Unit #115 – 2325 Peardonville Road, Abbotsford, BC
V2T 6J8
Tel: (604) 851-0224
Email: abbotsford@globalconvention.ca

ADVANCE DEADLINE: **September 25, 2026**
ORDERING DEADLINE: **October 13, 2026**

Method of Payment

EVENT NAME Abbotsford National Franchise Show 2026 **DATES** October 17-18, 2026

Exhibiting Company Billing Information

Exhibiting Company: ______________________ **Booth #**
Exhibiting Company Billing Address: ______________________

City / Province / Postal Code: ______________________
Contact Name: ______________________
Telephone: __________ Fax: __________ Email: __________

Third Party Company Information *** If Applicable ***

Third Party Company Name: ______________________
Third Party Billing Address: ______________________

City / Province / Postal Code: ______________________
Contact Name: ______________________
Telephone: __________ Fax: __________ Email: __________

Services to be invoiced to Third Party Company

- ☐ All Global Services
- ☐ Furnishings
- ☐ Carpet, Plastic, Padding
- ☐ Booth Cleaning
- ☐ Hardwall Displays
- ☐ Signage
- ☐ Material Handling
- ☐ Display I & D Labour
- ☐ In-Booth Forklift
- ☐ Other__________

INFORMATION

- * Payment must accompany order. Order will not be processed without payment.
- * Advance pricing available until the date specified on order forms and when accompanied with payment.
- * Global reserves the right to invoice at retail prices on orders received after pre-show deadline.
- * Prices are based on duration of event and include site delivery, installation, and removal.
- * *Prices are in Canadian funds.*
- * Exhibitors are responsible for damage or loss of rental material.

CANCELLATION OF ORDERS

- * Cancellation of equipment, or orders, prior to Global set up - subject to a 25% cancellation fee.
- * If full service has been provided - subject to a 100% cancellation fee (no refund).
- * **Upon arrival to your booth for set up**, confirm that all items pre-ordered have been delivered to your booth.
  Notify the Global Service Desk immediately for any missing items.
  NOTE: Refunds will not be issued post-show if missing item(s) were not reported to Global Service Desk.

PAYMENT INFORMATION

ORDERS WILL NOT BE PROCESSED WITHOUT PAYMENT

☐ **BANK TRANSFER & E-TRANSFERS**
- * Send e-transfers to: accounting@globalconvention.ca *Include Exhibiting Company name, quote # and/or event name in memo.*
- * Contact office for Bank Transfer details
- * Customers are responsible for any bank processing fees

☐ **CREDIT CARD**
For your convenience, we will use this authorization to charge your credit card account for your advance orders, and any additional amounts amounts incurred as a result of show site orders placed by your representative. These charges include labour & material handling services.

*** A VALID CREDIT CARD TO BE KEPT ON FILE MUST BE PROVIDED FOR ALL MATERIAL HANDLING, LABOUR, AND FORKLIFT ORDERS.**

PAYMENT INFORMATION

Purchase Order # (if applicable) ______________________
(P.O. is for vendor's reference only. Payment must accompany order.)

1. ***A quote for your order will be submitted via email which will contain a secure pay link to make payment by credit card.***
2. ***All orders must be paid in full at time order is placed to secure your order.***
3. ***All requests for material handling, forklift services, or labour must be paid in advance. In addition, the client must provide a valid credit card to be kept on file prior to the provision of such services. By providing a credit card the client authorizes charges for any applicable overages, additional services, time extensions, equipment usage, labour, or other adjustments incurred in connection with the services provided.***
4. ***All other required fields on this payment form must be completed in full.***

Tables, Seating & Drape	$
Accessories & Counters	$
Carpet & Booth Cleaning	$
Hardwall Displays	$
Signage & Graphics	$
Material Handling	$
I & D Labour	$
In-Booth Forklift	$
Sub-Total of Items	**$**
5% GST (on sub-total)	**$**
7% PST (on sub-total)	**$**
TOTAL ORDER (CDN)	**$**

By signing below, you acknowledge and agree to the above terms and conditions, as well as all terms contained within this exhibitor kit.

SIGNATURE ______________________
Copy of paid invoice sent to (if different from above contact):
Email ______________________

GST # 12259 9822 RT0001

Payment must be submitted with order forms. Send completed forms to abbotsford@globalconvention.ca