

SHOW MOVE-IN

Sunday, May 31.....9:00 am – 7:00 pm

Exhibitors will be permitted access to the show floor until midnight, with no in or out access after 8:00 pm.

Monday, June 18:00 am – 10:00 am

SHOW DAYS & HOURS

Monday, June 1.....10:00 am – 6:00 pm

Tuesday, June 2.....10:00 am – 6:00 pm

Wednesday, June 3.....10:00 am – 6:00 pm

Thursday, June 4.....10:00 am – 6:00 pm

Friday, June 510:00 am – 4:00 pm

Exhibitors will be permitted access to the show floor at 8am. Antique show floor must be cleared one (1) hour after show closes on June 1-4.

SHOW MOVE-OUT

Friday, June 54:01 pm – 10:00 pm

All merchandise must be packed and loaded out from the Las Vegas Convention Center by 10:00 pm on Friday, June 5.

ADVERTISING

Exhibitor and all its employees agree to refrain from any actions that, in the judgment of Show Management, jeopardize the security of the show. In connection therewith, Exhibitor shall not state the time, date, or location or any show in any consumer media. Consumer media includes any newspaper, magazine, or other printed matter available to the public, as well as all radio and television, including cable systems. The only accepted media for advertising participation in the show are jewelry trade magazines

ANIMALS

Live animals or pets are not allowed on the show floor at any time. Only individuals with disabilities may be accompanied by their certified service animal.

AMERICANS WITH DISABILITIES ACT (ADA)

All exhibiting companies are required to be in compliance with the Americans with Disabilities Act (ADA), and are encouraged to be sensitive, and as reasonably accommodating as possible, to attendees with disabilities.

APPRAISERS

There are no appraisers at the Las Vegas Antique Jewelry & Watch Show.

ARMORED SERVICES

Brinks: (800) 232-3149

Malca-Amit: (212) 840-8330 ext. 514

Ferrari: (516) 239-6141

ATTENDEE SELLING / VENDOR BADGES

If an attendee has merchandise they want to sell at the show, they must purchase a vendor's badge for \$500. USAS does not recommend dealers; it is up to the vendor to seek out a dealer with whom to do business. Vendors' access to the show floor is limited to the official show hours.

BADGES (EXHIBITOR)

Exhibitors must pre-register all personnel who will participate in the event. Exhibitors register booth personnel via the online [Exhibitor Console](#). Exhibitors may not request a badge for another dealer. Other dealers exhibiting in a dealer's booth must complete the Booth Share forms.

BADGE POLICY

U.S. Antique Shows strictly enforces and monitors the number of exhibitor and assistant badges requested by exhibiting companies. The policy has been designed to address the problem of assistants buying on the show floor prior to show opening, and fairness to other exhibitors. USAS has discretion to deny a badge to any person. The transfer of any exhibitor badge, or other misuse, is strictly prohibited and may result in termination of the exhibitor's contract with no refund. Badges must be worn at all times while at the show. No one will be allowed on the exhibit floor during non-public hours without a badge.

BOOTH CLEANING

Booth cleaning is not included with your booth package. If you need your booth vacuumed prior to the show opening, you must order cleaning service. Refer to the Shepard Exposition Services forms in the Exhibitor Service Manual. Show aisle cleaning is completed one hour prior to doors opening.

BOOTH OCCUPANCY

Your booth must be staffed and open for business during regular show hours. You may not dismantle your booth prior to the show close. Failure to adhere to these rules may result in a fine and/or losing priority status in future US Antique trade shows.

BUSINESS CENTER

Business centers at the Las Vegas Convention Center are operated by Fed Ex. They are located in the South Hall lower lobby and the Central Hall Grand lobby. Hours of operation are Monday-Sunday 8:00 am to 5:00 pm. The Fed Ex office at the LVCC may be reached at 702/943-6780 or usa5042@fedex.com.

CHILDREN

Due to safety restrictions, children 17 years and under are not allowed on the show floor during move-in or move-out. Children will be permitted into the show on Show Days only provided they have adult supervision at all times. No more than 2 children per adult; proof of age may be required. Strollers are NOT permitted on the show floor. All babies must be carried.

CLEAN FLOOR POLICY

Empty boxes, cartons and cases must be removed from your booth by the show open. Exhibitors may store a limited supply of literature or product appropriately within the booth area, so long as these items do not impede access to utility services, create a safety problem, or look unsightly. Shepard will provide "empty crate" stickers to affix to all other boxes, cases and crates. Shepard will store and return these boxes to your booth at show closing.

COPYRIGHTS

Exhibitors shall obey copyrights and assume full and sole liability and responsibility for the use of copyrighted materials at the show. Exhibitors must obtain any and all necessary licenses and approvals from copyright owners and pay all required royalties and fees.

DEMONSTRATIONS

Demonstrations must take place within the assigned exhibit space. Demonstrations must not directly or indirectly prevent the normal flow of foot traffic through aisles or common space, nor inhibit the ability of neighboring exhibitors to conduct business. Demonstrations must have the proper protection to prevent injuries to spectators.

EXHIBIT HALL

The Las Vegas Antique Jewelry & Watch Show will be located at the Las Vegas Convention Center (LVCC) – South Lower Hall. 3150 Paradise Road, Las Vegas, NV 89109.

EXHIBIT REQUIREMENTS

All displays must be fully set up by the opening of the show and all exhibits must be open for business during exhibit hours. No exhibit shall be moved from one location to another after set-up time has ended. No exhibit merchandise, equipment, container or packing materials shall be brought into or out of exhibit space during exhibit hours. No dismantling or packing may begin before the show closes. Exhibitors shall not pack merchandise in flammable material. All exhibit space shall be vacated and left in good order within 24 hours of the close of the show. When vacated, all exhibit space must be left completely clear of paper and packing materials.

EXHIBIT COMPANY LISTINGS

It is the sole responsibility of the exhibitor to submit a completed exhibit space contract and to provide US Antique Shows with current company information (i.e. correct spelling of company name, additional listings, address, contact, phone, email etc.)

EXHIBIT SPACE PAYMENT

Exhibitors with outstanding exhibit space payments will not be permitted to move-in and set-up. Exhibitors are responsible for assuring that their exhibit space has been paid in full prior to the show.

Las Vegas Convention Center • June 1-5, 2020

FOOD AND BEVERAGE SERVICE

Centerplate is the exclusive caterer of the Las Vegas Convention Center. The distribution or sale of food and beverages from sources other than Centerplate is prohibited.

FREIGHT SHIPPING ADDRESS

Advance Warehouse – May 1 – May 22

Exhibiting Company Name / Booth # _____

Las Vegas Antique Jewelry & Watch Show 2020

c/o Shepard Exposition Services

5845 Wynn Road, Suites A, B, C, D

Las Vegas, NV 89118

Direct Shipments to Exhibit Site – After May 31

c/o Shepard Exposition Services

Exhibiting Company Name / Booth # _____

Las Vegas Antique Jewelry & Watch Show 2020

Las Vegas Convention Center

3150 Paradise Road

Las Vegas, NV 89109

GRADING/TRADEMARKS

Exhibitor represents that it has complied with and will continue to comply with all regulations of the United States Federal Trade Commission relating to stamping and grading of jewelry. All Exhibitors, both foreign and domestic, whose product contains precious metals and who use a quality mark must also use a trademark registered with the United States patent and Trademark Office and furnish Show Management with a copy of the filed trademark and registration number.

HAND CARRY POLICY / PRIVATELY OWNED VEHICLES (POV)

Exhibitors may hand carry their merchandise from their privately-owned vehicle (i.e. car, van or SUV) to the designated exhibit areas. Vehicles can be no larger than a Ford Econoline Van. Exhibitors may use nothing larger than a two-wheeled baggage cart (plastic or rubber wheels only) to move in their items. Hand carts & dollies are not permitted. Unloading requires one person to remain with the vehicle at ALL times. Product must be unloaded within a few minutes and the vehicle must then be moved.

HOTEL AND TRAVEL

We are partnered with onPeak for the Las Vegas Antique Jewelry & Watch Show. To book your reservations, please call or book online.

(800) 221-3531

(212) 532-1660 (Int'l)

[Click here](#) to book your hotel online.

INFLATABLES AND BALLOONS

Balloons are not permitted in the Las Vegas Convention Center without prior written consent from Show Management and the Event Facility. Please contact Show Management if your exhibit involves inflatables.

INSURANCE

The Las Vegas Antique Jewelry & Watch Show does not provide any type of insurance coverage for the property and/or personnel of exhibiting companies (see Terms & Conditions on back of Exhibit Space Contract). Exhibitors must maintain insurance that meets the requirements outlined in the Insurance section of this manual and submit proof to The Las Vegas Antique Jewelry & Watch Show. [Click here](#), log-in to the exhibitor portal and submit your insurance certificate. You may also purchase insurance through TotalEvent by [clicking here](#).

INTERNET & TELEPHONE SERVICES

Telephone and internet services are not included with your booth package. If you require these services, please refer to the vendor order forms within this exhibitor service manual.

LIGHT PROJECTION

The projection of light or laser in any form onto any part of the building or other exhibits must be pre-approved by Show Management.

PARKING

Parking is available at the Las Vegas Convention Center. A daily rate will apply.

PRESS

Gain visibility for your products in advance by contacting Michelle Orman from Last Word Communications at Michelle@LastWordComm.com.

PRESENTATIONS, NOISE, LIGHTS, MUSIC, ETC.

All demonstrations must be confined within the booth, including the people watching the demonstration. Exhibitors and their representatives shall not congregate or solicit trade in the doorways or aisles. No live models, demonstrations or solicitors of any kind are permitted in the aisles. Exhibitors wishing to distribute souvenirs, prizes, pamphlets, brochures or any advertising matter, must see that such distribution is confined to the individual exhibit space. Show Management reserves the right to require the exhibitor to discontinue any noise, music, live or recorded announcements or programs that are deemed objectionable by Show Management.

PRIVATELY OWNED VEHICLE – P.O.V.

Only a P.O.V. is allowed for hand carry and cartload service. A P.O.V. is any small to full-size car, van or S.U.V. It is NOT a commercial truck, commercial van, a vehicle with a trailer or any rental company vehicle. Vehicles can be no larger than a Ford Econoline Van.

PROMOTIONAL DISTRIBUTION

Distribution of any printed materials, samples or other articles shall be restricted to the confines of the exhibitor's own exhibit space. Signs or advertising devices shall not be displayed outside of each exhibitor's own space. If you have any questions relating to this subject or would like information on outside advertising, please contact Show Management at Operations@USAntiqueShows.com.

SECURITY

Las Vegas Antique Jewelry & Watch Show, Show Management makes every effort to provide protection for exhibitors' merchandise and displays. Show Management will provide perimeter guard service on a 24-hour basis to include move-in, show days and move-out. While Show Management will implement security measures to safeguard your property, neither Show Management, the Las Vegas Convention Center, Show Management hired Security, Shepard Exposition Services, nor any of their officers, agents or employees assume any responsibility for such property, loss or theft. To order additional booth security, such as an overnight security guard, please contact SOA at soa@soasecurity.com.

SHARING OF EXHIBIT SPACE

Exhibitors may not share booth space with another non-contracted or unauthorized manufacturer or distributor unless previously approved by Show Management

SHUTTLES

Shuttles are not provided to and from designated hotels.

SIGNS – BOOTH ID

One booth ID sign per company is provided with company name and booth number.

SMOKING

Smoking is strictly prohibited in the exhibit hall, lobbies, and meeting rooms during move-in, move-out and all show days. This includes electronic cigarettes and vapes.

SOUND LEVEL

Exhibitors must regulate the level of sound in their booths so as not to inhibit the ability of neighboring exhibitors.

STORAGE

Storing of any crates, cartons, boxes or other show materials behind your booth wall is strictly prohibited. This is a fire code violation and may result in a fine and/or confiscation of materials. Empty crates, cartons and boxes must be removed from the exhibitor's booth. Empty containers will be picked up by Shepard Exposition Services. Shepard will return all "empties" at the conclusion of the Show. Exhibitors may obtain labels marked "EMPTY STORAGE" at the Shepard Service Desk and should affix them to each empty crate, carton and box. Please be certain to mark your exhibit booth number on each label. Exhibitors are cautioned not to leave any merchandise in boxes being stored with "EMPTY STORAGE" labels. Any excess samples may be stored during the show in "Overnight Storage Areas" designated by Show Management.

VIDEO AND CAMERA EQUIPMENT

The use of video or camera equipment during show hours is strictly prohibited with the exception of authorized press and the show photographer. Exhibitors may take pictures of their booth prior to show opening.