



BECOME AN EXHIBITOR

YOU'LL FIND YOUR TARGET CUSTOMER HERE!

The Air Conditioning Contractors of Ohio and the Plumbing-Heating-Cooling Contractors of Ohio are hosting their Annual Expo on March 28, 2019 at the Embassy Suites/Rockside, Cleveland, Ohio.

Our Annual Expo will connect you with serious customers. Hundreds of owners and managers who make the purchase decisions for their companies attend our Annual Expo each year.

When it's time to make a purchase decision, those face-to-face meetings will make a huge difference—one that pays off for you and your company. They research in advance, come to the Expo to evaluate their options, and buy!

Last year over 275 decision makers were in attendance. Our Expo will provide you with new prospects and qualified leads. A complete mailing list of all attendees will be provided to all exhibitors within a few weeks following the close of the Convention.

Enclosed you will find an Expo contract and details for your consideration. Exhibit opportunities for vehicles and oversized equipment are also available. Space is limited and will be reserved on a first-come, first-served basis, so be sure to reserve your space soon. **“Early birds”, “Multiple booths” and “State Associate Members”** receive discounts, so act now and be part of this exciting venture.

If you have questions, please contact the Convention office at 877-553-EXPO. Thank you again for your support. We'll be looking for you in Cleveland!

Mike Aerni
ACCO Convention Co-Chair

Paul Episcopo
PHCC Convention Co-Chair

Location:

Embassy Suites

5800 Rockside Woods Blvd / Cleveland, OH 44131

Phone: (216) 986-9900

Installation of Exhibits

Thursday, March 28, 2019 11:00 a.m.— 3:00 p.m.

Exhibit Date and Hours

Thursday, March 28, 2019 3:00 p.m.— 7:00 p.m.

Breakdown

Thursday, March 29, 2019 7:00 p.m.— 9:00 p.m.

Allocation of Booth Space:

Exhibit space at the 2019 EXPO **will be assigned according to the date the completed application and deposit are received.**

Booth space may be released to waiting list, and deposit forfeited, if booth space is not paid in full by February 28, 2019.

Application for exhibit space must be made on the official application form, and the name and description of the product(s) to be exhibited must be indicated.

Official Decorator:

Geo. E. Fern Co.

1500 Old Leonard Ave.

Columbus, OH 43219-2509

614-253-1500 / Fax: 614-253-9101

Exhibitor Assist: Arrangements may be made through Geo E. Fern Co. for extra needs at cost from the supplier. Labor for unpacking and repacking crates and the installation and dismantling of displays will be available on site.

Electricity: Arrangements for electricity, power strips, extension cords, etc. in your booth must be ordered directly from Ohio convention office (separate fee applies).

Who Should Exhibit? If you provide products or services that are serviced and/or installed by plumbing, HVAC, refrigeration, and/or hydronics contractors, or if you provide products or services which are used by contractors in their businesses, you should participate in the 2019 EXPO.

Companies Providing the Following are Being Sought

tubs	piping
boilers	HVAC equipment
spas and hot tubs	showers
computer hardware and software	tools
faucets and fixtures	sewer and drain cleaning
hydronics	remote beepers
lavatories	duct cleaning equipment
materials handling equipment	man lifts
communications	GPS tracking systems
services and installation	excavating equipment
trucks	equipment rental
safety equipment	green energy
flat rate pricing programs	solar thermal
	photovoltaic

Exhibitor Publicity Support and Deadlines:

The Air Conditioning Contractors of Ohio (ACCO) and the Plumbing-Heating-Cooling Contractors of Ohio (PHCC) provide maximum exposure to those companies that exhibit at the convention. Exhibit contracts are accepted until the day of the EXPO pending on space availability.

Contracts received prior to November 15, 2018 will ensure publication in the Ohio PHC Contractor magazine as well as on-site listings (PHC Magazine reaches over 6,000 contractors, inspectors and building officials statewide).

Complimentary “tickets” for prospective attendees to the EXPO will be provided upon request to all exhibitors to distribute to customers at your place of business and/or as inserts in billings.

An Exhibitor Directory will be published for distribution to all attendees as well as in the promotional and post-convention materials. We will also provide a link from our website to yours. **It is VERY important that you include on the contract the products you plan to display, as well as your web site and a phone number where you can be contacted.**

Sponsorship: Each level includes special features for cost effective use of your representatives’ time and your dollars. Your exhibit and sponsor support provide state-of-the-art education for over 150 convention attendees and over 250 contractors attending the EXPO. Call the convention office for details at 877-553-EXPO.

Don’t Wait! Only 90 booths available—don’t miss out in 2019!

NOTE: Payment in full not received by February 28, 2019 will render the space available for another exhibitor and forfeiture of the deposit. Please make sure your payment is timely.

EXPO '19 Rules and Regs

Use of Space: ACCO and PHCC Ohio reserves the right to decline or prohibit any exhibit which in their opinion is not suitable to and in keeping with the character of the exhibition. No subletting or assignment of space will be permitted.

Payment for Exhibit Space: All exhibits must be paid in advance of the convention. Booths not fully paid for will not be permitted to open. **A 5% discount will be honored if payment in full is received by November 30, 2018.**

Cancellation Policy: Full refund if cancellation received no later than November 15, 2018. 50% of booth space payment will be refunded with cancellation received in writing between November 15 and December 31, 2018. Sorry, we cannot refund after January 1, 2019.

Display and Description: Each exhibitor will be provided with a 41" x 4" sign, a table and chair according to contract. The entire exhibit hall is carpeted. Additional needs can be met through arrangement with the decorator, Geo. E. Fern Co. Exhibits must be arranged so that they are completely within the allotted space. Ample space must be provided within the booth for all exhibitor personnel. Exhibits must conform to size of space and must be arranged so as not to obstruct the view or interfere with the exhibiting of others. Displays having unfinished or unsightly exposures at the rear or sides must be covered in an acceptable manner at the exhibitor's expense and to the satisfaction of the committee.

Installation and Removal of Exhibits: Exhibitors may begin installation of displays at 11:00a.m. on Thursday, March 28, 2019. Booths must be in complete order by 3:00p.m. **Each exhibitor agrees not to dismantle the exhibit or remove any display articles from the booth before 7:00 pm.**

Shipping Instructions and Exhibit Labor: **Upon receipt of an exhibit contract and deposit/payment, an information packet including materials handling and additional services available from the decorator, Geo. E. Fern Co., Columbus, OH, will be emailed to you.** Directions regarding early shipment of booth contents as well as outbound shipping information will be included.

All crates in which exhibits arrive must be removed from the exhibit area immediately and may be retrieved following the close of the EXPO. If any exhibitor fails to remove his exhibit accordingly, ACCO and PHCC Ohio may remove such exhibit to a storage facility at the risk of the exhibitor, who shall pay all expenses thus incurred and the damage incurred by ACCO and PHCC Ohio on account thereof.

Exhibitor Registration: No one will be permitted in the exhibit area without a name badge. Advance registration is available for all exhibitors and contractors. Badges may be picked up at the convention registration desk after 11:00 a.m.

Amplification: The use of microphones, recordings, movies, slides or other audio-visual equipment is permissible; however, the sound volume of any such device must not exceed that of

normal conversation voice level or be objectionable to neighboring exhibitors. *Any recordings using music must be pre-approved by ACCO and PHCC Ohio and are subject to additional charge.

Safety Precautions: All material and installations must conform to the requirements of the building and inspection authorities having local jurisdiction. All flammable materials must be flameproof before being taken into the exhibit area. Exhibitors must pay for all necessary permits and licenses should any be required for their individual respective displays.

Liability and Insurance: ACCO and PHCC Ohio will not be responsible for any loss, damage, injury or theft that may occur to the exhibitor or the exhibitor employee or property from any cause whatsoever, prior, during or subsequent to the period covered by the exhibit agreement. The exhibitor, in signing the agreement, expressly releases ACCO and PHCC Ohio, Geo. E. Fern Co. and the Embassy Suites and agrees to indemnify same against any and all claims for loss damage, or injury. Each exhibitor must make provisions for the safekeeping of his exhibit materials during and after the close of the exposition. Exhibitors must protect their equipment and goods so that no injury or damage will result to the public or the exhibit area. Exhibitors will be responsible for any such charges.

Notice to Exhibitors Displaying Water-Contained Structures: The structure must be completely surrounded by plastic and an insulated wall to contain spills. Pre-fabricated structures are acceptable. You may be charged for filling display with water.

Return Contract to:

Mail: 8226 Stoney Brook Dr, Chagrin Falls, OH 44023
Email: rocco@ohioconvention-phccacco.org
Fax: 216-393-0095

Questions? 877-553-EXPO

www.ohioconvention-phccacco.org

Co-Chairs:

Mike Aerni, ACCO & Paul Episcopo, PHCC

