

2019 Home Show Lincoln, RI/Twin River Quick Facts	Deadlines
<p><b>SHOW HOURS:</b></p> <p>Friday, March 8th                      2:00 PM - 8:00 PM  Saturday, March 9th                    10:00 AM - 8:00 PM  Sunday, March 10th                    10:00 AM - 5:00 PM</p>	
<p><b>MOVE-IN:</b></p> <p>Thursday, March 7th                    8:00 AM - 6:00 PM  Friday, March 8th                        8:00 AM - NOON    <i>**Must be set-up by Noon on Friday.</i></p>	
<p><b>MOVE-OUT:</b></p> <p>Sunday, March 10th                    5:00 PM - 10:00 PM                    All items must be removed from exhibit hall <b>by 10:00 PM on Sunday!</b></p>	
<p><b>SHOW MANAGEMENT:</b></p> <p><b>Castle Events</b>  Phone: (508) 823-0389  18 Juniper Hill Drive  Raynham, MA 02767  Fax: (508) 822-1292  <a href="http://www.HomeShowLincoln.com">www.HomeShowLincoln.com</a></p> <p><b>Contacts:</b>  <b>Rich Castiglione</b> - President CEO  E-Mail: <a href="mailto:richcastig_comcast.net">richcastig_comcast.net</a>  <b>Jeanne Castiglione</b> - Vice President  E-Mail: <a href="mailto:jeannecastiglione_comcast.net">jeannecastiglione_comcast.net</a>  <b>John Pulsifer</b> - Sales  E-Mail: <a href="mailto:prinrec_comcast.net">prinrec_comcast.net</a>  <b>Brittany Mastroianni</b> - Operations Manager  E-Mail: <a href="mailto:BrittanyLMastro_gmail.com">BrittanyLMastro_gmail.com</a></p>	
<p><b>Exhibitor Service Contractors:</b></p> <p><b>Capital Convention Contractors:</b>  <i>(Freight Shipments, Labor, Carpet, Furniture, etc.)</i></p> <p>Phone: (877) 335-3700  Fax: (508) 481-1150  E-Mail: <a href="mailto:help_capitalconventions.com">help_capitalconventions.com</a>  <a href="http://www.CapitalConventions.com">www.CapitalConventions.com</a></p> <p><i>Submit Order Forms with Credit Card Authorization Form to Capital Convention via Fax Number (508) 481-1150 by Friday, February 22nd in order to receive Advanced Order discount pricing.</i></p>	<p><b>Advanced Discount Orders to be submitted to Capital Conventions by Friday, February 22nd Deadline!</b></p>
<p><b>Twin River Casino Operations:</b>  <i>(Electrical &amp; Electrical Labor, Wired &amp; Wireless Internet Orders)</i></p> <p>Phone: (401) 475-8294  Fax: (401) 305-5188  E-Mail: <a href="mailto:dwing_twinriver.com">dwing_twinriver.com</a>  100 Twin River Road  Lincoln, RI 02865</p> <p><i>**See p. 18 for Order Form</i></p>	<p><b>Pre-paid Rate Orders to be submitted to Twin River Casino Operations by Friday, February 22nd!</b></p>
<p><b>Exhibitor Registration:</b></p> <p>Each exhibiting company will receive (5) Exhibitor Badges to be reused throughout the duration of the event. Please advise workers to return badges to exhibitor registration when their shift is over so they can be redistributed to your next crew. Exhibitor Badges are transferable between employees. Once these badges are gone, anyone requesting a badge will be treated as an attendee and charged an admission fee (Adults - \$6.00).</p> <p>Please return your completed Exhibitor Badge Order Form (p. 5) by Friday, February 22nd to Jeanne Castiglione at <a href="mailto:jeannecastiglione@comcast.net">jeannecastiglione@comcast.net</a> or by fax to (508) 822-1292.</p>	<p><b>Due to Castle Events by Friday, February 22nd Deadline!</b></p>

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<p><b>Temporary Food Service Permit:</b></p> <p>If you are planning on handing out any food samples, please complete the <i>Rhode Island Department of Health Temporary Food Service Application (p. 11-16)</i> and <i>mail</i> with a <b>\$100.00 check made payable to "General Treasurer, State of Rhode Island"</b>, to <i>Castle Events, 18 Juniper Hill Drive, Raynham, MA 02767</i> <b>by Monday, February 11, 2019</b> to avoid any late fees.</p>	<p style="text-align: center;"><b>Due to Castle Events by Monday, February 11th Deadline!</b></p>
<p><b>Vendor Tax ID Form:</b></p> <p>The Rhode Island Department of Administration, Division of Taxation, requires that each participating company/exhibitor provide their Federal Tax ID # to show management at least (30) days in advance of the show or by Friday, February 8, 2019.</p> <p><b>Please return your completed Vendor Tax ID Form (p. 17) by Friday, February 8, 2019 to Jeanne Castiglione at <a href="mailto:jeannecastiglione@comcast.net">jeannecastiglione@comcast.net</a> or by fax to (508) 822-1292.</b></p>	<p style="text-align: center;"><b>Due to Castle Events by Friday, February 8th Deadline!</b></p>