

CMS Summer 2001 Meeting
University of Saskatchewan, Saskatoon, SK
Exhibit Programme - June 2-3
INVITATION TO EXHIBIT

On behalf of the University of Saskatchewan, the Department of Mathematics extends a warm welcome to all participants in the Summer 2001 Meeting of the Canadian Mathematical Society (CMS). Following the usual format, the meeting will include ten symposia, contributed papers, seven plenary speakers, as well as prize and public lectures.

The meeting will take place in the Arts and Commerce Buildings of the University of Saskatchewan. We are expecting 300 participants. You are invited to take part in the exhibit programme to be held June 2-3.

Exhibits will be open from 8:00 a.m. to 5:00 p.m. on Saturday, June 2 and Sunday, June 3 in the Foyer outside Arts 143, the location of the plenary lectures. Booths will be ready for setup from 2:00 - 6:00 pm on Friday afternoon. Booth locations will be assigned by the Operations Manager. Booth numbers will be confirmed by phone or by FAX.

Exhibit Package

Cost is \$400 CDN (\$300 CDN for Corporate Members):

- one 10' wide x 8' deep booth space
- 8' high backwall and 3' high sidewalls, draped in blue
- one placard with company name
- one 8' table, draped in blue and 2 chairs
- registration and lunch for 1 or 2 company reps

DECORATOR

Hub City Display

1740 Ontario Avenue

Saskatoon, Saskatchewan CANADA S7K 1T1

Telephone : 306-653-3705, FAX : 306-665-3075

Email: hcd.denisek@home.com

Contact: Denise Kendrick

Shortly after your paid contract is received by the Operations Manager in Ottawa, you will receive an Exhibitor Service Kit for your use in planning your exhibit booth.

EXHIBIT DATES AND HOURS

Set-up exhibits:	Fri, Jun 1	2:00 p.m. - 6:00 p.m.
Exhibits open:	Sat, Jun 2	8:00 a.m. - 5:00 p.m.
	Sun, Jun 3	8:00 a.m. - 5:00 p.m.
Dismantling:	Sun, Jun 3	5:00 p.m.

MATERIAL HANDLING/STORAGE

Advance Shipments:

Please prepay all shipments and send to:

CMS Summer 2001 Meeting

Hub City Display

1740 Ontario Avenue

Saskatoon, Saskatchewan CANADA S7K 1T1

Telephone : 306-653-3705, FAX : 306-665-3075

Attn: Exhibitor's Name and Booth Number

of boxes in shipment

Packages, crates, and boxes should arrive at the above address no earlier than **May 10, 2001** and no later than **May 31, 2001**. Refer to the Drayage/Materials Handling Order Form included in the Exhibitor Service Kit. **The official decorator will receive goods only if the Drayage/Materials Handling Order Form is returned signed and freight is prepaid.** Exhibitors may, of course, handle their own material if they so choose.

Please **DO NOT** send materials to the CMS Executive Office address. The CMS will not take responsibility for shipping them to the exhibit site. **DO NOT send materials to the university or to the hotel(s).** They will not take responsibility for storing or delivering them to the exhibit site.

On-site Shipments: Exhibitors may handle their own materials. These arrangements must be made in advance of move-in. **Exhibitors who do NOT use the services of the official decorator must be prepared to supply their own labour, dollies, etc. for set-up and dismantling.**

Customs Broker: If you are shipping from outside Canada, please follow instructions given by the official broker.

Livingston International - Saskatoon

2515 Airport Drive

Saskatoon SK S7L 6M6

Tel : (306) 665-8088 Fax: (306) 653-3002

Brenda Strong, Branch Manager

8:00 a.m. to 4:30 p.m. Mon. to Fri.

GIVE YOURSELF AT LEAST 2 WEEKS FOR DELIVERY TO SASKATOON.

International exhibitors shipping into Canada should make necessary arrangements at least 20 days prior to the deadline date. **The cost for this service is not included in Show in Motion Material Handling fees. Please contact Livingston for their prices.** If appropriate, and upon receipt of your paid contract, you will receive more

information regarding the Customs Broker.

Return Shipments: Bring return shipment Bills of Lading with you to the show. When you have packed your supplies after the show, mark each box with your return shipping address, the number of boxes or crates being shipped and then tape the correctly filled out bill of lading to one box. **The decorator** will bring the freight to their warehouse where the carrier of your choice can pick up no sooner than two days after the show ends and no later than one week after the show ends. It is up to the exhibitor to make pick up arrangements with the carrier. Please have the carrier call **Hub City Display** at **306-653-3705**, to verify that there is personnel on hand to load the shipment.

JOINT EXHIBIT

This exhibit is set up for the convenience of exhibitors who do not wish to take a booth. **This exhibit booth cannot be attended or staffed by any representative of participating publishers.**

All books and materials on display in the Joint Exhibit are listed on a sheet available at the booth, along with an order form. We will accept orders and mail them to you after the meeting. However, money **cannot** be accepted at the meeting. A Joint Exhibit contract is enclosed for exhibitors who wish to take advantage of this display opportunity. Costs are as follows:

Books/Journals	\$30 CDN each
Catalogs/Brochures	\$30 CDN each subject item (a supply of 100 is sufficient)
Posters	\$30 CDN each (maximum size is 32" x 40")

All books/journals will be donated to the sponsoring university (*Department of Mathematics & Statistics, University of Saskatchewan*) at the end of the meeting. All books/journals displayed at the Joint Exhibit become the property of the sponsoring university and may not be removed or retrieved during the meeting.

SHIPPING JOINT EXHIBIT MATERIAL

Please prepay all shipments and send to:

CMS Summer Meeting 2001
Hub City Display
1740 Ontario Avenue
Saskatoon, Saskatchewan CANADA S7K 1T1
Telephone : 306-653-3705, FAX : 306-665-3075
Attn: Joint Exhibit
of boxes in shipment

Customs Broker: If you are shipping from outside Canada, please follow instructions given by the official broker.

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Brenda Strong, Branch Manager
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REGISTRATION AND ACCOMMODATION FOR YOUR COMPANY REPRESENTATIVES

Preregistration: Please include the names of your company representatives on the Contract for Exhibit Space. There is a charge of \$30 CDN per each additional badge requested over the two per booth. Anyone who plans to attend sessions does not qualify as an exhibitor and is required to pay the appropriate registration fee.

Accommodation: Exhibitors must make their own arrangements for accommodation. Please see the Accommodation Form. International exhibitors should be aware that all payments for housing must be made in Canadian currency, and balances paid through credit cards will be reflected as such.

If your exhibit staff has not yet been selected, it may still be possible to reserve a number of rooms in advance with a credit card guarantee, using tentative names and arrival and departure dates. The correct names of individuals as well as arrival and departure dates may be submitted later. **Please note that reservations must be made under individual names. Reservations CANNOT be made under a company name. Hotels will not accept it.** Make sure to check the cancellation policy with the hotel of your choice.

ADVERTISING

You are invited to include an advertisement in our Meeting Programme which will be distributed to all delegates. The overall size of the programme is 8 1/2" x 11". Ads are available in two sizes. \$ 150 Full page (7" x 9")
\$ 90 1/2 page (7" x 4 3/8")

Another option is to insert a flyer in the registration kits.
\$ 120 - single sheet, maximum size 8 1/2" x 11"

Please email the local organizer Chris Soteris
<soteris@snoopy.usask.ca> **to confirm your intention to send an ad or a flyer, then send your camera ready ad BEFORE MAY 11 or 300 copies of the flyer BEFORE MAY 28 directly to:**

CMS Summer 2001 Meeting
Christine Soteris, Local Arrangements
Dept of Math & Stats, Univ. of Saskatchewan
Room 142 McLean Hall, 106 Wiggins Road
Saskatoon, SK. S7N 5E6 CANADA
Phone: (306) 966-6081

Ads and flyers will be billed separately. Please provide complete address information for invoicing purposes.