



# RPM@Reno Western Workshops Exhibitor Information

		<h2>Workshops Freight Hold For Exhibitor</h2> <p>Warehouse, please store this freight with other Workshops freight.</p>
Exhibiting Company	RPM Promoters Workshops	
Package Number	Of	Total Packages

## Specimen Freight ID Label Provided To Exhibitors

## Shipping & Freight Handling Instructions Provided Exhibitors

**RPM@RENO WESTERN WORKSHOPS LABELING INSTRUCTIONS: IN ADDITION TO COMPUTER GENERATED ADDRESS LABELS...** Please print the RPM Workshops Identity Labels linked above. Print as many as needed, cut, and affix one to each piece of freight. On each label, enter the name of your firm along with the package number and the total number of packages.

**SHIPPING INBOUND TO THE SILVER LEGACY: SHIP UPS OR FEDEX GROUND ONLY:** The Silver Legacy requires inbound shipping via UPS/FedEx Ground only. We do not guarantee delivery of freight with other shippers. Postal packages and overnight shippers are not delivered to the Silver Legacy warehouse personnel who receive and inventory all RPM-related freight. **SHIPPING ARRIVAL DATES:** Ship freight to arrive between 11/29/2024 or after, and before 12/3/2024, not earlier, not later. Note Thanksgiving is November 28, 2024, and UPS is inoperative during the extended holiday weekend. Shipments without allowance for the delay may be jeopardized. Weather also can cause delays at this time of year.

**SHIPPING TO:**  
**SILVER LEGACY RESORT CASINO**  
**HOLD FOR: RPM WORKSHOPS (Vendor Name)**  
**407 N. VIRGINIA STREET**  
**RENO, NV 89501**

**FREIGHT DELIVERY TO BOOTHS TUESDAY:** Tuesday afternoon, December 3, 2024, at a time to be posted, The Silver Legacy Warehousemen will deliver exhibit freight to each booth.

**INBOUND SHIPPING, UPS OR FEDEX GROUND ONLY:** The Silver Legacy requires inbound shipping via UPS/FedEx Ground only. The Workshops and the Silver Legacy do not guarantee delivery of freight with other shippers. Postal packages and overnight shippers are not delivered to the Silver Legacy warehouse personnel who receive and inventory all RPM-related freight.

**OUTBOUND SHIPPING:** All outbound shipping is to be through UPS or FedEx Ground. Please prepare personnel with destination addresses for return shipments, account numbers, and other necessary information. Outbound shipments may be prepaid by COD, or you may use a call tag for pickup. Call tag arrangements are the responsibility of your personnel. All outbound freight will be shipped Monday, December 9, 2024. Left over undocumented freight will be sent COD to the last origin address.



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Exhibiting Company **RPM Promoters Workshops**

Package Number **Of** Total Packages



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Dear Exhibitor;

We have not completed the layout of the room and you will receive your booth number upon arrival, along with your credentials. Credentials will remain as they have been done in the past this year and if you have registered for Reno, you may be asked to preserve your credential for the Daytona show in February and you will be responsible for it.

**RPM@RENO SCHEDULE:** Tuesday, December 3, 2024: 6:30 p.m. - 7:30 p.m. credentials may be claimed at "NOVI" in the Eldorado. Wednesday, December 4, 2024, Exhibits open 8:30 a.m., Sessions 9:30 a.m. - 5:00 p.m. Thursday, December 5, 2024 Exhibits open 8:30 a.m., Sessions 9:30 a.m. - 5:00 p.m.

**CREDENTIAL NOT REQUIRED FOR TUESDAY SETUP:** A credential is not required Tuesday, December 3 in the evening for entry to the exhibit area.

**RPM@RENO FREIGHT:** Tuesday afternoon, December 3, 2024 at a time to be posted, Silver Legacy Warehousemen will deliver exhibit freight to each booth.

**RPM@RENO EXHIBIT TOUR HOURS, WEDNESDAY AND THURSDAY:** Time is set aside in our agenda midway through Thursday and Friday afternoons for attendees to visit with exhibitors. Upon your arrival at the Workshop, please read your pocket guide and note the time. Plan to be in your booth during the period.

**RPM@RENO, SECURITY:** Prepare your reps to secure their merchandise of value after show hours, each day. While there is after-hours security, and exhibit spaces will be locked and monitored by security, the hotel, and RPM Workshops are not responsible for loss or damage to exhibits or exhibit merchandise.

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**RPM@RENO FREIGHT SHIPPING ADDRESS**

RPM PROMOTERS WORKSHOPS  
C/O SILVER LEGACY RESORT CASINO  
HOLD FOR: RPM WORKSHOPS (Vendor Name)  
407 N. Virginia Street  
Reno, NV 89501

**RPM@RENO PACKAGE IDENTITY LABELS LINKED ARE IN THIS DOCUMENT** with shipping instructions and Workshops shipping labels. Print these labels. Cut and affix them to your freight accompanying other computer-generated shipping labels. These labels enable the Silver Legacy Warehouse to sort and assign freight.

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We appreciate your support of 52<sup>nd</sup> Annual RPM Promoters Workshops. See you at the Silver Legacy!