



**LIBERTY  
EXPOSITION  
SERVICES, INC.**

3615 Gardner Ave. - Kansas City, MO 64120 - Phone: 816/891-9500 -Fax: 816/891-9507 -Web Site: [www.libertyexpo.com](http://www.libertyexpo.com)

Dear Exhibitor:

Liberty Exposition Services, Inc. has been selected as the "Official Service Contractor" for the "***Variety Distributors, Inc.***" – ***April 29 – May 2, 2010 at the KCI Expo Center in Kansas City, MO.*** We look forward to working with you to make your exhibit space successful.

**The VDI Service Kits are available at: [www.libertyexpo.com](http://www.libertyexpo.com) Service Kit Password: 555931**

After logging onto our web page select exhibitor kits. Your Show will be listed and the kit pages can be selected individually or the entire kit may be opened and printed. Some pages will require a password, please use the password listed above to open

**The following information is included in the exhibitor kit:**

**Note:-----(Deadline for discount pricing-----April 20, 2010)**

**Booth Furnishings – Furniture, Carpet, Floral, Signs, Labor, Material Handling, Electrical, Phone, Internet Service, etc.**

**Shipping Information – To avoid late charges – Advance shipment must arrive by: April 26, 2010 YRC is the preferred carrier. Visit them at: [www.myyellow.com](http://www.myyellow.com)**

**Liberty will begin to accept advanced freight on 4-1-2010. Shipments direct to show site MUST arrive on 4-28-2010 or 4-29-2010. Earlier shipments to show site will be refused.**

**All outbound shipments from show site must take place on Sunday 5-2-2010. See complete details in your on-line kit for Material Handling Charges.**

Once you have downloaded the service kit forms you need, please fax or mail your order to Liberty Exposition Services (use address and fax printed above). PLEASE include payment when faxing/sending your orders. Orders without payment will not be processed.

If you have any questions, please contact us at 816-891-9500.

A Liberty Exposition Service Desk will be maintained to answer any questions and to assist you with any additional requirements you may have on show site.

Sincerely,

Exhibitor Services Department

