



EXHIBIT & MEETING SUITES SCHEDULE

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

Sunday, January 26	
8:00 AM – 4:30 PM	Exhibit Hall Move-In
12:00 PM – 5:00 PM	Registration Opens
Monday, January 27	
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
Tuesday, January 28	
7:00 AM – 5:00 PM	Registration Opens
7:00 AM – 7:00 PM	Exhibitor Demo & Meeting Suites Open
9:15 AM – 5:00 PM	Exhibits Open
3:45 PM – 5:00 PM	Networking Reception on the Exhibit Floor
Wednesday, January 29	
7:00 AM – 5:30 PM	Registration Opens
7:00 AM – 7:00 PM	Exhibitor Demo & Meeting Suites Open
9:15 AM – 5:00 PM	Exhibits Open
3:45 PM – 5:00 PM	Networking Reception on the Exhibit Floor
Thursday, January 30	
6:30 AM – 12:30 PM	Registration Opens
7:00 AM – 12:30 PM	Exhibitor Demo & Meeting Suites Open
9:30 AM – 12:30 PM	Exhibits Open
12:30 PM – 10:00 PM	Exhibitor & Meeting Suites Move-Out
Friday, January 31	
8:00 AM – 12:00 PM	Exhibitor Move-Out

*Please note: **ALL EXHIBITS MUST BE SET BY 4:30 PM ON MONDAY, January 27, 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 by **Friday, January 24.***

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 **12:30 PM on Thursday, January 30.** Please make travel plans accordingly.*