

# Embroidery Mart

July 24-25, 2009

Nashville Convention Center, Nashville, TN



## GENERAL INFORMATION

### Admission

Admission to the show will be by badge only. The show is not open to the public. Qualified buyers may obtain badges for \$20.00 per person in advance or on site.

### Children

No children under the age of 14 will be admitted to the show. Proof of age is required. No exceptions for buyers or exhibitors.

### Exhibitor Service Desk

The Freeman Desk will be located at the side of the hall. The Mart/NNEP Help Desk will be located at Registration, by the entrance of the exhibit hall.

### Facility Information

Nashville Convention Center  
611 Commerce Street  
Nashville, TN 37201  
Phone 615-742-2260  
Contact: Laura Flaherty

### Decorator Information

Freeman Decorating  
1701 Lebanon Pike Circle  
Nashville, TN 37210  
Phone 615-391-5522  
Contact: Exhibitor Services

**FYI – Better rates are being offered for machines this year!** Check out the reduced rates in the Material Handling section of this Exhibitor Manual!

### Exhibit Hall Access on Show Days

Exhibitors will be able to enter the exhibit hall 1 hour before the show opens to the buyers on Friday and Saturday (9 AM).

### PA Announcements

Show management will make announcements regarding general show information (openings, closings, specified events) and Mart-related events only. Please note that we will be unable to make announcements regarding exhibitor drawings, winners, lost people or things, etc.

### Parking

Surface parking lots are available on 5<sup>th</sup>, Commerce St and 7<sup>th</sup>. There is a 5 story covered garage available at the corners of 7<sup>th</sup> and Commerce, which has access to the Renaissance Hotel and then to the Convention Center. Exhibitor parking passes are not available.

**Security**

Security will be provided during exhibitor move-in and move-out. During show hours, the show entrance will be monitored. The exhibit hall will be secured after show hours and security will be provided overnight. It is recommended that portable, valuable items be removed each evening (dongles, software, etc.).

**Smoking Policy**

Smoking is prohibited in all areas except for the Level Three outdoor terrace.

**Lead Retrieval**

MGL will be providing the Lead Retrieval systems for the Embroidery Mart. The Lead Retrieval Desk will be located at Registration.

MGL Management

11654 Plaza America Dr. Ste 184

Reston, VA 20190

703-955-7066

Contact: Matt Laws, [Matt@mglmanagement.com](mailto:Matt@mglmanagement.com)

**Buyers List**

Upon receiving your order form for the Buyer's List, NNEP will email you the entire verified list of attendees. It will come in a .csv format, which can be opened in most spreadsheet applications, including Excel. List Cost: \$200.00, use form provided.

**Show Forms**

All NNEP forms can be found online at

<http://www.embroiderymart.com/exhibitorsshowinfo.html>