

EXHIBITOR SCHEDULE

SHOW HOURS

Tuesday, October 21 9:00 am – 5:00 pm
Wednesday, October 22 9:00 am – 5:00 pm
Thursday, October 23 9:00 am – 4:00 pm

SHOW COLORS

Black 8' HIGH BACK DRAPE
Black 3' HIGH SIDE RAIL
Midnight Blue AISLE CARPET

EXHIBIT MOVE-IN

Thursday, October 16	8:00 am – 4:30 pm	(TARGETED)
Friday, October 17	8:00 am – 4:30 pm	(TARGETED)
Saturday, October 18	8:00 am – 4:30 pm	
Sunday, October 19	8:00 am – 4:30 pm	(Booth work only; no labor services available)
Monday, October 20	8:00 am – 4:30 pm	(TARGETED)

EXHIBIT MOVE-IN MUST BE COMPLETE BY 4:30 PM, MONDAY, OCTOBER 20, 2025.

All labor requested before 8:00 a.m. and after 4:30 p.m. will be charged at **overtime rates**. There is an **overtime** charge for any labor requested on Saturday.

Direct shipments to the Exhibit Hall must arrive between 8:00 a.m. and 2:00 p.m. to be unloaded at **straight time**. Shipments arriving after 2:00 p.m. and before 4:30 p.m. cannot be guaranteed unloading at straight time. All shipments arriving after 4:30 p.m. will be unloaded at **overtime rates**. Weekends and holidays incur **overtime rates**.

EXHIBIT MOVE-OUT

Thursday, October 23	5:00 pm – 9:00 pm	(Overtime rates apply after 5:00 PM)
Friday, October 24	8:00 am – 4:30 pm	
Saturday, October 25	8:00 am – 4:30 pm	

HALL MUST BE COMPLETELY CLEARED BY 4:30 PM SATURDAY, OCTOBER 25, 2025.

Remember: Reference your target plan (to be sent via email from SME) for specific move in dates and times. **Exhibit dismantling and/or shipping done the night the exposition closes, or work done before 8:00 a.m. and after 5:00 p.m., will be charged overtime rates. Saturday is an overtime charge.**

The official contractor has the authority to re-route shipments if an exhibitor's truck does not check in by 10:00 am on Saturday, October 25, 2025.