

# **RICHMOND FISHING EXPO**

## **SHOW INFO** **PLEASE READ CAREFULLY**

**SHOW DATES:** *FRIDAY JANUARY 17th THRU SUNDAY JANUARY 19th*

**SHOW HOURS:**

<i>FRIDAY</i>	<i>9:00 AM</i>	<i>TILL</i>	<i>7:00 PM</i>
<i>SATURDAY</i>	<i>9:00 AM</i>	<i>TILL</i>	<i>6:00 PM</i>
<i>SUNDAY</i>	<i>10:00 AM</i>	<i>TILL</i>	<i>5:00 PM</i>

**MOVE IN:**

<i>WEDNESDAY JAN 15th</i>	<i>10:00 AM</i>	<i>TILL</i>	<i>7:00 PM</i>
<i>THURSDAY JAN 16th</i>	<i>9:00 AM</i>	<i>TILL</i>	<i>8:00 PM</i>

**MOVE OUT:** *SUNDAY JANUARY 19th 5:00 PM TILL 11:00 PM*

**EVERYTHING MUST BE REMOVED FROM ALL BUILDINGS SUNDAY NIGHT. BOATS AND TRAILERS MAY BE LEFT IN PARKING LOT FOR MONDAY PICK-UP.**

**ELECTRICITY:** *\$60 IN ADVANCE. \$85 AT THE SHOW. ORDER ON THE ENCLOSED UTILITIES ORDER FORM AND RETURN TO RECEIVE ADVANCE RATE.*

**INSURANCE REQUIREMENTS:** *ALL EXHIBITING COMPANIES ARE REQUIRED TO HAVE AND MAINTAIN GENERAL LIABILITY INSURANCE COVERAGE DURING THE EVENT LISTING SOUTHEAST PRODUCTIONS, INC AND ITS AGENTS AS ADDITIONAL INSURED. A CERTIFICATE OF INSURANCE ( COI ) IS REQUIRED BEFORE FIRST MOVE-IN DAY. PLEASE CONTACT SHOW MANAGEMENT IF YOU HAVE ANY QUESTIONS CONCERNING THIS REQUIREMENT. PLEASE HAVE YOUR AGENT EMAIL COI TO [INFO@NCBOATSHOWS.COM](mailto:INFO@NCBOATSHOWS.COM)*

**TABLES & CHAIRS:** *ANY ADDITIONAL NEEDS FOR YOUR DISPLAY MAYBE RENTED THROUGH HOLLINS EXPOSITION SERVICES. PLEASE MAIL OR FAX BACK TO ADDRESS ON HOLLINS ORDER FORM. **ORDER IN ADVANCE AND SAVE HOLLINS ORDERS MADE AT SHOW WILL REFLECT 30% HIGHER RATE!!***

**EXHIBITOR BADGES:** *BADGES WILL BE PREPRINTED AND HELD FOR PICK UP AT THE SHOW DURING MOVE-IN. BADGE ORDER FORM WILL BE MAILED OUT AT A LATER DATE. BADGES ARE FOR SHOW WORKERS ONLY*

**ADVANCE TICKETS:** *ADVANCE TICKETS AVAILABLE FOR FRIEND AND FAMILY MEMBERS  
ADVANCE TICKETS AVAILABLE FOR A REDUCED RATE FOR \$8.00.  
A \$2.00 SAVINGS FROM BOX OFFICE. NONE CAN BE SOLD AFTER OPENING DAY.*

**RETURN PASSES:** *RETURN PASSES WILL BE AVAILABLE FOR SHOW VISITORS, WHO WISH TO RETURN TO SHOW AT NO CHARGE. THESE WILL BE AVAILABLE AT EXIT.*

**HOST HOTEL** *WE ARE PLEASED TO ANNOUNCE THAT THE COUNTRY INN & SUITES WILL BE THE HOST HOTEL FOR RICHMOND FISHING EXPO AND IS CONVENIENTLY LOCATED 1 MILE FROM THE MEADOW EVENT PARK. PLEASE CALL THEM DIRECT AT (804) 612-8450 TO RECEIVE DISCOUNTED RATE.*

*SHOW OFFICE NUMBER WILL BE STARTING JANUARY 17TH (804) 994-2898.*

**SHOW OFFICE #**