

2008 Southeast Building Conference (SEBC)
General Show Information for Exhibitors
ORANGE COUNTY CONVENTION CENTER
ORLANDO, FLORIDA (WEST BUILDING)
JULY 31, AUGUST 1 & 2, 2008

Thursday, July 31st Exhibit Hall Opens Noon – 5:00 pm

Friday, August 1st Exhibit Hall Opens 9:00 am – 5:00 pm

Saturday, August 2nd Exhibit Hall Opens 10:00 am – 3:00 pm

SEBC SHOW COLORS

Booths that are not located in one of our special sections (Hurricane Alley, Landscape, GreenTrends or Ezone) will have a Red, White and Yellow back wall drapery and red side dividers. The aisle carpet is red, however all exhibits are required to have carpet and/or alternative floor covering in their booth/s which can be rented through Brede Allied; exhibitors may also bring their own. If your booth is located in **Hurricane Alley** you will have Yellow and White drapery with yellow carpet; **Landscape** will be Royal Blue and white drapery with blue carpet; **GreenTrends** will be green and white drapery with green carpet and **EZONE** will be red and white with red carpet,

The theme for the 2008 SEBC is “**Knowledge is Power**”. Tools to promote the 2008 SEBC are available at www.sebcshow.com under marketing tools.

HOTEL ACCOMODATIONS

Conference attendees will stay at The Rosen Centre (Host Hotel), The Peabody and The Rosen Plaza. All hotels are conveniently located, and within walking distance to the Orange County Convention Center.

Hotel	Rate	Cutoff Date	Phone
The Rosen Centre	\$147.00 Single/Double	July 2, 2008	1-800-204-7234
The Peabody	\$195.00 Single/Double	July 1, 2008	1-800-PEABODY
Rosen Plaza	\$114.00 Single/Double	July 8, 2008	1-800-627-8258

(Please note that Cutoffs are based on availability)

FOR A SCHEDULE OF EVENTS GO TO www.sebcshow.com

EXHIBITOR REGISTRATION

SEBC Exhibitors receive a free full delegate registration. Exhibitor badges must be worn to gain access to any seminars you attend; however, there is a fee for Intensive Educational Courses and the Thursday night concert the “Charlie Daniels Band”. If you would like to purchase tickets for the social events or the Intensive Educational seminars, please register under the attendee registration button.

OFFICIAL SERVICE CONTRACTOR – BREDE/ALLIED

Please be aware of **soliciting contractors NOT affiliated with the SEBC** that may contact you regarding cheaper rates for furniture, carpet and other services. These companies go on the SEBC website to obtain your information this is NOT information SEBC gives out. All booth equipment brought in by an unauthorized third party must be unloaded by the Official General Service Contractor (BREDE/ALLIED) and material handling charges will be applied to the Exhibitor’s Account based on CWT. Please note that if using a non-official contractor to set-up and/or dismantle your exhibit, the “REQUEST FOR SET-UP BY NON-OFFICIAL CONTRACTOR” form along with the Certificate of Insurance naming Brede Exposition Services/Allied as an additional insured is required. Otherwise, labor will have to be hired from Brede/Allied by the non-official contractor in order for them to supervise your exhibit. **Please contact Brede’s Exhibitor Services at 407-851-0261 regarding shipping, storage, labor, request for setup by non-official contractor, forklift, material handling, cleaning, custom rental exhibits, plant service, furniture, carpet, caddie service, signs and freight service.**

ORANGE COUNTY CONVENTION CENTER (OCCC)

The following services are provided through the OCCC: **Electric, aerial rigging, lighting, compressed air, water and drain, parking.** Services provided by on-site Service Partners: **Telephone, Levy Restaurants –booth catering, LMG – Audio Visual, FedEx Kinko’s Business Center.**

These services are available for online ordering at www.occc.net or for questions please call 1-800-345-9898 to speak with a personal Exhibitor Services Representative.

COMPUSYSTEMS (CSI) ONLINE ORDERING

This service provides you with all your lead retrieval information.

www.compusystems.com. For assistance (inside the U.S.) call toll-free 866-600-LEAD (5323). For assistance (outside the U.S.) call +1 708 786 5565

MOVE - IN & MOVE -OUT TIMES

During move-in and move-out, no one under the age of 18 including family members or infants will be admitted in the hall. THIS RULE IS STRICTLY ENFORCED!

MOVE-IN:

ISLAND BOOTHS 4 OR MORE ONLY

Tuesday, July 29 – Move-In 7:30 am – 6:00 pm

ALL OTHER EXHIBITORS:

Wednesday, July 30 – Move-In 7:30 am – 6:00 pm

Thursday, July 31 – Move-In 7:30 am – 11:00 am

MOVE-OUT: Exhibits must not be disturbed, dismantled or removed before the show ends at 3:00 pm on Saturday. All exhibits must be dismantled and removed from the convention center by Sunday at 12:00 pm.

SEBC PRESS ROOM

The SEBC Speaker/Pressroom will provide members of broadcast and print media with quick and convenient access to the SEBC trade show and all of the products contained within. All exhibitors are encouraged to place product and service information on one of the tables in the MEDIA ROOM. There is no easier or more cost effective way to bring media attention to your products and/or services.

However, you must be an exhibitor and credentials will be checked at the door.

Please make sure all materials are **hand delivered** to the attention of Edie Ousley or GiGi Bouraad in the SEBC press room. (Room TBA) or contact Edie or GiGi at 1-800-261-9447.

SEBC will not be responsible for materials that are shipped to the OCCC in advance. Please be aware that materials not collected before the close of the show on Saturday, August 2nd will be discarded.