



DOHaD World Congress 2022

QUICK FACTS

**SERVICE
CONTRACTOR
CONTACT:**

LEVY SHOW SERVICE INC.
210 – 12011 Riverside Way
Richmond, BC V6W 1K6
Tel: 604 277 1726 Fax: 604 277 1736
Email: operations@levyshow.com

LOCATION:

Vancouver Convention Centre – East
Via East Truck Route (at the foot of Howe Street)
999 Canada Place
Vancouver, BC V6C 3C1

EXHIBITOR MOVE-IN:

Sunday, August 28, 2022 1:00 pm – 7:00 pm

EXHIBITION DATES:

Sunday, August 28, 2022	7:30 pm – 8:30 pm ** Welcome Reception **
Monday, August 29, 2022	8:30 am – 7:30 pm
Tuesday, August 30, 2022	8:30 am – 5:00 pm
Wednesday, August 31, 2022	8:30 am – 1:30 pm

EXHIBITOR MOVE-OUT:

Wednesday, August 31, 2022 1:30 pm – 5:00 pm

BOOTH EQUIPMENT:

Each 10' x 10' booth space includes the following:

- 8' high drapery backwall – teal blue
- 3' high drapery sidewall – teal blue
- 1 – 6' x 2' skirted table – teal blue
- 2 – Chairs
- 1 – Wastebasket
- 1 electrical outlet (provided through venue)

If you require additional furnishings or services please complete and return the appropriate enclosed order form(s) and submit with completed credit card authorization form and full payment.

**DISCOUNT PRICE
DEADLINE:**

In order to receive the discount rates listed on the enclosed order forms, your **PAID** order must be received by **August 12, 2022**.

LEVY ONLINE ORDERING:

To access our online ordering system visit <https://www.expotookit.com/expotools/webforms/login.aspx?c=151&s=7534>

- you will be prompted to either register as a new exhibitor OR sign in as a returning exhibitor
- if you do not know your booth number please enter "0" (zero)
- online ordering available until **August 23, 2022**.

MATERIAL HANDLING:

To expedite the move-in process we highly recommend sending all materials to the Levy Advance Warehouse.

Please note that overtime rates will be charged to Material Handling services where applicable.



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SHIPPING:

Please refer to the Material Handling order form in this manual for further information and associated costs.

All **ADVANCE WAREHOUSE** shipments should arrive between **July 25, 2022 – August 22, 2022**. Shipments arriving before or after these dates will incur an early/late surcharge.

Shipments sent to the advance warehouse should be consigned as follows: (Labels are provided in the Material Handling Section of the exhibitor kit)

DOHaD World Congress 2022
Exhibiting Company Name & Booth # ____
YRC (Yellow) c/o Levy Show Service, Inc.
3985 Still Creek Avenue
Burnaby, BC V5C 4E2

All **DIRECT** shipments should not arrive prior to **1:00 pm on Sunday, August 28, 2022**. Shipments arriving prior to this time will be refused.

Direct shipments should be consigned as follows:
(Labels are provided in the Material Handling section of the exhibitor kit)

DOHaD World Congress 2022
Exhibiting Company Name & Booth # ____
Vancouver Convention Centre – East
Via East Truck Route (at the foot of Howe Street)
c/o Levy Show Service, Inc.
999 Canada Place
Vancouver, BC V6C 3C1

LOADING DOCK RESTRICTIONS:

The Vancouver Convention Centre - East loading docks can NOT accommodate any transport vehicles larger than a 5 ton truck. A pup or 53' trailer will not have access to the loading docks.

RESCUED FREIGHT:

All freight left on the show floor after 5:00 pm on Wednesday, August 31, 2022 will be rescued by the official carrier.

We wish you a successful show! If we can be of assistance, please contact the Levy Show Service Exhibitor Services Department at 604 277 1726 or email operations@levyshow.com.