

2012 INTERNATIONAL LCT SHOW

IN CONJUNCTION WITH
NLA
National Limousine Association



COME TOGETHER

FEB. 13-15, 2012

**MGM GRAND HOTEL
& CASINO, LAS VEGAS**

VISIT WWW.LCTSHOW.COM OR CALL 800-576-8788 FOR MORE INFORMATION

General Show

Information & Rules A- Z

ARRANGEMENT OF EXHIBITS

The International LCT Show will provide display space as indicated on the official floor plan, insofar as possible, but reserves the right to make any changes necessary in the interests of an exhibitor. You must provide the International LCT Show with a drawing or schematic of your planned vehicle layout.

AUDIO/VISUAL

Exhibitors requiring any audio/visual can make arrangements through **Freeman AV**. Order forms can be found online at www.LCTSHOW.com.

AWARDS GALA

Limousine, Charter & Tour Magazine Requests your Presence at the 27th *LCT Magazine* Awards Gala. This MUST-ATTEND event to honors the 2012 Operator of the Year & the Association of the Year. Individual tickets and tables of ten are available for purchase using the form provided in your kit, or by calling (800) 576-8788.

BOOTH DECORATION

Shepard Exposition Services is the Official Service Contractor for the International LCT Show.

Your space will automatically be provided with the following:

- 1. Ballroom is Carpeted (Chocolate brown)**
- 2. 8' Backdrop, 3' Side Rail (in-line booths only)**
- 3. Drape Color: Black, Red & Green**
- 4. 7" x 44" One Line Company Identification Sign (in-line booths only)**

All order forms can be found online at www.LCTSHOW.com.

Note: On-site prices will be at least 25% higher and you can encounter delays to have your order filled. Pre-order and save time & money!

BUSINESS CENTER

The MGM Grand Conference Center Business Center is open Monday through Friday from 9:00am – 5:00pm and is closed Saturday and Sunday. The MGM Grand Hotel Business Center is open Monday through Friday from 6:00am – 8:00pm and Saturday and Sunday from 7:00am – 7:00pm. Either business center can assist you with UPS and FedEx shipping, computer work stations, printing and copy services and office supplies.

2012 INTERNATIONAL LCT SHOW

IN CONJUNCTION WITH
NLA
National Limousine Association



COME TOGETHER

FEB. 13-15, 2012

**MGM GRAND HOTEL
& CASINO, LAS VEGAS**

VISIT WWW.LCTSHOW.COM OR CALL 800-576-8788 FOR MORE INFORMATION

CARPET

The exhibit hall is already carpeted with chocolate brown. If you choose to carpet your booth with a custom color, please call Shepard Exposition Services directly to order specialized carpet at an additional fee.

CART FEE

Shepard Exposition Services will unload P.O.V.'s (personal operated vehicles, i.e. mini vans or cars. Panel vans are not included) using a motorized cart at the rate of **\$84 Round Trip**.

CANCELLATION

Payment is refundable if International LCT Show is notified in writing postmarked on or before **November 18, 2011**, except for an initial \$500 deposit. Cancellation policy applies to all exhibiting firms. Failure to appear at the exposition does not release the exhibitor from the responsibility for payment of the full cost of space rented.

CATERING

The MGM Grand Hotel & Casino holds the exclusive rights to provide all food and beverages served in the convention center. If you would like to order food and beverage items, please contact Diane O'Brien at (702) 891-1272 or diane_o'brien@lv.mgmgrand.com.

CEILING HEIGHT

The ceiling height in the Exhibit Hall is 27'.

COMPUTER RENTAL

Freeman AV is the Official Computer Rental Contractor with the responsibility for providing exhibitors with any computer or printer needs they may have.

CONTRACTED LABOR

All exhibitors must observe prevailing union regulations regarding use of union operators for equipment.

DETAILER

Nationwide Detailers is the Official Detailer for the show. If you wish to have priority service, please make your reservations in advance. Call Nationwide Detailers directly at 818-655-5042 or see www.LCTSHOW.com for more information.

EARLY TEARDOWN

Teardown before the show is over is strictly prohibited. Any exhibitor violating this policy will be fined show points for the following show or any of the Bobit Business Media Events. Please consider this when making travel plans. There are no exceptions.

2012 INTERNATIONAL LCT SHOW

IN CONJUNCTION WITH
NLA
National Limousine Association



COME TOGETHER

FEB. 13-15, 2012

**MGM GRAND HOTEL
& CASINO, LAS VEGAS**

VISIT WWW.LCTSHOW.COM OR CALL 800-576-8788 FOR MORE INFORMATION

ELECTRICAL CONTRACTOR

Edlen Electrical is the Official Electrical Provider for the show. They can assist in handling all of your electrical requirements. Order forms can be found online at www.LCTSHOW.com.

ELECTRICITY IS REQUIRED FOR ALL VEHICLE SPACES. All island and vehicle spaces must pre-order electricity and submit a diagram. If no electrical order is submitted, electrical services will not be available at move-in. This will delay your set-up and increase your electrical service costs.

EXHIBITOR ADMITTANCE/NON-SHOW HOURS

Badges will be required for all personnel to enter the exhibit area during move-in, move-out and show hours. Badges must be worn at all times while in the exhibit hall. Exhibitor Badges will only be issued to those working in the booth. Those helping to set-up or to tear-down the booth will be given temporary worker badges – which will not be valid during show hours. No one will be permitted to remain in the hall longer than one-half hour after the closing each night.

Show Management is not responsible for lost, damaged or stolen articles and strongly advises that items that can be carried be locked up each night.

EXHIBITOR REGISTRATION

The LCT Show has set-up online registration for your convenience! With a login and password, which will be sent directly to your main contact in a separate email, you can simply register your staff, make any changes and keep track of your staff badges. If you prefer to fill out the forms on the following pages, please print clearly and fax back to 817-277-7616.

We suggest that you use your badge allotments for your booth staff FIRST. Then distribute extras to your guests and clients. Please note that there will be **absolutely** no extra complementary registrations awarded over your allotment.

All badges will be printed as filled out online. **Company name changes will not be allowed.**

The LCT Show has a strict policy restricting attendance to exhibiting suppliers and chauffeured transportation operators only. We do this to protect your investment and keep non-exhibiting suppliers from "selling" in the aisles. We ask that you do not allocate your complimentary passes to other non-exhibiting suppliers.

2012 INTERNATIONAL LCT SHOW

IN CONJUNCTION WITH
NLA
National Limousine Association



COME TOGETHER

FEB. 13-15, 2012

**MGM GRAND HOTEL
& CASINO, LAS VEGAS**

VISIT WWW.LCTSHOW.COM OR CALL 800-576-8788 FOR MORE INFORMATION

PURCHASING EXTRA BADGES

If you have used your allotment of complimentary registrations and require additional staff badges, or guest badges, you may purchase those passes through the registration link you will receive via email. Registration is offered at a discounted rate of **\$248.00 per person**. There are no exhibit hall only passes available. NLA discounts do not apply.

Allotment breakdown is as follows:

10'x10' booths = 2 complimentary registrations per space

15'x30' Vehicle Spaces = 4 complimentary registrations per space

BADGES WILL NOT BE MAILED: All badges must be picked up at the Exhibitor Registration Counter on show site. To receive your badges, your company must have satisfied all booth payment requirements and be current with advertising invoices in *LCT Magazine*.

FAQ's

There is a collection of the most commonly asked questions about the International LCT Show available on our website www.LCTSHOW.com. If you have a question that is not listed there feel free to contact us at 800-576-8788 so that we can get the answer you need.

FLORAL & PLANT RENTALS

The Official Florist is Convention Plant Creations. Rates & order forms can be found in online at www.LCTSHOW.com.

FREIGHT CARRIER

ELITeXPO is the Official Carrier for the 2011 International LCT Show. See more information online at www.LCTSHOW.com.

GENERAL REGULATIONS

No part of the building shall be defaced in any manner, nor shall signs of other articles be posted, nailed or otherwise affixed to any pillars, walls, doors or other parts of the building.

Adhesives: No pins, tacks or adhesives of any kind are permitted on any Hotel wall, door or column. Any tape applied to the floor by the exhibitor must be approved by the Hotel. Proper tape can be purchased from the hotel AV department. No helium-filled balloons or adhesive-backed stickers may be used by exhibitors.

Non-flammable materials: All materials used in the Exhibit Hall, Ballroom or any other room of the Hotel MUST be non-flammable to conform with the Fire Regulations of Las Vegas, Nevada. Electrical wiring must be handled by Edlen

2012 INTERNATIONAL LCT SHOW

IN CONJUNCTION WITH
NLA
National Limousine Association



COME TOGETHER

FEB. 13-15, 2012

**MGM GRAND HOTEL
& CASINO, LAS VEGAS**

VISIT WWW.LCTSHOW.COM OR CALL 800-576-8788 FOR MORE INFORMATION

Electrical Services. Any equipment installation must conform to appropriate Las Vegas, Nevada codes. Hotel personnel are obligated to refuse connections where wiring is not in accordance with subject code. Material not conforming to such regulations will be removed immediately at the exhibitor's expense. Engines, motors, or any kind of equipment may be operated only with the prior approval of your Convention Services Manager and Fire & Safety Director.

Combustible decorating material, gasoline, kerosene, acetylene and all other flammable or explosive substances are forbidden.

All vehicles must have battery cables disconnected and have less than 1/8 tank of gas in fuel tanks. Fuel tanks shall have locking-type caps or be sealed with tape. Batteries should be removed or disconnected. A copy of ignition key must be left with show management. A non-flammable drop cloth must be placed under engine.

Vehicles to be displayed must have steering and drive shaft apparatus firmly attached and operable during move-in and move-out.

Cloth and other decorating materials must pass any flameproofing and fire codes and ordinances prevailing in the Convention Center.

All packing containers, wadding, wrapping and such materials must be removed from the immediate exhibit area and not stored under tables or behind displays.

Smoking, in accordance with the city fire codes and ordinances, will not be permitted in the convention area at any time. All designated smoking areas are on the casino floor.

Helium balloons and confetti are prohibited inside the facility Use of confetti, balloons, glitter or other similar materials will incur an additional clean-up fee of \$1,000 to be charged to the exhibitor.

GENERAL BOOTH (non-vehicle spaces) MOVE-IN SCHEDULE:

Exhibitors with 10'x10' - 20'x20' booths may move-in between 12:00pm - 5:00pm on Sunday, February 12th or 8:00am - 3:30pm on Monday, February 13th - exhibits must be show ready by 3:30pm.

MOVE-OUT

Move-out hours are from 2:00pm - 5:00pm on Wednesday, February 15th **Teardown before the show is over is strictly prohibited.** Any exhibitor violating this policy will be fined for the following show. The hall must be completely cleared by 5:00pm on Wednesday. Exhibitors will be held liable for any handling and/or storage charges

2012 INTERNATIONAL LCT SHOW

IN CONJUNCTION WITH
NLA
National Limousine Association



COME TOGETHER

FEB. 13-15, 2012

**MGM GRAND HOTEL
& CASINO, LAS VEGAS**

VISIT WWW.LCTSHOW.COM OR CALL 800-576-8788 FOR MORE INFORMATION

resulting from failure to remove their exhibit from the exposition center within the allocated times.

OVERTIME-LABOR RATES ARE IN EFFECT AFTER 5:00PM ON WEEKDAYS AND ALL HOURS SATURDAY & SUNDAY.

This Show moves-in on overtime, please plan accordingly.

FREIGHT DELIVERY (For Advanced Shipping Only)

All advanced freight should be received at the Shepard Exposition Services warehouse no sooner than **January 16, 2012** and no later than **February 8, 2012**.

Label each piece and address all shipping documents/bills of lading as follows for shipments to the warehouse:

Exhibiting Company Name & Booth #
International LCT Show
C/O Shepard Exposition Services
6615 Escondido St., Ste. C
Las Vegas, NV 89119

FREIGHT DELIVERY (For Show Site Shipping Only)

The MGM Grand Hotel & Casino will not accept shipments prior to **February 12, 2012 (new date) at 8:00 am**. Shipments received at the convention center prior to show dates will be refused and sent back to sender.

Label each piece and address all shipping documents/bills of lading as follows for shipments to show site:

C/O Shepard Exposition Services
Exhibiting Company Name & Booth #
International LCT Show
MGM Grand Hotel
3799 Las Vegas Blvd. S
Las Vegas, NV 89109

HOTEL ACCOMMODATIONS

The MGM Grand Hotel & Casino has a limited number of hotel rooms at the rate of \$90 per night for February 12-16th and \$149 for February 10-11th; call (877) 313-5757 for reservations or visit www.LCTSHOW.com to book online. Please reference discount code International LCT Show.

Deadline for MGM Grand Hotel discounted room rates: January 19, 2012.

2012 INTERNATIONAL LCT SHOW

IN CONJUNCTION WITH
NLA
National Limousine Association



COME TOGETHER

FEB. 13-15, 2012

**MGM GRAND HOTEL
& CASINO, LAS VEGAS**

VISIT WWW.LCTSHOW.COM OR CALL 800-576-8788 FOR MORE INFORMATION

Space is limited; you are encouraged to make your reservations early. Be sure to mention the International LCT Show in order to receive the discounted rate.

INSURANCE CERTIFICATE

Exhibitors shall deliver to International LCT Show and/or Bobit Business Media or their appointed representatives, a certificate of insurance by January 30, 2012, showing evidence of insurance as follows: Comprehensive General Liability which includes Premises & Operations, Blanket Contractual, Personal Injury Independent Contractors and Products/Completed Operation Liability at limits of Bodily Injury and Property Damage not less than \$500,000 Combined Single Limit of Liability.

Insurance Disclaimers, exhibitors are required to provide liability insurance and hold harmless the organizers of the International Limousine, Charter & Tour Show, MGM Grand Hotel & Casino and Shepard Exposition Services. Please send your insurance form to Show Management by **January 30, 2012**.

Non-Liability it is expressly agreed by each and every contracting exhibitor, his agents and his guests, that neither ILCT Show nor Bobit Business Media, nor its employees, nor its contractors shall be liable for loss or damage to the goods or properties of exhibitors. At all times such goods and properties remain in the sole possession and responsibility and custody of each exhibitor.

On signing the Application/Contract, exhibitor releases and agrees to indemnify International LCT Show, Bobit Business Media, its managers, officers, members, sponsors, employees and agents, and save them harmless from any suit or claim for property damage or personal injury by whomsoever sustained, including exhibitor and its agents or employees, on or about the exhibitor's display space or arising out of exhibitor's participation in the exposition, including such damage or injury resulting in part from the negligence of one or more of the aforementioned indemnities.

No Waiver, the failure on the part of either party to insist upon a strict performance by the other party or any of the terms, covenants and conditions herein contained shall not be deemed to be a waiver by him of any breach of any term, covenant or condition herein contained. Waiver by either party of any breach by the other shall not operate to extinguish the term, covenant or condition the breach whereof has been waived nor be deemed to be a waiver of the right to declare a forfeiture for any other breach thereof. The waiver by one party of the performance of any covenant, condition or promise shall not invalidate this contract nor shall it be considered a waiver of any other terms, covenants and/or conditions.

Certificate Holder: International LCT Show, 3520 Challenger St., Torrance, CA 90503

Additional Insured: MGM Grand Hotel & Casino and Shepard Exposition Services

Insurance Providers: Call your current insurance provider, you may have this coverage already in place. If you need to acquire coverage, the International LCT Show recommends:

2012 INTERNATIONAL LCT SHOW

IN CONJUNCTION WITH
NLA
National Limousine Association



COME TOGETHER

FEB. 13-15, 2012

**MGM GRAND HOTEL
& CASINO, LAS VEGAS**

VISIT WWW.LCTSHOW.COM OR CALL 800-576-8788 FOR MORE INFORMATION

Buttine Underwriters Agency

ATTN: Kendra Reilly

Phone: 212-697-1010 x 49

Email: kar@buttine.com

Sign up online at <http://www.buttine.com/eventExhibitor.html>

MODELS/HOSTESSES

Judy Venn & Associates is a full service talent agency providing booth staff, models, hostesses, hosts, interpreters and demonstrators to exhibitors. Order forms online at www.LCTSHOW.com.

PROMOTIONAL PRODUCTS

Versacom, Inc is the recommended provider for promotional items. Order forms online at www.LCTSHOW.com or you can call (313) 982-1400.

SALES TAX

Nevada Sales Tax is 8.1%.

SECURITY

Pro-Tect has been designated the Official Security Company for the International LCT Show. Show Management will arrange for general security during the exhibition. While management will make every effort to ensure that the exhibition area is completely closed to unauthorized personnel during non-show hours, we advise companies exhibiting items able to be carried out to remove them at the close of each day.

For exhibitors requesting individual security service, check online at www.LCTSHOW.com.

SHOW GUIDE

The Official Show Guide will be distributed to all International LCT Show attendees. The program will contain the following information: Details on seminars & special events, facility maps and floor plans, sponsors, exhibitor listings in alphabetical order, including product descriptions and contacts.

FINAL COPY DEADLINE DATE IS JANUARY 13, 2012.

SUBLETTING SPACE

No exhibitor may assign, sublet or apportion his space in whole or in part, nor exhibit any products or services other than those manufactured or handled in the normal course of his business, nor permit any agent of any exhibiting firm to solicit business or take orders in his space.