

## QUICK FACTS

### SHOW DETAILS

Conference Dates: June 11-13, 2018  
EXPO Hall Dates: June 12-13, 2018  
EXPO Hall Hours: Tuesday, June 12 9:30 AM – 3:00 PM  
Wednesday, June 13 9:30 AM – 3:00 PM

Location: Gaylord Texan Resort & Convention Center  
1501 Gaylord Trail  
Grapevine, TX 76051

### SHOW GENERAL SERVICE CONTRACTOR

The Expo Group will be the general service contractor for NRF PROTECT. The Expo Group offers Single Source Solution® for all services you will need to exhibit. This means that you have one contact, one discount deadline, and one invoice for the show. All show order forms can be found in the exhibitor manual which will be available in the [Exhibitor Resource Center](#) early-March.

### HOTEL INFORMATION

Click [here](#) to make your room reservations and see a full list of official NRF hotels. The deadline to receive the discounted room rate is **May 21, 2018** and is subject to availability.

\*Please note: You may be contacted by vendors claiming to be our housing provider and offer lower rates. We highly recommend you use Wyndham Jade, our official Housing Company.

### NRF CONTACTS

#### **Exhibitor Services/Logistics**

Evan Shubin [shubine@nrf.com](mailto:shubine@nrf.com) 202.661.3054

#### **Sponsorship Logistics**

Dana Dressel [dresseld@nrf.com](mailto:dresseld@nrf.com) 202.626.8138

#### **Exhibits/Sponsorship Sales**

Tami Sakell [sakellt@nrf.com](mailto:sakellt@nrf.com) 202.661.3044

#### **Membership**

Jannise Corry [corryj@nrf.com](mailto:corryj@nrf.com) 202.626.8175

#### **Press Conferences/Information**

Media Relations [press@nrf.com](mailto:press@nrf.com) 202.495.7221

#### **Registration**

Experient [NRFPROTECTEXH@Experient-inc.com](mailto:NRFPROTECTEXH@Experient-inc.com) 800.974.9069



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CONFERENCE JUNE 11-13 | EXPO JUNE 12-13  
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## **BOOTH PROVISIONS**

Included in the price of booth space:

- 8' High back drape and 3' side drape in show colors
- 7" x 44" Identification sign
- Three complimentary exhibitor delegate badge (per 10x10)
- Up to three product categories in the printed onsite quick guide
- Company description in the show mobile app

## **SHOW COLORS**

Back Drape:	Black
Side Drape:	Gray
Aisle Carpet:	Pepper

## **EXHIBITOR RESOURCE CENTER**

In the e-mail confirmation you received upon contracting space, you were given a unique company password. This is your password for the [Exhibitor Resource Center](#). If you need any assistance with your login information, please contact Evan Shubin at [shubine@nrf.com](mailto:shubine@nrf.com) or 202-661-3054.

**The online resource center will provide you will the following helpful tools:**

## **EXHIBITOR MANUAL**

The exhibitor manual, available early-March, is your number one resource for logistic and ordering information, including event rules and regulations. The [Exhibitor Resource Center](#) houses a direct link to exhibitor manual and The Expo Group's website. This is also where exhibitors can update company descriptions for both the onsite program guide and online company listing.

## **REGISTRATION**

Exhibitors can register booth staff through the exhibitor registration link, available mid-March, located in the [Exhibitor Resource Center](#).

Exhibitors are allotted three (3) Exhibitor Delegate badges per 10x10 booth space. The Exhibitor delegate badge allows access to all the sessions and the EXPO Hall. Additional exhibitor delegate badges can be purchased for \$795 each. Booth staff badges can be purchased for \$250 each and will give exhibitors access to the EXPO Hall only. These may be purchased through the exhibitor registration site as well.

## **MOVE-IN HOURS:**

Sunday, June 10	Monday, June 11
8:00 AM – 4:30 PM	8:00 AM – 4:30 PM

Before exhibitor registration opens, you will need a wristband to access the EXPO Hall. The wristbands will be available at the EXPO Hall entrances.

# NRF PROTECT

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\*Exhibitor Appointed Contractors must also wear a wristband. Once the EXPO Hall opens, everyone entering MUST be registered and wearing a badge.

## **MOVE-OUT HOURS**

Wednesday, June 13  
3:00 PM – 8:30 PM

Thursday, June 14  
8:00 AM – 12:00 PM

No packing of equipment or literature or dismantling of exhibits will be permitted prior to 3:00 PM Wednesday, June 13. All displays must be dismantled, crated, and ready for removal by 12:00 PM on Thursday, June 14.

## **2019 SPACE SELECTION**

Space selection for the 2019 show is done onsite at the 2018 show. Email notification of priority points and appointment times will be sent out approximately four weeks before NRF PROTECT. An authorized representative should arrive at the space selection room approximately 5 minutes before the assigned appointment. A non-refundable 10% deposit must be remitted at the time space is selected and you must provide the actual credit card at time of payment.

## **POST SHOW ATTENDEE LIST**

To gain one-time access to the post-show attendee list, you must complete the Post-Show List Agreement Form, located in the [Exhibitor Resource Center](#). The completed Agreement Form and a sample of what you will be sending attendees must be submitted for approval to Susan Newman at [Newmans@nrf.com](mailto:Newmans@nrf.com) or faxed to 877-534-8679. **Please note:** The post-show list does not contain email addresses.