



CropConnect
Conference

CropConnect Conference 2024
Victoria Inn Hotel and Convention Centre
1808 Wellington Avenue
Winnipeg, Manitoba R3H 0G3

February 14-15, 2024

Exhibitor Information Package

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Welcome Back

Please join us for CropConnect 2024 at the Victoria Inn and Convention Centre in Winnipeg on February 14-15, 2024

We appreciate your ongoing support, and we are very excited to see you in February. We have missed the connection and learning, that events like this bring to the agriculture community and we look forward to getting together again.

About the Conference

The CropConnect Conference (CCC) is **the** premier crop production event in Manitoba. Our annual conference provides members of Manitoba's grower commodity groups with outstanding educational and networking opportunities to enhance their farm operations. The CCC also includes the host groups Annual General Meetings.

Any questions regarding sponsorship, exhibitor booth or the conference can be directed to Elena Gagliardi at:

Elena Gagliardi
Lead Project Manager
For CropConnect 2024
E: elena@cropconnectconference.ca
T: 204-995-8997

We look forward to your participation in this exciting event, and to welcoming you in Winnipeg in February 2024.

EXHIBITOR INFORMATION

As part of the CropConnect Conference exhibit floor, you have a unique opportunity to engage with growers and industry partners from all over the province. The exhibit floor is the ideal place to invite current and potential customers to network with your team.

For your convenience, the CropConnect Conference Committee has outlined key information:

Location:

Victoria Inn Hotel and Convention Centre
1808 Wellington Avenue
Winnipeg, Manitoba R3H 0G3
Exhibit Location: North Centennial Ballroom

Booth Details:

- Our exhibitor floor plan can be found on our [conference website](#)
- Booth dimensions are 10 feet wide by 8 feet deep.
- 10' high back wall and 3' high side wall in black drape.
- One 6-foot table with 2 folding chairs
- Complimentary wireless internet
- 1 Electrical outlet
- Lunch and nutrition breaks
- All contents of your booth must be contained to the allocated space.
- All exhibits must be contained within the allocated space and cannot be over 11' 6" high.
- Exhibit booths will be allocated by the Trade Show Committee on a first come, first serve basis. Exhibitor Gold Sponsor levels will receive preferred location placement determined by the committee.
- For all booth types, displays are to be contained in the assigned contracted space(s) and shall not interfere with neighbouring exhibitors.
- Exhibitor booth purchases are limited to one (1) per company. Only Exhibitor Gold Sponsor will be permitted to have two side-by-side booth displays on the exhibit floor.

Note: Floor plan is subject to change. A final floor plan will be provided once registration closes on Friday January 12, 2024

Exhibit Ingress:

Tuesday February 13, 2024

- Ingress will run between 1:00 p.m. - 6:00 p.m.

Exhibit Egress:

Thursday February 15, 2024

- Egress will run between 3:30 p.m. – 6:30 p.m.

Exhibitors can begin display removal after the last exhibitor break on February 15 at 3:30 p.m. Any booths not removed by 6:30 p.m. will be dismantled and stored by Central Display at the cost of the exhibitor. Exhibitors must contact Central Display directly for the return of their displays. Dismantling of the displays prior to the official removal time is not permitted. The CropConnect Conference is designed to ensure all attendees can network with all exhibitors during the conference.

Shipping & Receiving:

Exhibitors wishing to send their items ahead of the conference will need to make arrangements with Central Display who will be offering their services for an additional fee, their package can be found here: [Central Display Exhibitor Package](#)

Should you use their services; they will ensure your items are waiting at your booth on February 14. Alternatively, you can bring items with you when you arrive for ingress.

For companies using an **alternate service provider** to ship and setup their display booth and items **must adhere to the ingress and egress times listed above**. For security reasons access to exhibit floor past these times will not be permitted.

The Victoria Inn Hotel and Convention Centre will accept deliveries **no earlier** than 48 hours in advance of the conference and must be removed no later than 24 hours following the conference. Each exhibitor will be responsible for making their own arrangements for delivery and pick up of all items.

Shipping Details are:

Victoria Inn Hotel & Convention Centre

1808 Wellington Ave
Winnipeg MB, R3H 0G3

Attention: CropConnect Conference February 14-15, 2024

Please make sure that your company name and booth number are CLEARLY identified on all deliveries. If you have more than one box, then please make sure that this is clearly identified on all boxes.

Service Provider:

Central Display Ltd. is the CropConnect Conference, exclusive service provider. Additional materials can be purchased with Central Display Ltd. Directly, their exhibitor package can be found here: [Central Display Exhibitor Package](#)

Note: Your booth location will be provided 2 weeks prior to the event and is not required to secure any items from Central Display.

Electrical:

Each exhibitor will receive 1 power source at their exhibit booth. Vendors requiring additional electrical services will need to make arrangements directly with Central Display LTD.

Please complete the order form found here: [Central Display Exhibitor Package](#)

Internet:

Complimentary wireless internet is provided by the Victoria Inn Hotel and Convention Centre.

Insurance:

The Exhibitor must have sufficient public liability insurance extended to cover participation in the Show. The Exhibitor shall obtain and maintain in force for the period beginning with the move-in and ending after the move-out of the Victoria Inn Hotel and Convention Centre, third party public liability insurance in an amount of not less than One Million Dollars (\$1,000,000.00) per occurrence and shall designate CropConnect Conference as an additional insured under such insurance. A certificate of said insurance must be delivered sent to elena@cropconnectconference.ca upon approval.

Draws & Giveaways:

Draws and prizes are welcome. It will be your responsibility to contact door prize winners from your booth.

Additional Items and Costs:

Exhibitors requiring additional support or equipment must make arrangements directly with Central Display LTD. Please visit www.centraldisplay.ca or contact them at 204-237-3367. You can also complete the online order form found here: [Central Display Exhibitor Package](#)

Use of the Victoria Inn forklift or to store empty crates will be subject to fees, for details on fees please contact Amie Haldane Wilson at amiew@vicinn.com.

Removal and cleanup of all transportation crates is the responsibility of the vendor or transportation company and may be subject to fees.

CONFERENCE INFORMATION

Conference Agenda and Registration:

Conference registration will begin at 7:30 a.m. on February 14 and February 15. Exhibitors should arrive no later than 7:15 a.m.

A complete agenda of the conference can be found on the CropConnect website at www.cropconnectconference.ca or in your program that will be provided to each exhibitor at check in.

ACCOMMODATION INFORMATION

The Victoria Inn Hotel and Convention Centre is the official hotel for the 2024 CropConnect Conference.

Before booking your guestroom, please review the following information.

- Conference rate of **\$138.00** plus taxes per night for a standard room
- Conference rate is available for: February 13-15, 2024.
- Upgraded rooms are available at a discounted rate.
- Book before January 14, 2024, to qualify for the conference rate.
- Reservations can be made by contacting the hotel directly at 204-786-4801 or toll-free at 1-877-VIC-INNS and using the event code #278282 or CropConnect Conference.

PAYMENT INFORMATION:

Payment:

All funds must be received by **January 12**. Sponsorship and/or exhibitor benefits will not be fulfilled until funds are received. Full payment must accompany registration submitted through our online registration system. **Registration will be honoured as of the date it was processed.**

For payment by cheque, please make payable to: CropConnect Conference Inc.

Cheques can be mailed to:

CropConnect

Box 188

38-4th Avenue NE

Carman, Manitoba R0G 0J0

Attention: Melissa Denys

For EFT/Direct Deposit, please send your request to: elena@cropconnectconference.ca

Refund and Cancellation Policy:

All refunds are subject to a 25% holdback. Please refer to the confirmation of registration email for complete details. The deadline to receive a partial refund is **Friday January 12**. Attendees and booth exhibitors can contact **Elena Gagliardi at elena@cropconnectconference.ca** for refund information.

ADDITIONAL INFORMATION

Registration Desk:

There will be a registration/information desks located on at the Southeast entrance of the hotel on the following days:

- Tuesday February 13 from 1:00 p.m. – 6:00 p.m.
- Wednesday February 14 from 7:00 a.m. – 4:00 p.m.
- Thursday February 15 from 7:00 a.m. – 4:00 p.m.

All exhibitors must check in when they arrive.

Name Badges:

Name badges will be distributed at the registration/information desk as noted above. All exhibitors are required to wear name badges so that you can easily be identified.

Persons without name badges will not be permitted access to the exhibit floor or conference.

To register your representative at your booth please contact Elena Gagliardi at elena@cropconnectconference.ca no later than **Friday January 5, 2024.**

Additional Exhibitor Passes:

In an effort to maximize the farmer and grower attendance, exhibitor/industry passes have been limited to:

- **Exhibitor Gold Sponsors: 4**, 2-day exhibitor representatives.
- **Exhibitor Bronze Sponsors: 2**, 2-day exhibitor representatives.
- **Exhibitor Floor Booth: 2**, 2-day exhibitor representatives.

Additional industry passes can be purchased online at www.cropconnectconference.ca.

Banquet Tickets:

The banquet will take place on Wednesday, February 14, from 6:00 pm to 9:00 pm in the Centennial South room. Banquet tickets are \$75.00 each and can be purchased online on **October 24, 2023**. Tickets are limited so book early.

Please note that sponsorship and registration packages do not include banquet tickets, so please book them separately if you plan to attend.

Delegate Bag Insert: All Gold Exhibitor Sponsors can include one paper insert in the attendee swag bag (physical items may be accepted with prior committee approval). Additional inserts can be purchased online at www.cropconnectconference.ca at a cost of \$250.00.

Items must be pre-approved by the CropConnect Conference committee. Deadline for inserts is **Friday January 12, 2024.**

Parking:

The Victoria Inn Hotel and Convention Centre offers outdoor complimentary parking for all attendees.

Safety and Security:

All invitations to exhibit that are accepted have been done so on the understanding that:

- Exhibits will conform to all fire codes and regulations.
- All space between curtain backgrounds and the facility wall must be left accessible and cannot be used for storage.
- Non-smoking rules will be adhered to. Smoking is to be in designated areas only.
- Exhibitors are responsible to take every precaution against damage, loss or theft for the duration of the event. This includes booth setup and removal times.
- Areas that can be locked will be locked after tradeshow hours outlined above.
- After Trade Show hours, the Victoria Inn Hotel and Convention Centre will be accessible only to employees and designated CropConnect Committee members. All of the Exhibitor's property shall be at the sole risk of the Exhibitor.
- CropConnect Conference and the Victoria Inn Hotel and Convention Centre assumes no responsibility for loss or damage. Exhibitors shall assume all responsibility for all loss or damage to its property.