



SHIPPING & RECEIVING ADDRESS:

3201 Arbutus Drive | Whistler, BC | V8E 0B8
 www.whistlershowservices.com | ops@whistlershowservices.com
 PH: 877-938-4891



Event Name: **2022 OPC National Conference**
 Event Date: August 3 to 6, 2022
 Venue Name: Whistler Conference Centre

EVENT INFORMATION

OKEY DATES & TIMES	Date	Time
Order Deadline	Thu July 28	15:00
Advance Receiving - warehouse	From July 25 to July 28	08:30 to 15:00 daily (not including STAT)
Site Receiving - venue	Wed Aug 3	09:00 to 14:00
Exhibitor Move In	Wed Aug 3	17:00 to 21:00
Show Dates	Thu Aug 4	07:00 to 24:00
	Fri Aug 5	07:00 to 24:00
Show Close	Sat Aug 6	17:00
Exhibitor Move Out	Sat Aug 6	17:00 to 21:00
POST Show Outbound Shipment Pick up from Warehouse	Mon Aug 8	08:30 to 15:30

COURTESY OF SHOW MANAGEMENT			
<i>DRAPE BOOTH SPACE</i>		<i>ELECTRICAL</i>	https://secure.whistler.com/order/
<i>Dimensions</i>	8' x 10'		
<i>Furnishings</i>	Skirted 6' table topped in white, 2 chairs		

SERVICES

DISPLAY SERVICES WHISTLER SHOW SERVICES Kim Fournel ops@whistlershowservices.com 1-877-938-4891

Electrical Whistler Conference Centre Barb Mares bmares@tourismwhistler.com <https://secure.whistler.com/order/>

If you require anything that is not listed, please contact *Whistler Show Services* . We look forward to being of service.

ORDER FORM & INFORMATION	
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Date _____

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Exhibitor Name _____

Show 2022 OPC National Conference

Booth Number _____

Order Deadline Thursday July 28

ORDER SUMMARY

Table with 5 columns: Complete with sums carried forward, Amount, GST 5%, PST 7%, TOTAL. Rows include Material Handling and Drayage, Installation & Dismantle Labour, Tables & Chairs, Furniture, Modular Counters & Display Cases, System Rental Booths, Display Accessories, OTHER, and Total.

ORDER FORM SUMMARY

Exhibitor Company Name: _____ Contact Name: _____

c/o Third party billing: _____ Email: _____

address: _____ phone: _____ On site _____

city: _____ phone _____

prov./ state: _____ Postal code: _____

Click link for Secure Payment Portal to submit payment authorisation

https://whistlershowserv.securepayments.cardpointe.com/pay

Card type: Visa [] Amex [] Mastercard []

Card number input fields

Cardholder Name: _____ Exp. date: ____/____

Signature: _____ month / year

A 25% Cancellation fee will be applied to all orders cancelled within 3 business days of show open.

If full service has been provided the 100% of the original fee will be applied.

Additional material handling charges may be collected upon actual shipment weight confirmation.

Credit card payments will be processed

EXHIBIT QUESTIONNAIRE

Form with fields: WILL YOUR EXHIBIT BE SET UP BY: Whistler Show Services, Exhibitor Staff, Other; Estimated time required for set up; Est. arrival time; EAC Display Co. Name; Contact; Ins. Certificate attached.

ORDER DEADLINE—Thu July 28 2022



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EXHIBIT MATERIALS

SHIP TO:

**c/o Whistler Show Services
3201 Arbutus Drive
Whistler BC V8E 0B8**

EXHIBIT MATERIAL

Exhibiting Co. Name	
Booth #	
Event Name	2022 OPC National Conference
Deliver By:	THURSDAY JULY 28 2022

Num: _____ of _____



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EXHIBITOR MOVE-IN/OUT PROCEDURES

WSS will be marshalling the loading bay, access lanes and unloading parking spaces for all exhibitors' materials arriving at the facility from all carriers, couriers and passenger vehicles during the move-in and move-out event times.

To **ADVANCE Warehouse** receiving/storage and delivery.

See page 5 for details and associated fees.

SHIP TO: Include company name & booth number

c/o **WSS 3201 Arbutus Drive, Whistler BC V8E 0B8**

Shipments to show site prior to the stated date and time are not permitted, will be re-directed to the advance warehouse. Standard Fees and 30% re-direct charge will be applied..

To **SHOW SITE** receiving and delivery to booth space.

SHIP TO: Include company name & booth number

c/o **Whistler Show Services**

Wed August 3rd

4010 Whistler Way, Whistler BC

All VENUE receiving freight is subject to handling charges from dock to booth space

EXHIBITOR DOCK ACCESS via Privately Owned Vehicles | HAND CARRY

Accredited Exhibitors requiring entry via the freight entrance must check in with the services desk to coordinate their **LOADING ACCESS** (designated dock time and temporary loading parking).

Exhibitors arriving via private vehicles with display goods that qualify as **HAND CARRY** to the booth space are welcome to do so via the loading bay once Loading Access is assigned. If the empty containers exceed the available space in the booth and empty containers need to be removed, a storage fee applies.

EXHIBITOR DOCK ACCESS via Privately Owned Vehicles | CART SERVICE

MANDATORY CART SERVICES apply to exhibitors arriving via private vehicles with shipments that exceed what can be hand carried . (Requiring dollies, carts or other forms of wheeled apparatus).

WSS will receive and deliver to booth spaces all shipments that require handling (dollies, carts, rolling cases , pallets jacks, etc.) from all carriers and small private passenger vehicles arriving at the facility.

DISMANTLE & OUTBOUND TRANSPORT PROCEDURES

All exhibitors are responsible for making arrangements to take down; pack, label and request pick up with couriers or transport companies to ship their materials to the next destination. An WSS representative will be on site to assist.

POST EVENT HANDLING | from Advance warehouse

POST EVENT HANDLING charges are incorporated in the base material charges. An additional charge will apply if your selected carrier does not pick up materials during the posted move-out times.

Post Event Material Handling from **Advanced Warehouse** is to be picked up on *Wednesday September 25, 15:00pm* to avoid additional storage charges

Discarded Materials:

Any equipment, hand outs or materials left unpackaged and unlabeled at the end of the move out period will be considered garbage and disposed of in accordance to sustainable practices and a fee may apply if contents exceed 20 lbs.

Unclaimed shipment:

Any shipment left on the show floor at the end of the move out period will be returned to the Whistler Show Services warehouse at the exhibitor expense until such time as the shipper completes the requested pick up.

GENERAL LIABILITY

Exhibitors and their representatives hereby agree to indemnify and hold harmless "Show Management" , , he employees thereof and their representatives, agents, against any and all claims for loss, damage, theft or injury. Indemnification includes the period of storage prior to and immediately following the trade fair and exposition. The exhibitor, on signing the booth application, releases the foregoing from any and all claims for loss, theft, damage or injury.

EXHIBITOR APPOINTED CONTRACTOR LIABILITIES AND REQUIREMENTS

Exhibitors may employ the services of independent contractors to execute the supervision and installation & dismantle of exhibit properties under the following requirements: The contractor must have all business licenses, permits, liability insurance and workers compensation insurance required by the facility and the province of BC. The exhibitors must notify WSS of their intentions to utilize and Exhibitor appointed contractor 30 days prior to the move-in day.

LIABILITY AND INSURANCE

Exhibitors must carry their own fire, theft and liability insurance. Show Management shall take reasonable precautions to prevent losses and to protect the interests of exhibitors, however, under no circumstances will , The Conference Facility or WSS be liable for such losses, however caused. In addition, the exhibitor upon registering agrees to hold harmless The Conference Facility and WSS any and all claims for loss or damage asserted against the aforementioned by any person as a result of, or in any way connected with, the wrongful acts or negligence of the Exhibitor.



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MATERIAL HANDLING | CLASSIFICATIONS

Advance Receiving, *Show Site Receiving* and *Special Handling* services include: receiving shipments at warehouse up to 10 business day prior to the posted exhibitor move-in date/time. Shipment is stored and delivered directly to booth/event location during event installation times. Empty containers are removed during the event and returned to booth for repacking during dismantle times. Repacked and labelled freight is returned to outbound carriers at show/event site or post

ADVANCE WAREHOUSE

SHIPMENT TYPE	DESCRIPTION	RATE	LBS	MIN
CRATED / SKIDDED	Crates, wrapped skids, pallets, wheeled travel cases etc. \$98.00/ea additional 100lbs up to 500lbs From 500lbs : \$78.00/ea additional 100lbs	98.00/100lbs	200lbs minimum	196.00
SMALL SHIPMENT	Rolling display cases, fibre cases, portable displays, cartons tubes, from 100 - 200lbs Max 4 pieces	\$ 75.00	100-200lbs	150.00
SPECIAL HANDLING	Uncrated, stacked, loose, pad wrapped, carpet pads, carpet roll, trussing, signs, graphics, fragile.	\$ 108.00	200lbs minimum	216.00
PARCEL	Max 3 cartons not exceeding 45lbs combined /12x12x12in ea.	\$60.00	45 lbs	60.00
POST EVENT	Shipments returned to Adv WH in the instance of carriers being unable to pick up during the posted event move-out times.	\$ 55.00	100lbs minimum	55.00
MANDATORY POST EVENT	The POST EVENT HANDLING rate is mandatory when an event end time is scheduled after 15:00 from Monday to Friday and 8:00-24:00 on Saturday and Sunday.	\$ 45.00	100lbs minimum	45.00
DOCUMENTATION SUPPORT	All inbound and outbound courier preparation, incomplete documentation and delivery receipt administrative fee.	\$ 45.00	n/a	n/a
RUSH / ALTERNATE SITE	Shipments arriving at warehouse after posted dates ,requiring priority delivery or alternate location delivery / <i>in addition to above posted base rates</i>	\$ 32.00	n/a	n/a

SHOW SITE

SHIPMENT TYPE	DESCRIPTION	RATE	LBS	MIN
Cartload Service	Labourer with cart to unload small exhibit material shipment from private passenger vehicle and deliver to booth space . Must not exceed 6 pieces or 200bs.	\$ 60.00	n/a	60.00
CRATED / SKIDDED	Crates, wrapped skids, pallets, wheeled travel cases etc. \$98.00/ea additional 100lbs up to 500lbs From 500lbs : \$78.00/ea additional 100lbs	\$ 88.00/100lbs	200lbs minimum	176.00
SMALL SHIPMENT	Rolling display cases, fibre cases, portable displays, cartons tubes, from 100 - 200lbs Max 3 pieces	\$ 52.00	100-200lbs	104.00
SPECIAL HANDLING	Uncrated, stacked, loose, pad wrapped, carpet pads, carpet roll, trussing, signs, graphics, fragile.	\$ 98.00	200lbs minimum	196.00
PARCEL	Max 3 cartons not exceeding 45lbs combined /12x12x12in ea.	\$60.00	45 lbs	60.00
DOCUMENTATION SUPPORT	All inbound and outbound courier preparation, incomplete documentation and delivery receipt administrative fee.	\$ 45.00	n/a	n/a
RUSH / ALTERNATE SITE	Shipments arriving at warehouse after posted dates ,requiring priority delivery or alternate location delivery / <i>in addition to above posted base rates</i>	\$ 32.00	n/a	n/a

MATERIAL HANDLING & DRAYAGE / Description

TERMS & CONDITIONS | BY SUBMITTING THE MATERIAL HANDLING & DRAYAGE ORDER FORM, YOU AGREE TO THE FOLLOWING:

All shipments sent to WSS receiving are pre-paid. All transportation, carrier, customs and brokerage fees are the responsibility of the exhibitor and are pre-paid upon arrival at WSS receiving. | WSS is not responsible for any concealed damage, damage to loose or inadequately packed shipments or shipments damaged in transport and will not be held responsible for lost merchandise after the shipment has been delivered to the booth. | It is the exhibitor's sole responsibility to insure and maintain Loss & Damage Insurance Coverage for their own exhibit properties. | Any and all claims must be settle at WSS office prior to show close. | Orders will be completed once payment in full has been received. | WSS reserves the right to adjust any orders that have been incorrectly calculated. | Shipments received with out completed and paid orders are subject to processing charge. | Materials must be loaded in and out through the designated loading dock. WSS controls the venue loading dock during the scheduled operations times. WSS material handling responsibility of the shipment ends once the transport company has taken possession of the shipment.



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Exhibitor Name _____

Show | Event Name 2022 OPC National Conference

Booth Number _____

Show | Event Date Aug 3 to 6 2022

Facility | Location _____

Order Deadline Date July 28 2022

To calculate charges, please round up to the next 100 lbs.

Ex.: 335 lbs = 400 lbs or 4 units x \$98.00.

Estimated weights will be invoiced based on final carrier waybill. | Shipments arriving at different times will not be consolidated. | Kindly list all goods as crated goods, un-crated goods, display materials, pallets or skids, cartons, cases, fibre cases, traveling cases or special materials.

1- MATERIAL HANDLING & DRAYAGE / Advance Receiving - Crated / skidded

ESTIMATED SHIPPING DATE	ADVANCE WAREHOUSE EST. ARRIVAL DATE:
-------------------------	--------------------------------------

CARRIER	TRACKING #	# OF PIECES	DESCRIPTION	EST. WEIGHT
EX:ABC TRANSPORT	Z330202-7789076	3/3	PALLET, CRATE, CARTON,CASES	EX: 335 LBS

of pieces/ items _____ Total weight _____ X \$ 98.00/100 lbs (min 200 lbs) TOTAL \$ _____
 Min.\$ 196.00

Special Instructions/Details _____ Please carry this amount to the payment summary

2 - MATERIAL HANDLING / Advance Receiving - Small Shipment

ESTIMATED SHIPPING DATE	ADVANCE WAREHOUSE EST. ARRIVAL DATE:
-------------------------	--------------------------------------

CARRIER	TRACKING #	# OF PIECES	DESCRIPTION	EST. WEIGHT

of pieces/ max 4 _____ Total weight max 200 lbs _____ X \$ 75.00/100 lbs (from 50- 200 lbs) TOTAL \$ _____
 Min.\$ 150.00

3- MATERIAL HANDLING / Small Parcel Receiving & Delivery or Site Cartload

CARRIER	TRACKING #	# OF PIECES	DESCRIPTION	EST. WEIGHT

of pieces Max 3 _____ Total weight Max 40 lbs _____ X \$60.00 (up to 45 lbs) TOTAL \$ _____
 Min.\$ 60.00

Delivery destination details: _____ 6

MATERIAL HANDLING & DRAYAGE



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Exhibitor Name _____

Show | Event Name 2022 OPC National Conference

Booth Number _____

Show | Event Date Aug 3 to 6 2022

Facility | Location _____

Order Deadline Date _____

4- MATERIAL HANDLING & DRAYAGE / Venue - Dock Receiving to Exhibit Space

ESTIMATED SHIPPING DATE		EXHIBITOR MOVE IN DATE—ONLY		
CARRIER	TRACKING #	# OF PIECES	DESCRIPTION	EST. WEIGHT
ABC TRANSPORT	Z330202-7789076	3/3	PALLET, CRATE, CARTON	EX : 335 LBS

of pieces/ items _____ Total weight _____ X \$ 88.00/100 lbs (min 200 lbs) TOTAL \$ _____
 Min. \$ 176.00

5- MATERIAL HANDLING & DRAYAGE / Post Event Handling

CARRIER	TRACKING #	# OF PIECES	DESCRIPTION	EST. WEIGHT

of pieces/ items _____ Total weight _____ X \$ 55.00/100 lbs (min 100 lbs) TOTAL \$ _____
 Min. \$ 55.00

Special Instructions/Details _____

6- MATERIAL HANDLING & Drayage / Special Handling - Uncrated Materials

ESTIMATED SHIPPING DATE		EST. ARRIVAL DATE:		
CARRIER	TRACKING #	# OF PIECES	DESCRIPTION	EST. WEIGHT

of pieces/ items _____ Estimated total weight _____ X \$ TBA/ 100 lbs +/- Labour +/- equipment rental TOTAL \$ _____
 Min. \$ TBA

MATERIAL HANDLING & DRAYAGE



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Exhibitor Name _____

Show | Event Name _____

Booth Number _____

Show | Event Date _____

Facility | Location _____

Order Deadline Date _____

INSTALLATION & DISMANTLE SERVICES

INSTALL	Date	Start Time	Hrs	No. Installers	NOTES

DISMANTLE	Date	Start Time	Hrs	No. Installers	NOTES

Installation	Total hrs	X RT or OT	+ 20% sup:	Sub Total	\$
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Dismantle	Total hrs	X RT or OT	+ 20% sup:	Sub Total	\$
-----------	------------------	------------	------------	------------------	----

TOTAL	\$
--------------	----

Booth Description

Type: _____ Custom: _____
 Plans _____ Graphics: _____
 Height _____ Ladder size: _____
 Size : _____ Other _____

Electrical ordered (y/n) Equipment required _____
 Rental Carpet (y/n) _____
 Furniture & Floral (y/n) _____
 Cleaning (y/n) _____
 Lifts (y/n) _____

Exhibiting Co Name _____

OUTBOUND SHIPPING INFO: _____

Site Contact _____

Display Contractor Show Rates				Supervision Services	
		Standard	Site		
Standard	08:00 to 17:00 Mon to Fri	65.00	75.00	Whistler Show Services Supervised	20%
Overtime	17:00 to 24:00 Mon to Fri	98.00	107.00	WSS to supervise the installers to install displays prior to exhibitor arrival and / or dismantle after show close	
	07:00 to 08:00 Mon to Fri				
Overtime	08:00 to 24:00 Sat-Sun	98.00	107.00	Exhibitor Supervised	N/A
Minimum	3 hr min (Display Contractor in Whistler facilities)			Exhibitor to supervise the installers provided by WSS for the installation and / or dismantle during the posted exhibitor installation date and times.	

INSTALLATION & DISMANTLE SERVICES

Date _____

Page # _____ of _____ Pages

Exhibitor Name _____

Show | Event Name _____

Booth Number _____

Show | Event Date _____

Facility | Location _____

Order Deadline Date _____

TABLES AND SEATING



✓	Item Description	Clr	Qty	Standard	Site	Total
	Pedestal table : 40" high (counter) white linen			75.00	85.00	
	Spandex Cover for cocktail round 40"			30.00	45.00	
	Pedestal Table: 29" high (regular) white linen			70.00	80.00	
	4' skirted table: 40' high (counter) topped in white			70.00	80.00	
	4' skirted table: 29" high (regular) topped in white			60.00	70.00	
	6' skirted table: 40' high (counter) topped in white			75.00	85.00	
	6' skirted table: 29" high (regular) topped in white			65.00	75.00	
	8' skirted table: 40' high (counter) topped in white			80.00	90.00	
	8' skirted table: 29" high (regular) topped in white			70.00	88.00	



✓	Item Description	Clr	Qty	Standard	Site	Total
	Modern couch 2 seat (WH or BLK)			495.00	n/a	
	Modern couch 3 seat (WH or BLK)			595.00	n/a	
	Barrel Chair single (WH or BLK)			395.00	n/a	
	Ottoman 18x18 cube (WH)			95.00	n/a	
	1- Leather look white adjustable bar stool			55.00	66.00	
	2- Bistro chair			75.00	78.00	
	3- Backless fixed barstool			72.00	75.00	
	4- High Back fixed barstool					
	5- Folding wood seat bar stool			75.00	78.00	



TABLES & SEATING

Date _____

Page # _____ of _____ Pages

Exhibitor Name _____

Show | Event Name _____

Booth Number _____

Show | Event Date _____

Facility | Location _____

Order Deadline Date _____

MODULAR FURNITURE | Counters & Showcases



FOLDING LITERATURE RACK



✓	Item Description	Qty	Standard	Total
	Glass Tower Showcase (.5mx.5mx 1.5m high)		475.00	
	Glass Display Case (1m wide x .75 high x .5m)		390.00	
	Counter (1.m x .5m x.75 h) blank front panel		200.00	
	Counter (1.5m x .5m x.75 h) custom graphic front panel		325.00	
	Counter (2mx .5m x 1m h) blank front panel		275.00	
	Counter (2mx .5m x 1m h) custom graphic front panel		425.00	
	Canter levered 2 shelf counter with custom graphic		400.00	
	Gondola Shelving with 3 shelves and base		375.00	
	Slat wall with base (3 m x 1.5m x .5m)		450.00	
	Aluminum Folding Literature Rack		90.00	

MODULAR COUNTERS



GLASS DISPLAY CASE



Date _____

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Exhibitor Name _____

Show | Event Name _____

Booth Number _____

Show | Event Date _____

Facility | Location _____

Order Deadline Date _____

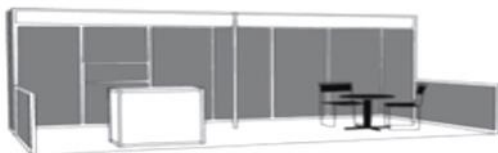
BOOTHS | HARD WALL SYSTEM

✓	Item Description	Qty	Standard	Total
	Base Package A : includes aluminum structure, white panel walls, company name in block lettering header		2,100.00	
	Base Package B : includes aluminum structure, white panel		2,500.00	
	Walls, company name in block lettering header 1m counter, 2 café chairs and café pedestal, 2 shelves , 2 arm lights			



Dimensions		
Back wall Header Sign	8'x10'	2.75 m x 3m
Back wall	10'x10'	3m x 3m
Height side	3'	1m
Height (back)	8'	2.75 m

✓	Item Description	Qty	Standard	Total
	Base Package A : includes aluminum structure, white panels walls, company name in block lettering header & installation		2,600.00	
	Base Package B: includes aluminum structure, white panels		3,685.00	
	Walls, company name in block lettering, 1m counter, 2 café chairs and café pedestal, 4 shelves , 4 arm lights			



Dimensions		
Back wall Header Sign	8'x10'	2.75 m x 3m
Back wall	10'x20"	3m x 6m
Height side	3'	1m
Height (back)	8'	2.75 m

BOOTHS | HARD WALL SYSTEM



PLEASE READ CAREFULLY!

YOU ARE ENTERING A CONTRACT WHICH LIMITS YOU POSSIBLE RECOVERIES IN CASE OF LOSS OR DAMAGE.

The terms and conditions set forth below are part of the contractual agreement between WHISTLER SHOW SERVICES INC. (WSS) and you the EXHIBITOR. Exhibitor agrees to and accepts the terms and conditions of this contract when any of the following conditions are met:

THE MATERIAL HANDLING AGREEMENT IS SIGNED; OR THE EXHIBITOR'S MATERIALS ARE DELIVERED BY A CARRIER TO WSS' WAREHOUSE OR TO A SHOW/EXPOSITION SITE FOR WHICH WSS IS THE OFFICIAL SHOW CONTRACTOR, OR A SUBCONTRACTOR FOR THE OFFICIAL SHOW CONTRACTOR; OR AN ORDER FOR LABOR AND/OR RENTAL EQUIPMENT IS PLACED BY EXHIBITOR WITH WSS INC.

1. DEFINITIONS. For purposes of this contract, WSS means WHISTLER SHOW SERVICES INC. and their employees, agents, directors and assigns, affiliated companies, related entities including but not limited to any subcontractors WSS may appoint.

The terms "EXHIBITOR" means the Exhibitor, its employees, agents, representatives, and any Exhibitor Appointed Contractor ("EAC"). Further, it is hereby understood and agreed that the "EXHIBITOR" is in fact the "Shipper" for all purposes and circumstances, notwithstanding anything contained in this contract to the contrary.

2. PACKAGING AND CRATES. WSS shall not be responsible for damage to loose uncrated materials, pad wrapped or shrink-wrapped materials, glass breakage, concealed damage, carpets in bags of poly, or materials improperly packed. In addition WSS shall not be responsible for crates and packaging which are unsuitable for handling, in poor condition, or having prior damage. Crates and packaging should be of a design to adequately protect contents for handling by forklift and similar means.

3. EMPTY CONTAINERS. Empty container labels will be available at the show site service desk. Affixing labels to containers is the sole responsibility of EXHIBITOR or his representative. All previous labels must be removed or obliterated. WSS assumes no responsibility for:

- Error in the above procedures
- Removal of containers with old empty labels & without WSS labels
- Improper information on empty labels

WSS WILL NOT BE LIABLE FOR LOSS OR DAMAGE TO CRATES AND CONTAINERS OR THEIR CONTENTS WHILE SAID ITEMS ARE IN EMPTY CONTAINER STORAGE.

4. INBOUND SHIPMENTS. Consistent with trade show industry practices, there may be a lapse of time between the delivery of shipments (s) to the booth and the arrival of EXHIBITOR or his representative, and during such time the materials will be left unattended. WSS WILL NOT BE RESPONSIBLE OR LIABLE FOR ANY LOSS, DAMAGE, THEFT, OR DISAPPEARANCE OF EXHIBITOR'S MATERIALS AFTER SAME HAVE BEEN DELIVERED TO EXHIBITOR'S BOOTH AT THE SHOW SITE.

5. OUTBOUND SHIPMENTS. Consistent with trade show industry practices there may be a lapse of time between the completion of packing and the actual pickup of materials from the booths for loading onto a carrier and during such time the materials will be left unattended.

WSS WILL NOT BE RESPONSIBLE OR LIABLE FOR ANY LOSS, DAMAGE, THEFT, OR DISAPPEARANCE OF EXHIBITOR'S MATERIALS BEFORE SAME HAVE BEEN PICKED UP FOR RELOADING AT THE CONCLUSION OF THE EVENT. All Material Handling Agreements submitted to WSS by EXHIBITOR will be checked at the time of pickup from the booth and corrections will be made where discrepancies exist between the quantities of items on any agreement form submitted to WSS and the actual count of such items in the booth at the time of pickup.

6. DELIVERY TO THE CARRIER FOR RELOADING. WSS WILL NOT BE RESPONSIBLE OR LIABLE FOR ANY LOSS, DAMAGE, THEFT, OR DISAPPEARANCE OF EXHIBITOR'S MATERIALS AFTER SAME HAVE BEEN DELIVERED TO EXHIBITOR'S APPOINTED CARRIER, SHIPPER, OR AGENT FOR TRANSPORTATION AFTER THE EVENT, INCLUDING A WSS DESIGNATED CARRIER IN ACCORDANCE WITH SECTION 7 BELOW. WSS loads the materials onto the carrier under directions from the carrier or driver of that same carrier. Any reloading into the carrier will be understood to be under the exclusive supervision and control of the carrier or driver of that carrier. WSS ASSUMES NO RESPONSIBILITY FOR LOSS, DAMAGE, THEFT OR DISAPPEARANCE OF EXHIBITOR'S MATERIALS THAT ARISE OUT OF IMPROPERLY LOADED MATERIALS.



8. WSS' S RESPONSIBILITIES. WSS shall be responsible only for those services which it directly provides. WSS assumes no responsibility for any persons, parties, or other contracting firms not under WSS' S direct supervision and control. WSS shall not be responsible for loss, delay or damage due to strike lockouts, work stoppages, natural elements, vandalism, acts of God, civil disturbances, power failure, explosion, acts of terrorism or war, other causes beyond WSS' S reasonable control nor for ordinary wear & tear in the handling of materials.

Empty containers labels will be available at WSS service desk. Affixing labels is the sole responsibility of the EXHIBITOR or its representative. All previous labels should be removed or obliterated. WSS assumes NO responsibility for the EXHIBITOR' S failure to follow the above procedures; removal of containers with old empty labels or without WSS labels; shipping of containers with improper information or empty labels; or the removal of materials stored in containers with empty labels.

Delivery of a shipment to WSS by an exhibitor or by any shipper to or on behalf of the exhibitor, shall be construed as acceptance by such exhibitor (and/or other shipper) of the terms and conditions set fourth herein.

WSS shall not be liable for damage to exhibitor' s materials or equipment when forklift operator is under the supervision of the exhibitor or the exhibitor' s representative.

WSS shall not be liable for piece count or condition of any shipments received without individual/carrier receipts.

9. INSURANCE. It is understood that WSS is not an insurer and does not provide on full liability should lost or damage occur. Any insurance shall be obtained by EXHIBITOR in amounts and for perils determined by EXHIBITOR. EXHIBITOR agrees to provide WSS with a release and waiver of subrogation to the extent of any insurance settlement received.

10. CLAIMS FOR LOSS. Claims for loss or damage must be submitted to WSS Inc. by the applicable show or event. No suit or action shall be brought against WSS Inc. more than one year the cause of action.

a. **PAYMENT FOR SERVICES MAY NOT BE WITHHELD.** In the event of any dispute between the EXHIBITOR and WSS relative to any loss, damage, or claim, such EXHIBITOR shall not be entitled to and shall not withhold payment, or any partial payment, due to WSS for services, as an offset against the amount of any alleged loss or damage. Any claims against WSS shall be considered a separate transaction, and shall be resolved on its own merits.

b. **MAXIMUM RECOVERY. THE DECLARED VALUE DOES NOT APPLY TO THE SERVICES PROVIDED BY WSS** if found liable for any loss. WSS' S sole and exclusive **MAXIMUM** liability for loss or damage to EXHIBITOR' S materials and EXHIBITOR' S sole and exclusive remedy is limited to repair or replacement with like kind and quality, subject to a dollar amount limited equal to the amount paid by EXHIBITOR to WSS for material handling services during the show or exposition under this contract.

11. INDEMNIFICATION. EXHIBITOR agrees to indemnify, forever hold harmless and defend WSS and their employees, directors, officers and agents from and against any and all demands, claims, causes of action, fines, penalties, damages (including consequential), liabilities, judgments and expenses (including but not limited to reasonable attorneys' fees and investigation cost) on account of personal injury or death, damage to or loss of property or profits arising out of or contributed to, by any of the following:

- EXHIBITOR' S negligent supervision of any labour secured through WSS or the negligent supervision of such labour by any of EXHIBITOR' S employees, agents, representatives, customers, invitees and/or any Exhibitor Appointed Contractor (EAC).
- EXHIBITOR' S negligence, wilful misconduct, or deliberate act, or the negligence, wilful misconduct, or deliberate act of EXHIBITOR' S employees, agent, representatives, customers, invitees, and/or any Exhibitor Appointed Contractor (EAC) at the show or exposition to which this contract relates, including but not limited to the misuse, improper use, unauthorized alteration, or negligent handling of WSS' S equipment.
- EXHIBITOR' S violation of Show Regulations and/or Rules as published and set forth by Facility and/or Show Management.

12. MISCELLANEOUS. EXHIBITOR, as a material part of the consideration to WSS for material handling services, waives and releases all claims against WSS, its employees, agents, directors and officers with respect to all matters for which WSS has disclaimed liability pursuant to he provisions of this contract. The EXHIBITOR acknowledges that he or she has read this agreement, understands it and agrees to be bound by its terms. And further agrees that it is the complete and exclusive agreement between the parties. The invalidity or unenforceability of any provision hereof shall not affect, modify, or impair the validity and enforceability of all other provisions herein.