



Valued Exhibitor

LAST MINUTE REMINDERS

XPO Dates: Wednesday April 1 and Thursday April 2, 2020

Trade Show Halls open both days 9am – 4pm
 CheeseFEST Wednesday 4pm – 7pm in Cow Coliseum
 Free Breakfast 8am – 9:30am in Upper Lobby outside Dairy Classroom
 Dairy Classroom both days 10am – 2pm

XPO Site Address: 353 McCarthy Road, Stratford, ON N5A 7S7

Phone Number: 519-838-0117

Exhibit Space Payments	Exhibitors who have not paid for their exhibit space in full will not be permitted to set up. Interest applies to past due balances.
Move-In Exhibit Space Set-Up	Please refer to the Move-In Schedule specific to your Exhibit Hall posted at DAIRYXPO.CA/EXHIBITORS You may only Move-In during the specified dates and times, no exceptions. No exhibitor move-in is permitted on Wednesday April 1.
Move-Out Exhibit Space Takedown	Exhibitors may not begin to take down or pack up their exhibit space until 4pm on Thursday. This will be strictly enforced. Violators may not be permitted to return to CDX. Exhibit equipment/products/display materials left on site, past move-out times, a \$200 per day will apply. CDX Staff are not responsible for arranging shipping for materials left on-site.
Shipping	Shipments cannot arrive on-site until Monday March 30. Shipments arriving in advance will not be accepted and the delivery service will be asked to return with your shipment on or after March 30.
Insurance	Proof of \$2 million general liability coverage is required. Proof must be emailed to programming@dairyxpo.ca or fax 519-519-821-4266 showing Canadian Dairy XPO as additionally insured. If you need coverage please find the details at DAIRYXPO.CA/EXHIBITORS Exhibitor Insurance information contact Nick Lopers, Cowan Insurance Group, 705 Fountain Street North, Cambridge, ON N1R 5T2, Tel: 519.650.6363 or 1.866.912.6926, x41375, Mobile: 519.404.3922, Email: Nick.Lopers@cowangroup.ca
Parking	Parking staff will be on-site to guide all exhibitors and attendees to the parking areas. Parking is free. Disabled parking is available. Junior Farmers will be offering preferred parking at a cost of \$10 per vehicle. Follow the signs. Junior Farmers will also be offering shuttle service for exhibitors needing assistance to transport boxes and other materials from a vehicle to an entrance. (Please note this is on-site only and they will not be going to vehicles parked on McCarthy Road).
Large Truck & Trailer Parking	Trucks and trailers left on-site must be parked in the designated area south of the Cow Coliseum or they will be towed. Drivers should check with CDX on-site staff before parking their truck and trailer. Wayne Schmidt 519-274-9779
Shuttle Buses	Heated shuttle buses will be running both days to transport exhibitors and attendees from the parking areas to the XPO entrances. Shuttle Buses will also offer hotel service at approx. 7:30am and 8:15am, 4pm and 4:45pm April 1, 7:30am and 8:15am, 4pm, 4:45pm on April 2. Hotels serviced include Festival Inn, Queen's Inn and Best Western Arden Park Hotel.
Entrances	There will be main entrances. One located off McCarthy Road in front of Hall 1. The 2nd NEW entrance is located to the south of the Cow Coliseum where a new gravel parking area has been constructed.
Exhibitor Badges	Exhibitor Badges will be available for pick up from 9am – 6pm on Monday March 30 and Tuesday March 31 at the Site Office located at the main entrance outside Hall 1. As well as Wednesday and Thursday morning before the show. ***Exhibitor Badges will not be mailed and must be picked up Additional Badges will be available for purchase. \$15 each. Cash, VISA or MasterCard accepted.
Free Breakfast	Complimentary hot breakfast will be available to Exhibitors and Attendees both mornings of the show from 8am – 9:30am in the Upper Lobby, outside the Dairy Classroom.

CheeseFEST	Everyone is invited to join us for CheeseFEST on Wednesday April 1 from 4pm – 7pm in the Cow Coliseum. This is a free networking event featuring two live bands and a massive 100% Canadian cheese buffet.
On-site Food Service	1. Coffee is available for delivery to your exhibit space. Information and Order Form can be found at DAIRYXPO.CA/EXHIBITORS look for the 'Tickets and 4-H Order Form'
On-site Food Service cont'd	2. GayLea 4-H Café in Hall 2 – grilled cheese, milk and milkshakes (Contact: John Drummond 519-580-0620) 3. Junior Farmer Apple Fritters in Forage & Milking Mall 4. BMO Home Grown Kitchen in Hall 1 5. Boston Pizza just outside Hall 3 6. Culligan Realty Hospitality Lounge in Hall 3 7. Grill on the Go in the Outdoor Exhibit Corral 8. Muellers Ice Cream Bar in the Cow Coliseum
Electrical Services	Power is not included with your exhibit space. Information on booking electrical services can be found at DAIRYXPO.CA/EXHIBITORS look for the 'Electrical Services Order Form' Little Electric 519-621-2500 Booking deadline March 8, 2020
Carpet, Furniture and Equipment Rental	Information on booking these services can be found at DAIRYXPO.CA/ EXHIBITORS look for the 'Carpeting, Furniture and Exhibit Services Order Form' Boneyard Event Services 416-938-1063, rentals@bes.show
AV Equipment Rental	Armor Pro Audio Visual Inc. (shop) 519-421-3214, (cell) 519-933-2767, armorproav@gmail.com
Pressure Washing Services	Ropps Powerwash will be on-site Monday March 30 and Tuesday March 31 from 7am – 5pm. To book an appointment 519-655-2683 or email gnropp@gmail.com
Signage	KH & A Printing Inc. 519-822-1594, print@kh-and-a.com
Floral or Nursery Products	Klomp's Home and Garden. 3994 Perth Line 20, St. Pauls, ON N0K 1V0, 1-866-271-3090, mail@klomps.net
Logistics and Boarder Crossing/Customs Assistance	ConsultExpo Tel: 514.482.8886 Ext. 5 Fax: 888.629.9008 Mobile: 647-272-1506 Email: MicheleO@consultexpo.com
On-site Storage	On-site storage is available. Terms and Conditions apply. Jordon Underhill 519-760-0892
Live Animals	All animals must be properly identified using NLID tags All animals must be rabies vaccinated prior to arrival on-site Care and control of the animals is the responsibility of the exhibitor Ontario Premises Identification Number: ON4211563
Food Sampling	Any exhibitors wishing to offer food samples must obtain permission from CDX in advance. Perth County Health Department form competition and approval will be required. Tooth picks or tongues must be used,
Tents and Tent Permits	All exhibitors wishing to put up a tent will require a tent permit issued by the City of Stratford Russell Harley, City of Stratford Building Dept. 519-271-0250 x218
Exhibit Overhead and Rigging	Available to exhibitors in Hall 1, Forage & Milking Mall, TMR & Forage Superstore and Cow Coliseum only. Arrangements must be made in advance. Joe, Little Electric 519-621-2500
Accommodations	Information regarding CDX Preferred Accommodation providers can be found at DAIRYXPO.CA/EXHIBITORS Shuttle Buses will also offer hotel service at approx. 7:30am and 8:15am, 4pm and 4:45pm April 1, 7:30am and 8:15am, 4pm, 4:45pm and 7:30pm on April 2. Hotels serviced include Festival Inn, Queen's Inn and Best Western Arden Park Hotel.
Branded Admission Tickets	Exhibitors, please check out our Branded Bulk Ticket Program. It's a great way to show your appreciation and bring your customers to CDX. Information and Order Form can be found at DAIRYXPO.CA/EXHIBITORS look for the 'Tickets and 4-H Order Form'
Branded Beverage Tickets	Exhibitors, please check out our Branded Beverage Program. It's a great way to show your appreciation treat your customers. Information and Order Form can be found at DAIRYXPO.CA/EXHIBITORS look for the 'Tickets and 4-H Order Form'

Be sure to check out our website for additional updates and information and follow us on social media

WWW.DAIRYXPO.CA

Facebook @canadiandairy

Twitter @DairyXPO

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