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## Expo Quick Facts/ Show Information

*Deadline date to receive discounted rates:* September 18, 2024

### SCHEDULE

<i>Exhibitor Move-in:</i>	Saturday,	October 5, 2024	8:00am - 8:30pm
	Sunday,	October 6, 2024	6:30am - 12:00pm
<i>Show hours:</i>	Sunday,	October 6, 2024	12:00pm - 6:00pm
	Monday,	October 7, 2024	10:00am - 6:00pm
	Tuesday,	October 8, 2024	10:00am - 6:00pm
	Wednesday,	October 9, 2024	10:00am - 4:00pm
<i>Exhibitor Move-out:</i>	Wednesday,	October 9, 2024	4:00pm - 9:00pm
	Thursday,	October 10, 2024	8:00am - 12:00pm
<i>Reroute freight:</i>	Thursday,	October 10, 2024	12:00pm

*Discount deadline:*  
September 18, 2024

NEED  
A CUSTOM  
BOOTH?

click here

NEED  
SHIPPING  
TO AND FROM  
A TRADESHOW?



click here

NEED ANYTHING?

Phone: 305-751-1234  
| Fax: 305-751-1298

### MOVE OUT

All freight must be labeled and a **Bill of Lading filled out** and returned to the Expo service desk before leaving your booth.

**Freight will be held until paid in full for those exhibitors without a credit card on file.**

**Empties return will begin on Wednesday October 9, 2024 at 7:00 pm. This will take between 2 to 6 hours.**

**Please plan your hotel and travel arrangements accordingly.**

### IMPORTANT INFORMATION FOR CARRIERS

All carriers must check in for move-out by **10:00 am on Thursday, October 10, 2024**, and exhibitors need to be clear by **12:00 pm**.

### CARPET COLOR

The booth area has **Black Carpet**. You may carpet your booth area in any offered color, please see our enclosed Carpeting form for color selection and pricing.

### BOOTH CLEANING

All rental carpet is delivered clean to your booth space, but during setup, carpet may become dirty. Vacuuming is not included in your booth package, only the first day's vacuuming is included for carpets rented from EXPO CCI. If you would like to order booth cleaning you must place and order. [Check out Cleaning Form.](#)

**Bulk Trash Removal:** Exhibitors are responsible for move-out of all freight. Those with third-party labor providers are responsible for ensuring that all crates and materials brought into the event get properly removed after the show concludes. Failure to do so can result in a disposal fee.

ALL ORDERS MAY ALSO BE PLACED THROUGH OUR SECURE ONLINE PORTAL (<https://expocci.boomerecommerce.com>)

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### ADVANCE WAREHOUSE SHIPMENT

Materials should be shipped to arrive at our warehouse beginning **Tuesday, September 3, 2024** to **Wednesday, September 25, 2024**. Freight received before or after these dates will incur a 25% early/late handling fee.

JIS Fall  
Your Company Name and Booth #  
Expo Convention Contractors, Inc.,  
15959 NW 15th Avenue  
Miami, FL, 33169.

See our Material Handling forms for more details. Shipping Labels Provided.

### DIRECT SHIPMENT TO FACILITY

Shipments will be received at the exhibit facility on **Saturday, October 5, 2024 between 8:00 am and 8:30 pm**. Shipments received before or after this time will incur an additional 25% handling fee.

JIS Fall  
Your Company Name and Booth #  
Expo Convention Contractors, Inc.,  
**c/o Miami Beach Convention Center**  
**1901 Convention Center Drive, Halls A-D & Ocean Dr Room A-H**  
**Miami Beach, FL 33139**

See our Material Handling forms for more details. Shipping Labels Provided.

### BOOTH EQUIPMENT PACKAGE

• **Pipe & Drape:** Each 10'x10' booth located in the Fine Jewelry area will be provided with an 8' high WHITE back drape, 3' high WHITE side drape, black carpet and a booth identification company sign.



• **Pipe & Drape:** Each 10'x10' booth located in the Silver and Fashion area will be provided with an 8' high Blue/white/white/Blue back drape, 3' high Blue side drape, black carpet and a booth identification company sign.



• **Galeria Booths come with:** 8' high hard walls with company name headers, and grey carpet.



**IF YOU WANT TO ADD GRAPHICS, ADDITIONAL FEATURES, OR ANY SPECIFIC REQUIREMENTS TO MAKE YOUR BOOTH UNIQUE, PLEASE CONTACT US.**

### OVERTIME CHARGES

Please be advised that overtime charges will apply during Saturday, October 5, 2024 and Wednesday, October 9, 2024 after 4:30pm.

### ASSISTANCE

We want you to have a successful show. If you can't find what you are looking for or if we can be of assistance, please call our Exhibitor Sales & Service Department at 305.751.1234. or email [info@expocci.com](mailto:info@expocci.com).

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Discount deadline:  
September 18, 2024

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