

# SHOW DATES & TIMES

## EXHIBITOR MOVE-IN:

Thursday	October 27, 2022	11:00 a.m. - 5:00 p.m.	Halls B, C, G
Friday	October 28, 2022	8:00 a.m. - 5:00 p.m.	Halls B, C, G
Friday	October 28, 2022	11:00 a.m. - 5:00 p.m.	Hall A
Saturday	October 29, 2022	8:00 a.m. - 5:00 p.m.	Halls A, B, C, G
Saturday	October 29, 2022	11:00 a.m. - 5:00 p.m.	Hall D + Venetian Ballroom
Sunday	October 30, 2022	8:00 a.m. - 5:00 p.m.	All Halls
Monday	October 31, 2022	8:00 a.m. - 5:00 p.m.	All Halls

**All crates must be tagged for removal by Monday, October 31, 2022 at 2:30 pm. All booths must be set and in place by 5:00 pm on Monday, October 31, 2022.**

## EXHIBIT HOURS:

Tuesday	November 1, 2022	9:00 a.m. - 5:00 p.m.
Wednesday	November 2, 2022	9:00 a.m. - 5:00 p.m.
Thursday	November 3, 2022	9:00 a.m. - 5:00 p.m.

**Exhibitors are allowed to enter the exhibit hall as early as 7:00 am each show day. Official AAPEX exhibitor badges must be worn in plain sight.**

## EXHIBITOR MOVE-OUT:

Thursday	November 3, 2022	5:00 p.m. - 10:00 p.m. * Please see important information below
Friday	November 4, 2022	8:00 a.m. - 5:00 p.m.
Saturday	November 5, 2022	8:00 a.m. - 12:00 p.m.

**Exhibitors may NOT tear down their booth prior to 5:00 pm on Thursday, November 3, 2022. Any company found to be tearing down their booth prior to this date and time will be prohibited from exhibiting at AAPEX 2023.**

### \*IMPORTANT NOTE:

- All exhibits in the Venetian Ballroom must be packed by 8:00 a.m. on Friday, November 4, 2022. All carriers for these areas must check-in to the Freeman Marshalling Yard no later than 8:00 a.m. on Friday, November 4, 2022 or Freeman will reroute the shipment via the most convenient manner available.
- All exhibits in Hall D (aisles 5200 thru 6600) must be packed by 8:00 a.m. on Friday, November 4, 2022. All carriers for these areas must check-in to the Freeman Marshalling Yard no later than 8:00 a.m. on Friday, November 4, 2022 or Freeman will reroute the shipment via the most convenient manner available.
- All exhibits in Halls A, B, C, and G must be packed and cleared by 12:00 Noon on Saturday, November 5, 2022. All carriers for Halls A, B, C and G must check-in to the Freeman Marshalling Yard no later than 8:00 a.m. on Saturday, November 5, 2022. If your outside carriers do not check-in prior to 8:00 a.m. on Saturday, November 5, 2022, Freeman will reroute the shipment via the most convenient manner available.

Any exhibit that is not packed, or left on the exhibit floor, will be packed by Freeman and re-routed on a carrier of Freeman's choice and removed at the exhibitor's expense.

Please refer to the Dismantling Notice for more detailed information regarding the move-out period.

## EXHIBITOR REGISTRATION HOURS:

Sunday, October 30, 2022	8:00 am- 5:00 pm
Monday, October 31, 2022	7:30 am- 5:00 pm
Tuesday, November 1, 2022	7:00 am- 5:00 pm
Wednesday, November 2, 2022	7:30 am- 5:00 pm
Thursday, November 3, 2022	7:30 am- 4:00 pm

- Exhibitor registration will be located in Room 301 of the Venetian Expo.
- All exhibitors must have an official AAPEX Exhibitor badge and badge holder to gain access to the exhibit hall during set-up, show days and move-out.
- Any and all new registrations and/or changes should be handled in Room 301 of the Venetian Expo.
- Any badges not received prior to the show should be picked up in Room 301 of the Venetian Expo.

## EXHIBITOR APPOINTED CONTRACTORS (EAC):

- All EAC's must submit the Exhibitor Appointed Contractor Application for each exhibiting company they are servicing for the show, as well as an ORIGINAL insurance certificate prior to the show or their personnel will not be allowed in the exhibit hall.
- All EAC personnel must have an official AAPEX daily pass in order to gain access to the exhibit hall. A daily pass must be picked up each move-in day you are working. Daily passes can be obtained at the Security Desk located on Level 1 near the Hall G entrance of the Venetian Expo. Photo identification will be required.
- EAC's may not request an exhibitor badge or a badge with an exhibiting company's name on it. Any EAC who requires an exhibitor badge must have a representative from the exhibiting company request an exhibitor badge.
- EAC's may not solicit exhibitors or attendees at any time during move-in, event days or move-out days. If found doing so anywhere on the premises, they will be escorted off property.