EASTERN PENNSYLVANIA FALL HOME SHOW

October 24-25, 2026 | Saturday 11:00am – 5:00pm | Sunday 11:00am-4:00pm

AGRI-PLEX | 302 N 17TH STREET, ALLENTOWN, PA 18104 610-433-7541

MOVE IN – Friday, October 23 – 8:00am – 6:00pm MOVE OUT - Sunday, October 25 - 4:00pm - 8:00pm

DENNIS JENKS – 860.918.1297, DENNIS@JENKSPRODUCTIONS.COM

CHARMAGNE (CHARLEE) HARRIS – 860-918-0891, CHARLEE@JENKSPRODUCTIONS.COM

EXHIBITOR BADGES: EXHIBITORS ARE ALLOWED SIX (6) EXHIBITOR BADGES UNLESS OTHERWISE SPECIFIED BADGES WILL BE AVAILABLE AT THE SHOW OFFICE DURING CHECK IN – VENDORS ARE REQUIRED TO CHECK IN AT SHOW DESK

VIP GUEST PASSES: EACH EXHIBITOR IS ALLOWED **SIX VIP GUEST PASSES**, TO BE USED FOR CLIENTS OR FAMILY. **EACH PASS IS GOOD FOR TWO ENTRIES**. ADDITIONAL TICKETS ARE AVAILABLE

CROSS PROMOTIONAL TICKET DISTRIBUTION PROGRAM: NO CHARGE TO YOU FREE VIP PASS AVAILABLE FOR YOUR CUSTOMERS –

.PDF COUPON FOR EMAIL BLASTS & HARD COPY TICKETS ARE AVAILABLE AND SOCIAL MEDIA LINKS/COUPONS

EXTRA TICKETS AVAILABLE FOR LARGE PARTIES, CALL 860.365.5678 ASK FOR CATHY THOMPSON

•ELECTRICITY - NOT INCLUDED IN BOOTH COST MUST PRE-ORDER WITH JENKS BY OCTOBER 13

STANDARD COST $85, BASIC 500 WATTS - FOR ELEC. ORDERS, FORK LIFT & OTHER INFORMATION CONTACT:

CHARMAGNE (CHARLEE) HARRIS – 860-918-0891, CHARLEE@JENKSPRODUCTIONS.COM

•BOOTH FEES - ALL FEES ARE DUE BY SEPTEMBER 17, 2026, 5 WEEKS PRIOR TO SHOW DATE

ANY PAYMENTS RECEIVED AFTER THIS DATE MUST BE CASH, CERTIFIED CHECK OR CREDIT CARD

CREDIT CARD PAYMENTS – LOG INTO YOUR MAP DYNAMICS ACCOUNT TO PAY WITH CARD OR CALL CATHY THOMPSON DURING BUSINESS HOURS AT 860.365.5678.

PAY BY CHECK - MAKE CHECK PAYABLE TO

JENKS PRODUCTIONS, LLC – INCLUDE EVENT & BOOTH NUMBER IN MEMO FIELD.

MAIL TO:

JENKS PRODUCTIONS, LLC | 205 EAST HIGH STREET, EAST HAMPTON, CT 06424

•INTERNET – *THE AGRI-PLEX HAS A DEDICATED WIFI NETWORK TO ENHANCE YOUR EXPERIENCE AND BETTER SUPPORT SHOW EXPERIENCE! PRIVATE NETWORK NAME & PASSWORD WILL BE AVAILABLE ONSITE AT THE SHOW CHECK IN DESK. NOTE THERE IS SEPARATE PUBLIC WIFI NETWORK ONLY FOR ATTENDEE USE!*

•TEMPORARY FOOD PERMIT - FOOD & BEVERAGE VENDORS - CONTACT: BUREAU OF HEALTH / ENVIRONMENTAL HEALTH SERVICES 435 HAMILTON ST 410 CITY HALL - ALLENTOWN, PA 18101 610-437-7759 FEE RANGES: $40.00-$75.00 LATE FEES APPLY SEE ATTACHED

DISPLAY & DECORATING: 10X10 PIPE/DRAPED INCLUDES COMPANY SIGN. (1) 8' TABLE/2 CHAIRS TABLE **MUST BE PRE-ORDERED IF NEEDED.** CONTACT CHARLEE@JENKSPRODUCTIONS.COM OR 860.918.0891 TO ORDER & RECEIVE DETAILS FOR ADVANCED SHIPPING OF LARGE DISPLAY MATERIALS-DRAYAGE CHARGES FOR DISPLAY MATERIALS/FREIGHT CHARGES ARE APPLICABLE. **ANY ITEMS SHIPPED TO THE SHOW ARE SUBJECT TO VENDOR CHARGES.** JENKS PRODUCTIONS IS NOT REPSONSIBLE FOR PAYMENT OF ADDITIONAL ITEMS ORDERED.

FIRE MARSHALL NOTES: NO OPEN FLAMES - NOTHING THAT PRODUCES HEAT, INCLUDING INCENSE, CANDLES, STERNO - NO ENCLOSED TENTS OR ROOFED STRUCTURES. ***TENTS MUST HAVE FIREPROOF DOCUMENTATION OR FIRE SAFETY TAG.***

EXHIBIT VEHICLE REQUIREMENTS: EVERY VEHICLE PARKED INSIDE THE COUNTY CENTER MUST HAVE LESS THAN ¼ TANK OF GAS OR 5 GALLONS, ONE BATTERY CABLE DISCONNECTED AND TAPED, THE GAS TANK SEALED WITH TAPE OR LOCKED, KEY MUST REMAIN ON THE PROPERTY, REFUELING TO BE DONE OFF SITE & ALL LIQUID PROPANE TANKS MUST BE REMOVED FROM THE EXPO CENTER IMMEDIATELY AFTER USE.

•UNATTENDED CHILDREN UNDER 12 ARE NOT PERMITTED DURING MOVE-IN/OUT!

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MOVE IN INSTRUCTIONS: ALL MOVE-IN CREWS MUST CHECK IN AT THE SHOW OFFICE

CHARMAGNE (CHARLEE) HARRIS – 860-918-0891, CHARLEE@JENKSPRODUCTIONS.COM

1. USE LOADING DOOR NEAREST YOUR BOOTH. SEVERAL DOUBLE MAN DOORS ACCESS AROUND BUILDING. SEVERAL LARGE OVERHEAD DOORS AVAILABLE FOR DRIVE IN ACCESS AND UNLOADING 15' HIGH BY 15' WIDE. EXHIBITORS WILL BE ALLOWED TO SET AND TAKE DOWN THEIR OWN DISPLAYS USING OWN PERSONNEL. BOOTH SIZES ARE INCREMENTS OF 10'X10', 15'X10'. NO BOOTH CAN EXTEND BEYOND 10' INTO AISLES. SIDE WALLS ON DISPLAYS ARE LIMITED TO 8' HIGH AND NOT TO EXTEND MORE THAN 5' FROM BACK DROP BACK WALL AND DISPLAYS ARE LIMITED TO 8' HIGH. CALL 860.918.0891 FOR EXCEPTIONS
   *** NO MOVE IN THROUGH FRONT ENTRANCE PER ALLENTOWN FAIR MANAGEMENT ***
2. BRING DOLLIES OR HAND TRUCKS FOR MOVE-IN. NO MECHANICAL MATERIAL HANDLING EUIP. ALLOWED.
3. **TENTS – MUST BE AFFIXED WITH FIREPROOF CERTIFICATION, AND/OR MANUFACTURERS FIREPROOF CERTIFICATION**
4. **INSURANCE CERTIFICATES REQUIRED: JENKS PRODUCTIONS, LLC & AGR-PLEX – ADDRESS - ABOVE NAMED AS ADDITIONAL INSUREDS. (Email to cathy@jenksproductions.com)**
5. **FORKLIFTS AVAILABLE - $75 PICK CHARGE ($150 IN/OUT) MUST BE PRE-ORDERED – CALL 860.918.0891**
6. **PARKING: PARKING IS FREE FOR EXHIBITORS AND PATRONS. *CONSIDER EASY ACCESS FOR CUSTOMERS WHEN PARKING***
7. **SECURITY**: MANAGEMENT WILL PROVIDE SECURITY DURING THE EXPO. NO ONE HAS ACCESS TO THE SHOW AFTER HOURS. NEITHER MANAGEMENT NOR THE EXPO CENTER GUARANTEES EXHIBITORS AGAINST LOSS OF ANY KIND. SEE YOUR INSURANCE AGENT FOR OFF PREMISE INSURANCE. SMALL OR VALUABLE MATERIALS SHOULD BE PACKED OR COVERED AT NIGHT.

MOVE OUT - ALL MATERIALS **MUST BE OUT BY 9 PM SUNDAY NIGHT**. ITEMS LEFT AFTER SUNDAY ARE SUBJECT TO DISPOSAL AT EXHIBITORS' EXPENSE. NO HOLD-OVERS! **NO EARLY BREAKDOWN OF BOOTH, PER FIRE MARSHALL DISPLAY & DECORATING - BOOTHS** PIPED/DRAPED & COMPANY SIGN INCLUDED. **NO MOVE OUT UNTIL BUILDING IS FREE OF ATTENDEES/4:00PM SUNDAY**

OFFICIAL HOST HOTELS: CALL FOR PRICING & AVAILABILITY DETAILS:

Holiday Inn Allentown-Bethlehem
4325 Hamilton Boulevard Allentown, Pennsylvania 18103
Phone # 610-366-1600

Four Points by Sheraton Allentown Lehigh Valley
3712 Hamilton Blvd Allentown, Pennsylvania
Phone # - 610-735-2200

DELTA HOTELS MARRIOTT ALLENTOWN LEHIGH VALLEY
7736 Adrienne Drive, Breinigsville, PA 18031
Phone #- 610-391-1000 https://www.marriott.com/en-us/hotels/abede-delta-hotels-allentown-lehigh-valley/photos/
The preferred rate would be 159.00 per night.

COMPANY NAME: _____
_____ ENCLOSED IS MY CHECK FOR BOOTH PAYMENT
_____ PLEASE CHARGE MY CREDIT CARD #_____

AMOUNT AUTHORIZED $ _____EXPIRATION DATE: _____SECURITY CODE_____(3 Digits reverse side of card or AMEX 4 digits front

BILLING ZIP CODE_____ AUTHORIZED SIGNATURE_____

EXHIBITOR SERVICE PRE-ORDERS- CHECK SERVICES NEEDED

____YES - 8' TABLE & (2) CHAIRS PER COMPANY TABLE MUST BE PRE-ORDERED
____YES - ELECTRICITY BASIC SERVICE 500 WATTS - $85.00 – MUST BE ORDERED 10 DAYS PRIOR/LATE FEES APPLY
____YES – FORKLIFT CHARGE - $75 PICK CHARGE ($150 IN AND OUT) CALL 860-918-0891 TO ORDER – PRE-ARRANGE & PAID IN ADVANCE
____YES RECIPROCAL HYPERLINK INFO_____
LINKS TO WWW.JENKSPRODUCTIONS.COM (JENKS LINK MUST BE ON YOUR WEBSITE)
____YES – I WOULD LIKE TO PLACE AN AD SEE PROGRAM RATE SHEET

CROSS PROMOTIONAL TICKET DISTRIBUTION PROGRAM:

____YES – PLEASE EMAIL .PDF COUPON FOR EMAIL BLASTS
____YES – PLEASE SEND ME VIP FREE ADMISSION TICKETS FOR THE SHOW – WE PROVIDE THESE TO OUR VENDORS AT NO CHARGE.
____YES I WOULD LIKE SOCIAL MEDIA LINKS/COUPONS
EMAIL ADDRESS_____

EXPEDITE YOUR PRE-ORDERS – QUESTIONS – CALL CHARLEE DIRECTLY AT 860.918.0891
PLEASE SCAN/EMAIL DIRECTLY TO CHARLEE@JENKSPRODUCTIONS.COM YOU ALSO MAY FAX THIS FORM TO (860) 365-5751!

THANKS FOR YOUR PAYMENT! SEE YOU AT THE EASTERN PA FALL HOME SHOW!
VISIT US ONLINE AT WWW.JENKSPRODUCTIONS.COM