

WORCESTER HOME SHOW MARCH 8-10, 2024 – DCU CENTER – WORCESTER, MA

ALL EXHIBITORS MUST CHECK-IN AT SHOW OFFICE PRIOR TO SET-UP LOCATION: DCU CENTER EXHIBITION HALL. 50 FOSTER STREET, WORCESTER, MA 01608-1398 SHARI O'CONNOR, OUR ONSITE CONTACT, CAN BE REACHED AT 508-929-0115 or soconnor@dcucenter.com

FOR PRE- SHOW & ONSITE QUESTIONS: CHARMAGNE HARRIS - (860) 918-0891 or DENNIS JENKS – (860) 918-1297 TIM HARRIS (860) 918-1291

HOURS: SET UP: CHILDREN 12 + UNDER MUST BE ACCOMPANIED BY AN ADULT AT ALL TIMES DURING MOVE-IN/OUT

VEHICLES - THURSDAY, MARCH 7, DOOR 20 VEHICLES REVISED TIME 11 AM– FUEL TANK ¼ FULL; BATTERY DISCONNECTED, GAS CAP LOCKED OR TAPED SHUT - KEYS TO DCU SECURITY OFFICE. GENERAL MOVE IN 11AM TO 6PM DOOR 20 FRIDAY 8AM – 4PM DOOR 20. FRIDAY 8AM – 4PM DOOR 20

EXHIBITOR BADGES: EXHIBITORS ARE ALLOWED SIX (6) BADGES PER EXHIBITOR. THESE ARE GOOD FOR BOTH DAYS OF THE EXPO. THEY WILL BE - AVAILABLE AT THE SHOW CHECK-IN DESK DURING SET UP HOURS.

SHOW HOURS: FRIDAY MARCH 8, 4PM – 8PM -
SATURDAY MARCH 9, 10AM – 5PM -
SUNDAY MARCH 10, 10AM - 4PM

MOVE OUT: SUNDAY, MARCH 10, 4PM - 9PM - NO MONDAY HOLDOVERS. NO EXCEPTIONS.

INSURANCE CERTIFICATES REQUIRED: JENKS PRODUCTIONS, LLC & CITY OF WORCESTER & SMG/ASM GLOBAL named As Additionally Insured:. City of Worcester and SMG/ASM Global Global 50 Foster Street Worcester, MA 01608-1398. Jenks Productions, LLC 205 East High Street East Hampton, CT 06424 (Email to sandi@jenksproductions.com or fax to 860.365.5751)

ELECTRICITY How to Sign Up * ELECTRICITY IS NOT INCLUDED WITH THE BOOTH! ** Contact: Shari O'Connor 508-929-0115

DISPLAY & DECORATING: A BOOTH SIGN, AN 8' HIGH BACK CURTAIN AND 3' HIGH SIDE CURTAINS ARE INCLUDED IN THE BOOTH FEE AND ARE PROVIDED BY DEMERS EXPO SERVICES, 151A PARK AVE, EAST HARTFORD, CT 06108, 860-882-0003, CHRISTINA@DEMERSEXPO.COM FAX 860- 761-0070. QUESTIONS ON RENTALS, PLEASE CALL DEMERS AT 860-882-0003. DEMERS EXPO.

FOOD & BEVERAGE SAMPLES: ATTENTION VENDORS SERVING BEVERAGES OR FOOD SAMPLES: Shari O'Connor 508-929-0115

PARKING: MAJOR TAYLOR BLVD MUNICIPAL PARKING GARAGE – 30 MAJOR TAYLOR BLVD (508) 792-0314 VISIT WWW.DCUCENTER.COM/PARKING.PHP

SECURITY: MANAGEMENT WILL PROVIDE SECURITY STARTING FRIDAY NIGHT. NO ONE WILL HAVE ACCESS TO THE BUILDING AFTER CLOSING HOURS. EXHIBITORS MAY ACCESS THE BUILDING ONE-HOUR PRIOR TO SHOW TIME, AND DURING MOVE IN & OUT. NEITHER MANAGEMENT NOR THE DCU CENTER CAN GUARANTEE EXHIBITORS AGAINST LOSS OF ANY KIND. PLEASE SEE YOUR INSURANCE AGENT ABOUT OFF PREMISE COVERAGE (SEE BELOW). SMALL OR VALUABLE EXHIBIT MATERIALS SHOULD BE PUT AWAY OR COVERED AT NIGHT. PER DCU NO HELIUM BALLOONS ALLOWED – ANY LOOSE BALLOONS WILL INCUR CHARGES

VIP GUEST PASSES: FOUR (6) VIP GUEST PASSES ARE AVAILABLE. THESE ARE FOR CLIENTS, FRIENDS & FAMILY. EACH TICKET WILL ADMIT ONE PERSON, ONE TIME ONLY. HOTEL: HILTON GARDEN INN-WORCESTER (508-753-5780) –CALL FOR RATES

COMPANY POLICY!!!! IMPORTANT! - ALL BOOTH FEES MUST BE PAID IN ADVANCE, BY MARCH 1, 2024. ANY PAYMENTS RECEIVED AFTER MARCH 1, MUST BE IN THE FORM OF A CERTIFIED CHECK, CASH OR MONEY ORDER, NO EXCEPTIONS! STATEMENTS AVAILABLE. WE ACCEPT ALL MAJOR CREDIT CARDS. COMPLETE THE FORM BELOW! IF YOU HAVE ANY QUESTIONS REGARDING THE SHOW, CONTACT CHARMAGNE AT (860) 918-0891.

EMAIL: charlee@jenksproductions.com VISIT US ONLINE AT www.jenksproductions.com

THE WORCESTER HOME SHOW PAYMENT FORM & ELECTRICAL/HEALTH DEPT. INFO

COMPANY NAME:

I ENCLOSED MY CHECK FOR BOOTH PAYMENT.

PLEASE CHARGE MY CREDIT CARD # _____

AMOUNT AUTHORIZED \$ _____ EXPIRATION DATE: _____ SECURITY CODE _____

_____ (last 3 digits reverse of card except AMEX – 4 digits front middle right) BILLING ZIP CODE _____

AUTHORIZED SIGNATURE _____

_____ BOOTH/ELECTRICAL ORDER FORM CALL 508-929-0115 or soconnor@dcucenter.com TO ORDER ELECTRICITY OR INTERNET BEVERAGES OR FOOD SAMPLES: CONTACT SHARI O'CONNOR, DCU EVENT MANAGER.

JENKS PRODUCTIONS LLC., 205 EAST HIGH STREET, EAST HAMPTON CT 06424 Call 860.365.5678 OR TOLL FREE 800-955-7469.
EMAIL TO SANDI@JENKSPRODUCTIONS.COM