

ITS Canada 2026

EXHIBITOR MANUAL



ITS CANADA 2026 
ANNUAL CONFERENCE & EXHIBITION
EDMONTON • MAY 20 -22
LEAN TIMES • SMART MOVES



ITS CANADA 2026 EXHIBITOR SHOW SERVICES

GENERAL EXHIBITOR SERVICES

- All exhibitors will be provided with a 6' draped and skirted table and two chairs.
- All exhibit spaces will be piped and draped in accordance with standard exhibit practices.
- All exhibitors will be provided with one electrical outlet capable of handling typical computer and lighting requirements (117v / 8 amp). This service is arranged by Global Convention Services Ltd. Any additional electrical requirements must also be arranged through Advantage AV. See next bullet point.
- The Exhibitor Kit for ITS Canada 2026 is now available. Additional booth supplies—such as tables, chairs, easels, etc.—can be ordered online at <https://order.globalconvention.ca>. Please note that exhibitors will be billed separately by Global Convention Services Ltd. for these services; they are not part of the package provided by ITS Canada. See AV Services below.
- Insurance: Suppliers must provide evidence of public liability and property damage insurance for a minimum of \$2,000,000, naming the Delta Hotels Edmonton South Conference Centre as the Additional Insured. Proof of insurance must be submitted to ITS Canada by April 1, 2026, by email to janneke@itscanada.ca.

AUDIO-VISUAL SERVICES

Our contracted AV firm for 2026 is SonisAV, and they will be happy to accommodate any AV rental needs you may have for equipment on the exhibit floor. Please email Darin at darin.sonisav@gmail.com. Note that you will be billed separately for these services—they are not included in the package provided by ITS Canada.

CUSTOMS INFORMATION / BROKERAGE & SHIPPING / ADVANCED WAREHOUSING & MATERIAL HANDLING

Global Convention Services Ltd. has been appointed as the Official Material Handling Service Provider for ITS Canada 2026. Details can be found online at <https://order.globalconvention.ca>. All brokerage and shipping costs—including material handling and receiving at the Delta Hotels Edmonton South Conference Centre—must be coordinated with the Exhibitor Services Department at Global Convention Services. ITS Canada and the Delta Hotels Edmonton South Conference Centre are not responsible for any charges incurred by exhibitors.

PROMOTIONAL MATERIALS

Nails, tape, screws, tack pins, etc. and strictly prohibited on the walls and all furnishing must be free standing. Tape to mark the exhibit floor must be removed at the conclusion of the show/event. Tape leaving glue residue on carpet and flooring is not permitted.

STORAGE AND MATERIALS HANDLING

All move-in and move-out operations must be coordinated through Global Convention Services Ltd. Loading and unloading via the main entrance is strictly prohibited, except for Crystal Gallery tabletop exhibitors. Booth furnishings requiring overhead suspension must be arranged in advance and approved by the Delta Hotels Edmonton South Conference Centre. The venue does not provide space for exhibitors to store their empty boxes during the show.

SECURITY

The Exhibit Rooms, Empire and Crystal Gallery will be locked after exhibit hours. We strongly recommend any exhibitors in the foyer remove laptops and any other portable and valuable items at the close of the hours daily. ITS Canada will not be responsible for missing items. Ensure that you carry business insurance as per normal exhibit practice.

EXHIBIT SCHEDULE

Event	Date	Time
Exhibitor Move in	Wednesday, May 20	10:00 am to 3:00 pm
Welcome Reception	Wednesday, May 20	5:00 am to 7:00 pm
Show Hours	Thursday, May 21	8:00 am to 4:00 pm
Show Hours	Friday, May 22	8:00 am to 3:30 pm
Exhibitors move out	Friday, May 22	3:45 pm to 6:00 pm

EXHIBIT RENTAL INCLUDES THE FOLLOWING:

- 10' wide x 8' deep booth with pipe and black drape between booths (1-24)
- 8' wide x 8' deep booths with pipe and black drape between booths (26-34)
- Carpeted
- 6' Table, draped and skirted, with two chairs
- Existing room lighting
- Cleaning services for the public-use portion of exhibit area (i.e., aisles).
- One electrical outlet 117v /8 amp (contact us with special requirements)
- Exhibit hall will be locked after exhibit hours.
- 6" by 30" table, draped and skirted, with one chair for Tabletop exhibitors in the Crystal Gallery
- Power guaranteed for Tabletop exhibitors
- Complimentary Wi-Fi

Your Exhibit Rental DOES NOT Include:

- Storage and placement of display equipment
- Cleaning of interior booth space
- Gas or water supply
- "Pre and post" exhibit storage
- Receiving
- Packaging and Shipping

ITS Canada looks forward to welcoming you to Edmonton!

If we can be of any specific assistance, please do not hesitate to contact us.

CONTACT US

ITS STI Canada

400 - 6975 Meadowvale Town Centre Circle
Mississauga, ON L5N 2V7

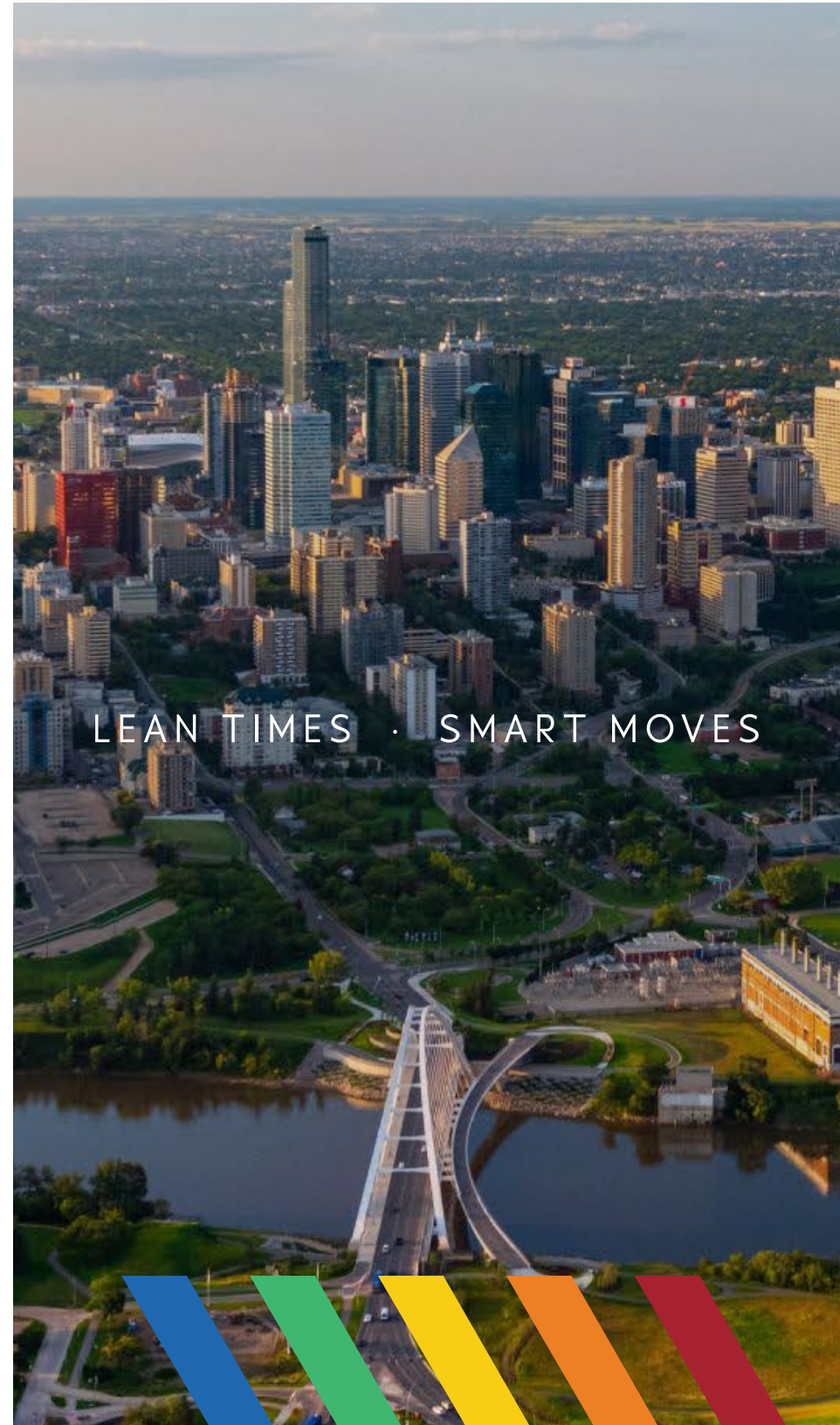
T: 905.593.0947 / 866.596.3977

E: askus@itscanada.ca W: www.itscanada.ca

 @its-sti-canada

 @itssticanada

 @ITS_STI



LEAN TIMES · SMART MOVES