



EVENT & VENUE

ACES 2018

December 3 - 6, 2018
 Crystal Gateway Marriott
 Salons 1-3
 None



IMPORTANT DATES

ADVANCE ORDER DISCOUNT DEADLINE

All orders must be received with payment in full by this date to receive discounted pricing.

November 2, 2018

ADVANCE SHIPMENT RECEIVING

Warehouse will begin receiving advance shipments.

November 2, 2018

ADVANCE SHIPMENT DEADLINE

Last day for Advance Shipments to arrive at Warehouse without surcharges.

November 23, 2018



SCHEDULE

EXHIBITOR MOVE-IN

December 2, 2018	5:00pm - 7:00pm
December 3, 2018	7:00am - 12:00pm

SHOW HOURS

December 3, 2018	12:00pm - 5:00pm
December 4, 2018	7:30am - 6:45pm
December 5, 2018	7:30am - 8:00pm
December 6, 2018	7:30am - 3:00pm

EXHIBITOR MOVE-OUT

December 6, 2018	3:00pm - 5:00pm
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OUTBOUND SHIPPING AGREEMENT DEADLINE

All exhibitors must submit an outbound Material Handling Agreement to the Exhibitor Service Desk.

December 6, 2018	5:00pm
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CARRIER CHECK-IN DEADLINE

December 6, 2018	4:00pm
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RE-ROUTE DEADLINE

Shipments not picked up by the exhibitor's carrier and/or remaining on the exhibit floor will be re-routed at this time.

December 6, 2018	5:00pm
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BOOTH EQUIPMENT

EACH 10'X10' BOOTH PACKAGE WILL INCLUDE THE FOLLOWING ITEMS.

- 8'H Black Backwall Drape
- 3'H Black Siderail Drape
- 1 - 6' Black Skirted Table
- 2 - Side Chairs
- 1 - Wastebasket
- Standard Booth Identification Sign

CARPET

The Exhibit Hall is carpeted.



MATERIAL HANDLING

ADVANCE SHIPMENTS

Exhibiting Company Name/Booth #
ACES 2018
c/o Alliance Exposition / UPS Freight
2400 Beaver Rd
Landover, MD 20785

Advance shipments should arrive between **Friday, November 02, 2018** and **Friday, November 23, 2018**.

All shipments received outside these dates will be subject to a late fee.

Shipments that arrive at the warehouse after **Friday, November 23, 2018** cannot be guaranteed to arrive before show opening. Additional handling charges will be added for expedited trucking and freight.

Please view rates and **pre-order Material Handling service prior to shipping.**

Print **Advance Warehouse Shipping Labels** by clicking on the **Shipping** link in the left hand menu.

DIRECT TO SHOWSITE SHIPMENTS

Exhibiting Company Name/Booth #
ACES 2018
c/o Alliance Exposition
Crystal Gateway Marriott
Salons 1-3
1700 Jefferson Davis Hwy
Arlington, VA 22202

Direct shipments will be accepted on **Sunday, December 02, 2018**. Receiving will take place during exhibitor move-in hours.

Please view rates and **pre-order Material Handling service prior to shipping.**

Print **Direct to Showsite Shipping Labels** by clicking on the **Shipping** link in the left hand menu.

For assistance, please contact Exhibitor Services at 888.528.2011 or ExhibitorAssistance@alliance-exposition.com.