



# OCTOBER 17-19, 2023 - LAS VEGAS, NV

## INBOUND FREIGHT TARGET SCHEDULE & MOVE-OUT INFORMATION

*Floor plan as of September 7, 2023 and subject to change.*

**FREEMAN**  
 Every effort has been made to ensure the accuracy of all information contained on this floorplan. However no warranties, either expressed or implied are made with respect to this floorplan. If the location of building columns, utilities or other architectural components of the facility is a consideration in the construction or usage of an exhibit, it is the sole responsibility of the exhibitor to physically inspect the facility to verify all dimensions and locations.  
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### IMPORTANT MOVE-IN INFORMATION:

- Check your assigned freight delivery on this target schedule. Advance shipments sent to the Freeman Warehouse will be delivered to your booth on or before your target date and time.
- Target time is per truck check-in and does not necessarily represent the time your truck will be unloaded.
- Oct. 10th is an early move in/General Contractor day; only certain materials are allowed to be delivered. These items include; flooring, lighting, mock ups and EAC equipment (including ladders and job boxes). As a General Contractor day only Freeman labor is allowed to work on the show floor. EACs will only be able to supervise.
- Freeman is the exclusive provider of rigging. Pre-rigging requests can be coordinated in advance through their exhibitor services team.
- **IMPORTANT:** If you are delivering display items direct to showsite and are scheduling exhibit labor, make arrangements at least 4 hours after your scheduled target time
- Should you wish to change your target date, please send a written request via email to: Felipe.Adriao@freeman.com. **Target Requests will not be granted after Sept 22, 2023**
- Exhibitor MOVE-IN Hours: 0800-1700 daily on a target basis.
- Exhibitors requiring to work extended hours (after 1700) must submit a written request to: exhibits@nbaa.org.
- Exhibitors who wish to come in AFTER your targeted date/time do NOT need to submit a request.

- **NOTE:** All freight must check in at the Freeman Marshalling yard before accessing the LVCC on your assigned target date. Trucks will be greeted by a Freeman representative on a first-come, first-serve basis. Once paperwork is finalized, Freeman will dispatch each truck as freight doors become available.
- All Personal Occupied Vehicles (POV's) must check-in at the Freeman booth located at the back entrance to the LVCC (access via Elvis Presley Blvd. & Paradise Road) to unload.

### EXHIBITOR MOVE-OUT

- Move out for LVCC Exhibitors will begin at 1500 on Thursday, Oct 19, 2023.
- Freeman will be returning empty crates as soon as the aisle carpeting is removed from the exhibit floor.
- The entire process to return empties could take approximately 8 hours (inclement weather may delay this process).
- All exhibit materials must be removed from the exhibit facility by Saturday, Oct 21, 2023 at 5pm.
- To ensure all exhibitor materials are removed from the exhibit facility by the Exhibitor Move-Out deadline, please have all carriers check-in by Saturday, Oct 21, 2023 at 10am.
- Please plan accordingly.

### TARGET MOVE-IN SCHEDULE

- Wednesday, October 11, 8 a.m.
- Wednesday, October 11, 1 p.m.
- Thursday, October 12, 8 a.m.
- Thursday, October 12, 1 p.m.
- Friday, October 13, 8 a.m.
- Saturday, October 14, 8 a.m.
- - NO FREIGHT AISLES