

Order Forms

KW Home & Garden Show

Sponsored by



March 22 - 24, 2024

Kitchener Memorial Auditorium Complex
400 East Avenue (at Borden),
Kitchener, Ontario N2H 1Z6

Show Dates and Hours

Friday, March 22nd	12:00 noon - 7:00 p.m.
Saturday, March 23rd	10:00 a.m. - 7:00 p.m.
Sunday, March 24th	10:00 a.m. - 5:00 p.m.

Show Management

Ann Evoy, Show Manager,
(519) 632-5222 Fax: (519) 632-5251
Email: info@kwhgs.ca

www.kwhgs.ca

SHOW BADGES

All badges & passes are to be picked up during your move-in day registration at the Show Office.

Company name: _____ Booth #: _____

Contact Person: _____ Phone: _____

Please print your staff's names below and then **fax this order form back to (519) 632-5251** or email it to: info@kwhgs.ca

1.
2.
3.
4.
5.

DO NOT complete the following unless your have a booth over 100 square feet:
**** PLEASE NOTE: Five additional badges for each extra 100 square foot booth.**

Two Booths:

Three Booths

1.	1.
2.	2.
3.	3.
4.	4.
5.	5.

Four Booths:

Five Booths:

1.	1.
2.	2.
3.	3.
4.	4.
5.	5.

Continued on next page.

Six Booths:

Seven Booths:

1.	1.
2.	2.
3.	3.
4.	4.
5.	5.

Eight Booths:

Nine booths

1.	1.
2.	2.
3.	3.
4.	4.
5.	5.

If you wish to purchase any additional badges or passes, please complete the order form "Additional Badges/Passes" on the next page.

ADDITIONAL BADGES & PASSES

This form must be completed and returned no later than March 1st, 2024.

Each 100 sq.ft. booth will automatically receive 5 Full Show Exhibitor Badges and 5 Complimentary Guest Passes. Any additional passes can be ordered below (see bottom of page for payment information).

Company name: _____ Booth #: _____
 Contact: _____ Phone: _____
 Address: _____
 City: _____ Prov.: _____ Postal Code: _____

Additional Passes

I would like _____ complimentary guest passes at \$5.00 each \$ _____
 _____ Packs of ten (10) complimentary guest passes at \$ 40.00 each \$ _____
 TOTAL: \$ _____

Additional Exhibitor Badges:

I would like _____ full show exhibitor badges at \$ 5.00 each = \$ _____

1.
2.
3.
4.
5.

Please include a cheque payable to Ontario Marketing Productions Ltd. or complete the credit card authorization form below. (Taxes included in the prices listed above. (G.S.T. #122016769 RT).

Charge to my: Visa MasterCard Direct Payment **Amount: \$** _____
 Card #: _____ Exp. date: _____
 Card Holder Name: _____ Signature: _____

Fax to: (519) 632-5251 or **Mail to:** 400 East Avenue, Kitchener, Ontario, N2H 1Z6

REQUEST FOR APPROVAL CONTEST / DRAW

I wish to make arrangements at my expense to receive my passes in advance Yes ___ No ___

This request for approval for contest / draw must be completed and submitted to the Show Management before the opening of the show. A copy of the signed and approved form will be returned to you.

Company name: _____ Booth #: _____

Contact person: _____

Phone: _____ Fax: _____

Address: _____

Please list the Contest / Draw Prize(s) you will have at your booth below:

- 1) _____
- 2) _____
- 3) _____
- 4) _____

Number of contest / draw prize winners: _____

I, _____, agree to ensure that the names of the contestants entering our contest / draw will be used only for purpose of soliciting sales of our company's products/services. I understand that there can be no soliciting sales of product or service other than those that we sell, by any representative from our company or third party.

Company contact signature

Show Management signature

Date

Date

**Please note that all names of winners must be given to
Show Management on March 24, 2024**

STANDARD BOOTH DRAPE ORDER FORM

The Show Management provides back drapes free of charge, **ONLY if your Drape Order Form is returned to us no later than March 1st, 2024.** The Show Management will also provide you, free of charge, with two 3-foot high side drapes if requested. These side drapes **will not automatically** be placed in your booth. You must fill out the order form attached.

Company name: _____ Booth #: _____

Contact: _____ Phone: _____ Fax: _____

Please check one:

- We will require the standard 8 foot high back drape provided at no charge by Show Management.
- We will require the standard 3 foot high side drapes provided at no charge by Show Management.
- We will **not** require the standard booth drape or side drape. We have our own display booth.

**Remember there is no charge for the standard booth drape if requested before the deadline.
You must let us know by completing and returning this form.**

Move-In

To facilitate a fast and trouble free move-in, please complete the following information. We will confirm your move-in with you 2 weeks prior to the show, provided we have received your form. Please indicate the preferred day and time your company would like to move-in.

Move-In Hours Available:

- Wednesday, March 20 8 a.m. - 8 p.m.
- Thursday, March 21 8 a.m. - 8 p.m.
- Friday, March 22*** 8 a.m. - 11 a.m. **(Hand carried items only – NO DOLLIES)**

Preferred time for move-in: _____ Your type of vehicle: _____

Do you require a fork lift? _____ YES _____ NO, If yes, approx. how long: _____

Will you be moving out on: Sunday night _____ or Monday day _____

Please fax this form back to: (519) 632-5251

www.kwhgs.ca

EXHIBITOR ORDER FORM

EXHIBITOR INFORMATION

EVENT NAME _____

EXHIBIT DATE _____

EXHIBIT LOCATION _____

COMPANY/EXHIBITOR _____

CONTACT NAME _____

E-MAIL ADDRESS _____

COMPANY ADDRESS _____

CITY _____ PROV/STATE _____

PHONE NUMBER _____ POSTAL CODE/ZIP CODE _____

EXHIBITOR ORDER FORM

BOOTH ACCESSORIES

All rates are for the full duration of the show.
 All claims/discrepancies must be settled PRIOR to show closing.
 REFUNDS will not be given on any orders changed or cancelled on site.
 All materials remain the property of Hahn Rentals and will be removed upon show close.

		PRE-SHOW PRICING	ON-SITE PRICING	TOTAL
1	Padded arm chair	15.75	19.65	
2	Director's chair - 30" high	19.65	24.56	
3	Metal & Wood bar stool with back	19.65	24.56	
4	Brown folding chair	4.85	6.05	
5	Carpet: <input type="checkbox"/> Red <input type="checkbox"/> Blue <input type="checkbox"/> Grey <input type="checkbox"/> Green <input type="checkbox"/> Black (10' x 10' = 100 sq ft) Booth Carpeting per sq. ft. 3/8" Foam Underpad per sq. ft.	1.32 sq. ft. .74 sq. ft.	1.58 sq. ft. .89 sq. ft.	
6	Undraped Plain Tables 30" wide by <input type="checkbox"/> 4' <input type="checkbox"/> 6' <input type="checkbox"/> 8' 18" wide by <input type="checkbox"/> 4' <input type="checkbox"/> 6' <input type="checkbox"/> 8'	22.00	27.50	
7	30" Height Round Pedestal table - 30" across the top	44.00	52.80	
7a	42" Height Round Cruiser table - 30" across the top	44.00	52.80	
7b	43" Height Round Stainless Steel Cruiser table - 24" across the top	50.00	60.00	
8	Black spandex table cover <input type="checkbox"/> 30" high <input type="checkbox"/> 42" high <input type="checkbox"/> Black <input type="checkbox"/> Red	22.00	26.40	
9	Skirted tables (includes table, plastic tablecloth, front & 2 sides skirted) 30" wide by <input type="checkbox"/> 4' <input type="checkbox"/> 6' <input type="checkbox"/> 8' long 18" wide by <input type="checkbox"/> 4' <input type="checkbox"/> 6' <input type="checkbox"/> 8' long <input type="checkbox"/> Navy Blue <input type="checkbox"/> White <input type="checkbox"/> Black <input type="checkbox"/> Burgundy <input type="checkbox"/> Gold <input type="checkbox"/> Red <input type="checkbox"/> Royal Blue <input type="checkbox"/> Teal <input type="checkbox"/> Green	65.60	78.60	
10	***To skirt all 4 sides of table OR onsite table exchange	25.00	30.00	
11	Leg extenders (elevates table height to 42") 42" height skirting available <input type="checkbox"/> Royal blue <input type="checkbox"/> White <input type="checkbox"/> Black	17.88	22.34	
12	Easels	21.00	26.25	
13	Sign Stand - 22" x 28"	21.00	26.25	
14	Coat Tree	12.65	15.81	
15	Coat Rack with 25 hangers	19.65	24.55	
16	Waste Basket	12.00	15.25	
17	2'-3' Live Plants	42.00	NOT AVAILABLE	

Flatscreen LCD TVs - TV's cannot play video from USB		1 DAY USE	2 DAY USE	3 DAY USE
18	32" Flatscreen LCD	165.00	247.50	330.00
19	42" Flatscreen LCD	247.50	371.25	495.00
20	50" Flatscreen LCD	330.00	495.00	660.00
21	67" TV Stand on wheels			
22	HDMI Cables / VGA Cables/w adapter	16.00		
23	Microwave oven	100.00		
24	Bar Fridge	100.00		

Subtotal: _____
 HST %: _____
ADD \$7.50 FOR US CHEQUES: _____
 Total: _____

EXHIBITOR ORDER FORM OCTANORM PACKAGES

All rates are for the full duration of the show.
All claims/discrepancies must be settled PRIOR to show closing.
REFUNDS will not be given on any orders changed or cancelled on site.
All materials remain the property of Hahn Rentals and will be removed upon show close.

PACKAGE #1 (10' X 10' Booth) Pre-show \$1,216.00 Onsite \$1,470.00

Booth consists of basic system 3 lights - 1 arm chair, 1-30" pedestal table

Carpet Red Blue Grey Green Black

Panels Grey Black White

Company name on display header _____ logo extra (call for quote)



PACKAGE #2 (10' X 20' Booth) Pre-show \$2,224.00 Onsite \$2,730.00

Booth consists of basic system 3 lights - 1 arm chair, 1-30" pedestal table

Carpet Red Blue Grey Green Black

Panels Grey Black White

Company name on display header _____
logo extra (call for quote)



COUNTERS Counter sizes vary between rectangular, square and 1/2 round and comes with matching colour wood top and sliding door

Panels Grey Black White



21" x 21" x 38.5" H
\$154.00 Onsite \$192.50

Display Case Cabinet c/w clear top

41" x 21" x 38.5" H
\$200.00 Onsite \$225.50

29.5" x 21" x 38.5"
\$131.00 Onsite \$151.25

1/2 Round
21" x 42"
\$181.50
Onsite \$226.88

OCTANORM SHELVES (comes with brackets)

Description	Price	Qty.	Total
8" x 24" White	11.00		
8" x 36" White	13.00		
18" x 36" White	18.00		

Subtotal: _____
HST %: _____
ADD \$7.50 FOR US CHEQUES: _____
Total: _____

HAHN

EXHIBITOR ORDER FORM EQUIPMENT EXAMPLES



DRAPE COLOUR SELECTION



BURGUNDY



ROYAL BLUE



WHITE



NAVY



TEAL



RED



SUNFLOWER



BLACK

CARPET COLOUR SELECTION



EXHIBITOR ORDER FORM

CREDIT CARD AUTHORIZATION FORM

I AUTHORIZE HAHN RENTALS TO CHARGE MY PROVIDED CREDIT CARD FOR:

EVENT NAME _____

EXHIBIT DATE _____

TYPE OF CARD - NO AMEX _____

CARD HOLDER NAME _____

POSTAL CODE ASSOCIATED WITH CARD *REQUIRED _____

CARD NUMBER _____

EXPIRATION DATE _____ CVV _____ TOTAL ESTIMATED CHARGES _____

SIGNATURE _____ DATE _____

YOU MAY CALL IN CARD NUMBER IF PREFERRED, THE COMPLETED FORM IS STILL REQUIRED FOR AUTHORIZATION TO CHARGE CARD PROVIDED.

IF PAYING BY COMPANY CHEQUE - TO GUARANTEE YOUR ORDER PLEASE NOTE THE CHEQUE NUMBER THAT WILL BE MAILED TO:

HAHN RENTALS

95 BAFFIN PLACE

WATERLOO, ONTARIO

N2V2C1