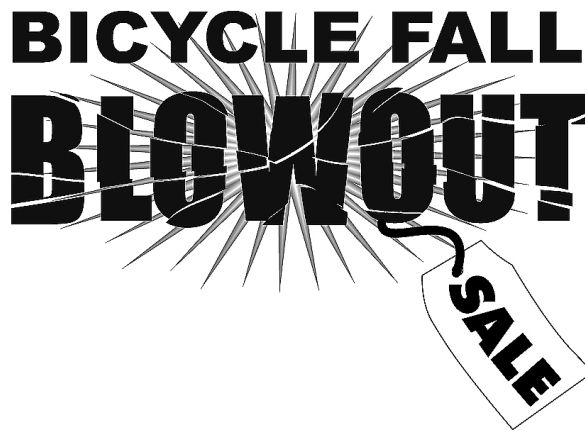


# BICYCLE FALL BLOWOUT



Dear Exhibitor:

August 23, 2019

Thank you for your decision to exhibit in the 20th annual Bicycle Fall Blowout Sale being held on Saturday, October 5, 2019 at the East Annex, Hall F, Door 33, Enercare Centre, Exhibition Place, Toronto, Ontario. Please see attached the latest floorplan indicating your location in the show.

**MOVE IN - Please note move-in times and regulations for 2019.** We have arranged **early move in for Friday**, October 4, 2019 from Noon to 6:00 p.m. There will be no drive-in allowed on Saturday morning, if you move-in Friday. If you wish, you may still move-in on Saturday from 6:00 a.m. to 9:00 a.m. However, there will be absolutely no driving in the building after 8:00 a.m. on Saturday. You may drive in and unload, except for oversize vehicles, only until 8 a.m. After 8 a.m. you may unload at the Load-in Door and carry your product to your booth. There will be **NO PARKING PERMITTED IN THE ADJOINING BUILDING.**

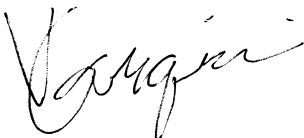
**Exhibitors wishing to move in on Friday,** please contact Vanessa Graziosi by e-mail at [vanessa@telsec.net](mailto:vanessa@telsec.net) to arrange for a time of arrival. To be clear, exhibitors moving in on Friday may carry their product in the building Saturday morning but you will not be permitted to drive any vehicle in the building Saturday during move-in.

**EXHIBITOR KIT ORDER FORMS** -The order forms for Electrical Power, Lighting, Telecommunications, Internet and Computer services are located on our website at [www.bicycleshowsortonto.com](http://www.bicycleshowsortonto.com) and click on Exhibitor Info. Please note, Telecommunication, Internet and Computer services are provided by Enercare Centre Exhibitor Services and the Electrical Power and Lighting are provided by ShowTech, their contact information is on the forms. You may contact them directly with any questions. **Note: Friday, September 20<sup>th</sup> is the early discount deadline day.**

**TABLES & CHAIRS** - must be ordered by Tuesday, October 1, 2019. Please contact [vanessa@telsec.net](mailto:vanessa@telsec.net) to confirm your requirements. Note: 1-2 Booths **includes 1 table and 2 chairs**, 3-4 Booths **includes 2 tables and 4 chairs**, 5 booths or more **includes a maximum of 3 tables and 6 chairs**. You are required to order the tables and chairs in advance. **We will not have any additional tables and chairs available at the show.**

Once again, thank you for your participation in the show. If you have any questions, please do not hesitate to call me at 416-363-1292.

Sincerely Yours,



Vanessa Graziosi  
Show Manager – 416-363-1292  
[vanessa@telsec.net](mailto:vanessa@telsec.net)

# BICYCLE FALL BLOWOUT



SALE

August 23, 2019

**TO: Exhibitors**

**RE: Aisle Infringement**

All exhibitors are required to stay within the confines of their booth space. If any exhibitor fails to follow these guidelines, show management will charge the exhibitor for any additional space that the exhibitor has arbitrarily designated as their own.

The aisle infringement is a problem for the following reasons:

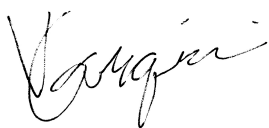
- Complaints from the Fire Marshal and the Enercare Centre
- The show's Insurance Company has warned that claims would be rejected due to this problem
- Complaints from exhibitors regarding other exhibitors infringing on the aisles
- Constant battle between exhibitors that infringe on the aisles and show management
- Aisle infringement creates over crowding for the consumers attending the show.

We have attempted for many years to control the infringement of the aisles by speaking to exhibitors with very little success. All of the above is very negative and spoils a very positive show and we have been left with no other alternative but implement the following procedure:

**Procedure** - Show staff will check for aisle infringement and exhibitors that are infringing on the aisles will receive a warning notice, which will provide the exhibitor an opportunity to correct the problem. If this problem is not corrected, we will provide you with an invoice for the additional space utilized.

Once again, thank you for your continued support and participation in the Bicycle Fall Blowout Sale. We appreciate your co-operation and understanding in this matter.

Yours truly,



Vanessa Graziosi,  
Show Manager – 416-363-1292