Exhibitor Guidelines & Information

JUNE 8-10, 2018

Bradenton Area Convention Center
One Haben Blvd. • Palmetto, FL. 34221

HOURS

Friday, June 8 ..... 10am-6 pm
Saturday, June 9 ..... 10am-6pm
Sunday, June 10 ..... 10am-5pm

SETUP

We have arranged for plenty of extra move in and move out time. Move in times are as follows:

Tuesday , June 5 – Noon – 6 p.m. (*For pre-staging boats in designated areas of the parking lot ONLY. You MUST get instructions from Jim Scilligo before leaving any boats on Tuesday.*)

Wednesday, June 6 – 8 a.m. – 6 p.m. (*Boat dealers only*)

Thursday, June 7 – 8 a.m. – 6 p.m. (all exhibitors.)

All aisles must be clear of boxes, merchandise, equipment, etc. by 5 p.m. Thursday.

TEAR DOWN

Again, we have arranged extra time to move out.

Sunday, June 10 – 5 p.m. – 9 p.m.

Monday, June 11 – 8 a.m. – 5 p.m.

All exhibitors must be off property of the Bradenton Area Convention Center by 5 p.m. on Monday, June 11 — both inside and outside. NO EXCEPTIONS.

FORKLIFT

Exhibitors who wish to make use of the Bradenton Area Convention Center forklift MUST follow the following directions:

- The forklift must be operated by Convention Center staff.
- You need to provide personnel to stand alongside the forklift operator at all times to give him direction.
- Use of the forklift MUST be scheduled with Jim Scilligo in advance.
- There is only one forklift with a ball hitch. This can be used to maneuver boats on trailers. We do not have the equipment to remove boats from trailers.

EXHIBITOR PARKING

Parking is free for exhibitors and attendees.

EXHIBITOR BADGES

You will receive your exhibitor badges when you check in at the registration desk at move in.

Exhibitor badges must be worn for admittance into the entrances without charge or for admittance during non-show hours. Exhibitors are entitled to a specific number of badges in relation to the total number of square feet occupied by the exhibitor.

10x10 booth
4 badges

Multiple booth exhibitors
2 badges for every booth after the first, up to a maximum of 12.

OPEN SPACE

1,000 Sq Ft
6 badges

2,000 sq ft
12 badges

Questions pertaining to the badge procedure should be directed to Jim Scilligo (727) 894-3644.

GENERAL ADMISSION PASSES

As a courtesy to exhibitors, general admission passes good for all weekend are available at the show office at a cost of $2.50 each. They can also be purchased at the registration desk at move in. General admission tickets may be left at the "will call" window at the ticket office. A valid ID must be shown to pick up these passes.

SMOKING

Smoking is prohibited inside the building.

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SECURITY

We will have overnight security outside from 7 p.m. - 7 a.m. beginning Tueday night, June 5. Overnight security will continue through Sunday night, June 10. The building is locked down each night. Exhibitors are not permitted onto the show floor prior to 7 a.m. No overnight admission is allowed. You must have a badge to be admitted into the show for pre-opening set up.

LIABILITY

Bradenton Boat Show, sponsors, the Bradenton Area Convention Center, or any other agency, organization or individual associated with the show assumes no responsibility, nor will they be responsible for loss, theft or damage to any equipment, merchandise or other items at the show.

If you plan to use your own carpet, please consult with shoe management before using any tape on the floor. The removal of said tape will be your responsibility at the conclusion of the Show.

EQUIPMENT, MOTOR VEHICLES, ETC.

The operation of any vehicle or machinery is prohibited without the permission of the show producer. Also prohibited is the use of helium balloons, oils burning fluid, kerosene, naphtha, propane or gasoline for mechanical or other purposes.

BOAT DELIVERY

Boats, trailers, etc, parked in the parking lot prior to and during the Show will be left at the risk of the owners. The Bradenton Boat Show or any other agency associated with the Show shall not be liable for lost damaged or missing property. A move-in schedule with assigned times for each inside open-space exhibitor will be forwarded at least one week in advance of load-in. This does not affect booth exhibitors, only larger, inside open-space exhibitors.

TABLE & CHAIR RENTAL

As a convenience to our exhibitors, these items can be rented from the Bradenton Boat Show. Please download the order form and fax it to 727-894-3654.

All rental costs must be paid in advance.

ELECTRICAL SERVICE

Electrical services MUST be ordered directly from the Bradenton Area Convention Center. Please download the order form and return it directly to the contact at the Convention Center. PLEASE NOTE there is a 50% price increase if you order your power after June 1, 2018.

EARLY DEPARTURES

No booth may be dismantled or equipment removed from the building or outside exhibit areas prior to 5 p.m. Sunday, June 10, unless prior arrangements have been made with show management.

EMERGENCY PHONE

Call Bradenton Area Convention Center at (941) 722-3244. Ask for the show office or leave a message and it will be delivered to the appropriate person.

ACCOMMODATIONS

A list of area hotels is enclosed. A number of restaurants and fast food are available nearby. No food, beverages or alcohol may be brought onto the Convention Center property. This policy will be strictly enforced.

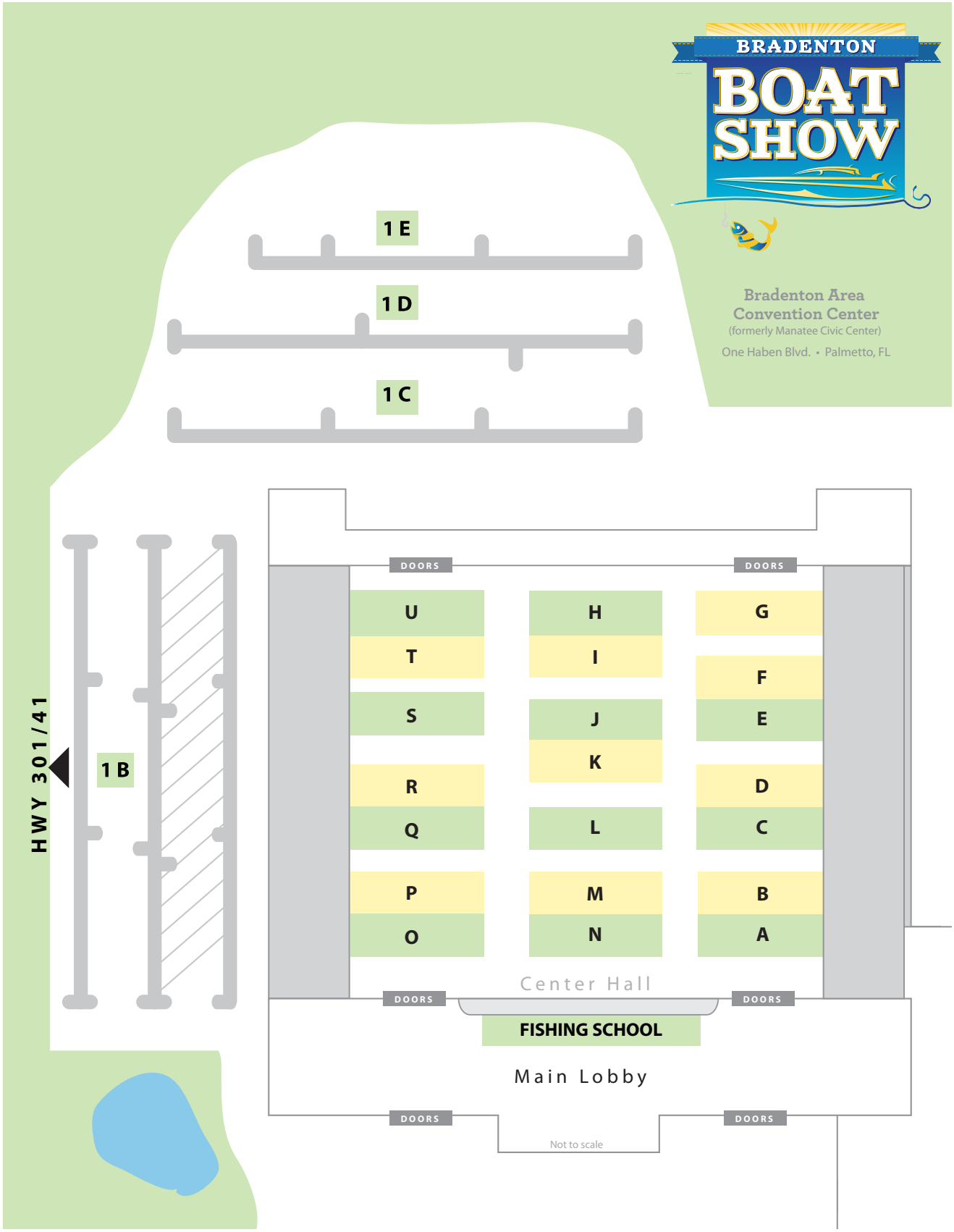
FREIGHT HANDLING

The Bradenton Area Convention Center will accept freight shipments for the show on Thursday, June 7. Exhibitors must make their own arrangements for return freight shipments. The Convention Center does not insure any freight, and all items MUST be out of the building on Monday, June 11.

SPECIAL ARRANGEMENTS/DETAILS

If there are any special arrangements or specific details that we should be aware of, please contact Jim Scilligo at (727) 894-3644 so we can fulfill your request prior to the show. During the show, it will be much more difficult to accommodate such requests.

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DRIVING DIRECTIONS

Bradenton Area Convention Center

1 Haben Blvd. ● Palmetto, FL 34221

FROM SARASOTA

1. Take US-301 N/N Washington Blvd - Continue to follow US-301 N - go 13.5 mi
2. Turn right onto Haben Blvd - go 0.2 mi
3. Make a U-turn. Destination will be on the left -go 75 ft

FROM TAMPA

1. Take I-75 S toward Naples - 36.7 mi
2. Take exit 224 to merge onto FL-43 S/US-301 S - go 3.2 mi
3. Turn left onto Haben Blvd - go 0.4 mi
4. Take the 1st right to stay on Haben Blvd.
5. Destination will be on the left - go 0.5 mi

FROM ST. PETERSBURG

1. Head south on I-275 N toward
2. Take exit 5 to merge onto FL-55 S/US-19 S toward Palmetto/Bradenton – go 3.5 m
3. Slight left onto FL-55 S/U.S. 41 S/S Tamiami Trail – go 3.5 mi
4. Turn left onto Haben Blvd – go 0.2 mi
5. Make a U-turn. Destination will be on the left – go 75 ft

PREFERRED HOTELS FOR THE BRADENTON AREA CONVENTION CENTER

The Courtyard by Marriott
100 Riverfront Dr. W.
Bradenton, FL 34205

Phone: 941-747-3727

Hampton Inn Ellenton
5810 20th Ct. E.
Ellenton, FL 34222

Phone: 941-721-4000

Hampton Inn & Suites
Downtown Bradenton
309 10th Street West
Bradenton, FL 34205
Phone: 941-746-9400

To see more area accommodations, please visit
www.bradentongulfislands.com

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TO: ALL EXHIBITORS

FROM: SHOW MANAGEMENT

SUBJECT: TAX OBLIGATIONS

In compliance with Florida Department of Revenue regulations, we are responsible for notifying the Department of Revenue of vendors and exhibitors for the show. (It's no secret, as we publish the list online anyway.) We are asking for your cooperation int he following manner:

When you mail the balance of your payment, those of you have a current Department of Revenue tax certificate number, please list it on the invoice. We'll turn a list of vendors into the department with these names and numbers shortly after the show. It will then be your responsibility to report the amount of sales and taxes collected. Write the certificate number of the invoice in the space provided.

The state sales tax for Manatee County (where the show is held) is 6-1/2 percent. You are responsible for the collection of this amount on your sales. You can include sales tax in your pricing or collect it on top of your prices. There is no sales tax on service-related items. To find out if you fall into that category, please contact that department at the number below.

For those of you coming from out of state who may make this your only Florida appearance, don't worry. The Department of Revenue usually provides one of its temporary kits. You pay the annual fee on the spot ($5), then report your sales and collections on a form provided in the kit. Again, this is the responsibility of the exhibitor to file and complete all paperwork.

If you have any questions, contact the Department's Sarasota Office at (941) 361-6001.

BRING A COPY OF YOUR CERTIFICATE TO THE SHOW IN CASE THE DEPARTMENT PAYS A VISIT TO THE SHOW.

BRADENTON BOAT SHOW