MOTORTREND
INTERNATIONAL
AUTO SHOW
LAS VEGAS

This Service & Information Manual contains material that is vital to the successful planning, marketing and management of your display in the MotorTrend International Auto Show-Las Vegas. Failure to read this manual and respond promptly in ordering services could result in higher rates.

The services and contractors listed in this manual are for your convenience. MotorTrend Decorating is the official show general contractor and exclusive labor provider.

Please note that insurance policies must provide coverage for all dates from move in through move out. All additional insured information required is listed in the Important Rules and Requirements section of this manual. All insurance policies must be completed correctly. Policies that are not completed correctly will be returned. All exhibit set up contractors must submit a correct and complete policy at least thirty (30) days prior to the first move in day of the show or they will not be permitted to work in the Las Vegas Convention Center.

The most up-to-date exhibitor information, including CAD floor plans (DWG Format) can be found online: **www.AutoShowLV.com**. For online exhibitor orders please visit **https://motortrendautoshowsdeco.com/.**

Attention Exhibitors: If you have previously ordered services from MotorTrend Decorating last show season, you do not need to re-register. Please enter the same email and password from last year. If you have forgotten your password, please click "forgot password" and a new one will be sent to you.

It is important that you review this manual with those individuals or agents having responsibility for your participation in the show. MotorTrend Auto Shows thanks you for your cooperation and we wish you a most successful MotorTrend International Auto Show-Las Vegas!

Show Management
MotorTrend Auto Shows

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Exhibitor Action Item Checklist

2020-Model MotorTrend International Auto Show-Las Vegas

Action Items	Deadline Date
•Mailed liability insurance policy to MTAS	August 13
•Ordered electrical service	August 13
• Sent electrical/phone blueprints to MTAS, Convention Electrical Services	August 13
•Ordered telecom service	August 13
•Ordered vehicle detailing	August 13
•Contacted MTD for all labor needs	August 13
•Ordered discount admission tickets	August 30

Directory of Contractors & Facilities

SHOW MANAGEMENT
On-site Show Management Contact
Derek Walsh
Phone: (310) 259-2794
Derek_Walsh@motortrend.com

SHOW FACILITY
Las Vegas Convention Center/N3&4
3150 Paradise Road
Las Vegas, NV 89109
Phone: (702) 892-0711
Fax: (702) 892-2824

ELECTRICAL SERVICES
Convention Electric Services
Phone: (909) 623-5192

TELECOM SERVICES
Cox Business Services
3150 Paradise Road
Las Vegas, NV 89109
Phone: (855) 519-2624

OFFICIAL GENERAL CONTRACTOR AND EXCLUSIVE LABOR PROVIDER
MotorTrend Decorating
831 South Douglas
El Segundo, CA 90245
gsc-ne@motortrend.com

EVENT SECURITY
SOA
3405 Cambridge Street
Las Vegas, NV 89169
Phone: (702) 386-8065

HOTELS ADJACENT TO CONVENTION CENTER
Renaissance Las Vegas Hotel
3400 Paradise Road
Las Vegas, NV 89169
Phone: (800) 750-0980

Courtyard by Marriott
3275 Paradise Road
Las Vegas, NV 89109
Phone: (800) 661-1064

PUBLIC RELATIONS
Derek Walsh
Phone: (310) 259-2794

FOOD CONCESSIONAIRE
Centerplate
Las Vegas Convention Center
3150 Paradise Road
Las Vegas, NV 89109
Phone: (702) 943-6779
Karen.Falco@Centerplate.com

VEHICLE DETAILING
Cosmetic Car Care
12 Mauchly, Bldg F
Irvine, CA 92618
Phone: (949) 453-1200
Fax: (949) 453-1207

SHOW FLEET BY PROFESSIONAL DETAILERS
601 North Batavia Street
Orange, CA 92868
Phone: (800) 457-7558
Fax: (949) 460-0339

General Show Information

Public Show Dates & Hours

Friday, September 13 through Sunday, September 15, 2019

Friday	9 a.m.	to	6 p.m.
Saturday	9 a.m.	to	6 p.m.
Sunday	9 a.m.	to	4 p.m.

Show Location

Hall S4
Las Vegas Convention Center
3150 Paradise Road
Las Vegas, NV 89109
(702) 892-0711

Hotel Information

Renaissance Las Vegas
3400 Paradise Road
Las Vegas, NV 89169
(800) 750-0980

Courtyard by Marriott
3275 Paradise Road
Las Vegas, NV 89109
(800) 661-1064

Show Management

On-site assistance is available by contacting show management at (310) 259-2794.

Employee Appreciation Days – All Show Days

Dealership employees submitting proof of dealership employment or a paycheck stub, along with a driver's license, at the exhibitor registration desk will receive free admission to the show. Dealership employees may bring one guest.

Parking

Free parking in Platinum Lot #3 all show days.

Move In & Set Up Information

Electric, Telecom & Carpet Installation

Installation for electric and telecom services will be done on Wednesday, September 11. Motor Trend Decorating, the show's general contractor, will commence carpet installation after electric and telecom lines are placed.

Freight & Factory Displays

Unloading of freight will begin on Tuesday, September 10 starting at 2:00pm. Trucks will not be permitted to enter the unloading area until their scheduled time. All freight and factory displays must be unloaded by 4 p.m. Specific unloading times are listed below:

Unloading Schedule - Tuesday, September 10

Space Number	Time
Buick, Chevrolet, GMC, Toyota, Hyundai	2 p.m. to 4 p.m.
FCA, Ford, Honda	2 p.m. to 4 p.m.
Lincoln	2 p.m. to 4 p.m.
VW, Subaru	2 p.m. to 4 p.m.

NOTE: *Overtime penalties will apply to all exhibitors who do not check in during their assigned time slots. Please contact the show office if your exhibit trucks cannot meet your scheduled unloading time.*

Exhibit Set-Up Schedule-MotorTrend Decorating-Exclusive Labor Contractor

Exhibitors should schedule display labor with MotorTrend Decorating to begin at 8:00 AM on Wednesday, September 11.

Vehicle Move In

All exhibit areas must be ready by Thursday, September 12 to receive and place show vehicles. Vehicle move in will take place from 8am to 3pm.

Exhibitors or their detailing service company will be responsible for any stains that are made by tire treads or dressing. Once the vehicles have been placed and detailed, exhibitors need to remove the plastic and place it in the public aisle for the general contractor to pick up.

Move In & Set Up Information

Building Access During Set Up

To provide complete security for exhibitors and their possessions, it is important that all exhibitors observe the following daily access hours. Your cooperation is appreciated.

Wednesday, September 11	7 a.m. to 8 p.m.*
Thursday, September 12	8 a.m. to 9 p.m.*

*Please contact show management if additional set up or clean up time is needed. Detail staff may work until 11:59 p.m. on Thursday.

Please note, detail staff will be permitted entry at 7 a.m. on Friday, September 13.

Aisle Carpet Installation

MotorTrend Decorating will begin installing the aisle carpet at 4 p.m. on Thursday, September 12. All personnel except vehicle detailing staff need to exit the facility by 9 p.m. Detailing staff must exit the facility at 11:59 p.m. on Thursday.

Move Out Information

Move Out & Building Access Hours

Move out will begin on Sunday, September 15 at 4 p.m. and continue until 11:59 p.m.

MotorTrend Decorating will begin removing aisle carpet at 4 p.m. in exhibit areas where the public has cleared. Exhibitors may attach the battery cables at 4 p.m., but may not begin vehicle move out until the aisle carpet is removed and a show management representative has made an announcement to begin vehicle move out.

All vehicles must be removed from the exhibit halls on Sunday evening, September 15 by 7 p.m. Exhibitors may park cars in Platinum Lot #3 until 12 noon on Monday, September 16.

All crates will be returned to each display area beginning at 7 p.m. on Sunday, September 15.

All exhibitors must be clear of the facility by 11:59 p.m.

Literature Removal

Literature removal after the show is the responsibility of the individual exhibitor. Removal of literature that is left behind will be invoiced to the exhibitor at prevailing rates. We recommend that remaining literature be placed in vehicle trunks and returned to the participating dealerships for use in their showrooms.

Ticketing & Exhibitor Access/Admittance Information

Public Admission Prices

Adults *(13 & over)* ---------- $10.00

Senior Citizens *(62 & over)* ----------$8.00

Military *(with any DOD ID)* ----------$8.00

Children *(12 & under)* ---------- FREE

Discount Admission Tickets

Discount admission tickets **may be purchased in packs of twenty-five (25) only.** These tickets represent a savings of $3.00 off the regular adult admission price of $10.00. They may be given away to your family, friends, employees or customers.

You may also wish to run a special promotion, offering the discount admission tickets to the public at your place of business, prior to September 13.

NOTE: *Please see the enclosed form to order your discount admission tickets and return the form to MotorTrend Group, LLC, no later than August 30.* ***All ticket orders must be prepaid.***

Exhibitors Entrance Procedure

No passes, badges or exhibitor identification will be mailed in advance of the show.

Salespersons - All salespersons working the show must sign in and pick up their own entrance credentials at the Registration Desk. A business card and a photo driver's license must be presented.

Employees, relatives, neighbors and friends of exhibitors without an admission ticket are not eligible for free admission to the auto show.

NOTE: *In accordance with our insurance policy, no one under the age of 16 years old will be permitted to enter the Las Vegas Convention Center during set-up or tear down.*

All personnel working within your exhibit area should wear suitable business attire. **Exhibitors not dressed accordingly will not be admitted into the show.**

Ticketing & Exhibitor Access/Admittance Information

Vehicle Clean-Up Personnel

Vehicle clean up staff may enter the facility at 7 a.m. each show day.

All porter services/temporary employees and display clean up personnel will be required to provide their vehicle driver's license to gain entrance to the show.

In order to retain our first-class show appearance and also remain within the guidelines set for us by the Association Committee, all clean up personnel must dress appropriately to enter the show. An acceptable professional appearance would include the following: coveralls, company golf shirts or t-shirts and clean blue jeans or slacks.

A uniform appearance for all employees representing your company is preferred. Ripped shirts, printed t-shirts, jeans with holes, dirty jeans or dirty sneakers are not acceptable show attire.

Please refer to the Contractor Requirements on page 8 for Las Vegas business license information.

Important Rules & Requirements

Aisles for Emergency Purposes

The Fire Department requires that all exhibitors leave one foot (1') of space on every public aisle and two feet (2') of space on any border of their exhibit that adjoins another display area. This will allow a four foot (4') emergency aisle running between each space.

Alcoholic Beverages & Food Items

Alcoholic beverages and/or food may not be brought into the Las Vegas Convention Center.

Vehicle Sales

No vehicle sales may be contracted at the show. Vehicles may not have dealer stickers. Only factory stickers are permitted. No discussions may take place with show visitors regarding prices of vehicles. There are absolutely no exceptions to this rule. The auto show is for exhibition only.

Contractor Requirements

Any company providing a service during conventions, trade shows and events on the property of the Las Vegas Convention Center must comply with the Las Vegas Convention and Visitors Authority requirements prior to commencement of work at the facility.

Permits are issued on an annual basis. A form is available on the web at www.AutoShowLV.com. Please direct inquiries to the facilities division at (702) 892-7656.

Fire Regulations

Exhibitors must comply with all federal, state, and local fire codes which apply to places of public assembly, in particular, Chapters 5, 8, and 31 of the Life Safety Code. All curtains, buntings, draping, etc., of any kind must be flameproof. Special care should be taken not to block or obstruct any fire hose or fire extinguisher cabinets, fire pull boxes, or entrances and exits within the Las Vegas Convention Center.

Vehicle Requirements

Under no circumstances can display vehicles be placed in front of any fire or public entrance and exit doors. Special attention should be given to keeping these public doors free of obstruction by any show vehicles. The same holds true for the construction of displays, staging, walls, turntables, signs, etc.

Important Rules & Requirements

Vehicle Requirements (cont.)

Battery Cable - All show vehicles must have both battery cables disconnected and taped using UL approved plastic electrical tape.

Gas Tank Level - The gas level cannot exceed 1/4 tank. All vehicles will be checked as they enter the Exhibit Hall to make sure the gas level requirement is correct. If the gas level exceeds 1/4 tank, the vehicle will not be permitted to enter the building.

Gas Cap Requirements - If the gas cap door can be opened from outside your vehicle, the vehicle must have a locking gas cap. If the gas cap door must be unlocked from inside your car, then a locking gas cap is not necessary but the standard inside gas cap must be taped.

AC/DC Converters - Cars using AC/DC converters must have the **security system fuse disconnected** to prevent the public from setting off vehicle alarms.

NOTE: *A Fire Marshal will be on duty throughout all public hours of the entire show and will be doing constant checks to see that the above regulations are enforced.*

Vehicle Access & Cleaning - All show vehicles, except factory display models must be unlocked during public show hours. All vehicles must be waxed or wiped daily.

Exhibit Blueprints

All vehicle exhibitors participating in the MotorTrend International Auto Show must provide a scale electrical blueprint of their display to MotorTrend Auto Shows, CTS and Cox Business Services by August 13. These blueprints will be used to place electric and telecom lines prior to carpet installation. **Please be sure to include telecom and electrical needs and the height of your display properties on your blueprints.** Blueprints sent to Motor Trend Auto Shows can be e-mailed in PDF or DWG versions to Derek_Walsh@motortrend.com.

Signs & Banners

Any hanging signs must be framed and pre-approved by show management. Truss lighting is permitted. MotorTrend Decorating has jurisdiction on all installation work.

All signs must be professionally manufactured and have a finished surface on all edges and sides. Plastic letters, shoe polish and homemade signs may not be used on any vehicles or in any area of your display or booth. Decorations, signs, banners, etc., may not be taped, tacked, stapled or otherwise fastened to ceilings, walls, doors, painted surfaces or columns.

Signs cannot block the view of other exhibitors. In the case of a complaint, the decision on whether a sign remains or must be relocated will be made by show management.

Important Rules & Requirements

Display Placement

The maximum permissible height for displays is twenty-four feet (24') in all halls. Exhibitors should contact show management if they have any questions regarding ceiling height. Placement of exhibits cannot interfere, block or extend into other exhibits. An exhibitor could be required to change the location or configuration of their exhibit or vehicle placement should they interfere with the rights of other exhibitors. All exhibits must be free standing as no supporting wires from the ceiling or draped walls will be permitted.

Exhibitor Presentation Restrictions

An exhibitor may not work, sell or distribute literature from any area other than the space rented by the exhibitor. Sales presentations, distribution of literature, and public surveys are strictly forbidden from being conducted in public aisles, other exhibit spaces, or any other public areas of the Las Vegas Convention Center.

All public address systems must be kept to a volume that is not disruptive to your neighboring exhibitors.

Decorations, signs, banners and streamers may not be attached, taped, nailed or otherwise fastened to any ceiling, window, painted surface or wall of the exhibit halls. Any special decorations or signs must be approved by the Las Vegas Convention Center management as to location and method of installation.

Under no circumstances are helium balloons or adhesive-back decals to be given away or permitted to be used in the exhibit halls. Any cost incurred by the Las Vegas Convention Center, from the use or removal of these items will be charged to the exhibitor.

Music at the Show

Due to ASCAP and BMI licensing restrictions, there cannot be any music played in any display at the MotorTrend International Auto Show. Jingles and commercials produced by a manufacturer that are the property of the manufacturer can be used throughout the show. Background music through the use of a television, radio, stereo, cassette tape or laser disc cannot be used, as this is an infringement on the original copyright.

If you have any questions or wish to obtain a license from ASCAP or BMI, please contact the auto show office.

Important Rules & Requirements

Liability

Each exhibitor is entirely responsible for the space allotted him through his contract. Each exhibitor agrees to reimburse the Las Vegas Convention Center for any damage to the floor, ceilings or walls within his contracted area.

The Las Vegas Convention and Visitors Authority, Southern Nevada Franchised New Car & Truck Dealers Association, Inc., Nevada Franchised Auto Dealers Association, MotorTrend Decorating and MotorTrend Auto Shows assume no liability or responsibility for any loss or theft. Therefore, it is the exhibitor's responsibility to provide their own insurance coverage for vehicles, exhibits and materials.

Insurance Requirements

All exhibitors, porter service companies, and outside service companies providing any equipment or services to the 2020-Model MotorTrend International Auto Show-Las Vegas or its exhibitors must provide a Certificate of Insurance stating coverage while participating in the auto show.

All exhibit houses must include all clients on the certificate of insurance to insure proper coverage.

The exhibitor shall procure, at its sole cost and expense, and shall maintain in force at all times during the term of the auto show contract (including move-in and move-out), policies of insurance as herein below set forth, written by an insurer having a Best's rating of at least "A" and shall deliver to show management evidence of such policies as set forth herein.

These policies shall be endorsed in form acceptable to show management to include a provision that the policy will not be cancelled, materially changed, or not renewed without at least thirty (30) days prior written notice to show management, by certified mail, return receipt requested, and state or be endorsed to provide that the coverage afforded under the policies shall apply on a primary and not on an excess or contributing basis with any policies which may be available to show management. Policies written on a "claims-made" basis are not acceptable. At least two weeks prior to the expiration of the policies, evidence of renewal or replacement policies of insurance, with terms and limits no less favorable as the expiring policies, shall be delivered to show management. Deductibles of self-insured retention above $25,000 will require approval from show management.

1. A Commercial General Liability insurance policy (I.S.O. Form CG 00 01 or equivalent approved by show management) in the Exhibitor's name with Southern Nevada Franchised New Car & Truck Dealers Assn., Inc.; Nevada Franchised Auto Dealers Association; MotorTrend Group, LLC; and the Las Vegas Convention and Visitors Authority, its directors, officers and employees named as additional insured (I.S.O. Form CG 20 10 or equivalent approved by show management) with

Important Rules & Requirements

Insurance Requirements (cont.)

limits of liability in the amounts of $2,000,000 Occurrence/ $2,000,000 Aggregate on a combined single limit basis for injuries to persons (including death), contractual liability and damage to property.

2. Automobile and Truck Liability Insurance Policy in the Exhibitor's name with Southern Nevada Franchised New Car & Truck Dealers Assn., Inc.; Nevada Franchised Auto Dealers Association; MotorTrend Group, LLC; the Las Vegas Convention and Visitors Authority, its directors, officers and employees named as additional insured with limits of liability in the amount of $2,000,000 each occurrence, on a combined single limit basis for claims for bodily injuries (including death) to persons and for damage to property arising out of the ownership, maintenance or use of any owned, hired or non-owned motor vehicle.

3. Any additional insurance policies Worker's Compensation Insurance (including Employer's Liability Insurance) with limits of $1,000,000/$1,000,000/$1,000,000.

4. Any additional insurance policies necessary to obtain required permits or otherwise comply with applicable law ordinances or regulations regarding the performance of your contract.

Exhibitor shall provide to show management a Certificate of Insurance as evidence of such aforementioned policies at least thirty (30) days prior to the auto show; however, if requested by show management within 10 days of the request a copy of such policies, certified by the insurance carrier as being true and complete shall be provided to show management. The Certificate of Insurance must (1) indicate the I.S.O. Form used by the carrier, (2) be signed by an authorized representative of the insurance carrier, (3) disclose any deductible, self-insured retention, aggregate limit or any exclusions to the policy that materially change the coverage, (4) indicate that Southern Nevada Franchised New Car & Truck Dealers Assn., Inc.; Nevada Franchised Auto Dealers Association; MotorTrend Group, LLC; the Las Vegas Convention and Visitors Authority, its directors, officers and employees are additional insured on all policies (except Worker's Compensation), (5) reference the auto show name and location on the face of the Certificate and (6) expressly reference the inclusion of all required endorsements. If requested by show management, the Exhibitor must furnish within thirty (30) days of a request, proof that the person signing the Certificate is authorized by the insurance carrier.

If, at any time during the period of this Contract, insurance as required is not in effect, or proof thereof is not provided to show management, show management shall have the options to: (1) direct the Exhibitor to suspend work with no additional cost or extension of time due on account thereof, (2) obtain the required insurance at Exhibitor's expense providing show management with coverage immediately, or (3) treat such failure as an event of default.

Important Rules & Requirements

Insurance Requirements (cont.)

The Contractor shall immediately file with show management, 831 South Douglas Street, El Segundo, CA 90245, a notice of any occurrence likely to result in a claim against show management.

Show management and/or the official show general contractor may request verification of this policy during move in of the auto show before any services or equipment may be provided.

The certificate holder is MotorTrend Group, LLC, 831 South Douglas Street, El Segundo, CA 90245.

All policies must provide coverage from the first move-in date, September 11 to the last move-out date, September 15. All exhibitors must submit a correct & complete policy at least thirty (30) days prior to the first move in day of the show or they may not be permitted to participate in the show.

This Certificate of Insurance must be received by MotorTrend Group, LLC, no later than August 13.

Please email certificates of insurance to Danielle Bordere at Danielle_Bordere@motortrend.com.

NOTE: *This deadline will be strictly enforced. Access to the building may be denied to those suppliers that have not provided a policy to show management on or before the deadline date of August 13.*

Show Services Information

Exhibitor Services Provided in Vehicle Space Rental Charge

The following items and services are included in the space rental charge:

- Wall-to-wall carpet
- MotorTrend theme carpet in center aisle
- Daily vacuuming of all exhibit carpet
- Daily emptying of all exhibit area waste containers

Each exhibitor is responsible for drayage, labor and the rental and payment of tables, chairs, desks, waste cans and any other item used within their display. Cleaning of displays and vehicles is the responsibility of the exhibitor.

Security

Show management will provide 24-hour guard service on the show floor, beginning Wednesday, September 11 at 7 a.m. and concluding Sunday, September 15 at11:59 p.m. This service is for the overall safety and security of the show and its participants. If your display contains something of particular value, it is recommended that you secure it overnight.

Please note if you need to hire booth security, you must utilize the auto show's approved event security company for insurance purposes. SOA handles security at the auto show, please contact them at (702) 386-8065.

NOTE: *The Southern Nevada Franchised New Car & Truck Dealers Assn., Inc., Nevada Franchised Auto Dealers Association and Motor Trend Group, LLC cannot be held responsible for the theft of items missing from exhibitor areas.*

Show Advertising & Publicity

Advertising

Extensive print, radio and television advertising will be used to target the entire Las Vegas market. Advertising will begin the week prior to the opening of the show and continue through the close of the show.

We have contacted all major radio, television and newspaper representatives to seek their support, sponsorship and extensive PR coverage of this year's exciting event.

Exhibitor Support

All dealerships, factories, and dealer advertising groups are asked to proudly support the 2020-Model MotorTrend International Auto Show-Las Vegas by advertising your participation in the show. Your usual radio, television, and print ads may be supplemented with a voice-over or drop-in auto show mention. (Example: "See the New 2020 Toyotas at the MotorTrend International Auto Show, September 13 through 15"). The Southern Nevada Franchised New Car & Truck Dealers Assn., Inc. and Nevada Franchised Auto Dealers Association greatly appreciate any show advertising you are able to incorporate into your regular advertising schedules.

Publicity

Auto show press kits, pre-show releases and all publicity will be prepared and coordinated by the MotorTrend Auto Shows public relations team.

Are you planning to bring a special display, concept car, pre-production model or unique feature to the show? Please notify Derek Walsh at Derek_Walsh@motortrend.com to ensure that it is included in the overall show publicity.

A Press Room will be staffed the entire three (3) days of the show. Please send all press materials directly to the Las Vegas Convention Center, to ARRIVE no earlier than September 11, with each package clearly marked the "MotorTrend International Auto Show S4 – ATTN: Show Management".

General Contractor Information

Services for the 2020-Model MotorTrend International Auto Show will be provided by:

MOTORTREND DECORATING

CONTACT: MotorTrend Decorating
EMAIL. **gsc-ne@motortrend.com**

+

ADDRESS: MotorTrend Decorating
831 South Douglas Street
El Segundo, CA 90245

MotorTrend Decorating will staff their Exhibitor's Service Desk beginning at 8 a.m. Wednesday, September 11 and continuing through Sunday, September 15.

SHIPMENTS:

No Advanced Shipping.

Shipments that are scheduled to arrive at the Las Vegas Convention Center can only be accepted beginning at on Tuesday, September 10 per targeted schedule. Freight deliveries prior to this date will not be accepted by the center. Shipments to the show site should be labeled as follows:

CONVENTION CENTER ONLY:
(to arrive on your scheduled move-in day)

(Name of Manufacturer)
MotorTrend International Auto Show
East Coast Decorating
Las Vegas Convention Center
Hall S4
3150 Paradise Road
Las Vegas, NV 89109

Discount Admission Tickets

Advance Discount Admission Tickets for the MotorTrend International Auto Show in Las Vegas will be available at a cost of $7.00 each, which is a savings of $3.00 off the regular adult admission price. Tickets are available in packs of 25 at a cost of $175.00.

PROCEDURE FOR ORDERING YOUR TICKETS:

1. Complete the order form below indicating the number of ticket packs you desire.

2. Complete the credit card authorization form for payment or let us know if you will be paying by another method.

3. Email completed forms to eventservices@motortrend.com.

Unused tickets are not refundable.

Quantity of Packs Desired _____ @ $175.00 Each
(Packs of 25)

Please print or type the following information:

COMPANY: _____

STREET ADDRESS: _____
(Tickets will be shipped to this location via UPS or held at Will Call, depending on the time of the order. **No P.O. Boxes.**)

CITY: _____ STATE: _____ ZIP: _____

SPACE OR BOOTH NUMBER(S): _____ TELEPHONE #: (____) _____

AUTHORIZED BY: _____ _____
Print Name Signature

TITLE: _____ DATE: _____

Deadline Date for Orders: August 30, 2019.

MOTOR TREND GROUP, LLC.
830 S. Douglas Street
El Segundo, CA 90245
Phone: (630) 353-2505
Fax (800) 606-5838

CREDIT CARD AUTHORIZATION FORM

Customer: _____ **Acct #** _____
Address: _____
City, State, Zip: _____
Phone Number: _____

Card: **Visa** _____ **MasterCard** _____ **American Express** _____
Cardholder's Name _____
Account Number: _____ **Expires:** _____

Only list items to be charged on the date you submit this form.

Pub/Web Site/Event/Etc.	Issue/date	Invoice/Order #	Amount

Total to be charged: _____

Pick one: **One Time Charge** ☐ **OR** **Automatic Charge** ☐

(Charge All Items Listed Above)
** 3% convenience fee will be applied to all credit card payments.*

(Charge All Items Listed Above and Automatically Charge Future Advertising)
** 3% convenience fee will be applied to all credit card payments.*

I, hereby, authorize Motor Trend Group, LLC to charge this card as shown above. In case the charge cannot be made on this card, I declare myself personally and jointly bound with the company, which I represent, towards the credit card company for the payment of the debt and all costs in such collection.

_____
Signature (or name of person giving authorization) **Date**

Have a question? Contact clientservices@motortrend.com or call us at (630) 353-2505