

Move In, Move Out, And Exhibits Schedule

Event	Date and Time	Additional Information
Move In	Wednesday, March 1 3:00 PM – 5:00 PM	All exhibits must be set by 5:00 PM on Wednesday, March 1 *If you foresee any difficulty in meeting this deadline, you must request a variance. Please contact Eileen McGill at 703-679-3969 or qualityexhibits@spargoinc.com by 5:00 PM (EST) on Tuesday, February 28.
Exhibit Hours	Thursday, March 2 7:00 AM – 5:30 PM Friday, March 3 7:00 AM – 5:15 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, March 2 7:00AM – 8:00 AM Continental Breakfast 9:30 AM – 10:00 AM Break 11:30 AM – 12:30 PM Complimentary Boxed Lunch 2:00 PM – 2:30 PM Break 4:45 PM – 5:30 PM Networking Reception with Complimentary Wine and Cheese Friday, March 3 7:00 AM – 8:00 AM Continental Breakfast 9:30 AM – 10:00 AM Break 11:30 AM– 1:00 PM Poster Session with Boxed Lunch 2:45 PM – 3:15 PM Break 4:15 PM – 5:15 PM Poster Session with Complimentary Wine and Cheese Reception
Move Out	Friday, March 3 5:15 PM – 6:15 PM	Exhibits may not be dismantled before 5:30 PM on Friday, March 3. Early dismantling of exhibits is prohibited. The Symposium's designated general service contractor will dismantle any exhibits that are not taken down by 6:30 PM. Exhibitors will be responsible for any charges related to tear down.

Questions? Contact Eileen McGill, Manager, Exhibit Operations



703-679-3969



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