



6693 30th Street SE, Calgary, AB, T2C 1N6
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ADVANCE DEADLINE: September 15, 2026
ORDERING DEADLINE: September 29, 2026

Method of Payment

EVENT NAME 2026 Calgary Franchise Show **DATES** October 3-4, 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 | ☐ Booth Cleaning | ☐ Material Handling |
| ☐ Furnishings | ☐ Hardwall Displays | ☐ Other _____ |
| ☐ Carpet, Plastic, Padding | ☐ Signage | |

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 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.)

- A quote for your order will be submitted via email which will contain a secure pay link to make payment by credit card.**
- All orders must be paid in full at time order is placed to secure your order.**
- 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.**
- All other required fields on this payment form must be completed in full.**

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 _____

Tables, Seating & Drape	\$	_____
Accessories & Counters	\$	_____
Carpet & Booth Cleaning	\$	_____
Hardwall Displays	\$	_____
Signage & Graphics	\$	_____
Material Handling	\$	_____

Sub-Total of Items	\$	_____
5% GST (on sub-total)	\$	_____
TOTAL ORDER (CDN)	\$	_____

GST # 12259 9822 RT0001

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

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