



## Exhibitor Prospectus (January 31st, 2023 Version)

### Booth Rental

The cost for a 10' x 10' booth for the 2022 trade show is **\$2000.00 per booth (Plus GST 5%) for early registration. Booth pricing increases to \$2500.00 (Plus GST 5%) after February 1, 2023. B/N: 10808 7800 RP0001**

The tradeshow floor space will remain on the 3<sup>rd</sup> Floor. The high ceilings allow you to suspend signage.

Show book with ads and promotional information about the convention is sent to all attending dentists, dental assistants, and practice managers in late February 2023. Register early to be part of this great promotional opportunity and contact Fawkes Advertising Inc. (Telephone #204-261-4572 Email [fawkesadvertising@shaw.ca](mailto:fawkesadvertising@shaw.ca))

Each in-person trade show business will also be offered a virtual space in our Global Dental Exchange. Please see the details below in the "Booth Rental Includes" section.

(One-day booth rental is prohibited – exhibitors must be in attendance on both days.)

***Booth space is selected by the Exhibitor & confirmed by the Manitoba Dental Association.***

***Note- Major and supporting sponsors will be given priority booth selection.***

**Booth selection and confirmation: Confirmation of booth selection requires MDA approval. You will receive a notification from the MDA. Payment for your booth/s is due upon registration. If payment is not received, your booth can be unreserved by the MDA.**

### Booth Rental Includes:

- An 10' X 10' booth space; pipe & draped back wall [8' high] and side walls [3' high]
- Overnight security in the exhibit area
- Continental breakfast, lunch, and coffee break refreshments for exhibit representatives on both days
- Two representatives per booth. There is an additional **\$150 (Plus GST 5%)** fee for each additional person in the booths.

- Virtual Site on the **MDA's Global Dental Exchange** where each company can include:
  - Up to 10 Product and/or Service Listings
  - Up to 5 Customizable Call-to-Action Buttons
  - Up to 10 Videos (up to 500mb each)
  - Up to 20 Downloadable Resources
  - Site will remain active for 10 of months April 1, 2023 to February 1, 2024
  - Detailed information on the Global Dental Exchange to follow.
  - To view Global Dental Exchange Site (GDE) from 2022 Convention visit <https://dentalexchange.manitobadentist.ca> If you posted in our Global Dental Exchange and continue with us in 2023, you will be able to update your GDE page for 2023.

### Booth Rental Does Not Include:

**Opening Date for Booth Orders with Central Display and Winnipeg Convention Centre to be confirmed.**

- Carpet, tables or chairs - Set-up or dismantling of booths & Cleaning of booth (Central Display – [CLICK HERE](#))
- Electrical requirements & Internet connection (Winnipeg Convention Centre – [CLICK HERE](#))

***\*Payment for any additional items must be sent directly to the supplier and not to the Manitoba Dental Association.***

### Exhibitor Guidelines and Conduct

- Booths are to be occupied by ONE company only. Maximum two company representatives per booth. If you wish to have more than 2 people representing your company at your booth you will be charged a **fee of \$150 (Plus GST 5%) for each additional person.**
- NO sharing or subletting is allowed. Booth representatives must be employees of the company reserving the booth – subletting space to product representatives is not allowed.
- If your company sells goods or services directly to Manitoba dentists you must provide a Manitoba PST Registration Number.
- All exhibitors must be set-up by 7:00 AM on Friday, April 21st, 2023.
- The exhibit trade show **will open** on Friday, April 21st, 2023 at 7:30 AM.
- The exhibit trade show area **will close** on Friday, April 21st, 2023 at 5:00 PM.
- The exhibit trade show **will re-open** on Saturday, April 22nd, 2023 at 8:00 AM.
- The exhibit trade show **will close** on Saturday, April 22nd, 2023 at 2:00 PM.

- No display material, except hand carried, may be moved through the exhibit area after the trade show's opening.
- Please note: *Lunches are available for the exhibitors in the tradeshow area. The tradeshow will not be closed during lunch.*
- The MDA Exhibit Chair organizes prize draws on behalf of all exhibitors to encourage attendance at the exhibit booths. One draw will take place each day over the lunch hour. If you wish to set up a draw at your own booth we would be happy to announce the winners at the end of each day.

## Exhibitor Ingress and Egress

Exhibitors will have access to set up in the trade show area in the 3rd floor from 12 noon (NO EARLY SET UP) until 8:00 PM on Thursday, April 20th, 2023; representatives from the Manitoba Dental Association and Central Display staff will be on hand to assist the ingress.

Dismantling of displays is not permitted until the trade show area is closed at 2:00 PM on Saturday, April 22nd, 2023. Exhibitor egress must be completed by 5:00 PM on Saturday.

### Central Display

- Central Display Staff will be on-hand with a help desk on site for any queries you may have.
- **Forklift Service** - can be made available through Central Display.

### Material Handling (shipping and receiving)

All Trade Show Exhibitors are encouraged to use Central Display Material Handling Services for inbound and outbound freight. The RBC CC will not receive shipments in advance of the Thursday, April 20th move-in date as there is no adequate storage. If you use Central Display Material Handling services you will be best served in the area of ensuring your materials are in your booth on move-in day, storage for your containers during the event, and removal of materials from the show floor at egress, and easy pick up from the Central Display warehouse by your freight carrier.

### Storage during the event

If you **do not** use Central Displays' inbound material handling service but require storage for your containers during the event, you can order storage service from Central Display Ltd.

### On-Site Storage Space

- There will be **limited storage** space on-site for you to store additional promo items.
- Each company must clearly mark your boxes/items and ensure they are stored in an orderly fashion.
- An aisle way must be left open for easy access to items.
- Floorplan location will be indicated on the Trade Show Floorplan.

### MDA Convention App – a new app for 2023

There are various platforms for the MDA App – Both the Android and the Apple versions will be available immediately upon completion of your registration. Your General Registration confirmation email will provide you with a button to download the appropriate Android or Apple App for your phone and also provides you with a website version as an option.

**See APPs Here:**

- Web access: <https://go.pheedloop.com/#/>
- iOS app: <https://apps.apple.com/ca/app/pheedloop-go/id1551987961>
- Android app: <https://play.google.com/store/apps/details?id=com.pheedloop.go>

**APP Features**

- Update your personal profile
- View your personal session schedule and make changes to your schedule
- Convention Update Notices will be posted
- See who else is attending the convention and if you activate you can chat and connect with colleagues.
- Review speakers and lecture overviews
- Connect with sponsors and trade show reps (view the trade show floorplan)