

**Application for exhibit space**

**ROCKFORD, IL HOME SHOW, "ISC" EXPO - FEBRUARY 23-24-25, 2018**

Application is hereby made to Showtime Productions for exhibit space at the above named expo. This application, when accepted by Showtime Productions LLC, as indicated by their signature on this application, will constitute our contract with Showtime Productions for exhibit space.

COMPANY \_\_\_\_\_ NAME \_\_\_\_\_ TITLE \_\_\_\_\_  
 ADDRESS \_\_\_\_\_ PHONE: ( ) \_\_\_\_\_ CELL #: ( ) \_\_\_\_\_  
 CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_ E-MAIL \_\_\_\_\_

**Exhibitor Space Rates**

- 10' X 10' or 9' CORNER BOOTHS.....\$670 (Add'l booths \$550)
- ALL OTHER 10' X 10', 9' or 8'.....\$620 (Add'l booths \$550)
- 10' X 6' CORNER BOOTHS.....\$495 (Add'l booths \$395)
- ALL OTHER 10' X 6's .....\$435 (Add'l booths \$395)
- 14' X 10' or 9' BOOTHS.....\$815 --Corner, additional \$50
- 13' X 10' or 9' BOOTHS.....\$800 --Corner, additional \$50
- 18' X 10' or 9' BOOTHS.....\$1130--Corner, additional \$50
- UNIQUE SHAPED BOOTHS: #108...#110, #142, #144, #156, #154.....\$515

**NO REDUCED RATE ON ADDITIONAL CORNER BOOTHS**  
**BOOTHS HAVE AN 8' DRAPED BACK WALL & 3' DRAPED SIDE RAILS**

**1st CHOICE BOOTH # \_\_\_\_\_ 2nd CHOICE BOOTH # \_\_\_\_\_**

Cancellation and refunds will be made up to midnight, January 4, 2018. After that time and date, no refunds will be made for cancellation. A \$50.00 minimum processing fee will be assessed on all cancellations.

**WE PLAN TO EXHIBIT THE FOLLOWING PRODUCTS/BRANDS:** \_\_\_\_\_

**ELECTRICAL CHARGES:** Electrical charges are **\$59.00 for one drop**, up to (1500 watt) drop and **\$40.00 for each add'l drop**. Exhibitors supply extension cords within booth. **110 Volts, 220 Volts 3 phase: \$170.00.** IMPORTANT: Advise if voltage drop may effect equipment.

ELECTRIC WILL BE USED FOR: (TV, LIGHTS, ETC.) \_\_\_\_\_ AMPS REQUIRED (IF YOU KNOW) \_\_\_\_\_ Electric Due \_\_\_\_\_

**BOOTH DRAPE COLORS FOR THIS YEARS HOME SHOW WILL BE GOLD AND WHITE**

Wooden Table (Unskirted), . . . . 30" high x 8' 6' 4' <u>CIRCLE SIZE</u> . . . . .	\$29	Quantity _____	Amount Due _____
Table Skirting ONLY---3 sides Blue White Red Gold <u>CIRCLE COLOR</u> . . . . .	\$33	Quantity _____	Amount Due _____
Table Skirting ONLY---4 sides Blue White Red Gold <u>CIRCLE COLOR</u> . . . . .	\$42	Quantity _____	Amount Due _____
Skirted Table 42" high x 8' 6' 4' Blue White Red Gold <u>CIRCLE SIZE &amp; COLOR</u> . . . . .	\$56	Quantity _____	Amount Due _____
Standard Padded Folding Chairs. . . . .	\$9	Quantity _____	Amount Due _____
High Bar Chairs . . . . .	\$30	Quantity _____	Amount Due _____
Easel - Limited Number . . . . .	\$20	Quantity _____	Amount Due _____
Miscellaneous. . . . .			Amount Due _____
FORK LIFT. . . . . ONE TIME CHARGE FOR MOVE-IN & MOVE-OUT. . . . .	\$35		Amount Due _____
Sponsorship Opportunities...Billboard - Direct Mail - Entertainment - Other <u>CIRCLE ONE, SEE ATTACHED FOR COST</u> . . . . .			Amount Due _____

**4 WEEKEND PASSES, GOOD FOR THE ENTIRE SHOW, ARE GIVEN TO EACH BOOTH.**  
 ADDITIONAL WEEKEND PASSES \$8.00, QUANTITY \_\_\_\_\_ ONE DAY PASSES \$4.00, QUANTITY \_\_\_\_\_

**NOTE: BOOTHS MAY NOT EXCEED 8FT IN HEIGHT AT REAR OF BOOTH. THE SIDES OF DISPLAY MAY NOT EXTEND TOWARD THE AISLE MORE THAN 4 FT.**

Total Passes. . . . .	\$ _____
Total Fixture/Electric/Sponsorship Due . . . . .	\$ _____
Total Exhibitor Space Due . . . . .	\$ _____
Grand Total Due . . . . .	\$ _____
50% due to reserve your booth. . . . .	\$ _____
100% Balance Due Prior to JANUARY 5, 2018. . . . .	\$ _____

\*All fixture orders must be made 5 days prior to set up dates. Any order taken during set up is subject to a \$5.00 additional fee per item.  
 \*\* ALL TABLES MUST BE SKIRTED! This is to cover the table legs and merchandise that would be stored under the table.  
 \*\*\*10 DAYS PRIOR TO SHOW, ALL PAYMENTS MUST BE IN CASH, CERTIFIED CHECK OR MONEY ORDER .

**AGREEMENT AND SHOW RULES:**

Exhibitor shall not assign, sublet or apportion the whole or part of the space assigned him, unless otherwise arranged with Show Management. All orders for future delivery and/or distribution of advertising materials must be conducted in a dignified manner within confines of exhibitors booth. Showtime Productions, Inc. reserves the right to reject an application prior to the show or to remove any material it deems not in keeping with the image of the show. NOTE: The producers, staff, and/or the Indoor Sports Center will not be responsible for the safety of exhibits, exhibitors, or their employees against robbery, theft or damage by fire, or any other cause, or injury to any person or article. In all cases, the exhibitors wishing to insure their goods must do so at their own expense. It is agreed that the exhibitors will indemnify and hold harmless the producers, staff and/or Indoor Sports Center from all liabilities arising out of the negligence of the exhibitor. This application must be submitted, bearing the authorized signature, accompanied by deposit payment to: SHOWTIME PRODUCTIONS, LLC, P.O. BOX 510228, MILWAUKEE, WI 53203, PHONE (815) 871-7469. Web Site: www.showtimeproduction.net

**EXHIBITOR WILL CARRY APPROPRIATE LIABILITY INSURANCE TO COVER THE ABOVE INDEMNIFICATION AGREEMENT AND HAVE A COPY SENT TO SHOWTIME PRODUCTIONS.**

**EXHIBITOR SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_**

**We hereby accept the above application-----FOR OFFICE USE ONLY**

Exhibit Space Assigned \_\_\_\_\_ Booth Price \$ \_\_\_\_\_  
 Date \_\_\_\_\_ By \_\_\_\_\_ Showtime Productions, LLC

**A DETAILED TIP SHEET WILL BE SENT 2 - 3 WEEKS PRIOR TO SHOW WITH MOVE-IN TIMES**

SET-UP...We will have exact times for area's to move in. Your cooperation in following these instructions is essential and will be mailed prior to the show.

**SHOW HOURS**

Friday, FEBRUARY 23 ..... 3:00 p.m. to 8:00 p.m.  
 Saturday, FEBRUARY 24..... 10:00 a.m. to 7:00 p.m.  
 Sunday, FEBRUARY 25..... 11:00 a.m. to 5:00 p.m.

**No Exhibitor to dismantle their exhibit before 5:00p.m. SUNDAY**  
**ANY EXHIBITOR LEAVING PRIOR TO 5PM SUNDAY WILL BE SUBJECT TO A \$100 FINE.**

**EXHIBITS SENT TO THE INDOOR SPORTS CENTER "ISC"**

Must be marked for the shipper to deliver set-up day - FEBRUARY 22, 2018 ONLY

If there is any problem with this, contact Showtime Productions

Shipping address: Indoor Sports Center

C/O Rockford Home Show 8800 E. Riverside Blvd., Loves Park, IL 61111

**COMPRESSED GAS:** To prevent escape to the ceiling, helium filled balloons and similar objects are not permitted to be distributed inside the "ISC". If balloons are to be used for display, they must be properly secured. If balloons do escape to the ceiling, additional cleanup fees may be charged. NO HELIUM BALLOONS PERMITTED AS HAND OUTS.

**COMBUSTION ENGINES:** Fuel tanks shall not exceed 1/4 tank or 5 gallons (whichever is less) of fuel. Fuel tanks and fill opening are to be closed and locked so as to prevent tampering. The electrical system shall be de-energized by the removing of the battery, the cables or disconnecting the cables and covering with electrical tape or other insulating material.

**FREE FOOD AND DRINK:** If this is your product line, you may give a "Taste" away. Check with Showtime for proper "Taste" sizes before the event. HEALTH DEPT FOOD PERMIT is required. For Health Permit forms call Showtime, 815.871.7469. Gas powered cooking devices and grease laden vapor devices (deep fryers) are prohibited from use in the facility. Booths containing cooking and warming devices MUST HAVE FIRE EXTINGUISHER readily available for use. Fire extinguishers must be fully charged and in operable condition.

