



Toronto Fall RV Show and Sale

October 12-14, 2018
Toronto Congress Centre

Show Location:

The Toronto Congress Centre
650 Dixon Rd.
Toronto, ON M9W 1J1

October 12, 10am-8pm
\$7.50 – Half Price

October 13, 10am-7pm
\$15.00 Single (Box Office & Online)

October 14, 11am-5pm
\$15.00 Single (Box Office & Online)

Show Management:

Natalie Conway, Show Manager

Tel: 905-220-7885

Barry Wenckstern, Floor Manager

Tel: 289-439-4440

Office:

Tel: 905-659-8800 or 1-888-331-8885

Fax: 905-659-9900

Show Website:

www.rvshowsontario.ca



Toronto Fall RV Show & Sale Exhibitor Kit

MOVE-IN SCHEDULE

Bulk Exhibitors – MOVE-IN DAY IS Thursday, October 11, 2018:

A complete schedule of wash and move in times will be sent to all exhibitors 1 week prior to the show.

Booth Exhibitors – MOVE-IN DAY IS Thursday, October 11, 2018

- Move-In info will be forwarded 1 week prior to the show.

ORVDA staff will be monitoring the move-in process to ensure all booth exhibitors are guided to their designated booth.

******Booths will be supplied with 3' sidewalls, and 8' back panels.******

All exhibitors must be in place by 8:00pm, Thursday, October 11, 2018, for the aisle carpet to be laid and preparations to be made for the Show Opening at 10:00am, Friday, October 12, 2018.

MOVE-OUT SCHEDULE

Move-out will commence at the closing of the Show (no earlier) at 5:00pm, Sunday, October 14, 2018.

No exhibitor shall dismantle/move-out prior to the closing of the show.

ALL MERCHANDISE MUST BE CLEARED FROM THE BUILDING BY MIDNIGHT, OCTOBER 14, 2018. Extra charges may be billed to exhibitor for non-compliance.

IMPORTANT NOTE: ALL EXHIBITORS

Exhibitors are prohibited from applying tape to the posts or painted surfaces in the Toronto Congress Centre. During Move-out, Exhibitors must also ensure all tape and secured objects are removed from the area they occupied.

*******If a post-show inspection reveals tape or other secured matter has not been removed, the exhibitor will be charged for the cost of removal.*******

SECURITY

Security guards and electronic surveillance will be on a 24-hour basis from the commencement of move-in to the end of move-out.



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INSURANCE



Exhibitors will be liable for, and will indemnify and hold harmless Management from any loss or damage whatsoever occurring to or suffered by any person or company. Including without limiting the generality of the foregoing, Exhibitor, other exhibitors, Show Management, the owner of the building and their respective agents, servants and employees and members of the public attending the Show, either on the said space or elsewhere if said loss or damages arose from or were in any way connected with the Exhibitor's occupancy of said space.

The Exhibitor is responsible for the placement and cost of insurance related to his participation in the Show. Exhibitors must furnish a certificate of insurance in the amount of \$2,000,000 to ORVDA, confirming that the Exhibitor has inclusive coverage on his policy for public liability and property damage.

BOOTH KIOSK INSURANCE

Liability insurance is required to exhibit at all ORVDA RV Shows. If you do not already have liability insurance, booth kiosk insurance can be purchased for the show. Order form included in package.

ELECTRICAL

Exhibitors must order electricity, if needed, from the Show Electrical Contractor, Show Tech Electric. An order form is provided on the show website www.rvshowsontario.ca.

Online orders: <https://e.showtechordering.com/ST-00053531>

****Please note; electrical drops should be ordered in advance. September 25, 2018 is the deadline for advanced reduced price.**

Electrical Safety Code, regulation rule 2-2022 require that all electrical equipment must be approved before it may lawfully be advertised, displayed, offered for sale, sold, or otherwise disposed of or used in the Province of Ontario. It is therefore the responsibility of each exhibitor to ensure that all electrical equipment in, on, or about their display complies with the above regulation. This includes electrical merchandise as well as lighting and display equipment.

IMPORTANT – ALL EXHIBITORS – If you require a banner or sign to be hung above your display it must be done by Show Tech Electric. An order form is provided in this kit.

Toronto Fall RV Show & Sale Exhibitor Kit

SHOW CONTRACTOR

Display material (other than what ORVDA provides) can be ordered from the exclusive show contractor, Stronco – **800-665-2621**. Information and order forms are included in this kit with special pre-show rates.

Advanced reduced price order deadline is September 19, 2018.

Online orders – www.stroncoonline.com – showcode: **479873008**.

TELEPHONE

Exhibitors may have telephone lines installed in their booths by ordering directly with Freeman Audio Visual located at the Toronto Congress Centre. Phone 416-240-7838

HOTEL INFORMATION

The Crowne Plaza

33 Carlson Court, Toronto

Group Name: ORVDA Fall RV Show Group Code: ORV

Room Rate: Modern Room Type – Single-\$117.00, Double-\$117.00, Triple-\$137.00 (number of people per room)

Parking Rate: \$10.00 per vehicle per day

Cut-Off Date: Monday, September 24, 2018

Reservation #: 877-859-5899 or Email: reservations@cptayyz.com

Reservation link:

<https://book.passkey.com/gt/216731644?gtid=57712944f3d308be101d106e57f95592>

Radisson Suite Hotel Toronto Airport

640 Dixon Road, Toronto

Group Name: ORVDA Toronto Fall RV

Room Rate: \$152.00 Superior King Suite

Parking Rate: \$8.00 per vehicle per night

Cut-Off Date: September 10, 2018

Reservation #: 416-242-7400 or 1-800-333-3333

Online Booking: www.radisson.com/torontoca_airport

INTERNET

Internet available – internet sticks do not work in the building. Wi-Fi must be ordered.

\$125.00 per code (1 code per device). Order form included in package. Hard line internet can be ordered through Freeman Audio Visual at 416-240-7838. Order form included.



Toronto Fall RV Show & Sale Exhibitor Kit

AUDIO/VISUAL

Computer audio/visual equipment can be ordered through Freeman. An order form is included.

ENTRY BADGES

All exhibitors must wear an ORVDA provided exhibitor badge. Order form included in package.

Please only order amount required. Entry badges can be picked up at the show office during move-in.

ADMISSION TICKETS

Exhibitors can purchase admission tickets to give to their consumers at a reduced rate. Order form included in package.

CUSTOMS BROKER

Stronco Logistics Services

C/o ABF Freight

15 Strathearn Avenue, Brampton, ON L6T 4P1

P – 800-665-2621 ext: 2248

F – 905-270-6771

logistics@stronco.com (back page of Stronco kit)

PARKING/ENTRANCES

Exhibitors can park at entrance Hall D & G. Doors will be open 1 hour prior to show opening.

Questions, please contact the ORVDA office at 888-331-8885, 905-659-8800 or info@ontariorvda.ca

Toronto Fall RV Show

ORVDA

110 Freelton Road, Freelton, ON L8B 0Z3



EVENT LIABILITY INSURANCE APPLICATION – For Booth / Kiosks

APPLICANT DETAILS:

REQUEST TO BIND

Name of Applicant(s): _____

Postal Address: _____ City: _____ Province: _____ Postal Code: _____

Has insurance ever been cancelled or refused? Yes No

If yes, please provide details: _____

Any liability losses, insured or otherwise in the past 5 years? Yes No

If yes, please provide details: _____

EVENT DETAILS:

Name of Event: _____

Category of Event: Booth / Kiosk Private Function, Attendance by Invitation (max 1,000 guests) Public Event

Location of Event (PO Box not acceptable):

Address: _____ City: _____ Province: _____ Postal Code: _____

Are you conducting any demonstrations that could cause injury to attendees? Yes No

If yes, please provide details: _____

Are any products being sold from this booth? *Please note that this policy will not provide any coverage for products liability.* Yes No

Will your booth serve any food or non-alcoholic beverages? Yes No

Will your booth serve any liquor? Yes No

Duration of Event: Up to 7 days 8-14 days 15-30 days 31-90 days Other – please describe: _____

Limit of Liability: \$1 Million \$2 Million Other – please describe: _____

Effective Date: ____/____/____ (MM/DD/YYYY) Effective Time: ____:____ AM PM

Expiry Date: ____/____/____ (MM/DD/YYYY) Expiry Time: ____:____ AM PM

Additional Insured #1 (if applicable) Name & Address: _____

Additional Insured #2 (if applicable) Name & Address: _____

***** INSURANCE IS NOT IN EFFECT UNTIL PREMIER HAS ISSUED A BINDER NUMBER OR POLICY DOCUMENTS. *****

Limit of Liability: \$1,000,000		Limit of Liability: \$2,000,000	
Up to 7 days:	\$ 95 Premium + \$35 Policy Fee <input type="checkbox"/>	Up to 7 days:	\$105 Premium + \$35 Policy Fee <input type="checkbox"/>
8-14 days:	\$119 Premium + \$35 Policy Fee <input type="checkbox"/>	8-14 days:	\$132 Premium + \$35 Policy Fee <input type="checkbox"/>
15-30 days:	\$142 Premium + \$35 Policy Fee <input type="checkbox"/>	15-30 days:	\$158 Premium + \$35 Policy Fee <input type="checkbox"/>
31-90 days:	\$203 Premium + \$35 Policy Fee <input type="checkbox"/>	31-90 days:	\$225 Premium + \$35 Policy Fee <input type="checkbox"/>

Premium: \$_____ + policy fee \$35

NOTE: Premiums are fully earned and retained once binder number issued by Premier Marine.

15% Broker Commission on Premium

Minimum Premium for booths/kiosks that serve food and/or beverages is \$200

For limits greater than \$2 million or longer booth durations, please submit to Premier Marine

The policy will be subject to a minimum \$1,000 deductible

PLEASE READ BEFORE SIGNING APPLICATION: This application will be incorporated in its entirety into any relevant policy of insurance where insurers have relied upon the information contained herein. Any misrepresentations or concealment in this application for insurance will render insurance coverage null and void at inception. Please therefore check to make sure all questions have been fully answered and that all facts material to your insurance have been disclosed, if necessary by a supplement to the application. The Applicants have reviewed all parts and attachments of this application and acknowledge that all information is true and correct and understand that this application for insurance is based on the truth and completeness of this information. I have provided personal information in this document and otherwise and I may in the future provide further personal information. Some of this personal information may include, but is not limited to, my credit information and claims history. I authorize my broker or insurance company to collect, use and disclose any of this personal information, subject to the law of and to my broker's or insurance company's policy regarding personal information, for the purposes of communicating with me, assessing my application for insurance and underwriting my policies, evaluating claims, detecting and preventing fraud, and analyzing business results. I can confirm that all individuals whose personal information is contained in this document have authorized that I agree to the above on their behalf. Signing of this form does not bind the Applicant to purchase the insurance or the insurer to accept the risk, but is agreed that this form shall be the basis of the contract should a policy be issued. For purposes of the Insurance Companies Act (Canada), any document would be issued in the course of Lloyd's Underwriters' insurance business in Canada.

Applicant's Signature: _____ Date: _____

AGT #: _____ Email: _____

_____ Date: _____



edwards
INSURANCE

Paula Blundell, RIBO
Account Manager

- ☎ 705.432.2314
- ☎ 1.877.682.0022
- ☎ 1.888-333-4507
- ✉ paula@edwardsins.ca

WWW.EDWARDSINS.CA

11 CAMERON ST. WEST, PO BOX 520, CANNINGTON ON, L0E 1E0

Largest Managing Underwriting Agents. The underwriting insurance carrier varies by the underwriting insurance company(s).

2018 TORONTO **Fall** RV SHOW
INTERNET
USERS

Wireless Internet
\$125.00 + HST = \$141.25 each

Access code will be provided to you at the show.
(1 code per devise)

Internet Service Available October 12-14, 2018 only!

Company Name: _____

Contact Name: _____

Phone: _____ E-Mail: _____

_____ X \$125.00 + HST = \$ _____

Visa/MC # _____

Expiry Date: _____ CVV #: _____

Name on Card: _____

Signature: _____

Code # _____

Assigned by ORVDA

Please fax back to ORVDA Office 905-659-9900 or email
kim@ontariorvda.ca or michelle@ontariorvda.ca

BUSINESS: _____	EVENT NAME: _____
ORDERED BY: _____	BOOTH NO.: _____
ADDRESS: _____	INSTALL DATE: _____ TIME: HH:MM _____
ADDRESS: _____	START DATE: _____ TIME: HH:MM _____
CITY: _____ POST/ZIP: _____	END DATE: _____ TIME: HH:MM _____
PROV./STATE: _____	ON-SITE CONTACT: _____
TEL: _____ ALT TEL: _____	ON-SITE TEL: _____
EMAIL: _____	

QTY		DAYS	RATE	TOTAL
WIRELESS DAILY INTERNET				
	Wireless Daily Standard - First IP Address/Device		\$ 175.00	
	Wireless Daily Premium - First IP Address/Device		\$ 325.00	
	Wireless Daily Ultra - First IP Address/Device		\$ 625.00	
	Additional for any option above - per Additional IP Address or Device		\$ 125.00	
WIRELESS EVENT INTERNET - UP TO 3 DAYS				
	Wireless Event Standard - First IP Address/Device		\$ 400.00	
	Wireless Event Premium - First IP Address/Device		\$ 925.00	
	Wireless Event Ultra - First IP Address/Device		\$ 1,700.00	
	Additional for any option above - per Additional IP Address or Device		\$ 150.00	
WIRED INTERNET - UP TO 3 DAYS				
	Wired Event Standard - First IP Address/Device		\$ 550.00	
	Wired Event Premium - First IP Address/Device		\$ 1,075.00	
	Wired Event Ultra - First IP Address/Device		\$ 1,850.00	
	Additional for any option above - per Additional IP Address or Device		\$ 200.00	
	Router Registration - Additionally select a Wired Internet Package from above		\$ 150.00	
Freeman AV Canada does not allow the use of any Wi-Fi broadcasting device such as: Wireless Routers, Wireless Access Points or DHCP Servers. These devices require our exclusive permission to broadcast. Please contact us.				
OTHER EQUIPMENT SERVICES				
	Laptop w/Wireless Event Standard - Daily Rate		\$ 225.00	
	Network Printer (Black & White) - Daily Rate		\$ 275.00	
	Network Switch 10/100 (please specify if you require 1 Gbps, additional fees apply)		\$ 150.00	
	Smart Device w/Wired Event Standard Service - First IP Address/Device		\$ 470.00	
	Additional Smart Device w/Wired Event Standard Service - per Additional ID Address or Device		\$ 220.00	
	VoIP - Voice over Internet Protocol (excl. handset)		\$ 325.00	
	POS Terminal Activation - per IP Address/Device		\$ 275.00	
	Static Public IP Request - per IP Address		\$ 150.00	
	VLAN Programming - per Port (min. 2)		\$ 150.00	
	Under-carpet installation - Please call for further information		\$ 100.00	

CREDIT CARD INFORMATION

BUSINESS NAME ON CARD: _____

NAME ON CARD: _____

CREDIT CARD #: _____

EXPIRY: _____ (MM/YY)

BILLING EMAIL: _____

SIGNATURE: _____

EQUIPMENT TOTAL:

LABOUR:

SUBTOTAL:

SERVICE CHARGE (10%):

HST:

TOTAL:

STANDARD
RECOMMENDED FOR:
Webcasting is NOT recommended
Standard Definition Video Streaming
Greater social media application support
Small file sharing

PREMIUM
RECOMMENDED FOR:
Standard Definition Webcasting
High Definition Video Streaming
Greater social media application speed
Large file sharing

ULTRA
RECOMMENDED FOR:
High Definition Webcasting
Ultra High Definition Video Streaming
Ultra-large file sharing

COMPANY:	SHOW NAME:	
STREET:	LOCATION:	
CITY:	BOOTH #:	
PROV / STATE:	INSTALLATION DATE(MM/DD/YYYY):	TIME(HH:MM):
E-MAIL:	EXHIBIT START DATE(MM/DD/YYYY):	TIME(HH:MM):
PHONE:	EXHIBIT END DATE(MM/DD/YYYY):	TIME(HH:MM):
ORDERED BY:	CONTACT ON-SITE:	
PO #:	STAYING AT:	PHONE:

No. of Days: **1**

QUANTITY	EQUIPMENT AVAILABLE	SHOW RATE	TOTAL
FLAT SCREEN MONITORS			
	24" LCD FLAT SCREEN MONITOR	\$ 90.00	
	32" LCD FLAT SCREEN MONITOR	\$ 200.00	
	40" LCD FLAT SCREEN MONITOR	\$ 300.00	
	42" LCD/LED FLAT SCREEN MONITOR	\$ 300.00	
	52" LCD FLAT SCREEN MONITOR	\$ 500.00	
	55" LCD FLAT SCREEN MONITOR	\$ 500.00	
	60" LCD FLAT SCREEN MONITOR	\$ 600.00	
	70" LCD FLAT SCREEN MONITOR	\$ 700.00	
	80" LCD FLAT SCREEN MONITOR	\$ 800.00	
	FLAT SCREEN MONITOR FLOOR STAND (RENTED WITH MONITOR ONLY)	\$ 75.00	
	SHELF FOR MONITOR FLOOR STAND (RENTED WITH STAND ONLY)	\$ 15.00	
COMPUTERS (All computers come with 10/100 Ethernet, Windows and Office software)			
	STANDARD DESKTOP COMPUTER	\$ 300.00	
	LAPTOP COMPUTER	\$ 250.00	
COMPUTER ACCESSORIES			
	I-PAD WIRELESS PRESENTER KIT	\$ 90.00	
	LASER PRINTER - B & W, 15 PPM	\$ 165.00	
	DESKTOP SPEAKERS - PAIR	\$ 60.00	
	ETHERNET 10/100 8 PORT SWITCH	\$ 60.00	
VIDEO PLAYERS (see Monitors above)			
	DVD PLAYER - MULTIZONE	\$ 60.00	
	BLU-RAY PLAYER	\$ 125.00	
VIDEO ACCESSORIES			
	VIDEO CART WITH SKIRT	\$ 30.00	
	7 FT TRIPOD SCREEN	\$ 60.00	
AUDIO EQUIPMENT			
	CD PLAYER (REQUIRES SOUND SYSTEM)	\$ 55.00	
	BOOTH AUDIO SYSTEM 1 (2 SPEAKERS, MIXER/AMPLIFIER)	\$ 200.00	
	BOOTH AUDIO SYSTEM 2 (2 SPEAKERS, MIXER/AMPLIFIER, CD PLAYER, WIRELESS MIC)	\$ 350.00	
	WIRELESS MICROPHONE (HANDHELD, LAVALIER, OR HEADSET)	\$ 160.00	
OTHER			
PLEASE ENQUIRE IF YOU DO NOT SEE WHAT YOU NEED!			

PAYMENT MUST ACCOMPANY YOUR ORDER (CLICK 'PAYMENT' BOX ; USE ARROW TO SELECT METHOD) CREDIT CARD #: _____ EXPIRY: _____ (MM/YYYY) AUTHORIZED SIGNATURE: _____ NAME ON CREDIT CARD: _____ DATE: (MM/DD/YYYY) _____	EQUIPMENT TOTAL:	
	LABOUR:	
	SUB-TOTAL:	
	SERVICE CHARGE: 10.00%	
	HST: 13.00%	
	TOTAL:	
	Administration Fees will apply on all credit card transactions over \$5,000	

For further information, please contact: **Freeman AV Canada** PH: **416-240-7838**
 e-mail address: **tcc@freemanco.com** FAX: **416-240-1750**

INSTRUCTIONS FOR USE

It couldn't be simpler! Just complete the form & hit the e-mail button to send the document to us!

TERMS & CONDITIONS

- 1 Please forward payment in full with your order.
INSTRUCTIONS FOR SUBMITTING YOUR CREDIT CARD NUMBER
 - * For your security, please complete all information relating to your credit card except for the Credit Card Number.
 - * Email the completed form and provide the Credit Card Number in two separate transmissions so that one Email does not contain the full Credit Card Number.
 - * Another option is to contact us to give the Credit Card Number by phone, or use facsimile transmission if such medium is available to you.
- 2 Orders received less than 7 business days prior to setup date may be subject to additional charges.
- 3 Written order cancellation must be received at least 5 business days prior to setup date to avoid a 1 day charge.
- 4 Your authorized representative must be at your booth at specified date & time to accept delivery of equipment.
Please note: we cannot leave equipment in your booth without your representative there to receive it.
- 5 The equipment is your responsibility until picked up by a Freeman Audio Visual representative.
Please do not leave equipment unattended in your booth when the show finishes.
- 6 Any extension of the rental period must be arranged prior to termination of the original rental period.
- 7 Customer is liable for full replacement value of rented equipment & is responsible for insuring said equipment.
- 8 Customer agrees to be bound by all applicable license & copyright laws for software on rented equipment.
- 9 Freeman Audio Visual is not responsible for any equipment performance problems caused by customer's software.



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EXHIBITOR ADMISSION BADGES ORDER FORM

October 12-14, 2018

Company Information:

Company Name: _____

Contact: _____ Phone: _____

On-Site Contact Person _____ Cell Phone # _____

of Admittance Badges Requested

Badges will be available at the show office during move-in.

Badges are to be worn during the entire show and shown to security when entering the facility.

*****BADGES CAN NOT BE GIVEN TO CONSUMERS!*****

Please fax back to the ORVDA office – 905-659-9900 or email Michelle@ontariorvda.ca

Thank you and have a great show.



TORONTO FALL RV SHOW

ADMISSION TICKETS ORDER FORM October 12 – 14, 2018

Available to EXHIBITORS ONLY

<u>TICKETS</u>	<u>QUANTITY</u>	<u>COST</u>
Single - \$7 (1 Person) (Kids 16 & under are free)	_____	_____
	Total =	_____

Company Information:

Company Name: _____

Contact Name: _____

Address: _____

Phone: _____ Email: _____

Total: = \$ _____

VISA/MC #: _____ Expiry Date: _____ CVV #: _____

Name on Card: _____ Signature: _____

Invoice: (Members Only)

Cheque: (Please make payable to ORVDA)

Mail to Dealership:

Pick-up at Show Office:

Tickets ordered after September 28, 2018 will only be available for pick-up at the show office on move-in day (not mailed).

Please return to the ORVDA office via fax at 905-659-9900 or e-mail to michelle@ontariorvda.ca