

REGISTER BOOTH PERSONNEL NOW



2025 West Virginia

Coal Show April 15-16, 2025 | Charleston, WV

Charleston Coliseum & Convention Center

EXHIBITOR KIT



wvcoalshow.com

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2025 West Virginia

Coal Show

Charleston Coliseum & Convention Center

April 15 & 16, 2025 Charleston, WV

Exhibitor Welcome

Dear Exhibitor:

Thank you for participating in the 2025 West Virginia Coal Show.

The information in this Exhibitor Service Kit is designed to assist you in the preparation of your exhibit. Please review and share it with everyone responsible for your participation. We are using Quantum Exposition as our General Service contractor, and they will be responsible for shipping, drayage, forklift services, logistics, labor, and working with Exhibitor Appointed Contractors (EAC).

Exhibit Hall booths come with carpet, a draped table, two chairs and a wastebasket included in your booth cost. Coliseum booths include only the exhibit space. In both locations, you may order additional items or upgrades through Quantum Exposition via forms found within this kit, or you are welcome to bring your own materials.

Advertising opportunities in the Show Directory are available until March 17, 2025, if you did not already secure ad space during the booth registration process. There is a form in this kit to secure new ad space for your company. Special exhibitor pricing for advertising in *North American Mining* magazine is also available. Contact me for details.

Each exhibiting company is entitled to an unlimited number of booth personnel badges. Instructions to register your show staff can be found within this kit.

Exhibiting companies are encouraged to participate in our Door Prize giveaway. Each item must have a value of \$250 to qualify for inclusion in the Show Directory and other promotional opportunities. Deadline for inclusion is March 3, 2025.

Please do not hesitate to contact me if you have any questions or need any type of immediate assistance going forward.

See you in Charleston, and thank you for your support!

Michael Schoppenhorst
Sales & Operations Manager
michael@semcoproductions.com
Phone: 678-822-9801

AMERICA'S COAL SHOW

wvcoalshow.com



Schedule of Events

EXHIBIT HALL ADDRESS

Charleston Coliseum & Convention Center
200 Civic Center Drive
Charleston, West Virginia 25301 USA

EXHIBITOR MOVE-IN SCHEDULE

Sunday, April 13 9am - 7:00pm
(Coliseum only - scheduled heavy equipment)

Monday, April 14 8:00am - 7:00pm
(freight deliveries must be in the Exhibit Hall by 4pm)

EXHIBIT HALL HOURS

Tuesday, April 15 9:00am - 6:00pm

Reception on Show Floor 5:00pm - 6:00pm

Wednesday, April 16 9:00am - 4:00pm

REGISTRATION

Monday, April 14 10:00am - 5:00pm

Tuesday, April 15 8:00am - 6:00pm

Wednesday, April 16 8:00am - 3:00pm

EXHIBITOR MOVE-OUT

Wednesday, April 16 4:00pm - 9:00pm

Thursday, April 17 8:00am - 2:00pm

At 2pm on Thursday, April 17th, any remaining unclaimed freight will be forced onto a carrier at the exhibitor's expense.



Exhibitor Checklist

SERVICE	Deadline Date	✓
Make Hotel & Travel Reservations Suggested Hotels	ASAP	
Invite Customers & Prospects by using the link below. Registration Link	ASAP	
Register booth personnel badges via the link below: Registration Link	ASAP	
Visit this page for a variety of documents and files to help you promote and plan your participation in the show. WVCS25 Logistics & Promotional Materials	ASAP	
Advance early deadline for ordering booth furnishings through Quantum Exposition	March 31	
Advance freight shipments can begin arriving at the warehouse - see shipping and drayage information in the Quantum Exposition section of this kit. Weight limit is 3,000lbs per piece for advance freight.	March 13	
Ad Reservation due for Show Directory	March 17	
Submit Free Company Profile Listing for Show Directory You will receive an email with link and instructions for submitting your FREE 400 character listing.	March 17	
Ad Material due for Show Directory	March 21	
Charleston Convention Center - Early Bird Power Order Deadline	March 28	
Advance freight deadline to arrive at warehouse	April 10	
Direct Shipment Receiving at the Charleston Convention Center begins at Noon	April 12	
Last day for direct shipments to the Charleston Convention Center ends	April 14	



Important Contacts

Exhibit Space, Operations and Show Directory Sales

Michael Schoppenhorst
SEMCO Publishing
8751 East Hampden Ave., Suite B1, Denver, CO 80231
Phone +1 678.822.9801; Fax +1 303.283.0641
michael@semcoproductions.com

Shipping, Drayage, Labor & Furniture Rentals

Labor & Furniture Rentals
Michael Lancaster
Quantum Exposition
501-652-0731
michael@quantumexposition.com

Shipping/Freight Specialist
Frank McCrary
Quantum Exposition
678-776-5122
frank@quantumexposition.com

Utilities/Power

Charleston Coliseum and Convention Center
200 Civic Center Drive
Charleston, WV 25301
evtsvcs@charlestonconventioncomplex.com

Audio-Visual Rentals

Jarrett Hilton
American Technology Rentals
304-586-2804
Atr-office@americantechrentals.com

Food & Beverage Services

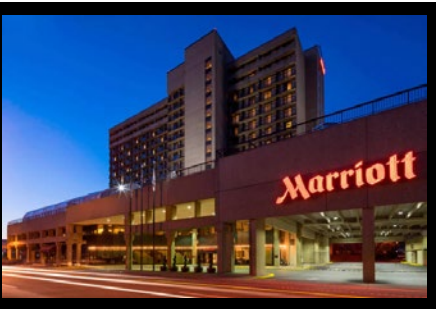
Cindy Jones, Sales Manager
Hospitality Services, Charleston Coliseum and Convention Center
200 Civic Center Drive, Charleston, WV 25301
(P) 304.357.7414
cindy.jones@sodexo.com



Charleston, WV Area Hotels

Here are hotels offering special rates. See rate cut-off dates for each hotel below. **There is no official housing agency for this event, and anyone claiming to be one should not be trusted with your reservation and credit card information.**

Charleston Marriott Town Center



200 Lee Street East
Charleston, WV 25301
304-345-6500/800-228-9290 (mention WV Coal Show room block)

[Hotel Website - Charleston Marriott Town Center](#)
[Reserve your room online](#)

Standard King - \$129 per night ++ (includes complimentary parking)
Cut-Off Date: March 12, 2025

Embassy Suites by Hilton Charleston



300 Court Street
Charleston, WV 25301
304-347-8700/800-368-7764

[Hotel Website - Embassy Suites by Hilton Charleston](#)
[Reserve your room online](#)

Standard Room - \$159 per night++
Cut-Off Date: March 17, 2025



FREE Show Directory Listing and Advertising Information

Ad Reservation Deadline: March 17, 2025

Ad Artwork Deadline: March 21, 2025

The WVCS25 Show Directory is a key source of information for show attendees. It is very important that you provide accurate company sales information as attendees refer to the directory during and after the show.

FREE Show Directory Listing

You will be receiving an email from us with a link to your complimentary online profile which you can populate with your sales contact information, logo, sales brochures, photos and videos, links to your social media platforms and a 400-character company profile. This company profile will be used in the Show Directory at no additional cost to you. You can upgrade the profile to include your company logo in the Show Directory for \$150 if you did not already select this option when you registered for booth space. Please make sure to upload this 400-character company profile by March 17th, otherwise it will not be included in the Show Directory.

Advertise in the Show Directory

Advertising in the WVCS25 Show Directory is a great way to enhance your exposure to attendees. As people refer to the directory during the show and throughout the year, make sure your brand stands out with a directory advertisement!

For advertising queries, contact Michael Schoppenhorst at michael@semcoproductions.com

Ad & Logo specifications:

See page 14 for ad specifications and delivery information.

Please contact David Jones at djones@semcoping.com for questions about ad specifications or to send in your artwork. Please reference WVCS25 Show Directory Ad in the subject line.

Show Directory Advertising Insertion Order Form

If you purchased an ad in the Show Directory when purchasing your booth space, please disregard the payment request below. Just follow the ad spec requirements on the previous page.

See page 14 for ad insertion order form.



SPONSORSHIP OPPORTUNITIES

Opening Attendee Reception Sponsorships

Sponsor the opening day reception on the show floor. Includes signage, special recognition in the show guide, sponsor logo inclusion in pre-show promotions, and a one-day private meeting room during the event. Contact us for details.

\$5,000 each (3 of 5 available)

Lanyards (SOLD)

Single-color company logo on lanyards given to all event attendees at registration. Includes special recognition in the show guide, sponsor logo inclusion in pre-show promotions, and more.

\$3,000 SOLD

Badge Holders (SOLD)

Company logo on badge holders given to event attendees at registration. Includes special recognition in the show guide, sponsor logo inclusion in pre-show promotions, and more.

\$3,000 SOLD

Aisle Number Floor Stickers (SOLD)

Aisle floor stickers including prominent logo on show floor. Includes special recognition in the show guide, sponsor logo inclusion in pre-show promotions, and more.

\$3,000 SOLD

Food Court Sponsor

Exceptional exposure in the lobby food court across from registration.

\$3,000

Registration Sponsor

The Registration Sponsor will receive great brand exposure in the registration area through signage options. Call for options and specifications.

\$2,000

WiFi Sponsor

Your logo and company message will appear on the WIFI sign-in landing page.

\$1,500

Bag Sponsor (SOLD)

Your company's giveaway bag handed to each attendee at Registration (sponsor to provide giveaway bag - or at cost plus \$1,500).

\$1,500 SOLD

Featured Lobby Sign Sponsor (SOLD)

A 3'x12 banner created using your logo and marketing message hung in a high visibility area in the main lobby.

\$1,000 SOLD

Lobby Window Clings

Call Michael Schoppenhorst at 678-822-9801 or email at michael@semcoproductions.com for specs, quantities and pricing.

Starts at \$750

Lobby Sign

Exhibitor provided pull up banner placed in the Main Lobby

\$300 ea.

Meeting Room Daily Rental

Set up private meetings with your clients or your team. Daily rental includes one set up. Call for details. **LIMITED AVAILABILITY.**

\$500/day

Contact Michael Schoppenhorst at 678-822-9801 or email at michael@semcoproductions.com for details. [Check online for current availability.](#)



51ST ANNUAL **APRIL 15-16, 2025**
MINING SYMPOSIUM
Charleston Coliseum & Convention Center | Charleston, WV

**REGISTRATION FOR WVCA 51ST ANNUAL MINING
SYMPOSIUM IS AVAILABLE AT EXTRA COST**

The West Virginia Coal Association's Annual Mining Symposium is co-located at the Charleston Coliseum & Convention Center on April 15 & 16.

Meet the most important people in the coal industry at the Annual Mining Symposium. This is a must-attend meeting for anyone wanting to help guide the coal industry through the opportunities and obstacles in the near future.

This year's Symposium is cosponsored by the West Virginia Coal Mining Institute and will serve as the association's combined Mining symposium and Joint Spring meeting. The symposium program will feature a lineup of excellent speakers and timely topics geared for all mining professionals.

Symposium registrants will also enjoy:

Engineering credits will also be available for Symposium participants.

Annual Mountaineer Guardian Safety Awards

Environmental Excellence Awards Luncheons

Registration for the symposium also includes admission to the WV Coal Show exhibition.

[Visit the West Virginia Coal Association online to register for the Symposium.](#)



AMERICA'S COAL SHOW

wvcoalshow.com



Display Rules and Regulations

Installation Deadlines

Exhibit space must be occupied by 7 p.m. on Monday, April 14, 2025. If not occupied by that time and if Show Management has not been advised of a delay, the booth space will be considered abandoned and can be used at the discretion of Show Management.

Finished Surfaces

Any raw or unfinished surfaces facing or neighboring another booth or aisle must be covered and must not carry identification signs or other copy that would detract from the adjoining exhibit.

Display Regulations

Standard Booth: One or more standard units in a straight line.

Maximum back wall height -- 8'

Maximum height rear five feet from back wall -- 8'

Maximum height from five feet from aisle -- 4'

Peninsula Booth: Exhibit with four or more standard units back-to-back with an aisle on three sides.

Maximum height -- 16'

Structures must be 5' from each aisle to keep the line of sight open to neighboring booths.

Island Booth: Exhibit with four or more standard units with aisles on all four sides.

Maximum height -- 16'

Restricted Activities

Distribution: The distribution of food & beverages (with prior written approval by facility), literature, promotional items, samples, etc., is restricted to contracted exhibit space. Any distribution or other activity interfering with the activities of neighboring exhibitors or the obstruction of aisles will not be allowed.

Photography and Videotaping: All photographic rights are those of Show Management.

Balloons: No helium balloons or lighter than air items (confetti, smoke, glitter, etc.) will be permitted.



Signs, Logos and Company Identification

The placement of signs, logos, trademarks, and other forms of company identification located within 10' of neighboring display must face into your exhibit, or signs, logos and company ID placed along with back wall in a standard, in-line booth must stay within the 8' high back wall.

Obstruction of Aisles or Booths

Aisles are the property of the entire show, and each exhibitor has the responsibility to ensure proper flow of traffic. Any demonstration or activity which results in obstruction of aisles, prevents ready access to nearby booths or otherwise creates a hazardous condition is an infringement on the rights of other exhibitors. The aisles must remain unobstructed at all times.

Fire Laws

All display materials must be flameproof and certified as such. Wiring must comply with local fire department and underwriters' rules. Smoking and vaping are forbidden. Exhibits must not block aisles; fire exits or fire extinguishers. No decorations of paper, pine bough, leafy decorations, free branches or other combustible materials are allowed. No storage behind exhibits is permitted. Acetate and most rayon drapes are not flameproof and are prohibited.

Sound

Sound level must be maintained so as not to disturb other exhibitors. (At the discretion of Show Management)

Character of Exhibits

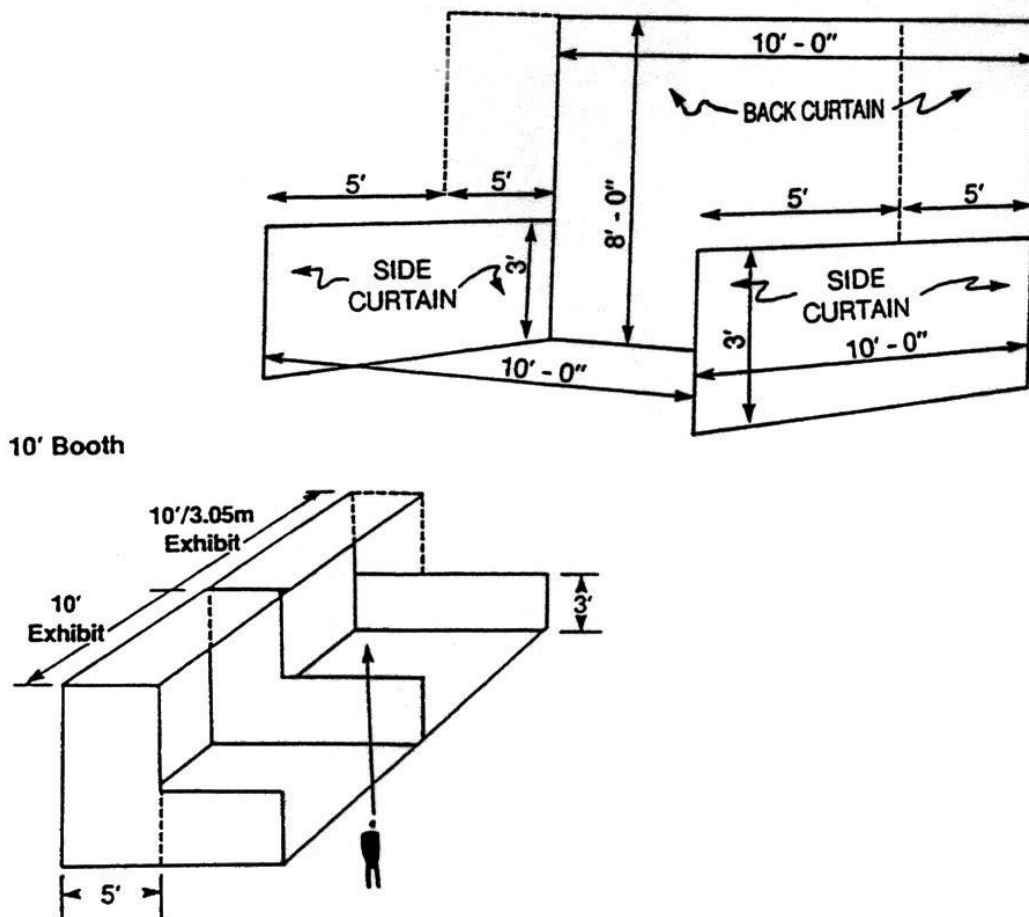
Show Management reserves the right to approve the character of the display and to prohibit any display which detracts from the general character of the show. It is the exhibitor's responsibility to create an attractive display booth.



SEMCO Productions provides each inline exhibitor with a back curtain 8 feet in height, two side curtains, each 3 feet in height and an ID sign with company name and booth number. A corner booth has only one side drape. An island booth, opens on all sides, does not have any pipe and drape or ID sign.

- ❖ **Inline booth displays, including signage, shall not exceed 8 feet in height.** Signs exceeding booth height requirements must be approved by show management or exhibitor may be asked to remove it. Your display may be 8 feet high for the width of your back drape (this only applies to inline spaces). On each side you will have a 3 feet high side curtain. For inline spaces, your display may remain 8 feet in height from the back wall, up to 5 feet from the aisle, or $\frac{1}{2}$ the depth of your booth (see dotted line below). For the remaining 5 feet, your display must return to the same 3 feet height of the side curtain. **No pop up tents allowed unless in an island booth or pre-approved by SEMCO Productions. All flag banners must meet sight guidelines. Please call Michael Schoppenhorst at 678-822-9801 for approval or questions.**

All unfinished portions of displays must be draped or finished so as to be pleasant to the public view. Show Management may require exhibitors to purchase drape if display is not finished adequately. Carpet, one 6' draped table, two chairs and a wastebasket are included in your booth package at no charge.



Fire Department Rules and Regulations

No flammable products, open flames, or flammable display materials, etc. are permitted in the exposition hall by order of the Fire Department and the Facility Security Department. Enclosed structures under 300 sq.ft. must have a fire extinguisher and smoke detector. Enclosed structures of over 300 sq.ft. must install a sprinkler system inside the structure. No cartons, boxes, or crates may be stored behind booth curtains. Please ask about these Rules & Regulations if you have any concerns regarding your booth structure.

Show Directory Advertising Insertion Order Form

Ad Reservation Deadline: March 17, 2025

Ad Artwork Deadline: March 21, 2025

If you purchased an ad in the Show Directory when purchasing your booth space, please disregard the payment request below. Just follow the ad spec requirements on the following page.

Company Name _____ Booth # _____

☐ Full Page ad -\$1,000

☐ 1/2 Page ad -\$600

☐ Logo w/ Company Profile - \$150

Payment must accompany request.

Email Form to: michael@semcoproductions.com or fax to +1 303-283-0641

Or mail form and payment information to:

SEMCO Publishing, Inc., 8751 East Hampden Ave, Suite B1, Denver, CO 80231

I am enclosing a check payable to SEMCO Publishing. Amount to charge: \$ _____

☐ VISA

☐ MasterCard

☐ AMEX

Card Number _____ Exp Date _____

Name on Card _____

Billing Address _____

City _____ State/Prov. _____ Postal Code _____

Country _____

Signature** _____

**Signature indicates that you have read and agree to the terms and conditions below.

TERMS AND CONDITIONS

Exhibitor agrees to pay amount indicated for advertisement as published on the Show Directory Advertising form or determined by Show Management. Payment is non-refundable. Acceptance of this application by SEMCO Publishing, LLC. constitutes as a contract.

Email Artwork to: djones@semcoping.com

AMERICA'S COAL SHOW

wvcoalshow.com

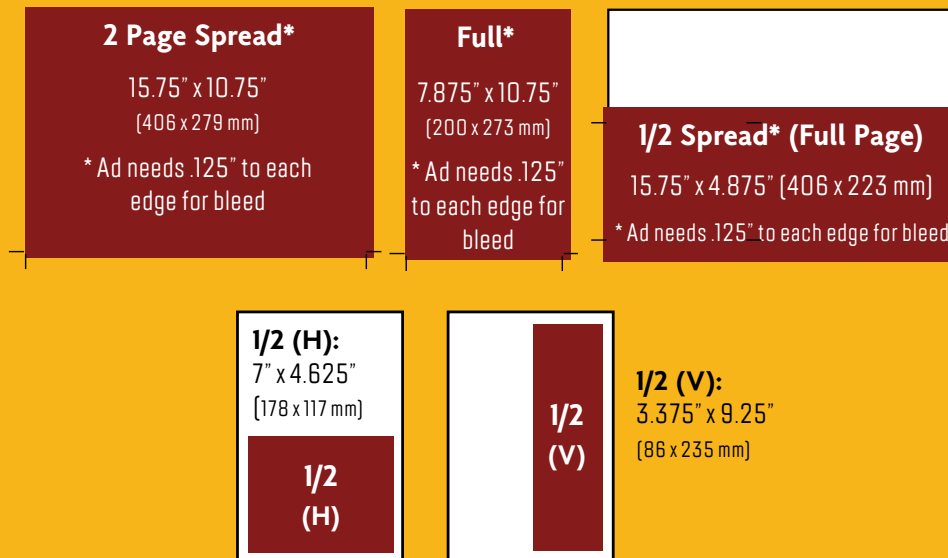


SHOW GUIDE

Advertising Specifications & Deadlines

Deadline to provide ad materials:

March 21, 2025



General Production Guidelines

All full size editorial publications are printed using web offset presses with perfect or saddle stitched binding. Final trim size for all full-sized editorial publications is 7.875" x 10.75" (200x273mm) with three columns per page. Full page ads, spreads, and 1/2 page spreads require a .125" or 3mm bleed to each edge.

Live Matter & Border Safety

Please keep any copy or type at least .25" (6.35mm) away from the trim edge. Any frame or border for a full page ad must be at least .25" (6.35mm) thick from the trim edge.

File Submission

We accept PDF press ready files using PDF/X-1a settings. The PDF should contain the ad material and bleed if needed.

Slugs, color bars, ad traffic information should not be submitted on the final press ready PDF file. All fonts must be embedded into the PDF.

Color space should be CMYK, or greyscale. Do not submit ads with RGB, LAB, or embedded color profiles (such as ICC profiles). Any file containing PMS colors will be converted to CMYK unless prior notification is given before printing. Files should be named in the following format: advertiser_name_event_date. For example:

SEMCOPublishing_WVCS025_March1.pdf

Who Can I Contact For More Information?

Juanita Walters, +1 303 283 0640 x 2
jwalters@semcoping.com



EXHIBITOR SERVICES FORM UTILITY SERVICE ORDER FORM

**Charleston Coliseum &
Convention Center**
200 Civic Center Drive
Charleston, WV 25301
chaswvccc.com



Orders can be sent by email to: evtsvcs@charlestonconventioncomplex.com

CONTACT INFORMATION		
Event Name		Event Date(s)
Company Name		Booth Number
Contact Person		
Mailing Address		
City	State	Zip
Phone	Email	
Credit Card Number		
Expiration Date	Security Code	

Advance orders must be submitted with payment fifteen (15) business days prior to move-in.

Orders placed at service desk must be paid in full at time of order.

Credit card orders are subject to a 3% processing fee.

Equipment is subject to availability. Prices are subject to change without notice.

IMPORTANT CONDITIONS & REGULATIONS

- Use care in ordering power & know the requirements of your equipment. Additional charges will be made for changes or additions at move-in.
- Labor for electrical work must be handled by facility technicians.
- All equipment, regardless of power source, must comply with federal, state and local safety codes. The Charleston Coliseum & Convention Center reserves the right to refuse electrical connections based on safety.
- All equipment must be properly tagged and wired with complete information as to type of current, voltage, phase, cycle, horsepower, etc.
- All material and equipment furnished by the facility for this service shall remain the property of the Charleston Coliseum & Convention Center and must be returned in the same condition that it was issued. Damaged materials will be billed to the authorized credit card at prevailing rates.
- All exhibitor cords must be the 3-wired grounded type. All exposed non-current carrying metal parts of fixed equipment which are likely to be energized must be grounded.
- Wall, column & permanent utility outlets are not a part of booth space and are not to be used by exhibitors.
- Electrical power will be turned on one hour prior to show opening and will be turned off one half hour after conclusion of show. 24-hour service available upon request at 1.5 times the rate.
- All booths are subject to inspection.

If you prefer to pay by check, please complete this order form and submit to the address below.
Charleston Coliseum & Convention Center | 200 Civic Center Drive | Charleston, WV 25301

EXHIBITOR SERVICES FORM UTILITY SERVICE ORDER FORM

Charleston Coliseum &
Convention Center
200 Civic Center Drive
Charleston, WV 25301
chaswvccc.com



QTY	ITEM DESCRIPTION	AVDANCE COST	FLOOR COST	TOTAL AMOUNT
ELECTRICAL				
*Prices include hook-up and disconnect of customers cable.				
	120 volt 20 amp single phase	\$160.00	\$175.00	
	120 volt 30 amp single phase	\$175.00	\$190.00	
	208 volt 20 amp single phase	\$185.00	\$200.00	
	208 volt 30 amp single phase	\$195.00	\$210.00	
	208 volt 30 amp three phase	\$295.00	\$310.00	
	208 volt 50 amp three phase	\$340.00	\$355.00	
ADDITIONAL SERVICES				
	Water – Up to 1,000 Gallons	\$95.00	\$125.00	
	Power Strip (power not included)	\$25.00	\$35.00	
	Extension Cord – up to 25' (power not included)	\$25.00	\$35.00	
	Uplighting (each)	\$30.00	\$25.00	
			TOTAL ORDER	
			7% WV SALES TAX	
			TOTAL AMOUNT DUE	

If you prefer to pay by check, please complete this order form and submit to the address below.
Charleston Coliseum & Convention Center | 200 Civic Center Drive | Charleston, WV 25301



Shipping, Drayage, Labor & Furniture Rentals

Create an Account with Quantum

Quantum Exhibitions has been contracted to provide services for shipping, labor, and extra or upgraded materials for your booth. You will receive an email from Quantum Exposition with links allowing you to create an account on the Quantum website.

Contact Directly

Michael Lancaster
Quantum Exposition
501-652-0731
michael@quantumexposition.com

