

WELCOME SELLER

Rendez-vous Canada 2020
May 5-8, 2020
Québec City Convention Centre

Dear Seller:

Goodkey Show Services Ltd. , is pleased to learn that your company will be participating at the **Rendez-vous Canada 2020** on **May 5-8, 2020** at the **Québec City Convention Centre** . We would like to assist in making your participation successful.

As the official contractor for the show, we are enclosing various equipment rental and service order forms for your information and use. We suggest that you anticipate your requirements, complete all appropriate forms and return them immediately. For those exhibitors who want to utilize our online ordering the code for this event is **RVC56820**

Please Note: Deadline order date to qualify for early bird prices is **Wednesday April 22, 2020**. All orders processed after the deadline date would be considered late order and regular prices will apply. Goodkey Show Services requires payment in full at the time orders are placed.

This kit is digitally fillable! Just open it in Adobe Acrobat or a similar program to complete.

IMPORTANT DATES

Event	Date	DD/MM/YY	Start Time	End Time
Early Pre-Approved Seller Move-In	Monday	04/05/20	04:00 pm	09:00 pm
Early Move-In	Tuesday	05/05/20	09:00 am	05:00 pm
Show Hours - Day 1	Wednesday	06/05/20	08:00 am	05:00 pm
Show Hours - Day 2	Thursday	07/05/20	08:00 am	05:00 pm
Show Hours - Day 3	Friday	08/05/20	08:00 am	05:00 pm
Move-out	Friday	08/05/20	05:00 pm	09:00 pm

Special Notes: ADVANCED SELLER MOVE-IN APPROVAL

*Sellers with large or complex assembly requirements that CANNOT be assembled within the allotted specific MOVE-IN-DAY **Monday May 4, 2020** time frame MUST apply in writing to the RVC Project Office (jrosewarne@tiac-aitc.ca) for any special arrangements/permissions to gain early access prior to the prescribed **Monday May 4, 2020**.

The request must be made not later than **April 3, 2020**.

** Goodkey Show Services is the exclusive provider of material handling services for this event.



Decorating | Graphic Design | Logistics | Customer Service

Head Office
5506 - 48 St NW
Edmonton, AB T6B 2Z1

Vancouver Warehouse
Unit 10, 3751 North Fraser Way
Burnaby, BC V5J 5G4

toll free 1.877.726.2211 | fax 780.426.5734 | goodkey.com



Important Message Regarding Installation and Dismantle of Booths

Please be advised that due to availability and access to the Quebec City Convention Centre, Rendez-vous Canada will implement the following schedule for RVC 2020.

Standard Seller Move-in

Tuesday, May 05, 2020 - 8:00 am to 5:00 pm

All selling organizations have access to the marketplace floor. No prior request required.

Advance Seller Move-in

Monday, May 04, 2020 - 4:00 pm to 9:00 pm only

If you are a seller with a large or complex booth to install, in order to gain early access on Monday, May 04, 2020 - 4 pm to 9 pm for the set up of it, a written request must be submitted to the RVC Project Office no later than Friday, April 3th, to get permission. No access will be permitted without it until the official setup day Tuesday May 5th.

Please note: Organizations that have contracted with Goodkey Show Services Ltd., the Official RVC Display Contractor, your booth/ display installation will be completed Monday, May 04, 2020 by 4pm.

No access will be granted before 4 pm.

Should you require addition time and need to work later than 9 pm, this can be arranged in advance by contacting the RVC Project Office no later than Friday, April 3rd. Additional labour and security charges may apply.

Move Out

Friday, May 08, 2020 - 5:00 pm to 9:00 pm

Dismantling of booth/ displays can commence after the last appointment at 5:00 on Friday, May 08, 2020.

Return of crates and boxes to individual booths will commence once delegates vacate the marketplace floor.

Goodkey Show Services is the exclusive provider of material handling services for RVC 2020.

RVC Project Office: Jamie Rosewarne
Director, Events and Logistics
613-238-9487
jrosewarne@tiac-aitc.ca

**** Please note that Goodkey Show Services is the exclusive provider of Material Handling services for this event.**

SHIPPING, LABELING, AND MATERIAL HANDLING

For those sellers that will be shipping their goods directly to Goodkey Show Services Ltd. as advanced shipment or to the Québec City Convention Centre as onsite shipment, please fill out our Material Handling form and return to us with the Method of Payment form. Please refer to the Material Handling form inclusion/exclusion of service

ADVANCED WAREHOUSE RECEIVING

DIRECT SHIPPING RECEIVING

To: Seller Company Name & Booth Number

Québec City Convention Centre

Rendez-vous Canada 2020

855 Jean-Jacques-Bertrand

c/o Goodkey Show Services

Québec, QC G1R 5V3

Transkid

1800, Leon-Harmel

c/o RVC 2020

Québec City, QC G1N 4R9

GOODKEY SHOW SERVICES LTD.

(NAME OF SELLER) - BOOTH# _____

From: Seller Company Name & Address

Québec City Convention Centre, Booth #

BOOTH EQUIPMENT PROVIDED BY SHOW MANAGEMENT

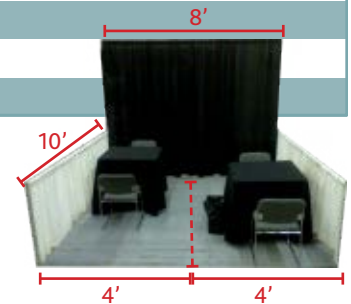
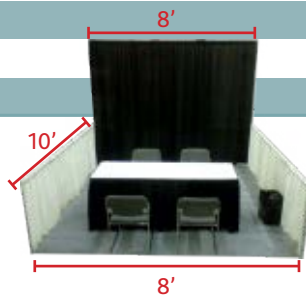
RVC BOOTH DECOR MARKETPLACE SET-UP (Per 8' wide x 10' deep Booth Space)

Standard Booth set up - Provided Items

- 8'h Backwall Drape (Black)
- 3'h Sidewall Drape (White)
- (X1) 6' Skirted Table (Black Skirt, White Top)
- (X4) Chairs
- (x1) Wastepaper Basket

PMO & Shared booth set-up - Provided Items

- 8'h Backwall Drape (Black)
- 3'h Sidewall Drape (White)
- (X1) 32" Square Table (2 per 8'x10' booth, Black table cloths)
- (X2) Chairs (4 per 8' x 10' booth)
- (x1) Wastepaper Basket



We realize exhibiting in a convention can be complicated. If you need assistance or require additional information not covered in the Sellers Kit, please do not hesitate to contact us at any of the following:

By email: info@goodkey.com or exhibitorservices@goodkey.com
 By telephone: **780.426.2211** or **877.726.2211** Toll Free North America Only
 By fax: **780.426-5734** or **888-426-5734** Toll Free North America Only
 OR

Visit us at our web site at www.goodkey.com

We look forward to serving you !



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Step by Step Instructions for ordering online

Show Name: Rendez-vous Canada 2020

Show Code: RVC56820

Show Date: May 5-8, 2020

Go to www.goodkey.com

- Click "**order online**" from the menu near the top of the page.
- Register your company if you have not registered at the Goodkey site before. *Please note: Your Default User name will be your e-mail address, and the preselected password is "**blue**". You can then go into your account and change your password.
- Put in your "**show code**" (see above)
- You are now at the show info page that will tell you the move-in and move-out information along with the furnishings and colors that are supplied by your show organizer.
- If you would like to order extra furnishings, material handling, labour, etc please click on "**main**" on top of the page.
- Pick from categories listed and click on the sub category **products** or **services** of your choice.
- To add to your order, click on "**back to main**" beside "**view my cart**" or click the drop down on "**select new order**" and proceed to add to your order(s).
- Once you are completely satisfied with your order(s) click on "**confirm my cart**" at the bottom of the page.
- Put a "**check mark**" on the terms and conditions - at this point please note the message that will pop up and click OK.
- Click "**pay online**" and complete the required fields.
- Click "**complete payment**" and print your receipt.

The system will automatically send you the confirmation of your order through the email you have provided at the time of registration.

DOCUMENTS

Visit the online documents section to download show related documents such as order forms, sample customs forms, product brochures, etc.

IMPORTANT!

All exhibitors must complete the Material Handling Agreement before the specified show date(s).
Not required for POV's (personal vehicles or company owned vehicles)

We're here for you

At Goodkey Show Services Ltd., We know that exhibiting at your first show or even if you are a seasoned pro it can be complicated so we are here to help. From walking you through a first time online order or just providing some piece of mind confirming that you will be taken care of, we are here to help! We are here to take care of you, if you need anything Just give us the word, and we'll take care of the rest.

We believe in building relations with our clients, we understand the importance and value of good quality customer service and also that your time is valuable. When you call Goodkey you will always be greeted by a person, not a machine.

National Service Centre

Open - Monday - Friday 8:00 AM - 4:30 PM (MST)

Tel - 780.426.2211

Toll Free - 1.877.726.2211 (North America only)

Fax - 780.426.5734

Email - info@goodkey.com



CARPET FORM

IMPORTANT! This form must be accompanied with payment before processing will begin.

Name of Company:	Contact Name & Email:	Booth Number:
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QTY	DESCRIPTION	EARLY BIRD	REGULAR PRICE	TOTAL
CARPET FOR STANDARD SIZE BOOTHS				
	10' x 10'	\$222.60	\$278.25	
	10' x 20'	\$445.47	\$556.76	
	10' x 30'	\$759.23	\$949.23	
CARPET FOR BOOTHS GREATER THAN 300 SQ/FT (CUSTOM CUT)				
Other sizes laid @ \$3.13 per square foot		\$3.13/sq.ft	\$3.91/sq.ft	
Size: _____ ft x _____ ft= _____ sq/ft				



designer carpet line by

GOODKEY
SHOW SERVICES LTD.

CLASSIC CARPET COLOR CHOICE Please check one ☒

				
☐ Red	☐ Blue	☐ Grey	☐ Black	☐ Forest Green

CARPET UNDERLAY				
Size: _____ ft x _____ ft= _____ sq/ft		\$1.46/sq.ft	\$1.83/sq.ft	
DOUBLE UNDERLAY				
Size: _____ ft x _____ ft= _____ sq/ft		\$2.92/sq.ft	\$3.65/sq.ft	
POLY (VISQUEEN)				
Size: _____ ft x _____ ft= _____ sq/ft		\$1.21/sq.ft	\$1.52/sq.ft	

UNDER CARPET WIRING CUT (does not include install)

Booth Size: _____ ft x _____ ft= _____ sq/ft	\$3.96/sq.ft
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DISCLAIMER: A replacement cost of the carpet will be assessed if the rented carpet was intentionally damaged and/or deemed unusable after the event.

SPECIAL INSTRUCTIONS

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- Guaranteed new high quality carpet available in a variety of new designer colors
- Price includes Visqueen covering, delivery, installation, carpet tape, and carpet removal
- No material handling charges when ordered from Goodkey

DESIGNER CARPET COLOR CHOICE Please check one ☒

Snow White ☐			☐ Grape Purple PMS 525
Alpine Green ☐			☐ Apple Green PMS 368
Ocean Blue ☐			☐ Spicy Pink PMS 226
Lemon Yellow ☐			☐ Tangerine Orange PMS 1375
Silky Beige ☐			☐ Chocolate PMS 469

100 - 700 SQ FT.	Booth Size: _____ ft x _____ ft= _____ sq/ft	\$4.80/sq.ft
700 - 1200 SQ FT.	Booth Size: _____ ft x _____ ft= _____ sq/ft	\$4.50/sq.ft

SUBTOTAL		
FOR OFFICE USE ONLY		
☐ 25% LATE ORDER SURCHARGE		
☐ 35% CANCELLATION FEE ADJUSTED SUBTOTAL		
14.975% H.S.T		
TOTAL AMOUNT DUE		

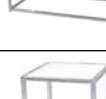
GST/HST REGISTRATION#: 121717813 RT

To qualify for Pre-Show Prices orders must be received 14 days prior to event date. A 35% cancellation fee will be processed for orders received and then canceled. If service has already been provided, 100% of original order will be applied. We reserve the right to adjust orders calculated inaccurately or received after the Pre-Show Date. All prices in Canadian dollars.

FURNITURE FORM

IMPORTANT! This form must be accompanied with payment before processing will begin.

Name of Company:	Contact Name & Email:	Booth Number:
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TABLES					SEATING																				
DESCRIPTION	QTY	EARLY BIRD	REGULAR PRICE	TOTAL	DESCRIPTION	QTY	EARLY BIRD	REGULAR PRICE	TOTAL																
 Chrome Cruiser Table 30" dia - 40" tall		\$170.93	\$213.59		 Folding Chair Green Plastic		\$23.32	\$29.42																	
 Cruiser Table 30" dia - 40" tall		\$158.21	\$197.96		 Secretarial Chair Black Fabric		\$77.91	\$97.52																	
 Lycra Cruiser Cover ☐ BLACK ☐ WHITE ☐ GREEN ☐ PURPLE ☐ BLUE		\$51.94	\$64.66		 Leather Side Chair Black Leather Seat		\$96.46	\$120.31																	
 Pedestal Table 30" dia - 29" tall		\$86.39	\$108.12		 Stool with Backrest ☐ Black Fabric		\$123.49	\$154.50																	
 Lycra Pedestal Cover ☐ BLACK ☐ WHITE ☐ GREEN ☐ PURPLE ☐ BLUE		\$47.17	\$59.10		 Bar Stool Black Faux Leather		\$115.01	\$143.63																	
 Square Table Available in 2 heights ☐ Cruiser 40" tall ☐ Pedestal 29" tall		\$86.39	\$108.12		 Mini Bar Stool Black Faux Leather 25" tall		\$82.95	\$103.62																	
 Round Table Available in 2 heights ☐ Cruiser 40" height ☐ Pedestal 29" height		\$86.39	\$108.12		FURNITURE COMBOS <table border="1"> <thead> <tr> <th>DESCRIPTION</th> <th>QTY</th> <th>REGULAR PRICE</th> <th>TOTAL</th> </tr> </thead> <tbody> <tr> <td> Barstool Combo Includes: - 2 regular height Bar Stools - 1 Cruiser Table (40" tall)</td> <td></td> <td>\$291.76</td> <td></td> </tr> <tr> <td> Mini Barstool Combo Includes: - 2 Mini Bar Stools - 1 Pedestal Table (29" tall)</td> <td></td> <td>\$173.05</td> <td></td> </tr> </tbody> </table>					DESCRIPTION	QTY	REGULAR PRICE	TOTAL	 Barstool Combo Includes: - 2 regular height Bar Stools - 1 Cruiser Table (40" tall)		\$291.76		 Mini Barstool Combo Includes: - 2 Mini Bar Stools - 1 Pedestal Table (29" tall)		\$173.05					
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 Coffee Table 30" dia - 18" tall		\$73.41	\$91.95																						
 Chrome Coffee Table 36" x 36"		\$111.30	\$139.13																						
 Chrome Coffee Table 24" x 48"		\$111.30	\$139.13		<table border="1"> <tr> <td colspan="2">SUBTOTAL</td> <td></td> <td></td> </tr> <tr> <td colspan="4">FOR OFFICE USE ONLY ☐ 25% LATE ORDER SURCHARGE ☐ 35% CANCELLATION FEE ADJUSTED SUBTOTAL</td> </tr> <tr> <td colspan="2">14.975% H.S.T</td> <td></td> <td></td> </tr> <tr> <td colspan="2">TOTAL AMOUNT DUE</td> <td></td> <td></td> </tr> </table>					SUBTOTAL				FOR OFFICE USE ONLY ☐ 25% LATE ORDER SURCHARGE ☐ 35% CANCELLATION FEE ADJUSTED SUBTOTAL				14.975% H.S.T				TOTAL AMOUNT DUE			
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 Chrome End Table 18" x 18"		\$84.01	\$104.94																						

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OPTIMUM FURNITURE FORM

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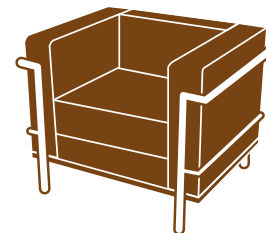
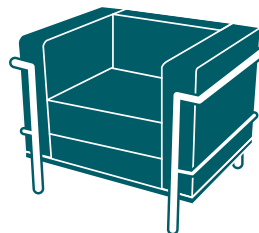
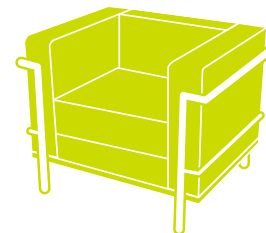
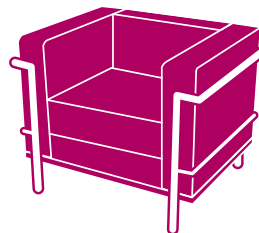
SEATING				
DESCRIPTION	QTY	EARLY BIRD	REGULAR PRICE	TOTAL
 Corbusier Sofa ☐ BLACK ☐ WHITE		\$737.50	\$921.94	
 Corbusier Loveseat ☐ BLACK ☐ WHITE		\$665.68	\$832.10	
 Corbusier Chair ☐ BLACK ☐ WHITE		\$428.24	\$535.30	
 Mini Chrome Flop Back Leather Seat/33" tall ☐ WHITE		\$115.01	\$143.63	
 JLO Bar Stool 36" tall ☐ BLACK ☐ WHITE		\$103.88	\$129.85	
 Chrome Flop Back Leather Seat/45" tall ☐ BLACK ☐ WHITE		\$154.50	\$193.19	
 Shania Bar Stool ☐ BLACK ☐ WHITE		\$103.62	\$129.59	

TABLES				
DESCRIPTION	QTY	EARLY BIRD	REGULAR PRICE	TOTAL
 Wood Top Chrome Coffee Table 36" x 36"		\$164.30	\$205.38	
 Wood Top Chrome Coffee Table 24" x 48"		\$164.30	\$205.38	
 Wood Top Chrome End Table 18" x 18"		\$137.00	\$171.19	

OPTIMUM FURNITURE COMBOS			
DESCRIPTION	QTY	REGULAR PRICE	TOTAL
 Chrome Combo Includes: - 2 Chrome Flop Back Chairs (Black leather seat) - 1 Chrome Cruiser Table (40" tall)		\$387.96	
 Wood Top Combo Includes: - 2 Chrome Flop Back Chairs (Black leather seat) - 1 Wood Top Cruiser Table (40" tall) ☐ ROUND ☐ SQUARE		\$304.22	
 Boardroom Combo Includes: - 1 Wooden Table (85"[L] x 42"[W] x 30"[H]) - 6 leather chairs		\$930.68	

SAVINGS OF 25%

ONLY VALID PRIOR TO ORDER DEADLINE DATE



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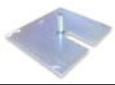
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DRAPE & TABLES FORM

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Name of Company:	Contact Name & Email:	Booth Number:
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	TABLES & COUNTERS		STAGING	
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QTY	DESCRIPTION	EARLY BIRD	REGULAR PRICE	TOTAL	QTY	DESCRIPTION	EARLY BIRD	REGULAR PRICE	TOTAL
	8'x2'x29"[h] Decorated Table (3 sides)	\$112.36	\$140.45			4'x8'x24" high Sections White Vinyl Top	\$154.50	\$193.19	
	6'x2'x29"[h] Decorated Table (3 sides)	\$112.36	\$140.45		STAGE SKIRT COLOR CHOICE Please check one ☒				
	Upgrade Decorated Table (4 sides) ADD	\$44.52	\$55.65		 ☐ WHITE  ☐ BLUE  ☐ GREY  ☐ BLACK  ☐ RED				
	4'x2'x29"[h] Decorated Table (4 sides)	\$112.36	\$140.45		 HARDWARE ACCESSORIES (Installation not included)				
	8'x2'x40"[h] Decorated Counter (3 sides)	\$166.95	\$208.82						
	6'x2'x40"[h] Decorated Counter (3 sides)	\$166.95	\$208.82						
	Upgrade Decorated Counter (4 sides) ADD	\$58.04	\$72.61						
	4'x2'x40"[h] Decorated Counter (4 sides)	\$166.95	\$208.82						
	Undecorated Table ☐ 8' ☐ 6' ☐ 4'	\$63.07	\$78.70						

SKIRT COLOR CHOICE Please check one ☒

						
☐ WHITE	☐ BLUE	☐ GREY	☐ TEAL	☐ BLACK	☐ RED	☐ NAVY

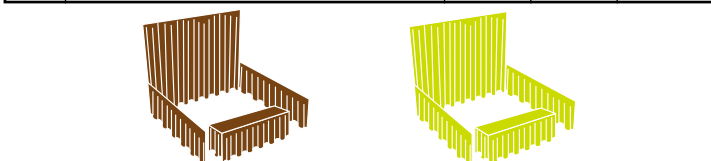
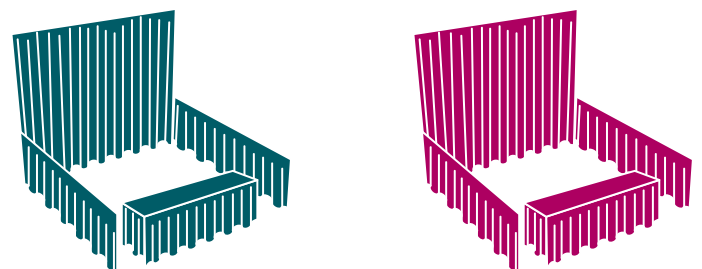
	DRAPE PARTITIONING	
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QTY	DESCRIPTION	EARLY BIRD	REGULAR PRICE	TOTAL
	8' High - per linear foot	\$8.48	\$10.60	
	3' High - per linear foot	\$5.46	\$6.84	

DRAPE COLOR CHOICE Please check one ☒

						
☐ WHITE	☐ BLUE	☐ GREY	☐ TEAL	☐ BLACK	☐ RED	☐ NAVY
						
	☐ GOLD	☐ FOREST GREEN	☐ BURGUNDY			

	10' High Black "Velour" - per linear foot	\$20.99	\$26.24	
	16' High Black - per linear foot	\$16.11	\$20.14	



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ACCESSORIES FORM

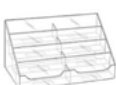
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LITERATURE & BUSINESS CARD DISPLAYS

DESCRIPTION	QTY	EARLY BIRD	REGULAR PRICE	TOTAL
 Chrome Lit Rack 8 wire slots Fits 8.5" x 11"		\$162.18	\$202.73	

CLEAR ACRYLIC

DESCRIPTION	QTY	EARLY BIRD	REGULAR PRICE	TOTAL
 Single Literature Fits up to 9.25" x 10.75"		\$41.87	\$52.47	
 3 Tier Literature Fits up to 9.25" x 10.75"		\$72.88	\$91.16	
 Single Business Card Fits standard card		\$16.16	\$20.14	
 4 Tier Business Card Fits standard card		\$28.36	\$35.51	
 4 Double Tier Business Card Fits standard card		\$72.88	\$91.16	

LIVE PLANTS

QTY	DESCRIPTION	EARLY BIRD	REGULAR PRICE	TOTAL
	Plant - Live Tropical 3'	\$85.06	\$106.53	
	Plant - Live Tropical 4'	\$87.98	\$109.71	
	Plant - Live Tropical 5'	\$112.36	\$140.45	
	Small Floral Arrangement	Price TBA	Price TBA	
	Medium Floral Arrangement	Price TBA	Price TBA	
	Large Floral Arrangement	Price TBA	Price TBA	

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DISPLAY ACCESSORIES FORM

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OCTANORM COUNTERS AND RISERS					MISC				
DESCRIPTION	QTY	EARLY BIRD	REGULAR PRICE	TOTAL	DESCRIPTION	QTY	EARLY BIRD	REGULAR PRICE	TOTAL
 Counter Door & storage shelf 20"[d]x40"[w]x40"[h]		\$227.64	\$284.61		 Poster Board (Black) Double Sided 4'[h] x 8'[w] <i>*Material is hook velcro receptive</i>		\$120.05	\$149.99	
COUNTER WITH FULL COLOR GRAPHIC ~Be noticed!		\$335.23	\$418.97		 Peg Board (White) 1/8" holes		\$120.05	\$149.99	
 Door & storage shelf 20"[d]x40"[w]x40"[h]	Display your company logo or branding • Full color digital printing • Image size: 962mm[w] x 912mm[h] Send logo in .eps format along with directions to signsondemand@goodkey.com an email will be sent confirming receipt of logo and proof of signage				 Peg Board Hooks		\$0.73	\$0.91	
					 Hook Velcro 6 yards per box Self adhesive		\$29.95	\$37.63	
					 Loop Velcro 6 yards per box Self adhesive		\$29.95	\$37.63	
GOODKEY APPROVED TAPE (does not damage hardware)									
 Show Case Two shelves 20"[d]x38"[w]x49"[h]		\$342.38	\$428.24		 Removable Double-sided Foam Tape 10 pieces per pad 2" x 1" pieces <i>*price per pad</i>		\$31.80	\$39.75	
 Jewelry Case One shelf with lights 20"[d]x38"[w]x49"[h]		\$303.43	\$379.48		 Removable Double-sided Foam Tape Roll 30ft roll x 1" wide <i>*price per roll</i>		\$63.60	\$79.50	
 Computer Counter 29"[d]x40"[w]x40"[h]		\$276.93	\$346.36						
 Computer Counter w/ Graphic 29"[d]x40"[w]x40"[h] Image size: 962mm[w] x 912mm[h]		\$375.77	\$469.85						
 Product Risers 3 glass shelves 20"x20" 15", 33", 38" tall		\$332.57	\$415.79						
 Ballot Box / Single Show Case 20"[d]x20"[w]x40"[h] ☐ Closed Top ☐ Slotted Top		\$166.95	\$208.82						
GST/HST REGISTRATION#: 121717813 RT									
SUBTOTAL									
FOR OFFICE USE ONLY									
☐ 25% LATE ORDER SURCHARGE									
☐ 35% CANCELLATION FEE ADJUSTED SUBTOTAL									
14.975% H.S.T									

To qualify for Pre-Show Prices orders must be received 14 days prior to event date. A 35% cancellation fee will be processed for orders received and then canceled. If service has already been provided, 100% of original order will be applied. We reserve the right to adjust orders calculated inaccurately or received after the Pre-Show Date. All prices in Canadian dollars.

SIGNAGE & DIGITAL PRINTING FORM

Name of Company:	Contact Name & Email:	Booth Number:
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DESCRIPTION	QTY	EARLY BIRD	REGULAR PRICE	TOTAL
OCTANORM GRAPHICS				
 Full Color Counter Upgrade 962mm (w) x 912mm (h) <i>(Counter rental required)</i>		\$95.40	\$119.25	
 Freestanding Flush Backwall 2930mm (w) x 2480mm (h) <i>(Wall rental included)</i>		\$1,335.60	\$1,669.50	
FABRIC SIGNAGE				
 Curved Fabric Backwall - Double Sided 10' (w) x 8' (h) [Graphic 2410mm x 2220mm] (comes with frame, print, and canvas bag)		\$848.00	\$1,060.00	
 Hanging Fabric Halo - Many Custom Designs available 10' (w) x 3' (h) generic size <i>(Does not include hanging fee, allow 3 weeks min. for order)</i>		Call for quote		
STAND ALONE SIGNAGE				
 Medium Retractable Pop Up Banner 850mm (w) x 2000mm (h) visible (comes with hardware, print, and canvas bag)		\$159.00	\$198.75	
 Large Retractable Pop Up Banner 1000mm (w) x 2000mm (h) visible (comes with hardware, print, and canvas bag)		\$243.80	\$304.75	
 Vinyl Banner 119" (w) x 36" (h) (Cost includes banner, installation hardware and labour to install)		\$371.00	\$463.75	
 Sintra Sign 96" (w) x 24" (h) hanging off backwall with S hooks (Cost includes sign, installation hardware and labour to install)		\$254.40	\$318.00	
If artwork is not supplied as print ready, a minimum of \$53.00 will be charged to modify art files		\$53.00		
*SIGNAGE STORAGE - Indicate if you will be needing the signage again, if not it will be recycled after the event		Call for quote		

Contact us for a consultation about custom sizes, items, and printing options. Subject availability of supplies and time-lines.

ALL ARTWORK IS DUE BY THE ORDER DEADLINE DATE

GST/HST REGISTRATION#: 121717813 RT

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AUDIO / VISUAL FORM

IMPORTANT! This form must be accompanied with payment before processing will begin.

Name of Company:	Contact Name & Email:	Booth Number:
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ACCESSORIES (the items below do not include monitor rentals)

DESCRIPTION	QTY	EARLY BIRD	REGULAR PRICE	TOTAL
Counter with graphic - 962mm x 912mm (see illustration below)		\$335.23	\$418.97	
Freestanding Octanorm Stand with graphic - 782mm x 302mm (see illustration below)		\$384.52	\$480.71	
Freestanding Gondola with graphic (see illustration below)		\$271.36	\$339.20	
Wall-mount Bracket (Monitor not included, requires hardwall rental to mount to)		\$65.45	\$81.89	



SPECIAL INSTRUCTIONS

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	SUBTOTAL	
	FOR OFFICE USE ONLY ☐ 25% LATE ORDER SURCHARGE ☐ 35% CANCELLATION FEE ADJUSTED SUBTOTAL	
	14.975% H.S.T	
GST/HST REGISTRATION#: 121717813 RT	TOTAL AMOUNT DUE	

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INSTALLATION & DISMANTLE LABOUR FORM

IMPORTANT! This form must be accompanied with payment before processing will begin.

Name of Company:	Contact Name & Email:	Booth Number:
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INSTALLATION & DISMANTLE RATES

Regular Time (RT):	8:00 am - 4:00 pm Monday to Friday	\$76.32/hr.
Overtime (OT):	4:00 pm - 6:00 pm Monday to Friday 8:00 am - 4:00 pm Saturday and Sunday	\$114.48/hr.
Double Time (DT):	All other hours including Sundays and statutory holidays	\$152.64/hr.

INSTALLATION: (estimated requirements) MINIMUM OF 2 HOURS

labourers	hours	\$76.32/hr. (RT)	\$
labourers	hours	\$114.48/hr. (OT)	\$
labourers	hours	\$152.64/hr. (DT)	\$
Date Required:	Start Time:	Finish:	

DISMANTLE: (estimated requirements) MINIMUM OF 2 HOURS

labourers	hours	\$76.32/hr. (RT)	\$
labourers	hours	\$114.48/hr. (OT)	\$
labourers	hours	\$152.64/hr. (DT)	\$
Date Required:	Start Time:	Finish:	

Client Supervised? ☐ Yes ☐ No If yes, Supervisors name: _____

Supervised by Goodkey Show Services Ltd.? ☐ Yes ☐ No If yes, add 25% to total estimated charges

The exhibit consists of _____ shipping cases or crates (Please do not include cartons/boxes of literature or products)

Ladders Required: _____

SPECIAL INSTRUCTIONS



GST/HST REGISTRATION#: 121717813 RT

TOTAL ESTIMATED CHARGE	
25% SUPERVISION FEE	
SUBTOTAL	
FOR OFFICE USE ONLY ☐ 25% LATE ORDER SURCHARGE ☐ 35% CANCELLATION FEE ADJUSTED SUBTOTAL	
14.975% H.S.T	
TOTAL AMOUNT DUE	

To qualify for Pre-Show Prices orders must be received 14 days prior to event date. A 35% cancellation fee will be processed for orders received and then canceled. If service has already been provided, 100% of original order will be applied. We reserve the right to adjust orders calculated inaccurately or received after the Pre-Show Date. All prices in Canadian dollars.



Head Office
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Edmonton, AB T6B 2Z1

Vancouver Warehouse
Unit 10, 3751 North Fraser Way
Burnaby, BC V5J 5G4

toll free 1.877.726.2211 | fax 780.426.5734 | goodkey.com

Order Deadline:
April 22, 2020

Show Name:
Rendez-vous Canada 2020

Show Date:
May 5-8, 2020

MATERIAL HANDLING - AN EXCLUSIVE SERVICE TO GOODKEY

IMPORTANT! This form must be accompanied with payment before processing will begin.

Name of Company:	Contact Name & Email:	Booth Number:
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ONSITE MATERIAL HANDLING

Date: MAY 4, 2020

- RECEIVE & STORE SHIPMENT UP TO 1 DAY PRIOR TO SHOW OPENING
- DELIVERY OF SHIPMENT FROM SHIPPING AREA TO BOOTH
- REMOVING OF EMPTY CONTAINERS FROM BOOTH TO STORAGE AREA
- RETURNING OF EMPTY CONTAINERS TO BOOTH UPON SHOW CLOSING
- RELOADING OF SHIPMENT FROM BOOTH TO EXHIBITOR ARRANGED OUTBOUND CARRIER

\$86.92 per hundred pounds (lbs.) (\$222.60 minimum charge)

Weight _____ @ \$0.87/cwt _____

Carrier Name: _____ # of pcs. _____

Bill of Lading # _____

SUBTOTAL		
FOR OFFICE USE ONLY		
☐ 25% LATE ORDER SURCHARGE		
☐ 35% CANCELLATION FEE ADJUSTED SUBTOTAL		
14.975%		
TOTAL AMOUNT DUE		

GST/HST REGISTRATION#: 121717813 RT

To qualify for Pre-Show Prices orders must be received 14 days prior to event date. A 35% cancellation fee will be processed for orders received and then canceled. If service has already been provided, 100% of original order will be applied. We reserve the right to adjust orders calculated inaccurately or received after the Pre-Show Date. *All prices in Canadian dollars.*

CONDITIONS

- ALL ORDERS MUST BE PREPAID
- ALL ORDERS RECEIVED AFTER THE DEADLINE DATE WILL BE SUBJECT TO A 25% LATE FEE
- PLEASE ARRANGE SHIPMENTS TO ARRIVE BETWEEN 8:00 AM - 4:00 PM

*RESHIPPING: Exhibitors must arrange for pickup at show site, all items must be labeled and include completed bill of lading. Material not removed from exhibit area by specified time will be shipped collected by first available carrier.

ONSITE LABELING

Rendez-vous Canada 2020

NAME OF SELLER - BOOTH #

c/o GOODKEY SHOW SERVICES LTD.

Québec City Convention Centre

855 Jean-Jacques-Bertrand

Québec, QC G1R 5V3

LIMITS AND LIABILITIES

ADVANCED MATERIAL HANDLING

Starting: APRIL 8, 2020

Deadline: APRIL 29, 2020

- RECEIVE & STORE SHIPMENT UP TO 30 DAYS IN ADVANCED WAREHOUSE
- DELIVERY OF SHIPMENT FROM ADVANCED WAREHOUSE TO SHOW SITE
- FIRST PRIORITY UNLOADING STATUS
- REMOVING OF EMPTY CONTAINERS FROM BOOTH TO STORAGE AREA
- RETURNING OF EMPTY CONTAINERS TO BOOTH UPON SHOW CLOSING
- RELOADING OF SHIPMENT FROM BOOTH TO EXHIBITOR ARRANGED OUTBOUND CARRIER

\$126.14 per hundred pounds (lbs.) (\$270.30 minimum charge)

Weight _____ @ \$1.26/cwt _____

Carrier Name: _____ # of pcs. _____

Bill of Lading # _____

SUBTOTAL		
FOR OFFICE USE ONLY		
☐ 25% LATE ORDER SURCHARGE		
☐ 35% CANCELLATION FEE ADJUSTED SUBTOTAL		
14.975% H.S.T		
TOTAL AMOUNT DUE		

GST/HST REGISTRATION#: 121717813 RT

CONDITIONS

- ALL ORDERS MUST BE PREPAID
- ALL ORDERS RECEIVED AFTER THE DEADLINE DATE WILL BE SUBJECT TO A 25% LATE FEE
- PLEASE ARRANGE SHIPMENTS TO ARRIVE BETWEEN 8:30 AM - 3:30 PM, MONDAY - FRIDAY
- LOOSE AND UNCRATED SHIPMENTS WILL NOT BE RECEIVED BY ADVANCED WAREHOUSE

*RESHIPPING: Exhibitors must arrange for pickup at show site, all items must be labeled and include completed bill of lading. Material not removed from exhibit area by specified time will be shipped collected by first available carrier.

ADVANCED WAREHOUSE LABELING

Rendez-vous Canada 2020

NAME OF EXHIBITING COMPANY - BOOTH #

c/o GOODKEY SHOW SERVICES LTD.

Transkid

1800, Leon-Harmel

Québec, QC G1N 4R9

Goodkey Show Services Ltd. will not be held responsible for concealed damage, or loss of merchandise after delivery to booth before or during installation time, or at conclusion of show prior to delivery to common carrier. Shipments should be insured by the exhibitor for coverage when out of the care, custody and control of Goodkey Show Services Ltd. The condition, count and contents of the materials found in the booth at the time of actual removal will be final and binding and the right is reserved to alter exhibitors bill of lading to reflect actual condition, count and contents found. Goodkey Show Services Ltd. will not be responsible for damages incurred while handling loose exhibit materials or those inadequately packed. Goodkey Show Services Ltd. will not be responsible for failure or delay in performing services when delay is caused by strike, labour storage, or any other cause unavoidable or beyond their control.

Shipments should be insured by the exhibitor for coverage when out of the care, custody, and control of Goodkey Show Services Ltd. The liability of Goodkey Show Services Ltd. is hereby limited to \$0.32 per pound per article and values exceeding this limitation should be insured by the shipper.

All items requiring rigging or special equipment will be charged on a time and material basis. Exhibits or equipment arriving uncrated will be charged an additional 50% handling charge.

Goodkey Show Services Ltd. will receive goods only if this form is returned signed and freight is PREPAID.

Signature _____ Date _____



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Edmonton, AB T6B 2Z1

Vancouver Warehouse
Unit 10, 3751 North Fraser Way
Burnaby, BC V5J 5G4

toll free 1.877.726.2211 | fax 780.426.5734 | goodkey.com

Order Deadline:

April 22, 2020

Show Name:

Rendez-vous Canada 2020

Show Date:

May 5-8, 2020

GROUND TRANSPORTATION QUOTE REQUEST FORM

IMPORTANT! This form must be accompanied with payment before processing will begin.

SHIPPER INFORMATION

Name of Company:	Contact:	Email:
Address:	Telephone no.	Pick-up Date: Pick-up Hours:
City, Province, State:	Postal Code:	Fax no. Pick-up Location (Loading dock, office, etc...)

Customs Papers Attached: ☐ Yes ☐ No If yes, Broker name: _____ Contact: _____ Telephone: _____

I will be shipping to the Advance Warehouse: ☐ Yes ☐ No

DESTINATION

Rendez-vous Canada 2020
NAME OF SELLER - BOOTH #
c/o GOODKEY SHOW SERVICES LTD.
Québec City Convention Centre
855 Jean-Jacques-Bertrand
Québec, QC G1R 5V3

Company Name:	Delivery Date:
On-Site Contact:	Delivery Time:
Booth Number:	

SERVICE Competitive ground transportation pricing, priority move-in/out at show site ☐ ONE WAY ☐ ROUND TRIP

ITEM DESCRIPTION

SERVICE WILL BE CHARGED ON ACTUAL WEIGHTS AND DIMENSIONS

TOTAL NUMBER OF PIECES		DIMENSIONS	ESTIMATED WEIGHT
	CARTONS (CARDBOARD)	H _____ x W _____ x L _____	
	TRUNKS/ CASES (FIBER) (COLOR) _____	H _____ x W _____ x L _____	
	CRATES (WOODEN)	H _____ x W _____ x L _____	
	SKIDS/ PALLETS	H _____ x W _____ x L _____	
	CARPETS (COLOR) _____	H _____ x W _____ x L _____	
	OTHER _____	H _____ x W _____ x L _____	

	TOTAL PIECES	TOTAL WEIGHT	

RELEASE SIGNATURE _____ DECLARED VALUE _____
TO AUTHORIZE DELIVERY WITHOUT OBTAINING SIGNATURE

TERMS AND CONDITIONS

Goodkey Show Services Ltd. will not be held responsible for concealed damage, or loss of merchandise after delivery to booth before or during installation time, or at conclusion of show prior to delivery to common carrier. Shipments should be insured by the exhibitor for coverage when out of the care, custody and control of Goodkey Show Services Ltd. The condition, count and contents of the materials found in the booth at the time of actual removal will be final and binding and the right is reserved to alter exhibitors bill of lading to reflect actual condition, count and contents found. Goodkey Show Services Ltd. will not be responsible for damages incurred while handling loose exhibit materials or those inadequately packed. Goodkey Show Services Ltd. will not be responsible for failure or delay in performing services when delay is caused by strike labour stoppage, or any other cause unavoidable or beyond their control. The liability of Goodkey Show Services Ltd. is hereby limited to \$0.32 per pound, per article and values exceeding this limitation should be insured by the shipper. All items requiring rigging or special equipment will be charged on a time and material basis. Exhibits or equipment arriving uncrated will be charged an additional 50% handling charge. Goodkey Show Services Ltd. Will receive goods only if this form is returned signed and freight is PREPAID.

By signing this order form, shipper agrees to be bound by it's term and conditions

Signature _____ Date _____

Please Print Name _____



5506 - 48 ST NW
Edmonton, AB T6B 2Z1

TEL - 1.877.726.2211
FAX - 1.888.426.5734

PLACE PRO NUMBER HERE

SHIPPER'S NUMBER

DATE/TIME
RECEIVED:

AM
PM

MATERIAL HANDLING AGREEMENT

INSTRUCTIONS: COMPLETE ALL SHADED AREAS, RETURN COMPLETED AGREEMENT TO SERVICE DESK WHEN MATERIALS ARE PACKED AND READY FOR SHIPMENT.

DATE:

BOOTH NUMBER:

FROM:

TO:

Québec City Convention Centre

855 Jean-Jacques-Bertrand

Québec, QC

G1R 5V3

SHIPPED FROM: EVENT/FACILITY/CITY
Rendez-vous Canada 2020

IN THE EVENT YOUR SELECTED CARRIER FAILS TO SHOW ON FINAL MOVE-OUT DAY, PLEASE SELECT ONE OF THE FOLLOWING OPTIONS:

CHECK ONE

- 1) ☐ RE-ROUTE VIA GOODKEY LOGISTICS
2) ☐ DELIVER BACK TO THE WAREHOUSE AT EXHIBITOR'S EXPENSE

SIGNATURE

RE-ROUTE VIA _____ BY _____

DATE _____ TIME _____ AM/PM

SPECIAL INSTRUCTIONS:

CARRIER:

PICK UP
NUMBER:

AIR FREIGHT WILL BE BILLED ON ACTUAL OR DIMENSIONAL WEIGHT, WHICHEVER IS GREATER

DECLARED VALUE FOR AIR SHIPMENTS ONLY \$ _____ .00 (OPTIONAL)

CHECK NUMBER OF SEPARATE SHIPMENTS IN BOOTH: ☐ 1 ☐ 2 ☐ 3 ☐ 4 OR SPECIFY:

GOODKEY LOGISTICS

☐ STANDARD GROUND ☐ UNCRATED ☐ AIR FREIGHT ☐ NEXT DAY ☐ SECOND DAY ☐ DEFERRED

OTHER CARRIERS

☐ COMMON CARRIER ☐ VAN LINE ☐ AIR FREIGHT ☐ NEXT DAY ☐ SECOND DAY ☐ DEFERRED

FREIGHT INFORMATION

CHECKER	NO. PIECES	DESCRIPTION OF ARTICLES	* HAZ MAT	WEIGHT (LB) SUBJECT TO CORR.	* EMERGENCY RESPONSE NUMBER IF HAZARDOUS MATERIAL COLUMN USED
		CRATES EXHIBITION MATERIAL, K.D. (WOODEN)			
		CARTONS (CARDBOARD)			
		TRUNKS/ CASES (FIBER) (COLOR) _____			
		SKIDS/ PALLETS			
		CARPETS (COLOR) _____			
		CARPET PADDING			

EXHIBITOR SHALL BE RESPONSIBLE FOR ALL SHIPPING CHARGES INCURRED. EXHIBITOR'S SIGNATURE (OR THE SIGNATURE OF THE EXHIBITOR'S AGENT) BELOW DENOTES ACCEPTANCES OF THE TERMS AND CONDITIONS ON THE REVERSE SIDE OF THE FORM. EXHIBITOR OR ITS AGENT CERTIFIES & WARRANTS THAT ITS FREIGHT CONTAINS NO HAZARDOUS MATERIALS, OR IF FREIGHT CONTAINS SUCH MATERIALS, THAT THE EXHIBITOR IS REGISTERED IN CONFORMANCE WITH SUBPART G OF PART 107 CFR TITLE 49, IF APPLICABLE, AND THAT THE HAZARDOUS MATERIALS HAVE BEEN PROPERLY CLASSIFIED, DESCRIBED, PACKAGED, MARKED AND LABELED, AND ARE IN PROPER CONDITION FOR SHIPMENT AS REQUIRED, PERMITTED AND/OR AUTHORIZED UNDER APPLICATION LOCAL, PROVINCIAL/STATE AND FEDERAL STATUTES AND REGULATIONS.

IF NEITHER BOX IS CHECKED, SHIPMENT WILL BE SENT COLLECT: ☐ COLLECT ☐ PREPAID

BILL FREIGHT CHARGES TO:

CHECKER SIGNATURE

DATE LOADED

TRAILER NO.

START TIME

FINISH TIME

EXHIBITOR

CARRIER

SIGNATURE

DRIVER

PRINT NAME

DATE

PIECES RECEIVED



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Burnaby, BC V5J 5G4

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Order Deadline:

April 22, 2020

Show Name:

Rendez-vous Canada 2020

Show Date:

May 5-8, 2020

CUSTOMS BROKERAGE

Name of Company:		Contact:	Booth Number:
Telephone no.	Fax no.	Email:	
Method of Payment ☐ MASTERCARD ☐ VISA ☐ AMEX		Expiration Date: _____	CVC: _____
_____		Cardholder name: _____	

Value of the Shipment	Please check all that apply ☒	IMPORT	EXPORT
Shipment value from \$0.00 - \$1,590.00	☐	\$190.80	☐ \$190.80
Shipment value from \$1,591.06 - \$3,180.00	☐	\$256.52	☐ \$256.52
Shipment value from \$3,180.00 - \$5,300.00	☐	\$593.60	☐ \$593.60
Shipment value from \$5,300.00 - \$7,950.00	☐	\$842.70	☐ \$842.70
Shipment value from \$7,950.00 - \$10,600.00	☐	\$930.68	☐ \$930.68
Shipment value from \$10,600.00 and up	☐	\$1,435.24	☐ \$1,435.24
Please note that all duties and taxes are extra.			

Other Charges	Please check all that apply ☒	EXPORT ONLY
Preparation of Export Documents	☐	\$32.86
U.S. Customs Clearance at border	☐	\$103.88
Single Trip Bond (private vehicle when required)	☐	\$97.52
Carnet Handling	☐	\$97.52
Re-Manifesting when required	☐	\$65.72
ACE Manifest / SCAC for Private Vehicles	☐	\$228.96
Terminal Fees / Handling fees	☐	Equal to Payout



For exhibitors ordering return shipments to the USA, please include the following information:

Full address freight to deliver to in the USA:		
IRS # for the address that the freight is delivering to (ie. if the exhibitor is Company A in Denver, but the freight is delivering to Company B in Chicago, we require the Chicago companies IRS #)		
Total # of pieces	Total weight	Outbound Carrier

☐ Authorize Goodkey Customs power of attorney to clear our shipment
I have read and understood the limits of liability found on the next page of this document

Signature _____ Date _____

SUBTOTAL		
FOR OFFICE USE ONLY ☐ 25% LATE ORDER SURCHARGE ☐ 35% CANCELLATION FEE ADJUSTED SUBTOTAL		
14.975% H.S.T		
TOTAL AMOUNT DUE		

GST/HST REGISTRATION#: 121717813 RT

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Customs Brokerage Limits of Liability

I APPLICATION

The following provisions shall apply to all transportation of goods by for-hire highway carriers licensed under the Motor Vehicle Transport Act (Canada, R.S.C., 1970, M-14) or under provincial statutes with the exception of the transportation of:

- a) used household goods,
- b) livestock,
- c) bus parcel express shipments,
- d) the personal luggage of bus passengers,
- e) such other specific commodities as may be specified by provincial law.

II BILL OF LADING

1. A Bill of Lading shall be completed as provided herein for each shipment.
2. On each article covered by the Bill of Lading, there shall be plainly marked thereon by the consignor, the name of the consignee and the destination thereof. This requirement does not apply in cases where the shipment is from one consignor to one consignee and constitutes a truckload shipment.
3. The Bill of Lading shall be signed in full (not initialed), by the consignor and by the carrier as an acceptance of all terms and conditions contained therein.
4. At the option of the carrier a way-bill may be prepared by the carrier and the way-bill shall bear the same number of other positive means of identification as the original Bill of Lading. Under no circumstances shall the way bill replace the original Bill of Lading.

III CONDITIONS OF CARRIAGE

1. **Liability of Carrier**
The carrier of the goods herein described is liable for any loss or damage to goods accepted by him or his agent except as hereinafter provided.
2. **Liability of Originating and Delivering Carriers**
Where a shipment is accepted for carriage by more than one carrier, the carrier issuing the Bill of Lading (hereinafter called the originating carrier) and the carrier who assumes responsibility for delivery to the consignee, (hereinafter called the delivering carrier), in addition to any other liability hereunder, are liable for any loss of or damage to the goods while they are in custody of any other carrier to whom the goods are or have been delivered and from which liability the other carrier is not relieved.
3. **Recovery from Connecting Carrier**
The originating carrier or the delivering carrier, as the case may be, is entitled to recover from any other carrier to whom the goods are or have been delivered the amount of the loss or damage that the originating carrier or delivering carrier, as the case may be, may be required to pay hereunder resulting from loss of or damage to the goods while they were in the custody of such other carrier.
When shipments are interlined between carriers, settlement of concealed damage claims shall be prorated on the basis of revenues received.

4. **Remedy by consignor or Consignee**

Nothing in articles 2 or 3 deprives a consignor or consignee of any rights he may have against any carrier.

5. **Exception from Liability**

The carrier shall not be liable for loss, damage or delay to any of the goods described in the Bill of Lading caused by an Act of God, the Queen's or public enemies, riots, strikes, a defect or inherent vice in the goods, the act or default of the consignor, owner or consignee, authority of law, quarantine or differences in weights of grain, seed, or other commodities caused by natural shrinkage.

6. **Delay**

No carrier is bound to transport the goods by any particular vehicle or in time for any particular market or otherwise than with due dispatch, unless by agreement specifically endorsed on the Bill of Lading and signed by the parties thereto.

7. **Routing by Carrier**

In case of physical necessity where the carrier forwards the goods by a conveyance that is not a licensed for-hire vehicle, the liability of the carrier is the same as though the entire carriage were by licensed for-hire vehicle.

8. **Stoppage in Transit**

Where goods are stopped and held in transit at the request of the party entitled to so request, the goods are held at the risk of that party.

9. **Valuation**

Subject to article 10, the amount of any loss or damage for which the carrier is liable, whether or not the loss or damage results from negligence, shall be computed on the basis of:

- a) the value of the goods at the place and time of shipment including the freight and other charges if paid; or
- b) where a value lower than that referred to in paragraph (a) has been represented in writing by the consignor or has been agreed upon, such lower value shall be the maximum liability.

10. **Maximum Liability**

The amount of any loss or damage computed under paragraph (a) or (b) of article 9 shall not exceed \$2.00 per pound (computed on the total weight of the shipment) unless a higher value is declared on the face of the Bill of Lading by the consignor.

11. **Consignor's Risk**

Where it is agreed that the goods are carried at the risk of the consignor of the goods, such agreement covers only such risks as are necessarily incidental to transportation and the agreement shall not relieve the carrier from liability for any loss or damage or delay which may result from any negligent act or omission of the carrier, his agents or employees and the burden of proving absence

from negligence shall be on the carrier.

12. **Notice of Claim**

- a) No carrier is liable for loss, damage or delay to any goods carried under the Bill of Lading unless notice thereof setting out particulars of the origin, destination and date of shipment of the goods and the estimated amount claimed in respect of such loss, damage or delay is given in writing to the originating carrier or the delivering carrier within sixty (60) days after the delivery of the goods, or, in the case of failure to make delivery, within nine (9) months from the date of shipment.
- b) The final statement of the claim must be filed within nine (9) months from the date of shipment together with a copy of the paid freight bill.

13. **Articles of Extraordinary Value**

No carrier is bound to carry any documents, specie or any articles of extraordinary value unless by a special agreement to do so. If such goods are carried without a special agreement and the nature of the goods is not disclosed hereon, the carrier shall not be liable for any loss or damage in excess of the maximum liability stipulated in article 10 above.

14. **Freight Charges**

- a) If required by the carrier the freight and all other lawful charges accruing on the goods shall be paid before delivery and if upon inspection it is ascertained that the goods shipped are not those described in the Bill of Lading the freight charges must be paid upon the goods actually shipped, with any additional charges lawfully payable thereon.
- b) Should a consignor fail to indicate that a shipment is to move prepaid, or fail to indicate how the shipment is to move, it will automatically move on a collect basis.

15. **Dangerous Goods**

Every person, whether as principal or agent, shipping explosives or dangerous goods without previous full disclosure to the carrier as required by law, shall indemnify the carrier against all loss, damage or delay caused thereby and such goods may be warehoused at the consignor's risk and expense.

16. **Undelivered Goods**

- a) Where, through no fault of the carrier, the goods cannot be delivered, the carrier shall immediately give notice to the consignor and consignee that delivery has not been made, and shall request disposal instructions.
- b) Pending receipt of such disposal instructions,
 - i) The goods may be stored in the warehouse of the carrier,

subject to a reasonable charge for storage; or

- ii) Provided that the carrier has notified the consignor of his intention, the goods may be removed to, and stored in, a public or licensed warehouse, at the expense of the consignor, without liability on the part of the carrier, and subject to a lien for all freight and other lawful charges, including a reasonable charge for storage.

17. **Return of Goods**

Where notice has been given by the carrier pursuant to article 16a, and no disposal instructions have been received within 10 days from the date of such notice, the carrier may return to the consignor, at the consignor's expense, all undelivered shipments for which such notice has been given.

18. **Alterations**

Subject to article 19, any limitation on the carrier's liability on the Bill of Lading, and any alteration, or addition or erasure in the Bill of Lading shall be signed or initialed by the consignor or his agent and the originating carrier or his agent and unless so acknowledged shall be without effect.

19. **Weights**

It shall be the responsibility of the consignor to show correct shipping weights of the shipment on the Bill of Lading. Where the actual weight of the shipment does not agree with the weight shown on the Bill of Lading, the weight shown thereon is subject to correction by the carrier.

20. **C.O.D. Shipments**

- a) A carrier shall not deliver a C.O.D. shipment unless payment is received in full.
- b) The charge for collecting and remitting
The amount of C.O.D. bills for C.O.D. shipments, must be collected from the consignee unless the consignor has otherwise so indicated and instructed on the Bill of Lading.
- c) A carrier shall remit all C.O.D. monies to the consignor or person designated by him within 15 days after collection.
- d) A carrier shall keep all C.O.D. monies separate from the other revenues and funds of his business in a separate trust fund or account.
- e) A carrier shall include as a separate item in his schedule of rates the charges for collecting and remitting money paid by consignees.

IV OTHER SPECIFICATIONS

CANADA CUSTOMS INVOICE / FACTURE DES DOUANNES CANADIENNES

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1 Vendor (Name and Address) / Vendeur (Nom et Adresse) <i>Name and Address of Shipper</i>		2 Date of Direct Shipment to Canada Date d'expédition directe vers le Canada <i>Date Shipped Must Be Shown</i>		
4 Consignee (Name and Address) / Destinataire (Nom et Adresse) EVENT C/O - GOODKEY SHOW SERVICES ADDRESS Company Name: Booth Number:		3 Other References (Include Purchaser's Order No.) Autres références (inclure le no de commande de l'acheteur) Federal Tax ID		
		5 Purchaser's Name and Address (if other than Consignee) Nom et Adresse de l'acheteur (s'il diffère du destinataire) No Sale Involved No sale (Display purpose only)		
		6 Country of Transshipment / Pays de transbordement N/A Country		
7 Country of Origin of Goods Pays d'origine des marchandises Country		If shipment includes goods of different origins, enter origins against items in field 12. Si l'expédition comprend des marchandises d'origines différentes, en préciser la provenance en 12.		
VII.1 Is this a related company transaction? Est-ce que les compagnies sont liées entre elles? YES OUI NO ☒ NON		9 Condition of Sales and Terms of Payment (i.e. Sale, Consignment Shipment, Leased Goods, etc.) Conditions de vente et modalités de paiement (p. Ex. Vente, Expédition en consignment, location de marchandises, etc.) No Sale Involved No sale involved		
8 Transportation: Give Mode and Place of Direct Shipment to Canada Transport: Préciser mode et lieu d'expédition directe vers le Canada <i>Name of Carrier (Please Use "Canada Customs Bonded Carrier")</i> <i>Place of Loading</i>		10 Currency of Settlement / Devises du paiement Currency		
11 No. of Pkgs. Nmbre. De Coilis	12 Specification of Commodities (Kind of Packages Marks and Numbers, General Description and Characteristics i.e. Grade Quality) Designation des articles (Nature des colis, marques et numeros, description générale et caractéristiques. P. Ex. Classe, qualité)	13 Quantity (State Unit) Quantité (Préciser l'unité)	Replacement Value Valeur de Remplacement	
			14 Unit Price Prix Unitaire	15 Total
2 pcs	#1, #2 Wooden Crates Containing Display Booth K.D., (Backwalls, Lights, Carpet, Graphics) and/or Description of Product for Display	1	5,000.00	5,000.00
2 pcs	Cartons of Technical / Promotional Literature	5,000	.15	750.00
1 pc	Cartons of Letter Openers	50	.50	25.00
1 pc	Carton of Bottle Openers	50	1.00	50.00
Notify: Goodkey Show Services Ltd.				
XI.1 Total Number of Pieces / Nombre total de pièces				
XI.1 If any fields of 1 to 17 are included on an attached commercial invoice, check this box Si les renseignements des zones 1 à 17 figurent sur la facture commerciale cocher cette case		16 Total Weight / Poids total		Invoice Total 15 Total de la facture
Commercial Invoice No./ No. De la facture commerciale ☐		Net N/A	Gross / Brut 412 Kilos	Total Value Must Be Shown
19 Exporter's Name and Address (if other than Vendor) Nom et adresse de l'exportateur (s'il diffère du vendeur) Name: <i>Complete this box when the shipper is OTHER than the owner of these Goods (Contact Name, Company Name, Address, Telephone Number, Etc.)</i> Tel: Fax:		20 Originator (Name and Address) Expéditeur d'origine (Nom et adresse) Name: <i>Same as Shipper</i> <i>Indicate Telephone Number and Contact Name (Person who has knowledge of this shipment)</i> Tel: Fax:		
21 Departmental Ruling (if applicable) Décision ministérielle (s'il y a lieu) N/A		22 If fields of 23 to 25 are not applicable, check this box Si les zones 23 à 25 sont sans objet, cocher cette case ☒		
23	24	25		

CANADA CUSTOMS INVOICE / FACTURE DES DOUANNES CANADIENNES

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1 Vendor (Name and Address) / Vendeur (Nom et Adresse)		2 Date of Direct Shipment to Canada Date d'expédition directe vers le Canada	
		3 Other References (Include Purchaser's Order No.) Autres références (inclure le no de commande de l'acheteur)	
		Federal Tax ID	
4 Consignee (Name and Address) / Destinataire (Nom et Adresse)		5 Purchaser's Name and Address (if other than Consignee) Nom et Adresse de l'acheteur (s'il diffère du destinataire)	
		No Sale Involved No sale (Display purpose only)	
		6 Country of Transshipment / Pays de transbordement	
		N/A	
Company Name: Booth Number:		7 Country of Origin of Goods Pays d'origine des marchandises	If shipment includes goods of different origins, enter origins against items in field 12. Si l'expédition comprend des marchandises d'origines différentes, en préciser la provenance en 12.
VII.1 Is this a related company transaction? Est-ce que les compagnies sont liées entre elles?		9 Condition of Sales and Terms of Payment (i.e. Sale, Consignment Shipment, Leased Goods, etc.) Conditions de vente et modalités de paiement (p. Ex. Vente, Expédition en consignment, location de marchandises, etc.)	
YES ☐ OUI NO ☒ NON		No Sale Involved No sale involved	
8 Transportation: Give Mode and Place of Direct Shipment to Canada Transport: Préciser mode et lieu d'expédition directe vers le Canada		10 Currency of Settlement / Devises du paiement	
11 No. of Pkgs. Nmbre. De Coillis	12 Specification of Commodities (Kind of Packages Marks and Numbers, General Description and Characteristics i.e. Grade Quality) Designation des articles (Nature des colis, marques et numeros, description générale et caractéristiques. P. Ex. Classe, qualité)	13 Quantity (State Unit) Quantité (Préciser l'unité)	Replacement Value Valeur de Remplacement
			14 Unit Price Prix Unitaire 15 Total
XI.1 Total Number of Pieces / Nombre total de pièces			
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Commercial Invoice No./ No. De la facture commerciale ☐		Net N/A	Gross / Brut
19 Exporter's Name and Address (if other than Vendor) Nom et adresse de l'exportateur (s'il diffère du vendeur)		20 Originator (Name and Address) Expéditeur d'origine (Nom et adresse)	
Name:		Name:	
Tel:		Tel:	
Fax:		Fax:	
21 Departmental Ruling (if applicable) Décision ministérielle (s'il y a lieu)		22 If fields of 23 to 25 are not applicable, check this box Si les zones 23 à 25 sont sans objet, cocher cette case	
N/A		☒	
23	24	25	