

# Global Experience Specialists Marshaling Yard and Direct Deliveries Information

All orders are governed by the GES Payment Policy and GES Terms & Conditions of Contract as specified in this Exhibitor Services Manual

# **ASD**MARKETWEEK

Las Vegas Convention Center August 2 - 5, 2015

#### IMPORTANT NOTICE

Global Experience Specialists, Inc. (GES) has established a Marshaling Yard to ease congestion in the vicinity of Las Vegas Convention Center and to better utilize the available dock space at the convention center.

The address to this Marshaling Yard is: 2982 West Post Road, Las Vegas, NV 89119

### NO CHARGE will be added to your invoice for use of this yard.

It is important that you advise your carrier of this Marshaling Yard information to better facilitate your direct shipment to showsite.

The Marshaling Yard process is as follows:

- All delivering carriers and privately owned vehicles must check in at the Marshaling Yard prior to show site deliveries.
- All inbound shipments will be weighed at the Marshaling Yard to obtain the gross or heavy weight.
- · All inbound shipments must be accompanied by a certified weight certificate and Bill of Lading.
- At the Marshaling Yard, drivers will be assigned a number and will be dispatched to the appropriate dock at Las Vegas Convention Center as space is available. Waiting time at the Marshaling Yard should be anticipated by your carrier. Every effort is made to keep this waiting time at a minimum. However, the waiting time depends on many factors, including the number of vehicles arriving to unload/load, the type of loads being unloaded at the Las Vegas Convention Center, the number of booths on a truck, etc.
- After unloading, all vehicles are returned to the Marshaling Yard with a completed copy of the GES Receiving Report to be weight to obtain the light weight. This determines the total weight of your shipment. In the event shipments are received without a certified weight certificate, GES may request the driver to obtain a certified weight certificate before unloading the shipment and delivering to the booth. Drivers who fail to provide a certified weight certificate may face having their shipment billed at an estimated weight which might be heavier.
- MARSHALING YARD HOURS: 6:00 AM 6:00 PM

If we can answer any questions or be of assistance with your inbound freight arrangements, please contact our National Servicenter at 800.475.2098.

## **Address to Marshaling Yard:**

2982 West Post Road Las Vegas, NV 89119

#### For shipments being sent to the Advance Warehouse, please send to:

c/o Global Experience Specialists, Inc. (GES) 7000 Lindell Road Las Vegas, NV 89118