



Vendor Guidelines

- For any power needs, please reach out to your Event Manager for an electrical order form.
- Wireless Internet is a complimentary service. If needed, internet lines can be ordered through the electrical order form.
- All shipments for exhibits must be coordinated and shipped through your official service contractor. If you do not have a service contractor, please reach out to your Event Manager for additional shipping information.
- If you need to rent any audio/visual equipment for your booth, please contact **INSPIRE** at 912.506.1520.
- Savor...Jekyll Island is the exclusive F&B provider. **Outside food & beverage is not permitted.** Should a booth require sampling or cooking, approval must be given in advance. Contact your Event Manager for details.
- No smoking within 50 feet of the building.
- Parking on loading docks or sidewalks is not permitted without permission from your Event Manager. Vehicles are subject to towing at the owner's expense.
- No bubble gum is to be distributed in this facility.
- The use of propane, helium, or bottled gas within the building is prohibited. **Balloons are not permitted** inside the Center.
- Vehicles to be used as display must be approved in advance. Please contact your Event Manager for requirements.
- Explosives, **open flame** (candles), or highly flammable materials are prohibited.
- Glitter, confetti, and silly string are prohibited.
- Decorations, signs, banners, etc., may not be nailed, tacked, stapled, taped, or otherwise fastened to the ceiling, walls, doors, or painted surfaces, unless done by or directed by Event Manager.
- No painting of signs, displays, or other objects is permitted in the facility without prior arrangements.
- All cardboard boxes must be broken down, and excessive trash should be removed. Failure to do so will result in a removal fee.
- Center is not responsible for any property, equipment, or materials left on the premises.

Should you have further questions, please contact us at 912-635-6400.

We look forward to having you on Jekyll Island and wish you a very successful show!