



# OCT 12 & 13

# UNIVERSITY OF VICTORIA BC

ANNUAL TECHNICAL CONFERENCE  
Training, Networking  
& Technology for Industry

CONFÉRENCE TECHNIQUE ANNUELLE  
Formation, réseautage  
& technologie pour l'industrie



Welcome to

## University of Victoria

40<sup>th</sup> edition

# TRADE SHOW

## Exhibitor Guide



# 2023

 **CMVA**  
**ACVM** | Canadian Machinery  
Vibration Association  
Association Canadienne  
en Vibration des Machines

# Be part of Canada's 2023 Predictive Maintenance Event of the Year!

Dear Predictive Maintenance Service,  
Technology & Training Supplier,

The forthcoming CMVA ANNUAL TECHNICAL CONFERENCE will be held in Victoria, British Columbia, on October 12 & 13, 2023, at the Student Union Building of University of Victoria. It will be preceded with a 2-day training session.

## 2023 Exhibitor Booth Policy

**The fee for booking an exhibitor booth includes the registration of one booth attendant** who may also attend:

- the Annual General Meeting
- the Exhibitor's Happy Hour Event

All extra booth attendants and/or exhibitors must register individually.

You will find in this document all relevant information for your registration, as well as the plan for the booth location. If you wish a double booth, please contact us.

The plan will be updated on our website as booths are booked. Do not wait if you want a particular booth location. **Booths are permanently assigned upon receipt of payment.**

**To pay for booth & registration**, please visit our website store in the ATC section.

**To indicate your booth location preference**, or if you have any question, please contact :

**Ken Keith**  
416 622-1170  
director@cmva.com

**Anne-Marie Samson**  
438 821-5912  
acvm@cmva.com

## Registration fees

	CMVA MEMBERS		NON MEMBERS	
	Until August 21	After August 21	Until August 21	After August 21
Booth including 1 attendant	\$ 1210	\$ 1520	\$ 1520	\$ 1895
Supplementary booth attendant	\$ 310	\$ 390	\$ 310	\$ 390
Guest one-day Trade Show pass *	\$ 250	\$ 310	\$ 250	\$ 310
Networking event at Swans Pub	TBD	TBD	TBD	TBD
Presenter	\$ 280	\$ 280	\$ 280	\$ 280
Participant - Standard fee	\$ 655	\$ 825	\$ 825	\$ 1030
Participant - Retired CMVA Member	\$ 140	\$ 180	—	—
Participant - Student	\$ 140	\$ 180	\$ 140	\$ 180

**\* One-day trade show pass for Trade Show Exhibitors guests** : includes breakfast, coffee breaks and lunch at Trade Show Hall. Must be paid prior to event by the exhibitor. Pass holder must be identified with CMVA prior to event. Not interchangeable with another person on site. This pass does not give access to presentations.



**Book & register on [www.cmva.com](http://www.cmva.com)**

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You work hard to present your products and services in the best possible way, over the 2-day duration of the event. You collect valuable contact information from event participants in order to pursue your business relationships.

## Exhibitors' Happy Hour

**THURSDAY OCTOBER 12, 5 TO 7 PM**  
**Trade Show Hall**

Refreshments and appetizers will be served. On this occasion, there will be animation and possibility for participants to win a participation prize. Entrance to the Happy Hour is free for all participants registered for the event. Only registered participants can attend.

### Be the unique sponsor of the Trade Show prize draw: value of \$500\*

Drawn among participants who agreed at registration to allow CMVA to disclose their coordinates to the Trade Show exhibitors.

**\* See the great sponsoring offering on last page for all options.**

### CMVA prize draw: value of \$250

From the event revenues, the CMVA will use this amount to draw this prize among all registered participants of the 2023 ATC.

#### **Theses prizes, transferable to a colleague or client, will be applicable for:**

- \*\* training by our approved trainers \*\*
- \*\* mentoring among our Trade Show registered exhibitors \*\*
- \*\* any item in the CMVA Store : exam, proctoring, individual or corporate membership, etc. \*\*



Any discussion can be a business opportunity, but more importantly, you often discuss specific problems to which you offer solutions .

After the on-campus Happy Hour, a networking event will be held at Swans Pub which is a 10-minute walk from our recommended hotel. Participants will enjoy a festive evening in a relaxed atmosphere, while getting a taste of the Victoria waterside nightlife and craft beer knowhow.

**Opportunities  
to create or  
strengthen  
contacts with  
a targeted  
clientele.**



# Good to know to prepare your show

## BOOTH INSTALLATION

Wednesday October 11, from 9 AM to 6 PM

## TRADE SHOW SCHEDULE

Thursday October 12, from 7:30 AM to 7 PM

Friday October 13, from 7:30 AM to 4 PM

## BOOTH TEAR DOWN

Friday October 13, from 4 to 6 PM

## EVENT SITE

University of Victoria  
Student Union Building, UVic  
Michele Pujol Room (A121)  
3800 Finnerty Rd (Ring Road)  
Victoria BC V8P 5C27

[www.uvss.ca/thesub/](http://www.uvss.ca/thesub/)

## ACCOMMODATION

Inn at Laurel Point  
680 Montreal Street, Victoria, BC V8V 1Z8 Canada  
[www.laurelpoint.com](http://www.laurelpoint.com)

## Book your room by phone :

1-800-663-7667 and quote **CMVA**

## Book your room online :

<https://bit.ly/book-hotel-Victoria>

## BREAKFAST, COFFEE BREAKS AND LUNCHES – THURSDAY & FRIDAY

Breakfasts, coffee breaks and dinners are included for exhibitors and booth attendants who are registered for the event and will be served at the Trade Show Hall.

## INCLUDED WITH ONE BOOTH REGISTRATION

- 10 feet wide x 8 feet deep booth space in a secure room
- Rod & drape dividers
- 1 skirted table of 6 x 2 feet with 2 chairs
- 110V Electrical supply; WiFi connection
- Registration fee for one (1) booth attendant. Each additional booth attendant must be registered individually.

## NOT INCLUDED WITH BOOTH REGISTRATION

- Electrical cords, lighting system, carpet, wastepaper basket, etc.

We recommend a local supplier to respond to your specific needs, at your own charge:

### Global Convention Services

671 Wilson Street, Victoria, BC V9A 3H3  
250 385-3541 | [Victoria@globalconvention.ca](mailto:Victoria@globalconvention.ca)  
[www.globalconvention.ca/](http://www.globalconvention.ca/)



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# Get ready to pack up

## PACKAGE HANDLING OUTLINE

The University of Victoria is pleased to accept and store all shipments required for scheduled events according to the policies listed below. To ship your material to the University in advance of the conference, please follow these guidelines:

**Each box must be labeled as follows:**

Michele Pujol Room (A121)  
Student Union Building, UVic  
3800 Finnerty Rd (Ring Road)  
Victoria BC V8P 5C27

C/O: Anne-Marie Samson, CMVA Coordinator  
438 821-5912

Box \_\_\_\_ of \_\_\_\_ (Multiple boxes must be numbered)

Name of exhibitor : \_\_\_\_\_

**Packages will be received  
ONLY ON OCTOBER 10  
From 8:00 am to 5:00 pm**

**The University will not accept deliveries on any other day,  
as they have nowhere to store them.**

- Exhibitors **MUST** notify the CMVA Coordinator of any shipments to the University a minimum of 5 days prior to the event. **Please send a copy of the waybill to [acvm@cmva.com](mailto:acvm@cmva.com) when available**, so we can follow the shipments if they are late.



## After the event

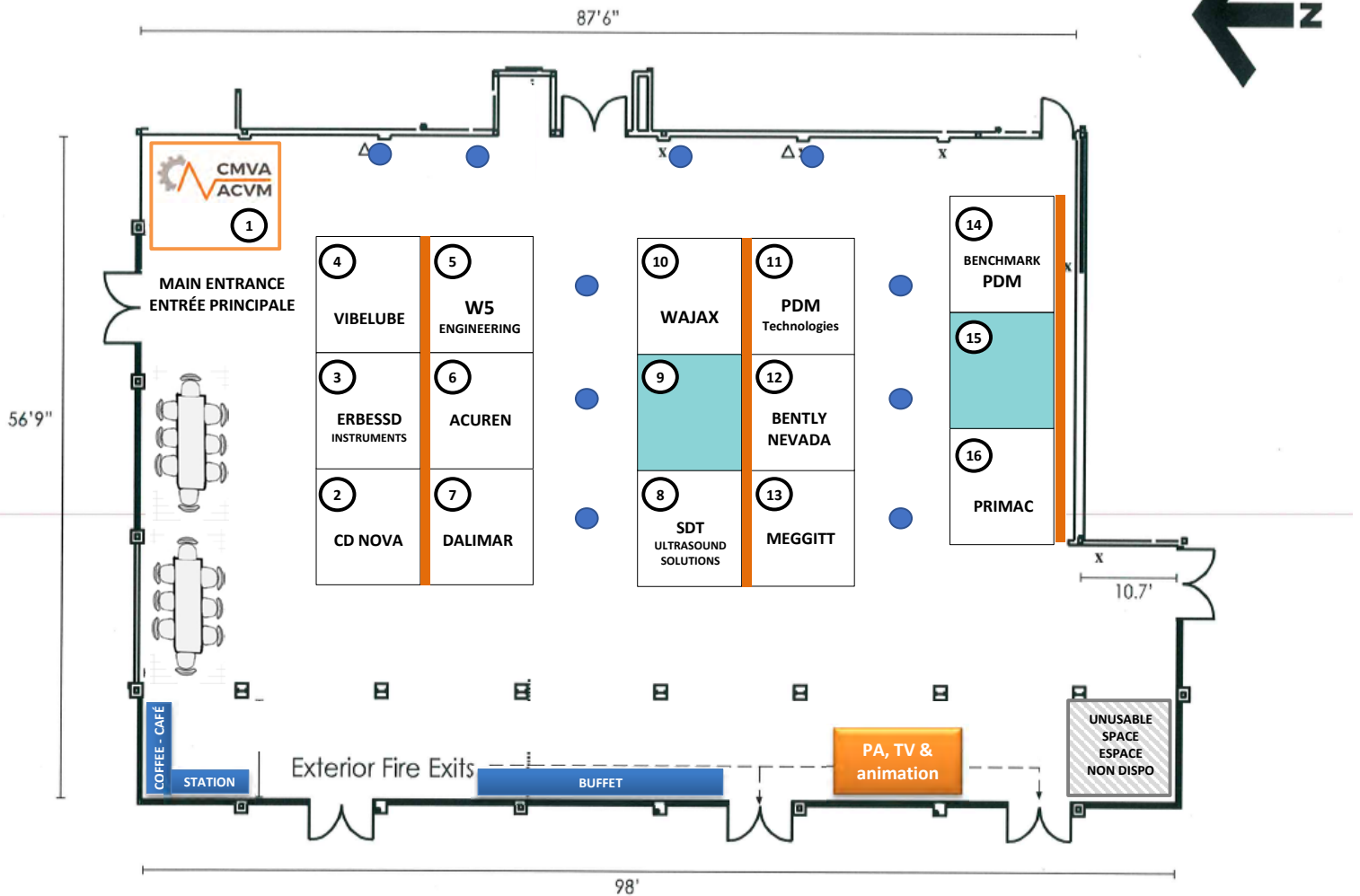
- Any boxes to be shipped out of the University must be properly packaged and labeled with shipping address and phone number, return address and phone number. **Any materials left behind will be discarded 3 business days after October 16.**
- The University and CMVA are not responsible for packing or for supplying any packing materials, or for any lost material/package.
- You must schedule the pick-up yourself ahead of time**, from your choice of shipper, preferably to be picked up on Friday Oct. 13 from the Michele Pujol Room (same address as delivery) between 4 - 6 pm.
- If pickup cannot be arranged for Friday Oct. 13** from the Michele Pujol room between 4pm- 6pm, you must bring your package to B203 in the SUB and it must be arranged for Monday Oct. 16 pickup from:

**B203  
Student Union Building, UVic  
3800 Finnerty Rd (Ring Road)  
Victoria BC V8P 5C27  
C/O: Erika MacTavish | 250-721-6243**



# Tradeshow booth plan

**Booth size: 8 feet deep & 10 feet wide**



The plan will be updated on our website as booths are booked. Do not wait if you want a particular booth location. **Booths are permanently assigned upon receipt of payment.**

If you wish a double booth, please contact us.

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**To indicate your booth location preference,** or if you have any question, contact us without delay :



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# Venue floor plan





# Get noticed! Support CMVA!

## CMVA 2023 ATC Sponsorship Program

CONTRIBUTE	AVAILABLE SPOTS	CHOOSE YOUR MOMENT	Logo on CMVA website	Logo on wide-screen on site	Logo at buffet table	Logo on all tables	Logo on napkins	Special promotion & site signage	Site signage & conference schedule <sup>(1)</sup>	Main Presenter banner <sup>(1)</sup>
400,00 \$	1	Thursday Breakfast	✓	✓	✓	✓	✓			
400,00 \$	1	Friday Breakfast	✓	✓	✓	✓	✓			
400,00 \$	1	Thursday lunch	✓	✓	✓	✓	✓			
400,00 \$	1	Friday lunch	✓	✓	✓	✓	✓			
500,00 \$	1	Thursday 2 coffee breaks	✓	✓	✓	✓	✓			
500,00 \$	1	Friday 2 coffee breaks	✓	✓	✓	✓	✓			
500,00 \$	1	Happy Hour Prize Draw <sup>(2)</sup>	✓	✓				✓		
750,00 \$	1	Exhibitors' Happy Hour	✓	✓	✓	✓	✓	✓		
1 500,00 \$	1	Event Main Presenter	✓	✓					✓	✓

(1) Main Presenter banner at entrance of event venue. Your logo linked to the event logo on site signage, conference schedule, email and social media promotion, CMVA website, with the mention «Event presented by». (2) Total value of 500\$ - no more than 3 items.

You have another sponsorship idea you wish to share? Contact us!

Ken Keith | 416 622-1170 | [director@cmva.com](mailto:director@cmva.com)

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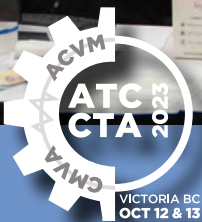


## Book your booth & register

Login and go to the CMVA STORE on [www.cmva.com](http://www.cmva.com)

## Any questions

Contact Ken Keith  
416-622-1170  
[director@cmva.com](mailto:director@cmva.com)



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