

SHOPTALK

March 17-20, 2024 • Mandalay Bay, Las Vegas

Turnkey Exhibit Hall Meeting Room Details

Location: Exhibit Hall Meeting Rooms are located inside the Exhibit Hall.

Show Hours: Monday, March 18 10:00 am - 5:00 pm PST
Tuesday, March 19 10:00 am - 5:00 pm PST

Move-In: Sunday, March 17 8:00 am – 6:00 pm PST

Move-Out: Tuesday, March 19 6:00 pm – 10:00 pm PST

*All items must be removed by Tuesday; Freeman will break down Exhibit Hall Meeting Rooms on Tuesday night and discard anything that remains in the space.

What's Included:

- (4) Ventura Charging tables
- (10) Razor armless chairs, white
- (1) Naples Black Loveseat
- (1) Mesa Cocktail Table (black)
- (1) 39"x39" Graphic over Plexi (Sponsor logo)
- (1) 39"x39" Interior poster (Sponsor graphics)
- (1) Full wrap exterior graphic - 16 full panels and 2 half panels (Sponsor graphics)
- Complimentary basic Wi-Fi will be provided in the Exhibit Hall, however, if you need a faster, more reliable connection, we **strongly recommend** ordering a dedicated internet connection from [Mandalay Bay Exhibitor Services](#).

What's NOT Included:

- **AV** – all orders must be placed through [Freeman AV](#) (monitors, laptops, etc.)
- **F&B** – available to purchase through [Mandalay Bay Exhibitor Services](#) but must remain inside the Meeting Room
- Please be aware that the furniture mentioned above takes up most of the meeting room. Plan accordingly if you will have extra decor or F&B inside the room. If you would like to upgrade or change the furniture, you must purchase through [Freeman](#).

Artwork Requirements:

 Please use the specs and file requirements listed below:

- (16) Full Exterior Graphic Panels (38-3/4"x94-15/16") Vector File (ai or eps)
- (2) Half Exterior Graphic Panel (19 - 1/4" x 94-15/16")
- (1) Graphic Signs (39"x39") Vector File (ai or eps)
- (1) Sponsor Logo (Logo in Vector format)
 - CMYK colors only
 - Convert all text to outlines
 - Embed all images and embedded images must be 300DPI at full scale
 - All artwork files must be provided as an .ai or .eps file only

Deadlines:

- Artwork must be submitted by **January 26, 2024**.
**Please note that artwork submitted after the deadline may be subject to additional charges.*
- Submit a [Certificate of Insurance](#) to Abraxys [HERE](#) by **February 1, 2024**.

Helpful Links:

[Exhibitor Resources](#) | [Display Rules and Regulations](#) | [2024 Exhibitor Terms & Conditions](#)