

MOVE-IN REQUIREMENTS QUESTIONNAIRE
THE CANADIAN COFFEE & TEA SHOW
VANCOUVER CONVENTION AND EXHIBITION CENTRE - VANCOUVER, BC
OCTOBER 14 – 15, 2009

CTS91

PLEASE TYPE OR PRINT

TO BE RETURNED BY MAIL OR FAX BEFORE SEPTEMBER 11, 2009		
EXHIBITING COMPANY:	CONTACT NAME:	BOOTH #(S):
PHONE #:	FAX #:	
CARRIER:	CUSTOMS BROKER (IF APPLICABLE):	COUNTRY OF ORIGIN:
ESTIMATED TIME REQUIRED TO SET UP EXHIBIT:	HRS.	MINS.
PREFERED SET-UP DAY:	TIME:	
EXHIBIT WILL BE SET UP BY: OFFICIAL DISPLAY CO.: _____ EXHIBITOR STAFF: _____ OTHER: _____ IF OTHER PLEASE SPECIFY BELOW:		
DISPLAY COMPANY:	CONTACT NAME:	PHONE:
		FAX:

IF YOU ARE NOT USING THE OFFICIAL TRANSPORT COMPANY YOU WILL RECEIVE A SCHEDULED TIME FOR MOVING IN YOUR DISPLAY MATERIAL. IF YOU ARE USING THE OFFICIAL TRANSPORT COMPANY YOU WILL NOT BE ASSIGNED A MOVE-IN TIME AS YOUR GOODS WILL BE DELIVERED AT AN EARLY MOVE-IN TIME. IN EITHER CASE, WE REQUIRE THE FOLLOWING INFORMATION TO BE COMPLETED AND RETURNED TO US.

TO EFFECT A SMOOTH AND EFFICIENT MOVE-IN, KINDLY LIST ALL GOODS AND EQUIPMENT YOU ARE MOVING INTO THE SHOW.

	# OF PIECES	WEIGHT	DIMENSIONS OF LARGEST PIECE LENGTH X WIDTH X HEIGHT	WEIGHT OF LARGEST PIECE	CARRIER
CRATED GOODS					
UNCRATED GOODS					
DISPLAY MATERIAL					
SPECIAL MATERIAL					
TOTAL					
PLEASE INDICATE TYPE OF DELIVERY VEHICLE: TRAILER _____ 5-TON _____ CUBE VAN _____ OTHER _____					

PLEASE COMPLETE THIS FORM AND RETURN TO:

LANGE TRANSPORTATION & STORAGE LTD.

3965 Nashua Drive

Mississauga, ON L4V 1P3

OR

FAX (905) 362-1285