



**EECOM 2019 CONFERENCE**  
**ACTION ON CLIMATE CHANGE**  
**THROUGH EDUCATION**  
**L'ÉDUCATION POUR AGIR CONTRE LES**  
**CHANGEMENTS CLIMATIQUES**

**May 10-12, 2019**

**INFORMATION FOR EXHIBITORS**



#eecom2019



**Dear EECOM 2019 Exhibitor,**

Here is some practical information prior to your participation in the EECOM 2019 “Action on Climate Change Through Education” Conference, happening May 10-12 at the University of Saskatchewan on Treaty 6 Territory in Saskatoon, Saskatchewan.

**Exhibit Fair Venue**

Upper Place Riel  
University of Saskatchewan  
1 Campus Dr.  
Saskatoon, SK  
S7N 5A3

**Exhibition Set Up**

Friday, May 10: 7:00-8:00 am  
Saturday, May 10: 7:00-8:00 am

**\*\*Please note:** The exhibit fair venue cannot be locked, however, we have booked Room 220 in Place Riel for storing materials overnight. Exhibit booths may be left up overnight at your own risk. Should anything happen, the conference organizers and the University of Saskatchewan cannot be held responsible.

**Exhibition Hours**

As part of the conference’s opening activities, we will have a **time devoted just to the Exhibit Fair, which will be Saturday, May 11 from 9:15 - 10:15am**. You must have a representative present at your booth during this time.

Exhibit Fair hours are:

Friday, May 10: 8:00 am - 1:30 pm  
Saturday, May 11: 8:00 am - 6:00 pm (with 9:15-10:15 am being the Exhibit Fair’s Official Opening)

**Exhibition Dismantling**

Saturday, May 11 Following 6:00 pm OR  
Sunday, May 12 Beginning at 8:00 am

*Please do not dismantle your booth prior to Saturday, May 11 at 6 pm. You are also welcome to keep your exhibit booth open until 1:30 pm following the conference’s official closing on Sunday, May 12.*

*You are responsible for making sure that your booth is empty when leaving. Containers will be available onsite. Please note: Any items remaining after breakdown will be removed and disposed of, the charge per exhibitor will be \$50 CAD. Neither the organisers nor the venue will be held responsible for any loss.*

## Your Booth

Your exhibit package includes:

### Primary Booths

- 1 6' table
- 2 chairs
- Power supply (please bring your own extension cords) - please see the exhibit fair map for location of plug ins
- Listed as an exhibitor on the conference website
- Listed as an exhibitor in the conference program

### Secondary Booths

- 1 shared 6' table with another organization
- 1 chair per organization
- Listed as an exhibitor on the conference website
- Listed as an exhibitor in the conference program

## Internet

Complimentary wireless internet will be available within the conference venue.

## Parking

A campus map can be found here: [https://www.usask.ca/maps/map-nav/campus\\_maps/uofsm4c.pdf](https://www.usask.ca/maps/map-nav/campus_maps/uofsm4c.pdf)

Here is a map of where the conference activities will be taking place: <https://ecom.org/wp-content/uploads/2019/04/UofS-Map-Close-Up-Editable-1.jpg>. Recommended parking lots are circled in light turquoise.

Information on parking at UofS is available here: <https://www.usask.ca/parking/public/pay-lots.php>

As an exhibitor, it is ok to park in the **loading zone** in front of Place Riel to unload and pack up goods in your vehicle. Please note there is a 10 minute time limit.

The closest parking lot is in Lot 1, which is located right beside Place Riel (see beside for rates as of March 2019, which are subject to change); however, it is typically one of the more expensive lots on campus. On Saturday and Sunday, it will be possible to park in the staff parking lots. Kindly note that we cannot guarantee available parking lots.

<b>HOURS OF OPERATION</b> 24 HOURS X 7 DAYS
 <b>Day: 0600-1800</b> 75¢ per 15 minutes or portion thereof
<b>NO DAILY MAXIMUM</b>
 <b>Night: 1800-0600</b> Mon.-Fri.: 75¢ per 1/2 Hour or portion thereof NIGHTLY MAXIMUM: \$5.00 (per exit)
<b>WEEKEND &amp; STATUTORY HOLIDAYS</b> <b>\$5.00 per exit/ daily</b> (Fri. 1800 hrs - Mon. 0600 hrs)
<i>Methods of Payment include:</i>
● Prepaid cards
● Denominations of \$20.00 or less
   
<b>VEHICLES MUST EXIT DAILY PRIOR TO 0600 HOURS</b>

## **Deliveries**

Goods can be delivered to the University Services Building.

### Address:

University Services Building  
110 Maintenance Road,  
Saskatoon, SK  
S7N 5C5

Please mark your goods with the name and phone number of the person responsible for your goods and label them for the EECOM 2019 Conference Trade Show. Goods will be delivered to Upper Place Riel, Room 220 prior to the exhibit opening.

## **Registration**

Paying the exhibitor rate does not provide admission to the conference unless you are an Osprey or Golden Eagle level sponsor. Meals and snacks for the full 2.5 days cost \$100/person, please contact [conference2019@ecom.org](mailto:conference2019@ecom.org) to arrange.

Alternately, you may [register for the conference](#). The conference registration fee includes all program fees, morning and afternoon refreshments, lunches, admission to both conference receptions, as well as annual memberships for EECOM and SaskOutdoors.

## **Program**

You can find up to date information about the [conference schedule](#) on the [conference website](#).

We look forward to welcoming you to Saskatoon in May!

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