

MEGASHOW

Home, Garden, & Business Expo

Dear Exhibitor, Thank you for your participation in our 2021 Mega Show. The safety of our exhibitors and visitors is of paramount importance. We encourage all participants to follow current CDC guidelines regarding masking, social distancing, hand sanitizing, etc. We will take everyone's temperature as they enter. There will be touchless hand sanitizer stations spaced around the building. We will install markings throughout the building to encourage one-way traffic and social distancing. To maintain distancing we need to restrict the total number of people inside the building at any one time so we ask that you limit your staff to 2 per exhibit per shift. There will be no indoor seating for dining. To avoid cross traffic, we ask that everyone when leaving use the exit through the front left corner room. Thank you in advance for your cooperation to help assure a safe and enjoyable Mega Show for all the exhibitors and visitors.

Mega Show hours are as follows:

Thursday March 25th 8:00 AM to 5:00 PM - Open for exhibitor set-up.

Friday March 26th 8:00 AM to 12:00 NOON - Open for exhibitor set-up

1:00 PM –Open for exhibitor entry at the Mega Show Main Entrance.

2:00 PM to 8:00 PM - Mega Show open to the public.

Saturday March 27th: 9:00 AM - Open for exhibitor entry at the Mega Show Main Entrance.

10:00 AM to 8:00 PM - Mega Show open to the public.

Sunday March 28th: 11:00 AM - Open for exhibitor entry at the Mega Show Main entrance.

12:00 noon to 5:00 PM - Mega Show open to the public.

5:00 PM to 7:00 PM - Open for exhibitor tear-down.

Monday March 29th: 8:00 AM to 5:00 PM – Open for exhibitor tear-down.

A great Mega Show experience is as easy as 1 2 3.

Please read and follow these instructions carefully:

1. **Set up your exhibit booth.** *During setup hours preferred access to the building will be from the back door and back overhead door. Each space is marked with a number that corresponds to the floor plan. If we have a sign for you it will be left at your booth. You may take it with you at the end of the show.* Check in at the exhibitor registration office during exhibitor set-up hours to pick up your booth assignment, and exhibitor passes. Exhibitor setup hours are Thursday, March 25th from 8:00 AM to 5:00 PM and Friday, March 26th from 8:00 AM to 12:00 NOON. **Unless otherwise ordered in advance, exhibitors planning to use electricity will have access to 1(one) 120 volt plug-in and should bring their own 25' extension cord.**

2. **Enjoy the Mega Show.** Saturday & Sunday the Mega Show Main Entrance will be unlocked 1 hr early for exhibitors. **To avoid congestion, please plan to arrive at least ½ hour before the show opens to the public.** Please keep your exhibit open until the closing time of the show each day. Get your pass punched on the way in. Get your wrist stamped if you need to leave and return the same day.

3. **Remove your exhibit.** *During tear down hours preferred access to the building will be from the back door and back overhead door* Tear down and move out hours are Sunday, March 28th from 5:00 PM to 7:00 PM and Monday, March 29th from 8:00 AM to 5:00 PM. **Please take your Mega Show booth sign with you..** Anything left behind at the end of tear down hours becomes the property of the Mega Show committee.

Exhibitors are encouraged to promote and conduct their own sweepstakes giveaways at their booth. So that each exhibitor can concentrate on working with their own customers, we strongly discourage exhibitors from going to other exhibitor's booths to solicit.

If you have any questions before or during the show, please contact Karl at 814-431-8617(cell).

We look forward to seeing you at the show.

The Somerset County Mega Show Committee.