

### EVENT QUICK FACTS

#### BOOTH INFORMATION

Your allotted space is 10' wide x 10' deep, unless noted otherwise by Show Management

Each space includes: 8' high back drape 5Amp, 110V outlet.  
3' high side drape  
Exhibitor ID sign

Show colors are: Blue & Grey

#### EXHIBIT HALL CARPET

Exhibit Hall is Carpeted.

#### MATERIAL HANDLING

##### ADVANCE SHIPMENTS

Please use enclosed freight labels

Receiving hours: M-F 9:00 am to 4:00 pm

**Must arrive by: January 21, 2022**

To: Exhibitor Name & Booth # (if available)

For: New England Fishing Expo

c/o Capital Convention Contractors

153 Northboro Road - Suite 6

Southborough, MA 01772

##### DIRECT SHIPMENTS

Please use enclosed freight labels

Received only during exhibitor move-in hours

**Only on: January 27, 2022**

To: Exhibitor Name & Booth # (if available)

For: New England Fishing Expo

c/o Capital Convention Contractors

Boxboro Regency

242 Adams Place

Boxborough, MA 01719

#### ADVANCE ORDER DISCOUNT DATE

Capital Equipment and Service Orders received with full payment by **January 14, 2022** enjoy the discounted Advance Price as shown in this Manual. Standard pricing will prevail for all orders received after this date.

For non-Capital services, please refer to the specific contractors' order forms enclosed within this manual for pricing policies.

#### SHOW SCHEDULE

Exhibitor Set-up:	Wednesday,	January 26	6:00 p.m. – 10:00 p.m.
	Thursday,	January 27	7:00 a.m. – 10:00 p.m.
	Friday,	January 28	7:00 a.m. – 12:00 p.m.
Exhibit Hours:	Friday,	January 28	1:00 p.m. – 8:00 p.m.
	Saturday,	January 29	10:00 a.m. – 7:00 p.m.
	Sunday,	January 30	10:00 a.m. – 5:00 p.m.
Exhibitor Dismantle:	Sunday,	January 30	5:00 p.m. – 7:00 p.m.

Drivers for all carriers must be checked in at the Capital Exhibitor Service Desk for pickup of freight by: **January 30, 2022 6:00 PM.**