

## PLANNER'S CHECKLIST

Audio Visual Equipment	Event Security
AV Labour*	General Labour
Electrical	First Aid Services
Insurance	Decor: florals, chair covers etc
On-site advertising opportunities	Storage
Hard-wired Internet	Emergency Plan

\* AV Labour is an exclusive service through our Technical Production department for the unloading, rigging, operation and load-out of all AV equipment.

## EXCLUSIVE SUPPLIERS / PARTNERS

SERVICE BY TYPE	IN HOUSE	PREFERRED	EXCLUSIVE
<a href="#">AV Labour</a>	X		
Catering (Spectra by Comcast Spectacor)	X		X
<a href="#">Cleaning</a>	X		
General Services Contractor (GES Canada)		X	
Parking	X		X
Internet/Telecommunications	X		X
<a href="#">Utility Services</a> (Showtech Power and Lighting)			X
Security	X		
Parking	X		X
Internet/Telecommunications	X		X
Security ( <a href="#">G4S</a> )		X	