



VENDOR INFORMATION

COMPANY NAME: _____ PHONE NUMBER: _____

MAIN POINT PERSON: _____ PHONE NUMBER (2): _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

LOAD-IN:

All vendors may load-in through the Loading Dock entrance. All materials brought in by exhibitors must be able to be carried or placed on a handcart or dolly that you provide. **We “DO NOT” provide handcarts or dollies for vendor use.** Please note that **load-in** will take place on **Tuesday, August 29th from 9:30 AM - 3:00 PM.** Please provide us with the following information:

Name of person(s) who will be delivering the product: _____

Anticipated arrival time for load-in: _____ Estimated duration of load-in: _____

Please list the product you will be bringing: _____

ICE SERVICES:

Ice services from Resort World Casino. The fee is \$15.75, it includes the services to have attendants replenish the ice as needed throughout the day. If you decide to bring your own ice, make sure the container does not leak.

I need Ice services: _____

BREAKDOWN PROCEDURES:

Dismantling of booths will begin directly after the show ends and will run for 2 hours. Please note load-out will begin **Wednesday, August 30th at 6:00 PM.** **“YOU ARE RESPONSIBLE FOR CLEARING YOUR OWN TRASH OR PUTTING IT IN A DESIGNATED AREA.”** (Those that do not are subject to a penalty charge)

ELECTRICAL NEEDS:

Union electricians handle all electrical work; witch includes supplying power lines to your equipment, connecting equipment to outlets and installing signs or banners that are lighted. We require all electrical needs ahead of time.

We “DO NOT” provide extension cords or power strips for vendor use.

WE WILL BE UNABLE TO ACCOMMODATE ANY ELECTRICAL NEEDS THE DAY OF THE EVENT.

If you require any electrical needs, please provide us with the following information:

Number of outlets needed: _____

Amount of power needed: _____

Please list what you would like to plug in: _____

SUBMIT FORM



FERIA COMERCIAL
**TRADE
SHOW**



VENDOR INFORMATION

FOOD/BEVERAGE SAMPLES:

You are permitted to serve food/beverage samples in your booth during the event ONLY if the samples are part of your core business. Only sample portions are permitted (one ounce or smaller for food and three ounces or smaller for alcoholic beverages).

Please note all food preparation and cooking must be conducted off-site. If you require any preparation on-site (open flames are not permitted), it must be approved in advance by **RESORTS WORLD CASINO NEW YORK CITY**.

SIGNAGE:

Only stand-up signs are acceptable. There will be **“NO”** tape, glue, staples, hooks, string, clips, clamps, tacks, nails etc. used to hang signage or any material. Exhibitors may **“NOT”** affix any materials to any surface within **RESORTS WORLD CASINO NEW YORK CITY**.

ALCOHOL POLICY:

Please note ANY Alcohol that is brought in for personal use is **STRICTLY PROHIBITED** at **Resorts World Casino New York City**.

LOADING DOCK DIRECTIONS

Option 1: Enter on the North Conduit (just after 114 street). After the 2nd stop sign, make a right. Drive past the NYRA valet area and the tunnel entrance will be on the left hand side (Enter the tunnel and Resorts receiving dock is the last one -almost at the end of the tunnel.)

Option 2: Enter on Rockaway Blvd, drive straight past the front of the Casino. Once at the NYRA end of the building, make a left and drive past the NYRA valet area and the tunnel entrance will be on the left hand side. (Enter the tunnel and Resorts receiving dock is the last one -- almost at the end of the tunnel.)

After delivery, exit at the opposite end which is Rockaway Blvd.

A TRUCK WITH A CLEARANCE OF NO HIGHER THAN 12'1" IS NECESSARY.

PLEASE NOTE: If a truck is sent that is too big to fit into our tunnel to access our loading dock, the delivery will be refused. We also do not loan out our equipment for off-loading purposes.