

Exhibitor Prospectus



March 13-14, 2024

Mississippi Coast Coliseum &
Convention Center
Biloxi, Mississippi



2024 Gulf Coast Food & Fuel Expo®

March 13-14, 2024

Location

Gulf Coast Food & Fuel Expo® Location

Mississippi Coast Coliseum
& Convention Center
2350 Beach Blvd.
Biloxi, MS 39531
Phone: 228/594-3700
Fax: 228/594-3812

Gulf Coast Food & Fuel Exhibitor Contact

Hollan Smith (P&CMA)
E-mail: hsmith@pcmala.org
Phone: 334/272-3800
Fax: 334/272-3837

Headquarter Hotel

Beau Rivage Resort & Casino

875 Beach Blvd.
Biloxi, MS 39530

For reservations call: 888/567-6667

Special Group rate of \$129/night available through Feb. 19, 2024.

Subject to room block availability

Schedule of Events

Wednesday, March 13, 2024

8:00 a.m. - 5:00 p.m.	Exhibitor Move-in, MS Coast Coliseum & Convention Center
9:00 a.m.	Golf Tournament, Fallen Oak Golf Club
11:00 a.m.- 2:30 p.m.	Brand Meetings as Scheduled by Suppliers
11:00 a.m. – 6:00 p.m.	Attendee Registration, Beau Rivage Resort & Casino
3:00 – 5:00 p.m.	Keynote Speaker Followed by Educational Seminars, Beau Rivage Resort & Casino
5:30 – 7:00 p.m.	Opening Reception, Beau Rivage Resort & Casino
7:00 p.m.	Evening Open for Supplier Hospitality

Thursday, March 14, 2024

8:00 a.m.	Attendee and Exhibitor Registration, MS Coast Coliseum & Convention Center
8:00 a.m.	State Association Board of Directors Meetings, MS Coast Coliseum & Convention Center
9:00 a.m. – 3:00 p.m.	Gulf Coast Food & Fuel Expo, MS Coast Coliseum & Convention Center
3:00 – 5:00 p.m.	Exhibitor Move-out

Gulf Coast Food & Fuel Expo® Information

The Gulf Coast Food & Fuel Expo® combines the traditional association tradeshow of the Petroleum & Convenience Marketers of Alabama, the Louisiana Oil Marketers and Convenience Store Association and the Mississippi Petroleum Marketers and Convenience Store Association. The 2024 Gulf Coast Food & Fuel Expo® will take place on March 13-14, 2024 at the Mississippi Coast Coliseum and Convention Center in Biloxi, Mississippi, with housing available at the beautiful Beau Rivage Resort & Casino. The Gulf Coast Food & Fuel Expo® will not only feature a large regional tradeshow, but also a Golf Tournament, Educational Seminars, Opening Reception and Supplier Brand Meetings.

Who Will Attend

Petroleum marketers and retail convenience store owners and operators will attend. Employees of vendor companies may only attend if exhibiting in the Gulf Coast Food & Fuel Expo®.

Why Should You Exhibit

The 2024 Gulf Coast Food & Fuel Expo® offers an excellent opportunity for exhibitors to meet with top decision makers and buyers in the petroleum marketing and convenience store industry from multiple states, to introduce your newest products and services and to obtain sales leads and beat your competition.

Exhibit Booth Rates

10' wide by 10' deep booth costs:

	By 01/09/2024		AFTER 01/09/2024	
	<u>Member*</u>	<u>Non-member</u>	<u>Member*</u>	<u>Non-member</u>
Regular Booths	\$1600.00	\$2100.00	\$1850.00	\$2350.00
Aisle Booths	\$1700.00	\$2200.00	\$1950.00	\$2450.00
Premium Booths	\$1750.00	\$2250.00	\$2000.00	\$2500.00

Booth rates are for 1 – 2 booths. Contracts of 3 or more booths receive a \$100.00 per booth discount.

TRUCK FEES:

BY 01/09/2024		AFTER 01/09/2024	
<u>Member*</u>	<u>Non-member</u>	<u>Member*</u>	<u>Non-member</u>
\$2750.00	\$3250.00	\$3000.00	\$3500.00

**Member is defined as a member in good standing of either the Petroleum & Convenience Marketers of Alabama, Mississippi Petroleum Marketers and Convenience Store Association or the Louisiana Oil Marketers and Convenience Store Association, at the time the booth contract is submitted and deposit received.*

NON EXHIBITING VENDORS are not allowed on the trade show floor. Any vendors on the tradeshow floor without a booth must pay a fee equivalent to the price of a booth, or they will be escorted from the premises.

The rate for each 10' x 10' booth includes:

- Lead Retrieval Unit. The Lead Retrieval system will allow you to electronically collect attendees' information with the click of a button and transfer onto your computer. This allows you to immediately contact attendees you spoke with at the show, saving you time and money.
- Wi-Fi access on expo floor for all exhibitors
- 6' table and 2 chairs
- An 8' high draped back wall and 3' high draped side rails
- A 7" x 44" name only identification sign.
- General cleaning service
- Four name badges for entrance into the Gulf Coast Food & Fuel Expo (additional badges may be purchased at the rate of \$100 each)
- Company name, address and contact information listed in the Gulf Coast Food & Fuel Expo Program Directory

A non-refundable deposit equal to 50% of total booth cost is required on each booth purchased. Full payment on all contracts will be due by February 9, 2024. Booth contracts received after February 9, 2024 must be accompanied by payment for the full amount of booth space purchased.

Booth Assignment

Booth selection is on a first-come, first-served basis. Please indicate your top four choices on the exhibit application. If your choices have already been assigned, the next best location will be assigned to you. A copy of the Expo Floor Layout is enclosed. Please check the website for updates to the floorplan.

Exhibitors who wish to avoid the assignment of space adjacent to that of a particular competitor should indicate on their applications. Careful consideration will be given to all such requests.

The Gulf Coast Food & Fuel Expo® Manager reserves the right to relocate any booth or exhibitor.

Name Badges

For name badge purposes, the names of ALL booth personnel MUST be registered for the Expo no later than February 27, 2024. It is the responsibility of the exhibitor to notify the Expo Staff of any personnel changes prior to the Gulf Coast Food & Fuel Expo®. Each exhibitor is allowed 4 name badges per booth. Additional badges may be purchased at the rate of \$100 per badge. **BADGES MUST BE WORN TO ALL GULF COAST FOOD & FUEL EXPO® FUNCTIONS – NO EXCEPTIONS. NO NAME BADGE SWAPPING WILL BE PERMITTED.**

Refund Policy

No refunds will be made if space engaged is not used, nor will any refund be made on space used for only part of the exhibit period. Any space not claimed and occupied by 5:00 p.m. on Wednesday, March 10, 2021 may be reassigned without refund. The original contracting exhibitor shall be liable for the full amount of the booth rental whether or not the booth is resold. Only that portion of any monies paid in excess of the non-refundable deposit will be refunded if written notice of booth cancellation is received by the Gulf Coast Food & Fuel Expo® by February 9, 2024. **No refund will be made for cancellations received after February 9, 2024.**

About the Exhibit Hall

The 2024 Gulf Coast Food & Fuel Expo® will be held at the Mississippi Coast Coliseum and Convention Center, located at 2350 Beach Boulevard, Biloxi, MS 39531. Phone: 228/594-3700; Fax: 228-594-3812.

Exhibit Service Contractor

The exhibit service contractor, Heritage Trade Show Services, will maintain a service desk in the exhibit area and will stand ready at all times to be of assistance to representatives of exhibiting companies. **Exhibitor Service Kit is due TBD.** Their contact information is: Phone: 1-800-360-4323 Email: Exhibitor.Services@HeritageSVS.com.

An Exhibitor Service Kit containing order forms will be emailed to each exhibitor.

Electrical and Water Requirements

Arrangements for electrical services and water requirements must be made through the Exhibitor Service Kit. The Power Source Service is providing the electrical services through Heritage Trade Show Services. Their information is: Email: Orders@powersourceservices.com Phone: (407)351-4158.

Janitorial Service

The Gulf Coast Food & Fuel Expo® will provide general cleaning service (sweeping of the aisles, emptying of wastebaskets, etc.). Special services may be ordered on the forms sent with the Exhibitor's Service Package.

Rules and Regulations

Rules and regulations governing exhibits are given in this prospectus. It is understood that each exhibitor agrees to abide by these rules and regulations.

Booths and Signs – Use of Space

Each booth will be 10 feet wide and 10 feet deep unless otherwise noted. The back wall drape will be 8-feet in height. Booths will be divided by a 3-feet high divisional rail extending from the front to the rear of the booth. Exhibitors may arrange their exhibits as desired, but the arrangement must not interfere with the light or space of other exhibitors and be in keeping with the general exhibit plan as outlined on these pages, preserving the open booth appearance.

No exhibit construction over 60 inches in height will be permitted in the front one-half of the booth without prior written approval from the Gulf Coast Food & Fuel Expo® Staff and from exhibitors in the neighboring booths. Should it be necessary for an exhibit to extend above the 8 feet back wall, permission must be obtained in writing from the Gulf Coast Food & Fuel Expo® Staff.

Exhibitors in the premium corner booths or end caps have special set-up requirements, which must be met in order to maintain the line of site down the aisle. End cap booths have a back wall that is 20 feet wide. The center 10 feet of that wall may contain a display that is 8 feet in height. Exhibitors in end cap booths must finish the back portion of their space so it will not be objectionable to the adjacent exhibitors. The Gulf Coast Food & Fuel Expo® reserves the right to have such finishing done and bill the exhibitor for charges incurred.

Subletting Space

The subletting, assignment or apportionment of the whole or any part of space by any exhibitor is prohibited without the prior written consent of the Gulf Coast Food & Fuel Expo® Manager. No exhibitor may permit any other party to exhibit in his space, any goods, other than those manufactured or handled by the contracting exhibitor. No exhibitor may permit the solicitation of business by others within his space. No exhibitor may provide trade show access or name badges to persons not directly related to the exhibiting company.

Conducting Exhibits

Exhibits must be staffed during all times the Gulf Coast Food & Fuel Expo® is open. Electrical or other mechanical apparatus must be muffled so noise does not interfere with other exhibitors. Interviews, demonstrations, distribution of literature, samples and detailing should take place inside booths in order to avoid infringement of the rights and privileges of other exhibitors.

Characters of exhibits are subject to approval by the Gulf Coast Food & Fuel Expo® Manager. The right is reserved to refuse applications if there are concerns that the required or expected standards are not met, as well as the right to curtail exhibits or parts of exhibits which reflect against the character of the Gulf Coast Food & Fuel Expo®. This applies to displays, literature, advertising, novelties, souvenirs, conduct of exhibit personnel, etc.

Exhibitors must protect machinery and exhibits so that no injury will result to the visitors, guests and employees or to any person or property. No engines will be operated indoors with volatile or combustible fuels.

Non-Exhibiting Vendor Companies

NON EXHIBITING VENDORS are not allowed on the trade show floor. Any vendors on the tradeshow floor without a booth must pay full booth price or they will be asked to leave.

Liability and Insurance

Exhibitors agree to protect and keep harmless and otherwise indemnify the Gulf Coast Food & Fuel Expo, LLC®, Convention Display Services and the Mississippi Coast Coliseum and Convention Center, and their employees and agents from any and all claims for damages, suits, etc. by any and all persons or others which may result on account of injury, loss or damage sustained upon the space occupied by the exhibitor, or on account of machinery and property under control of an exhibitor, and by signing an application and contract to exhibit expressly understands that he releases Gulf Coast Food & Fuel Expo, LLC®, Heritage TradeShow Services and the Mississippi Coast Coliseum and Convention Center, and their agents from (and agrees to indemnify each against) any and all claims for any such loss, injury, or damage and will defend same if a claim is made at no cost to these parties.

Rules and Regulations

Guard Service and Insurance

The Gulf Coast Food & Fuel Expo® cannot guarantee against loss or damage of any kind, but will protect exhibitors by providing 24-hour guard service in the exhibition area from 8:00 a.m., Wednesday, March 13, 2024 until 5:00 p.m. Thursday, March 14, 2024. Exhibitors wishing to insure their exhibit materials, goods and/or wares on exhibit against theft, damage by fire, accident or loss of any kind must do so at their own expense.

Protection of the Building

Exhibitors will be held liable for any damages caused to the property, and no material or matter of any kind shall be posted on, tacked, nailed, screwed or otherwise attached to columns, walls, floors or other parts or portions of the building or furnishings. Whatever may be necessary to properly protect the building, equipment or furniture will be installed at the expense of the exhibitor. If any controversy arises as to the need or property thereof, the Gulf Coast Food & Fuel Expo® Manager and the Manager of the Mississippi Coast Coliseum and Convention Center will be the final judges thereof and their decision shall be binding on all parties concerned.

Fire Protection

All materials used in the exhibit area must be flameproof and fire resistant in order to conform to local fire ordinances and in accordance with regulations established by the National Associations of Fire Underwriters. Excelsior or other paper is not to be used in crafting merchandise. Display racks, signs, spotlights and special equipment must be approved before use, and all displays are subject to inspection by the Fire Prevention Bureau. Any exhibit or parts thereof found not to be fireproof may be ordered dismantled. All aisles and exits must be kept clear at all times and fire stations and fire extinguisher equipment are not to be covered or obstructed.

Interpretation and Violation

Any points not covered above or elsewhere are subject to settlement by the management. Any violation of these rules and regulations by any exhibitor void the agreement for booth space, and such exhibitor will forfeit all monies, which have been paid or are due under this contract. The Gulf Coast Food & Fuel Expo® shall have the right to terminate the agreement for booth space and to re-enter and take possession of the space occupied by an exhibitor, and to remove all persons and goods from the space at the expense of the exhibitor. Written notice to terminate the agreement for booth space and of re-entry is not required. **The Gulf Coast Food & Fuel Expo® reserves the right to remove any exhibitors and/or exhibitor personnel for behavior or conduct the Expo deems – in the Expo's sole discretion- to be inappropriate or disruptive to the Gulf Coast Food & Fuel Expo®.**

Dismantling of Exhibits

All exhibits must remain intact during show hours. **No booths may be dismantled before 3:00 p.m. on Thursday, March 14, 2024. Any Exhibitor dismantling before 3:00 p.m. on Thursday, March 14, 2024 may lose assignment status in future shows. This policy will be enforced.**

Shipping of Materials

Arrangements for drayage services and/or the shipping of goods to and from the Mississippi Coast Coliseum and Convention Center will be handled by the exhibit contractor. An order form will be included in your Exhibitor's Service Package. Please make these arrangements well in advance to avoid delay. **Do not send items directly to the Mississippi Coast Coliseum and Convention Center without using the provided forms.**

Headquarter Hotel and Housing Information

The Beau Rivage Resort & Casino is the exclusive provider of accommodations for exhibitors and attendees of the Gulf Coast Food & Fuel Expo®. Reservations should be made by February 19, 2024 and can be made by calling 888/567-6667. Registrants must identify themselves as participants in the Gulf Coast Food & Fuel Expo® to receive our special rate of \$129/night. The Beau Rivage Resort & Casino is located at 875 Beach Boulevard, Biloxi, MS 39530. (Their website is www.beaurivage.com).

Rules and Regulations

About the 2024 Gulf Coast Food & Fuel Expo® Host Associations

The Petroleum & Convenience Marketers of Alabama (P&CMA) is a state trade association which represents over 250 petroleum marketers and convenience store operators in the state of Alabama. P&CMA members supply over 5,200 retail outlets and own and operate over 2,800 convenience stores and service stations.

The Louisiana Oil Marketers and Convenience Store Association (LOMCSA) consists of over 300 members who own, operate or supply over 3,000 convenience stores, service stations, car washes and other retail motor fuel outlets in Louisiana. These businesses supply nearly 4 billion gallons of fuel annually to Louisiana motorists, while also serving the vast majority of commercial end users, including farmers, construction firms and local and state government. LOMCSA associate members support these industries through their products and/or services.

The Mississippi Petroleum Marketers and Convenience Stores Association (MPMCSA) is a nonprofit, statewide trade association representing 250 petroleum marketers and convenience store owners and operators and companies that supply and service the industry. MPMCSEA members operate more than 2,100 convenience stores. These members employ more than 10,000 Mississippians. Members fuel the economy by supplying fuel to the armed forces, municipalities, mass transit, and thousands of farmers and businesses across Mississippi.

P&CMA, LOMCSA and MPMCSEA serve their members by providing political representation, industry publications, educational sessions, scholarship programs and annual events such as the Expo, convention and membership meetings.

FOR ADDITIONAL INFORMATION, CONTACT:

Gulf Coast Food & Fuel Expo® Exhibition Manager:

Hollan Smith

Gulf Coast Food & Fuel Expo

P. O. Box 231659

Montgomery, AL 36123-1659

334/272-3800 phone

334-272-3837 fax

hsmith@pcmala.org

IMPORTANT DATES AND DEADLINES

Booth cancellation deadline to receive refund – Feb. 9, 2024

Full payment due for booth – Feb. 9, 2024

Booth personnel deadline for name badges due –

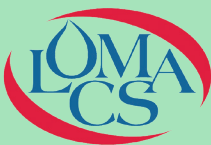
Feb. 27, 2024

Hotel Reservation deadline – Feb. 19, 2024

Exhibitor Service Kit due to Heritage Trade Show Services- TBD

Exhibitor Move-in – March 13, 2024 – 8:00 a.m. - 5:00 p.m.

Exhibitor Move-out – March 14, 2024 – 3:00 p.m. - 5:00 p.m.



www.foodandfuelexpo.com