SALON DU VR DE QUÉBEC

EXHIBITOR'S MANUAL « *SMALL AREA* » - QUEBEC 2026

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Organisé par ACVRQ ASSOCIATION DES COMMERÇANTS DE VÉHICULES RÉCRÉATIFS DU QUÉBEC

En collaboration avec orbite SERVICES D'ASSURANCES

GENERAL INFORMATION

PROMOTER'S INFORMATION

PROMOTER

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CONTACT US

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GENERAL INFORMATION

OPENING HOURS

RV SHOW SCHEDULE

Thursday, April 9th, 2026	10 am to 8 pm
Friday, April 10th, 2026	10 am to 8 pm
Saturday, April 11th, 2026	9 am to 7 pm
Sunday, April 12th, 2026	9 am to 5 pm

GENERAL INFORMATION

DELIVERY ADDRESS AND EXPEDITION

Name of the exhibitor :
Booth number:
2026 Québec RV Show
Centre de foires - ExpoCité
2000, rue de l'Exposition
Québec, QC G1L 0B7

Please write this information on your **boxes and/or skids**
Delivery April 7th / 8th

NOTICE AND INSTRUCTIONS

ACCESS TO THE EXHIBITION

YOU MUST WEAR YOUR BADGE AT ALL TIMES.
Any work or maintenance of the booth must be done in the time set aside prior to opening the Show to the public.
For security reasons, all exhibitors and their personnel must leave the premises immediately following the departure of the public.
THE PRESENCE OF CHILDREN UNDER THE AGE OF 16 ON THE SITE DURING SET-UP AND DISMANTLING IS STRICTLY FORBIDDEN.

PAYMENT OF ACCOUNTS

Exhibitors must respect the terms of payment indicated on the approved contract. Exhibitors will receive their accreditation cards and will be admitted to the exhibition site only if they have acquitted the amount due to *Momentum Événements* in total.

INSURANCE

Momentum Événements will in no way be held responsible for accidents or injuries to persons in the booths, nor for loss or damage to products or booths caused by fire, theft or any other reason. *Momentum Événements* requires exhibitors to provide proof of insurance valid for the duration of the Show. Exhibitors are required to obtain, at their expense, a multi-risk policy. Exhibitor must have during the entire show a general responsibility insurance with a civil responsibility of two million dollars ($2.000.000.000). Additionally, every exhibitor should have theft insurance. In the case of accident or theft, exhibitors are required to submit a report to Show Management within 24 hours of the incident.

ATTITUDE, BEHAVIOUR AND RESPECT

Exhibitors are responsible for their personnel and their behaviour and attitude. In order to maintain the smooth operation of the show, any person considered violent, aggressive, unpleasant or undesirable may be expelled from the exhibition site. No excesses will be tolerated toward exhibitors, visitors or the personnel of the promoter.

The show's management team and its affiliates reserve the right to refuse access to the Exhibition hall to any visitor, exhibitor or exhibitor's employee judged by Show management to be, undesirable, drunk or that he or she hampers the Show's smooth progress.

NOISE

Municipal regulations command limits on noise level in commercial venues. Show Management reserves the right to demand of exhibitors that they respect the acceptable noise level of 85 decibels at 5 meters from the source in order to maintain good relations with neighbours. The use of microphones is subject to the approval of Show Management.

BADGES

The number of badges is determined according to your contract. You will receive them during your move in. Fees will be charged for additional badge(s) - see page 7. The badge remains the property of *Momentum Événements*, and any illegal or fraudulent use of it may result in immediate expulsion from the Show site.

NOTICE AND INSTRUCTION (continued)

CONTESTS

Promotions and contests organized by exhibitors must not bind *Momentum Événements* in any way. Please note that contests must be authorized by *Momentum Événements*.

CONSTRUCTION AND SAFETY STANDARDS

The set-up and dismantling of an exhibition is considered as a construction site under the law. Consequently, safety shoes, safety glasses, helmets and safety harnesses are strongly recommended for certain situations and mandatory for others. To learn more: ***http://www.cnesst.gouv.qc.ca/Pages/accueil.aspx***

COOKING OF FOOD AND FOOD PRODUCTS

Exhibitors who wish to cook food in their booth must submit a written request to Show Management detailing the nature of the product and the cooking equipment used and how often. ExpoCite has energy supplies adapted to different needs (see Exhibitors' "Venue Regulations – ExpoCite" section on the website) please note that it is strictly forbidden to distribute food or beverages without written approval of Show Management.

ELECTRICITY

Exhibitors must meet all safety requirements. Solotech official supplier, will provide electricity if the exhibitor's installations are in accordance to the building regulations and codes.

- Electrical connections are standard North American outlets, that is, junction coupling.
- Exhibitors are responsible for supplying all adaptors required for the proper functioning of their electrical equipment.
- It is strictly forbidden to plug into the electrical outlets of neighbouring booths or to the permanent outlets of the building.
- Exhibitors are responsible for ordering their own electrical connections through ExpoCite (order forms available in the Exhibitors' "Supplier Order Forms" section on the website)

STORAGE

All shipping and packing materials must be removed from the booths. Storage of cardboard boxes or other containers around or behind the booth during the exhibition is **strictly forbidden** by fire regulations. Exhibitors who do not respect this rule may be liable to fines.

MAINTENANCE AND CLEANING OF BOOTHS

Booths must be cleaned each day before the Show is opened to the public. Garbage must be placed in the aisle in front of the booth at the end of each day to be collected by the exhibition hall's cleaning service.

PRESENCE AT THE BOOTHS

Exhibitors are to have personnel in their booths during all opening hours of the Show.

NOTICE AND INSTRUCTION (continued)

SECURITY

The show's management team maintains a permanent basic security service throughout the exhibition. Please note that the security service will not be available during the set-up and dismantling periods. *Momentum Événements* will not be held responsible for any loss or damage. Exhibitors must take all precautions to protect their material and safety inside and around their booths.

EXCLUSIVE SERVICES

Various services are offered exclusively by the *Momentum Événements* or by the exhibition hall suppliers. Exhibitors are required to fill-out order forms for each of the following services: handling, hanging, electricity, plumbing (water and sewer), compressed air, catering, telephone and cleaning. (See Exhibitors' "Supplier Order Forms" section on the website)

USE OF SPACE

- The exhibitor must not use more than the space rented for his activities. Any part of the kiosk on the exhibition site must not exceed 8 feet in height over the entire surface and 3 to 4 feet on the sides, as the right of view is obligatory for the respect of your neighbors.
- The use of space is strictly reserved for the exhibitor and it cannot be assigned in whole or in part, any activities or exposures occurring in the space leased to a third party, or otherwise allow the participation of a third therein, without the prior express written consent of the promoter.
- The promoter reserves the right to relocate the leased space as it deems appropriate in its sole discretion, for the benefit of the exposure.

FLOOR COVERING

- Floor covering is **mandatory** and is included in the price of your booth.

- **Long hair grass carpet and puzzle carpet are prohibited by the Fire Department.**

The adhesive tapes that must be used are the following:

- **Floor covering:**

- ECHOtape #CL-W6033 (adhesive tape for cloths)
- ECHOtape #DC-W188F (double face tape for rugs)
- 3M #6910 (Gaffers Tape)
- ULINE #S-21257 (Gaffers Tape)
- Entertainement Industry Tape – Gaffers Tape

- **Wall covering:**

- 3M #7220 (wall strips)

CHECKLIST

TO BE RETURNED BY EMAIL jdupuis@acvrq.com / kthibault@acvrq.com

- ❑ BADGES (before March 25th, 2026
- ❑ PARKING TICKETS (if needed)

FORMS TO RETURN TO VARIOUS SUPPLIERS
HIGHER COSTS WILL APPLY AFTER DEADLINE DATES.

Services	Company
❑ Booth and furniture rental Cleaning	GES* Pre-order date : **March 24th**
❑ Electricity, plumbing, handling	Solotech* Pre-order date : **March 23rd**
❑ Food & Beverage services	La Cage Traiteur événementiel*
❑ Telecoms and Internet Manutention,	ExpoCité* Pre-order date : **March 23rd**
❑ Hotel	Hôtels et suites Normandin Pre-order date : **April 1st**
❑ Hotel	Hotel le Dauphin Pre-order date : **March 6th**

**** EXCLUSIVE SUPPLIERS***

SUPPLIERS DIRECTORY

SERVICES	CONTACT(S)	NUMÉRO(S)
❑ BOOTH RENTAL ❑ FURNITURE RENTAL ❑ CLEANING	**GES** serviceinfo@ges.com https://ordering.ges.com/CA-00070152#	**Tél.:** 514 367-4848 (Order online only)
❑ HANGING ❑ PLUMBING ❑ ELECTRICITY	**Solotech** cdf@solotech.com https://solotech-cdf.com/en-ca/	**Tél.:** 1-866-992-9466 (Order online only)
❑ TELECOMS ET INTERNET ❑ HANDLING	**ExpoCite** https://commande.expocite.com/en/products/Salon-du-VR-9-au-12-avril-2026-c138396782	**Tél. :** 418 691-7110 (Order online only)
❑ CATERING	**La Cage Traiteur événementiel**	**Tél.:** 418-691-7110 #2400
❑ HOTEL	**Hôtel et Suites Normandin**	**Tél.:** 1-800-463-6721
❑ HOTEL	**Hôtel le Dauphin**	**Tél.: 1-800-668-5911**
❑ CUSTOMS ❑ SHIPPING ❑ TRANSPORTATION	**NALSI**	**Tel.:** 514-868-6650

ADDITIONAL BADGES

The number of accreditation cards provided for in the contract is not enough?
You can obtain additional cards at the preferential price of **$10* each** (taxes included).

Company:	Date :	Booth #:
Requested by (Booth representative):	Telephone : ( )	
Signature:	Email:	

Our representatives will pick up their accreditation cards at the accreditation office.
Please provide the names of the representatives. Accreditation cards must be paid for in advance.

Quantity: _____X 10$ (taxes included) =_____$

« FULL PAYMENT MUST ACCOMPANY YOUR ORDER »

Payment method: ☐ **Check (*Momentum Événements*)**

☐ Visa ☐ MasterCard

Card number:_____ Exp. Date: _____ CVC : _____

Cardholder name: _____

Cardholder signature: _____

FORM TO RETURN BY EMAIL : jdupuis@acvrq.com

* Prices are subject to change without prior notice

NOTICE AND INSTRUCTION (continued)

The Centre de Foires has daily parking tickets for exhibitors at a cost of $10. They are valid for any day from April 9 to 12, 2026. These tickets allow you to enter and exit on the same day (unlike the $15 tickets which are only valid for one entry without the possibility of returning).

If you want a parking pass for the entire show for one car, you will need to purchase 4 tickets.

Il you are interested in the parking tickets, you must reserve them with this form and return it to kthibault@acvrq.com. It will be possible to add more on site.

Parking tickets will be available at the promoter's office (to the left of the visitor entrance) during the move-in and at any time during the opening hours.

Name of the company: _____

Name of the person in charge _____

cell phone : _____

Number of parking ticket: _____

CREDIT CARD ONLY ON SITE