

THE 2024 - ANAHEIM  
**LANDSCAPE**  
DESIGN • BUILD • MAINTAIN • SUPPLY EXPO

Dear Exhibitor,

**Welcome to the 2024 Landscape Expo – Anaheim!**

Thank you for exhibiting with us! In this packet you will find the necessary information to assist you in organizing your booth. The following information will save you time and money if you place your orders by Friday August 25, 2023.

We will be using Total Expo as our decorator again this year. Total Expo is an experienced team and are very happy to be working with us again. This year we are paying for the 15-minute forklift time, as well as the “spotters” needed to ensure the safety of all exhibitors. Please make sure you are present when loading and unloading.

**Vehicles/Equipment**

All liquid or gas fueled vehicles, and gasoline/diesel-powered equipment for display, shall have batteries disconnected, fuel supplies at ¼ tank or 5 gallons, whichever is less, and be furnished with locking gas caps or caps sealed with tape. Contact the Tradeshow Inspector for alternative fueled vehicles.

**Certificate of Insurance – this is required to participate in the show.**

Please send your certificate of insurance to **Rainprotection** and NOT to us, as they are handling all the certificate of insurances and, for a cost of \$99.00, will supply one if needed. Just go to:

<https://securevendorinsurance.com/RainprotectionGroupVendor/ApplicantInformation?GroupEventKey=4750c0bf181e>

**Leads:** Included with your booth is an activated free Vendor Profile with links to you company’s website and a company bio. Also included are 10 Searchable Product Profiles. If you have any questions, or need help to take advantage of this additional free promotional opportunity, don’t hesitate to contact Jeremy Victor at 714-979-5276 x125, or at [jvictor@landscapearchitect.com](mailto:jvictor@landscapearchitect.com)

**Booth Personnel Registration Form:** Please register your booth staff in advance by signing up online ([thelandscapeexpo.com/exhibitors/Exhibitor-Personnel-Reg-Form.pdf](http://thelandscapeexpo.com/exhibitors/Exhibitor-Personnel-Reg-Form.pdf)) or use the form provided in this packet and email it to: [cscott@landscapearchitect.com](mailto:cscott@landscapearchitect.com) or fax it to: (714) 979-3543

**Entrance/Load In/Load Out:** The loading docks for Hall A are located at 1850 S. West St. Anaheim, CA 92802, off of Katella Ave. Look for the entrance to the loading docks, head straight, and turn left to arrive at Hall A. The loading docks are on the west side of Hall A. The entrance to the show is on the east side of Hall A.

**Move In - Tuesday September 19th** - All Exhibitors over 400 sq ft ONLY – 7:30am to 12:00pm / All exhibitors under 400 sq ft ONLY – 12:00pm to 5:00pm.. \*\*Free forklift use applies to unloading/loading of exhibitor vehicle with exhibitor present.

**Move Out** - Move out begins at 3:00 when the show closes. It has come to our attention that exhibitors are packing up early. If exhibitors dismantle their booth early, they will lose their priority points as we have received complaints from attendees who are paying to come to the show!

**Parking:** Parking is available in any Car Park structure #1 through #7 at a cost of \$20.00 per day for a single space, or \$40.00 per day for an oversize vehicle.

**Hotel:** The Sheraton Park Hotel is our host hotel this year, with a block of rooms reserved for The Landscape Expo at a cost of \$225.00 per night. Click on this link to book your room: <https://book.passkey.com/e/50516896>

Please contact me if you have any questions: (714) 979-5276 x142 or email me at: [cmccarthy@landscapearchitect.com](mailto:cmccarthy@landscapearchitect.com)

Sincerely,



Cindy McCarthy  
Trade Show Coordinator