

## Captains Guidelines,

### What to do and what not to do at the Antigua Yacht Show for you and your crew.

The Antigua Charter Yacht Show gives charter yacht brokers/agents an opportunity to see and inspect each charter yacht and to interview and meet the crew in order to sell yacht charters to their clients.

1. **The Captain** of each yacht should attend the yacht registration and **Captains Briefing** for final instructions. This is always held on the Sunday afternoon before the 1<sup>st</sup> viewing day of the show.
2. **On return to your yacht please brief your crew on how the show runs:-**  
Captains and crew are expected to be onboard their yachts from 9.30am to 5.30pm each show day to give broker tours and meet with other show attendees.
3. **Yacht Charter Brokers/Agents** should be given preference onboard during the show. Brokers and most press require a tour of the yacht and may wish to speak (interview) several members of the crew. Broker badges are always RED, Press BLUE and Vendor GREEN.
4. **Non exhibiting vendors** do not require a tour of the yacht but will want to speak to a specific member of the crew to introduce their service or product. Please welcome them onboard and if it is not possible for them to meet with the person, make an appointment for them to come back at a suitable time.
5. **All crew must monitor** who comes onboard to make sure they are wearing a show identity badge. If persons come to the yacht with no badge please do not admit them onboard, send them to find a show representative.
6. If you are giving an evening cocktail party you have the choice of letting the non-exhibiting vendors onboard or not. Please make sure the crew member at the gangplank knows who to let onboard, everyone must be wearing their identity badge for the evening events. **Brokers and press are all invited onboard to open house cocktails but Vendors are at your discretion.**
7. Please monitor your crews evening activities during the show and make sure they are onboard and in good shape each morning, no overdoing it in the bars etc.
8. **Informative hours** are timed so you can attend before viewing hours, so please keep an eye on the schedule of events so you don't miss anything you want to attend.
9. **On Friday at 5.30pm the show ENDS, please blow your boat horn to mark the end of the show.**
10. **Crew Party:** we have a fantastic crew party planned, wrist band invitations will be given to you on Friday by our staff and sponsors, we hope you will all attend.