

ASQ World Conference on Quality and Improvement
Charlotte Convention Center
Charlotte, NC

April 30 - May 2, 2017 (show dates)
May 1-3, 2017 (conference dates)

SHOW SCHEDULE/GENERAL INFORMATION

To make your move-in a pleasant experience, please note the following information and instructions.

LOCATION

Charlotte Convention Center
501 South College Street
Charlotte, NC 28202
Exhibit Hall A

Web: <http://www.charlotteconventionctr.com/>

OFFICIAL SHOW DECORATOR

Global Experience Specialists, Inc. (GES)
7000 Lindell Road
Las Vegas, NV 89118-4102

FOR ALL CUSTOMER SERVICE INQUIRIES
(shipping, drayage, rental, and misc. show services)

Phone: (800) 475-2098 **Fax:** (866) 329-1437
Outside the United States: 001-702-515-5970
Web: www.ges.com/chat

EXHIBIT HALL HOURS

Exhibitor Installation

Day	Date	Time
Friday*	April 28	Noon – 4:30 p.m.
Saturday	April 29	Noon - 5:00 p.m.
Sunday	April 30	8:00 a.m. – 4:00 p.m.

**By appointment only; contact Marjorie Maupuy at mmaupuy@asq.org*

Show Open

Day	Date	Time
Sunday	April 30	6:30 p.m. – 8:30 p.m.
Monday	May 1	9:00 a.m. – 5:00 p.m.
Tuesday	May 2	9:00 a.m. – 4:00 p.m.

Exhibitor Dismantle

Day	Date	Time
Tuesday*	May 2	4:00 p.m. – 8:00 p.m.
Wednesday	May 3	8:00 a.m. – Noon

**Please note that boxes/crates will be delivered between 5:00 p.m.-6:00 p.m. In order to avoid overtime labor, we suggest you complete your move out on Wednesday, May 3.*

All Out

Day	Date	Time
Wednesday	May 3	Noon

NOTE: All freight carriers must be checked in with GES by 7:00 p.m. on Tuesday, May 2 or 10:00 a.m. on Wednesday, May 3, 2017.

SHOW FLOOR DETAILS

Show Colors

Drapes:	Blue , Gold, Blue
Side Rails:	Blue
Aisle Carpet:	Gray

Each 10'x10' Booth Includes

1. Draped back wall – 8 ft. high
2. Draped side walls – 3 ft. high
3. One (1) 7"x44" booth sign with company's name (2 line max)
4. General security within the exhibit hall (not individual booths)
5. Carpeting is not included; it needs to be ordered

Exhibit Hall A Specs

Floor Surface:	Cement
Ceiling Height:	30'

Utilities Available – Telephone, Internet, Electrical

DUE DATES

GES Discount Deadlines:	April 7, 2017
Other Vendor Discount Deadlines:	See Key Due Dates page
Advance Shipments to Warehouse:	March 26 - April 25, 2017 Monday - Friday ONLY 8:00 a.m. - 4:30 p.m.
Direct Shipments to Exhibit Site:	Friday - April 28, 2017 Noon - 4:30 p.m. Saturday - April 28, 2017 Noon - 5:00 p.m. Sunday - April 30, 2017 8:00 a.m. - 4:00 p.m.

EXHIBITOR BOOTH REGISTRATION INCLUSIONS

Each 10'x 10' booth – the exhibiting company receives **ONE (1)** complimentary Full Registration Package for the 2017 World Conference on Quality and Improvement.

Full Registration Package: Attend all 3 days of sessions
Online access to conference presentations
Lunch (Monday/Tuesday)
Reception Ticket (Tuesday night)

Additional meal function tickets can be purchased when you register.

Monday Lunch:	\$40
Tuesday Lunch:	\$40
Tuesday Reception:	\$65

ATTENDEE REGISTRATION HOURS

Day	Date	Time
Saturday	April 29	Noon – 5:00 p.m.
Sunday	May 30	8:00 a.m. – 8:00 p.m.
Monday	May 1	7:00 a.m. – 5:00 p.m.
Tuesday	May 2	7:30 a.m. – 5:00 p.m.
Wednesday	May 3	7:30 a.m. – 10:00 a.m.

SHOW SCHEDULE/GENERAL INFORMATION

EXHIBITOR REGISTRATION

All individuals staffing the exhibit booth(s) must register for their name badges by: April 7, 2017.

Exhibit/Sponsor Registration URL:

<https://www.mylibralounge.com/regeng/wcqi0517/exhibitor/en/Register.aspx>

Password: W1C7NC05

Additional information can be found on the *Name Badge Registration Information* under the *Show Organizer Information & Forms* tab.

SELLING ON THE SHOW FLOOR

If you are intending to sell tangible personal property in the state of North Carolina, you will need to complete a *State of North Carolina - Business Tax Registration form*. See the information and directions under the *Additional Service Order Forms* tab. If you are selling and cannot provide the state tax ID number, you will be asked to cease all sales.

VEHICLE PERMITS

In the event your exhibit includes a vehicle of any sort, you must complete the *Vehicle Placement Order Form* (due April 7, 2017). For more information please refer to the *Shipping, Drayage and Material Handling* tab.

ORDERING EXHIBIT SERVICES AND BOOTH UTILITIES ON-SITE

GES, Charlotte Convention Center, Showcare, and AV Network will have service desk representatives onsite accepting orders. Services ordered on-site will be charged at an increased rate. **You will save time and money by using the forms in this kit.**
