



Important Exhibitor Information

While the Exhibit Hall is open to the public January 8-10, we request that you arrive by the 7th to set up and to be our guest at the Wednesday Night Opening Party at the Peppermill Resort.

SET UP & TEAR DOWN SCHEDULE:

Tuesday, January 6th: All exhibitors - 8am – 6pm

Wednesday, January 7th: All exhibitors – 8am – 6pm

VOLUNTEERS AVAILABLE FROM 8AM-5PM BOTH DAYS

Tear down: Saturday, January 10th: 5pm-10pm

VOLUNTEERS AVAILABLE BEGINNING AT 5PM

Sunday, January 11th: 8 am -12 noon - all exhibitors must be out of the hall by noon. No security will be provided.

VOLUNTEERS AVAILABLE BEGINNING AT 8AM

NAME BADGES – WHAT YOU GET:

Each booth that you have rented entitles you to two (2) Exhibit Hall Passes. These personalized passes entitle you to entrance into the Exhibit hall. Each badge will have a ticket for the Wednesday Night event, the exhibitor breakfasts on Thursday, Friday, and Saturday behind your name tag. As always, we will be having various events including banquets and fundraisers throughout the course of the show. If you would like to purchase tickets for those events, please let me know.

Attached to this letter is the name badge form. If you have multiple booths, simply make the appropriate number of copies. **Please return the list no later than December 12th.** The badges made from the list you send in will show your company name and the names of those people who will be representing you in the booth. Additional badges with meal tickets can be purchased for \$75 per badge. If you do not return the form, you will be issued generic badges printed with only your company name. All badges will be available for pick up at the Exhibitor Desk in Reno on Tuesday, January 6th.

2016 BOOTH SIGNUP - HOW BOOTHS ARE ALLOCATED:

The Sheep Show is returning to Reno, NV for our 2016 Annual Convention, January 21-23rd. A 2016 Booth Contract and signup information will be included in the packet you will receive upon arrival at the 2015 show. You will have a specific appointment time to meet with me regarding your spot for next year. Keep in mind that booths are allocated subject to our tenure policy.

POWER, CHAIRS, ETC (SHOW SERVICES) – HOW TO ORDER:

GES Expo kits will be **EMAILED** in early November from their company office. The kit will be sent electronically via email – check your spam folder if you don't get it. A link will also be available on line at www.wildsheepfoundation.org – scroll to the bottom of the home page and you'll see the link. If you have not received this kit by the end November please contact us. The order forms for electricity, tables, chairs, and carpet will be in the kit and are all time sensitive.

