

IABA

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2026 IABA Home Show Vendor Packet

Welcome and thank you for participating in the IABA Home Show. We have an incredible lineup of businesses and agencies in this year's show and we know with your help and enthusiasm, we will produce another very successful event. This is the official Home Show packet and it should answer most, if not all, of your questions about the event.

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Where can I get my passes?

At the vendor check in table during move-in

What are the hours of the show?

Move-in:

Thursday, Mar 26 8am - 7pm

Friday, Mar 27 8am - 2pm

Show Hours:

Friday, Mar 27 2pm - 7pm

Saturday, Mar 28 10am - 6pm

Sunday, Mar 29 11am - 5pm

Move-out:

Sunday, Mar 29 5pm - 11pm

*** Booth fees are due in full Mar 1.**

**For those of you that have an outstanding balance, we have emailed a statement.
If you do not receive a statement, you are paid in full.**

REMEMBER: All exhibitors must have an Alaska State Business License and a 2.5 lb. ABC rated fire extinguisher their booth.

Important Information

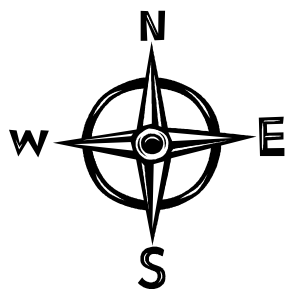
PLEASE READ THE FOLLOWING!!!

- If you require the loading bay for move-in, please know that we will close the loading bay to set up for opening at 11am on Friday. We need to curtain that area and warm the arena up before doors open to the public at 2pm. If you need to use it, you **MUST** be moved in before 11am. After 11am will be Pass Gate entrance only.
- All vendor move-in must take place through the back entrance (Pass Gate) or the loading bay. The front doors will not be open during move-in due to the damage that vendor move-in causes to the carpet in the front lobby. Please park in the back parking lot and come through one of the back entrances.
- If you sell a brand of product that other reps may sell (Scentsy, Rodan & Fields, etc.), and you have not let us know that you sell it, please make sure we know. We only allow one rep from each company in an event and if you haven't let us know you carry it, we will have to ask you to take the display down if we already have that product in the event.
- If you are not present 30 minutes before doors open on Friday, we may give away your space.
- If you need to borrow tables or chairs from the Carlson Center, they are available first come first serve and must be picked up 30 minutes prior to show opening on Friday. After this time, extra items will be put away and not accessible.
- Do not use any type of tape other than duct tape on the floor of the arena,
- Do not break down or move out before the doors close to the public on Sunday. Doing so may result in you losing your space for next year. It is a liability to have vendors moving out while the public is still in the building. It also reflects poorly on an event if vendors are moving out before the event closes. Absolutely no carts, dollies, or wagons are allowed through while the public is present.
- During show hours, **PLEASE** park at the far end of the back lot. Save the front lot and the front half of the back lot for your customers. We'd hate for you to lose business because someone couldn't find a good parking spot and left.

Advertising

This year the IABA will spend approximately \$7,000 to advertise "The IABA Home Show". We will advertise on the radio, in the newspaper, on social media, on streaming TV, and with signage around town. Media co-sponsors bring our advertising value up to nearly \$10,000!

The Radio Station will be our radio co-sponsor. We'll be all over the radio with great coverage before and during the show. Free passes will be given away on the air and the show will be highlighted during these give-a-ways. **Vendor Opportunity** Pre-show radio advertising is a way to let people know you're involved in the event and post radio advertising is a great way to bring customers into your business after the event.. For prices and information call Paul Stitt @ 451-5910.



Directions to the Carlson Center

The Carlson Center is located at 2010 Second Avenue

FROM THE:

Airport - take Airport Road East turn North (left) on Wilbur St.

Parks Highway - take the Airport Road East Exit to Airport Road turn North (left) on Wilbur St.

Richardson Highway - go West (left) on Airport Way turn North (right) on Wilbur St.

The Center is at the end of Wilbur Street (approx. 3 blocks from Airport Road).

Business Licenses

Remember you must have a copy of your current state and city Business License and any other licenses/endorsements your business requires. If you do not currently have an Alaska State Business License you will need to apply for one before the show.

Applications may be obtained by calling:

State of Alaska, Department of Business Licensing
Anchorage (907) 269-8160 Juneau (907) 465-2550

Or purchased online at www.commerce.state.ak.us/occ/

Click the Business License...

Under "Business Licensing "

Click "Purchase or Renew a Business License"

We will let you determine what other licenses you require based on where your business is located and the type of business you are in but please make sure to do so by the event.

Shipping Information

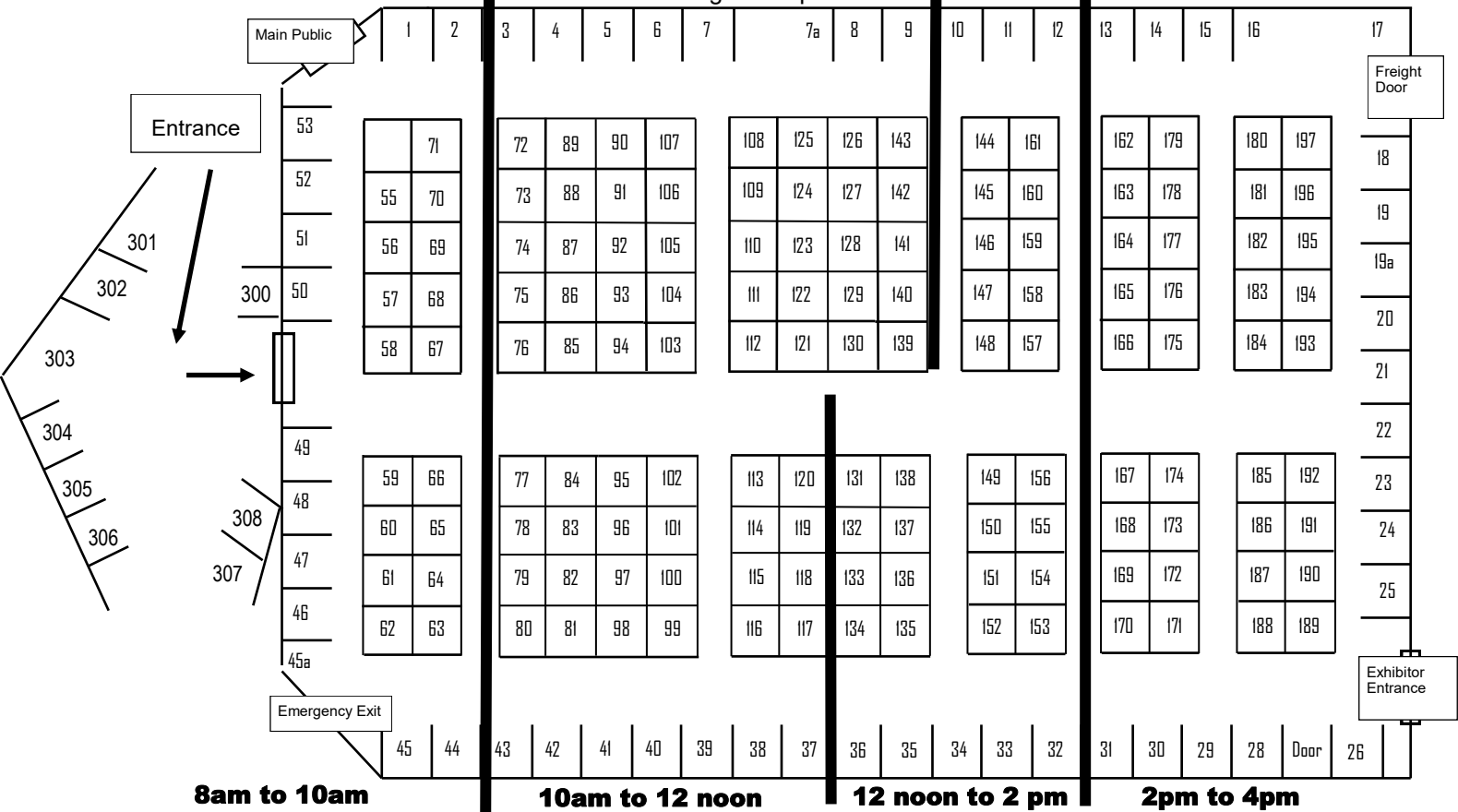
If you are having your goods shipped to the show by a freight forwarder, please remember to do the following:

1. Address pallets to: Carlson Center IABA Home Show 2010 Second Ave, Fairbanks, AK 99709
2. Put your business name, space number, and my name (Kourtney Shannon) on your shipping form.
3. Schedule delivery for Wednesday, March 25 or Thursday, March 26
4. Schedule pick up of any unsold merchandise for 8am Monday, March 30
5. **Bring a roll of plastic wrap to secure your goods on the pallet for the shipment home and make sure your name and the freight forwarders name is clearly labeled on your return shipment**

Give us a call 474-9082 if you have questions or need help with anything from accommodations to freight shipping. We want this to be easy and fun for you as well as profitable.

Thursday, March 26 Move-In Map

Move-in for all Pioneer Room spaces Thurs 8am-7pm or Fri morning 8am-2pm.



Can't remember your space number? See page 8 and 9 of this packet.

MOVE-IN PROCEDURES: To eliminate confusion, a move in schedule has been set up for Thursday, March 26. Different move-in times have been assigned to blocks of booths and noted above. If you are not able to come during your allotted time, you are welcome to move-in whatever time that day works for you (within 8am-7pm). All move-in must take place through the back entrance (Pass Gate) or the freight door. **The freight door will be closed at 11am on Friday and only the Pass Gate will be available for move-in until 2pm when doors open to the public.** Move your vehicles away from the freight entrance as soon as you have unloaded. Exhibitor parking is in the back half of the rear parking lot. Do not park in any other area.

The Carlson Center will be available for additional move-in times on Thursday from 4pm to 7pm and Friday from 8am to 2pm (loading bay until 11am). The show will open at 2pm on Friday and all spaces must be set up at this time.

MOVE-OUT PROCEDURES: Per show policy and in the interest of public safety, all exhibits must remain set up until 5pm Sunday. All exhibits are to be removed from the facility no later than 11 pm, Sunday, March 29. Please do not bring any cars or trucks to the freight entrance prior to the close of the show.

Confused.....questions.....call us.....474-9082

Bulk vendor??? See the next page for Wednesday move in hours.

Early Move-In Wednesday, March 25

The Carlson Center will be open from 9am until 5pm on Wednesday for early move in. This time has been set up for the large vendor with "lots of stuff". It will enable you to drive very close to your booth and drop your merchandise off. Actual arranging of merchandise should be done on Thursday. Below is the staggered schedule to date. We will be setting the show front to back (setting pipe and drape, running electrical, etc.) as each of you moves in and it will be critical that you follow the move in time you have been assigned. **If you have not been scheduled for early move in and would like to take advantage of the extra time, you must call 474-9082 to be put on the Wednesday schedule.**

9am to 11am

Northland Wood
SBS
White Spruce Trailers
Hoffer Glass

11am to 1pm

Arctic Home Living
Florcraft
Walden Home Group
Fairbanks Carpets Plus
Alyeska Builders

1pm to 3pm

Wright Way Services
Craig Taylor Equipment
Equipment Source
Prospector Plumbing
Fairbanks Sheds

Your space numbers are listed on page 8 and 9 of this packet.

A big THANK YOU sent out to our show sponsors!

Title sponsor

Denali State Bank

Co-sponsors

Alaska Housing Finance Corporation

3-Tier Alaska

Cold Climate Housing Research Center

Spenard Builders Supply

Lotto Alaska

Alaska Salmon Bake

The Radio Station.

General Information

Things You Need to Know....

The show will not open until the building operations manager and the city Fire Marshall have walked through the trade show and examined each booth.

BOOTH SPACE: Main arena booth rental at the Carlson Center includes 10'x10' booth with pipe and drape (**one 8' high back drape** and two 3' high side drapes corner spaces have one 3' high side drape), and electric. Pioneer Room booth spaces are 8'x8'. There are no height restrictions on constructed booth walls however **all side walls must be finished on both sides.** All walls that are not considered finished by show coordinator will be removed before opening of show. **Booth roof coverings of any kind will require a smoke detector inside.**

Tables and chairs are available on a first come, first serve basis at the Carlson Center. We urge you to get them promptly as there are limited quantities available....if you are a late, last minute move-in, we can't guarantee that there will be one there for you. Extra items are put away and no longer accessible 30 minutes prior to the show opening on Friday.

Electrical power will be made available as close as possible to each booth space. It is the vendor's responsibility to provide their own 25 foot extension cords. The city Fire Marshall requires extension cords to be 14 gauge or longer with grounded plug. One duplex outlet can provide 2400 watts.

However, a continuous load **MAY NOT** exceed 8% of 2400 watts or 1920 watts. Extension cords must be kept out of the aisles. Any cords lying on the floor of a vendors booth must be taped down with duct tape only.

All merchandise must be confined within your booth space. All aisles must be kept clear and free of any trip hazards. Booth carpet that is provided by the vendor must have all edges taped down to eliminate trip hazards inside vendor booth space. This taping is the vendor's responsibility. Please only use duct tape as other adhesives leave a residue that the vendor may need to pay the Carlson Center to have removed.

Exhibitors will be able to restock their booths one hour prior to show opening on Saturday and Sunday.

Storage and freight is not the responsibility of the Carlson Center and will not be accepted unless previously arranged with show promoter. The Carlson Center and KO Productions will not be responsible for goods left in the building after the designated move-out hours.

EXHIBITOR ENTRANCE AND PASSES: Entrance to the Carlson Center will be through the pass gate.

Single space exhibitors will be provided with 4 three day passes and multi-space vendor will receive 8. Each person working the show must have a pass to gain access to the Carlson Center. Passes will be available at the vendor check-in table throughout move-in. Additional exhibitor passes are \$4.00 each.

Day passes for your customers and friends may be purchased for \$2.00 (full price is \$5). If you're interested, email Kourtney@fairbanksevents.com with how many passes you'd like to purchase.

General Information continued

CLEANING OF EXHIBITS AND ARENA: Show management will arrange for sweeping of the aisles. Exhibitors will be responsible for their own trash removal during move-in and set up. All packing materials and boxes must be broken down and removed to the dumpsters at the rear of the building prior to the show opening. Exhibitors must keep their spaces in good order. Set any trash accumulated during the show in the aisle after closing each evening and it will be removed. No one will enter your booth to collect trash. All exit areas must remain clear. Doors will not be open to the public until the facility manager is satisfied that all exit areas are clear for safe egress.

SECURITY: We wish to provide the tightest security possible for the protection of your exhibit properties. Carlson Center management or KO Productions will be onsite at all times while people are in the building. The Carlson Center, the Fairbanks North Star Borough, the IABA, KO Productions, nor our insurance companies are financially liable for losses or disappearances of any kind. It is recommended that all exhibitors contact their insurance agents to confirm proper coverage of exhibit materials at the show.

FOOD & BEVERAGE SAMPLES: The Carlson Center concessionaire reserves the right for all concessions in the facility. Promotional food or beverages are not allowed by vendors without prior approval by Carlson Center management. If you will be handing out food or beverage samples at the show you must contact the Environmental Health Officer at 451-2111.

If you buy food from businesses other than the Carlson Center Concessions, please be discrete if you eat the food in the main arena.

VEHICLE GUIDELINES: For shows with vehicles inside the arena, the Fire Marshall requires the following: Fuel tanks shall contain no more than one-eighth (1/8) tank or two(2) gallons, whichever is less. Fuel caps must be locked or taped closed. There shall be no fueling or de-fueling in the Center. The electrical systems must be disabled by: a) removing the battery (ies); b) removing the cables; c) disconnecting the battery cables and covering them with electrical tape. The doors will not open until these requirements are satisfied.

Propane and compressed gas tanks are prohibited.

IMPORTANT MISCELLANEOUS:

1. The Carlson center is a smoke-free facility. Ashtrays have been provided outside the entry doors.
2. Exhibitors using sound equipment will limit the volume to their own booth area.
3. Remember to bring an extension cord if you will be needing electricity...the outlets are not always in your booth. Install a surge protector on electrical equipment. The Center will not be responsible for fluctuations or failures.
4. **NO HELIUM BALLOONS.** Released balloons can cause control problems for the ventilation system. Vendors that distribute balloons which are released into the facility will be charged \$150 to cover maintenance costs for removal plus additional costs if there is damage to the ventilation system.
5. All decorations (cut trees, branches, artificial garland, etc.) must be fire retardant or sprayed with a fire retardant.
6. No open flames may be used at any time in a vendor booth.
7. Nothing is to be pinned to the booth drapes. Exhibitors must supply their own hanging racks. KO Productions will provide S hooks for hanging items from the pipe and drape.

2026 Home Show Vendor List As of February 26

2DT LLC	40, 41	Fairbanks Carpets Plus	108, 109, 124, 125
3-Tier Alaska	304	Fairbanks Chimney and Stove	192
A Clean View	14	Fairbanks Daily News-Miner	56
ACE Roofing, LLC	158	Fairbanks Neighborhood Housing Services	306
Alaska Blacksmithing	67	Fairbanks Sheds, LLC	131, 132, 137, 138
Alaska Clean Tanks	5	Fairbanks Soil & Water	17
Alaska Communications	65	Fairbanks Truss Co.	411
Alaska Community Development Corp	415	Felicia Johnson Art	39
Alaska Department of Commerce Community & Economic Development, Division of Insurance	410	Firesafe Chimney Service	13
Alaska Department of Environmental Conservation	404	Florcraft Carpet One Floor & Home	97, 98, 99, 100
Alaska Division of Forestry & Fire Protection	179	FNSB Air Quality	418
Alaska Door	25x30 outside space	FNSB Community Planning	174
Alaska Housing Finance Corp.	54, 55	FNSB Emergency Operations	49
Alaska Industrial Hardware	116, 117	Frontier Supply Company	193
Alaska Insulation & Coatings Specialists	160, 161	Frozen Puddle Artworks	167
Alaska North Star Builders	162	GC Handrail	71
Alaska Ornamental Iron	157	Gensolar	33, 34
Alaska Residential Boiler Tune Up Co.	7a	Ginger Orem - Crown Real Estate Alaska, Inc.	406
Alaska Service Link	403	Girl Scout Troop 187	01
Alaska Vein Care	28	Global CU Home Loans	182
Alaska Waste	166	Global Siding Solutions LLC	419
All Steel	18, 19	Golden Heart Waste Management	180, 181
Altrol Heating, Cooling, & Plumbing	42, 43	Golden Valley Electric Assn.	63, 64
Alyeska Builders	113, 114, 115, 118, 119, 120, 14x50 outside	Great Alaska Tree Cutting	195, 196
Apex General Contracting	19	Great Land Window	149, 150, 151, 152
Arctic Home Living	85, 86, 87, 92, 93, 94, 103, 104, 105	Greer Tank & Welding	146, 147
Arctic Plumbing and Heating	25	Guardian Security Systems Inc.	10
Arctic Wax Art	11, 12, 20, 21, 22, 23, 413, 414	HeatSource Mechanical	148
AutoScott Services LLC	2, 3	Hoffer Glass	79, 80, 81, 82
Broker Associates of Fairbanks	50, 51	Hvac LLC	37, 38
BSR Removal & Construction	173	HydroTech	53
C&D Perfect Pudding Parfaits	70	Hydrovac Pro & Septic Pro	305
Chena North Handyman	48	IABA	307
Chena Tool Library	402	Interior Alaska Roofing	24
Cold Climate Housing Research Center	416	Interior Gas Utility	6
Costco Wholesale	412	International Homes of Cedar, Inc.	144, 145
Craig Taylor Equipment	186, 187 188 ,189, 190 191, 25x30 outside space	J&S Siding	183
Cutco Cutlery/P	184	Jade Contractors	153,154, 155, 156
Denali State Bank/Mortgage	171, 172	Jazzy Gourmet Popcorn LLC	197
Dimond Fencing Company	31, 32	Jmac Creations	8, 9
Edward Jones Investments/D 44		Kirby Sales & Service	308
Empire Realty	68	Kris Yoder State Farm	300
Epic Kayak Ultimate, NPO	10x10 Outside Space	Leaders Real Estate Team	36
Equipment Source Inc.	110, 111, 112, 121, 122, 123, 128, 129, 130, 139, 140, 141	Lifewater Engineering	7
Fairbanks Block and Building Materials	175, 176	Lost Eskimo Enterprise's	405
		Lotto Alaska	59
		Lowe's Home Improvement	407, 408, 409
		MAC Federal Credit Union	60
		Majors Realty Group, LLC	106, 107
		Midnight Sun Mowing & Irrigation	15, 16
		Mosquito Authority	168
		Mr. D's Pest Solutions	29, 30, 500sf outside

Vendor list continued...

Mt. McKinley Bank	185
Northland Wood Products	57, 58
Pacific Homes	1
Palmieri Interior & Exterior Remodeling	35
Prospector Plumbing and Heating	126, 127, 142, 143
Pruhs Real Estate Group	26
Renewable Energy Systems	74, 75, 76
Renewal By Andersen	177, 178
Rivers Wood Products	46, 47
Rockin B Construction LLC	69
Samson Hardware	164, 165
Santa Fe Gallery	401
Save Our State	417
Scentsy/S	4
Scorpion Mortgage	302
Seamless Supply	52
Seekins Ford Lincoln	550 sq ft outside
Septic Specialists of AK	10x50 Front Lot
Somers Sotheby's International Realty	61, 62
Spenard Builders Supply	77, 78, 83, 84
Spirit of Alaska Federal Credit Union	66
Star Glow USA	45
Stew's Electric & Lighting	163
The Georgeson Botanical Garden Friends	420
The Showcase	194
Tundra Walker Studio	19a
UAF Cooperative Extension Service	159
Ventilation Solutions	301
Vertex Insulation	169, 170
Walden Home Group	95, 96, 101, 102
White Spruce Trailer Sales	72, 73, 88, 89, 90, 91
Whole North Home and Lifestyle	303
Wright Way Services	133, 134, 135, 136

Exhibitor Liability Insurance Program

We strongly recommend for all our show exhibitors, to carry general liability coverage from an insurance company in good standing with minimum policy limits of \$1,000,000 per occurrence and \$2,000,000 aggregate.

This insurance should be in force during the lease dates of the event, March 25-29, 2026, naming KO Alaska LLC dba KO Productions (P.O. Box 10705 Fairbanks, AK 99710) as the certificate holder. The following should be named as additional insured: Interior Alaska Builders Association, KO Alaska LLC dba KO Productions, and FNSB Carlson Center.

Rainprotection Insurance Program

If you do not have insurance, or you would rather not use your own insurance, (similar to when you rent a car – so that claims would not be filed against your policy), we have set up a program with Rainprotection Insurance through which, you can purchase compliant insurance instantly online.

Benefits of using this program:

- No Deductible – unlike your corporate policy, Rainprotection’s policy has no deductible. Should there be a claim, you will have no out of pocket costs and your future rates will not go up since you would not need to submit a claim on your policy.
- No Hassles – you will not need to go back and forth with your broker adding additional insureds and making your insurance compliant with show requirements.
- Coverage for exhibitors who do not have an existing policy.
- Coverage for international exhibitors whose insurance will not cover them in the U.S.A.
- Easy and Inexpensive to purchase instantly online.
- Already pre-filled with all the proper show information.
- Submitted to show management for you - Once purchased, they automatically receive a copy.

Make This Process Simple - Purchase Your Insurance Now and Forget About It

Click the link below to purchase your Liability Insurance for \$99 (plus any applicable taxes).

[https://www.totaleventinsurance.com/app/Customer/ExhibitorAnnual.aspx?eid=MsJEKOEr7mU\\$](https://www.totaleventinsurance.com/app/Customer/ExhibitorAnnual.aspx?eid=MsJEKOEr7mU$)

After reading the above information, you may still choose to provide your own insurance. Please have proper coverage for events such as this to protect yourself.

Sales@rainprotection.net