

A M E R I C A N
NUMISMATIC
A S S O C I A T I O N

National Money Show Table Holder Newsletter

Kay Bailey Hutchison Convention Center, Dallas, TX

March 3-5, 2016

Booth Set-Up – Table holder set-up is Wednesday, March 2 from 3:00-6:00pm and Thursday, March 3, from 8:00-10:00am.

Registration – Registration will be open Wednesday, March 2 from 10:00am – 6:00pm, as well as Thursday, March 3 from 8:00am-5:00pm; Friday, March 4 from 8:00am-12:00pm.

Credentials – All company personnel must wear a double-sided ANA-issued photo ID badge, as well as a Dallas table holder ribbon to enter the bourse floor and work behind a booth. Ribbons will be mailed to each registered company. **Company owners will NOT automatically receive ribbons; their attendance must be reported along with other booth personnel.** If you have not received a confirmation with ribbons enclosed by February 8, call 719-482-9849.

REPLACEMENT PHOTO IDS AND TABLE HOLDER RIBBONS ARE AVAILABLE ON-SITE AT A COST OF \$75.00 EACH.

BOOTH PERSONNEL MUST BE REPORTED TO THE ANA BY February 3 FOR FULFILLMENT PRIOR TO THE SHOW.

ALL CHANGES MUST BE MADE IN WRITING.

Photo ID – All booth personnel are required to have a double-sided, ANA-issued photo ID in addition to the site-specific show ribbon. Both the photo ID and ribbon are required to gain access to the floor. Ribbons will be mailed directly to the company that has registered for the booth prior to the show.

If you have your double-sided ANA photo ID from a previous ANA show, bring it with you, along with your dealer ribbon. Those who have not been issued double-sided ANA IDs will need to have them made on-site at Dealer Registration.

REPLACEMENT PHOTO IDS AND DEALER RIBBONS ARE AVAILABLE ON-SITE AT A COST OF \$75.00 EACH.

Brinks – Arrangements should be made on an individual basis, per your needs. Call the Brinks show line at (1) 800-232-3149 to make your arrangements. Please note that Brinks will not be allowed onto the Bourse floor before 4:00p.m. on Saturday, March 5, 2016. Please plan accordingly.

Federal Express – Fed Ex will be offering daily in-bound and out-bound shipments Thursday-Saturday. Address shipments as follows:

First and Last Name
Recipient Cell #, ANA Convention,
650 S. Griffin St.
Hall A, Booth #
Dallas, TX 75202

All FedEx should be shipped PRIORITY OVERNIGHT. Do not use “National Money Show” or “Coin Show” in address field.

U.S. Post Office – The U.S. Postal Service will not be on site at the National Money Show. A station is located at 400 N. Ervay St., Dallas, TX 75202, approximately one mile from the Kay Bailey Hutchison Convention Center. The Post Office will be closed on Saturday and Sunday. The hours of operation are 8:30am-5:00pm Monday-Friday.

Lights/Additional Cases – Lights and additional cases will be available to rent on site. See the ANA Floor Manager at Booth 930 to rent these items. Additional lights and cases are available on a first come, first serve basis. The cost for each additional case is \$20.00 and each additional light is \$5.00.

Security Room – Rooms A4, Kay Bailey Hutchison Convention Center. **All items must be removed at closing times.**

- Tuesday, March 1 Opens at 12:00pm, Open 24 hours
- Wednesday, March 2 Closes at 3:00pm
- Saturday, March 5 Opens at 4:00pm
- Sunday, March 6 Closes at 10:00am

Hotel – We do not endorse or have a relationship with any housing company. All dealers should be aware of any individual who calls and claims to be a representative of our shows. We do not solicit show dealers or attendees directly by telephone for hotel bookings or special discounts.

Safes – Information on safe rental will be emailed to all National Money Show dealer attendees when it becomes available. If you need a copy, please email convention@money.org or call 719-482-9849.

GES Decorator Services –The GES Exhibitor Service Manual will be emailed by January 4, 2016. **Note: The deadline to receive discounted rates on your order is February 11, 2016.**

- **Shipping** – Reference your GES Exhibitor Services Manual for detailed instructions regarding in-coming and out-going shipping. **The Kay Bailey Hutchison Convention Center will not accept any freight deliveries that DO NOT come through GES. Any shipments sent to the convention center will incur a receiving charge through GES.**
- **Telephones and Internet Services** –Reference your GES Exhibitor Services Manual for Internet and Telecommunications information.
- **Carpeting** – Reference your GES Exhibitor Services Manual for instructions on ordering carpet.

Loading Dock – Loading dock hours will begin Wednesday, March 2 at 3:00pm and close at 6:00pm.. Table holders are invited to use dock access at the back of Hall A during set-up hours only on Wednesday. If you use the loading dock and need to visit Table Holder registration for credentials, you will be issued a temporary dock pass in exchange for your driver's license. Please unload quickly, and then park before visiting the registration area, or setting up your inventory. The loading dock will re-open on Saturday, March 5 at 4:00pm. Further details on move-out will be delivered to your table on Saturday morning.

Early Departure – You are required to provide a written request to ANA Meeting Services explaining your reason for departing prior to 4:00pm on Saturday, March 5. If permission is not granted for an early departure, you are required to have your booth staffed until close of show.

Medical Service – The ANA asks that you call the Security phone for emergency medical needs. Security staff will then coordinate EMT response. Do not call 911. **The Security number is 719-499-3591.**

Business/Message Center – Opens Wednesday, March 2 at 3:00p.m. The message center phone number is 719-499-3608.

Daily Tables – If you have signed up for a daily table, you will need to check in at Table Holder Registration on the day of your table purchase. At the end of the day, we ask that you leave your case keys in the respective cases for the next day's table holder. If you have purchased a daily table for two or more days, you may leave your inventory overnight.

Pages – Young Numismatists who are members of the ANA and/or the host club(s) are given priority for paging slots. Pages must register prior to the convention, and table holders are asked to use only ANA-approved pages, identifiable by their red vests. All non-members will be alternates and used on an as-needed basis. Applications are located at money.org/nationalmoneyshow under "Become a Page for National Money Show." Email applications to Rhonda Scurek at scurek@money.org. **Deadline is January 8 with no exceptions.**