



Recommended Packing List

June 5-7, 2017 • Las Vegas Convention Center North Hall 2 • Las Vegas, Nevada

HERE IS A LIST OF ITEMS WE RECOMMEND YOU BRING TO THE ACRE LAS VEGAS SHOW:

- Show information, paperwork (shipping info with PRO #s, copies of rental order forms, etc.) and directions.
- Cell phone, cell charger, laptop computer, etc.
- Small first aid kit with Band-Aids, bandages, antiseptic, hand sanitizer, alcohol wipes, etc.
- Bring extra lights for your booth in case you need them. 5x10, 10x10 booths receive 500 watts of electricity; 10x15 and 10x20 receive 1000 watts of electricity. Please note that lights are not included with your booth package.
- Heavy duty 3-prong electrical cord for your lights.
- Bands, zip ties, clamps, or bungees to attach lights to poles/crossbars.
- Tool kit that includes screwdriver, hammer, pliers, scissors, etc.
- Netting or cloth to protect/enclose your booth space overnight (optional)
- Packing tape and duct tape
- Super glue
- Glass cleaner, paper towels, polishing cloths
- Display items such as stands and risers
- Oversized photos of your work mounted on foam core, professional company sign, etc., to add interest to your booth.
- Hanging systems for your photos, signs, etc. You are not allowed to hang directly on the draping. You must use a hanger that can fit over the drapery pole. Bring fishing line, cable wire, S-hooks, etc. Be aware of your neighbor sharing the same pole.
- Anti-fatigue mat to stand on for long show hours. Change of shoes.
- Professional artist statement/bio with photo. You may want to consider laminating for display, or having extra copies available.
- Pens, markers, stapler and staples, pins and push tacks, etc.
- Labels or tags to price your work.
- Business cards, brochures, catalogs, etc. Marketing materials to hand out.
- Line sheets, price lists, order forms, receipt books, etc.
- Guest book or notebook to keep track of contacts made at the show.
- Order book or folder to keep up with all orders taken at the show.
- Vase for flowers.
- Candy, nuts, snacks, etc. in a display dish for offering to buyers.
- List of area businesses with phone numbers and directions.
- Water, water, water! Be sure to stay hydrated. Bring bottled water or a water bottle to re-fill.