

Exhibitor Package

BC Construction Safety Alliance in collaboration with WorkSafeBC, are proud to host the

18th Annual BC Construction Health & Safety Conference.

This conference draws delegates who work in all facets of the construction industry with a focus on the field of safety from around the province.

We invite you to participate as an exhibitor at this year's event on October 24 and 25, 2024 at the Pinnacle Hotel Harbourfront, 1133 West Hastings Street, Vancouver, B.C.

If you're interested in showcasing your products or services, please complete the registration form and contract contained in this package.

All attendees will receive an "Exhibitor Passport", and they are encouraged to visit all tradeshow booths to be entered to win a door prize.



2024



EXHIBITOR INFORMATION

\$899(+GST) for the entire conference

Each exhibitor space includes one 6' table + 2 chairs

Exhibitor package also includes:

- Advertising on the conference website
- Inclusion in the “Exhibitor Passport” for each conference delegate
- Breakfast and Lunch for 2 exhibitor staff on both days of the conference

DELEGATES WILL HAVE OPPORTUNITIES TO VISIT THE TRADESHOW EACH DAY:

OCTOBER 24 & 20, 2023

- During conference registration (7am - 8am)
- During all breakfast and lunch breaks
- During conference coffee breaks

COMPANY DESCRIPTION & LOGO

To ensure that your registration is complete, provide the following mandatory items:

- Exhibitor registration form
- Signed contract
- Your company description & logo (minimum 300 dpi or vector file)

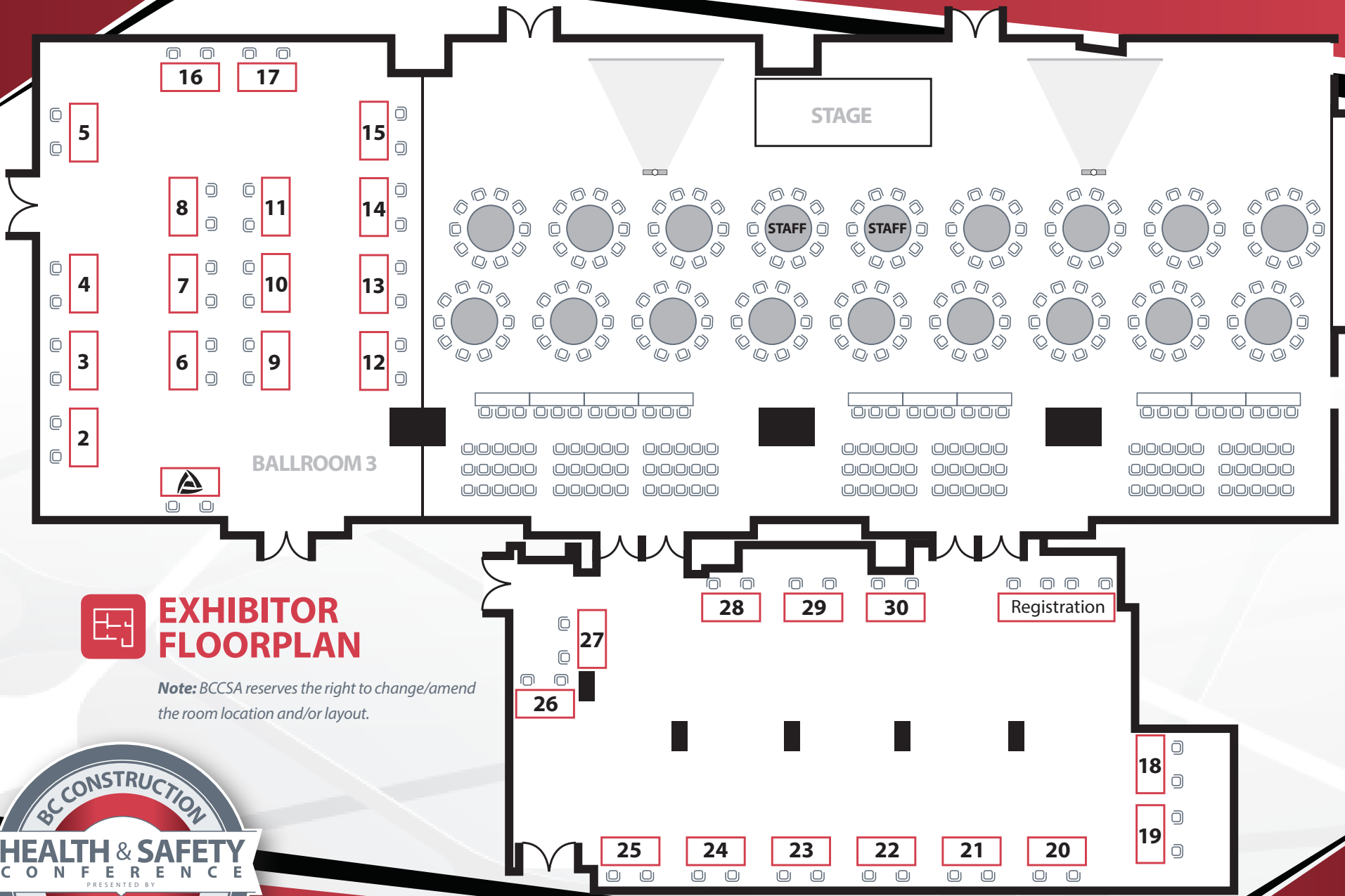


Please email your completed exhibitor registration form, company description and logo to:

conference@bccsa.ca

OPTIONAL EXHIBITOR BONUS ITEM

Show your support by including the **[BCCSA CONFERENCE.ca](http://bccsaconference.ca)** link on your company's website and or events calendar, and we'll include your company's link on the conference website.



EXHIBITOR FLOORPLAN

Note: BCCSA reserves the right to change/amend the room location and/or layout.





EXHIBITOR REGISTRATION

| | | | | |
|---|--|----------|--|-------------|
| COMPANY NAME | | | | |
| CONTACT NAME | | PHONE | | |
| CONTACT EMAIL | | | | |
| WEBSITE ADDRESS <small>(for link from conference web page)</small> | | | | |
| ADDRESS | | | | |
| CITY | | PROVINCE | | POSTAL CODE |

CONFERENCE EXHIBITOR COST \$899(+GST)

| EXHIBITOR SPACE PREFERENCE | |
|-------------------------------|--|
| EXHIBITOR 1ST CHOICE: SPACE # | <input type="radio"/> 2 <input type="radio"/> 3 <input type="radio"/> 4 <input type="radio"/> 5 <input type="radio"/> 6 <input type="radio"/> 7 <input type="radio"/> 8 <input type="radio"/> 9 <input type="radio"/> 10 <input type="radio"/> 11 <input type="radio"/> 12 <input type="radio"/> 13 <input type="radio"/> 14 <input type="radio"/> 15 <input type="radio"/> 16 <input type="radio"/> 17 <input type="radio"/> 18 <input type="radio"/> 19 <input type="radio"/> 20 <input type="radio"/> 21 <input type="radio"/> 22 <input type="radio"/> 23 <input type="radio"/> 24 <input type="radio"/> 25 <input type="radio"/> 26 <input type="radio"/> 27 <input type="radio"/> 28 <input type="radio"/> 29 <input type="radio"/> 30 |
| EXHIBITOR 2ND CHOICE: SPACE # | <input type="radio"/> 2 <input type="radio"/> 3 <input type="radio"/> 4 <input type="radio"/> 5 <input type="radio"/> 6 <input type="radio"/> 7 <input type="radio"/> 8 <input type="radio"/> 9 <input type="radio"/> 10 <input type="radio"/> 11 <input type="radio"/> 12 <input type="radio"/> 13 <input type="radio"/> 14 <input type="radio"/> 15 <input type="radio"/> 16 <input type="radio"/> 17 <input type="radio"/> 18 <input type="radio"/> 19 <input type="radio"/> 20 <input type="radio"/> 21 <input type="radio"/> 22 <input type="radio"/> 23 <input type="radio"/> 24 <input type="radio"/> 25 <input type="radio"/> 26 <input type="radio"/> 27 <input type="radio"/> 28 <input type="radio"/> 29 <input type="radio"/> 30 |

DECISIONS REGARDING SPACE ALLOCATION REMAIN AT THE DISCRETION OF THE CONFERENCE ORGANIZERS.
THE EXHIBITOR WILL BE CONTACTED IF THEIR 1ST OR 2ND CHOICE IS NOT AVAILABLE.

Please email your completed Exhibitor Registration form, company description & logo to:
conference@bccsa.ca

PAYMENT METHOD

Upon receipt of your registration a payment link will be sent to you via email.
Payments may be made by credit card only.

| OPTIONAL EXHIBITOR BONUS ITEM | |
|--|--|
| Share your support by participating in these Exhibitor bonuses | |
| <input type="checkbox"/> Yes, I'd like to include bccsaconference.ca link on my company's website. | |
| MY COMPANY'S WEBSITE IS: | |

QUESTIONS

For more information, please visit bccsaconference.ca or email conference@bccsa.ca





EXHIBITOR CONTRACT

Preliminary

All exhibitors must read and agree with the conditions below. This document will become a contract once signed by an authorized agent of the exhibitor & accepted by the BC Construction Safety Alliance (BCCSA). Please read carefully to avoid misunderstanding. Complete, sign, and click the submit button.

Date & venue

October 24 and 25, 2024
Pinnacle Hotel Harbourfront, 1133 West Hastings Street, Vancouver, B.C

Acceptance & assignment of space

So long as space is available, this contract shall be deemed accepted by BCCSA after receipt of the completed registration form, signed contract, and appropriate payment for the exhibitor's selected booth(s). Space will be assigned, as selected by exhibitor, on a first-come, first-served basis. BCCSA will attempt to fulfill exhibitor space requests, but shall hold the right to assign space at its discretion and its decision shall be final.

Exhibit fees

\$899.00 + GST for both days — for one 6' table, and 2 chairs, breakfast and lunch both days for up to 2 exhibit staff.

Cancellation

This contract may be cancelled by exhibitor by giving written notice to BCCSA, subject to the following: Cancellation made on or before August 23, 2024 will be refunded in full after the conference. There will be no refunds allowed after August 23, 2024. In no event will exhibitor receive a credit from any revenue later generated by re-use of the reserved space. Exhibitor shall also forfeit all exhibitor privileges and benefits.

Supplied services

Exhibit rental services provided: one 6' table and 2 chairs.

Hotel services

If you require additional lighting, power to your booth etc. please see the hotel order form on page 8 of this Exhibitor package.

Use of space

The products or services exhibited must duly represent the exhibitor's company. No exhibitor will be permitted to display outside the confines of the assigned space in the exhibition area. These limitations are intended to provide a clear view of all exhibits.



Restrictions

BCCSA reserves the right to restrict, reject, prohibit, or eject any exhibit, in whole or in part, which becomes objectionable due to noise, safety hazards, or other reasons. In any such event, no refunds will be issued.

Exhibit site & time

Registration and Tradeshow opens on October 24 and 25, 2024 at 7:00am in Ballroom 3 and Port of Vancouver room of the Pinnacle Hotel Harbourfront, 1133 West Hastings Street, Vancouver, B.C

Set-up hours begin on October 24, 2024 at 6:00am and installation must be completed no later than 7:00am. Exhibitors will not be allowed to set up during conference/show hours.

Move-out

Exhibitor take-down hours are October 25, 2024 at 3:00pm Exhibitor must not dismantle exhibit nor begin packing before the end of the conference. Exhibitors must leave the venue no later than 5:00pm.

Storing of exhibit materials

Due to space constraints, the Pinnacle Hotel Harbourfront is unable to store display material and/or show merchandise. At the conclusion of your set-up, all related equipment, crates, boxes, etc. must be removed from the premises and returned no sooner than the beginning of the take-down time. Take-down must be completed by no later than 5:00pm.

Security

Exhibitors hereby expressly waive and release BCCSA from any claims or actions for loss or damage to their property or the property of their employees, agents, guests, and the general public.

Insurance

The exhibitor acknowledges that BCCSA and the Pinnacle Hotel Harbourfront do not maintain insurance covering exhibitor's display materials and that it is the sole responsibility of the exhibitor to obtain interruption of business and property damage insurance covering such losses by the exhibitor. In addition, exhibitor shall carry adequate insurance to protect itself against bodily injury (including death) and property damage claims arising from the exhibitor's participation at the 2024 BC Construction Health & Safety Conference, including but not limited to (1) Workers' Compensation coverage as required by law, and liability insurance in such amounts as are adequate for both bodily injury and property damage. A certificate of insurance is required to be submitted with your application.

Liability

Exhibitors acknowledge and agree that all displays, equipment, and other property brought upon the premises of the Pinnacle Hotel Harbourfront by the exhibitors are at the risk of the exhibitors. Exhibitors shall be fully responsible to pay for any and all losses, damages, and claims arising out of injury or damage to exhibitor's displays, equipment, and other property brought upon the premises of the Pinnacle Hotel Harbourfront and shall indemnify and hold harmless the Pinnacle Hotel Harbourfront, its agents, servants, and employees; BCCSA; WorkSafeBC, its agents, board of directors, servants, and employees from any and all such losses, damages, and claims.



Indemnity

The exhibitor shall indemnify and hold harmless the Pinnacle Hotel Harbourfront, its owners, managers, officers or directors, agents, employees, subsidiaries, affiliates, BCCSA, and WorkSafeBC (the Workers' Compensation Board of British Columbia) its officers, directors, employees, or agents from and against any and all claims, losses, damages, or governmental charges or fines in any amount arising out of or caused by the exhibitor's use of the premises, or the conduct of the exhibitor's business or from any activity, work, or thing done, permitted or suffered by the exhibitors to be done in or about the premises, including but not limited to installation, maintenance, and removal of exhibits and staffing and operating the exhibit space and, in the case of any action or proceeding that may be brought against BCCSA by reason of any such claim, or breaches of any term of this agreement. The indemnification includes claims brought by the exhibitors, attendees, WorkSafeBC employees, servants or agents, hotel employees, servants or agents, or others for injury, or death, losses or expenses caused by or arising from the activities of the exhibitor, servant, agent, or employee of the exhibitor. The exhibitor shall pay BCCSA and the venue reasonable legal fees, costs, and expenses incurred in enforcing this agreement or defending claims made under this agreement.

General Provisions

The license granted by this agreement is personal and may not be assigned or otherwise transferred without the written consent of BCCSA. The premises are licensed on an "as-is" basis, and BCCSA will not be liable for pre-existing conditions of the premises or for the conditions arising during the period of the license. However, exhibitor will return the premises in as good condition as they are received. Anyone visiting, viewing, or otherwise participating in the exhibitor's display is deemed to be the guest or licensee of the exhibitor rather than guest or licensee of BCCSA

Complete Agreement

This agreement, in addition to the Exhibitor registration form and any attachments, represents the complete agreement between parties relating to the subject matter herein. Any modification or supplement hereto shall be in writing and signed by both parties. Email the completed, signed contract and certificate of insurance to BCCSA:

Email: conference@bccsa.ca

Exhibitor Contract Authorization

Company name: _____

Contact name: _____

Contact email: _____

Address: _____

City: _____ Province: _____ Postal Code: _____

Authorized company representative: _____

Print name: _____

Signature: _____



PINNACLE HOTEL HARBOURFRONT



Dear Exhibitor,

This form has been created in order to allow you to order exhibit related equipment & charge them to your credit card. Please provide all the information requested below to ensure prompt processing of your application. We ask you to please sign and date the form before submission. Please email the completed form to skim@pinnaclehotels.ca. Should you have any questions, please contact Sophia Kim, Sales Manager, 604-691-2722

Cardholder Information

Name as it appears on the credit card: _____

Card type: Visa MC Amex Diners/CB Discover JCB

Credit Card Number: _____ Exp. date: _____

Billing Address: _____

City, Province / State and Postal Code/ Zip: _____

Phone number: _____ Fax or alternate number: _____

Event Information

Event Name & Date(s) _____

Company & Onsite Contact: _____

Booth Number / Location: _____

Duration of rental (days) _____

Requested Items – Please mark which items you require

- _____
- _____
- _____
- _____
- _____

Please note all prices are per day, in Canadian Dollars & subject to service charge (22%) and applicable tax (7% PST / 5% GST) All pricing is subject to change without notice

I certify that all information is complete and accurate. I hereby authorize Pinnacle Hotel Vancouver Harbourfront to collect payment for all charges associated with the rental of these requested items by processing a charge to the credit card listed above. Charges must not exceed _____ for the entire stay/event. I certify that I am the authorized signer of the credit card listed above.

Cardholder name: (Printed) _____

Cardholder signature: _____ Date: _____



SHIPPING GUIDELINES *Pinnacle Hotel Harbourfront*

Boxes, Freight, Customs Brokerage & Storage

We would be delighted to assist with the receiving, handling, and storage of shipped boxes. Due to limited storage space on property, please plan to have your items arrive no more than 2 days prior to the start of your event. If you do require early shipping, please contact your event manager for details. Once your event has been completed, please plan to have all items that need to be shipped within 48 hours of the end of your event. Your items will not be stored in the event space as the hotel will have other groups and events that have been contracted to use the Hotel event spaces. Hotel is not responsible for the damage or loss of any articles left on the premises before, during or following an event.

All deliveries must be properly labeled with the Event Name and Date and on-site company Contact with specific delivery instructions, i.e. whether it should be delivered to a Meeting Room (include Attention: Banquets) or Guestroom (include guestroom name, arrival date & Attention Front Desk for Guest Arrival).

Please see the shipping label at the end of the document.

Our Receiving Hours are limited to 7:30 am – 3:30 pm, Monday – Friday. If your delivery times fall outside of the regular hours, please contact your event manager.

The Hotel will not accept deliveries made at the front door or make any COD payments. Any boxes that are sent from anywhere outside of Canada, please ensure they are shipped through an official customs broker to avoid delays due to Customs. Your Event Manager should be given authority to approve any charges on behalf of the client and any customs or brokerage charge fees will be added to your bill with an additional \$35 handling charge (subject to tax).

Storage Fees: \$50 per box per day outside of 48 hours pre and post event.





HOTEL DIMENSIONS

Pinnacle Hotel Harbourfront

Loading bay:

Max height of truck to reach our loading dock is **11ft**, loading dock is **4ft** high, Scissor lift is in place for vehicles too high to reach the loading dock. Pallets must be broken down due to service elevator size.

*Please note that the hotel elevators cannot accommodate regular size pallets these must be broken down and reassembled by the client in the loading bay.

*The hotel does not own a pallet jack, should one be required please arrange this with your courier.

Service elevators (D level to 19th floor):

Width: 3' 5" Height: 7' 3" Depth: 7' 7"

Service elevator to Vista's (19th to 20th floor):

Width: 3' 5" Height: 7' 3" Depth: 5' 8"



DELIVERY INFORMATION FOR EVENTS/TRADESHOW EXHIBITS

Pinnacle Hotel Harbourfront

Narrowest Point in D Level (loading bay)

- Doorframe before the service elevator - 6' 6" high, 4' wide.

Narrowest Points on the 2nd Floor (Harbourfront Ballroom/Port of Vancouver)

- Door to foyer - 2' 9" wide, 6' 6" high.
- Door between dish pit and banquet office hallway - 6' 10" high, 4' 9" wide.
- Door between banquet office hallway and Ballroom 3 - 2' 10" wide, 6' 6" high.

Narrowest Point on the 3rd Floor (Ports of the World/Port of Singapore, Macau, Shanghai, Sydney):

- Back corridor - 3' 3" wide, 6' 9" high.





VISTAS

Pinnacle Hotel Harbourfront

Narrowest point on level 19:

- Corridor is 3' 6" wide, 6' 5" high.

Narrowest point in 20th floor:

- Doorframe is 2' 8" wide, 6' 6" high.

A Level events: (Cordova Ballroom, Salon A/B/C/D/E/F), the easiest way to load in is through the doors that access Cordova Street. *There are a couple of stairs, but we have a ramp.

Harbourfront Ballroom/2nd Floor events: Items that are too large to fit in the service elevators or through the corridors/doors, access the event space from Hastings Street by using the stairs. There are 3 small flights of stairs to carry equipment up.

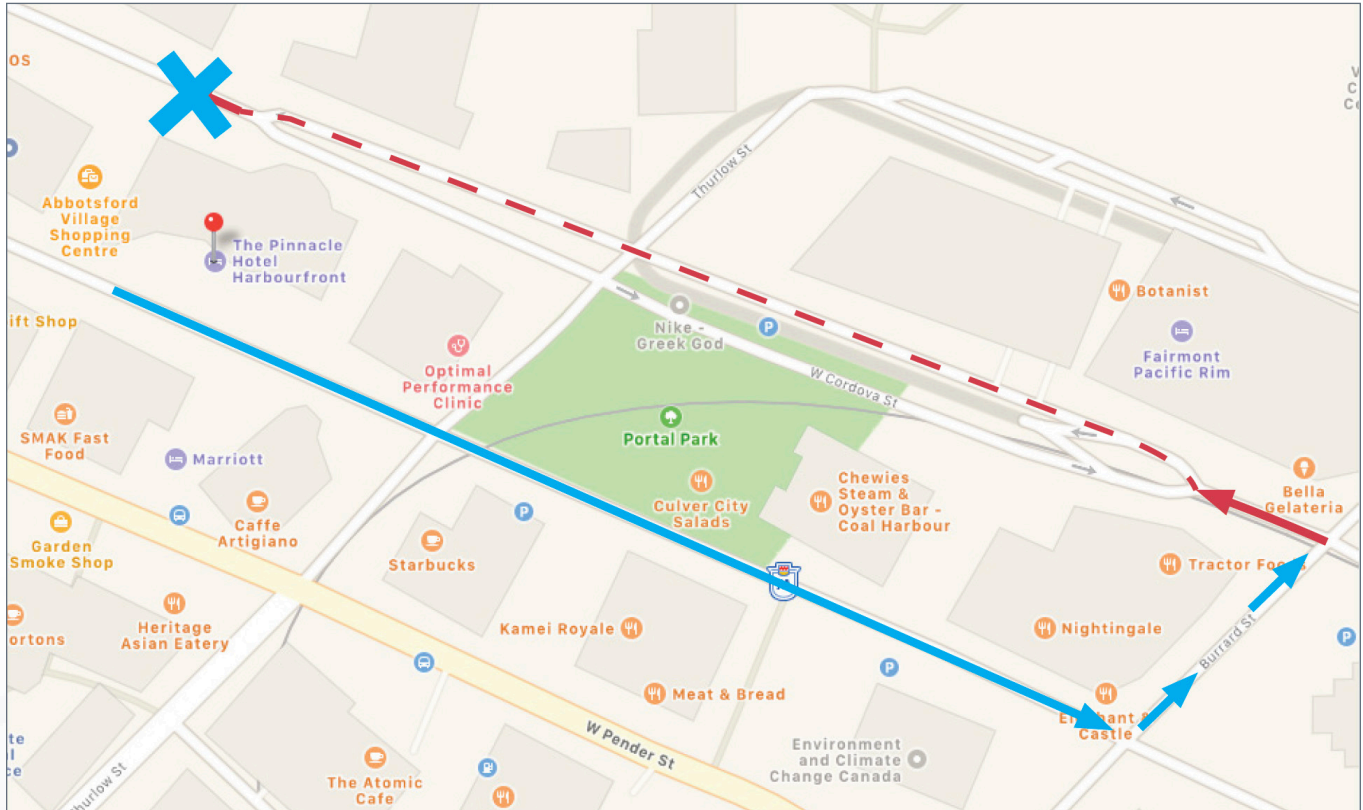


LOADING BAY DIRECTIONS *Pinnacle Hotel Harbourfront*

Contractor Access

Please access our underground loading bay from Cordova Street, Via Burrard.

Take the first access point on your left as you head down the ramp, hotel is at the far end.



- From the front of the hotel, drive East on Hastings Street for 2 blocks to Burrard Street
- Turn left on Burrard Street to Cordova Street
- Turn left on Cordova Street, stay in the left lane
- About 200 meters on Cordova Street, the road splits into 2 lanes, go down the ramp towards Waterfront Road
- Halfway down the ramp turn left towards the tunnel
- Enter the tunnel to the end for the hotel loading dock



PINNACLE HOTEL
HARBOURFRONT

BOX # _____ of _____

RECEIVER:

NAME OF CONFERENCE: _____

CONFERENCE DATE(S): _____

DELIVER TO CONFERENCE ROOM: _____

NAME OF EVENT MANAGER: _____

SENDER:

CONTACT NAME: _____

COMPANY NAME: _____

PHONE NUMBER: _____

EMAIL ADDRESS: _____

For Hotel Purposes Only
This is NOT a Courier Shipping Label

Pinnacle Hotel Vancouver Harbourfront, 1133 West Hastings Street, Vancouver, BC, Canada, V6E3T3

(604) 689-9211