

THE 18th ANNUAL WORCESTER BRIDAL EXPO

JANUARY 19, 2025 – DCU CENTER BALLROOM, 2nd FLOOR – WORCESTER, MA

LOCATION: DCU CENTER BALLROOM. 50 FOSTER STREET, WORCESTER, MA 01608-1398

OUR ONSITE CONTACT CAN BE REACHED AT 508-929-0115

FOR PRE- SHOW QUESTIONS AND DURING SET-UP - CALL CHARMAGNE HARRIS - (860) 918-0891 or DENNIS JENKS – (860) 918-1297

HOURS: SET UP: SUN, JAN.19, **GENERAL MOVE-IN** – 8am – 10:30am - DOOR #4a – front of building far end
VEHICLES – FUEL TANK ¼ FULL; BATTERY DISCONNECTED, GAS CAP LOCKED OR TAPED SHUT
VEHICLES PLACED IN LOBBY BY ESCALATOR

CHILDREN 12 + UNDER MUST BE ACCOMPANIED BY AN ADULT AT ALL TIMES DURING MOVE-IN/OUT

EXHIBITOR ACCESS THROUGH DOOR #4 STAGE/UNLOAD IN SOUTH HALL ACCESS TO BALLROOM THRU FREIGHT ELEVATOR
(vendor vehicles must be removed after unloading)

SHOW HOURS: SUNDAY-JAN 19, 11AM-4PM

MOVE OUT: SUNDAY, JAN. 19, 4PM - 8PM - **NO MONDAY HOLDOVERS! NO EXCEPTIONS!**

INSURANCE CERTIFICATES REQUIRED:

JENKS PRODUCTIONS, LLC & DCU CENTER- NAMED AS ADDITIONAL INSURED

(Email to Cathy@jenksproductions.com or fax to 860.365.5751)

Jenks Productions, LLC 205 East High Street East Hampton, CT 06424

SMG/ASM GLOBAL and CITY OF WORCESTER (Owner) shall be named as additional insureds thereunder, with the DCU Center named as the policy holder.

SMG/ASM GLOBAL, Risk Management Director, 300 Conshohocken State Rd., Suite 770, West Conshohocken, PA 19428. and
SMG/ASM GLOBAL, General Manager, DCU Center, 50 Foster Street, Worcester, MA 01608

ELECTRICITY* Exhibitor Order Forms

Jesse Dunkerly

jdunkerly@dcucenter.com

Administrative Ast. Operations Dept.

DCU Center, 50 Foster Street,

Worcester, MA 01608

P: 508-929-0155

***LITHIUM BATTERIES*-STRICTLY PROHIBITED & ENFORCED BY THE FIRE MARSHALL.**

DISPLAY & DECORATING: A BOOTH SIGN, (1) 6' DRAPED TABLE, (2) FOLDING CHAIRS, AN 8' HIGH BACK CURTAIN AND 3' HIGH SIDE CURTAINS ARE INCLUDED IN THE BOOTH FEE AND ARE PROVIDED BY **DEMERS EXPO SERVICES, 151A PARK AVE, EAST HARTFORD, CT 06108, 860-882-0003, CHRISTINA@DEMERSEXPO.COM** FAX 860-761-0070. **ADDITIONAL TABLES, CHAIRS & ELECTRICITY ARE NOT INCLUDED IN THE BOOTH COST!** QUESTIONS ON RENTALS, PLEASE CALL DEMERS AT 860-882-0003. **SHOW COLORS – BLACK & WHITE DRAPE**

Try their fully PCI-Compliant Online Ordering System!

Simply request an online login by emailing info@demersexpo.com (please specify show name and date). We will then create an online login and notify you of this via email. All products and services offered in this Exhibitor Services Kit are available on our online storefront. **Using our online storefront saves you an 8% administrative fee!**

Orders placed via email or fax will be assessed this fee. Last day to receive discount pricing is Friday, January 6, 2025

MASSACHUSETTS FIRE CODE: PLEASE BE AWARE THAT THE MASS FIRE MARSHALL WILL BE CHECKING EACH BOOTH FOR FIRE RETARDANT DISPLAY MATERIALS SUCH AS CARPET, TABLE COVERINGS, TENTS, ETC. SHOULD YOU HAVE QUESTIONABLE MATERIALS, THEY WILL HAVE TO BE SPRAYED WITH A FIRE-RETARDANT SPRAY. **TENTS – MUST DISPLAY FIRE RETARDENT TAG OR HAVE APPROPRIATE VERIFICATION PAPERWORK.**

NOTICE! PER THE FIRE MARSHALL: THE SHOW CLOSSES AT 4PM SUNDAY. NO ONE WILL BE ALLOWED TO DISMANTLE OR REMOVE ANY PORTION OF THE BOOTH UNTIL THAT TIME. AS LONG AS THERE IS PUBLIC IN THE BUILDING, IT IS YOUR OBLIGATION BY CONTRACT TO PRESENT A FULL AND COMPLETE DISPLAY UNTIL THE SHOW IS OFFICIALLY CLOSED. YOUR COOPERATION IS APPRECIATED! VEHICLES ½ (10 GALLONS) OR LESS, BATTERIES DISCONNECTED + TAPED. KEYS TO SHOW MANAGEMENT-SECURITY. SEE FORM FOR MORE DETAILS.*PLEASE REVIEW ALL FIRE REGULATIONS INCLUDED* ***LITHIUM BATTERIES*-STRICTLY PROHIBITED & ENFORCED BY THE FIRE MARSHALL.**

ATTENTION VENDORS-SERVING BEVERAGES OR FOOD SAMPLES: FOOD & BEVERAGE SAMPLES OK

online application through the City of Worcester. Vendors required to provide Tom (food & Beverage Director) a copy of the approved permit from the city. Tom MacMaster. His direct number is 508-929-0132 and his email is tmacmaster@dcucenter.com

Here is the link: [Housing & Health - Temporary Food License - ViewPoint Cloud.](#)

SHOW PROGRAM: PROGRAM AD RATE SHEET ATTACHED – DEADLINE FOR CAMERA READY ART (ADHERE TO SPECS) JANUARY 7, 2025

PARKING: MAJOR TAYLOR BLVD MUNICIPAL PARKING GARAGE – 30 MAJOR TAYLOR BLVD
(508) 792-0314 VISIT WWW.DCUCENTER.COM/PARKING.PHP

SECURITY: MANAGEMENT WILL PROVIDE SECURITY STARTING FRIDAY NIGHT. NO ONE WILL HAVE ACCESS TO THE BUILDING AFTER CLOSING HOURS. EXHIBITORS MAY ACCESS THE BUILDING ONE-HOUR PRIOR TO SHOW TIME, AND DURING MOVE IN & OUT. NEITHER MANAGEMENT NOR THE DCU CENTER CAN GUARANTEE EXHIBITORS AGAINST LOSS OF ANY KIND. **PLEASE SEE YOUR INSURANCE AGENT ABOUT OFF PREMISE COVERAGE (SEE BELOW).** SMALL OR VALUABLE EXHIBIT MATERIALS SHOULD BE PUT AWAY OR COVERED AT NIGHT. **PER DCU NO BALLOONS ALLOWED – ANY LOOSE BALLOONS WILL INCUR CHARGES**

EXHIBITOR BADGES: EXHIBITORS ARE ALLOWED SIX (6) BADGES PER EXHIBITOR. THESE ARE GOOD FOR BOTH DAYS OF THE EXPO. THEY WILL BE AVAILABLE AT THE SHOW CHECK-IN DESK DURING SET UP HOURS.

VIP GUEST PASSES: EACH EXHIBITOR WILL RECEIVE A DIGITAL TICKET TO SHARE ON SOCIAL MEDIA AND WITH YOUR BRIDES – TO - BE. THESE ARE FOR CLIENTS, FRIENDS & FAMILY. EACH TICKET WILL ADMIT ONE PERSON, ONE TIME ONLY.

HOTEL: AC Hotel Jocelyn Baumann Catering Sales Manager m: 508.942.2547 or Eric G at 774.530.6620
AC Hotel Worcester
125 Front St., Worcester, MA 01608

COMPANY POLICY!!!!!! IMPORTANT! - ALL BOOTH FEES MUST BE PAID IN ADVANCE, BY January 6, 2025. ANY PAYMENTS RECEIVED AFTER JAN 6 MUST BE IN THE FORM OF A CERTIFIED CHECK, CASH OR MONEY ORDER, NO EXCEPTIONS! A STATEMENT IS ENCLOSED FOR YOUR CONVENIENCE. WE ACCEPT ALL MAJOR CREDIT CARDS. COMPLETE THE FORM BELOW! FOR CONVENIENCE-OUR NEW ONLINE PAYMENT LINK IS AVAILABLE.

IF YOU HAVE ANY QUESTIONS REGARDING THE SHOW, CALL CHARMAGNE AT 860-918-0891

EMAIL CHARLEE@JENKSPRODUCTIONS.COM
VISIT US ONLINE AT www.jenksproductions.com

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ELECTRICAL/HEALTH DEPT. INFO - LIST ORDER FORM - EXHIBITOR BADGE LIST

COMPANY NAME: _____

_____ I ENCLOSED MY CHECK FOR **BOOTH PAYMENT.**

_____ PLEASE CHARGE MY CREDIT CARD # _____

AMOUNT AUTHORIZED \$ _____ EXPIRATION DATE: _____

SECURITY CODE _____ (last 3 digits reverse of card except AMEX – 4 digits front middle right)

BILLING ZIP CODE _____ AUTHORIZED SIGNATURE _____

CONTACT CATHY TO RECEIVE **NEW PAYMENT PORTAL LINK:** 860.365.5678 – EMAIL: CATHY@JENKSPRODUCTIONS.COM

BRIDES-TO-BE LIST - *WE HIGHLY ENCOURAGE GENERATING A LEAD LIST WITHIN YOUR BOOTH AS WELL TO GET TARGETED RESULTS*

OUR BRIDES-TO-BE LIST WILL BE EMAILED TO YOU WITH FUTHER INSTRUCTIONS AFTER THE SHOW. IT WILL BE IN EXCEL FORMAT. IF YOU HAVE ANY QUESTIONS, PLEASE FEEL FREE TO CALL 860-365-5678.

***AS A PAYING EXHIBITOR IN OUR BRIDAL SHOWS, IT IS YOUR PRIVILEGE TO RECEIVE OUR REGISTERED BRIDES – TO – BE LIST. THIS VERY VALUABLE SOURCE OF POTENTIAL BUSINESS IS EXCLUSIVE TO OUR VENDORS AND IS NOT FOR SALE. YOU WILL BE SENT A LINK FOR THE BRIDAL LIST VIA EMAIL. SHARING THIS LIST WITH ANY VENDOR OR BUSINESS WHO DID NOT PARTICIPATE IN OUR SHOWS AND PAY FOR THE PRIVILEGE OF RECEIVING IT, WILL JEOPARDIZE YOUR FUTURE PARTICIPATION IN ANY BRIDAL EXPOS PRODUCED BY JENKS PRODUCTIONS, INC.**

JENKS PRODUCTIONS LLC., 205 EAST HIGH STREET, EAST HAMPTON CT 06424 Call 860-365-5678 OR TOLL FREE 800-955-7469.
EMAIL FORM TO CATHY@JENKSPRODUCTIONS.COM