



Exhibitor Information

What is the location of the NAEFO Conference?

- All NAEFO functions will be held at The Orleans Hotel & Casino, 4500 West Tropicana Avenue, Las Vegas, NV 89103

Where is the exhibit space?

- Exhibits will be set up inside & outside of Jackson Square ballroom.

When are the exhibit hours?

- Monday, September 16, 2024, 10:00 am – 2:30 pm
- Tuesday, September 17, 2024, 10:00 am – 2:30 pm

What will my exhibit space include?

- This will be an 8ft tabletop exhibit. Included is a table with two chairs. A sign with your company name will be provided.

When will onsite registration begin?

- Registration will open at 9 am Monday, September 16th.

When can I start setting up my exhibit space?

- Setup for your exhibit will begin at 9 am.

Will there be electricity and internet available?

- A power strip may be provided at \$25.00 each. There is no charge for Wi-Fi.

How can I ship my materials to the hotel?

- There will be handling charges for incoming and outgoing packages. On-Site contact is responsible for scheduling delivery to designated function room prior to the event. Client is responsible for coordinating return shipment of packages with the business center, as well as charges. Please contact Business Center Solutions at 702-992-0599 for current fee schedule.
- **DO NOT** address packages to the hotel Catering and Sales representatives. Address as follows:

The Orleans Hotel & Casino

4500 W. Tropicana Avenue

Las Vegas, NV 89103

Hold for: Guest Name, Convention Name & Date