

2025 SUMMER LAS VEGAS MARKET LOGISTICS RATES & MATERIAL HANDLING INFORMATION BUILDINGS A, B & C PERMANENT EXHIBITORS

Our Logistics goal is to ensure your success! The information provided is designed to be helpful for your planning process. Logistics can be contacted via email at WMCLVSHIPPING@andmore.com or at (702) 599.3332.

OVERVIEW OF DEADLINES

Extended after-hours / weekend dock access. Appointment required	Saturday, June 28, 2025
Load out deadline	Friday, July 18, 2025
Move-in Freight delivery deadline	Tuesday, July 22, 2025
Atrium clear deadline	Thursday, July 24, 2025 at 12:00 p.m.
Hallway clear deadline	Friday, July 25, 2025 at 12:00 p.m.
Move-out begins	Friday, August 1, 2025 (by appointment)

DOCK HOURS

Between Markets	Monday – Friday 8:00 a.m. – 4:30 p.m. (by appointment)
Show Move-In (30 days prior to Market)	Hours extended, as needed, by appointment

SCHEDULING AND COORDINATION

Appointments for Market open 90 days in advance. Scheduling as far in advance as possible is encouraged.

Logistics encourage exhibitors to use the dock scheduling application. C3 Solutions provides real-time access and details about your appointments. Here are some benefits you can look forward to.

- **Real-time access to loading dock appointments with the ability to schedule electronically**
- C3 Solutions is a web-based platform that is enhancing our current logistics playbook for dock appointments
- This solution will help all loading docks operate with consistency and provide best-in-class service to you, our customers
- ANDMORE will be able to better manage the full lifecycle of the appointment and provide tenants with automated updates

If you have not received a user log in or for application assistance, please email C3help@andmore.com. For further details on our new system, check out our [customer user guide](#).

To go directly to the application.

Click this link [C3Reservations/ANDMORE](#) or scan the QR code.



INCOMING SHIPMENTS

To expedite delivery to your showroom, use the following checklist:

- Consignee must be listed as your company name with showroom number
- Shipments must be clearly labeled. Improperly addressed freight may cause a delivery delay or be returned to shipper if the consignee information is incomplete. The Exhibitor/consignee is responsible for any additional fees caused by delays.
- Ship prepaid, as it is our policy not to accept collect shipments

Each building at the WMCLV campus has an individual destination address. Please be sure to label your shipments with the appropriate address as shown below. Errors in shipment address may cause delays or refusals of shipments.

Errors in shipment Consignee and address may cause delays or refusals of shipments.

BUILDING A	BUILDING B	BUILDING C
Exhibiting Name	Exhibiting Name	Exhibiting Name
495 S Grand Central Pkwy	475 S Grand Central Pkwy	455 S Grand Central Pkwy
Showroom Number	Showroom Number	Showroom Number
Las Vegas NV 89106	Las Vegas NV 89106	Las Vegas NV 89106

Freight Specifications and Weight Limits

- Pallets should be no more than 6'L x 4'W x 8'H and weigh no more than 1500 pounds
- Extended: Pallets will need to have 4-way access for movement
- Crates should have non-marking wheels in proportion to the crate size and be in good working order. If the crate does not have wheels, it should have the necessary openings at the bottom to allow for a forklift and a pallet jack for easy access. Crate sizes and weights should follow the same dimensions as pallets, 6'L x 4'W x 8'H and weigh no more than 1500 pounds

DOCK FREIGHT MOVEMENT

- All freight movements, inbound/outbound handled by WMCLV Logistics, Exhibitor or third party for exhibitor, requires a dock appointment at all buildings. Appointments for Market open 90 days in advance. **Scheduling as far in advance as possible is encouraged**
- The dock area is for the active loading or unloading of merchandise. There is no parking availability in the dock areas. All vehicles left unattended on the dock may be towed at the owner's expense. **NO PARKING IS ALLOWED IN ANY RED CURB OR YELLOW STRIPED AREA**
- The WMCLV campus requires all freight movements be conducted through the docks to ensure safety and to maintain the aesthetic integrity of our campus

LOGISTICS RATES

Published rates below are based on a 53-foot floor loaded trailer. The rates include truck (un)load, freight movement to/from showroom, placing items in nearby hallways and/or freight lobbies and packing debris removal. **Placing items inside the showroom is not included.** Surcharges may be applied to overweight, oversized, stacked, late arrival and/or unscheduled shipments. See below for a full description of the TRUCK TERMS DEFINED.

SIZE & SHIPMENT DESCRIPTION	LOOSE RATE	PALLETIZED RATE
Full Truckload	\$750.00	\$675.00 (13+)
Half Truckload	\$420.00	\$375.00 (7-12)
Quarter Truckload	\$220.00	\$195.00 (5-6)
Minimum Truckload	\$105.00	\$ 95.00 (3-4)
Under Minimum	\$ 45.00	\$ 38.00 (1-2)

Freight Surcharges

- \$300.00 applies for cancellations under 48-hour notice, no show and late arrivals. Appointments that are late 15 minutes. after scheduled time
- \$300.00 Surcharge applies to unscheduled freight services (inbound or outbound). This applies to appointments that arrive before their scheduled time
- \$300.00 After deadline Fees, billable for each occurrence after the published deadline dates
- \$300.00 Special Handling, including but not limited to, oversized and overweight freight, plus any additional labor (published rates) to break down shipments if needed

Other Surcharges


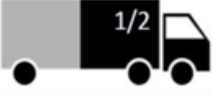



- Unauthorized storage in common areas, \$100.00 daily with a \$500.00 minimum
- \$500.00 for noncompliance of debris handling
- \$500.00 for noncompliance of clean floor
- Shipments dropped (by any carrier) at the WMCLV campus and left in the incorrect location will be assessed delivery fees

USPS Mailroom Package Delivery

Year Round (between Market)	Up to 5 pounds	\$10.00 ea.	6 pounds +	\$27.00 ea.
Market Move-In (2 weeks prior)	Up to 5 pounds	No Charge	6 pounds +	\$27.00 ea.
During Market Delivery	All packages	\$27.00 ea.		

Truck Terms Defined

The terms below for loose shipments are based on a 53-foot floor loaded trailer, while the pallets are defined by the count of standard pallets.

Description Name/Image	Loose	Palletized
Full Truckload 	Full 53'+ of floor loaded loose product	13 + pallets
Half Truckload 	Up to ½ of floor loaded loose product	7-12 pallet
Quarter Truckload 	Up to ¼ of floor loaded loose product	5-6 pallets
Minimum Truckload 	The equivalent of 4 standard pallets (floor space) of loose product	3-4 pallets
Under Minimum Truckload 	The equivalent of 2 standard pallets (floor space) of loose product	1-2 pallets

Limitation of Liability & Responsibility for Material Handling Services

Exhibitor agrees that the acceptance by ANDMORE, its contractors, agents, affiliates, or employees ("ANDMORE"), of custody or control of any merchandise or other property shall not constitute a bailment. Exhibitor agrees that merchandise or other property handling or storage by ANDMORE is at exhibitor's sole risk and hereby waives, releases, discharges, and covenants not to sue ANDMORE from any and all actions, claims, costs, liability, or damages of any kind or nature arising out of or relating to any loss of or damages to any such merchandise or other property. Exhibitor shall defend and indemnify ANDMORE against all liability, losses, claims, and demands on account of damages to property. ANDMORE shall not be liable for lost profits or other consequential or incidental damages.

Tenant/Exhibitor Self Unload

Tenants are not required to use Logistics services to load or unload and may use any carrier or crew of choice. ANDMORE requires a self-unload fee of \$199.00 per truck.

Tenants or third parties must bring their own equipment for loading and unloading, as WMCLV does not provide equipment for loan or rent.

Below are the debris removal rates for self-assisted dock use on inbound items:

Exhibitor unload debris removal	\$ 219.00 Per truck
Small package debris removal	\$ 219.00

Invoicing is automated based on scheduled appointments, and Exhibitors are responsible for canceling or rescheduling appointments if necessary.

PRIVATELY OWNED VEHICLE (POV)









The Campus POV service is intended for private/passenger vehicles and is used for transporting event-related materials like pantry/bar goods, décor items, or local marketplace purchases. We offer a complimentary POV service with logistics assistance.

Leaving vehicles unattended is not allowed. Two individuals are required to stay with the vehicle - one to accompany the items to space and another to relocate the vehicle from the area.

Showroom products (company branded items for the intention of order writing) are not permitted in the complimentary POV lane and are subject to Logistics handling fees and after deadline fees as they apply. Vehicles that do not qualify for this service, or that have products that requires mechanical assistance to unload, will be redirected to the dock Manager and may be subject to marshalling or an extended wait time.

The determination of POV services versus freight unloading will be made at the discretion of Logistics Management. Any disputes will be handled at the time of unloading.

Tiping of labor is prohibited and will result in the immediate termination of the employee accepting a tip.

Qualifying Vehicles	Vehicles That Do Not Qualify
 Sedan  SUV  Pickup  Van	 Trailer  Minivan  Box truck  Stakebed
POV Dates (Logistics assisted)	Hours
Friday, July 25, 2025	8:00 a.m. – 4:00 p.m.
Saturday, July 26, 2025	8:00 a.m. – 4:00 p.m.

FEDERAL EXPRESS, UPS, COURIER DELIVERIES

WMCLV is not responsible for mislabeled or misdelivered packages and assumes no responsibility for delivery of such. Shipments dropped by any carrier at WMCLV and left in the incorrect location will be assessed a delivery fee.

Small packages from carriers such as FedEx, UPS, DHL, and Amazon are delivered by the carrier directly to the showroom as listed on the label, and not by WMCLV personnel.

Users of Amazon Prime may find items have been delivered via US Postal Service (USPS). USPS does not deliver directly to showrooms. These packages will be delivered to the mailroom in Building A. Please check your tracking for verification.

UPS (800) 742-5877

FEDEX (800) 463-3339

DHL (800) 225-5345

AMAZON (888) 280-4331

OVERSEAS SHIPMENTS

To expedite overseas shipments, please include the following information:

Overseas and US contact person	Exhibiting Co. & Showroom Number
Origin of shipment	Kind of shipment – air or ocean
Email address for response from WMCLV	

All shipments of imported merchandise require ultimate consignee identification numbers to be cleared by U.S. Customs and Border Protection. ANDMORE/WMCLV is not the ultimate consignee, and we will not provide tax identification numbers for the purpose of receiving imported samples. The tenant/exhibitor, as the ultimate consignee, must provide their own identification number. Please contact Customs and Border Protection for a CBP issued ultimate consignee identification if you do have a U.S. Tax ID number at (202) 354-1000. The web address is www.cbp.gov.

SHOWROOM SETUP

Access and egress routes shall be maintained so that any individual(s) can move without undue hindrance, on personal initiative and at any time, from an occupied position to exits.

During Market set up, incoming freight may be staged in the hallways. Please note that WMCLV is not responsible for any items staged in the hallways. Tenants staging product in the hallways do so at their own risk. Product or items that are not trash MUST be clearly marked

- Unpacking and assembly must be completed inside leased space, not in the hallways or corridors
- **NO** freight will be placed in the Atrium areas
- All **EXIT** components, corridors, stairways, doors, etc., require a width maintained at a 4-foot minimum
- A 3-foot radius must be maintained around Fire Control Panels at all times
- **NO** storage or obstruction permitted in front of exit doors at any time
- **NO** contractor activity, saw cutting, painting, etc., permitted in common areas at any time
- Spray painting is prohibited in all areas of the campus, including but not limited to showrooms, skybridges, freight lobbies, and hallways.
- Crash doorways must be kept clear of obstructions at all times
- Corridors leading to EXIT stair wells must remain clear of obstructions at all times
- Corridors leading to ATRIUMS must remain clear of obstructions at all times
- Leaving deliveries in hallways or storing merchandise in front of doorways – even for a few short hours – could be life-threatening if a fire breaks out and you need to evacuate. All emergency exit doors, hallways, pathways, and stairways must be kept clear.
- Freight packing debris needs to be broken down, bagged and/or boxed before placing in the common hallway for disposal pickup. Additional fees apply for noncompliance.

Debris Removal

Please contact Logistics at 702-599-3332 for debris removal services.

Beginning, Monday, July 7, 2025, a debris team will be continuously removing packing material debris from the common areas and hallways.

For disposal of large items such as displays, large shelving units, temporary walls, contact Logistics at 702-599-3332. Additional fees may apply.

General Labor Services

General Labor is available and limited to activities such as unboxing freight, lifting/moving heavy items, placing items as directed, unpacking, installing light cans/bulbs (two-people required), and performing light assembly with basic directions. All general showroom labor requests may be subject to a 4-hour minimum per individual. A general labor request must be submitted 24-hours in advance.

To request general labor, please submit your request no later than 1:00 pm the day prior or at least 24 hours' notice. Email WMCLVShipping@andmore.com or call (702) 599.3332 to submit your request.

An Exhibitor representative is required to be present during showroom setup or breakdown to provide supervision.

General Labor Rates

Monday – Friday 8:00 a.m. – 4:30 p.m.	\$27.00 per hour
Weekend, early A.M or late P.M (only available during move-in)	\$40.00 per hour
Supervisor	\$40.00 per hour
Supervisor, weekend (only available during move-in)	\$60.00 per hour
No show / cancellations (under 48 hours)	A minimum of four hours of service per individual is required for the scheduled rate to apply.

Limitation of Liability & Responsibility for Material Handling Services

Exhibitor agrees that the acceptance by ANDMORE, its contractors, agents, affiliates, or employees (“ANDMORE”), of custody or control of any merchandise or other property shall not constitute a bailment. Exhibitor agrees that merchandise or other property handling or storage by ANDMORE is at exhibitor’s sole risk and hereby waives, releases, discharges, and covenants not to sue ANDMORE from any and all actions, claims, costs, liability, or damages of any kind or nature arising out of or relating to any loss of or damages to any such merchandise or other property. Exhibitor shall defend and indemnify ANDMORE against all liability, losses, claims, and demands on account of damages to property. ANDMORE shall not be liable for lost profits or other consequential or incidental damages.

CLEAN FLOOR PROCEDURES

To facilitate final Market preparations in hallways, common areas, and atriums, no product, or debris (packing materials) may be placed outside of your showroom after the “clean floor” cutoff dates listed below. Approved displays and sponsorships may remain in set locations.

Atriums	Thursday July 24 at 12:00 p.m.
Hallways	Friday, July 25 at 12:00 p.m.

Any additional freight received after the deadlines noted above will be delivered to the freight lobby of the corresponding showroom floor. Tenants must break down the shipment in the freight lobby area and move the items directly into the showrooms.

Any items remaining in the atriums, hallways and/or common areas after this deadline will be removed and discarded at the tenant’s expense. Tenants who are found to be noncompliant with the guidelines will be assessed additional fees.

Deliveries During Market Hours

During Market hours, delivery of freight shipments to showrooms is not permitted. Shipments arriving during Market hours will be placed in the freight lobby on the same floor as the showroom and the tenant will be notified.

It is not WMCLV policy to refuse shipments to campus. If you need to make changes to late shipment arrivals, please reach out to your carrier.

STORAGE

Product

WMCLV does not offer onsite storage of products. You may store product offsite with any vendor of choice or you may utilize the services of PGHLV. Cathy Pavao with PGHLV can be reached at 773-270-7016 or via email at Cathy@pghlv.com

It is the responsibility of the owner of the product to ensure the product is packed in a manner that will keep it safe while being loaded, transported, unloaded, reloaded, and transported again. All items must be palletized with shrink wrap. WMCLV assumes no responsibility for damages. Please refer to *Overview of Deadlines* and *Logistics Rates* for deadlines and rates.

No storage is available during Market days or between Markets in any common areas, such as but not limited to freight lobbies, loading docks, atriums and hallways. Tenants who are found to be noncompliant with the guidelines will be assessed additional fees.

Empty Crates/Pallets/Packing supplies

Storage of empty containers, cartons, crates, or fiber cases with packing materials is available. **Loose items, samples/product and fixtures will not be accepted.**

Empty storage labels may be obtained from a Logistics Floor Manager or the Tenant Relations office. Please clearly label each pallet with showroom number, company name and vendor line (if applicable). Please contact Logistics at 702.599.3332 or WMCLVShipping@andmore.com to arrange for pickup of your empty containers. **Tenants DO NOT have access to empty storage during Market.**

The return of the empties will begin at the close of Market, 4:00 p.m., on Thursday, July 31, 2025. The empty return process may take up to two (2) hours.

Empty Storage Fee	\$ 60.00 ea. (standard 48"x 40")
	\$120.00 ea. (oversized pallet or crate)

PRODUCT REMOVAL – POST MARKET

Outbound freight shipments begin the Friday the following the close of Market. Dock appointments for outbound shipments are required.

Product and boxes should be stored inside the showroom or in the hallway outside of the showroom until the scheduled truck arrives at the dock.

For any inside freight pickups by a carrier, tenants should (1) notify their Tenant Relations Manager to grant showroom access, (2) provide a completed Merchandise Release Form, and (3) schedule a dock appointment for access to the dock.

HAND CARRY INFORMATION

What is Hand Carry?

Product that can be hand carried by only one person through the main entrance of the facility during move-in and move-out.

Hand Carry Requirements:

Any product being hand-carried from a showroom from a sale or donation requires a Merchandise Release Form. This can be obtained from your Tenant Relations Manager.

Hand carry does not include the use of four-wheel dollies, two-wheel dollies or four-wheel push carts. The Security officer at the point of exit will collect the form.

OUTGOING UPS, FEDERAL EXPRESS AND COURIER PACKAGES

Tenants who have preprinted carrier labels must contact UPS and FedEx directly for pickup of packages from the showroom. Tenants must package, seal, and label shipments with the correct name, street address, city, state, and zip code.

PLEASE NOTE: World Market Center Las Vegas does not have a formal pickup location for parcel carriers such as UPS or FEDEX. Pickup requests should be submitted as needed, the location for pickup would be the tenants showroom suite number.