

## MOVE-OUT PROCEDURE

<b>Thursday, June 13, 2024</b>	4:00 pm – 10:00 pm
<b>Friday, June 14, 2024</b>	8:00 am – 4:00 pm
<b>Saturday, June 15, 2024</b>	8:00 am – 12:00 pm ( <b>HEAVY MACHINERY ONLY</b> )

Beginning at 4:00 p.m. on Thursday, June 13, 2024, **AFTER** aisle carpets have been removed, all materials in storage will be returned to the booths.

**ALL exhibits, except Heavy Machinery, must be removed by 12:00 pm on Friday, June 14.**

### **DISMANTLING OF EXHIBITS**

No dismantling or removal of exhibits or exhibit material is permitted before the close of the show.

Exhibitors are urged to remove small cartons and open cases of products from the building immediately after the close of show. While Show Management will take all reasonable security measures to safeguard small items, immediate removal of such items will minimize the possibility of loss from pilferage.

### **LOADING DOORS**

During move-out, freight will be shipped from the show through the same doors that were used for move-in. The floor will have a materials handling crew, as well as a representative from Show Management who will be checking with exhibitors to ensure a smooth and trouble-free move-out.

### **REMOVAL OF EXHIBIT MATERIALS**

At the close of the show, where exhibitors fail to pick up or couriers refuse to accept shipments, Show Management reserves the right to reroute such shipments where no destination is provided. This material may be hauled to a warehouse and the exhibitor will be charged accordingly for this routing or handling. To simplify your move-out, we recommend the use of our Official Transportation Carrier.