

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.



The International Travel Goods Show
Las Vegas Convention Center, South Halls 3 & 4
March 10 - 12, 2015

Form Deadline Date:
February 16, 2015

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|--------------|---------------|--------------|
| COMPANY NAME | EMAIL ADDRESS | BOOTH NUMBER |
|--------------|---------------|--------------|

Booth and Aisle Carpet are supplied by The International Travel Goods Show. If you or your display house intend to use carpet and/or flooring other than the carpet supplied, you must notify GES of your intent. This form must be filled out completely and returned to GES by the form deadline date, or the carpet described in the Exhibit space specifications will be installed in your exhibit space. No Exceptions please

If your completed form is not received by the deadline date of February 16, you will be charged \$ 0.74 per sq. ft. to remove The International Travel Goods Show supplied carpet. This charge also applies to any late orders received after the deadline date of February 16, due to the carpet plan being finalized in advance and lengths of carpet cut accordingly. This charge will be included on your GES invoice at the close of show.

____ **YES, we will be utilizing the provided TGA Blue package carpet**

____ **NO, we will not be utilizing the provided TGA Blue package carpet**

If you have checked NO, please fill out the following information:

We have a _____ X _____ booth and will not be utilizing the supplied carpet

____ We will be ordering from GES: Carpet ____ Padding ____

____ We will be providing our own Carpet ____ Padding ____ and have it installed by GES (please order this labor separately, and include the labor order form with the sheet)

____ We will be providing our own Carpet ____ Padding ____ and have it installed by our EAC or our full time company employees.

EAC Company name: _____

Information and instructions

1. All exhibitor supplied carpet or floor covering sent to the GES warehouse must be shipped separately from the rest of your exhibit with a separate bill of lading marked "Carpet".
2. Exhibitor supplied floor covering must cover your entire booth area. No partial coverage or exhibitor carpet over GES carpet will be allowed.
3. All carpet sent to the GES warehouse must be shipped using the carpet shipping labels provided in the Exhibitors manual and be received no later than Wednesday, March 4, 2015.
4. If using another color or grade of GES carpet, padding or visqueen, the proper order form must accompany this sheet. Refer to the Standard Carpet or Custom-Cut Carpet order forms.
5. This form is for GES information and planning purposes, and is not a substitute for the carpet order forms.

Need Assistance?

Toll Free: 800.475.2098 | Tel: 702.515.5970 | www.ges.com/chat

