

DEADLINE DATE TO RECEIVE DISCOUNTED RATES:

SCHEDULE:

EXHIBITOR MOVE-IN:

EXHIBIT HOURS:

EXHIBITOR MOVE-OUT:

REROUTE FREIGHT:

MOVE-OUT NOTE: Empties will be returned beginning at 5:00pm on Tuesday, March 19, 2024.

All freight must be labeled and a Bill of Lading filled out and returned to the Expo service desk before leaving the show floor.

All carriers must check-in no later than **10:00am on Wednesday, March 20, 2024. If your carrier does not check-in by the designated time above your freight will be rerouted through eLogistics.**

BOOTH EQUIPMENT:

Each 10' x10' booth area will be provided with an 8' background drape, 3' high side drape and a booth identification sign (7" x 44").

SHOW COLORS:

Back Drape:

Side Drape:

CARPET COLOR:

The booth area is carpeted in Black. You may carpet your booth area in any offered color, please see our enclosed Carpeting form for color selection and pricing.

ADVANCE WAREHOUSE SHIPMENT:

Materials should be shipped to arrive at our warehouse beginning **Tuesday, February 13, 2024, but NO LATER THAN, Wednesday, March 6, 2024** . Freight received before or after these dates will incur a 25% early/late handling fee.

Your Company Name and Booth #

See our Shipping & Drayage form for complete details.

DIRECT SHIPMENT TO FACILITY:

Shipments will be received at the exhibit facility on **Friday, March 15, 2024 between 2:00pm and 6:00pm & Sunday, March 16, 2024 between 8:00am and 8:30pm**

Your Company Name & Booth #

See our Shipping & Drayage form for complete details.

OVERTIME CHARGES:

Please be advised that overtime will apply during Move-In after 4:30pm on Friday, All day Saturday and will apply during Move-Out after 4:30pm

ASSISTANCE:

We want you to have a successful show. If you can't find what you are looking for or if we can be of assistance, please call our Exhibitor Sales & Service Department at 305.751.1234. or email info@expocci.com.