

Schedule at a Glance & Exhibit Space Information

Exhibitor Installation:

Sunday, March 24	10:00am – 5:00pm
Monday, March 25	8:00am – 6:30pm

All exhibitors must be fully operational by 6:30pm Monday, March 25th. Installation work will **NOT** be permitted after 6:30pm without approval from Event Management

POV/Self Unloading – see POV information for details & to request a dock pass

Sunday:	10:00am – 4:00pm
Monday:	8:00am – 5:30pm

Registration Hours:

Monday, March 25	<i>Exhibitors</i>	1:00pm – 5:00pm
Tuesday, March 26		7:00am – 5:00pm
Wednesday, March 27		7:00am – 5:00pm

Conference Hours:

Monday, March 25	Pre-Conference Workshops	7:00am – 4:00pm
Tuesday, March 26		8:00am – 11:50am
Tuesday, March 26	Networking Party	4:00pm – 5:00pm
Wednesday, March 27		8:00am – 11:15am
		3:10pm – 6:30pm
Thursday, March 28	Post-Conference workshop <i>(separate registration fee applies)</i>	8:00am – 4:00pm

Expo Hours:

Tuesday, March 26	12:00pm – 4:00pm
Wednesday, March 27	11:30am – 3:30pm

Exhibitor Dismantle:

Wednesday, March 27
POV/Self Loading

3:30pm – 9:00pm
3:30pm – 8:00pm

Removal of Exhibits:

Review the move-out and dismantle notice for additional information on the return of empties and the POV operation. All freight not called for by 10:00am Thursday, March 28th will be shipped by a carrier selected by the official drayage contractor at the exhibitor's expense.

EXHIBIT SPACE RENTAL INFORMATION

Exhibit Space Rental Includes:

- In-line space will have standard 8' back-wall and 3' side rail drape
- 7"x44" Company Identification Sign
- Unlimited Exhibitor Badge Registrations
- Onsite Exhibitor Lounge
- Complimentary Event Directory Listing (must be submitted by deadline)
- 24 Hour Exhibit Hall Perimeter Security
- Pre- and Post – Event Registrant Mailing List

NOTE: **Carpet and electrical services are not included in the space rental.** You are required to cover the exhibit floor space with carpet or some type of floor covering. You may provide your own or rent from the General Contractor.

Aisle Carpet Color:

Tuxedo

Check Your Exhibit Space Location:

The exhibit floor plan is constantly changing based on sales activity, changes in exhibit space size, etc., so you are encouraged to occasionally review the plan. It is the Exhibitor's responsibility to monitor the online floor plan. If an exhibit space location opens that you would prefer, or if a competitor has chosen a location near you, please contact your Exhibitor Account Executive.

Link to the online floor plan:

<http://www.rocexhibitions.com/floorplans/19cbe/exfx.html#floorplan>