



Exhibitor Information Packet

Attached you will find the following important information about ASI Roadshow Plus show Woodbridge 06/16/20

- ◆ **Important Showcase Information** outlining the show format.
- ◆ **Exhibit Hours** are from 10:00 a.m -2:00 p.m.
- ◆ **Hotel Information** with addresses, shipping information, rates, and basic directions.
- ◆ **Exhibitor Reply Fax** or **Multi-Line Rep Reply Fax** to give us the information we need to better serve you during the week as well as indicate any special requests you may have.
- ◆ **End-Buyers** – distributor members will be allowed to escort their end-buyers into the show.

If there is any way that we can be of assistance to you before the show, please send an email to roadshow@asishow.com. You can also contact:

Mike Keller
Executive Director Supplier Marketing
(800) 546-3300 ext 3638
mkeller@asicentral.com

ASI ROADSHOW PLUS

WHERE NETWORKING AND EDUCATION INTERSECT

Important Roadshow Information

- Hotel:** The hotel has been carefully selected to provide a clean, safe, and comfortable environment. Specific Hotel Information is enclosed. Please make your own hotel reservations directly with the hotel. **Make all reservations by the deadlines listed below and be sure to mention the ASI Roadshow when booking to ensure you get the ASI Roadshow rate.**
- Hours:** Exhibit hours are from 10-2 **Set-up will begin at 5pm – 7 pm June 15th or 7:00 a.m. on June 16th. Breakdown will begin at 2:00 p.m.** As a courtesy to your fellow exhibitors, please have your exhibit ready at 9:00 a.m. **and do not begin breakdown until 2:00 p.m.**
- Format:** Each exhibitor will have an assigned space. Fire and safety regulations prohibit racks and displays in the aisles or blocking exits. **If you require additional tables, please let us know ahead of time. WE WILL MAKE EVERY EFFORT TO ACCOMMODATE SPECIAL REQUESTS.**
- Shipping:** Enclosed is information for shipping packages to hotel. To ensure that your packages arrive on time, please follow the instructions carefully. Ship all packages to arrive **no sooner than two business days** before the show. **Catalogues & consumables should be shipped to Montecassino in quantities to cover that day's exhibits.** Please include the name of the Company and the Rep on the shipping label to facilitate delivery. Also, it is recommended that you bring tracking numbers on-site with you to help locate missing items. **Since ASI is charged for storage & handling, you will be charged if boxes are received earlier than the specified delivery window. Cost is \$25 USD/package per day.**
- Electricity:** Electricity is available at all locations for a **\$20.00 USD daily charge.** Please indicate on the **Exhibitor Reply Fax or Multi-Line Rep Reply Fax** if you require electricity so your exhibit can be placed near an electrical outlet. If you do not return your Exhibitor Reply Fax or Multi-Line Rep Reply Fax indicating a need for electricity, it may not be provided.
- Invitations:** All promotional products industry distributors are invited to attend,. Invitations to distributors are mailed, faxed, & emailed and followed up with telephone reminders.
- End-Buyer Portion:** Distributor members will be allowed to bring their customers into the show. The end-buyer will be identified by wearing a unique lanyard and a generic badge that is different than distributors which will say **ESCORTED END-BUYER.**
- Attendee List:** Contact information may be used only by the exhibiting company and cannot be transferred to another person or entity. Any misuse of this information will result in a \$1,500 USD fine. Attendee list is only available to ASI supplier/MLR members.

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Hotel Information

Don't forget – Catalogues & Consumables shipped to Montecassino **should not** arrive more than **2 business days** prior to the show date.

Monday, 06/15/20 Vaughan

Hotel: Courtyard Vaughan

150 Interchange Way
Vaughan, Ontario, L4K 5P7, Canada
Phone: +1-905-660-9938

Rate: \$159.00/night

Deadline: **Book by 05/16/20**

Shipping Info: DO NOT SHIP INTO HOTEL. Ship directly to MONTECASSINO

Tuesday, 06/16/20 Woodbridge

EVENT: **Montecassino Banquet and Event Centre**

140 Jevlan Drive
Woodbridge, ON L4L 8G3
Phone: 905-856-6683

Shipping Info: Please ship to yourself and your Company Name c/o ASI Roadshow at the Hotel Address. Also, use labels on last page to identify shipment.

For more detailed directions call hotels, or go to: www.mapquest.com

Local Transportation (to/from airport):

Toronto Pearson Taxi is approximately: \$40

AGENDA

8:45 a.m. - 10:00 a.m.

Panel Discussion

10:00 a.m. - 2:00 p.m.

Tabletop Exhibits

1

Just fill out the accompanying **Exhibitor Reply Fax** or **Multi-Line Rep Reply Fax** scan and email it to:

mmerrifield@asicentral.com

Fax: 866-709-6740

Any questions, contact Michelle Merrifield at 800-326-7378



Exhibitor Reply Fax – Toronto Show (June 16)

Please return via fax (866-709-6740) or email (roadshow@asishow.com)

In order to serve you better, we request the following information by May 18.

- Company name to be listed in the show directory and on the website:
 Company Name: _____
 Phone #: _____ asi #: _____
- Please list all exhibitor personnel. Indicate cities for staff not attending the entire week.
 Name: _____ Cell #: _____
 Email: _____
 Name: _____ Cell #: _____
 Email: _____
 Name: _____ Cell #: _____
 Email: _____

Note: Cell phone and email address information is for ASI Roadshow contact purposes only.

- Do you need electricity? (There is a \$20USD Charge) Yes No

Name _____ asi/ _____
 Signature _____ Date _____

Applications returned unsigned will result in a delay in processing.

Please use the credit card that ASI Roadshow has on file.

Please contact me about using a credit card.

TOTAL: _____

____ I do not want my company to receive faxes from or on behalf of the following companies: ASI Show, Freeman, RCS, Travel Planners, and any person or entity providing goods or services related to operating a Show to the fax numbers listed in this document. I also do not consent for my company to receive faxes from or on behalf of ASI to the fax numbers listed in this document.

Multi-Line Rep Reply Form (June 16, 2020)

Please return via email (roadshow@asishow.com)

In order to serve you better, we require the following information by June 1, 2020.

1. What line names will you be showing at the ASI Roadshow Plus?

(If you have additional lines, please list on a separate sheet.)

_____	Phone #:	_____	ASI #	_____
_____	Phone #:	_____	ASI #	_____
_____	Phone #:	_____	ASI #	_____

2. Please list all exhibitor personnel. ~~Please indicate cities for staff not attending the entire week.~~

Name: _____ Cell #: _____

Email: _____

Name: _____ Cell #: _____

Email: _____

Name: _____ Cell #: _____

Email: _____

Note: Cell phone and email address information is for ASI Roadshow contact purposes only.

3. Do you need electricity? (There is a \$20USD Charge) Yes No

Name _____ asi/ _____

Signature _____ Date _____

Applications returned unsigned will result in a delay in processing.

___ Please use the credit card that ASI Roadshow has on file.

___ Please contact me about using a credit card.

TOTAL: _____

___ I do not want my company to receive faxes from or on behalf of the following companies: ASI Show, Freeman, RCS, Travel Planners, and any person or entity providing goods or services related to operating a Show to the fax numbers listed in this document. I also do not consent for my company to receive faxes from or on behalf of ASI to the fax numbers listed in this document.

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ROADSHOW PLUS

WHERE NETWORKING AND EDUCATION INTERSECT

HOLD FOR ARRIVAL ON: _____

FOR COMPANY: _____

Contact: _____

Box _____ of _____

ASI
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FOR COMPANY: _____

Contact: _____

Box _____ of _____