



QUICK FACTS

WHAT IS INCLUDED

What Is Included in the Booth Package?

- Exhibit Space
- Company listing and logo featured on the online floor plan
- Company listing and logo included in the EVIS Mobile App
- Three (3) exhibit-only badges and (1) Full Conference badge per 100 square feet purchased

Booth Amenities:

- 8' high back drape & 3' high side rails (Inline booths only)
- (1) 7" x 44" exhibitor ID sign (black & white)
- Daily aisle cleaning
- Tuesday Night Booth Vacuum (one time for show opening)
- 24-hour perimeter security from move-in to move-out

*Note: Island booths **do not** include drape or an ID sign.*

What Is NOT Included in the Booth Package?

- Booth carpeting
- Furniture rental
- Audio-visual equipment
- Electrical, phone, catering, lead retrieval and internet service
- Material handling, installation and dismantling of booth
- Cleaning service for booth space
- Security of individual booth, etc.

Drape Colors

- 8' high back wall drape: Blue
- 3' high side rail drape: Blue
- Aisle Carpet: Blue Jay

Floor covering is required for your exhibit space. Your company may bring your own flooring or place an order in the service manual.

SHOW SCHEDULE

Installation Days & Times

Monday, November 2nd (Approved Early move-in only)	8:00 a.m. - 5:00 p.m.
Tuesday, November 3rd	8:00 a.m. - 5:00 p.m.
Industry Tours	TBD

Note: All booths must be set by 5:00 pm on Tuesday, November 3

Exhibit Days & Times

Wednesday, November 4th	9:00 a.m. - 6:00 p.m.
Thursday, November 5th	9:00 a.m. - 3:00 p.m.

EVIS America Complimentary Opening Reception will be held on Wednesday, November 4 (Exhibit Hall) 5:00 p.m. - 6:00 p.m.

Dismantle Days & Times

Thursday, November 5th	3:00 p.m. - 9:00 p.m.
Friday, November 6th	8:00 a.m. - 12:00 p.m.

Teardown of exhibit prior to the official closing of the exhibit hours is not allowed. This action will result in penalties including but not limited to banishment from future EVIS America events.

Carrier Check In Days & Times

Friday, November 6th	Carriers must be checked in by 8:00 a.m.
Friday, November 6th	Outbound Material Handling Form due by 8:00 a.m.
Friday, November 6th	All exhibit materials must be removed by 12:00 p.m.

SHOW SCHEDULE (CONTINUED)

Exhibitor Care Center Hours

Monday, November 2nd	3:00 p.m. - 6:00 p.m.
Tuesday, November 3rd	8:00 a.m. - 5:00 p.m.
Wednesday, November 4th	9:00 a.m. - 6:00 p.m.
Thursday, November 5th	9:00 a.m. - 9:00 p.m.
Friday, November 6th	8:00 a.m. - 12:00 p.m.

SHIPPING INFORMATION

Advance Warehouse Exhibiting Company Name and Booth # EVIS America 2026 c/o Tradeshow Logic/T Force Freight 3235 Nebraska Ave Toledo, OH 43607 Shipments should arrive on or between business days: Thursday, October 1st – Wednesday, October 28th Warehouse receiving hours are: Monday – Friday, 9:00 a.m. to 3:00 p.m., closed holidays Click here for directions to the advance warehouse.	Direct to Show Site Exhibiting Company Name & Booth # EVIS America 2026 c/o Tradeshow Logic / ArtCraft Display Glass City Center Halls A - C 401 Jefferson Ave. Toledo, OH 43604 Show Site receiving hours are: Monday, November 2nd 12 p.m. - 5 p.m. Tuesday, November 3rd 8 a.m. - 5 p.m. Click here for directions for Direct to Show Site shipments.
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