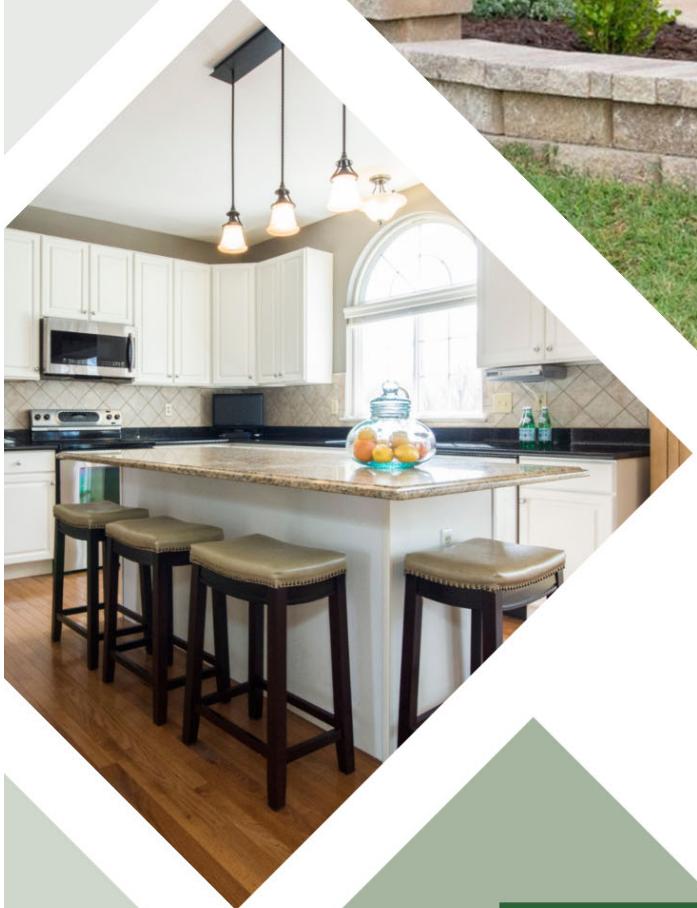


# 2026



## EXHIBITOR GUIDE



**APRIL 10 - 11 - 12**

# 2026 West Virginia Home Show

**Friday, April 10<sup>th</sup>  
12:00 noon – 8:00 pm**

**Saturday, April 11<sup>th</sup>  
10:00 am – 8:00 pm**

**Sunday, April 12<sup>th</sup>  
11:00 am – 5:00 pm**

**Charleston Convention Center  
Grand Hall**

**200 Civic Center Drive  
Charleston, WV 25301**



**Presented by**



**HOME BUILDERS ASSOCIATION  
GREATER CHARLESTON**

**540 Third Avenue  
South Charleston, WV 25303  
304.744.2200  
[wvhomeshow@hbagc.org](mailto:wvhomeshow@hbagc.org)  
Donna Crotty, Executive Officer [dcrotty@hbagc.org](mailto:dcrotty@hbagc.org)**

## *A Message from the Chairman*

We are looking forward to another great show in 2026 as we mark our 56<sup>th</sup> year!

The West Virginia Home Show offers our exhibitors the opportunity to meet thousands of potential customers in one place and in a short period of time.

We anticipate another sellout and strongly suggest that you reserve your spot promptly.

The Home Show office is available Monday thru Thursday for registration, information or questions at 304.744.2200 or [wvhomeshow@hbagc.org](mailto:wvhomeshow@hbagc.org).

See you at the show.

*Stephanie Ramsey  
Chairman  
2026 West Virginia Home Show*

- ◆ Promoted through wide-ranging marketing campaign that includes digital, television, radio and newspaper
- ◆ Daily social media exposure
- ◆ Official program that includes a classified list of exhibitors and booth locations

## Exhibit Options

All spaces are awarded on a first-come basis. A minimum 50% deposit is required with a signed contract before space will be confirmed. **Deposit and payments are non-refundable.**

**Payment in full is required by March 1<sup>st</sup>, 2026.** Checks should be made payable to **HBA of Greater Charleston.** All major credit cards are also accepted forms of payment.

### **2026 Exhibit Pricing \* (refer to floor plan)**

<b>10' X 10' Booths</b>	<b>\$750</b>
<b>20' X 10' Endcaps</b>	<b>\$1600 - \$1700</b>
<b>15' x 10' Booths</b>	<b>\$400 - \$600</b>
<b>30' x 10' Booths</b>	<b>\$1000</b>
<b>20' x 20' Booths</b>	<b>\$1200</b>
<b>Bulk Spaces</b>	<b>\$1800 - \$3000</b>
<b>HBA Members</b>	<b>10% discount</b>

\* 5% discount if paid in full by December 31, 2025.

### **Exhibit Pricing Includes:**

- ◆ **Free Wi-Fi**
- ◆ **4 exhibitor badges**
- ◆ **8 ft back drape**
- ◆ **3 ft side drapes**

At the end of the show, exhibitors will have the opportunity to submit Early Application Forms to request specific booth locations for next year's show.

## Terms and Conditions

The rules and regulations have been established with the single objective of a successful West Virginia Home Show for the exhibitors and the public. In emergencies and wherever the rules may not apply, the WV Home Show Officials reserve the right to make such rules as may appear to be in the best interest of the entire exposition. The exhibitor agrees to abide by such rules.

- ◆ **There is NO Friday set-up.** Exhibits must be completed by 9:00pm, Thursday April 9<sup>th</sup>.
- ◆ Exhibitors will not be allowed into the Grand Hall until **ONE HOUR** before the show opens each day. Exhibitor badges are required to be admitted at all times during the show.
- ◆ Federal, state and local fire laws will be strictly observed. Aisles and fire exits will NOT be blocked by exhibits.
- ◆ Exhibitors may distribute literature or samples from their booths and orders may be taken for displayed merchandise. In doing so, you may not block another exhibitor's display or booth.
- ◆ Exhibitors are not permitted to move merchandise or curtain lines in another exhibitor's space.
- ◆ Subletting of exhibit space is prohibited.
- ◆ If you sell directly from your space, you must register with the **City of Charleston** and the **WV State Tax Division**.
- ◆ Sound effects, loud speakers, attention-getting devices and audio-visual equipment will not be permitted, except in locations where, in the opinion of WV Home Show Officials, such sounds and activity do not interfere with neighboring exhibits.
- ◆ No live animals will be permitted into the show.
- ◆ The serving of food and/or beverages is forbidden without the written consent of the WV Home Show office and the Charleston Convention Center.
- ◆ Oversized merchandise sold during the show will not be permitted to leave the Grand Hall. Please make arrangements for those items to be picked up at the close of show on Sunday, April 12<sup>th</sup>.
- ◆ Restocking your booth MUST take place prior to the show's opening to the public each day.
- ◆ Exhibits may not be disassembled or moved prior to the show's closing at 5:00pm Sunday, April 12th.

WV Home Show Officials have the authority to refuse admittance and/or evict from the Charleston Convention Center any objectionable or undesirable person or persons. This includes removal of any exhibitor, display or literature deemed inappropriate.

## Booth Construction

Displays may not exceed 8 feet in height across the back of the booth. With an exhibitor sign attached, the display must not exceed a total of 10 feet in height. Exhibitor signage may not be printed on the back side because it will show in the booth located behind it. You **MUST** completely cover the exposed back and sides with a finished material if the area is visible from the aisle or another booth. **Variations from the configuration must be approved in advance of set-up by the WV Home Show office.**

Custom-built displays are desirable and more effective because of their marketing appeal. However, if it is not possible to have a custom-built booth, exhibitors may utilize the standard booth equipment furnished by the show. This consists of a backdrop drape 8 feet high and side rail drapes 3 feet high. Please direct any questions about the design or configuration of your exhibit to 304.744.2200.

- ◆ Bring your ladder, hammer, nails, extension cords, broom and vacuum cleaner. The Charleston Convention Center will not have these items available for use.
- ◆ Loose hanging booth décor must be fire retardant.
- ◆ No propane tanks are permitted in the Charleston Convention Center. Non-refillable tanks are the only source permitted.
- ◆ Vehicles on display are allowed no more than  $\frac{1}{4}$  tank of gas. Gas tanks must be secured with duct tape or a locking cap. Battery cables must be disconnected. Tractors, riding mowers and items which have combustible engines are considered vehicles.

## Liability

The WV Home Show will employ security guards and take every precaution to safeguard exhibitor's property. However, management will not be liable for:

- ◆ loss or damage to property of the exhibitor representatives or employees from theft, fire, accident or other causes
- ◆ injury to exhibitors, their employees or third persons for damage to property in their custody, owned or controlled by third persons, from which incident claims for damages, injuries, etc. may arise, or be in any way connected with their use or occupation of display space.

The exhibitor shall indemnify, save and hold the management harmless against such claim or damage and shall pay and indemnify the management for any cost or expense, inclusive of counsel fees, arising from any claim.

In the event of postponement or cancellation of the WV Home Show, for any cause beyond the Home Builders Association's control, the HBA of Greater Charleston shall have no liability to exhibitors or issue refunds.



## Insurance

Exhibitors shall, at no cost to the West Virginia Home Show, obtain adequate and reasonable liability and property damage insurance from a responsible insurance company in West Virginia. Exhibitors shall, upon request by the WV Home Show, provide such evidence by proper Certificate of Insurance.





## Move-In

The multi-bay loading dock, located on the Lee St. side of the Charleston Convention Center, is available with dock levelers for easy unloading. However, the Charleston Convention Center will **NOT permit vehicles** larger than a pick-up truck inside the Grand Hall. This includes trailers and box trucks. For your convenience, fork trucks will be available for a flat fee. Please indicate this option on the WV Home Show Application.



## Bulk Space Exhibitors

Please note your bulk location and plan your move-in time accordingly. Selected exhibitors will be scheduled to begin move in

**Tuesday, April 7<sup>th</sup>, 8:00am - 5:00pm**

The remaining bulk exhibitors will move in on

**Wednesday, April 8<sup>th</sup>, 8:00am - 5:00pm**

before booth exhibits are set up. Exhibitors will not be permitted to move merchandise or curtain lines in another exhibitor's space.



## Booth Space Exhibitors

Allow ample time to move in and set up your space. Booth exhibitors will be allowed to move in:

**Wednesday, April 8<sup>th</sup>, 8:00am - 5:00pm**

**Thursday, April 9<sup>th</sup>, 8:00am - 9:00pm**

Your assigned move-in date will be determined and confirmed by email or confirmation letter. **There will be no move-in permitted on Friday, April 10<sup>th</sup>.**



## Move-Out

Move-out will start after 5:00pm on Sunday evening, April 12<sup>th</sup>, when the show closes and the general public is no longer permitted in the Grand Hall. **Do not start to disassemble your exhibit until such time; your company will be liable if someone is injured.**

**Each exhibitor is responsible for the removal of all merchandise from the arena and parking lots by noon on Monday, April 13<sup>th</sup>.** The WV Home Show is not responsible for merchandise and equipment not removed by the deadline.

## Exhibit Awards

Exhibits will be judged by an outside panel during Friday's show and winners announced on Saturday.



**BEST SMALL EXHIBIT**

**BEST MEDIUM EXHIBIT**

**BEST LARGE EXHIBIT**

**BEST HBA MEMBER EXHIBIT**

**"2026 BEST OF SHOW"**

# The 2026 WEST VIRGINIA HOME SHOW

April 10th, 11th, & 12th, 2026

## Official PROGRAM

Over 45,000 full color programs will be distributed.

The program will be inserted into all copies of the Charleston Gazette-Mail and the Herald Dispatch on April 4th, 2026, plus be distributed to local hotels and restaurants. Copies will also be given to Home Show attendees. You don't want to miss this opportunity to showcase your company or draw people into your booth by offering specials or coupons!



### Early Bird Advertising Rates

Please check the size/space you are ordering.

Ad placement/sizes are first come, first served.

	EARLY	AFTER 1/27
<input type="radio"/> 1/8 Page (includes 10,000 digital impressions)	\$300	\$350
<input type="radio"/> 1/4 Page (includes 20,000 digital impressions)	\$575	\$650
<input type="radio"/> Half Page (includes 40,000 digital impressions)	\$1100	\$1250
<input type="radio"/> Standard Full Page (includes 80,000 digital impressions)	\$1900	\$2300
<input type="radio"/> Back Cover (includes 80,000 digital impressions)	\$2250	\$2550

\* Early Bird rates available if reserved by January 28th 25% will be added thereafter.

### Artwork Specs

All ads are full color

1/8 Page..... 5.04 wide x 2.25" tall

1/4 Page..... 5.04 wide x 4.75" tall

Half Page..... 10.25 wide x 4.75" tall

Standard Full Page ..... 10.25 wide x 9.50" tall

Files accepted: Adobe Acrobat (PDF) files in PDFx1-a or Press Optimized format. PDF files must be press ready. The Charleston Gazette-Mail cannot edit PDF files. In the event of copy changes, advertiser should change the file and resubmit.

PDF should be distilled with 4.0 compatibility. The Charleston Gazette-Mail cannot guarantee PDF files made with alternate PDF generation programs will reproduce to the customer's satisfaction. We can also take TIFF, JPEG, EPS files at 300dpi.

Digital ad size: 300x250. May be submitted as .PNG or .JPEG file format.

Ads may be sent via email to  
[lee.williams@hdmediallc.com](mailto:lee.williams@hdmediallc.com).  
Please call 304-348-7907 with questions.

Deadline: Wednesday, March 4th, 2026

Name: _____
Organization: _____
Address: _____
City: _____
State: _____ Zip: _____
Phone: _____
Email: _____
Ad Size: _____

Please enclose your check made payable to HD Media, LLC and mail to:

HD MEDIA  
ATTN: Lee Williams  
1001 Virginia St. E.  
Charleston WV 25301

We also accept   

Credit Card #: \_\_\_\_\_

Exp. Date: \_\_\_\_\_ CVV: \_\_\_\_\_

Signature: \_\_\_\_\_



# 2026 WVHS EXHIBITOR APPLICATION

Company: \_\_\_\_\_ Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_ Office Phone: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Website: \_\_\_\_\_ Contact Email: \_\_\_\_\_

Products / Services (please be specific) \_\_\_\_\_

Person responsible for exhibit setup: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ E mail: \_\_\_\_\_

**\*\*If you sell directly from your space, you must register with the City of Charleston and the WV State Tax Division.**

**Exhibit Spaces** (refer to layout)

1st Choice: \_\_\_\_\_

2nd Choice: \_\_\_\_\_

3rd Choice: \_\_\_\_\_

Spaces will be awarded on a first-come basis. A minimum 50% deposit required before space reservation will be confirmed. Full payment is required by March 1<sup>st</sup>, 2026.

**Deposit and payments are non-refundable.**

**April 10<sup>th</sup> - 11<sup>th</sup> - 12<sup>th</sup>  
2026**

Friday, April 10      noon - 8pm  
Saturday, April 11    10am - 8pm  
Sunday, April 12     11am - 5pm

**REQUEST YOUR SPACE NOW  
(Floor plan Subject to Change)**

**An invoice will be generated  
upon acceptance of  
application and assignment  
of exhibitor space.**

**Included: Free Wi-Fi, 4 Exhibitor Badges, 8-ft Back Drape, 3-ft Side Drapes**

**PLEASE INDICATE ALL ADDITIONAL ITEMS NEEDED FOR YOUR SPACE: additional surcharge if added at move-in**

	Quantity	Price	Total
Exhibit Space	____ @	____ (see layout)	\$ _____
Carpet - 10 X 10	____ @	\$75 (other sizes available)	\$ _____
8' Skirted Table	____ @	\$60	\$ _____
8' Table - No Skirt	____ @	\$50	\$ _____
6' Skirted Table	____ @	\$60	\$ _____
6' Table - No Skirt	____ @	\$50	\$ _____
High Top Table	____ @	\$40	\$ _____
Chairs	____ @	No Charge	\$ _____
120 volt Electrical Outlet	____ @	\$50	\$ _____
220 volt Electrical Outlet	____ @	\$75	\$ _____
Fork Truck	____ @	\$50	\$ _____
Water Hook-up	____ @	\$75 fill or _____ continuous	\$ _____
Additional Exhibitor Badges	____ @	\$9 each	\$ _____
Advance Tickets	____ @	\$10 each	\$ _____
Link to WV Home Show website	____ @	\$25 HBA member	\$ _____
Link to WV Home Show website	____ @	\$50 HBA non-member	\$ _____
		Subtotal	\$ _____
		10% HBA Member Discount	\$ _____
		=	\$ _____
		<b>TOTAL</b>	\$ _____

I agree to the terms and conditions set forth in the Exhibitors Guide  
and agree to pay all costs as outlined above.

Signature: \_\_\_\_\_

Return application to [wvhomeshow@hbagc.org](mailto:wvhomeshow@hbagc.org)

HBA of Greater Charleston

540 Third Avenue

South Charleston, WV 25303

304.744.2200

# 2026 WV HOME SHOW (NORTH & SOUTH)

