

Where the
Car Rental Industry
Connects



April 14-16, 2019 Paris Las Vegas

BROUGHT TO YOU BY **Auto Rental** **ACRA**

Print and Post Quick Reference Sheet

Exhibitor Move-In – Paris Las Vegas Hotel

Sunday, April 14	8:00am	-	10:00am	Vehicle Move-in
Sunday, April 14	8:00am	-	5:00pm	General Move-In
Monday, April 15	8:00am	-	11:00am	Show Ready Preparations

Exhibit Hours – Paris Las Vegas Hotel

Monday, April 15	12:00pm	-	2:30pm
Monday, April 15	5:30pm	-	7:30pm
Tuesday, April 16	12:00pm	-	3:00pm

Exhibitor Move-Out – Paris Las Vegas Hotel

Tuesday, April 16	3:00pm	-	7:00pm	Early Dismantle Prohibited
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Important Deadline Snapshot Some deadlines are not included, please review the kit for additional deadlines.

Deadline	Form or Information	Contractor/Vendor
March 7, 2019	Official Event Mobile App Listing	Show Management
March 18, 2019	Vehicle Specifications, Emergency Contact Information & Proof of Insurance Exhibitor Appointed Contractor Notification First Day Items Can Arrive at the Warehouse	Show Management Shepard Exposition Services Shepard Exposition Services
March 22, 2019	Hotel Group Rate Deadline	Paris Las Vegas
March 25, 2019	Shepard Discount Services (Furniture, Accessories, Booth Cleaning, Installation & Dismantle Labor, Carpeting, Cartload Service)	Shepard Exposition Services
March 29, 2019	Electrical Service & Labor, Internet & Data Services Audio Visual & Computers Plants & Floral	Encore Encore Convention Plant Creations
April 5, 2019	Last Day to Ship to Advanced Warehouse	Shepard Exposition Services
April 12, 2018	Staff Registration Badge Scanners	Custom Registration Custom Registration

Shipping Addresses

Advanced Warehouse

Shipments accepted (without a surcharge) on and between
March 18 – April 5.

[Exhibiting Co. Name & Booth Number]
International Car Rental Show
C/O Shepard Exposition Services
5845 Wynn Road, Suites A, B, C, D
Las Vegas, NV 89118

Onsite Shipping

C/O Shepard Exposition Services

[Exhibiting Co. Name & Booth Number]
International Car Rental Show
Paris Las Vegas
3655 Las Vegas Blvd South
Las Vegas, Nevada 89109

**Onsite shipping cannot arrive earlier than Sunday, April 14th at 8:00am*