

CANS 2019

Instructions to Sponsors

*Setup Start Date- February 21, 2019, 3:00pm

*Setup Time – 8:00am Daily (Fri – Sat)

*Exhibition time daily – 9am to 6pm

*Breakdown Date –February 23, 2019

*Extension Cords are not provided

*Size of sponsorship tables: **Trestle tables will be provided (6ft tables)**

*How many chairs are provided for the sponsorship table: **2 chairs for each exhibitors / sponsorship set up**

*Electrical outlets at the various locations for the sponsors: **Each exhibitor will receive one (1) 20 amps outlet however, it is the exhibitors responsibility to provided extension cords if they require. Any additional amperage needed will be at the cost to the exhibitors.**

*Where do sponsors ship their set ups? Whose Attention? Address, Name and phone number?

*When do they have to ship to guarantee delivery?

*Do you have any shipping restrictions or instructions for the exhibitors?

Ans:

Attached you will find a list of brokers/ authorized agents that will act on their behalf as a consignee or receiver of their shipped items. Once contact is completed to determine cost and broker requirements, on their bill of lading, they will need to indicate who and where the goods is coming from and who (Broker) and where (final destination) it is going to.

Unfortunately, Montego Bay Convention Center does not act as consignee of goods. Please be reminded that the all persons that will be shipping items must make the necessary arrangements as well, if they require shipments to be sent back to its returned address.

Please contact Ky-An Henton at the Montego Bay Convention Centre for additional information about the venue and shipping instructions. khenton@mobaycentre.com 876-6229330-2