



April 9-10, 2021

Home & Garden Show 2021 General Information

Hours. Event hours are Friday, April 9 from 12-8 PM and Saturday, April 10 from 9-6 PM.

Set-up is Thursday, April 8 from 8-6 and Friday from 8-11 (exhibit must be complete by 11:00).

Tear-down is Saturday, April 10 from 6-8 PM and Monday, April 12 from 8-11 AM.

Your Booth. You are encouraged to feature your newest items and services. Most spaces (except tabletops) will have an 8' backdrop with short side panels. Curtains are beige. Free wireless internet is available. Main floor space does not include tables or chairs, but tables and chairs can be rented, **if reserved in advance.** Tabletop exhibits include a 6 ft black skirted table. Average attendance is 4,000 – 6,000 people. The entire exhibit must fit within your allotted space and cannot be in walkway.

Free Exhibitor Passes. You will receive free passes for your exhibit workers as follows: 8 passes for Double booth or larger, 6 passes for Single booth, 4 passes for Tabletop and half booth. Admission is only \$5, so please ask your employees and family members who are not working to pay. Friday is 2-for-1 admission from 12-5.

Booth Judging. Judging will begin Friday at 11:00. Judging is based on originality, best use of space, and effective marketing of company and products. Awards will be presented Friday.

Hyder Burks Facility. No straw allowed in facility. Any landscaping material, such as mulch, must have heavy plastic under it. Use of water must be pre-approved. No helium balloons in the building. No alcohol, firearms or smoking on premises. Address is 2390 Gainesboro Grade in Cookeville 38501. Food sales or distribution of free food must be approved in advance. Facility information and directions at <https://www.tntech.edu/cahe/ag/tech-farms/hyder-burks.php>.

Event Production. The Home & Garden Show is produced by the Home Builders Association of the Upper Cumberland. For more information, call 931-528-7472 or email home@uchba.com.

Event Schedule/website. Full event schedule, and detailed information available at the Upper Cumberland Home Builders Association website at www.uchba.com.

Safety & Security: During event hours, **for your safety**, all doors will be locked, except the main front entrance and the back exhibitor/handicap entrance. **Do not unlock other doors.** Putnam Public Safety officials will walk through Friday at 11:00, and TTU Police will walk through periodically. Throughout the event, be on the lookout for any suspicious activity. If you "See Something, Say Something." If you see any business that is not exhibitor trying to sell to attendees, let us know.

Friday. Two for one admission Friday from 12-5, so expect a crowd Friday afternoon.

Home & Garden Show 2021 Rules and Regulations

1. Event Purpose: To educate & make the public aware of products and services available in the building industry.
2. Exhibitors agree to install attractive displays of products or services, and confine operations to exhibit space – not in aisles.
3. Quality of exhibits is important to the show, so a review is made of all exhibitors. HBAUC reserves the right to refuse any exhibit or exhibitor which in their opinion is not in the best interest of the show. HBAUC reserves the right to remove, without notice, an exhibit, exhibitor, its agents and property from the building. In the event of such cancellation, the exhibitor hereby waives any claim for damages or for the recovery of any rental monies.
4. Space is available for more than 170 exhibitors, so HBAUC will allow direct competitors within the show, but strives to keep each category to a practical minimum to make the show more appealing to the public and works to maintain space between competitors.
5. Exhibitors shall not sublet any space nor display any goods other than those manufactured or sold by them in the regular course of business. Persons providing any part of a display booth requiring material and labor apart from that of the exhibitor shall have the privilege to display a card not to exceed 18"x18" at that booth.
6. All exhibits using anything other than the curtains provided must finish the side of the partition exposed to the public. If the side or back of the exhibit is taller than the curtains, the exhibitor is responsible for draping or covering the exposed display as not to distract from the neighboring exhibits (example: exposed lumber). Exhibitors agree to arrange displays so as not to obstruct view of other exhibits or disturb general harmony of the show.
7. All display items must be moved in before the start of the show. Late arrivals (after 11:00pm on Friday) will not be guaranteed access into the facility and waive any claim for damages for recovery of any rental monies.
8. An exhibitor may not do construction on their booth during show hours.
9. All displays, signs, doors, or any other part of the display must stay within the confines of the rented booth and may not extend into the aisle. Fire codes require that aisles are not partially blocked in any way. **Displays and signs must be under 10' in height for safety reasons and to maintain visual field from upper level.**
10. Exhibitors selling from a booth are responsible for having proper licenses to conduct sales at the show. Exhibitors shall not ask for donations for a charitable organization.
11. Excessively loud displays are not permitted, and HBAUC reserves the right to refuse any exhibit which does not, in their judgment, conform to the general tenor of the Home & Garden Show.
12. No soliciting for business shall be permitted in the aisles or in other exhibitor's booths. Samples, catalogs, pamphlets, and publications may be distributed by exhibitors strictly within the confines of their own booth.
13. Neither HBAUC nor TTU takes responsibility for damages to exhibitors' property.
14. **Exhibitors shall park in the exhibitor parking area (east side of the arena or behind building) NOT in front of building.**
15. No trucks or vans with company logos are permitted in the WEST PARKING AREA or IN FRONT OF THE BUILDING without prior financial arrangement or authorization.
16. Electrical needs must be requested prior to Home Show. Exhibitors are responsible for bringing their own extension cords & must ensure that they are properly grounded.
17. No electric heaters or anything that uses excessive electricity permitted. If you have a heat source of any kind, you must have a fire extinguisher in your space.
18. Exhibitors are responsible for their exhibits during all show hours. Security is provided Thursday night, Friday night, and Saturday night.
19. **Displays shall not be dismantled or removed until 6pm Saturday, April 10.** Early tear-down is a distraction to neighboring exhibitors, a danger to the public, and not allowed by our liability insurance carrier, because of the increased liability exposure. **Exhibitors that tear down early will be fined \$100.**
20. Exhibitor shall be liable for any and all damages made to the building, carpet, walls, or equipment. Exhibitor agrees to hold harmless HBAUC, its employees, officers and volunteers. Exhibitor shall provide a certificate of general liability insurance.
21. All audio equipment in display must be played at a level so as not to disturb other exhibitors or customers. No sirens, horns or loudspeakers permitted.

UC Home Builders Association secures the right to interpret and amend Home & Garden Show rules and reserves the right to add additional rules to improve the integrity of the show.