



2026

THE WORLD'S PREMIER
MINERAL EXPLORATION
& MINING CONVENTION

PDAC 2026 Floor Plan Submission Deadline and EAC Reminder

UPCOMING DATES/DEADLINES*

Jan. 7 – **North Meeting Space** – advanced booking deadline

Jan. 23 – Large/Heavy Equipment approval deadline

Jan. 26 – MTCC Fire Safety Reply deadline (Mandatory)

*Refer to the [Exhibitor Toolkit](#) for more details

This is a friendly reminder that all Exhibitors with 4 or more booths are required to submit a floor plan to PDAC Exhibit Management at pdacexhibits@pdacevents.ca, due **January 9, 2026**.

Failure to submit a booth floor plan by the deadline may prevent your company from participating as an Exhibitor at PDAC 2026. Please make your arrangements as soon as possible, the deadline is fast approaching.

FLOOR PLAN REQUIREMENTS

- Booth floor plans must include *all dimensions* (Height, Width, Length and set back measurements in feet & inches) for all booth structures, heavy equipment and hanging signs.
- Please indicate on floor plan if there is raised flooring and ensure all safety measures are indicated – please refer to Exhibitor Toolkit for raised flooring requirements.
- Any exhibitor interested in increasing booth space vertically – i.e., Double-Decker Booth – are required to contact Exhibit Management at pdacexhibits@pdacevents.ca.
- If you wish to display a hanging sign, it must be included on your floor plan, please see Hanging sign regulations in your [Exhibitor Toolkit](#).
- The preferred location of electrical outlets must also be included in your floor plan.
- Some floorplans will require approval from MTCC depending on size, heavy equipment, and special requests.

For more information, please refer to the **Display Rules and Regulations** portion of the [Exhibitor Toolkit](#).

PDAC will not review/approve more than one booth floor plan design from multiple contractors, so ensure that you choose a contractor before sending the design to PDAC.

EXHIBITOR APPOINTED CONTRACTOR (EAC)

If you are not using GES, the Official Show Supplier, and you have hired an Exhibitor Appointed Contractor (EAC) to install your booth, you must do the following:

- Provide them with the Display Rules and Regulations regarding booth and display structure before they begin designing your display
- A Notice of Intent to Hire an EAC (Exhibitor Appointed Contractor) form must be completed by the Exhibitor. [Notice of Intent to Hire an EAC form.](#)

NORTH & SOUTH LOADING DOCKS

- Please ensure your EAC has reviewed the Move-in & Move-out procedures in the [Exhibitor Toolkit](#) to arrange the loading dock (if required) through Voyage Control, the MTCC booking system.
- The EAC/Exhibitor will only have a 30-minute window to unload/load and remove all items from the loading dock. This is to ensure the timely move-in/out of other exhibitors.
- Please ensure your EAC has the appropriate number of staff to unload/load all items within this time frame. Also ensure that they remove and store empty crates. Alternatively, GES can perform this service for a fee.

We look forward to receiving your floor plan. If you require any clarification or assistance, please let us know.

If you have already submitted a floor plan, Thank You!