

IHACI'S 40th Annual HVAC/R/SM -

Performance Contracting Product and Equipment Trade Show

Celebrating HVAC
SUPERHEROES

**WEDNESDAY,
November 20, 2019
11:00 a.m. - 7:00 p.m.**

Pasadena Convention Center
300 E. Green St., Pasadena, CA 91101



Produced by: Institute of Heating and Air Conditioning Industries, Inc.
454 W. Broadway | Glendale, CA 91204 | (818) 551-1555 | www.IHACI.org



**WEDNESDAY
NOVEMBER 20,
2019**
**Pasadena
Convention Center**
300 E. Green Street
Pasadena, CA 91101

Exhibition Building
SHOW HOURS
11 a.m. - 7 p.m.

INSTITUTE OF HEATING & AIR CONDITIONING INDUSTRIES, INC.

40TH Annual HVAC/R/SM – Performance Contracting Product & Equipment Trade Show

*For the Air Conditioning, Heating, Refrigeration,
Sheet Metal, Ventilating, and Performance Contracting Industries*

SUPERHEROES

EXHIBITION INFORMATION:

MOVE-IN	Tuesday, November 19, 2019 No Move-In on Show Date	Heavy Equipment 10:30 a.m. to 12:30 p.m. All Others 12:30 p.m. to 5:00 p.m.
SHOW HOURS	Wednesday, November 20, 2019	11:00 a.m. to 7:00 p.m.
MOVE-OUT	Wednesday November 20, 2019 Thursday November 21, 2019 Due to security regulations, no move-out prior to conclusion of show—Wednesday, November 20, 7:00 p.m.	7:00 p.m. to 10:00 p.m. HIGHLY RECOMMENDED 7:00 a.m. to 10:00 a.m. MANDATORY (PENALTIES APPLY)
ELECTRICAL SERVICE:	500 Watts (115 volts) provided complimentary to all exhibitors. If additional electrical service is required, it is recommended arranging this no later than Wednesday, October 23, 2019, with the electrical contractor. Additional services will be charged and billed directly to exhibitor by electrical contractor.	
MATERIAL HANDLING:	Items received and/or delivered at loading dock require handling by drayage contractor. Forklift or four wheel truck must be moved by drayage contractor. These show services will be billed directly to exhibitor at \$57.00 per 100 lb. (200 lb. minimum).	
BOOTH SPACE:	Majority of booths are 10' X 10' and have 3' sidewalls finished with drapes and an identification sign. Back drape is 8' high. Booth decorations, chairs, tables and carpeting are available through the show decorator along with shipping and drayage services. All additional services will be billed directly to the exhibitor by the show decorator (see contract).	
THEME:	Superheroes	
SHOW COLORS:	Red and Blue	
EXHIBIT SPACE RATES:	Pasadena Convention Center 10' X 10' booth 10' X 20' end booth #’s 113, 117, 129, 213, 217, 229, 313, 317, 329, 413, 417, 429, 513, 517, 529, 613, 617, 629, 713, 717, 729 10' X 20' front booth (available to IHACI members only) #’s 101, 201, 301, 401, 501, 601, 701	IHACI Members \$1,525.00 \$3,355.00 \$3,745.00 Non-Members \$2,385.00 \$3,992.00

Exhibit Fee Includes: Exhibit Space • Draping • Signage • 500W Electrical Outlet

No refunds or cancellations after Friday, August 23, 2019 • No space reserved without signed contract and full payment (check, Visa or MasterCard)
For show information, call (818) 551-1555 • Fax: (818) 551-1115 • Website: www.ihaci.org • E-mail: ihaci@ihaci.org

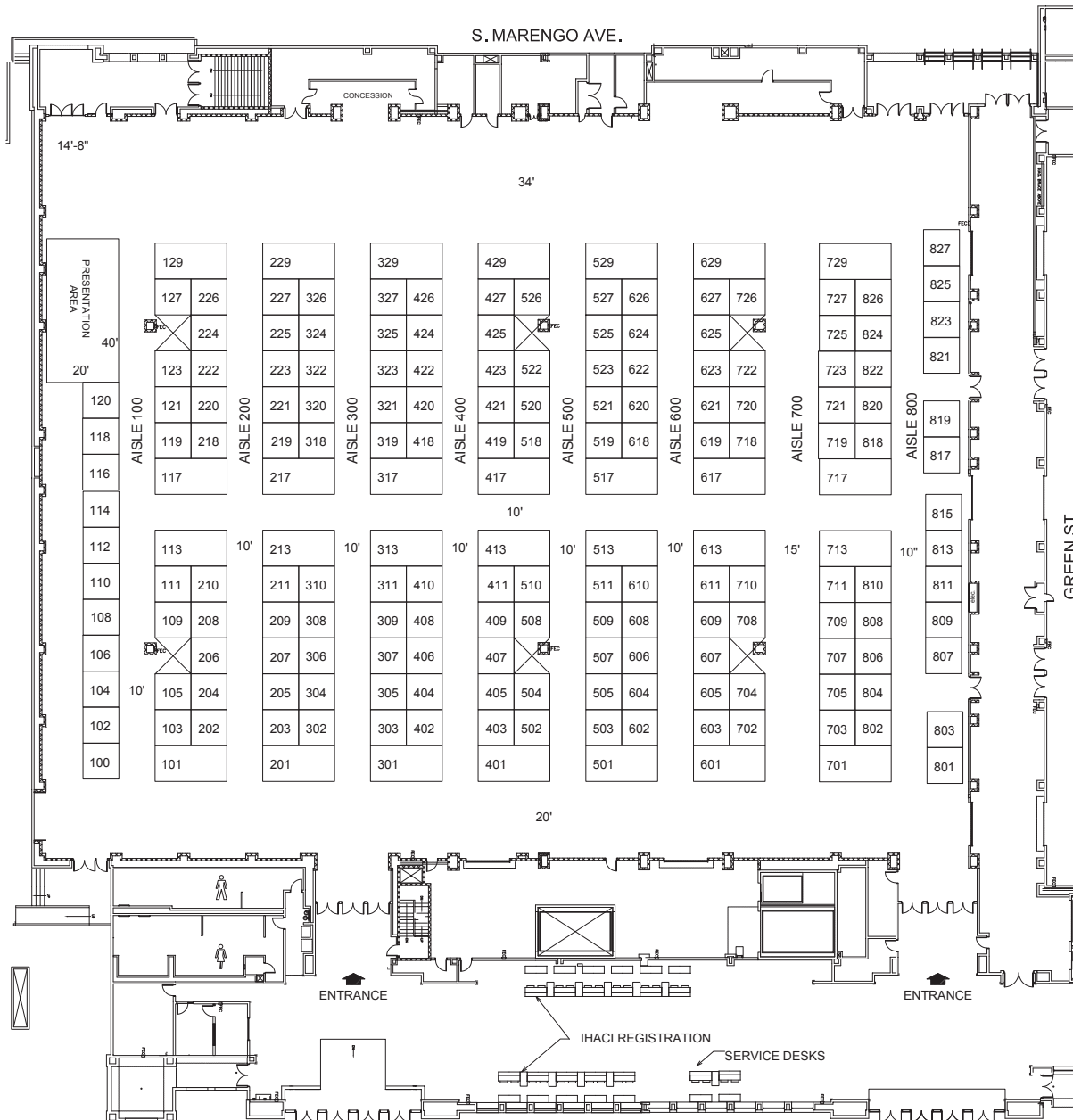


INSTITUTE OF HEATING & AIR CONDITIONING INDUSTRIES, INC.

40TH Annual HVAC/R/SM – Performance Contracting Product & Equipment Trade Show

Wednesday, November 20, 2019

11:00 a.m. - 7:00 p.m.



Driving Directions to **Pasadena Convention Center** 300 E. Green Street • Pasadena, CA 91101

From the 210 westbound

Take the 210 freeway west to the Fair Oaks/Marengo exit. Turn left on Marengo and proceed 4 blocks to Green Street. Turn left onto Green Street. **From the 210 southbound**

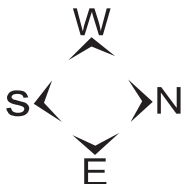
Take the 210 freeway south to the Colorado Blvd exit on to St John Ave. Continue south on St John past Colorado Blvd and turn left onto Green Street. Travel five blocks east on Green Street.

From the 134 eastbound

Take the 134 east to the 210 east and exit at Fair Oaks/Marengo. Turn right on Marengo and proceed 4 blocks to Green Street. Turn left onto Green Street.

From the 110 northbound

Take the 110 freeway north to the end of the freeway. Proceed north on Arroyo Parkway. Turn right onto Green Street.





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300 E. Green St.
Pasadena, CA
91101

SHOW HOURS

11 a.m. - 7 p.m.

CONTRACT

MAKE CHECK PAYABLE TO:

IHACI
454 W. Broadway
Glendale, CA 91204
(818) 551-1555 • Fax: (818) 551-1115
Website: www.ihaci.org • E-mail: ihaci@ihaci.org

Booth assignments, general conditions, and additional information regarding booth decoration and drayage will be available to all exhibitors **upon receipt of signed contract and check, Visa or MasterCard information.**

FIRM INFORMATION: (Please print)

Company _____

Contact _____

Title _____

Address _____

City _____ State _____ Zip _____

Telephone (____) _____

Fax (____) _____

Email _____

SPECIFIC COMPANY NAME FOR BOOTH I.D.

(Please print)

Name 1/ _____

badges 2/ _____

requested 3/ _____

for: 4/ _____

Additional exhibitor badges may be requested via email (ihaci@ihaci.org) but, must be received by Friday, September 27, 2019.

BOOTH PREFERENCE

Total # of Booth(s) Desired _____

Please indicate at least four booth numbers:

1/ _____ 2/ _____

3/ _____ 4/ _____

Same booth(s) as last year ☐ Yes ☐ No

Show management reserves the right to assign booths based on availability

NOTE:

- Move-in: Tuesday, Nov. 19, 2019 **Only**
- Heavy Equipment: 10:30 a.m. to 12:30 p.m.
- All Others: 12:30 p.m. to 5:00 p.m.
- **Move-out: Wednesday, Nov. 20, 2019 — HIGHLY RECOMMENDED**
- **No breakdown before 7 p.m. Move-out 7-10 p.m.**
- Thursday, Nov. 21, 2019 from 7:00 a.m.-10:00 a.m. — **MANDATORY (PENALTIES APPLY)**

ELECTRICAL SERVICES

500-watt electrical outlet provided complimentary.

PAYMENT

Enclosed please find my check payable to: IHACI
Please charge my Visa or MasterCard – NO AMEX

Exp. _____ Security Code _____

\$ _____ to cover _____ booth(s) as follows:

	IHACI Members	Non-Members
10' X 10' booth	\$1,525.00	\$2,385.00
10' X 20' end booth	\$3,355.00	\$3,992.00
#'s 113, 117, 129, 213, 217, 229, 313, 317, 329, 413, 417, 429, 513, 517, 529, 613, 617, 629, 713, 717, 729		
10' X 20' front booth	\$3,745.00	
(available to IHACI members only) #'s 101, 201, 301, 401, 501, 601, 701		

DEADLINE FOR BOOTH SPACE RESERVATIONS

Friday, August 23, 2019—Extended, pending availability

OFFICIAL SHOW DECORATOR

(Exhibitor Kit **Online Only—ihaci.sundecorating.com**)
Sunrise Decorating Co. (SDC) Joseph Sheppard
P.O. Box 4195 PH (818) 352-8282
Sunland, CA 91041 FAX (818) 450-0326

OFFICIAL SHOW ELECTRICAL CONTRACTOR

EDLEN Customer Service
715 Hundley Way PH (714) 985-1480
Placentia, CA 92870 FAX (714) 985-1481

TRADE SHOW MANAGEMENT

IHACI
454 W. Broadway PH (818) 551-1555
Glendale, CA 91204 FAX (818) 551-1115
Website: www.ihaci.org E-mail: ihaci@ihaci.org

CANCELLATION POLICY:

No Refunds or Cancellations after Friday, August 23, 2019

Signed

Dated

- ☐ Have you filled out the entire contract?
☐ Is your payment enclosed?

For Office Use Only

Date Received _____ Booth # _____

Date Paid _____

Check #, Visa or MasterCard _____ Amount \$ _____

c.c. SDC ☐ Editorial Copy ☐

Comments _____

Last Year Booth#: _____

RULES & REGULATIONS

These rules and regulations become a part of the contract between the exhibitor and the Institute of Heating and Air Conditioning Industries, Inc. (IHACI). All items in the rules are subject to the decision of the Institute and its official representatives.

PAYMENT FOR EXHIBIT SPACE

The rate for each 10' x 10' booth space is \$1,525.00 (\$2,385.00 for non-members). Applications for space must be accompanied by the full cost of the space reserved (check, Visa or MasterCard). Checks should be made payable to IHACI. No refunds or cancellations after Friday, August 23, 2019.

EXHIBITION HALL INFORMATION & HOURS

Hours and times are noted in the brochure. All booths must be assembled and ready for display by **Tuesday, Nov. 19, 2019, 5:30 p.m. (move-in)**. **All booths must be disassembled and removed by Thursday, Nov. 21, 2019, 10:00 a.m.** Additional fees will apply if booths are not removed by 10:00 a.m. If at all possible, it is strongly recommended that exhibitors move out **Wednesday, Nov. 20, 2019 (7:00 p.m. - 10:00 p.m.)**.

SECURITY

IHACI will arrange security for the exhibit area during the entire show. While every precaution will be taken, **IHACI does not assume any responsibility for damaged, missing, or stolen property.**

GENERAL INSTRUCTIONS & RESTRICTIONS

Exhibits shall be installed so they will not project beyond the space allocated. Booth equipment, signs and displays (signs and decorations) shall not exceed 10' in height, nor extend out farther than one-half the distance from the back wall of the exhibit booth to the front of the booth to permit a clear view from booth to booth.

Exhibitors must, at their own expense, maintain and keep in order the exhibit space contracted for. Audio and video equipment and other apparatus must not operate at a sound level that will interfere with other exhibits.

No part of any exhibit or any signs relating thereto shall be posted, nailed, or otherwise attached to walls, doors, or posts in any way to deface exhibit hall property. Damages arising by failure to observe these rules shall be paid by the exhibitor.

All decorations must be of non-flammable or flameproof materials. No combustible decorations, such as crepe paper, tissue paper, cardboard, or corrugated paper shall be used at any time. All packing containers, excelsior, and wrapping paper are to be removed from the exhibit floor and must not be stored under tables or behind displays. Volatile, explosive, or other flammable matter or any substances prohibited by law, or the insurance carriers, are not permitted on the premises. Exhibits must comply with the regulations of the Pasadena Convention Center. No open flame without fire department approval.

FOOD

All food arrangements such as popcorn machines, etc., must be made through the Pasadena Convention Center.

ELECTRICAL

All electrical service will be provided by the show's electrical contractor. Exhibitors will each receive one complimentary 500-watt outlet (115 volts). Additional electrical service must be ordered by the exhibitor on order forms provided in the exhibitor's service kit. The cost of any electrical fixtures or service are to be borne by the exhibitor.

LIABILITY

Exhibitor assumes entire responsibility and hereby agrees to protect, indemnify, defend, and save the Pasadena Convention Center and IHACI and its employees harmless against all claims, losses, and damages to persons or property, governmental charges or fines, and attorney's fees arising out of or caused by the exhibitor's installation, removal, maintenance, occupancy, or use of the exhibition premises or a part thereof, excluding any such liability caused by the sole negligence of the Pasadena Convention Center, its employees, and agents.

In addition, exhibitor acknowledges that IHACI and the Pasadena Convention Center do not maintain insurance covering exhibitor's property and that it is the sole responsibility of exhibitor to obtain liability insurance covering such losses by exhibitor.

CONTRACT FOR SPACE

Formal notice of booth assignment by IHACI will constitute the complete agreement for the right to use the allocated space. The association reserves the right, in the best interest of the trade show, to relocate exhibits in an area other than that selected by the exhibitor.

No exhibitor shall assign, sublet, or share allocated space. If a standard booth is occupied by more than one exhibitor, an additional charge of \$1,525.00 per 10' x 10' booth (\$2,385.00 non-members) will be made.

CODE OF ETHICS

Exhibitors are expected to comply with the rules and regulations set forth. Exhibitors shall not utilize the trade show for the purpose of soliciting prospective employees.

SUMMARY

Failure to comply with the Rules and Regulations of the IHACI Trade Show, as outlined in this document, forfeits all right to assigned spaces, which then may be reassigned to others with no obligation for refund. In no case will an exhibitor be allowed to install his exhibit until rental fees have been paid in full. No refund will be made for space that is not used during part of the exhibit. Should space remain unoccupied at the opening of the exhibit, IHACI may rent or use it, without obligation for a refund, unless prior arrangements have been made with IHACI.



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SPONSORED BY: INSTITUTE OF HEATING & AIR CONDITIONING INDUSTRIES, INC.

WHY **INDOOR COMFORT NEWS?**

-  ICN's Trade Show issue is the most widely read and circulated issue of the year!
-  More than 28,000 contractors, distributors, manufacturers and associates receive ICN; let them know your company's products will be featured at this year's IHACI Trade Show in Pasadena.
-  Advertising in this heavily circulated issue of ICN maximizes your Trade Show presence and ensures that your products and services will be continually referred to.

COMPLIMENTARY LISTING IN **INDOOR COMFORT NEWS**

As an added bonus, Trade Show exhibitors will now be featured in the October (pre-show edition) and November (Trade Show directory) issues of Indoor Comfort News.

Complimentary editorial copy is limited to 50 words per 10'x10' booth and should include a brief description of your products and services on display, as well as corporate contact information. Please e-mail your information to ihaci@ihaci.org.

The closing dates for submissions are as follows:

Friday, August 30, 2019 – October issue

Thursday, September 19, 2019 – November issue

SPECIAL ADVERTISING RATE DISCOUNTS FOR TRADE SHOW EXHIBITORS

Bank your ads around the most important HVAC/R/SM event in Southern California, the 40TH Annual IHACI Product and Equipment Trade Show. Exhibitors can add to their visibility by advertising in ICN at special Trade Show rates. Attendees at the show will be looking for solutions to problems. They'll want to narrow their list of suppliers, meet with industry experts, and see what's new. Increase traffic to your booth by letting them know in advance about your products, services, and Trade Show promotions. Space reservations for advertising in the November ICN Trade Show issue closes on **Thursday, September 19, 2019**, and materials are due by **Thursday, September 26, 2019**.

IHACI TRADE SHOW PROMOTION

Full-page, four-color advertisements, with a three-time commitment, for \$3,500 net per insertion. *No agency discount.*

These ads will appear before, during and after the IHACI Trade Show (October, November and December issues).

Indoor Comfort News reaches more than 28,000 of the key decision makers in the Western states, including most C-20 and C-38 contractors in California. The November issue, which serves as a guide to the show, has increased circulation.

Take advantage of everything *Indoor Comfort News* has to offer. For more information or to place your ad, please contact our advertising department at (818) 551-1555, fax (818) 551-1115, or email advertising@ihaci.org.