

# EXHIBITOR SCHEDULE

## SHOW HOURS

Tuesday	May 13	9:00 am – 5:00 pm
Wednesday	May 14	9:00 am – 5:00 pm
Thursday	May 15	9:00 am – 4:00 pm

## SHOW COLORS

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

## EXHIBIT MOVE-IN

Wednesday	May 7	8:00 pm – 4:30 pm	(TARGETED)
Thursday	May 8	8:00 am – 4:30 pm	(TARGETED)
Friday	May 9	8:00 am – 4:30 pm	(TARGETED)
Saturday	May 10	8:00 am – 4:30 pm	
Sunday	May 11	8:00 am – 4:30 pm	Booth work only; no labor services available
Monday	May 12	8:00 am – 4:30 pm	

\*All labor and inbound material handling services performed Saturday, May 10, 2025 will incur overtime charges.

**All exhibits must be fully installed by Monday, May 12, 2025 at 4:30 pm.**

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

## EXHIBIT MOVE-OUT

Thursday	May 15	5:00 pm – 9:00 pm	Overtime after 4:30 pm
Friday	May 16	8:00 am – 4:30 pm	Overtime after 4:30 pm
Saturday	May 17	8:00 am – 4:30 pm	Overtime after 4:30 pm

All labor and outbound material handling services performed after 4:30 pm Thursday, May 15 through Saturday, May 17, 2025 will have overtime charges applied. **BUILDINGS MUST BE COMPLETELY CLEARED BY 4:30 pm, Saturday, May 17, 2025.**

**Remember:** Reference your target plan (to be included in your exhibitor dashboard) for specific move in dates and times. **Exhibit dismantling and/or shipping done the night the exposition closes or work done before 8:00 am and after 4:30 pm will be charged overtime rates. Saturday is an overtime charge.**

**The official contractor reserves the right to re-route your freight onto another carrier if your selected carrier fails to show and check in by 10:00 am on Saturday, May 17, 2025.**