

# THE 20<sup>th</sup> ANNUAL CONNECTICUT PET EXPO

## October 8-9, 2011

### CONNECTICUT CONVENTION CENTER, HARTFORD, CT

**LOCATION:** CONNECTICUT CONVENTION CENTER, 100 COLUMBUS BLVD., HARTFORD, CT, 06106-  
LOCATED OFF I-91 EXIT 29A (CAPITOL AREA EXIT) MERGE ONTO WHITEHEAD HWY, TAKE COLUMBUS  
BLVD EXIT THEN RIGHT ON COLUMBUS BLVD. CTCC PARKING GARAGE ON RIGHT. ELIZABETH SMITH IS  
THE CTCC CONTACT AND CAN BE REACHED AT: 860-728-2656/FAX 860-249-6161. CONTACTS FOR JENKS  
PRODUCTIONS INC. ARE MONICA HALL 860-563-2111 X 301 & DENNIS JENKS 860-563-2111 X302

**EXHIBITOR SET-UP MOVE-IN HOURS:**

**FRIDAY, OCTOBER 7 : 12:00 Noon – 7:00PM**

**NO PERSONAL PETS ALLOWED UNLESS NECESSARY TO YOUR EXHIBIT**

**MOVE OUT: SUNDAY, OCT.9 – 5:00 PM – 10:00 PM**

**SHOW HOURS: EXHIBITOR ACCESS – 1 HOUR PRIOR TO SHOW**

SATURDAY OCT.8 – 11AM – 6PM

SUNDAY, OCT.9 - 11AM - 5PM

**NOTICE! PER THE FIRE MARSHALL:** THE SHOW CLOSSES AT 5PM SUNDAY. THIS MEANS NO ONE WILL BE  
ALLOWED TO DISMANTLE OR REMOVE ANY PORTION OF THE BOOTH UNTIL THAT TIME. AS LONG AS  
THERE IS PUBLIC IN THE BUILDING, IT IS YOUR OBLIGATION BY CONTRACT TO PRESENT A FULL AND  
COMPLETE DISPLAY UNTIL THE SHOW IS OFFICIALLY CLOSED. YOUR COOPERATION IS MUCH  
APPRECIATED! FIRE MARSHALL RULES AVAILABLE ON [WWW.CTCONVENTIONS.COM](http://WWW.CTCONVENTIONS.COM)

**ALL MATERIALS MUST BE OUT BY 10 PM SUNDAY. SECURE YOUR DISPLAY IF YOU LEAVE ANYTHING!  
NEITHER JENKS PRODUCTIONS NOR THE CONVENTION CENTER ARE RESPONSIBLE FOR ANY ITEMS  
LEFT. DISTRIBUTION OF BROCHURES OR OTHER MATERIALS IS NOT PERMITTED OUTSIDE A PAID  
BOOTH.**

**MOVE IN INSTRUCTIONS:**

**ALL EXHIBITORS LIMITED TO (3) MOVE-IN HELPERS - CHECK IN AT REGISTRATION TABLE BY LOAD IN  
DOOR.**

1. ALL BOOTHS MUST BE PAID IN FULL BEFORE YOU ARE ALLOWED TO MOVE IN.
2. AFTER CHECK IN AT SHOW OFFICE, GO TO THE LOADING DOOR NEAREST YOUR BOOTH.
3. BE SURE TO BRING DOLLIES OR HAND TRUCKS FOR MOVE-IN.
4. NO MECHANICAL MATERIAL HANDLING EQUIPMENT IS ALLOWED IN THE HALL.
5. NO MOVE-IN IS ALLOWED THROUGH THE MAIN ENTRANCE.
6. FORKLIFT SERVICE CAN BE RENTED FROM DEMERS EXPO SERVICES.
7. ANY COMMERCIAL DELIVERIES OR VEHICLES OVER 14' WILL BE SUBJECT TO MATERIAL HANDLING CHARGES .VEHICLES UNDER 14' WITH 3 OR LESS PERSONAL MAY UNLOAD WITH NO CHARGES.
- 8.DETAILED INFORMATION IS AVAILABLE AT THE CT CONVENTION CENTER WEBSITE  
[http://www.ctconventions.com/exhibitors/order\\_services/index.php](http://www.ctconventions.com/exhibitors/order_services/index.php) CLICK ON EXHIBITORS
9. DIRECTIONS TO CONVENTION CENTER AND LOADING DOCK –MAP INCLUDED

**DISPLAY & DECORATING:** DEMERS EXPO SERVICES, SCOTT LING, 151 A PARK AVENUE, EAST HARTFORD, CT 06108, 860-882-0003 FAX 860-761-0070, EMAIL SLING@NTPLX.NET. DEMERS HAS SENT YOU A KIT TO ORDER DISPLAY MATERIALS. DEMERS WILL PRINT BOOTH SIGNS, SO PLEASE CONFIRM THE CORRECT SPELLING OF YOUR COMPANY NAME.

**\*\*TABLES, CHAIRS AND ELECTRICITY ARE NOT INCLUDED WITH THE BOOTH!\*\***

**IF YOU SHIP MATERIALS IN ADVANCE OF THE SHOW DIRECTLY TO THE CT CONVENTION CENTER YOU WILL BE CHARGED SHIPPING AND HANDLING FEES. PLEASE CALL JENKS PRODUCTIONS FOR INSTRUCTIONS PRIOR TO SHIPPING SHOW MATERIALS.**

**ALL EXHIBITOR SERVICES**

INCLUDING: ELECTIC, TELECOMMUNICATIONS, INTERNET, WATER, COMPRESSED AIR, BOOTH CLEANING, ETC ARE AVAILABLE AT [http://www.ctconventions.com/exhibitors/order\\_services/index.php](http://www.ctconventions.com/exhibitors/order_services/index.php) CLICK EXHIBITOR TAB, ORDER SERVICES AND APPROPRIATE SERVICE NEEDED.

**PLEASE RETURN COMPLETED FORMS TO: THE CT CONVENTION CENTER, 100 COLUMBUS BLVD., HARTFORD, CT 06106. OR FAX TO 860-249-6161.**

**\*\*CONTACT-OLIVIA MAZZARELLA, EXHIBITOR SERVICES MANAGER. PHONE: 860-728-2605\*\***

**NO SMOKING OR EATING IN YOUR BOOTHS!**  
**ONSITE CONCESSIONS AVAILABLE**  
**NO OUTSIDE FOOD DELIVERIES ALLOWED**  
**NO FOOD OR BEVERAGE SAMPLING**

**SECURITY:** MANAGEMENT WILL PROVIDE SECURITY DURING SHOW HOURS. NO ONE WILL HAVE ACCESS TO THE SHOW AFTER CLOSING HOURS. NEITHER MANAGEMENT, NOR THE CT CONVENTION CENTER CAN GUARANTEE 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 (4) 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 COMPANY WHICH ARE GOOD ALL WEEKEND AND ARE TO BE USED FOR YOUR BOOTH STAFF, **NOT FAMILY AND FRIENDS!** PLEASE COMPLETE THE ATTACHED FORM WITH THE NAMES OF ALL STAFF MEMBERS WHO NEED A BADGE. THEY WILL BE HELD AT THE SHOW OFFICE FOR PICK-UP.

**SHOW GUIDE & ADVERTISING OPPORTUNITY:**

**HOTELS:** THESE HOTELS OFFER RATES FOR EXHIBITORS. IDENTIFY YOURSELVES AS EXHIBITORS OF JENKS' HOME SHOW TO GET THESE RATES.

- **CROWN PLAZA HARTFORD DOWNTOWN** - 860-549-2400 \$89 SINGLE/DBL – 50 MORGAN STREET, HARTFORD CT 06120. (Pet Friendly)
- **SUPER 8 MOTEL** - 860-246-8888 \$54.99 INCL TX SINGLE, \$60.00 INCL TX DBL - 57 WEST SERVICE RD. (Pet Friendly)HARTFORD, CT USE CODE:
- **MARRIOTT**- 860-249-8000 located closest to The CT Convention Center ( call for rate's)
- **AMERICA'S BEST VALUE INN**- 860-724-0222 \$55.99-\$75.99 + Tax
- **HOLIDAY INN EXPRESS** – 860-525-1000 (Call for Rates)SINGLE/DBL; JR SUITE
- 185 BRAINARD ROAD, HARTFORD, CT 06114. RATES INCLUDE DELUXE FULL BUFFET BREAKFAST
- **HARTFORD PLAZA HOTEL**- 860-528-9703 \$89.00 +Tax SINGLE/DBL ( Pet Friendly)