

# CHES SCISS

Canadian Healthcare  
Engineering Society

MARITIME CHAPTER



Société canadienne d'ingénierie  
des services de santé

CHAPITRE MARITIME

## Maritime Conference



*May 6-8<sup>th</sup>, 2018*

*“Efficiency”*

*The positive effects on patient  
and family centered care*

## Exhibitor Information

### Location

DELTA BEAUSEJOUR

750 Rue Main Street, Moncton, New Brunswick

Tel:(506) 877-7150 Fax: 506-877-7122

## Dates and Hours of Trade Show

The Trade Show will occur on Monday May 7th, 2018. Attendees at the conference will have the opportunity to visit the Trade Show frequently throughout the afternoon for refreshments and to view the exhibit booths. The Trade Show will be open from 1:00 pm – 5:00 pm. Delegates will be encouraged to spend the afternoon with the exhibitors. Healthcare front line staff have also been invited to attend the trade show between 1 PM and 3:30 PM. As well, they will be a Happy Hour between 4:00 pm -5:00 pm on the exhibit floor.

Move-in is scheduled Monday, May 7<sup>th</sup> from 7:00 am – 12:00 pm. Move-out is scheduled for Monday, May 7<sup>th</sup>, immediately following the close of the exhibits. Exhibitors are asked to complete their move out by 8:00 pm. Members of the Delta planning committee will be available on the Monday to direct and help with the set up.

As an exhibitor you are entitled to one (1) complimentary registration which includes conference meal package and Monday night dinner for a company representative. Additional meal packages (\$25) and Monday night dinner (\$50) are available for purchase.

*Note: The conference officially begins on Sunday, May 6<sup>th</sup>, 2018 with registration of Conference attendees at an evening wine and cheese reception.*

### Exhibit Space

- 1- 8' x 10' booth space
- 1 – 6' skirted table
- 2 – fabric chairs
- wireless internet connection
- 1 – 1500 watt, 110 volt electrical outlet - **extra charge**
- Storage will not be provided , exhibitors are required to use the space under their table
- A scheduled arrival in the receiving area will be required

Please note that the Trade Show floor is carpeted. Should you require an electrical outlet within your booth, or have any questions regarding the booth set up, please contact to **Mark Campbell, Global Convention Services** (contact info below) for arrangements. Additional booth

furnishings and other related services (accessories, drapery, signage, etc.) are the responsibility of the exhibitor.

## **Further Details**

**Patrick Dunn**

**CHES**

Tel: 902-893-5554 x 42163

Fax: 902-895-7105

[patrick.dunn@nshealth.ca](mailto:patrick.dunn@nshealth.ca)

**Tamara Rice**

**CHES**

Tel: 902-893-5554 ext 42484

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[tamara.rice@nshealth.ca](mailto:tamara.rice@nshealth.ca)

**Mark Campbell**

**Global Convention Services**

Tel: 506-381-8888

[mcampbell@globalconvention.ca](mailto:mcampbell@globalconvention.ca)

**Sophie Perry**

Manager Events

**Delta Beausejour**

Tel: 506-877-7150

Fax: 506-858-0957

[sophie.perry@deltahotels.com](mailto:sophie.perry@deltahotels.com)

APPLICATION FOR EXHIBIT SPACE

COMPANY NAME: \_\_\_\_\_
COMPANY REPRESENTATIVE: First name: \_\_\_\_\_ Last name: \_\_\_\_\_
TITLE: \_\_\_\_\_
ADDRESS: \_\_\_\_\_
CITY: \_\_\_\_\_ PROVINCE/STATE: \_\_\_\_\_
COUNTRY: \_\_\_\_\_ POSTAL/ZIP CODE: \_\_\_\_\_
FIRST NAME: \_\_\_\_\_ LAST NAME: \_\_\_\_\_
TITLE: \_\_\_\_\_ TELEPHONE NO: \_\_\_\_\_
FAX NO: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

COST: Member Cost: \$1000.00 (Canadian) per 8' x 10' exhibit space.
Non-member cost: \$1200.00 (Canadian) per 8' x 10' exhibit space

Full payment must accompany this application. Cheque, Visa or Master Card

Preferred Location of Space(s) (see floor plan below):

(1st Choice) \_\_\_\_\_ (2nd Choice) \_\_\_\_\_ (3rd Choice) \_\_\_\_\_

Space will be assigned on a first-paid, first-served basis.

Note: All fees must be paid in advance to guarantee exhibit space.

NAME AND TITLE OF MAIN COMPANY REPRESENTATIVE WHO WILL BE ATTENDING (IF DIFFERENT FROM ABOVE)

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_ Title: \_\_\_\_\_

CHES Membership # (if applicable): \_\_\_\_\_

If additional name tags are required:

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_ Additional meal ticket \$25 [ ]
Additional dinner ticket \$50 [ ]
First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_ Additional meal ticket \$25 [ ]
Additional dinner ticket \$50 [ ]
First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_ Additional meal ticket \$25 [ ]
Additional dinner ticket \$50 [ ]

Costs:

Exhibit space: \_\_\_\_\_

Additional meal tickets @ \$25 each \_\_\_\_\_

Additional night dinner tickets @ \$50 each \_\_\_\_\_

Total Cost: \_\_\_\_\_

Credit Card Visa \_\_\_\_\_ Master Card \_\_\_\_\_

Card No. (Please Print Clearly)[ \_\_\_\_\_ ] [ \_\_\_\_\_ ] [ \_\_\_\_\_ ] [ \_\_\_\_\_ ]

Expiry Date [ \_\_\_\_\_ / \_\_\_\_\_ ]

Signature \_\_\_\_\_

For those paying by credit card please forward this form to Tamara Rice by fax or email at 902-895-7105 (fax) or tamara.rice@nshealth.ca

OR Make cheque payable to "CHES Maritime Chapter" and forward to:

Tamara Rice, Nova Scotia Health Authority, Colchester East Hants Hospital, 600 Abenaki Road, Truro NS, B2N 5A1

## Rules for Exhibitors - Pg 1 of 2

### Overview

**CHES Maritime's 2018 Annual Conference**, to be held May 6<sup>th</sup> to 8<sup>th</sup> in Moncton, which will have a Trade Show that features the latest products and/or services for Healthcare Facilities. The conference will focus on all aspects of supporting healthcare facilities. This includes such areas as the physical plants, system efficiencies, from human resource development and emerging technologies. By registering in the Trade Show, vendors will have an opportunity to showcase their products, technologies and services, introduce new products and exchange ideas and information with a select group of Healthcare Professionals.

### Payment

Payment for exhibit space in the Trade Show is due upon application. Cancellations of reserved space must be submitted to CHES Maritime in writing.

Cancellations are subject to the following penalties:

- **Cancellations** received on or before April 27<sup>th</sup>, 2018: 50 percent of the cost of the exhibitors reserved space.
- **Cancellations** received after April 27<sup>th</sup>, 2018: 100 percent of the cost of exhibitors reserved space.

### EXHIBIT SPACE

Exhibit rental includes:

- Heating/air conditioning
- Existing room lighting
- Cleaning services for the public-use portion of exhibit area

Exhibit rental does not include:

- Installation of electrical power lines and individual exhibit outlets
- Storage and placement of display equipment
- Decoration and related services
- Security services
- Labour requirements to install, erect, drape or decorate exhibits or the exhibit area, and to move exhibit materials in and out of the exhibit premises or Hotel
- Cleaning of interior booth space
- "Pre and post" exhibit storage

- Receiving
- Packaging and Shipping

## **POLICIES & PROCEDURES FOR IN HOUSE AND OUTSIDE SUPPLIERS**

The Delta Beauséjour, through its official suppliers, provides our guests a full range of services to efficiently & professionally serve our clients' needs. The hotel recognizes that certain clients' may elect to bring in an Outside Supplier. The Hotel will facilitate such request(s) provided the **outside suppliers follow our policies and applicable service fees**. If you choose to use an **outside supplier, please notify the hotel immediately**. This will allow us to contact your supplier to discuss the above noted items.

To protect the integrity and conditions of the facility, nailing screwing, taping or similar actions into staging, walls, ceiling or flooring is strictly prohibited. In the case of trade shows, additional cleaning or maintenance charges may apply for any damages that incurred by your exhibitors. If any area is damaged due to such action taking place, the necessary charges will apply.

All signage to be professionally printed, hand written signs will not be displayed: Signage will be permitted on the Convention level only. This signage will be allowed only when it is protecting the integrity and conditions of the facility. No signage will be secured or hung with nails, screws, adhesives or any similar items into our walls, ceiling or floors. No signage will be permitted in the main lobby area unless agreed upon by the Management of the Delta Beauséjour. Hotel equipment, artwork or fixtures are not to be reconfigured or removed unless agreed upon by the Management of the Delta Beauséjour.