



## HPBExpo Exhibitor News & Updates

December, 2024



We've pulled out all the stops for exhibitors to **Burn More, Sell More!** We heard your requests and have updated indoor burning requirements to remove the limit on the number of appliances you can connect and demonstrate in your booth. We know that when you can **BURN MORE**, you can **SELL MORE** - be sure to let your customers know that they will see MORE live demonstrations at HPBExpo25 in New Orleans!

### Major updates for indoor burning:

- No more limitations on the number of natural gas appliances according to booth size - island booths in the designated burn area that are at least 400 sq. ft. can connect and burn!
- Venting requirements for natural gas hearth appliances have been lowered from 18 feet to 12 feet.
- Outdoor natural gas appliances such as fire pits, fire tables, and torches can be connected and burned in the exhibit hall (open flames must be set back at least 3 feet from the aisles).

[REVIEW COMPLETE INDOOR BURNING REQUIREMENTS](#)



## OUTDOOR EXHIBIT SPACE NOW AVAILABLE

We've updated our Outdoor Burn Area layout for HPBExpo25 to be better accessible from indoor exhibits. With a new OUTDOOR education classroom with demos as well as a new Woodstove Pavilion in the works, the Outdoor Burn Area will be a can't miss feature for attendees. Get in on the action by **adding an outdoor exhibit space** for live cooking and heating demos or outdoor display of your outdoor products! Propane, cord wood, and charcoal are included with your booth space purchase.

[REQUEST OUTDOOR  
FLOOR PLAN](#)

## INDOOR & OUTDOOR BURN REQUESTS DUE

If you plan to burn appliances in the exhibit hall or the Outdoor Burn Area, **you must receive prior approval.**

Both HPBA and the Ernest N. Morial Convention Center must review and approve your request, so we urge you to send in forms as early as possible to address any questions or issues prior to the deadline.



**INDOOR BURN  
FORM**

**OUTDOOR BURN  
FORM**

**COMPLETE AND RETURN FORMS BY DECEMBER 31, 2024**

## NEW PRODUCT PAVILION /ATTENDEES' CHOICE AWARDS - **EARLY BIRD RATES**

The Early Bird Deadline for New Product Pavilion entries will end after **December 9**. If you have a new product to enter and want to SAVE money, **submit your entry form** no later than **December 9**.

As a reminder, entries in the New Product Pavilion will be eligible for an HPBExpo25 **Attendees' Choice Award** in one of the following categories:

- Hearth
- Outdoor Living
- Barbecue



Entry options:

- **2 ft. x 3 ft. table-top**
- **2 ft. x 6 ft. table-top**
- **free-standing**
- **over-sized free-standing**

Display an **actual product**, a **poster display**, and/or a **video display**. NEW THIS YEAR – electrical add-on available for video displays!

*If displaying a poster or video, exhibitors must supply printed poster and/or video monitor; all materials must be confined to allocated entry space.*

Winners will be announced, and awards will be presented LIVE at the HPBExpo25 **Ultimate Awards Show** on Friday, March 28. Don't miss this opportunity for major

exposure for your company and your new product!

SUBMIT NPP  
ENTRY

## LAST CHANCE FOR ULTIMATE AWARDS SHOW NOMINATIONS

The final date to submit nominations for Emerging Leader, Advocate of the Year, Retailer of the Year, Affiliate of the Year, Excellence in Education, and Trainer of the Year will be **Monday, December 9**. Submit your nominations today, then join us on Friday, March 28 as we announce winners LIVE at the HPBExpo25 Ultimate Awards Show. As the awards ceremony concludes, stay with us for the Bayou Bash Industry Party! It all starts at 5PM, March 28!

SUBMIT AWARD  
NOMINATIONS

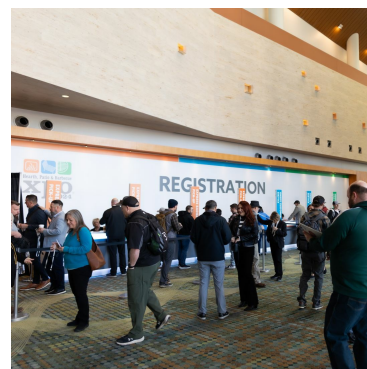


## REGISTER FOR EXHIBITOR BADGES

Badges are required for all exhibitors and attendees to access the exhibit hall. All exhibiting companies are eligible for **two complimentary badges** per 100 sq. ft. of booth space. HPBA member exhibitors are eligible for **two additional complimentary badges**.

**Additional badges** can be purchased **AT AN EARLY BIRD DISCOUNTED RATE** through **December 31**.

Your HPBA Member ID/Company ID is required for registration:



REGISTER FOR EXHIBITOR  
BADGES

## HOTEL RESERVATIONS

Book your **exhibitor hotel reservations** in the official block with onPeak!

HOLDING A  
MEETING OR  
EVENT AT  
HPBExpo?

### Why Book Within the Block?

- **Special Rates:** Enjoy **discounted rates** exclusive to our group.
- **Convenience:** **Stay close** to the venue and other attendees.
- **Support the Industry's Event:** Booking within the block helps HPBA meet contractual obligations with the hotel and helps with negotiating overall costs with our event suppliers. Ultimately, booking within the block supports the overall event by **helping keep expenses down**.
- **Price Protection:** If our rates drop after you've booked, the hotel will honor the **lower rate** within the block, ensuring you always get the best deal.



Other city-wide events are in town at the same time as HPBExpo - we anticipate the city to sell out. Some hotels are already **SOLD OUT**. Get your hotel rooms now to join your industry in the Big Easy!

Book your room by **January 6** with our official housing partner, *onPeak*, and receive **additional Priority Points** for booking 2026 exhibit space!

[Book Hotels](#)

## EXHIBITOR SERVICE MANUAL

Visit our [Exhibitor Service Manual](#) page for all your exhibit planning needs.

Review rules; show management forms; general information; and order forms from our official show contractor, convention center services, and other approved specialty contractors. You'll also find important shipping, move-in, and move-out information here.

Contact our exhibits team at [exhibits@hpba.org](mailto:exhibits@hpba.org) if you need assistance in locating information or order forms.

[Review Exhibitor Service Manual](#)

[Freeman Quick Facts](#)

Requests for meetings held over HPBExpo week will be managed on a case-by-case basis according to the Ancillary Meetings Policy and specific guidelines for meetings held in conjunction with HPBExpo.

All meetings and events must be submitted for approval through the Ancillary Meeting Request Form.

[Ancillary Meeting Policy and Request Form](#)

## EXHIBITOR INSURANCE REQUIREMENTS

All exhibitors must carry general liability coverage with minimum policy limits of \$1,000,000 per occurrence and \$2,000,000 aggregate.

Submit your certificate of insurance to [exhibits@hpba.org](mailto:exhibits@hpba.org) or purchase a temporary policy through the link below.

**Coverage is not optional.**

[Review Requirements & Order Option](#)

## BECOME AN HPBExpo SPONSOR

Our sponsors play a crucial role in the success of HPBExpo, helping us create an exceptional experience for all attendees.

We're excited to announce that **Sponsorship Packages** are now available!

By becoming a sponsor, your company will enjoy unparalleled visibility while supporting the growth and innovation of our industry. Be sure to sign up early to take full advantage of all package benefits and avoid missing important promotional deadlines.

As a special offer, **HPBA members can receive a 10% discount** on all sponsorship packages. Not a member? Learn more about HPBA membership or email [membership@hpba.org](mailto:membership@hpba.org).

Join top industry leaders and gain maximum visibility for your brand! Explore options through the link below and submit your order form today. For any questions, reach out to us at [sponsors@hpba.org](mailto:sponsors@hpba.org).



## COMPARE SPONSORSHIP PACKAGES

### HPBA MEMBERSHIP RENEWALS

If your company is exhibiting at the member rate, you must renew your HPBA membership dues for 2025. Companies that do not renew membership will receive a revised booth invoice at the non-member rate.

For more information, visit [www.hpba.org](http://www.hpba.org) or contact [membership@hpba.org](mailto:membership@hpba.org).



### NEWS ALERT

This Constant Contact account **ONLY** sends HPBExpo Exhibitor Newsletters. **Unsubscribing from this newsletter may result in missing crucial information**, instructions, regulations, and/or updates for your exhibit planning experience. Please add us to your safe sender's list.

This newsletter, as well as all subsequent newsletters for HPBExpo25 will also be posted online at [www.hpbexpo.com/exhibit/newsletters](http://www.hpbexpo.com/exhibit/newsletters). While we can only designate one individual as the "Exhibit Contact" to receive and distribute all exhibit information, you are welcome to forward the Newsletter Archive URL to others in your organization to keep them informed of the latest news.

**Reach out to us with any questions about HPBExpo or HPBA:**

Exhibits: [exhibits@hpba.org](mailto:exhibits@hpba.org)  
Registration: [registration@hpba.org](mailto:registration@hpba.org)  
Housing: [HPBExpo@onpeaksupport.com](mailto:HPBExpo@onpeaksupport.com)

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