

# PHOENIX

February 18-20, 2005

Arizona State Fairgrounds, 1826 West McDowell Road Phoenix, AZ 85007  
Phone: 602-252-6771; Fax: 602-495-1302

## HOURS

### Public Hours

**\*All exhibits must be staffed during ALL show hours**

Friday: 12pm – 7pm  
Saturday: 10am – 7pm  
Sunday: 10am – 5pm

### Set-Up & Registration Hours

**\*All vehicles must be off show grounds by 11am Fri.**

**\*No drive-in after 5pm Thurs.; No drive-in Fri.**

#### Bulk Areas:

Wednesday: 1pm – 7pm  
Thursday: 9am – 3pm

#### All Booth Numbers:

Wednesday: 3pm – 7pm  
Thursday: 9am – 7pm  
Friday: 8am – 11am  
Booth Space #'s with an "L" in front  
Thursday: 6pm – 7pm  
Friday: 8am – 11am

### Move-Out Hours

Sunday: 5:15pm – 10pm  
Monday: 8am – 12pm

## CONTACT INFORMATION

### Decorator

Modern Exposition Services  
(Mail only)  
424 South 700 East  
Salt Lake City, UT 84102  
Customer Service: Phone: 801-983-8160  
Fax: 801-521-3040 [exponet@modernexpo.com](mailto:exponet@modernexpo.com)

### Electrical & Phone Service

Arizona State Fairgrounds  
Contact the Accounting Department  
Phone: 602-257-7133

### Headquarter Hotel

Courtyard by Marriott  
9631 N. Black Canyon Highway  
Phoenix, AZ 85021  
\$82 Room + 12.07% tax; Cut-off: 1/14/05  
Phone: 602-944-7373; Fax: 602-944-0079  
Show shuttle available  
Eating locations are very close by.

\*See Exhibitor services chart page 20-21, for more information.

## Registration & Set-up:

**Directions to Registration Desk** - Registration is located in the Fishing/Agriculture Building.

**Exhibitor Badges** - Badges are required before set-up and need to be picked up at registration.

**Unloading** - Exhibitors may drive into the building, quickly unload, park your vehicle in the lot, and then set-up your exhibit.

**ALL VEHICLES MUST BE OFF THE SHOW GROUNDS BY 11:00 am Friday to open the show.**

**Late Arrival** - Exhibitors arriving after the show opens will not be permitted to set-up; your space is forfeited.

## Exhibitor Parking:

On-site parking is \$9 for an all show pass, per parking space. Empty trailers parking will be located in the north parking lot behind the Coliseum. Purchase parking at Exhibitor Registration desk during set-up only. (Daily parking \$6 per space.)

**Sales Tax:** 8.1% (6.3% for state & county; 1.8% for city). Tax rate is subject to change - see instructions on page 4.

## Permits Required:

**Food** - Certificate of Insurance required. No health permit is required.

**City Permit/license** - REQUIRED. See page 4 for details.

**State License** - REQUIRED. See page 4 for details.

## Tear Down instruction: **Early tear down is NOT permitted!**

**5:15 p.m.** Start vehicle line-up at the gate closest to your exhibit space. Exhibitor vehicles may access the grounds as soon as the public is clear from the grounds. 5:30pm building drive-in doors will open.