



Catholic Marketing Network

Q&A for Stores and Other Attendees

GENERAL

Q: Where is the CMN Trade Show taking place?

At the Lancaster Convention Center in Lancaster Pennsylvania, 60 miles West of Philadelphia

Q: When is it taking place?

Tuesday July 31st is set-up day for exhibitors and Education Day for retailers. The exhibition floor is open Wednesday and Thursday (August 1st and 2nd) from 9:00 a.m. to 5:00 p.m. and on Friday August 3rd from 9 a.m. to 1p.m.

Q: Who can attend?

A: This is a Trade Show event and is **NOT** open to the public. Only current retailer store members and other distributors of Catholic items looking to purchase at wholesale can attend. We also welcome Catholic ministries, media, authors and speakers.

Q. I am very interested in attending the show, but I am not an exhibitor or supplier member, who do I need to contact?

A: If you are a media outlet, a Catholic ministry or a future exhibitor interested in attending the show, please contact [Alan Napleton](#)

Q. Will the Catholic Writers Guild meet at the 2018 CMN Trade Show?

A. Yes!

Q: How can I obtain a Visa letter invitation for the CMN show?

A: The CMN will provide a visa letter for each attendee who requests it. To require a visa letter please email [Alan Napleton](#).

Q: Do you provide child care services?

A: No, The CMN does not provide child care services.

REGISTRATION

Q: Is there a registration fee for stores?

A: There is no registration fee if your CMN membership is current as of July 31, 2018. Free admission to the trade show along with four other staff members is a benefit of your membership.

Q: Can I still attend the trade show if my membership is not current?

A: If your membership is not current, you can renew your membership for \$75 and attend the show free. [Click here](#) to renew now. If you do not wish to become a member, there is a \$75 registration fee for nonmember retailers.

Q: How do I register if I am a store?

A: Registration can be done at the CMN website. [Click here](#) to register.

Q. I am a Catholic bookstore owner and not CMN member. Can I still register to attend the show?

A. Yes. For \$75, you can apply to become a new member. Once your membership is approved, you can attend the show at no additional cost. Your membership **MUST** be current b on July 31st which is the first day of the show. [Click here](#) to apply now.

Q: Can I attend the show if my store membership has expired?

Yes, if a store's membership is not current, the store can join or renew their membership at the show for the same \$75.00. [Click here](#) to join or renew now.

Q: How many people can be registered for each store registration?

A: (5) Five

Q: Can I register at the door?

A: Yes, registration will be open during the entire show. If you do not have a current CMN membership, there will be a \$75 registration fee. You can renew your membership at the show and received free admission to the show.

Q: When will I receive my show badge(s)?

A: At the on site Registration Desk you will receive your show badge.

Q: What happens if I lose my badge?

Go to the Registration Desk and pick up a new badge.

Q: If I cancel my pre-registration, will I get a refund?

The CMN must be notified in writing (email is good) 60 days ahead of the opening of the event to receive a refund. No refunds will be made after the 60 days.

HOTEL RESERVATION

Q: Does the hotel offer special discount to trade show attendees?

A: Yes. The CMN had negotiated a discounted rate of \$139/night at the Lancaster Penn Square Marriott hotel.

Q: When should I make my hotel reservation?

A: If you want to stay at the Lancaster Marriot which is the hotel connected to the Lancaster Convention Center you will want to make your reservations ASAP. There is a limited block of CMN discounted rooms for \$139 and they are available on first come first serve basis.

Q: How can I book my room?

A: To book your room(s) please [Click here](#) to get the special discounted CMN rate.

Q: Can I book my room directly from the hotel's website?

A: Yes. BUT you will NOT get the CMN special discount rate.

Q: Will I have WiFi access in my hotel room?

A: Yes. To have WiFi access in your room, you need to be a Marriot Rewards member. To become a Marriot Rewards member, [click here](#). Instructions for use of WiFi will be provided at check in.

Q. Can I cancel my hotel reservation?

A. Yes, there is a 24-hour cancellation policy. If you have booked a room as part of the discounted block of rooms and you find you are not going to use the room, please cancel the room so that it will be available for other attendees.

TRANSPORTATION

Q: Which is the nearest airport to the trade show?

A: The closest airport is Harrisburg International Airport 30 miles away. The Philadelphia International Airport is located 60 miles away and may offer less expensive air fares.

Q: How do I get to the Lancaster Convention Center and the Lancaster Penn Square Marriot Hotel?

Here are several options:

2. From Harrisburg International Airport.

- Rent a car and drive to the hotel/Convention Center
- Take a taxi or UBER to the Harrisburg Amtrak station (about a 15-minute ride), and then take the Amtrak Keystone line to Lancaster. From the Lancaster Station, you can catch a cab, UBER, Route 3/Park City C bus or the Red Rose Transit Historic Downtown Trolley to the Lancaster Convention Center

From Philadelphia International Airport;

- Rent a car and drive to the convention center.

- Take a cab/ taxi
- Take UBER. The cost may be over \$120 depending on the time of the day and it may take longer than an hour dependent on the time of the day.
- Take the train from Philadelphia to Lancaster. The Amtrak Keystone line leaves from Philadelphia 30th street station located in the airport. The train runs frequently during the day and the ride to Lancaster is a little over an hour and the train offers free WIFI access. Once you arrive at the Lancaster station, take a taxi, UBER or the Route 3. Park City C buss or Red Rose Transit Historic Downtown Trolley to the Lancaster Convention Center.

PARKING POLICY

Q: Can I park at the hotel's parking garage?

A: Yes. You can park at the hotel's parking garage and any of the Lancaster Parking Authority lots.

Q: Is Valet parking available?

A: Yes, Valet parking is available for \$35 daily

Q: Is there a parking fee for hotel guests attending the show?

A: No. Overnight self parking is complimentary to all who have booked a room under our CMN room block.

Q: Is there a parking fee for trade show commuters?

A: Yes. There is a \$7 parking fee per day for commuters attending the show, but we do have \$7 parking coupon tickets for each commuter who parks in the attached garage or any of the Lancaster Parking Authority lots.

Q: How do I get the \$7 parking coupon ticket?

A: When you come to the show, present your Lancaster Parking Authority ticket at the CMN Registration Desk and we will provide you with a \$7 coupon ticket. Upon exiting the garage, you will insert the regular parking ticket along with the \$7 coupon ticket to receive the reduced parking rate.

Q. Are these \$7 coupons valid for multiple days?

A. No.

Q: Can I use the \$7 coupon at any parking lot?

These \$7 coupon tickets are valid at the attached garage, as well as any parking garage owned by the Lancaster Parking Authority.

Q. On the hotel's website, parking rates are different. Can you clarify?

For our CMN show commuters, the parking fee is \$7 daily and they get a \$7 discount coupon ticket. For hotel guests, self parking is complimentary. Please disregard the information on the website.

PAID EVENTS

Q: What paid events are part of the 2018 Annual CMN International Trade Show?

*Tuesday Retail Education Day (Continental Breakfast sponsored by Catholic Marketing Network and Lunch and guest speaker sponsored by Ave Maria Press) \$20.00 (USD)

*Thursday Breakfast with guest speaker sponsored by Tan/Saint Benedict Press. \$15.00 (USD)

*Thursday “Tribute to Father Andrew Apostoli” (Hors d’oeuvres Included) \$15.00 (USD)

RESTRICTIONS

Q: What are the Show Floor Restrictions?

A: Below is a list of restrictions:

- Our event is not open to the general public – It is a TRADE ONLY event.
- No Smoking is allowed in the venue or hotel
- No pets allowed in the exhibition hall unless service animals.

Exhibitors Q&A

Q: When does exhibitor registration begin?

A. June 1st.

Q: When can I register for the Author/Artist Meet and Greet event?

A. Now

Q: What is the deadline for submitting any advertisement to be printed in the Tradeshow program?

A. Must be received by June 15th. Please email them to Karen Saum at kraum@catholicmarketing.com.

Q: When and where do I send the Trade Show Bag Inserts?

Please do not send until June, 2018. Mail to:

CMN Trade Show

Trade Show Bag Inserts - Registration Desk

c/o Reber-Friel Company

1900 South Drive

Oaks, PA 19456

Q: What is the deadline to send in trade show bag inserts?

A. Inserts must be received by July 20, 2018. at the Reber Friel drayage warehouse.

Q: How can I get my products and equipment to and from the show site?

A. See page 6 of the deco kit

Q: Can I substitute any of these furniture items?

A. No substitutions are allowed.

Q: Does my booth come with electricity and WiFi?

A. No. If these services are needed, you must submit order form in decorator kit to the Lancaster County Convention Center for service.

Q: When can I set up my booth for the show?

A. Tuesday, July 31, 2018 from 8:00 am until 11:00 pm

Q: Can I leave my vehicle in the loading dock area while I set up my booth?

A. Vehicles may not be left in the loading dock area for any reason except for loading and unloading.

Q: Can my kids/family members assist me off load my booth items and products at the loading dock?

A. YES, but children under 16 are NOT permitted on the loading docks during Load In / Out.

Q: Can I park in front of the hotel to off load my exhibition products and materials?

A. NO!

Q: What are the trade show floor exhibition hours?

A: Wednesday, August 1st – 9 a.m. to 5p.m.

Thursday, August 2nd - 9 a.m. to 5p.m.

Friday. August 3rd – 9 a.m. to 1 p.m.

Attendees are not allowed on the exhibit floor prior to or after exhibit floor hours for security reasons.

Q: Can I sell any of my items during the show?

No sales are to occur from the show floor except to sell down samples on Friday.

Q: Can I smoke at the Convention Center?

A. No.

Q: Are pictures/video recordings allowed?

A: Not only allowed but encouraged.

MAY GOD BLESS YOU ABUNDANTLY