



April 23 - 25, 2024

The Venetian Banquet & Hospitality Centre  
219 Romina Drive, Concord, ON, L4K 4V3

[www.canect.net](http://www.canect.net) @CANECTEvent #CANECT

## Exhibitor Rules and Regulations

### PLEASE NOTE:

- **Any contractors involved in the set-up of your display must receive a copy of these Rules and Regulations. You are required to notify Show Management of any outside contractor used on your behalf.**
- **Also see: 2024-CANECT-SafetyRules (can be found on [canect.net](http://canect.net))**

**ENFORCEMENT OF RULES AND REGULATIONS:** Any infraction of these “Rules and Regulations” can result in your ejection from the show. In this event, your booth fee will be forfeited and, depending on the infraction, you can be barred from future expositions.

The Venetian Banquet & Hospitality Centre has free outdoor parking.

### MOVE-IN AND MOVE-OUT SCHEDULE:

**MOVE-IN:** April 23 - 8:00 a.m. to 11:30 a.m.  
**MOVE-OUT:** April 25 - 2:00 p.m. (after lunch)

Exhibit materials must be securely crated and/or packaged to avoid damage during move-in and move-out.

**IMPORTANT:** Dismantling of booths will not be permitted before 2:00 p.m. on April 25 (unless lunch break ends earlier)

**SHOW HOURS:** April 23 – 12:00 p.m. to 6:00 p.m. (Reception: 4:00 p.m. – 6:00 p.m.)  
April 24 – 8:00 a.m. to 6:00 p.m. (Reception: 4:00 p.m. – 6:00 p.m.)  
April 25 – 8:00 a.m. to 2:00 p.m. (after lunch)

**Hotel information:** The [Novotel Toronto Vaughan Centre Hotel](#) is approximately 1 km from the Venetian Banquet & Hospitality Centre. CANECT has arranged a special rate of \$169 per night. To book your stay, call 905-660-0212 and mention the group code “CANECT” by March 22, 2024.

The hotel address is: 200 Bass Pro Mills Drive, Vaughan ON, L4K 0B9

**ALCOHOLIC BEVERAGES:** The use of outside alcoholic beverages during the exhibition is prohibited.

**ACCESSIBILITY FOR ONTARIANS WITH DISABILITIES ACT:** The exhibitor understands that the Accessibility for Ontarians with Disabilities Act (AODA) requires that its display be accessible to persons with disabilities and agrees that it is solely responsible for assuring that its display complies with the AODA.

### BOOTH SET-UP: ALL PERSONNEL MUST WEAR SAFETY SHOES DURING SET-UP.

Set-up can commence at 8:00 a.m. on April 23 and must be completed such that the display is, in all respects, ready by 11:30 a.m.

**BOOTH STAFFING:** Exhibitors are responsible for workers’ compensation, unemployment insurance, etc. for their employees on-site. These rules and regulations and all others relating to the Venetian Banquet & Hospitality Centre must be explained to all staff that are in any way involved with your booth. Copies of all relevant documents must be kept in the booth at all times.



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**CANCELLATION:** Exhibitors can cancel out of the show by advising the Show Manager in writing 60 days prior to show date. The deposit(s) per booth(s) will be retained as liquidated damages. If an exhibitor cancels after February 21, 2024, the entire booth space payment will be forfeited, and any amount left unpaid may be forwarded to a collection agency.

**COMPETITIONS:** Sales promotions, competitions and contests conducted by exhibitors in conjunction with their display must be free of any obligation on the part of the winner. Prize winners must not be required to place an order before collecting the prize offered. The schedule of prizes and terms of the competition must be clearly stated on the entry form.

**DAMAGE TO PROPERTY:** Exhibitor is liable for any damage caused to building floors, walls, columns, standard booth equipment or other exhibitors' property. Exhibitor may not apply paint, lacquer, adhesive or other coating to building columns and floors or to standard booth equipment. Holes may not be drilled, cored or punched in the building.

**DRAWS:** If you conduct a draw in your booth it is your responsibility to contact the winner directly.

**IMPORTANT: Booth competitions and draws will not be announced during the show.**

**ENDORSEMENTS:** CANECT does not approve, endorse or recommend the use of any specific commercial product or service. Exhibitors cannot state or imply either verbally, or in printed literature that their product or service is or has been approved, endorsed or recommended by CANECT.

**EXHIBITOR REGISTRATION:** Exhibitor badges are not required during move-in. Please provide names of booth personnel to Denise Simpson – [denise@esemag.com](mailto:denise@esemag.com). Badges will be available on-site at the CANECT registration desk.

**FIRE REGULATIONS:** The Venetian Banquet & Hospitality Centre's Rules and Regulations include Fire Regulations for Exhibitors. The conditions in these regulations must be incorporated into any display planning and materials must be made known to all your staff. The Venetian Banquet & Hospitality Centre is a non-smoking facility; therefore smoking will not be permitted in any part of the building.

**HANDOUTS:** Under no circumstances can literature or products be distributed outside of your booth space. This includes the aisles, the entrance to the tradeshow floor, the registration areas and outside seminar rooms.

**IMPORTANT: No stick-on decals of any type can be brought into the Venetian Banquet & Hospitality Centre.**

**HEALTH & SAFETY:** You will find the link to the Health and Safety Rules form in your booth confirmation email which must be signed and returned to CANECT Show Management by April 2, 2024.

**INSURANCE AND LIABILITY – Certificate of Insurance:**

Exhibitors must arrange their own commercial general liability insurance, including personal and bodily injury liability, in the amount of \$1 million. If you already have insurance coverage for these items, ask your insurance broker to extend the policy to cover you during CANECT 2024 dated April 23-25, 2024.

**NOTE: Insurance is mandatory for all exhibitors, without it, exhibitors risk not being allowed to set up. A copy of your proof of insurance should be forwarded by mail or email to Denise Simpson, CANECT, 30-220 Industrial Pkwy. S, Aurora, Ontario L4G 3V6 or [denise@esemag.com](mailto:denise@esemag.com) no later than April 2, 2024.**



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CANECT, the Venetian Banquet & Hospitality Centre, and all official show contractors, their agents and/or employees accept no responsibility for loss, damage or injury to persons, or any other causes while in transit to or from and/or on display at the Venetian Banquet & Hospitality Centre. CANECT will not be liable for delivery of space in the event that the building is damaged or destroyed by fire, an Act of God, public enemies, strikes, authority of the law or any other causes beyond its control.

**INTERPRETATION OF RULES & REGULATIONS:** CANECT reserves the right to make such changes, amendments and additions to the rates, rules and regulations that are considered necessary for the proper conduct of the Tradeshow and will inform you of these changes.

Interpretation of these "Rules and Regulations" will rest with CANECT and this decision is final.

**IRREGULAR BOOTH DISPLAYS:** Displays with a background height of 8ft or less do not require approval. They must be erected with proper concern for safety and with no damage to exhibit area floors, walls etc. Displays whose background height exceeds 8ft must have prior written approval by the CANECT Show Management. Your request must be accompanied by a detailed, to-scale drawing. Failure to obtain approval could result in your being ordered to stop construction of your display. Contact: Denise Simpson – [denise@esemag.com](mailto:denise@esemag.com)

**NOISE:** You can use audio-visual equipment to promote your products or services; however, audio levels will be monitored and must not present a nuisance to delegates or other exhibitors.

Mobile noise-emitting devices (Robots etc) can be used with discretion. CANECT staff will monitor their use to ensure noise levels are reasonable, aisles are not obstructed and no form of canvassing or harassing of other exhibitors occurs. This rule will be strictly enforced.

**PAYMENT OF ACCOUNT:** Full and final payment for exhibit space must be made prior to show date. CANECT reserves the right to refuse entry to any exhibitor whose account has not been paid in full.

**PHOTOGRAPHY:** No photographs or video may be shot on the show floor without written permission of show management.

**SECURITY:** You are advised to take every precaution against damage, loss or theft, especially during the move-in and move-out period, and must ensure your display is staffed at all times during the exhibit hours. CANECT assumes no responsibility for damage, loss or theft of any nature. Only designated CANECT staff will be allowed to enter the Exhibit Area before or after show hours.

**SELLING:** A valid Ontario vendor's permit is required for exhibitors to sell on-site.

**TEARDOWN:** The show closes at 2:00 p.m. on April 25, 2024 (after lunch).

**IMPORTANT:** Dismantling of booths will not be permitted before 2:00 p.m. on April 25 (unless lunch break ends earlier)

**SHOW MANAGEMENT:**

Denise Simpson, CANECT Show Manager  
30-220 Industrial Pkwy S., Aurora, ON L4G 3V6  
T: 905-727-4666 ext 21  
C: 905-960-4064  
E-mail: [denise@esemag.com](mailto:denise@esemag.com)