



## Exhibitor FAQ's

- What are the official hours of the trade show?
  - Wednesday, April 2, 2025 1230pm – 5pm
  - Thursday, April 3, 2025 10am – 1pm
  
- What is the set-up and dismantle schedule?
  - Move-In:
    - Tuesday, April 1, 2025 8am – 6pm
    - Wednesday, April 2, 2025 730am – 1030am
  - Move-Out:
    - Thursday, April 3, 2025 1pm – 8pm
    - Friday, April 4, 2025 8am – 1pm
  
- What is included in the booth fee?
  - 10' x 10' booth space
  - 8' high back drape in show colors
  - 3' high side drape in show colors
  - 7" x 44" company ID sign
  - Company listing on AWCI BUILD website
  - Company listing on the official BUILD25 Mobile App
  - VIP passes for complimentary registration for the expo for customers and clients, NOT booth personnel
  - 1 full **OR** 4 trade show only complimentary booth personnel registration per 10' X 10' space
  - Special advertising rates in **AWCI's Construction Dimensions**
  
- What is not included in the booth fee?
  - Furniture
  - Utilities
  - A/V equipment
  - Internet
  - Booth cleaning

- When is my balance due?
  - All booth space must be paid in full by January 10, 2025. Booths contracted after January 10, 2025 must submit payment in full with contract.
- How many complimentary exhibitor badges do I get?
  - Each exhibiting company receives one full registration **OR** four trade show-only passes per 10' x 10' space.
- What happens after I use all of my free exhibitor badges?
  - Exhibitors may purchase additional full registrations, individual tickets for the AWCI convention, and trade show passes by visiting BUILD25 Expo online registration.
- Are exhibitor badges mailed?
  - No, badges can be retrieved at the Exhibitor Registration counter at the BUILD25 Expo (if you will be picking up a group of badges for your staff, please make sure to notify the Trade Show Manager, Samantha Riemer, at [riemer@awci.org](mailto:riemer@awci.org)).
- Who is the official contractor for BUILD25?
  - GES (Global Experience Specialists)
    - 4805 West Sand Lake Road  
Orlando, FL 32819  
407.370.6200  
<http://www.ges.com>
- How do I order furniture and utilities for my booth?
  - Through the online exhibitor service manual.
- Is the expo hall carpeted?
  - No, the expo hall for 2025 is not carpeted and you will need to arrange for floor covering.
- Where is the main entrance to the Exhibit Hall?
  - The main entrance of the exhibit hall will be at the main entrance to Hall C.
- What is the ceiling height in the Exhibit Hall?
  - The ceiling height in Hall C is 30 feet. Please reach out to Samantha Riemer ([riemer@awci.org](mailto:riemer@awci.org)) if you have a question of the ceiling height above your booth space.