WESTCHESTER FALL HOME SHOW

OCTOBER 31-NOV 1, 2026 | Saturday 11:00am – 5:00pm | Sunday 11:00am-4:00pm

Westchester County Center 198 Central Ave., White Plains, NY 10606

DENNIS JENKS – 860.918.1297, DENNIS@JENKSPRODUCTIONS.COM

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

MOVE IN – Friday, October 30, 2026 – 10:00am – 6:00pm | MOVE OUT - Sunday, November 1, 2026- 4:00pm - 8:00pm

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 24, 2026 COST $85 - FOR ELEC. ORDERS & OTHER INFORMATION CONTACT:**
  CHARMAGNE (CHARLEE) HARRIS – 860-918-0891, CHARLEE@JENKSPRODUCTIONS.COM

- **BOOTH FEES - ALL FEES ARE DUE BY September 27, 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 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

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

- **INTERNET - FREE INTERNET WIFI PASSWORD, DIRECTIONS AVAILABLE AT CHECK-IN DESK**

- **TEMPORARY FOOD PERMIT** - FOOD & BEVERAGE VENDORS – MUST RECEIVE APPROVAL
  CONTACT: CHARMAGNE (CHARLEE) HARRIS – 860-918-0891, CHARLEE@JENKSPRODUCTIONS.COM

FIREMARSHALL 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.

- **FREE PARKING – LIMITED PARKING REAR OF BUILDING, FIRST COME FIRST SERVE. STREET PARKING & PAID PARKING IN MUNICIPAL LOT ACROSS FROM THE COUNTY CENTER**

- **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**

1. ACCESSIBLE FROM TARRYTOWN RD. MAXIMUM LOAD IN DOOR DIMENSIONS ARE 15' HIGH BY 10' WIDE (15' X 10'). EXHIBITORS WILL BE ALLOWED TO SET UP AND TAKE DOWN DISPLAYS USING YOUR OWN PERSONNEL. BOOTHS ARE 8' DEEP & 10' WIDE. NO BOOTH CAN EXTEND BEYOND 8' 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. **NO MOVE IN ALLOWED THROUGH FRONT ENTRANCE!**
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 FIRE PROOF CERTIFICATION**
4. **INSURANCE CERTIFICATES REQUIRED: JENKS PRODUCTIONS, LLC & WESTCHESTER COUNTY CENTER – 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. **•••WESTCHESTER DEPARTMENT OF CONSUMER PROTECTION – REQUIREMENTS BELOW•••**

PLEASE note New Contact for WHICH License & updated application links :

ENGLISH & SPANISH APPLICATION LINKS BELOW:

https://consumer.westchestergov.com/images/stories/pdfs/homeimprovementapplication02232026.pdf

https://consumer.westchestergov.com/images/stories/pdfs/homeimprovementapplication_spanish02232026.pdf

License copy required onsite - WHIC# must be emailed/provided to Jenks Productions

• ***COMPANY MUST REGISTER WITH NAME LISTED ON WHIC LICENSE•***

ATTENTION! Deadline October 25, 2026 - ALL HOME IMPROVEMENT, HVAC, PLUMBING & ELECTRICAL COMPANIES/EXHIBITORS - PER WESTCHESTER COUNTRY DEPARTMENT OF CONSUMER PROTECTION, MUST BE LICENSED -

HOME IMPROVEMENT - CONTACT TONY PRUSAK, SENIOR INSPECTOR, 914-955-8606 ttp3@westchestercountyny.gov

PLUMBING & ELECTRICAL – CONTACT JOHN MCGLINCHEY jmmd@westchestercountyny.gov

914-995-2657 NO IN-PERSON VISITS - **Westchester County Department of Consumer Protection, 148 Martine Avenue, Room 407, White Plains, NY 10601**

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 TWELVE (6) 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. SMALL OR VALUABLE MATERIALS SHOULD BE PACKED OR COVERED AT NIGHT.

DISPLAY & DECORATING: 8X10 SPACE PIPE/DRAPED 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, CALL **DEMERS EXPO SERVICES AT 860.882.0003**. DRAYAGE CHARGES FOR DISPLAY MATERIALS/FREIGHT CHARGES ARE APPLICABLE. ANY ITEMS SHIPPED TO THE SHOW ARE SUBJECT TO CHARGES. ***JENKS PRODUCTIONS IS NOT REPSONSIBLE FOR PAYMENT OF ADDITIONAL ITEMS ORDERED.***

OFFICIAL HOST HOTEL: RESERVATION DEADLINE – OCTOBER 20, 2026

SHERATON TARRYTOWN HOTEL 600 WHITE PLAINS ROAD, TARRYTOWN, NY 10591 RMS: CALL FOR RATES DEADLINE FOR RESERVATIONS. EACH RESERVATION MUST BE GUARANTEED TO A CREDIT CARD. CALL MARRIOTT – 888-236-2427 AND ASK FOR JENKS PRODUCTION. START THURSDAY OCT 30 END NOV 2, 2025. HOTEL OFFERING SPECIAL RATE OF $219 USD PER NIGHT.
LINK POSTED ON WWW.JENKSPRODUCTIONS.COM: Book your group rate for Jenks Production Show Nov2025