

RETURN TO: Global Experience Specialists, Inc. (GES) • 7000 Lindell Road, Las Vegas, NV 89118-4702 • Fax: 866.329.1437 or 702.263.1520 for international exhibitors
 Contact us Online: www.ges.com/chat Phone: 800.475.2098 or 702.515.5970 for international exhibitors

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

MAGIC - LVCC

Las Vegas Convention Center
 February 18 - 20, 2014

Form Deadline Date:

January 28, 2014

MANDATORY FORM*

COMPANY NAME		EMAIL ADDRESS		BOOTH NUMBER
SHOWSITE CONTACT		SHOWSITE CONTACT PHONE #	DATE/TIME OF ARRIVAL	CONTACT'S HOTEL (OPTIONAL)

The grid below may be printed to layout your electrical requirements for booths up to 40 x 40 or used as a sample to develop your own plans for larger exhibits. Please complete as clearly as possible, indicating the following:

1. Main Power Drop: It is mandatory to provide a main drop location for all island booths
2. Power Usage at Each Location: Please provide specific dimensions and wattages/amperages. Please do not simply place an X where power is required.
3. Booth Orientation: Please provide surrounding aisle and/or booth numbers, particularly for island booths.
4. Overhead Lighting: Please indicate area that overhead lighting is to be focused within your booth.

BACK OF BOOTH (indicate adjacent booth or aisle number: _____)

Indicate
 Adjacent
 Booth or
 Aisle Number:

Indicate
 Adjacent
 Booth or
 Aisle Number:

FRONT OF BOOTH (indicate adjacent booth or aisle number: _____)

***This form must be returned to GES for your orders to be processed.**

A measurement scale can be applied as necessary to reflect the size of your booth.

- Use bold lines to indicate the outline of your booth.
- Indicate the scale of the grid (i.e. 1 square = 1 foot) or indicate the dimensions of your booth.
- 10' x 10' use 1 square = 1/4 foot 20' x 20' use 1 square = 1/2 foot 40' x 40' use 1 square = 1 foot

Each square is _____ feet square since my booth is _____ feet wide by _____ feet long.