

**SERVICE INFORMATION**

**BOOTH EQUIPMENT**

Career Fair 10' x 10' exhibit booths will be set with 8' high gold/blue/gold back drape, 3' high gold side dividers, (1) 6' blue draped table, (2) Limerick® chairs by Herman Miller, (1) wastebasket, and a 7" x 44" one-line identification sign.

College/Graduate 10' x 10' exhibit booths will be set with 8' high blue/gold/blue back drape, 3' high blue side dividers, (1) 6' blue draped table, (2) Limerick® chairs by Herman Miller, (1) wastebasket, and a 7" x 44" one-line identification sign.

Hanging signs overhead will be allowed for island booths only. Please note that the ceiling height is 16'. No in-line booth hanging signs will be allowed.

**EXHIBIT HALL CARPET**

The exhibit area is NOT carpeted. Career Fair aisles will be carpeted in Midnight Blue. College/Graduate Fair aisles will be carpeted in tuxedo. Carpet is required for all Career Fair exhibit booths whether purchased externally or through Freeman.

**DISCOUNT PRICE DEADLINE DATE**

Order early to take advantage of advance order discount rates, place your order by March 04, 2014.

**SHOW SCHEDULE**

**EXHIBITOR MOVE-IN**

For more information and helpful hints on preshow procedures and move-in, please go to [www.freemanco.com/preshowFAQ](http://www.freemanco.com/preshowFAQ).

Tuesday	March 25, 2014	12:00 PM - 4:30 PM
Wednesday	March 26, 2014	8:00 AM - 4:30 PM

**CAREER FAIR & COLLEGIATE/GRADUATE SCHOOL INNOVATIONS & INDUSTRY SHOWCASE SHOW HOURS (RYMAN C1-C2)**

Thursday	March 27, 2014	11:00 AM - 12:00 PM	APEX Hour
	March 27, 2014	12:00 PM - 4:00 PM	General Hours
	March 27, 2014	4:00 PM - 5:00 PM	PCI Only
Friday	March 28, 2014	11:00 AM - 12:00 PM	Senator Hour
	March 28, 2014	12:00 PM - 5:00 PM	General Hours

**INTERVIEW BOOTH HOURS (RYMAN B2-B4)**

Thursday	March 27, 2014	8:00 AM - 6:00 PM
Friday	March 28, 2014	8:00 AM - 6:00 PM

**EXHIBITOR MOVE-OUT**

For more information and helpful hints on postshow procedures and move-out, please go to [www.freemanco.com/postshowFAQ](http://www.freemanco.com/postshowFAQ)

Friday	March 28, 2014	5:00 PM - 10:00 PM
Saturday	March 29, 2014	8:00 AM - 12:00 PM

**Please Note: Overtime charges will be incurred during the entire move-out on Friday, March 28, 2014 and Saturday, March 29, 2014.**

**DISMANTLE AND MOVE-OUT INFORMATION**

- Freeman will begin returning empty containers as soon as the aisle carpeting is removed from the exhibit floor.
- All exhibitor materials must be removed from the exhibit facility by Saturday, March 29, 2014 at 12:00 PM.