

# **EXHIBITOR SCHEDULE**

#### **EXPO Hours**

Sunday, May 17 6 p.m. – 8 p.m. - Opening Reception in EXPO

Monday, May 18 9:30 a.m.—3:30 p.m.
Tuesday, May 19 9:00 a.m.—6 p.m.
Wednesday, May 20 8:30 a.m.—11:30 a.m.

Exhibitors may access the hall two hours prior to doors opening Sunday through Tuesday, and one hour prior to doors opening on Wednesday.

### **Exhibits Installation**

Thursday, May 14 1 p.m.–5 p.m. (island booths only) Friday, May 15 8 a.m. –5 p.m. (all exhibitors)

Saturday, May 16 8 a.m.–5 p.m. Sunday, May 17 8 a.m. - 12 p.m.

No exhibitors in hall 12 p.m. – 3 p.m.

Exhibitors allowed in hall for final touch-ups 4 – 6 p.m.

#### Exhibitor Move-Out

Wednesday, May 20 11:30 a.m.– 5 p.m. Thursday, May 21 8 a.m.– 3 p.m.

#### Dismantle Information

Dismantling of your booth cannot take place before 11:30 a.m. on Wednesday, May 20. You are not permitted to pack up early or begin taping boxes. If you do not follow these guidelines, your company will forfeit priority points.

All exhibitor materials must be removed from the hall by 3 p.m. on Thursday, May 21.

## **Empty Return**

Freeman will begin the return of empty containers promptly at 11:30 a.m. on Wednesday, May 20. Please schedule your staff and travel accordingly as we cannot guarantee what time you will be finished with tear-down on Wednesday evening.