



HOME IMPROVEMENT EXHIBITORS WANTED...

For the 20th Annual North Suburban Home Improvement Show

*The 2017 event drew over 1,500 visitors.
We are striving for even more in 2018.*

**Celebrating
20 Years!**

EVENT DATE:

*Saturday,
March 10, 2018
8:00 am - 2:00 pm*


LOCATION:


Andover YMCA
Community Center
15200 Hanson Boulevard NW
Andover, MN 55304

(Intersection of Hanson
& Crosstown Boulevards)

QUESTIONS?

Contact Cindy at:
accinfo@andovermn.gov
or
763-767-5168

 Non-perishable food
items and monetary
donations for the
ACBC Food Shelf will be collected
at the show by the Boy Scouts.
Please consider bringing a donation.

 BOY SCOUTS OF AMERICA

We offer you:

- ◆ Ideal show location in the heart of the northern suburbs where new construction and remodeling opportunities abound
- ◆ A proven event facility—the Andover YMCA Community Center is highly visible from Hanson & Crosstown Blvds
- ◆ Ample parking for exhibitors and customers
- ◆ Complimentary shuttle to exhibitor parking lot/overflow customer parking
- ◆ 100 booths—10 ft. wide by 8 ft. deep (limited double booths available)
- ◆ Convenient set up hours, Friday 1:00 pm - 7:00 pm
- ◆ Event: Saturday, March 10, 2018 Hours: 8:00 am - 2:00 pm
- ◆ Subway concession stand with seating area for exhibitors and customers
- ◆ Easy building access for unloading and loading your materials
- ◆ Registration fee includes morning pastries, coffee and 2 box lunches
- ◆ Advertising - WCCO Radio, press releases, BOB FM, newspaper ads, outdoor signage and more!
- ◆ Electrical hookups available to all booths
- ◆ Exhibitor name tags



*Attract new customers to your business in these
fast-growing northern suburbs.*

*Let's continue to work together to make this the best
home improvement event in the North Metro Area!*

*The North Suburban Home Improvement Show is
sponsored by the cities of Andover, Anoka, and Coon Rapids
and the Anoka Area Chamber of Commerce.*



NORTH SUBURBAN HOME IMPROVEMENT SHOW INFORMATION

DON'T DELAY! Registrations are accepted on a first-come, first-served basis. However, the event committee reserves the right to limit the number of exhibitors with the same specialty.

Once booths are filled, a waiting list will be kept and available booths will be offered to exhibitors specializing in areas that have not exceeded the limited amount.

In the event we have to limit exhibitors, we will notify affected businesses as soon as possible and the registration fee will be returned accordingly.

Confirmation letters and final event details will be emailed to registered exhibitors. Floor plan layout will be available on the website www.NorthSuburbanHomeShow.org

SPONSORSHIP OPPORTUNITIES!

If your business is interested in sponsoring the 2018 North Suburban Home Show, please indicate so on the attached registration form and a representative from the home show committee will contact you with sponsorship opportunities.

Sponsorship requests must be received by January 3, 2018. The North Suburban Home Improvement Show event committee reserves the right to determine final sponsorship.

DOOR PRIZES!

If you would like to donate a door prize, please drop it off at the home show staff table the morning of the show. Home show committee staff will draw consumer names throughout the day and award prizes.

Clearly mark the prize with your business name so we can properly acknowledge those who donate.

Fees: \$330.00 for a single booth (10' wide by 8' deep), one 6 ft. skirted table, two chairs, booth sign, draping and 2 box lunches.

\$635.00 for a double booth (20' wide by 8' deep), two 6 ft. skirted tables, four chairs, booth sign, draping and 2 box lunches. A limited quantity of double booths are available.

Exhibit booths must be staffed at all times during show hours. Violators will be subject to loss of right to register for future North Suburban Home Improvement Shows.

Cancellation Policy: A \$25 cancellation fee will apply to any cancelled registration. Registration fees will not be refunded for cancellations received less than 21 days prior to show date.

Availability: The event committee retains the right to limit the number of exhibitors specializing in the same product or service. This allows variety for our customers.

Booth Setup: Booth placements will be chosen by the planning committee. No special requests accepted. We strongly encourage all exhibitors to set up Friday, March 9, 2018, from 1:00 pm - 7:00 pm. Set up will also be available on Saturday morning from 6:30 am - 7:30 am. All exhibitors must be ready by 8:00 am. Doors will open to the public promptly at 8:00 am.

Booth Teardown: Show clean up begins at 2:00 pm. Any exhibition materials left after 4 pm on the show floor will be charged a recovery fee.

Booth Restrictions: All display items and staff personnel must be contained within booth dimensions. Staff working outside of their assigned booth area will not be permitted. Pipe and drape may not be removed.

Your display may exceed the height of the back wall of the booth up to 16", but must have a finished, matching surface and no advertising visible. As a courtesy to all exhibitors, staff reserves the right to have displays modified and/or removed.

Flooring: ***IMPORTANT***—To protect the special flooring within the facility, you must bring a carpet remnant to lay under your display if your display has any sharp or rough edges that may poke, cut, tear or damage the floor in any way. The facility will not supply remnants.

Electricity: If electricity has been requested on the attached registration form, you must bring your own extension cord and a power strip.

Selling Products: If you'd like to sell products directly from the show floor, please print and complete a ST19 Operator Certificate of Compliance form and return along with your show registration form. Forms available at www.NorthSuburbanHomeShow.Org

Name Tags: Each exhibitor will receive two (2) nametags with their business name printed on each.



If you have a facebook page, take a moment and "like" the North Suburban Home Improvement Show facebook page.



Registration Form

To Be Included In The 2018 Show Directory,
Exhibitors Must Register Prior To February 24, 2018

PRINT AND WRITE EXACTLY AS IT SHOULD APPEAR IN SHOW DIRECTORY AND ON SIGNAGE

Business Name:	
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Business Street Address:	
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Business City, State & Zip:	
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Business Phone:	Business Website:
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Email Address:

Contact Person Name:	Contact Person Phone:
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Primary Business Specialty: <small>This assists with booth location placement. Committee can not guarantee separation.</small>	Select up to, two choices: <input type="checkbox"/> Interior Remodeling <input type="checkbox"/> Kitchen/ Bath <input type="checkbox"/> HVAC <input type="checkbox"/> Exterior Remodeling <input type="checkbox"/> Windows/Doors <input type="checkbox"/> Garages <input type="checkbox"/> Plumbing <input type="checkbox"/> Fences <input type="checkbox"/> Driveways/Hardscape <input type="checkbox"/> Landscape Design/Yard Maintenance/Sprinklers <input type="checkbox"/> Other – Describe:
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Sponsorship Opportunities:	<small>Yes, I am interested in sponsorship opportunities. Sponsorship deadline is January 3, 2018. I understand the event committee reserves the right to determine final sponsorship and that a committee member will contact me to discuss areas of interest.</small> <input type="checkbox"/> Green Up Show With Landscape/Design/Plants <input type="checkbox"/> Popcorn <input type="checkbox"/> Kids Activity - Describe: <input type="checkbox"/> Show Bags <input type="checkbox"/> DIY Demonstration - Describe: <input type="checkbox"/> Other - Describe:
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Will you be donating a door prize?	<input type="checkbox"/> YES <input type="checkbox"/> NO The home show committee will draw names throughout the day and award prizes, acknowledging donors. Bring door prize to the show.
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Booth Registration: <input type="checkbox"/> Single Booth (10' wide x 8' deep) \$330.00 <input type="checkbox"/> Double Booth (20' wide x 8' deep) limited # available \$635.00 <small>Registration fees will not be refunded for cancellations received less than 21 days prior to show date.</small>	Electrical Hook-Up Needed? <p style="text-align:center">YES NO</p>
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Credit Card Payment Authorization

Card Holders Name: _____ Type of Credit Card: _____
(Visa, Discover, MasterCard or American Express)

Credit Card #: _____ Expiration Date: _____ Security Code: _____

Credit Card Billing Address: _____
(street address) (City, State, Zip)

Credit card payment information may also be telephoned to Cindy at 763-767-5168

*If payment by check, make checks payable to: **Anoka Area Chamber of Commerce***

**Mail Payment & Registration Form to:
 Andover Community Center, Attn: NSHIS
 15200 Hanson Boulevard, NW, Andover, MN 55304**