



## EXHIBIT & MEETING SUITES SCHEDULE

*(Exhibit hours are subject to change. Should a change occur, all exhibitors will be notified in writing.)*

<b>Sunday, February 11</b>	
8:00 AM – 4:30 PM	Exhibit Hall Move-In
12:00 PM – 6:00 PM	Registration Opens
<b>Monday, February 12</b>	
7:00 AM – 5:00 PM	Registration Opens
8:00 AM – 4:30 PM	Exhibit Hall Move-In
8:00 AM – 4:30 PM	Exhibitor Demo & Meeting Suites Move-In
<b>Tuesday, February 13</b>	
7:00 AM – 5:00 PM	Registration Opens
7:00 AM – 7:00 PM	Exhibitor Demo & Meeting Suites Open
<b>9:15 AM – 5:00 PM</b>	<b>Exhibits Open</b>
3:30 PM – 5:00 PM	Networking Break and Reception on the Exhibit Floor
<b>Wednesday, February 14</b>	
7:00 AM – 5:30 PM	Registration Opens
7:00 AM – 7:00 PM	Exhibitor Demo & Meeting Suites Open
<b>9:15 AM – 4:30 PM</b>	<b>Exhibits Open</b>
3:30 PM – 4:30 PM	Networking Break and Reception on the Exhibit Floor
<b>Thursday, February 15</b>	
6:30 AM – 1:30 PM	Registration Opens
7:00 AM – 2:15 PM	Exhibitor Demo & Meeting Suites Open
<b>9:30 AM – 2:15 PM</b>	<b>Exhibits Open</b>
2:15 PM – 10:00 PM	Exhibitor & Meeting Suites Move-Out
<b>Friday, February 16</b>	
8:00 AM – 12:00 PM	Exhibitor Move-Out

*Please note: **ALL EXHIBITS MUST BE SET BY 4:30 PM ON MONDAY, February 12, 2024.** After this time, show management reserves the right to use any empty space in a way that will complement the overall appearance of the exhibition. If you foresee any difficulty in meeting this deadline, you must request a variance. Please contact Brittany Spargo at 571-279-0021 or [Brittany.Spargo@spargoinc.com](mailto:Brittany.Spargo@spargoinc.com) by **Friday, February 9.***

*Only official contractors, exhibitor appointed contracts and exhibiting company personnel are permitted on the show floor during move-in and move-out.*

*With respect and safety to fellow exhibitors, no display may be dismantled, or packing started before **2:15 PM on Thursday, February 15.** Please make travel plans accordingly.*