INFORMATION A-Z

Cleaning

Booth cleaning is included in your booth package for opening day only to ready your booth for the show.

Freeman

Order Additional Furniture, Hard Walls and Accessories Online: Here

You will be able to log in online using your contact information, the email you supplied in your booth contract. Check your email for additional log-in information to access your online Freeman Account.

Hanging Signs Policy

Hanging signs, posters, and banners are NOT permitted at the Coconut Grove Jewelry & Watch Show, unless you have received written preapproval by Show Management. If signage is included as part of your sponsorship, it will be clearly stated in your contract and Show Management will be made aware of this in advance of the show. Thank you for your cooperation and compliance.

Hotel Information

EvolveCon is our official housing provider for the Coconut Grove Jewelry & Watch Show. You can make your hotel reservation online by <u>clicking here</u> to access our online housing site, or you can contact *EvolveCon* via their customer service phone number: 646-374-4237.

Light Track Orders

To order lighting services please use your <u>Exhibitor Console</u>. After ordering light tracks please email your complete <u>booth lighting diagram</u> to <u>Operations@USAntiqueShows.com</u>.

Minor Policy

Due to safety restrictions, children 17 and under are not allowed on the show floor during move-in or move-out. Children 17 and under must be accompanied by an adult during show days only. Strollers are allowed during show days.

Noise Levels

No live music or DJ performances will be permitted in the venue without permission. Background music may only play from portable stereos/CD players and must be kept to a level that does not interfere with the selling efforts of other exhibitors. Speakers are required to be turned inward to the booth. Show Management retains the right to control booth noise and eliminate it if detrimental to other exhibitors. After three warnings or complaints of disruptive sound, Show Management may disconnect and/or remove the source of the sound violation for the remainder of the show.

Parking

Parking is available during move-in as and as show hours in the parking garage by CVS and Anamony and Lot 62 near city hall.

- ➤ Valet service is available during show hours for \$25.
- > Overnight personal vehicle parking in nearby garages found here.

Press

Gain visibility for your products in advance by contacting Michelle Orman from Last Word Communications at Michelle@LastWordComm.com.

Promotional Distribution

Distribution of any printed materials, samples or other articles is ONLY allowed in the exhibitor's own exhibit space. Signs or advertising devices shall not be displayed outside of each exhibitor's own space. If you have any questions relating to this subject or would like information on outside advertising, please contact Show Management at Operations@USAntiqueShows.com.

Safety | Fire Marshal Requirements & Permitting

Space behind booths should remain free as they are utility aisles. Fire Marshal will request exhibitor(s) to remove any items stored behind booth. All exhibit spaces must be in full compliance with all facility, fire marshal, Show Management, and exhibit guidelines including all local, state, and federal laws.