web2.0 EXPO

FREQUENTLY ASKED QUESTIONS

The **Exhibitor Center** contains valuable information about Web 2.0 Expo New York 2010. Please review it thoroughly for guidelines on discounts, show rules & regulations, union jurisdictions and show management contacts to help you have a successful show.

Q. What are the show hours?
A.   Tuesday, September 28 – 12:00pm-3:30pm
              Wednesday, September 29 – 9:30am – 3:30pm
              Thursday, September 30 – 10:30am – 1:00pm
** Hours are subject to change**
The Web 2.0 Expo New York 2010 sponsor pavilion will be held in the Metropolitan Ballroom and Central Park East Ballroom of the Sheraton Hotel & Towers, New York, New York.

Q. Are there still marketing and sponsorship opportunities available at Web 2.0 Expo New York 2010?
A. Yes. For more information, please contact Rob Koziura at (415) 947-6111 or rkoziura@techweb.com

Q. Who is the show contractor?
A. The general contractor is Champion Exposition Services.

Q. Where do I ship my materials and freight?
A. You have the option of shipping materials to either the advance warehouse or directly to show site. Materials sent to the advance warehouse must arrive by Monday, September 20, 2010. If shipping directly to show site, keep in mind that the venue will not accept Web 2.0 Expo New York materials until Monday, September 27, 2010. Shipping addresses are as follows:

Advance Warehouse	*Show Site*
TO: Exhibitor/Pod orBooth #	TO: Exhibitor/Pod or Booth #
FOR: Web 2.0 Expo NY	FOR: Web 2.0 Expo NY
c/o CHAMPION EXPOSITION SERVICES	c/o Champion Exposition Services
UPS Freight	Sheraton NY Hotel & Towers
295 Lombardy Street	811 7th Avenue, 53rd Street
Brooklyn, NY 11222	New York, NY 10019

Q. What is my set-up time?
A. Exhibitor move-in is on Monday, September 27, 2010. Labor will be available from 8:00am – 4:30pm

Q. Can I request early move-in?
A. Early move-in requests will be handled on a case-by-case basis. Call Champion at 800-723-1123 to request an early move-in time.

Q. Can I set up my own pod/booth?
A. Yes, Exhibitors may unpack, pack and arrange their merchandise and products in their exhibit. Exhibitors may install or dismantle their exhibit and lay carpet in their exhibit as long as the pod/booth size is 100 square feet or less and the work can be done without tools. Those performing the work must be employees of the exhibiting company and must carry identification to verify that fact.

Q. What are the height restrictions?
A. Linear booths cannot exceed 8' in the high zone and 4' in the low zone. Exhibitors with pod/booth properties that extend beyond the height restriction must submit a diagram to Show Management along with a written request for a variance. Show rules supersede all other guidelines outlined in the exhibitor center that is posted online.

Q. Can I carry my own equipment to my pod/booth?
A. Yes, an exhibitor may move material that can be carried by hand by one person in one trip, without the use of dollies, hand trucks or other mechanical equipment.

FREQUENTLY ASKED QUESTIONS, continued

Q. How do I order labor to install/dismantle my pod/booth and other pod/booth services such as furnishings, electrical, telecom and lead retrieval?
A. Order forms are located in the Exhibitor Center.

Q. Are there early bird discount deadlines for ordering items for my pod/booth?
A. Yes. The discount deadlines vary depending on the vendor and are specified on the individual vendor forms that can be found on the exhibitor's resource center. Payment must be received to qualify for these discounted rates.

Q. How do I get a lead retrieval device?
A. You can order a lead retrieval machine by filling out the order form in the Option Services Section of the Exhibitor Center.

Q. Can I use my booth/pod during non-exhibit hours?
A. Web 2.0 Expo NY exhibitors who wish to have meetings in the exhibit hall during non-exhibit hours will be allowed to do so provided that show management is notified in advance. Exhibitors must fill out the Exhibit Hall Access form provided by show management and submit it to show management to guarantee your guests easy access to the exhibit floor. Remember: all guests must have a Web 2.0 Expo NY badge in order to gain admittance to the show floor. Meetings must be confined the exhibiting company's pod/booth space.

Q. Are there complimentary registrations?
A. Yes. Exhibitors and sponsors receive complimentary exhibit staff badges for those working their pod/booth. Instructions to register for these badges are in the Exhibitor Center. Based on your level of participation, all sponsors are entitled to at least one complimentary full conference registration.

Q. When can I start moving out?
A. Exhibitor move-out is Thursday, September 30, 2010 from 1:00 p.m. – 11:59 p.m.
      Note: All carriers (trucking companies) must check in no later than **7:00p.m on Thursday, September 30, 2010**
      for freight pickup. Drivers not checked in by this time will risk the possibility of their shipments going out on the house
      carrier. All out by 11:59pm.

Q. Can I break down my pod/booth before the show closes?
A. No. Early pod/booth breakdown is not permitted.