



DIRECT SHIPMENT SCHEDULE

Please refer to the floor plan, which follows, to determine the move-in date and time for direct shipments of freight.

If you are planning to ship directly to show site, you **MUST** notify your carrier to schedule delivery based on the following schedule:

ZONE	TARGET DAY	TARGET DATE	TRUCK CHECK-IN	LOCATION	DELIVERY TIME
1	Saturday	April 29, 2023	10:00am	Marshalling Yard	1:00pm
2	Saturday	April 29, 2023	1:00pm	Marshalling Yard	4:00pm
3	Monday	May 1, 2023	7:00am	Marshalling Yard	8:00am

A **\$30.00 per shipment fee will be added to your invoice for the use of the marshalling yard.**

Delivery times **BEGIN** at these times. Allow 6-8 hours to complete freight delivery in each zone.

DIRECT SHIPMENT NOTIFICATION

All exhibitors **MUST** return the freight routing form by April 14, 2023 to confirm all direct shipments to show site. Please include the following information:

- Company name and booth number
- Total number of pieces
- Total weight of shipment(s)
- Name of carrier

Please direct all inquires regarding shipments to the Arata Expositions, Inc. freight coordinator at 301.921.0800