



## Las Vegas Antique Jewelry & Watch Show

Las Vegas Convention Center, Las Vegas, NV  
May 31 - June 3, 2018

### BOOTH PACKAGE

Items provided in your booth, per exhibitor:

- 8' High backwall drape, 3' High sidewall drape
- 7" x 44" Cardstock Identification Sign
- (1) 6' Skirted Table- Black
- (2) Side Chairs
- (1) Wastebasket
- (1) 500 Watt Electric Drop

### EXHIBIT SHOW SCHEDULE

General Exhibitor Move-in:	Wednesday, May 30, 2018	8:00 AM - 6:00 PM
Exhibit Hours:	Thursday, May 31, 2018	11:00 AM - 7:00 PM
	Friday, June 1, 2018	11:00 AM - 7:00 PM
	Saturday, June 2, 2018	11:00 AM - 7:00 PM
	Sunday, June 3, 2018	11:00 AM - 4:00 PM
Exhibitor Move-out:	Sunday, June 3, 2018	4:00 PM - 10:00 PM
Driver check In Time:	Sunday, June 3, 2018	7:00 PM

### SHIPPING ADDRESSES

#### Advance Shipments Address

[Exhibiting Co. Name & Booth Number]  
Las Vegas Antique Jewelry & Watch Show  
c/o Shepard Exposition Services  
5845 Wynn Road, Suites A,B,C,D  
Las Vegas, NV 89118

#### Direct Shipments Address

c/o Shepard Exposition Services  
[Exhibiting Co. Name & Booth Number]  
Las Vegas Antique Jewelry & Watch Show  
Las Vegas Convention Center  
3150 Paradise Road  
Las Vegas, NV 89109

See Material  
Handling Rate  
sheet for all MH  
related fees!

### IMPORTANT DEADLINES

Exhibitor appointed contractor notification deadline:	Thursday, May 3, 2018
Discount price deadline for standard Shepard orders:	Thursday, May 10, 2018
Discount price deadline for custom Shepard rentals:	Tuesday, May 1, 2018
First day for warehouse deliveries without a surcharge:	Thursday, May 3, 2018
Last day for warehouse deliveries without a surcharge:	Wednesday, May 23, 2018
Last day for warehouse deliveries*:	Monday, May 28, 2018
<i>Date indicated is last day freight can arrive to advanced warehouse with guarantee of delivery to booth for exhibitor move-in.</i>	
First day freight can arrive at show facility:	Wednesday, May 30, 2018

Event Code: L166530618

Connect With Us!  
 email [lasvegas@shepardes.com](mailto:lasvegas@shepardes.com)  
 phone (702) 507-5278  
 fax (702) 948-0341  
 mail 5845 Wynn Road, Suites A,B,C,D, Las Vegas, NV 89118

Show drape color(s): Black  
 Aisle carpet color: Grey

Show Information



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Discount Deadline **Thursday, May 10, 2018**

Order with complete Payment Authorization and graphics must be received before Discount Deadline date to receive discounted pricing.

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Quick Facts

### Ancillary Vendor Information

<b>Electrical Services</b>	Edlen Electric	<a href="mailto:LasVegas@edlen.com">LasVegas@edlen.com</a>	(702) 385-6911
<b>Internet Services</b>	COX Business	<a href="http://www.tradeshows.coxhn.net">www.tradeshows.coxhn.net</a>	(855) 519-2624
<b>Audio Visual</b>	COX Business	<a href="http://www.tradeshows.coxhn.net">www.tradeshows.coxhn.net</a>	(855) 519-2624
<b>Lead Retrieval</b>	Experient	<a href="https://exhibitor.experientswap.com">https://exhibitor.experientswap.com</a>	(888) 266.6802
<b>Catering</b>	LVCVA Express Catering	<a href="http://lcvvaexpresscatering.ezplanit.com">lcvvaexpresscatering.ezplanit.com</a>	(702) 943-6779

### Exhibitor Move Out

Sunday, June 03, 2018 4:00 PM - 10:00 PM

### Dismantle & Move out Information

Shepard will begin returning empty containers and skids as soon as the aisle carpet is removed from the floor.

All exhibitor materials must be removed from the facility by Sunday, June 03, 2018 7:00 PM

Any materials remaining in the hall will be rerouted or returned to Shepard's warehouse to await disposition at the exhibitor's expense.

To ensure all exhibitor materials are removed from the facility during the exhibitor move out, please have all carriers checked in with Shepard no later than Sunday, June 03, 2018 7:00 PM

### Post Show Paperwork & Labels

Our Customer Service Representatives will gladly assist you in preparing your outbound shipping labels, outbound Material Handling Authorization paperwork, and outbound shipping in advance. You may find these forms included in this exhibitor services catalog. An email with links to an online portal will also be sent to the exhibitor contact on record for the booth. Labels and paperwork will also be available onsite. Make sure your carrier knows your company name, booth number, and the carrier check in deadline.

### Outbound Shipping

It is the responsibility of each exhibitor to arrange for transportation of booth materials after the event. Our Customer Service Representatives are available pre show, during the show, and during move out to assist you in arranging shipping through our official carrier Shepard Logistics. For peace of mind and easy set up, contact Shepard Logistics before the event for transportation services to and from the event.

Shepard does not provide UPS, FED-EX, or other carrier specific labels. Exhibitors must schedule pick ups directly with all carriers.

Move Out times and procedures may change due to show site and operational conditions. Move out information will be provided on site during the event.