Canada International Property Show

CANADA INTERNATIONAL PROPERTY SHOW

EXHIBITORS' MANUAL

9-10 October 2026
(12:00 Noon-5:00PM Daily)
Evario Events Centre
Holiday Inn Edmonton South
950 Parsons Rd SW, Edmonton.

EVENT SCHEDULE

MOVE IN
EXHIBITORS

Thursday October 8, 2026 (4:00PM-80:0PM)

*All booths must be "show ready" no later than **2:00PM: Friday, October 9, 2026** – NO EXCEPTIONS.
A loading and unloading area will be setup on the loading dock for POV's. A POV is defined as a personally owned vehicle no larger than a station wagon or SUV. If your vehicle qualifies as a POV you can load and unload yourself provided you hand carry or use a 2-wheel cart. If your vehicle is not a POV, please contact us at **(226) 753-3552.**

SHOW DATES & TIME

Friday, October 9, 2026 (11:00AM-5:00PM)

Saturday, October 10, 2026 (11:00AM-5:00PM)

*Exhibitor Staff are permitted to enter the exhibition floor two hours prior on show days.

MOVE OUT

Saturday, October 10, 2026 (5:00PM-6:00PM)
All booths

*The show closes **5:00PM on Saturday, October 10, 2026.**
All exhibit materials must be removed from the show floor by **6:00PM.
*** A $500 penalty for late tear down and move-out is strictly enforced.
**** Show management is not responsible for items left behind or forgotten by exhibitors after **6:00PM.**

SHOW LOCATION

Evario Events Centre, Holiday Inn Hotel,
950 Parsons Rd SW. Edmonton, Canada
~ 18km (16-minute drive) from Edmonton International Airport (YEG)
Accessible from Gateway Blvd (82 Ave), Parsons Road, Anthony Henday Drive (Highway 216) or Calgary Trail (Highway 2).

PARKING

Complimentary daily self-parking for registered exhibitors and guests only.
Parking is outside, ample, well-lit, well-marked and located at the front side of the venue.
Accessible parking with flat terrain between parking and entrance available.

EXHIBITOR CHECKLIST

Use this checklist to help you organize your participation at the 2026 Canada International Properties Show.

☐ Read Rules and Regulations
☐ Pay any outstanding balances of your Booth Space
☐ Show Guide Listing - Submit a logo and brief company profile (less than 50 words)
☐ Show Guide Advertising -Submit advert artwork (Optional, Paid)
☐ Read Move-In and Move-Out information
☐ Order transportation services desired for your booth to and from venue
☐ Return optional forms (if required)
☐ Send Canada International Property Show invitations to customers and prospects.
☐ Audio Visual Rentals
☐ Make travel/car rental arrangements.
☐ Make Hotel Reservations
☐ Exhibitor Badges - Register booth personnel
☐ Exhibit Furniture & Accessories - Submit requirements
☐ International Travel -Book directly with hotels or airlines
☐ International Logistics -Customs / Shipping / Transportation / Storage

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GENERAL RULES & REGULATIONS

1) PAYMENT OF SPACE
Show Management reserves the right to refuse move-in and use of space to any exhibitor who has not made full and final payment.

2) MOVE-IN PROCEDURE
Heavy equipment and awkward displays should be delivered on the date and time that has been specified on the official move-in schedule set out by Show Management.

3) MATERIAL HANDLING
All material handling transactions are between the materials handling contractor and the exhibitor. In case an exhibitor's representative is not present, Show Management reserves the right to order his equipment and/or material to be moved from the receiving door to the exhibitor's area. The charge for this service will be invoiced to the exhibitor by the official materials handling contractor.

4) REMOVAL OF EXHIBIT MATERIALS
Where exhibitors fail to pick up or couriers refuse to accept shipments, this material may be hauled to a warehouse and the exhibitor will be charged accordingly for this routing or handling.

5) LABOUR AND TIPPING
Exhibitors are required to abide by the prevailing labour conditions and rates effective in the exhibit hall. All employees of Show Service Contractors are adequately paid and there is no need to tip.

6) OVERHEAD DOOR DIMENSIONS
Please consider the height and width of the Halls being used: 20' 19'8"

7) RULES GOVERNING SECURITY OF HALL
Exhibitors are responsible for providing all workers with proper badges. On move-in and move-out days, the halls must be cleared no later than the times indicated in this manual. While Show Management will take reasonable overall security precautions, exhibitors are responsible to protect their own goods. During move-out, all booth material should be packed and properly labeled immediately after show closing before leaving the hall. Thefts must be reported to security immediately and police will be contacted directly. Any and all disputes of these rules must be taken up with Show Management.

8) NON-COMPLIANCE WITH RULES AND REGULATIONS
Show Management reserves the right to make changes, amendments and additions to the rules and regulations without notice, as considered necessary to the efficient and proper conduct of the show. Interpretation of these rules and regulations shall rest with Show Management and non-compliance can result in the ejection of the offending exhibitor or in the closing of his/her exhibit.

9) CANCELLATIONS BY EXHIBITOR
In the event of cancellation, the exhibitor must notify Show Management in writing and is responsible for the amount due as per the payment terms of the contract.

10) CANCELLATION BY SHOW MANAGEMENT
Show Management reserves the right to cancel space should payment not be received from the exhibitor within the prescribed time frame. If Show Management should be prevented from holding the show by any cause beyond its control, or if it cannot permit the exhibitor to occupy his rented space due to circumstances beyond its control, Show Management will refund to the exhibitor the amount of rental paid by them, less a proportionate share in relation to the other exhibitors' space of the total show expenses incurred by Show Management to that date, and Show Management shall have no further obligation or liability to the exhibitor.

11) LOSS OR DAMAGE
Exhibitors will be liable for, and will indemnify and hold harmless Show Management from any loss or damage whatsoever occurring to or suffered by any person or company, including, without limiting the generality of the foregoing, exhibitor, other exhibitors, management, the owners of the building and their respective agents, servants and employees, and members of the public attending the show, either (a) on the said space or (b) elsewhere.

12) DEMONSTRATIONS, DISTRIBUTIONS AND COMPETITIONS
Display, demonstration and distribution of advertising material is not permitted outside the confines of the booth space. If audio/visual equipment is used, the sound must be subdued to such an extent as to ensure its having no nuisance effect on neighboring exhibitors. Voice amplification may be used only with written permission from Show Management prior to show opening.

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13) OBJECTIONABLE CONDUCT
Management reserves the right at any time to reject, prohibit, or remove exhibits or any part thereof and to expel exhibitors generally from exhibits or the operation of exhibits, which may be objectionable to the participants and management. Without limiting the generality of the foregoing, this paragraph applies to a person's conduct or any printed matter which may affect the show generally.

14) STAFFING OF EXHIBITS
Exhibitors must maintain staff in their booths at all times during the hours of the show.

15) MECHANICAL CONVEYANCES
Mechanical conveyances such as electric carts, scooters, or bicycles will not be allowed in the aisles during the show hours.

16) SAFETY MEASURES
Exhibitors showing equipment in operating condition must provide every precaution for the safety of their operators, show visitors, and exhibit personnel. Operators must wear proper personal protective equipment during machinery operations. All belt-and chain-drive units must be covered with approved shielding. All equipment where welding, cutting of metal, wood or plastic is involved must be provided with approved safety shields. Waste materials, cuttings and shavings must be placed in bins for safe removal from the building. These bins and their removal may be arranged for with the Official Show Service Contractor.

17) FLOOR, WALL AND CARPET DAMAGE
Exhibitors are responsible for any damage to the building in their rented space and general damages to carpeted areas around their rented space caused by their exhibits or displays. Painting, nailing, drilling, or screwing to the floors, walls or any other part of the building is not permitted. If you choose to install your own carpet or select an alternate decorator, you must arrange to have the carpet tape removed during moveout. If tape is not removed, exhibitors will be responsible for the charges incurred for the removal of the tape.

18) SUBLET
It is agreed that under no circumstances shall space be sublet without the prior written permission of Show Management.

19) EXHIBITION CONTRACT
The exhibitor further agrees that the conditions, rules and regulations of Show Management are made a part of the contract and that said exhibitor agrees to be bound by each and all of these rules and regulations.

20) RE-ASSIGNMENT OF SPACE
Show Management shall have the right to change, if necessary, the assignment of space to be occupied by the exhibitor in order to create an effective exposition.

21) CONCESSIONS
Exhibitors may not sell, serve or dispense any food or beverages in the space without express written permission. All Food and Beverage consumed within the exhibit hall must be provided through the official caterer. Please contact Show Management for further information.

22) FIRE REGULATIONS
All exhibitors planning to use any type of fuel, such as gas, oil, helium gas, or propane, in their exhibits are requested to contact Show Management to discuss all matters pertaining to the installation of such equipment. All displays or exhibited materials must be fireproof to conform to Federal, Provincial and City Fire Laws. Also, table skirting and all cloth material must be flame proofed.

23) CAMERAS AND/OR VIDEO RECORDERS
Cameras and/or video recorders are not allowed on the show floor unless approved by Show Management. Exhibitors are only permitted to take photos of their own booth and set up.