

## 2025 PIP HEALTH & SAFETY REGIONAL CONFERENCE SOUTHWESTERN ONTARIO (KITCHENER)

### EXHIBITOR KEY FORMS CHECKLIST

Items marked in RED are MANDATORY

Send forms in before deadline

SEND DIRECT TO WSPS	DEADLINE	RETURNED
<b>Signed Health and Safety Rules Form</b>	Wednesday, October 1, 2025	
<b>Show Management Form for Badges</b>	Wednesday, October 1, 2025	
SEND DIRECT TO BINGEMANS	DEADLINE	RETURNED
Laurie Schell – <a href="mailto:lschell@bingemans.com">lschell@bingemans.com</a> Please reach out to them directly for any power. \$125/drop.	Wednesday, October 1, 2025	
PRE-SHIPPING OF MATERIALS TO VENUE	DEADLINE	
If sending any packages/items, please address to Laurie Schell/WSPS Conference, Bingemans Conference Centre, 425 Bingemans Centre Drive, Kitchener, ON N2B 3X7 Ensure each item is labeled with the event name, event date, and meeting room	<b>*Friday, October 10, 2025</b>  <b>*Please have arrival as close to the event days as possible, as there is limited storage on site.</b>	
BOOK DIRECT WITH HOTEL	DEADLINE	
<b>DoubleTree by Hilton Kitchener</b> <b>Rate:</b> \$179.00 (Single King Room) + applicable taxes and fees <b>Hotel Phone:</b> 519-893-1211 <b>Room Block Code:</b> “WSP”	Monday, September 15, 2025	