



## GENERAL OVERVIEW

### 1. EVENT LOCATION

Loews Royal Pacific Resort, Pacifica Ballroom  
6300 Hollywood Way  
Orlando, FL 32819

### 2. EXHIBIT FLOOR HOURS

Tuesday, Oct 17 5:00pm – 7:30pm  
Wednesday, Oct 18 12:00pm – 5:00pm  
Thursday, Oct 19 12:00pm – 4:00pm (Prize Giveaway in Expo Hall 3:30pm)  
Exhibitors will be allowed access in the hall one (1) hour prior to opening and thirty (30) minutes after the hall closes.

### 3. REGISTRATION HOURS

Monday, October 16 7:00am – 5:00pm  
Tuesday, October 17 7:00am – 7:00pm  
Wednesday, October 18 7:00am – 7:00pm  
Thursday, October 19 7:30am – 4:00pm

### 4. MOVE-IN OF EXHIBITS

Monday, October 16 8:00am – 5:00pm  
Tuesday, October 17 8:00am – 2:00pm

### **All booths must be event-ready by 2:00pm on Tuesday, October 17th.**

All booths must be in place and all materials must be uncrated and tagged for removal with an “Empty” sticker by 2:00pm on Tuesday, October 17th, so we may remove empty containers and clean aisles.

### 5. MOVE-OUT/DISMANTLING OF EXHIBITS

Thursday, October 19 4:15pm – 11:00pm

**This event moves in and out during overtime hours. Overtime rates will apply.**

All bills of lading must be completed and turned into the GES Service Desk no later than one hour prior to end of move-out.

**Absolutely no dismantling of exhibits is permitted prior to the close of the exhibits floor.**