



**South Carolina RV &
Camping Show
January 4-6, 2019
Greenville Convention Center
(formerly TD Convention
Center)
Greenville, SC**

**EXHIBITOR
KIT**

Exhibitor information

Please note that we have a new format for Exhibitor Information. On our website, simply click on the appropriate tab to order services online or find helpful information. Be sure to order services or book your hotel now to take advantage of special rates. Included are links for:

- Move-In/Out Schedule
- Electric Order Form
- Floorplan
- Show Decorator Services Kit
- Required Forms
- Badge/VIP Ticket Order Form
- Phone/Internet Order Form
- Hotel Information

Show information

Show dates: January 4-6, 2019

Show hours: Friday: 10am – 7pm
Saturday: 10am – 7pm
Sunday: 11am – 4pm

Show location: Greenville Convention Center
One Exposition Dr.
Greenville, SC 29607

Exhibitor fast facts

When is final payment due for exhibit space?

Final payment is due 60 days prior to show opening. All balances on accounts must be paid in full before exhibitors will be allowed to enter or set up in the exhibit hall, **NO EXCEPTIONS.**

Am I allowed to share a booth with another exhibitor?

No. Booth sharing is absolutely not allowed.

What comes with my exhibit space?

Each space is designated with pipe/drape (4ft. high side rails, 8ft. high backdrop). Tables, chairs, etc. are available through the show decorator for an additional charge.

Can I bring my own tables and chairs?

Yes. No additional charge will apply.

Do I need to present my Punch Card for the duration of the show?

Yes. Each exhibitor **MUST** present their Punch Card credentials in order to be admitted on the show floor. These are non-transferable and no one will be admitted onto the show floor without proper credentials.

Do I need to charge sales tax on purchases made at the show?

Yes. Appropriate sales tax must be charged on items sold during the show.

Insurance:

You must update your risk, comprehensive and general liability insurance to cover your vehicles and employees during move-in, the show and move-out. GS Events and TD Convention Center **ARE NOT** responsible for loss or damage of any property. Please fax the Certificate of Insurance to 270-438-4723.

Badge/Punch Cards:

Please see the Exhibitor Admission Form in this kit for the amount of allocated Exhibitor Badge/Punch Cards. Badge/Punch cards are issued at the show. These are used for exhibitors to gain admission to the show, but are not needed for set-up. **Because we use punch cards in lieu of name badges, we suggest you wear your company name badge at the show.**

Electrical Order Form:

If electrical outlets are needed, service can be ordered through the Greenville Convention Center. You can download the forms using the link on our website.

Telephone/Internet:

Telephone and Internet service can be ordered through the Greenville Convention Center. You can download the forms using the link on our website.

Show Decorator/Equipment Rentals:

Hollins Exposition Services is the official supplier of draped and undraped tables, carpet, etc. Each booth is supplied with an 8' fabric backdrop and 4' side rails at no charge. Please click on the Decorator Kit tab to order services.