

THE 44th ANNUAL FALL HOME SHOW CONNECTICUT CONVENTION CENTER, HARTFORD, CT NOVEMBER 4-5, 2023 HALL A

LOCATION: CONNECTICUT CONVENTION CENTER, 100 COLUMBUS BLVD., HARTFORD, CT, 06106 LOCATED OFF I-91 EXIT 29A (CAPITOL AREA EXIT) MERGE ONTO WHITEHEAD HWY, TAKE COLUMBUS BLVD EXIT THEN RIGHT ON COLUMBUS BLVD. CTCC PARKING GARAGE ON RIGHT. MEREDITH MURPHY EXHIBITOR SERVICES CONTACT AT CT CC, CONTACT INFO: 860.728.2642 /FAX 860-249-6161; EMAIL - mmurphy@ctconventions.com JENKS PRODUCTIONS LLC., CONTACTS: **DENNIS JENKS at 860-365-5678 / CHARMAGNE HARRIS 860.918.0891**

HOURS-SET-UP: FRIDAY, NOVEMBER 3: 8:00AM– 6:00PM **UNATTENDED CHILDREN UNDER 12 NOT PERMITTED DURING MOVE-IN/MOVE-OUT**

SHOW HOURS: SATURDAY, NOVEMBER 4– 10:00AM – 5:00PM EXHIBITOR ACCESS – 1 HOUR PRIOR TO SHOW
SUNDAY, NOVEMBER 4 - 10:00AM – 4:00PM

MOVE OUT: SUNDAY, NOVEMBER 6 – 4:00 PM – 9:00 PM

NO SMOKING OR EATING IN YOUR BOOTHS! ONSITE CONCESSIONS AVAILABLE NO OUTSIDE FOOD DELIVERIES ALLOWED

NOTICE! PER THE FIRE MARSHALL: THE SHOW CLOSURES AT 5PM SUNDAY. 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! FIRE MARSHALL RULES AVAILABLE ON WWW.CTCONVENTIONS.COM

ALL MATERIALS MUST BE OUT BY 9 PM SUNDAY. ITEMS LEFT AFTER SUNDAY ARE SUBJECT TO DISPOSAL AT EXHIBITORS' EXPENSE. NEITHER JENKS PRODUCTIONS NOR THE CONVENTION CENTER ARE RESPONSIBLE FOR ANY ITEMS LEFT. DISTRIBUTION OF BROCHURES OR OTHER MATERIALS IS NOT PERMITTED OUTSIDE A PAID BOOTH.

MOVE IN INSTRUCTIONS:

ALL EXHIBITORS LIMITED TO **(3) MOVE-IN HELPERS ACCORDING TO CONVENTION CENTER RULES** - CHECK IN AT REGISTRATION TABLE BY LOAD IN DOOR.

1. ALL BOOTHS MUST BE PAID IN FULL BEFORE YOU ARE ALLOWED TO MOVE IN.

2. CHECK IN AT SHOW OFFICE, LOAD IN FROM CT CC LOAD-IN DOCK. NO MOVE-IN IS ALLOWED THROUGH THE MAIN ENTRANCE

3. BRING DOLLIES OR HAND TRUCKS FOR MOVE-IN. NO MECHANICAL MATERIAL HANDLING EQUIPMENT IS ALLOWED

4. FORKLIFT SERVICE or Drayage - CONTACT DEMERS EXPO SERVICES-860-882-0003

7. ALL COMMERCIAL DELIVERIES OR VEHICLES OVER 14' WILL BE SUBJECT TO MATERIAL HANDLING CHARGES, VEHICLES UNDER 14' WITH 3 OR LESS PERSONAL MAY UNLOAD WITH NO CHARGES.

8. DETAILED INFORMATION IS AVAILABLE AT THE CT CONVENTION CENTER WEBSITE <http://www.ctconventions.com/exhibitors/order-services/>

9. DIRECTIONS TO CONVENTION CENTER AND LOADING DOCK –MAP INCLUDED OR ONLINE WWW.JENKSPRODUCTIONS.COM

10. INSURANCE CERTIFICATES REQUIRED:

JENKS PRODUCTIONS, LLC & CONNECTICUT CONVENTION CENTER NAMED AS ADDITIONAL INSURED (Email to sandi@jenksproductions.com)

11. *PARKING* DISCOUNTED PARKING VOUCHERS AVAILABLE AT SHOW DESK

ELECTRICITY: ELECTRICITY IS NOT INCLUDED IN YOUR BOOTH COST. ALL EXHIBITOR SERVICES - November 1, 2023 Deadline

INCLUDING: ELECTRICAL, TELECOMMUNICATIONS, INTERNET, WATER, COMPRESSED AIR, BOOTH CLEANING, ETC, ARE AVAILABLE AT <http://www.ctconventions.com/exhibitors/order-services/> CLICK EXHIBITOR TAB, ORDER SERVICES, AND APPROPRIATE SERVICE NEEDED.

PLEASE RETURN COMPLETED FORMS TO: THE CT CONVENTION CENTER, ATTENTION:

MEREDITH MURPHY EXHIBITOR SERVICES MANAGER | **CONNECTICUT CONVENTION CENTER**

MMURPHY@CTCONVENTIONS.COM DIRECT: 860.728.2642 • CELL: 860.692.2584 • FAX: 860.728.2641

100 COLUMBUS BLVD. • HARTFORD, CT 06103

DISPLAY & DECORATING: DEMERS EXPO SERVICES, 151 A PARK AVENUE, EAST HARTFORD, CT 06108, 860-882-0003 FAX 860-761-0070, EMAIL-

info@demersexpo.com. ACCESS DEMERS KIT ONLINE TO ORDER DISPLAY MATERIALS. DEMERS WILL PRINT BOOTH SIGNS, SO PLEASE CONFIRM THE CORRECT SPELLING OF YOUR COMPANY NAME. **TABLES, CHAIRS, CARPET OR ELECTRICITY ARE NOT INCLUDED WITH THE BOOTH**

IF YOU SHIP MATERIALS IN ADVANCE OF THE SHOW DIRECTLY TO THE CT CONVENTION CENTER YOU WILL BE CHARGED SHIPPING AND HANDLING FEES. PLEASE CALL JENKS PRODUCTIONS FOR INSTRUCTIONS PRIOR TO SHIPPING SHOW MATERIALS.

SECURITY: MANAGEMENT WILL PROVIDE SECURITY DURING SHOW HOURS. NO ONE WILL HAVE ACCESS TO THE SHOW AFTER CLOSING HOURS. NEITHER MANAGEMENT, NOR THE CT CONVENTION CENTER CAN GUARANTEE EXHIBITORS AGAINST LOSS OF ANY KIND. SEE YOUR INSURANCE AGENT FOR OFF PREMISE INSURANCE. SMALL OR VALUABLE MATERIALS SHOULD BE PACKED OR COVERED AT NIGHT.

VIP GUEST PASSES: EACH EXHIBITOR IS ALLOWED TWELVE (12) VIP GUEST PASSES, TO BE USED FOR CLIENTS OR FAMILY. EACH PASS IS GOOD FOR ONE ENTRY ONLY. ADDITIONAL TICKETS ARE AVAILABLE – CALL 860.365.5678

EXHIBITOR BADGES: EACH EXHIBITOR IS ALLOWED SIX (6) BADGES PER COMPANY WHICH ARE GOOD ALL WEEKEND AND ARE TO BE USED FOR YOUR BOOTH STAFF, **NOT FAMILY AND FRIENDS!** BADGES WILL BE HELD AT THE SHOW OFFICE FOR PICK-UP.

Hotel Info

Official Host Hotel: Homewood Suites by Hilton Hartford South-Glastonbury-860-652-8111 to confirm the Rate of \$179.00 mention (JHS)Code Extended-stay hotel with suites offering kitchens & free Wi-Fi, plus a pool & fitness room. Free breakfast.

Residence Inn Hartford Downtown-860-524-5550 \$199 USD/night Contemporary extended-stay hotel

New Convenient Payment Portal: <https://stats.slimcd.com/soft/multisession.asp?sessionid=8FA841734096F0E0206CFAAD9A717AF049806B26>

44TH ANNUAL FALL HOME SHOW – NOVEMBER 4-5, 2023 BOOTH PAYMENT FORM

BOOTH FEES: ALL FEES ARE DUE BY OCTOBER 20, 2023. PAYMENTS MADE AFTER THAT DATE MUST BE BY CASH, CERTIFIED CHECK OR CREDIT CARD. A STATEMENT IS ENCLOSED. USE THIS FORM TO PAY BY CREDIT CARD. SCAN TO SANDI@JENKSPRODUCTIONS.COM

New convenient Payment Portal: <https://stats.slimcd.com/soft/multisession.asp?sessionid=8FA841734096F0E0206CFAAD9A717AF049806B26>

COMPANY NAME: _____
____ ENCLOSED IS MY CHECK FOR BOOTH PAYMENT
____ PLEASE CHARGE MY CREDIT CARD # _____
AMOUNT AUTHORIZED \$ _____ EXPIRATION DATE: _____
SECURITY CODE _____ (Last 3 Digits on reverse side of card except AMEX – 4 digits front right center)
BILLING ZIP CODE _____ AUTHORIZED SIGNATURE _____

CROSS PROMOTIONAL TICKET DISTRIBUTION PROGRAM: VIP TICKETS AVAILABLE FOR YOUR CUSTOMERS – NO CHARGE TO YOU

____ YES – PLEASE EMAIL .PDF COUPON FOR EMAIL BLASTS
____ YES I WOULD LIKE SOCIAL MEDIA LINKS/COUPONS
EMAIL ADDRESS _____

EXPEDITE YOUR PRE-ORDERS –

PLEASE SCAN/EMAIL DIRECTLY TO SANDI@JENKSPRODUCTIONS.COM YOU ALSO MAY FAX THIS FORM TO (860) 365-5751!

IF MAILING - RETURN THIS FORM TO:

JENKS PRODUCTIONS, LLC
205 EAST HIGH STREET
EAST HAMPTON, CT 06424

THANKS FOR YOUR PAYMENT! SEE YOU AT THE FALL HOME SHOW!

VISIT US ONLINE AT WWW.JENKSPRODUCTIONS.COM

QUESTIONS – CALL CHARLEE DIRECTLY AT 860.918.0891 EMAIL: CHARLEE@JENKSPRODUCTIONS.COM