

Dear Exhibitor,

The PGA of Alberta would like to invite you to attend the **2018 PGA of Alberta BUYING SHOW on October 15<sup>th</sup> – 18<sup>th</sup>** at the **Edmonton Expo Centre, Hall E**. This year, the registration process can be completed **online** by visiting the Buying Show section of the new PGA of Alberta [website](#). This webpage also details the Show Itinerary, Booth Services, Hotels and Show Terms and Conditions.

#### CONTINUING FOR 2018

- *This year, PGA of Canada members may schedule appointments in the hour before the set hours (8:00am – 9:00am) on Wednesday, October 17<sup>th</sup> and Thursday, October 18<sup>th</sup> and the hour after (5:00pm-6:00pm) on Tuesday, October 16<sup>th</sup>.*
- *NGCOA and Green Grass attendees are welcome to attend all day and make appointments both Wednesday, October 17<sup>th</sup> and Thursday, October 18<sup>th</sup>.*
- *Exhibitors that are **entirely new** to the PGA of Alberta Buying Show have the opportunity to rent a booth at a reduced size and rate. This space will be shared with other first time Buying Show exhibitors. If you are interested in this opportunity, please contact Britney Andersen at the PGA of Alberta Office.*
- **Save the Date:** *The PGA of Alberta Awards Evening will be Wednesday October 17<sup>th</sup>. The evening will begin with cocktails at 5:00pm and will be followed by the Awards Banquet at 5:30pm. All Exhibitors are encouraged to attend.*

**REGISTER AND PAY BY JULY 16<sup>th</sup>, 2018 TO LOWER YOUR BOOTH RATE.**

In order to **register**, please note and the follow the steps below.

1. **Create a PGA of Alberta Exhibitor Profile**, click [here](#). Only one profile per exhibitor booth.
2. Visit the PGA of Alberta Buying Show section and click [Buying Show Registration](#). Complete the Industry Guide Form. The details in this form will be used to build the Association's Annual Industry Guide that is given out to all Exhibitors, Sponsors and PGA of Alberta Members.
3. Once the form is completed, you will be able to click ['Register Now'](#) and follow the prompts to complete the registration process.
4. **The REGISTRATION DEADLINE is August 31<sup>st</sup>, 2018.** *Payment must be submitted with your registration form in order to secure booth space.* Any companies that register after August 31<sup>st</sup>, 2018 will incur a \$500.00 surcharge if they wish to be included in publications and floor plans.
5. Please pay Exhibitor fee by sending a cheque to the PGA of Alberta Office. Cheques are to be made payable to the PGA of Alberta

Yours truly,



Shawn Lavoie

PGA of Alberta Buying Show Chair

**PGA of Alberta Buying Show Schedule - Hall E October 15<sup>th</sup> – 18<sup>th</sup>, 2018**

Monday, October 15 <sup>th</sup> .....	SET UP .....	8:00AM – 11:59PM
Tuesday, October 16 <sup>th</sup> .....	PGA of Canada Viewing .....	9:00AM – 5:00PM
Wednesday, October 17 <sup>th</sup> .....	Open Booking .....	9:00AM – 5:00PM
Thursday, October 18 <sup>th</sup> .....	Open Booking.....	9:00AM – 5:00PM

**\*\* Please note:** PGA of Canada members may schedule appointments in the hour before the set hours (8:00am – 9:00am) on Wednesday and Thursday and the hour after (5:00pm-6:00pm) on Tuesday.\*

**2018 BUYING SHOW RATES \* REGISTER AND PAY BY JULY 16<sup>th</sup> TO LOWER YOUR RATE**

Sq. Ft.	BEFORE JULY 16	AFTER JULY 16
100	\$2,343	\$2,460
200	\$3,044	\$3,196
300	\$4,338	\$4,555
400	\$5,502	\$5,777
500	\$6,534	\$6,860
600	\$7,441	\$7,813
700	\$8,251	\$8,664
800	\$8,947	\$9,395
900	\$9,579	\$10,058
1000+	\$10.39/Sq. Ft	\$10.91/Sq. Ft

*Each 10'X10' booth will include a 6' table and 2 chairs. Rates also include wireless internet access, carpet, 8' back drape, 8' side drape, and parking. Please let the office know should you wish a 3' side drape instead of a full drape.*

FIRST TIME EXHIBITOR RATES		
Sq. Ft.	BEFORE July 16	AFTER July 16
50	\$1,175.00	\$1,275.00

- This is a shared area of the Buying Show floorplan that allows first time exhibitors to attend the Show at a reduced space and rate.
- The booth space will be 5'X10'.
- This option is limited to one 50 sq. ft. booth per Company.
- Please call the PGA of Alberta Office to book this space.

***All rates include wireless internet access, carpet, 4' table, 2 chairs, and parking.***

If you have any other questions pertaining to the registration process or would like to request a booth location, please contact Britney Andersen at the PGA of Alberta office. Toll free (888) 866-6140 or by email to [britney.andersen@pgaofalberta.com](mailto:britney.andersen@pgaofalberta.com).