



# MAGIC

**FEBRUARY 5-7, 2020**  
 SOURCING AT MAGIC OPENS FEB 4  
 TUESDAY | WEDNESDAY | THURSDAY | FRIDAY  
 MANDALAY BAY CONVENTION CENTER



## CHECKLIST

Please return the forms listed by the date shown to receive the lowest rates. Addresses and phone numbers are listed on the last page of this mini kit.

DEADLINE	SERVICE	RETURN TO	COMPLETE
ASAP	Apply & submit contract For PROJECT/THE TENTS/MAGIC MENS For PROJECT WOMENS/ STITCH For WWD/ POOLTRADESHOW For FN PLATFORM/ ON POINT For Footwear SOURCING	To your sales representative	<input type="checkbox"/>
ASAP	50% deposit due	Pay online at <a href="http://epay.advanstar.com">epay.advanstar.com</a>	<input type="checkbox"/>
ASAP	Hotel & Travel Reservations	<a href="http://book.passkey.com/go/MAGICWinter2020">book.passkey.com/go/MAGICWinter2020</a>	<input type="checkbox"/>
December 6	Final payment due	Pay online at <a href="http://epay.advanstar.com">epay.advanstar.com</a>	<input type="checkbox"/>
December 2	First day shipments will be received at Advanced Warehouse	<a href="#">GES</a>	<input type="checkbox"/>
January 7	Mannequins/Steamers/Hangers	<a href="#">D&amp;B Rental Displays – advanced rate deadline</a>	<input type="checkbox"/>
January 14	Décor Rules Vehicle Display Waiver Review show rules & regulations Raw Space, Custom & Large Booth Renderings (Email only)	Email to MagicOperations@informa.com	<input type="checkbox"/>
January 22	EAC Forms/ Proof of Insurance	Email to yuriko.umana@informa.com	<input type="checkbox"/>
January 22	EAC check payment/ forms	EAC's mail checks to: MAGIC 2901 29th Street, Suite 100 Santa Monica, CA 90405 ATTN: Yuriko Umana	<input type="checkbox"/>
January 14	Booth Cleaning Catering Telephone Service Internet & Data Electrical & AV	<a href="#">Mandalay Bay - advanced rate deadline</a> (ADVANCED RATE DISCOUNT ONLINE ONLY)	<input type="checkbox"/>
January 14	Order Fixtures & Furniture Labor Carpet Furniture Hanging Signs	<a href="#">GES - advanced rate deadline</a>	<input type="checkbox"/>
January 17	Last day shipments received at Advanced Warehouse without an additional fee	<a href="#">GES - advanced rate deadline</a>	<input type="checkbox"/>
Ongoing	Register for badges	Link sent to the primary contact	<input type="checkbox"/>
TBD	First day booth build shipments can arrive at Mandalay Bay (Target map <b>does not</b> apply to product)	<a href="#">GES</a>	<input type="checkbox"/>
TBD	Booth Package Move-In	<a href="#">GES</a>	<input type="checkbox"/>



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## SHOW INFORMATION

### VENUE

**MANDALAY BAY CONVENTION CENTER**

3950 Las Vegas Blvd South

Las Vegas, NV 89169

### RAW SPACE, CUSTOM, & LARGE BOOTH MOVE-IN

Refer to your target for move-in and move-out dates and times for delivery of your exhibit build shipments.

All crates must be emptied and labeled for removal by: 8pm on Monday, February 3<sup>rd</sup> in the Pavilion & Level 3.

1pm on Tuesday, February 4<sup>th</sup> on Level 1 & Level 2.

### ALL BOOTH MOVE-IN

Please refer to the targeted move-in and move-out plans.

All booths must be set up by TBD

### LARGE BOOTH MOVE-IN & MOVE-OUT

Refer to your target for move-in and move-out dates and times.

### SHOW HOURS

**\*\*12PM - 6PM Tuesday, February 4**
**\*\* (Sourcing & Footwear Sourcing ONLY)**

10AM - 7PM Wednesday, February 5

9 AM - 6PM Thursday, February 6

9 AM - 4PM Friday, February 7

### EXHIBITOR ACCESS

 5AM Wednesday, February 5<sup>th</sup>

 8AM Thursday, February 6<sup>th</sup>

 8AM Friday, February 7<sup>th</sup>

### EXHIBITOR REGISTRATION HOURS

 8AM-8PM Monday, February 3<sup>rd</sup>

 8AM-8PM Tuesday, February 4<sup>th</sup>

 8AM-7PM Wednesday, February 5<sup>th</sup>

 8AM-6PM Thursday, February 6<sup>th</sup>

 8AM-5PM Friday, February 7<sup>th</sup>

### SHUTTLES

Complimentary service will be provided between all official MAGIC hotels and Mandalay Bay Convention Center. There will also be an inter-venue shuttle between the Sourcing Pavilion and Mandalay Bay Convention Center Main Hall.

### PARKING

Once your vehicle is unloaded, parking is available at:

- Mandalay Bay Delano Parking
- Excalibur Garage
- Tropicana Lot

\*\* All with shuttles running on show days

## IMPORTANT PRICING

### OFFICIAL CONTRACTOR/ DECORATOR

**GES**

7000 Lindell Road

Las Vegas, NV 89118

(800) 801-7648 (Dedicated MAGIC Line)

[MAGICConcierge@ges.com](mailto:MAGICConcierge@ges.com)
[marketing.ges.com/kits/Magic](http://marketing.ges.com/kits/Magic)

### DISPLAY LABOR RATES

**Orders received before January 14<sup>th</sup> receive Advance Rate.**

#### Straight Time

8AM-5PM

Monday - Friday

#### Overtime

5PM-8AM

Monday - Friday

All day Saturday, Sunday, & recognized holidays

#### Rate Straight Time Overtime

Advance ..... \$92.75 ..... \$165.25

Regular ..... \$116.00 ..... \$206.50

Show Site ..... \$139.75 ..... \$248.00

*Price is per person/per hour. One hour minimum per man - labor thereafter is charged in half (1/2) hour increment.*

### CUSTOM WALL GRAPHICS

**\*Advance rate deadline: JANUARY 14<sup>th</sup>**

See Wall Graphics Order Form in exhibitor kit for information, sizing, and pricing.

### THE TENTS OFFICIAL BOOTH PACKAGE CONTRACTOR

**GILBERT DISPLAYS**

Jennifer Carbonaro

[jkccarbonaro@gilbertdisplays.com](mailto:jkccarbonaro@gilbertdisplays.com)

(631) 577-1173

### ELECTRICAL CONTRACTOR

**EDLEN**

(855) 408-1349

[exhibitorservices@mandalaybay.com](mailto:exhibitorservices@mandalaybay.com)

**Only ONLINE orders received before JANUARY 14<sup>th</sup> receive Advance Rate.**

### OUTLETS (120V)

Item	Advance Rate	Standard Rate
500 watts (5amp)	\$101.00	\$152.00
1000 watts (10amp)	\$175.00	\$263.00
1500 watts (15amp)	\$209.00	\$314.00
2000 watts (20amp)	\$247.00	\$371.00

*For a dedicated outlet order a 20amp*

Electricity will be turned on within 30 minutes of show opening & off within 30 minutes of show closing, show days only. If you require power at any other time, order 24-hour power at double the outlet rate.

### ELECTRIC

<b>Straight Time</b>	\$102/hr.
8:00AM-4:30PM	Monday-Friday

<b>Overtime</b>	\$204/hr.
4:30PM-8:00AM	Monday-Friday

All day Saturday, Sunday & recognized holidays

For electrical, the minimum labor hours are 1 hour for installation and 1/2 hour for dismantle.

### AIR & WATER LABOR

<b>Straight Time</b>	\$95/hr.
8:00AM-4:30PM	Monday-Friday

<b>Overtime</b>	\$190/hr.
4:30PM-8:00AM	Monday-Friday

The minimum labor hours are 2 hours for installation and 1 hour for dismantle.



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## SHIPPING INFORMATION

### ADVANCE WAREHOUSE SHIPMENTS

Exhibiting Company Name / Booth # \_\_\_\_\_  
MAGIC LV 2020 – MANDALAY BAY CONVENTION CENTER  
C/O GLOBAL EXPERIENCE SPECIALISTS (GES)  
7000 Lindell Road  
Las Vegas, NV 89118

Advance warehouse shipments can begin arriving: **December 2, 2019**

Last day for warehouse shipments to be received **without penalty: January 17, 2020.**

Rate: See the exhibitor kit under the shipping section for rates.  
Rate shown is for every 100 lbs., (cwt), or fraction of 100 lbs.,  
handled by GES (200 lb. minimum per shipment)

### SHOW SITE SHIPMENTS

Exhibiting Company Name / Booth # \_\_\_\_\_  
MAGIC LV 2020 – MANDALAY BAY CONVENTION CENTER  
C/O GLOBAL EXPERIENCE SPECIALISTS (GES)  
Mandalay Bay Convention Center  
3950 Las Vegas Blvd So  
Las Vegas, Nevada 89119

### BOOTH BUILD & DECOR FREIGHT

**Raw Space, Custom Booth Crates & Package Booths over 401 square feet:** Refer to your targeted move-in and move-out maps. A 25% surcharge will be incurred if you do not adhere to your targeted move-in and move-out time. The targeted maps refer to booth build and décor freight. Product does not need to adhere to the targeted maps but the BOL should indicate the shipment is product (do not mark this on the actual shipment/crates/boxes)

### PRODUCT FREIGHT

**Standard Booths:** Product will be accepted beginning Monday, February 4<sup>th</sup>, 2020. Product will not be turned away if it arrives on Saturday, February 2<sup>nd</sup>, 2020 or Sunday, February 3<sup>rd</sup>, 2020, however because move-in is not until Monday, February 4<sup>th</sup> this product will be unattended and not secure.

Rate: Rates may apply. Please see GES Expresso under the Shipping/Drayage & Material Handling section for rates.

All show site shipments must arrive prior to show opening to avoid additional surcharges. (See exhibitor manual for additional surcharges)

**Please note non-preferred vendors are subject to drayage fees. See page 4 of this Minikit for a list of preferred vendors.**

## MOVE-IN & MOVE-OUT

### VALET CART LOAD SERVICE

GES offers cart load service from your personal vehicle to your booth for move-in and from your booth to your vehicle at move-out. *(Restrictions will apply – see GES Expresso for rates & additional information).* Workers equipped with 3' x 4' flat carts will assist Exhibitors with unloading for a maximum of one cart load per vehicle.

During Move-In, a GES representative will be in the Cart Load Service Lot at MBCC to arrange service upon arrival. **The lot is located directly across the street from the MBCC and the entrance is located on Four Season Drive. Follow signs to this location.**

During Move-out, you must request this service at the Exhibitor Services Desk. When your items are ready for transport, return to the Exhibitor Service Desk and let GES know that you're packed up. Please wait with your items until someone from GES comes to get them. At that time, you may get your vehicle and go to the Cart Load Service area where GES will load your vehicle.

### UNASSISTED HAND CARRY

You may hand carry material provided you do not use material handling equipment. When you choose to hand carry material, you may not be permitted access to the loading dock.

During Move-in you may unload your vehicle in the Hand Carry Lot and carry your merchandise to your booth. **Lot is located directly across the street from the MBCC. The entrance is located on Four Season Drive. Follow signs for the Hand Carry Staging Area.** During Move-out you may carry your items and load your vehicle in the Hand Carry Lot.

You may use nothing larger than a two-wheeled cart (plastic or rubber wheels only) to move your items.

Hanging clothing racks are allowed for moving hanging garments.

"Pop-up" displays, equal or less than 10' in length, capable of being carried by hand by one person may be brought in.

Exhibitors moving items must use the doors and routes designated by event management.

Individuals moving these items must be employees of the exhibiting company and must carry identification with them to verify this fact.

Exhibitors arriving at the Hand Carry Lot with items other than merchandise or a pop-up display may be instructed to go to the GES lot to have their vehicle unloaded/loaded by union labor. Drayage fees may apply.

The Hand Carry lot has a 30-minute limit. Please see the parking attendant if you require additional time and we will do our best to accommodate your request.

**Customers with personal vehicles larger than a passenger van will be directed to the GES Marshalling Yard.**



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## EXCLUSIVE VENDORS

### ADVANCED WAREHOUSE

#### GES

(800) 801-7648 (Dedicated MAGIC Line)

[MAGICConcierge@ges.com](mailto:MAGICConcierge@ges.com)

Order GES services online:  
[marketing.ges.com/kits/Magic](http://marketing.ges.com/kits/Magic)

### BADGES/REGISTRATION

To register for badges please go to:

<https://www.ubmexhibitor.com>

Exhibitor Registration Email:

[exhibitreg@fashionresource.com](mailto:exhibitreg@fashionresource.com)

### CARPET

#### GES

(800) 801-7648 (Dedicated MAGIC Line)

[MAGICConcierge@ges.com](mailto:MAGICConcierge@ges.com)

Order GES services online:  
[marketing.ges.com/kits/Magic](http://marketing.ges.com/kits/Magic)

### CATERING

#### MANDALAY BAY EXHIBITOR SERVICES

(855) 408-1349

[exhibitorservices@mandalaybay.com](mailto:exhibitorservices@mandalaybay.com)

Order Mandalay bay services online:

[mandalaybayexhibitorservices.com](http://mandalaybayexhibitorservices.com)

NOTE: ANY food or drink consumed in a booth, including water and beverages, must be ordered through Mandalay Bay.

### CLEANING

#### MANDALAY BAY EXHIBITOR SERVICES

(855) 408-1349

[exhibitorservices@mandalaybay.com](mailto:exhibitorservices@mandalaybay.com)

Order Mandalay bay services online:

[mandalaybayexhibitorservices.com](http://mandalaybayexhibitorservices.com)

### ELECTRICAL, AIR & WATER

#### MANDALAY BAY EXHIBITOR SERVICES

(855) 408-1349

[exhibitorservices@mandalaybay.com](mailto:exhibitorservices@mandalaybay.com)

Order Mandalay bay services online:

[mandalaybayexhibitorservices.com](http://mandalaybayexhibitorservices.com)

### INTERNET & PHONE

#### MANDALAY BAY EXHIBITOR SERVICES

(855) 408-1349

[exhibitorservices@mandalaybay.com](mailto:exhibitorservices@mandalaybay.com)

Order Mandalay bay services online:

[mandalaybayexhibitorservices.com](http://mandalaybayexhibitorservices.com)

### LABOR & MATERIAL HANDLING

#### GES

(800) 801-7648 (Dedicated MAGIC Line)

[MAGICConcierge@ges.com](mailto:MAGICConcierge@ges.com)

Order GES services online:  
[marketing.ges.com/kits/Magic](http://marketing.ges.com/kits/Magic)

### LEAD RETRIEVAL

#### Aventri

(801) 676-7933

[aes-exhibitorservices@aventri.com](mailto:aes-exhibitorservices@aventri.com)

Order online:

<https://exhibitors.eventscloud.com>

(Show Code: MAG201)

### POV & CART LOAD SERVICE

#### GES

(800) 801-7648 (Dedicated MAGIC Line)

[MAGICConcierge@ges.com](mailto:MAGICConcierge@ges.com)

Order GES services online:  
[marketing.ges.com/kits/Magic](http://marketing.ges.com/kits/Magic)

### RIGGING (UNDER 200LBS)

#### GES

(800) 801-7648 (Dedicated MAGIC Line)

[MAGICConcierge@ges.com](mailto:MAGICConcierge@ges.com)

Order GES services online:  
[marketing.ges.com/kits/Magic](http://marketing.ges.com/kits/Magic)

### SECURITY

Wess Security

(702) 735-0110

[spourghahreman@wesseventservices.com](mailto:spourghahreman@wesseventservices.com)

### THEATRICAL LIGHTING, TRUSS, RIGGING

#### MANDALAY BAY EXHIBITOR SERVICES

(855) 408-1349

[exhibitorservices@mandalaybay.com](mailto:exhibitorservices@mandalaybay.com)

Order Mandalay bay services online:

[mandalaybayexhibitorservices.com](http://mandalaybayexhibitorservices.com)

### WALL GRAPHICS

#### GES

(800) 801-7648 (Dedicated MAGIC Line)

[MAGICConcierge@ges.com](mailto:MAGICConcierge@ges.com)

Order GES services online:  
[marketing.ges.com/kits/Magic](http://marketing.ges.com/kits/Magic)

## NON-EXCLUSIVE VENDORS

### COMPUTER & AUDIO VISUAL

#### ENCORE

(855) 408-1349

[exhibitorservices@mandalaybay.com](mailto:exhibitorservices@mandalaybay.com)

### FLORAL & PHOTOGRAPHY

#### EXPOEASE

(702) 368-2868

[info@expoease.com](mailto:info@expoease.com)

### FURNITURE RENTAL

#### GES

(800) 801-7648 (Dedicated MAGIC Line)

[MAGICConcierge@ges.com](mailto:MAGICConcierge@ges.com)

Order GES services online:  
[marketing.ges.com/kits/Magic](http://marketing.ges.com/kits/Magic)

### GRAPHICS

#### GES

(800) 801-7648 (Dedicated MAGIC Line)

[MAGICConcierge@ges.com](mailto:MAGICConcierge@ges.com)

Order GES services online:  
[marketing.ges.com/kits/Magic](http://marketing.ges.com/kits/Magic)

### HOTEL & TRAVEL PLANNING

#### CONNECTIONS HOUSING

(833) 607-8409

[book.passkey.com/go/MAGICWinter2020](http://book.passkey.com/go/MAGICWinter2020)

### INTERNATIONAL FREIGHT

#### FORWARDERS/

#### CUSTOM BROKERS

KUEHNE + NAGEL

(310) 213-4347

[armin.zertor@kuehne-nagel.com](mailto:armin.zertor@kuehne-nagel.com)

[robert.rodriguez@kuehne-nagel.com](mailto:robert.rodriguez@kuehne-nagel.com)

### EMBASSY CARGO

(516) 255-1881

0574-704101 (International)

[info@embassycargo.edu](mailto:info@embassycargo.edu)

[embassycargo.com](http://embassycargo.com)

### MANNEQUIN & STEAMER RENTAL

#### D&B RENTAL DISPLAYS CORP.

(702) 987-5965

[dbrentaldisplays.com](http://dbrentaldisplays.com)

### SHIPPING

#### GES

(800) 801-7648 (Dedicated MAGIC Line)

[MAGICConcierge@ges.com](mailto:MAGICConcierge@ges.com)

Order GES services online:  
[marketing.ges.com/kits/Magic](http://marketing.ges.com/kits/Magic)

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Vendors *not* listed on this page are subject to drayage fees.

[www.magicfashionevents.com](http://www.magicfashionevents.com)