



RULES & REGULATIONS

SHOW DECORATOR:

- **Deadline is February 14, 2025**
- **General Exhibition Services** is the official Show Decorator. They offer significant discounts when ordering tables, chairs, carpet, etc. in advance. Deadline for advanced rates is **February 14, 2025**.
- To order go to: [GES ONLINE ORDER](#) - Use exhibit Code: NJHOME25
- Drape color on all booths is black.

ELECTRIC & WIFI:

- **Deadline is February 14, 2025**
- All Electric must be ordered through the facility. The New Jersey Convention and Expo Center offers significant discounts when ordering electrical, wifi, etc. in advance. <https://marketplace.njexpocenter.com/>
- Questions about electric or Wi-Fi, call 732-417-1400 x 1201 or email services@njexpocenter.com.

WATER:

- **Deadline for advanced rates is February 14, 2025**
- If your display will require water, please visit the facility's web site to order – Water Order - <https://www.njexpocenter.com/event-planners/services/>

SIGNS & BANNERS:

- Signage must have the appearance of being professionally produced. **Signage height is limited to 8' for 10x10 booths, not to exceed 5' from the back of the booth. Booths 20'x20' or larger or perimeter booths do not have a height limit but may not block neighboring exhibits' sightlines. Island displays do not have a height limitation. NOTE: Feather flags are considered signage and above rules apply.** (Refer to Booth Guidelines & Set-up on page 9.) Any signage/displays found in violation will be removed and stored by Show Management. Exhibitor must pick up items no later than show move-out hours or items will be forfeited. Only island displays with four sides open may request permission to hang a banner or sign over their island space. If the location of the requested banner does not block aisle drops or other show signage and has the necessary ceiling support, permission may be granted by Show Management.

AUTOMOBILES IN BOOTHS:

- Companies having a vehicle in their booth must have prior approval from Show Management. All vehicles that are a part of the display must make sure there is ¼ tank of gas or less, disconnect the battery and turn in a key to the Show Office. The Edison Fire Marshal checks all vehicles prior to show opening. Vehicles must be placed in exhibitors' booth no later than **Thursday at 6 PM**.



RULES & REGULATIONS - continued

TENTS

- **ANY TENT OR COVERED STRUCTURE MUST BE PRE-APPROVED BY SHOW MANAGEMENT.** *If you plan to submit a request to have a tent the following rules are to be followed:*
 - No tents larger than 10'x10' are permitted per the Fire Marshal.
 - Material must be fire-retardant with a certificate sewn in by the manufacturer.
 - If you have a tent, and are using electricity, please make sure you have notified Show Management. You will need to have a fire extinguisher.
 - Please contact Rick Dobson, Exhibit Sales Manager – Rick@allshowservices.com or 301-564-4050 x104.

FOOD VENDOR REQUIREMENTS:

FOOD & BEVERAGE (Human Food) – SALES & SAMPLING GUIDELINES

- Companies selling or sampling consumables are allowed on a case-by-case basis. Companies selling consumables, anything that can be consumed while at the show, must be approved by Annie Daidone with Featured Catering. She can be reached at adaidone@featuredcatering.com or 201-815-0827. **Deadline is February 1, 2025.**
- Note: Food and beverage items that are consumed onsite are subject to a 35% commission on total sales to Featured Catering. Beverages such as bottled water and soda are not permitted to be sold.
- All food vendors including those sampling anything are required to have an Edison Health Department temporary food permit. Cost is \$75. Go to <https://edisonnj.rja.revize.com/forms/44> or <https://tinyurl.com/bdzk84xc> for your temporary food permit. **Deadline is February 1, 2025.** Application must be completed and fees must be paid.

FREE & DISCOUNTED ADMISSION FOR YOUR CUSTOMERS:

20 FREE Tickets

- There is no question the New Jersey Home & Garden Show is an extremely cost-effective way to gain visibility for your products and services and attract new customers. Are the people you especially want to see going to be there? Don't leave that to chance. Complimentary Exhibitor Guest Tickets give you the ability to invite up to 20 of your top customers and prospects to attend at no cost to them (or to you!).
- We will email unique codes to you in January for 20 free tickets to the show. The process to get the tickets will be in the e-mail with the code.

Contact Kate Peterson at kpeterson@allshowservices.com for more details.

ALL LANDSCAPED AREAS MUST PLACE VISQUEEN ON THE FLOOR PRIOR TO SET-UP