



**MARCH 24-26, 2025**  
**EXPO: TUESDAY, MARCH 25, 2025**  
**WORLD CENTER MARRIOTT | ORLANDO, FL**

## EXHIBITOR ON-SITE GUIDE

On-site Contact	Location	Phone / Email
General Service Contractor – <b>GES</b> Labor, material handling, shipping, furniture, utilities, product storage, carpet and cleaning	Exhibitor Service Center - Cypress Alcove 3	Text (321) 529-0545
Audio-visual Equipment – <b>Encore</b>	Available by Phone	Manager on Duty Line (407) 433-2021, available 6:00 AM -10:00 PM
Catering/Food Prep – <b>World Center Marriott</b>	Exhibitor Service Center - Cypress Alcove 3	(407) 238-8215 March 25 only <a href="mailto:mhrs.mcowc.event@marriott.com">mhrs.mcowc.event@marriott.com</a>
Community Dishwashing and Grease Station	Exhibit Hall - Back of 500/600 aisles	
Concessions – <b>World Center Marriott</b>	Starbucks, Central Pantry, and several restaurants are on property.	
Electric, Compressed Air, Water – <b>GES Electrical</b>	Exhibitor Service Center - Cypress Alcove 3	Text (321) 529-0545
Emergency – <b>World Center Marriott</b>	Available by Phone	Dial 55555 from any house phone
Exhibitor/EAC Wristband Desk	Cypress 2 Entrance and Cypress Docks, Freight Desk	
Exhibition Management Office – <b>Trade-show Logic</b>	Exhibitor Service Center - Cypress Alcove 3	<a href="mailto:amcexhibitorcare@tradeshowlogic.com">amcexhibitorcare@tradeshowlogic.com</a>
First Aid	Cypress Registration Office	(321) 231-4301
Internet – <b>World Center Marriott</b>	Available by Email	<a href="mailto:OWC.ITSales@marriott.com">OWC.ITSales@marriott.com</a>
Lead Retrieval – <b>Swapcard</b>	Cypress Registration Office - Cypress Rotunda	<a href="mailto:support@swapcard.com">support@swapcard.com</a> and chat feature in the app/platform

On-site Contact	Location	Phone / Email
Lost & Found – <b>World Center Marriott</b>	Available Online	If you have left an item behind, log onto <a href="http://iLeftMyStuff.com">iLeftMyStuff.com</a> 2. Enter the Client ID# 44304 when prompted 3. Enter your information and the system will scan the Marriott's inventory, follow up with you, and assist with shipping the item back.
Luggage Check – <b>World Center Marriott</b>	Bell Stand at the entrance to the hotel. Hotel guests only.	
Refrigerated/Frozen Cases – <b>Low Rental</b>	Available by Phone/Email	(770) 461-9001, <a href="mailto:info@loweusa.com">info@loweusa.com</a>
Registration – <b>FMI</b>	Cypress Rotunda	
Rigging/Banner Hanging – <b>Encore</b>	Exhibitor Service Center - Cypress Alcove 3	
Security – <b>World Center Marriott</b>	Available by Phone	Dial 85246 from any house phone or (321) 231-4301
Shipping – <b>GES</b> (official provider)	Exhibitor Service Center - Cypress Alcove 3 (Bring tracking numbers & contact info for driver)	Text (321) 529-0545

## EXHIBIT HALL SCHEDULE

Location: Cypress Ballroom 2 & 3

Exhibitor Move-in:	
Saturday, March 22:	1:00 PM – 5:00 PM
Sunday, March 23:	8:00 AM – 5:00 PM
Monday, March 24:	8:00 AM – 5:00 PM
Tuesday, March 25:	8:00 AM – 11:00 AM
Exhibitor Hall Hours:	
Tuesday, March 25:	12:30 PM – 5:00 PM
Exhibitor Move-out:	
Tuesday, March 25:	5:00 PM – 10:00 PM
Wednesday, March 26:	8:00 AM – 10:00 AM

## EXHIBIT HALL ACCESS: WRISTBAND/BADGE PICKUP

### General Information

- Badges and/or wristbands, worn in a clearly visible location, are **required at all times**.
- Group pick-up of wristbands is not permitted. Each individual must come to the desk to be validated, sign-in and get their wristband.
- Wristbands are color coded by day for access and a new one must be picked up daily.
- After the posted closing hours, exhibitors and EACs already in the hall may continue working. However, please note that there will be no re-entry into the hall if you leave.

## WRISTBAND DESK

Location: Cypress 2 Entrance and Cypress Docks, Freight Desk

Days/Hours:	
Saturday, March 22:	1:00 PM – 5:00 PM
Sunday, March 23:	8:00 AM – 5:00 PM
Monday, March 24:	8:00 AM – 5:00 PM
Tuesday, March 25:	8:00 AM – 11:00 AM
Tuesday, March 25:	5:00 PM – 10:00 PM
Wednesday March 26:	8:00 AM – 10:00 AM

## EAC WRISTBAND PICK-UP

- Registered EACs must use a wristband for access during all set-up and move-out hours. A badge is required for access during official exhibit hours.
- If an exhibitor has not registered their EAC prior to arriving on show site, the exhibiting company must submit their [Notice of Intent to Hire an EAC](#). The EAC must submit the [Agreement to the Rules and Regulations](#) and submit their [COI to GES online](#) to be able to access the hall during set up and dismantle.

## EXHIBITOR BADGE PICK-UP/REGISTRATION

Registered exhibitors must use a wristband for access until their badge is available for pick-up. Beginning Tuesday at 12:30 PM, exhibitors are required to wear an Exhibitor badge to gain access at all times.

Location: Cypress Rotunda

Days/Hours:	
Monday, March 24:	9:30 AM – 7:30 PM (Full Conference badge pick-up <b>ONLY</b> )
Tuesday, March 25:	6:30 AM – 5:00 PM (Exhibit Only badge pick-up available)
Wednesday March 26:	6:30 AM – 10:00 AM

## PARKING

On-site parking at the World Center Marriott is \$32 daily and valet is \$50 daily (excluding tax). There is an electric car charging station and the garage clearance 7 ft 4 in. If you wish to self-unload booth materials using the Exhibit Hall docks before you park, [review POV instructions](#).

## LABOR JURISDICTIONS

Review Orlando, FL [Labor Jurisdictions](#) to see what your company's staff is permitted to do in your booth.

## FIRE EXTINGUISHER REQUIREMENTS

All exhibitors with cooking devices in their booth are required to have a Certified 2A:10BC (or greater) fire extinguisher in the booth for each device. Booths using combustible oils or solids must have a Certified Class K extinguisher. Fire extinguishers may be [rented from GES](#).

## DISHWASHING STATION AND GREASE DISPOSAL

A community dishwashing station and grease disposal will be located at the back of aisles 500/600 in the exhibit hall to use throughout the show. Marriott restrooms may NOT be used for exhibitor food cleanup or disposal.

## FOOD DONATION

AMC is proud to partner with Feeding America to collect unused exhibitor product at the end of the show to donate to the local community in need. The Food Bank is grateful for exhibitor donations and can accept product in labeled, intact packages that is a food safe temperature. No warmed/cooked items, seafood or partial packages can be accepted. Exhibitors will be provided with labels to tag the product they wish to donate On-site.

## MOVE-OUT

GES will return empty crates and containers on Tuesday evening in no particular order. This process will take several hours. All carriers must check in by 8:00 AM on Wednesday, March 26 so that all exhibitor materials are removed from the facility by 10:00 AM. Freight remaining after this time may be re-routed on another carrier at your expense. Review the [Move-Out Notice](#) of the [Exhibitor Service Kit](#) for additional information.

## NETWORK AND CONNECT ON-SITE

Engage and Network throughout the conference - Review the [AMC program](#) for opportunities.

**Download the Mobile App** to see who is attending and send connection and meeting requests. Log in with the email address you used to register for the event to get access to the 2025 Annual Meat Conference.



**Maximize your Visibility to Attendees** by updating your company profile in Swapcard using the login information emailed to your primary booth contact. Learn more in the [Exhibitor Guide](#). Questions? Once logged in, click "Help Desk," then type a message in "Talk to Help Desk."

**Capture Leads** using the complimentary lead retrieval that is built into the conference app. and allows you to scan badges throughout the conference and show floor. Learn more in the [Lead Capture Guide](#).

**Join, or Start Conversations on Social** - Use social media templates from the [Marketing Tool Kit](#) to help craft messages and drive engagement with your company/brand. Be sure to tag **#meatconference** in your posts!

## Quick Links

[Exhibitor Resource Center](#)  
[Exhibitor Dashboard](#)  
[Quick Reference Guide](#)  
[Booth Display Guidelines](#)  
[Floor Plan](#)