

Dear NFMT and CBE Exhibitors,

On May 1, 2020, we sent out an update to our original reschedule notification. Click [here](#) to view a copy of the original email. Click [here](#) to view a copy of the updated email.

We understand you likely have a lot of questions relating to "WHAT NOW?". Due to the numerous logistics in making this decision, there are operational unknowns at this time. Here is an update as to what we currently know.

### **Exhibitor Resources**

The [Exhibitor Resources section](#) has been updated so all the forms, links, and information you will need are available in one location.

### **Freeman**

#### **Event orders:**

Any event orders that you placed with Freeman will remain in their system for the August event and you will not need to re-order.

New orders: Freeman is working on updating all of their forms with new deadline dates. We will notify everyone once Freeman Online reopens so new orders can be placed.

#### **Storage of advance freight:**

Freeman has created a SOP for shows that were postponed and they are going to start charging storage fees for freight that was shipped advance and/direct to show site.

This will **not** apply in the case of NFMT & CBE. NFMT & CBE Show Management will be covering the cost of storage for any of the exhibitors freight that was sent to the warehouse and is being held until the August event.

#### **Exhibitors that need their freight back prior to August:**

If this is urgent and you need freight back immediately:

Maryland is still shut down but Freeman has arranged for their MD warehouse to be open Friday May 8th and Friday, May 15 from 9am-2pm Eastern time for freight pick-ups.

Exhibitors can either have their freight shipped via Freeman Transportation or by a carrier you choose. You will need to contact Freeman to arrange the pick up.

Freeman P: 301.918.7975 E: [freemanwashingtonES@freeman.com](mailto:freemanwashingtonES@freeman.com)

If you can wait until Maryland reopens for business:

Once Freeman is able to open their warehouse for normal business hours, we will notify exhibitors so they can make arrangements with Freeman.

### **Electrical and Plumbing**

Your order will automatically roll over to the August event dates. If you still need to order, the deadline for show discount is July 21.

### **Telephone and Internet**

Your order will automatically roll over to the August event dates. If you still need to order, the deadline for show discount is July 17.

### **Audio Visual**

Your order will automatically roll over to the August event dates. If you still need to order, the deadline for show discount is August 3.

### **Lead Retrieval**

Your order will automatically roll over to the August event dates.

We encourage you to check the [Exhibitor Resources](#) often, as new forms and information are added frequently.

### **Exhibitor Registration**

[Log in to the Exhibitor Dashboard](#) to edit and update your registered personnel. Registration entered prior to March 10 will remain as registered exhibitor staff.

### **Hotels & Travel**

You will need to make new reservations. The rates and hotels, except for the Hilton, remain the same. The group rate is available until July 23, based on availability.

NFMT offers a variety of comfortable and affordable accommodations. We have reserved an exclusive room block with discounted rates, available on a first-come, first-served basis at 5 area hotels within walking distance to the CC.

Visit Baltimore is our official housing agent. Click [here](#) for more details.

If you have questions, please contact the following:

**NFMT Exhibitors:** [Laurie Vega](#) - 414-228-7701 ext 482

**CBE Exhibitors:** [Iris Weinstein](#) - 847-982-0800

**Show Operations:** [Kristen Haley](#) - 630-271-8224 or [Danny Rosenstock](#) - 630-271-3009

Thank you so much for your patience and understanding during this time as we work through all of the logistics for moving NFMT & CBE to August.

Sincerely,

NFMT and Clean Buildings Expo