



MAGIC
TELL YOUR FASHION STORY.

FEBRUARY 16-18, 2016
SOURCING AT MAGIC OPENS FEBRUARY 15
LAS VEGAS & MANDALAY BAY CONVENTION CENTERS

EXHIBITOR BADGE ON-LINE REGISTRATION INSTRUCTIONS

- WHEN REGISTRATION OPENS, THE SHOW CONTACT WILL RECEIVE AN EMAIL WITH A LINK AND INDIVIDUAL PASSWORD TO REGISTER FOR BADGES.

QUESTIONS?

CALL YOUR CUSTOMER SERVICE REPRESENTATIVE AT 310.857.7500



MAGIC
TELL YOUR FASHION STORY.

FEBRUARY 16-18, 2016
SOURCING AT MAGIC OPENS FEBRUARY 16
LAS VEGAS & MANDALAY BAY CONVENTION CENTERS

NOTICE OF INTENT TO USE EXHIBITOR APPOINTED CONTRACTORS

(To be filled out by exhibitor)

DEADLINE: February 1st, 2016

(Please check all that apply)

If not received by February 1st , you'll need to register at show site

☐ PLAYGROUND ☐ CURVE ☐ Sourcing at MAGIC ☐ FN PLATFORM ☐ WWD MAGIC ☐ WSA

When using an EAC or trimmer, this form must be completed by the exhibitor and returned to the MAGIC office. It is the responsibility of the exhibitor to advise their EAC or trimmer of the MAGIC show rules.

Please forward the EAC or Trimmer badge request form to the company that you have hired. They are responsible for completing the badge request form and submitting payment to MAGIC.

There are certain requirements that must be satisfied before providing services on the property of the Las Vegas Convention Center or the Mandalay Bay Convention Center. This form must be sent to the address below and the "Work Authorization Form" found under the "Labor" tab must also be filled out and submitted to GES.

Exhibiting Company: _____

Booth Number(s): _____

Contractor/Trimmer Name: _____

Contact Person: _____

Address: _____

Phone: (_____) _____

Fax: (_____) _____

E-mail: _____

On Site Address or Hotel: _____

On Site Phone: (_____) _____

Authorized Signature: _____

PRIOR to December 10, 2015, MAIL OR FAX TO:
MAGIC
2450 COLORADO AVE., #300 East
SANTA MONICA, CA 90404
ATTN: RICK SMITH
FAX: 310.943.2450

AFTER December 10, 2015, MAIL OR FAX TO:
MAGIC
2901 28th Street, Suite 100
Santa Monica , CA 90405
ATTN: Rick Smith
FAX: 310.943.2450



MAGIC
TELL YOUR FASHION STORY.

FEBRUARY 16-18, 2016
SOURCING AT MAGIC OPENS FEBRUARY 15
LAS VEGAS & MANDALAY BAY CONVENTION CENTERS

EXHIBITOR APPOINTED CONTRACTOR BADGE REQUEST

(To be filled out by EAC)

DEADLINE: February 1st, 2016

If not received by February 1st, you'll need to register at show site

BADGES DO NOT MAIL IN ADVANCE

Company Name: _____
Badge Contact Name: _____
Address: _____

Phone: (_____) _____
Fax: (_____) _____
E-mail: _____
Hotel staff is staying: _____
Events Working: _____

MAGIC requires a \$150.00 fee along with a valid certificate of insurance from all EAC's providing services at the MAGIC show. (payment by check only-no credit cards) Once your payment is processed you will be sent a link to register your staff. Badges do not mail in advance. They must be picked up on site at the Contractor Registration Counter with a valid photo ID. All EAC personnel will be required to wear their badges and carry photo ID during move-in and move-out. These badges are not valid during show hours. No one under 18 is permitted on the show floor during move-in and move-out.

Checks should be made payable to MAGIC and submitted along with the application and Certificate of Insurance to:

Prior to December 10, 2015: MAGIC
2450 Colorado Ave., #300 East
Santa Monica, CA 90404
ATTN: Rick Smith

AFTER December 10, 2015: MAGIC
2901 28th Street, Suite 100
Santa Monica, CA 90405
ATTN: Rick Smith

Badges are non-transferable. This form is to be used for EAC personnel. Your company will be responsible for the actions of all employees listed. MAGIC staff will inspect for properly coded badges and violators will be escorted by security from the exhibit area. **DO NOT FAX THIS FORM**



MAGIC
TELL YOUR FASHION STORY.

FEBRUARY 16-18, 2016
SOURCING AT MAGIC OPENS FEBRUARY 15
LAS VEGAS & MANDALAY BAY CONVENTION CENTERS

TRIMMER BADGE REQUEST FORM
(TO BE FILLED OUT BY TRIMMING COMPANY)

DEADLINE: February 1st, 2016

If not received by February 1st, you'll need to register at show site

BADGES DO NOT MAIL IN ADVANCE

Company Name: _____

Badge Contact Name: _____

Address: _____

Phone: (_____) _____

Fax: (_____) _____

E-mail: _____

Hotel staff is staying: _____

MAGIC requires a \$25.00 fee along with a valid certificate of insurance from all trimmers providing services at the MAGIC show. (payment by check only-no credit cards) Badges do not mail in advance. They must be picked up on site at the Contractor Registration Counter with a valid photo ID. All trimmer personnel will be required to wear their badges and carry photo ID during move-in and move-out. These badges are not valid during show hours. No one under 18 is permitted on the show floor during move-in and move-out.

Checks should be made payable to MAGIC and submitted along with the application to:

MAGIC

2450 Colorado Ave., #300 East

Santa Monica, CA 90404

ATTN: Rick Smith

Name –First & Last (no nicknames please)	Title (Photocopy for larger lists)
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____
7. _____	_____
8. _____	_____

Badges are non-transferable. This form is to be used for trimmer personnel. Your company will be responsible for the actions of all employees listed. MAGIC staff will inspect for properly coded badges and violators will be escorted by security from the exhibit area.