

MOVE-OUT PROCEDURES

MOVE-OUT

Monday, January 13 4:00 PM – 2:00 AM
 Tuesday, January 14 8:00 AM – 12:00 PM

All carriers must be checked in no later than 10 AM on Tuesday.

Dismantle Booth	Driver Check-In	Outbound Shipping
Review Move-out Schedule Exhibitors must be completely clear of hall by 12 PM on Tuesday, January 14	Review Driver Check-in Requirements Carriers must arrive and check-in no later by 10 AM on Tuesday, January 14	If using EXPO for outbound shipping, Submit Outbound Shipping Form to Service Desk before freight will be released to driver Before vacating your booth, bring packages to your shipper. Packages may not be left in booths

Early Move-Out (Teardown) Policy

The Original Miami Beach Show closes at 4 PM on Monday, January 13th.

Packing up early and/or before 4 PM is prohibited!

Plan your travel arrangements accordingly!

Official show labor will not be allowed onto the show floor until 5 PM. This will allow you time to pack up your merchandise in a secure environment. As a reminder, porter service will be provided during move-out, so please plan accordingly.

Tipping

We request that exhibitors do not tip (such practices as giving money, merchandise, or other special consideration for services rendered) employees. Any attempts to solicit a gratuity by an employee for any service should be reported immediately to a supervisor. Employees are paid an excellent wage. Tipping is strongly discouraged and is not an accepted company policy.