

MHA SHOW MRFA

Exhibitor Information

Shipping and Receiving

All shipments sent to the hotel will only be received if they contain the following shipping information.

TO: Victoria Inn Hotel and Convention Centre

1808 Wellington Avenue, Winnipeg, Manitoba R3H 0G3

C/O: (October 23, 2018) MHA & MRFA Tradeshow. [#] of [#] boxes

The hotel will not:

- Receive items prior to Sunday October 21, 2018.
- Assume any responsibility for the damage or loss of any merchandise.
- Assume responsibility for articles left in the hotel before, during or after your function, unless prior arrangements have been made.

Due to limited space, all items must be removed immediately at the end of the show, Tuesday, October 23, 2018. Any items left will be subject to a storage fee or will be discarded.

The client must:

- Notify the shipper that it is their responsibility to load and unload all items in the hotel. All items that are too large to be removed by hand may require a power tailgate or forklift access. The Victoria Inn Hotel and Convention Centre is not equipped with a loading dock.
- Make all necessary arrangements for pick up by completing all appropriate documents in their entirety i.e. bills of landing, customs etc.

Use of the hotel forklift is available at \$50.00 per hour. All deliveries must be arranged in advance. Please contact sales department at sales@vicinn.com.

Deliveries will not be accepted between 11:30am – 1:00pm.

Preferred Suppliers

The Victoria Inn Hotel and Convention Centre has appointed the following companies as our preferred suppliers. Our sales team would be happy to contact them for you or you can reach them directly at:

Central Display Service (204) 237-3367

Evolution Presentation Technologies (204) 594-3010

Should you wish to provide an alternate supplier a fee will apply.

