

LOAD IN ACCESS

Tractor House Pavilion: There is one large entry door and one regular-sized entry door on the south side of Tractor House Pavilion for unloading.

MOVE-IN SCHEDULE

Thursday: January 14th

(Large exhibits, large trucks & trailers) 9 AM – 1 PM

(All others) 1 PM – 8 PM

NOTE: Exhibitors in booths 138-160 and 237-259 will not be allowed to begin setup until 5 PM.

Friday: January 15th

(No vehicles on the show floor) 9 AM - 12 PM

SHOW OPENS 3 PM FRIDAY

REGISTER AT SHOW OFFICE

Please register at the show office to pick up your exhibitor passes. Use the attached “Express Check-In”, and your badges will be made before your arrival. *This makes for a much better experience and helps the Show Office Manager stay on track.*

Exhibitor badges are for sales staff working in your exhibitor booth, not family members or friends attending the show. You will receive the number of exhibitor badges authorized for your booth size. Additional badges are available for \$10.00.

PARKING

All parking is FREE at the Sandhills Global Event Center. Exhibitor trailer parking is in the trailer lot on the east side of the Tractor House Pavilion. Exhibitor parking during the show is on the south side of the Tractor House Pavilion. No parking is allowed in the area in front of the Tractor House Pavilion, as that is reserved for handicap parking and permit parking only. Please see the map for details (received at check-in).

EXHIBITOR ENTRANCE

Please use the Exhibitor Entrance on the south side of the Tractor House Pavilion next to the large hangar door. Handicap parking is in the parking lot in front of the main entry doors. Exhibitor entrances will open one hour before the show opens on Saturday and Sunday.

YOUR BOOTH INCLUDES:

8' high back drape, 3' high side drape, and Identification Sign. **Tables, chairs, skirting, carpet, Wi-Fi, and electricity are not provided.** You are welcome to bring your own table and booth furnishings.

SHOW DECORATOR:

AAA Rents and Event Services is the official show decorator. Please see the attached AAA Rents Vendor Kit for ordering carpet, tables, chairs, and other items. The exhibit area is NOT carpeted. If you want carpet in your booth, please order it directly through AAA Rents and Event Service.

Please place your order directly with AAA Rents and Event Services by **January 2, 2027**, to take advantage of the discount rates. If you have any questions, please contact AAA Rents at 402-339-3707.

NEBRASKA DEER & GAME EXPO
89259 557 Avenue
Fordyce, NE 68736

(308) 293-7475
nedeerandgameexpo@gmail.com
www.nebraskadeerandgameexpo.com

ELECTRICITY and WIRELESS/INTERNET

Electricity and Wireless internet are booked directly through Sandhills Global Event Center. For Early bird pricing, you must order before **January 7th, 2027**. TO ORDER ELECTRICITY AND WIRELESS/INTERNET ONLINE: Use this [SERVICE LINK](#). Scroll down the page until you find the Nebraska Deer and Game Expo. Click it to access the services for our event. You will need to create an account.

SALES TAX PERMIT

If you plan to sell any taxable items in your booth, you must have a Nebraska Sales Tax Permit. If you do not have a permit, please call 402-471-5729 or [Register Online](#).

If you have a Nebraska Sales Tax number and it is not typed on your contract, please call or email us your Nebraska Sales Tax number before the show.

LIMITATION OF LIABILITY

As a standard requirement of all our show exhibitors, you must provide proof of general liability coverage from an insurance company in good standing with minimum policy limits of \$1,000,000 per occurrence. If you need insurance, please follow this link: <https://www.frazierinsurance.com/vendor>

MUSIC

Exhibitors are not allowed to play music or videotapes with copyrighted music backgrounds in their booth due to Federal Copyright Liability laws. For more information, contact our office.

FOOD & BEVERAGE

Food and beverage service is available at the show. Vendors selling food must obtain permission from the Nebraska Deer & Game Expo and the Sandhills Global Event Center. Any vendor that will be selling food or providing samples in their booth will need to contact the Lancaster Event Center Food & Beverage Manager, McKenna Morrison, at:

Office: (402) 441-6545

Email: mmorrison@sandhillsglobaleventcenter.org

RAFFLES

A license is required for any raffles. Please contact the Nebraska Department of Revenue Charitable Gaming Division at (402) 471-5937.

SECURITY

Overnight security is provided on Thursday, Friday & Saturday nights. American Sportsman Network LLC, "dba" Nebraska Deer & Game Expo, and the Sandhills Global Event Center assume no responsibility for any property brought to the show.

CONDUCT/PERSONNEL

Show management reserves the right to approve all products and personnel that appear in your booth and reserves the right to restrict, prohibit, or remove any exhibits that are offensive or detract from the show, including excessive noise or game calling. No selling, promotion, or distribution of literature will be permitted outside your booth area or by anyone who has not contracted for exhibit space.

HOTELS

Please use the [HOTELS](#) link for a listing of Official Show Hotels.

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EXHIBITOR FREIGHT

No packages are to arrive sooner than the one day prior to the first day of set up. All packages must be pre-arranged by calling the SGEC Front Office at (402) 441-6545.

All packages are required to have correct address labels:

Sandhills Global Event Center
Nebraska Deer & Game Expo Booth # _____
Exhibitor Company Name & Cell Phone # _____
4100 N 84th St
Lincoln, NE 68507

With special instructions to:

“Deliver only to SGEC Lincoln Room, Back NW Door – SGEC office staff signature required.”

There will be a \$5 fee for all boxes delivered and a \$50 fee for all pallets delivered. Payment for these fees will be made to the Nebraska Deer and Game Expo before the show or at the Show Office. If more than 3 packages, please notify SGEC Front Office at least 30 days in advance to allow time to identify a secure location for the packages received.

Sandhills Global Event Center cannot be held accountable for the security of packages not pre-arranged, e.g., freight companies cannot be counted on to deliver at the correct door or to document with meaningful signatures. If SGEC is asked to search for packages not pre-arranged, the exhibitor will be charged staff time of \$30 per hour.

POST SHOW PACKAGE MAILING SERVICE

The vendor is to call the SGEC office to prearrange where to leave the package securely and set the retrieval day/time. Package owners must arrange with the freight company a prepaid pickup on the day/time agreed with SGEC.

There will be a \$5 fee for all boxes and a \$50 fee for all pallets.

MOVE-OUT

All exhibits must be removed from the Sandhills Global Event Center by 8:00 PM on Sunday, January 17. DO NOT tear down before 4 PM on Sunday. Our show hours go until 4:00 PM, and our attendees have paid to see our vendors. Any vendor tearing down before the end of the show will not be able to reserve their spot for the following year.

EXPRESS CHECK-IN

Nebraska Deer and Game Expo January 15-17, 2027

Please mail or email this Express Check-In form with the names of those working at your booth by **January 1** and your badges will be ready when you arrive at the Show (please type or print neatly).

Please put “***Express Check-In***” in the subject line if you are emailing the form.

(EXHIBITOR BADGES ARE NOT TO BE SHARED. WORKERS NAMES ARE REQUIRED)

COMPANY NAME _____

BOOTH # _____

2 Badges per 10’x10’ booth space

1. _____

6. _____

2. _____

7. _____

3. _____

8. _____

4. _____

9. _____

5. _____

10. _____

Additional workers at \$10.00 each. Please mail a check along with this form.

of Additional Badges _____ X \$10.00 each = \$ _____

1. _____

4. _____

2. _____

5. _____

3. _____

6. _____

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