The Wellness Show 2027 – Exhibitor Checklist

To help you stay on track, please review this checklist and mark off each task as you complete it. Important deadlines and contacts are included to ensure a smooth experience at The Wellness Show.

Task	Deadline	Completed (✓)
Submit final booth payment	Upon booking	
Book hotel accommodations at Pinnacle Hotel Harbourfront	December 28, 2026	
Submit Certificate of Insurance to EventWorx for those that require (support@eventworx.ca)	January 16, 2027	
Order electrical, plumbing, internet, or telecommunication services via VCC Exhibitor Services	January 7, 2027 cut off for advanced ordering January 25, 2027 cut off for pre-show ordering	
Confirm shipping arrangements with GNS Freight Solutions (andrew@gnsfreight.com, 902-315-2750)	Domestic pick updates within Canada Toronto Jan 22, 2027 Edmonton & Calgary. Jan 27 2027 Vancouver Jan 28 2027	
Complete and email GNS Freight Order Form,	Before shipping	



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Commercial Invoice, and CUSMA Form (for U.S./Mexico exhibitors)		
Schedule domestic pickup with GNS Freight (Toronto – Jan 27, Edmonton/Calgary – Jan 28, Vancouver – Jan 27)	January 22–28, 2027	
Ship materials to Advance Warehouse (C/O STI Transport, 1319 Derwent Way, Delta, BC)	Dec 29, 2026 – Jan 28, 2027	
Ensure all shipments are labeled with booth number and event name	Before shipping	
Notify GNS Freight of international shipments for customs clearance	Before shipping	
Confirm outbound shipping and customs arrangements with GNS Freight	During move-out	
Book material handling with Goodkey (early bird rate deadline)	January 8, 2027	
Ship materials to Goodkey's advance warehouse	January 3–24, 2027	

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Submit booth staff names for exhibitor badges	January 5, 2027	
Request additional exhibitor badges (if required)	January 5, 2027	
Request complimentary ticket link or purchase additional tickets	January 15, 2027	
Confirm move-in booking with Voyage Control (booking code provided in January 2027)	First week of January 2027	
Submit Temporary Food Services or Personal Services application (if applicable)	January 8 2027	
Book cold storage (if required)	January 5 2027	
Submit Display of Products & Services Form	January 5 2027	
Send logo for customized exhibitor digital postcard to marketing@eventworx.ca	January 5 2027	
Provide prizes/gift cards for show contests (if participating)	Deliver during move-in	
Move-in and booth setup	Friday, January 29, 2027	
Show open – Saturday	January 30, 2027 (10:00am–6:00pm)	

Show open – Sunday	January 31, 2027 (10:00am–5:00pm)	
Move-out and booth removal completed	By 10:00pm, January 31, 2027	

For questions or assistance, please contact:

- EventWorx Corporation: support@eventworx.ca or (403) 971-3227
- Goodkey Show Services: exhibitorservices@Goodkey.com or (877) 726-2211
- Vancouver Convention Centre Exhibitor Services: exhibitorservices@vancouverconventioncentre.com
- GNS Freight Solutions: email andrew@gnsfreight.com or (902)-315-2750.