

MOVE-IN GUIDE

Welcome to the 2026 NACS Show! We thank you for your support and wish you a successful show. To facilitate a smooth and efficient move-in, please note the following information:

MOVE-IN HOURS

Friday, October 2	12:00 noon – 5:00pm
Saturday, October 3	8:00am – 5:00pm
Sunday, October 4	8:00am – 5:00pm
Monday, October 5	8:00am – 5:00pm
Tuesday, October 6	8:00am – 5:00pm
Wednesday, October 7	8:00am – 10:00am*

**This time is for product placement and food preparation only.*

Removal of trash placed in the aisle during this time will be charged to the exhibitor!

All booths must be set by 5:00pm, Tuesday, October 6.

Overtime charges will apply for move-in all day on Saturday, Sunday and after 4:30pm on weekdays. All empty crates will be removed by 8:00pm on Tuesday, October 6 to allow for carpet installation and completion of exhibit hall preparations.

ADDITIONAL MOVE-IN / SHOW INFORMATION

EXHIBIT HOURS

Wednesday, October 7	10:30am – 5:30pm (New Exhibitor Area) 11:30am – 5:30pm (All Exhibits)
Thursday, October 8	10:30am – 5:30pm (New Exhibitor Area) 11:30am – 5:30pm (All Exhibits)
Friday, October 9	9:00am – 1:30pm (All Exhibits)

SMOKING POLICY

Smoking, vaping and/or any kind of tobacco sampling is not allowed anywhere inside the Las Vegas Convention Center during the NACS Show. There will be designated smoking areas outside the convention center. All tobacco samples provided by exhibitors must be in compliance with Nevada state regulations and tax requirements as well as Las Vegas Convention Center policies.

EXHIBITOR SERVICE CENTERS

The Exhibitor Service Centers will be open throughout the move-in process –

- North Hall: Just inside of the main entrance near booth N3005 Monarca Food Solutions.
- Central Hall: In the C3 service tunnel. Entrance near booth C4622 Hunt Brothers Pizza.
- Questions regarding material handling, furniture / carpet rentals, booth installation & dismantling, labor, hanging signs, electric, plumbing and any other Freeman forms and services, can be directed to Freeman at their service desk in each center.

NACSSHOW2026

ENERGY MAINTENANCE ASSOCIATION OF AMERICA **EMAI** **PEI** CONEXXUS **XX**

- Cox (Wi-Fi), Maritz (lead retrieval), Sodexo Live! (caterer), Lowe (refrigeration), Three Square (Food Donation) will also have a desk in each service center.

We strongly encourage you to make arrangements with these vendors well ahead of time to avoid delays and long lines.

SECURITY

NACS provides 24-hour perimeter security only. Please remember to secure any product or valuables at all times inside of your booth.

WORK PASSES/WRISTBANDS

Installation & Dismantle Personnel: If there are employees of your company coming to provide ONLY installation assistance, they may obtain a wristband from the security at the entrance to each exhibit hall. Exhibitor Appointed Contractors are required to have the approved credentials for access to the Las Vegas Convention Center. Badges must be visible at all times while on the Las Vegas Convention Center campus.

CHILDREN IN THE EXHIBIT HALL

Absolutely no children under the age of 18 will be allowed in the exhibit hall during move-in (and move-out) hours. This includes infants. This is both a NACS Show policy and a Las Vegas Convention Center policy. **No exceptions will be made under any circumstances.**

DISHWASHING AND HOT WATER FILL STATIONS

Dishwashing is prohibited in all public restrooms. All washing/cleaning of utensils and materials must be done at designated Dishwashing Stations. Look around for overhead hanging signage labeled “Dishwashing Area & Hot Water Filling Station” or view the floorplan [here](#). There are two stations in North Hall and three in Central Hall.

Hours of Operation:

- October 6 from 12:00 PM to 5:00 PM
- October 7 & 8 from 7:30 AM to 6:00 PM
- October 9 from 7:30 AM to 7:00 PM

North Hall:

- Build-out stand near Fremont Grill Concession Stand near booths N3267 & N3265
- Build-out stand near Vegas Street Eats Concession Stand near booths N278 & N268

Central Hall:

- Build-out in Foodservice section near booth C5685 (Thermoseal)
- Concession Stand in C5 Blockhouse in Fuels section
- Express station build-out in C2 near booth C4298 (Drop off only; not a hot water fill)

ICE AND HANDWASHING KITS

These can be purchased on site at the following locations:

- **North Hall:**
 - **Fremont Grill** concession stand near booths N3253 & N3245
 - Hours: 10/6; 12 – 5 pm: 10/8 & 10/9; 7:30 am – 6 pm: 10/9; 7:30 am – 1:30 pm
 - **Vegas Street Eats** concession stand, far east side of the hall near booths N262 & N268
 - Hours: 10/6; 12 – 5 pm: 10/8 & 10/9; 7:30 am – 6 pm: 10/9; 7:30 am – 1:30 pm

- **Central Hall:**
 - **Market Fresh** concession stand, service tunnel entrance near Hunt Brothers Pizza booth C4622 and PIM Brands C4429
 - Hours: 10/6; 12 – 5 pm: 10/8 & 10/9; 7:30 am – 6 pm: 10/9; 7:30 am – 1:30 pm
 - **Concession Stand in C5 Blockhouse in Fuels section**
 - Hours: 10/6; 12 – 5 pm: 10/8 & 10/9; 7:30 am – 6 pm: 10/9; 7:30 am – 1:30 pm

COSTUMED CHANGE ROOMS

All mascots and costumed personnel can use these designated rooms for costume changes and/or short breaks. These areas are publicly accessible and are not secured or lockable. Look for nearby signage labeled “Costumed Character Change Room”.

North Hall:

Near Booth N1914 ITG Brands
Behind booth N3205 Bazooka Brands

Central Hall:

Two near Uncle Ray’s booth C4169
C205 - bulkhead upstairs C5 Blockhouse in Fuels

ONSITE ASSISTANCE

Our expert team of floor managers will be available to assist you at any time during move-in.

Mike Stella	Booths N200-N1699 (North)	Desk near JTI LIGGET, N1115
Mary Birnie	Booths N1700-N3299 (North)	Desk near Mars Snacking, N2605
Barry Schlossberg	New Exhibitor Area only (Central)	Desk near Hoover Architectural Solutions Reynobond, C3398
Pam Stubbs	Booths C3600-C3659-5099 (Central - excluding New Exhibitor Area)	Desk near Uncle Ray’s, C4169
Tom Pivarnik	Booths C5100-C6599 (Central)	Desk near Bake’n Joy Foods Inc, C5301
Barbara Powell	Booths C6600-C7499 (Central)	Desk near Franklin Electric, C6601

PRIORITY POINT PENALTIES

Failure to adhere to NACS Show rules and regulations will result in the loss of priority points.

- Early Tear Down (Penalty – 7 points)
 - Any exhibitor who begins to tear down or dismantle their booth early (before 1:30 pm on October 9), **in whole or in part**, without preapproval from show management will be subject to priority point penalties. **No exceptions.** If your travel plans require you to leave the hall early, please make arrangements with Freeman or your contractor to have your booth dismantled after the show closes. Tradeshow contacts will be notified via email if a penalty is assessed.
- Show Rules Violations (Penalty - 1 point per citation)
 - Penalties will be assessed to the primary exhibitor (contract holder) for any violations made by their representatives, secondary exhibitors, or contractors.
 - *Display Guidelines* – violations that are not remedied onsite (i.e. late set-up, excessive display height and space restrictions)
 - *Exhibitor Conduct* – Failure to adhere to exhibitor conduct policies as outlined in the rules and regulations, including but not limited to marketing/soliciting outside of booth, excessive noise, etc.
- Default of Occupancy (No Show) (Penalty – 7 points)

- Exhibitors failing to occupy contracted space are not relieved of their obligation to pay full space rental fees.
- Management has the right to claim any space not occupied and, in the sole opinion of show management, set up to exhibit by 5:00 p.m. on Tuesday, October 6 and to reassign or use such space in any way without releasing original Exhibitor from their contracted obligations.

Show management reserves the right to increase loss of priority point penalties as it sees fit (over and above the ranges listed above and potentially up to all priority points earned by the exhibitor to date) due to severe or multiple violations of show policies.

SOLICITING/OUTBOARDING/SUITCASING PREVENTION - HOTLINE NUMBER

Please help be our eyes and ears on the show floor, stop sales and soliciting in the aisles. Please report any violations you observe to your floor manager, NACS Staff, or security, or by call the show office (Room N238) at 702-943-3500. NACS will investigate all complaints of soliciting.

IMPORTANT ROOM LOCATIONS AND PHONE NUMBERS

<u>Vendor/Service</u>	<u>Location/Room</u>	<u>Phone Number</u>
Freeman Service Desk	North Hall - (just inside the main entrance, near booth N3005 Monarca Food Solutions) Central Hall (service tunnel near booth C4622 Hunt Brothers Pizza).	855-591-7957
NACS Show Office	ROOM N238	702-943-3500
Housing/Hotels (Connections)	Near Room N245	404-371-3394
Shuttle Bus (Supervisors)	Near Shuttle Bus Area	800-869-3696

****NEW EXHIBITORS ****

Meet Retailers Before the Expo! Space is Limited.

[Convenience Connect](#) is an exclusive opportunity for NACS supplier members to hear directly from convenience retailers about how they discover new products and maximize their time at the NACS Show. During this 90-minute session, a panel of retail leaders will share what they look for in new products, how they evaluate potential supplier partners, and tips for making meaningful connections. The session concludes with 30 minutes of networking over light refreshments, giving you the chance to continue the conversation and build valuable relationships. Don't miss this unique supplier opportunity to gain insights and make connections that can help grow your business.

Wednesday, October 7, 2026

8:30 AM - 10:15 AM PDT

Westgate Las Vegas - Pavillion 9

[Click here for retailer profiles and to add to your calendar.](#)

Only 50 seats available. First-come, first-served at the door (send one person per company, please).

Join us to learn what's top-of-mind for your customers and how you can help them improve their businesses!