



Education and Events March 7-11, 2018
 Trade Show:
 Anaheim Convention Center North Hall March 8-10, 2018
 Anaheim Convention Center Main Halls March 9-11, 2018
 Anaheim, CA USA

LOGISTICS & SPECIFICATIONS: New Product Line

Thank you for contracting a New Product Line. 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, featuring company-produced artwork on the showcase header, inside back panel, and side panel of the showcase by the door. **The artwork should be provided as a vectored EPS file.** Please submit artwork to amacgregor@newhope.com no later than Friday, February 2, 2018.

- Showcase header 42 3/4" wide x 10 1/8" tall
- Side panel 17 7/8" wide x 96" tall
- Back panel 38-3/16" wide x 86-1/4" tall (copy should start about 12" down from top as the header will block that portion).

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

Please provide the artwork for the New Product Line no later than Friday, February 2.

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

	Wednesday, 3/7	Thursday, 3/8	Friday, 3/9	Saturday, 3/10	Sunday, 3/11
Set-Up	10:00am-5:30pm	10:00am-5:30pm			
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
Left Products Donated					5:30pm

Removal: **Sunday, March 11th: 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 11th. Any products left in the showcase at 5:30 p.m. will be donated to a local food bank. New Hope Network is not responsible for any products or display articles left after 5:30 p.m. on Sunday March 11th.

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. New Hope Natural Media 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!

Please contact Alex MacGregor: (P) 303.998.9218 (E) amacgregor@newhope.com