



REMODELING SHOW & DECKEXPO  
 NOVEMBER 07 - 08, 2019  
 KENTUCKY INTERNATIONAL CONVENTION CENTER  
 LOUISVILLE, KENTUCKY

FREEMAN quick facts

SERVICE INFORMATION

BOOTH EQUIPMENT

Each 10' x 10' booth will be set up with 8' high black back drape, 3' high black side dividers and booths 300 sqft or less will receive a 7" x 44" one-line identification sign. Booths larger than 300 sqft may receive a one-line identification sign upon request.

EXHIBIT HALL CARPET

The exhibit area is NOT carpeted. Show management requires that all booths be carpeted or have approved floor covering. Rental carpet is available through Freeman. Please refer to the Carpet Brochure and Order Form in this service manual. The main aisles will be carpeted in black. All other aisles will be carpeted in tuxedo.

DISCOUNT PRICE DEADLINE DATE

**Order early on [FreemanOnline](#) to take advantage of advance order discount rates, place your order by October 15, 2019.**

SHOW SCHEDULE

EXHIBITOR MOVE-IN

Tuesday	November 05, 2019	8:00 AM - 5:00 PM
Wednesday	November 06, 2019	8:00 AM - 5:00 PM

EXHIBIT HOURS

Thursday	November 07, 2019	9:00 AM - 5:00 PM
Friday	November 08, 2019	9:00 AM - 4:00 PM

EXHIBITOR MOVE-OUT

Friday	November 08, 2019	4:00 PM - 9:00 PM
Saturday	November 09, 2019	8:00 AM - 3:00 PM

**We will begin returning empty containers once aisle carpet is removed.**

DISMANTLE AND MOVE-OUT INFORMATION

All exhibitor materials must be removed from the exhibit facility by Saturday, November 09, 2019 at 3:00 PM.

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, November 09, 2019 at 1:00 PM.

**POST SHOW PAPERWORK AND LABELS**

Our Exhibitor Services Department will gladly prepare your outbound Material Handling Agreement and labels in advance. Complete the Outbound Shipping form and your paperwork will be available at show site. Be sure your carrier knows the company name and booth number when making arrangements for shipping your exhibit at the close of the show.

**EXCESSIVE TRASH AND BOOTH ABANDONMENT**

Any excessive trash which consists of display materials, carpet, padding, crates and/or pallets will be disposed of and charged both a handling fee and disposal fee during move-in. Excessive booth materials and/or literature left in the booth at the end of the published exhibitor move-out that is not labeled for an outbound shipment will be considered abandoned and deemed as trash. The exhibitor will be charged for the removal and disposal of these items. Charges may include Installation & Dismantle Labor, Forklift/Rigging Labor, and/or Dumpster Fee. Please call our Exhibitor Services Department at (615) 884-5785 for a quote.

**SERVICE CONTRACTOR CONTACTS / INFORMATION:****FREEMAN**

1701 Lebanon Pike Circle  
Nashville, TN 37210  
(615) 884-5785 fax (469) 621-5615  
FreemanNashvilleES@freeman.com

**FREEMAN EXHIBIT TRANSPORTATION**

(800) 995-3579 Toll Free US & Canada or +1 (512) 982-4187 or +1 (817) 607-5183 Local & International Shipping Services or fax +1 (469) 621-5810 or email [exhibit.transportation@freeman.com](mailto:exhibit.transportation@freeman.com)

**FREEMAN ONLINE®**

**Take advantage of discount pricing by ordering online at [FreemanOnline](#) by October 15, 2019.** Using the enhanced Freeman Online, you will enjoy easy access to added features and functions as well as the high caliber of Freeman services you've come to expect - **before, during** and **after** your show.

To place online orders you will be required to enter your unique Username and Password. If this is your first time to use Freeman Online, click on the "**Create an Account**" link. To access Freeman Online without using the email link, visit [FreemanOnline](#).

If you need assistance with Freeman Online please call our Customer Support Center at (888) 508-5054 Toll Free US & Canada or +1 (512) 982-4186 or +1 (817) 607-5000 Local & International.

**SHIPPING INFORMATION**

Warehouse Shipping Address:

Exhibiting Company Name / Booth # \_\_\_\_\_

**REMODELING SHOW & DECKEXPO**

C/O UPS FREIGHT / FREEMAN

9828 E BLUEGRASS PKWY

LOUISVILLE, KY 40299

Freeman will accept crated, boxed or skidded materials beginning Monday, October 07, 2019, at the above address. Material arriving after October 29, 2019 will be received at the warehouse with an additional after deadline charge. Please note that the Freeman Warehouse does not accept uncrated freight (loose, pad-wrapped material and/or unskidded machinery), COD shipments, hazardous materials, freight requiring refrigerated or frozen storage, a single piece of freight weighing more than 5,000 pounds or a single piece of freight beyond the dimensions of 108" H x 93" W. Warehouse materials are accepted at the warehouse Monday through Friday between the hours of 8:00 AM - 3:30 PM. Certified weight tickets must accompany all shipments. If required, provide your carrier with this phone number: (615) 884-5785.

Show Site Shipping Address:

Exhibiting Company Name / Booth # \_\_\_\_\_

**REMODELING SHOW & DECKEXPO**

C/O FREEMAN

KENTUCKY INTERNATIONAL CONVENTION CENTER

221 SOUTH FOURTH STREET, (RECEIVING DOCKS LOCATED ON SECOND STREET)

LOUISVILLE, KY 40202

**Marshalling Yard:**

300 Missouri Ave

Jeffersonville, IN 47130

Freeman will receive shipments at the exhibit facility beginning Tuesday, November 05, 2019. Shipments arriving before this date may be refused by the facility. Any charges incurred for early freight accepted by the facility are the responsibility of the Exhibitor. Certified weight tickets must accompany all shipments. If required, provide your carrier with this phone number: (615) 884-5785.

Please note: All materials received by Freeman are subject to Material Handling Charges and are the responsibility of the Exhibitor. This also applies to items not ordered through the Official Show Vendors.

Refer to the material handling form for charges for the service.

Please be aware that disposal of exhibit properties is not included as part of your material handling charges. Please contact Freeman for your quoted rates and rules applicable to disposal of your exhibit properties.

**LABOR INFORMATION**

Union Labor may be required for your exhibit installation and dismantle. Please carefully read the UNION RULES AND REGULATIONS to determine your needs. Exhibitors supervising Freeman labor will need to pick up and release their labor at the Service Desk. Refer to the order form under Display Labor for Straight time and Overtime hours.

**ASSISTANCE**

We want you to have a successful show. If we can be of assistance, please call our Exhibitor Services Department at (615) 884-5785.

**WE APPRECIATE YOUR BUSINESS!**