



SEPTEMBER 19-22, 2021
MANDALAY BAY, LAS VEGAS

GROCERYSHOP 2021 EXHIBITOR MINIKIT

Item	Due Date	Contact Info
Overall Sponsorship Deliverables (<i>All Sponsors</i>) - Company Name, URL & Logo (vector file only) - Company Tagline (140 characters or less) - Sponsor Categories (5 or less)	ASAP	Sponsor Support sponsor_support@groceryshop.com
Signage Artwork (<i>only applicable to sponsorships that include signage</i>) Sponsor Support will contact you with deadline information.	ASAP	
Exhibitor Certificate of Insurance (<i>10'x10' and larger</i>) Rain Protection is the preferred vendor of Groceryshop 2021. EAC Form & EAC Certificate of Insurance	Monday, July 26 th	
Technical Booth Rendering (<i>20'x20' and larger</i>)		
Register Sponsor Tickets* *First rate increase after June 18th . Additional paid tickets can be registered here .	Monday, August 15 th	
Booth Security Discount Deadline	Thursday, August 19th	Coming Soon
Freeman Discount Deadline - Furnishings - Labor - Audio/Visual - Carpet - Rigging* (signs up to 200 lbs / non-electrical) *Rigging requires approval from Groceryshop show management. See here for Exhibitor Service Manual	Friday, August 20 th	FREEMAN
Mandalay Bay Exhibitor Services - Booth Cleaning* - Food & Beverage* - Electric* - IT, Telecom & Internet Services* - Audio/Visual - Rigging* (signs over 200 lbs / requiring electrical) *Rigging requires approval from Groceryshop show management.	Thursday, August 26 th	MANDALAY BAY EXHIBITOR SERVICES
Lead Retrieval Pre-Orders	Friday, September 3 rd	VALIDAR
Hotel Booking Room block available for Mandalay Bay and Delano hotels.	Monday, September 6 th	PASSKEY
Freeman Advance Warehouse Shipments accepted beginning August 23rd . Material arriving after September 9th will be subject to a late surcharge.	Thursday, September 9 th	FREEMAN

*Exclusive services. If an exhibitor needs to order any of the listed services, they **must** use the vendor/contractor listed. Exhibitors are not allowed to use another company to perform these services, without exception.
For all other services, exhibitors may use a vendor of their choice.

GENERAL SHOW INFORMATION

LOCATION

Mandalay Bay Convention Center - Shoreline Exhibit Hall

SHIPPING INFORMATION

3950 Las Vegas Blvd S
Las Vegas, NV 89119

BOOTH MOVE-IN

400 sq ft. or Larger Only Sat, Sept 18 8AM-6PM
All Booths Sun, Sept 19 8AM-6PM

BOOTH MOVE-OUT

All Booths Tues, Sept 21* 6:30PM-10PM
***Mandatory for pre-built booths.**

All Booths Wed, Sept 22 8AM-6PM*
*Carriers must check in no later than 4:00pm.

SHOW EXHIBITION HOURS

Monday, September 20th 9AM-6:30PM
Tuesday, September 21st 9AM-6:30PM

REGISTRATION HOURS

Sunday, September 19th 11AM-7PM
Monday, September 20th 7AM-7PM
Tuesday, September 21st 7AM-7PM
Wednesday, September 22nd 8AM-11AM

[Sponsor tickets](#) must be registered online by **August 15th**.
All individuals must be registered to attend Groceryshop.

Please register any remaining tickets you need as soon as possible. Additional paid tickets can be registered [here](#).

EXHIBITOR INSURANCE REQUIREMENTS

All exhibitors with a 10'x10' or larger booth space are required to submit a Certificate of Insurance to christina@groceryshop.com by **July 26th**.

Per Section [10 of the Exhibitor Rules & Regulations](#), Exhibitor and its independent contractors each agree to obtain and maintain, with insurers rated at least A VII by AM Best: workers' compensation insurance covering Exhibitor's employees if statutorily required including employers liability with limits of at least \$500,000, commercial general liability insurance with minimum limits of \$1,000,000 per occurrence incident and \$3,000,000 in the aggregate, and other appropriate insurance during the Event. Such commercial general liability and umbrella/excess insurance shall name Groceryshop LLC and Mandalay Corp., Mandalay Bay Resort & Casino, its parent company, subsidiaries and affiliates as additional insureds, and shall be endorsed to require not less than thirty (30) days prior written notice of cancellation or material change to Groceryshop LLC. Upon request by Groceryshop LLC, Exhibitor shall provide certificates of insurance evidencing such coverage and amounts. Click [here](#) to view sample.

[Rain Protection](#) is the preferred vendor of Groceryshop 2021.

CATERING & OUTSIDE FOOD

Mandalay Bay has exclusive catering rights at the convention center. Any outside food and/or beverages will require their approval and may be subject to corkage fees.

ADVANCE WAREHOUSE SHIPMENTS

Accepted August 23rd – September 9th

Exhibiting Company Name / Booth #
Groceryshop 2021
c/o Freeman
6675 W Sunset Rd
Las Vegas, NV 89118

SHOW SITE SHIPMENTS

Accepted Sept 18th 8AM – 6PM & Sept 19th 8AM-6PM

Exhibiting Company Name / Booth #
Groceryshop 2021
c/o Freeman
3970 Las Vegas Blvd S
Las Vegas, NV 89119

Rates to be found on Freeman Online and in Exhibitor Service Manual.

MOVE-IN & MOVE-OUT

AGE RESTRICTION

Minors (under the age of 18) are not permitted on the exhibit floor during move-in and move-out.

CLOSED-TOED SHOES

All booth staff in the hall during set-up and tear-down are required to wear closed-toed shoes for safety purposes.

SHOW FLOOR ACCESS

Only approved EACs and employees of the exhibiting company will be granted access to the show floor.

CARDBOARD DISPOSAL

All exhibitors must flatten and separate cardboard for disposal.

BOOTH DISMANTLE

To facilitate a smooth move-out, please keep empties and other booth materials out of the aisle and be considerate of neighboring booths still conducting business as the show closes.

Freeman will begin returning empty containers as soon as the aisle carpeting is removed from the exhibit floor. Due to exhibitor volume, this process may take several hours to complete.

Groceryshop and its contractors are not responsible for lost materials. We recommend that you remain with your shipment until your carrier arrives.

IMPORTANT VENDOR RATES

GENERAL CONTRACTOR

[Freeman](#)

6675 W Sunset Rd
Las Vegas, NV 89118
Phone: (888) 508-5054
Email: exhibitorsupport@freeman.com

DISPLAY LABOR RATES

Labor	Pre-deadline	Post-deadline
Straight Time	\$ 120.25	\$ 168.50
Overtime	\$ 193.75	\$ 271.25

Price is per person/per hour.
One hour minimum per person -
labor thereafter is charged in half (1/2) hour increments.

Straight Time: 8AM-5PM Mon-Friday

Overtime: 5PM-8AM Mon-Friday; Weekend and Holidays

Items ordered on Freeman Online can be paid via credit or debit card.

Show Invoices are posted on FOL after the final invoicing process completes, which typically takes about 10 business days after the last day of show move-out.

The primary booth contact will receive an email directing them to access the invoice on FreemanOnline (FOL).

OFFICIAL ELECTRICAL CONTRACTOR

Edlen Electrical
[Mandalay Bay Exhibitor Services](#)
Phone: (702)322-5707
Email: mandalaybay@edlen.com

ELECTRICAL OUTLETS RATE

Item	Rate
500W/5 amps	\$152.00/ea
1000W/10 amps	\$263.00/ea
1500W/15 amps	\$314.00/ea

To receive up to a 30% discount on services, [order online](#).

Minimum labor charge of (1) hour installation and (1/2) hour for removal.

Electricity will be turned on within 30 minutes of show opening & off within 30 minutes of show closing, show days only. If you require power at any other time, order 24 hour power at double the outlet rate.

ELECTRICAL LABOR RATES

Labor	Rate
Straight Time	\$102.00 per hr
Overtime	\$204.00 per hr

Straight Time: 8AM-4:30PM Mon-Friday

Overtime: 4:30PM-8AM Mon-Fri; Weekend and Holidays