

SHOW INFORMATION

AT A GLANCE

SHOW: St. Cloud Sportsmen's Show

LOCATION: St. Cloud River's Edge Convention Center | St. Cloud, MN 56301

DATES: February 4 – 6, 2022

SHOW HOURS:

February	4 th	Noon – 9:00 PM
February	5 th	10 AM – 8:00 PM
February	6 th	10 AM – 5:00 PM

PROMOTER: Cenaiko Productions, Inc. | www.cenaiko.com | (763) 755-8111

DECORATOR: Cenaiko Expo, Inc. | www.cenaikoexpo.com | (763) 755-8111

MOVE-IN: Starting Thursday, February 3th (see page 3 in packet for specific times)

BULK DEALERS WILL BE CONTACTED WITH EXACT MOVE-IN

TIMES. MOVE-OUT: No later than Midnight, Sunday, February 6th

HOTEL: Information on page 7 of the packet

PARKING: Parking is available in the Convention Center parking ramp (beneath the building) and in the Grand Central Parking Ramp across the street from the Convention Center.

FREIGHT: Advance freight warehousing arrangements can be made through Cenaiko Expo, Inc. (See page 5 for specific details.)

More specific and detailed information is included in the exhibitor packet. If there is any other way that we may assist you in show preparation, please call our office at (763) 755-8111.

Welcome
to the
34th Annual
ST. CLOUD
SPORTSMEN'S
SHOW

FEBRUARY 4 - 6, 2022

We are excited to have you participating in the 34th Annual ST. CLOUD SPORTSMEN'S SHOW at the **River's Edge Convention Center** and wish you success during the Show.

This Exhibitor Information Kit has been prepared for your benefit. We have attempted to answer any questions you, as an exhibitor, may have regarding the show. We ask that you or the individual in charge of your booth review all of the enclosed information. If you should have any questions, please feel free to contact one of our staff at 763-755-8111.

presented by - CENAIKO PRODUCTIONS, INC.
763-755-8111
www.cenaiko.com

ST. CLOUD SPORTSMEN'S SHOW

FEBRUARY 4 - 6, 2022

SHOW LOCATION:

St. Cloud River's Edge Convention Center

10 4th Avenue South

St. Cloud, MN 56301

<http://www.stcloudriversedgeconventioncenter.com/>

SHOW OFFICE:

The Show Office is located in the River's Edge Lobby.

PLEASE NOTE: Exhibitor check-in is required and booth space must be paid in full prior to booth set-up.

SHOW DATES:

Friday	February 4 th	12 Noon - 9:00 PM
Saturday	February 5 th	10:00 AM - 8:00 PM
Sunday	February 6 th	10:00 AM - 5:00 PM

REMINDER TO EXHIBITORS: ALL BOOTHS MUST BE STAFFED DURING THE ABOVE HOURS THE ENTIRE DURATION OF THE SHOW.

PARKING:

Parking for River's Edge Convention Center is available in the parking ramp located underneath the building (River's Edge East Parking Ramp). There are also metered parking stalls in the Mississippi Parking Lot located south of the Convention Center off of 4th Avenue. Additionally there are parking stalls in the Convention Center Parking Lot located west of the Convention Center on the corner of St. Germain Street and 5th Avenue. Ramp parking is also available in the Grand Central Parking Ramp located at 400 St. Germain Street West, as well as at River's Edge West Parking Ramp located at 25 5th Avenue North2

EXHIBITOR MOVE-IN:

Following is a schedule of exhibitor move-in times for the show. Please adhere to this schedule.

****ALL BULK DEALERS WILL BE NOTIFIED WITH EXACT MOVE-IN TIMES****

BULK DEALERS:	Thursday - February 3rd	9:00 AM - 8:00 PM
BOOTH MOVE-IN:	Thursday - February 4th	12:00 PM - 8:00 PM
	Friday - February 5th	8:00 AM - 10:00 AM

ALL EXHIBITS MUST BE COMPLETED BY 10:00 AM ON FRIDAY, FEBRUARY 4th SO THAT THE AISLES CAN BE CARPETED.

DOORS OPEN TO THE GENERAL PUBLIC AT 12 NOON ON FRIDAY, FEBRUARY 4TH.

EXHIBITOR MOVE-OUT:

REMOVAL OF EXHIBITS MAY NOT BEGIN BEFORE 5:00 PM, ON CLOSING SUNDAY.

As a courtesy to our customers who have paid to see the Show late Sunday afternoon, we feel they are entitled to see the entire show. Therefore, we must insist that no literature or exhibit material be removed from your booth or that you start dismantling your booth prior to the closing of the Show, Sunday at 5:00 PM. Failure to comply with this policy will result in cancellation of any future contracts.

ALL EXHIBITS MUST BE COMPLETELY REMOVED BY MIDNIGHT SUNDAY, FEBRUARY 6th

BOOTH CONSTRUCTION:

Cenaiko Productions will provide 8-foot high backwall curtains (except Bulk Dealers), 3-foot high sidewall curtains and an exhibitor identification sign, at no extra cost to the exhibitor. The exhibit may extend 4 feet from the rear wall at the 8-foot height but further extension must be limited to a 3-foot height. Exhibitors must drape the back of any unsightly structures at their own expense.

Booth specification rules **must** be followed. If your booth does not comply with these specifications, please re-design your booth before coming to the show to avoid problems. No obstructions will be allowed past the 3-foot height. Please be courteous to your neighbor.

DECORATIONS:

All decorations including draping, skirting, etc. must be flameproof to comply with the fire department regulations. The Fire Marshal will be checking all booths. All tables must be professionally skirted. Equipment ordered through *Cenaiko Expo, Inc.* complies with all regulations.

Signs, banners, etc. may not be fastened in any way to our pipe and drape or any Convention Center property including doors, walls, glass, columns, painted surfaces, or fabric walls.

**PLEASE NOTE: THE CONVENTION CENTER IS BY LAW A NON-SMOKING FACILITY.
THIS POLICY WILL BE STRICTLY ENFORCED.**

BOOTH EQUIPMENT & DISPLAY MATERIALS:

Tables, chairs, skirting, carpeting, etc. may be obtained through *Cenaiko Expo, Inc.* An order form has been included. Please note the considerable savings to you by ordering in advance rather than at the show site. Mail order forms and payment directly to *Cenaiko Expo, Inc.* forms without payment will not be accepted. Be sure to add 7.625% City and State Sales Tax to your order.

DEADLINE FOR ADVANCED PRICING IS JANUARY 25th, 2022.

Please visit the show office (located in the River's Edge lobby) with any questions or last minute details you may have.

GASOLINE AND PROPANE TANKS:

Remove propane tanks from all units to be exhibited. Permanently installed propane tanks on motor homes must be completely empty. Locked gas caps must be on all gas tanks and battery cables must be disconnected. The Fire Marshal will be checking on these.

NOTICE TO ALL MARINE AND RECREATIONAL VEHICLE DEALERS:

The 2022 St. Cloud Sportsmen's Show is one of the Midwest's finest showcases for sporting and recreational products. Therefore, we request that all dealers show **NEW 2022 and 2021 YEAR** models only. Non-Franchise products are prohibited from sales or display. Advertising or promotion of such products is also prohibited.

FREIGHT-DRAYAGE/HANDLING:

There is limited storage at the Convention Center. Shipments to the facility should arrive no sooner than two days prior to show opening. Advance freight warehousing arrangements can be made through Cenaiko *Expo*, Inc. they may be reached at 763-755-8111. Also, should you need help moving your freight to and from the show floor, please see the enclosed Material Handling form to arrange for those service(s).

THE SHIPPING ADDRESS FOR THE RIVER'S EDGE CONVENTION CENTER IS:
10 4TH AVENUE SOUTH. ST. CLOUD, MN 56301.

***Please label shipments "Attn: Cenaiko Productions, Inc." with your Company Name and Booth Number(S).**

Exhibitors are required to set up and tear down their own booth. However, Cenaiko *Expo*, Inc. does offer set up & tear down service. If labor service is needed, please contact us at (763) 755-8111 to make arrangements.

INSURANCE:

It is the sole responsibility of the exhibitor to have your own insurance (SEE CONTRACT). We have special watchmen on duty at all times, but due to increased theft at shows around the country, we cannot guarantee against loss. We suggest you provide a trunk or box equipped with a lock where small or valuable items may be kept safely when you leave the building. Do not leave TV's, DVD'S, laptops or phones unattended.

DRAWING & SHOW RESTRICTIONS:

Any exhibitor having drawings in their booth must register with the show office as to the nature of the drawing and the prizes offered. They must furnish the show office with the list of winners by 4:00 PM on Sunday February 6, 2022.

Exhibitors may not give away or sell helium-filled balloons, bumper stickers or any self-sticking advertising or promotional material.

No microphones will be permitted without the permission of Cenaiko Productions. Audio-visual equipment may not be operated in a manner that will disturb other exhibitors. Any disagreements regarding this matter will be dealt with at the sole discretion of Cenaiko Productions.

Literature and other promotional items may only be distributed from the confines of the exhibition booth. Cenaiko Productions specially prohibits the distribution of any publication or periodical in the Convention Center or registration areas without written consent.

ELECTRICAL SERVICE:

Electrical service may be obtained from the St. Cloud River's Edge Convention Center. Enclosed is an electrical form, which should be completed and emailed to Dianne.Koch@ci.stcloud.mn.us or faxed to River's Edge 320-255-9863 with cover letter enclosing payment information.

TELEPHONE SERVICE:

Local and Long Distance phone service is available for Exhibitors through the St. Cloud Convention Center. To arrange for service, complete the enclosed form and email to Dianne.Koch@ci.stcloud.mn.us or fax to River's Edge 320-255-9863 with cover letter enclosing payment information.

PLEASE NOTE: A 20% SURCHARGE WILL BE APPLIED TO ALL ORDERS NOT RECEIVED 10 DAYS PRIOR TO THE SHOW OR ORDERS RECEIVED WITHOUT FULL PAYMENT.

HOTEL ACCOMMODATIONS:

The following hotel will be offering discounted accommodations to Exhibitors:

BEST WESTERN KELLY INN

100 - 4th Avenue South
St. Cloud, MN 56301
(P): 320-253-0606

Rates: \$99.00 - All Rooms

RESERVATION DEADLINE
JANUARY 17, 2022

GRANDSTAY SUITES

213 – 6th Avenue South
St. Cloud, MN 56301
(P): 320-251-5400

Rates: \$129.00 - 1 Bedroom Suite

RESERVATION DEADLINE
JANUARY 4th, 2022

In order to receive the Sport Show discounted rates when calling for reservations, you must identify your affiliation with the St. Cloud Sportsmen's Show. Rates cannot be changed at check-in or checkout times for guests who fail to identify their affiliation with the Show when making their reservation.

Reservation requests received after the cut-off dates will be accepted on a space and rate availability basis. Guests arriving after 6:00 PM will require a guarantee by credit card.

EXHIBITOR CREDENTIALS:

Exhibitor credentials and passes will be available for pick up at the when exhibitors check in prior to set-up. The Show Office is located in the lobby of the River’s Edge Convention Center.

NO EXHIBITOR CREDENTIALS AND/OR PASSES WILL BE RELEASED TO ANY EXHIBITOR UNLESS BOOTH SPACE HAS BEEN PAID IN FULL AND THE OPERATORS CERTIFICATE OF COMPLIANCE (ST-19) FORM HAS BEEN COMPLETED.

Exhibitor Passes will be distributed as follows:

- | | | |
|---|--------------|--|
| 1 | Booth | 4 Exhibitor Passes |
| 2 | Booths | 6 Exhibitor Passes |
| | Bulk Dealers | Passes will be allocated on booth size |

The Exhibitor Pass is presented to the ticket taker upon entering the Show each day. The ticket taker will punch the pass and return the pass to the exhibitor. The pass can only be punched once per day so if you wish to leave the premises and return the same day, it will be necessary to have your hand stamped as you leave. Each booth attendant will be required to have his or her own Exhibitor Pass for admission to the Show. Exhibitor Passes will allow exhibitors to enter the Show one-hour before general admission.

It is the responsibility of the exhibitor to distribute Exhibitor Passes to booth attendants or make arrangements to have tickets left at the Will Call desk. If attendants forget or lose their passes, they must enter the Show at the public gate and pay the regular admission price.

ABSOLUTELY NO REFUNDS.

THE "WILL CALL" DESK WILL BE LOCATED AT THE MAIN ENTERANCE IN THE CONVENTION CENTER HALLWAY

ADVANCE ADMISSION OR ONE DAY EXHIBITOR ADMISSION:

Regular \$7.00 tickets or exhibitor one-day tickets may be purchased in the Show Office for \$5.00 per ticket. One-day exhibitor tickets allow your workers to enter the premises one-hour prior to the opening of the Show. In case you have more booth attendants than your allotted exhibitor passes, your one-day exhibitor tickets will provide a one-time admission. These tickets are good any day of the Show. Use these for your preferred customers, associates, prospects, friends and family members. GOOD FOR SHOW HOURS ONLY.

MAKE YOUR ADVERTISING DOLLARS WORK FOR YOU!

Limited advertising space will be available for this show program. If you have questions, please contact Barry Cenaiko at 763-755-8111 or Barry@cenaiko.com to learn more.

(Free copy available for every attendee at the Sportsmen's Show)

\$1.00 off Discount Coupon is available at: www.stcloudsportshow.com