



SHIPPING ADDRESS

Please send your materials to the following addresses based on your needs.

WAREHOUSE SHIPPING ADDRESS:

Freeman will accept crated, boxed or skidded materials beginning **November 6, 2006** at the below address. Materials arriving after **December 1, 2006** will be received at the warehouse with an additional after deadline charge.

NLC – Congress of Cities and Exposition
Exhibiting Company Name
Booth #

c/o FREEMAN
445 East Glendale Avenue
Sparks, NV 89431

DIRECT/ON-SITE SHIPMENTS:

Materials will be accepted beginning at **8:00am on December 5, 2006**.

NLC – Congress of Cities and Exposition
Exhibiting Company Name
Booth #

Reno Sparks Convention Center
C/O FREEMAN
4590 South Virginia Street
Reno, NV 89502

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- Overtime rates will apply on all shipments, inbound/outbound, after hours from 5:00pm – 8:00am, Monday – Friday and ALL DAY on Saturdays, Sundays, and Holidays.
 - Freeman will begin returning empty containers after the aisle carpet has been removed.
 - All exhibitor materials must be removed from the facility by 10:00am Saturday, December 9. Any materials remaining in the facility will be re-routed via Freeman's choice or returned to the warehouse to await disposition at the exhibitor's expense.
 - To ensure all exhibitor materials are removed from the exhibit hall by the exhibitor move-out deadline, please have all carriers check-in by 9:00am on Saturday, December 9.
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