



Exhibitor Manual

Welcome Paramedicine Across Canada Expo Exhibitors

On behalf of the PACE committee, thank you for choosing to exhibit at PACE 2022, September 8 – September 10 at **Saskatoon Prairieland Park Trade and Convention Centre, 503 Ruth Street, Saskatoon, SK S7K 4E4**

The Exhibitor Manual is a valuable resource for planning a successful exhibiting experience. It includes all the information you need to plan for a smooth, efficient, and profitable show. Use this manual to strategize, organize, and maximize your participation.

Quick look schedule

Date	Time	Instructions
September 8	07:00 – 08:00 am	Vehicles move in
	10:00 am – 05:00 pm	Setting up of exhibits
	06:00 pm	Paramedic Market Open, Night Market
	09:00 pm	Paramedic Market Closes
September 9	09:30 am	Paramedic Market Open
	04:30 pm	Paramedic Market Closes
September 10	09:30 am	Paramedic Market Open
	1:30 pm	Paramedic Market Closes
	2:00 pm	Soft Move out (Small Items Only)
	5:30 pm	Full access move out

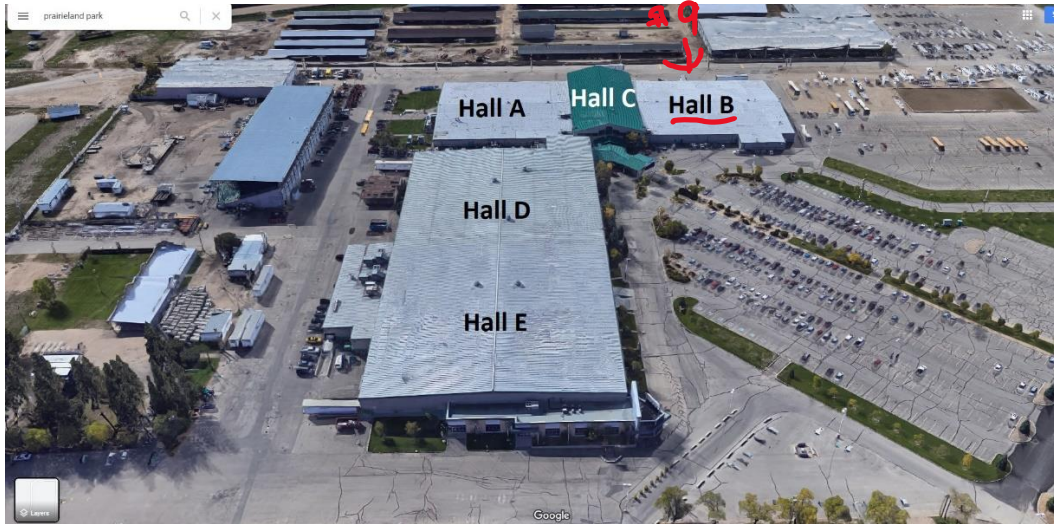
Move in instructions

The *Paramedic Market* is situated in Hall B on the main floor of Prairieland Park (PLO). Access to Hall B is from the south end of PLP with access off Edmonton Street (Arrow #4). Vehicle exhibitors **MUST** arrive at 07:00 am so the vehicles can be positioned prior to exhibition booth assembly.

All other exhibitors can move in after 10:00 am. Access to Hall B is available from the south side of the facility overhead door # 9. Once unloaded, please remove your vehicle from the entrance of the overhead door immediately to allow access of other exhibitors. There is parking available nearby.

There will be the Solutions Desk located on the show floor to direct where your booth should be, or any further Event Services orders.

**IF YOU HAVE ANY ISSUES ACCESSING THE OVERHEAD DOOR #9
PLEASE CONTACT KENDALL SCOTT 306-562-7410**



Move out instructions

The Paramedic Market closes immediately following the September 10 lunch break. All exhibitors can **begin packing up at 2:00 pm.**

ALL EXHIBITOR MATERIALS MUST BE REMOVED BY 5:30 PM.

VEHICLES MUST BE REMOVED BETWEEN 5:30pm and 7:00 PM.

Items left on the show floor after move-out time will be forced off the floor. Show Management reserves the right to reroute shipments that are not picked-up or refused by carriers. Should this occur, you will be responsible for any charges incurred.

1. Keep aisles clear until Central Display removes aisle carpet. No dollies, carts or other items are permitted on aisle carpet.
2. Dismantle your booth completely.
3. Bring all of your items to the overhead door.
4. Once you have finished loading your items into your vehicle, please remove it to make room for the next vehicle.

Thank you for understanding that we need to keep the loading docks moving!

*Construction waste (e.g. Carpet, wood, bricks, cabinets, etc.) **MUST** be removed from the venue by the exhibitors. Pack out what you pack in!

The Solutions Desk will be located on the show floor during egress for any questions or service.

pacexpo@paramedic.ca

