

2012

41st Annual Birmingham Boat Show

EXHIBITOR INSTRUCTIONS AND INFORMATION

WHERE: Birmingham-Jefferson Convention Complex
Located at the corner of 19th Street and 9th Avenue North

HOURS:

January 19 th	Thursday	4:00pm – 9:00pm
January 20 th	Friday	Noon – 9:00pm
January 21 st	Saturday	Noon – 9:00pm
January 22 nd	Sunday	Noon – 5:00pm

MOVE-IN: Boat Dealers & Docks see Attached Schedule.

10x10 Exhibitors Only

January 18th Wednesday 9:00am – 4:00pm
January 19th Thursday 9:00am – 11:00am

10x10 Exhibitors are not allowed to move-in before 9:00am Wednesday. Any attempt by booth exhibitors to move-in ON TUESDAY, will result in refusal at the loading door.

If you have not checked in with show management, either by phone or in person, by 5:00pm Wednesday, January 19th, your booth location will be sold at show management's discretion and all deposits will be forfeited. If you are a booth exhibitor, please bring your own dollies. Aisles are extremely narrow and chances are you will not be able to bring your vehicle into the building.

BOAT DEALER STAGING LOT: Free staging - for **MONDAY** only – has been arranged for BOAT DEALERS ONLY on **LOT # 9**. Reference the campus map designated as parking on this website. Remember this is free only on MONDAY Only. After Monday, if you wish, you may Store your empty trailers at your own risk on LOT # 9. However, there will be a per trailer, per day, fee. Please act accordingly and secure your property. All trailer parking arrangements and funds are to be arranged and paid for 2 weeks in advance of the show. Any trailers that have not been paid for and cleared in advance will be towed and impounded. **Staging space is extremely limited.** Please contact Brian McGee – 205.307.3157 – Brian.Mcgee@sheraton.com - at the BJCC for further information. **Please do not call the Boat Show.**

MOVE-OUT: January 22nd - Sunday 5:30pm – 10:00pm (Building will be locked at 10:15pm).

January 23rd - Monday 8:00am – 12:00noon

ALL EXHIBITS MUST BE MOVED OUT BY 12:00noon

AFTER 11:00am, YOU WILL BE CHARGED \$600.00 PER HOUR LATE FEE.

HOTEL: Multi-story Sheraton Civic Center Hotel, adjacent to the Convention Complex and connected by an all weather skywalk. Phone: 205.324.5000. Ask for special Boat Show rate of \$109.00 single/double. Reservations must be made by **January 2nd, 2012.** Please use **www.BirminghamBoatShow.com** to make your online reservations. If you have a problem with your reservation, contact Alex Abenoja – 205.307.3004 – Alexander.Abenoja@Sheraton.com at the Hotel.

SECURITY CAMERAS: The Birmingham Jefferson Convention Complex has installed State of the Art “EYE IN THE SKY” Security Cameras, which are manned and recorded 24/7 by on duty security officials of the BJCC. Shoplifting is a serious crime. Shoplifting by the general public and or exhibitors will not be tolerated and will be prosecuted by the Birmingham Boat Show, Inc., to the fullest extent of Alabama and Birmingham Statutes.

LOADING DOORS: Loading doors for the East Exhibit Hall are located on 11th Ave North, and loading doors for the North Exhibit Hall are located on 9th Avenue North.

PARKING: Parking is located directly under the East Exhibit Hall and the multi-story on-site parking garage. Do not park in, on or around any loading dock or loading door. Any vehicles found illegally parked around the Convention Complex will be towed at owner’s expense.

SHOW OFFICE: During the move-in and throughout the show, the show office will be located at the foot of the escalator in the North Hall. Exhibitors will pick up their badges at this location. 10x10 exhibitors are limited to 4 exhibitor badges. Shift workers can use the Will Call as drop-off points for replacement workers. **Additional Badges are \$10.00 each.**

WILL CALL: A will call window will be manned outside the **East Entrance Only.** If you would like to leave tickets for customers or friends, **put the tickets in a sealed No. 10 business envelope with their name in the upper right hand corner.** If promised tickets cannot be found, the guard will instruct the customer to buy a ticket and present the stub to the exhibitor for reimbursement. **There are no exceptions.** Exhibitors will not be paged to the front entrance to let their customers in or give them tickets.

SPECIAL ADMISSION TICKETS: VIP Tickets will be sold at the Exhibitors Service Desk for \$7.00 each. These are for exhibitors to use to invite special VIP customers as their guests. **Limit 100 tickets per exhibitor. No refunds will be given for unused tickets.** Under Penalty of Law, these tickets cannot be sold or distributed outside the ticket windows of the show, or on adjacent grounds or any other venue.

ELECTRICAL AND TELEPHONE : The BJCC has requested you order your electrical and telephone services on-line. Please go on-line at **www.BJCC.org** For further info, call 205.458.8400

DECORATOR AND SHIPPING: Veal Convention Services - 3016 8th Ave N – Birmingham, AL 35203 – 800-844-8325 or 205-328-1010. Fax: 205-328-1012. Veal Convention Services is the prime contractor for this show. Veal handles all carpet and furniture rentals. They also handle all shipping and storage of exhibits and materials, both into and out of show site. Show Management and Convention Center Staff **WILL NOT** accept any shipments sent directly to show site. Tables and chairs are not included in booth rental. **Exhibitor Kits are available online at www.VealConventionServices.com Use the following: User name – BHAMBOAT and Password – BJCC (use all caps).** If you don’t have access to the internet, call Veal direct. Any exhibitor using exhibitor appointed contractors (forklifts, cranes, trucking companies, outside labor, etc) during this show, must provide show management with a certificate of insurance from that contractor. Veal Convention Services carries the necessary liability coverage, and is the primary show contractor with the ability to perform any task needed at show site.

SIGNS & BANNERS: Exhibitors are prohibited from hanging their own banners or signs. Veal Convention Services will hang all banners and signs for a fee. We highly suggest that due to the increased liability costs for putting up and taking down signs, your company contact David Veal in advance for a cost estimate on sign hanging and taking down.

Exhibitors may order this service using a Utility Service Order form found in the Prime Show Contractors kit from Veal Convention Services.

BALLOONS: Helium balloons and tanks are not allowed in the Birmingham Boat Show.

SMOKING: Smoking is not allowed in BJCC. Smoking area is located on Dock 2 & 4. *See Campus Map & locate Dock 2 & 4 at www.BirminghamBoatShow.Com
Please familiarize yourself with the terms contained in your Exhibit Space Contract and have a great show!

FIRE MARSHAL REGULATIONS:

This pertains to all vehicles, boats and other displays left inside the building on display.

*****FIRE MARSHAL INSPECTIONS WILL TAKE PLACE ON TUESDAY, WEDNESDAY and THURSDAY..**

*****ALL ENGINE PROPS & TRAILER HITCHES CANNOT STICK OUT IN THE AISLES*****

*****SPEED LIMIT INSIDE BUILDING – 5 MPH*****

*****Motorized Vehicles on Display, such as trucks or cars, cannot contain any more than one-quarter tank of fuel*****

1. **ALL STAIRS, RISERS AND DECKS MUST HAVE RAILINGS ATTACHED – INCLUDING BOAT & DOCK DISPLAYS.**
2. **ABSOLUTELY NO FUEL OF ANY KIND ALLOWED IN BOATS. ABSOLUTELY NO LP FUELS ON BOARD.**
3. **Gas tanks must be locked and taped. All batteries must be disconnected and connections duct-taped.**
4. **All decorations will be flameproofed.**
5. **No flammable cleaning fluids or chemicals stored inside the building.**
6. **ABSOLUTELY NO PAINTING OF ANY KIND ALLOWED INSIDE THE BUILDING. The BJCC will charge violators up to \$750.00 per hour for damage repairs.**
7. **All Canopied and or displays with roofs must have a minimum of 4 fully charged fire extinguishers attached within the structure.**
8. **All other Fire Marshal Regulations will be enforced at the Fire Marshal's discretion as deemed necessary.**

2012 BIRMINGHAM BOAT SHOW

BOAT DEALER & DOCK COMPANY MOVE-IN SCHEDULE

**THIS SCHEDULE WILL BE STRICTLY ENFORCED – BE ON TIME AND
DO NOT BE LATE**

NORTH HALL ONLY: **TUESDAY JANUARY 17th, 2012**

- 6:00 am...** **Big Number One Motorsports - Blue Creek Marina – Fredrick’s Marine
Shelby Shores Marine**
- 9:00 am...** **Brech Marine – Simmons Sporting Goods – Tradesman**
- 11:00 am...** **Russell Marine – Sylacauga Marine**

WEDNESDAY JANUARY 18th, 2012

- 9:00am...** **Hide-a-Way Harbor**

EAST HALL ONLY: **TUESDAY January 17th, 2012**

- 6:00am.....** **Airport Marine (# 407 Only) – Grammer Marine – Nelems Marine
Wedowee Marine, American Motor Sports**
- 8:00am.....** **Flotation Systems – Duskin Point Marina - Poorhouse Marine – Rambo
Marine – Skiers Marine (# 412 Only)**
- 9:00am.....** **Airport Marine ***SPACE # 407-A *Except 20’ By Loading Door**
- 10:00am.....** **M&L Docks**
- 2:00pm.....** **Skiers Marine (# 410 Only)**

WEDNESDAY JANUARY 18th 2012

- 8:00am....** **Airport Marine **Back 20’ By Loading Doors**