

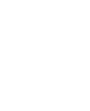
LOGISTIC INFORMATION

EXHIBITOR

GENERAL INFORMATIONS



Date : November 12, 2024



Hours :

- Welcome & networking – 7h00 à 9h
- Opening conference – 9h
- Dinner – 12 h 20
- Closing conference – 16h15
- Networking cocktail – 17h
- End – 19h
- There will be 2 additional networking periods during the day



Location :

Centre de foires de Québec ExpoCité
250, boulevard Wilfrid-Hamel, édifice F
Québec (Québec) G1L 5A7
Door "E"



Additional information:

Access to the ExpoCité site is simple, whatever your mode of transport.



Parking:

All parking lots are close to the Centre de foires.
Parking purchased on site: \$15+tx per day
Payment methods: Interac, Visa and Mastercard

Senior Project Manager:

Jessica Mimeault
jjq@actionti.com
418 262 9597

For any questions prior to the event, please write to
Jessica Mimeault at jjq@actionti.com

Responsible for the partners during the assembly on the 16th and
the day of the event:

Pascal Faucher
418 208-6183

INFORMATION FOR EXHIBITORS

INSTALLATION AND DISMANTLING SCHEDULE:

- Assembling : november 11 from 13:30 p.m. to 17 p.m.
- Dismantling : november 12 from 7 p.m. to 11 p.m.

Period of **activity** of exhibitor booths

- November 12 : 7:00 a.m. to 7 p.m.

We ask exhibitors to respect the above hours and to be present at their booth during the opening hours of the exhibitor show.

INCLUSION AND EXCLUSION:

- Space 10x10
 - 1 table, 2 chairs, 1 tablecloth, 1 x 20 amp socket
 - Rear and side curtain – Black

2 representatives per space

Identified badges (Rotation allowed between represent during the show with non-nominative badges on request)



RENTAL OF EQUIPMENT AND FURNITURE:

Réseau Action TI collaborates with ABP for the 2024 events. There is no exclusivity of service and you can collaborate with the supplier of your choice.

ABP contact : Alicia Kundun at akundun@groupeabp.com

We **STRONGLY** invite you to **PLACE** jjq@actionti.com in your reservation requests in order to allow us to accompany you, if necessary, and to be able to make you benefit from an administrative cost and group delivery.

For technical needs, please send your request to :
jjq@actionti.com

DELIVERY AND COLLECTION OF EQUIPMENT:

Precision for DELIVERIES:

Deliveries and returns of equipment must be scheduled within the hours of the event:

November 11, from 9 a.m. to 17 p.m.

November 12, from 7 a.m. to 23 p.m.

NO STORAGE will be permitted outside this period

Material deliveries must be made through the doors located at the rear of the building. The door number is 13.

For large format deliveries, the request must be made before arriving on site. Delivery docks are available, numbers 11 and 12. Please let us know the dimensions, the company and the precise delivery schedule.

OTHER INFORMATION :

Hanging from the ceiling: on request only and additional charges apply.

Confetti: forbidden

Smoke machine: forbidden

Bengal fires: prohibited

Self-adhesive vinyl and adhesive tape :

Electric Tape, Paint Tape, Camera Tape are allowed on the floor provided they are completely removed after the event.

Any other model of sticker is prohibited on all surfaces of the building. The tenant is responsible for the complete installation of the visuals and will also be responsible for removing them after the event.

Charges may apply if you do not respect the above elements or if you damage the premises.

PROMOTIONAL CONTESTS AND DISTRIBUTION:

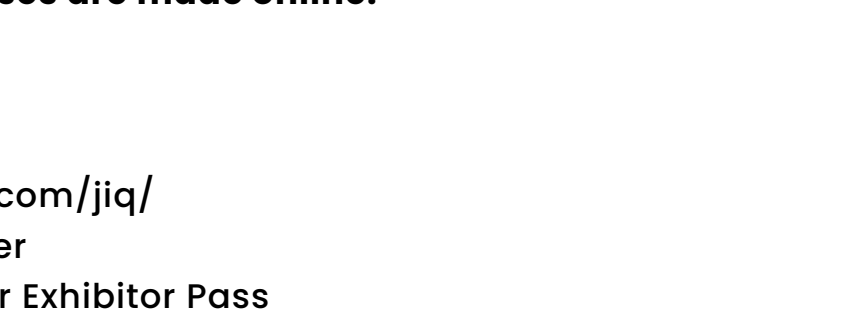
The organization accepts the distribution of promotional gifts. However, we encourage an eco-responsible object and local products.

To avoid multiple partners offering the same thing, we ask that you notify us of the products you intend to offer.

Contests will be permitted during the event. However, you will have to make sure that it is in order with the RACJ (<https://www.racj.gouv.qc.ca/la-regie/lois-et-reglements.html>).

Below the link to additional information:

- Seating plan
- Booths plan
- JIQ-Logo
- One pager
- Exhibitor guide
- Tour guide(s)
- Parking
- Registration
- Public transport
- ...



INFORMATION ABOUT YOUR REGISTRATION

All ticket purchases are made online:

Exhibitor Pass:

- www.actionti.com/jiq/
- Select: Register
- Select: Partner Exhibitor Pass
 - To register your 2 free exhibitor tickets, the code is: **EXPGR24**
 - To purchase additional exhibitor tickets at \$495, the code is: **EXP495**

It is not possible to enter 2 codes on the same order. You will need to make two orders.

Purchase of tickets at the partner rate:

- www.actionti.com/jiq/
- Select: Register
- Select: Partner rate at all times
- To register additional participants at \$495 per ticket complete the information and add the promo code **TPTTJIQ24**



IMPORTANT DATES

PROVIDER

CONSIGNES IMPORTANTES

INCLUSIONS

DELIVERY

CONCOURS ET CADEAUX