

Key Contacts and Official Suppliers

68th Annual Employee Benefits Conference

International Foundation

18700 W. Bluemound Road
Brookfield, WI 53045
Phone: (262) 786-6710

Exhibition Sales and Management

Sandra Lange, Director of Exhibits
(262) 373-7657 or sandral@ifebp.org

Exhibitor Personnel Registration, Hotel Reservations and Customer Service

Vickie Passow, Exhibits Assistant
(262) 373-7661 or vpassow@ifebp.org

Advertising and Sponsorship Opportunities

Diane Mahler, Sponsorship and Advertising Manager
(262) 373-7656 or dianem@ifebp.org

Mandalay Bay Convention Center

South Convention Center
3950 Las Vegas Boulevard S
Las Vegas, NV 89119

**Do not ship items directly to the hotel. They will get lost.
Follow the shipping instructions in this manual!**

Official Suppliers

The International Foundation has contracted with this select group of companies to perform the various tasks needed to set up, operate and dismantle the exhibits. Order forms and a description of their services and rates can be found in the appropriate manual sections. Personnel will be available throughout the show to consult with exhibitors regarding any questions or issues. If there are any questions related to these services, please proceed to the **Service Desks located in the exhibit hall.**

Official Service Contractor-Shipping, Booth Furnishings

GES-Global Experience Specialists, Inc.
Phone: (800) 475.2098
Email: www.ges.com/chat

GES is the only shipping and material handling vendor that can accept materials on the show floor. Send your shipments in advance to the GES Warehouse for storage and handling. ANY shipments sent to Show Site must be in c/o GES using the labels in this kit. DO NOT Ship directly to convention center using a guest name or booth name or another shipping vendor. You will incur additional fees and your shipments may not arrive in your booth if you use other shipping methods.

Exhibitor Services

Audiovisual, cable, electrical, floral, Internet, telephone, in-booth catering, in-booth cleaning Mandalay Bay
3950 Las Vegas Boulevard S
Las Vegas, NV 89119
Contact: Exhibitor Services
Phone: (855) 408-1399
Fax: (702) 632-7777
Email: exhibitorservices@mandalaybay.com

Lead Retrieval

Expo Pass
Email: support@expopass.com

Transportation

SEAT Planners
311 Fourth Avenue, Suite 509
San Diego, CA 92101
Contact: Clinton Glasgow
Phone: (619) 237-9434
Email: clintonglasgow@seatplanners.com