



Dear Chicago Auto Show Exhibitors and Vendors,

Based on the current McCormick Place show schedule, the Overhead Lighting and Truss Installation Schedule will be as follows.

Sunday, February 1, 2015 after 8:00a will be the first date and time we can receive and unload overhead lighting and truss, motors and other instrumentation in both the North and South Halls.

This gives us four days for the overhead lighting installation before the truss must be raised to allow time for flooring installation and ultimately, freight unloading.

The final day for installation will be Wednesday, February 4, 2015. Please plan your schedule so that truss can be raised no later than between 12:00p noon and 4:00p Wednesday, February 4th.

Overhead lighting and truss removal may begin as early as 6:00p Tuesday, February 24, 2015 or as freight in your exhibit area will allow. All overhead lighting and truss must be down, packed and removed from the exhibit hall by 11:59p on Wednesday, February 25, 2015.

GES is pleased to have been selected as your Utility Provider, and we look forward to being of service at the Chicago Auto Show 2015. If you have any questions, please do not hesitate to call or email me at the contact information below.

Thank you and best wishes for a successful Chicago Auto Show.

Sincerely,

Keith Taylor
Senior Operations Manager – GES Electric
Global Experience Specialists (GES)
Email: ktaylor@ges.com
Phone: 630-339-7359

Mission

To create the world's most meaningful and memorable experiences for marketers, show organizers and event attendees.

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Overhead Lighting and Truss Information

Installation of power, hoist motors, truss, lighting and par cans for the 2015 Chicago Auto Show will begin Sunday, February 1, 2015 (after 8:00a) and continue based on the schedule below.

Sunday, February 1, 2015 – Halls A and B

Unloading will begin after 8:00a and labor for installation of power, motors, truss and lighting may begin.

Monday, February 2, 2015 – Halls A and B

Unloading as ordered, installation labor and equipment as ordered will continue.

Tuesday, February 3, 2015 – Halls A and B

Unloading as ordered, installation labor and equipment as ordered will continue.

Wednesday, February 4, 2015 – Halls A and B

Unloading as ordered, installation labor and equipment as ordered will continue. Installation plans should be made to schedule the raising of truss no later than 12:00p noon to 4:00p on Wednesday, February 4, 2015.

Please forward or email the following Overhead Truss and Lighting Labor Schedule to Keith Taylor at GES for both the North and South Halls. Email address is: ktaylor@ges.com. Please forward these requirements as soon as possible but no later than January 16, 2015.

All aerial installations are subject to authorization from the Chicago Automobile Trade Association Management and must comply with all requirements of the Metropolitan Pier and Exposition Authority. Refer to the McCormick Place rules and regulations (exhibitor signs and materials hung from or attached to the building structures) of the McCormick Place Exhibitor Guide in this manual.

Arrangement for Teamster crews to unload your equipment is imperative. Please contact GES for scheduling at 630-339-7373 or email us at autoshowservices@ges.com.

Drawings of truss/lighting installations should be sent or emailed to Keith Taylor at GES.

Keith Taylor
Senior Operations Manager – GES Electric
Global Experience Specialists (GES)
Email: ktaylor@ges.com
Phone: 630-339-7359