



PAGE TWO

**THE ANNUAL EASTERN PA FALL HOME SHOW – OCTOBER 22-23, 2011  
AG HALL ALLENTOWN FAIRGROUNDS, ALLENTOWN PA**

**PARKING: PARKING IS FREE FOR EXHIBITORS AND THE PUBLIC.** WE REQUEST THAT YOU PARK IN THE DESIGNATED EXHIBITOR LOTS. PARKING AROUND THE BUILDING SHOULD BE FOR THE PUBLIC ONLY.

**SECURITY:** MANAGEMENT WILL PROVIDE SECURITY DURING THE EXPO. NO ONE HAS ACCESS TO THE SHOW AFTER HOURS. NEITHER MANAGEMENT NOR THE EXPO CENTER GUARANTEES EXHIBITORS AGAINST LOSS OF ANY KIND. SEE YOUR INSURANCE AGENT FOR OFF PREMISE INSURANCE. SMALL OR VALUABLE MATERIALS SHOULD BE PACKED OR COVERED AT NIGHT.

**VIP GUEST PASSES:** EACH EXHIBITOR IS ALLOWED SIX (10) VIP GUEST PASSES, TO BE USED FOR CLIENTS OR FAMILY. EACH PASS IS GOOD FOR ONE ENTRY ONLY.

**EXHIBITOR BADGES:** EACH EXHIBITOR IS ALLOWED SIX (6) BADGES PER EXHIBITOR WHICH ARE GOOD ALL WEEKEND, AND ARE TO BE USED FOR BOOTH STAFF, **NOT FAMILY AND FRIENDS!** PLEASE COMPLETE THE ATTACHED FORM LISTING THOSE WHO WILL NEED BADGES. **BADGES WILL BE AVAILABLE AT THE SHOW OFFICE DURING EXHIBITOR MOVE-IN.**

**HOTELS:** THESE HOTELS OFFER THE FOLLOWING RATES:

- *Hilton Garden Inn Allentown Airport 1787-B Airport Road Allentown, Pa 18109  
(p) 610-443-1400 (f) 610-443-1419  
[www.allentownairport.stayHGI.com](http://www.allentownairport.stayHGI.com) - Look for Advanced Purchase Rate (up to 15% off*

**NOTE FROM FIRE MARSHALL:** OPEN FLAMES OF ANY KIND ARE NOT ALLOWED, INCLUDING INCENSE, CANDLES, STERNO OR ANY ITEM THAT PRODUCES A FLAME OR HEAT. NO ENCLOSED TENTS OR ROOFED STRUCTURES PER FIRE MARSHALL.

**EXHIBIT VEHICLE REGULATIONS:** EVERY VEHICLE PARKED INSIDE AG HALL MUST HAVE LESS THAN ¼ TANK OF GAS OR 5 GALLONS, ONE BATTERY CABLE DISCONNECTED AND TAPED, THE GAS TANK SEALED WITH TAPE OR LOCKED, KEY MUST REMAIN ON THE PROPERTY, REFUELING TO BE DONE OFF SITE & ALL LIQUID PROPANE TANKS MUST BE REMOVED FROM THE EXPO CENTER IMMEDIATELY AFTER USE.

IF YOU HAVE ANY QUESTIONS AT ALL PLEASE DO NOT HESITATE TO CALL CHARLEE AT 860.918.0891 DIRECTLY.

PAGE THREE

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BOOTH PAYMENT FORM

**BOOTH FEES:** ALL FEES ARE DUE BY OCTOBER 5, 2011. PAYMENTS MADE AFTER THAT DATE MUST BE BY CASH, CERTIFIED CHECK OR CREDIT CARD. A STATEMENT IS ENCLOSED. USE THIS FORM TO PAY BY CREDIT CARD.

COMPANY NAME: \_\_\_\_\_

\_\_\_\_ ENCLOSED IS MY CHECK FOR BOOTH PAYMENT

\_\_\_\_ PLEASE CHARGE MY CREDIT CARD # \_\_\_\_\_

AMOUNT AUTHORIZED \$ \_\_\_\_\_ EXPIRATION DATE: \_\_\_\_\_

SECURITY CODE \_\_\_\_\_ (Last 3 Digits on reverse side of card except AMEX – 4 digits front right center)

BILLING ZIP CODE \_\_\_\_\_ AUTHORIZED SIGNATURE \_\_\_\_\_

**EXHIBITOR SERVICE PRE-ORDERS**

\_\_\_\_ YES - 6' TABLE & (2) CHAIRS PER COMPANY

(CHECK IF NEEDED) **TABLE MUST BE PRE-ORDERED**

\_\_\_\_ YES - ELECTRICITY BASIC SERVICE 500 WATTS - \$75.00

(CHECK IF NEEDED)

\_\_\_\_ YES – INTERNET SERVICE – CALL AG HALL 610-433-7541

([www.ptd.net](http://www.ptd.net) is the service provider)

\_\_\_\_ YES – Forklift Charge - \$75 pick charge (\$150 in and out) call 860-918-0891 to order

(CHECK IF NEEDED)

\_\_\_\_ YES RECIPROCAL HYPERLINK INFO \_\_\_\_\_

Links to [www.jenksproductions.com](http://www.jenksproductions.com) (JENKS LINK MUST BE ON YOUR WEBSITE)

**EXHIBITOR BADGE LIST - (6 PER EXHIBITOR) AVAILABLE AT SHOW REGISTRATION DESK**

PLEASE PROVIDE A LIST OF NAMES OF THOSE PEOPLE WHO WILL NEED AN EXHIBITOR BADGE TO WORK YOUR BOOTH AT THE SHOW:

1. \_\_\_\_\_

6. \_\_\_\_\_

2. \_\_\_\_\_

7. \_\_\_\_\_

3. \_\_\_\_\_

8. \_\_\_\_\_

**RETURN THIS FORM TO:**

**JENKS PRODUCTIONS, INC**

100 Great Meadow Road Suite 702.

WETHERSFIELD, CT 06109

800-955-7469 X305 (outside CT) 860-563-2111 X305

**860-918-0891 Direct Line**

[CHARLEE@JENKSPRODUCTIONS.COM](mailto:CHARLEE@JENKSPRODUCTIONS.COM)

[charlee@showevent.com](mailto:charlee@showevent.com)

FAX THIS FORM TO US AT 860-563-3472!

THANKS FOR YOUR PAYMENT! SEE YOU AT THE EASTERN PA FALL HOME SHOW!

VISIT US ONLINE AT [www.jenksproductions.com](http://www.jenksproductions.com)