



Exhibit Hall Colors
 Back drape color: Royal Blue / White / Royal Blue
 Side drape color: Royal Blue
 Aisle carpet color: Pepper

Exhibit Hall Exhibitor Move-In

Hours	Sunday	October 3, 2021	By Appointment Only (Targets 600 sq. ft. and larger only.)
	Monday	October 4, 2021	8:00 am - 5:00 pm (All Exhibitors.)
	Tuesday	October 5, 2021	8:00 am - 5:00 pm

All exhibits must be fully installed, empty containers removed and moved to storage by 5:00 pm on Tuesday, October 5, 2021. Additional charges may apply for empty removal after this time.

Show Hours

Wednesday	October 6, 2021	10:00 am - 5:00 pm
Thursday	October 7, 2021	10:00 am - 5:00 pm
Friday	October 8, 2021	10:00 am - 2:00 pm

Exhibitor Move-Out

Friday	October 8, 2021	2:01 pm - 10:00 pm
Saturday	October 9, 2021	8:00 am - 10:00 am

Dismantle The Expo Group will begin returning empty containers **once aisle carpet has been removed from the floor.**
 All Booths must be dismantled by Saturday, October 9, 2021 by 8:00 am.
 All carriers other than the official show carriers must check in at the freight desk by 8:00 am on Saturday, October 9, 2021, 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 September 12, 2021.
 100% Expedite Fee if ordered after September 19, 2021.

Installation Dates

Audio Visual/Computer equipment, if ordered, will be installed starting on October 4, 2021.

Cancellation Dates

Portable Solutions, Perspective Rental Exhibits and Accessories, and Graphics
 A 50% penalty is charged for cancellations after September 7, 2021, and prior to September 23, 2021.

Labor

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



5931 Campus Circle Drive West, Irving, Texas 75063
Phone: 972.580.9000
Email: ExhibitorService@theexpogroup.com
Order Services online at theexpogroup.com

GEOINT 2021 Symposium
October 5-8, 2021 (Event)
October 6-8, 2021 (Exhibits)
America's Center Convention Complex
St. Louis, MO

**Discount Deadline:
September 7, 2021**

Important
Dates
(cont.)

Cancellation Dates (cont.)

All Remaining Services

Received on or after September 23, 2021, are subject to a charge of 100% of the order total.

Shipping
Information

Advance Receiving at the Warehouse

Address: <EXHIBITOR COMPANY NAME>
<EXHIBITOR BOOTH NUMBER>
GEOINT 2021 Symposium
c/o The Expo Group
YRC Freight
400 Barton Street
St. Louis, MO 63104

- Advance Shipments will be accepted between Tuesday, September 7, 2021, through Friday, October 1, 2021.
- **Materials received after September 26, 2021 will be subject to an additional surcharge.**
- Warehouse hours are Monday through Friday, 9:00 am to 3:00 pm.

Direct Shipments to America's Center Convention Complex - Halls 1-4

Address: <EXHIBITOR COMPANY NAME>
<EXHIBITOR BOOTH NUMBER>
GEOINT 2021 Symposium
America's Center Convention Complex - Halls 1-4
c/o The Expo Group
701 Convention Plaza
St. Louis, MO 63101

Direct shipments must arrive at show-site beginning at 1:00 pm on Sunday, October 3, 2021 through Friday, October 8, 2021. Shipping labels are included in this Exhibitor Service Manual.

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: YRC Freight
Air Carrier / Small Package: Airways Freight