



# CMS/CAIMS JOINT MEETING 2004



## INVITATION TO EXHIBIT

Exhibit Programme – June 13 to 14  
Dalhousie University  
Halifax, NS

On behalf of Dalhousie University, the Department of Mathematics and Statistics invites the mathematical community to the joint Summer 2004 Meeting of the Canadian Mathematical Society (CMS) and the Canadian Applied and Industrial Mathematics Society (CAIMS), with participation from the Canadian Society for History and Philosophy of Mathematics (CSHPM) and the Canadian Symposium on Fluid Dynamics (CSFD).

We look forward to welcoming exhibitors back to Halifax and sharing the pleasures of summertime here.

Following the usual formats of both societies, the meeting will include a wide variety of symposia, a session of contributed papers, plenary speakers, prize lecturers, a graduate student poster session, and a Public Lecture.

Most activities and all scientific talks will be held on the Dalhousie campus, with the main hub of activity being at the Marion McCain Arts and Social Sciences Building and the Student Union Building.

Exhibit information and all related forms are available at  
<http://www.cms.math.ca/Events/summer04/exhibitor.e>.

### PLEASE NOTE:

**The exhibition space for this event is limited to five (5) 10'x10' booths.  
They will be assigned on a first-come, first-served basis.**

**EXHIBIT LOCATION**

Student Union Building at the Dalhousie University, Halifax, Nova Scotia

**EXHIBIT DATES**

<b>Move-In Hours</b>	Saturday, June 12, 2004	1:00 p.m. – 4:00 p.m.
<b>Move-Out Hours</b>	Monday, June 14, 2004	4:00 p.m. – 5:00 p.m.
<b>Show Hours</b>	Sunday, June 13, 2004	8:00 a.m. – 5:00 p.m.
	Monday, June 14, 2004	8:00 a.m. – 5:00 p.m.

**BOOTH SPECS**

One 10' x 10' deep booth space

- 8' high back wall, 4' high sidewalls
- One (1) 8' draped table
- Two (2) upholstered side chairs
- One (1) one-line booth identification sign
- Complimentary delegates lunch ticket(s)

**COST**

\$325.00 Corporate Members

\$425.00 Non-Members (membership application form enclosed)

**REGISTRATION**

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.

**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".

<p><b>Ads</b></p> <p>Full page (7" x 9")           \$ 150.00</p> <p>1/2 page (7" x 4 3/8")       \$ 90.00</p> <p><b>Deadline</b></p> <p>Programme Ads must be in camera ready format and received no later than may 15, 2004.</p>	<p><b>Flyer Insert</b></p> <p>Single sheet, maximum size 8 1/2" x 11"</p> <p>\$ 120</p> <p><b>Deadline</b></p> <p>Registration Kit Flyer Inserts: 450 copies must be received no later than June 1, 2004.</p>
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To confirm your intention to send an ad or a flyer contact:

Peter Fillmore, Local Organizer  
 CMS/CAIMS 2004 Summer Meeting  
 Dalhousie University, Dept. of Mathematics  
 219 Chase Building, 6316 Coburg Road, Halifax, B3H 3J5  
 Phone: 902-494-2385, Fax: 902-494-5130  
 Email: [fillmore@mathstat.dal.ca](mailto:fillmore@mathstat.dal.ca)

## SHIPPING

Advance Shipments have to be sent to the address of the official decorator. The contact information is available at <http://www.cms.math.ca/Events/summer04/exhibitor.e>.

All boxes have to clearly indicate the following:

*Attn: Exhibitors Name and Booth Number  
# of boxes in shipment*

Packages, crates, and boxes should arrive at the above address no earlier than Monday, May 18, 2004 and no later than June 8, 2004.

The official decorator will receive goods only if the freight is prepaid and the Drayage/Materials Handling Order Form is returned signed. The form is available in the Exhibitor Service Kit on the CMS web site.

Exhibitors may, of course, handle their own material if they so choose. 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.

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.

## INTERNATIONAL SHIPPING

Mendelssohn has been appointed as official customs broker for this event. For all customs and shipping needs, we recommend that you deal directly with Mendelssohn. They will advise on how best to ship goods and will assist exhibitors in the completion of customs documents. Their Canada Bound Customs and Shipping Guide, containing all necessary customs forms and examples for their completion, is available from Mendelssohn or you may also download their forms from their website: [www.mend.com/html/download.html](http://www.mend.com/html/download.html). Contact: Carol Bartlett Tel: 902-422-9666 ext. 2

Please notify Mendelssohn in advance if you are bringing commercial goods with you on the plane or driving your own vehicle into Canada. This will permit Mendelssohn to supply you with the appropriate customs forms and advise their border offices of your crossing.

Arrangements should be made at least 20 days prior to the deadline date. The cost for this service is not included in the decorator Material Handling fees.

## RETURN SHIPMENT - DOMESTIC AND INTERNATIONAL

Each box of the return shipment has to be marked with the return shipping address and the number of boxes or crates being shipped and the correctly filled out Bill of Landing has to be taped to one of the boxes.

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.

## **ACCOMMODATIONS**

Exhibitors must make their own arrangements for accommodation. Please see the Accommodation Form on the CMS website.

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; hotels will not accept reservations under a company name.

## **SOCIAL EVENTS**

A welcoming reception will be held Saturday, June 12, from 7:00 to 9:00 p.m. at the Lord Nelson Hotel.

The Delegates' Luncheon will be held on Monday, June 14, from 11:45 a.m. to 1:45 p.m. in the McInnes Room of the Student Union Building. A ticket to this luncheon is included in all registration fee categories.

A Lobster Banquet will be held on Sunday, June 13, from 7:30 p.m. at Pier 21, preceded by a cash bar at 6:00 p.m. Tickets to this event are available at \$60.00 each.

Coffee and juice will be available in the exhibit area during the scheduled breaks.