

THE HOME OWNERS EXPO Chesapeake, VA January 6-7, 2024

PLEASE NOTE: Exhibitors promoting windows, siding, roofing, doors are required to book a double space or larger

The Chesapeake Conference Center, 700 Conference Center Drive, Chesapeake, VA 23320 **Sat. 10AM-6PM, Sunday 11AM-5PM**

_____ **Standard:** \$1250 (10' wide x 10' deep) _____ **Double:** \$2500 (20' wide x 10' deep)

_____ **Premium Double:** \$3000 (20 wide x 10 deep)

_____ Total # of Booths _____ Add Electric for \$75.00 **Total Booth Fees** _____

THE HOME OWNERS EXPO Annapolis, MD Feb. 24-25, 2024

The Byzantium Event Center, 2747 Riva Road, Annapolis, MD 21401 **Sat. 10 AM-6PM, Sunday 12 noon-5PM**

_____ **Standard:** \$1450 (10' wide x 8' deep) _____ **Double:** \$2800 (20' wide x 8' deep)

_____ **Premium Double:** \$3000 (20 wide x 8' deep)

_____ **Standard Narrow:** (10' x 6') (limited availability) \$950 _____ **8' x 6':** (limited availability) \$700 _____

_____ Total # of Booths _____ Add Electric for \$75 show **Total Booth Fees** _____

_____ I'd like the same spot as the last show

THE HOME OWNERS EXPO Wilmington, DE March 16-17, 2024

Chase Center on The Riverfront, 815 Justison Street, Wilmington, DE 19801 **Sat. 10AM-6PM Sunday 11 AM-4PM**

PLEASE NOTE: Exhibitors promoting windows, siding, roofing, doors are required to book a double space or larger

_____ **Premium:** \$1450 (10' wide x 10' deep) _____ **Double:** \$2800 (20' wide x 10' deep) (limited locations)

_____ **Premium:** \$1300 (10' wide x 8' deep) _____ **Double:** \$2600 (20' wide x 8' deep) (limited locations)

_____ **Standard:** \$1275 (10' wide x 10' deep) _____ **Double:** \$2500 (20' wide x 10' deep)

_____ **Standard:** \$1150 (10' wide x 8' deep) _____ **Double:** \$2300 (20' wide x 8' deep) (limited locations)

_____ **Marketplace @400 (10'x 10')** for qualified exhibitors (direct retail cash and carry sales)

_____ Total # of Booths _____ Add Electric for \$100.00 **Total Booth Fees** _____

_____ I'd like the same spot as the last show

THE HOME OWNERS EXPO Annapolis, Sept. 28-29, 2024

The Byzantium Event Center, 2747 Riva Road, Annapolis, MD 21401 **Sat. 10AM-6PM, Sunday 12 noon-5PM**

_____ **Standard:** \$1250 (10' wide x 8' deep) _____ **Double:** \$2300 (20' wide x 8' deep)

_____ **Standard Narrow:** (10' x 6') (limited availability) \$700

_____ **Marketplace** (10' x 6'): (cash and carry qualified exhibitors) \$400

_____ Total # of Booths _____ Add Electric for \$75.00 **Total Booth Fees** _____

_____ I'd like the same spot as the last show

Mid Atlantic Expositions EXHIBITOR CONTRACT

Several categories are limited, therefore we accept applications from a specific number of exhibitors.

Contact: _____

Company: _____

Services/Products: _____

Address: _____

City: _____ St. _____ Zip _____

Office Phone: _____ Cell Phone: _____

Fax: _____ E-Mail: _____

State Home Improvement License # _____

Please return with \$400 per space deposit to confirm exhibit space**Return early for best booth location**

Complete this form and fax, mail or email to us. Make Checks payable to Mid Atlantic Expos

Scan and email: office@midatlanticexpos.com

Mail: PO Box 3331, Annapolis, MD 21403

This agreement constitutes your contract with Mid Atlantic Expos, producers of the above Shows. Please return all pages with contract.

Cancellations received in writing 60 days prior to the event will be refunded in full, minus \$100 fee. No refunds will be issued within 60 days of the event. Exhibitor is responsible for outstanding fees due if cancelled less than 60 days in advance. Exhibitor agrees to provide proof of event liability insurance as requested by Mid Atlantic Expos. **Final payments are due 30 days in advance of show. Failure to make payment as scheduled will result in cancellation of exhibit space. Early break down of exhibit space will result in an immediate \$150 non-refundable penalty fee.**

Method of Payment: _____ Check _____ Credit Card Please Charge \$ _____ to my Credit Card: VISA MC AMEX

Credit Card # _____ Ex. Date: _____ Security Code _____

Mid Atlantic Expos will add a 3% bank service charge on all credit card charges in excess of \$2500 per year.

Cardholder name _____ Cardholder Signature _____

_____ I authorize Mid Atlantic Expos to process the final payment on my credit card 30 days in advance for the event.

I warrant that I am the card holder of the above credit card and I authorize Mid Atlantic Expositions to charge my card for my participation in Mid Atlantic Expositions Events and related marketing services. I understand Mid Atlantic Expositions is the producer and marketer of the events only and does not make any express or implied guarantee regarding attendance, sales and results to exhibitors or any guaranteed results to exhibitor from their participation.

Agreed by Exhibitor _____ Date _____

PLEASE NOTE THE FOLLOWING:

Please check-in at the Exhibitors Check-In table on arrival for credentials and other important documents.

All Exhibitors are required to comply with CDC and local health department guidelines for the safety of our fellow exhibitors and guests.

Booth Set up and operation: All booths are subject to the approval of the local fire marshal. Each booth will be set up with 3' high side curtains and an 8' high back curtain. If you have side walls or other objects in your booth (cabinets, pop up signs), please make sure that they do not extend any further than four (4) feet from the back of the booth and block your adjacent neighbor. Booth space is provided as is, and carpet/ floor covering is at the discretion of each vendor. (See notes below on venue flooring.) Tables and chairs are available for vendors and will be in your booth or on carts near your booth on arrival. **We do not provide linens or skirts for tables.** We ask that all booths be set and ready to go 30 minutes prior to the opening of the show on each day. **Venue protection: DO NOT TAPE ANYTHING TO THE FLOOR UNLESS YOU USE REMOVABLE PAINTERS TAPE.** For landscapers, please put a plastic mat or tarp on the floor before pavers are set. Exhibitors are liable for any damage to the facility and /or property of other Exhibitors they may damage. Exhibitors are responsible for their own insurance to cover all contingencies including but not limited to fire, theft, property damage, public and private liabilities, and worker's compensation.

Electricity is available for each booth for a nominal fee. (See contract) Please make advance arrangements with us if you need additional power. Please make sure to bring a 25' extension cord for power. If you have an electrical issue, please let the show managers know by Friday afternoon during move-in so it can be resolved.

Additional: Exhibitors should have at least one person in their booth during show hours. Loud sounds or flashing lights are prohibited in booth displays. Any aerial displays must be anchored safely to the floor or booth and must not exceed 12' in height. Displays cannot block adjacent booths. Exhibitors must not sell food or beverages for consumption at the show from their booths. Exhibitors are responsible for the maintenance and cleaning of their booths. All displays are subject to the approval of local officials. Exhibitors will refrain from soliciting guests that are currently engaged in conversations with other vendors or in other vendors booth space. **Vendors will solicit and distribute materials only from their own booth space.** Please remove the trash from your booth at the end of the day. Please turn off all electricity from your booth at the end of the day.

DO NOT BREAK DOWN YOUR BOOTH PRIOR to the end of the show as advertised or directly communicated by the on-site event/show manager. Vendors tearing down their booth prior to closing will not be invited back to the show and will be subject to an immediate \$150 charge. Exhibitor agrees to remove booth and materials by the end of the move out period and return the space clean with all trash removed, floor swept broom clean. In the event booth and materials are not removed, show will remove and store at exhibitor's expense where exhibitor will be responsible for all associated costs for moving and storage.

Show Badges: We will provide ID badges for **up to 6** people per booth when you check-in.

Parking: Please leave parking in the main lot for our patrons. A map will be provided on arrival.

Cancellation: The Show is not liable for weather and other issues that impact the performance of the event. Our company does provide cancellation insurance for unusual events including snow and hurricanes, but reimbursement is not guaranteed. Please speak with our sales representative in advance for details.

Additional Services: We use Advantage Conference and Expo for our decorator services and will provide additional information on extra items that they provide in advance of the show.

Licenses and Permits: All Home Improvement contractors must provide proof of a valid state home improvement license. For Maryland shows, exhibitors selling products direct to consumers at the event must provide proof of Trader's License or retail license and must display during show hours. Each Exhibitor will be responsible for the collection of the 6% Maryland retail sales tax.

Initial _____ Date _____

Locations and Move In/Move Out:**The Byzantium**

2747 Riva Road, Annapolis, MD 21401

Exhibitor Move-in: Friday 10AM-6PM

Show Hours: Sat. 10AM-6PM, Sunday 12 noon-5PM

Move Out: Sunday 5PM-8PM, Monday 8AM-11AM

Floor varies by room. The foyer is hardwood, the main ballroom and main hall are fully carpeted, and the atrium is concrete. See floor plan for specifics. The door to the main hall is on ground level and is 6' wide x 7' 8" high. There is a loading dock, with large access doors in the atrium area.

Chase Center

815 Justison Street, Wilmington, DE 19801

Exhibitor Move-in: Friday, 9AM-6PM

Show Hours: Sat. 10AM-6PM, Sunday 11AM-5PM

Move Out: Sunday 5PM-8PM, Monday 8AM- 12 noon

Flooring and entry doors: *The flooring at the Chase Center is carpeted, with the exception of a small portion of the Governor's Hall. There are two large roll-up doors and two loading dock doors.*

Chesapeake Conference Center

700 Conference Center Drive, Chesapeake, VA 23320

Exhibitor Move-in: Friday, 11AM-6PM

Show Hours: Sat. 10AM-6PM, Sunday 11AM-5PM

Move Out: Sunday 5PM-8PM, Monday 8AM-11AM

Flooring and entry doors: *The venue has carpet throughout. There is a loading dock and large roll up door at the rear of the venue for entry to the venue.*