



LOGGERS' EXPO INFO HIGHLIGHTS

EXHIBITION AREAS: Exhibits are located at the Champlain Valley Exposition in the Expo North and Expo Center buildings and the Blue Ribbon Pavilion, as well as at outdoor space adjacent to these buildings. Large and heavy equipment will be displayed inside the Expo Center and Expo North buildings and at the abundant outside space. Forklift service is available in all buildings in the Champlain Valley Exposition. The facility does not have a loading dock.

SHOW HOURS: Exhibition hours are 9 a.m. to 5 p.m. Friday, May 3rd and 9 a.m. to 4 p.m. Saturday, May 4th.

EXHIBIT SET-UP: Most outside spaces will be available for move in and set-up starting at Noon on Tuesday, April 30th. Inside bulk space will be available for set-up beginning at 9 a.m. Wednesday, May 1st. Inside booths will be available for exhibitors to set-up their displays beginning at 9 a.m. Thursday, May 2nd. All displays must be ready for the opening of the show at 9 a.m., Friday, May 3rd. Set-up hours on Wednesday and Thursday will be 9 a.m. to 5 p.m. All display material must be removed from inside the Blue Ribbon Pavilion, Expo Center and Expo North by noon, Sunday, May 5th. Please note that the facility does not have a loading dock.

FOOD, BEVERAGE, AND ALCOHOL: The Champlain Valley Exposition reserves all food and beverage rights for the Loggers' Expo. This means that no exhibitor may prepare or distribute food and/or beverages during the show. Alcohol (including beer) is not allowed on the grounds during set up, show hours, or break down. Marijuana, including its' derivatives, is not allowed on the grounds during set up, show hours, or break down. An exhibitor that violates these regulations may forfeit their right to exhibit at the 2024 Loggers' Expo and can be barred from future shows.

DEBRIS AND CLEAN UP: Cleanup of the Expo grounds will commence on Sunday, May 5th. Exhibitors who leave behind excess piles of debris, trash, sawdust, partially processed wood, etc. may be charged for cleanup of their space. Processed firewood and/or lumber should be removed immediately following the close of the Expo if it has been sold or assigned to a third party. Expo personnel are not responsible for ensuring the completion of any transactions.

PROGRAM: Exhibitors will be listed in the show program at no additional charge provided that they have contracted for exhibit space by April 1st. Details about advertising in the show program and in the Expo issue of *The Northern Logger and Timber Processor* are included in this package or available by speaking with magazine staff.

ELECTRICITY: Inside booths and bulk spaces will have electricity available if needed. The booth price includes basic 110V/500-watt service. An electrical order form can be found in this package for satisfying non-standard electrical needs. Outside exhibitors who require electricity should arrange for their own portable generator. When using portable generators, every consideration should be given to your neighbors. Strive to minimize the distraction to other exhibitors.

SECURITY: There will be security on the grounds beginning at dusk, Tuesday, April 30th until Monday morning May 6th. However, this does not relieve the exhibitor from responsibility for their equipment and belongings. Please secure your possessions and display materials.

SAFETY: Every exhibitor must adhere to the highest safety standards. The show's safety director will order any demonstration shut down and removal of any display that is deemed unsafe or fosters unsafe work practices.

ADVERTISING: The show is being promoted extensively through advertising in *The Northern Logger* and other trade journals in this country and Canada. In addition, radio/tv advertising, direct mail, social media, and event posters will help get the word out.

ADMISSION AND REGISTRATION: Online pre-registration of your exhibit booth personnel is free and can be accomplished at the Expo website – www.northernlogger.com. Please refer to information and instructions regarding your unique Exhibitor Access Code to help facilitate free registration. Online pre-registration is available for attendees, as well. There will be a \$10 at-the-door fee for attendees and exhibitors alike who do not pre-register. Each person will be required to register for a name badge prior to entering the show. A complete list of registrants will be available for purchase by exhibitors only.