



Archery Trade Association

Kentucky Exposition Center - Louisville, Kentucky

January 10 - 12, 2019

Discount Deadline **Thursday, December 20, 2018**

Event Code: I110370119

Connect With Us!

email atlanta@shepardes.com
 phone (404) 720-8600
 fax (404) 720-8755
 mail 1531 Carroll Drive, NW
 Atlanta, GA 30318

Mobile/Vehicle Spotting

Displaying a vehicle at the event? (including rolling stock, self-propelled, towed and/or pushed vehicles/machinery.)
 All vehicles must be escorted on and off the floor by a Shepard representative.
 Shepard charges a round-trip fee, per vehicle, to place a vehicle on the tradeshow floor.

Step 1: If you have a vehicle, make sure it is shown on the official floorplan by alerting Customer Service or your Event Management.

Step 2: Contact Customer Service to **schedule** your move in and out. Vehicle placement must be supervised by the Exhibitor.

All vehicles must be removed no later than **Sunday, January 13, 2019 4:00 PM**
 Any vehicles left after that time are subject to removal by towing or other means. Exhibitors are responsible for all removal charges.

Important Rules and Regulations

Battery Cables must be disconnected
 Gas Cap must either be taped shut or have a lockable gas cap.
 Must contain less than 1/4 tank of gas.
 Keys must be given to Shepard Exposition Services to be held onsite.
 Exhibitor is responsible for checking local Fire Marshal rules and regulations for additional requirements.

Code	Qty	Item	Roundtrip
35106		Motorized Unit/Vehicle Spotting	\$ 200.00

*Additional fees may apply if mobile spot cannot be driven into place and must be assisted or if scheduled mobile spot time is missed.

Signature indicates you read and accept the Payment Policy and Terms & Conditions.

No refunds or exchanges once item has been delivered to your booth.

Cancellations must be received in writing within 48 hours of 1st day of exhibitor move in.

Total Bar: \$ _____
 NA Tax*: \$ _____
 Amount Due: \$ _____

Company Name: _____ Booth# _____

Contact Name

Contact Email Address



Card Holder Signature