



Exhibitor Instruction Letter

Advanced Discount Deadline Date: Friday, September 18, 2026

New Jersey Fall Home Show
New Jersey Expo Center
October 3-4, 2026

Dear Exhibitor:

Welcome to the online exhibitor service kit for the upcoming **New Jersey Fall Home Show** being held at **The New Jersey Expo Center on October 3-4, 2026**

This letter contains instructions on how to access the Online Exhibitor Kit. You may print it out for easier step by step viewing.

Online Exhibit Kit Instructions:

To access our ONLINE kit for the **New Jersey Home Show** you have 2 options.

DIRECT LINK

<https://www.generalexposition.com/online-servicekit.php> (click to follow link)

MANUAL ENTRY

Please click the following link or copy and paste the link into your browser's window -

www.generalexposition.com

Next, click on the Online Services button located in the upper right-hand corner of the Web page. This will take you to the log in page.

AT THE LOG IN PAGE - Enter the Exhibit Code: **NJHOME26**

At the Sign In page, you will be prompted to sign in with an existing exhibitor account. If you do not have an account set up with General Exposition Services, you will be prompted to create one.

Now that you are signed in with the show, you can read through the important show information. Scroll down to the bottom of the screen to see the links for which services you wish to order, including carpet, furnishings, labor, etc.

For any additional custom forms you may need, please click on the appropriate links listed under "References".

As you place orders for your items, all furnishings and services will be placed in your shopping cart, and you will be prompted for payment information upon checkout.

We look forward to being of service to you. If you have any questions, please give us a call at 610-495-8866 option 1, mention the upcoming **New Jersey Fall Home Show**, and one of our Event Services Representatives will be happy to assist you.

HOME SHOW

New Jersey Convention and Expo Center
Raritan Center
97 Sunfield Ave.
Edison, NJ 08837

IMPORTANT ELECTRIC INFORMATION

Electric Orders are made exclusively online.
[Click here](#) to place your order.

Have a great show!



New Jersey Convention & Exposition Center

WATER SERVICE ORDER FORM

For more information of to www.NJexpocenter.com Show Number: _____

Mailing Address: 97 Sunfield Avenue, Edison, NJ 08837

(office use only)

Phone: (732) 417-1400 Fax: (732) 417-1414 E) services@njexpocenter.com

DEADLINE FOR PREPAID RATE: 5 DAYS PRIOR TO THE EVENT MOVE IN

Banners will be installed in the order in which fully paid orders are received

Show Name: _____ Booth #: _____ Show Dates: _____

Company Name: _____ Phone: _____

Address: _____ City: _____ State/Zip: _____

Ordered By: _____ EMAIL: _____

Credit Card Number: _____ CVV: _____ Expiration Date: _____

A Booth representative must be present for installation if the booth is larger than 10X20

Water Connection	Qty	Prepaid Rate	Onsite Rate	Total
Direct Water Connection (Basic hose spigot connection/Garden hose)				
Per Connection; up to 3/4" connections		\$ 250.00	\$ 350.00	
Per Connection; Above 3/4" connections		Call for Price	Call for Price	
Connection prices above cover running service from the main line to the booth only <u>(No extra fee for water)</u> The service will be turned off 15 minutes after the closing. Any bridging, connectors, or special fittings, will be the responsibility of the exhibitor.				
One Time Water Fill				
0 - 250 Gallons		\$ 175.00	\$ 225.00	
GREATER 251 Gallons		\$ 250.00	\$ 350.00	
100' hose will be provided and drainage plan will be put in place during move in. Expo will not provide a pump for extraction of water after the show is over.				
Special Instructions:	Tax Cheat Sheet (Total)			
	\$175 * 6.625% = \$186.59		SUB TOTAL	
	\$225 * 6.625% = \$239.91		*Tax 6.625%	
	\$250 * 6.625% = \$266.56		TOTAL DUE	
	\$350 * 6.625% = \$373.19		PAYMENT IN FULL is due when ordered.	

Authorizing Signature **X**

Name as it appears on card (PLEASE PRINT):

My signature indicates that I have reviewed and agreed to all conditions set forth on both pages of the form.

IMPORTANT: PLEASE READ ALL RULES AND REGULATIONS BELOW

Please Note the following terms, conditions, instructions, and information:

1) By signing this paper I agree that my liability for this bill is not waived and agree to be held personally liable in the event that the indicated person, company or association fails to pay for any of the amount of these charges. I also agree that all charges contained in this amount are correct and any disputes or requests for copies of charges must be made within five days after my departure. I represent that I am authorized to bind the indicated company or association.

2) By signing this paper the representative agrees that the liability to connect my water service is fully on the responsibility of the Booth representative and not the NJ Convention Center Staff

3) Plumbers are available at a rate of \$ 90.00 per hour straight time, and \$ 145.00 per hour overtime.
Straight time hours are 8:30 am- 4:30 pm (Monday- Friday).