

Show Dates
Saturday, 1/16/27 10 AM-5 PM
& Sunday, 1/17/27 10 AM-4 PM
Virginia Beach Convention Center
1000 19th St.

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2027 Mid-Atlantic Home &
Outdoor Living Show

* Exhibitor & Move-Out Guidelines

Move-out Guidelines

Move-Out can begin at 4:10 PM on Sunday, Jan 17, 2027.

We understand that at the end of a busy show weekend, you are tired and want to go home...so do we! However, the show is open until 4 PM on Sunday, Jan. 17.

The advertising budget for this show is significant, utilizing TV, newspaper, direct mail, and social media. The show hours are prevalent in all of our marketing.

Therefore, we **ASK** that you **DO NOT** start to break down prior to 4 PM. Breaking down early is disruptive to other exhibitors, it is disruptive to the guests, and more importantly, it puts your future participation in jeopardy.

For your planning purposes, here are the Move Out Guidelines. Please alert those working your closing shift on Sunday evening so they know what to expect:

- No tear-down during the final hour of the show, including taking down signage, removing product from display, folding up tables/chairs, rolling up carpeting, removing light fixtures, etc.
- The rear doors and loading dock will be patrolled by an officer. No one will be allowed to enter from the rear of the VBCC to bring in boxes, hand trucks, or rolling carts until **AFTER 4 PM.**
- **VBCC's Security Staff will not allow display items to be brought out through the front lobby.**
- **No items will be allowed through the front lobby.**
- Please obey the instructions of the dock masters. They will help you get out faster and more efficiently, without damage or injury.
- The floor must be left in condition you found it.
- Please remove trash from your booth. There will be a BOXX Systems dumpster on the loading dock. If trash/items are left in your booth you will receive an invoice from CVBIA for cleaning services.
- **Landscape & Hardscape materials** are to be placed in dumpsters. No large pieces of landscape or booth displays are allowed to be put in the dumpsters. They must be broken down. You must remove all materials from the hall, do not place materials in rolling carts and leave them in the hall. Guards will be patrolling the dumpsters and the halls
- **All tape and tape residue on the floor must be removed completely.**
- We appreciate the cooperation and hope you have a very successful, profitable show! Thank you for your business!

By signing, I acknowledge and understand the Exhibitor and Move-Out Guidelines. I am responsible for notifying my employees of any of these guidelines that may affect them while representing my company during move-in, the show, and move-out.

Date: _____

Company: _____

Print Name: _____

Signature: _____

This signature page is to be signed and returned to Teresa Howell via email (thowell@cvbia.com),