



## TRADESHOW EQUIPMENT RENTAL LISTINGS

### PROJECTORS / COMPUTERS

LCD Projector - 4500 Lumens	195
LCD Projector - 5000 Lumens	225
LCD Projector - 6000 Lumens	275
Laser Projector - 8500 Lumens	450
Laptop with Office 365	125

### SCREENS

4' Tripod Portable Screen	50
6' Tripod Portable Screen	50
8' Tripod Portable Screen	60

### DVD / CD

DVD Player	30
Single CD Player	25
5 Disc Multi-Changer	30

### ACCESSORIES

Flipchart with paper & markers	40
Flipchart (no paper)	30
Poster Easel	20
Whiteboard - Small	40
Whiteboard - Large (4' x 6')	55
Wireless Presentation Mouse	30
Laser Pointer	25

### MONITORS / TV's

24" LCD Monitor	40
32" LCD Monitor	50
55" LCD TV with Stand	125
65" LCD TV with stand	200

### FURNITURE & ACCESSORIES

Love Seats	100 each
Side Chairs	60 each
Coffee Tables	45 each
End Tables (4 available)	30 each
Padded Chair	10
Deluxe Leather Office Chairs	35
Stool with Back	20

Wastebasket	10 each
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Coat Rack with 40 Hangers	40 each
Chrome Stanchion (12)	25 each

### TABLES

Clothed and Skirted Table (4', 6' or 8')	40
Tall Cocktail Tables	75

### CONNECTIONS

CAT 5e Network Patch (per connection)	75
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### POWER

Extension Cords	15
Powers Bars	15
AC Power Drop	25
15 Amp Single Phase/120 Volt (standard Outlet)	40
20 Amp Single Phase/120 Volt Outlet	50
50 Amp Single Phase/208 Volt (Access)	175
8/15 Amp Single Phase Circuits (50 Amp Breakout Panel)	250
100 Amp 3 Phase (Exhall)	400
400 Amp 3 Phase (Exhall Only)	600

### TECHNICAL STAFF

Onsite Technical Staff (6 am - 6pm, Mon to Fri)	75 per hour
After Hours (6 pm - 6 am, minimum 1 hour)	90 per hour

### SERVICES AVAILABLE

Sign/Banner Hanging with hooks (per sign/banner)	75
Forklift Loading/Unloading	50 per pallet
Labor/Loading/Unloading	75 per hour
Material Handling & Storage:	10
Small	
Medium	20
Large	30

**Note: All prices are daily with the exception of furniture and tables**

## EXHIBITOR SHIPPING INFORMATION

Cambridge Red Deer Hotel and Conference Centre  
Shipping & Receiving Department  
Phone: 587.876.0770  
Email: [shipping@cambridgereddeer.com](mailto:shipping@cambridgereddeer.com)  
Hours: Monday-Friday 8:00am-4:30pm

**Please note that the Hotel cannot accept C.O.D. Shipments, Deliveries or Duty Charges**

**RECEIVING ITEMS** To facilitate the efficient handling of all items received by the Cambridge Red Deer Hotel in conjunction with your hotel stay, please ensure all cartons and envelopes are addressed as follows:

Cambridge Red Deer Hotel / Shipping & Receiving 3310-50th Avenue Red Deer, Alberta T4N 3X9 Attention:  
(Recipient's Name/Company)

Reference: (Name of Event & Start Date of Event)

Booth #: (If applicable) Room Name: (Name of Event Space)

Catering Consultant Name: (Hotel Catering Contact Name)

Customs Broker: (Name of Custom Broker if applicable)

Please contact Cambridge Red Deer Hotel Shipping & Receiving at 587.876.0770 or via email at [shipping@cambridgereddeer.com](mailto:shipping@cambridgereddeer.com) to inform us of any delivery/pickup.

### SHIPPING ITEMS

To facilitate the efficient handling of all items shipped out of the Hotel please ensure the following steps have been taken:

- Client notifies the Courier Company of their choice of the total number of items, time of pickup and location. Our Shipping & Receiving Office is open Monday-Friday from 7:00am-3:30pm. Holiday hours are subject to change.
- All items are clearly labeled with a Forwarding Address
- All items are clearly labeled with a Client Return Address and Account Number
- Ensure that all waybills and needed paper work are attached for a quick and easy return. If we are returning more than 1 item; we require return address labels for all items (i.e. booths or boxes) that are being returned. All items going to the USA need commercial invoices

### FORKLIFT

A Forklift with Operator is available for uploading / loading pallets at the following rates: Regular Size Pallet: \$50.00/per Over Size Pallet or Equipment: \$100.00/per Please contact Cambridge Red Deer Hotel Shipping & Receiving at 587.876.0770 or via email at [shipping@cambridgereddeer.com](mailto:shipping@cambridgereddeer.com) prior to delivery/pickup to make Forklift arrangements.

### STORAGE

Storage Space is limited; any shipments received more than 3 business days prior to your arrival or maintained more than 3 business days following will be subject to storage charges of \$50.00 per week. The Hotel is not responsible for the return of items; all arrangements must be made by the client before their departure with their preferred courier. Failure to make return shipping arrangements will result in additional shipping and handling fees.

### SECURITY

**Cambridge Red Deer Hotel & Conference Centre has 24 hour security for all of the guests in our hotel. We will secure the area of your tradeshow when the tradeshow is not open as per instructions from the event organizer, however, Hotel cannot be responsible for items left at your tradeshow booth at anytime. Hotel is not liable for security of items at exhibitor booths unless full time, hotel provided or outsourced security is hired for the tradeshow. Please ensure that you do not leave your valuable equipment unattended at your booth. Our Hotel Associates are not able to determine who should and should not be adding or taking items from the tradeshow area.**

### QUESTIONS

For any questions, contact the Sales & Catering Office at 403-755-1150 or email [sales@cambridgereddeer.com](mailto:sales@cambridgereddeer.com).