

Booth Vendor/Supplier Exhibit Information

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1. BOOTH DIMENSIONS

The contracted exhibit space is for **FLOOR RENTAL ONLY**. All booths receive side rails and backdrop, no other furnishings or carpet is supplied. A standard ten (10) feet by ten (10) feet or ten (10) feet by eight (8) feet draped booth consists of an eight (8) foot back drop and two (2) thirty-six (36) inch high side rails.

Note: Booths in the B100/B600 series aisles are ten (10) feet in width and eight (8) feet in depth.

2. BOOTH SIGNAGE FROM SHOW MANAGEMENT

For all Booth Vendors/Suppliers exhibit contracts received by December 28, 2018, one (1) standard booth identification sign seven (7) inches by forty-four (44) inches with firm name will be placed in booth area. This identification sign will be free of charge and will only carry the name of the contracted exhibitor.

3. CREDENTIALS/NAME BADGES

There will be up to ten (10) badges for the first booth purchased and five (5) more allowed per each additional booth. Additional badges will cost \$5.00 per badge. All badges and parking permits must be received from the Registration Office located at the Orient Road entrance. All badges will be printed with the contracted company name only. **There will be a maximum of four (4) badges printed and four (4) parking permits issued for Greeters, Rally Club members or volunteers.**

4. SHIPPING AND RECEIVING

Exposition, Etc. is the Official Decorator and Drayage/Freight Company for the Florida RV SuperShow. For a listing of all show services see FURNISHINGS/CARPET, LABOR/MISC. section.

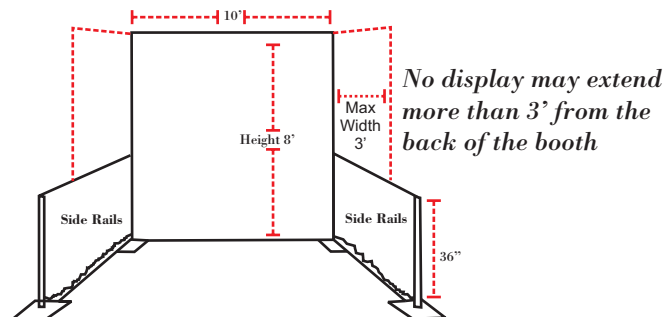
All supplier booth materials should be shipped to arrive at the Decorator no later than Thursday, January 3, 2019, so PLEASE PLAN YOUR SHIPMENT ACCORDINGLY. All shipments must be coordinated with Expositions, Etc., (727) 577-1168. The Florida State Fairgrounds will not accept shipments prior to January 3, 2019, and all shipments received will be delivered to Expositions, Etc., at the show site.

The Florida RV Trade Association and the Florida RV SuperShow (Show Management) WILL NOT accept any shipments regardless of size or amount nor will the FRVTA or Show Management accept any responsibility for lost or stolen shipments/freight. Expositions, Etc., will inform you when your shipment arrives. **There will be a charge for this service.**

5. HEIGHT LIMITS AND RESTRICTIONS

The maximum height of any booth back-wall in the supplier area (except the exceptional use area) is eight (8) feet, including the sign and may not extend more than three (3) feet from the back of the booth. Side rail dividers may not exceed a height of three (3) feet.

Unfinished or unsightly portions of a booth exposed to an aisle or another exhibitor's display area must be appropriately draped or otherwise finished. Should an exhibitor fail to drape or finish the booth area described, Show Management will authorize the Show Decorator to do so at the exhibitor's expense. All booths must face a numbered aisle. All booths must maintain their original shape with no alterations or removal of side rails with the exception of bulk display booths. Any changes to booths must be approved by Show Management. These purposed changes must be submitted in writing.



6. BOOTH FURNISHINGS

Services and/or supplies provided by contractors are at the sole expense of the exhibitor. Show Management reserves the right to restrict the use of displays or display materials which in Show Management's judgment are controversial or do not conform to the Show Rules & Regulations. For the comfort of representatives, Show Management strongly suggests that all Supplier Booths or displays be carpeted. An Exhibitor may choose to supply their own booth furnishings or order supplies from Expositions, Etc., (See FURNISHINGS/CARPET, LABOR/MISC).

7. COOKWARE EXHIBITORS

Any and all exhibits that utilize food or food products during demonstrations **MUST** remove said food or food products each night from Exhibit Halls. All areas will be cleaned and sanitized daily with all by-products disposed of properly. Any exhibit which does not maintain a clean and sanitary exhibit area will be removed from the Florida RV SuperShow and will forfeit its right to exhibit in future shows. The use of chemical insecticides is strictly prohibited.

8. INSURANCE

Each Exhibitor MUST provide Show Management with a Certificate of Liability Insurance covering their participation in the Florida RV SuperShow and naming the Florida RV Trade Association as Additional Insured. Each Exhibitor MUST carry their own all risk insurance on their property and must be covered by extended public liability insurance.

Neither the exhibit facility nor FRVTA or any of its service contractors will be responsible for loss or damage of any merchandise while in transit to or from the building or while in the building. Exhibitors must carry their own insurance through their own sources and at their own expense. Please contact the State Office at (800) 330-7882 for insurance requirements.

Show Management **REQUIRES** that a copy of exhibitor's insurance be received at the FRVTA State Office no less than 10 days prior to opening day of the show.

NO EXHIBIT WILL BE ALLOWED TO SET WITHOUT PROOF OF INSURANCE.

Sample Insurance Certificate can be found under *Rules & Regulations*

9. LIMITATIONS AND LIABILITY

Exhibitor covenants and agrees to protect, indemnify and hold harmless the FRVTA, its service contractors and the Florida State Fairgrounds Management from any and all liability, damage or expense arising out, or connected with any injury to any person while in the Exhibitor's display area, or loss, theft, damage or injury to property resulting directly or indirectly, from any act of omission of exhibitor or failure of exhibitor to comply with any of the terms and conditions of this manual, or of the FRVTA Show Rules & Regulations.

10. MOVE-IN

Installation of supplier booth exhibits will begin on Saturday, January 12, 2019 and will continue through Monday, January 14, 2019. The hours of move-in will be 8:00 AM until 6:00 PM.

Supplier Exhibitors must be in the process of setting their exhibits **NO LATER THAN 3:00 PM, Monday, January 14, 2019**. Any supplier exhibitor's booth not set or in the process of being set by 3:00 PM will forfeit said booth(s) and Show Management shall have the right to resell on a first come, first service basis. **All requests for late move-in must be in writing and approved by Show Management at least two (2) weeks prior to move-in.**

11. MOVE-OUT

Supplier exhibits may be dismantled beginning at 5:00 PM on Sunday, January 20, 2019.

Exhibitors who begin breaking down prior to 5:00 PM Sunday, January 20, 2019, closing will be imposed a fine of not less than \$500.00 and possible forfeiture of future exhibit rights. Payment of the fine does not entitle the exhibitor to dismantle the display prior to the final show closing. **ALL SUPPLIER EXHIBITS MUST BE REMOVED FROM ALL BUILDINGS NO LATER THAN 12:00 MIDNIGHT, SUNDAY, JANUARY 20, 2019.**

DRIVING INSTRUCTIONS

2019 FLORIDA RV SUPERSHOW

January 15 - 20, 2019

Florida State Fairgrounds Service Entrance

5025 Orient Road, Tampa, Florida 33610

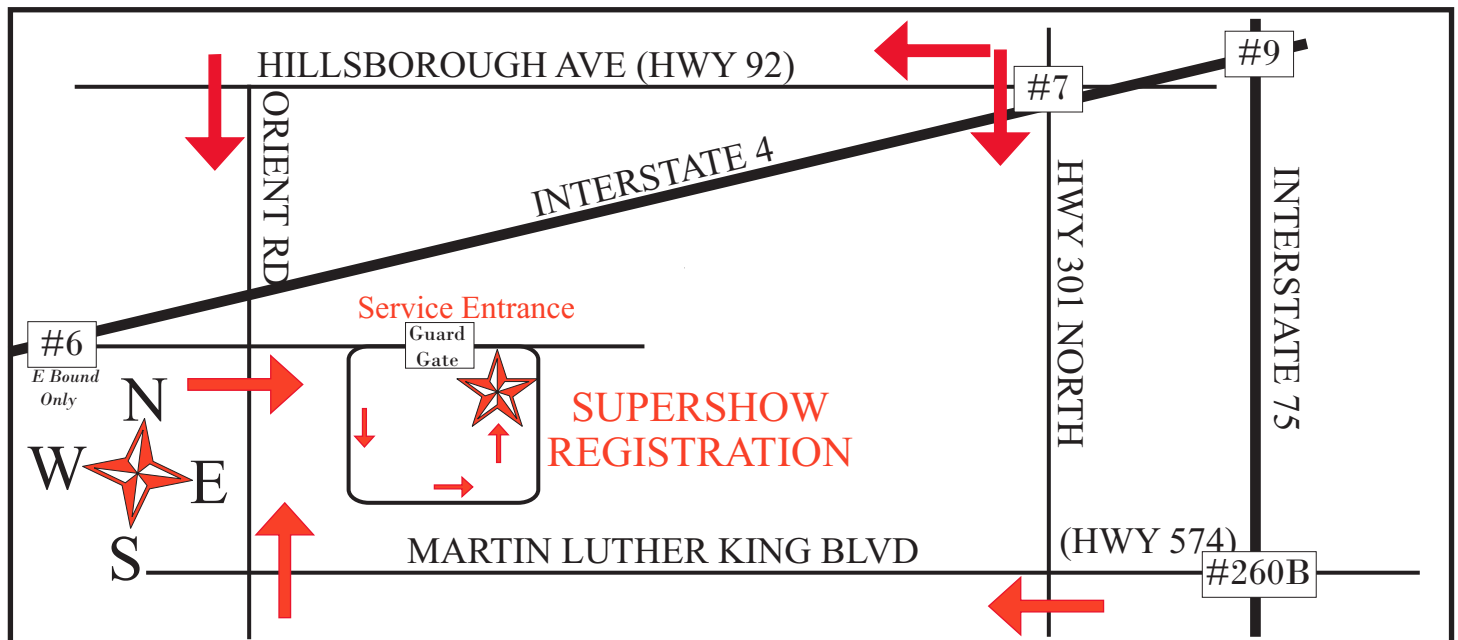
Registration Office Hours:

December 31, 2018 - January 20, 2019

8:00 AM - 5:00 PM

(Closed New Year's Day, January 1, 2019)

Credentials may be obtained beginning on Saturday, January 12



**The Florida State Fairgrounds is located on the SW corner of
Interstate 4 & Highway 301**

All Exhibitors must enter through Orient Road entrance ONLY

**Please DO NOT to take Interstate 275,
stay on Interstate 75.**

**Exhibitors: Must be in set-up process by 3:00 PM,
Monday, January 15th to maintain your booth.**

Call FRVTA (800) 330-7882 with any questions.