

After Hour Events Order Form

Exhibiting Company: _____ Date of Event: _____

Exhibitor Space Number: _____ Time of Event: _____

On Site Event Phone #: _____ E-Mail: _____

ALL catering orders must be placed through CENTERPLATE, the EXCLUSIVE caterer for The Discover Boating Miami International Boat Show, Miami Beach Convention Center.

All cocktail parties or receptions must be scheduled in advance and notification must be provided to Informa prior to February 2, 2024.

ALL PARTIES MUST END BY 10:00 P.M. AS PER THE CITY OF MIAMI (NO EXCEPTIONS)

Please check the box that applies to your event. All-inclusive packages include; Garbage Removal an Off-Duty Police Officer/Security and an attendant for both the men and women restrooms which will be open after hours.

_____ 40-60 Guests - \$450.00

_____ 61-100 Guests \$550.00

_____ 101-150 Guests \$650.00

_____ 151 Guest and over \$750.00

TOTAL DUE: \$ _____

Payment will be accepted by Wire or Check to be made payable to Yachting Promotions, Inc.
Note: 30% surcharge will be applied on any order received after published deadline date.

Signature of Authorized Exhibit Representative: _____

Printed Name: _____

Account #: _____

Bill To:

Return Form and Payment To:
Jackie Deffler at Jacqueline.deffler@informa.com

Informa Exhibitions

1650 SE 17th St., Suite 412, Fort Lauderdale, FL 33316
Phone: (954) 676-1858

Representative Name: _____

Company Name: _____

Address: _____



Reception Rules and Regulations

1. Informa must be notified in writing of date(s) and time(s) of any party or reception.
2. All exhibiting companies that have a cocktail party or reception are responsible for the charges incurred for the clean-up of debris from the activity. In the event any exhibiting company schedules a cocktail party or reception without notification to Yachting Promotions, Inc., the rates listed on the front sheet plus a 30% surcharge will be applied.
3. **All** cocktail parties and receptions are limited to 10:00 P.M.
4. It is the sole responsibility of the exhibiting company to notify delivering companies (Vendor companies, musicians, florists, etc.) to the Rules and Regulations and the drop off points at the Show. (Please refer to the rules and regulations located in the Exhibitor Manual and on the Contract for Exhibit Space).
5. **No vehicles** will be allowed on the show property during show hours.
6. All vendor companies must deliver equipment and/or supplies at least one hour prior to show opening. Vendor equipment cannot be removed from the premises until ½ hour **after** show closing. Absolutely no equipment can be removed during the published show hours.
7. The pick-up and drop-off rules during the SHOW HOURS for vendor, are as follows:
Please proceed to the north end of the Convention Center Drive, check in at the North security gate. Vendors are allowed 15 minutes to unload. **THIS AREA IS NOT A PARKING LOT. THIS IS A PICK UP AND DROP OFF LOCATION ONLY.** We ask that for vendor deliveries a representative of the company receiving the delivery be present at the gate to meet with the delivery company.
8. Equipment must be rolled through on a dolly or handcart provided by the caterer or supplier, or hand carried.
9. Any musicians, bands, and/or other talents and any equipment to be used by them must abide by the same rules for the delivery of their equipment.
10. All guests need an admissions ticket during & after show hours. **Invitation alone, does** not admit any guest onto the show property.
11. All guests entering after closing must enter through the designated gate at each showsite with their invitation & ticket.
12. Five (5) copies of the invitation must be sent to Yachting Promotions prior to February 2nd, 2024.