

The Log Home Shows

**Lexington, KY
February 22-24, 2008
Heritage Hall
430 West Vine St.
Lexington, KY 40507**

PLEASE READ THIS INFORMATION CAREFULLY

Dear Exhibitor,

HAMM Event Services Inc. would like to welcome you to the show. As the exclusive service contractor for the event, we will do our part to make your experience a successful one. Listed below is information you may need and where to find additional information in the show package.

Please be sure to include Payment Summary Form (page 1) with orders.

Page 1 - Payment Summary Form

Page 2 - Furnishings Rental Order Form

Page 3 - Carpet Order Form

Page 4 - Shipping Instructions and Order Form for Freight Handling

Page 5 - Shipping and Handling Policies

Page 6- Terms and Conditions Agreement

Page 7- Forklift Service/Dismantle Labor and Banner Hanging Order Form

Page 8 – Utilities: Electrical, Water, Internet & Telephone Forms

Show Information:

Inclusive Booth Package (these items have been supplied by show management) Drape (teal, silver, and black)

(1) 7 X 40 Identification Sign

Island and Bulk spaces do not come with drape-please order from Page 2 - Furnishings Rental Order Form

Facility floor is concrete unless carpet is ordered. ALL TAPE MUST BE REMOVED.

Aisle Carpet Color –Hunter Green

Exhibitors Move In: February 20, 2008:

Wednesday, February 20: 8:00 a.m. – 10:00 p.m.

BOOTH #

MOVE-IN TIME

- L1,L2,L7,L20,P1,P2,P4 8:00 a.m. Drive In
- Remaining booths except 25-34 10:00 a.m. Drive In
- Booths 25-34 after 2:00 p.m. You will still be able to drive behind your booth after 2:00 p.m. to set up

Drive In will be allowed from 8:00 a.m. – 2:00 p.m. on Thursday, February 21.

The docks and show floor are NOT parking lots. Please get unloaded and remove vehicles ASAP. Have any and all non-essential vehicles park in the exhibitor parking lot - NOT AT THE DOCKS. Limited quantities of dollies/carts will be available free of charge on a first come first served basis. We recommend that you bring your own if needed. Forklifts will be available for a fee.

Show office and exhibitor badges will be available at the HAMM Event Services Inc. service desk located near the main entrance. This is a non-union right to work hall. The decorator will have forklifts, labor and shipping assistance available as needed. The decorator is the EXCLUSIVE source of all lifts and labor- NO EXCEPTIONS. Be sure to check deadlines on forms to take advantage of discounted pricing.

**NO DRIVING IN WILL BE PERMITTED AFTER 2 PM THURSDAY 2/21/08
HAND CARRY ONLY**

Exhibitors Move Out:

Sunday, February 24 Show closing – Midnight.

Monday, February 25 8AM- NOON

Exhibitors, displays and freight MUST be out by NOON. Any Freight left at noon will be loaded on the show carrier. NO EXCEPTIONS.

Shipping Dates:

Direct to Site – No earlier than February 20, 2008

For specific shipping addresses, please refer to Page 4-Shipping Instructions and Freight Handling Form

**DEADLINE FOR ADVANCE order PAYMENT – February 7, 2008-
NO EXCEPTIONS**

Please feel free to call with any questions:

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