

PROJECT WOMENS EXPRESSO NAVIGATION



MAGIC
AUG 14-16, 2017
SOURCING AT MAGIC OPENS AUG 13
Las Vegas & Mandalay Bay Convention Centers

MONDAY	9AM - 6PM
TUESDAY	9AM - 6PM
WEDNESDAY	9AM - 5PM

PROJECT
WOMENS

stitch

TOPICS

- **Login Process**
- **Booth Package Selection**
- **Important Dates**
- **Show Décor Rules**
- **Exclusive Vendors**
- **Target Move-In / Move-Out Information**
- **Material Handling**
- **Graphics**
- **Supplemental Furniture/Lights**
- **Check Out Process**
- **Contact GES**
- **Questions**



EXPRESSO LANDING PAGE

MAGIC

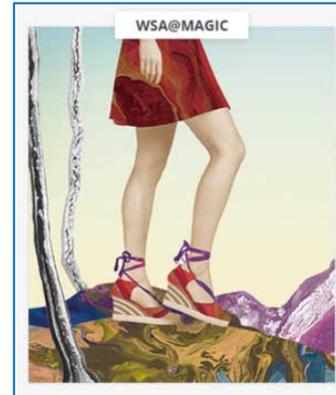
Las Vegas and Mandalay Bay Convention Centers, Monday August 14 – Wednesday August 16

MAGIC is the world's largest fashion marketplace, comprised of 15 unique communities showcasing the latest in apparel, footwear, accessories, and manufacturing. Every February and August the retail industry convenes in Las Vegas to spot and shop the latest trends in men's, women's, juniors' and children's apparel, footwear, accessories and resources.

From the height of contemporary luxury brands, to the latest trends in fast fashion, MAGIC brings you brands that fuel the business of fashion. MAGIC is comprised of PROJECT, THE TENTS, THE COLLECTIVE, POOLTRADESHOW, PROJECT WOMENS, STITCH, WWDMAGIC, FN PLATFORM, WSA@MAGIC, Children's Club MAGIC, SOURCING at MAGIC, and Footwear SOURCING at MAGIC.

Please click on show you are exhibiting in to access proper Exhibitor Service Manual/GES Expresso online ordering site.

Exhibitors select show by selecting the show icon



Homepage

MAGIC
TELL YOUR FASHION STORY.

LOG OFF MY SHOWS MY ACCOUNT

Ordering For Booth: A (20 x 20)
Current Total: \$393.50

PROJECT WOMENS

Mandalay Bay Resort and Casino,
Monday August 14 - Wednesday August 16

Order GES Services by Monday July 31
for Best Pricing

SEARCH



MONDAY 9AM - 6PM
TUESDAY 9AM - 6PM
WEDNESDAY 9AM - 5PM

PROJECT WOMENS stitch

Show Information

Information for this show, including deadlines and regulations.

Get Information →

Order for My Booth

See what is included in your booth and order furnishings, labor and more.

Order Now →

Ship Exhibit Freight

Everything you need to ship freight.

Ship Items →

Manage Files and Forms

Manage diagrams and drawings, graphics, and more.

Manage Files →

Home

- Show Information
- Target Maps and Targeted Freight Information
- PROJECT WOMENS Exhibitor Information
- PROJECT WOMENS Decor Rules
- Booth Furnishings Rental and Graphics
- Booth Package Selection
- Shipping, Drayage and Material Handling
- Labor and Equipment
- Exclusive Vendors
- Exhibitor Appointed Contractors (EACs) and Third Parties
- Regulations and Guidelines

COMING SOON

What's Included in the Standard Booth

Please make your Booth Selection or Opt Out of the booth package.

Access this show at these other venues:

STITCH: Mandalay Bay Resort and Casino, Las Vegas, NV; 8/14/2017 - 8/16/2017
PROJECT / THE TENTS / THE COLLECTIVE / POOL: Mandalay Bay Convention Center, Las Vegas, NV; 8/14/2017 - 8/16/2017
FN PLATFORM: Las Vegas Convention Center, South Hall, Las Vegas, NV; 8/14/2017 - 8/16/2017
WWDMAGIC/Sourcing @ MAGIC/Footwear Sourcing @ MAGIC/WSA at MAGIC/Children's Club MAGIC AccessoriesTheShow @WWDMAGIC: Las Vegas Convention Center, Las Vegas, NV; 8/14/2017 - 8/16/2017

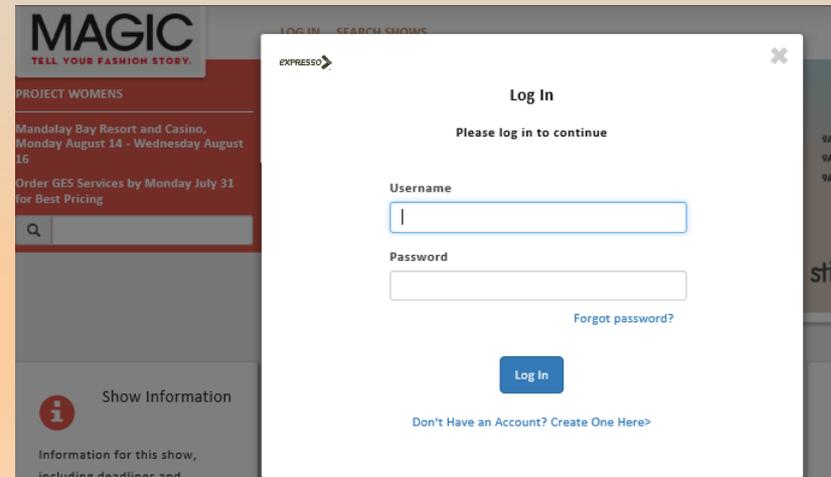
Quick Links

LOG IN PROCESS

Select “Log In” on top left corner.



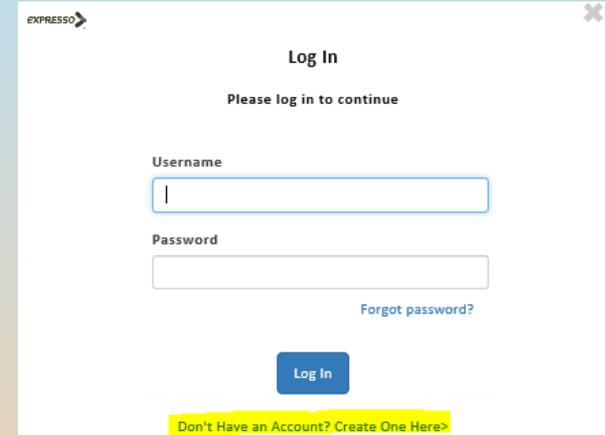
New window will populate to “Log In” or to “Create an Account”



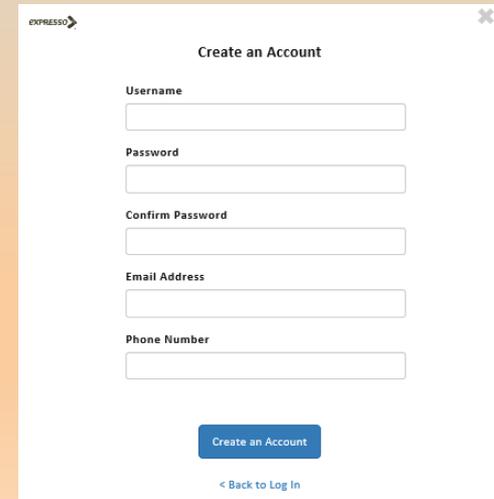
ACCOUNT CREATION

If a new user account is needed, select “Don’t Have an Account? Create One Here” link.

New window will populate to establish a new account.



The screenshot shows the 'Log In' page for EXPRESSO. At the top left is the EXPRESSO logo with a right-pointing arrow. At the top right is a close button (X). The page title is 'Log In' with the instruction 'Please log in to continue'. Below this are two input fields: 'Username' and 'Password'. A blue 'Log In' button is positioned below the password field. At the bottom, there is a link that reads 'Don't Have an Account? Create One Here>', which is highlighted with a yellow background.



The screenshot shows the 'Create an Account' page for EXPRESSO. At the top left is the EXPRESSO logo with a right-pointing arrow. At the top right is a close button (X). The page title is 'Create an Account'. Below this are five input fields: 'Username', 'Password', 'Confirm Password', 'Email Address', and 'Phone Number'. A blue 'Create an Account' button is positioned below the 'Confirm Password' field. At the bottom, there is a link that reads '< Back to Log In'.

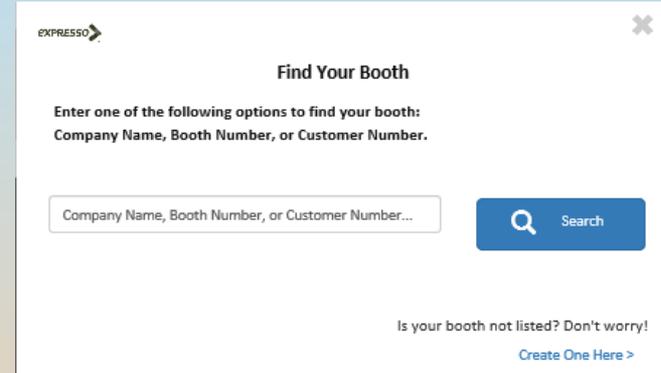
LOG IN PROCESS

Once existing Espresso users are logged in, a new window will populate asking an exhibitor to associate their account to their booth.

Can associate an account by Company Name, Booth Number or GES Customer Number.

Once one of the above is provided, a new window will populate to select the booth.

(Example- Booth #A and exhibitor name is GES Test 1)

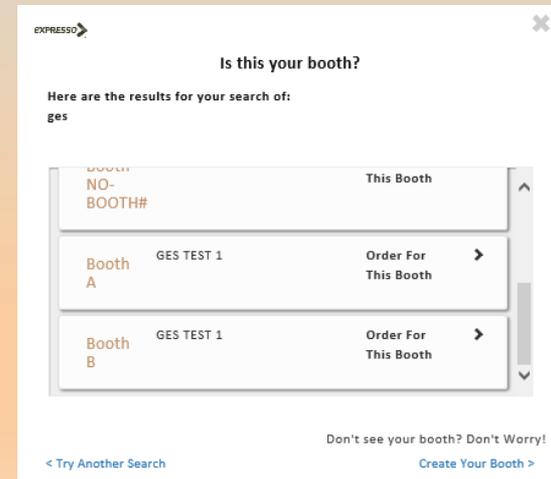


EXPRESSO

Find Your Booth

Enter one of the following options to find your booth:
Company Name, Booth Number, or Customer Number.

Is your booth not listed? Don't worry!
[Create One Here >](#)



EXPRESSO

Is this your booth?

Here are the results for your search of:
ges

BOOTH NO-BOOTH#	This Booth
Booth A	GES TEST 1 Order For This Booth >
Booth B	GES TEST 1 Order For This Booth >

< Try Another Search [Create Your Booth >](#)

Don't see your booth? Don't Worry!

LOG IN PROCESS

After the account is associated to a booth, the user selects if they are an Exhibitor or a Third Party.

EXPRESSO

Tell Us About You

Please choose the option that best applies to you.

Exhibitor Billing
The final bill for products and services ordered should go to the company exhibiting at the show.

Third Party Billing
The final bill for products and services ordered will go to a third party hired by the exhibiting company.

[< Try Another Search](#) [Finish >](#)

Once a selection is made, the user is routed back to the home page and their booth information visible at the top of the home page.

LOG OFF MY SHOWS MY ACCOUNT

Ordering For **Booth: A (20 x 20)**
Current Total: \$0.00

MAGIC

AUG 14-16, 2017
SOURCING AT MAGIC OPENS AUG 13
Las Vegas & Mandalay Bay Convention Centers

MONDAY	9AM - 6PM
TUESDAY	9AM - 6PM
WEDNESDAY	9AM - 5PM

PROJECT WOMENS stitch

LOG IN PROCESS

Users with multiple booths can easily order for all booths at once by adding booths to their account.

Select the drop down arrow located on the account header. A new menu below it will populate “Add a New Booth/Responsible Party. Repeat the steps from slide 5-6 to add in additional booths to the account.

LOG OFF MY SHOWS MY ACCOUNT

Ordering For Booth: A (20 x 20)
Current Total: \$0.00

+ Add a New Booth/Responsible Party

MAGIC
AUG 14-16, 2017
SOURCING AT MAGIC OPENS AUG 13
Las Vegas & Mandalay Bay Convention Centers

MONDAY	9AM - 6PM
TUESDAY	9AM - 6PM
WEDNESDAY	9AM - 5PM

PROJECT WOMENS stitch

BOOTH PACKAGE SELECTION

Deadline for exhibitors to select their option for booth package furniture or to opt out of items is July 31, 2017.

Users can make their selection on Expresso by selecting “Booth Selection or Opt Out” link on the home menu or select the “Booth Package Selection” menu at the table of contents page.

The screenshot shows the MAGIC Project Womens website. At the top, there is a navigation bar with the MAGIC logo and the tagline "TELL YOUR FASHION STORY." Below the logo, it says "PROJECT WOMENS" and provides the event details: "Mandalay Bay Resort and Casino, Monday August 14 - Wednesday August 16" and "Order GES Services by Monday July 31 for Best Pricing". There is a search bar and a "LOG IN SEARCH SHOWS" link. The main banner features a woman in a pink dress and a man in a purple shirt, with the text "MAGIC AUG 14-16, 2017 SOURCING AT MAGIC OPENS AUG 13 Las Vegas & Mandalay Bay Convention Centers". To the right of the banner, there is a schedule: "MONDAY 9AM - 4PM", "TUESDAY 9AM - 4PM", and "WEDNESDAY 9AM - 5PM". Below the banner, there are four main action buttons: "Show Information", "Order for My Booth", "Ship Exhibit Freight", and "Manage Files and Forms". Each button has an icon and a brief description. At the bottom, there is a "COMING SOON" banner and a "What's Included in the Standard Booth" section with a printer icon. The text in this section says "Please make your Booth Selection or Opt Out of the booth package." The "Booth Package Selection" link in the left sidebar is highlighted in yellow.

BOOTH PACKAGE SELECTION

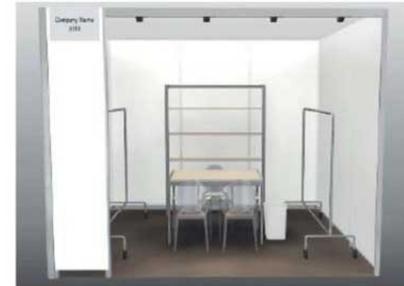
Prior to making their furniture and accessory selection, users will come across the following:

- Package rendering
- Link for additional renderings
- Standard working space details
- Important information such as:
 - Defaults for corner walls
 - Accessory changes

Furniture Package Selection

PROJECT WOMENS

Your Furniture Package offers a hassle-free experience at PROJECT WOMENS. This will make your pre-show and post-show experience as smooth and convenient as possible. Additional booth accessories are available for order on the [Booth Furnishings](#) page.



Booth Consists of Fabric Walls
Click [here](#) for additional package renderings

Standard 10x10 Booth
10' deep x 10' wide x 8' high walls
Working space = 9' 8-1/4" wide x 9' 8-1/4" deep

Important Information:

- All corner booths will have default setup with the side wall down. End cap booths default setup will have walls down on three sides.
- The 1/2 M Panel located at the front of the booth holding the ID sign may not be removed.
- Names reflected on the ID Sign are provided directly from show management. Any change requests must be submitted to your show salesperson. Updates will be communicated to GES.
- If you neglect to submit your accessory selection by July 31, 2017, the fixture choice will remain with the following default set-up:
 - Apparel companies: All 5ft high racks
 - Accessory/shoes/jewelry companies: All shelves
- Any accessory changes on-site will be subject to a minimum of one (1) hour labor charge at the applicable labor rate of \$126 ST/ \$223.75 OT.

Please complete the form below and indicate if you would like to receive all/some/none of your free furnishings.

BOOTH PACKAGE SELECTION

Users will indicate if they are making their first request by selecting “New Order” or select “Revision”.

Because users are logged in to access this page, it will automatically advise the quantity of furniture a booth receives based on their size.

Users are only allowed to apply the max. number that comes with the booth. Additional items must be placed from the Furniture menu.

If users select to opt out of all their furniture items, leave the quantity as “0” for all items or check off “No, will not be utilizing furniture”.

Please provide the information below

- New Order
 Revision (Please check this if you are changing your existing order.)

Contact Name:*

test

Booth Number:*

A

Exhibiting Company Name:*

GES TEST 1

Email:*

crodriguez@ges.com

Booth Width:*

20.00

Ft

Booth Length:*

20.00

Ft

You can order any combination of the below items up to a maximum quantity of 12 at no charge.

Will you be utilizing the provided furnishings?

- YES, we will be utilizing ALL the provided furnishings. Please indicate your selection below.
 NO, we will not be utilizing any of the provided furnishings.
 We will be utilizing SOME of the provided furnishings. Please indicate your selection below.

6

5 ft High Garment Rack QTY

0

6 ft High Garment Rack QTY

2

7 ft High Garment Rack QTY

0

Distinct Shelving Unit QTY

You may also receive 4 tables and 12 chairs:

4

Distinct Table QTY

12

Wendy Chair QTY

BOOTH PACKAGE SELECTION

Exhibitors can indicate on the same form if they wish to opt-out of the booth package carpet and track lights.

Before submitting their form, users are provided suggestions for customizing their booth, such as Light Box graphics, Graphic Banners and Column Wraps.

Once selections are made, users can submit their form and will be provided with a confirmation via email within 24 hrs.

Booth Carpet Opt-out:

Will you be utilizing the ALMA carpet supplied by PROJECT WOMENS?

- YES, we will be utilizing all the provided ALMA carpet.
- NO, we will not be utilizing the provided ALMA carpet.

If you are not utilizing the provided package carpet, please note the following:

- For booths 200 square feet or larger, area rugs may be used but may not present a tripping or safety hazard, must be finished with no raw edges, and may not cover more than 75% of the booth floor.
- Booth under 200 square feet may NOT bring in area rugs.

Track Lighting Opt-out:

The following items are included as part your booth package:

- 4 - Track with 4 Light Fixtures

Will you be utilizing the track lighting supplied?

- YES, we will be utilizing the track lighting for our booth.
- NO, we will not be utilizing the track lighting for our booth.

Additional Lighting options can be found on the [Lighting](#) page. For electrical power, please contact Mandalay Bay Resort and Casino.

Due to safety concerns the maximum number of light fixtures on a track is limited to six. If additional lighting is needed, an additional track is required.

Special Instructions for your order:

Looking for a way to customize your booth and stand out from the crowd?



Make a statement with [Light box graphics](#).



Take your booth from drab to fab, by adding [Graphics and Signage](#).



Turn that slightly column into a promotional tool with [Column Wraps](#)!

IMPORTANT INFORMATION:

- Multiples of such booths, no matter what the final combined square footage, are considered PROJECT WOMENS booth package and are subject to PROJECT WOMENS booth package rules and regulations
- Accessory changes on-site will be subject to a one (1) hour labor charge at applicable labor rate of \$126 ST/\$223.75 OT.

Please Note: Any wall placement changes done on site is subject to applicable showsite ST/OT labor charges.

Please click "Submit" only once, it may take a moment for your submission to complete. You will then be prompted to enter an email address to receive your email confirmation.

Submit

IMPORTANT DATES

Available on the home page, directly below Quick Links.

Also available under “Show Information” tab under the contents page.

Feature available for adding important dates to digital calendar. The link for synchronizing the information is located at the bottom of the “Important Dates and Deadlines” page.

UBM AMERICAS Exhibitor Guide to Sustainability

Submit Credit Card

Download Forms

Looking for that PDF?

Important Dates and Deadlines

Warehouse Closures

Please make your Booth Selection or Opt Out of the booth package.

Quick Links

PROJECT/THE TENTS/THE COLLECTIVE/POOL Ordering Site

STITCH Ordering Site

WWDMAGIC/Sourcing @ MAGIC/Footwear Sourcing @ Magic/WSA at MAGIC/Children's Club MAGIC Ordering Site

FN PLATFORM Ordering Site

Quick Facts

Important Dates and Deadlines

Unselect All

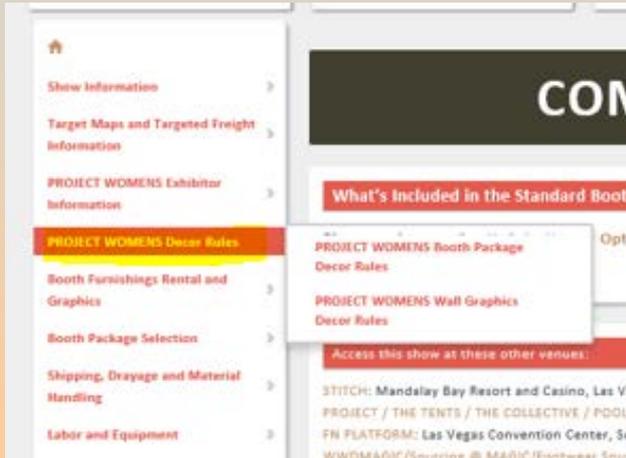
<input checked="" type="checkbox"/>	Monday, 03 Jul 2017	Warehouse will be CLOSED in observance of Independence Day	
<input checked="" type="checkbox"/>	Tuesday, 04 Jul 2017	Warehouse will be CLOSED in observance of Independence Day	
<input checked="" type="checkbox"/>	Wednesday, 05 Jul 2017	Advance shipments may begin arriving at warehouse* 8:00 AM	
<input checked="" type="checkbox"/>	Monday, 31 Jul 2017	Discount Deadline Date for GES orders received with payment 5:00 PM	
<input checked="" type="checkbox"/>	Friday, 04 Aug 2017	Last day for Advance Shipments to arrive at Warehouse without surcharges* 5:00 PM	
<input checked="" type="checkbox"/>	Monday, 31 Jul 2017	Deadline for Submitting Request for Booth Package Accessories 5:00 PM	Beyond This Date, Defaults Accessories Will Be Applied And Any Exchanges Is Subject To Billable Labor.
<input checked="" type="checkbox"/>	Friday, 11 Aug 2017	Direct Delivery to Show Site* 8:00 AM To 5:00 PM	Reference Targeted Floorplan for Dates & Times.

- Wednesday, 16 Aug 2017 Empty containers will be returned starting at 5:00 PM
- Friday, 18 Aug 2017 Carriers MUST be checked in by 3:00 PM
- Friday, 18 Aug 2017 All exhibitor materials must be removed by 5:00 PM

Add Dates to Calendar

Show Décor Rules

Available on the home page, directly below
PROJECT WOMENS Décor Rules.



PROJECT WOMENS

AUGUST 14-16, 2017
MANDALAY BAY CONVENTION CENTER

BOOTH PACKAGE DÉCOR RULES

1. **DESCRIPTION:** A PROJECT WOMENS Booth Package is defined as a soft fabric wall. The PROJECT WOMENS Booth Package is 10' deep x 10' wide x 8' high back and side walls. PROJECT WOMENS Booth Packages have a working space 9' 8 $\frac{1}{4}$ " wide x 8' $\frac{3}{4}$ " deep.

All fixtures, furniture, signage, display and decorative elements must remain within the booth line and may not extend into the aisles.

For furniture and/or accessories approval please submit your images via email to shannonf@projectshow.com or garine.kejejian@ubm.com

2. **NO CUSTOM BOOTHS:** PROJECT WOMENS Booth Package exhibitors may not build out or bring a custom booth. See below for custom fixture/furniture regulations.
3. **FIXTURE ORDER DEADLINE:** PROJECT WOMENS Booth Package exhibitors will receive a link via email from GES to order furniture and accessories online. The deadline to place your order is **July 31, 2017.**

Fixtures are either rolling racks or shelves.

If you neglect to submit your order by **July 31, 2017**, the fixture choice will revert to default set-up and any changes must be made on site at exhibitor's expense.

Default Set-up:

- Apparel companies: all racks
- Accessory/shoes/jewelry companies: all shelves



EXCLUSIVE VENDORS

Available from the menu on the home page under “Exclusive Vendors” tab

Each link provides direct contact information for the vendor and a rate guide (when available)

Labor and Equipment

- Exclusive Vendors**
- Exhibitor Appointed Contractors (EACs) and Third Parties
- Regulations and Guidelines

Need Help?

Call (800) 801-7648
International:
(702) 515-5970
Monday - Friday 5:00 AM - 5:00 PM PST

Online Chat
6am - 5pm (PST)

STITCH: Mandalay Bay Resort and Casino - Las Vegas, NV: 8/14/2017 - 8/16/2017

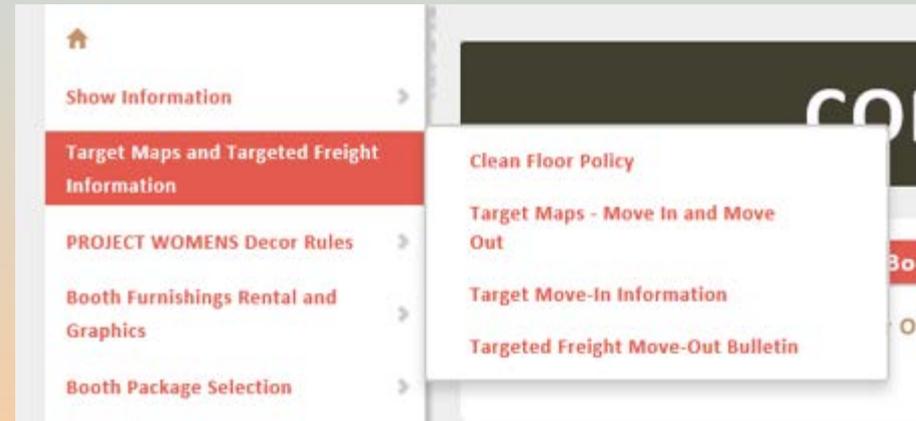
- Booth Seal
- Mandalay Bay Exhibitor Services
 - Electrical
 - Food and Beverage
 - Internet and Telecommunications
 - Rigging and Truss
- Mandalay Bay Exhibitor Services Brochure
- Mandalay Bay Parking Guide
- Hotel Services
- Mannequins
- Lead Retrieval
- Audio Visual
- Modeling Services
- Plant and Floral
- Photography
- International Freight Forwarder - Kuehne+Nagele
- International Freight Forwarder - Embassy Cargo
- Booth Security

Tuesday, 04 Jul 2017

TARGET MOVE-IN / MOVE-OUT

All inbound & outbound exhibit material and equipment is specifically targeted by booth number. Target assignments are intended for general planning purposes.

Target information, including maps, is available under the “Target Maps and Targeted Freight Information” tab.



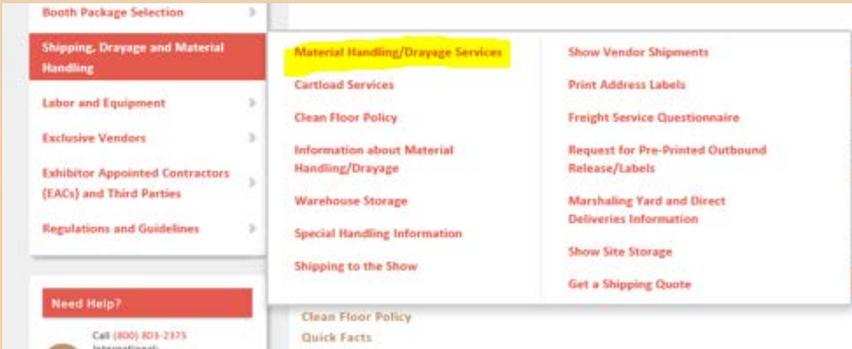
MATERIAL HANDLING

Users can locate highly important information regarding material handling, such as clean floor policy, drayage rates, special handling, show vendor shipments and more under the “Shipping, Drayage and Material Handling” tab.



MATERIAL HANDLING

Rate information for material handling and other services, such as cartload service, is available under the “Material Handling/Drayage Services” tab.



Material Handling/Drayage Services



What is Material Handling?

The unloading of your shipment, transporting it to your booth, storing and returning your empty crates and cartons and reloading your shipment at the close of the show (also called Drayage). This service is not included in the cost of your booth space. Avoid unexpected costs at show site and pre-order this service below. Shipping/Logistics costs are separate and are not included in Material Handling rates.

Need more info?

Read over the detailed [Material Handling Information](#) page.

Freight Material Handling



Click for Rates

Exhibit Material Handling
Starting at \$76.49
ST/ST per CWT



Click for Rates

Small Package
\$28.25

Cartload



Cartload Service
\$78.50

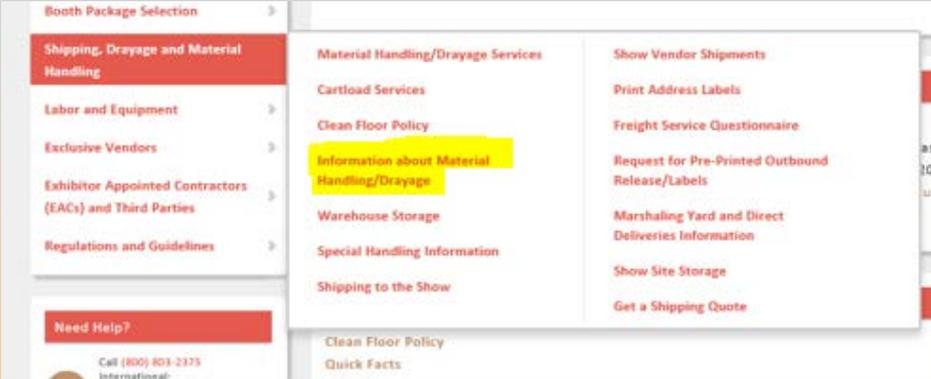
Vehicle Placement/Spotting



Vehicle Placement
\$273.25

MATERIAL HANDLING

Additional helpful information is available under the “Information about Material Handling/Drayage” page.

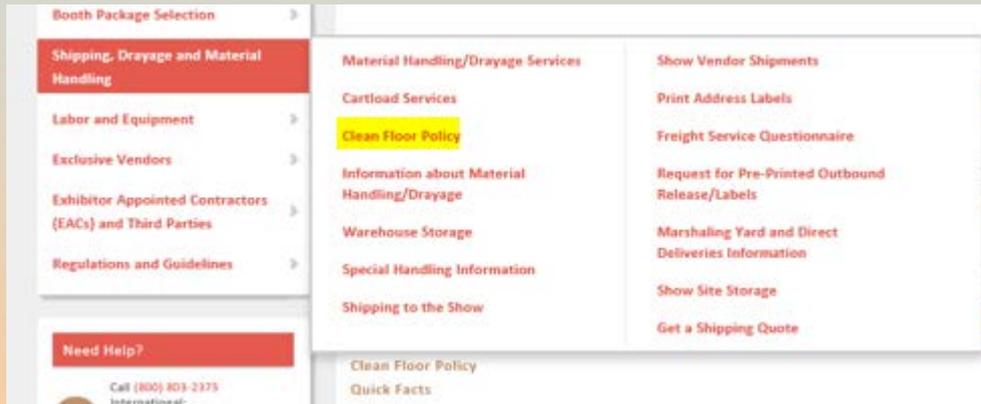


Users can easily click the drop down options under the menu to learn more information

A screenshot of the 'Information about Material Handling/Drayage' page. The page has a red header with the title and a printer icon. Below the header is a dropdown menu with the text 'What is Material Handling?' and a downward arrow. The main content area contains a paragraph explaining that material handling involves unloading, transporting, storing, and reloading shipments, and that this service is not included in the booth space cost. Below the paragraph is a list of 13 expandable menu items, each with a right-pointing arrow: 'Benefits of Advance Shipping to the GES Warehouse', 'How to Ship in Advance to the GES Warehouse', 'Freight Carriers', 'Tracking Shipments', 'Estimating Material Handling Charges', 'Late Surcharges - May be charged an additional overtime surcharge', 'Machinery Labor and Equipment', 'Storing Empty Containers', 'Outgoing Shipments', 'Measure of Damage', 'Insurance', and 'Work Zone'. At the bottom of the page, there is a call to action: 'Get an instant quote today: Request a Shipping Quote with GES Logistics'.

CLEAN FLOOR POLICY

Additional helpful information is available under the “Information about Material Handling/Drayage” page.



Clean Floor Policy

Clean Floor Policy

Attention MAGIC Exhibitors!

Due to the volume of crates, limited space for set up, and to facilitate the installation and spotting of aisle carpet, a CLEAN FLOOR POLICY will be enforced for the August 2017 show.

Saturday, August 12th at 10:00 PM

All Thursday, Friday and Saturday inbound targeted booths need to empty all wood crates and label them with the color-coded Empty Storage Label sticker for removal no later than 10:00 pm on Saturday, August 12th. All wood crates will be removed for these target days regardless of status.

Sunday, August 13th at 1:00PM

All cardboard cartons and fiber cases must be labeled with a color-coded Empty Storage Label sticker and ready for removal from the hall by Sunday, August 13th at 1:00 pm.

Please be advised that if your crates are removed on clean floor night and then requested to be brought back from empty storage to your booth, there will be a labor charge, per hour, for a forklift and driver to bring your crate to your booth and wait while it is unloaded. Crates will not be left in the booth space.



Empty Label Stickers

The exhibitor or EAC must apply empty Storage Label stickers to every empty cardboard, crate, pallet, etc.

Stickers are available at the GES Servicenter and at each of the freight doors. Each color-coded sticker is assigned a specific area. Please refer to the floor plan available at the empty storage label kiosks to determine which color is assigned for your booth number (s). If the wrong color-coded sticker is applied, delays in delivery return will occur.

Please refer to the targeted floor plans for empty return delivery times. Hours will vary and can take multiple hours. Please plan your travel after the show accordingly.

Thank you for your help in making MAGIC a successful event!

SPECIAL HANDLING

Save money by avoiding special handling surcharges.



Special Handling Information

What is "Special" Handling?

Special Handling applies to shipments that are loaded in such a manner as to require additional labor and handling to unload or load out. An additional fee beyond the standard crated rate will apply.

Special Handling Includes:

Ground Loading

- Vehicles that are not dock height, preventing the use of loading docks.
- When docks are not readily available.
- When convention facility has no dock space.

Side Door Loading

- Shipments tendered for delivery in such a manner as to prevent access from the rear of the trailer.

Constricted Space Loading

- Freight loaded "high and tight" or down one side as to make shipments not readily available.

Designated Piece Loading

- When a trailer must be loaded in a particular sequence to ensure fit.

Stacked, Cubed-out, or Loose Shipments

- Shipments loaded in such a manner requiring items to be removed to ground level for delivery to booth.
- Items that would need to be unstacked/stacked, unstrapped/strapped, or loadbars to be removed/installed during the unload or load out process.

Multiple Shipments

- Shipments that are loaded mixed on the truck, failing to maintain shipment integrity and/or have multiple delivery areas.

Mixed Shipments

- Pieces for separate shipments that are loaded mixed throughout the delivery vehicle, or shipments of crated and uncrated goods where the percentage of uncrated is minimal and does not warrant full uncrated rate for shipment.

Improper Delivery Receipts

- Shipments that arrive without individual Bill of Lading. Possible examples might include: UPS, FedEx, company trucks, privately-owned vehicles.

Uncrated Shipments

- Material that is shipped loose or pad-wrapped, and/or unskidded machinery without proper lifting bars or hooks.

Special Handling Examples:



Side Door Loading

Constricted Space Loading



Stacked Shipments

Uncrated Shipment

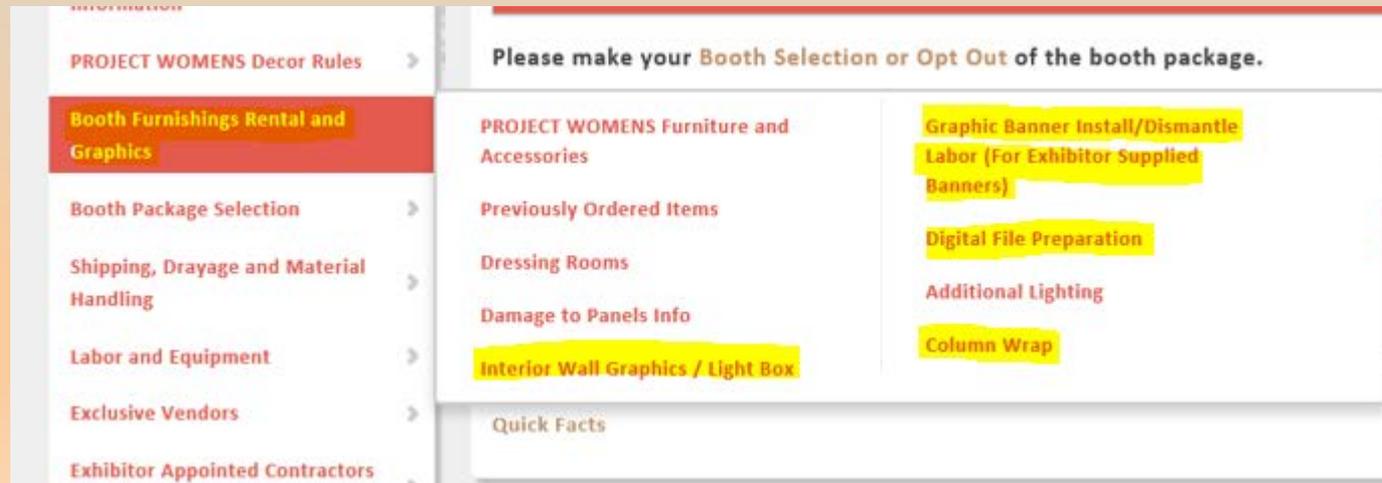


Multiple Shipments

GRAPHICS

From the home page, graphic options are available under “Booth Furnishings Rental and Graphics” menu tab.

- Interior Wall Graphics/Light Box
- Graphic Banner Install/Dismantle Labor (For Exhibitor Supplied Banners)
- Digital File Preparation
- Column Wrap



GRAPHICS

Users are provided with vital information, such as:

- What is required to obtain the discount rate
- How artwork should be provided
- A link to the show graphic décor rules page
- Instructions for digital file preparation
- Note advising any files received without an order is considered incomplete
- Ability to upload graphic files along with an example of how to label graphic files

Interior Wall Graphics / Light Box

- Price includes graphics and labor to install and remove.
- Order must contain ALL of the following items to be considered complete:
 - Graphic Order with Payment in Full
 - Artwork File(s)
 - Layout or Diagram for Placement
- To receive the Discount Price, all of the above requirements must be submitted by: Monday, July 31, 2017. Any graphic file content changes after July 31, 2017 will automatically receive the regular price.
- Regular Price applies starting: Tuesday, August 1, 2017
- If using a solid color wall must provide PMS color.
- Artwork must be accompanied by a pdf depicting the complete print image to ensure GES has all graphic elements.
- Artwork must be created at actual size 100%
- Artwork must have all included fonts outlined or rasterized
- Artwork provided that is not saved as 1:1 and in High Resolution will be produced "as is".
- Click [here](#) for Graphics Rules

Digital File Submission: You can upload your file(s) after sending in your order using the information below. Refer to the [Digital File Preparation](#) information for graphic instructions.

Please place your order for graphics or signage before uploading your file(s).

*****IMPORTANT*** Any graphic file(s) submitted without an order will be considered incomplete.**

File Upload

Booth Number

Description

Upload File

Browse...

Please make sure your file(s) are labeled with the exhibiting company's name and the show name (e.g. EGGWHITES_COOKING SHOW.zip)

GRAPHICS

At the bottom of the “Interior Wall Graphics / Light Box” page, users will find their options for ordering GES Graphics

Options Include:

- Upgraded Graphic Fabric Inserts
- Interior Wall Hanging Fabric Banners
- Branding Wall- Light Box

NEW Upgraded Graphic Fabric Inserts



Graphic, 1M, Fabric
Wall Panel
\$795.00



Graphic, 2M, Fabric
Wall Panel
\$1,200.00



Graphic, 3M, Fabric
Wall Panel
\$1,990.00

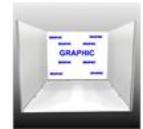
Interior Wall Hanging Fabric Banners



Graphic, Banner, 1M,
Fabric
\$680.75



Graphic, Banner, 2M,
Fabric
\$1,021.00



Graphic, Banner, 3M,
Fabric
\$1,701.50

Branding Wall - Light Box



Large Exhibit Light
Box
\$1,606.25

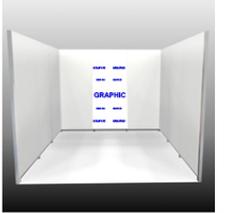
GRAPHICS

When selecting a graphic option, users are provided with important information, such as:

- Measurements for the panel
- Requirements for placement instructions
- A note advising any changes in placement of graphics after installations is subject to billable labor

Once the quantity and graphic files are provided, users can add it to their shopping cart by selecting “Add to Booth”

Add to Order



Graphic, Banner, 1M, Fabric

1M Graphic Banner, Fabric

Name art file with your company name and booth number.

- Rate includes labor to install and remove graphics in the booth space.
- Required- Submit your layout diagram form or instructions for placement to the following email address- MAGICLayoutForms@ges.com
- [Download Booth Layout PDF](#)
- Requests to change the placement of a graphic panel(s) after the installation is subject to billable labor.

Dimensions: 38-1/4" x 96" **Code:** 600680

Price:
\$680.75 Each [\(Save 23%\)](#)

Quantity: Quantity

Upload Your File:

Special Instructions:

Total  or [return to shopping](#)

GRAPHICS

GES offers exhibitors a solution for ensuring exhibitor provided graphics are properly installed in the booth with Graphic Banner Install/Dismantle Labor

Available under the “Booth Furnishings Rental and Graphics” menu bar.

The screenshot shows a website interface. On the left is a vertical navigation menu with a home icon at the top. The menu items are: 'Show Information', 'Target Maps and Targeted Freight Information', 'PROJECT WOMENS Exhibitor Information', 'PROJECT WOMENS Decor Rules', 'Booth Furnishings Rental and Graphics' (highlighted in red), 'Booth Package Selection', 'Shipping, Drayage and Material Handling', and 'Labor and Equipment'. The main content area features a large black banner with the text 'COMING SOON' in white. Below this is a red header for 'What's Included in the Standard Booth'. A message reads: 'Please make your Booth Selection or Opt Out of the booth package.' Below this message is a list of items included in the standard booth package, organized into two columns. The first column lists: 'PROJECT WOMENS Furniture and Accessories', 'Previously Ordered Items', 'Dressing Rooms', 'Damage to Panels Info', and 'Interior Wall Graphics / Light Box'. The second column lists: 'Graphic Banner Install/Dismantle Labor (For Exhibitor Supplied Banners)' (highlighted in yellow), 'Digital File Preparation', 'Additional Lighting', and 'Column Wrap'.

GRAPHICS

Graphic installation is available in the following increments

- 1M
- 2M
- 3M

Users are provided with vital information, such as:

- What is required to obtain the discount rate
- How graphic panel(s) should be provided
- Labels and shipping information for sending the graphic panel(s) to the advance warehouse

Graphic Banner Install/Dismantle Labor (For Exhibitor Supplied Banners)

If supplying your own graphic panels, please order GraphicBanner Install/Dismantle Labor below to schedule labor to install your graphic panel(s). Rate noted below includes the labor to install and remove the graphic panels.



Graphic, 1M
Installation
\$144.75



Graphic, 2M
Installation
\$180.00



Graphic, 3M
Installation
\$225.00

To receive the discount rate, you must complete and submit the following by Monday, July 31, 2017.

- Graphic Installation Order
- Must ship Exhibitor Supplied Graphic(s) to the [Advance Warehouse](#). Shipments should arrive on or between business days: Wednesday, July 05, 2017 - Friday, August 04, 2017
- Must supply directions for graphic panel placement. Submit your layout form or placement instructions to the following email MAGICLayoutForms@ges.com
- Payment and Credit Card Authorization

***If order is missing any of the above, it will automatically revert to the regular rate.**

Quantity Discount Rate

Have 2 or more graphic panels to install? GES has a special offer for you. When ordering 2 or more graphic labor install orders, receive a 10% discount towards your order (the 1st one will be at listed price - 2 and over at the 10% quantity discounted rate).

- No quantity discount for show site orders.
- Quantity discount will be taken on final invoice.
- Must adhere to order submission rules noted above.

Click [here](#) for Exhibitor Supplied Graphics Label

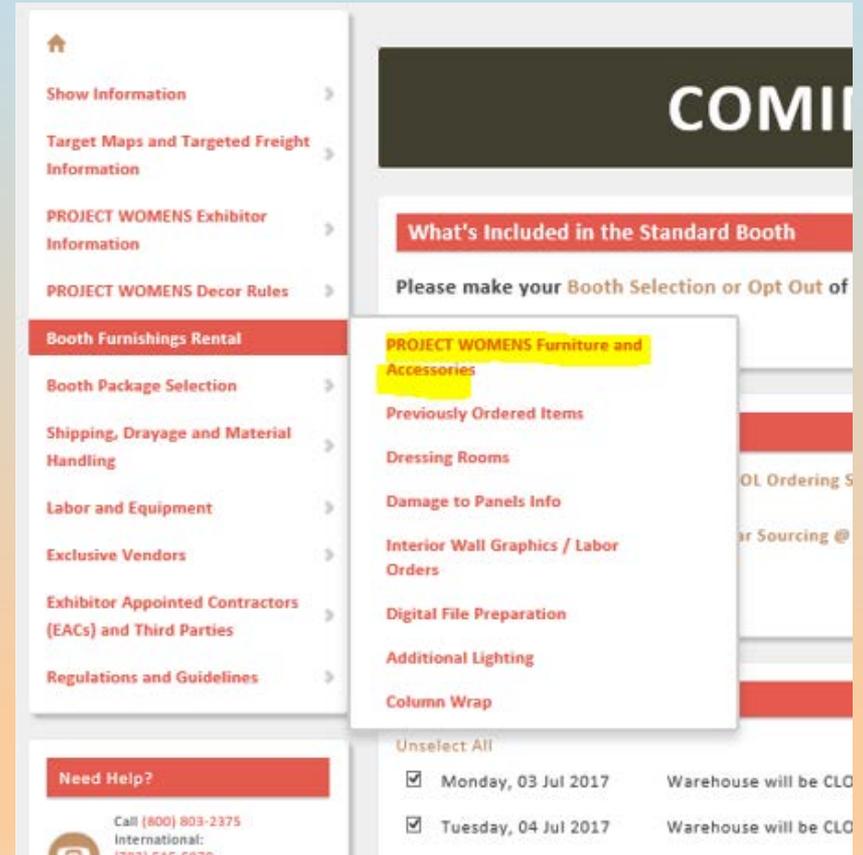
Shipping Instructions

Exhibitor supplied graphics should be received in advance at the Warehouse between Wednesday, July 05, 2017 - Friday, August 04, 2017. Please ship all exhibitor supplied graphics in a separate container with the special sign label provided on the [Labels](#) page. Mark bill of lading "Exhibitor Supplied Graphics". Prepay all shipments. Collect shipments will not be accepted.

SUPPLEMENTAL FURNITURE

Supplemental furniture options are available under “Booth Furnishings Rental” menu tab. Select “Furniture and Accessories”.

Additional items are available under this menu, such as Dressing Rooms, Graphics, and additional Lighting.



SUPPLEMENTAL LIGHTS

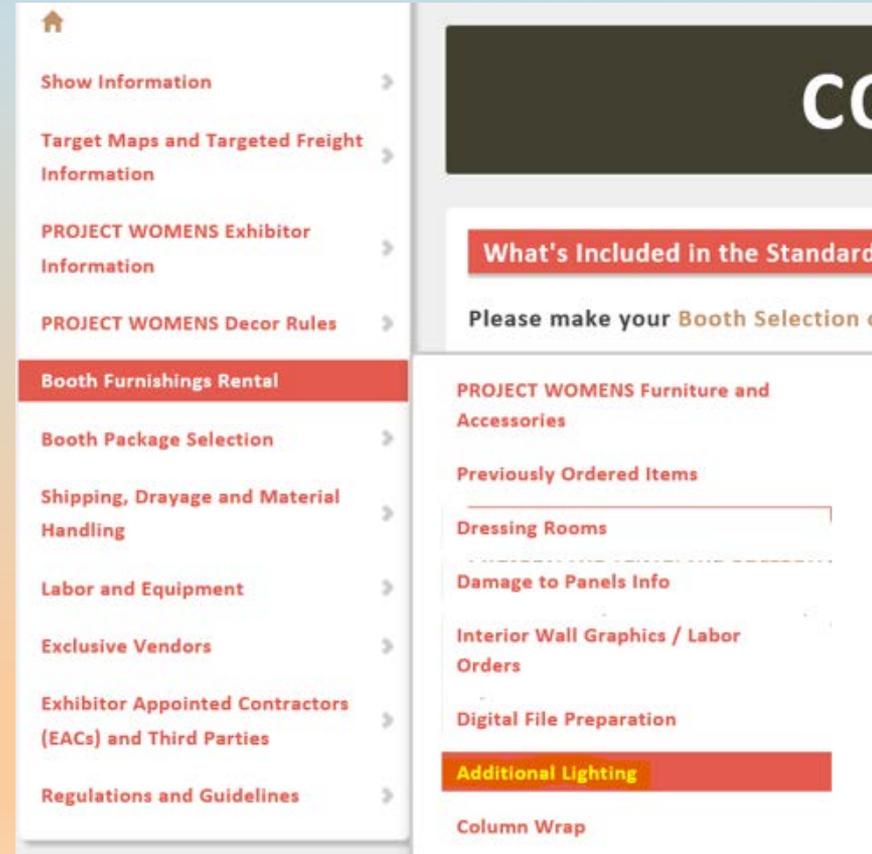
Supplemental light options are available under “Booth Furnishings Rental” menu tab. Select “Additional Lighting”.

For light orders, users will be advised to supply a required placement plan or instructions for placement of the track for the booth.

Lighting

Electrical is not included in the Specialty Furniture pricing, please order separately.

			
Track with 4 Light Fixtures, White \$380.50	Track with 5 Light Fixtures, White \$380.50	Track with 6 Light Fixtures, White \$380.50	Additional Track Light Fixture, White \$58.00



The screenshot shows a website navigation menu. The 'Booth Furnishings Rental' option is highlighted in red. Below it, the 'Additional Lighting' option is also highlighted in red. Other menu items include 'Show Information', 'Target Maps and Targeted Freight Information', 'PROJECT WOMENS Exhibitor Information', 'PROJECT WOMENS Decor Rules', 'Booth Package Selection', 'Shipping, Drayage and Material Handling', 'Labor and Equipment', 'Exclusive Vendors', 'Exhibitor Appointed Contractors (EACs) and Third Parties', and 'Regulations and Guidelines'. On the right side of the page, there is a section titled 'What's Included in the Standard' with a sub-section 'Please make your Booth Selection o'. Below that, there are sections for 'PROJECT WOMENS Furniture and Accessories', 'Previously Ordered Items', 'Dressing Rooms', 'Damage to Panels Info', 'Interior Wall Graphics / Labor Orders', 'Digital File Preparation', and 'Column Wrap'.

SUPPLEMENTAL FURNITURE

For PROJECT WOMENS, all of the furniture options for the show are displayed.

To place the order or to see additional details regarding the item, such as measurements, users would need to click on the item of interest.

Furniture and Accessories

Prices include delivery, installation, rental, and removal. Electrical outlets are not included in pricing order after the discount deadline date we may need to substitute the item, based on availability.



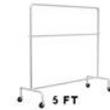
Rolling Garment Rack,
Distinct, 5 ft High
\$180.25



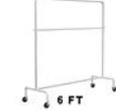
Rolling Garment Rack,
Distinct, 6 ft High
\$190.50



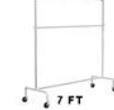
Rolling Garment Rack,
Distinct, 7 ft High
\$200.75



5' Double Bar Display
Rack, Silver
\$225.00



6' Double Bar Display
Rack, Silver
\$225.00



7' Double Bar Display
Rack, Silver
\$225.00



Shelving Unit, Distinct
\$393.50



Chair, Wendy
\$162.25



Table, Distinct
\$211.25

Cancellation Policy: Items cancelled will be charged 100% of original price after move-in begins.

SUPPLEMENTAL FURNITURE

When selecting an item, a full array of details are available regarding the item, such as this example for a Distinct Shelving Unit.

Users can submit their quantity for the item and provide special instructions, such as placement.

Select “Add to Booth” to add it to your shopping cart. A message will pop up to confirm item was added to the cart.

Add to Order for Booth: A



Shelving Unit, Distinct

- Max of 4 shelves
- Height between each shelf is 11"
- Height between the floor to the first shelf is 21"
- Height from the last shelf to the rim of the unit is 14"
- Max support weight per shelf is 25 lbs.
- Shelves are not adjustable, but can be removed by the exhibitor (labor not required)

Dimensions: 72" H x 54" W x 14" D

Code: 302148

Price: \$393.50 Each (Save 33%)

Quantity: Quantity

Special Instructions:

Total [Ⓞ]: or [return to shopping](#)

Time to add, switch, or checkout your booth? Use the convenient booth selector.

Item Added to Shopping Cart

\$393.50 has been added to your order. Your total is now \$393.50

CHECK OUT PROCESS- STEP 1

When checking out, users will go through a 5 step check out process.

Step 1

- Review and confirm items within the shopping cart.
- If orders appear correct, proceed to Step 2 by selecting “Next: Company Information”

< Back to Shopping

Checkout Steps:

- 1 Shopping Cart
- 2 Company Information
- 3 Notice of Intent to Hire an EAC
- 4 Payment
- 5 Order Summary

Need Help?

Call (800) 803-2375
International:
(702) 515-5970
Monday - Friday 6:00 AM - 5:00 PM PST

Online Chat
6am - 5pm (PST)

Leave Us Feedback

COMING SOON

Step 1 : Shopping Cart

Booth A
Estimated Order Total: **\$393.50**

Next: Company Information

Items in your cart:

Standard Furniture

Shelving Unit, Distinct
Code: 302148

Quantity: 1
Base Price: \$393.50
Taxes: \$0.00
PSP: \$0.00

Total: \$393.50

Show Order Total: \$393.50

Next: Company Information

CHECK OUT PROCESS- STEP 2

Step 2

Confirm Company Information

- Company Name, Address and Showsite Contact
- If information is correct, proceed by selecting “Notice of Intent to Hire an EAC”

The screenshot shows the checkout process at Step 2: Company Information. On the left, a sidebar lists checkout steps: 1 Shopping Cart (checked), 2 Company Information (active), 3 Notice of Intent to Hire an EAC, 4 Payment, and 5 Order Summary. Below this is a 'Need Help?' section with contact information and an 'Online Chat' button. The main content area has a 'COMING SOON' banner. Below it, a red bar indicates 'Step 2 : Company Information'. Navigation buttons for 'Previous: Shopping Cart' and 'Next: Notice of Intent to Hire an EAC' are present. The 'Booth A' section shows an 'Estimated Order Total: \$393.50'. A question asks 'Which Company will be Exhibiting at this event?' with a text input field containing 'GES TEST 1'. Another question asks 'Please enter the address for the exhibiting company' with a text input field containing '501 GATE TREE LN, AUSTIN, TX 78745, United States of America'. Edit and Delete buttons are provided for both input fields.

The screenshot shows a screen titled 'Who should we contact at this company with any concerns?'. It features a radio button selection for a contact named 'JEFFREY WHALEN' with phone number '8606130' and email 'jwhalen@edgeamericas.com'. Edit and Delete buttons are next to the contact information. Below this is a radio button option for 'Create and save a new contact:'. A section titled 'Please Choose the option which best applies to you :' includes two radio button options: 'I am the exhibitor or EAC. Payment for services will be from the exhibiting company.' and 'I am a 3rd party that was hired by the exhibitor. Payment for services will be from my company.'. A 'Show Site Contact' section has a radio button selection for 'Gina Galvan' with phone number '702-515-5500' and email 'ggalvan@ges.com'. Edit and Delete buttons are next to the contact information. Below this is another radio button option for 'Create and save a new contact:'. Navigation buttons for 'Previous: Shopping Cart' and 'Next: Notice of Intent to Hire an EAC' are at the bottom.

CHECK OUT PROCESS- STEP 3

Step 3

Confirm if you plan to use an EAC (Exhibitor Appointed Contractor)

- After selection is made, proceed by selecting “Payment”

The screenshot shows a checkout interface with a sidebar on the left and a main content area on the right. The sidebar contains a 'Checkout Steps' list with five items: '1 Shopping Cart' (checked), '2 Company Information' (checked), '3 Notice of Intent to Hire an EAC' (highlighted in red), '4 Payment', and '5 Order Summary'. Below the steps is a 'Need Help?' section with a phone icon and contact information: 'Call (800) 803-2375 International: (702) 515-5970 Monday - Friday 6:00 AM - 5:00 PM PST'. The main content area has a dark header with 'COMING SOON' in white. Below this is a red bar with 'Step 3 : Notice of Intent to Hire an EAC'. The main content area contains two blue buttons: 'Previous: Company Information' and 'Next: Payment'. The text 'Booth A' and 'Estimated Order Total: \$393.50' is displayed. Below this is a question: 'Do you intend to hire any outside companies to provide services for your booth?' with two radio button options: 'No, I do not intend to hire additional service providers' and 'Yes, contractors other than the exhibiting company will be providing services for this booth (You will be prompted to add their information below)'. At the bottom of the main content area are two more blue buttons: 'Previous: Company Information' and 'Next: Payment'.

< Back to Shopping

Checkout Steps:

- 1 Shopping Cart ✓
- 2 Company Information ✓
- 3 Notice of Intent to Hire an EAC
- 4 Payment
- 5 Order Summary

Need Help?

Call (800) 803-2375
International:
(702) 515-5970
Monday - Friday 6:00 AM - 5:00 PM
PST

COMING SOON

Step 3 : Notice of Intent to Hire an EAC

Previous: Company Information Booth A Next: Payment

Estimated Order Total: **\$393.50**

Do you intend to hire any outside companies to provide services for your booth?

No, I do not intend to hire additional service providers

Yes, contractors other than the exhibiting company will be providing services for this booth (You will be prompted to add their information below)

Previous: Company Information Next: Payment

CHECK OUT PROCESS- STEP 4&5

Step 4

Provide Payment Information

- Provide standard billing information
- Confirm method for payment

Proceed with selecting “Order Summary”

Step 5

Order Summary with confirmation number is provided.

Step 4 : Payment

Previous: Notice of Intent to Hire an EAC Booth A Estimated Order Total: \$393.50 Next: Order Summary

To place an order for this show, we require the following credit card(s) on file:

[What if I want to pay by a different method?](#)

Please enter a Credit Card on file:

Use a new card:

Cardholder Name

Card Number

Credit Card Type

Expiration

Keep this credit card on file for easy checkout on future orders.

Please enter the billing information for this card:

Address

City

Country State/Province

Postal Code

Please select the method you would like to use for final payment:

I intend to use the credit card provided for GES TEST 1
Your Credit Card Statement for GES Purchases Now Includes Itemized Charges

I'll be sending a bank wire to GES. I understand that if GES does not receive my payment that I will not receive the services I'm ordering.
Wire Instructions

I will be sending a company check to GES. I understand that regular rates will apply if payment is not received by the discount date. I also agree that if GES does not receive my payment by the installation date of the show, I may not receive the services I ordered.
Check Instruction

Previous: Notice of Intent to Hire an EAC Next: Order Summary

CONTACT GES

GES representatives are available to assist through the following methods:

- **Phone**

- Dedicated MAGIC Phone Line
(800) 801-7648
- General National Service Center
(800) 475-2098 or (702) 515-5970

- **Email**

- MAGICConcierge@ges.com
- NationalServicenter@ges.com

- **Chat**

COMING SOON

Contact Us

Global Experience Specialists National Servicenter is this show's [Official Service Provider](#).

Call Us
Our National Service Center is available to call at (800) 475-2098 or (702) 515-5970 Monday - Friday 6:00 AM - 5:00 PM PST

Chat Online
You can also chat with us online during the NSC business hours listed above.

Fax
(866) 329-1437 or (702) 263-1520

Our Headquarters' Address
Global Experience Specialists National Servicenter
7000 Lindell Road
Las Vegas, NV 89118-4702

Send Us a Message
What can we help you with? Tell us what's on your mind by typing your message in the box below. Please include your contact information.

Submit Message

QUESTIONS