

LA
expo
DESIGN AND DEVELOPMENT
for landscape architects, developers & design/build professionals



Dear Exhibitor,

Welcome to the 4th Annual Landscape Architect Design & Development Expo!

The information provided in this manual can help save you time and money, so please read it carefully and note the important deadlines and show regulations. Make sure you place any necessary orders early so that you may take advantage of the discounted rates provided by the decorator, electrical and lead retrieval companies.

We are using a non-union decorator, which enables you to save on your exhibiting costs. We have also made a forklift available (for the first 15 minutes) for all exhibitors to use. Please contact the decorator to schedule. Free forklift use applies to unloading/loading of exhibitor vehicle with exhibitor present.

All of the forms, rules and regulations, information for exhibiting, as well as travel and hotel information are included in this Exhibitor Service Manual.

Please make sure that all staff members coordinating your participation know that the entire Exhibitor Service Manual is available at LandscapeOnline.com. Click any LA Expo logo and you will be directed to LA Expo event page (see Exhibitor tab).

Book your hotel early and take advantage of the discounted block rates. Extend your stay and enjoy Long Beach.

A Certificate of Insurance is a mandatory requirement for all exhibitors. Please forward a current copy as soon as possible with the current and correct information.

We are dedicated to making this year's event a tremendous success and look forward to working with you in the years ahead!

Sincerely,

George Schmok
Producer