

Post Show Exhibit Donation Form

There are two donation programs at MANTS. Donations may be made to non-profits approved by show management for plants only. You may donate directly to the Baltimore Convention Center for any other type of donation, including lumber, brick, pavers, carpet, exhibit furnishings, and promotional items. ALL donations must be registered no later than **Thursday, January 9, 2025**.

Important Reminder: As a service to our exhibitors, MANTS provides colored ribbon and tags with wire, which must be used to designate whether a booth has plant donations (green ribbon) or has been sold (orange ribbon) (write the name and tag each item) or is a BCC donation (light blue). **NO BOOTHS MAY BE WRAPPED in colored ribbon before the 1:00 pm close of the show on Friday.** MANTS show management reserves the right to remove exhibitors from future shows for non-compliance. **We regard early departure from the show as a very serious and unnecessary violation of show rules and we appreciate your cooperation.** Ribbons and tags are available at the Shepard Expo Services booth at the back of Hall D and Show Office starting at 11:00 am on Friday.

Plant Donations (goes through MANTS show management):

I/We wish to donate the plant material listed below to one of the MANTS-approved non-profit agencies. I understand that only plant material may be donated via this form. I will provide a receipt for the donee.

Please Print (accurately and legibly):

Firm Name:

Contact Person:

Approximate number of plants (evergreens, shrubs, trees) being donated:

Contents being donated:

My Booth Number(s):

Authorizing Signature:

(by signing this form, I verify that I have read and will comply with the information below)

Fax this form to: 410-296-8288

Questions? Please call us at 410-296-6959 / After January 3rd, please come to the Show Office.

All Other Donations (goes through the BCC):

The BCC works with several local non-profit organizations to reuse/ recycle/ repurpose non-plant material. If you want to donate something, please email donation@bccenter.org with a description of the item, a photo (if possible), and your booth number. For more information on what is accepted, see **page 2**.



DIVERSION BY DONATION PROGRAM

The Baltimore Convention Center cares about the environment and the local Baltimore community. Please help us towards increasing our waste diversion by donating specific leftover items to local organizations.

The BCC works with several local non-profit organizations that could benefit by receiving the items listed below. BCC staff will collect this material and distribute it to non-profits.

The following may be donated:

- Lumber, Brick Pavers, Planters
- Uncut carpet
- Promotional items like pens, pencils, pads of paper, clothing, lanyards, tote bags
- Exhibit booth furnishings, such as tables, chairs, and display cases, light fixtures etc.

Have something that you'd like to donate?

Send an e-mail with an item description and photo (if possible), along with your booth number, to donation@bccenter.org.

What you have isn't listed? Send us an e-mail and we will try to match your items with a local organization.

Some organizations we work with:



Are you donating items to another organization? Please send photos or a list of items to donation@bccenter.org so that we may track it in our diversion numbers!

