
Exhibitor's guide

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Exhibitors' Guide

The showrooms are an excellent venue for productive discussions and meetings between delegates and exhibitors.

Every effort will be made to encourage delegates to visit them.

Types of exhibits

A. Trade show

Appeals to mining and exploration companies, suppliers, service providers and government organizations

The trade show runs from 9 a.m. on Tuesday, November 27th, to 4 p.m. on Thursday, November 29th.

- Booth structures must not be more than eight feet in height. Using the divider curtains as display surfaces is prohibited.
- Showrooms are scheduled to open at 9 a.m. Exhibitors are allowed in at 8:30 a.m.
- Special provision: Event organizers reserve the right to group exhibitors by type (exploration companies, government representatives, service providers, etc.).
- Each exhibitor will be allocated a single space.
- Returning exhibitors will have priority in choosing their exhibit space. Unreserved spaces will then be available to everyone.

Ballroom

Main room, sizeable (see floor plan)

Rental fee

\$2,000.00/space, including:

- 5 exhibit hall passes

Booth spaces include:

- 1 space 10 feet wide and 8 feet deep marked off by curtains
- 1 table (optional, either 6 feet by 18 inches or 6 feet by 30 inches, draped)
- 2 chairs (optional)
- 1 750-watt electrical outlet

Verchères hall

Verchères hall is a heavily traveled area located between the main showroom (Ballroom) and the large presentation room (Frontenac hall) (see general floor plan).

Rental fee

\$3,000.00/space, including:

- 5 exhibit hall passes

Booth spaces include:

- 1 space 10 feet wide and 8 feet deep
- 1 table (optional, either 6 feet by 18 inches or 6 feet by 30 inches, draped)
- 2 chairs (optional)
- 1 750-watt electrical outlet

B. Trade show and geoscience exhibits

Appeal to exploration companies, prospectors and other partners

The trade show and geoscience exhibits run from 9 a.m. on Tuesday, November 27th, to 4 p.m. on Thursday, November 29th.

Bellevue hall

This showroom is located near the two presentation rooms. It has 9 booth spaces 10 feet wide and 5 feet deep.

Rental fee

\$1,000.00/space, including:

- 3 exhibit hall passes

Booth spaces include:

- 1 table (optional, 6 feet by 30 inches, draped)
- 2 chairs (optional)
- 1 750-watt electrical outlet

Place D'Armes hall

This showroom is located on the ground floor near the event reception desk. It is next to the room reserved for «oil and gas exploration» exhibitors. It has 9 spaces 10 feet wide and 8 feet deep.

Rental fee

\$1,000.00/space, including:

- 3 exhibit hall passes

Booth spaces include:

- 1 table (optional, 6 feet by 30 inches, draped)
- 2 chairs (optional)
- 1 750-watt electrical outlet

Jacques-Cartier hall (oil and gas exploration)

This room is reserved primarily for oil and gas exploration stakeholders. It is located on the ground floor, just past Place D'Armes hall. It has 10 booth spaces 10 feet wide and 8 feet deep.

Rental fee

\$1,000.00/space, including:

- 3 exhibit hall passes

Booth spaces include:

- 1 table (optional, 6 feet by 30 inches, draped)
- 2 chairs (optional)
- 1 750-watt electrical outlet

Rooms 121 to 145

Rooms specially set up for exhibitors can be booked on the 2nd floor, the same level as the showrooms. The rooms are located along the corridor between Saint-Louis hall (Exploration and Investment Forum) and Salon Rose (geoscience exhibitors).

Rental fee per room

\$2,000.00/Category A (160 sq. ft.)

\$1,500.00/Category B (100 sq. ft.)

Including:

- 5 exhibit hall passes (Category A) or 3 exhibit hall passes (Category B)

Room spaces include:

- 1 table (optional, 6 feet by 30 inches, draped)
- 2 chairs (optional)
- 1 750-watt electrical outlet

Tableau récapitulatif

Room name	10' x 10' space	8' x 10' space	5' x 10' space	80" x 60" poster	Cost	Regular admissions
Ballroom	-	38	-	-	\$2,000.00	5
Salle Verchères	-	7	-	-	\$3,000.00	5
Salle Bellevue	-	-	9	-	\$1,000.00	3
Salle Place D'Armes	-	9	-	-	\$1,000.00	3
Salle Jacques-Cartier	-	-	10	-	\$1,000.00	3
Category A room (160 sq. ft.)	15	-	-	-	\$2,000.00	5
Category B room (100 sq. ft.)	5	-	-	-	\$1,500.00	3

Reservation and payment procedure

There are two ways to reserve

1. By mail or fax

- Fill out the attached form.
- Indicate three space preferences.
- Send in the duly filled-out form by mail or fax.

Exhibit coordinator Ms. **Marlène Bergeron** will contact you to confirm your space or, if your preferred spaces are no longer available, to suggest alternatives.

Ms. Bergeron will send you a rental contract to sign; please return it with full payment within one month.

2. By telephone

You can contact Ms. **Marlène Bergeron** directly to discuss selecting a space. Please have the floor plan handy. To reach Ms. Bergeron, call **1-866-249-0649, toll free**.

Once your space has been reserved, Ms. Bergeron will send you a rental contract to sign; please return it with full payment within one month.

Payment

The total amount due must be paid within one month of reservation confirmation. The space you reserved will be released unless your payment has been received within that deadline.

Payment must be made by cheque payable to Québec Exploration 2007 and sent with the filled out and signed rental contract to:

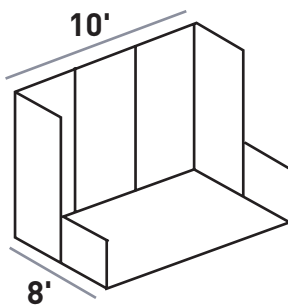
Québec Exploration 2007
a/s de Madame Marlène Bergeron
Ministère des Ressources naturelles et de la Faune
Direction de la géoinformation
880, chemin Sainte-Foy, 3^e étage
Québec (Québec) G1S 4X4

Refunds

All cancellations of rental and service contracts must be made before October 31, 2007. A cancellation fee equal to 25% of the contract value will be subtracted from the amount refunded. There will be no refunds for cancellations after October 31, 2007.

Material and other services

Booth structure and exhibit material rental



It is important to note that, in the Ballroom and in Verchères, Place D'Armes, Jacques-Cartier and Bellevue halls, the booth structure is not included in the cost of exhibit space rental.

The exhibit space is marked off by curtains. Exhibitors who do not have booth structures can rent them from event organizers.

Rental costs

- Structure: \$350.00
- Counter: \$75.00
- Stool: \$20.00

These costs include handling and installation. The booth will be installed on Monday, November 26th, and dismantled on Thursday, November 29th, after 5 p.m.

The booth is a Maxime type structure (3 one-metre-wide panels). Lighting is provided with the structure.

Internet connection

You can rent a high-speed Internet connection along with your exhibit space. To do so, just fill out the appropriate section of the rental contract.

Cost for a high-speed Internet connection

- \$300.00/connection

NOTE: Wireless connections are only allowed by special request.

Delivery and installation of exhibit material

Exhibit material must be delivered to Château Frontenac and installed on Monday, November 26th, from 1 p.m. to 10 p.m. No booths can be delivered or installed after that time.

Dismantling

Booth dismantling will begin Thursday, November 29th, at 4 p.m. All booths must be dismantled by 8 p.m.

Handling and storage service for exhibit material

Exhibitors may have their exhibit material delivered to a warehouse in Québec City as of November 2nd.

The service includes:

- handling and storage of exhibit material for a maximum of one month before the event
- transport of exhibit material from the warehouse directly to your exhibit space at Château Frontenac on the morning of Monday, November 26th
- storage of empty containers during the event
- transport of exhibit material to the warehouse after the event
- storage of exhibit material for a maximum of one month after the event

Other shipping charges (initial delivery to the warehouse in Québec and return to the owner) are the exhibitor's responsibility.

Handling and storage costs

- \$150.00/booth

Exhibit material should be delivered to the following address:

Ministère des Ressources naturelles et de la Faune
a/s de Guy Lachance
935 Place Fernand-Dufour
Québec (Québec), G1M 3B2
Telephone: 418 643-5990 or 1 866 249-0642

NOTE: The total weight of all exhibit material combined must not exceed 110 kg (250 pounds). The handling and storage service does not include booth installation or dismantling. It is extremely important to clearly label exhibit material containers with the exhibitor's name and exhibit space number. No exhibit material can be delivered to Château Frontenac or stored on site before Monday, November 26th.

A few days before the event, a coordinator will contact exhibitors to arrange last-minute details.

Insurance

The Fairmont Le Château Frontenac hotel and event organizers are in no way responsible for any loss, damage or theft that may occur. You must be insured against fire, theft and vandalism. You must also have liability insurance. A security guard will patrol the showrooms after hours.

Additional information

For further information, please contact Ms. **Marlène Bergeron** by telephone at 1 866 249-0649, toll free, or by email at marlene.bergeron@mrnf.gouv.qc.ca.

Room rental for meetings or receptions

Rooms for meetings or promotional activities will be available to exhibitors and delegates on Tuesday and Wednesday beginning at 5 p.m. Room costs vary based on size. Event organizers will not organize catering or audiovisual services. Catering and bar services are handled exclusively by Château Frontenac. The list of contacts for services offered by Château Frontenac will be provided on request.

List of meeting rooms

- | | |
|--|------------------|
| ■ Québec room (accommodates approximately 25 people): | \$200.00/evening |
| ■ Lévis room (accommodates approximately 20 people): | \$150.00/evening |
| ■ Saint-Louis (A) room (accommodates approximately 25 people): | \$200.00/evening |
| ■ Saint-Louis (B) room (accommodates approximately 25 people): | \$200.00/evening |

See the general floor plan for room locations.

Reservation and rental procedures for these rooms are the same as for booth spaces.

Regulations and Information

Booths installation will be on Monday, November 26th, from 1 p.m. to 10 p.m. After that time, no installation will be allowed.

For all exhibitors, booth dismantling will begin Thursday, November 29, at 4 p.m. and must be finished by 8 p.m. the same evening. **Exhibitors agree not to begin dismantling their booths before 4 p.m. Any exhibitor who does not comply with this regulation will lose priority status for the following year.**

Exhibitors can only occupy the space allocated to them. Infringement on neighbouring spaces or walkways will not be tolerated.

The booth structures must not exceed eight feet in height.

Containers or boxes used to transport material must be stored in the designated space. You must label your material with your exhibit space number using the stickers provided.

There will be 24-hour security on site from November 26th to 29th. However, neither event organizers nor Château Frontenac shall be responsible for loss, theft, damage, or injuries sustained by anyone during the event.

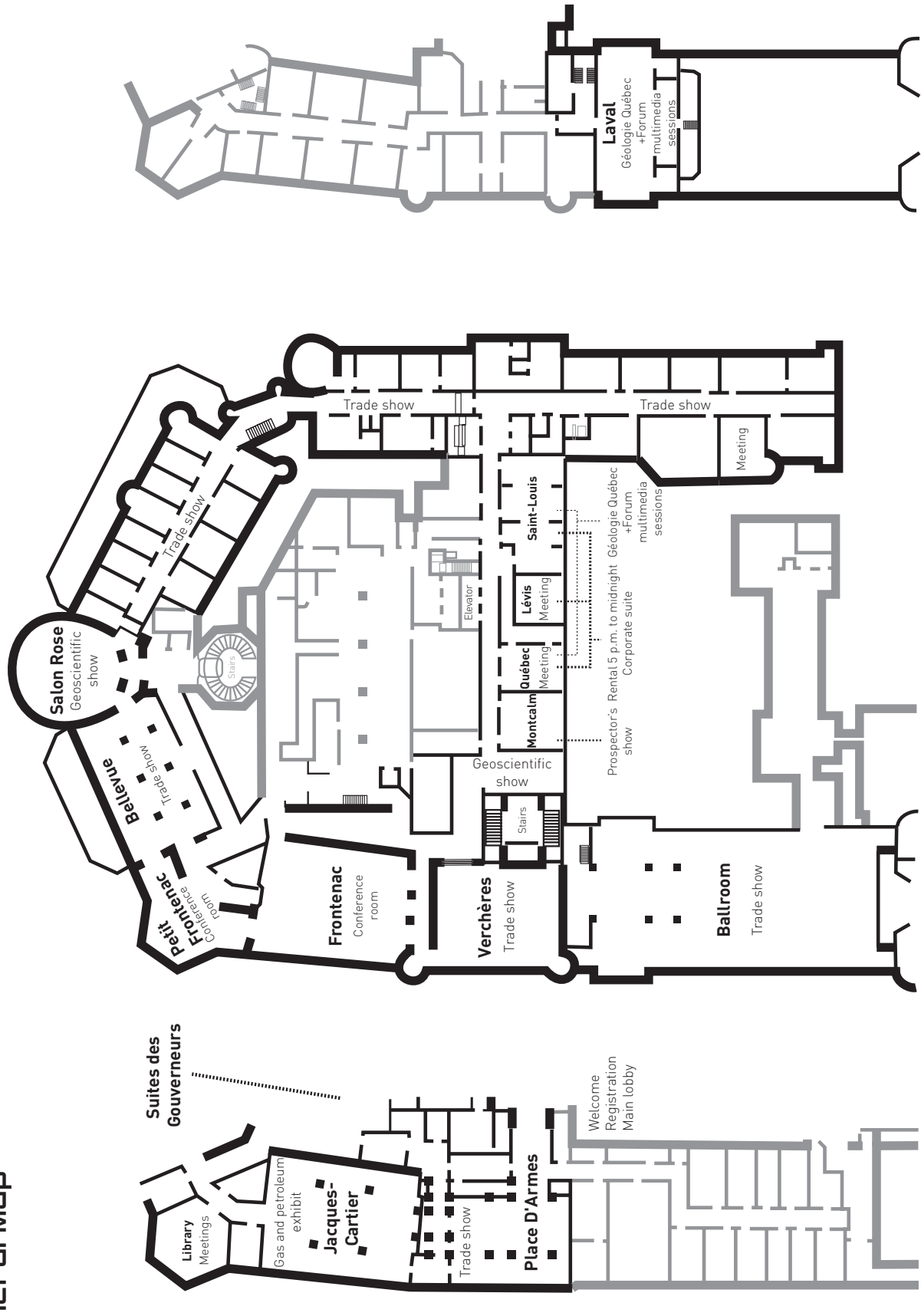
Exhibitors are responsible for any damage to Château Frontenac during the delivery, installation and handling of their exhibit material.

Exhibitors must have insurance against fire and theft for the duration of the show, including installation and dismantling, and must have the insurance certificate with them at all times.

Showrooms are scheduled to open at 9 a.m.

Anyone renting meeting or reception rooms must use Château Frontenac's catering and bar services.

General Map



Third floor / North wing

Second floor

Ground floor / North wing