

THE ORIGINAL: SINCE 1983

---

# BRIDAL SHOWCASE

---

MOUNTAIN AMERICA EXPO CENTER

EXHIBITOR MANUAL  
IMPORTANT PLEASE READ

**JANUARY 3rd, 2026**  
**MOUNTAIN AMERICA EXPO CENTER**  
**9575 SOUTH STATE STREET**  
**SANDY, UTAH 84070**

© 2025 Greenband Enterprises, LLC. All rights reserved.

The following document is a production of Greenband Enterprises, LLC and is protected by U.S. copyright laws. Greenband Enterprises, LLC reserves all rights to this document and the confidential trade information provided here-in less the portions and content that are publicly available or were produced and provided by third parties specifically for inclusion in this document. This document was produced solely to provide information to contracted exhibitors and to help facilitate the production of The Original Bridal Showcase. Dissemination of this document and the contents herein for any reason other than its intended purpose as stated above without written permission is prohibited. Any product names, logos, brands and other trademarks or images featured or referred to within this document are the property of their respective trademark holders.

Greenband Enterprises  
4525 South 2300 East  
Holladay, Utah 84117

Tel: (801) 485-7399 Fax: (801) 485-0687

**[www.slcbbridalshowcase.com](http://www.slcbbridalshowcase.com)** or **[greenband.com](http://greenband.com)**

Drafted: 11/18/2025

# TABLE OF CONTENTS

<b>Check List &amp; Deadlines .....</b>	<b>3</b>
<b>Move-In Chart .....</b>	<b>4</b>
<b>Parking .....</b>	<b>4</b>
<b>Rules, Regulations &amp; Booth Information .....</b>	<b>5</b>
<b>Internet / WiFi .....</b>	<b>5</b>
<b>Show Logo .....</b>	<b>5</b>
<b>Contractor Directory .....</b>	<b>6</b>
<b>Permits &amp; Taxes .....</b>	<b>6</b>
<b>Exhibitor Credentials .....</b>	<b>6</b>
<b>Social Media / VIP Tickets .....</b>	<b>6</b>
<b>Certificate of Insurance Liability .....</b>	<b>7</b>
<b>Electrical Guideline Examples .....</b>	<b>8</b>
<b>MAEC Battery Powered Electrical Outlet Policy .....</b>	<b>9</b>
<b>Best Western Cotton Tree Inn Information .....</b>	<b>10</b>
<b>Where To Stay .....</b>	<b>11</b>
<b>Notatek - Profesional Signs .....</b>	<b>12</b>

# CHECK LIST & DEADLINES

- Return signed contract.
- Exhibit space paid in full by December 2nd, 2025.
- Move-in times and show hours scheduled with your employees.
- Submit a list of all employees that will work the show by December 20th, 2025. Please review Page 6 for the show's official exhibitor credential policies. A maximum of four (4) credentials will be allotted for each 10X10 exhibit space.
- Procure required liability insurance coverage for the show. See Page 7 for details.
- Professional signs and banners only. See Pages 5 & 12 for further information.
- You can bring your own carpet, chairs, tables, skirting and decor. If needed, you can order these things and electricity from Modern Exposition by Friday, December 19, 2025 to get the best price. Call (801) 983-8160. Please see Page 5 for items not allowed for use at the show. Battery powered electrical outlets are prohibited by MAEC. See Page 9 for details.  
\*Service kit found at [greenband.com](http://greenband.com)
- Paid wired internet or WIFI must be ordered from the MAEC facility. Alternatively, we recommend using your own hot spot if available. Review Page 5.
- Exhibitor credentials may be picked up during move-in and show day at the Show Office in Room 400.
- Review Sales Tax License information see Page 6.
- Note: Show Hours are January 3rd, 2026 11AM to 5PM.

**More information may be found at [Greenband.com](http://Greenband.com) or by calling Greenband Enterprises, LLC at 801-485-7399**

# MOVE-IN INFORMATION

**MOVE-IN: JAN. 2**

Friday: 11am-8pm

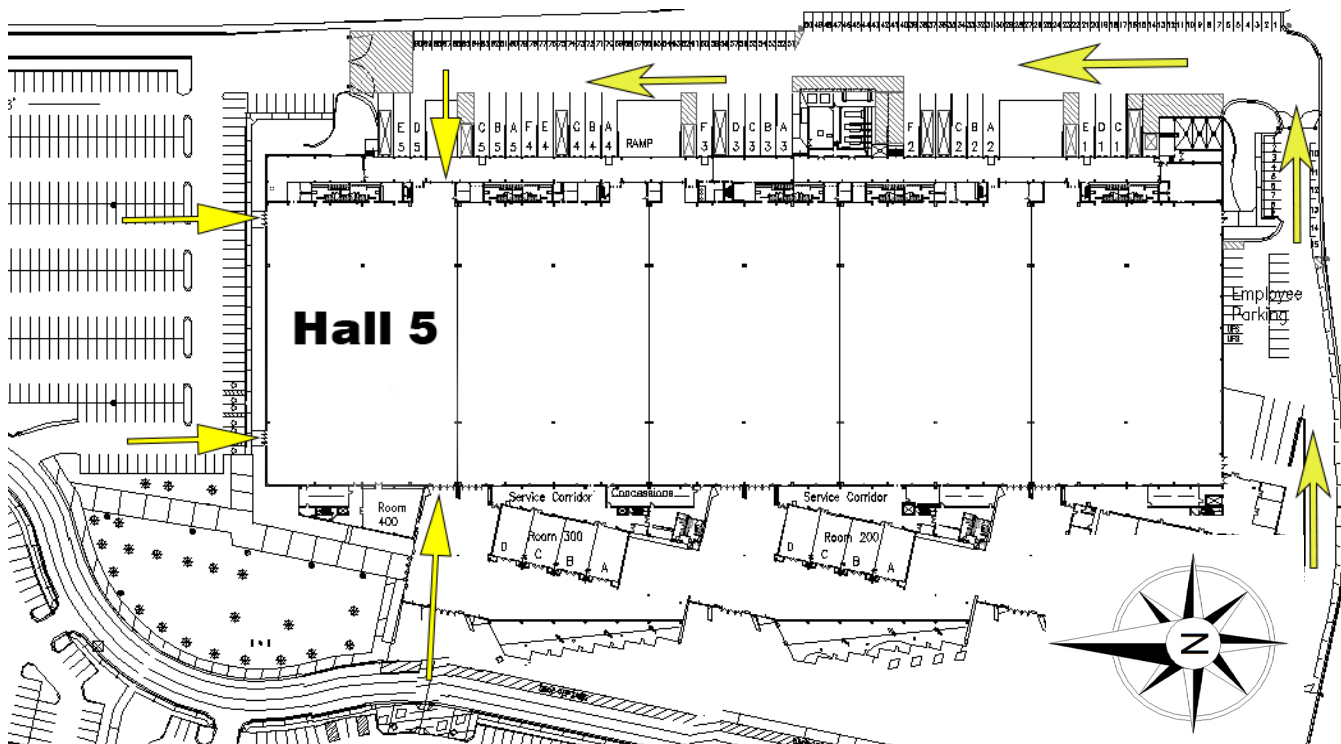
**SHOW HOURS: JAN. 3**

Saturday: 11am - 5pm

**MOVE OUT: JAN. 3**

Saturday: 5:15pm - 8:00pm

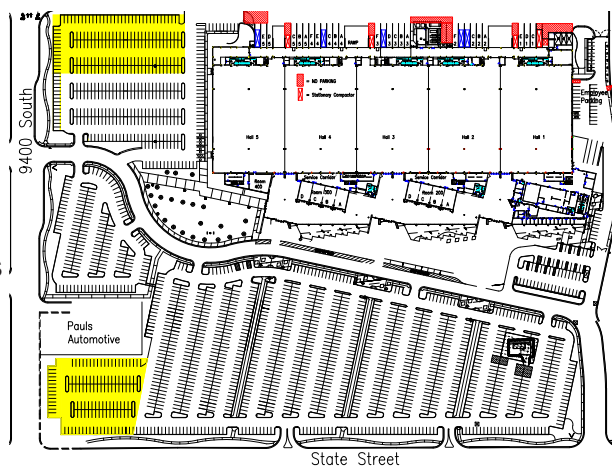
- All Exhibits must be paid in FULL with a Signed Contract before move-in. All exhibitors must first check-in at Show Office Room 400 before you move-in.
- All Exhibits must be setup by 10:00 AM on Saturday, January 3rd.
- No move-out before 5:15pm Saturday, January 3rd.



- There are three move-in entrances:
  1. North side of building through side doors.
  2. West side of building, glass doors.
  3. East side (back) of the building, Dock Door 5 for Drive-In vehicles. Must Enter through South Gate.
- Earlier move-in will ensure easier access.
- You can drive your vehicle into hall 5 for move-in on Friday, January 2nd until 6pm only.
- No vehicles will be allowed to drive in on Saturday, January 3rd.
- **ALL EXHIBITS MUST BE REMOVED BY 9:00 PM SATURDAY, JANUARY 3rd.**

## PARKING

- Exhibitors are asked to park in the North-West and North-East sections of the parking lot (yellow areas on the map).
- No trailers or vehicles with company logos, names or banners are allowed in the Mountain America Expo Center parking lots. These vehicles will be subject to towing and/or fines.



# **RULES, REGULATIONS & BOOTH INFORMATION**

Our top priority is to produce a quality event. Two very important aspects to doing this are: maintaining the visual integrity of the show and creating an atmosphere where all exhibitors can do business. The following Rules and Regulations help us to maintain these aspects:

- **All accounts must be paid in full before move-in.**
- **Booth sharing is strictly prohibited.** Each exhibitor and company is required to have their own contract, stating their products and services, and liability insurance.
- No literature from another company may be displayed in or handed out in your space.
- Working in the aisles or distributing literature from any other area than your booth is prohibited. All promotional activity must take place inside your contracted space.
- Music and A/V equipment must be operated at a reasonable level. Do not disturb your neighbors. Show management reserved the right to refuse the use of audio equipment.
- Microphones are NOT permitted.
- We encourage free standing professional displays. All hard wall displays must have their backsides finished. Unfinished backs are visually offensive and may negatively impact your neighbor.
- **Signs MAY NOT exceed 8 feet.** This is the height of the back drape of the booth.
- No paper banners or hand written signs allowed.
- Rotating, flashing, strobe or projection lights are not permitted.
- No drones, balloons, blimps or banner flags allowed. Tear drop flags are allowed within your exhibit space only.
- No cut evergreen trees or straw bales. All materials used in exhibit must be fire retardant.
- Battery Powered Electric Outlets are restricted by MAEC. See Page 9 for details.
- **The Expo Center is not carpeted.** If you would like to have flooring, you may bring your own or order carpet from Modern Expo. If you bring your own, please ensure it does not extend beyond the dimensions of your contracted space. If you would like to order carpet from Modern Expo.
- No booth contents, signs or flags may protrude into the aisle or beyond the depth limits of the booth dividers.
- All tables must be covered and skirted.
- Exhibitors must man their booths during all show hours.
- Exhibitor is responsible for any facility damage your staff or outside contractors create.
- **Early move-out is strictly prohibited. No move-out will allowed before 5:15 pm Saturday.**

## **INTERNET / WIFI**

Many exhibitors bring their own wireless hot-spots to avoid facility internet fees, or use the hot spot feature on their cellular telephone. Internet can be per-ordered through the facility for hard-lines. Facility WiFi can be connected at show time with no prior notice needed. WiFi is charged per-device, per-day. Scan the QR code for direct access to the MAEC official order form or contact MAEC at (385) 468-2284.



## **SHOW LOGO**

- The official show logo is available for download on [www.greenband.com](http://www.greenband.com) for your marketing use.

# **CONTRACTOR DIRECTORY**

## **MODERN EXPOSITION SERVICES**

Decorator, Chairs, Tables, Electricity, Carpet:  
500 South 3370 West  
Salt Lake City, Utah 84104  
Tel: (801) 983-8160  
Expo@modernexpo.com

## **NOTATEK**

Professional Signs:  
1584 South 580 East  
American Fork, Utah 84006  
Tel: (801) 796-1411  
Ashton@signcityonline.com

## **MOUNTAIN AMERICA EXPO CENTER**

Show Facility, Gas and Water:  
9575 South State Street  
Sandy, Utah 84070  
Tel: (385) 468-2260  
**Telephone & Internet:**  
Darren Satterwith: (385) 468-2284  
Darrens@mountainamericaexpo.com

## **SODEXO LIVE!**

**Facility Concessions & Catering: Alisi Kaihau**  
Tel: (385) 301-2780  
Alisi.Kaihau@sodexo.com

# **PERMITS & TAXES**

## **UTAH STATE SALES TAX**

Businesses performing Cash and Carry sales at the show are solely responsible for filing and securing a (TC-790C) Temporary Sales Tax License from the Utah State Tax Commission. You must confirm your license number with Greenband Enterprises in order to participate in the show. To file, go to <https://tax.utah.gov/sales/specialevents>.

## **FOOD SAMPLING**

Exhibitors who process or distribute food in their normal course of business and would like to distribute food samples may be allowed, provided their food samples are no larger than bite size, and the beverages are no larger than three (3) ounces.

# **EXHIBITOR CREDENTIALS**

### **• To receive credentials, Exhibitors must:**

- 1.** Be paid in **FULL**,
- 2.** Have a **signed contract** on file with the show office, and
- 3.** Have a current **Certificate of Insurance Liability (COI)** on file with the show office.

If you have any questions regarding whether your business has not completed the above requirements to receive show credentials, please contact us at: 801-485-7399.

• Please submit the names of all people you expect to work your exhibit space by December 20th, 2025 to [Matt@Greenband.com](mailto:Matt@Greenband.com), on Excel spreadsheet to reserve show credentials.

• All exhibitors are required to have official credentials to enter the event. Credentials may be picked up at the Official Show Office 400A.

• One (1) exhibitor credential admits one (1) exhibitor only.

# **SOCIAL MEDIA / VIP TICKETS**

• As an exhibitor, you are granted access to an exclusive discount code, "[WB26E](#)", that will provide free Admit One VIP tickets when entered online at checkout. This code is intended to provide free tickets for your family, friends, and special guests. We highly encourage all exhibitors to send a special invite to their customers or to do a giveaway through social media for a free ticket courtesy of you.

## Certificate of Insurance Liability

In order to participate as an exhibitor, your business must secure liability insurance coverage for the event. The insurance coverage must meet the requirements as stated in the terms and conditions of your executed event contract. You must provide Greenband Enterprises, LLC with a copy of the formal certificate which evidences that you have secured the liability insurance and that it meets the required criteria. Please ensure that your Certificate of Insurance Liability (“COI”) is provided to Greenband Enterprises LLC no later than 30 days prior to the start of the event. Failure to procure and submit the COI of your contractually obligated insurance coverage may be grounds for dismissal from the event. Further information and FAQ’s may be found below. For further questions, call Greenband Enterprises at 801-485-7399. Submit your official COI to: ShowInfo@Greenband.com

1. What is a COI? A Certificate of Insurance Liability is a document provided by your insurance carrier which represents that you have acquired liability insurance and the specifics of that insurance coverage. **Note: This should be a free or minimal expense addition to your existing liability insurance coverage.**
2. How is this different from your general insurance policy? While each business has different policy coverage needs that relate directly to their business operation, this coverage often does not extend to off-site business practices, such as our consumer show event.
3. What Should It Cover? The comprehensive certificate that you are required to provide us with should specifically warrant that you have acquired general liability coverage and all risk property insurance for our consumer show event. The insurance shall be primary, non-contributing, and shall provide coverage of at least \$1,000,000 for each separate occurrence.
4. How Long? It should cover the entire time of the event from the first move-in date to the last move-out date.
5. Who? It should relate specifically to your operation at our event and should insure both you (the exhibitor) as well as the following: Salt Lake County, Mountain America Expo Center, ASM Global, Greenband Enterprises LLC, and its Officers, Agents and Employees as additional insureds.
6. Certificate Holder: Greenband Enterprises, LLC should be listed as the appropriate Certificate Holder.
7. For further information, refer to the below excerpt taken from the Exhibitor Contract Terms & Conditions:

### **LIABILITY AND INSURANCE**

The Exhibitor shall at its own expense obtain, maintain, and supply a copy of which to Greenband Enterprises, a comprehensive certificate of general liability and all risk property insurance policy acceptable to Greenband for a period commencing on the first move-in date and terminating on the last move-out date. The policy shall name SL County, MAEC, ASM Global, Greenband Ent. and its Officers, Agents and Employees as additional insureds and shall insure both exhibitor and said additional insureds against all claims of any kind arising from or in any way, in whole or in part, connected with the exhibitor’s presence or operation at the show. This insurance shall be primary, non-contributing, and shall provide coverage of at least \$1,000,000 for each separate occurrence. Exhibitors without a current, valid certificate on file with Greenband will not be allowed to move into the show and will forfeit all exhibitor fees.

The Exhibitor is responsible to insure their own exhibit, personnel, display and materials from any damage or loss through theft, fire, accident or other cause and accepts all risks associated with the use of the exhibit space and its environs. The Exhibitor shall not make any claim or demand or take any legal action, whatsoever, against Greenband, the Show sponsors or the facility in which the Show is held, for any loss, damage or injury howsoever caused, to the Exhibitor, its officers, directors, agents, representatives, and employees or their respective property.

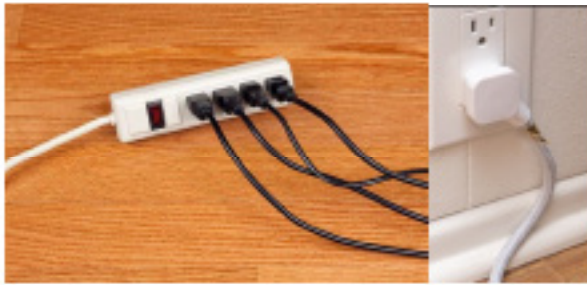
Neither Greenband nor the facility will assume liability for loss or damage, through any cause, of equipment, products, goods, exhibits or other materials owned, rented or leased by the Exhibitor.

Exhibitor is responsible for any facility damage you or your staff cause.

# Sandy City Fire Department Electrical Guidelines Examples For The Mountain America Exposition Center



## Proper Way To Use Your Surge Protector



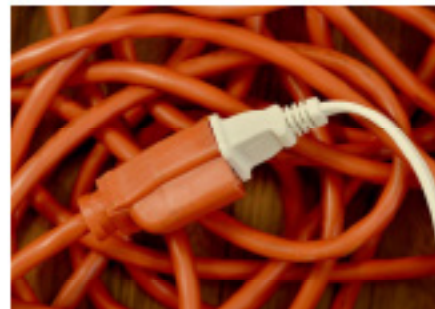
No Surge Protection

## Approved Plug End With Ground



No Ground

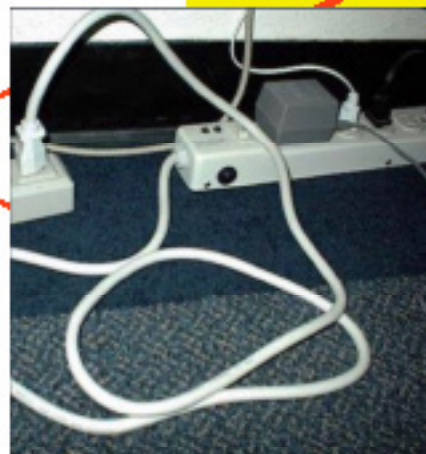
## Know The Proper Size Power Supply For The Total Amps Used



NO Daisy Chaining Of: Power Cords, Surge Protectors, Or Outlet Splitters.



NO Homemade Power Splitters Allowed EVER, For Any Reason.





### **Battery Powered Electric Outlets (BPEO)**

SMG retains the right to provide and charge for utility hook-ups, including electricity, for the Event and any of its demands. This service may be provided by SMG through a third-party contractor. Battery powered electric outlets are permitted under the following conditions:

- BPEO is intended to power a small electronic device (like a tablet or cell phone).
- BPEO is UL listed or Classified UL
- BPEO cannot accept a two or more-pronged plug

Show management is responsible for enforcing this policy. Refer to the images below for examples of permitted and prohibited equipment at the venue.



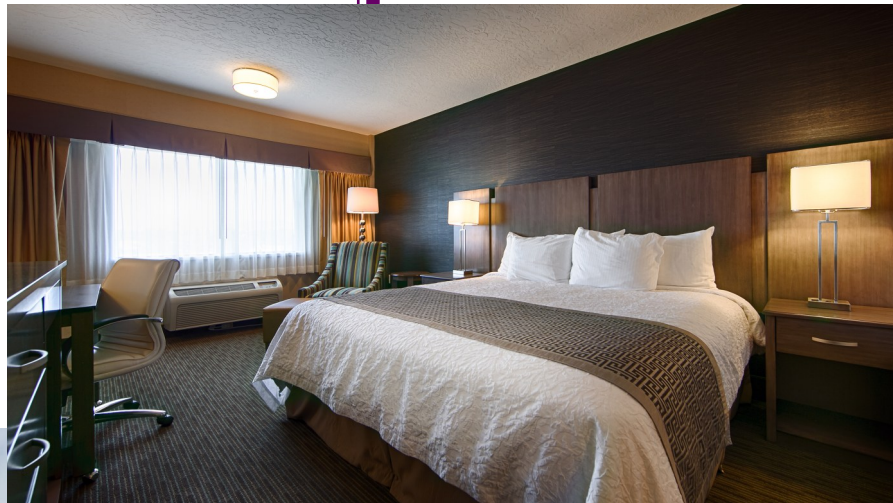
# 43RD ANNUAL ORIGINAL BRIDAL SHOWCASE

## ACCOMMODATIONS & AMENITIES

- Complimentary hot breakfast
- Indoor pool, hot tub and fitness center
- High speed wireless internet
- Plenty of large vehicle/ bus parking
- 24 hr. laundry facilities

## SPECIAL GROUP RATE OF \$112

YOUR CHOICE OF 1 KING  
SIZE BED OR 2 QUEENS



# January 3rd, 2026

Mention:

Bridal Showcase

when booking  
over the phone at  
801-523-8484 or  
Book Online



 **Best  
Western  
PLUS**  
CottonTree Inn 

Contact **Kris Larson**  
with any questions at  
[KRISL@COTTONTREE](mailto:KRISL@COTTONTREE)  
[MANAGEMENT.COM](http://MANAGEMENT.COM)

Best Western Plus CottonTree Inn (801) 523-8484 10695 South Auto Mall Drive Sandy, UT 84070

# WHERE TO STAY

Salt Lake City lodgings offer visitors superior value compared with many other cities its size. Most hotels are close to entertainment, restaurant & shopping districts. Airport area hotels are available, but downtown Salt Lake & Sandy locations offer a more diverse selection. The winter ski season and holiday events attract many visitors, so make reservations well in advance for those times.

The Mountain America Exposition Center is located in Sandy, Utah 9 miles south of downtown Salt Lake City. The exhibition Center is 18 miles from Salt Lake City International Airport. For your convenience, below is a sampling of accommodations close to the Mountain America Exposition Center; it is not intended to be a comprehensive or even recommended list.



Best Western CottonTree  
10695 S. Auto Mall Dr.  
Sandy, Utah 84070  
(801) 523-8484



Holiday Inn Express  
10680 S. Auto Mall Dr.  
Sandy, Utah 84070  
(801) 495-1317



Courtyard by Marriott  
10701 S. Holiday Park Dr.  
Sandy, Utah 84070  
(801) 571-3600



Residence Inn by Marriott  
270 West 10000 South  
Sandy, Utah 84070  
(801) 561-5005



Hampton Inn  
10690 S. Holiday Park Dr.  
Sandy, Utah 84070  
(801) 571-0800



Econo Lodge  
7263 Catalpa St.  
Midvale, Utah 84047  
(801) 561-0058



Hyatt House  
9685 S. Monroe Street  
Sandy, Utah 84070  
(801) 304-5700



Fairfield By Marriott  
6433 South Highland Dr.  
Holladay, UT 84121  
801-406-1066



Ramada  
12605 Minuteman Dr.  
Draper, Utah 84020  
(801) 486-2400



Super 8 Motel  
10722 Frontage Rd  
South Jordan, Utah 84095  
(801) 553-8888



Hilton Garden Inn SLC  
277 West Segoe Lily Drive  
Sandy, Utah 84070  
801-352-9400



Sleep Inn  
10676 Frontage Rd,  
South Jordan, Utah 84095  
(801) 572-2020

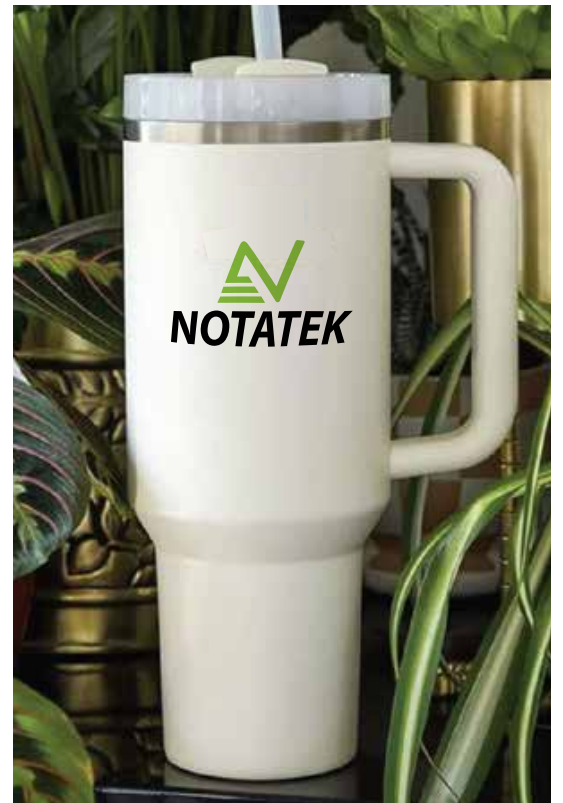


Holiday Inn South Jordan  
10499 S Jordan Gateway  
South Jordan, Utah 84095  
(801) 553-1151



The Grand America Hotel  
555 Main St  
Salt Lake City, UT 84111  
(801) 258-6000

**LOOKING FOR  
GIVEAWAY OR  
PROMOTIONAL  
ITEMS FOR  
YOUR 2026  
TRADESHOWS?**



**25% OFF**

**YOUR FIRST PROMOTIONAL  
PRODUCTS ORDER WITH US**

USE CODE **GB2026** WHEN PLACING YOUR ORDER



**Contact Ashton Sanford 801-796-1411 or [ashton@gonotatek.com](mailto:ashton@gonotatek.com)**