

Précisions sur le salon des exposants

WesternDisplay

Winnipeg

961 Powell Avenue
Winnipeg Manitoba
R3H 0H4

Tel 204/949 4000
Fax 204/949 4007
winnipeg@westerndisplay.ca

SARscène 2011
Winnipeg Convention Centre
Du 29 au 31 octobre 2011

FOURNISSEUR POUR LE SALON

Le gestionnaire de l'exposition a désigné Western Display comme fournisseur des services liés à l'exposition. Veuillez communiquer avec nous si vous avez des questions au sujet du Salon ou pour discuter de vos besoins.

Pour voir les produits et services de location disponibles, veuillez consulter le site Web suivant: www.westerncatalogue.ca

ENTREPÔT SUR PLACE – FRET PAYÉ D'AVANCE (Délégués)

Western Display
961, avenue Powell
Winnipeg (Manitoba) R3H 0H4

ADRESSE D'EXPÉDITION À L'EMPLACEMENT DU SALON (Plate-forme de chargement)

Winnipeg Convention Centre
Jour de l'installation seulement
a/s de Western Display
375, avenue York
Winnipeg (Manitoba) R3C 3J3

INSTALLATION DES EXPOSANTS

Samedi 29 octobre 2011
De 7 h à 16 h

DÉPART DES EXPOSANTS

Lundi 31 octobre 2011
De 15 h 30 à 21 h

HEURES D'OUVERTURE DU SALON

Samedi 29 octobre 2011 : de 17 h 30 à 20 h 30
Dimanche 30 octobre 2011 : de 8 h à 17 h
Lundi 31 octobre 2011 : de 8 h à 15 h 30

Le matériel des exposants doit
être retiré avant **21 h**.

COULEURS DU SALON DES EXPOSANTS

Chaque kiosque de 8 x 10 pi, commandé par l'intermédiaire du gestionnaire de l'exposition, comprendra un fond de 8 pi et des parois latérales de 3 pi en toile bleu roi. Chaque kiosque disposera également d'une table juponnée de 6 pi, de deux chaises et d'une corbeille à papier.

COURTIER EN DOUANES

Service Plus International
Personne-ressource : Bob Hobson
Téléphone : 204-229-0443

FOURNISSEUR DE SERVICES ÉLECTRIQUES

Winnipeg Convention Centre
Service des événements
Téléphone : 204-957-4538

DATE LIMITE POUR OBTENIR UN RABAIS

Si vous souhaitez profiter de nos tarifs réduits pour commande anticipée, veuillez faire en sorte que nous recevions la commande et le paiement au plus tard le **vendredi 30 septembre 2011**.

(Notez : Les formulaires de Western Display, du Winnipeg Convention Centre et des autres fournisseurs sont en anglais seulement.)

PRÉCISIONS SUR LE SALON DES EXPOSANTS

PAYMENT AUTHORIZATION

WesternDisplay

Winnipeg
961 Powell Avenue
Winnipeg Manitoba
R3H 0H4

Tel 204/949 4000
Fax 204/949 4007
winnipeg@westerndisplay.ca

SHOW NAME _____ SARSCENE 2011 _____

COMPANY NAME _____

ADDRESS _____
Street P.O. Box City/State Postal Code/Zip

PHONE _____ EXT _____ FAX _____ e-mail _____

ORDERED BY _____ PRINT NAME _____ DATE _____

METHOD OF PAYMENT

YOUR SIGNATURE BELOW DENOTES ACCEPTANCE OF ALL TERMS OF SALE AND CONDITIONS INCLUDED IN YOUR EXHIBITOR SERVICE KIT

ORDERS PAID BY CHEQUE WILL BE ACCEPTED ONLY WITH A FULLY COMPLETED SIGNED CREDIT CARD AUTHORIZATION. ALL ACCOUNTS MUST BE PAID IN FULL PRIOR TO SHOW CLOSE

COMPANY CHEQUE

Please make cheque payable to
Western Display
277 Lakeshore Road East, Ste. 309
Oakville, ON L6J 1H9

*****NOTE*****

Any cheque returned due to insufficient funds or declined credit card payment will be subject to a service charge of \$30.00 for re-processing. All payments must be made in Canadian dollars.

CREDIT CARD

For your convenience, we will use this authorization to charge your credit card account for your pre-show orders, (if not paid by cheque) and any additional amounts incurred as a result of errors or omissions on your submitted order forms and any showsite orders placed by your representative. These charges may include all Western Display branches, or any charges which Western Display may be obligated to pay on your behalf. Please circle the card name you are using and complete the information requested below:

MASTERCARD VISA AMERICAN EXPRESS

Account No. _____ Exp. Date _____
Personal Credit Card Company Credit Card

Security Code: _____

Cardholders Name (please print) _____

Signature _____

Cardholder Billing Address _____
Street P.O. Box
City Province/State Postal Code/Zip Code

All orders must be prepaid in full including all applicable tax. Items cancelled at show site will be invoiced at % rate shown on bottom of order forms of original rental cost. Refunds will be considered only if requested by exhibitor prior to show close. **All orders are subject to an Account Initiation fee of \$18.00.**

PLEASE ENSURE THIS COMPLETED PAYMENT AUTHORIZATION FORM ACCOMPANIES YOUR ORDER.

PAYMENT AUTHORIZATION

**Discount Hardwall
Exhibit Pkgs.**

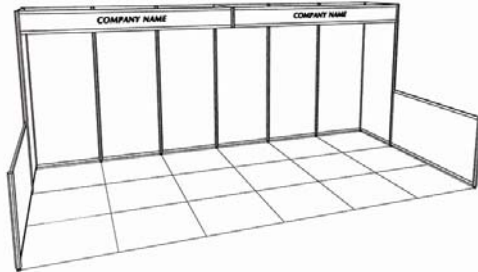
WesternDisplay

Winnipeg
961 Powell Avenue
Winnipeg Manitoba
R3H 0H4

SARSCENE 2011
October 29 - 31, 2011

See our full range of models at:
www.westerncatalogue.ca

Tel 204/949 4000
Fax 204/949 4007
winnipeg@westerndisplay.ca

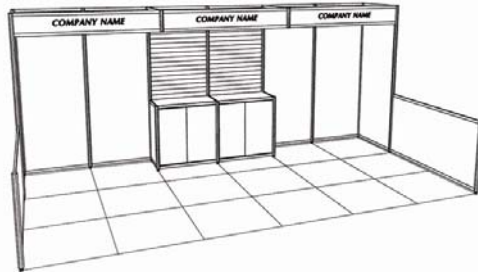


MODEL 200

Model 200 hardwall booth package:
Includes 10' x 16' hardwall booth, fascia sign
(logo production upon quotation basis),
10' x 16' carpet (blue, red, grey or black),
lights (power not included), 1 pedestal meeting
table, 2 chairs, 1 waste basket

Advance Order Price **2395.00** _____

Regular Order Price **2575.00** _____



MODEL 205

Model 205 hardwall booth package:
Includes 10' x 16' hardwall booth, fascia sign
(logo production upon quotation basis),
10' x 16' carpet (blue, red, grey or black),
lights (power not included), 2 WD2 counters,
1 wastebasket

Advance Order Price **2495.00** _____

Regular Order Price **2695.00** _____

Cartage To/From Site	65.00
Subtotal	_____
5% GST	_____
7% PST	_____

(G.S.T. #R 105 635 908)

Total _____

**To confirm this order you must complete and return the Payment Authorization Form.
Our Terms of Sale are enclosed.**

COMPANY NAME _____ **BOOTH #** _____

SIGNATURE _____ **PRINT** _____

All orders must be prepaid in full including all applicable tax. Rental exhibits cancelled within 7 days prior to show move in will be invoiced at 100% of original rental cost. No refund will be granted for rental exhibits cancelled at show site. All hardwall models are subject to cartage fees to/from site.

DISCOUNT HARDWALL EXHIBITS

Display Accessories

WesternDisplay

Winnipeg
 961 Powell Avenue
 Winnipeg Manitoba
 R3H 0H4

Tel 204/949 4000
 Fax 204/949 4007
 winnipeg@westerndisplay.ca

SARSCENE 2011
Winnipeg Convention Centre
October 29 - 31, 2011

QTY DESCRIPTION	Advance Order Price 09/30/11	Regular Order Price
Hardwall Exhibit Display Accessories		
_____ 1m x 12" Wooden Shelf/White.....	25.00	31.00
_____ 1m x 12" Slant Shelf/White.....	30.00	36.00
_____ 1m x 12" Glass Shelves.....	35.00	42.00
_____ Waterfall with Eight (Hanger Stops) Balls	47.00	57.00
_____ Garment Rack, Rail 1m Wide.....	39.00	46.00
Booth Accessories		
_____ Zig-Zag Literature Stand.....	135.00	150.00
_____ Bag Holder/Two Arm	57.00	69.00
_____ Fishbowls (for business cards, prize draws)	27.00	33.00
_____ Aluminum Adjustable Easel.....	49.00	59.00
_____ Aluminum Sign Card Holder (22" x 28" sign)	69.00	79.00
_____ Brass Draw Drum (table top).....	58.00	68.00
_____ Podium/Stem Base.....	71.00	91.00
_____ Podium/Oak or Grey.....	150.00	180.00
_____ Bar Fridge	98.00	109.00
Acrylic Display Accessories		
_____ 8 1/2" x 11" Acrylic Wall Mount Pockets/Clear	17.00	21.00
_____ 8 1/2" x 11" Acrylic Self Stand Pockets/Clear	17.00	21.00
_____ Acrylic Single Sheet Holder 8 1/2" x 11"/Clear.....	17.00	21.00
_____ 2 Step Acrylic Riser 4 1/4" x 8" x 8 1/2"/Clear	36.00	43.00
_____ 3 Step Acrylic Riser 6 3/8" x 12" x 12 5/8"/Clear	63.00	76.00
_____ Large Acrylic Riser Set 4" 6" & 8"/Clear	29.00	35.00
_____ Acrylic Business Card Holder/Clear	3.50	4.00
_____ Acrylic Ballot Box/Business Card Holder 7" sq./Clear.....	31.00	38.00
_____ Acrylic Slatwall Shelf 4" x 12"/Clear	10.00	15.00
	SUB TOTAL	_____
	5% GST	_____
	7% PST	_____
(G.S.T. # 10250 5450)	TOTAL	_____

To confirm this order you must complete and return the Payment Authorization Form. Our Terms of Sale are enclosed.

COMPANY NAME _____ **BOOTH #** _____

SIGNATURE _____ **PRINT** _____

All orders must be prepaid in full including all applicable tax. Items cancelled at show site will be invoiced at 100% of original rental cost. Refunds will be considered only if requested by exhibitor prior to show close. Rental items cancelled within 7 days to show move-in will be credited at 75% of original rental price.

DISPLAY ACCESSORIES

Premium Furniture

WesternDisplay

Winnipeg

961 Powell Avenue
Winnipeg Manitoba
R3H 0H4






Tel 204/949 4000

Fax 204/949 4007

winnipeg@westerndisplay.ca

SARSCENE 2011
October 29 - 31, 2011

See our Premium Furniture at:
www.westerncatalogue.ca

		QTY	ADVANCE ORDER ONLY	TOTAL
	CLUB CHAIR Light Teal Dove Grey Plum	_____	\$ 189.00	_____
	LOUNGE CHAIR Charcoal Grey With Teal/Pink Flecks	_____	\$ 210.00	_____
	LOVESEAT Charcoal Grey With Teal/Pink Flecks	_____	\$ 295.00	_____
	COFFEE TABLE Black Frame Glass Top	_____	\$ 120.00	_____
	END TABLE Black Frame Glass Top	_____	\$95.00	_____
			Sub-Total \$	_____
			5% GST	_____
			7% PST	_____
			TOTAL	_____

(G.S.T. #10250 5450)

To confirm this order you must complete and return the Payment Authorization Form.
Our Terms of Sale are enclosed.

COMPANY _____ BOOTH # _____

SIGNATURE _____ PRINT _____

All orders must be prepaid in full including all applicable tax. No credits will be granted for Premium Furniture cancelled at up to seven days before the show move in or on show site. Premium Furniture may differ from image shown depending on venue.

PREMIUM FURNITURE

Chairs/Tables/Misc.

Western Display

Winnipeg
961 Powell Avenue
Winnipeg Manitoba
R3H 0H4

SARSCENE 2011
October 29 – 31, 2011

See our Tables and Chairs at:
www.westerncatalogue.ca

Tel 204/949 4000
Fax 204/949 4007
winnipeg@westerndisplay.ca

QTY	DESCRIPTION	ADVANCE ORDER PRICE 09/30/11	REGULAR ORDER PRICE
CHAIRS/STOOLS/WASTEBASKETS			
_____	XL Armchair	33.00	41.00
_____	Side Chair grey	39.00	45.00
_____	Executive Armchair grey	66.00	75.00
_____	Adjustable Padded Stool	63.00	75.00
_____	Fan Back Bar Stool	125.00	135.00
_____	Vinyl Wastebasket	15.00	19.00
PEDESTAL TABLES			
_____	30" Dia Table, 16" high _____ 30" high	73.00	87.00
_____	Cruiser Bar Table, 30" dia., 42" high	142.00	152.00
_____	End Tables 22" x 22" square x 18" high/black _____ birch... ..	47.00	57.00
SKIRTED TABLES (24" X 30" high)			
_____	4' silver_blue_red_white_black_lightblue	79.00	91.00
_____	6' silver_blue_red_white_black_lightblue	79.00	91.00
_____	Leg extensions for skirted tables (42" high)	35.00	39.00
_____	30" table – skirted 4 th side	add 16.00	19.00
_____	42" table – skirted 4 th side	add 19.00	22.00
UNDECORATED TABLES (24" x 30" high)			
_____	4' Vinyl top only	45.00	52.00
_____	6' Vinyl top only	45.00	52.00
DISPLAY BOARDS			
_____	Posterboards (Velcro/pin compatible) Dove Grey	125.00	135.00
DRAPE			
_____	Booth drape mask-off wings (per wing) show colour	25.00	35.00
_____	8' high drape/lin. Ft. (for masking) state colour	10.00	20.00
INSURANCE			
_____	Damage waiver for rental equipment	45.00	45.00
		SUB TOTAL	_____
		5% GST	_____
		7% PST	_____
	(G.S.T. # 10250 5450)	TOTAL	_____

To confirm this order you must complete and return the Payment Authorization Form. Our Terms of Sale are enclosed.

COMPANY NAME: _____ BOOTH # _____

SIGNATURE _____ PRINT _____

All orders must be prepaid in full including all applicable tax. If colour is not chosen, Western Display will choose it for you. Items cancelled at show site will be invoiced at 100% original rental cost. Rental items cancelled within 7 days prior to show move-in will be credited at 75% of original rental price.

CHAIRS/TABLES/MISC.

Computer Rental Stands

WesternDisplay

Winnipeg

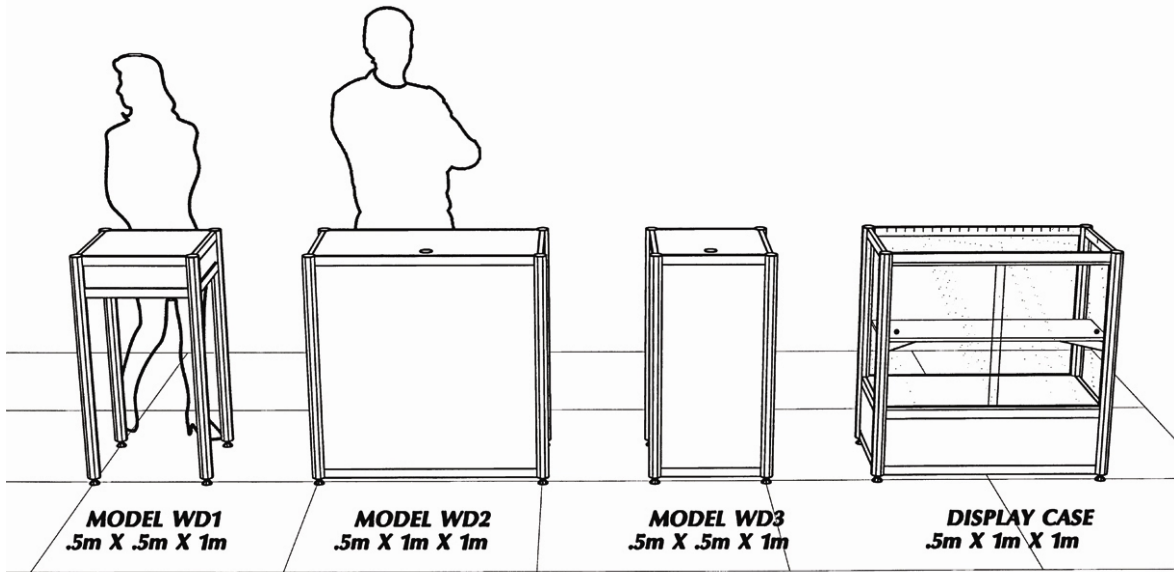
961 Powell Avenue
Winnipeg Manitoba
R3H 0H4

Tel 204/949 4000

Fax 204/949 4007

winnipeg@westerndisplay.ca

SARSCENE 2011
October 29 - 31, 2011



CUSTOM COMPUTER STANDS CAN ALSO BE PROVIDED. PLEASE CONTACT OUR EXHIBITOR SERVICE PERSONNEL. SEE OUR COUNTERS AT www.westerncatalogue.ca

COMPUTER COUNTERS

_____	WD1 Open Frame Laptop Stand .5m x .5m x 1m high	109.00	119.00	_____
_____	WD2 Computer Stand .5m x 1m x 1m high	179.00	215.00	_____
_____	WD2 Computer Stand w/ shelf, sliding door and lock.....	179.00	215.00	_____
_____	WD3 Enclosed Computer Stand .5m x .5m x 1m high	169.00	205.00	_____
_____	Large Curved Counter.....	275.00	315.00	_____
_____	Plexi-glass Display Case .5m W x 1m L x 1m H.....	195.00	234.00	_____

SUB TOTAL _____

5% GST _____

7% PST _____

TOTAL _____

(G.S.T. # 10250 5450)

To confirm this order you must complete and return the Payment Authorization Form. Our Terms of Sale are enclosed.

COMPANY NAME: _____ **BOOTH #** _____

SIGNATURE _____ **PRINT** _____

All orders must be prepaid in full including all applicable tax. No credits will be granted for Computer Counters if cancelled at show site. Counters cancelled within 7 days prior to show move in will be credited at 50% of original rental price.

COMPUTER RENTAL STANDS

Carpets/Plants/Daily Cleaning

Western Display

SARSCENE 2011
Winnipeg Convention Centre
October 29 - 31, 2011

Winnipeg
 961 Powell Avenue
 Winnipeg Manitoba
 R3H 0H4
 Tel 204/949 4000
 Fax 204/949 4007
 winnipeg@westerndisplay.ca

QTY	DESCRIPTION	ADVANCE ORDER PRICE 09/30/11	REGULAR ORDER PRICE	_____
CARPET				
_____	10' x 8' blue__red__grey__black_____	135.00	159.00	_____
_____	10' x 16' blue__red__grey__black_____	250.00	320.00	_____
_____	Bulk Carpet/ft _____ x _____ = _____ sq.ft. blue__red__black_____	2.45	2.75	_____
_____	Cut and Lay/ft _____ x _____ = _____ sq.ft. blue__red__black_____	3.75	4.50	_____
DAILY CLEANING				
_____	Square foot x _____ Number of Days x 0.32		0.42	_____
Daily cleaning includes vacuuming and emptying wastebaskets.				
CARPET OPTIONS				
_____	Underpadding/sq.ft. _____ x _____ = _____ sq.ft.	1.05	1.25	_____
_____	Poly Covering/sq.ft. _____ x _____ = _____ sq.ft.	0.75	0.85	_____
(Carpet damaged by cuts, oil and other means- a minimum \$50.00 surcharge will apply.)				
LIVE PLANTS				
_____	Potted flowering plant (<i>state colour</i>) _____	31.00	37.00	_____
_____	2' - 3' tropical plants.....	56.00	63.00	_____
_____	3' - 4' tropical plants.....	71.00	80.00	_____

SUB TOTAL	_____
5% GST	_____
7% PST	_____
TOTAL	_____

(G.S.T.# 10250 5450)

To confirm this order you must complete and return the Payment Authorization Form. Our Terms of Sale are enclosed.

COMPANY NAME _____ **BOOTH #** _____

SIGNATURE _____ **PRINT** _____

All orders must be prepaid in full including all applicable tax. If colour is not chosen Western Display will choose a colour for you. Items or booth cleaning services cancelled at show site will be invoiced at 100% of original rental cost. Rental items cancelled up to 7 days prior to show move-in will be credited at 75% of original rental price.

CARPETS/PLANTS/DAILY CLEANING

Signage/Graphics

Western Display

SARSCENE 2011
Winnipeg Convention Centre
October 29 - 31, 2011

Winnipeg
961 Powell Avenue
Winnipeg Manitoba
R3H 0H4

Tel 204/949 4000
Fax 204/949 4007
winnipeg@westerndisplay.ca

Western Display designs and produces some of the best graphics in the trade show business. Our Design Studio is fully equipped to fulfill any graphic requirement. We are able to design and produce graphics of any size on a large array of materials, and have experience with the applications of each.

The full range of design services include, but are not limited to:

- Graphic design
- Table-top/easel signs
- Banners
- Vinyl graphics
- Full colour digital signs
- Digital slides/presentations
- Logo reproduction
- Custom orders
- Back-lit signs
- Hard-wall booth panels
- Large format printing

Existing company logos or images can easily be incorporated into your graphics as well. Our software is always current, and is able to handle and manipulate a variety of file formats for the purpose of producing your artwork. For digital file submission details, please see the Artwork Specifications section of your Exhibitor Kit.

Feel free to contact Steven Leduc in our studio at design@westerndisplay.ca if you have any questions about your graphic requirements. We will need to know the purpose of your graphic, its approximate size, where it is intended to appear, and any additional details that may be relevant to its design or structure. This information will also allow the studio to prepare an accurate quote for you.

Western Display's Design Studio is dedicated to the satisfaction of its clients. Digital proofs and drawings of your graphics are supplied and revised until you are completely satisfied with the result. Artwork is produced upon client approval.

Please note that the studio requires all graphics to be approved and ready for production two weeks prior to the move in date of the trade show. This allows adequate time for the graphics to be produced and shipped to show site.

We are proud to offer our services to our exhibitors for graphics both on and off the trade show floor. Please contact Steven Leduc in our studio with any questions you may have.

Western Display Design Studio
309 - 277 Lakeshore Road East
Oakville, Ontario
L6J 1H9

Phone: 905.338.1602
Fax: 905.338.1577
Email: design@westerndisplay.ca

To confirm an order you must complete and return the Payment Authorization Form. Order acceptance is subject to our Terms of Sale, included in this Exhibitor Kit, or available from our Exhibitor Services staff.

All orders must be prepaid in full including all applicable tax. Cancelled sign orders for signs which have been produced are not refundable. Studio design charges may apply.

SIGNAGE/GRAPHICS

Artwork Specifications

Western Display

Winnipeg

961 Powell Avenue
Winnipeg Manitoba
R3H 0H4

Tel 204/949 4000

Fax 204/949 4007

winnipeg@westerndisplay.ca

To Our Graphic Clients

The reproduction quality of the signage which Western Display prepares depends primarily on the quality and format of the electronic artwork data which you are supplying to us.

Artwork being sent to our Design Studio must meet the following minimum requirements:

1. Your artwork must be in PC format and compatible with Illustrator CS3, Photoshop CS3 or CorelDraw v10.
2. Vector artwork is strongly preferred – and acceptable as eps, ai (Illustrator), or cdr (Corel Draw). Text must be converted to curves or the correct typeface must be included. Do not convert a bitmap to vector format.
3. Raster artwork must be 200 dpi minimum, and 14” high or wide, whichever is the longest dimension. Compressed (LZW) tif is preferred, uncompressed tif or psd is acceptable.
4. Pantone reference numbers for all colours in your artwork should be submitted as part of your data package, as well as all black and all white versions so as to make them ‘stand out’ properly against light or dark sign backgrounds. If you wish to keep your logo colours and would therefore prefer a white background ‘box’ for your logo then please submit this version as well. If no information is sent to us in this regard then the manner in which your logo is reproduced will need to be made at our discretion.

Please remember that we can only use what you send us. If you send images off the web, 8 bit images, or any image less than the requirements specified above, you are acknowledging that low quality reproduction will be acceptable to you. Please get your artwork to our studio as far ahead of time as possible with 2 weeks before the show start date being the latest possible time.

Please submit your artwork via email. If your file is too large, contact the studio for further instructions. Feel free to call or email us with any questions about the suitability of your artwork.

Contact Steven Leduc at:

Western Display
309 - 277 Lakeshore Road East
Oakville, Ontario, Canada
L6J 1H9

Phone: 905.338.1602
Fax: 905.338.1577
Email: design@westerndisplay.ca

To confirm an order you must complete and return the Payment Authorization Form. Order acceptance is subject to our Terms of Sale, included in this Exhibitor Kit, or available from our Exhibitor Services staff.

All orders must be prepaid in full including all applicable tax. Cancelled sign orders for signs which have been produced are not refundable. Studio design charges may apply.

Site Labour Services

WesternDisplay

Winnipeg

961 Powell Avenue
Winnipeg Manitoba
R3H 0H4

Tel 204/949 4000
Fax 204/949 4007
winnipeg@westerndisplay.ca

SARSCENE 2011
October 29 – 31, 2011

INSTALLATION/LABOUR

Date Required _____ Time _____ am _____ pm

No. of Tradesmen _____ x no. of hours _____ @ \$ 49.00/hr S.T. \$ _____
No. of Tradesmen _____ x no. of hours _____ @ \$ 69.00/hr O.T. \$ _____
No. of Tradesmen _____ x no. of hours _____ @ \$ 89.00/hr D.T. \$ _____

SUPERVISION: Client Supervision: Yes ___ No ___ Name: _____
Western Display Supervision: Yes ___ No ___
Designated Supervision Yes ___ No ___ General Supervision Yes ___ No ___
If Western Display Dedicated Supervisor add 35% to total labour dollars \$ _____
If Western Display General Supervision add 25% to total labour dollars \$ _____
Minimum supervisory charge of \$25.00 for any installation performed without client supervision. \$ _____

DISMANTLE/LABOUR

Date Required _____ Time _____ am _____ pm

No. of Tradesmen _____ x no. of hours _____ @ \$ 49.00/hr S.T. \$ _____
No. of Tradesmen _____ x no. of hours _____ @ \$ 69.00/hr O.T. \$ _____
No. of Tradesmen _____ x no. of hours _____ @ \$ 89.00/hr D.T. \$ _____

SUPERVISION: Client Supervision: Yes ___ No ___ Name: _____
Western Display Supervision: Yes ___ No ___
Designated Supervision Yes ___ No ___ General Supervision Yes ___ No ___
If Western Display Dedicated Supervisor add 35% to total labour dollars \$ _____
If Western Display General Supervision add 25% to total labour dollars \$ _____
Minimum supervisory charge of \$25.00 for any dismantle performed without client supervision. \$ _____

TOTAL ESTIMATED CHARGES \$ _____
5% GST \$ _____
7% PST \$ _____

(G.S.T. #10250 5450) **TOTAL** \$ _____

Regular rates are based on work performed 8:00am-4:00pm Monday to Friday. Overtime rates are based on work performed 4:00pm-6:00pm Monday to Friday and work performed on Saturdays from 8:00am to 4:00pm. Double time applies to all other work times including Sundays and statutory holidays.

NOTE: Labour cannot be guaranteed for start times other than 8:00am and 12:30pm. Please report to the Western Display Service desk to collect your labour. Minimum charges of 1hr will apply to all labour calls.

To confirm this order you must complete and return the Payment Authorization Form. Our Terms of Sale are enclosed

COMPANY NAME _____ **BOOTH #** _____

SIGNATURE _____ **PRINT** _____

All orders must be prepaid in full including all applicable tax. Labour cancelled at show site will be subject to a minimum charge of one hour.

SITE LABOUR SERVICES

Materials Handling Info

WesternDisplay

SARSCENE 2011
Winnipeg Convention Centre
October 29 - 31, 2011

Winnipeg
961 Powell Avenue
Winnipeg Manitoba
R3H 0H4
Tel 204/949 4000
Fax 204/949 4007
winnipeg@westerndisplay.ca

SHIPPING INSTRUCTIONS **MATERIALS HANDLING (DRAYAGE) INFORMATION**

Page 1 of 3

All exhibitors must choose to have their shipment received either on an **advance**, or direct to show site basis.

ADVANCE SHIPMENTS TO WAREHOUSE (Up to 30 Days in Advance)

All shipments must be sent prepaid to Western Display's warehouse. Collect shipments cannot be accepted. The Winnipeg Convention Centre does not have the facilities to accept advance shipments.

Label each piece twice and address all shipping documents/bills of lading as follows for shipments to our warehouse:

NAME OF EXHIBITING COMPANY & BOOTH NO.
HOLD FOR: SARSCENE 2011
c/o WESTERN DISPLAY
961 Powell Avenue
Winnipeg, MB, R3H 0H4

An Advance Freight label is included in this Exhibitor Kit for your use. We strongly recommend labeling each piece of your shipment with two copies of this label.

DIRECT SHIPMENTS TO SHOW SITE (Move In Day Only)

Shipments can arrive for unloading and delivery to booth ONLY on Saturday, October 29, 2011 Shipments must be sent with freight charges PREPAID. COLLECT SHIPMENTS CANNOT BE ACCEPTED.

Label each piece and address all shipping documents/bills of lading as follows for shipments to show site:

NAME OF EXHIBITING COMPANY & BOOTH NO.
HOLD FOR: SARSCENE 2011
C/O WESTERN DISPLAY
Winnipeg Convention Centre (Loading Dock)
375 YORK AVE.,
WINNIPEG, MB R3C 3J3

SHIPMENTS CANNOT BE DELIVERED TO THE FACILITY'S DOCK BEFORE ASSIGNED EXHIBITOR MOVE-IN DATE Saturday, October 29, 2011

A Direct to Showsite label is included in this Exhibitor Kit for your use. We strongly recommend labeling each piece of your shipment with two copies of this label.

MATERIALS HANDLING INFO

Materials Handling Info Cont.

Page 2 of 3

BILL OF LADING

All shipments must have a bill of lading or delivery slip showing the number of pieces, type of merchandise and weight. A copy should be mailed or faxed to Western Display with the enclosed "DRAYAGE ORDER FORM". Shipments received without freight bills, or specified unit counts on receipts, will be delivered to exhibitors booth without guarantee of piece count or condition.

CERTIFIED WEIGHT RECEIPTS

The driver will be requested to submit certified weight receipts to Western Display when shipments are received for unloading. Western Display reserves the right of refusal to unload such shipments until a CERTIFIED WEIGHT RECEIPT is presented. In the event no weight is indicated on delivery documents presented, Western Display shall estimate the weight. If actual scale weight figures are not submitted prior to the move-out period, the estimated weight will be final and binding. All shipments received at the warehouse and show site are subject to re-weigh.

SHIPMENT NOTIFICATION

It is the responsibility of the exhibitor to ensure that the shipment notification form is completed in full and forwarded to Western Display with their "**DRAYAGE ORDER**" form.

SMALL PACKAGE SHIPMENTS

For the safe receipt of your shipment, small package shipments should be sent to Western Display's warehouse, using the Advance Shipment option.

EMPTY CONTAINER HANDLING AND STORAGE DURING SHOW

Empty container labels will be available at the Service Desk and must be filled out by the exhibitor.

Properly labeled empty containers will be removed from booth, placed in storage and returned to booth at close of show. Affixing the labels is the sole responsibility of the exhibitor or his representative. Western Display assumes no responsibility for removal of containers with old empty labels, improper information on empty labels or valuables stored in containers removed for storage. These services will be provided only if Western Display has been contracted for materials handling (drayage).

Materials Handling Info Cont.

Page 3 of 3

OUTBOUND SHIPMENTS

Outbound materials will be moved from booth to dock and reloaded on designated vehicles.

Representatives for the official carrier will be on site to assist exhibitors with outbound shipping requirements. If the exhibitor is using a carrier other than the official, please note it is the responsibility of the exhibitor to coordinate his/her outbound shipments.

In order to expedite removal of material, Western Display reserves the right to change designated carriers, if your carrier fails to pickup when the shipment is ready or refuses to accept.

Exhibitors who did not use the services of Western Display for inbound drayage but are shipping outbound and require drayage services will be charged at the cwt rate for Direct Shipments. Return of outbound shipments (dray back) to our warehouse for short term storage and later pickup after the show is available. Please make arrangements at the Exhibitor Service Desk.

OTHER AVAILABLE SERVICES

Labour will be available for uncrating, unskidding, assembling, positioning, leveling, dismantle, re-crating and re-skidding machinery and/or equipment of exhibitors. To order, please refer to enclosed "Labour" order form.

INSURANCE

Be sure your materials are insured from the time they leave your firm until they are returned to your firm after the show. It is suggested that exhibitors arrange all-risk coverage. This can be done by "riders" to existing policies.

All material handled by Western Display are subject to our "Limits of Liability" set forth on the "Conditions" page.

MATERIALS HANDLING CHARGES (DRAYAGE)

Please refer to our enclosed "Drayage Order" forms. Rates are based on incoming weight only, whether the services are used completely or in part. The weight is rounded up to the next hundred pounds and is taken from the inbound bill of lading. All shipments are based on a 200 pound minimum.

Freight handling charges are the responsibility of the exhibiting company for whom materials have been received and handled. The exhibiting company may not assign this responsibility to suppliers or customers.

Advance Freight/Drayage

Western Display

Winnipeg

961 Powell Avenue
Winnipeg Manitoba
R3H 0H4

Tel 204/949 4000

Fax 204/949 4007

winnipeg@westerndisplay.ca

SARSCENE 2011

Winnipeg Convention Centre

October 29 - 31, 2011

Any common carrier may deliver shipments to the advance warehouse address.

Receiving hours are Monday through Friday 8:00am - 4:00pm. Any single piece of freight over 3,000 pounds will require arrangements for special equipment (please call 204.949.4000). Payment of estimated charges must be paid in full with order.

Name of Exhibiting Company/Booth Number

SARSCENE 2011

c/o Western Display

961 Powell Avenue

Winnipeg, MB, R3H 0H4

Advance warehouse drayage rates are charged per hundred weight (cwt) and includes labour and equipment required to receive and store freight in warehouse up to 30 days in advance, deliver freight from warehouse to booth in exhibit hall; store empty containers during event and return empties to booth at close of event; return freight from the booth to the loading dock and onto outbound carriers.

A. ADVANCE SHIPMENTS TO WAREHOUSE RECEIVED THROUGH Monday, October 24, 2011

Minimum charge \$118.00 for each separate shipment. Overtime and/or special handling may apply.

Shipment weight (round up to next 100 lbs.) ___/100 = ___ total cwt x \$59.00 per cwt = \$ _____

B. ADVANCE SHIPMENTS TO WAREHOUSE RECEIVED AFTER Monday, October 24, 2011

Minimum charge \$128.00 for each separate shipment. Overtime and/or special handling may apply.

Shipment weight (round up to next 100 lbs.) ___/100 = ___ total cwt x \$64.00 per cwt = \$ _____

C. SPECIAL HANDLING (ADDITIONAL TO ABOVE RATE)

Minimum charge \$30.00 for each separate shipment. Uncrated, unskidded, wrapped, non-standard vehicle delivery, special handling or shipments without proper documentation.

Shipment weight (round up to next 100 lbs.) ___/100 = ___ total cwt x \$15.00 per cwt = \$ _____

D. OVERTIME (ADDITIONAL TO ABOVE RATE)

Minimum charge \$30.00 for each separate shipment. Rates quoted above are based on straight time hours. All freight that must be moved into or out of the exhibit booth before 8:00am and after 4:00pm on week days, anytime on Saturday, Sunday or Statutory Holidays will be charged overtime each way.

Overtime move-in Total cwt _____ x \$15.00 per cwt = \$ _____

Overtime move-out Total cwt _____ x \$15.00 per cwt = \$ _____

Material Handling Sub Total \$ _____

5% GST \$ _____

(G.S.T. # 10250 5450) TOTAL \$ _____

To confirm this order you must complete and return the Payment Authorization Form.

Our Terms of sale are enclosed.

NAME OF SHOW SARSCENE 2011

COMPANY NAME _____ BOOTH NO. _____

SIGNATURE _____ PRINT _____

All materials handling by Western Display are subject to our "Limits of Liability". Please refer to the Drayage Terms and Conditions page.

ADVANCE FREIGHT/DRAYAGE

ADVANCE FREIGHT / TRADE SHOW

Ship to: *Western Display*
961 Powell Avenue
Winnipeg, MB
R3H 0H4

Hold for: **SARSCENE 2011**
Booth # _____

Piece Count

of

In this shipment

Shipped by:
Exhibiting Company _____
Address _____

Contact Name/ Site _____
Contact# _____

If applicable:
Display House

Contact Name/ Site

Contact#

ADVANCE FREIGHT / TRADE SHOW

Advance Shipment Notification **WesternDisplay**

Winnipeg

961 Powell Avenue
Winnipeg Manitoba
R3H 0H4

Tel 204/949 4000
Fax 204/949 4007
winnipeg@westerndisplay.ca

SARSCENE 2011
Winnipeg Convention Centre
October 29 – 31, 2011

Shipments will be received and handled in accordance with the information set forth below.

ADVANCE SHIPMENTS TO WESTERN DISPLAY'S WAREHOUSE

(Must arrive by Monday, October 24, 2011.)

Shipper Name _____ From City/ Province/State _____

How will you ship: Common Carrier _____ Van Line _____ Private _____ Air Freight _____

Shipping Date: _____ No of pieces: _____ Weight: _____

Dimensions of Largest Piece: Height _____ Width _____ Length _____ Weight _____

Carrier's Name _____ Waybill Number (if known) _____

Comments/Special Handling Requirements: _____

NAME OF SHOW: _____ **SARSCENE 2011** _____

COMPANY NAME _____ **BOOTH NO.** _____

ADDRESS
(Street) (PO Box) (City) (Province/State) (Postal Code)

ORDERED BY _____ **PRINT NAME** _____

PHONE NUMBER () _____ **EXT:** _____ **FAX:** () _____

NOTE: PLEASE COMPLETE AND RETURN WITH YOUR DRAYAGE ORDER FORM

ADVANCE SHIPMENT NOTIFICATION

Show Site Receiving/Drayage

Western Display

Winnipeg

961 Powell Avenue
Winnipeg Manitoba
R3H 0H4

Tel 204/949 4000

Fax 204/949 4007

winnipeg@westerndisplay.ca

SARSCENE 2011

Winnipeg Convention Centre

October 29 -31, 2011

Direct shipments may be received on move in days only . Any single piece of freight over 3,000 pounds will require arrangements for special equipment (please call 204.949.4000). Payment of estimated charges must be paid in full with order. Please address all shipping labels/bills of lading as follows:

Name of Exhibiting Company & Booth No.

SARSCENE 2011

c/o Western Display

Winnipeg Convention Centre

375 York Ave., Winnipeg, MB R3C 3J3

Direct drayage rates are charged per hundred weight (cwt) and includes labour and equipment required to receive freight and deliver to booth in exhibit hall; store empty containers during event and return empties to booth at close of event; return freight from the booth to the loading dock and onto outbound carriers.

A. DIRECT SHIPMENTS TO SHOWSITE

Minimum charge \$110.00 for each separate shipment. Overtime and/or special handling may apply.

Shipment weight (round up to next 100 lbs.) _____ / 100 = _____ total cwt x \$55.00 per cwt = \$ _____

B. DIRECT SHIPMENTS TO SHOWSITE WITHOUT NOTIFICATION

Minimum charge \$118.00 for each separate shipment. Overtime and/or special handling may apply.

Shipment weight (round up to next 100 lbs.) _____ / 100 = _____ total cwt x \$59.00 per cwt = \$ _____

C. SPECIAL HANDLING (ADDITIONAL TO ABOVE RATE)

Minimum charge \$30.00 for each separate shipment. Uncrated, unskidded, wrapped, non-standard vehicle delivery, van line, special handling or shipments without proper documentation.

Shipment weight (round up to next 100 lbs.) _____ / 100 = _____ total cwt x \$15.00 per cwt = \$ _____

D. OVERTIME (ADDITIONAL TO ABOVE RATE)

Minimum charge \$30.00 for each separate shipment. Rates quoted above are based on straight time hours. All freight that must be moved into or out of the exhibit before 8:00am and after 4:00pm on week days, and anytime on Saturday, Sunday or Statuary Holidays will be charged overtime each way.

Overtime Move-In Total cwt _____ x \$15.00 per cwt = \$ _____

Overtime Move-Out Total cwt _____ x \$15.00 per cwt = \$ _____

Material Handling Sub Total \$ _____

5% GST \$ _____

(G.S.T. # 10250 5450)

TOTAL \$ _____

To confirm this order you must complete and return the Payment Authorization Form. Our Terms of Sale are enclosed

NAME OF SHOW _____ SARSCENE 2011 _____

COMPANY NAME _____ BOOTH NO. _____

SIGNATURE _____ PRINT _____

All materials handling by Western Display are subject to our "Limits of Liability". Please refer to the Drayage Terms and Conditions page.

SHOW SITE RECEIVING/DRAYAGE

**Show Site Receiving
Notification**

WesternDisplay

Winnipeg
961 Powell Avenue
Winnipeg Manitoba
R3H 0H4

Tel 204/949 4000
Fax 204/949 4007
winnipeg@westerndisplay.ca

SARSCENE 2011
October 29 - 31, 2011

Shipments will be received and handled in accordance with the information set forth below.

SHIPMENTS DIRECT TO SHOW SITE

(Must Arrive Only During Official Exhibitor Move-In)

Shipper Name _____ From City/ Province/ State _____

How will you ship: Common Carrier _____ Van Line _____ Private _____ Air Freight _____

Shipping Date: _____ No of pieces: _____ Weight: _____

Dimensions of Largest Piece: Height _____ Width _____ Length _____ Weight _____

Carrier's Name _____ Broker: _____ Waybill Number (if known) _____

Comments/Special Handling Requirements: _____

NAME OF SHOW: _____ **SARSCENE 2011** _____

COMPANY NAME _____ **BOOTH NO.** _____

ADDRESS _____
(Street) (PO Box) (City) (Province/State) (Postal Code)

ORDERED BY _____ **PRINT NAME** _____

PHONE NUMBER () _____ **EXT:** _____ **FAX:** () _____

NOTE: PLEASE COMPLETE AND RETURN WITH YOUR DRAYAGE ORDER FORM

SHOW SITE RECEIVING

DIRECT FREIGHT / MOVE-IN DAY ONLY
CONTACT WESTERN DISPLAY AT 204/949-4000 FOR MOVE IN DATE / TIME

Ship to: Western Display
Winnipeg Convention Centre
375 York Ave.,
Winnipeg, MB R3C 3J3

Hold For: SARSCENE 2011
C/O Western Display

Piece Count

of

In this shipment

Shipped by:
Exhibiting Company _____
Address _____

Contact Name/ Site _____
Contact# _____

If applicable:
Display House

Contact Name/ Site

Contact#

DIRECT FREIGHT / MOVE-IN DAY ONLY
CONTACT WESTERN DISPLAY AT 204/949-4000 FOR MOVE IN DATE / TIME

Drayage (Materials Handling) Terms and Conditions

**SARSCENE 2011
Winnipeg Convention Centre
October 29 -31, 2011**

WesternDisplay

Winnipeg
961 Powell Avenue
Winnipeg Manitoba
R3H 0H4
Tel 204/949 4000
Fax 204/949 4007
winnipeg@westerndisplay.ca

1. **INSURANCE** - It is understood that Western Display is not an insurer. Insurance, if any, should be obtained by the exhibitor. It is suggested that exhibitors arrange all risk coverage. This can be done by endorsements to existing policies. Exhibitor's materials should be insured from the time they leave their firm until they are returned to the firm after the close of the Show.
2. The consignment or delivery of shipment to Western Display by an exhibitor, or by any shipper to or on behalf of the exhibitor, shall be construed as an acceptance by such exhibitor (and/or other shipper) of the terms and conditions set forth herein.
3. Western Display shall not be responsible for damage to uncrated materials, materials improperly packed or concealed damage.
4. Western Display shall not be responsible for loss, theft, or disappearance of exhibitor's materials after same has been delivered to exhibitor's booth.
5. Western Display shall not be responsible for loss, theft, or disappearance of materials before they are picked up from exhibitor's booth for reloading after the show. Western Display assumes no responsibility for the preparation of exhibitor's bills-of-lading or shipping labels. Each exhibitor is responsible for completing all paperwork. Out-bound bills-of-lading will be checked at time of actual pickup from the booth and corrections made where discrepancies occur.
6. Western Display shall not be responsible for any loss, damage or delay due to fire, Acts of God, strikes, lockouts or work stoppages of any kind or to any cause beyond its control.
7. Western Display shall not be liable to any extent whatsoever for any actual, potential or assumed loss of profits or revenues, or for any collateral costs, which may result from any loss or damage to an exhibitor's materials which may make it impossible or impractical to exhibit same.
8. Western Display liability shall be limited to the physical loss of or damage to the specific article which is lost or damaged, and in any event Western Display's maximum liability shall be limited to \$.30 per pound per article with a maximum liability of \$ 30.00 per item, or \$1,000.00 per shipment, whichever is less.
9. In order to expedite the removal of materials from the show site, Western Display will have the authority to change designated carrier if exhibitor's carriers do not pick-up on time and/or when proper authorization has not been made for the return of materials to warehouse. Where no disposition is made by the exhibitor, materials will be taken to a warehouse to await exhibitor's shipping instructions. The exhibitor agrees to be responsible to pay for any charges relating to handling at the warehouse. No liability will be assumed as a result of such rerouting or handling.
10. No liability will be assumed by Western Display for shipments received without receipts, freight bills or unit counts such as UPS or van line deliveries. Freight will be delivered to exhibitor's booth with no guarantee of piece count or condition if there is no bill-of lading.

DRAYAGE TERMS/CONDITIONS

Terms of Sale

Western Display

Winnipeg
961 Powell Avenue
Winnipeg Manitoba
R3H 0H4

Tel 204/949 4000
Fax 204/949 4007
winnipeg@westerndisplay.ca

SARSCENE 2011
Winnipeg Convention Centre
October 29 - 31, 2011

1. **Your account set-up and initial order processing for this event is subject to a combined service fee of \$18.00. Each subsequent order addition or change is subject to a \$5.00 processing fee. Approved credits, account corrections due clearly to a Western Display error, and eligible refunds will be processed on your account at N/C. We regret that we cannot accept or process orders that are not prepaid in full (including taxes where applicable).**
2. All charges, regardless of the amount, must be paid in Canadian dollars and in full prior to close of show, by company cheque or credit card. If a credit card is used, please ensure that card limits are adequate to handle expected charges as "Declined Card" payments are subject to a \$30.00 reprocessing fee.
3. Order acceptance is subject to our Terms of Sale, included in this Exhibitor Kit, or available from our Exhibitor Services staff.
4. To qualify for the advance order discount your advance order must be received with your full payment by the advance order date shown on our Exhibitor Rental Order Form. Purchase orders do not qualify for payments.
5. All services ordered at the show site must include full payment at the time the order is placed. These changes will normally be applied to your authorized credit card on file.
6. A customer cheque returned to us due to insufficient funds, or a "declined" credit card transaction will be subject to a service charge of \$30.00 for re-processing of your payment.

All payments must be made by cheque or credit card. Cash payments will not be accepted.
7. If you are purchasing goods or services from us on either a PST or GST Exempt basis your order must be accompanied by appropriate physical proof of exemption acceptable to the relevant tax authorities.
8. Charges for any labour services required at the event move-out will be processed on the credit card number which you've provided when your initial order was placed. Please contact our Exhibitor Service staff for an account statement following the close of the show.
9. Refunds will not be considered unless filed by an exhibitor prior to show closing.
10. If you contract your work to a third party, such as a display or exhibit house, and request services from Western Display to be invoiced to the third party, the **THIRD PARTY BILLING FORM** must be completed by both the exhibiting company and the Third Party prior to the processing of any orders. Western Display reserves the right to withhold credit privileges to third parties at any time.

TERMS OF SALE

Exhibitor 3rd Party Billing

WesternDisplay

SARSCENE 2011
October 29 - 31, 2011

Winnipeg

961 Powell Avenue
Winnipeg Manitoba
R3H 0H4

Tel 204/949 4000
Fax 204/949 4007
winnipeg@westerndisplay.ca

DEADLINE DATE: _____ 14 WORKING DAYS PRIOR TO FIRST MOVE-IN DAY _____

EXHIBITING COMPANY: _____

ADDRESS: _____

ORDERED BY: _____

TELEPHONE: () _____ FAX: () _____

SIGNATURE: _____ DATE ORDERED: _____

The exhibiting firm is primarily responsible for payment of charges. In the event that you have arranged for an agent to handle your display and/or be billed for any services on your behalf, we will agree to this third party billing if they have a satisfactory credit rating with Western Display.

This form must be completed by both parties and returned to us by the deadline date indicated above.

ITEMS TO BE BILLED TO THIRD PARTY: (must be completed)

- | | |
|--|--|
| <input type="checkbox"/> All Services | <input type="checkbox"/> Rental Furniture |
| <input type="checkbox"/> Booth Cleaning | <input type="checkbox"/> Installation & Dismantle Labour |
| <input type="checkbox"/> Carpet | |
| <input type="checkbox"/> Signs | |
| <input type="checkbox"/> Other (Specify) _____ | |

Both parties must sign the following statement indicating acceptance: otherwise, the request will be denied. We understand and agree that we, the exhibiting firm, are primarily responsible for payment of charges. In the event the named third party does not discharge payment upon receipt of invoice(s), such charges will be paid by the exhibiting firm on demand.

Exhibiting Firm

Third Party Agent

Authorized Signature

Authorized Signature

Print Name

Print Name

Title

Title

THIRD PARTY BILLING:

STREET/P.O. BOX _____

CITY/PROVINCE/POSTAL CODE: _____

PHONE: () _____ FAX: () _____

BILLING REFERENCE INFORMATION TO APPEAR ON INVOICE: _____

EXHIBITOR 3RD PARTY BILLING