

Show Quick Facts

Lab Institute 2017

October 25-27, 2017

LOCATION

Hyatt Regency Capitol Hill
Ballroom A & Foyer
400 New Jersey Ave NW
Washington, DC 20001

IMPORTANT DATES


 Save money if you order and pay on or prior to the Advanced price deadline. Standard pricing and Show Floor pricing will apply as applicable.	Friday, October 6, 2017
First day advance shipments will be received at the warehouse. Hours of operation are 8:00 a.m. - 4:00 p.m.	Monday, September 25, 2017
Last day for advance shipments to arrive at the warehouse. See Order Material Handling link under the red tab Material Handling for details on rates.	Monday, October 23, 2017

EXHIBIT HALL INFORMATION

Booth Drape Colors	BLUE/GOLD/GOLD/BLUE
8' x 10', 10' x 10', and 10' x 20' Booth Package	8' high Blue and Gold back drape 3' high Blue side rail The exhibit hall is carpeted. Booth space includes: Exhibitor ID sign 1 - 6ft Blue draped table 2 - Folding chairs 1 - Wastebasket
Exhibitor Installation	Wednesday, October 25, 2017 4:00pm - 7:30pm
Show Open	Wednesday, October 25, 2017 8:00pm - 9:00pm Opening Night Reception in Exhibit Hall Thursday, October 26, 2017 7:15am - 8:15am Continental Breakfast in Exhibit Hall 10:00am - 10:30am Networking Break in Exhibit Hall 1:15pm - 1:45pm Dessert and Networking in Exhibit Hall 5:30pm - 6:30pm Networking Reception in Exhibit Hall Friday, October 27, 2017 7:45am - 8:45am Continental Breakfast in Exhibit Hall 10:00am - 10:30am Networking Break in Exhibit Hall
Exhibitor Dismantle	Friday, October 27, 2017 11:00am - 1:00pm
Material Handling Agreement turned into Alliance Service Desk by:	Friday, October 27, 2017 1:00pm
Carrier Check-In by:	Friday, October 27, 2017 12:00pm

Note: All carriers must be checked in no later than 1 hour prior to Exhibitor Move Out completion. **If your carrier has NOT checked in by 12:00pm on Friday, October 27, 2017 then your freight will be re-routed to the show carrier or returned to the warehouse per your choice.** See the **Shipping Tab** and review **Outbound Shipping Paperwork** section.

ADVANCE WAREHOUSE SHIPMENTS	
Shipments should arrive on or after	Monday, September 25, 2017

All advance shipments to the warehouse should be addressed and labeled as follows:

Exhibiting Company and Booth #
 Lab Institute 2017
 c/o Alliance Exposition/ UPS Freight
 2400 Beaver Rd
 Landover, MD 20785

THE LAST DAY SHIPMENTS WILL BE ACCEPTED AT THE WAREHOUSE IS MONDAY, OCTOBER 23rd.



Save money by shipping to the advance warehouse prior to Wednesday, October 18th. See **Order Material Handling** link under the red tab **Material Handling** for details on rates.

DIRECT SHIPMENTS TO SHOW SITE	
Shipments will be accepted	Wednesday, October 25, 2017 4:00pm - 7:30pm
*Please Note: Any shipments that arrive early to show site or after the show opens will incur a higher Material Handling fee. Please reference the rates outlined under the Order Material Handling link under the red tab Material Handling .	

All shipments direct to Show Site should be addressed as follows:

Exhibiting Company Name and Booth #
 c/o Alliance Exposition Services
 Lab Institute 2017
 Hyatt Regency Capitol Hill
 Ballroom A & Foyer
 400 New Jersey Ave NW
 Washington, DC 20001

All materials shipped either to the advance warehouse or directly to show site will incur a Material Handling fee. See **Order Material Handling** link under the red tab **Material Handling** for details on rates.