

VENDOR INFORMATION
Madison Remodeling Store
April 9, 10 & 11, 2021
Monona Terrace Convention Center

LOCATION

Monona Terrace Convention Center
One John Nolen Drive
Madison, WI 53703

SHOW HOURS

Friday 12 PM – 7 PM*
Saturday 10 AM – 7 PM
Sunday 10 AM – 5 PM

MOVE-IN

Wednesday, April 7 12 PM – 6 PM
Thursday, April 8 10 AM – 6 PM
Friday, April 9* 9 AM – 2 PM

*PLEASE NOTE: Store hours on Friday, April 9 from 12pm - 2pm are reserved only for guests 65+ years of age or with increased vulnerability to the risks associated with the COVID-19 virus. All other store hours will be open to the general public.

Ballroom (M), Hall of Ideas (H) & Grand Terrace (G) Booths:

Booths ending in "M" "H" or "G" are on the upper level and accessed via loading dock freight elevator (press 4/4R) or use the Upper Level Drop off in the Monona Terrace parking ramp. All booths are on carpet, have a ceiling height restriction of 16ft, and move-in is hand carried/carted only.

Exhibit Hall Booths:

Exhibit Hall booths can use the loading docks, or the one-way drive-through to unload their items, then park in a nearby ramp and continue setting up. Driving to your booth on the exhibit hall floor is not permitted.

***BOOTHS #1F - #23F MUST MOVE IN FRIDAY MORNING BETWEEN 9AM AND 2PM.**

*Friday move-in is hand carried/carted only, one way drive-through is not available.

Vendor identification badges will be available for pick-up during move-in.

MOVE-OUT

Sunday, April 11* 5 PM – 8 PM
Monday, April 12 8 AM – 2 PM

***BOOTHS #1F - #23F MUST MOVE OUT SUNDAY NIGHT BETWEEN 5PM AND 8PM.**

Please complete move-out by 2:00 PM on Monday. Otherwise, your exhibit will be moved out by the decorator and stored at your expense.

Food Sampling: Due to current regulations in Dane County, food and beverage sampling is not permitted.

Please note that valuable electronic equipment should be moved out Sunday night or stored in the show office overnight.

QUESTIONS

If you need to contact the show decorator to place orders for booth carpeting, booth furnishings or forklift service, please email events@valleyexpodisplays.com or call **Valley Expo at 815-873-1500.**

If you need to talk to a manager at any time during the move-in, call **L&L Exhibition at 612-213-9200.**

Onsite Manager: Emily Roberts 612-723-6399.

In the interest of public health and safety, and in accordance with both state & venue guidelines, the Monona Terrace Convention Center has updated the layout to aid in social distancing. At this time, it will be mandatory for all exhibitors and attendees to wear a face mask or protective covering, and we ask that everyone observes social distancing in all public spaces.