

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 **8:30pm on Sunday, July 2, 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:

Booth Package (10' x 10' Booths): Each 10' x10' booth area will be provided with an 8' high blue background drape, 3' high blue side drape, one 8' blue skirted table, two chairs, one wastebasket and a booth identification sign (7" x 44"). **NOTE: Only (1) package will be offered per 10'x10', 10'x20' and 10'x30' booth, etc. Not applicable to island and peninsula booths.**

Booth Package (8' x 10' Booths): Each 8' x10' booth area will be provided with an 8' high blue background drape, 3' high blue side drape, one 6' blue skirted table, two chairs, one wastebasket and a booth identification sign (7" x 44"). **NOTE: Only (1) package will be offered per 10'x10', 10'x20' and 10'x30' booth, etc. Not applicable to island and peninsula booths.**

Artist Alley Package: Each Artist Alley table will be provided with one 6' white skirted table, two chairs, one wastebasket and a booth identification sign (7" x 44").

CARPET COLOR:

The booth area is **NOT** carpeted. 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 **May 31, 2023, but NO LATER THAN, June 21, 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 **June 28, 2023 between 8:00am and 8:30pm and and June 29, 2023 between 8:00am and 11:00pm.** Freight received before these dates will incur a 25% early handling fee.

Your Company Name & Booth #

See our Shipping & Drayage form for complete details.

OVERTIME CHARGES:

Please be advised that overtime charges will apply before 8:00am and after 4:30pm and all day Saturday and Sunday.

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.