



FREQUENTLY ASKED QUESTIONS

<p>What time can I get into the Hall?</p>	<p>Please refer to the Exhibit Hall hours for standard schedule. We will have a separate Registration Desk for Exhibitors to quickly collect their credentials necessary for entry into the Hall for set-up hours as well as a convenient side entry point exclusive to Exhibitor staff.</p> <p>Exhibitors will be able to enter Hall via that entry at 7AM on Wednesday and Thursday to ensure you have had an opportunity to settle in and are ready to greet attendees.</p> <p>When Hall closes, we ask all to please exit so that staff can safely clean and secure the Hall for the following opening.</p>
<p>What common items do I need to order for my booth?</p>	<p>While you have a skirted table, wastebasket, 2 chairs and FIT walls included in your booth, the most commonly ordered items you may want to consider to enhance your booth presence or experience:</p> <ul style="list-style-type: none"> - Power and power strips - Monitors for demonstrations - Carpeting - Upgraded furnishings - Daily Housekeeping (vacuum, waste removal) - Graphic signage within your booth space - Lead Retrieval scanners - Catered items, such as flavored water towers, confections, etc
<p>Is security provided?</p>	<p>The Aria Las Vegas Security Department maintains 24-hour security and surveillance over the interior/exterior of the building, and all life safety and equipment systems. The Aria Las Vegas Security Department requires that incident reports be completed in all cases of personal injury, theft, vandalism, etc. Instances like this should be reported immediately so the proper investigations and follow-up can be initiated.</p> <p>MRC Security is provided on set-up days, during the Exhibit Hall Receptions on Tuesday and Wednesday evenings, and overnight. The MRC assumes no responsibility for Exhibitor equipment or property at any time. Do not leave valuables or personal items in any unsecured areas of the booth. Please think about the following suggestions while planning your booth:</p> <ul style="list-style-type: none"> • Give special consideration to prototypes, irreplaceable or highly valuable items. Hand carry them to the show if need be. • Do not leave valuables or personal items on tabletops or in any unsecured areas of the booth. Remove such items at the end of each show day and immediately upon show closing. • Do not mark boxes with contents – use special coding. • Include security in your staffing plan. Be sure there is a staff member in your booth at all times. • If need be, hire a security guard or rent a locking security cage. If you wish to hire security, please use the form supplied in the Exhibitor Services Manual. Only approved



	<p>security companies are allowed on the MRC Exhibit Hall floor.</p> <ul style="list-style-type: none"> • Obtain a rider on your existing insurance policy. <p>If you experience a loss, please report it to the Exhibit Hall Manager and on-site security immediately.</p>
Is insurance provided?	Each Exhibitor is liable for the following: the space the company occupies visitors, theft and fire. Any kind of loss must be covered by the Exhibitor's own insurance. This includes any equipment owned by an Exhibitor, and any equipment leased or rented by an Exhibitor. Exhibiting companies are not required to submit proof of insurance to show management, but must be able to produce it if so asked. The MRC assumes no responsibility for Exhibitor collateral, or equipment – owned, leased or rented – during the e-Commerce Payments and Risk Conference.
Can I distribute food and beverages from my booth?	Exhibitors may not dispense food and/or beverages of any kind, including packaged candy or bottled water, without written permission from the Aria Las Vegas Resort. For any questions or if you would like to explore catering services from Aria's Catering Department at your booth, please contact Sydney Healey (sydney@sound-planning.com).
Can I deliver my own freight?	Freight must be consigned through the designated GES contact. The Aria Las Vegas cannot accept freight shipments or packages for Exhibitors or contractors. Exhibitor owned or Exhibitor leased vehicles are NOT allowed to drive on to the Exhibit Hall floor or to the dock to unload or load freight. All deliveries must be arranged through GES. Exhibitors may carry a box to their booth; however, Exhibitors are not allowed to pull, wheel, etc. any deliveries into the MRC Exhibit hall. There can be no exceptions to this policy.
Can I sell items from my booth?	No selling (exchange of goods or money) can take place on the trade show floor. The Exhibitors may take orders, but may not accept any form of payment or deliver product to their customers.
Can I take pictures or bring in a photographer?	Exhibitors may take photographs and video of their booth only. Photography and videography is not allowed on the show floor unless prior approval is given by Show Management. For requests, please contact Sydney Healey (sydney@sound-planning.com)
Is parking provided?	Parking is not part of the Exhibitor package. All parking costs are the responsibility of the Exhibitor. Parking in prohibited areas will result in the vehicle being towed at the owner/renter's expense.
Are there restrictions on how I can decorate my booth?	Yes – in addition to the height restriction and staying within your booth parameters, additional considerations/restrictions need to be adhered to. Balloons, helium-filled balloons, glitter, confetti, etc are not allowed in the Aria Las Vegas. Air-filled balloons or any other decorating ideas not covered must be approved by the Aria Las Vegas. Please review Aria Policy and Procedures document. Questions can be directed to Sydney Healey (sydney@sound-planning.com).