



PRODUCE • FLORAL • FOOD SERVICE

2026
EXPO

AMERICA'S
250th
BIRTHDAY


 **NEPC** *by the SEA*
NEW ENGLAND
PRODUCE COUNCIL

EXHIBITOR INFORMATION

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August 17 - 18, 2026
Encore Boston Harbor,
1 Broadway, Everett, MA 02149



NEPC Produce, Floral & Food Service Expo 2026

Encore Boston Harbor – Picasso Ballroom & South Lawn Tent

MONDAY, AUGUST 17, 2026

NEPC Women's Program Luncheon

11:00 AM – 1:00 PM

Exhibitor Setup

12:00 PM – 5:00 PM

Picasso Ballroom

VIP Reception (Invitation Only)

5:00 PM – 6:00 PM

Cocktail Reception

6:00 PM – 8:00 PM

South Lawn Tent

TUESDAY, AUGUST 18, 2026

Expo Breakfast

7:30 AM – 9:00 AM

South Lawn Tent

NEPC Expo Open

9:10 AM – 4:00 PM

Picasso Ballroom

Boxed Lunch

11:30 AM – 1:00 PM

South Lawn Tent

Exhibitor Reminders

Logistics & Setup

Loading Dock Restrictions

- No large tractor-trailer (18-wheeler) trucks are permitted at the Encore loading dock.
- Box trucks only.

Product Quantities

- Please limit the amount of product brought to the show.

Exhibitor Move-In

- Monday, August 17, 2026: 12:00 PM – 5:00 PM
- Tuesday, August 18, 2026: 6:00 AM – 9:00 AM

All booths must be fully set up before the Expo opens following breakfast on Tuesday morning.

Refrigerated Storage

A refrigerated truck will be available at the loading dock for product storage:

- Monday, August 17: 8:00 AM – 5:00 PM
- Tuesday, August 18: Until 4:00 PM

Booth Breakdown

Early breakdown is not permitted.

The Expo officially closes at **4:00 PM on Tuesday, August 18, 2026.**

Booth Guidelines

Booth Sharing

- Booth splitting is not permitted.

Display Regulations

Exhibitors are encouraged to decorate with our show theme **“Happy 250th Birthday America”** in their assigned booth space only.

Displays must:

- Remain within the booth footprint
- Not extend into or across aisles
- Remain within the vertical airspace of the booth space

Booth Services

Willwork Global Event Services is the official contractor for exhibitor booth furnishings and services.

Insurance Requirements

***All exhibitors are required to submit a Certificate of Insurance (COI) and Worker's Compensation.**

Insurance

The Group shall maintain, at its expense, as long as this Agreement is in effect, the following insurance coverages:

- (a) Workers' Compensation Insurance in accordance with applicable law covering the Group's employees;
- (b) Employers' Liability Insurance with minimum limits of One Million Dollars (\$1,000,000.00) per occurrence;
- (c) Commercial General Liability Insurance including contractual liability, personal injury and property damage coverage with limits of liability of at least Three Million Dollars (\$3,000,000.00) in any one occurrence; and
- (d) If Group intends to bring commercial vehicles on the Resort property, Comprehensive Automobile Liability Insurance insuring any owned, non-owned and hired vehicles to be used in and out of the Resort's facilities in the amount of Two Million Dollars (\$2,000,000.00) in any one occurrence.

All insurance required hereunder shall be primary coverage regardless of any coverage maintained by the Resort for any covered event hereunder and shall be issued by companies authorized to do business in the Commonwealth of Massachusetts. The Group will provide Certificates of Insurance evidencing such coverage to Resort promptly after the mutual execution of this Agreement. The Group will include Resort and its affiliates, and their respective directors, managers, members, officers and employees as additional insureds on all policies required hereunder. Each policy shall provide that coverage afforded under the required policies will not be cancelled, changed or not renewed without at least thirty (30) days prior written notice to the Resort.

The Group shall deliver such Certificates of Insurance to Encore Boston Harbor – Catering/CS Manager, 1 Broadway, Everett, MA 02149.

The consent of the Resort to the insurance and limits insured, as shown herein, shall not be considered as a limitation of the Group's liability under this Agreement or an agreement by the Resort to assume liability in excess of said amounts or for risks not insured against.

- Certificate of Insurance (COI) & Workers' Compensation Affidavit must be sent to: Melissa Sutera (Encore)
melissa.sutera@encorebostonharbor.com by **Aug. 1st**

Food Sampling Requirements

If you plan to sample food or beverages during the event, please submit the following documents no later than **August 1, 2026**:

- Food Service Permit Application (enclosed) – send to Laura Sullivan nepc2@rcn.com by **Aug. 1st**

Important Notice

A health inspector will be on-site during the event and will inspect all exhibitors serving food or beverages.

Product Delivery Instructions

Privately Owned Vehicles (POVs)

- Use the hotel side of the Encore parking garage.
- Bring all products directly from the garage to either:
 - The Picasso Ballroom, or
 - The refrigerated truck located at the loading dock.
- Large trucks are not permitted at the Encore loading dock.

Box Trucks & Delivery Services

Drivers must report to the Marshalling Yard at the New England Produce Center.

Upon arrival:

1. Check in with Willwork at the S. Strock & Co. dock.
2. Stop at the security booth.
3. Reference both **S. Strock & Co.** and the **NEPC Expo**.

Marshalling Yard Address

New England Produce Center
300 Beacham Street
Building C, Door 63 (S. Strock & Co., Inc.)
Chelsea, MA 02150

Refrigerated Product Shipments

Willwork will accept refrigerated product shipments at the S. Strock & Co. dock during the following times:

- Friday, August 14, 2026: 5:00 AM – 11:00 AM
- Saturday, August 15, 2026: 5:00 AM – 9:00 AM
- Monday, August 17, 2026: 5:00 AM – 11:00 AM

A Willwork teamster will be available to assist with unloading.

Please note that direct shipment handling charges will apply based on move-in and move-out logistics.

Giveaways

Mass giveaways are discouraged in order to maintain a professional show environment.

Product Donation All remaining product at the close of the Expo will be donated to the Greater Boston Food Bank.

Booth Materials Removal

All exhibitor booth materials must be removed from the exhibit hall by **7:00 PM on Tuesday, August 18, 2026.**

Any remaining booth materials will be removed by Willwork and billed to the exhibitor.

Parking Information

Complimentary Parking

Free parking is available for all exhibitors and attendees.

Please, park on the **“hotel” side of the garage** for the most convenient access to the Picasso Ballroom and South Lawn Tent.

Thank you for your cooperation and support in helping us create a successful and professional event.



City of Everett, MA – Temporary Food Service Permit Application

Inspectional Services Department
Temporary Food Service Application

Applicant Information

Name of Applicant: _____

Phone: _____

Name of Owner (if different): _____

Business Name: _____

Address: _____

City: _____

State: _____

Zip Code: _____

Licensed Establishment Where Foods Are Prepared: _____

Copy of Permit Provided:

Yes Pending

Email Address: _____

Event Information

Name of Event: _____

Event Coordinator: _____

Phone: _____

Event Address: _____

City: _____

State: _____

Zip Code: _____

Date of Event: _____

Time of Event: _____

Food Service Information

List all food/beverages that will be served and the establishment where the food was purchased.
If shell stock is utilized, please have copies of tags available for inspection.

ITEMS TO BE SERVED LOCATION PURCHASED / PREPARED

Health & Safety Requirements

Please confirm the following:

- All food will be obtained from approved commercial sources.
 - Cold foods will be maintained at 41°F or below.
 - Hot foods will be maintained at 135°F or above.
 - Handwashing facilities will be available onsite.
 - Disposable gloves and sanitizer will be available.
 - Food handlers will follow safe food handling procedures.
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Signature

I certify that the information provided in this application is accurate and that all food service operations will comply with applicable Massachusetts food safety regulations.

Signature of Applicant: _____

Date: _____



You are cordially invited to
The NEPC Produce & Floral Expo Cocktail Reception
Sponsored By: **4M Fruit Distributors**



Come enjoy cocktails, great food and great people!

Monday, August 17, 2026

6:00 pm – 8:00 pm

Encore Boston Harbor (South Lawn Tent)

1 Broadway Everett, MA 02149

nepc2@rcn.com - Casual Attire

Questions or Comments - Please contact Laura Sullivan

(781) 273-0444

Booths include 2 tickets - You may order extra tickets to this event online. Please purchase tickets by Aug. 1st.