



12th Annual Arlington Home Show and Expo
SATURDAY, APRIL 14, 2018, 10 am – 4 pm

Kenmore Middle School,
200 S. Carlin Springs Rd, VA 22204

Presented by: Resilient Virginia
In partnership with Arlington County's Housing Division
and the Virginia Cooperative Extension

www.ArlingtonHomeShow.org
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phone: 202-599-0665

Home Show FAQs (Frequently Asked Questions)

1. Where and when is the show taking place?

The show is at the **KENMORE MIDDLE SCHOOL, 200 S. Carling Springs Rd., Arlington, VA 22204**, just off Route 50 (exit Carlin Springs Rd.). **Saturday, April 14, 2018, from 10 AM – 4 PM**

2. What are the booth prices and sizes?

Early Bird Pricing is available from Dec. 18 until March 09, 2018

\$500 – 10' x 10' Booth (single)

\$900 – 20' x 10' Booth (double)

Surcharges (Early Bird):

Corner-Booth: \$60

Electric Power Hookup: \$100

3. How do I register for the show?

- Register online here: <http://arlingtonhomeshow.org/exhibitor-registration/>
- You will receive from us a confirmation and an invoice within two business days.
Confirmations and Invoices are sent via email to the email address stated in your registration.

4. How do I pay for my booth?

- Our invoices are electronic and can be paid conveniently online with any credit card.
- You can also pay by check made to: **Resilient Virginia - Arlington HomeShow**
- Send payment to:
Resilient Virginia – Arlington Homeshow
P.O. Box 6539
Arlington, VA 22206

5. How do I select my booth

Booths are available on a first-come-first-serve basis. A regularly updated Floorplan is accessible through the [Exhibitor Registration Page](#) and shows current availability. During the registration process you can enter up to three booth preferences.

6. Can I join two single booths into a double booth

Yes, as long as the booths are next to each other in **horizontal** direction.

7. When can I set up my booth?

You can **set up your booth on**

- **Friday, April 13, from 7 PM-10:00 PM or**
- **Saturday, April 14, from 7:30 AM – 9:30 AM.**

8. Important Setup Instructions:

- **Entrance – doors / gate clear dimensions: 7ft wide, 8ft tall**
- **Carpet and protective floor:** The show takes place in a large gym with hardwood floor: Please **bring your own carpet to protect the floor at your booth (10x10ft or 10x20ft)**. Please let us know if you can't provide a carpet for your booth. We have the limited ability to provide carpeting.
- **Bring your dolly if you require one. Please use dollies with soft rubber wheels.**
- **Bring your own extension cord/power strip** if you are using electricity. Do not drag anything across the floor.
- Do not pierce the floor or use duct tape or adhere anything to the floor except with painters tape.

If you have any questions please ask us. We will be there to help.

9. Where do I unload my booth items?

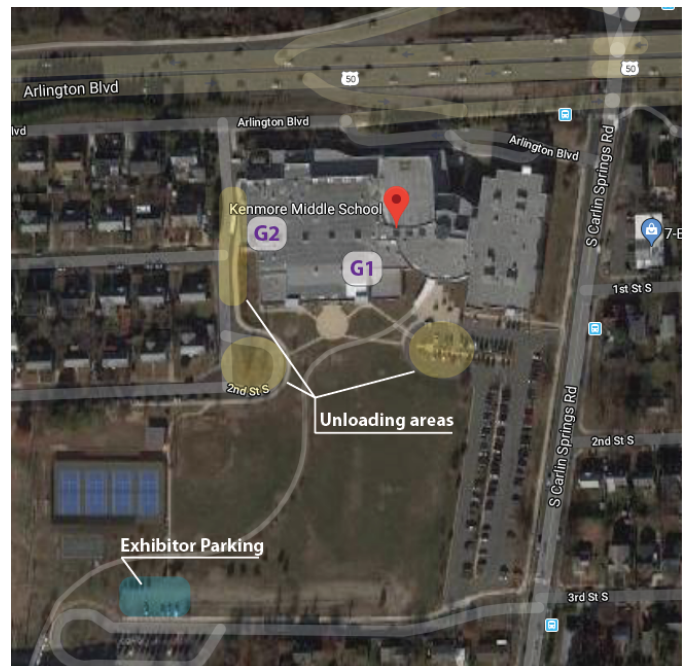
There are two loading gates: G1 and G2. In your exhibitor packet you'll be assigned one and asked to drive up to one of the 'yellow' areas to unload and later pick-up. There's a parking area for exhibitors in the SW corner of the facility. Please use the exhibitor parking permit on your dashboard when loading and unloading. (Permit will be supplied with exhibitor information packet, which will be sent to you one week before the event.)

Trucks are not allowed to enter the show hall.

10. What will be in my booth?

Your booth will have one to two (depending on booth size) 6'x 2' tables and 2 chairs. The show is not supplying signage, so you need to bring your own. You should also bring your own carpet or floor covering.

Of course you can bring your own booth setup but please let us know in advance.



11. How are the booths configured?

See the floor plan available on the web site (www.arlingtonhomeshow.org). There will be pipe and drape along the back of the booths but not between booths on the same aisle.

12. When can I take down my booth?

The show ends at 4 PM and we strongly discourage you from taking down your booth until the show officially ends. You can **take down your booth between 4 PM and 6:00 PM.**

13. Where do I park during the show?

During the show hours, please park your vehicle in the indicated 'blue' parking lot at the SW corner of the facility. A map with the parking information will be sent to you one week before the show.

14. Are breakfast and lunch supplied by the show?

Breakfast (Donuts/Snacks and Coffee) is complimentary for exhibitors. You'll receive a discount pass for lunch and snacks during the day at our vendor.

15. If I have questions before the show, who do I contact?

Contact the Show's Manager, Mr. Takis Karantonis at 202-599-0665 or email takis@arlingtonhomeshow.org.

16. If I have questions at the show, who do I contact?

Show staff will be in the facility at set-up time and during the show. Also you can go to the information booth during the show if you have questions.

17. If I am a presenter, when will I know the details of time and length of my presentation?

Final presentation details will be provided to speakers by **March 16, 2018**. The presentation agenda will be posted on the Arlington Home Show website.

Questions? Please call Takis Karantonis at 202-599-0665 or email takis@arlingtonhomeshow.org.