### Exhibit Hall Colors
Back drape color: Navy/White/Navy  
Side drape color: White  
Aisle carpet color: Pepper  

**NOTE:** Carpet/Flooring is REQUIRED for all exhibitors in the show.

### Exhibit Hall Hours

**Exhibitor Move-In**  
Friday April 22, 2022  1:00pm - 5:00pm  (Targets 600 + sq ft Only)  
Saturday April 23, 2022  8:00am - 5:00pm  (all Exhibitors)  
Sunday April 24, 2022  8:00am - 5:00pm  

All exhibits must be fully installed, empty containers removed and moved to storage **by 5:00pm on Sunday, April 24, 2022.** Additional charges may apply for empty removal after this time.

### Show Hours

- **Monday** April 25, 2022  10:00am - 5:00pm  
- **Tuesday** April 26, 2022  10:00am - 5:00pm  
- **Wednesday** April 27, 2022  10:00am - 2:00pm

### Exhibitor Move-Out

- **Wednesday** April 27, 2022  2:00pm - 10:00pm  
- **Thursday** April 28, 2022  8:00am - 10:00am

### Dismantle

The Expo Group will begin returning empty containers **once aisle carpet has been removed from the floor.**

All Booths must be dismantled by Thursday, April 28, 2022 by 8:00am.

All carriers other than the official show carriers must check in at the freight desk by 8:00am on Thursday, April 28, 2022 otherwise exhibitor shipments will be subject to rerouting.

### Important Dates

#### Expedite Fees
- Portable Solutions, Perspective Rental Exhibits and Accessories, and Graphics  
  - 50% Expedite Fee if ordered after April 1, 2022.  
  - 100% Expedite Fee if ordered after April 8, 2022.

#### Installation Dates
Audio Visual/Computer equipment, if ordered, will be installed starting on April 22, 2022.

#### Cancellation Dates
- Portable Solutions, Perspective Rental Exhibits and Accessories, and Graphics  
  - A 50% penalty is charged for cancellations after March 28, 2022, and prior to April 13, 2022.
Cancellation Dates (cont.)

Labor
Labor cancellations received less than 2 days prior to scheduled service will be billed a 1-hour minimum charge.

All Remaining Services
Received on or after April 12, 2022, are subject to a charge of 100% of the order total.

Advance Receiving at the Warehouse

Address:
<EXHIBITOR COMPANY NAME>
<EXHIBITOR BOOTH NUMBER>
GEOINT Symposium 2022
c/o The Expo Group
ABF Freight
5871 N Broadway
Denver, CO 80216

- Advance Shipments will be accepted between Monday, March 28, 2022 through Tuesday, April 19, 2022.
- Materials received after April 15, 2022 will be subject to an additional surcharge.
- Warehouse hours are Monday through Friday, 9:00 am to 3:00 pm.

Direct Shipments to Gaylord Rockies Resort & Convention Center

Address:
<EXHIBITOR COMPANY NAME>
<EXHIBITOR BOOTH NUMBER>
GEOINT Symposium 2022
Gaylord Rockies Resort & Convention Center
c/o The Expo Group
6700 North Gaylord Rockies Blvd
Aurora, CO 80019

Direct shipments must arrive at show-site beginning at 1:00pm on Friday, April 22, 2022 through Wednesday, April 27, 2022. Shipping labels are included in this Exhibitor Service Manual.

PLEASE NOTE: All freight and furniture for Meeting Rooms will be delivered to your booth. Additional booth labor may be required to move materials from your booth to your designated Meeting Room.
Shipping Information

Please Note:
All items and materials that are brought into the facility may be subject to Material Handling charges and are the responsibility of the Exhibitor. This also applies to items not ordered through the Official Show Vendors.

Show Carriers
Common Carrier: ABF Freight
Air Carrier / Small Package: Airways Freight