



JUNE 13 -14, 2026

TRADEX CENTRE, ABBOTSFORD, BC

SHOW CHECKLIST

Did You?

Order your show badges for your employees working at the booth? Must be submitted by **May 29th, 2026**

Return your Certificate of Insurance form? Must be submitted by **June 5th, 2026**

Order your booth extras from show decorator LEVY SHOW SERVICE? Advance price deadline is **May 22nd, 2026**

Move-In time will be emailed by **May 22nd, 2026**. Please confirm your move-in time with the Show Manager

Consult with your customs broker, if applicable? (Levy Logistics information available under Exhibit Transportation)

Contact the show carrier to arrange for shipment of booth materials? (Levy Logistics information available under Exhibit Transportation)

Inquire about special material handling needs, i.e. cranes, display installation, etc.? (Levy Services available under Material Handling)

Schedule your appointment to have your heavy equipment steam-washed prior to your move-in time?

Place your order for power requirements from WILD COAST POWER & HVAC? Advance price deadline is **May 29th, 2026**. Any order placed after the cutoff is subject to a surcharge of 50%.

Place your order for Lead Retrieval equipment from CONEXSYS? Advance price deadline is **May 29th, 2026**.

Ensure that your booth space is paid for? All balances must be cleared by **April 17th, 2026** as per your exhibit space contract.

Please Note: Your Exhibitor Package will be available for pick up at the Registration Desk on Friday June 12th 2026 between 10:00am to 5:00pm