MOVE-IN AND MOVE-OUT REMINDERS

IMPORTANT NOTES

- The deadline for Advance Warehouse Shipments to be received on or before Friday, February 19, 2027.
- In November, be sure to review the online Freight Target Floor Plans to find your booth's target move-in date and time.
- All shipments (display/product) must be in the exhibit space and unpacked with crates ready for empty storage by Monday, March 8, 2027 at 5:00 p.m.
- Exhibitors working before 7:00 a.m. or past 6:00 p.m. must complete an Extended Work Authorization Form available through your Sales Manager prior to the Show or at the Help Centers on-site.
- Move-out begins at 3:00 p.m., Thursday, March 11, 2027. Do not begin packing your product or dismantling your booth early! If observed tearing down early, exhibitors may receive a $1,000 fine. Empties will start to be returned at 4:00 p.m. once the aisle carpet has been removed.
- Exhibitors are responsible for their booth and items at all times. Security vendors are available for hire during off hours.
- Marshaling Yard will be open from 6:00 a.m. to 2:00 p.m. on the week days.
- Marshaling Yard will be CLOSED Saturday, March 6 and Sunday, March 7. No Freight will be received over the weekend. Carriers should be provided with this information, please plan accordingly.

EXHIBITOR MOVE-IN SCHEDULE

Wednesday, March 3, 2027	8:00 a.m. – 4:30 p.m.	Target Move-In
Thursday, March 4, 2027	8:00 a.m. – 4:30 p.m.	Target Move-In
Friday, March 5, 2027	8:00 a.m. – 4:30 p.m.	Target Move-In
Saturday, March 6, 2027	Dark Day	Freeman Labor & Marshaling Yard
	10:00 a.m. – 2:00 p.m.	Exhibitor Service Center
	8:00 a.m. – 4:30 p.m.	Exhibitor Only Work
Sunday, March 7, 2027	Dark Day	Freeman Labor & Marshaling Yard
	10:00 a.m. – 2:00 p.m.	Exhibitor Service Center
	8:00 a.m. – 4:30 p.m.	Exhibitor Only Work
*Monday, March 8, 2027	8:00 a.m. – 4:30 p.m.	All Exhibit Halls

***All booths must be set by Monday, March 8, 2027 at 5:00 p.m. Exhibitors may work later on Monday, March 8, if necessary.**

EXHIBITOR MOVE-OUT SCHEDULE

Thursday, March 11, 2027	3:00 p.m. – 10:00 p.m.	All Exhibit Halls
Friday, March 12, 2027	8:00 a.m. – 4:30 p.m.	All Exhibit Halls
Saturday, March 13, 2027	8:00 a.m. – 4:30 p.m.	All Exhibit Halls**
Sunday, March 14, 2027	8:00 a.m. – 4:30 p.m.	Dark Day
Monday, March 15, 2027	8:00 a.m. – 4:30 p.m.	All Exhibit Halls

****To move out on Saturday, March 13, 2027, you must sign up at the Service Desk by Tuesday, March 9, 2027. Sign up begins Wednesday, March 3, 2027.**

THREE PRODUCTIVE SHOW DAYS

Tuesday, March 9,
8:30 a.m. – 5:30 p.m.

Wednesday, March 10,
8:30 a.m. – 5:30 p.m.

Thursday, March 11,
8:30 a.m. – 3:00 p.m.

POWER HOUR:
5:30 - 6:30 p.m.

Tuesday & Wednesday!

(see below for more info.)

South Building (Hall A) & North Building (Hall B) Exhibitors

All materials must be packed, Material Handling Agreements (MHA) turned into the Exhibitor Services Center and freight removed by 4:30 p.m. on Monday, March 15, 2027. Carriers must check-in at the Marshaling Yard by 12:00 p.m. on Monday, March 15, 2027. In the event your selected carrier fails to show on the final move out day, Freeman reserves the right to re-route your freight onto another carrier.

CRATE RETURN SCHEDULE FOR ALL BUILDINGS

The Show closes at 3:00 p.m. on Thursday, March 11, 2027. The anticipated schedule to return cardboard boxes, fiber cases and empty crates for products will be as follows:

Thursday, March 11, 2027

3:00 p.m. Begin removal of aisle carpeting.
4:00 p.m. Begin returning Priority Storage
5:00 p.m. Begin returning all other empty storage

Friday, March 12, 2027

12:00 a.m. Anticipated completion of returning all empty crates.

SECURE YOUR PRODUCT SAMPLES AND MERCHANDISE

During move-in, move-out and Show days, IHA will provide perimeter guard service in all exhibit halls. To aid in these efforts, it is imperative that exhibitors secure their product samples and merchandise. Take advantage of the complimentary security lock-up areas available on each exhibit floor and do not leave booth unattended.