EXHIBITOR INFORMATION AND SHOW RULES … to make Super Pet Expo a better place!

- Your booth cannot block the sight lines of neighboring Exhibitors
  - In the area of your booth space that is within 5’ of the aisle and 10’ of a neighboring booth, the display needs to be under 4’ high. If an issue, you will need to adjust your display.

- Exhibitors and their activities must be contained within the booth perimeter
  - Merchandise, displays and/or animals must stay inside your booth space. No solicitation outside of booth is allowed.

- Tents/Canopy – Fire Marshal Rules – Please notify Rick@AllShowServices.com if you plan to set up a tent
  - Tents MUST be approved in advance
  - A 10x10 is the largest allowed. No exceptions.
  - Multiple tents/canopies in a row are not allowed.
  - Tents/canopies must be fire-rated. Proof required.

- Shelters and Rescues must keep all pets and cages / X-Pens within their Booth Space
  - You are not allowed to have pets and/or volunteers hanging out in FRONT of your booth space.

- Shelters and Rescues cannot collect donations anywhere except in their booth
  - You are not allowed to walk the show floor collecting donations.

- All Display Vehicles must be approved and registered with the Expo Center 2-weeks Prior to Show
  - Vehicles need to have less than ¼ tank of gas, lock or tape gas cap and batteries must be disconnected.

- No affixing of any materials to the facility
  - This includes materials such as paste, tape or other adhesives including duct tape, double-sided tape, or masking tape, etc.

- No flammable materials may be used unless treated with a flame retardant
  - Including but not limited to bunting, tissue paper, crepe paper, etc.

- One company per booth – No sharing space!

- DO NOT advise attendees to return an item to your booth from a previous day’s purchase
  - Attendees must have purchased the weekend wristband pass or pay admission for that day to re-enter the show

- Move-In / Move-Out is done on a first-come, first-served basis for loading / unloading ONLY
  - You will need to check in with the Super Pet Expo staff before entering the building with your vehicle – this is limited to cars, vans, and SUVs. Large trucks and trucks with trailers are only allowed in on Thursday.

- Exhibitors must provide their own carts and/or dollies – none are available for use/rent

- Use only the specified entrance and exit
  - Opening of other interior doors creates a security breach which endangers you and your merchandise.
  - Do not prop doors open at any time.

- DO NOT pack-up your booth early!
  - No unsold merchandise will be permitted to be removed from the hall prior to 5 PM on Sunday. Exhibitors moving out early will not be welcome at future shows.