



5931 West Campus Circle Drive
Irving, Texas 75063
Phone: (972) 751-9400
Fax: (972) 751-9500
www.packexpolasvegas.com

C O - L O C A T E D



September 23-25, 2019 • Las Vegas, Nevada USA

Quick Facts

Discount Deadline:
August 12, 2019
(excludes labor)

1 Exhibit Hall Carpet/ Drape

Please contact your Customer Account Manager (CAM) if you have any questions on your Booth Drape or Aisle Carpet colors.

All exhibitors will be provided a 7" x 44" Identification Sign with company name and booth number (at No Charge).

All in-line booth spaces will be automatically set with 8' high back drape and 36" high side dividers.

- Island Booths
Booth Drape will NOT be automatically set for Island Booths. If drape is required, please use the Furniture and Accessories forms to order.
- Peninsula Booths
Booth Drape will automatically be set at 8' high along the backwall for all peninsula booths according to the show rules and regulations. Setbacks apply to peninsula-end cap booths.
- See Rules and Regulations for setback guidelines.

For planning purposes, aisle carpet and booth drape will be color coded as follows:

North Hall	100 - 899	Tuxedo Carpet	Black Drape
Central Hall	1000 - 5699	Tuxedo Carpet	Grey Drape
Lower South Hall	5800 - 6999	Tuxedo Carpet	Grey Drape
Upper South Hall	7100 - 8499	Tuxedo Carpet	Grey Drape

Pavilions will be color coded as follows:

Association Pavilion	Tuxedo Carpet	Hardwall
Education Pavilion	Tuxedo Carpet	Hardwall
The Confectionary Pavilion	Red Pepper Carpet	White Drape
The PACKage Printing Pavilion	Midnight Blue Carpet	White Drape
The Containers and Materials Pavilion	Midnight Blue Carpet	Black Drape
The Reusable Packaging Pavilion	Green Carpet	White Drape

(NOTE: In the Showcase of Packaging Innovations® the whole area is in Black.)

2 Booth Setup

In-Line Booths are set with backwall and sidewall drape as shown below. Carpeting is required and is the responsibility of the exhibitor. If you wish to upgrade your booth with a hardwall exhibit or additional furniture, please review the exhibiting packages information, furniture order forms or our Modular System offerings.



Please note: If you are bringing your own carpet/flooring for your booth, it is your responsibility to remove it from the show floor at the close of show. If you leave your flooring behind and PACK EXPO Services disposes of it, you will be charged Excess Trash Removal at a 2 hour minimum.

If you are using an Exhibitor Appointed Contractor (EAC) please notify your EAC of the rules regarding any excess trash left behind in the booth.



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3 Discount Deadline Date

One deadline to remember for all services! Mark your calendar now. Place your order and payment by **August 12, 2019** to take advantage of discounted prices for all services excluding labor and material handling.

4 Show Schedule

Exhibitor Move-In		Central Hall	Booths 1000 - 5699
		Lower South Hall	Booths 5800 - 6999
		Upper South Hall	Booths 7100 - 8499
Tuesday	September 17, 2019		12:00 pm - 8:00 pm
Wednesday	September 18, 2019		8:00 am - 4:30 pm
Thursday	September 19, 2019		8:00 am - 4:30 pm
Friday	September 20, 2019		8:00 am - 4:30 pm
Saturday	September 21, 2019		8:00 am - 4:30 pm
Sunday	September 22, 2019		8:00 am - 2:00 pm
		North Hall	Booths 100 - 899
Wednesday	September 18, 2019		8:00 am - 4:30 pm
Thursday	September 19, 2019		8:00 am - 4:30 pm
Friday	September 20, 2019		8:00 am - 4:30 pm
Saturday	September 21, 2019		8:00 am - 4:30 pm
Sunday	September 22, 2019		8:00 am - 2:00 pm

See Target Move-In Schedule in Section 6 for your target day and time.

IMPORTANT: All drayage/material handling is included in your space rate, provided your shipment/truck checks in at the PACK EXPO Services Marshalling Yard by 2:00 pm on your assigned targeted move-in date and time.

All exhibits must be fully installed by Sunday, September 22, 2019 at 2:00 pm.

If the installation of an exhibit has not started by 2:00 pm on Sunday, September 22, 2019, Show Management reserves the right to authorize PACK EXPO Services to begin the installation process at the exhibitor's expense.

Any special equipment needed for unloading will be charged separately including cranes and 15,000 pound fork trucks.



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4 Show Schedule (continued)

Exhibit Hours		All Halls
Monday	September 23, 2019	9:00 am - 4:00 pm
Tuesday	September 24, 2019	9:00 am - 4:00 pm
Wednesday	September 25, 2019	9:00 am - 4:00 pm

Exhibitor Move-Out		All Halls
Wednesday	September 25, 2019	4:00 pm - 8:00 pm
Thursday	September 26, 2019	8:00 am - 4:30 pm
Friday	September 27, 2019	8:00 am - 4:30 pm
Saturday	September 28, 2019	8:00 am - 2:00 pm

The **Exhibit Halls** must be cleared by 2:00 pm on Saturday, September 28, 2019.

The return of empty crates will take approximately seven (7) to nine (9) hours. If riggers were used to remove machinery from crates or skids, these items will not be returned automatically. Your dismantle rigging crew will return empty skids and machinery crates.

All outbound carriers must check-in no later than 2:00 pm on Friday, September 27, 2019, at PACK EXPO Services Marshalling Yard. If your outside carriers do not check-in prior to 2:00 pm on Friday, September 27, 2019, PACK EXPO Services will reroute the shipment via the most convenient manner available. The exception to this rule are exhibitors with an outbound target date of Saturday, September 28, 2019. Trucks for Saturday outbound targets must be checked-in by 9:00 am on Saturday, September 28, 2019. Please refer to Sections 6 and 7 for more shipping and target time information.

NOTE TO EXHIBITORS: If the carrier's name listed on the outbound Material Handling Agreement (Bill of Lading) DOES NOT MATCH the name of the carrier that checks into the Marshalling Yard to pick up your company's freight - **THE FREIGHT WILL NOT BE RELEASED.** Please make sure there is a phone number where we can reach you to help solve this problem, or keep a company representative onsite through move-out to ensure freight is successfully picked up.



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5 Warehouse Shipments

Advance Receiving at the Warehouse

Warehouse Shipping Address:

PACK EXPO Las Vegas / Healthcare Packaging EXPO 2019
 Exhibiting Company Name
 Booth # _____
 c/o GES and PACK EXPO Services
 7000 Lindell Road
 Las Vegas, NV 89118

PACK EXPO Services will accept crated, boxed or skidded materials beginning on Monday, August 12, 2019, at the above address. To avoid additional charges, materials must arrive to the warehouse by Wednesday, September 11, 2019. The warehouse will receive shipments Monday through Friday during the hours of 9:00 am to 3:00 pm.

Please note that the warehouse will be closed Monday, September 2, 2019 for the Labor Day holiday.

Please be advised of the following guidelines for warehouse shipments and make sure the person responsible for your shipping arrangements has this information.

1. Warehouse Dock Door size: 9' wide x 10' high
2. Dimensions of freight should not exceed 8'-4" wide x 8'-5" high
3. Heaviest piece should not exceed 5,000 lbs.
4. Only crated, boxed, or skidded shipments will be accepted at the warehouse. NO loose or uncrated shipments or bulk carpet shipments.
5. All carpet must be skidded and separated by booth.

Any shipments that are unable to meet these guidelines will need to ship direct to show site.

NOTE: Cranes cannot be used at the warehouse. If you need special equipment to unload your materials at the warehouse, please contact PACK EXPO Services at 972-751-9400.

IMPORTANT: All warehouse shipments will be charged a special assessment of \$15.00/ cwt with a \$150.00 minimum. See Material Handling Information forms in Section 3.

6 Show Site Shipments

Show Site Shipments

Show Site Shipping Address:

PACK EXPO Las Vegas / Healthcare Packaging EXPO 2019
 Exhibiting Company Name
 Booth # _____
 Las Vegas Convention Center
 c/o PACK EXPO Services
 3150 Paradise Road
 Las Vegas, NV 89109

- Show site freight must be delivered on the assigned target date. Reference target move-in floor plans in Section 6.
- All drayage/material handling is included in your space rate, provided your shipment/truck checks-in at the PACK EXPO Services Marshalling Yard by 2:00 pm on your assigned-targeted move-in date and time.
- All vehicles, including privately owned vehicles (POVs), with materials for delivery must check-in at the Marshalling Yard located at the corner of Ensworth Street and West Post Road. (See map in Section 6 for more information.)