



Spring 2023

## EXHIBITOR INFORMATION PACKAGE

- The 2023 AORS Municipal Public Works Trade Show is being hosted by the Middlesex County Public Works Association, on Wednesday June 7 and Thursday June 8, 2023. Setup is on Tuesday, June 6.
- The show is being held at the Gemini Sportsplex, 667 Adair Blvd., Strathroy, ON, N7G 3H8. Click [here](#) for booth layouts and exhibitor lists, and other important info.
- For equipment or materials to be delivered directly to the venue, please ship them to the attention of Darren Dowding at the Gemini Sportsplex, 667 Adair Blvd., Strathroy, ON, N7G 3H8, telephone 519-317-3294. If no answer, call Ryan at 519-520-2026. Please mark shipments with AORS Trade Show, your company name and booth number, and a contact phone number. Deliveries will only be accepted starting Monday June 5, between 8 a.m. and 4 p.m.
- **Electricity** is supplied for indoor draped booths, but not in the open indoor or outdoor equipment areas. Suitable for nominal loads only. Please bring a 25 ft. extension cord and power bar equipped with a circuit breaker.
- **Generators** are only permitted in certain outdoor booths. Please inform AORS at [admin@aors.on.ca](mailto:admin@aors.on.ca) if you wish to run a generator.
- Indoor exhibits of **vehicles, equipment or tools** with combustion engines or any fuel or rechargeable batteries must comply with local Fire Regulations. Refer to the [General Show Information](#) for additional information.
- **Tables/Chairs etc.** – Indoor booths are unfurnished, and floors are bare concrete. If you require carpet, table and chairs, AORS is offering a Promotional Package on booth furnishings as outlined in this [PROMO order form](#). **This promo expires on May 15, 2023.** For any variations or additional items, or orders placed after May 15th, please place your order directly with RVS Exhibitional Draperies using the [RVS order form](#). (Be sure to download and save the completed forms before returning them, and bring a copy with you.)
- **Internet** – WiFi may be available in certain areas of the building, but signal strength or speed cannot be guaranteed at any location. There is no provision for WiFi for the outdoor booths.
- **Tents** – For outdoor exhibitors, tent rentals are available from:
  - A&B - [info@abeventrental.com](mailto:info@abeventrental.com)
  - Raymond Brother - [rentals@raymondbrothers.ca](mailto:rentals@raymondbrothers.ca)
  - Redemption - [redemptiontentevents@gmail.com](mailto:redemptiontentevents@gmail.com)
  - SouthWest Tent & Events – [events@swevents.ca](mailto:events@swevents.ca)
  - Please note all outdoor booths are on asphalt. No stakes allowed.
- **Power Washing** – Power washing services will be available but must be arranged in advance.
  - Power washing will be available onsite, Tuesday June 6, once equipment is in position.
  - Contact Paul Smith, A&A Powerwashing, (519)-281-9169 to make arrangements no later than Mon Jun 5.
- **Registration** – Exhibitor Staff must [pre-register](#) to receive full registration package and name tags.

➤ **Accommodations** – There is a new Holiday Inn opening soon in Strathroy, however they are already fully booked for June 6 and 7. There are many hotels located in the south end of London in the Wellington – Exeter Road area (approx. 25 minute drive), including hotels operated by [IHG](#), [Marriott](#), [Hilton](#), and [Choice Hotels](#). If you choose one of the Choice branded hotels, use this [link](#) with Preferred Rate ID 00239950 to secure discounted rates.

➤ **Parking** – Onsite parking is severely limited. During show days, vendor parking will be available, first come first served, around the corner at the Providence United Reform Church, 447 Second St, Strathroy ([map](#)). Regular shuttle service will be provided. Delegate parking (and vendor overflow parking) will be provided at 9089 Hickory Rd, immediately north of the Hickory Rd exit from Hwy 402 ([map](#)), again with regular shuttle service. Parking will not be allowed inside the outdoor exhibit area during show days, so be sure to leave all display materials onsite.

➤ **Meals** – Food will be available for purchase on the grounds – both inside and outside the building. Arrangements are being made for vendors to pre-order lunches. Watch for info in your exhibitor package at registration.

➤ **Sponsorships** – A limited number of sponsorship opportunities are still available. This would be a great way to increase your exposure at the tradeshow and build brand awareness. View this [info sheet](#) for more info.

➤ **Customs Information:** – If you will be bringing or shipping equipment or displays from the United States, contact the office for customs documentation.

➤ **Schedule of Events:**

#### **Tuesday, June 6, 2023: Set-up, Golf Tournament**

1. **General Booth Set-up time** is Tuesday, June 6<sup>th</sup> from 8:00 a.m. to 4:00 p.m.
  - Have your booth number(s) with you so you can be directed to the correct location for dropoff / setup.
  - A forklift truck and dollies will be available. Please advise [Walter](#) if you will need special assistance.
2. **Ross McKenzie Memorial Golf Tournament**, for Exhibitors and Municipal Staff.
  - To be held at the Caradoc Sands Golf Club, Tuesday, June 6<sup>th</sup>. Registration at Noon, Shotgun start at 1 PM.
  - More info and registration form can be found [here](#).

#### **Wednesday, June 7, 2023: Show hours, Opening Ceremonies, Suppliers Appreciation Networking Event**

1. **Trade Show** open from 8:00 a.m. to 3:00 p.m.
2. **Opening Ceremonies** at 11:00 a.m., outside main entrance or in lobby, depending on weather.
3. AORS and the Middlesex County Public Works Association cordially invite all exhibitors to attend the **Suppliers Appreciation Networking Event** in the lobby of the Gemini Sportsplex, immediately following show hours, for light snacks and beverages. All exhibitors will be provided with 2 complimentary drink tickets, additional tickets will be available to purchase. Feel free to invite your customers to join you.

#### **Thursday, June 8, 2023: Show hours, Teardown**

1. **Trade Show** open from 8:00 a.m. to 3:00 p.m.
2. **Teardown time** is 3:00 p.m. to 8:00 p.m. Please note: Teardown is **NOT allowed** before 3:00 p.m.

**Check the AORS website for other information as it becomes available.**