

Exhibitor Move-Out:

NFMT Remix will begin move out at 2:31 PM on Thursday, November 11th.

Return of Empties:

Freeman personnel will return all empty containers, boxes, wooden crates, pallets, etc. at the close of the show. We anticipate it will take three (3) to four (4) hours to return all empty containers to exhibitors. The best way to keep this process moving quickly is to keep all aisles as clear as possible so crews can return empty containers without unnecessary delays or accidents.

Shipping:

All exhibitors must fill out a Material Handling Agreement (MHA) if shipping out materials via a trucking company.

To receive your MHA and shipping labels please follow the following steps:

Prior to the close of the show:

Fill out the [outbound shipping form](#) and return it to the Freeman service desk onsite.*

*Any open balances with Freeman must be paid in full to receive your MHA.

Once you have packed all of your booth materials:

Once all your booth materials are packed and ready to ship out, return your completed MHA to the Freeman service desk. NO MHAs will be accepted prior to 2:31 PM on Thursday.

NOTE: Do NOT leave your MHA in your booth.

Show Carriers:

Freeman Exhibit Transportation is the official show carrier. You may choose to use an alternate carrier, however, you are responsible for making arrangements for that carrier to pick up your shipment.

Carriers **must** check-in/sign-in at the Freeman Marshalling Yard **no later** than 7:00 PM on Thursday, November 11th. Drivers will be dispatched from the marshalling yard to the Orange County Convention Center.

[Click here for Outbound driver check-in requirements.](#)

[Click here for directions to Freeman's marshalling yard.](#)

Re-routing of Freight:

Any freight not called for by 7:00 PM, Freeman will make final arrangements for re-routing any exhibitor materials that remain on the show floor.

POVs:

Loading by hand:

If you unloaded your own vehicle and hand carried your materials to your booth, a MHA is NOT required, however, a POV dock pass is required. A POV desk will be located near the Freeman service desk where you may retrieve a pass once all of your booth materials are completely packed and ready to be loaded. To gain access to the POV loading area, your pass must be in the vehicle and presented to security at the rear entrance to the loading docks. POV passes will NOT be available until one (1) hour after the close of the show.

Loading with assistance:

If Freeman personnel unloaded your POV with the assistance of a forklift during move in, a MHA is required. Once all of your booth materials are packed and ready to be loaded, please proceed to the Freeman service desk to turn in your MHA. After the paperwork is received you may retrieve your vehicle and proceed to the loading dock. Security personnel working the POV operation will direct you on where to park. Check with Freeman for estimates on any associated fees.