

**SHOW INFORMATION**

**BOOTH EQUIPMENT**

Each 10' x 10' booth will be set with 8' high WHITE back drape, 3' high WHITE side dividers and a 7" x 44" one-line identification sign.

**EXHIBIT HALL CARPET**

The exhibit area **is carpeted**. To enhance the appearance of your booth, rental carpet is available through FREEMAN. Please refer to the Carpet brochure & order form in this service manual.

**DISCOUNT PRICE DEADLINE DATE**

In order to receive advance order discount rates listed on the price sheet, we must receive your order and payment by **FEBRUARY 6, 2007**.

Save money and order labor in advance. All display and rigging labor orders placed at show site will be charged an additional 30% above the advance rate.

**SHOW SCHEDULE**

**EXHIBITOR MOVE-IN**

Tuesday	February 20, 2007	8:30 a.m.	-	5:00 p.m.
Wednesday	February 21, 2007	8:30 a.m.	-	5:00 p.m.

All exhibits must be fully installed by **Wednesday, February 21, 2007 at 5:00 p.m.**

**EXHIBIT HOURS**

Thursday	February 22, 2007	10:30 a.m.	-	5:00 p.m.
Friday	February 23, 2007	10:00 a.m.	-	3:00 p.m.

**EXHIBITOR MOVE-OUT**

Friday	February 23, 2007	3:00 p.m.	-	10:00 p.m.
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**PLEASE NOTE:** Labor for move-out after 5:00 p.m. will be charged on Overtime. Please refer to the appropriate order form(s) for rates.

**SERVICE CENTER HOURS**

We will have staff available at the Freeman Services Center as follows:

Tuesday	February 20, 2007	8:30 a.m.	-	5:00 p.m.
Wednesday	February 21, 2007	8:30 a.m.	-	5:00 p.m.
Thursday	February 22, 2007	10:30 a.m.	-	5:00 p.m.
Friday	February 23, 2007	3:00 p.m.	-	10:00 p.m.

- Freeman will begin returning empty containers at the close of the show.
- All exhibitor materials must be removed from the exhibit facility by **Friday, February 23, 2007 at 10:00 p.m** Any materials remaining in the facility will be re-routed via Freeman's choice or returned to warehouse to await disposition at exhibitor's expense.
- To ensure all exhibitor materials are removed from the exhibit facility by the Exhibitor move-out deadline, please have all carriers check-in by **Friday, February 23, 2007 at 6:00 p.m.**

## SERVICE CONTRACTOR CONTACTS/INFORMATION:

FREEMAN  
7000 Placid Street #101  
Las Vegas, Nevada 89119  
Ph: (702) 263-1404 Fax: (702) 263-9260

AVW-TELAV AUDIO VISUAL SOLUTIONS  
3325 W. Sunset Road, Suite A  
Las Vegas, Nevada 89118  
Ph: (702) 263-1484 Fax: (702) 263-1494

FREEMAN EXHIBIT TRANSPORTATION  
Ph: (800) 995-3579 Fax: (214) 615-6515

### FREEMAN ONLINE®

Our Internet online ordering service, Freeman OnLine®, is available for your convenience to order all Freeman Services, view show schedule, or print order forms. Once your show is available online you will receive an email which includes a direct link to Freeman OnLine®.

To place online orders you will be required to enter your unique Login ID and Password. If this is your first time to use Freeman OnLine®, click on the "Login" link in the top right corner to create a new account. To access Freeman OnLine® without using the email link, visit [www.myfreemanonline.com](http://www.myfreemanonline.com) and click on the "Login" link in the top right corner. If you need assistance with Freeman OnLine® please call our Customer Support Center at (1-888-508-5054).

### SHIPPING INFORMATION

Warehouse shipping address:

AWMA Real Deal Expo  
**Exhibiting Company Name**  
**Booth #** \_\_\_\_\_  
**C/O FREEMAN**  
**6675 West Sunset Road (215 & Rainbow)**  
**Las Vegas, NV 89118**

FREEMAN will accept crated, boxed or skidded materials beginning **JANUARY 22, 2007** at the above address. Materials arriving after **FEBRUARY 13, 2007** will be received at the warehouse with an additional after deadline charge. Warehouse freight will be delivered prior to exhibitor set up. If warehouse freight has to be moved in on a weekend in order to be in the exhibitors booth for move-in day, an overtime charge may apply. **Warehouse receiving hours are 8:00 a.m. - 4:00 p.m., Monday-Friday. Drivers must check in no later than 3:30 p.m. in order to be off-loaded on arrival date.**

Showsite shipping address:

AWMA Real Deal Expo  
**Exhibiting Company Name**  
**Booth #** \_\_\_\_\_  
**LAS VEGAS HILTON CENTER**  
**C/O FREEMAN**  
**3000 Paradise Road**  
**Las Vegas, NV 89109**

**Materials will be accepted beginning at 8:30 A.M. on FEBRUARY 20, 2007.**

***Please Note: Overtime rates will apply on all shipments, inbound/outbound, between 5:00 p.m. - 8:00 a.m., Monday - Friday; ALL DAY on Saturdays, Sundays and Holidays.***

***This show will be marshalled – Please see marshalling yard map in this service manual.***

**Please note:** All items not ordered through the Official Show Vendors may be subject to Material Handling Charges and are the responsibility of the Exhibitor.

#### POST SHOW PAPERWORK AND LABELS

Our Exhibitor Services Department will gladly prepare your outbound Material Handling Agreement and Labels in advance. Complete the Outbound Material Handling section on the order form and your paperwork will be available at show site. Be sure your carrier knows the company name and booth number when making arrangements for pick-up of your exhibit at the close of the show.

#### LABOR INFORMATION

Union labor may be required for your exhibit installation and dismantle. Please carefully read the UNION RULES AND REGULATIONS to determine your needs. Exhibitors supervising labor need to pick up and release their labor at the Freeman Service Desk. Refer to the order form under Display Labor for Straight Time and Overtime hours.

#### TRANSLATION SERVICE

Freeman is pleased to offer a new service for our international exhibitors that provides quick interpretation and translation in 150 languages. This service will not only interpret for us on a three-way conversation, but also translate emails from customers. To access this service you may contact Freeman Las Vegas Exhibitor Services at (702) 263-1404 or Freeman's Customer Support Center at 888-508-5054.

#### ASSISTANCE

We want you to have a successful show. If we can be of assistance, please call our Exhibitor Services Department at (702) 263-1404.

WE APPRECIATE YOUR BUSINESS.