

# THE VERMONT HOME SHOW March 28-29, 2026 @ Champlain Valley Expo Center

**Location:** Champlain Valley Expo Center, 105 Pearl St, Essex Junction, VT 05452

**JENKS PRODUCTIONS LLC., CONTACTS:** Charmagne Harris 860.918.0891/Wes Jenks 561.578-9680 / Tim Harris 860.918.1291

**Show Hours:** Saturday, March 28<sup>th</sup> - 10:00am – 5:00pm Exhibitor Access 1 hour prior to show  
Sunday, March 29<sup>th</sup> - 10:00am– 4:00pm (*Show is open to public until 4pm, booths remain intact until show*)

**Hours-Set-Up:** Friday, March 27<sup>th</sup> 8:00AM– 6:00PM Vendors are encouraged to set up during scheduled time.  
(**Parental supervision required for children under 16**)

**Move Out:** Sunday, March 29<sup>th</sup> - 4pm – 9pm

All materials must be out by **9pm Sunday**. NO HOLDOVERS. Items left are at the owners' risk.

Secure your display when the show closes. Jenks Productions and the Champlain Valley Expo Center are not responsible or liable for items left after 9pm Sunday February 23<sup>rd</sup>.

**Booth Fees:** All booths MUST be paid in full prior to being set up on the show site.

Balances must be paid no later than Friday, March 15<sup>th</sup> Pmts received after must be by Cash, Certified Check or Credit Card. Statements are available upon request with our payment portal link.

## **Show Check In:**

All exhibitors and move-in crews must check in at the registration desk at the show office.

Be sure to bring your own dollies and or hand trucks for move in. No move in or out through the front entrance.

Exhibitor entrances on either end of Miller South Bldg – large overhead roll up doors.

Any materials sent to the building will be Breanna Deavitt at Champlain Valley Expo Center

Please call Charmagne Harris, 860.918.0891, or Tim Harris 860.918.1291 with any questions.

## **Display & Decorating:**

Tables/Chairs are available to RENT from Champlain Valley Expo Center (802) 878-5545 x12 Brenna Deavitt  
email: bdeavitt@cvexpo.org

**Forklift Services** contact Champlain Valley Expo Center – call (802) 878-5545 x12 Brenna Deavitt

**Electricity** must be pre-ordered by February 15, call 860.918.0891

110v 20 Amp dedicated circuit - \$85.00; 208v 30 Amp Circuit - \$170.00; 208v 50 Amp Circuit - \$195.00

**Wi-Fi** – Free - Unprotected network name CVEXPO; Free - Protected Network - Network name: Cvendors; Password: sell@CVE22

**Parking:** Fairgrounds parking lots are available first come first serve.

**Security:** Management provides security during set up and home show hours. NO ONE will have access after closing & the building is secured.

Neither Jenks Productions nor the Champlain Valley Expo Center guarantees exhibitors against loss of any kind.

Small or valuable materials should be packed away or removed at night.

**VIP Guest Passes:** Each Vendor will receive (6). These are for your customers & clients.

**Exhibitor badges:** Each company will be allowed 6 badges. **Badges are for your staff.** Available at Show Desk upon Registering

**Certificate of Insurance:** ALL exhibiting companies are required to provide a letter of additional insured by his/her insurance company. Additional Insureds are Jenks Productions, LLC 205 East High Street East Hampton, CT 06024

Champlain Valley Expo Center 105 Pearl St. Essex Jct., VT 05452

**Show Program:** Program Rate Sheet located on website - DEADLINE 2 WEEKS PRIOR TO SHOW Please contact Charmagne (Charlee) [charlee@jenksproductions.com](mailto:charlee@jenksproductions.com) or 860.918.0891

**Host Hotels:** **Best Western Windjammer Hotel** 802-863-1125 1076 Williston Rd, South Burlington, VT, 05403-5718

[https://www.bestwestern.com/en\\_US/book/hotel-rooms.46013.html?groupid=K62PM2G3](https://www.bestwestern.com/en_US/book/hotel-rooms.46013.html?groupid=K62PM2G3)

- Preferred group rate of \$109 per night, subject to taxes and fees
- Complimentary hot breakfast for hotel guests included in room rate, served daily from 6:30-10am
- Any unsold rooms would be released MARCH 15, 2026 prior to arrival
- Guests will confirm their own reservations either by calling the hotel direct and asking for the block by name or through a reservations link made specifically for the group

**VERMONT HOME SHOW February 22<sup>nd</sup>–23<sup>rd</sup>, 2025 BOOTH PAYMENT FORM**

- Guests will be required to give a credit card at the time of reservation. Individual cancellations need to be done 24-hours prior to arrival to avoid any penalty
- Vendors also enjoy access to our indoor pool, fitness center, complimentary WIFI, complimentary parking, warm cookies nightly in the lobby, 24-hour coffee service and 24-hour airport shuttle

**Booth Fees: Booth** Fees due by March 15<sup>th</sup>. Payments made after that must be Cash, Certified Check or Credit Card. Reference your invoice included.

**New convenient Payment Portal Requires Invoice #:**

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

Use this form below to pay by credit card, scan to [cathy@jenksproductions.com](mailto:cathy@jenksproductions.com)

**REQUEST PAYMENT LINK TO BE SENT**

Company Name: \_\_\_\_\_ Booth #: \_\_\_\_\_

\_\_\_\_\_ My booth payment is enclosed

\_\_\_\_\_ Please charge my credit card

**Electricity** must be pre-ordered by March 15 call 860.918.0891

110v 20 Amp dedicated circuit - \$85.00; 208v 30 Amp Circuit - \$170.00; 208v 50 Amp Circuit - \$195.00 (2025 rates)

**Wi-Fi** – Free - Unprotected network name CVEXPO

Free - Protected Network - Network name: Cvendors; Password: sell@CVE22

Card Number # \_\_\_\_\_ Security Code: \_\_\_\_\_

*(Last 3 Digits on reverse side of card except AMEX – 4 digits front right center)*

Amount: \$ \_\_\_\_\_ Expiration Date: \_\_\_\_\_ Billing Zip Code: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Email: \_\_\_\_\_

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

\_\_\_\_\_ Yes, please email .pdf coupons for email blasts and social media posts. Email: [charlee@jenksproductions.com](mailto:charlee@jenksproductions.com)

**Return this form to:**

Jenks Productions, LLC 205 East High Street, Suite 1 East Hampton, CT 06424

860-365-5678 Toll Free 800-955-7469 [cathy@jenksprocutions.com](mailto:cathy@jenksprocutions.com)

Thank you for your payment! See you at the Vermont Spring Home Show