



**Show Hours:**

Friday, April 20, 2018: 5pm to 7pm-VIP Event  
Friday, April 20, 2018: 7pm to 9pm VIP/Vendor Party  
Saturday, April 21, 2018: 10am to 6pm  
Sunday, April 22, 2018: 10am to 5pm

**JBM & Associates would like to welcome you to the Charleston In-Water Boat Show. Enclosed you will find pertinent information to help you prepare for the show.**

**JBM & Associates:**

1282 Pendleton Street  
Greenville, SC 29611  
O: 864-250-9713  
F: 864-250-0434  
[email@JBMSHOWS.com](mailto:email@JBMSHOWS.com)

Jacqui Bomar, President  
C: 843-364-0218  
[Jacqui@JBMSHOWS.com](mailto:Jacqui@JBMSHOWS.com)

Debbie Taylor, Operations Director  
C: 864-884-4435  
[Debbie@JBMSHOWS.com](mailto:Debbie@JBMSHOWS.com)

Susan Brewer, Sales  
O: 864-250-9713  
[Susan@JBMSHOWS.com](mailto:Susan@JBMSHOWS.com)

**Tickets:**

VIP Tickets: \$50  
Adults: \$10  
Two-Day Pass: \$15  
Senior: \$8  
Military: \$5  
Children 4 to 12: \$5  
Children 3 and Under: Free

**Show Location:**

Bristol Marina  
145 Lockwood Drive  
Charleston, SC 29403

Brittlebank Park  
185 Lockwood Drive  
Charleston, SC 29403

**Hotel Accommodations:** Visit "Show Details," "Hotel Accommodations" at [www.CharlestonInWaterBoatShow.com](http://www.CharlestonInWaterBoatShow.com) for discounted rates at surrounding hotels.

**Show Layout:**

Visit <http://www.expocad.com/host/fx/JBMshows/18ciwbs/default.html> to view the interactive show layout.

**Final Payment:**

The final payment for exhibit space is due April 6, 2018.

**Certificate of Liability Insurance:**

ALL vendors must send JBM & Associates a Certificate of Liability Insurance with JBM & Associates listed as additionally insured for the Charleston In-Water Boat Show, April 20-22, 2018, by April 6, 2018. If you do not have existing coverage and need to order temporary coverage for the show, please visit [https://www.TotalEventInsurance.com/app/Custom er/ExhibitorAnnual.aspx?eid=minPb0vJ1XY\\$](https://www.TotalEventInsurance.com/app/Custom er/ExhibitorAnnual.aspx?eid=minPb0vJ1XY$)

**Credentials:**

Vendor badges will be distributed at Vendor Registration Desk upon move-in, located at the show entrance. Additional badges may be purchased for \$5

each if lost or stolen or if you have additional employees working in your exhibit space.

**Will Call:**

Will Call will be located at the front entrance.

**Booth Information:**

**10x10 Land Booths 1 through 22:** Inside Large Tent

**10x10 Land Booths 30 through 73:** Include 10x10 High Peak Tent, No Sidewalls

You are welcome to bring tables and chairs. If you do not have these items and wish to rent them, please call Rebecca at PRX Exposition (803)978-9703.

**Move-In/Move-Out Schedule:**

**In-Water Space:**

Schedule will be e-mailed two weeks prior to show.

**Land Bulk Space:**

Schedule will be e-mailed two weeks prior to show.

**Booth Move-In:**

Friday, April 20: 9am-3pm

All booths must be set and complete by 4pm.

\*Please note all gates to the park will be locked beginning Friday at 3pm, however, security will only be on-site Friday and Saturday night.

Friday, April 20: 9am to 3pm (set-up must be complete no later than 4pm for show opening at 5pm) All vehicles will be out of the park by 3pm.

\*If it is raining immediately prior to or during move-in, you will NOT be permitted to drive in during move-in.

\*If not raining and you need to drive into the park to move-in, your vehicle must be quickly unloaded and moved out of the park immediately.

**Booth Move-Out:**

Sunday, April 22, 2017: 5pm to 9pm

\*ALL LAND SPACE MUST BE MOVED OUT BY 9PM ON SUNDAY. NO EXCEPTIONS.

\*If it is raining immediately prior to or during move-out, you will not be permitted to drive in during move-out.

**Power:**

Please note that the boats on the demo dock do not have access to power.

Power for Brittlebank Park can be ordered by calling PRX Exposition Services, Rebecca at (803)978-9703.

**Sales Tax:**

The South Carolina Department of Revenue Sales Tax

Forms will be distributed at the show, or you will be contacted by a representative.

**Security:**

Overnight security will be provided on Friday and Saturday night. JBM & Associates is not responsible for stolen or damaged merchandise or displays. Please be sure to secure or take valuables with you at night.

**Show Office:**

The show office will be located near the booth tent beginning Wednesday, April 18, 2017 at Noon.

**Vendor Parking and Entrance:**

Vendor Parking is available for free on a first come, first served basis in the MUSC Parking Lot (only 100 spaces) on Lockwood Boulevard Friday after 5pm, Saturday and Sunday only. Once this lot is full, Vendor Parking will be available in the Hagood Lot behind the Charleston Police Department for \$5 per vehicle. Please see the enclosed map for reference.

You will not be allowed to park inside the park. If you have special needs for trailer parking, please contact Debbie@JBMSHOWS.com. To enter the show, all vendors must show their badge and enter through the main show entrance.

**Special Note:**

Boat demos are permitted only from the designated demo dock.

**Vendor Banners:**

Beginning Friday morning, exhibitors are permitted to hang banners on the show fence. Space is available on a first-come, first-served basis. Weather permitting, if your banners are removed due to high winds, you may retrieve them from Show Information. It is the vendor's responsibility to retrieve their personal property from Show Information prior to the close of the show. JBM & Associates is not liable for lost or damaged banners.

**Boat Landing**

Wappoo Boat Landing is the best and closest place to launch a boat. If you need a travel lift, please call the City Boatyard at 843-884-3000 and ask for Edward Parker.

**Bridge Openings**

Wednesday, April 18: 10:30am

Thursday, April 19: 10:30am

Sunday, April 22: 7:30pm

Monday, April 23: 10:30am

## MARKETING OPPORTUNITIES: PRIZES & GIVEAWAYS

**Deadline Date: April 6, 2018** (We will accept prizes after this date, but anything contributed past this date may not be listed in the Show Program).

A great way to entice attendees to the Charleston In-Water Boat Show is to raffle off great prizes. This is also a fantastic way for your company to capitalize on its participation, as we will list your prize on the website, in the official show program, in the mobile app and on the on-site signage. Please complete and submit this form if you plan to donate a prize valued at \$100 or more. Winners will be drawn on Sunday, April 22, 2018 and recipients do not have to be present to win. We will call the winners to pick up their prize, or we will put them in touch with your company for pick up.

Name: \_\_\_\_\_

Company: \_\_\_\_\_

Prize Name: \_\_\_\_\_

Brief Description of Prize: \_\_\_\_\_

---

### Sample Giveaways:

Gift certificates for products or services, fishing expeditions/guided tours, boat slip certificates, hitch covers, boat lifts, towing services, fishing supplies – tackle, lures, rods and reels, nautical clothing and accessories, vacations, gift baskets, engine or boat giveaways, instructional teaching lessons for boating/water safety.

### Return This Form To:

Susan Brewer  
JBM & Associates  
1282 Pendleton Street  
Greenville, SC 29611  
P: 864-250-9713  
F: 864-250-0434  
Susan@JBMSHOWS.com

Shoff Darby Companies Inc.  
100 Technology Drive Suite 200  
Trumbull, CT 06611  
T#800-840-7762  
F#203-445-2137

National Association of Consumer Shows  
Exhibitor Reporting Form 17/18

Exhibitor Name \_\_\_\_\_

Exhibitor Address \_\_\_\_\_

\_\_\_\_\_

Exhibitor Phone # \_\_\_\_\_ Fax # \_\_\_\_\_ Email \_\_\_\_\_

Event Manager \_\_\_\_\_

Event & Location \_\_\_\_\_

\_\_\_\_\_

Date of Event \_\_\_\_\_

What are you exhibiting/selling? \_\_\_\_\_

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Limit of Liability \$1,000,000

Premium:

Non-food Exhibitor \$70.00 each booth

Please enclose check for the applicable amount, make payable to Shoff Darby, 100 Technology Dr, Suite 200, Trumbull, CT. 06611

Credit Card Payments: AMEX/MC/Visa # \_\_\_\_\_ Exp Date \_\_\_\_\_

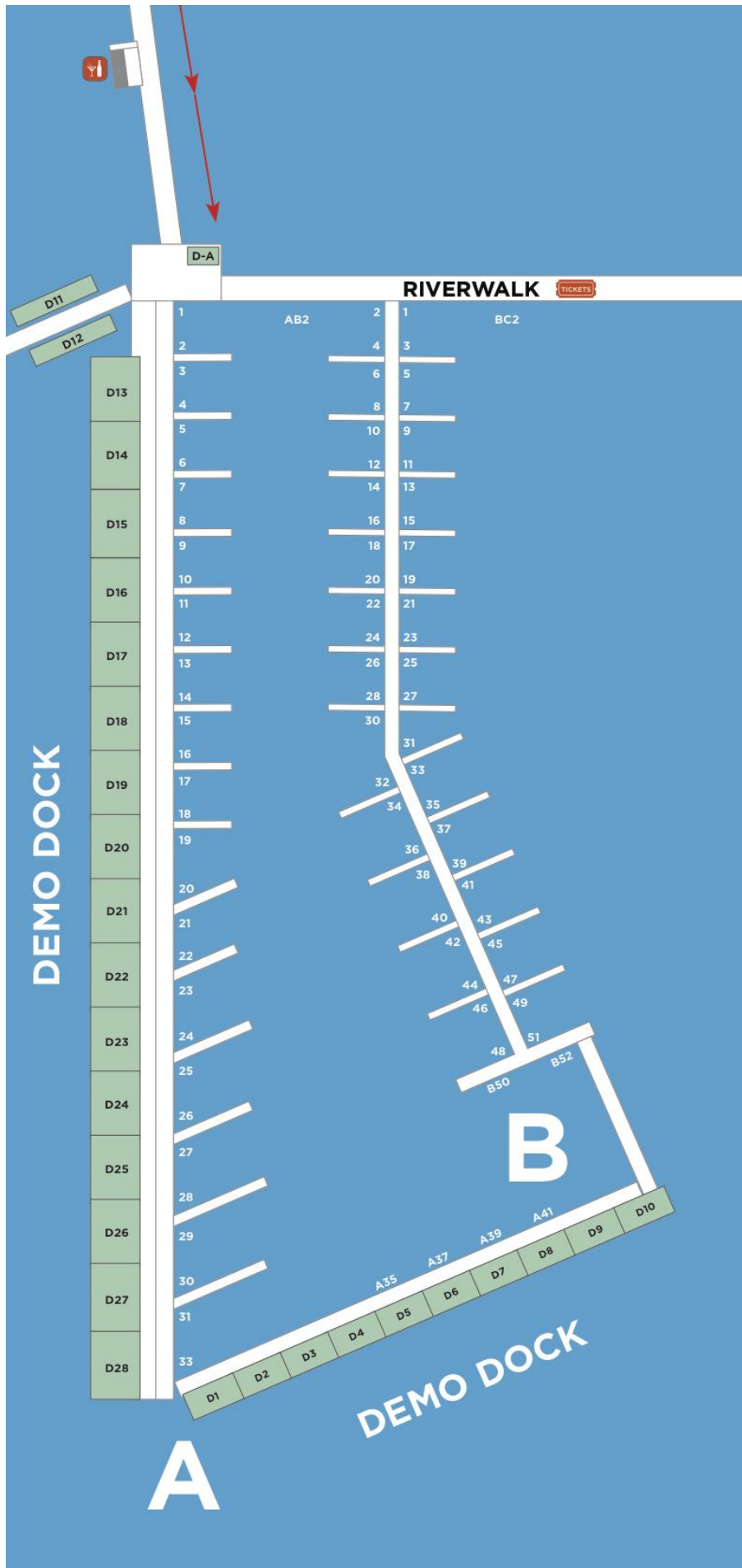
Signature \_\_\_\_\_ Sec Code \_\_\_\_\_

Cardholder name \_\_\_\_\_

Billing address \_\_\_\_\_

Coverage is provided for your liability at the event only. Coverage is for the dates of the event only. You should obtain separate liability coverage for the daily operations of your business. Certificate for your liability at this event will be faxed to you upon receipt of form and payment.





**VENDOR CHECKLIST**

Show Management Forms	Return To	Deadline Date
Promotional Giveaways Form	JBM & Associates	April 6, 2018
Final Payment for Exhibit Space	JBM & Associates	April 6, 2018
Certificate of Liability Insurance	JBM & Associates	April 6, 2018
Guest Ticket Order Form	JBM & Associates	No Deadline
Décor Service Forms	Return To	Deadline Date
Land Electrical	PRX Exposition Services	April 18, 2018
Tents and Furniture	PRX Exposition Services	April 18, 2018

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**THANK YOU TO OUR PARTNERS!**

