

# EXHIBITOR INFORMATION A – Z

## Cleaning

Booth cleaning is not included with your booth package. If you need your booth vacuumed prior to the show opening, you must order cleaning service. Refer to the [EXPO Cleaning Order Form](#) to order in advance. Show cleaning is completed one hour prior to doors opening.

## EXPO

**Order Additional Furniture, Cleaning, and Accessories Online:** [Here](#).

You will be able to log in online using your contact information, the email you supplied in your booth contract. Check your email for additional log-in information to access your online EXPO Account.

## Exhibitor Console

The Exhibitor console has been updated with new features. Please take time to review your account and online profile. You can now add images, products, press releases, and more company information to your online profile!

[Click here](#) for help creating your account and updating your company profile. If you still need assistance after reviewing the [helpful instructional guide](#), please email [Operations@USantiqueshow.com](mailto:Operations@USantiqueshow.com).

## Exhibitor Packages:

### Pole Package

If you are supplying your own lights, and your booth number is between 100- 1300, you will need to order support poles to affix the lights. [Click Here](#) to order poles directly from EXPO.

### Free Table Package:

**Antique Exhibitors:** MUST complete the [Package Table Order Form](#) by December 8, 2023 to receive your (three 8' undraped, and one 6' undraped) tables.

**Jewelry Exhibitors:** Each 10'x 15' booth area will be provided with one 6' black draped table.

## Hanging Signs Policy

Hanging signs, posters, and banners are NOT permitted at The Original Miami Beach Antique Show, unless you have received written preapproval by Show Management. If signage is included as part of your sponsorship, it will be clearly stated in your contract and Show Management will be made aware of this in advance of the show. Thank you for your cooperation and compliance.

## Hotel Information

Book Online [Here](#)

For Live Assistance: Call: 1.800.272.8803 | International Callers: 1.619.546.4874

## Light Track Orders

To order lighting services please use your [Exhibitor Console](#). For instructions on this new process, [click here](#).

After ordering light tracks please email your complete [booth lighting diagram](#) to [Operations@USAntiqueShows.com](mailto:Operations@USAntiqueShows.com)

## Minor Policy

Due to safety restrictions, children 17 and under are not allowed on the show floor during move-in or move-out. Children 17 and under must be accompanied by an adult during show days only. Strollers are allowed during show days.

## Noise Levels

No live music or DJ performances will be permitted in the Exhibit Hall without permission. Background music may only play from portable stereos/CD players and must be kept to a level that does not interfere with the selling efforts of other exhibitors. Speakers are required to be turned inward to the booth. Show Management retains the right to control booth noise and eliminate it if detrimental to other exhibitors. After three warnings or complaints of disruptive sound, Show Management may disconnect and/or remove the source of the sound violation for the remainder of the show.

## Parking

- ❖ Parking is available during move-in as and as show hours on the [top deck parking garage](#) of the MBCC for \$20
- ❖ Valet service is available during show hours for \$30.
- ❖ Overnight personal vehicle parking in nearby garages [found here](#).
- ❖ Overnight truck parking at the Miami Airport Convention Center is available for \$150/day. [Click here for details](#).
- ❖ Additional parking, transportation, and directional information can be [found here](#).

## Press

Gain visibility for your products in advance by contacting Michelle Orman from Last Word Communications at [Michelle@LastWordComm.com](mailto:Michelle@LastWordComm.com).

## Promotional Distribution

Distribution of any printed materials, samples or other articles is ONLY allowed in the exhibitor's own exhibit space. Signs or advertising devices shall not be displayed outside of each exhibitor's own space. If you have any questions relating to this subject or would like information on outside advertising, please contact Show Management at [Operations@USAntiqueShows.com](mailto:Operations@USAntiqueShows.com).

## Safety | Fire Marshal Requirements & Permitting

Space behind booths should remain free as they are utility aisles. Fire Marshal will request exhibitor(s) to remove any items stored behind booth. All exhibit spaces must be in full compliance with all facility, fire marshal, Show Management, and exhibit guidelines including all local, state, and federal laws.