



A guide to exhibiting in Canada



Exhibition products and services





Freeman offered services

[The Medtech Conference - FreemanOnline](#)

- Transportation (Ground / Air)
- Material Handling (Advance Warehouse and Show Site Receiving)
- Exhibit Packages, Custom Booth Rentals
- Graphic, Signage and Sponsorships
- Furnishings and Flooring
- Installation and Dismantle

Metro Toronto Convention Centre offered services

[MTCC](#)

- Janitorial and vacuuming
- Internet & Telecommunications
- Food and Beverage
- Parking

Showtech Power & Lighting offered services

[Showtech Power & Lighting](#)

- Electrical, Lighting, Plumbing High-visibility vests
- Sign / Banner Hanging

Freeman Transportation Services



Shipping to Canada with Freeman

The world's longest international border 8900 km / 5500 miles!

Shipping your booth materials and samples into Canada can be as simple as shipping through the US.

Our team of experts in transportation Services are here to help!

Contact us:

1-877-478-1113

exhibittrans.canada@freeman.com

The Shipping Basics – Have your information readily available

- Your piece count with weights and dimensions for each package
- Pick-up address (and loading dock availabilities) and where do you want it to deliver (advance warehouse or show site)
- When will your shipment be ready – considerer geographical locations when estimating shipping deadlines – Since the event is in Toronto, a West Coast pick-up will require more time than an East Coast pick-up.

The Clearance Basics – Know your goods

A detailed manifest of what is being shipped will need to be prepared by the shipper (Exhibitor / 3rd Party).

This manifest must include description of items, quantities, Country of origin / manufacturing, value \$ and if items are returning to the US after the event (i.e. what are giveaways and what are part of display items).

The manifest is utilized to Complete the Canada Customs / Commercial Invoice.

- Complete all fields on the Canada Customs / Commercial Invoice (CCI), with your company name, contact information, booth number and IRS / Federal Tax ID #, the description of your goods as stated on your manifest
- Send the completed documents to the **Official Customs Broker**



Shipping... continued

- **Warehouse and Show Site Dates**

Determine if you prefer to ship to the advance warehouse between **September 12th and October 4th, 2024** to avoid any early or late fees or directly to show site starting on **October 12th, 2024**. Note that shipments will not be accepted on-site prior to this date.

- **Using the official custom broker vs. your own carrier and broker (and bring your documents)**

Shipping your small packages with a courier such as FedEx, UPS? It could be more cost effective to do so. Always have your tracking numbers with you. They may also offer some clearance services. Contact them for further details and understand that these courier services do not offer on-site support and services. Bring all tracking information with you onsite!

Contact us for your specific estimate or to answer your questions

1-877-478-1113 exhibittrans.canada@freeman.com

- **Do not ship!**

Any organics, food, plants, cannabis products, alcohol, firearms, tobacco, personal items (your luggage), hazardous materials.

- **Timelines**

How long before the show moves in should I arrange for freight to arrive in the show city?

Plan on having your carrier (if other than Freeman) arrive in the final city of destination a minimum of 3 business days prior to move-in. For ocean freight, ten business days prior to move-in. An extended lead time will allow for the increased number of random inspections and can prevent delays that are irreversible. It is important to note, when planning, the freight will not be cleared on Saturdays, Sundays or holidays.



Shipping... continued

- **Noteworthy**

All shipments originating outside Canada will require Canada Customs Clearance and U.S. Customs / Homeland Security (when applicable) on the return.

Small Packages and boxes, (including portable display Cases)Canada is an international destination and, as such, duties, taxes and customs clearance fees applies. If you are shipping small packages, inclusive of portable display booths, via Air or Ground with the following small packages companies, FedEx, UPS, Airborne, DHL, Purolator or any other small package/boxes carriers please ensure that all ancillary charges (duties, taxes & Customs clearance fees) are PREPAID. This includes 3rd Party Shippers (ie: Fulfillment Centres, printing shops, etc.). Any shipments that are sent collect will not be accepted by Freeman and they will be refused.

In some instances, carriers do not declare ancillary collect charges upon delivery to our warehouse and Freeman is billed 30-90 days after the event has closed. In these situations, any charges (duties, taxes & Customs clearance fees) are re-billed to the corresponding exhibitors plus "Advancement Fees".

Useful Tips

Useful tips

Currency and Taxes

All Freeman services for events held in Canada are invoiced in Canadian Dollars. Your credit card company will convert back to USD (or other currency if outside of the US) according to the day's exchange rate, and their own bank and transaction fees. This is not controlled by Freeman.

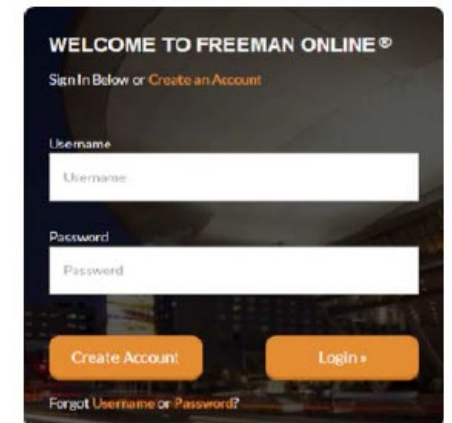
While in Canada, your purchases and rental items will be subject to the Federal and Provincial Taxes, even if you are not a resident. These vary from location to location and will be added to your invoices.

In Ontario the tax rate is 13% HST (Harmonized Sales Tax).

Want to save money on Freeman Services?

Be on the lookout for discount deadline date for discounted rates. For your best rates on Freeman Services go to [The Medtech Conference – FreemanOnline](#) at least 4 weeks prior to the first day of exhibitor move-in. Online rates are 40% reduced up to **4 weeks prior to the first day of exhibitor move-in. Order by September 12 to benefit from the best rates!**

Freeman Online® is an innovative online ordering platform that also provides important show information, dates, products, show services, copies of invoices and viewing of previous Freeman Orders.



Useful tips

Tax Rebate Program

As non-Canadian exhibitor in a Foreign Convention, you may be eligible for some tax rebates. This means you may get some money back. Keep all related invoices and visit for all the details, requirements and to see if you are eligible:

[Foreign Convention and Tour Incentive Program - Non-Resident Exhibitors](#)

Savings!

Between the currency difference (approx. \$1 CAD = \$0.75 USD) and the potential refund on some taxes, you can benefit of substantial savings!

A reminder, the Freeman invoice will be in CAD. The amount on the Freeman invoice will be different on your credit card (if non-Canadian Credit Card)

Visit [Currency Conversion](#) to get an approximate conversion. Note this excludes and bank and credit card transaction and service fees.

Questions?

Contact-us!

Transportation experts:

For North America: 1-877-478-1113

International: 1-905-951-54759

exhibittrans.canada@freeman.com

Our Exhibitor Support Team of dedicated professionals:

<https://www.freemanco.com/store/faqs#contactUs>

For North America (Phone or Text): 1-888-508-5054

International: 1-817-210-4869

Chat: [Click Here](#)

Thank you!

See you then!

