



Exhibitor "Quick" Reference Guide

September 26-29, 2022

Reno, NV

**General Exhibits
and
Apparatus**

[Click here](#) to order booth furnishings.
Deadline is Monday, September 12.

2022

Exhibitor Reference Guide

FireShowsWest
PO Box 5227
Sun City West, AZ 85376
Phone: 800-632-7489
Local: 623-337-4114
Fax: 623-322-2776
Cell: 623-500-9955
Jo Anne Hill, Executive Director

The official GES Exhibitor Service Manual is available by visiting our website
www.fireshowswest.com - Exhibitors Information tab
or by calling Terri DiJoseph, GES Account Representative at 775-745-7612

General Information

| | |
|----------------------------------|-----|
| Key Contact Information..... | 3 |
| Important Dates / Deadlines..... | 4 |
| General Show Information..... | 5-6 |
| Food and Beverage..... | 7 |
| Fire Regulations..... | 8 |
| Security..... | 9 |

Booth Information

| | |
|---------------------------------|----|
| Construction..... | 10 |
| Equipment..... | 10 |
| Furnishings/Phone/Internet..... | 10 |

Move-in / Move-Out Information

| | |
|-----------------------------------|----|
| Exhibitor Move-in and Set Up..... | 11 |
| Map of Grand Sierra Hotel..... | 12 |
| Apparatus Move-in..... | 13 |

Materials Handling & Shipping

| | |
|--|----|
| GES Material Handling/Shipping Instructions..... | 14 |
|--|----|

Grand Sierra Hotel / Business Center

| | |
|---|-------|
| Business Center / Shipping Information..... | 15-16 |
| Hotel Reservations & Information..... | 17-18 |

| | |
|----------------------|----|
| 2022 Floor Plan..... | 19 |
|----------------------|----|

| | |
|--|----|
| 2020 Exhibit Commitment Information..... | 20 |
|--|----|

Key Contact Information

Executive Director

Jo Anne Hill

PO Box 5227

Sun City West, AZ 85376

Phone: 800-632-7489

Local: 623-337-4114

Fax: 623-322-2776

Cell: 623-500-9955

joanne@fireshowswest.com | www.fireshowswest.com

Exhibit Sales

David Kellogg, VP

203-788-3794

david@fireshowswest.com | www.fireshowswest.com

GES Account Manager

Terri DiJoseph

Account Manager

GES Exposition Service

101 Panther Drive

Reno, NV 89506

775-745-7612 Mobile

tdijoseph@ges.com | http://www.ges.com

Host Hotel & Exhibit Location

Grand Sierra Resort

Lower Level - Silver State Pavilion

2500 East Second Street

Reno, NV 89595

Local: 775-789-2000

Hotel Reservations Toll Free:

1-800-648-5080

Important Dates for the Show

- Aug 1 GES Ordering link for online ordering <https://ordering.ges.com/015600988/welcome>
- Aug 5 Final payment for exhibit space is due to FireShowsWest
- Aug 29 Advance shipments may begin arriving at warehouse* 8:00 AM
- Sept 5 Warehouse will be closed in observance of Labor Day
- Sept 9 Exhibitor Badge Order Forms due to FireShowsWest
- Sept 9 Door Prize Sponsor Forms due to FireShowsWest
- Sept 12 GES Discount Deadline Date for Orders Received with Payment
- Sept 12 Room block cut-off at the Grand Sierra Hotel - Group Code: FIRE22
Reservation Number: 1-800-648-5080
- Sept 12 Exhibitors selling merchandise must contact the FireShowsWest office. 1-800-632-7489
- Sept 12 Certificate of Insurance Liability is due to GES **AND** to our office
- Sept 20 Last Day for Advance Shipments to arrive at Warehouse without surcharges* 4:00 pm
- Sept 26 Apparatus Move-in beginning at 2:00 PM
- Sept 27 Direct Delivery to Show Site 8:00 AM to 2:00 PM
Location: Grand Sierra Hotel - Silver State Pavilion
2500 East Second Street, Reno, NV 89595
- Sept 27 General Exhibitor Move-in 8:00 AM to 3:00 PM
- Sept 27 Show Hours 5:00 PM to 7:00 PM
- Sept 28 Show Hours 9:00 AM to 3:00 PM
- Sept 28 Exhibitor Move-out 3:00 PM to 5:00 PM
- Sept 28 Empty containers will be returned by 4:00 PM
- Sept 28 Carriers **MUST** be checked in by 5:00 PM
- Sept 28 All exhibitor materials **MUST** be removed by 5:00 PM

GES On-Site Service Center

GES will be available to take care of your on-site needs. All contractors and production personnel will be available, along with any services you might desire such as Furniture and Material Handling.

Exhibitor General Show Information

Set-Up & Installation

Monday, September 26

2:00 pm to 5:00 pm Apparatus Move-In

Tuesday, September 27

8:00 am to 3:00 pm GES on site to begin General Exhibit Hall Move-In

Tuesday, September 27

3:00 pm All booths must be completed by 3:00 p.m.

Exhibit Hall Fire Inspection

An inspection will occur between 3:00 – 4:00 pm on Tuesday, September 27. Please have your booth staffed so we may greet the fire inspectors and respond to questions or issues at that time.

Hall Exhibit Hours

Tuesday, September 27 5:00 p.m. – 7:00 p.m.

Wednesday, September 28 9:00 a.m. -- 3:00 p.m.

Dismantling

Wednesday, September 28 3:00 p.m. – 5:00 pm

All exhibits remaining after 5:00 p.m. will be charged a \$75.00 late fee per day until exhibit is removed. FireShowsWest First Responders Training and Education Foundation, GES, and the Grand Sierra Resort will not be responsible for any damage or theft of exhibits after 5:00 p.m. on September 28, 2022.

Please do not start to dismantle your booth until the show is finished at 3:00 p.m. on Wednesday!

Exhibitor General Show Information (con't)

Show Office Location & Hours

The Show Office will be located at the Registration Desk area inside of Silver State Pavilion

- The onsite office phone number is a cell phone - 623-500-9955 (Jo Anne Hill, Executive Director)
- A copy machine for small quantities (10 or less) of copies will be available at the Registration Counter

Lead Retrieval

Our Lead Retrieval services will be provided by our registration company, Expo Pass. About three weeks before the show, Expo Pass will be sending out information to our exhibitors on how to order the equipment and the cost. Please check the FireShowsWest website on the Exhibitor Information page for up-to-date information.

Badges

Exhibitor badges may be picked up on Tuesday, September 27 beginning at 8:00 AM at the Registration Counter inside the Registration area of the Silver State Pavilion at the Grand Sierra Resort upon move-in.

Subletting of Exhibit Space

Exhibitors may not assign, sublet, or apportion the whole, or any part of the space allotted to them. Exhibitors may not advertise, or display goods and/or services other than those manufactured or sold by them in the regular course of business without the consent of the FireShowsWest show management.

Cancellation of Exhibit Space

Exhibitors canceling on or before August 5, 2022 forfeit 50% of the total rental. No refunds are made for cancellations after August 5, 2022. Space not claimed or occupied by 5:00 pm Tuesday, September 27, 2022, may be resold or reassigned without obligation on the part of FireShowsWest show management.

Certificate of Insurance

A Certificate of Insurance must be on file for each exhibitor by Friday, September 9, 2022 for FireShowsWest and GES.

Please name FireShowsWest as the additional insured on one and GES as an additional insured on the second certificate. If an exhibitor is using an outside company to install and dismantle their exhibit, the outside company must also be listed as an additional insured on the Certificate of Insurance.

FireShowsWest

PO Box 5227

Sun City West, AZ 85376

joanne@fireshowswest.com

Global Experience Specialists (GES)

101 Panther Drive

Reno, NV 89506

tdijoseph@ges.com

Cleaning Exhibit Space

Aisles will be cleaned daily and aisle trash containers are emptied. Each exhibitor must maintain the space assigned to him or her in good order. Individual booth trash containers will be the responsibility of the exhibitor for emptying.

Music

No music can be played in the exhibit hall except for that music that has been appropriately licensed.

Event Anti-Harassment Policy

FireShowsWest (FSW), Fire Shows Group, LLC, and FireShowsWest First Responders Training and Education Foundation is dedicated to providing a harassment-free experience for everyone at FSW events. FSW seeks to provide a conference environment in which diverse participants may learn, network and enjoy the company of colleagues in a professional atmosphere. FSW does not tolerate harassment of participants in any form. Use of sexual or discriminatory language and imagery is not appropriate for any FSW event. Violators of this Event Anti-Harassment Policy may be sanctioned or expelled from the event at the discretion of the FSW event organizers

Exhibitors Selling Merchandise On-Site

If an exhibitor is planning to sell merchandise, they must notify Show Management BEFORE the exhibit hall opens. A Nevada Department of Taxation Sales Tax Return and Tax Rate Schedule will be given to the exhibiting company. Show Management will collect your form and any tax due at the end of the show.

Restaurants / Coffee / Snacks

There are many restaurants throughout the hotel for your enjoyment. However, there will not be any food concession stands inside the exhibit hall.

Food and Beverage

No outside food or beverages may be distributed by exhibitors, with the exception of individually wrapped candies.

RESTAURANTS / CASUAL DINING

FINE DINING

Charlie Palmer Steak Reno

Steakhouse

California Pizza Kitchen

California Pizza Kitchen's innovative menu of hand-tossed pizzas, creative pastas, premium main plates, colorful salads, and hand-crafted cocktails

Rim Asian Bistro

Bistro-style Pacific Rim foods ranging from Thailand, Korea, Japan, and China, including an all-you-can-eat sushi bar

Uno Más Street Tacos + Spirits

Enjoy the vibrant flavors of Mexico with fresh, classic Mexican ingredients prepared using modern techniques.

CASUAL DINING

Jamba

Making balanced options easier and more accessible by serving delicious, made-to-order smoothies, juices, and bowls.

The Grand Café

Satisfy your early morning or after-hours food cravings. Open every day, for breakfast, lunch, and dinner.

Grand Buffet

International faire, meat carving station, seafood, salad bar and dessert bar.

Johnny Rockets

A 50's style diner featuring burgers, fries, and ice cream shakes

Round Table Pizza

Traditional and gourmet pizza

Port of Subs

Sub-style sandwiches made-to-order

Yogurt Beach

Self-serve frozen yogurt in a variety of flavors and toppings

2nd Street Café

A quick, on-the-go café featuring coffee, pastries, sandwiches, gelato, and pizza.

Starbucks

Drip and gourmet coffee, espresso, and lattes made to order.

Reserve Wine Bar

Wines by the glass and small plate menu

Fire Regulations

Display of Motorized Vehicles

Displayed motorized vehicles shall comply with the following and may also have to comply with any additional

1. rules and regulations required by the Reno Fire Department Fire Marshal:

No vehicle may be started or operated within any assembly building during show hours.

2. Vehicles. Liquid-fueled or gaseous-fueled vehicles, boats or other motorcraft shall not be located indoors except as follows:

- 2.1 Batteries are disconnected except where the fire code official requires that the batteries remain connected to maintain safety features.

- 2.2 Fuel in fuel tanks does not exceed one-quarter tank or 5 gallons (19 L) (whichever is least).

- 2.3 Fuel tanks and fill openings are closed and sealed to prevent tampering.

- 2.4 Vehicles, boats or other motorcraft equipment are not fueled or defueled within the building.

3. No vehicle may be started or operated within any assembly building during show hours.

4. Vehicles shall not be moved during show hours.

5. Tents or trailers inside the exhibit hall must have a working smoke detector.

Due to the ceiling configuration at the Grand Sierra Resort, apparatus extending the aerial will need to observe the height restrictions of 34 feet.

Exhibit Inspections

The Reno Fire Department will conduct compliance inspections during event. These inspections may include:

- A walk-through inspection with show management or its authorized representatives prior to the move in/set-up period.
- Inspection of the exhibits during move-in/set-up period.
- Once the exhibit has opened, periodic inspections may be made to insure compliance with all fire regulations.

Security

Roving outside perimeter security is provided by Grand Sierra Resort Hotel security staff throughout the day and night.

Security inside the Grand Sierra Resort will be provided inside the exhibit hall and at the entrance.

Tuesday, September 27 7:00 pm until Wednesday, September 28 to 9:00 am for exhibit hall security
Wednesday, September 28 7:00 am to 3:00 pm at exhibit hall entrance for badge checking

Every reasonable precaution will be taken to protect your property. However, neither the FireShowsWest First Responders Training and Education Foundation, FireShowsWest educational partners, its official contractors, nor the management of the Grand Sierra Resort is responsible for your property in the event of theft, accident, vandalism, or other causes of damage to property.

PRECAUTIONS

With your assistance, your company and the event can be assured of a successful show if you follow a few simple precautions:

BOOTH SECURITY AND SAFETY

1. If possible, **DO NOT** leave your booth unattended during the set-up period and **NEVER** leave your exhibit unstaffed during show hours, even for a short period of time.
2. Run wire or cable through as many items as possible and lock.
3. Report any suspicious person(s) in the exhibit area to show staff.
4. Report any thefts to the show office immediately.
IF necessary, a uniformed police officer may be called in to make an official report.
5. Pack as quickly as possible at the close of the show. Under **NO** circumstances should you leave your exhibit space unattended during move-out. This is the time that presents the most potential danger of theft.

Be Respectful & Neighborly

Booth Construction & Arrangement

PLEASE RESPECT YOUR BOOTH NEIGHBORS!

No part of an exhibit shall extend outside of the exhibit space boundary. All materials and display products and services must be contained within space assigned to the exhibitor per the completed agreement.

The Reno Fire Department safety regulations in conjunction with the insurance carriers must be observed. Combustible materials, flammable oils or gases and explosive materials are not permitted without the written approval of the Fire Marshal.

No exhibit space may span an aisle by roofing or floor covering without the prior permission of FireShowsWest show management. ***No display nor its contents may exceed a height of 8 ft. nor may the side walls be higher than 3 feet.*** FireShowsWest Show management reserves the right at any time to change the location, size and display limits of the exhibit if it is in the best interest of the exposition. Raw wood, cardboard or similar material for wings to booths must be covered or painted if they are visible in adjacent booths

All floor space must be protected from any possibility of damage to carpet or floor finish, i.e., oils or other substances that could drip from apparatus and/or portable motors. **In addition, for the safety of the public, spray-on polish enhancement products (for tires, vinyl or rubber) may NOT be used in any building.**

Booth Equipment

Each 10 x 10 booth includes the following equipment:

8' high drape back wall and 3' high draped side rails.

General exhibit hall lighting, air conditioning and/or heating during exhibit hours.

Daily aisle cleaning.

Night time only perimeter security

*Electricity needs to be ordered online through GES

Booth Furnishings/Electrical and Discounts – Monday, September 12 Deadline

Be sure to take advantage of the furniture discount available through GES before the **September 12th deadline.** GES Ordering link for online ordering <https://ordering.ges.com/015600988/welcome>
PLACE YOUR ORDER NOW! Don't wait until you get to the show! It will be sticker shock!

Phone and Internet Service

- **Complimentary Wi-Fi service will be provided inside the exhibit hall.**

If you connect into the Wi-Fi system provided through the Grand Sierra Resort, you are doing so at your own risk. FireShowsWest, its partners, agents and the nonprofit, FireShowsWest First Responders Training and Education Foundation, will not assume the liability for any security of the Wi-Fi connection.

All phone and Internet services are provided by Grand Sierra Resort. If additional Internet services are needed by your company, please order directly with the provider.

Gary Guberman, Director, Audio Visual and Technical Services

2500 East Second Street | Reno, NV 89595

T: 775.789.1606 | Cell: 775-303-3120

All other additional services are listed in the GES Exhibitor Manual.

Exhibitor Move-In and Move-Out

Move-In

Monday, September 26

2:00 pm to 5:00 pm Apparatus Move-In (Details will be forthcoming prior to the show.)

Tuesday, September 27, 2022

8:00 am to 3:00 pm General Exhibit Hall Move-In
Doors will be locked after 3:00 pm

Parking will be designated and available adjacent to the exhibit hall NEAR THE AQUA GOLF area. Exhibitors can park in the designated area and hand carry their materials to the booth location.

No move-in will be available on Tuesday evening. ***All booths must be completely set up and ready for inspection by 3:00 pm***

Move-Out & Booth Dismantling

ABSOLUTELY no packing of equipment, literature or dismantling of exhibits until after the official closing of the show at 3:00 p.m., Wednesday, September 28.

As soon as the large apparatus are off the floor, crates will be delivered by forklift to your booth and exhibitors will be able to exit the exhibit hall for loading.

All exhibits must be dismantled, packed and cleared from the Exhibit Hall by 5:00 p.m. Wednesday, Sept. 28.

Casino Level



Spa Level



775.789.2000 | grandsierraresort.com

Apparatus Move-in

APPARATUS MOVE-IN **MONDAY, SEPTEMBER 26 | 2:00 PM TO 5:00 PM**

All apparatus needs to be cleaned before leaving the staging area and ready one hour before move-in.

Washing instructions will be sent to each apparatus exhibitor prior to the show move-in. More information will be forthcoming.

NO silicon-based cleaning products will be allowed in the Exhibit Halls.

FireShowsWest contact: David Kellogg Cell: 203-788-3794
david@fireshowswest.com

Apparatus Move-in & Staging Area:

The staging area will be located outside the roll-up doors of the Silver State Pavilion. The staging officer will be lining apparatus up in the order they will be entering the exhibit halls. Check with the staging officer for your place in line. Please be on time.

Apparatus move-in time will begin on Monday, September 26 at 2:00 pm. Apparatus companies will be given specific times for staging and coordination of move-in.

Definite staging times will be sent to each apparatus exhibitor by September 16, 2022

Apparatus Move-Out **Wednesday, September 28 | 3:00 pm**

Apparatus will move-out of the buildings in reverse order from move-in.

Material Handling & Shipping Highlights

Please refer to the online GES Exhibitor Manual for in-depth shipping and material handling instructions. These instructions serve only as a guide to help minimize shipping issues.

GES Expresso: <https://ordering.ges.com/015600988/welcome>

• **PLEASE REFER TO GES ORDERING FOR SHIPPING INFORMATION** •

For Advance Shipments - You may begin shipping materials to arrive at GES's warehouse beginning Monday, August 29th through September 20th.

Advance Shipment to Warehouse

GES

FireShowsWest

Exhibiting Company Name, Booth #

101 Panther Drive

Reno, NV 89506

United States of America

For Direct Shipments - Your carrier can start delivering your shipments to the Grand Sierra Resort on Tuesday, September 27 beginning at 9:00 a.m. When your shipment arrives, GES will be available to help off load the materials and move them into the GSR Silver State Pavilion.

Direct Shipment to Exhibit Site

GES

FireShowsWest

Exhibiting Company Name, Booth #

Grand Sierra Resort

2500 East Second Street

Reno, NV 89595-1220

United States of America

For freight handling rates, please refer to the rates posted on the GES Ordering website.

<https://ordering.ges.com/015600988/welcome>

At the close of the show

1. Repack the shipping containers or crates
2. Label the shipment properly - Create the shipping labels online at <https://ordering.ges.com/015600988/shippinghandling>
3. Exhibitor's carrier needs to check in before 5:00 PM
4. Once your carrier arrives, GES will load the carrier with your shipment.

Hotel and Business Services

GRAND SIERRA RESORT HOTEL PACKAGE SERVICES

SERVICES ARE PROVIDED BY

FedEx Office Business Center at 775.834.0221

FedEx Office Business Center
Grand Sierra Resort and Casino
2500 E 2nd St
Reno, NV 89595
Phone: 775.834.0221
Fax: 7753274706
Email: usa1155@fedex.com

Operating Hours

Mon – Fri: 9:00 am - 5:00 pm
Saturday: Closed
Sunday: Closed

**Please contact the FedEx
Business Center directly for
shipping and pricing. Prices
may change without notice.**

Preparing Your Shipment

FedEx Office is committed to providing you with an outstanding experience during your stay. All guest and event packages being shipped to the property must follow the address label standards (illustrated below) to prevent package routing delays. Please schedule your shipment(s) to arrive four days prior to the event start date to avoid additional storage fees. Use the name of the recipient who will be on-site to receive and sign for the package(s). Please do not address shipments using property employee names, unless the items are specifically for their use (e.g., hotel specifications, rooming lists, or signed documents); this includes arranging for deliveries to all areas on the property.

If a package has not been picked up by the recipient and no contact information is provided, the package will be returned to the sender, who will be responsible for all additional shipping fees. For more information on package retention, the Return to Sender process, or to schedule package deliveries, please contact the FedEx Office Business Center at 775.834.0221. Package deliveries should only be scheduled after the recipient has completed the check-in process.

Below is an example copy of correct shipping labels:

Hold For Guest: (Guest Name) (Guest Cell Number)
c/o FedEx Office at Grand Sierra Resort and Casino
2500 E 2nd St
Reno, NV, 89595
(Convention / Conference / Group / Event Name)
Box ____ of ____

Please DO NOT SHIP any items to the attention of the Hospitality Manager, Catering & Conference Manager unless the items are specifically for their use (e.g., hotel specifications, rooming lists, signed documents). This is specifically including any room drops or deliveries to any other areas of the hotel property.

PACKAGE HANDLING AND STORAGE FEES

Packages will be available for pickup inside the FedEx Office business center (receiving fee will apply). Pallets, crates, display cases and other heavier items may be scheduled for delivery by contacting our staff at the number located on the previous page (delivery fee will apply). Package deliveries should only be scheduled after the recipient has checked into the hotel. In order to maintain the proper chain of custody, FedEx Office requires the package recipient's signature before a package can be released from FedEx Office. Release signatures are captured at the time of package pickup or package delivery to the recipient.

All outbound packages must have a completed carrier airbill affixed to each package. Packaging supplies (boxes, tapes, and etc.) are available for purchase within the FedEx Office business center. FedEx Office offers pack and ship services in the business center; while packaging supplies are also available for purchase. FedEx Express® shipping boxes and airbill forms are available and complimentary. Outbound packages to be picked up by a third party courier should be coordinated in advance with a FedEx Office team member. Outbound handling fees will be applied to all packages, regardless of carrier, in addition to shipping/transportation fees.

Receiving, delivery and storage charges are payable at the time of delivery. Recipient may be required to present government-issued photo identification and sign for delivery. Shipper must comply with all applicable local, state and federal laws, including those governing packing, marking, labeling and shipping. OBTAIN FIRE, CASUALTY AND ALL OTHER INSURANCE ON PACKAGE CONTENTS PRIOR TO SHIPPING. Neither the Hotel nor FedEx Office and Print Services, Inc. provide such insurance. Neither the Hotel nor FedEx Office and Print Services, Inc. nor the employees, agents or contractors of either firm will be liable for any damages, whether direct or indirect damages, relating to or arising out of any loss or damage to any package or its contents, unless a package is lost after receipt at the Hotel, in which case such liability shall be limited to the lesser of \$100 or the liability of the carrier indicated above. By sending your package to the Hotel, you agree to be bound by any additional terms and conditions that the Hotel or FedEx Office and Print Services, Inc. may establish from time to time for receiving and delivering of packages.

Hotel Information

HEADQUARTER HOTEL

Grand Sierra Resort Hotel

2500 East Second Street Reno, NV 89595

Local: 775-789-2000

www.grandsierraresort.com

Reservation Cut-Off Date: September 12, 2022

Reservations after this date will be subject to the prevailing hotel rate.

Group Code: FIRE22

PREFERRED BOOKING METHOD: Book a reservation online:

<https://book.passkey.com/event/50282011/owner/16854/home>

Book a Reservation by calling: 1-800-648-5080

Please note **\$4.95 Service Fee for reservations placed by phone**

Room Block Dates:

The room rates listed below will be valid beginning Friday, September 23 through Friday, September 30, 2022

Check-in Time: 3:00 pm Check-out Time: 11:00 am Room Rates:

Room Rates:

Sunday through Thursday

Room Rate: \$83.00 per night

Room Type: "A" Standard

Hotel Tax of 13% = \$10.79 per night

County Tourism Fee = \$2.00 per night

Resort Fee = \$29.95 per night + tax

Housekeeping Gratuity = \$1.00 per night

Note: Taxes may change without notice

For weekend room rates, please check the rates through the online reservation portal.

<https://book.passkey.com/event/50282011/owner/16854/home>

NOTE:

****Triple and quad occupancy rates are \$25.00 per person over quoted rate.**

Parking

****FREE PARKING****

There is plenty of open parking around the perimeter of the hotel. Also, there is a large RV Parking lot available to guests. RV Rates will apply. Please contact the hotel for additional information

Shuttle Service Between the Grand Sierra Resort and the Reno-Tahoe International Airport

Complimentary airport shuttle is available from the hotel front entrance every fifteen (15) minutes between the hours of 4:30 am and 12:00 am. The shuttle leaves from the exit located at the far end of baggage claim every thirty (30) minutes daily between 4:45 am and 12:15 am. The shuttle is first come-first served and is for individual transfers.

Cancellation Notice

Any reservation NOT cancelled 48 hours prior to arrival will be charged in the form of first night's room and tax to the guest.

Early Departure Fee

In the event a guest who has reserved a room within the room block checks out prior to the guest's reserved check-out date, the Grand Sierra Resort and Casino will ***add an early check-out fee of \$50.00 to that guest's individual account. Guests wishing to avoid an early check-out fee should advise the hotel at or before check-in of any change in planned length of stay.***

Optional Housekeeping Gratuity

The Grand Sierra Hotel has instituted a new Optional Housekeeping Gratuity for their team members. There will be signage posted at the front desk that will explain a \$1.00 per day per room maid gratuity that will be posted to your guest room folio. **Please let the reservation agent know upon check-in** if you wish to opt out of the housekeeping gratuity.

Room Payments

Each guest is responsible for their own deposit. The deposit should be in the form of a check, money order, or credit card. Checks should be made payable to Grand Sierra Resort and sent to our Convention Reservations Department.

Security Deposit

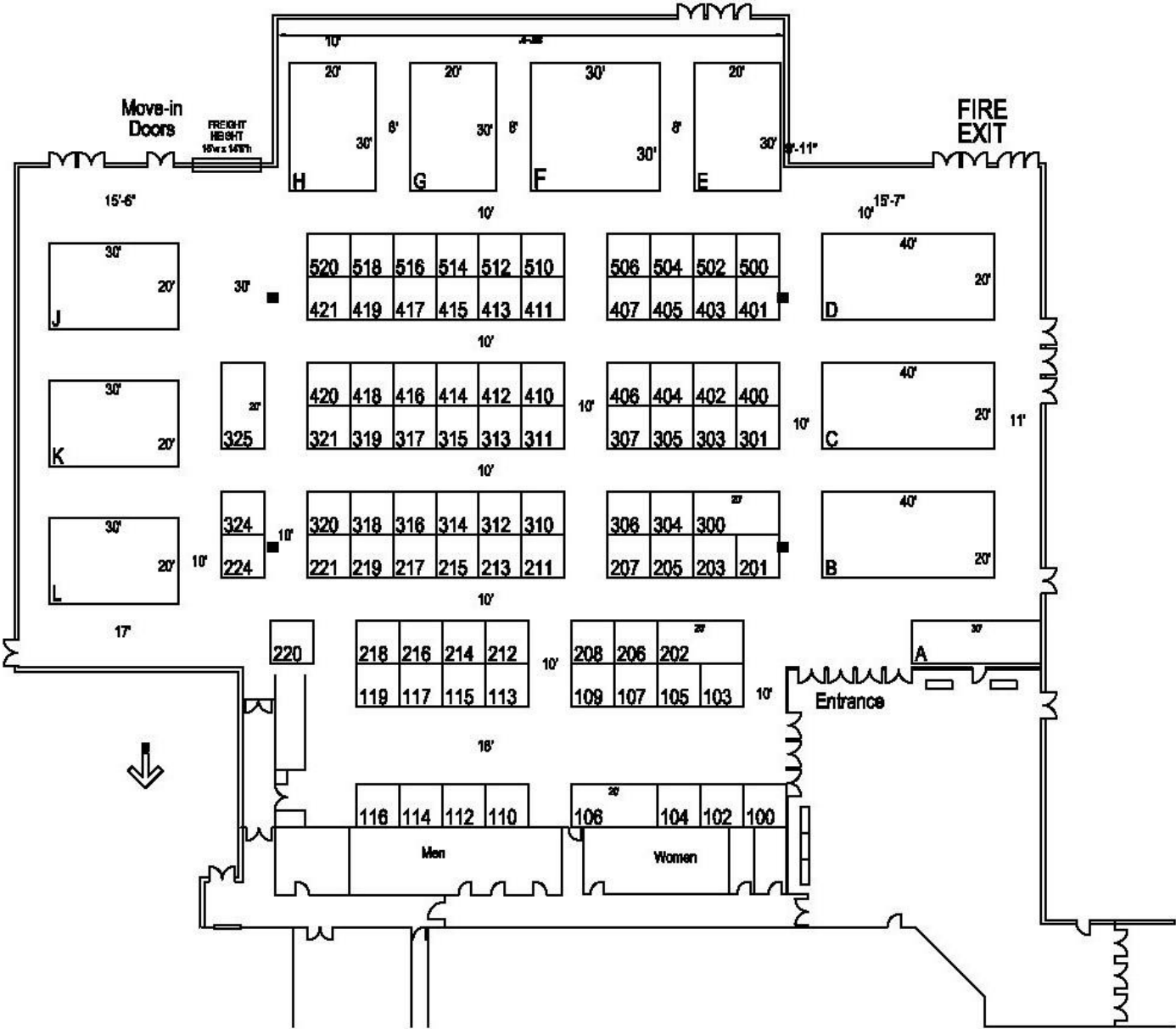
At the time of check-in, each guest's credit card will be pre-authorized by the Grand Sierra Hotel in a one-time security deposit for incidentals. If guest spends over the security deposit, the card will then be charged to cover the additional expense. This is a hold only, which means those funds are not being charged, but that the funds will not be available to the guest. The guest's card will not be charged unless guest elects to use that card to pay for incidental charges or the room.

2022 Exhibit Floor Plan

Floor plan subject to change prior to 9/26/22

Grand Sierra Resort Hotel - Silver State Pavilion

PLEASE NOTE: SOME OF THE NUMBERING OF THE BOOTHS/APPARATUS MAY CHANGE FROM THIS VERSION OF THE FLOOR PLAN.



2023 Exhibit Space Commitment

FireShowsWest ***Exhibit Commitment Form Packet*** will be distributed to all exhibitors at the Exhibitor Meeting scheduled for Wednesday, September 28 at 8:00 a.m.

In order to reserve your current space for FireShowsWest 2023, or to have an opportunity to move to a different location, each company must complete and return the Commitment Form. The Commitment Form must be received no later than 30 days after the event.