



## Exhibitor Instruction Letter

Advanced Discount Deadline Date: Friday, October 3, 2025

Bucks and Montgomery  
County Home Show  
Newtown Athletic Center  
October 18-19, 2025

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### Dear Exhibitor:

Welcome to the online exhibitor service kit for the upcoming **Bucks and Montgomery County Home Show** being held at **The Newtown Athletic Center on October 18-19, 2025**

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 **Bucks and Montgomery County 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](http://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: **Bucksmont**

**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 **Bucks and Montgomery County Home Show**, and one of our Event Services Representatives will be happy to assist you.

# ELECTRIC ORDER FORM

## Show Information

Show Name: Bucks & Montgomery County Home Show      Show Code: WA F25  
Venue: Newtown Sports Training Center      Show Dates: October 18 & 19, 2025

## Exhibitor Information

Company Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
Contact Name: \_\_\_\_\_ Email Address: \_\_\_\_\_

## Order

To receive the advance rate, this form must be submitted via email no later than **October 15, 2025**.

All forms must be submitted no later than the Wednesday before the show starts to ensure your order is processed.

Onsite orders are subject to availability and cannot be guaranteed—placing your order before the submission date is strongly recommended.

| Service                      | Advanced Rate | Floor Rate | Quantity | Total (Includes Tax) |
|------------------------------|---------------|------------|----------|----------------------|
| Electrical Drop (500 Watts)  | \$100.00      | \$150.00   |          |                      |
| Electrical Drop (2000 Watts) | \$200.00      | \$250.00   |          |                      |

Total Charges: \_\_\_\_\_

## Payment

Payments can only be made online. Please visit [acsshows.com](http://acsshows.com) > I Am An Exhibitor > Pay For Your Booth Online or click the link below:  
[www.acsshows.com/current-exhibitors/pay-for-your-booth/1](http://www.acsshows.com/current-exhibitors/pay-for-your-booth/1)

Please select the show you are exhibiting in. In the "Invoice Number" field, enter "Electric" as your invoice number.

A confirmation email will be sent to you once the payment has been processed. All orders must be paid in full before services will be provided.

## Submit Your Completed Form

Once you've completed this form, please email it to ACS via the email and subject line below.

Email Address: [orders@acsshows.com](mailto:orders@acsshows.com)

Email Subject Line: WA F25 - Electric Order Form

For questions or assistance, please feel free to reach out to [info@acsshows.com](mailto:info@acsshows.com).