

EXHIBITOR MANUAL — October 20 & 21, 2022



General Information

SHOW LOCATION

Moncton Coliseum Complex
377 Killam Drive
Moncton, NB, E1C 3T1

Telephone: 506-389-5989

www.monctoncoliseum.com

DIRECT TO SHOW shipment

Tuesday, October 18 9:00am to 5:00pm
All deliveries must be cosigned in the following manner:

Atlantic Transportation and Logistics Show

Exhibiting Company's Name
Booth #
C/O Moncton Coliseum Complex
377 Killam Drive
Moncton NB E1C 3T1

ADVANCE WAREHOUSE shipment

September 19, 2022 to October 14, 2022 (fees applicable)

For Information call 1-888-799-3976
must be addressed as follows:

Atlantic Transportation and Logistics Show

Exhibiting Company's Name
Booth #
C/O Global Convention Services
106 Beaverbrook St
Moncton, NB E1C 9S7

EXHIBIT SHOW SCHEDULE

Exhibitor Move-In *

Tuesday, October 18th (BY APPOINTMENT ONLY)
Wednesday, October 19th (9am-6pm)

Show dates & Times

Thursday, October 20 th	9:00 am - 5:00 pm
Friday, October 21 st	10:00 am - 4:00 pm

Exhibitor Move-Out *

Friday, October 21, 2022	4:00 pm - midnight
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* Please see MOVE-IN / MOVE-OUT document for important details

SHOW MANAGEMENT PERSONNEL

Mark Cusack, National Show Manager
mcusack@mpltd.ca

Moira Nordqvist, Marketing & Operations Manager
mnordqvist@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: info@mpltd.ca • Website: www.masterpromotions.ca

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.

SHOW COLOURS

Booth Drape – Black/Silver

Booth Carpet (100 – 900 Sq. Ft.) – Black

Aisle Carpet – Red

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 must not be placed or distributed outside your assigned site boundaries. 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.