

training 2008 **conference & expo**

Operating Schedule

Expo: February 4-5, 2008
Georgia World Congress Center
Atlanta, GA

Friday, February 1

8:00am – 4:30pm

Exhibitor Move-In Commences

Saturday, February 2

8:00am – 4:30pm

Exhibitor Move-In Continues

Sunday, February 3

8:00am – 4:30pm

Exhibitor Move-In Continues

*All displays are to be completely installed and ready for inspection by Show Management by 4:30PM on Sunday, February 3. It is NOT necessary to have a representative present for the inspection. **SHOW MANAGEMENT WILL CONSIDER ANY BOOTH NOT SET BY 4:30PM VACANT** and appropriate action will be taken. Detailing and last minute adjustment may be made on Monday, February 4 from 8:00AM-11:00AM.*

Monday, February 4

8:00am – 11:00am

Exhibitor Final Touch-ups permitted

11:45am – 5:15pm

Exhibit Hall Open

Tuesday, February 5

12:30pm – 5:30pm

Exhibit Hall Open

5:30pm – 10:00pm

Exhibitor Move-Out

Wednesday, February 6

8:00am – 12:00pm

Exhibitor Move-Out

The return of empty containers will begin immediately after the aisle carpet and vehicles are removed from the Exhibit Hall. In agreement with the Exposition Contract, exhibitors may not dismantle or remove any portion of their exhibit prior to closing time at 5:30PM, Tuesday, February 5, 2008.

All exhibit materials must be removed from the Exhibit Hall by 12:00PM Wednesday, February 6, 2008 or Show Management will have remaining displays dismantled, packed and shipped at the exhibitor's risk and expense.

Exhibitor Service Desk Hours:

Friday	8:00AM – 4:30PM
Saturday	8:00AM – 4:30PM
Sunday	8:00AM – 4:30PM
Monday	8:00AM – 4:30PM
Tuesday	11:30AM – 10:00PM
Wednesday	8:00AM – 12:00PM

Exhibitor Registration Desk Hours:

Friday	8:00AM – 4:30PM
Saturday	8:00AM – 4:30PM
Sunday	8:00AM – 4:30PM
Monday	6:30AM – 5:15PM
Tuesday	7:00AM – 5:15PM
Wednesday	8:00AM – 12:00PM