

Exhibitor Services

Exhibitor Service Center

There are Exhibitor Service Centers located in all show venues to assist exhibitors:

- LVCC, North Hall: Back of North Hall 4
- LVCC, Central Hall: Tunnel below Central Hall 3 Concourse
- LVCC, South Hall 2: North alcove in South Hall 2
- Hilton: Foyer between Hilton Center and Pavilion
- Venetian Ballroom and Hall D: Back of 72100 aisle
- Venetian Meeting Rooms: Level 3, Murano Foyer
- Venetian Tower Exhibit Suites: Floor 29, Suite # 29-205

Most official CES contractors are required to staff at least one desk in each facility during move-in, show days and move-out. Smart City also has a permanent service desk in the LVCC in the Central Concourse, across from the Central Hall 3.

GES Liaisons

In addition to CES Floor Managers, GES has Service Liaisons on the show floor to assist exhibitors. GES Service Liaisons are stationed at each CES Floor Manager desk; a contact list is available on-site.

Exhibitor Hotline

Available at each of the floor manager desks is an Exhibitor Hotline. From this phone exhibitors can dial 9-943-4074 or 702-943-4074 if calling outside of the building and be connected to a floor manager in the show office. This person will be able to answer questions or assist the exhibitor as needed.

Smart City Hotline

Smart City, the exclusive provider of LVCC phone and Internet services has its own Exhibitor Hotline in place for CES. LVCC exhibitors needing assistance can dial 9-943-6CES (or 702-943-6CES) for a Smart City team member before, during and after the show. Smart City also has Zone Managers stationed in the same areas as CES Floor Managers.

Late Work Pass

If an exhibitor plans to work past 7 p.m., exhibitors/exhibitor appointed contractors (EACs) must obtain a late work pass from their floor manager by 2:30 p.m. and provide the booth # and name of supervisor on duty. CES will hire one security guard per hall to monitor late work on the show floor. If exhibitor/EAC is working in a booth without a late work pass, they will be issued a first time warning; the second time they will be escorted off the show floor for the remainder of the evening.

Note: Exhibit set-up must be complete by 3 p.m. on January 9. No exceptions allowed.

Merchandise Pass

Only CES exhibitors are permitted to remove merchandise/product from the show floor during move-in, show days and move-out. Exhibitors wishing to remove merchandise or product must present both a photo ID (driver's license or passport) and business card to the security guard upon exiting the show floor. The security guards will cross-check the ID with the exhibitor's badge for verification. Show attendees are prohibited from carrying product off the show floor at any time.

After Hours Events or Meetings During Non-Show Hours

Any exhibitor with an event before or after show hours has to fill out an after-hours events form (a door for attendees will be designated for entry and a list of attendees is required). Exhibitors can obtain the after-hours events form in the show office if they did not fill this out prior to arriving on-site.

2012 International CES Exhibitor Staff Guide

Floor Managers

Each facility has a group of professional floor managers who are available to assist exhibitors with any exhibitor-related issues/logistics that may occur during the show. Below is a list of individuals that manage the exhibit hall at each facility. Please contact the corresponding floor manager if you are unable to assist an exhibitor with their issue or concern.

Floor Manager	Floor Manager Asst	Coverage	Location
Barbara Powell		North/Central	Facility Manager, Floor Manager Office, Room C106
Chuck Bierley	Kathy Bridges	N1-N2	By booth #1801
Nancy Needel	Mary Ann Cluff	N2-N3	By booth #4406
Luann Alesio	Mary Ann Cluff	N4	By booth #4406
Kelly Butler Holtz	Helga Anderson	North Upper Level Meeting Rooms	By meeting room N230
Monte Edralin	Norma Chandler	C1-2	By booth #7935
Phil Spitale	Mary Swearingen	C3	By booth #11441
Mike Marano	Diana Thomas	C4-C5	By booth #13306
Roy Walker		South Hall	Facility Manager, Show Office, Room S219
Frank	Mary Beth Pasier	S2	Near booth #MP25224
Joyce Giannini	Diane Goshorn	S3	By the escalator and booth #30579
Scott Bierley	Sandie Arthur	S4	By booth #35844
Nita Jager		Exhibitor Hotline	Show Office, Room S219, 702-943-4074
Leslie Fletcher		CES Central Plaza	Show Office, Room S219
Annie Derr	Mary Curran	Hilton Pavilion	By booth #40026
Billie Clark	Anne Madden	Hilton Center	By booth # 40000
Patty Reilly		Venetian Hall D	Front of 72300 aisle
TBD		Venetian Ballroom	Back of 70400 aisle
Carla Rose Melody Urso		Venetian Tower Exhibit Suites	Show Office, Floor 29, Suite # 29-207
Donna Hedland Bob Meyncke		Venetian Tower Exhibit Suites	Floor Manager Office, Floor 30, Suite # 30-207
Jean Olson		Venetian Tower Exhibit Suites	Floor Manager Office, Floor 31, Suite # 31-207

Exhibit Space Selection

LVCC, South Hall Connector, Room S223

702-943-3731

Exhibit Space Selection will take place in the LVCC, South Hall Connector, Room S223.

The Venetian, Murano Ballroom 3201

Exhibit Space Selection will take place in the Venetian January 11 for PMA@CES exhibitors and on January 12 for Venetian Ballroom Exhibitors.