



## EXHIBITOR SERVICE KIT

Conference of Automotive Remarketing (CAR)  
March 14-15, 2012  
Caesars Palace, Las Vegas, NV  
Augustus Ballroom I & II

### Important Display Rules & Regulations

**EXHIBITOR MOVE OUT:** Exhibitors will move out immediately following the reception on Thursday, March 10 (7:30pm-10pm).

**SECURITY:** To ensure the security of your booth all leads and valuables should be removed from the show floor, locked up and secured. Security will be posted overnight in the exhibit hall, but it is the responsibility of individual companies to secure their valuable data. Additional security for your exhibit space can be contracted through Pro-Tect Security, Phone: (702) 735-0110.

**BACK WALLS:** Exhibitors displaying in a standard 10x10 booth configuration have a maximum height restriction of 8' high for the back wall, and a maximum height of 4' high in the front exhibit space area. Items displayed which are taller than 4' must be placed in the back 5' of the exhibit area (which is towards the back wall). These height restrictions are designed to avoid blocking and or obstructing the sightline of your neighbor.

**PERIMETER BOOTH:** Exhibitors located in booths located on the perimeter of the exhibit hall, are permitted to a back wall with a maximum height of 12' since another exhibitor is not located directly behind them. Items displayed which are taller than 4' must be placed in the back 5' of the exhibit area (which is towards the back wall). These height restrictions are designed to avoid blocking and or obstructing the sightline of your neighbor.

**SHOW COLORS:** The show colors for CAR 2011 will be Blue and White. Standard booth configurations will have 8' high Blue and White back-drapes and 3' high Blue side-drapes. The conference room will have multi-color carpet.

**BALLOONS ETC:** Show Management must approve the use of balloons. Please submit requests in writing to [courtney.silbiger@bobit.com](mailto:courtney.silbiger@bobit.com).

**BANNER HANGING:** Is allowed exclusively for island booths or areas specifically pre-approved by show management. All banners and rigging must be arranged through Shepard (under 200 lbs) or through Encore Productions at Caesar Palace if (over 200 lbs).

**FREIGHT ON ESCALATORS:** Dollies, luggage, boxes or freight on escalators is strictly prohibited.

**STORAGE:** Empty containers and storage items will be handled through Shepard. Please do not store containers, boxes and crates behind booth walls. It is a violation of fire codes and creates an unsightly and unprofessional image for the show and your company.

**SHIPPING AND RECEIVING:** Please note that Caesars Palace has no storage facilities in the building and is unable to accept any package shipped to the facility of 150lbs or more. Please arrange to receive and store your exhibits for delivery to Caesars Palace on move-in day. Detailed information is included in the Shepard portion of this kit including shipping, material handling and storage forms. EliteExpo is the designated freight carrier for the show. Order forms are included in this kit and contact information is included on page 5.