2027
OCA Construction
SYMPOSIUM
& TRADE SHOW

EXHIBITOR INFORMATION PACKAGE



2027 OCA CONSTRUCTION SYMPOSIUM & TRADE SHOW

MARCH 31, 2027 • COHERE CENTRE, OTTAWA ON

OCA
OTTAWA CONSTRUCTION ASSOCIATION

About the OCA Construction Symposium & Trade Show

Ottawa's $4 billion plus construction marketplace is founded on a sense of community. Success here, much more so than in any other Canadian market, is driven by a firm's capabilities, reputation, and relationships. Why not build on those qualities by registering as an exhibitor at the OCA's 2027 Construction Symposium & Trade Show?

Held annually, our show is the premiere construction event in the eastern Ontario region. We offer excellent business development and networking opportunities to more than 1,200 members of the Ottawa Construction Association and our eight partner associations are identified below.

For our 2027 symposium, OCA is again structuring a first-class educational program in conjunction with the trade show. Our aim is to attract as many industry professionals involved in the construction chain – including private and public sector buyers of construction, local architects, and engineers, as well as general contractors, infrastructure builders, trade contractors, and suppliers.

As a Valued member of our local construction community, you cannot afford to miss this event!

Bill Ferreira, Executive Director

Supporting Associations:

CLAEO
eca|o
Greater Ottawa Home Builders' Association
Mechanical Contractors Association of Ottawa
NCHCA
Ottawa Region Masonry Contractors Association

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The **2027 OCA Construction Symposium & Trade Show** will include:

- Multiple educational development opportunities
- Insight as to upcoming construction opportunities and trends
- Trade Show of products and services – with over 170 exhibiting booths
- Networking opportunities

Interested in being an Exhibitor at the 2027 OCA Construction Symposium & Trade Show?

The OCA Construction Symposium & Trade Show provides you with a platform to market your products & services to new and existing customers.

Visitor attendance gives you a large pool of potential leads and can also further your brand exposure, which can drastically expand your company's customer base. The OCA will be offering a **Feature Presentation Session** directly on the show floor to increase traffic to the booths throughout the day.

Exhibiting Information

√ Floorplan
√ Event Information
√ Exhibiting opportunities
√ Booth Availability/Information/Registration
√ Exhibiting supplies: **STRONCO** Register at www.stroncoonline.com *Please quote show code* ***(To follow shortly)***

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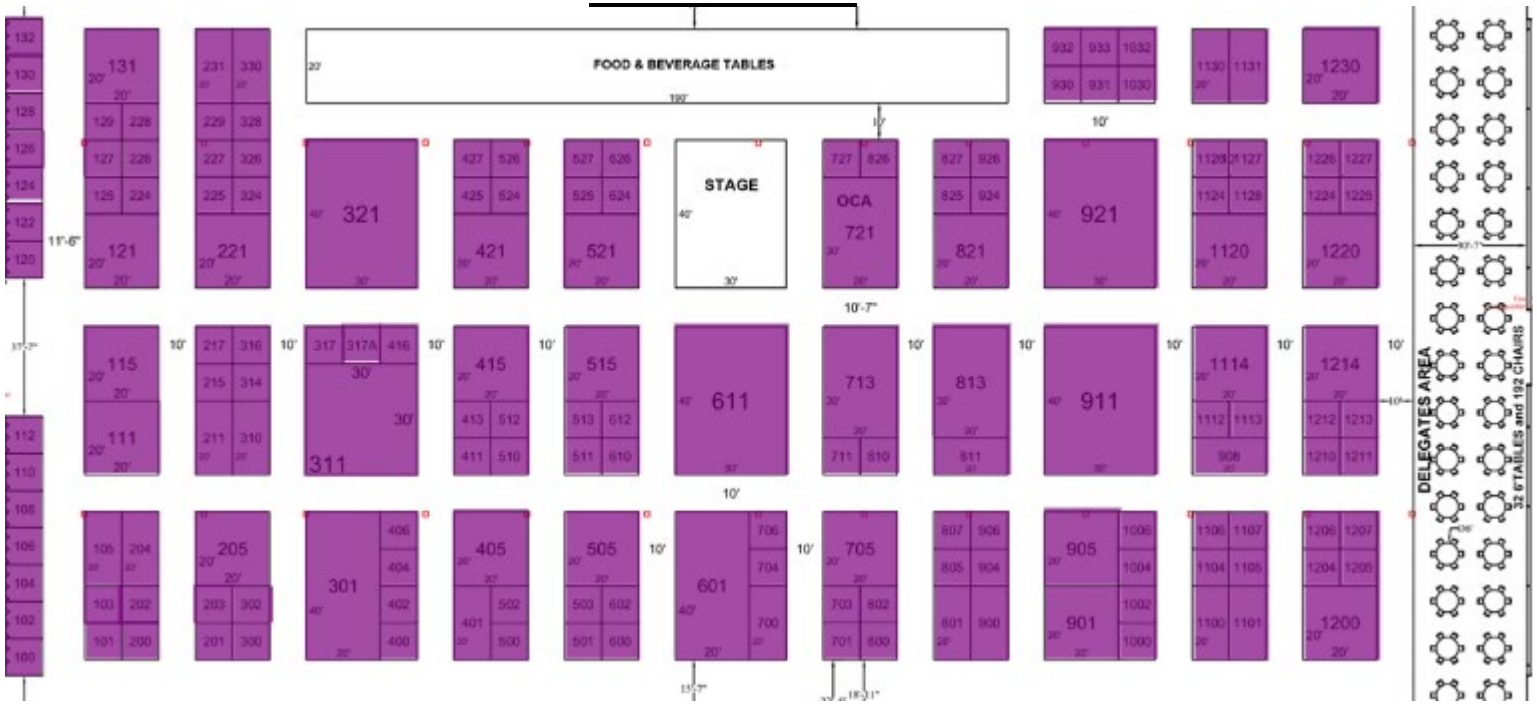
Need some Swag for your Booth?

Collage Creative and The Sam Group are offering OCA Members Preferred Pricing for any swag ordered for the 2027 OCA Construction Symposium & Trade Show. ***Click on either logo to access their website.**

Collage Creative
Reach. Recall. Reaction!

The SAM Group.ca

FLOORPLAN



***DISCLAIMER** – *Floorplan subject to change**

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EVENT INFORMATION

Event Date & Location:

March 31, 2027 - Cohere Centre – 4889 Uplands Drive Ottawa ON Halls 2 & 3 & 4 – **FREE PARKING**

Show & Exhibiting Hours:

*** Tuesday, March 30th, 2027 – **Move-In** 11:00 a.m. – 8:00 p.m. *** Exhibitors who have indicated that they will have Large Equipment will be able to move in from 9:00 a.m. to 11:00 a.m.****

Wednesday, March 31st, 2027 – **7:30 a.m.** Registration Opens
Wednesday, March 31st, 2027 – **9:00 a.m. – 10:00 a.m.** Meeting Room Seminars
Wednesday, March 31st, 2027 – **9:00 a.m. – 4:30 p.m. Trade Show Floor Hours**
Wednesday, March 31st, 2027 – **10:30 a.m. – 11:30 a.m.** Meeting Room Seminars
Wednesday, March 31st, 2027 – **12:00 p.m. – 1:00 p.m.** – Buffet Lunch on Trade Show Floor
Wednesday, March 31st, 2027 – **1:00 p.m. - 2:00 p.m.** Feature Presentation Hall 4
Wednesday, March 31st, 2027 – **2:15 p.m. – 3:15 p.m.** Meeting Room Seminars
Wednesday, March 31st, 2027 – **3:15 p.m. – 4:30 p.m. Cocktail & Networking Reception** – on Trade Show Floor
Wednesday, March 31st, 2027 – **Move Out 4:30 p.m. – 8:00 p.m.**

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Exhibiting Opportunities – Booth options

	Available	Member Price	Non-Member Price
Exhibitor - 10' x 10' booth - 100 sq. feet	**117**	**$1,200.00 + HST**	**$1,700.00 + HST**
Exhibitor - 10' x 20' booth - 200 sq. feet	**16**	**$1,700.00 + HST**	**$2,200.00 + HST**
Exhibitor - 20' x 20' booth - 400 sq. feet	**22**	**$2,300.00 + HST**	**$2,800.00 + HST**
Exhibitor - 20' x 30' booth - 600 sq. feet	**3**	**$3,400.00 + HST**	**$3,900.00 + HST**
Exhibitor - 20' x 40' booth - 800 sq. feet	**2**	**$4,500.00 + HST**	**$5,000.00 + HST**
Exhibitor – 30’ x 30' booth - 900 sq. feet	**1**	**$4,600.00 + HST**	**$5,100.00 + HST**
Exhibitor - 30' x 40' booth - 1200 sq. feet	**4**	**$5,600.00 + HST**	**$6,100.00 + HST**

**** Payment required at registration, via Credit Card****

**** Booth requirements larger than 30’ X 40’ require special approval** Large equipment must be approved by OCA and Cohere Centre and indicated in the registration***

What’s Included in your booth registration?

- Company’s listing on all promotional material *(print* and digital formats)* ****based on meeting print deadlines.***
- One 6’L X 30”H Draped & Skirted *(black)* Table and 2 Chairs ****if requested at time of registration.***
- Pipe and Drape: 8’ back curtain and 3’ side curtains
- Smart Badge Lead Retrieval access through Trade Show App ****with use of exhibitor’s own Android or iPhone***
- Fork-lift Access *(Move-in/Move-out)*
- Free Wi-Fi, Free lunch
- 24-hour Security
- First Aid ***(during the event)***
- Show Reception & Cocktail

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What's NOT included in your booth registration?

- **Electrical and Mechanical Services** – Please refer to the **BOOMER** portal for Electrical/Mechanical services by following this link, Cohere Centre . **Please note the advanced pricing deadline date of February 26th, 2027.**

- **Booth Carpeting and Furnishings** – The exhibit area is not carpeted; however, the aisles will be carpeted. Carpet rental and furnishings are available through **STRONCO**. Please refer to the online portal, www.stroncoonline.com *Please quote show code **(To follow shortly)***.

IMPORTANT EXHIBITING INFORMATION

- Booth display and equipment shall not extend into the aisles, including all signs, banners, furniture etc. All demonstrations must be confined to exhibiting space.
- Exhibits must not block any exit doorways or aisles.
- Show management must approve any structures that exceed **8 feet in height**, including signs, lighting, displays, balloons, etc.
- Show management reserves the right to restrict sounds from any source that interferes with activities in neighbouring booths.
- **OCA/Cohere Centre** staff, office staff or volunteers **are not responsible** for the safety or the property of exhibitors participating from theft, damage, accident or other causes.
- Exhibitors must leave the booth space in the same condition as it was at the time of occupation. Any material left in the booth/trade show floor that requires additional cleaning will be billed to the exhibitor. **Any damage to the floor or walls will be billed to the exhibitor.**

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Exhibitor Check List & Important Dates

Activity	Due Date
Exhibitor Registration (online)	**No later than March 26, 2027**
Provide Insurance Certificate	**No later than March 19, 2027**
Register Booth Staff	**No later than March 26, 2027**
Booth supplies discount deadline (**STRONCO**)	**To follow shortly**
AV requirements (**Boom Commerce**)	**No later than, March 19, 2027**

Cancellation Policy

Cancellation of exhibiting space must be submitted in writing to Stephanie Wallace, 9 Antares Drive or by email, stephanie@oca.ca

- On or before **January 29, 2027,** registrant will receive a full refund minus a **$250** non-refundable deposit.
- On or before **February 26, 2027,** registrant will receive a **50% refund** of the total amount paid.
- **No refund will be granted after** **February 26, 2027**.

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MOVE-IN/MOVE-OUT

Move-In

Move-in will take place on **Tuesday March 30**, **2027**, between **11:00 a.m. – 8:00 p.m.** Exhibitors with **Large Equipment** will move in between **9:00 a.m. and 11:00 a.m.**

Show management will provide dollies & forklift services during move-in/move-out at no cost to exhibitors. The set up and tear down of your exhibit space is considered a construction site. Therefore, it must be treated as such hard hats and work boots are required by all on the show floor.

Exhibitors using a large display area will be brought in first, followed by the smaller exhibitors. The Hall is equipped with large loading doors. These exhibitors will be contacted to schedule their move in. Exhibits must be completely set up during the scheduled move in time. Setting up is **not** permitted on **Wednesday March 31st, 2027,** while delegates are present.

Move Out

For Safety reasons, exhibitors are **not permitted** to "move-out" until all the attendees have cleared the show floor on **Wednesday March 31st, 2027, at 4:30 p.m.** Exhibitors **must vacate the show floor by** **8:00 p.m. on Wednesday March 31st, 2027**.

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Required Registration and Forms

The following forms and registration requirements are to be completed online prior to the Show

- □ Online Exhibitor Registration: https://events.myconferencesuite.com/2027OCASymposiumBooth/reg/landing
- □ Exhibitor Supply **STRONCO online order link** www.stroncoonline.com *Please quote show code* ***(To follow shortly)*****.**
- □ Insurance Certificate* **to be uploaded directly to your exhibitor registration** or **emailed to** stephanie@oca.ca.
- □ Exhibitor Electrical and Mechanical supply orders, **(ordering link to follow shortly)**

*****advance pricing deadline of March 10th, 2027***

MANDATORY EXHIBIT REQUIREMENT

- **Insurance Certificate -** Each exhibitor is required to have proof of insurability prior to the show opening. The value of the certificate must be for no less than $2,000,000. Please contact your insurance company/broker to obtain a copy of this certificate and include this with the other required forms. If you any questions, please contact Stephanie Wallace stephanie@oca.ca.
- **Adherence to Occupational Health & Safety Act**
  Hard Hat and Work Boots required for move in/move out.

Please note the certificate of insurance must include coverage for the 2027 OCA Construction Symposium & Trade Show. The Show name needs to be on the Certificate of Insurance

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IMPORTANT INFORMATION FOR EXHIBITORS

Please note Exhibitors will be responsible (financially) for not adhering to the following Cohere Centre rules:

1. **NO FLAMMABLE MATERIALS:**
   No gasoline, acetylene, polish, glue, explosive or flammable material will be allowed in any part of the building, and no goods or materials that conflict with the rules of the Ottawa Fire Department or any relevant governmental authority may be exhibited or brought into the building. Only non-flammable or flame-retardant treated materials may be used for table skirting or exhibit drapes. No flammable materials such as tissue paper, crepe paper, hay, etc., shall be used for decorations or advertising in the building. All such materials to be used for decorative or advertising purposes must first be treated with a flame retardant and use shall be in accordance with the Ottawa Fire Department's Fire Regulations governing Exhibits and Displays in public buildings. The Exhibitors shall not use oils, burning fluids, camphene, liquid oxygen, ethylene, propane, kerosene, naphtha or other flammable gases for either mechanical or other purposes or any other agent other than electricity for illuminating exhibits or decorations in the building. No open flames will be allowed in the space or the building without written consent of the Ottawa Fire Department.

2. **CONCESSIONS, CATALOGUES:** No Exhibitors shall sell, serve, or dispense any food, merchandise, beverages, or services in the Space without the **prior express written approval of the Cohere Centre** which approval may be unreasonably withheld. Regulations governing sampling may be obtained from the Food and Beverage service provider. The use of any coin-operated machine by the Licensee or its exhibitors is expressly prohibited.

3. **GASOLINE OPERATED VEHICLES:** No gasoline-operated forklift truck or other machinery shall be used in the building without the express written consent of the Cohere Centre.

4. **BEER, WINE, LIQUOR AND ALL OTHER BEVERAGES:** The Cohere Centre and/or the food and beverage service provider have the exclusive right to sell all beverages. The OCA shall not permit or allow beer, wine, liquor, or all other beverages of any kind sold, given away, or consumed on the Lands and/or building except with the express written consent of the Cohere Centre, whose consent may be unreasonably withheld.

5. **DAMAGE TO BUILDING:**
   - **a)** Exhibitors shall not cause or permit any nails or other things to be driven into any portion of the Building, nor any signs or decoration to be affixed either to the exterior or interior thereof, nor cause or permit any changes, alterations, repairs, painting or staining of any part of the Building or the furnishings or equipment thereof, nor do, nor permit to be done anything which will damage or change the finish or appearance of the Building or the furnishings thereof. This includes the use of Tire Shine on the trade show floor.
   - **b)** **Adhesive Tape:** The only tapes authorized for use on exhibit hall floors are Doublestick V (2-sided tape), Rainbow (1-sided 7ml vinyl), masking tape, #618 Suretape (cloth duct tape), and/or #174 high-adhesion double-faced tape. Acceptable wall adhesives are Lepage Fun Tak or similar putty adhesive. All adhesive products must be removable without damage to the surfaces or building finishes. **Charges will apply to the Exhibitor for all tape damage and/or adhesive removal.**
   - **c)** If damage to the space or the building, (excluding normal wear and tear or caused by the building's employees') has been identified, the Cohere Centre shall determine the reasonable cost of repair. The OCA will then charge the Exhibitor for the cost of the repairs.
   - **d)** Carts and dollies that have steel wheels are not permitted on any carpeted or tiled area in the building. All crates and other objects moved in or out of the building shall be handled in a manner to maximize the protection of, and minimize the risk of damage to all carpeting, painted surfaces, door fixtures, etc. No holes may be drilled, cored, or punched into the building. Drip pans and scrap buckets need to be available by the Exhibitor for operation of machinery to prevent lubricants, paint, etc., from staining the floor or carpet or causing a safety hazard. The costs and expense of any clean up shall be responsibility of the Exhibitor.