



5931 West Campus Circle Drive  
 Irving, Texas 75063  
 Phone: (972) 751-9400  
 Fax: (972) 751-9500  
 www.packexpo.com

October 14-17, 2018  
 McCormick Place  
 Chicago, Illinois USA

CO - LOCATED



Healthcare  
 PACKAGING  
 EXPO

October 14-17, 2018 • McCormick Place  
 Chicago, Illinois USA

## Quick Facts

**Discount Deadline:**  
**August 27, 2018**  
 (excludes labor)

# 1 Exhibit Hall Carpet/ Drape

**Please contact your Customer Account Manager (CAM) if you have any questions on your Booth Drape or Aisle Carpet colors.**

All exhibitors will be provided a 7" x 44" Identification Sign with company name and booth number (at No Charge).

All in-line booth spaces will be automatically set with 8' high back drape and 36" high side dividers.

- Island Booths  
 Booth Drape will NOT be automatically set for Island Booths. If drape is required, please use the Furniture and Accessories forms to order.
- Peninsula Booths  
 Booth Drape will automatically be set at 8' high along the backwall for all peninsula booths according to the show rules and regulations. Setbacks apply to peninsula-end cap booths.
- See Rules and Regulations for setback guidelines.

For planning purposes, aisle carpet and booth drape will be color coded as follows:

West Building	300 - 1099	Midnight Blue Carpet	White Drape
South Building	1400 - 4399	Tuxedo Carpet	Grey Drape
North Building Upper Level 3	4500 - 6399	Tuxedo Carpet	Grey Drape
Lakeside Center Upper Level 3	6700 - 8999	Tuxedo Carpet	Grey Drape
Lakeside Center Lower Level 2	9000 - 11199	Tuxedo Carpet	Grey Drape

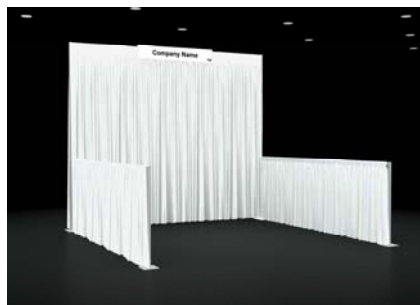
Pavilions will be color coded as follows:

Association Pavilion	Tuxedo Carpet	Hardwall
Education Pavilion	Tuxedo Carpet	Hardwall
The Confectionary Pavilion	Red Pepper Carpet	White Drape
The PACKage Printing Pavilion	Midnight Blue Carpet	White Drape
The Containers and Materials Pavilion	Midnight Blue Carpet	Black Drape
The Reusable Packaging Pavilion	Green Carpet	White Drape

**➔ (NOTE: In the Showcase of Packaging Innovations® the whole area is in Black.)**

# 2 Booth Setup

In-Line Booths are set with backwall and sidewall drape as shown below. Carpeting is required and is the responsibility of the exhibitor. If you wish to upgrade your booth with a hardwall exhibit or additional furniture, please review the exhibiting packages information, furniture order forms or our Modular System offerings.





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### 3 Discount Deadline Date

One deadline to remember for all services! Mark your calendar now. Place your order and payment by **August 27, 2018** to take advantage of discounted prices for all services excluding labor and material handling.

### 4 Show Schedule

<b>Exhibitor Move-In</b>		<b>West Building</b>	<b>Booths 300 - 1099</b>
		<b>South Building</b>	<b>Booths 1400 - 4399</b>
		<b>North Building</b>	<b>Booths 4500 - 6399</b>
Monday	October 8, 2018		12:00 pm - 8:00 pm
Tuesday	October 9, 2018		8:00 am - 4:30 pm
Wednesday	October 10, 2018		8:00 am - 4:30 pm
Thursday	October 11, 2018		8:00 am - 4:30 pm
Friday	October 12, 2018		8:00 am - 4:30 pm
Saturday	October 13, 2018		8:00 am - 2:00 pm
		<b>Lakeside Upper Level 3</b>	<b>Booths 6700 - 8999</b>
Tuesday	October 9, 2018		8:00 am - 4:30 pm
Wednesday	October 10, 2018		8:00 am - 4:30 pm
Thursday	October 11, 2018		8:00 am - 4:30 pm
Friday	October 12, 2018		8:00 am - 4:30 pm
Saturday	October 13, 2018		8:00 am - 2:00 pm
		<b>Lakeside Lower Level 2</b>	<b>Booths 9000 - 11199</b>
Wednesday	October 10, 2018		8:00 am - 4:30 pm
Thursday	October 11, 2018		8:00 am - 4:30 pm
Friday	October 12, 2018		8:00 am - 4:30 pm
Saturday	October 13, 2018		8:00 am - 2:00 pm

**See Target Move-In Schedule in Section 6 for your target day and time.**

**IMPORTANT:** All drayage/material handling is included in your space rate, provided your shipment/truck checks in at the PACK EXPO Services Marshalling Yard by 2:00 pm on your assigned targeted move-in date and time.

All exhibits must be fully installed by Saturday, October 13, 2018 at 2:00 pm.

If the installation of an exhibit has not started by 2:00 pm on Saturday, October 13, 2018, Show Management reserves the right to authorize PACK EXPO Services to begin the installation process at the exhibitor's expense.

**Any special equipment needed for unloading will be charged separately including cranes and 15,000 pound fork trucks.**



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## Quick Facts

**Discount Deadline:**  
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# 4 Show Schedule (continued)

### Exhibit Hours

Sunday	October 14, 2018
Monday	October 15, 2018
Tuesday	October 16, 2018
Wednesday	October 17, 2018

### All Halls

9:00 am - 5:00 pm
9:00 am - 5:00 pm
9:00 am - 5:00 pm
9:00 am - 3:00 pm

### Exhibitor Move-Out

Wednesday	October 17, 2018
Thursday	October 18, 2018
Friday	October 19, 2018

### West Building

3:00 pm - 10:00 pm
8:00 am - 4:30 pm
8:00 am - 12:00 pm

The **WEST BUILDING** must be cleared by 12:00 noon on Friday, October 19, 2018.

### Exhibitor Move-Out

Wednesday	October 17, 2018
Thursday	October 18, 2018
Friday	October 19, 2018
Saturday	October 20, 2018

### South, North and Lakeside Buildings

3:00 pm - 10:00 pm
8:00 am - 4:30 pm
8:00 am - 4:30 pm
8:00 am - 3:00 pm

The **SOUTH, NORTH, AND LAKESIDE BUILDINGS** must be cleared by 3:00 pm on Saturday, October 20, 2018.

The return of empty crates will take approximately seven (7) to nine (9) hours. If riggers were used to remove machinery from crates or skids, these items will not be returned automatically. Your dismantle rigging crew will return empty skids and machinery crates.

All outbound carriers must check-in no later than 2:00 pm on Friday, October 19, 2018, at PACK EXPO Services Marshalling Yard. If your outside carriers do not check-in prior to 2:00 pm on Friday, October 19, 2018, PACK EXPO Services will reroute the shipment via the most convenient manner available. The exception to this rule are exhibitors with an outbound target date of Saturday, October 20, 2018. Trucks for Saturday outbound targets must be checked-in by 9:00 am on Saturday, October 20, 2018. Please refer to Sections 6 and 7 for more shipping and target time information.

**NOTE TO EXHIBITORS:** If the carrier's name listed on the outbound Material Handling Agreement (Bill of Lading) DOES NOT MATCH the name of the carrier that checks into the Marshalling Yard to pick up your company's freight - **THE FREIGHT WILL NOT BE RELEASED.** Please make sure there is a phone number where we can reach you to help solve this problem, or keep a company representative onsite through move-out to ensure freight is successfully picked up.



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## 5 Warehouse Shipments

### **Advance Receiving at the Warehouse**

Warehouse Shipping Address: **\*\*NEW ADDRESS AS OF SEPTEMBER 17, 2018\*\***

PACK EXPO International and Healthcare Packaging EXPO 2018  
 Exhibiting Company Name  
 Booth # \_\_\_\_\_  
 c/o J & J Motor Freight  
 3333 South Iron Street  
 Chicago, IL 60608

PACK EXPO Services will accept crated, boxed or skidded materials beginning on Monday, August 27, 2018, at the above address. To avoid additional charges, materials must arrive to the warehouse by Friday, September 28, 2018. The warehouse will receive shipments Monday through Friday during the hours of 9:00 am to 3:00 pm.

**Please note that the warehouse will be closed Monday, September 3, 2018 for the Labor Day holiday.**

Please be advised of the following guidelines for warehouse shipments and make sure the person responsible for your shipping arrangements has this information.

1. Warehouse Dock Door size: 9' wide x 10' high
2. Dimensions of freight should not exceed 8'-4" wide x 8'-5" high
3. Heaviest piece should not exceed 5,000 lbs.
4. Only crated, boxed, or skidded shipments will be accepted at the warehouse. NO loose or uncrated shipments or bulk carpet shipments.
5. All carpet must be skidded and separated by booth.

Any shipments that are unable to meet these guidelines will need to ship direct to show site.

**NOTE: Cranes cannot be used at the warehouse. If you need special equipment to unload your materials at the warehouse, please contact PACK EXPO Services at 972-751-9400.**

**IMPORTANT:** All warehouse shipments will be charged a special assessment of \$15.00/ cwt with a \$150.00 minimum. See Material Handling Information forms in Section 3.

## 6 Show Site Shipments

### **Show Site Shipments**

Show Site Shipping Address:

PACK EXPO International and Healthcare Packaging EXPO 2018  
 Exhibiting Company Name  
 Booth # \_\_\_\_\_  
 McCormick Place  
 c/o PACK EXPO Services  
 2301 South King Drive  
 Chicago, IL 60616

- Show site freight must be delivered on the assigned target date. Reference target move-in floor plans in Section 6.
- All drayage/material handling is included in your space rate, provided your shipment/truck checks-in at the McCormick Place Marshalling Yard by 2:00 pm on your assigned-targeted move-in date and time.
- All vehicles, including privately owned vehicles (POVs), with materials for delivery must check-in at the Marshalling Yard located West of Lake Shore Drive, approximately 6 blocks south of McCormick Place at 31st Street and Moe Street. (See map in Section 6 for more information.)