

Quick Facts

Dear Exhibitor,

RPMxpo services is pleased to have been chosen as the Official service Contractor for the **2024 PAWN Expo**. We recognize that your participation in this event is a vital part of your firm's marketing program, and we want to do everything possible to make it profitable and rewarding for you. If you need assistance please contact our Customer Service Department at 678-742-7310.

All questions regarding the convention's policies, space assignments, display limitations and event schedules should be directed to:

National Pawnbrokers Association
 Veronica Costanza
 Phone: (817) 337-8830 Ext. 1002
 E-Mail: veronica@nationalpawnbrokers.org

All questions regarding shipping, storage, material handling, furniture and labor should be directed to:

RPMxpo services
 242 Westfork Court, Suite A
 Lithia Springs, GA 30122
 Phone: (678) 742-7310
 Fax: (770) 679-8751
 E-Mail: info@RPMxpo.com
 Web: https://rpmxpo.boomerecommerce.com

Included in this service kit are order forms for various items that you may require. The RPMxpo forms are to be returned to our office via fax, email or mail.

Order forms for products/services provided by official suppliers other than RPMxpo should be sent to the specific provider of the service. Please do not send utility, AV, internet services, etc. forms to RPMxpo. Please review these forms and submit your order as early as possible.

Your 10' X 10' Booth Includes:

- 1 - 8' high Backwall Drape - Blue/White
- 2 - 3' high Sidewall Drape - Blue
- 7" x 44" Booth ID Sign displaying exhibitor's company name and booth number
- 1 - 6' Draped Table - White
- 2 - Side Chairs
- 1 - Wastebasket

Note :

- No Substitutions allowed on the standard booth package items
- Corner booths only come with 1 side drape (unless requested)
- Island booths do not come with backwall, sidewall or and ID Sign (Unless ordered at exhibitor's expense)
- The exhibit floor is carpeted. The carpet color will be blue/red/ gold pattern.

Jewelry Exchange Vendors:

- Back and side draping - Blue/White
- 1 - 6' Table
- 6 - Chairs (3 on each side)
- ID Sign
- Power Strip & Extension Cords (Electricity included)

Note :

- Please only bring what fits on your table top. Since there is no room for large displays, a branded table-cloth is suggested.

Important Deadlines

Advance Price Discount Deadline for all RPMxpo orders.....	Friday, June 21, 2024
First day on target shipments to arrive at the warehouse without a surcharge	Friday, June 21, 2024
Last day on target shipments to arrive at the warehouse without a surcharge.....	Friday, July 12, 2024
Last day off target shipments to arrive at the warehouse WITH a surcharge.....	Wednesday, July 17, 2024
First day freight can arrive at show site	8:00 am on Monday, July 22, 2024

Quick Facts - continued

Exhibit Schedule

Jewelry Exchange Move-in:	Monday, July 22, 2024	11:00 am - 2:00 pm
Exhibitor Move-in:	Tuesday, July 23, 2024	8:30 am - 5:00 pm
<p>Important: Exhibits MUST be assembled and fully operational by 5:00 pm on Tuesday, July 23, 2024. In the event an exhibit is not fully assembled and operational by 5:00 pm on Tuesday, July 23, 2024, Show Management reserves the right to remove all exhibit materials and repossess all rights to the exhibit area. The Exhibitor will be considered in default of the signed contact and will NOT be entitled to any refund for such exhibit space.</p>		
Jewelry Exchange Hours:	Monday, July 22, 2024 Tuesday, July 23, 2024	2:00 pm - 5:30 pm 8:45 am - 11:45 am
Welcome Reception Hours:	Tuesday, July 23, 2024	5:00 pm - 7:00 pm
Exhibit Hours:	Wednesday, July 24, 2024 Thursday, July 25, 2024	10:00 am - 5:00 pm 9:30 am - 12:00 pm
Exhibitor Move-out:	Thursday, July 25, 2024	12:00 pm - 5:00 pm

PLEASE NOTE:

THE EXHIBIT HALL CLOSSES AT 12:00pm ON THURSDAY, JULY 25th. Exhibits may not be dismantled prior to 12:00 pm Thursday, July 25, 2024 All exhibits must be dismantled and removed by Thursday, July 25th at 5:00pm. Your Carrier must sign in for pick-up before **4:00pm on Thursday, July 25th** or freight may be re-consigned through the official show carrier, ABF Freight. Re-consigned freight begins at 4:00 pm.

Shipping Address

Shipments to Advance Warehouse:	Direct to Show Site:
<p>To avoid an off target surcharge: Shipments must arrive no later than 7/12/24. Shipments received after 7/12/24 are subject to a 25% surcharge, unless shipping via ABF Freight. Shipments will not be accepted if delivered after 7/17/24</p>	<p>Shipments will not be accepted if delivered before 7/22/24</p>
<p>Pawn Expo RPMxpo c/o ABF Freight 4501 North Lamb Las Vegas, NV, 89115 Phone Number: (702) 457-1522</p> <p>Booth # _____</p>	<p>Pawn Expo Paris Las Vegas c/o RPMxpo 3655 S. Las Vegas Blvd. Las Vegas, NV, 89109</p> <p>Booth # _____</p>

Ordering Options

PLACING YOUR ORDER

We have two options in place to make placing your order easy and convenient. Online ordering is available and can be accessed 24/7 to place your order and access all details of the event. We also offer the exhibitor manual in PDF format. Listed below are the simple instructions for placing your orders for the furnishings and services you require for your booth:

Online Ordering — Follow the easy steps to place your order online.

1. You will receive an email containing your personal User Name and Password and the link to the ordering website.
2. Follow the link found in the email referenced above, then enter your User Name and Password.
3. You should now be on our Welcome page and have access to place your order or look up details concerning the show.
4. After you place your order, you will receive a confirmation via email. Your order will be processed by RPMxpo within one business day and you will then receive your paid invoice via email.

Faxed / Emailed Orders — For your convenience, we also have a printable PDF version of our exhibitor service manual. This manual contains information concerning all facets of the event including important deadlines, your set-up and dismantle schedule, shipping details, shipping labels and order forms for all the services and furnishings you will require for your booth.

1. To place your order using the PDF forms, just print and complete the applicable forms for the products and/or services you will need.
 - A. RPMxpo Forms — Return the form(s), along with your check payment or a completed Payment and Credit Card Authorization Form, to RPMxpo by fax, email or mail. Orders will not be processed without a method of payment.
 - B. Other Providers' Forms — Order forms for other Official Providers such those for utilities, audio/visual, computer and floral rental should be sent to the provider listed on the form. Please do not send the forms to RPMxpo.

We suggest that you copy or download the RPMxpo PDF exhibitor manual to your computer desktop. You will then be able to access it at any time for order forms and for information concerning the show.

Important — In order to qualify for the lower Advance Rate pricing, your order and full payment must be received by the *Return Deadline Date* listed on the forms.

If you have any questions about how to place your order, Please feel free to call us at 678-742-7310 or email us at Info@RPMxpo.com.