

PRESENTED BY

Miele

January 18 - 21, 2024

IDS Toronto Main Floor Exhibitor Kit

[Home](#)

[Info](#) ▾

[Regulations](#)

[Move-In/Out](#)

[Badges/Tickets](#)

[Marketing](#)

[Checklist/Forms](#) ▾

[Safety](#)

[Exhibitor Essentials](#)

IDS TORONTO EXHIBITOR KIT

BOOTH REGULATIONS

[1\) Walls](#)

[2\) Floor Covering](#)

[3\) Booth Types](#)

[4\) Lighting](#)

[5\) Electrical](#)

[6\) Ceilings and/or Second Storys](#)

[7\) Signage](#)

[8\) No Overhead Trade Banners](#)

[9\) Sale Signs](#)

10) Suspended Installations

11) Soliciting

12) Furniture & Accessory Rentals

13) Water/Plumbing

14) Natural or Propane Gas

15) Cleaning

16) Occupational Health and Safety

17) Installation

18) Storage

19) Sustainability

20) MTCC Material Donation Program and Recycling

21) Display Vehicles

22) Balloons

23) Animals

24) Internet Access

25) Food & Beverage Service and/or Sampling

26) Dismantling Procedures

BOOTH REGULATIONS

YOUR BOOTH SPACE DOES NOT INCLUDE WALLS, LIGHTING, ELECTRICITY or FLOOR COVERING*. Refer to the Service Order Forms page to make these arrangements. (*If your booth is within Studio North or Prototype you may have walls, signage and flooring provided. If you are an exhibitor in one of the above sections, please review your individual booth contract.)

No display may be arranged so that an exhibitor must stand in the aisle in front of the booth to conduct business. No merchandise, chairs, tables, lights, signs or other exhibitor items may extend into the aisle. The handing out of company marketing materials anywhere other than your contracted booth space is prohibited.

Booth designs that deviate in any way from the regulations listed below or from the Metro Toronto Convention Centre's (MTCC) Facility Regulations (Notice to Exhibitors) or Fire Regulations must be submitted preshow for approval to Melissa Lauzon at Melissa.Lauzon@informa.com.

BOOTH RENDERINGS SUBMISSION

If you have not submitted your final booth rendering, please submit it to **Catia Varricchio at Catia.Varricchio@informa.com. All booth designs must be approved in advance of the show.**

1) WALLS

Exhibitors are provided with floor space only. The booth fee does not include walls of any kind*. This means that each exhibitor is responsible for providing **hard walls** to create a separation from adjoining booths.

Exhibitors can either bring their own hard wall system or rent from Stronco.

**If your booth is within Studio North, Prototype or The District you may have walls or structure included in your booth fee. If you are an exhibitor in one of the above sections, please review your individual booth contract.*

Booth drape is not allowed and exhibitors cannot use a neighbor's exposed walls as a backdrop. In some cases, display elements may meet the criteria for separating walls. **Show Management reserves the right to mask unsightly areas at the expense of the exhibitor.**

Walls should be 8'h. If you have a common wall with another exhibitor (this includes back walls and side walls), it must be 8' in height. You **must not** build your display over 8' if you have an adjoining wall with another exhibitor. Side walls, in addition to being 8' in height, must also extend all the way to the aisles; refer to the booth illustrations [here](#).

If you have an island your height restriction is 12'. Above that height, written approval must be obtained from Show Management. In addition, exhibitors planning to go above the 12' restriction may be required to have engineered, stamped exhibit drawings. Exhibitors who are unable to produce engineered drawings in their own offices may submit their exhibit drawings to Melissa Lauzon at Melissa.Lauzon@informa.com for submission to the MTCC for approval before building or committing to the final drawings.

NOTE: Please refer to the [MTCC Notice to Exhibitors](#) for additional booth regulations that must be adhered to.

To order Hardwalls, please refer to the Stronco portal linked through the [Service Order Forms Page](#).

2) FLOOR COVERING

The cost of booth carpet/floor covering is not included in the booth rental. Exhibitors can bring or rent floor covering from Stronco (except those exhibitors in Studio North who are provided with carpet). Painting, nailing or drilling of floor is not permitted. Exhibitors wishing to lay tile or other floor covering, or build any structure, may not adhere it directly to the building floor. It is required that building paper, plastic sheeting, or some other suitable protection be laid on the building floor. If two-sided tape is used, it must be completely removed by the exhibitor during move-out. Exhibitors must **not** use masking tape, clear packaging tape or duct tape to adhere the covering to the show floor. **The recommended tape is Scapa Tape which is a high-adhesion double-sided cloth tape commonly used at trade shows; it leaves almost no residue upon removal.** Scapa Tape is available from [Pillar Tapes Ltd.](#) or [National Hardware Sales Ltd.](#)

Upon removal of each booth, the MTCC and Show Management will inspect each space for any damages incurred by the exhibitor and check that all materials, including tape residue left on the floor, are properly removed. Any charges to make good the exhibit space will be passed on to the exhibitor.

IMPORTANT NOTE: There is no aisle carpet at the show. All Informa shows are making changes towards creating more sustainable events. Part of our efforts will include eliminating the aisle carpets. We recommend that your booth design includes flooring or floor covering for comfort and so that your space is delineated from the aisles.

AVOID TRIP HAZARDS: Exhibitors with raised floors must remember that they are limited to a maximum height of 6". In addition, all concealed wiring must be quickly accessible for emergency service. If you plan

on installing raised floors in your booth, they must be non-hazardous and wheelchair accessible. Wheelchair ramps must be at least 3' wide with a maximum slope of 1:12 (i.e. a 6" rise would require a 6' run). Landings must be provided at tops and bottoms of ramps and must be at least 36" wide by 60" and free of obstructions. Ramps must be curbed or guarded at their edges and surfaces must be firm and slip-resistant. There must also be a ramp at every 100 feet. Please note the full extent of any ramp must fall within your assigned booth space and cannot extend into the aisles. Exhibitors should ensure they build any raised floors with these requirements in mind.

Any flooring with a height of 3/8" or greater will require a transition strip.

Each exhibitor must stay within their contracted booth size; this includes all floor coverings.

To order carpet, please refer to the Stronco portal linked through the [Service Order Forms Page](#).

3) BOOTH TYPES

Click on an image below to enlarge it:

(Note: these drawings do not reflect Studio North dimensions)

Inline Booths

Are open at the front and have exhibitors on 3 sides. Exhibitors must rent their own hard wall structure from Show Management (no show drape is permitted)

4' 8"

8'

9' 4"

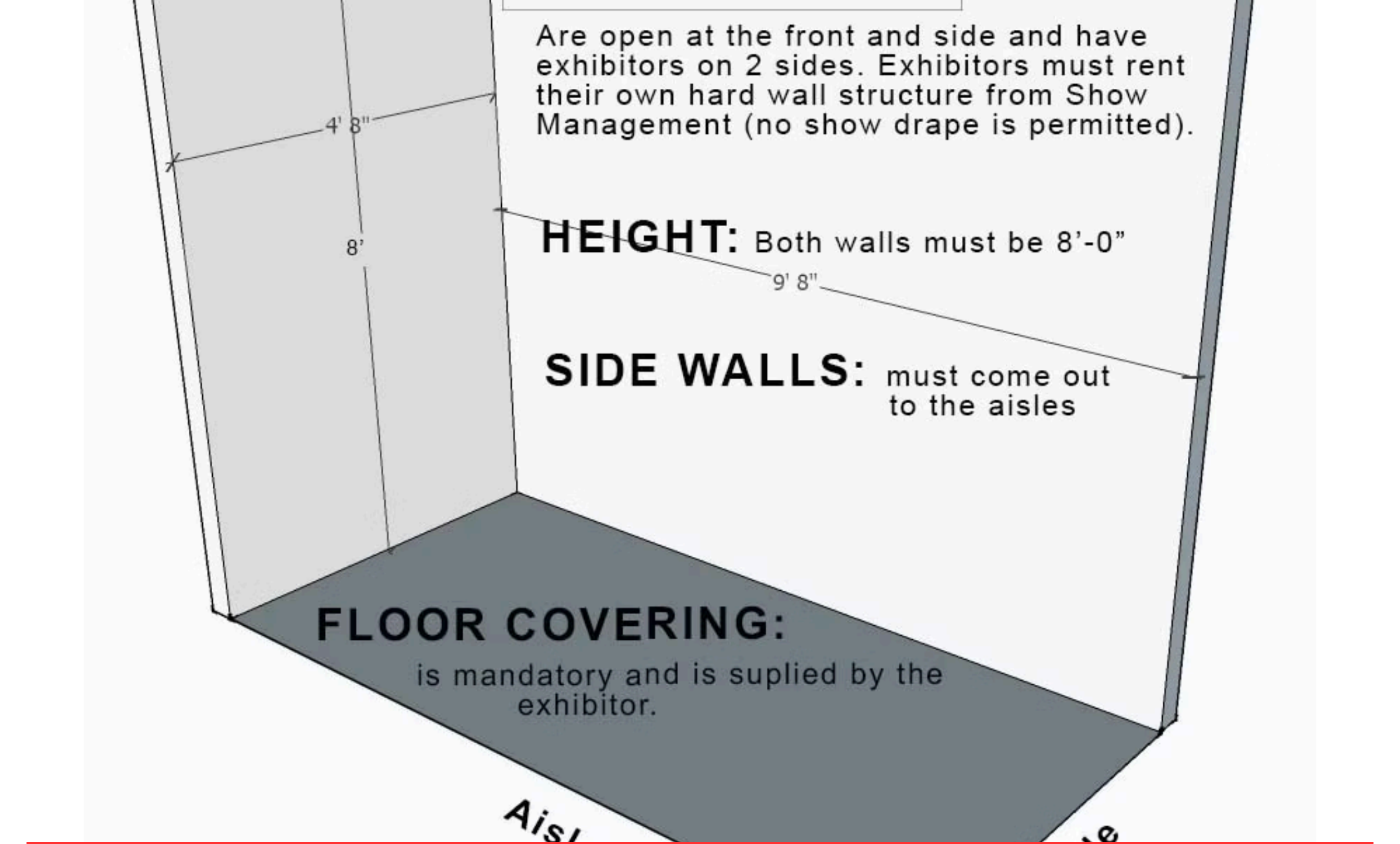
HEIGHT: All 3 walls must be 8'h

SIDE WALLS: must come out to the aisles

FLOOR COVERING: is mandatory and is supplied by the exhibitor

Aisle

Inline Booths



Are open at the front and side and have exhibitors on 2 sides. Exhibitors must rent their own hard wall structure from Show Management (no show drape is permitted).

The diagram shows a corner booth with a floor covering. Dimensions include a depth of 4' 8" and a height of 8'. A side wall dimension of 9' 8" is also shown. The booth is open at the front and side, with exhibitors on two sides. The floor covering is mandatory and supplied by the exhibitor. The side walls must come out to the aisles.

HEIGHT: Both walls must be 8'-0"

9' 8"

SIDE WALLS: must come out to the aisles

FLOOR COVERING:

is mandatory and is supplied by the exhibitor.

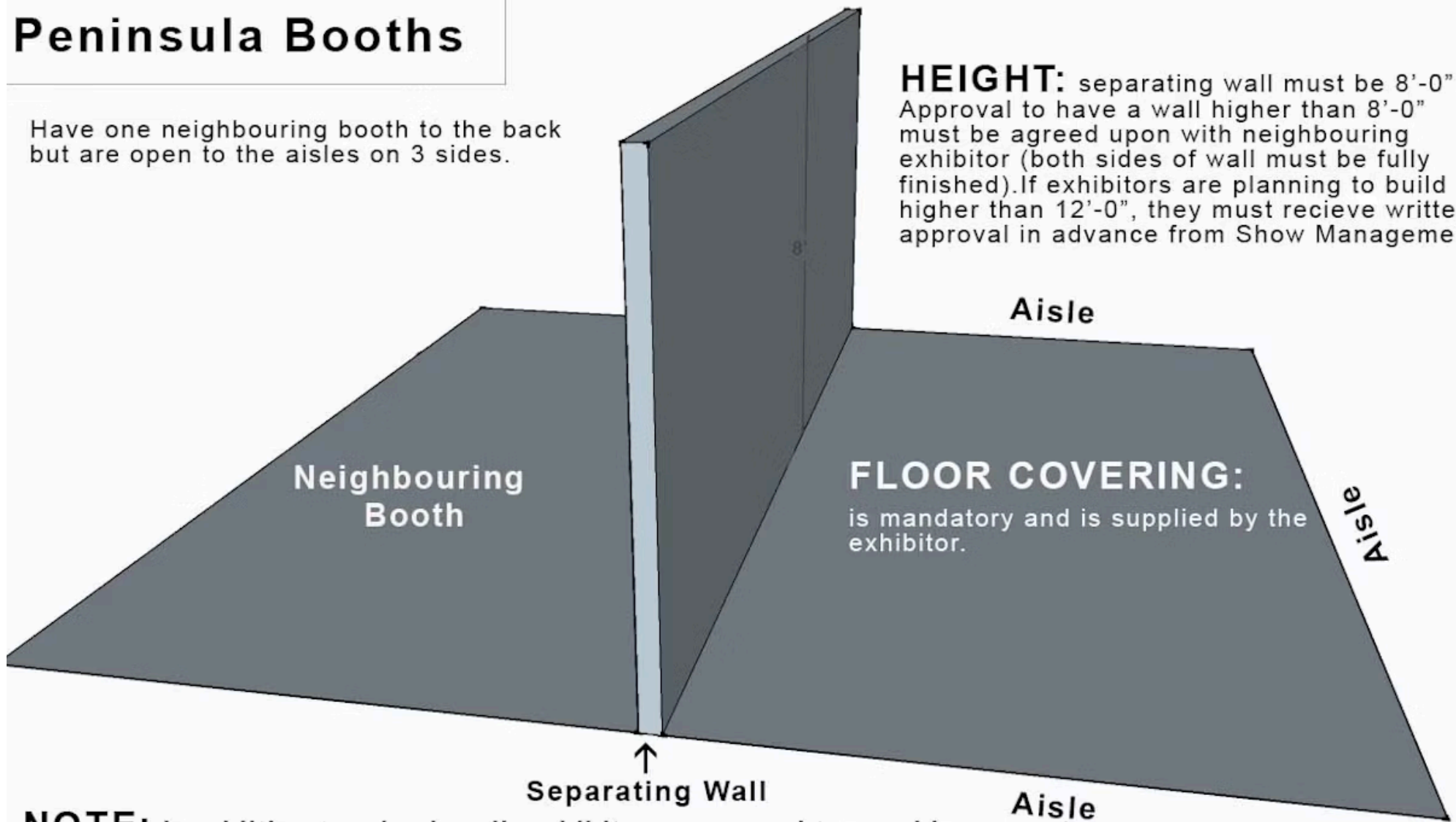
Aisle

Corner Booths

Peninsula Booths

Have one neighbouring booth to the back but are open to the aisles on 3 sides.

HEIGHT: separating wall must be 8'-0". Approval to have a wall higher than 8'-0" must be agreed upon with neighbouring exhibitor (both sides of wall must be fully finished). If exhibitors are planning to build higher than 12'-0", they must receive written approval in advance from Show Management.

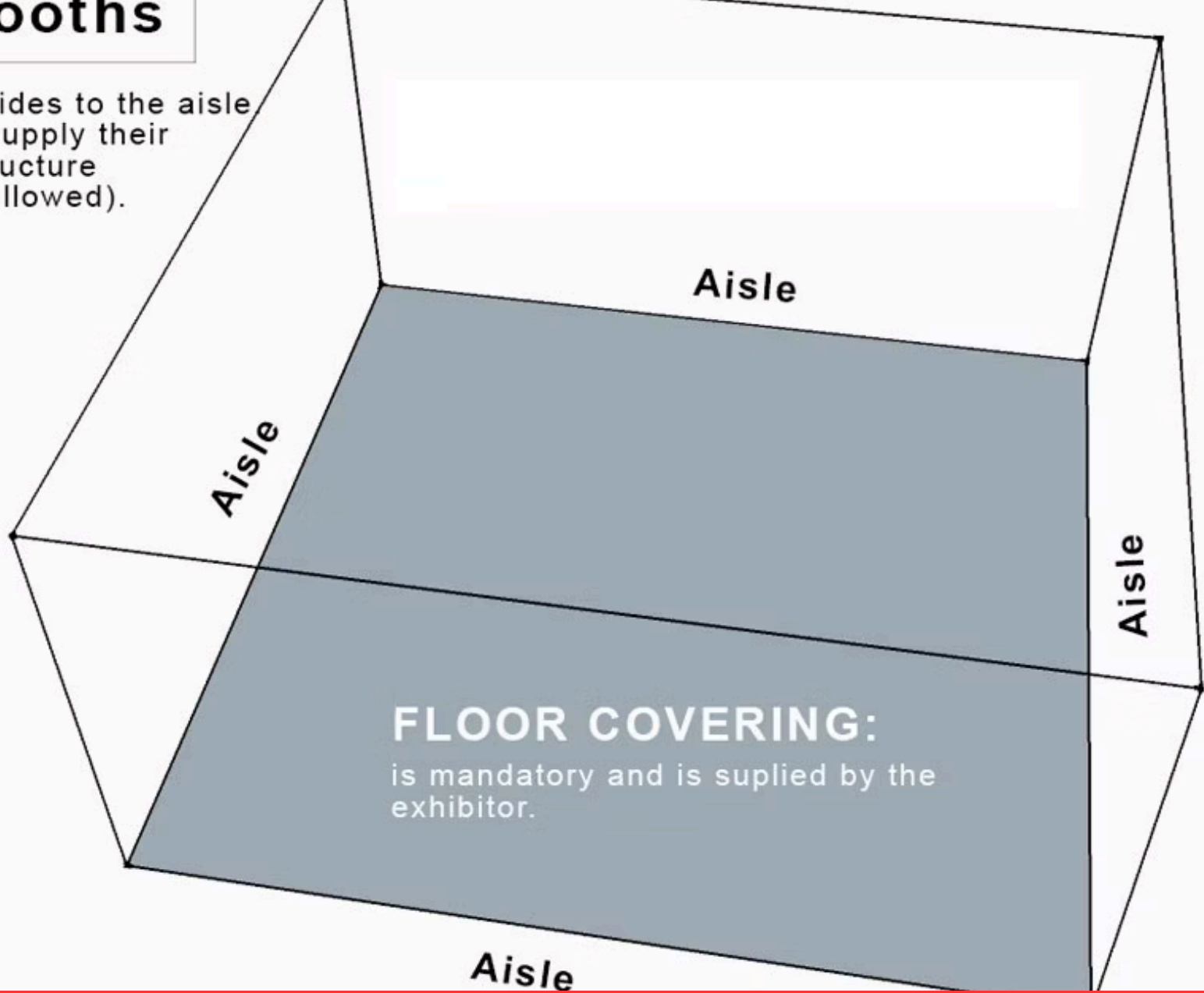


NOTE: In addition to a back wall, exhibitors may need to provide support walls; supporting walls can be located in front of the separating wall or behind within the confines of their booth space.

Peninsula Booths

Island Booths

Are open on all sides to the aisle
Exhibitors must supply their
own hard wall structure
(no show drape allowed).



Island Booths

4) LIGHTING

Please be advised that you must provide lighting for your booth display. The overhead lighting at the MTCC will NOT be sufficient. You may bring your own lights or rent them from SHOWTECH using the link below. The lighting level inside the exhibit hall will be Level 1 (Level 3 being the brightest) throughout each day of the show.

Clip-on lights are NOT allowed to be used for booth displays (except for Studio North booths). We recommend renting Source 4 Par lights from SHOWTECH using the link below.

For Studio North exhibitors only: if you have rented arm lights from SHOWTECH, they will provide the wooden strip necessary for installation. **If you are bringing your own arm lights, you will need a 1"x1" strip of wood to facilitate this lighting and will be responsible for installation and removal of this wooden strip.**

To order Lighting, please refer to the SHOWTECH portal linked through the [Service Order Forms Page](#).

5) ELECTRICAL

All electrical services are provided exclusively by SHOWTECH Power and Lighting. Exhibitors are responsible for arranging their own electrical power which should be ordered in advance using the link below. Exhibitors are not allowed to install any electrical wiring devices on-site other than regular extension cords. All on-site hard-wiring and connections must be done by SHOWTECH electricians. Extension cords

must be of the three-prong type (i.e. grounded) and must contain wires of the proper size to carry the electrical load.

Power and telecommunications are supplied via pairs of floor ports, located every 30' on centre, north-south and every 30' on centre running east-west. The floor ports are flush metal panels, approximately 3' by 3'. Use flat wiring to deliver power and telecommunication from the floor port to a specific area of your display. Floor ports are indicated on the [floor plan](#) as a small open square symbol.

IMPORTANT NOTICE: IDS will not have any aisle carpet. If you do not have a floor port in your booth, we recommend ordering Overhead Power Outlets to prevent floor cables leading into your space.

To order Electrical, please refer to the SHOWTECH portal linked through the [Service Order Forms Page](#).

ELECTRICAL SAFETY

Electrical Safety Code Requirements for all Exhibitors: It is a requirement of Rule 2-022 of the [Ontario Electrical Safety Code](#), a provincial regulation, that any electrical equipment, which is being displayed, offered for sale or used in any show, convention, or similar exhibition MUST BE APPROVED. The authority for enforcing this regulation is vested in the Electrical Safety Authority. At a show, unapproved electrical equipment will only be permitted to be displayed (not energized) when the Electrical Safety Authority gives permission through the [Permission to Show Application Form](#). Failure to comply with the Ontario Electrical Safety Code could result in charges under the Electricity Act.

Electrical Appliances in Booth Display

All wiring must be in done in an approved manner, acceptable to the latest edition of the Ontario Electrical Safety Code and the ESA inspector. The OESC and ESA will not accept:

- open joints
- joints that are taped
- ungrounded wiring
- improper box connectors

Any lighting or wiring that is not factory assembled must be approved by an accredited approval agency prior to move-in. Contact the Field Evaluation and Product Approval department of the ESA at 1-800-559-5356 to get information on approval agencies. Exhibitors will have to place an order with SHOWTECH for the in-house electricians to correct any deficient wiring; a standard hourly rate will be charged for this service. Exhibitors placing on-site orders to correct wiring that is not up to code will be worked on as soon as all pre-ordered orders are installed. It is strongly recommended that all wiring and lighting inspections and corrections be taken care of before being brought on site.

Electrical Products for Sale by Exhibitor (eg. lamps)

Any electrical product (e.g. lamps) being sold at the show must be CSA approved for parts AND assembly. Though all lamp parts might be CSA approved, when they are assembled together to make a new electrical product, it does not assure that this item has been assembled correctly or is electrically safe. Any new electrical product requires an inspection certificate. Contact the Field Evaluation and Product Approval department of the ESA at 1-800-559-5356 to get information on approval agencies.

Electrical equipment is considered to be approved if it bears the certification mark or Field Evaluation label of an organization that has been accredited by the Standards Council of Canada to approve electrical equipment. If these markings are missing, the equipment is considered to be unapproved. Since markings are updated regularly, visit the [Electrical Safety Authority's website for a current listing](#).

Exhibitors with unapproved electrical equipment that wish to display, but not connect or provide electricity to the equipment, must complete the Permission to Show Application Form and pay the fee indicated for

each piece of unapproved electrical equipment that will be displayed but not energized. Exhibitors will be provided with a sales receipt that must be available to inspectors on show site at all times. The Permission to Show application does not permit the connection/energizing of unapproved electrical equipment.

6) CEILINGS AND/OR SECOND STOREYS

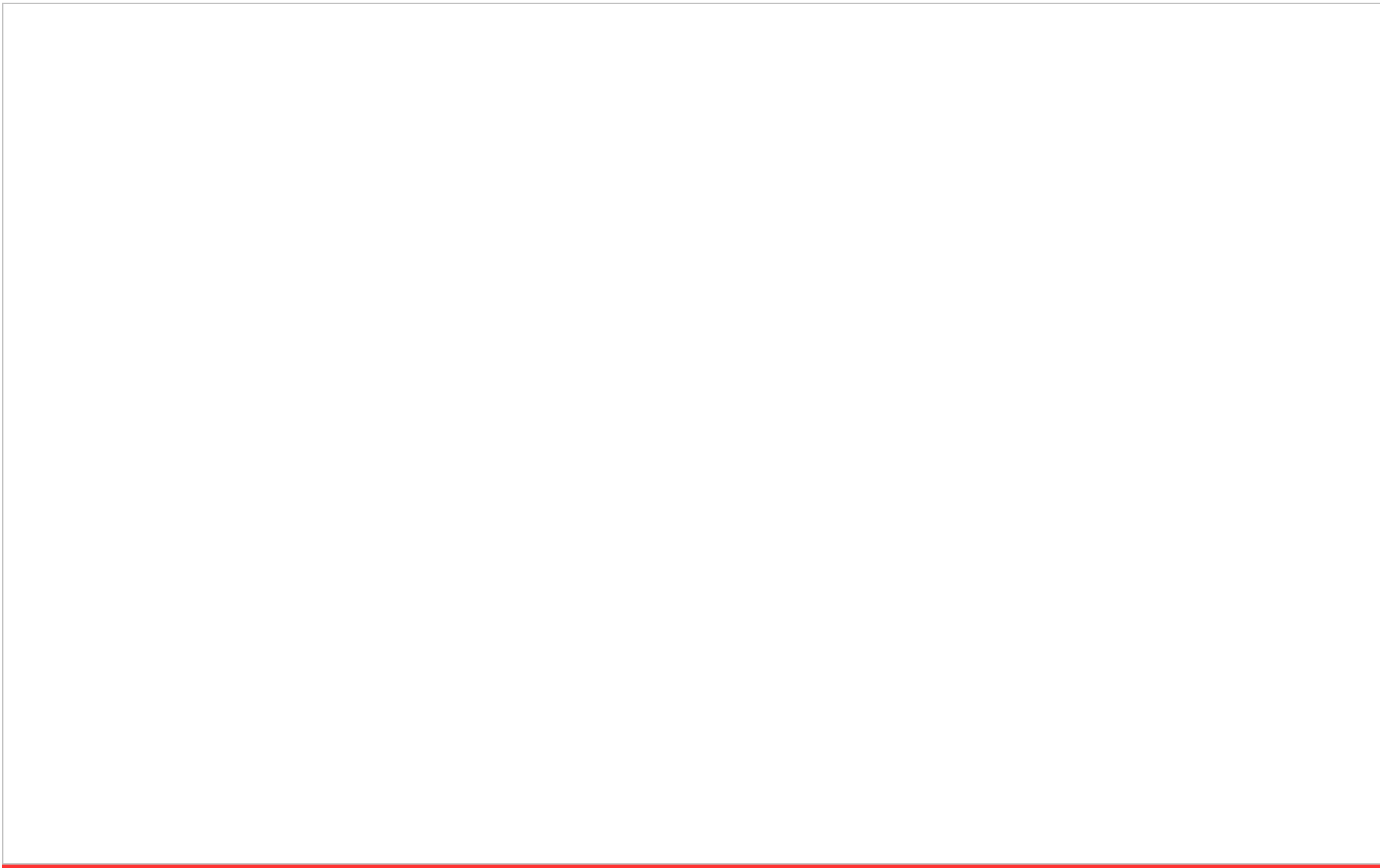
Single-level booths with ceilings, two storey booths and booths with mezzanines require special approval, and in most cases, a building permit. A description of the proposed booth design must be submitted to Melissa Lauzon at Melissa.Lauzon@informa.com, who will submit the description to the MTCC for approval. The MTCC will discuss these configurations with the Toronto Fire Prevention Division and/or Toronto Urban Development Services. Please refer to the MTCC's [Fire Regulations](#) for additional information.

Any changes to complex builds must be resubmitted for approval.

7) SIGNAGE

All exhibitor signage must be confined to the exhibitor's booth area and must not inappropriately block views of the rest of the show floor. Signage must be professionally printed and mounted. If you are interested in ordering signage for your booth please use the link below. Signage should be re-used, or recycled; please consider environmental impacts when selecting signage and printed materials.

IMPORTANT NOTE: No roll-up banners/pop up booths are permitted on the show floor. See the examples below.



To order additional signage, please refer to the Stronco portal linked through the **Service Order Forms Page**.

8) NO OVERHEAD TRADE BANNERS

No overhead trade banners or halos are permitted to be hung/installed above your booth. See the examples below.

Installations and lighting are welcome at the approval of Catia Varricchio, Catia.Varricchio@informa.com.

9) SALE SIGNS

At no time will SALE signs, SHOW DISCOUNT signs, SHOW SPECIAL signs, or others of this nature be permitted on the exhibit floor. Show management will ask you to remove the signs if they are on display.

10) SUSPENDED INSTALLATIONS

Suspended installations are welcome, please send to Catia Varricchio at Catia.Varricchio@informa.com for approval.

All suspended installations must be installed by the exclusive rigging supplier, SHOWTECH. Once approved, place your order using the Suspended Installations Form below. For more information, please read the MTCC's [Rigging/Overhead Work Policy](#).

To order Suspended Installations, please refer to the SHOWTECH portal linked through the [Service Order Forms Page](#).

11) SOLICITING

Distribution of samples, souvenirs, or literature must be confined within the exhibitor's booth space. Absolutely no solicitation is allowed in the aisles, at any show or building entrance, or anywhere on the grounds of the MTCC. This includes solicitation by costumed personnel.

12) FURNITURE & ACCESSORY RENTALS

A limited selection of furniture is available from Stronco Show Services and can be ordered using the link below. Rented draped tables and draped platforms are **not** permitted. **NOTE: IDS supports original design.** Please ensure all furniture is the original design and not a copy.

To order Furniture, please refer to the Stronco portal linked through the [Service Order Forms Page](#).

13) WATER/PLUMBING

Water line connections or fill and drain service can be ordered from SHOWTECH. Floor ports that house water supply are spaced every 30 ft. on centre throughout the show floor.

To order Water/Plumbing, please refer to the SHOWTECH portal linked through the [Service Order Forms Page](#).

14) PROPANE OR NATURAL GAS

Exhibitors wishing to display any equipment that is fueled by propane or natural gas must receive permission from the MTCC 30 days prior to show date. Download the Propane Cylinders, Butane & Natural

Gas Appliances permission form and submit as directed to the MTCC Safety Compliance Manager at FireSafetyReply@mtccc.com.

To complete the Propane Cylinders & Butane Permission Form, please refer to the Health & Safety section found on the [Service Order Forms Page](#).

Once approval has been granted, the exhibitor can then place their propane service order through the SHOWTECH portal linked through the [Service Order Forms Page](#).

NOTE: Natural gas is supplied via pairs of floor ports located throughout the show floor. Not all floorports have natural gas hookups. If you are interested in booking natural gas services through Showtech, but unsure if this service is available within your designated booth, please contact Melissa Lauzon at Melissa.Lauzon@informa.com.

15) CLEANING

Aisles and common areas within the show will be cleaned daily. Exhibitors are responsible for the appearance of their own booths. Exhibitors must make arrangements for all booth cleaning, and are required to use the janitorial services of the MTCC for all booth cleaning, including vacuuming of booths prior to show opening. Janitorial services (carpet shampooing, vacuuming, dusting, and garbage removal)

are available to order using the link below . **Please note, cleaning is an exclusive service provided by the MTCC and exhibitors cannot bring their own cleaning staff.**

At the end of the show, exhibitors are also responsible for removing all garbage and debris from their booth upon moving out of the MTCC. There will be a bulk garbage removal fee charged to the exhibiting company if this is not adhered to. This will be billed directly to the exhibitor, with payment due 30 days after the invoice is submitted.

To order Booth Cleaning, please refer to the MTCC portal linked through the [Service Order Forms Page](#).

16) OCCUPATIONAL HEALTH AND SAFETY

Exhibitors and their contractors must comply with the legislation contained in the Occupational Health & Safety Act (the green book) and its applicable regulations. **The Ministry of Labour has deemed the show floor a construction site during move-in and move-out.** As a result, there are three areas we will require your compliance on:

1. PERSONAL PROTECTIVE EQUIPMENT:

Anyone working or visiting the show floor during move-in and move-out regardless of their booth size or location on the show floor **MUST** wear the following:

- CSA approved hard hat (bicycle helmets are not allowed)
- CSA approved steel-toed safety shoes (look for the green triangular patch), toe caps are not allowed.
- High visibility vest

This requirement is mandatory, and you will not be permitted to enter the exhibitor halls without your hard hat, safety shoes and vest. This requirement will be strictly enforced until such time all of the construction activity throughout the exhibit hall has been completed. All other construction activity requiring the use of personal protective equipment such as safety glasses, gloves, fall protection, etc., will also be enforced.

Safety equipment can be found at the following locations (call ahead to be sure stock is available!):

- [Marks Work Wearhouse](#)
- [Canadian Tire](#)
- [Mr. Safety Shoes](#)

2. MINISTRY OF LABOUR FORM 016-1000E

All exhibitors are required to submit to us the completed Form 016-1000E (“Registration of Constructors and Employers Engaged in Construction”). The form is to be completed by the employer who is constructing or building the booth. If the exhibitor is using their own staff to build the booth then they would complete the form with their own company information. If the exhibitor has hired a third-party contractor, then the contractor must complete the form.

To complete the MANDATORY Form 016-1000E, please refer to the Health & Safety section on the [Service Order Forms Page](#).

3. HEALTH & SAFETY DECLARATION FORM

All exhibitors are required to submit the Health & Safety Declaration Form by the appropriate deadline.

To complete the MANDATORY Health & Safety Declaration Form, please refer to the Health & Safety section on the [Service Order Forms Page](#).



17) INSTALLATION

Construction and installation of displays must be confined within the exhibitor's booth space and is not permitted in the aisles. Construction that may cause disturbance or damage to other exhibits, such as strong paint fumes or excessive dust, is prohibited. The MTCC does not have collective agreements with labour, carpentry or painting unions, however, some work conducted in the exhibit hall must be performed or provided by Exclusive Suppliers only.

Stronco Show Services is able to provide install and dismantle labour; make arrangements via the Stronco Labour Order Form HERE.

Any exhibitor who plans to use an independent contractor(s) other than the IDS Official Suppliers must submit the Notice of Intent to Use Exhibitor Appointed Contractor (EAC) Form and a copy of the EAC's certificate of insurance by the appropriate deadline. The EAC must comply with the requirements and regulations listed on the form. EAC's **cannot** perform the work of Exclusive Suppliers.

To complete the Exhibitor-Appointed Contractor Form, please refer to the Health & Safety section on the Service Order Forms Page.

18) STORAGE

There is no complimentary storage at the MTCC during the show. Stronco Show Services will, if required, arrange for the removal and return of items needing storage (note, this is a paid service for which exhibitors are responsible unless they have booked the Material Handling services which includes storage of empty crates and pallets). All containers should be clearly marked with the exhibitor's name and booth number. Exhibitors who handle their own freight should complete the Stronco Storage Order Form below if they wish to arrange storage of empties or other material during the show. **NOTE:** exhibitors who have ordered Stronco Material Handling already have storage included with their order.

To order Storage & Material Handling, please refer to the Stronco portal linked through the [Service Order Forms Page](#).

19) SUSTAINABILITY

All exhibitors are encouraged to design installations that can be reused or upcycled by using sustainably sourced or creatively recycled materials. Below are items to consider when designing your booth:

- Consider the future use of your booth. You can save money and reduce environmental impact by re-using the whole, or elements of the booth – either by re-using it at the next IDS show, or in a showroom. Some exhibitors have used their booth to create furniture pieces.
- Specify local materials (locally manufactured and/or raw materials).
- Look out for materials with sustainability credentials, such as wood sustainably certified to the FSC or PEFC standards.

- Avoid using drywall. Plywood or wood framing would be a better-suited, impermanent wall option with a longer life span. However, if reuse is not intended and donation is not possible, drywall is a better solution as it can be recycled, whilst plywood cannot. Painted/treated wood is not recyclable and instead goes into landfill.
- Use rapidly renewable materials.
- Choose construction methods that allow components to be taken apart and reused or donated (i.e no adhesive).
- Floor covering is not mandatory – you can either not install any or plan for how to reuse it on a future project or across multiple events.
- Avoid materials like styrofoam/polystyrene, PVC, fiberglass and high-VOC paints.
- Choose the most sustainable option possible for your team’s journey to and from the event. Consider purchasing carbon offset credits for your team’s travel.
- Consolidate your shipments arriving at the facility.
- Are there things that you are doing within your business community to create a more sustainable industry?
- Are you involved in associations to help maintain good standards, work practices, promote industry recruitment and sustainable industry awareness?
- Communicate your sustainable initiatives onsite – Spread the word!

If you have any questions regarding your sustainable booth practices, please reach out. We would also love to hear what you are doing in your booth and in the industry community around you so we can share on social media. Contact Abby Calusin at Abby.Calusin@informa.com.



20) MTCC MATERIAL DONATION PROGRAM AND RECYCLING

The MTCC and IDS have partnered with Habitat for Humanity to donate items rather than throw them out or ship them back post-show. Items such as; promotional items, samples, furniture and booth display

materials. All of these items must be pre-approved by the MTCC to donate prior to the show opening. To get pre-approval and make arrangements for donations, please the Sustainability Team at donations@mtccc.com . Note: The process will require photos of all items, prior to approval.

The MTCC also has an aggressive waste reduction program in place in order to reduce landfill by recycling whenever possible.

ACCEPTABLE DONATION ITEMS (NEW OR SHOWROOM CONDITION)

- Appliances & electronics
- Windows & doors
- Sinks, tubs, shower heads, faucets & bathroom vanities
- Artificial flower arrangements – may be accepted if photos are first sent for approval
- Framed photos & pictures
- Lamps, light fixtures, ceiling fans and unopened packs of lightbulbs
- Hardwood flooring – minimum 200 sq. ft. of each style
- Tiles – minimum 100 sq. ft. of each design
- Carpet tiles – complete carpet size (disassembled and stacked on skids)
- Rugs
- Bathroom hardware (towel racks, doorknobs)

- Door hardware (locks, hinges, levers)
- Cabinets & shelving
- Furniture (dining room, bedroom, living room, patio)
- Countertops & backsplashes
- Home décor items (seasonal decorations, candles, vases, mirrors, flower pots)
- Building materials (plyboard, nails, screws, fasteners, tools)
- Paint & stain (up to 2,500 litres at one time)
- BBQ & grills
- Lawn & garden equipment
- Pillows and mattresses (unsoiled and in a mattress bag – can be provided if needed)

21) DISPLAY VEHICLES

Absolutely no vehicles of any description are allowed to be displayed on the Show floor except for those of the IDS Car Sponsor.

22) BALLOONS

Absolutely no balloons of any kind are permitted at IDS.

23) ANIMALS

Absolutely no animals are allowed to be used within exhibitor booths as display props. If you believe the animal is necessary to sell your product you must request permission from IDSOperations@informa.com.

NOTE: service animals are allowed into all the areas of our event that are open to the public.

24) INTERNET ACCESS

There is no complimentary WiFi access on the Show Floor. To order internet access, complete the MTCC Internet link below. Wireless Internet access for exhibitors includes unlimited wireless access for one computer or wireless device from anywhere within the Metro Toronto Convention Centre for the duration of the event. Access codes for additional computers or devices are available at a reduced cost. Wired Internet Access is also available. Show Management, exhibitors and attendees are prohibited from providing or

distributing any wired or wireless (including cellular-based and 3G/4G wireless access points) Internet access within the facility without permission from the MTCC. Any installations that have not been granted permission in advance will be subject to removal without compensation. Complimentary WiFi is available outside the exhibit halls in the lounge areas.

To order Internet, please refer to the MTCC portal linked through the [Service Order Forms Page](#).

25) FOOD & BEVERAGE SERVICE AND/OR SAMPLING

MTCC's catering department has exclusive food and beverage distribution rights within the Metro Toronto Convention Centre. **If unapproved food is brought into the MTCC it will be removed by the MTCC's Beverage Manager and/or security.**

IN-BOOTH CATERING

Exhibitors who wish to have food served from their booth during the Opening Night Party or at any other time during the show can make arrangements with the MTCC. If you wish to serve liquor to clients in your booth you can make arrangements with MTCC by submitting the Booth Catering Order Form below or by contacting at 416-585-8144 or catering@mtccc.com.

[IDS Catering Menu](#)

To order Catering, please refer to the MTCC portal linked through the [Service Order Forms Page](#).

FOOD AND/OR BEVERAGE SAMPLING

Exhibitors may distribute SAMPLE food and/or beverage products ONLY upon written authorization and adherence to ALL of the conditions outlined in the Authorization Request – Sample Food and/or Beverage Distribution Form.

To complete the Food Sample Request form, click [HERE](#).

LIQUOR

Alcohol is **not permitted** on the show floor unless purchased from the MTCC. **If Alcohol is brought into the MTCC it will be removed by the MTCC's Beverage Manager and/or security.** Any liquor bottles that are being used for display purposes must be empty. If you wish to serve liquor to clients in your booth you can make arrangements with the MTCC at 416-585-8144 or catering@mtccc.com.

26) DRONES AND REMOTELY PILOTED AIRCRAFT SYSTEMS (RPAS)

RPAS / drones may not be operated indoors at Metro Toronto Convention Centre without the facility's express consent. Please note that drones will not be allowed to fly over attendees within the venue. Exhibitors who wish to fly a drone within the convention centre must contact Melissa.Lauzon@informa.com to learn about insurance requirements and other regulations. The lead time to obtain the necessary

permissions and accepted policies from insurers can be lengthy, so exhibitors are encouraged to begin the process early.


27) DISMANTLING PROCEDURES


Immediately after the show closes at 5:00pm on Sunday, January 21, 2024 exhibitors will be permitted to begin dismantling their displays. **All empty crates and boxes will be returned by Monday morning at 7:00 AM.** Product is most vulnerable to loss during dismantling, and so never leave valuables unattended. The show's general security is merely a presence to inhibit theft. Every item, whether exhibit material, brochures or trash, belonging to exhibitors must be removed entirely from the MTCC by 8:00pm on Monday, January 22, 2024. Should any exhibitor fail to remove all property by the time stipulated, then the exhibitor shall indemnify Show Management in respect to any claim thereby occasioned. Show Management shall be entitled, but not obliged, to remove such materials belonging to the exhibitor, who shall be liable for all loss and costs incurred. Read more about move-out [HERE](#).


NOTE: Studio North, Prototype and The District exhibitors must move-out on Sunday, January 21 from 5:00pm-11:00pm.


**THE INTERIOR
DESIGN SHOW**

STAY CONNECTED

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[LinkedIn](#) 

[Instagram](#) 

[Facebook](#) 

[YouTube](#) 