

# EAA AIRVENTURE OSHKOSH EXHIBITOR APPLICATION CONTRACT

## OPERATIONAL RULES & REGULATIONS

### Show Schedule

- A. EXHIBIT SETUP** – Exhibitors may begin installation of their exhibits THURSDAY, JULY 16, 2020 at 8:00 AM and must be fully completed and ready for display by 9:00 A.M., Monday, July 20, 2020. Exhibitors must be registered by 12:00 Noon the day preceding the convention. (If there is a conflict with your travel plans, please notify the Exhibit Office)
- All Exhibitors will check in for credentials at the Exhibit Check In Point, located at the corner of Waukau Ave. and Foundation Road. Admission wristbands are provided free of charge, based on the number and type of booths assigned, for your convention staff. Additional weekly and daily admission wristbands may be purchased at the EAA member rate. All Exhibitors and staff must wear a wristband at all times while on EAA grounds.
  - Aircraft Arrivals – EAA volunteers will start placing aircraft on Thursday, July 16, 2020. We ask that all aircraft arrive no later than Sunday, July 19, 2020 for placement in your site. We will place aircraft from 8:00 am – 5:00 pm Thursday, July 16 - Sunday, July 19, 2020. Any aircraft arriving later than 5:00 pm, Thursday, July 16 – Sunday, July 19, will temporarily be placed over night and placed in your display the following morning. If your aircraft arrives after 5:00 pm on Sunday, July 19, you run the risk of EAA's not being able to accommodate your aircraft in your display space for the show. Please keep in mind that Sunday, July 19 is one of our busiest days for Exhibitor Check-in and aircraft arrivals, so please feel free to arrive on or before Saturday, July 18 to avoid the heavy traffic. All special arrival requests must be made to the Exhibit office and receive prior written approval from EAA.
- B. EXHIBIT HOURS OF OPERATION**  
MONDAY, JULY 20 – SATURDAY, JULY 25 FROM 9:00 AM TO 5:00 PM SUNDAY, JULY 26 FROM 9:00 AM to 4:00 PM, ULTRALIGHT CLOSE AT 3:00 PM  
Exhibitor agrees to maintain and operate its complete display, booth, exhibit, etc. during all hours of operation for the entire duration of EAA AirVenture Oshkosh. Exhibitor must ensure its exhibit is open between these hours to actively promote its products/service, **and to maintain a positive and consistent AirVenture experience for all guests. Note that Space Allocation Priority will not be available to any Exhibitor who fails to comply. See Section 31 of these Rules and Regulations.** Outdoor exhibits may be open prior to 9:00 A.M. (8:00 A.M. earliest) and remain open after 5:00 P.M. (7:00 P.M. latest) Exhibitor is required to staff its exhibit as stated above.
- C. BOOTH TEAR DOWN** – Sunday, July 26, 2020 at 4:00 P.M. is the official closing of the exhibit areas. Ultralight Area will close at 3:00 p.m. Below is a time line set by EAA for dismantling your exhibit booth/space.
- Sunday, July 26, 2020
    - 3:00 P.M.– 5:00 P.M. EAA will pull aircraft from the aircraft display areas. This does not mean that Exhibitors may close the rest of their display down. Exhibit booth/tents must remain open until 4:00 PM, 3:00 PM in Ultralight area.
    - 3:00 P.M. Tear down may begin in Ultralight display area ONLY
    - 4:00 P.M. Exhibits close (Indoor, Main & Homebuilt Aircraft Display and Fly Market)
    - 4:00 P.M.– 5:00 P.M. Aircraft departure, and Exhibitor's may manually tear down booth/space
    - 4:00 P.M.– 6:00 P.M. GES will be delivering fiber cases and cardboard boxes. If you are unsure if your case qualifies to be delivered please contact GES for clarification.
    - 5:00 pm - Exhibitors may pull vehicles (no-Semi's) up to their building/space
    - GES fork lift services will not be available until Monday, July 27, 2020, at 8:00 A.M.
    - GES will deliver all empty crates overnight; they will be delivered to all Exhibitors by 8:00 A.M. Monday, July 27.
    - Empty crates will not be available to the Exhibitor or delivered before this time.
  - Monday, July 27, 2020
    - 8:00 A.M. – GES will start loading outbound shipments.
    - 8:00 A.M. – 6:00 pm Exhibitor tear down with GES services.
  - Tuesday, July 28, 2020– 8:00 A.M. – 5:00 P.M. Exhibitor tear down
  - Wednesday, July 29, 2020– 8:00 A.M. – 5:00 P.M. Exhibitor tear down