



## Fresh Ideas Organic Marketplace 2023 Exhibitor Service Kit

Wednesday, March 8<sup>th</sup>, 11:00am – 4:00pm

Welcome to the Fresh Ideas Organic Marketplace! This Exhibitor Service Kit has been prepared to help you plan for the show. Please read it in its entirety.

We encourage you to complete your badge registration online prior to the show. We do not mail badges and registering pre-show can save you valuable time on-site.

If you have questions on any of the enclosed materials, please contact the Client Services Department at 1.866.458.4931 or for international callers 1.303.390.1776, or [esk@newhope.com](mailto:esk@newhope.com). We look forward to seeing you in Anaheim!

**Website access:** [Fresh Ideas 2023](#)

### **Exhibit Installation/Dismantling**

#### **Wednesday, March 8**

- 7:00 am – 10:30 am: all exhibits must be set by 10:30 am
- 4:00 pm – 7:00 pm: all exhibits must be dismantled and cleared from the tent by 7:00 pm

Stay with your exhibit until the last item is placed for shipment. If you must leave early, place an order for contractor labor and supervision through GES so they can pack up your exhibit. Exhibitors are responsible for the removal of all materials at the conclusion of the event. Parking is not permitted adjacent to Fresh Ideas during the event, move-in or move-out.

**\*\*Please note that shipments sent direct, must be received on Wednesday between the hours of 7:00 -10:00am\*\***

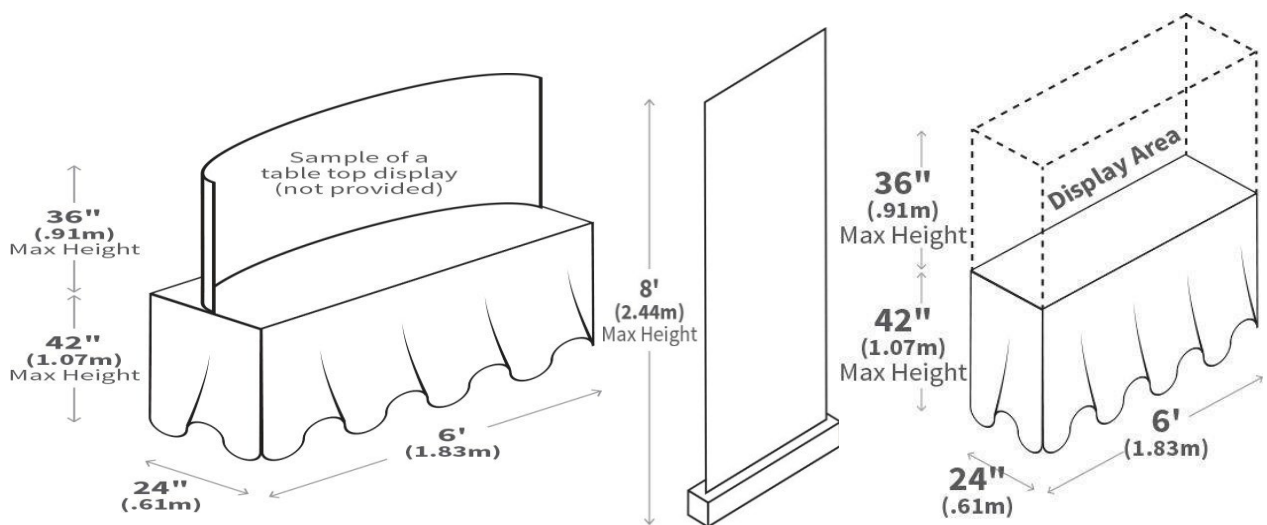
## SERVICES & OFFICIAL SHOW VENDORS

Badge Registration (Over Allotment)	Ph: 1.866.458.4935 or 1.303.390.1776 (for international callers) <a href="mailto:esk@newhope.com">esk@newhope.com</a>	Discount Deadline 2/14/2023
Electrical	<a href="#">GES</a> Ph: 1.702.515.5970 or <a href="http://www.ges.com/chat">www.ges.com/chat</a>	Discount Deadline 2/14/2023
Storage Onsite (dry, frozen, refrigerated)	<a href="#">GES</a> Ph: 1.702.515.5970 or <a href="http://www.ges.com/chat">www.ges.com/chat</a>	Discount Deadline 2/14/2023
Hotel Reservations	<a href="#">Hotel and Travel Information</a> Ph: 1.800.388.8812	As soon as possible!
Shipping Freight Deliveries & Labels	GES Ph. 800.475.2098 Ph: 1.702.515.5970 <a href="http://www.ges.com/chat">www.ges.com/chat</a>	Advance: 2/9/2023 – 3/2/2023 See GES shipping labels for details Direct: 3/8/2023 7:00 am – 10:00 am see GES shipping labels for details
Promotional & Sponsorship Opportunities	<a href="#">Promotional and Sponsorship Opportunities</a>	Individual deadlines apply!
Environmental Exhibiting/ Greening Efforts	<a href="#">Greening Efforts</a> Ph: 1.303.939.8440	Every Day!
Lead Retrieval Units	<a href="#">Aventri</a> Order Online: <a href="https://exhibitors.eventscld.com">https://exhibitors.eventscld.com</a> Questions? 1.801.676.7933 or email <a href="mailto:aem-exhibitorservices@aventri.com">aem-exhibitorservices@aventri.com</a>	Early Bird Deadline—2/14/2023

## FRESH IDEAS 2023 TABLETOP REGULATIONS

- Display space is **ONLY the tabletop area**; the **ONLY storage space is under your tabletop**.
- Any items not stored underneath your table (or displayed on top of the table) will be removed and stored at the exhibitor's expense by GES. No items will be allowed to be stored or set up surrounding your table.
- Bringing in your own table is **NOT** allowed. Table provided cannot be moved from front of space.
- Display space cannot extend beyond the 6' width x 24" depth tabletop surface. Maximum display height on top of table is 3'.
- Banners and pull-up displays are only allowed behind your table. Maximum width of 2ft and cannot exceed 8ft in height. (bottom 42" will not be seen due to table).
- Banners can hang from your table, or you are welcome to bring your own tablecloth.
- Exhibitors must also comply with the Show Rules and Regulations in the [Exhibitor Service Kit](#).
- Rules and Regulations are subject to change.

**Note: Exhibitors will be asked to remove any exhibits not in compliance with these guidelines. Any stored items will be at the exhibitor's expense.**



### TABLETOP SPACE INCLUDES

- One (1) draped counter height table 6'W x 24"D x 42"H. (Table skirt is muslin)
- One (1) stool
- One (1) wastebasket

## RULES & REGULATIONS

### Permitted:

- YES** May place a branded table cloth over your tabletop. Maximum size permitted is 6'W x 42"H table front dimension and 24" W x 42" H side dimension. (Cannot extend outside of these dimensions)
- YES** Displaying items on the surface of the tabletop. Maximum size permitted is 6' W x 24" D x 3'H (see diagram)
- YES** Can cook or use small electronics on your tabletop space only. (Electricity must be ordered from GES.)
- YES** Flat Pull-Up displays only, must be flush against the tent behind your table only. Maximum size of pull- up cannot exceed 2' W x 8' H (bottom 42" will not be seen due to table).
- YES** May use an anti-fatigue mat behind your tabletop

### NOT Permitted:

- NO** **May only store items that fit under the table. No storage is allowed behind or around the tabletop area.** Additional accessible storage space must be purchased from GES
- NO** Removing or replacing your table
- NO** Moving tables from front of space or pushing tables together
- NO** Each tabletop space is separate and cannot be combined with another space. (You may not move 2 tables together or utilize the back wall space between the tables)
- NO** Bringing in your own floor covering
- NO** Swapping or adding, tables, other furniture, literature stands, display counters, refrigerated display cases, etc.
- NO** Refrigerator or freezer behind tabletop. Unit must fit on or under the tabletop
- NO** Hanging signs (hanging signs rigged from the ceiling)
- NO** Building any structures that surround the table
- NO** Backdrop, inflatables, expandable or curved pop-up structures
- NO** Pop-up tents will not be allowed

**Additional questions or clarification should be directed to your [Client Services Specialist](#).**

If you are not exhibiting on the Expo West Show floor, you will receive two (2) complimentary badges to be used at Fresh Ideas and Natural Products Expo West. If you are an Expo West show floor exhibitor, your badges are part of your Expo West allotment. Expo West exhibitors are not given additional badges for exhibiting at Fresh Ideas.