

THE CONDO CONFERENCE

Hosted by

In Partnership with



**September 30th -
October 1st 2022**
**Beanfield Centre /
Enercare Centre,
100 Princes' Blvd, Toronto ON**

EXHIBITOR RULES/REGULATIONS/INFORMATION

This year's conference will be a two-day event.

EXHIBIT HOURS

Friday, September 30th 10:30 a.m. – 3:30 p.m.

Saturday, October 1st 10:00 am – 1:45 pm

LOCATION OF CONFERENCE AND TRADE SHOW

Beanfield Centre / Enercare Centre
100 Princes' Blvd., Toronto ON

EXHIBIT BOOTH

Each booth will be equipped with pipe and drape. Back wall curtain is 8' high and side-rail curtains are 3' high (curtains are flameproof drapes). Single booth size: 10' deep by 10' wide. Your booth will be carpeted, and each booth will receive (1) 6' table and (2) chairs. Exhibitors must notify Show Management in writing if you do not require booth carpet and/or table and chairs. Please note that some booths beside the front-facing doubles have an 8' high side wall, rather than a 3' high side wall.

MOVE-IN

Move-in will take place on Thursday, September 29, 2022 from 2pm – 8pm and on Friday, September 30, 2022 from 8am – 10am. Your booth must be assembled, cleaned and ready for show opening at 10:00am on Friday, September 30.

In order to maintain a professional atmosphere at this year's conference, these rules will be strictly enforced by on-site trade show staff. All displays and exhibits must be brought into the building via the loading dock - 100 Princes' Blvd - East Docks Enercare Centre.

MOVE-OUT

Move-out will take place on Saturday, October 1st 2:30 p.m. – 6:00 p.m. No displays will be dismantled before the official closing time. It is dangerous for delegates attending the show and does not appear professional when booths are dismantled ahead of the official closing time. All exhibitors must arrange for the pick-up of their exhibit materials immediately following the end of the show. All appropriate paperwork and phone calls are the responsibility of the exhibitor. The Enercare Centre does not have facilities to store exhibit materials. Dismantling, loading and departure of displays and exhibits must be accomplished immediately following the conclusion of the function. If exhibits have not been removed from the Enercare Centre by the time agreed upon, Stronco Show Services will have them removed at the expense of the exhibitor, and the Enercare Centre will not be responsible for any loss or damage done during the removal. Failure to comply with move-out procedures may affect your ability to exhibit at future Annual Condominium Conferences.

ASSIGNMENT OF BOOTH SPACE

Location compatibility will be at the discretion of the Show Management.

SHIPPING

Display or exhibit materials can be shipped ONLY for arrival on the day of move-in and exhibitor staff MUST be present to sign for the delivery.

ELECTRICAL CONNECTIONS

All electrical services must be ordered directly from the Enercare Centre. Orders are to be placed on the new exhibitor portal, located [here](#).

SPACE RESTRICTIONS

All demonstrations, discussions, or other activities, such as the distribution of descriptive literature of any kind, must be confined to the exhibitor's own booth. No exhibitor shall assign or sublet the whole or any part of assigned space. Exhibits in conventional booth spaces are not limited as to the type of exhibit installed, however, the approved maximum height for all regular booth display spaces is 8 feet, including signs. There can be no exception on this height limitation. So that the display value of an adjoining booth is not destroyed, sidewalls, fixtures, and other display material may be erected to the maximum height of 8 feet, only in that portion of the booth extending not more than 48 inches from the back-wall. From that point (48 inches from the back-wall) to the front of the booth, fixtures, tables, counters and other display material must not exceed a height of 50 inches.

SECURITY

Security is the responsibility of the client or exhibitor. The Annual Condominium Conference will provide overnight security ONLY for the exhibit areas, but assumes no responsibility for any products, displays or items within a booth. Those remain the responsibility of the individual exhibitor.

FOOD AND BEVERAGE

All food and beverage must be ordered directly with OVG Hospitality and can be placed on the new exhibitor portal, located [here](#).

FIRE PRECAUTIONS

No combustible decorations, such as crepe paper, cardboard, or corrugated paper, shall be used at any time. All packing containers, and/or wrapping paper must be removed from the floor and must not be stored under tables or behind displays. All muslin, velvet, silken or any other cloth decoration must be flameproof. All materials and fluids that are flammable are to be kept in safety containers. Open flames, butane, gas, oxygen tanks, etc., are not permitted.

LIABILITY & HOLD HARMLESS

It is the responsibility of each exhibiting company to provide Liability insurance certificates for the event. Detailed information will be available on the conference website www.condoconference.ca/2019/. Exhibitor assumes entire responsibility and hereby agrees to protect, indemnify, defend and save ACMO, CCI-T, Stronco Show Services, and Enercare Centre and its employees and agents, harmless against all claims, losses and damages to persons or property, governmental charges or fines and attorneys fees arising out of or caused by Exhibitor's installation, removal, maintenance, occupancy or use of the exhibition premises or a part thereof, excluding any such liability caused by the sole negligence of Enercare Centre and its employees, and agents. In addition, Exhibitor acknowledges that ACMO, CCI-T, Stronco Show Services, and the Enercare Centre, do not maintain insurance covering Exhibitor's property and that it is the sole responsibility of the Exhibitor to obtain business interruption of property damage insurance covering such losses by Exhibitor.

ADDITIONAL BOOTH INFORMATION

Booths must have Exhibitor personnel in the booth during exhibit hours. Exhibitors will receive two badges per booth for personnel manning exhibit at no extra cost. Additional booth personnel badges can be ordered at a cost of \$175 per badge (HST extra). Exhibitors are entitled to lunch on Friday and Saturday and Friday refreshment break. Your exhibitor badge is not valid for the seminars. These sessions are for delegates only. If you wish to attend a session, you must register separately.

EXHIBIT INFORMATION

1 Eglinton Ave E Suite 705, Toronto, ON M4P 1A3

T: 416-943-6583

TF: 888-921-0331

<https://condoconference.ca/2022/exhibitor>

Email: exhibitors@condoconference.ca



CANCELLATION POLICY

Booth space cancelled prior to August 30, 2022 will be refunded less an administration fee of \$200. Booths cancelled on or after August 30, 2022 will not receive a refund unless the booth space can be resold (if applicable, the refund will be less the administration fee)