

WestJet 2017 Travel Trade Expos

EXHIBITOR KIT

ST. JOHN'S | HALIFAX | MONCTON | OTTAWA | KITCHENER
WINNIPEG | REGINA | SASKATOON | LANGLEY | PARKSVILLE

Shipping information

Shipping of event materials are managed by you. If you need to ship any items to the venues, please note the below instructions. Please also note, material handling is not included. Items which exceed 20lb will be subject to charges billed to you:

East	Central & West
<p>St. John's Maximum advance storage: 7 business days Ship to: Jill Ring c/o WestJet Event <i>(your business name)</i> 180 Portugal Cove Road, St. John's, Newfoundland A1B 2N2</p>	<p>Winnipeg Maximum advance storage: 4 business days Ship to: Use shipping label</p>
<p>Halifax Maximum advance storage: 4 business days Ship to: Use shipping label</p>	<p>Regina Maximum advance storage: 2 business days (\$2/box) Ship to: Hotel Saskatchewan Audrey Shing <i>c/o your company name or convention</i> 2125 Victoria Ave Regina, SK S4P 0S3</p>
<p>Moncton Maximum advance storage: 2 business days Ship to: Julie Sarrazin c/o WestJet Event <i>(your business name)</i> 40 Lady Ada Blvd Moncton, New Brunswick E1G 0E3</p>	<p>Saskatoon Maximum advance storage: 2 business days (\$2/box) Ship to: Delta Bessborough - Shipping Receiving <i>c/o your company name or convention, on-site contact, date of function</i> 601 Spadina Crescent East Saskatoon, SK S7K 3G8</p>
<p>Ottawa Not available, please ship to your hotel or bring via luggage</p>	<p>Langley Maximum advance storage: 3 business days Ship to: Sandman Signature Langley ATT: Ciara Marasigan Event: WestJet, Willoughby Room 8828 201 St Langley, BC V2Y 0C8</p>
<p>Kitchener Maximum advance storage: 2 business days (\$2/box) Ship to: Cambridge Mill - WestJet event Amanda Babcock c/o <i>your company name</i> 4 Parkhill Road Cambridge, ON N1R 1P1</p>	<p>Parksville Maximum advance storage: 2 business days Ship to: Beach Club Resort Jennifer Strawson c/o <i>your company name</i> WestJet event, October 4 181 BEACHSIDE DRIVE PARKSVILLE BC, V9P 2H5</p>



Shipped From: _____
Company: _____
Address: _____
Phone: _____ Fax: _____
Via Shipping Company: _____
Phone #: _____
Way bill #: _____



**Ship to: Delta Halifax
1990 Barrington Street
Halifax, Nova Scotia
B3J 1P2**

Attention: _____
Company Name: _____
Conference Title: _____
Conference/Exhibit Room: _____
Date of Conference: _____
Box _____ of _____ (**=Total # of boxes in Shipment)

WINNIPEG SHIPPING LABEL

**To: Delta Winnipeg
350 St. Mary Avenue
Winnipeg, Manitoba R3C 3J2
CANADA**

BOX #_____of_____

FUNCTION NAME :

FUNCTION DATE :

COMPANY/GROUP :

GUEST NAME / ON SITE CONTACT :

DELIVERY INSTRUCTIONS :

**Please make sure the above information is completed in
order to ensure correct delivery.**

ATTENTION COURIER :

**All Deliveries are accepted at the Loading Dock /
Receiving Area, at the corner of St. Mary Avenue and
Hargrave Street.**

*****NO DELIVERIES WILL BE ACCEPTED
PAST 3 PM MON-FRI*****