



IMPORTANT: BOOTH PACKAGE CHANGES FOR 2026

Booth furniture is automatically assigned based on booth size.

Booth Size	6 ft Tables	Chairs	Wastebaskets	Carpet
0-99 sq. ft.	1	1	1	Included
100-199 sq. ft.	2	2	1	Included
200-299 sq. ft.	4	4	2	Included
300-399 sq. ft.	6	6	2	Included
400+ sq. ft.	8	8	4	Included

- Packages are **fixed by booth size**.
- **No overages or substitutions.**
- If you require extra items, **order separately**.
- **Opt-out required**, log in to decline or the package is **automatically included**.
- Any carpet ordered from TEG will be installed over the carpet provided
- Additional furniture **must be ordered through [Exhibitor Resource Center](#) | [Map Your Show](#) to be received.**
- Item availability at show site may be limited.
- Furnishings **must not** be removed from neighboring booths or aisles.
- An audit will verify that furniture within your exhibit space matches your order.
- Charges apply for any items in your booth without an order on file
- **Electrical services are not included** with any booth and must be ordered separately.

Show Schedule

Exhibitor Move-In

Sunday	October 4, 2026	8:00 am - 6:00 pm
Monday	October 5, 2026	8:00 am - 6:00 pm

Exhibit Hall Hours

Tuesday	October 6, 2026	9:00 am - 5:00 pm
Wednesday	October 7, 2026	9:00 am - 5:00 pm
Thursday	October 8, 2026	9:00 am - 5:00 pm
Friday	October 9, 2026	9:00 am - 2:00 pm

Exhibitor Move-Out

Friday	October 9, 2026	2:00 pm - 10:00 pm
Saturday	October 10, 2026	8:00 am - 12:00 pm

- All exhibitor materials must be removed from the exhibit facility by October 10, 2026 at 12 pm.
- To ensure all exhibitor materials are removed from the exhibit facility by the deadline, please have all carriers check-in by October 10, 2026 at 10 am.
- Request your outbound Material Handling Agreement (MHA) and Outbound Shipping Labels at:
[Exhibitor Resource Center](#) | [Map Your Show](#).

IMPORTANT DATES

Discount Deadline Date

September 7, 2026

Exhibitor Appointed Contractor Notification Deadline

September 7, 2026

Advance Warehouse Receiving Begins

September 3, 2026

Advance Warehouse Deadline

**late fee applies after*
September 23, 2026

Direct to Show Site Receiving Begins

October 4, 2026

Outbound Carrier Check-in Deadline

October 10, 2026 at 10 am

Shipping Addresses

Advanced Warehouse:

Exhibiting Company Name / Booth # _____
Las Vegas Souvenir and Resort Gift Show 2026
c/o The Expo Group
3455 West Sunset Road #L
Las Vegas, NV 89118

- Warehouse Hours: Monday - Friday 9:00 am - 3:30pm
- The advance warehouse will be closed September 7, 2026 for the Labor Day Holiday.

Direct to Show Site:

Exhibiting Company Name / Booth # _____
Las Vegas Souvenir and Resort Gift Show 2026
c/o The Expo Group
Las Vegas Convention Center - Halls S3-S4
3150 Paradise Road
Las Vegas, NV 89109

Marshalling Yard

The show will be using a Marshalling Yard. Please see the Marshalling Yard forms for address and schedule.

Additional Services

- Internet - Cox (coming soon)
- Official Show Carrier - Expogistics

Customer Service Hours

- Our Customer Service Management Team will be available from 8am - 5pm from the first day of Exhibitor Move-in to the last day of Exhibitor Move-out. Hours may be extended the day before show open and the day of show close to assist with additional exhibitor needs.

Advance Warehouse Information

- All shipments must be accompanied by certified weight tickets. Shipments received without these certified scale tickets will be rejected by The Expo Group.
- Please note that The Expo Group Warehouse does not accept uncrated freight (loose, pad-wrapped material and/or un-skidded machinery), COD shipments, hazardous materials, freight requiring refrigerated or frozen storage, a single piece of freight weighing more than 5,000 pounds or a single piece of freight beyond the dimensions of 108" H x 93" W. Warehouse materials are accepted at the warehouse Monday through Friday between the hours of 9:00am - 3:30pm. Hours may be extended the day before show open and the day of show close to assist with additional exhibitor needs.

Direct Freight Receiving

- All materials received by The Expo Group are subject to Material Handling Charges and are the responsibility of the Exhibitor. This also applies to items not ordered through the Official Show Vendors. Refer to the material handling form for rates and details. Please be aware that disposal of exhibit properties is not included as part of your material handling charges. Please contact The Expo Group for your personalized quotes and detailed rules for disposal of your exhibit properties.

What About Prepaid or Collect Shipping Charges?

- Collect shipments will be refused.
- Please mark all shipments PREPAID on your bill of lading.
- "Prepaid" designates that the transportation charges will be paid by the exhibitor or a third party.

Account Review and Confirmation

- All accounts must be reviewed prior to show close to ensure accuracy of all charges. No credits will be issued after the show closes. Account summaries will be sent electronically from show-site for your review. Please send contact information including name and email for the person that would be responsible to review and approve all charges.

Outbound Shipping

- Order outbound Material Handling Agreement(s) (MHAs) and Outbound Shipping Labels at [Exhibitor Resource Center | Map Your Show](#).
- Be sure your carrier knows the company name and booth number when making arrangements for picking up your exhibit at the close of the show.
- The Expo Group is not responsible for security of exhibitor freight that is left unattended in the booth while waiting for the designated carrier.
- In the event that your selected carrier fails to show on final move-out day, The Expo Group reserves the right to re-route your freight onto another carrier.

Excessive Trash Left in Booth

- Any excessive trash which consists of display materials, carpet, padding, crates and/or pallets will be disposed of and charged both - a handling fee and disposal fee during move-out.
- Excessive booth materials and/or literature left in the booth at the end of the published exhibitor move-out that is not labeled for an outbound shipment will be considered abandoned and deemed as trash. The exhibitor will be charged for the removal and disposal of these items. Charges may include Installation & Dismantle Labor, Forklift/Rigging Labor, and/or Dumpster Fee.