

2027 EXHIBITOR MANUAL

47th Builders St. Louis



Presented by



Produced by



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Home Builders Association of St. Louis & Eastern Missouri
10104 Old Olive St. Rd., St. Louis, MO 63141 • 314-994-7700

Dear Home Show Exhibitor,

Thank you for exhibiting at the 2027 Builders St. Louis Home & Garden Show, presented by James Hardie. Planning ahead is the key to your success. This manual was designed to answer your questions and provide important Show information.

The Home Show team is looking forward to working with you. If you have questions, please don't hesitate to contact us!

GENERAL INFORMATION

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ALL OTHER DECORATOR FORMS ARE IN SEPARATE DECORATOR PACKET
(Includes order forms for Accessories, Displays, Material Handling/Freight, Labor, Signs/Sign & Banner Hanging)

Exhibitor manual is subject to updates or changes without notification.

MARCH 19-21 • America's Center • STLHomeShow.com

701 Convention Plaza, St. Louis, MO • Show Hours: Fri & Sat 10am-7pm • Sun 10am-5pm

GENERAL INFORMATION

EXHIBITOR DEADLINES

January 9	Hotel Discount Reservation - Radisson St. Louis - Downtown
January 22	Advanced Rate for Electrical, Plumbing, Gas, etc. Orders
January 22	Final Booth Payment - HBA
January 29	Directory Listing and Advertising - HBA
January 29	News Release Information - HBA
February 17	Food Sampling Form - America's Ctr. Catering
February 16	Decorator Order - Heritage Trade Show Services - Custom Display Rentals
February 24	Advanced Rate for Wi-Fi, Internet Orders
February 25	Decorator Order - Heritage Trade Show Services - All Other Services

NOTE: Missing these deadlines can cost you money!

DECORATOR & BUILDING SERVICES

The Show Decorator, Heritage Trade Show Services, can be contacted prior to the show at 314-534-8500. For questions about electrical, plumbing or gas please contact Tammy at 314-817-5624.

EXHIBITOR PASS / VIP PASS INFORMATION

Exhibitor passes are for employees only and will give access to the show one hour prior to opening. Exhibitor pass admits ONE employee for ALL show days. Exhibitors are provided 10 passes for a 10'x10' booth and two passes for each additional 10'x10' booth reserved. For example, 10'x20' = 12 passes.

VIP passes are to hand out to customers, family and friends to attend. Exhibitors receive 20 VIP passes for a 10'x10' and five for each additional 10'x10' booth reserved. For example, 10'x20' = 25 VIP passes.

Passes will be available to pick up at the HBA Home Show Office, Room 115, at America's Center during move-in, starting on Tuesday, March 16. Passes can be held in Will Call at the Home Show Office for pick-up on show days.

SHOW VISITOR ADMISSION PRICES

REGULAR TICKET PRICES:

Adults \$10
Children 16 and under Free

DISCOUNTS:

Show exhibitors will be emailed a special coupon to offer to their customers two to three weeks prior to the Show.

HBA HOME SHOW OFFICE

Located in Room 115 off Washington Avenue lobby.

EXHIBITOR FOOD SERVICE

Various concessions and catering options are available. Catering options are also available - see forms pages 13-21.

SHOW COLORS

Booth drape will be black and white.

SALES TAX

9.68%

FIRST AID

The First Aid Station, with an EMT (located in the lobby) will be open during Show hours.

HOTEL & PARKING OPTIONS

HOTEL ACCOMMODATIONS

There are numerous hotels near America's Center in downtown St. Louis. The Radisson St. Louis - Downtown (formerly the Holiday Inn) located at 811 N. 9th St. will offer a discounted nightly room rate of \$137 +tax. Parking will be self-park in the lot across the street from the hotel, for approximately \$35 a night. Click [here](#) to book rooms at the discounted rate.

EXHIBITOR PARKING / RV PARKING

Valet Parking will be available, located at the Main Entrance to America's Center on Washington Ave. - **CASH ONLY!** RV parking is available at DraftKings at Casino Queen RV Park across the river in Illinois. See next page for parking garage addresses and information, or go to the Get Around St. Louis parking website [here](#).



RADISSON

ST. LOUIS DOWNTOWN-
CONVENTION CENTER



RADISSON® HOTEL ST. LOUIS DOWNTOWN CONVENTION CENTER

Experience the best of St. Louis at the Radisson Hotel St. Louis Downtown Convention Center, ideally located next to America's Center Convention Complex and just steps from Busch Stadium and Enterprise Center. Guests can explore the iconic Gateway Arch, stroll along the Mississippi River, or discover the vibrant dining, shopping, and entertainment at Laclede's Landing and Washington Avenue.

The hotel features 296 beautifully appointed guest rooms and suites with complimentary Wi-Fi, mini-refrigerators, and plush bedding. Visitors can unwind at the pool, stay active in the fitness center, or dine in the lively sports-themed restaurant and bar. Meeting facilities and pet-friendly accommodations ensure a comfortable stay for every traveler.

HOTEL ADDRESS

811 N. 9th St.
St. Louis, MO 63101

THE SPACE

- 296 guestrooms
- 9,214 sq. ft. of meeting space
- Outdoor pool
- Onsite restaurant & bar
- Adjacent to Convention Center

KEY CONTACTS

Dave Olson, General Manager
dolson@hmahotels.com

Chris Barr, Director of Sales
cbarr@hmahotels.com

314-421-4000
choicehotels.com/M0598

PARKING OPTIONS

- 1 7TH STREET GARAGE**
601 Locust, St. Louis, MO
314.588.8690 | abmparking.com
Hours: 24 hours a day, 7 days a week
Enter on 7th Street
- 2 10TH & PINE**
913 Pine Street, St. Louis, MO
314.241.7777 | stlouisparking.com
Hours: 24 hours a day, 7 days a week
Enter on Pine or 10th Street
- 3 CENTRAL DOWNTOWN GARAGE**
707 Pine Street, St. Louis, MO
314.314.5841 | stlouis-mo.gov
Hours: 6a-8p, Monday-Friday; Busch Stadium & The Dome at America's Center events
Enter on Pine Street
- 4 CITI PARK**
605 N. Second Street, St. Louis, MO
314.241.1918 | citiparkstl.com
Hours: 7a-10p, Sunday-Thursday; 7a-1a, Friday-Saturday
Enter on 2nd Street
- 5 CUPPLES STATION GARAGE**
421 S. 10th Street, St. Louis, MO
314.314.5839 | stlouis-mo.gov
Hours: 5a-8p, Monday-Friday; Busch Stadium Events
Enter on 10th Street
- 6 DRAFTKINGS CASINO QUEEN RV PARK**
200 Front St., East St. Louis, IL 62201
800.777.0777 | draftkingsatcasinoqueen.com/stay/rv-park/
Hours: 24 hours a day, 7 days a week
- 7 JUSTICE CENTER GARAGE**
1115 Clark Ave., St. Louis, MO
314.314.5842 | stlouis-mo.gov
Hours: 5a-8p, Monday-Friday; Busch Stadium & Scottrade Center Events
Enter on Clark Ave.
- 8 KIEL CENTER GARAGE**
1515 Clark Ave., St. Louis, MO
314.366.3077 | stlouis-mo.gov
Hours: 6a-6p, Monday-Friday; Scottrade Center Events
Enter on Clark Ave.
- 9 KIENER EAST GARAGE**
500 Pine Street, St. Louis, MO
314.421.0461 | iparkit.com
Hours: 24 hours a day, 7 days a week
Enter on Pine Street
- 10 KIENER WEST GARAGE**
604 Pine Street, St. Louis, MO
314.421.0461 | iparkit.com
Hours: 24 hours a day, 7 days a week
Enter on Pine or 7th Street
- 11 LACLEDE'S LANDING LOT**
801 N. First Street, St. Louis, MO
314.241.4027 | stlouisparking.com
Hours: 8a-4a, Sunday-Saturday
Enter on First Street
- 12 NINTH STREET GARAGE**
911 Olive Street, St. Louis, MO
314.621.3858 | abmparking.com
Hours: 24 Hours per Day
Enter on Olive Street
- 13 PARK PACIFIC PARKING GARAGE**
1226 Olive, St. Louis, MO
314.242.1440 | liveparkpacific.com
Private garage; available via Park Mobile app for public event parking
Enter on Olive Street
- 14 QUIK PARK GARAGE**
309 N. Fourth Street, St. Louis, MO
314.241.1918 | citiparkstl.com
Hours: 6a-10p, Monday-Friday; 6a-11p, Thursday; 6a-1a, Friday; 8a-1a, Saturday; 8a-10p, Sunday
Enter on 4th Street
- 15 ST. LOUIS CONVENTION CENTER HOTEL GARAGE**
419 N. 9th Street, St. Louis, MO
314.621.4407 | abmparking.com
Hours: 24 hours a day, 7 days a week
Enter on 9th or 10th Street
- 16 STADIUM EAST GARAGE**
200 S. Broadway, St. Louis, MO
314.241.7475 | iparkit.com
Hours: 24 hours a day, 7 days a week
Enter on Broadway or 4th Street
- 17 STADIUM WEST GARAGE**
215 S. 8th Street, St. Louis, MO
314.421.2613 | iparkit.com
Hours: 24 hours a day, 7 days a week
Enter on 8th or 9th Street

PROMOTIONAL OPPORTUNITIES

HOME SHOW DIRECTORY OPPORTUNITIES

The printed Directory is distributed at Show entrances. The majority of attendees leave with a directory to use as a buying guide for future home purchases. Each exhibitor receives one **FREE** listing in the directory Product/Service section **if form is completed in the Exhibitor Portal by January 29. Bold** your listing or add your website for \$30 each. Additional category listings can be purchased for \$35 each. **Exhibitors will receive a free website listing with link on STLHomeShow.com if website is listed on form. (NOT printed in Show Directory.)** Contact Tammy at 314-817-5624 or RidgleyT@hbastl.com with questions. **Advertise in the directory.** Stand out from other exhibitors and keep your name in front of consumers. A limited amount of ad space is available on a first-come, first-served basis. Pricing: \$1,100 for a cover, \$950 for a full page ad and \$550 for a ½ page ad. Deadline for advertising is January 29. All ads are color.

BECOME A FEATURED EXHIBITOR

Exhibitors can purchase an upgraded digital listing for \$50. This listing lets you share brochures, photos, videos and additional company information which will appear on the Featured Exhibitors page and the Show Map on our website. This option is available through the Exhibitor Portal.

INFORMATION FOR MEDIA INQUIRIES

Media outlets want newsworthy information to feature. Your information may be supplied to media, upon inquiry. Contact the manufacturer for a press release or write an article about how your product/service fulfills a need consumers have, with benefits and how it stands out from others. Submit with high resolution photos in the Exhibitor Portal. Deadline is January 29. For more information about advertising and promotion, contact Ellen at 314-817-5620 or ViehmannE@hbastl.com.

LOGOS / INVITATION / SOCIAL MEDIA

SHOW LOGOS & INVITATION

Include the Show logo in your advertising/social media. To receive logos, email Ellen at ViehmannE@hbastl.com. Invite your customers to come see you at the Show. The HBA creates an invitation jpg that you can email your database or include in social media and will email it 30 days before the Show. **RECEIVE 10 VIP TICKETS when you use the Show logo in your advertising!** Insert the Home Show logo w/dates in your print, direct mail or TV commercials or create a social media campaign (minimum 5 posts) and get 10 VIP Tickets.



Show us what you've done when you pick up your passes to receive your 10 VIP tickets.

SOCIAL MEDIA

Comment about the Show, your booth # and your Show specials on all your social platforms. Tag, mention, follow and share the St. Louis & St. Charles Home Shows pages/posts and use #STLHomeShow.

Facebook ... www.facebook.com/stlhomeshow
Instagram ... www.instagram.com/stlhomeshow

Sample posts:

- Don't miss the Builders St. Louis Home & Garden Show, presented by James Hardie, the area's largest home product market place, March 19-21 at America's Center. #STLHomeShow
- Looking to do some home improvements? Visit us at the Builders St. Louis Home & Garden Show, presented by James Hardie, March 19-21 at America's Center in booth xxx to take advantage of our show specials. #STLHomeShow

MOVE-IN & MOVE-OUT INFORMATION

MOVE-IN TIMES & PROCEDURES

MOVE-IN GENERAL TIMES (please note there will be scheduled times for large exhibits and details will be provided closer to the event via email):

Halls 3 and 4

Wednesday, March 17, 7 am - 6 pm

Thursday, March 18, 7 am - 6 pm

Self-Unloading Area P.O.V. (Privately Owned Vehicles)

Hall 2 Overhead Door off of 9th Street – AVAILABLE

STARTING ON WEDNESDAY at above times. See information on Page 7.

If you have a crated display or your freight is coming on a common carrier, you must contact Heritage at 314-534-8500 to arrange for drayage and rates listed in complete Decorator Packet will apply.

FRIDAY, MARCH 19 (NO MOVE-IN OR DRIVE-IN)

SHOW OPENS TO THE PUBLIC AT 10 AM. Exhibitors may enter the Show starting at 9 am through public entrances **ONLY WITH EXHIBITOR PASS.**

TEAMSTER LABOR & ASSISTANCE: The Show will provide complimentary teamster labor and fork lift service for non-crated/palleted materials that do not come on over-the-road trucks. Neither the Show nor the Show Decorator assume liability for any property that is damaged through using this service. If you want the Show Decorator to assume this liability to move your materials you must order drayage and pay the 100lb weight. For details, see Show Decorator Packet.

MOVE-OUT TIMES & PROCEDURES

Sunday, March 21

5:30-9 pm

Monday, March 22

7 am - 3 pm

All exhibits must be removed before 3 pm on Monday, March 22. Move-out is handled on a first-come, first-served and location basis. Note: Exhibitors are allowed to drive on the Show floor to load up for move-out where possible.

- Teamsters and carts will be available free of charge.* If you have a crated display or your freight is coming on a common carrier you must contact Heritage at 314-534-8500 to arrange for drayage and rates listed in Decorator Packet will apply.
- **Tear-down prior to the Show closing is prohibited. This is a huge liability and makes the Show and everyone in it look bad! Those companies found in violation by Show Management will be notified via letter and will receive a \$400 invoice as a fine that must be paid before being allowed to exhibit in another one of our Shows.**
- The following are prohibited during Show hours: dismantling of displays (including but not limited to walls, pop-ups, tables, removal of banners, etc.), carts/dollies on the Show floor and the use of tools (powered and powerless) for the purposes of dismantling displays.
- **For security reasons, have exhibit personnel at your booth Sunday evening and Monday.** The loss of display materials occurs mainly during move-out. Guards will handle security throughout the show, but it is impossible to completely control such a large number of exhibitors without your cooperation.

TRASH/WASTE: America's Center staff will **ONLY** pick up cardboard, paper and shrink-wrap from your booth. Exhibitors are responsible for removing and disposing of all other materials off site and will be charged if building materials are left at the Show.

NEW! Enclosed Cole Street Docks – 700 Cole St. Docks on Cole Street must be accessed from the east. Drive west on Cole St. from Broadway Ave. At the stoplight at 7th and Cole, veer left to enter the Docks. When exiting, turn right (east) on Cole Street.

MOVE-IN & MOVE-OUT INFORMATION SELF-UNLOADING DOOR GUIDELINES

GUIDELINES FOR SELF-UNLOADING OF PRIVATELY OWNED VEHICLES (P.O.V.)

Halls 3 and 4: Wednesday, March 17, 7 am - 6 pm & Thursday, March 18, 7 am - 6 pm
Hall 2 Overhead Door off of 9th Street

Union Rules and Regulations allow for qualifying exhibitors to unload their privately owned vehicles curbside and deliver products and display goods to their designated booth area.

Exhibitors who wish to unload their own P.O.V.s must adhere to the following guidelines:

- Ground level unloading only
- Freight docks may not be used
- Four-wheel dollies or carts, pallet jacks or motorized equipment may not be used
- No self-unloading of vehicles, trailer, etc. inside of the exhibit hall will be allowed
- Two-wheel handcarts are allowed
- Hired or contracted labor is not allowed except for the Official Exposition Contractor

Exhibitors meeting these criteria may unload outside the **Hall 2 Overhead Door ONLY**. Exhibitors that do not qualify for "Self-Unloading" will need to use the Cole Street Docks to use the Show-provided labor/assistance.

***If you have a crated display or your freight is coming on a common carrier, you must contact Heritage at 314-534-8500 to arrange for drayage and rates listed in the Decorator Packet will apply.**

Cole Street Docks – 700 Cole Street
Docks on Cole Street must be accessed from the east. Drive west on Cole Street from Broadway Ave. At the stoplight at 7th and Cole, veer left to enter the Docks. When exiting, turn right (east) on Cole Street.

ALLOWED



NOT ALLOWED



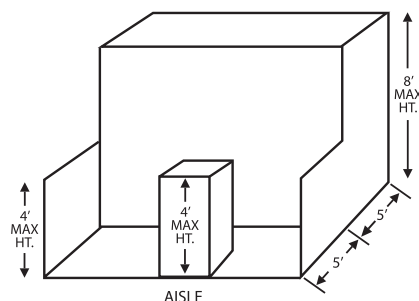
EXHIBITOR DO'S & DON'TS

EXHIBIT CONSTRUCTION

Standard exhibit configuration is 10' square and multiples thereof. Exhibits may not exceed 8'3" in height including signage. When you purchase a 10'x10' exhibit there is no additional space – exhibits should be constructed at 9'6"x9'6" to accommodate pipe and drape and ensure that you fit within your area and between your neighbors comfortably.

10' square pop-up tents will only be allowed in 10'x20' or larger exhibits, must be centered and cannot have names or logos on the back or sides. No signage may appear as if it is representing a neighboring company. Display fixtures over 4' high must be confined to that area of the booth that is at least 5' from the aisle. **NOTE: Displays 20'x20' or larger do not have an 8'3" height limitation.** (Read further in Signage for island signage limitations.)

STANDARD 10'X10' EXHIBIT GUIDELINES



A peninsula booth is an exhibit that is 20'x20' or larger with an aisle on three sides. All display fixtures over 4' in height and placed within 5 linear feet of a neighboring exhibit must be confined to the area within 5' of the center line to avoid blocking the sightline from the aisle. See picture below. INTENT - Exhibitors adjoining peninsula exhibits are entitled to the same reasonable sightline from the aisle as they would expect if they were adjacent to another 10'x10' booth. If you have any questions regarding exhibit design or configurations, please call Tammy at 314-817-5624.

PENINSULA BOOTH GUIDELINES

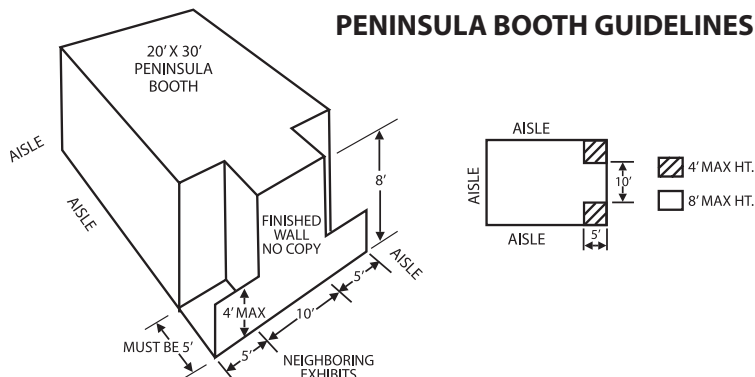


EXHIBIT FLOOR COVERINGS & TABLES

All exhibits **MUST** have floor covering of some kind - carpet, patio block, wood, vinyl, tile, etc. You may supply your own or order it from the Show Decorator (order form in packet). The HBA does **NOT** provide tables for this show. Exhibitors may bring their own or rent them from the Show Decorator.

CARPET TAPE

The use of double-sided tape on the convention floor is banned. Please use tape that can be removed completely without sticky residue. Tape which is not removed by you will be removed at your expense. Carpet tape is available from the show decorator at their service desk.

CUTTING OF STONE MATERIAL

Dry cutting of any stone material is prohibited inside the Convention Center. Only wet cuts may be made inside. All other cutting **MUST** be done outside the building. It is the exhibitor's responsibility to remove all by-products, sludge, particles and scrap from the building.

EXHIBIT ELECTRICITY

All Convention Center electrical work must be installed by Edlen Electric. Wiring installed prior to display delivery must be installed by a licensed electrician of your choice. **Order electric service in the Exhibitor Portal.**

NOTE: If you're using water in an electrical device (i.e., spa, pond) you MUST have a G.F.I. in your electric circuit. Bring your own G.F.I. cord to save money.

NOTE: Electrical, gas and water are purchased through the HBA and should be ordered through the Exhibitor Portal on STLHomeShow.com.

Wi-Fi SERVICE

See <https://www.stlhomeshow.com/HomeGarden/exhibitor/downloads/3> for ordering information.

BAN ON HELIUM FILLED BALLOONS

A Convention Center policy prohibits the use of helium filled balloons as giveaways.

EXHIBITOR DO'S & DON'TS

SIGNAGE

Signage must have the appearance of being professionally produced. **Signage height is limited to 8'3" for inline booths smaller than 20'x20'. Any signage above the 8' drape must be single-sided and finished on the back. No signage may appear as if it is representing a neighboring company. Booths 20'x20' or larger or perimeter booths do not have a height limit but may not block neighboring exhibits' sightlines. Island displays do not have a height limit.** Any signage/displays found in violation will be removed and stored by the Decorator. Exhibitor must pick up items no later than show move-out or items will be forfeited.

NOTE: Feather flags and balloons are considered signage and above rules apply.

Signage may be hung over 20'x20' or larger booths ONLY. They are limited in length to half the length of the booth and no more than 3' in height. The banner top can be no more than 15' from the floor. Banners must be hung by the Show Decorator (order form in Decorator Packet). Any variations from the above guidelines must be approved by Show Management prior to the Show.

USE OF NON-INFLAMMABLE MATERIALS

Materials used in the exhibit hall MUST be non-inflammable to conform with St. Louis Fire Department Fire Regulations. Cloth decorations must be able to pass a Fire Department flame test. Materials not conforming will be removed immediately at the exhibitor's expense.

OPEN FLAME PERMIT APPLICATION

Call Tammy for more information at 314-817-5624.

STAFFING EXHIBITS

Exhibits must be staffed during ALL show hours. Breaking down booths before 5 pm on Sunday is strictly prohibited. NOTE: Exhibitors must stay within their booths. Working aisles is strictly prohibited. If you are working the aisles and are asked to stop more than twice by Show Management, you will not be allowed to exhibit in future shows.

NO SMOKING POLICY

The city of St. Louis has a non-smoking ordinance in the Convention Center. To smoke you must exit the building.

MERCHANDISE DELIVERY ON SHOW DAYS

Merchandise deliveries can be made on Saturday and Sunday from 9-9:45 am at the enclosed Cole St. Docks. No vehicles are allowed in the hall. Have the necessary manpower ready to unload your vehicle. A teamster and cart will be available to assist in moving materials to your booth. The door will be locked at 9:45 am Saturday and Sunday.

PRIZE DRAWINGS

Show related prize drawings must be company owned or purchased merchandise. VACATION PACKAGES GIVEN AWAY MAY NOT REQUIRE RECIPIENTS TO PAY A FEE. Non-company owned merchandise cannot be given away with a non-exhibiting firm being the recipient of registration forms or mailing lists derived from the Show.

BOOTH MUSIC OR VIDEOS

By law, exhibitors that use copy-written music must have the composer's or publisher's permission or be covered by a blanket license which can be purchased for the Show from ASCAP and/or BMI.

FLOWERS & PLANTS

Exhibitors are encouraged to have plants in their booths.

FOOD SAMPLING

If you are distributing food samples to attendees, you must complete the food sampling form and return it to America's Center Catering. Failure to do so could result in your exhibit being shut down by the Health Department. See information and forms on pages 13-21. **NEW - St. Louis City Health Dept. Temporary Permit is required.**

HANGING FLAT SCREEN TVs

IMPORTANT COST-SAVING SUGGESTION: This work has been claimed by the Electricians and now requires labor to install and remove. You will be charged a fee by Edlen to hang/mount TVs in your exhibit. To avoid these charges, we recommend setting TVs on shelves or flat surfaces so mounting is not required. If you have questions, contact Tammy at 314-817-5624.



HERITAGE™

exhibitor.services@heritagesvs.com

1-800-360-4323

Fax 314-534-8050

**HERITAGE, SHOW DECORATOR - Full Decorator Packet Available
in your Exhibitor Portal or at www.STLHomeShow.com**

If you need carpet, tables, booth display backdrop or other decorator items or services,
call Heritage at 800-360-4323 to request forms:

Carpet Order Form
Furniture / Tables Order Form
Accessories Order Form
Displays Order Form
Labor
Sign & Banner Hanging
Sign Service Order
Credit Card Authorization
Services Order Summary
Terms & Conditions
Exhibitor Appointed Contractors
Certificate of Liability
Third Party Authorization



exhibitor.services@heritagesvs.com

1-800-360-4323

Fax 314-534-8050

Order online at: heritagesvs.com/ordering

"HASSLE FREE" EXHIBIT BOOTH 2027 BUILDERS HOME & GARDEN SHOW

Discount Deadline: 2/25/2027

HERITAGE is offering Special "Hassle-Free" Booth Packages for Builders Home & Garden Show 2027

Prices only apply to orders received with full payment by the date listed above. Floor orders for Hassle-Free Booth Packages will not be accepted at show site.

All charges for equipment and/or services must be paid in advance. For your convenience, MasterCard, American Express, Discover and Visa will be accepted. Fax orders will be accepted with enclosed credit card authorization form only. Charges for rental items listed below are for the duration of the show, and include delivery and removal.

NO CANCELLATIONS OR EXCHANGES OF EQUIPMENT WILL BE ACCEPTED!

Two optional exhibit booth packages are being offered as a special service for Home & Garden Show exhibitors. Each 10'x10' "Hassle-Free" booth will receive one (1) 8' long x 30" high black skirted display table, two (2) black samsonite folding chairs and one (1) wastebasket. Packages may also be ordered with or without booth carpet as indicated below. ****ONLY ONE (1) PACKAGE PER 10'X10' BOOTH SPACE** - NO SUBSTITUTIONS ALLOWED**

☐ **Package "A" (with booth carpet)**

- One (1) 8' black skirted table
- Two (2) side chairs
- One (1) wastebasket with liner
- One (1) 9' x 10' silver gray booth carpet

Quantity	Discount Rate	Total
_____	x \$ 280.00	= _____

☐ **Package "B" (without booth carpet)**

- One (1) 8' black skirted table
- Two (2) side chairs
- One (1) wastebasket with liner

Quantity	Discount Rate	Total
_____	x \$ 180.00	= _____

Please see the Terms and Conditions page for full explanation of our policy on cancellations and changes.

Method of Payment & Credit Card Authorization Form REQUIRED to be submitted with this form.

SUBTOTAL \$ _____

TOTAL DUE \$ _____

Exhibiting Company _____

Contact Name _____ Booth# _____

Phone # _____ Email _____

Please fax or email this form promptly to HERITAGE using the information at the top of the page - retain one copy for your files.