

February 16-20, 2012

The following frequently asked questions and answers may help as you prepare for your upcoming event:

- 1) **Q. What's included with my booth space? A.**
 - **Indoor Booth Space** Each booth space under 400 square feet will be set with 8' high navy and white back drape, 3' high navy side dividers, and one (1) 7" x 44" identification sign at no additional charge. All exhibits in the main hall (aisles A-V) must be carpeted. First floor exhibit rooms (exhibit booth numbers in the 1600's, some 1700's, 1800's and 1900's), second floor exhibit rooms (Big Game Room, Marine Mart West) and third floor skywalk booths have permanent carpet. Permanent carpet can be covered with exhibitor carpet if you desire. Electrical service must be ordered separately.
 - **Boat/Bulk Space (indoor & outdoor)** Boat and bulk exhibit space (20 x 20 or larger) is not provided with drape, identification signs, or carpet. All indoor exhibit space must be carpeted. If you require pipe and drape, it can be ordered from the official show decorator: Expo Convention Contractors. We suggest that you carpet your outdoor exhibit for a better appearance, but it is not required for outdoor displays. Electrical service must be ordered separately.
 - **Pavilion Tent Space** Each booth space will be set with 8' high yellow and white back drape, 3' high yellow side dividers, one (1) 7" x 44" identification sign, and floor decking at no additional charge. We suggest you order carpet for over the flooring for a better appearance but, it is not required. Electrical service must be ordered separately (with the exception of overhead lighting provided in tent spaces).
 - **Other Tent Space (# beginning with 3000, 3100, 4300, & 4400 at the MBCC and all Sea Isle booth spaces)** Each space will be set with a tent, (1) 7" x 44" identification sign, and (1) pre-installed overhead florescent light fixture. Additional electrical service must be ordered from Edd Helms Electric, and tent **side panels** must be ordered from Elite Tents.
 - **In-Water Slips at Sea Isle Marina** Slips are provided with 50/220 power. Exhibitors are required to furnish their own power cords. If 30/110 power is required, please bring an adapter.
- 2) **Q. When can my shipment arrive at the advance warehouse? A.** NMMA will accept freight at the warehouse beginning Monday, January 17, 2011 through Saturday, February 12, 2011. **Shipping Addresses and Delivery Options.**
- 3) **Q. How do I ship directly to the show site? A.** NMMA will accept freight at the show site beginning Monday, February 13, 2012. **Carriers** must check-in at the **Freight Staging Yard** before proceeding to the show site. Carefully review the **Shipping Addresses and Delivery Options** form and specific move-in times for your booth area or target times for booths 400 square feet or larger.
- 4) **Q. When can I move-in if I don't have a specific freight target? A.** Exhibitor move-in for any exhibitor without prior early arrival approval or notice of target time can begin moving in on Monday, February 13, 2012, except in the Pavilion Tent and on 18th Street. Pavilion Tent exhibitors may begin on Tuesday, February 14, 2012, and 18th Street exhibitors may begin on Wednesday, February 15, 2012. Other late targets may be identified by the NMMA Freight Dept.
- 5) **Q. When will my items that were shipped in advance to the warehouse arrive in my booth? A.** Carpet and Hanging Signs will be delivered to the MBCC for decorator installation prior to your arrival or move-in time. All other items/freight will be in your booth by Monday morning, 2/13/2012.
- 6) **Q. What if my shipments are not in my booth? A.** If your shipment is not in your booth by Monday, 2/13/2012, take your tracking and shipping information the Exhibitor Service Center in Room C127 – just off the C lobby. Our Freight Service Desk will determine if the shipment has been received.
- 7) **Q. What happens to my empty containers? A.** Empty stickers can be picked up at the Freight Service Desk in Room C127 to place on each empty container. These containers will be picked up

through-out the move-in days and stored off-site by NMMA Freight Dept. during the show. Empty crates will be returned beginning at show close through Tuesday morning, 2/21/2012.

- 8) **Q. Where can I park during the move-in and move-out?** A. After unloading your vehicle or arriving to work in your booth at the Miami Beach Convention Center, parking will be available in the municipal garages located at 17th Street and Convention Center Drive, and 18th Street and Meridian Ave. Parking will also be available at the Miami Beach High School, Dade Blvd. and Prairie Ave., on the weekend. For additional parking areas on South Beach, please see [Miami Beach Park & Ride map](#). Exhibitors at the Sea Isle Marina may park at the Minute Park garage located at N.E. 15th Street and N.E. 2nd Ave., a short 4 blocks walk to the Sea Isle Marina at the Biscayne Bay Marriott. The daily maximum rate is \$15.00. [Parking lot locator map](#).
- 9) **Q. Where can I store boat trailers after unloading?** A. Boat trailers and oversized vehicles may park at the staging yard in Miami. No cash accepted on-site, please order in advance or at the Show Office, Miami Beach Convention Center, Room C33. **Reserve oversized vehicle storage space at the Staging Yard.**
- 10) **Q. Where can I park during the show?** A. Exhibitor parking is available behind the Pavilion Tent at the Miami Beach Convention Center on Show Days only, on a first-come, first-served basis. **Please order in advance**, and then **pick-up parking pass at the Show Office**, Miami Beach Convention Center, Room C33.
- 11) **Q. How do I order crane or rigging service to set my boat(s)?** A. Boat Handling will be scheduled for you at no charge based on the **Boat Information Form** you provide. Appropriate equipment will be available at your target time.
- 12) **Q. What do I do if I ordered labor?** A. Check in at the Expo Service Desk (display) or Freight Service Desk(engine spotting) at the time you requested your labor in order to pick up your labor.