



CARI 2023 - Recycling Industry
June 8-9, 2023
Halifax Marriott Harbooufront
Halifax, NS

Visit our website to view our on-line catalogue

SERVICE CONTRACTOR CONTACT

GLOBAL CONVENTION SERVICES
1658 Market Street
Halifax, NS B3J 1K9

Phone: 1-902-425-1400
Fax: 1-902-423-4129
Email: info@globalconvention.ca

BOOTH EQUIPMENT

Each 8' wide x 10' deep exhibitor booth space consists of the following:

- ** 8' high draped backwall and 3' high draped sidewalls.
- ** Hotel providing table and chair

** Note: The Trade Show floor is carpeted.

ELECTRICAL:

- ** Contact show management for electrical requirements

PRE-SHOW PRICE DEADLINE DATE

In order to receive advance order discount rates (pre-show price) listed on selected price sheets, we must receive your order and payment by:
June 1, 2023 Orders received after this date will be subject to Retail Prices.

ON-LINE ORDERING INSTRUCTIONS

In order to protect your privacy, we have placed the following login and password on our on-line order form to restrict access to exhibitors for this event only. In addition, our order form is located on a "SSL" secure server to protect your credit card information. To access our online catalogue, click on link, or go to, www.globalconvention.ca then select "Exhibitor Ordering" in the upper right corner and enter the username and password supplied below.

Username: _____ Password: _____

On-line ordering available until: _____ **date**

EXHIBITOR MOVE-IN

Thursday June 8, 2023 12:00 PM - 4:00 PM

SHOW HOURS

Thursday June 8, 2023 5:00 PM - 7:00 PM
 Friday June 9, 2023 5:00 PM - 7:00 PM

EXHIBITOR MOVE-OUT

Friday June 9, 2023 7:00 PM - 10:00 PM

MATERIAL HANDLING

PLEASE NOTE, GLOBAL CONVENTION SERVICES DOES NOT OFFER SHIPPING, CUSTOMS OR BROKERAGE SERVICES.

ADVANCED SHIPMENTS ACCEPTED

START Thursday May 4, 2023 **END** Thursday June 1, 2023

Freight received at advance warehouse prior to, or after, dates noted will be subject to additional handling fees.

DIRECT TO SITE SHIPMENTS

!!! Direct to site shipments to arrive during scheduled exhibitor move in times only!!!

Freight received at venue in advance of exhibitor move-in risk having their freight either refused by venue or re-directed to Global Advanced Warehouse, with expenses and fees billed back to exhibitor.

EVENT INFORMATION



HALIFAX OFFICE:
 1658 Market Street
 Halifax, NS B3J 1K9
 Tel. 902-425-1400 Fax. 902-423-4129
 E-mail: info@globalconvention.ca

ORDERING DEADLINE: June 1, 2023

EVENT NAME CARI 2023 - Recycling Industry **DATES** June 8-9, 2023

Exhibiting Company: _____ **Booth #** _____

Contact Name: _____ **Booth Size** _____

Phone #: _____ **Email:** _____

SPECIFICATIONS ON SHIPMENTS - IN-BOUND * Please provide copy of waybill *****

Carrier Name	Description	(L x W x H)	Weight
	Example: Crate	6' x 3' x 4'	859
Expected Delivery Date			
Estimated Total Weight			
Total Weight			

CALCULATION OF ORDER

** A material handling charge based on CWT (per 100 lbs. with a minimum 200 lb. charge) will be applied for any exhibitor freight handled by Global Convention Services Ltd.

** Rates are per shipment received. Avoid additional fees by shipping all freight in one shipment.

EXAMPLES	Total Weight		CWT (divided by 100 lbs.)	Round up to nearest whole #	X	Price per CWT (per 100 lbs.)	Estimated Total Cost (200 lb. Min.)
Shipments <u>200 lbs. or LESS</u>	200	/ 100	2	2	X	\$75.00	\$150.00
Shipments <u>OVER 200 lbs.</u>	859	/ 100	8.59	9	X	\$75.00	\$675.00

Service Type	Total Weight		CWT (divided by 100 lbs.)	Round up to nearest whole #	X	Price per CWT (per 100 lbs.)	Estimated Total Cost (200 lb. Min.)
ADVANCED WAREHOUSE		/ 100			X	\$75.00	
DIRECT TO SHOW SITE		/ 100			X	\$75.00	
POST-SHOW RETURN TO WAREHOUSE		/ 100			X	\$75.00	

REMINDER: SHIPMENTS 200 LBS OR LESS ARE SUBJECT TO A MINIMUM 200 LB CHARGE. SEE EXAMPLE ABOVE.

*** PLEASE READ CONDITIONS ON NEXT PAGE FOR DETAILED DESCRIPTION OF SERVICES.

*** Global Convention Services does not offer shipping services.

*** Global Convention Services does not offer customs or brokerage services.

*** Global Convention Services is not liable for any freight left in our warehouse for more than 30 days.

*** Freight in our possession for more than 30 days will be disposed.

Freight Accepted at Global Advanced Warehouse: May 4, 2023 - June 1, 2023

Freight Accepted at Show Site: June 8, 2023

SUMMARY OF MATERIAL HANDLING

\$ _____

Carry this total to Method of Payment form

Send completed form along with Method of Payment to info@globalconvention.ca or fax (902) 423-4129

MATERIAL HANDLING - Order Services

CONDITIONS

- * Global Convention Services must be notified 14 days in advance of move in on any individual piece that exceeds 5000 lbs. or requires special handling or equipment. Global Convention Services reserves the right to deem which items require additional labor and special handling or equipment and assess charges accordingly.

LIABILITY

- * Global Convention Services has limited liability for damage caused to shipments while being handled and is not responsible for concealed damage, or damage or loss of merchandise after delivery to booth before or during installation time, or at conclusion of show prior to delivery to common carrier.
- * Shipments should be insured by the exhibitor.
- * The condition, count, and contents of the materials found in the booths at the time of actual removal will be final and binding and Global Convention Services reserves the right to alter exhibitor's bill of lading to reflect damage while handling loose exhibit materials or those inadequately packed.
- * Global Convention Services will not be responsible for failure or delay performing service when delay is caused by strike, labor stoppage, or any other cause unavoidable or beyond their control.
- * The liability of Global Convention Services is hereby limited to \$0.30 per pound per article, to a maximum of \$30.00 per article, \$150.00 per shipment. Values exceeding this limitation should be insured by shipper.

IMPORTANT INFORMATION

- * Material Handling Form must be submitted at least **14 days** prior to show.
- * Collect shipments **will not** be accepted.
- * All shipments must be clearly marked with number of pieces, shipping address, show name, company name, and booth number.
- * All pieces on a skid must contain a shipping label in the event the freight gets removed from the skid by your freight carrier.
- * Global Convention Services weight estimates are final and binding unless weigh scale tickets are provided at time of receipt of shipment.
- * Minimum 200 lb. charge will apply to shipments weighing less than 200 lbs.
- * **Billing is based on a per shipment received. Avoid additional fees by shipping all freight together.**
- * **International Shipping:** Customs paperwork, and any associated charges, are the sole responsibility of the exhibitor.

ADVANCED WAREHOUSE MATERIAL HANDLING

- * Shipments to arrive during scheduled delivery dates provided, during normal business hours of 9:00 am - 4:00 pm, Monday - Friday. Additional material handling and delivery charges will apply to shipments received before or after selected dates.
- * Service includes storage of freight during specified dates, delivery to booth, removal and return of empty containers, reloading of shipment from booth onto designated outbound carrier.

DIRECT TO SITE MATERIAL HANDLING

- * **Shipments to arrive during scheduled move-in times only.** Freight received prior to this date risk having their freight refused by the facility, or redirected to Global Convention Services Advance Warehouse with fees charged back to exhibitor.
- * *Global Convention Services must be notified in advance of exhibitor move in for direct to site material handling requests.*
- * Service includes handling of exhibitor freight from facility receiving doors, delivery to booth, removal and return of empty containers, reloading of shipment from booth onto designated outbound carrier.

OUTBOUND SHIPMENTS

- * Exhibitor is responsible for repacking their freight.
- * **It is the exhibitor's sole responsibility to label each piece of outbound shipment and to provide a completed Bill of Lading covering each outbound shipment. Exhibitor is also responsible for payment arrangements with their carrier.**
- * Global Convention Services will not be responsible for delay of rush shipments, which will be expedited to the best of their ability.
- * **Exhibitor to make arrangements with their shipper to have freight picked up within the allotted move out times.**
- * The right is reserved to re-route any outbound shipment not picked up by exhibitor's specified carrier during the allotted move out period. Exhibitor material remaining after move-out period without forwarding instructions will either be "forced freight" with official event transport OR returned to Global advance warehouse where material handling fees will be applied. Both options will be at exhibitor's expense.
- * No liability of any nature shall attach to Show Management or Global Convention Services for exhibit material abandoned at the exhibit site.
- * **Any freight returned to advance warehouse post-show will be subject to post-show material handling charges.**

NOTE: Freight will not be released to ground transport until account has been settled with Global.

POST-SHOW MATERIAL HANDLING (RETURN TO ADVANCE WAREHOUSE)

- * Arrangements for Return to Warehouse services must be made in advance of, or prior to, show closing.
- * Exhibitors are responsible for return shipping labels, customs paperwork & Bill of Ladings. Return shipping labels must be on ALL pieces.
- * **International Shipping:** Customs paperwork, and any associated charges, are the sole responsibility of the exhibitor.
- * Exhibitors are responsible to schedule pick up from Global Convention Services' advance warehouse location.
- * **Exhibitors are to make payment arrangements with ground transport or courier prior to pick up.**
- * **All Global charges or fees must be paid in full and in good standing prior to the release of freight to ground transport or courier.**

USE THESE LABELS FOR SHIPPING TO ADVANCED WAREHOUSE. Complete & submit Material Handling form to order advance warehouse material handling service.

Freight accepted at advanced warehouse (Mon-Fri, 9am-4pm)	May 4, 2023	TO	June 1, 2023
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To: GLOBAL CONVENTION SERVICES
120 Crane Lake Drive
Halifax, NS B3S 1B4

Show: **CARI 2023 - Recycling Industry**

Exhibitor: _____

Booth #: _____

Piece #: _____ of _____

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USE THESE LABELS FOR SHIPPING TO ADVANCED WAREHOUSE. Complete & submit Material Handling form to order advance warehouse material handling service.

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To: GLOBAL CONVENTION SERVICES
120 Crane Lake Drive
Halifax, NS B3S 1B4

Show: **CARI 2023 - Recycling Industry**

Exhibitor: _____

Booth #: _____

Piece #: _____ of _____

USE THESE LABELS FOR SHIPPING DIRECT TO SHOW SITE.

Complete & submit Material Handling form to order show site material handling service.

!!! Freight to arrive on site during scheduled move in time only !!!

June 8, 2023

To: GLOBAL CONVENTION SERVICES
C/O Halifax Marriott Harbourfront
1919 Upper Water Street
Halifax , NS, B3J 3J5

Show: **CARI 2023 - Recycling Industry**

Exhibitor: _____

Booth #: _____

Piece #: _____ of _____

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USE THESE LABELS FOR SHIPPING DIRECT TO SHOW SITE.

Complete & submit Material Handling form to order show site material handling service.

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June 8, 2023

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C/O Halifax Marriott Harbourfront
1919 Upper Water Street
Halifax , NS, B3J 3J5

Show: **CARI 2023 - Recycling Industry**

Exhibitor: _____

Booth #: _____

Piece #: _____ of _____

MATERIAL HANDLING - Shipping Labels --- Direct to Show Site



HALIFAX OFFICE:
 1658 Market Street
 Halifax, NS B3J 1K9
 Tel. 902-425-1400 Fax. 902-423-4129
 E-mail: info@globalconvention.ca

PRE-SHOW DEADLINE: June 1, 2023

ORDERING DEADLINE: June 1, 2023

EVENT NAME CARI 2023 - Recycling Industry **DATES** June 8-9, 2023

Exhibiting Company Information

Exhibiting Company: _____	Booth #
Exhibiting Company Mailing Address: _____	
City / Province / Postal Code: _____	
Contact Name: _____	
Telephone: _____ Fax: _____ Email: _____	

Third Party Company Information * If Applicable *****

Third Party Company Name: _____
 Third Party Billing Address: _____
 City / Province / Postal Code: _____
 Contact Name: _____
 Telephone: _____ Fax: _____ Email: _____

Services to be invoiced to Third Party Company

All Global Services
 Electrical
 Material Handling In & Out
 Booth Cleaning
 Equipment & Furniture
 I&D Labor/Supervision
 In-Booth Forklift
 Other _____

INFORMATION

- * Payment must accompany order. Order will not be processed without payment.
- * Pre-Show pricing available until the date specified on order forms and when accompanied with payment.
- * Global reserves the right to invoice at retail prices on orders received after pre-show deadline.
- * Prices are based on duration of event and include site delivery, installation, and removal.
- * *Prices are in Canadian dollars.*
- * Exhibitors are responsible for damage or loss of rental material.
- * *Copy of invoice sent on request only.* Mail Email _____

CANCELLATION OF ORDERS

- * Cancellation of equipment, or orders, prior to Global set up - subject to a 25% cancellation fee.
 - * If full service has been provided - subject to a 100% cancellation fee (no refund).
 - * **Upon arrival to your booth for set up**, confirm that all items pre-ordered have been delivered to your booth. Notify the Global Service Desk immediately for any missing items.
- NOTE:** Refunds will not be issued post-show if missing item(s) were not reported to Global Service Desk.

PAYMENT INFORMATION

BANK TRANSFER & e-TRANSFERS
 * Contact office for details
 * Customers are responsible for any bank processing fees

CREDIT CARD
 For your convenience, we will use this authorization to charge your credit card account for your advance orders, and any additional amounts incurred as a result of show site orders placed by your representative. These charges may include labor & material handling.

Visa MasterCard Amex
 Purchase Order # (if applicable) _____
(P.O. is for vendor's reference only. Payment must accompany order.)
 Card # _____
 Expiry Date _____
 CVV _____
 Cardholder Name _____
 Cardholder Signature _____
 Cardholder Telephone _____

CALCULATION OF ORDER

Material Handling	\$	_____
Total of Items	\$	_____
15% HST	\$	_____
TOTAL ORDER	\$	_____

Canadian Funds
 HST # 12259 9822 RT0001

METHOD OF PAYMENT