

Together We Care

Ontario Long Term Care & Ontario Retirement Communities Associations'
Annual Convention & Trade Show

April 9–11, 2018 | Toronto Congress Centre

The Ontario Long Term Care Association (OLTCA) and Ontario Retirement Communities Association (ORCA) are proud to host the 2018 *Together We Care* Annual Convention, the largest of its kind in Canada, and greatly appreciate your participation!

The information provided below will help you get ready for the show prior to your arrival. Please read through the information carefully. Any questions regarding the show should be directed to Rebecca Darling @ 519-263-6001 or rebecca@bayleygroup.com.

EXHIBIT HALL HOURS:

Exhibitor Move-In:

Monday, April 9th - 1:00pm - 8:00pm
(small items can be moved in Tuesday morning from 8am – 10:30am)

Exhibit Hall Open:

Tuesday, April 10th – 11:00am – 5:30pm
Happy Hour in exhibit hall (4:30pm - 5:30pm)
**all exhibitors & delegates welcome*

Wednesday, April 11th – 10:00am – 2:00pm
****Tear-Down to follow, must be out by 6:00pm**

SHOW VENUE:

Toronto Congress Centre
650 Dixon Rd,
Toronto, ON M9W 1J1
Tel: (416) 245-5000

Exhibitors are encouraged to have lunch at 11:00 am before the delegate lunch, there is no breakfast provided for exhibitors.

EXHIBITOR DETAILS:

Two exhibitor passes are included per 10x10 booth

Exhibitor Passes Include:

- Lunch both days
- Tuesday Happy Hour

**Any additional badges & tickets can be ordered using the "Modify" button in your confirmation email. For assistance, please call 519-263-5050.*

Additional Badges/Tickets:

- Both Days (Tues & Wed): \$200
- Tuesday Only: \$150
- Wednesday Only: \$75
- Tuesday Night Dinner: \$145
- Monday Leadership Dinner: \$195

If you are **displaying a vehicle in your booth at TWC**, please advise Freeman Show Services, and they will give you an arrival time for set up.

BOOTH DETAILS:

Booth space includes:

- 8' high drape and 3' high side drape (black)
- Floor is concrete (booths are not carpeted, only aisles – 'tuxedo style')
- Ceiling height is 16'
- **All additional items (carpet, furnishings, hydro, internet, etc.) should be ordered directly suppliers.**

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Items **NOT** included in booth rental must be ordered directly through the following suppliers:

Click on the **blue** text below to access the service forms.

Additional Service(s)	Supplier	Order Deadline	Discounted Pricing Deadline
Computer & Audio-Visual Equipment Form	Freeman AV	On-site	March 19, 2018
Power & Lighting Form Order On-Line	Showtech (to order online you need to set up a password/username)	On-site	March 26, 2018
Booth Carpet, Booth Furniture, Material Handling, Advance Warehouse, Storage	Freeman www.freemanco.com/store	March 26, 2018	March 19, 2018
Lead Retrieval Form Online Event Code: TWCC0418E	Conexsys www.conexsysleads.com	On-site	March 29, 2018
Internet Access (pg. 74)	Freeman AV	On-site	March 19, 2018
Exhibitor Food Sampling Form	Toronto Congress Centre	All exhibitors who wish to dispense food samples at TCC must submit this form in advance of the Event.	
TCC (Venue) Services			
Rules & Regulations	It is your responsibility to ensure you are familiar with all of the Rules & Regulations for exhibiting at TWC 2018 . Marshals will routinely check exhibits prior to opening and throughout the show.		

HOTEL DETAILS:

Delta Hotels Toronto Airport & Conference Centre

655 Dixon Road Toronto Ontario M9W 1J3 Canada

Call 1.888.236.2427

www.marriottdeltaairport.com/

Reservations can be made by telephone or by using this [LINK](#)

Parking – \$16 per day for registered guests.

A special rate of \$169.00 per double room has been reserved. Please be sure to reference "TWC 2018" and make your reservations **BEFORE midnight of Friday, March 9, 2018** to receive the special rate.

SHUTTLE service will be every 15 minutes from the Delta hotel to TCC.

Radisson Suite Hotel Toronto Airport

640 Dixon Road, Toronto, ON – M9W 1J1

Call 1.800.333.3333

www.radisson.com/Toronto-Airport

Reservations can be made by telephone or by using this [LINK](#)

Parking – \$14 per day for registered guests.

Special rates have been reserved:
Superior King Suite – \$173
Superior Queen Suite – \$185
Business Class Suite – \$195
Be sure to reference "TWC 2018" and make your reservations **BEFORE midnight of Wednesday, March 7, 2018** to receive the special rate.