



**2018 AUSA ANNUAL MEETING  
EXHIBITOR SERVICES MANUAL**

**CRITICAL MOVE-OUT SCHEDULE**

**HALLS A-C Booths # 100-4599**

Zone	Booth Size	Vehicle Move-Out	Empty Crates Returned By	Carrier Check In	Booth Materials Cleared By
Zone 1	Booths (1500 & Above) Square Feet	Wednesday October 10th 5:30pm	Thursday October 11th 4:00am	Friday October 12th by 10:00am	Friday October 12th 6:00pm
Zone 2	Booths (700-1400) Square Feet	Wednesday October 10th 5:30pm	Thursday October 11th 4:00am	Friday October 12th by 8:00am	Friday October 12th 6:00pm
Zone 3	Booths (100-600) Square Feet	Wednesday October 10th 5:30pm	Thursday October 11th 2:00am	Thursday October 11th by 10:00am	Thursday October 11th 6:00pm

**HALL D Booths # 6000-8399**

Zone	Booth Size	Vehicle Move Out	Empty Crates Returned By	Carrier Check In	Booth Materials Cleared By
Zone 4	Booths (1500 & Above) Square Feet	Wednesday October 10th 5:30pm	Thursday October 11th 3:00am	Thursday October 11th by 12:00pm	Thursday October 11th 9:00 pm
Zone 5	Booths (700-1400) Square Feet	Wednesday October 10th 5:30pm	Thursday October 11th 3:00am	Thursday October 11th by 6:00am	Thursday October 11th 3:00 pm
Zone 6	Booths (100-600) Square Feet	Wednesday October 10th 5:30pm	Wednesday October 10th 8:00pm	Wednesday October 10th by 10:00pm	Thursday October 11th 5:00 am

**HALL E Booths # 8400-9499**

Zone	Booth Size	Vehicle Move-Out	Empty Crates Returned By	Carrier Check In	Booth Materials Cleared By
Zone 7	Booths (1500 & Above) Square Feet	Wednesday October 10th 5:30pm	Thursday October 11th 4:00am	Friday October 12th by 10:00am	Friday October 12th 8:00 pm
Zone 8	Booths (700-1400) Square Feet	Wednesday October 10th 5:30pm	Thursday October 11th 4:00am	Friday October 12th by 8:00am	Friday October 12th 6:00 pm
Zone 9	Booths (100-600) Square Feet	Wednesday October 10th 5:30pm	Thursday October 11th 2:00am	Thursday October 11th by 10:00am	Thursday October 11th 6:00 pm

**MOVE-OUT TIMELINE:**

- Aisle carpet will be rolled up starting at 5:30pm in all Halls on Wednesday, October 10<sup>th</sup> to prepare for vehicle move out and empty crate return
- Vehicles drivers should report to their booth spaces by 4:30pm in all Halls on Wednesday, October 10<sup>th</sup> to prepare for vehicle move out
- All exhibitors may begin dismantle at 5:00pm in all Halls on Wednesday, October 10<sup>th</sup> but please note, 100% of empty crates will not be returned until 4:00am on Thursday, October 11<sup>th</sup>