

A banner for the North Atlantic Fish & Workboat Show. It features a blue background with a white mountain silhouette on the left. A fishing boat is shown on the right, sailing on the ocean with a rocky coastline in the background. Text is overlaid on the banner.

North Atlantic
FISH & WORKBOAT
SHOW

NOVEMBER 14–15, 2025

Mary BROWN'S
CENTRE

St. John's, NL

Exhibitor Manual

This Exhibitor Manual has been compiled to help you and your staff with complete details about all phases of the exhibition process at the North Atlantic Fish and Workboat Show.

Enclosed you will find helpful information to make your participation in our show successful.

We strongly urge that you give this manual to those having responsibility for your participation in the show.

WWW.NAFISH.CA

SHOW MANAGEMENT

The North Atlantic Fish and Workboat Show is produced and managed by:

Marketplace Events

Po Box 70060 Rimrock Plaza
Toronto, On
M3J0H3

SHOW TEAM

Shawn Murphy
Show Manager

ShawnM@mpeshows.com

Emily Aver
Operations Coordinator
EmilyA@mpeshows.com

Pat Steeves
Show Manager

PatS@mpeshows.com

Simone Hebert
Operations Coordinator
SimoneH@mpeshows.com

Show personnel will maintain a show office and show personnel will be available on the floor during move-in, all show hours and move-out.

SHOW FACILITY

Mary Brown's Centre
50 New Gower Street, St. John's, NL A1C 1J3
Telephone: 709-758-1111

SHOW DECORATOR

Global Convention Services is the show decorator and provides carpet, tables, chairs, cleaning, signage etc.

Please order directly with them using this form: [Click Here](#)

Advance Price Deadline : October 24, 2025
Ordering Deadline : October 31, 2025

Send completed form along with Method of Payment to info@globalconvention.ca

MOVE-IN | MOVE-OUT DAYS AND HOURS

NEW: WHEN YOU ARRIVE FOR MOVE-IN PLEASE CHECK IN WITH SHOW PERSONNEL BEFORE SETTING UP.

MOVE-IN

Wednesday, November 12th (BY APPOINTMENT ONLY)

Reserved for larger boats or specialty move-in, by appointment only.

Thursday, November 13th (SCHEDULED by location)

Booth Move-In will be scheduled depending on location.

All exhibits must be complete by 6pm on Thursday, November 13th.

Aisle carpets will be laid at 6pm Thursday. Absolutely no dollies will be permitted on the show floor after that time.

All freight must be shipped to the facility Wednesday, November 12th. (9am to 5pm)

Please contact **Shawn Murphy** at ShawnM@mpeshows.com or **506-300-4117** to make arrangements if you require Wednesday, November 12th to setup your display.

MOVE-OUT

Saturday, November 15

4:00pm – 10:00pm

IMPORTANT NOTICES

If freight is still on the show floor Saturday at 10pm, Show Management reserves the right to ship your freight with the Official Show Carrier (Armour / Beyond Borders Logistics & Consulting Inc.) with all costs being billed to the exhibitor.

No exhibit may be removed in part or in whole prior to the close of the show at 4pm, Saturday, November 15, 2025.

SHOW HOURS

Friday, November 14

10:00 am - 5:00pm

Saturday, November 15

10:00am – 4:00pm

ACCOUNT BALANCES

Final payment for exhibit space must be made by **September 12th, 2025**. Show management reserves the right to refuse entry to any exhibitor whose account has not been paid in full.

Exhibitor Badges will not be available until the account has been paid in full.

IMPORTANT NOTES ON EXHIBITING

STAFFING YOUR BOOTH

All exhibitors are expected to be in their booths during all published show hours, as we do receive consumer complaints about un-manned displays. Our visitors pay an entrance fee and expect to be able to do business with our exhibitors at any time during show hours. If you are in violation of this rule, your company may not be permitted to exhibit with us in the future.

MATERIAL HANDLING

Material handling equipment will be available on site. Drayage to and from booth, container storage and forklift service to 5,000 lbs is provided at no charge.

EXHIBITOR'S ADVERTISING LITERATURE AND PRODUCT BROCHURES

All exhibitors will be permitted to hand out brochures if they wish to do so. However, all advertising circulars must be distributed from booths only and must not be placed or distributed outside your assigned site boundaries. Materials are not permitted to be distributed from event parking/registration areas. Only materials pertaining to the Official Exhibitor may be exhibited.

FOOD SAMPLING

If you have food/beverage samples or products they must be pre-approved by show management and the facility.

DEMONSTRATIONS AND HANDOUTS

Exhibitors demonstrating products and/or distributing marketing materials, product samples or souvenirs are not permitted to do outside the confines of their rented exhibit area. Working in the aisle is strictly prohibited and will be enforced by show management. This includes any mascots. Please do not block your neighboring booths with an 8' sidewall. No 8' sidewalls are permitted past 6' from your back wall, without permission of Show Management.

VEHICLES

If your exhibit includes a vehicle, Show Management must be informed so we can schedule a move in time. You must have a locking gas cap and you must disconnect the battery. Please leave the keys at the show office.

No trucks, signs or mobile signs of any kind will be allowed in the parking lot, once the show is open. During move-in/move-out, please do not block the loading doors with your vehicle.

SECURITY

Exhibitors are required to maintain staff within their booth during all show hours. To minimize the risk of theft, we suggest you keep your booth staffed until the aisles have been cleared of all attendees at the end of show days.

Exhibitors are reminded that Show Management does not assume any responsibility for losses; therefore, exhibitors should take all reasonable precautions to protect their own property, including all required insurance. Security guards will be on 24-hour duty from the start of move-in until the end of move-out.

INSURANCE

a) Exhibitor shall obtain and maintain at its own expense a comprehensive general liability and all risk property insurance policy acceptable to MPE for the period commencing on the first move-in date and terminating on the last move-out date. The policy shall name MPE as additional insured and insure Exhibitor against all claims of any kind arising from or in any way connected with Exhibitor's presence or operations at the Show. The policy shall provide coverage of at least \$1,000,000 for each separate occurrence. At the request of MPE, Exhibitor shall provide MPE with a certificate of insurance verifying the policy.

b) Exhibitor is responsible to insure and protect its own exhibit, personnel, display and materials from any damage or loss through theft, fire, accident or other cause and accepts all risks associated with the use of the exhibit space and its environs. Exhibitor shall not make any claim or demand or take any legal action, whatsoever, against MPE, the Show sponsors or the facility in which the Show is held, for any loss, damage or injury howsoever caused, to Exhibitor, its officers, directors, agents, representatives, and employees or their respective property.

Ensure you are adequately insured.

SHIPPING INFORMATION

Shipping Address

Mary Brown's Centre

50 New Gower Street, St. John's, NL A1C 1J3

Telephone: 709-758-1111

Please Note: Shipments to Mary Brown's Centre must be prepaid and scheduled to arrive no earlier than 9am, Wednesday November 12. Collect shipments or those arriving prior to November 12 will not be accepted by facility staff.

It is your responsibility to arrange to ship your exhibit to the show and back to your place of business, after the show is over. Please ship during the posted move-in/move-out hours only.

SMOKING REGULATIONS

No smoking is permitted inside any building.

ALCOHOL/DRUGS REGULATIONS

No alcohol may be consumed on show site other than during designated times and locations as specified in this Exhibitor Service Manual and/or on posted signage by the show facility. Alcohol consumption is strictly forbidden during all move-in and move-out hours. Additionally, the use or distribution of illegal drugs is strictly forbidden. Any persons including exhibitors, service providers, employees, attendees or anyone else working at or attending the show that does not comply with this policy will be removed from the show and their credentials will be revoked.

ANIMALS/PETS

Only Service animals are allowed inside the building during event hours of the event.

HELIUM ITEMS

It is not permissible to have helium-filled balloons.