

T H E AESTHETIC SHOW

Show Information **DEADLINES – BY TYPE or FUNCTION**

TO DO	SECTION	SUBMIT TO	DEADLINE
Make Hotel Reservations - Book your hotel room ASAP to receive The Aesthetic Show discounted hotel rate.	Show Information	HTTP://AESTHETICSHOW.COM/HOTEL.PHP	ASAP! RATE EXPIRES OCTOBER 22 ND BASED ON AVAILABILITY
<u>EXHIBITOR REGISTRATION DEADLINES</u>			
TO DO	SECTION	SUBMIT TO	DEADLINE
Register all Exhibitor Staff for Badges	Show Information	Email will be sent to the exhibitor contact with registration information and link.	NOVEMBER 14 TH
<u>BOOTH DESIGN DEADLINES</u>			
TO DO	SECTION	SUBMIT TO	DEADLINE
Submit Variance Request Form - Exhibitors wanting to exceed the 16' height limit for floor supported structures or other variances must submit the Variance Request Form.	Regulations and Guidelines	Aileen McDermott Aileen.mcdermott@informa.com	OCTOBER 31 ST
Submit Hanging Sign Request Form - All exhibitors planning to hang a sign must submit a hanging sign request form along with a booth design & sign rendering in one drawing.	Regulations and Guidelines	Aileen McDermott Aileen.mcdermott@informa.com	OCTOBER 31 ST
Lights Out Request - Exhibitors wanting permission to turn off lights over their booth must contact show management for approval.	Regulations and Guidelines	Aileen McDermott Aileen.mcdermott@informa.com	OCTOBER 31 ST
Submit Automobile Request Form - Exhibitors planning to bring an automobile into their booth must submit the Automobile Request Form. See Show Rules and Regulations.	Regulations and Guidelines	Aileen McDermott Aileen.mcdermott@informa.com	OCTOBER 31 ST

EXHIBITOR APPOINTED CONTRACTOR DEADLINES

TO DO	SECTION	SUBMIT TO	DEADLINE
<p>Submit All Exhibitor Appointed Contractor (EAC) Form - If you are using an EAC you and your contractor must supply all forms to Show Management, as well as GES. EAC's will not be allowed on the show floor if these forms are not submitted. See "Exhibitor Appointed Contractors (EACs) and Third Parties" section.</p>	Exhibitor Appointed Contractors	<p>Aileen McDermott Aileen.mcdermott@informa.com</p>	OCTOBER 31ST

DECORATOR, LABOR & ELECTRICAL DEADLINES

TO DO	SECTION	SUBMIT TO	DEADLINE
<p>Order Electrical Services - Electric is not provided and must be ordered through Edlen Electrical. Please see the "Additional Show Services" section for more info.</p>	Additional Show Services	<p>Edlen Electrical PHONE: 702-385-6911 Email: lasvegas@edlen.com</p>	OCTOBER 30TH DISCOUNT DEADLINE!
<p>Order Decorator Rental Services - Booth Layout, Carpet, Cleaning, Furniture & Accessories, Standard Exhibit Order Form, Specialty Package Order Forms, Graphics & Signage, and Payment Forms. See "Booth Furnishings Rental" section.</p>	Booth Furnishings Rental	<p>GES PHONE: 800-475-2098 FAX: 866-329-1437 http://www.ges.com/chat</p>	OCTOBER 30TH DISCOUNT DEADLINE!
<p>Order Decorator Storage Services - Skid Accessible Storage can be found in the "Shipping, Drayage and Material Handling" section.</p>	Shipping, Drayage and Material Handling	<p>GES PHONE: 800-475-2098 FAX: 866-329-1437 http://www.ges.com/chat</p>	OCTOBER 30TH DISCOUNT DEADLINE!
<p>Order Decorator Labor Services – Order labor for booth building and dismantling.</p>	Shipping, Drayage and Material Handling	<p>GES PHONE: 800-475-2098 FAX: 866-329-1437 http://www.ges.com/chat</p>	OCTOBER 30TH DISCOUNT DEADLINE!

SHIPPING DEADLINES

TO DO	SECTION	SUBMIT TO	DEADLINE
Advanced Shipping to Warehouse - See the "Shipping, Drayage and Material Handling" section.	Shipping, Drayage and Material Handling	SHIPMENT ADDRESS: c/o GES The Aesthetic Show 2020 Exhibiting Company Name/ Booth Number 7000 Lindell Road Las Vegas, NV 89118	OCTOBER 20 TH – NOVEMBER 13 TH
Submit GES Shipping Information - Transportation Plus & Material Handling, Logistics & Shipping, Outbound Material Handling Request located in the "Shipping, Drayage and Material Handling" section.	Shipping, Drayage and Material Handling	GES PHONE: 800.475.2098 FAX: 866.329.1437 http://www.ges.com/chat	OCTOBER 30 TH DISCOUNT DEADLINE!
Direct Shipping to Exhibit Site - See "Shipping Drayage and Material Handling" section for further information on shipping options.	Shipping, Drayage and Material Handling	SHIPMENT ADDRESS: c/o GES The Aesthetic Show 2020 Exhibiting Company Name/ Booth Number Wynn Las Vegas 3131 Las Vegas Blvd, South Las Vegas, NV 89109-1967	NOVEMBER 19 TH – 20 TH

ADDITIONAL SERVICES DEADLINES

TO DO	SECTION	SUBMIT TO	DEADLINE
Submit Lead Retrieval Order Form – Discount rates deadline, after this date you must order onsite. See “Additional Show Services” section for order form.	Additional Show Services	Coming Soon !	Coming Soon !
Order Booth Security - 24hr perimeter access (only) will be provided by Show Management. For additional protection you may wish to hire a security guard through our contracted vendor Wess Security. See “Additional Show Services” section for order form.	Additional Show Services	Wess Security PHONE: 702.735.0110 FAX: 702.735.7793 EMAIL: SPOURGHAREMAN@WESSEVENTSERVICES.COM	OCTOBER 24 TH DEADLINE!
Order Internet/Telephone Service - Internet services are not provided by Show Management on the expo floor and must be ordered. Cox is our Internet/Telecom provider. See “Additional Show Services” section for order form.	Additional Show Services	Cox PHONE: 702-545-1225 Email: acs@cox.com	NOVEMBER 13 TH DISCOUNT DEADLINE!
Order AV and Computers - AV services and equipment can be ordered through The Wynn. Please see “Additional Show Services” section for order form.	Additional Show Services	The Wynn Las Vegas PHONE: 702-770-2860 Email: julie.hoffman@wynnlasvegas.com	N/A
Order Plant & Floral - See “Additional Show Services” section for order form.	Additional Show Services	The Wynn Las Vegas PHONE: 702-770-2862 Email: catering@wynnlasvegas.com	NOVEMBER 5 TH DISCOUNT DEADLINE!
Food & Beverage – All food, beverage, and associated labor must be ordered directly through The Wynn. Please contact Rebecca Kaplan for more info.	Additional Show Services	The Wynn Las Vegas PHONE: 702-770-2752 Email: rebecca.kaplan@wynnlasvegas.com	OCTOBER 31 ST DISCOUNT DEADLINE!
Booth Cleaning – Show Management does not provide booth cleaning. Periodic or nightly cleaning of your booth must be ordered directly through GES.	Additional Show Services	GES PHONE: 800.475.2098 FAX: 866.329.1437 http://www.ges.com/chat	OCTOBER 30 TH DISCOUNT DEADLINE!