



Contains  
Important Show  
Information

## Columbus Sports, Vacation & Boat Show<sup>SM</sup>

February 10 – 13, 2011  
Ohio State Fairgrounds  
Ohio Expo Center

Welcome Show Exhibitors!

Enclosed you will find a Show Fact Sheet, this contains information on move-in/move-out and other pertinent Show information. Please pay special attention to the forms included. An Exhibitor Credential Form and Guest Ticket Order Form are included. **These forms are due on or before Friday, January 7, 2011.**

Any questions regarding the information in this Fact Sheet can be addressed to:

Sarah Allen  
HART PRODUCTIONS, INC.  
2234 Bauer Road, Suite B  
Batavia, OH 45103

Phone: 513.797.7900 or 877.704.8190  
Fax: 513.797.1013

Email: [sarah@hartproductions.com](mailto:sarah@hartproductions.com)

Visit us on the web at [www.hartproductions.com](http://www.hartproductions.com).

# 2011 COLUMBUS SPORTS, VACATION & BOAT SHOW<sup>SM</sup>

## SHOW DATES & HOURS

Thursday, February 10..... 2:00 PM – 8:00 PM  
Friday, February 11..... 2:00 PM – 8:00 PM  
Saturday, February 12..... 10:00 AM – 8:00 PM  
Sunday, February 13..... 11:00 AM – 5:00 PM

**All entrances & box offices will close one hour prior to posted closing time!**

## ADMISSION

\$7.00 for Adults (\$2.00 off coupon available on the website)  
Kids 13 & under are **free**.

## HOTEL INFORMATION

**The Ramada Plaza Hotel & Conference Center**  
4900 Sinclair Road  
Columbus OH, 43229  
800-272-6232 or 614-846-0300

## RATES

\$65.00/night (plus tax)  
**Cut off date 1/16/11**

## RV PARK

RVs can park directly on the fairgrounds, \$30.00/day.  
**Ohio State Fairgrounds/Ohio Expo Center**  
717 East 17<sup>th</sup> Ave.  
Columbus, OH 43211  
614.294.9336

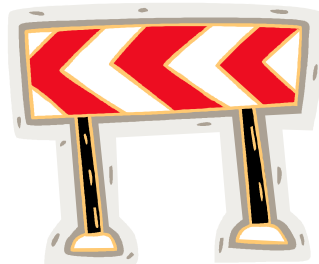
## ATM INFORMATION

ATM's are located around the Grounds for your convenience.

## BUILDING REGULATIONS

To promote the comfort and good health for our visitors, smoking is prohibited in the building.

## IMPORTANT NOTICE



**All exhibitors are permitted to enter the Show one (1) hour prior to the Show opening. Early workers passes are available for those needing more than one hour to work on their display. This form must be filled out one (1) day in advance. THERE WILL BE NO EXCEPTIONS TO THIS RULE!!!**

**Please advise your entire Show staff.**

## EXHIBITOR INFORMATION

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## **EXHIBITOR ENTRANCE & SHOW OFFICE**

The **Exhibitor Registration** is located in the Show Office in the **Multipurpose Building**. All Exhibitor badges must be picked up in the Show Office.

## **REGISTRATION**

Registration (during set-up and Show) will be conducted from the main Exhibitor Entrance. During the set-up, registration will be open 8:00 AM – 5:00 PM. During the Show, it will be **open one hour prior to Show opening until Show closing**.

An entrance for exhibitors will be open **one hour prior** to the Show opening and **during show hours** at the Multipurpose Building, North of the main entrance (across from the sheep barn). **This is a pass only gate**. Any exhibitor needing more than one hour prior to opening, to work on display, **must fill out an early-entry form one (1) day in advance**. Forms will be available at the Exhibitor Registration/Entrance and must be approved by Show Management. There will also be a **WILL CALL** station available at Exhibitor Registration/Entrance.

There are public phones available throughout the Fairgrounds for personal use.

## **BADGES**     **CREDENTIAL FORM IS DUE FRIDAY, JANUARY 7, 2011.**

Credentials will be issued for full-time workers only. Only people with proper credentials will be permitted to enter the exhibit at the Show at Exhibitor Registration. Exhibitor Credentials **WILL NOT BE MAILED**. You can pick up your credentials during move-in at Exhibitor Registration in the Multipurpose Building, or throughout the duration at the Show. Lost or additional full-time credentials are \$10.00.

## **EARLYWORKERS PASSES**

All exhibitors are permitted to enter the Show one (1) hour prior to the Show opening. Early workers passes are available for those needing more than one hour to work on their display. This form is available at Exhibitor Registration and must be filled out at least one (1) day in advance.

## **GUEST TICKETS**

Special Guest Discount Tickets are available for family, friends, guests, returning customers, etc. Special Guest Tickets will also be on sale for \$4.00 each (cash, check, Visa or MasterCard) during Move-in and throughout the Show at Exhibitor Registration in the Multipurpose Building. Advance orders are also available.

## **INSURANCE REQUIREMENTS**

ALL exhibitors **MUST** furnish public liability insurance. Affidavits or other evidence of coverage must be sent to Hart Productions, Inc. This is an important safeguard for your company while exhibiting at a public show.

## **LABOR SERVICE**

Display labor service is available through the George Fern Company.

## **LIMITED VENDOR'S LICENSE**

The State of Ohio requires a limited vendor's license for vendors without a fixed place of business within Franklin County. The fee for this license is \$25.00. For information, contact:

### **Ohio Department of Taxation, Registration Unit**

P.O. Box 182215

Columbus, OH 43218-2215

Phone: 888.405.4089

# 2011 COLUMBUS SPORTS, VACATION & BOAT SHOW<sup>SM</sup>

## **SHIPPING & MOVE-IN/OUT INFORMATION**

### **BULK EXHIBITORS**

Bulk Exhibitors will receive Move-In information/regulations via US mail.

### **BOOTH EXHIBITORS**

Wednesday, February 9 from 8:00 AM – 5:00 PM and continue on Thursday, February 10 from 8:00 AM – 1:00 PM.

**ALL BOOTHS MUST BE COMPLETED BY 1:00 PM THURSDAY, FEBRUARY 10.**

**\*\*Move-In questions can be directed to Chip Hart\*\***

**SHIPPING INSTRUCTIONS/FREIGHT HANDLING:** EXHIBITS ARRIVING PRIOR TO MONDAY, FEB. 7 will automatically be sent to the George Fern Company and WILL BE CHARGED for shipping and handling.

Shipments to arrive PRIOR to Monday, Feb. 7, must be sent **PREPAID** to the following address:

To: (Exhibit Name)  
c/o George Fern Company  
1500 Old Leonard Ave.  
Columbus, OH 43219  
For: Show Name/Booth Number

Shipments to arrive ON or AFTER Monday, Feb. 7, should be sent **PREPAID** to the following address:

To: (Exhibit Name)  
c/o Ohio Expo Center  
717 E. 17<sup>th</sup> Ave.  
Columbus, OH 43211  
For: Show Name/Booth Number

**PLEASE MAKE SURE BOOTH NUMBER IS ON ALL BOXES, CRATES, ETC.**

### **FREIGHT HANDLING**

Handling for shipments consigned to the Ohio Expo Center will be accepted on or after Monday, February 7, 2011. Any items shipped via UPS, overnight carrier or common carriers are subject to drayage charges. The Show Decorator is also available for freight handling. Contact their office if you would like them to handle your drayage. (George Fern Company, 513.333.7060 or 888.621.3376)

**EXHIBITS ARRIVING PRIOR TO FEBRUARY 7** will automatically be sent to the George Fern Company and WILL BE CHARGED for shipping and handling.

**RECEIVING HOURS:** Monday through Thursday.....8:00 AM - 4:00 PM

### **MOVE-OUT INFORMATION**

ALL exhibits **MUST** remain in place until closing, Sunday, February 13, at 5:00 PM. Exhibits may be removed Sunday after 5:00 PM or Monday, February 14 from 8:00 AM - 12:00 PM. **All exhibits MUST be removed by Monday at 12:00 PM!**

### **MOVE-OUT SECURITY**

Due to the impossible task of checking each and every Exhibitor leaving the building during move-out, we sternly recommend that anything of value be removed from the building at the close of the Show. This would include electronic equipment and small items that are portable. Hart Productions, Inc. and its sponsors are not responsible for items lost due to theft.

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## **MISC. INFORMATION**

### **MUSIC LICENSING**

Exhibitors are responsible for licensing agreement to play music via CD, tape, record, video or other mechanism. Hart Productions, Inc. has no responsibility for the licensing of such music played by Exhibitors.

### **PARKING**

An Exhibitor Parking lot is available. To avoid multiple parking charges (\$5.00 per entry), FULL SHOW PARKING PASSES may be purchased as you enter the Ohio Expo Center the first time, for a nominal fee of \$14.00.

There is a special "EXHIBITOR ONLY" parking area. You must have a special pass along with your PARKING PASS. These Exhibitor Parking Area passes will be provided at no additional charge; these may be picked up at the Show Office during move-in and registration.

Parking will NOT be permitted, under any circumstances, in the overhang (Paddock Area) on the South Side of the Multipurpose Building. Unless you have proper credentials, do not park in the handicap designated spaces. Your vehicle will be towed!

### **ELECTRIC**

#### **ACT ELECTRIC (OEC Electric Contractor)**

For problems or more information contact:

Scott Perone

P.O. Box 2969

Zanesville, OH 43702

Phone: 614.419.5893 (cell)

Email: [sperone@barthavisual.com](mailto:sperone@barthavisual.com)

### **SHOWFURNISHINGS**

#### **Show Decorator: Henry Yellman**

GEORGE FERN COMPANY

645 Linn Street

Cincinnati, Ohio 45203

Phone: 513.333.7060 or 888.621.3376

Fax: 513.333.7067

Email: [hyellman@georgefern.com](mailto:hyellman@georgefern.com)

### **SHOWCOLORS**

Drape will be Cobalt Blue and White alternating.

### **SHOWOFFICE**

The Show Office is located in the **Multipurpose Building**.

### **SHOW PROGRAM**

The Show Program will be provided by *Ohio Outdoor News*. Aaron Wolf is the contact person. He can be reached at 877.231.5365 or by email at [paoutdoornews@verizon.net](mailto:paoutdoornews@verizon.net).

### **SIGN HANGING**

"Business Name" signs hung from the ceiling may be used over BULK SPACE ONLY. Hanging signs over booths are not permitted. All sign sizes, sign copy and sign locations are at the discretion of Hart Productions, Inc. Hart Productions, Inc. reserves the right to make changes in sign specifics without prior notice. No other type of signs may be suspended from the ceiling other than Show directional and feature signs except in the sole discretion on Show Management.

### **TELEPHONE SERVICE**

Telephone service/lines, internet high speed lines are available from Pioneer Communications, 614.475.0567.

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## Driving Directions to the Ohio Expo Center

You'll find the Ohio Expo Center in Columbus, just north of downtown on 17th Avenue off I-71.

- **From the North**

Take I-71 South to 17th Avenue/Exit 111. Signs and parking attendants will direct guests to the proper parking areas. For large Expo Events located on the south portion of the grounds, parking may also be accessible from 11th Avenue/Exit 110. This is determined on an event-by-event basis.

- **From the South**

Take I-71 North to 17th Avenue/Exit 111. Signs and parking attendants will direct guests to the proper parking areas. For large Expo Events located on the south portion of the grounds, parking may also be accessible from 11th Avenue/Exit 110. This is determined on an event-by-event basis.

- **From the West**

Take I-70 East to I-71 North. Take I-71 North to 17th Avenue/Exit 111. Signs and parking attendants will direct guests to the proper parking areas. For large Expo Events located on the south portion of the grounds, parking may also be accessible from 11th Avenue/Exit 110.

This is determined on an event-by-event basis.

- **From the East**

Take I-70 West to I-71 North. Take I-71 North to 17th Avenue/Exit 111. Signs and parking attendants will direct guests to the proper parking areas. For large Expo Events located on the south portion of the grounds, parking may also be accessible from 11th Avenue/Exit 110.

This is determined on an event-by-event basis.

Those visiting the Ohio Expo Center from within Columbus may also reach the facility by taking North Fourth Avenue (from the south) or Summit Street (from the north) to 17th or 11th Avenues. Signs and parking attendants will direct guests to the proper parking areas.

## Parking

Parking at the Expo Center is \$5.00. All times and prices are subject to change without notice by the Ohio Expo Center.

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## **PUBLICITY & PROMOTION**

Publicity starts with *interesting & newsworthy* releases and caption photos. Alert us *now* of plans involving unique or exclusive products, history of invention, development of your product or a visiting VIP or celebrity!

*Highlight* your participation in your *TV, radio, newspaper, advertising, general mailings, newsletters or fliers*. Treat it with the excitement it deserves!

## **SHOW CONTACTS**

		<b>PHONE</b>	<b>FAX</b>
<b>Show Producer:</b>	Chip Hart/Vicki Hart <i>HART PRODUCTIONS, INC.</i> 2234 Bauer Road, Suite B Batavia, OH 45103 Email: <a href="mailto:chip@hartproductions.com">chip@hartproductions.com</a> or <a href="mailto:vicki@hartproductions.com">vicki@hartproductions.com</a>	513.797.7900 877-704-8190	513.797.1013
<b>Show Decorator:</b>	Henry Yellman <i>GEORGE FERN COMPANY</i> 645 Linn St. Cincinnati, OH 45203 Email: <a href="mailto:hyellman@georgefern.com">hyellman@georgefern.com</a>	513.333.7060 888.621.3376	513.333.7067
<b>Show Publicity:</b>	Andy Sullivan <i>POWERS AGENCY</i> 1 West Fourth Street, 19 <sup>th</sup> Floor Cincinnati, OH 45202 Email: <a href="mailto:asullivan@powersagency.com">asullivan@powersagency.com</a>	513.721.5252	513.721.0086
<b>Show Advertising:</b>	Marty Bauer/Gail Owens <i>ST. GREGORY GROUP</i> 4000 Executive Park Dr., #200 Cincinnati, OH 45241 Email: <a href="mailto:marty@stgregory.com">marty@stgregory.com</a> <a href="mailto:gail@stgregory.com">gail@stgregory.com</a>	513.956-3859	513.769.1640