



N.A.M.E.

SUDBURY, ONTARIO

Sept. 12th - 13th 2018

northamericaminingexpo.com

Exhibitor's Manual and Forms

PLEASE READ THIS CAREFULLY, FILL IN THE FORMS AND
FAX OR EMAIL THEM IN PRIOR TO THE DEADLINES

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N.A.M.E.
SUDBURY, ONTARIO
Sept. 12th - 13th 2018

IMPORTANT DOCUMENTS ENCLOSED!

This manual will provide you with information about all aspects of the show including:

Registration • Gala Dinner • Conferences • Regulations
Shipping • Schedules • Accommodations
The Official Show Guide

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
2	3	4	5	6	7	8
9	10 TRADE SHOW OUTDOOR SET UP DAY	11 TRADE SHOW INDOOR SET UP DAY GALA DINNER	12 TRADE SHOW DAY ONE 10 am to 6 pm	13 TRADE SHOW DAY TWO 9 am to 4 pm	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

If there are any questions or situations that are not covered in this manual, feel free to call the Trade Show Group at:

SEPTEMBER 2018

1-866-754-9334 • Tel. (705) 264-2251 • Fax: (705) 264-4401

SHIPPING

<p><i>Exhibitors Exhibiting in:</i></p> <p><u>Arena 1</u> Shipping Address: Centennial Community Centre 4333 Centennial Drive, Hanmer, ON Greater Sudbury Area, P3P 1G6</p> <p>Contact # _____ .</p> <p>Booth Location # _____</p>	<p>Label</p>	<p><i>Exhibitors Exhibiting in:</i></p> <p><u>Arena 1</u> Shipping Address: Centennial Community Centre 4333 Centennial Drive, Hanmer, ON Greater Sudbury Area, P3P 1G6</p> <p>Contact # _____ .</p> <p>Booth Location # _____</p>	<p>Label</p>
<p><i>Exhibitors Exhibiting in:</i></p> <p><u>Outdoor</u> Shipping Address: Centennial Community Centre 4333 Centennial Drive, Hanmer, ON Greater Sudbury Area, P3P 1G6</p> <p>Contact # _____ .</p> <p>Booth Location # _____</p>	<p>Label</p>	<p><i>Exhibitors Exhibiting in:</i></p> <p><u>Outdoor</u> Shipping Address: Centennial Community Centre 4333 Centennial Drive, Hanmer, ON Greater Sudbury Area, P3P 1G6</p> <p>Contact # _____ .</p> <p>Booth Location # _____</p>	<p>Label</p>

When shipping display materials please state on bill of lading the booth location number & contact number.

SHIPMENT NOTE

Each exhibitor is responsible for arranging shipment before and after the event, including notifying courier of pick up no later than **12:00 pm Friday September 14, 2018.**

FORKLIFT NOTE

If forklift is necessary, please fill the form provided on page 8 of the manual and fax or email the form in to the office.

SHOW SETUP TIMES

All Outdoor exhibitors must set up on Monday Sept. 10, 2018 between 8:00 a.m. and 9:00 p.m..

All Indoor exhibitors must set up on Tuesday Sept. 11, 2018 between 8:00 a.m. and 9:00 p.m..

Exhibitors wanting to set up prior to or after this date must have written permission from the trade show manager. Toll Free: 866-754-9334 or 705-264-2251.

Please Note: There is absolutely no move out before 4:00 p.m., Sept. 13, 2018 or there will be a \$1000.00 early move out charge billed to the company.

SHOW TIMES

Exhibitor Name Badges will be placed in exhibitors booth on Tuesday Sept. 11, 2018.

Trade Show: Wednesday, September 12, 2018 / 10:00 a.m. - 6:00 p.m.

Trade Show: Thursday, September 13, 2018 / 9:00 a.m. - 4:00 p.m.

For special arrangements call show coordinator at (705) 264-2251 or (866) 754-9334

Accommodations

Your 2018 North America Mining Expo Host Hotel



Call Now for Exhibitor Rates
(705) 675-1123

4 ½ Star Fentons Bed & Breakfast
705-692-5510

Ambassador Hotel
705-566-3601

Belmont Inn
705-673-1131

Best Western Sudbury Downtown Centre-Ville
705-673-7801

Brockdan Motor Hotel
705-522-5270

Cardinal Motor Inn
705-522-8900

Comfort Inn Sudbury 2nd Avenue
1-800-424-6423
705-560-4502

Comfort Inn Sudbury Regent Street
1-800-228-5150
705-522-1101

Days Inn
705-674-7517

Falcon Hotel
705-693-2727

Hampton Inn By Hilton
705-523-5200

Holiday Inn Hotel-Sudbury
705-522-3000

Homewood Suites By Hilton
705-523-8100

Imperial Fireside Inn
705-673-0075

Knight's Inn Sudbury
705-674-4203

Marriott Fairfield Inn & Suites Sudbury
705-560-0111

Microtel Inn & Suites by Wyndham Sudbury
705-470-6161

Moonlight Inn & Suites
705-566-0321

Nickel City Hotel
705-675-7482

Park Hotel
705-675-5614

Parker House Inn
705-674-2442

Plaza Hotel
705-566-8080

Quality Inn
705-675-1273

Richard Lake Motel
705-522-2022

Royal Host Hotels & Resorts
705-523-2551

Royale Hotel
705-693-2211

Sage Executive Suites
1-888-671-9715
705-671-9715

Super 8 Sudbury
705-522-7600

Travelodge Hotel Sudbury
705.522.1100

Travelway Inn
705-522-1122

REGULATIONS



FAX FORM
Fax # (705) 264-4401

OR



EMAIL FORM
info@canadiantradex.com

- Each exhibitor is responsible for arranging shipment before and after the event, including notifying courier of pick up no later than 12:00 pm Friday Sept. 14, 2018.
- **Each exhibitor with a BBQ or a tent larger than 10'x10' is responsible for having a 5 lb. Fire Extinguisher present in their booth.**
- All materials used in construction and decoration of an exhibit must be made of certified fire rated material (codes: CAN/ULC-S109, NFPA 701, NFPA 705)
- CERTIFICATION PAPERS for certified fire rated material must be present at time of the expo & a copy given to CE à!^` Å~ à[} by email [ae~ à à\[}@canadiantradex.com](mailto:ae~ à à[}@canadiantradex.com)
- All exits and exit aisles must be kept clear and unobstructed. No furniture, signs, easels, chairs or displays may protrude into aisles.
- All fire hose racks, fire equipment and emergency exits must be visible and accessible at all times.
- Vehicles on display must have fuel caps locked or sealed to prevent vapors from escaping and or tampering. Batteries must be disconnected.
- Vehicles used to move materials in and out of the building must not be left idling.
- All 110 volt extension cords must be 3 wire (grounds), and CSA approved.
- No storage of any kind is allowed behind booths or near electrical service.
- CT-EX Canadian Trade-Ex assumes no responsibility or liability to personal injuries or damages due to any Act of God. (i.e. Persons, Tents, Signs, Outdoor equipment)
- Flammable or combustible liquids are prohibited inside of building except approved by fire marshal.
- **Management reserves the right to evict any person or company (without recourse) for disobeying any municipal, provincial or federal regulations governing this event; or, for any conduct deemed improper to show management or staff.**
- ***Under no circumstances is moving equipment to be used for moving exhibits or parts of exhibits in or out during show hours, unless you receive written consent from show management.***
- **Please Note: There is absolutely no move out before 4:00 p.m., Sept. 13, 2018 or there will be a \$1000.00 early move out charge billed to the company.**
- Booths must be manned during show hours. All booths shall stay set up during the show hours (no exceptions). All items that are in storage will not be released until after show hours.
- Any damage to any property that your display occupies is your responsibility and will be charged to your company.
- All exhibitors must carry appropriate liability, damage and theft insurance. Show management is not responsible for damage, loss or liability during move in, move out or show hours.
- Municipal codes and fire regulations must be adhered to.
- **Please Note: There is absolutely no ALCOHOL at any of the Exhibitor's locations!!!**

Exhibitors Company Name: _____ Date: _____

Please sign here and fax to: 705.264.4401 ✕ Sign: _____

We understand the above conditions of the regulations and agree to abide by them. Print: _____

PERSONNEL REGISTRATION



EMAIL FORM

a.guindon@canadiantradex.com

Please register the personnel that will be attending. Follow the example below and email to: a.guindon@canadiantradex.com This step is important and must be completed if you wish to receive personnel badges and invitations.

HOW TO SEND COMPANY INFO, EMPLOYEE NAMES & TITLES BY EMAIL

- 1- You send it to a.guindon@canadiantradex.com
- 2- Type your company name, contact, position, phone & fax
- 3- Then name & title of each person attending the show please number each individual person.
- 4- Type North America Mining Expo 2018 in subject area.
- 5- Send

e.g...

Company: Canadian Trade-Ex
Contact: Gary Boucher
Title: Web Admin
Ph: 705 264 2251
Fax: 705 264 4401

- 1- Rhonda Larochelle / Sales Rep.
- 2- John Goulet / Accounts Manager
- 3- Glenn Dredhart / President

Invitations Please send me an additional _____ pre-registration invitation cards.

Return no later than July 15, 2018.

LOGO & BOOTH DESCRIPTION



EMAIL FORM

a.guindon@canadiantradex.com

Each exhibitor is entitled to having their logo with a link to their website on the www.northamericaminingexpo.com website, & a 20-30 word booth description. The booth description will also be in the official show guide directory. No More than 20-30 words used to describe the equipment or services on display at the show. Additional words will be billed.

HOW TO SEND COMPANY INFO, LOGO, & BOOTH DESCRIPTION BY EMAIL

- 1- You send it to a.guindon@canadiantradex.com (web admin)
- 2- Type your company name & booth location
- 3- You attach your company logo as an eps file.
- 4- Type North America Mining Expo 2018 in subject area.
- 5- Type your 20-30 word booth description.
- 6- Send

e.g...

Canadian Trade-Ex / Arena , A-101

Canadian Trade-Ex has hosted expos in Ontario for the past twenty years, and take pride in having the LARGEST GOLD SHOW in Timmins, Ontario, Canada. Now with over 400 booths.

Please go to the website to view your current listing.
www.northamericaminingexpo.com

When going to the site click, on Exhibitors List on the top menu bar and browse down until your company name appears, click on it and a screen will open with your current listing.

Listing is OK We have Changes

Please email the revised listing to: a.guindon@canadiantradex.com

PLEASE HAVE YOUR LISTING IN A.S.A.P.

If your listing change does not arrive prior to the 15th of July 2018 we will assume that what is online is correct and we will run what is posted.

FORKLIFT & HYDRO

Pre Registration Form



N.A.M.E.
SUDBURY, ONTARIO
Sept. 12th - 13th 2018

COMPANY INFO

Name of Company _____
Name of contact person _____
Name of on-site representative _____
Address _____ City _____
Province/State _____ Postal/Zip Code _____
Telephone _____ Fax _____
e-mail _____

EXHIBIT LOCATION

OUTSIDE DISPLAY SPACE EXHIBIT NUMBER : _____
INSIDE DISPLAY SPACE EXHIBIT NUMBER : _____
PAVILION DISPLAY SPACE EXHIBIT NUMBER : _____

HYDRO

15 AMP \$ 100.00 30 AMP Call for a quote 60 AMP Call for a quote Outdoor Call for a quote

FORKLIFT

1 HOUR \$ 100.00 2 HOURS \$ 175.00 3 HOURS \$ 250.00

PAYMENT INFORMATION

SUB TOTAL:

Payable to Canadian Trade-Ex

HST # 89895 6578 RT0001:

VISA MASTERCARD

TOTAL:

Card #: _____

Expiry Date: _____

Cardholder : _____

Applicant (person) _____ Position _____ Signature _____

Agents Name: _____ Signature: _____ Date _____

CONTACT: YOUR AGENT

In Canada Toll Free 1-866-754-9334 In USA 1-705-264-2251

e-mail: info@canadiantradex.com • Phone: 705-264-2251 • Fax: 705-264-4401



95 Baffin Place, Waterloo, ON N2V 2C1
 Phone: 519-746-8955
 800-563-4246
 Fax: 519-746-2188
 Website: www.hahnrentals.com
 Email: Info@hahnrentals.com

BOOTH ACCESSORIES RENTAL

N. A. M. E.
 Sudbury
 September 12-13th 2018

Company: _____
 Street: _____
 City: _____ Prov: _____ Postal Code: _____
 Phone: _____ Fax: _____
 Contact Name: _____ Booth #: _____
 Email address for receipt: _____

Visa MasterCard Cheque No AmEx

Card Holder Name: _____
 Card #: _____
 Expiry: M _____ Y _____
 Signature: _____

25% administration charge will apply to orders cancelled 2 weeks prior to show.
Orders must be pre-paid before closing at 5pm Monday prior to show date to receive pre-show price.

#	Description	Pre-show	On site	Qty	Total
1	Padded arm chair	14.00	17.50		
2	Director's chair - 30" high	17.00	21.25		
3	Metal & Wood bar stool with back	17.00	21.25		
4	Folding chairs	4.20	5.25		
5	Carpet : <input type="checkbox"/> Red <input type="checkbox"/> Blue <input type="checkbox"/> Grey <input type="checkbox"/> Green <input type="checkbox"/> 10' x 10' <input type="checkbox"/> 10' x 20' <input type="checkbox"/> 3/8" foam underpad (per sq. foot) (10' x 10' = 100 sq. ft)	76.00 152.00 .55	101.00 190.00 .69		
6	Undraped tables: 30" wide X <input type="checkbox"/> 4' <input type="checkbox"/> 6' <input type="checkbox"/> 8' 18" wide X <input type="checkbox"/> 4' <input type="checkbox"/> 6' <input type="checkbox"/> 8'	19.00 19.00	24.00 24.00		
7	30" round pedestal table <input type="checkbox"/> 18" high <input type="checkbox"/> 30" high <input type="checkbox"/> 42" high	29.50	37.00		
7a	Black spandex table cover <input type="checkbox"/> 30" <input type="checkbox"/> 42" high	15.00	18.75		
8	Skirted tables (includes table, plastic cover, front & 2 sides skirted) <input type="checkbox"/> 30" Wide X <input type="checkbox"/> 4' <input type="checkbox"/> 6' <input type="checkbox"/> 8' long <input type="checkbox"/> 18" Wide X <input type="checkbox"/> 4' <input type="checkbox"/> 6' <input type="checkbox"/> 8' long <input type="checkbox"/> Gold <input type="checkbox"/> Red <input type="checkbox"/> Navy Blue <input type="checkbox"/> White <input type="checkbox"/> Black <input type="checkbox"/> Burgundy <input type="checkbox"/> Teal <input type="checkbox"/> Royal Blue	44.00	55.00		
9	***To skirt 4 sides or change table size ***	16.50	21.00		
10	Leg extenders (elevates table height to 42") <input type="checkbox"/> Royal Blue <input type="checkbox"/> White <input type="checkbox"/> Black skirting only	13.25	15.75		
13	Easel	18.00	22.50		
14	Sign stand - 22" x 28"	18.00	22.50		
15	Coat tree	11.00	13.75		
16	Coat rack with hangers	17.00	21.25		
17	Waste baskets	8.00	10.00		
18	Plants 2' live	22.00	27.50		
19	Drapery: <input type="checkbox"/> Royal Blue <input type="checkbox"/> Gold <input type="checkbox"/> Red <input type="checkbox"/> Teal <input type="checkbox"/> Green <input type="checkbox"/> Navy Blue <input type="checkbox"/> White <input type="checkbox"/> Black <input type="checkbox"/> Burgundy 8' high back (per linear ft) 3' high sides (per linear ft)	5.80 3.60	7.25 4.50		DRAPERY PROVIDED

Authorizing signature x _____

Subtotal:	_____
HST 13%:	_____
ADD \$7.50 FOR U.S. CHEQUES:	_____
Total:	_____

Complete and return to Hahn Rentals at address above.
All rates above are for the duration of show.
All claims/discrepancies must be settled prior to show closing.
REFUNDS will not be given on any orders changed or cancelled on site.
All materials remain the property of Hahn Rentals and will be removed upon show close.



AUDIO/VIDEO EQUIPMENT RENTAL

N. A. M. E.
Sudbury
September 12-13, 2018

95 Baffin Place, Waterloo, ON N2V 2C1
Phone: 519-746-8955
800-563-4246
Fax: 519-746-2188
Website: www.hahnrentals.com
Email: Info@hahnrentals.com

Visa MasterCard Cheque No AmEx

Company: _____
Street: _____
City: _____ Prov: _____ Postal Code: _____
Phone: _____ Fax: _____
Contact Name: _____ Booth #: _____
Email address for receipt: _____

Card Holder Name: _____
Card #: _____
Expiry: M _____ Y _____
Signature: _____

25% administration charge will apply to orders cancelled 2 weeks prior to show.
Orders must be pre-paid before closing at 5pm Monday prior to show date to receive pre-show price.

Description	1 Day Use	Extra Day	+25% On Site	Quantity	Total
TV / DVD COMBO		½ price x # of days			
27" Monitor w/ DVD	125.00				
32" Monitor w/ DVD	175.00				
NOTE THE ABOVE TV'S DO NOT PLAY BURNED DISCS					
TELEVISIONS					
20" Television	50.00				
27" Flat-screen Television	100.00				
Video Cart	20.00				
DVD player - HDMI/VGA capable	25.00				
COMPUTER MONITORS					
17" Flat-screen LCD	50.00				
19" Flat-screen LCD	75.00				
27" Flat-screen LCD	100.00				
32" Flat-screen LCD	150.00				
42" Flat-screen LCD	225.00				
50" Flat-screen LCD	300.00				
TV stand or wall mount	52.50	Flat rate	65.50		
Computer cables VGA (TV to computer)	7.50	Flat rate	9.38		
MISCELLANEOUS					
Microwave oven	47.50				
Bar Fridge	47.50		62.50		

Authorizing signature x _____

Subtotal: _____
HST 13%: _____
Total: _____

Complete and return to Hahn Rentals at address above.
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All claims/discrepancies must be settled prior to show closing.
REFUNDS will not be given on any orders changed or cancelled on site.
All materials remain the property of Hahn Rentals and will be removed upon show close.

ADD \$7.50 FOR U.S. CHEQUES: _____

H.S.T R104250493
2014 HAHN RENTALS

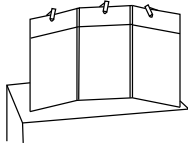
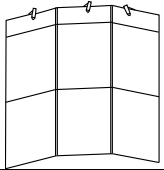
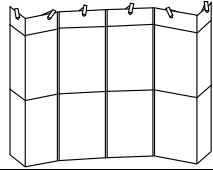
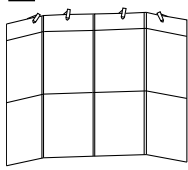
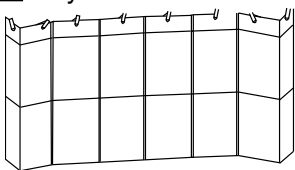
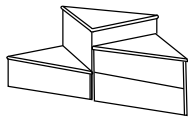
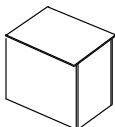
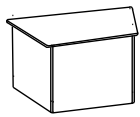
95 Baffin Place, Waterloo, ON N2V 2C1
Phone: 519-746-8955
800-563-4246
Fax: 519-746-2188
Website: www.hahnrentals.com
Email: Info@hahnrentals.com

Company: _____
Street: _____
City: _____ Prov: _____ Postal Code: _____
Phone: _____ Fax: _____
Contact Name: _____ Booth #: _____
Email address for receipt: _____

Visa MasterCard Cheque No AmEx

Card Holder Name: _____
Card #: _____
Expiry: M _____ Y _____
Signature: _____

25% administration charge will apply to orders cancelled 2 weeks prior to show.
Orders must be pre-paid before closing at 5pm Monday prior to show date to receive pre-show price.

FS 28 Series		Pre-show	On-site
FS 28/35 Folding Stackable 3 panel display	<input type="checkbox"/> A -	170.00	215.00
FS 28/12 Folding Stackable header	<input type="checkbox"/> B -	236.00	420.00
<input type="checkbox"/> Charcoal / Silver <input type="checkbox"/> Royal Blue / Silver	<input type="checkbox"/> C -	430.00	537.00
 A	 B	 C	
FS 28/35 Folding Stackable 4 panel display	<input type="checkbox"/> E -	270.00	340.00
FS 28/17 Folding Stackable header	<input type="checkbox"/> F -	560.00	700.00
<input type="checkbox"/> Charcoal / Silver reversible <input type="checkbox"/> Royal Blue / Silver			
 E	 F		
PEDESTAL BASES AND TOPS			
G - 32.5" Triangular counter top – Silver (FS 28 series bases)	<input type="checkbox"/> G - 12" h	51.00	64.00
H - 32" x 20" Rectangle counter top – Black (FS 22 series bases black only)	<input type="checkbox"/> 24" h	58.00	73.00
I - 48" x 20" Trapezoidal counter top – Silver	<input type="checkbox"/> 35" h	63.00	79.00
Bases: for G & I <input type="checkbox"/> Silver <input type="checkbox"/> Royal Blue <input type="checkbox"/> Charcoal	<input type="checkbox"/> H - 35" h	63.00	79.00
 G	<input type="checkbox"/> I - 35" h	71.00	89.00
 H			
 I			

Authorizing signature x _____

Subtotal: _____

HST 13%: _____

ADD \$7.50 FOR U.S. CHEQUES: _____

Total: _____

Complete and return to Hahn Rentals at address above.

All rates above are for the duration of show.

All claims/discrepancies must be settled prior to show closing.

REFUNDS will not be given on any orders changed or cancelled on site.

All materials remain the property of Hahn Rentals and will be removed upon show close.

95 Baffin Place, Waterloo, ON N2V 2C1
 Phone: 519-746-8955
 800-563-4246
 Fax: 519-746-2188
 Website: www.hahnrentals.com
 Email: Info@hahnrentals.com

EXHIBIT SYSTEM RENTALS

N. A. M. E.
 Sudbury
 September 12-13, 2018

Company: _____
 Street: _____
 City: _____ Prov: _____ Postal Code: _____
 Phone: _____ Fax: _____
 Contact Name: _____ Booth #: _____

Visa MasterCard Cheque No AmEx

Card Holder Name: _____
 Card #: _____
 Expiry: M _____ Y _____
 Signature: _____

Email address for receipt: _____

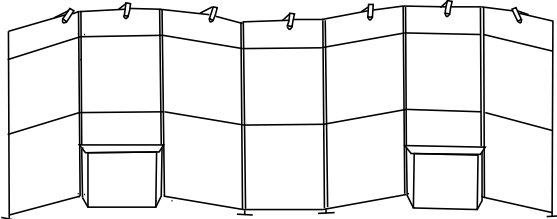
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POLE / PANEL SERIES

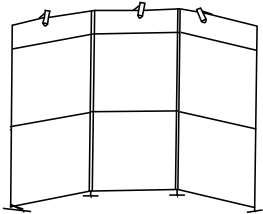
HP style c/w 2 – 3' x 4' Panels & 1 – 16" x 4' Header per 4' section.
 VP style c/w 2 – 4' x 3' Panels per 3' section.

- Silver Charcoal Black
 Red Royal Blue

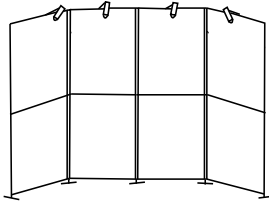
Custom design of any of these exhibits can be arranged.



L



J

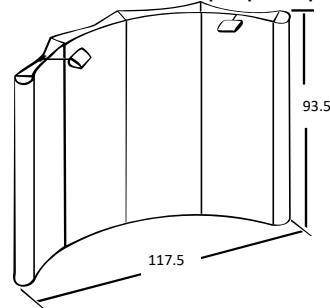


- J - HP Portable Exhibit System
 10' exhibit with 3 stem lights
 20' exhibit with 6 stem lights

- K - VP Portable Exhibit System
 10' exhibit with 4 stem lights
 20' exhibit with 8 stem lights

- L - Deluxe 20' Exhibit
 7 – 75w stem lights & 2 – 4' Trapezoidal counters

- M - 10' Hexa Black Pop-up Display



K

M

	Pre-show	On-site
<input type="checkbox"/> J - HP Portable Exhibit System		
<input type="checkbox"/> 10' exhibit with 3 stem lights	525.00	655.00
<input type="checkbox"/> 20' exhibit with 6 stem lights	1070.00	1335.00
<input type="checkbox"/> K - VP Portable Exhibit System		
<input type="checkbox"/> 10' exhibit with 4 stem lights	530.00	660.00
<input type="checkbox"/> 20' exhibit with 8 stem lights	1070.00	1335.00
<input type="checkbox"/> L - Deluxe 20' Exhibit		
7 – 75w stem lights & 2 – 4' Trapezoidal counters	1190.00	1485.00
<input type="checkbox"/> M - 10' Hexa Black Pop-up Display	525.00	655.00

Authorizing signature x _____

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All materials remain the property of Hahn Rentals and will be removed upon show close.

Subtotal:	_____
HST 13%:	_____
ADD \$7.50 FOR U.S. CHEQUES:	_____
Total:	_____

H.S.T R104250493
 2014 HAHN RENTALS