



## Show Information

### General Information

Exhibit Hall: Palace Ballroom I-II

Floor Plan Link: <https://smithbucklin.expocad.com/Events/26nipa/index.html>

Your 10'x10' booth package includes:

- 8' high black back drape
- 3' high black side rails
- (1) 17" x 11" standard ID sign
- (1) wastebasket
- (2) chairs
- (1) 6' black skirted table
- The ballroom is carpeted

### Exhibitor Schedule\*

#### MOVE-IN:

Monday, May 4                      7:30 a.m. – 3:30 p.m.

***NOTE:*** The exhibit hall will be **CLOSED** for an airwall opening from 4:00 p.m. – 5:00 p.m. – **all exhibitors must be out of the room during the airwall opening.**

#### SHOW HOURS

Monday, May 4                      5:30 p.m. – 7:00 p.m.

Tuesday, May 5                      7:30 a.m. – 6:45 p.m.

Wednesday, May 6                      7:45 a.m. – 9:00 a.m.

#### MOVE-OUT:

Wednesday, May 6                      9:00 a.m. – 12:00 p.m.

All exhibits **must** be set by 3:30 p.m. on Monday, May 4. Please do not begin to tear down until 9:00 a.m. on Wednesday, May 6.

*\*This schedule is subject to change. See the full Event Schedule [HERE](#).*

### General Services Contractor

**GES** (*Global Experience Specialists*) is the Official Service Contractor of 2026 NIPA Annual Forum & Expo (NAFE). Other official show suppliers are listed in the kit.

## Important Dates

<u>ORDER FORM</u>	<u>DEADLINE DATE</u>
Advance Shipping Begins	March 31, 2026
Housing Deadline	April 3, 2026
Encore AV, Internet, & Electric Deadline	April 10, 2026
GES Advance Order Discount Deadline	April 13, 2026
Advance Shipping Deadline	April 29, 2026

### Advance Warehouse Shipping

Exhibitors **must** send their freight to the GES Advance Warehouse. Caesars does not allow exhibitors' carriers to deliver to, nor from, the hotel back dock. **Please ship your supplies to the address given below:**

GES/ NIPA  
[Exhibiting Company Name]  
Booth #  
7000 Lindell Road  
Las Vegas, NV 89118  
United States of America

Freight can be only received and stored at the warehouse from **Tuesday, March 31–Wednesday, April 29.**

### Terms & Conditions

Exhibitors are responsible for compliance with all pertinent regulations and codes concerning fire, safety, and health, which may be applicable in the exhibit hall during the event. Exhibitors must comply with all the policies, rules, and terms and conditions contained in the Prospectus. A copy of these Terms & Conditions can be found [HERE](#).