



AMCTO
THE MUNICIPAL EXPERTS

2026 Conference Exhibitor Info Webinar #2

See you in Huntsville soon!



Overview

- Housekeeping Notes
- Exhibitor Challenges Reminder
- Using the Conference App
- Tradeshow Reminders
- Load-In/Load-Out Logistics
- Exhibit Hours – Key Times
- Questions



Housekeeping Notes

- **Thursday, May 28** – Deadline to book any additional show services (including advance and post-show shipping/handling) through Stronco

ALL BOOTHS INCLUDE:

- Pipe & drape
- One (1) six ft. table and two (2) chairs
- One (1) electrical outlet
- Two (2) exhibitor passes – standard, four (4) exhibitor passes – premium

Public Wi-Fi is available

Exhibitor Challenges Reminder

- **Sunday, June 7**

- Bingo – to complete their bingo cards, delegates must visit every exhibitor listed on their game card and receive a 'stamp' to mark the spot (1 line = 1 draw entry, full card = 5 draw entries). Each participating exhibitor will receive a bingo dapper in advance of the game beginning.

- **Monday, June 8**

- Battleship – to complete their battleship cards, delegates must visit every exhibitor listed on their game card and receive the alphanumeric code location for the 'ship piece' on the board (1 ship = 1 draw entry, full card = 5 draw entries)

- **Tuesday, June 9**

- Scavenger Hunt – delegates must correctly answer the clue on their scavenger hunt game card by visiting the corresponding exhibitor. Once they have the clue, they must also collect the exhibitor's secret code to mark this clue as solved on their sheet. Once delegates have solved all their clues and their cards are complete, they can exchange the card for their prize draw tickets (each correct code = one draw ticket). Each participating exhibitor will receive their secret code in advance of the game beginning.

Exhibitor Challenges Reminder

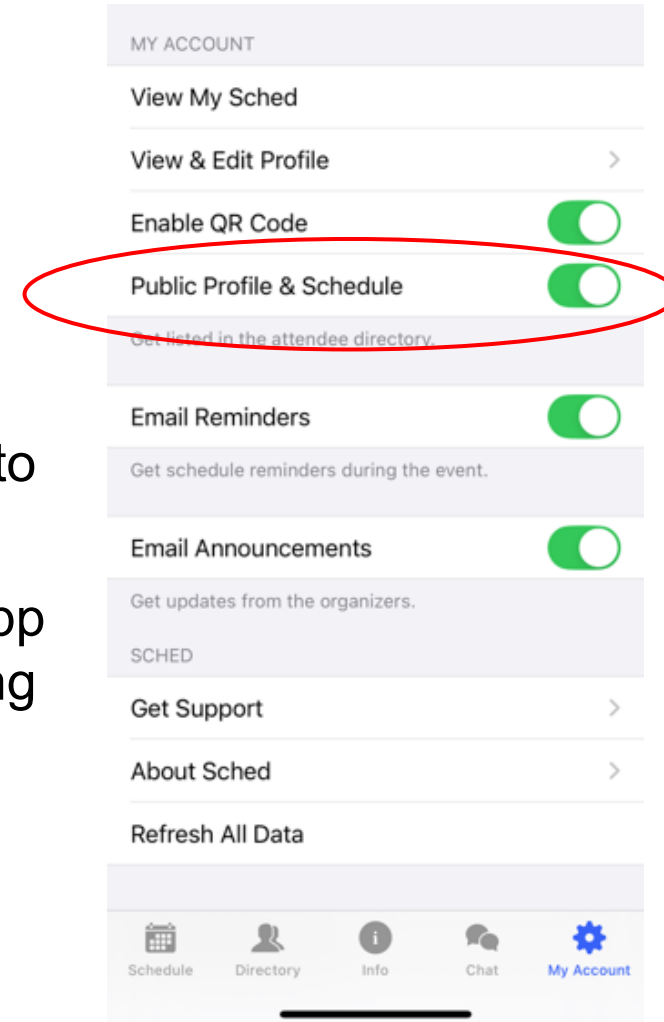
Exhibitor	Number of Prizes	Sunday Prize	Monday Prize	Tuesday Prize	Master Challenge Prize
4S Consulting	1				\$100 Visa gift card
Driving Fleet Solutions	2		\$100 gas card	\$100 gas card	
Federation of Ontario Public Libraries	1				\$100 donation to public library of choice
Intelivote Systems Inc.	3		\$100 Canadian Tire gift card	\$100 Canadian Tire gift card	\$100 Canadian Tire gift card
Kinetic GPO	3	\$100 Amazon gift card		\$100 Staples gift card	\$100 Grand & Toy gift card
KPMG Canada	3	\$100 Indigo gift card	\$100 Keg gift card		\$100 Amazon gift card
MFOA	3	MFOA gift package + Tim Hortons gift card		MFOA gift package + Tim Hortons gift card	MFOA gift package + Tim Hortons gift card
Mosey & Mosey Benefit Plan Consultants	1			Gift basket	
MROO	2	\$100 Amazon gift card		\$100 Amazon gift card	
Nelson Granite	1			\$100 LCBO gift card	
OMERS	2	Gym bag & golf swag	Gym bag & golf swag		
Pesce & Associates	1		\$100 Keg gift card		
Pinchin Ltd.	1	JBL Speaker			
Realtax Inc.	2	Father's Day Gift Basket	\$100 Amazon gift card		
Shinydocs	2		\$100 Amazon gift card		\$100 Amazon gift card
The Managed Municipality	1		\$100 Amazon gift card		
The Tax Team	2	Ice Cream Maker	Insulated Back Massager for Office Chair		
Turnpenney Milne LLP	1			Gift basket	
Watson & Associates Economists Ltd.	2	Bottles of wine		Bottles of wine	

Don't forget to bring your prizes!

Using the Conference App

- All registered exhibit staff should have received an invite by email to the app – check your spam or junk folders
- Search 'AMCTO' to download the app from app stores
- All exhibitors and sponsors have a company listing within the app
- Make your profile public to engage and connect with delegates – toggle to ON to enable within your profile
- Exhibitors and sponsors can message delegates directly* and use the app to send follow-up information or as a way to coordinate additional meeting times with delegates throughout the event
- Refresh the app every now and then for the latest updates – go to 'My Account' and hit 'Refresh All Data'
- The app is accessible from your desktop browser:

<https://amcto2026annualconference.sched.com/>



**Delegates must also have their profile set to be publicly visible to participate in the chat feature*

Tradeshow Reminders

- Exhibitor/Sponsor Code of Conduct
- Tradeshow dates: Sunday, June 7 – Tuesday, June 9
 - Exhibitors must remain for the entirety of the tradeshow – those who leave early may be subject to a \$500 fine for disrupting the tradeshow space
 - Exhibitors do not have access to attend conference sessions (unless you have pre-purchased a conference delegate pass)
- Exhibitor Load-In: Sunday, June 7 from 9:00am-4:30pm
 - Please review the load-in schedule for your specific load-in time
 - You have lots of time to set-up – all booths must be set by 5:00pm
- Exhibitor Load-Out – Tuesday, June 9 from 1:00pm-2:30pm
 - Please pack up as quickly as possible after lunch as we will be flipping the room to set-up for the evening Awards Gala
 - Please ensure you have coordinated/made arrangements for any load-out/storage/shipping in advance (Deerhurst and AMCTO are not responsible for items left behind – items will be discarded)

Load-In/Load-Out Logistics

- Enter through the Legacy Hall entrance (open doors next to Sports Entrance)



- Please note that the entrance door clearance is 9 ft. 4" h x 7 ft. 7" w
- Slats will be placed on curbs but no other skids, forklifts, trolleys, dollies etc. will be available
- **If you have a larger set-up or require accommodations/assistance, please let us know ASAP**
- No outside food or drinks are permitted at your booth

Load-In/Load-Out Logistics

- Upon arrival, please unload at your booth and then go and park – **do not begin setting up your booth until your car is clear of the load-in driveway**
- Complimentary parking is included for guests staying on-site at Deerhurst Resort (and who booked through our AMCTO website booking portal). There are several lots available throughout the resort.
- For guests staying off-site (Hidden Valley, Home2Suites, Motel 6 etc.), parking is included at the main Deerhurst Pavillion building throughout the day (pending space). Overnight parking is not permitted.
- There is a shuttle service available for guests staying off-site – see full details and timing in the conference app (under General Information in the Directory)
- Please note that the **Legacy Hall/Sports entrance driveway must be clear between 2:45-3:00pm** as there will be a bus picking up delegates for the Sunday afternoon activities

Load-In/Load-Out Logistics

- **If your company is exhibiting, all attendee name badges will be available for pick-up at your exhibitor booth (no need to check-in at the main conference registration)**
- The load-in entrance doors will be closing promptly at 4:45pm.
 - Exhibitors who are not loaded-in by then will need to keep their items stored with them until the next morning when they can set-up at 7:30am.
 - Please contact Jacquelyn Folville or Alexander Court if you are running behind and/or if you need to set-up the next morning.
- Exhibitors that are not packed up and loaded-out by **2:30pm** on Tuesday, June 9, will have their items removed by the facility/AMCTO. The facility and AMCTO are NOT responsible for left-over items or any damages. Items that are not clearly labelled or claimed by the company and are left unattended will be thrown out.
- Exhibitors that pack up prior to the scheduled load-out time (1:00pm on Tuesday, June 9) may be subject to an additional fine from AMCTO. Please do not disrupt the tradeshow or create unintended safety hazards on the floor by packing up/leaving early.

Exhibit Hours (Key Times)

- **Sunday, June 7**

- Opening night reception – 6:30-10:00pm

- **Monday, June 8**

- Tradeshow open throughout the day (7:30am-5:00pm)
- 9:00-9:30am
- 12:00-1:00pm
- 2:00-2:15pm
- 2:55-3:15pm

- **Tuesday, June 9**

- Tradeshow open throughout the morning (7:30am-1:00pm)
- 9:00-9:15am
- 10:00-11:00am
- 12:00-1:00pm

Review the conference app for the complete conference schedule



AMCTO
THE MUNICIPAL EXPERTS

Questions?



Thank You

For more information/assistance on-site, please contact:

Jacquelyn Folville
Manager, Communications & Marketing
jfolville@amcto.com
Cell: 647-469-3710

Alexander Court
Coordinator, Communications & Marketing
acourt@amcto.com
Cell: 647-466-6617

We look forward to welcoming you to Deerhurst Resort!

amcto.com/conference