

General Information

LOCATION & DATES

Aria Hotel
Bristlecone Ballroom
3730 S. Las Vegas Boulevard
Las Vegas, NV 89158

Tuesday, May 31 to Thursday, June 2, 2022

EXHIBITOR MOVE-IN

Monday, May 30 8:00 AM to 5:00 PM

NOTE: May 30 is a holiday and double time rates will be in effect for Labor Services.

SHOW HOURS

Tuesday, May 31	3:00 PM to 7:00 PM
Wednesday, June 1	7:30 AM to 6:00 PM
Thursday, June 2	7:30 AM to 1:00 PM

EXHIBITOR MOVE-OUT

Thursday, June 2 1:00 PM to 5:00 PM

NOTE: After 4:30 PM, overtime rates will be in effect.

Outside carriers must be checked in by **Thursday, June 2** at **4:00 PM**. Please see the Move-Out Information sheet in this Manual for more details.

STANDARD BOOTH EQUIPMENT

Each **Branded Exhibit** includes the following standard equipment:

Custom Printed Panels with Logo and Graphics
(see Guidelines for Submitting Artwork for details)
1 – 1 M Counter
1 – Round Table (30" D x 42" H)
2 – Standard Barstools
1 – Electrical Outlet

NOTE: Additional furnishings and carpet are available to order at the exhibitor's expense.



General Information (cont.)

HARGROVE ADVANCE ORDER DEADLINE

Monday, May 9, 2022

Hargrove's advance prices apply to orders received with payment by the deadline date.

HARGROVE GRAPHICS SUBMISSION DEADLINE

Friday, April 22, 2022

If artwork is not received by Monday, May 2, Exhibitors will incur a late fee.

NEED HELP? WE'RE HERE FOR YOU!



HARGROVE EXHIBITOR SERVICES // 301.306.4627 or exhibitorservices@hargroveinc.com



HARGROVE SHIPPING // [Request a Quote](#) // 301.306.4620 or shipping@hargroveinc.com

ADVANCE SHIPPING

Advance shipping begins **Monday, April 25** at **9:00 AM** and ends **Tuesday, May 24** at **4:00 PM**.

Advance shipping address:

(Your Company Name & Booth Number)

Phillips 66 – Power Ahead Expo 2022

c/o Hargrove

TForce Freight c/o Think STG

7685 Commercial Way, Suite A/B

Henderson, NV 89011

Advance Warehouse Receiving Hours: Monday – Friday, 9:00 AM to 4:00 PM

DIRECT SHIPPING

There is **NO DIRECT SHIPPING** to this event. All show materials **MUST** be shipped to the advance warehouse. Any shipment sent directly to the facility will be subject to material handling fees plus a 50% direct-shipping surcharge. If your materials cannot arrive at the advance warehouse on or before Tuesday, May 24, contact Exhibitor Services at 301.306.4627 or exhibitorservices@hargroveinc.com.

[Hargrove Shipping](#) is strongly recommended.