

Information for Exhibitors

Key Dates and Times:

- Shipments cannot be received at the hotel before Wednesday October 11, 2017.
- Setup Wednesday 2:00 p.m. to 7:00 p.m. and if needed Thursday 8:30 a.m. to 10:00 a.m.
- **Exhibition Wednesday: 7:00 p.m. to 8:30 p.m.** during the opening reception.
- **Exhibition Thursday: 10:00 a.m. to 4:00 p.m.** Refreshments and breaks will be in the same room
- Take-down Thursday 4:00 p.m. to 6:00 p.m.
- Shipments must be picked up no later than Friday October 13, 2017.

Table description:

6 foot long rectangular;
professionally draped by the venue; and
provided with an electrical outlet (you may want an extension cord).

Location and Shipments:

- Location: Delta Hotel and Conference Centre
50 Stone Road West
Guelph, Ontario Canada
- Any shipments must be clearly labelled:
Attention: Kimberly Ritzer
Function: Acoustics Week In Canada 2017
Date: October 11-13, 2017
Meeting room: Ken Danby
Delta Hotel and Conference Centre
50 Stone Road West
Guelph, Ontario Canada
- There is no on-site receiving dock and no power lift equipment available to us at the hotel.
- Large or heavy items must be delivered using a power tailgate.

Any exceptions to this must be arranged with the Bernard Feder or Peter VanDelden in advance.

Exhibition and sponsorship contact:

Bernard Feder: bfeder@hgcengineering.com

