



IMPORTANT EXHIBITOR INFORMATION

EXPO HALL HOURS

Full Conference Dates: Thursday November 15th to Sunday November 18th, 2018

Expo Hall Dates: Saturday November 17th 9:00am – 4:00pm &
Sunday November 18th 9:30am – 2:30pm

Location: Vancouver Convention Centre, 1055 Canada Place, V6C 0C3

Expo Hall location: West Building, Ballroom A

Move-in: Friday November 16th from 3:00pm - 8:00pm

Move-out: Sunday November 18th from 2:30pm – 7:00pm

All exhibitors are asked to be in their booths and ready by opening hours.

BOOTH TEAR-DOWN

Tear-down: Exhibitors may begin to tear down their booth at 2:30pm on Sunday November 18th. Exhibitor booth and materials must be removed by 7:00PM. Please **REMOVE** and tear down **ALL BOXES** in the bins provided. Loading dock will be available to use on a first come first served basis.

NO BREAKING DOWN OR DISMANTLING OF EXHIBITS will be permitted before the event officially closes at 3:00PM on Sunday November 18th. If an exhibitor infringes this rule, they will be assessed a fee of \$1,000.00 and may be banned from future canfitpro events.

Exhibitors must remain open in accordance with the show hours, or as amended by canfitpro.

EXHIBITOR BADGES

All staff working your booth must have an exhibitor badge for entry to the show. Any staff hired for booth set-up prior to the show will not require a badge. You must register your badges prior to the event. To pick up your badges, please visit the Exhibitor Check-in Desk at Registration in the West Building Lobby, open:

Friday November 16th 3:00pm – 8:00pm

Saturday November 17th 7:00am – 10:00am

Sunday November 18th 8:30am – 10:30am

STANDARD BOOTH

10' X 10' Booth. Exhibitor fee includes one 8' undraped table and two fabric chairs per company. Extras like electrical, internet, accessories, signs etc are not included. These items are the sole responsibility of the exhibitor and may be ordered through Levy Show Service Inc. (exhibit service provider) or the Vancouver Convention Centre. If you require any of these items and you have not placed an order in advance, Levy Show Service Inc. and the Convention Centre will be available on-site during move-in hours.

BOOTH SUBLETTING

Subletting, assignment or apportionment of the whole or any part of the booth space by any exhibitor is prohibited. No exhibitor may permit any other party to exhibit in their space.

PARKING

There is pay parking available at Impark at Vancouver Convention Centre at 1055 Canada Place (West Facility) for \$33.00 per day.

There is also parking at 999 Canada Place – Vinci Park (East Facility). Please visit website for details:

<https://canadaplace.westpark.com/reserve-a-space.html>

EXCESSIVE NOISE

canfitpro Management reserves the right to restrict exhibits which, because of noise, safety hazards or for any other reason becomes objectionable. Questionable exhibits shall be modified at the request of canfitpro. canfitpro reserves the right to close the exhibit of any exhibitor who refuses to conform to the rules which apply to all exhibitors.

SALES AND MARKETING

Exhibitors are prohibited from selling and or displaying products/services and or other materials outside of their exhibit space and exhibition area during the event.

SAMPLES - FOOD OR BEVERAGES

The Vancouver Coastal Health has strict guidelines regarding food and beverage sampling. All exhibitors were asked to complete a vendor application form in advance (found in the Exhibitor Manual online). If you have not completed this form you will not be permitted to sample.

FLOOR PLAN

canfitpro reserves the right to select and relocate exhibitors in order to maintain a balance of products and services at the show.

CANCELLATION OF THE CONTRACT

All sales are final. No refunds will be issued.

Vancouver Fitness Expo – open to everyone!

We're excited to be open to the general public and offer **FREE admission!** Be sure to share your participation on social media and tell your followers to come visit you at the canfitpro Vancouver Fitness Expo! Use hashtag #vanfitnessexpo and tag @canfitpro. Free tickets are available [online](#) or at the registration desk onsite.

CONFERENCE SESSION BREAKS

Saturday November 17th

9:15am – 9:30am

10:45am – 11:30am

1:00pm – 2:00pm

3:30pm – 4:00pm

Sunday November 18th

9:30am – 10:00am

11:30am – 12:30pm

2:00pm – 2:30pm