

Welcome to **Exhibitor Essentials #6.** This newsletter series will highlight some of the important details you need to know as an exhibitor with IDS Vancouver 2023. The full IDS Vancouver 2023 Exhibitor Kit can be found <u>HERE</u>; the Kit will provide you with essential details regarding order forms & deadlines, booth display regulations, health & safety rules, marketing opportunities and much more. Please review the Exhibitor Kit thoroughly with your team in advance of the show; this website is your best tool when planning your company's participation in IDS Vancouver.

Missed our last email? Check out earlier Exhibitor Essentials newsletters <u>HERE</u>. If you would like someone from your team to be added to the list to receive these important updates from our team please contact <u>info@idsvancouver.com</u>

Phishing Notice

As we get closer to the start of the show, it's (unfortunately) not uncommon for IDS exhibitors to receive phishing emails offering to sell the fair's mailing lists. Please do not respond to these messages and be assured we would never offer our lists for sale.

We ask all exhibitors to please be mindful when opening and replying to communications surrounding the fair that are not from an email ending in **@informa.com** (and later you will be receiving ticket portal communications once it is launched from **@microspec.com**). Please don't hesitate to reach out to your account manager if you are ever uncertain about an email you received.

Complimentary Opening Night Party Tickets, Trade Day Passes & Weekend Tickets

As an IDS Exhibitor you will receive complimentary Opening Night Party tickets, Trade Day passes and Weekend tickets to distribute to your clients and contacts. An invitation email from MicroSpec Registration (the ticketing/registration company) with a custom link to your personal ticket/trade badge distribution portal has been sent. From there you will be able to distribute your allotment of complimentary passes to your network via email. This is a great way to take your company's visibility to the next level, and we strongly encourage you to take full advantage of this offering. Important note: passes MUST be distributed electronically to guests and cannot be held for pick up onsite at the Show.

Complimentary Ticket Info

Purchase Additional Exhibitor-Rate Tickets

Submit Your Images

IDS is a year-round resource to promote your brand. Our reach is vast, including print advertising, digital newsletters and our social media channels. We use your images and stories to generate compelling content. Send us your images, product launches, information on your commitment to sustainability or newsworthy info to be considered for inclusion in our marketing. Images must be highresolution and professionally shot. A variety of lifestyle and product shots are preferred. Please label individual images "CompanyName_DesignerName_ProductName". Click here to send your images.

Service Order Forms - Upcoming Early Bird Deadlines

Save as Much as 25% on Your Show Services by Booking Before the early bird deadline. To make your preparation for IDS Vancouver as effective and trouble-free as possible, please visit the Service Order Forms Page to take advantage of the Early Bird pricing from our Official Suppliers.

Attention: New Advance Warehouse Address

Due to unforeseen circumstances a change to the Advance Warehouse address has been arranged for the upcoming IDS Vancouver show. Please find below the new Advance Warehouse address.

If shipments have already been sent to the previous location located in Burnaby, PLEASE BE SURE to reach out to your carrier and have your shipment redirected to the new Advance Warehouse address.

We thank you for your attention to this matter. If you have any questions or concerns, please feel free to contact us at <u>operations@levyshow.com</u>. Click <u>HERE</u> to arrange Advance Warehousing with Levy.

UPDATED ADVANCE WAREHOUSE ADDRESS:

Liberate Logistics c/o Levy Show Service Inc. 2441 United Blvd. Coquitlam, BC. V3K 6A8 To arrange services please refer to the respective official supplier portals in the Service Order Forms page of the Exhibitor Kit.

See Exhibitor Kit

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