

## HARDI ANNUAL CONFERENCE

### WHAT, WHERE, WHEN

Contact & literature/demonstration tables for services benefiting HARDI Distributors & Suppliers  
HARDI 2025 Annual Conference | Wynn Las Vegas | Las Vegas, NV  
December 9 | 7:00 AM-5:00 PM & December 10 | 7:00 AM-12:00 PM

### WHO

HARDI member Service Vendors or Marketing/Purchasing Group Members. Limited spaces available.

### HOW

1. Plan to man your table during high traffic times like Solutions Center Happy Hour, breakfast, refreshment breaks and in between conference sessions.
2. Provide literature or demos on your services for browsing members at the conference
3. Turn all your new leads into new sales

The HARDI Solutions Center will be located in a high traffic area for attendees during breaks, keynotes and between sessions.

### COST

Solutions Center pricing: \$1,500. To reserve a table, a conference executive registration fee must be submitted along with your Solutions Center fee.

### DETAILS

Table exhibit includes one 18"x6' table, two chairs, a power strip and access to conference wifi. Freestanding racks or kiosks can be used as long as they do not extend beyond 6' W by 2' D. No pipe and drape is allowed.

Literature/demonstration personnel must be full executive registrants at HARDI Annual Conference.

Following registration you'll receive a link to select your table space. Spaces cannot be re-assigned on site as then attendees will not be able to find you in the app.

### MOVE IN/ MOVE OUT

Your table will be ready to set up materials beginning Monday, December 8th at 9:00 PM and Tuesday, December 9th before 7:00 AM. Tear down must be completed between 12:00-12:30 PM on Wednesday, December 10th. Setup and tear down will occur in an active public area of the property. This area will not be secure overnight and must be always kept clear of boxes and trash. HARDI nor the hotel is responsible for lost or stolen items.

### CONFERENCE MOBILE APP LISTING

Please include your logo and company description during the booth selection process so we can include it in your company's mobile app listing. Everything you'll want and need to know about the conference will be in the palm of your hand with the HARDI Annual Conference Mobile App!

### PRIMARY CONTACT INFO

During registration, you will be asked to designate a primary contact. This individual will receive all logistical emails leading up to the event. Please ensure the contact provided is aware of their responsibilities, including staying informed and communicating important updates to your group.

# Rules & Regulations

## DEMONSTRATION EQUIPMENT/PROMOTIONAL MATERIALS

Except as provided for in #2 and #4 below, all equipment and materials must fit on an 18"x6' table.

## FREESTANDING RACKS OR KIOSKS

If these are used in place of, or in addition to, the table, the display must not extend beyond 18" D bt 6' W. This is the space that would have been used for the table. No "trade show" booths, pipe and drape, etc. may be used anywhere in the Solutions Center.

## SIGNS

May be hung on the front of your table. Banner/signs will be allowed on the floor behind the presenting table. Strictly enforced. Banner/signs cannot cover fire hydrants, other exhibitor tables or doorways.

## STORAGE

Materials may be placed under your table out of sight. HARDI cannot store your packaging or materials if it does not fit under your exhibit table.

\*Important: Computer equipment and other valuables are stored at your own risk. 24-Hour Security is NOT provided by HARDI or the Hotel.

## AUDIO

Amplifiers, public address systems or loud playing of audio will not be allowed.

## PREMIUMS AND LITERATURE

These items are allowed on your table.

## COMPANY REPRESENTATIVES

Table personnel must be full Executive Registrants to the Annual Conference.

HARDI will provide one 18"x6' draped table, two chairs, and access to electricity and wifi.

# Shipping Details

Anything that needs to be shipped to the hotel for your table is required to be shipped through Freeman. Packages sent to the hotel are subject to be returned to sender.

## WAREHOUSE SHIPPING ADDRESS

Exhibiting Company Name / Table Number  
HARDI Annual Conference 2025 - Solutions Center  
C/O Freeman  
6675 W Sunset Rd  
Las Vegas, NV 89118  
USA

## WAREHOUSE SHIPPING INFO

- The Freeman warehouse will be closed on November 27 & 28, 2025 in observance of Thanksgiving
- Ship early to avoid delays and save money.
- Freeman will accept crated, boxed or skidded material beginning Monday, 11/10 at the above address
- Material arriving after Wednesday, 12/3 will be received at the warehouse with an additional after-deadline charge.
- Please note that the Freeman Warehouse does not accept uncrated freight (loose, pad-wrapped material and/or unskidded machinery), COD shipments, hazardous materials, freight requiring refrigerated or frozen storage, a single piece of freight weighing more than 5,000 pounds or a single piece of freight beyond the dimensions of 108"H x 93"W
- Warehouse materials are accepted at the warehouse Monday through Friday between the hours of 7:00am-2:30pm
- Certified weight tickets must accompany all shipments
- If required, provide your carrier with this phone number:
- Boxes under 10 pounds are free of handling charges