

THE 5th ANNUAL KC-101 BRIDAL SHOW
OAKDALE THEATRE-SATURDAY, JANUARY 19, 2019
95 S Turnpike Road, Wallingford, CT 06492

LOCATION: OAKDALE THEATRE, WALLINGFORD, CT. 203-269-8721. DURING SHOW - IF YOU HAVE ANY QUESTIONS CONTACT ELIZABETH @860-365-5678 EXT 308or Cell 860-424-1730.

DATE: JANUARY 19, 2019

HOURS: **MOVE IN:** **SATURDAY, JANUARY 19, 2019 7:00AM-11:00AM**

SHOW HOURS: SATURDAY, JANUARY 19, 2019 11AM - 4PM

MOVE-OUT: SATURDAY, JANUARY 19, 2019 4PM - 9PM

ALL MATERIALS MUST BE OUT BY SATURDAY NIGHT. ITEMS LEFT AFTER SATURDAY ARE SUBJECT TO DISPOSAL AT EXHIBITORS' EXPENSE.

CHILDREN ARE NOT PERMITTED DURING MOVE-IN/OUT!

LOAD IN DOOR: RIGHT AND LEFT SIDE OF THEATRE (REAR) .

DISPLAY & DECORATING DEMERS EXPO SERVICES, CHRISTINE, 151 A PARK AVENUE, EAST HARTFORD, CT 06108, 860-882-0003 FAX 860-761-0070, EMAIL CHRISTINE@DEMERS.EXPO.COM. DEMERS HAS SENT YOU A KIT TO ORDER DISPLAY MATERIALS. DEMERS WILL PRINT BOOTH SIGNS, SO PLEASE CONFIRM THE CORRECT SPELLING OF YOUR COMPANY NAME.

ELECTRICITY: AN ELECTRICAL ORDER FORM IS INCLUDED WITH THIS KIT. PLEASE RETURN IT DIRECTLY TO JENKS PRODUCTIONS AS SOON AS POSSIBLE, WITH YOUR PAYMENT. ELECTRICITY IS \$85.00 IN ADVANCE, LATE COST IS \$115 IF ORDERED AT THE SHOW! **THE DEADLINE TO AVOID EXTRA CHARGES IS JANUARY 2nd, SO PLEASE RETURN THIS TO THE JENKS PRODUCTIONS ASAP!**

**DISTRIBUTION OF BROCHURES OR OTHER MATERIALS IS NOT PERMITTED
OUTSIDE YOUR PAID BOOTH AREA.**

BRIDAL LIST: *BRIDAL LIST WILL BE ACCESSIBLE ONLINE APPROX 7-10 DAYS AFTER THE SHOW WITH SPECIFIC INSTRUCTIONS. IT WILL BE IN EXCEL FORMAT. THERE WILL BE TWO PARTS TO THE LIST, THOSE WHO REGISTERED ONLINE (PROVIDING VALIDATED EMAIL ADDRESSES) AND THOSE WHO REGISTERED AT THE SHOW. IF YOU HAVE ANY QUESTIONS, PLEASE CALL ELIZABETH LESSOR (860)-365-5678 X308.

AS A PAYING EXHIBITOR IN OUR BRIDAL SHOWS, IT IS REQUIRED THAT YOU AGREE TO OUR TERMS TO RECEIVE OUR BRIDAL REGISTRY LIST.* THIS VERY VALUABLE SOURCE OF POTENTIAL BUSINESS IS EXCLUSIVE TO OUR VENDORS AND IS NOT FOR SALE. SHARING THIS LIST WITH ANY VENDOR OR BUSINESS WHO DID NOT PARTICIPATE IN OUR SHOW, WILL JEOPARDIZE YOUR FUTURE PARTICIPATION IN ANY BRIDAL EXPOS PRODUCED BY JENKS PRODUCTIONS, LLC. *WE HIGHLY ENCOURAGE GENERATING A LEAD LIST WITHIN YOUR BOOTH TO INCREASE YOUR BUSINESS DATEBASE.

SECURITY: THE MANAGEMENT WILL PROVIDE SECURITY DURING THE EXPO. NEITHER MANAGEMENT NOR THE OAKDALE IS RESPONSIBLE FOR LOSSES OF ANY KIND. SEE YOUR INSURANCE AGENT FOR OFF PREMISE COVERAGE. SMALL OR VALUABLE EXHIBIT MATERIALS SHOULD BE TAKEN WITH YOU AT NIGHT. PLEASE BE AWARE THAT THERE ARE MANY PEOPLE WITH ACCESS TO THE SHOW HALL DURING MOVE-IN AND MOVE-OUT, AND THAT IS THE TIME YOU SHOULD BE MOST WATCHFUL OF YOUR DISPLAY MATERIALS.

EXHIBITOR BADGES: EACH EXHIBITOR IS ALLOWED SIX (6) BADGES. BADGES WILL BE AVAILABLE AT THE SHOW OFFICE DURING SET UP HOURS. THESE ARE FOR YOUR BOOTH WORKERS ONLY!

VIP GUEST PASSES: EACH EXHIBITOR IS ENTITLED TO TWELVE (12) VIP GUEST PASSES, WHICH ARE ENCLOSED. EACH TICKET WILL ADMIT ONE PERSON, ONE TIME ONLY. THEY ARE FOR CLIENTS, GUESTS, FAMILY, ETC.

FIRE MARSHALL'S REGULATIONS: VEHICLES MUST HAVE BATTERIES DISCONNECTED. FUEL TANKS MUST BE FILLED WITH NO MORE THAN TEN GALLONS OF FUEL, OR MORE THAN ¼ FULL, WHICH EVER IS LESS. VEHICLES MAY NOT BE MOVED DURING THE EVENT. ALL FUEL TANKS SHALL BE TAPED SHUT TO PREVENT ESCAPE OF VAPORS. TABLE COVERINGS SHALL ALSO BE OF NON-COMBUSTIBLE MATERIALS, SUCH AS COTTON.

*****NOTICE! PER THE FIRE MARSHALL:** THE SHOW CLOSSES AT 4PM SATURDAY. THIS MEANS NO ONE WILL BE ALLOWED TO DISMANTLE OR REMOVE ANY PORTION OF THE BOOTH UNTIL THAT TIME. AS LONG AS THERE IS PUBLIC IN THE BUILDING, IT IS YOUR OBLIGATION BY CONTRACT TO PRESENT A FULL AND COMPLETE DISPLAY UNTIL THE SHOW IS OFFICIALLY CLOSED. YOUR COOPERATION IS MUCH APPRECIATED! ALSO, NO OPEN FLAMES IN BOOTHS INCLUDING PROPANE, BUTANE, STERNO, CANDLES, ETC.

SHOW DIRECTORY: THE SHOW DIRECTORY WILL BE HANDED OUT FREE TO EVERY ATTENDEE AT THE EXPO. GIVE YOUR COMPANY THE EDGE OVER YOUR COMPETITION BY ADVERTISING IN THE MOST POPULAR LITERATURE AT THE EXPO. SO CONTACT US AT 860-365-5678, TO PLACE AN AD OR FURTHER QUESTIONS. THE DEADLINE FOR AD PLACEMENT IS TWO WEEKS PRIOR TO THE SHOW DATE. **SEE ATTACHED FORM**

**** PER THE OAKDALE THEATRE, NO HELIUM BALLOONS MAY BE GIVEN OUT AT THE SHOW. THEY MAY ONLY BE USED FOR DECORATIONS****

IMPORTANT - ALL BOOTH FEES MUST BE PAID IN FULL BY JANUARY 2, 2019. ANY PAYMENTS RECEIVED AFTER THAT DATE MUST BE IN THE FORM OF CERTIFIED CHECK, CASH OR MONEY ORDER. NO EXCEPTIONS! FOR YOUR CONVENIENCE, A STATEMENT IS ENCLOSED. WE ACCEPT ALL MAJOR CREDIT CARDS. PLEASE COMPLETE THE ENCLOSED FORM. YOU MAY FAX IT TO US AT 860-365-5751.

SEE YOU AT THE KC-101 BRIDAL SHOW! BOOTH PAYMENT/ELECTRIC ORDER FORM

COMPANY NAME: _____ **BOOTH #:** _____

BOOTH /ELECTRICAL PAYMENT

PLEASE ORDER ELECTRICAL SERVICE FOR MY BOOTH (\$85 CHARGE)(JANUARY 2, 2019 LATE FEE \$115.00)

PLEASE CHARGE MY BOOTH PAYMENT/ELECTRICAL SERVICE TO MY CREDIT CARD # _____ EXP DATE _____

SECURITY CODE _____ (Last 3 digits on reverse of card/AMEX – 4digits right of center front of card)

BILLING ZIP CODE _____

AMT AUTH \$ _____ AUTH SIGNATURE _____

PLEASE RETURN COMPLETED FORM TO:

ELIZABETH LESSOR

JENKS PRODUCTIONS, LLC.

205 EAST HIGH STREET. EAST HAMPTON, CT 06424

(860) 365-5678ext 308 (800) 955-7469

YOU MAY FAX THIS TO US AT (860) 365-5751

JENKSPRODUCTIONS.COM