



## ***Exhibitor Know Before You Go***

We're looking forward to your participation and seeing you in-person at the WHMA 30<sup>th</sup> Annual Wire Harness Conference as we celebrate 30 Years of connecting the Wire Harness Industry! Here are some things to keep in mind to help you prepare for your visit.

Unless otherwise noted, all events will take place at:

Sandia Resort and Casino

30 Rainbow Road NE

Albuquerque, NM 87113

### **Exhibitor Move-In**

Monday, February 13 1:00 pm-5:00 pm

Tuesday, February 14 8:00 am-5:00 pm

### **Exhibitor Move-Out**

Thursday, February 16 1:30 pm – 5:30 pm

### **Exhibitor Service Desk**

Representatives from Shepard Exposition Services will be available via the exhibitor service desk to assist you with any move-in or move-out related services.

### **Dismantle & Move Out**

Shepard will begin returning empty containers and skids as soon as the exhibit hall closes on Thursday, February 16. All materials must be removed from the facility by 5:30pm on Thursday, February 16.

Please have your carrier check-in with Shepard no later than 5:00 pm to ensure all exhibit materials are removed from the facility by 5:30 pm.

### **Post Event Paperwork & Labels**

Shepard Customer Service Representatives will gladly assist you in preparing your outbound shipping labels, outbound Material Handling Authorization paperwork, and outbound shipping in advance. You will find these forms included in the exhibitor services manual. Labels and paperwork will also be available onsite. Make sure your carrier knows your company name, booth number, and the carrier check in deadline.

### **Outbound Shipping**

It is the responsibility of each exhibitor to arrange for transportation of booth materials after the event. Our Customer Service Representatives are available preshow, during the show, and during move out to

assist you in arranging shipping through our official carrier Shepard Logistics. For peace of mind and easy setup, contact Shepard Logistics before the event for transportation services to and from the event.

Shepard does not provide UPS, FED-EX, or other carrier specific labels. Exhibitors must schedule pickups directly with all carriers as well as provide carrier specific shipping labels.

### **COVID-19**

There are currently no COVID-19 restrictions in the state of New Mexico.

### **Proof of Vaccination – for those traveling from outside the U.S.**

The CDC's Order requiring proof of vaccination for non-U.S. citizen nonimmigrants to travel to the United States is still in effect and the U.S. Government (TSA) has extended the vaccine mandate for all international traveling into the USA until at least April 10, 2023, for all travelers. A booster dose is not needed to meet this requirement.

### **Travelers from the People's Republic of China (PRC)**

Beginning on January 5, 2023, all air passengers two years and older originating from the People's Republic of China (PRC) and the Special Administrative Regions of Hong Kong and Macau will be required to show a negative test result no more than 2 days prior to departure to the United States. The requirement applies to all air passengers regardless of nationality or vaccination status.

For more information, please check with your airline or visit the CDC website at: [www.cdc.gov](http://www.cdc.gov)

### **Hotel Reservations**

The WHMA/IPC rate is no longer available; however, rooms are still available at the standard rate. If you haven't already done so, reservations can be made online at: [Sandia Resort & Casino Albuquerque | Spa, Golf, Entertainment \(sandiacasino.com\)](http://SandiaResort&CasinoAlbuquerque.com)

### **Hotel Parking**

Complimentary parking is available on-site.

### **Airport Information -**

Albuquerque Sunport Airport(ABQ)  
Distance from Hotel: 14 miles

### **Shuttle Service**

The Sandia Resort and Casino does not provide shuttle service.

### **Taxis**

zTrip (formerly Yellow Cab Company) serves Albuquerque Sunport Airport(ABQ). Taxis are accessible on the baggage claim level outside Door 2. Estimated taxi fare: 50 USD (one way).

### **App-Based Ride Services | Uber and Lyft**

Arriving passengers who have requested a ride through either the Uber or Lyft app can meet their driver on baggage claim level outside Door 7.

### **Car/Limo/Shuttle Services**

Visit ABQ airport [website](#) for additional information.

## Rental Cars

Car rental customer service counters and ready/return lots are located at:

Sunport Car Rental Center  
3400 University SE  
Albuquerque, NM 87106

Car rental shuttles provide free transportation between the terminal building and the Car Rental Center 24 hours a day, 7 days per week. Shuttles run every 5 minutes from the commercial lane located outside the 1st level of the airport terminal building.

## WIFI

Complimentary wireless internet access will be available in the exhibit hall and conference area.

**Network:** SandiaGuest

**Passcode:** No passcode needed. Guests will need to sign-in and accept the terms and conditions

**Exhibit Hall:** Sandia Ballroom – Salon A-C

**Conference:** Sandia Ballroom – Salon D

**Registration:** Sandia Ballroom Foyer

## Registration Hours

Tuesday, February 14	12:00 pm-5:00 pm
Wednesday, February 15	7:00 am-5:00 pm
Thursday, February 16	7:00 am-4:00 pm

One complimentary conference registration is included with your booth. Additional conference registrations can be purchased in advance or onsite for \$695 WHMA/IPC Members | \$895 Nonmembers.

Additional booth personnel badges for exhibits only are \$300 each and can also be purchased in advance or on-site. Booth personnel badges include the following:

- Tuesday Welcome Reception
- Daily Breakfasts
- Daily Refreshment Breaks
- Daily Luncheons
- Wednesday Evening Networking Event
- Thursday Evening Wine & Cheese Reception

## Special Events in the Exhibit Hall – Sandia Ballroom – Salon A-C

Tuesday, February 14

5:30 pm–7:00 pm      Welcome Reception with Exhibitors

Wednesday, February 15

7:30 am-8:45 am      Breakfast with Exhibitors

10:00 am-10:30 am    Refreshment Break with Exhibitors

12:00 am-1:30 pm      Lunch with Exhibitors

3:00 pm-3:30 pm      Refreshment Break with Exhibitors

Thursday, February 16

7:30 am-8:30 am      Breakfast with Exhibitors  
10:45 am-11:15 am    Refreshment Break with Exhibitors  
12:00 pm-1:30 pm      Lunch with Exhibitors

### **WHMA Annual Wire Harness Conference Golf Outing**

Tuesday, February 14

Sandia Golf Club  
30 Rainbow Rd NE  
Albuquerque, NM 87113

8:00 am            Breakfast  
8:30 am            Check-in  
9:00 am            Shotgun start  
1:00 pm            Buffet lunch

The Golf Awards will be announced during the Welcome Reception with Exhibitors from 5:30 pm–7:00 pm in at the Sandia Resort and Casino in the Sandia Ballroom – Salon A-C.

### **Wednesday Evening Networking Event**

Wednesday, February 15

5:30 pm            Shuttle Departs from Hotel Lobby  
6:00 pm-8:00 pm    Networking Event

National Museum of Nuclear Science & History  
601 Eubank Blvd SE  
Albuquerque, NM 87123

Enjoy an unforgettable dinner and cocktails as you mingle and explore The National Museum of Nuclear Science & History. The National Museum of Nuclear Science & History was established in 1969 as an intriguing place to learn the story of the Atomic Age, from early research of nuclear development through today's peaceful uses of nuclear technology. Visitors can explore how nuclear science continues to influence our world. The museum strives to present, through permanent and changing exhibits and displays, the diverse applications of nuclear science in the past, present and future along with the stories of the field's pioneers. During this event you will have access to all of the museum's fascinating exhibits!

### **Wine and Cheese Reception**

Thursday, February 16

4:30 pm-6:00 pm  
Sandia Resort and Casino | Eagle Meeting Room

### **Questions?**

Should you need any assistance during the conference, WHMA/IPC staff will be available at the registration counter or in the WHMA/IPC booth.

We look forward to seeing you in Albuquerque!