

## Schedule at a Glance & Exhibit Space Information

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### 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 25<sup>th</sup>. 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
No POV services available Tuesday.	

### Registration Hours:

Monday, March 25	<i>Exhibitors and NFMT Members only</i>	1:00pm – 5:00pm
Tuesday, March 26		7:00am – 5:00pm
Wednesday, March 27		7:00am – 5:00pm
Thursday, March 28		7:00am – 3:30pm

### Conference Hours:

Monday, March 25	Pre-Conference Sessions <i>(separate registration fees apply)</i>	1:00pm – 4:00pm
Tuesday, March 26		8:00am – 11:45am
Tuesday, March 26	Networking Party	4:00pm – 5:00pm
Wednesday, March 27		8:00am – 11:15am 3:45pm – 5:45pm
	Networking Functions	5:00pm – 6:00pm
Thursday, March 28		8:00am – 11:15am 2:45pm – 4:45pm

### Expo Hours:

Tuesday, March 26	12:00pm – 4:00pm
Wednesday, March 27	11:30am – 3:30 pm
Thursday, March 28	11:30am – 2:30pm

**Exhibitor Dismantle:**

Thursday, March 28

2:30pm – 9:00pm

POV/Self Loading

2:30pm – 8:00pm

Friday, March 29

8:00am – 10:00am

**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 Friday, March 29<sup>th</sup> 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 green and black 8' back-wall and 3' black 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:**

NFMT® aisles – Tuxedo

Building Services aisles – Red/black blend

Openings pavilion aisles -Eclipse (blue and black blend)

Smart and Healthy Buildings – Eclipse (blue and black blend)

**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:**

<https://www.rocexhibitions.com/floorplans/19nfmt/efx.html#floorplan>