

# EXHIBITOR KIT

PLEASE READ - VERY IMPORTANT INFORMATION



**JANUARY 14 - 16, 2011**  
WINNIPEG CONVENTION CENTRE



**MARCH 31 - APRIL 3, 2011**  
WINNIPEG CONVENTION CENTRE



ALL EXHIBITORS ARE GIVEN FIRST RIGHT OF REFUSAL TO ALL BOOTH SPACES FROM THE PREVIOUS YEAR UNTIL AUGUST 1ST. AFTER SEPTEMBER 1ST, IF WE HAVE NOT RECEIVED A COMPLETED SIGNED CONTRACT AND DEPOSIT, BOOTHS ARE OPEN TO ALL POTENTIAL EXHIBITORS.

TO QUALIFY FOR THE EARLY BIRD REBATES A COMPLETED SIGNED CONTRACT AND PAYMENT IN FULL MUST BE RECEIVED BY THE FOLLOWING DATES

**KBR 2011 - DEADLINE SEPTEMBER 30, 2010.**

**HOME EXPRESSIONS 2011 - DEADLINE NOVEMBER 30, 2010.**

**The Home Expressions and KBR Show is managed and produced by:**

## **MANITOBA HOME BUILDERS' ASSOCIATION**

Unit I – 1420 Clarence Avenue  
Winnipeg, Manitoba R3T 1T6  
F: 925.2567

[www.kitchenandbathshow.com](http://www.kitchenandbathshow.com)  
[www.homeexpressions.ca](http://www.homeexpressions.ca)

### **SHOW MANAGER**

Jan Currier, Show Manager  
[jcurrier@homebuilders.mb.ca](mailto:jcurrier@homebuilders.mb.ca)

**P: 204.925.2566**

**C: 204.282.8680**

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## **ACCOMMODATIONS**

Special Rates have been negotiated for Exhibitors at the following hotel. Please make sure you tell the hotel you are a KBR or Home Expressions Exhibitor when making your bookings.

### **DELTA WINNIPEG**

305 St. Mary Avenue  
Winnipeg, Manitoba R3C 3J2

**P: 204.942.0551**

**Toll Free: 1.888.311.4990**

**Discounted rate: \$106.00**

The Delta Winnipeg is adjacent to the Winnipeg Convention Centre and connected by a walkway.

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## **ADVERTISING & PROMOTIONS**

Our Show Insert will appear in the Winnipeg Free Press the week before each show. The following is a listing of media representatives that would be pleased to assist you with your cross promotion for the shows:

**Winnipeg Free Press**  
**Clear FM**  
**CJOB**  
**City TV**

**CTV**  
**Global Television**  
**Renovation Magazine**  
**Dream Spaces**

**Chum – Curve, BOB, 1290 Hot 103 / QX104**

Please contact show management for contact information.

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## **ANIMALS**

With the exception of seeing eye dogs, no animals are permitted on the premise.

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## **AUDIO VISUAL**

If you require audio/visual for your booth please contact Evolution Presentation Technologies at [www.evolutionav.ca](http://www.evolutionav.ca)

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## **BOOTH STANDARDS**

The show strives for high quality exhibits and displays. Please make sure your display is clean, all equipment is in proper working condition and has been well maintained. To ensure the show's standards are met... tired, old displays will be tagged during the pre show inspection. All Exhibitors who are tagged will be asked to review the issues, prior to attending any future shows. Remember... a well presented booth is a strong reflection on you, your company and your successes!

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## **CLEANING**

Show Management is responsible for the cleaning of all aisle, stage and public spaces. It is the Exhibitor's responsibility to clean their exhibit space! Therefore, Exhibitor's should either bring cleaning equipment i.e. vacuum cleaner, etc. or make arrangements for cleaning services, as provided by the Winnipeg Convention Centre or Central Display Ltd.

Booths must be clean and clear of all carpet tape on Move-Out. The Winnipeg Convention Centre will charge an additional fee per hour for removal of tape residue to Exhibitors.

\*\* **A Special Carpet Tape**, which is easily removed and leaves no residue, is available and may be purchased from Central Display (during move-in).\*\*

## DISPLAY CONTRACTOR

Additional items such as carpets or furniture may be rented from our Show Contractors – Central Display Ltd. Please contact Central Display for a listing of their services.

### CENTRAL DISPLAY LTD.

7 – 850 Marion Street, Winnipeg MB R2J 0K4  
**Telephone: 204.237.3367**  
**Fax: 204.235.1063**  
[www.centraldisplay.ca](http://www.centraldisplay.ca)

**Rentals are payable directly to Central Display Ltd.**

The Winnipeg Convention Centre and Central Display will have a service desk on-site during move-in. It will be located on the 3rd floor.

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## DRAYAGE

For detailed information on early delivery of equipment contact:

### CENTRAL DISPLAY LTD.

7 – 850 Marion Street, Winnipeg MB R2J 0K4  
**Telephone: 204.237.3367**  
**Fax: 204.235.1063**  
[www.centraldisplay.ca](http://www.centraldisplay.ca)

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## EXHIBITOR PASS ALLOTMENT/ ADDITIONAL PASSES

**1-3 booths = 4 passes- no charge**  
**4-5 booths = 8 passes- no charge**  
**6+ booths = 12 passes- no charge**

All passes can be picked up at the show office, room 24- Winnipeg Convention Centre during Ingress.

To purchase additional passes or to receive the passes prior to Ingress, please see the Exhibitor Registration Information

## FOOD SERVICES

Any beverage and/or food (other than sampling) being served to the public at your exhibit booth must be ordered through the Director of Food & Beverage Operations, at the Winnipeg Convention Centre telephone 204.956.1720 or fax 204.943.0310. No food or beverages will be allowed in your booth without prior approval from the Winnipeg Convention Centre and Show Management.

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## MEDICAL / EMERGENCY HEALTH CARE

In case of a Medical Emergency during the Show, the Winnipeg Convention Centre's Security Department is located on the 2nd floor. Security will provide medical assistance.

**Notify Show Management and/or call 956.1720 and ask for security.**

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## PARKING

*Parking is **NOT provided** by the Show!*

**To obtain a downloadable map of available parking downtown, visit: [www.downtownwinnipegbiz.com](http://www.downtownwinnipegbiz.com)**

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## PUBLIC SHOW HOURS & ADMISSION PRICES

|   |                  |  |
|---|------------------|--|
| <b>Friday</b>                             | January 14       | Noon – 9 pm  |
| <b>Saturday</b>                           | January 15       | 10 am – 9 pm   |
| <b>Sunday</b>                             | January 16       | Noon – 5 pm  |
| <b>Adults</b>                             | <b>\$10.00</b>   | <i>plus Ticketmaster agency fee for adults and seniors</i> |
| <b>Seniors prior to 5 pm</b>              | <b>\$8.00</b>    | <i>plus Ticketmaster agency fee for adults and seniors</i> |
| <b>Children under the age of 10 years</b> | <b>no charge</b> |  |

## SECURITY / INSURANCE

Show Management and the Chief of Security for the Winnipeg Convention Centre have arranged for 24-hour security of the Show Hall. However, the Show assumes no responsibility for theft or damage of materials and advises that it is important for Exhibitors to arrange for their own insurance for all exhibit materials covering transit and show days.

### **\*\*INSURANCE\*\***

The Exhibitor's property shall be placed on display and exhibited at his/her own risk. The Manitoba Homebuilders' Association – (hereinafter called MHBA) assumes no responsibility for loss or damage thereto, before, after or during the Show. The Exhibitor shall assume all responsibility for loss or damage to his property due to fire, theft, flood, lighting, earthquake, explosion, or any cause beyond the control of MHBA.

The Exhibitor agrees to indemnify and save MHBA harmless from any damage, expense, or liability whatsoever arising from any injury or damage to the public, the Exhibitor, the walls, floors, ceilings of the space and Exhibitor's property, occurring in the Winnipeg Convention Centre, or the entrance to the building. The Exhibitor must arrange for sufficient public liability insurance extended to cover participation in the Show. Show Management recommends all valuable items, such as laptops, should not be left in your booths unattended.

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## SIGNAGE

### **HANGING AND INSTALLATION**

Overhead signs hung from the ceiling are allowed. However, there is a charge and arrangements must be made directly with the Convention Centre. Order all services and rentals early to receive a discount.

*Helium balloons are **NOT** allowed on the premises.*

## SMOKING AND ALCOHOLIC BEVERAGES

The Winnipeg Convention Centre is a Non-Smoking environment, which includes the loading dock area. Smoking is only allowed in designated areas of the Winnipeg Convention Centre. Alcoholic beverages are not permitted on the show floor.

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## SOLICITATION

No peddlers or agents are allowed on the premises. Distribution or depositing of advertisements or handbills is **NOT ALLOWED** without the express permission of Show Management. (City By-Law # 1076-75).

**Please report anyone who appears to be soliciting business in the exhibit hall to Show management.**

**All Exhibitors must NOT solicit or sell outside their own display areas.**

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## SOUND LEVELS

When audio equipment is being used or product demonstrations conducted, please remember to be considerate of surrounding Exhibitors. Show Manager reserves the right to mediate any sound disputes, which may arise between Exhibitors.

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## STAFFING OF EXHIBITS

*All booths must be staffed at all times.*

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## WINNIPEG CONVENTION CENTRE

For additional electrical, banner hanging, water and gas requirements please contact the Winnipeg Convention Centre at 956-1720.