

# Tidewater BOAT SHOW

**Show Hours:**  
**March 26 - 28, 2010**  
Friday Noon - 8 pm  
Saturday 10 am - 8 pm  
Sunday 11 am - 5 pm

Dear Bulk Space Exhibitor:

Enclosed is information about the Tidewater Boat Show.  
Please read over ALL the information carefully.

You will find the following enclosed:

- Rules and Regulations
  - which detail hours, take down times, and general exhibit guidelines.
- Forms to order
  - tables, carpet, chairs, etc. (**to be returned to Exhibits, Inc. - NOT to Affinity Events**)
  - discount tickets

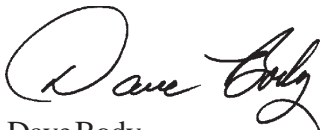
If you broker boats or sell any type of watercraft, you must be licensed by the Virginia Department of Game and Inland Fisheries. Anyone who will be working the displays should have a Salesman's License ready to show, if necessary. If you have any questions, please call our office.

**As soon as you can** complete your paperwork, please send it to the proper office. But, these are the absolute deadline dates for submitting the following:

- February 18** Final payments must be in the office of Affinity Events
- March 3** Rooms must be reserved at the Embassy Suites
- March 13** Phone and Electrical orders; Rigging requests must be returned to HRCC
- March 13** Forms must be returned **to Exhibits, Inc.** for tables, carpet, chairs, etc.

If you have any questions that are not answered here, please call our office at 804-425-6556.

Sincerely,



Dave Body





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**March 26 - 28, 2010**  
Friday Noon - 8 pm  
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## RULES AND REGULATIONS

**Bulk Space Exhibitors** may stage boats at the Hampton Roads Convention Center starting Monday, March 22 at 8:00 a.m. Your individual move-in time and a map detailing where and when to stage your boats will be faxed to you several weeks before the show. All displays must be ready by 11 am on Friday. **NO vehicles, hand trucks or carts will be admitted to the buildings on Friday; any items brought into the buildings on Friday must be hand carried.** Trailers will be stored in the "Best Lot" during the show.

### MOVE OUT

All Exhibitors may move out at the close of the show, Sunday, March 28 at 5 pm and continue until 9 pm. Move out will also be Monday, March 29, starting at 8 am. **All displays must be removed by 2 pm Monday.**

### EXHIBITOR PASSES

Ten show generic name badges will be given to dealers. You may pick them up at the Show Office starting Thursday, March 25 at Noon.

### LODGING

Rooms are available for a rate of \$99 at the Embassy Suites at 757-827-8200 adjacent to the Hampton Roads Convention Center. You may call them directly to make your reservations. You must specify that you are affiliated with Affinity Events' Tidewater Boat Show. The deadline to reserve these rates is **March 3.**

### FORKLIFTS

Affinity Events will provide one 5,000-pound forklift for use at no charge. It is available on a first-come, first-served basis. There will be no marine lift at the show.

### TABLE/CARPET RENTALS

Enclosed is a rental order form from Exhibits, Inc. They are the official supplier of draped and undraped tables, carpet and additional backdrops. Each booth is supplied with an 8 foot backdrop and 3 foot side rails at no charge. You must return the order form to Exhibits by **March 13** in order to qualify for the advance purchase prices. Exhibits' phone number is (804) 788-4400.

### ELECTRIC & TELEPHONE

If you need electrical service, you will have to order it from HRCC. A form is enclosed. Keep in mind that you can plug multiple lights, VCRs, etc. into one outlet. You must provide your own power cords. Installation of a phone in your booth is available through the HRCC. **To get the advance order pricing for phone and electric installation, you must complete the enclosed form and return it with payment to HRCC by March 13.** Pay phones are available at several locations in the show buildings.

### BANNERS

If you wish to hang any banners from the ceiling, you must contract through the HRCC for rigging. A form is enclosed. In order to receive the advanced price, your order must be placed by **March 13.**

### GENERAL EXHIBIT GUIDELINES

**Fuel tanks shall be filled to no more than 1/4 capacity.** Batteries must be disconnected at all times while in the building. No engine can be run during the exhibition. **All LP gas tanks that have ever contained propane must be removed. Only tanks which have never contained any amount of LP gas will be allowed.** These will be inspected by the Fire Marshal. All decorative material is to be flame retardant in a manner satisfactory to the Fire Marshal. The Fire Marshal shall inspect the exhibits prior to the opening and at other times during the show.

Our staff people can be reached at 804-425-6556 - they can answer most of your questions and can contact us during set up times.

## To Boat Dealers:

Following is VERY IMPORTANT information regarding our coming boat shows. Please review this information carefully.

### For the Tidewater Boat Show:

**There must be 1/4 tank or less of gas in all boats.**

*If even one boat is found to violate this rule,  
the show will **NOT BE ALLOWED TO OPEN.***

**In ALL boat shows,  
battery cables must be disconnected.**

We look forward to working with you toward another season of successful shows. Please call our office if you have any questions.

Sincerely,



Dave Body

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Dave Body





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## **RULES AND REGULATIONS**

Booth Exhibitors may move in on:

- Thursday, March 25 from Noon until 6 pm
- Friday, March 26 from 8 am until 10 am

All displays must be ready by 11 am on Friday. There will be limited vehicle access on Thursday. If you have large or specialty items, please contact us in advance to arrange for move in. **NO vehicles, hand trucks or carts will be admitted to the buildings on Friday; any items brought into the buildings on Friday must be hand carried.**

### **MOVE OUT**

All Exhibitors may move out at the close of the show, Sunday, March 28 at 5 pm and continue until 9 pm. Move out will also be Monday, March 29, starting at 8 am. **All displays must be removed by Noon on Monday.**

### **EXHIBITOR PASSES**

Six show name badges will be given to exhibitors.

### **LODGING**

Rooms are available for a rate of \$99 (plus tax) at the Embassy Suites at 757-827-8200 adjacent to Hampton Roads Convention Center. You may call them directly to make your reservations. You must specify that you are affiliated with Affinity Events' Tidewater Boat Show. The deadline to reserve these rates is **March 3**.

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## Discount Ticket Order Form

These tickets are ideal for hand-outs in your showroom for customers who are "not quite ready" to buy, for employees who will not be working the show, for family members of employees, and valued regular customers.

Please send me \_\_\_\_\_ tickets at the advance discount price of \$4 each. (Cost at show - \$7)  
 (how many)

Total enclosed \$ \_\_\_\_\_

**I understand these tickets are NOT to be distributed at the Hampton Roads Convention Center (unless left in "Will Call" at the Show Office).  
*These are non-refundable tickets.***

Send tickets to the attention of: \_\_\_\_\_

At this company: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Return this form **and payment** to:

Affinity Events  
 P.O. Box 4197  
 Chester, VA 23831

**No orders will be filled if received after March 20th.**