



Rules and Regulations



1. PAYMENT SCHEDULE

50% of the total rental amount due will serve as a security deposit and must accompany the signed contract. The remaining 50% is due before January 21, 2010. Sign identification and listing in any media publications are not guaranteed if payment is not made by dates listed. Booths contracted after January 21, 2010, will be required to submit payment in full with the signed contract.

2. INSTALLATION OF EXHIBITS

Exhibitors will not be allowed to set up until all booth fees are paid in full. Move-in dates and times will be enforced. The installation of exhibits and the removal of all boxes must be completed by 8:30am on Friday, February 19. Show Management reserves the right to rent any space not occupied by the exhibitor by 8:30am on Friday, February 19 to any other applicant without releasing the exhibitor from paying the sum owed or refunding any monies already paid.

3. REFUND POLICY

Security deposits on contracted space will not be refunded should the exhibitor cancel the contract for any reason. Any contract will automatically be cancelled without recourse or refund should the exhibitor fail to meet the designated payment schedule.

4. SUB-LEASING OF SPACE

Exhibitors may not assign or sublet any space assigned to them and may not advertise or display goods or services other than those sold by them in the regular course of their business.

5. EXHIBITOR BADGES

A limited number of exhibitor badges will be provided to each contracted exhibitor for their booth personnel. Badges can be picked up at move-in. You may not leave them at the ticket counter for pickup. No badge, no entry.

6. DISMANTLING OF EXHIBITS

No exhibit, including merchandise, shall be dismantled, packed or removed, in whole or in part, during the scheduled Home and Outdoor Living Show hours: Exhibits must remain intact and in place until 5:00pm on Sunday, February 21. There will be no loading or unloading of any exhibit materials through the front lobby, only through the loading dock, per the Convention Center or you will be fined. All exhibits must be removed by 5pm on Monday, February 22. Any materials not removed shall be packed and shipped at the exhibitor's expense including labor, materials and shipping costs.

7. SECURITY

Show Management assumes no responsibility for loss or damage of any exhibit and its materials for any cause. This is an open booth exposition and you are responsible for safeguarding your exhibit.

- Do not leave your booth unattended during show hours.
- Cover displays and showcases after hours.
- Avoid leaving valuables in sight in either your booth or car.

8. ON-SITE SALES POLICY

Exhibitors wishing to sell from their booth are encouraged to do so and are responsible for obtaining appropriate licenses for conducting sales at the Show.

9. SOUND CONTROL

Exhibitors must police their own booths to be sure the noise levels from

demonstrations or sound systems is kept to a minimum and does not interfere with others. Show Management reserves the right to determine at what point sound constitutes interference with others and must be lowered or discontinued.

10. AISLES

The aisles, passageways and overhead spaces shall remain under the control of Show Management. No signs, decorations, banners or advertising material will be allowed in these areas. Exhibits, floor covering and/or products must not protrude into aisles. All exposed back walls must be covered. If they are not, Show Management reserves the right to have the Show Decorator cover the back wall at the Exhibitors expense. Use of strolling promotions, such as characters, or advertising your company outside of your defined booth space is not permitted.

11. LIABILITY

Neither the CTHBA, the employees of the CTHBA, the City of North Charleston, the owners of the Charleston Area Convention Center, their representatives, or the management of the Home Show staff will be responsible for any injury, loss, or damage that may occur to the exhibitor or to the exhibitor's employees or property from any cause whatsoever, before, during, or after the period of this contract. On signing of the contract, the exhibitor releases the foregoing parties from all such claims for loss.

12. EVENTUALITIES

Should the exhibition hall be destroyed by fire, the elements, or any other cause, or if any circumstances make it impossible for Management to permit the contracted space to be occupied by the exhibitor, the exhibitor shall waive the right to any claim for damages or compensation except the pro-rated return of the amount paid for space rental.

13. AMENDMENTS

Show Management has full power to interpret and amend the Show rules. If Show Management determines that, in the best interest of the Show, new rules are needed, it shall reserve the right to amend or add additional rules.

14. SHOW MANAGEMENT CONTROL

Show Management reserves the right to determine the eligibility of any company or product for inclusion in this Show. Management reserves the right to prohibit the entrance and to remove from the Charleston Area Convention Center premises, any person, or thing, whose presence is detrimental to the interest of the Show. Upon the refusal of an exhibitor to comply with any of the Rules and Regulations, Management reserves the right to cancel the exhibitor's lease and remove the exhibit at

the exhibitor's expense. Management will retain all monies previously paid for leasing exhibit space as liquidated damages, and reserves the right to prohibit participation in future shows.

15. FOOD GUIDELINES

Exhibitors or groups are not allowed to sell, give away or distribute samples of food or beverage items without written permission from SMG and Centerplate. Upon agreement of all parties, a booth food permit may be issued.

STANDARD BOOTH INFORMATION

Any booth that is putting down any floor covering other than carpet (i.e. concrete block) must put plastic underneath and no one must put items over any electric boxes.

The booths for lease are 10' x 10' and 20' x 10' (deep) Endcaps. Each booth includes: one 8' high back drape; two 3' high, draped side rails and one 6"x44" company identification sign. Exhibitors may bring their own sign and it must be made by a professional sign shop. Show Management will ask exhibitors to remove any signs that look amateurish and detract from the dignity and refinement of the Show.

In-Line Booth: One or more standard booths in a straight line, which has public access on one side only. Display fixtures within the first 5' from the aisle cannot be greater than 4'.

Endcap Booth: The booth is 20' wide and 10' deep. Display fixtures within the first 5' from the side aisles cannot be greater than 4'. The 8' back curtain will only extend within the middle 10' of the booth. 3' drapes will extend within the first 5' of the backwall.

Wall Booth: Display fixtures within the first 5' from the aisle cannot be greater than 4'.

Island Booth: Exhibit booth occupying four or more standard booths with aisles on all four sides.

* Banners or other signage to be hung from the ceiling are prohibited for all in-line, endcap, wall and island booth(s).

Show Hours:

Friday, February 19, 9am - 5pm
Saturday, February 20, 9am-5pm
Sunday, February 21, 10am-5pm