

# EXPO 2019 Tradeshow Spec Sheet

## BOOTH SPACES:

It's First-Come-First-Served. **Booth space is not guaranteed** and will not be marked as sold on the Floorplan until a signed Exhibitor Contract and full payment is received.

## BOOTH INCLUDES:

The Tradeshow will be held in the Celebrity Ballroom on the second floor of Planet Hollywood Resort & Casino, across from the EXPO Registration Desk and Panel Session rooms. Each 10-by-10 booth includes a six-foot table, two chairs, a company sign and two EXPO badges (a \$718 value). The hall is carpeted.

## ITEMS FOR YOUR BOOTH:

Freeman is the tradeshow contractor. Go to the [Freeman EXPO 2019 website link](#) with all the details and forms you will need for everything from how to ship materials to your booth to ordering electricity. For personalized service call Corrine Milligan at Freeman at (702) 579-1400.

## ADDITIONAL BADGES:

You can purchase up to two additional badges per 10-by-10 booth at a discounted price of \$250 per badge. Those badges must be purchased before July 1; after that date, all badges are sold at the regular price of \$359 per person. No more than four badges total will be issued per 10-by-10 booth.

## SET-UP & TEAR-DOWN:

- The Tradeshow hours are 2-6 pm Monday, Aug. 12, and 1-5 pm Tuesday, Aug. 13.
- Booth set-up is 8 am-2 pm Monday, Aug. 12 (larger booths can do some set-up after 5 pm Sunday).
- Booth tear-down is 5-9 pm Tuesday, Aug. 13, and 9 am-noon Wednesday, Aug. 14.

## FREE LEAD RETRIEVAL:

Attendee badges have a QR Code with the attendee's contact information which you can capture by downloading from the Internet one of the hundreds of free QR Reader Apps onto your smart phone.

## HOTEL ROOMS:

Book your room online at [Planet Hollywood EXPO 2019 Rooms](#) or by calling (866) 317-1829 and requesting the "Gentlemen's Club EXPO 2019" special rate. The room rate is \$79 a night Sunday through Wednesday (and is \$209 for Saturday since it is a weekend night). Ask about special rates for suites in several sizes.

## SAMPLES:

There is no charge from Planet Hollywood to hand out "sample sizes" of food or nonalcoholic beverages (one ounce for food and two ounces for beverages). If you are handing out alcoholic beverages, please read the EXPO 2019 Liquor Advisory. To reserve a Planet Hollywood bartender, to check on corkage and service fees, or to order ice or other related items, please contact Randee Busch, Program Coordinator at Planet Hollywood, at (866) 919-7472, [rbusch@planethollywood.com](mailto:rbusch@planethollywood.com)

## CHANGES:

To make changes to your booth paperwork (adding names, to pay by credit card, etc.) contact Teresa Tearno at (727) 726-3592, [teresa@EDpublications.com](mailto:teresa@EDpublications.com)



**Questions? (727) 726-3592**  
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