



## EXHIBITOR INFORMATION 2019

City: **Calgary**  
Event date: Wednesday September 4, 2019  
Event held at: Metropolitan Conference Centre  
333 4<sup>th</sup> Ave SW, Calgary AB T2P 0H9

### Getting there:

Air Canada is the official airline sponsor for this event, Executive Travel Show, which will be held Wednesday, September 4, 2019 in Calgary. They are offering a travel discount for exhibitors.

### Air Canada Promotion Code:

Your promotion code: **HX8D7XJ1** This promotion code can be used exclusively at [aircanada.com](http://aircanada.com).

Applicable Rules:

- Executive Travel Shows West - includes YVR, YYC, YEG non directional
- The travel period begins Thursday, August 29, 2019 and ends Thursday, September 12, 2019.
- Travel is valid Monday, Tuesday, Wednesday, Thursday, Friday, Saturday, Sunday.
- No discount will apply to Tango bookings for travel within Canada or between Canada and the U.S..

### Staying there:

International Hotel Calgary – 220 4 Ave SW, Calgary, AB T2P 0H5

They are offering a 2019 exhibitor rate of \$139.00 per night, plus applicable taxes (includes WiFi) Sorry, they have shut down all food and beverage service in the hotel, but lots of spots close by. One block from the Metropolitan Centre. Contact their reservations department at: 1-800-661-8627; email at: [book@internationalhotel.ca](mailto:book@internationalhotel.ca); or online at: <https://reservations.travelclick.com/12256?groupID=259307> and use Executive Travel Show Group CODE **729094**.

### Event day timing:

9:30 am —11:00 am	Exhibitor set up in the ballroom. Booth space is 8' by 8' and includes table and chairs.
11:30 am—2:00 pm	Executive Travel & Corporate Planners Luncheon Event
2:15 pm	Event tear down

Shipping and Storage: (Custom shipping labels are online with Exhibitor Kit info to fill out and print.)  
Labels must include: [Your company name], C/O Executive Travel Show, 333 4<sup>th</sup> Ave SW, Calgary AB T2P 0H9.  
All shipments must be prepaid and **arrive no earlier than 48 hours prior to the event date**. Collect packages will not be accepted. (Some venues charge a handling fee for freight. Please be prepared for an additional charge payable to the venue when you arrive at the event.)

Return Freight: Please inform your shipper of choice to have packages picked up from the same location as above. Packages must be clearly labeled and packed for shipping and picked up by 3:00 pm.

EMAIL US YOUR NAME BADGE REQUIREMENTS ([Click here](#))

Silver Shows 2000 Inc • 333 4<sup>th</sup> Ave SW • Calgary, AB T2P 0H9 • 403-294-0977

Shipping Label - Calgary

Package # \_\_\_\_\_ of \_\_\_\_\_

**RECIPIENT:**

\_\_\_\_\_  
Last Name                      First Name                      Organization/Company Name

\_\_\_\_\_  
Recipient's Contact/Cell Phone Number                      Organization/Company Address

**DELIVERY DETAILS:**

SHIPPING TO: Metropolitan Conference Centre  
333 4th Ave. SW – Calgary, AB T2P 0H9

Name of Event: Executive Travel & Corporate Planners Luncheon Series

Date of Event: Wed., September 4, 2019

Where is the delivery required?     Booth     Function Room     Guest Room

    Please specify the name of the function room or booth number if known. \_\_\_\_\_

Date Required    September 4, 2019

Time Required:    9:30 a.m.

Total Weight of Shipment: \_\_\_\_\_  lb.     kg.

**SENDER:**

\_\_\_\_\_  
Last Name                      First Name                      Company Name

\_\_\_\_\_  
Phone Number                      Fax Number                      E-mail

**Please complete the necessary information legibly and attach onto each one of your packages.** (This form can be sent by e-mail.)

A charge for receiving, processing, storing, coordinating with your event and delivering your package/s may be required. A signature is required for packages delivered to Function Rooms, Guestrooms or Exhibit Booths. If the recipient is not available, please review the Signature Waiver statement below.

**Signature Waiver:** Please deliver my package/s to the location specified above, at the time specified above. In the event that there is a shortfall of any kind, I understand that The Metropolitan Centre will do their best to ascertain the reasons, but agree that The Metropolitan Conference Centre will not be held responsible for such shortfall.

\_\_\_\_\_  
Signature                                      Printed Name                                      Date



## EXHIBITOR INFORMATION 2019

City: **Edmonton**  
Event date: Thursday, September 5, 2019  
Event held at: JW Marriott Hotel  
10344 102 St Edmonton AB T5J 0K9

### Getting there:

Air Canada is the official airline sponsor for this event, Executive Travel Show, which will be held Thursday, September 5, 2019 in Edmonton. They are offering a discount for exhibitors.

### Air Canada Promotion Code:

Your promotion code: **HX8D7XJ1** This promotion code can be used exclusively at [aircanada.com](http://aircanada.com).

Applicable Rules:

- Executive Travel Shows West - includes YVR, YYC, YEG non directional
- The travel period begins Thursday, August 29, 2019 and ends Thursday, September 12, 2019.
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### Staying there:

JW Marriott in the ICE District – 10344 102 St. Edmonton AB T5J 0K9

They are offering a 2019 exhibitor rate of \$229.00 per night, plus applicable taxes.

Contact their reservations department at 1-888-236-2427 or book online using the link:

<https://www.marriott.com/event-reservations/reservation-link.mi?id=1563809276029&key=GRP&app=resvlink>

### Event day timing:

9:30 am —11:00 am	Exhibitor set up in the ballroom (approximately 200 attendees). Booth space is 8' by 8' and includes table and chairs.
11:30 am—2:00 pm	Executive Travel & Corporate Planners Luncheon event
2:15 pm	Event Tear Down

**Shipping and Storage:** (Custom shipping labels are online with Exhibitor Kit info to fill out and print.)  
Labels must include: [Your company name], C/O Executive Travel Show, 10344 102 Street | Edmonton, Alberta T5J 0K9.

**All shipments must be prepaid and arrive no earlier than 48 hours prior to the event date.** Collect packages will not be accepted. (Some hotels charge a handling fee for freight. Please be prepared for an additional charge payable to the venue when you arrive at the event.)

**Return Freight:** Please inform your shipper of choice to have packages picked up from the same location as above. Packages must be clearly labeled and packed for shipping and picked up by 3:00 pm.

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## EXHIBITOR INFORMATION 2019

City: **Vancouver**  
Event date: Friday, September 6, 2019  
Event held at: Sheraton Wall Centre  
1088 Burrard St. Vancouver V6Z 2R9

### Getting there:

Air Canada is the official airline sponsor for this event, Executive Travel Show, which will be held Friday, September 6, 2019 in Calgary. They are offering a discount for exhibitors.

### Air Canada Promotion Code:

Your promotion code: **HX8D7XJ1** This promotion code can be used exclusively at [aircanada.com](http://aircanada.com).

Applicable Rules:

- Executive Travel Shows West - includes YVR, YYC, YEG non directional
- The travel period begins Thursday, August 29, 2019 and ends Thursday, September 12, 2019.
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- No discount will apply to Tango bookings for travel within Canada or between Canada and the U.S.

### Staying there:

Sheraton Wall Centre – 1088 Burrard St., Vancouver. BC V6Z 2R9

They are offering a 2019 exhibitor rate of \$239.00 per night, plus applicable taxes.

Book your exhibitor rate using Group ID *Executive Travel Show* at this link:

<https://www.marriott.com/event-reservations/reservation-link.mi?id=156347496984&key=GRP&app=resvlink>

### Event day timing:

9:30 am – 11:00 am	Exhibitor set up in the ballroom (approximately 350 attendees.) Booth space is 8' by 8' and includes table and chairs.
11:30 am – 2:00 pm	Executive Travel & Corporate Planners Luncheon event
2:15 pm	Event tear down

**Shipping and Storage:** (Custom shipping labels are online with Exhibitor Kit info to fill out and print.)

Labels must include: [Your company name], C/O Executive Travel and Corporate Planners Luncheon, Sheraton Wall Centre, 1088 Burrard St. Vancouver V6Z 2R9

A handling fee of \$5.00 per box/item or \$50.00 per large item/skid (plus applicable taxes in each case) for each movement of such items between rooms and/or outdoor and storage areas at the Hotel Property will be charged by Hotel to Customer. The mandatory handling fee is retained by Hotel and is not a tip, gratuity, or service charge for employees providing the handling services. Hotel will not be responsible for any loss or damage to materials sent to the Hotel Property, or sign for collect on delivery (COD) shipments on behalf of Customer, its vendors or the guests attending the Event.

**Return Freight:** Please inform your shipper of choice to have packages picked up from the same location as above. Packages must be clearly labeled and packed for shipping and picked up by 3:00 pm.

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Shipping Label - Vancouver

Package # \_\_\_\_\_ of \_\_\_\_\_

**RECIPIENT:**

\_\_\_\_\_  
Last Name                                      First Name                                      Organization/Company Name

\_\_\_\_\_  
Recipient's Contact/Cell Phone Number                                      Organization/Company Address

**DELIVERY DETAILS:**

SHIPPING TO: Sheraton Wall Centre  
1088 Burrard St., Vancouver BC V6Z 2R9

Name of Event: Executive Travel & Corporate Planners Luncheon Series

Date of Event: Fri., September 6, 2019

Where is the delivery required?     Booth     Function Room     Guest Room

Please specify the name of the function room or booth number if known. \_\_\_\_\_

Date Required    September 6, 2019

Time Required:    9:30 a.m.

Total Weight of Shipment: \_\_\_\_\_  lb.     kg.

**SENDER:**

\_\_\_\_\_  
Last Name                                      First Name                                      Company Name

\_\_\_\_\_  
Phone Number                                      Fax Number                                      E-mail

**Please complete the necessary information legibly and attach onto each one of your packages.** (This form can be sent by e-mail.)

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\_\_\_\_\_  
Signature                                      Printed Name                                      Date



## EXHIBITOR BADGES 2019

Please complete and email a copy to: [Lisa@executivetravelshow.com](mailto:Lisa@executivetravelshow.com)

Your Company

Your Email Address:

Enter below the names of your staff that will require badges in each city:

Calgary

Edmonton

Vancouver

### Corporate Invitations:

If you have your own VIP clients that you would like to invite to the program, we will be sending you an e-invitation in mid-August that you can forward to your potential client list in each city where you are exhibiting. You may want to start building that list now!

Please contact us if you have any questions:

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[lisa@executivetravelshow.com](mailto:lisa@executivetravelshow.com)