



FAQs – CUTA Forum 2017

Q: When does registration open?

A: Online registration is open from July 10, 2017.

Q: Do I need to be a member to attend the Conference?

A: No. CUTA welcomes all members and non-members to attend the conference.

Q: What is the cost to attend?

A: Please see the [Pricing Structure](#).

Q: What does my full conference registration include?

A: Your full program registration includes attendance at all sessions (unless the session is by invite only); all meal functions including our Welcome Reception, Opening Breakfast, Business Members Evening, Awards Breakfast, Closing Lunch, and Technical Tours.

Q: As a registered delegate, will I receive a delegate list for registered attendees?

A: Yes. CUTA will circulate a delegate list prior to the start of conference for networking purposes. A delegate list will also be available on the Conference App.

Q: How do I register for a Technical Tour?

A: Registration for Technical Tours is on a first-come, first-served basis. Sign-up sheets will be available at the Registration Desk. Tours depart at the same time, please sign up for only one.

Q: What does the Companion Program include?

A: The Companion program includes entry to any/all companion tours and meal functions: Welcome Reception, Opening Breakfast, Business Members Evening, Awards Breakfast, and Closing Lunch.

Q: Can Companions go on the Technical Tours, and can Delegates go on the Companion Tours?

A: No. We have limited space for all our tours. Technical Tours are available to only Delegates. Companion Tours are available to only Companions.

Q: How do I book accommodation?

A: Please click [here](#) to reserve your accommodation.

FAQs – Showcase 2017

Q: How can I reserve a Showcase Space?

A: Please click [here](#) to view the interactive map where you can choose your exhibit space in real time.

Q: Do I have to be a Member to be an Exhibitor?

A: Yes. CUTA only allows members in good standing to exhibit. If your membership fees for 2017 have not yet been paid, please contact our Member Services Coordinator, Winnie Tong, tong@cutaactu.ca.

Q: What is the cost to exhibit?

A: A premium space costs \$1,700 (plus HST), while a standard space costs \$1,500 (plus HST). Please hover your mouse over the desired exhibit space on the [interactive map](#) to view the price.

Q: How many exhibitors can I have at my showcase space?

A: There is a limit of 2 exhibitors per 8' x 4' showcase space. Each exhibitor will be required to register their attendance. Please contact conferences@cutaactu.ca to register.

Q: Can I also reserve a Theatre space and/or a Garage space? If so, what is the cost?

A: Yes. Registration for the Showcase Theatre and Showcase Garage will open shortly. The cost for a Theatre space is \$2,500 (plus HST). The cost for a Garage space is \$5,000 (plus HST).

Q: Can I change my booth location, or add to it?

A: We strongly encourage exhibitors not to change spaces once they have reserved a booth. If space is available, it is possible to expand or add to the size of your booth.

Q: What is included in the price of my booth/bus space?

A: Exhibit Fees include the following:

- 8' x 4' Showcase Space – drapes may be ordered as additional item through Stronco and at exhibitor's expense
- 1 Cruiser Table
- 1 Spandex Black Cover
- 2 Wire Back Stools
- Garbage Bin
- 1 Electrical Outlet if required (please order in advance) and electricity
- Other exhibitor services can be ordered through Stronco
- Food and beverage can be ordered through the Sheraton Parkway Hotel
- Complimentary light refreshments during move-in on Sunday at hotel only



- Showcase space vacuuming prior to opening
- General Showcase security: Sunday 6:00pm to Monday 6:00pm
- Advance list of pre-registered delegates for the CUTA Forum
- Brief description of your product or service in the Showcase Guide (Please submit by Friday, October 13, 2017)
- Exposure in industry and conference publications and on CUTA website

FAQ – Showcase Theatre Spaces

**Questions will be fairly similar to the Showcase Corridor ones as above.

