

Solutions Center Colors	Back drape color:	Blue
	Side drape color:	Blue
	Aisle carpet color:	Blue (Main and Cross Aisle); Grey (All other aisles)

Solutions Center Hours	Exhibitor Move-In		
	Saturday	October 14, 2017	8:00 am - 5:00 pm
	Sunday	October 15, 2017	8:00 am - 3:00 pm

Show Hours			
Sunday	October 15, 2017	5:00 pm - 7:00 pm	
Monday	October 16, 2017	7:30 am - 9:00 am	
		11:30 am - 1:30 pm	
		4:00 pm - 6:00 pm	
Tuesday	October 17, 2017	11:30 am - 2:00 pm	

Exhibitor Move-Out			
Tuesday	October 17, 2017	2:00 pm - 9:00 pm	

Dismantle All Booths must be dismantled by Tuesday, October 17, 2017, by 7:00 pm.

All carriers other than the official show carriers must check in at the freight desk by 7:00 pm on Tuesday, October 17, 2017, otherwise exhibitor shipments will be subject to rerouting.

Important Dates **Expedite Fees**
Portable Solutions, Modular Rental Exhibits, Modular Rental Accessories, and Graphics
 50% Expedite Fee if ordered after September 23, 2017.
 100% Expedite Fee if ordered after September 30, 2017.

Cancellation Dates
Portable Solutions, Modular Rental Exhibits, Modular Rental Accessories, and Graphics
 A 50% penalty is charged for cancellations after September 11, 2017, and prior to September 30, 2017.
All Remaining Services
 Received on or after October 7, 2017, are subject to a charge of 50% or 100% of the order total depending on the service.

Shipping Information

Advance Receiving at the Warehouse

Address: c/o The Expo Group
YRC
12855 48th Avenue South
Tukwilla, WA 98168

- Advance Shipments will be accepted between Monday, September 11, 2017, through Wednesday, October 11, 2017.
- **Materials received from October 2, 2017 to October 11, 2017, will be subject to a additional surcharge.**
- Warehouse hours are Monday through Friday, 9:00 am to 3:00 pm.

Direct Shipments to Washington State Convention Center - Halls 4A&B

Address: Washington State Convention Center - Halls 4A&B
c/o The Expo Group
705 Pike Street
Seattle, WA 98101

Direct shipments must arrive at show-site beginning at 8:00 am on Saturday, October 14, 2017, through Tuesday, October 17, 2017. Shipping labels are included in this Exhibitor Service Manual.

Please Note:

All items and materials that are brought into the facility may be subject to Material Handling Charges and are the responsibility of the Exhibitor. This also applies to items not ordered through the Official Show Vendors.

Show Carriers

Common Carrier: YRC