



FALL PROVIDENCE HOME SHOW

NOVEMBER 14-15, 2026 | Saturday 10:00am – 5:00pm | Sunday 10:00am-4:00pm

Hall A Rhode Island Convention Center, 1 Sabin St., Providence, RI 02903-1814 Phone 401-458-6000

MOVE IN – Friday, Nov. 13, 2026, 10:00am – 6:00pm | MOVE OUT - Sunday, November 15 - 4:00pm - 8:00pm

SHOW INFO: DENNIS JENKS 860.918.1297, CHARMAGNE HARRIS 860.918.0891

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 ARE AVAILABLE FOR YOUR CUSTOMERS & CLIENTS – CALL 860.365.5678, CATHY THOMPSON.

•ELECTRICITY, INTERNET, CLEANING, PLUMBING & PARKING:

To continue in our efforts to be “green”, all exhibitor service orders are processed through our online ordering system.

To order any of the above services online, please follow these simple steps:

- 1) Visit the Rhode Island Convention Center website at: <http://www.riconvention.com/>
- 2) Click on the PLAN YOUR EVENT tab.
- 3) Click the EXHIBITOR SERVICES ORDERING tab.
- 4) If you already have an account, log in to begin the ordering process. I

If not, please watch the REGISTRATION INSTRUCTIONS STEP BY STEP video to learn how to register for an account.

(PLEASE CONTACT YOUR EVENT MANAGER DIRECTLY IF YOU HAVE TROUBLE SETTING UP A NEW ACCOUNT.)

Orders sent via fax are no longer accepted. Please note the *Rhode Island Convention Center* requires payment in full prior to all services being delivered to your booth. If you have a question or need help with your order, please reach out via email to poliver@pvdricenter.com or call (401) 458-6121.

Please be aware if **INTERNET SERVICES** are required for your booth, all orders must be placed through Boomer or with itsales@pvdricenter.com. To place your internet order, click on the Exhibitor Services Ordering tab which will take you to Boomer. For questions or additional options, please email itsales@pvdricenter.com or call 401-458-6004

•BOOTH FEES - ALL FEES ARE DUE BY OCT 10, 2025, 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 AT 860.365.5678 DURING BUSINESS HOURS.

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

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•FOOD & BEVERAGE SAMPLES – BUYOUT FORM AVAILABLE ON WWW.JENKSPRODUCTIONS.COM EXHIBITOR INFORMATION

RICC CONCESSIONS REQUIRES A COMPLETED **BUYOUT FORM** FROM ANY FOOD/BEVERAGE VENDORS PLUS PAY \$500 EACH DAY OF SALES ON PROPERTY. CONTACT: MAGGIE GIAMMARCO CATERING SALES MANAGER 401-458-6351

MGIAMMARCO@PVDRICENTER.COM

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. NO BOOTHS ARE ALLOWED TO DISMANTLE PRIOR TO THE SHOW CLOSING AT 4PM SUNDAY NOVEMBER 16, 2025

EXHIBIT VEHICLE REQUIREMENTS: ALL VEHICLES PARKED INSIDE ARE SUBJECT TO INSPECTION BY THE FIRE MARSHALL MUST HAVE LESS THAN ¼ TANK OF GAS OR 5 GALLONS, BATTERIES DISCONNECTED, TAPED. KEYS MUST BE LEFT WITH SECURITY.

Jenks Productions, LLC | 205 East High Street, East Hampton, CT 860.365.5678



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

1. **DIRECTIONS TO LOAD IN DOCK:** ONE SABIN STREET, PROVIDENCE, RI, 02903-1814
<http://www.riconvention.com/exhibitors/directions> -parking From the North: Take Exit 21 (Atwells) from 95 South. Turn right onto Dean Street. Turn right at the light on to West Exchange Street. From the South: Take Exit 21 (Broadway) from 95 North. Take a Left at the 2nd light (Atwells). Turn right onto Dean Street. Turn right at the light on to West Exchange Street. TIP – PARK ON LEVEL 3 FOLLOW SIGNS FOR WALKING ACCESS TO LOAD IN DOCK **NO MOVE IN THROUGH FRONT ENTRY DOORS**
2. BRING DOLLIES OR HAND TRUCKS FOR MOVE-IN. NO MECHANICAL MATERIAL HANDLING EQUIP. ALLOWED.
3. **TENTS – MUST BE AFFIXED WITH FIREPROOF CERTIFICATION, AND/OR MANUFACTURERS FIRE PROOF CERTIFICATION**
4. **INSURANCE CERTIFICATES REQUIRED: JENKS PRODUCTIONS, LLC & RI CONVENTION CENTER – ADDRESS ABOVE NAMED AS ADDITIONAL INSURED.** (Email to cathy@jenksproductions.com)
5. **FORKLIFT SERVICE** IS AVAILABLE THROUGH DEMERS EXPO SERVICES. PLEASE NOTE THERE ARE NO DOLLIES AT THE CENTER SO MAKE PLANS TO PROVIDE YOUR OWN DOLLIES AND HAND TRUCKS. **ALL COMMERCIAL DELIVERIES OR VEHICLES OVER 14' WILL BE SUBJECT TO MATERIAL HANDLING CHARGES,** VEHICLES UNDER 14' WITH 3 OR LESS PERSONAL MAY UNLOAD WITH NO CHARGES.
6. **SALES TAX COMPLIANCE:** ALL RETAIL SALES AT SHOW ARE SUBJECT TO RI STATE 7% SALES TAX. DIRECT SALE VENDORS MUST APPLY FOR A TEMPORARY TAX PERMIT: YOU CAN REGISTER EITHER BY MAIL OR IN PERSON AT THE DIVISION OF TAXATION, ONE CAPITOL HILL, PROVIDENCE, RI 02908 BY FILING AN BUSINESS APPLICATION AND REGISTRATION FORM ALONG WITH THE \$10 FEE. A \$10 RENEWABLE FEE IS REQUIRED EACH YEAR. RI DIVISION OF TAXATION - 401-574-8829

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

■ **OFFICIAL SHOW PROGRAM:** ADDITIONAL ADVERTISING OPPORTUNITIES & INCLUSION IN THE OFFICIAL JENKS SHOW PROGRAM AT ENTRANCE. SPECS MUST BE ADHERED TO STRICTLY. **DEADLINE – NOVEMBER 1, 2026** FOR RATE SHEET, PLEASE CONTACT CHARMAGNE HARRIS 860.918.0891 OR CHARLEE@JENKSPRODUCTIONS.COM

ALL MATERIALS MUST BE OUT BY 9PM SUNDAY NIGHT. ITEMS LEFT AFTER SUNDAY ARE SUBJECT TO DISPOSAL AT EXHIBITORS' EXPENSE. PLEASE CALL IF YOU HAVE QUESTIONS. DISTRIBUTION OF BROCHURES OR OTHER MATERIALS IS NOT PERMITTED OUTSIDE A PAID EXHIBITOR BOOTH. **NO MOVE OUT UNTIL BUILDING IS FREE OF ATTENDEES/4:00PM SUNDAY**

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.

SECURITY - MANAGEMENT WILL PROVIDE SECURITY DURING THE EXPO. NO ONE HAS ACCESS TO SHOW AFTER HOURS. NEITHER MANAGEMENT NOR THE EXPO CENTER GUARANTEES EXHIBITORS AGAINST LOSS OF ANY KIND. SEE YOUR INSURANCE AGENT FOR OFF PREMISE INSURANCE. SEE YOUR INSURANCE AGENT FOR OFF PREMISE INSURANCE. SMALL OR VALUABLE EXHIBIT ITEMS SHOULD BE PACKED AWAY OR COVERED AT NIGHT

DISPLAY & DECORATING: 8X10 BOOTH INCREMENTS, SPACE PIPE/DRAPE INCLUDES COMPANY SIGN. **TABLES/CHAIRS CARPETING NOT INCLUDED IN THE BOOTH.** VENDORS MAY BRING THEIR OWN. TO RENT TABLES, CHAIRS, CARPETING, AND INCLUDING ANY ADVANCED SHIPPING OF LARGE DISPLAY MATERIALS, DRAYAGE CHARGES FOR DISPLAY MATERIALS/FREIGHT CHARGES ARE APPLICABLE. ANY ITEMS SHIPPED TO THE SHOW ARE SUBJECT TO CHARGES CALL **DEMERS EXPO SERVICES AT 860.882.0003.** ORDER FORM IS ON JENKS WEBSITE. **JENKS PRODUCTIONS IS NOT RESPONSIBLE FOR PAYMENT OF ADDITIONAL ITEMS ORDERED.**