

EXHIBITOR MANUAL — March 21-24, 2024



General Information

SHOW LOCATION

Centre de Foires ExpoCité

250 boul. Wilfrid-Hamel

Québec, QC G1L 5A7

1-888-866-3976

Email: info@expocite.com • <https://expocite.com/>

DIRECT TO SHOW Shipments

Tuesday, March 19th, 2024, 9am to 5pm

All deliveries must be cosigned in the following manner:

Shipping Address:

Exhibitor Company Name

Exhibit Contact Person

Booth #

Quebec City Hunting, Fishing, and Camping Show

C/O Centre de Foires ExpoCité

250 boul. Wilfrid-Hamel

Québec, QC G1L 5A7

ADVANCE WAREHOUSE shipment

Accepted 30 days prior (fees applicable)
must be addressed as follows:

Quebec City Hunting, Fishing, and Camping Show

Exhibiting Company's Name

Exhibit Contact Person

Booth #

TESSIER SERVICES D'EXPOSITIONS

220 RUE LEE

QUÉBEC, QC

CANADA G1K 2K6

EXHIBIT SHOW SCHEDULE

Exhibitor Move-In *

Tuesday, March 19

BY APPOINTMENT ONLY

Wednesday, March 20

8:00 am – 7:00 pm (GENERAL)

Show Dates & Times

Thursday, March 21

10:00 am - 8:00 pm

Friday, March 22

10:00 am - 8:00 pm

Saturday, March 23

09:00 am - 7:00 pm

Sunday, March 24

10:00 am - 5:00 pm

Exhibitor Move-Out *

Sunday, March 24

5:00 pm - 10:00 pm

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

SHOW MANAGEMENT PERSONNEL

Catherine Lapointe, Show Manager

clapointe@mpltd.ca

Shawn Murphy, Show Manager

smurphy@mpltd.ca

Moira Nordqvist, Senior Manager, Marketing & Operations

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.mpltd.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.

LINK TO ORDER BOOTH STAFF BADGES:

[Order Booth Staff Badges](#)

EXHIBIT PACKAGE

- Our all-inclusive booth package includes:
- Back & side wall drapery.
- Aisle Carpeting
- Container Storage
- Discount Admission Passes
- Forklift Services to and from your booth up to 5,000 lbs* (provided that special lifting and moving equipment is not required)
- **Mandatory flooring covering is required for all booths at the expense & responsibility of the exhibitor.**

WIRELESS INTERNET SERVICE

Wherever you are in the Centre de foires, you will have access to free wireless internet thanks to their partnership with ZAP Québec.

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.

PARKING

Cost per day: 10 \$ per car
30 \$ for buses

Parking lots P9 and P10 are reserved for exhibitors and are not accessible to the general public.

Procedure for trailers: To ensure smooth traffic flow around the Centre de foires, trailers are not permitted to remain in the parking lot around the building during event opening hours.

