

# **HOURS OF OPERATION**

# **EXHIBITION HOURS**

The Moscone Center
Saturday, 25 January
Sunday, 26 January

Exhibition Halls DE
10:00 am - 5:00 pm
10:00 am - 4:00 pm

# **REGISTRATION HOURS**

# **Exhibitor Assistance – South Upper Lobby**

Thursday, 23 January 11:00 am - 5:00 pm Friday, 24 January 8:00 am - 5:00 pm

# **Registration - North and South Upper Lobbies**

Saturday, 25 January 7:15 am - 5:00 pm Sunday, 26 January 7:30 am - 5:00 pm

# **EXHIBITOR MOVE-IN HOURS**

Thursday, 23 January 11:00 am - 5:00 pm (Islands ONLY) Friday, 24 January 8:00 am - 5:00 pm (All Exhibitors) Saturday, 25 January 7:30 am - 9:00 am (All Exhibitors)

All exhibits must be set by 9:00 am

#### **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.

# **EXHIBITOR MOVE-OUT HOURS**

Sunday, 26 January 4:00 pm - 8:00 pm

Packing up prior to 4:00 pm on Sunday, 26 January is not allowed. This policy will be strictly enforced. Exhibitors dismantling or packing exhibits prior to the official closing time of 4:00 pm will forfeit 50% of earned priority points and incur a \$250.00 fee!

#### RELOCATING TO PHOTONICS WEST

- Pack up/secure items, visit the Service Desk for your outbound material handling forms
- Freeman will relocate packed booth items to your Photonics West booth
- Starting at 8:00 am Monday, 27 January you may begin setting up your PW booth

#### **EXHIBITOR SERVICE DESK HOURS**

- Open from Exhibitor Move-In through Move-Out hours
- Vendors available for service orders
- Make out-bound shipment arrangements
- Locations in/near Exhibition Hall

<sup>\*</sup>May stay after hours if needed – No in & out access allowed after 8:00 pm.