

# WELCOME TO AAPEX 2024!

Dear AAPEX Exhibitor:

We are pleased to present you with the Online Exhibitor Services Guide for **AAPEX 2024**. Please be aware that no printed copies of the Exhibitor Services Guide will be sent. The format separates information into sections that will help you with everything from General Rules and Regulations to Shipping Information to Orders for Services. Use this to keep all of your AAPEX correspondence organized!

Please read the **Rules and Regulations** section carefully. This will provide you with complete details concerning installation and dismantling of exhibits, as well as provide you with a complete overview of Event Services and Regulations.

**Important:** All booths have been assigned a targeted move-in date. Your target date is the date on which your freight must arrive at the Venetian Expo. Please refer to the **Shipping** section for Shipping Information, which includes a target schedule that lists the exact date and time your freight must arrive at the Venetian Expo and Caesars Forum. If for some reason you are unable to meet your target date, you may contact Freeman to discuss the possibility of rescheduling your target date. To ensure an orderly move-in and installation of exhibits, it is critical for exhibitors to comply with their target dates. If you are not familiar with this procedure and require further clarification after reading all the materials, please feel free to contact [W.T. Glasgow Inc.](#)

Please be aware that there are some services that are exclusive to the respective contractor. If you are not familiar with this procedure and require further clarification after reading all the materials, please feel free to contact W.T. Glasgow Inc. at [info@aapexshow.com](mailto:info@aapexshow.com).

As Event Management for **AAPEX 2024**, we are looking forward to seeing each and every one of you. Please do not hesitate to call upon us should you have any questions regarding anything in the Online Exhibitor Services Guide.

Best wishes for a great event!

**W.T. Glasgow Inc.**  
**AAPEX Event Management**  
**Phone: 708-226-1300**  
**Email: [info@aapexshow.com](mailto:info@aapexshow.com)**