

2010 SARM Convention & Tradeshow

Tradeshow Dates: March 8-10, 2010

Queensbury Convention Centre – Regina, SK

Hours

The schedule for the trade show is as follows:

Monday **8:00 AM -12:00 Noon**
Large Equipment
- Move In
12:00 Noon - 5:00 PM
Regular Trade Show
Booths
- Move In and Set Up
6:30 - 8:30 PM
Trade Show Participant
Registration
- Banner Hall Area
7:00 PM to 9:30 PM
Trade Show Open

Tuesday **7:30 AM to 8:20 AM**
Exhibitor's
Appreciation Breakfast
- Exhibitor's Lounge
(Upper Level Co-operators
Centre)
8:30 AM to 5:00PM
Trade Show Open

Wednesday **8:00 AM to 4:30 PM**
Trade Show Open

After 4:30 PM on Wednesday you may tear down—please contact me if you need to leave before that time. If you leave early without providing notice you will not be invited back to the next year's show.

Move-In

We are on a learning curve again this year with changes to Evraz Place. We will be using both **Banner Hall** and one of the new arenas in the Cooperators Centre. The rink will be set up for both regular 10x10 booths as well as equipment of all sizes.

Bulk displayers please use the **west over-head door** of the arena. You will need to go to the north side of the

park to get to the rink area. GES Canada will have a **service desk** located near the **entrance of Banner Hall** if you require assistance. For those who have booths in **Banner Hall** there are doors on the **south entrance** of the building for your move-in.



Equipment Rental and Storage

Each booth comes with a **skirted 6' table** and **two chairs**. If you require a different size table or additional equipment, contact our Trade Show supplier, GES Canada at 347-8280 or see the attached file for their complete exhibitor kit. Please note there is no carpet in the exhibitors areas.

GES CANADA

Phone: 306.347.8280

Fax: 306.569.7484

E-Mail: regina@ges.com

High Speed Internet Access

If you require this service, please refer to the attached form. This service will be dealt with directly through SaskTel.

Registration

Registration for Trade Show participants will be open from **6:30 to 8:30 PM** on **Monday, March 8, 2010** in **Banner Hall** at **Evraz Place (Main Ground Level)**. Trade Show exhibitors

are welcome to join us for sandwiches and refreshments throughout the **Delegate Registration Reception**. The reception runs from **7:00 PM** until **9:30 PM** on **Monday** evening in **Salon ABC** of the **Queensbury Convention Centre**.

Breakfast

On **Tuesday, March 9**, **SARM** will be **hosting an appreciation breakfast for all our trade show participants**. Due to the number of registrants we are limiting attendance to **two participants per booth**. **Please indicate on the checklist how many will be attending from your organization**. The breakfast will be held in the **Exhibitor's Lounge** located on the upper level of the **Cooperators Centre** from **7:30 to 8:20 AM**.

Luncheons

Luncheons for Trade Show exhibitors will be provided on **Tuesday and Wednesday** in the **Trade Show Exhibitor's Lounge** located in the upper level of the **Cooperators Centre**. Luncheons will be served from **11:30 AM to 1:30 PM** each day.

Booth Draws

If your booth is having a draw, please complete the draw form included in your registration package. All draws are to be made prior to **11:00 AM** on **Wednesday, March 10th** and posted no later than **11:00 AM** on the same day on the large draw boards located in the tradeshow area. We will advise the delegates that they are responsible for checking the prize boards after this time. **Please note—any unclaimed prize will be your responsibility to get to the lucky winner.**

Other Events & Notes

Wednesday Evening Banquet "Green & White Commemorative Night" - SARM will be hosting a dinner banquet at the **Queensbury Convention Centre** to commemorate the **Saskatchewan RoughRider's 100th Anniversary**. One of the guest speakers for the evening is rider great **George Reed**. There will also be opportunity to meet both past and present players throughout the evening. Tickets for this evening are only **\$34**.

To purchase your tickets, please contact **Catherine Patterson** at the SARM office at **306.761.3720** or controller@sarm.ca -or- kbuitenhuis@sarm.ca.

The **Emergency Message Centre** will be located in the **SARM Convention Office - Conference Room 6** located on the upper level of the **Queensbury Convention Centre**. The number is **306.781.9356**.

If you need to reach me during show hours, please call **781-9356** or go to the **SARM Convention Office**. If I am not there, leave a message with someone in the office and I will get back to you as soon as I am available. Messages may also be left at the **SARM Booth #2** located in **Banner Hall**.

Thank you for participating in the 2010 SARM Annual Convention & Trade Show—your attendance is appreciated. If you have any questions or comments prior to the show please contact me directly at 306.761.3730 or e-mail kbuitenhuis@sarm.ca. I look forward to seeing you in March!

Kristina Buitenhuis, Convention & Special Events Coordinator



“Growing With Pride”

Convention - March 8, 9, 10 and 11, 2010

Trade Show - March 8, 9 and 10, 2010

Queensbury Convention Centre - Evraz Place - Regina, SK

Organization: _____ Phone: _____

Contact: _____ Email: _____

Please complete the following information and return to the SARM office by email to kbuitenhuis@sarm.ca or fax 306.761.0284.

In order for us to have **nametags** made prior to the convention, please list the names of the representative(s) working the Trade Show. (Please Print—use the reverse side for additional names)

If you want to be included in our **resolution/handbook**, we require a **description of goods/service offered** (25 words or less) **NO LATER THAN FEBRUARY 5, 2010.**

Appreciation Breakfast

Date: Tuesday, March 9, 2010

Time: 7:30 AM to 8:20 AM

Location: Exhibitor’s Lounge, Upper Level Cooperators Centre (Rink Area)

I will be attending: Yes No
If “yes”, number attending: One Two

Please complete and return to the SARM office by February 5, 2010.
2075 Hamilton Street, Regina, SK S4P 2E1 Fax: 306.761.0284 Email: kbuitenhuis@sarm.ca