



South Point Hotel
Las Vegas, NV
May 2-3

SHOW FACTS

Show Schedule

Exhibitors are permitted to enter hall one hour prior to Show opening each day.

Move-In Hours

Friday May 1 8:00 a.m. - 8:00 p.m.

Exhibit Hours

Saturday May 2 10:00 a.m. - 5:00 p.m.

Sunday May 3 10:00 a.m. - 5:00 p.m.

Move-Out Hours

Sunday May 3 5:00 p.m. - 10:00 p.m.

Registration Hours

Friday May 1 8:00 a.m. - 6:00 p.m.

Attendee Ticket Sales

Saturday May 2 9:30 a.m. - 4:00 p.m.

Sunday May 3 9:30 a.m. - 4:00 p.m.

ADA Requirements

Traditional handicap devices are allowed on the exhibit floor (i.e. wheelchairs, walkers, 3-wheel scooters). No Segways or 2-wheel devices are allowed.

Booth Cleaning

Booth cleaning is not included in your exhibit space rental cost.

Booth Equipment

Booth equipment provided with **bulk** exhibit space:

- Drape: yellow and white

Booth equipment provided with **package** exhibit space:

- Drape: yellow and white
- One 8' white draped table
- One 120v electrical outlet
- Two chairs
- One wastebasket

All booths receive:

- Linear and table top exhibits: 8' high backdrape, 3' high side dividers, 7" x 44" ID sign
- Peninsula exhibits: 8' high backdrape set back 5' from each aisle, 7" x 44" ID sign
- Island exhibits: No drape or sign
- Listing in the Official Program

Decorating / Official Service Contractor

Source One is the official service contractor. Carpet, furniture, draping and accessories are available for rent. You will save time and money by ordering your needs early. Go online to www.BabyTimeExpo.com for rental items.

Electrical

Electrical service and lighting are available from CES Electrical Services, 415/468-4002.

Exhibitor Conduct

Exhibitor personnel and representatives may not enter the exhibit space of another exhibitor without permission from that exhibitor and at no time may anyone enter an exhibit space which is not staffed. Exhibitors are not permitted to photograph or video the exhibit or product of another exhibitor without prior approval.

Freight

Advance Shipping to Source One Warehouse.

Use this address for shipments to arrive on or before April 24:

BabyTime Expo
Exhibitor Name
Booth #
Source One Events
102 Cassia Way
Henderson, NV 89014

All shipments received at the warehouse between April 25 - April 30 are subject to additional charges. No freight will be accepted at the South Point Hotel.

Hotels

To make a reservation call the South Point Hotel at 866/791-7626, and mention BabyTime Expo for a special rate. Deadline to receive the special rate is April 9, 2009.

Installation and Dismantling Labor

To encourage and foster a harmonious relationship among exhibitors and the various work groups at the Show, a set of guidelines has been established for all to follow:

A. Official Service Contractor

Exhibitors may perform most elements of booth setup using full-time company employees. All hired, temporary labor must be obtained through Source One or an approved Exhibitor-Appointed Contractor. Source One will assign labor on a first-come, first-served basis.

B. Gratuities/Behavior

1. Exhibitors are requested and advised not to offer tips, payments or free merchandise to anyone.
2. Do not enter into any arguments with the workers. Please contact Show Management immediately if a problem arises.
3. All workers, managers, and staff are prohibited from the use or possession of alcohol, drugs, abusive language or sexual harassment. Please report any violation to Show Management.

C. Exhibitor-Appointed Contractor (EAC)

Exhibitors may select any contractor for installation and dismantling services, provided the contractor has met all requirements of the South Point Hotel and Show Management. You must inform Show Management no later than April 3, of intent to use an Exhibitor-Appointed Contractor (EAC).

Insurance

No form of insurance is provided by ConvExx, or the South Point Hotel to cover exhibitor activities at the Show. ConvExx, the South Point Hotel and their contractors assume no liability or responsibility for loss by any exhibitor from theft, fire, breakage or any other reason. The exhibitor agrees to carry appropriate insurance to cover these risks.

It is recommended that insurance be acquired covering the transportation of the booth display and materials to and from the Show.

Non-Exhibiting Companies – Alert

There are companies that will attend the Show, but not exhibit. The following guidelines must be adhered to by all non-exhibiting companies in attendance at the Show.

1. Non-exhibiting companies may not approach attendees or other exhibitors for the purpose of solicitation.
2. Non-exhibiting supplier merchandise, samples and catalogs are not permitted in the Show, without prior approval by Show Management.

Anyone who is observed approaching attendees in the aisle or in an exhibitor's booth, who is not a legitimate exhibitor, should be reported to Show Management immediately, and may be asked to leave the show.

Parking

Free parking is available at the South Point Hotel. Go online to www.BabyTimeExpo.com for driving directions.

Registration & Badge Holders

Exhibitor admission to the Show is by official BabyTime Expo registration badge. Badges issued to exhibitors must be for full-time employees or qualified distributor personnel who will be working in exhibitor's booth only. All personnel must have both a paper badge and an official badge holder to be admitted to the exhibit hall. Each 10 x 10 booth is allocated four (4) badges and two complimentary event tickets. Each 5 x 10 booth is allocated two (2) badges and two complimentary event tickets.

Exhibitor Registration Hours

Friday May 1 8:00 am - 6:00pm

Attendee Ticket Sales

Saturday May 2 9:30 a.m. - 4:00 p.m.

Sunday May 3 9:30 a.m. - 4:00 p.m.

Security

Move-out is a high-theft period and your exhibit should not be left unattended until it has been dismantled, packed and collected for shipment.

Telephones

Standard booth telephone service is available from the South Point Hotel. To receive telephone service, the form must be completed and submitted by April 24. Go online to www.BabyTimeExpo.com to complete the form.

NEED HELP? CALL US!

Executive Show Manager

Mindi Cherry, CEM
702/450-7662, ext. 103
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Show Manager

Jennifer Carr, CEM
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Advertising & Sponsorships

Mindi Cherry, CEM
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Exhibitor-Appointed Contractors

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Exhibitor Services

Department
702/450-7662, ext. 120
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Food & Beverage

Susan Schwartz, CEM
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Freight/Drayage, Labor, Electrical, Source One

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Press & Media Services

Michelle Sandler, CEM
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Event Program

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Registration / Badges

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Security

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