



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 - West via Waterfront Road Truck Route 1055 Canada Place Vancouver, BC V6C 0C3	
EXHIBITOR MOVE-IN:	Thursday, August 8, 2024 Thursday, August 8, 2024 Friday, August 9, 2024	2:00 pm – 9:00 pm 5:00 pm – 9:00 pm (Artists move-in) 10:00 am – 11:00 am
EXHIBITION DATES:	Friday, August 9, 2024 Saturday, August 10, 2024 Sunday, August 11, 2024	11:00 am – 7:00 pm 11:00 am – 7:00 pm 11:00 am – 5:00 pm
EXHIBITOR MOVE-OUT:	Sunday, August 11, 2024	5:00 pm – 8:00 pm
BOOTH EQUIPMENT:	Each booth space includes the following: <ul style="list-style-type: none">• Refer to Show Management <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>	
ELECTRICAL SERVICES:	Electrical services are to be ordered through and supplied by the Vancouver Convention Centre – West: https://www.vancouverconventioncentre.com/services/exhibitor-services	
DISCOUNT PRICE DEADLINE:	In order to receive the discount rates listed on the enclosed order forms, your PAID order must be received by July 18, 2024 .	
LEVY ONLINE ORDERING:	To access our online ordering system please visit https://www.expotoolkit.com/expotools/webforms/login.aspx?c=151&s=9095 <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 August 1, 2024	
MATERIAL HANDLING:	To expedite the move-in process we highly recommend sending all materials to the Levy Advance Warehouse.	

Quick Facts continued...



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 **July 4, 2024 – August 1, 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)

ANIREVO 2024
Exhibiting Company Name & Booth # ____
c/o Levy Show Service, Inc.
150 – 2060 Viceroy Place
Docks #5 - 8
Richmond, BC V6V 1Y9

All **DIRECT** shipments should not arrive prior to **2:00 pm on August 8, 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)

ANIREVO 2024
Exhibiting Company Name & Booth # ____
Vancouver Convention Centre - West
c/o Levy Show Service, Inc.
via Waterfront Road Truck Route
1055 Canada Place
Vancouver, BC V6C 0C3

RESCUED FREIGHT:

All freight left on the show floor after 8:00 pm on August 11, 2024 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.