EXHIBITOR MANUAL - November 17 & 18, 2023



General Information

SHOW LOCATION

Mary Brown's Centre 50 New Gower Street St. John's, NL • A1C 1J3 Telephone: 709-758-1111

DIRECT TO SHOW shipment

Wednesday, November 15th 9:00am to 5:00pm All deliveries must be cosigned in the following manner:

North Atlantic Fish and Workboat Show

Exhibiting Company's Name Booth # C/O Mary Brown's Centre 50 New Gower St St. John's, NL • A1C 1J3

EXHIBIT SHOW SCHEDULE

Exhibitor Move-In * Wednesday, November 15th (BY APPOINTMENT ONLY) Thursday, November 16th (ALL MOVE-IN WILL BE SCHEDULED BASED ON LOCATION)

Show dates & Times Friday, November 17th Saturday, November 18th

10:00 am - 5:00 pm 10:00 am - 4:00 pm

Exhibitor Move-Out *

Saturday, November 18th

4:00 pm -10:00 pm

* Please see MOVE-IN / MOVE-OUT document for important details

SHOW MANAGEMENT PERSONNEL

Shawn Murphy, Show Manager smurphy@mpltd.ca Breagha MacDonald, Marketing & Operations Manager bmacdonald@mpltd.ca



SHOW PRODUCER

Master Promotions Ltd.

PO Box 565 • Saint John, NB • E2L 3Z8 Toll Free: 1-888-454-7469 • Phone: (506) 658-0018 • Fax: (506) 658-0750 E-mail: <u>info@mpltd.ca</u> • Website: <u>www.masterpromotions.ca</u>

Master Promotions Ltd. show personnel will maintain a show office and show personnel will be available on the floor during move-in, all show hours and move-out

MATERIAL HANDLING

Material handling equipment will be available on site. Drayage to and from booth, container storage and forklift service to 5,000 lbs is provided at no charge.

CONTAINER STORAGE

A storage area will be available for empty containers.

WIRELESS INTERNET SERVICE

Mile One Complimentary <u>shared</u> WIFI is available. Upgraded wired and WIFI service are also available, which should be ordered 1 month out minimum. See form called "Internet & IT Services".

SHOW COLOURS

Booth Carpet (100-700 Sq. Ft.)GreyBooth DraperyBlack & GreyAisle CarpetRed

EXHIBITOR'S ADVERTISING LITERATURE AND PRODUCT BROCHURES

All exhibitors will be permitted to hand out brochures if they wish to do so. However, all advertising circulars must be distributed from booths only and <u>must not be placed or distributed outside your assigned site boundaries</u>. Materials are not permitted to be distributed from event parking/registration areas. Only materials pertaining to the Official exhibitor may be exhibited.

SECURITY

Exhibitors are required to maintain staff within their booth during all show hours. To minimize the risk of theft, we suggest you keep your booth staffed until the aisles have been cleared of all attendees at the end of show days.

Exhibitors are reminded that Show Management does not assume any responsibility for losses; therefore, exhibitors should take all reasonable precautions to protect their own property, including insurance. Security guards will be on 24-hour duty from the start of move-in until the end of move-out.

Show Management is not responsible for the loss of any item from an exhibitor's booth, nor is the facility.