

Exhibitor Service Manual



Show Dates: March 9-11, 2025

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Discount deadline: February 19, 2025

NEED A CUSTOM BOOTH?

click here

NEED

SHIPPING TO AND FROM A TRADESHOW?



click here

NEED ANYTHING?

Phone: 305-751-1234 | Fax: 305-751-1298

Booth Disposal

All exhibitors and EAC (exhibitor appointed contractor) are responsible for removing all crates, cartons, and materials from the event site upon show conclusion. Failure to do so can result in a disposal fee of \$9.00 per Sq. Ft or a minimum labor charge of \$900, whichever is greater.*

*All rates are based on Gross Booth/Display Area i.e. if the booth is a 20x20, It's 400 square feet. Then it would be $400 \times 9.00 = 33,600 + tax$.

This fee is design to cover the costs associated with the removal and disposal of any items left behind, ensuring a smooth transition for our event space.

Booth Dimensions (ft.)	(Ft.) LENGTH X WIDTH = Sq. Ft.
What is your booth size?	Χ =

IMPLEMENTING A DISPOSAL FEE PROMOTES CLEANLINESS, EFFICIENCY, AND FAIRNESS BY COVERING REMOVAL COSTS, MAINTAINING A CLEAN EVENT SPACE, ENCOURAGING PROMPT ITEM REMOVAL, AND ENSURING EQUITABLE CHARGES.



ANY QUESTIONS OR REQUIRED INFORMATION ABOUT OUR DISPOSAL FEE POLICY, PLEASE FEEL FREE TO CONTACT US:

Company Name: Booth #:

Please return along with payment policy via email to info@expocci.com or via fax 305-751-1298.