

CINCINNATI  
**HOME  
+GARDEN  
SHOW**  
— SINCE 1969 —

# SHOW REQUIREMENTS

**FEB. 25-26 &  
MARCH 2-5, 2023**

Duke Energy Convention Center

Please be aware of the following rules regarding exhibiting in the show! These are mandatory and will benefit your experience with the show.

- \_\_\_\_\_ **I MUST** staff my booth from open to close each day of the show.
- \_\_\_\_\_ **I MUST** have a representative from my company check in at the show office and pick up exhibitor badges. An exhibitor badge must be presented to gain access to the show.
- \_\_\_\_\_ **I MUST** stay completely within the dimensions of my booth without protruding into the aisles or into other exhibitors' booth space. Aggressive behavior will not be tolerated on-site and those who do not comply will not be invited back to future shows.
- \_\_\_\_\_ **I MUST** not share my exhibit space with another entity. I understand that each exhibit is restricted to the products and services contracted.
- \_\_\_\_\_ **I MUST** have an 8' high solid back wall extending the entire width of my display. Drapes do not qualify as a solid wall (excluding aisle 550 Marketplace and Lobby Garden Market). I understand this wall **MAY NOT BE** higher than 8'.
- \_\_\_\_\_ **I MUST** adhere to the fact that while sidewalls are not required, if I choose side walls, the 8' high partition or wing may only come out 5' from the back wall and **MUST** be finished. A 3' high partition may come out the full 10' from the back wall and must be finished on the back side. I may not use doors, windows, or furniture as my side wall. If I am not in compliance or I am blocking my neighbor, I will be required to change my booth display prior to the show opening.
- \_\_\_\_\_ **I MUST** know that tents or canopies are not permitted and will only be accepted with written approval first. Photos required.
- \_\_\_\_\_ **I MUST** have all signs below 8'. Signs must be one-sided and not face into other exhibitors' booths. I understand that flags (banners on poles) are not allowed unless I have at least a 400 sq. ft. end cap. No signs are permitted to be hung from the ceiling unless I have at least 400 sq. ft. of booth space.
- \_\_\_\_\_ **I MUST** provide carpet or other appealing flooring that covers the entire dimensions of my booth either by renting from the show decorator or providing my own.
- \_\_\_\_\_ **I MUST** professionally drape and skirt, with cloth coverings (no plastic/paper), any tables used in my booth either by renting them from the show decorator or providing my own. I understand that bed sheets and plastic tablecloths are not permitted. Tablecloths should come to the floor.

**PLEASE BE AWARE THAT FAILURE TO FOLLOW EACH OF THESE RULES MAY RESULT IN YOUR COMPANY NOT BEING PERMITTED TO EXHIBIT IN FUTURE SHOWS!**