



# 2018 *40th Annual* PRODUCT SHOW

## REGISTRATION PACKET

**Thursday, April 19, 2018 4:30 – 7:30**  
**Clovis Veterans Memorial District Building**

808 Fourth Street – Clovis, CA 93612

### **Program Schedule**

Set up - 12:00 pm to 4:00 pm  
Exhibits and Hors D'oeuvres - 4:30 pm to 7:30 pm  
Hosted beer and wine bar – 5:00 pm to 7:00 pm  
Raffle - 7:00 pm to 7:30 pm

### **EARLY REGISTRATION SPECIAL**

RESERVATIONS MADE PRIOR TO FEBRUARY 1<sup>st</sup> WILL HAVE SPECIAL PRICING AND YOUR LOGO INCLUDED ON ALL MATERIALS CIRCULATED AS SHOW ANNOUNCEMENTS AND INVITATIONS – SUBMIT ADS/LOGOS WITH REGISTRATION

### **SPECIAL PRESENTATION AND SPONSORSHIP OPPORTUNITIES**

SEE SPONSOR PAGE

### **CSI FRESNO RAFFLE GIFT TO PRODUCT REPRESENTATIVES**

SEE DETAILS UNDER RAFFLE REQUEST

### **CONTACT INFORMATION**

*Building Products Show Committee*  
4905 E. Townsend Ave.  
Fresno, CA 93727-5008  
TEL: (559) 255-5905  
TEL: (800) 743-1890



Contact: Marilyn Camin  
E-mail: [mjcamin@aol.com](mailto:mjcamin@aol.com)  
Web: [www.csifresno.org](http://www.csifresno.org)



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## WHAT IS CSI?

CSI (Construction Specifications Institute) is an international society dedicated to educating and improving communication between all aspects of the construction industry...architects, engineers, contractors, sub-contractors, manufacturers, suppliers and representatives from allied industries. Its diversified membership provides a forum for chapter activities that reflect an unbiased feeling of the entire industry, not one segment of it. Each individual, through the chapter and institute, has a unique opportunity to have their views and experiences contribute significantly to the improvement of the construction industry and construction specifications.

## WHY A PRODUCT SHOW AND WHO CAN PARTICIPATE?

Building Products Shows are designed for specification writers, architects, designers, engineers, contractors, sub-contractors and others related to the building industry. They provide an opportunity for these professionals to update and discover new industry information and developments for specifications. The CSI Fresno Chapter offers one evening at the Clovis Veterans Memorial Building for manufacturers and suppliers to distribute technical data, display and present demonstrations of products, systems and services.

## WHY THE CSI FRESNO CHAPTER BUILDING PRODUCT SHOW?

You have many choices in how and where you spend your product and services promotion dollars, and, with shrinking budgets for getting the word out, those decisions become critical to your success. There are many reasons why you should make the CSI Fresno Chapters Building Products Show one of the key events in your marketing program this year.

**INDUSTRY CENTER:** Clovis/Fresno's central location in the state places it in the heart of all the construction activity in the Central San Joaquin Valley. It is the only non-residential product show in this marketplace for product specifier and industry consumers.

**UNIQUE MARKET:** Being halfway between Los Angeles and San Francisco we are often served by representatives from either area or both, along with representatives based in the Central Valley. Products and services from these markets differ in application and approach. Our Building Product Show is one of the few opportunities to share and contrast ideas from those diverse markets.

**SIGNIFICANT MARKET:** Over the last few years, the Central San Joaquin Valley has become one of the fastest growing areas in the state, attracting new industry to a moderately priced real estate market along with a willing and affordable workforce. The future offers construction projects that include expansion of primary and secondary school facilities, university buildings, hospitals, correctional facilities.

**ONE-PERSON FIRMS:** This Building Product Show is the primary opportunity for many "One-Person" or slightly larger firms (10 or less) in the valley to update their Building Product Libraries. And many of these Architects, Engineers, and others also attend to take advantage of meeting manufacturing reps one on one. Their workloads usually do not justify the expense of a Product Representative from Los Angeles, San Francisco or Sacramento to visit them except when specifically called! So, this is your chance to keep them informed about your products or services and establish or maintain a relationship!

You will have the opportunity to work face-to-face with the decision makers in the leading architectural and engineering firms, facilities managers, manufacturers, industry consumers and contractors. We believe your participation in the CSI Fresno Building Product Show will be the most efficient use of your time and money. We hope to see you there.



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<b>EXHIBITOR REGISTRATION</b>			<input type="checkbox"/> Repeat Exhibitor	<input type="checkbox"/> New Exhibitor
Firm name:		Web:		
Address:				
City:	State:	Zip:		
Telephone:	Fax:	E-mail:		
Representatives				
Name:	Title:	Telephone:		
Name:	Title:	Telephone:		

<b>PRODUCTS TO BE EXHIBITED</b>					<b>NOTE: Shared Booth, End Cap or Table – see page 5</b>
Manufacturer:	Product:		CSI Section:		
<b>EXHIBITOR FEES</b>	<b>SPACE TYPE</b>	<b>UNIT COST</b>	<b>UNITS</b>	<b>TOTAL COST</b>	
<b>Received on or before 1/31/2018</b>	TABLE	\$450.00			
	BOOTH	\$600.00			
	END CAP	\$650.00			
<b>Postmarked 2/1/2018 or after</b>	TABLE	\$550.00			
	BOOTH	\$700.00			
	END CAPS	\$750.00			
Electricity – see page 4 – Expo Electrical will contact you 3-4 weeks prior to show				Invoiced separately – do not include	
Program Advertising – see page 4 - (Submit ads/logos with registration)		Include cost in Total Cost Column			
Sponsorship – see page 7		Include in Total Cost Column			
CSI West Region Member Discount	Subtract \$15				

**REGISTRATION TOTAL COST**      \$ \_\_\_\_\_.

<b>APPLICATION PACKET AND CHECK:</b>	<b>For More Information:</b>
<b>MAILING ADDRESS:</b> 4905 E. Townsend Ave. Fresno, CA 93727-5008 Make checks payable to “CSI Fresno”	Marilyn Camin, CSI, CIT E: <a href="mailto:mjcamin@aol.com">mjcamin@aol.com</a>
	TEL: (559) 255-5905 TEL: (800) 743-1890

<b>CREDIT CARD PAYMENT INFORMATION</b> Credit Card Payment using <b>Visa/Master Card/American Express</b>	
Credit Card Type:	_____
Credit Card Number:	_____
Security Code:	_____ Exp. Date: _____
Name on Credit Card:	_____
Billing Address of Credit Card:	_____
Authorized Signature:	_____



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## EXHIBIT SPACE DESCRIPTION & SELECTION:

**Booth Space:** 10' wide x 8'-0" deep. (Height Restriction 10' from floor.)  
Booth Includes: Pipe/drapes, draped table (check "delete" table option if you don't want table).

**Table Top Space:** Draped table. 8' long x 2'-6" deep. (Height Restriction 6' from floor.)

Refer to Product Show Layout (page 9) - assignments will be made upon receipt of payment. If you are assigned next to a competitor, it is for logistical reasons only, but it also offers you an opportunity to display the better qualities of your product or service. Product Show Chairperson reserves the right to assign or re-assign all spaces.

SPACE PREFERENCE		Delete Table?	Need Power? *
First Choice:			
Second Choice:			
Third Choice:			

**\*ELECTRICAL: ADDITIONAL FEE REQUIRED, MUST BE ORDERED THROUGH EXPO ELECTRICAL. YOU WILL BE CONTACTED 3-4 WEEKS PRIOR TO SHOW BY EXPO FOR ELECTRICAL ORDER AND YOU WILL BE INVOICED SEPARATELY, DIRECTLY BY EXPO ELECTRICAL.**

## PROGRAM ADVERTISING: *Please submit ad/logo with registration*

- Quarter Page Ad \$150.00
- Half Page Ad \$250.00
- Full Page Ad \$450.00
- Inside Front Cover or Inside Back Cover \$500.00

## PRODUCT REPRESENTATIVES NOTE:

Make your show more successful by providing a raffle gift (or two).

Everyone loves a raffle and we can encourage more architects and designers to stay for an awesome raffle.

Some great raffle prizes last year included SF Giants tickets; Dinner Certificates available in Fresno and Clovis at several Restaurants; several varieties of bottled wine; T-Shirts and Caps; Jackets; Gift Baskets; etc.

Seriously consider providing a raffle gift as another opportunity to market your products and services. Drawings for your prizes are held at your location.

Bring raffle prizes the night of the event with your business card attached so that you and your company can be recognized.

**AS A SPECIAL THANKS TO OUR PRODUCT REPRESENTATIVES, CSI FRESNO IS PROVIDING A RAFFLE GIFT OF A FREE TABLE TOP FOR THE 2019 SHOW (\$450 VALUE) Winner for the 2018 show – W. R. Meadows!**

**RAFFLE GIFT PROVIDED:** ..... YES  or NO



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**CONTRACT:** READ AND SIGN CONTRACT BEFORE SUBMITTING:

**CSI FRESNO PRODUCT SHOW MAILING ADDRESS:**

Address: 4905 E. Townsend Ave.  
Fresno, CA 93727-5008  
TEL: (559) 255-5905 or (800) 743-1890  
E-mail: [mjcamin@aol.com](mailto:mjcamin@aol.com)  
Web: [www.csifresno.org](http://www.csifresno.org)

**DIRECTIONS TO EXHIBITORS:**

All exhibitors will be subject to the directions of the CSI Fresno Chapter through the Committee Chairperson; to be exercised by the sole discretion of the Committee Chairperson. Each exhibitor will be responsible for maintaining safe conditions and protection of the property brought onto the premises.

**1. INSURANCE: *No longer required as long as no products are sold.***

**2. SPACE ALLOCATION:**

All applicants will be allotted space choice in the order in which applications and payments are received and date stamped in the Committee Office. All space assignments are first come, first served based upon when a complete application and payment has been received. Products Show Chairperson reserves the right to assign or reassign all spaces.

**3. SUB-LETTING OR JOINT OCCUPANCY OF SPACE:**

Sub-letting or joint occupancy of space in whole or part **will not be permitted without prior approval** of the Committee Chairperson. **Additional fees and/or restrictions will be applicable.**

**4. SHIPMENT OF EXHIBITS:**

All shipments of exhibits and return shipments shall be arranged by the exhibitor. Prior shipment to the show and return shipments shall be coordinated by the exhibitor with EXPO.

**5. INSTALLATION OF EXHIBITS:**

Begins at 12:00 Noon the day of the event, and must be completed by 4:00 pm, sharp!

**6. REMOVAL OF EXHIBITS:**

Removal will be permitted **STARTING AT 7:30 PM**, same day of event, and **MUST BE COMPLETED BY 8:30 PM.**

**7. SIZE OF EXHIBITS:**

Booth and Tabletop space sizes are designated on the Exhibit Space Reservation Form. The Liberty Ballroom has a 16-foot ceiling.

**8. EXHIBIT ACCESSORIES:**

Display furnishings, other than chairs, are not available at the Liberty Ballroom for use with displays, and are the responsibility of the Exhibitors to furnish.



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## **FIRE PREVENTION:**

Fire regulations require all materials used for display to be flameproof. Such restrictions as are imposed by management against fire hazard will be in full effect. A walk through will be conducted prior to opening the show. All exhibitors must have a certificate certifying fire retarded exhibit materials on hand at all times. ALL ITEMS DEEMED UNSAFE BY THE FIRE MARSHAL WILL BE REMOVED FROM THE SHOW.

## **HOLD HARMLESS CLAUSE:**

The exhibitor assumes the entire responsibility and liability for all losses, damages, claims, and attorney fees and costs attributed to personal injury or property damage of any kind or nature whatsoever arising out of the installation, operation or removal of

exhibitors display, equipment and other property brought onto the premises, regardless of whether such injury or damage is contributed to by any party indemnified hereunder and shall indemnify and hold harmless the Clovis Memorial District, its officers, agents and employees and, the CSI Fresno Chapter, and any authorized representative, agent or employee of the foregoing of any injury to persons, losses, damages, claims, attorneys fees and costs related thereto.

## **DRAYAGE:**

Due to the Clovis Memorial District and City of Clovis Fire regulations, we are unable to store display material and/or show materials. At the conclusion of your set-up operation, all related equipment, crates, etc. must be removed from the premises and may not be brought back before the authorized tear down period begins. CSI Fresno Chapter will charge accordingly for our removal of any item(s).

## **DELIVERY OF EXHIBITS:**

Deliveries shall be made by using the freight entrance and dock. Coordinate deliveries with Products Show Committee, whose directions will be followed to avoid traffic congestion.

## **OFFENSIVE EXHIBITS:**

Exhibits of a nature that obstruct the view or generate excessive noise or vibration and interfere with privileges of other exhibitors, or become objectionable, may be modified or removed at the discretion of the Committee Chairperson of the CSI Fresno Chapter.

## **UNAUTHORIZED EXHIBITS:**

Exhibits will be confined to the Liberty Ballroom ONLY. Agents, solicitors and representatives of firms selling commercial products will not be permitted to use space for display of their products. Advertising, solicitation and distribution of literature on commercial products will not be permitted except from tabletop or booth spaces within the Liberty Ballroom.

## **ELECTRICAL POWER:**

Must be ordered in addition to and separately from Booth/Table order. Exhibitors are advised to bring their own extension cords and duct tape, as none will be available at the Liberty Ballroom.

## **BLINDING, GLARING LIGHT OR LOUD NOISE:**

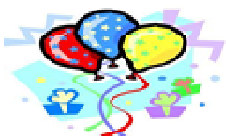
*Will not be permitted.*

## **AUDIO-VISUAL EQUIPMENT:**

Will not be permitted without prior approval of the Committee Chairperson.

## **IF EXHIBIT AREA IS RENDERED UNTENABLE:**

If the Liberty Ballroom is rendered untenable or is destroyed by an Act of God, or activities are precluded by labor dispute, or other condition beyond the control of the CSI Fresno Chapter, the Chapter will not be held liable for performance of this Contract and exhibitor waives any claim for damages or losses as a result.



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## **AUTHORITY AT SHOW:**

Only the Committee Chairperson will have authority to make decisions affecting exhibit activities. Exhibitors are subject to these regulations as well as any other the Committee Chairperson may see fit to make for the good of the majority of the exhibitors. This Contract is not intended to be for the benefit of any third party not privy hereto, and there shall be no third party beneficiaries to this Contract.

## **CANCELLATION**

48 hours notice is required for any refunds. Fees will be fully refunded prior to 48 hours before the event; half will be forfeited if cancellation occurs within the 48 hour period before the event. "No Shows" will not be refunded after the event. Credit card processing fees are non-refundable.

**I HAVE READ AND ACCEPTED THE CONDITIONS OUTLINED IN THIS CONTRACT AND AGREE THERETO:**

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Authorized Signature

Date



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**Thursday, April 19, 2018**  
**Clovis Veterans Memorial District Building**  
808 Fourth Street – Clovis, CA 93612

## **SPONSORSHIP OPPORTUNITIES**

**EVENT SPONSOR: \$1,000.00**

### **INCLUDES ALL THE FOLLOWING**

1 EXHIBIT BOOTH  
HALF PAGE AD IN PROGRAM  
LOGO ON CSI PRODUCTS SHOW WEB SITE  
MULTI MEDIA RECOGNITION DURING SHOW

### **HOSTED BAR, COFFEE & TEA STATION**

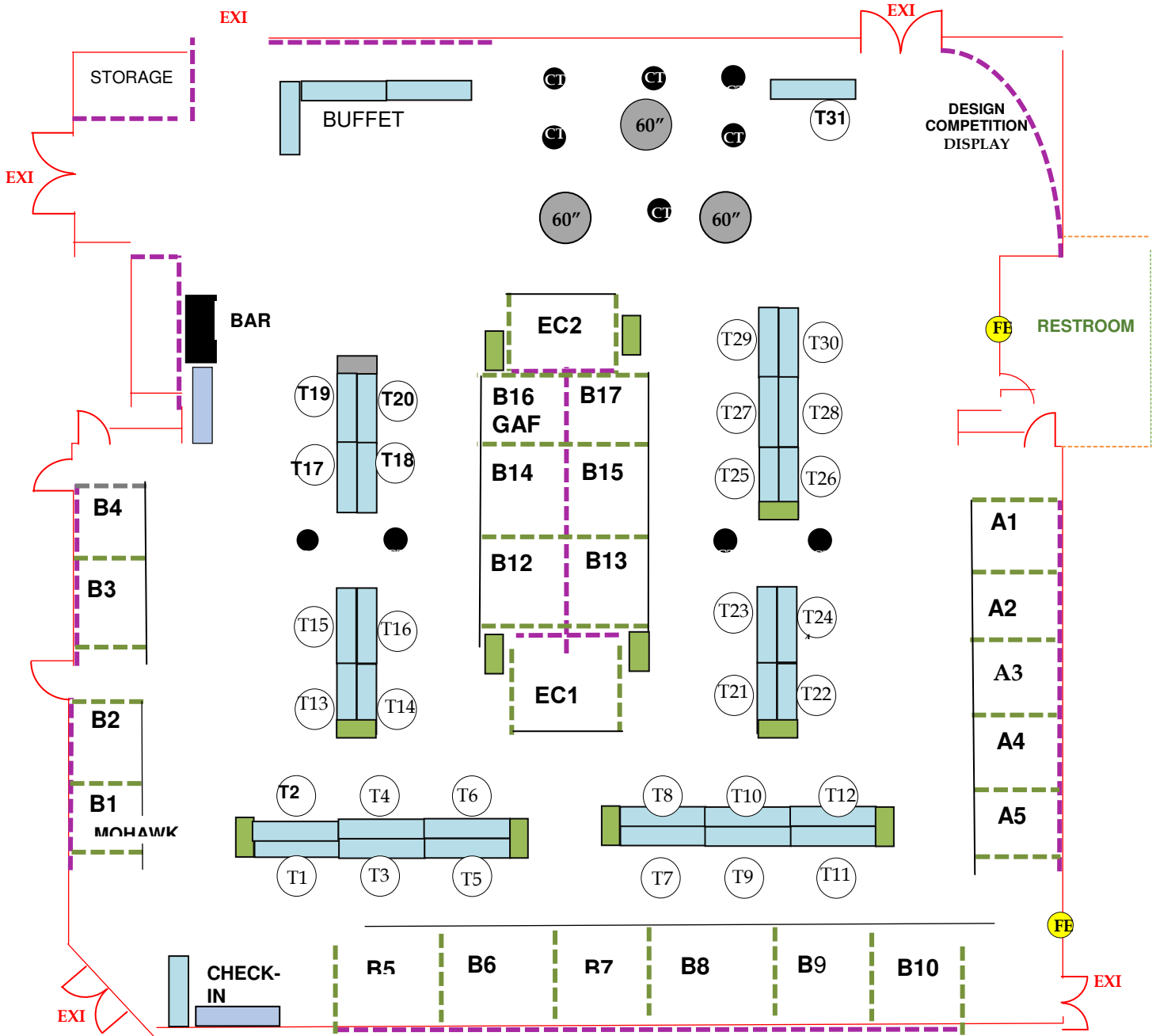
- \$750.00 BEER & WINE – includes signage @ bar, recognition in show program
- \$400.00 BEER & WINE – includes recognition at bar and in show program
- \$200.00 ICE TEA STATION – includes signage @ station and recognition in show program



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## FLOOR PLAN



Revised 01/31/2018

