



2024

THE WORLD'S PREMIER
MINERAL EXPLORATION
& MINING CONVENTION

General Show Info

Welcome and thank you for choosing to be an exhibitor at PDAC 2024 – The World's Premier Mineral Exploration & Mining Convention.

Please take a moment to read the Exhibitor Toolkit which will provide you with all the necessary information for the preparation and installation of your exhibit. Processing your orders at your earliest convenience will allow us and the service contractors to provide you with the best possible rates and service.

Location

MTCC – North Building

255 Front St W
Toronto, Ontario M5V 2W6
(Trade Show North)

MTCC – South Building

222 Bremner Blvd
Toronto, Ontario M5V 3L9
(Investors Exchange, Core Shack, Prospectors Tent, Trade Show)

Dates & Times

Exhibitor Move-In

March 1, 2024	8:00 AM - 6:00 PM	Trade Show & Trade Show North
March 2, 2024	8:00 AM - 6:00 PM	Trade Show, Trade Show North, and Investors Exchange (including Core Shack Session A and Prospectors Tent)
March 5, 2024	8:00 AM - 10:00 AM	Investors Exchange (Core Shack Session B)

Show Hours

March 3, 2024	10:00 AM - 5:00 PM
March 4, 2024	10:00 AM - 5:00 PM
March 5, 2024	10:00 AM - 5:00 PM
March 6, 2024	9:00 AM - 12:00 PM

Exhibitor Move-Out

March 4, 2024	5:00 PM - 6:00 PM	Investors Exchange (Core Shack Session A)
March 6, 2024	12:00 PM - 10:00 PM	Trade Show and Investors Exchange

FAQ

A complete list of Frequently Asked questions regarding Convention and Exhibits can be found online by clicking [here](#).

Contact info

Trade Show & Trade Show North

Jessica Provencher
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416 362 1969 ext. 240

Investors Exchange, Core Shack, Prospectors Tent

Gillian Blakey
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416 362 1969 ext. 228

Manager, Convention Exhibits

Amy Buchanan, CMP
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416 362 1969 ext. 248

Exhibit Management

pdacexhibits@pdacevents.ca

Event Organizer

Prospectors & Developers Association of Canada
800-179 University Avenue
Toronto, Ontario M5H 3B3
<https://www.pdac.ca/>
<https://www.pdac.ca/convention>

Exhibitor Checklist

November-February

- ☐ Book your hotel if applicable, check the [hotel page](#) on the PDAC website for discounted rates
- ☐ Review the Exhibitor Toolkit for helpful planning tools and make note of your move in timeslot
- ☐ Prepare a list of required materials and rental equipment
- ☐ Confirm your booth design/structure and place your order with [GES](#) by early February
- ☐ Order/prepare products, signage, literature, and any other materials for your booth. See the [At Your Service - Official Supplier Info](#) for order forms and supplier contacts
- ☐ Order furniture, carpeting, A/V services and other services required by early February for early bird pricing where applicable. Order here: [At Your Service - Official Supplier Info](#)
- ☐ Submit customs and shipping forms to GES, if applicable here: [GES Shipping and Customs](#)
- ☐ Assemble a team to staff the booth for show hours. Please note, you must staff your booth by Sunday at 10:00 AM and Exhibitors must not pack up until Noon on Wednesday
- ☐ Register your team for exhibitor passes at <http://events.pdac.ca> Booth Representatives will be advised when Registration opens for Exhibit Staff Passes. Look for this in early December.
- ☐ Apply for a Globe & Mail special national feature, [see details here](#). Deadline is January 8th, 2024. Apply now!

January

- ☐ If your exhibit includes four or more booths, submit your floor plan for approval to pdacexhibits@pdacevents.ca by January 12, 2024. Floorplans are required only for 4 or more booths.
- ☐ Promote your PDAC booth! Please see the [Newsfile Press Release Service Section](#) and [Download the Exhibitor Logo Section](#)
- ☐ Required: Ensure you have [exhibitor insurance](#) and keep your proof of insurance with you at your booth. *Do NOT send a copy to PDAC*
- ☐ Required: Submit your [Fire Safety Reply](#) by January 26, 2024, to the MTCC at FireSafetyReply@mtccc.com

February

- ☐ Prepare your booth materials for shipment and be sure to pack and ship all necessary tools for your booth set up
- ☐ Schedule your time for move in on Voyage Control if you require the loading docks for Move-In
- ☐ Order a MTCC parking pass [Order link here](#)
- ☐ Be sure to review all health and safety protocols in this Exhibitor Tool Kit. If you are moving in on Friday or Saturday, PPE is required, see [Move In / Move Out Section](#), for details.

Arriving on site

- ☐ Pick up your passes from the Exhibitor Registration Desks available in the South and North Buildings
- ☐ Ensure you have copies of all orders, invoices, Liability Insurance, and associated paperwork
- ☐ Ensure when setting up your booth, it is in accordance with PDAC regulations, please be considerate of other exhibitors' sight lines. Refer to [Display Rules and Regulations Section](#) of this Exhibitor Tool Kit.
- ☐ **Enjoy PDAC 2024!**