



NATIONAL COURT COLLECTIONS CONFERENCE EXHIBITORS FORM

YOU HAVE OFFICIALLY REGISTERED FOR THE NATIONAL GOVERNMENTAL COURT
COLLECTIONS CONFERENCE - SEPT. 19TH -21ST, 2011 -LAS VEGAS

PLEASE PROVIDE THE NAME OF THE TWO PERSONS ATTENDING THE CONFERENCE & THEIR
TITLE:

NAME _____ TITLE _____

NAME _____ TITLE _____

Additional persons attending \$300.00 _____

Exhibitors fee \$900.00 _____

OF 6FT TABLES REQUIRED _____ # OF CHAIRS _____

IS AN ELECTRIC REQUIRED _____ Y _____ N

IS INTERNET REQUIRED _____ Y

(IF YES YOU WILL BE RESPONSIBLE FOR THE HOTEL FEE AND ARRANGING FOR SERVICE)

IF WE NEED TO CONTACT YOU PLEASE PROVIDE THE NAME OF PERSON WHO WILL BE MAKING
ARRANGEMENTS FOR YOUR EXHIBIT

NAME _____ EMAIL ADDRESS _____

PHONE NUMBER _____

EXHIBIT SETUP - MONDAY 9/19 - 8:00 A.M. TO 11:30 A.M.

SHIPPING & RECEIVING INFORMATION

Shipments should be delivered to the hotel no more than (3) working days prior to the conference date.

Contact Conference Central @ 702-235-3023 scan and or email to: conferenceconsultant@ngcagov.org



Shipment of Packages

All packages incoming to the Golden Nugget must be addressed as follows:

Guest Name
c/o Golden Nugget
129 E. Fremont Street
Las Vegas, NV 89101

Attention: Banquet Department

Hold for Arrival (fill in guest's arrival date)

Receipt of packages cannot be guaranteed for more than three (3) days prior to the event/convention date.

Handling charges will be assessed as follow:

0 - 35 Lbs. - \$ 6.00 per package/box
36 - 70 Lbs. - \$ 10.00 per package/box
71 - 100 Lbs. - \$ 50.00 per package/box
All Pallets -\$125.00 each

Any shipments or exhibit materials over 100 Lbs. or guaranteed/shipped more than (3) day's prior WILL BE REFUSED at our dock. Arrangements and rates for these types of shipments are to be made through the following company for freight and storage services:
Las Vegas EXPO (or your Contracted Exhibit Company)(702) 248-6200

Labor to move shipments from receiving to the exhibit hall or meeting location is available with one-week advance notice. Any item moved by Golden Nugget personnel will result in a labor fee. The labor fee will be at \$40.00 per hour with a one-hour minimum. The hourly rate for holidays is \$60.00 per hour.

A manual pallet jack can be reserved with a minimum of four days advance notice. The rental charge is \$100.00 per day.

Return Shipment

The Golden Nugget requires a Shipping Requisition (this form can be obtained from the Banquet Dept. on-site) to be completed for each shipment going out. A completed shipping label is required for each box/package. **The hotel does not provide blank shipping labels.** Prices outlined above will apply to outward bound packages.

RETURN COMPLETED EXHIBITOR ORDER FORM TO:

Catering Convention Services Office

Golden Nugget

P.O. Box 610

Las Vegas, NV 89125

PHONE: 702-386-8124
FAX: 702-386-8119 or 702-386-8177
