



APNA TRUCK SHOW

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:	Tradex Centre 1190 Cornell Street Abbotsford, BC V2T 6H5	
EXHIBITOR MOVE-IN:	Thursday, June 6, 2024 Friday, June 7, 2024	9:00 am – 6:00 pm 8:00 am – 4:00 pm **must be show ready by 5pm**
EXHIBITION DATES:	Saturday, June 8, 2024 Sunday, June 9, 2024	10:00 am – 6:00 pm 10:00 am – 5:00 pm
EXHIBITOR MOVE-OUT:	Sunday, June 9, 2024	5:00 pm – 11:00 pm
BOOTH EQUIPMENT:	Each booth space includes the following: <ul style="list-style-type: none">• 8' high drapery backwall – black/silver• 3' high drapery sidewall – black• 1 (One) 6' x 2' skirted table – silver• 2 (Two) fabric chairs• Booth space is carpeted <p>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.</p>	
aisle CARPET:	The aisles will be carpeted.	
DISCOUNT PRICE DEADLINE:	In order to receive the discount rates listed on the enclosed order forms, your PAID order must be received by May 17, 2024 .	
LEVY ONLINE ORDERING:	To access our online ordering system please visit https://www.expotoolkit.com/expotools/webforms/login.aspx?c=151&s=8774 <ul style="list-style-type: none">• 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 May 31, 2024	

Quick Facts continued...



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MATERIAL HANDLING:

Show Management will provide exhibitors with **up to 5,000 lbs** of complimentary Show Site Material Handling, Please contact them if you require additional information.

****NOTE:** NOT applicable for Advanced Material Handling services provided by Levy Show Service**

PLEASE SEE SHOW SITE MATERIAL HANDLING RATES FOR ANY SHIPMENTS OVER 5,000 POUNDS.

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

****In the event that a forklift is not available on show site for this particular exhibition, additional fees will apply if a forklift is required for your materials****

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 **May 3, 2024 – May 31, 2024**. 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)

APNA TRUCK SHOW
Exhibiting Company Name & Booth # ____
Aerostream c/o Levy Show Service, Inc.
1160 – 4871 Miller Road
Richmond, BC V7B 1K6

All **DIRECT** shipments should not arrive prior to **9:00 am on June 6, 2024**. 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)

APNA TRUCK SHOW
Exhibiting Company Name & Booth # ____
Tradex Centre
c/o Levy Show Service, Inc.
1190 Cornell Street
Abbotsford, BC V2T 6H5

RESCUED FREIGHT:

All freight left on the show floor after 11:01 pm on June 9, 2024 will be rescued by the official carrier, Levy Logistics.

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.