

## Exhibitor Information Packet

Attached you will find the following important information  
about ASI Roadshow Plus show Phoenix 06/23/2020

- ◆ **Important Showcase Information** outlining the show format.
- ◆ **Exhibit Hours** are from 10:00 a.m -2:00 p.m.
- ◆ **Hotel Information** with addresses, shipping information, rates, and basic directions.
- ◆ **Exhibitor Reply Fax or Multi-Line Rep Reply Fax** to give us the information we need to better serve you during the week as well as indicate any special requests you may have.
- ◆ **End-Buyers** – distributor members will be allowed to escort their end-buyers into the show.

If there is any way that we can be of assistance to you before the show, please send an email to [roadshow@asishow.com](mailto:roadshow@asishow.com). You can also contact:

Mike Keller  
Executive Director Supplier Marketing  
(800) 546-3300 ext 3638  
[mkeller@asicentral.com](mailto:mkeller@asicentral.com)

# ASI ROADSHOW<sup>TM</sup> PLUS

WHERE NETWORKING AND EDUCATION INTERSECT

## Important Roadshow Information

- Hotel:** The hotel has been carefully selected to provide a clean, safe, and comfortable environment. Specific Hotel Information is enclosed. Please make your own hotel reservations directly with the hotel. **Make all reservations by the deadlines listed below and be sure to mention the ASI Roadshow when booking to ensure you get the ASI Roadshow rate.**
- Hours:** Exhibit hours are from 10-2 **Set-up will begin at 5pm – 7 pm June22nd or 7:00 a.m. on June23rd. Breakdown will begin at 2:00 p.m.** As a courtesy to your fellow exhibitors, please have your exhibit ready at 9:00 a.m. **and do not begin breakdown until 2:00 p.m.**
- Format:** Each exhibitor will have an assigned space. Fire and safety regulations prohibit racks and displays in the aisles or blocking exits. **If you require additional tables, please let us know ahead of time. WE WILL MAKE EVERY EFFORT TO ACCOMMODATE SPECIAL REQUESTS.**
- Shipping:** Enclosed is information for shipping packages to hotel. To ensure that your packages arrive on time, please follow the instructions carefully. Ship all packages to arrive **no sooner than two business days** before the show. **Catalogs & consumables should be shipped to Sheraton in quantities to cover that day's exhibits.** Please include the name of the Company and the Rep on the shipping label to facilitate delivery. Also, it is recommended that you bring tracking numbers on-site with you to help locate missing items. **Since ASI is charged for storage & handling, you will be charged if boxes are received earlier than the specified delivery window. Cost is \$25 USD/package per day.**
- Electricity:** Electricity is available at all locations for a **\$20.00 USD daily charge.** Please indicate on the **Exhibitor Reply Fax or Multi-Line Rep Reply Fax** if you require electricity so your exhibit can be placed near an electrical outlet. If you do not return your Exhibitor Reply Fax or Multi-Line Rep Reply Fax indicating a need for electricity, it may not be provided.
- Invitations:** All promotional products industry distributors are invited to attend,. Invitations to distributors are mailed, faxed, & emailed and followed up with telephone reminders.
- End-Buyer Portion:** Distributor members will be allowed to bring their customers into the show. The end-buyer will be identified by wearing a unique lanyard and a generic badge that is different than distributors which will say ESCORTED END-BUYER.
- Attendee List:** Contact information may be used only by the exhibiting company and cannot be transferred to another person or entity. Any misuse of this information will result in a \$1,500 USD fine. Attendee list is only available to ASI supplier/MLR members.

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## Hotel Information

**Don't forget** – Catalogs & Consumables shipped to Sheraton. They  
**should not** arrive more than **2 business days** prior to the show

### Monday, 06/22/20 Phoenix

**Hotel:** Four Points by Sheraton Phoenix North  
2532 W. Peoria Ave Phoenix, AZ, 85029 Phone:  
+1-602-943-2341

**Rate:** \$79.00/night  
**Deadline:** **Book by 05/16/20**

### Tuesday, 06/23/20 Phoenix

**EVENT:** Four Points by Sheraton Phoenix North  
2532 W. Peoria Ave Phoenix, AZ, 85029 Phone:  
+1-602-943-2341

**Shipping Info:** Please ship to yourself and your Company  
Name c/o ASI Roadshow at the  
Hotel Address. Also, use labels on last page  
to identify shipment.

For more detailed directions call hotels, or go to: [www.mapquest.com](http://www.mapquest.com)

### Local Transportation (to/from airport):

Taxi is approximately: \$40

## AGENDA

8:45 a.m. - 10:00 a.m.

Panel Discussion

10:00 a.m. - 2:00 p.m.

Tabletop Exhibits

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Just fill out the accompanying **Exhibitor Reply Fax** or **Multi-Line Rep Reply Fax**  
scan and email it to:

[mkeller@asicentral.com](mailto:mkeller@asicentral.com)

Fax: 866-709-6740

Any questions, contact Mike Keller at 215-953-3658

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## Exhibitor Reply Fax – Phoenix Show (June 23)

Please return via fax (866-709-6740) or email (roadshow@asishow.com)

In order to serve you better, we request the following information by May 18.

1. Company name to be listed in the show directory and on the website:  
Company Name: \_\_\_\_\_  
Phone #: \_\_\_\_\_ asi #: \_\_\_\_\_
2. Please list all exhibitor personnel. Indicate cities for staff not attending the entire week.  
Name: \_\_\_\_\_ Cell #: \_\_\_\_\_  
Email: \_\_\_\_\_  
Name: \_\_\_\_\_ Cell #: \_\_\_\_\_  
Email: \_\_\_\_\_  
Name: \_\_\_\_\_ Cell #: \_\_\_\_\_  
Email: \_\_\_\_\_

Note: Cell phone and email address information is for ASI Roadshow contact purposes only.

3. Do you need electricity? (There is a \$20USD Charge) Yes No

Name \_\_\_\_\_ asi/ \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Applications returned unsigned will result in a delay in processing.

\_\_\_ Please use the credit card that ASI Roadshow has on file.

\_\_\_ Please contact me about using a credit card.

**TOTAL:** \_\_\_\_\_

\_\_\_ I do not want my company to receive faxes from or on behalf of the following companies: ASI Show, Freeman, RCS, Travel Planners, and any person or entity providing goods or services related to operating a Show to the fax numbers listed in this document. I also do not consent for my company to receive faxes from or on behalf of ASI to the fax numbers listed in this document.

# Multi-Line Rep Reply Form (June 23, 2020)

Please return via email (roadshow@asishow.com)

In order to serve you better, we require the following information by June 1, 2020.

1. What line names will you be showing at the ASI Roadshow Plus?

(If you have additional lines, please list on a separate sheet.)

_____	Phone #:	_____	ASI #	_____
_____	Phone #:	_____	ASI #	_____
_____	Phone #:	_____	ASI #	_____

2. Please list all exhibitor personnel. ~~Please indicate cities for staff not attending the entire week.~~

Name: \_\_\_\_\_ Cell #: \_\_\_\_\_

Email: \_\_\_\_\_

Name: \_\_\_\_\_ Cell #: \_\_\_\_\_

Email: \_\_\_\_\_

Name: \_\_\_\_\_ Cell #: \_\_\_\_\_

Email: \_\_\_\_\_

Note: Cell phone and email address information is for ASI Roadshow contact purposes only.

3. Do you need electricity? (There is a \$20USD Charge) Yes No

Name \_\_\_\_\_ asi/ \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Applications returned unsigned will result in a delay in processing.

\_\_\_\_ Please use the credit card that ASI Roadshow has on file.

\_\_\_\_ Please contact me about using a credit card.

**TOTAL:** \_\_\_\_\_

\_\_\_\_ I do not want my company to receive faxes from or on behalf of the following companies: ASI Show, Freeman, RCS, Travel Planners, and any person or entity providing goods or services related to operating a Show to the fax numbers listed in this document. I also do not consent for my company to receive faxes from or on behalf of ASI to the fax numbers listed in this document.

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HOLD FOR ARRIVAL ON: \_\_\_\_\_

FOR COMPANY: \_\_\_\_\_

Contact: \_\_\_\_\_

Box \_\_\_\_\_ of \_\_\_\_\_

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FOR COMPANY: \_\_\_\_\_

Contact: \_\_\_\_\_

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HOLD FOR ARRIVAL ON: \_\_\_\_\_

FOR COMPANY: \_\_\_\_\_

Contact: \_\_\_\_\_

Box \_\_\_\_\_ of \_\_\_\_\_