

DEADLINE DATE TO RECEIVE DISCOUNTED RATES:

SCHEDULE:

EXHIBITOR MOVE-IN:

EXHIBIT HOURS:

EXHIBITOR MOVE-OUT:

REROUTE FREIGHT:

MOVE-OUT NOTE: All carriers must check-in no later than **6:00pm, August 17, 2023. If your carrier does not check-in by the designated time above your freight will be rerouted through eLogistics.**

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

BOOTH EQUIPMENT:

Each 10' x10' booth area will be provided with a 10'x10' blue jay color exhibit carpet, 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 has "blue jay" color carpet. 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 **Monday July 17, 2023, but NO LATER THAN, Tuesday, August 8, 2023.** 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 **Tuesday, August 15, 2023 between 8:00am and 5:00pm.**

Your Company Name & Booth #

See our Shipping & Drayage form for complete details.

OVERTIME CHARGES:

Please be advised that overtime charges will apply during MOVE-IN after 4:30pm on Tuesday, August 15, 2023

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.