



February 21-23, 2025
South Carolina State Fairgrounds

Exhibitor Kit

Hosted By the Midlands Boat Show Group, LLC

Produced by JBM & Associates, LLC

TABLE OF CONTENTS

GENERAL SHOW INFORMATION.....	3-5
SHOW GUIDELINES.....	6-7
EXHIBITOR CHECKLIST.....	8
SHOW CONTACTS.....	9
PROMOTIONAL GIVEAWAYS.....	10
GUEST TICKET ORDER FORM.....	11
PARKING GUIDE & MOVE-IN SCHEDULES.....	TO BE SENT TWO WEEKS OUT

GENERAL INFORMATION

On behalf of the Midlands Boat Show Group, LLC and JBM & Associates, we welcome you to the Columbia Boat Show. Enclosed you will find the Exhibitor Kit with all the pertinent information to help you prepare for the show. The Exhibitor Kit can also be downloaded under the "Exhibitors" tab on the website at www.TheColumbiaBoatShow.com.

LOCATION:

South Carolina State Fairgrounds
1200 Rosewood Drive, Columbia, SC 29201
www.scstatefair.com

SHOW HOURS:

Friday, February 21, 2025: 10am - 8pm
Saturday, February 22, 2025: 10am - 7pm
Sunday, February 23, 2025: 10am - 6pm

TICKETS:

Adults - \$12 at the gate; \$10 online
Two Day Pass - \$15
Children 4-12 - \$6
Seniors & Military - \$10 at gate; \$8 online
Children three and Under - Free

Parking \$5

EXHIBITOR AND SHOW INFORMATION

To view your booth location and the show layout, please click here or paste to your URL:

<https://www.expocad.com/host/fx/JBMshows/cola25/efx.html>

CERTIFICATE OF LIABILITY INSURANCE

ALL exhibitors must send JBM & Associates a Certificate of Liability Insurance with JBM & Associates listed as additionally insured for the Columbia Boat Show, February 21-23, 2025, by January 13th, 2025. If you do not have existing coverage and need to order temporary coverage for the show, please use the link below to purchase for \$65 from our agent.

[Total Event Insurance - Exhibitor Application](#)

GUEST TICKETS:

Guest tickets can be ordered in advance by completing the form on page 11 in this kit. Final date to order February 11, 2025.

Exhibitors may also purchase guest tickets during the show at the Show Information Desk in the Lobby.

EXHIBITOR ENTRANCE:

Exhibitors may enter the facility 8am prior to the show opening on Friday, Saturday and Sunday. All exhibit personnel must show their exhibitor badge to enter the exhibitor entrance and to enter the show during show hours.

EXHIBITOR BADGES:

Badges are restricted solely to employees working in your exhibit. **Non-working employees, customers and family members of the exhibitor should be provided with guest tickets supplied by the exhibitor.** The number of badges allowed per exhibitor will be based on the size of the space contracted. See the chart below for the maximum number of badges allotted to your company:

Booth Space	6 Badges
Bulk Space	12 Badges

During move-in and show hours, badge pick-up will be available at the Show Office located in the front of the Cantey building. Please look for the Exhibitor Registration/Show Information Desk. Show Management is not responsible for lost or stolen badges. Exhibitors only may purchase replacement or additional badges for \$5 each.

BULK SPACE MOVE-IN/MOVE-OUT:

- **All Bulk Space:** A detailed schedule for inside and outside bulk space will be e-mailed two weeks prior to the show.

Moore Building & Outside BOOTH EXHIBITOR MOVE-IN/MOVE-OUT:

- **Move-In:** Thursday, February 20th, 9:00am-8:00pm
- All exhibits must have a staff member present during all hours of the show.
- **Booth Move-Out:** Sunday, February 23rd, 6:30pm-9:00pm.

SHOW COLORS:

The show colors will be navy with 8 ft back drape and 3 ft side drape. Black/blue tuxedo carpet in various areas.

ELECTRICAL: Included with your exhibit price for 2025

EVENT DECORATOR:

The general service contractor for the Charleston Boat Show is PRX Exposition Services. PRX is our exclusive provider and absolutely no other rental companies will be permitted to deliver to the show without prior approval from show management.

PRX offers an online ordering system that allows exhibitors to order tables, chairs, outdoor power, and other items for your booth display. The pre-order discount deadline is **Wednesday, February 5, 2025**. All orders must be received with payment in full by this date to receive discounted pricing.

An email with customized login details will be sent to the registered exhibitor contact starting **Thursday, January 9, 2025**. If you are the exhibitor, contact and have not received this email by the following Monday, please check your spam folder for an e-mail titled "Access to PRX Exposition Services." Note that if you registered as an exhibitor after these dates, your login will be sent to you automatically after JBM provides PRX with your contact information. If you need ordering assistance or have questions, please contact Danielle Murnieks at dmurnieks@preposition.com or call 301-922-8865.

Outdoor exhibitors: If you are interested in a tent quote, please call Kent Henderson with PRX's tent division, Party Reflections, at 803.978.9720, or email at khenderson@partyreflections.com

WI-FI – WI-FI will be available inside the buildings as well as outside.

SECURITY:

Overnight security will be provided on Thursday, Friday, and Saturday. Show Management is not responsible for stolen or damaged merchandise. Please lock up or take valuable displays with you at night.

SALES TAX FORMS:

Exhibitors selling products are responsible for any and all sales tax due to the state of South Carolina in Columbia.

SHOW PROGRAM:

The Show Program will be digital and available online only. All exhibitors who register prior to February 9th, 2025 will be listed in the Show Program.

HOTEL ACCOMMODATIONS:

Discounted hotel accommodations are available. Please visit www.TheColumbiaBoatShow.com and click on "Hotel Accommodations" under "Show Details" for more information.

Columbia Boat show Rules and Regulations

- Boat Lines: Each Dealer will list their current authorized boat lines that they will display at the Columbia Boat Show on the registration form. No duplication of any boat line is allowed by dealers. Only new, current and non-current boats may be shown. Absolutely no used product is allowed at the show.
- Reservations: Defaults: Any reservation not fully paid by the designated dates may be reassigned or utilized at the discretion of the show producer. Any deposit already paid will be forfeited and all boat lines previously listed can be reassigned.
- Safety Elements:
 - The exhibitor agrees to accept full responsibility for compliance with federal, state and city regulations in the provision and maintenance of adequate safety devices and conditions for the operation of any equipment at the show.
 - To meet State Fire Marshal requirements, exhibitors should have no LP gas in their booths and should have the minimum amount of gas necessary for transportation in and out of the buildings in all gas tanks. Gas tanks should be locked and taped. The positive plug on all batteries should be disconnected and taped. Larger boat displays must have railings on ramps or stairs. Your display must not block breaker boxes or exit doors. Must leave six feet around all exit doors.
 - The Show Producer reserves the right to prohibit, modify and regulate any display not in keeping with the policies of the show.
 - Sound effects or speakers used to convey a message should be kept in the range of normal conversation and in no way, be permitted to annoy adjoining exhibitors or attract persons walking in the aisles.
 - No curtains taller than 3 ft are permitted between dealer displays
 - No flammable fluids, substance, or material of any nature, including decorative materials, use of which is prohibited by Federal, State, or City regulations, may be used in any booth.
 - No exhibits or exhibitor's equipment will be allowed in fairgrounds parking lots.
 - No helium-filled balloons will be allowed inside Fairgrounds buildings.
 - No electric flashing signs involving the use of neon or similar gases will be permitted unless approved by the Show Producer. All signs are subject to approval by the Show Producer. Signs shall not extend beyond the booth limits or in any way interfere with the rights of any exhibitor.
 - No exhibit shall be dismantled or removed during the continuance of the show. Exhibitors must remain in place until the designated times for dismantling.
- Exhibitors admittance during non-show hours: Representatives of exhibitors will not be permitted to enter the building prior to 8 am each day; nor remain in the building after the closing hour each night, except for the final night. Exhibitors having special problems that require additional time should make arrangements with the show producer.
- Care of Exhibit Space: Management will provide cleaning of the aisles daily during closed show hours. Exhibitors are responsible for all cleaning within their booth area including aisles within their booths.
- Insurance: NOONE will be allowed to move in without their COI on file with the Show Producer. Management carries NO insurance on the exhibitor's property and will not be liable for loss or damage from any cause. The exhibitor agrees to indemnify the Show Producer and its agents and holds them and each of them harmless from and against all claims arising out of the acts of the exhibitor.
- Guard Service: Management will employ reputable and competent guards during the course hours of the show but assumes no responsibility for loss or damage from any cause.
- Damage to Building: Exhibitors will not be permitted to fasten any equipment or any part of a display to walls, columns, or floors. Nothing shall be pasted, tacked, or otherwise attached to columns, walls

or floors without specific written permission from the Show Producer. Exhibitors will be held liable for any damages.

- Special Permission: Wherever it is required that special permission is obtained, an application for said permission should be made to the Show Producer.
- Amendments: JBM & Associates reserves the right to make or amend these rules and regulations as it deems proper, and to make exclusive and final determinations of all matters or interpretation and enforcement of these rules and regulations and any amendments which may be made thereto.
- Special Permits: Exhibitors selling equipment during the show should obtain the necessary local and state permits and licenses from the State of South Carolina and the City of Columbia. JBM & Associates is not responsible for any fines, fees, loss, etc. due to exhibitors failing to obtain the proper license and permits.
- Damage to Equipment: Designated areas will be made available for parking of empty boat trailers. It will be in a fenced area and locked by the SC State Fairgrounds. JBM & Associates does not provide a guard for these areas. Parking of equipment in this area is at the risk of the exhibitor and JBM & Associates will not be held responsible for any damage or loss of equipment.

EXHIBITOR CHECKLIST

Show Management Forms	Return To	Deadline Date
Final Payment for Exhibit Space	JBM & Associates	January 13
Certificate of Liability Insurance	JBM & Associates	January 13
Promotional Giveaways Form	JBM & Associates	February 8
Guest Ticket Order Form	JBM & Associates	February 12
Fairgrounds Service Forms	Return To	
Electrical Order Form	Not needed for 2025	
Hotel Reservations	Boat Show Rate	Deadline Date
www.thecolumbiaboatshow.com	See show website	See website
Event Decorator-PRX Exposition Tents only – Party Reflections	Return To	Discount Deadline
Outside electrical, tables, chairs tents, furniture, and other items for booth displays	PRX Exposition Tents -Party Reflections	February 5th No discount after this date

SHOW CONTACTS

Show Management:

JBM & Associates, LLC
7 Old Altamont Ridge Road
Greenville, South Carolina 29609
Phone: 864-250-9713
www.JBMShows.com

The Show Office will be located in the front of the Cantey Building beginning Wednesday, February 19.

- **Jacqui McGuinness** – President
Cell: 843-364-0218
Jacqui@JBMSHOWS.com
- **Debbie Taylor** – VP of Operations
Cell: 864-884-4435
Debbie@JBMSHOWS.com
- **Chelsea Rosamond** – Sales Director
Cell: 864-434-3346
Chelsea@JBMSHOWS.com
- **Caroline Warthen** – Asst Event Manager
Cell: 864-616-0073
Caroline@JBMSHOWS.com

Show Decorator: PRX Exposition Services

*All exhibitors contact PRX to order tents, tables, chairs or any other furniture or equipment needed for the show. For questions, contact Danielle Murnieks at dmurnieks@preexposition.com or call 301-922-8865.

South Carolina State Fairgrounds – Brent Shobert: 803-530-6566

MARKETING OPPORTUNITIES: PRIZES & GIVEAWAYS

Deadline Date: February 8, 2025 (We will accept prizes after this date, however anything contributed past this date may not be listed in the digital Show Program.)

A fantastic way to entice attendees to The Columbia 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 Virtual Show Program, and in on-site signage. Prizes preferably valued at \$100 or more, however all prizes will be accepted. Winners will be drawn throughout the show and the grand prizes on Sunday, February 23. Recipients do not have to be present to win. We will call the winners to pick up their prize or send them to your exhibit space location to pick up.

- Listed on www.TheColumbiaBoatShow.com
- Listed in the digital Show Program (if this form is submitted prior to Feb 8th)
- Listed on On-Site Show Signage
- Listed in E-Blast
- Included in Social Media

Sample Giveaways

Gift certificates for products or services, Gift Baskets from your company, 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.

To donate a prize, please complete the following or send an email to Caroline@jbmshows.com with the company name, prize name and description.

Company Name _____

Prize Name _____

Prize Description _____

If you have any questions regarding prizes and giveaways, please contact Caroline Warthen.

Email: Caroline@jbmshows.com

Cell: 864-616-0073



GUEST TICKET ORDER FORM

COMPANY: _____

NAME: _____

ADDRESS: _____

PHONE: () _____

DESIRED QUANTITY:

\$5 GUEST TICKETS
#

CREDIT CARD # _____

EXP. DATE _____ SECURITY CODE _____

- MAIL MY TICKETS TO THE ADDRESS ON THIS FORM
(Order must be submitted by February 1st for mailing)
- HAVE MY TICKETS READY FOR PICK-UP AT EXHIBITOR REGISTRATION

Email form to Debbie@JBMSHOWS.com

**Discount tickets may also be purchased at the Show Information Desk.*

JBMSHOWS.com