

SHIPPING & MATERIAL HANDLING



CAPITOL DISTRIBUTING WAREHOUSE TRANSPORTING

The Items can be pulled from Capitol inventory and/or shipped to Capitol per instructions provided. There is a \$400 handling fee for samples to be pulled and transported by Capitol. Heavy equipment and booth banners/backdrops will need to be approved by Capitol prior to sending. This product will be transported to the venue and brought back to Capitol, but the shipping expense to and from Capitol is the responsibility of the vendor and immediate pick up will need to be coordinated after the show. Please complete the Sample Request Form for any items that Capitol will be transporting including items you ship to us.

Trade Show receiving will begin **Jan. 12** and all materials must be received to our warehouse by **Jan. 26**. Receiving hours are Monday – Friday, 5am – 1pm. An appointment is required for Open Dock and can be scheduled through warehouse.receiving@capitoldist.com

Receiving & Shipping Address:

Capitol Distributing
Attn: Trade Show
4900 Skyway St.
Caldwell, ID 83605

SHIPPING DIRECTLY TO SOUTH POINT

Pallet(s) or larger will not be received by the venue. South Point offers an onsite Business Center that supplies can be shipped directly to the venue. These can only be received if UPS or Fedex can transport. You'll need to arrange shipping directly with the onsite mail house and will be charged based on their size/weight restrictions. For additional information visit the following link:

southpointcasino.com/hotel/business-center

VIPER VENUE OFFLOADING:

Vendor trucks to be offloaded at venue and/or pallet and larger items to be received at the dock will be charged a labor fee of \$159.38 per man hour for the unloading & reloading exhibitor/vendor freight will apply – estimated 2 total man hours (\$318.76). All payments are due in full to Viper Tradeshow Services prior to show open on February 12, 2026.

Policies & Procedures – Viper Tradeshow Services - All shipments sent directly to South Point must be unloaded, delivered to the booth, and reloaded by Viper Tradeshow Services.

Timing / Scheduling Deliveries - All show site deliveries are to arrive on February 11, 2026 between 9:00am – 5:00pm only. Shipments received before this date are at risk of being refused.

Please reach out to Viper Tradeshow Services to schedule an appointment and for additional information:

Dani Olis | dani.olis@vipertradeshow.com | Viper Account Executive

THURSDAY, FEBRUARY 12TH
THE SOUTH POINT HOTEL AND CASINO, LAS VEGAS

