

Move-Out Schedule

See the [Show Floor Access chart](#) for the Exhibitor move-out hours.

In order to help you plan accordingly for hotels, flights, etc., we are including this close of show timetable for **Tuesday, June 7, 2016.**

- Cold storage material handling forms (with **Refrigerated or Frozen** clearly indicated next to the carrier name) must be turned in and freight carriers must be checked in by 10:00 a.m. for all exhibitors.
- Storage of refrigerated/frozen product ends at 12:00 noon.
- Aisle carpet removal begins at 2:01 p.m.
- Food bank donation collection 2:01 p.m. - 5:30 p.m.
- Booth utility services will be disconnected at 2:01 p.m. (including electrical, water, drain, etc.).
- Exhibitor booth dismantling begins at 2:01 p.m.
- Lowe Refrigeration begins collecting rental equipment at 3:00 p.m. Exhibitors should remove any product or have it tagged for donation.
- EACs booth dismantling begins at 3:00 p.m. EACs are not allowed on to the show floor until 3:00 p.m.

- **Empty Return Schedule**

Tuesday, June 7

All boxes & fiber cases delivered 3:30 - 6:00 p.m.

Target 3 wood crates delivered 6:00 - 7:30 p.m.

Target 2 wood crates delivered 7:30 - 9:30 p.m.

Target 1 wood crates delivered 9:30 - 11:00 p.m.

- **Under no circumstance should exhibitors begin dismantling their booths prior to 2:01 p.m.** on Tuesday, June 7. Companies dismantling their booth prior to this time will **risk losing their booth points** for space assignment in the 2017 show.
- Missing your target date for move-out will result in significantly higher costs and delays in delivery.
- **Unpacked or loose product or items are generally considered abandoned and likely to be disposed of during move-out.**
- All **cold storage** must be packed, Outbound Material Handling Order Forms (OMHF) turned in, and pickup carriers checked in **no later** than 10:00 a.m., Tuesday, June 7.
- Forced (abandoned) Freight Policy - If an Outbound Material Handling Form (OMHF) has not been filled out completely and/or turned in to GES and the carrier checked in at the marshaling yard as specified by your target number, GES Logistics will ship the materials back to the sender, collect.