



Denver 2014 Fall National College Fairs Exhibitor Manual

Location:

Colorado Convention Center
Hall A
700 14th Street
Denver, CO 80202
<http://denverconvention.com/>

303/228-8000

Fair Hours:

Saturday, October 18, 2014
1:00 p.m. – 4:00 p.m.

Transportation, Directions and Parking:

For directions to the Convention Center visit
<http://denverconvention.com/attend-an-event/getting-to-the-center/>.

The CCC has a 1,000-space parking garage. Affordable competitive rates are available. You may also [visit](#).

Flying into Denver? Book your Super Shuttle transportation [online](#) using the discount code: NACAC and save 10%.

Need more information?

E-mail collegefairs@nacacnet.org or info@nacacnet.org or call: 703/299-6823.

Fair Set-up Hours:

Friday, October 17, 2014
3:00 p.m. – 5:00 p.m.
Saturday, October 18, 2014
11:00 a.m. – 12:30 p.m.

Estimated Attendance: 3,500

Loading/Unloading:

The Colorado Convention Center allows exhibitors to handle their own materials from the parking lots or hotels outside the facility if it can be carried within 15 minutes without the use of dollies or any type of material handling equipment. Exhibitors may not borrow, rent, or bring their own hand carts, flat trucks, pallet jacks or other material handling equipment. Exhibitors are not allowed to unload vehicles on the adjacent streets. Any items that cannot be carried by one person must be handled by the Official Service Contractor. Modern Expo & Events will assist all exhibitors in bringing in any boxes and or items that cannot be "hand-carried by one person". In accordance with the Local 7, IATSE union jurisdiction, an exhibitor may not use any type of material handling equipment to move in exhibitor items. If material handling equipment is necessary, the exhibitor must make arrangements through Modern Expo & Events.

Exposition Services Provided by: Modern Expo & Events, 801/983-8128

Shipping Information (advance and direct):

Authorized Advance Shipping Address:
(Your Name/Institution)
(Booth Number)
Denver National College Fair
October 18, 2014
c/o Modern Expo & Events
Brede Exposition Services
5140 Colorado Blvd
Denver, CO 80216

Shipments must arrive no later than October 10, 2014.

Authorized **Direct** Shipping Address:
(Your Name/Institution)

(Booth Number)
Denver National College Fair
October 18, 2014
c/o Modern Expo & Events
Colorado Convention Center
700 14th Street
Denver, CO 80202

Shipments cannot arrive before October 17, 2014.

Material Handling Charge:

Average Cost is \$73 per 100lbs, minimum 200 lbs \$146. Please contact Modern Expo & Events, 801-983-8160 or expo@modernexpo.com, the decorator directly to arrange shipping. Make check payable to Modern Expo & Events.

Electrical Service:

Contact ACCC Client Utilities Department at 609/449-2291. Electrical service forms can also be found in the exhibitors kits.

Host Hotel:

Hyatt Regency Denver
<http://denverregency.hyatt.com/en/hotel/home.html>
at Colorado Convention Center
650 15th Street
Denver, CO 80202
303/436-1234
The Hyatt Regency is located across the street from the Colorado Convention Center.
Rate: \$149 Single/Double; \$174 Triple; \$199 Quad
Deadline: Friday, September 19, 2014

Please call in reservations to receive the NACAC rate or use the NACAC personalized reservation webpage (<https://resweb.passkey.com/go/CollegeFair2014>).

Contact Information:

For more information regarding this National College Fair, email Jennifer Pruzinsky at jpruzinsky@nacacnte.org or call at 703/299-6823.