

Move In, Move Out, And Exhibits Schedule

Event	Date and Time	Additional Information
Move In	Wednesday, February 7 3:00 PM – 5:00 PM	All exhibits must be set by 5:00 PM on Wednesday, February 7 *If you foresee any difficulty in meeting this deadline, you must request a variance. Please contact Eileen McGill at 703-631-6200 or guexhibits@spargoinc.com by 5:00 PM (ET) on Tuesday, February 6.
Exhibit Hours	Thursday, February 8 7:00 AM – 6:15 PM Friday, February 9 7:00 AM – 7:00 PM	Hours during which your exhibit table will need to be staffed as attendees will be in the Posters, Exhibits, and Food Service Room: Thursday, February 8 7:00 AM – 7:45 AM Continental Breakfast 9:30 AM – 10:00 AM Break 11:30 AM – 1:00 PM Complimentary Boxed Lunch 3:15 PM – 3:45 PM Break 5:15 PM – 6:15 PM Poster Session with Complimentary Wine and Cheese Friday, February 9 6:30 AM – 7:55 AM Continental Breakfast 10:15 AM – 10:45 AM Break 12:15 PM – 1:45 PM Poster Session with Boxed Lunch 3:15 PM – 3:45 PM Break 6:00 PM – 7:00 PM Poster Session with Complimentary Wine and Cheese
Move Out	Friday, February 9 7:00 PM – 8:00 PM	Exhibits may not be dismantled before 8:00 PM on Friday, February 9. Early dismantling of exhibits is prohibited. The Symposium's designated general service contractor will dismantle any exhibits that are not taken down by 8:00 PM. Exhibitors will be responsible for any charges related to tear down.

Questions? Contact Eileen McGill, Manager, Exhibit Operations



800-564-4220 (within the U.S.) or 703-631-6200



guexhibits@spargoinc.com