



7 - 850 Marion St. Winnipeg, MB Canada R2J 0K4
Phone: (204) 237-3367 Fax: (204) 235-1063 Email: info@centraldisplay.ca

Dear Exhibitor

CENTRAL DISPLAY LTD. is pleased to be the official show contractor for:

Canadian Women in Medicine Conference
June 12 & 13, 2026
RBC Convention Centre

Show rentals supplied:

10' x 10' Flame Resistant Draped Booth
8' high Back Wall
3' high Side Arms
Comes with: 1 – 6' Skirted Table
2 – Folding Chairs
1 – 10' x 10' Carpet
1 – Waste Basket

**Electrical Services MUST be ordered through RBC Convention Centre if required.*

***IMPORTANT SHIPPING INFORMATION: The RBC Convention Centre will not be accepting material / shipments. Inbound & outbound freight must be sent to the Central Display warehouse & picked up post event at the Central Display warehouse. Material handling order forms are included in this package & must be submitted prior to shipping.*

Any additional rentals and/or services required can be ordered by using the forms found in this exhibitor package.

PLEASE NOTE: There is a substantial discount for advanced orders that are pre-paid and received seven business days prior to the show. Advance orders also make for a smoother, more efficient move-in avoiding unnecessary waits, the possibility of selecting a sold out item, and show site delivery delays.

Exhibiting in a tradeshow can be quite complex. Please do not hesitate to contact our office if you have any inquiries.

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PAYMENT & CREDIT CARD AUTHORIZATION FORM

MUST be completed & submitted with all orders. No exceptions. We do NOT invoice for exhibitor orders.

COMPANY NAME _____ If known _____
BOOTH NO. # _____

CONTACT _____ ADDRESS _____

CITY _____ PROV./STATE _____ POSTAL/ZIP CODE _____

PHONE _____ FAX _____ EMAIL _____

PAYMENT POLICY

Central Display Ltd. requires payment in full at the time services are ordered. Further, Central Display Ltd. requires that you provide a credit card authorization with your initial order. For your convenience, we will use this authorization to charge your account for services, which may include labour and material handling, not covered by your initial payment. All applicable taxes will be added and charged to your credit card.

Discount Pricing: To qualify for discount pricing, orders must be received with payment 7 business days prior to show.

Method of Payment: Central Display Ltd. accepts American Express, MasterCard, Visa, and cheque. Payments by cheque must be received at our office 7 business days prior to event. Purchase orders are not considered payment. Exhibitors will be charged a \$45.00 fee for NSF cheques.

Adjustments & Cancellations: No adjustments will be made to your order after the close of the show. Please refer to the individual forms for cancellation fees. All orders cancelled by the Exhibitor or due to the cancellation of an event or their non-participation may be subject to cancellation fees equal to 50% - 100% of the total order based upon the status of move-in, work performed, and/or Central Display Ltd. set up costs or expenses.

If you have any questions regarding our payment policy please Call Central Display Ltd. at 204-237-3367.

Please complete the information and return payment in full with this form and your orders. You may choose to pay by credit card or cheque, however, we require your credit card authorization to be on file with Central Display Ltd.

You agree to late fees of up to 2% per month on any balance not paid at the conclusion of the event or balance left without appropriate credit card on file.

For your convenience, we will use this authorization to charge your credit card for any additional amounts ordered by your representative or services rendered to your company for this event.

EMAIL COMPLETED FORMS TO: info@centraldisplay.ca
OR FAX: 204-235-1063

(Canadian Women in Medicine Conference 2026)

I agree in placing this order that I have accepted Central Display Ltd. payment policy and Central Display Ltd. Terms & Conditions of Contract

Authorized Signature _____

Authorized Name – PLEASE PRINT _____

Date _____

We do NOT accept Debit or Visa/Debit. A fee may be applied for declined credit cards.

Visa

MasterCard

Amex

Credit Card Account Number: _____

Expiry Date: _____

Security Code: _____

Cardholder's Signature _____

Date _____

CALCULATION OF ORDERS

Drape/Carpet/Display Panels/Stages Rental Order Form – page 3	\$ _____
Table Rental Order Form – page 4	\$ _____
Chairs/Stools Rental Order Form – page 5	\$ _____
Lounge Furniture Order Form – page 6	\$ _____
Miscellaneous Rental Order Form – page 7	\$ _____
Display Booth Rental Order Form – page 8	\$ _____
Counters & Other Units Order Form – page 9	\$ _____
Exhibit Installation Services – page 10	\$ _____
Janitorial Order Form – page 11	\$ _____
Inbound Material Handling Form – page 13	\$ _____
Outbound Material Handling Form – page 14	\$ _____
FULL PAYMENT DUE:	CDN \$ _____

GST Reg # R100870906

Central Custom Design & Display Ltd

Please send a cheque payable to **Central Display Ltd.** for your entire order, or note the amount to be charged to your credit card.

Charge my credit card in the amount of: \$ _____

Enclosed is a cheque in the amount of: \$ _____

***Payments by cheque must be received at our office 7 business days prior to event.**

DRAPE, CARPET, DISPLAY PANELS, STAGES RENTAL ORDER FORM



UNIT # 7 - 850 MARION ST. WINNIPEG, MB Canada R2J 0K4

Phone: (204) 237-3367 Fax: (204) 235-1063 Email: info@centraldisplay.ca

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CENTRAL DISPLAY USE ONLY

For pre-show order discount, your order must be received by us 7 business days prior to show date. All rates are for run-of-show, up to one week's duration.

SHOW	Canadian Women in Medicine Conference	DATE	June 12 & 13, 2026	LOCATION	RBC Convention Centre
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QTY	DESCRIPTION	PRE-SHOW DISCOUNT	LATE ORDER	TOTAL AMOUNT
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DRAPE WITH DRAPE HARDWARE INCLUDED (per linear foot)

3' Charcoal	Blue	Black	Red	Dove/Beige	\$ 7.00	\$ 8.40	\$
8' Charcoal	Blue	Black	Red	Dove/Beige	\$ 8.00	\$ 9.60	\$
12' Black	Silver				\$ 10.00	\$ 12.00	\$

VELOUR DRAPE (BLACKOUT DRAPE) HARDWARE INCLUDED (per linear foot)

8' Black Only	\$ 15.00	\$ 18.00	\$
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DRAPE HARDWARE ONLY (hardware without drape panels)

8' Upright	\$ 15.00	\$ 18.00	\$
Base	\$ 15.00	\$ 18.00	\$
Telescopic Crossbar	\$ 15.00	\$ 18.00	\$

DISPLAY PANELS ON LEGS

Pegboard 4' x 8' Hooks not included	\$ 85.00	\$ 102.00	\$
Bulletin Board 4' x 8' Thumbtack only	\$ 85.00	\$ 102.00	\$

Please indicate for above Horizontal Vertical

4' x 3' Velcro poster board 78" high	\$ 80.00	\$ 96.00	\$
4' x 6' Velcro poster board 78" high	\$ 100.00	\$ 120.00	\$
4' x 9' Velcro poster board 78" high	\$ 125.00	\$ 150.00	\$

All prices include rental and labour for set-up and take down

ALL ORDERS MUST BE PREPAID IN FULL, INCLUDING MANITOBA SALES TAX & G.S.T.

SUB-TOTAL	\$
PROV SALES TAX 7%	\$
G.S.T. 5%	\$
TOTAL	CDN \$

DAMAGED INVENTORY: Rentals damaged onsite will be charged at replacement value to the credit card on file.

CANCELLATION / EXCHANGE POLICY: Items cancelled or exchanged less than 7 business days prior to show start will be refunded at 50% of original cost.

COMPANY _____

BOOTH # _____

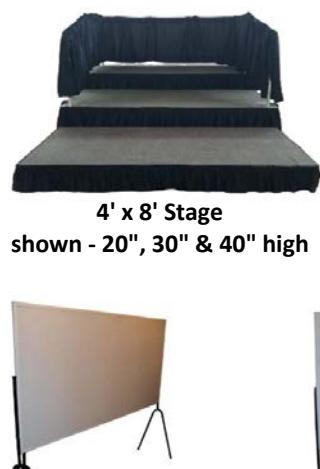
If known



Velcro Poster Board
(grey & black side)
4' x 3'



Velcro Poster Board
(grey & black side)
4' x 6'



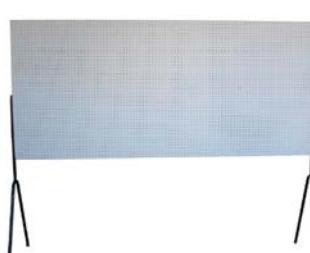
4' x 8' Stage
shown - 20", 30" & 40" high



Peg Board - Vertical



Bulletin Board



Peg Board - Horizontal



UNIT # 7 - 850 MARION ST. WINNIPEG, MB Canada R2J 0K4

Phone: (204) 237-3367 Fax: (204) 235-1063 Email: info@centraldisplay.ca

TABLE RENTAL ORDER FORM

CENTRAL DISPLAY USE ONLY

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SHOW Canadian Women in Medicine Conference DATE June 12 & 13, 2026 LOCATION RBC Convention Centre

QTY	DESCRIPTION	PRE-SHOW DISCOUNT	LATE ORDER	TOTAL AMOUNT
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SKIRTED TABLES - 30" High, 24" Wide, White Tops Only

8' Skirted (3 sides) (colour choice below)	\$ 95.00	\$ 114.00	\$
6' Skirted (3 sides) (colour choice below)	\$ 90.00	\$ 108.00	\$
4' Skirted (4 sides) (colour choice below)	\$ 85.00	\$ 102.00	\$

Blue Red Black Silver Dove/Beige

QTY	DESCRIPTION	PRE-SHOW DISCOUNT	LATE ORDER	TOTAL AMOUNT
-----	-------------	-------------------	------------	--------------

TABLES

High-top Cruiser Table 42" High	\$ 85.00	\$ 102.00	\$
Spandex Cover for cruiser or pedestal	\$ 40.00	\$ 48.00	\$
Pedestal table 30" High	\$ 75.00	\$ 90.00	\$
Round Coffee Table 18" High	\$ 75.00	\$ 90.00	\$

	Unskirted - Vinyl Top Only			
	8' 6' 4'	\$ 60.00	\$ 72.00	\$

	Decorated Table Risers			
	6' Long - 12" Wide - 12" High	\$ 35.00	\$ 42.00	\$

	40" High Skirted Tables (3 sides) Black Only			
	8' 6' 4'	\$ 120.00	\$ 144.00	\$

SUB-TOTAL	\$
PROV SALES TAX 7%	\$
G.S.T. 5%	\$
TOTAL	CDN \$

	Table Skirt (skirt 4th side)	\$ 45.00	\$ 54.00	\$
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All prices include rental and labour for set-up and take down.

ALL ORDERS MUST BE PREPAID IN FULL, INCLUDING MANITOBA SALES TAX & G.S.T

DAMAGED INVENTORY: Rentals damaged onsite will be charged at replacement value to the credit card on file.

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COMPANY _____

BOOTH # _____

If known



8' Skirted table (red shown)



6' Skirted table (blue shown)



4' Skirted table (silver shown)



High-top Cruiser table 42" high



Spandex Cover



Unskirted table (8' shown)



Table riser



40" high Skirted table (black only)



Round Coffee Table 18" high



Pedestal table 30" high



UNIT # 7 - 850 MARION ST. WINNIPEG, MB Canada R2J 0K4
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CHAIRS/STOOLS RENTAL ORDER FORM

CENTRAL DISPLAY USE ONLY

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SHOW Canadian Women in Medicine Conference DATE June 12 & 13, 2026 LOCATION RBC Convention Centre

QTY	DESCRIPTION	PRE-SHOW DISCOUNT	LATE ORDER	TOTAL AMOUNT
CHAIRS				
	Deluxe Armchair	\$ 60.00	\$ 72.00	\$
	Padded Banquet Chair - no arms	\$ 55.00	\$ 66.00	\$
	Advantage Armchair	\$ 50.00	\$ 60.00	\$
	Folding Chair	\$ 25.00	\$ 30.00	\$

QTY	DESCRIPTION	PRE-SHOW DISCOUNT	LATE ORDER	TOTAL AMOUNT
STOOLS				
	Deluxe Stool - Highback Pneumatic	\$ 90.00	\$ 108.00	\$
	Stool - Highback Manual	\$ 75.00	\$ 90.00	\$
	Bar Stool	\$ 75.00	\$ 90.00	\$
	White Adjustable Stool - Pneumatic	\$ 105.00	\$ 126.00	\$

All prices include rental and labour for set-up and take down.

ALL ORDERS MUST BE PREPAID IN FULL, INCLUDING MANITOBA SALES TAX & G.S.T.

SUB-TOTAL	\$
PROV SALES TAX 7%	\$
G.S.T. 5%	\$
TOTAL	CDN \$

DAMAGED INVENTORY: Rentals damaged onsite will be charged at replacement value to the credit card on file.

CANCELLATION / EXCHANGE POLICY: Items cancelled or exchanged less than 7 business days prior to show start will be refunded at 50% of original cost.

COMPANY _____

BOOTH # _____

If known



Deluxe Armchair



Banquet Chair



Advantage Armchair



Folding Chair



Deluxe Stool



Stools - Highback Manual



Bar Stool



White Adjustable Stool



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LOUNGE FURNITURE

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SHOW Canadian Women in Medicine Conference DATE June 12 & 13, 2026 LOCATION RBC Convention Centre

QTY	DESCRIPTION	PRE-SHOW DISCOUNT	LATE ORDER	TOTAL AMOUNT
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LOUNGE FURNITURE

Black Leather Couch	\$350.00	\$ 420.00	\$
Black Leather Loveseat	\$300.00	\$ 360.00	\$
Black Leather Armchair	\$200.00	\$ 240.00	\$
Leather Tub Chair	\$150.00	\$ 180.00	\$
White Leather Couch	\$425.00	\$ 510.00	\$
White Leather Loveseat	\$350.00	\$ 420.00	\$
White Leather Chair	\$250.00	\$ 300.00	\$

QTY	DESCRIPTION	PRE-SHOW DISCOUNT	LATE ORDER	TOTAL AMOUNT
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TABLES

Wood/Metal Coffee Table	\$ 110.00	\$ 132.00	\$
Wood/Metal End Table	\$ 90.00	\$ 108.00	\$
White Coffee Table	\$ 110.00	\$ 132.00	\$
White End Table	\$ 90.00	\$ 108.00	\$

SUB-TOTAL	\$
PROV SALES TAX 7%	\$
G.S.T. 5%	\$
TOTAL	CDN \$

ALL ORDERS MUST BE PREPAID IN FULL, INCLUDING MANITOBA SALES TAX & G.S.T

DAMAGED INVENTORY: Rentals damaged onsite will be charged at replacement value to the credit card on file.

CANCELLATION / EXCHANGE POLICY: Items cancelled or exchanged less than 7 business days prior to show start will be refunded at 50% of original cost.

COMPANY _____

BOOTH # _____

If known



Black Leather Couch



Black Leather Loveseat



Black Leather Armchair



White Leather Couch



White Leather Loveseat



White Leather Chair



Wood/Metal Coffee Table



Wood/Metal End Table



White Coffee Table



White End Table



Leather Tub Chair



MISCELLANEOUS RENTAL ORDER FORM

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CENTRAL DISPLAY USE ONLY

UNIT # 7 - 850 MARION ST. WINNIPEG, MB Canada R2J 0K4
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SHOW Canadian Women in Medicine Conference DATE June 12 & 13, 2026 LOCATION RBC Convention Centre

QTY	DESCRIPTION	PRE-SHOW DISCOUNT	LATE ORDER	TOTAL AMOUNT
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MISCELLANEOUS

Chrome Stanchion Incl Velour Rope	\$ 35.00	\$ 42.00	\$
Easel	\$ 35.00	\$ 42.00	\$
Garment Rack - Inc 20 Hangers	\$ 50.00	\$ 60.00	\$
Bag Rack	\$ 70.00	\$ 84.00	\$
Sign Holder - Chrome 22" x 28"	\$ 45.00	\$ 54.00	\$
Literature Stand - single	\$ 90.00	\$ 108.00	\$
Literature Stand - double	\$ 150.00	\$ 180.00	\$
Gridwall - 2' x 7' chrome <small>NOTE: 2 required for it to stand</small>	\$ 40.00	\$ 48.00	\$
Waste Basket	\$ 20.00	\$ 24.00	\$
Draw Drum	\$ 50.00	\$ 60.00	\$
Ballot Box (purchase)	\$ 40.00	\$ 48.00	\$
3' Silk Plants	\$ 45.00	\$ 54.00	\$

QTY	DESCRIPTION	PRE-SHOW DISCOUNT	LATE ORDER	TOTAL AMOUNT
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MISCELLANEOUS

150 Watt Flood lights Incl Hardware	\$ 40.00	\$ 48.00	\$
300 Watt Halogen Lights Incl Hardware	\$ 50.00	\$ 60.00	\$
2 Sided Carpet Tape (2"W x 33m)	\$ 25.00	\$ 25.00	\$
Single Sided Floor Tape (2"W x 55m)	\$ 20.00	\$ 20.00	\$
28" 4K Monitor	\$ 385.00	\$ 462.00	\$
32" Smart Flat Screen TV	\$ 275.00	\$ 330.00	\$
40" Smart Flat Screen TV	\$ 385.00	\$ 462.00	\$
50" Smart Flat Screen TV	\$ 495.00	\$ 594.00	\$
70" Smart Flat Screen TV	\$ 935.00	\$ 1,122.00	\$
TV Stand <small>NOTE: TV bracket is required for the stand if you are not renting a TV</small>	\$ 110.00	\$ 132.00	\$
S-Hooks (20 per package)	\$5.00	\$5.00	\$

All prices include rental and labour for set-up and take down

ALL ORDERS MUST BE PREPAID IN FULL, INCLUDING MANITOBA SALES TAX & G.S.T.

SUB-TOTAL	\$
PROV SALES TAX	7%
G.S.T.	5%
TOTAL	CDN

DAMAGED INVENTORY: Rentals damaged onsite will be charged at replacement value to the credit card on file.

CANCELLATION / EXCHANGE POLICY: Items cancelled or exchanged less than 7 business days prior to show start will be refunded at 50% of original cost.

COMPANY _____

BOOTH # _____

If known



Chrome Stanchions with Velour Rope



Easel



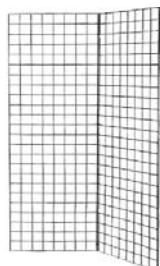
Waste Basket



Silk Plant



Various TV's/Monitor



Gridwall



Sign Holder



Ballot Box



Literature Stand



Literature Stand double



Double sided Bag Rack
50 1/2" up to 71 1/4" high



Garment Rack



Draw Drum



TV Stand



UNIT # 7 - 850 MARION ST. WINNIPEG, MB Canada R2J 0K4
 Phone: (204) 237-3367 Fax: (204) 235-1063 Email: info@centraldisplay.ca

DISPLAY BOOTH RENTAL ORDER FORM

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CENTRAL DISPLAY USE ONLY

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 your order must be received by
 us 7 business days prior to show
 date. All rates are for run-of-
 show, up to one week's
 duration.

SHOW Canadian Women in Medicine Conference DATE June 12 & 13, 2026 LOCATION RBC Convention Centre



3 meters - Fabric Wrap Display
 TV options available
 exhibitor keeps fabric graphics



6 meters - Fabric Wrap Display
 TV options available - as shown
 exhibitor keeps fabric graphics



Octanorm - 3 meters shown -
 Model 100 (signage optional)
 also available in 6 meters



Octanorm - 3 meters with Counter shown -
 Model 101 (signage optional)
 also available in 6 meters

QTY	DESCRIPTION	PRE-SHOW DISCOUNT	LATE ORDER	TOTAL AMOUNT
-----	-------------	----------------------	---------------	-----------------

FABRIC WRAP DISPLAYS

3m Fabric Wrapped Display	\$ 1,450.00	\$ 1,740.00	\$
6m Fabric Wrapped Display	\$ 2,900.00	\$ 3,480.00	\$
Add 40" TV & Mount	\$ 535.00	\$ 642.00	\$
Add 50" TV & Mount	\$ 645.00	\$ 774.00	\$

OCTANORM BOOTHS - if no indication below then black fabric will be supplied

3m - Model 100 (10'W) Black Fabric Black Hardwall White Hardwall	\$ 900.00	\$ 1,080.00	\$
6m - Model 200 (20'W) (not shown) Black Fabric Black Hardwall White Hardwall	\$ 1,250.00	\$ 1,500.00	\$
3m & counter - Model 101 (10'W) Black Fabric Black Hardwall White Hardwall Sliding Door No Sliding Door	\$ 1,125.00	\$ 1,350.00	\$
6m & counter - Model 201 (20'W) (not shown) Black Fabric Black Hardwall White Hardwall Sliding Door No Sliding Door	\$ 1,475.00	\$ 1,770.00	\$

QTY	DESCRIPTION	PRE-SHOW DISCOUNT	LATE ORDER	TOTAL AMOUNT
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OCTANORM GRAPHICS

3m Header Sign	\$ 225.00	\$ 270.00	\$
6m Header Sign	\$ 430.00	\$ 516.00	\$
Full height panels (1m x 2.5m)	\$ 380.00	\$ 456.00	\$
Counter panels - front (1m x 1m)	\$ 180.00	\$ 216.00	\$

*Graphic prices are based on print ready files

**Print ready graphics must be provided 12 business days prior to event setup

ACCESSORIES - cost per meter

Octanorm Slatwall - 1m	\$ 75.00	\$ 90.00	\$
Octanorm Light	\$ 30.00	\$ 36.00	\$
Octanorm Shelves - 1m	\$ 30.00	\$ 36.00	\$
Velcro - 1m	\$ 6.00	\$ 7.20	\$

All prices include rental and labour for set-up and take down

SUB-TOTAL	\$
PROV SALES TAX 7%	\$
G.S.T. 5%	\$
TOTAL	CDN \$

ALL ORDERS MUST BE PREPAID IN FULL, INCLUDING MANITOBA SALES TAX & G.S.T.

DAMAGED INVENTORY: Rentals damaged onsite will be charged at replacement value to the credit card on file.

CANCELLATION / EXCHANGE POLICY: Items cancelled or exchanged less than 7 business days prior to show start will be refunded at 50% of original cost.

COMPANY _____

BOOTH # _____

If known



COUNTERS & OTHER UNITS RENTAL ORDER FORM

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CENTRAL DISPLAY USE ONLY

UNIT # 7 - 850 MARION ST. WINNIPEG, MB Canada R2J 0K4

Phone: (204) 237-3367 Fax: (204) 235-1063 Email: info@centraldisplay.ca

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SHOW Canadian Women in Medicine Conference DATE June 12 & 13, 2026 LOCATION RBC Convention Centre



Counters – black or white



Jewellery Case



Ballot/Draw Counter



Pop-up Display - 10' wide x 8' tall

QTY	DESCRIPTION	PRE-SHOW DISCOUNT	LATE ORDER	TOTAL AMOUNT
-----	-------------	----------------------	---------------	-----------------

COUNTERS - 1/2m x 1m x 1m

	Black White Sliding door No Sliding door	\$ 225.00	\$ 270.00	\$
	shelf	\$ 25.00	\$ 30.00	\$

JEWELLERY CASES - with lights

1/2m x 1m x 1m	\$ 300.00	\$ 360.00	\$
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All prices include rental and labour for set-up and take down

QTY	DESCRIPTION	PRE-SHOW DISCOUNT	LATE ORDER	TOTAL AMOUNT
-----	-------------	----------------------	---------------	-----------------

BALLET/DRAW COUNTER

1/2m x 1/2m x 1m	\$ 180.00	\$ 216.00	\$
1/2m x 1m x 1m (shown)	\$ 270.00	\$ 324.00	\$

OTHER DISPLAY

Pop-up Display 10'W Black Grey	\$ 500.00	\$ 600.00	\$
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SUB-TOTAL	\$
PROV SALES TAX 7%	\$
G.S.T. 5%	\$
TOTAL	CDN

DAMAGED INVENTORY: Rentals damaged onsite will be charged at replacement value to the credit card on file.

CANCELLATION / EXCHANGE POLICY: Items cancelled or exchanged less than 7 business days prior to show start will be refunded at 50% of original cost.

COMPANY _____

BOOTH # _____

If known



EXHIBIT INSTALLATION SERVICES

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CENTRAL DISPLAY USE ONLY

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For pre-show order discount, your order must be received by us 7 business days prior to show date. All rates are for run-of-show, up to one week's duration.

SHOW: Canadian Women in Medicine Conference
DATE: June 12 & 13, 2026
VENUE: RBC Convention Centre

Should you require labour services for your booth/exhibit, please complete this form along with the PAYMENT & CREDIT CARD AUTHORIZATION FORM and return both with payment seven (7) days prior to show dates to our office.

**LABOUR SERVICE MAY BE LIMITED & WILL BE PROVIDED ON A FIRST COME / FIRST SERVE BASIS
INSTALLER WILL BRING BASIC HAND TOOLS. PLEASE ADVISE IF ANY SPECIAL TOOLS / REQUIREMENTS ARE NEEDED**

Company _____

Booth # _____

If known

LABOUR RATES

MINIMUM FOUR (4) HOURS PER STAFF - PER SHIFT

Regular hours per staff **Mon. – Fri., 8am – 5pm**

Installer rate (CLIENT SUPERVISED) **\$95.00/hour**

Supervisor rate **\$105.00/hour**

Overtime hours per staff **Evenings, weekends, & holidays**

Installer rate (CLIENT SUPERVISED) **\$142.50/hour**

Supervisor rate **\$157.50/hour**

INSTALLER RATE ONLY APPLIES IF AN EXPERIENCED CLIENT SUPERVISOR IS PRESENT

Date	Start Time	No. of Staff	Approx. Hrs. per Person	Total Hrs.	Hourly Rate	Estimated Total Cost
_____	_____	_____	x _____	= _____	@ \$ _____	= \$ _____
_____	_____	_____	x _____	= _____	@ \$ _____	= \$ _____
_____	_____	_____	x _____	= _____	@ \$ _____	= \$ _____
_____	_____	_____	x _____	= _____	@ \$ _____	= \$ _____

PLEASE NOTE: All custom exhibits must come with set-up instructions/diagrams and display-specific tools. Please indicate if special tools are required, as well as type of display (Octanorm, rotor lock, etc.)

SUB-TOTAL	\$
PROV SALES TAX 7%	N/A
G.S.T. 5%	\$
TOTAL	CDN \$

**PLEASE ADD TOTAL TO OUR PAYMENT & CREDIT CARD AUTHORIZATION FORM.
PST EXEMPT. GST APPLICABLE ONLY.**

SPECIAL INSTRUCTIONS:

****IF YOU HAVE ANY QUESTIONS CONCERNING THE ABOVE, PLEASE CONTACT OUR OFFICE****

EMAIL COMPLETED FORMS TO: info@centraldisplay.ca OR FAX: 204-235-1063



UNIT # 7 - 850 MARION ST. WINNIPEG, MB Canada R2J 0K4
Phone: (204) 237-3367 Fax: (204) 235-1063 Email: info@centraldisplay.ca

JANITORIAL ORDER FORM

CENTRAL DISPLAY USE ONLY

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SHOW: Canadian Women in Medicine Conference

DATE: June 12 & 13, 2026

VENUE: RBC Convention Centre

Should you require janitorial services for your booth/exhibit, please complete this form along with the PAYMENT & CREDIT CARD AUTHORIZATION FORM and return both with payment seven (7) days prior to show dates to our office.

Company _____

Booth # _____

If known

Daily Janitorial Services

Please supply my exhibit/booth with daily janitorial services for the duration of the show. This service includes vacuuming and emptying Waste baskets prior to each show day.

BOOTH SIZE _____ X _____ = _____ X .35 CENTS PER SQ.FT. = \$_____

X _____ DAYS = \$_____

2 DAYS (INCLUDES PRE-SHOW CLEANING)

SUB-TOTAL	\$
PROV SALES TAX 7%	N/A
G.S.T. 5%	\$
TOTAL	CDN \$

**PLEASE ADD TOTAL TO OUR PAYMENT & CREDIT CARD AUTHORIZATION FORM.
PST EXEMPT. GST APPLICABLE ONLY.**

SPECIAL INSTRUCTIONS:

****IF YOU HAVE ANY QUESTIONS CONCERNING THE ABOVE, PLEASE CONTACT OUR OFFICE****
EMAIL COMPLETED FORMS TO: info@centraldisplay.ca OR FAX: 204-235-1063



MATERIAL HANDLING - General Information

Inbound Material Handling is the unloading of your exhibit materials, delivery to your booth, handling of empty containers to and from storage. This service is not to be confused with **freight** arrangement & cost which are solely the responsibility of the exhibitor.

Benefits of Advance Shipping to the Central Display Warehouse

- Storage of materials for up to 21 days prior to your show.
- Delivery of shipments to your booth.
- Most convention centres and hotels do not have facilities for receiving or storing freight.
- Saves valuable set-up time.

How to Ship in Advance to the Central Display Warehouse (not the Venue)

- Remove all old shipping and storage labels.
- Complete & return the *Inbound* Material Handling order form along with the payment authorization form included in this package.
- All shipments must have a bill of lading/Waybill showing the number of pieces, weight, and type of merchandise.

Storing Empty Containers

- Properly labeled empty shipping containers will be picked up from your booth, stored and returned to your booth after the show. Depending on the size of the show, it can take from 30 minutes to 2 hours to return empty containers.
- Do not store any items in crates marked empty.

Outbound Material Handling is the removal of display material from the show floor, transportation to our warehouse, and storage for up to (5) days. This service is not to be confused with the **freight** arrangement & cost which are solely the responsibility of the exhibitor.

How to use Outbound Material Handling through Central Display

- Complete & return the *Outbound* Material Handling order form & the payment authorization form included in this package.
- Remove all old shipping labels.
- Please ensure your material is packaged up in the allotted time frame on the outbound material handling order form. Leave your material in your booth.
- ALL SHIPMENTS MUST HAVE A BILL OF LADING/ WAYBILL showing the number of pieces, weight, and type of merchandise. Or you can email it to info@centraldisplay.ca
- Arrange pick up of display material with carrier of your choice from the Central Display warehouse on the specified date in the outbound material handling order form.

Benefits of Outbound Material Handling / Storage through Central Display Warehouse

- Most facilities and events require outbound freight be removed from show site immediately following the close of the event. If this is not convenient for you and/or your carrier we are pleased to offer you the option of having your exhibit material returned to our warehouse to await pick-up from your carrier during regular business hours.

LIABILITY & RESPONSIBILITY:

Central Display Ltd., will ONLY be responsible for damage caused by them while handling shipments but will not be held responsible for uncrated materials, materials improperly packaged, or concealed damage. Central Display is not responsible for the loss or disappearance of inbound exhibitor's materials after they have been delivered to the exhibitor's booth. Central Display is not responsible for outbound exhibitors' materials before they are picked up from the exhibitor's booth for loading after the show. Shipments should be insured by the exhibitor for coverage when out of the care, custody and control of Central Display Ltd. The condition, count and contents of the materials found in the booths at time of actual removal will be final and binding. Central Display Ltd., will not be responsible for failure or delay in performing service when delay is caused by strike, labor stoppage or any other cause unavoidable or beyond their control. The liability of Central Display Ltd., is hereby limited to \$0.30 per pound per article and values exceeding this limitation should be insured by the exhibitor.



INBOUND MATERIAL HANDLING FORM

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Show: Canadian Women in Medicine Conference Location: RBC Convention Centre If known Booth Number(s): _____

Company: _____ Name: _____

Address: _____ Title: _____

City, Prov/State: _____ Postal/Zip Code: _____ Tel: () _____

SERVICE INCLUDES:

1. Receiving and advance storage of your display material at the Central Display warehouse up to 21 days prior to event.
2. Transport of your display material to show site and delivery of material, crates and boxes directly to your booth.
3. Removal and storage of empty boxes and crates during show.
4. Return of empty boxes and crates to your booth following the show.

This service is not to be confused with freight arrangements and cost to ship your exhibit material.

of Cartons: # of Crates: # of Pallets: Total # of pieces: Total Weight of Shipment:

For pre-show order discount, your order & shipment(s) must be received by us 7 business days prior to show date.

PRE-SHOW ORDERS up to 300lbs - **Min charge \$225.00** over 300 lbs - \$75.00 per 100 lbs

Shipment total weight (300 lb min charge) _____ /100 = _____ X \$75.00 = \$ _____

LATE ORDER up to 300lbs - **Min charge \$270.00** over 300 lbs - \$90.00 per 100 lbs

Shipment total weight (300 lb min charge) _____ /100 = _____ X \$90.00 = \$ _____

When recording weight, you must round up to the next one hundred (100) pounds, ie. 335 lbs = 400 lbs.

We understand that your calculation is only an estimate. Charges will be calculated from the actual weight. Adjustments will be made accordingly.

SUBTOTAL	\$
PST (7%)	n/a
GST (5%)	\$
TOTAL CDN	\$

Shipments arriving from different carriers and / or on different dates and times will be billed individually.

Dimensional or cubic weight will be charged where applicable. Rates are based on incoming weight.

All inbound shipments must be received NO LATER THAN TUESDAY JUNE 9, 2026.

CENTRAL DISPLAY LTD. WILL NOT RECEIVE COLLECT SHIPMENTS.

There will be a \$75.00 surcharge on any freight shipments that are billed to Central Display.

All orders must be received 7 business days prior to set-up to qualify for pre-show discount. **Uncrated or loose materials may be subject to a 20% palleting charge.** Central Display Ltd., must be notified 14 days in advance of any individual piece that exceeds 5000 lbs or 87" high or requires special handling or equipment, additional charges may apply. Central Display Ltd., reserves the right to deem which items required special handling or equipment and assess charges accordingly. The above rates apply to shipments received between the hours of 9:00 am - 4:00 pm Monday to Friday excluding holidays. Should shipments be received at times other than these, the late order rates will apply.

Central Display Ltd., will not be responsible for the delay of rush shipments, but will expedite to the best of their ability.

PLEASE ADD TOTAL TO OUR PAYMENT & CREDIT CARD AUTHORIZATION FORM. PST EXEMPT. GST APPLICABLE ONLY.

OUR SHIPPING ADDRESS IS:

CENTRAL DISPLAY LTD.

#7 - 850 MARION STREET

WINNIPEG, MANITOBA R2J 0K4

Ph: 204 - 237-3367

Fax: 204-235-1063

Email: info@centraldisplay.ca

RECEIVING HRS. MON.-FRI.

9:00 AM - 4:00 PM

EMAIL COMPLETED FORMS TO: info@centraldisplay.ca OR FAX: 204-235-1063



OUTBOUND MATERIAL HANDLING FORM

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Show: Canadian Women in Medicine Conference Location: RBC Convention Centre If known
Booth Number(s): _____
Company: _____ Name: _____
Address: _____ Title: _____
City, Prov/State: _____ Postal/Zip Code: _____ Tel: () _____

SERVICE INCLUDES:

1. Removal of display material from the show floor.
2. Transport of your display material to the Central Display warehouse.
3. Storage for up to (5) business days upon which time Central Display reserves the right to charge for storage OR ship out your material "collect" via a carrier of our choice.

This service is not to be confused with freight arrangements and cost to ship your material.

of Cartons: # of Crates: # of Pallets: Total # of pieces: Total Weight of Shipment:

For pre-show order discount, your order must be received by us 7 business days prior to show date.

PRE-SHOW ORDERS up to 300lbs - **Min charge \$225.00** over 300 lbs - \$75.00 per 100 lbs

Shipment total weight (300 lb min charge) _____ /100 = _____ X \$75.00 = \$ _____

LATE ORDER up to 300lbs - **Min charge \$270.00** over 300 lbs - \$90.00 per 100 lbs

Shipment total weight (300 lb min charge) _____ /100 = _____ X \$90.00 = \$ _____

When recording weight, you must round up to the next one hundred (100) pounds, ie. 335 lbs = 400 lbs.

We understand that your calculation is only an estimate. Charges will be calculated from the actual weight. Adjustments will be made accordingly.

SUBTOTAL	\$
PST (7%)	n/a
GST (5%)	\$
TOTAL CDN	\$

If you wish to handle your outbound freight yourself at event close, **outbound shipments can be picked up on site by your freight carrier between 3:30 pm – 4:30 pm on Saturday June 13, 2026.**

Exhibit material remaining on site beyond the designated move out time may be forced to our warehouse at an additional charge above prevailing rates.

***YOUR FREIGHT MUST BE PACKED UP AND READY FOR OUR CREW ON SATURDAY JUNE 13, 2026 BY 4:30 PM.**

****YOU MUST MAKE PICK-UP ARRANGEMENTS WITH YOUR CARRIER.*** Your carrier can pick up at our warehouse on **Tuesday June 16, 2026 between 9:00 a.m. & 4:00 p.m.**

Shipments departing by different carriers or on different dates and times or to different destinations will be billed individually. Dimensional or cubic weight will be charged where applicable.

There will be a \$75.00 surcharge on any freight shipments that are billed to Central Display.

Central Display Ltd., will not be responsible for delay of rush shipments, but will expedite to the best of their ability.

Central Display reserves the right to charge storage charges if shipments are not picked up within 5 business days of event close.

Uncrated or loose materials may be subject to a 20% palleting charge. Special handling charges may apply to pieces that exceed 5000 lbs or 87" high.

PLEASE ADD TOTAL TO OUR PAYMENT & CREDIT CARD AUTHORIZATION FORM. PST EXEMPT. GST APPLICABLE ONLY.

OUR SHIPPING ADDRESS IS:

CENTRAL DISPLAY LTD.
#7 - 850 MARION STREET
WINNIPEG, MANITOBA R2J 0K4

Ph: 204 - 237-3367
Fax: 204-235-1063
Email: info@centraldisplay.ca

RECEIVING HRS. MON.-FRI.
9:00 AM – 4:00 PM

EMAIL COMPLETED FORMS TO: info@centraldisplay.ca OR FAX: 204-235-1063

Advance Shipping Label

EVENT: Canadian Women in Medicine Conference

BOOTH # _____ (If known)

EXHIBITION FREIGHT

FROM:

TO:

CENTRAL DISPLAY LTD.
UNIT #7 – 850 MARION STREET
WINNIPEG, MB R2J 0K4
CANADA

Number of pieces: _____ of _____ pieces

Weight: _____ lbs

Warehouse hours: Mon – Fri 9:00 a.m – 4:00 p.m.

Advance Shipping Label

EVENT: Canadian Women in Medicine Conference

BOOTH # _____ (If known)

EXHIBITION FREIGHT

FROM:

TO:

CENTRAL DISPLAY LTD.
UNIT #7 – 850 MARION STREET
WINNIPEG, MB R2J 0K4
CANADA

Number of pieces: _____ of _____ pieces

Weight: _____ lbs

Warehouse hours: Mon – Fri 9:00 a.m – 4:00 p.m.