



Coastal Living Show

Sponsored by the Wilmington Woman's Club, Inc

March 20-21, 2010 Schwartz Center – Cape Fear Community College, 601 N Front St, Wilmington, NC 28401

Rules & Regulations

Contracts/Application

Fill in contract completely

Return contract with full payment by Feb 5, 2010

Make Check or money order payable to Coastal Living Show

Check number of electrical outlets needed. No power strips may be used! Spot lights limited to two per booth.

Show Hours:

Move-In	Friday, March 19, 2010:	4:00 pm – 9:00 pm
Exhibit Hall Open	Saturday, March 20, 2010:	10:00 am – 5:00 pm
	Sunday, March 21, 2010:	11:00 am – 4:00 pm
Move-Out	Sunday, March 21, 2010	4:00 pm – 6:30 pm

CFCC requires large trucks to unload in the back of the Schwartz Center. Pick-up truck, SUVs and vans may unload in the front. Be courteous to others and do not leave your vehicles once you have unloaded.

Booths

Booth furnishings may be rented from Jamie Adams through Coastal Show Services. 910-791-2909

The floor covering is blue. Adding carpet to your space will make your space more attractive. (Divider curtains are black or blue)

Give-a-ways, handouts and prizes are great ways to attract people to your booth.

Booths must be manned at all times. Club members will volunteer for brief periods if asked.

BOOTHS MUST NOT BE DISASSEMBLED UNTIL THE SHOW CLOSES ON SUNDAY. Your cooperation is expected as each attendee deserves to see the entire show.

No money will be refunded if the show closes early due to circumstances beyond our control.

If you are unable to fulfill your contract, 50 % of your money will be refunded prior to February 5, 2010.

Badges and Booth Personnel

All exhibitors and workers must enter the Schwartz Center at the back door entry and workers will be verified by a list of names supplied by the Exhibitor on move-in day, March 19, 2010.

Badges will be furnished. You will receive these at the Information Booth located at the back door entry on Saturday morning.

Badges must be worn at all times.

Hospitality

Friday – 5:00 pm – 6:30 pm light supper will be provided by the Wilmington Woman's Club in the Lobby area of Schwartz Center. The Hospitality Room is located across the courtyard from the Schwartz Center. Drinks and snacks will be available courtesy of the WWC. No one will be allowed in the hospitality room without a badge!

Saturday – 9:30 am – 4:30 pm

Sunday – 10:30 am – 4:00 pm

Charity

The Wilmington Woman's Club produces the Coastal Living Show to make an impact on the community by donating the profits to charity. We thank you for your participation and we hope that the show enhances your business.

Exhibitor Chair:	Ida Newton	910-799-8825	Cell: 910-612-7325
Exhibit Co-Chairs:	Wini Guthrie	910-350-0825	Cell: 910-512-0308
	Nancy McGowan	910-799-3604	Cell: 910-520-3019

Exhibit Sales

Coastal Living Show Chairs:	Lois Parker	910-791-3740	Cell: 910-297-2656
	Sylvia Brown	910-686-9123	Cell: 910-520-4497