**HOURS OF OPERATION**

**EXHIBITION HOURS**
The Moscone Center 3rd Floor, Moscone West
Tuesday, 30 January 10:00 am - 5:00 pm
Wednesday, 31 January 10:00 am - 5:00 pm

**REGISTRATION HOURS**
Exhibitor Registration is located in Moscone West
Sunday, 28 January 7:30 am to 5:00 pm
Monday, 29 January 7:30 am to 5:00 pm
Tuesday, 30 January 7:30 am to 5:00 pm
Wednesday, 31 January 7:45 am to 5:00 pm

**EXHIBIT SET-UP HOURS**
Monday, 29 January 11:00 am - 5:00 pm* (All exhibitors)
Tuesday, 30 January 7:15 am – 9:00 am (All exhibits must be set by 9:00 am)
*May stay after hours if needed – No in & out access allowed after 8:00 pm.

**EXHIBIT TEAR-DOWN HOURS** *
Wednesday, 31 January 5:00 pm - 7:00 pm
Exhibitors dismantling or packing exhibits prior to the official closing time of 5:00 pm will forfeit 50% of earned priority points and incur a $250.00 fee!

**SHIPPING**

*Advance Warehouse - Suggested shipping method:*
Ship your materials to the Freeman Advance Warehouse for fastest delivery and least expensive material handling. Long wait times may occur for direct shipment delivery. Refer to the set-up times for your booth. *Materials delivered to the Freeman Advanced Warehouse will not be subject to overtime charges.*

*Driving Booth Material in Yourself?*
  - Freeman offers a cart service to help transport your booth material

*Shipping your Freight Direct?*
Direct freight will arrive at the facility beginning on Monday, 29 January 2024
Use the attached AVR direct shipping labels and include the following information in the ‘TO’ line:

**Exhibiting Company Name / Booth**
# SPIE AV | VR | MR Conference
2024 Moscone Center West
C/O Freeman
800 Howard St.
San Francisco, CA 94103

AR/VR freight to be shipped in separate shipment. Freeman Transport can assist with your shipment: exhibit.transportation@freeman.com

*Questions?* Contact SPIE at exhibitions@spie.org, Tel: +1 360 676 3290; Fax: +1 360 647 1445