



January 2025

Dear Exhibitor:

The Ashtabula CHAMBERS of Commerce are excited to announce the **2025 Ashtabula County Home and Family Show**.

Set-Up: Friday, April 25, 4 to 8 p.m.
Show Dates: Saturday, April 26, 10 a.m. to 8 p.m.
Sunday, April 27, 10 a.m. to 4 p.m.
Tear Down: Sunday, April 27, 4 to 6 p.m.
Location: Ashtabula Towne Square, Route 20, (3315 N. Ridge Rd E. Ashtabula)

Benefits for participating organizations include:

- Showcase your business to Ashtabula County and beyond.
- The option to sell and/or raffle your goods and services.
- A chance to win Ashtabula Towne Square certificates.
- A chance to win an advertising print package with the Gazette Newspapers, valued at \$500.

Application for Exhibitor's Space: Completed forms must be returned with payment by **April 11, 2025**. All exhibitors agree to observe the Rules and Regulations of the event and the location site.

We look forward to working with your business in 2025!

Sincerely,

Lara Reibold
Show Coordinator
440-855-0869
AshCoChambers@gmail.com
P.O. Box 503, Andover, OH 44003

Connect with the Ashtabula CHAMBERS of Commerce
Facebook.com/AshtabulaCountyChambers

Ashtabula CHAMBERS of Commerce HOME AND FAMILY SHOW 2025 EXHIBIT SPACE APPLICATION

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Available Spaces	Quantity of Space Choice(s)	Chamber(s) Members	Non-Chamber Members	Total(s)
BUSINESS Single Indoor Space 10' x 10		\$275	\$375	
BUSINESS Single Outdoor Space 30' x 30		\$275	\$375	
Non-profit, Home-based Businesses, Crafter		\$50	\$100	
Add: Electric to Indoor Space (Not Available in Outdoor Spaces)		\$30	\$30	
NO TABLES, CHAIRS, DRAPES, OR CURTAINS WILL BE PROVIDED. HEIGHT REQUIREMENT OF DISPLAY IS MAXIMUM OF 7 FEET. NO TENTS OR "EASY-UPS" OR STRUCTURES WITH ROOFS OR TOPS WILL BE PERMITTED ON INDOOR DISPLAYS.				TOTAL \$

Please Print

COMPANY NAME _____
 CONTACT NAME _____ TITLE _____
 ADDRESS _____
 CITY _____ ST _____ ZIP _____
 PHONE _____
 EMAIL _____

WHAT WILL YOU BE DISPLAYING? _____

WILL YOU BE SELLING PRODUCTS? If so, please list: _____

I HOLD A CHAMBER MEMBERSHIP: YES – NO – *IF YES, PLEASE LIST WHICH CHAMBER(S)* _____

SIGNATURE _____ DATE _____

Mail Application and Check Payable to:
 Ashtabula County Home & Family Show
 P.O. Box 503, Andover, OH 44003
 Or: AshCoChambers@gmail.com

To Pay by VISA or MasterCard*:
 Please call Lara Reibold at 440-855-0869
 *Processing fees apply

Full payment required by DATE. ANY CANCELLATION NOT RECEIVED IN WRITING PRIOR TO DATE WILL FORFEIT REFUNDS.

By submitting the application, you agree to abide by ALL rules and regulations governing the Show as defined. However, the Show Committee and Mall Management reserve the right to examine the products or services exhibited to ensure consistency with the Show's guidelines, plans and procedures.

Questions: Call Lara Reibold at 440-855-0869 or Email AshCoChambers@gmail.com

HOME SHOW USE ONLY

DATE RECEIVED	
TOTAL PAID	
EXHIBITOR TYPE	BUSINESS NON-PROFIT HOME-BASED CRAFTER
CHAMBER MEMBER CONFIRMED	YES- NO- LOCATION(S)

Ashtabula CHAMBERS of Commerce HOME AND FAMILY SHOW 2025 EVENT DETAILS

Location:

Ashtabula Towne Square, Route 20, (3315 N. Ridge Rd E. Ashtabula)

Show Hours:

- Saturday: 10:00 a.m. – 8:00 p.m.
- Sunday: 10:00 a.m. – 4:00 p.m.

Setup:

- Date: Friday, April 25, 2025
- Time: 4:00 p.m. – 8:00 p.m.
- Entrance: **Use the back entrance by the Cinema.**
- Note: Do not block the mall entrance. Security will escort everyone out at 8:00 p.m.

Tear Down:

- Date: Sunday, April 27, 2025
- Time: Immediately after the show, from 4:00 p.m. – 6:00 p.m.
- Note: Security will escort everyone out at 6:00 p.m.

Exhibit Space:

- Maximum Height: 7 ft.
- Display Rules: Displays must not obstruct the view of permanent kiosks.
- No Tents/Structures: No tents or structures with roofs (e.g., Easy-Ups) allowed inside.

Electrical and Lighting:

- Electricity: Available inside (limited) for an additional \$30.
- Requirements: Bring your own extension cord/power strip.
- Cord Safety: Cover exposed power cords with electrical cord covers.
- Tape: Only blue painter's tape allowed on mall floors.

Merchandise and Advertising

- Direct Selling: Merchants may be declined at the discretion of the Ashtabula Towne Square Manager or Ashtabula Chambers of Commerce.
- Lighting: The mall will not provide additional lighting. If you need extra lights, please inform the coordinators about the type you plan to use.
- Clean-Up: Leave your space as you found it. Failure to do so may result in a clean-up fee and impact future invitations.
- Advertising: The Ashtabula County Chambers of Commerce will advertise the show but not individual exhibitors. Contact the coordinators for media contacts if you wish to advertise your exhibit at your own cost.
- Booth Space:
 - **Size:** 10'x10' inside and 30'x30' outside.
 - **Reservation:** Booths are reserved upon payment receipt.
 - **Compliance:** All exhibitors must stay within their assigned space.

Insurance

- **Recommendation:** Exhibitors should carry a liability insurance limit of \$1 million.
- **Certificate of Insurance:** Must include the Ashtabula County Chambers of Commerce as an additional insured for the event on April 26-27, 2025.
- **Address for Insurance:**
Ashtabula County Chambers of Commerce P.O. Box 503, Andover, OH 44003