

Booth Package

Items provided in your booth, per exhibitor:

- 8' H Backwall, 3' H Side Rail - Taught White Fabric
- 14" x 12" Identification Sign
- (1) 6' x 30" Skirted Table - White
- 2 Side Chairs
- 1 Wastebasket
- (1) 500 Watt Electric Drop *
- (1) Crossbar at front of booth for lighting *

**Electrical services and equipment are provided by Edlen Electric. To order lighting services for the provided crossbar, please see the Light track Order form.*

Please note: Any changes to the booth requested after the booth has been initially set will result in a labor charge.



Exhibit Show Schedule

GENERAL EXHIBITOR MOVE-IN

Wednesday, June 8, 2022 • 8:00AM to 6:00PM

EXHIBIT HOURS

Thursday, June 9, 2022 • 10:00AM to 6:00PM

Friday, June 10, 2022 • 10:00AM to 6:00PM

Saturday, June 11, 2022 • 10:00AM to 6:00PM

Sunday, June 12, 2022 • 10:00AM to 4:00PM

EXHIBITOR MOVE OUT

Sunday, June 12, 2022 • 4:00PM to 10:00PM

FREIGHT REROUTE BEGINS*

*All outbound carriers must be checked in by this time

Sunday, June 12, 2022 | 10:00PM

IMPORTANT DEADLINES

Discount Price Deadline for Custom Shepard Rentals

Tuesday, May 10, 2022

Exhibitor Appointed Contractor Notification Deadline

Tuesday, May 10, 2022

First Day for Warehouse Deliveries Without a Surcharge

Tuesday, May 10, 2022

Discount Price Deadline for Standard Shepard Orders

Thursday, May 19, 2022

Last Day for Warehouse Deliveries Without a Surcharge

Wednesday, June 1, 2022

Last Day for Warehouse Deliveries*

Monday, June 6, 2022

* Date indicated is last day freight can arrive to advanced warehouse with guarantee of delivery to booth for exhibitor move-in.

First Day Freight Can Arrive at Show Site

Wednesday, June 08, 2022 | 8:00AM

Shipping Addresses

ADVANCE WAREHOUSE SHIPMENT 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, Nevada 89118

DIRECT TO SHOW SITE SHIPMENT 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

ADVANCE DEADLINE DATE (STANDARD ORDERS): THURSDAY, MAY 19, 2022

Due to liability concerns and/or labor jurisdictions, exhibitors or their Exhibitor Appointed Contractors (EACs) may not operate any type of mechanical or powered equipment including forklifts, manual or electric pallet jacks, overhead lifts, etc.

Shepard Mailing Address

1531 Carroll Drive, NW
Atlanta, GA 30318
Phone: 404-720-8600
Email: orders@shepardes.com

Service Desk Hours *(subject to change)*

Wednesday, June 8, 2022 · 8:00AM to 6:00PM
Thursday, June 9, 2022 · 10:00AM to 6:00PM
Friday, June 10, 2022 · 10:00AM to 6:00PM
Saturday, June 11, 2022 · 10:00AM to 6:00PM
Sunday, June 12, 2022 · 4:00PM to 10:00PM

Exhibitor Move Out

Sunday, June 12, 2022 · 4:00PM to 10:00PM

Dismantle & Move Out Information

Shepard will begin returning empty containers and skids as soon as the aisle carpet is removed and/or plastic protection is installed on top of the floor. All exhibitor materials must be removed from the facility by **Sunday, June 12, 2022 | 10:00PM.**

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 12, 2022 | 10:00PM.**

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 on-site. 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 as well as provide carrier specific shipping labels.

Pick Up Address

Las Vegas Convention Center
3150 Paradise Road
Las Vegas, NV 89109