



Main Office: 8599 - 111 Street, Fort Saskatchewan, AB. T8L 4S1
Airdrie Branch: #109, 18 Highland Park Way NE, Airdrie, AB.T4A 2L5
info@superiorshow.com

Palliser District Teachers Convention 2020

February 20-21, 2020

Calgary TELUS Convention Centre
Calgary, Alberta

Welcome to the **Palliser District Teachers Convention 2020**. As the official show contractor, we look forward to working with you at this event and want your experience to be as positive as possible. To assist in planning your space, we have created this exhibitor package with order forms showing available rental equipment and services.

A standard 10'x10' Exhibit Booth will include the following;

- 8' High backwall drape
- 3' High sidewall drape
- Onsite Materials Handling up to 4000 lbs.

All shipments arriving at the Calgary TELUS Convention Centre must arrive and depart through the loading dock. Superior Show Service is the exclusive provider of Materials Handling services at this facility.

Advanced Pricing Deadline

In order to receive advanced pricing, your order must be received with payment before **February 6, 2019**. All orders received after this date will be processed at regular rates. Don't miss out on the chance to order our rental equipment and services at a discounted rate. We also have show specials offering further discounts which are only available until the advanced pricing deadline.

Benefits of Pre-Ordering

- ✓ Save up to 30% off regular rates
- ✓ No need to wait in line onsite to order equipment
- ✓ Your rental equipment is in your booth when you arrive
- ✓ Ensure the equipment you want isn't sold out

Payment

All orders must be paid in full before delivery of equipment or services. Payment can be made by Visa or Mastercard.

Online Ordering

Please take a moment to create an account on our website at www.superiorshow.com. By setting up an account, you will be able to review order history, save favorite items, and autofill the billing information when placing orders.

To place your order using our online ordering system, please visit **www.superiorshow.com**

Event ID: **palliser**

Password: **22021**

After placing your order, you will be sent an email confirmation stating that your order was received.

If you have any questions or require personal assistance, please contact our office at your convenience and we will be pleased to help you.
Thank you,

Serving communities through Superior events

Tel: 780.992.0404 | Toll Free: 1.888.417.4449 | Fax: 780.992.0406 | www.superiorshow.com



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PAYMENT AND CREDIT CARD AUTHORIZATION FORM

SHOW	Palliser District Teachers Convention 2020		DEADLINE	February 6, 2020
LOCATION	Calgary TELUS Convention Centre, Calgary, Alberta		DATES	February 20-21, 2020
COMPANY			BOOTH #	
ADDRESS			CONTACT	
CITY			PHONE	
PROV/ST	PC/ZIP		EMAIL	

PAYMENT INFORMATION

_____ VISA _____ MASTERCARD _____ CHEQUE (CC# BACKUP REQD)

ACCOUNT NUMBER _____ EXPIRY DATE _____ / _____

CARDHOLDER _____ SECURITY CODE _____

SIGNATURE _____ DATE _____

AS PART OF OUR POLICY, AND TO PROTECT YOU, OUR VALUED CUSTOMER'S PERSONAL IDENTITY, SUPERIOR SHOW SERVICE WILL NOT PROCESS ANY CHARGES FOR RENTALS OR SERVICES WITHOUT A SIGNATURE FROM THE CARD HOLDER AUTHORIZING US TO CHARGE YOUR CREDIT CARD AND PROCESS THE ORDER.

BILLING ADDRESS (IF DIFFERENT THAN ABOVE)

EMAIL _____

PHONE _____

PLEASE COMPLETE ALL INFORMATION REQUESTED AND RETURN PAYMENT IN FULL WITH YOUR ORDER. YOU MAY CHOOSE TO PAY BY CREDIT CARD OR CHEQUE. A CREDIT CARD AUTHORIZATION MUST BE ON FILE FOR ANY ORDERS PAID BY CHEQUE. **THIS FORM WILL BE USED AS YOUR AUTHORIZATION TO CHARGE ANY ADDITIONAL AMOUNTS INCURRED BY YOU OR YOUR SHOW REPRESENTATIVE INCLUDING CHARGES MADE BY EXHIBITOR APPOINTED CONTRACTORS.**

PAYMENT METHODS
 SUPERIOR SHOW SERVICE ACCEPTS VISA, MASTERCARD, CHEQUE AND BANK TRANSFERS.
 PURCHASE ORDERS ARE NOT CONSIDERED PAYMENT.
 \$45 FEE WILL APPLY FOR ALL RETURNED NSF CHEQUES.

ADVANCED PRICING
 IN ORDER TO QUALIFY FOR ADVANCED PRICING, ORDER MUST BE RECEIVED WITH PAYMENT BEFORE DEADLINE LISTED ABOVE. ORDERS RECEIVED AFTER DEADLINE DATE WILL BE PROCESSED AT REGULAR RATES. ORDERS RECEIVED WITHOUT PAYMENT CANNOT BE PROCESSED UNTIL PAYMENT IS RECEIVED AND MAY BE CHARGED REGULAR RATES.

WIRE TRANSFER
 TO PAY BY WIRE TRANSFER, PLEASE REQUEST WIRE TRANSFER FORM FROM ACCOUNTING@SUPERIORSHOW.COM. THERE IS A \$25 SERVICE CHARGE APPLICABLE ON ALL TRANSFERS. PLEASE ALLOW SUFFICIENT TIME FOR PAYMENT PROCESSING. ORDERS ARE NOT CONFIRMED UNTIL PAYMENT IS RECEIVED. THIS INCLUDES WIRE TRANSFERS.

IMPORTANT INFORMATION
 ORDER WILL NOT BE CONFIRMED UNTIL PAYMENT IS RECEIVED.
 GRAPHICS WILL NOT BE SENT TO PRINT UNTIL PAYMENT IS RECEIVED.
 NO REFUNDS ON SPECIAL ORDER ITEMS OR GRAPHICS SENT TO PRINT.

CANCELLATION POLICY
 A 25% ADMINISTRATION FEE WILL BE APPLIED TO ALL ORDERS RECEIVED AND THEN CANCELLED. NO REFUNDS OR EXCHANGES ONCE EQUIPMENT HAS BEEN DELIVERED TO THE BOOTH OR SERVICE HAS BEEN COMPLETED. PRICING WILL BE ADJUSTED ON ALL ORDERS RECEIVED WITH INACCURATE PRICING OR RECEIVED AFTER ADVANCED DEADLINE. REFUND REQUESTS MUST BE PLACED ONSITE.



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ORDER FORM SUMMARY

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PLEASE SEND YOUR COMPLETED ORDER FORMS TO INFO@SUPERIORSHOW.COM OR FAX TO 780-992-0406 ATTN: ACCOUNTING

TO VERIFY THAT WE HAVE RECEIVED YOUR ENTIRE ORDER, PLEASE CHECK OFF THE FORMS YOU ARE SENDING AND ENTER THE TOTAL AMOUNT FOR EACH FORM.

ORDER FORMS	FORM TOTAL
SHOW SPECIAL	\$
TABLES AND CHAIRS	\$
BOOTH ACCESSORIES	\$
CARPET AND DRAPE	\$
ACCESSORY	\$
EXHIBIT INSTALLATION	\$
SIGNAGE	\$
EXHIBIT BOOTH	\$
ADVANCED MATERIALS HANDLING	\$
ONSITE MATERIALS HANDLING	\$
SERVICE CHARGES	\$
TOTAL ORDER	\$

IMPORTANT INFORMATION

PRICING WILL BE ADJUSTED ON ALL ORDERS RECEIVED WITH INACCURATE PRICING OR RECEIVED AFTER ADVANCED DEADLINE. REFUND REQUESTS MUST BE PLACED ONSITE.

IN ORDER TO RECEIVE ADVANCED PRICING, ORDER MUST BE RECEIVED WITH PAYMENT BEFORE DEADLINE LISTED ABOVE.

ORDERS RECEIVED AFTER THE DEADLINE WILL BE CHARGED REGULAR PRICE.

ORDERS RECEIVED WITHOUT PAYMENT CANNOT BE CONFIRMED UNTIL PAYMENT IS RECEIVED.

CANCELLATION POLICY

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STANDARD BOOTH PACKAGE



DECORATED COUNTER SPECIAL



CRUISER TABLE SPECIAL



BRANDED COUNTER SPECIAL



TECH SPECIAL



LOUNGE SEATING SPECIAL



PARK AVENUE LOUNGE FURNITURE

MANHATTAN LOUNGE FURNITURE





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Show Special Order Form

SHOW	Palliser District Teachers Convention 2020	DEADLINE	February 6, 2020
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SHOW SPECIALS **ADVANCED PRICING IS AVAILABLE ON ORDERS RECEIVED WITH PAYMENT 14 DAYS BEFORE SHOW START DATE. ALL ORDERS ARE TO BE PREPAID IN ADVANCE OF SERVICE.**

SHOW SPECIALS	ADV	REG	TOTAL
DECORATED COUNTER SPECIAL (\$290 ADVANCED PRICING) INCLUDES; 1- 4', 6' OR 8' DECORATED COUNTER AND 2 GREY FABRIC STOOLS COUNTER LENGTH (CIRCLE CHOICE) 4' 6' 8' COUNTER SKIRT COLOUR (CIRCLE CHOICE) BLACK BLUE SILVER	\$215	\$360	
CRUISER TABLE SPECIAL (\$330 ADVANCED PRICING) INCLUDES; 1- 30" DIAMETER CRUISER TABLE WITH SPANDEX COVER AND 2- STOOLS SPANDEX COVER COLOUR(CIRCLE CHOICE) RED SILVER BLACK STOOL(CIRCLE CHOICE) GREY FABRIC WIRE BACK CHROME BLACK LEATHER	\$245	\$420	
BRANDED COUNTER SPECIAL (\$450 ADVANCED PRICING) INCLUDES; 1- ACCESS #5 COUNTER WITH SLIDING DOORS AND YOUR LOGO AND 2- STOOLS STOOL (CIRCLE CHOICE) GREY FABRIC WIRE BACK CHROME BLACK LEATHER	\$335	\$565	
UPGRADE BRANDED COUNTER SPECIAL WITH REAR-LIT CHARGING STATION	\$175	\$235	
10' X 10' TECH SPECIAL (\$3005 ADVANCED PRICING) INCLUDES;10' WIDE FULL GRAPHIC SEAMLESS BACKWALL WITH TV, 1- BRANDED REAR-LIT CHARGING STATION, 10' X 10' CARPET, 100 SQ.FT. OF UNDERLAY, DAILY JANITORIAL SERVICES, AND 2- STOOLS STOOL(CIRCLE CHOICE) GREY FABRIC WIRE BACK CHROME BLACK LEATHER	\$2,250	\$3,910	
10' X 10' COMFORT SPECIAL (\$710 ADVANCED PRICING) INCLUDES: 10' X 10' CARPET, 100 SQ.FT. OF UNDERLAY, DAILY JANITORIAL SERVICE, 1- 30" DIAMETER CRUISER TABLE WITH SPANDEX COVER AND 2- STOOLS SPANDEX COVER COLOUR(CIRCLE CHOICE) RED SILVER BLACK STOOL(CIRCLE CHOICE) GREY FABRIC WIRE BACK CHROME BLACK LEATHER	\$530	\$930	
10' X 20' COMFORT SPECIAL (\$1090 ADVANCED PRICING) INCLUDES: 10' X 20' CARPET, 200 SQ.FT. OF UNDERLAY, DAILY JANITORIAL SERVICE, 1- 30" DIAMETER CRUISER TABLE WITH SPANDEX COVER AND 2- STOOLS SPANDEX COVER COLOUR(CIRCLE CHOICE) RED SILVER BLACK STOOL(CIRCLE CHOICE) GREY FABRIC WIRE BACK CHROME BLACK LEATHER	\$815	\$1,440	
10' X 20' LOUNGE SEATING SPECIAL (\$2427 ADVANCED PRICING) INCLUDES: 1- 10'X20' CARPET, 200 SQ.FT. OF UNDERLAY, DAILY JANITORIAL SERVICE, 1- SOFT SEATING PACKAGE FOR 6, 1- RECTANGULAR COFFEE TABLE WITH LOGO, 1- ACCESSORY #5 COUNTER WITH SLIDING DOORS AND YOUR LOGO, 2- STOOLS, AND 1- WASTEBASKET STOOL (CIRCLE CHOICE) GREY FABRIC WIRE BACK CHROME BLACK LEATHER CARPET COLOUR (CIRCLE CHOICE) GREY BLACK RED GREEN BLUE FURNITURE STYLE (CIRCLE CHOICE) MANHATTAN PARK AVENUE FURNITURE COLOUR (CIRCLE CHOICE) WHITE BLACK	\$1,820	\$3,050	

*** SHOW SPECIALS ARE ONLY AVAILABLE UNTIL ADVANCED ORDERING DEADLINE* CONTACT US FOR PRICING ON LARGER BOOTHS***

WE ACCEPT VISA/MASTERCARD	SUBTOTAL BEFORE GST	
	GST (R 105 085 260)	
	TOTAL	

CANCELLATION POLICY
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18" HIGH TABLES AND SOFT SEATING



SQUARE END TABLE



RECTANGULAR COFFEE TABLE



ROUND COFFEE TABLE



MANHATTAN CHAIR



MANHATTAN LOVESEAT



MANHATTAN SOFA



PARK AVENUE CHAIR



PARK AVENUE LOVESEAT



PARK AVENUE SOFA

30" HIGH TABLES AND CHAIRS



PEDESTAL TABLE



DECORATED TABLE



TOPPED TABLE



ESPRESSO MEETING TABLE



GREY FABRIC SIDE CHAIR



GREY FABRIC ARM CHAIR



BLACK LEATHER CHAIR



BLACK LEATHER RIPPLE CHAIR

42" HIGH TABLES AND STOOLS



30" DIAMETER CRUISER TABLE



24" SQUARE CRUISER TABLE



40" DIAMETER CRUISER TABLE



SPANDEX COVER



STENO STOOL



GREY FABRIC STOOL



BLACK LEATHER STOOL



WIRE BACK CHROME STOOL





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Tables & Chairs Order Form

SHOW	Palliser District Teachers Convention 2020	DEADLINE	February 6, 2020
LOCATION	Calgary TELUS Convention Centre, Calgary, Alberta	DATES	February 20-21, 2020
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RENTAL PRICING

ADVANCED PRICING IS AVAILABLE ON ORDERS RECEIVED WITH PAYMENT 14 DAYS BEFORE SHOW START DATE. ALL ORDERS ARE TO BE PREPAID IN ADVANCE OF SERVICE.

18" HIGH TABLES AND SOFT SEATING		ADV	REG	TOTAL
	19" SQUARE END TABLE	\$100	\$125	
	19" SQUARE END TABLE WITH LOGO	\$180	\$205	
	RECTANGULAR COFFEE TABLE (23" X 62" X 18" H)	\$175	\$200	
	RECTANGULAR COFFEE TABLE WITH LOGO (23" X 62" X 18" H)	\$335	\$360	
	42 INCH DIAMETER ROUND COFFEE TABLE	\$195	\$220	
	42 INCH DIAMETER ROUND COFFEE TABLE WITH LOGO	\$355	\$380	
	MANHATTAN CHAIR COLOUR CHOICE: BLACK WHITE	\$245	\$305	
	MANHATTAN LOVESEAT COLOUR CHOICE: BLACK WHITE	\$380	\$475	
	MANHATTAN SOFA COLOUR CHOICE: BLACK WHITE	\$435	\$545	
	PARK AVENUE CHAIR COLOUR CHOICE: BLACK	\$245	\$305	
	PARK AVENUE LOVESEAT COLOUR CHOICE: BLACK WHITE	\$380	\$475	
	PARK AVENUE SOFA COLOUR CHOICE: BLACK WHITE	\$435	\$545	
30" HIGH TABLES AND CHAIRS		ADV	REG	TOTAL
	TABLE SIZE CHANGES *ONSITE CHARGE ONLY	N/C	\$45	
	30" DIAMETER PEDESTAL TABLE	\$50	\$70	
	DECORATED TABLE _____ 4' _____ 6' _____ 8' TABLE SKIRT COLOUR CHOICE: WHITE BLACK BLUE RED GREEN BURGUNDY SILVER GOLD	\$90	\$120	
	SKIRT FOURTH SIDE OF TABLE (6' & 8' ONLY. TABLE NOT INCLUDED)	\$34	\$45	
	VINYL TOPPED TABLE _____ 4' _____ 6' _____ 8'	\$50	\$70	
	42 INCH DIAMETER ESPRESSO MEETING TABLE	\$95	\$120	
	PADDED SIDE CHAIR	\$45	\$60	
	GREY FABRIC ARM CHAIR	\$55	\$70	
	BLACK LEATHER CHAIR	\$60	\$75	
	BLACK LEATHER RIPPLE SLED BASED MEETING CHAIR	\$90	\$100	
42" HIGH TABLES AND STOOLS		ADV	REG	TOTAL
	DECORATED COUNTER _____ 4' _____ 6' _____ 8' COUNTER SKIRT COLOUR CHOICES: BLACK BLUE SILVER	\$120	\$150	
	30" DIAMETER CRUISER TABLE	\$95	\$125	
	24" SQUARE STAINLESS STEEL/WHITE CRUISER TABLE	\$130	\$170	
	SPANDEX COVER FOR CRUISER TABLE COLOUR: ___ BLACK RED ___ SILVER	\$35	\$45	
	40" DIAMETER CRUISER TABLE	\$110	\$140	
	BLACK PADDED STENO STOOL	\$65	\$80	
	GREY FABRIC STOOL	\$85	\$105	
	BLACK LEATHER STOOL	\$95	\$120	
	WIRE BACK CHROME STOOL	\$100	\$125	

WE ACCEPT VISA/MASTERCARD

SUBTOTAL BEFORE GST

GST (R 105 085 260)

TOTAL

CANCELLATION POLICY

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Booth Accessories Order Form

SHOW	Palliser District Teachers Convention 2020		DEADLINE	February 6, 2020
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RENTAL PRICING **ADVANCED PRICING IS AVAILABLE ON ORDERS RECEIVED WITH PAYMENT 14 DAYS BEFORE SHOW START DATE. ALL ORDERS ARE TO BE PREPAID IN ADVANCE OF SERVICE.**

BOOTH ACCESSORIES		ADV	REG	TOTAL
	SIGN HOLDER (22" X 28")	\$30	\$40	
	EASEL	\$30	\$40	
	BAG HOLDER	\$35	\$45	
	BROCHURE RACK	\$60	\$75	
	WASTE BASKET	\$12	\$15	
	GREEN FLOOR PLANT (PLANT PROVIDED MAY VARY FROM IMAGE SHOWN)	\$60	\$80	
	DRAW DRUM (TABLE TOP STYLE)	\$55	\$70	
	GARMENT RACK	\$30	\$40	
	26" FLATSCREEN TV/DVD COMBO	\$300	\$400	
	42" FLATSCREEN TV	\$500	\$600	
	55" 4K SMART TV	\$700	\$900	
	FLOOR STAND FOR 42" FLATSCREEN TV	\$300	\$375	
	2' X 8' BLACK GRIDWALL (CUSTOMER TO SUPPLY ALL ACCESSORIES.)	\$20	\$30	

WE ACCEPT VISA/MASTERCARD	SUBTOTAL BEFORE GST	
	GST (R 105 085 260)	
	TOTAL	

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Carpet & Drape Order Form

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RENTAL PRICING **ADVANCED PRICING IS AVAILABLE ON ORDERS RECEIVED WITH PAYMENT 14 DAYS BEFORE SHOW START DATE. ALL ORDERS ARE TO BE PREPAID IN ADVANCE OF SERVICE.**

EXHIBIT BOOTH VACUUMING AND CLEANING


SERVICE INCLUDES:
EXHIBIT VACUUMING
EMPTYING OF WASTE BASKETS









PRE-ORDERS (MUST BE RECEIVED BY ADVANCED ORDERING DEADLINE)
 BOOTH WIDTH: _____ X BOOTH DEPTH: _____ X NUMBER OF DAYS _____ X \$0.45 = _____.

LATE ORDERS (RECEIVED AFTER ADVANCED ORDERING DEADLINE DATE)
 BOOTH WIDTH: _____ X BOOTH DEPTH: _____ X NUMBER OF DAYS _____ X \$0.60 = _____.

INDOOR BOOTH CARPET			ADV	REG	TOTAL	
						
	GREY	BLACK		BLUE	GREEN	RED
	10' X 10' INDOOR CARPET	COLOUR:	\$175	\$235		
	10' X 20' INDOOR CARPET	COLOUR:	\$350	\$470		
	1 SQ.FT. OF BULK INDOOR CARPET (CUT & LAID PER SQ.FT.)	COLOUR:	\$1.75	\$2.35		

CARPET WILL BE INSTALLED CLEAN. SHOULD EXHIBITOR REQUIRE ADDITIONAL CLEANING AFTER SETUP, ADDITIONAL CHARGES WILL APPLY.

CARPET ACCESSORIES			ADV	REG	TOTAL
	1 SQ.FT. OF UNDERLAY (CUT & LAID)		\$1.15	\$1.55	
	1 SQ.FT. OF PROTECTIVE PLASTIC COVERING (CUT & LAID PER SQ.FT.)		\$0.25	\$0.30	

DRAPERY			ADV	REG	TOTAL
					
	BLACK	BLUE		BURGUNDY	GOLD
					
	GREEN	WHITE		SILVER	RED
	1 LIN.FT. OF 4' HIGH DRAPE	COLOUR:	\$4	\$6	
	1 LIN.FT. OF 8' HIGH DRAPE	COLOUR:	\$6	\$8	
	DRAPERY STEEL BASEPLATE _____ UPRIGHT _____ SLIDER _____		\$12	\$17	

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Accessories Rental Order Form

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COUNTERS			DIMENSIONS (W x H x D)	ADV	REG	TOTAL
#1 - COUNTER		0.5m x 1m x 0.5m	\$80	\$105		
#2 - COUNTER - WIDE		1m x 1m x 0.5m	\$120	\$150		
#3 - COUNTER W/ SHELF		0.5m x 1m x 0.5m	\$100	\$120		
#4 - COUNTER W/ SLIDING DOORS		1m x 1m x 0.5m	Non-Locking	Non-Locking		
			\$160	\$200		
#5 - COUNTER W/ SLIDING DOORS AND LOGO* (SUPPLIED IN EPS VECTOR FORMAT. CHARGES WILL APPLY IF SUPPLIED IN WRONG FORMAT.)		1 m X 1 m X 0.5 m	Locking	Locking		
			\$260	\$300		
#6 - COUNTER - CURVED		1.5m x 1m x 0.5m	Non-Locking	Non-Locking		
			\$250	\$315		
#7 - COUNTER - CLUSTER		COUNTERTOP- 0.5mx0.5m COUNTER 1- 420mm HIGH COUNTER 2- 680mm HIGH COUNTER 3- 1m HIGH	Locking	Locking		
			\$350	\$415		

SHOWCASES			DIMENSIONS (W x H x D)	ADV	REG	TOTAL
#8 - 1/4 VISION GLASS CASE W/ CLOSED BOTTOM AND LOCKING DOORS		1m x 1m x 0.5m	\$245	\$275		
#9 - 3/4 VISION GLASS CASE W/ CLOSED BOTTOM AND LOCKING DOORS		1m x 1m x 0.5m	\$255	\$295		

CHARGING STATIONS			DIMENSIONS (W x H x D)	ADV	REG	TOTAL
#10 - ROUND REAR-LIT CHARGING STATION INCLUDES 4- USB PORTS AND 2 OUTLETS		790mm X 790mm X 1055mm	\$225	\$275		
#11 - RECTANGULAR REAR-LIT CHARGING STATION INCLUDES 2- USB PORTS AND 3 OUTLETS		0.5m x 1m x 0.5m	\$225	\$275		
#12 - RECTANGULAR BRANDED REAR-LIT CHARGING STATION INCLUDES 2- USB PORTS AND 3 OUTLETS		0.5m x 1m x 0.5m	\$425	\$550		

MISC			DIMENSIONS	ADV	REG	TOTAL
	ROLL OF VELCRO	25mm X 3m LONG	\$25	\$31		

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Exhibit Installation Order Form

SHOW	Palliser District Teachers Convention 2020	DEADLINE	February 6, 2020
LOCATION	Calgary TELUS Convention Centre, Calgary, Alberta	DATES	February 20-21, 2020
COMPANY		BOOTH #	
ADDRESS		CONTACT	
CITY		PHONE	
PROV/ST		EMAIL	
	PC/ZIP		

LABOUR PRICING SUPERIOR SHOW SERVICE **WILL NOT ACCEPT COLLECT DELIVERIES.**

REQUIRED SERVICES	ADV/HR	REG/HR	TOTAL
LABOURER ONLY			
A REPRESENTATIVE FROM YOUR COMPANY MUST BE PRESENT TO DIRECT THE INSTALL/DISMANTLE. IF NO REPRESENTATIVE WILL BE PRESENT, SKILLED INSTALLER MUST BE ORDERED.			

STRAIGHT TIME (MON-FRI 8AM-5PM) *MINIMUM 1 HOUR CHARGE PER CALL

INSTALLATION	\$80	\$110	
DISMANTLE	\$80	\$110	

OVERTIME (MON-FRI 5PM-12AM, SAT AND SUN 8AM-5PM) *MINIMUM 2 HOUR CHARGE PER CALL

INSTALLATION	\$120	\$150	
DISMANTLE	\$120	\$150	

DOUBLE TIME (MON-FRI 12AM-8AM, SAT AND SUN 5PM-12AM, AND HOLIDAYS) *MINIMUM 2 HOUR CHARGE PER CALL

INSTALLATION	\$150	\$180	
DISMANTLE	\$150	\$180	

PREFERRED SETUP DATE AND TIME:
PREFERRED TAKEDOWN DATE AND TIME:

TYPE OF SERVICE REQUIRED
 SUPERVISED
 A REPRESENTATIVE FROM YOUR COMPANY WILL BE PRESENT TO DIRECT THE INSTALL/DISMANTLE.
 UNSUPERVISED **(A 40% SURCHARGE WILL APPLY TO ALL UNSUPERVISED LABOUR FOR PROFESSIONAL SUPERVISION.)**
 NO REPRESENTATIVE WILL BE PRESENT. SPECIFIC PICTURES, INSTRUCTIONS, LAYOUT, DELIVERY AND SHIPPING INSTRUCTIONS ARE REQUIRED.
IF EXHIBITOR IS SUPERVISING LABOUR, THE EXHIBITOR MUST CHECK LABOUR IN AND OUT AT THE SUPERIOR SHOW SERVICE ORDER DESK.
ACTUAL TOTALS AND AMOUNTS WILL BE ADJUSTED ACCORDING TO FINAL HOURS.

IN BOOTH FORKLIFT SERVICE	ADV	REG	TOTAL
INCLUDES; 5,000 LB. FORKLIFT AND OPERATOR TO ASSIST WITH BOOTH INSTALLATION OR DISMANTLE			

STRAIGHT TIME (MON-FRI 8AM-4PM)			
INSTALL (MINIMUM OF 1 HOUR CHARGE PER CALL)	\$125	\$155	
DISMANTLE (MINIMUM OF 1 HOUR CHARGE PER CALL)	\$125	\$155	

OVERTIME (MON-FRI 4PM-12AM, SAT AND SUN 8AM-4PM)			
INSTALL (MINIMUM OF 1 HOUR CHARGE PER CALL)	\$155	\$185	
DISMANTLE (MINIMUM OF 1 HOUR CHARGE PER CALL)	\$155	\$185	

DOUBLE TIME (MON-SUN 12AM-8AM, SAT AND SUN 4PM-12AM, HOLIDAYS)			
INSTALL (MINIMUM OF 2 HOUR CHARGE PER CALL)	\$175	\$205	
DISMANTLE (MINIMUM OF 2 HOUR CHARGE PER CALL)	\$175	\$205	

DELIVERY AND SHIPPING INSTRUCTIONS
 *CUSTOMER IS RESPONSIBLE FOR ALL SHIPPING ARRANGMENTS AND CHARGES.

WE ACCEPT VISA/MASTERCARD	SUBTOTAL BEFORE GST	
	GST (R 105 085 260)	
	TOTAL	

CANCELLATION POLICY
 A 25% ADMINISTRATION FEE WILL BE APPLIED TO ALL ORDERS RECEIVED AND THEN CANCELLED. NO REFUNDS OR EXCHANGES ONCE EQUIPMENT HAS BEEN DELIVERED TO THE BOOTH OR SERVICE HAS BEEN COMPLETED. PRICING WILL BE ADJUSTED ON ALL ORDERS RECEIVED WITH INACCURATE PRICING OR RECEIVED AFTER ADVANCED DEADLINE. REFUND REQUESTS MUST BE PLACED ONSITE.
 NO REFUNDS ON SPECIAL ORDER ITEMS OR GRAPHICS SENT TO PRINT.



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Graphic Accessories Order Form

SHOW	Palliser District Teachers Convention 2020		DEADLINE	February 6, 2020
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CITY			PHONE	
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PURCHASE PRICING

ALL ORDERS MUST BE CONFIRMED WITH PAYMENT AT LEAST ONE MONTH IN ADVANCE OF THE SHOW. AS THIS IS A PURCHASE, PLEASE BE AWARE THAT DUE TO POSSIBLE DELAYS IN MANUFACTURE OR SHIPPING, WE CAN NOT GUARANTEE DELIVERY TO THE SHOW IF NOT ORDERED FAR ENOUGH IN ADVANCE.

DISTINGUISH YOURSELF FROM THE CROWD. PURCHASE A PORTABLE DISPLAY FOR YOUR EXHIBIT SPACE.

MANY DIFFERENT GRAPHIC ACCESSORY OPTIONS ARE AVAILABLE. CONTACT TRACY AT OUR OFFICE TODAY FOR A QUOTATION ON YOUR CUSTOM DISPLAY.

OVERHEAD SIGN IDEAS - CONTACT US

ENSURE YOUR BRAND IS VISIBLE FROM ALL DIRECTIONS WITH OVERHEAD SIGNAGE.



MULTIPLE SIZES AND SHAPES AVAILABLE. ALL OVERHEAD SIGNS INCLUDE; FRAME, SINGLE-SIDED FULL DIGITAL PRINT, AND CARRYING BAG.

BRANDED TABLE COVERS - CONTACT US

BRANDED TABLE COVERS ARE AN EASY, COST-EFFECTIVE WAY TO PROMOTE YOUR BRAND AT EVENTS.

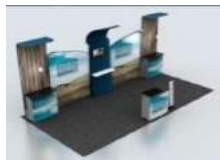


MULTIPLE SIZES AVAILABLE. ALL BRANDED TABLE COVERS INCLUDE GRAPHICS AND CARRYING BAG

OUTDOOR DISPLAY IDEAS - CONTACT US



PORTABLE DISPLAY IDEAS - CONTACT US



DESIGN CHARGES

*IF GRAPHICS ARE NOT SUPPLIED PRINT-READY, ADDITIONAL DESIGN CHARGES WILL APPLY. SEE SIGNAGE ORDER FORM FOR PRICING DETAILS.

WE ACCEPT VISA/MASTERCARD

CANCELLATION POLICY

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Signage & Graphics Order Form

SHOW	Palliser District Teachers Convention 2020		DEADLINE	February 6, 2020
LOCATION	Calgary TELUS Convention Centre, Calgary, Alberta		DATES	February 20-21, 2020
COMPANY			BOOTH #	
ADDRESS			CONTACT	
CITY			PHONE	
PROV/ST	PC/ZIP		EMAIL	

SIGNAGE PRICING FOR CUSTOM/REPRODUCTION GRAPHIC DESIGN, PLEASE CONTACT OUR OFFICE TO RECEIVE YOUR QUOTE.

BANNER STANDS	SIZE	ADV	TOTAL
SINGLE SIDED BANNER STAND	APPROX. 33" WIDE X 78" HIGH	\$325	
SINGLE SIDED WIDE BASE BANNER STAND	APPROX. 33" WIDE X 78" HIGH	\$400	
DOUBLE SIDED BANNER STAND	APPROX. 33" WIDE X 79" HIGH	\$575	

ALL BANNER STAND PURCHASES INCLUDE: RETRACTABLE BANNER STAND, GRAPHICS AND CARRYING BAG

STANDARD SIZE SIGNS (SIZED IN WIDTH X HEIGHT)	ADV	TOTAL
22"X28" SINGLE SIDED SIGN PRINTED ON SINTRA	\$113	
22"X28" DOUBLE SIDED SIGN PRINTED ON SINTRA	\$226	
44"X7" SIGN PRINTED ON 24PT LUSTER BOARD	\$80	
24"X36" SIGN PRINTED ON SINTRA	\$145	
40"X60" SIGN PRINTED ON SINTRA	\$250	

MATERIAL	SIZE	ADV	TOTAL
1 SQ.FT. OF COROPLAST LIGHT WEIGHT CORRUGATED PLASTIC (EASY TO CLEAN)	SIZE: _____ FT. WIDE X _____ FT. HIGH = _____ SQ.FT.	\$8	
1 SQ.FT. OF SINTRA HEAVIER PVC MATERIAL (EASY TO CLEAN)	SIZE: _____ FT. WIDE X _____ FT. HIGH = _____ SQ.FT.	\$10	
1 SQ.FT. OF WHITE 13 OZ. BANNER INCLUDES GROMMETS. AVAILABLE HEIGHTS: 2', 3' & 4'	SIZE: _____ FT. WIDE X _____ FT. HIGH = _____ SQ.FT.	\$13	
1 SQ.FT. OF GRAPHICS ON VINYL READY TO PRINT FULL COLOUR GRAPHIC ON VINYL. PREMASKED. APPLICATION NOT INCLUDED.	SIZE: _____ FT. WIDE X _____ FT. HIGH = _____ SQ.FT.	\$8	

GRAPHIC DESIGN	ADV	TOTAL
CUSTOM GRAPHIC DESIGN (MIN 1HR)	\$65/hr	

IF GRAPHICS ARE NOT SUPPLIED PRINT-READY, GRAPHIC DESIGN CHARGES WILL APPLY.

IMPORTANT INFORMATION

TIME LINES- PLEASE SEND THE FILES 3 WEEKS PRIOR TO YOUR SHOW DATE
FILE FORMATS- HIGH RESOLUTION OR VECTOR ADOBE ACROBAT FILE (.PDF)
PHOTOS- HIGH RESOLUTION .TIF OR .JPG (ALL IMAGES SHOULD BE AT 150 DPI AT ACTUAL SIZE)
FONT- ALL FONTS MUST BE SET TO OUTLINE
COLOUR- IF A SPECIFIC COLOUR IS REQUIRED, PLEASE PROVIDE PANTONE CODE
BLEED- PLEASE CREATE A BLEED OF 1.25"
FILE SIZE- IF ARTWORK IS TOO LARGE, WE CAN ACCEPT ARTWORK AT 50% OF FULL SIZE IF TEXT IS SET TO OUTLINE/VECTOR BASED AND IMAGES ARE OF A HIGH RESOLUTION
FILES MUST INCLUDE- COLOUR PROOF OF EACH JOB (PRINTED OR .PDF) AND ALL SUPPLEMENTARY GRAPHICS USED (IE- LINKED FILES)
FILE NAMES- BOOTHNUMBER_SHOWNAME_COMPANYNAME_STYLEOFSTAND_SIDE A OR B(IF APPLICABLE).PDF
HIGHTAIL DROP BOX LINK- PLEASE COPY THIS LINK INTO YOUR BROWSER TO UPLOAD ANY FILES TOO LARGE FOR EMAIL.
[HTTPS://WWW.HIGHTAIL.COM/DROPBOX?DROPBOX=SUPERIOR-SHOW-SERVICE-INC](https://www.hightail.com/dropbox?dropbox=superior-show-service-inc)

WE ACCEPT VISA/MASTERCARD	SUBTOTAL BEFORE GST	
	GST (R 105 085 260)	
	TOTAL	

CANCELLATION POLICY

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Exhibit Booths Order Form

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LOCATION	Calgary TELUS Convention Centre, Calgary, Alberta		DATES	February 20-21, 2020	
COMPANY			BOOTH #		
ADDRESS			CONTACT		
CITY			PHONE		
PROV/ST	PC/ZIP		EMAIL		

BOOTH PRICING

ADVANCED PRICING IS AVAILABLE ON ORDERS RECEIVED 14 DAYS BEFORE SHOW START DATE.
FOR A CUSTOM MODULAR BOOTH DESIGN OR SLATWALL, PLEASE CONTACT OUR OFFICE TO RECEIVE YOUR QUOTE & 3D DRAWING.

BOOTH #	DIMENSIONS		ADV	REG	TOTAL
1 SINTRA	10' X 10' (1 HEADER SIGN) W/ SINTRA PANELS	PANEL COLOUR: WHITE BLACK	\$1,100	\$1,325	
1 FABRIC	10' X 10' (1 HEADER SIGN) W/ FABRIC PANELS	PANEL COLOUR: GREY BLACK	\$1,375	\$1,656	
2 SINTRA	10' X 10' (3 HEADER SIGNS) W/ SINTRA PANELS	PANEL COLOUR: WHITE BLACK	\$1,250	\$1,525	
2 FABRIC	10' X 10' (3 HEADER SIGNS) W/ FABRIC PANELS	PANEL COLOUR: GREY BLACK	\$1,562	\$1,906	
3 SINTRA	10' X 10' (0 HEADER SIGNS) W/ SINTRA PANELS	PANEL COLOUR: WHITE BLACK	\$1,250	\$1,525	
3 FABRIC	10' X 10' (0 HEADER SIGNS) W/ FABRIC PANELS	PANEL COLOUR: GREY BLACK	\$1,562	\$1,906	
4 SINTRA	10' X 10' (3 HEADER SIGNS) W/ SINTRA PANELS	PANEL COLOUR: WHITE BLACK	\$1,250	\$1,525	
4 FABRIC	10' X 10' (3 HEADER SIGNS) W/ FABRIC PANELS	PANEL COLOUR: GREY BLACK	\$1,562	\$1,906	
5 SINTRA	10' X 20' (3 HEADER SIGNS) W/ SINTRA PANELS	PANEL COLOUR: WHITE BLACK	\$1,700	\$2,100	
5 FABRIC	10' X 20' (3 HEADER SIGNS) W/ FABRIC PANELS	PANEL COLOUR: GREY BLACK	\$2,125	\$2,625	
6 SINTRA	10' X 20' (3 HEADER SIGNS) W/ SINTRA PANELS	PANEL COLOUR: WHITE BLACK	\$1,800	\$2,200	
6 FABRIC	10' X 20' (3 HEADER SIGNS) W/ FABRIC PANELS	PANEL COLOUR: GREY BLACK	\$2,250	\$2,750	
7 SINTRA	10' X 20' (2 HEADER SIGNS) W/ SINTRA PANELS	PANEL COLOUR: WHITE BLACK	\$1,900	\$2,350	
7 FABRIC	10' X 20' (2 HEADER SIGNS) W/ FABRIC PANELS	PANEL COLOUR: GREY BLACK	\$2,375	\$2,937	
8 SINTRA	10' X 20' (4 HEADER SIGNS) W/ SINTRA PANELS	PANEL COLOUR: WHITE BLACK	\$2,650	\$3,250	
8 FABRIC	10' X 20' (4 HEADER SIGNS) W/ FABRIC PANELS	PANEL COLOUR: GREY BLACK	\$3,312	\$4,062	
9 SINTRA	20' X 20' (6 HEADER SIGNS) W/ SINTRA PANELS	PANEL COLOUR: WHITE BLACK	\$2,850	\$3,450	
9 FABRIC	20' X 20' (6 HEADER SIGNS) W/ FABRIC PANELS	PANEL COLOUR: GREY BLACK	\$3,562	\$4,312	

ALL MODULAR EXHIBITS INCLUDE: INSTALL/DISMANTLE, PANELS IN YOUR COLOUR CHOICE, HEADER SIGNAGE WITH BASIC FONT VINYL LETTERING.

HEADER SIGN TO READ:

EXHIBIT BOOTH ACCESSORIES

	SPOTLIGHT		\$60	\$72
	WOOD SHELF (39 INCHES WIDE X 12 INCHES DEEP)		\$25	\$40
	GLASS SHELF (39 INCHES WIDE X 12 INCHES DEEP)		\$35	\$50
	R8 TV BRACKET (HOLDS UP TO 42" TV)		\$250	\$325

EXHIBIT BOOTH SIGNAGE AND GRAPHICS

	ADDITION OF YOUR COMPANY LOGO* TO HEADER SIGNAGE. PRICED PER HEADER		\$95	N/A
	*IF LOGO SUPPLIED IN .EPS VECTOR FORMAT. IF WRONG FORMAT SUPPLIED, DESIGN CHARGES MAY APPLY			
	FULL GRAPHIC COUNTER PANEL (970MM X 920MM) SUPPLIED PRINT READY		\$115	N/A
	FULL GRAPHIC PANEL ON SINTRA (970MM X 2400MM) SUPPLIED PRINT READY		\$300	N/A
	PLEASE CHECK YES, IF YOU WILL BE KEEPING YOUR GRAPHICS _____ YES _____ NO			

SUPERIOR SHOW SERVICE WILL DISMANTLE YOUR EXHIBIT AS SOON AS POSSIBLE IF PANELS ARE TO BE KEPT. AFTER DISMANTLE, CUSTOMER IS RESPONSIBLE FOR PANELS AND ALL PACKAGING AND SHIPPING ARRANGEMENTS. ALL GRAPHIC PANELS REMAINING AT END OF MOVE-OUT WILL BE DESTROYED.

	DESIGN CHARGES PER HOUR (IF REQUIRED)	(MIN \$60)	\$60	N/A
WE ACCEPT VISA/MASTERCARD			SUBTOTAL BEFORE GST	
			GST (R 105 085 260)	
			TOTAL	

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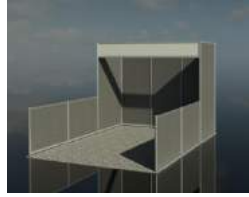
NO REFUNDS ON SPECIAL ORDER ITEMS OR GRAPHICS SENT TO PRINT.



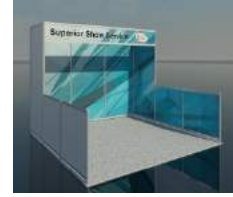
Exhibit Booth # 1 (10' wide x 10' deep)



Sintra Panels in black or white
 Basic font Header signage
 Install and dismantle

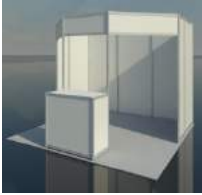


Fabric panels in grey or black
 Basic font Header signage
 Install and dismantle

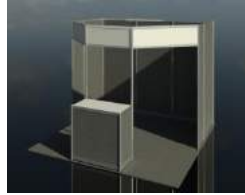


Full graphic panels
 Upgraded full graphic header signage
 Install and dismantle

Exhibit Booth #2 (10' wide x 10' deep)



Sintra Panels in black or white
 Basic font Header signage
 Install and dismantle



Fabric panels in grey or black
 Basic font Header signage
 Install and dismantle



Full graphic panels
 Upgraded full graphic header signage
 Install and dismantle

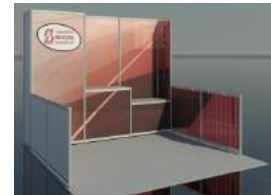
Exhibit Booth #3 (10' wide x 10' deep)



Sintra Panels in black or white
 Basic font Header signage
 Install and dismantle



Fabric panels in grey or black
 Basic font Header signage
 Install and dismantle

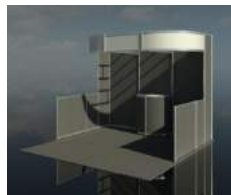


Full graphic panels
 Upgraded full graphic header signage
 Install and dismantle

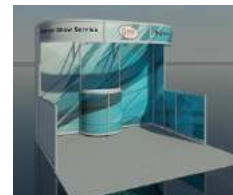
Exhibit Booth #4 (10' wide x 10' deep)



Sintra Panels in black or white
 Basic font Header signage
 Install and dismantle



Fabric panels in grey or black
 Basic font Header signage
 Install and dismantle



Full graphic panels
 Upgraded full graphic header signage
 Install and dismantle

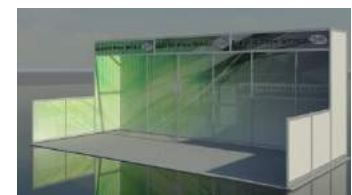
Exhibit booth #5 (20' wide x 10' deep)



Sintra Panels in black or white
 Basic font Header signage
 Install and dismantle



Fabric panels in grey or black
 Basic font Header signage
 Install and dismantle



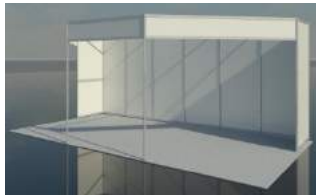
Full graphic panels
 Upgraded full graphic header signage
 Install and dismantle

For custom exhibit booth design, please contact our office to receive your quote



Main Office: 8599 - 111 Street, Fort Saskatchewan, AB. T8L 4S1
Airdrie Branch: #109, 18 Highland Park Way NE, Airdrie, AB.T4A 2L5
info@superiorshow.com

Exhibit booth #6 (20' wide x 10' deep)



Sintra Panels in black or white
Basic font Header signage
Install and dismantle

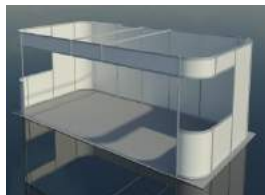


Fabric panels in grey or black
Basic font Header signage
Install and dismantle

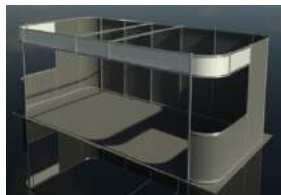


Full graphic panels
Upgraded full graphic header signage
Install and dismantle

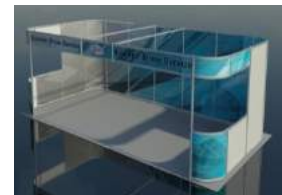
Exhibit booth #7 (20' wide x 10' deep)



Sintra Panels in black or white
Basic font Header signage
Install and dismantle



Fabric panels in grey or black
Basic font Header signage
Install and dismantle

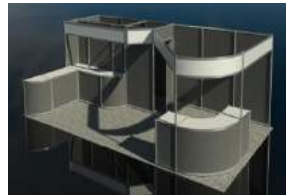


Full graphic panels
Upgraded full graphic header signage
Install and dismantle

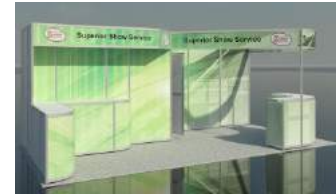
Exhibit booth #8 (20' wide x 10' deep)



Sintra Panels in black or white
Basic font Header signage
Install and dismantle

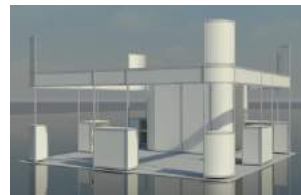


Fabric panels in grey or black
Basic font Header signage
Install and dismantle



Full graphic panels
Upgraded full graphic header signage
Install and dismantle

Exhibit booth #9 (20' wide x 20' deep)



Sintra Panels in black or white
Basic font Header signage
Install and dismantle



Fabric panels in grey or black
Basic font Header signage
Install and dismantle



Full graphic panels
Upgraded full graphic header signage
Install and dismantle

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Shipping Order Form

SHOW	Palliser District Teachers Convention 2020		DEADLINE	February 6, 2020	
LOCATION	Calgary TELUS Convention Centre, Calgary, Alberta		DATES	February 20-21, 2020	
SHIPPER INFORMATION					
COMPANY			CONTACT		
PICK UP LOCATION NAME			PHONE		
ADDRESS			PROV/STATE		
CITY			PC/ZIP		
			COUNTRY		
IF SHIPPING FROM ANOTHER EVENT, COMPLETE THIS SECTION					
SHOW NAME			BOOTH #		
MOVE-OUT DATE			MOVE-OUT TIMES		
SHOW CONTRACTOR			MARSHALING YARD <input type="checkbox"/> YES <input type="checkbox"/> NO		
SHIPPING TO ADVANCED WAREHOUSE <input type="checkbox"/> YES <input type="checkbox"/> NO					
TAILGATE PICKUP REQUIRED <input type="checkbox"/> YES <input type="checkbox"/> NO			LOADING DOCK <input type="checkbox"/> YES <input type="checkbox"/> NO	PICKUP HOURS	
DESTINATION INFORMATION (RETURN AFTER SHOW)					
COMPANY			CONTACT		
DELIVERY LOCATION NAME			PHONE		
ADDRESS			PROV/STATE		
CITY			PC/ZIP		
			COUNTRY		
IF SHIPPING TO ANOTHER EVENT, COMPLETE THIS SECTION					
SHOW NAME			BOOTH #		
MOVE-IN DATE			MOVE-IN TIMES		
SHOW CONTRACTOR			MARSHALING YARD <input type="checkbox"/> YES <input type="checkbox"/> NO		
SHIPPING TO ADVANCED WAREHOUSE <input type="checkbox"/> YES <input type="checkbox"/> NO					
TAILGATE PICKUP REQUIRED <input type="checkbox"/> YES <input type="checkbox"/> NO			LOADING DOCK <input type="checkbox"/> YES <input type="checkbox"/> NO	PICKUP HOURS	
CUSTOMS INFORMATION (IF REQUIRED)					
CUSTOMS BROKER			CONTACT NAME		
PHONE			CUSTOMS PAPERWORK ATTACHED <input type="checkbox"/> YES <input type="checkbox"/> NO		
INDICATE SERVICE REQUIRED					
<input type="checkbox"/> ONE WAY		<input type="checkbox"/> ROUND TRIP		<input type="checkbox"/> REGULAR GROUND	<input type="checkbox"/> EXPEDITED GROUND
ITEMS TO BE SHIPPED SERVICE WILL BE CHARGED ON ACTUAL WEIGHT AND DIMENSIONS					
TOTAL # OF PIECES		DIMENSIONS IN INCHES		ESTIMATED WEIGHT	
CARTONS (CARDBOARD)		H _____ " X W _____ " X L _____ "			
CASES/TRUNKS (FIBRE) COLOUR-		H _____ " X W _____ " X L _____ "			
CRATES (WOODEN)		H _____ " X W _____ " X L _____ "			
SKIDS/PALLETS		H _____ " X W _____ " X L _____ "			
CARPET COLOUR-		H _____ " X W _____ " X L _____ "			
OTHER-		H _____ " X W _____ " X L _____ "			

TERMS AND CONDITIONS

SUPERIOR SHOW SERVICE ASSUMES NO RESPONSIBILITY FOR SHIPMENTS LEFT IN BOOTH BY EXHIBITOR. ALL SHIPMENTS ARE SUBJECT TO FINAL COUNT AND CORRECTION AT TIME OF REMOVAL FROM BOOTH. SHIPPER HEREBY DESIGNATES SUPERIOR SHOW SERVICE AS ITS AGENT FOR TENDERING SHIPMENTS TO CARRIER. SUPERIOR SHOW SERVICE RESERVES THE RIGHT TO REROUTE ANY OUTGOING SHIPMENT VIA AN ALTERNATE CARRIER IN THE EVENT THE REQUESTED CARRIER FAILS TO PICK UP THE SHIPMENT BY ESTABLISHED CARRIER CHECK-IN DEADLINE. SUPERIOR SHOW SERVICE ASSUMES NO RESPONSIBILITY FOR MISDIRECTED SHIPMENTS DUE TO OLD SHIPPING LABELS REMAINING ON CONTAINERS. IT IS THE SHIPPERS RESPONSIBILITY TO STATE THE NATIONAL MOTOR FREIGHT CLASSIFICATION COMMODITY DESCRIPTION, OTHERWISE SHIPMENT WILL BE CLASSIFIED AS EXHIBITION MATERIALS.

SUPERIOR SHOW SERVICE WILL NOT BE HELD RESPONSIBLE FOR DAMAGE TO UNCRATED MATERIALS, IMPROPERLY PACKED MATERIALS, OR CONCEALED DAMAGE. SUPERIOR SHOW SERVICE WILL NOT BE RESPONSIBLE FOR LOSS, THEFT, OR DISAPPEARANCE OF EXHIBITORS FREIGHT AFTER DELIVERY TO EXHIBIT SPACE. SUPERIOR SHOW SERVICE WILL NOT BE HELD RESPONSIBLE FOR LOSS, THEFT, OR DISAPPEARANCE OF MATERIALS BEFORE THEY ARE PICKED UP FROM EXHIBITOR BOOTH FOR SHIPPING. BILL OF LADING COVERING OUTGOING SHIPMENTS WILL BE CHECKED AT TIME OF ACTUAL PICKUP FROM BOOTH AND CORRECTIONS MADE WHERE DISCREPANCIES OCCUR. SUPERIOR SHOW SERVICE WILL NOT BE HELD RESPONSIBLE FOR LOSS, DAMAGE OR DELAY DUE TO FIRE, ACTS OF GOD, STRIKES, LOCKOUTS, OR WORK STOPPAGES OF ANY KIND, OR TO ANY CAUSES BEYOND OUR CONTROL. SUPERIOR SHOW SERVICE WILL BE LIMITED TO THE PHYSICAL LOSS OR DAMAGE TO THE SPECIFIC ARTICLE WHICH IS LOST OR DAMAGED, AND IN ANY EVENT SUPERIOR SHOW SERVICE'S MAXIMUM LIABILITY SHALL BE LIMITED TO \$0.30 PER POUND PER ARTICLE WITH A MAXIMUM LIABILITY OF \$50 PER ITEM, OR \$1000 PER SHIPMENT WHICHEVER IS LESS. SUPERIOR SHOW SERVICE WILL NOT BE LIABLE TO ANY EXTENT WHATSOEVER FOR ANY ACTUAL, POTENTIAL, OR ASSUMED LOSSES OF PROFITS OR REVENUES, OR FOR ANY COLLATERAL COSTS, WHICH MAY RESULT FROM ANY LOSS OR DAMAGE TO EXHIBITOR'S MATERIALS WHICH MAY MAKE IT IMPOSSIBLE OR IMPRACTICAL TO EXHIBIT SAME. THE CONSIGNMENT OR DELIVERY OF A SHIPMENT TO SUPERIOR SHOW SERVICE BY AN EXHIBITOR, OR BY ANY SHIPPER TO OR ON BEHALF OF THE EXHIBITOR SHALL BE CONSTRUED AS AN ACCEPTANCE OF THE TERMS AND CONDITIONS SET FORTH. EXHIBITOR IS RESPONSIBLE TO DECLARE ALL HAZARDOUS MATERIALS AND ABIDE BY FEDERAL, PROVINCIAL AND LOCAL LAWS.

MATERIALS HANDLING IS STILL REQUIRED IF TRANSPORTATION IS ORDERED.



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Advanced Materials Handling Order Form

SHOW	Palliser District Teachers Convention 2020	DEADLINE	February 6, 2020
LOCATION	Calgary TELUS Convention Centre, Calgary, Alberta	DATES	February 20-21, 2020
COMPANY		BOOTH #	
ADDRESS		CONTACT	
CITY		PHONE	
PROV/ST	PC/ZIP	EMAIL	

SHIPPING ADDRESS: ALL SHIPMENTS MUST INCLUDE THE FOLLOWING INFORMATION

SHOW NAME
EXHIBITING COMPANY - BOOTH #
ATNN: SUPERIOR SHOW SERVICE
#109, 18 Highland Park Way NE, Airdrie, AB T4A 0R1

FREIGHT RECEIVING HOURS ARE MON-FRI 8AM-12PM AND 12:30PM-4PM. CLOSED WEEKENDS AND STATUTORY HOLIDAYS.

CALCULATING ADDITIONAL WEIGHT CHARGES

ALL RATES ARE BASED ON PRICE PER 100 LBS OF WEIGHT FOR YOUR SHIPMENT. TO CALCULATE CHARGES, ROUND WEIGHT UP TO THE NEXT 100 LBS. EXAMPLE: 673 LBS. = 700 LBS.

FOR SHIPMENTS OVER 2000 LBS. SPECIAL ARRANGEMENTS MUST BE MADE. CONTACT OUR OFFICE FOR A QUOTE.

ADVANCED MATERIALS HANDLING

RECEIVE AND STORE MATERIALS UP TO 20 DAYS PRIOR TO OFFICIAL MOVE-IN DATE
 SHIPMENT TO ARRIVE NO LATER THAN FREIGHT DEADLINE ABOVE. **25% LATE SURCHARGE WILL APPLY TO ALL ORDERS ARRIVING AFTER FREIGHT DEADLINE.**

STORAGE AT LOCATION AND DELIVER MATERIALS TO EXHIBITOR BOOTH

OF PIECES _____ TOTAL WEIGHT _____ CHARGEABLE WEIGHT _____
 (ROUND UP TO NEXT 100 LBS)

ESTIMATED WEIGHT TO BE WITHIN 50% OF THE WEIGHED FREIGHT RECEIVED, OR A 25% ADMIN CHARGE WILL APPLY TO REFUNDS. ADDITIONAL ONSITE CHARGES WILL APPLY IF SHIPMENT IS HEAVIER THAN STATED.

FLAT RATE CHARGE FOR CRATED FREIGHT (UP TO 200 LBS.) \$ 150.00

ADVANCED CRATED FREIGHT SHIPMENTS OVER 200 LBS. ADD \$75 PER 100 LBS. ADDITIONAL WEIGHT _____
 TOTAL CHARGES FOR ADDITIONAL WEIGHT (\$75/100 LBS.) _____

FLAT RATE CHARGE FOR ITEMS REQUIRING SPECIAL HANDLING (UP TO 200 LBS.) \$ 180.00

ADVANCED SHIPMENTS REQUIRING SPECIAL HANDLING OVER 200 LBS. ADD \$90 PER 100 LBS. ADDITIONAL WEIGHT _____
 TOTAL CHARGES FOR ADDITIONAL WEIGHT (\$90/100 LBS.) _____

25% LATE SURCHARGE WILL APPLY TO ALL ORDERS' ARRIVING AFTER FREIGHT DEADLINE.

SUPERIOR SHOW SERVICE WILL NOT ACCEPT ANY COLLECT SHIPMENTS. CUSTOMER IS RESPONSIBLE FOR ALL FREIGHT AND CUSTOMS CHARGES. NO PERISHABLE ITEMS WILL BE ACCEPTED.

PLEASE ARRANGE SHIPMENTS TO ARRIVE BETWEEN 8:30AM - 3:00PM MONDAY TO FRIDAY

POST-SHOW

SEE SUPERIOR CUSTOMS AND LOGISTICS PAGE FOR INFORMATION ON POST-SHOW FREIGHT OPTIONS.

IMPORTANT INFORMATION

IN ALL CASES, YOUR COMPANY IS THE SENDER AND RECEIVER - NOT SUPERIOR SHOW SERVICE INC. OR THE CALGARY TELUS CONVENTION CENTRE.

LOST PACKAGES AND MISSING SHIPMENTS ARE GREATLY REDUCED BY USING THE OFFICIAL CARRIER. SUPERIOR SHOW SERVICE USUALLY HAS AN ONSITE REPRESENTATIVE DURING MOVE-IN AND MOVE-OUT TIMES (INCLUDING EVENINGS AND WEEKENDS)

ALL SHIPMENTS MUST BE ACCOMPANIED BY A BILL OF LADING STATING NUMBER OF PIECES, WEIGHT AND DESCRIPTION OF CONTENTS. IF SHIPMENTS ORIGINATES OUTSIDE OF CANADA, ENSURE THAT ALL CUSTOMS DOCUMENTATION IS INCLUDED WITH SHIPMENT. ONCE SHIPPED, COPIES OF BILL OF LADING MUST BE IMMEDIATELY SENT TO SUPERIOR SHOW SERVICE WITH THE NAME OF YOUR ONSITE REPRESENTATIVE IN ORDER TO PLAN FOR YOUR SHIPMENT

25% LATE SURCHARGE WILL APPLY TO ALL ORDERS' ARRIVING AFTER FREIGHT DEADLINE.

WE ACCEPT VISA/MASTERCARD	SUBTOTAL BEFORE GST	
	GST (R 105 085 260)	
	TOTAL	

CANCELLATION POLICY

A 25% ADMINISTRATION FEE WILL BE APPLIED TO ALL ORDERS RECEIVED AND THEN CANCELLED. NO REFUNDS OR EXCHANGES ONCE EQUIPMENT HAS BEEN DELIVERED TO THE BOOTH OR SERVICE HAS BEEN COMPLETED. PRICING WILL BE ADJUSTED ON ALL ORDERS RECEIVED WITH INACCURATE PRICING OR RECEIVED AFTER ADVANCED DEADLINE. REFUND REQUESTS MUST BE PLACED ONSITE.

ADVANCED WAREHOUSE SHIPPING LABEL

EXHIBIT SHIPMENT FOR ADVANCE WAREHOUSE

SHIPPER: _____
NAME OF COMPANY WHERE SHIPMENT ORIGINATES

TO: _____
NAME OF COMPANY EXHIBITING AT THE SHOW

BOOTH#: _____
BOOTH NUMBER AT THE SHOW

SHOW NAME: _____
NAME OF SHOW

C/O: SUPERIOR SHOW SERVICE
#109, 18 HIGHLAND PARK WAY NE
AIRDRIE, AB T4A 0R1

CONTACT: _____
ONSITE CONTACT NAME AND NUMBER

CARRIER: _____
NAME OF TRANSPORTATION COMPANY

NUMBER

OF

PIECES



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Onsite Materials Handling Order Form

SHOW	Palliser District Teachers Convention 2020	DEADLINE	February 6, 2020
LOCATION	Calgary TELUS Convention Centre, Calgary, Alberta	DATES	February 20-21, 2020
COMPANY		BOOTH #	
ADDRESS		CONTACT	
CITY		PHONE	
PROV/ST		EMAIL	

HANDLING SERVICES ITEMS EXCEEDING 4000LB REQUIRE 21 DAYS PRIOR NOTICE. PRICES AVAILABLE UPON REQUEST.

ONSITE MATERIALS HANDLING

SHOW MANAGEMENT SUPPLIES BASIC MATERIALS HANDLING UP TO 4000 LBS. INCLUDES;
 UNLOAD SHIPMENT AND DELIVER TO EXHIBITOR BOOTH
 STORAGE LABELS
 REMOVAL OF CRATES AND PACKAGING TO STORAGE AREA
 RETURN OF CRATES AND PACKAGING MATERIALS TO EXHIBIT AREA UPON SHOW COMPLETION
 REMOVAL OF MATERIALS FROM EXHIBITOR AREA TO CUSTOMER'S DESIGNATED CARRIER

ONSITE MATERIALS HANDLING OVER 4000 LBS. DURING OFFICIAL MOVE-IN DAY

# OF PIECES _____	TOTAL WEIGHT _____	CHARGEABLE WEIGHT _____ (ROUND UP TO NEXT 100 LBS)
FLAT RATE CHARGE FOR CRATED FREIGHT (UP TO 200 LBS.)		\$ 130.00
ONSITE CRATED FREIGHT SHIPMENTS OVER 200 LBS. ADD \$65 PER 100 LBS.		ADDITIONAL WEIGHT _____
TOTAL CHARGES FOR ADDITIONAL WEIGHT (\$65/100 LBS.)		_____
FLAT RATE CHARGE FOR ITEMS REQUIRING SPECIAL HANDLING (UP TO 200 LBS.)		\$ 156.00
ONSITE SHIPMENTS REQUIRING SPECIAL HANDLING OVER 200 LBS. ADD \$78 PER 100 LBS.		ADDITIONAL WEIGHT _____
TOTAL CHARGES FOR ADDITIONAL WEIGHT (\$78/100 LBS.)		_____
25% SURCHARGE WILL APPLY TO ALL ORDERS ARRIVING AFTER ADVANCED DEADLINE.		
ESTIMATED WEIGHT TO BE WITHIN 50% OF THE WEIGHED FREIGHT RECEIVED, OR A 25% ADMIN CHARGE WILL APPLY TO REFUNDS.		
ADDITIONAL ONSITE CHARGES WILL APPLY IF SHIPMENT IS HEAVIER THAN STATED.		

ONSITE LABELING

SHOW NAME
NAME OF EXHIBITING COMPANY - BOOTH #
C/O SUPERIOR SHOW SERVICE
CALGARY TELUS CONVENTION CENTRE
705-1ST STREET SE, CALGARY, ALBERTA T2G 2G9

IMPORTANT INFORMATION

IN ALL CASES, YOUR COMPANY IS THE SENDER AND RECEIVER - NOT SUPERIOR SHOW SERVICE INC. OR THE CALGARY TELUS CONVENTION CENTRE.
 LOST PACKAGES AND MISSING SHIPMENTS ARE GREATLY REDUCED BY USING THE OFFICIAL CARRIER. SUPERIOR SHOW SERVICE USUALLY HAS AN ONSITE REPRESENTATIVE DURING MOVE-IN AND MOVE-OUT TIMES (INCLUDING EVENINGS AND WEEKENDS)
 ALL SHIPMENTS MUST BE ACCOMPANIED BY A BILL OF LADING STATING NUMBER OF PIECES, WEIGHT AND DESCRIPTION OF CONTENTS. IF SHIPMENTS ORIGINATES OUTSIDE OF CANADA, ENSURE THAT ALL CUSTOMS DOCUMENTATION IS INCLUDED WITH SHIPMENT. ONCE SHIPPED, COPIES OF BILL OF LADING MUST BE IMMEDIATELY SENT TO SUPERIOR SHOW SERVICE WITH THE NAME OF YOUR ONSITE REPRESENTATIVE IN ORDER TO PLAN FOR YOUR SHIPMENT
25% LATE SURCHARGE WILL APPLY TO ALL ORDERS' ARRIVING AFTER ADVANCED DEADLINE.

ADDITIONAL SERVICES AVAILABLE	PRICE	TOTAL
BANDING OF YOUR REGULAR SIZED PALLET	\$30	
SHRINKWRAPPING OF YOUR REGULAR SIZED PALLET	\$30	
WE ACCEPT VISA/MASTERCARD	SUBTOTAL BEFORE GST	
	GST (R 105 085 260)	
	TOTAL	

CANCELLATION POLICY
 A 25% ADMINISTRATION FEE WILL BE APPLIED TO ALL ORDERS RECEIVED AND THEN CANCELLED. NO REFUNDS OR EXCHANGES ONCE EQUIPMENT HAS BEEN DELIVERED TO THE BOOTH OR SERVICE HAS BEEN COMPLETED. PRICING WILL BE ADJUSTED ON ALL ORDERS RECEIVED WITH INACCURATE PRICING OR RECEIVED AFTER ADVANCED DEADLINE. REFUND REQUESTS MUST BE PLACED ONSITE.
 NO REFUNDS ON SPECIAL ORDER ITEMS OR GRAPHICS SENT TO PRINT.

DIRECT TO SHOW SITE SHIPPING LABEL

EXHIBIT SHIPMENT FOR DIRECT TO SHOW SITE

SHIPPER: _____
NAME OF COMPANY WHERE SHIPMENT ORIGINATES

TO: _____
NAME OF COMPANY EXHIBITING AT THE SHOW

BOOTH#: _____
BOOTH NUMBER AT THE SHOW

SHOW NAME: _____
SHOW NAME

C/O: SUPERIOR SHOW SERVICE
705-1ST STREET SE
CALGARY, ALBERTA
T2G 2G9

CONTACT: _____
ONSITE CONTACT NAME AND NUMBER

CARRIER: _____
NAME OF TRANSPORTATION COMPANY

NUMBER OF PIECES

DIRECT SHIPMENTS TO SHOW SITE TO ARRIVE DURING OFFICIAL MOVE-IN.