

Vendor Information

Announcements	If you hold drawings for prizes, we will be happy to announce the drawing time and winners over the public announcement system.
Handouts, Raffles & Drawings	Such materials may be promoted from within your vendor booth only. You may not give away any food or drink that competes with the Optimist Café. If you are not sure, consult the Home Show Chairperson.
Character of Exhibits	The Optimist Club reserves the right to decline any exhibitor, exhibit, or portion of exhibit which in our opinion is unsuitable for the Show.
Utilities / Outlets	All booths have access to electrical outlets for 110 volts. Extension cords are NOT provided.
Insurance & Security Services	The Optimist Club provides 24-hour security and adequate liability insurance to protect the visiting public. The Optimist Club is not responsible for any loss, damage or destruction of an exhibitor's products or injury to exhibitors or their employee. All buildings are locked and inaccessible except for show hours, set up and tear down hours.
Noise	Noise making devices, loudspeakers or public announcement systems are not allowed. Televisions, radios, videos, pianos, or other musical devices may be played quietly during show hours.
Booth Set Up	The buildings of the Allen County Fairgrounds will be open for booth set up on Thursday from 9 am to 8 pm and on Friday from 9 am to noon. Booth assignments and set up will be confirmed prior to the Show by email.
Booth Size	Booths are approximately 10' x 10' in the Agriculture, Merchants and Youth buildings. Any booth sides with exhibit materials that are over 3' in height may not extend more than 4' from the rear of the booth. (All exceptions to this must have prior approval from the Home Show Chairperson).
Booth Removal	All signs or items attached to the curtains must be removed by 9 pm on Sunday and display materials must be moved toward the center of the booth. Back drop and side curtains will be removed by our contractor beginning at 8 am Monday. All displays must be removed from the buildings between 5 pm Sunday and 12 Noon on Monday. Please be sure to leave rented chairs and tables in your booth.

ALL BOOTHS MUST REMAIN SET UP UNTIL 5 PM SUNDAY

Questions not covered in this contract can be directed to the Home Show Committee at info@limaoptimist.com

Thank you for your support of the youth of Allen County

