

OAO InfoMart Exhibitor Manual 2017

Friday, April 7, 2017 Sheraton Centre Toronto Hotel Toronto, Ontario www.oaosymposium.com

About the OAO Annual Symposium & InfoMart

Attended by approximately 500 Doctors for Optometry and 100 Optometry Assistants, the OAO Symposium is Canada's premiere optometric event, where optometrists, support staff and industry leaders gather to learn, network and drive towards excellence.

OAO offers attendees excellence in continuing education delivered by optometry's leading speakers and thinkers. Great education in hand with unique intensive workshops, industry support, and exciting community celebrations, make the annual three-day event one not to miss.

Included in the Annual Symposium is **Canada's largest optometric trade show (OAO InfoMart)**, which showcases more than 100 exhibits, representing all areas of optometry practice. Participating companies will feature the latest in industry innovations, ophthalmic product advancements, frames and technology and service providers for your entire practice needs.

Exciting new ideas to offer the exhibitors and delegates this year! Here are some of the highlights:

- Extended Trade Show Hours: From 12:00 noon to 4:00 pm. An extra hour to enjoy valuable
 networking and an opportunity to showcase your services and products to all Symposium
 attendees
- Enhanced Exhibitor Profile: For just \$50.00 you can enhance your company profile within the Symposium Mobile App with the addition of your logo, link to your company website and single image/banner graphic
- *Pick-A-Prize:* When you register for your booth you have the option to purchase 250 or 500 ballots branded with your company logo. It is up to you how many ballots you give each delegate at your booth. Delegates will drop their ballots into the prize box or boxes of their choice. The winners will be announced at the end of the show and on the Symposium Mobile App.
- Interactive Mobile App: The floor plan is interactive and if you participate in the Pick-A-Prize your company will be identified on the interactive floor plan

OAO InfoMart Show Details

Hosted, as part of the Annual OAO Symposium, the InfoMart will take place on Friday, April 7, 2017. The Symposium program provides dedicated time for all attendees to visit the InfoMart. As an exhibitor you will enjoy valuable networking time and the opportunity to showcase your services and products to all Symposium attendees.

Date: Friday, April 7, 2017

Time: 12:00 NOON - 4:00 PM

Where: Sheraton Centre Toronto Hotel

123 Queen Street West, Toronto, ON M5H 2M9

416-361-1000

www.sheratontoronto.com

Exhibit Hall: Grand Ballroom

Show website: www.oaosymposium.com

OAO Important Deadlines

Advance order can save time and money. Many services are discounted if orders are placed before the deadline date. Late orders are more costly. Read all service descriptions carefully and place your order as early as possible. Advance planning can go a long way toward ensuring a successful exhibit and saving money.

DEADLINE	ITEM
March 10	Sheraton Centre Toronto Hotel – Accommodations reservation deadline
March 15	Stronco Show Services (discount price deadline date)
	Credit card authorization
	Advance Show Receiving form
	Material handling order form
	Labour service form
	MX show special order form
	Booth cleaning order form
	Exhibit packages order form
	Exhibit accessories form
	Carpet order form
	Display tables & drapery order form
	Counters, storage & display units order form
	Accessories & office furnishings order form
	Chairs & stools order form
	Tables order form
	Sofas & Chairs order form
	Signs & banners order form
	Transportation & customs brokerage services
March 17	PSAV electrical order form
March 17	PSAV telecommunications order form
March 17	OAO – Exhibitor descriptions due
March 24	Exhibitor insurance due to OAO office (must also have a copy in possession onsite)

March 24	CONEXSYS lead retrieval due
March 24	OAO – Exhibitor badge registration deadline
March 27	Stronco advance show receiving order form; shipment must be received between March 9 and April 3
March 31	AV-CANADA audio visual and computer rental form due

OAO Exhibit Regulations

For any questions or concerns regarding your booth design and/or construction please contact Show Management before you begin construction.

Exhibitors are required to exercise care so that their displays do not obstruct the visibility of adjacent 4xhibits. All exhibitors are entitled to reasonable sight lines from the aisle, regardless or the size of exhibit. All exhibitors must comply with the booth guidelines presented. Displays must be confined to the exhibitor's contracted booth space and must not obstruct the clear view and accessibility of nearby exhibitors, fire apparatus, exits or service corridors. Portable signs exceeding four feet in height must be placed at least five feet back from the front of the booth. All display racks, printers and their output must be confined to the booth space and not spill out into the aisle.

There is no height limitation for equipment on display, provided such equipment is self-supporting and free standing. Show Management must be informed of any heavy or large equipment or vehicles being brought in. It is the responsibility of the Exhibitor to inform Show Management, otherwise, the Exhibitor may be denied access to the show floor. Exhibitors bringing in large or heavy equipment must adhere to the show move-in/move-out schedule.

THERE ARE RESTRICTIONS WITH RESPECT TO HEIGHT, AS FOLLOWS:

Standard or Linear Booth

Standard or linear booths are arranged in a straight line and have neighbouring exhibitors on their immediate right and left, leaving only one side exposed to the aisle. Standard or linear booths are most commonly 10 ft. wide and 8 ft. deep. The maximum height of 8 ft. is allowed only in the rear half of the booth space, with a 4 ft. height restriction imposed on all materials in the remaining space forward to the aisle. The maximum back wall height is 8 ft. including signage.

Corner Booth

A linear booth is a booth at the end of a series of in-line booths with exposure to intersecting aisles on two sides. All other guidelines for linear booths apply.

Perimeter Booth

A perimeter booth is a linear booth that backs on to an outside wall of the exhibit facility rather than to another exhibit. All guidelines for linear booths apply to perimeter booths except that the maximum back wall height is 12 ft. including signage.

Island Booth

An island booth is any size booth exposed to aisles on all four sides. It is typically 20 ft. x 20 ft. or larger. The entire cubic content of the space may be used up to the maximum allowable height of 16 ft. including signage.

These regulations will be enforced at OAO InfoMart 2017, so please review this information thoroughly as you will be required to modify your exhibit space if it does not comply with the regulations.

Exhibit booth details:

- Standard booth space 10' wide x 8' deep including pipe & drape and carpeted show floor
- Each booth includes traditional black pipe and drape with 8' high back wall and 36" high rail
 dividers. Island booths do not include pipe and drape, and multiple booth blocks do include side
 rails
- Complimentary listing of company on Symposium website under Exhibitor Listing
- Complimentary listing and company profile in the OAO Symposium & InfoMart Mobile App
- Grand Ballroom is fully carpeted
- Free Show Specials listings on the website and Mobile App
- Up to four (4) complimentary booth passes for company reps per booth
- Complimentary lunch for booth staff

Booth Assignment:

Booth space will be assigned only upon receipt of a signed Exhibit Contract and payment in full to OAO for space and services as specified in this Exhibitor Sales Prospectus and contract. Sponsoring companies will be given priority assignment. No postdated cheques, please. OAO reserves the right to withdraw any booth or booths from sale and adjust the floor plan without notice. Every effort will be made to contact vendors should their booth or location be impacted by a change.

Set-Up:

- Thursday, April 6, 2017 from 10:00 pm onwards for multiple booths of 4+
- Friday, April 7, 2017 from 6:00 am 11:00 am.
- Move-in and set-up times will be email to you in advance of the show. It is important that you make arrangements to move in at your designated time.
- EXHIBITORS MUST BE FINISHED SET UP BY 11:30 AM ON FRIDAY, APRIL 7, 2017 No exceptions

Tear down:

- Friday, April 7, 2017 from 4:00 pm 9:00 pm
- Material stored onsite at Sheraton Centre Hotel will be delivered to your booth at 4:00 pm

Move-In Procedures:

- Park your vehicle in one of the loading docks and unload your vehicle as quickly as possible and move it from the dock to a parking space. Vehicles left unattended in loading docks will be towed at the exhibitor's expense.
- A limited number of dollies will be available for exhibitor use during move-in hours. Please return dollies once you are finished
- Labour for booth setup and dismantling is the responsibility of the individual exhibitor.
- Due to safety regulations, vehicles will not be permitted in the building without prior consent from Show Management.

Registration for Badges:

Employees or contracted individuals of exhibiting firms only will be permitted to work in your exhibit booth area. Access to functions of the Annual Symposium is restricted to members of the Association, their staff, or guests of the Association. Representatives working at your booth must register as a representative via the exhibitor registration site before March 24, 2017 or via the link emailed as part of

your exhibit registration confirmation. Representative registrations are restricted to four (4) Reps per booth. No substitutions are permitted after the show has opened. All exhibit staff must wear their OAO name badge at all times when they are in the exhibit hall.

Electrical Services and Booth Power:

Please note OAO is no longer able to provide complimentary power for exhibitors. If you require power for your booth please refer to the instructions included in the Exhibitor Manual for PSAV who will supply services.

Lead Retrieval Systems:

Exhibitor lead retrieval with CONEXSYS scanner rental provides quick and easy after show follow-up. All visitors attending will receive a unique bar code and with a quick scan of their badge using the CONEXSYS scanner you will capture your new prospect's name, address, phone, fax and e-mail address. Add to that information, with the help of your "Exhibitor Lead Menu" their product interest, type of follow-up required and even group your leads by sales territory or sales rep. You can order online at www.conexsysleads.com with event code OAOT0417E or use the form attached to the exhibitor manual.

Business Centre and Shipping:

FedEx is located on the main level of the Sheraton Centre Toronto Hotel. Office hours are Monday to Friday from 7:00 am – 6:00 pm or Saturday/Sunday from 8:00 am – 2:00 pm. Smaller deliveries will be accepted at the FedEx at the Sheraton Centre Hotel 1 week prior and until exhibitor move-in commences.

Drayage/Material Handling:

Drayage/material handling is not included in your exhibit fees. A limited number of dollies will be available for exhibitor use. To make arrangement for material handling services, please complete the order form included in Exhibitor Manual.

Receiving, Storing, Handling and Moving of Display Material:

Assistance in advanced storage and handling is available through Stronco Show Services at exhibitor cost. FedEx services are available on site at the Sheraton Centre Hotel for delivery/shipping on day of InfoMart.

Forms attached to the Exhibitor Manual or online at www.stroncoonline.com

On Site Storage of Materials:

OAO has arranged complimentary temporary storage for vendors with limited boxes, crates and skids during the show hours. There will be minimal space provided onsite at the Sheraton Centre Hotel for storage. Your crates/boxes/skids will be made available directly after the show closes.

Food and Beverage:

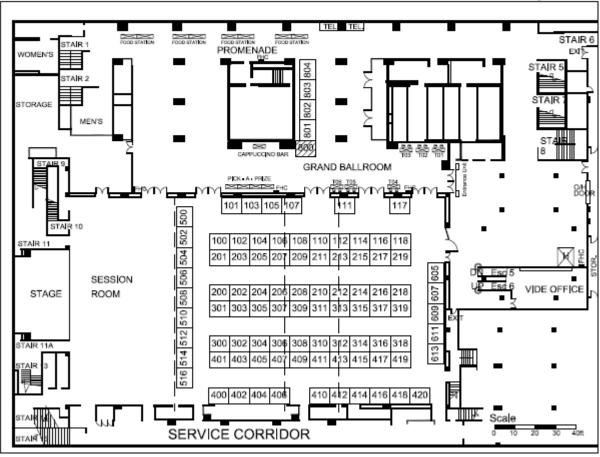
The Sheraton Centre Hotel strictly and solely provides catering of food and beverage within your booth. You may view the menus on line at: http://centretoronto.sheratonemenus.com/
To order your food and beverage please contact Marushka Fonseca, Event Manager for the OAO InfoMart at the Sheraton Centre at: 416-947-4936 or marushka.fonseca@sheraton.com

OAO InfoMart Floor Plan 2017

Booth assignments will be made by OAO upon receipt of a signed Exhibit Contract and payment in full to OAO.



OAO 2017 - 7th April, 2017 Sheraton Centre Hotel Grand Ballroom & Foyer



Hotel Information

The host hotel is the **Sheraton Toronto Centre** in the heart of downtown Toronto. http://www.sheratontoronto.com/

We encourage exhibitors to take advantage of the **OAO** guest room block reserved until March 10, 2017. The room block will give you and your colleagues an excellent preferred hotel guest room rate of \$221.00.

To book your accommodations or learn more visit: www.starwoodmeeting.com/Book/OD03AA

Parking is available at the hotel or at one of several underground locations including City Hall. www.sheratontoronto.com/toronto-hotel-parking

Key Contact Information

Conference management services for the OAO Annual Symposium & InfoMart are provided by Aston Events & Communications on behalf of OAO.

InfoMart Sales

Caroline Aston
416 342 7450
Infomart@optom.on.ca OR caroline@astonevents.com

InfoMart Exhibitor Logistics

Rita Plaskett 416-481-8333 rplaskett@agendum.ca or Infomart@optom.on.ca

Registration Support

Kim Giles 905-826-3522 Ext. 231 OAOsymposium@optom.on.ca OR esel@optom.on.ca

For information about the OAO

info@optom.on.ca

OAO Terms and Conditions

OAO Exhibitor Policy:

OAO will not partner, engage or do business with any company or entity that sells prescription eye wear or contact lenses without the requirement of a valid prescription, including that company's parent company and its wholly owned subsidiaries.

Cancellation Policy:

Cancellations must be received in writing to the Ontario Association of Optometrists on or before close of business March 1, 2017 and will be refunded at <u>fifty percent (50%) of the total value</u> of the exhibit fee. Exhibits cancelled after March 1, 2017 are non-refundable.

Acceptance:

OAO reserves the right to accept or reject any application for exhibit space or sponsorship. Exhibitors may not sublet exhibit space. Exhibit space cannot be used to display any items for which the exhibitor is not a representative. Management reserves the final decision on acceptability of display materials and exhibit content.

Insurance:

All exhibitors must provide proof of insurance (general liability) in the amount of \$2,000,000 to the OAO office no later than March 24, 2017.

Each exhibitor shall assume responsibility for all damage to the exhibit material and exhibit area and that they shall indemnify and hold harmless the Sheraton Centre Toronto Hotel, the Ontario Association of Optometrists, their employees, officers and agents, and service contractors acting as agents for said companies, from all liability which may ensure from any cause whatsoever.

Ontario Association of Optometrists 20 Adelaide St. East, Suite 801 Toronto, Ontario M5C 2T6 Sheraton Centre Toronto Hotel 123 Queen Street West Toronto, Ontario M5H 2M9

Nuisance:

Show management of OAO reserves the general right to restrict exhibits which, because of noise or other reason become, in show management's opinion, objectionable, and to close without indemnity, any exhibit or his employee or agent who shall refuse after notice, to conform to the regular rules which apply to all exhibitors. Specifically no amplified sound, except when directly related to product demonstration, is permitted and then only at levels that do not exceed normal conversation levels as adjudged by show management.

Indemnity Clause:

All exhibitors must provide proof of insurance (general liability) to OAO prior to move-in or have copy available upon request onsite.

It is agreed that any exhibitor making application for exhibit space has read and agreed to all rules, provisions and stipulations set out in this exhibitor manual and further, that each exhibitor assumes all responsibility for all damage to the exhibit material and exhibit area and that they shall indemnify and hold harmless, the Sheraton Centre Hotel, the Ontario Association of Optometrists, their employees, officers and agents and any service providers acting as agents for said company, from all liability which may ensure from any cause whatsoever. If you are unsure of what to provide contact your finance department or your company's insurance broker.

Acceptance:

OAO reserves the right to accept or reject any application for exhibit space or workshop with stating cause. Exhibitors may not sublet exhibit space. Exhibit space cannot be used to display any items for which the exhibitor is not a representative. Management reserves the final decision on acceptability of display materials and exhibit content.

Contract:

The completed registration form acts as the official exhibit contract.



Please send all orders to the attention of:

Gene Hondzio - gene.h@av-canada.com or fax (905) 566-5511

1655 The Queensway East, Unit 2 Mississauga, ON L4X 2Z5 tel: 905.566-5500 fax: 905.566-5511 toll free: 1.866.667.2345 www.av-canada.com



	Audio Visual Equipment R	ental Trade Show	Order Form		
Comp	pany Name:	Show Name: OAO- 2017 Symposium & InfoMart			
	,		l or Facility Name: Sheraton Toronto		
Order	ed By:	Booth #:			
Addre		On-site Contact:			
City:	Prov./State:		pr.7/17 Time Req	uired:	
	I Code/Zip Code:	Date Finished: A			
Tel:	Fax#:	Date i inioned. A		oriou.	
Email		Method of Payme	nt: <i>ALL ORDERS MUS</i>	T RE DREDAID	
Liliali	•	Welliod of Fayine	III. ALL UNDERS MUS	I BE PREPAID	
	Multi-Media Computer Equipment:				
Qty.	Equipment Description	Prepaid Show Rate By March 31/17	Standard Show Rate	= Total	
	20" Computer LCD Flat Screen Monitor	155.00	175.00		
	32" Flat Screen Monitor	495.00	525.00		
	37" Flat Screen Monitor	595.00	630.00		
	42" Flat Screen Monitor* (\$100 extra labour req'd)	665.00	710.00		
-	50" Flat Screen Monitor* (\$100 extra labour reg'd)	1185.00	1225.00		
	Dual Pole Floor Stand (for our flat screens only)	95.00	125.00		
	Pair of Computer Loudspeakers for Monitors	75.00	95.00		
It appli	cable, please specify the computer(s) model name & number:				
	NTSC Video Equipment Unless Specified Otherwise:				
	32" LCD TV c/w DVD and Cart (Video only)	590.00	625.00		
	DVD Player only	95.00	115.00		
	54" Black Draped Monitor Stand	60.00	75.00		
	6 x 6 Tripod Screen	60.00 75.00			
	SOUND SYSTEMS AVAILABLE UPON REQUEST	Please Call	Please Call		
	VIDEO WALLS & LED SCREENS AVAILABLE UPON REQUEST	Please Call	Please Call		
	We are always updating our inventory. Please call if it's not li	isted			
			ent Rental Sub Total		
	******** ******************************	dank			
	****WE ACCEPT FOR YOUR CONVENIENCE****				
		Labour		\$75.00	
[]		EXPRESS Delivery and Pickup		\$80.00 If applicable	
CREDIT CARD #:			Additional labour - If more than 30 minutes required for set up		
EXPIRY DATE: (MM/YY)					
	,	Other Ch.	arges		
CARDI	HOLDER NAME:				
CUSTO	DMER SIGNATURE:	SUB TOT	AL		
CHEQ	JE amount to be forwarded [] CHEC	UE # Harmoniz	ed Sales Tax - 13%		
Please make cheque payable to AV-CANADA			131538092)		

IT IS UNDERSTOOD AND AGREED THAT THE CUSTOMER ACCEPTS FULL RESPONSIBILITY FOR ANY LOSS OR DAMAGE TO THE EQUIPMENT UNTIL IT IS RETURNED TO THE LESSOR. ANY CANCELLATIONS MUST BE RECEIVED IN WRITING 72 HOURS PRIOR TO THE DELIVERY TIME, OTHERWISE FULL PAYMENT IS DUE. FOR BEST AVAILABILITY PLEASE FAX THE ORDER ASAP. WE THANK YOU IN ADVANCE!

PAYMENT ENCLOSED



Event Name

OAO Annual Symposium & InfoMart

Venue

SHERATON CENTRE TORONTO HOTEL

Exhibition Space

GRAND BALLROOM- LOWER CONCOURS

Event Date

April 7, 2017

Dear Exhibitor,

PSAV is proud to be the exclusive provider of Power Distribution, Internet / Telecom services and the preferred supplier for Audio Visual services at the Sheraton Centre Toronto Hotel. We would like to take this opportunity to welcome you to the Sheraton Centre Toronto Hotel for the upcoming

OAO 2017 Conference & Trade Show event.

Should you require <u>Electrical</u>, <u>Internet/Telecom and/or Audio Visual equipment</u> for your booth, please place an order using our online store by visiting the link below:

PLEASE CLICK HERE TO BEGIN YOUR ORDER

(or see the attached How-To Guide for instructions)

If you have any questions at all please feel free to contact us at 416-304-1354 or sctsales@psav.com

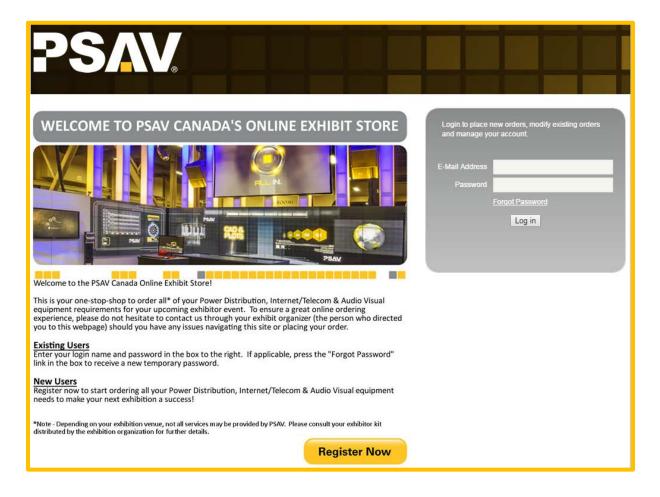
Sincerely,

PSAV Sheraton Centre Toronto Team



PSAV CANADA'S ONLINE EXHIBIT STORE

A How-To Guide To Registration



Click here to go to registration

All NEW users must register first

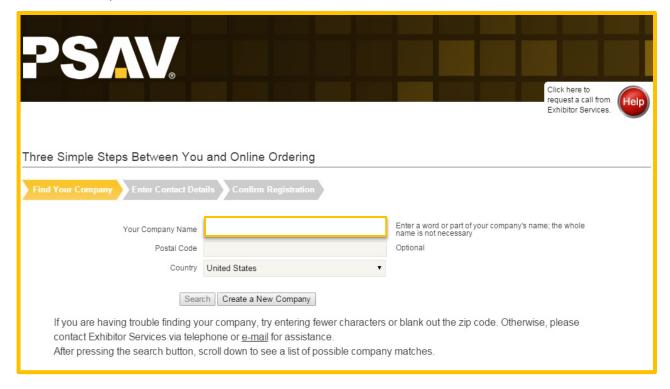
Register Now

 Existing users may proceed to the login credential area. Please input your credentials and search for the event you are exhibiting at.



3 Simple Steps Between You and Online Ordering

1. Find your company (someone from your organization may have already input your company's information).



- 2. If you find your company skip to Step 3. If you do not see your company please continue:
 - Enter the **company** you are employed at and their information.
 - If you are a third party vendor, please enter **your** company's information and not the company you are representing for the event. You will add that information at the ordering level.
 - Click next
 - Enter your contact information
 - If you are a **third party vendor**, **please enter your contact information** and not the person/people you are representing for the event. You will add that information at the ordering level.
 - Click register and you are all done!



3 Simple Steps Between You and Online Ordering

- 3. Select your company
 - Click next
 - Enter your contact information
 - If you are a **third party vendor**, **please enter your contact information** and not the person/people you are representing for the event. You will add that information at the ordering level.
 - Click register and you are all done!

You will receive an email (to the address you provided) with a username and temporary password

How-To Start Your Order

- Login to the <u>PSAV Canada Online Exhibit Store</u>
- Search for the event you are exhibiting at
- Begin shopping!





2017 Symposium & Infomart April 7, 2017 The Sheraton Centre Toronto, ON

Exhibitor Information					
Company			Booth #		
Address					
City	Onsite Contact				
Prov/State	Phone				
Postal/Zip Code	Fax				
Early Bird Price: order and pa	yment n	nust be receive	ed by March 2	4, 2017	
MYLEADS - Standard			Q	uantity	Amount
A small, light weight & easy to carry scanner, equipped just one key, allows for easy and straight forward use. Equipped with 128 KB of memory, it provides an economethod of collecting leads. An electronic file is provide within one business day after the show closes. No electrical power required. Email To: ** No electrical outlet required **	omical	EarlyBird Price (\$185.00 + \$24.4) Price (After Mar (\$210.00 + \$27.5)	05 HST) 1. 24) \$237.30		\$
Payment					
Paying by Cheque Payab CONEXSYS Registra	ole to	13% HST includ HST# 134	ded in all prices 4 737 477	TOTAL	\$
Account #		Expiry Date			
Cardholder Please Print		Signature			
Ordered By Please Print		Email address f	or receipt		
CANCELLATION POLICE	CY: No	refunds after	March 24, 20	17	
Complete both sides and return to:			Please Note:	:	
Order Online: www.conexsysleads.com Event Code: OAOT0417E		d Retrieval Service	anners must be p ces desk located EXSYS at the Lea	at the regist	ration area.
Order By Fax: (905) 405-9870 Order By Mail: CONEXSYS Registration Ltd. 34-7050B Bramalea Road Mississauga, ON L5S 1S9 Order By Email: troy@conexsys.com For additional Information	ntegrity of the dat	easonable precau a produced from losses incurred i invalid informatic	this service resulting fror	and does not	
Toronto: (905) 405-8415 Toll Free: (800) 661-5319			iiivaliu iiiloiiiialio	л.	



2017 Symposium & Infomart April 7, 2017 The Sheraton Centre Toronto, ON

Exhibitor Lead Menu (Optional)

Exhib	itor:	Booth:				
REF	FERENCES: (MAXIMUM 8)					
Ex. Sa	ales Reps, Territories, Divisions, etc.					
1		5				
2		6				
3		7				
4		8				
PR(DUCTS AND SERVICE:					
1		14				
2		15				
3		16				
4		17				
5		18				
6		19				
7		20				
8		21				
9		22				
10		23				
11		24				
12		25				
13		26				
FOI	LLOW UPS: (MAXIMUM 8)					
	1. PHONE CALL		OTHER			
	2. SALES VISIT					
	3. DEMONSTRATION					
	4. QUOTATION					
	5. SEND LITERATURE					
	6. HOT LEAD (URGENT)					
	7. SEE NOTES					
	8. READY TO PURCHASE					
	9. MAKES PURCHASING DECISION					
	10. ORDER PLACED AT SHOW					



Sheraton Toronto Package Shipping Instructions

PREPARING YOUR SHIPMENT

FedEx Office is committed to providing you with an outstanding experience during your stay. All guest and event packages being shipped to the hotel must follow the address label standards (illustrated below) to prevent package routing delays. Please schedule your shipment(s) to arrive 3–4 days prior to the event start date to avoid additional storage fees. Use the name of the recipient who will be on-site to receive and sign for the package(s). Please do not ship any items to the attention of the Hospitality Manager or Catering & Conference Manager, unless the items are specifically for their use (i.e., hotel specifications, rooming lists, signed documents); this includes any room drops or deliveries to any other area of Sheraton Toronto.

Shipments are held for a limited number of days. If a package has not been picked up and no contact information is provided, the package will be returned to the sender, who will be responsible for all additional shipping fees. For more information on package retention, the Return to Sender process, or to schedule package deliveries, please contact the FedEx Office Business Centre at **647.255.1856**. Package deliveries should only be scheduled after the recipient has checked into the hotel.

PACKAGE LABELING STANDARDS AND FEDEX OFFICE CONTACT

Hold For Guest: (Guest Name) (Guest Cell Number) c/o FedEx Office at Sheraton Toronto 123 Queens Street West Toronto, ON, M5H2M9 CANADA (Convention / Conference / Group / Event Name)

Box ____ of ___

FedEx Office Business Centre Sheraton Toronto 123 Queens Street West Toronto, ON M5H2M9 CANADA

Phone: 647.255.1856 Fax: 416.947.4854

Email: can5652@fedex.com

Operating Hours

Mon – Fri: 7:00am - 6:00pm Saturday: 8:00am - 2:00pm Sunday: 8:00am - 2:00pm

SHIPPING AND RECEIVING INSTRUCTIONS

Meeting organizers and participants are encouraged to contact FedEx Office in advance of shipping their items to Sheraton Toronto with any specific questions. If you have any special needs such as refrigeration requirements, after hours delivery requests or changes to your meeting dates or rooms, please work directly with your Event Services Manager who will communicate these needs to FedEx Office in advance of your event.

PACKAGE DELIVERY WITHIN THE HOTEL

In most cases, FedEx Office will complete delivery or pickup of packages within the conference and meeting rooms, lobby area and guest suites of Sheraton Toronto, but please check with the business centre for specific delivery limitations that may exist. In cases where a drayage company or decorator is used, FedEx Office team members will release any drayage directly to the decorator if they are onsite when the shipments arrive. If any drayage or parcels require overnight storage, FedEx Office will request handling fees be collected from the decorator. If you are using a drayage company or decorator for exhibitor packages, these packages must be shipped directly to the drayage company or decorator specified address. Please note that FedEx Office team members cannot lend out any moving equipment to a guest, which includes pallet jacks, dollies, and flatbed carts.

PACKAGE DELIVERY TO GUEST SUITES

In most cases, FedEx Office will complete delivery or pickup of packages to guest suites at Sheraton Toronto, but please check with the business centre for specific delivery limitations that may exist. FedEx Office is not authorized to leave packages in guest suites that are not occupied. A guest with authorization to sign for the delivery and approve any charges for handling and delivery fees must be present in the suite.



Sheraton Toronto Package Shipping Instructions

UPON YOUR ARRIVAL

Packages will be available for pickup inside the FedEx Office business centre (receiving fee will apply). Pallets, crates, display cases and other heavier items may be scheduled for delivery by contacting our staff at the number located on the previous page (delivery fee will apply). Package deliveries should only be scheduled after the recipient has checked into the hotel. In order to maintain the proper chain of custody, FedEx Office requires the package recipient's signature before a package can be released from FedEx Office. Release signatures are captured at the time of package pickup or package delivery to the recipient.

UPON YOUR DEPARTURE

All outbound packages must have a completed carrier airbill affixed to each package. Packaging supplies (boxes, tapes, and etc.) are available for purchase within the FedEx Office business centre. FedEx Office offers pack and ship services in the business centre; while packaging supplies are also available for purchase. FedEx Express® shipping boxes and airbill forms are available and complimentary. Outbound packages to be picked up by a third party courier should be coordinated in advance with a FedEx Office team member. Outbound handling fees will be applied to all packages, regardless of carrier, in addition to shipping/transportation fees.

PACKAGE HANDLING AND STORAGE FEES

PACKAGE WEIGHT	PACKAGE PICKUP OR DROP OFF BY GUEST	PACKAGE PICKUP OR DELIVERY BY FEDEX OFFICE
Flat Envelopes	No Charge	\$5.00
0.0 – 1.0 lbs.	\$2.00**	\$5.00
1.1 – 10.0 lbs.	\$10.00	\$15.00
10.1 – 20.0 lbs.	\$15.00	\$20.00
20.1 – 30.0 lbs.	\$20.00	\$30.00
30.1 – 40.0 lbs.	\$25.00	\$40.00
40.1 – 50.0 lbs.	\$25.00	\$50.00
50.1 - 60.0 lbs.	\$25.00	\$50.00
Over 60.0 lbs.	\$25.00	\$70.00
Pallets & Crates*	\$150.00	\$150.00

^{*} For inbound/outbound pallets or crates, the receiving and delivery charges are consolidated into a single fee of \$150.00, which is applied to each pallet/crate handled. A labor fee of \$70.00 per hour will apply for breaking down pallets, building pallets, or excessive package handling/moving due to a customer's request. The labor fee can be charged in 15 minute increments.

PACKAGE WEIGHT	STORAGE FEE AFTER 5 DAYS
Flat Envelopes	No Charge
0.0 – 10.0 lbs.	\$5.00
11.0 - 30.0 lbs.	\$10.00
31.0 - 60.0 lbs.	\$15.00
Over 60.0 lbs.	\$25.00
Pallets & Crates	\$50.00
Over 6.5' in Size	\$25.00

A one-time package storage fee will apply to each package received and stored for more than five (5) calendar days. Items measuring over 6.5 feet in size are considered oversize and will be assessed an additional oversize fee if stored for more than five (5) calendar days.

TERMS AND CONDITIONS

Receiving, delivery and storage charges are payable at the time of delivery. Recipient may be required to present government-issued photo identification and sign for delivery. Shipper must comply with all applicable local, state and federal laws, including those governing packing, marking, labeling and shipping. OBTAIN FIRE, CASUALTY AND ALL OTHER INSURANCE ON PACKAGE CONTENTS PRIOR TO SHIPPING. Neither the Hotel nor FedEx Office and Print Services, Inc. provide such insurance. Neither the Hotel nor FedEx Office and Print Services, Inc. nor the employees, agents or contractors of either firm will be liable for any damages, whether direct or indirect damages, relating to or arising out of any loss or damage to any package or its contents, unless a package is lost after receipt at the Hotel, in which case such liability shall be limited to the lesser of \$100 or the liability of the carrier indicated above. By sending your package to the Hotel, you agree to be bound by any additional terms and conditions that the Hotel or FedEx Office and Print Services, Inc. may establish from time to time for receiving and delivering of packages.

^{**} No handling fees will be charged for outbound packages weighing 0-1 pound that are brought to the FedEx Office Business Centre by a guest.



Parcel Management Services - Guest Charge Slip

Guest Full N	Guest Full Name:								
Company/E	vent Name:								
Room #:		Cell #:		Date:		Time:			
'									
Authorization to Charge to Guest Room Folio or Master Account									
The signee below authorizes the Hotel to apply all the charges incurred at the FedEx Office Business Centre to the Guest's Room Folio or									
Master Billing	Master Billing Account. Select One: □Guest Room: □ □Master Account: □								
Registered/A	Authorized Guest								
Recipient Na	ame:		Signature:		Dat	e:			
			Final Sig	ın Offs					
EVO Toam M	ombor:	OTD Docoin	_	HPOS Receipt #:		Amount:			
TAO TEATH IN	ember.	OTF Receip	ι π	TIFO3 Receipt #		Amount.			
Quantity	Weight	SKU In / Out	Handling Fee	Service Type	Subtotal	Concession	Line Total		
	0.0 – 1.0 lb	0261 / 50143	\$0.00						
	1.1 – 10.0 lbs.	1359 / 1358	\$10.00						
	10.1 – 20.0 lbs.	1360 / 1355	\$15.00						
	20.1 – 30.0 lbs.	1361 / 1356	\$20.00	Indiana di O Ondhana d					
	30.1 – 40.0 lbs.	1315 / 1357	\$25.00	Inbound & Outbound Package Handling					
	40.1 – 50.0 lbs.	1316 / 1357	\$25.00						
	50.1 – 60.0 lbs.	1317 / 1357	\$25.00						
	60.1 + lbs.	1318 / 1357	\$25.00						
	Pallets/Crates	1370 / 1369	\$150.00						
	0.0 – 1.0 lb	0263 / 50138	\$5.00						
	1.1 – 10.0 lbs.	0245 / 50139	\$15.00						
	10.1 – 20.0 lbs.	1381 / 50149	\$20.00						
	20.1 – 30.0 lbs.	1382 / 50150	\$30.00	Inbound + Delivery &					
	30.1 – 40.0 lbs.	1389 / 50151	\$40.00	Outbound + Pickup					
	40.1 – 50.0 lbs.	1390 / 50152	\$50.00	Package Handling					
	50.1 – 60.0 lbs.	1391 / 50153	\$50.00						
	60.1 + lbs.	1392 / 50154	\$70.00						
	Pallets/Crates	1370 / 1369	\$150.00						
	Storage Fees	1365/1366	\$25.00 / \$50.00						
	Oversized Items	1367	\$25.00	Storage, Oversize,					
	Labor Fee / Hour	11020	\$17.50	& Labor Fees					
				Grand Total					



Credit Card **Authorization Form**

Sheraton Centre Toronto 123 Queen Street West

Toronto, ON M5H2M9

Phone (647) 255 1856 Fax (416) 947 4854

Instructions

This form authorizes FedEx Office to charge the following credit card account for services rendered by FedEx Office. Complete this form and fax it to FedEx Office at the number above. Please specify where to send a copy of the sales receipt.

Customer/Account Information Company Name (if applicable) Date **Customer Name** Address 1 Address 2 City State Zip Phone Fax Email Credit card Type (check one) Name of Cardholder (print) ○FedEx Office Account # **O**Discover **O**Visa ODinners Club **O**MasterCard OAmerican Express Account Number **Expiration Date** Security Code Credit Card Holder's Authorized Signature Date Amount To Be Charged Receipt Should Be Sent To: • Fax #: (listed above) ○Email (listed above)



EXHIBITOR ORDER FORMS

OAO 2017 INFOMART TRADE SHOW Sheraton Centre Hotel – Toronto April 7, 2017

General Information

Welcome to Stronco!

We are pleased to be appointed Official Service Contractor for **OAO 2017 INFOMART TRADE SHOW**.

Our goal is to make your exhibiting experience easy, pleasant and an unparalleled success.

Whatever your exhibiting needs, we have the products and services to give you a professional appearance and increased visibility. The following products and services are available for your event:

- Display Tables & Drapery
- > Counters, Storage & Display Units
- Accessories & Office Furnishing
- > Chairs, Stools, Tables, Sofas
- > Exhibit Rentals
- > Installation & Dismantling Labour
- Carpet & Underpadding
- > Signs & Graphics
- Booth Cleaning Services
- Material Handling Services
- Advance Show Receiving
- > Transportation Services
- Customs Brokerage Services

Please see the following order forms for more details.

STRONCO EXHIBITOR SERVICES CENTRE

If you require assistance with your exhibiting needs or any of our products and services, please contact our Exhibitor Services Centre at 800-665-2621.

Thank you for your business! We hope you have a successful show.



Payment Policy Information Sheet

DISCOUNT PRICE DEADLINE DATE

To take advantage of discounted pre-show pricing listed on the order forms, we must receive your order and payment by the deadline date specified on the order form.

Orders without payment cannot be processed until payment is received and will be charged the after deadline date prices.

METHOD OF PAYMENT

All orders must be paid in full prior to delivery.

You must complete a **CREDIT CARD AUTHORIZATION FORM** if you are paying by cheque, or ordering any of the following services:

- Material Handling
- Advance Show Receiving
- Installation & Dismantle Labour Services
- > In-Booth Forklift Service
- > Transportation Services
- Customs Brokerage Services
- > Plan to have your representative order services on-site

Payment can be made by Visa, MasterCard, American Express, Cheque or Bank Wire Transfers.

We do not accept cheques on-site.

THIRD PARTY BILLING

If you would like to arrange for an exhibit house or other agent to manage and order services on your behalf, they may make payment arrangements with us. The exhibiting company is ultimately responsible for all charges incurred on their behalf if payment is not made by the third party.

CANCELLATION POLICY

A 70% refund will be allowed on all written cancellations received 7 days prior to show set-up, excluding display rentals and signage.

No refunds will be given on signage and graphics once they are produced.

All claims and discrepancies must be settled prior to show closing. No adjustments or refunds will be given for items cancelled after the stated cancellation period.



Online Ordering Information Sheet



Stronco is pleased to make our online ordering service available for the upcoming:

OAO 2017 INFOMART TRADE SHOW Sheraton Centre Hotel – Toronto April 7, 2017

To place your order online, view the show schedule or print order forms, go to **www.stroncoonline.com**.

In order to protect your privacy and restrict access to exhibitors in this event we have assigned the following show code to this event:

Show Code: 460502104

To place online orders you will be required to enter your Show Code and Booth Number.

If you have not registered on our online ordering system before, you must complete the registration process.

Once you have registered your information in our Online Ordering System you will not be required to register again to place online orders for future events serviced by Stronco.

If you need assistance with our online ordering system, please contact our Exhibitor Services Centre at 800-665-2621.

J46050 11-29-10



Credit Card Authorization

SHOW	OAO 2017 INFOMART TRADE SHOW	DEADLINE DATE	March 15, 2017
LOCATION	Sheraton Centre Hotel – Toronto	SHOW DATES	April 7, 2017

COMPANY INFORMATION								
COMPANY					вооті	d #		
ADDRESS								
CITY		PROV / S	STATE		POSTAL/	ZIP		
CONTACT		TITLE			EMAIL			
TEL		EXT			FAX			

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This form must be filled out if:

- 1. You are paying by cheque
- 2. Your representative will be placing any orders onsite
- 3. You are ordering Material Handling, Advance Receiving, Installation & Dismantle Labour, In-Booth Forklift Services, Transportation Services or Customs Brokerage Services

CREDIT CARD INFORMATION

I understand that Stronco will use this authorization to charge any outstanding fees upon show closing to the credit card listed below. These include funds related to any unpaid or outstanding balance due to STRONCO, an NSF cheque, show site orders placed by your representative, material handling and advance shipment overages, installation and dismantle labour charge adjustments and transportation and customs brokerage service adjustments.

VISA I	MC AMEX		CORPORATE CARD	PERSONAL CARD
L CARD NUMBER			EXF	 PIRY DATE
CARDHOLDER				
SIGNATURE		DA	TE	
BILLING ADDRESS (If different from above)				
EMAIL		TEL	FAX _	

Cheques will not be accepted without this authorization.

If this form is not completed, onsite orders must be paid in full prior to delivery.

J46050 06-02-09 Rev 01-04-11



Advance Show Receiving Information Sheet

IMPORTANT – PLEASE READ CAREFULLY

BENEFITS OF ADVANCE SHIPPING:

- Storage of materials for up to 30 days prior to show
- Priority delivery of shipment to your booth prior to start of exhibitor move-in
- Saves you valuable time and additional costs during set-up

SERVICE INCLUDES:

- > Receive shipment at the warehouse up to 30 days in advance of show (any items stored beyond 30 days will incur additional charges)
- Provide inventory count and record any visual damage
- > Deliver materials to show site
- > Unloading of shipment and delivery to booth
- Removing of empty containers from booth to designated storage area (may be off-site)
- Return of empty containers to booth after show closing
- Loading of shipment from booth to carrier of choice

ESTIMATING CHARGES:

- > Charges are based on weight of shipment and are charged per hundred weight (CWT) and rounded up to the nearest hundred. Minimum per shipment may apply. See enclosed Advance Show Receiving Order Form.
- All shipments must be accompanied with a Certified Weight Ticket. Unless crated and uncrated shipments are separated and clearly identified on individual bills of lading with separate weight tickets, Stronco will charge the entire shipment at the uncrated rate. Charges are estimates only and will be adjusted according to weight tickets.
- A \$50 surcharge will apply if shipment has to be weighed.
- Off target shipments will be charged an additional 30% to the applicable CWT rate.
- > A surcharge will apply if advance freight is received after the published deadline date for shipments to arrive in the warehouse.
- A surcharge may apply if shipments are received with incomplete information.

NOTE:

- All shipments must be properly labeled including booth number. Labels must be on each item shipped.
- > To avoid additional charges, ensure all shipments are in crates or on skids.
- Collect shipments will not be accepted by the warehouse.
- > Shipments are accepted in the warehouse Monday to Friday between 8:00 a.m. and 4:00 p.m.

SHIPMENT DEFINIT	IONS
CRATED/SKIDDED	Skidded materials or materials in a shipping container that can be unloaded at loading dock with no additional handling.
UNCRATED	Loose or pad-wrapped shipments; machinery without proper lifting bars or hooks.
SPECIAL HANDLING	Material that requires additional handling, including ground unloading, stacked or constricted space unloading, designated piece loading, alternate delivery location, loads mixed with pad wrapped material and shipments without proper delivery receipts.
SMALL PACKAGE	Shipment consisting of any number of pieces not exceeding a combined weight of 30 lbs, and is received collectively on the same day, from the same shipper and delivered by the same carrier.

SHIPMENT WEIGHTS

If no weight ticket is provided, Stronco's weight estimates are final and binding when shipment is received in the warehouse. Shipments may be calculated by Stronco using cubic weight (dimensional weight) or actual shipment weight (pounds) for billing purposes.

INSURANCE

Shipments should be adequately insured by the exhibitor for coverage when out of care, custody and control of Stronco.

LIABILITY

Stronco will not be held responsible for concealed damage upon delivery to advance warehouse, or damage or loss of merchandise after delivery to booth, before or during installation time, or at conclusion of show prior to delivery to common carrier. Stronco will not be responsible for damages while handling loose or inadequately packed exhibit materials. The condition, count, and contents of the materials at the time of removal will be final and binding. Stronco reserves the right to alter the exhibitor's bill of lading to reflect the actual condition, count, and contents at the time of removal. Stronco will not be responsible for failure or delay in performing service when delay is caused by strike, labour stoppage or any other cause unavoidable or beyond Stronco's control. Stronco's liability is limited to \$0.30 per pound per article, to a maximum of \$30.00 per article and \$150 per shipment. Values exceeding this limitation should be insured by the shipper.

ALL ORDERS MUST BE ACCOMPANIED WITH AN ADVANCE RECEIVING ORDER FORM AND PAYMENT.



Advance Show Receiving Order Form

Shipmer	its are accepted from	March 9, 2017
No shipments will be accepted in our advance v	April 3, 2017	
OAO 2017 INFOMART TRADE SHOW	DEADLINE DATE	March 27 2017

SHOW	OAO 2017 INFOMART TRADE SHOW				ADLINE DA	TE	March 27, 2017
LOCATION	Sheraton Centre Hotel – Toronto				SHOW DAT	April 7, 2017	
COMPANY				·	воот	H #	
ADDRESS							
CITY		PROV / S	STATE		POSTAL/	ZIP	
CONTACT		TITLE			EMAIL		
TEL		EXT			FAX		

CREDIT CARD AUTHORIZATION FORM MUST BE SUBMITTED WITH THIS SERVICE

				RATES						
Shipments are accepted in the warehouse Monday to Friday between 8:00 a.m. and 4:00 p.m.				_	NTS RECEIVE RE DEADLINE			SHIPMENTS RECEIVED AFTER DEADLINE DATE		
TIME						PRICE PI	ER CWT			
Note: Rates are based on show move-in/move-out times. If your move-in or move-out time fall during overtime hours, overtime rate will apply.			CRATED	UNCRATED	SPECIAL HANDLING	CRATED	UNCRATED	SPECIAL HANDLING		
REGULAR TIME	Mon - Fri	8:00 ar	n – 4:00 pm	\$81.00	\$109.00	\$121.00	\$97.50	\$125.50	\$137.50	
OVERTIME	Mon – Fri Sat – Sun Holidays	Before All day All day	8:00 am or after 4:00 pm	\$96.00	\$124.00	\$146.00	\$112.50	\$140.50	\$162.50	
MINIMUM CHARGE The minimum charge app				plies to each shipment and is not cumulative on multiple shipments. \$243.00					\$ 243.00	
ON-SITE ORDERS A 25% surcharge will be a				applied to on-site orders.						
OFF-TARGE	T SHIPMENT:	S	A 30% surcharge will be	applied to off-target shipments.						

CALCULATION (when recording weight, round up to the nearest 100 lbs or minimum, whichever is greater)								
DESCRIPTION (see advance show receiving information sheet for definitions of shipments)	WEIGHT (LBS)		CWT		RATE (see applicable rates above)		ESTIMATED TOTAL (Final total will be adjusted according to shipment weight)	
CRATED/SKIDDED SHIPMENT		÷ 100 =		x	\$	=		
UNCRATED SHIPMENT		÷ 100 =		x	\$	=		
SPECIAL HANDLING SHIPMENTS		÷ 100 =		x	\$	=		
Note: Unless crated and uncrated shipments are separated and clearly identified on individual bills of lading with separate weight tickets, Stronco will								

Note: Unless crated and uncrated shipments are separated and clearly identified on individual bills of lading with separate weight tickets, Stronco will charge the entire shipment at the uncrated rate. Charges above are estimates only and will be adjusted according to weight tickets. A \$50 surcharge will apply if shipment has to be weighed. Off target shipments will be charged an additional 30% to the applicable CWT rate.

apply it shipment has to be weighed. On target shipments will be charged an additional 30% to the applicable GW i rate.							
PAYMENT							
Note: You must complete a credit card authorization form if you are paying by chequents	que SUB TOTAL						
VISA MC AMEX CHQ	13% HST						
	TOTAL						
CARD NUMBER	EXPIRY DATE						
I have read and understand the Terms & Conditions of my agreement with Stronco	HST# R129612164						
CARD HOLDER SIGNATURE	DATE						
TERMS & CONDITIONS This order is placed with the specific understanding that we hereby release STRONCO DESIGNS INC, its employees and/or agents from all liability for loss, theft and/or damage of or to our merchandise and property, no matter how caused, and that we have insured all such properties being handled. This charge is only for duration of show, any shipments brought back to our warehouse will be subject to charges.	Refunds will not be given on orders cancelled on-site. A 70% refund will be allowed on all written cancellations received 7 days prior to set-up, excluding display rentals and signage. All claims/discrepancies must be settled prior to show closing. No cheques will be accepted on-site.						

J46050 CWT-03-15-16+16-50-T1



SHIPPING LABELS - TO ADVANCE WAREHOUSE



ADVANCE WAREHOUSE

	EXHIBI	TION FREIGHT	
FROM			
		ALUBNIENE	
Al	DVANCED	SHIPMENT	
ТО			
FVIIIDIT	ING COMPANY		
EXHIBIT	ING COMPANY		
ВООТН	NUMBER		
OAO	2017 INFOMART TRA	DE SHOW	
SHOW			
C.		00	
	TRONCO LOGISTI 10B Caterpillar Road	US	
Mi	ississauga, ON L4X 2W9		
	DEDTIFIED WEIGHT TIOVETO A	DE DECLURED FOR ALL CUIDMENTO	
•		RE REQUIRED FOR ALL SHIPMENTS Monday – Friday, 8:00 am – 4:00 pm	
CARI	RIER		
NUM	BER OF PIECES	OF	

SHIPPING LABELS - DIRECT TO SHOW SITE



DIRECT TO SHOW SITE

EXHIBITION FREIGHT

FI	ROM
	DIRECT SHIPMENT
T	0
	EXHIBITING COMPANY
	BOOTH NUMBER
	OAO 2017 INFOMART TRADE SHOW
	SHOW
	SHERATON CENTRE TORONTO HOTEL
	123 Queen Street West
	Toronto, ON M5H 2M9
	CARRIER
	NUMBER OF PIECES OF

12-03-10

Material Handling Information Sheet

IMPORTANT - PLEASE READ CAREFULLY.

Stronco has been appointed as the Official Material Handling Service Provider for this event.

MATERIAL HANDLING SERVICE INCLUDES:

- Unloading of shipment and delivery to booth
- Removing of empty containers from booth to designated storage area (may be off-site)
- > Return of empty containers to booth after show closing
- Loading of shipment from booth to carrier of choice

Note: Transportation to and from show site is not included as part of this service.

ESTIMATING MATERIAL HANDLING CHARGES:

- Material handling services are charged per hundred weight (CWT) and rounded up to the nearest hundred. A minimum charge of 200 lbs per shipment is applicable.
- All shipments must be accompanied with a Certified Weight Ticket. Unless crated and uncrated shipments are separated and clearly identified on individual bills of lading with separate weight tickets, Stronco will charge the entire shipment at the uncrated rate. Charges are estimates only and will be adjusted according to weight tickets.
- > A \$50 surcharge will apply if shipment has to be weighed.
- > Off target shipments will be charged an additional 30% to the applicable CWT rate.

SHIPMENT DEFINITIONS						
CRATED/SKIDDED	Skidded materials or materials in a shipping container that can be unloaded at loading dock with no additional handling.					
UNCRATED	Loose or pad-wrapped shipments; machinery without proper lifting bars or hooks.					
SPECIAL HANDLING	Material that requires additional handling, including ground unloading, stacked or constricted space unloading, designated piece loading, alternate delivery location, loads mixed with pad wrapped material and shipments without proper delivery receipts.					
SMALL PACKAGE	Shipment consisting of any number of pieces not exceeding a combined weight of 30 lbs, and is received collectively on the same day, from the same shipper and delivered by the same carrier.					



^{*} This service includes move-in and move-out, whether fully or partially used

				Ma	teri	al Ha	andling	Order	Form
SHOW	OAO 2017 INFO	MART TRAD	E SHOW			DE	ADLINE DATE	March 15, 2	2017
LOCATION	Sheraton Centre	e Hotel – Toror	nto			(SHOW DATES	April 7, 2017	7
COMPANY							BOOTH#		
ADDRESS									
CITY			PRO	OV / STATE			POSTAL/ ZIP		
CONTACT			TI	TLE			EMAIL		
TEL				EXT			FAX		
	CREDIT CAR	RD AUTHORIZ	ATION FO	RATES		BMITTE		SERVICE	minimum)
		=					CRATED	UNCRATED	SPECIAL HANDLING
REGULAR T	ГІМЕ	Mon - Fri	8:00 am	8:00 am – 4:00 pm			\$59.00	\$73.00	\$84.00
OVERTIME Sat – S Holiday			Before 8:00 am or after 4:00 pm All day All day			00 pm	\$73.00	\$88.00	\$103.00
ON-SITE OF	RDERS	A 25% surch	narge will b	e applied to	on-site	e orders.			1
OFF-TARGE	ET SHIPMENTS	A 30% surch	narge will b	e applied to	off-tar	get shipm	nents.		
,	r move-in or move-o			,				ll a\lialan	
DESCRIPTION	indling information sheet	weigi	HT (LBS)	to the near	CWT		RATE (see applicable rates above)	ESTIMA (Final total	ATED TOTAL al will be adjusted to shipment
CRATED/SKIDDED SHIPMENT				÷ 100 =		х	\$	=	
UNCRATED SHIPMENT				÷ 100 =		x	\$	=	
SPECIAL HA	ANDLING SHIPME	NTS		÷ 100 =		x	\$	=	
charge the enti	rated and uncrated shi ire shipment at the unc oment has to be weigh	rated rate. Charg	ges above ar	e estimates or	nly and v	vill be adjus	sted according to whe applicable CW	veight tickets. A S T rate.	
			w	EIGHT (LB	S)	QTY	(per shi	·	OTAL

SMALL PACKAGE (not to exceed 30 lbs)	\$66.00				
PAYMENT					
Note: You must complete a credit card authorization form if you are paying by cheque	SUB TOTAL				
VISA MC AMEX CHQ	13% HST				
	TOTAL				
CARD NUMBER EXPIRY DATE					
I have read and understand the Terms & Conditions of my agreement with Stronco		HST# R129612164			
CARD HOLDER					
TERMS & CONDITIONS This order is placed with the specific understanding that we hereby release STRONCO DESIGNS INC, its employees and/or agents from all liability for loss, theft and/or damage of or to our merchandise and property, no matter how caused, and that we have insured all such properties being handled. This charge is only for duration of show, any shipments brought back to our warehouse will be subject to charges. *Refunds will not be given on orders cancelle *A 70% refund will be allowed on all written or rentals and signage. *All claims/discrepancies must be settled prior No cheques will be accepted on-site.	ancellations received 7 days prior to	set-up, excluding display			

J46050 CWT-03-15-16+16-50-T1



Labour Service Form

SHOW	OAO 2017 INFOMART TRADE SHOW				DLINE DA	TE March 15, 2017
LOCATION	Sheraton Centre Hotel – Toronto		SHOW DATES April 7, 2017			
COMPANY					BOOT	-1 #
ADDRESS						
CITY		PROV / S	STATE		POSTAL/	ZIP
CONTACT		TITLE			EMAIL	
TEL		EXT	-		FAX	

CREDIT CARD AUTHORIZATION MUST BE SUBMITTED WITH THIS SERVICE*

- Labour rates are charged per labourer per hour in half hour increments. A minimum charge of one hour per labourer is applicable.
- If Stronco supervision is required, add 25% to the total labour cost. A 25% surcharge is applicable on onsite orders.

		RATES	
REGULAR TIME	Mon - Fri	8:00 a.m. – 4:00 p.m.	\$103.00 / hour / man
OVERTIME	Mon – Fri Sat – Sun	4:00 p.m. – 6:00 p.m. 8:00 a.m. – 4:00 p.m.	\$155.00 / hour / man
DOUBLE TIME	Mon – Fri Sat – Sun All Holidays	After 6:00 p.m. After 4:00 p.m.	\$208.00 / hour/ man

INSTALLATION LABOUR ***Exhibitor must report to	Stronco Service Desk to receive labour***						
Date Required Start Time Required	A.M P.M.						
No of People Required Hours Per Person Total	Hours Rate Total						
SUPERVISION (Note: If Exhibitor is supervising labour, the Exhibitor	r must check labour in and out at the Stronco Service Desk.)						
Exhibitor Supervised Exhibitor *Exhibitor must be present to supervise Contact Name	Stronco Supervised *Exhibitor does not need to be present Add 25%						
DELIVERY INFORMATION							
	Delivery Time A.M P.M						
EXHIBIT INFORMATION							
	Set up drawings/photos attached: YES NO						
DISMANTLE LABOUR ***Exhibitor must report to Str	onco Service Desk to receive labour***						
Date Required Start Time Required	A.M P.M.						
No of People Required X Hours Per Person Total	x = \$						
No of People Required Hours Per Person Total SUPERVISION (Note: If Exhibitor is supervising labour, the Exhibitor	Hours Rate Total						
Exhibitor Supervised	Stronco Supervised \$						
*Exhibitor must be present to supervise Contact Name							
PICK-UP INFORMATION							
Carrier Pick-up Date	Pick-up Time A.M P.M						
PAYMENT							
Note: You must complete a credit card authorization form if you are paying by chec	que. SUB TOTAL						
VISA MC AMEX CHQ	13% HST						
	TOTAL						
CARD NUMBER	EXPIRY DATE						
I have read and understand the Terms & Conditions of my agreement with Stronco	D. HST# R129612164						
	DATE						
TERMS & CONDITIONS	No cheques will be accepted on-site. If exhibitor is supervising labour, the Exhibitor must check labour in and out at the Stronco service desk.						
This order is placed with the specific understanding that we hereby release STRONCO DESIGNS INC, its employees and/or agents from all liability for loss, theft and/or damage of or to our merchandise and property, no	l extinuior is supervising labour, the extinuior must check labour in and out at the surince service desk. Stronco reserves the right to change Labourers and/or rates as shifts change. All claims/discrepancies must be settled within one week of show closing.						
matter how caused, and that we have insured all such properties being handled. This charge is only for duration of							

J46050 03-15-16+16-50-T1



MX Show Special Order Form

SHOW	OAO 2017 INFOMART TRADE SHO	W	DE	ADLINE DAT	ΤE	March 15, 2017			
LOCATION	Sheraton Centre Hotel – Toronto		,	SHOW DATES April 7, 2017					
COMPANY					ВООТН	l #			
ADDRESS									
CITY		PROV / S	TATE		POSTAL/ Z	ZIP			
CONTACT		TITLE			EMAIL				
TEL		EXT			FAX				

MX1010 - 8'x10'



- Attractive brushed aluminum structure with your choice of panel colour
- 3 shelves

ITEM#

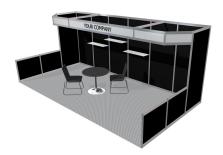
P-0029

P-0031

- 8' x 10' carpet
- 2 side chairs
- Pedestal table
- Company ID sign (logo extra)

QTY

MX1020 - 8'x20'



Attractive brushed aluminum structure with your choice of panel colour

AFTER DEADLINE

\$1,820.00

\$2,148.00

TOTAL

- 6 shelves
- 8' x 20' carpet
- 2 side chairs
- Pedestal table
- Company ID sign (logo extra)

PRE-SHOW

\$1,213.00

\$1,432.00

*All packages include delivery, installation and dismantling. **DESCRIPTION**

MX1010 - 8' x 10' - Brushed Aluminum Structure

MX1010 - 8' x 10'- Black Aluminum Structure

						. ,				
P-0030	MX1	1020 - 8' x 20'– Brushed Alumin	um Structure	\$1,82	20.00	\$2,730.00				
P-0032	MX1	1020 - 8' x 20'- Black Aluminum	n Structure	\$2,03	39.00	\$3,059.00				
Add company I	logo to ID sign			\$9	92.00	\$138.00				
					•					
Identification	sign to read:									
Choose Vinyl	Colour for Sid	gn:	Choose Panel Col	our: 🗖 B	Blue 🔲 G	rey 🖵 Wh	ite 🖵 Black			
-	`	9				•				
Choose Carpe	et Colour:	☐ Blue ☐ Grey ☐ Red ☐	Green Burgundy	/ 🗀 Blac	k 🖵 Pur	ole 🖵 Gold	☐ Teal			
PAVMENT *	***Pre-show pr	ices are only applicable if paym	ent is received prior	to deadlin	ne date***					
		authorization form if you are paying by o		to acadiii						
	MC AME		Sireque		SUB TO	ΓAL				
VISA	IVIC AIVIE		13% l	HST						
					TO	ΓAL				
CARD NUMBER			EXPIRY DATE							
I have read and und	erstand the Terms	& Conditions of my agreement with Stro	onco				HST# R129612164			
CARD HOLDER		SIGNATURE			DA ⁻	ΓE				
	}		Refunds will not be given or	Refunds will not be given on orders cancelled on-site. A 70% refund will be allowed on all written cancellations received 7 days prior to set-up, excluding display rentals and signage. All claims/discrepancies must be settled prior to show closing. If no colour is indicated, Stronco will make the selection on your behalf. Stronco will not be responsible for any materials or products left in exhibits, counters, storage units or showcases.						

J46050 03-15-16+16-50-T1



Booth Cleaning Form

SHOW	OAU 2017 INFOMART TRADE SHOW							DEADLINE DATE March 15, 201					.017		
LOCATION	Sheraton Centre Hotel – Toronto						SHOW DATES				April 7, 2017				
COMPANY										ВОО	TH#				
ADDRESS															
CITY				Р	ROV / ST	ATF				POSTAL	/ 7IP				
CONTACT					TITLE	7112				EMAIL					
TEL					EXT					FAX					
RATES - Inc	cludes vacu	uming an	d emptying	waste		s				.,,,					
	7.0.0.0.0.0.0.0.0.0.0.0.0.0.0.0.0.0.0.0		IZE (sq ft)	шаск	# OF						AFTE	R			
BOOTH S	IZE	(Booth Width	(Booth Depth)		DAYS			PF	RE-SH	OW I	DEADL	INE		TOTAL	
Under - 1000 s (Minimum \$52)				x _		_ days	X	\$	0.26	\$	0.39	=	\$		
1001 - 2500 so	q ft.			x _		_ days	X	\$	0.23	\$	0.35	=	\$		
2501 - 5000 so	q ft.			x _		_ days	X	\$	0.17	\$	0.26	=	\$		
5001 sq ft. and	d over			x		days	x	\$	0.16	\$	0.24	=	\$		
Steam Cleanir (Minimum \$85)				x _		days	X	\$	0.33	\$	0.50	=	\$		
Additional Cha	arges											_	\$		
On-Site Order	Charge (Add	d 35%)											\$		
Note: The above	rates are base	ed on gross	booth area.												
Additional charg			arpet in nee	d of s	pecial at	tention c	due to	o foo	d san	npling de	monst	rations,	, hair,	wood,	
Additional exhib	oit cleaning is	s available	at \$55.00 pe	er hou	ır.										
Please list inst	ructions / S	pecial red	uirements:												
DAVMENT		_	RS MUST BE									%			
PAYMENT			e only applic				eiveo	prio	r to d	eadline d	ate***				
Note: You must co	MC Credit	AMEX	alion ionn ii you CHQ	are pa	ying by che	eque				S	UB TC	TAL			
I I I I	I I I	I I	l I I	ı		1 1 1	1	ı	1	,	13%	HST			
CARD NUMBER							XPIRY	DATE			TC	TAL			
I have read and un	adoretand the To	orme & Condi	ions of my agra	omont	with Strong		AI IIII	DAIL						HST# R	129612164
CARD HOLDER		arris & Condi	lions of my agre		URE						D,	ATE			
TERMS & CONDITION No refunds or exchanges If no colour is indicated, 3 Carpet colour is subject t All orders must be paid in All prices are for the dure No cheques will be accept	s on carpet once they a Stronco will make the s to availability. n full 7 days prior to sh ation of the show, unles	selection on your boow set-up.				to availab • If no De • Refunds • A 70% and signa	oility. Pre adline D will not refund wage.	-show p ate is sp be giver ill be allo	orices are ecified, or n on orders owed on a	only applicable ders must be red s cancelled on-s	e if paymen ceived 14 da ite. ations receiv	t is received ays before sh	d prior to do now set-up t	ne Date" price ar eadline date. to receive Pre-Sh up, excluding disp	ow Pricing.

08-22-16-16-50-T1



Exhibit Packages

Make an impact & still make budget

We know planning for a trade show can be overwhelming. We also know that being visible and easy to find on a crowded floor is the key to a successful show. We have a system that meets your needs and your budget to make you stand out in the crowd. STRONCO offers a wide range of modular exhibit options, all geared towards giving you a professional appearance and increased visibility on the show floor, at a reasonable price.

Model #1 (10' x 10')

- Choice of Wall Panel Colour
- · Company ID Sign
- Carpet

Model #2 (10' x 10')

- Choice of Wall Panel Colour
- 3 Shelves
- Company ID Sign

- 1 Lockable Storage Counter, 41" High
- Carpet



Model #3 (10' x 10')

- Choice of Wall Panel Colour
- 3 Shelves
- · Company ID Sign

- 1 Lockable Storage Counter, 41" High
- Carpet

Model #4 (10' x 10')

- Choice of Wall Panel Colour
- 3 Slatwall Upper Panels
- 3 Clear Acrylic Shelves
- Company ID Sign
- 1 Lockable Storage Counter, 41" High
- Carpet



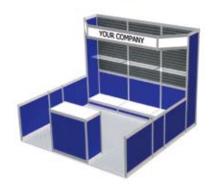




Exhibit Packages

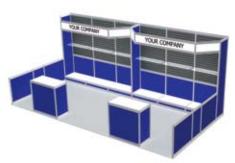
Model #5 (10' x 20')

- · Choice of Wall Panel Colour
- 6 Shelves
- 2 Company ID Signs
- 2 Lockable Storage Counters, 41" High
- Carpet



Model #6 (10' x 20')

- Choice of Wall Panel Colour
- 6 Slatwall Upper Panels
- 6 Clear Acrylic Shelves
- 2 Company ID Signs
- 2 Lockable Storage Counters, 41" High
- Carpet



Model #7 (10' x 20')

- Choice of Wall Panel Colour
- 1 Company ID Sign
- 2 Built-in Counters with Storage
- 2 Lockable Storage Counters, 41" High
- Carpet



Model #8 (10' x 20')

- Choice of Wall Panel Colour
- 2 Company ID Signs
- 4 Slatwall Panels

- Lockable Storage
- 2 Glass Tower Displays
- Carpet



Panel Colours



See order forms for details

Slatwall Colours Models # 4, 6, 8

White Grey Black

 $All \ exhibit \ packages \ include \ rental, \ delivery, \ installation, \ and \ dismantling. \ Electrical \ \& \ lighting \ requirements \ not \ included.$

Like the concept, but looking for something a little bit different? One of our exhibit design experts would be happy to help make your vision a reality. Call them today at 905.270.6767.



Exhibit Packages Order Form

SHOW	OAO 2017 I	INFOMART TRADE SH	IOW		DEA	DLINE D	ATE March	15, 2017
LOCATION	Sheraton Ce	entre Hotel – Toronto			S	SHOW DA	TES April 7	, 2017
COMPANIX						BOO:	F11 #	
COMPANY ADDRESS						B00	I	
CITY			DDOV / CTA	T-		DOCTAL	/ ZID	
CONTACT			PROV / STA	IE		POSTAL EMAIL	ZIP	
TEL			EXT			FAX		
			2///			1700		
			L PACKAG					
Install	ation & Disma	antling • Choice of Par			•		mpany Identif	ication Sign
EXHIBIT PAG	CKAGES	Electrical	and lighting red	quiremei	its not includ	dea.		
ITEM#	QTY	DESCRIPTION		Р	RE-SHOW		AFTER	TOTAL
	Q11						EADLINE	
P-0061		Model #1 – 8'x10'		\$	864.00		,296.00	\$
P-0062		Model #2 – 8'x10'		\$	1,465.00		2,198.00	\$
P-0063		Model #3 – 8'x10'		\$	1,465.00		2,198.00	\$
P-0064		Model #4 – 8'x10'		\$	1,702.00	\$ 2	2,553.00	\$
P-0065		Model #5 – 8'x 20'		\$	2,250.00	\$ 3	3,375.00	\$
P-0066		Model #6- 8'x 20'		\$	2,642.00	\$ 3	3,963.00	\$
P-0067		Model #7- 8'x 20'		\$	2,749.00	\$ 4	1,124.00	\$
P-0068		Model #8- 8'x 20'		\$	3,341.00	\$ 5	5,012.00	\$
PLEASE CO	MPLETE TH	HE FOLLOWING:						
CARPET COL	OUR			VINY	L COLOUR	FOR ID S	SIGN:	
Red	Blue	Grey			Black	Grey	Green	Red Blue
PANEL COLO	UR			IDEN	ITIFICATIOI	N SIGN TO	O READ:	
White Har	dwall Bl	lue Fabric Grey F	abric					
SLATWALLC	OI OUR (for	Models 4, 6 or 8)						
Black	Grey							
Please hav	e a represen	tative call to discuss cu	stom options					
PAYMENT	***Pro-show	prices are only applicat	olo if navment	ic receiv	red prior to	deadline d	ato***	
		ard authorization form if you ar			ed phor to			
VISA	·	MEX CHQ	1,0,1			50	JB TOTAL 13% HST	
							TOTAL	
CARD NUMBER				EXP	IRY DATE		"	
I have read and un	derstand the Teri	ms & Conditions of my agreen	nent with Stronco				DATE	HST# R129612164
TERMS & CONDITION					Il not be given on orde		е.	
All orders must be paid in All prices are for the dura	tion of the show, unless			rentals and s			, ,	ior to set-up, excluding display
	he deadline date will be	processed at the stated "After Deadline Da pplicable if payment is received prior to		 If no colour Stronco wil 	is indicated, Stronco v	will make the selec	tion on your behalf.	counters, storage units or
		eceived 14 days before show set-up to reco		showcases.				



Exhibit Accessories Form

SHOW	OAO 2017 INFOMART TRADE SHOW	DEADLINE DATE	March 15, 2017
LOCATION	Sheraton Centre Hotel – Toronto	SHOW DATES	April 7, 2017

COMPANY			воот	H #
ADDRESS				
CITY	PROV / S	STATE	POSTAL/	ZIP
CONTACT	TITLE		EMAIL	
TEL	EXT		FAX	



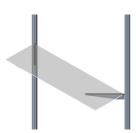
Alligator Lock



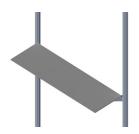
Waterfall Bracket



Garment Rail



Glass Shelf



Melamine Shelf



Acrylic Literature Pocket

ACCESS	ACCESSORIES						
ITEM # QTY DESCRIPTION		Р	RE-SHOW	AFTER DEADLINE		TOTAL	
604		Alligator Lock	\$	16.00	\$	24.00	\$
607		Waterfall Bracket	\$	37.00	\$	56.00	\$
609		Garment Rail	\$	43.00	\$	65.00	\$
605		Glass Shelf	\$	47.00	\$	71.00	\$
606		Melamine Shelf	\$	39.00	\$	59.00	\$
608		Acrylic Literature Pocket	\$	29.00	\$	44.00	\$

PAYMENT ***Pre-show prices are only applicable if payment	t is received prior to deadline date***
Note: You must complete a credit card authorization form if you are paying by cheq	que SUB TOTAL
VISA MC AMEX CHQ	13% HST
	TOTAL
CARD NUMBER	EXPIRY DATE
I have read and understand the Terms & Conditions of my agreement with Stronco	HST# R129612164
CARD HOLDER SIGNATURE	DATE
TERMS & CONDITIONS • All orders must be paid in full 7 days prior to show set-up. • All prices are for the duration of the show, unless otherwise stated. • No cheques will be accepted on-site. • All orders received after the deadline date will be processed at the stated "After Deadline Date" price and are subject to availability. Pre-show prices are only applicable if payment is received prior to deadline date. • If no Deadline Date is specified, orders must be received 14 days before show set-up to receive Pre-Show Pricing.	Refunds will not be given on orders cancelled on-site. A 70% refund will be allowed on all written cancellations received 7 days prior to set-up, excluding display rentals and signage. All claims/discrepancies must be settled prior to show closing. If no colour is indicated, Stronco will make the selection on your behalf. Stronco will not be responsible for any materials or products left in exhibits, counters, storage units or showcases.

Carpet Order Form

SHOW	OAO	2017 INFOMART TRAI	DE SHOW		DEADLIN	E DATE	March 15,	2017
LOCATION	Shera	aton Centre Hotel – Torc	onto		SHOW	DATES	April 7, 201	7
2011711111								
COMPANY					=	OOTH#		
ADDRESS								
CITY			PROV / STATE		POS	TAL/ ZIP		
CONTACT			TITLE		EM			
TEL			EXT		F	AX		
BOOTH CA	ARPET -	- STANDARD SIZE						
,		specified below, please co	mplete the Custom Size se					
ITEM #	QTY	DESCRIPTION		PRE	SHOW	AFTER	DEADLINE	TOTAL
11-05-006		8' x 10' - Single Booth		\$ 189	9.00	\$ 28	4.00	\$
11-05-008		8' x 20' - Double Boot	h	\$ 341	1.00	\$ 51	2.00	\$
Select Colour		RED BLUE G	OLD GREY BL	ACK TEA	L GRE	EN F	PURPLE	BURGUNDY
		- CUSTOM SIZE						
If your booth charges may		ot listed above, please co angled cuts.	mplete this section. Add	litional	PRE-SHC	W AF	TER DEADLIN	IE TOTAL
Booth Size		ft x	ft =	sq ft	\$ 2.43	\$	3.65	\$
Select Colour		ED BLUE GO	LD GREY BLAC	CK TEAL	GREE	N PL	JRPLE BI	URGUNDY
UNDERPA	DDING							
	DDING				PRE-SHC	W AF	TER DEADLIN	IE TOTAL
UNDERPA Booth Size	DDING	ft x	ft =	sq ft	PRE-SHC	W AF	TER DEADLIN	TOTAL \$
Booth Size		ft ×		sq ft				
Booth Size				sq ft		\$		\$
Booth Size	I (PLAS		RING)		\$ 1.19	\$	1.79	\$
Booth Size	I (PLAS	TIC CARPET COVER	RING)		\$ 1.19	\$ W AF	1.79 TER DEADLIN	\$ TOTAL

PAYMENT ***Pre-show prices are of	only applicable if payment	is received prior to deadling	ne date***	
Note: You must complete a credit card authorization	on form if you are paying by chec	ue	SUB TOTAL	
VISA MC AMEX C	CHQ		13% HST	
			TOTAL	
CARD NUMBER		EXPIRY DATE		
I have read and understand the Terms & Condition	ns of my agreement with Stronco			HST# R129612164
CARD HOLDER	SIGNATURE		DATE	
TERMS & CONDITIONS No refunds or exchanges on carpet once they are delivered. If no colour is indicated, Stronco will make the selection on your behal Carpet colour is subject to availability. All orders must be paid in full 7 days prior to show set-up. All prices are for the duration of the show, unless otherwise stated. No cheques will be accepted on-site.	f.	All orders received after the deadline date wis subject to availability. Pre-show prices are or if no Deadline Date is specified, orders must Pricing. Refunds will not be given on orders cancelle A 70% refund will be allowed on all written crentals and signage. All claims/discrepancies must be settled prior and a signage.	nly applicable if payment is re be received 14 days before sho d on-site. ancellations received 7 days pri	ceived prior to deadline date. w set-up to receive Pre-Show



Display Tables, Carpet & Drapery

Display Tables

DRAPED TABLES

201 4' L x 24" W x 30" H 202 6' L x 24" W x 30" H

203 8' L x 24" W x 30" H

208 4' L x 24" W x 42" H 209 6' L x 24" W x 42" H 210 8' L x 24" W x 42" H

Teal	Green	Black
Blue	Purple	Silver
White	Gold	Burgundy
Taupe	Red	Ivory

Actual colours may vary slightly.

Draped tables include white vinyl top and pleated skirt on three sides. Fourth side draping can be added. See order form for details.



UNDRAPED TABLES

205 4' L x 24" W x 30" H

206 6' L x 24" W x 30" H

207 8' L x 24" W x 30" H

212 4' L x 24" W x 42" H

213 6'L x 24" W x 42" H

214 8'L x 24" W x 42" H

Undraped tables include white vinyl top.



Drapery

We offer 3' high, 8' high and 12' high drape in a variety of colours. See order form for available colours.



Actual colours may vary slightly.

Carpet

Our carpet is available in a variety of colours and sizes. Prices include delivery, installation and removal. Carpet underpad and visqueen covering are also available as additions. See order form for details.



Actual colours may vary slightly.



Display Tables & Drapery Order Form

SHOW	OAO 2017 INFOMART TRADE SHOW		DEAD	LINE DATE	March 15	, 2017
LOCATION	Sheraton Centre Hotel – Toronto		SH	OW DATES	April 7, 20)17
COMPANY				воотн #		
ADDRESS						
CITY	PRO	OV / STATE		POSTAL/ ZIP		
CONTACT		TLE		EMAIL		
TEL		EXT		FAX		
				IAA		
	ARLEO CON LUCIA					
	BLES – 30" HIGH Draped tables include white vin	yl top and pleated skir				TOTAL
ITEM # 201	QTY DESCRIPTION 4'L x 24"W x30"H		PRE-SHOW \$ 75		113.00	TOTAL \$
202	6'L x 24"W x30"H			.00 \$	140.00	\$
203	8'L x 24"W x30"H		\$ 112		168.00	\$
204	4 th Side Draped		\$ 36		54.00	\$
	RED BLUE GOLD W	HITE BLACK	TEAL	GREEN	PURPLE	BURGUNDY
Select Colour	IVORY SILVER TAUPE					
DRABED TA	ABLES - 42" HIGH Draped tables include white vin	وأزام المعمول والمراجع ومعاري	han dhua a sidaa - Easadh	atala a san la salasan		
208	4'L x 24"W x42"H	yl top and pleated skir	\$ 102		ed as an addition. 153.00	\$
209	6'L x 24"W x42"H		\$ 118		177.00	\$
210	8'L x 24"W x42"H		\$ 137		206.00	\$
211	4 th Side Draped			.00 \$	62.00	\$
Select Colour	RED BLUE GOLD WI	HITE BLACK	TEAL	GREEN	PURPLE	BURGUNDY
UNDRAPED	TABLES - 30" HIGH Undraped tables include w	hite vinyl top.				
205	4'L x 24"W x30"H		*	.00 \$	74.00	\$
206	6'L x 24"W x30"H		T	.00 \$	74.00	\$
207	8'L x 24"W x30"H		\$ 49	.00 \$	74.00	\$
	TABLES - 42" HIGH Undraped tables include wi	nite vinyl top.	<u> </u>		407.00	
212 213	4'L x 24"W x42"H 6'L x 24"W x42"H		\$ 71		107.00	\$
214	8'L x 24 W x42 H		•	.00 \$.00 \$	107.00 107.00	\$
214	0 L X 24 W X42 11		Ψ /1.	.00 ψ	107.00	Ψ
DRAPERY						
	DESCRIPTION		PRE-SHO	W AFTER	R DEADLINE	TOTAL
	3'High Drapery		\$ 10.00 /Lin		15.00/Lin Ft	\$
	B' High Drapery		\$ 12.00/Lin		18.00/Lin Ft	\$
	12' High Drapery		\$ 14.00/Lin		21.00/Lin Ft	\$
0-1	RED BLUE GOLD I	WHITE BLAC	K TEAL	GREEN	PURPLE	BURGUNDY
Select Colour	IVORY SILVER BEIGE					
PAYMENT	***Pre-show prices are only applicable if p	avment is rece	ived prior to de	adline date*	**	
	omplete a credit card authorization form if you are paying		p to do		TOTAL	
VISA	MC AMEX CHQ				_	
			1 1 1	1	% HST	
			(DUD) (D.A.T.E.	1	ΓΟΤΑL	
CARD NUMBER			(PIRY DATE			
	nderstand the Terms & Conditions of my agreement wit					HST# R129612164
CARD HOLDER	SIGNATUF				DATE	
All prices are for the dur No cheques will be acce All orders received after subject to availability. Pre	in full 7 days prior to show set-up. ation of the show, unless otherwise stated.	A 70% r rentals an All claim: If no cold date.	s/discrepancies must be settl our is indicated, Stronco will r will not be responsible for an	rritten cancellations re led prior to show closi make the selection on	ng. your behalf.	



Counters, Storage & Display Units

Counters



Computer Stands Bag Stand Holder

Glass Showcases





Counters, Storage & Display Units Order Form

SHOW		OAO 2017 INFOMART TRADE SHOW		DEADLI	NE DATE	March 15,	2017
LOCATIO	NC	Sheraton Centre Hotel – Toronto		SHOV	V DATES	April 7, 20	17
COMPAI	NΥ				воотн#		
ADDRES	SS						
CITY		PROV / STATE		PC	STAL/ ZIP		
CONTAC	CT	TITLE		Е	MAIL		
TEL		EXT			FAX		
COUNT	FRS						
	QTY	DESCRIPTION		PRE-SHOW	AFTE	R DEADLINE	TOTAL
603		Counter Storage Unit – 42"Hx42"Wx18"D, White on	ly	\$ 152	00 \$	228.00	\$
803		Counter Storage Unit – 41"Hx41"Wx20"D	,	-		311.00	
003		Red Blue Grey Black		\$ 207	.00 ф	311.00	ν Φ
804		Curved Storage Counter – 41"Hx60"	nite	\$ 312	00 \$	468.00	\$
801		U-Shaped Counter, open back – 41"H Red Blue Grey Black Wh		\$ 416	00 \$	624.00	\$
COMPL	JTER	& BAG STANDS					
ITEM#	QTY	DESCRIPTION	PR	E-SHOW	AFTER	DEADLINE	TOTAL
601		Computer Stand – 41"H	\$	150.00		225.00	\$
701		Bag Stand Holder	\$	116.00	\$	174.00	\$
GLASS	SHO	NCASES					
ITEM#	QTY	DESCRIPTION	PR	E-SHOW	AFTER	DEADLINE	TOTAL
SH-C1		Glass Display Case (1/3 view)	\$	363.00		545.00	\$
SH-C2		Glass Display Case (full view)	\$	398.00		597.00	\$
SH-F1		Tower Showcase	\$	409.00) \$	614.00	\$
DISPLA	Y UN	TS					
ITEM#	QTY	DESCRIPTION		PRE-SHOW	AFTE	R DEADLINE	TOTAL
702		Slatwall Shelving Unit - 8'Hx40"W Black Grey White Maple		\$ 393.	00 \$	590.00	\$
704		Pegboard Shelving Unit – 8'Hx40"W		\$ 357.	00 \$	536.00	\$
703		Grid Panels – 2'x7' (4" square grid)		\$ 89.	00 \$	134.00	\$
802		20" Square Pedestal – 36"H Black Grey White Blue R	ed	\$ 144.	00 \$	216.00	\$
PAYME	NT	***Pre-show prices are only applicable if payment is re	ooiyoo	Inrior to door	lino dato*	k*	
		rre-snow prices are only applicable it payment is re-	Jeivec	i prior to dead			
VISA		MC AMEX CHQ			SUB T		
	1		1 1	1 1 1		6 HST OTAL	
CARD NUME	BER		EXPIRY	DATE		OTAL	
		erstand the Terms & Conditions of my agreement with Stronco.				DATE	HST# R129612164
All prices are f No cheques w All orders rece subject to availa	DNDITION t be paid in or the durati ill be accept ived after the	ull 7 days prior to show set-up. on of the show, unless otherwise stated. do on-site. de dan-site. de dadline date will be processed at the stated "After Deadline Date" price and are	% refund was and signal aims/discrescolour is in co will not	be given on orders cance ill be allowed on all writte generate the settled p pancies must be settled p dicated, Stronco reserves be responsible for any ma	lled on-site. In cancellations record to show closing the right to make	g. the selection on your be	et-up, excluding display



Accessories & Office Furnishings

Accessories





302 Sign Holder, holds 22" x 28" sign



303 Draw Drum, clear acrylic



Acrylic Ballot Box 21" square x 36" H



309 Disposable Wastebasket



311 Bar Fridge



C-BA-7 Lit Stand, wire frame, double-sided with 8 pockets



304 Lit Stand, chrome base with 7 acrylic pockets



124 Coat Tree



113 Garment Rack, rolling



114 Garment Rack, stationary



123 Retractable Stanchion with black strap



Office Furniture

C-OF-1 Desk 30" x 60"



C-OF-5 Bookshelf



C-OF-12 Meeting Table 42" round, black top



Accessories & Office Furnishings Order Form

EMAIL

FAX

SHOW	OAO 2017 INFOMART TRADE SHOW	DEADLINE DATE	March 15, 2017
LOCATION	Sheraton Centre Hotel – Toronto	SHOW DATES	April 7, 2017
COMPANY		BOOTH#	
ADDRESS			
CITY	PROV / STATE	POSTAL/ ZIP	

TITLE

EXT

CONTACT

TEL

ACCESS	ACCESSORIES									
ITEM#	QTY	DESCRIPTION	ı	PRE-SHOW	AFT	ER DEADLINE		TOTAL		
301		Easel	\$	47.00	\$	71.00	\$			
302		Sign Holder	\$	69.00	\$	104.00	\$			
303		Draw Drum, clear acrylic	\$	89.00	\$	134.00	\$			
501		Acrylic Ballot Box – 21" square x 36"H	\$	139.00	\$	209.00	\$			
309		Wastebasket	\$	15.00	\$	23.00	\$			
311		Bar Fridge	\$	199.00	\$	299.00	\$			
C-BA-7		Lit Stand - double-sided with 8 pockets	\$	137.00	\$	206.00	\$			
304		Not Available								
124		Coat Tree	\$	37.00	\$	56.00	\$			
113		Garment Rack, rolling	\$	76.00	\$	114.00	\$			
114		Garment Rack, stationary	\$	76.00	\$	114.00	\$			
123		Retractable Stanchion, with black strap	\$	65.00	\$	98.00	\$			

OFFICE F	URNITU	RE				
ITEM #	QTY	DESCRIPTION	PRE-SHOW	AFTE	ER DEADLINE	TOTAL
C-OF-1		Desk - 30"x60"	\$ 143.00	\$	215.00	\$
C-OF-5		Bookshelf – 72"H	\$ 85.00	\$	128.00	\$
C-OF-12		Meeting Table – 42" round, black top	\$ 161.00	\$	242.00	\$

PAYMENT	***Pre-s	show p	rices a	re only	applic	cable	if pay	ment	is re	eceived p	orior	to dead	lline date***		
Note: You must co	mplete a ci	redit car	d authori	zation fo	rm if yo	u are pa	aying b	oy cheq	lue				SUB TOTAL		
VISA	MC	AM	IEX	CHQ									13% HS7	Г	
													TOTAL	_	
CARD NUMBER										EXPIRY D	ATE				
I have read and ur	derstand th	he Term	s & Conc	litions of	my agr	eement	with S	Stronco							HST# R129612164
CARD HOLDER						SIGNA	TURE						DATE		
TERMS & CONDITIOI All orders must be paid in All prices are for the dura No cheques will be acce All orders received after subject to availability. Pre If no Deadline Date is sp	full 7 days priction of the show oted on-site. he deadline dates show prices are	w, unless oth te will be pro e only appli	herwise state ocessed at the cable if payme	e stated "At ent is recei	ved prior to	deadline of	date.		• A 7 renta • All • If no • Stro	als and signage. claims/discrepa o colour is indic	be allower ncies mu ated, Str	ed on all writter ist be settled p onco will make	illed on-site. n cancellations received 7 da rior to show closing. the selection on your behalt terials or products left in exh	f.	



Chairs & Stools

Chairs

102 Side Chair, grey fabric



121 Steno Chair, grey fabric



C-OF-11 Ripple Back Leather Executive Meeting Chair



C-OF-13 Ripple Back Leather Sled Base Meeting Chair



112 Executive Chair, black leather



103 Executive Chair, black fabric



C-OF-16 Steno Chair. black fabric



Stools

115 Drafting Stool, grey fabric 116 Drafting Stool, black fabric



106 Counter Stool, grey



117 Fan Back Stool, black leather 109 Fan Back Stool, black fabric



110 Banana Stool, black leather



118 Wire Back Stool, grey fabric





C-BS-1 Chrome Frame Bar Stool,









C-BS-18 Square Bar Stool,



C-BS-11 Hannah Bar Stool, white seat



C-BS-6 Black Leather Bar Stool

White Black





Chairs & Stools Order Form

FAX

SHOW	OAO 2017 INFOMART TRADE SH	IOW		DE	ADLINE DA	TE	March 15, 2017	
LOCATION	Sheraton Centre Hotel – Toronto			;	SHOW DAT	ES	April 7, 2017	
COMPANY					BOOTI	H #		
ADDRESS				•				
CITY		PROV / S	TATE		POSTAL/	ZIP		
CONTACT		TITI F			FMAII			

EXT

CHAIRS						
ITEM #	QTY	DESCRIPTION	PRE-SHOW	AF	TER DEADLINE	TOTAL
102		Side Chair, Grey Fabric	\$ 39.00	\$	59.00	\$
121		Steno Chair, Grey Fabric	\$ 69.00	\$	104.00	\$
C-OF-11		Ripple Back Leather Executive Meeting Chair	\$ 126.00	\$	189.00	\$
C-OF-13		Ripple Back Leather Sled Base Meeting Chair	\$ 106.00	\$	159.00	\$
112		Executive Chair, Black Leather	\$ 96.00	\$	144.00	\$
103		Executive Chair, Black Fabric	\$ 77.00	\$	116.00	\$
C-OF-16		Steno Chair, Black Fabric	\$ 81.00	\$	122.00	\$

STOOLS						
ITEM#	QTY	DESCRIPTION	PRE-SHOW	AF	TER DEADLINE	TOTAL
115		Drafting Stool, Grey Fabric	\$ 81.00	\$	122.00	\$
116		Drafting Stool, Black Fabric	\$ 81.00	\$	122.00	\$
106		Counter Stool, Grey	\$ 75.00	\$	113.00	\$
117		Fan Back Stool, Black Leather	\$ 97.00	\$	146.00	\$
109		Fan Back Stool, Black Fabric	\$ 83.00	\$	125.00	\$
110		Banana Stool, Black Leather	\$ 99.00	\$	149.00	\$
118		Wire Back Stool, Grey Fabric	\$ 83.00	\$	125.00	\$
C-BS-6		Black Leather Bar Stool	\$ 106.00	\$	159.00	\$
C-BS-7		White Leather Bar Stool	\$ 106.00	\$	159.00	\$
C-BS-1		Chrome Frame Bar Stool - Grey Seat	\$ 106.00	\$	159.00	\$
C-BS-19		Chrome Frame Bar Stool - White Seat	\$ 106.00	\$	159.00	\$
C-BS-20		Chrome Frame Bar Stool - Black Seat	\$ 106.00	\$	159.00	\$
C-BS-2		Chrome Square Bar Stool – White Seat	\$ 71.00	\$	107.00	\$
C-BS-3		Chrome Square Bar Stool – Black Seat	\$ 71.00	\$	107.00	\$
C-BS-18		Chrome Square Bar Stool – Red Seat	\$ 71.00	\$	107.00	\$
C-BS-11		Hannah Bar Stool – White Seat	\$ 106.00	\$	159.00	\$

PAYMENT ***Pre-show prices are only applicable if payment	is received prior to deadline date***
Note: You must complete a credit card authorization form if you are paying by cheq	SUB TOTAL
VISA MC AMEX CHQ	13% HST
	TOTAL
CARD NUMBER	EXPIRY DATE
I have read and understand the Terms & Conditions of my agreement with Stronco	HST# R129612164
CARD HOLDER SIGNATURE	DATE
TERMS & CONDITIONS • All orders must be paid in full 7 days prior to show set-up. • All prices are for the duration of the show, unless otherwise stated. • No cheques will be accepted on-site. • All orders received after the deadline date will be processed at the stated "After Deadline Date" price and are subject to availability. Pre-show prices are only applicable if payment is received prior to deadline date. • If no Deadline Date is specified, orders must be received 14 days before show set-up to receive Pre-Show Pricing.	Refunds will not be given on orders cancelled on-site. A 70% refund will be allowed on all written cancellations received 7 days prior to set-up, excluding display rentals and signage. All claims/discrepancies must be settled prior to show closing. If no colour is indicated, Stronco will make the selection on your behalf. Stronco will not be responsible for any materials or products left in exhibits, counters, storage units or showcases.

J46050 03-15-16+16-50-T1



TEL

Bistro Tables

Bistro Table, black 30" diameter



C-CRU-1 Bistro Table, black top, aluminum base 30" diameter



C-CRU-10 Round Brushed Aluminum Table, laminate top 30" diameter



C-CRU-3 Chrome Table, white plexi top 24" x 24" sq.



Pedestal Tables

104 Round White Ped Table 30" H



105 Round White Ped Table



119 Round Ped Table, grey top, chrome stand



120 Round Ped Table, grey top, chrome stand 18" H



Coffee & End Tables

C-CT-4 Black Glass Coffee Table, steel frame 24" x 48"



C-CT-11 Chrome Coffee Table, white plexi 24" x 48"



C-CT-5 Round Chrome Coffee Table, white plexi top 39" x 15"H





C-ET-5 Black Glass End Table, steel frame



C-ET-11 Round Chrome End Table, white plexi top 24" x 18"





C-ET-10 Chrome End Table, square, white plexi 18" x 18"



Tables Order Form

EMAIL

FAX

SHOW	OAO 2017 INFOMART TRADE SHOW	DEADLINE DATE	March 15, 2017
LOCATION	Sheraton Centre Hotel – Toronto	SHOW DATES	April 7, 2017
COMPANY		BOOTH#	
ADDRESS			
CITY	PROV / STATE	POSTAL/ ZIP	

TITLE

EXT

CONTACT

TEL

BISTRO T	ABLES						
ITEM#	QTY	DESCRIPTION	PRE-	SHOW	AFTE	R DEADLINE	TOTAL
111		Bistro Table, black – 30" D	\$	144.00	\$	216.00	\$
C-CRU-1		Bistro Table, black top, aluminum base – 30" D	\$	163.00	\$	245.00	\$
C-CRU-10		Round Brushed Aluminum Table – 30" D	\$	151.00	\$	227.00	\$
C-CRU-3		Chrome Table, white plexi top – 24"x24" sq.	\$	129.00	\$	194.00	\$
PEDESTA	L TAB	LES					
104		Round White Ped Table – 30"H	\$	75.00	\$	113.00	\$
105		Round White Ped Table – 18"H	\$	67.00	\$	101.00	\$
119		Round Ped Table, grey top – 30"H	\$	75.00	\$	113.00	\$
120		Round Ped Table, grey top- 18"H	\$	67.00	\$	101.00	\$
COFFEE 8	& END	TABLES					
C-CT-4		Black Glass Coffee Table – 24"x48"	\$	127.00	\$	191.00	\$
C-CT-5		Round Chrome Coffee Table, white top	\$	127.00	\$	191.00	\$
C-CT-6		Round Chrome Coffee Table, black top	\$	127.00	\$	191.00	\$
C-ET-11		Round Chrome End Table, white top – 24"x18"	\$	110.00	\$	165.00	\$
C-ET-12		Round Chrome End Table, black top – 24"x18"	\$	110.00	\$	165.00	\$
C-CT-11		Chrome Coffee Table, white plexi – 24"x48"	\$	127.00	\$	191.00	\$
C-ET-5		Black Glass End Table – 24"x24"	\$	110.00	\$	165.00	\$
C-ET-10		Chrome End Table, square, white plexi – 18"x18"	\$	110.00	\$	165.00	\$

PAYMENT ***Pre-show prices are only applicable if payment	It is received prior to deadline date***
Note: You must complete a credit card authorization form if you are paying by chec	que SUB TOTAL
VISA MC AMEX CHQ	13% HST
	TOTAL
CARD NUMBER	EXPIRY DATE
I have read and understand the Terms & Conditions of my agreement with Stronco	0 HST# R129612164
CARD HOLDER SIGNATURE	DATE
TERMS & CONDITIONS • All orders must be paid in full 7 days prior to show set-up. • All prices are for the duration of the show, unless otherwise stated. • No cheques will be accepted on-site. • All orders received after the deadline date will be processed at the stated "After Deadline Date" price and are subject to availability. Pre-show prices are only applicable if payment is received prior to deadline date. • If no Deadline Date is specified, orders must be received 14 days before show set-up to receive Pre-Show Pricing.	Refunds will not be given on orders cancelled on-site. A 70% refund will be allowed on all written cancellations received 7 days prior to set-up, excluding display rentals and signage. All claims/discrepancies must be settled prior to show closing. If no colour is indicated, Stronco will make the selection on your behalf. Stronco will not be responsible for any materials or products left in exhibits, counters, storage units or showcases.



Sofas & Chairs

STRONCO LINE

C-SS-48 Stronco Open Back Sofa, black (3 seater) C-SS-49 Stronco Open Back Sofa, black (2 seater)

C-SS-50 Stronco Open Back Single Chair, black

C-SS-51 Stronco Open Back Sofa, mocha (3 seater) C-SS-52 Stronco Open Back Sofa, mocha (2 seater) C-SS-53 Stronco Open Back Single Chair, mocha

C-SS-54 Stronco Open Back Sofa, buttercream (3 seater) C-SS-55 Stronco Open Back Sofa, buttercream (2 seater) C-SS-56 Stronco Open Back Single Chair, buttercream







BARCELONA LINE

C-SS-24 Barcelona Black Sofa (3 seater)

C-SS-25 Barcelona Black Sofa (2 seater)

C-SS-26 Barcelona Black Single Chair

C-SS-28 Barcelona White Sofa (3 seater) C-SS-29 Barcelona White Sofa (2 seater)

C-SS-30 Barcelona White Single Chair

C-SS-32 Barcelona Red Sofa (3 seater) C-SS-33 Barcelona Red Sofa (2 seater)

C-SS-34 Barcelona Red Single Chair

C-SS-27 Barcelona Black Foot Stool C-SS-31 Barcelona White Foot Stool C-SS-35 Barcelona Red Foot Stool









SQUARE LINE

C-SS-66 Square, L-shaped Back Single Chair,

C-SS-69 Square, L-shaped Back Single Chair,



C-SS-67 Square Back Single Chair,

C-SS-70 Square Back Single Chair, white



C-SS-68 Square, No Back Ottoman,

C-SS-71 Square, No Back Ottoman, white



ROUND BACK TUB CHAIR

C-SS-8 Black Leather Round Back Tub Chair C-SS-74 White Leather Round Back Tub Chair





Sofas & Chairs Order Form

SHOW	OAO 2017 INFOMART TRADE SHOW	DEADLINE DATE	March 15, 2017
LOCATION	Sheraton Centre Hotel – Toronto	SHOW DATES	April 7, 2017

COMPANY		ВООТ	H#
ADDRESS			
CITY	PROV / S	STATE POSTAL	ZIP
CONTACT	TITLE	EMAIL	
TEL	EXT	FAX	

ITEM#	QTY	DESCRIPTION	ı	PRE-SHOW	AFTE	R DEADLINE	TOTAL
C-SS-48		Stronco open back sofa, 3 seater, black	\$	454.00	\$	681.00	\$
C-SS-51		Stronco open back sofa, 3 seater, mocha	\$	454.00	\$	681.00	\$
C-SS-54		Not Available					
C-SS-49		Stronco open back love seat, 2 seater, black	\$	315.00	\$	473.00	\$
C-SS-52		Stronco open back love seat, 2 seater, mocha	\$	315.00	\$	473.00	\$
C-SS-55		Not Available					
C-SS-50		Stronco open back single chair, black	\$	229.00	\$	344.00	\$
C-SS-53		Stronco open back single chair, mocha	\$	229.00	\$	344.00	\$
C-SS-56		Not Available					
BARCELO	NA LINE						
C-SS-24		Barcelona black sofa, 3 seater	\$	454.00	\$	681.00	\$
C-SS-28		Barcelona white sofa, 3 seater	\$	454.00	\$	681.00	\$
C-SS-32		Barcelona red sofa, 3 seater	\$	454.00	\$	681.00	\$
C-SS-25		Barcelona black sofa, 2 seater	\$	315.00	\$	473.00	\$
C-SS-29		Barcelona white sofa, 2 seater	\$	315.00	\$	473.00	\$
C-SS-33		Barcelona red sofa, 2 seater	\$	315.00	\$	473.00	\$
C-SS-26		Barcelona black single chair	\$	229.00	\$	344.00	\$
C-SS-30		Barcelona white single chair	\$	229.00	\$	344.00	\$
C-SS-34		Barcelona red single chair	\$	229.00	\$	344.00	\$
C-SS-27		Barcelona black foot stool	\$	153.00	\$	230.00	\$
C-SS-31		Barcelona white foot stool	\$	153.00	\$	230.00	\$
C-SS-35		Barcelona red foot stool	\$	153.00	\$	230.00	\$
SQUARE L	INE						
C-SS-66		Square, L-shaped back single chair, black	\$	141.00	\$	212.00	\$
C-SS-69		Square, L-shaped back single chair, white	\$	141.00	\$	212.00	\$
C-SS-67		Square back single chair, black	\$	129.00	\$	194.00	\$
C-SS-70		Square back single chair, white	\$	129.00	\$	194.00	\$
C-SS-68		Square, no back ottoman, black	\$	116.00	\$	174.00	\$
C-SS-71		Square, no back ottoman, white	\$	116.00	\$	174.00	\$
ROUND B	ACK TUB	CHAIRS					
C-SS-8		Black leather round back tub Chair	\$	153.00	\$	230.00	\$
C-SS-74		White leather round back tub Chair	\$	153.00	\$	230.00	\$

PAYMENT ***Pre-show prices are only applicable if paymer	nt is received prior to deadli	ne date***	
Note: You must complete a credit card authorization form if you are paying by che	eque	SUB TOTAL	
VISA MC AMEX CHQ		13% HST	
		13/81131	
		TOTAL	
CARD NUMBER	EXPIRY DATE		
I have read and understand the Terms & Conditions of my agreement with Strong	0		HST# R129612164
CARD HOLDER SIGNATURE		DATE	
TERMS & CONDITIONS	Refunds will not be given on orders cancelled.		
. All and are proved by a paid in full 7 days a prior to about and top	 Δ 70% refund will be allowed on all written or 	ancellations received 7 days prin	r to eat-up, avaluding dieplay

- All orders must be paid in full 7 days prior to show set-up.
 All prices are for the duration of the show, unless otherwise stated.
- No cheques will be accepted on-site.
- All orders received affer the deadline date will be processed at the stated "After Deadline Date" price and are subject to availability. Pre-show prices are only applicable if payment is received prior to deadline date.

 If no Deadline Date is specified, orders must be received 14 days before show set-up to receive Pre-Show Pricing.
- rentals and signage.
- All claims/discrepancies must be settled prior to show closing.
- If no colour is indicated, Stronco will make the selection on your behalf.
- Stronco will not be responsible for any materials or products left in exhibits, counters, storage units or showcases.

J46050

03-15-16+16-50-T1



Signs & Banners Order Form

SHOW	OAO 2017 INFOMART TRADE SHOW				ADLINE DA	TE	March 15, 2017
LOCATION	Sheraton Centre Hotel – Toronto				SHOW DAT	ES	April 7, 2017
COMPANY					BOOT	#	
ADDRESS							
CITY		PROV / S	TATE		POSTAL/	7ID	
		FHOV/3	DIAIL		FUSTAL	ZIF	
CONTACT		TITLE			EMAIL		
TEL		EXT			FAX		

All prices are based on client supplied artwork (see submission guidelines) All orders must be pre-paid in full. Orders cannot be processed until payment is received.

SIGNS (Single-Sided) FOAMCORE (suitable for one time use)								
QTY	DESCRIPTION	PRE-SHOW		AFTER DEADLINE		TOTAL		
	8" x 44"	\$	52.00	\$	78.00	\$		
	14" x 22"	\$	57.00	\$	86.00	\$		
	22" x 28"	\$	78.00	\$	117.00	\$		
	24" x 32"	\$	92.00	\$	138.00	\$		
	36" x 48"	\$	172.00	\$	258.00	\$		

PVC					
QTY	DESCRIPTION	PRE-SHOW		TER Adline	TOTAL
	8" x 44"	\$	64.00	\$ 96.00	\$
	14" x 22"	\$	69.00	\$ 104.00	\$
	22" x 28"	\$	95.00	\$ 143.00	\$
	24" x 32"	\$	113.00	\$ 170.00	\$
	36" x 48"	\$	183.00	\$ 275.00	\$

BAN	BANNERS (Single-Sided)								
QTY	DESCRIPTION	PR	PRE-SHOW		TER ADLINE	TOTAL			
	24"x48"	\$	165.00	\$	248.00	\$			
	24"x72"	\$	251.00	\$	377.00	\$			
	24"x96"	\$	334.00	\$	501.00	\$			
	36"x72"	\$	376.00	\$	564.00	\$			

				ΔF	TER		
QTY	DESCRIPTION	PRE-SHOW			ADLINE	TOTAL	
	36"x96"	\$	498.00	\$	747.00	\$	
	36"x120"	\$	627.00	\$	941.00	\$	
	48"x96"	\$	669.00	\$	1004.00	\$	
	48"x120"	\$	837.00	\$	1256.00	\$	

OTHER SERVICES					
System Time	\$ 144.00 / Hr	Х	 Hrs	=	\$
Creative Services – quoted upon request					Total
LICT DECLIDEMENTS HEDE.					

LIST REQUIREMENTS HERE:		

PAYMENT ***Pre-show prices are only applicable if payment is received prior to deadline date***							
Note: You must complete a credit card authorization form if you are payir	ng by cheque	SUB TOTAL					
VISA MC AMEX CHQ		13% HST					
		TOTAL					
CARD NUMBER EXPIRY DATE							
I have read and understand the Terms & Conditions of my agreement with		HST# R129612164					
CARD HOLDER SIGNATURE	RE	DATE					

TERMS & CONDITIONS

- •Onsite sign orders are subject to delivery and additional price surcharges.
- · Artwork must be supplied by the client, as per the submission guidelines. All other formats are subject to additional system time charges by the hour.
- •All orders must be pre-paid in full prior to delivery.
 To receive pre-show pricing, confirmed order, artwork and payment must be received prior to deadline date.
- All orders received after the deadline date will be processed at the stated "After Deadline Date" price and no guarantees can be given on production times.
- No refunds will be given on signage or graphics once produced.
- · No cheques will be accepted on-site.
- · All claims/discrepancies must be settled prior to show closing.
- Stronco will not be responsible for any materials or products left in exhibits, counters, storage



Official Show Carrier Information Sheet

Stronco Logistics Services has been appointed as the Official Transportation Provider and Customs Broker for this event.

Stronco Logistics is committed to fulfilling all your trade show logistics needs and gives you reliable service and great rates on air and ground shipping.

Our Customs and Logistics solutions include:

- All modes of transportation including land, air and sea
- Local cartage service, tailgate, driver assist
- Real time freight tracking and tracing
- Canada, U.S. and International Customs Clearances
- Temporary imports, on-site clearances, ATA carnets
- On-site representation and around the clock contact information



For more information contact:

Stronco Logistics Services

Tel: 800-665-2621 Fax: 905-270-6771 logistics@stronco.com



Transportation & Customs Brokerage Services

PICKUP ADDRESS			DELIVERY A	ADDRESS	
COMPANY NAME			COMPANY NAME		
IRS#			SHOW NAME	OAO 2017 INFOMART TRADE SHOW	BOOTH#
ADDRESS			FACILITY She	eraton Centre Hotel -	- Toronto
ADDRESS			ADDRESS		
ADDRESS			ADDRESS		
CITY S	STATE ZIP/ PROV POST	AL	CITY	STATE PROV	ZIP/ POSTAL
CONTACT			ON SITE CONTACT		
PHONE #	FAX		CELL PHONE #		
BILL TO			RETURN FR	FIGHT	
COMPANY NAME			COMPANY NAME	EIGITI	
ADDRESS			ADDRESS		
ADDRESS			ADDRESS		
	STATE ZIP/ PROV POST	A.	CITY	STATE	ZIP/
CONTACT	PROV POST	AL	CONTACT	PROV	POSTAL
PHONE #	FAX		PHONE #		
TERMS OF PAYMEN		DEPOSIT - MUS			
VISA MC	AMEX		CORPORATE CAR	RD PERSON	AL CARD
CARD NUMBER				EXPIRY DA	·ΤΕ
Card Holder					
Signature			ate		
I hereby authorize the use of this		vices related to this order for	orm. I understand that de	clined credit cards are subje	ect to a 30% surcharge.
SHIPMENT INFORMA	ATION				
Pick Up Date		Time	Delivery Date		Time
TYPE	PIECES	DI	IMENSIONS (Incl	nes)	WEIGHT (LBS)
Cartons / Boxes		L	w	H	
Crates / Fiber Case		L		H	
Skid / Pallet		L		H	
Carpet / Other Total Pi		L	W	H Total LB:	s
		-ND		Total ED	
Requested Service Level Additional Services Required	AIR LIFT GATE	2 ND DAY INSIDE PICKUP / D	TRUCK		
CARGO INSURANCE					
The declared value of carriage			0.50 per pound multipli	ied by the number of noun	ds for that part of the shipment
lost or damaged but not less the	en \$50.00 per shipment UN	LESS a value is declared	d below and applicable	charges paid. Subject to the	he terms and conditions of the
liability of the Forwarder for loss Do you require additional		rgo insurance will not app YES NO		nic goods. (Additional fees ared Value \$	s for Cargo Insurance will apply)
			Deci	ileα value ψ	
TERMS & CONDITIO	NS				
This order is placed with the sp					
and property, no matter how ca					damage to uncrated materials, ikes, lockouts of any kind beyond
its control.3) Stronco liability is	outlined in the above Cargo	Insurance/Declared Value	ue section. Please ensi	ure you are self insured or	you must declare a value for
carriage and pay the charges a or revenues, or for any collatera					lal or assumed losses or profits le or impractical to exhibit same.
5) Each exhibitor is responsible I have read and agreed to				ite and local laws.	·
	uie Ternis and Condit				_
Print Name		Signature/Authoriza	ation	Da	ate

J46050 Rev 10-12-10

