

2026 Hyannis Rotary Home, Garden & Lifestyle Show

Rules and Regulations

Contact: Kelley Sullivan at 508.737.1632 or Email: homeshow@hyannisrotary.org

Setup, Breakdown and Show Hours of Operation:

- Setup begins Friday, March 20th starting at 3:00 PM (Exhibitors will be assigned specific times depending on the booth package purchased)
- Setup may also be completed between 6:30 AM and 8:30 AM on Saturday morning. More information will be provided as we are closing to the event
- No exhibitors will be allowed in the building prior to these times.
- All booth setup must be completed 30 minutes prior to the 9am event opening time to ensure a smooth start.
- Show hours:
 - Saturday, March 21 — 9:00 AM to 4:30 PM
 - Sunday, March 22 — 10:00 AM to 4:00 PM
 - Booths must be staffed during all show hours.
- Exhibitors are not allowed to breakdown their booth prior to 4:00 PM on Sunday.
- All exhibits must be removed from the premises by 7:00 PM on Sunday March 22nd

Parking:

- Exhibitors must park in designated areas away from the public entrance once set up is complete and during the show's hours.
- Signs will clearly mark Exhibitor parking areas.

Booths:

- Exhibitors should indicate their top 3 preferred booth locations when registering.
- While every effort will be made to accommodate requests, final placement is at the discretion of the Rotary Club of Hyannis.
- Each booth is equipped with one 15-amp electrical outlet. If additional power is required, you must contact event planners by February 15, 2026. After that date, power upgrades cannot be guaranteed.
- Additional wiring, installation of electrical outlets, or spotlights may only be performed by Rotary Club personnel.
- Open booths may not have displays taller than 10 feet.
- Booths are Pipe and Drape style 20'x10' or 10'x10'

- No materials may be nailed, screwed, bolted, stapled, or otherwise affixed to drapes, walls or flooring!
- Exhibitors are responsible for using appropriate floor protection, moisture proofing, or padding if their materials pose any risk of surface damage.
- All crates, packaging, and pallets must be removed from the premises during the show.
- No noisemakers are permitted (e.g., loud music, clickers, PA systems, or other devices deemed distracting to other exhibitors or visitors).
- Each booth will have a temporary setup sign for location purposes. Professional signage is strongly recommended.
- A dumpster will be on site for use during setup and breakdown.
- Barnstable High School and the Rotary Club of Hyannis are not responsible for receiving or storing exhibitor materials.

What your booth will not include:

- Extension cords, tools, tape, or other setup materials.
- Hand trucks, carts, or personnel to assist with unloading and setup.
- Additional booth furniture or display equipment may be arranged through the Rotary Club.

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Safety:

- Booths located on outside corners must be free of tripping hazards or clearly defined with borders, tables, plants, or other clear boundaries.
- Fire exits must remain clear and unobstructed at all times.
- No alcoholic beverages or firearms are permitted on or around the event grounds.
- No propane, gasoline, or other combustible liquids are allowed inside the building at any time, except as specifically permitted under vehicle exhibition rules.

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Vehicles:

- Vehicles are not allowed inside the Gym or Field House

General Event Information:

- **Wi-Fi is available.** The password will be provided on-site.
- Vendors may not hinder, harass, or impede another vendor's ability to conduct business. Violations may result in termination or limitation of participation at the sole discretion of the Rotary Club.

- Exhibitors must comply with all additional reasonable regulations issued by management or public safety officials for safe and efficient show operation.

Payment:

- Payment for booths can be made in the form of credit card, check or money order. A service fee will be applied to credit card payments
- Check or money order must be made payable to the Hyannis Rotary Club and mailed to Hyannis Rotary Home, Garden & Lifestyle Show, PO Box 39, Hyannis, MA 02601.
- Full payment is required to hold your reserved booth space(s). However, the Club can make reasonable alternative arrangements upon request.

Cancellations and Refunds:

- Cancellations requested prior to February 15, 2026 are subject to a refund if the Rotary Club resells the booth, minus the cost of any associated print or media advertising expense. Refunds will not be available until after the show has been completed.
- Cancellations requested after February 15, 2026 will not be eligible for any refund, whole or in part.

Liability:

- The Rotary Club of Hyannis, its members individually and collectively, and Barnstable High School shall not be held accountable or liable for, and are hereby released from accountability or liability for any damage, loss, harm or injury to the person or any property of the applicant or any of its officers, agents, employees, or other representatives, resulting from fire, theft, water, accident or any other cause.

Insurance:

- Insurance is not mandatory to participate, but highly recommended.
- Exhibitors are responsible for their own property and liability coverage - See Liability section above for additional information