

EXHIBITOR & BOOTH INFORMATION

Company Name: _____

Contact Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Email: _____

Phone: _____ Cell: _____

Type of Service to be Exhibited:

(must select ONE for contract to be considered completed)

- | | | |
|---|--|---|
| <input type="checkbox"/> Appliance | <input type="checkbox"/> Bank / Financial | <input type="checkbox"/> Chimney / Fireplace |
| <input type="checkbox"/> Concrete / Paving | <input type="checkbox"/> Custom Builder | <input type="checkbox"/> Doors / Garages |
| <input type="checkbox"/> Electric / HVAC | <input type="checkbox"/> Equipment | <input type="checkbox"/> Fence |
| <input type="checkbox"/> Food | <input type="checkbox"/> Foundation | <input type="checkbox"/> Government |
| <input type="checkbox"/> Home Builder | <input type="checkbox"/> Home Services | <input type="checkbox"/> Interior Design |
| <input type="checkbox"/> Media | <input type="checkbox"/> Non-Profit / Not for Profit | <input type="checkbox"/> Outdoor - Deck / Patio / Hardscape |
| <input type="checkbox"/> Outdoor - Landscape / Plants | <input type="checkbox"/> Painting | <input type="checkbox"/> Pool / Outdoor Living |
| <input type="checkbox"/> Plumbing | <input type="checkbox"/> Real Estate | <input type="checkbox"/> Remodel - Full Home Improvement |
| <input type="checkbox"/> Remodel - Kitchen & Bath | <input type="checkbox"/> Roofing / Siding / Gutters | <input type="checkbox"/> Water Treatment |
| <input type="checkbox"/> Windows | <input type="checkbox"/> Other - _____ | |

You can select up to two categories and are limited to exhibit to only those categories to allow for a variety of exhibitors

Booth Size: 8'x10' 10'x10' Outside Space

Building Preference: 9 (MEMBERS ONLY) **WAITLIST** 12 **WAITLIST** 13 14 14a

Note: Building 12 Exhibits must be removed by 8am Monday, March 23. Sunday, 4pm breakdown is preferred.

*****We cannot guarantee your booth preference.*****

Booth Quantity if more than 1: _____ / Same booth(s) as 2025

Method of Payment: Check _____ Online with Credit Card _____ Amount: \$ _____

Rate changes effective January 05, 2026 - Payment due upon receipt of invoice

Location	FCBIA Member 10x10	Non-Member 10x10	FCBIA Member 8x10	Non-Member 8x10
Building 9	\$1,100			
Building 12, 14a	\$1,000	\$1,400		
Building 13 & 14			\$1,000	\$1,300
Outdoor	\$500	\$500		

If paying by credit card, there will be a 3.5% courtesy fee.

Multiple Booth Discount: 2 Booths -No Discount | 3 Booths -10% Discount | 4 Or More Booths - 15% Discount.

DISCOUNT NOT AVAILABLE WITH GARDEN EXHIBITOR BOOTH PRICING

FCBIA & HBAWC Member Benefits:

FCBIA & HBAWC have once again partnered to give member benefits. Only Association members who register for both shows will receive member rates for each show. The HBAWC Home Show will be held March 2026. Registrations for the HBAWC show are handled directly through HBAWC. For more information, please contact Kris Detrow at (301) 582-8198 or at Kris@hbawc.org.

Only FCBIA/HBAWC members in good standing (NO outstanding invoices) are eligible for FCBIA member pricing.

NOTE: Building 9 is reserved for FCBIA members only.

HBAWC Members: Check here to receive FCBIA pricing if participating in both FCBIA & HBAWC 2026 March Events.

Balance Due -Registration balances are due to FCBIA by December 31, 2025, or the Exhibitor forfeits their booth space and will be considered under regular registration rates. No refunds will be granted after December 31, 2025 (see Cancellations).

Please Initial Here _____

Please return the completed form to events@frederickbuilders.org, and an invoice will be sent to you.

Please remit payment to:

Frederick County Building Industry Association (FCBIA)
Attn: Home & Garden Expo
203-B West Patrick Street
Frederick, MD 21701

This application is for exhibitors for the 2026 Frederick Home & Garden Expo, to be held at The Frederick Fairgrounds March 21 & 22, 2026; show hours are:

- Saturday, 9:00 a.m. - 5:00 p.m.
- Sunday, 10:00 a.m. - 4:00 p.m.

By completing this Exhibitor Contract ("Contract"), it becomes a legal contract by and between the Frederick County Building Industry Association (hereinafter referred to as "FCBIA" and Exhibitor). The Exhibitor agrees to all terms and provisions set forth herein and the "Rules and Regulations" all of which must be strictly adhered to by the Exhibitor, their employees, agents, and representatives.

NO RESERVATIONS WILL BE ACCEPTED WITHOUT THIS EXECUTED FORM AND PAYMENT.

I / We understand that this Contract will not be binding or in effect until full payment is received by FCBIA. I / We agree to comply with all the Rules and Regulations of the Frederick Home & Garden Expo, made a part of this Contract, including, without limitation, the terms and provisions provided herein, and the terms and conditions outlined in the Rules and Regulations, attached hereto and incorporated herein by reference. I / We agree to comply with the Rules and Regulations pertaining to the exhibitor space(s) provided to me/us for display purposes under the terms and conditions outlined in the Rules and Regulations and as otherwise provided herein.

Please Initial Here _____

Note: Table, Chairs & Carpeting NOT Included. Additional furnishings such as tables, chairs, carpeting, lighting, etc. are the sole responsibility of the Exhibitor and may be rented through Grand Rental Events or a company of the exhibitor's choosing.

Wi-Fi: FCBIA and the Frederick Fairgrounds are not responsible for providing, nor guarantees Wi-Fi.

ELECTRICITY

Exhibitors that require electricity must notify FCBIA no later than February 27, 2026. Where applicable, a power cord will be provided; however, a 15-amp professional-grade extension cord and power strip are solely the responsibility of the Exhibitor to connect to the nearest power source. (See Exhibit Equipment for further details.)

Please Initial YES _____

Please Initial NO _____

CERTIFICATE OF INSURANCE
Along with your completed contract and payment, all 2026 Frederick Home & Garden Expo exhibitors must submit an insurance certificate naming FCBIA, Frederick Co. Agricultural Society, Inc. and, the Great Frederick Fair, Inc. as certificate holder. Contact your insurance agent for more information.

RULES & REGULATIONS

1. Thirty (30) days before the date of the Frederick Home & Garden Expo all Exhibitors MUST provide FCBIA with an insurance certificate naming FCBIA, Frederick Co. Agricultural Society, Inc. and, the Great Frederick Fair, Inc. as certificate holders. Contact your insurance agent for more information.
2. Exhibitors must hold all necessary licenses and/or registrations as may be required by local, state and/or Federal government agencies to conduct or perform his/her business or trade. Licenses and/or registrations should be accessible should anyone ask to see them.

3. No booth space may be assigned, sublet, or shared with another firm, either partially or in its entirety, without the express written consent of FCBIA. No Exhibitor shall exhibit in his/her space any other goods, apparatus, service, advertising signs, or distribute brochures, business cards, etc., other than those sold, manufactured or issued by him/her in his/her regular course of business without the express written consent from the show management or FCBIA. Violation of this rule shall be cause for eviction from the show without a refund.
4. Only products or services pertinent to or closely related to the theme of the show will be permitted.
5. Due to the number of companies exhibiting similar or related product lines, FCBIA cannot guarantee that a company exhibiting the same or similar products will not be located in an adjoining or nearby booth space.
6. FCBIA reserves the right to change the floor plan without notice if it deems it necessary to do so to provide a more satisfactory, attractive, and successful show at FCBIA's sole discretion.
7. FCBIA reserves the right to prohibit any exhibit that violates the spirit or letter of these rules, regulations, stipulations, and the character of the Home & Garden Expo.
8. EXHIBITORS MUST ABIDE BY ALL FIRE REGULATIONS AND/OR DECISIONS OF REPRESENTATIVES OF THE LOCAL FIRE DEPARTMENT. ALL MATERIALS AND DECORATIONS USED IN BOOTHS MUST MEET FREDERICK COUNTY FIRE DEPARTMENT STANDARDS FOR INFLAMMABILITY. NO EXHIBIT IS ALLOWED TO EXTEND BEYOND THE PRESCRIBED DIMENSIONS AND FLOOR SPACE OF THE ASSIGNED BOOTH(S), NOR SHALL IT IN ANY WAY INTERFERE WITH DESIGNATED FIRE OR EMERGENCY EGRESS OR ACCESS. ABSOLUTELY NO OPEN FLAMES ARE PERMITTED INSIDE ANY OF THE EXHIBIT BUILDINGS.
9. The Fairgrounds/buildings are a Drug-Free facility. Exhibitors shall comply with all local laws, rules, regulations, and ordinances in force. Smoking tobacco and any smoking- associated paraphernalia including e-cigarettes and similar devices are strictly prohibited in any of the buildings located on the fairgrounds. The Fair Management reserves the right in its sole discretion to interpret, amend, or add to the rules and regulations at any time.

CANCELLATION

1. This Contract may be canceled by FCBIA by written notification to the Exhibitor effective as of the date on the written notice. If FCBIA cancels or terminates the Contract, the Exhibitor waives all claims the Exhibitor may have against FCBIA for damages or expenses, and the Exhibitor agrees to accept, in complete satisfaction and discharge of all claims against FCBIA, a refund of all amounts paid by the Exhibitor to FCBIA in accordance with this Contract.
2. Notwithstanding anything herein to the contrary, in the event that the Home & Garden Expo is canceled or rescheduled due to no fault of FCBIA, including as a result of the COVID-19 pandemic, the Exhibitor may request a refund of any or all amounts paid by the Exhibitor to FCBIA per this Contract. Such refund shall be granted by FCBIA, after review by the FCBIA Board of Directors, in a reasonable period of time; however, Exhibitor agrees that FCBIA shall be entitled to retain an amount equal to \$100.00 for expenditures related to marketing the Home & Garden Expo.
3. If this Contract is canceled by the Exhibitor after December 31, 2025, no refund will be granted to the Exhibitor.

Please Initial Here _____

EXHIBIT EQUIPMENT

1. **ADA:** Americans with Disabilities Act - Exhibitors are required to construct displays that are accessible by people with disabilities and to comply with the ADA rules.
2. **Displays:** All exposed parts of a display MUST be finished or covered so they do not present an unsightly appearance when viewed from adjoining booths or aisles.
3. **Electricity:** Exhibitors that require electricity must supply a 50-foot, 15-amp professional-grade extension cord and power strip and are solely responsible for connecting it to the nearest power source. An extension ladder may be necessary if your booth space(s) is a center aisle booth. FCBIA does NOT provide extension cords, power strips, ladders, or assistance with the installation of the same. Currently, there is no charge for electricity. Should an Exhibitor require upgraded electric lines or if upgraded electric lines need to be provided to an Exhibitor, the lines shall be provided by an authorized vendor of the Fairgrounds and the Exhibitor shall be responsible for all fees or charges associated with the installation and removal. Need electricity? Please notify FCBIA by February 27, 2026.
4. **Water:** Exhibitors requiring water for their displays must make their own arrangements to get water. The fairgrounds will no longer allow us to use their water to fill displays. NO EXCEPTIONS, YOU WILL BE CHARGED FOR ANY WATER USAGE!
5. **Noise:** The use of loudspeakers, radios, televisions, or other audio equipment, or the use of operating machinery or other items that is of sufficient volume or nuisance to annoy neighboring exhibitors will NOT be permitted. Sound from any audio presentations must NOT be broadcast beyond the immediate area of the Exhibitor's display.
6. **Copyright Infringement** - Exhibitors are responsible for securing all necessary licenses and consents for any use of copyright works owned by any third party which may be used directly or indirectly by the Exhibitor. Playing copyrighted music at events is prohibited by federal copyright laws unless written and signed permission is obtained from the author or composer, or an agreement with music licensing organizations is obtained.

7. **Demonstrations:** Product demonstrations shall not in any way obstruct the aisles or interfere with the orderly transaction of business in neighboring exhibits.
8. **Promotional Materials:** Exhibitors shall distribute printed matter or other appropriate material ONLY within the limits of their space. No aisle space or other public areas may be used by Exhibitors, including, without limitation, handing out or distributing material(s) in other public areas at the Home & Garden Expo.
9. **Food/Beverage:** Dispensing or serving of food or beverages from the booth must be approved by FCBIA in advance of the Home & Garden Expo. It is the responsibility of the Exhibitor to obtain the required health permit, if applicable, from the Frederick County Health Department (Ph: 301-600-1029) or other required permits from any governmental agencies.
10. **Staffing:** Exhibits must be open and staffed AT ALL TIMES during the Home & Garden Expo hours. Exhibitors are responsible for keeping their area clean and neat at all times.
11. Nothing shall be nailed, stapled, or otherwise attached to walls, floors, or other parts of the exhibit buildings or the drapes furnished by FCBIA. If damage should occur, the Exhibitor shall be invoiced for all expenses involved in the repair or replacement of all damaged property.
12. **Security:** Security will be provided by FCBIA during non-show hours. Exhibitors are discouraged from leaving anything of value unattended in their booth(s) at any time. All furnishings provided and installed by the Exhibitor should be marked clearly with the name of the Exhibitor to prevent theft and/or loss. Exhibitors shall ensure their exhibits and display materials. FCBIA shall not be responsible for any damage to or for the loss, theft, or destruction of the Exhibitor's property.

MOVE IN

1. Exhibitors with landscape and other exhibits, which require major construction and heavy equipment that might disrupt the installation of adjoining exhibits, are asked to contact events@frederickbuilders.org to schedule a time. Construction and installation of all other exhibits are allowed during the following hours: Thursday, March 19, 2026, between 2:00 p.m. - 5:00 p.m. and, Friday, March 20, 2026 between 8:00 a.m. - 5:00 p.m.
2. ALL exhibits must be entirely completed, and the exhibit area made clean and tidy by 5:00 p.m., Friday, March 20, 2026. ***No Saturday installation will be permitted!**

MOVE-OUT

1. Exhibitors shall NOT be permitted to dismantle their display before the official closing of the Home & Garden Expo at 4:00 p.m. on Sunday, March 22, 2026. Early dismantling of displays disrupts those around you and hurts the integrity of the Home & Garden Expo. Those leaving early may not be eligible to exhibit in subsequent shows at the sole discretion of FCBIA.
2. All exhibitor displays and materials, including landscape products such as soil, mulch, and gravel, MUST be completely removed as follows: Building 12 by 8:00 a.m. on Monday, March 22, 2026; All other buildings by 12:00 p.m. on Monday, March 23, 2026. Exhibitors will be responsible to surrender his/her booth space(s) in the same condition as found when first occupied.

PARKING

1. No parking is permitted in posted or marked fire lanes. Exhibitors may temporarily park to unload during move-in, but no vehicle shall remain in the area after it has been unloaded. On Home & Garden Expo Days: Positively NO parking will be permitted on Home & Garden Expo days in the exhibit area in front of Buildings 13, 14 and, 14A or adjacent to any exhibits in this general area only; handicapped parking spaces will be reserved strictly for handicapped drivers only; Exhibitors will be encouraged to park on the backside of Buildings 13, 14 and 14A.

LIABILITY

1. Neither FCBIA, the owner of the facility, members of the Home & Garden Expo Committee, nor their respective officers, directors, employees, or any of their agents shall have any liability for any personal injury to the Exhibitor or its officers, guest, agents, or employees or to any other person in attendance at the Home & Garden Expo; or for any damage or loss to any property of the Exhibitor or any of its officers, agents or employees or of any person in attendance at the Home & Garden Expo; whether such injury, damage or loss occurs before, during, or after the Home & Garden Expo, unless such injury, damage or loss is the direct result of the gross negligence or willful act of one or more of such parties. It is the Exhibitor's responsibility to take all necessary precautions to secure their exhibit and display items.
2. The Exhibitor, on initialing this Contract, expressly releases such parties from and agrees to indemnify them against any claims for such injury, damage or, loss and hereby waives the same.
3. Initialing this agreement gives FCBIA permission to publish your company name as a Home & Garden Expo participant.
4. If your assigned exhibit space becomes unavailable due to Fairground construction, weather, or other unforeseen circumstances, and it impacts your reservation, FCBIA agrees to renegotiate your booth location, if possible, or refund payments made in full. FCBIA will not be held liable for loss or damage due to weather.

Signature: _____ Date: _____