

Exhibitor Essential #2

Dear Exhibitor,

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

As we get closer to the show, please read the <u>Exhibitor Manual</u> as your go-to resource for all things PM Springfest and review the <u>Exhibitor Checklist</u> for any missed items.

Important dates coming up!

March 13th – <u>PM Springfest Social Media Takeover</u>

April 3rd – Exhibitor Lunch and Learn

Early Bird Deadlines

Order before the early bird deadline below to save up to 35%!

FREEMAN HAS NOW LAUNCHED ON THE EXHIBITOR MANUAL

<u>Freeman</u> – April 5, 2025 Furniture, shipping, material handling etc. *Your booth does <u>not</u> come with furniture of any kind

Exhibitor Insurance – March 26, 2025

Purchase Exhibitor Insurance or upload your own.

ShowTech Power & Lighting - April 2, 2025

Electricity, lighting etc. *Your booth does <u>not</u> include electrical of any kind

Encore A/V – April 4, 2025 Audiovisual, computers, monitors

MTCC – April 10, 2025 Parking passes, cleaning, internet

MicroSpec Lead Retrieval – April 11, 2025

The official lead retrieval service provider for the event, offers you a fast, easy, and reliable electronic method of capturing leads. This is the only way to get a leads list for PM Springfest 2025.

Register for the show!

Register your staff for their badges.

You are provided with a limited number of complimentary badges, check your inbox for an email from MicroSpec with login instructions and a password to register yourself and your exhibit staff. Please register your staff as exhibitors.

Online Exhibitor Profiles

Help attendees find you on the Tradeshow Floor.

Take advantage of PM Springfest's <u>Digital Exhibitor List</u> by completing your online exhibitor profile. Please fully complete your profile to ensure attendees can find you at the show!

If you have not received your login instructions from A2Z, please respond to this email so we can send you the login instructions.

Social Media Takeover

Save the Date - March 13, 2025!

Share a social media post announcing your exhibit at the show. Please post, tagging @BuildingsCanada and hashtag #PMSpringfest. Check out our <u>marketing tools</u> for preplanned posts and ready-to-use graphics.

NEW! Custom InGo Graphics. To help spread the word, we've made it super easy for you to invite your network. Just click the links below to share a custom post about the event:

Linkedin Graphics

Facebook Graphics

By sharing, you'll help bring together an amazing community of like-minded professionals and encourage your network to join you at the event! If you have any questions about your custom graphics, please reach out to Riley Tully at <u>riley.tully@informa.com</u>.

Exhibitor Learn & Lunch

April 3, 2025, at 12 noon EST.

Prepare for the show by attending our Virtual Exhibitor Lunch and Learn. This Lunch and Learn is an online event for exhibitors to attend, you can sign up <u>here</u>. We will be going over what's new, protocols, deadline dates and more.

Bring your lunch and your questions, we can't wait to see you!

Warm regards,

The PM Springfest Team

Maggie Roman (she/her)

Operations Coordinator | Informa Connect North America



BUILDEX Vancouver BUILDEX Alberta PM Springfest The Buildings Show