



### ***Trade Show Terms and Conditions***

**Set up time:** Tradeshow setup 7:00 am- 12 noon Wednesday Nov.4th

Exhibitor packages can be picked up at registration desk during this setup time.

Tradeshow hours:

12:00pm- 5:00pm Wednesday, November 4

9:30 am - 5:00 pm Friday, November 5

9:30 am - 4:00 pm Saturday, November 6

- Tear down of booths must not commence prior to 4:00 pm Nov. 6th and must be completed by 8:00 pm on Saturday, November 7th.
- Deliveries will be accepted at the Prairieland Park no sooner than October 30th. Should you wish to have a shipment sent, all materials should be shipped to- Prairieland Park: 503 Ruth Street West, S7J 0S6. Overhead Door #8.
- Vehicles will not be allowed to drive in the facility to unload. The loading dock is ground level and a forklift will be onsite if it is required. Exhibitors shall make prior arrangements with the venue upon arrival should they need this service.
- Volunteers will be available on site to assist and direct you to your booth.

**Electrical:** Electrical is not included in the tradeshow booking and can be booked directly through Prairieland Park. See form on **website**. It can be sent directly to mhorn@saskatoonex.com

### **Products**

Preference will be given to organic products/services. Any products making an 'organic' claim must be certified by a recognized organic certification body. This includes the production and processing of the product. Please submit a copy of the product's organic certificate with your application. Organic Connections reserves the right to exclude any association which is deemed to be outside the scope of the conference theme or does not meet the requirements.

### **Soil Amendments/Permitted Substances**

Any products falling into this category must be approved for use under the Canadian Organic Regulations. Non-listed/non-approved substances will be excluded.

### **Insurance**

Exhibitors are required to carry a minimum of \$1 million in liability insurance or the duration of the event. A copy of this is required by Organic Connections. Please include with your registration or send prior to arrival to eventcoordinator@organicconnections.ca

### **Conference passes:**

Additional conference passes can be purchased for \$150.00 + GST at [www.organicconnections.ca](http://www.organicconnections.ca). Please email [eventcoordinator@organicconnections.ca](mailto:eventcoordinator@organicconnections.ca) if you have any questions.

**Organic Connections PO Box 135 Waldheim, SK S0K 4R0**

**Ph: 306-221-7950**

**E: [eventcoordinator@organicconnections.ca](mailto:eventcoordinator@organicconnections.ca)**



**Tradeshow exhibits:**

**Standard** Booth measures 10' wide by 10' deep and includes pipe and drape, 2 chairs, two conference passes and a skirted table. \$900.00 + GST

**Not for Profit** Booth measures 10' wide by 10' deep and includes pipe and drape, 2 chairs, one full conference pass and a skirted table. Proof of non-profit status is required. \$400.00 + GST

**Machinery Exhibit** Space measures 30' wide by 30' deep and includes two full conference passes. If desired, drape, pipe, table and chairs can be booked in addition through the exhibitor kit. \$1400.00 + GST

**Security:** Organic Connections is not responsible for any items misplaced, stolen, or damaged during the event. Security is not provided. Please remove valuables when not attending your booth.

**Internet Service:** Wireless internet is provided to everyone on site during the event courtesy of the Diamond Sponsor. Login information will be included in your registration package at move-in.

**Host Hotels:** Organic Connections has two host hotels in which we have acquired group rates at to better serve the needs of our exhibitors. Please note these hotels have complimentary hot breakfast and parking included. Go to [www.organicconnections.ca](http://www.organicconnections.ca) to see booking info.

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