

# MATERIAL WORLD NEW YORK—SEPTEMBER 25-27, 2007— QUICK REFERENCE PAGE

## **Important Phone Numbers**

### **Urban Expositions:**

800-318-2238  
678-285-3976  
678-285-7469 Fax

### **CSI World Wide**

718-931-2088  
718-931-2888 Fax

### **Show Office**

212-542-1970

### **Hotel Reservation, Connections**

800-262-9974  
404-842-0000

### **Electrical**

877-452-8487  
212-216-4169 Fax

### **Telecommunication/Internet**

877-452-8487  
212-216-4169 Fax

### **Audio Visual & Computers KVL**

914-479-3308  
917-479-3399 Fax

### **Floral – Omni Flora**

631-427-OMNI

### **Catering**

#### **Centerplate**

212-216-2400

### **Barcode Sales Lead Retriever**

Expo Logic  
610-328-7572  
610-328-1548 fax

### **Official Show Carrier**

RPM Logistics  
Phone: 704-655-0112  
Fax: 704-655-0118

## **SHOW MANAGEMET:**

### **Urban Expositions**

1690 Roberts Blvd NW, Ste 111  
Kennesaw, GA 30144

### **VENUE**

#### **Jacob K. Javits Center**

655 W. 34<sup>th</sup> Street  
New York, NY 10001

### **SHOW CONTRACTOR**

#### **CSI Worldwide**

16 Plaza Place  
Bronx, NY 10465  
Phone: 718-931-2088

Please contact CSI with questions pertaining to your booth set up, shipping, booth furnishing, drayage and storage fees.

**SHIPPING ADDRESS:** All shipments should be sent PRE PAID. Please be sure to label your packages/ crates with your company name and booth number. We have enclosed label format for your convenience.

**ONSITE SHIPMENTS** should be directed to:

c/o CSI Worldwide, Jacobs K. Javits Center,  
39th Street, Between 11th and 12th Ave, New York, NY 10001

**Shipments will be accepted beginning SUNDAY September 23, 2007**

**ALL SHIPMENTS SHOULD BE LABELED FOR DELIVERY ON MONDAY**

**ADVANCE SHIPMENTS** should be directed to:

Material World NY

C/o CSI Worldwide, Roadway Express, 1313 Grand Street, Brooklyn NY 11211

Advance Shipments should arrive between August 19 thru September 17, 2007 to avoid surcharges

\* Note that fees will apply to all advance shipments. Please refer to drayage form for more info.

\* Note that free 300 lbs drayage from the Material World Full Space packages **will not** apply to advance shipments.

### **EXHIBITOR SET UP**

Sunday September 23 12:30 pm - 4:30 pm

Monday September 24 8 am – 6:30 pm

### **SHOW HOURS:**

Tuesday September 25 9:30 am – 5:30 pm

Wednesday September 26 9:30 am – 5:30 pm

Thursday September 27 9:30 am – 3:30 pm

### **EXHIBITOR DISMANTLE**

Thursday September 27 3:30 pm – 7:30 pm – Carriers must check in between 3:30 and 7:30 pm

Any Shipments departing on Friday September 28th, carriers must check in by 10 am or it will be deferred to the official show carrier RPM Logistics.

**EXHIBITOR REGISTRATION** Please complete badge form enclosed and fax to 610.328.1548.

Please pick up your exhibitor badges onsite. You will be required to have a badge in order to access the hall during set up time and show hours. We strongly recommended you pick up your badges prior to show opening. Registration dates and hours are as follows:

Sunday September 23 12:30 am - 4:30 pm

Monday September 24 8:00 am - 6:00 pm

Tuesday September 25 7:30 am - 5:30 pm

Wednesday September 26 7:30 am - 5:30 pm

Thursday September 27 7:30 am - 3:30 pm

### **Booth Packages**

For all booth packages, please see pages 8-P1 thru 8-P6.

**Additional Furniture order form see page 1-F1**

# 2007 MATERIAL WORLD HOTEL ACCOMODATIONS

SEPTEMBER 25-27, 2007

- All reservations, changes, and cancellations must be made through **CONNECTIONS**.
- All reservations must be guaranteed by credit card.
- Print legibly. Incomplete forms may not be accepted.
- Fax completed form to **CONNECTIONS** at 404-842-0954. Office hours M-F 9am-5pm EST.
- **Email: Season@connectionshousing.com or visit [www.material-world.com](http://www.material-world.com)**
- **All hotels listed on this form are on the shuttle route to the convention center.**

## **Delegate Information:**

Name: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_ Company: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip/Postal Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Arrival Date: \_\_\_\_\_ Departure Date: \_\_\_\_\_

**\*PLEASE NOTE\* Bed type and smoking preferences are requests that are based upon availability at the time of check-in. Please note individual hotel cancel policies.**

Bed Type:  King  Double/Double

Preference:  Smoking  Non-Smoking

# of rooms \_\_\_\_\_

## **Hotel Request (Please list choices in order of preference)**

## **Cancel Policy**

___ Ameritania	doubles only	\$249.00	3 day cancel policy
___ Amsterdam	queen bed only	\$249.00	3 day cancel policy
___ Doubletree	king suite	\$359-\$399	3 day cancel policy
___ Doubletree	two bed suite	\$399-\$439	3 day cancel policy
___ Hilton Garden Inn	king	\$329.00	3 day cancel policy
___ Hilton Garden Inn	two doubles	\$349.00	3 day cancel policy
___ Milford Plaza	run of house	\$219-239	14 day cancel policy

## **Credit Card Information**

\_\_\_ AMEX \_\_\_ VISA \_\_\_ DISCOVER \_\_\_ MASTERCARD \_\_\_ OTHER

Card Number: \_\_\_\_\_ Exp \_\_\_\_\_

Name on Card \_\_\_\_\_

Revised 05/30/07



# Material World New York September 25-27, 2007

## Exhibitor Badge Form

DEADLINE: September 10, 2007

### REQUIREMENTS

- Please submit the names of the staff working in your booth(s) by September 10, 2007
- The badges will be available for pick-up **ONSITE** at the Exhibitor Check-In during Move-in days.
- All exhibitor personnel will be required to show personal picture ID in order to receive a badge.
- If you are unable to return this form by the deadline, fill it out and bring it with you to the Exhibitor Registration Desk.

Company Name \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Booth Number(s): \_\_\_\_\_

PLEASE LIST ALL PERSONNEL WHO WILL BE WORKING IN YOUR BOOTH

- |           |           |
|-----------|-----------|
| 1. _____  | 11. _____ |
| 2. _____  | 12. _____ |
| 3. _____  | 13. _____ |
| 4. _____  | 14. _____ |
| 5. _____  | 15. _____ |
| 6. _____  | 16. _____ |
| 7. _____  | 17. _____ |
| 8. _____  | 18. _____ |
| 9. _____  | 19. _____ |
| 10. _____ | 20. _____ |

**Please return this form to:**

**Expo Logic  
820 Parkway  
Broomall, PA 19008  
FAX: 610-328-1548**

# **MATERIAL WORLD EXHIBITORS TAKE: ADVANTAGE OF FABRIC & TRIMMINGS TREND AREA OPPORTUNITY**

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## **Important Information for Fabric and Trimmings Exhibitors**

As the fashion industry visits Material World to see and learn about the latest in Fabric, Trimmings and Supplies, we want you fully represented.

One of the key attractions to the show will be Fashion Information highlighting **Autumn/Winter 2008-09** fabrics/trimmings for both apparel and home. Visual presentation areas are being created labeling samples by company and booth number so that visitors will have immediate access on the seasons trends to touch, see and easily find the products represented in the show.

**To fully implement this process we need your participation, so please read the following instructions.**

## **SHIPPING INFORMATION**

**PLEASE SHIP BETWEEN JULY 16<sup>th</sup> AND AUGUST 10<sup>th</sup>.**

### **FABRIC EXHIBITORS**

Please select 5 to 10 of the **Autumn/Winter 2008/09** fabrics you want represented in the Fabric Trend Area and send **ONE-YARD** samples of each. **Please make sure to label each with Company Name and any other information you feel important, also include contact information if we should have any questions.** (We may ask you to send more of a certain fabric as we finish the creative process of this area.)

### **SUPPLIES/TRIMMINGS**

Please select the **Autumn/Winter 2008/09** supplies/trimmings you want represented in the Trimmings Trend Area and send **ASSORTED** samples. **Please make sure to label your packages with Company Name and any other information you feel important, also include contact information if we should have any questions.** (We may ask you to send more of certain samples as we finish the creative process of this area.)

To help with your participation and fabric selection I have included our **Autumn/Winter 2008-09** trend themes and color direction developed in partnership with Pantone. Please note all colors are Pantone referenced to help you with any developments.

**(Available to exhibitors at the end of June).**

# **MATERIAL WORLD EXHIBITORS TAKE: ADVANTAGE OF CLOTHING DISPLAY AREA OPPORTUNITY**

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## **Important Information for Finished Garment Exhibitors**

As the fashion industry visits Material World to see and learn about the latest in Fabric, Trimmings and Supplies, we want our **finished garment exhibitors** fully represented.

A **mannequin visual presentation, Garment Producers Trend Area** is being created labeling your samples by company and booth number so that visitors will have immediate access to your work and easily find the products represented in the show. One of the key attractions to the show will be fashion information highlighting **Autumn/Winter 2008-09** in fabrics, trimmings and your **garments**.

**To fully implement this process we need your participation, so please read the following instructions.**

## **SHIPPING INFORMATION**

**PLEASE SHIP BETWEEN JULY 23<sup>RD</sup> AND AUGUST 17<sup>TH</sup>.**

### **FINSHIED GARMENTS**

Please select and ship garments for mannequin display.

#### **Women**

Sizes 6 or 8

#### **Men**

Jackets 40 regular

Pants 32 waist / 32 inseam (or unfinished)

Shirts – medium

#### **Children's**

Please send company sample size as they will be part of a hanging display.

**Please limit to five garments or clothing samples per exhibitor.**

**Please make sure to label each with Company Name and any other information you feel important, also include contact information if we should have any questions.**

**To help with your participation I have included our Autumn/Winter 2008-09 color direction. Our color direction was developed for Material World in partnership with Pantone®. (Available to exhibitors at the end of June).**

## **DEPARTURE INSTRUCTIONS**

All garments may be picked up in the Garment Producers Trend Area after the **closing** of the show on September 27<sup>th</sup>. Creative office assistants will be dismantling and distributing clothing to exhibitors in this area between 3:30 - 6:00 pm.

**After that time the samples will become the property of Material World.  
We will not be shipping back individual company garments.**

### **SHIPPING INSTRUCTIONS**

**If you should you have any questions or concerns meeting the shipping deadlines please feel free to contact me at my office.**

#### **SHIP TO:**

**Kevin Knaus**

**Creative Director, Material World**

**106 Peachtree Hills Circle NE**

**Atlanta, Georgia 30305**

**Phone: 404-874-1277 ext. 0**

**Fax: 404-869-5001**

**Email: [kknaus@material-world.com](mailto:kknaus@material-world.com)**

**PLEASE REMEMBER TO SHIP BETWEEN JULY 23RD AND AUGUST 17<sup>TH</sup>.**

**WE NEED EVERYTHING NO LATER THEN AUGUST 17<sup>TH</sup>.**

**SHIPPING INSTRUCTIONS**

At the beginning of July you will receive via email our themes and color direction for Autumn/Winter 2008/09. Please make sure we have the correct email for the person in your office that should receive this information.

Should you have any questions or concerns meeting the shipping deadline please feel free to contact me.

**SHIP TO:**

**Kevin Knaus**

**Creative Director, Material World**

**106 Peachtree Hills Circle NE**

**Atlanta, Georgia 30305**

**Phone: 404-874-1277 ext. 0**

**Fax: 404-869-5001**

**Email: [kknaus@material-world.com](mailto:kknaus@material-world.com)**

**PLEASE REMEMBER TO SHIP BETWEEN JULY 16<sup>th</sup> AND AUGUST 10<sup>th</sup>.  
WE NEED EVERYTHING NO LATER THEN AUGUST 10<sup>th</sup>.**