

IMPORTANT, PLEASE READ

**SPECIAL NOTE: Carpet is not available for this show, please bring your own.
Tables and chairs are ordered through the decorator.**

Call (928) 763-4060 for forms and information.

1. **Location**..... The ANDERSON Auto Group FIELDHOUSE
3663 Bullhead Parkway
Bullhead City, AZ 86442 Tel: (928) 219-3030

2. **Show Dates** January 29, 30 & 31, 2021

3. **Move-In** Thursday, January 28, 6:00am – 10:00pm
Friday, January 24, **NO MOVE IN ALLOWED**

Prior to unloading, please check-in at the Show Office. For your convenience, the facility has approved self move-in, move-out. If you require the assistance of a forklift, please contact the Fieldhouse in advance. There is a charge for this service. Call for the pricing.

4. **Show Hours**..... Friday, January 29 10:00am – 5:00pm
Saturday, January 30 10:00am – 5:00pm
Sunday, January 31 10:00am – 4:00pm

5. **Move-Out** Sunday, January 31 4:01pm* – 10:00pm
Monday, February 1 7:00am – Noon
(*Absolutely no move out allowed prior to 4:01pm Sunday-No Exceptions)

6. **Admission Price** \$5.00 per adult; ages 16 and under free

7. **Organizer**..... American Shows, Inc.
82720 Chaplin Ct.
Indio, CA 92210
Tel: (800) 690-1993 Fax: (760) 770-8881

Decorator Party Pizazz
996 Marina Blvd.
Bullhead City, AZ 86442
Ph. (928) 763-4060 eml: party@npgcable.com

Electricity & Forklift The ANDERSON Auto Group FIELDHOUSE
3663 Bullhead Parkway
Bullhead City, AZ 86442 Tel: (928) 219-3030
Email: ecatafamo@crsk12.org

8. **Directions**

From Interstate I-40 exit 48 toward AZ-68/Las Vegas. Turn left onto US-93 N/W Beale St. Continue to follow US-93 N. Merge onto AZ-68 W/State Hwy# 68 toward Bullhead City. Turn left onto Bullhead Pkwy.

9. **Host Hotel**

The Days Inn By Wyndam, 1126 Hwy #95 Bullhead City, AZ 86429 will be host hotel. The special rate of \$74.50 including breakfast, free wi-fi and no resort fees has been established. These rooms will not last long. Call 928-404-1914 or 928-754-3000, ask for the special room rate and mention group home show rate. Call NOW rooms book up fast.

10. **Show Rules**

- ◆ Helium balloons, glitter and confetti are **NOT allowed**.
- ◆ Distribution of all food samples must have prior show management approval.
- ◆ All booth carpet must be taped to the floor with **clear tape only** (no duct tape).
- ◆ No open flames are allowed.
- ◆ In consideration of your neighbors, please keep amplification low at this show.
- ◆ All Garden Landscape and anyone using concrete bricks must put plastic down before setting up their display on the plastic.
- ◆ Spa companies and all displays requiring water must have everything filled by 8:00am Friday; **NO EXCEPTIONS**. If you need to refill your display, it must be done after the show closes each evening.
- ◆ No gum or sunflower seeds allowed inside facility.
- ◆ Tobacco, vaping, smoking, alcoholic and illegal drug use is strictly prohibited.

11. **Booth Display**

Oversized items blocking the view or viewing angle of other booths are not allowed and will be removed. Nothing may be attached to the walls or columns of the building. Exhibitors will be charged by the venue for any damage to the building due to their own actions.

Please work within your booth. Do not block, solicit or sell in the aisles. All materials, merchandise and personnel must be in your booth. We recommend you do not consume food or drink alcohol in your booth during show hours.

12. **Fire Precautions**

Tents and canopies are not allowed unless they have an official State Fire Marshall Seal of Approval and a dated registration number attached to the unit. **NO EXCEPTIONS. Exhibitors who have covered or enclosed displays must have a fire extinguisher on hand during the entire show**, make prior arrangements. All cooking demonstrations must have a fire extinguisher without exception. No open flames allowed. All cooking must be done on electric grills.

13. **Exhibitor Attendance**

At NO TIME DURING SHOW HOURS should you leave your booth unattended. Exhibitor's booths must be manned during the entire period of the show.

14. **Security**

The building will be locked nightly for inside security. However, there is NO security outside. We do however advise exhibitors to make arrangements to secure their valuables. We do not assume any responsibility for loss or damage to the property of any exhibitor. Small, easily removed, or fragile articles should be removed nightly for safekeeping.

15. **Passes/Coupons**

25 passes for free admission will be mailed to you under separate cover. Please distribute to your customers, family, prospects or use for B-backs during the show. **Do not** distribute outside the venue. If you require additional passes (while supplies last), please call our office at 800-690-1993.

16. **Exhibitor Badges**

Exhibitor badges will be available at check-in.

17. **Parking**

All parking is FREE. However, please park in the rear save the front parking for attendees, your customers.

18. **Local Sales Tax**

As of now the area sales tax 7.60%, however please check to be sure.

19. **Business License**

No permit is required.

20. **Temperature**

Because of the fluctuation in temperature from air-conditioning, heat, the season and weather, it is strongly suggested that you wear layered clothing and bring a light jacket.

21. **Phones**

Hard wired phone lines for your booth are NOT available.

22. **Electrical**

Normal electrical, up to 50 Amps is available, please order in advance. 110 volt is \$25 per day, 30 amp is \$50 per day and 50amp is \$75 per day. Call the venue for more information at 928-219-3030 or complete the on line order form.

Exhibitors must supply their own cords, cables and connectors to electric hook-up. Only electrical power strips and surge protectors with UL approval seal may be used, NO light duty extension cords allowed.

23. **Show Vehicles**

Contact your show manager for display information.

24. **Questions**

If you have any questions during move-in, move-out, or during the show concerning your exhibit or electricity, please contact the show decorator at their booth location. If you have questions concerning other show matters, please contact the show management office in the facility.

25. **Show Insurance**

If you have not supplied us with a Certificate of Liability Insurance listing American Shows Inc. as additional insured, please do so now by fax. Just call your insurance company, or any other company you would like and add American Shows Inc. as an additional insured. Use any insurance company, or call SIS at 800-457-2231 or ACI at 800-678-0062 for quotes.

SPECIAL NOTE – TIME ZONE REMINDER: *The ANDERSON FIELDHOUSE is located in Arizona. California and Nevada are hour behind the show location. .*

26. **Move-Out Procedures**

IN ORDER TO MAKE THIS A SMOOTH AND EASY MOVE OUT,
PLEASE FOLLOW THESE INSTRUCTIONS:

DO NOT BREAK DOWN YOUR BOOTH/DISPLAY UNTIL AFTER THE SHOW CLOSSES AT 4:00PM, SUNDAY. NO EXCEPTIONS.

Once your booth / display is broken down and packed, you may exit at any door. If you need to load your vehicle in the loading area, please proceed, **after your booth is packed and ready to be moved out.**

If the loading area is full, please wait in a single line for the next available space. Please note, **NO vehicles will be permitted in the loading area or in line if your display is not packed up.**

Move out hours are Sunday from 4:01pm until 10:00 pm and Monday from 7:00 am until Noon. Move out must be completed by noon Monday, no exceptions. If you have large items in your booth, think about early Monday morning pick up.