

# **A-Z RULES & REGULATIONS**

September 8-9, 2014 • Bootleg Canyon • Boulder City, NV

## **BOOTH OCCUPANCY**

Your booth must be staffed during demo hours in order to provide buyers the maximum value. You may not dismantle your booth prior to show close at 5:00 p.m. on Tuesday. Please make sure to bring trash bags, pick up all of your trash and dispose it in the dumpsters located in the demo area.

## **DIRECTIONS**

The demo is located at Bootleg Canyon in Boulder City. Refer to the map within this manual or <u>click here</u> for electronic directions.

## **ELECTRICAL**

If you require electrical in your booth, you may rent a generator through Rebel Party Rentals by contacting Andres Werne at (702) 252-0152 or <a href="mailto:andres@rebelparty.com">andres@rebelparty.com</a>.

## **FOOD AND BEVERAGE**

Outside food and beverage (excluding alcohol) is permitted at Bootleg Canyon. You may also order lunch to be delivered to your booth from Capriotti's Sandwich Shop. To order lunch for your crew, contact them at (702) 294-7827. Please review Health/Fire permit information within this manual if you intend on cooking or serving food/beverage from your exhibit space.

## FREIGHT/ PRODUCT SHIPPING

We recommend you use GES to ship all your ODD freight in. Please make sure you use the attached shipping labels so that your freight is delivered to the demo and not to the Mandalay Bay Convention Center. Do not list your Mandalay Bay booth number on your ODD freight.

## **INSURANCE**

Interbike does not provide any type of insurance coverage for the property and/or personnel of exhibiting companies (see Booth Space Contract item #9). Exhibitors must maintain insurance that meets the requirements outlined in this manual and on your booth space contract, and send proof to Interbike prior to the show.

## **PARKING**

All exhibitors must use the designated parking lot for exhibitors. Parking is limited, so please try to utilize the free shuttles from the Mandalay Bay Convention Center. Do not park on Yucca on Canyon Streets or you will be towed.

## PROMOTIONAL DISTRIBUTION

Distribution of any printed materials, samples or other articles shall be restricted to the confines of the exhibitor's own exhibit space. Signs or advertising devices shall not be displayed outside of each exhibitor's own space. If you have any questions relating to this subject or would like information on outside advertising, please contact Show Management.

# REGISTRATION

All exhibitors and attendees attending the Outdoor Demo will be required to sign a waiver and wear a wristband throughout the event. Please make sure to pick up your exhibitor badges before the show at registration in either the Mandalay Bay Convention Center or the registration tent at the demo.

## **RESTROOMS**

Portable restrooms are available throughout the event. Permanent restrooms are located on the paved road leading towards the downhill trails.

## **SECURITY**

Show Management makes every effort to provide protection for exhibitors' merchandise and displays. Show Management will provide perimeter guard service on a 24-hour basis to include move-in, show days and move-out. While Show Management will implement security measures to safeguard your property, neither Show Management, Solitude, security contractor, decorator, nor any of their officers, agents or employees assumes any responsibility for such property, loss or theft. To order additional booth security, such as an overnight security guard, see the security page.

#### **SELLING**

The at-show sale of exhibit product or samples by cash, check or credit card is prohibited. This in no way interferes or prohibits the placing of orders by retailers.

## **SOUND**

Exhibitors must regulate the level of sound in their booths so as not to inhibit the ability of neighboring exhibitors.

# **TENTS**

No tent stakes will be allowed at Bootleg Canyon. You will need to secure your tents/signage with water weights, sandbags etc. Please arrange to secure your tent on your own. Please visit the FIRE PERMIT section within this manual and comply with the rules and regulations – Action is required.

## TRAILERS/RIGS

If you have a trailer or rig please contact <u>Jamie Kelley Greene</u> in advance to make arrangements. Please note that due to city ordinances, any trailers/rigs left after midnight on September 9 will be fined.

# **TRANSPORATION**

FREE shuttles will be provided for Outdoor Demo attendees between the Mandalay Bay Convention Center and Bootleg Canyon every half-an-hour on Monday and Tuesday as follows: Mon., 9/8: 8:30 a.m. to 2:30 p.m., Return 2:00 p.m. to 5:30 p.m. Tues., 9/9: 7:30 a.m. to 2:30 p.m., Return 2:00 p.m. to 5:30 p.m.

## **USE OF COMMON AREAS**

The distribution of samples, printed materials and any promotional material is restricted to within the exhibitor's booth only. All models must remain within the booth space at all times. Advertising materials may be handed out within the booth space only. Strolling entertainment or moving advertisements outside of the exhibit space is strictly prohibited.