



# **Vegas Shoot 2024 Trade Show**

**South Point - Arena / Concourse**

**February 1 - 4, 2024**

**Exhibitor Service Manual**

**888-989-EXPO**

LAS VEGAS • ORLANDO • NASHVILLE • NEW JERSEY • DENVER

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# VEGAS SHOOT 2024 TRADE SHOW

FEBRUARY 1 - 4, 2024  
SOUTH POINT - ARENA & CONCOURSE

## SHOW INFORMATION

We are pleased that LVE has been selected as your Official Service Contractor.  
Our goal is to make sure your participation is a success.

<b>BOOTH EQUIPMENT</b>	<b>Each 10' x 10' inline booth will consist of:</b>			
	BACK WALL DRAPE COLOR	BLACK	SIDE RAIL DRAPE COLOR	BLACK
	HALL FLOORING	FACILITY IS CARPETED		
	One	6' Table Skirted Black	Two	Side Chairs
	One	Wastebasket	One	11" x 17" Identification Sign

## SHOW DATES

DAY OF WEEK & DATE	START TIME	END TIME	DESCRIPTION
Wednesday, January 31, 2024	10:00 AM	8:00 PM	Exhibitor Setup
Thursday, February 1, 2024	7:30 AM	9:00 AM	Exhibitor Setup
Thursday, February 1, 2024	9:00 AM	6:00 PM	Show Hours
Friday, February 2, 2024	9:00 AM	6:00 PM	Show Hours
Saturday, February 3, 2024	9:00 AM	6:00 PM	Show Hours
Sunday, February 4, 2024	9:00 AM	6:00 PM	Show Hours
Sunday, February 4, 2024	7:30 PM	11:00 PM	Exhibitor Move Out

**ALL FREIGHT CARRIERS MUST CHECK IN WITH LVE BY:** 9:00 PM on Sunday, February 4, 2024

**ALL FREIGHT MUST BE CLEARED FROM THE FACILITY BY:** 11:00 PM on Sunday, February 4, 2024

IMPORTANT: Each exhibitor may begin tear down immediately after the show closes. If you leave the show floor, it is absolutely imperative that you notify LVE Exhibitor Services so that your booth contents will not be disturbed or discarded. LVE will not be held responsible for any booth contents that become missing or damaged during the move out.

## HOLIDAY CLOSURES

**Keep these dates in mind when shipping your items.**

**CLOSED - Monday, January 1, 2024 (NO freight receiving available)**

Submit LVE forms to: [exhibitorservices@lvexpo.com](mailto:exhibitorservices@lvexpo.com) / FAX: 702-248-4113

# VEGAS SHOOT 2024 TRADE SHOW

FEBRUARY 1 - 4, 2024  
SOUTH POINT - ARENA & CONCOURSE

## SHOW INFORMATION CONTINUED

**ALL SHIPMENTS ARE REQUIRED TO HAVE CERTIFIED WEIGHT TICKETS  
MATERIAL HANDLING CHARGES APPLY ON ALL SHIPMENTS**

<b>WAREHOUSE SHIPMENTS</b>	WAREHOUSE RECEIVING BEGINS	Tuesday, January 2, 2024			WAREHOUSE RECEIVING HOURS	
	STANDARD RECEIVING RATE DEADLINE	Friday, January 19, 2024			MONDAY - FRIDAY	
	WAREHOUSE RECEIVING DEADLINE	Monday, January 29, 2024			7:30AM - 3:00PM	
	All shipments are required to have certified weight tickets			Crated, skidded or boxed materials only		
	No COD or collect shipments			Must submit payment authorization form with all orders		
	All inbound shipments must be sent to the warehouse			No pad wrapped shipments will be accepted at the warehouse		
	<b>SEE PREVIOUS PAGE FOR WAREHOUSE HOLIDAY CLOSURES.</b>					
<b>WAREHOUSE SHIPMENTS</b>	WAREHOUSE SHIPPING ADDRESS:	SHOW NAME	VEGAS SHOOT 2024		BOOTH #	
	All information must be provided on the shipping labels. Please use the warehouse labels enclosed.	COMPANY		C/O	LVE-IT Vegas	
		ADDRESS	6225 Annie Oakley Drive, Las Vegas, NV 89120			
		<i>If exhibit material is shipped to the facility, the facility will turn it over to LVE for distribution to your booth. This will result in material handling and late charges from LVE in addition to facility charges.</i>				

**Material Handling rates are round trip rates  
there will be no additional handling fees at show.**

<b>SHOWSITE SHIPMENTS</b>	<b>SHOWSITE RECEIVING</b>					
	DAY/DATE		START TIME		END TIME	
	Wednesday, January 31, 2024		8:00 AM		5:00 PM	
	Do not consign shipments to the receiving facility.			All shipments must be consigned c/o LVE		
	Material shipped direct to the facility will be turned over to LVE and incur additional charges.					
	Do not ship your materials to arrive prior to the dates above.					
	<b>SHOWSITE SHIPMENTS</b>	SHOW SITE SHIPPING ADDRESS:	SHOW NAME	VEGAS SHOOT 2024		BOOTH #
All information must be provided on the shipping labels. Please use the show site labels enclosed.		COMPANY		C/O	LVE	
		ADDRESS	SOUTH POINT - ARENA & CONCOURSE 9777 S. Las Vegas Blvd, Las Vegas, NV 89183			

**The Payment Authorization Form must be completed and submitted to LVE prior to shipping.**

Note: Shipping to show site may cause a delay in getting your freight to your booth. Receiving is based on the time the driver arrives and the number of deliveries ahead of them. It is advised that you send your shipments in advance to the warehouse to receive them in a timely manner at the show.

### BELLMAN

Bellman and the transporting of any and all exhibit materials on a bellman cart will not be allowed. If this method of transporting exhibit materials is used, the exhibitor will be charged the minimum material handling rate of \$175.00 plus applicable fees.

### HAND CARRY POLICY

Teamsters Union has jurisdiction over the handling of materials that are transported into and out of the exhibit hall. Exhibitors may transport exhibit materials as long as they adhere to the rules listed on the Hand Carry Policy form included in this manual.

### PERSONAL OWNED VEHICLES

Exhibitors may deliver exhibit materials in their personally owned vehicle (POV), as long as they adhere to the rules listed on the Hand Carry Policy form included in this manual.

**Submit LVE forms to: exhibitorservices@lvexpo.com / FAX: 702-248-4113**

**WELCOME LETTER**

Dear Exhibitor,

LVE is pleased to have been selected by Show Management as your Official Service Contractor to ensure that your show participation is successful.

The exhibitor manual contains IMPORTANT information and order forms on the wide variety of services offered. Please review this manual carefully to determine which products and services will be necessary for your exhibit. Be sure to return the completed forms promptly to take advantage of discount pricing. You may receive discounts of up to 30% on many decorating items and services on orders placed by the discount deadline dates. Please see order forms for applicable deadline dates.

LVE requires payment in full at the time services are requested. Purchase Orders are not considered advance payment. Payments may be made by wire transfer or credit/debit cards. VISA, Discover, MasterCard, and American Express are accepted. A credit card authorization form is enclosed for your convenience as a credit/debit card on file is required. The card will be used for all services provided at this show and for any outstanding balances. All materials are on a rental basis only and remain the property of LVE.

It is our mission to provide you with a seamless planning process, a supporting infrastructure, and to be a reliable information resource that will result in the successful execution of your event. Our Exhibitor Services department is available to assist you with all of your needs, including any questions you may have prior to, during, and post show. You may reach us at 888-989-3976 during the hours of 7:30 am - 4:00 pm (PST) Monday through Friday, or email us at [exhibitorservices@lvexpo.com](mailto:exhibitorservices@lvexpo.com). You can also visit our Exhibitor Services Desk at show site.

We look forward to serving you!

Sincerely,  
LVE



# VEGAS SHOOT 2024 TRADE SHOW

FEBRUARY 1 - 4, 2024  
SOUTH POINT - ARENA & CONCOURSE

## PAYMENT AUTHORIZATION

Please complete the information requested and return payment in full with your order forms. Purchase Orders are not considered advance payment. You may choose to pay by credit card, wire transfer or money order; however, we require that your credit card information remain on file with LVE. Any additional balances or charges for outbound freight, labor or miscellaneous items not paid, will be charged to your credit card account where applicable. Discount pricing applies only to orders received with full payment prior to the deadline date. **Please note: By utilizing this form, exhibitors acknowledge that they have read and agree to comply with the terms of the Payment Options & Policy and Terms and Conditions statements contained herein. CONVENIENCE FEE - All orders paid with a credit card will incur an additional non-refundable 3% fee.**

<b>CONTACT</b>	COMPANY NAME				CLIENT NAME			
	ADDRESS						BOOTH #	
	CITY		STATE		ZIP		PHONE	
	EMAIL						FAX	

<b>CREDIT CARD AUTHORIZATION</b>	<input type="checkbox"/> DISCOVER		<input type="checkbox"/> VISA		<input type="checkbox"/> MASTERCARD		<input type="checkbox"/> AMERICAN EXPRESS	
	ACCOUNT NUMBER							
	EXPIRATION DATE				SECURITY CODE REQUIRED			
	<i>The security code can be found on the front of your Amex or on back of your Visa, Discover and MasterCard.</i>							
	CARDHOLDER'S BILLING ADDRESS (IF DIFFERENT FROM ABOVE)							
	CITY		STATE		ZIP			
	CARDHOLDER'S SIGNATURE*		X _____					
CARDHOLDER'S NAME (PLEASE PRINT)								
<p><b>*By signing, I agree to the Terms and Conditions located on <a href="http://www.lvexpo.com">www.lvexpo.com</a> as well as contained within this manual.</b></p> <p><b>All credit card information will be kept on file to be used for future shows and all outstanding balances.</b></p> <p><b>Signer authorizes agent/employees to sign off and create order for the company.</b></p>								

<b>ORDER RECAP</b>	DISCOUNT PRICE	STANDARD PRICE	SERVICE
			FURNITURE
			ACCESSORIES
			CARPET
			SIGNS
			CLEANING
			LABOR
			ESTIMATED MATERIAL HANDLING
			PACKAGE RENTAL BOOTH
			OTHER EXPO SERVICES
			TAX
<b>TOTAL</b> (If received by deadline)		<b>TOTAL</b>	<b>CONVENIENCE FEE - All orders paid with a credit card will incur an additional non-refundable 3% fee.</b>

Damage to rental items outside of normal wear and tear could result in exhibitor charges for replacement. If you suspect you have potential errors on your charge card you have 60 days after the error appeared on your statement to contact us. You must notify us of the potential errors in writing.

Submit LVE forms to: [exhibitorservices@lvexpo.com](mailto:exhibitorservices@lvexpo.com) / FAX: 702-248-4113

# VEGAS SHOOT 2024 TRADE SHOW

FEBRUARY 1 - 4, 2024

SOUTH POINT - ARENA &amp; CONCOURSE

COMPANY NAME		BOOTH #	
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## FURNITURE ORDER

<div style="border: 2px solid black; border-radius: 50%; padding: 10px; display: inline-block;"> <b>ORDER ONLINE</b>  <b>order.lvexpo.com</b> </div>		QTY	DISCOUNT DEADLINE 1/12/2024	STANDARD PRICE	TOTAL
<b>CHAIRS</b>	SIDE CHAIR		\$ 98.00	\$ 180.00	
	ARM CHAIR		\$ 125.00	\$ 127.40	
	STOOL COUNTER HEIGHT		\$ 145.00	\$ 188.50	
<b>TABLES</b>	4'L x 30"H x 24"W TABLE SKIRTED*		\$ 155.00	\$ 201.50	
	6'L x 30"H x 24"W TABLE SKIRTED*		\$ 175.00	\$ 227.50	
	8'L x 30"H x 24"W TABLE SKIRTED*		\$ 205.00	\$ 266.50	
	4'L x 30"H x 24"W TABLE UNSKIRTED		\$ 90.00	\$ 117.00	
	6'L x 30"H x 24"W TABLE UNSKIRTED		\$ 120.00	\$ 156.00	
	8'L x 30"H x 24"W TABLE UNSKIRTED		\$ 150.00	\$ 195.00	
<b>COUNTER TABLES</b>	4'L x 42"H x 24"W COUNTER SKIRTED*		\$ 165.00	\$ 214.50	
	6'L x 42"H x 24"W COUNTER SKIRTED*		\$ 198.00	\$ 257.40	
	8'L x 42"H x 24"W COUNTER SKIRTED*		\$ 245.00	\$ 318.50	
	4'L x 42"H x 24"W COUNTER UNSKIRTED		\$ 110.00	\$ 143.00	
	6'L x 42"H x 24"W COUNTER UNSKIRTED		\$ 130.00	\$ 169.00	
	8'L x 42"H x 24"W COUNTER UNSKIRTED		\$ 170.00	\$ 221.00	
<b>CAFÉ</b>	TABLE ROUND 36"W x 30"H		\$ 220.00	\$ 286.00	
	TABLE ROUND 36"W x 42"H		\$ 255.00	\$ 331.50	
<b>ACCESSORIES</b>	4th SIDE TABLE SKIRT*		\$ 88.00	\$ 114.40	
	4th SIDE COUNTER SKIRT*		\$ 98.00	\$ 127.40	
	RISER FOR TABLE TOP 4'L x 14"H		\$ 130.00	\$ 168.00	
	RISER FOR TABLE TOP 6'L x 14"H		\$ 170.00	\$ 218.00	
*SELECT SKIRT COLOR - If no skirt color is selected the designated show color will be provided.					
<b>COLOR</b>	<input type="checkbox"/> Green <input type="checkbox"/> Teal <input type="checkbox"/> Red <input type="checkbox"/> Royal Blue <input type="checkbox"/> Black				
	<input type="checkbox"/> Silver <input type="checkbox"/> Burgundy <input type="checkbox"/> Gold <input type="checkbox"/> White <input type="checkbox"/> Beige				

### CANCELLATION POLICY

*The Payment Authorization Form must be submitted with this order.*

*Items cancelled after the discount deadline date will be charged at 50% of ordered price.*

*No credit will be given after close of event on items or services ordered but not received.*

Submit LVE forms to: [exhibitorservices@lvexpo.com](mailto:exhibitorservices@lvexpo.com) / FAX: 702-248-4113

# VEGAS SHOOT 2024 TRADE SHOW

FEBRUARY 1 - 4, 2024

SOUTH POINT - ARENA &amp; CONCOURSE

COMPANY NAME

BOOTH #

## ADDITIONAL FURNISHINGS ORDER

**ORDER ONLINE**  
**order.lvexpo.com**

QTY

 DISCOUNT  
 DEADLINE  
**1/12/2024**

STANDARD PRICE

TOTAL

<b>ACCESSORIES</b>	WASTEBASKET		\$ 25.00	\$ 32.50	
	EASEL		\$ 69.00	\$ 90.00	
	BAG RACK		\$ 127.00	\$ 165.10	
	GARMENT RACK		\$ 167.00	\$ 218.00	
	WATERFALL CLOTHING RACK 4 - ARM		\$ 116.15	\$ 151.80	
	LITERATURE RACK (FREE STANDING)		\$ 164.45	\$ 212.75	
	SIGN HOLDER 22" x 28"		\$ 107.53	\$ 139.78	
	TACKBOARD 4' x 6' VERTICAL		\$ 230.00	\$ 299.00	
	TACKBOARD 6' x 4' HORIZONTAL		\$ 230.00	\$ 299.00	
	GRID 2' x 8'		\$ 180.00	\$ 234.00	
	GRID 2' x 8' WITH LEGS		\$ 220.00	\$ 286.00	
	16" WATERFALL ARM FOR GRID		\$ 52.00	\$ 68.00	
	GRID HOOKS (CHOOSE SIZE BELOW) <input type="checkbox"/> 4" <input type="checkbox"/> 6" <input type="checkbox"/> 8"		\$ 12.00	\$ 16.00	

8' HIGH DRAPE* PER LN. FT. AT 10' INCREMENTS	FT	\$ 22.00	\$ 28.60	
8' UPRIGHT POLE W/BASE (NO DRAPE)		\$ 40.00	\$ 52.00	
12'-16' UPRIGHT POLE W/BASE (NO DRAPE)		\$ 90.00	\$ 117.00	
6' - 10' TELESCOPIC ROD (NO DRAPE)		\$ 29.90	\$ 34.50	
ZIP STANCHIONS (TENZA BARRIERS) Min. Order 2		\$ 90.00	\$ 117.00	

\*SELECT DRAPE COLOR - If no drape color is selected, the designated show color will be provided.

Silver

Black

White

### CANCELLATION POLICY

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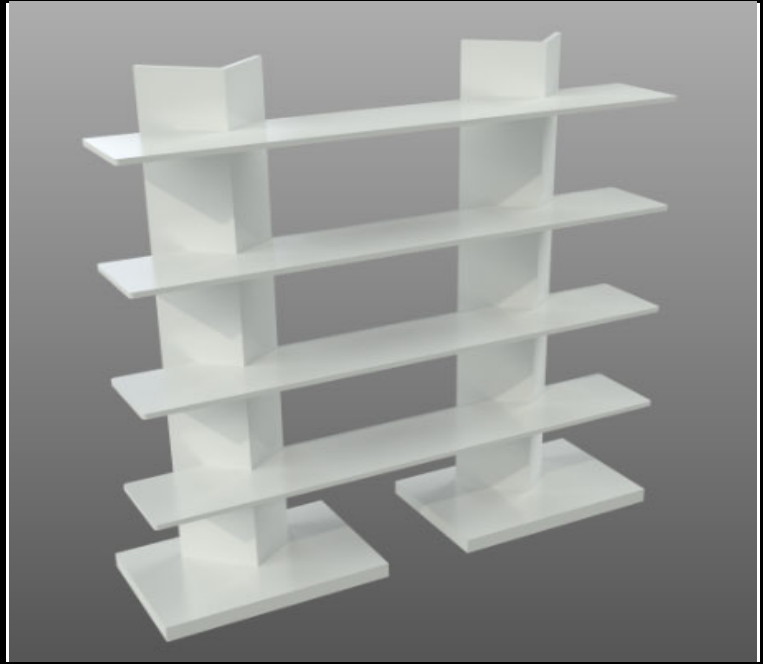
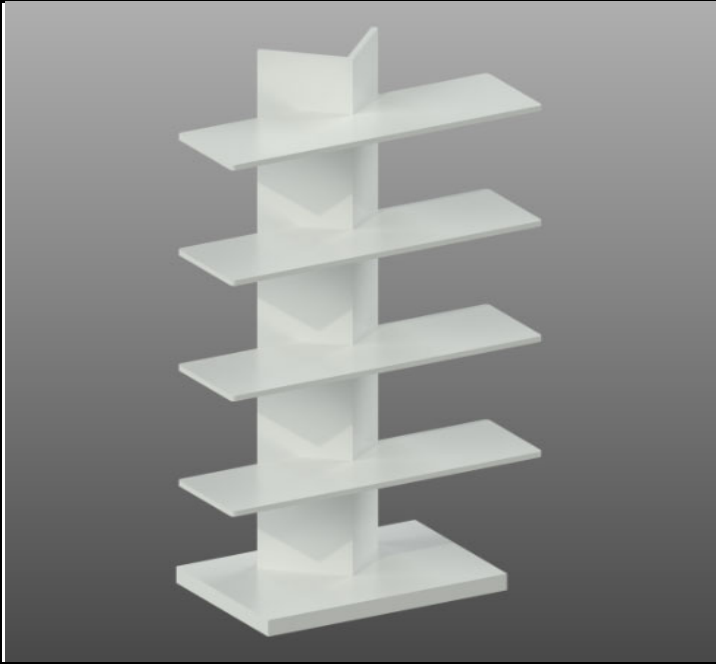
# VEGAS SHOOT 2024 TRADE SHOW

FEBRUARY 1 - 4, 2024

SOUTH POINT - ARENA &amp; CONCOURSE

COMPANY NAME		BOOTH #	
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## SHELVING UNITS

**DEADLINE DATE: 1/12/2024**


### SINGLE SHELVING UNIT

### DOUBLE SHELVING UNIT

<b>DISCOUNT PRICE</b>	<b>\$ 352.00</b>	<b>DISCOUNT PRICE</b>	<b>\$ 596.00</b>
<b>STANDARD PRICE</b>	<b>\$ 457.60</b>	<b>STANDARD PRICE</b>	<b>\$ 774.80</b>

<b>SINGLE SHELVING UNIT SPECS:</b>	UNIT: 39"W x 72"H
	SHELVES: (4) 39"W x 12"D
<b>DOUBLE SHELVING UNIT SPECS:</b>	UNIT: 72"W x 72"H
	SHELVES: (4) 72"W x 12"D

<b>SHELVING</b>		QUANTITY	DISCOUNT DEADLINE 1/12/2024	REGULAR PRICE	TOTAL	
		SINGLE UNIT		\$ 352.00	\$ 457.60	
		DOUBLE UNIT		\$ 596.00	\$ 774.80	

#### CANCELLATION POLICY

*Items cancelled after the discount deadline date will be charged at 50% of ordered price.*

*Items cancelled after show move-in begins will be charged 100% of the original price.*

*All materials are to remain the property of LVE.*

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# VEGAS SHOOT 2024 TRADE SHOW

FEBRUARY 1 - 4, 2024

SOUTH POINT - ARENA &amp; CONCOURSE

COMPANY NAME		BOOTH #	
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## SHOWCASES



FULL



HALF



QUARTER



CORNER HALF



CORNER QUARTER



TOWER



WALL CASE


 SEE-THROUGH  
WALL CASE

ALL UNITS COME STANDARD WITH FLORESCENT LIGHTING

ELECTRICAL OUTLET IS NOT INCLUDED

FULL, HALF OR QUARTER VIEW MUST BE SELECTED BELOW

<b>ORDER ONLINE</b> <a href="http://online.lvexpo.com" style="color: white;">online.lvexpo.com</a>	QTY	DISCOUNT DEADLINE <b>1/12/2024</b>	STANDARD PRICE	TOTAL
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SHOWCASES	BLACK 4'L (FULL HALF QUARTER) VIEW		\$ 743.82	\$ 966.97	
	WHITE 4'L (FULL HALF QUARTER) VIEW		\$ 672.98	\$ 874.88	
	BLACK 5'L (FULL HALF QUARTER) VIEW		\$ 813.39	\$ 1,057.41	
	WHITE 5'L (FULL HALF QUARTER) VIEW		\$ 742.55	\$ 965.32	
	BLACK 6'L (FULL HALF QUARTER) VIEW		\$ 882.97	\$ 1,147.86	
	WHITE 6'L (FULL HALF QUARTER) VIEW		\$ 812.13	\$ 1,055.77	
	BLACK CORNER (HALF QUARTER) VIEW		\$ 771.65	\$ 1,003.14	
	WHITE CORNER (HALF QUARTER) VIEW		\$ 708.40	\$ 920.92	
	BLACK TOWER 80"H x 20"W x 20"D		\$ 779.24	\$ 1,013.01	
	WHITE TOWER 80"H x 20"W x 20"D		\$ 695.75	\$ 765.32	
	BLACK WALL CASE 48"W		\$ 1,232.11	\$ 1,601.74	
	WHITE WALL CASE 48"W		\$ 1,148.62	\$ 1,493.61	
	BLACK WALL CASE 60"W		\$ 1,301.69	\$ 1,692.90	
	WHITE WALL CASE 60"W		\$ 1,218.20	\$ 1,583.65	
	BLACK WALL CASE 70"W		\$ 1,370.60	\$ 1,781.87	
	WHITE WALL CASE 70"W		\$ 1,287.77	\$ 1,674.10	
BLACK SEE-THROUGH WALL CASE		\$ 1,249.82	\$ 1,624.77		
WHITE SEE-THROUGH WALL CASE		\$ 1,166.33	\$ 1,516.23		
UPGRADED LED LIGHTING		\$ 153.06	\$ 198.98		

### CANCELLATION POLICY

*The Payment Authorization Form must be submitted with this order.*

*Cancellations after the discount deadline date will be charged at 50% of ordered price.*

*No credit will be given after move-in begins.*

Submit LVE forms to: [exhibitorservices@lvexpo.com](mailto:exhibitorservices@lvexpo.com) / FAX: 702-248-4113

# VEGAS SHOOT 2024 TRADE SHOW

FEBRUARY 1 - 4, 2024

SOUTH POINT - ARENA &amp; CONCOURSE

COMPANY NAME

BOOTH #

## CARPET ORDER

STANDARD	CARPET LENGTH	QUANTITY		DEADLINE 1/12/2024		STANDARD PRICE		TOTAL
	10' x 10'			\$	310.00	\$	403.00	
	10' x 20'			\$	620.00	\$	806.00	
	10' x 30'			\$	930.00	\$	1,209.00	
CUSTOM SIZES - 100 sqft increments For sizes over 300 sqft you will be charged custom price.	LENGTH		WIDTH		TOTAL SQ FT			
	TOTAL SQ FT		DISCOUNT	\$ 4.50	STANDARD	\$ 5.85		
<input type="checkbox"/> Red <input type="checkbox"/> Blue <input type="checkbox"/> Black <input type="checkbox"/> Gray <input type="checkbox"/> Burgundy								
If you order carpet but no color is selected above, black carpet will be installed. Orders of multiple runs of carpet do not include seaming and exact color match is not guaranteed.								
COLOR	10' x 10'			\$	600.00	\$	780.00	
	10' x 20'			\$	1,200.00	\$	1,560.00	
	10' x 30'			\$	1,800.00	\$	2,340.00	
	CUSTOM SIZES - 100 sqft increments For sizes over 300 sqft you will be charged custom price.	LENGTH		WIDTH		TOTAL SQ FT		
TOTAL SQ FT			DISCOUNT	\$ 7.50	STANDARD	\$ 9.75		
CIRCLE YOUR COLOR OPTION FOR PLUSH CARPET (COLOR SAMPLES ON FOLLOWING PAGE)								
Fire Red    Lime    Magenta    Purple    Orange    Sunshine    Forest    Process Blue    Black Bright Blue    Khaki    Cream    Snowflake    Silvermoon    Aluminum    Shadow    Slate    English Gray								
ACCESSORIES	10' x 10'			\$	800.00	\$	1,040.00	
	10' x 20'			\$	1,600.00	\$	2,080.00	
	10' x 30'			\$	2,400.00	\$	3,120.00	
	CUSTOM SIZES - 100 sqft increments For sizes over 300 sqft you will be charged custom price.	LENGTH		WIDTH		TOTAL SQ FT		
TOTAL SQ FT			DISCOUNT	\$ 10.00	STANDARD	\$ 13.00		
CIRCLE YOUR COLOR OPTION FOR ULTRA PLUSH CARPET (COLOR SAMPLES ON FOLLOWING PAGE)								
Fire Red    Lime    Magenta    Purple    Orange    Sunshine    Forest    Process Blue    Black Bright Blue    Khaki    Cream    Snowflake    Silvermoon    Aluminum    Shadow    Slate    English Gray								
PADDING PER SQ FT*				\$	1.95	\$	2.73	
VISQUEEN PER SQ FT*				\$	1.30	\$	1.65	
DOUBLE PADDING PER SQ FT*				\$	3.90	\$	5.46	
* 100 Square Feet Minimum Order								

### CANCELLATION POLICY

Items cancelled after the discount deadline date will be charged 50% of ordered price.

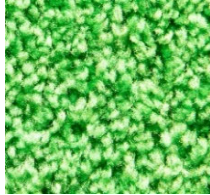
Items cancelled after show move-in begins will be charged 100% of ordered price.

No refunds on custom or plush carpet order    No credit will be given after close of event on anything ordered but not received.

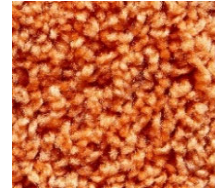
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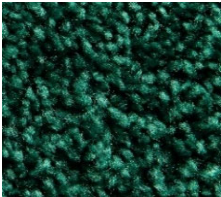
<b>COMPANY NAME</b>		<b>BOOTH #</b>	
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**CUSTOM CARPET COLORS**
**COLORS AVAILABLE FOR PLUSH AND ULTRA PLUSH**

**RED FIRE**

**LIME**

**MAGENTA**

**PURPLE**

**ORANGE**

**SUNSHINE**

**FOREST**

**PROCESS BLUE**

**BRIGHT BLUE**

**KHAKI**

**CREAM**

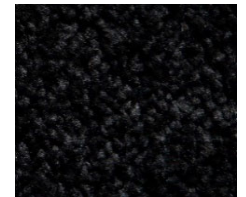
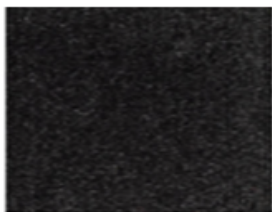
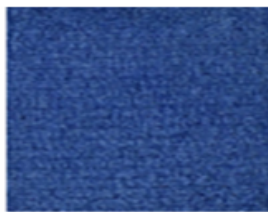
**SNOWFLAKE**

**SILVERMOON**

**ALUMINUM**

**SHADOW**

**SLATE**

**ENGLISH GRAY**

**BLACK**
**STANDARD CARPET COLORS**

**BLACK**

**BLUE**

**BURGUNDY**

**GRAY**

**RED**



# VEGAS SHOOT 2024 TRADE SHOW

FEBRUARY 1 - 4, 2024

SOUTH POINT - ARENA & CONCOURSE

COMPANY NAME		BOOTH #	
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## BOOTH CLEANING & PORTER SERVICE ORDER

### BOOTH CLEANING ORDER

VACUUMING	AVAILABLE SERVICES (Minimum 100 sq.ft.)	DISCOUNT DEADLINE Rate Per sq.ft. 1/12/2024	STANDARD PRICE Rate Per sq.ft.	TOTAL BOOTH SQ FT* (Minimum 100 sq.ft.)	TOTAL
	ONE TIME VACUUMING PRIOR TO SHOW OPEN	\$ 1.20	\$ 1.56	X _____ *	= _____ **
	DAILY VACUUMING PRIOR TO EACH SHOW DAY	\$ 3.92	\$ 5.12	X _____ *	= _____ **
*How to Calculate Booth Sq Ft? Length _____ X Width _____ = Total Booth Sq Ft _____					
**How to Calculate Total? Total Booth Sq Ft _____ x Rate _____ = Total _____					

### PORTER SERVICE ORDER

*Porter Service does NOT include vacuuming.*

PORTER SERVICE	PORTER SERVICE	SELECT BOOTH SIZE	SHOW DAYS	DISCOUNT DEADLINE 1/12/2024	STANDARD PRICE	TOTAL	
	RATES ARE PER SHOW DAYS						
	Up to 1,000 square feet		4	\$ 310.00 per day	\$ 400.00 per day		
1,001 to 3,000 square feet		4	\$ 370.00 per day	\$ 470.00 per day			
3,001 and above		4	\$ 540.00 per day	\$ 690.00 per day			

How to Calculate Porter Service? # of Show Days \_\_\_\_\_ X Rate \_\_\_\_\_ = Total \_\_\_\_\_

*Includes emptying of wastebaskets in your exhibit area in two hour intervals during show hours.*

*Porter Service does NOT include wiping down of booth.*

Please bring cleaning concerns to our attention onsite. LVE will be unable to address the concern after the close of the show.

#### ADDITIONAL CHARGES WILL APPLY FOR THE FOLLOWING:

- Removal of excessive items left in booth at the close of show will be charged per man hour to remove and possible dumpster fees.
- Removal of adhesive materials or stickers on the show floor will be billed per man hour for removal.

#### CANCELLATION POLICY

*Services cancelled after the discount deadline date will be charged 50% of ordered price.*

*Services cancelled after show move-in begins will be charged 100% of ordered price.*

*No credit will be given after close of event on anything ordered but not received.*

Submit LVE forms to: exhibitorservices@lvexpo.com / FAX: 702-248-4113



# VEGAS SHOOT 2024 TRADE SHOW

FEBRUARY 1 - 4, 2024  
SOUTH POINT - ARENA & CONCOURSE

COMPANY NAME	BOOTH #
--------------	---------

## GRAPHICS & SIGNS

**DISCOUNT DEADLINE: 1/12/2024**

LVE has the capabilities to provide you with the finest digital graphic reproduction available. Capabilities including four-color, photo-quality, high-resolution digital printing of virtually any size for banners, signage, exhibit graphics on a variety of substrates.

<p><i>Minimum order \$50.00</i></p> <p><i>Double sq. Ft. for double-sided graphics</i></p> <p><i>Round sq. Ft. to next whole increment</i></p> <p><i>File conversion, retouching, cloning or color correcting may incur additional labor charges.</i></p>	<table border="1" style="width:100%"> <tr> <td style="width:15%; height: 20px;"></td> <td style="width:5%; text-align: center;">L X</td> <td style="width:15%; height: 20px;"></td> <td style="width:5%; text-align: center;">W =</td> <td style="width:15%; height: 20px;"></td> <td style="width:10%; text-align: right;">sq. Ft.</td> </tr> <tr> <td style="font-size: small;">sq. Ft.</td> <td></td> <td style="font-size: small;">X RATE =</td> <td></td> <td></td> <td></td> </tr> </table>		L X		W =		sq. Ft.	sq. Ft.		X RATE =			
	L X		W =		sq. Ft.								
sq. Ft.		X RATE =											

DIGITAL GRAPHICS	MATERIAL (Per s/f)	DISCOUNT PRICE	STANDARD PRICE	MATERIAL	DISCOUNT PRICE	STANDARD PRICE
	1/4" PLEXIGLAS	\$ 60.00	\$ 72.00	3mm SINTRA	\$ 28.00	\$ 36.00
	3/16" FOMECOR	\$ 26.00	\$ 34.00	6mm SINTRA	\$ 32.00	\$ 40.00
	VINYL BANNER	\$ 16.00	\$ 24.00	FLOOR DECALS	\$ 36.00	\$ 44.00

PLEASE CONTACT OUR GRAPHIC DEPARTMENT FOR PRICE QUOTES ON GRAPHICS OVER 80 sq. Ft.

ELECTRONIC FILE NAME		MATERIAL (Choose Below)
PMS COLOR	<input type="checkbox"/> FOMECOR <input type="checkbox"/> PVC <input type="checkbox"/> PLEXI <input type="checkbox"/> GATORFOAM	
APPLICATION	<input type="checkbox"/> ECO-BOARD* <input type="checkbox"/> ULTRA-BOARD* <input type="checkbox"/> OTHER	
*The product offered has recycled content or has eco-friendly attributes and is 100% recyclable according to the manufacturer's specifications.		
SPECIAL INSTRUCTIONS		

STANDARD SIZES	STANDARD GRAPHIC SIZES	QTY	DISCOUNT DEADLINE 1/12/2024	STANDARD PRICE	TOTAL
	FOMECOR w/Easel Back 12" x 18" - single sided		\$ 90.00	\$ 116.00	
	FOMECOR SIGN 22" x 28" - single sided		\$ 104.00	\$ 136.00	
	FOMECOR SIGN 28" x 44" - single sided		\$ 206.00	\$ 268.00	
	FOMECOR SIGN 24" x 36" - single sided		\$ 144.00	\$ 188.00	
	FOMECOR SIGN w/Base 38" x 87" - single sided		\$ 550.00	\$ 716.00	
File conversion, retouching, cloning or color correcting may incur additional labor charges. Print ready graphics are required. Artwork must match the size requested. See below for graphic guidelines.					

## ARTWORK SUBMISSION REQUIREMENTS

It is our goal to provide our customers with accurate, high-quality graphics and trade show signs. In order to achieve this goal, all artwork submitted to us for production must meet ALL of the requirements listed below. Please send any questions/concerns to: [exhibitorservices@lvexpo.com](mailto:exhibitorservices@lvexpo.com)

**SIZE / SCALE - 10% Scaling Factor** Scale your finished artwork so that 1" = 0.1" (EXAMPLE: FOR A HEADER THAT MEASURES 77.5"W X 12"H IN REAL SIZE, THE GRAPHIC FILE WILL BE DESIGNED AT 7.75" W X 1.2" H) DO NOT include bleeds or gutters. DO include a die line for any router cuts needed.

**RESOLUTION - 600dpi MINIMUM** (1200dpi Recommended)

**COLOR MODE - CMYK** (Before submitting your artwork to us, please make sure you convert the color mode to CMYK.)

**FORMAT - TIFF, flattened** (We require the use of flattened TIFFs for all artwork.) PLEASE BE ADVISED - FAILURE TO ADHERE TO THESE REQUIREMENTS MAY PRODUCE UNPREDICTABLE RESULTS THAT MAY OR MAY NOT BE CORRECTABLE. FOR THIS REASON, WE WILL CONVERT/ADJUST ANY NON-TIFF FILES TO MEET THESE REQUIREMENTS, AND BILL THE CUSTOMER AT A RATE OF \$125.00/HR

**IMPORTANT!** - Please be 100% sure to convert ALL FONTS to OUTLINES! Do not send us font files to replace missing text.

**LVE will not offer any refunds on graphics that have been produced.**

Submit LVE forms to: [exhibitorservices@lvexpo.com](mailto:exhibitorservices@lvexpo.com) / FAX: 702-248-4113



# VEGAS SHOOT 2024 TRADE SHOW

FEBRUARY 1 - 4, 2024

SOUTH POINT - ARENA & CONCOURSE

COMPANY NAME	BOOTH #
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## DISPLAY LABOR ORDER

DEADLINE DATE: **1/12/2024**

### EXHIBIT INSTALLATION & DISMANTLING INFORMATION

LABOR	BEGIN DATE	START TIME	SPECIAL EQUIPMENT	# OF LABORERS	EST. HOURS EA.	TOTAL HOURS
INSTALLATION						
DISMANTLING						

LABOR	ESTIMATED CHARGES	HOURS	COST PER HOUR	TOTAL		
	STRAIGHT TIME (ST) - One Hour Minimum		\$ 115.50			
	OVERTIME (OT) - One Hour Minimum		\$ 173.25			
	DOUBLE TIME (DT) - One Hour Minimum		\$ 231.00			
<b>LABOR ORDERED AFTER THE DEADLINE WILL BE THE RATE OF: ST \$175.00 OT \$262.50 DT \$350.00</b>						
<i>MINIMUM CHARGE FOR LABOR IS ONE HOUR. Time will be calculated to include gathering equipment, materials and travel to and from booth space. If your representative has not reported to the exhibitor services desk at the time the labor had been requested, or if ordered labor is not utilized, a one hour minimum will be charged for each man ordered.</i>						
STRAIGHT TIME - After 8:00 AM and prior to 4:30 PM Weekdays. OVERTIME - Prior to 8:00 AM and after 4:30 PM weekdays, and weekends. DOUBLE TIME - Holidays, or any job exceeding 12 work hours in one day.						
EQUIPMENT	HOURS	STRAIGHT TIME	OVERTIME	DOUBLE TIME	TOTAL	
	FORKLIFT w/operator 0 to 4,000 lbs		\$ 365.00	\$ 547.50	\$ 730.00	
	If specific equipment is needed, please contact Exhibitor Services for a quote. <i>If forklift w/operator is not utilized, there will be a fee of one hour per equipment w/operator ordered.</i>					

SUPERVISION	<input type="checkbox"/> <b>DO NOT PROCEED:</b> The exhibitor will supervise the setup of their exhibit. Labor scheduled to begin other than 8:00 AM will be provided on a first come first serve basis. It is the exhibitors responsibility to request their labor at Exhibitor Services for all orders.
	<input type="checkbox"/> <b>OK TO PROCEED (MUST FILL OUT FORM BELOW):</b> LVE will supervise the setup of your exhibit. Your display will be installed and dismantled per your drawings and instructions. The exhibitor need not be present for this service. A 35% Supervision Fee will be added to the installation and dismantle invoice, (Minimum \$75.00). Your on-site personnel will be responsible for turning in Bills of Lading and shipping labels.

### LVE LABOR SUPERVISION FORM (NOTE: Your show site person is responsible for filling out Bills of Lading and Shipping Labels)

FREIGHT IS BEING SENT TO ADVANCED WAREHOUSE OR SHOW SITE		<input type="checkbox"/> ADVANCED WAREHOUSE	<input type="checkbox"/> SHOW SITE
SPECIAL INSTRUCTIONS			
# OF CRATES	SET-UP PLANS IN CRATE #	SET-UP PLANS ATTACHED	<input type="checkbox"/> YES <input type="checkbox"/> NO
SHOW CARRIER <input type="checkbox"/> YES	# OF SKIDS TO SHRINK WRAP	PHOTO ATTACHED	<input type="checkbox"/> YES <input type="checkbox"/> NO
OWN CARRIER <input type="checkbox"/> YES	# OF SKIDS/CRATES TO BAND	SELF-CONTAINED UNIT	<input type="checkbox"/> YES <input type="checkbox"/> NO
If not using our official show carrier, please fill out the below.		FACILITY FLOORING	<input type="checkbox"/> YES <input type="checkbox"/> NO
CARRIER NAME	PICK UP DATE	LVE RENTED CARPET	<input type="checkbox"/> YES <input type="checkbox"/> NO
CARRIER PHONE	PICK UP TIME	CARPET SENT WITH SHIPMENT	<input type="checkbox"/> YES <input type="checkbox"/> NO

CONSIGNEE (Where your freight is being shipped to when the show closes)

BILLING INFORMATION (Responsible party paying your carrier's shipping charges)

CO. NAME				CO. NAME			
ADDRESS				ADDRESS			
CITY	STATE	ZIP		CITY	STATE	ZIP	
SHOW	BOOTH #			SHOW			
CONTACT				CONTACT			
PHONE				PHONE			

**Labor orders must be sent in by the deadline date to ensure labor availability.**

**Onsite orders will be handled on a first come first serve basis at a higher rate and upon availability.**

Submit LVE forms to: [exhibitorservices@lvexpo.com](mailto:exhibitorservices@lvexpo.com) / FAX: 702-248-4113

# VEGAS SHOOT 2024 TRADE SHOW

FEBRUARY 1 - 4, 2024

SOUTH POINT - ARENA &amp; CONCOURSE

COMPANY NAME		BOOTH #	
--------------	--	---------	--

## RENTAL EXHIBIT PACKAGES

**DEADLINE DATE:**
**1/12/2024**

**10' EXHIBIT RENTAL**
**20' EXHIBIT RENTAL**
**DISCOUNT PRICE**      \$ 3,890.00

**DISCOUNT PRICE**      \$ 7,780.00

**STANDARD PRICE**      \$ 5,057.00

**STANDARD PRICE**      \$ 10,114.00

DISPLAY INCLUDES	DISPLAY INCLUDES
10' Free Standing Display	20' Free Standing Display
Silver Metal /Choice of Black or White Inserts	Silver Metal /Choice of Black or White Inserts
3 Meter Header w/Company Name	2 - 3 Meter Header w/Company Name
2 Arm Lights	4 Arm Lights
3 Shelves	6 Shelves
1 Meter Counter OPTIONAL - see additional price below	1 Meter Counter OPTIONAL - see additional price below
Carpet Gray	Carpet Gray
Installation and Dismantle	Installation and Dismantle

*Exhibits Do Not include Electrical Power or Electrical Labor. Electrical forms must be sent to the Electrical Contractor*

Please select a PANEL COLOR OPTION

BLACK

WHITE

*If color selection is not made at time of your order, your booth will automatically have white panels. The colors at show site are subject to availability.*
**HEADER**

Lettering will be standard black copy, background will be white. Be sure to clearly show spaces, upper and lowercase lettering. Logo is not included.

HEADER COPY:

**OPTIONAL ACCESSORIES**

	QUANTITY	DISCOUNT DEADLINE 1/12/2024	REGULAR PRICE	TOTAL
1 Meter Counter		\$ 450.00	\$ 584.00	
2' x 8' Grid		\$ 180.00	\$ 234.00	
Shelves		\$ 80.00	\$ 104.00	
Slat Wall - White or Black		\$ 143.75	\$ 186.30	
Light		\$ 110.00	\$ 142.00	
10' Package		\$ 3,890.00	\$ 5,057.00	
20' Package		\$ 7,780.00	\$ 10,114.00	

Contact Exhibitor Services for Custom Booth Packages at 888..989.3976 or email us at exhibitorservices@lvexpo.com

**CANCELLATION POLICY**
*Items cancelled after orders have been received will be charged 50% of the ordered price.*
*Items cancelled after show move-in begins will be charged 100% of the original price.*
*All materials are to remain the property of LVE.*

Submit LVE forms to: exhibitorservices@lvexpo.com / FAX: 702-248-4113



# VEGAS SHOOT 2024 TRADE SHOW

FEBRUARY 1 - 4, 2024  
SOUTH POINT - ARENA & CONCOURSE

## WORK AUTHORIZATION

**DEADLINE DATE: 1/12/2024**

**All Exhibitors using an Exhibitor Appointed Contractor must return this form.  
THIS FORM & CERTIFICATE OF INSURANCE MUST BE RETURNED BY THE STATED DEADLINE DATE.**

We have selected the following Exhibitor-Appointed Contractor(s) (EACs). The EAC has been notified that a General Liability Insurance Certificate is required by Show Management and must be received by LVE no later than deadline date.

**The contractor hired by the exhibitor must provide a certificate of insurance with at least the following limits:**

Comprehensive General Liability not less than \$1,000,000 with respect to injuries to any person in one occurrence; \$2,000,000 with respect to injuries to more than one person in any one occurrence; and \$500,000 with respect to damage of property; Worker's Compensation Insurance, including employee liability coverage, in a minimum amount not less than \$1,000,000 of individual and/or aggregate coverage, and naming Show Management(Event Name) and Exhibitor as additional insured.

**EAC COMPANY INFORMATION**

<b>EAC COMPANY NAME</b>			
<b>SERVICES TO BE PROVIDED</b>			
<b>EAC CONTACT PERSON(S)</b>			
<b>ADDRESS</b>			
<b>CITY</b>		<b>STATE</b>	
<b>PHONE</b>		<b>FAX</b>	
<b>EMAIL</b>			
<b>Is this company authorized to order services on your behalf?</b>		<input type="checkbox"/> YES	<input type="checkbox"/> NO
<b>Is this company responsible for charges incurred for the show?</b> <i>*If yes, both parties must complete and sign the Third Party form.</i>		<input type="checkbox"/> YES*	<input type="checkbox"/> NO
<b>EXHIBITING COMPANY</b>			
<b>PHONE</b>			
<b>BOOTH # (S)</b>			

I hereby authorize the company noted above to perform services on our behalf. Further, they have been provided with a copy of the Show Rules and Regulations as noted in the Exhibitor Manual and agree to abide by the same.

**SIGN:** \_\_\_\_\_ **PRINT:** \_\_\_\_\_

## CERTIFICATE OF LIABILITY INSURANCE

**PRODUCER:** Insurance Agent/Broker who issues certificate.

**NAME OF INSURED:** Must be the legal name of contracting party

**TYPES OF INSURANCE:** Must include types required by contract. See Official Services Provider Information in this Exhibitor Manual.)

**FORM OF COVERAGE:** Must be "occurrence" form coverage

**NAME ADDITIONAL INSUREDS:** LVE (Official Service Provider), <show organizer name> (Show Management), <show name> (Show) and <facility name> (Facility) as additional insureds on a primary and non-contributory basis.

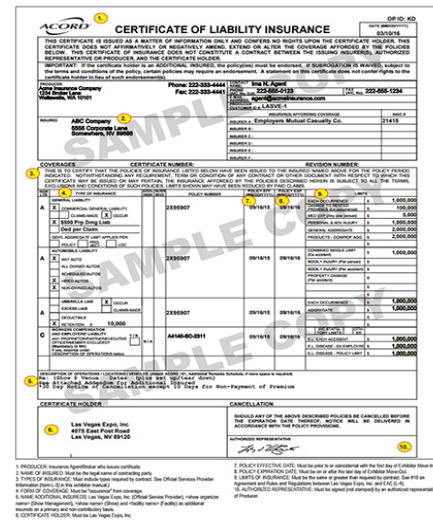
**CERTIFICATE HOLDER:** Must be LVE

**POLICY EFFECTIVE DATE:** Must be prior to or coincide with the first day of Exhibitor Move-In

**POLICY EXPIRATION DATE:** Must be on or after the last day of Exhibitor Move-Out

**LIMITS OF INSURANCE:** Must be the same or greater than required by contract. See Terms and Conditions located within this manual or online at [www.lvexpo.com](http://www.lvexpo.com)

**AUTHORIZED REPRESENTATIVE:** Must be signed (not stamped) by an authorized representative of Producer



**SUBMIT YOUR CERTIFICATE OF LIABILITY INSURANCE ONLINE:** <https://www.lvexpo.com/eacregistration/>

**THIRD PARTY PAYMENT AUTHORIZATION**

By submitting this form I authorize LVE to charge any additional amounts incurred by myself or my show representative, including material handling and/or labor charges. In the event the credit card provided declines, standard show site rate prevails and a \$25.00 service charge will be added. **CONVENIENCE FEE - All orders paid with a credit card will incur an additional non-refundable 3% fee.**

**THIRD PARTY'S CREDIT CARD**
**EXHIBITING COMPANY NAME**

<b>EXHIBITING COMPANY</b>		<b>BOOTH #</b>	
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**THIRD PARTY'S CREDIT CARD CHARGE AUTHORIZATION (INFORMATION MUST BE PROVIDED)**

<b>THIRD PARTY COMPANY</b>		<b>PHONE</b>	
----------------------------	--	--------------	--

<b>THIRD PARTY CONTACT</b>		<b>EMAIL</b>	
----------------------------	--	--------------	--

<b>ADDRESS</b>			
----------------	--	--	--

<b>CITY</b>		<b>STATE</b>		<b>ZIP</b>		<b>BOOTH #</b>	
-------------	--	--------------	--	------------	--	----------------	--

<input type="checkbox"/> <b>DISCOVER</b>	<input type="checkbox"/> <b>VISA</b>	<input type="checkbox"/> <b>MASTERCARD</b>	<input type="checkbox"/> <b>AMERICAN EXPRESS</b>
--	--------------------------------------	--	--

<b>ACCOUNT NUMBER</b>	
-----------------------	--

<b>EXPIRATION DATE</b>	<b>SECURITY CODE REQUIRED</b>
------------------------	-------------------------------

*The security code can be found on the front of your Amex or on back of your Visa, Discover and MasterCard.*

<b>CARDHOLDER'S BILLING ADDRESS (IF DIFFERENT FROM ABOVE)</b>	
---	--

<b>CITY</b>		<b>STATE</b>		<b>ZIP</b>	
-------------	--	--------------	--	------------	--

<b>CARDHOLDER'S NAME (PLEASE PRINT)</b>	
---	--

<b>CARDHOLDER'S SIGNATURE*</b>	<b>X</b> _____
--------------------------------	----------------

**\*By signing, I agree to the Terms and Conditions located within this manual. For your convenience, the above credit card information will be kept on file to be used for future shows and all outstanding balances.**

<b>SERVICES TO BE INVOICED TO THIRD PARTY</b>	
---	--

*Discount pricing applies only to orders received with full payment prior to the deadline date. See each form for their specified deadline date.*

**Damage to rental items outside of normal wear and tear could result in charges for replacement.**

If you suspect you have potential errors on your charge card you have 60 days after the error appeared on your statement to contact us. You must notify us of the potential errors in writing.

**CONVENIENCE FEE - All orders paid with a credit card will incur an additional non-refundable 3% fee.**

**Submit LVE forms to: exhibitorservices@lvexpo.com / FAX: 702-248-4113**

# VEGAS SHOOT 2024 TRADE SHOW

FEBRUARY 1 - 4, 2024

SOUTH POINT - ARENA &amp; CONCOURSE

COMPANY NAME		BOOTH #	
--------------	--	---------	--

## MATERIAL HANDLING

(The PAYMENT AUTHORIZATION FORM must accompany this form)

ALL SHIPMENTS MUST BE PREPAID WITH CERTIFIED WEIGHT TICKETS. COLLECT SHIPMENTS WILL NOT BE

**MATERIAL HANDLING**

200 LBS MINIMUM	STANDARD	LATE	SPECIAL HANDLING	SPECIAL HANDLING LATE
<b>ADVANCE WAREHOUSE</b>	<b>\$ 114.00</b> Per 100 lbs	<b>\$ 148.20</b> Per 100 lbs	<b>\$ 159.60</b> Per 100 lbs	<b>\$ 207.48</b> Per 100 lbs
Crated/boxed exhibit material received at warehouse prior to show move-in, up to 30 days free storage and delivery to show site. LVE does not accept PAD WRAPPED SHIPMENTS at advanced warehouse all rates are per shipment received. See Show Information for delivery deadline dates.				
200 LBS MINIMUM	STANDARD	LATE	SPECIAL HANDLING	SPECIAL HANDLING LATE
<b>SHOW-SITE</b>	<b>\$ 110.00</b> Per 100 lbs	<b>\$ 154.00</b> Per 100 lbs	<b>\$ 154.00</b> Per 100 lbs	<b>\$ 200.20</b> Per 100 lbs
Crated/boxed exhibit material received at show site. See Show Information for delivery deadline dates.				

**Material Handling rates are round trip rates  
there will be no additional handling fees at show.**

SMALL PACKAGES	PER SHIPMENT RECEIVED	WAREHOUSE FIRST PACKAGE	WAREHOUSE ADDITIONAL PACKAGE	SHOW SITE FIRST PACKAGE	SHOW SITE ADDITIONAL PACKAGE
	<b>SMALL PACKAGE</b>		<b>\$ 75.00</b>	<b>\$ 60.00</b>	<b>\$ 85.00</b>
		30% Late fee if received after deadline date		Maximum weight per shipment is 25lbs.	
Items received without documentation will be delivered without guarantee of piece count or condition.					

TOTALS	WEIGHT PER SHIPMENT	RECEIVING LOCATION		RATE	ESTIMATED TOTAL
		<input type="checkbox"/> WAREHOUSE	<input type="checkbox"/> SHOW SITE		
		<input type="checkbox"/> WAREHOUSE	<input type="checkbox"/> SHOW SITE		
		<input type="checkbox"/> WAREHOUSE	<input type="checkbox"/> SHOW SITE		
		<input type="checkbox"/> WAREHOUSE	<input type="checkbox"/> SHOW SITE		

### USE THE SHOW SHIPPING LABELS DO NOT SHIP DIRECTLY TO THE FACILITY

<b>INSTRUCTIONS</b>	All material handling rates include delivery to booth	All shipping charges must be prepaid
	Materials must arrive during published dates to avoid additional charges	No collect shipments. "COD"
	Shipments arriving at the warehouse after move-in will be late and will incur an additional delivery charge	
	SPECIAL HANDLING	
	UPS, FedEx, USPS, loose, uncrated exhibit material, van line	Materials with no inbound documents
	Material with no certified weights	Materials with no pick points received

### OVERTIME (OT)

**OVERTIME FEES ARE INCLUDED IN THE ABOVE PUBLISHED RATES.**

Formula for estimating freight between 25 lbs. and 200 lbs.: Round up to minimum 200 lbs.

Example Only: Shipment to the warehouse weighing 89 lbs. Rounded to minimum of 200 lbs. at \$114.00 per 100 lbs = minimum charge of \$228.00

Formula to estimate charges over 200 lbs.: Number of lbs. Rounded to the next 100, divided by 100, x rate = estimated charges.

Example: Shipment to the warehouse weighing 328 lbs. Rounded to the next 100 = 400, divided by 100 = 4 x \$114.00 = \$456.00

**DUAL SHOW DRAYAGE RATE FOR CROSS SHOW HANDLING \$26.00 per cwt (200 LBS MINIMUM)**

**The Dual Show Drayage Rate ONLY applies to the movement of freight from NABA to VEGAS SHOOT .**

**All Exhibitor Material Handling charges, as outlined in this manual will be in effect.**

Submit LVE forms to: [exhibitorservices@lvexpo.com](mailto:exhibitorservices@lvexpo.com) / FAX: 702-248-4113



**LVE**

**WAREHOUSE DELIVERY**

**RECEIVING DATES WITHOUT LATE FEES**

**Tuesday, January 2, 2024 - Friday, January 19, 2024**

**TO:**

\_\_\_\_\_  
**EXHIBITOR NAME**

**C/O: LVE-IT Vegas**

**6225 Annie Oakley Drive  
Las Vegas, NV 89120**

**EVENT: VEGAS SHOOT 2024**

**NO. \_\_\_\_\_ OF \_\_\_\_\_ PIECES**

**BOOTH #:**



**LVE**

**WAREHOUSE DELIVERY**

**RECEIVING DATES WITHOUT LATE FEES**

**Tuesday, January 2, 2024 - Friday, January 19, 2024**

**TO:**

\_\_\_\_\_  
**EXHIBITOR NAME**

**C/O: LVE-IT Vegas**

**6225 Annie Oakley Drive  
Las Vegas, NV 89120**

**EVENT: VEGAS SHOOT 2024**

**NO. \_\_\_\_\_ OF \_\_\_\_\_ PIECES**

**BOOTH #:**



**LVE**

**DIRECT TO SHOW SITE**

**CAN ONLY BE DELIVERED**

**Wednesday, January 31, 2024 : 8:00 AM - 5:00 PM**

**TO:**

\_\_\_\_\_  
**EXHIBITOR NAME**

**C/O: LVE**

**SOUTH POINT - ARENA & CONCOURSE**

**9777 S. Las Vegas Blvd**

**Las Vegas, NV 89183**

**EVENT:**

**VEGAS SHOOT 2024**

**NO. \_\_\_\_\_ OF \_\_\_\_\_ PIECES**

**BOOTH #:**



**LVE**

**DIRECT TO SHOW SITE**

**CAN ONLY BE DELIVERED**

**Wednesday, January 31, 2024 : 8:00 AM - 5:00 PM**

**TO:**

\_\_\_\_\_  
**EXHIBITOR NAME**

**C/O: LVE**

**SOUTH POINT - ARENA & CONCOURSE**

**9777 S. Las Vegas Blvd**

**Las Vegas, NV 89183**

**EVENT:**

**VEGAS SHOOT 2024**

**NO. \_\_\_\_\_ OF \_\_\_\_\_ PIECES**

**BOOTH #:**



# VEGAS SHOOT 2024 TRADE SHOW

FEBRUARY 1 - 4, 2024

SOUTH POINT - ARENA & CONCOURSE

COMPANY NAME		BOOTH #	
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## OUTBOUND SHIPPING INFORMATION

**This form does not replace the Outbound Material Handling Agreement (MHA) that must be completed on site.**  
 Exhibitors must pickup, complete and return the Outbound MHA to the LVE Exhibitor Service desk onsite.  
 Shipments with no paperwork will incur additional charges and be return to the warehouse for disposition.  
**IF YOU DO NOT CHOOSE AN OPTION BELOW AND YOUR CARRIER DOES NOT SHOW UP ONSITE, YOUR FREIGHT WILL BE AUTOMATICALLY RE-ROUTED WITH THE SHOW CARRIER AT THE EXHIBITOR'S EXPENSE.**

**Material Handling rates are round trip rates  
 there will be no additional handling fees at show.**

In the event your selected carrier does not show please select one of the following here below.

RE-ROUTE VIA SHOW CARRIER PER ABOVE INSTRUCTIONS OR  RETURN SHIPMENT TO WAREHOUSE AT EXHIBITOR'S EXPENSE

**NOTE:** Exhibitor is responsible for contracting any carrier except those recommended in this manual. LVE will not be responsible for literature/products not properly packed and labeled by exhibit personnel.

I understand that LVE shall not be responsible for loss, theft or damage to any display installed or dismantled under LVE's supervision of labor, nor for any misdirected, delayed or lost shipment of said display. I further understand that it is my/our responsibility to provide LVE with complete and accurate written instructions for the packing and/or shipping of said display by LVE supervised labor. Payment of all services will be my/our responsibility as the exhibitor.

SIGN: \_\_\_\_\_ PRINT: \_\_\_\_\_ DATE: \_\_\_\_\_

Once your shipment is packed and ready to be picked up, please return the Material Handling Agreement to Exhibitor Services. SHIPMENTS WITHOUT PAPERWORK TURNED IN WILL BE RETURNED TO OUR WAREHOUSE AT THE EXHIBITOR'S EXPENSE. LVE will make arrangements for all LVE exhibit transportation shipments. Arrangements for pick-up by other carriers is the responsibility of the exhibitor.

## RETURN FREIGHT & STORAGE

<b>WAREHOUSE</b>	Rates include delivery of shipment at close of show to LVE warehouse for storage or loading to outbound carriers. Freight that is crated or skidded and weighs 50 lbs. or more will be charged the following rates with a 1,000 lb. minimum.		
	OVERTIME fees are based on incoming weight - When move-in and/or move-out times are scheduled during overtime hours due to circumstances beyond the control of LVE, any shipment delivered to, and/or picked up from show site, will be charged at an additional rate.		
	<b>DRAYAGE TO WAREHOUSE</b>	\$ 22.00	per 100 lbs.
	<b>WAREHOUSE HANDLING</b>	\$ 9.50	per 100 lbs.
All freight returned to warehouse that is less than 50 lbs. will have a flat rate charge of \$94.50. A LVE Outbound Material Handling Form is required to be completed on site at the close of the show for this service.			

<b>STORAGE</b>	<b>MONTHLY STORAGE RATE</b>	\$9.50	per 100 lbs.
	<b>Monthly storage rate is billed quarterly, at \$28.50 per 100 lbs. (1,000 lbs. minimum)</b>		
	All freight must be crated, palletized or boxed to be eligible for storage. LVE reserves the right to refuse to store freight due to condition of the freight, past payment history, etc. A signed Storage Agreement is required for storage of your freight.		
<b>*By signing, I understand and agree that LVE reserves the right to remove and dispose of stored materials from our facility after 90 days of non-payment.</b>			

SIGN\*: \_\_\_\_\_ PRINT: \_\_\_\_\_ DATE: \_\_\_\_\_

## ADVANTAGES OF STORING WITH LVE

- Save on expensive shipping charges.
- Storage freight is delivered to the show in advance of direct shipment.
- No Marshalling Yard, Check-in, or waiting
- Warehouse facilities and services are located in Las Vegas, Nashville, & Denver for year round access.
- 30 Days free storage included in LVE advance material handling rates.

The PAYMENT AUTHORIZATION FORM must accompany this form

Submit LVE forms to: exhibitorservices@lvexpo.com / FAX: 702-248-4113



February 1 - 4, 2024

**AIRWAYS FREIGHT**  
LAND • AIR • SEA

**Official Freight Carrier & Customs Broker**  
**Worldwide Trade Show Transportation**

- **Domestic & International**
- **Next or Second-Day Air**
- **Customs Broker on Staff**
- **LTL or Full Truckload**
- **Ocean LCL or Full Container**
- **24/7/365 Customer Service**



**Priority freight handling by our partners at:**



**LVE**

**For immediate assistance 24/7/365**  
**Call: 800.643.3525**  
**Email: LVExpo@airwaysfreight.com**

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**Serving the Trade Show Industry for 35+ years!**

**LIMITS OF LIABILITY & RESPONSIBILITY****I. TERMS AND CONDITIONS**

These terms and conditions, limitations of liability, and time limitations are binding on all parties and their representatives, including Exhibitor Appointed Contractors, Installation & Dismantle personnel, as well as agents of the parties. They may be changed by LVE without notice. LVE assumes no liability in connection with Client's use and Client's supervision of union labor provided by LVE. Client agrees and understands that its employees and representatives attend the show site at their own risk.

All charges for services or materials are due in advance or at the time of order. A credit card on file and authorization to charge it is required to place an order. Payment may be made by credit card, check, or wire transfer. A credit card on file with LVE and authorization to charge it is required in order to pay by check or wire transfer. Fees for cancellation of an order can range up to the full amount of the order (up to 100%) depending on the pre-event work already performed, set up costs, and other factors. A non-refundable deposit will be required.

Outstanding balances must be paid by the end of the show. A late charge of 1.5% per month applies to any amounts not settled before the end of the event. LVE reserves the right to retain Client's goods in appropriate circumstances for amounts due which have not been settled. Client is responsible for all charges involved in the rendering of services or materials in the transaction with LVE, and for all amounts incurred in connection with the transaction with LVE which involve the event. Parties agree that the credit card provided to LVE may be charged for services, material handling, labor, and for other services and materials related to the transaction, including those provided by any third parties, representatives, or agents of the parties. By placing an order online or otherwise, client authorizes LVE to charge its credit card and agrees that LVE may charge the credit card provided to LVE by Client for any services, equipment, transportation, shipping, or materials as described and set forth in this Paragraph. Client authorizes LVE to charge all amounts to the credit card on file for said materials and services ordered by Client or Client's representatives as well as for said materials and services rendered to Client's company.

In order to obtain advance pricing, payment must be received and accepted by LVE prior to the deadline. After the conclusion of the event, LVE will make any adjustments to an invoice, if applicable. If Client is tax exempt in the state in which the event is held, a sales tax exemption certificate must be submitted to LVE.

Services and goods have separate, specific forms that apply to their order. Client must review the specific form that is applicable to the ordered service or materials for additional terms and conditions contained therein. LVE has a separate agreement with terms and conditions that apply to storage of goods. Client shall review LVE's form that pertains to the agreement for storage of goods for additional provisions that apply and authorize said form for the storage of any materials.

**II. LIMITS OF LIABILITY & RESPONSIBILITY**

1) The placing of an order for services, equipment, transportation, shipping, or materials by a client or any agent of the Client shall be construed as an offer subject to acceptance and approval of LVE in its sole discretion. Upon participation of any LVE show or event, the Client and its agents shall be bound by the terms and conditions set forth in Sections 2 through 8 below and Sections 1 through 7 in Part III. Likewise, once LVE has accepted and approved the Client's offer, any shipper consigning or delivering a shipment to LVE or its subcontractors on behalf of Client shall be bound by the terms and conditions set forth in Sections 2 through 8 below and Sections 1 through 7 in Part III.

2) LVE and its subcontractors shall not be liable for: damage to, or loss of, pieces of art; fragile equipment; electronics; uncrated freight; freight improperly packed or improperly labeled; glass breakage; concealed damage as determined by LVE; for delay to uncrated freight or freight improperly packed or labeled; or for ordinary wear and tear which occurs in the handling of the goods. Client shall package and label items properly before goods are moved or shipped; this includes making sure that goods are packed to withstand transport using forklifts, dollies, and related equipment.

3) Relative to inbound shipments, there may be a lapse of time between the delivery of shipment(s) to a booth by LVE or its subcontractors and the arrival of the Client's representative at the booth. Similarly, relative to outgoing shipment(s), it is possible that there will be a lapse of time between the completion of packing and the actual pick-up of materials from the booth for loading onto a carrier. It is understood that during such times the shipment(s) will be left in the booth unattended. Therefore, it is agreed that LVE and its subcontractors are not responsible for the loss or disappearance of, or damage to any items left in the booth unattended at any time, or for loss, disappearance, or damage occurring during the time the items are transported to dock and subsequently accepted by carrier. All bills of lading covering outgoing shipment(s) submitted to LVE or its subcontractors by Client will be checked at the time of pick-up from the booth and corrected where discrepancies exist. Received goods must be accompanied by documents showing appropriate details, such as bills of lading or suitable documents showing unit counts. If goods are not accompanied by such documents there shall be no guarantee as to the goods' condition or as to the piece count.

4) LVE and its subcontractors shall not be held liable for any damage incurred during the handling of equipment requiring special devices to properly load, place or reload, unless advance notice has been given to LVE in time to obtain the proper equipment.

5) LVE and its subcontractors shall not be held responsible for any loss, delay, or damage due to events beyond their reasonable control which cannot be avoided by the exercise of due care and prudence, including without limitation, strikes, labor disputes, lockouts or work stoppages of any kind, fire, theft, windstorm, water, vandalism, acts of God, failure of power or utilities, events of force majeure, actions or lack thereof of Client or other third parties, and the transportation of fragile items.

6) LVE and its subcontractors shall not be liable for ordinary wear and tear in the handling of materials and/or equipment. LVE shall not be responsible for damage to shrink wrapped items.

7) LVE and its subcontractors are not to be held liable for events of loss or damage to Client's property; that is, LVE does not insure the Client's property against loss or damage, nor does it provide full replacement value should loss or damage occur. Insurance, if any, shall be obtained by the Client. Amounts payable by LVE under this Paragraph are based on the scope of the liability as herein set forth and are unrelated to the value of the Client's property. Provisions of this paragraph shall apply if Client's property is lost or damaged through performance or nonperformance of services by LVE or from the negligence of LVE, its subcontractors, or their respective employees. If such loss or damage occurs, the liability of LVE and its subcontractors shall be limited to a sum equal to \$.30 per pound per article, with a maximum liability of \$50.00 per item or \$1,000.00 per shipment, whichever is less. This amount shall be considered Client's agreed-upon damages and exclusive remedy.

8) LVE will not be bound to honor any claim or action brought against LVE or its subcontractors more than 60 days after the date of incident.





# VEGAS SHOOT 2024 TRADE SHOW

FEBRUARY 1 - 4, 2024  
SOUTH POINT - ARENA & CONCOURSE

## LIMITS OF LIABILITY & RESPONSIBILITY CONTINUED

### III. LIMITATION OF LIABILITY

- 1) LVE AND ITS SUBCONTRACTORS SHALL NOT BE LIABLE TO ANY EXTENT WHATSOEVER FOR ANY INDIRECT, SPECIAL, INCIDENTAL, OR CONSEQUENTIAL DAMAGES, WHICH MAY INCLUDE, BUT ARE NOT LIMITED TO ANY ACTUAL, POTENTIAL OR ASSUMED LOSS OF PROFITS OR REVENUES, LOSS OF USE OF EQUIPMENT OR PRODUCTS, OR ANY COLLATERAL COSTS THAT MAY RESULT FROM ANY LOSS OR DAMAGE TO CLIENT'S MATERIALS OR ANY INJURY TO CLIENT'S PERSONNEL WHICH MAY MAKE IT IMPOSSIBLE OR IMPRACTICAL FOR CLIENT TO EXHIBIT ITS MATERIALS.
- 2) Client agrees in connection with the receipt, handling, temporary storage and reloading of its freight, that LVE and its subcontractors will provide these services as Client's agent and not as bailee or shipper. If any employees of LVE or its subcontractors sign a delivery receipt, bill of lading or other document, the parties agree that LVE or its subcontractors will do so as the Client's, and the Client shall accept the responsibility thereof.
- 3) LVE and its subcontractors shall not be liable for shipments received without receipts, freight bill, or specified unit counts on receipts or freight bills. Such shipments will be delivered to booth without guarantee of piece count or condition.
- 4) Empty container labels will be available at the LVE Service Desk. Affixing the labels is the sole responsibility of the Client or its representative. It is understood that these labels are used for Empty Storage only, and LVE and its subcontractors assume no responsibility or liability for loss or damage to contents while containers are in storage or for mislabeled containers.
- 5) In order to expedite removal of freight from the show site, LVE shall have the authority to change designated carriers, if assigned carriers do not pick up on time. Where the Client makes no disposition, freight will be taken to a warehouse or forced shipped on a carrier determined by LVE and the Client agrees to be responsible for payment charges relating to such handling and shipping. LVE assumes no liability as a result of such rerouting or handling.
- 6) Dry and Cold Storage – Client stores products at its own risk. LVE assumes no liability or responsibility for dry or cold storage.
- 7) The Client agrees, in the event of a dispute with LVE or its subcontractors related to any loss or damage to any of the Client's freight or equipment, that the Client will not withhold payment in any amount due to LVE for freight handling services or any other services provided by LVE or its subcontractors as an offset against the amount of the alleged loss or damage. Instead, the Client agrees to pay LVE prior to the close of the show for all such charges and further agrees that any claim the Client may have against LVE or its subcontractors shall be pursued independently by the Client as a completely separate transaction to be resolved on its own merits.

\* \* \* \* \*

Be sure your freight is insured from the time it leaves your place of business until it is returned after the show. It is suggested that Clients arrange all risk coverage. Riders to existing policies can usually do this. Contact your insurance representative. Also, be sure your liability insurance is in effect during transmit and return of your freight, during storage, and at show site. All transit claims will be referred to the common carrier.

\* \* \* \* \*

Client shall hold harmless, protect, defend, and indemnify LVE and LVE's subcontractors, its employees, agents, contractors, representatives, installation and dismantle persons, persons supervising union labor obtained through LVE, including reasonable attorney fees and court costs, for and against every claim, demand, damage, cause of action, suit or other litigation, without limit and without regard to the cause or causes thereof or the fault of any party, on account of or stemming from every instance of bodily injury to persons, or loss or damage to property other than goods, arising from performance of services.

The terms and conditions of this agreement and transaction with LVE shall be construed in accordance with and governed by the applicable laws of the United States of America and the laws of the State of Nevada where applicable. Any action or proceeding against LVE under or in connection with this Agreement or transaction with LVE, or any of the forms or Contract Documents involving LVE providing services or materials for the event, may be brought in the Courts of the State of Nevada, County of Clark.

\* \* \* \* \*

I, the Client herein, agree that submitting my order online or otherwise shall constitute my acceptance of, and electronic signature to, this Agreement. I have read and understand all of the terms of this Agreement. By submitting this information to LVE, I hereby agree to, consent to, and authorize this Agreement and all of its terms.

**SHOW SITE WORK RULES****\*\* ATTENTION \*\*****UNION JURISDICTION**

To simplify show preparation, we are certain you will appreciate knowing in advance that Union Labor will be required for certain aspects of your exhibit handling. To help you understand the show site work rules, we ask that you read the following.

**EXHIBIT LABOR**

Local Union has jurisdiction through a labor agreement with all contractors for the installation, touch-up painting, dismantling and repair of all exhibits. This work is to include wall coverings, floor coverings, pipe and drape, painting, hanging signs and decorative material from the ceiling, and the erection of platforms used for exhibit purposes. To secure labor, please utilize the labor form enclosed.

If full-time company personnel are utilized to set their exhibits, they must carry positive company identification such as medical identification card or payroll stub. This rule prohibits the utilization of workers hired from a non-union agency or company.

**DEFINITION OF EXHIBITS THAT FULL-TIME COMPANY PERSONNEL MAY SET: 10 X 10, 10 X 20, KNOWN AS MOM & POP POP-UPS (NO GEM WALLS OR HARD WALL EXHIBITS MAY BE SET BY EXHIBITOR).**

Local Union jurisdiction does not cover the placement of your products on display, the opening of cartons containing your products, nor the performance, testing, maintenance, or repairs of your machinery or products.

**FREIGHT HANDLING**

Local Union has jurisdiction through a labor agreement with the General Contractor for the loading and unloading of all trucks, trailers, and common and contact carriers as well as the handling of empty crates and the operation of material handling equipment and any mechanical devices such as forklifts, pallet jacks, hijackers, etc. The Local Union also has the jurisdiction of the unloading, uncrating, un-skidding, leveling, painted, and assembly of machinery and equipment and the reverse process.

The General Contractor has the responsibility of receiving and handling all the exhibit materials and empty crates. It is their responsibility to manage docks and schedule vehicles for the smooth and efficient move-in/move-out of the trade. Show.

An exhibitor may "hand carry" merchandise and "pop ups" only, provided they do not use material handling equipment to assist them, such as push carts, two or four wheel dollies or anything with wheels. When an Exhibitor chooses to "hand carry" materials they must utilize the "hand carry doors". They are not permitted to access to the loading dock/freight door areas. Please see the Hand Carry Policy contained in this kit for details.

Exhibitors may deliver materials to the loading dock/freight doors in their own personnel vehicle with the following restrictions:

1. The General Contractor has complete control of the loading dock at all times;
2. Exhibitors may not leave vehicles unattended at the loading areas. Any unattended vehicle may be towed.
3. All materials must be handled by the freight department and subject to the published material handling prices.

**GRATUITIES**

The General Contractor and I&D companies signatory to the contractor with Teamsters Local Union requires that exhibitors do not tip its employees by giving money, merchandise, or other special consideration for services rendered. Any attempts to solicit or take gratuity by an employee for any service, should be reported immediately to a supervisor of the contractor. Contracted employees are paid an excellent wage, and tipping is not an accepted policy.

All craftsmen dealing with exhibitors will do so in a courteous and professional manner. All questions arising with regard to the Union's jurisdiction or practices must be directed to the General Contractor and the Union.

**FIRE & SAFETY REGULATIONS****NOTICE: SMOKING IS PROHIBITED IN EXHIBIT AREAS DURING MOVE-IN AND MOVE-OUT DUE TO THE ACCUMULATION OF COMBUSTIBLE MATERIALS.**

1. ALL MATERIALS USED IN CONSTRUCTION AND DECORATION OF AN EXHIBIT MUST BE CERTIFIED AS FLAME RETARDANT. Fabrics must be certified as flame retardant or a sample must be available for testing. Materials that cannot be treated to meet requirements, may not be used. A flame-proofing certificate should be available for inspection.
2. ALL EXITS AND AISLES MUST BE KEPT CLEAR AND UNOBSTRUCTED. No furniture, signs, easels, chairs, or displays may protrude into aisles.
3. DESIGNATED "NO FREIGHT" AISLES MUST BE MAINTAINED CLEAR OF CRATES AND EXHIBIT MATERIALS DURING MOVE-IN AND MOVE-OUT. These aisles are required for emergency access throughout the hall and to expedite freight and empty crate moving.
4. ALL FIRE HOSE RACKS, FIRE EXTINGUISHERS AND EMERGENCY EXITS MUST BE VISIBLE AND ACCESSIBLE AT ALL TIMES. This includes fire protection equipment located within exhibits. Exits and exit signs must not be covered by drapes or obscured from view by exhibit components.
5. VEHICLES ON DISPLAY MUST HAVE FUEL FILLER CAPS LOCKED OR SEALED TO PREVENT ESCAPE OF VAPORS AND TO AVOID TAMPERING. Fire code stipulates that fuel in fuel tanks shall not exceed 5 gallons or 1/4 of tank capacity, whichever is less. Batteries must be disconnected. Auxiliary batteries not connected to engine starting system may be left connected. External transformers are recommended for demonstration purposes. A fire extinguisher must be present, visible, and accessible at all times.
6. COMBUSTIBLE MATERIALS MUST NOT BE STORED BENEATH DISPLAY VEHICLES. Space beneath vehicles must be clear and visible except for permitted electrical supplies.
7. VEHICLES IN THE BUILDING FOR UNLOADING MUST NOT BE LEFT WITH ENGINES IDLING. Exhaust gases present extreme hazards to workers on catwalks. If the engine cannot be shut down, the vehicle must be removed from the building as quickly as possible.
8. ALL 110-VOLT EXTENSION CORDS SHALL BE GROUNDED THREE WIRE, #14 OR LARGER AWG COPPER WIRE. Connectors must not be supported by cords. Two wire, "Zip Cords" are not permitted other than factory installed appliance connectors; these may not exceed (6) feet in length and must be UL approved with built in over-load protectors.
9. COMPRESSED GAS CYLINDERS, INCLUDING LPG, ARE PROHIBITED UNLESS APPROVED BY FIRE SAFETY OFFICE. Flammable gases, i.e.: butane, propane, natural gas; are subject to prior approval. Compressed gas cylinders cannot be stored inside the building. After show hours, gas cylinders must be removed from the show floor and stored outside or off-site.
10. CUBE TAP ADAPTERS ARE PROHIBITED (UNIFORM FIRE CODE 85.107). MULTI-PLUG ADAPTERS MUST BE UL APPROVED AND HAVE BUILT-IN OVERLOAD PROTECTION. Connectors must not be used to exceed their listed ampere rating.
11. ELECTRICAL WORK UNDER CARPETS MUST BE DONE, OR SUPERVISED, BY THE OFFICIAL CONTRACTOR'S ELECTRICIANS. All wiring on the floor must be Type "SO" cord, insulated to qualify for "extra hard usage", must be No. 12AWG or larger, and must be protected against injury. All temporary wiring must be accessible and free from debris and storage materials. Hard backed booths must be at least 9 inches from rear booth lines and 18 inches between hard walls.
12. NO STORAGE OF ANY KIND IS ALLOWED BEHIND BOOTHS OR NEAR ELECTRICAL SERVICE. Materials necessary to the exhibit must be stored within the exhibit. Electrical cords and connectors must be accessible and shall not be covered. Areas enclosed by solid walls and ceilings must be provided with approved smoke detectors.
13. ALL EMPTY CARTONS OR CRATES MUST BE LABELED AND REMOVED FOR STORAGE OR THEY WILL BE REMOVED AS TRASH. Crates or raw flammable materials are not to be used as exhibit supports.
14. MATERIALS FOR HANDOUTS MUST BE LIMITED TO A ONE-DAY SUPPLY AND MUST BE STORED NEATLY WITHIN THE BOOTH. Violators will be notified and if not removed by show opening, show decorator will remove and store at EXHIBITOR'S EXPENSE. All storage must be kept clear of electrical cables or junction boxes.
15. FLAMMABLE OR COMBUSTIBLE LIQUIDS ARE PROHIBITED INSIDE OF BUILDINGS EXCEPT AS APPROVED BY THE FIRE SAFETY OFFICE. Flammable thinners, solvents and paints, including aerosol cans are strictly prohibited within the building.

**HAND CARRY POLICY**

Teamsters Union has jurisdiction over the handling of materials that are transported into and out of the exhibit hall. Exhibitors may hand carry exhibit materials as long as they adhere to the following rules.

- This is limited to only ONE exhibitor per booth.**
- The exhibitor is limited to one trip.**
- The exhibitor must carry the materials by hand.**
- The use of wheeled carts or dollies is NOT permitted.**
- The exhibitor must use the front entrance; the freight doors are NOT allowed.**

**PERSONAL VEHICLE & CART SERVICE RULES & FEES**

Exhibitors may deliver exhibit materials in their personally owned vehicle (POV), as long as they meet ALL of the following guidelines. Fees will apply.

- A personal vehicle (POV) is defined as a small passenger car.**
- You must hire a teamster and cart to unload vehicle.**
- Entire load must weigh less than 200 pounds to qualify for POV fees.**
- Entire load must fit on one 2 1/2' x 5' cart. (Cart is supplied by LVE)**
- Payment must be provided in advance or at the time of service.**

**If your material meets ALL of the above Personal Vehicle rules the following fees will apply:**

**\$ 220.00 FLAT RATE PER CART LOAD - MAX 2 LOADS**

***If you choose not to wait for a teamster and cart, but do use freight doors, you will still be charged the applicable Material Handling rates for facility access. Minimum charge \$195.00***

If the POV freight is crated, skidded, requires a forklift, or requires more than one trip, Material Handling charges will apply. See Material Handling Form for associated costs.  
 You may also contact LVE's Exhibitor Services Department for assistance on any questions you may have pertaining to material handling at (888) 989-3976 or email at: exhibitorservices@lvexpo.com

**FREQUENTLY ASKED FREIGHT QUESTIONS**
**WHEN CAN I SHIP TO THE WAREHOUSE?**

We will begin accepting freight 30 days prior to move-in.  
 The warehouse will receive shipments Monday through Friday 7:30 AM - 3:00 PM.  
 To ensure timely arrival of your materials at show site, freight should arrive by the deadline date listed on the Show Information page. Your freight will be accepted after the deadline date, however additional charges will be incurred.

**HOW DO I LABEL MY FREIGHT?**

The label should include the exhibiting company, the booth number, the name of the event and addresses c/o LVE.  
 The specific shipping address for the warehouse is located on the Show Information page.  
 It is best to label every carton on a skid with at least your company name and booth number. For your convenience we have provided labels in the exhibitor manual.

**WHAT HAPPENS TO MY EMPTY CONTAINERS DURING THE SHOW?**

Pick up "Empty Labels" at Exhibitor Services. Place a label on each container. Labeled containers will be picked up periodically and stored during the show.  
 At the close of the show, the empty containers will be returned to the booth in random order. Depending on the size of the show, this process may take several hours.

**HOW DO I SHIP MY MATERIALS AFTER THE CLOSE OF THE SHOW?**

Each shipment must have a completed LVE Outbound Material Handling Form in order to ship materials from the show. All pieces must be labeled individually. (You can pick these items up at LVE Exhibitor Services.)  
 After materials are packed, labeled, and ready to be shipped, the completed LVE Outbound Material Handling Form must be turned in to LVE Exhibitor Services.  
 Make arrangements with your designated carrier to pick up your shipment at the address of the facility where the event is taking place. Please refer to the Show Information pages for the specific dates and times. In the event your selected carrier fails to show, the shipment will be rerouted to the preferred carrier at the exhibitor's expense.  
 For your convenience, the preferred show carrier will be on site to handle outbound transportation.  
 You must notify your carrier of the date and times of pick up.

Chairs



CH100 JACOBSON CHAIR  
Black, White  
18"Wx17"Dx18"H



CH102 MONACO CHAIR  
Black  
23"Wx23"Dx18"H



CH103 CAZMA CHAIR  
Black, Red  
22"Wx22"Dx18"H



CH104 TOLEDO CHAIR  
Natural/Chrome  
17"Wx19"Dx18"H



CH106 CRISS CROSS  
White/Chrome  
17"Wx19"Dx18"H



CH07 PARIS CHAIR  
White/Chrome, White/Natural  
19"Wx22"Dx18"H



CH109 LIQUID CHAIR  
Blue, Clear, Green, Grey, Red, White  
20"Wx18"Dx18"H



CH111 TICINO CHAIR  
White  
18"Wx19"Dx18"H



CH112 RETRO CHAIR  
Steel  
19"Wx17"Dx18"H



CH113 LESLIE CHAIR  
White  
19"Wx21"Dx18"H



CH114 TENDY CHAIR  
Black, Walnut, White  
17"Wx18"Dx18"H



CH116 BELLA CHAIR  
Black, White  
18"Wx20"Dx19"H



CH118 EURO CHAIR  
Black, Grey, White  
22"Wx21"Dx18"H

Bar Stools



**ST202 MONACO STOOL**  
Black  
23"Wx23"Dx30"H



**ST203 EQUINO STOOL**  
Black, Red, White - Adj.  
14"Wx17"Dx26-30"H



**ST204 TOLEDO STOOL**  
Natural/Chrome  
19"Wx19"Dx30"H



**ST206 CRISS CROSS STOOL**  
White/Chrome  
15"Wx19"Dx29"H



**ST207 PARIS STOOL**  
White/Chrome, White/Natural  
19"Wx18"Dx30"H



**ST209 LIQUID STOOL**  
Blue, Clear, Green, Grey, Red, White  
19"Wx20"Dx30"H



**ST210 OTTO STOOL**  
Black, White  
16"Wx18"Dx24-30"H



**ST211 TICINO STOOL**  
White  
17"Wx20"Dx30"H



**ST212 RETRO STOOL**  
Steel  
17"Wx17"Dx30"H



**ST214 TENDY STOOL**  
Black, Walnut, White  
17"Wx17"Dx30"H



**ST216 BELLA STOOL**  
Black, White  
17"Wx19"Dx30"H



**ST217 PLUTO STOOL**  
Black, White  
22"Wx18"Dx24-32"H



**ST218 EURO STOOL**  
Black, Grey, White - Adjustable  
20"Wx17"Dx24-33"H



**ST218-2 EURO 2 STOOL**  
Black, Grey, White  
20"Wx17"Dx33"H



**ST219 TECH STOOL**  
White - Adjustable  
15"Wx15"Dx22-29"H

Café Tables



CT300 PEDESTAL TABLE  
Black, White  
24"Dia.x30"H



CT301 PEDESTAL TABLE  
Black, White  
30"Dia.x30"H



CT302 CAFE TABLE  
Black, Grey, White  
36"Dia.x30"H



CT303 CAFE TABLE  
Black, Grey, White  
42"Dia.x30"H



CT304 SQUARE CAFE TABLE  
Black, White  
30"Sq.x30"H



CT305 SQUARE CAFE TABLE  
Black, White  
36"Sq.x30"H



CT306 TRAVE TABLE  
Chrome/Glass  
36"Dia.x30"H (Other sizes available)



CT307 BISTRO TABLE  
Black, Natural, Walnut, White  
30"Dia.x30"H



CT309 PARIS CAFE TABLE  
White/Natural  
40"Dia.x30"H



CT310 CHROMA TABLE  
Aluminum  
27sq.x30"H



CT311 CHROMA TABLE  
Aluminum  
27"Dia.x30"H



CT312 RETRO TABLE  
Steel  
32"Wx32"Dx30"H



CT313 MARTINI TABLE  
Chrome/Glass  
36"Dia.x30"H



CT314 ABBY CAFE TABLE  
White  
36"Wx36"Dx30"H



CT353 ALTOS TABLE  
Chrome/Glass  
60"Wx36"Dx30"H



CT355 ABBY TABLE  
White  
63"Wx36"Dx30"H

Bar Tables and Bars



**BT400 / BT401 BAR PEDESTAL TABLE**  
Black, White  
24"Dia.x42"H or 30"Dia.x42"H



**BT402 BAR HIGH TABLE**  
Black, Grey, White  
36"Dia.x42"H



**BT404 / BT405 SQUARE BAR TABLE**  
Black, White  
30"Sq.x42"H or 36"Sq.x42"H



**BT406 TRAVE BAR TABLE**  
Chrome/Glass  
32"Dia.x42"H (Other sizes available)



**BT407 BRAVO BAR TABLE**  
Black, Natural, Walnut, White  
30"Dia.x42"H



**BT410 CHROMA BAR TABLE**  
Aluminum  
23"Dia.x42"H



**BT412 RETRO BAR TABLE**  
Steel  
24"Sq.x42"H



**BT413 MARTINI BAR TABLE**  
Chrome/Glass  
32"Dia.x42"H



**BT450 MANHATTAN BAR**  
Black/Stainless  
62"Wx29"Dx42"H



**BT451 INFORMATION COUNTER**  
Black, White - Locking  
48"Wx20"Dx40"H



**BT453 MILANO BAR**  
Black, White  
48"Wx20"Dx42"H



**BT454 BALI BAR**  
Black, White  
56"Wx24"Dx40"H



**BT454-P W/POWER**  
Black, White  
56"Wx24"Dx40"H



**BT457 EDGE COMMUNAL BAR TABLE**  
Black, White  
72"Wx30"Dx42"H



**BT457-P W/POWER**  
Black, White  
72"Wx30"Dx42"H



Modular LED Pedestals



BT480 / BT481 / BT482 MOD CYLINDER PEDESTAL  
White  
21"Dia.x18"H      21"Dia.x30"H      21"Dia.x42"H



BT483 / BT484 MOD CUBE PEDESTAL  
White  
24"Sq.x24"H      21"Sq.x42"H



BT486 MULTI COLOR LIGHT BOX.  
Order for use with BT480 Through BT485

Conference and Office Chairs



CO501 OTTO GUEST CHAIR  
Black, White  
22"Wx24"Dx18"H



CO502 OTTO CHAIR  
Black, White  
22"Wx24"Dx18-21"H



CO507 GUEST CHAIR  
Black  
25"Wx25"Dx18"H



CO508 MIDBACK CHAIR  
Black  
25"Wx24"Dx18-22"H



CO509 STACKABLE SIDE CHAIR  
Black  
20"Wx20"Dx18"H



CO510 STACKABLE ARM CHAIR  
Black  
24"Wx20"Dx18"H



CO512 TASK CHAIR  
Black  
19"Wx22"x18-22"H



CO513 TASK STOOL  
Black, Adjustable  
19"Wx22"Dx23-27"H



CO518 RECEPTION CHAIR  
Black  
24"Wx26"Dx36"H



CO520 ZURICH HIGHBACK CHAIR  
Black, White  
26"Wx21"Dx18-22"H

Conference Tables



CF602 GLACIER CONFERENCE TABLE  
White-Gloss  
47"Dia.x30"H



CF603 CONFERENCE TABLE  
Black, Cognac, Grey, Maple, White  
48"Dia.x30"H



CF604 GLACIER CONFERENCE TABLE  
White-Gloss  
79"Wx40"Dx30"H



CF605 RECTANGULAR CONFERENCE TABLE  
Black, Cognac, Maple, White  
72"Wx36"Dx30"H



CF606 / CF608 CONFERENCE TABLE  
Black, Grey, White  
72"Wx36"Dx30"H or 96"Wx42"Dx30"H



CF609 RECTANGULAR CONFERENCE TABLE  
Black, White  
96"Wx42"Dx30"H



CF610 OVAL CONFERENCE TABLE  
Black, White  
120"Wx42"Dx30"H



CF611 RECTANGULAR CONFERENCE TABLE  
Black, White  
120"Wx42"Dx30"H

**Additional** conference table sizes, colors and power options available. Contact your sales rep for information.

Office Furniture



OF650 DESK TWO DRAWER  
Black - Locking  
60"Wx30"Dx29"H



OF652 LATERAL FILE  
Black - Locking  
36"Wx24"Dx29"H



OF653 STORAGE CABINET  
Black, White - Locking  
37"Wx20"Dx29"H



OF654 COMPUTER WORKSTATION  
Black  
36"Wx24"Dx29"H



OF659 CREDENZA  
White  
48"Wx18"Dx29"H



OF660 GLACIER SIDEBOARD  
White-Gloss  
48"Wx18"Dx30"H



OF670 PARSON DESK  
Grey, White  
48"Wx24"Dx29"H

Lounge Seating



LG700 HAVANA SOFA  
Brown  
93"Wx38"Dx34"H



LG702 HAVANA CHAIR  
Brown



LG706 SCANDIC SOFA  
Black, Red, White  
82"Wx34"Dx30"H



LG707 SCANDIC LOVESEAT  
Black, Red, White  
59"Wx34"Dx30"H



LG708 SCANDIC CHAIR  
Black, Red, White  
38"Wx34"Dx30"H



LG709 PRATO ARM CHAIR  
Black, White  
29"Wx28"Dx33"H



LG710 PRATO ARMLESS SECTIONAL  
Black, White  
22"Wx28"Dx33"H



LG711 PRATO CORNER SECTIONAL  
Black, White  
32"Wx32"Dx33"H



LG712 SOLO SOFA  
Black, Red  
80"Wx35"Dx32"H



LG713 SOLO LOVESEAT  
Black, Red  
57"Wx35"Dx32"H



LG714 SOLO CHAIR  
Black, Red  
34"Wx35"Dx32"H



LG715 MALIBU SOFA WITH POWER  
Black, White  
73"Wx31"Dx30"H



LG724 MALIBU LOVESEAT WITH POWER  
White  
52"Wx31"Dx30"H



LG716 MALIBU CHAIR WITH POWER  
Black, White  
32"Wx31"Dx29"H



LG717 IBIZA CHAIR  
Black, White  
30"Wx33"Dx33"H



LG718 BRENTWOOD SOFA  
Grey  
77"Wx35"Dx34"H



LG720 CAPRI SECTIONAL SOFA  
Black, White  
71"Wx35"Dx30"H



LG721 CAPRI SECTIONAL BENCH  
Black, White  
71"Wx35"Dx17"H



LG723 DANE CHAIR  
Blue, Green, Orange, Taupe, Yellow  
34"Wx41"Dx34"H



LG729 MIAMI CHAIR  
Grey, White  
27"Wx31"Dx30"H



LG731 SOHO CURVED BENCH  
White  
52"Wx22"Dx17"H



LG732 SOHO LOVESEAT  
White  
48"Wx24"Dx31"H



LG733 TRIBECA LEATHER SOFA  
Grey  
89"Wx36"Dx33"H



LG734 TRIBECA LEATHER LOVESEAT  
Grey  
61"Wx36"Dx33"H



LG735 TRIBECA LEATHER CHAIR  
Grey  
34"Wx36"Dx33"H



LG736 ASPEN SOFA  
White  
82"Wx31"Dx28"H



LG737 ASPEN CHAIR  
White  
36"Wx31"Dx28"H



LG747 ANTON CHAIR  
Pearl  
26"Wx33"Dx32"H



LG758 AURORA SOFA  
White  
81"Wx36"Dx34"H



LG764 AURORA LOVESEAT  
White  
59"Wx36"Dx34"H



LG759 AURORA CHAIR  
White  
37"Wx36"Dx34"H

Lounge Seating



LG742 MAUI ARM CHAIR  
White  
35"Wx29"Dx27"H



LG743 MAUI ARMLESS  
White  
28"Wx28"Dx27"H



LG744-L MAUI CORNER  
White  
28"Wx28"Dx27"H



LG744-R MAUI CORNER  
White  
28"Wx28"Dx27"H



LG745 MAUI OTTOMAN  
White  
28"Wx28"Dx17"H



LG749 TICINO SETTEE  
White  
48"Wx24"Dx34"H



LG750 BENCH OTTOMAN  
Black, White  
60"Wx20"Dx17"H



LG753 ROUND SWIVEL OTTOMAN  
Black, Orange, White  
18" Dia.x17"H



LG755 BLOCK OTTOMAN  
Blue Microfiber, Black, Red, White Leatherette  
18"Wx18"Dx18"H



LG756 ANGLE OTTOMAN  
Black, Silver, White Leatherette  
48"Wx48"Dx18"H



LG757 RECTANGLE OTTOMAN  
Black, Silver, White Leatherette  
36"Wx18"Dx18"H



LG760 CAPRI OTTOMAN  
Black, White  
40" Dia.x18"H



LG763 JAVA BENCH  
Natural  
72"Wx18"Dx15"H



LG780 STEN SWIVEL CHAIR  
Black, Red, White  
32"Wx32"Dx29"H



LG785 LARGO CHAIR  
White  
30"Wx26"Dx28"H



LG786 SWAN CHAIR  
Black, White  
29"Wx28"Dx35"H

Occasional Tables



OT804 TUSCAN COCKTAIL TABLE  
Teak  
48"Wx21"Dx16"H



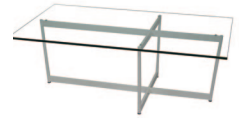
OT805 TUSCAN END TABLE  
Teak  
18"Wx18"Dx18"H



OT806 HILO COCKTAIL TABLE  
Chrome/Glass  
48"Wx24"Dx15"H



OT807 HILO END TABLE  
Chrome/Glass  
24"Wx24"Dx18"H



OT808 VAIL COCKTAIL TABLE  
Glass  
48"Wx28"Dx17"H



OT809 VAIL END TABLE  
Glass  
19.5"Wx19.5"Dx21"H



OT810 BELLO COCKTAIL TABLE  
White  
47"Wx27"Dx16"H



OT811 BELLO END TABLE  
White  
24"Wx22"H



OT814 PALMA COCKTAIL TABLE  
White  
47"Wx24"Dx16"H



OT815 PALMA END TABLE  
White  
22 Dia.x22"H



OT816 PALMA SOFA TABLE  
White  
47"Wx12"Dx32"H



OT817 KEMI COCKTAIL TABLE  
Chrome/Glass  
48"Wx24"Dx16"H



OT818 KEMI END TABLE  
Chrome/Glass  
22"Wx22"Dx22"H



OT819 KEMI SOFA TABLE  
Chrome/Glass  
48"Wx16"Dx31"H



OT821 VEGA TABLE 18" DIA.  
Black, Blue, Green, Red, White, Yellow - Adjustable  
18"Dia.x19-31"H



OT822 SPLIT SIDE TABLE  
Black, Red, White  
15"Wx18"Dx18"H



OT824 VENTURA COFFEE TABLE  
Steel/Walnut  
48"Wx24"Dx16"H



OT825 VENTURA END TABLE  
Steel/Walnut  
24"Wx24"Dx18"H



OT828 ABBY COCKTAIL TABLE  
Grey, White  
48"Wx24"Dx14"H



OT829 ABBY END TABLE  
Grey, White  
24"Wx24"Dx20"H



OT839 LINEAR COCKTAIL TABLE  
Steel  
46"Wx15"Dx16"H



OT840 LINEAR END TABLE  
Steel  
15"Wx15"Dx16"H



OT841 GIO COCKTAIL TABLE  
Black, Espresso  
44"Wx22"Dx15"H



OT842 GIO END TABLE  
Black, Espresso  
22"Wx16"Dx18"H



OT843 SPA COCKTAIL TABLE  
Silver/Glass  
36"Dia.x18"H



OT844 SPA END TABLE  
Silver/Glass  
24"Dia.x24"H



OT855 KLUB COCKTAIL TBL.  
White  
36"Wx36"Dx15"H



OT856 KLUB END TBL.  
White  
24"Wx24"Dx18"H



OT857 KLUB SOFA TABLE  
White  
36"Wx10"Dx30"H



OT858 KAI COCKTAIL TABLE  
Black/Glass  
36"Wx40"Dx15"H



OT859 KAI END TABLE  
Black/Glass  
26"Dia.x22"H



OT860 FIJI COCKTAIL TABLE  
Chrome/Glass  
36"Dia.x17"H



OT861 FIJI END TABLE  
Chrome/Glass  
20"Dia.x23"H

Extras



**XT199 FOLDING CHAIR**  
Black, Grey  
19"Wx20"Dx18"H



**XT900 REFRIGERATOR 4.1 CF**  
Black, White  
19"Wx18"Dx32"H



**XT904 TENSA BARRIER**  
Chrome/Black  
72"Wx38"H



**XT905 CHROME STANCHION/ XT906 ROPE**  
Black, Red  
12"Wx39"H rope 6'



**XT907 SIGN HOLDER**  
Chrome  
22"Wx28"H



**XT908 BAG STAND**  
Silver  
42"H



**XT909 WATERFALL STAND**  
Chrome - Adjustable  
48"-72"H



**XT910 COAT TREE**  
Steel  
13"Wx69"H



**XT911 WASTEBASKET**  
Black  
10"Wx24"H



**XT913 6-POCKET LIT. RACK**  
Black  
60"H



**XT914 WIRE 10-POCKET LIT. RACK**  
Silver  
11"Wx14"Dx54"H



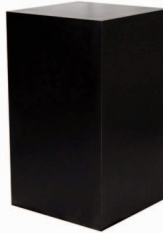
**XT915 CURVED 6-POCKET LIT. RACK**  
Silver  
15"Wx15"Dx50"H



**XT916 COMPUTER PEDESTAL**  
Black, White - Locking  
24"Wx24"Dx42"H



**XT919 CUBE PEDESTAL**  
Black, White  
24"Wx24"Dx42"H



**XT922 LAURENCE SHELF**  
Black, White  
35"Wx15"Dx72"H



**XT923/XT924 METAL SHELVEING**  
Black, Chrome  
36"Wx14"Dx54"H or 36"Wx18"Dx72"H



**XT925 CUBE SHELF**  
Grey, White  
31"Wx15"Dx58"H



**XT946 BOXWOOD WALL DIVIDER**  
Green  
48"Wx16"Dx48"H



**XT964 CLUB LAMP**  
White/Chrome  
17"Wx28"H



**XT965 CLUB FLOOR LAMP**  
White/Chrome  
19"Wx61"H



**XT967 SOHO LAMP**  
White  
12"x23"H



**XT966 SOHO FLOOR LAMP**  
White  
18"x60"H



**XT970 PILLAR LIGHT**  
White - Multi color  
16"Wx16"Dx77"H

PLEASE COMPLETE ORDER FORM  
AND EMAIL TO:  
Shaun@anglesondesign.com

Provided by Angles On Design  
6175 S. Sandhill Road, Suite 300, Las Vegas, NV 89120  
Phone: 702.798.6433 Fax: 702.309.1066  
Billing/Corporate Office:  
9655 Soreng Avenue, Suite 300, Schiller Park, IL 60176  
www.anglesondesign.com

## CUSTOM FURNITURE RENTAL

Show:  
Show Dates:

Location:  
Deadline:

ITEM #	DESCRIPTION	COLOR	DISC	REG	QTY	TOTAL
			\$	\$		
<b>CHAIRS</b>						
CH100	JACOBSON CHAIR	BK WH	110	140		
CH102	MONACO CHAIR	BK	120	155		
CH103	CAZMA CHAIR	BK RD	140	185		
CH104	TOLEDO CHAIR	NAT	125	160		
CH106	CRISS CROSS CHAIR	WH	125	160		
CH107	PARIS CHAIR	WH/CH WH/NAT	140	185		
CH109	LIQUID CHAIR	BU CL GR GY RD WH	140	185		
CH111	TICINO CHAIR	WH	140	185		
CH112	RETRO CHAIR	ST	120	155		
CH113	LESLIE CHAIR	WH	120	155		
CH114	TENDY CHAIR	BK WH WL	120	155		
CH116	BELLA CHAIR	BK WH	140	185		
CH118	EURO CHAIR	BK GY WH	125	160		
<b>BAR STOOLS</b>						
ST202	MONACO BAR STOOL	BK	155	200		
ST203	EQUINO STOOL, Adj.	BK RD WH	185	235		
ST204	TOLEDO BAR STOOL	NAT	170	220		
ST206	CRISS CROSS BAR STOOL	WH	155	200		
ST207	PARIS BAR STOOL	WH/CH WH/NAT	175	225		
ST209	LIQUID BAR STOOL	BU CL GR GY RD WH	180	230		
ST210	OTTO BAR STOOL, Adj.	BK WH	170	215		
ST211	TICINO BAR STOOL	WH	180	230		
ST212	RETRO BAR STOOL	ST	160	205		
ST214	TENDY BAR STOOL	BK WH WL	155	200		
ST216	BELLA BAR STOOL	BK WH	180	230		
ST217	PLUTO BAR STOOL, Adj.	BK WH	170	220		
ST218-AEURO BAR STOOL, Adj.	BK GY WH	175	225			
ST218-2 EURO 2 BAR STOOL	BK GY WH	175	225			
ST219	TECH STOOL, Adj.	WH	170	215		
<b>CAFÉ TABLES</b>						
CT300	PEDESTAL TABLE 24"	BK WH	165	210		
CT301	PEDESTAL TABLE 30"	BK WH	175	225		
CT302	CAFE TABLE 36"	BK WH GY	185	235		
CT303	CAFE TABLE 42"	BK WH GY	195	250		
CT304	SQUARE CAFE TABLE 30"	BK WH	180	230		
CT305	SQUARE CAFE TABLE 36"	BK WH	190	245		
CT306	TRAVE TABLE 36"DIA	GLASS	195	250		
CT307	BISTRO TABLE 30"DIA	NAT BK WH WL	175	225		
CT308	POWER CAFE TABLE	WH	290	380		
CT309	PARIS CAFE TABLE	WH/NAT	195	250		
CT310	CHROMA TABLE 27.5 Square	ALUMINUM	165	210		
CT311	CHROMA TABLE 27.5 Round	ALUMINUM	165	210		
CT312	RETRO TABLE	ST	180	230		
CT313	MARTINI TABLE 36"	GL	195	250		
CT314	ABBY CAFE TABLE	WH	215	280		
CT353	ALTOS TABLE 36X60	GLASS	175	360		
CT355	ABBY TABLE 36X60	WH	275	360		
<b>BAR TABLES AND BARS</b>						
BT400	PEDESTAL BAR TABLE 24"	BK WH	175	225		
BT401	PEDESTAL BAR TABLE 30"	BK WH	185	235		
BT402	BAR HIGH TABLE 36"	BK WH GY	205	265		
BT404	SQUARE BAR TABLE 30"	BK WH	190	245		
BT405	SQUARE BAR TABLE 36"	BK WH	200	260		
BT406	TRAVE BAR TABLE 32"DIA	GLASS	215	280		

ITEM #	DESCRIPTION	COLOR	DISC	REG	QTY	TOTAL
			\$	\$		
BT407	BRAVO BAR TABLE 30"DIA	NT BK WH WL	185	240		
BT408	POWER BAR TABLE	WH	300	390		
BT410	CHROMA TABLE 23.5" DIA	ALUMNUM	175	225		
BT412	RETRO BAR TABLE 24"SQ.	ST	190	245		
BT413	MARTINI BAR TABLE 32" DIA	GL	210	275		
BT450	MANHATTAN BAR	STAINLESS	635	825		
BT451	INFORMATION COUNTER	BK WH	465	600		
BT453	MILANO BAR	BK WH	630	820		
BT454	BALI BAR	BK WH	465	600		
BT454-PBALI BAR w/power	BK WH	550	710			
BT457	EDGE COMMUNAL BAR TABLE	BK WH	550	710		
BT457-PEDGE COMMUNAL w/power	BK WH	650	845			
<b>MODULAR LED PEDESTALS (BT486 for use with BT480-BT484)</b>						
BT480	MOD CYLINDER PEDESTAL 18	WH	150	195		
BT481	MOD CYLINDER PEDESTAL 30	WH	175	225		
BT482	MOD CYLINDER PEDESTAL 42	WH	205	265		
BT483	MOD CUBE 24X24	WH	175	225		
BT484	MOD CUBE PEDESTAL 21X42	WH	205	265		
BT486	LED LIGHT BOX w/remote	MULTI (RBGW)	90	115		
<b>CONFERENCE AND OFFICE CHAIRS</b>						
CO501	OTTO GUEST CHAIR	BK WH	175	225		
CO502	OTTO CHAIR	BK WH	185	240		
CO507	GUEST CHAIR	BK	140	185		
CO508	MIDBACK CHAIR	BK	165	215		
CO509	STACKABLE SIDE CHAIR	BK	80	105		
CO510	STACKABLE ARM CHAIR	BK	85	110		
CO512	TASK CHAIR	BK	115	150		
CO513	TASK STOOL	BK	140	180		
CO518	RECEPTION CHAIR	BK	175	225		
CO520	ZURICH HIGHBACK CHAIR	BK WH	280	365		
<b>CONFERENCE TABLES</b>						
CF602	GLACIER ROUND TABLE	WH	460	595		
CF603	CONFERENCE TABLE 48"DIA	BK WH GY CG MP	340	445		
CF604	GLACIER CONFERENCE TABLE	WH	520	675		
CF605	RECTANGULAR TABLE 6'	BK CG MP WH	430	560		
CF606	OVAL CONFERENCE TABLE 6'	BK WH GY	430	560		
CF608	OVAL CONFERENCE TABLE 8'	BK WH GY	490	635		
CF609	RECTANGULAR TABLE 8'	BK WH	490	635		
CF610	OVAL TABLE 10'	BK WH	605	785		
CF611	RECTANGULAR TABLE 10'	BK WH	605	785		
<b>OFFICE FURNITURE</b>						
OF650	DESK W/LOCKING 2-DRAWER	BK	405	525		
OF652	LATERAL FILE, LOCKING	BK	315	410		
OF653	STORAGE CABINET LOCKING	BK WH	315	410		
OF654	COMPUTER WORKSTATION	BK	140	180		
OF659	STORAGE CREDENZA	WH	405	525		
OF660	GLACIER SIDEBOARD	WH	495	640		
OF670	PARSON DESK	GY WH	290	375		
<b>LOUNGE SEATING</b>						
LG700	HAVANA SOFA	BR	550	720		
LG702	HAVANA CHAIR	BR	470	610		
LG706	SCANDIC LEATHER SOFA	BK RD WH	470	610		
LG707	SCANDIC LEATHER LOVESEAT	BK RD WH	435	570		
LG708	SCANDIC LEATHER CHAIR	BK RD WH	400	520		

Company Name: \_\_\_\_\_

Phone#: \_\_\_\_\_

Booth #: \_\_\_\_\_



ITEM #	DESCRIPTION	COLOR	DISC	REG	QTY	TOTAL
			\$	\$		
<b>LOUNGE SEATING</b>						
LG709	PRATO ARM CHAIR	BK WH	350	440		
LG710	PRATO ARMLESS SECTIONAL	BK WH	240	350		
LG711	PRATO CORNER SECTIONAL	BK WH	325	425		
LG712	SOLO SOFA	BK RD	435	570		
LG713	SOLO LOVESEAT	BK RD	400	520		
LG714	SOLO CHAIR	BK RD	375	475		
LG715	MALIBU SOFA W/POWER	BK WH	530	645		
LG716	MALIBU CHAIR W/POWER	BK WH	435	570		
LG717	IBIZA CHAIR	BK WH	435	570		
LG718	BRENTWOOD SOFA	GY	435	570		
LG720	CAPRI SECTIONAL SOFA	BK WH	470	600		
LG721	CAPRI SECTIONAL BENCH	BK WH	370	470		
LG723	DANE CHAIR	BU GR OR TP YL	455	565		
LG724	MALIBU LOVESEAT	WH	500	650		
LG729	MIAMI CHAIR	GY WH	385	490		
LG731	SOHO CURVED BENCH	WH	350	440		
LG732	SOHO LOVESEAT	WH	380	490		
LG733	TRIBECA LEATHER SOFA	GY	540	690		
LG734	TRIBECA LEATHER LOVESEAT	GY	515	655		
LG735	TRIBECA LEATHER CHAIR	GY	470	610		
LG736	ASPEN SOFA	WH	470	610		
LG737	ASPEN CHAIR	WH	410	535		
LG742	MAUI ARM CHAIR	WH	330	420		
LG743	MAUI ARMLESS SECTIONAL	WH	225	285		
LG744	MAUI CORNER SECTIONAL	R-WH L-WH	295	390		
LG745	MAUI OTTOMAN	WH	220	280		
LG747	ANTON CHAIR	PEARL	400	520		
LG749	TICINO SETTEE	WH	320	410		
LG750	BENCH OTTOMAN	BK WH	220	280		
LG753	ROUND SWIVEL OTTOMAN	BK WH OR	170	220		
LG755	BLOCK OTTOMAN	BU BK RD WH	130	160		
LG756	ANGLE OTTOMAN	BK SL WH	285	385		
LG757	RECTANGLE BLOCK OTTOMAN	BK RD SL WH	185	235		
LG758	AURORA SOFA	WH	470	610		
LG759	AURORA CHAIR	WH	400	520		
LG760	CAPRI ROUND OTTOMAN	WH	185	235		
LG763	JAVA BENCH 6'	NAT	225	285		
LG764	AURORA LOVESEAT	WH	435	570		
LG780	STEN SWIVEL CHAIR	BK RED WH	280	355		
LG785	LARGO CHAIR	WH	280	355		
LG785	SWAN CHAIR	BK WH	280	355		
<b>OCCASSIONAL TABLES</b>						
OT804	TUSCAN COCKTAIL TABLE	TK	240	300		
OT805	TUSCAN END TABLE	TK	210	260		
OT806	HILO COCKTAIL TABLE	GL	225	285		
OT807	HILO END TABLE	GL	195	245		
OT808	VAIL COCKTAIL TABLE	GL	215	280		
OT809	VAIL END TABLE	GL	185	235		
OT810	BELLO COCKTAIL TABLE	WH	225	285		
OT811	BELLO END TABLE	WH	195	245		
OT814	PALMA COCKTAIL TABLE	WH	225	285		
OT815	PALMA END TABLE	WH	195	245		
OT816	PALMA SOFA TABLE	WH	235	295		
OT817	KEMI COCKTAIL TABLE	CH/GL	215	280		
OT818	KEMI END TABLE	CH/GL	185	235		
OT819	KEMI SOFA TABLE	CH/GL	225	290		
OT821	VEGA TABLE 18" DIA Adj.	BK BU GR RD WH YL	125	155		
OT822	SPLIT SIDE TABLE	BK RD WH	175	225		
OT824	VENTURA COFFEE TABLE	ST/WL	215	275		
OT825	VENTURA END TABLE	ST/WL	175	225		
OT825	VENTURA END TABLE	ST/WL	185	235		

ITEM #	DESCRIPTION	COLOR	DISC	REG	QTY	TOTAL
			\$	\$		
OT829	ABBY END TABLE	GY WH	175	225		
OT830	JUPITER SIDE TABLE	BK WH	175	225		
OT839	LINEAR COCKTAIL BENCH	STEEL	215	275		
OT840	LINEAR END BENCH	STEEL	185	235		
OT841	GIO COCKTAIL TABLE	BK ESPRESSO	185	235		
OT842	GIO END TABLE	BK ESPRESSO	160	200		
OT843	SPA COCKTAIL TABLE	GL	215	275		
OT844	SPA END TABLE	GL	185	235		
OT855	KLUB COCKTAIL TABLE	WH	215	275		
OT856	KLUB END TABLE	WH	185	235		
OT857	KLUB SOFA TABLE	WH	225	290		
OT858	KAI COCKTAIL TABLE	BK	215	275		
OT859	KAI END TABLE	BK	185	235		
OT860	FIJI COCKTAIL TABLE	GL	215	280		
OT861	FIJI END TABLE	GL	185	235		
<b>EXTRAS</b>						
XT199	FOLDING CHAIR	GY	50	60		
XT900	REFRIGERATOR 4.1 CF	BK WH	225	290		
XT904	TENSA BARRIER	ST	80	100		
XT905	STANCHION	CH	50	60		
XT906	VELOUR ROPE	BK RD	35	45		
XT907	SIGN HOLDER	CH	110	145		
XT908	BAG STAND	SL	85	110		
XT909	WATERFALL CLOTHES RACK	AL	95	120		
XT910	COAT TREE	ST	80	105		
XT911	WASTEBASKET	BK	40	50		
XT913	6 POCKET LIT RACK	BK	160	200		
XT914	WIRE 10 POCKET LIT RACK	SL	160	200		
XT915	CURVED 6 POCKET LIT RACK	SL	180	230		
XT916	COMPUTER PEDESTAL 24X42	BK WH	340	440		
XT919	CUBE PEDESTAL	BK WH	230	300		
XT922	LAURENCE SHELF 72" H	BK WH	185	235		
XT923	METAL SHELVING 54" H	BK CH	140	185		
XT924	METAL SHELVING 72" H	BK CH	160	200		
XT925	CUBE SHELF 5	GY WH	160	200		
XT946	BOXWOOD WALL DIVIDER	GR	520	670		
XT964	CLUB LAMP	WH	120	155		
XT965	CLUB FLOOR LAMP	WH	180	230		
XT966	SOHO LAMP	WH	120	155		
XT967	SOHO FLOOR LAMP	WH	180	230		
XT970	PILLAR LIGHT - MULTI	WH-MULTI	260	335		
<b>ORDER TOTAL:</b>						

**Payment Information:**

Please Circle Payment Type:

Company Check Enclosed    Credit Card:    American Express    VISA    MasterCard

Credit Card Number \_\_\_\_\_

Veri Code \_\_\_\_\_ Exp. Date \_\_\_\_\_

Billing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Authorized Signature \_\_\_\_\_

Card Holder Name \_\_\_\_\_

Company Name: \_\_\_\_\_ Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Authorized By (print): \_\_\_\_\_ Signature: \_\_\_\_\_ Booth #: \_\_\_\_\_



9777 S. Las Vegas Blvd. Las Vegas, NV 89183

## 2024 Exhibitor Kit



Chris Johnson  
Audio Visual Production Manager  
Direct Line: 702-797-8066  
Email: [johnsonc@southpointcasino.com](mailto:johnsonc@southpointcasino.com)

# Vegas Shoot 2024

February 1-4, 2024

*SOUTH POINT*

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## 2024 AUDIO VISUAL SERVICES ORDER FORM

**South Point Convention Production Services** is a full-service Audio Visual Department. The following forms include a list of our most commonly rented packages, and individual items. Please provide your request to the Audio Visual Production Manager. Prices are based on South Point owned equipment, per day, and per room. Rates are subject to the current State of Nevada sales tax. Any sub-rented items will incur additional costs.

**Event Name:** \_\_\_\_\_ **Event Dates:** \_\_\_\_\_

**Client or Group Name:** \_\_\_\_\_ **Location / Booth #** \_\_\_\_\_

**Street Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip Code:** \_\_\_\_\_

**Office Telephone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**On-Site Contact:** \_\_\_\_\_ **On-Site Contact Cell:** \_\_\_\_\_

**Load-In: Date / Time:** \_\_\_\_\_ **Load-Out: Date / Time:** \_\_\_\_\_

### Internet Services

For the convenience of our guests, we offer complimentary Wi-Fi in our meeting and exhibit areas. To access Wi-Fi, connect to: **SouthPointMeetingRooms** – *Custom options are available below:*

RNET SERVICES & EQUIPMENT	DESCRIPTION	FLAT FEE – per event
Wired Internet ( <i>Private Wired</i> ) Includes installation	Static IP Address <i>no Wi-Fi network</i>	\$400.00
Custom Wireless Wi-Fi Access	To order service, fill out information below	\$300.00
Wi-Fi Name: _____	Custom Password: _____ <b>(At least 8 characters long)</b>	
Custom artwork ‘splash’ Page for Wi-Fi	Wi-Fi access combined with custom artwork	\$500.00
10/100 Ethernet Switch – NO WIRELESS ACCESS	8, 16, OR 24-Port Switch	\$100.00
Cat6e Cable ( <i>for wired service</i> )	Cat6e ( <i>up to 50 feet per cable</i> )	\$30.00
Dedicated On-site Technician	Reserve a dedicated technician	\$100/per hour 4/hr min.
<b>Expedite Fee</b>	Orders must be received at least three (3) business days prior to Event to avoid an Expedite Fee.	\$125.00

***\*Due to the nature of Wi-Fi Access and use, we do not allow outside Wi-Fi routers, switches, or cellular boxes in use in any of our meeting rooms or the exhibit hall.***

# AV Production Rigging Services

RIGGING & BANNER / SIGNAGE INSTALL			
DESCRIPTION	ADVANCE	STANDARD	SHOW SITE
<b>1/2 Ton Chain Motor</b>		\$135.00	
<b>12" x 12" x 10' Box Truss (Black)</b>		\$100.00	
<b>Scissor Lift (32 feet)</b>		\$250.00	
<b>Sign Hanging</b>	\$400.00	\$500.00	\$600.00
* Aisle/ Booth Sign Labor		\$90.00 / hour	
* Banner (No Lift)	\$75.00	\$75.00	\$75.00
* Electrical (Power needs to be ordered through Edlen)			
* Other ( _____ )			

## Hanging Sign Services

**TYPE OF SIGN / RIGGING NEEDED:**

- Aisle/Booth     
  Banner     
  Electrical     
  Truss     
  Other

**SHAPE OF SIGN:**

- Square     
  Rectangle     
  Triangle     
  Circle     
  Other     
  Special Rigging Required

**DIMENSIONS & WEIGHT OF SIGN / RIGGING:**

Width \_\_\_\_\_ Length \_\_\_\_\_ Height \_\_\_\_\_ Weight \_\_\_\_\_

Number of structural pick points \_\_\_\_\_

Hanging height of the top of the sign from the floor (in feet) \_\_\_\_\_

Does your sign require assembly?  Yes  No *NOTE: If assembly is required, please reach out to Expo Company.*

Does your sign require electricity?  Yes  No *NOTE: Power must be ordered separately through Edlen.*

Is your sign motor driven?  Yes  No

Does your sign require assembly?  Yes  No

Sign will be hung in accordance to the physical space of the venue where your event is taking place.  
 If there are no hanging hardware points to attach cables, **we reserve the right to not install.**

**It is your responsibility to be available or have a representative available at the time of install.**

**Weekly Rental is defined as – 3 or more days of operation. This does not include setup and/or strike days.**

VIDEO		
DESCRIPTION	DAILY RENTAL	WEEKLY RENTAL
48" TV with Rolling Stand	\$250.00	\$750.00
60" TV with Rolling Stand	\$350.00	\$1,050.00
80" TV with Rolling Stand	\$450.00	\$1350.00
Up/Down Cross Converter (Mac - W11)	\$80.00	\$240.00
AUDIO		
DESCRIPTION	DAILY RENTAL	WEEKLY RENTAL
Table or Lectern Microphone	\$45.00	\$135.00
Wireless Microphone	\$150.00	\$450.00
Instrumental - Band Direct Box	\$50.00	\$150.00
PCDI Laptop Sound Adapter	\$35.00	\$105.00
Audio Mixer (8-12 Channel)	\$175.00	\$750.00
Digital Mixer (32-Channel)	\$225.00	\$675.00
Press Feed / Multi-Out Box	\$100.00	\$300.00
10" Powered Speaker/Monitor	\$75.00	\$225.00
Powered Speaker, KLA Line Array	\$250.00	\$750.00
18" Powered Sub	\$150.00	\$450.00
Speaker Stand (Tripod)	\$25.00	\$75.00
Microphone Stand	\$25.00	\$75.00

MEETING SUPPORT		
DESCRIPTION	DAILY RENTAL	WEEKLY RENTAL
Flip Chart with Standard Paper & Markers	\$40.00	
* Upgrade to 3M "Post It" Pad.	\$25.00	N/A
* Additional Pad of Standard Paper	\$20.00	N/A
White Board with Markers & Eraser	\$40.00	\$120.00
Projector Table with Power	\$50.00	\$150.00
Power Cord with 6 Outlet Power Strip (NO OUTSIDE POWER ALLOWED) <b>Over 10 drops: Contact EDLEN electrical</b>	\$50.00	\$150.00
MSI Presentation Laptop	\$200.00	\$600.00
MacBook with Playback Pro	\$350.00	\$1,050.00
USB Wireless Presenter (Clicker)	\$35.00	\$140.00
Additional Cable Request (HDMI, XLR, Cat5/6 etc.)	\$25.00	\$75.00
Apple Adapter for iPad / iPhone	\$35.00	\$105.00
LIGHTING		
DESCRIPTION	DAILY RENTAL	WEEKLY RENTAL
ETC Par Bars (Six Lights Per Bar)	\$250.00	N/A
Standard LEKO Theatrical Light	\$50.00	N/A
LEKO Light for GOBO	\$75.00	N/A
LED Battery Powered Up Light	\$40.00	N/A
House Light Controller	\$150.00	N/A
Light Board Controller	\$250.00	N/A

PLEASE FILL OUT YOUR AUDIO VISUAL NEEDS BELOW			
ITEMS	QUANTITY	DATE RANGE	TOTAL



## AUDIO VISUAL LABOR

All Scheduled Technical Operator(s) require a four-hour minimum call time. Overtime begins after 10 hours. Rates are billed in half hour increments at time and one-half until release.

Breakout Rooms of 3 or more will require an AV Technician at the *Basic Hourly Rate* while the rooms are in use for the duration of the event.

At **South Point Hotel & Casino**, you are free to bring in external equipment and services for your event and/or meeting (Ex: DJ's). However if this results in multiple calls for assistance from the South Point Audio Visual Team, additional labor fees will be added at the *Basic Hourly Rate*.

Groups utilizing outside production companies, will require a South Point AV Technician in the room during load in/outs at the *Basic Hourly Rate*.

*\*Labor is not included in equipment prices and will be added to your BEO & Audio Visual quote.*

AUDIO - VISUAL LABOR		
DESCRIPTION	BASIC HOURLY RATE	OVERTIME & HOLIDAY RATE
<b>AV Technician</b> ( <i>Set-up &amp; Strike Per Room</i> )	\$75.00 per hour	N/A
<b>Technical Operators</b> ( <i>audio, video, lighting, or graphics</i> ) ( <i>Four hour minimum</i> )	\$90.00 per hour	\$135.00 per hour
<b>Rigger 2 person</b> ( <i>Four-hour minimum</i> )	\$90.00 per hour	\$135.00 per hour
<b>Banner Hanging</b> ( <i>2 person minimum</i> )	\$90.00 per hour	\$135.00 per hour

Before this order is processed, prepayment is required		TOTAL : \$
ORDERED BY (Please Print Name) :	CUSTOMER AUTHORIZED SIGNATURE:	DATE:



## 2024 POLICIES FOR OUTSIDE AUDIO VISUAL COMPANIES

South Point Convention Production Services manages and oversees all Audio Visual Production Companies providing services within the South Point to insure standards are met. A South Point Technical Supervisor will be assigned to your Production Company for the duration of your Show at the discretion of the South Point Production Services Manager.

The South Point Convention Production Services is the **exclusive provider** for all rigging including supervision, assembly, installation, removal of signs, and trusses supported in any ceiling area to include any Uni-strut. Only ground supported trussing can be rigged/installed by outside Audio Visual companies/providers. A minimum of one high and one ground rigger are required for both load-in and load-out of all equipment that is to be hung in or attached to the ceiling.

Rigging point charges are \$100.00 per point for the run of the Show. A point is defined as each location a cable, strap, chain, or hanger is attached to the ceiling or grid.

Electrical power is an **exclusive service** of the South Point Hotel and Casino provided by Edlen for the Exhibit Hall and Convention Area when exhibit power is required. Table power and stage power requirements in the Convention Area are an **exclusive service** of the South Point Convention Production Services AV department and may require additional Edlen services based on electrical needs.

Please contact South Point Audio Visual Production Service Manager a minimum of forty-five (45) days prior to your Event with the preliminary production schedule and we will work with you to coordinate your needs and prepare an estimate for your review. A final production schedule will be due no later than twenty-one (21) days prior to your first Event date.





# EXHIBITOR FOOD & BEVERAGE ORDER FORM

Please email completed form to Catering Office  
 Ashley Loughary | [lougharya@southpointcasino.com](mailto:lougharya@southpointcasino.com) | 702-797-8060  
 Violeta Rosales | [rosalesv@southpointcasino.com](mailto:rosalesv@southpointcasino.com) | 702-797-8060

EXHIBITOR INFORMATION					
EXHIBIT SHOW NAME:					
COMPANY NAME:				PHONE:	
CONTACT NAME:				CELL:	
EMAIL ADDRESS:					
ADDRESS:					
CITY:		ST:		ZIP:	
BOOTH #					
DATE(S):		START TIME:		END TIME:	

**Pricing is per day**

For more options please check out our Catering Menu <https://southpointmeetings.com/catering/>

FOOD & BEVERAGE ORDER	QTY	PRICE
Popcorn   Minimum 100 at \$2.00 each with Popcorn machine Rental at \$100.00 per day		
Hot Dogs   Minimum 100 at \$4.00 each with Hot Dog warmer Rental at \$50.00 per day		
Pretzel Bites in cup   Minimum 100 at \$3.00 each		
Cotton Candy   Minimum 100 at \$2.00 each with Cotton Candy machine rental at \$100.00 per day		
Ice Cream Bars   at \$60.00 per dozen		
Slush Machine   Minimum 100 at \$2.00 each with machine rental at \$100.00 per day Slush flavors available upon request		
Food Attendant required for food and slush items above		\$150 each
Kegged Beer – Domestic ( ) Budweiser ( ) Bud Light ( ) Coors Light		\$500 each
Kegged Beer – Premium ( ) Blue Moon ( ) Shock Top ( ) Samuel Adams ( ) Goose IPA ( ) Dogfish Head 90 Minute ( ) Sierra Nevada Big Little Thing		\$625 each
Jockey Box *required for Kegged Beer		\$150 each
Bartender - *required for Kegged Beer (4 hour minimum)		\$200 each
Additional hour for Bartender		\$50 per hour

