



Niagara-on-the-Lake

TRADE SHOW REQUIREMENT FORM

Conference Name: Uniglobe Travel Canada Annual Conference

Trade Show Date: Saturday October 31, 2026

Vendor Name: _____ Number of Exhibitors attending booth _____

Vendor Address: _____

Phone Number: _____ Email: _____

PAYMENT

Credit Card Number: _____ Exp Date: _____

Name on Card: _____

Bill to Guestroom? Yes or No (Credit Card MUST be provided to guarantee order)

****Each booth is preset with One Skirted Table and One Chair at no charge****

****ALL PRICES ARE PER DAY** Billing information must be provided with your registration form to confirm requirements at least 2 weeks prior to event.**

An electronic receipt will be sent to you via email after the event

Equipment	Pre-ordered Price	On-site Price	Qty	X # Days	Sub Total	Service 18%	HST 13%	Total
Additional 6" Table	\$25.00	\$30.00						
Additional Chair	\$5.00	\$10.00						
Ballot Prize Bowl	\$5.00	\$10.00						
Forklift Assistance	\$125.00	\$175.00						
Electrical								
Cabling for Wired Internet Access	\$150.00	\$300.00						
1-15-amp circuit (standard plug to be back of your booth)	\$85.00	\$105.00						
Power Bar	\$15.00	\$20.00						
Extension Cord	\$15.00	\$20.00						
208/220 electrical (stove)	\$200.00	\$250.00						
46" TV Monitor	\$495.00	\$525.00						
Drayage – (more than 24hrs out)								
Grand Total	---	---	---	---				

Requirements' subject to 18% Service Charges + \$97.25Hr Labour Charge + HST

Questions or need more? Please contact Matt Lyon, Conference Planner

Phone: 905-704-5639 Fax: 905-704-5620

Email: mlyon@whiteoaksresort.com

*Privacy Policy: Your privacy is important to us. We do not share your personal information with third parties without your consent or authorization. Your information is used only as required to administer customer agreements and financial arrangements in order to provide the ongoing customer service you have requested and deserve.

RUSH DO NOT DELAY

Must Deliver By: _____

SHIP TO:

White Oaks Conference Resort

Attention: Matt Lyon

Conference Planner

253 Taylor Road, SS4

Niagara-on-the-Lake, ON L0S 1J0

Canada

Conference Name: _____

Booth #: _____

Exhibiting Company Name: _____

Name of Sender: _____

Contact number for Sender: _____

Piece No. _____ of _____

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