

AMRE Leasing Corp. - Schuylkill Haven, Pennsylvania  
**BLOOMSBURG HOME & GARDEN SHOW VENDOR REGISTRATION FORM**  
**HELD AT THE BLOOMSBURG FAIRGROUNDS MARCH 21-22**  
**SET UP: FRI 8 AM - 8 PM**  
**SHOW: SAT:10 AM - 6 PM. SUN:10 AM - 5 PM**

**Payment Deadline: February 8** - If full payment is not received, vendors will not be permitted to occupy their booths. Vendor spaces are non-refundable.

**EARLY BIRD DISCOUNT- 10% OFF IF RECEIVED BY SEPTEMBER 12**

**USE CODE: BLOOM1 WHEN CHECKING OUT ONLINE**

**Booths will NOT be reserved without a 50% deposit of the cost for the spaces requested.**

Please make all checks payable to: **AMRE Leasing Corp.**

**57 Saint James Street**  
**Schuylkill Haven, PA 17972**

Please select your booth space on **AMREevents.com** by selecting the floor plan option and clicking on the booth that you would like. Payment information will be available on the site as well.

**FOR ASSISTANCE COMPLETING THIS FORM, PLEASE CONTACT**

Heather Gretsky - Phone/Text: 570-516-2422

Email: [Heather@AMREevents.com](mailto:Heather@AMREevents.com)

Please place a checkmark in the appropriate spaces and complete the number of units.

- ☐ Industrial Building
- ☐ 10x10 \$800
  - ☐ 10x10 corner \$900
  - ☐ 10x20 \$1400 (spaces must be together for discount)
- ☐ Arts & Crafts Building
- ☐ 10x10 \$800
  - ☐ 10x10 corner \$900
  - ☐ 10x20 \$1400 (spaces must be together for discount)
- ☐ Crafter Space \$100 (smaller than 10x10, ask for sizes available, first come first serve)
- Building: \_\_\_\_\_
- Number of Booths: \_\_\_\_\_
- Requested Booth Number(s): \_\_\_\_\_
- Secondary Booth option: \_\_\_\_\_
- ☐ Electrical Hookup \$50
- ☐ Water for display \$50
- Total Number of booths: \_\_\_\_\_
- Requested Booth Number(s): \_\_\_\_\_
- Secondary Booth option: \_\_\_\_\_
- Total number of spaces rented: \_\_\_\_\_ Total Cost: \_\_\_\_\_

**Name** (please print): \_\_\_\_\_ **Company/Org** \_\_\_\_\_

**Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **State** \_\_\_\_\_ **Zip Code** \_\_\_\_\_

**Telephone #:** \_\_\_\_\_ **Mobile/Cell #** \_\_\_\_\_ **Email** \_\_\_\_\_

**Link to my website** \_\_\_\_\_ **Name of Insurance Company** \_\_\_\_\_

☐ **Copy of Certificate of Liability Insurance**

**Sales Tax #** \_\_\_\_\_

Please specify all items or goods that will be shown \_\_\_\_\_

- ☐ I am interested in becoming a sponsor of the event
- ☐ By signing this form, I agree to abide by the AMRE Leasing Corporation's Vendor Rules, and Regulations, and I will provide a Certificate of Liability.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

AMRE Leasing Corp usage: Date Received \_\_\_\_/\_\_\_\_/\_\_\_\_ Unit/Space \_\_\_\_\_ Amount Received \$ \_\_\_\_\_

- ☐ Copy of Certificate of Liability Insurance
- ☐ Cash
- ☐ Check/MoneyOrder # \_\_\_\_\_

### **AMRE Events 2026 Bloomsburg Home Show**

Set up dates and times: Friday, March 20th, 8 am-8 pm

Show dates and times:

Saturday, March 21st, 10 am - 6 pm

Sunday, March 22nd, 10 am - 5 pm

Tear down: Sunday, March 22nd after 5pm, all exhibitors must be out by 9 pm

**Deadlines: Final Booth Payment – 45 days prior to the show.**

Final Registration for company name to appear in show directory - 30 Days prior to the show.

Insurance Certificate- Prior to set up

Signed Contract - At time of reserving the booth space.

**\*Please note - failure to comply may result in AMRE Events exercising their right to exclude a vendor from participation in our events in the future**

#### Payment and Liability Insurance

- NO exhibitor will be permitted to set up without full booth payment and proper certificate insurance on file.

#### Set-up

- Before setting up your booth/display, check in with the Exhibitor registration located at the entrance.
- All booths must be completely set up by 9 pm on Friday, March 20th.
- Duct tape is not permitted to secure carpets to the showroom floor. Use a non-residue tape. We suggest a double-sided carpet tape or gaffer tape.
- The booth display must not exceed the limits purchased and must not protrude into the aisle.
- Exhibitors exceeding the boundaries assigned will be required to dismantle and correct the issue.
- No forklift or scissor lift will be available on-site.
- Extension cords are the exhibitor's responsibility and must be the approved gauge for the load size according to NEC. All equipment regardless of power source must comply with the National Electric Code, and all Federal, State, and Local Safety Codes.
- Tables, chairs, and floor coverings are the responsibility of the exhibitor. The show organizer will not have any available for rent or use.
- Exhibits must remain intact and in place until 5 pm on Sunday, March 22nd. Tear-down cannot begin until 5 pm that evening.

#### Tear-Down

- Tear-down must not begin before the completion of the show.
- Tear-down may begin at 5 pm on the final day of the show, Sunday, March 22nd, and must be completed before 9 pm on Sunday..
- The area must be left clean and free of all debris.
- ANYTHING that is left behind will be disposed of accordingly and charged a removal fee.
- Should the exhibitor area not be clean, AMRE Events reserves the right to exclude exhibitors from future events.

#### Security

- Buildings are locked after show hours.
- Vendors will be permitted to enter 1 hour prior to show start time.
- AMRE Events will not be held responsible for lost or stolen items.

- Exhibitors exiting the building at show closing each evening may be asked to present identification if they are removing any items from the show floor.
- Exhibitors are asked to exit the building at the front entrance and not the emergency exits.

#### Exhibitor Passes

- All exhibitors are required to present an exhibitor pass to gain entry to the show during show hours.
- Exhibitor passes can be picked up at registration from event staff.
- Exhibitor passes must be shown at the door but will not be collected.
- Exhibitors should be in possession of their pass at all times during show hours.
- Volunteers working at the entrance will be instructed to admit no one without a pass.
  - Business cards, uniforms, etc. will not gain access to the showroom floor.
- Exhibitors will be permitted to enter the show 1 hour prior to the beginning of the show each day.

#### Exhibitor Parking

- All exhibitors are expected to park in the area that is reserved for Exhibitors only.
- If you repeatedly violate this request, you may be fined the cost of towing.
- This policy ensures that patrons entering the show have proper and convenient access.

#### During the Show

- All side and emergency doors are to remain closed during the show.
- If the temperature of the building is uncomfortable, please contact the registration desk at the front desk.
- Exhibitors wishing to take breaks for smoking, etc. must use the exit at the front entrance.
- Exhibitors are not allowed to hand out helium-filled balloons to patrons during the show
  - Helium-filled balloons are also not allowed to be used.

#### Internet

- Wireless internet is available upon request and may be an additional charge.
- If you would prefer, you can bring your own hotspot and provide your own service.

Show Location: Bloomsburg Fairgrounds

Industrial Building

Contact Information

Heather Gretskey:

570-516-2422

570-516-5603

[heather@amreevents.com](mailto:heather@amreevents.com)

## **AMRE Events 2026 Bloomsburg Home Show RULES AND REGULATIONS**

Rules and Amendments: Exhibitor agrees to the terms, conditions, rules, and regulations set forth below. AMRE Events has the full authority to make such further rules, amendments, and regulations as may be considered necessary or desirable for the safe and proper conduct of the show. AMRE Events has full authority to interpret and enforce all rules and regulations.

**Please note - Failure to comply may result in AMRE Events exercising their right to exclude any vendor from participation in future events.**

1. Valid contract for space - Applicants are required to execute registration/contact with AMRE Events. To be valid, each Registration/Contract must convey payments as stated on the registration contract.
2. Payment - 50% is due upon registration with the final payment **due 45 days prior to show dates.** Payments made after this date must be paid in cash, money order, or certified check.
3. Cancellations - Booth space fees are non-refundable.
4. Booth space purchased after 30 days prior to show date must be paid in full with cash, credit card, money order, or certified check.
5. Space assignments - All booths will be selected by the exhibitor on the website on a first come first serve basis.
6. **Liability Insurance** - Exhibitors, at their own expense, shall obtain and maintain in effect a commercial general liability insurance policy, written on an occurrence basis, that provides coverage against claims for bodily injury or property damage occurring on the premises of the show without limitation, including the building and parking lots. Such policy shall afford protection with the occurrence limit of no less than One Million Dollars (\$1,000,000). **The additional insured clause that must appear on the Certificate of Liability is AMRE Events, Columbia County Agricultural, Horticultural & Mechanical Association, DBA and Bloomsburg Fair Association as additional insured for the dates of the Home and Garden Show including setup dates.** Exhibitors shall submit a certificate of liability no later than 30 days prior to the show dates as evidencing of said coverage. Failure by the exhibitor to comply shall result in termination of this contract without refund of any part of the booth space rental fee.
7. Entry to the show area during non-show hours is strictly prohibited. The building is kept locked, and no one is admitted without special permission from AMRE Events.
8. Exhibitor Property - All reasonable means are taken by AMRE Events to protect the property of the exhibitors, however all goods, wares, and merchandise of any kind placed in the show are understood to be at the owner's risk. With the acceptance of this contract, AMRE Events is released from any and all claims, demands, suits, judgments, costs, attorney's fees, and other damages arising out of occurrences on or at the leased space. As an occasion or suffered by the exhibitor or any of its employees, agents or persons in attendance in or at such space. EXHIBITORS ARE URGED TO USE CAUTION AND NOT LEAVE VALUABLES IN BOOTHS WHEN NOT ATTENDED, DURING SET-UP AND TEAR-DOWN.
9. AMRE Events reserves the right to prohibit an exhibit or part of an exhibit which, in their judgment, may detract from the character of the show. This restriction includes persons, things, displays, conduct, and printed matter.

10. Subletting of exhibit space is prohibited. Two or more firms may not exhibit in a single space unless a special arrangement is made with AMRE Events.
11. Booth sizes - Contracted exhibit space is 10' x 10' floor space unless otherwise indicated on the showroom floor plan. There are no height restrictions, however, AMRE Events staff reserve the right to disallow exhibit elements hindering other booths. Booth walls must be finished on all sides exposed, including back and sides that reach beyond the allotted space. Exposed plywood is not acceptable, and you will be asked to curtain at your own expense.
12. Oversize restrictions - No exhibit will be permitted to protrude into adjoining booths or the aisles at either floor or height levels. No exceptions to this rule will be allowed. No signs may be erected which block the visibility of another booth.
13. Giveaways - No exhibitor may advertise or distribute tickets for prizes or giveaways that are contingent upon a purchase or conduct any promotions with obligations imposed.
14. No helium balloons may be used within the exhibit or given to patrons or other vendors during the show.
15. Venue Property - The exhibitor will be required to replace, repair, or otherwise assume all expenses for any defacement or injury to the premises caused by their exhibit or representative(s).
16. All aisle space must be kept clear. Exhibits, interviews, demonstrations, distribution of literature, etc. must be made within the exhibitor's space only.
17. Booths must be able to pass Fire Marshal's inspection and for this reason, non-flammable materials are recommended.
18. Duct tape is not permitted on the Show floor. No residue tape is permitted only.
19. Event delays and cancellations - AMRE Events shall not be required to perform any term, condition, or covenant in this lease so long as such performance is delayed or prevented by Acts of God, including the novel Coronavirus/COVID-19, strikes, lockouts, materials, or labor restrictions by any governmental authority, civil riot, floods, or any other cause most reasonably within the control of AMRE Events, and which by the exercise of due diligence AMRE Events unable wholly or in part to prevent or overcome. In the event of a delay or cancellation as described above, AMRE Events has no obligation to refund booth space fees to exhibitors.
20. Credit card payments will incur a 3% fee when using MasterCard and Visa and a 4% fee when using Discover and American Express.
21. ALL VENDORS must provide a certificate of liability naming the Columbia County Agricultural, Horticultural & Mechanical Association, DBA, Bloomsburg Fair Association and AMRE Events as additionally insured.
22. Food vendors, crafters, sponsor displays, etc. must provide a certificate of liability providing general liability coverage with policy limits of at least \$1,000,000.00 per occurrence and \$1,000,000.00 general aggregate. In short, if there is a stand at the event, a certificate of insurance must be provided.
23. **RECYCLING:** Recycling is **mandatory** in Bloomsburg for residents, businesses, schools, offices, multi-family housing properties and organizers of special events. Cardboard should be broken down and stacked inside the Industrial Building next to the overhead door, or where other arrangements are made.
24. **ALCOHOL: THERE ARE TO BE NO ALCOHOLIC BEVERAGES ON THE BLOOMSBURG FAIRGROUNDS INCLUDING THE CONFINES OF ANY BUILDING.** If the Event Sponsor desires a waiver of this policy, the Event Sponsor must obtain written approval by the Outside Activities Committee. In such an event, an addendum to this Agreement shall be signed by the Bloomsburg Fair and the Event Sponsor

which shall set forth the terms and conditions related to the service and consumption of alcohol during the Event.

25. **CONCESSIONS:** There is no cooking allowed in the Industrial or any other exhibition building. Food warmers are permitted. If the Event Sponsor desires a waiver of this policy, the Event Sponsor must obtain written approval by the Outside Activities Committee. In such an event, an addendum to this Agreement shall be signed by the Bloomsburg Fair and the Event Sponsor which shall set forth the terms and conditions.

**26. Gas cylinders are not allowed in the building.**

**27.** All food vendors shall be approved by the Bloomsburg Fair.

28. Each food vendor shall, at least thirty (30) days prior to the Event, meet with the Town of Bloomsburg Fire Chief to review a written safety plan prepared by the Fire Chief. If the food vendor accepts the written safety plan he shall acknowledge his acceptance of its terms by signing it and providing a signed copy to the Bloomsburg Fair at the Main Office. If the food vendor refuses or fails to accept the safety plan he shall not be permitted to be a food vendor at the Event.

**29. The food vendors shall pay to the Bloomsburg Fair twenty (20%) percent of its gross sales within fourteen(14) days of completion of the Event.**