



Mobile Spotting

Archery Trade Association

INDIANA CONVENTION CENTER - Indianapolis, IN

January 9 - 11, 2020

Event Code: 1198150120
 email Indianapolis@shepardes.com
 phone (317) 677-1235
 fax (317) 389-5524

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. Additional charges may apply when additional labor and equipment required.

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 12, 2020** **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