



# MA SUMMER EXPO 2025 BOOTH APPLICATION

|                    |                  |                  |
|--------------------|------------------|------------------|
| EXHIBITOR MOVE-IN  | Monday June 2    | Noon to 7:00pm   |
| MEMBER MEETING     |                  | 6:00pm           |
| SHOW DATES & HOURS | Tuesday June 3   | 9:00am to 6:00pm |
|                    | Wednesday June 4 | 9:00am to 6:00pm |
|                    | Thursday June 5  | 9:00am to 3:00pm |
| BREAKDOWN          |                  | 3:00pm to 9:00pm |

**LOCATION:** New Jersey Convention and Exposition Center- 97 Sunfield Ave. Edison, NJ 08837

**MARKETING:** The event will be promoted on the 360AC website, newsletters, and postcard. A listing of participating exhibitors with their product lines will be posted on the 360AC website. **It is the responsibility of each individual exhibitor to make appointments for the show.**

**BOOTH SPACE:** Booth space will be in Hall A. Each 10' x 10' booth comes with white 8' drape behind, white 3' drape on the sides, one table, and three chairs.

**SET UP:** Monday, June 2nd Noon p.m. to 7:00 p.m. If it's necessary for you to set-up past the 7pm close, you will incur an additional fee to cover the expense of security. Vehicle access to the hall IS available. There will be NO trailers parked inside the hall this year. Parking is allowed outside of the Expo Center but it is at your own risk, there will NOT be security provided

**BREAK-DOWN:** Removing a Display, Boat or Merchandise from your booth prior to the set break-down time will incur a **\$1,000 fine, and loss of seniority number for one year**, payable on site.

**FOOD/CONCESSIONS:** The facility has made it clear that NO outside food or beverages (including alcohol) can be brought into the building. A daily buffet lunch will be provided.

**SECURITY:** The hall will be unlocked at 8:00am and LOCKED at 6:30pm on show days. You must exit the hall by 7:00pm.

**ELECTRICAL:** Order on-line recommended. Basic power (laptop, chargers, etc.) Pricing is \$118 for minimum electrical needs. See full list at link here: <https://marketplace.njexpocenter.com/>.

**SHIPPING:** UPS / Fed Ex - may be received starting Friday May 30, 2025, and will be received and handled by our decorator General Exposition Services. An exhibitor kit with shipping information and cost will be emailed to all vendors. Please have your Company ship to:

360AC Summer Expo 2025

(exhibitor name & Booth #)

c/o General Exposition Services

NJ Convention Center, 97 Sunfield Ave., Edison, NJ 08837

**ASSISTANTS & COMPANY PERSONNEL:** Any assistants or company personnel attending must abide by 360AC Show Rules and are required to pay a **\$150.00 show fee**. If company personnel attend the event without payment, the rep that purchased the space will be invoiced.

**INTERNET:** WiFi is included in your booth fee. Password will be provided on set-up day.

**NO STORAGE BETWEEN BOOTHS:** This space needs to remain clear due to Fire Marshal regulations.

**MEMBERSHIP MEETING:** Monday June 2nd at 6:00pm, location TBD. Pizza and beer will be served!

**HOST LODGING FACILITIES:** Booking Link information is available at [360adventurecollective.org](http://360adventurecollective.org)