

COME JOIN OUR CELEBRATION

2023 Exhibitor
Information



Celebrating Boating in the Carolina's for 50 Years

FEBRUARY 9 - 12, 2023

**Charlotte Convention Center
Charlotte, NC**

NCBOATSHOWS.COM

Southeast Productions, Inc.
P.O. Box 7282 - Greensboro, NC 27417 - Office 336-855-0208 - info@ncboatshows.com

**Largest Indoor Boat Show in North Carolina,
South Carolina & Virginia at 250,000 sq. ft**



4 DAY EVENT



**FEBRUARY
9 - 12, 2023**

**Charlotte Convention Center
Charlotte, NC**

- 50th Annual Event
- Only Boat Show held annually in Charlotte - North Carolina's largest populated market
- Largest marine product sales event in North & South Carolina - 250,000 sq. ft
- Extensive All Media Advertising Budget including Billboard, Magazine & Social
- Over 18,000 attendees each year
- 6 show floor vehicle doors for easy exhibitor move-in / out process
- Non-union facility - Install and dismantle your display at your leisure. 2 full days move-in
- All Main Aisles carpeted
- On site stock trailer parking *
- Fork Lift's available for limited exhibitor use - no fee
- Discounted exhibitor parking pass available
- Discount coupons available for pre-show promotions
- Wi-Fi throughout facility #
- Convenient Host Hotels



Exhibit Rates

Booths

Indicated by numbers on layout

10 X 10	\$ 700.00
10 X 15	\$ 1050.00
10 X 20	\$ 1350.00
Each Additional 10 x 10	\$650.00

No Additional Charge For Corner Booths

Move-In Schedule

Monday	9 - 8	Marine Dealers only
Tuesday	9 - 8	
Wednesday	9 - 9	

Marine Dealers

Indicated by letters on layout

Bulk Floor Space	
\$ 3.00 per square foot	
1,500 sq. ft minimum	
Under 1500 sq. ft. \$ 3.75	

Show Hours

Thursday	12 - 9
Friday	12 - 9
Saturday	10 - 9
Sunday	11 - 5

Other Associated Costs

Electricity	- Current Facility Rate
Exhibitor Parking Pass	- \$60.00 4 day pass
Wireless Internet	- Current Facility Rate
Tables, Chairs, etc...	- Available from Hollins Expo at current rates.
Phone	- Various options available from Facility

For More Information

Southeast Productions, Inc

P.O.Box 7282 - Greensboro, NC - 27417

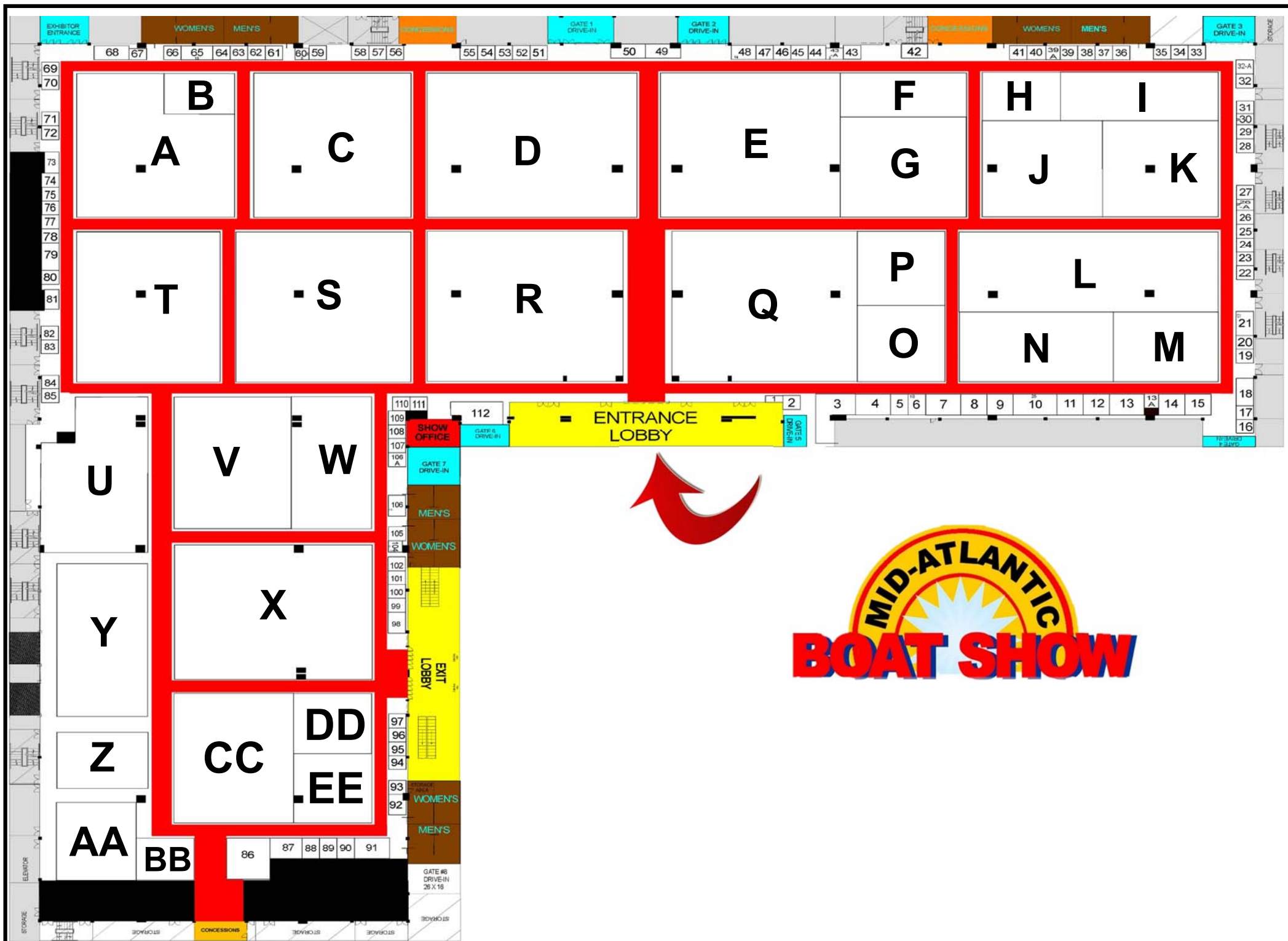
Office - 336-855-0208 Fax - 336-855-0249

info@ncboatshows.com - www.ncboatshows.com

* No Charge but limited to first come first serve

Per day fee based





MID-ATLANTIC BOAT SHOW

February 9 - 12, 2023 CHARLOTTE CONVENTION CTR

Move-In - Feb 7, 8 Move-Out Feb 12 & 13



Application for Exhibit Space

PLEASE PRINT CLEARLY - If any preprinted information is incorrect please strike through and correct

****4 DAY EVENT****

COMPANY _____

ADDRESS _____

CITY, STATE _____
ZIP _____

PHONE _____

CELL _____

EMAIL _____

EXHIBITOR # _____

PLEASE LIST PRODUCTS / SERVICES TO BE DISPLAYED _____

THINGS TO KNOW

- All exhibiting companies are required to have and maintain general liability insurance coverage during the event listing Southeast Productions, Inc and its agents as additional insured. A Certificate of Insurance (COI) is required before first move-in day. Please contact show management if you have any questions concerning this requirement. Please have your agent email COI to info@ncboatshows.com
- Booth is to be used for applying company only. Subletting or sharing of display is not allow unless prior approval from show management.
- Displays are expected to be occupied all hours of the show beginning opening hour on opening day unless approved by show management. If booth has not be installed by opening day show management reserves the right to exclude exhibitor and reassign booth

READ ADDITIONAL "RULES OF EXHIBITING" ON REVERSE OF APPLICATION

Booth Size Requested

(If you are a new exhibitor and are requesting larger than a 10 x 30 booth please call to confirm availability)

Space Size Requested

X

X

☐

10 x 10 (100 sq. ft.) - 700.00

☐

10 x 15 (150 sq. ft.) - 1050.00

☐

10 x 20 (200 sq. ft.) - 1350.00

☐

15 x 15 (225 sq. ft.) - 1512.50 (Limited # available)

☐

10 x 30 (300 sq. ft.) - 2000.00

☐

10 x 40 (400 sq. ft.) - 2650.00

A 50% deposit is required with returned application. Applications received without deposit will not be accepted. Exhibitor information packets will be mailed approximately 45 days before show and will include invoice for final payment.

Booth Cost

Adj if applicable

Total Cost

Deposit Required

Balance Due

Comments or Special Requests

(50% minimum with returned application)

Payment Options

Checks -

Make checks payable to :

S E P
P O Box 7282
Greensboro, N C 27417

Credit Card

Visa - M / C - Amex - Discover

\$

Deposit Amount
to Process

EXPIRES

CARD CODE

NAME ON CARD

BILLING ZIP CODE

Initial I authorize Southeast Productions to process the above credit card for the amount indicated based on the terms of this exhibit application.

Initial I authorize Southeast Productions to process the above credit card for the Balance Due on Nov 15, 2022 based on the terms of this exhibit application.

Office Use Only : Processed Date _____ Chg Amount _____ Confirmation # _____

IMPORTANT NOTICE - ALL ACCOUNTS MUST BE PAID IN FULL 10 DAYS PRIOR TO EVENT. ACCOUNT BALANCES PAID AT THE EVENT WILL RESULT IN A 5% SERVICE FEE (\$20 MIN) AND MUST BE PAID BY CREDIT CARD, CERTIFIED CHECK OR CASH. UNLESS PRIOR ARRANGEMENTS HAVE BEEN MADE.... PERSONAL OR BUSINESS CHECKS WILL NOT BE ACCEPTED AT THE SHOW FOR PAYMENT.

It is mutually agreed that there is no other conditions of this agreement other than those printed on the front and reverse side of this application. As an acting authorized agent of the applying company I confirm that I have read all of the "Rules of Exhibiting" and agree to abide by said rules. I acknowledge that any violation of "Rules of Exhibiting" can cause closure of display without recourse or refund.

Signature _____ Date _____

RETURN WHITE COPY WITH PAYMENT - KEEP YELLOW COPY FOR RECORDS

TERMS & RULES OF EXHIBITING

In our effort to make this event successful for all parties, we present these Terms & Rules to each participating Exhibitor as our uniform policy and guidelines. Although, we recognize that all exhibitors are unique in their needs - we feel that these guidelines set a good frame work for the success of the exhibitor and show. It is Southeast Productions desire to assure every exhibitor large or small that they are the most important element to a successful event.

- Submission of **Application for Exhibit Space** does not guarantee acceptance into event. Show management reserves the right to deny application based on relevance of product to show and/or current inventory of booths. Show management also reserves the right to limit or exclude categories at it's discretion.
- **All exhibiting companies are required to have and maintain general liability insurance coverage during the event...NO EXCEPTIONS. A Certificate of Insurance (COI) must be provided listing Southeast Productions, Inc. as additional insured before company's display can be set. Liability Coverage is available for the event as a very discounted rate. Please contact us at 336-855-0208 for information or any questions concerning this requirement.**
- Person signing this "**Application for Exhibit Space**" (**Agreement**) acknowledges he/she is an authorized agent of applying **Company (Exhibitor)** and is entering into a binding financial agreement with Southeast Productions, Inc. (**Show Management**). Terms of this agreement requires **Exhibitor** to pay a deposit to **Show Management** with submitted application to reserve exhibit space and becomes nonrefundable after **Nov 15th of the event year. (All cancellation requests must be made in writing and postmarked prior to Nov 15th.)** Unless canceled, agreement also requires and binds **Exhibitor** to submit **Payment In Full** of account balance to **Show Management** by indicated deadline. **Exhibitor** acknowledges if Payment in Full has not been satisfied prior to deadline Show Management reserves the right to access a late fee of 2% of remaining balance (\$50.00 minimum) or cancel Exhibit Space reservation and reissue booth without recourse or refund of deposit unless prior arrangements have been made with Show Management, **if, due to state and/or local mandates . the event should have to be rescheduled or cancelled. All exhibitors in good standing with their accounts will be given the option of either carrying the monies over to the rescheduled date or having a full refund issued**
- Once accepted, exhibit space is to be used for applying company only. If applying company is Parent Company to another business entity please indicate D/B/A on application . Subletting , sharing or re-assigning of exhibit space is not allowed unless prior approval from show management.
- State and local taxes are the responsibility of each exhibitor. State tax licenses are required.
- Exhibits must be maintained within the dimensions of the contracted space size and Booth Exhibits should not extend higher than 8 feet. Exhibits cannot be secured, hung or supported by facility walls, columns or rafters. Exhibits cannot extend or "Hang out" over the aisle or neighboring displays. If by the nature of your product your booth display structure extends higher than 8 feet or needs the support of a solid wall..... please notify Show Management prior to move in for approval.
- Tables & Chairs are not supplied with display. All decoration materials (Curtains, carpet, tables, chairs, etc.) are owned , maintained and rented by the contracted Show Decorator - Not Show Management. Damage or removal of any of these materials can and will result in the Exhibitor being charged for replacement either directly from the show decorator or through show management. **Nothing can be attached directly to the display curtains...ie pins, staples, fabric hooks.** Please notify Show Management or Show Decorator staff if you have any questions about securing display material to Pipe & Drape.
- All business must be conducted within the dimensions of your display. Distributing brochures and/or pamphlets while standing outside your display, walking up and down aisles or placing in common areas of the show floor is prohibited. Disturbing noises or forms of attracting attention to your display which are objectionable to Show Management will not be allowed. Distributing helium balloons or adhesive backed promotional items are prohibited by Building Management.
- After hours security will be provided beginning on first move-in day. It is the responsibility of each exhibitor to secure items in their booth to deter theft. Covering tables at closing and lockable display cases (if possible) are recommended. This Event, its Sponsors, Show Management and Building Management shall not in any way be held liable for damage or loss to property or person of the Exhibitors. Unless staff is still working with a customer or prior arrangement are made, all exhibitors are required to exit the facility within 30 minutes of closing.
- Displays are to be installed and removed at the expense of the Exhibitor and shall remain in place until closing on the last day of event. Exhibitors leaving prior to closing without approval of show management will automatically lose renewal option for the next years event. Exhibits left beyond the official move-out dates will be removed by show management. Exhibitor will be billed for any labor and/or costs associated with the display removal.
- Show Management will make every effort to operate on scheduled hours in the event of inclement weather but cannot be held responsible for adjustments in show hours or days. Refunds and/or credits can not be offered to exhibitors unable to attend because of weather.

Again, we recognize that each exhibitor is unique in needs and nature, so if you should have a concern or conflict with any of these Exhibitor Rules please contact us and we'll assist in anyway possible.

Southeast Productions, Inc.
PO Box 7282
Greensboro, NC 27417
Office - 336-855-0208 Fax - 336-855-0249
www.ncboatshows.com info@ncboatshows.com

Signature Required _____

By indication of signature I have read and agree to rules set forth by show management for this event.



February 9 - 12, 2023

WORKER BADGES ORDER FORM

COMPANY NAME AND ADDRESS FILLED OUT HERE

**(PLEASE TAKE 5 MINUTES TO FILL-OUT
& RETURN WITH SPACE BALANCE)**

EXHIBITOR BADGES : ***IMPORTANT PLEASE READ***

EXHIBITOR BADGES WILL BE PRE-PRINTED AND **HELD FOR PICK-UP AT SHOW DURING MOVE IN**. PLEASE FILL OUT AND RETURN WITH THIS ORDER FORM AND SPACE BALANCE. YOUR EMPLOYEE MUST PRESENT AN EXHIBITOR BADGE TO ENTER SHOW BEGINNING ON THURSDAY AFTERNOON. EMPLOYEES WISHING TO ENTER SHOW WITHOUT HIS OR HER ISSUED BADGE WILL BE REQUIRED TO PURCHASE AN ADMISSION TICKET OR HAVE A REPLACEMENT BADGE ISSUED AT THE SHOW OFFICE FOR A \$10.00 PROCESSING FEE.

PLEASE LIST NAMES BELOW FOR BADGES

PRINT OR TYPE FIRST AND LAST NAMES

_____	_____
_____	_____
_____	_____

****PLEASE NOTE EXHIBITOR BADGES ARE FOR EXHIBITOR EMPLOYEES ONLY AND ARE NON-TRANSFERABLE****

ADVANCE TICKETS:

ADVANCE TICKETS ARE AVAILABE FOR CUSTOMERS, FAMILY AND FRIENDS AT A REDUCED RATE OF \$8.00 THIS IS A \$2.00 SAVINGS FROM BOX OFFICE. **NONE CAN BE PURCHASED AFTER 12 NOON ON OPENING DAY**

PLEASE SEND ME _____ ADVANCE TICKETS @ \$8.00 EACH TOTAL

CARPET TAPE:

CONVENTION CENTER APPROVED TAPE MAY BE PURCHASED IN ADVANCE
(RATE IS \$10.00 PER 75 FOOT ROLL)

I WILL NEED A TOTAL OF _____ ROLLS @ \$10.00 EACH TOTAL

PARKING PASSES:

4 DAY PARKING PASSES MAY BE PURCHASED FOR THE NASCAR HALL OF FAME PARKING DECK LOCATED ACROSS FROM THE CONVENTION CENTER. THESE PASSES ARE GOOD FOR IN AND OUT PARKING FOR \$60.00 FOR THE 4 DAYS OF THE SHOW (\$15.00 PER DAY) REGULAR RATE IS \$20.00 PER DAY.

PASSES MUST BE PURCHASED BEFORE SHOW OPENS ON THURSDAY.

I WILL NEED A TOTAL OF _____ PARKING PASSES @ \$60.00 EACH TOTAL

TABLES, CHAIRS, CARPET, CURTAINS, ECT.:

THESE ITEMS MAY BE ORDERED FROM HOLLINS EXPOSITION SERVICES ON ENCLOSED ORDER FORM. PLEASE MAIL OR FAX HOLLINS ORDER FORM DIRECTLY TO ADDRESS ON FORM. PLEASE NOTE EXHIBITORS ARE NOT ALLOWED TO ATTACH ANYTHING TO BOOTH DRAPERY. DAMAGE TO DECORATORS EQUIPMENT BECAUSE OF MISUSE CAN AND WILL BE BILLED BACK TO EXHIBITOR.

**SPACE
BALANCE**

**ORDER FORM
TOTAL**



SHOW INFO
BOOTH EXHIBITORS
PLEASE READ CAREFULLY

- Show Dates:** February 9 - 12, 2023 Thursday - Sunday
- Show Hours:**
- | | | |
|---------------------|------------|--------------|
| Thursday And Friday | 12:00 Noon | Till 9:00 Pm |
| Saturday | 10:00 Am | Till 9:00 Pm |
| Sunday | 11:00 Am | Till 5:00 Pm |
- Move In Schedule:**
- | | | |
|-------------------|---------|--------------|
| Tuesday Feb 7th | 9:00 Am | Till 8:00 Pm |
| Wednesday Feb 8th | 9:00 Am | Till 8:00 Pm |
- (Vehicle Doors Will Not Be Opened After Wednesday Night)
- Move Out Hours:**
- | | | |
|------------------|--------|--------------|
| Sunday, Feb 12th | 5:00pm | Till 11:00pm |
| Monday, Feb 13th | 9:00am | Till 3:00pm |
- Show Office Phone:** Show Office Number Will Be (704) 339-6202. Messages Will Be Taken And Delivered
- Electrical:** Convention Center Electrical Form Is Attached Please Fill Out And Submit To Convention Center Address.
- Wireless Internet:** Wireless Internet Service Available During Show At Current Convention Center Rate.
- Tables & Chairs:** Hollins Exposition Services Is The Official Show Decorator. Order Form Will Be Sent At A Later Date For Any Additional Show Needs. Return To Address On Order Form.
- Badges For Workers** Exhibitor Badges Will Be Issued For Show Workers Only. Order On Take 5 Order Form Enclosed.
- Advance Tickets:** Advance Show Tickets Are Available For A Reduced Rate Of \$8.00. (A \$2.00 Box Office Savings) None Can Be Sold After 12:00 Noon On Thursday.
- Parking Information** Parking Available At Various Lots Around Convention Center. Please See Enclosed Map Showing Public Parking Lots & Decks
- Carpet Tape:** If You Install Your Own Carpet Only Convention Center Approved Tape Can Be Used On The Floor. Order Tape On Enclosed Take 5 Order Form For \$15.00 Per 75 Foot Roll. You Will Be Responsible For Removal Of Tape After Show.
- Customer Return Passes:** Courtesy Passes Will Be Available For Show Visitors Who Wish To Return To Show At No Charge. These Will Be Available At Show Exits
- Host Hotel:** The Host Hotel For This Year Event Will Be The Westin Charlotte. This Property Is Located Directly Across The Street From The Convention Center And Offer Off The Street Access Via Skybridge. For Reservations Please Contact Them Directly At 704-375-2600. (See Enclosed Pamphlet For Additional Information)

Any Additional Questions Regarding This Show
Call (336) 855-0208

Across the Street

THE WESTIN

CHARLOTTE

**601 S College St,
Charlotte, NC 28202
(704) 375-2600**

The Westin Charlotte welcomes the 2023 Mid-Atlantic Boat Show and invites exhibitors and factory representatives to enjoy ***“Walk Across The Street”*** access to the Charlotte Convention Center. Complimentary Wi-Fi is also offered to Marriott Bonvoy members. Please call before **January 16th** to reserve your room and identify yourself as a Mid-Atlantic Boat Show attendee.

**\$179.00
Sgl / DbI**



**Reservations
704-375-2600**



Liability Insurance Requirements

Due to changes in event liability insurance requirements, **ALL** participating exhibitors are required to have business liability insurance coverage for the dates of the event including all move-in days. If you currently have business liability insurance, you will just need to request a Certificate of Insurance (COI) from your agent or agency to be emailed or mailed to us before the first move-in day of the event. **COI's must list Southeast Production, Inc and its agents as additional insured.**

If interested Temporary Exhibitor Event Liability Insurance will be available for a reduced premium of \$65. This is great value and will cover you and your business for the entire time while at the event. If you choose this coverage, you would not need to do anything beyond a simple sign-up online. Your COI will automatically be sent to us indicating required coverage. We will a link to the sign up portal as we get closer to the event. If you have any questions about this policy please let us know.

If providing a COI from your current liability policy, please include the following additional insured information on the COI

Southeast Productions, Inc, its management, and agents.

3534 McCuiston Rd

Greensboro, NC, 27407

Email required COI to info@ncboatshows.com,

Fax to **336-55-0249**

or mail to

SEP

P.O. Box 7282

Greensboro, NC 27417



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

01/24/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION** IS **WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER ABC Insurance Company, Inc Lic# 1234567 Address City, St Zip		CONTACT INFORMATION NAME: PHONE: FAX (A/C, No): MAIL ADDRESS: INSURER(S) AFFORDING COVERAGE NAIC #	
INSURED Your Business Name Address City, St Zip		INSURER A: INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES

CERTIFICATE NUMBER:GA08052021-097555

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X		Active Policy #	Coverage Date		EACH OCCURRENCE
	DAMAGE TO RENTED PREMISES (Ea occurrence)						
	MED EXP (Any one person)						
	PERSONAL & ADV INJURY						
							GENERAL AGGREGATE
							PRODUCTS - COMP/OP AGG
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident)
							BODILY INJURY (Per person)
							BODILY INJURY (Per accident)
							PROPERTY DAMAGE (Per accident)
	UMBRELLA LIAB EXCESS LIAB DED RETENTION \$						EACH OCCURRENCE
							AGGREGATE
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N					PER STATUTE
							OTH-ER
							E.L. EACH ACCIDENT
							E.L. DISEASE - EA EMPLOYEE
							E.L. DISEASE - POLICY LIMIT

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The certificate holder, Southeast Productions, its officers, employees, agents & assigns are included as additional insured as event management. This coverage is with respect to the **NAME OF EVENT** being held on **DATE OF EVENT**, including setup & breakdown.

CERTIFICATE HOLDER**CANCELLATION**

Southeast Productions
3534 McCuiston Rd.
Greensboro, NC 27407

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

OFFICIAL SERVICE CONTRACTOR

Information and Order Forms



121 North Chimney Rock Road
Greensboro, NC 27409

Phone: (336) 315-5225

Fax: (336) 315-5220

tpugh@hollins-expo.com

Mid Atlantic Boat Show

February 9-12, 2023

Charlotte Convention Center

Charlotte, NC

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Hollins Exposition Services is pleased to have been selected as the Official Service Contractor for the Mid Atlantic Boat Show. We recognize that your participation in this event is a vital part of your firm's marketing program. Be assured we will do everything possible to ensure a profitable and rewarding experience.

SERVICE FORMS: We are enclosing our service order forms for your information, completion and response. Your immediate attention to and return of the appropriate forms, to the address shown on each, will insure the best service and lowest cost to you. Orders placed at the show will be honored on a limited basis and contingent upon the availability of specific furnishings and equipment.

TAX: Tax (7.25%) will be added to all rentals and materials. If you are a non-profit organization, federal tax exempt organization or tax exempt in the state of North Carolina, a copy of your exemption certificate must accompany your order; otherwise, we must add tax.

DISCOUNT RATES: To qualify for Discount Rates, we must receive your order with full payment by January 25, 2023, unless otherwise indicated. Orders received after January 25, 2023, orders without payment and orders placed at the show will be processed at Standard Rates.

PAYMENT POLICY: All orders placed with Hollins Exposition Services are subject to the terms and conditions as set forth on the enclosed "Payment Policy and Credit Card Charge Authorization Form". Completed and signed Authorization Form must accompany your order. Please Note: You may choose to pay by check drawn on a U. S. Funds Account, MasterCard, VISA, or American Express; however, we require your credit card authorization to be on file with Hollins Exposition Services. PURCHASE ORDERS ARE NOT CONSIDERED PAYMENT.

QUESTIONS AND ADJUSTMENTS: Concerns about a possible discrepancy in items ordered versus items received as well as complaints or questions about services must be reported to the Hollins Service Desk on the show floor. Every effort will be made to immediately resolve issues on site and make appropriate adjustments to your account. Credits and/or adjustments will NOT be made after the close of the show. Some items, services and labor are subject to cancellation fees. Refer to each order form for details.

ASSISTANCE IN PLANNING: Analyze your exhibit needs as they relate to furnishings and services offered in this service planner. If you require assistance in planning your exhibit, please call our office for suggestions on how to make your booth space more functional and attractive.

PLEASE NOTE: No signs, merchandise or any other items are to be pinned, stapled or otherwise attached to any material or equipment provided by Hollins Exposition Services. Exhibitors shall be responsible for any damage or loss of any rented materials from the time they are placed on the show floor until they are returned to Hollins Exposition Services.

We sincerely look forward to being of service to you and your firm. If you have any questions regarding the enclosed information, please feel free to contact our Exhibitor Services Department at (voice) 336-315-5225 or (fax) 336-315-5220. tpugh@hollins-expo.com
All orders may be faxed to 336-315-5220 or emailed to tpugh@hollins-expo.com

HOLLINS EXPOSITION SERVICES
Exhibitor Services



All orders can be faxed to
336-315-5220 or emailed to
tpugh@hollins-expo.com

IMPORTANT NOTICE

SIGNED AUTHORIZATION FORM
MUST ACCOMPANY YOUR ORDER.

PAYMENT POLICY AND CREDIT CARD CHARGE AUTHORIZATION FORM

PAYMENT POLICY We require your credit card authorization to be on file with Hollins Exposition Services.

Payment may be made by check drawn on a U.S. Funds Account, MasterCard, VISA or American Express; however, we require your credit card authorization to be on file with Hollins Exposition Services.

For your convenience, we will use this authorization to charge your credit card for any additional amounts incurred as a result of show site orders placed by your representative for this event.

ADVANCE ORDERS: For your order to be processed, and to receive Discount Rates, full payment must accompany your order.

SHOW SITE ORDERS: Show site orders will be subject to Standard Rates and processed only with full payment when placed.

SHIPPING FREIGHT AND/OR ORDERING RIGGING LABOR OR INSTALLATION/ DISMANTLE LABOR: Prior to the close of the show, an invoice will be prepared and delivered to your booth. Unless you have corrections that are brought to our attention at the Service Desk, or choose to pay your invoice by check, your order will be processed for payment on your credit card. NOTE: If rigging or dismantle labor is needed on move-out, these charges will be put on your credit card and your copy of the receipt and invoice will be mailed to you within (10) days of the close of the show.

CREDIT CARD AUTHORIZATION		(Information Must Be Provided)	EXPIRATION DATE	SECURITY CODE
<input type="checkbox"/> MasterCard	<input type="checkbox"/> VISA	<input type="checkbox"/> American Express		
Account Number				
<div></div>			<input type="checkbox"/> Corporate <input type="checkbox"/> Personal	
X				
PRINT CARDHOLDER NAME			SIGNATURE OF CARDHOLDER	

UNPAID BALANCES - Should there be any unpaid balance after the close of the show, terms will be net, due and payable upon receipt of invoice. Effective 30 days after invoice date, any unpaid balance will bear a FINANCE CHARGE at the lesser of the maximum rate allowed by applicable law, or 1.5% per month, which is an ANNUAL PERCENTAGE RATE of 18%. If any finance charge hereunder exceeds the maximum rate allowed by applicable law, the finance charge shall automatically be reduced to the maximum rate allowed, and any excess finance charge received by HOLLINS EXPOSITION SERVICES shall be either applied to reduce the principle unpaid balance or refunded to the exhibitor. This Payment Policy agreement shall be governed by and construed in accordance with the LAWS OF THE STATE OF VIRGINIA.

Calculation of Orders	PURCHASE ORDER IS NOT CONSIDERED PAYMENT.	TOTAL
Furnishings and Carpet		\$
Other Hollins Services (Specify)		\$
Other Hollins Services (Specify)		\$
Other Hollins Services (Specify)		\$
Other Hollins Services (Specify)		\$
Other Hollins Services (Specify)		\$

FULL PAYMENT in U.S. funds drawn on a U.S. Bank

To simplify payment, send one check
payable to Hollins Exposition Services for your entire
order or note the amount to be charged
to your credit card.

Charge my credit card in the amount of

Check No.

Date

In the amount of

ALL EXHIBITORS MUST FILL OUT COMPLETE INFORMATION BELOW:

PLEASE TYPE OR PRINT

NAME OF EVENT Mid Atlantic Boat Show

EXHIBITING FIRM _____ BOOTH NO. _____

ADDRESS _____

CITY AND STATE _____ ZIP CODE _____

AUTHORIZED BY _____ X _____
(Please Type or Print) (Signature)

TELEPHONE NO. _____ DATE _____



All orders can be faxed to
336-315-5220 or emailed to
tpugh@hollins-expo.com

ORDER FORM FOR FURNISHINGS AND CARPET

Deadline Date For Discount Rate
January 25, 2023

Orders will be entered as checked below. Charges include placing in booth ready for use. Equipment is on a rental basis. Mail one copy to us at the address above. Retain a copy for your files. CANCELLATION POLICY: Items cancelled will be charged 50% of original price after move-in begins and 100% of original price after installation. Custom Cut Carpet cancelled after being cut will be charged 100% of original price.

SEATING

Quantity		Discount Rate	Standard Rate
_____	Molded Plastic Folding Chair	\$20.00	\$26.00
_____	Upholstered Arm Chair	24.00	31.20
_____	Upholstered Stool (30" High)	30.00	39.00

ACCESSORIES

_____	Pedestal Table (White Laminate Top)		
_____	(30" Round x 30" High)	\$35.00	\$45.50
_____	(30" Round x 42" High)	40.00	52.00
_____	(36" Round x 30" High)	40.00	52.00
_____	(36" Round x 42" High)	45.00	58.50
_____	Black Spandex Cover for Pedestal	20.00	26.50
_____	Bag Stand or Coat Tree	24.00	31.20
_____	Wastebasket	10.00	13.00
_____	Tripod Floor Easel	15.00	19.50
_____	Large Base with 8" Upright	15.00	19.50
_____	6' - 10' Crossbar	7.50	9.75

DISPLAY PANELS

_____	Perforated Board (Pegboard)	\$75.00	\$84.50
_____	(4' x 8' Double Sided / Vertical)		
_____	(4' x 8' Double Sided / Horizontal)		
_____	Tackboard Display Panel	75.00	97.50
_____	(4' x 8' Double Sided / Vertical)		
_____	(4' x 8' Double Sided / Horizontal)		
_____	Chrome Wire Grid Display Panel	40.00	52.00
_____	(2 - 2' x 6' Sections)		

CARPET

Price includes installation and taping front edge.

_____	9' x 10' Carpet	\$80.00	\$104.00
_____	9' x 20' Carpet	160.00	208.00
_____	9' x 30' Carpet	240.00	312.00
_____	9' x 40' Carpet	320.00	416.00
_____	ft. x ft. Custom Cut Carpet - per sq. ft.	1.00	1.30
_____	ft. x ft. Carpet Padding - per sq. ft.	.75	.98
_____	ft. x ft. Visqueen Covering - per sq. ft.	.70	.91
_____	ft. Additional Taping - per linear ft.	.80	1.04

Carpet Color Preferred:

☐ Red ☐ Blue ☐ Seafoam ☐ Silver Gray ☐ Hunter Green ☐ Black

SPECIAL DRAPERY

_____	Linear Feet of 8' High Drapery	\$5.00/LF	\$6.50/LF
_____	Linear Feet of 3' High Drapery	3.50/LF	4.55/LF

PAYMENT POLICY: We require your credit card authorization to be on file with Hollins Exposition Services. Payment in full, including tax, must accompany your order to qualify for Discount Rates. Payment may be made by check drawn on a U.S. Funds Account, MasterCard, VISA or American Express, and is subject to the terms and conditions as set forth on the enclosed "Payment Policy and Credit Card Charge Authorization Form". Completed and signed Authorization Form must accompany your order.

NAME OF EVENT	Mid Atlantic Boat Show				PLEASE TYPE OR PRINT
NAME OF FIRM	_____			BOOTH NO.	_____
CARE OF	_____				
	(If Other Than Exhibiting Firm)				
ADDRESS	_____	_____	_____	_____	_____
	(Street)	(P.O. Box)	(City)	(State)	(Zip)
ORDERED BY	_____			X	_____
	(Please Type or Print)			(Signature)	
PHONE (_____)	_____			DATE	_____

WOOD DISPLAY TABLES & DRAPING

Quantity		Discount Rate	Standard Rate
	<u>Standard Height (30" High)</u>		
_____	2' x 4' Table - Draped	\$60.00	\$78.00
_____	2' x 4' Table - No Drape	32.00	41.60
_____	2' x 6' Table - Draped	65.00	84.50
_____	2' x 6' Table - No Drape	34.00	44.20
_____	2' x 8' Table - Draped	70.00	91.00
_____	2' x 8' Table - No Drape	36.00	46.80

	<u>Counter Height (42" High)</u>		
_____	2' x 4' Table - Draped	65.00	84.50
_____	2' x 4' Table - No Drape	34.00	44.20
_____	2' x 6' Table - Draped	70.00	91.00
_____	2' x 6' Table - No Drape	36.00	46.80
_____	2' x 8' Table - Draped	75.00	97.50
_____	2' x 8' Table - No Drape	38.00	49.40

Draping Color Preferred:

☐ Red ☐ Blue ☐ Hunter Green ☐ Gold ☐ White ☐ Black ☐ Burgundy
☐ Silver Gray ☐ Seafoam ☐ Beige ☐ Plum

Note: Draping includes white vinyl top and pleated skirting on three sides. *

* Optional 4th side draped: _____ ft. @ \$2.50 per linear ft. = _____

WOOD TABLE TOP RISERS & DRAPING

_____	1' x 4' Table Top Riser 12" High		
_____	Riser - Draped	\$30.00	\$39.00
_____	Riser - No Drape	22.00	28.60
_____	1' x 6' Table Top Riser 12" High		
_____	Riser - Draped	32.00	38.60
_____	Riser - No Drape	22.50	29.25

Draping: White Only

SUB TOTAL \$	_____
7.25% Sales Tax \$	_____
TOTAL \$	_____

ELECTRICAL SERVICES ORDER FORM



Effective January 1, 2023 - December 31, 2023

Electrical Rules & Regulations

01. Wall, column and permanent building utility outlets are not part of booth space and are not to be used by media organizations or the exposition services provider unless specified otherwise. Electrical panels or other equipment in column recesses may not be blocked at any time.
02. All equipment regardless of source of power must meet federal, state and local safety codes. The Convention Center reserves the right to refuse electrical connection of equipment based on safety.
03. Claims will not be considered unless filed by exhibitors prior to close of show.
04. Prices are based on current wage rates and are subject to change without notice.
05. All equipment must be properly tagged and wired with complete information as to type of current, voltage, phase, cycle, horsepower, etc. The Convention Center will not be responsible for power failure or voltage fluctuation.
06. All material and equipment furnished by the Convention Center for electrical service orders shall remain the Convention Center's property and shall be removed only by Convention Center personnel at the close of the show.
07. Convention Center electricians are authorized to cut floor coverings, to permit installation of service and to maintain floor pit systems. No exceptions will be made in this area. Failure to comply may result in loss of service order. Workspace layouts are prepared by convention management or media organizations, not the Convention Center.
08. All media-provided electrical cords must be of the three-wire grounding type, suitable for installation. "Zip" cord or Romex are not allowed. All exposed non-current carrying metal parts of fixed equipment, which may become energized, shall be grounded.
09. Rates quoted for all connections cover only the bringing of service to the booth in the most convenient manner and do not include connecting equipment or special wiring. All work performed within the booth will be charged on a time and material basis.
10. Advance orders must be received a minimum of 14 days prior to 1st day of show move-in date.
11. Payment must accompany order. No exceptions please. Notice of cancellation must be received prior to scheduled move-in in order to receive credit. Credit will not be given for services installed and not used.
12. Lighting levels for move-in and move-out will be at 50 percent. Exhibit halls are not air conditioned during move-in and move-out.
13. Media organizations are not allowed access to floor pits at any time.
14. Floor rate prices apply to orders received after the due date (14 days prior to 1st day of show move-in date). The Convention Center does not guarantee service prior to show opening for late orders. All requirements exceeding the rate schedule must be priced and approved by the Convention Center prior to ordering.
15. Power will not be installed until payment is received. No expectations.
16. Motor and equipment prices are for ordered power sources only. Hook-ups are not included. No receptacles of any kind are provided by the Convention Center. Media organizations may supply their own receptacles. Labor for electrical work on equipment, including repairs, tracing malfunctions, fishing cable under carpet, and hook-ups provided by Convention Center electricians, will be charged at the prevailing rate (\$85.00 per hour, one hour minimum). If floor plans are received in advance (14 days prior to 1st day of show move-in date), every attempt will be made to work with the decorator to install cable under the carpet.
17. Exhibitor technicians are permitted to perform all electrical work inside booths, including hook-ups, to ordered power sources. All work must conform to national and local codes and is subject to inspection by Convention Center personnel.
18. Labor rates are based on nine hour days, typically from 7:30 a.m. to 5 p.m. Booth labor will be charged an overtime rate after 5 p.m. at the rate of 1.5 times the normal rate.
19. Larger lights such as Leiko lights can be ordered from the Convention Center's preferred in-house audio visual production contractor. For information on services and pricing call 704.339.6180.
20. All power 100 amps and below are typically brought to booths through the floor pit system, located 30 feet on center throughout exhibit halls. Air and water lines are not directed from overhead.
21. The Convention Center's power is 120/208 or 277/480 volts, three phase, five wire wye. Other voltages are not available unless step-up or step-down transformers are provided by the licensee. Rates run the duration of the show. Power, air and water are available 24 hours.
22. Will you require a Convention Center electrician?
☐ YES ☐ NO

QUANTITY	DESCRIPTION	ADVANCED RATE	FLOOR RATE	TOTALS
_____	POWER STRIP (NO POWER)	-	\$35.00	_____
_____	EXTENSION CORD (NO POWER)	-	\$35.00	_____
120 VOLT LIGHTING AND UTILITY (DUPLEX) OUTLETS				
_____	5 AMP (600 WATT)	\$87.00	\$118.00	_____
_____	10 AMP (1200 WATT)	\$112.00	\$147.00	_____
_____	20 AMP (2400 WATT)	\$140.00	\$196.00	_____
MOTOR AND EQUIPMENT SCHEDULE				
208 VOLT SINGLE PHASE*				
_____	0 TO 20 AMPS	\$218.00	\$325.00	_____
_____	21 TO 30 AMPS	\$269.00	\$397.00	_____
_____	31 TO 50 AMPS	\$364.00	\$532.00	_____
_____	51 TO 70 AMPS	\$482.00	\$694.00	_____
_____	71 TO 100 AMPS	\$588.00	\$840.00	_____
208 VOLT THREE PHASE*				
_____	0 TO 20 AMPS	\$308.00	\$426.00	_____
_____	21 TO 30 AMPS	\$403.00	\$571.00	_____
_____	31 TO 50 AMPS	\$571.00	\$853.00	_____
_____	51 TO 70 AMPS	\$728.00	\$1,092.00	_____
_____	71 TO 100 AMPS	\$1,002.00	\$1,355.00	_____
480 VOLT THREE PHASE*				
_____	0 TO 20 AMPS	\$543.00	\$801.00	_____
_____	21 TO 30 AMPS	\$728.00	\$1,092.00	_____
_____	31 TO 50 AMPS	\$1,131.00	\$1,658.00	_____
_____	51 TO 70 AMPS	\$1,540.00	\$2,296.00	_____
_____	71 TO 100 AMPS	\$1,960.00	\$2,867.00	_____
SERVICE DROPS				
_____	208 VOLT, 200 AMPS, SINGLE-PHASE	\$896.00	\$1,344.00	_____
_____	208 VOLT, 200 AMPS, THREE-PHASE	\$1,456.00	\$2,061.00	_____
_____	208 VOLT, 400 AMPS, SINGLE-PHASE	\$1,915.00	\$2,643.00	_____
_____	208 VOLT, 400 AMPS, THREE-PHASE	\$3,024.00	\$4,032.00	_____
* FOR DIRECT TIE IN ONLY. NO RECEPTACLES PROVIDED.			SUBTOTAL	_____
* FOR EUROPEAN DESIGNED EQUIPMENT, CLIENT NEEDS TO SUPPLY POWER CONVERTER FOR ALL 480 VOLT THREE PHASE POWER ORDERS.			RENTALS	_____
* UTILITY CHARGES ARE BASED ON ESTIMATED NEEDS AT THE TIME OF ORDER. OVER/ UNDER PAYMENTS OF LESS THAN \$5.00 WILL BE WRITTEN OFF AT THE CONCLUSION OF THE EVENT.			TOTAL CHARGES	_____

Please Print

Name of Event _____

Event Date _____ Booth No. _____

Company Name _____

Contact _____

Telephone _____

Fax _____

Email Address _____

Address _____

City _____

State _____ Zip _____

Authorized by _____

Print Name _____

Date _____

Charlotte Convention Center Exhibit Floor Service Desk during event: 704.339.6700

Orders must be received with payment 14 days prior to 1st day of show move-in to be eligible for advanced rate.

NOTE: Before any additional work can be performed, a credit card number must be on file. Under no circumstances can power be resold by show management, production companies, show's general contractor or exhibitors.

Please use the diagram on the right to indicate the desired locations for utility service orders.

Make checks payable to:
Charlotte Convention Center
c/o Smart City Networks
5795 W. Badura Ave., Suite #110
Las Vegas, NV 89118

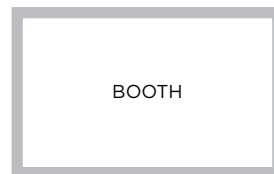
Order Verification:
888.446.6911

Technical Questions:
704.339.6700

Fax orders:
702-943-6001

Left

Backline



Front Aisle

Right

Online Orders:
orders.smartcitynetworks.com

Email Orders to:
customerservice@smartcitynetworks.com

When your order is processed, you will receive an email with a link to Smart City Networks payment portal.