

## Shipping Information - Outbound

- All exhibit materials must be cleared from the exhibit area by 7:15 PM on Friday, September 28.
- Exhibitors are responsible for making arrangements with their individual freight carriers. No arrangements need to be made in advance if you plan on shipping with Freeman Exhibit Transportation.
- If you will be shipping out with Freeman Exhibit Transportation or a carrier other than FedEx or UPS, please complete the [Outbound Shipping Form](#) and return to Freeman either in advance or onsite at the Symposium.
- Pack and label your materials. Return your material handling agreement to the Freeman customer service representative onsite (if applicable).
- The JW Marriott Phoenix Desert Ridge Business Center will be open on Friday, September 28, until 7:00 PM to assist with any outbound FedEx shipments. If you are shipping outbound through the Business Center, exhibitors will be responsible for taking their materials to the Business Center for handling. Additional fees may apply.

Questions?      Contact Eileen McGill, Manager, Exhibit Operations



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



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