



Butterdome
Craft Sale

Shipping Information 2025

Butterdome Spring Craft Sale produced by Signatures

****Please inform the Show Director if you plan on shipping****
Francine Leduc- fleduc@signatures.ca

Exhibitors may use the freight carrier of their choice when shipping to show however, your carrier must deliver and pick up within the timelines established for the show, see below. To receive accurate quotes from shippers, you will need your shipment details ready. This includes:

- Shipment dimensions & weight
- Number of pieces (i.e. number of pallets and/or crates)
- Pick-up location and details (i.e. require tail gate lift, residential address, loading dock, etc.)
- Delivery location (provided below)
- Billing information

Pick-up and delivery dates (provided below)

Delivery Location & Details

Inbound freight delivery date: Thursday, May 1st, 2025 before 10 a.m.
Material handling: Global Convention Services
Outbound freight pick-up date: Sunday, May 4th, 2025 by 8:30 p.m.
Shipments should be addressed as follows:

[Your Name], [Your Company Name]
Butterdome Spring Craft Sale
Butterdome, University of Alberta
11440 87 Avenue NW
Edmonton, AB T6G 1C9

Important

Exhibitors **must** notify Show Management if they will be shipping to and from the show and provide the name of the carrier you are using to receive complimentary material handling. **Shipments received onsite without prior notification will be subject to material handling charges.**

Shipments must arrive on Thursday, May 1st by 10 a.m. only. The facility **will not** accept early shipments and will not be responsible for any losses incurred should freight be delivered early; please ensure your carrier is aware of the established event timelines. Shipments will be delivered directly to your booth by Global Convention Services early on set-up day.

All outbound shipments from the show must be picked up Sunday, May 4th by 8:30 p.m. as the facility will not store freight overnight. Freight awaiting pickup must be securely packed with shipping labels attached and will be picked up from your booth area Sunday night. Any freight remaining after 9 p.m. may be shipped through Global Convention Services as Forced Freight at the exhibitor's expense.