



Metro Toronto Convention Centre  
APRIL 24  
2025

NAVIGATE COMPLEXITY  
SEIZE OPPORTUNITIES

## Exhibitor Essential #1

Dear Exhibitor,

We're looking forward to seeing you in person at PM Springfest on April 24, 2025, at the Metro Toronto Convention Centre!

This marks the beginning of a series of emails aimed at providing essential exhibiting information to ensure you have a great show at PM Springfest 2025.

### Exhibitor Manual is live!

We are excited to announce our [Exhibitor Manual](#) AKA, your guide to all things PM Springfest, has launched. As an exhibitor this guide is your go-to resource for all things related to PM Springfest.

Check out our helpful [Exhibitor Checklist](#) with important deadlines and dates to remember everything you need for the show!

Save up to 35% on [show services](#) by ordering early!

Your exhibit space includes:

- Limited complimentary exhibit staff badges
- Draped backwall separation
- Fully carpeted exhibit hall

Any other items you may require, such as electrical, furniture, parking passes, internet etc. can be purchased or rented through our suppliers.

Please be aware of [Unauthorized Suppliers](#) claiming to be with the show. Only official show suppliers receive exhibitor contact information from Show Management authorizing them to contact you.

## Exhibitor Registration is open!

[Register your staff for their badges](#)

Look out for an email from MicroSpec, our registration company, with a link and password to register your exhibit staff. After you have registered, your e-badges will be emailed to you closer to the show.

Please note, each exhibitor receives a limited number of complimentary badges, based on booth size.

- 60 sq ft - 3 badges
- 120 sq ft - 4 badges
- A limited number of additional badges can be purchased through MicroSpec.

## Online Exhibitor Profile

[Help attendees find you on the Tradeshow Floor.](#)

Take advantage of PM Springfest's [Online Exhibitor Profile](#) by completing your exhibitor profile. Your profile will be used for attendees planning their time at the show. Upload the information outlined below for attendees to be able to easily find you!

- Company logo
- Categories used for searching and filtering
- About Me
- Social media links

An email would have been sent to the main point of contact on your exhibiting contract with instructions. Search your inbox for an email from *projectmanager@a2zInc.net* to begin filling out your profile. Didn't receive the email? Reply to this communication directly and let us know.

Thanks for reading this email and gearing up for PM Springfest 2025! We look forward to seeing you in April!

Warm regards,

The PM Springfest Team

**Maggie Roman** (she/her)

Operations Coordinator | Informa Connect North America



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