



# INLAND EMPIRE HOME SHOW

INGALLS EVENT CENTER | JUNE 7 • 8 | SAT & SUN, 10AM - 5PM

The website for the show is [www.iehomeshow.com](http://www.iehomeshow.com). For answers to many of your questions, including information on the floor plan and more, please refer to the exhibitor link.

**PLEASE SEE THE FOLLOWING MOST FREQUENTLY ASKED QUESTIONS FOR THIS HOME SHOW**

**SHOW HOURS:** Sat & Sun, 10:00 am - 5:00 pm

**VENDOR MOVE-IN AND OUT TIMES:** These times will be adhered to unless changes that are approved by show management in advance.

- **MOVE-IN TIMES:** Fri, June 6: noon - 7:00 pm and Sat, June 7: morning limited to 8:00 am - 9:00 am. Note on Sat morning you will not be able to park your car next to the building. All products will need to be walked in from your car. *We strongly suggest you move in on Fri morning.*
- **MOVE-OUT TIMES:** Sun, June 8: 5:00 pm - 8:00 pm after show is closed and all attendees are out and Mon, June 9: 8:00 am - 11:00 am. *Booth early tear down - this is not allowed till the show hours are over. Attendees expect vendors to be on-site during the show.*

**MOVE-IN DIRECTIONS:** There will be signage showing where to load in and out.

**FORKLIFTS:** There will be complimentary forklift service with limited hours.

- Fri, June 6: Noon - 6:00 pm
- Mon, June 8: 8:00 am - 11:00 am

**CART SERVICE:** Cart service is limited and available on a first-come, first-served basis.

**CITY RETAIL LICENSE:** Please go to the exhibitor page at [iehomeshow.com](http://iehomeshow.com) and click on the retail requirements. Anything sold on the show floor will need a license at least two weeks in advance.

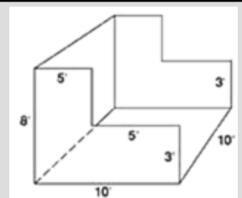
**PARKING:** Parking is free, with a designated area for vendors. Please review the parking map that has been posted on the Inland Empire Home Show website ([www.iehomeshow.com](http://www.iehomeshow.com)). Overnight trailer parking - at this time none is allowed.

**VIP TICKETS:** This is a free admission show with registration. Sign up at our website: [www.iehomeshow.com](http://www.iehomeshow.com).

**HOTEL STAY:** We recommend hotels in the cities of Eastvale, Norco, or Corona – all of which are less than 10 minutes from the facility.

**BOOTH SET-UP:**

- Show Management will provide an 8 ft. high back drape & 3 ft. high side drape
- 3 ft. high side drape will extend out from back drape
- Only island exhibits may exceed 8 ft. in height with Show Management approval
- Equipment on display is exempt from the height limit
- Any portion of an Exhibitor's display extending beyond 5 ft. from the back drape may only be 4 ft. in height – unless you have submitted plans for approval prior to the show
- No canopies allowed inside the building
- USE OF DUCT TAPE IS PROHIBITED



**BOOTH ETIQUETTE AND RULES:** There is no standing in the aisles to promote your service or product. All vendors must stay within their allotted booth space.

**TAPE DOWN OF BOOTHS:** All booths that have raised areas from carpet, tile, or other display products must be taped down and secured as to not cause a trip and fall for the attendees.

**ABOUT THIS VENUE:** The Ingalls Event Center is a new indoor facility. According to the City of Norco regulations, the venue's side doors must remain open at all times.

*On the Edge Promotions is not responsible for lost or stolen items with your booth.*