



1147 S White River Pkwy E Drive
 Indianapolis, IN 46225
 Phone: 317.635.9606
 Fax: 317.634.0993
 email: indianapolis@fernexpo.com

Christmas Gift & Hobby Show 2018

November 07 - 11, 2018

Indiana State Fairgrounds - West Pavillion , Indianapolis, IN

03-00543-18

Discount Deadline:
October 24, 2018

Booth Equipment

- Green/Red 8' Background Drape
- Red 3' Side Drape
- Company I.D. Sign

Move-in Dates & Times

Sunday, November 4, 2018	9:00 AM - 3:00 PM
Monday, November 5, 2018	9:00 AM - 9:00 PM
Tuesday, November 6, 2018	9:00 AM - 3:00 PM

Aisle Carpet:

Aisles will be carpeted with Red Carpet.

Show Dates & Times

Wednesday, November 7, 2018	10:00 AM - 8:00 PM
Thursday, November 8, 2018	10:00 AM - 8:00 PM
Friday, November 9, 2018	10:00 AM - 9:00 PM
Saturday, November 10, 2018	10:00 AM - 9:00 PM
Sunday, November 11, 2018	10:00 AM - 5:00 PM

Utilities:

Electrical and Internet are handled by ERMCO. These forms can be found in the Exhibitor Service Kit.

Please Note:

This is a non-carpeted venue. However, Fern offers a variety of flooring options to compliment your company color/logo.

Move-out Dates & Times

Sunday, November 11, 2018	5:00 PM - 9:00 PM
Monday, November 12, 2018	8:00 AM - 3:00 PM

Advance Warehouse Shipments

Must Arrive By:

Thursday, November 1, 2018

Show Site Shipments

Cannot Arrive Before:

Sunday, November 4, 2018

Carriers must be checked in at event site for move-out by:

Sunday, November 11, 2018 7:00 PM

About this Exhibitor Kit

As the Official Service Contractor for this exposition, we are enclosing various equipment rental and service order forms for your information and use. In addition to the Fern forms, you may find forms enclosed for services performed by the facility or other suppliers. Please give special attention to see that forms and payments are directed to the address indicated on each order form. Some services may not be provided by Fern.

We realize that exhibiting in a convention can be complicated. If you need assistance or additional information that is not addressed in this Exhibitor Service Manual (ESM), please contact our Exhibitor Services Department.

We look forward to serving you.

Ways to order:

ONLINE*

Login & Place Orders:
oe.fernexpo.com

FAX*

Send completed forms to:
 Fax: 317.634.0993

MAIL

Send completed forms to:
 Fern
 1147 S White River Pkwy E Drive
 Indianapolis, IN 46225

*Credit Card Transactions Only

show information

080318-93343