



THE GLOBAL STAGE FOR INNOVATION

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# **CES PRESS CONFERENCE RESERVATION REQUEST FORM**

**2013 INTERNATIONAL CES  
JANUARY 8-11, 2013, LAS VEGAS, NV**

To request a reservation time in one of our free press conference rooms, or to host an event in your booth and have it promoted via our official Exhibitor Press Events Schedule, please complete this form and e-mail back to [PRcontacts@CE.org](mailto:PRcontacts@CE.org) or fax to 703-907-8112.

## **1. Exhibitor Information**

Name of exhibiting company as it appears in the CES Directory: \_\_\_\_\_

PR Contact Name: \_\_\_\_\_ Title: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State, Country: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone: (\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_

E-mail Address: \_\_\_\_\_

## **2. Event Location – Please Check One**

We will try to accommodate your preference, but all requests are for guidance and are not guaranteed. Final reservations will be based on space availability. Eligible exhibitor requests will be handled upon receipt of this request form, on a first-come, first-served, space-available basis.

### ☐ **CES Press Conference Room at Mandalay Bay**

☐ **Monday, January 7, 2013 Press Day** - Complimentary one hour Press Day room reservation in South Seas Ballroom J (2,418 sq. ft.) This option is ideal for companies looking to break their news quickly and directly to Press Day media. Exhibitors will be given 15 minutes for set-up, 30 minutes for the event and 15 minutes for tear down. No changes to existing room set will be permitted. **Please rank order your top three choices:**

\_\_\_\_\_ 8:30 a.m. start \_\_\_\_\_ 11:30 a.m. start \_\_\_\_\_ 2:30 p.m. start  
\_\_\_\_\_ 9:30 a.m. start \_\_\_\_\_ 12:30 p.m. start \_\_\_\_\_ 3:30 p.m. start  
\_\_\_\_\_ 10:30 a.m. start \_\_\_\_\_ 1:30 p.m. start \_\_\_\_\_ 4:30 p.m. start

### ☐ **CES Press Conference Room at the Venetian**

☐ **Tuesday, January 8, 2013** Complimentary two hour reservation in a Casanova ballroom (1,193 sq. ft.)  
☐ **Wednesday, January 9, 2013** Complimentary two hour reservation in a Casanova ballroom (1,193 sq. ft.)

### ☐ **CES Press Conference Room at the LVCC**

☐ **Tuesday, January 8, 2013** Complimentary two hour reservation in LVCC South Hall Connector room: Either S227 A (approx. 1,100 sq. ft.), S227 B (approx. 1,100 sq. ft.) or S228 (2,792 sq. ft.)

☐ **Wednesday, January 9, 2013** Complimentary two hour reservation in LVCC South Hall Connector room: Either S227 A (approx. 1,100 sq. ft.), S227 B (approx. 1,100 sq. ft.) or S228 (2,792 sq. ft.)

☐ **Exhibitor booth or meeting room** Facility Location \_\_\_\_\_ Booth/Room Number \_\_\_\_\_

☐ **Other CES location** Facility Location \_\_\_\_\_ Room Name/Number \_\_\_\_\_

## **3. Time Requested – Reservation will begin ½ hour before and end ½ hour after your requested time**

1st choice preferred start time \_\_\_\_\_ 1st choice preferred end time \_\_\_\_\_

2nd choice preferred start time \_\_\_\_\_ 2nd choice preferred end time \_\_\_\_\_

3rd choice preferred start time \_\_\_\_\_ 3rd choice preferred end time \_\_\_\_\_

## **4. Press Event Listing - All press events are listed on the CES Exhibitor Press Events Schedule unless otherwise requested. Please check one of the following:**

\_\_\_\_\_ **Please list my event** \_\_\_\_\_ **Please list my event as invitation only**

CES staff will accept or decline your reservation within 72 hours of receipt and will contact you to make further arrangements. You will receive detailed information regarding vendor contacts in a following Press Conference Agreement Form. If you have any additional questions, please contact e-mail [prcontacts@CE.org](mailto:prcontacts@CE.org).