



Georgia World Congress Center
Atlanta, GA

Schedule at a Glance & Exhibit Space Info

Location:

Georgia World Congress Center, Building A which is located on the north side of Andrew Young International Boulevard, between the Building B and the College Football Hall of Fame. Once inside the building follow the signs to first level where the exhibit hall is located.

EXHIBITOR INSTALLATION:

Tuesday, November 12, 2019 8:00 AM ~~AM~~ 5:00 PM

All Exhibits must be fully operational by 5:00 PM Tuesday, November 12th. After this hour no installation work will be permitted without special permission from Exhibit Management.

REGISTRATION HOURS:

Tuesday, November 12, 2019	<i>Exhibitor Registration</i>	1:00 PM – 5:00 PM
Wednesday, November 13, 2019		7:00 AM – 5:00 PM
Thursday, November 14, 2019		7:00 AM – 3:00 PM

CONFERENCE SESSIONS:

Tuesday, November 12, 2019	1:00 PM – 5:00 pm	<i>*registration fees apply</i>
Wednesday, November 13, 2019	8:00 AM – 11:30 AM 3:45 PM – 4:45 PM	
Thursday, November 14, 2019	8:00 AM – 11:30 AM 2:45 PM – 5:00 PM	

Conference sessions do not conflict with exhibit hours. Exhibitors are welcome to attend conference sessions. Your Exhibitor badge will grant you access. Pre-Con Sessions require a separate registration & fee.

EXHIBIT HOURS:

Wednesday, November 13, 2019	11:30 AM – 3:30 PM
<i>Networking Party</i>	2:30 PM – 3:30 PM
Thursday, November 14, 2019	11:30 AM – 2:30 PM

EXHIBITOR DISMANTLE:

Thursday, November 14, 2019	2:31 PM – 10:00 PM
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REMOVAL OF EXHIBITS:

All freight not called for by 8:00 PM, Thursday, November 14th will be shipped by a carrier selected by the official drayage contractor at exhibitor's expense.

EXHIBIT HALL MUST BE CLEARED BY 10:00 PM THURSDAY, NOVEMBER 14th!



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EXHIBIT SPACE RENTAL:

Exhibit Space Rental Includes:

- In-line space will have a standard 8' back-wall made of **blue and white drapery panels and 3' blue side rails.**
- **7" x 44" Company Identification Sign**
- **No more than 2 representatives per single 10' x 10' booth**
- **Complimentary Event Magazine Listing (must be submitted by deadline)**
- **Each 10' x 10' and 10' x 20' booths include one 6' table, two chairs, one wastebasket; 10' x 30' and 20' x 20' booths include two 6' tables, 4 chairs 2 wastebaskets; larger booths receive three 6' tables, 6 chairs, 3 wastebaskets**

Carpet and electrical services are not included in the space rental

Carpeting is not required in all exhibit spaces. The exhibit hall itself is not carpeted and the aisles will remain uncarpeted in an effort to maintain a sanitary floor. You are not required to cover your booth space with carpeting or some other type of floor covering, but you can if desired. You may provide your own or rent from the General Contractor (Shepard). Furnishings orders are available through the Exhibitor Resource Section on the event website.

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 Sponsor'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 Clarence Low or Maria Labriola.

Link to the online floor plan:

<https://rocexhibitions.com/floorplans/21sase/exfx.html#floorplan>