

2018 DRYCLEANING & LAUNDRY EXPO

CONVENTION AND EXHIBIT

Baltimore Convention Center ♦ Baltimore, Maryland

November 9-11



Baltimore's Inner Harbor

- ♦ 15 minutes from BWI
- ♦ National Aquarium
- ♦ Home of the USS Constellation
- ♦ Oriole Park at Camden Yards
- ♦ Sightseeing hub

Sponsored by the Pennsylvania and Delaware Cleaners Association
For more information: leslie@pdclean.org ♦ www.pdclean.org ♦ 800-822-7352

Drycleaning & Laundry Expo

November 9-11, 2018

Location	Baltimore Convention Center Baltimore, MD
Dates	Friday–Sunday, November 9 – 11
Show Hours	Saturday 11am – 7pm* (*5:30pm – 7pm Special Event) Sunday 10am – 4pm
Installation	Thursday, 11/8 (8am – 4:30pm) Friday, 11/9 (8am – 4:30 pm)
Breakdown	Sunday, 11/11 (4pm – 8pm) Monday, 11/12 (8am – 3pm)

Exhibit booths *(with certain limitations)* All normal expenses from move in through move out: carpenter labor, freight handling, warehousing, 8 foot high flameproof backdrop drapes, 3 foot high sidewall drapes, standard carpet, 1– 6ft. draped table, 2 side chairs, identification sign, waste basket.

Booth limitations Nothing that will obstruct or interfere with other exhibits.

Services not included in booth package All electrical and plumbing services are provided by the Baltimore Convention Center. Three-phase or 220 heavy load electrical is available on a limited basis.

Fire regulations No open flames will be permitted. All cloth used for decoration must be fireproof to conform with the local and state regulations. Crepe paper will not be permitted.

Private or public meetings Exhibitors and Allied Trades must refrain from holding cocktail receptions, seminars, etc., during the convention hours.

Space allocation Space for exhibit will be allocated on a first-come, first-served basis governed by services and facilities to be used by the exhibitor, amount of space requested by the exhibitor, and the postmark or fax date of the application for exhibit space.

Shipping instructions Full instructions regarding shipping will be included in the exhibitor packet.

Payment for booth space Application for exhibit space must be accompanied by a check or credit card for 50% of the booth(s) rental fee, with the balance payable by September 1, 2018.

Non-exhibiting Allied Tradespersons All Allied Tradespeople who are not registered by an exhibiting company will be charged \$300 for admission on the floor. Exhibitors are asked to report any violations to Show Management.

Cancellation Policy 120 days + 90% refund
91–120 days 50% refund
90 days or less no refund

Suitable exhibits The Pennsylvania & Delaware Cleaners Association (PDCA) reserves the right to decline or prohibit an exhibit or proposed exhibit, which in its opinion is not suitable or in keeping with the character of the trade show.

Booth personnel All exhibit personnel are required to be registered. Exhibiting firms must submit a list three weeks prior to the opening of the exhibit. All exhibitors must have their booths properly staffed at all times during exhibit hours.

Sight lines Each exhibitor, large or small, is entitled to a reasonable sight line from the aisle. No exhibit or display feature may block the view of a neighboring booth. All display features over 4 feet high must be confined to that area of the booth space that is within 5 feet of the back line.

Endcap Booths: Equipment and displays must be set back a minimum of 3 feet from the booth perimeter.

HOTEL INFORMATION

Hyatt Regency Baltimore Inner Harbor
1-410-528-1234
Single or Double \$159
Must mention Drycleaning & Laundry EXPO

Drycleaning & Laundry Expo 2018

Sponsored by Pennsylvania and Delaware Cleaners Association

November 9 - 11

Baltimore Convention Center, Baltimore, MD

DISPLAY SPACE CONTRACT

Please type or print all information.

AGREEMENT

By submitting one signed copy of this contract and proper payment, we hereby apply for exhibit space at Drycleaning & Laundry Expo 2018. We agree to comply with this contract, including all Terms and Conditions and by all Exhibit Rules and Regulations, and all other printed documents included in the Drycleaning & Laundry Expo Brochure, and by all rules, regulations and laws of the Baltimore Convention Center, The City of Baltimore, Maryland, and by additional communications that may be made by Show Management, all of which are made a part hereof of this contract by reference. We agree to submit promptly all information required and requested by Show Management. My signature below signifies acceptance of all of the above.

Company Name: _____

Authorized By: _____ Title: _____

Signature: _____ Date: _____

Phone: _____

CONTACT INFORMATION

Name of Contact person to receive all Expo mailings/notifications: _____

Title: _____

Address: _____

City: _____ State/Prov.: _____ Zip Code: _____ Country: _____

Phone: (____) _____ Fax (____) _____

E-mail Address: _____

Web Address: _____

Exhibitor hereby notifies **Expo 2018** that the name of the exhibiting firm is to appear in print (signage/program/website, etc.) with the following capitalization, abbreviations (if applicable) and punctuation:

Company Name: _____

Primary product to be displayed: _____

Secondary product to be displayed: _____

Please check if you will use steam in your exhibit: (For bona fide steam users only)

PLEASE DO NOT WRITE IN THIS SPACE.

Date Postmarked: _____

Number of Booths: _____

Exhibit Fee: \$ _____

Check No./Charge Date: _____

Deposit Amount: \$ _____

Balance Due: \$ _____

Booths Assigned: _____

Please complete this form in its entirety and return with your deposit, payable to PDCA, to:

Pennsylvania and Delaware Cleaners Association

P.O. Box 340

Willow Grove, PA 19090

215-830-8495 Phone

215-830-8490 Fax

www.pdclean.org

expo@pdclean.org

Drycleaning & Laundry Expo 2018

COMPANY NAME: _____

EXHIBIT FEES - Each booth size is 10 feet x 10 feet (100 square feet); booths are available only in multiples of 100 square feet. We ask that all booths be carpeted. **BOOTH INCLUDES** (with certain limitations): All normal expenses from move in through move out: carpenter labor, freight handling, warehousing, drape, 8 foot high flameproof backdrop drapes, 3 foot high sidewall drapes, standard carpet, 1- 6ft. draped table, 2 side chairs, identification sign, waste basket.



EARLY RENTAL FEES (EXPIRES 5/31/18)

1-3 booths \$1800 per booth
 4-7 booths \$1740 per booth
 8 or more \$1710 per booth

STANDARD RENTAL FEES

1-3 booths \$1950 per booth
 4-7 booths \$1885 per booth
 8 or more \$1845 per booth

Single Booth Budget Option*

10 x 10 booth \$1175. Furnishing, carpet & warehouse are additional. Table top items only.

BOOTH SELECTION

Booth location preferences are for guidance and cannot be guaranteed. In general, display booths shown on the floorplan can be combined, and most combinations of 10' x 10' booths can be accommodated. Certain limitations apply. Contact Show Management to determine if your desired configuration is available.

Booth # Preference	Other Companies represented in your booth	
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____

We would like to be located away from the following companies:
 _____ / _____

NUMBER OF BOOTHS _____

We would like to be located close to the following companies:
 _____ / _____

EXHIBIT FEE PER BOOTH \$ _____

TOTAL FEE \$ _____

No booth space will be assigned until deposit or payment is received.

PAYMENT DEADLINES

50% of the exhibit fee is to accompany all applications. The balance is due before September 1, 2018. Assignment of exhibit space will not be confirmed without correct deposit or full payment.

A signed copy of the application and payment should be returned to the Pennsylvania and Delaware Cleaners Association (PDCA).

At PDCA's sole discretion, any deposit paid can be forfeited and space cancelled if full payment is not received on or before September 1, 2018. Exhibitors finding it necessary to cancel their contract should do so prior to September 1, 2018.

PAYMENT OPTIONS

Check enclosed in the amount of \$ _____
 Payable to Pennsylvania and Delaware Cleaners Association (PDCA).

Please charge my Credit Card in the amount of \$ _____
 VISA MasterCard AMEX

Number: _____

Exp. Date: _____ CID _____

Cardholder Name: _____

Billing Address: _____

Signature: _____

No booth space will be assigned until deposit/payment is received.

*some restrictions apply



Sponsorship Opportunities

\$2000 Platinum Sponsor

- Thank You poster at Saturday Evening event *plus*:
 - Recognition at all events/signage at entrance of exhibit hall
 - Company name on all pre-show publicity
 - Company logo on PDCA website for 1 year
 - Full page ad in EXPO Show Program
 - Full page ad in pre- and post-show PDCA Press Newsletter

\$1500 Gold Sponsor

- Recognition at all events/signage at entrance of exhibit hall
- Company name on all pre-show publicity
- Company logo on PDCA website prior to EXPO
- Half page ad in EXPO Show Program
- Half page ad in post-show PDCA Press Newsletter

\$1000 Silver Sponsor

- Recognition at all events/signage at entrance of exhibit hall
- Company name on all pre-show publicity
- Company logo on PDCA website prior to EXPO
- Quarter page ad in EXPO Show Program
- Quarter page ad in post-show PDCA Press Newsletter

\$500 Bronze Sponsor

- Recognition at all events/signage at entrance of exhibit hall
- Company name on all pre-show publicity
- Company logo on PDCA website prior to EXPO
- Business card ad in EXPO Show Program
- Business card ad in post-show PDCA Press Newsletter

All sponsors receive an immediate listing on the PDCA website/print ads upon receipt of payment.

Yes, we will be a sponsor.

Check enclosed in the amount of \$ _____, payable to Pennsylvania and Delaware Cleaners Association (PDCA).

Please charge my Credit Card in the amount of \$ _____ () VISA () MasterCard () AMEX

Company Name: _____ Cardholder Name: _____

Number: _____ Exp. Date: _____

Signature: _____ Billing Address: _____



Questions? Call 800-822-7352
or email Leslie@pdclean.org