



**The Edmonton Chamber of Commerce Spring
After Business Mixer & Trade Show
Exhibitor Information Sheet**

EXHIBITOR REGISTRATION

The event will be held on May 10th, 2017 from 5:00pm-7:00pm at The Oasis Center (10930 177 Street Edmonton) we will be there to welcome you and show you to the exhibition space.

Exhibitors will be given their exhibitor table card and will select their table location on a first-come, first-serve basis. If you have requested power, your table will be pre-assigned and have access to an outlet.

EXHIBIT TABLE

You will be supplied a six-foot table with linen.

PARKING/ UNLOADING

There is free parking available on site.

MOVE-IN HOURS

The set-up of exhibits will take place between 3:00 and 4:30 p.m. on May 10th.

MOVE-OUT HOURS

The event will end at 7:00 p.m. The tear down of exhibits will take place between 7:00 p.m. and 8:00 p.m.

IMPORTANT

If you have registered for power, please provide your own power bar and LONG extension cord. The venue will not be supplying these, only the power outlets. If power is required and you have not marked it off on your registration form, please notify the Chamber ASAP. Your table assignment/location depends on your power requirements and the venue set-up.

CONTACT / QUESTIONS

- Emma Surette, Event Coordinator, Edmonton Chamber of Commerce
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