

OUTSIDE EXHIBITORS

All exhibits shall be in place and ready to show no later than

4:00 p.m., Monday, October 16th.

Large equipment move-in:

If you have large equipment to be setup that will require cranes, forklifts, gin-poles, etc., you may begin move in on October 9, 2023. If you will be using your own lifting equipment or another outside contractor (other than Freeman), please fill out the Notification of Intent to use EAC form attached or on our web page.

We are hoping for “Chamber of Commerce” weather, but we all know that the wind can blow and it can rain. Please keep this in mind when setting up your exhibit. Artificial turf is recommended rather than carpet and a slightly elevated platform is desirable to stand on. ***No electric heaters are allowed in exhibit spaces as they will overload electrical circuits.***

All exhibits must be contained completely (displays, trailer tongues, etc.) inside your exhibit space.

There are not a lot of other rules for outside exhibitors but please refer to your contract and the rules and regulations paying particular attention to items 6, 7 and 9.

Peerless Events & Tents is our official tent provider. Peerless will have staff on duty though-out the show to aid in your requirements. If you choose to use another tent company, note that they will be required to provide a certificate of insurance to us, a statement of fire-resistant materials, emergency contact information and acknowledge that they must fill in all tent stake holes with sand and asphalt plugs before departure along with the EAC form attached.

Onyx Contractors is our electrical contractor for PBIOS. If you require electrical service in your exhibit space, please fill out their order form attached.

Move Out Times

Thursday, October 19, 2023 5:00 PM - 10:00 PM

Friday, October 20, 2023 8:00 AM - 5:00 PM

Saturday, October 21, 2023 8:00 AM - 5:00 PM

All exhibits and equipment must be removed from the PBIOS grounds and premises no later than 7:00 a.m., Sunday, October 22nd.