



Viva Las Vegas!

South Point Hotel & Casino
August 2-4, 2017

Dear BCA Expo 2017 Exhibitor:

Everything you need to plan and prepare for successful participation in the 2017 BCA Expo is contained within this Online Exhibitor Services Guide. Please note that there are tremendous savings by advance ordering. Save both *time* and *money* when ordering by the advance order deadlines.

Please carefully read the **GENERAL SHOW INFORMATION** Section. This will provide you with complete details concerning installation and dismantling of exhibits, as well as provide you with a complete overview of show services and regulations.

IMPORTANT: All booths have been assigned a targeted move in date. Your target date is the date on which your freight must arrive at the South Point Hotel, Casino & Convention Center. Please refer to the **HERITAGE TRADE SHOW SERVICES** section for shipping information, which includes a target schedule that lists the exact date and time your freight must arrive. If for some reason you are unable to meet your target date, you may contact W.T. Glasgow, Inc., Expo Management, to discuss the possibility of rescheduling your target date. To ensure an orderly move-in and installation of exhibits, it is critical for exhibitors to comply with their target dates. If you are not familiar with this procedure, and require further clarification after reading the enclosed materials, please feel free to contact W.T. Glasgow, Inc.

All other services are listed under the **EXHIBITOR SERVICES** section. If you are not familiar with this procedure and require further clarification after reading the enclosed materials, please feel free to contact W.T. Glasgow, Inc., Expo Management.

As Event Management for the **2017 BCA Expo**, we are looking forward to your participation. Please do not hesitate to call upon us, should you have any questions about anything contained in the Online Exhibitor Services Guide.

Best wishes for a great BCA Expo 2017!

W.T. GLASGOW, INC.
BCA Expo Management
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