

# EXHIBITION SCHEDULE

Thursday, April 20, 2023	12:00 pm – 4:30 pm	EXHIBIT REG DESK / BOOTH SET UP – EXCLUSIVE FOR 200SF OR LARGER
Friday, April 21, 2023	8:00 am – 6:30 pm	EXHIBIT REG DESK OPEN
Friday, April 21, 2023	8:00 am – 3:00 pm	<b>BOOTH SET UP (all exhibiting companies)</b> Must be completely set up by 3:00 pm.
	3:30 pm – 4:30 pm	<b>PLATINUM PRECON SESSIONS</b> <b>Please Note:</b> We ask that our exhibiting companies exercise professional courtesy and not attend platinum breakout sessions without an invitation to do so from the presenting company
	4:30 pm – 6:30 pm	<b>EXHIBIT HALL OPEN</b> <b>Welcome Reception / Win the Wheels / Poster Session</b> Booth staff gain entry into hall at 3:30 pm and must vacate the hall by 6:45 pm. Your booth must be staffed from 4:00 pm – 6:30 pm.
Saturday, April 22, 2023	7:00 am – 6:30 pm	EXHIBIT REG DESK OPEN
	7:30 am	<b>Day 1 of Conference starts</b> <b>Please Note:</b> Exhibitors are not required to attend conference sessions but are welcome to do so. Please check main schedule for all session date, time and content.
	11:00 am – 12:00 pm	<b>Exhibitors (only) Lunch</b>
Saturday, April 22, 2023	12:00 pm – 2:00 pm	<b>EXHIBIT HALL OPEN</b> <b>Lunch / Win the Wheels / Poster Session</b> Booth staff gain entry into hall at 11:00 am and must vacate the hall by 2:30 pm. Your booth must be staffed from 12:00 pm – 2:00 pm.
	3:30 pm – 4:30 pm	<b>PLATINUM BREAKOUT SESSIONS (6 available)</b> <b>Please Note:</b> We ask that our exhibiting companies exercise professional courtesy and not attend platinum breakout sessions without an invitation to do so from the presenting company
	4:45 pm – 7:00 pm	<b>EXHIBIT HALL OPEN</b> <b>Networking Reception / Win the Wheels / Poster Session</b> Booth staff gain entry into hall at 4:00 pm and must vacate the hall by 7:15 pm. Your booth must be staffed from 4:30 pm – 7:00 pm.
Sunday, April 23, 2023	7:00 am – 2:00 pm	EXHIBIT REG DESK OPEN
Sunday, April 23, 2023	11:15 am – 12:00 pm	<b>Exhibitors (only) Lunch</b>
	12:00 pm – 2:00 pm	<b>EXHIBIT HALL OPEN</b> <b>Lunch / Poster Session / Win the Wheels Car Give-Away</b> Booth staff gain entry into hall at 11:15 am. Your booth must be staffed beginning at 11:45 am.
	1:30 pm – 2:00 pm	<b>WIN THE WHEELS CAR GIVEAWAY</b>
	2:15 pm – 4:30 pm	<b>BOOTH TEAR DOWN:</b> This is for removal of materials NOT being handled by Shepard. We recommend you plan to tear-down immediately after the conclusion of lunch to avoid any mishandling of materials as the exhibit hall is cleared. Your third-party contractors can have access to the exhibit hall for teardown until 6:00 pm.
	5:00 pm – 6:30 pm	<b>CLOSING PARTY:</b> We invite you to join us at the Closing Party where we'll unveil the location of our 2024 Conference. This is also an excellent opportunity to network with our conference attendees away from your booth.