



Shepard

EXHIBITOR SERVICE MANUAL

————— LAS VEGAS —————
**ANTIQUE JEWELRY
& WATCH SHOW**

Las Vegas Antique Jewelry & Watch Show
Las Vegas Convention Center | Las Vegas, NV
June 9 - 12, 2022

L174860622

LAS VEGAS
**ANTIQUE JEWELRY
& WATCH SHOW**

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SHOW INFORMATION

L174860622

Booth Package

Items provided in your booth, per exhibitor:

- 8' H Backwall, 3' H Side Rail - Taught White Fabric
- 14" x 12" Identification Sign
- (1) 6' x 30" Skirted Table - White
- 2 Side Chairs
- 1 Wastebasket
- (1) 500 Watt Electric Drop *
- (1) Crossbar at front of booth for lighting *

**Electrical services and equipment are provided by Edlen Electric. To order lighting services for the provided crossbar, please see the Light track Order form.*

Please note: Any changes to the booth requested after the booth has been initially set will result in a labor charge.

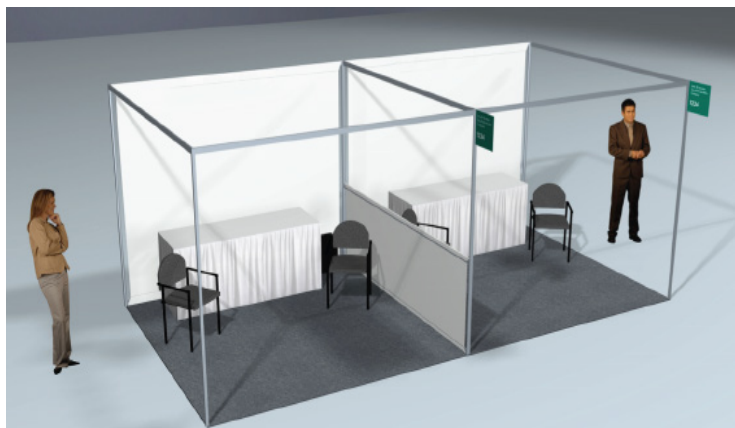


Exhibit Show Schedule

GENERAL EXHIBITOR MOVE-IN

Wednesday, June 8, 2022 • 8:00AM to 6:00PM

EXHIBIT HOURS

Thursday, June 9, 2022 • 10:00AM to 6:00PM

Friday, June 10, 2022 • 10:00AM to 6:00PM

Saturday, June 11, 2022 • 10:00AM to 6:00PM

Sunday, June 12, 2022 • 10:00AM to 4:00PM

EXHIBITOR MOVE OUT

Sunday, June 12, 2022 • 4:00PM to 9:00PM

FREIGHT REROUTE BEGINS*

*All outbound carriers must be checked in by this time

Sunday, June 12, 2022 | 8:00PM

IMPORTANT DEADLINES

**Discount Price Deadline
for Custom Shepard Rentals**
Tuesday, May 10, 2022

**Exhibitor Appointed Contractor
Notification Deadline**
Tuesday, May 10, 2022

**First Day for Warehouse Deliveries
Without a Surcharge**
Tuesday, May 10, 2022

**Discount Price Deadline for Standard
Shepard Orders**
Thursday, May 19, 2022

**Last Day for Warehouse Deliveries
Without a Surcharge**
Wednesday, June 1, 2022

Last Day for Warehouse Deliveries*
Monday, June 6, 2022

* Date indicated is last day freight can arrive to advanced warehouse with guarantee of delivery to booth for exhibitor move-in.

First Day Freight Can Arrive at Show Site
Wednesday, June 08, 2022 | 8:00AM

Shipping Addresses

ADVANCE WAREHOUSE SHIPMENT ADDRESS

Exhibiting Co. Name & Booth Number
Las Vegas Antique Jewelry & Watch Show
c/o Shepard Exposition Services
5845 Wynn Road, Suites A,B,C,D
Las Vegas, Nevada 89118

DIRECT TO SHOW SITE SHIPMENT ADDRESS

c/o Shepard Exposition Services
Exhibiting Co. Name & Booth Number
Las Vegas Antique Jewelry & Watch Show
Las Vegas Convention Center
3150 Paradise Road
Las Vegas, NV 89109

ADVANCE DEADLINE DATE (STANDARD ORDERS): THURSDAY, MAY 19, 2022

Due to liability concerns and/or labor jurisdictions, exhibitors or their Exhibitor Appointed Contractors (EACs) may not operate any type of mechanical or powered equipment including forklifts, manual or electric pallet jacks, overhead lifts, etc.

Shepard Mailing Address

1531 Carroll Drive, NW
Atlanta, GA 30318
Phone: 404-720-8600
Email: orders@shepardes.com

Service Desk Hours *(subject to change)*

Wednesday, June 8, 2022 • 8:00AM to 6:00PM
Thursday, June 9, 2022 • 10:00AM to 6:00PM
Friday, June 10, 2022 • 10:00AM to 6:00PM
Saturday, June 11, 2022 • 10:00AM to 6:00PM
Sunday, June 12, 2022 • 10:00AM to 9:00PM

Exhibitor Move Out

Sunday, June 12, 2022 • 4:00PM to 9:00PM

Dismantle & Move Out Information

Shepard will begin returning empty containers and skids as soon as the aisle carpet is removed and/or plastic protection is installed on top of the floor. All exhibitor materials must be removed from the facility by **Sunday, June 12, 2022 | 8:00PM**.

Any materials remaining in the hall will be rerouted or returned to Shepard's warehouse to await disposition at the exhibitor's expense.

To ensure all exhibitor materials are removed from the facility during the exhibitor move out, please have all carriers checked in with Shepard no later than **Sunday, June 12, 2022 | 8:00PM**.

Post Show Paperwork & Labels

Our Customer Service Representatives will gladly assist you in preparing your outbound shipping labels, outbound Material Handling Authorization paperwork, and outbound shipping in advance. You may find these forms included in this exhibitor services catalog. An email with links to an online portal will also be sent to the exhibitor contact on record for the booth. Labels and paperwork will also be available on-site. Make sure your carrier knows your company name, booth number, and the carrier check in deadline.

Outbound Shipping

It is the responsibility of each exhibitor to arrange for transportation of booth materials after the event. Our Customer Service Representatives are available pre show, during the show, and during move out to assist you in arranging shipping through our official carrier Shepard Logistics. For peace of mind and easy set up, contact Shepard Logistics before the event for transportation services to and from the event. Shepard does not provide UPS, FED-EX, or other carrier specific labels. Exhibitors must schedule pick ups directly with all carriers as well as provide carrier specific shipping labels.

Pick Up Address

Las Vegas Convention Center
3150 Paradise Road
Las Vegas, NV 89109

ONLINE ORDERING


IT'S EASY.

Las Vegas Antique Jewelry & Watch Show

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Order online through the Shepard Exhibitor Portal at <https://apps.shepardes.com/olk/intro.asp>. Login or Create an Account and follow the simple instructions for ordering. If you need assistance during your shopping experience, contact us using our  chat feature on the right side of the screen. Representatives are available Monday - Friday, 8AM - 5PM EST.

1. Go to: <https://apps.shepardes.com/olk/intro.asp>.
2. Select the Event.
3. Login from the Show Information page by clicking the **Login for Online Ordering** button.
4. Select your event, enter your email address and password then click Login.
User Name = **Your Email Address**
(provided by Event Management)
Password = **LVAJWS22**
5. Don't have an account, click "Create an Account."
6. Once logged in, please confirm your profile information. If you need to update your information, please contact us at customerservice@shepardes.com.
7. To order, utilize the grey category drop-down menus above the Welcome message.
8. After making your selections, click the add to cart button on the bottom right of the page.
9. To view your order click the Shopping Cart Icon at the top right of the page.
10. Confirm your order, click and complete the payment process.

Login

If you are already registered for online ordering, please login below.

You'll need to select and event first. After you login you will have access to your other events as well.

Select an Event

Select a Show ▼

Email Address

youremail@yourcompany.com ▼

Password

Login

[Forgot your password?](#)

Create an Account

Registration is easy. To create an account we need your email address, name, and company information.

Select an Event

Select a Show ▼

Creating an account will allow you to order online.

First, we will need your email address.

youremail@yourcompany.com

Let's do this!

METHOD OF PAYMENT

Las Vegas Antique Jewelry & Watch Show

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Please review the information and complete your payment information online.

You may choose to pay by credit card, check payable to Shepard Exposition Services, or bank wire transfer, however, we require your credit card authorization to be on file before we process your order(s) for service. **For your convenience, we will use your online credit card information to charge your credit card account for any additional amounts incurred as a result of show site orders placed by your representative including material handling and logistics charges for shipments received on your company's behalf and any unpaid balance due for Shepard services.** Credits for services will be issued at show site only.

Shepard no longer accepts cash payments for any Shepard Services. Once a payment is processed by credit card, any changes to the payment method will be charged a fee of 5% of the total invoice. 10010-Change Of Payment Method Transaction Fee

Shepard Exposition Services only accepts payment information electronically. Place your order online with Shepard or follow the steps below to provide your payment information electronically and submit your order forms.

Complete your payment information online.

Login to your account at <https://www.shepardes.com/payment-methods> and choose the event you are submitting payment for.

Discount Pricing Deadlines

Orders received without payment or after the discount price deadline will be charged at the standard price.

Online: Thursday, May 19, 2022 All paid orders placed online prior to the deadline date.

Discount Deadline: Thursday, May 19, 2022 All paid orders placed via pdf prior to the deadline date.

ACH/Wire Transfers

You may choose to pay by Check or ACH/Wire Transfer, however a credit card is required on file to process all orders.

In order to accurately process the transfer of funds from your account, please complete the following information and email it along with a copy of the wire receipt to the email printed on the header of this page. A \$50 service charge will be added for processing checks drawn on foreign banks. A \$25 service charge will be added for processing U.S. wire transfers. \$50 service charge for international wire transfers.

The following information must be included on the bank copy of the wire transfer confirmation:

NAME OF SHOW BEING ATTENDED: **Las Vegas Antique Jewelry & Watch Show**

EVENT CODE: **L174860622**

EXHIBITING COMPANY NAME: _____ BOOTH NUMBER: _____

Account Name: Shepard Exposition Services, Inc.	Routing Number: 041000124	SWIFT CODE (US): PNCCUS33	Please include the show name, event code and your booth number if you are sending a physical check.
Bank Name: PNC Bank N.A., Pittsburgh, PA 15219 USA	Account Number: 42-6061-9772	SWIFT CODE (INTL): PNCCUS33	

TAX EXEMPT? Please submit tax exemption certificate to: orders@shepardes.com. If you are tax exempt, you must provide a tax exemption certificate for the state in which the event is being held.

TERMS & CONDITIONS

Las Vegas Antique Jewelry & Watch Show

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You are entering a contract which limits your possible recovery in case of loss or damage. The terms and conditions set forth below become a part of the contract between Shepard Exposition Services, and you, the Exhibitor.

Exhibitor is deemed to accept these terms and conditions when any of the following conditions are met:

Exhibitor materials are delivered to the Shepard warehouse or to a show or exposition site for which Shepard is the Official Show Contractor, or an order for labor and/or rental equipment is placed by the exhibitor with Shepard.

Definitions and Shepard Responsibilities: The name "Shepard" shall be construed within the meaning of this contract as Shepard Exposition Services, Inc. and its employees, officers, agents, and assigns including any subcontractors Shepard may appoint. The term "EXHIBITOR" refers to any party who contracts for services with Shepard. Shepard shall be responsible only for those services which it directly provides, and hereby agrees to execute its contracted duties in good faith. Shepard assumes no responsibility for any person, parties, or other contracting firms not under Shepard's direct supervision and control. Shepard shall not be responsible for loss, delay, or damage due to strikes, lockouts, work stoppages, natural elements, vandalism, acts of God, civil disturbances, power failures, acts of terrorism or war, or any other causes beyond Shepard's reasonable control; or for ordinary wear and tear in the handling of materials. Due to the security and liability requirements, Shepard personnel will unload all vendor materials from the loading docks to the booths. Exhibitors may not utilize powered mechanical equipment.

Indemnification: The exhibitor agrees to indemnify, forever hold harmless, and defend Shepard and its employees, officers and agents from and against any and all claims, causes of action, fines, penalties, damages, liabilities, judgments, and expenses on account of personal injury or death, damage to or loss of property or profits arising out of, or contributed to by any of the following: (1) exhibitor's negligent supervision of any labor secured through Shepard or the negligent supervision of such labor by any of the exhibitor's employees, agents, representative, invitees, and/or exhibitor appointed contractor (EAC); (2) exhibitor's negligence, willful misconduct, or deliberate act, or such actions of exhibitor's employees, agents, invitees, representatives, or EACs at the show to which this contract relates, including but not limited to the misuse, improper

use, unauthorized alteration, or negligent handling of Shepard equipment; or (3) exhibitor's violation of Federal, State, or Local ordinance; or violation of show regulations and/or rules as published by the Facility and/or Show Management.

Payments are due prior to delivery of services or equipment to EXHIBITOR unless other credit arrangements have been made. All payments shall be in U.S. currency, MasterCard, VISA, or American Express, debit cards, or check, provided there is sufficient customer credit in Exhibitor's form of payment to completely satisfy the amount owed by EXHIBITOR to Shepard. Undersigned authorizer acknowledges and agrees that all applicable charges for services rendered to the EXHIBITOR will be applied to the credit card on file in the event other form of payment is not tendered prior to the close of the trade show. In no instance shall any Exhibitor be extended credit beyond 30 days after the close of the Show. If there are any outstanding balances owed by EXHIBITOR to Shepard which have not been paid after 30 days following the close of the Show, then these unpaid balances shall bear interest at the rate of 1-1/2% per month (18% per annum). Exhibitor will be responsible for all charges incurred by Shepard while endeavoring to collect this account. If EXHIBITOR provides a credit card for payment and the credit card transaction is declined, EXHIBITOR hereby authorizes Shepard to process the outstanding balance in multiple smaller increments that total the amount of the outstanding payment obligation. In the event that a THIRD PARTY (AGENT) orders on behalf of the EXHIBITOR and the named THIRD PARTY does not discharge payment of the invoice prior to the last day of the show, charges will revert back to the EXHIBITOR. All invoices are due and payable upon receipt, by either party.

Show Site Orders: Services ordered at show site will require full payment at the time the order is placed. Purchase orders may not be used in lieu of payment. Regular prices will apply to all show site orders. Floor orders are limited to availability.

Third Party Orders: If you contract your work to a display or exhibit house and require services from Shepard, the payment policy stated above applies. Please pass this information on to them. A Third Party Payment form must be completed and submitted

three weeks prior to show opening. If your elected Third Party Provider fails to pay for Shepard Services, the exhibitor is still responsible for paying all invoices to Shepard.

Equipment Audits: EXHIBITOR should be advised that routine audits of Exhibitor booths for service usage are conducted during the Convention. Should the result of such an audit indicate that equipment or services is in fact being used that has not been paid for, the Exhibitor will be charged for the equipment or service at the applicable rate.

Exchanges and Cancellations: On-site exchanges and cancellations in orders will be assessed a 100% pick-up fee. Custom products: All orders cancelled by the exhibitor within 30 days of first day of exhibitor move in day may be subject to cancellation fees up to 100% of the total order, based upon the status of move-in, work performed and/or Shepard set-up costs or expenses. Equipment and Furnishings: There are no exchanges or refunds once item has been delivered to your booth. Cancellations must be received in writing 14 days prior to first exhibitor move in day. Labor: Cancellations must be received in writing before 48 hours of 1st day of exhibitor move in, otherwise a 1 hour per man ordered will apply.

Invoices: Prior to close of show, an invoice will be prepared and emailed to the booth contact on file for your review. Credits will be issued at show site only. If you have any questions or want to pay your invoice by check or cash, please see our customer service representatives at the service desk on-site.

Outbound Services: All outbound services will be processed on your credit card. A copy of the receipt and invoice will be mailed within 10 days of the close of the show.

Rental Responsibility: All materials are on a rental basis and shall remain the property of Shepard. The customer shall be held financially responsible for any damage to Shepard equipment used by the customer. Prices quoted are for the duration of the show and include installation, rental, and removal except where indicated. If skirting and carpet colors are not selected, show colors will prevail.

continued on the next page

TERMS & CONDITIONS (continued)

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International Customers: International customers must pay for all services in U.S. funds. A \$50 service charge will be added for processing checks or wire transfers drawn on foreign banks.

U.S. Wire Transfers: A \$25 service charge will be added for processing U.S. wire transfers. Please complete the wire transfer portion of the Method of Payment form. The credit card portion of the form must still be completed before your order will be processed.

Tax Exempt Status: If you are tax exempt in the state where the show is held, a copy of the certificate must accompany your order.

Tax Rates: State tax regulations and tax rates can change after the date of publication. Prevailing state tax rates will supersede any published rate.

Exhibitor Information: Exhibitor permits all contact information provided to Shepard to be used by Shepard and shared with other entities assisting in the production of the event in question. Facsimiles and email communications may include show information, promotional materials, advertising statements and other commercial notices. Permission may be revoked by the EXHIBITOR in writing.

Cancellation or Event Postponement: In the event the exposition or event is cancelled or postponed, Shepard reserves the right to charge for services rendered in preparation of the event or exposition as well as non-refundable costs incurred by Shepard.

Insurance: It is understood that Shepard is not an insurer. Insurance should be obtained by the EXHIBITOR. It is highly recommended that exhibitors arrange All Risk coverage which usually can be done by endorsements to existing policies. Exhibitor's materials should be insured from the time they leave their firm until they are returned after the close of the show. Insurance and liability against theft or property damage to equipment or exhibit material owned or rented by EXHIBITOR, or bodily injury occurring within the confines of Exhibitor's booth, remain the sole and complete responsibility of EXHIBITOR. Except where prohibited by law, the EXHIBITOR and its insurers waive all rights of recovery or subrogation against Shepard and their respective directors, officers, employees, and agents.

Claim(s) for Loss and Payment For Services: Exhibitor agrees that any and all claims for loss or damage shall be submitted to Shepard prior to the conclusion of the show when the alleged loss or damage occurred prior to that time, and in all cases within 30 days of the conclusion of the show. For claim reporting purposes, the "conclusion" of the show shall be construed as the end of the day on which exhibitor

must vacate the show site. All claims reported after the 30-day period will be rejected. In no event shall a suit or action be brought against Shepard more than one year after the date the loss or damage occurred. Payment for services may not be withheld. In the event of any dispute between Shepard and the exhibitor relative to any loss or damage claim, the exhibitor shall not be entitled to and shall not withhold payment for Shepard services as an offset against the amount of the alleged loss or damage. Any claim against Shepard shall be considered a separate transaction and shall be resolved on its own merit.

Limits of Liability: If found liable for any loss, Shepard's sole and exclusive maximum liability for loss or damage to Exhibitors materials and Exhibitor's sole and exclusive remedy is limited to \$.50 (USD) per pound per article with a maximum liability of \$100.00 (USD) per item, or \$1,500.00 (USD) per shipment whichever is less. All shipment weights are subject to correction and final charges determined by the actual or re-weighted weight of the shipment. Shepard shall in no event be liable for collateral, exemplary, indirect costs or damages, or loss of sales resulting from, or related to, a claim for loss of or damage to material.

Inbound and Outbound Shipments: Consistent with trade show industry practices, there may be a lapse of time between the delivery of shipment(s) to the booth and the arrival of the exhibitor or his representative. During such time, the materials will be left unattended. Shepard is not, and cannot be, responsible for loss, damage, theft, or disappearances of exhibitor's materials after same have been delivered to the exhibitor's booth. Similarly, there may be a lapse of time between the completion of packing and the actual pick up of exhibitor's materials from the booth for loading onto a carrier. During such time, the materials will be left unattended. Shepard shall not be responsible for loss, damage, theft, or disappearance of exhibitor's materials before same have been picked up for loading after the show. All materials will be checked at the booth at the time of loading using document(s) submitted by the exhibitor and notations of exceptions to conditions of materials or piece counts will be made on said document. Shepard assumes no responsibility for loss, damage, theft, or disappearance of exhibitor's materials after same have been delivered to exhibitor's appointed carrier or agent for transportation after the show. Shepard loads materials onto the carrier's truck under the supervision of the carrier driver who checks and signs for the materials. Shepard assumes no liability for any materials after the carrier assumes custody of materials. If exhibitor's designated carrier fails to show by the move out deadline after a show, Shepard shall have the authority to route exhibitor's shipment via an alternate carrier, or return shipment to a local warehouse for disposition at exhibitor's expense.

Packaging, Crates, and Empty Containers: Shepard shall not be responsible for surface damage to loose or uncrated materials, pad-wrapped, or shrink-wrapped materials. Shepard shall not be responsible for concealed damage, damage to carpets in bags or poly, or damage to materials improperly packed. Shepard shall not be responsible for crates and packaging unsuitable for handling, partially assembled, or having prior damage. Affixing "Empty" storage labels to containers is the sole responsibility of the exhibitor or their representative. All previous labels should be removed. Shepard assumes no responsibility for removal or mis delivery of containers with old labels or incorrect information on labels or for loss or damage to materials stored in containers labeled "empty."

COVID-19 CANCELLATION POLICY

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Cancellation Policy Statement for Exhibitors on Events Impacted by Coronavirus

(COVID-19) The impact of COVID-19 has been unlike anything our live events industry and the global community have ever experienced. We understand that our exhibitors are disappointed in the lost opportunity to connect with attendees and grow their businesses. Due to these unprecedented circumstances, we have temporarily revised our policy to support our customers.

This policy will apply to events that cancel prior to Shepard's commencement of moving in the event:

- We will offer 100% refunds on standard furnishings, accessories, executive furnishings and standard carpet/padding. Custom products such as premium, special cut carpets and graphics will be refunded at 70-100%, based on cancellation date.
- Custom rental exhibits will be refunded based on cancellation date and production status.
- We will charge for work performed on labor, material handling and transportation.
- Custom fabrication items are non-refundable.
- All products/services not listed above will be charged per contracted terms.
- The Shepard customer services team will reach out to exhibitors to assist with freight, as well as answer any questions regarding orders. They will be able to assist on both cancelled and postponed shows.

Frequently Asked Questions

How do I cancel my order?

As soon as we are informed of a cancelled event, we will begin working through canceling orders. You will be emailed a final invoice showing any applicable charges and/or credits.

If I just sent in my order, will it be processed, and will my card be charged?

If we have been notified by the event organizer that the event has been cancelled, we will not process the order.

When will I get a refund?

If a refund is due, we will send a check for monies due to the address on file. Wire transfers will be refunded and issued by the Shepard Accounts Receivable department as soon as invoices are finalized.

Will I still be charged material handling for my shipment?

Yes, material handling charges will apply and will be based on where your freight was shipped and if it had been taken to show site by the time of cancellation.

I already shipped my freight to the Shepard advance warehouse or the event. Can you send it back to me?

Yes, with the shipment already in our possession, we can easily return your freight to the destination of your choice using Shepard Logistics. Please contact us at logistics@shepardes.com.

Shepard reserves the right to modify this and other policies at any time.

SAFETY FIRST PLAN

CREATING SAFE & SUCCESSFUL LIVE EVENTS IN A COVID WORLD.

Changes are taking place at our events.
With Shepard, You Can.

To support the production and maintenance of clean and healthy environments—both at Shepard offices and event sites—we've implemented a series of solutions and standards for all associates and event personnel.

Our Commitment!

Shepard is committed to partnering with our facility, organizer and vendor partners to implement an enhanced safety environment.



Masks Required

Associates and union personnel are required to wear a mask while working at Shepard offices and event sites.



Health Screening

Associates and union personnel are required to complete a daily health screening before reporting in for work.



Temperature Check

Shepard is conducting a temperature check for all personnel entering Shepard offices and event sites.



Hand Hygiene

Personnel is required to follow hand hygiene protocols placed in all restrooms and break areas.



Safety Signage

Shepard signage with health and safety reminders are placed at entrance and exit points.



Hand Sanitizing Stations

Hand sanitizing stations are placed at Shepard check-in areas and work stations.



Exhibitor Service Center

Area has enhanced safety measures, including sneeze guards to protect customer service associates and customers during all interactions.



Daily Safety Briefings

We have incorporated COVID-19 preventative practices into existing daily safety briefings.



Social Distancing/No Contact Rule

Personnel is encouraged to keep a distance of at least 6 feet away from other associates in all areas. Please refrain from physical contact greetings.



COVID-19 Training

All associates are required to complete training and courses on COVID-19 safety and infectious disease prevention.



Team Meeting Areas

General meeting areas will follow social distancing guidelines and any additional preventative measures.

DEADLINE: TUESDAY, MAY 10, 2022

Return this form when a third party (any party other than exhibiting company) should be billed for services. Both parties **MUST** sign this form indicating acceptance; otherwise, request will be denied.

When a third party is handling your display and/or paying for any services on your behalf, we will agree to this third party arrangement if the following payment is agreed upon and all signatures are properly completed. By signing this form, both parties agree and understand that the exhibiting firm is responsible for all charges. **In the event that the named third party does not make payment by show close, Shepard will be paid by the exhibiting firm on demand at show site.** The show site invoice may or may not include any outbound services, such as additional material handling, rigging, and/or shipping charges.

Step 1. Provide the exhibiting company contact information and signature.

EXHIBITING COMPANY NAME: _____ BOOTH NUMBER: _____

EXHIBITING COMPANY ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

CONTACT EMAIL ADDRESS: _____ PHONE NUMBER: _____

EXHIBITING COMPANY AUTHORIZED NAME (please print): _____

SIGNATURE FROM EXHIBITING COMPANY: _____

Step 2. Check services below to bill to the third party.

☐ **ALL SERVICES**

☐ Booth Cleaning

☐ Material Handling

☐ Carpet

☐ Furniture

☐ Exhibit Rentals

☐ Overhead Rigging/Labor

☐ Installation/Dismantling Labor

☐ Logistics/Transportation

Other (please specify): _____

Step 3. Provide third party contact information.

3RD PARTY COMPANY NAME: _____

CONTACT NAME: _____

EXHIBITING COMPANY ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

CONTACT EMAIL ADDRESS: _____ PHONE NUMBER: _____

Step 4. Complete your payment information online.

Login to your account at <https://www.shepardes.com/payment-methods> and choose the event you are submitting payment for.

DEADLINE: TUESDAY, MAY 10, 2022

This form is to be completed by the Exhibitor and returned to Shepard by the deadline date noted above.

EXHIBITING COMPANY NAME: _____ BOOTH NUMBER: _____

CONTACT EMAIL ADDRESS: _____ PHONE NUMBER: _____

An Exhibitor Appointed Contractor (EAC) is a company other than the "general or official" service provider on the show that requires access to your booth during installation and dismantling. The EAC may only provide services in the facility that are not designated by the facility as "exclusive" to a designated provider, or by the event organizer in a contract as an exclusive service for the "general or official" service provided or other third party.

No EAC will be allowed to work in an exhibitor's booth if this EAC form, a valid form of insurance, a third party Method of Payment form and an exhibitor Method of Payment is not completed by an authorized representative and received by Shepard by the due date indicated above. The Form must be completed for every third party (as well as any other ordering third party ordering or requesting services from Shepard on behalf of exhibitor) at the above event. Multiple booths are not to be listed on one form. If form is not submitted by deadline date, the EAC will not be allowed to perform work in the hall except to supervise the official contractor provided labor.

EXHIBITOR APPOINTED CONTRACTOR: _____

CONTACT NAME: _____ PHONE NUMBER: _____

STREET ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

DESCRIPTION OF PROPOSED SERVICE FOR EXHIBITOR: _____

The EAC hired by the exhibitor must, by the deadline date, provide Shepard with a current Certificate of Insurance with minimum limits of \$500,000 property damage per occurrence, \$1,000,000 personal injury per occurrence, workers compensation aggregate coverage of \$1,000,000 per occurrence, and naming Shepard Exposition Services as the certificate holder for the time period of the event, including move-in and move out days. Listing Shepard Exposition Services as an additionally insured only will not be accepted, and may prevent EAC from working on the premises. If EAC does not have minimum coverage and proper documentation, they will be subject to employing Shepard Exposition Services for labor services.

The EAC must abide by the rules and regulations of the show and all pertinent union regulations.

EAC employees must wear approved identification badges at all times while in the work area. Badge will be issued at show site to authorized contractor representatives when all requirements have been met.

The EAC must confine its operations to the exhibit area of its clients. No service desks, storage areas or other work facilities will be located anywhere in the facility. Show aisles and public areas are not part of the Exhibitor's booth space.

Solicitation of business by EAC is strictly prohibited. EAC companies discovered soliciting will be removed from the show floor and the exhibitor will not be able to use that EAC for the remainder of the event.

The EAC must have all business licenses, work permits and insurance required by State and City governments and Facility Management before beginning work, and shall provide Show Management with evidence of compliance.

If required, the EAC must be able to provide evidence that it has current and applicable labor contracts and must comply with all labor agreements and jurisdictions. The EAC must not jeopardize the production of the event by any act or practice that would lead to work stoppages, strikes or labor disputes.

EACs agrees to keep all No Freight Aisles clear at all times. If SES is required to rearrange any material situated in a clearly No Freight Aisle, the exhibitor or the EAC depending on billing arrangements will be a charged a 1 hour minimum forklift rental and labor.

EXHIBITOR SIGNATURE: _____

With Shepard, You Can.

CONTACT NAME: _____ CONTACT EMAIL ADDRESS: _____

ABOVE BOOTH NUMBER: _____

[illegible]

BELOW BOOTH NUMBER: _____

SHIPPING VS. MATERIAL HANDLING

Make freight management easy.
With Shepard, You Can.



What is shipping?

Shipping is the process of a carrier picking up items from your office or any place of origin and transporting it to the dock of either the advance warehouse or event facility. Shipping is separate from Material Handling. Exhibitors may use any carrier they want, including Shepard Logistics.



What is material handling?

Material Handling is the process of receiving a shipment from your carrier and managing on-site handling of the shipment through the event cycle. It is a standard event procedure with associated costs typically based on shipment weight.

Material Handling Process:

- Unloading freight from your carrier once it arrives at the receiving dock.
- Transporting freight from dock to your booth space.
- Removing empty shipping containers (boxes, crates and pallets) from your booth.
- Temporarily storing your empty shipping containers during the show.
- Returning empty shipping containers to your booth at the close of event.
- Transferring your freight back to the loading dock.
- Loading your freight into your carrier's delivery vehicle for return shipping.

One easy way to keep charges low?

Consolidate. Whether you ship to the advance warehouse or directly to show site, it is in your best interest to consolidate your shipment as much as possible. Each shipment that arrives separately is assessed the minimum charge.

So, keep your charges low by skidding items so that they are sure to arrive together.

SHEPARD LOGISTICS

EFFICIENT. ON-TIME. GUARANTEED.

Enjoy convenience and confidence.
With Shepard Logistics, You Can.

Shepard Logistics is the official event carrier. Our dedicated team of logistics specialists will provide you with personalized and efficient shipping solutions to make sure your freight arrives on time.



Inbound & Outbound Services

- Small package
- Standard ground
- Next Day, 2-Day, and 3-Day service levels
- Air-ride
- Flatbed
- Dedicated truckload
- Volume discounts
- Caravan services



Material Handling

- Handle-with-care approach
- On-time delivery
- Fast resolution in case of damage
- Signature series material handling 10% discount to all round-trip customers



Value-Added Services

- Personalized service
- Priority empty return for all inbound with Shepard Logistics
- Transparent quotes with no hidden fees
- Available 7-days a week
- Late fees waived at Shepard events
- Outbound shrink wrap at no charge
- Shepard Logistics personnel on-site at your service for assistance

Ship Roundtrip with Shepard Logistics and receive a 10% discount on Material Handling*

*Discount does not apply to shipments considered small package, local deliveries, "Light Weight" shipments, or shipments over 10,000 lbs. Roundtrip SLS shipping is required to qualify for discount. (35572)

Step 1. Complete exhibiting company information.

EXHIBITING COMPANY NAME: _____ BOOTH NUMBER: _____

CONTACT NAME: _____ PHONE NUMBER: _____

CITY: _____ STATE: _____ ZIP CODE: _____

EMAIL ADDRESS: _____

Step 2. Where are we picking up the shipment?

COMPANY NAME: _____

STREET ADDRESS: _____ PHONE NUMBER: _____

CITY: _____ STATE: _____ ZIP CODE: _____

Is there a loading dock? ☐ Yes ☐ No

Is the building in a residential area? ☐ Yes ☐ No

Do we need a lift gate on our truck? ☐ Yes ☐ No

Do we need to go inside your office to pick up your items? ☐ Yes ☐ No

Any thing else we should know about your building?

Step 3. When are we picking up the shipment?

DATE: _____ HOURS OF OPERATION: _____

Step 4. Where is the shipment going?

☐ Advanced Warehouse ☐ Direct to Facility/Show Site

Step 5. What are we shipping?

QTY	ITEM	LENGTH	WIDTH	HEIGHT	WEIGHT
	Crates				
	Cartons (cardboard)				
	Cases/Trunks				
	Skids/Pallets				

QTY	ITEM	LENGTH	WIDTH	HEIGHT	WEIGHT
	Carpet (color)				
	Monitors				
	Other				
TOTAL					

Step 6. What type of service is need (how fast do you need it)?

☐ Standard Ground ☐ 2nd Day Air ☐ Next Day Air ☐ Other (Truckload, Specialized) _____

Service level may be changed to meet delivery date. Order must be received within 24 hours of requested pick up date.

Step 7. After the event is over, are we shipping it back to you?

☐ YES! ☐ No, I will arrange another carrier.

EXHIBITING COMPANY NAME: _____ BOOTH NUMBER: _____

STREET ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

A credit card must be on file to order Shipping Services. Please complete the Method of Payment form. Shipping services do not include material handling charges at show site. Material handling fees will be charged to the credit card on file.

All outbound shipments require a Shepard Outbound Material Handling Authorization (MHA) form and shipping labels. Shepard offers complimentary pre-printing of these items. To take advantage of this service, please complete this request and submit to Shepard. Your pre-printed MHA and labels will be delivered to your booth prior to the close of the show.

Note: All third parties must pick up MHA/labels at the Shepard Service Desk.

**\$\$\$\$\$
SAVING TIP!**

Use Shepard Logistics for inbound and outbound and receive a discount on your Material Handling fees!

Step 1. Complete exhibiting company information.

EXHIBITING COMPANY NAME: _____ BOOTH NUMBER: _____

CONTACT NAME: _____ PHONE NUMBER: _____

EMAIL ADDRESS: _____

Step 2. Where is the shipment going?

COMPANY NAME: _____

STREET ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

Step 3. How many pieces are in your shipment?

OF CRATES: _____ # OF SKIDS: _____ # OF CASES: _____ # OF CARTONS: _____ APPROX. TOTAL WEIGHT: _____

Step 4. What are we shipping?

QTY	ITEM	LENGTH	WIDTH	HEIGHT	WEIGHT
	Crates				
	Cartons (cardboard)				
	Cases/Trunks				
	Skids/Pallets				

Is there a loading dock? ☐ Yes ☐ No

Is the building in a residential area? ☐ Yes ☐ No

Do we need a lift gate on our truck? ☐ Yes ☐ No

Do we need to go inside your office to pick up your items? ☐ Yes ☐ No

QTY	ITEM	LENGTH	WIDTH	HEIGHT	WEIGHT
	Carpet (color)				
	Monitors				
	Other				
TOTAL					

Any thing else we should know about your building?

Step 5. How many labels do you need? _____

Step 6. Who is picking up your shipment?

☐ Official Show Carrier: SHEPARD LOGISTICS ☐ Other (Truckload, Specialized) _____

If selecting a carrier other than Shepard Logistics, you must schedule the pickup. This includes Fed Ex, UPS, etc. If using FedEx or UPS you must have and apply their shipping labels.

Step 7. What type of service is need (how fast do you need it)?

☐ Ground ☐ 2nd Day ☐ Expedited Ground (3-5 Days) ☐ Overnight

Step 8. What do we do with your items if your carrier doesn't show up?

☐ Send out via Shepard Logistics or available carrier ☐ Return to warehouse for pickup, \$400 minimum charge

In order to process your order, we require payment on file. Please complete the Method of Payment and return to Shepard Exposition Services. If you have already placed an order with Shepard, we will automatically use the credit card on file for your company.

Print at least one advanced shipping label for each box. Include the exhibiting company name and booth number. If you are creating your own labels, make sure the same information below is on your labels.

ADVANCED WAREHOUSE	 Shepard
	ADVANCED WAREHOUSE
	TO:
	_____ (Exhibiting Company Name)
	_____ (Exhibiting Company Booth Number)
RUSH	c/o Shepard Exposition Services 5845 Wynn Road, Suites A,B,C,D Las Vegas, Nevada 89118
	FOR:
	Las Vegas Antique Jewelry & Watch Show
	Delivery Hours: Monday - Friday, 8:00AM - 4:00PM
	First day freight can arrive without a surcharge: Tuesday, May 10, 2022
	Last day freight can arrive without a surcharge: Wednesday, June 1, 2022

Print at least one advanced shipping label for each box. Include the exhibiting company name and booth number. If you are creating your own labels, make sure the same information below is on your labels.

**DIRECT TO
SHOW SITE**

RUSH

 **Shepard**
DIRECT TO SHOW SITE

TO:

(Exhibiting Company Name)

(Exhibiting Company Booth Number)
**c/o Shepard Exposition Services
Las Vegas Convention Center
3150 Paradise Road
Las Vegas, NV 89109**

FOR:
Las Vegas Antique Jewelry & Watch Show

MUST NOT BE DELIVERED PRIOR TO:
Wednesday, June 08, 2022| 8:00AM

Ship Roundtrip with Shepard Logistics and receive a 10% discount* on Material Handling

* Discount does not apply to shipments under 100 lbs. or shipments over 10,000 lbs. and local deliveries. Roundtrip SLS shipping is required to qualify for discount. (35572)

What is Material Handling? Material Handling is the unloading and delivery of exhibit freight to the exhibitor's booth on the show floor, the storage of empty containers, the return to booth for packing, and the loading back onto the exhibitor's outbound carrier. This is an automatic service and is billed based on weight. This service, whether used completely or in part, are billed as a package.

Per Pound Material Handling Rates All rates are per one pound. There is no minimum charge. Certified weight tickets are required on all shipments. The rates stated are blended to include overtime based on the schedule at publication. Changes in schedule or if your carrier delivers your freight outside of these hours may result in additional fees.

How to Calculate Material Handling Services Material handling, whether used completely or in part are offered as a round trip service. The weight on your certified weight ticket is the amount you will be charged X the per pound material handling rate.

Advanced Warehouse Shipments**

** Single pieces over 5000 pounds, machines or uncrated items cannot be accepted at warehouse.

FIRST DAY FREIGHT CAN ARRIVE: Tuesday, May 10, 2022

LAST DAY FREIGHT CAN ARRIVE: Monday, June 6, 2022

CODE	ITEM	WEIGHT	PRICE/LB.	TOTAL
35010	Crated ONLY	X	\$1.50	

Direct to Facility/Show Site Shipments***

*** Large pieces of machinery and uncrated shipments can be accepted at show site.

FIRST DAY FREIGHT CAN ARRIVE: Wednesday, June 8, 2022

CODE	ITEM	WEIGHT	PRICE/LB.	TOTAL
35030/35043	Crated or Uncrated	X	\$1.50	

Other Material Handling Services

CODE	ITEM	WEIGHT	PRICE/LB.	TOTAL
35490	Banding Service Per 4x4 Skid/Pallet	X	\$75.00	
35491	Shrink-wrap Service Per 4x4 Skid/Pallet	X	\$75.00	

TOTAL ESTIMATE \$ _____

TAX (All tax rates are subject to change) 8.38%

AMOUNT DUE \$ _____

Only Shepard personnel are allowed to operate mechanical equipment. We understand that your calculation is only an estimate. Invoicing will be calculated from actual certified weight ticket or reweigh ticket on inbound material handling receiving report. Adjustments will be made accordingly. Any adjustments to charges must be made at show site. Acceptance of said terms and conditions will be construed when any of the following conditions are met: This Material Handling Agreement (MHA) is signed; Exhibitor's materials are delivered to Shepard's warehouse or to an event site for which Shepard is the Official Show Contractor or an order for labor and/or rental equipment is placed by Exhibitor with Shepard. Please be aware that disposal of exhibit properties is not included as part of your material handling charges. Please contact Shepard for your quoted rates and rules applicable to disposal of your exhibit properties. **All Material Handling charges are billable and will be charged to the credit card on file.**

COMPANY NAME: _____ BOOTH NUMBER: _____

CONTACT NAME: _____

EMAIL ADDRESS: _____



Email completed form to: orders@shepardes.com

ALL INCLUSIVE MATERIAL HANDLING

Shepard Exposition Services is the sole provider of Material Handling Services. Exhibitors or their hired EAC/Carriers may not deliver freight to exhibit spaces or operate any type of mechanical or powered equipment.

Special Handling Definitions

This is included in your per pound rate.

Shipments received that are packed in a manner as to require additional handling/labor are deemed special handling. Examples of shipments falling into this category would be constricted space unloading, ground unloading, stacked shipments, designated piece unloading, shipment integrity, mixed shipments, no bill of lading or documentation, carpet/pad only shipments.

Constricted Space

Freight packed in trailer to full capacity. Shipments are not easily accessible because trailer is loaded by cubic space, or top to bottom and side to side.

Stacked Shipments

Shipments with multiple pieces stacked on top of one another throughout the majority of the truck or trailer requiring unstacking during the unloading process.

Mixed Shipments

Mixed shipments are shipments that contain a mixture of uncrated and crated materials, and the uncrated portion is minimal deeming the shipment special handling but not uncrated. But in cases where greater than 50% of the load by volume is uncrated the load will be categorized as uncrated.

Shipment Integrity

Shipments loaded on a carrier in a manner requiring separating or sorting to reestablish the integrity of each shipment.

Carpet/Pad Only

Carpet and/or pad only shipments are time and labor intensive, and require additional manpower and tools (e.g. carpet poles, flatbed carts or scooters, dollies).

No Documentation

Shipments received from small package carriers (including, among others, Fed Ex, UPS, & DHL) that are delivered without documentation or bills of lading that require additional sorting, processing, and tools for delivery.

Designated Piece Unloading

Shipments loaded in such a manner that require the unloading/loading crew to be directed by driver remove items in a particular order, or unloading and reloading items to reach certain pieces behind others remaining on the trailer.

Padded Van Deliveries

This applies to van line carriers that transport freight at cubic displacement rates, operate a non-standard dock height equipment, require freight on the truck to be unloaded in a specific order or orientation, or require that freight on the truck be moved to unload the actual delivery.

Disposal Fee

A disposal fee & minimum 1 hr. labor will be charged for all booth materials (booth displays, flooring, etc.) that are left unclaimed after show move out.

Overtime/Double-time

This is included in your per pound rate.

SURCHARGE: Overtime: 30% • Double Time: 50%

Shipments that are moved and/or handled on overtime and/or double time hours will incur a surcharge based on the handling times noted on the receiving/shipping documents. Drivers picking up outbound shipments will be sequenced for loading ONLY after a bill of lading is submitted to the Shepard Service Desk AND the driver has checked in.

Warehouse Overtime/Double-time

This is included in your per pound rate.

SURCHARGE: Overtime: 30% • Double Time: 50%

Advanced shipments may be received during straight time hours at the warehouse location, however an overtime/double time surcharge may be applied to an advanced warehouse shipment due to required delivery schedule based on show move-in and move out hours beyond our control. This would also be true if freight was received after hours at the warehouse trapping facility.

Early/Late Shipments to the Warehouse

SURCHARGE: 25% • 35003

A surcharge will apply to shipments not arriving within the published dates (refer to Show Information page for dates) for advance warehouse or arriving on show site after show opening. Any shipment arriving to show site after show open will be charged a surcharge.

Uncrated Shipments

This is included in your per pound rate.

Rate as shown on Material Handling Rate Form

An additional charge of 50% (or as stated on Material Handling Authorization page) of the applicable material handling charge at the time of delivery shall be charged for all loose, uncrated, or unprotected shipments received at the show site docks. The charge is a one-time charge that includes both move-in and move out of the show, and is based on the weight of the shipment handled.

Off-Target Deliveries

SURCHARGE:

15% • 35004

For targeted shows (exhibitors who received/ requested a Targeted Date/Time), a surcharge will apply if shipment is not delivered (or carrier has not checked in) during assigned target date/time.

Marshaling Yard

This is included in your per pound rate.

FEE:

\$30 per Shipment • 35250

Where Shepard Exposition Services as the show contractor must lease space for Marshaling Yard operations because no space is provided by the facility, Shepard may charge a one time fee per shipment processed inbound and/or outbound through the Marshaling Yard.

Reweigh of Shipments

This is included in your per pound rate.

FEE:

\$25.00 per forklift load • 35282

An additional charge per forklift load will be applied to shipments that have to be reweighed at the dock due to the lack of a certified weight ticket, or an incorrect or understated weight on a delivery document.

Empty Crate Storage

FEE:

\$25.00 per piece • 35105

A charge per crate, carton or skid applies when Shepard handles the storage and return of empties from a shipment not received by Shepard and therefore not subject to material handling charges.

Light Weight Shipments

Shipments weighing 40 lbs. or less will qualify for the light weight shipment rate. Shipments exceeding 40 lbs. will be billed standard Material Handling fees at the prevailing show rates. All shipments must have certified weight tickets.

Envelope Deliveries

FEE:

\$10.50 per envelope • 35007

During show hours at the show facility, a charge will apply to receiving and delivering envelope packages to your booth.

Priority Empty Labels

FEE:

\$75.00 per label • 35064

Limited quantities available on a per event basis.

Mobile Spotting

FEE:

\$200 per round trip

All vehicles must be escorted in and out of building by Shepard personnel.

ALL INCLUSIVE MATERIAL HANDLING 101

Shepard Exposition Services is the sole provider of Material Handling Services. Exhibitors or their hired EAC/Carriers may not deliver freight to exhibit spaces or operate any type of mechanical or powered equipment. Material handling is a billable service.

What is material handling (also referred to as drayage)? Material handling is the process of unloading your freight from your shipping carrier, either at the warehouse or show site, delivering it to your booth, storing your empty containers (empties) if required, returning of your empties at the close of show, and then reloading your freight back onto your shipping carrier.

What is the definition of "freight"? Any exhibit materials shipped or delivered to the advance warehouse or show facility via shipping carrier, POV, or delivery truck.

What is the difference between material handling and shipping? Shipping is the process of transporting your shipment from its origin to its final destination. Material handling begins at the time your shipment arrives to the docks (please refer to "What is material handling?" for the full definition.) These are 2 different items and are billed differently.

Do I need to order a forklift to unload or reload my freight? No, please do not order a forklift for unloading/reloading of your materials.

What does CWT mean? CWT is an acronym for Century Weight.

What determines how much I'm charged? Charges are based on certified inbound weight ticket included with your shipment as well as the type of service required.

How do I calculate material handling charges? Material handling, whether used completely or in part are offered as a round trip service. When recording weight, round up to the next 100 lbs. EXAMPLE: 285 lbs. = 300 lbs./100 lbs. = 3 X RATE = \$ Amount or minimum charge, whichever is greater.

Will there be any additional charges? Additional charges may apply. Please review the Material Handling Authorization and Material Handling Additional Services forms included in the manual for all applicable fees.

What are Light Weight shipments? All shipments regardless of carrier that weigh 40 pounds or less. Shipments need to have certified weight tickets or other verifiable weight noted upon delivery. Shipments without certified weight tickets may be subject to special handling or reweigh fees. Packages that arrive separately at different times or days will be billed separately.

All shipments, regardless of carrier, weighing 41 lbs. and up will be billed using the standard material handling rates listed in the kit and billed at a 200 lb. minimum.

How do I calculate my Light Weight shipment?

Charges for Light Weight shipments are total shipment weight, per delivery. Any shipment above 40 lbs. will not qualify for this rate. Please be advised that your whole shipment may not arrive to its destination at one time. Therefore you may be charged per each delivery.

What are Crated Materials? Materials delivered that are skidded or in a container that can easily be unloaded/reloaded with no additional handling required.

What are Uncrated Materials? Materials delivered that are loose, pad-wrapped or unskidded without proper lifting bars and/or hooks.

What is Special Handling? Shipments received that are packed in a manner as to require additional handling/labor are deemed special handling. Examples of shipments falling into this category would be constricted space unloading, ground unloading, stacked shipments, designated piece unloading, shipment integrity, mixed shipments, no bill of lading or documentation, carpet/pad only shipments.

What are Advanced Shipments? All shipments that are addressed to the advance warehouse address (please refer to "Advance Warehouse" shipping labels included in this manual). Shepard will begin accepting your shipments 30 days prior to first show open day (date may vary depending on show schedule).

The warehouse will receive shipments Monday-Friday, 8:00 AM - 4:00 PM, excluding holidays. Shipments must arrive by advanced warehouse deadline date to avoid late surcharge. (Please refer to the "Show Information" page included with this manual for deadline date.)

Crates, cartons, skids, fiber cases, and carpets can be accepted at the warehouse, but DO NOT ship crates weighing over 5,000 lbs., loose/uncrated shipments and/or machinery to warehouse. You must ship those items direct to show site.

All shipments must have a bill of lading or delivery slip indicating number of pieces and weight. Certified weight tickets required.

All shipments must be prepaid, no collect on delivery shipments will be accepted.

What are Direct Shipments? All shipments that are addressed directly to the exhibit facility (please refer to "Direct to Show" shipping labels included in this manual).

Shipments must arrive during published exhibitor move-in times only. Do not ship direct to show site in advance. If delivery cannot be guaranteed to arrive during exhibitor move-in, shipment must go to advance warehouse.

All shipments must have a bill of lading or delivery slip indicating number of pieces and weight. Certified weight tickets required.

Crates weighing over 5,000 lbs. or loose/uncrated shipments must be shipped direct to show site to arrive during exhibitor move-in times.

All shipments must be prepaid, no collect on delivery shipments will be accepted.

What is and why would I need liability insurance? Accidents happen, therefore, most show organizers and facilities require liability insurance. Please refer to your booth contract for exact minimums required.

Please make sure your materials are covered from the moment they leave your company location to the time they return after the close of the show.

If applicable, included in your manual is information and an application for liability insurance and booth coverage can also be purchased to protect your valuable exhibit materials.

Outbound Shipping You must complete a Shepard Material Handling Agreement (MHA) for all outbound shipments. A MHA will be distributed at show site if all services have been paid in full, or you can request one at the customer service desk.

Upon completion of packing and labeling of your materials, complete the bill of lading (MHA) with all required information, and return to the customer service desk. If you have questions on how to complete your bill of lading (MHA), please ask a Shepard customer service representative located at the customer service desk.

If you are NOT using the designated show carrier, you must call your carrier with pick-up information. If your carrier fails to pick up your shipment, Shepard Logistics will either reroute your freight through the carrier of our choice or return to the local warehouse (whichever is indicated on your MHA).

Equipment. Exhibitors or their EACs may not utilize or operate any type of material handling mechanical or powered equipment. If you need assistance, please contact us to order labor and equipment.



Cartload Service provides service to exhibitors arriving in personally owned vehicles (POVs) and have small hand-carried items that need to be delivered to and from the dock/booth location. Exhibitors may not utilize mechanical or powered equipment to unload their items.

Cartload Service includes:

Includes:

- One laborer
- One cart
- One trip (per rate listed below)

Please remember:

- If you arrive with a truck, van, trailer, or truck with trailer filled with exhibit material you will not qualify for this service and will be redirected.
- No personal trucks (one (1) ton & over), no rental trucks, trailers, or bobtails will be unloaded through cartload service.
- All items must fit on flat bed cart (approximately 3' x 4' in size) and weigh less than 200 pounds. If items are designated by Shepard personnel to be too large or too heavy, materials will be billed at regular material handling rates.
- Your vehicle must unload on the receiving dock of the exhibit hall. Shepard personnel will direct vehicles. The cart is not authorized to enter or go to any parking structure. There must be two (2) people with the vehicle; one person to go with your product to the booth space and one person to remove your vehicle from the unloading area to the parking area.

Labor Hours

Straight Time (ST): Monday - Friday | 8:00AM - 5:00PM

Overtime (OT): Monday - Friday | 5:00PM - 8:00AM. All hours Saturday and Sunday

Double Time (DT): Holidays

Holidays: NY Eve, NY Day, ML King Day, Easter, Memorial Day, 4th of July, Labor Day, Thanksgiving, Christmas Eve, Christmas Day.

CODE	ITEM	# OF TRIPS	RATE	TOTAL
35151	Dock to Booth ST		\$110.70	
35152	Booth to Dock ST		\$110.70	
35153	Dock to Booth OT		\$156.45	
35154	Booth to Dock OT		\$156.45	

TOTAL ESTIMATE \$ _____

TAX (All tax rates are subject to change) 8.38%

AMOUNT DUE \$ _____

Only Shepard personnel are allowed to operate mechanical equipment. No refunds or exchanges once service has been rendered. Cancellations must be received in writing within 48 hours of first day of exhibitor move in.

COMPANY NAME: _____ BOOTH NUMBER: _____

CONTACT NAME: _____

EMAIL ADDRESS: _____

PERSONALLY OPERATED VEHICLE (POV) UNLOADING INFORMATION

Shepard Exposition Services has the responsibility of receiving and handling all the exhibit materials and empty crates that come in via over the road carriers. It is Shepard's responsibility to manage the docks and schedule vehicles for the smooth and efficient move-in and move out of the exhibition. Shepard will not be responsible for any materials they do not handle.



The types of vehicles shown to the left are considered POVs and will be allowed to unload/load in the designated POV ramp area after checking in at the marshaling yard.



✓ **ALLOWED POVs INCLUDE:**

- Passenger Automobile
- Mini Van
- SUV
- Pick-up Truck



Please refer to the Labor Rules and Regulations page for additional information and guidelines.



The types of vehicles shown to the left are considered rental trucks and trailers and will not be allowed access to the dock spaces to self unload/load. Vehicles like shown at the left will be unloaded by dock personnel and not by exhibitors. **NOT ALLOWED IN THE DOCK AREA:**



NOT ALLOWED IN THE DOCK AREA:

- ✗ Trailers of any kind
- ✗ No Step Van/Box Truck
- ✗ Full Size Vans



Exhibitors may not operate or utilize any type of powered and mechanical equipment. See examples to the left of equipment that can and cannot be used.



✓ **ALLOWED:**

- Hand Carried Boxes



NOT ALLOWED:

- ✗ 2-wheel or 4-wheel Hand Carts
- ✗ Pallet Jacks



DISCOUNT DEADLINE:* THURSDAY, MAY 19, 2022

* Order with complete Method of Payment must be received before Discount Deadline date to receive discounted pricing.

Labor Hours

Straight Time (ST): Monday - Friday | 8:00AM - 5:00PM
Overtime (OT): Monday - Friday | 5:00PM - 8:00AM. All hours Saturday and Sunday
Double Time (DT): Holidays
Holidays: NY Eve, NY Day, ML King Day, Easter, Memorial Day, 4th of July, Labor Day, Thanksgiving, Christmas Eve, Christmas Day.

Step 1: Describe the work.

☐ Uncrating Materials ☐ Spotting Equipment ☐ Booth Work/Ground Rigging
 Will you need: ☐ Straps ☐ Extended Blades Weight of Heaviest Piece: _____

Step 2. When are we moving it?

(times are not guaranteed)

Install Date/Time: _____

Dismantle Date/Time: _____

Step 3. Choose your lift size.

FORKLIFT RENTAL - UP TO 5,000 LB. CAPACITY						
CODE	ITEM	QTY	ONLINE	DISCOUNT	REGULAR	TOTAL
35028	ST Hourly Rental		\$334.65	\$384.85	\$431.05	
35039	OT Hourly Rental		\$417.35	\$479.95	\$537.55	
35067	DT Hourly Rental		\$500.10	\$575.10	\$644.10	

FORKLIFT RENTAL - UP TO 10,000 LB. CAPACITY						
CODE	ITEM	QTY	ONLINE	DISCOUNT	REGULAR	TOTAL
35029	ST Hourly Rental		\$669.30	\$769.70	\$862.05	
35049	OT Hourly Rental		\$834.70	\$959.90	\$1,075.10	
35069	DT Hourly Rental		\$1,000.15	\$1,150.15	\$1,288.15	

FORKLIFT RENTAL - UP TO 15,000 LB. CAPACITY						
CODE	ITEM	QTY	ONLINE	DISCOUNT	REGULAR	TOTAL
35455	ST Hourly Rental		\$925.10	\$1,063.85	\$1,191.50	
35456	OT Hourly Rental		\$1,153.65	\$1,326.70	\$1,485.90	
35457	DT Hourly Rental		\$1,382.35	\$1,589.70	\$1,780.45	

FORKLIFT RENTAL - UP TO 20,000 LB. CAPACITY						
CODE	ITEM	QTY	ONLINE	DISCOUNT	REGULAR	TOTAL
35035	ST Hourly Rental		\$1,003.95	\$1,154.55	\$1,293.10	
35066	OT Hourly Rental		\$1,252.00	\$1,439.80	\$1,612.60	
35070	DT Hourly Rental		\$1,500.20	\$1,725.25	\$1,932.30	

FORKLIFT RENTAL - UP TO 30,000 LB. CAPACITY						
CODE	ITEM	QTY	ONLINE	DISCOUNT	REGULAR	TOTAL
35255	ST Hourly Rental		\$1,480.20	\$1,702.25	\$1,906.50	
35256	OT Hourly Rental		\$1,845.85	\$2,122.75	\$2,377.50	
35257	DT Hourly Rental		\$2,211.80	\$2,543.55	\$2,848.80	

FORKLIFT RENTAL - 4 STAGE						
CODE	ITEM	QTY	ONLINE	DISCOUNT	REGULAR	TOTAL
35593	ST Hourly Rental		\$555.10	\$638.35	\$714.95	
35594	OT Hourly Rental		\$692.20	\$796.05	\$891.60	
35595	DT Hourly Rental		\$829.40	\$953.80	\$1,068.25	

Rate structure includes forklift and one (1) operator only. Minimum crews are based on scope of work and area jurisdiction. Additional labor and groundmen will be billed at the hourly rate. **PLEASE NOTE:** Per riggers jurisdiction, a rigging crew (up to 3 riggers) may require a 4-hour minimum to install any hanging sign, truss and/or motors, or structures requiring hoisting. Rates are per lift and crew per hour.

RIGGING SUPERVISOR RATES (PER MAN HOUR)						
CODE	ITEM	QTY	ONLINE	DISCOUNT	REGULAR	TOTAL
35085	ST Hourly Rental		\$142.95	\$164.40	\$184.15	
35086	OT Hourly Rental		\$214.40	\$246.55	\$276.15	
35099	DT Hourly Rental		\$285.85	\$328.75	\$368.20	

RIGGERS & MATERIAL HANDLERS (PER MAN HOUR)						
CODE	ITEM	QTY	ONLINE	DISCOUNT	REGULAR	TOTAL
35087	ST Hourly Rental		\$114.35	\$131.50	\$147.30	
35100	OT Hourly Rental		\$171.50	\$197.20	\$220.85	
35101	DT Hourly Rental		\$228.70	\$263.00	\$294.55	

The minimum charge for labor and equipment is one (1) hour. Labor and equipment thereafter is charged in half (1/2) hour increments.

TOTAL ESTIMATE	\$ _____
TAX (All tax rates are subject to change)	8.38%
AMOUNT DUE	\$ _____

Only Shepard personnel are allowed to operate mechanical equipment. Orders cancelled without 48-hour written notice will be charged a one (1) hour cancellation fee. Submission of this form indicates you read and accept the Payment Policy and Terms & Conditions.

COMPANY NAME: _____ BOOTH NUMBER: _____

CONTACT NAME: _____

EMAIL ADDRESS: _____



Email completed form to: orders@shepardes.com

On-site Storage is used when you have product you need to replenish during the event, or if you have items you don't want stored with the empty crates. Do not use this service for "Empty" storage.

Step 1. Complete exhibiting company information.

EXHIBITING COMPANY NAME: _____ BOOTH NUMBER: _____

ON-SITE CONTACT NAME: _____ ON-SITE CELL PHONE: _____

For liability reasons, only shipments for which material handling drayage charges have been paid to Shepard will be eligible for Shepard storage services. All packages must be properly packed & labeled. Shepard Exposition Services' limit of liability will be \$5.00 per pound or \$500.00 per package or container, whichever is less. No uncrated material will be accepted at the warehouse.

Step 2. Choose the type of storage to fit your needs.

For either storage options, there is no charge to return items back to your booth at the end of the event.

Accessible Storage

Use this type when you need to pull items out of storage during the show. Materials in Accessible Storage will be accessible during the event, but not necessarily by exhibitors. The charge for Accessible Storage is a daily storage fee plus a per hour labor fee each time materials are moved. (\$100.00 Minimum)

CODE	ITEM	QTY	NUMBER OF DAYS	COST PER DAY	TOTAL
35166	Pallets/Skids			\$35.00	
35349	1/2 Trailer			\$80.00	
35348	Full Trailer			\$120.00	
35087	Labor - Straight Time			\$123.66	
35100	Labor - Overtime			\$185.48	
35101	Labor - Double Time			\$247.46	

Secured Storage

Use this type only if you do not need your items again until the end of the event. Materials will be placed into secured storage and will be returned to your booth after the close of the show. The materials will be accessible during the show by Shepard personnel only. A minimum one-hour material handling labor charge at show rates will apply each time material is handled to or from storage. (\$100.00 Minimum).

CODE	SQ. FT.	NUMBER OF DAYS	TOTAL
35068	.80		

CODE	ITEM	COST PER DAY	TOTAL
35087	Labor - Straight Time	\$123.66	
35100	Labor - Overtime	\$185.48	
35101	Labor - Double Time	\$247.46	

TOTAL ESTIMATE	\$ _____
TAX (All tax rates are subject to change)	8.38%
AMOUNT DUE	\$ _____

Only Shepard personnel are allowed to operate mechanical equipment. No refunds or exchanges once item has been delivered to your booth. Cancellations must be received in writing within 48 hours of 1st day of exhibitor move in. Submission of this form indicates you read and accept the Payment Policy and Terms & Conditions.

COMPANY NAME: _____ BOOTH NUMBER: _____

CONTACT NAME: _____

EMAIL ADDRESS: _____

Warehouse Storage is used when you need a place to store your exhibit or product for days, weeks, or even until your next event.

Pricing

- Warehouse storage rates are billed \$10.00 per cwt per month (\$100.00 a month minimum charge) (35006).
- Each shipment returned to the warehouse for storage will be billed \$20.00 per cwt (\$400.00 minimum) (35005).
- For liability reasons, only shipments for which material handling drayage charges have been paid to Shepard will be eligible for Shepard storage services.
- All packages must be properly packed & labeled. Shepard Exposition Services' limit of liability will be \$5.00 per pound. or \$500.00 per package or container, whichever is less. No uncrated material will be accepted at the warehouse.

Step 1. Complete exhibiting company information.

EXHIBITING COMPANY NAME: _____ BOOTH NUMBER: _____

ON-SITE CONTACT NAME: _____ ON-SITE CELL PHONE: _____

EMAIL ADDRESS: _____

Step 2. What needs to be stored?

TOTAL NUMBER OF PIECES TO BE STORED: _____

PIECE	LENGTH	WIDTH	HEIGHT	WEIGHT	CRATE/SKID
1					
2					
3					
4					
5					
6					

PIECE	LENGTH	WIDTH	HEIGHT	WEIGHT	CRATE/SKID
7					
8					
9					
10					
11					
12					

TOTAL ESTIMATE	\$ _____
TAX (All tax rates are subject to change)	8.38%
AMOUNT DUE	\$ _____

Step 3. How long are we storing your items?

FROM DATE: _____ TO DATE: _____

Fees will continue until storage is picked up.

Step 4. What do we do with your items at the end of the storage period?

It is the exhibitor's responsibility to make all arrangements for shipping, including utilizing Shepard Logistics. Items **WILL NOT** automatically be taken to the next event. Exhibitor should contact Shepard approximately 2 weeks prior to any storage movement.

☐ Ship to another destination via Shepard Logistics* ☐ Transport to another Shepard event*

*Additional fees will apply

☐ Pick-up is arranged with another carrier: _____

Submission of this form indicates you read and accept the Payment Policy and Terms & Conditions. Storage Items will not be stored or released without a valid credit card on file.

PRINTED NAME: _____

ONLINE & DISCOUNT DEADLINE:* THURSDAY, MAY 19, 2022

* Order with complete Method of Payment must be received before Discount Deadline date to receive discounted pricing.

As the General Service Contractor, Shepard has the exclusive cleaning contract for this show. Other service contractors will not be permitted to provide this service on the show floor. Minimum 100 square foot order for all cleaning services.

If you have any issues at all regarding cleaning during the show, please contact the Service Desk immediately so we can make it right. Please do not wait until the end of the event.

Booth carpet is the first product installed on an exhibit floor. While carpet is installed clean, it will get dirty during the move in process due to debris in the air, aisles and other exhibitors. It is always recommended to order a one time vacuuming prior to the show opening.

Booth Vacuuming

VACUUM ONCE						
CODE	SERVICE	SQ. FT.	ONLINE	DISCOUNT	REGULAR	TOTAL
47050	0-399 sq. ft.		\$0.50	\$0.60	\$0.65	
47051	400-900 sq. ft.		\$0.45	\$0.50	\$0.55	
47052	900+ sq. ft.		\$0.40	\$0.45	\$0.50	

VACUUM DAILY						
CODE	SERVICE	SQ. FT.	ONLINE	DISCOUNT	REGULAR	TOTAL
47055	0-399 sq. ft.		\$1.50	\$1.70	\$1.90	
47056	400-900 sq. ft.		\$1.35	\$1.55	\$1.75	
47057	900+ sq. ft.		\$1.25	\$1.45	\$1.60	

Porter Service

Includes emptying wastebaskets within the booth every two hours during the show.

PORTER SERVICE						
CODE	SERVICE	SQ. FT.	ONLINE	DISCOUNT	REGULAR	TOTAL
47030	One Time Porter		\$0.45	\$0.50	\$0.55	
47031	Daily Porter		\$1.75	\$2.00	\$2.25	

Specialty Services

MOPPING & CARPET SHAMPOOING						
CODE	SERVICE	SQ. FT.	ONLINE	DISCOUNT	REGULAR	TOTAL
47042	Mop One Time		\$0.65	\$0.75	\$0.85	
47022	Mop Daily		\$1.65	\$1.90	\$2.15	
47013	Shampoo One Time		\$0.65	\$0.75	\$0.85	

DISPLAY WIPE DOWN (CHARGED PER HOUR)						
CODE	SERVICE	SQ. FT.	ONLINE	DISCOUNT	REGULAR	TOTAL
47043	One Time		\$143.35	\$164.85	\$184.65	
47044	Daily		\$521.27	\$599.45	\$671.40	

TOTAL ESTIMATE	\$ _____
TAX (All tax rates are subject to change)	8.38%
AMOUNT DUE	\$ _____

Vacuuming, Porter Service, Mopping, and Shampooing are based on total booth sq. ft. regardless of area being cleaned. Minimum order of 100 sq. ft. Submission of this form indicates you read and accept the Payment Policy and Terms & Conditions. No refunds once the service has been performed in your booth. Cancellations must be received in writing prior to 48 hours of 1st day of exhibitor move in.

COMPANY NAME: _____ BOOTH NUMBER: _____

CONTACT NAME: _____

EMAIL ADDRESS: _____

ONLINE & DISCOUNT DEADLINE:* THURSDAY, MAY 19, 2022

* Order with complete Method of Payment must be received before Discount Deadline date to receive discounted pricing.

Clean + Disinfecting Services—specialized protocols to combat biological threats.

In response to the COVID-19 crisis, we elevated our cleaning services to ensure we effectively neutralize environments and safeguard participants from unwanted germs. Following GBAC Star accreditation guidelines and utilizing cleaning products approved by government regulatory agencies, we are committed to the highest standard of cleaning and disinfecting solutions.

As the General Services Contractor, Shepard has the exclusive cleaning contract for this show. Other service contractors will not be permitted to provide sanitizing or electrostatic fogging services on the show floor. Minimum 100 square foot order for all cleaning services. If you have any issues at all regarding cleaning services during the event, please contact the Shepard Service Desk immediately so that we can make it right. Please do not wait until the end of the event.

Display Wipe Down with Sanitizing Disinfectant

CODE	ITEM	PER HOUR	ONLINE	DISCOUNT	REGULAR	TOTAL
47070	One Time Wipe Down Disinfectant		\$148.84	\$171.15	\$191.70	

Disinfectant and sanitizing of furniture and product delivered to booths. Service provided one time prior to show open.

CODE	ITEM	SERVICE	ONLINE	DISCOUNT	REGULAR	TOTAL
47071	Daily Wipe Down Disinfectant		\$541.23	\$622.40	\$697.10	

Disinfecting and sanitizing of furniture and product delivered to booths. Service provided each day of the event, prior to show open. Cost covers service for each day of the event.

CODE	ITEM	PER HOUR	ONLINE	DISCOUNT	REGULAR	TOTAL
47072	Multi Visit Wipe Down Disinfectant		\$135.31	\$155.60	\$174.25	

Disinfecting and sanitizing of furniture and product delivered to the booths. Service times to be pre scheduled by exhibitor throughout event open days. Minimum order of two (2) visits per day. Each visit billed by hour. **Please provide cleaning schedule to orders@shepardes.com. Include show name, company name, booth number, onsite contact name and cleaning schedule broken down by days and times.**

Electrostatic Fogging

CODE	ITEM	SQ. FT.	ONLINE	DISCOUNT	REGULAR	TOTAL
47073	Electrostatic Fogging per Sq. Ft.		\$1.00	\$1.15	\$1.30	

Nightly fogging of exhibit area and equipment for all event open days. Electrostatic Fogging services may only be performed when booth and surrounding area is clear of people. Fogging is a mist and the exhibitor is responsible for protecting electrical equipment and other fragile/sensitive items.

TOTAL ESTIMATE	\$ _____
TAX (All tax rates are subject to change)	8.38%
AMOUNT DUE	\$ _____

Shepard is not responsible for any damage, discoloration etc. of exhibit items resulting from disinfecting or fogging chemicals. Disinfecting wipe down is a minimum of one hour. Electrostatic fogging services are based on total booth sq. ft. regardless of area being cleaned. Submission of this form indicates you read and accept the Payment Policy and Terms & Conditions. There are no refunds once service has been performed. Cancellations must be received in writing 24 hours prior to first exhibitor move in day.

COMPANY NAME: _____ BOOTH NUMBER: _____

CONTACT NAME: _____

EMAIL ADDRESS: _____

ONLINE & DISCOUNT DEADLINE:* THURSDAY, MAY 19, 2022

* Order with complete Method of Payment must be received before Discount Deadline date to receive discounted pricing.

Abandoned Carpet/Floor Coverings and Display Materials

Exhibitors are required to remove all floor coverings and display materials from their exhibit space prior to leaving the facility during move out. Exhibitors who abandon floor coverings and/or displays, leave large or heavy amounts of trash will be charged labor plus disposal fees for Shepard to remove the materials. The rates for this service are shown below. If you need to dispose of your exhibit, carpet, padding, or other large/heavy materials, please pre-arrange the removal with us!

Labor and Forklifts will be billed per man hour. Dumpster fees will be billed per amount of space used.
 All related disposal fees will be added to the payment method on file.

Labor

CODE	ITEM	QTY	ONLINE	DISCOUNT	REGULAR	TOTAL
68066	Labor - Straight Time		\$143.35	\$164.85	\$184.65	
68067	Labor - Overtime		\$214.95	\$247.20	\$276.85	
68068	Labor - Double Time		\$286.65	\$329.65	\$369.20	

Forklift

CODE	ITEM	QTY	ONLINE	DISCOUNT	REGULAR	TOTAL
35028	5k Forklift - Straight Time		\$334.65	\$384.85	\$431.05	
35039	5k Forklift - Overtime		\$417.35	\$479.95	\$537.55	
35067	5k Forklift - Double Time		\$500.10	\$575.10	\$644.10	

Dumpster Fee

CODE	ITEM	QTY	ONLINE	DISCOUNT	REGULAR	TOTAL
35330	Per Full Dumpster		\$500.00	\$575.00	\$644.00	

TOTAL ESTIMATE	\$ _____
TAX (All tax rates are subject to change)	8.38%
AMOUNT DUE	\$ _____

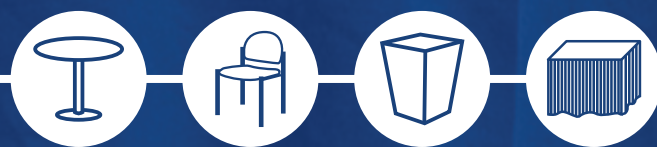
Submission of this form indicates you read and accept the Payment Policy and Terms & Conditions. There are no exchanges or refunds once item has been delivered to your booth. Cancellations must be received in writing 14 days prior to first exhibitor move in day. Rental items found and in use in your booth are subject to "Standard" pricing.

COMPANY NAME: _____ BOOTH NUMBER: _____

CONTACT NAME: _____

EMAIL ADDRESS: _____

SHEPARD FURNISHINGS & DECOR CATALOG



Dress up your space.
With Shepard, You Can.

TABLES

The product photos shown are representative of the products. Actual products and colors may vary from the images shown. Not every item or every color will be available on every event.

UNSKIRTED



Display Table
#50040
4' x 24" x 30"
Unskirted



Display Table
#50041
4' x 24" x 42"
Unskirted



Display Table
#50044
6' x 24" x 30"
Unskirted



Display Table
#50045
6' x 24" x 42"
Unskirted



Display Table
#50048
8' x 24" x 30"
Unskirted



Display Table
#50049
8' x 24" x 42"
Unskirted

SKIRTED

6' and 8' Long Tables are Skirted on 3 Sides. For Skirting on 4 Sides, please order 4th Side Skirt.



Display Table
#50042
4' x 24" x 30"
Skirted



Display Table
#50043
4' x 24" x 42"
Skirted



Display Table
#50046
6' x 24" x 30"
Skirted



Display Table
#50047
6' x 24" x 42"
Skirted



Display Table
#50050
8' x 24" x 30"
Skirted



Display Table
#50051
8' x 24" x 42"
Skirted

PEDESTAL & SIDE



30" Natural Pedestal Table
#50706
30" x 36"
Natural Feel Pedestal Table, Maple Top, Black Base



42" Natural Pedestal Table
#50707
42" x 36"
Natural Feel Pedestal Table, Maple Top, Black Base



30" Pedestal Table
#50032
30" x 36"
Pedestal Table, Grey Fleck Top, Chrome Base



42" Pedestal Table
#51089
42" x 36"
Round High Pedestal Table, Grey Fleck Top, Chrome Base



Round Side Table
#50030
18" x 24"



Square Side Table
#50031
18" x 18" x 24"

CHAIRS

The product photos shown are representative of the products. Actual products and colors may vary from the images shown. Not every item or every color will be available on every event.

STOOLS & CHAIRS WITH ARMS



Director's Stool
#51090
Black Fabric,
Maple Wood



Natural Feel Stool
#50705
Light Maple Back,
Black Fabric Seat



Padded Stool
#50024
Padded Stool with
Back, Grey Fabric



Director's Chair
#51086
Black Fabric,
Maple Wood



Upholstered Arm Chair
#50021
Upholstered Arm Chair,
Grey Fabric

CHAIRS WITHOUT ARMS



Natural Feel Chair
#50704
Light Maple Back,
Black Fabric Seat



Upholstered Side Chair
#50020
Upholstered Side Chair,
Grey Fabric

DISPLAYS

The product photos shown are representative of the products. Actual products and colors may vary from the images shown. Not every item or every color will be available on every event.

FOR HANGING



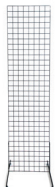
Bag Rack
#50175
9" x 12" x 71"
Adjustable Heights



Coat Rack
#50092
2" x 22" x 69"
Silver



Spiral Garment Rack
#50093
30" x 70"
Silver



2' x 8' Grid with Legs
#50236
2' x 8'
Chrome
Also Available Without
Legs (#50237)



3.5' x 8' Slatwall
#66147
3.5' x 8'
Grey



8' x 4' & 4' x 8' Peg Board
66148 (horz)
8' x 4'

#66149 (vert)
4' x 8'
White



6" Hooks for Peg Board
#50104
Silver



7-Ball Waterfall Grid Attachment
#50242
Silver
Also Available for Slat
Wall #50243

UPRIGHT, CROSSBARS & DRAPERY



8' High Upright with Base
#50088
Crossbar rented
separately



6' - 10' Crossbar
#50349
1 1/4" D



7' - 12' Crossbar
#50348
1 1/4" D



3' High Drape
#50074



8' High Drape
#50074

SHELVING



4' x 12" Display Shelf
#50296
4' x 12"
White Shelf with Black
Bases



6' x 12" Display Shelf
#50297
6' x 12"
White Shelf with Black
Bases



Tensa Barrier Stanchion
#50427
Barrier with Black Belt
Barrier 13" x 41"
Black Belt 117"
Rented individually,
not a set

BARRIER

DISPLAYS & SHOWCASES

The product photos shown are representative of the products. Actual products and colors may vary from the images shown. Not every item or every color will be available on every event.

FOR SIGNS & LITERATURE



Horizontal Tackboard
#50060
4' x 8'
Black Legs, Grey Fabric



Vertical Tackboard
#50061
8' x 4'
Black Legs, Grey Fabric



Literature Rack
#50245
16" x 10" x 59"



Chrome Sign Holder
#50095
Holds 22" x 28" Sign



Floor Easel
#50094
31" x 31" x 64"

OTHER



Wastebasket
#50091



Mini Refrigerator
#50098



Drawing Bowl
#50185

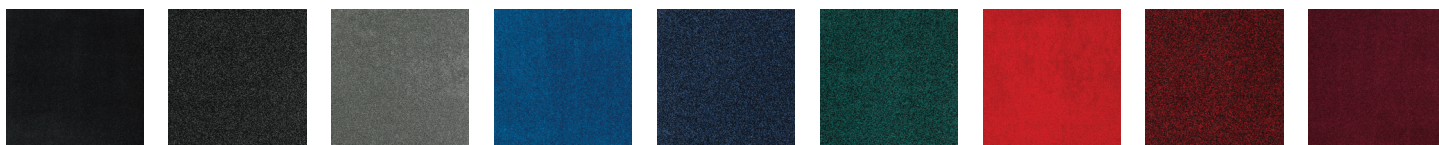


Sand Bag
#51087

FLOORING

The product photos shown are representative of the products. Actual products and colors may vary from the images shown. Not every item or every color will be available on every event.

EXPO - 13 OZ



Black

Tuxedo

Grey

Blue

Eclipse

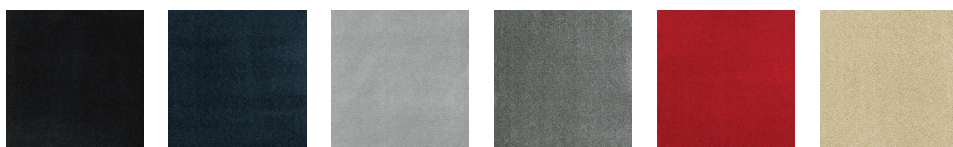
Peacock

Red

Cayenne

Burgundy

PREMIUM - 28 OZ



Black

Deep Navy

Silver Cloud

Charcoal

Red

Beige

PLUSH - 50 OZ



Black

Dark Grey

Silver Dollar

Sand

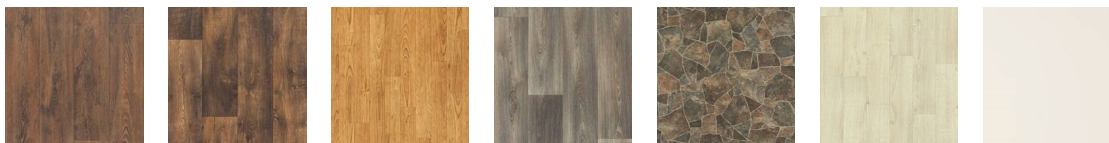
White

Electric Blue

Navy

Crimson

VINYL - CUSTOM ORDER ONLY



Laurel Brown

Vineyard
Brown

Maple

Mountain
Grey

Rosemary
Stone

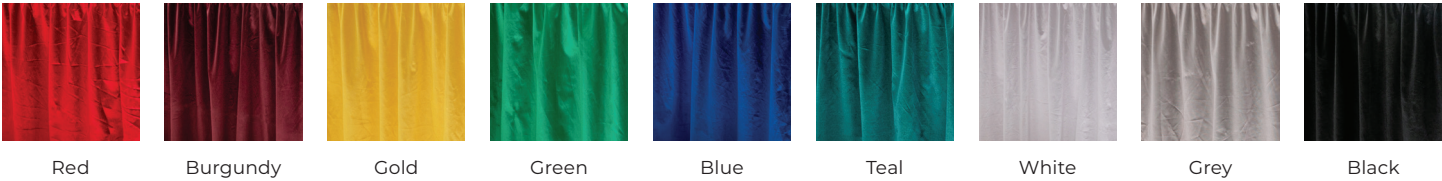
Whitewash

Snow

SKIRT & DRAPE

The product photos shown are representative of the products. Actual products and colors may vary from the images shown. Not every item or every color will be available on every event.

SKIRT



SKIRT - SPANDEX



DRAPE



— LAS VEGAS —
**ANTIQUE JEWELRY
 & WATCH SHOW**

Las Vegas Antique Jewelry & Watch Show
 Las Vegas Convention Center | Las Vegas, NV
 June 9 - 12, 2022

STANDARD FURNISHINGS

L174860622

ONLINE & DISCOUNT DEADLINE:* THURSDAY, MAY 19, 2022

* Order with complete Method of Payment must be received before Discount Deadline date to receive discounted pricing.

Tables

6' and 8' Skirted Tables have skirts on 3 sides, to have drape on all 4 sides you must order 4th side drape.

COLORS: Red (01), Green (02), White (03), Gold (04), Blue (05), Black (06), Burgundy (07), Grey (10), Teal (13) • **Spandex:** Red (01), White (03), Blue (05), Black (06)

CODE	ITEM	QTY	COLOR	ONLINE	DISCOUNT	REGULAR	TOTAL
50042	4' (l) x 24" (w) x 30" (h) Skirted Table			\$169.10	\$194.45	\$217.80	
50046	6' (l) x 24" (w) x 30" (h) Skirted Table			\$151.85	\$174.65	\$195.60	
50050	8' (l) x 24" (w) x 30" (h) Skirted Table			\$167.60	\$192.75	\$215.90	
50043	4' (l) x 24" (w) x 42" (h) Skirted Table			\$205.40	\$236.20	\$264.55	
50047	6' (l) x 24" (w) x 42" (h) Skirted Table			\$263.15	\$302.60	\$338.90	
50051	8' (l) x 24" (w) x 42" (h) Skirted Table			\$309.45	\$355.85	\$398.55	
50052	4th Side Skirt for 30" High Table			\$102.80	\$118.20	\$132.40	
50171	4th Side Skirt for 42" High Table			\$102.80	\$118.20	\$132.40	
50040	4' (l) x 24" (w) x 30" (h) UnSkirted Table		n/a	\$120.45	\$138.50	\$155.10	
50044	6' (l) x 24" (w) x 30" (h) UnSkirted Table		n/a	\$143.75	\$165.30	\$185.15	
50048	8' (l) x 24" (w) x 30" (h) UnSkirted Table		n/a	\$169.45	\$194.85	\$218.25	
50041	4' (l) x 24" (w) x 42" (h) UnSkirted Table		n/a	\$135.60	\$155.95	\$174.65	
50045	6' (l) 24" x (w) x 42" (h) UnSkirted Table		n/a	\$169.45	\$194.85	\$218.25	
50049	8' (l) x 24" (w) x 42" (h) UnSkirted Table		n/a	\$188.95	\$217.30	\$243.40	
51089	42" (h) Pedestal Table, 36" Diameter, Grey Fleck Top		n/a	\$309.55	\$356.00	\$398.70	
50032	30" (h) Pedestal Table, 36" Diameter, Grey Fleck Top		n/a	\$295.15	\$339.40	\$380.15	
50030	Round Side Table - 24" (w) x 18" (h)		n/a	\$142.90	\$164.35	\$184.05	
50031	Square Side Table - 24" (w) x 18" (h)		n/a	\$142.90	\$164.35	\$184.05	
50706	30" (h) Natural Pedestal Table, 36" Diameter, Maple Top		n/a	\$382.35	\$439.70	\$492.45	
50707	42" (h) Natural Pedestal Table, 36" Diameter, Maple Top		n/a	\$398.75	\$458.55	\$513.60	
50700	White Fabric Table Cover w/ 6'x30" Table		03	\$317.35	\$364.95	\$408.75	
50700	Red Fabric Table Cover w/ 6'x30" Table		01	\$317.35	\$364.95	\$408.75	
50700	Blue Fabric Table Cover w/ 6'x30" Table		05	\$317.35	\$364.95	\$408.75	
50700	Black Fabric Table Cover w/ 6'x30" Table		06	\$317.35	\$364.95	\$408.75	

Seating

CODE	ITEM	QTY	COLOR	ONLINE	DISCOUNT	REGULAR	TOTAL
50020	Side Chair Grey Fabric		n/a	\$107.75	\$123.90	\$138.75	
50021	Arm Chair Grey Fabric		n/a	\$138.35	\$159.10	\$178.20	
50024	Stool with Back Grey Fabric		n/a	\$175.45	\$201.75	\$225.95	
51086	Director's Chair Black Fabric		n/a	\$112.30	\$129.15	\$144.65	
51090	Director's Stool Black Fabric		n/a	\$200.90	\$231.05	\$258.80	
50705	Natural Feel Stool Maple Back, Black Fabric Seat		n/a	\$227.85	\$262.05	\$293.50	
50704	Natural Feel Chair, Maple Back, Black Fabric Seat		n/a	\$187.10	\$215.15	\$240.95	

Submission of this form indicates you read and accept the Payment Policy and Terms & Conditions. There are no exchanges or refunds once item has been delivered to your booth. Cancellations must be received in writing 14 days prior to first exhibitor move in day. Rental items found and in use in your booth are subject to "Regular" pricing.

TOTAL ESTIMATE \$ _____

TAX (All tax rates are subject to change) 8.38%

AMOUNT DUE \$ _____

COMPANY NAME: _____ BOOTH NUMBER: _____

CONTACT NAME: _____

EMAIL ADDRESS: _____



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— LAS VEGAS —
**ANTIQUE JEWELRY
 & WATCH SHOW**

Las Vegas Antique Jewelry & Watch Show
 Las Vegas Convention Center | Las Vegas, NV
 June 9 - 12, 2022

SPECIALTY, DISPLAYS & DRAPERY

L174860622

ONLINE & DISCOUNT DEADLINE:* THURSDAY, MAY 19, 2022

* Order with complete Method of Payment must be received before Discount Deadline date to receive discounted pricing.

CODE	ITEM	QTY	COLOR	ONLINE	DISCOUNT	REGULAR	TOTAL
50091	Wastebasket		n/a	\$18.00	\$18.00	\$18.00	
50094	Floor Easel, Chrome		n/a	\$60.80	\$69.90	\$78.30	
50245	Literature Rack Silver, Glass		n/a	\$233.60	\$268.65	\$300.90	
50175	Bag Rack, Chrome		n/a	\$297.00	\$341.55	\$382.55	
50092	Coat Rack, Chrome		n/a	\$105.40	\$121.20	\$135.75	
50093	Garment Rack, Chrome		n/a	\$297.00	\$341.55	\$382.55	
50427	Tensabarrier, Per Stem, Black		n/a	\$125.30	\$144.10	\$161.40	
50095	Sign Holder, 22" x 28" Chrome		n/a	\$106.85	\$122.90	\$137.65	
50185	Drawing Bowl, Clear		n/a	\$65.45	\$75.25	\$84.30	
50296	4' x 12" Display Riser White and Black		n/a	\$125.55	\$144.40	\$161.75	
50297	6' x 12" Display Riser White and Black		n/a	\$156.20	\$179.65	\$201.20	
50098	Mini Refrigerator, Approx. 3 cubic feet		n/a	\$435.35	\$500.65	\$560.75	
50067	4' Full View Showcase, White		n/a	\$1,119.55	\$1,287.50	\$1,442.00	
50068	6' Full View Showcase, White		n/a	\$1,234.80	\$1,420.00	\$1,590.40	
50069	4' Quarter View Showcase, White		n/a	\$1,119.55	\$1,287.50	\$1,442.00	
50070	6' Quarter View Showcase, White		n/a	\$1,234.80	\$1,420.00	\$1,590.40	
50060	4' x 8' Horizontal Posterboard Grey Fabric		n/a	\$362.50	\$416.85	\$466.85	
50061	4' x 8' Vertical Posterboard Grey Fabric		n/a	\$362.50	\$416.85	\$466.85	
50236	Grids 2' x 8' with Legs, Each		n/a	\$267.70	\$307.85	\$344.80	
50237	Grid 2' x 8' without Legs, Each		n/a	\$200.65	\$230.75	\$258.45	
50242	7-Ball Waterfall for Grids		n/a	\$18.45	\$21.20	\$23.75	
50104	6" Hooks (12) for Peg Boards		n/a	\$46.80	\$53.80	\$60.25	

50073	8' High Drape on a Cross Bar, per linear foot (minimum 5' linear feet rental)			\$28.45	\$32.70	\$36.60	
50074	3' High Drape on a Cross Bar, per linear foot (minimum 5' linear feet rental)			\$21.10	\$24.25	\$27.15	
50088	8' Upright with Base		n/a	\$39.30	\$45.20	\$50.60	
52065	3' Upright with Base		n/a	\$39.30	\$45.20	\$50.60	
50349	6'-10' Crossbar		n/a	\$26.10	\$30.00	\$33.60	
50348	7'-12' Crossbar		n/a	\$26.10	\$30.00	\$33.60	
50058	Sateen, per linear foot (minimum 5' linear feet rental)			\$23.15	\$26.60	\$29.80	

DRAPERY COLORS: Red (01), White (03), Gold (04), Blue (05), Black (06), Burgundy (07), Grey (10)

TOTAL ESTIMATE	\$ _____
TAX (All tax rates are subject to change)	8.38%
AMOUNT DUE	\$ _____

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Email completed form to: orders@shepardes.com

ONLINE & DISCOUNT DEADLINE:* THURSDAY, MAY 19, 2022
PREMIUM PLUSH & PREMIUM VINYL DEADLINE: TUESDAY, MAY 10, 2022**

* Order with complete Method of Payment must be received before Discount Deadline date to receive discounted pricing.

CODE	ITEM	SQ. FT.	COLOR	ONLINE	DISCOUNT	REGULAR	TOTAL
46004	Premium Plush Carpet** - 50 oz. (per sq. ft.)*** Rental includes installation and removal of carpet and visqueen.			\$12.25	\$14.10	\$15.80	
AVAILABLE COLORS: White (03), Black (06), Navy (22), Sand (33), Silver Dollar (34), Dark Grey (35), Crimson(74), Electric Blue (91) *** Minimum 100 sq. ft. order required.							

CODE	ITEM	SQ. FT.	COLOR	ONLINE	DISCOUNT	REGULAR	TOTAL
46005	Premium Vinyl** (per sq. ft.)*** Rental includes installation and removal of carpet and visqueen.			\$15.90	\$18.30	\$20.50	
46007	1/2" Padding for Vinyl (per sq. ft.)***		n/a	\$5.35	\$6.15	\$6.90	
AVAILABLE COLORS: Vineyard Brown (61), Laurel Brown (62), Mountain Grey (63), Rosemary Stone (64), White Wash (65), Maple (66), Snow (89) *** Minimum 100 sq. ft. order required.							

CODE	ITEM	SQ. FT.	COLOR	ONLINE	DISCOUNT	REGULAR	TOTAL
46001	Premium Carpet - 28 oz. Rental/Sq. Ft.*** Rental includes installation and removal of carpet and visqueen.			\$9.00	\$10.35	\$11.60	
46003	Premium Carpet - 28 oz. Rental 1000+ Sq. Ft.*** Rental includes installation and removal of carpet and visqueen.			\$7.70	\$8.85	\$9.90	
46002	Premium Carpet - 28 oz. Purchase Sq. Ft.*** Rental includes installation and removal of carpet and visqueen.			\$21.40	\$24.60	\$27.55	
100% FULL CUT PILE WITH ACTION BACK OR JUTE BACKING AVAILABLE COLORS: Red (01), Black (06), Beige (14), Silver Cloud (18), Charcoal (17), Deep Navy (22) *** Minimum 100 sq. ft. order required.							

CODE	ITEM	SQ. FT.	COLOR	ONLINE	DISCOUNT	REGULAR	TOTAL
50255	Expo Carpet - 13 oz. (Regular & Special Cut) 10' x 10'			\$286.10	\$329.00	\$368.50	
50256	Expo Carpet - 13 oz. (Regular & Special Cut) 10' x 20'			\$544.55	\$626.25	\$701.40	
50257	Expo Carpet - 13 oz. (Regular & Special Cut) 10' x 30'			\$812.40	\$934.25	\$1,046.35	
50258	Expo Carpet - 13 oz. (Regular & Special Cut) 10' x 40'			\$1,079.90	\$1,241.90	\$1,390.95	
50400	Expo Carpet - 13 oz. (Regular & Special Cut) 10' x 15'		Tuxedo ONLY	\$500.65	\$575.75	\$644.85	
RECOMMENDED FOR: Standard Size and Inline Booths AVAILABLE COLORS: Red (01), Blue (05), Black (06) Tuxedo (50) Teal (13) Burgundy (07) · Variation in dye lot may occur when ordering more than one cut of carpet unless ordered as Special Cut.							

CODE	ITEM	SQ. FT.	COLOR	ONLINE	DISCOUNT	REGULAR	TOTAL
50580	Special Cut 0-399 Sq. Ft. Rental includes installation and removal of carpet and visqueen.			\$7.20	\$8.30	\$9.30	
50581	Special Cut 400-900 Sq. Ft. Rental includes installation and removal of carpet and visqueen.			\$6.50	\$7.45	\$8.35	
50582	Special Cut 900+ Sq. Ft. Rental includes installation and removal of carpet and visqueen.			\$5.90	\$6.80	\$7.60	
RECOMMENDED FOR: Island and Large Area Exhibits AVAILABLE COLORS: Red (01), Blue (05), Black (06) Tuxedo (50) Teal (13) Burgundy (07) · Order Special Cut when it is important that dye lots match.							

CODE	ITEM	SQ. FT.	COLOR	ONLINE	DISCOUNT	REGULAR	TOTAL
50009	1/2" Padding		n/a	\$1.35	\$1.55	\$1.75	
50008	1" Padding		n/a	\$3.10	\$3.55	\$4.00	
50010	Visqueen		n/a	\$0.45	\$0.50	\$0.55	

ENTICE ATTENDEES TO LINGER IN YOUR SPACE WITH SOFT, COMFORTABLE PADDING.

Interested in Elevated Hardwood? Contact us for a quote at: exhibits@shepardes.com.

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TRADESHOW

FURNISHINGS | 2021

Soft Seating Collections

Valencia

VALCHA Chair
(spice orange velvet)
28"L 30.5"D 31"H

VALSOF Sofa
(coffee brown velvet)
63"L 30.5"D 31"H



Level The Field!:

Low and casual seating makes clients more comfortable and open to learn about your product.

Pair loveseats and sofas with the Sofa/Table Divider to create individual spaces.



Fairfax

FAIRSW Sofa
(white vinyl, brushed metal)
62"L 26"D 30"H

FAIRCW Chair
(white vinyl, brushed metal)
27"L 26"D 30"H



Sterling

STECOA Chair
(gray fabric)
33"L 33.5"D 32"H

STESOF Sofa
(gray fabric)
82"L 33.5"D 32"H



NOTE: Items may be discontinued without notice at any time.

Soft Seating Collections

Allegro

CHR002 Chair
(blue fabric)
36"L 34.5"D 30"H

SFA002 Sofa
(blue fabric)
73"L 34.5"D 30"H



Palm Beach

PALSOF Sofa
(white vinyl)
69"L 29"D 33"H



Key Largo

KEYSOF Sofa
(black fabric)
79"L 35"D 34"H

KEYCHR Chair
(black fabric)
35"L 35"D 34"H

KEYLOV Loveseat
(black fabric)
57"L 35"D 34"H



NOTE: Items may be discontinued without notice at any time.

Soft Seating Collections

Baja

BCHWHT Chair
(white vinyl)
36"L 30.5"D 28"H

BSFWHT Sofa
(white vinyl)
86"L 30"D 28"H

BLVWHT Loveseat
(white vinyl)
61"L 30.5"D 28"H



Powered Products 



Naples

NPLCHP Chair, Powered
(black vinyl)
36"L 30"D 33.25"H
Also available with
standard arm (NPLCHR).

NPLSOP Sofa, Powered
(black vinyl)
87"L 30"D 33.25"H
Also available with
standard arms (NPLSOF).

NPLLLOP Loveseat, Powered
(black vinyl)
62"L 30"D 33.25"H
Also available with
standard arms (NPLLLOV).

Please Note: Client is responsible for providing labor and an electrical power source to the furniture. One 110V power source is required for each charging panel. Two charging units can be daisy chained together. 10A max per charging panel.

NOTE: Items may be discontinued without notice at any time.

Powered[⚡] Seating

Naples Collection



A.



A) NPLSOP Naples Sofa, Powered
(black vinyl) 87"L 30"D 33.25"H

B) NPLCHP Naples Chair, Powered
(black vinyl) 36"L 30"D 33.25"H

C) NPLLOP Naples Loveseat, Powered
(black vinyl) 62"L 30"D 33.25"H



B.

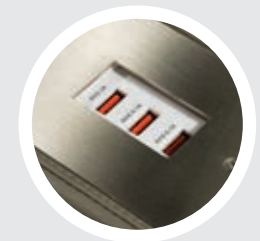
Charge It!

Providing powered capabilities within your booth encourages guests to stay longer as they recharge and engage with your brand.



Tech Tablet Chair

TCHGRY Tech Tablet Chair
(gray vinyl, white metal tablet,
chrome base)
30.5"L 29"D 33.5"H
Also available without tablet.



POWERED
DETAIL



C.

Please Note: Client is responsible for providing labor and an electrical power source to the furniture. One 110V power source is required for each charging panel. Two charging units can be daisy chained together. 10A max per charging panel.

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Accent Chairs



Bowery
BOWCHA Swivel Chair
(ochre fabric, chrome)
29.75"L 31"D 27.25"H



La Brea
LABREA Swivel Chair
(charcoal gray fabric, chrome)
35"L 27"D 40"H



Swanson
SWAN Swivel Chair
(white vinyl, chrome)
28"L 25"D 30"H

Make it ●
swivel



10'x20' - Meeting Booth



Wentworth
WENCHA Swivel Chair
(brown vinyl, black)
31"L 24"D 31.5"H

NOTE: Items may be discontinued without notice at any time.

Accent Chairs



**Madrid
BCW Chair**
(white, chrome)
30"L 30"D 31"H



A.



B.



C.



D.



E.



F.



**Montreal
MONCHA Chair**
(blue, black metal)
30"L 23.25"D 30"H



**Lena
LENCHA Chair**
(moss green leather, bronze)
27"L 25"D 31"H

Create Space

Design with a wide selection of standout accent chairs to facilitate sales and demos while properly distancing. Pair each seat with an end table for individually-owned spaces.

A) TCHP Tech Chair, No Tablet
(gray vinyl, chrome base)
30.5"L 29"D 33.5"H

**B) MNCHCH Munich
Armless Chair**
(gray fabric) 22.5"L 27"D 28.5"H

C) CNTCHR Century Chair
(gray velvet) 30"L 30"D 31"H

D) ATHCHA Atherton Chair
(distressed brown leather,
blackened steel) 27"L 31"D 30"H

**E) PROGB Pro Executive
Guest Chair**
(black vinyl) 24"L 26"D 36"H

F) PASCHR Pasadena Chair
(white molded plastic w/ chrome
tower base) 27"L 25"D 26"H

NOTE: Items may be discontinued without notice at any time.



CHAIRS

17.5"L19.5"D35"H



A) MARCBR (brown fabric) **B) MARCBE** (ocean blue fabric)
C) MARCRD (red fabric) **D) MARCWH** (white vinyl) **E) MARCBK** (black vinyl)

All frames brushed metal.

NOTE: Items may be discontinued without notice at any time.

Individual Seating

**Laguna
LMCHR Chair**
(maple, chrome)
18"L 19"D 34"H



**Lucent
LUCHCL Chair**
(frosted acrylic, chrome)
19.5"L 19.75"D 32.5"H



A.



B.



C.



D.



E.



F.



G.



H.



I.



J.



K.



L.

A) CS4 Syntax Chair
(black, chrome)
23"L 19"D 32.25"H

B) XCHR Christopher Chair
(white vinyl, chrome)
17"L 19"D 35"H

C) SC3 Brewer Chair
(onyx, black) 20"L 20"D 32"H

**D) RSTDIN Rustique
Chair w/arms**
(gunmetal) 20"L 18"D 31"H

E) ZENCHR Zenith Chair
(white, chrome)
18.25"L 22"D 32"H

F) Duet Stack Chair
(black, chrome) 21"L 23"D 33"H

G) SC10 Razor Armless Chair
(white) 15.5"L 15.5"D 30.5"H

H) OCMWHT Meeting Chair
(white vinyl, wenge)
25.5"L 23.5"D 34"H

Malba Chair
I) MALGRN (green, chrome)
J) MALGRY (gray, chrome)
20"L 20"D 32"H

Blade Chair
K) BLDCSB (sky blue)
L) BLDCRD (red)
20.5"L 19"D 30.5"H

NOTE: Items may be discontinued without notice at any time.



SMALL BENCH

OTTOMANS

30"L20"D18"H



- A) BVSMOR** (orange fabric) **B) BVSMON** (olive green fabric) **C) BVSMWH** (white vinyl)
D) BV SMBK (black vinyl) **E) BV SML** (ocean blue fabric) **F) BV SMLN** (brown fabric)
G) BV SMLV (gray fabric) **H) BV SMLN** (linen fabric) **I) BV SMLV** (lavender fabric)
J) BV SMLR (red fabric) **K) BV SMLY** (yellow fabric)

NOTE: Items may be discontinued without notice at any time.



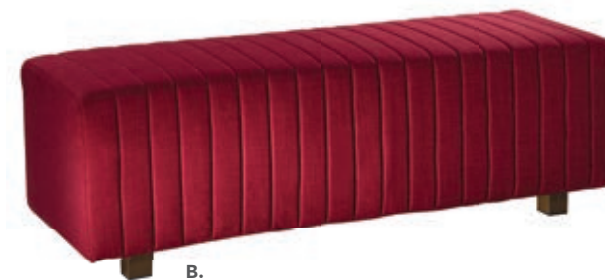
BENCH

OTTOMANS

60"L20"D18"H



A.



B.



C.



D.



E.



F.



G.

A) BVLYWH (white vinyl) **B) BVLYRD** (red fabric) **C) BVLYGR** (gray fabric) **D) BVLYOB** (ocean blue fabric)
E) BVLYBK (black vinyl) **F) BVLYLN** (linen fabric) **G) BVLYBN** (brown fabric)

NOTE: Items may be discontinued without notice at any time.

Ottomans

Squares

Endless

END02B (black vinyl, chrome)

END02W (white vinyl, chrome)

34"L 34"D 15"H



Demo Down

Square, circular, or curved - ottomans are a great way to design theater-style seating for demonstrations.

Curves

Endless

END01W (white vinyl, chrome)

END01B (black vinyl, chrome)

60.5"L 37.5"D 15"H

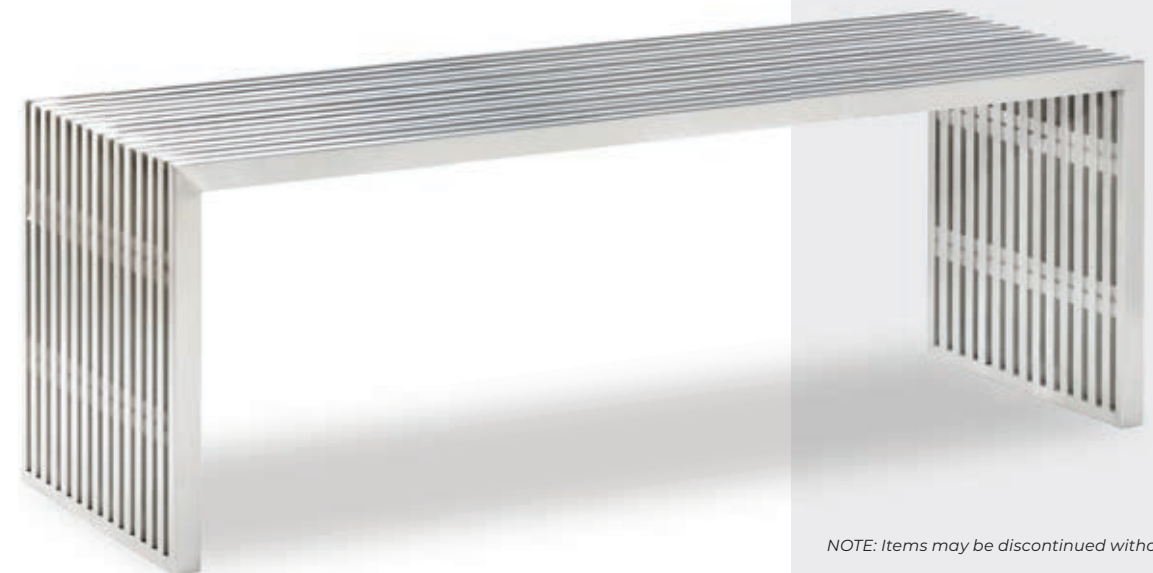


Bench

REGBEN Regis

(brushed metal)

47"L 15.5"D 16"H



NOTE: Items may be discontinued without notice at any time.

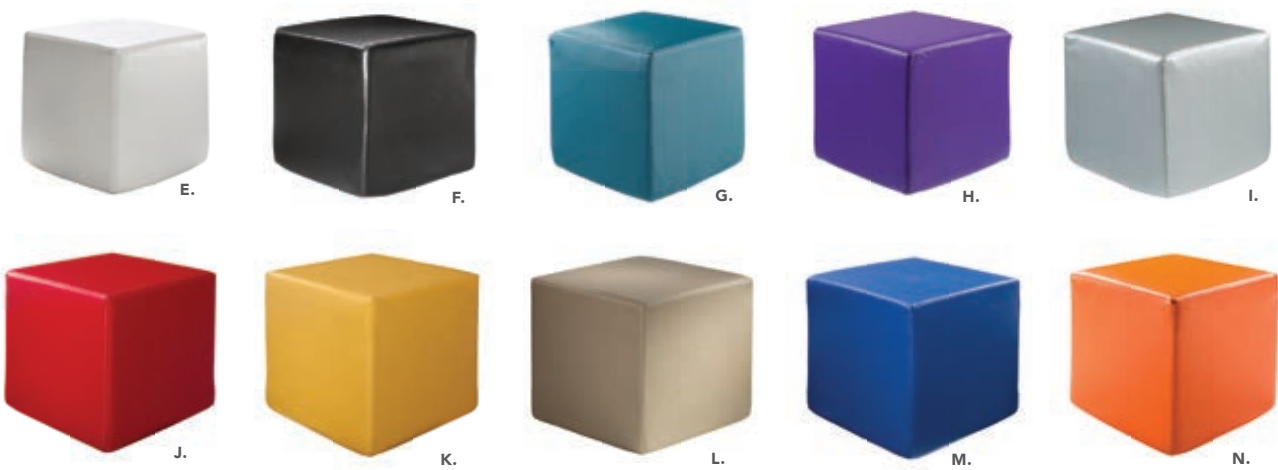
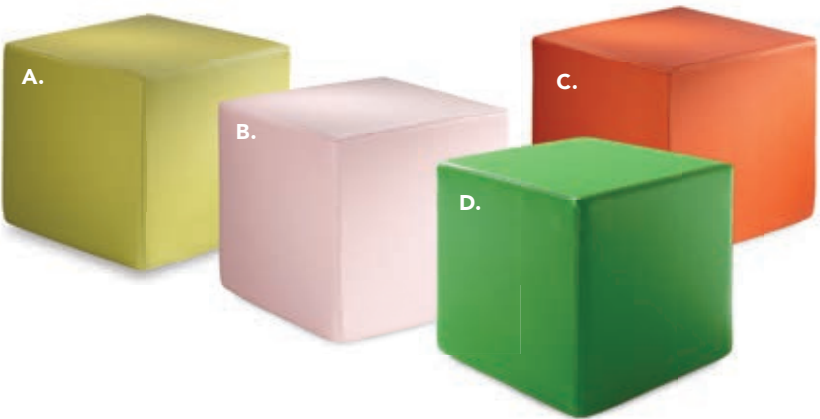


Provide a Pop!
Colorful furnishings attract more attention while reinforcing brand themes. Amplify your organization's color palette, or simply go bold to catch passing eyes.

CUBE

OTTOMANS

18" L 18" D 18" H



- A) VIB14** (citrus green vinyl) **B) VIB17** (desert rose vinyl) **C) VIB16** (spice orange vinyl)
D) VIB01 (green vinyl) **E) VIB09** (white vinyl) **F) VIB10** (black vinyl) **G) VIB11** (steel blue vinyl)
H) VIB13 (purple vinyl) **I) VIB12** (silver vinyl) **J) VIB04** (red vinyl) **K) VIB05** (bright yellow vinyl)
L) VIB15 (taupe vinyl) **M) VIB02** (blue vinyl) **N) VIB08** (orange vinyl)

NOTE: Items may be discontinued without notice at any time.



SWIVEL

OTTOMANS

17" RND 18"H



- A) MAR011** (orange fabric) **B) MAR16** (Ivory Faux Sheep Fur) **C) MAR009** (pear yellow fabric)
D) MAR001 (white vinyl) **E) MAR006** (rose quartz fabric) **F) MAR007** (plum fabric)
G) MAR010 (blue fabric) **H) MAR002** (gray fabric) **I) MAR003** (linen fabric) **J) MAR004** (raspberry fabric)
K) MAR008 (meadow green fabric) **L) MAR015** (black vinyl) **M) MAR012** (forest green vinyl)
N) MAR013 (teal velvet) **O) MAR014** (distressed brown vinyl)

NOTE: Items may be discontinued without notice at any time.



M E S A



ACCENT

COCKTAIL & END TABLES

32.25" RND 17.25" H | 20.5" RND 21.25" H



A) MESCTW Cocktail Table / B) MESETW End Table (barnwood top)

C) MESCTB Cocktail Table / D) MESETB End Table (black top)

E) MESCTG Cocktail Table / F) MESETG End Table (glass top)

All frames bronze finish.

NOTE: Items may be discontinued without notice at any time.



A L O N D R A



ACCENT

COCKTAIL & END TABLES

47" L 24" D 16" H | 20" L 20" D 20" H



A) ALC100 Cocktail Table / B) ALE100 End Table (glass top)
C) ALC200 Cocktail Table / D) ALE200 End Table (wood top)

All frames chrome finish.

NOTE: Items may be discontinued without notice at any time.



ACCENT

COCKTAIL & END TABLES



A) C1C Cocktail Table / B) E1C End Table (glass top, chrome) 50"L 22"D 16"H | 26"L 26"D 20"H
C) C1FWB Cocktail Table / D) E1FWB End Table (wood top, black) 47"L 24"D 17"H | 20"L 20"D 21"H

NOTE: Items may be discontinued without notice at any time.



S Y D N E Y



ACCENT

COCKTAIL & END TABLES

48" L 26" D 18" H | 27" L 23" D 22" H



A/B Powered options available.



Cocktail Tables A) C1W (white) B) C1Y (black) C) SYDBEC (blue) D) SYDWDC (barnwood)
End Tables E) E1W (white) F) E1Y (black) G) SYDBEE (blue) H) SYDWDE (barnwood)

All frames brushed steel.

NOTE: Items may be discontinued without notice at any time.



TAOS | SEDONA

SIDE

TABLES

15.75 "L 15.75 "D 24 "H



A.

B.

C.



D.

E.

F.

Taos Tables A) TAOBWH (white top) **B) TAOBBK** (black top) **C) TAOBWD** (barnwood top)
Sedona Tables D) SEDBWH (white top) **E) SEDBBK** (black top) **F) SEDBWD** (barnwood top)

All frames bronze finish.

NOTE: Items may be discontinued without notice at any time.

Accent Tables



Regis
REGBEN Bench Table
(brushed metal)
47"L 15.5"D 16"H

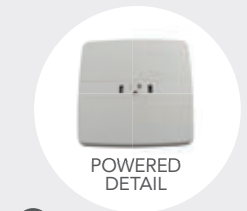
REGOTT End Table
(brushed metal)
16"L 15.5"D 16.5"H



Aura
AURA Round Table
(white metal)
15"RND 22"H



Timber
TMBTBL End Table
(wood)
16"RND 17"H



Wireless
CUBPOW Charging Table,
Powered
(white, AC plug-in)
20"L 20"D 18"H

Gather Round

Seat guests around accent tables to create an informal campfire setting for small group discussions, or pair with individual seats for a safely "owned" space.



Silverado
C1E Cocktail Table
(glass top, chrome)
36"RND 17"H
E1E End Table
(glass top, chrome)
24"RND 22"H

Please Note: Client is responsible for providing labor and an electrical power source to the furniture. One 110V power source is required for each charging panel. Two charging units can be daisy chained together. 10A max per charging panel.

NOTE: Items may be discontinued without notice at any time.

Bar & Cafe Tables

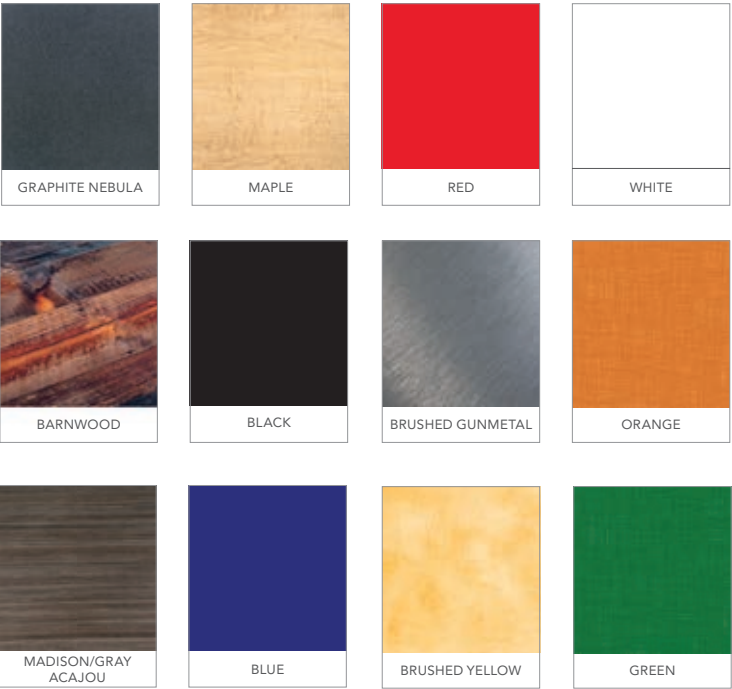


Rustique
RSTSQT Square
Metal Bar Table
(gunmetal)
23.75"L 23.75"D 41.25"H

- Bar Tables**
Standard Black Base
30" RND 42"H
VTJ (graphite nebula top)
VTK (maple top)
VTB (red top)
30WH42 (white top)
30WDBB (barnwood top)
30BKSB (black top)
30AGBB
(brushed gunmetal top)
30OSBB (orange top)
VTA
(Madison/gray acajou top)
30BEBB (blue top)
30YBBB (brushed yellow top)
30GSBB (green top)
- 36" RND 42"H
VTN (graphite nebula top)
VTP (maple top)
VTW (white top)
36BKSB (black top)

- Bar Tables**
Hydraulic Chrome Base
30" RND 45"H
30GRHB
(graphite nebula top)
30MTHB (maple top)
30BRHB (red top)
30WHHB (white top)
30WDHB (barnwood top)
30BKHB (black top)
30AGHB
(brushed gunmetal top)
30OSHB (orange top)
30MAHB
(Madison/gray acajou top)
30BEHB (blue top)
30YSHB (brushed yellow top)
30GSHB (green top)
- 36" RND 45"H
36GRHB (graphite nebula)
36MTHB (maple top)
36WTHB (white)
36BKHB (black top)

1. Choose your base: black or chrome...
2. Then pick a color that suits your design.



Create Space
Mix and match table
tops with base options
to create the perfect
combination for
your needs.

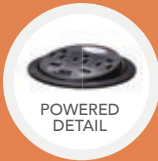


- Cafe Tables**
Hydraulic Chrome Base
30" RND 29"H
30GRHC (graphite nebula top)
30MTHC (maple top)
30BRHC (red top)
30WHHC (white top)
30WDHC (barnwood top)
30BKHC (black top)
30AGHC (brushed gunmetal top)
30OSHC (orange top)
30MAHC (Madison/gray acajou top)
30BEHC (blue top)
30YSHC (brushed yellow top)
30GSHC (green top)
- 36" RND 29"H
36GRHC (graphite nebula top)
36MTHC (maple top)
36WTHC (white top)
36BKHC (black top)

- Cafe Tables**
Standard Black Base
30" RND 29"H
ZTJ (graphite nebula top)
ZTK (maple top)
ZTB (red top)
30WH29 (white top)
30WDBC (barnwood top)
30BKSC (black top)
30AGBC (brushed gunmetal top)
30OSBC (orange top)
ZTA (Madison/gray acajou top)
30BEBC (blue top)
30YSBC (brushed yellow top)
30GSBC (green top)
- 36" RND 29"H
ZTN (graphite nebula top)
ZTP (maple top)
ZTQ (white top)
36BKSC (black top)

NOTE: Items may be discontinued without notice at any time.

Midtown Counter & Bar



Powered Counter ⚡
 60”L 18”D 42”H (taupe glass top, pewter)
MTCPUL (unlighted)
MTCLPI (lighted with plug in)



Please Note: Client is responsible for providing labor and an electrical power source to the furniture. One 110V power source is required for each charging panel. Two charging units can be daisy chained together. 10A max per charging panel.



20'x20' - Midtown
Greenery Booth

Bar
 60”L 18”D 42”H (taupe glass top, pewter)
A) MTBUUL (unlighted)
B) MTBLPI (lighted with plug-in)



NOTE: Items may be discontinued without notice at any time.



MARINA

BARSTOOL

COLLECTION

21" L 17.5" D 41.5" H



A.



B.



C.



D.



E.

A) MARBBE (ocean blue fabric) **B) MARBBR** (brown fabric)
C) MARBRD (red fabric) **D) MARBWH** (white vinyl) **E) MARBBK** (black vinyl)

All frames brushed metal.

NOTE: Items may be discontinued without notice at any time.



BARSTOOL

COLLECTION

15 "RND 23 - 33.5 "H



A) ROLLWH (white vinyl) **B) ROLLRD** (red vinyl)
C) ROLLBL (black vinyl) **D) ROLLGY** (gray vinyl)

All bases crome finish.

NOTE: Items may be discontinued without notice at any time.



BARSTOOL

COLLECTIONS

A.

B.

C.



Zoey Barstool 15"L 16"D 30-34.75"H **A) BS002** (white)
Banana Barstool 21"L 22"D 41"H **B) BSS** (black) **C) BST** (white)

All bases chrome finish.

NOTE: Items may be discontinued without notice at any time.



42" ROUND



CONFERENCE

TABLES
42" RND 29" H



A) CONF42 (white top) **B) CB1** (graphite nebula top)
C) CB8 (Madison/gray acajou top) **D) 42BKCT** (black top)

All bases black finish.

NOTE: Items may be discontinued without notice at any time.

G E O

CONFERENCE

TABLES



Rounded Square Tables 42"L 42"D 29"H **A) CF1** (glass top, black) **B) CE1** (glass top, chrome)
Rectangular Tables 60"L 36"D 29"H **C) CF2** (glass top, black) **D) CE2** (glass top, chrome)

NOTE: Items may be discontinued without notice at any time.

Conference Tables

Styling Tip:

Create safe separation with clear dividers, and limit the number of seats at each table. Looking to spruce up plain conference tables? Use them as product displays, or bring in tabletop greenery for an organic touch.

**Atomic
Round Table**
(glass, chrome)
42ATO 42"RND 30"H
36ATO 36"RND 30"H



Rectangular

A) BKC10N 10' Table (black top, silver) 120"L 48"D 29"H

B) BKCT8N 8' Table (black top, silver) 96"L 48"D 29"H

C) BKCT5N 5' Table (black top, silver) 60"L 48"D 29"H



Work Table

WD3

(white top, white)
48"L 24"D 30"H

NOTE: Items may be discontinued without notice at any time.



MADISON



CONFERENCE TABLES



A.



B.



C.



Dividers | pg 16

- A) MADC05 5' Table (gray acajou top) 60"L 48"D 29"H
- B) MADC08 8' Table (gray acajou top) 96"L 60"D 29"H
- C) MADC10 10' Table (gray acajou top) 120"L 48"D 29"H

All frames silver finish.

NOTE: Items may be discontinued without notice at any time.

Ventura

Powered & Communal Tables



Powered Bar Table

(silver frame)
72.25"L 26.25"D 42"

A) VNTBLK (black top)
B) VNTWHT (white top)

Communal Bar Table

(silver frame)
72.25"L 26.25"D 42"H
Maple Top

C) VNTMNP (solid)
VNTBMW (grommets)
White Top
D) VNTBWW (grommets)
VNTWNP (solid)
Black Top
E) VNTBNP (solid)



TABLE TOP OPTIONS

Colors not available in all table options.
Please check options listed.



Powered Cafe Table

(silver frame)
72.25"L 26.25"D 30"H

F) VNTCBK (black top)
G) VNTCWH (white top)

Communal Cafe Table

(silver frame)
72.25"L 26.25"D 30"H
Maple Top

H) VNTCMN (solid)
VNTCMW (grommets)
White Top
I) VNTCWW (grommets)
VNTCWN (solid)
Black Top
J) VNTCBN (solid)

Please Note: Client is responsible for providing labor and an electrical power source to the furniture. One 110V power source is required for each charging panel. Two charging units can be daisy chained together. 10A max per charging panel.

NOTE: Items may be discontinued without notice at any time.

Powered Products



POWERED
DETAIL

Powered⚡ Communal Tables



Ventura Bar Tables, Powered

A) VNTWHT (white top)

B) VNTBLK (black top)

(silver frame) 72.25"L 26.25"D 42"H



Styling Tip:

One chair or barstool at each end of a communal table is exactly 6' apart, perfect for safe networking in any sized space.

Ventura Cafe Tables, Powered

C) VNTCWH (white top)

D) VNTCBK (black top)

(silver frame) 72.25"L 26.25"D 30"H



Use Ventura 6' Bar or Cafe Tables

in your design to facilitate conversations while physical distancing.

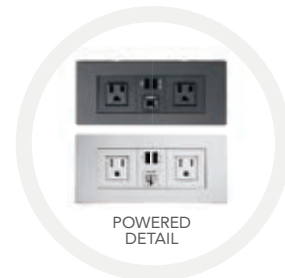


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NOTE: Items may be discontinued without notice at any time.

Powered[⚡] Tables

Sydney Powered Cocktail Tables



**Sydney Powered
Cocktail Tables**
C1WP (white top)
C1YP (black top)
(brushed steel)
48"L 26"D 18"H



10'x20' -
Wireless Charging
Demonstration
Booth

Wireless Charging Table

**CUBPOW Wireless
Charging Table, Powered**
(white, AC plug-in) 20"L 20"D 18"H
Mobile devices must have Qi
wireless charging capability.



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MADISON



10'x20' Madison Presentation Booth

EXECUTIVE
DESK & STORAGE



DESK FRONT



DESK BACK



- A) JD8 Executive Desk (gray acajou) 60"L 30"D 29"H
B) BC8 Bookcase (gray acajou) 36"L 12"D 72"H

NOTE: Items may be discontinued without notice at any time.

Executive Seating

Pro High Back Executive Chairs
A) PROEXE
(white vinyl, chrome)

B) PROEXB
(black vinyl, chrome)
25"L 24"D 45 48"H
Adjustable height



Pro Mid Back Executive Chairs
C) PROMID
(white vinyl, chrome)

D) PROMDB
(black vinyl, chrome)
24"L 22"D 36.75 39.75"H
Adjustable height



Pro Guest
PROGB Executive Chair
(black vinyl, chrome)
24"L 26"D 36"H



Cupertino
CUPCHA Mid Back Chair
(black vinyl, chrome)
27"L 30.5"D 40-43"H
Adjustable height



Genesis
GENCHA Chair
(black fabric, black)
27.5"L 27.5"D 40-43.5"H
Adjustable height



Task
TASKST Stool
(black fabric, black)
27.5"L 27.5"D 32.75" - 40.25"H
Adjustable height



NOTE: Items may be discontinued without notice at any time.

Dividers

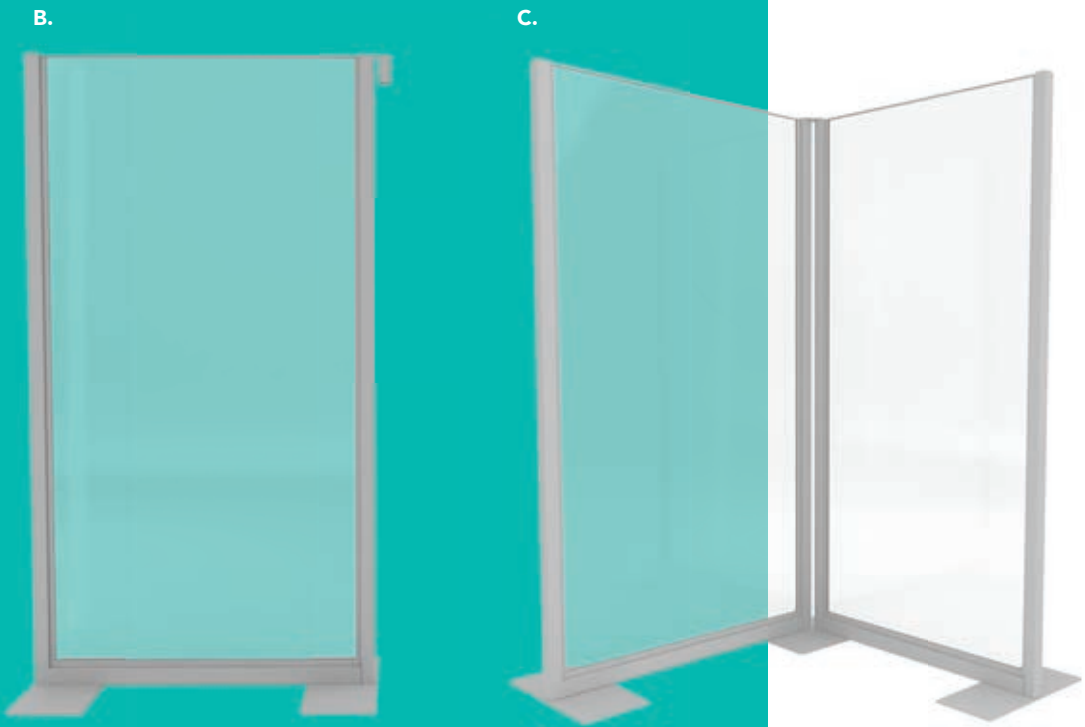
- Clear Dividers**
A) DIVFRE Freestanding
(Silver, Clear) 39"L 1.5"D 72"H
- B) DIVFWL Freestanding Wall Unit**
(Silver, Clear) 40"L 1.5"D 72"H
- C) DIVFCR Freestanding Corner**
(Silver, Clear) 39"L 39"D 72"H



- Clear Dividers**
D) DIVBAR Bar/Counter
(Silver, Clear)
48-70"L 12"D 31.5"H

Attract, Connect and Inspire.

Choose from a complete collection of trendy furnishings, helping you design unique and safely spaced selling environments that are clean, comfortable, and give your clients peace of mind.

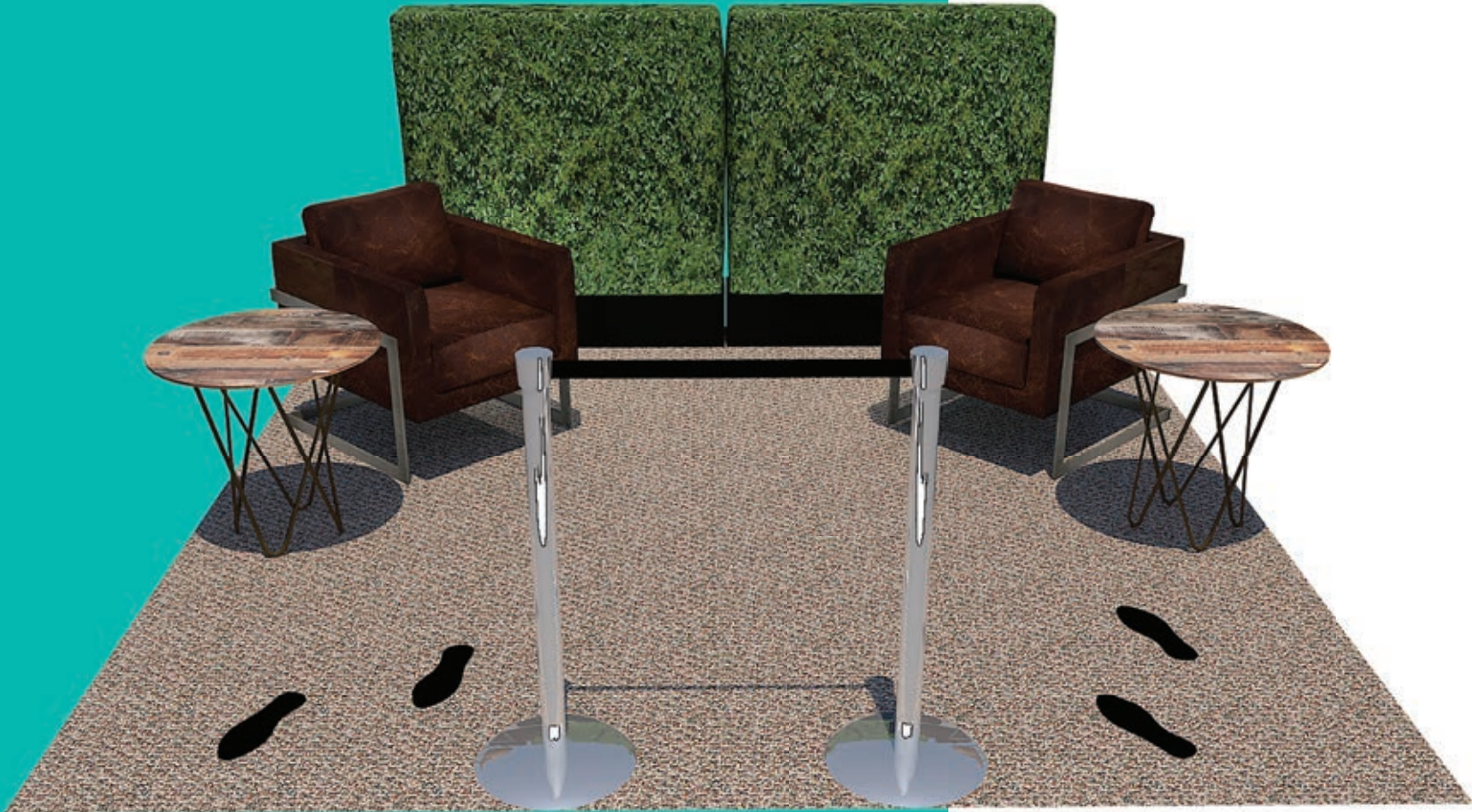


- E) DIVFST Sofa/Table**
(Silver, Clear)
34"L 11"D 47-74"H
Adjustable height.



NOTE: Items may be discontinued without notice at any time.

Dividers



A.) STNCH1
(black, chrome) 96"L 37"H

B) STNSGN Stanchion Sign Holder
(black, chrome) 10"L 13"H



C) DIVFWB Clear Divider, Freestanding Whiteboard
(Silver, Clear) 39"L 1.5"D 72"H



D) MIRWHT Miramar Divider, White
(molded plastic)
Vertical: 63"L 23"D 83"H
Horizontal: 83"L 23"D 63"H



NOTE: Items may be discontinued without notice at any time.

Boxwood Hedges

A) HDG7FT Boxwood Hedge, 7'
36.5"L 12"D 84"H

B) HDG4FT Boxwood Hedge, 4'
46"L 9"D 47"H



Keep it Green

Lifelike greenery is an easy yet sophisticated way to bridge the distance between seats for a warmer, organic environment.

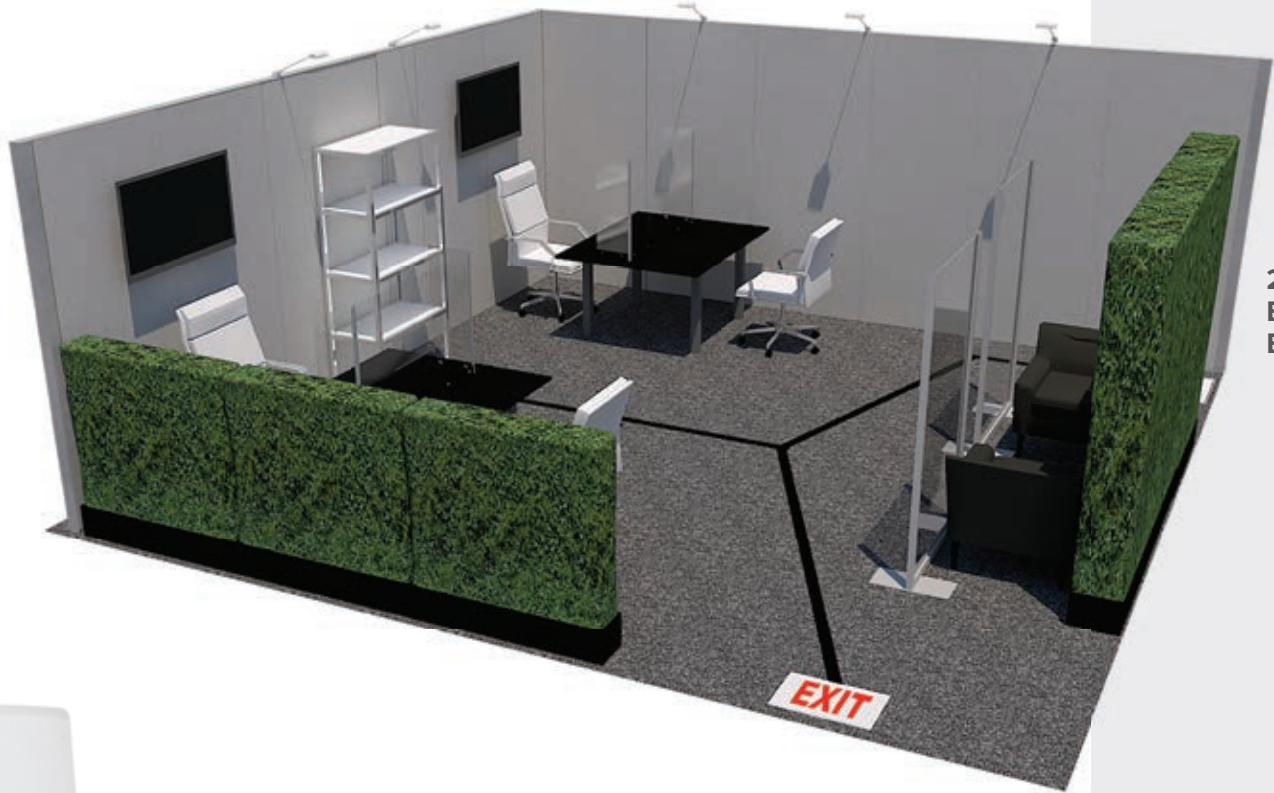


NOTE: Items may be discontinued without notice at any time.

Office Accessories & Decor

Embrace The Organic

It's easy to divide space and maintain distance by adding greenery to your booth environment for a warm organic feel.



20'x20' -
Executive Meeting
Booth



Boxwood Hedge
A) HDG7FT
Boxwood Hedge, 7'
36.5"L 12"D 84"H
B) HDG4FT
Boxwood Hedge, 4'
46"L 9"D 47"H



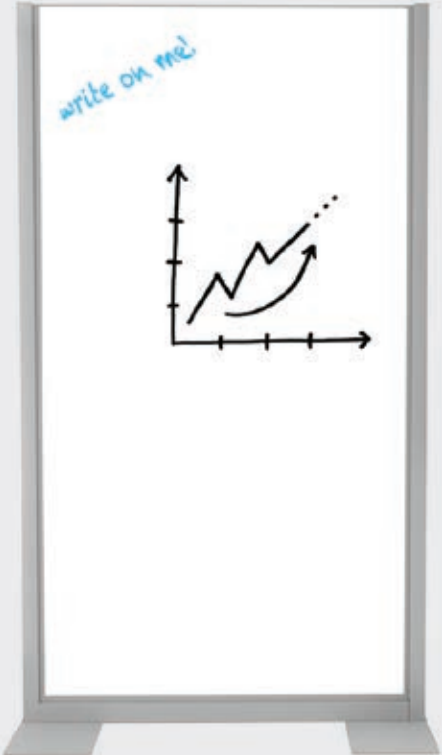
Mason Lamps
(brushed silver)
A) LA15 Floor Lamp
18" RND 55"H
B) LA14 Table Lamp
16" RND 26"H



Posh Shelving
PSHCCS 36"L 18"D 72"H
(chrome, acrylic)



**Clear Divider,
Freestanding Whiteboard**
DIVFWB (silve, white)
39"L 9"D 72"H



NOTE: Items may be discontinued without notice at any time.

Powered[⚡] Products

Village Charging Hub



VILHUB
Village Charging Hub
(cream)
12"L 12"D 28.25"H



Styling Tip:
Standalone hubs let guests plug in with a minimal footprint, while powered pedestals serve a dual purpose: keeping items secure while charging devices.



Powered Pedestals

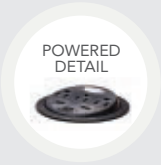
The flip-top electrical units rotate 180° to let devices charge on or inside the cabinet.



Powered Locking Pedestals

White
PDL36W 24"L 24"D 36"H
PDL42W 24"L 24"D 42"H

Black
PDL36B 24"L 24"D 36"H
PDL42B 24"L 24"D 42"H




Please Note: Client is responsible for providing labor and an electrical power source to the furniture. One 110V power source is required for each charging panel. Two charging units can be daisy chained together. 10A max per charging panel.

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ONLINE & DISCOUNT DEADLINE:* THURSDAY, MAY 19, 2022


* Order with complete Method of Payment must be received before Discount Deadline date to receive discounted pricing.

Loveseats

CODE	ITEM	QTY	ONLINE	DISCOUNT	REGULAR	TOTAL
BLVWHT	Baja Loveseat - White Vinyl		\$1,078.40	\$1,240.15	\$1,388.95	
KEYLOV	Key Largo Loveseat - Black Fabric, Wood		\$496.70	\$571.20	\$639.75	
NPLLOV	Naples Loveseat - Black Vinyl		\$952.20	\$1,095.05	\$1,226.45	
NPLLOP	 POWERED Naples Loveseat - Black Vinyl		\$1,186.50	\$1,364.45	\$1,528.20	

Sofas

CODE	ITEM	QTY	ONLINE	DISCOUNT	REGULAR	TOTAL
SFA002	Allegro Sofa - Blue Fabric, Brushed Metal		\$947.20	\$1,089.30	\$1,220.00	
BSFWHT	Baja Sofa - White Vinyl		\$1,146.45	\$1,318.40	\$1,476.60	
FAIRSW	Fairfax Sofa - White Vinyl, Brushed Metal		\$646.00	\$742.90	\$832.05	
KEYSOF	Key Largo Sofa - Black Fabric, Wood		\$640.85	\$737.00	\$825.45	
NPLSOF	Naples Sofa - Black Vinyl		\$1,132.40	\$1,302.25	\$1,458.50	
NPLLOP	 POWERED Naples Sofa - Black Vinyl		\$1,379.45	\$1,586.35	\$1,776.70	
PALSOF	Palm Beach Sofa - White Vinyl		\$985.15	\$1,132.90	\$1,268.85	
STESOF	Sterling Sofa - Grey Fabric		\$1,067.80	\$1,227.95	\$1,375.30	
VALSOF	Valencia Sofa - Coffee Brown Velvet		\$660.00	\$759.00	\$850.10	

 = **Electrical Power** (Client is responsible for providing labor and an electrical power source to the furniture.)
 NOTE: Items may be discontinued without notice at any time.

TOTAL ESTIMATE	\$ _____
TAX (All tax rates are subject to change)	8.38%
AMOUNT DUE	\$ _____

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COMPANY NAME: _____ BOOTH NUMBER: _____

CONTACT NAME: _____

EMAIL ADDRESS: _____

— LAS VEGAS —
**ANTIQUE JEWELRY
 & WATCH SHOW**



Las Vegas Antique Jewelry & Watch Show
 Las Vegas Convention Center | Las Vegas, NV
 June 9 - 12, 2022


ACCENT CHAIRS

L174860622

ONLINE & DISCOUNT DEADLINE:* THURSDAY, MAY 19, 2022

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CODE	ITEM	QTY	ONLINE	DISCOUNT	REGULAR	TOTAL
CHR002	Allegro Chair - Blue Fabric, Brushed Metal		\$664.00	\$763.60	\$855.25	
ATHCHA	Atherton Chair - Brown Leather, Black Metal		\$550.65	\$633.25	\$709.25	
BCHWHT	Baja Chair - White Vinyl		\$736.00	\$846.40	\$947.95	
BOWCHA	Bowery Chair - Ochre Fabric		\$517.20	\$594.80	\$666.20	
CNTCHR	Century Chair - Gray Velvet		\$527.00	\$606.05	\$678.80	
FAIRCW	Fairfax Chair - White Vinyl, Brushed Metal		\$465.85	\$535.75	\$600.05	
KEYCHR	Key Largo Chair - Black Fabric, Wood		\$424.65	\$488.35	\$546.95	
LABREA	La Brea Swivel Chair - Charcoal Gray Fabric, Chrome		\$555.90	\$639.30	\$716.00	
LENCHA	Lena Chair - Moss Green Leather, Bronze		\$464.10	\$533.70	\$597.75	
BCW	Madrid Chair - White Vinyl, Chrome		\$1,011.45	\$1,163.15	\$1,302.75	
MONCHA	Montreal Chair - Blue, Black Metal		\$568.30	\$653.55	\$732.00	
MNCHCH	Munich Armless Chair - Gray Fabric, Black		\$630.50	\$725.05	\$812.05	
NPLCHP	 POWERED Naples Chair - Black Vinyl		\$857.05	\$985.60	\$1,103.85	
NPLCHR	Naples Chair - Black Vinyl		\$790.10	\$908.60	\$1,017.65	
STECHE	Sterling Chair - Gray Fabric		\$733.50	\$843.55	\$944.80	
SWAN	Swanson Swivel Chair - White Vinyl, Chrome		\$483.85	\$556.45	\$623.20	
TCHP	Tech Chair, No Tablet - Gray Vinyl, Chrome Base		\$405.15	\$465.90	\$521.80	
TCHGRY	 POWERED Tech Tablet Chair - Gray Vinyl, White Metal Tablet, Chrome Base		\$395.25	\$454.55	\$509.10	
VALCHA	Valencia Chair - Spice Orange Velvet		\$444.05	\$510.65	\$571.95	
WENCH	Wentworth Swivel Chair - Brown Vinyl		\$444.55	\$511.25	\$572.60	

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Email completed form to: orders@shepardes.com

— LAS VEGAS —
**ANTIQUE JEWELRY
 & WATCH SHOW**

Las Vegas Antique Jewelry & Watch Show
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INDIVIDUAL SEATING

L174860622

ONLINE & DISCOUNT DEADLINE:* THURSDAY, MAY 19, 2022

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CODE	ITEM	QTY	ONLINE	DISCOUNT	REGULAR	TOTAL
BLDCRD	Blade Chair - Red		\$91.20	\$104.90	\$117.50	
BLDCSB	Blade Chair - Sky Blue		\$91.20	\$104.90	\$117.50	
SC3	Brewer Chair - Onyx, Chrome		\$236.75	\$272.25	\$304.90	
XCHR	Christopher Chair - White Vinyl, Chrome		\$141.60	\$162.85	\$182.40	
DUET	Duet Stack Chair - Black, Chrome		\$87.50	\$100.60	\$112.65	
LMCHR	Laguna Chair - Maple, Chrome		\$200.70	\$230.80	\$258.50	
LUCHCL	Lucent Chair - Frosted Acrylic, Chrome		\$245.70	\$282.55	\$316.45	
MALGRN	Malba Chair - Green, Chrome		\$154.45	\$177.60	\$198.90	
MALGRY	Malba Chair - Gray, Chrome		\$154.45	\$177.60	\$198.90	
MARCBE	Marina Chair - Ocean Blue Fabric, Brushed Metal		\$198.85	\$228.70	\$256.15	
MARCBK	Marina Chair - Black Vinyl, Brushed Metal		\$198.85	\$228.70	\$256.15	
MARCBR	Marina Chair - Brown Fabric, Brushed Metal		\$198.85	\$228.70	\$256.15	
MARCRD	Marina Chair - Red Fabric, Brushed Metal		\$198.85	\$228.70	\$256.15	
MARCWH	Marina Chair - White Vinyl, Brushed Metal		\$198.85	\$228.70	\$256.15	
OCMWHT	Meeting Chair - White		\$339.70	\$390.65	\$437.55	
PASCHR	Pasadena Chair - White Molded Plastic w/Chrome Tower Base		\$320.55	\$368.65	\$412.90	
SC10	Razor Armless Chair - White		\$105.50	\$121.30	\$135.85	
RSTDIN	Rustique Chair w/ Arms - Gunmetal		\$177.55	\$204.20	\$228.70	
CS4	Syntax Chair - Black, Chrome		\$280.60	\$322.70	\$361.40	
ZENCHR	Zenith Chair - White, Chrome		\$226.50	\$260.45	\$291.70	

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Email completed form to: orders@shepardes.com

ONLINE & DISCOUNT DEADLINE:* THURSDAY, MAY 19, 2022

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Beverly Benches

CODE	ITEM	QTY	ONLINE	DISCOUNT	REGULAR	TOTAL
BVSMBK	Beverly Small Bench Ottoman - Black Vinyl		\$285.15	\$327.90	\$367.25	
BVSMBL	Beverly Small Bench Ottoman - Ocean Blue Fabric		\$285.15	\$327.90	\$367.25	
BVSMBN	Beverly Small Bench Ottoman - Brown Fabric		\$285.15	\$327.90	\$367.25	
BVSMGN	Beverly Small Bench Ottoman - Olive Green Fabric		\$285.15	\$327.90	\$367.25	
BVSMGY	Beverly Small Bench Ottoman - Grey Fabric		\$285.15	\$327.90	\$367.25	
BVSM LN	Beverly Small Bench Ottoman - Linen Fabric		\$285.15	\$327.90	\$367.25	
BVSM LV	Beverly Small Bench Ottoman - Lavender Fabric		\$285.15	\$327.90	\$367.25	
BVSMOR	Beverly Small Bench Ottoman - Orange Fabric		\$285.15	\$327.90	\$367.25	
BVSMRD	Beverly Small Bench Ottoman - Red Fabric		\$285.15	\$327.90	\$367.25	
BVSMWH	Beverly Small Bench Ottoman - White Vinyl		\$285.15	\$327.90	\$367.25	
BVSMYL	Beverly Small Bench Ottoman - Yellow Fabric		\$285.15	\$327.90	\$367.25	
BVLYBK	Beverly Bench - Black Vinyl		\$545.65	\$627.50	\$702.80	
BVLYBN	Beverly Bench - Brown Fabric		\$545.65	\$627.50	\$702.80	
BVLYGR	Beverly Bench - Grey Fabric		\$545.65	\$627.50	\$702.80	
BVLYLN	Beverly Bench - Linen Fabric		\$545.65	\$627.50	\$702.80	
BVLYOB	Beverly Bench - Ocean Fabric		\$545.65	\$627.50	\$702.80	
BVLYRD	Beverly Bench - Red Fabric		\$545.65	\$627.50	\$702.80	
BVLYWH	Beverly Bench - White Vinyl		\$545.65	\$627.50	\$702.80	

Metal Bench

CODE	ITEM	QTY	ONLINE	DISCOUNT	REGULAR	TOTAL
REG BEN	Regis Bench/Table - Brushed Metal		\$388.60	\$446.90	\$500.55	

Ottomans

CODE	ITEM	QTY	ONLINE	DISCOUNT	REGULAR	TOTAL
END01B	Endless Curved Ottoman - Black Vinyl, Chrome		\$566.25	\$651.20	\$729.35	
END01W	Endless Curved Ottoman - White Vinyl, Chrome		\$566.25	\$651.20	\$729.35	
END02B	Endless Square Ottoman - Black Vinyl, Chrome		\$355.20	\$408.50	\$457.50	
END02W	Endless Square Ottoman - White Vinyl, Chrome		\$355.20	\$408.50	\$457.50	

NOTE: Items may be discontinued without notice at any time.

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— LAS VEGAS —
**ANTIQUE JEWELRY
 & WATCH SHOW**

Las Vegas Antique Jewelry & Watch Show
 Las Vegas Convention Center | Las Vegas, NV
 June 9 - 12, 2022

CUBE & SWIVEL OTTOMANS

L174860622

ONLINE & DISCOUNT DEADLINE:* THURSDAY, MAY 19, 2022

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Vibe Cubes

CODE	ITEM	QTY	ONLINE	DISCOUNT	REGULAR	TOTAL
VIB01	Vibe Cube - Green		\$190.40	\$218.95	\$245.20	
VIB02	Vibe Cube - Blue		\$190.40	\$218.95	\$245.20	
VIB04	Vibe Cube - Red		\$190.40	\$218.95	\$245.20	
VIB05	Vibe Cube - Yellow		\$190.40	\$218.95	\$245.20	
VIB08	Vibe Cube - Orange		\$190.40	\$218.95	\$245.20	
VIB09	Vibe Cube - White Waterproof		\$190.40	\$218.95	\$245.20	
VIB10	Vibe Cube - Black Waterproof		\$190.40	\$218.95	\$245.20	
VIB11	Vibe Cube - Steel Blue Vinyl		\$190.40	\$218.95	\$245.20	
VIB12	Vibe Cube - Silver Vinyl		\$190.40	\$218.95	\$245.20	
VIB13	Vibe Cube - Purple Vinyl		\$190.40	\$218.95	\$245.20	
VIB14	Vibe Cube - Cirtus Green		\$190.40	\$218.95	\$245.20	
VIB15	Vibe Cube - Taupe Vinyl		\$190.40	\$218.95	\$245.20	
VIB16	Vibe Cube - Spice Orange		\$190.40	\$218.95	\$245.20	
VIB17	Vibe Cube - Desert Rose		\$190.40	\$218.95	\$245.20	

Marche Swivel

CODE	ITEM	QTY	ONLINE	DISCOUNT	REGULAR	TOTAL
MAR001	Marche Swivel - White		\$252.20	\$290.05	\$324.85	
MAR002	Marche Swivel - Grey		\$252.20	\$290.05	\$324.85	
MAR003	Marche Swivel - Linen		\$252.20	\$290.05	\$324.85	
MAR004	Marche Swivel - Raspberry		\$252.20	\$290.05	\$324.85	
MAR005	Marche Swivel - Red		\$252.20	\$290.05	\$324.85	
MAR006	Marche Swivel - Rose Qtz		\$252.20	\$290.05	\$324.85	
MAR007	Marche Swivel - Plum		\$252.20	\$290.05	\$324.85	
MAR008	Marche Swivel - Meadow Green		\$252.20	\$290.05	\$324.85	
MAR009	Marche Swivel - Pear		\$252.20	\$290.05	\$324.85	
MAR010	Marche Swivel - Blue		\$252.20	\$290.05	\$324.85	
MAR011	Marche Swivel - Orange		\$252.20	\$290.05	\$324.85	
MAR012	Marche Swivel - Forest Green		\$252.20	\$290.05	\$324.85	
MAR013	Marche Swivel - Teal Velvet		\$252.20	\$290.05	\$324.85	
MAR014	Marche Swivel - Distressed Brown		\$252.20	\$290.05	\$324.85	
MAR015	Marche Swivel - Black Vinyl		\$252.20	\$290.05	\$324.85	
MAR016	Marche Swivel - Ivory Faux Sheep Fur		\$252.20	\$290.05	\$324.85	

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TOTAL ESTIMATE	\$ _____
TAX (All tax rates are subject to change)	8.38%
AMOUNT DUE	\$ _____

COMPANY NAME: _____ BOOTH NUMBER: _____

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Email completed form to: orders@shepardes.com

— LAS VEGAS —
**ANTIQUE JEWELRY
 & WATCH SHOW**

Las Vegas Antique Jewelry & Watch Show
 Las Vegas Convention Center | Las Vegas, NV
 June 9 - 12, 2022



ACCENT TABLES: COCKTAIL & END

L174860622


ONLINE & DISCOUNT DEADLINE:* THURSDAY, MAY 19, 2022


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Cocktail Tables

CODE	ITEM	QTY	ONLINE	DISCOUNT	REGULAR	TOTAL
ALC100	Alondra Cocktail Table - Glass Top, Chrome		\$452.95	\$520.90	\$583.40	
ALC200	Alondra Cocktail Table - Brandy Maple Top, Chrome		\$452.95	\$520.90	\$583.40	
CIC	Geo Cocktail Table - Glass Top, Chrome		\$339.70	\$390.65	\$437.55	
CIFWB	Geo Cocktail Table - Brandy Maple Top, Black		\$396.35	\$455.80	\$510.50	
MESCTB	Mesa Cocktail Table - Black Top, Bronze		\$287.35	\$330.45	\$370.10	
MESCTG	Mesa Cocktail Table - Glass Top, Bronze		\$287.35	\$330.45	\$370.10	
MESCTW	Mesa Cocktail Table - Barnwood Top, Bronze		\$287.35	\$330.45	\$370.10	
CIE	Silverado Cocktail Table - Glass Top, Chrome		\$375.75	\$432.10	\$483.95	
CIW	Sydney Cocktail Table - White Top, Brushed Steel		\$380.90	\$438.05	\$490.60	
CIY	Sydney Cocktail Table - Black Top, Brushed Steel		\$380.90	\$438.05	\$490.60	
CIWP	 POWERED Sydney Cocktail Table - White Top, Brushed Steel		\$483.85	\$556.45	\$623.20	
CIYP	 POWERED Sydney Cocktail Table - Black Top, Brushed Steel		\$483.85	\$556.45	\$623.20	
SYDBEC	Sydney Cocktail Table - Blue Top, Brushed Steel		\$386.10	\$444.00	\$497.30	
SYDWDC	Sydney Cocktail Table - Barnwood Top, Brushed Steel		\$351.00	\$403.65	\$452.10	

End Tables

CODE	ITEM	QTY	ONLINE	DISCOUNT	REGULAR	TOTAL
ALE100	Alondra End Table - Glass Top, Chrome		\$326.85	\$375.90	\$421.00	
ALE200	Alondra End Table - Brandy Maple Top, Chrome		\$326.85	\$375.90	\$421.00	
CUBPOW	 POWERED Wireless Charging Table - White, AC Plug In		\$582.55	\$669.95	\$750.35	
EIC	Geo End Table - Glass Top, Chrome		\$334.55	\$384.75	\$430.90	
EIFWB	Geo End Table - Brandy Maple Top, Black		\$344.85	\$396.60	\$444.20	
MESETB	Mesa End Table - Black Top, Bronze		\$189.80	\$218.25	\$244.45	
MESETG	Mesa End Table - Glass Top, Bronze		\$189.80	\$218.25	\$244.45	
MESETW	Mesa End Table - Barnwood Top, Bronze		\$189.80	\$218.25	\$244.45	
REGOTT	Regis End Table - Brushed Metal		\$285.65	\$328.50	\$367.90	
EIE	Silverado End Table - Glass, Chrome		\$357.75	\$411.40	\$460.75	
EIW	Sydney End Table - White Top, Brushed Steel		\$344.85	\$396.60	\$444.20	
EIY	Sydney End Table - Black Top, Brushed Steel		\$344.85	\$396.60	\$444.20	
SYDBEE	Sydney End Table - Blue Top, Brushed Steel		\$339.25	\$390.15	\$436.95	
SYDWDE	Sydney End Table - Barnwood Top, Brushed Steel		\$339.25	\$390.15	\$436.95	

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Side Tables

CODE	ITEM	QTY	ONLINE	DISCOUNT	REGULAR	TOTAL
AURA	Aura Round Table - White Metal		\$195.60	\$224.95	\$251.95	
SEDBBK	Sedona Side Table - Black Top, Bronze		\$191.55	\$220.30	\$246.75	
SEDBWD	Sedona Side Table - Wood Top, Bronze		\$191.55	\$220.30	\$246.75	
SEDBWH	Sedona Side Table - White Top, Bronze		\$191.55	\$220.30	\$246.75	
TAOBBK	Taos Side Table - Black Top, Bronze		\$191.55	\$220.30	\$246.75	
TAOBWD	Taos Side Table - Wood Top, Bronze		\$191.55	\$220.30	\$246.75	
TAOBWH	Taos Side Table - White Top, Bronze		\$191.55	\$220.30	\$246.75	
TMBTBL	Timber Table - Wood		\$231.60	\$266.35	\$298.30	

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30" Round Bar Table with Black Base

CODE	ITEM	QTY	ONLINE	DISCOUNT	REGULAR	TOTAL
30ACBB	30" Round Bar Table w/ Standard Black Base - Brushed Gunmetal Top		\$371.55	\$427.30	\$478.60	
30BEBB	30" Round Bar Table w/ Standard Black Base - Blue Top		\$339.25	\$390.15	\$436.95	
30BKSB	30" Round Bar Table w/ Standard Black Base - Black Top		\$371.55	\$427.30	\$478.60	
30GSBB	30" Round Bar Table w/ Standard Black Base - Green Top		\$371.55	\$427.30	\$478.60	
30OSBB	30" Round Bar Table w/ Standard Black Base - Orange Top		\$371.55	\$427.30	\$478.60	
30WDBB	30" Round Bar Table w/ Standard Black Base - Barnwood Top		\$339.25	\$390.15	\$436.95	
30WH42	30" Round Bar Table w/ Standard Black Base - White Top		\$352.60	\$405.50	\$454.15	
30YBBB	30" Round Bar Table w/ Standard Black Base - Brushed Yellow Top		\$371.55	\$427.30	\$478.60	
VTB	30" Round Bar Table w/ Standard Black Base - Red Top		\$334.55	\$384.75	\$430.90	
VTJ	30" Round Bar Table w/ Standard Black Base - Graphite Nebula Top		\$334.55	\$384.75	\$430.90	
VTK	30" Round Bar Table w/ Standard Black Base - Maple Top		\$334.55	\$384.75	\$430.90	
VTA	30" Round Madison Bar Table w/ Standard Black Base - Gray Acajou Top		\$334.55	\$384.75	\$430.90	

36" Round Bar Table with Black Base

CODE	ITEM	QTY	ONLINE	DISCOUNT	REGULAR	TOTAL
36BKSB	36" Round Bar Table w/ Standard Black Base - Black Top		\$334.55	\$384.75	\$430.90	
VTN	36" Round Bar Table w/ Standard Black Base - Graphite Nebula Top		\$357.75	\$411.40	\$460.75	
VTW	36" Round Bar Table w/ Standard Black Base - White Top		\$357.75	\$411.40	\$460.75	
VTP	36" Round Bar Table w/ Standard Black Base - Maple Top		\$357.75	\$411.40	\$460.75	

30" Round Bar Table with Hydraulic Base

CODE	ITEM	QTY	ONLINE	DISCOUNT	REGULAR	TOTAL
30AGHB	30" Round Bar Table w/ Hydraulic Base - Brushed Gunmetal Top		\$448.45	\$515.70	\$577.60	
30BEHB	30" Round Bar Table w/ Hydraulic Base - Blue Top		\$409.45	\$470.85	\$527.35	
30BKHB	30" Round Bar Table w/ Hydraulic Base - Black Top		\$448.45	\$515.70	\$577.60	
30BRHB	30" Round Bar Table w/ Hydraulic Base - Red Top		\$406.65	\$467.65	\$523.75	
30GRHB	30" Round Bar Table w/ Hydraulic Base - Graphite Nebula Top		\$406.65	\$467.65	\$523.75	
30GSHB	30" Round Bar Table w/ Hydraulic Base - Green Top		\$448.45	\$515.70	\$577.60	
30MTHB	30" Round Bar Table w/ Hydraulic Base - Maple Top		\$406.65	\$467.65	\$523.75	
30OSHB	30" Round Bar Table w/ Hydraulic Base - Orange Top		\$448.45	\$515.70	\$577.60	
30WDHB	30" Round Bar Table w/ Hydraulic Base - Barnwood Top		\$409.45	\$470.85	\$527.35	
30WHHB	30" Round Bar Table w/ Hydraulic Base - White Top		\$440.15	\$506.15	\$566.90	
30YSHB	30" Round Bar Table w/ Hydraulic Base - Brushed Yellow Top		\$448.45	\$515.70	\$577.60	
30MAHB	30" Round Madison Bar Table w/ Hydraulic Base - Gray Acajou Top		\$406.65	\$467.65	\$523.75	

36" Round Bar Table with Hydraulic Base

CODE	ITEM	QTY	ONLINE	DISCOUNT	REGULAR	TOTAL
36BKHB	36" Round Bar Table w/ Hydraulic Base - Black Top		\$484.80	\$557.50	\$624.40	
36GRHB	36" Round Bar Table w/ Hydraulic Base - Graphite Nebula Top		\$442.70	\$509.10	\$570.20	
36MTHB	36" Round Bar Table w/ Hydraulic Base - Maple Top		\$442.70	\$509.10	\$570.20	
36WTHB	36" Round Bar Table w/ Hydraulic Base - White Top		\$442.70	\$509.10	\$570.20	

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Metal Bar Table

CODE	ITEM	QTY	ONLINE	DISCOUNT	REGULAR	TOTAL
RSTSQT	Rustique Square Metal Bar Table - Gunmetal		\$370.60	\$426.20	\$477.35	

Ventura Communal Bar Tables

CODE	ITEM	QTY	ONLINE	DISCOUNT	REGULAR	TOTAL
VNTBNP	Ventura Communal Bar Table - Black Top, Silver		\$898.20	\$1,032.95	\$1,156.90	
VNTMNP	Ventura Communal Bar Table - Maple Top, Silver		\$898.20	\$1,032.95	\$1,156.90	
VNTWNP	Ventura Communal Bar Table - White Top, Silver		\$898.20	\$1,032.95	\$1,156.90	
VNTBMW	Ventura Communal Bar Table w/ Grommet Holes - Maple Top, Silver		\$898.20	\$1,032.95	\$1,156.90	
VNTBWV	Ventura Communal Bar Table w/ Grommet Holes - White Top, Silver		\$898.20	\$1,032.95	\$1,156.90	
VNTBLK	 POWERED Ventura Communal Bar Table, Powered - Black Top, Silver		\$1,060.35	\$1,219.40	\$1,365.75	
VNTWHT	 POWERED Ventura Communal Bar Table, Powered - White Top, Silver		\$1,060.35	\$1,219.40	\$1,365.75	

 = **Electrical Power** (Client is responsible for providing labor and an electrical power source to the furniture.)

Bars

CODE	ITEM	QTY	ONLINE	DISCOUNT	REGULAR	TOTAL
MTBLPI	Midtown Bar, Lighted w/ Plug In - Taupe Glass Top, Pewter		\$2,000.50	\$2,300.55	\$2,576.60	
MTBUUL	Midtown Bar, Unlighted - Taupe Glass Top, Pewter		\$1,871.75	\$2,152.50	\$2,410.80	

Counters

CODE	ITEM	QTY	ONLINE	DISCOUNT	REGULAR	TOTAL
MTCLPI	Midtown Powered Counter, Lighted w/ Plug In - Taupe Glass Top, Pewter		\$2,000.50	\$2,300.55	\$2,576.60	
MTCPUL	Midtown Powered Counter, Unlighted - Taupe Glass Top, Pewter		\$1,883.50	\$2,166.00	\$2,425.90	

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TOTAL ESTIMATE	\$ _____
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AMOUNT DUE	\$ _____

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ONLINE & DISCOUNT DEADLINE:* THURSDAY, MAY 19, 2022

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30" Round Café Table with Black Base

CODE	ITEM	QTY	ONLINE	DISCOUNT	REGULAR	TOTAL
30AGBC	30" Round Cafe Table w/ Standard Black Base - Brushed Gunmetal Top		\$333.05	\$383.00	\$428.95	
30BEBC	30" Round Cafe Table w/ Standard Black Base - Blue Top		\$304.15	\$349.75	\$391.70	
30BKSC	30" Round Cafe Table w/ Standard Black Base - Black Top		\$304.15	\$349.75	\$391.70	
30GSBC	30" Round Cafe Table w/ Standard Black Base - Green Top		\$333.05	\$383.00	\$428.95	
30OSBC	30" Round Cafe Table w/ Standard Black Base - Orange Top		\$333.05	\$383.00	\$428.95	
30WDBC	30" Round Cafe Table w/ Standard Black Base - Barnwood Top		\$304.15	\$349.75	\$391.70	
30WH29	30" Round Cafe Table w/ Standard Black Base - White Top		\$321.70	\$369.95	\$414.35	
30YSBC	30" Round Cafe Table w/ Standard Black Base - Brushed Yellow Top		\$333.05	\$383.00	\$428.95	
ZTA	30" Round Madison Cafe Table w/ Standard Black Base - Gray Acajou Top		\$314.00	\$361.10	\$404.45	
ZTB	30" Round Cafe Table w/ Standard Black Base - Red Top		\$303.75	\$349.30	\$391.20	
ZTJ	30" Round Cafe Table w/ Standard Black Base - Graphite Nebula Top		\$303.75	\$349.30	\$391.20	
ZTK	30" Round Cafe Table w/ Standard Black Base - Maple Top		\$303.75	\$349.30	\$391.20	

36" Round Café Table with Black Base

CODE	ITEM	QTY	ONLINE	DISCOUNT	REGULAR	TOTAL
36BKSC	36" Round Cafe Table w/ Standard Black Base - Black Top		\$333.05	\$383.00	\$428.95	
ZTN	36" Round Cafe Table w/ Standard Black Base - Graphite Nebula Top		\$332.00	\$381.80	\$427.60	
ZTP	36" Round Cafe Table w/ Standard Black Base - Maple Top		\$332.00	\$381.80	\$427.60	
ZTQ	36" Round Cafe Table w/ Standard Black Base - White Top		\$332.00	\$381.80	\$427.60	

30" Round Café Table with Chrome Hydraulic Base

CODE	ITEM	QTY	ONLINE	DISCOUNT	REGULAR	TOTAL
30AGHC	30" Round Cafe Table w/ Hydraulic Base - Brushed Gunmetal Top		\$447.75	\$514.90	\$576.70	
30BEHC	30" Round Cafe Table w/ Hydraulic Base - Blue Top		\$409.45	\$470.85	\$527.35	
30BKHC	30" Round Cafe Table w/ Hydraulic Base - Black Top		\$447.75	\$514.90	\$576.70	
30BRHC	30" Round Cafe Table w/ Hydraulic Base - Red Top		\$406.65	\$467.65	\$523.75	
30GRHC	30" Round Cafe Table w/ Hydraulic Base - Graphite Nebula Top		\$406.65	\$467.65	\$523.75	
30GSHC	30" Round Cafe Table w/ Hydraulic Base - Green Top		\$447.75	\$514.90	\$576.70	
30MTHC	30" Round Cafe Table w/ Hydraulic Base - Maple Top		\$406.65	\$467.65	\$523.75	
30OSHC	30" Round Cafe Table w/ Hydraulic Base - Orange Top		\$447.75	\$514.90	\$576.70	
30WDHC	30" Round Cafe Table w/ Hydraulic Base - Barnwood Top		\$409.45	\$470.85	\$527.35	
30WHHC	30" Round Cafe Table w/ Hydraulic Base - White Top		\$440.15	\$506.15	\$566.90	
30YSHC	30" Round Cafe Table w/ Hydraulic Base - Brushed Yellow Top		\$447.75	\$514.90	\$576.70	
30MAHC	30" Round Madison Cafe Table w/ Hydraulic Base - Gray Acajou Top		\$406.65	\$467.65	\$523.75	

— LAS VEGAS —
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CAFÉ TABLES CONTINUED

L174860622



ONLINE & DISCOUNT DEADLINE:* THURSDAY, MAY 19, 2022


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36" Round Café Table with Chrome Hydraulic Base

CODE	ITEM	QTY	ONLINE	DISCOUNT	REGULAR	TOTAL
36BKHC	36" Round Cafe Table w/ Hydraulic Base - Black Top		\$484.80	\$557.50	\$624.40	
36GRHC	36" Round Cafe Table w/ Hydraulic Base - Graphite Nebula Top		\$442.70	\$509.10	\$570.20	
36MTHC	36" Round Cafe Table w/ Hydraulic Base - Maple Top		\$442.70	\$509.10	\$570.20	
36WTHC	36" Round Cafe Table w/ Hydraulic Base - White Top		\$442.70	\$509.10	\$570.20	

Ventura Communal Café Tables

CODE	ITEM	QTY	ONLINE	DISCOUNT	REGULAR	TOTAL
VNTCBN	Ventura Communal Cafe Table - Black Top, Silver		\$690.25	\$793.80	\$889.05	
VNTCMN	Ventura Communal Cafe Table - Maple Top, Silver		\$690.25	\$793.80	\$889.05	
VNTCWN	Ventura Communal Cafe Table - White Top, Silver		\$690.25	\$793.80	\$889.05	
VNTCMW	Ventura Communal Cafe Table w/ Grommet Holes - Maple Top, Silver		\$690.25	\$793.80	\$889.05	
VNTCWW	Ventura Communal Cafe Table w/ Grommet Holes - White Top, Silver		\$690.25	\$793.80	\$889.05	
VNTCBK	 POWERED Communal Ventura Cafe Table - Black Top, Silver		\$783.80	\$901.35	\$1,009.50	
VNTCWH	 POWERED Communal Ventura Cafe Table - White Top, Silver		\$783.80	\$901.35	\$1,009.50	

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BAR STOOLS

L174860622

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Bar Stools

CODE	ITEM	QTY	ONLINE	DISCOUNT	REGULAR	TOTAL
BSS	Banana Barstool - Black, Chrome		\$337.15	\$387.70	\$434.20	
BST	Banana Barstool - White, Chrome		\$337.15	\$387.70	\$434.20	
BLDBRD	Blade Barstool - Red		\$175.50	\$201.80	\$226.00	
BLDBSB	Blade Barstool - Sky Blue		\$175.50	\$201.80	\$226.00	
XBAR	Christopher Barstool - White Vinyl, Chrome		\$244.50	\$281.15	\$314.90	
LMBAR	Laguna Barstool - Maple, Chrome		\$252.20	\$290.05	\$324.85	
ROLLBL	Lift Barstool - Black Vinyl, Chrome		\$285.65	\$328.50	\$367.90	
ROLLGY	Lift Barstool - Gray Vinyl, Chrome		\$285.65	\$328.50	\$367.90	
ROLLRD	Lift Barstool - Red Vinyl, Chrome		\$285.65	\$328.50	\$367.90	
ROLLWH	Lift Barstool - White Vinyl, Chrome		\$285.65	\$328.50	\$367.90	
LUBSCL	Lucent Barstool - Frosted Acrylic, Chrome		\$351.00	\$403.65	\$452.10	
MARBBE	Marina Barstool - Ocean Blue Fabric, Brushed Metal		\$285.15	\$327.90	\$367.25	
MARBBK	Marina Barstool - Black Vinyl, Brushed Metal		\$285.15	\$327.90	\$367.25	
MARBBR	Marina Barstool - Brown Fabric, Brushed Metal		\$285.15	\$327.90	\$367.25	
MARBRD	Marina Barstool - Red Fabric, Brushed Metal		\$285.15	\$327.90	\$367.25	
MARBWH	Marina Barstool - White Vinyl, Brushed Metal		\$285.15	\$327.90	\$367.25	
RSTSTL	Rustique Barstool - Gunmetal		\$195.60	\$224.95	\$251.95	
BS001	Shark Barstool - White, Chrome		\$429.85	\$494.35	\$553.65	
BSR	Syntax Barstool - Black, Chrome		\$306.30	\$352.25	\$394.50	
ZENBAR	Zenith Barstool - White, Chrome		\$226.50	\$260.45	\$291.70	
BS002	Zoey Barstool - White, Chrome		\$393.75	\$452.80	\$507.15	

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Conference Tables

CODE	ITEM	QTY	ONLINE	DISCOUNT	REGULAR	TOTAL
BKCT10N	10' Table - Black Top, Silver		\$877.10	\$1,008.65	\$1,129.70	
BKCT10P	 POWERED 10' Table - Black Top, Silver		\$1,095.40	\$1,259.70	\$1,410.85	
CB8	42" Round Madison Table - Gray Acajou, Black		\$234.20	\$269.35	\$301.65	
42BKCT	42" Round Table - Black Top, Black		\$517.45	\$595.05	\$666.45	
CB1	42" Round Table - Graphite Nebula Top		\$519.95	\$597.95	\$669.70	
CONF42	42" Round Table - White Top		\$519.95	\$597.95	\$669.70	
BKCT5N	5' Table - Black Top, Silver		\$440.50	\$506.60	\$567.40	
BKCT5P	 POWERED 5' Table - Black Top, Silver		\$570.30	\$655.85	\$734.55	
BKCT8N	8' Table - Black Top, Silver		\$877.10	\$1,008.65	\$1,129.70	
BKCT8P	 POWERED 8' Table - Black Top, Silver		\$1,095.40	\$1,259.70	\$1,410.85	
36ATO	Atomic 36" Round Table - Glass Top, Chrome		\$429.85	\$494.35	\$553.65	
42ATO	Atomic 42" Round Table - Glass Top, Chrome		\$429.85	\$494.35	\$553.65	
CE2	Geo Table, Rectangle - Glass Top, Chrome		\$609.95	\$701.45	\$785.60	
CF2	Geo Table, Rectangle - Glass Top, Black		\$609.95	\$701.45	\$785.60	
CE1	Geo Table, Rounded Square - Glass Top, Chrome		\$429.85	\$494.35	\$553.65	
CF1	Geo Table, Rounded Square - Glass Top, Black		\$429.85	\$494.35	\$553.65	
MADC05	Madison 5' Table - Gray Acajou, Chrome		\$651.15	\$748.80	\$838.65	
MADC08	Madison 8' Table - Gray Acajou, Chrome		\$1,299.70	\$1,494.65	\$1,674.00	
MADC10	Madison 10' Table - Gray Acajou, Chrome		\$1,299.70	\$1,494.65	\$1,674.00	

Work Table

CODE	ITEM	QTY	ONLINE	DISCOUNT	REGULAR	TOTAL
WD3	Work Table - White Top, White		\$447.75	\$514.90	\$576.70	

 = **Electrical Power** (Client is responsible for providing labor and an electrical power source to the furniture.)
 NOTE: Items may be discontinued without notice at any time.

TOTAL ESTIMATE	\$ _____
TAX (All tax rates are subject to change)	8.38%
AMOUNT DUE	\$ _____

Submission of this form indicates you read and accept the Payment Policy and Terms & Conditions. There are no exchanges or refunds once item has been delivered to your booth. Cancellations must be received in writing 14 days prior to first exhibitor move in day. Rental items found and in use in your booth are subject to "Regular" pricing.

COMPANY NAME: _____ BOOTH NUMBER: _____

CONTACT NAME: _____

EMAIL ADDRESS: _____



ONLINE & DISCOUNT DEADLINE:* THURSDAY, MAY 19, 2022

* Order with complete Method of Payment must be received before Discount Deadline date to receive discounted pricing.

Seating

CODE	ITEM	QTY	ONLINE	DISCOUNT	REGULAR	TOTAL
CUPCHA	Cupertino Mid Back Chair - Black Vinyl		\$410.50	\$472.10	\$528.75	
GENCHA	Genesis Chair - Black		\$358.25	\$412.00	\$461.45	
PROGB	Pro Executive Guest Chair - Black Vinyl, Chrome		\$352.60	\$405.50	\$454.15	
PROEXB	Pro Executive High Back Chair - Black Vinyl, Chrome		\$501.85	\$577.15	\$646.40	
PROEXE	Pro Executive High Back Chair - White Vinyl, Chrome		\$501.85	\$577.15	\$646.40	
PROMDB	Pro Executive Mid Back Chair - Black Vinyl, Chrome		\$329.40	\$378.80	\$424.25	
PROMID	Pro Executive Mid Back Chair - White Vinyl, Chrome		\$319.10	\$366.95	\$411.00	
TASKST	Task Stool - Black Fabric, Black		\$198.85	\$228.70	\$256.15	

Desks

CODE	ITEM	QTY	ONLINE	DISCOUNT	REGULAR	TOTAL
TECH	 POWERED Tech Desk - Black Metal, Black Laminate w/ Electrical Unit		\$609.95	\$701.45	\$785.60	
TECH3B	 POWERED Tech Desk w/ 3 Drawer File Cabinet - Black Metal, Black Laminate w/ Electrical Unit		\$754.10	\$867.20	\$971.25	
JD8	Madison Executive Desk - Gray Acajou, Chrome		\$821.00	\$944.15	\$1,057.45	

Storage

CODE	ITEM	QTY	ONLINE	DISCOUNT	REGULAR	TOTAL
BC8	Madison Bookcase - Gray Acajou, Chrome		\$594.55	\$683.75	\$765.80	
TECH3	Cabinet on Castors - Black Top, Black Metal		\$200.70	\$230.80	\$258.50	

 = **Electrical Power** (Client is responsible for providing labor and an electrical power source to the furniture.)

NOTE: Items may be discontinued without notice at any time.

TOTAL ESTIMATE	\$ _____
TAX (All tax rates are subject to change)	8.38%
AMOUNT DUE	\$ _____

Submission of this form indicates you read and accept the Payment Policy and Terms & Conditions. There are no exchanges or refunds once item has been delivered to your booth. Cancellations must be received in writing 14 days prior to first exhibitor move in day. Rental items found and in use in your booth are subject to "Regular" pricing.

COMPANY NAME: _____ BOOTH NUMBER: _____

CONTACT NAME: _____

EMAIL ADDRESS: _____

ONLINE & DISCOUNT DEADLINE:* THURSDAY, MAY 19, 2022

* Order with complete Method of Payment must be received before Discount Deadline date to receive discounted pricing.

Boxwood Hedges

CODE	ITEM	QTY	ONLINE	DISCOUNT	REGULAR	TOTAL
HDC4FT	4' Boxwood Hedge		\$596.60	\$686.10	\$768.45	
HDC7FT	7' Boxwood Hedge		\$971.00	\$1,116.65	\$1,250.65	

Stanchions

CODE	ITEM	QTY	ONLINE	DISCOUNT	REGULAR	TOTAL
STNSGN	Stanchion Sign Holder - Chrome		\$53.10	\$61.05	\$68.40	
STNCHI	Stanchion w/ Retractable Belt - Black, Chrome		\$60.95	\$70.10	\$78.50	

Dividers

CODE	ITEM	QTY	ONLINE	DISCOUNT	REGULAR	TOTAL
DIVBAR	Bar/Counter Divider - Clear, Black		\$171.10	\$196.75	\$220.35	
DIVFRE	Freestanding Divider - Clear, Silver		\$344.15	\$395.75	\$443.25	
DIVFCR	Freestanding Corner Divider - Clear, Silver		\$688.25	\$791.50	\$886.50	
DIVFWL	Freestanding Wall Divider - Clear, Silver		\$344.15	\$395.75	\$443.25	
DIVFST	Sofa/Table Divider - Clear, Silver		\$308.70	\$355.00	\$397.60	
DIVFWB	Freestanding Whiteboard Divider - White, Silver		\$428.70	\$493.00	\$552.15	
MIRWHT	Miramar Divider - White Molded Plastic		\$440.50	\$506.60	\$567.40	

NOTE: Items may be discontinued without notice at any time.

TOTAL ESTIMATE	\$ _____
TAX (All tax rates are subject to change)	8.38%
AMOUNT DUE	\$ _____

Submission of this form indicates you read and accept the Payment Policy and Terms & Conditions. There are no exchanges or refunds once item has been delivered to your booth. Cancellations must be received in writing 14 days prior to first exhibitor move in day. Rental items found and in use in your booth are subject to "Regular" pricing.

COMPANY NAME: _____ BOOTH NUMBER: _____


CONTACT NAME: _____

EMAIL ADDRESS: _____

ONLINE & DISCOUNT DEADLINE:* THURSDAY, MAY 19, 2022

* Order with complete Method of Payment must be received before Discount Deadline date to receive discounted pricing.





Charging Hub

CODE	ITEM	QTY	ONLINE	DISCOUNT	REGULAR	TOTAL
VILHUB	 POWERED Village Charging Hub - Cream		\$257.60	\$296.25	\$331.80	

Lamps


CODE	ITEM	QTY	ONLINE	DISCOUNT	REGULAR	TOTAL
LA14	Mason Silver Table Lamp - Brushed Silver		\$195.60	\$224.95	\$251.95	
LA15	Mason Silver Floor Lamp - Brushed Silver		\$298.55	\$343.35	\$384.55	

Pedestals

PDL36B	 POWERED 36" Locking Pedestal - Black		\$682.00	\$784.30	\$878.40	
PDL36W	 POWERED 36" Locking Pedestal - White		\$682.00	\$784.30	\$878.40	
PDL42B	 POWERED 42" Locking Pedestal - Black		\$808.20	\$929.45	\$1,041.00	
PDL42W	 POWERED 42" Locking Pedestal - White		\$808.20	\$929.45	\$1,041.00	

Shelving

PSHCCS	Posh Shelving - Chrome, Acrylic		\$697.50	\$802.10	\$898.35	
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 = **Electrical Power** (Client is responsible for providing labor and an electrical power source to the furniture.
 NOTE: Items may be discontinued without notice at any time.

TOTAL ESTIMATE	\$ _____
TAX (All tax rates are subject to change)	8.38%
AMOUNT DUE	\$ _____

Submission of this form indicates you read and accept the Payment Policy and Terms & Conditions. There are no exchanges or refunds once item has been delivered to your booth. Cancellations must be received in writing 14 days prior to first exhibitor move in day. Rental items found and in use in your booth are subject to "Regular" pricing.

COMPANY NAME: _____ BOOTH NUMBER: _____

CONTACT NAME: _____

EMAIL ADDRESS: _____

DISCOUNT DEADLINE:* TUESDAY, MAY 10, 2022

* Order with complete Method of Payment must be received before Discount Deadline date to receive discounted pricing.

Sign prices are based on customer supplying print-ready graphics in the requested format. Please see our Graphic Guidelines page for specific file/artwork information and the Graphic Upload page for a step by step guide on uploading your artwork.

Foam Core Signs, Single Sided

CODE	ITEM	QTY	ONLINE	DISCOUNT	REGULAR	TOTAL
70009	22" x 28" Vertical		\$140.60	\$161.70	\$181.10	
70010	22" x 28" Horizontal		\$140.60	\$161.70	\$181.10	
70011	28" x 44" Vertical		\$293.10	\$337.05	\$377.50	
70012	28" x 44" Horizontal		\$293.10	\$337.05	\$377.50	
70027	38.25" x 90.75" Meter Board, Trovicel Panel		\$593.35	\$682.35	\$764.25	
70138	39" x 84" Meter Board, Ultraboard		\$337.50	\$388.10	\$434.65	

Printed Vinyl Banners (per sq. ft.)

CODE	ITEM	QTY	ONLINE	DISCOUNT	REGULAR	TOTAL
70065	Vertical with Grommets		\$24.40	\$28.05	\$31.40	
70071	Horizontal with Grommets		\$24.40	\$28.05	\$31.40	
70066	Vertical with Pockets		\$26.20	\$30.15	\$33.75	
70072	Horizontal with Pockets		\$26.20	\$30.15	\$33.75	

Table Clings

CODE	ITEM	QTY	ONLINE	DISCOUNT	REGULAR	TOTAL
70034	36" x 36" Round Table Cling <i>Table clings are made to fit our standard pedestal table tops.</i>		\$227.45	\$261.55	\$292.95	

Accessories

CODE	ITEM	QTY	ONLINE	DISCOUNT	REGULAR	TOTAL
70017	4' x 8' Blank Foamcore		\$52.25	\$60.10	\$67.30	
70021	Velcro/per ft. (Minimum of 5')		\$3.35	\$3.85	\$4.30	
70004	7" x 44" ID Sign		\$57.55	\$66.20	\$74.15	
50094	Floor Easel		\$60.80	\$69.90	\$78.30	
50095	22" x 28" Chrome Sign Holder		\$106.85	\$122.90	\$137.65	
50508	Cardboard Meter Board Base, Black		\$22.50	\$25.85	\$28.95	

TOTAL ESTIMATE \$ _____

TAX (All tax rates are subject to change) 8.38%

AMOUNT DUE \$ _____

Submission of this form indicates you read and accept the Payment Policy and Terms & Conditions. Due to the custom nature of this product, no refunds or cancellations are available once ordered.

COMPANY NAME: _____ BOOTH NUMBER: _____

CONTACT NAME: _____

EMAIL ADDRESS: _____

UPLOADING GRAPHICS 101

ADDING FILES TO THE FTP.

Las Vegas Antique Jewelry & Watch Show

Las Vegas Convention Center | Las Vegas, NV

L174860622

June 9 - 12, 2022

All graphic files for ordered products should be uploaded to our FTP site. Please see Graphic Guidelines page for detailed file specifications.

Before Sending Files

1. Please name your files for easy identification using the following format:

Company Name_Booth#_Panel Letter

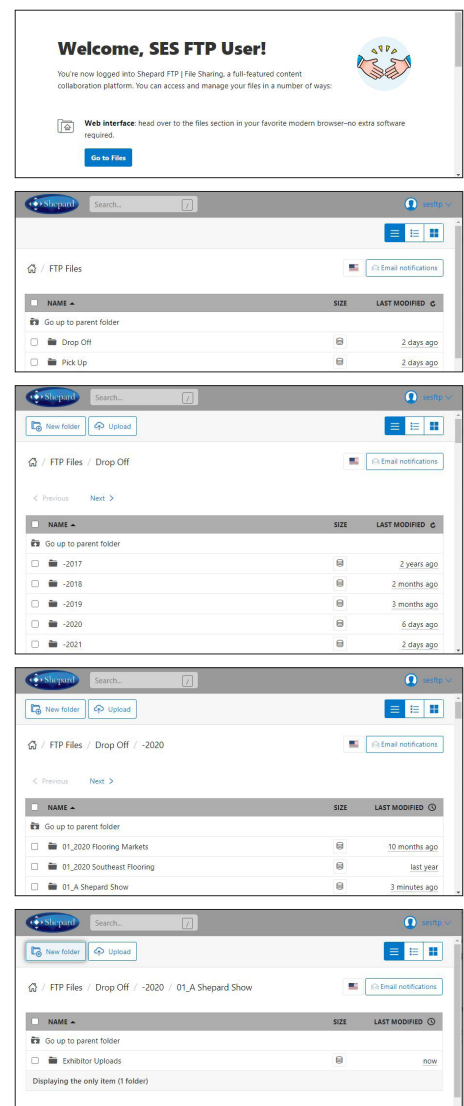
example: Shepard_Booth1905_Panel A.pdf

2. Packaged files should be compressed (.zip) and include document, fonts and images needed.

Submitting Your Files

1. Go to: files.shepardes.com.
2. Login to the FTP site.
User Name = sesftp
Password = ftpftp
3. Click the **Go to Files** button.
4. Select the "Drop Off" folder.
5. Navigate to the show folder using the following path:
Year → Month → Show Name → Exhibitor Uploads
example: 2020 → 01_Shepard Show → Exhibitor Uploads
6. Upload files by drag and drop OR by selecting the **Upload** button and browse to the files you want to upload.
NOTE: You can create additional folders using the New Folder button to help with organizing uploads. Be careful when doing this, as you can not delete these.
7. When upload is complete, email the name of your files to:
orders@shepardes.com with the subject line: "Show Name" FTP Upload.

Failure to follow these steps could result in delayed graphics.



SHEPARD GRAPHIC GUIDELINES

DIRECT TO SUBSTRATE PRINTING.

Ensure your brand is professionally showcased.
With Shepard, You Can.





Our talented, in-house design team provides graphic layout services to ensure a seamless transfer of files for print and production. If files are being provided, please provide these guidelines to your designer to use as a roadmap for designing and submitting graphics.

Document Size & Specs

- All artwork should be created at 100% size at 150 dpi or in a proportionally scaled down format.
examples: 50% at 300 dpi OR 25% at 600 dpi
- Please mark artwork size if scaled down.
example: DESIGNED AT 50%
- All content should be kept within the live area, leave approximately 2" all the way around artwork to ensure sign holder or structure metal does not cut off content.
- When working between Adobe programs, DO NOT copy & paste objects from Illustrator to InDesign files. This causes objects to not print correctly. Save elements from Illustrator and place them in InDesign.

Acceptable File Formats

Shepard uses the most current version of Adobe Creative Cloud®. If providing native files from another version, please also provide an .idml file. **WE DO NOT ACCEPT:** Microsoft® Word®, Excel®, or PowerPoint® files.

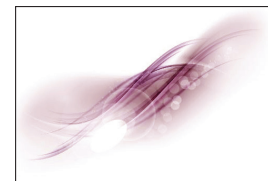
PROGRAM	FILE EXTENSION	SPECIAL CONSIDERATIONS
 Acrobat	.pdf	Must be high resolution with fonts embedded.
 InDesign	.indd or .idml	Images embedded and fonts changed to outlines or send a packaged file with fonts and images.
 Illustrator	.ai or .eps	Vector artwork. Images embedded and fonts changed to outlines or send a packaged file with fonts and images.
 Photoshop	.psd .tiff .jpeg .eps	Raster artwork. Must be built in CMYK color space.

Color

- Artwork must be created in the **CMYK color space**.
- If **PMS color matching** is required during the printing process, please **use Pantone®+ Solid Coated swatches** in your artwork.
- Converting color from RGB to CMYK will change the vibrancy and the look of some effects, DO NOT design artwork in RGB. Colors may vary due to output devices.



RGB Color Space.



CMYK Color Space.

Fonts & Links

If creating artwork in Adobe® InDesign® or Illustrator® there are two options when supplying fonts.

- **Change fonts to outlines.** This prevents fonts defaulting or being substituted throughout the layout and production process. *REMEMBER: if creating outlines, text is no longer editable.*
- **Package the fonts.** From InDesign or Illustrator select File → Package → Check “Copy Fonts” and submit PC format TTF fonts or OTF fonts with your artwork.
- **Package the links.** From InDesign or Illustrator select File → Package → Check “Copy Linked Graphics” and submit all images with your artwork.

SHEPARD GRAPHIC GUIDELINES

CONTINUED

Artwork can be created in several ways.
Here are some things to consider.

Vector

- Vector-based artwork is resolution independent and can be enlarged or reduced without loss of quality.
- This is the preferred file type and is most often created in Illustrator and used for creation of logos and icons.

Raster

- Raster-based artwork is resolution dependent and will reproduce poorly if the appropriate file resolution is not supplied correctly.
- If supplying raster art, it is best to save your artwork in a 1 to 1 (full size) output ratio at 150 dpi or higher. Lower resolutions (1MB or smaller) will result in reduced image quality. File size should not exceed 200MB (if possible).
- Raster images are most often created in Photoshop and is most often used for photographic images.



Vector Logo at 100% scale.



Vector Logo at 200% scale.



Raster Logo at 100% scale.



Raster Logo at 200% scale.

Resolution

- Artwork should scale to 150 dpi at 100% scale to ensure the artwork remains high resolution when printed at full size. See examples and samples below.

*examples: 1:1 or 100% - resolution no less than 150 dpi
2:1 or 50% - resolution no less than 300 dpi
4:1 or 25% - resolution no less than 600 dpi*

- Images pulled from the Internet are NOT suitable for high quality, large format printing. These images are low resolution and will not reproduce well.
- Verify resolution by viewing artwork on the screen at full size in high definition. Observe image from different distances away, artwork is typically view from a couple feet away.

Before Sending Files

- Please name your files appropriately for easy identification.

*examples: Poster_22x28.pdf
Panel A_1920x898_Qty3.pdf
Shepard_Booth1905_Panel A.pdf*

- Clients should compress information that they transfer electronically (.zip).

NOTE: Please provide a JPEG thumbnail or low resolution PDF of the graphic for the Account Executive to view, this helps when creating/entering orders in our system.

Submitting Your Files

- **FTP.** Ask your Account Executive to create a folder in the "Dropoff Folder." Packaged files should be compressed (.zip).

Website: files.shepardes.com

Login: [sesftp](#)

Password: [ftpftp](#)

- **Email Attachment.** MAXIMUM SIZE: 10MB
- **Large File Transfer Site.** DropBox, YouSendIt, WeTransfer, Hightail, etc.

LABOR RULES & REGULATIONS

Las Vegas, Nevada

LABOR

The installation and dismantling of prefabricated displays comes under the jurisdiction of the Teamster union.

Union Labor is available to assist in the installation and dismantling of exhibit booths. Exhibit labor, freight and rigging labor, electricians and plumbers can be arranged for at established rates, using the enclosed order forms.

EXHIBIT LABOR JURISDICTION

Teamster union exhibit labor claims jurisdiction for the installation, dismantling, and first cleaning of prefabricated exhibits and displays. However, exhibitors may set up their own exhibit display if they are a full time employee of the exhibiting company with proof of employment and proper identification. The Union's jurisdiction does not cover the placement of your products on display, the opening of cartons containing your products, nor the performance, testing, maintenance or repairs of your products.

Exhibitors are not permitted to use tools of any type (screwdrivers, hammers, electric drills, power saws, etc) on booths of any size, unless they are full time employees of the exhibiting company with proof of employment and proper identification.

When union labor is required, you may provide your company personnel to work along with a union installer on a one to one basis. All company working personnel must have proof of employment with the said exhibiting company. If the exhibiting company chooses to hire an EAC for install or dismantle they are required to use local union members.

MATERIAL/FREIGHT HANDLING JURISDICTION

The Teamsters have jurisdiction over all unloading and reloading of materials. The union also has jurisdiction over the operation of all material handling equipment – this includes all dollies and hand trucks. It also has the jurisdiction of the unloading, uncrating, unskidding, leveling, painting and assembly of machinery and equipment as well as the reverse process.

An exhibitor may “hand carry” material provided they do not use any material handling equipment to assist them. When exhibitors choose to hand carry material, they may not be permitted access to the loading dock/freight door areas. Items must be carried by hand, by one person.

Vehicles must not be left unattended at the loading areas. Any unattended vehicles will be towed at the owner's expense.

GRATUITIES /BREAKS

Tipping is expressly prohibited. This includes such practices as giving money, merchandise, or other special consideration for services rendered. Do not give coffee breaks other than mid-morning and mid-afternoon, when the union has a 15 minute paid break. Meal breaks are one hour. Any attempt to solicit a gratuity by an employee for any service should be reported immediately to Shepard Exposition Services.

IN GENERAL

Exhibitors do not have to respond to grievances or complaints from union and trade personnel with respect to work jurisdictions. Please refer all such disputes and/or questions to Shepard management personnel immediately.

SAFETY

Safety of everyone working in the hall is of our utmost concern at all times. Standing on chairs, tables and other rental furniture is prohibited. This furniture is not engineered to support your standing weight. Shepard Exposition Services cannot be held responsible for injuries or falls caused by the improper use of this furniture. If assistance is required in assembling your booth, please order labor on the Labor Order Form included in this manual and the necessary ladders and tools will be provided.

LAS VEGAS
**ANTIQUE JEWELRY
& WATCH SHOW**

Las Vegas Antique Jewelry & Watch Show
Las Vegas Convention Center | Las Vegas, NV
June 9 - 12, 2022

SHEPARD BLUE LABOR

L174860622

ONLINE & DISCOUNT DEADLINE:* THURSDAY, MAY 19, 2022

* Order with complete Method of Payment must be received before Discount Deadline date to receive discounted pricing.

Labor Hours

Straight Time (ST): Monday - Friday | 8:00AM - 5:00PM
Overtime (OT): Monday - Friday | 5:00PM - 8:00AM. All hours Saturday and Sunday
Double Time (DT): Holidays
Holidays: NY Eve, NY Day, ML King Day, Easter, Memorial Day, 4th of July, Labor Day, Thanksgiving, Christmas Eve, Christmas Day.

Shepard Blue Supervised Labor

INSTALL LABOR**					
CODE	ITEM	ONLINE	DISCOUNT	REGULAR	ESTIMATED TOTAL***
68066	ST	\$143.35	\$164.85	\$184.65	
68067	OT	\$214.95	\$247.20	\$276.85	
68068	DT	\$286.65	\$329.65	\$369.20	

DISMANTLE LABOR**					
CODE	ITEM	ONLINE	DISCOUNT	REGULAR	ESTIMATED TOTAL***
68070	ST	\$143.35	\$164.85	\$184.65	
68071	OT	\$214.95	\$247.20	\$276.85	
68072	DT	\$286.65	\$329.65	\$369.20	

**Pricing includes Supervisory fee of 30% over standard labor.

TOTAL ESTIMATE	\$ _____
TAX (All tax rates are subject to change)	8.38%
AMOUNT DUE	\$ _____

Step 1. Choose your service.

☐ Installation ☐ Dismantling ☐ Both Installation & Dismantling

Step 2. How many people are needed?

INSTALLATION NUMBER OF PEOPLE: _____

DISMANTLING NUMBER OF PEOPLE: _____

BOTH INSTALLATION & DISMANTLING NUMBER OF PEOPLE: _____

Step 3. How many hours?***

*** Hours are based on estimates. You will be invoiced for actual time incurred. Minimum one hour per person ordered and half increments thereafter.

INSTALLATION HOURS: _____ DISMANTLING HOURS: _____

BOTH INSTALLATION & DISMANTLING HOURS: _____

Step 4. When should the build be complete?

If using Shepard Blue Labor for both install and dismantle, please complete BOTH date and time fields.

INSTALLATION DATE: _____ INSTALLATION TIME: _____

DISMANTLING DATE: _____ DISMANTLING TIME: _____

Step 5. Tell us about your exhibit.

Section MUST be completed before Shepard can begin any work on your exhibit.

BOOTH SIZE: _____ x _____

INBOUND FREIGHT: ☐ Advanced Warehouse ☐ Direct to Show Site

CARRIER NAME: _____

TRACKING OR PRO NUMBER: _____

ESTIMATED ARRIVAL DATE: _____

NUMBER OF PIECES: _____ ESTIMATED WEIGHT: _____

SET UP INFORMATION

COMPANY CONTACT NAME: _____

EMAIL: _____

CELL PHONE NUMBER: _____

DRAWINGS/PHOTOS/INSTRUCTIONS

☐ Attached ☐ Emailed to Shepard ☐ With the Exhibit ☐ In Crate #: _____

GRAPHICS

☐ With Exhibit ☐ Shipped Separately

ELECTRICAL PLACEMENT (exhibitor is responsible to order)

☐ Emailed to Shepard ☐ Drawing Attached ☐ Drawing with Exhibit
☐ Run Under Carpet

CARPET

☐ Ordered from Shepard ☐ Exhibitor Owned ☐ Carpet Padding

OTHER SERVICES ORDERED

☐ Overhead Rigging ☐ Cleaning ☐ Audio Visual (AV)

Step 6. Tell us about outbound shipping.****

**** Allow time for empty return when scheduling your pick up.

NUMBER OF CRATES: _____ NUMBER OF CARTONS: _____

NUMBER OF FIBER CASES: _____ NUMBER OF PALLETS: _____

METHOD: ☐ Ground ☐ 2-Day Air ☐ Next Day Air ☐ Other

NAME OF CARRIER: _____

PHONE NUMBER: _____

DATE SCHEDULE TO PICKUP FREIGHT: _____

MUST ARRIVE AT DESTINATION BY: _____

IF YOUR CARRIER DOESN'T SHOW UP?

☐ Re-route with Shepard Logistics Service
☐ Send to advanced warehouse for pickup (\$400 minimum charge)

Submission of this form indicates you read and accept the Payment Policy and Terms & Conditions. Orders cancelled without 48-hour written notice will be charged a one (1) hour cancellation fee.

COMPANY NAME: _____ BOOTH NUMBER: _____

CONTACT NAME: _____

EMAIL ADDRESS: _____



Email completed form to: orders@shepardes.com

— LAS VEGAS —
**ANTIQUE JEWELRY
& WATCH SHOW**

Las Vegas Antique Jewelry & Watch Show
Las Vegas Convention Center | Las Vegas, NV
June 9 - 12, 2022

EXHIBITOR SUPERVISED LABOR

L174860622

ONLINE & DISCOUNT DEADLINE:* THURSDAY, MAY 19, 2022

* Order with complete Method of Payment must be received before Discount Deadline date to receive discounted pricing.

Labor Hours

Straight Time (ST): Monday - Friday | 8:00AM - 5:00PM
Overtime (OT): Monday - Friday | 5:00PM - 8:00AM. All hours Saturday and Sunday
Double Time (DT): Holidays
Holidays: NY Eve, NY Day, ML King Day, Easter, Memorial Day, 4th of July, Labor Day, Thanksgiving, Christmas Eve, Christmas Day.

Exhibitor Supervised Labor

INSTALL LABOR**					
CODE	ITEM	ONLINE	DISCOUNT	REGULAR	ESTIMATED TOTAL***
68060	ST	\$110.25	\$126.80	\$142.00	
68061	OT	\$165.35	\$190.15	\$212.95	
68062	DT	\$220.50	\$253.55	\$284.00	

DISMANTLE LABOR**					
CODE	ITEM	ONLINE	DISCOUNT	REGULAR	ESTIMATED TOTAL***
68063	ST	\$110.25	\$126.80	\$142.00	
68064	OT	\$165.35	\$190.15	\$212.95	
68065	DT	\$220.50	\$253.55	\$284.00	

** When ordering dismantle labor, due to show break down and returning empties to your booth, labor ordered through Shepard at the close of the event may not be available until one hour after show close.

TOTAL ESTIMATE	\$ _____
TAX (All tax rates are subject to change)	8.38%
AMOUNT DUE	\$ _____

Step 1. Choose your service.

☐ Installation ☐ Dismantling ☐ Both Installation & Dismantling

Step 2. How many people are needed?

INSTALLATION NUMBER OF PEOPLE: _____

DISMANTLING NUMBER OF PEOPLE: _____

BOTH INSTALLATION & DISMANTLING NUMBER OF PEOPLE: _____

Step 3. How many hours?***

*** Hours are based on estimates. You will be invoiced for actual time incurred. Minimum one hour per person ordered and half increments thereafter.

INSTALLATION HOURS: _____ DISMANTLING HOURS: _____

BOTH INSTALLATION & DISMANTLING HOURS: _____

Step 4. Where is the carpet coming from?

☐ Ordered from Shepard ☐ Exhibitor Owned ☐ Carpet Padding

Step 5. Provide a list of any tools or additional details that would be needed.

☐ Ladders ☐ Lifts ☐ Special Tools: _____

ADDITIONAL DETAILS: _____

Step 6. Tell us about the schedule?

Requested times are not guaranteed and are based on availability.

INSTALLATION REQUEST DATE: _____

START TIME: _____ END TIME: _____

DISMANTLE REQUEST DATE: _____

START TIME: _____ END TIME: _____

Step 7. Provide on-site contact information.

ON-SITE CONTACT NAME: _____

ON-SITE CONTACT PHONE NUMBER: _____

EMAIL ADDRESS: _____

Signature and submission of this form indicates you read and accept the Payment Policy and Terms & Conditions. Orders cancelled without 48-hour written notice will be charged a one (1) hour cancellation fee.

COMPANY NAME: _____ BOOTH NUMBER: _____

CONTACT NAME: _____ PHONE NUMBER: _____

EMAIL ADDRESS: _____



Email completed form to: orders@shepardes.com

— LAS VEGAS —
**ANTIQUE JEWELRY
& WATCH SHOW**

June 9 - 12, 2022

Las Vegas Convention Center



SHOWCASE RENTALS

Welcome to Atlantic Rentals and Sales. You should have recently received an email with your User ID, Password and Link to our online ordering site. You will be able use this Log In information for all events in which you rent showcases from us.

If you've ordered from Atlantic Rentals before, click on this link <https://atlanticshowcases.boomerecommerce.com> to be brought to our online ordering site.

If you've not received the email, are a new exhibitor or would prefer to use a paper order form please call us directly.

Thank you for your patronage and we wish you a great show!

[Atlantic Rentals and Sales, Corp.](#)

[301 Essex Rd](#)

[Tinton Falls, NJ 07753](#)

[732.922.8958/732.922.8951 Fax](#)



Exhibitor Insurance Program

EXHIBITOR GENERAL LIABILITY INSURANCE (REQUIRED)

Emerald requires that all exhibitors carry Commercial General Liability with minimum limits of **\$1,000,000 per occurrence, \$2,000,000 aggregate**. Emerald and the Venue shall be named as Additional Insured.

The insurance will be in force during the lease dates of the event/show.

- Provides exhibitors who do not have Commercial General Liability Insurance or who do not want to use corporate insurance.
- Protects foreign exhibitors whose insurance will not pay claims brought in the U.S. Courts
- Cost is \$65.00 USD per exhibiting company – regardless of booth size.

Apply for insurance coverage online

[Click here](#) to purchase General Liability insurance for the Las Vegas Antique Jewelry & Watch Show
Visa, Mastercard, AMEX are accepted
Coverage must be purchased prior to the event/show

QUESTIONS?

Total Event Insurance

emeraldexhibitor@totaleventinsurance.com

ACORD 1.		CERTIFICATE OF LIABILITY INSURANCE			DATE:	
PRODUCER Insurance Company Name Fax: (212) 555-6100 Insurance Company Address 1 Insurance Company Address 2 Attn: Agent Name (212) 555-6102 ext. 1234				THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER, THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.		
				INSUREERS AFFORDING COVERAGE		
INSURED 2. Exhibiting Company Name Exhibiting Company Address 1 Exhibiting Company Address 2 Attn: Exhibiting Company Contact Name Phone: (212) 555-5349 Fax: (212) 555-9819				INSURER A: Hartford Insurance Company of Illinois INSURER B: Aetna Casualty & Surety Company INSURER C: Travelers Insurance Company INSURER D: Royal Insurance Company INSURER E:		
COVERAGES						
3. THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED, NOTWITHSTANDING ANY REQUIREMENT, TERM OF CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.						
INSR LTR	4. TYPE OF INSURANCE	POLICY NUMBER	7. POLICY EFFECTIVE DATE (MM/DD/YY)	8. POLICY EXPIRATION DATE (MM/DD/YY)	9. LIMITS	
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> _____ <input type="checkbox"/> _____ GENERAL AGGREGATE LIMIT APPLIES PER <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC	000P98298-A11	01/01/22	01/01/23	EACH OCCURRENCE	\$1,000,000
					FIRE DAMAGE (Any one fire)	\$ 50,000
					MED EXP (Any one person)	\$ 5,000
					PERSONAL & ADV INJURY	\$1,000,000
					GENERAL AGGREGATE	\$5,000,000
B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS <input type="checkbox"/> _____ <input type="checkbox"/> _____	SKLS-029499S	01/01/22	01/01/23	COMBINED SINGLE LIMIT	\$1,000,000
					(Ea accident)	
					BODILY INJURY	\$
					(Per person)	
					BODILY INJURY	\$
A	GARAGE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> _____ <input type="checkbox"/> _____	XL1234567	01/01/22	01/01/23	PROPERTY DAMAGE	\$
					(Per accident)	
					AUTO ONLY-EA ACCIDENT	
					OTHER THAN	\$
					AUTO ONLY:	\$
A	UMBRELLA/EXCESS LIABILITY <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> DEDUCTIBLE <input type="checkbox"/> RETENTION \$	A4145-SS-PJ37	01/01/22	01/01/23	EACH OCCURRENCE	\$1,000,000
					AGGREGATE	\$1,000,000
						\$
						\$
						\$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	A4145-SS-PJ37	01/01/22	01/01/23	X	WC STATU- ORY LIMITS
					OTHER	
					E.L. EACH ACCIDENT	\$1,000,000
					E.L. DISEASE-EA EMPLOYEE	\$1,000,000
D	OTHER				E.L. DISEASE -POLICY LIMIT	\$1,000,000
					Each Occurrence & Aggregate	
DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS						
5. Emerald (Show Management), Shepard (Official Service Provider), the Las Vegas Convention Center (Facility), and the Las Vegas Antique Jewelry & Watch Show (Show) are hereby named as additional insured, except for Workers' Compensation. Emerald and/or the consignor are included as Loss Payee. The insurance provided for the benefit of Emerald, shall be primary insurance as respects any claim, loss, or liability, arising out of the Named Insured's operations for which the Named Insured is liable. Any other insurance maintained by Emerald shall be excess and non-contributory. Show date(s) are June 9-12, 2022.						
CERTIFICATE HOLDER		X ADDITIONAL INSURED; INSURER LETTER: X		CANCELLATION		
6. Emerald Las Vegas Antique Jewelry & Watch Show 31910 Del Obispo St., #200 San Juan Capistrano, CA 92675 Attn: Maliah Vivanco				SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OF REPRESENTATIONS AUTHORIZED REPRESENTATIVE 10.		

1. PRODUCER: Name, address and phone number of insurance carrier.
2. INSURED: Company name, address, phone number and booth number of company insured.
3. COVERAGES: Coverage must be provided for Comprehensive General Liability, Automotive Liability (if applicable), and Workmen's Compensation, complete with policy numbers, effective dates of Coverage and limits of coverage.
4. FORM OF COVERAGE: Must be "occurrence" form of coverage.
5. NAME OF ADDITIONAL INSUREDS: Emerald (Show Management), Shepard (Official Service Provider), the Las Vegas Antique Jewelry & Watch Show (Show) and the Las Vegas Convention Center (Facility) as additional insureds on a primary and non-contributory basis. Show dates are June 9-12, 2022.

6. CERTIFICATE HOLDER: Emerald – Las Vegas Antique Jewelry & Watch Show, 31910 Del Obispo St., #200, San Juan Capistrano, CA 92675, Attn: Maliah Vivanco
7. POLICY EFFECTIVE DATE: Must be prior to or coincidental with the first day of Exhibitor Move-In.
8. POLICY EXPIRATION DATE: Must be on or after the last day of Exhibitor Move-Out.
9. LIMITS OF INSURANCE: Must be the same or greater than required by contract. See Insurance Requirements.
10. AUTHORIZED REPRESENTATIVE: Must be signed (not stamped) by an authorized representative of Producer.

Las Vegas Antique Watch & Jewelry Show 2022

June 9-12, 2022



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5 / 19 / 2022

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SMARTSOURCE

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OFFICIAL TECHNOLOGY PROVIDER

We're happy to announce that SmartSource has been selected as the official technology partner for the show. This means that you can order the AV and IT equipment you need directly from us, and we'll make sure it's at your booth and ready to go when the show opens. We're here to help you get the most out of your event experience and ultimately improve the return on your investment.

EVERYTHING YOU NEED IS AVAILABLE NOW

- Large LED Displays
- Touch Screens
- Monitors
- LED Tiles & Video Walls
- Projection
- Laptops & PCs
- Apple Products
- Office Equipment
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Questions? Contact our Exhibitor Sales Team today at (877) 876-4111 or via [email](#), so we can answer any questions you might have.

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COX
BUSINESS®

LAS Vegas
CONVENTION CENTER

WIFI OPTIONS

available from COX BUSINESS
throughout the LAS VEGAS
CONVENTION CENTER

FREE GUEST WIFI access is available in all common areas, lobbies and meeting rooms of the Las Vegas Convention Center.

HOW TO CONNECT. Look for the **.Guest WiFi** network on your mobile device settings and you will be directed to the Guest WiFi splash page.

This service is not available on the exhibit floor(s) or intended for streaming video, presentations or business use.

Choose the option that is best for you.

FREE WIFI ACCESS (Free unlimited 30 minute sessions, up to 384 Kbps)

or **WIFI UPGRADE*** (up to 1.0 Mbps) for only **\$14⁹⁹** per day

*Service is through on-site credit card purchase only.

CONVENTION WIFI provides a reliable connection for your mobile device and offers a variety of other business options so you stay connected at the Las Vegas Convention Center.

HOW TO CONNECT. Look for the **.Convention_WiFi** network on your mobile device settings and you will be directed to the Convention WiFi splash page.

This service is not intended for streaming video, presentation software or powering business use.

Choose the option that is best for you:

1 DAY Convention WiFi = \$79⁹⁹

3 DAY Convention WiFi = \$149⁹⁹

5 DAY Convention WiFi = \$239⁹⁹

*Service is through on-site credit card purchase only.

WIFI HOT SPOTS offer flexible packages and various download speeds in a single location at the Las Vegas Convention Center to help you meet your convention goals.

NEED WIFI IN ONE LOCALIZED AREA to attract visitors to your booth or a customized splash page?

We can help.

**COX BUSINESS UTILIZES THE LATEST
IN WIFI STANDARDS.**

WIFI 6 (802.11AX) is available in the West Hall and **802.11AC** in all other areas of the LVCC.

Choose the option that is best for you.

Up to 10 USERS = \$2,200⁰⁰

Up to 25 USERS = \$3,200⁰⁰

Up to 50 USERS = \$4,500⁰⁰

Up to 100 USERS = \$6,800⁰⁰

Packages for more than 100 users are available with additional speed options, please contact us for a customized quote.

Pricing based on 3.0 Mbps download.

Please visit **tradeshows.coxhn.net** to order services or call us toll-free at **1-855-519-2624**.

TERMS AND CONDITIONS OF SERVICE

1. Service and Installation Cox Communications Las Vegas, Inc. d/b/a Cox Business ("Cox"), shall provide Customer with certain services ("Services") and equipment ("Equipment") as described on the first page for the use of Customer and Customer's agents, independent contractors and guests attending or participating in an event hosted by Customer ("Customer's Guest"). Customer understands that Cox is the exclusive provider of all Voice, Data and Video services at the Las Vegas Convention Center and Cashman Center (collectively, the "Facility"). Furthermore, Cox is the exclusive provider at the Facility of all floor work associated with the extension of telecommunications and networking services, including, without limitation, coax, fiber or any cabling that transmits voice, data or video. Customer shall be responsible for the acts of Customer's Guests in connection with the Services as if such acts were performed by Customer. Except to the extent caused by Cox, a Cox agent or subcontractor, Customer shall be responsible for damage to any Equipment provided hereunder. Neither Customer nor any Customer Guest may use the Services in any manner that interferes with or impairs any Cox network, whether wired or wireless, Equipment or facilities. The Equipment may be used only for the purpose of receiving the Services. For Cox Internet services, bandwidth speed options may vary. Customer acknowledges and agrees that Customer and Customer's Guests may not always receive or obtain optimal bandwidth speeds and Cox network management needs may require Cox to modify upstream and downstream speeds.

2. Service Date and Term This Agreement shall be effective upon execution by the parties. Services shall be provided beginning on the Event Start Date and ending on the Event End Date, as described on the first page of this Agreement. Cox shall use reasonable efforts to make the Services available by the Event Start Date; provided, however, that Cox shall not be liable for any damages whatsoever resulting from delays in meeting any service dates due to delays beyond its reasonable control.

3. Customer Responsibilities Customer shall ensure that Customer and Customer's Guests use the Services in compliance with all applicable laws and ordinances, as well as applicable leases and other contractual agreements between Customer and third parties. If Customer is purchasing access codes enabling Customer or Customer's Guests to access the Internet, such individuals will be required to agree to the terms of a Cox end user license agreement before accessing the Internet. If Customer is purchasing bandwidth and itself controlling access to the Internet, Customer agrees to require all individuals accessing the Internet to agree to the terms of an end user license agreement reasonably acceptable to Cox. Customer is responsible for ensuring that all Customer and Customer Guest equipment is compatible for the Services selected and with the Cox network.

4. Equipment Unless otherwise provided herein, Customer agrees that Cox shall retain all rights, title and interest to facilities and Equipment installed by Cox hereunder and that Customer shall not create or permit to be created any liens or encumbrances on such Equipment. Cox shall install Equipment necessary to furnish the Services to Customer. Customer shall not modify or relocate Equipment installed by Cox without the prior written consent of Cox. Customer shall not permit tampering, altering or repair of the Equipment by any person other than Cox's authorized personnel. For Cox-owned Equipment, Customer shall, at the expiration or termination of this Agreement, return the Equipment in good condition, ordinary wear and tear resulting from proper use excepted. In the event the Equipment is not returned to Cox in good condition, Customer shall be responsible for the value of such Equipment as provided on the first page of this Agreement, or if no such value is provided, for the replacement cost of such Equipment. Cox shall repair any Equipment owned by Cox at no charge to Customer provided that damage is not due to the negligence or intentional misconduct of Customer. If additional equipment not listed on the first page of this Agreement, including but not limited to, televisions, monitors, computers, circuits, software or other devices, are required by Customer to use the Services, Customer shall be responsible for such equipment.

5. Resale of Service Neither Customer nor any Customer Guest may resell any portion of the Services to any other party.

6. Default If Customer or any Customer Guest fails to comply with any material provision of this Agreement, including, but not limited to failure to make payment as specified, then Cox, at its sole option, may elect to pursue one or more of the following courses of action upon proper notice to Customer as required by applicable law: (i) terminate service whereupon all sums then due and payable shall become immediately due and payable, (ii) suspend all or any part of Services, and/or (iii) pursue any other remedies, including reasonable attorneys' fees, as may be provided at law or in equity, including the applicable termination liabilities.

7. Termination Cox reserves the right to require Customer to pay an early termination fee equal to 10% of the Cox services ordered, if Customer cancels an order after the order is placed, but before the installation date. No refunds will be provided to orders which are canceled after they have been installed. Wireless devices not authorized by Cox are prohibited. Use of any device that interferes with Cox's network is prohibited. If there is signal interference, Cox may terminate this Agreement if Cox cannot resolve the interference by using commercially reasonable efforts. If Cox loses its right to sell Services at the Facility, Cox may assign this Agreement to a third party or terminate this Agreement by providing written notice to Customer and by refunding all prepaid amounts to Customer.

8. LIMITATION OF LIABILITY COX SHALL NOT BE LIABLE FOR DAMAGES FOR FAILURE TO FURNISH OR INTERRUPTION OF ANY SERVICES, NOR SHALL COX BE RESPONSIBLE FOR FAILURE OR ERRORS IN SIGNAL TRANSMISSION, LOST DATA, FILES OR SOFTWARE DAMAGE REGARDLESS OF THE CAUSE. COX SHALL NOT BE LIABLE FOR DAMAGE TO PROPERTY OR FOR INJURY TO ANY PERSON ARISING FROM THE INSTALLATION OR REMOVAL OF EQUIPMENT UNLESS CAUSED BY THE NEGLIGENCE OF COX. UNDER NO CIRCUMSTANCES WILL COX BE LIABLE FOR ANY INDIRECT, INCIDENTAL, PUNITIVE, SPECIAL OR CONSEQUENTIAL DAMAGES INCLUDING LOST PROFITS ARISING FROM THIS AGREEMENT. COX'S MAXIMUM LIABILITY TO CUSTOMER ARISING UNDER THIS AGREEMENT SHALL BE THE LESSER OF \$5,000.00 OR THE AMOUNT ACTUALLY PAID BY CUSTOMER FOR SERVICES HEREUNDER.

9. Assignment Customer may not assign, in whole or in part, this Agreement without the prior written consent of Cox, which consent may be withheld in Cox's discretion. Cox may assign this Agreement and Service may be provided by one or more legally authorized Cox affiliates.

10. WARRANTIES EXCEPT AS PROVIDED HEREIN, THERE ARE NO AGREEMENTS, WARRANTIES OR REPRESENTATIONS, EXPRESS OR IMPLIED, EITHER IN FACT OR BY OPERATION OF LAW, STATUTORY OR OTHERWISE, INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, RELATING TO THE SERVICES. SERVICES PROVIDED ARE A BEST EFFORTS SERVICE AND COX DOES NOT WARRANT THAT THE SERVICES, EQUIPMENT OR SOFTWARE SHALL BE ERROR-FREE OR WITHOUT INTERRUPTION. COX MAKES NO WARRANTY AS TO TRANSMISSION OR UPSTREAM OR DOWNSTREAM SPEEDS OF THE NETWORK.

11. INDEMNITY Customer shall indemnify and hold Cox and its respective affiliates, subcontractors, employees and agents harmless (including payment of reasonable attorney's fees) from and against any claims, actions or demands relating to or arising out of Customer's or Customer's Guests use of the Service including without limitation (i) any content or software displayed, distributed or otherwise disseminated by Customer, its employees, or Customer's Guests or (ii) any malicious act or act in violation of any laws committed by Customer, its employees or Customer's Guests.

12. Viruses, Content, Customer Information Software or content obtained from the use of Service may contain viruses or other harmful features and Customer is solely responsible for protecting Customer and Customer's guests' networks, equipment and software through the use of firewalls, anti-virus, and other security devices. Through the use of the Service, Customer may obtain or discover content that is offensive or illegal and Customer assumes the risk and is solely responsible for its access to such content. Cox may disclose Customer information to law enforcement or to any Cox affiliate. Cox may delete any Internet traffic or e-mail that contains a virus. If Customer operates a wireless local access network in connection with the Services, Customer is solely responsible for the security of its network.

13. Public Performance If Customer engages in a public performance of any copyrighted material through use of the Services provided under this Agreement, the Customer, and not Cox, shall be responsible for obtaining any public performing licenses. Any Video Service that Cox provides under this Agreement does not include a public performance license.

14. Regulatory Authority-Force Majeure This Agreement and the obligations of the parties shall be subject to modification to comply with all applicable laws, regulations, court rulings, and administrative orders, as amended. In no event shall either party have any claim against the other for failure of performance if such failure is caused by acts of God, natural disasters including fire, flood, or winds, civil or military action, including riots, civil insurrections or acts of terrorists or the taking of property by condemnation.

15. Miscellaneous This Agreement constitutes the entire agreement between Cox and Customer for the Services and equipment provided herein. The invalidity or unenforceability of any term or condition of this Agreement shall not affect the validity or enforceability of any other provision. Except as provided herein, this Agreement may be modified, waived or amended only by a written amendment signed by both parties. The rights and obligations of the parties under this Agreement shall be governed by the laws of the State of Nevada. The failure by either party to exercise one or more rights provided in this Agreement shall not be deemed a waiver of the right to exercise such right in the future. Notices required by this Agreement shall be in writing and shall be delivered either by personal delivery or by mail. If delivered by mail, notices shall be sent by any express mail service; or by certified or registered mail, return receipt requested; with all postage and charges prepaid. All notices and other written communications under this Agreement shall be addressed to the parties at the addresses on the first page of this Agreement, or as specified by subsequent written notice delivered by the party whose address has changed. Any provision that should by its nature survive the termination or expiration of this Agreement shall survive such termination or expiration. Cox network management needs may require Cox to modify upstream and downstream speeds. Use of the data, Internet, web conferencing/web hosting Services is subject to the "AUP" at <http://ww2.cox.com/aboutus/policies/business-policies.cox>. Certain Services are regulated by the FCC and the Nevada Public Utility Commission and subject to the "Nevada Service Guide" at <http://ww2.cox.com/business/voice/regulatory.cox>. The "General Terms" posted at <http://ww2.cox.com/aboutus/policies/business-general-terms.cox>, the AUP and the Nevada Service Guide are incorporated herein by reference. Cox, in its sole discretion, may modify, supplement or delete any portion of the General Terms, the AUP or the Nevada Service Guide from time to time, without additional notice to Customer, and any such changes will be effective upon Cox publishing such changes on the applicable website listed above. BY EXECUTING THIS AGREEMENT AND/OR USING OR PAYING FOR THE SERVICES, CUSTOMER ACKNOWLEDGES THAT IT HAS READ, UNDERSTOOD, AND AGREED TO BE BOUND BY THE GENERAL TERMS, the AUP and the Nevada Service Guide. If applicable to the Service, Customer shall pay sales, use, gross receipts, and excise taxes, access fees and all other fees, universal service fund assessments, 911 fees, franchise fees, bypass or other local, state and Federal taxes or charges, and deposits, imposed on the use of the Services. All orders are subject to approval of Cox.

Event Name:	
Event Start Date:	/ /
Event End Date:	/ /
Booth/Room #:	
On-Site Contact:	
Cell #:	
On-Site Contact Email Address:	

Company Name:		
Billing Name:		
Billing Address:		
City:	State:	Zip:
Country:		
Phone #:		
Billing Contact Email Address:		

Cox Business has a full list of products beyond the internet drop services listed below. Please contact us to discuss any additional needs you may have.

**20% Early Ordering Discount - Final order and payment must be received 30 days prior to the listed event start date.
A 20% Expedite Fee will be applied to any order placed 72 hours or less before the listed event start date.**

Internet/Network Services

Shared Bandwidth DATA Services - routers, servers and NAT devices are not allowed on shared bandwidth data products

(Shared Bandwidth is shared with other Internet users within the Las Vegas Convention Center)

	Price	Quantity
Business Professional: Up to 20 Mbps Single drop with 1 private (NAT) IP address. Order up to 20 total IP addresses. Best shared connection that is shared with other customers.	\$1,495.00	<input type="text"/>
Business Select: Up to 10 Mbps Single drop with 1 private (NAT) IP address. Order up to 10 total IP addresses. Up to 10 Mbps connection that is shared with other customers.	\$995.00	<input type="text"/>
Business Starter: Up to 3 Mbps Single drop with 1 private (NAT) IP address. Order up to 3 total IP addresses. Basic connection that is shared with other customers.	\$745.00	<input type="text"/>

Dedicated Bandwidth Services (Dedicated Bandwidth, NOT SHARED)

High Bandwidth Internet speeds from 300 Mbps up to 10 Gbps are available		Call for pricing	<input type="checkbox"/>
Business Professional Plus: 200 Mbps	Single drop with 3 public IP addresses. Order up to 20 total IP addresses. Dedicated connection, NOT SHARED.	\$60,000.00	<input type="checkbox"/>
Business Professional Plus: 100 Mbps	Single drop with 3 public IP addresses. Order up to 20 total IP addresses. Dedicated connection, NOT SHARED.	\$42,000.00	<input type="checkbox"/>
Business Professional Plus: 50 Mbps	Single drop with 3 public IP addresses. Order up to 20 total IP addresses. Dedicated connection, NOT SHARED.	\$26,500.00	<input type="checkbox"/>
Business Professional Plus: 25 Mbps	Single drop with 3 public IP addresses. Order up to 20 total IP addresses. Dedicated connection, NOT SHARED, best option for large data transfers, video uploads and downloads.	\$14,300.00	<input type="checkbox"/>
Business Select Plus: 10 Mbps	Single drop with 3 public IP addresses. Order up to 10 total IP addresses. Dedicated connection, NOT SHARED, good for robust browsing, video and audio streaming.	\$6,100.00	<input type="checkbox"/>
Business Starter Plus: 3 Mbps	Single drop with 3 public IP addresses. No additional IP addresses allowed. Dedicated connection, NOT SHARED, good for robust web browsing.	\$3,500.00	<input type="checkbox"/>

Additional Products and Services

Patch cables - Ethernet Cat 5 Cable	\$80.00 each	<input type="text"/>
Switch rental - Up to 24 port (10/100 unmanaged)	\$220.00 each	<input type="text"/>
Additional IP address	\$164.00 each	<input type="text"/>
Additional Locations - Additional drop for dedicated bandwidth products only.	\$795.00 each	<input type="text"/>
Labor/Floor work - The 20% early ordering discount does not apply.	\$75.00/hour	<input type="text"/>
Outside Distance Fee	\$500.00	<input type="text"/>

To maximize your Wi-Fi experience Cox Business utilizes 802.11ac network standard, the latest in Wi-Fi 5GHz technology. Please ensure your device(s) is compatible.

Total:

Booth Diagram Information - Internet

Please indicate on the grid, the location of your Internet drop(s).
If no location is indicated, Internet drop will be placed in the middle back of the booth.

This booth diagram or a detailed floor plan must be submitted with your order

Adjacent Booth # _____

Adjacent Booth # _____

Adjacent Booth # _____

Adjacent Booth # _____

TERMS AND CONDITIONS OF SERVICE

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3. Customer Responsibilities Customer shall ensure that Customer and Customer's Guests use the Services in compliance with all applicable laws and ordinances, as well as applicable leases and other contractual agreements between Customer and third parties. If Customer is purchasing access codes enabling Customer or Customer's Guests to access the Internet, such individuals will be required to agree to the terms of a Cox end user license agreement before accessing the Internet. If Customer is purchasing bandwidth and itself controlling access to the Internet, Customer agrees to require all individuals accessing the Internet to agree to the terms of an end user license agreement reasonably acceptable to Cox. Customer is responsible for ensuring that all Customer and Customer Guest equipment is compatible for the Services selected and with the Cox network.

4. Equipment Unless otherwise provided herein, Customer agrees that Cox shall retain all rights, title and interest to facilities and Equipment installed by Cox hereunder and that Customer shall not create or permit to be created any liens or encumbrances on such Equipment. Cox shall install Equipment necessary to furnish the Services to Customer. Customer shall not modify or relocate Equipment installed by Cox without the prior written consent of Cox. Customer shall not permit tampering, altering or repair of the Equipment by any person other than Cox's authorized personnel. For Cox-owned Equipment, Customer shall, at the expiration or termination of this Agreement, return the Equipment in good condition, ordinary wear and tear resulting from proper use excepted. In the event the Equipment is not returned to Cox in good condition, Customer shall be responsible for the value of such Equipment as provided on the first page of this Agreement, or if no such value is provided, for the replacement cost of such Equipment. Cox shall repair any Equipment owned by Cox at no charge to Customer provided that damage is not due to the negligence or intentional misconduct of Customer. If additional equipment not listed on the first page of this Agreement, including but not limited to, televisions, monitors, computers, circuits, software or other devices, are required by Customer to use the Services, Customer shall be responsible for such equipment.

5. Resale of Service Neither Customer nor any Customer Guest may resell any portion of the Services to any other party.

6. Default If Customer or any Customer Guest fails to comply with any material provision of this Agreement, including, but not limited to failure to make payment as specified, then Cox, at its sole option, may elect to pursue one or more of the following courses of action upon proper notice to Customer as required by applicable law: (i) terminate service whereupon all sums then due and payable shall become immediately due and payable, (ii) suspend all or any part of Services, and/or (iii) pursue any other remedies, including reasonable attorneys' fees, as may be provided at law or in equity, including the applicable termination liabilities.

7. Termination Cox reserves the right to require Customer to pay an early termination fee equal to 10% of the Cox services ordered, if Customer cancels an order after the order is placed, but before the installation date. No refunds will be provided to orders which are canceled after they have been installed. Wireless devices not authorized by Cox are prohibited. Use of any device that interferes with Cox's network is prohibited. If there is signal interference, Cox may terminate this Agreement if Cox cannot resolve the interference by using commercially reasonable efforts. If Cox loses its right to sell Services at the Facility, Cox may assign this Agreement to a third party or terminate this Agreement by providing written notice to Customer and by refunding all prepaid amounts to Customer.

8. LIMITATION OF LIABILITY COX SHALL NOT BE LIABLE FOR DAMAGES FOR FAILURE TO FURNISH OR INTERRUPTION OF ANY SERVICES, NOR SHALL COX BE RESPONSIBLE FOR FAILURE OR ERRORS IN SIGNAL TRANSMISSION, LOST DATA, FILES OR SOFTWARE DAMAGE REGARDLESS OF THE CAUSE. COX SHALL NOT BE LIABLE FOR DAMAGE TO PROPERTY OR FOR INJURY TO ANY PERSON ARISING FROM THE INSTALLATION OR REMOVAL OF EQUIPMENT UNLESS CAUSED BY THE NEGLIGENCE OF COX. UNDER NO CIRCUMSTANCES WILL COX BE LIABLE FOR ANY INDIRECT, INCIDENTAL, PUNITIVE, SPECIAL OR CONSEQUENTIAL DAMAGES INCLUDING LOST PROFITS ARISING FROM THIS AGREEMENT. COX'S MAXIMUM LIABILITY TO CUSTOMER ARISING UNDER THIS AGREEMENT SHALL BE THE LESSER OF \$5,000.00 OR THE AMOUNT ACTUALLY PAID BY CUSTOMER FOR SERVICES HEREUNDER.

9. Assignment Customer may not assign, in whole or in part, this Agreement without the prior written consent of Cox, which consent may be withheld in Cox's discretion. Cox may assign this Agreement and Service may be provided by one or more legally authorized Cox affiliates.

10. WARRANTIES EXCEPT AS PROVIDED HEREIN, THERE ARE NO AGREEMENTS, WARRANTIES OR REPRESENTATIONS, EXPRESS OR IMPLIED, EITHER IN FACT OR BY OPERATION OF LAW, STATUTORY OR OTHERWISE, INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, RELATING TO THE SERVICES. SERVICES PROVIDED ARE A BEST EFFORTS SERVICE AND COX DOES NOT WARRANT THAT THE SERVICES, EQUIPMENT OR SOFTWARE SHALL BE ERROR-FREE OR WITHOUT INTERRUPTION. COX MAKES NO WARRANTY AS TO TRANSMISSION OR UPSTREAM OR DOWNSTREAM SPEEDS OF THE NETWORK.

11. INDEMNITY Customer shall indemnify and hold Cox and its respective affiliates, subcontractors, employees and agents harmless (including payment of reasonable attorney's fees) from and against any claims, actions or demands relating to or arising out of Customer's or Customer's Guests use of the Service including without limitation (i) any content or software displayed, distributed or otherwise disseminated by Customer, its employees, or Customer's Guests or (ii) any malicious act or act in violation of any laws committed by Customer, its employees or Customer's Guests.

12. Viruses, Content, Customer Information Software or content obtained from the use of Service may contain viruses or other harmful features and Customer is solely responsible for protecting Customer and Customer's guests' networks, equipment and software through the use of firewalls, anti-virus, and other security devices. Through the use of the Service, Customer may obtain or discover content that is offensive or illegal and Customer assumes the risk and is solely responsible for its access to such content. Cox may disclose Customer information to law enforcement or to any Cox affiliate. Cox may delete any Internet traffic or e-mail that contains a virus. If Customer operates a wireless local access network in connection with the Services, Customer is solely responsible for the security of its network.

13. Public Performance If Customer engages in a public performance of any copyrighted material through use of the Services provided under this Agreement, the Customer, and not Cox, shall be responsible for obtaining any public performing licenses. Any Video Service that Cox provides under this Agreement does not include a public performance license.

14. Regulatory Authority-Force Majeure This Agreement and the obligations of the parties shall be subject to modification to comply with all applicable laws, regulations, court rulings, and administrative orders, as amended. In no event shall either party have any claim against the other for failure of performance if such failure is caused by acts of God, natural disasters including fire, flood, or winds, civil or military action, including riots, civil insurrections or acts of terrorists or the taking of property by condemnation.

15. Miscellaneous This Agreement constitutes the entire agreement between Cox and Customer for the Services and equipment provided herein. The invalidity or unenforceability of any term or condition of this Agreement shall not affect the validity or enforceability of any other provision. Except as provided herein, this Agreement may be modified, waived or amended only by a written amendment signed by both parties. The rights and obligations of the parties under this Agreement shall be governed by the laws of the State of Nevada. The failure by either party to exercise one or more rights provided in this Agreement shall not be deemed a waiver of the right to exercise such right in the future. Notices required by this Agreement shall be in writing and shall be delivered either by personal delivery or by mail. If delivered by mail, notices shall be sent by any express mail service; or by certified or registered mail, return receipt requested; with all postage and charges prepaid. All notices and other written communications under this Agreement shall be addressed to the parties at the addresses on the first page of this Agreement, or as specified by subsequent written notice delivered by the party whose address has changed. Any provision that should by its nature survive the termination or expiration of this Agreement shall survive such termination or expiration. Cox network management needs may require Cox to modify upstream and downstream speeds. Use of the data, Internet, web conferencing/web hosting Services is subject to the "AUP" at <http://ww2.cox.com/aboutus/policies/business-policies.cox>. Certain Services are regulated by the FCC and the Nevada Public Utility Commission and subject to the "Nevada Service Guide" at <http://ww2.cox.com/business/voice/regulatory.cox>. The "General Terms" posted at <http://ww2.cox.com/aboutus/policies/business-general-terms.cox>, the AUP and the Nevada Service Guide are incorporated herein by reference. Cox, in its sole discretion, may modify, supplement or delete any portion of the General Terms, the AUP or the Nevada Service Guide from time to time, without additional notice to Customer, and any such changes will be effective upon Cox publishing such changes on the applicable website listed above. BY EXECUTING THIS AGREEMENT AND/OR USING OR PAYING FOR THE SERVICES, CUSTOMER ACKNOWLEDGES THAT IT HAS READ, UNDERSTOOD, AND AGREED TO BE BOUND BY THE GENERAL TERMS, the AUP and the Nevada Service Guide. If applicable to the Service, Customer shall pay sales, use, gross receipts, and excise taxes, access fees and all other fees, universal service fund assessments, 911 fees, franchise fees, bypass or other local, state and Federal taxes or charges, and deposits, imposed on the use of the Services. All orders are subject to approval of Cox.

Booth Diagram Information - Voice and Video

Please indicate on the grid, the location of your Voice and Video drop(s).
If no location is indicated, Voice and Video drop(s) will be placed in the middle back of the booth.

This booth diagram or a detailed floor plan must be submitted with your order

Adjacent Booth # _____

Adjacent Booth # _____

Adjacent Booth # _____

Adjacent Booth # _____

TERMS AND CONDITIONS OF SERVICE

1. Service and Installation Cox Communications Las Vegas, Inc. d/b/a Cox Business ("Cox"), shall provide Customer with certain services ("Services") and equipment ("Equipment") as described on the first page for the use of Customer and Customer's agents, independent contractors and guests attending or participating in an event hosted by Customer ("Customer's Guest"). Customer understands that Cox is the exclusive provider of all Voice, Data and Video services at the Las Vegas Convention Center and Cashman Center (collectively, the "Facility"). Furthermore, Cox is the exclusive provider at the Facility of all floor work associated with the extension of telecommunications and networking services, including, without limitation, coax, fiber or any cabling that transmits voice, data or video. Customer shall be responsible for the acts of Customer's Guests in connection with the Services as if such acts were performed by Customer. Except to the extent caused by Cox, a Cox agent or subcontractor, Customer shall be responsible for damage to any Equipment provided hereunder. Neither Customer nor any Customer Guest may use the Services in any manner that interferes with or impairs any Cox network, whether wired or wireless, Equipment or facilities. The Equipment may be used only for the purpose of receiving the Services. For Cox Internet services, bandwidth speed options may vary. Customer acknowledges and agrees that Customer and Customer's Guests may not always receive or obtain optimal bandwidth speeds and Cox network management needs may require Cox to modify upstream and downstream speeds.

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An Extraordinary Catering Experience

— LAS VEGAS —
**ANTIQUE JEWELRY
& WATCH SHOW**
— VINTAGE. ANTIQUE. ESTATE. —

SHOW DATES:
June 9 -12, 2022



Orders to be finalized by: 12pm PST on Wednesday, May 25, 2022

This is the last day any changes or cancellations are permitted. Orders submitted after this date and time will be subject to an additional fee of 25% on all published pricing.



Looking for Custom Menus? Our talented team can assist you to create customized proposals and source specialty items



For questions please contact: exhibitorcateringlvcc@centerplate.com or 702-943-6779

To submit orders: [Las Vegas Convention Center Express Catering](#)





LVCVA's Food and Beverage Policy

The LVCVA and Centerplate value their customers' safety, health and wellness regarding food preparation, handling, and regulations as set forth by the Southern Nevada Health District. It is for the safety of customers that ready-to-eat food prepared outside of this building is not permitted.

All food and beverage vendors, contractors and services must be contracted through Centerplate, as it is the exclusive food and beverage provider for the Las Vegas Convention Center. All aforementioned policies will be strictly managed by the LVCC & Centerplate. Any violation could result in fees, the removal of product from the show floor and or obligatory discontinuation of booth activities.



Any questions, comments, or concerns should be directed to
Centerplate's Main Office at 702-943-6779

Thank You for your cooperation!



CATERING MENU



Greetings!

Welcome to Las Vegas a world-renowned destination for food, wine and free-spirited fun – where the natural beauty and entertainment options are matched only by the warmth and energy of an exciting community.

We are thrilled to be your exclusive hospitality partner at the Las Vegas Convention Center. Our style is collaborative and our Las Vegas team is delighted to work with you to ensure your experience here in this special location is smooth, successful and enjoyable. We are committed to delivering the finest food, amenities and service to impress your guests.

Much of our success comes from our attention to the important details that create truly welcoming experiences. From fresh, locally-sourced and quality ingredients to crisp, sincere and attentive service, our goal is to provide world-class hospitality for every one of our guests.

Whatever your needs, whether hosting attendee receptions, supplying convenient meals for your booth staff or creating custom menus for unique occasions, we are dedicated to helping you achieve extraordinary results. Please give us a call to start the planning process today! Here's to your successful event in Las Vegas!

Tyler Dowdle



Tyler Dowdle, Director of Catering and Exhibitor Sales
Catering at Las Vegas Convention Center
3150 Paradise Rd, Las Vegas, NV 89109
P: 702.943.6757
tyler.dowdle@centerplate.com



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Service Directory

CATERING SALES OFFICE **702.943.6779**

LAS VEGAS CONVENTION CENTER **702.892.0711**

Any menu inquiries can be made to our general mailbox at: exhibitorcateringlvcc@centerplate.com

Online orders can be placed at:
lvcvaexpresscatering.ezplanit.com



Gluten Free Items

These selections are prepared to exclude gluten from the list of ingredients. Please notify us if you have a gluten allergy. We do not operate a dedicated gluten-free or allergen-free preparation and service space. Dishes made on-site are prepared on shared equipment and may come into contact with products containing gluten and common allergens such as nuts.



Breakfast Menus



Breakfast

CONTINENTAL BREAKFAST

Prices listed are per guest. Minimum of 20 guests.
Served with freshly brewed regular coffee.

Las Vegas Valley 17.50

- GF • Assorted bottled fruit juices
- Locally baked breakfast pastries and muffins

Sunrise Mountain Premium 26

- GF • Assorted bottled fruit juices
- Locally baked breakfast pastries and muffins
- GF • Desert valley sliced fruit and berries

LAS VEGAS VALLEY CONTINENTAL ENHANCEMENTS

Prices listed are per piece or guest. Minimum order of 12 per item.

GF Greek Yogurt Parfait 7.50

Local desert honey, seasonal berries and house granola

GF Steel-cut Oatmeal 6.75

Assorted dried fruit, golden raisins, brown sugar, desert honey, milk and cinnamon

English Muffin Breakfast Sausage Sandwich 6.75

Scrambled eggs, maple pork sausage patty and sharp cheddar cheese

English Muffin Breakfast Country Ham Sandwich 6.75

Scrambled eggs, country ham and jack cheese

Breakfast Vegetarian Burrito 7

Flour tortilla, scrambled eggs, roasted pepper, black beans, pepper jack cheese and potatoes

Breakfast Burrito 7.75

Flour tortilla, scrambled eggs, roasted pepper, chorizo sharp cheddar cheese and potatoes

Pretzel Bun Breakfast Sandwich 7

Scrambled eggs, turkey sausage patty and fontina cheese

Orleans Breakfast Sandwich 7

Cinnamon french toast, scrambled eggs, maple sausage patty and pepper jack cheese

A dedicated server is required for all hot food services.

GF Gluten free pastries available on request.



Breakfast

BREAKFAST BUFFETS

Prices listed are per guest. Minimum of 50 guests.
For events under 50 guests, a \$75+ labor fee will apply.
Served with freshly brewed regular coffee.

Las Vegas Morning 30.75

- GF • Scrambled eggs with sides of diced tomatoes and sautéed mushrooms
- GF • Crispy hash brown potatoes
- GF • Applewood bacon
- GF • Desert valley sliced fruit and berries
- GF • Assorted bottled fruit juices
 - Locally baked breakfast pastries, muffins and bagels
- GF • Served with butter, preserves and cream cheese

Daybreak Sunrise 34

- GF • Scrambled eggs with a side of sautéed mushrooms
- GF • Southwest potato hash
- GF • Applewood bacon
 - Green chili chorizo and jack cheese enchilada
- GF • Desert valley sliced fruit and berries
- GF • Assorted bottled fruit juices
 - Locally baked breakfast pastries, muffin and bagels
- GF • Served with butter, preserves and cream cheese

BREAKFAST BUFFET ENHANCEMENTS

Minimum order of 25 per item.

French Toast Soufflé 7

Brioche ginger cinnamon french toast baked with royal cream served with sides of maple syrup, whipped cream, desert honey butter and seasonal berry compote

GF Las Vegas Farmer Market Cocotte 7.50

Artichoke hearts, spinach, mushrooms, local goat cheese, egg custard and side of herbed tomato jam

Old Las Vegas Diner Special 8.50

Fried chicken, buttermilk waffle, spiced caramel, desert honey butter and agave syrup

A dedicated server is required for all hot food services.

- GF • Gluten free pastries available on request.



Breakfast

PLATED BREAKFASTS

Prices listed are per guest. Minimum of 50 guests. For events under 50 guests, a \$75+ labor fee will apply.

All plated breakfasts are served with fresh fruit cups, locally baked breakfast pastries and muffins, butter, preserves, freshly squeezed orange juice, freshly brewed regular coffee, decaffeinated coffee and hot teas.

Classic Vegas Diner 31

Fluffy scrambled eggs, southwest potato hash, herbed pork sausage patty and grilled tomato

Las Vegas Farmer's Market Torta 31

Artichoke hearts, spinach, mushrooms, local goat cheese, egg custard, root vegetable hash potatoes, chicken apple sausage, and side of grilled tomato jam

Breakfast Enchilada 31

Corn tortilla stuffed with scrambled eggs, jack cheese, roasted green chili, ranchero sauce and southwest fingerling potatoes, hardwood smoked bacon

Fremont Street Frittata 31

Fire roasted sweet peppers, farm vegetables, cheddar cheese, chorizo sausage, egg custard, applewood bacon, semi-dried herb tomato and lyonnaise potatoes

Vegas Egg Tian 31

Local goat cheese, leeks, onions, garden herbs, egg custard and side of ranchero sauce, applewood bacon and open country breakfast potatoes

A dedicated server is required for all hot food services.

 Gluten free pastries available on request.



A la Carte Menus



A la Carte

NON-ALCOHOLIC BEVERAGES

All A La Carte beverages accompanied with standard serving condiments.

Freshly Brewed Coffee 190 (2.5 gallons, serves approximately 25 cups of coffee)	Italian Gourmet Espresso Kit 330 (100 servings) Each kit includes espresso, chocolate syrup, cinnamon, milk and whipped cream Must accompany espresso machine rental (not "included")	Lemonade (2.5 gallons) 90
Freshly Brewed Decaffeinated Coffee 190 (2.5 gallons, serves approximately 25, 12 oz cups of coffee)	Espresso Machine Rental 650 (per day rental) The Italian gourmet espresso kit must be ordered with the espresso machine. One barista included up to six hours per day (Each additional hour) 45 Requires two dedicated 120 volt, 20amp electrical outlets	Brewed Iced Tea (2.5 gallons) 90 Hot Tazo® Tea 190 (2.5 gallons, serves approximately 24 cups of hot tea, 24 tea bags included per order)
Royal Coffee Package 200 (2.5 gallons) Freshly brewed coffee with a side of cinnamon, nutmeg, chocolate sprinkles, sugar stir sticks and whipped cream	Tropicana® Bottled Fruit Juices (case of 24) 84 Assorted flavors of orange, cranberry and apple	Assorted Pepsi® Soft Drinks 78 (case of 24) Assortment includes Pepsi, Diet Pepsi, Mountain Dew and Sierra Mist, served with ice on the side
Keurig® K-Cup Brewer Daily Rental (per day) 25 K-Cups sold separately		Assorted La Croix Sparkling Water (case of 24) 78
Keurig® K-Cup Coffee Kit 220 Package Includes 48 K-cups and one gallon of water Ask sales manager about flavored coffee, decaf and tea K-cup options		Assorted Cartons of Milk 27.75 (case of 12, ½ pints)



A la Carte

NON-ALCOHOLIC BEVERAGES continued

WATER

Las Vegas Logo Water (case of 24) 54

Aquafina® Eco-Fina Water (case of 24) 84

Arrowhead® Spring Water (case of 24) 78

Evian® Natural Spring Water (case of 24) 90

Perrier® Sparkling Water (case of 24) 84

Cold Water Cooler (per day) 38

Advance order – Requires a dedicated 110 volt 5amp electric outlet, includes only equipment.

Purified Water Jug (5 gallon) 40

Bagged Ice (20 pounds) 29

Does not include vessel

Custom Logo Bottled Water

16.9 oz or 12 oz bottles. 24 bottles per case. Minimum order of 25 cases. Ask your sales manager for pricing and artwork requirements. The lead time is six weeks.

LAS VEGAS INFUSED HYDRATION STATION

2.5 gallon containers enhanced with fresh fruit garnish. Delivered with cups and napkins. Needs table or counter.



Infused Spa Water

2.5 gallon container (each) 150

Please select one from the following:

lemon-cucumber peach-pomegranate, red raspberry-basil, passion fruit-jalapeño, or prickly pear-orange



Infused Iced Tea

2.5 gallon container (each) 150

Please select one from the following:

lemon-cucumber peach, red raspberry-basil, passion fruit-jalapeño, or prickly pear-orange



Infused Lemonade

2.5 gallon container (each) 150

Please select one from the following:

lemon-cucumber peach, red raspberry-basil, passion fruit-jalapeño, or prickly pear-orange



A la Carte

LAS VEGAS BAKERY

Prices listed are by the dozen.

Assorted Bakery Tulip Muffins	48	Carl's Bakery Donuts	36	Bavarian Style Pretzels	131.25
Assorted Breakfast Scones	45	Freshly Baked Cookies	39.50	(Minimum order 25)	
Assorted Croissants	45	Chocolate chip, oatmeal raisin and macadamia white chocolate. Peanut butter available on request		Bavarian pretzel served with mustard and choice of cheese sauce or house beer sauce	
Assorted Low Fat Muffins and Scones	45	Brownies	44	A dedicated server is required. \$120 per server.	
Assorted Bakery Bagels	44	Fudge, walnuts and chocolate chip		A pretzel warmer is required.	
Served with cream cheese		Assorted Gourmet Cupcakes	60	Half Sheet Cake* (40 slices)	155
Assorted Danish Pastries	48	French Macaroons	40	Choice of fruit or cream filling	
Assorted Breakfast Breads	41	Rice Krispy® Treats	44	Full Sheet Cake* (80 slices)	290
				Choice of fruit or cream filling	
				*Custom artwork available with prior notice and additional fees. Ask your sales manager.	
				A dedicated server is required. \$120 per server.	

Note: Toaster available upon request.
Additional cost for booth and power required.

 Gluten free pastries available on request.



A la Carte

PANTRY

Prices listed are per item.

GF Seasonal Whole Hand Fruit (bowl)	33
Serves 12	
GF Carved Seasonal Fruit and Berries (platter) Serves 12	95
GF Assortment of Greek Yogurts (each)	5
Assortment of Cereals and Milk (each)	5.50
Tortilla Chips and Salsa (bowl)	66
Serves 12	
Tortilla Chips, Salsa and Guacamole (bowl) Serves 12	96
GF Kettle Chips and Dip (bowl) Serves 12	72
Roasted onion and sour cream dip	
Roasted Mixed Nuts (per pound)	42
Traditional Snack Mix (per pound)	23

PACKAGE GOODS

Rold Gold® Pretzels	
Individual bags (per dozen)	27
GF Planters® Salted Peanuts	
Individual bags (per dozen)	27
GF Planters® Fruit and Nut Trail Mix	
Individual bags (per dozen)	27
Assorted Bags of Chips	
Doritos®, Cheetos®, Lays®	
Original and Barbecue	
Individual bags (per dozen)	28
GF Some Gluten free bags	
Assorted Chex® Snack Mix	
Traditional and Cheddar	
Individual bags (per dozen)	36
Nature Valley® Granola Bars	
Assorted flavors (per dozen)	42
Kellogg's® Nutri-Grain® Bars	
Assorted flavors (per dozen)	45
Full Size Candy Bars	
(per dozen)	39
Energy & Protein Bars	
(per dozen)	57
Ice Cream Novelties*	
(per dozen)	48
Requires a portable freezer and dedicated 110volt 10amp line.	
Premium Ice Cream Novelties* (per dozen)	84
Requires a portable freezer and dedicated 110volt 10amp line.	
*Ice cream freezer rental fee	250



Break Service

Specialty Displays

BREAK SERVICE

Antique Style Popcorn Machine (per day) 190.75

*A dedicated server is required.

Size: 67Hx34Wx26D

Power requirements are 110-volt 20amp
dedicated power line.

Table Top Style Popcorn Machine (per day) 190.75

*A dedicated server is required.

Size: 27Hx20Wx14D

Power requirements are 110-volt 20amp
dedicated power line table or counter top required.

 **Popcorn Package** 210

Popcorn kernels, oil and seasoning

Includes serving bags (200 bags)

Must be ordered with a Popcorn Machine Rental.

Portable Cookie Oven (per day) 55

*A dedicated server is required.

Size: 22Hx22Wx18D

Power requirements are 110-volt 20amp
dedicated power line table or counter top required.

Cookies for Cookie Station (each case) 240

Otis Spunkmeyer® cookie dough.

Please select one: chocolate chip, sugar, oatmeal raisin
and white chocolate macadamia nut cookie dough
(serves 240 cookies)

Must be ordered with a Cookie Oven Rental.

*A dedicated server is required. \$120 per server.
Minimum 4 hours.



Lunch Menus



Lunch

BOXED LUNCHES

Prices listed are per guest.

All boxed lunches are served with an individual bag of chips, whole fresh fruit, cookie, condiments and bottle of water.

The Red Rock Wraps 31.50

Served with gourmet kettle chips, whole fresh fruit, cookie and bottled water



Selection of gourmet wrap sandwich:

- Southwest roast beef and roasted pepper wrap
- Grilled turkey and pesto wrap
- Grilled vegetable wrap

The Garden Salad Patch 31.50

Served with gourmet kettle chips, whole fresh fruit, cookie and bottled water

Selection of gourmet salad:

- Chicken Caesar salad
-  · Southwest chicken salad
-  · Edamame veggie salad


The Delicatessen Shop Lunch 31.50

Served with gourmet kettle chips, whole fresh fruit, cookie and bottled water

Selection of gourmet sandwich:

- Focaccia chicken pesto
- Turkey pretzel bun
- Caprese focaccia

Please indicate the number of sandwiches to be ordered per type.

 Gluten free boxed lunches available with prior notice. Ask your sales manager.



Lunch

LUNCH PLATTERS

Sandwich platter serves approximately 12 guests.

Assorted bagged kettle chips and condiments accompany all platters.

Only Vegas Platter 285

12 sandwiches cut in half

- Chicken Chipotle – cotija cheese, lettuce, tomato on a kaiser roll
- Desert Honey Glazed Ham – swiss cheese and lettuce on a wheat Kaiser roll
- Roast Beef – cheddar cheese, lettuce and horseradish aioli on a kaiser roll
- Southwestern Vegetable Wrap – jack cheese, chipotle cotija cream cheese and grilled vegetables

Sin City Sliders 265

18 mini slider sandwiches

- Chicken BLT – sliced chicken breast meat, bacon, tomato, lettuce on a slider roll
- Italian Grinder – salami, spiced ham, pepperoni, provolone and pepperoncini on a slider roll
- Turkey Slider – pan roasted turkey, jack cheese, roasted peppers, romaine and herb aioli on a slider roll

Garden Patch Platter 191

12 sandwiches cut in half

- Caprese Spring Mix – mozzarella, semi-dried tomato on garlic herb wrap
- Southwestern Vegetable Wrap – jack cheese, chipotle cotija cream cheese and grilled vegetables
- Summer Flavors – tomatoes, cucumbers, carrots, pea shoots, sunflower seeds, boursin cheese and provolone cheese on kaiser roll

Pan Roasted Turkey and Butter Croissant Platter 228

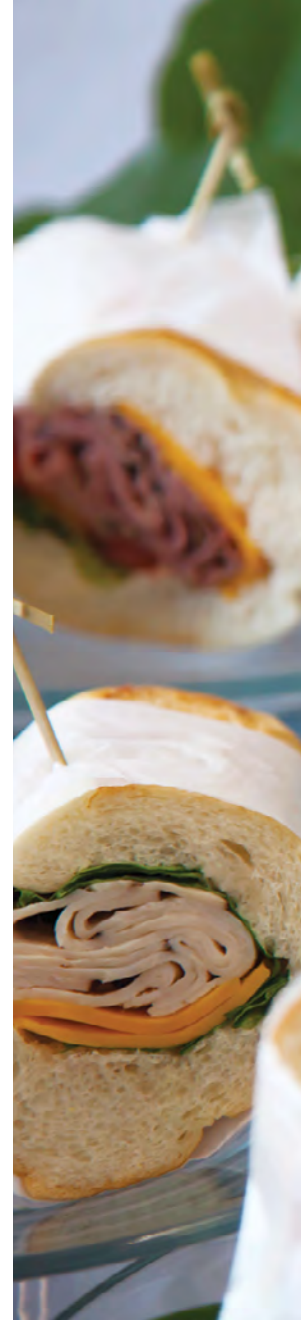
12 sandwiches cut in half

- Shaved pan roasted turkey
- Aged provolone cheese, lettuce and grain mustard aioli
- Buttery croissants

Edamame Veggie Wrap 245

12 wraps cut in half


- Blended asian vegetables
- Gaucamame
- Dried tomato and lettuce
- Spinach herb wrap




Lunch

A LA CARTE LUNCH SALAD BOWLS


Serves approximately 12 guests.

-  GF

Four Corners Salad 75


Crispy romaine, corn, black beans, fire roasted peppers, tomato gems, cotija cheese and crispy tortilla strips. Served with chipotle avocado ranch dressing and lime chili vinaigrette
-  GF

Fremont Street Caesar Salad 72


Baby romaine spears, roasted peppers, crispy parmesan cheese, spiced pumpkin seeds. Served with creamy Caesar dressing and lemon herb vinaigrette
-  GF

Backyard Salad 72

Assorted baby greens, tomato gems, cucumbers, carrots and spiced goat cheese. Served with an ancho ranch dressing and balsamic vinaigrette

-  GF


Flower Salad 72

Roasted cauliflower, broccoli and carrot with a chili vinaigrette
-  GF

American Potato Salad 69

Red bliss potatoes, whole grain mustard aioli, egg and celery
- Ancient Grains Salad** 72

Ancient grains, mushrooms, artichokes, tomato gems and balsamic vinaigrette
- ADD TO ANY SALAD AS AN ENHANCEMENT:**

 GF

Herb Grilled Chicken Breast 28

Carved and enhanced by sea salt and pink pepper



Lunch

PLATED LUNCHES

TWO COURSE

Prices listed are per guest. Minimum 50 guests. For events under 50 guests, a \$75+ labor fee will apply.

Two course plated lunches served with Vegas bakery rolls and butter, iced tea, freshly brewed regular coffee and water.

MAIN COURSE

Please select one from the following:

Hardwood Smoked Turkey Breast 45

Pepper jack cheese, orange and mango chutney, leaf lettuce, Telera bread enhanced by a Fresh Market salad and edamame four-grain salad

Roasted Chicken Breast 45

Preserved lemon tomato chutney, Toscana pearl pasta salad, fire roasted garden vegetables, rocket lettuce and red wine dressing



Honey Prickly Pear

Caramelized Chicken Breast 45

Roasted tri-colored fingerling chow chow, spiced haricot vert, crispy lettuce heart and passion fruit vinaigrette

Local Herb Stout

Marinated Steak Pavé 45

Vegetable chimichurri, fire roasted cauliflower and broccoli, carrot chili dressing and southwest style potato salad

Rare Miso and Sesame

Crusted Tuna Bloc 45

Asian lettuce wakami salad, pickled ginger, and soba noodles, crispy pickled vegetable salad and wasabi yuzu dressing

PLATED DESSERTS

Please select one from the following:

Mixed Fruit Crostata – with sweet cream and berry balsamic syrup

Meyer Lemon Tart – with raspberry compote, blueberry syrup and sweet cream

NYC Cheesecake – with mixed berry compote

Tres Leches Cake – with sea salt caramel, buttered rum sauce and sweet cream

Chocolate Mousse Layer Cake – with sweet cream and berry compote

A dedicated server is required for all hot food services.



Gluten free options available.



Lunch

PLATED LUNCHES continued

THREE COURSE

Prices listed are per guest. Minimum 50 guests.

For events under 50 guests, a \$75+ labor fee will apply.

Three course plated lunches come with Vegas bakery rolls and butter, freshly brewed coffee, iced tea and water.

MAIN COURSE

Please select one from the following:

Ancho Rubbed Roasted Chicken Breast 45

Chimichurri velouté, southwest rice pilaf and seasonal local vegetable medley

Herb Grilled Chicken Breast 45

Prickly pear mojito reduction, roasted chili corn pudding and southwest ratouille

Pioneer Chicken Breast 45

Pepper, chili and mushroom caponata, fingerling potato hash and roasted baby roots

Barbacoa of Beef 45

Chipotle crema diablo sauce, red bliss smashed potatoes and flame grilled asparagus

Butler Steak 45

Mushroom ragout, herb wine sauce, Yukon mousseline potatoes, grilled herb tomato and haricot vert

SALADS

Please select one from the following:

Our Simple Garden Salad

Mixed baby leaf greens, tomato gems, cucumbers, carrot radish curls served with creamy buttermilk ranch dressing and aged sherry vinaigrette

Farmers Market Salad

Baby greens, beet and carrot curls, cucumbers, tomato gems, strawberries, maytag blue cheese, served with chive creamy dressing and raspberry vinaigrette

Four Corners Salad

Crispy romaine, corn, black bean, fire roasted peppers, tomato gems, cotija cheese and crispy tortilla strips served with chipotle avocado ranch dressing and lime chili vinaigrette

Backyard Salad

Assorted baby greens, tomato gems, cucumbers, carrot, beets and spiced goat cheese coins served with ancho ranch dressing and red wine vinaigrette

Fremont Street Caesar Salad

Baby romaine spears, roasted peppers, crispy parmesan cheese, spiced pumpkin seeds served with creamy Caesar dressing and lemon herb vinaigrette

PLATED DESSERTS

Please select one from the following:

Flourless Chocolate Cake

With raspberry syrup and sweet cream

Lemon Custard Brûlée Tart

With seasonal berry balsamic honey compote and sweet cream

Strawberry Shortcake

Sweet cream and strawberry sauce

New York Style Cheesecake

Sweet cream and seasonal berry compote

Apple Crumble Tart

Sea salted caramel and sweet cinnamon cream

A dedicated server is required for all hot food services.

 Gluten free options available.

Lunch Buffets



Lunch

LUNCH BUFFETS

Prices listed are per guest. Minimum of 50 guests. For events under 50 guests, a \$75+ labor fee will apply.

Your choice of two salads and select either sandwiches or wraps. All lunch buffets include iced tea. Other beverages to be ordered from the A La Carte options.

Gourmet Deli Lunch Buffet 39

DELI SALADS

- GF • Mixed greens, tomato gems, cucumbers, carrot curls with creamy dressing and vinaigrette
- GF • Roasted cauliflower with broccoli and carrot chili vinaigrette
- GF • Whole grain mustard potato salad
- GF • Local rice salad, mushroom, artichoke, tomato gems and herb sherry vinaigrette
 - Cajun root and grain salad, vegetable confetti with sugar cane vinaigrette

SANDWICHES

All sandwiches come with lettuce, tomato, sliced onion, dill pickles, mayonnaise, whole grain and yellow mustard.

- Hardwood smoked turkey and provolone cheese on an artisanal french roll
- Rare roast beef and sharp cheddar cheese on an artisanal french roll
- Roasted vegetables and house hummus on an artisanal french roll
- Italian capicola, ham, genoa salami, pepperoni and aged provolone cheese on ciabatta

WRAPS

- Smoked turkey with brie mousse, greens, desert orange chutney and tortilla wrap
- Rare roasted beef, herbed garlic cheese, greens and tortilla wrap
- Black forest ham, swiss cheese, honey mustard, greens and tortilla wrap
- Roasted eggplant, squash, peppers, semi-dried tomatoes, chickpea cheese and tortilla wrap

DESSERTS

- Lemon bars
- Gourmet cookies
- Decadent brownies

A dedicated server is required for all hot food services.

GF Gluten free sandwiches available upon request.



Lunch

LUNCH BUFFETS continued

Prices listed are per guest. Minimum of 50 guests. For events under 50 guests, a \$75+ labor fee will apply.

All lunch buffets include iced tea. Other beverages to be ordered from the A La Carte options.

Mt. Charleston 45

SALADS

Farmers Market Salad

Baby greens, beet and carrot curls, cucumbers, tomato gems, strawberries, side of caramelized walnuts, maytag blue cheese, with raspberry vinaigrette and chive creamy dressing



Heirloom Potato Salad

Assorted heirloom petite potatoes with whole grain creamy mustard dressing

MINI SLIDER SANDWICHES


- Ancho roasted turkey breast, crispy lettuce, semi-dried tomato, avocado aioli, Telera slider
- Carved beef tenderloin, blue cheese, smoked gouda, horseradish aioli, multigrain slider
- Fresh mozzarella, heirloom tomato, roasted peppers, aged balsamic aioli on sourdough slider
- Assorted individual bags of kettle potato chips

DESSERTS




-  • Crème brûlée with fruit garnish
-  • Fresh seasonal fruit and berry martini
- Assortment of house Las Vegas cupcakes

Hacienda Plaza 48

SALADS

- Corn, black bean, fire roasted peppers, tomato gems, crispy romaine, cotija cheese and crispy tortilla strips served with chipotle avocado ranch and lime chili vinaigrette
-  • Roasted root vegetables, red rice, dried local stone fruit served with honey prickly pear vinaigrette

MAINS

- Pioneer chicken enhanced by red pepper, sweet onion and local mushroom caponata
-  • Barbacoa of beef with chipotle sour cream diablo sauce
-  • Southwest blended rice
- Southwestern corn pudding
-  • Seasonal fresh vegetables

DESSERTS

- Tres leches cake
- Spiced flourless cake
- Mini churro

A dedicated server is required for all hot food services.

 Gluten free sandwiches available upon request.





Lunch

LUNCH BUFFETS continued




Prices listed are per guest. Minimum of 50 guests.
For events under 50 guests, a \$75+ labor fee will apply.
All lunch buffets include iced tea.

Summerlin Backyard BBQ 50

SALADS

-  · Trio of sweet peppers, tomatoes, local onions, Spanish cucumbers, chick peas and lemon cilantro vinaigrette
-  · Mixed baby greens, spring berries, pine nuts, queso fresco, served with red wine vinaigrette and creamy chive dressing

MAINS

- Pecan wood smoked beef brisket with house prickly pear barbeque sauce topped with crispy sweet onion
-  · Grilled chicken breast enhanced by soft herb mojito velouté
- Roasted chili, three cheese mac and cheese
-  · Buttered golden mashed potatoes
-  · Farmers squash casserole

DESSERTS

- Prairie trail seasonal cobbler and spiced crema
- Fireside s'more cupcake
- Cheesecake with fruit compote

Fremont Street 45

SALADS





Fremont Salad

Romaine spears, roasted peppers, black beans, crispy cheese, spiced pumpkin seeds served with honey meyer lemon vinaigrette and roasted red pepper ranch dressing

Flower Salad

Fire roasted cauliflower, broccoli and carrot lime chili vinaigrette

MAINS

-  · Pit roasted pulled pork enhanced by strawberry margarita barbeque sauce
-  · Honey citrus soy seared chicken breast and edamame chow chow
-  · Smashed red bliss garlic potatoes
 - Spanish rice
-  · Local early spring ratatouille

DESSERTS

- Bittersweet chocolate mousse cake
- Berry crostata, Mexican cinnamon crema
- Pecan tartlets with sweet spiced cream

A dedicated server is required for all hot food services.



Lunch

LUNCH BUFFETS continued

Prices listed are per guest. Minimum of 50 guests.
For events under 50 guests, a \$75+ labor fee will apply.
All lunch buffets include iced tea.

Green Valley Backyard 45

SALADS





Backyard Salad

Assorted baby greens, tomato gems, cucumbers, carrots, beets and side of spiced pecans. Served with red wine vinaigrette and ancho ranch dressing


Basque Salad

Peppers, cucumbers, red onions, roasted cauliflower, enhanced with lemon herb vinaigrette

MAINS

-  · Roasted pork loin enhanced by stone fruit chutney
-  · Ancho rubbed roasted chicken breast with tarragon velouté
 - Roasted poblano pepper and three cheese mac and cheese
-  · Brown rice pilaf
-  · Las Vegas mache choux

DESSERTS

- Chipotle dark chocolate tart with orange cream
- Carrot cake with cream frosting
-  · Mango and prickly pear mousse shots

A dedicated server is required for all hot food services located on the show floor.



Reception Menus



Reception

COLD HORS D'OEUVRE

Prices listed are per piece. Minimum order of 50 pieces.

 Tropicana Jumbo Shrimp Cocktail Sauce and Lemon	6	Beef Medallion Horseradish Cream, and Blue Cheese on Short Bread	7.25
 Antipasto Brochettes and Pesto Drizzle	6	Bresaola, Baby Arugula, Herbed Goat Cheese, Asiago on Crostini	6.50
Stuffed Piquillo Pepper, Hearts of Palm, Watercress and Wheat Toast	5.50	Scottish Style Smoked Salmon, Crepe, Lemon, Dill, Crème Fraiche and Tobiko	6.50
Southwest Corn Black Salad Encased in Taco	5.75	Las Vegas Spicy Tuna Tartar Cannoli	7
Smoked Chicken, Cotija Cheese, Pepper Jelly and Jalapeño Biscuit	5.75	 Cold Water Lobster Roll, Romaine Lettuce, Tarragon, Fennel, Mango and Sauce Americaine	7.50
Five Spice Duck Breast, Cucumber, Red Pepper on Bao Buns	6		



Reception

HOT HORS D'OEUVRE

Prices listed are per piece. Minimum order of 50 pieces.

Large Tempura White Shrimp
Hand Battered and Thai
Sweet Chili Sauce

5

Crispy Chicken Bites
and Ranch Dip

4.25

Chorizo Arepas and
Chimichurri Aioli

5.75

Artichoke Beignets and
Meyer Lemon Crema

6.25

 Southwestern Style Bacon
Wrap Scallop and Lime
Chile Glaze

6.50

Four Corner Chicken Spring
Roll and Cilantro Aioli

4.75

Barbacoa Beef Taquito
and Ancho Crema

6.50

Lobster Indian Corn
Empanada and Lime Crema

6

Coconut Crusted Shrimp
and Pino Colada Crema

7

 Chili Lime Chicken Kabob and
Cilantro Greek Yoghurt Dip

6

Raspberry and Brie Poufette

5

A dedicated server is required
for all hot food services.




Reception

RECEPTION DISPLAYS & STATIONS

Imported and Domestic Cheese Board 300

Garnished with fresh and dried seasonal fruit, sliced baguette and assorted crackers

 Gluten free crackers and breads available upon request.
Serves 25

Carved Seasonal Fruit and Berries Display 102

Served with Greek yogurt honey dipping sauce
Serves 12

Local Farmer's Market Vegetable Crudit  Display 181.25

Served with buttermilk ranch dip
Serves 25

Hummus Trio Display 337.50

Traditional, white bean and roasted garlic, served with edamame mint, crispy pita chips and flatbreads
Serves 50

Charcuterie Board of Cured Meats and Marinated Vegetables Display 675

A selection grilled farmer's market vegetables, cured meats, flat breads, crostini and crackers
Serves 50

Nacho Stand* 600

Crisp corn tortilla chips, chicken tinga, refried pinto beans, jalape o cheddar cheese sauce, pickled jalape os, black olive rings, sour cream, pico de gallo and guacamole

*A dedicated server is required. Serves 50



Reception

RECEPTION DISPLAYS & STATIONS continued

Prices listed are per guests. Minimums are listed below per each item. Labor fee of \$75+ will apply when minimum not met.

Bruschetta and Flat Bread Station 11.75

Assortment of toppings, toasted flatbreads, crostini and pita chips. Includes:

- Fresh tomato, torn basil and garlic
- Roasted cauliflower, artichoke and arugula tapenade
- Classic olive tapenade
- Classic hummus, red beet hummus and extra virgin olive oil

Minimum order of 50 guests

Pasta Station***

Fresh four-cheese tortellini and penne rigate enhanced with breadsticks, crushed red pepper and parmesan cheese.

Select two sauces from the following: rosa sauce, pomodoro sauce, classic genovese pesto and ragout of estate extra virgin olive oil. Selections of asparagus, fresh tomato, assortment of mushrooms, garlic and sweet fresh basil

Chicken 16.50 per person

Add Shrimp 17 per person

Crabmeat or Lobster *Market price

- *Ask your sales manager for current pricing*

***A culinary professional is required. 180 per station.

Minimum order of 50 guests. A dedicated server is required for all hot food services.



Reception

CULINARY ATTENDED ACTION STATIONS

Prices listed are per guests. Minimum of 50 guests.
For events under 50 guests, a \$75+ labor fee will apply.

Four Corner Slider Station* 13.50

Las Vegas bakery buns, side of prickly pear cole slaw, house pickled vegetables and peppers

Choice of three:

- Black angus slider with jalapeño jack cheese
- Pulled wood fired rotisserie chicken tinga
- Buffalo slider with caramelized onions and western blue cheese
- Black bean chipotle burger with chayote slaw and spiced avocado purée

Las Vegas Street Vendor Taco* 16

Choice of corn or flour tortillas, enhanced by prickly pear cabbage salad, sour cream, guacamole and choice of salsa roja, verde or roasted corn pico de gallo

Choice of three:

- Agave and prickly pear pork carnitas
- Chipotle and tequila flame grilled angus skirt steak
- Ancho chili and lime grilled chicken
- Margarita marinated grilled catch of the day
- Salsa verde and garlic grilled portobello mushroom

Looking West to the Far East* 30

A dedicated butler pass server is required. \$120 per server.

Tray passed, choice of two:

- Dungeness crab rangoon with apricot sweet and sour sauce
- Winter curry vegetable dumpling ponzu glaze

Small Plates:

- Steamed Bao station with choice of gingered beef short rib, poached lobster, dungeness crab salad, stir fry of vegetables and barbeque pork, enhanced by pickled vegetable salad, sriracha mayo and house plum sauce
- GF • Five spiced smoked pork belly, forbidden rice cake with slaw of fennel, pineapple and tart cherries drizzled with caramel cappuccino gastrique
- GF • Charsiu of gingered, free-range duck breast of sweet and sour, eggplant, crispy house granola red rice cake. Served with cilantro asian vegetable slaw and peanut ponzu vinaigrette

*A culinary professional is required. \$180 per station.

A dedicated server is required for all hot food services.



Reception

CARVED TO ORDER STATIONS

Bone-In Turkey Breast* 230

(serves 25 guests)

High desert herb rubbed and roasted turkey breast, prickly pear orange chutney, whole grain mustard, mayonnaise and Las Vegas bakery cocktail rolls

Slow Roasted Whole Sirloin of Beef* 390

(serves 25 guests)

Chimichurri, garlic herb aioli, whole grain mustard, mayonnaise and Las Vegas bakery cocktail rolls

Herb Crusted Beef Tenderloin* 550

(serves 25 guests)

Horseradish cream, garlic herb aioli, whole grain mustard, mayonnaise and Las Vegas bakery cocktail rolls

Tri Color Pepper Crusted Heirloom Pork* 375

(serves 25 guests)

Charred stone fruit and orange chutney, tarragon mustard aioli, chimichurri and Las Vegas bakery cocktail rolls

Herb and Pepper Crusted Baron of Beef* 550

(serves 75 guests)

Horseradish cream, garlic herb aioli, whole grain mustard, mayonnaise and Las Vegas bakery cocktail rolls

*A culinary professional is required. \$180 per station.

A dedicated server is required for all hot food services.

 Gluten free rolls available on request.



Reception

DESSERT STATIONS

Prices listed are per guest. Minimum of 50 guests.
For events under 50 guests, a \$75+ labor fee will apply.
Based on an event duration of 90 minutes.

Served with freshly brewed regular coffee.

Ice Cream Social 12

Premium vanilla ice cream, served with assorted parlor toppings:

- Nuts
- Cherries
- Whipped cream
- Shredded toasted coconut
- Chopped assorted candy bars
- Cookies

*Requires freezer – Ice cream freezer rental fee: 250

Build Your Own Shortcake Station 14.50

- Fresh local seasonal berries
- Pound cake
- Angel food cake
- Agave caramel sauce
- Spiced chocolate sauce
- Whipped cream
- Mixed berry sauce

Las Vegas Pastry Shop Window 16

A selection of mini pastries, petit fours, chocolates and tarts

Four Corner Sweet Street Taco Station* 16

- Crispy almond taco shells
- Crispy cinnamon taco shells
- Prickly pear mousse
- Avocado agave mousse
- Margarita mousse
- Fresh mixed fruit and berry salsa
- Agave caramel sauce
- Spiced chocolate sauce
- Whipped cream
- Mixed berry sauce

*A culinary professional is required. \$180 per station.



Beverage Menus



Beverages

HOSTED BEVERAGES

All beverages are purchased by the host. Charges are based on consumption.
One bartender per 100 guests is recommended. Please select premium or deluxe package.

Premium Spirits 8.50
By the cocktail
Ketel One Vodka
Tanqueray Gin
Bacardi Superior Rum
Camarena Silver Tequila
Herradura Tequila
Bulleit Bourbon
Woodford Reserve Bourbon
Seagram's VO Whisky
Hennessy V.S.O.P. Cognac
Crown Royal Whisky
Glenfiddich 12 Scotch
Sweet Vermouth
Dry Vermouth

Deluxe Spirits 7.75
By the cocktail
New Amsterdam Vodka
Bombay Original Gin
Bacardi Superior Rum
Jose Cuervo Especial Tequila
Dewar's White Label Scotch
Jack Daniel's Whiskey
Seagram's 7 Crown Whiskey
Hennessy V.S. Cognac
Triple Sec

Please select one category of spirits per event.

We are proud to pour Finest Call brand mixers.
A guaranteed minimum threshold of \$650++ per bar, per four hours is required. If the minimum guarantee is not met, you will be charged the difference between the consumption and the minimum guarantee. Client in exhibit booths are required to reserve 2, 8' tables from the show contractor. Tables will be provided for all bars booked in meeting rooms.
The beverage prices are the price per item as these items cannot be ordered by the each.
Items listed a la carte pricing are to accompany a bar, not purchased individually.



Beverages

HOSTED BEVERAGES continued

Premium Wine

By the glass	7.25
Los Vascos DBR Lafite Cabernet Sauvignon	
Chateau Ste. Michelle Chardonnay	
Ecco Domani Pinot Grigio	
Fetzer Merlot, California	

Deluxe Wine

By the glass	6.75
Canyon Road Chardonnay	
Cavit Pinot Grigio	
Frontera Cabernet Sauvignon	
Two Vines Merlot	

Imported Beer

By the bottle/can	7.50
By the case	180
Corona Extra	
Stella Artois	
Other options available by the case	

American Premium Beer

By the bottle/can	7
By the case	144
Sierra Nevada	
Bud Light	

Draft Beer By the keg*

American Premium
Imported

Contact your sales manager for keg pricing.

*Please note we are not able to serve kegs on the second floor of an exhibit booth.

Malt

By the case	168
Truly Hard Seltzer	
High Noon Hard Seltzer	

Las Vegas Logo
Bottled Water (each) 2.25

Soda (each) 3.25
Assorted Pepsi® products

Items listed a la carte pricing are to accompany a bar, not purchased individually.
Professional licensed bartenders are required.
A bartender fee of \$180+ per bartender will be applied per 4-hour period.



Beverages

RETAIL BAR SERVICE

All beverages are purchased using a credit card by each guest.
One bartender per 100 guests is recommended. Please select Premium or Deluxe package.

Premium Spirits 8.50 By the cocktail	Deluxe Spirits 8 By the cocktail	Premium Wine 7.50 By the glass	American Premium Beer 5.75 By the bottle/can
Ketel One Vodka	New Amsterdam Vodka	Los Vascos DBR Lafite Cabernet Sauvignon	Budweiser
Tanqueray Gin	Bombay Original Gin	Chateau Ste. Michelle Chardonnay	Bud Light
Bacardi Superior Rum	Bacardi Superior Rum	Ecco Domani Pinot Grigio	
Camarena Silver Tequila	Jose Cuervo Especial Tequila	Fetzer Merlot, California	
Herradura Tequila	Dewar's White Label Scotch		Malt 7 By the bottle/can
Bulleit Bourbon	Jack Daniel's Whiskey	Deluxe Wine 7 By the glass	Truly Hard Seltzer
Woodford Reserve Bourbon	Seagram's 7 Crown Whiskey	Canyon Road Chardonnay	High Noon Hard Seltzer
Seagram's VO Whisky	Hennessy V.S. Cognac	Cavit Pinot Grigio	
Hennessy V.S.O.P. Cognac	Triple Sec	Frontera Cabernet Sauvignon	Las Vegas Logo
Crown Royal Whisky		Two Vines Merlot	Bottled Water (each) 2.25
Glenfiddich 12 Scotch			
Sweet Vermouth		Imported Beer 7.50 By the bottle/can	Soda (each) 3.25
Dry Vermouth		Corona Extra	Assorted Pepsi® products
		Stella Artois	

Please select one category of spirits per event.

We are proud to pour Finest Call brand mixers.

A guaranteed minimum threshold of \$950++ per bar, per four hours is required. If the minimum guarantee is not met, you will be charged the difference between the consumption and the minimum guarantee. Client in exhibit booths are required to reserve 2, 8' tables from the show contractor. Tables will be provided for all bars booked in meeting rooms.

The beverage prices are the price per item as these items cannot be ordered by the each.

Items listed a la carte pricing are to accompany a bar, not purchased individually.

Professional licensed bartenders are required.

A bartender fee of \$180+ per bartender will be applied per 4-hour period.

Please do not hesitate to contact your Catering Sales Manager for assistance with your event's beverage menu.

Beverages

WINES

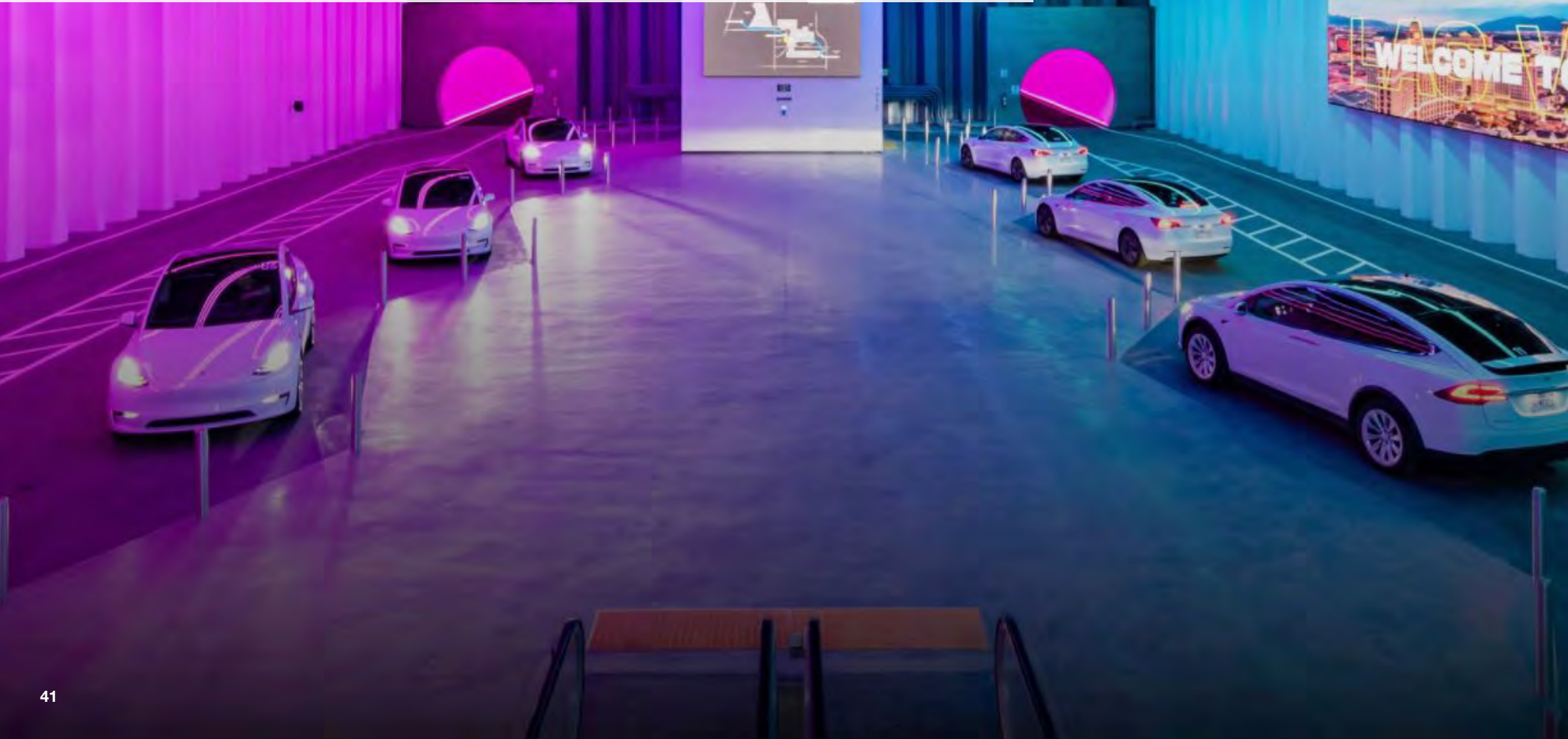
Chardonnay	Bottle
Canyon Road, <i>California</i>	29
Bonterra, <i>Mendocino, California</i>	54
Pinot Grigio	
Ecco Domani, <i>Delle Venezie, Italy</i>	36
Bertani Velante, <i>Italy</i>	65.50
Sauvignon Blanc	
Liquid Light, <i>Washington</i>	55.50
Whitehaven Marlborough, <i>New Zealand</i>	48
Bonterra, <i>Mendocino, California</i>	54
Riesling	
Chateau St Michelle, <i>Columbia Valley, Washington</i>	35
Sparkling Wine · Champagne	
Wycliff Brut, <i>California</i>	28
Lunetta Prosecco, <i>Veneto, Italy</i>	48
LaMarca Prosecco, <i>Treviso, Italy</i>	48
Ferrari Brut DOC, <i>Trentino, Italy</i>	91.50
Rosé	
Vanderpump, <i>Côtes de Provence, France</i>	70

Cabernet Sauvignon	Bottle
Dark Horse, <i>California</i>	28
Los Vascos, <i>Chile</i>	54.25
Fetzer Valley Oaks, <i>California</i>	29
Merlot	
Walnut Crest Select, <i>Chile</i>	29
14 Hands Merlot, <i>Columbia Valley, Washington</i>	40
Bonterra, <i>Mendocino, California</i>	45
Pinot Noir	
Erath Resplendent, <i>Oregon</i>	70.75
Mon Frère, <i>California</i>	50
Erath, <i>Oregon</i>	70
Malbec	
Trivento Reserve, <i>Mendoza, Argentina</i>	52
Zinfandel	
1000 Stories Bourbon Barrel Aged, <i>California</i>	50
Bonterra, <i>Mendocino, California</i>	58

Wines are subject to change based upon availability.



General Information



General Information

POLICIES AND PROCEDURES

PLEASE TAKE THE TIME TO FAMILIARIZE YOURSELF WITH OUR POLICIES.

The Las Vegas Convention Center is renowned for its impeccable, world-class service, truly delectable cuisine and superb selection of menus that can be customized to any event or special occasion. Whether it's a casual brunch, an elegant sit-down dinner or a reception featuring vibrant international cuisine, our culinarians will use only the finest and freshest ingredients to create a truly extraordinary dining experience for you and your guests.

In keeping with attention to every detail, we offer the following information to facilitate your planning. Count on your dedicated Catering Sales Professional to assist you in your pre-planning activities and communicate your goals to our operations team. Together, we will execute all services to your delight and satisfaction.

EXCLUSIVITY

We maintain the exclusive right to provide all food and beverage in the Las Vegas Convention Center and Visitors Authority. All food and beverages, including water, must be purchased from us.

FOOD AND BEVERAGE PRICING

A good faith estimate of food and beverage prices will be provided 6 months in advance of the event's start date and will be confirmed at the signing of the contract. However, certain environmental factors may affect pricing such as the Nevada drought. Prices are based on current market availability and cost, which fluctuate and are subject to change. Your catering manager will work with you to make product substitutions due to any of the above listed scenarios, or any other scenario which dramatically affects the price of the food and beverage for the event.

SERVICE CHARGES AND TAX

A 19% service charge will apply to all food and beverage charges. Current state and local sales taxes apply to all food, beverage, labor charges, equipment rentals and service charges, and are subject to applicable tax laws and regulations.

A service charge of 19% is added to your bill for this catered event/function (or comparable service). 19% of the total amount of this Service Charge is a "House" or "Administrative Charge" which is used to defray the cost of set up, break down, service and other house expenses. 90% of the total amount of this service charge is distributed to the employees providing the service as a gratuity. You are free, but not obligated, to add or give an additional gratuity directly to your servers.

General Information

POLICIES AND PROCEDURES continued

If the customer is an entity claiming exemption from taxation in the state where the facility is located, the customer must deliver to us satisfactory evidence of such exemption 30 days prior to the event in order to be relieved of its obligation to pay state and local sales taxes.

PAYMENT POLICY

100% payment is due in advance. A 90% deposit and signed food and beverage contract is due 30 days prior to your event or upon receipt of the preliminary invoice. The remaining balance will be due 5 business days prior to the start of your event. The balance and any additional charges incurred during the event, is required within 15 days following receipt of the final invoice. We will begin to accrue 1.5% interests from the date of the invoice if not paid within 15 days. Additionally, any costs of collection and enforcement of the contracted services will be the responsibility of the customer. The preferred method of payment is by wire transfer or company check. In addition, we require a credit card on file for all onsite orders and additional charges.

For social events (non-convention related), a 25% deposit is required upon signing the contract. An additional deposit of 50% of the total estimated food and beverage is required 45 days in advance of the event. The remaining balance of payment is required 72 business hours prior to the event by either Cashier's Check or Credit Card. Any additional charges incurred during the function will be due upon completion of the event.

CHINA SERVICE

In all carpeted meeting rooms and ballrooms, china service will automatically be used for all plated meal services.

If china is preferred for food and beverage events located in the exhibit halls, Sails Pavilion or Outdoor Terraces, the following fees will apply:

- Breakfast, lunch, receptions and dinners: \$6+ per person, per meal period.
- Refreshment or coffee breaks: \$3++ per person, per break.

In our continued determination to further our green efforts, we use a compostable, biodegradable and sustainable set of disposable ware. Please speak to your catering sales manager for additional disposable options.

LINEN SERVICE

We provide in-house linen for meal functions with our compliments, excluding break services. Additional linen fees will apply to specialty linens. Our catering sales manager will be happy to offer suggestions for your consideration and quote corresponding linen fees.

CONCESSION SERVICE

Appropriate operation of concession outlets will occur during show hours. We reserve the right to determine which carts/outlets are open for business and hours of operation pending the flow of business. For additional concession carts/fixed outlets, a minimum guarantee in sales is required per cart/outlet or customer will be responsible for the difference in sales per cart/outlet.

General Information

POLICIES AND PROCEDURES continued

DELIVERY

Due to the magnitude of our catering events, all service will be delivered within a window of one hour based upon the requested time of service. If you would like to guarantee delivery times, then a dedicated server is required and applicable labor fee's apply. A \$35 delivery charge or trip charge will apply to each food and beverage delivery for all exhibit booths inside of the convention center. All booths located outside of the convention center will have a \$50 delivery charge or trip charge for each food and beverage delivery. Please allow a minimum of two hours for all on-site and unscheduled replenishment requests during the show.

DELAYED OR EXTENDED SERVICE

On the day of your event, if the agreed upon beginning or ending service time of your meal changes by 30 minutes or more, an additional labor charge of \$1.50+ per attendee will apply, per each ½ hr.

Should your event require extended service time, often necessitated by high-security functions, an additional labor charge of \$1.50+ per attendee will apply, per each ½ hour of additional service.

All meal pricing includes a maximum of two hours of service time per function. Should your event require extended service time, an additional labor charge of \$1.50+ per attendee will apply, per each ½ hour.

HOLIDAY SERVICE

There will be an automatic additional labor fee for food and beverage service or preparatory days on the following Federal holidays: New Year's Eve and Day, Martin Luther King Jr. Day, President's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day.

At the time of booking the event(s), we will notify the customer of estimated labor fees based on the information supplied by the customer.

GUARANTEES

The customer shall notify us, no less than fifteen (15 business days (excluding holidays and weekends prior to the event, the minimum number of persons the customer guarantees will attend the event (the "guaranteed attendance"). There may be applicable charges for events with minimal attendance.

If customer fails to notify us of the guaranteed attendance within the time required, (a) we shall prepare for and provide services to persons attending the event on the basis of the estimated attendance specified in the BEO's, and (b) such estimated attendance shall be deemed to be the guaranteed attendance.

We will be prepared to serve five percent (5%) above the guaranteed attendance, up to a maximum of 30 meals (the overage). Overage applies to plated meal services only.

General Information

POLICIES AND PROCEDURES continued

- If this overage is used, the customer will pay for each additional person at the same price per person/per item, plus applicable service charges and sales tax.
- Should additional persons attend the event in excess of the total of the guaranteed attendance plus the overage, we will make every attempt to accommodate such additional persons subject to product and staff availability. Customer will pay for such additional persons and/or a la carte items at the same price per person or per item plus the service charge and local taxes.
- Should the guaranteed attendance increase or decrease by 33% or more from the original contracted number of guests, an additional charge of 20% per guaranteed guest may apply.

Meal functions of 2,500 and above are considered “Specialty Events” and may require customized menus. Your catering sales manager and our executive chef will design menus that are logistically and creatively appropriate for large numbers. In certain cases, additional labor and equipment fees may be applied to successfully orchestrate these events.

The guaranteed attendance shall not exceed the maximum capacity of the areas within the facility in which the event will be held.

SECURITY

At the discretion of the Las Vegas Convention Center and Visitors Authority, in order to maintain adequate security measures, the customer may be required to provide security for certain functions. Security personnel will be at the customer’s sole expense. Please consult your event manager for details.

ALLERGIES

We cannot guarantee that cross contact with allergens will not occur and cannot assume any responsibility or liability for a person’s sensitivity or allergy to any food item provided in our facility.

LABOR

All labor is scheduled at four hour minimum. After eight hours, the hourly labor rate increases to time and one-half. After twelve hours, the hourly rate increases to double time. Our union service personnel are entitled to two 15 minute and one 30 minute break per eight hour shift.

- **Food Server, Runner, Bus Person, or Attendant:**
\$120 (4-hr minimum) \$30 – per additional hour
- **Culinary Attendant or Bartender:**
\$180 (4-hr minimum) \$45 – per additional hour
- **Booth/Meeting Room Manager:**
\$600 – per 8 hours \$75 – per additional hour
- **Personal Chef:** \$600 – per 8 hours

General Information

POLICIES AND PROCEDURES continued

ALCOHOL

As the exclusive provider of alcoholic beverages at the Las Vegas Convention Center and Visitors Authority, we take very seriously the need for responsible and lawful consumption of alcohol and we ask that you do the same.

All hosted bars are based on consumption, unless otherwise contracted. For hosted bars, a guaranteed minimum sales threshold of \$650(++) per bar per four hours is required.

For retail bars and ticketed/retail bars, a guaranteed minimum sales threshold of \$950(+) per bar per four hours is required.

For ticketed bars, a guaranteed minimum sales threshold of \$650(++) per bar per four hours is required.

All bar services lasting more than four hours will incur an increased minimum sales threshold. If the minimum guarantee is not met, you will be charged the difference between the consumption and the minimum guarantee. The requirements and expectations of any customer with regard to the service of alcoholic beverages at the Las Vegas Convention Center and Visitors Authority are as follows:

- As a host of all users of your booth or meeting room, you are responsible for the appropriate and lawful consumption of alcohol by your guests. You must ensure that all guests who consume alcoholic beverages in your booth or meeting room are at least TWENTY-ONE (21) years of age or older. We urge that you check proof of age, such as a driver's license, to be certain. In our operations, we follow a policy requiring proof of age from anyone appearing to be under the age of 30. We recommend you adopt a similar policy for your booth or meeting room.
- All alcoholic beverages must be consumed within the booth or meeting room. NO alcohol can be removed from the Las Vegas Convention Center and Visitors Authority at any time.
- The consumption of alcoholic beverages by intoxicated guests, or guests appearing to be intoxicated, is prohibited.
- All spirits must be served by our catering personnel.

Las Vegas destination pictures credit of the Las Vegas Convention and Visitors Authority News Bureau.







Catering Order Form

Centerplate holds the exclusive rights to all food and beverage within the Las Vegas Convention Center. This exclusive agreement prohibits exhibitors or other event participants from bringing food or beverage into the Las Vegas Convention Center without the written approval of Centerplate - this includes bottled water.

Centerplate requires that an LVCC bartender dispense all alcoholic beverages.

Company Name		Show Event Name:	
Contact Name & Title:		Booth Location (Hall or Lot/Booth or Meeting Room Number)	
Billing Address:		Onsite representative:	
City, State, Zip:		Onsite Cell:	
Main Phone:		Onsite Email:	
General Email:		Estimated Number of Guests in Attendance:	

Date of Service	Start Time Of Service	End Time of Service	Quantity	Description	Unit Price	Amount

To ensure availability of menu items, we encourage you to place your order by the catering cutoff date listed on the front page

Email: exhibitorcateringlvcc@centerplate.com or For More Information Call: 702-943-6779

A fee of \$35.00+ will apply for each food and beverage delivery to booths in the exhibit halls - A fee of \$50.00+ will apply for each food and beverage delivery to booths outside the building and lots

+ = Current State Tax, 8.375%

++ = 19% Service Fee and Current State Tax, 8.375%

Total



Food and Beverage Sampling Policy and Guidelines

Centerplate is the exclusive catering company at the Las Vegas Convention Center and is looking forward to serving all your catering needs. As such Centerplate is responsible for the safety of all food and beverage consumed, prepared and dispensed on property. At times specific business needs will require an exception to this exclusivity therefore the following guidelines have been provided.

- ✓ Outside food and beverage is prohibited unless the exhibitor is the owner, manufacturer or distributor of the product. The product must be germane to the show and be approved by Centerplate in advance. Outside food and beverage not approved by Centerplate is prohibited. This includes but is not limited to bottled water, bags of ice, alcoholic or non-alcoholic beverages, crew meals and packaged snacks etc.
- ✓ Southern Nevada Health Department requires the full set and use of a hand washing and sanitation station when sampling or preparing unwrapped food/beverage. You may provide your own station or purchase from Centerplate. {see page 2}
- ✓ A certificate naming Centerplate as additionally insured in the descriptions of operations box must be submitted to the Catering department at the Las Vegas Convention Center from each sampling client with the following:
 - General liability (\$1,000,000)
 - Workers Comp (\$1,000,000)
- ✓ Detailed information regarding sampled product must be communicated to Centerplate no later than 3 weeks prior to the show via the Food and Beverage Sampling/On Site Preparation Approval Form. {see page 2}
- ✓ Food preparation using heating/kitchen services must be disclosed to the Catering department and the Las Vegas Convention Centers Fire Prevention Team by the show deadline (refer to exhibitor kit for exact date). All heating elements are subject to approval. A description of size/equipment/processing procedure is required
- ✓ Cash handling and point of sale food and beverage transactions not operated by Centerplate are not permitted. Order taking is permitted.*
- ✓ Alcohol must be purchased and dispensed by the Catering Department at the LVCC. No outside alcohol may be brought into the facility. This includes product owned or donated product.*
- ✓ The Southern Nevada Health District considers the use of CBD oil in food to be an adulterant, which is prohibited.

**Thank you for your attention to the above guidelines.
It is our pleasure to serve you!**

**Please contact your Catering Sales Representative for more information.*



Food and Beverage Sampling / On-Site Preparation Approval Form

DO NOT include any credit card or personal information with this form

Centerplate and the Las Vegas Convention Center (LVCC) requires specific information for all on -site food and beverage preparation and dispensing to ensure compliance with Southern Nevada Health Department and Fire Safety Codes



Show Event Name:	
Booth Location (Hall or Lot/Booth or Meeting Room Number)	
Onsite representative:	
Onsite Cell:	
Onsite Email:	
Proprietary Product to be Sampled: Sampling products containing THC or CBD is prohibited*	

Company Name	
Contact Name & Title:	
Billing Address:	
City, State, Zip:	
Main Phone:	
General Email:	

CHOOSE ONE:

- ☐ **Food:** 2oz. portion
- ☐ **Non – Alcoholic Beverage:** 3oz portion - Alcoholic beverage sampling requires prior approval as specific laws and policies apply. Please speak with your Centerplate sales representative for further information.
- ☐ **Demonstration:** An exhibitor who does not manufacture, distribute or hold sole proprietorship of sampled product but wishes to use food and/or beverage to demonstrate their proprietary product is considered a demonstration. Please check here and a Centerplate Sales representative will be in contact.

HANDWASHING SANITATION KIT:

Nevada Health Law requires use of a hand washing and sanitation station when sampling or preparing food/beverage. You may provide your own station or purchase from Centerplate.

Will you be purchasing a hand washing and sanitation kit from Centerplate?

- ☐ Yes, A Centerplate Sales Representative will reach out
- ☐ No, I will provide my own

WILL YOU BE COOKING OR HEATING FOOD

- ☐ No
- ☐ Yes, an LVCVA Fire Prevention coordinator will be in contact
- ☐ Please list the heating or cooking equipment to be used:

- ☐ By submitting this form, I acknowledge I have read and understand the food and beverage policies at the LVCC.

Email completed form to: foodprepandsample@lvcva.com

Approval from both LVCC and Centerplate must be received prior to finalizing your plans.

DO NOT include any credit card or personal information with this form.

A Centerplate representative will follow up with you on any balance due. All policies will be strictly managed by the LVCC, Centerplate, and the Southern Nevada Health Department.

*Please contact your Catering Sales Representative for more information.

HAND WASHING & SANITATION KIT

ALL APPROVED FOOD AND BEVERAGE SAMPLING EXHIBITORS ARE REQUIRED TO HAVE HAND WASHING/SANITATION KITS.



Show/ Event Name:	
Company Name:	
Company Address:	
Location: (Booth or Meeting Room)	
Onsite Representative	
Onsite Cell:	
Onsite Email:	

Hand Washing & Sanitation Kit: \$75.00+



Includes:

- ✓ 1 Water Dispenser
- ✓ 2.5 Gallons of Hot Water
- ✓ 1 Roll of Paper Towels
- ✓ Hand Soap
- ✓ Disposable Bucket
- ✓ 100 Professional Grade Sanitizing Wipes

❖ Hot Water re-fill stations will be available on the show floor or at designated retail locations. Please contact your Catering Manager. For all deliveries, a \$35.00+ fee applies.

Date	Quantity	Select Delivery	Or Select Pick Up

Pre-payment is required. By signing, customer agrees to pay total charges as specified as well as any applicable charges for additional items ordered on-site. Centerplate will use this authorization for any additional charges incurred as a result of on-site orders placed by your representatives(s).

Place Orders or To Submit Payment: Email: exhibitorcateringlvcc@centerplate.com or
For More Information Call: 702-943-6779

Authorized Signature: _____

A fee of \$35.00+ will apply for each food and beverage delivery to booths in the exhibit halls.
A fee of \$50.00+ will apply for each food and beverage delivery to booths outside the building and lots

Order your specialty services here!

Ordering is simple, quick, and secure. Click an image below to go to our exhibitor portal. If you don't have an account, it takes only minutes to create one. If you have any issues please email info@expoease.com, and we'll be happy to assist you.

Advance pricing ends June 3, 2022



Plants/Floral Arrangements

Plants and flowers do more than just brighten up your booth. The design and color also make a statement about your company and brands. Don't hesitate to contact us directly if you are looking for something custom.



Photography/Video

Make your investment outlive the three days of the show. Professional photography and video can provide content for a year. Capture your customers, product, and team interacting in the booth for your marketing and social media needs.



Professional Booth Staffing

Professional assistants in your booth can make the difference between capturing a prospect and watching them walk down the aisle to your competition. We provide sales support, receptionist services, and product demonstrators.

Call or email us! We are here to be a resource for you.
info@expoease.com or 702-368-2868

LAS VEGAS ANTIQUE JEWELRY & WATCH SHOW

JUNE 9 - 12, 2022

SECURITY GUARD
ORDER FORM**RETURN BY 05/09/22***** For Advance Order Rate****Special Operations Associates, Inc.**
Of Nevada

NV LIC# 525

Uniformed Officer Advance Order Rate

Armed \$42.00 per hour

Unarmed \$25.00 per hour

On Site Rate (After 5/09/22)

Armed \$58.00 per hour

Unarmed \$32.00 per hour

NO SHARING OF GUARDS**FULL PAYMENT REQUIRED WITH
RECEIPT OF ORDER****RETURN TO:**

SPECIAL OPERATIONS ASSOCIATES, INC.

3405 Cambridge Street

Las Vegas, Nevada 89169

(702) 386-8065 • FAX (702) 386-9720

E-Mail: soa@soasecurity.com • www.soasecurity.com

NOTE: ANY ADDITIONS AFTER ADVANCE ORDER DATE WILL BE CHARGED AT HIGHER RATE.

PLEASE ARRANGE FOR _____ GUARDS IN OUR BOOTH ON THE FOLLOWING DAYS:

DATE	HOURS	DATE	HOURS
_____	_____ TO _____	_____	_____ TO _____
_____	_____ TO _____	_____	_____ TO _____
_____	_____ TO _____	_____	_____ TO _____
_____	_____ TO _____	_____	_____ TO _____
_____	_____ TO _____	_____	_____ TO _____
_____	_____ TO _____	_____	_____ TO _____

Special Operations Associates, Inc. (SOA) is not an insurer. Charges are based solely upon the value of services provided for, and are unrelated to the value of the clients operations property or the property of others. The amounts payable by the client are not sufficient to warrant assuming any risk of damage or loss to property due to SOA's negligence or failure to perform. SOA, its agents and representatives, will provide all necessary safeguards and shall assume no liability for life, accident, theft of property, damage to property or any other loss due to factors beyond our control. The client, by signing this agreement, holds SOA harmless for any and all losses and agrees to have in effect at the time of signing this agreement insurance to cover all product, and personal damages and claims arising from engaging in business as an exhibitor.

TOTAL HOURS REQUESTED: _____**AUTHORIZED BY:** _____**COMPANY NAME:** _____**ADDRESS:** _____**CITY:** _____ **STATE:** _____ **ZIP:** _____**PHONE:** _____ **FAX:** _____ **E-MAIL:** _____**BOOTH NUMBER:** _____ **EXHIBIT HALL:** _____ **DATE:** _____**CARD TYPE:** AMERICAN EXPRESS ☐ VISA ☐ MASTERCARD ☐ (3.5% Processing fee will be added for all credit cards)**CREDIT CARD NUMBER:** _____ **EXPIRATION DATE:** ____/____/____ **CVV#** _____**CARDHOLDER SIGNATURE:** _____ **PRINTED NAME OF CARDHOLDER:** _____**CARDHOLDER ADDRESS:** _____ **STATE:** _____ **ZIP:** _____

- ☐ Guard to remain in booth until exhibitor arrives.
☐ Guard to work scheduled times only.
☐ Fire watch guard.



ROLLAND
CENTURIES OF SECURITY

3140 Towerwood Drive | Dallas, TX | 75234
Email: saferepals@rollandsolutions.com

Phone: 214-845-6804

Las Vegas Antique Jewelry & Watch Show

JUNE 9-12, 2022

Las Vegas Convention Center
3150 Paradise Road
Las Vegas, NV 89109

Form Deadline: April 15, 2022

2022 ADVANCE SAFE RENTAL ORDER FORM

Exhibiting Company _____

Booth Number(s) _____ *If booth sharing, list other company* _____

Booth Coordinator _____

At-Show Contact _____ At-Show Cell Phone _____

Company Main Phone _____ Company Fax Number _____

Email Address _____

Address _____ City _____

State/Province _____ Country _____ Postal Code _____

NOTE: We recommend that Exhibitor consult with insurance provider to select a safe in compliance with insurance requirements.

Model	Security Rating	Exterior Dimensions	Capacity	Shelves	Weight	Rental Rate	Qty.	Total
F-6528	TL30 High Security Burglary	72½" x 32" x 29¾"	21.1 cu.ft.	5	2930 lbs.	\$1,330		\$
F-5524	TL30 High Security Burglary	62½" x 28" x 29¾"	15.3 cu.ft.	4	2237 lbs.	\$1,230		\$
B-475	B-Rate Medium Security	62½" x 28¼" x 24¼"	14.75 cu.ft.	4	490 lbs.	\$790		\$
Orders after 4-15-22, will incur additional \$100 to the rental cost of the safe.								
Sales Tax							8.38%	\$
Full payment required when form is submitted. Safe confirmation sent to email address on form.								\$

PAYMENT BY CREDIT CARD:

☐ American Express ☐ Visa ☐ MasterCard

Credit Card # _____

Card Holder Name _____

Card Billing Address _____

Expiration _____ CSC/CVV # _____

City/State _____ Zip _____

PAYMENT BY CHECK:

Check # _____

PAYMENT BY WIRE TRANSFER: Contact Rolland Safe

RENTAL REQUIREMENTS & CONDITIONS

- **SAFE INSTALLATION INSTRUCTIONS ARE REQUIRED WITH ORDER FORM:** Indicate choice of standard safe position on the chart provided to the right. For special installation position, please submit booth diagram.
- **CHANGES IN BOOTH NUMBER, SAFE MODEL, OR SAFE POSITION:** Exhibitor is solely responsible for notifying Rolland of changes by email (saferepals@rollandsolutions.com). Rolland will confirm change to email on Exhibitor form.
- **SAFE STANDARD EQUIPMENT:** All safes standard with pushbutton digital Lock (Exhibitor sets own code), padlock with 2 keys, number of safe shelves specific to safe model and standard right-hand door swing.
- **CANCELLATION POLICY 4-22-22:** After 4-22-22 safes in transport and refund ineligible.
- **INSTALLATION & SAFE MOVE POLICY:** Safe placed in booth PRIOR to Exhibitor move-in/setup date. Safe reposition/move after initial position indicated on form **MUST** be requested at Rolland Service Desk.
- **PAYMENT POLICY & SAFE CONFIRMATION:** Full payment required when form is submitted or safe placed in booth. Confirmation sent to email address on form. Exhibitor should contact Rolland if no confirmation received.
- **CONTRACT:** Rental contract expires at close of show, no goods/items to be stored in safe after show close.

DISCLAIMER: Exhibitor agrees to indemnify and hold harmless each of the following entities, herein known as "the Companies": Rolland Safe and Lock Company, Rolland Safe Corporation, Rolland Tradeshow Company L.L.C., SOCAL Safe Company, Emerald Expositions, and each of their respective officers, directors, agents, and employees of and from any and all claims, losses, suits, damages, judgments, expenses, costs (including, without limitation, attorney's fees) and charges of every kind and nature, arising out of or resulting from Exhibitor's rental, and Rolland's provision of the safe, as provided herein.

The Companies assume no liability or responsibility for the articles stored in the Safe, and all merchandise on the premises is Exhibitor's sole responsibility and risk. The Companies carry no insurance to protect Exhibitor or its merchandise, and Exhibitor is required to notify its insurance carrier of Exhibitor's attendance at the Show, and that Exhibitor secure insurance to protect itself and its merchandise. The Companies provide no warranties of any kind, expressed or implied. Exhibitor is liable to Rolland for any damages to the Safe while it is in Exhibitor's booth.

Carefully review order, sign and submit. Exhibitor agrees to all terms outlined in this agreement.

As the authorized representative of the above company, I confirm that above details are correct and I accept the rental conditions.

► Exhibitor Authorized Signature: _____ Date: _____

INSTALLATION POSITION

Select exhibitor standard safe position.
Special position - booth diagram accepted.

