

SACRAMENTO

January 20-23, 2005

Cal-Expo, 1600 Exposition Blvd, Sacramento, CA 95815

Phone: 916-263-3000; Fax: 916-263-3304; www.calexpo.com

HOURS

Public Show Hours

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

Thursday, Friday: 12pm – 9pm

Saturday: 10am – 8pm

Sunday: 10am – 5pm

Set-Up & Registration Hours

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

***No drive-in after 5pm Wed.; No drive-in Thur.**

Bulk Areas:

Tuesday: 1pm – 7pm

Wednesday: 9am – 3pm

All Booth Numbers:

Tuesday: 4pm – 7pm

Wednesday: 9am – 8pm

Thursday: 8am – 11am

Booth Space #'s with an "L" in front:

Wednesday: 5pm – 8pm

Thursday: 8am – 11am

Move-Out Hours

Sunday: 5:15pm – 10pm

Monday: 8am – 12pm

CONTACT INFORMATION

Decorator/Electrical

STL, Ltd.

950 Richards Blvd.

Sacramento, CA 95814

Phone: 916-447-5000; Fax: 916-447-1133

Phone Service

Pacific Bell

Phone: 800-339-3204 or 408-339-0124

Fax: 866-512-1384

(Place orders within 30 days of show.)

Headquarter Hotel

Double Tree Hotel

2001 Point West Way

Sacramento, CA 95815

Ph: 916-929-8855; Fax: 916-924-4913

\$75 Room + 12.05% tax; Cut-off: 12/24/04

Airport Shuttle: Super Shuttle 800-258-3826

Show Shuttle Available

Hotel Restaurant and Lounge. Other eating

locations very close by.

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

Registration & Set-up:

Directions to Registration Desk - Continue on Exposition Blvd., turn right on Arden Way, right through Gate #12, right at the water tower to Building C. Registration is located in Bldg C.

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 outside the building and then set-up your exhibit.

ALL VEHICLES MUST BE OFF THE SHOW GROUNDS BY 11:00 a.m. Thursday 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 – Discounted passes - \$3.50 per space per day; Pavilion Exhibitors may park under the blue shelter; Buildings A, B, & C Exhibitors park in Lot – X; (No In-Out Privilege); Purchase parking at Exhibitor Registration during set-up hours only. Empty trailers can park in the Rodeo Arena. \$7 daily passes are available at all public gates during show hours. On-site RV Parking by reservation only: call Cal Expo at (916)263-3187.

Sales Tax: 7.75% (tax rate subject to change)

Permits Required:

Food - Permit and Certificate of Insurance REQUIRED for ALL food distribution; including candy and water. Please call Sabrina @ ISE (360)693-3700 X203 for the application and instructions.

Sellers Permit - ALL exhibitors are required to register for sales tax; fill out a BOE-410-D. See page 3 for details.

Tear Down Instructions: **Early tear down is NOT permitted!**

Keep displays OFF the aisle carpet! **5:15pm Vehicles may line up at drive-in-doors. 6:00pm building drive-in doors will open.** Exhibitor vehicles are to enter the grounds at Gate #12 as soon as the public is clear from the grounds.