

Exhibitor Welcome Kit

Jobs Canada - London

www.wbgcanada.com



Wednesday, September 10th, 2015. From 1pm – 4pm.
Best Western PLUS Lamplighter Inn & Conference Centre
591 Wellington Road | London | ON | N6C 4R3
London Ballroom – Main Floor

We thank you for your participation in this event

Jobs Canada is honoured to welcome your company/organization as an exhibitor in London

As this event aims to help thousands of job seekers, we hope the opportunity will be satisfying for your organization in meeting your recruitment needs, allowing you to interact with hundreds of attendees who meet your needs for personnel, pre-select qualified candidates and professional job seekers in a targeted market across Canada.

This is a golden opportunity for thousands of job seekers to meet your company/organization and learn about the numerous employment opportunities, career resources and possibilities that companies like yours have to offer in their particular fields of expertise (employment, career development, education, training and immigration).

Again, we extend our grateful thanks to you for participating in this event.
We look forward to welcoming you and your team ☺

Warmest Regards.

Annie Peltea | Operations Manager.
Jobs Canada

251 Consumers Road, Suite 1200, Toronto, Ontario, M2J 4R3.

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apeltea@wbgcanada.com | www.wbgcanada.com



The Fair will be held in London Ballroom – Main Floor

Please be advised that the **London Ballroom** is located on the **main floor** right after the parking lot

For more information regarding hotel directions and location, please visit the website, **link below**

<http://www.lamplighterinn.ca/>



Directions

The Lamplighter Inn & Conference Centre is centrally located on Wellington Road just 4 km from London's downtown core and 4 km from the 401. With shopping, restaurants, and hospitals close by, the Lamplighter Inn is a London hotel that makes getting to where you want to go in town that much easier.

For additional information regarding:

Parking directions, passes, location and pricing please visit directly the hotel website **link below:**
<http://www.lamplighterinn.ca/>

BOOTH SETUP AND DISMANTLING

- Doors will open between 12:00 p.m. to 1:00 p.m. for Exhibitors to set up their booths.
- **Setup will begin Thursday, September 10th 2015 from 12:00 p.m. to 1:00 p.m.**
- Throughout this period, the team will be present to facilitate your setup and answer your questions ☺
- **You may arrive at the loading dock between 11:30 a.m. to 1:00 p.m.**

Know your logistics to enjoy smooth moves with the loading



BOX DELIVERY (OPTIONAL)

Please note that Exhibitor materials can be sent directly to the Hotel **2 days** before the Fair's date. Below are information to be labeled on your boxes when delivery.

Jobs Canada Fair - September 10th, 2015. The London Ballroom. From 12pm – 4pm.

Attention: Chelersa Hamira | Sales Manager / 519 – 439 - 1661

Your Company and contact person's name must be included.

Job Fair's Manager: Mrs Annie Peltea. 1(877) 628 0740. Ext 236.

BADGES / ROOM ACCESS (upon request)

- No form is required to receive your exhibitor passes. A number of passes are distributed based on standard exhibit space.
- Badges are not personalized. They are only identified with the logo of **Jobs Canada** and the word "**Exhibitor,**" and handed out to the exhibitors and their staff directly upon arrival at the registration desk.
- **Exhibitor Registration desk opening hours: 12:00 pm - 4pm**
Exhibitor Passes will be available at the Exhibitor (Registration) Service Desk located at the entrance of the Hall.

FOOD AND BEVERAGES

IMPORTANT COMMUNICATION:

- Please note that sandwiches and beverages will only be served to a certain maximum of representatives per booth.
- The maximum of representatives allowed per booth is clearly detailed in the Registration Form.
- Sandwiches and beverages will be served in the Exhibitor Lunch Area unless advised otherwise by the Fair Management.
- Throughout the event, the team will ensure that Exhibitors are set and that food & beverages are served (as per booth selection). If you wish to request food and beverages for additional representatives, please feel free to communicate directly with Mrs Annie Peltea at apeltea@wbqcanada.com. Or call 1.877.628.0740 ext 236

ON-SITE FOR EXHIBITORS (upon request)

- Tripod Screen made available for Exhibitor presentations (products, services, job postings, etc.)
 - Job Posting Board where you can post resumes for candidates to view and apply (upon request)
 - You may have Videos displayed during the Fair (upon request on the Registration Form)
- **Wireless High-speed Internet Access (Wi-Fi internet Connection):**
 - **Wi-Fi Connection is free at certain Hotels and can be provided to Exhibitors upon request by email.**
 - **Wi-Fi Connection Code will be provided to Exhibitor upon arrival at the Fair.**
 - **To request and ensure that Wi-Fi is provided to your booth, please contact or email Annie Peltea.**
- Directors / Managers / Logistics coordinators and the entire team will be present to ensure that you're all set and answer any preliminary questions you might have during the show.
- The media team (journalists / videographers / photographers/ TV and more...) will be present on set.
- **This Welcome Exhibitor Kit includes all details and information needed for your participation at the Fair.**
 - **Please feel free to print this package and bring it with you when coming to the Fair.**
 - **The following below will be provided upon your arrival at the Fair:**
 - **Exhibitor Floor Plan** (Exhibitors will be guided to their booths upon their arrival at the Fair)
 - **Jobs Canada - Exhibitor badges** (Optional – Only upon request by Exhibitors). **Otherwise, Exhibitors must have their own badges on them at all the time during the show.**
 - **Internet access code** (must be requested ahead of time by email) and the code will be provided upon your arrival at the Fair. The code will be provided to **only those who have requested by email.**
- **Exhibitor Services/Business Centre (Main Floor):** Printing and Business Access to those who may require short-term use. Cost for 10 minutes of use is \$5.00. Printing capabilities are also available for an additional charge

IMPORTANT COMMUNICATION:

Exhibitors are completely allowed to bring their company badges. If you prefer to use your own badges: Exhibitor must register and inform (**the numbers and the names**) of the representatives that will be attending the booth throughout the show. Names must be mailed to Mrs Annie Peltea 48hrs prior to the show.



EXHIBITORS

Food & Beverages

EXHIBITOR MENU INFORMATION

COFFEE, TEA & WATER :

- ❖ Coffee, Tea and Water will be served to Exhibitors all the time throughout the day from 1pm - 5pm
- ❖ Food will be available in the "Exhibitor Lunch Area" or could be served directly at the exhibitor booth station.
- ❖ The Fair Management will ensure that the maximum representatives allowed per booth are served accordingly.

SANDWICHE & DESSERT TIME (2:00 – 2:30PM)

- ❖ Sandwiches will be served to Exhibitors at 1:00 pm
- ❖ Only the maximum number of representatives allowed per booth will be permitted in the exhibitor lunch area.
- ❖ \$35 per representative will be applied to organizations that exceed the maximum number of representatives per booth.

MENU:

• ASSORTED SANDWICH PLATTERS: FROM 2 :00 – 2 :30PM)

- ✚ Roasted pepper crusted top sirloin, California blend & horseradish mayonnaise on a multigrain baguette
- ✚ Smoked turkey, roasted red peppers, alfalfa sprouts & honey mustard on a cranberry baguette
- ✚ Tuna salad with fresh dill, baby spinach & shaved fennel on a whole wheat baguette
- ✚ Grilled zucchini, Portobello mushroom, shredded romaine, alfalfa sprouts, sundried tomato spread on a herb baguette.
- ✚ And more (please ask the Scott Wilson or Charles Bouguin for more details)



❖ FRESH FRUITS PLATTER: (FROM 2 :00 – 2 :30PM)

- anana, banana, raisin, strawberries, melon, aples, kiwi, etc...
- And more (please ask the Scott Wilson or Charles Bouguin for more details)



• ASSORTED SANDWICH PLATTERS : (FROM 3 :00 – 3:30PM)

- ✚ Donuts
- ✚ Muffins
- ✚ Timbits
- ✚ And more ...





List of Exhibitors

As of September 8th, 2015

Please note that the complete list of Exhibitors will be updated regularly on the website.

2015 SEPTEMBER EDITIONS

COMPANY NAME	BOOTH #	Participating Cities
SCOTIABANK	510	Toronto.
FILTERQUEEN	430	London, Mississauga
DAVID'S VACATION CLUB RENTALS	240	London
BTB BANK	350	Toronto. Markham. Mississauga
CANADA POST	480	London
CENTENNIAL COLLEGE	270	Toronto. Markham. Scarborough
E-WORKPLACE TRAINING	210	London
DESJARDINS	140	Mississauga
ARBORNE INTERNATIONAL	940	Toronto. Markh. Missis. Hamilton. Ottawa
KSR INTERNATIONAL	100	London
HYDAWAY MED + SPA	200	Mississauga
PROPERTY STAR	208	Toronto. London. Mississauga. Brampton
CISTEL	340	Ottawa
HARRIS REBAR	400	Brampton, Hamilton, Ottawa
APPLE	260	Toronto. Hamilton
INVESTORS GROUP	300	Toronto. Hamilton, Scarb, Brampt, Markh
CORPORATE RADIO TORONTO	540	Toronto. Markham.
KOGNITIVE MARKETING	230	Brampton, Windsor, Ottawa
HCR PERSONNEL SOLUTIONS INC.	170	London
MAPLE LEAF FOODS	190	Hamilton, Scarborough, Brampton, Markh
HARRIS REBAR	330	Hamilton
ONTARIO COUNCIL OF AGENCIES SERVING IMMIGRANTS	280	Toronto. Markh. Mississauga. Brampton
WHITESHARK	590	Hamilton
CANADIAN UTILITY CONSTRUCTION	100	Kitchener
WINTER STAFFING	560	Toronto. Mississauga. Brampton
PRIMERICA FINANCIAL SERVICES	460	Toronto. Markha. Missis. Brampton. Hamil.
EXCEL EMPLOYMENT	450	Brampton
ICIT CANADA	380	Toronto. Markham. Missi, Scarbo. Brampto
AIR CANADA	320	Toronto.
SUNLIFE FINANCIAL SERVICES	360	Toronto. Markham. Brampton, London
TELEPERFORMACE	220	Toronto. Markham. Mississauga.
TORONTO POLICE	180	Scarborough, Markham. Brampton, Missi.
TRIOS COLLEGE	120	Toronto. Markham. Brampton,
GLOBAL PLACEMENT	500	Toronto.
QUESTRADE	520	Toronto
COMPLETE WIND CORPORATION	782	London
PIVOTAL SOLUTIONS	482	London



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2015 SEPTEMBER EDITIONS

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NATIONAL STEEL CAR	460	Toronto
NATIONAL DEFENCE FORCES ARMES CANADA	590	Hamilton, London
ROAD CONSTRUCTION	460	Hamilton
CANADA POST	240	Ottawa
ECC EDUCATION	460	London
CAREER OPTIONS	260	Brampton
WSFIB	170	Ottawa
DAVID APPLIN	100	Toronto.
UPS	330	Brampton
DEAN GROUP	340	Toronto. Brampton
CIBC	190	Hamilton
FREEDOM 55	200	London
PUBLIC SERVICE COMMISSION OF CANADA	300	Toronto
SASKATEL	350	London
AVON CANADA	210	London
MENONITE NEW LIFE	230	Toronto
DEAFT BLIND	270	Toronto. Markh. Missis. Hamilton. Ottawa
OTTAWA WORLD SKILLS	300	Ottawa
WIND	140	Windsor
MANPOWER	500	London, Mississauga, Kitchener
HEART HOUSE	140	Mississauga
YAK COMMUNICATIONS	400	Toronto.
THE CO-OPERATORS	140	Mississauga
FACTORS GROUP OF FOOD	200	Brampton
ALLISSON FORCES CONSULTANT	460	London
NEWSWIRE	540	Toronto, Mississauga, Hamilton
GLOBAL HIRE	270	Ottawa
INDUSTRIAL ALLIANCE	200	Toronto. Markh. Missis. Hamilton.

Exclusive Exhibitors





EXHIBITORS

**GET 30% DISCOUNTS
2016 SPRING EDITIONS.**
Limited time until Sept 30th, 2015

❖ **Personalized 10'x10' space with:**

- Two chairs (extra chairs can be provided **upon request**).
- One skirted table (extra tables can be provided upon request).
- Please note that Exhibitors may request an extra booth space if available (please contact us for details)

❖ **3 months online advertising & job posting :**

- Your company profile, logo & web link will remain in the general listing of exhibitors for 2 months.
- Your company job postings will remain posted on the websites for 3 consecutive months.

❖ **Food & Beverages:**

- Refreshments & beverages will be served to a maximum number of representatives per booth.
 - Please note that menu will be served from 2:00 p.m. to 3 p.m.
 - The menu will be the same as provided in this exhibitor welcome package.
 - Water will be made available for exhibitors and visitors at all the time from 1 to 5pm

❖ **This Welcome package will not be provided at the entrance (due to the green environment program)**

Personalized services will be made available to ensure that you're all set. **No worries, we will take a good care of you ☺**

❖ **Exhibitor discount for upcoming Job Fairs:**

- **30% DISCOUNTS FOR THE 2016 SPRING EDITIONS. GET 40% FOR 3 OR MORE FAIRS.**
 - Limited time offer until September 30th. 2015



We thank you for
Your participation

For any questions,
Please contact us.

We hope the show will be satisfying for your company/organization in meeting your recruitment needs, allowing you to interact with hundreds of attendees, all the while promoting your products and services to thousands of multilingual job seekers from all across Canada and abroad.

We look forward to seeing you.

For any additional information you may require, please feel free to contact us at any time or visit our websites.

Annie Peltea | Operations Manager.

Jobs Canada

251 Consumers Road, Suite 1200, Toronto, Ontario, M2J 4R3.

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IMPORTANT EXHIBITOR INFORMATION

The Exhibitor Information must be read carefully by all Exhibitors to avoid any unforeseen miscommunications or misunderstandings before and during the Fair. We thank you all for your collaborations.

- ✚ Exhibiting companies must open their exhibit on time and staff the booth at all times during the exhibit hours.
- ✚ Exhibitors must conduct exhibits in a dignified and professional manner.
- ✚ Exhibitors must show good judgment and consideration for neighboring exhibits.

✚ **Set up & dismantling :**

- Booth set up must be completed 5 minutes before the Show opens to avoid any inconveniences in the opening.
- The Exhibitor agrees and must comply with the guidelines and deadlines for booth setup.
- **Exhibitors will be charged additional fees (\$300) for 30 minutes delay (unless Management is advised)**

✚ **Exhibitor Registration by Email :**

Upon agreement of the Fair Management and when holding booth space for more than 48hrs (per client request): Exhibitors may participate in the Fair without signing the Registration Form. Exhibitor accepts that he/she will automatically be legally bound to, and agrees to comply with, all the terms of payment, agreements terms and conditions stipulated on our websites and email communication.

✚ **Unoccupied booth :**

If Exhibitor fails to participate in the Fair and/or his exhibit space is left unoccupied for the entire duration of the Fair, the Exhibitor's absence will be interpreted as a cancellation of the Registration Form by the Exhibitor/Organization.

The Exhibitor must pay all applicable cancellation and additional penalty fees of \$500.

✚ **Videotaping, photography & broadcasting :**

Permitted for registered exhibitors (organizations) only with the following conditions:

Fair Management authorizes the Exhibitor to photograph and videotape its booth and Fair to **only promote positively** its recruiting activities and good experiences toward any communication. (Websites, social Medias, televisions, radios, etc.).

In all circumstances when doing so, the Exhibitor agrees and must mention and identify on each photo, images, videos, articles or documentation the name of the Fair's Name, the location of the Fair, and only positive feedbacks of the Fair.

Fair Management strictly prohibit the Exhibitor to promote market or advertise any photos or videos of its booth or the Fair for its own (Exhibitor/Organizations) property interest and/or to obtain any commercial benefit. In all circumstances, the Exhibitor agrees to respect and protect all images, photos, videos and documents of the Fair in all under the copyright law in Canada that governs the rights of use and protects the Fair against any fraudulent use and misleading information.

The Exhibitor authorizes Fair Management to photograph and videotape the Fair in All (featured content, activities, conference, seminars, coaching, Exhibitor Booths, representatives, Staff management, Exhibitor displays, etc.) for improvement and development of the Fair and future events organized by Fair Management as well as for commercial purposes that can be used in any communication (websites, newsletters, social media, marketing/sales documentations, the Fair's website, emails, mails, Internet, etc.). In all circumstances when doing so, Fair Management **agrees, accepts, and guarantees** to use all photography and videos in a **positive** way that will not be a detriment the corporate image of the Exhibitor's booth(s), representatives, branding, staff management, etc.)

Exhibitor video testimonial and feedback

from 3:30pm – 4:00 pm

Fair Management will conduct a video testimonial with all the exhibitors (companies/organizations) for improvement and development of the Fair and future events organized by Fair Management.

Please note that the video will only be used by the Fair Management for the purpose of keeping record of all Job Fairs (past, present and future). Exhibitors can wish to promote their products and services during the Video.

Thank you in advance to all Organizations for all your participation, testimonials and feedbacks.