

WELCOME EXHIBITOR

CIM Expo 2018

May 6-9, 2018

Vancouver Convention Centre

DEAR EXHIBITOR:

Goodkey Show Services Ltd. , is pleased to learn that your company will be participating at the **CIM Expo 2018** on **May 6-9, 2018** at the **Vancouver Convention Centre**. We would like to assist in making your participation successful.

As the official contractor for the show, we are enclosing various equipment rental and service order forms for your information and use. We suggest that you anticipate your requirements, complete all appropriate forms and return them immediately. For those exhibitors who want to utilize our online ordering the code for this event is **CIM5060918**.

Please Note: Deadline order date to qualify for early bird prices is **April 13, 2018**. All orders processed after the deadline date would be considered late order and regular prices will apply. Goodkey Show Services requires payment in full at the time orders are placed.

SCHEDULE

| Event | Date | | Start Time | End Time |
|-----------------------------------|-----------|----------|---------------------------|----------|
| Exhibitor Move In (Heavy & Large) | Thursday | 03/05/18 | *As per assigned schedule | |
| Exhibitor Move In | Friday | 04/05/18 | *As per assigned schedule | |
| Exhibitor Move In | Saturday | 05/05/18 | *As per assigned schedule | |
| Show Hours | Sunday | 06/05/18 | 05:00 PM | 08:00 PM |
| Show Hours | Monday | 07/05/18 | 10:00 AM | 05:00 PM |
| Show Hours | Tuesday | 08/05/18 | 10:00 AM | 05:00 PM |
| Exhibitor Move Out | Tuesday | 08/05/18 | 05:00 PM | 12:00 AM |
| Exhibitor Move Out | Wednesday | 09/05/18 | 08:00 AM | 02:00 PM |

Please correspond with the CIM online move-in schedule for the most accurate move-in information.

Installation of aisle carpeting will commence at 6:00PM (18:00) on Saturday. Exhibitors who are still assembling their booths must have made arrangements for removal of their empty crates from the aisles before this time.

FAILURE TO COMPLY WILL RESULT IN ADDITIONAL FORK LIFT CHARGES

ALL EXHIBITORS WHO SHIP CRATED DISPLAY ITEMS MUST COMPLETE THEIR SET UP BY SATURDAY AT 6PM OR MAKE ARRANGEMENTS FOR THEIR CRATES TO BE EMPTIED SO GOODKEY CAN STORE. ALL AISLES MUST BE FREE OF CRATES IN ORDER TO LAY CARPET. FAILURE TO COMPLY WILL RESULT IN ADDITIONAL FORK LIFT CHARGES.

We realize exhibiting in a convention can be complicated. If you need assistance or require additional information not covered in the Exhibitors Kit, please do not hesitate to contact us at any of the following:

By email: calvin@goodkey.com or rodella@goodkey.com

By telephone: **780.426.2211** or **877.726.2211** Toll Free North America Only

By fax: **780.426-5734** or **888-426-5734** Toll Free North America Only

OR

Visit us at our web site at www.goodkey.com

We look forward to serving you !



Decorating | Graphic Design | Logistics | Customer Service



Head Office | 9519 - 49 St | Edmonton, AB | T6B 2L8

Vancouver Office | Unit 9, 3751 North Fraser Way | Burnaby, BC | V5J 5G4

Red Deer Office | #106 - 153 Clearmile Ave | Red Deer County, AB | T4E 0A1

toll free 1.877.726.2211 | goodkey.com

Step by Step Instructions for ordering online

Show Name: CIM Expo 2018

Show Code: CIM5060918

Show Date: May 6-9, 2018

Go to www.goodkey.com

- Click "order online" from the menu near the top of the page.
- Register your company if you have not registered at the Goodkey site before. *Please note: Your Default User name will be your e-mail address, and the pre-selected password is "blue". You can then go into your account and change your password.
- Put in your "show code" (see above)
- You are now at the show info page that will tell you the move-in and move-out information along with the furnishings and colors that are supplied by your show organizer.
- If you would like to order extra furnishings, material handling, labour, etc please click on "main" on top of the page.
- Pick from categories listed and click on the sub category products or services of your choice.
- To add to your order, click on "back to main" beside "view my cart" or click the drop down on "select new order" and proceed to add to your order(s).
- Once you are completely satisfied with your order(s) click on "confirm my cart" at the bottom of the page.
- Put a "checkmark" on the terms and conditions - at this point please note the message that will pop up and click ok.
- Click "pay online" and complete the required fields.
- Click "complete payment" and print your receipt.

The system will automatically send you the confirmation of your order through the email you have provided at the time of registration.

DOCUMENTS

Visit the online documents section to download show related documents such as order forms, sample customs forms, product brochures, etc.

IMPORTANT!

All exhibitors must complete the Material Handling Agreement before the specified show date(s).
Not required for POV's (personal vehicles or company owned vehicles)

We're here for you

At Goodkey Show Services Ltd., We know that exhibiting at your first show or even if you are a seasoned pro it can be complicated so we are here to help. From walking you through a first time online order or just providing some piece of mind confirming that you will be taken care of, we are here to help! We are here to take care of you, if you need anything just give us the word, and we'll take care of the rest.

We believe in building relations with our clients, we understand the importance and value of good quality customer service and also that your time is valuable. When you call Goodkey you will always be greeted by a person, not a machine.

National Service Centre

Open - Monday - Friday 8:00 AM - 4:30 PM (MST)

Tel - 780.426.2211

Toll Free - 1.877.726.2211 (North America only)

Fax - 780.426.5734

email - info@goodkey.com





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 toll free 1.877.726.2211 | goodkey.com

| |
|------------------------------------------|
| Order Deadline: April 13, 2018 |
| Show Name: CIM Expo 2018 |
| Show Date: May 6-9, 2018 |

METHOD OF PAYMENT

IMPORTANT! If you are planning to utilize any of the services provided by Goodkey Show Service Ltd. Please carefully complete and return this form with all your display requirements.

| | | |
|------------------------------------|---------------|---------------|
| Name of Company: | Contact: | Booth Number: |
| Address: | Telephone No: | Fax No: |
| City, Province/State, Postal Code: | Email: | |

Cash / Money Order

Company Cheque (REQUIRE A CREDIT CARD BACKUP)
 Please make cheque payable to: Goodkey Show Services Ltd.
Note: No cheques will be accepted after the order deadline date.
 Address: Goodkey Show Services Ltd.
 9519 49 Street
 Edmonton, Alberta
 T6B 2L8

Credit Card
 For your convenience, we will use this authorization to charge your credit card account for your advance orders, and any additional amounts incurred as a result of show site orders placed by your representative. These charges may include labour. Please complete the information requested below:

MASTERCARD VISA PERSONAL COMPANY

Expiration Date: _____ CVC: _____

Cardholder name: _____

Signature: _____

Cardholders Billing Address

Street: _____

City/Province: _____

Postal Code: _____

*Please note: Adjustments will not be made after the closure of the show. Please visit our onsite service desk for any questions or concerns regarding your order with Goodkey.

We have read, understand and agree to all terms as described above and have advised our show site representative accordingly.

Exhibitor Signature: _____

Print Name: _____

Date: _____

Third Party Authorization

FOR USE OF AN EXHIBITOR APPOINTED CONTRACTOR:
 We understand and agree that we, the exhibiting firm, are ultimately responsible for payment of charges. In the event that the named third party does not discharge payment of the invoice prior to the last day of the show, charges will revert to the exhibiting company. All invoices are due and payable upon receipt, by either party.
 The items checked below are to be invoiced to the third party:

ALL SERVICES
 BOOTH CLEANING
 I & D LABOUR
 MATERIAL HANDLING / IN & OUT
 RENTAL FURNITURE & CARPET
 SIGNS
 OCTANORM
 OTHER (please specify)

Third Party Agent:

Account #: _____

Expiration Date: _____ CVC: _____

PERSONAL CREDIT CARD COMPANY CREDIT CARD

Cardholder name: _____

Signature: _____

Cardholders Billing Address

Street: _____

City/Province: _____

Postal Code: _____

Phone Number: _____

Fax Number: _____

Email: _____





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| Show Date: May 6-9, 2018 |

SUBTOTALS & PAGE LIST

IMPORTANT! This form must be accompanied with payment before processing will begin.

| | | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------|---------------|
| Name of Company: | | Booth Number: |
| 1 | CARPET FORM | |
| 2 | FURNITURE FORM | |
| 3 | OPTIMUM FURNITURE FORM | |
| 4 | DRAPE & TABLES FORM | |
| 5 | ACCESSORIES FORM | |
| 6 | DISPLAY ACCESSORIES FORM | |
| 7 | 10 x 10 OCTANORM BOOTHS | NO SUBTOTAL |
| 8 | 10 x 20 OCTANORM BOOTHS | NO SUBTOTAL |
| 9 | OCTANORM BOOTH RENTAL ORDER FORM | |
| 10 | OCTANORM ACCESSORY RENTAL FORM | |
| 11 | SIGNAGE & DIGITAL PRINTING FORM | |
| 12 | INSTALLATION & DISMANTLE LABOUR FORM | |
| 13 | INSTALLATION & REMOVAL IN-BOOTH FORKLIFT FORM | |
| 14 | CART / DOLLY MATERIAL HANDLING SERVICE | |
| 15 | MATERIAL HANDLING | |
| 16 | MATERIAL HANDLING AGREEMENT | NO SUBTOTAL |
| 17 | GROUND TRANSPORTATION QUOTE REQUEST FORM | NO SUBTOTAL |
| 18 | CUSTOMS BROKERAGE | |
| 19 | CUSTOMS BROKERAGE LIMITS OF LIABILITY | NO SUBTOTAL |
| 20 | CANADA CUSTOMS INVOICE SAMPLE | NO SUBTOTAL |
| 21 | CANADA CUSTOMS INVOICE FORM | NO SUBTOTAL |
| 22 | USA CUSTOMS INVOICE SAMPLE | NO SUBTOTAL |
| 23 | USA CUSTOMS INVOICE FORM | NO SUBTOTAL |
| | | |
| SUBTOTAL | | |
| <small>FOR OFFICE USE ONLY <input type="checkbox"/> 25% LATE ORDER SURCHARGE <input type="checkbox"/> 35% CANCELLATION FEE ADJUSTED SUBTOTAL</small> | | |
| 7% P.S.T | | |
| 5% G.S.T | | |
| TOTAL AMOUNT DUE | | |

GST REGISTRATION#: 121717813 RT
 PST REGISTRATION#: PST-1013-7620

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CARPET FORM

IMPORTANT! This form must be accompanied with payment before processing will begin.

| | |
|------------------|---------------|
| Name of Company: | Booth Number: |
|------------------|---------------|

| QTY | DESCRIPTION | EARLY BIRD | REGULAR PRICE | TOTAL |
|--------------------------------------------------------------|-------------------------------------------|--------------|---------------|-------|
| CARPET FOR STANDARD SIZE BOOTHS | | | | |
| | 10' x 10' | \$230.20 | \$287.75 | |
| | 10' x 20' | \$460.40 | \$575.50 | |
| | 10' x 30' | \$670.50 | \$838.15 | |
| CARPET FOR BOOTHS GREATER THAN 300 SQ/FT (CUSTOM CUT) | | | | |
| | Other sizes laid @ \$2.95 per square foot | \$2.95/sq.ft | \$3.70/sq.ft | |
| | Size: _____ ft x _____ ft = _____ sq/ft | | | |



designer carpet line by

GOODKEY
SHOW SERVICES LTD.

- Guaranteed new high quality carpet available in a variety of new designer colors
- Price includes Visqueen covering, delivery, installation, carpet tape, and carpet removal
- No material handling charges when ordered from Goodkey

CLASSIC CARPET COLOR CHOICE *Please check one*

| | | | | |
|-----------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|
|  |  |  |  |  |
| <input type="checkbox"/> Red | <input type="checkbox"/> Blue | <input type="checkbox"/> Grey | <input type="checkbox"/> Black | <input type="checkbox"/> Forest Green |

| CARPET UNDERLAY | | | | |
|-----------------|-----------------------------------------|--------------|--------------|--|
| | Size: _____ ft x _____ ft = _____ sq/ft | \$1.70/sq.ft | \$2.15/sq.ft | |
| DOUBLE UNDERLAY | | | | |
| | Size: _____ ft x _____ ft = _____ sq/ft | \$3.50/sq.ft | \$4.40/sq.ft | |
| POLY (VISQUEEN) | | | | |
| | Size: _____ ft x _____ ft = _____ sq/ft | \$1.85/sq.ft | \$2.30/sq.ft | |

UNDER CARPET WIRING CUT *(does not include install)*

| | |
|-----------------------------------------------|--------------|
| Booth Size: _____ ft x _____ ft = _____ sq/ft | \$1.50/sq.ft |
|-----------------------------------------------|--------------|

DISCLAIMER: A replacement cost of the carpet will be assessed if the rented carpet was intentionally damaged and/or deemed unusable after the event.

SPECIAL INSTRUCTIONS

DESIGNER CARPET COLOR CHOICE *Please check one*

| | | | |
|---------------------------------------|--------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|------------------------------|
| Snow White <input type="checkbox"/> |  |  | Grape Purple PMS 525 |
| Alpine Green <input type="checkbox"/> |  |  | Apple Green PMS 368 |
| Ocean Blue <input type="checkbox"/> |  |  | Spicy Pink PMS 226 |
| Lemon Yellow <input type="checkbox"/> |  |  | Tangerine Orange PMS 1375 |
| Silky Beige <input type="checkbox"/> |  |  | Chocolate PMS 469 |

















| | | |
|-----------------------------------------------|--------------|--|
| 100 - 700 SQ FT. | | |
| Booth Size: _____ ft x _____ ft = _____ sq/ft | \$4.60/sq.ft | |
| 700 - 1200 SQ FT. | | |
| Booth Size: _____ ft x _____ ft = _____ sq/ft | \$4.20/sq.ft | |

| | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|--|
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|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|--|

FURNITURE FORM

IMPORTANT! This form must be accompanied with payment before processing will begin.

| | |
|------------------|---------------|
| Name of Company: | Booth Number: |
|------------------|---------------|

| TABLES | | | | | SEATING | | | | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|------------|---------------|-------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|------------|---------------|-------|
| DESCRIPTION | QTY | EARLY BIRD | REGULAR PRICE | TOTAL | DESCRIPTION | QTY | EARLY BIRD | REGULAR PRICE | TOTAL |
|  Chrome Cruiser Table 30" dia - 40" tall | | \$147.30 | \$184.10 | |  Folding Chair Green Plastic | | \$23.30 | \$29.15 | |
|  Cruiser Table 30" dia - 40" tall | | \$137.00 | \$171.25 | |  Secretarial Chair Black Fabric | | \$66.85 | \$83.55 | |
|  Lycra Cruiser Cover <input type="checkbox"/> BLACK <input type="checkbox"/> WHITE <input type="checkbox"/> GREEN <input type="checkbox"/> PURPLE <input type="checkbox"/> BLUE | | \$56.15 | \$70.20 | |  Leather Side Chair Black Leather Seat | | \$81.70 | \$102.10 | |
|  Pedestal Table 30" dia - 29" tall | | \$91.25 | \$114.10 | |  Stool with Backrest <input type="checkbox"/> Black Fabric | | \$147.30 | \$184.10 | |
|  Lycra Pedestal Cover <input type="checkbox"/> BLACK <input type="checkbox"/> WHITE <input type="checkbox"/> GREEN <input type="checkbox"/> PURPLE <input type="checkbox"/> BLUE | | \$48.80 | \$61.00 | |  Bar Stool Black Faux Leather | | \$104.00 | \$130.05 | |
|  Square Table Available in 2 heights <input type="checkbox"/> Cruiser 40" tall <input type="checkbox"/> Pedestal 29" tall | | \$91.25 | \$114.10 | |  Mini Bar Stool Black Faux Leather 25" tall | | \$75.35 | \$94.20 | |
|  Round Table Available in 2 heights <input type="checkbox"/> Cruiser 40" height <input type="checkbox"/> Pedestal 29" height | | \$91.25 | \$114.10 | | COMBOS | | | | |
|  Coffee Table 30" dia - 18" tall | | \$79.60 | \$99.50 | |  Barstool Combo Includes: - 2 regular height Bar Stools - 1 Cruiser Table (40" tall) | | | \$266.75 | |
| | | | | |  Mini Barstool Combo Includes: - 2 Mini Bar Stools - 1 Pedestal Table (29" tall) | | | \$181.30 | |














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SUBTOTAL




OPTIMUM FURNITURE FORM

IMPORTANT! This form must be accompanied with payment before processing will begin.

| | |
|------------------|---------------|
| Name of Company: | Booth Number: |
|------------------|---------------|

| SEATING | | | | | TABLES | | | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|------------|---------------|-------|-------------------------------------------------------------------------------------------------------------------------------|-----|------------|---------------|-------|
| DESCRIPTION | QTY | EARLY BIRD | REGULAR PRICE | TOTAL | DESCRIPTION | QTY | EARLY BIRD | REGULAR PRICE | TOTAL |
|  Corbusier Sofa <input type="checkbox"/> BLACK <input type="checkbox"/> WHITE | | \$650.95 | \$813.70 | |  Chrome Coffee Table 36" x 36" | | \$97.60 | \$122.00 | |
|  Corbusier Loveseat <input type="checkbox"/> BLACK <input type="checkbox"/> WHITE | | \$570.60 | \$713.30 | |  Chrome Coffee Table 24" x 48" | | \$97.60 | \$122.00 | |
|  Corbusier Chair <input type="checkbox"/> BLACK <input type="checkbox"/> WHITE | | \$366.65 | \$458.35 | |  Chrome End Table 18" x 18" | | \$91.25 | \$114.10 | |
|  Mini Chrome Flop Back Leather Seat/33" tall <input type="checkbox"/> WHITE | | \$103.00 | \$128.75 | |  Wood Top Chrome Coffee Table 36" x 36" | | \$147.60 | \$184.50 | |
|  JLO Bar Stool 36" tall <input type="checkbox"/> BLACK <input type="checkbox"/> WHITE | | \$91.15 | \$113.95 | |  Wood Top Chrome Coffee Table 24" x 48" | | \$147.60 | \$184.50 | |
|  Chrome Flop Back Leather Seat/45" tall <input type="checkbox"/> BLACK <input type="checkbox"/> WHITE | | \$196.20 | \$245.30 | |  Wood Top Chrome End Table 18" x 18" | | \$141.25 | \$176.55 | |
|  Shania Bar Stool <input type="checkbox"/> BLACK <input type="checkbox"/> WHITE | | \$91.15 | \$113.95 | | | | | | |

OPTIMUM FURNITURE COMBOS - SAVINGS OF 25% *ONLY VALID PRIOR TO ORDER DEADLINE DATE*

| DESCRIPTION | QTY | REGULAR PRICE | TOTAL | DESCRIPTION | QTY | REGULAR PRICE | TOTAL |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|---------------|-------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|---------------|-------|
|  Chrome Combo Includes: - 2 Chrome Flop Back Chairs (Black leather seat) - 1 Chrome Cruiser Table (40" tall) | | \$404.80 | |  Boardroom Combo Includes: - 1 Wooden Table (85"[L] x 42"[w] x 30"[t]) - 6 Ripple back chairs | | \$821.95 | |
|  Wood Top Combo Includes: - 2 Chrome Flop Back Chairs (Black leather seat) - 1 Wood Top Cruiser Table (40" tall) <input type="checkbox"/> ROUND <input type="checkbox"/> SQUARE | | \$362.55 | | | | | |

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| | |
|----------|--|
| SUBTOTAL | |
|----------|--|

DRAPE & TABLES FORM

IMPORTANT! This form must be accompanied with payment before processing will begin.

| | |
|------------------|---------------|
| Name of Company: | Booth Number: |
|------------------|---------------|

| | |
|----------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------|
|  TABLES & COUNTERS |  STAGING |
|----------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------|

| QTY | DESCRIPTION | EARLY BIRD | REGULAR PRICE | TOTAL |
|-----|-------------------------------------------------------------------------------------------------------|------------|---------------|-------|
| | 8'x2'x29"[h] Decorated Table (3 sides) | \$128.75 | \$160.95 | |
| | 6'x2'x29"[h] Decorated Table (3 sides) | \$128.75 | \$160.95 | |
| | Upgrade Decorated Table (4 sides) ADD | \$52.50 | \$65.65 | |
| | 4'x2'x29"[h] Decorated Table (4 sides) | \$128.75 | \$160.95 | |
| | 8'x2'x40"[h] Decorated Counter (3 sides) | \$184.40 | \$230.45 | |
| | 6'x2'x40"[h] Decorated Counter (3 sides) | \$184.40 | \$230.45 | |
| | Upgrade Decorated Counter (4 sides) ADD | \$77.25 | \$96.55 | |
| | 4'x2'x40"[h] Decorated Counter (4 sides) | \$184.40 | \$230.45 | |
| | Undecorated Table <input type="checkbox"/> 8' <input type="checkbox"/> 6' <input type="checkbox"/> 4' | \$70.05 | \$87.55 | |

| QTY | DESCRIPTION | EARLY BIRD | REGULAR PRICE | TOTAL |
|-----|--------------------------------------------|------------|---------------|-------|
| | 4'x8'x24" high Sections White Vinyl Top | \$136.90 | \$171.10 | |

STAGE SKIRT COLOR CHOICE Please check one



HARDWARE ACCESSORIES
 (Installation not included)

| QTY | DESCRIPTION | EARLY BIRD | REGULAR PRICE | TOTAL |
|-----|-------------------------------------------|------------|---------------|-------|
| | Add \$25.75 if labour to install | \$25.75 | \$25.75 | |
| | Baseplate | \$17.00 | \$21.25 | |
| | 4' - 7' Slider | \$17.00 | \$21.25 | |
| | 6' - 10' Slider | \$17.00 | \$21.25 | |
| | 7' - 12' Slider | \$17.00 | \$21.25 | |
| | 4' solid | \$17.00 | \$21.25 | |
| | 3' high upright (baseplate not included) | \$17.00 | \$21.25 | |
| | 8' high upright (baseplate not included) | \$17.00 | \$21.25 | |
| | 12' high upright (baseplate not included) | \$17.00 | \$21.25 | |

SKIRT COLOR CHOICE Please check one



WHITE BLUE GREY TEAL BLACK RED NAVY

DRAPE PARTITIONING

| QTY | DESCRIPTION | EARLY BIRD | REGULAR PRICE | TOTAL |
|-----|---------------------------|------------|---------------|-------|
| | 8' High - per linear foot | \$7.30 | \$9.15 | |
| | 3' High - per linear foot | \$4.80 | \$6.00 | |

DRAPE COLOR CHOICE Please check one



WHITE BLUE GREY TEAL BLACK RED NAVY
 GOLD FOREST GREEN BURGUNDY

| | | | | |
|--|-------------------------------------------|---------|---------|--|
| | 10' High Black "Velour" - per linear foot | \$18.00 | \$22.50 | |
| | 16' High - per linear foot | \$14.65 | \$18.30 | |

10' & 16' DRAPE COLOR CHOICE Please check one



BLACK



| | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|--|
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|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|--|

ACCESSORIES FORM









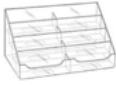

IMPORTANT! This form must be accompanied with payment before processing will begin.

| | |
|------------------|---------------|
| Name of Company: | Booth Number: |
|------------------|---------------|

| LITERATURE & BUSINESS CARD DISPLAYS | MISC |
|-------------------------------------|------|
|-------------------------------------|------|

| DESCRIPTION | QTY | EARLY BIRD | REGULAR PRICE | TOTAL | DESCRIPTION | QTY | EARLY BIRD | REGULAR PRICE | TOTAL |
|--------------------------------------------------------------------------------------------------------------------------------------|-----|------------|---------------|-------|-----------------------------------------------------------------------------------------------|-----|------------|---------------|-------|
|  Chrome Lit Rack 8 wire slots Fits 8.5" x 11" | | \$143.20 | \$178.95 | |  Draw Barrel | | \$81.70 | \$102.10 | |

CLEAR ACRYLIC

| DESCRIPTION | QTY | EARLY BIRD | REGULAR PRICE | TOTAL | DESCRIPTION | QTY | EARLY BIRD | REGULAR PRICE | TOTAL |
|---------------------------------------------------------------------------------------------------------------------------------------|-----|------------|---------------|-------|--------------------------------------------------------------------------------------------------------------------------------------|-----|--------------------------|---------------|-------|
|  Single Literature Fits up to 9.25" x 10.75" | | \$37.10 | \$46.35 | |  Mini Fridge | | \$221.75 | \$277.20 | |
|  3 Tier Literature Fits up to 9.25" x 10.75" | | \$64.70 | \$80.85 | |  Water Cooler Includes 1 jug of water + 250 cups | | Water Cooler \$184.40 | \$230.45 | |
|  Single Business Card Fits standard card | | \$14.85 | \$18.55 | |  Desk | | \$337.40 | \$421.75 | |
|  4 Tier Business Card Fits standard card | | \$25.45 | \$31.80 | |  Coat Tree | | \$143.20 | \$178.95 | |
|  4 Double Tier Business Card Fits standard card | | \$63.65 | \$79.55 | |  Bag Holder | | \$91.25 | \$114.10 | |

| |
|----------------------------------------------------------------------------------------------------------|
|  <h2>LIVE PLANTS</h2> |
|----------------------------------------------------------------------------------------------------------|

| QTY | DESCRIPTION | EARLY BIRD | REGULAR PRICE | TOTAL |
|-----|--------------------------|------------|---------------|-------|
| | Plant - Live Tropical 3' | \$89.10 | \$111.40 | |
| | Plant - Live Tropical 4' | \$111.25 | \$139.05 | |
| | Plant - Live Tropical 5' | \$140.10 | \$175.10 | |

 **Floral arrangements available on request**

| | | | |
|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
|  |  |  |  |
|  | Garment Rack Chrome on casters | \$59.45 | \$74.30 |
|  | Chrome Sign Holder Holds 22" x 28" | \$66.85 | \$83.55 |
|  | Easel Free Standing | \$25.45 | \$31.80 |
|  | Eco-Friendly Garbage Pail | \$37.10 | \$46.35 |

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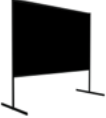





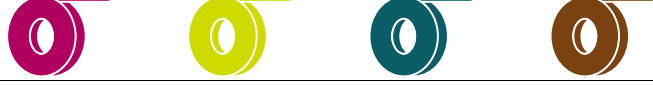







SUBTOTAL

| |
|------------------------------------------|
| Order Deadline: April 13, 2018 |
| Show Name: CIM Expo 2018 |
| Show Date: May 6-9, 2018 |

DISPLAY ACCESSORIES FORM

IMPORTANT! This form must be accompanied with payment before processing will begin.

| | |
|------------------|---------------|
| Name of Company: | Booth Number: |
|------------------|---------------|

| OCTANORM COUNTERS AND RISERS | | | | | MISC | | | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------|-----|------------|---------------|-------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|------------|---------------|-------|
| DESCRIPTION | QTY | EARLY BIRD | REGULAR PRICE | TOTAL | DESCRIPTION | QTY | EARLY BIRD | REGULAR PRICE | TOTAL |
|  Counter Door & storage shelf 20"[d]x40"[w]x40"[h] | | \$190.50 | \$238.20 | |  Poster Board (Black) Double Sided 4'[h] x 8'[w] <i>*Material is hook velcro receptive</i> | | \$105.05 | \$131.35 | |
|  Counter w/ Graphic Door & storage shelf 20"[d]x40"[w]x40"[h] | | \$280.00 | \$350.00 | |  Peg Board (White) 1/8" holes | | \$105.05 | \$131.35 | |
|  Show Case Two shelves 20"[d]x38"[w]x49"[h] | | \$276.85 | \$346.00 | |  Peg Board Hooks | | \$00.67 | \$00.84 | |
|  Jewelry Case One shelf with lights 20"[d]x38"[w]x49"[h] | | \$245.10 | \$306.35 | |  GOODKEY APPROVED TAPE (does not damage hardware) | | | | |
|  Computer Counter 29"[d]x40"[w]x40"[h] | | \$224.95 | \$281.20 | |  Removable Double-sided Foam Tape 10 pieces per pad 2" x 1" pieces <i>*price per pad</i> | | \$30.00 | \$37.50 | |
|  Computer Counter w/ Graphic 29"[d]x40"[w]x40"[h] | | \$314.95 | \$399.95 | |  Removable Double-sided Foam Tape Roll 30ft roll x 1" wide <i>*price per roll</i> | | \$60.00 | \$75.00 | |
|  Product Risers 3 glass shelves 20"x20" 15", 33", 38" tall | | \$227.00 | \$283.75 | | <div style="background-color: #e91e63; color: white; padding: 5px; text-align: center;"> COUNTER WITH FULL COLOR GRAPHIC ~Be noticed! </div> <div style="padding: 10px;"> <p>Display your company logo or branding</p> <ul style="list-style-type: none"> • Full color digital printing • Image size: 962mm[w] x 912mm[h] <p style="font-size: 24px; font-weight: bold; color: #e91e63;">ONLY \$280.00</p> <p><i>Send logo in .eps format along with directions to signsondemand@goodkey.com an email will be sent confirming receipt of logo and proof of signage</i></p>  </div> | | | | |
|  Ballot Box / Single Show Case 20"[d]x20"[w]x40"[h] | | \$117.75 | \$147.15 | | | | | | |
| <input type="checkbox"/> Closed Top <input type="checkbox"/> Slotted Top | | | | | | | | | |

| | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|--|
| To qualify for Pre-Show Prices orders must be received 14 days prior to event date. A 35% cancellation fee will be processed for orders received and then canceled. If service has already been provided, 100% of original order will be applied. We reserve the right to adjust orders calculated inaccurately or received after the Pre-Show Date. All prices in Canadian dollars. | SUBTOTAL | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|--|

10 x 10 OCTANORM BOOTHS

Please use **OCTANORM BOOTH RENTAL FORM** for ordering purposes.

What's Included? • Choice of - Carpet Color - Wall Panel Color • Header Sign for Name of Company



Style #1 - 10' x 10'

- 1 Header Sign (2942mm [w]x 302mm[h])



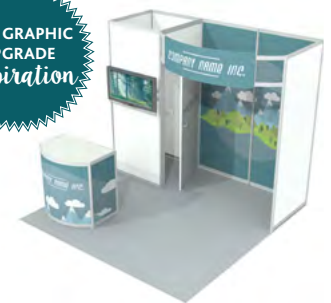
Style #2 - 10' x 10'

- 1 Header Sign (1952mm [w]x 302mm[h])
- Storage Area 3' x 9.6' w/ lockable door
- Lockable counter 3.3' high



Style #3 - 10' x 10'

- 1 Curved Header Sign (1500mm [w]x 450mm[h])
- Corner storage area 3' x 3'
- Lockable counter 3.3' high



Style #4 - 10' x 10'

- 2 Header Signs (1952mm [w]x 302mm[h])
- Curved counter 3.3' high



*Full color upgrades shown as inspiration, not included in price.

Want a more custom look? We can custom design to your specifications! CALL 1.877.726.2211

10 x 20 OCTANORM BOOTHS

Please use **OCTANORM BOOTH RENTAL FORM** for ordering purposes.

What's Included? • Choice of - Carpet Color -Wall Panel Color • Header Sign for Name of Company



Style #5 - 10' x 20'

- 2 Header Signs (2942mm [w]x 302mm[h])



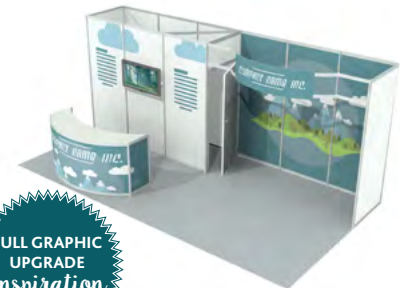
Style #6 - 10' x 20'

- Storage area 3' x 6' w/ lockable door
- Custom reception counter



Style #7 - 10' x 20'

- 1 Curved Header Sign (1500mm [w]x 450mm[h])
- Storage area 3' x 9.6' w/ lockable door
- Curved counter 3.3' high



Style #8 - 10' x 20'

- 3 Header Signs
 1@(2942mm [w]x 302mm[h])
 2@(1952mm [w]x 302mm[h])
- Storage area 3' x 9.6' w/ lockable door
- Curved counter 3.3' high



*Full color upgrades shown as inspiration, not included in price.

Want a more custom look? We can custom design to your specifications! CALL 1.877.726.2211

OCTANORM BOOTH RENTAL ORDER FORM

IMPORTANT! This form must be accompanied with payment before processing will begin.

| | |
|------------------|---------------|
| Name of Company: | Booth Number: |
|------------------|---------------|

| 1. OCTANORM EXHIBIT BOOTH OPTIONS | | | |
|-----------------------------------|---------------------|------------------|---------------|
| QTY | DESCRIPTION | EARLY BIRD PRICE | REGULAR PRICE |
| | Style 1 - 10' x 10' | \$1215.50 | \$1519.00 |
| | Style 2 - 10' x 10' | \$1710.00 | \$2137.00 |
| | Style 3 - 10' x 10' | \$1803.00 | \$2253.00 |
| | Style 4 - 10' x 10' | \$1545.00 | \$1931.00 |
| | Style 5 - 10' x 20' | \$2217.00 | \$2771.00 |
| | Style 6 - 10' x 20' | \$3090.00 | \$3862.50 |
| | Style 7 - 10' x 20' | \$2936.00 | \$3669.00 |
| | Style 8 - 10' x 20' | \$2730.00 | \$3412.00 |



2. CARPET COLOR CHOICE Please check one

Red Blue Grey Black

3. PANEL COLOR CHOICE Please check one

Complimentary Choose your panel color below
 White Hardwall
 Black Hardwall

Burfab Upgrade Velcro receptive panels
\$125 for 10'x10' booth space
\$200 for 10'x20' booth space

Blue Black

4. HEADER / FASCIA SIGN or FULL COLOR HEADER UPGRADE Please check one

** All Headers / Fascia signs are white unless upgraded to a full color graphic*

Complimentary - (Bold black font proportionally on white panel, capital letters unless specified)

PLEASE CLEARLY PRINT NAME AS YOU WOULD LIKE IT TO APPEAR

Full color header upgrade \$95/ each
 See GRAPHICS & DIGITAL PRINTING FORM to order graphics
 Email signsondemand@goodkey.com with any questions



SPECIAL INSTRUCTIONS

PANEL & HARDWARE DISCLAIMER

If you ruin a panel or some hardware, you will be charged a fee! Please only use approved tape on booth.
 You will be charged \$60/panel for cleaning or repair.

Many other custom designs are available! For more information CALL 1.877.726.2211


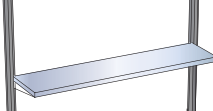
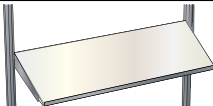
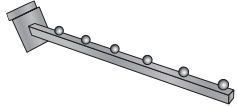


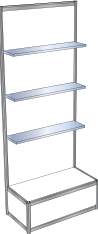
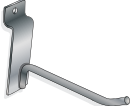

To qualify for Pre-Show Prices orders must be received 14 days prior to event date. A 35% cancellation fee will be processed for orders received and then canceled. If service has already been provided, 100% of original order will be applied. We reserve the right to adjust orders calculated inaccurately or received after the Pre-Show Date. All prices in Canadian dollars.

SUBTOTAL

OCTANORM ACCESSORY RENTAL FORM

IMPORTANT! This form must be accompanied with payment before processing will begin.

| | |
|------------------|---------------|
| Name of Company: | Booth Number: |
|------------------|---------------|

| OCTANORM DISPLAY SYSTEMS | | | | | OCTANORM ACCESSORIES | | | | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|---------------|---------------|-------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|--------------|---------------|-------|
| DESCRIPTION | QTY | EARLY BIRD | REGULAR PRICE | TOTAL | DESCRIPTION | QTY | EARLY BIRD | REGULAR PRICE | TOTAL |
|  Full Height Slat Wall Panel 1m x 2.5m <input type="checkbox"/> White Slat Wall <input type="checkbox"/> Black Slat Wall | | \$169.95 each | \$212.45 each | |  Glass Shelves 9" x 38" | | \$29.70 each | \$37.15 each | |
|  Angled Literature Shelf 12" x 38" (melamine) | | \$45.60 each | \$57.00 each | |  Waterfall Rack <i>*must be used with slat wall</i> | | \$29.70 each | \$37.15 each | |
|  Half Slat Wall Panel 1m x 1.25m <input type="checkbox"/> White Slat Wall <input type="checkbox"/> Black Slat Wall <input type="checkbox"/> Top <input type="checkbox"/> Bottom | | \$102.00 each | \$127.45 each | |  Gooseneck Light <i>*does not include power</i> | | \$62.60 each | \$78.30 each | |
|  Shelf Gondola - White 3 Glass Shelves 9" x 38" 20" x 38" x 98"[h] | | \$392.45 each | \$490.55 each | |  2" Slat Wall Hook | | \$0.67 each | \$0.84 each | |
|  Slat Wall Gondola Brackets not included 20" x 38" x 98"[h] <input type="checkbox"/> Black <input type="checkbox"/> White | | \$392.45 each | \$490.55 each | | <p><i>*The items on this page are only available when an Octanorm exhibit booth is also rented from Goodkey Show Services LTD. *All accessories are subject to availability.</i></p> <p>IMPORTANT Please include a diagram of the ordered booth indicating placement of all ordered accessories.</p> | | | | |

Many other custom designs are available! For more information CALL 1.877.726.2211

To qualify for Pre-Show Prices orders must be received 14 days prior to event date. A 35% cancellation fee will be processed for orders received and then canceled. If service has already been provided, 100% of original order will be applied. We reserve the right to adjust orders calculated inaccurately or received after the Pre-Show Date. All prices in Canadian dollars.

SUBTOTAL

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|------------------------------------------|
| Order Deadline: April 13, 2018 |
| Show Name: CIM Expo 2018 |
| Show Date: May 6-9, 2018 |

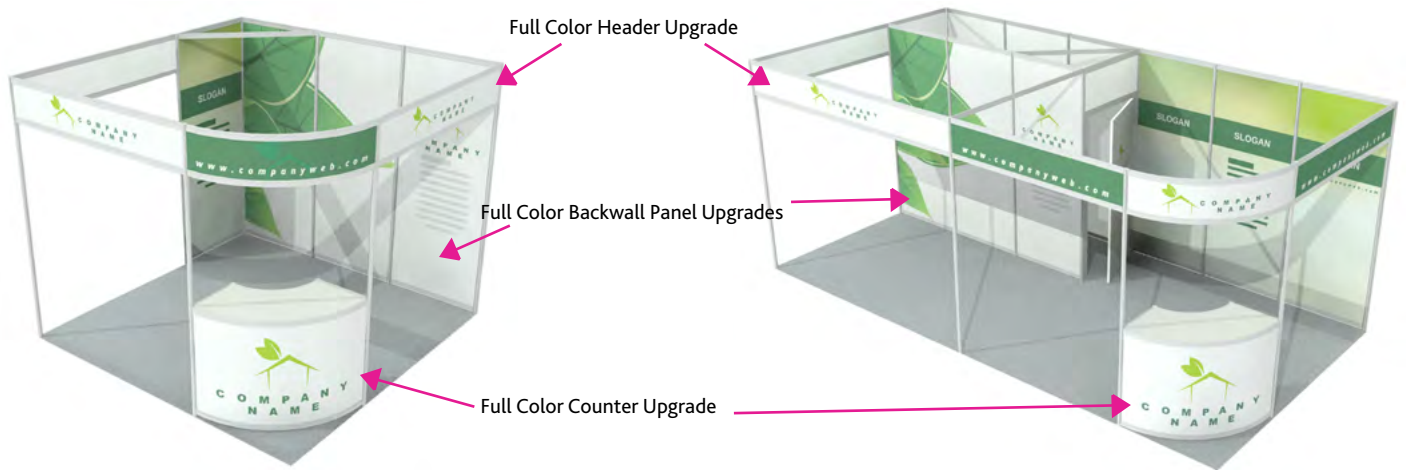
SIGNAGE & DIGITAL PRINTING FORM

IMPORTANT! This form must be accompanied with payment before processing will begin.

| | |
|------------------|---------------|
| Name of Company: | Booth Number: |
|------------------|---------------|

| DESCRIPTION | QTY | EARLY BIRD | REGULAR PRICE | TOTAL |
|-----------------------------------------------------------------------------------------------------|-----|------------|---------------|-------|
| Full Color Header Upgrade - 2942mm x 302mm (see Octanorm Booth pages for other header measurements) | 1 | \$95.00 | \$118.75 | |
| Full Color Backwall Panel Upgrade - 962mm x 2392mm | 1 | \$300.00 | \$375.00 | |
| Full Color Counter Upgrade - 962mm x 912mm (counter rental required) | 1 | \$90.00 | \$112.50 | |
| If artwork is not supplied as print ready, a minimum of \$50 will be charged to modify art files | | | \$50.00 | |

**Contact us for a consultation about custom sizes, items, and printing options.
 Subject availability of supplies and time-lines.**



PRINT READY GUIDELINES

- DESIGN at full size without bleeds; flush wall panels supplied as one continuous file
- CONVERT all text to outlines or curves
- SAVE as single page, high quality print .pdf or .jpg - Make sure you save WITHOUT printers marks (cropmarks, color bars...etc)
- INCLUDE a layout legend if there are multiple panels
- Please direct all graphic, signage, and print inquiries to: signsondemand@goodkey.com or 780-426-2211

ALL ARTWORK IS DUE BY THE ORDER DEADLINE DATE

SPECIAL INSTRUCTIONS

| | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|--|
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|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|--|



Head Office | 9519 - 49 St | Edmonton, AB | T6B 2L8
 Vancouver Office | Unit 9, 3751 North Fraser Way | Burnaby, BC | V5J 5G4
 Red Deer Office | #106 - 153 Clearmile Ave | Red Deer County, AB | T4E 0A1
 toll free 1.877.726.2211 | goodkey.com

| |
|------------------------------------------|
| Order Deadline: April 13, 2018 |
| Show Name: CIM Expo 2018 |
| Show Date: May 6-9, 2018 |

INSTALLATION & DISMANTLE LABOUR FORM

IMPORTANT! This form must be accompanied with payment before processing will begin.

| | |
|------------------|---------------|
| Name of Company: | Booth Number: |
|------------------|---------------|

INSTALLATION & DISMANTLE RATES

| | | |
|---------------------------|-----------------------------------------------------------------------------|--------------|
| Regular Time (RT): | 8:00 am - 4:00 pm Monday to Friday | \$107.00/hr. |
| Overtime (OT): | 4:00 pm - 6:00 pm Monday to Friday 8:00 am - 4:00 pm Saturday and Sunday | \$160.00/hr. |
| Double Time (DT): | All other hours including Sundays and statutory holidays | \$214.00/hr. |

INSTALLATION: (estimated requirements) MINIMUM OF 2 HOURS

| | | | | |
|------------------------------------------------------|-----------|-------|-------------------|----------|
| | labourers | hours | \$107.00/hr. (RT) | \$ _____ |
| | labourers | hours | \$160.00/hr. (OT) | \$ _____ |
| | labourers | hours | \$214.00/hr. (DT) | \$ _____ |
| Date Required: _____ Start Time: _____ Finish: _____ | | | | |

DISMANTLE: (estimated requirements) MINIMUM OF 2 HOURS

| | | | | |
|------------------------------------------------------|-----------|-------|-------------------|----------|
| | labourers | hours | \$107.00/hr. (RT) | \$ _____ |
| | labourers | hours | \$160.00/hr. (OT) | \$ _____ |
| | labourers | hours | \$214.00/hr. (DT) | \$ _____ |
| Date Required: _____ Start Time: _____ Finish: _____ | | | | |

Client Supervised? Yes No If yes, Supervisors name: _____

Supervised by Goodkey Show Services Ltd.? Yes No If yes, add 25% to total estimated charges

The exhibit consists of _____ shipping cases or crates (Please do not include cartons/boxes of literature or products)

| DESCRIPTION | QTY | EARLY BIRD | REGULAR PRICE | TOTAL |
|-------------------|-----|--------------|---------------|-------|
| Ladder Rental | | \$25.75 /day | \$32.20 /day | |
| 12' Ladder Rental | | \$41.20 /day | \$51.50 /day | |

SPECIAL INSTRUCTIONS

| | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|--|
| | Total estimated charge | |
| | 25% supervision fee | |
| To qualify for Pre-Show Prices orders must be received 14 days prior to event date. A 35% cancellation fee will be processed for orders received and then canceled. If service has already been provided, 100% of original order will be applied. We reserve the right to adjust orders calculated inaccurately or received after the Pre-Show Date. All prices in Canadian dollars. | SUBTOTAL | |



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 toll free 1.877.726.2211 | goodkey.com

| |
|------------------------------------------|
| Order Deadline: April 13, 2018 |
| Show Name: CIM Expo 2018 |
| Show Date: May 6-9, 2018 |

INSTALLATION & REMOVAL IN-BOOTH FORKLIFT FORM

IMPORTANT! This form must be accompanied with payment before processing will begin.

| | |
|------------------|---------------|
| Name of Company: | Booth Number: |
|------------------|---------------|

INSTALLATION & DISMANTLE RATES

| | | |
|---------------------------|----------------------------------------------------------|--------------|
| Regular Time (RT): | 8:00 am - 4:00 pm Monday to Friday | \$223.00/hr. |
| Overtime (OT): | 4:00 pm - 6:00 pm Monday to Friday | \$334.00/hr. |
| | 8:00 am - 4:00 pm Saturday and Sunday | |
| Double Time (DT): | All other hours including Sundays and statutory holidays | \$445.00/hr. |

INSTALLATION: *(estimated requirements)* MINIMUM OF 1.5 HOURS

| | | | |
|------------------------------------------------------|-------|-------------------|----------|
| | hours | \$223.00/hr. (RT) | \$ _____ |
| | hours | \$334.00/hr. (OT) | \$ _____ |
| | hours | \$445.00/hr. (DT) | \$ _____ |
| Date Required: _____ Start Time: _____ Finish: _____ | | | |

REMOVAL: *(estimated requirements)* MINIMUM OF 1.5 HOURS

| | | | |
|------------------------------------------------------|-------|-------------------|----------|
| | hours | \$223.00/hr. (RT) | \$ _____ |
| | hours | \$334.00/hr. (OT) | \$ _____ |
| | hours | \$445.00/hr. (DT) | \$ _____ |
| Date Required: _____ Start Time: _____ Finish: _____ | | | |

SPECIAL INSTRUCTIONS

| | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|--|
| | Total estimated charge | |
| To qualify for Pre-Show Prices orders must be received 14 days prior to event date. A 35% cancellation fee will be processed for orders received and then canceled. If service has already been provided, 100% of original order will be applied. We reserve the right to adjust orders calculated inaccurately or received after the Pre-Show Date. All prices in Canadian dollars. | SUBTOTAL | |



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| |
|------------------------------------------|
| Order Deadline: April 13, 2018 |
| Show Name: CIM Expo 2018 |
| Show Date: May 6-9, 2018 |

CART / DOLLY MATERIAL HANDLING SERVICE

IMPORTANT! This form must be accompanied with payment before processing will begin.

| | |
|------------------|---------------|
| Name of Company: | Booth Number: |
|------------------|---------------|

This form is for Privately Owned Vehicles * ONLY

This service is available during the move in & move out of the show.

The price listed is per cartload (one way) from the loading dock to your booth or vise-versa. Each load must consist of 8 pieces or less and must safely fit on the provided cart or dolly, the maximum weight of each load is 300 lbs. Service includes delivery labour if required.

This form does not include any storage of materials.

If labour of cart service is done by exhibitor (and not a Goodkey representative), any damages incurred to property of Goodkey or the facility will be the responsibility of the exhibitor.

| CART / DOLLY SERVICE: | | | |
|-----------------------|---------------------------|---------------|----------|
| Trips Required: _____ | x Dollies Required: _____ | x \$72.00 | \$ _____ |
| Date Required: _____ | Start Time: _____ | Finish: _____ | |
| Date Required: _____ | Start Time: _____ | Finish: _____ | |
| Date Required: _____ | Start Time: _____ | Finish: _____ | |
| Date Required: _____ | Start Time: _____ | Finish: _____ | |
| Date Required: _____ | Start Time: _____ | Finish: _____ | |
| Date Required: _____ | Start Time: _____ | Finish: _____ | |

Please refer to the move in / move out schedule for the show to determine your requirements.



* A Privately Owned Vehicle is considered a car, small van, half tonne pickup, SUV or company owned truck with a trailer no greater than 12' in length. If you arrive with a truck or van filled with exhibit material, you will not qualify for this service and will be re-directed to the Marshalling yard.

| | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|--|
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|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|--|



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| |
|------------------------------------------|
| Order Deadline: April 13, 2018 |
| Show Name: CIM Expo 2018 |
| Show Date: May 6-9, 2018 |

MATERIAL HANDLING

IMPORTANT! This form must be accompanied with payment before processing will begin.

| | |
|------------------|---------------|
| Name of Company: | Booth Number: |
|------------------|---------------|

| ON-SITE MATERIAL HANDLING Date: Thursday, April 26 from 4 pm - 8 pm ONLY Friday, April 27 from 7am - 6pm Saturday, April 28 from 4pm - 8pm | ADVANCED MATERIAL HANDLING REGULAR PACKAGES (WEIGH MORE THAN 200LBS) Starting: Monday, April 2 from 8:30am - 3:30 pm Deadline: Monday, April 23, 2018 | ADVANCED MATERIAL HANDLING SMALL PACKAGES (WEIGH LESS THAN 200LBS) Starting: Monday, April 2 from 8:30am - 3:30 pm Deadline: Monday, April 23, 2018 |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> • Please note: No shipments from exhibitors will be accepted prior to Thursday, April 26, 2017 • RECEIVE & STORE SHIPMENT UP TO 1 DAY PRIOR TO SHOW OPENING • DELIVERY OF SHIPMENT FROM SHIPPING AREA TO BOOTH • REMOVING OF EMPTY CONTAINERS FROM BOOTH TO STORAGE AREA • RETURNING OF EMPTY CONTAINERS TO BOOTH UPON SHOW CLOSING • RELOADING OF SHIPMENT FROM BOOTH TO EXHIBITOR ARRANGED OUTBOUND CARRIER <p>\$82.00 per hundred pounds (lbs.) (\$164.00 minimum charge)</p> <p>Weight _____ @ \$0.82/cwt</p> <p>Carrier Name: _____ # of pcs. _____</p> <p>Bill of Lading # _____</p> <p>To qualify for Pre-Show Prices orders must be received 14 days prior to event date. A 35% cancellation fee will be processed for orders received and then canceled. If service has already been provided, 100% of original order will be applied. We reserve the right to adjust orders calculated inaccurately or received after the Pre-Show Date. <i>All prices in Canadian dollars.</i></p> | <ul style="list-style-type: none"> • RECEIVE & STORE SHIPMENT UP TO 30 DAYS IN ADVANCED WAREHOUSE • DELIVERY OF SHIPMENT FROM ADVANCED WAREHOUSE TO SHOW SITE • FIRST PRIORITY UNLOADING STATUS • REMOVING OF EMPTY CONTAINERS FROM BOOTH TO STORAGE AREA • RETURNING OF EMPTY CONTAINERS TO BOOTH UPON SHOW CLOSING • RELOADING OF SHIPMENT FROM BOOTH TO EXHIBITOR ARRANGED OUTBOUND CARRIER <p>\$92.00 per hundred pounds (lbs.) (\$184.00 minimum charge)</p> <p>Weight _____ @ \$0.92/cwt</p> <p>Carrier Name: _____ # of pcs. _____</p> <p>Bill of Lading # _____</p> <p>To qualify for Pre-Show Prices orders must be received 14 days prior to event date. A 35% cancellation fee will be processed for orders received and then canceled. If service has already been provided, 100% of original order will be applied. We reserve the right to adjust orders calculated inaccurately or received after the Pre-Show Date. <i>All prices in Canadian dollars.</i></p> | <ul style="list-style-type: none"> • RECEIVE & STORE SHIPMENT UP TO 30 DAYS IN ADVANCED WAREHOUSE • DELIVERY OF SHIPMENT FROM ADVANCED WAREHOUSE TO SHOW SITE • FIRST PRIORITY UNLOADING STATUS • REMOVING OF EMPTY CONTAINERS FROM BOOTH TO STORAGE AREA • RETURNING OF EMPTY CONTAINERS TO BOOTH UPON SHOW CLOSING • RELOADING OF SHIPMENT FROM BOOTH TO EXHIBITOR ARRANGED OUTBOUND CARRIER <p>\$154.00 per hundred pounds (lbs.) (\$154.00 minimum charge)</p> <p>Weight _____ @ \$1.54/cwt</p> <p>Carrier Name: _____ # of pcs. _____</p> <p>Bill of Lading # _____</p> <p>To qualify for Pre-Show Prices orders must be received 14 days prior to event date. A 35% cancellation fee will be processed for orders received and then canceled. If service has already been provided, 100% of original order will be applied. We reserve the right to adjust orders calculated inaccurately or received after the Pre-Show Date. <i>All prices in Canadian dollars.</i></p> |
| SUBTOTAL | SUBTOTAL | SUBTOTAL |

| CONDITIONS | CONDITIONS |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> • ALL ORDERS MUST BE PREPAID • ALL ORDERS RECEIVED AFTER THE DEADLINE DATE WILL BE SUBJECT TO A 25% LATE FEE • PLEASE ARRANGE SHIPMENTS TO ARRIVE BETWEEN 8:00 AM - 4:00 PM <p><small>*RESHIPPING: Exhibitors must arrange for pickup at show site, all items must be labeled and include completed bill of lading. Material not removed from exhibit area by specified time will be shipped collected by first available carrier.</small></p> | <ul style="list-style-type: none"> • ALL ORDERS MUST BE PREPAID • ALL ORDERS RECEIVED AFTER THE DEADLINE DATE WILL BE SUBJECT TO A 25% LATE FEE • PLEASE ARRANGE SHIPMENTS TO ARRIVE BETWEEN 8:30 AM - 3:30 PM, MONDAY - FRIDAY • LOOSE AND UNCRATED SHIPMENTS WILL NOT BE RECEIVED BY ADVANCED WAREHOUSE <p><small>*RESHIPPING: Exhibitors must arrange for pickup at show site, all items must be labeled and include completed bill of lading. Material not removed from exhibit area by specified time will be shipped collected by first available carrier.</small></p> |

| ONSITE LABELING | ADVANCED WAREHOUSE LABELING |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| CIM Expo 2018 NAME OF COMPANY - BOOTH # c/o GOODKEY SHOW SERVICES LTD. Vancouver Convention Centre 1055 Canada Place Vancouver, BC V6C 0C3 | CIM Expo 2018 NAME OF EXHIBITING COMPANY - BOOTH # c/o GOODKEY SHOW SERVICES LTD. YRC REIMER 3985 Stillcreek Avenue Burnaby, BC V5C 4E2 |

LIMITS AND LIABILITIES

Goodkey Show Services Ltd. will not be held responsible for concealed damage, or loss of merchandise after delivery to booth before or during installation time, or at conclusion of show prior to delivery to common carrier. Shipments should be insured by the exhibitor for coverage when out of the care, custody and control of Goodkey Show Services Ltd. The condition, count and contents of the materials found in the booth at the time of actual removal will be final and binding and the right is reserved to alter exhibitors bill of lading to reflect actual condition, count and contents found. Goodkey Show Services Ltd. will not be responsible for damages incurred while handling loose exhibit materials or those inadequately packed. Goodkey Show Services Ltd. will not be responsible for failure or delay in performing services when delay is caused by strike, labour storage, or any other cause unavoidable or beyond their control. Shipments should be insured by the exhibitor for coverage when out of the care, custody, and control of Goodkey Show Services Ltd. The liability of Goodkey Show Services Ltd. is hereby limited to \$0.30 per pound per article and values exceeding this limitation should be insured by the shipper. All items requiring rigging or special equipment will be charged on a time and material basis. Exhibits or equipment arriving uncrated will be charged an additional 50% handling charge. Goodkey Show Services Ltd. will receive goods only if this form is returned signed and freight is PREPAID.

Signature _____ Date _____



9519 - 49 Street TEL - 1.877.726.2211
Edmonton, AB T6B 2L8 FAX - 1.888.426.5734

PLACE PRO NUMBER HERE

SHIPPER'S NUMBER

DATE/TIME RECEIVED: _____ AM
PM

MATERIAL HANDLING AGREEMENT

INSTRUCTIONS: COMPLETE ALL SHADED AREAS, RETURN COMPLETED AGREEMENT TO SERVICE DESK WHEN MATERIALS ARE PACKED AND READY FOR SHIPMENT.

DATE: _____

BOOTH NUMBER: _____

| FROM: | TO: |
|-------------------------------------------------------------------|-----|
| Vancouver Convention Centre | |
| 1055 Canada Place | |
| Vancouver, BC | |
| V6C 0C3 | |
| <small>SHIPPED FROM: EVENT/FACILITY/CITY</small> CIM Expo 2018 | |

IN THE EVENT YOUR SELECTED CARRIER FAILS TO SHOW ON FINAL MOVE-OUT DAY, PLEASE SELECT ONE OF THE FOLLOWING OPTIONS:
CHECK ONE
1) RE-ROUTE VIA GOODKEY LOGISTICS
2) DELIVER BACK TO THE WAREHOUSE AT EXHIBITOR'S EXPENSE

SIGNATURE

SPECIAL INSTRUCTIONS:

CARRIER: _____

PICK UP NUMBER: _____

RE-ROUTE VIA _____ BY _____
DATE _____ TIME _____ AM/PM

AIR FREIGHT WILL BE BILLED ON ACTUAL OR DIMENSIONAL WEIGHT, WHICHEVER IS GREATER
DECLARED VALUE FOR AIR SHIPMENTS ONLY \$ _____ .00 (OPTIONAL)

CHECK NUMBER OF SEPARATE SHIPMENTS IN BOOTH: 1 2 3 4 OR SPECIFY: _____

GOODKEY LOGISTICS
 STANDARD GROUND UNCRATED AIR FREIGHT NEXT DAY SECOND DAY DEFERRED

OTHER CARRIERS
 COMMON CARRIER VAN LINE AIR FREIGHT NEXT DAY SECOND DAY DEFERRED

| FREIGHT INFORMATION | | | | | |
|---------------------|------------|-------------------------------------------|-----------|---------------------------------|---------------------------------------------------------------------|
| CHECKER | NO. PIECES | DESCRIPTION OF ARTICLES | * HAZ MAT | WEIGHT (LB) SUBJECT TO CORR. | * EMERGENCY RESPONSE NUMBER IF HAZARDOUS MATERIAL COLUMN USED |
| | | CRATES EXHIBITION MATERIAL, K.D. (WOODEN) | | | |
| | | CARTONS (CARDBOARD) | | | |
| | | TRUNKS/ CASES (FIBER) (COLOR) _____ | | | |
| | | SKIDS/ PALLETS | | | |
| | | CARPETS (COLOR) _____ | | | |
| | | CARPET PADDING | | | |

EXHIBITOR SHALL BE RESPONSIBLE FOR ALL SHIPPING CHARGES INCURRED. EXHIBITOR'S SIGNATURE (OR THE SIGNATURE OF THE EXHIBITOR'S AGENT) BELOW DENOTES ACCEPTANCES OF THE TERMS AND CONDITIONS ON THE REVERSE SIDE OF THE FORM. EXHIBITOR OR ITS AGENT CERTIFIES & WARRANTS THAT ITS FREIGHT CONTAINS NO HAZARDOUS MATERIALS, OR IF FREIGHT CONTAINS SUCH MATERIALS, THAT THE EXHIBITOR IS REGISTERED IN CONFORMANCE WITH SUBPART G OF PART 107 CFR TITLE 49, IF APPLICABLE, AND THAT THE HAZARDOUS MATERIALS HAVE BEEN PROPERLY CLASSIFIED, DESCRIBED, PACKAGED, MARKED AND LABELED, AND ARE IN PROPER CONDITION FOR SHIPMENT AS REQUIRED, PERMITTED AND/OR AUTHORIZED UNDER APPLICATION LOCAL, PROVINCIAL/STATE AND FEDERAL STATUTES AND REGULATIONS.

IF NEITHER BOX IS CHECKED, SHIPMENT WILL BE SENT COLLECT: COLLECT PREPAID

BILL FREIGHT CHARGES TO: _____

| | |
|---------------------|-----------------|
| CHECKER SIGNATURE | DATE LOADED |
| TRAILER NO. | START TIME |
| | FINISH TIME |
| EXHIBITOR SIGNATURE | CARRIER |
| PRINT NAME | DRIVER |
| | DATE |
| | PIECES RECEIVED |



Head Office | 9519 - 49 St | Edmonton, AB | T6B 2L8
 Vancouver Office | Unit 9, 3751 North Fraser Way | Burnaby, BC | V5J 5G4
 Red Deer Office | #106 - 153 Clearmile Ave | Red Deer County, AB | T4E 0A1
 toll free 1.877.726.2211 | goodkey.com

| |
|------------------------------------------|
| Order Deadline: April 13, 2018 |
| Show Name: CIM Expo 2018 |
| Show Date: May 6-9, 2018 |

GROUND TRANSPORTATION QUOTE REQUEST FORM

IMPORTANT! This form must be accompanied with payment before processing will begin.

| SHIPPER INFORMATION | | | | |
|------------------------|--|---------------|---------|------------------------------------------------|
| Name of Company: | | Contact: | | Email: |
| Address: | | Telephone no. | | Pick-up Date: |
| City, Province, State: | | Postal Code: | Fax no. | Pick-up Hours: |
| | | | | Pick-up Location (Loading dock, office, etc..) |

Customs Papers Attached: Yes No If yes, Broker name: _____ Contact: _____ Telephone: _____
 I will be shipping to the Advance Warehouse: Yes No

| DESTINATION | | | | | | | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|----------------|------------------|----------------|---------------|--|
| CIM Expo 2018 NAME OF EXHIBITING COMPANY - BOOTH # c/o GOODKEY SHOW SERVICES LTD. YRC REIMER 3985 Stillcreek Avenue Burnaby, BC V5C 4E2 | | <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Company Name:</td> <td style="width: 50%;">Delivery Date:</td> </tr> <tr> <td>On-Site Contact:</td> <td>Delivery Time:</td> </tr> <tr> <td>Booth Number:</td> <td></td> </tr> </table> | Company Name: | Delivery Date: | On-Site Contact: | Delivery Time: | Booth Number: | |
| Company Name: | Delivery Date: | | | | | | | |
| On-Site Contact: | Delivery Time: | | | | | | | |
| Booth Number: | | | | | | | | |

SERVICE Competitive ground transportation pricing, priority move-in/out at show site ONE WAY ROUND TRIP

| ITEM DESCRIPTION | | SERVICE WILL BE CHARGED ON ACTUAL WEIGHTS AND DIMENSIONS | |
|------------------------|-------------------------------------|----------------------------------------------------------|------------------|
| TOTAL NUMBER OF PIECES | | DIMENSIONS | ESTIMATED WEIGHT |
| | CARTONS (CARDBOARD) | H _____ x W _____ x L _____ | |
| | TRUNKS/ CASES (FIBER) (COLOR) _____ | H _____ x W _____ x L _____ | |
| | CRATES (WOODEN) | H _____ x W _____ x L _____ | |
| | SKIDS/ PALLETS | H _____ x W _____ x L _____ | |
| | CARPETS (COLOR) _____ | H _____ x W _____ x L _____ | |
| | OTHER _____ | H _____ x W _____ x L _____ | |
| | _____ | | |
| | _____ | | |
| TOTAL PIECES | | TOTAL WEIGHT | |

RELEASE SIGNATURE _____ DECLARED VALUE _____
TO AUTHORIZE DELIVERY WITHOUT OBTAINING SIGNATURE

TERMS AND CONDITIONS

Goodkey Show Services Ltd. will not be held responsible for concealed damage, or loss of merchandise after delivery to booth before or during installation time, or at conclusion of show prior to delivery to common carrier. Shipments should be insured by the exhibitor for coverage when out of the care, custody and control of Goodkey Show Services Ltd. The condition, count and contents of the materials found in the booth at the time of actual removal will be final and binding and the right is reserved to alter exhibitors bill of lading to reflect actual condition, count and contents found. Goodkey Show Services Ltd. will not be responsible for damages incurred while handling loose exhibit materials or those inadequately packed. Goodkey Show Services Ltd. will not be responsible for failure or delay in performing services when delay is caused by strike labour stoppage, or any other cause unavoidable or beyond their control. The liability of Goodkey Show Services Ltd. is hereby limited to \$0.30 per pound, per article and values exceeding this limitation should be insured by the shipper. All items requiring rigging or special equipment will be charged on a time and material basis. Exhibits or equipment arriving uncrated will be charged an additional 50% handling charge. Goodkey Show Services Ltd. Will receive goods only if this form is returned signed and freight is PREPAID.

By signing this order form, shipper agrees to be bound by it's term and conditions
 Signature _____ Date _____
 Please Print Name _____



Head Office | 9519 - 49 St | Edmonton, AB | T6B 2L8
 Vancouver Office | Unit 9, 3751 North Fraser Way | Burnaby, BC | V5J 5G4
 Red Deer Office | #106 - 153 Clearmile Ave | Red Deer County, AB | T4E 0A1
 toll free 1.877.726.2211 | goodkey.com

| |
|------------------------------------------|
| Order Deadline: April 13, 2018 |
| Show Name: CIM Expo 2018 |
| Show Date: May 6-9, 2018 |

CUSTOMS BROKERAGE

| | | | |
|-------------------------------------------------------------------------------------------------------------------|---------|------------------------|---------------|
| Name of Company: | | Contact: | Booth Number: |
| Telephone no. | Fax no. | Email: | |
| Method of Payment <input type="checkbox"/> MASTERCARD <input type="checkbox"/> VISA <input type="checkbox"/> AMEX | | Expiration Date: _____ | CVC: _____ |
| Cardholder name: _____ | | | |

| Value of the Shipment | Please check all that apply <input checked="" type="checkbox"/> | IMPORT | EXPORT |
|----------------------------------------------|-----------------------------------------------------------------|------------------------------------|------------------------------------|
| Shipment value from \$0.00 - \$1,500.00 | | <input type="checkbox"/> \$180.00 | <input type="checkbox"/> \$180.00 |
| Shipment value from \$1,501.00 - \$3,000.00 | | <input type="checkbox"/> \$242.00 | <input type="checkbox"/> \$242.00 |
| Shipment value from \$3,000.00 - \$5,000.00 | | <input type="checkbox"/> \$560.00 | <input type="checkbox"/> \$560.00 |
| Shipment value from \$5,000.00 - \$7,500.00 | | <input type="checkbox"/> \$795.00 | <input type="checkbox"/> \$795.00 |
| Shipment value from \$7,500.00 - \$10,000.00 | | <input type="checkbox"/> \$878.00 | <input type="checkbox"/> \$878.00 |
| Shipment value from \$10,000.00 and up | | <input type="checkbox"/> \$1354.00 | <input type="checkbox"/> \$1354.00 |

Please note that all duties and taxes are extra.



| Other Charges | Please check all that apply <input checked="" type="checkbox"/> | EXPORT ONLY |
|--------------------------------------------------|-----------------------------------------------------------------|------------------------------------------|
| Preparation of Export Documents | | <input type="checkbox"/> \$31.00 |
| U.S. Customs Clearance at border | | <input type="checkbox"/> \$98.00 |
| Single Trip Bond (private vehicle when required) | | <input type="checkbox"/> \$92.00 |
| Carnet Handling | | <input type="checkbox"/> \$92.00 |
| Re-Manifesting when required | | <input type="checkbox"/> \$62.00 |
| ACE Manifest / SCAC for Private Vehicles | | <input type="checkbox"/> \$216.00 |
| Terminal Fees / Handling fees | | <input type="checkbox"/> Equal to Payout |



| | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|------------------|
| For exhibitors ordering return shipments to the USA, please include the following information: | | |
| Full address freight to deliver to in the USA: | | |
| | | |
| IRS # for the address that the freight is delivering to (ie. if the exhibitor is Company A in Denver, but the freight is delivering to Company B in Chicago, we require the Chicago companies IRS #) | | |
| | | |
| Total # of pieces | Total weight | Outbound Carrier |
| | | |

Authorize Goodkey Customs power of attorney to clear our shipment
I have read and understood the limits of liability found on the next page of this document

Signature _____ Date _____

| | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|
| To qualify for Pre-Show Prices orders must be received 14 days prior to event date. A 35% cancellation fee will be processed for orders received and then canceled. If service has already been provided, 100% of original order will be applied. We reserve the right to adjust orders calculated inaccurately or received after the Pre-Show Date. All prices in Canadian dollars. | SUBTOTAL |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|

CUSTOMS BROKERAGE LIMITS OF LIABILITY

I APPLICATION

The following provisions shall apply to all transportation of goods by for-hire highway carriers licensed under the Motor Vehicle Transport Act (Canada, R.S.C., 1970, M-14) or under provincial statutes with the exception of the transportation of:

- a) used household goods,
- b) livestock,
- c) bus parcel express shipments,
- d) the personal luggage of bus passengers,
- e) such other specific commodities as may be specified by provincial law.

II BILL OF LADING

1. A Bill of Lading shall be completed as provided herein for each shipment.
2. On each article covered by the Bill of Lading, there shall be plainly marked thereon by the consignor, the name of the consignee and the destination thereof. This requirement does not apply in cases where the shipment is from one consignor to one consignee and constitutes a truckload shipment.
3. The Bill of Lading shall be signed in full (not initialed), by the consignor and by the carrier as an acceptance of all terms and conditions contained therein.
4. At the option of the carrier a waybill may be prepared by the carrier and the waybill shall bear the same number of other positive means of identification as the original Bill of Lading. Under no circumstances shall the waybill replace the original Bill of Lading.

III CONDITIONS OF CARRIAGE

1. Liability of Carrier

The carrier of the goods herein described is liable for any loss or damage to goods accepted by him or his agent except as hereinafter provided.

2. Liability of Originating and Delivering Carriers

Where a shipment is accepted for carriage by more than one carrier, the carrier issuing the Bill of Lading (hereinafter called the originating carrier) and the carrier who assumes responsibility for delivery to the consignee, (hereinafter called the delivering carrier), in addition to any other liability hereunder, are liable for any loss of or damage to the goods while they are in custody of any other carrier to whom the goods are or have been delivered and from which liability the other carrier is not relieved.

3. Recovery from Connecting Carrier

The originating carrier or the delivering carrier, as the case may be, is entitled to recover from any other carrier to whom the goods are or have been delivered the amount of the loss or damage that the originating carrier or delivering carrier, as the case may be, may be required to pay hereunder resulting from loss of or damage to the goods while they were in the custody of such other carrier.

When shipments are interlined between carriers, settlement of concealed damage claims shall be prorated on the basis of revenues received.

4. Remedy by consignor or Consignee

Nothing in articles 2 or 3 deprives a consignor or consignee of any rights he may have against any carrier.

5. Exception from Liability

The carrier shall not be liable for loss, damage or delay to any of the goods described in the Bill of Lading caused by an

Act of God, the Queen's or public enemies, riots, strikes, a defect or inherent vice in the goods, the act or default of the consignor, owner or consignee, authority of law, quarantine or differences in weights of grain, seed, or other commodities caused by natural shrinkage.

6. Delay

No carrier is bound to transport the goods by any particular vehicle or in time for any particular market or otherwise than with due dispatch, unless by agreement specifically endorsed on the Bill of Lading and signed by the parties thereto.

7. Routing by Carrier

In case of physical necessity where the carrier forwards the goods by a conveyance that is not a licensed for-hire vehicle, the liability of the carrier is the same as though the entire carriage were by licensed for-hire vehicle.

8. Stoppage in Transit

Where goods are stopped and held in transit at the request of the party entitled to so request, the goods are held at the risk of that party.

9. Valuation

Subject to article 10, the amount of any loss or damage for which the carrier is liable, whether or not the loss or damage results from negligence, shall be computed on the basis of:

- a) the value of the goods at the place and time of shipment including the freight and other charges if paid; or
- b) where a value lower than that referred to in paragraph (a) has been represented in writing by the consignor or has been agreed upon, such lower value shall be the maximum liability.

10. Maximum Liability

The amount of any loss or damage computed under paragraph (a) or (b) of article 9 shall not exceed \$2.00 per pound (computed on the total weight of the shipment) unless a higher value is declared on the face of the Bill of Lading by the consignor.

11. Consignor's Risk

Where it is agreed that the goods are carried at the risk of the consignor of the goods, such agreement covers only such risks as are necessarily incidental to transportation and the agreement shall not relieve the carrier from liability for any loss or damage or delay which may result from any negligent act or omission of the carrier, his agents or employees and the burden of proving absence from negligence shall be on the carrier.

12. Notice of Claim

- a) No carrier is liable for loss, damage or delay to any goods carried under the Bill of Lading unless notice thereof setting out particulars of the origin, destination and date of shipment of the goods and the estimated amount claimed in respect of such loss, damage or delay is given in writing to the originating carrier or the delivering carrier within sixty (60) days after the delivery of the goods, or, in the case of failure to make delivery, within nine (9) months from the date of shipment.
- b) The final statement of the claim must be filed within nine (9) months from the date of shipment together with a copy of the paid freight bill.

13. Articles of Extraordinary Value

No carrier is bound to carry any documents, specie or any articles of extraordinary value unless by a special agreement to do so.

If such goods are carried without a special agreement and the nature of the goods is not disclosed hereon, the carrier shall not be liable for any loss or damage in excess of the maximum liability stipulated in article 10 above.

14. Freight Charges

- a) If required by the carrier the freight and all other lawful charges accruing on the goods shall be paid before delivery and if upon inspection it is ascertained that the goods shipped are not those described in the Bill of Lading the freight charges must be paid upon the goods actually shipped, with any additional charges lawfully payable thereon.
- b) Should a consignor fail to indicate that a shipment is to move prepaid, or fail to indicate how the shipment is to move, it will automatically move on a collect basis.

15. Dangerous Goods

Every person, whether as principal or agent, shipping explosives or dangerous goods without previous full disclosure to the carrier as required by law, shall indemnify the carrier against all loss, damage or delay caused thereby and such goods may be warehoused at the consignor's risk and expense.

16. Undelivered Goods

- a) Where, through no fault of the carrier, the goods cannot be delivered, the carrier shall immediately give notice to the consignor and consignee that delivery has not been made, and shall request disposal instructions.
 - b) Pending receipt of such disposal instructions,
 - i) The goods may be stored in the warehouse of the carrier, subject to a reasonable charge for storage; or
 - ii) Provided that the carrier has notified the consignor of his intention, the goods may be removed to, and stored in, a public or licensed warehouse, at the expense of the consignor, without liability on the part of the carrier, and subject to a lien for all freight and other lawful charges, including a reasonable charge for storage.

17. Return of Goods

Where notice has been given by the carrier pursuant to article 16a, and no disposal instructions have been received within 10 days from the date of such notice, the carrier may return to the consignor, at the consignor's expense, all undelivered shipments for which such notice has been given.

18. Alterations

Subject to article 19, any limitation on the carrier's liability on the Bill of Lading, and any alteration, or addition or erasure in the Bill of Lading shall be signed or initialed by the consignor or his agent and the originating carrier or his agent and unless so acknowledged shall be without effect.

19. Weights

It shall be the responsibility of the consignor to show correct shipping weights of the shipment on the Bill of Lading. Where the actual weight of the shipment does not agree with the weight shown on the Bill of Lading, the weight shown thereon is subject to correction by the carrier.

20. C.O.D. Shipments

- a) A carrier shall not deliver a C.O.D. shipment unless payment is received in full.
- b) The charge for collecting and remitting

The amount of C.O.D. bills for C.O.D. shipments, must be collected from the consignee unless the consignor has otherwise so indicated and instructed on the Bill of Lading.

- c) A carrier shall remit all C.O.D. monies to the consignor or person designated by him within 15 days after collection.
- d) A carrier shall keep all C.O.D. monies separate from the other revenues and funds of his business in a separate trust fund or account.
- e) A carrier shall include as a separate item in his schedule of rates the charges for collecting and remitting money paid by consignees.

IV OTHER SPECIFICATIONS

CANADA CUSTOMS INVOICE / FACTURE DES DOUANNES CANADIENNES

Page of/de

| | | | | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------|
| <p>1 Vendor (Name and Address) / Vendeur (Nom et Adresse)</p> <p style="text-align: center;"><i>Name and Address of Shipper</i></p> | | <p>2 Date of Direct Shipment to Canada Date d'expédition directe vers le Canada</p> <p><i>Date Shipped Must Be Show</i></p> <p>3 Other References (Include Purchaser's Order No.) Autres références (inclure le no de commande de l'acheteur)</p> <p>Federal Tax ID -</p> | | |
| <p>4 Consignee (Name and Address) / Destinataire (Nom et Adresse)</p> <p>EVENT C/O - Goodkey Show Services ADDRESS</p> <p>Company Name: Booth Number:</p> | | <p>5 Purchaser's Name and Address (if other than Consignee) Nom et Adresse de l'acheteur (s'il diffère du destinataire)</p> <p>No sale involved No sale (Display purpose only)</p> | | |
| | | <p>6 Country of Transshipment / Pays de transbordement</p> <p>N/A Country</p> | | |
| | | <p>7 Country of Origin of Goods Pays d'origine des marchandises</p> <p>Country</p> | <p>If shipment includes goods of different origins, enter origins against items in field 12. Si l'expédition comprend des marchandises d'origines différentes, en préciser la provenance en 12.</p> | |
| <p>VII. 1 Is this a related company transaction? Est-ce que les compagnies sont liées entre elles?</p> <p>YES <input type="checkbox"/> OUI NO <input checked="" type="checkbox"/> NON</p> | | <p>9 Condition of Sales and Terms of Payment (i.e. Sale, Consignment Shipment, Leased Goods, etc.) Conditions de vente et modalités de paiement (p. Ex. Vente, Expédition en consignation, location de marchandises, etc.)</p> <p>No sale involved No Sale Involved</p> | | |
| <p>8 Transportation: Give Mode and Place of Direct Shipment to Canada Transport: Préciser mode et lieu d'expédition directe vers le Canada</p> <p>Name of Carrier (Please Use "Canada Customs Bonded Carrier") Place of Loading</p> | | <p>10 Currency of Settlement / Devises du paiement</p> <p>Currency</p> | | |
| <p>11 No. of Pkgs. Nmbre. De Coils</p> | <p>12 Specification of Commodities (Kind of Packages Marks and Numbers, General Description and Characteristics i.e. Grade Quality) Designation des articles (Nature des colis, marques et numéros, description générale et caractéristiques. P. Ex. Classe, qualité)</p> | <p>13 Quantity (State Unit) Quantité (Préciser l'unité)</p> | <p>14 Unit Price Prix Unitaire</p> | <p>15 Replacement Value Valeur de Remplacement Total</p> |
| <p>2 pcs</p> <p>2 pcs</p> <p>1 pc</p> <p>1 pc</p> | <p>#1, #2 Wooden Crates Containing Display Booth K.D., (Backwalls, Lights, Carpet, Graphics) and/or Description of Product for Display</p> <p>Cartons of Technical / Promotional Literature</p> <p>Cartons of Letter Openers</p> <p>Carton of Bottle Openers</p> <p><i>Notify: Goodkey Show services Ltd.</i></p> | <p>1</p> <p>5,000</p> <p>50</p> <p>50</p> | <p>5,000.00</p> <p>.15</p> <p>.50</p> <p>1.00</p> | <p>5,000.00</p> <p>750.00</p> <p>25.00</p> <p>50.00</p> |
| EXAMPLE | | | | |
| <p>XI.1 Total Number of Pieces / Nombre total de pièces</p> | | | | |
| <p>18 If any fields of 1 to 17 are included on an attached commercial invoice, check this box Si les renseignements des zones 1 à 17 figurent sur la facture commerciale cocher cette case</p> <p>Commercial Invoice No. / No. De la facture commerciale <input type="checkbox"/></p> | | <p>16 Total Weight / Poids total</p> <p>Net N/A Gross / Brut 412 Kilos</p> | | <p>17 Invoice Total Total de la facture</p> <p>Total Value Must Be Shown</p> |
| <p>19 Exporter's Name and Address (if other than Vendor) Nom et adresse de l'exportateur (s'il diffère du vendeur)</p> <p>Name: Tel: Fax:</p> <p><small>Complete this Box when the shipper is OTHER than the Owner of these Goods (Contact Name, Company Name, Address, Telephone Number, Etc.)</small></p> | | <p>20 Originator (Name and Address) Expéditeur d'origine (Nom et adresse)</p> <p>Name: Tel: Fax:</p> <p>Same as Shipper Indicate Telephone Number and Contact Name (Person who has knowledge of this shipment)</p> | | |
| <p>21 Departmental Ruling (if applicable) Décision ministérielle (s'il y a lieu)</p> <p>N/A</p> | | <p>22 If fields 23 to 25 are not applicable, check this box Si les zones 23 à 25 sont sans objet, cocher cette case <input checked="" type="checkbox"/></p> | | |
| <p>23</p> | <p>24</p> | <p>25</p> | | |

CANADA CUSTOMS INVOICE / FACTURE DES DOUANNES CANADIENNES

Page of/de

| | | | | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------|
| <p>1 Vendor (Name and Address) / Vendeur (Nom et Adresse)</p> | | <p>2 Date of Direct Shipment to Canada Date d'expédition directe vers le Canada</p> <p>3 Other References (Include Purchaser's Order No.) Autres références (inclure le no de commande de l'acheteur)</p> <p>Federal Tax ID -</p> | | |
| <p>4 Consignee (Name and Address) / Destinataire (Nom et Adresse)</p> <p>Company Name: Booth Number:</p> | | <p>5 Purchaser's Name and Address (if other than Consignee) Nom et Adresse de l'acheteur (s'il diffère du destinataire)</p> <p>No sale involved No sale (Display purpose only)</p> | | |
| | | <p>6 Country of Transshipment / Pays de transbordement</p> <p>N/A</p> | | |
| | | <p>7 Country of Origin of Goods Pays d'origine des marchandises</p> | <p>If shipment includes goods of different origins, enter origins against items in field 12. Si l'expédition comprend des marchandises d'origines différentes, en préciser la provenance en 12.</p> | |
| <p>VII. 1 Is this a related company transaction? Est-ce que les compagnies sont liées entre elles?</p> <p>YES <input type="checkbox"/> OUI NO <input checked="" type="checkbox"/> NON</p> | | <p>9 Condition of Sales and Terms of Payment (i.e. Sale, Consignment Shipment, Leased Goods, etc.) Conditions de vente et modalités de paiement (p. Ex. Vente, Expédition en consignation, location de marchandises, etc.)</p> <p>No sale involved No Sale Involved</p> | | |
| <p>8 Transportation: Give Mode and Place of Direct Shipment to Canada Transport: Préciser mode et lieu d'expédition directe vers le Canada</p> | | <p>10 Currency of Settlement / Devises du paiement</p> | | |
| <p>11 No. of Pkgs. Nbre. De Coils</p> | <p>12 Specification of Commodities (Kind of Packages Marks and Numbers, General Description and Characteristics i.e. Grade Quality) Designation des articles (Nature des colis, marques et numéros, description générale et caractéristiques. P. Ex. Classe, qualité)</p> | <p>13 Quantity (State Unit) Quantité (Préciser l'unité)</p> | <p>Replacement Value Valeur de Remplacement</p> | |
| | | | <p>14 Unit Price Prix Unitaire</p> | <p>15 Total</p> |
| <p>XI.1 Total Number of Pieces / Nombre total de pièces</p> | | <p>16 Total Weight / Poids total</p> | | <p>17 Invoice Total Total de la facture</p> |
| <p>18 If any fields of 1 to 17 are included on an attached commercial invoice, check this box Si les renseignements des zones 1 à 17 figurent sur la facture commerciale cocher cette case</p> <p>Commercial Invoice No. / No. De la facture commerciale _____ <input type="checkbox"/></p> | | <p>Net N/A</p> | <p>Gross / Brut</p> | |
| <p>19 Exporter's Name and Address (if other than Vendor) Nom et adresse de l'exportateur (s'il diffère du vendeur)</p> <p style="text-align: center;">Name: Tel: Fax:</p> | | <p>20 Originator (Name and Address) Expéditeur d'origine (Nom et adresse)</p> <p style="text-align: center;">Name: Tel: Fax:</p> | | |
| <p>21 Departmental Ruling (if applicable) Décision ministérielle (s'il y a lieu)</p> <p style="text-align: center;">N/A</p> | | <p>22 If fields 23 to 25 are not applicable, check this box Si les zones 23 à 25 sont sans objet, cocher cette case <input checked="" type="checkbox"/></p> | | |
| <p>23</p> | <p>24</p> | <p>25</p> | | |

***THIS FORM IS FOR USA
RETURN FREIGHT ONLY***

DEPARTMENT OF HOMELAND SECURITY
U.S. Customs and Border Protection
**DECLARATION FOR FREE ENTRY
OF RETURNED AMERICAN PRODUCTS**

19 CFR 7.8, 10.1, 10.5, 10.66, 10.67, 12.41, 123.4, 143.23, 145.35

Form Approved
OMB No. 1651-0011
Exp. 03-31-2016

| | | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|------------------------------------------------------------------------------------------------------------|
| 1. PORT <i>Leave Blank</i> | 2. DATE <i>Current Date</i> | 3. ENTRY NO. & DATE <i>Leave Blank</i> |
| 4. NAME OF MANUFACTURER <i>Actual Manufacturer of your freight (ie. BPM Microsystems)</i> | | 5. CITY AND STATE OF MANUFACTURE <i>ie. Houston, Texas</i> |
| 6. REASON FOR RETURN <i>Return from Trade Show NAME</i> | | 7. U.S. DRAWBACK PREVIOUSLY <input type="checkbox"/> CLAIMED <input type="checkbox"/> UNCLAIMED |
| | | 8. PREVIOUSLY IMPORTED UNDER HTSUS 9813.00.05? <input type="checkbox"/> YES <input type="checkbox"/> NO |
| 9. MARKS, NUMBERS, AND DESCRIPTION OF ARTICLES RETURNED <i>Backwall Lights</i> <i>*If you have more than one item returning to the USA from multiple manufactures, please fill out a separate form for each item.</i> | | 10. VALUE* <i>\$3,000.00</i> |

EXAMPLE

* If the value of the article is \$10,000 or more and the articles are not clearly marked with the name and address of U.S. manufacturer, please attach copies of any documentation or other evidence that you have that will support or substantiate your claim for duty free status as American Goods Returned.

11. I declare that the information given above is true and correct to the best of my knowledge and belief; that the articles described above are the growth, production, and manufacture of the United States and are returned without having been advanced in value or improved in condition by any process of manufacture or other means; that no drawback bounty, or allowance have been paid or admitted thereon, or on any part thereof; and that if any notice(s) of exportation of articles with benefit of drawback was were filed upon exportation of the merchandise from the United States, such notice(s) has have been abandoned.

| | |
|-----------------------------------------------------------------------------|------------------------------------------------------------------------|
| 12. NAME OF DECLARANT <i>Person Filling out this Form</i> | 13. TITLE OF DECLARANT <i>Title of Person Filling out this Form</i> |
| 14. NAME OF CORPORATION OR PARTNERSHIP (If any) <i>Your company name</i> | 15. SIGNATURE (See note) |
| 16. SIGNATURE OF AUTHORIZING CBP OFFICER <i>Leave Blank</i> | |

NOTE: If the owner or ultimate consignee is a corporation, this form must be signed by the president, vice president, secretary, or treasurer of the corporation, or by any employee or agent of the corporation who holds a power of attorney and a certificate by the corporation that such employee or agent has or will have knowledge of the pertinent facts.

PAPERWORK REDUCTION ACT STATEMENT: An agency may not conduct or sponsor an information collection and a person is not required to respond to this information unless it displays a current valid OMB control number and an expiration date. The control number for this collection is 1651-0011. The estimated average time to complete this application is 6 minutes. If you have any comments regarding the burden estimate you can write to U.S. Customs and Border Protection, Office of Regulations and Rulings, 799 9th Street, NW., Washington DC 20229.

DEPARTMENT OF HOMELAND SECURITY
 U.S. Customs and Border Protection
**DECLARATION FOR FREE ENTRY
 OF RETURNED AMERICAN PRODUCTS**

19 CFR 7.8, 10.1, 10.5, 10.66, 10.67, 12.41, 123.4, 143.23, 145.35

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| 6. REASON FOR RETURN | | 7. U.S. DRAWBACK PREVIOUSLY <input type="checkbox"/> CLAIMED <input type="checkbox"/> UNCLAIMED |
| | | 8. PREVIOUSLY IMPORTED UNDER HTSUS 9813.00.05? <input type="checkbox"/> YES <input type="checkbox"/> NO |
| 9. MARKS, NUMBERS, AND DESCRIPTION OF ARTICLES RETURNED | | 10. VALUE* |
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