

Exhibitor Services Manual

Welcome!

18TH ANNUAL
**WESTMORELAND COUNTY
HOME
SHOW**

HOME SHOW SPONSORS



WORLD CLASS
POOL PROS



**Invisible
Fence** Brand

The Brand Vets Recommend Most
for Dog Safety and Freedom



April 13 – 14, 2013
Westmoreland Fairgrounds
Greensburg, PA

Produced & Managed by:

Kelly Simon
EVENT MANAGEMENT

645 East Pittsburgh Street, #357 Greensburg, PA 15601
800-747-5599 724-837-7979 FAX 724-219-3570

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SHOW MANAGEMENT

Kelly Simon Event Management
645 East Pittsburgh Street, #357 • Greensburg, PA 15601
Phone 800-747-5599 • 724-837-7979 • **Fax** 724-219-3570

Kelly Simon **800-747-5599** kelly@simoneventmanagement.com
Stacey Rosa **800-747-5599** stacey@simoneventmanagement.com

SHOW SCHEDULE

SHOW HOURS

Saturday, April 13 **10:00 am – 5:00 pm**
Sunday, April 14 **10:00 am – 5:00 pm**

SET-UP DATES/TIMES:

Friday, April 12 **9:00 AM – 5:00 PM**
Saturday, April 13 **8:00 AM – 10:00 AM**

Exhibitors who require a longer period of time for set-up (landscaping, larger equipment, etc.) may arrange for this in advance. Please call Kelly (800-747-5599) for scheduling.

TEARDOWN DATES/TIMES:

Sunday, April 14 **5:00 PM – 12:00 Midnight**
Your booth must be dismantled and removed by midnight on Sunday, April 14. After that time, anything left behind may be discarded.

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**EXHIBITOR ID BADGES &
ELECTRICAL ACCESS**

FOR EACH BOOTH SPACE, YOU ARE ENTITLED TO THE FOLLOWING NUMBER OF BADGES:

10 X 10	6 Badges	10 X 30 or larger	10 Badges
10 X 20	8 Badges		

PLEASE NOTE THAT CHILDREN UNDER 12 ARE NOT REQUIRED TO HAVE A BADGE OR PASS.

Please PRINT OR TYPE CLEARLY the names of the representatives who will be working at your booth.

Use only the spaces below that coincide numerically with your booth size/badge allowance.

Company Name: _____

- 1. _____
- 2. _____
- 3. _____
- 4. _____
- 5. _____
- 6. _____
- 7. _____
- 8. _____
- 9. _____
- 10. _____

FREE ELECTRIC ACCESS – IMPORTANT – PLEASE COMPLETE

___ YES – We need electric. ___ NO – We do not need electric.

**PLEASE COMPLETE & RETURN BY MONDAY, APRIL 8
VIA FAX (724-219-3570) OR EMAIL (STACEY@SIMONEVENTMANAGEMENT.COM).**

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ON-SITE INFORMATION

ELECTRIC

Standard 110 electric is provided to exhibitors at NO CHARGE. (Please note your electrical needs on page 4 of this manual and return the form to us via Fax 724-219-3570 or email to Stacey@simoneventmanagement.com.) **Exhibitors are reminded to bring their own extension cords and multi-plug outlets – these are not provided by show management.**

SECURITY

The facility will be locked each night 15 minutes after the closing of the show. You are reminded, however, that this is an open booth exposition and that the responsibility for safeguarding your exhibit and your merchandise is yours.

Take these suggested precautions to avoid security problems:

1. Display one-of-a-kind items with appropriate supervision.
2. Cover items nightly, secure valuables that are easily removable or take them with you each night.

TRASH

There will be receptacles throughout the facilities for regular garbage disposal during the Show.

DOLLIES / CARTS / FORKLIFT

Exhibitors are reminded to bring their own dollies and/or carts for transporting displays and merchandise. These are not provided by Show Management. There will be one forklift available for exhibitors' use during set-up/teardown at NO CHARGE.

EXHIBITOR PARKING

Free parking is available for exhibitors inside the fence just behind the buildings.

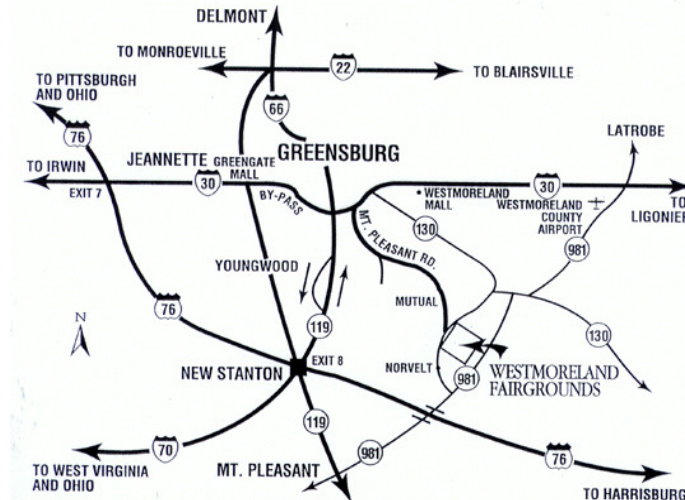
FOOD & BEVERAGE

We are pleased to provide a group of concessions which is being coordinated by our friends at Tony's Novelties for exhibitors and attendees. Dozens of items including sandwiches, specialty and ethnic entrees, desserts and beverages will be available during show hours, and will be provided by several community food vendors. **Exhibitors are also invited to enjoy a continental breakfast both Saturday and Sunday morning from 9:00 am – 10:00 am.**

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DIRECTIONS TO THE FAIRGROUNDS



Westmoreland Fairgrounds
123 Blue Ribbon Lane Greensburg, PA 15601

From Route 22, Delmont and Points North: Take Route 66 to Route 30. Go east on Route 30 to the Greensburg/Mt. Pleasant Exit. Go south six miles on the Mt. Pleasant Road to the Westmoreland Fairgrounds.

From Uniontown and Points South: Take Route 119 North to Greensburg Route 30. Go east on Route 30 to the Greensburg/Mt. Pleasant Exit. Go south six miles on the Mt. Pleasant Road to the Westmoreland Fairgrounds.

From Johnstown, Ligonier, Latrobe and Points East: Take Route 30 West to the Greensburg/Mt. Pleasant Exit. Go south six miles on the Mt. Pleasant Road to the Westmoreland Fairgrounds.

From Ohio, Pittsburgh and Points West: Take the Pennsylvania Turnpike 76 to Exit 7 (Irwin Exit). Go east to Greensburg. Take Route 30 to the Greensburg/Mt. Pleasant Exit. Go south six miles on the Mt. Pleasant Road to the Westmoreland Fairgrounds.

From West Virginia, Ohio and Points Southwest: Take Route 70 to New Stanton. Continue north on Route 119 to the Route 30. Take Route 30 East to the Greensburg/Mt. Pleasant exit. Go south six miles on the Mt. Pleasant Road to the Westmoreland Fairgrounds.

From Harrisburg, Washington DC, Maryland and Points Southeast: Take the Pennsylvania Turnpike 76 to Exit 8 (New Stanton Exit). Take 119 North to Route 30, Take Route 30 East to the Greensburg/Mt. Pleasant Road. Go south six miles on the Mt. Pleasant Road to the Westmoreland Fairgrounds.

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**Exhibitor Co-Op Marketing Programs And Strong Public Relations
ATTRACTS MORE BUYERS FOR YOUR COMPANY**

Please take a look at the promotional items and public relations activities below to see what YOU can do to help us promote and support this **EXCITING** event!



--- FOR YOUR WEBSITE ---
A Personalized Expo Logo
With Your Company Name Is Attached
Please place this logo on your website home page
and link it to www.SimonEventManager.com today!

TWEET, FACE, LINK, TAG AND GOOGLE our EXPO DATES & DETAILS!



If you use Facebook, Twitter, LinkedIn or other social networking, please **SPREAD THE WORD** about our Expo by posting it on *all* of your sites. Although Simon Event Management is in the process of connecting to several of these sites, we're HOPING that you'll use your own individual or company accounts to get the word out—hearing it “through the grapevine” is one of the best ways to relay this news. THANK YOU!



**Last Year, We Offered
A Buy One Admission,
Get One Free Admission
If You Brought A
Non-Perishable Food Item.**

**THE 2012 HOME SHOW
COLLECTED NEARLY
TWO TONS OF FOOD.**

*Kelly Simon Event Management and the
Westmoreland County Food Bank
has been serving the community
for over 30 years.*

**Once again, on April 13 - 14,
we join forces to help end hunger
here at home.**

PRESENT THIS COUPON
with a Westmoreland County Food Bank
non-perishable item*

**BUY ONE ADMISSION
GET ONE FREE**

Admission: \$5 Adults - Children Under 12 Free
Offer Valid April 13 – 14, 2013

*Items include cereal, spaghetti sauce in cans,
rice, hearty soups, pasta, peanut butter,
canned vegetables or fruits, canned juice, salad dressing.

Visit www.westmorelandfoodbank.org for details.

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2013 -2014 Schedule of Events

18th Annual Westmoreland County Home Show

April 13 – 14, 2013

Westmoreland Fairgrounds – Greensburg, PA

2nd Annual Virginia Fire Rescue & EMS Expo

June 1 – 2, 2013

Fredericksburg Expo & Conference Center – Fredericksburg, VA

Pennsylvania Emergency Response Expo

July 13 – 14, 2013

Blair County Convention Center – Altoona, PA

28th Annual Eastwood Rib Fest

July 18 – 21, 2013

Eastwood Expo Center – Youngstown, OH

2nd Annual Ohio Emergency Response Expo

October 12 – 13, 2013

Eastwood Expo Center – Youngstown, OH

27th Annual Pittsburgh Fire Rescue & EMS Expo

February 22 – 23, 2014

Monroeville Convention Center – Monroeville, PA

For further information on exhibiting or attending call 800-747-5599 today!