



Online Exhibitor Ordering

Welcome to Gaylord Rockies Resort & Convention Center. It is a pleasure to be hosting your exposition. We provide access to online ordering for all your booth needs, including electric, AV, internet, and catering.

To create an account or log in, please refer to the following link: https://gaylordrockies.boomerecommerce.com

Important Information Regarding Food & Beverage

Please note that per our contract agreement and for liability reasons, the hotel is the exclusive provider for all food and beverage. Absolutely no outside food and/or beverages may be served from your booth during this upcoming event (this includes, but is not limited to, logo bottled water or any type of pre-packaged food.) If you wish to serve these items, you must request permission via e-mail in advance, and a corkage fee will apply if your items are approved. These requests can be sent to <u>gh.dengr.grexhibits@gaylordhotels.com</u>.

Tax Exempt Exhibitors

If your organization is tax exempt in the state of Colorado, please create your account first and then contact us at <u>gh.dengr.grexhibits@gaylordhotels.com</u>. We'll need to receive a copy of your Colorado Tax Exempt Certificate before you can process your order.

Hanging Sign, Rigging & Truss Requests

Except for free-standing truss structures with single point of contact to the floor, Encore is the exclusive provider of all rigging at Gaylord Rockies. This includes crank-up towers, truss arches, flown truss and motors. Exhibitors and exhibitor appointed contractors may provide their own free standing truss structures with the condition that nothing is connecting the two structures; this includes items such as string lights. Gaylord Rockies and Encore reserve the right to determine if a structure is deemed as an overhead structure and must instead be provided by Encore. Should an exhibitor or an EAC choose to provide their own free standing truss structure, Encore will not be involved or liable for set-up, tear down, or equipment used. If an exhibitor or EAC requires a truss arch, structure, or flown truss and motors for their event, Encore will provide the labor to assemble, and a rigging advance must be submitted at https://www.encoreglobal.com/rigging-request/. For more information, please reach out to 2154sales@encoreglobal.com.

Contact Exhibit Hall Team at 720-829-8654 or gh.dengr.grexhibits@gaylordhotels.com with any questions.



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