

"The BEST Service from BEST Expo !!"

www.bestexpoinc.com

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2017 Home Builders Association of Greater Southwest Illinois Home Show  
Belle-Claire County Fairgrounds – Belleville, IL  
March 3-5, 2017

Dear Exhibitor:

Congratulations on your decision to exhibit at the HBASWIL Home Show. Best Expo, Inc. is pleased to have been named the official show decorator of your event!

Each standard booth space is 10' x 10'. The back wall will be 8' tall and the side dividers will be 3' tall. Each booth will contain a one line ID sign. Show colors are Black and Champagne. The floor surface in the facility is concrete and the main and back aisles will be carpeted in Black. Rental Booth Carpet and pad is available.

A service kit is available that contains the forms necessary for ordering extra equipment; tables, chairs, carpet, bag racks, and services, (for example, rental of a 4 ft table(4'x2'), covered with white plastic, and skirted in your choice of colors, is \$44). If you would like a service kit emailed to you, please email Melanie at [mjacobs@bestexpoinc.com](mailto:mjacobs@bestexpoinc.com) or call (217) 899-1321.

You may go to [www.bestexpoinc.com](http://www.bestexpoinc.com) and click anywhere on the words 'SHOW INFO AND FORMS' to access the web page containing the service kit. You will need a Password to access the web page containing show information and the link to the service kit file.  
Your PASSWORD is: construct

***Check your HBA exhibitor documents for Electrical Information. Telephone and Water arrangements must be made with Belle-Clair (618) 235-0666.***

***Material Handling information is available by request. Please contact Melanie.***

To qualify for the discount price, your order must be PREPAID by check or credit card authorization. Please fill out the Payment Authorization Form with all orders. Print and fill out the forms needed and return them early, to ensure that the additional services and/or equipment that you require will be waiting in your booth when you arrive to set up.

THE CUTOFF DATE TO RECEIVE THE DISCOUNT RATE IS February 16, 2016. **All orders received after that will be charged full price.** Please FAX Best Expo, Inc. forms to (855)315-6061. Call or email to confirm the receipt of your fax. You may EMAIL forms to [mjacobs@bestexpoinc.com](mailto:mjacobs@bestexpoinc.com).

Show Site rentals will be available. BEST EXPO will maintain a service desk during the move-in to assist you with any last minute needs that you may have. If you have any questions, please call us at (217) 899-1321.

Thank you and have a GREAT SHOW!