

## Show Quick Facts


Team Concept Conference 2017

November 29 - December 2, 2017

### LOCATION

Westgate Las Vegas  
Ballroom B/C  
3000 Paradise Rd  
Las Vegas, NV 89109

### IMPORTANT DATES

 Save money if you order and pay on or prior to the Advanced price deadline. Standard pricing and Show Floor pricing will apply as applicable.	Wednesday, November 1, 2017
First day advance shipments will be received at the warehouse. Hours of operation are 8:00 a.m. - 4:00 p.m.	Monday, October 30, 2017
Last day for advance shipments to arrive at the warehouse. See <b>Order Material Handling</b> link under the red tab <b>Material Handling</b> for details on rates.	Monday, November 27, 2017

### EXHIBIT HALL INFORMATION

Booth Drape Colors	BLUE
10' x 10' Booth Package	8' high Blue back drape 3' high Blue side rail  The exhibit hall is carpeted.  <b>Booth space includes:</b>  Exhibitor ID sign 1 - 6ft White draped table 2 - Side chairs 1 - Wastebasket
Exhibitor Installation	Wednesday, November 29, 2017 12:00pm - 6:00pm  Thursday, November 30, 2017 8:00am - 1:00pm
Show Open	Thursday, November 30, 2017 5:30pm - 7:30pm  Friday, December 1, 2017 6:30am - 5:30pm  Saturday, December 2, 2017 6:30am - 1:00pm
Exhibitor Dismantle	Saturday, December 2, 2017 1:00pm - 4:00pm
Material Handling Agreement turned into Alliance Service Desk by:	Saturday, December 2, 2017 4:00pm
Carrier Check-In by:	Saturday, December 2, 2017 3:00pm

**Note:** All carriers must be checked in no later than 1 hour prior to Exhibitor Move Out completion. **If your carrier has NOT checked in by 3:00pm on Saturday, December 2, 2017 then your freight will be re-routed to the show carrier or returned to the warehouse per your choice.** See the **Shipping Tab** and review **Outbound Shipping Paperwork** section.

<b>ADVANCE WAREHOUSE SHIPMENTS</b>	
Shipments should arrive on or after	Monday, October 30, 2017

*All advance shipments to the warehouse should be addressed and labeled as follows:*

Exhibiting Company and Booth #  
 Team Concept Conference 2017  
 c/o Alliance Exposition / UPS Freight / Sunset Transportation  
 4120 W Windmill Ln  
 Ste 111  
 Las Vegas, NV 89139

THE LAST DAY SHIPMENTS WILL BE ACCEPTED AT THE WAREHOUSE IS MONDAY, NOVEMBER 27th.



Save money by shipping to the advance warehouse prior to Wednesday, November 22nd. See **Order Material Handling** link under the red tab **Material Handling** for details on rates.

<b>DIRECT SHIPMENTS TO SHOW SITE</b>	
Shipments will be accepted	Wednesday, November 29, 2017 12:00pm - 6:00pm
*Please Note: Any shipments that arrive early to show site or after the show opens will incur a higher Material Handling fee. Please reference the rates outlined under the <b>Order Material Handling</b> link under the red tab <b>Material Handling</b> .	Thursday, November 30, 2017 8:00am - 1:00pm

*All shipments direct to Show Site should be addressed as follows:*

Exhibiting Company Name and Booth #  
 c/o Alliance Exposition Services  
 Team Concept Conference 2017  
 Westgate Las Vegas  
 Ballroom B/C  
 3000 Paradise Rd  
 Las Vegas, NV 89109

All materials shipped either to the advance warehouse or directly to show site will incur a Material Handling fee. See **Order Material Handling** link under the red tab **Material Handling** for details on rates.