



Dear Exhibitors,

We are looking forward to a great show in **Asheville, NC, November 4-6, 2022** and want to make your experience a pleasant one. Enclosed are the forms and information necessary to plan your schedule. Should you have any questions please feel free to call us at (866) 607.4108.

Please pay careful attention to the announcements on this sheet as well as the contents of your manual. Once again thank you for exhibiting at The Log Home & Timber Frame Show and we look forward to seeing you all in **Asheville.**

Regards,

Eric

- All Exhibitors are required to submit an insurance policy naming Solid WOOD Promotions, LLC as an additional insured for no less than 1M. Please see the Terms & Conditions on the reverse side of the contract. Also, we have forms to purchase single/multiple event insurance should you require it-please call us for details.
- Please pay **CAREFUL** attention to move-in/out times. Your cooperation and patience are always appreciated.
- Should you be selling products off the floor, please be aware of NC Sales and Use Tax.
- Please bring your own Carts: due to theft/liability carts are at a premium if at all available
- Please read and understand the move-in/out times and guidelines listed in the Essential Information and Rules and Regulations that are attached.



The
LOG HOME & TIMBER FRAME SHOW

ASHEVILLE 2022 SHOW INFORMATION

Show Dates/Hours	Friday, November 4 Saturday, November 5 Sunday, November 6	1pm to 7pm 10am to 6pm 10am to 4pm
Show Management	Eric Johnson, Operations Manager	(518) 618-1195 Cell: (518) 321-7438

Show Venue WNC Agricultural Center/Davis Event Center
765 Boylston Hwy
Fletcher, NC 28732
Phone (828) 687-1414

Decorator Convention Makers Inc.
P.O. Box 1075
Morganton, NC 28680

Ph: 828-215-2254
Email: NCConventions@aol.com
Cutoff for reduced rates:
Prior to Show Setup

Host Hotels:

[Fairfield Inn & Suites Asheville Outlets](#)

11 Rocky Ridge Rd. Asheville NC 28806

\$139 King/\$149 Double Queen

OUR DISCOUNTED GROUP RATES INCLUDE:

- Free High-Speed Internet
- Complimentary Full Hot Breakfast, daily
- Complimentary Self- Parking
- Fully equipped fitness center
- 100% Non-smoking hotel
- Located across street from Asheville Outlets
- Two (2) night min. length of stay

Online Link: [RESERVATIONS](#)

Phone: (828) 665-4242

Distance: 8 miles to WNC Fairgrounds

Cut-off Date: October 6

Group code: LOG HOME SHOW

[Crowne Plaza Asheville](#)

1 Resort Drive

Asheville NC 28806

Rate: \$167 King/\$147 Double Queen

Online Link: [RESERVATIONS](#)

Reservations: 828-285-2603

www.ashevillecp.com

o Check Availability

(enter dates of stay)

Group Code: TLH

Phone: 844-330-0296

Distance: 14 miles to the WNC

Fairgrounds

Cut-off Date: October 3

[Courtyard Asheville Airport](#)

360 Rockwood Road

Arden, NC 28704

Rate: \$179-Fri/Sat \$152-Wed,Thu,Sun

Online Link: [RESERVATIONS](#)

To add the nights of 11/2, 11/3 and 11/6 please contact the hotel directly at 828-684-5000. You can ask for Shane, Kush or Michaela

Distance: 1.5 miles to the WNC Fairgrounds

Fairgrounds

Cut-off Date: October 3

Group code: LOG HOME SHOW

***Exhibitor Move-in**

10x20 and larger and those requiring drive-on access:

Thursday: **November 3/10AM-5PM**

All Others-Friday: **November 4/8AM-12PM**

Limited to no drive-on access Friday. All vehicles off floor by 11am-
Exhibitor and Trailer Parking: FREE

Exhibitor Move-out

Sunday: 4pm-9pm

Teardown of exhibits may **NOT** begin until after the show closes at 4pm on Sunday. Drive-in doors will be opened when Show Management and the decorator deem it appropriate. Any material remaining after 12pm on Monday may be removed and shipped at the exhibitor's expense, per decorator guidelines. Move-out is targeted by Show Management

Show Colors

Black drape/Partial Aisle and feature carpeting

Marketing Partners

Log and Timber Home Living magazine and *CabinLife.com*

Show Producers

Solid Wood Promotions LLC

Directions: [Google Map](#) directions

The WNC Fairgrounds is located at 765 Boylston Hwy
Fletcher, NC 28732

Phone (828) 687-1414

From Asheville:

Take I-26 East to Exit 40. Make a right turn off the ramp on to Airport Road, 280. Turn left at the first stop light past the Asheville Airport on to Fanning Bridge Road. The main entrance, Gate 1, is on the right.

From Hendersonville:

Take I-26 West to Exit 40. Make a left turn off the ramp on to Airport Road, 280. Turn left at the first stop light past the Asheville Airport on to Fanning Bridge Road. The main entrance, Gate 1, is on the right.



Asheville Badge Request and Company Listing Form

This form is for exhibitor badges and PROPER company listing for the show program for **The Log Home & Timber Frame Show**. Please fill in the spaces below and return by **Friday, October 21**. Thank you and we look forward to seeing you in **Asheville**.

Company Listing: Please choose one of the following- Log Home Company, Timber Frame Company, Builder, Handcrafted Furniture, Décor & Accessories, Financing, Real Estate, Fireplaces & Stoves, Flooring, Lighting, Heating & Air Conditioning, Log Home Handcrafter, Care & Maintenance, Restoration, Windows & Doors, Cabinets, Hot Tubs & Saunas, Tools & Equipment, Structural Insulated Panels, Stairways & Railings, Associations, Publications (category not listed- add your own)

Company name: _____

Company listing: _____

Exhibitor badges:

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

Please fax back form @ (518) 618.1413 or email: ejohnson@loghomeshow.com



Asheville Call for Seminars and Demonstrations

NEW for 2022- We are offering both ½ hour and 1-hour presentations.

We're getting ready for a great show in **Asheville** and need to fill our seminar **AND** demonstration slots.

SEMINARS: As you know this is an opportunity to get in front of these people and leave an impression that says 'these people know their stuff', **what it is not is a sales pitch**...we are looking for informational, diverse, and well put together "neutral" presentations. We will provide an LCD projector; you provide the presentation and handouts if applicable.

We are looking for presentations that encourage thought and feedback, you need not be a professional speaker, but one who is knowledgeable in their chosen field. Ideas of some topics we are looking for include: designing your log/timber frame, financing, selecting a company, understanding the log/timber frame package, finish and maintenance, heating systems, foundations, construction, interior design, the process, etc. and any other ideas you may have.

DEMONSTRATIONS: We're looking for demos on all products like: log stacking, building an insulated log wall, timber frame joinery, making furniture, maintenance (application techniques) etc. Like the seminars, this is an opportunity to get in front of these people and leave an impression that says 'these people know their stuff', what it is not is a sales pitch...we are looking for informational, diverse, and well put together "neutral" demonstrations.

There is also the chance that you may be asked to do multiple presentations per day- there will be a box below to check if you are ok with that. Please fill out the information below and provide an outline of your presentation if possible. Thank you for participating in this very important part of the show:

Title of Presentation: _____

Name of Presenter and Title: _____

Description: _____

NEW-Choose 1: ½ hour _____ 1 hour _____

AV needs: LCD _____ None _____

Yes _____ I would love to present more than once a day: No _____ Once is enough!

Preferred Times (please circle): **Friday**-early, mid, late afternoon, evening. **Saturday**-morning, early, mid, late afternoon, evening. **Sunday**- morning, early, mid, late afternoon.

Please respond no later than **Friday, October 21, via fax at 518.618.1413 or email ejohnson@loghomeshows.com**

866.607.4108 ■ 518.618.1195 ■ fax 518.618.1413 ■ loghomeshows.com



ASHEVILLE GUEST LIST REQUESTS

We encourage you to invite your customers to the show! Your first ten (10) guests are free. You may invite an unlimited number of additional guests for \$5 each (70% off ticket price). You will be invoiced based on the number of guests who actually attend the event. Couples count as separate guests.

Please provide us with the names of your guests. Guests will need to check in at the Will Call desk when they arrive. There are **NO** physical guest passes mailed in advance. Your Guests will need to provide your company name in order to receive entry into the event and will be given a guest receipt to present at the entrance.

Please fax, email or mail this form to us **AT LEAST ONE WEEK PRIOR TO THE SHOW DATE**, if you miss this deadline, bring the list with you to the show and leave it at the Will Call desk. Changes or additions can be made at the Will Call desk at any time during the show.

We request that you print first and last names carefully. Feel free to attach additional sheets as necessary. Please **DO NOT** forget to include your company name.

COMPANY NAME: _____

- | | |
|----------|-----------|
| 1. _____ | 11. _____ |
| 2. _____ | 12. _____ |
| 3. _____ | 13. _____ |
| 4. _____ | 14. _____ |
| 5. _____ | 15. _____ |
| 6. _____ | 16. _____ |
| 7. _____ | 17. _____ |
| 8. _____ | 18. _____ |
| 9. _____ | 19. _____ |

Please fax back form @ (518) 618.1413 or email: ejohnson@loghomeshows.com

Trade Show and Event Decorating Service

EXHIBITOR ADDITIONAL EQUIPMENT RENTAL ORDER FORM

If your company requires additional booth equipment beyond equipment already provided, please complete this form and fax or Email to Convention Makers, Inc. Contact your show promoter if you have any questions concerning exactly what is provided in your booth space.

EVENT NAME _____

EVENT LOCATION _____

YOUR COMPANY _____

YOUR EMAIL _____

PHONE _____ FAX _____

SHOW DATE _____ BOOTH # _____

Email Form To: NCConventions@aol.com
PHONE: (828) 215-2254

MAILING ADDRESS: (No Freight)

PO Box 1075
Morganton, NC 28680

AUTHORIZED CREDIT CARD PAYMENT

Card TYPE: () VISA () MC () AMX Security Code

Card #

EXPIRATION ____/____/____ **CREDIT CARD FEES:**
3% Processing Fee
 \$50.00 Dishonored Card Fee

If Paying With Credit Card, Please Provide Card Holder Name & Card Billing Address:

ORDERED BY _____ PRINT
 ORDERED BY _____ SIGNATURE

Tables / Skirting	QTY	\$ ea.
4' Regular 29" tall Plain		25
4' Regular 29" tall Skirted 3 sides		40
4' Regular 29" tall Skirted 4 sides		50
6' Regular 29" tall Plain		30
6' Regular 29" tall Skirted 3 Sides		45
6' Regular 29" tall Skirted 4 Sides		60
7' Regular 29" tall Plain		35
7' Regular 29" tall Skirted 3 Sides		50
7' Regular 29" tall Skirted 4 Sides		65
4' Raised 42" tall Plain		35
4' Raised 42" tall Skirted 3 Sides		60
4' Raised 42" tall Skirted 4 Sides		60
6' Raised 42" tall Plain		40
6' Raised 42" tall Skirted 3 Sides		65
6' Raised 42" tall Skirted 4 Sides		75
7' Raised 42" tall Plain		45
7' Raised 42" tall Skirted 3 Sides		70
7' Raised 42" tall Skirted 4 Sides		75
36" Round 29" tall Plain		30
36" Round 29" tall Skirted		45
36" Round 42" tall Plain		30
36" Round 42" tall Skirted		50
48" Round Plain		35
48" Round Skirted		50
60" Round Plain		40
60" Round Skirted		70

Seating	QTY	\$ ea.
Folding Chairs		5
Tall Bar Stools		15
Tall Bar Chairs		25

Table Risers	QTY	\$ ea.
4' Risers		15
6' Risers		20
8' Risers		20

Velcro Display Boards	QTY	\$ ea.
Table Top Model		250
10' Floor Standing		350

Miscellaneous	QTY	\$ ea.
Pinboards (4'x8')		75
Easels (metal)		20
Waste Baskets		15
Ficus Trees		65
Raffle Drums		60
Booth Carpet Per 10' section		100
Booth Cleaning Per 10' section / per day		40
Change Drape Color Preferred Color ()		25
Table Cloth		5
Table Skirt		15
Extension Cords		25
Multi Plug Cords		25

PAYMENT CALCULATION SECTION

Line Item Totals	= \$ _____
Add 20% for any ON-SITE Orders	= \$ _____
SUB-TOTAL	= \$ _____
+ 7.00% NC SALES TAX	= \$ _____
+ 3% Credit Card Processing Fee	= \$ _____
GRAND TOTAL DUE	= \$ _____

Please note that all orders should be received by Convention Makers Prior to decorator set up date complete with total payment. All equipment is for rental only. By submitting this form you agree to assume full responsibility for all damaged or missing items, which may also be charged to your credit card. Additional equipment may be rented on site, based on availability, at 20% mark-up. Convention Makers, Inc. will assume no responsibility for injury or damage to person(s) or property resulting from improper use or mis-use of any supplied equipment. ALL INVOICES NOT PAID WITHIN 30 DAYS WILL INCUR A 15% LATE CHARGE PER MONTH.

FREIGHT SERVICE FORM

If you require Freight Handling Service, please complete all information on this form and Email to address
EACH PACKAGE MUST be labeled with your COMPANY NAME and SHOW NAME.

EVENT NAME The Log Home & Timber Frame Show
 EVENT LOCATION WNC Ag Center/Davis Event Center
 YOUR COMPANY _____
 YOUR EMAIL _____
 PHONE _____ FAX _____
 SHOW DATE November 4-6, 2022 BOOTH # _____

Email Form To: NCConventions@aol.com
PHONE: (828) 215-2254

SHIP FREIGHT TO: (No Mail)
CONVENTION MAKERS, INC.
150 Westside Drive, Asheville, NC 28806

MAILING ADDRESS: (No Freight)
PO Box 1075
Morganton, NC 28680

If Paying With Credit Card, Please Provide Card Holder Name & Card Billing Address:

AUTHORIZED CREDIT CARD PAYMENT

CARD TYPE: () VISA () MC () AMX Security Code

 Card # _____
 EXPIRATION ____/____/____ CREDIT CARD FEES:
 3% Processing Fee
 \$50.00 Dishonored Card Fee

ORDERED BY _____ PRINT
 ORDERED BY _____ SIGNATURE

INCOMING FREIGHT

CARRIER _____
 APPROXIMATE # of PIECES _____
 APPROXIMATE WEIGHT _____

COST = \$0.40 PER POUND - \$80.00 MINIMUM
SPECIAL LATE DELIVERY = \$75.00 ONE TIME CHARGE

ANY MATERIALS REQUIRING UNPACKING WILL BE BILLED AT PREVAILING LABOR RATE

WILL YOU REQUIRE OUTGOING FREIGHT SERVICE?

YES NO

CARRIER _____
 CARRIER PHONE # _____

CARRIER ACCOUNT NUMBER (DIFFERENT THAN YOUR CREDIT CARD #)

OF PIECES / WEIGHT _____ / _____ lbs.

COST = \$0.40 PER POUND - \$80.00 MINIMUM

ANY MATERIALS REQUIRING PACKING OR TAPING WILL BE BILLED AT PREVAILING LABOR RATE

OUTBOUND SHIP-TO ADDRESS

COMPANY NAME _____ CONTACT _____ PHONE _____
 SHIP-TO _____

FORKLIFT SERVICE: Will you require forklift service? WAREHOUSE = \$ 50.00

CONVENTION MAKERS RESERVES THE RIGHT TO UTILIZE SHOW SITE = \$ 150.00

A FORKLIFT TO SAFELY HANDLE FREIGHT IF WE DEEM NECESSARY-AT YOUR EXPENSE

Convention Makers, Inc. will assume no responsibility for freight or goods lost or damaged during shipping, receiving, handling or storing. It is imperative that all materials are properly packed and labeled, with accompanying waybill, and **INSURED** prior to shipping or removal from show floor. Please ship freight to arrive at Convention Makers receiving facility **3 to 10 working days prior** to decorator set up, or contact us concerning expected arrival date if this is not possible. Thank you.

Freight Total \$ _____ 3% Card Fee \$ _____ Grand Total \$ _____

LABOR ORDER FORM

If your company requires labor services to install/dismantle your equipment at show site, please complete this form and fax or Email to Convention Makers, Inc.

EVENT NAME The Log Home & Timber Frame Show

EVENT LOCATION WNC Ag Center/Davis Event Center

YOUR COMPANY _____

YOUR EMAIL _____

PHONE _____ FAX _____

SHOW DATE November 4-6, 2022 BOOTH # _____

Email Form To: NCConventions@aol.com
PHONE: (828) 215-2254

MAILING ADDRESS: (No Freight)
PO Box 1075
Morganton, NC 28680

If Paying With Credit Card, Please Provide Card Holder Name & Card Billing Address:

AUTHORIZED CREDIT CARD PAYMENT

CARD TYPE: () VISA () MC () AMX Security Code

Card #

EXPIRATION ____/____/____ **CREDIT CARD FEES:**
3% Processing Fee
\$50.00 Dishonored Card Fee

ORDERED BY _____ PRINT

ORDERED BY _____ SIGNATURE

INSTALLATION LABOR (2 hour minimum)

NUMBER OF PEOPLE REQUESTED _____

APPROXIMATE HOURS _____

WILL YOU HAVE A REP. PRESENT? _____

APPROXIMATE START TIME _____

LABOR CHARGES

\$50.00/MAN HOUR (STRAIGHT) - \$65.00/MAN HOUR (OVERTIME)
 OVERTIME = HOLIDAYS AND TIMES OTHER THAN MONDAY - FRIDAY
 8:00am TO 5:00pm

DISMANTLE LABOR (2 hour minimum)

NUMBER OF PEOPLE REQUESTED _____

APPROXIMATE HOURS _____

WILL YOU HAVE A REP. PRESENT? _____

APPROXIMATE START TIME _____

LABOR CHARGES

\$50.00/MAN HOUR (STRAIGHT) - \$65.00/MAN HOUR (OVERTIME)
 OVERTIME = HOLIDAYS AND TIMES OTHER THAN MONDAY - FRIDAY
 8:00am TO 5:00pm

Convention Makers, Inc. Will assume no responsibility for freight or goods lost or damaged during shipping, receiving, handling or storing. It is imperative that all materials be properly packed, labeled and INSURED, with completed waybill, prior to shipping or removal from show floor. Please note that due to increasingly tight schedules, and turn-around times, we find it necessary at times to alter scheduled installation and dismantle times to meet other time-critical stages of show set up. We will do our best to accommodate your individual set up schedule, but please be patient when this is not possible. On-site labor requests will be handled on a first-come basis as workload permits, and will be provide after pre-ordered services are rendered. Payment is due in full prior to any services rendered. If credit card authorization is provided, billing will occur after completion of services to insure accurate charges are applied. All invoices not paid within 30 days will incur a 15% charge per month.

Sub-Total \$ _____ 3% Credit Card Fee \$ _____ Total \$ _____

RUSH: EXHIBIT MATERIALS

Ship To: **ADVANCED WAREHOUSE ADDRESS**

CONVENTION MAKERS, INC.

**150 Westside Drive
ASHEVILLE, NC 28806**

Phone: (828) 215-2254

EVENT NAME

EVENT DATE: _____

Your Company Name

BOOTH #: _____

ATTN: _____

PHONE #: _____

Cut Here

RUSH: EXHIBIT MATERIALS

Ship To: **ADVANCED WAREHOUSE ADDRESS**

CONVENTION MAKERS, INC.

**150 Westside Drive
ASHEVILLE, NC 28806**

Phone: (828) 215-2254

EVENT NAME

EVENT DATE: _____

Your Company Name

BOOTH #: _____

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ASHEVILLE, NC 28806**

Phone: (828) 215-2254

EVENT NAME

EVENT DATE: _____

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Cut Here

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**150 Westside Drive
ASHEVILLE, NC 28806**

Phone: (828) 215-2254

EVENT NAME

EVENT DATE: _____

Your Company Name

BOOTH #: _____

ATTN: _____

PHONE #: _____

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Cut Here