

# SKILLS ONTARIO CAREER EXPLORATION SHOWCASE

## 2026 EXHIBITOR REGISTRATION PACKAGE

Toronto Congress Centre • MAY 4 & 5 2026

**2026 SKILLS ONTARIO COMPETITION**

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Please ensure all individuals staffing your booth have received and read this package so as to be aware of the rules and procedures, including safety and equipment/materials handling, that are enforced at the Career Exploration Showcase.

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## VOLUNTEER WITH US!

Join the ranks of over 900 volunteers who donate their time and energy to furthering the promotion of the skilled trades and technologies to Ontario's youth.

For more information on volunteer positions please visit [www.skillsontario.com/volunteer](http://www.skillsontario.com/volunteer)



# ACCESS A DIVERSE AUDIENCE

Position your organization as a **leader** in supporting the future of skilled trades and technology by participating in the annual **Career Exploration Showcase (CES)**. Held annually at the prestigious Skills Ontario Competition, CES is Ontario's premier **interactive and hands-on event** dedicated to career discovery!

*This is your ideal opportunity to engage a diverse and highly motivated audience:*

- **Future Professionals:** Directly guide young people who are actively investigating careers in skilled trades and technologies.
- **Key Influencers:** Inform and inspire the parents and educators who play a vital role in their career decisions.
- **Institutional Partners (Education):** Connect with decision makers from Colleges, School Boards, & Union Training Delivery Agents.
- **Industry Peers:** Network with fellow industry leaders to foster partnerships, supply chain opportunities, and business growth.

Your participation in the CES instantly positions you as a leading advocate of Ontario's skilled trades and technologies work force, demonstrating an active commitment to **cultivating excellence** among the next generation of skilled professionals.

← **40,000+** →

Spectators over the 2 day show!



Our official event hashtag, #SOC2025  
received over 80,000 social impressions!



**WE PROVIDE THE OPPORTUNITY,  
YOU PROVIDE THE INTERACTIVE TRADES EXPERIENCE.**



# HOW TO REGISTER

Follow the prompts to fill out our Online Registration Form at:  
[www.skillsontario.com/exhibitors](http://www.skillsontario.com/exhibitors)

**Registration Opens:** Friday, December 12th, 2025

**Deadline for booth registrations:** Friday, April 3rd, 2026

Requests for specific booth locations will be considered and may be prioritized based on level of sponsorship.

As Canada's largest skilled trades and technology event with 40,000 spectators over 2 days, we operate a bit differently than a traditional trade show. Instead of booth sales, we work in partnership with partners, where sponsorship helps fund and deliver this event for students, educators, and industry partners across Ontario. Because of limited space and our collaborative model, booths are offered exclusively as part of sponsorship packages only. For more information about partnership, please contact Paul Clipsham at [pclipsham@skillsontario.com](mailto:pclipsham@skillsontario.com)

## EVENT DATES AND LOCATION

### DAY 1:

Monday, May 4, 2026 - \*9:00am - 4:00pm

### ADDRESS:

Toronto Congress Centre

### DAY 2:

Tuesday, May 5, 2026 - \*9:00am - 4:00pm

650 Dixon Road

Toronto, ON, M9W 1J1

\*Please note that while the Career Exploration Showcase hours begin and becomes open to the public at 9:00 am, doors are open and competitors/advisors begin arriving onsite at 7:00 am each day.







# ADDITIONAL BOOTH PRICING

EARLY BIRD RATE	REGULAR RATE	LATE REGISTRATION RATE	Each exhibitor will receive:
December 11, 2025 - February 3rd, 2026	February 4th, 2026- March 28th, 2026	March 29th, 2026- April 3rd, 2026	
\$1,350 per booth	\$1,650 per booth	\$2,000 per booth	<ul style="list-style-type: none"><li>• 8' back drape</li><li>• 3' side drapes</li><li>• Listing in the Competition Guide</li><li>• Listing and link on the Career Exploration Showcase webpage <a href="http://www.skillsontario.com/">www.skillsontario.com/</a></li></ul>

- each sponsorship package allows additional booths to be purchased, in addition to what the package comes with.
- Requests will be taken into consideration when allocating booth locations.
- Exhibitors who register early are more likely to receive their requested booth(s).
- **Booths must be fully set-up and staffed by 9 am on Monday, May 4th, or the space will be re-assigned and disqualified from participation in the best booth awards.**
- **Booth must be staffed both May 4th & 5th (no single day participation).**

## CANCELLATION POLICY

- Please note this cancellation policy only pertains to services offered by Skills Ontario, for third party vendor cancellation policies, please refer to the appropriate third party order form.
- If services **provided by Skills Ontario** have already been provided at the time of cancellation, original charges will apply.
- No refund will be given on services that require advance planning
- If a cancellation notice is received in writing on or before the deadline date (Friday, April 3, 2026) a full refund will be issued on listed items on the registration form.
- If a cancellation notice is received in writing after the deadline date (Friday, April 3, 2026 but before two weeks prior to the event (Monday, April 20, 2026), a 50% refund will be issued on items listed on the exhibitor's registration form.
- Any cancellations received after Monday, April 20, 2026 will not be refunded either in whole or in part.
- Any booth that is not fully set-up and staffed by 9:00 am on Monday, May 4, 2026 will be reassigned without refund and disqualified from participation in the best booth awards.

# SHOW SCHEDULE

Exhibitor Move In & Set Up | Career Exploration Showcase Hours | Exhibitor Move Out & Tear Down

## EXHIBITOR MOVE IN & SET UP

DATE	HOURS	DETAILS
Wednesday, April 29, 2026	9:00 am - 4:00 pm	Large item delivery window only. No exhibitors or booth setup companies onsite for setup. *Construction Zone*
Thursday, April 30, 2026	9:00 am - 4:00 pm	Large item delivery window only. No exhibitors or booth setup companies onsite for setup. *Construction Zone*
Friday, May 1, 2026	9:00 am - 12:00 pm	Large item delivery window only. No exhibitors or booth setup companies onsite for setup. *Construction Zone*
Saturday, May 2, 2026	8:00 am - 5:00 pm	Exhibitors can be onsite to set up booth space.
Sunday, May 3, 2026	9:00 am - 5:00 pm	Booths must be set up by 5pm.

Any material supplied by Skills Ontario will remain the property of Skills Ontario. Exhibitors are responsible for the loss of any Skills Ontario materials associated with their booths and shall compensate Skills Ontario in the event of loss or damage.

## CAREER EXPLORATION SHOWCASE HOURS

Exhibitors and exhibits must be present for both days of the Career Exploration Showcase.

DATE	HOURS	DETAILS
Monday, May 4, 2026	9:00 am - 4:00 pm	Exhibits must be set up by 9:00 am (Exhibitors can begin setup at 7am morning of May 4) or Skills Ontario reserves the right to re-assign your booth to another Exhibitor.
Tuesday, May 5, 2026	9:00 am - 4:00 pm	Exhibitors must NOT dismantle their booth before 4:00pm.*

Exhibitors must enter through door D or E on competition days, security door 4 is off limits. Please note many competitions have sign in and orientation as early as 7:00am on Monday and/or Tuesday and the competitor and/or their advisors may be on site prior to the opening to the public at 9:00am.

## EXHIBITOR MOVE OUT & TEAR DOWN

DATE	HOURS	DETAILS
Tuesday, May 5, 2026	4:00 pm - 8:00 pm (No Pump carts or Forklifts until after 6:00pm)	Tear-down involving heavy equipment begins at 6:00pm. Construction Zone after 6 pm*
Wednesday, May 6, 2026	8:00 am - 5:00 pm	Tear-down involving heavy equipment begins at 8:00am.*Construction Zone*

\* Exhibitors must NOT dismantle their booth before 4:00pm on Tuesday, May 5, 2026. **Forklifts and pump carts can not be used to dismantle booth space until after 6:00pm.** Failure to comply with this request could result in forfeiting the right to exhibit at the Career Exploration Showcase in future years. Items stored by Skills Ontario in contest sites during the show will not be accessible until after 6:30pm Tuesday, May 5, 2026. Skills Ontario is not responsible for the loss or damage of any items left at the facility. All items/freight left as of 5pm on Thursday, May 7, 2026 will be considered abandoned. All abandoned freight will be disposed of.

**Additional Equipment Rentals | Lunches | Accommodations | Parking**

## ADDITIONAL EQUIPMENT RENTALS

### EACH EXHIBIT IS SUPPLIED WITH:

- 8' back drape
- 3' side drapes
- Listing in the Competition Guide
- Listing and link on the Career Exploration Showcase webpage at [www.skillsontario.com/showcase](http://www.skillsontario.com/showcase).

Booths are not carpeted and do not include tables, chairs, wifi internet, power, extension cords and power bars. Please refer to Page 7 to order any of the above from their appropriate third party vendor.

Extension cords and power bars are not provided. Please ensure you bring enough cords for your space.

## LUNCHES

The SKETCH Restaurant within the Toronto Congress Centre will be open for Exhibitors displaying an Exhibitor Wristband only to purchase food and drinks. Onsite food trucks as well as local restaurants around the venue are available to purchase food from. Please visit <https://www.skillsontario.com/competition-visitors#Food> for more information. Please note that large attendance numbers may result in long line-ups at the Food Trucks and local restaurants. As such we encourage those who can, to bring a packed lunch or use the SKETCH Restaurant. Limited seating will be available both indoors and outdoors.

## ACCOMMODATIONS

Visitors and competitors of the annual Skills Ontario Competition visit at the Toronto Congress Centre from all over the province, and even outside Ontario! Sometimes, this means accommodations are required for overnight travel. Skills Ontario works with hotels close to the vicinity of the venue to secure several different group options and rates for visitors to book. The hotels and group rates are generally posted to the Skills Ontario website near the start of the school year/fall. Visitors can follow the instructions listed with each hotel on how to book. There is a deadline allocated with each hotel for when the group rate is no longer available. At that time, the hotel will be removed from the Skills Ontario website, or removed if and when a block has been filled.

For hotel specific information including locations and how to book, please visit our website at

[skillsontario.com/competition-visitors#Hotels](http://skillsontario.com/competition-visitors#Hotels)

## Parking

### No Overnight Parking at the Toronto Congress Centre, unless pre-approved

- NO overnight parking in the bus parking lot (east side of building) Sunday and Monday night – will be towed at the owners expense
- NO parking during the daytime in the bus parking lot (east side of building) on competition days (Monday-Tuesday) – will be towed at owners expense
- To receive approval and further instructions, please contact Jennifer Green—[jgreen@skillsontario.com](mailto:jgreen@skillsontario.com)
- Information required:
  - ✦ Make/ model/ colour of vehicle/trailer:
  - ✦ License plate, if available:
  - ✦ Trailer with the vehicle? Approx length/ type of trailer:
  - ✦ Contact name:
  - ✦ Contact email and phone number:
  - ✦ Related to? (which showcase booth, contest, sponsor, etc):

# BEFORE THE SHOW

## Show Checklist & Deadlines | Exhibitor Booth Planning Forms

### SHOW CHECKLIST & DEADLINES

**By Friday, April 3, 2026**

#### Skills Ontario

- ☐ Skills Ontario's online Exhibitor Registration Form completed
- ☐ Requests for approval of hazardous materials to be brought onsite submitted
- ☐ Material Safety Data (MSD) for all material identified by WHIMIS submitted
- ☐ Requests for approval of structures over 10' high submitted, and/or Large Items (requiring to be driven to booth)

#### Sound Events Audio Visual Rentals

- ☐ Audio Visual ordered through Sound Events

Please email [info@soundevents.ca](mailto:info@soundevents.ca) with your request

#### Hahn Rentals

- ☐ Carpet, TV, table, chair, backdrop, & equipment rentals ordered through HAHN RENTALS

**(NO tables or chairs are provided unless ordered)**

Please fill out the [HAHN Rentals Equipment & Show Rental Package order form](#) and send to HAHN Rentals: [Info@hahnrentals.com](mailto:Info@hahnrentals.com)

**By Monday, April 13, 2026**

#### Showtech Power and Lighting

- ☐ All electrical needs ordered through Showtech

Skills Ontario will not be providing any complimentary electrical outlets within the booth space. SHOWTECH order forms can be found [here](#). Please note that these forms also mention signage and mechanical requests, any of which must first be approved by Skills Ontario before being ordered. SHOWTECH has a **three-tier pricing structure** for exhibitors: Advance: Discount pricing available until 3 weeks before move in. **Standard:** Available after the advance price date has passed and up before move-in. **On-site:** Available when move-in begins. For example, here's the 2026 pricing for a basic power outlet: Advance: \$237.00 | Standard: \$340.00 | On-site: \$408.00

**By Monday, April 27, 2026**

#### CCR Solutions Internet

- ☐ Internet ordered through CCR Solutions

Please note that the Toronto Congress Centre has **no 'free' available wifi**. If you require internet access for your booth, please order through CCR Solutions. CCR Solutions order forms can be found online at [ccrsolutions.boomerecommerce.com](https://ccrsolutions.boomerecommerce.com) Exhibitors will need to create an account by clicking "Register Now", then "Create a New Company". If you already have an existing account, simply login and search for **Skills Ontario Showcase 2026** in the search bar. Once in the store, you'll find all Internet and AV available listed under departments. Add the items to your cart and continue through the checkout process. **Be sure to include your booth number when checking out.**

**Early Bird pricing deadline is April 6th. Final day for orders is April 27th.**



# BENEFIT & DEADLINE CHECKLIST

Please review the items below and submit any necessary content or information to **Jack St. Clair** via email—[jstclair@skillsontario.com](mailto:jstclair@skillsontario.com) by the required deadlines. For any questions related to social media, promo video, program guide, and/or Skills Ontario Competition Guide please reach out to **Ariel Deutschmann**—[ADeutschmann@skillsontario.com](mailto:ADeutschmann@skillsontario.com)

✓	Due Date	Sponsor Level	Benefit and Details
	Earliest Opportunity	ALL	<b>E-newsletter Sign up</b> —If you are not on our e-newsletter mailing list please sign up at <a href="https://skillsontario.com">skillsontario.com</a> We release these every two months and you can unsubscribe at any time.
	Earliest Opportunity	ALL	2 high-resolution versions of your <b>logo</b> (*For NEW partners only, unless changed from previous) 1 web (JPEG, PNG) and 1 print (EPS) (in both colour and black and white)
	March 3, 2026	ALL	<b>Social Media</b> —Send us your Twitter, Facebook, Instagram, LinkedIn and website URLs (*For NEW partners only, unless changed from previous). Provide preferred posting date, content, and main social media contact for any social media posts included in your sponsorship.
	March 3, 2026	PREMIUM	<b>Promo Video</b> —Send us your short (30 seconds max.) promo video for posting on our website, through our social media accounts, and on site at the SOC.
	March 24, 2026	ALL	<b>Contest Sponsorship</b> —Confirm the contests you would like to sponsor for the 2026 Skills Ontario Competition. This is included in your existing sponsorship, no additional funds required. A list of all contests is included on page 18 of this document. <b>Premium, Platinum &amp; Gold</b> —opportunity to sponsor 2 contests <b>Silver &amp; Bronze</b> —opportunity to sponsor 1 contest
	February 24, 2026	ALL	<b>Skills Ontario Competition Guide</b> —Provide a company profile (100 word max) and advertisement for inclusion in this guide and the Skills Ontario Newsletter (for Premium & Platinum sponsors). Ad guidelines can be found on page 9 of this document.
	December 11, 2025 - April 3, 2026	ALL	<b>Career Exploration Showcase Registration</b> <b>Early-Bird Rate</b> (Valid if registered December 11, 2025 – February 3, 2026): \$1,350 per booth <b>Regular Rate</b> (Valid if registered February 4, 2026 – March 28, 2026): \$1,650 per booth <b>Late Registration Rate</b> (Valid if registered March 29, 2026 – April 3, 2026): \$2,000 per booth <i>*NOTE: ALL booths MUST be registered by April 3, 2026 to secure space</i>
	April 3, 2026	PREMIUM PLATINUM	<b>Medal Presenter</b> — Confirm if a representative will be acting as a medal presenter at the Skills Ontario Competition.
	April 3, 2026	PREMIUM	<b>Speaker</b> — Confirm if a representative will be speaking at the Skills Ontario Competition Closing Ceremony. <i>*NOTE: refer to your agreement for specifics</i>
	April 3, 2026	PREMIUM PLATINUM	<b>Online Survey</b> —Provide 1 question to be added to the post-event survey for the Skills Ontario Competition.
	April 3, 2026	PREMIUM	<b>Job Offers</b> —Confirm if you will be presenting job offers to medalists.
	April 3, 2026	ALL	<b>Monetary Awards</b> —If you would like to offer a monetary award to any of the 2026 Skills Ontario Competition medalists please confirm details and arrange payment of award funds with us by April 3, 2026.
	April 3, 2026	PREMIUM PLATINUM GOLD	Provide a double sided 15'x4' banner to be hung in an aisle way of the Skills Ontario Competition. <i>*NOTE: banners must be shipped to our office and received no later than April 3rd, 2026.</i>
	April 3, 2026	ALL	<b>Co-hosted Contest Banners</b> —confirm if you will ship banners for co-hosted contest sites to the office no later than April 3rd <b>OR</b> bring with you to the Skills Ontario Competition.
	April 3, 2026	ALL	All <b>in-kind</b> donation are to be shipped directly to TCC (see shipping details page 14 & 15) All <b>Large Equipment</b> must arrive by May 1st at 11:59 am.
	June 26, 2026	PREMIUM PLATINUM GOLD	<b>Program Guide</b> —Provide an advertisement for inclusion in this guide. Ad guidelines can be found on Page 9 of this document.

*Items with a blue background are all related to the 2026 Skills Ontario Competition & Career Exploration Showcase event.*

# 2026 SKILLS ONTARIO COMPETITION

## SUBMISSION SPECIFICATIONS

### SKILLS ONTARIO COMPETITION GUIDE AD SIZES:

**Premium & Platinum Sponsors:** Full-page ad (7.5" wide X 9.625" tall) *with premium location*

**Gold Sponsors:** Full-page ad (7.5" wide X 9.625" tall)

**Silver Sponsors:** Half-page ad (7.5" wide X 4.625" tall OR 3.625" wide X 9.625" tall)

**Bronze Sponsors:** Quarter-page ad (3.625" wide X 4.625" tall)

### SKILLS ONTARIO PROGRAM GUIDE AD SIZES:

**Premium Sponsors:** Full-page ad (7.5" wide X 9.625" tall)

**Platinum Sponsors:** Half-page ad (7.5" wide X 4.625" tall **OR** 3.625" wide X 9.625" tall)

**Gold Sponsors:** Quarter-page ad (3.625" wide X 4.625" tall)

### SOCIAL MEDIA SHOUT OUTS

Provide preferred posting date, content, and main social media contact for any social media posts included in your sponsorship. Email to: [jstclair@skillsontario.com](mailto:jstclair@skillsontario.com) and [adeutschmann@skillsontario.com](mailto:adeutschmann@skillsontario.com).

If preferred posting content is related to your booth at SOC, this must be provided by **March 3rd**.

\*We will try our best to accommodate your preferred posting date, but cannot guarantee.

**Note:** Please include ads as an attachment (not imbedded in the body of the email)

### AD AND NEWSLETTER SUBMISSION

**Email to:** [jstclair@skillsontario.com](mailto:jstclair@skillsontario.com)

Jack St. Clair - Stewardship & Engagement Coordinator

**Note:** Please include ads as an **attachment** (not imbedded in the body of the email)

Please also provide your company name as you would like it referred to in words.

Please note that in some instances, due to space requirements, we reserve the rights to shorten an institution's name i.e. ABC College vs ABC College of Applied Arts and Technology

### SHIPPING INFORMATION FOR BANNERS

**Ship to: Skills Ontario c/o Jack St. Clair**

7A-60 Northland Rd.

Waterloo, ON N2V 2B8

**Reminder:** Banners MUST be received by our office no later than April 3rd, 2026.

### IN-KIND ITEMS - SAMPLE LABELS:

Please print and use page 15 as a shipping label for ALL items you are shipping to the Toronto Congress Centre. This Label **MUST** be used for all shipments to the TCC or they will not be accepted.

### FILE FORMAT NOTES:

- Our publications are bilingual, please provide us with an ad that includes both English and French
- PDFs are the preferred file format and all fonts must be embedded (Press Quality)
- Images should be CMYK, minimum 300 dpi in tiff or eps format



# GET INTERACTIVE!

**All exhibitors are required to include at least one hands-on trades or technology-based interactive activity.**

For examples of past booths and activities,  
please view our [2025 SOC Photo Album](#).

## FLOOR PLAN (2025 FLOOR PLAN FOR REFERENCE)

[Click Here](#) to find our online reference floor plan from 2025. Booths are indicated by numbered white boxes and special red boxes identify and draw attention to any booth that has registered their French Speaking staff member(s) during registration (bonus points for the best booth award are also awarded to any booth that registered with French speaking staff). Any changes to the floor plan for 2026 will be posted online at [www.skillsontario.com/competition-visitors](http://www.skillsontario.com/competition-visitors). [Click Here](#) to find our online 3D walkthrough from 2025.

\*Past year floor plans and 3D walkthrough are only to be used as a sample. Floor plans posted on the website are subject to change without notice.

When planning your booth and its interactive components, we encourage you to consider the full spectrum of our audience. With an estimated 40,000+ attendees, your engagement opportunities extend well beyond student recruitment. To maximize your return on investment, consider how your booth appeals to our four key demographic groups:

- **Future Workforce (Students):** Engage with students (Primarily Grades 5-12) to spark interest and inspire the next generation of skilled tradespeople.
- **Influencers (Parents/Guardians):** Provide information to the key decision-makers guiding students' career paths.
- **Institutional Partners (Education):** Connect with decision makers from Colleges, School Boards, & Union Training Delivery Agents.
- **Industry Peers:** Network with fellow industry leaders to foster partnerships, supply chain opportunities, and business growth.



## Safety Requirements

# SAFETY REQUIREMENTS

The tradeshow industry has stringent safety standards, which Skills Ontario adheres to. The following precautions must be followed by exhibitors:



### STRUCTURES OVER 10' HIGH

Approval by **Friday, April 3, 2026**

This is a Toronto Congress Centre (TCC) policy and the ultimate decision is made by the TCC. Approval from Skills Ontario must be obtained for any planned structure over 10 feet high.

All working at height safety standards must be adhered to when considering a structure over 10' high.

Skills Ontario will require any unauthorized structures to be disassembled. Specific times may be assigned for large structures to be built Friday May 1. During these times our sites will be designated as Construction Areas and will require all exhibitors & hired booth construction crews who are onsite to wear the personal protective equipment (PPE) described in the next section.

Approval requests can be sent to the Career Exploration Showcase Coordinator [jstclair@skillsontario.com](mailto:jstclair@skillsontario.com)

### REQUIRED PPE (PERSONAL PROTECTIVE EQUIPMENT)

All individuals who plan to be onsite during setup or tear-down must provide their own PPE. Skills Ontario does not provide PPE. PPE (CSA approved steel-toed shoes/boots with green triangle) must be worn at all times when the premises is designated a Construction Area, this will be strictly enforced. Times when premises is designated a Construction Area are outlined on page 6.

### BRINGING HAZARDOUS MATERIALS ONSITE

Approval by **Friday, April 3, 2026**

Approval from Skills Ontario must be obtained for any hazardous materials that are to be brought onsite at any time. Any material (hazardous or not) identified by WHMIS must be accompanied by the appropriate Safety Data Sheets (SDS) and is to be handed in to Skills Ontario to keep in the master binder on-site for the Fire Department and others.

Approval requests can be sent to the Career Exploration Showcase Coordinator [jstclair@skillsontario.com](mailto:jstclair@skillsontario.com)

### EMERGENCY PROCEDURES

An Event Safety Manual will be provided to exhibitors before the show dates with detailed instructions in case an emergency situation should arise.

Exhibitors should familiarize themselves with the Event Safety Manual and the posted emergency exits prior to arrival. In the event of an emergency situation that requires evacuation, exhibitors are responsible to evacuate themselves and their staff from the building. All specific instructions will be included in the Event Safety Manual.

## Electrical & Special Requirements

# ELECTRICAL & SPECIAL REQUIREMENTS

### **\*Anything taped to floor must be done with Non-Marking Tape (Ex. Gaffer Tape)**

Any tape residue left from marking tape (ex. Duct Tape) may result in a clean-up fee determined by discretion of the Toronto Congress Centre and will be invoiced post-event. This is charged based on the labor hours required to remove the tape residue from the floor.

### **By Friday, April 3, 2026**

All electrical equipment must be CSA approved. All electrical needs must be ordered through SHOWTECH (Exhibitor booths do not come with outlets, power bars, or extension cords). Extension cords and power bars are not provided. Please ensure you bring enough cords for your space.

## CONNECTING ELECTRICAL EQUIPMENT

Ensure you are following these guidelines when plugging in any piece of electrical equipment.

All ordered outlets are supplied to the back of the booth unless otherwise specified. Only electrical wiring ordered through SHOWTECH is permitted to go under carpeting, all other electrical wires brought to the TCC and not provided by SHOWTECH are NOT permitted to run under the carpet or flooring. Permanent building receptacles and columns are not part of booth spaces and may not be used by exhibitors.

*Skills Ontario and its agents reserve the right to inspect any and all equipment and materials which a vendor/exhibitor may wish to have connected to the facility's power sources and/or may wish to use while in the facility. Only those authorized by Skills Ontario are permitted to make a connection to any of the building's electrical or mechanical sources. Skills Ontario is not responsible for damages or expenses incurred due to power surges, spikes or loss of power during, before or after the show.*

## WATER & DRAINAGE REQUIREMENTS

All installations and connections to be made to the building's sources of water and/or all connections with drains, must be made by an authorized SHOWTECH employee, or an individual authorized by SHOWTECH and Skills Ontario.

All requests must be submitted with documentation regarding preferred locations, specifications and any special requirements, and will be subject to additional charges pending approval by Skills Ontario.



# BEFORE THE SHOW

## Shipping Materials in Advance of the Show | Large Item Delivery & Set-Up

### SHIPPING MATERIALS IN ADVANCE OF THE SHOW



Direct shipments may not arrive at the Toronto Congress Centre before Wednesday, April 29, 2026. Any material received prior to Wednesday, April 29, 2026 will not be received by Skills Ontario staff, and will not be accepted or held by Toronto Congress Centre staff.

Materials can be delivered during the following dates:

- Wednesday, April 29, 2026
- Thursday, April 30, 2026
- Friday, May 1, 2026
- Saturday, May 2, 2026 **before noon\***

**\*although a truck can be unloaded via forklift or manual pump cart, they can not be distributed to booths the same way they can be during construction zone times (wed-fri) as there are no forklifts on the weekend where ever possible**

**PLEASE SEE THE MANDATORY SKILLS ONTARIO SHIPPING LABEL ON THE NEXT PAGE OF THIS PACKAGE.**

PLEASE NOTE, IT IS MANDATORY TO USE THE SKILLS ONTARIO LABEL AND FILL OUT THE LABEL ACCORDINGLY for all incoming and outgoing materials. This is inclusive of individual boxes, skids, and equipment. THIS LABEL IS THE MAIN WAY TO ENSURE YOUR SHIPMENTS ARRIVE AND ARE DELIVERED TO THE CORRECT LOCATION WITHIN THE TORONTO CONGRESS CENTRE. Must be specific on the form of contest name, or booth name. This is also for tear down when staging to ensure items go on the correct trucks.

\* While shipments can arrive and will be delivered to booth space, exhibitors and booth setup crews can not set up till Saturday May 3rd As per dates and times outlined on page 6 of this manual.

**There is NO Onsite Storage during the show.** Please ensure if you have hired a booth set up crew, that they are aware of this, and are NOT to leave items laying in the isle way for Skills Ontario to clean up and store. It is highly recommended to either incorporate storage space within your assigned booth area OR be prepared to store skids, packing containers, etc. in vehicles/trailers. If you require space for an extremely large or oversized crate that can not be stored in a vehicle or trailer, you must notify Jack St.Clair, CES Coordinator: [jstclair@skillsontario.com](mailto:jstclair@skillsontario.com) by April 3rd, 2026.\*

\*Note: There are exceptional circumstances to this and each year there is potential for limited storage space to become available during the event. In these circumstances, Skills Ontario reserves the right to invoice at a rate of \$50 per skid/packing container (up to a maximum of 3 skids/packing containers per organization) requiring storage space outside of your booth. If it is a large or oversized crate it will be invoiced at a rate of \$100 each if space is available. \*Special In-Kind Sponsors Please Disregard.

## LARGE ITEM DELIVERY & SET-UP

**Confirmed and approved with Skills Ontario by Friday, April 3, 2026**

If any oversized items must be transported or driven into your space to be dropped off, times must be arranged with the Career Exploration Showcase Coordinators prior to April 3, 2026.

All large items must arrive between Wednesday, April 29, 2026 and Friday, May 1, 2026 at 12:00pm, unless otherwise specified. Please note that large items can only be delivered during these times and setup of these items cannot begin until exhibitor setup dates and times outlined on page 6. If delivery is delayed, we cannot guarantee any items arriving after noon on Friday, May 1, 2026 will be transported to your booth, unless arranged in advance with Skills Ontario. Approval requests can be sent to the Career Exploration Showcase Coordinator [jstclair@skillsontario.com](mailto:jstclair@skillsontario.com)

*All special requests are subject to review and are not guaranteed until confirmed by Skills Ontario. Skills Ontario and SHOWTECH reserve the right to inspect any and all equipment and materials which a vendor/exhibitor may wish to have connected to the facility's power sources and/or may wish to use while in the facility. Only those authorized by Skills Ontario are permitted to make a connection to any of the building's electrical or mechanical sources.*



# SKILLS ONTARIO COMPETITION



**\*\*ATTACH THIS FORM TO EVERY SKID/LOAD (INCLUDING INDIVIDUAL BOXES THAT CAN EASILY BECOME LOST) BEING SHIPPED TO/FROM THE SKILLS ONTARIO COMPETITION\*\***

## CONTEST/SHOWCASE BOOTH NAME:

(example: Auto Service Contest or Centennial College Booth #58)

Brief Description of Contents: \_\_\_\_\_

<b>Ship to:</b> Toronto Congress Centre – South Building, 650 Dixon Rd., Etobicoke, ON, M9W 1J1  <b>Attention:</b> Hayley MacKay – 519-421-5370 ( <b>for on-site ONLY communications Apr 29–May 7 2026</b> ) Skills Ontario Representative at TCC Loading Docks  <u>For pre-event COMPETITION Questions:</u> email <a href="mailto:competitions@skillsontario.com">competitions@skillsontario.com</a> <u>For pre-event SHOWCASE Questions:</u> email <a href="mailto:jstclair@skillsontario.com">jstclair@skillsontario.com</a>  <b>Ship From:</b> _____ _____ _____  <b>Notes:</b>  	<b>Return Ship to:</b> _____ _____ _____  <b>Shipping Company:</b> _____  <b>Attention:</b> _____ _____ _____  <b>Ship From:</b> Toronto Congress Centre, 650 Dixon Rd., Etobicoke, ON, M9W 1J1  <b>Notes:</b>  
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**\*\*ATTACH THIS FORM TO EVERY SKID/LOAD (INCLUDING INDIVIDUAL BOXES THAT CAN EASILY BECOME LOST) BEING SHIPPED TO/FROM THE SKILLS ONTARIO COMPETITION\*\***

## SHOW RULES & REGULATIONS

- Advertising of organizations other than your own on purchased sponsorship advertising opportunities (pop-up and hanging banners) and any other items within booth except equipment is strictly prohibited.
- Exhibitors are not allowed in the contest sites, unless pre-approved by Skills Ontario staff.
- Please ensure that you are wearing your exhibitor wristband for access to the SKETCH Restaurant.
- Competitor access to the premises is strictly prohibited until Monday morning as weekend access would pose an unfair advantage against those competitors who did not get a sneak peak at the competition grounds. \*This may pose a conflict if a competitor is scheduled to help with booth set-up during the weekend and competes in a competition held on the Monday or Tuesday. Please reach out with any questions or concerns.
- While interactive exhibits are strongly encouraged, please refrain from providing messy activities such as ones that involve soil, noisy take-away objects, large take-away objects, take-away objects which are hard to dispose of or take-away objects that could be used for unintended purposes by competition participants causing harm.

## UNLOADING AND LOADING

All deliveries are to be made to **loading docks 5-22 on the west side** of the building. All large items for delivery need to be reviewed for requirement of unique logistics and may be directed to a different door number. Please arrange all Large Item Deliveries with Skills Ontario **prior to Friday, April 3, 2026.**

**Please notify our delivery coordinator Caitlin Vollum, [cvollum@skillsontario.com](mailto:cvollum@skillsontario.com), with the delivery date and pick up date once confirmed.**

Upon arrival, specify to the shipping/receiving staff that you are unloading material for the Career Exploration Showcase. If you have any questions or concerns, please approach anyone with a radio and ask them to contact the dockmaster, Hayley MacKay.

## POST-SHOW SHIPMENTS

Exhibitors are responsible for arranging all aspects of post-show shipments, including shipping company labels, and placing the Skills Ontario Shipping Label (assists in smooth operation on site making it from your booth to the staging area and docks), way bills, and scheduling the pick up of any equipment and materials brought in. **Please continue to use the Skills Ontario provided shipping label (located on Page 15 of this package) for return shipments.**

If your departing materials are being returned to you via a third party - please ensure proper use of the appropriate bills of lading. The shipment must be packaged appropriately for pick-up. Your shipments must be shipped pre-paid on your own account, including all applicable customs and freight charges. \*All items must be picked up by 5pm on Wednesday, May 6, 2026.

## FORKLIFT USAGE & TRAILERS

If you require use of a forklift, please connect with the Marshal or Skills Staff in your area. They will arrange for someone with a forklift to assist you. Forklifts do not need to be scheduled ahead of time, however please note there are a limited number of forklifts and delivery of forklift could be delayed based on demand. Only those approved by Skills Ontario, who are certified, are to drive a forklift. Exhibitors and volunteers are not to drive forklifts and/or skyjacks that are on-site.

## SECURITY AND INSURANCE

Exhibitors are required to provide a staff member in their booth during the show hours listed in the Show Schedule listed on Page 6.

The Toronto Congress Centre has 24/7 security, and outside of show days, entrance is only available through Security Door 4. Although security does regular walk through during open and after hours, Skills Ontario does not accept responsibility for the goods and equipment left at exhibitor booths. Exhibitors are reminded that insurance for goods and services should take effect from the day the goods are delivered to the venue and should remain in effect until the exhibit materials are removed.

## BEST BOOTH AWARDS

Judging for Best Booth awards will take place throughout the event starting at 9:00 AM Monday, May 4th, 2026. Winning Booths will be awarded between 2:00pm-3:30pm on Tuesday, May 5, 2026. Every booth at the Career Exploration Showcase will be evaluated by a panel of judges on Monday May 4, 2026 and Tuesday May 5, 2026.

### ELIGIBILITY & CRITERIA

To qualify for this award, booths must have registered with Skills Ontario as part of the Career Exploration Showcase, and must adhere to the outlined 2026 Career Exploration Showcase hours of operation.

Booths will be judged by the following criteria:

- 1) Interactivity - Is the booth able to balance skilled trades and technology education with entertainment through an interactive activity?
- 2) Educational Value - Can the visitor walk away with new knowledge of skilled trade or technology skills?
- 3) Relevance to Skilled Trades and Technologies - Is the booth promoting careers in the skilled trades or technologies?
- 4) After Effect - Will the visitor remember the booth and the skilled trade or technology activity they experienced?
- 5) Bonus Point - Does your booth have at least one bilingual French speaking staff member? Please ensure to fill out the bilingual staff section of the online registration form so that your booth can be marked in red on the floorplan and featured in the competition passport activity, driving additional traffic and attention towards your booth. All booths properly registered indicating presence of a French speaking booth staff will receive a bonus point in the Best Booth Awards judging process.

### CATEGORIES

First and second place awards will be awarded to exhibitors in three categories:

- Large Booth category  
(Four or more 10'x10' spaces)
- Medium Booth category  
(Two to three 10'x10' spaces)
- Small Booth category  
(One 10 x 10 space)

### AWARDS

First place booths will receive:

- One free booth at the 2027 Career Exploration Showcase.

First, Second, and Third place booths will receive:

- A trophy to display in the booth during the 2027 Career Exploration Showcase
- Recognition in the Skills Ontario Newsletter, Summer 2026



# 2026 Skills Ontario Competition List

## ➔ Secondary Contest (S) | Post-Secondary contest (PS) | Secondary & Post Secondary Contests (P/PS)

2D Character Animation (S)  
 3D Character Animation (S)  
 3D Digital Game Art (PS)  
 Additive Manufacturing (PS)  
 Aesthetics (S/PS)  
 Aircraft Maintenance (PS)  
 Arborist (PS)  
 Architectural Technology and Design (S/PS)  
 Auto Collision Repair (S/PS)  
 Auto Painting (S/PS)  
 Auto Service Technology (S/PS)  
 Automation and Control (PS)  
 Baking (S/PS)  
 Brick Masonry (S/PS)  
 Cabinetmaking (S/PS)  
 Carpentry – Individual (S/PS)  
 Carpentry – Team of 2 (S)  
 Cloud Computing (PS)  
 CNC Machining (Lathe/Mill Combined Contest) (PS)  
 Coding (S/PS)  
 Computer Aided Manufacturing (S/PS)  
 Culinary Arts (S/PS)  
 Cybersecurity (PS)  
 Electrical Installations (S/PS)  
 Electronics (S/PS)  
 Fashion Design (S)  
 Floristry (S)  
 Geographic Information Systems – Team of 2 (S/PS)  
 Graphic Design – Presentation (S)  
 Graphic Design – Studio Production (S/PS)  
 Hairstyling (S/PS)  
 Heating Systems Technician (S/PS)  
 Heavy Equipment Service (S/PS)  
 Home and Team Building – Team of 4 (S)  
 Horticulture and Landscape – Team of 2 (S/PS)  
 Industrial Mechanic Millwright (PS)  
 IT Network Systems Administration (S/PS)  
 IT Software Applications (S/PS)  
 Job Interview (S)  
 Job Skill Demonstration (S)

Landscape Design (S/PS)  
 Mechanical CAD (S/PS)  
 Mechatronics – Team of 2 (PS)  
 Metal Fabricator Fitter (PS)  
 Mobile Crane Operator (PS)  
 Network Cabling Specialist (PS)  
 Outdoor Powered Equipment (S/PS)  
 Photography (S/PS)  
 Plastering and Drywall Systems (PS)  
 Plumbing (S/PS)  
 Powerline Technician – Team of 2 (PS)  
 Precision Machining (S/PS)  
 Prepared Speech (S)  
 Pressure Pipe Welding (PS)  
 Refrigeration (S/PS)  
 Renewable Energies (PS)  
 Restaurant Service (S/PS)  
 Robotics – Team of 4 (S)  
 Sheet Metal (PS)  
 Sprinkler Fitter (PS)  
 Steamfitter/Pipefitter (PS)  
 Truck and Coach (PS)  
 TV and Video Production – Team of 2 (S)  
 VEX V5 Robotics – Team of 4 (S)  
 Web Design and Development (S/PS)  
 Welding (S/PS)  
 Workplace Safety (S)

### OFF-SITE CONTESTS:

CNC Woodworking (S)  
 Pin & Medal Design (S/PS)

## ➔ Elementary Contests

Character Animation (4-6 / 7-8) – Team of 4  
 Construction (7-8) – Team of 4  
 Green Energy (7-8) – Team of 4  
 LEGO Mechanical Engineering (4-6 / 7-8) – Team of 4  
 LEGO Robotics (4-6 / 7-8) – Team of 4  
 Technology (4-6 / 7-8) – Team of 4  
 TV & Video Production (7-8) – Team of 2  
 VEX Robotics (4-6 / 7-8) – Team of 4  
 Workplace Safety (7-8) – Team of 2



For more contest information and the most up to date list please visit:

[skillsontario.com/skills-ontario-competition#Scopes](https://skillsontario.com/skills-ontario-competition#Scopes)



# CONTACT INFORMATION

## PAUL CLIPSHAM

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## JACK ST. CLAIR

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