



## Show Hours and Schedule

### Exhibitor Registration Hours - (Locations: Exhibit Hall A – Exhibit Hall C)

Sunday, August 4	10:00 AM–4:00 PM
Monday, August 5	7:30 AM – 4:00 PM
Tuesday – Thursday, August 6-8	7:30 AM – 4:30 PM
Friday, August 9	7:30 AM – 1:30 PM

### Show Hours (Building A will open at 7:30AM on Show Days)

Tuesday, August 6 – Thursday, August 8	8:30 AM – 5:00 PM
Friday, August 9	8:30 AM – 2:00 PM

wristband or show badge is required for entrance to the exhibit hall.

### Freight Arrival and Set-up Hours

The arrival of freight and installation of exhibits will take place on the days indicated below. \*Your company's specific assigned freight move-in date is shown on the Assigned Freight Arrival Floor Plans found by clicking [HERE](#). (Scroll and click on [Assigned Freight Arrival & Removal](#)). All vehicles, including privately owned vehicles, delivering freight at the Georgia World Congress Center must check in at the GES Marshalling Yard. (Directions to the Marshalling Yard can be viewed [HERE](#)). Due to security reasons all vehicles are subject to search.

Location	Dates*	Time
<b>Exhibit Hall A</b>	Wednesday, July 31	Daily Check In: 6:00 AM – 14:30 PM – Unloading: 8:00 AM – 17:00 PM
	Thursday, August 1	
	Friday, August 2	
	Monday, August 5	
<b>Exhibit Hall B</b>	Monday, July 29	Daily Check In: 6:00 AM – 14:30 PM – Unloading: 8:00 AM – 17:00 PM
	Tuesday, July 30	
	Wednesday, July 31	
	Thursday, August	
	Friday, August 2	
	Saturday, August 3	
	Sunday, August 4	



## Show Hours and Schedule cont'd

Location	Dates*	Time
<b>Exhibit Hall BC</b>	Thursday, August 1	Daily Check In: 6:00 AM – 14:30 PM – Unloading: 8:00 AM – 17:00 PM
	Friday, August 2	
	Saturday, August 3	
	Sunday, August 4	
<b>Exhibit Hall C</b>	Wednesday, July 31	Check In: 6:00 AM – 14:30 PM – Unloading: 8:00 AM – 17:00 PM
	Thursday, August 1	
	Friday, August 2	
	Saturday, August 3	
	Sunday, August 4	

\*\*Your company's specific assigned freight move-in date is shown on the Assigned Freight Arrival Floor Plan. \*\*GES labor straight time hours are between 8:00 AM and 5:00 PM weekdays. Overtime hours are between 5:00 PM and 8:00 AM weekdays and all-day Saturday, Sunday and holidays.

Any booth not occupied by 3:00 PM, Monday, August 5th will be presumed abandoned. If there is freight in the booth, and we believe the exhibiting company will be late, but will arrive, then GES, the General Contractor, will set up the display as best they can with the information available. If we do not believe the exhibitor will arrive, or if there is nothing in the booth, it will be made into a carpeted lounge, reassigned by IWF Show Management, or used otherwise. Any exhibitor who arrives after either of these steps has been taken will be responsible for the cost incurred by Show Management or the General Contractor.



## Show Hours and Schedule cont'd

**This Clean Floor Policy applies to Hall A, Hall BC, and Hall C only.**

Due to the volume of crates, and limited space for set up, a Clean Floor Policy will be enforced. To avoid any additional charges, empty all wood crates and label them for removal no later than the following times:

### **Sunday, August 4, 2024**

6:00 PM All wood crates will be removed from the hall regardless of status.

### **Monday, August 5, 2024**

1:00 PM All cardboard cartons, fiber cases and access storage must be empty and labelled for removal.

3:00 PM All aisles must be 100% clear of products, ladders or any other items.

6:00 PM All exhibitors appointed contractor carts, both motorized and hand, must be removed from the show floor.

**Monday, August 5, 2024, is the last day for exhibitors to complete final touch-up on their displays and set their product. The above-mentioned procedures, removal of containers (wooden, cartons, etc.) and clearing of aisles will facilitate our execution of opening the show on time.**



## Show Hours and Schedule cont'd

### Freight Removal and Dismantling Hours

Removal of freight and dismantling of exhibits will take place on the days indicated below. \*Your company's specific assigned freight move-out date is shown on the Assigned Freight Removal Floor Plans found by clicking [HERE](#). All vehicles, including privately owned vehicles, picking up freight at the Georgia World Congress Center must check in at the GES marshalling yard. (Directions to the Marshalling Yard can be viewed [HERE](#)).

Location	Dates*	Time
<b>Exhibit Hall A</b>	Saturday, August 10	Check In: 6:00 AM – 14:30 PM – Loading 8:00 AM – 17:00 PM
	Monday, August 12	Check In: 6:00 AM – 14:30 PM – Loading 8:00 AM – 17:00 PM
	Tuesday, August 13	Check In: 6:00 AM – 14:30 PM – Loading 8:00 AM – 17:00 PM
<b>Exhibit Hall B</b>	Friday, August 9	Check In: 13:00 PM – 18:00 PM – Loading 17:00 PM – 22:00 PM
	Saturday, August 10	Check In: 6:00 AM – 14:30 PM – Loading 8:00 AM – 17:00 PM
	Sunday, August 11	Check In: 6:00 AM – 14:30 PM – Loading 8:00 AM – 17:00 PM
	Monday, August 12	Check In: 6:00 AM – 14:30 PM – Loading 8:00 AM – 17:00 PM
	Tuesday, August 13	Check In: 6:00 AM – 14:30 PM – Loading 8:00 AM – 17:00 PM
	Wednesday, August 14	Check In: 6:00 AM – 14:30 PM – Loading 8:00 AM – 17:00 PM
	Thursday, August 15	Check In: 6:00 AM – 14:30 PM – Loading 8:00 AM – 17:00 PM
<b>Exhibit Hall BC</b>	Friday, August 9	Check In: 13:00 PM – 18:00 PM – Loading 17:00 PM – 22:00 PM
	Saturday, August 10	Check In: 6:00 AM – 14:30 PM – Loading 8:00 AM – 17:00 PM
	Sunday, August 11	Check In: 6:00 AM – 14:30 PM – Loading 8:00 AM – 17:00 PM
	Monday, August 12	Check In: 6:00 AM – 14:30 PM – Loading 8:00 AM – 17:00 PM
	Tuesday, August 13	Check In: 6:00 AM – 14:30 PM – Loading 8:00 AM – 17:00 PM
<b>Exhibit Hall C</b>	Friday, August 9	Check In: 13:00 PM – 18:00 PM – Loading 17:00 PM – 22:00 PM
	Saturday, August 10	Check In: 6:00 AM – 14:30 PM – Loading 8:00 AM – 17:00 PM
	Sunday, August 11	Check In: 6:00 AM – 14:30 PM – Loading 8:00 AM – 17:00 PM
	Monday, August 12	Check In: 6:00 AM – 14:30 PM – Loading 8:00 AM – 17:00 PM
	Tuesday, August 13	Check In: 6:00 AM – 14:30 PM – Loading 8:00 AM – 17:00 PM



## **Show Hours and Schedule cont'd**

**You cannot begin to dismantle your exhibit until the show closes at 2:00 PM, Friday, August 9, 2024.**

**Facility must be cleared by Thursday, August 15, 2024, at 6:00 PM**

**\*Your company's specific assigned freight removal date is shown on the Assigned Freight Removal Floor Plan. \*\*GES labor straight time hours are between 8:00 AM and 5:00 PM weekdays. Overtime hours are between 5:00 PM and 8:00AM weekdays and all-day Saturday, Sunday, and holidays.**

### **After Hours Work Permits**

For security reasons, if you need to work later than 6:00 PM, please notify IWF Show Management in the Show Office, Room B208 before 3:00 PM of the same day for approval. Upon approval you will receive a late work sticker which you must always wear to remain in the building.

**No one under the age of 16 will be permitted on the show floor at any time.**