

EXHIBITOR MANUAL

for the

ORLANDO RV SHOW

March 13 – March 16, 2025

Osceola Heritage Park
1875 Silver Spur Lane
Kissimmee, FL 34744
Facility: 321-697-3333



Regional President, Larry McNamara – Giant Recreation World

On-Site Show Managers:

Monday, March 10th – Monday, March 17th
Patty Flanagan, Show Director
Cell: 813-318-1487

Monday, March 10th – Monday, March 17th
Cole Costello, Regional Show Coordinator
Cell: 813-709-5376

Please take time to carefully review these materials as they can save you time and money and help you make your experience more profitable and enjoyable. Please share this with all personnel working exhibit at the show.

Florida RV Trade Association
5407 Boran Place, Tampa FL 33610
Phone: (813) 741-0488 • www.frvta.org

SHOW INFORMATON

Show Hours: Thursday – Saturday 9AM – 5PM Sunday 9AM – 4PM

Admission: \$5.00

Discounts: \$1 off – Seniors / Military / 1st Responders (All Days)

Parking: Free for Public

DIRECTIONS:

From the North:

Take Exit #180 (US Highway 192 West). Follow US Highway 192 to Bill Beck Blvd. Turn Right. Follow signs to Main entrance. Osceola Heritage Park is about one block on the Left.

From the South:

Take Exit #205-B (Route 528, the Beachline Expressway). Exit the Beachline at Route 417 South (the Greenway). Take to Exit #17 (Boggy Creek Road South). Follow Boggy Creek one mile to stop light, turn Right onto Boggy Creek Road to US Highway 192. Turn Right on US Highway 192, next traffic light, Bill Beck Blvd. Turn Right. Follow signs to Main entrance. Osceola Heritage Park is about one block on the Left.

From the East:

Take Exit #65 (Osceola Parkway), proceed east to Michigan Ave. Turn Right on Michigan Ave. to US Highway 192; turn Left and follow US Highway 192 to Bill Beck Blvd. Turn Left. Follow signs to Main entrance. Osceola Heritage Park is about one block on the Left.

From the West:

Take Exit #77, to Florida's Turnpike South. See above for Turnpike Southbound.

SHOW SERVICES

Shipping & Decorator:

*Refer to appropriate order forms on our website.

Expositions, Etc. by Chene Inc

Mailing: PO Box 22978
St. Petersburg, FL 33742
727-577-1168

Shipping: 4740 126th Avenue North, Suite A
Clearwater, FL 33762

Accommodations:

Holiday Inn

5001 Calypso Cay Way
Kissimmee, FL 34746
407-997-1400

Rates start at:

\$173.00 /night + tax

Embassy Suites

4955 Kyngs Heath Rd
Kissimmee, FL 34746
407-597-4000

\$249.00 / night + tax

Quality Inn & Suites

2039 E Irlo Bronson Mem.
Kissimmee, FL 34744
352-347-1600

\$132.00 / night + tax

Exhibitor Camping:

Osceola Heritage Park

1875 Silver Spur Lane
Kissimmee, FL 34744
\$50.00 a night + tax

Contact: Keily Guichardo via email: kguichardo@ohpark.com

The email should include company name, check-in/ check-out date and number of sites needed. You will then receive an email with a payment link & confirmation.

Electric:

Order form available on our website: <https://www.frvta.org/exhibitors/exhibitor-info-orlando-rv-show/>

Rules & General Information

Each exhibit must have a representative in attendance, their booth or display manned and RV units opened during all specified show hours. In the case of an emergency, running late, etc. please notify On-Site Show Manager.

Credentials: Each person working the exhibit is required to have an Exhibitor Button. Exhibitors **MUST** have an exhibitor button in order to enter into the ticket gates. Be sure to request these buttons in advance via the website. Buttons will be available for pick-up on Move-in day. They will be given to your authorized rep or be in your display/booth. Additional buttons may be available at Show Office. Dealers are allotted a maximum of 20 buttons, regardless of exhibit space size. Suppliers are allotted a maximum of 10 buttons. Exhibitors may purchase additional buttons at a cost of \$1.00 per. Exhibitor buttons may be returned on the last day to Show Manager or box provided.

Parking: Exhibitors are to park on the Northeast side of the parking lot.

Payments: All final payments for show exhibition are due prior to the first day of move-in. Exhibitors will not be permitted to exhibit with any outstanding balance.

Security: There will be security beginning Monday, March 10th, including overnight.

Note: Gates will close by approx. 6 PM each night and open at 8 AM. Be sure to place all personal belongings in a secure area.

Safety/Aisles: All products and display materials (such as tables, plants, chairs, signs, etc.) must be confined to the actual limits of your assigned area. No units or any part of unit (steps, slide-outs mirrors and tail pipes) may extend into the main aisles or other exhibitor's display. Avoid having unit entries on the main aisles.

Sound/Music: As per BMI and ASCAP regulations, the use of copyrighted music is prohibited. The use of microphones and/or speakers must be kept at acceptable levels so as not to disturb other exhibitors.

Generators: On board generators are **not** permitted to be running on any unit during show hours. Office trailers on the outer perimeter are allowed to use a generator with a Genturi, and or the Whisper Quiet generator will be the only generators allowed, provided that they do not exhaust into another exhibitor's display/booth.

1st Offense: Warning by Show Management

2nd Offense: \$1,000.00 fine imposed

3rd Offense: Closure of Display. Removal of units will be prohibited until move out.

ATVs/Golf Carts: May be shown for display purposes **ONLY**. No For Sale signs are permitted. Cart usage within show gates permitted before /after show hours.

Animals: Wild or exotic animals are not allowed in the display space/booth.

Food/Concessions: Food will be available for purchase through the Osceola Heritage Park and has no affiliation with FRVTA. Open during show hours only.

Lost & Found: All items should be turned into Show Management at the DJ tent.



Visit us @ FRVTA.ORG & Go RVing @ gorving.com

DEALERS

IMPORTANT SAFETY NOTICE:

All exhibitors need to make arrangements to lessen incidents within your displays. Such arrangements should include but are not limited to:

- All exhibit space (inside or outside) must maintain a 6-foot unobstructed aisle between units, to include but not limited to steps, slide-outs, signage, etc.
- Anti-slip strips or coverings on the entrance/exit and interior steps
- Ensure all steps are dry
- Slide-outs and 5th wheel hitches covered to help prevent head injuries i.e., fun noodle, pipe insulation, plants, signage
- All space between units not considered an aisleway be secured i.e., plants, signage/roped off
- All carpeting or floor coverings secured i.e., tape, nails, vehicle tires, signage
- Any wiring of any type covered or secured. Wiring under carpet/floor coverings clearly marked i.e., caution tape or safety cones
- "Watch Your Step"/HOLD HANDRAIL (if applicable) signage.

Staging: Starting Monday, March 10th you may begin to drop off units. The staging lot is the field east of the show area past the electrical boxes.

*The appropriate RVIA seal must be carried on all show units, prior to being moved into show display.

Move-In: Please refer to your company's scheduled time below.

<u>Tuesday, March 11th</u>	<u>8:00 AM</u>	<u>Wednesday, March 12th</u>	<u>8:00 AM</u>
<i>Space # 130</i>	General RV Center	<i>Space # 100</i>	A to Z RV Supercenter
<i>Space # 140</i>	Giant Recreation World	<i>Space # 110</i>	North Trail RV
<i>Space # 200</i>	General RV Center	<i>Space # 120</i>	La Mesa RV Center

Show Units: This is a new RV product show. Only model year (2024) or newer will be permitted for display.

* A copy of the MSO must be on hand for possible on-site DMV inspections.

* A sign with the dealership's name must be posted in display.

Demo Units: **NO** demo units allowed.

Off-Premises Permit: Dealer must provide a copy to State Office prior to show opening. A completed form must be available on-site.

Department of Motor Vehicles (DMV)

Regional Administrator: Vidi Mojica
4101 Clarcona-Ocoee Rd, Ste 160
Orlando, FL 32810

Phone: (407) 445-7400

Fax: (407) 445-7411

E-mail: DmvRegion5@flhsmv.gov

Bee Back Passes: Upon move-in or first day of show, each Dealer, (authorized rep from company), will receive 25 "Bee Back" passes. These passes are to be used for customers interested in returning to the show on another day to discuss a sale/purchase. Please provide your company name on the "Bee Back" as the customer will need to present the pass at ticket gate for entrance. If you require additional passes, please see Show Manager.

Move-Out: Any movement prior to the show ending at 4:00 PM on Sunday, March 16th will result in a \$500.00 fine per unit. Exhibitors may begin to move-out once Show Management has given the all clear. All units must be completely off the facility grounds by 7:00 PM on Monday, March 17th. Any units remaining after that time may be subject to a fine or towed by the facility at owner's expense.

SUPPLIERS

Booth Specifications: Booths are located in a large tent on grass.

Each booth is a standard 10' x 10' with 8' high draped back wall and 3' high draped side rails to separate your space from adjoining booths. **Note:** If you have 2 or more booths, side rails are not used in between spaces.

Each booth is furnished with one 6' skirted table and 2 chairs, and one identification sign 7" x 44" with the contracted company name. No exhibit shall exceed 3' in height for the first 7' and no signs, flags or banners shall be taller than a total of 20'.

Solicitation: No distribution of any literature, giveaways, or presentations outside of your assigned booth area. Do not venture into aisle to reach a customer.

Sales Tax License: Each exhibitor is required to collect sales tax at a rate of 7.5%. Exhibitors must have Florida DOR Tax License on-site during the show.

Contact (800) 352-3671 or visit www.myflorida.com/dor/taxes/annual_resale_certificate_sut.html

Move-In: Exhibitors may start moving in on Wednesday, March 12th from Noon - 6:00 PM. If your company is unable to move-in by 6:00 PM, you will need to contact Ana. Exhibitors **MUST** be fully set-up by Thursday prior to show opening at 9:00 AM. Exhibitors may enter show by 8:00 AM each day to prep/set-up booth.

Move-Out: Exhibitors may begin to break-down their booths once the show ends. Any movement prior to the show ending at 4:00 PM on Sunday, March 16th may result in a \$500.00 fine. All materials must be cleared out that night by 7:00 pm.

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| 1. Vacation Village | 11. Elite RV |
| 2. Vacation Village | 12. Euroshine USA |
| 3. RV Roofing Solutions | 13. Euroshine USA |
| 4. RV Home Inspection & Repair | 14. Euroshine USA |
| 5. Darren Thomas Glass | 15. Florida Sunpass |
| 6. Keystone Heights RV Resort | 16. South East RV Solutions |
| 7. Keystone Heights RV Resort | 17. BT Wholesale |
| 8. Cutco | 18. Daiwa by US Jclean |
| 9. Renewal by Andersen | 19. Cricket Mini Golf Carts |
| 10. Deep Sleep Solutions | 20. Cricket Mini Golf Carts |

Note: Booth assignments are subject to change on-site by Show Management.