



FMCA's 102nd International Convention & RV Expo


# EXHIBITOR INFORMATION

JOIN US

MARCH 10-13, 2021

Georgia National  
Fairgrounds & Agricenter

Perry, Georgia



## FMCA'S 102ND INTERNATIONAL CONVENTION & RV EXPO PROMISES TO BE AN EVENT THAT YOU WILL NOT WANT TO MISS OUT ON.

We are "ALL ABOUT THE AUDIENCE," as our members will be sure to purchase your products. We are committed and dedicated to producing events that will deliver sales success for you. Our marketing efforts are hard at work to boost member attendance and increase your chances to make sales – regardless of whether you're selling an RV or related products. Be sure to be visible!

This event will be held at the Perry National Fairgrounds in Perry, Georgia, and is a Wednesday through Saturday event. This event will attract RV owners, manufacturers, RV dealers, suppliers of various products, component manufacturers, as well as campgrounds, resorts, and service facilities – and don't forget – FMCA's loyal audience of buyers.

### SHOW RULES

The information on the back side of the exhibit space contract contains the show rules. Exhibitors are urged to read the contract and terms of the contract prior to applying for space. All exhibitors must be commercial members of the Family Motor Coach Association in order to exhibit.

### APPLICATION DEADLINE

The exhibit space contract and a 50% deposit covering the exhibition fees for all exhibitors must be received in FMCA's offices by Friday, November 20, 2020, in order to be in the space drawing for booth assignment, which is scheduled for Monday, November 23, 2020. Contracts received without a 50% deposit **will not** be eligible to participate in the space assignment/drawings. Exhibitors whose contracts and fees are received after the drawing will be assigned space on a first-come, as-available basis. Final remittance will be due on or before Friday, January 15, 2021. FMCA does not bill for remaining space fees. Fees not paid by January 15, 2021, will be considered cancelled and forfeited by the exhibitor.

### SENIORITY REQUIREMENTS

Two drawings will be held in Cincinnati on Monday, November 23, 2020. The first drawing will be for exhibitors who have exhibited at an FMCA International Convention & RV Expo within the past calendar year. The second drawing will be for all others. Both drawings will be by proxy only. **All exhibitors who wish to be included in the space assignment procedures must have their contracts and fees to FMCA no later than Friday, November 20, 2020. If FMCA receives more contracts than it has space, those not drawn in the space drawing procedures will be refunded space fees in full. Space is limited and may be allocated to accommodate all participants sending in contracts by November 20, 2020.**

### GUIDELINES FOR REQUESTING SHOW SPACE

Space should be requested by booth number and/or RV space number shown on the enclosed maps. Please list six (6) choices in order of preference. There is no guarantee exhibitor's booth choices will be assigned during lottery procedures.

### REFUNDS/CANCELLATIONS

Any exhibitor who cancels, withdraws from the show, or reduces the size of its space for any reason forfeits any monies paid as liquidated damages, and the exhibitor agrees to be legally obligated to remit any unpaid balance for such assigned space. FMCA reserves the right to rent to another exhibitor, to eliminate, or to maintain vacant the canceled space without obligation to the exhibitor. FMCA reserves the right to sell space to another exhibitor if space is left empty or is not used in the manner originally

### COMMERCIAL MEMBERSHIP DUES\*

EXHIBITOR TYPE	ANNUAL DUES	RENEWAL
RV Manufacturer	\$360	\$360
Component Manufacturer – Annual Sales over \$100,000	\$145	\$145
Component Manufacturer – Annual Sales less than \$100,000	\$108	\$85
Dealers/Services/Others	\$70	\$50

\*Exhibitors must be FMCA commercial members! See enrollment form attached, or visit [www.fmca.com](http://www.fmca.com).

intended by FMCA. No space may be used solely for storage purposes. All spaces must be decorated appropriately according to FMCA standards.

## EXHIBIT AREA FLOOR PLANS

Indoor exhibit space will be located in the Miller-Murphy-Howard Building and the Georgia Grown Building. Georgia Grown Building will be opened for booth space sales when the Miller-Murphy-Howard building is full. Refer to the enclosed floor plan. Please note that RV spaces are 50x50 spaces unless otherwise noted. RV spaces will be located in the carnival midway on grass. All floor plans are subject to change pending the Fire Marshal's review and the exhibitors' request for space.

## OUTDOOR SUPPLIER DEMONSTRATION AREA SPACE

This area is for exhibitors who have difficulty demonstrating products due to safety concerns regarding movement of product, noise, height, product type, or size restrictions set forth in the show rules (see back of contract, Section VII, for size restrictions). Products appropriate for this area include generators, display trailers with several components (the trailer being too large for a booth), production-line tow trailers that exceed size limitations for a booth as outlined in the exhibit contract, etc. Products that do not qualify for this area are accessory display trailers or other exhibits containing products that are small enough for a booth display and that will not create a noise problem inside the exhibit area. This area will be located outdoors on the grassy area walkway leading into the Miller-Murphy-Howard Building. RVs are permitted in this area, but are not allowed to be used as a live-in unit. No space may be used solely for storage purposes. All spaces must be decorated appropriately according to FMCA standards.

A plot plan must be submitted designating the size of the space requested with the area required by the product drawn to scale within the requested space. Photos are requested and will facilitate the approval process for this area. Space will be available for purchase at \$5.00 per square foot. Minimum and Maximum size requirements will prevail in the supplier demonstration area (10' minimum width, 10' minimum depth; or 20' maximum depth). You will be notified if your product "does not qualify" for this area. Electricity and phone lines are available in this area at an additional charge and will be available through the official show decorator, Hale Expo Services. Information will be available in the exhibitor confirmation materials regarding Hale Expo Services.

## MOVE-IN, MOVE-OUT

Booth exhibitors and Supplier Demonstration Area displays who begin to tear down or bring out packing boxes before 5:00 p.m. on Saturday, March 13, 2021, **will be subject to a fine of not less than \$300 per booth and may be prohibited from participating in future shows.**

Show units will remain intact until 5:00 p.m. on Saturday, March 13, 2021. **Early movement of display units prior to the close of the show will result in a fine of \$1,000 per RV moved.** During show hours, display RVs

## SHOW DATES & HOURS

### Exhibit Dates & Times for All Exhibitors

Wednesday, March 10, 2021	1:00 p.m. to 5:00 p.m.
Thursday, March 11, 2021	9:00 a.m. to 5:00 p.m.
Friday, March 12, 2021	9:00 a.m. to 5:00 p.m.
Saturday, March 13, 2021	9:00 a.m. to 5:00 p.m.

### RV Displays Set-Up Days

*Please do not arrive prior to Saturday, March 6, 2021*

Saturday, March 6, 2021*	8:00 a.m. to 5:00 p.m.
Sunday, March 7, 2021	8:00 a.m. to 5:00 p.m.
Monday, March 8, 2021	8:00 a.m. to 5:00 p.m.
Tuesday, March 9, 2021	8:00 a.m. to 5:00 p.m.
Wednesday, March 10, 2021	8:00 a.m. to 10:00 a.m.

\* Staging Day

### Booth & Outdoor Demonstration Area Display Set-Up Days

*Please do not arrive prior to Monday, March 8, 2021*

Monday, March 8, 2021	8:00 a.m. to 5:00 p.m.
Tuesday, March 9, 2021	8:00 a.m. to 5:00 p.m.
Wednesday, March 10, 2021	8:00 a.m. to 10:00 a.m.

may not be moved. Any movement of show units beginning Wednesday, March 10, 2021, at 12:00 p.m. through Saturday, March 13, 2021, at 5:00 p.m. must have permission through FMCA's Director of Events to move show units from the display area. RVs that have permission to move by the Director of Events may not be replaced with other units and movement will need to be assisted by FMCA show security. Show units are not to be used as a Demo or Test Drive unit. FMCA appreciates your cooperation in this matter.

All exhibitors must remove all displays prior to 12:00 p.m. on Sunday, March 14, 2021. FMCA and the Georgia National Fairgrounds appreciate your cooperation in this matter.

## RESTRICTIONS

The Director of Events reserves the right to restrict exhibits which, because of noise or for any reason, become objectionable, and also to prohibit or evict any exhibit that in their judgment may detract from the general character of the show. In the event of such restrictions or evictions, show management shall not be liable for refunds of any kind. The Director of Events or Physical Properties Manager may also request changes in the method of display if it is objectionable to an adjoining exhibitor or Show Management.

A height restriction for indoor spaces will be in force. The height of rear booth partition and display materials must not exceed 8 feet in height. Side partition on booth may be 8 feet high, from front to back at this event. Counter

height tables will be permitted. All surfaces exposed to aisle or other booths must be of a finished nature, either by draping or decorative panel.

A height restriction for all Outdoor Supplier Demo and RV displays will be in force. No decorations of flags, blimps, or helium balloons in excess of 20' (from the ground) will be permitted without prior permission of FMCA.

International Association for Exhibits and Events ([www.iaee.com](http://www.iaee.com)) display rules and regulations apply. Violators will be subject to fines and may/or may not lose rights to participate in space drawings for future FMCA conventions.

Production-line tow trailers are not permitted in the RV display area. Tow trailers that are for sale and have been custom built by an RV manufacturer specifically to accompany or to use with a specific RV, usually to be displayed with it, are permitted in the RV display area. The tow trailer must be displayed carrying the vehicle it is intended to tow. Office trailers may not be placed on exhibit space.

No pets will be allowed in the seminar buildings, exhibit buildings, eating areas/facilities, or within the RV display areas; service animals exempted.

## INSURANCE

Exhibitor will maintain, at its sole expense, comprehensive general liability insurance covering bodily injury and death to persons and property damage with minimum per occurrence limits of \$1,000,000; workers compensation and employer's liability insurance; covering all those engaged by Exhibitor to provide services on its behalf; and adequate casualty property coverage for its own property. The general liability policy will name FMCA as an additional insured and must be in force during the full term of the Show including move-in and move-out days. Exhibitor must provide FMCA with a Certificate of Insurance confirming that all of these requirements are in place prior to March 6, 2021.

## SALES TAX – TPT AND THE USE TAX

Sales Tax in Perry, Georgia, and Houston County is 7%. All exhibitors selling a tangible product during the event will be required to submit a completed Miscellaneous Events Sales Tax Form. The sales tax form will be sent to you in December 2020.

Should you have questions pertaining to the sales tax in the State of Georgia, please respond to:

**Georgia Department of Revenue**  
Compliance Division  
Macon Region Office  
6055 Lakeside Commons Drive, Ste. 220  
Macon, GA 31210  
478-471-3550 Main Number  
478-471-3589 Lynn Borders

Please keep copies for your records.

## OUT-OF-STATE DEALERS/MANUFACTURERS

The Georgia Department of Revenue Motor Vehicle Division's form T-241 must be completed and submitted to FMCA no later than January 4, 2021.

Each out of state dealer must complete the T-241 form and submit a check in the amount of \$500.00 made payable to the Georgia Department of Revenue/ Motor Vehicle Division and returned to:

### **Family Motor Coach Association**

Attn: Tina Henry  
8291 Clough Pike  
Cincinnati, OH 45244

Upon receipt of your exhibit space contract, an emailed copy of T-241 will be emailed to you. It is mandatory that we receive your check and forms by January 4, 2021, in order for you to participate in the event. If you are an RV manufacturer, it would be appreciated if you would submit your participating dealers to FMCA by December 1, 2020, as they will also be required to be registered with the Georgia Department of Revenue Motor Vehicle Division Dealer/Distributor Attendance Form.

## SEMINAR PROGRAM AND APPLICATION

Exhibitors interested in being considered for presenting technical, educational, product-specific, or craft seminars in one of the seminar rooms for the event, should visit: [FMCA.com/fmca-exhibitors](http://FMCA.com/fmca-exhibitors), and scroll to the Seminar Presenter section to apply. More detailed information is available on the application form, or contact Barb Feiler in our Events Department at 800-543-3622 ext. 219 or by email at [bfeiler@fmca.com](mailto:bfeiler@fmca.com). Due to the number of seminar requests made for each event, submission of the seminar application does not guarantee that your seminar will be scheduled. **Seminar space in Perry will be limited and is not guaranteed.** All applications must be submitted electronically. No applications will be accepted after Friday, December 4, 2020.

## SPONSORSHIP INFORMATION

We are committed to helping you target your advertising and marketing dollars to thousands of motorhome owners in the most economical way. As an event sponsor, your company is provided with a wide range of the most inclusive advertising, sales promotion, and hospitality benefits available. Multiple sponsorship levels are designed to fit all budgets! Each package provides the exposure you want! Imagine having your company name as the sponsor of: Trams, Morning Coffee & Doughnuts, Event Program Guide, Evening Entertainment, just to mention a few. Interested sponsors are encouraged to call FMCA to inquire about sponsorship opportunities. Please call 800-543-3622 for information.

For More Information, Contact The FMCA Events Department  
800-543-3622 • 513-474-3622 tel | [thenry@fmca.com](mailto:thenry@fmca.com) email