

January 4-5, 2025 | Exposition Center at Wisconsin State Fair Park

## **EXHIBITOR WELCOME PACKET & MANUAL**

October 2024

Dear Exhibitor,

On behalf of D3 Productions, LLC, thank you for registering to exhibit in the 57<sup>th</sup> Annual Wonderful World of Weddings, January 4-5, 2025, at the Exposition Center at Wisconsin State Fair Park in West Allis, Wis. This welcome packet is designed to make your experience participating in the 2025 event as successful and efficient as possible.

**Now** is the best time to go through this packet. The packet contains key pieces of information that you will need to get what you want out of participating in the upcoming show. In addition, it will help us gather the information we require of you by the posted deadlines. The following items are included in this packet:

- Important Dates and Deadlines
- Directory of Service Providers
- Booth Construction Requirements
- Daily Schedules and Move-in/-out Information
- Exhibitor Parking and Entry
- WTMJ Advertising Opportunities
- Fashion Show
- Sponsorship Opportunities Promote Your Presence at the Show!
- Sponsor Thank You
- Request for Certificate of Insurance
- DOR s-240 Form
- Show Rules and Regulations

Beat the deadlines and order needed services and décor items early! Remember, Show Management requires 90% of your booth space to have some type of flooring (carpet, tile, etc.). You may bring your own certified flame-proof flooring, or you can order it through Wisconsin Expo, Inc. by visiting the "Exhibit" page of our website and clicking on their service kit link under exhibitor resources.

Promote your participation in the show through our Media Partner, WTMJ's Morning Blend. They are offering all exhibitors the opportunity to participate; however, categories will not be duplicated in a single segment or day. Please see the insert for more details.

Thank you for your participation and support of the show. Please feel free to contact us with any questions. Here's to a successful event in January 2025!