



Education and Events: March 8–12, 2017
 Trade Show: Anaheim Hilton & Marriott March 9–11, 2017
 Anaheim Convention Center March 10–12, 2017
 Anaheim, CA USA

LOGISTICS & SPECIFICATIONS: Product Showcase

Thank you for contracting a New Product Line Showcase Unit. In order to meet the deadlines and specifications for this opportunity, please read the following information in its entirety.

Location: Main Lobby – Anaheim Convention Center.

Dimensions: You will receive one showcase unit with a separate door, one showcase header with company logo, and one showcase side panel with company logo (artwork provided by your team or graphic designer). The artwork must be provided as a vectored EPS file. Please submit artwork to walter@newhope.com no later than **Friday, February 10, 2017**. Artwork dimensions are listed below.

- Showcase header 42 3/4" wide x 10 1/8" tall
- Side panel 17 7/8" wide x 96" tall

Showcase unit will include 3 shelves that are **18"H X 36"W X 11"D** each.

Set-Up: Exhibitors will be able to enter the Showcases at the below times only:

	Wednesday, 3/8	Thursday, 3/9	Friday 3/10	Saturday, 3/11	Sunday, 3/12
Set-Up	8:00am - 5:00pm	8:00am - 5:00pm			
Showcases Unlocked for Adjustments			8:00am – 9:00am 12:00pm – 1:00pm 5:00pm – 6:00pm	8:00am – 9:00am 12:00pm – 1:00pm	8:00am – 9:00am
Product Removal					4:00pm – 5:30pm

Removal: Sunday, March 12th: 4:00 p.m. – 5:30 p.m.

The showcase doors will not, under any circumstances, be unlocked prior to 4:00 p.m. on Sunday, March 12th. Any products left in the showcase at 5:30 p.m. will be donated to a local food bank. We are not responsible for any products or display articles left after 5:30 p.m. on Sunday, March 12th.

Guidelines:

- Bring any supplies (tape, scissors, stapler, markers, etc.) you may need to set-up your display. We do not keep supplies in the Showcase Office.
- Electricity is not provided or allowed in the showcases. Battery operated lights or moving display objects are welcome.
- Make sure your display is visible on the top, middle or bottom shelves.
- Use empty bottles & packages for displays. We cannot assume responsibility for any products that are damaged or stolen while in the display case.
- New Product line units will be placed together if you have purchased more than one unit.

Questions? Contact us.
 Jenny Walter
 303.998.9328
walter@newhope.com
www.expowest.com