



# Trade Show Exhibitor Invitation and Registration

## 2025 Conference

May 11 to 14  
Delta Hotels Grand Okanagan Resort  
Kelowna, B.C.

The Building Officials' Association of B.C. (Association) is pleased to invite your organization to participate in the trade show at our 2025 Conference.

The Association has over 1100 members across the province. Most members are employed as building and plumbing officials by local governments to review plans and inspect construction or plumbing systems for compliance with the B.C. Building Code. Members also come from other segments of the building regulatory system, such as building design, construction, testing, and code development. Under the *Building Act*, the Association has been delegated legislative responsibility for administering exams and other qualification requirements for building and plumbing officials in B.C.

The annual Association conference brings together building and plumbing officials, staff from municipal and provincial governments, engineers, architects, and representatives from regulatory bodies and industry associations. The event is typically attended by 200-250 delegates from across the province and provides an excellent opportunity for your organization to showcase its products or services to stakeholders from the B.C. building regulatory system.

Further information about the trade show, including registration fees and schedule, is attached for your review. **The deadline to register and secure your booth is March 31, 2025.** To register for a booth please visit [boabc.org/2025-conference](https://boabc.org/2025-conference). If you have any questions, please contact Katrina Whiteman, Communications Coordinator, at [katrina@boabc.org](mailto:katrina@boabc.org).

Thank you for your time and consideration, and we hope to see your organization represented in the trade show in May!

Sincerely,

**Tyler Wightman**  
*Executive Director and Registrar*  
Building Officials' Association of B.C.



## 2025 Conference

May 11 to 14

### Trade Show Exhibitor Information

The trade show at the Association's annual conference is an outstanding way for your organization to showcase its products and services for building and plumbing officials and other stakeholders from across the building construction industry.

There are only 30 booths available for the trade show and booths are assigned on a first-come-first-served basis according to application date.

Trade show registration entitles your organization to:

- an exhibitor booth staffed by one attendee to display information about products and services on Sunday evening (May 11) and Monday morning (May 12)
- meals and refreshment breaks for the attendee staffing the exhibitor booth on Sunday and Monday

Each trade show booth is a 10 x 10 draped space that includes a covered and skirted table, two upholstered chairs, and one 1,500-watt electrical outlet. Wi-Fi access is available for free through the hotel network. Show in Motion will send all registered exhibitors information about additional services related to their booth and trade show participation.

*Please note that there is an additional fee of \$300 for each attendee to staff the exhibitor booth beyond the one attendee already included in the registration fee.*

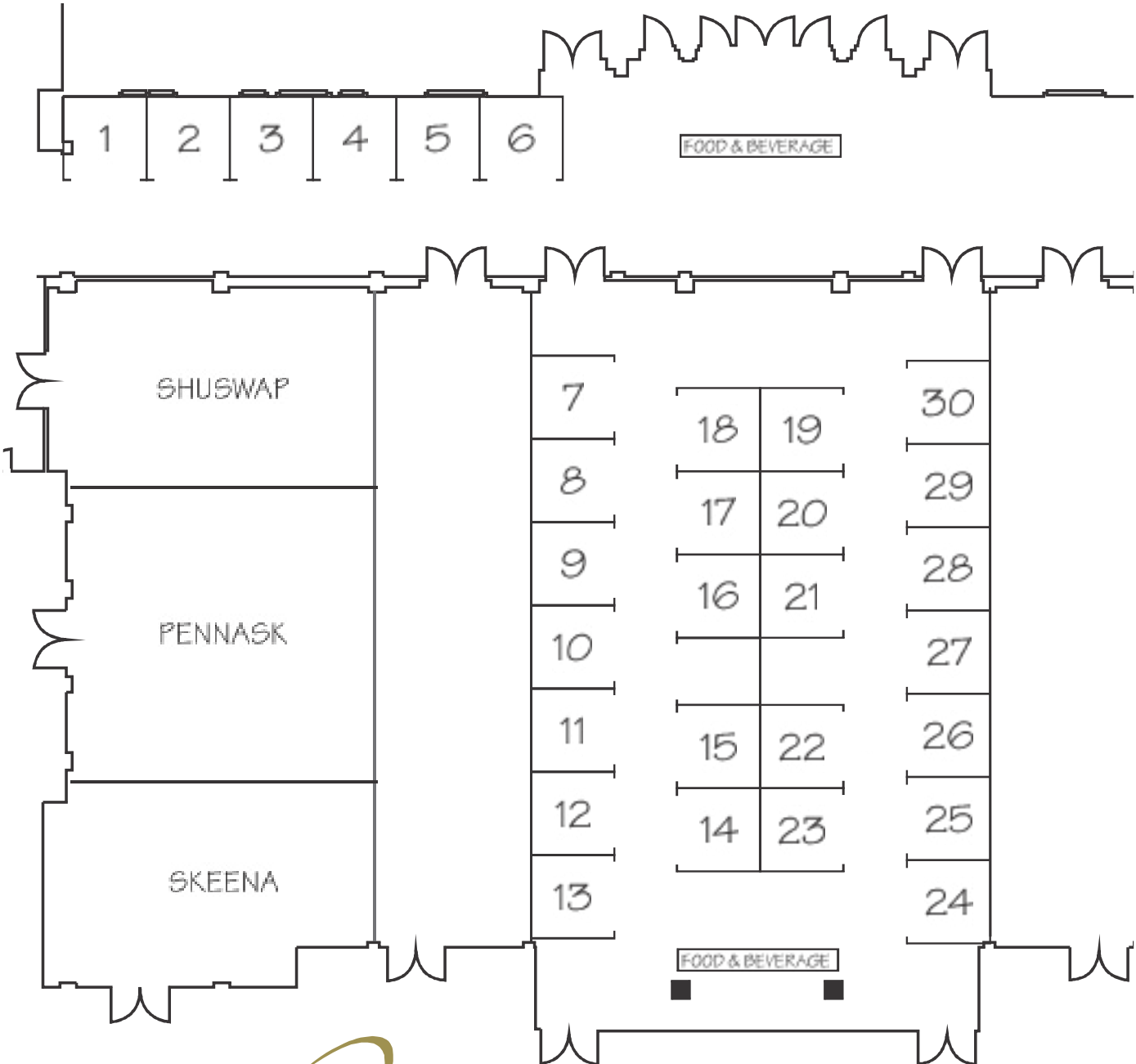
#### REGISTRATION FEE

\$1,700

#### SCHEDULE

<b>SETUP</b>	Sunday, May 11	3:00 PM to 5:00 PM
<b>TRADE SHOW OPEN</b>	Sunday, May 11 Monday, May 12	5:00 PM to 9:00 PM 7:00 AM to 12:00 PM
<b>TAKE DOWN</b>	Monday, May 12	12:00 PM to 5:00 PM

# Trade Show Floor Plan



**SHOW**  
**ON**  
*Motion*  
PROFESSIONAL SHOW SERVICES  
(236) 422-1440

30 EXHIBIT BOOTHS  
EACH 10' x 10"