

Item No. 7



Exhibition Place

Management Report
December 31, 2010

Executive Summary

- December financials are not provided in this report as staff are working to complete the year end for submission at the next Board meeting.
- During this period, our Sales & Marketing team secured 30 new events for Exhibition Place.
- Ron Mills and Mike DiMaso have been selected as members on the Recycling Council of Ontario Waste Diversion Certification Program steering committee.
- Year-end waste diversion figures show that Exhibition Place achieved an all time high diversion rate of 85.07%.
- The 2010 Annual Best of the Year Awards from Interior Design Magazine honoured Allstream Centre at Exhibition Place with its first Award of Merit in the Public Space Category

December 2010 Accounts Receivable Report

Exhibition Place and Direct Energy Centre

December financials are not provided at this time as staff are working to complete the year end for submission at the next Board meeting.

Direct Energy Centre accounts receivable as at December 31, 2010 was \$3,903,874 consisting mainly of:

- \$2,270,949 owed as contractual deposits for future events of which \$691,925 (31%) has been received as of January 12, 2011. This includes \$1,017,000 for Direct Energy Centre naming rights, contractually due on January 1st. Staff is pursuing payment.
- \$1,012,812 for services on completed events, of which \$167,309 (17%) has been received as of January 12, 2011.
- \$319,900 of Food & Beverage Concessions is owed by Centerplate, which is contractually due on the 25th of the following month.
- \$217,318 for accounts with City Legal; this amount is fully provided for as a bad debt in the financial statements or the rental revenue has not been recognized as income and deferred as appropriate.
- \$22,824 owed for sponsorship arrangement of which \$7,560 (33%) has been received as of January 12, 2011.

Exhibition Place accounts receivable for the month ending December 31, 2010 was \$3,107,561 consisting mainly of:

- \$1,250,000 owed by City Water and City Waterfront for capital costs relating to the new Lakeshore exit of which \$866,348 (69%) has been received as of January 12, 2011. Balance of \$383,652 is expected to be received by mid-February.
- \$718,480 owed by MLSE for Ricoh Coliseum of which \$338,593 (47%) has been received as of January 12, 2011
- \$459,262 owed by tenants of which \$67,487 (15%) has been received as of January 12, 2011.
- \$300,000 owed by FCM for Conference Centre LEED Silver Grant which will be payable after one full year of operations (October 2010) and after completion and submission of an independent Environmental Study on the past 12 months environmental performance.
- \$105,547 for show services on completed events of which \$29,191 (28%) has been received as of January 12, 2010.
- \$73,335 owed by BMO Field for payroll costs.

Allstream Centre accounts receivable for the month ending December 31, 2010 was \$246,109 consisting mainly of:

- \$154,696 owed as contractual deposits for future events of which \$20,550 (13%) has been received as of January 12, 2011.
- \$48,344 of Food & Beverage Concessions is owed by Cerise Fine Catering which is contractually due by the 25th of the following month.
- \$23,841 for services on completed events of which \$0 (0%) have been received as of January 12, 2011.

Sales and Marketing

November/December Sales Effort

During this period, our Sales & Marketing team secured 30 new events for Exhibition Place. The events are categorized as follows:

- 13 meetings & conventions
- 2 consumer shows
- 1 trade show
- 2 product launches
- 3 examinations
- 1 sporting event
- 2 photo/film shoots
- 2 award ceremonies/banquets
- 3 receptions
- 1 walk/marathon

November/December Summary

New events held during this time period included Nestle Canada Inc. Marketing Conference, MTS Allstream Executive Meeting, Digital Day 2010, Pharmacy Examinations, Eid Al-Adha Prayer & Party, meshmarketing, Media Innovation Awards, Toronto Educational Opportunity Fund, QE Theatre Tenant concert, MLS Cup Fan Fest, Esprit Canada Warehouse Sale, Basecamp Parking for Breakout Kings TV Series, City of Toronto Executive Development program, Winter Woofstock, Spin Master Ltd. Testing, Top 100 Awards Gala & Summit, Technicity 2010, Toronto Hydro Corporation Annual Meeting, HSBC Bank Diversity Training, Ndelaw Living Walls & Living Roofs Photo Shoot, and The Resolution Run.

Business Travel

On November 24th to 26th, 2010 Stephanie Whiteman traveled to Ottawa to attend the Canadian Society of Association Executives (CSAE) luncheon at the Westin Hotel. Allstream Centre sponsored the reception and there were 120 attendees, approximately half of which were from the Association Market. As reception sponsor, Allstream Centre was given 2 minutes of podium time to address the audience during the lunch. Sales calls, client events and a PCMA education session were also a part of the trip.

Arlene Campbell and Ellen deBoer attended the annual International Association of Exhibitions and Events (IAEE) Conference in New Orleans December 6th to 9th, 2010. Arlene attended the Senior Executives Roundtable as a panellist. The conference is attended by show management, conference organizers and suppliers from around the world. The event was an excellent opportunity to meet and soft sell to Show Management from the United States, who are often unaware of the opportunities in Canada. We participated in the tradeshow as part of the SMG booth. This provided us with a big presence in a beautiful, large booth, and access to all the leads garnered by the 12 other SMG Management in the booth.

Barbara Outschoorn attended Association Forum of Chicagoland Holiday Showcase December 13th to 14th, 2010 in Chicago, Illinois. The trade show comprised of over 400 exhibiting suppliers and over 1,500 qualified buyers on the trade show. The Canada pavilion with Tourism Toronto's booth brought in a select clientele representing both citywide and self-contained business across a mix of definite, tentative and prospective business. In addition the Tourism Toronto team attended the Experient Annual Holiday Un-wrap. Here the Experient team hosted all of their clients and customers to their annual festivities. Overall the event was an opportunity to meet the meeting planners with the Experient team in a very relaxed, fun atmosphere. Lead follow-up is currently underway.

Updated Business Travel

Stephanie Whiteman will be attending the Canadian Society of Association Executives (CSAE) Trillium Chapter's 1st Annual Winter Summit in Hamilton on February 24, 2011. A summary of the event will appear in the next management report.

On January 20th to 21st, 2011, Joy Leonte will be traveling to Montreal with Tourism Toronto for Corporate in-market sales calls.

Publicity

Direct Energy Centre

- New Report during this period included **88** media hits for Direct Energy Centre. Stories included: G20; Zoomer Show; Honda Indy; Things to do; Royal Agricultural Winter Fair; Digital Day; Toronto International Boat Show; One of a Kind Craft Sale and Print World.

Allstream Centre

- News Report during this period included **36** media hits for Allstream Centre. Stories included: Digital Day; Technicity and Top 100 Awards
- Allstream Centre is featured in Ignite magazines online section 'places, products + services'
- Meetings East Magazine included a special advertising section on Allstream Centre detailing venue features and images.

Exhibition Place

- News Reports for this period include **78** media hits for Exhibition Place. Stories Included: Honda Indy; What to do in Toronto; G20; Royal Agricultural Winter Fair; Zoomer Show; Digital Day; LG Fashion Week; One of a Kind Craft Show; Print World and Eid.
- Middle East MICE & Events Magazine (circulated in Dubai) ran an article entitled "Blowing hot and cold: Toronto is scaling the league of premier events destinations thanks to its impressive convention venues and developed infrastructure." This article included a feature image of Exhibition Place and detailed venue offerings.

Allstream Centre Award

The 2010 Annual Best of the Year Awards from Interior Design Magazine honoured Allstream Centre with its first Award of Merit in the Public Space Category. The award recognizes the contribution of NORR Architects and highlights the Interior Design accomplishments undertaken in the renovation of the heritage Automotive Building into an award winning conference centre. The Best of the Year Awards are the preeminent North American design competition recognizing superior interior design projects and products in 65 categories.

Event Management Services

During the months of November and December of 2010 Event Co-ordinators and Exhibitor Services staff at Exhibition Place, Direct Energy Centre and the Allstream Centre were involved in the following events:

NOVEMBER and DECEMBER	
Exhibitions/Meetings/Conventions/Corporate Events	
<ul style="list-style-type: none"> ▪ Royal Agricultural Winter Fair ▪ School Library Resource Fair ▪ National Postage Stamp Show ▪ Eid ul Adha Party and Prayer ▪ Everything to do with Sex ▪ Print World ▪ One of a Kind Christmas Craft Show ▪ Esprit Canada Warehouse Sale ▪ Winter Woofstock ▪ Nestle Canada Conference ▪ Executive Meeting ▪ Digital Day ▪ Pharmacy Exams ▪ Semex Alliance Meetings ▪ meshmarketing ▪ Media Innovation Awards ▪ QE. Concert 	<ul style="list-style-type: none"> ▪ RCMP Horse Stabling ▪ MLS Cup Fan Fest & Pre Game Hospitality ▪ Executive Development Program ▪ Toronto Hydro Children’s Holiday Party ▪ CUPE Children’s Holiday Party ▪ CGA Exams ▪ Toronto Police Association Children’s Christmas Party ▪ CFA Exams ▪ TD Children’s Holiday Party ▪ HSBC Bank Diversity Training ▪ Umbra Factory Sale ▪ Rogers Children’s Holiday Party ▪ Scotiabank Holiday Party ▪ The Resolution Run ▪ Toronto Hydro Annual Meeting ▪ TABIA Springboard Seminar

The RAWF was very complimentary about the cleaning services provided this year. New rooms were constructed, and additional equipment was purchased for the event this year. We also adjusted the use of loading docks to make access for some elements of the event easier for exhibitors.

The Eid ul Adha Prayer and Party was much busier than anticipated as was the Postage Stamp Show. The One of a Kind Christmas Craft Show, Esprit Warehouse Sale and Winter Woofstock took place on overlapping and concurrent days, resulting in a busy weekend on the grounds. Winter Woofstock, the indoor version of the popular outdoor festival for dogs, was a first time event and attendance was strong.

The Umbra Factory Sale went smoothly. Additional cleaners were scheduled to assist with keeping the shared spaces immaculate. The Holiday parties and exams all went very well. Cleaning did an excellent job. Several tenant related events all took place very smoothly.

Exhibitor Services

Exhibitor Services provided order desk services for four events in November and December while preparing orders for the 2011 Toronto International Boat Show, National Bridal Show and PPPC. Exhibitor customer satisfaction surveys for 2010 were fine tuned and summarized. Exhibitor Services also assisted with the inventory count for Exhibition Place in December, in addition to the year end archival work.

Allstream Conference Centre

In December an extensive inventory was conducted of the furnishings and various Capital projects were conducted both in and around Allstream Centre. Meeting Coordination staff is continuing to work closely with Cerise Fine Catering to refine communication and responsibilities.

Parking

Parking activity for November and December was up from the previous year, in part as a result of attendance at two of our major winter shows, the Royal Agricultural Winter Fair and One of a Kind Christmas Show. Parking Revenue benefited from the increased activity and from the rate increase implemented in September. The MLS Cup, held in November, also provided some late season revenue from BMO Field.

Four staff completed mandatory training in November: "Competent Supervisor Training, Level 1".

Telecommunications

Telecommunications/IT upgraded telephony equipment in November and December of 2010.

Exhibition Place's telecommunication system is based on a Nortel Option 61 C PBX, which was originally installed in 1997. This system was state-of-the-art at the time and provided for up to 2000 phone connections. Over the years the system has been upgraded in capacity, capability and functionality, providing digital, analog and ISDN service to over 600 permanent clients and a variable number of transient users. The voice mail system associated with the PBX, Nortel Meridian Mail had been servicing over 300 permanent users for almost 13 years and was ready for upgrades and enhancements.

Telephony systems have changed considerably since 1997 and one of the major changes has been the adoption of Voice Over IP (VOIP) services. As opposed to standard independent phone lines running from the PBX to each phone, phones are now mini computers that function off a standard data network. The new PBX upgrade, an Avaya CS 1000, leverages the strengths of conventional legacy telephony with the flexibility and feature richness of VOIP communications. The Cisco Unity voice mail product offers enhanced capabilities including email integration, providing users with the ability to listen to voicemails on any email enabled device including mobile phones.

In time the need for conventional telephony will decrease while VOIP and converged services will increase. The Cisco Unity System was selected, which has the capabilities to expand into an integrated telephony platform that may supersede the need for a traditional PBX at some point in the future, thus providing Exhibition Place with a robust, scalable platform for evolving telecommunications needs.

Building Operations

Maintenance

- Leveled sidewalks at the south west deck of Direct Energy Centre and west Galleria
- Completed function test and lubed all high lift roll ups (1,1b,20, 20b,28,40,40b) , increasing high limits for Boat Show
- Serviced the underground garage entrance and exit roll ups
- Pumped out floor catch basins in the Industry Building

- Changed filters in HVAC equipment from RAWF and replaced three unit heaters in Industry
- Re-connected steam lines throughout complex, tested and set boilers for winter mode
- Replaced compressor seal on chiller 2 in main plant and replaced all the control panels for the chillers with the new Optiview panel
- Installed a new VAV box and controls for the Sky, Water and Earth boardrooms
- Winterized all cooling towers
- Conducted minor carpet repairs throughout salons and minor paint repairs throughout facility
- Completed all individual urinal piping in all Direct Energy Centre washrooms
- Installed new curtain on roll up door #33

Electrical

- Removed lamps in Facility Services (too bright) and replaced burned out lamps room F1
- Replaced burned out lamps at Upper West Annex exit lights and in RAWF offices
- Fixed receptacles for Cleaning time clock and replaced receptacles in Cleaning
- Repaired lights not on in room C2 and replaced burnt out lamps Centreplate kitchen
- Assisted Johnson Controls NTC-1X
- Re hung lights plumbing shop (vibration from new roof loosened hangers)
- Checked card access in east Galleria and west Galleria
- Checked VFD 3rd floor (grounded)
- Installed heater motor in east loading dock and removed heater on motor door 5
- Checked heaters in North Extension and Industry Building
- Replaced burnt out lamps in satellite kitchen and Jeff Gay's office
- In parking garage, repaired crisis station, checked west air curtain and east roll up door relay
- Removed west parking air curtain for new motors
- Check handicap door to east Galleria and to Allstream tunnel
- Replaced battery for emergency lights in switch room #6
- Checked operation of snow melting equipment
- In West Annex, repaired lack of power to elevator and checked low voltage switches

Facility Services

In November and December the Facility Services team worked on events including numerous Allstream Centre bookings, various holiday parties, Ricoh Coliseum arena conversions, the One of a Kind Christmas Craft Show and the Royal Agricultural Winter Fair. In December preparation also began for the Toronto International Boat Show held in January. The following maintenance projects and activities were also completed or are on-going:

- Completed many property and building deficiencies reported by Security Department.
- Completed Preventative Maintenance on the audio/video equipment throughout Allstream Centre.
- Completed installation of new Public Address speakers throughout Halls A-D and the East and West loading docks of the Direct Energy Centre.
- Completed installation of railings on Allstream Centre loading dock as per Health & Safety directive.
- Replaced many flags throughout the grounds including our tenanted buildings.
- Scheduled and assisted with training and orientation for approximately 20 young workers in preparation for the Royal Agricultural Winter Fair.
- Scheduled forklift refresher training for twenty LIUNA 506 union members to ensure compliance with the Ministry Of Labour.

- Completed repairs to the vinyl sign edger in our Creative Services Department.
- Continue planning new Facility offices with Capital Works, which began in September.
- Purchased an orbital broom and snow blower attachment for two front end loaders to assist with snow removal.
- Cleaned ceilings and structural steel with compressed air throughout the East Annex, Industry Building and North Extension as part of our on going preventative maintenance program.
- Steam cleaned all carpeting throughout the salons and meeting rooms in Direct Energy Centre and Allstream Centre's banquet halls and meeting rooms.
- Cleaned four escalators in Allstream Centre and four in Direct Energy Centre, using BriMare Escalator Cleaning Solutions services.
- Completed a challenging Ricoh Coliseum turnover preparing for the Royal Agricultural Winter Fair from a hockey venue, to equestrian, then back to a hockey.
- Sanitized Halls B, G, H and F as per Toronto Public Health recommendations after the RAWF.
- Placed salt bins throughout the grounds and installed plow blades and spreaders on snow equipment in preparation for our Snow Program.
- Updated the Exhibition Place Snow Removal and Salting Procedure policy to reflect various departmental changes.
- All staff participated in the Customer Service sessions early in December.
- In the process of developing policies necessary to obtain *LEED* Gold Certification for Direct Energy Centre.
- Hosted a meeting for the Ontario Ministry of Environment, Senior Waste Policy Branch, regarding Exhibition Place green initiatives.
- Ron Mills and Mike DiMaso have been selected as members on the Recycling Council of Ontario Waste Diversion Certification Program steering committee.

Service Stars

Ron Kostick received two emails on November 22nd re the MLS Cup 2010 event; one from Jennifer Maurillo saying "A terrific first-class event. Thank you all for your outstanding efforts." And another from Karen Eluck to say "Thank you so much for all of your help!! You were great to work with!"

Ellen Boddington of sent an email to Tamer Mecky dated November 25th regarding the client event hosted by the Sales & Marketing team in cooperation with Cerise Fine Catering and Foxy Jewellery: "I really enjoyed my time at the Allstream Centre today meeting your team, reviewing your space, the food was outstanding / first class as well as your generous hospitality. Thank you very much. "

Vivien Leung sent an email to Corey Donovan, Sandra Palombo and Robert Campbell on November 24th regarding Print World: "I would like to thank you and all your staff from Centreplate for their hard work and thank you both for being so accommodating for all the last minute requests and changes... It was a pleasure working with you all."

Ms. Leung also sent at email dated November 30th to Brian Smith, Jim Lee, Nan Ly, Rob Bartholomew, Blaine Knutson, Ken Lem, Tasleem Lokhat and Manny Costa: "Thank you all for your hard work and support during Print World. It was a great pleasure working with you. Look forward to working with you all again in the near future."

Brian Smith also received a card from Ms. Leung reading "Thank you for all your outstanding support and work. We look forward to working with you again at Print World 2012"

Bob Mitchell sent an email dated November 29th to Jamie Needler regarding Fashion Week 2010 which read "My return to Ex. Place felt like old home week with all kinds of old friends dropping by to say hi, it brought back lots of good memories. I had a great time being back on the grounds and wanted to let you know how helpful Alba was in taking care of all the technical needs that we had in our set up and operation of the show. Alba stayed on top of things and was very proactive and she actually caught a couple of things that I missed. Again thank you very much for all your help and I look forward to March."

Mr. Mitchell also sent a follow-up email dated November 30th to Jamie Needler and Jeff Gay to say "In my note I neglected to acknowledge the electrical and cleaning departments. Both departments were right on. The electrical department came up with a suggestion that saved us time and probably some money on the set up. One of the suggestions gave us a much cleaner look in the runway room."

Natalie Belman received an email dated December 30th from Dana Henshaw regarding the CFA Exams: "I wanted to thank you for all of the work that you and the technicians put into making sure the time projections worked out for us.... I really appreciate your honest feedback on this. In addition to that I wanted to let you know that all of the post exam comments we have received from Donna, our candidates, and from our onsite staff have been very complimentary, and I wanted to send you my sincerest appreciation for all of the efforts you took in ensuring another successful exam administration for us. We look forward to returning in June!"

Centerplate

November

Catering & Sales Department

During the Royal Agricultural Winter Fair Centerplate executed many catered events. At the President's Dinner Centerplate served Dried Blueberry and Juniper-Coated Duck Breast with Buttered Greens, Oyster Mushrooms, Cracked Wheat with Dried Fruits and a Shiraz Jus. Dessert consisted of Cabernet-Poached Pear stuffed with Organic Granola, Mascarpone Cream and Chocolate Sauce. During the Past Presidents offerings included Acorn Squash and Coconut Bisque with Spearmint Milk and Pistachio Tuille followed by Herb-Crusted Beef Tenderloin, Potato Pave and Steamed Ontario Asparagus as the main entrée. These events were well received by our guests.

At the Everything to do with Sex Show Centerplate catered a wedding reception and provided the Champagne and Cake for guests after the ceremony. It was a great event.

During Print World the catering department serviced two receptions for exhibitors. At one reception offerings included Bay Shrimp and Asparagus Canapés, Tandoori Chicken Skewers with Minted Raita, and South West Spring Rolls with a Black Bean Dip. At the second reception Centerplate served Mini Pinwheel Wraps and Mini Sandwiches. The client was extremely happy with the food and service and sent Centerplate a letter of appreciation.

Retail Department

During The Everything to do with Sex Show Centerplate opened a bistro on the show floor. Many guests pre-ordered meal packages on-line. We served items such as a Pate Plate with Hummus, Artichoke Tapenade with Olives, Cornichons and Flat bread, Pasta with Ontario Asparagus and Grilled Chicken, Mussels in a Spicy White Wine Tomato Sauce and Homemade Cookies, Biscotti and Tiramisu.

During Print World Centerplate opened up two new concessions; Princes' Deli and Go Fresh. Offerings included Turkey, Grilled Vegetable and Goat Cheese and Prosciutto and Grilled Asparagus Paninis, Made-to-order Pasta's and Salads where guests can choose their toppings and freshly sliced Pastrami and Turkey Sandwiches on Rye. Guests really appreciated the freshness and option of customizing their order.

During Woofstock Centerplate opened up a Bar, Gourmet Coffee and Pastry stand. We served Asian Noodles, Sushi, Pizza and Gourmet Paninis were served. The show was a success and the guests were quite happy with the food selections.

December

Catering & Sales Department

During the month of December, Exhibition Place hosted the One of a Kind Christmas Show as well as the Scotiabank, TD Bank, Toronto Hydro and Rogers Children's Holiday Parties.

During the One Of A Kind Christmas Show Centerplate served the First Year Reception, Press Preview Breakfast and the Hands on Workshops. All events went well and exhibitors were quite happy with the arrangement and variety of breakfast and lunch options.

During the TD Bank Holiday party the Catering department served Pizza and Drinks to 7,000 children! The client was very happy and sent Centerplate a thank you letter expressing how impressed she was with the service provided. At the Toronto Hydro Party, Centerplate served 650 children Pizza, Chips and Gingerbread Cookies with toppings for the kids to decorate with.

December was a great month for catering and the clients were very happy.

Retail Department

At the One of a Kind Show the Retail Department set up our Made-to-Order Pasta and freshly pressed Gourmet Panini cart. Centerplate also served Smashed Potatoes, Wok-Away-Noodles, Shawarma, Crepes, Sushi, and our new Deli serving Montreal Smoked Meat. The Bistro served a Nicoise Salad with Tomatoes, Potatoes, Green Beans, Egg, Olives, Anchovies and Tuna. Entrée options included Chicken Souvlaki with Braised Potato, Rice and Tzatziki and for dessert a Pear Tart and Poire William Crème Anglaise. Exhibitors and guests had a large variety to choose from.

During the Rogers Holiday Party Centerplate offered families and friends Ice Cream, Cotton Candy and Candy Apples in addition to the catered food provided for each guest.

Overall the events in December were very successful.

Cerise Fine Catering

Some 4,000 delegates were hosted at the Allstream Centre throughout the month of November. The building was filled with professionals attending meetings hosted by MTS Allstream, Nestle Canada Inc., MCC Moore Carlyle Consulting, Rogers, City of Toronto and IT World Canada, whose concluding dinner featured a Fresh Salad Bar, Asian Station with Asian Slaw in Rice Wine Dressing, Made to Order Chicken Vegetable Stir-fry and Vegetarian Spring Rolls, a popular Carving Station of Steamed Hip of Beef with various accompaniments, and of course an array of Scrumptious Sweets.

Honoured Guests and Award Winners were present at two different Galas. Roger's 11th Annual Media Innovations Awards entertained 800 guests who enjoyed a lovely three course dinner of Roasted Tomato, Buffalo Mozzarella with Fresh Basil and a Balsamic Reduction followed by Prime Striploin topped with Buttermilk Onion Rings with Whipped Potatoes, Broccoli and Three Peppercorn Jus complete with Classic Opera Cake with Scharffenberger Mocha Sauce. Executives from PepsiCo enjoyed a private reception prior to the Women's Executive Network Awards Dinner. Women's Executive Network Annual Summit and Awards Dinner attracted 300 delegates to the summit and over 1,200 guests, including CEOs, Presidents and Vice Presidents of varied companies and institutions, to the Awards dinner where they enjoyed a three course dinner featuring Spring Mix Salad with Crumbled Goat Cheese, Dried Cranberries and Butternut Squash Confetti in Maple Vinaigrette, followed by Cerise's Signature entrée of Medallions of Beef Tenderloin topped with Shallot of Cabernet/Merlot Reduction, Seasoned Roasted Potatoes and Seasonal Vegetables.

In December Allstream Centre hosted 1,500 attendees from Toronto Hydro. Cerise served Baked Breakfast Items, Gourmet Sandwiches and Jumbo Gourmet Cookies. Later in the month, HSBC Bank Canada meetings in Allstream Centre and kept staff busy leading into the holidays.

Submitted by:

Arlene Campbell
General Manager, Sales & Events

Submitted by:

Dianne Young
CEO, Exhibition Place