



pennsylvania

FARM SHOW COMPLEX & EXPO CENTER

Event Guide

A message from the Executive staff

Welcome to the Pennsylvania Farm Show Complex & Expo Center, the premiere event facility that boasts the most versatile accommodations in the state! With over one million square feet of conference rooms, large exposition halls, arenas and banquet facilities, our convention center is limitless in its capabilities. The Pennsylvania Farm Show Complex & Expo Center is home to countless expositions, sporting events, competitions, private dinners, and much more.

As a current or future customer, we are committed to assisting you in every aspect of your event planning. We take great pride in our high level of customer service and we are anxious to begin working closely with you as you plan. This Resource Manual is the first step in that process. An abridged version of this manual and some additional information regarding the facility are available on our website at www.farmshowcomplex.state.pa.us.

Thank you for selecting our facility for your event. We look forward to working with you!

Michael L. Waugh
Executive Director

Heidi M. Crager
Assistant Executive Director



pennsylvania

DEPARTMENT OF AGRICULTURE



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Basic Information

General Information

Address: 2300 North Cameron Street
City, State: Harrisburg, PA 17110-9443
GPS Coordinates: Approximately 40.3,-76.9
Phone: 717-787-5373
Fax: 717-783-8710
Website: www.farmshowcomplex.state.pa.us

Frequent Contacts

Michael Waugh, Executive Director	717-783-0588
Heidi Crager, Assistant Executive Director	717-724-6941
Morgan Firestine, Commercial Event Manager	717-724-6940
Doug Cleckner, Special Events Coordinator	717-787-5374
Sharon Altland, Sales Director	717-231-2991

Area

Total event space: 1 million square feet!

- 20 acres under one roof
- 8 Major Exhibit Halls
- 3 Arenas
- 1,000+ Seat Banquet Hall
- Nearly 3,000 Onsite Parking Spaces
- 5,700 Parking spaces located within 1 mile of Complex

Our Guidelines

Please Note and Observe the Following

- ◆ A detailed floor plan must be submitted to Show Management preceding the event.
- ◆ The Pennsylvania Farm Show Complex reserves the right to increase the mandatory insurance cost in the case of potentially hazardous shows and events. These may include, but are not limited to, events involving weapons, operating motorized equipment and vehicles, and/or sporting events.
- ◆ Smoking is prohibited throughout the Farm Show Complex & Expo Center.
- ◆ Please do not bring any food or beverage into the building. We are able to keep our rental rates at a reasonable level because we derive a portion of our income from the sale of food and beverage. Farm Show Security reserves the right to check bags, coolers and/or other containers to enforce this no food or beverage policy.
- ◆ Please park only where assigned, as determined by Farm Show Security.
- ◆ Please do not block any doors. This is a fire safety requirement.
- ◆ Only Farm Show Complex employees are permitted to operate Complex equipment including forklifts, high-lifts, automobiles, trucks, golf carts, power equipment, etc.
- ◆ Please obtain permission from management before hanging signs and banners. Hanging signs from water lines, gas lines, heating pipes, electrical lines/equipment or telecommunication lines is specifically prohibited.
- ◆ When posting flyers or signage, please **only** use painter's tape. We have painter's tape available onsite for your use. Duct and scotch tapes are not permitted on walls.
- ◆ When marking floors, please only use "railroad chalk". This chalk is available from our maintenance department. Paint, tape and aerosol type sprays are prohibited.
- ◆ Please refrain from placing decals on walls, floors or on any Complex property. The distribution of decals or stickers is prohibited.
- ◆ Please do not use the passenger elevators to move freight.

Rental Rates for Major Events

Area	A/C	Square Footage	Clear Ceiling Height in Feet	Base Rate Per Day
Weis Exposition Hall	X	172,000	30'	\$13,545.00
Main Hall		146,527	13'6"	\$9,231.60
North Hall		56,000	13'6"	\$3,528.00
Northwest Hall	X	55,000	13'6"	\$4,042.50
Equine Arena	X	39,200 (seats 1,660)	30'	\$4,935.00
Northeast Hall		38,600	19'	\$2,431.80
West Hall		38,000	13'6"	\$2,394.00
Large Arena	X	28,000 (seats 7,318)	90'	\$5,250.00 Flat rate
Equine Barn		27,500 (124 Stalls)	13'6"	\$1,877.40 plus 1 time stall charge \$4,464
Large Arena 1 st Level Concourse	X	23,000	12'	\$1,449.00
Large Arena 2 nd Level Concourse		21,000	12'	\$1,323.00
Lower Connector Link		17,310	10'	\$1,090.96
East Hall		16,500	13'6"	\$1,039.50
Maclay Street Lobby		12,376	12'	\$784.23
Upper Connector Link	X	8,100	9.6'-16'	\$525.00
Cameron Street Lobby	X	7,816	20'	\$840.00
Small Arena	X	4,000 (seats 918)	17'	\$1050.00
Rotunda	X	2,642	18'	\$262.50

Set Up & Tear Down Days: The rental fee is 50% of the rental rate.

Information for Major Events

Parking Fee:

The Pennsylvania Farm Show Complex & Expo Center, like other convention centers, solicits a modest parking fee for attendees to gain entrance into the facility. The current fee is \$8.00 per car.

Event Classification:

Qualifying agricultural and/or youth events may be eligible for rental rate discounts. Sister state agencies may also be eligible.

Note: Nonprofit groups do not qualify for a discount.

Taxes:

The city of Harrisburg imposes a 5% Admission Tax and a 5% Amusement Tax. Payment of this tax is the sole responsibility of the Lessee. To reach City Hall's Tax and Enforcement Office, contact **717-255-6513**.

Service Charges:

Any services & amenities used during the event incur an additional cost. These rates are outlined in this manual on the "Amenities and Service Charge Rate Sheet" (See Pages 9-11). Charges are added to your final invoice.

Rental Rates for Meetings & Banquets

Meeting Room	A/C	Square Footage	Rate
PA Preferred Banquet Hall (<i>entire room</i>)	X	15,368 (seats 1000)	\$1,050.00 or \$7,000 in food and beverage sales
Banquet Hall A (<i>Harrisburg Room</i>)	X	(seats 550)	\$577.50 or \$3,900 in food and beverage sales
Banquet Hall B (<i>Dauphin Room</i>)	X	(seats 450)	\$472.50 or \$3,150 in food and beverage sales
Commonwealth Lounge (<i>VIP Room</i>)	X	5,075 (seats 300)	\$315.00 or \$2,100 in food and beverage sales
Keystone Conference Center: Susquehanna Room (B) (<i>Keystone</i>)	X	1,672 (seats 40-60)	\$210.00 or \$1,400 in food and beverage sales
Delaware Room (C) (<i>Keystone</i>)	X	2,288 (seats 60-100)	\$210.00 or \$1,400 in food and beverage sales
Allegheny Room (D) (<i>Keystone</i>)	X	2,340 (seats 60-100)	\$210.00 or \$1,400 in food and beverage sales
Monongahela Room (E) (<i>Keystone</i>)	X	2,288 (seats 60-100)	\$210.00 or \$1,400 in food and beverage sales
<i>*Rent all 4 Keystone Conference Center Rooms (B, C, D and E) for a discounted flat rate of \$735.00 OR \$4,900 in food and beverage sales</i>			
Erie Room (<i>Crossroads Conference Center</i>)	X	2,555	\$210.00
Scranton Room (<i>Crossroads</i>)	X	700	\$157.50
Philadelphia Room (<i>Skybox 1</i>) (<i>Crossroads</i>)	X	665	\$157.50
Lancaster Room (<i>Skybox 2</i>) (<i>Crossroads</i>)	X	660	\$157.50
Pittsburgh Room (<i>Skybox 3</i>) (<i>Crossroads</i>)	X	652	\$157.50
Pennsylvania Room		1,425	\$105.00
Board Room	X	630	\$157.50
Exhibition Room B (<i>off Maclay St. Lobby</i>)		2,650	\$183.75
Exhibition Room C (<i>off Maclay St. Lobby</i>)		2,650	\$183.75

****NOTE:** There is no rental charge for most tables or chairs when used in a designated meeting or banquet room. The Maclay Street Lobby and the Cameron Street Lobby may be designated as meeting/banquet space, depending upon usage.

Rental Rates – Miscellaneous Rooms and Offices

Room	Location	Rate
Room 102	1 st Concourse – Large Arena	\$25/day
Room 104	1 st Concourse – Large Arena (Ticket Room)	\$25/day
Room 105	1 st Concourse – Large Arena (Ticket Room)	\$25/day
Room 107	1 st Concourse – Large Arena (Security Room)	\$25/day
Room 111	1 st Concourse – Large Arena	\$25/day
Room 112	1 st Concourse – Large Arena (Locker Room)	\$50/day
Room 118	1 st Concourse – Large Arena (Locker Room)	\$50/day
Room 135	1 st Concourse - Large Arena (Old Home-Ec Room)	\$25/day
Room 149	1 st Concourse – Large Arena (First Aid)	\$25/day
Room 210/211	2 nd Concourse – Large Arena (Ticket Office, North)	\$25/day/rm
Room 215/216	2 nd Concourse – Large Arena (Ticket Office, Cameron)	\$25/day/rm
Room 200	2 nd Concourse – Large Arena	\$25/day
Promoter Office	1 st Level Connector Spine	\$25/day
EA-3	Equine Arena Storage Room	\$25/day
Show Office	Near Expo Hall in 1 st Level Connector Spine	\$25/day
Coat Room	Cameron Lobby	\$25/day
Office “A”	Tan Hallway across from Security	\$25/day
Milking Parlor	North Hall	\$100/show
Ladder Room	Small Arena Storage	\$25/day
Vet’s Office	North Building	\$50/day
Wash Rack	North, Northwest, Expo, West Lot, Outside Expo	\$100/show
Dorm Room	Maclay Street- 2 nd Level	\$100/show

Are you unsure what types of rooms you wish to utilize during your event?

Simply present your space rental needs to Show Management who is committed to working closely with you to ensure all your needs are met with proper accommodations.

You are welcome to, and we highly recommend that you come on in for a tour!

Amenities and Service Charges

<u>Chairs</u>	<u>First Day</u>	<u>Each Additional Day</u>
Steel Single	\$1.25	\$0.50
Steel Doubles	\$2.00	\$0.75
Steel Triples	\$3.00	\$0.75
Steel Quadruples	\$4.00	\$0.75
Directors	\$3.00	\$1.00
Plastic Stacking	\$1.00	\$0.50
High Stools (8 Total)	\$2.00	\$1.00
Park Benches	\$10.00	\$5.00
Bleachers (21 Total)	\$40.00	\$10.00

<u>Tables</u>	<u>First Day</u>	<u>Each Additional Day</u>
30" x 6' Rectangles	\$5.00	\$2.00
6' Banquet Rounds	\$8.00	\$2.00
4' Plastic Rounds (28 Total)	\$6.00	\$1.00

<u>Staging</u>	<u>Black Steel Frame</u>	<u>Aluminum</u>	<u>Wood</u>
Total Size	2,592 sq. feet	1,152 sq. feet	256 sq. feet
Unit Size	6' x 8'	4' x 8'	4' x 8'
Height	32", 40", 48"	6", 24"	12"
Steps	6 Sets	None	None
Cost per sq. foot	\$1.50	\$1.25	\$1.25
Cost per section	\$72.00 (54 Sections Total)	\$50.00 (36 Sections)	\$50.00 (85 Sections)

<u>Audiovisual</u>	<u>First Day</u>	<u>Each Additional Day</u>
<i>*May be subject to late fees*</i>		
PA Sound System with Wireless Microphone	\$75.00/Hall	\$75.00/Hall
Portable PA System with Wireless Microphone	\$75.00	\$50.00
Portable PA System with Wired Microphone	\$50.00	\$25.00
Additional Wireless Microphones	\$35.00	\$35.00
Additional Wired Microphone	\$25.00	\$10.00
CD Player	\$15.00	\$15.00
External Tie-In (Laptop or Customer Audio Mixer)	\$15.00	\$15.00
Mixer Console	\$50.00	\$50.00
Expo Hall Projection Screens (2)	\$250.00 for 1 / \$400.00 for 2	
Projection Screens 10'x13'; 8'x8'; 5'x5'	\$25.00	
Phone	\$20.00	\$15.00

Amenities and Service Charges Continued

<u>Rentable Items</u>	<u>Per Each</u>
Arena Steps	\$15.00
Auctioneers Stand	\$25.00
Barn Snow	\$5.00/bag
Black & Gold Barriers	\$5.00
Blackboards	\$5.00
Blue Gates	\$10.00
Brooms	\$4.00
Buckets	\$2.00
Coat Racks	\$10.00
Display Cases	\$10.00/day
Dorm Beds	\$10.00
Easels	\$5.00
Flag (Ask for availability)	\$5.00
Flat bed Wagon	\$15.00
Gate A Steps	\$100.00
Grey Barricades (20)	\$5.00
Jersey/Concrete Barriers (44)	\$15.00
Loading Chutes	\$25.00
Mops	\$4.00
Pedestal Fan	\$10.00
Plywood	\$3.00/sheet
Podiums	\$10.00
Portable Scales	\$50.00
Push Carts	\$10.00
Refrigerator	\$30.00
Sale Arena Pipe Rails	\$10.00
Shovels	\$4.00
Stainless Steel Sinks	\$30.00
Tan Bark	\$250-\$500 depending area
Tensa Barriers/Stanchions (70)	\$3.00
Ticket Booths- Double (2)	\$40.00
Ticket Booths- Single (5)	\$20.00
Ticket Boxes	\$10.00
Tubs	\$6.00
Turn Stiles	\$15.00/day
Wash Rack	\$100.00/show
Water Heater	\$100.00
Water Hose	\$10.00
Water Wagon with Water	\$55.00/load (includes operator)
Water	\$0.05 per cubic foot
Wheel Barrows	\$5.00
White Cement Pole Fencing	\$3.00/pole
White Chain Fence (Pairs with White Cement Poles)	\$10 entire chain
Wooden Fencing	\$10.00/panel

Amenities and Service Charges Continued

<u>Labor</u>	<u>Per Hour</u>
Equipment Operator	\$75.00
Laborer	\$35.00
Electrician	\$75.00
Security	\$19.50
Hanging of Banners/Signs (Billed on ¼ hour increments)	\$75.00

<u>Stalling per panel</u>	<u>Each</u>
Horse	\$12.00 – Total Stall Price \$36.00
WW Livestock Panels	\$20.00
Hog and Sheep Panels	\$4.00
Cattle Headboards Including Hoops	\$7.50

<u>Pens</u>	<u>Each</u>
Turkey Pens	\$2.00
Chicken Pens (single)	\$1.50
Chicken Pens (double)	\$2.50
Bantam Pen (quad)	\$3.50

Sports Flooring is rentable expressly through the Hershey Harrisburg Visitors Bureau. Please contact Sharon Altland with HHRVB at 717-231-2991 for rates & more information.

***Note: User is liable for any unreturned or damaged items.**

***Also Note: These rates are subject to change. Contact Show Management for the most accurate fees.**

Electrical- Service Rates & Information

Electrical Requirements -

In order to process your requests as smoothly as possible, a detailed layout must be received by the Pennsylvania Farm Show Complex & Expo Center at least 30 days prior to the first day of show.

Any order received after this date will be assessed a \$50 surcharge per order, and reflected on the final invoice. Should you have any questions, don't hesitate to ask.

Standard Electrical Service:

208/120 Volt AC Single Phase or Three Phase

Conditions and Regulations

1. All equipment, regardless of source of power, must comply with all national, state and local safety codes.
2. Unless specially authorized by the Complex' Electrical Department, no one other than the "house electrician" shall make electrical connections.
3. All equipment must be properly tagged and wired with complete information as to type of current, voltage, phase cycle, horsepower, etc.
4. All material and equipment furnished by the Complex for this service order shall remain the Complex's property and shall be removed only by the Complex at close of the show.
5. Electrical power for lights and displays may be turned on one hour prior to show opening time and off at show closing time daily. Usage beyond these times may result in additional charges.
6. Unless otherwise directed, the Complex' "house electricians" are authorized to cut floor covering to permit installation of service.

Electrical- Service Rates & Information Continued

7. All exhibitors' cord must be 12/3 wire grounded type. All exposed non-current carrying metal parts of fixed equipment, which are liable to be energized, shall be grounded.
8. All fountains and pumps should have Ground Fault Interruption (G.F.I.) protection.
9. Charges will be assessed for any damage to the Complex property or equipment.
10. Charges will be assessed for extra labor provided to the event promoter or vendors at rates that are listed below.

***Note:** Rates quoted for all connections cover only the bringing of service to the booth in the most convenient manner and do not include connecting equipment or special wiring.

Rate Schedule*

<u>Description</u>	<u>First Day</u>	<u>Additional Day</u>
120 Volt		
20AMP	\$40.00	\$5.00
208 Volt Single Phase		
20 & 30 AMP	\$135.00	
40 to 60 AMP	\$215.00	
70 to 100 AMP	\$350.00	
208 Volt Three Phase		
20 & 30 AMP	\$165.00	
40 to 60 AMP	\$250.00	
70 to 100 AMP	\$380.00	
200 AMP	\$720.00	
480 Volt Single/Three Phase		

Note: These rates may change to align with current electrical utility costs. Also note that at the discretion of the FSC, an electrician may be available for use by promoter/exhibitor at the following rates:

	<u>Regular</u>	<u>Floor/Overtime</u>
Electrician	\$75.00	\$112.50
Electrician Helper	\$35.00	\$52.50

Wireless Internet Service

The Farm Show Complex & Expo Center now offers free wireless internet service throughout the facility. As with any WiFi service, the connectivity level will vary throughout the Complex & Expo Center due to your location and other variables. While we intend to offer this free service at all times, we cannot guarantee that it will always be available.

IF YOU OR YOUR VENDORS REQUIRE INTERNET TO CONDUCT BUSINESS, WE STRONGLY RECOMMEND THAT YOU CONTACT A SERVICE PROVIDER TO INSTALL A WIRED CONNECTION.

**Comcast: Shawn Estes 610-790-8827
Karen Snyder 717-505-1380
Backup #: 866-663-5289**

Verizon: 800-479-1919

The free internet service offered is not secure. You should take precautions to ensure your computers are protected. Some precautionary measures may include:

- When connecting to the Farm Show wireless system, the official network name is "FreeFarmshowWIFI"
- Never leave your computer or device unattended
- Don't loan your computer or device to someone unfamiliar to you
- Properly log out of Web sites by clicking log out instead of just closing your browser, or typing in a new Internet address
- Keep passwords and account numbers secure; don't store them on your computer or device, or share them with anyone
- When transmitting confidential information (i.e., credit card information), look for "https//..." in the web page address and a locked padlock (or key) icon on your Internet browser as indicators that you are accessing a secure site
- Use a virtual private network (VPN) solution if available and supported by the network
- Use a personal firewall if available and supported by the network
- Avoid using Web-based e-mail or instant messaging that uses clear (unencrypted) text to send information you deem confidential
- Remove or disable your wireless card if you are working offline on your computer and you are not planning to connect to the wireless network

- Wireless access is provided on an "as is" and "as available" basis and the Farm Show Complex & Expo Center does not warrant that this service will be uninterrupted, error-free, or free of viruses or other harmful components.
- Users should be aware that there are security, privacy, and confidentiality risks inherent in wireless communications and technology, and the Farm Show Complex & Expo Center does not make any assurances or warranties relating to such risks.
- By using wireless Internet access, a user agrees that the Farm Show Complex & Expo Center is not liable for any costs or damages arising from use of this service and the Farm Show Complex & Expo Center does not control any materials, information, products, or services on the Internet.

*If an employee of the Commonwealth, please inquire about secure sign in through that system.



HARRISBURG BUREAU OF FIRE

123 Walnut Street Suite 220
Harrisburg, Pa. 17101
Phone: (717) 255-6464
Fax: (717) 255-6448

Fire Regulations For A Safe Event At The Complex

Smoking is prohibited in the Farm Show Complex & Expo Center.

Vendors setting up tents, canopies or membrane covering must provide the fire department with fire rating of material. Vendors must also provide any required portable fire extinguishers as needed.

Fueling/refueling of motorized vehicles must take place outside and away from the building.

Lessees should be prepared with an emergency action plan.

Outside propane tanks shall be protected by post or other approved physical barriers (jersey barriers, metal cage).

Extinguishers need to be visible, accessible and located in a conspicuous location where they will be readily accessible and immediately available for use. These locations shall be along normal paths of travel.

Exits doors shall never be blocked or tied off.

If exiting signage is blocked by display, additional signage must be installed.

All exit corridors and emergency exits must be kept clear; **No partial blocking will be permitted.**

All fire alarm pull stations must be kept clear.

Fire extinguishers may not be covered by any drapes or hidden by any type of display.

No motorized camping units or vehicles may contain more than one gallon of fuel while on display.

All pressurized fuel tanks must be drained.

All motorsports events should provide onsite fire protection for the event.

*example: Form, Purple K

Fire Regulations Continued

Automatic fire doors shall not be blocked in any way. The entire doorway must be free and clear of obstacles.

Any living trees or shrubs are acceptable as long as the shrubbery is individually bagged and baled.

Artificial trees and shrubbery must be treated with a flame proofing material. The fire official may request certification of flame proofing material.

Any type of mulch materials must be treated with a flame proofing material or watered daily. Fire official may request certification of flame proofing material.

No open flames, fires, burning of any kind will be permitted within the complex. No exterior burning is allowed unless the Department of Environmental Protection and the Bureau of Fire grants permission.

The Fire Prevention Code of Harrisburg will be strictly enforced.

Any questions contact the Harrisburg Bureau of Fire at (717) 255-6464 or fax to (717) 255-6448.

R. E. Gallatin Jr.
Fire Inspector
123 Walnut St. Suite 220
Harrisburg, Pa. 17101
Phone: (717) 255-3105

Emergency Medical Service Criteria

An emergency service provider is required to be on the Pennsylvania Farm Show Complex & Expo Center property during show hours of all events. As each event is unique and has its' own set up and tear down peculiarities, event promoters are strongly encouraged to have an emergency service provider on duty during set up and tear down hours, depending upon the nature of the show.

All emergency service providers must sign in at the Security Desk in the Cameron Street lobby upon arrival at the PA Farm Show Complex & Expo Center.

All emergency service providers must have a current certification by the Pennsylvania Department of Health. In the event that the medical provider is a doctor or nurse, they must provide a copy of their active Pennsylvania Medical License or current and active Nurses Certificate respectively.

Providers must supply the Farm Show Complex & Expo Center with a copy of their certification or license.

Providers offering services at the Farm Show Complex & Expo Center must provide proof of insurance to the Complex & Expo Center prior to the event.

Any Provider hired for an event at the Farm Show Complex & Expo Center must be able to communicate with Dauphin County Communications Center via radio.

A First Aid Station must be located within the show area or in an area immediately adjoining the show area.

All First Aid Stations must be well marked.

If the Provider needs to leave the Complex & Expo Center to transport a patient they must have replacements available.

All EMS units must bring their own supplies. The Farm Show Complex & Expo Center does not furnish supplies such as wheeled stretcher, AED, Oxygen, basic EMS supplies, radio to communicate with Dauphin County Command and all other standard equipment.

Providers must be neat, clean and in uniform.

Providers will be responsible for the clean up of any bodily fluids or debris and items must be properly disposed of.

Dauphin County Communications Center requires any EMS Unit that will be providing first aid for an event to notify them 10 days in advance when (dates and times) they will be at the Complex. They may be reached at **(717) 558-6900**.

*See page 25 for a list of service providers.

Package & Freight Delivery Information

For smooth delivery, all packages delivered to the PA Farm Show Complex & Expo Center must include:

- FULL Name of Show
- Contact Person
- Booth Number
- Contact Phone Number
- Return Address

Package Delivery Procedure Information:

1. All shipments will be delivered to the Security Desk, located in the Cameron Street Lobby.
2. Delivery personnel will deliver the package to the Security Desk, where the Security Officer will sign for the package.
3. Upon receipt of the package, the Security Officer will log the delivery on the PARCEL DELIVERY LOG and fill out a PARCEL DELIVERY CARD indicating the date and time the package was delivered and will sign the card.
4. Complex Personnel will then notify the Exhibitor or the Livestock/Event Office that a shipment has been received at the Security Desk by delivering the PARCEL DELIVERY CARD to the Exhibitor's booth or the Livestock/Event Office.
5. Exhibitors or Livestock/Event Office must then report to the Security Desk with the PARCEL DELIVERY CARD to the Security Officer and then sign and date the card to show they received the package.

Please note: No freight may be delivered to the Complex prior to date agreed upon in contract.

Any questions concerning this issue should be directed to Heidi Crager, Assistant Executive Director. Contact Ms. Crager at the Complex's Administrative Office (717) 787-5373.

For outside freight delivery services, see page 23 or table of contents.

Parking



Parking Accommodations for The Pennsylvania Farm Show Complex & Expo Center

On-Site Lot

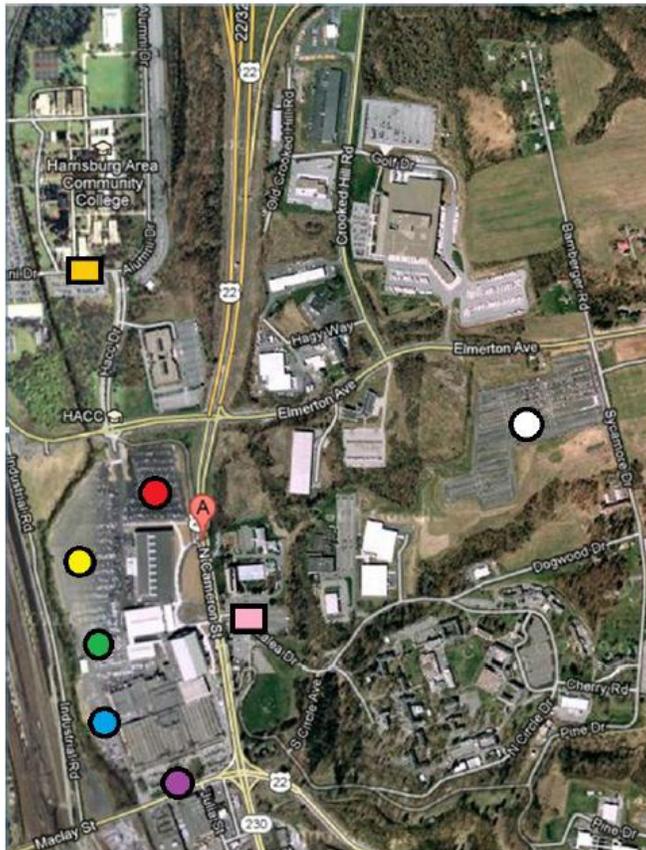
- Nearly 3,000 parking spaces
- North lot: 734 spaces; 39 handicapped
- Northwest lot: 1291 spaces
- Equine lot: 441 spaces
- West lot: 150 spaces
- Maclay lots: 149 spaces

Off-Site Lot

- Elmerton Avenue
- 3,000 parking spaces
- Free shuttle service to the Complex

Additional Parking if needed- based on availability

- HACC parking lot, 2,500 parking spaces
- PA Department of Agriculture – weekends only, 500 parking spaces



PARKING MAP

Farm Show On-Site Parking:

- -North Parking Lot
- -Northwest Parking Lot
- -Equine Parking Lot
- -West Parking Lot
- -Maclay Street Parking Lot

Farm Show Off-Site Parking:

- -Elmerton Avenue Lot

Weekend Parking as Available:

- -Department of Agriculture
2301 N. Cameron St.
- -HAAC One HAAC Drive

Regional Accommodations: Campers, Hotels & Dining

On-Site Camper Hook Up Information

130 – 30 AMP Camper Electric Services
270 – 20 AMP Camper Electric Services

See Parking Lot Security Personnel prior to hooking up any camper (717) 231-6565

\$50.00 First Day
\$10.00 Each Additional Day

Note:
Charge includes electrical connection
No water
No dumping facilities

Regional Campground Listings

www.hersheycamping.com

Hershey Highmeadow Campground
1200 Matlack Road
Hummelstown, PA 17036
800-HERSHEY or 717-534-8999

www.hbgeastcampground.com

Harrisburg East Campground & Storage
1134 Highspire Road
Harrisburg, PA 17111
717-939-4331

Regional Hotels

Check out our listing of convenient hotels to follow or see most current information provided by the Hershey Harrisburg Regional Visitors Bureau daily online. For reservation or information please call 1-877-PA Pulse www.HersheyHarrisburg.org

Regional Restaurants

See most current printed information provided on the next page by the Hershey Harrisburg Regional Visitors Bureau. For daily updates, check out the bureau's website. For reservation or information please call 1-877-PA Pulse www.HersheyHarrisburg.org

Regional Accommodations: Transportation

NOTE: THE COMPLEX DOES NOT ENDORSE THESE SERVICE PROVIDERS. THEY ARE NOT LISTED IN ANY PARTICULAR ORDER OUTSIDE OF ALPHABETICAL.

Transportation Services

See the most current information provided by the Hershey Harrisburg Regional Visitors Bureau. For transportation information please call 1-877-PA Pulse.

Taxis

AAA Yellow Cab
1109 Cumberland Road
Harrisburg, PA 17103
717-238-8100

A-AAA Alpine Taxi
7983 Paxton Street
Harrisburg, PA 17111
717-238-2020

Harrisburg City Cabs Inc.
1601 Paxton Street
Harrisburg, PA 17104
717-232-5555

Keystone Cab Company
610 South 13th Street
Harrisburg, PA 17104
717-234-4400

Limousine Services

Londonberry Limousine
655 West Cherry Street
Palmyra, PA 17078
717-838-8050

Premiere #1 Limousine Service
Jonathan R. Snavelly
301 S. Geyers Church Road
Middletown, PA 17057
717-440-4445
717-877-8818

**Star Express Limousine &
Shuttle Service**
P.O. Box 61196
Harrisburg, PA 17106
717-525-9228

Unique Limousine
1900 Crooked Hill Road
Harrisburg, PA 17110
717-233-4431
800-298-8053

Service Providers:

Decorating and Audio/Visual Production

NOTE: THE COMPLEX DOES NOT ENDORSE SERVICE PROVIDERS. THE BELOW LISTINGS ARE NOT OUTLINED IN ANY PARTICULAR ORDER OUTSIDE OF ALPHABETICAL.

Decorators & Expo Services:

Advantage Conference & Expo Services

Attn: Kevin Wehling
5187 Raynor Ave.
Linthicum, MD 21090
P: 410-789-5000
C: 443-962-7708

Event Central

Attn: Scott Schultz
665 Independence Ave. Suite H
Mechanicsburg, PA 17055
800-743-4915 or 717-554-6448
www.eventcentralpa.com

General Exposition Services

Attn: Bob Hollinger
6730 Allentown Blvd.
Harrisburg, PA 17112
717-540-8866
www.generalexposition.com

Penn State Expo

Attn: Dave Shellenhamer
2010 Greenwood Street
Harrisburg, PA 17104
717-236-6733
www.pennstateexpo.com

Shumaker: Plan, Design, Transform

Attn: Lisa Wood
240 Harrisburg Avenue
Lancaster, PA 17603
717-735-0767
www.shumakerpdt.com

Spectrum Associates, Inc.

Attn: Andre Mazzarella
69 Bohac Street
Swoyersville, PA 18704
800-972-3650 or 570-331-2400
www.spectrumtradeshows.com

Audio/Visual & Production Services:

Duttera Sound Service

118 East High Street
New Oxford, PA 17350
717-624-4986

Illusion Sound & Lighting

1185 Division Highway
Ephrata, PA 17522
717-721-6901

J.P. Lilley & Son, Inc.

2009 N Third Street
Harrisburg, PA 17102
717-238-8123

PA Entertainment Group, Inc.

Attn: Chuck Farrell
1349 Quail Hollow Road
Harrisburg, PA 17112
866-PASOUND
717-540-9430

Zeo Brothers Productions

Attn: Evan Bollentin
244 E. County Line Road
Hatboro, PA 19040
800-837-8935

Service Providers:

Printing, Signage & Promotional Items Storage & Freight Delivery

NOTE: THE COMPLEX DOES NOT ENDORSE SERVICE PROVIDERS. THE BELOW LISTINGS ARE NOT OUTLINED IN ANY PARTICULAR ORDER OUTSIDE OF ALPHABETICAL.

Printing and Signage:

David A. Smith Printing, Inc.

Attn: Steve Yingling
742 South 22nd Street
Harrisburg, PA 17104
800-564-3117
717-564-3719

Fast Signs

Attn: Christie Gardner
4315 Jonestown Road
Harrisburg, PA 17109
717-657-3800
717-460-7347

FedEx Kinko's

3462 Paxton Street
Harrisburg, PA 17104
717-561-0740

Speedpro Imaging

Attn: Dave Higgins
75 Utley Drive, Suite 110
Camp Hill, PA 17011
717-737-5083

Signarama

Attn: Chris Brandenburg or Andy Campbell
6110 Derry Street
Harrisburg, PA 17111
717-561-9895
www.signarama-harrisburg.com

Advertising, Marketing and Promotional Items:

Maryland Brand Management

Attn: Trey D'Ambrogi
Portal Street
Baltimore, MD 21224
800-899-8337
410-633-0309

Star Promowear

2409 Herr Street
Harrisburg, PA 17103
717-561-4142
800-360-4142

Kegerreis Outdoor Advertising

Attn: Rebecca Bowling
1310 Lincoln Way East
Chambersburg, PA 17202
717-830-1777
rbowling@kegerreis.com

Storage & Freight Delivery Services:

Discount Self Storage

Attn: Amy Mason
50 South Cameron Street
Harrisburg, PA 17101
717-831-8933
717-233-3800

General Exposition Services

Attn: Bob Hollinger
6730 Allentown Blvd
Harrisburg, PA 17112
717-540-8866
877-436-8866

Pilot Freight Services

Attn: Jamie Gatrell
2731 Turnpike Industrial Drive
Middletown, PA 17057
717-985-6433
866-945-4940

Service Providers:

Common Event Rentals & Services

NOTE: THE COMPLEX DOES NOT ENDORSE SERVICE PROVIDERS. THE BELOW LISTINGS ARE NOT OUTLINED IN ANY PARTICULAR ORDER OUTSIDE OF ALPHABETICAL.

Communications & Technology:

Communications Electronics

Attn: Harold Burkholder
5321 Jaycee Avenue, Suite C
Harrisburg, PA 17112
717-671-7103
717-903-6706

Triangle Communications

99 15th Street
New Cumberland, PA 17070
1-888-591-7455

FGV Media

Video Production and Live Streaming
Attn: Jessica Wolfe
6 State Road, Suite 111
Mechanicsburg, PA 17050
717-975-9210
Jessica@fgv.com

Golf Carts:

Golf Cart Services, Inc.

4296 York Road
New Oxford, PA 17350
717-624-2900

Renninger's Golf Carts

1503 Reading Road
Mohnton, PA 19540
717-445-5442

Best Line Equipment

Attn: Dave Feldman
6700 Allentown Blvd
Harrisburg, PA 17112
717-226-7876
dfeldman@bestline.com

Tents:

Event Central

Attn: Scott Schultz
665 Independence Ave., Suite H
Mechanicsburg, PA 17055
800-743-4915 or 717-554-6448

Hornungs Rentals

6005 Blue Bird Ave
Linglestown, PA 17112
717-545-6736

Ushers:

Zembo Shrine Ushers

Contact Mead Wilt
717-774-1171 or lewmrw@verizon.net

Other Services:

Over the Top Balloons

(Balloons)
Attn: Mike Leibfried
19 Bare Road
Mechanicsburg, PA 17050
717-649-5226
www.overthetopballoons.com

Best Line Equipment

(Forklifts, Generators, Utility Equipment)
Attn: Dave Feldman
6700 Allentown Blvd
Harrisburg, PA 17112
717-226-7876
dfeldman@bestline.com

High Peak Tent Rentals

Attn: Todd Weyant
119 Petersburg Road, Suite A
Carlisle, PA 17013
717-258-8006 or 1800-500-TENT

Tall Pines Celebrations

2900 East Harrisburg Pike
Middletown, PA 17057
717-944-2352

BRP Entertainment

(Entertainment Consultants)
Attn: Ann Marie Knorr
325 Laudermilch Road, Suite 103
Hershey, PA 17033
717-761-7612
aknorr@brpentertainment.com

Keystone Mobility

(Motorized scooters)
8118 Adams Drive
Hummelstown, PA 17036
717-483-8140
contactus@keystonemobility.com

Medical Contacts:

See page 17 for EMS requirements. Note: It is the SHOW'S responsibility to ensure that these guidelines are followed. We recommend you review page 17 with your EMS service.

Advantage Ambulance, Inc.

Attn: Thierry Denecker
733 Firehouse Lane
Harrisburg, PA 17111
717-564-8100
717-554-1605

First Aid Services Team

Attn: Kevin Koller
470 Surrey Drive
Lancaster, PA, 17601
717-368-3000
Fax: 717-581-1044

Med Ex Ambulance Service

Attn: Frank Klinger
3589 Peters Mountain Road
Halifax, PA 17032
717-827-3063
Fax: 717-827-3058

Susquehanna Township EMS

108 Short Street
Harrisburg, PA 17109
717-545-0842
Fax: 717-540-7372

Yellow Breeches EMS

Attn: Bryan Dunn
233 Mill Street
Mt. Holly Springs, PA 17065
717-712-4609
717-226-0660

Community Life Team

2222 Paxton Street
Harrisburg, PA 17111
717-236-5947
Fax: 717-238-4238

J.E.T. Response

Attn: Jay Trimble
123A Old York Road
Dillsburg, PA 17019
717-756-1824

Special Event Emergency Medical Services

Attn: Tom Alleman
575 Ridge Road
Dillsburg, PA 17019
717-218-3018
Fax: 717-218-3017

UDCES Inc. Medic 6

466 West Main Street
Elizabethville, PA 17023
717-362-6336
Fax: 717-362-6337

Private Security Contacts:

See page 5 of your contract. Note: It is the SHOW'S responsibility to ensure that the guidelines for security are followed.

Information Network Associates, Inc

Attn: Richard Carpenter, Ed Cosgrove
5235 North Front Street
Harrisburg, PA 17110
717-599-5505
800-443-0824
Fax: 717-238-4238

Pinnacle Health

Community Life Team

Attn: Brandon Shetterly
2222 Paxton Street
Harrisburg, PA 17111
717-236-5947, ext 23
Fax: 717-238-4238

Special Event Emergency Medical Services

Attn: Tom Alleman
575 Ridge Road
Dillsburg, PA 17019
717-218-3018
Fax: 717-218-3017

The Stoeffler Group, LLC

Attn: William G. Stoeffler
P.O. Box 399
Elizabethville, PA 17023
888-812-9104
717-943-4268 cell

Rodney Henninger

717-443-4289

Retired Harrisburg Police

Attn: Frank Favasuli
717-939-0715

Keystone Medical Response

Attn: Karen
7800 Allentown Road
Harrisburg, PA 17112

J.E.T. Response Medical Transport

Attn: Elizabeth Fronk
170 Logan Road
Dillsburg, PA 17019

Catering and Concessionaire Information

Catering a box lunch, a five-course wedding reception or formal dinner banquet, Centerplate covers all the bases of the Pennsylvania Farm Show Complex & Expo Center's food needs. And they do it with style!

Centerplate is one of the largest hospitality companies in the world, with 250 North American sports, entertainment and convention venues. They are the largest food service provider for the NFL, a major provider to professional baseball, and they partner with five of the top ten most active convention centers. No stranger to marquee events, Centerplate hosted countless landmark occasions, including 11 Super Bowls, 19 World Series, 15 official U.S. Presidential Inaugural Balls, more than 100 major College Bowl Games and the largest plated dinner in history at the Alpha Kappa Alpha Centennial Celebration. Centerplate attributes this continued growth and success to an unwavering commitment to their E³ formula: **Executing Extraordinary Experiences.**

General Manager Mike Kemnitz and Assistant General Manager Carmen Kemnitz return to our facility to offer their expertise in foodservice. They are joined by Executive Chef Kasey Kirk, and Concession Manager Jessica Cooper-Brooks.

Special services include valet parking, vendor appreciation parties, concession themed events, movie night at the Expo Center, ice cream socials and many more exciting offers.

For more information on planning the food selections at your event, call 717-233-3120. Our menu is also available on the Farm Show Complex website.



Driving Directions

Use Mapquest at www.mapquest.com, or see directions below.

40.3,-76.9 Approx. GPS Coordinates

TRAVELING WEST ON THE PENNSYLVANIA TURNPIKE: Take Exit 247. Travel north on PA-283, which merges with I-83. Follow I-83 north and merge with I-81 South. Take Exit 67A for Cameron Street off I-81. Follow signs to Spectator or Exhibitor Parking.

TRAVELING EAST ON THE PENNSYLVANIA TURNPIKE: Take Exit 236. Travel north on Route 15 to 581 West. Travel west on 581 and merge onto I-81 North. Follow I-81 North across the Susquehanna River, and then take Exit 67 for Cameron Street off I-81. Follow signs to Spectator or Exhibitor Parking.

FROM THE HARRISBURG INTERNATIONAL AIRPORT: Head north on 441 to 283 North. Travel north on PA-283, which merges with I-83. Follow I-83 North and merge with I-81 South. Take Exit 67A for Cameron Street off I-81. Follow signs to Spectator or Exhibitor Parking.

FROM THE WEST SHORE/CARLISLE: Take I-81 North to Exit 67A for Cameron Street. Follow signs to Exhibitor and Spectator Parking.

FROM DOWNTOWN HARRISBURG: Take Second Street north to the 2100 block and turn right onto Maclay Street. Follow Maclay Street east across the railroad bridge to the traffic light at the Farm Show Building. Turn left onto Cameron Street and travel north. Follow signs to Exhibitor and Spectator Parking.

FROM THE NORTH: Take 11/15 South following the Susquehanna River to I-81. Follow I-81 North across the river and take Exit 67A for Cameron Street. Follow signs to Exhibitor and Spectator Parking.

FROM THE UPPER DAUPHIN AREA: Take Route 147 South or Route 225 South to Route 322 (River Relief Route). Route 322 becomes Cameron Street after crossing over I-81. Follow signs to Exhibitor and Spectator Parking.

FROM HERSHEY: Take Route 322 West to I-83 North and merge with I-81 South. Take Exit 67A for Cameron Street. Follow signs to Exhibitor and Spectator Parking.

FROM LANCASTER: Take 283 North towards Harrisburg to I-83 North and merge with I-81 South. Take Exit 67A for Cameron Street. Follow signs to Exhibitor or Spectator Parking

FROM YORK: Take I-83 North across the Susquehanna River. Follow I-83 North and merge with I-81 South. Take Exit 67A for Cameron Street. Follow signs to Exhibitor or Spectator Parking.

FROM LEBANON: Take I-81 South towards Harrisburg. Take Exit 67A for Cameron Street. Follow signs to Exhibitor or Spectator Parking.

FROM PROGRESS AVE EXIT OFF 81 NORTH: Take Exit 69. Merge right with Progress Avenue Traffic. Turn right onto Elmerton Avenue at traffic light. Follow signs Exhibitor or Spectator Parking.

FROM PROGRESS AVE EXIT OFF 81 SOUTH: Take Exit 69. Turn right at traffic light onto progress Avenue. At second traffic light turn right onto Elmerton Avenue. Follow signs to Spectator or Exhibitor Parking.

Contact Information - Pennsylvania Farm Show Complex & Expo Center

Pennsylvania Farm Show Complex & Expo Center

2300 North Cameron Street

Harrisburg, PA 17110-9433

Phone: 717- 787-5373

Fax: 717-783-8710

www.farmshowcomplex.state.pa.us

Administration	717-787-5373
Michael Waugh, Executive Director.....	717-783-0588
Heidi Crager, Assistant Executive Director.....	717-724-6941
Morgan Firestine, Show Management, Commercial Events Division.....	717-724-6940
Jim Sharp, Show Management, Livestock Division.....	717-346-4235
Deb Trump, Farm Show Coordinator.....	717-724-6942
Doug Cleckner, Meeting/Special Events Coordinator.....	717-787-5374
Sharon Altland, Director of Sales.....	717-231-2991
Administration Fax:.....	717-783-8710
Livestock Fax:.....	717-705-9900

Maintenance

Building Maintenance Manager.....	717-346-3242
Jason Morgenstern, Building Maintenance Supervisor.....	717-237-7350
Jake Ramsey, Utility Plant Supervisor.....	717-234-2724
Jason Mahoney, Electrical Foreman.....	717-783-2141

Security

Shiree Woodford, Chief of Security.....	717-346-4233
24-Hour Security.....	717-231-6565 or 717-231-6567

CENTERPLATE, Exclusive Farm Show Concessionaire and Caterer

Mike Kemnitz, General Manager.....	717-233-3120
Carmen Kemnitz, Catering Manager.....	717-233-3120
Kasey Kirk, Executive Chef.....	717-233-3113
Jessica Cooper-Brooks, Concessions Manager.....	717-233-3113
Fax:.....	717-233-3123

Orientation Map

Note:

Contact Show Management for any additional maps or photos you may need, from individual hall schematics to meeting room layouts.

