



Gem & Jewelry Exchange, L.L.C.

411 West Congress, Tucson, AZ 85701

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Email: info@gjxusa.com

Website: www.gjx.rocks

GJX Exhibitor Information

Show Dates: January 30th – February 4th, 2024

Show Address

198 S. Granada, Tucson, AZ 85701 (across the street from the Tucson Convention Center)

Exhibitor Set-Up

Sun., Jan 28

12 Noon to 6:00 pm

Mon., Jan 29

8:00 am to 5:00 pm

Show Hours

Tues., Jan. 30th – Sat., Feb. 3rd

10:00 am to 6:00 pm

Sun., Feb. 4th

10:00 am to 4:00 pm*

***No buyers will be admitted after 3:00 pm on closing day, Sunday Feb. 4th**

Age Restrictions

No children under the age of 14 are permitted in an Exhibitor's booth or on the show floor.

Arizona Department of Weights and Measures (Scales)

See information sheet in Exhibitor Kit.

Armored Car Companies

See information sheet in Exhibitor Kit.

Badges – Exhibitor

Badges will not be mailed. Photo I.D. is required to obtain badge. (i.e., Driver's License, Passport or legally valid picture I.D. Card) The exhibitor badge represents a non-transferable admission to the show between a registered individual and GJX. It allows access to the exhibit areas two hours before show opens and two hours after show closes. **Badge altering, switching or transferring is a violation of the admission contract and will be subject to confiscation of the badge and ejection from the show.** As a safety precaution, badges should be removed upon exiting the pavilion. Please exercise extreme care with your badge to ensure its proper use. Badges must be worn, and be readily visible to security personnel, at all times while in the GJX pavilion.

Badge Registration - Exhibitors need to be pre-registered no later than January 15th, 2024.

- Replacement fee for lost or forgotten badges is \$50 each.
- On-Site Registration is \$35 per badge
- Local Hires (last minute): On-site fee waived. They must have an Arizona photo I.D. to be issued a badge and Exhibitor must be present.

- A barcode confirmation will be sent to you by email after your exhibitor badge registration form is processed. You must bring the confirmation page along with a picture ID for each person registered. If you do not receive the confirmation email, please contact us.

Copies and Faxes

Limited copies and faxes may be made at the Concierge desk for a nominal fee.

Equipment Included with Your Booth

8' back drape

3' side drape

1-Topped and draped table (6' provided unless otherwise requested)

2-Chairs

1-Wastebasket

1-7" x 44" Company Identification Sign

Electricity and Pole and Bar Packages are not included with the booth.

Food Delivery

Arrangements must be made to pick up your food delivery in the Registration Area ONLY. Food delivery personnel may NOT have badges or enter the exhibit area.

Internet WIFI

GJX offers free WIFI to exhibitors suitable for basic tasks such as web browsing, email and light social media use. Includes access to PCs and limited printing services. Exhibitors have the option to upgrade to High-Speed service which is suitable for high-quality video streaming, video conferencing and fast downloads. See Form 9 in the Exhibitor Kit for more information.

Invitation Letters

A GJX Invitation Letter Request Form has been included in the Exhibitor Kit. GJX must receive requests for invitation letters **no later than January 10th, 2024**. Invitation letters are issued to Exhibitors and their staff ONLY. ***We do not prepare them for guests or buyers. *Note: A completed Exhibitor Badge Request Form must be sent before any invitation letters are issued.***

Move Out

Exhibitors may not begin breaking down their booths until 4:00 p.m. on Sun., Feb. 4th.

Any Exhibitor who closes their booth early is subject to booth cancellation. Therefore, schedule your return travel arrangements accordingly. On closing day, no merchandise will be accepted by Tucson Police or any of the armored car couriers prior to 4:00 p.m.

Exhibitors must arrange to have all exhibit materials, merchandise, supplies, etc. removed from the exhibition floor as soon as possible after the show closes. If you have scheduled a shipment to pick up your merchandise, you **MUST** have those arrangements made ahead of time so you are on site when it is being picked up **or you may leave your items in the vault with the Tucson Police after 4:00 p.m. but you must schedule the pickup before noon on Monday, February 5th.**

SMC and GJX accept no responsibility and are not liable for ANY items left on the show floor after

Parking

See Exhibitor Kit for order form, prices, and map of the parking.

Sabbath Signs

Sabbath signs are available at Exhibitor Services.

Safes

Rob Hyatt Safes is now our exclusive safe provider. If you are in need of a safe, you can find the order form by clicking the Safe Rental tab under the information section in your exhibitor kit homepage.

Security

GJX is contracted with the City of Tucson Police Department for 24/7 security.

Shipping / Deliveries

GJX is on the normal gem show schedule with Brink's Transport Service, Dunbar Armored Car Service and Malca-Amit. Their Information is included in this kit. Please contact them directly if you have questions concerning their service. The names of international freight/customs brokers have also been provided in this package for your convenience

RECEIVING SHIPMENTS AT THE SHOW:

All shipments must be addressed as follows:

<<Your Company Name>> <Your Booth Number>>

c/o GJX

198 S. Granada Avenue, Tucson, AZ 85701

List YOUR phone number on your shipment so the shipping company can reach YOU; not GJX

Do **NOT** list GJX or SMC as the "addressee" or "recipient" and do **NOT** use the GJX office address for shipments. Someone **MUST** be present at the booth to accept shipments. **GJX is not authorized to accept or sign for any delivery.** For insurance and liability information, refer to your Exhibitor License Agreement Terms and Conditions, Paragraph 20 and 21. Exhibitors must obtain their own insurance.

SENDING OUT SHIPMENTS FROM THE SHOW:

When preparing your shipping documents, you MUST check a box in the payment method section of the form. GJX is NOT the shipper NOR the Payer for these shipments. You must put your name, company name, then "C/O" GJX, 198 S. Granada Avenue as the shipper. If this is not done, GJX receives the invoices for payment. Due to the increasing number of invoices being sent to us after each show, Exhibitors will now be charged \$10 for every invoice we receive after the show.

Signs, Banners and Custom Exhibits

Custom signs and exhibits shall not exceed 8' in height along the back or 3' in height on either side, must be professional in appearance, and approved by GJX. Please provide photos and dimensions of any custom displays along with your request. No handwritten signs are permitted. Nothing may be hung or placed that extends outside the perimeter of your booth. This includes any aisle space.

Exhibit shall **NOT** impede the view of or interfere with the neighboring exhibit. In no instance shall an exhibit extend into an aisle or adjacent booth. All exhibits shall conform to GJX rules as determined by GJX. If you have any doubts about your exhibit, contact GJX.

Vault Lock Up

Vault Hours:

Sunday, Jan. 28th

12 Noon to 6:00 pm

Monday, Jan. 29th

8:00 am to 6:00 pm

During Show

8:00 am to 8:00 pm

Only one Exhibitor should be responsible for checking merchandise in and out of this area and he/she must show proper identification upon entering the vault to deposit or withdraw any items. The person who checked in merchandise must be the same person to claim/withdraw it. It is the responsibility of the Exhibitor to take all precautions necessary to protect merchandise, displays, etc. during the show. SMC AND GJX ASSUMES NO RESPONSIBILITY FOR THEFT, DAMAGE OR DESTRUCTION OF EXHIBITOR'S MERCHANDISE.

The lockup is available to all exhibitors the night of Sunday, February 4th, however, *all merchandise must be picked up by 12 Noon on Monday, February 5th or a \$100 PER HOUR storage fee will be assessed on all unclaimed merchandise.* Photo I.D. and Exhibitor Badge will still be required to redeem your merchandise.