

Preparing For Your Exhibit Experience

Cindy Sharkey
Sales Operations, Sr. Director
Freeman

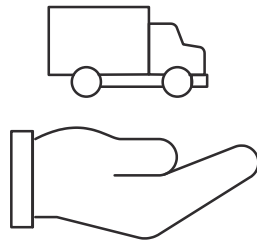
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SAN FRANCISCO OCTOBER 13-17

Freeman

Official Service Contractor



Cleaning



**Labor and Rental of
Machine Equipment**

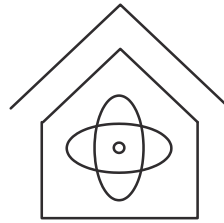
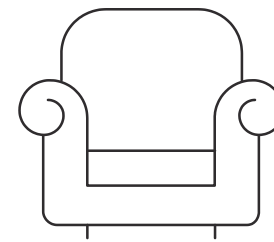
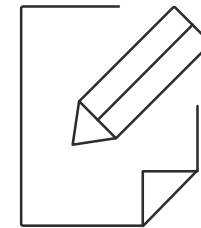


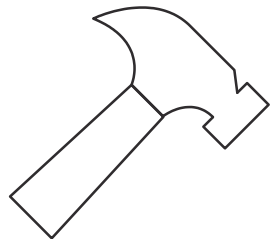
Exhibit Rentals



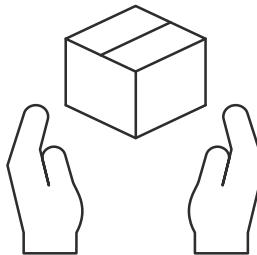
**Furnishings &
Carpet**



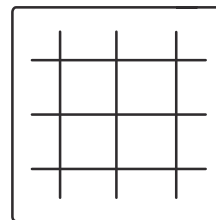
**Graphics
and Signs**



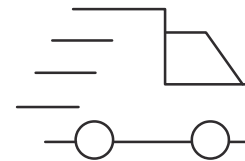
**Installation and
Dismantle Labor**



**Material Handling
Services**



**Overhead Rigging
and Equipment**



Transportation

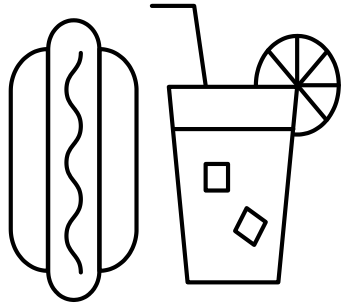


Electrical

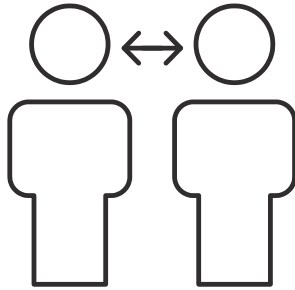
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Non-Freeman Services

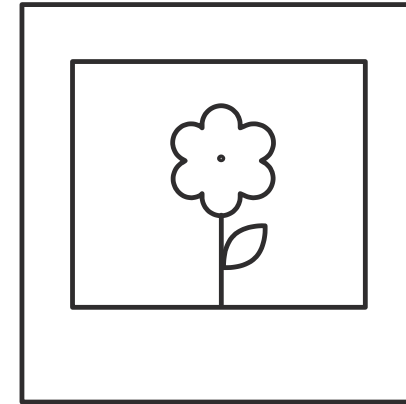
Order information, brochures, and contact information located on **FreemanOnline®**



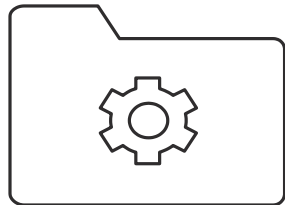
**SMG Food &
Beverage**



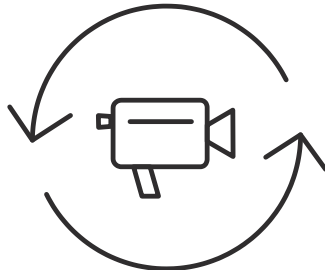
**Moscone
Telephone &
Internet**



**TLC National
Convention Plant
Services**



**EXPERIENT
Lead Retrieval**



**PSAV
Audiovisual
Equipment**

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Inline Booths Include

Commercial Booth Includes:

Per 10' x 10'

**7" x 44" one-line identification sign
(300 sq. ft. or less)**

**8' high gray back drape
3' high gray side dividers**



What full-time exhibiting employees can do:

- Hand-carry small packages from the main entrance or specified hand-carry areas (one person – one trip)
- Use full-time employees to set up your exhibit in 30 minutes or less, no larger than a 10' x 10' booth space
- Set out products you manufacture
- Hire Freeman labor with power tools and ladders

What you can't do:

- Install carpet or flooring
- Use pallet jacks, two and four-wheel carts, hotel dollies
- Use of motorized equipment for any reason
- Distribute power within your booth space

Union Jurisdictions

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CART SERVICE



\$189.50 Round Trip

- Applies to PRIVATELY OWNED VEHICLES (POV):
(cars, small vans, ½ ton pick-ups, SUV's, taxis or company owned truck with a trailer no more than 12ft)
- Will be provided during move-in/move-out
- 200 lbs. weight maximum
- Will be unloading / loading in the designated POV lot



[GENERAL INFORMATION](#) [SEARCH EXHIBITORS](#) [EXHIBIT](#) [EXHIBITOR RESOURCE CENTER](#) [ADDITIONAL OPPORTUNITIES](#) [EXHIBITOR HOUSING](#)

The Future Starts Here

ANESTHESIOLOGY[®] 2018

SAN FRANCISCO

OCTOBER 13-17

American Society of
Anesthesiologists[®]

The Most Comprehensive Anesthesia Educational Event in the World

14,000+ Total Participants from More Than 80 Countries • 10,000+ Professional Attendees

300 Exhibitors • Nearly 500 Global Presenters

Over 400 Sessions, Special Lectures and Hands-On Workshops

66d 20h 15m 9s



 Exhibitor Prospectus

Reserve a Booth

Floor Plan

Exhibitor Login

FreemanOnline®

With an enhanced FreemanOnline®, we are making it easier than ever for your exhibitors to get what they need in order to have a great event.

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Power Up!

Electrical delivery services from Freeman.

ORDER NOW

Show Information



Quick Facts

 [Forms & Brochures](#)



Show Contacts

BOOTH EQUIPMENT

 [What's Included In Your Booth](#)

Additional Information

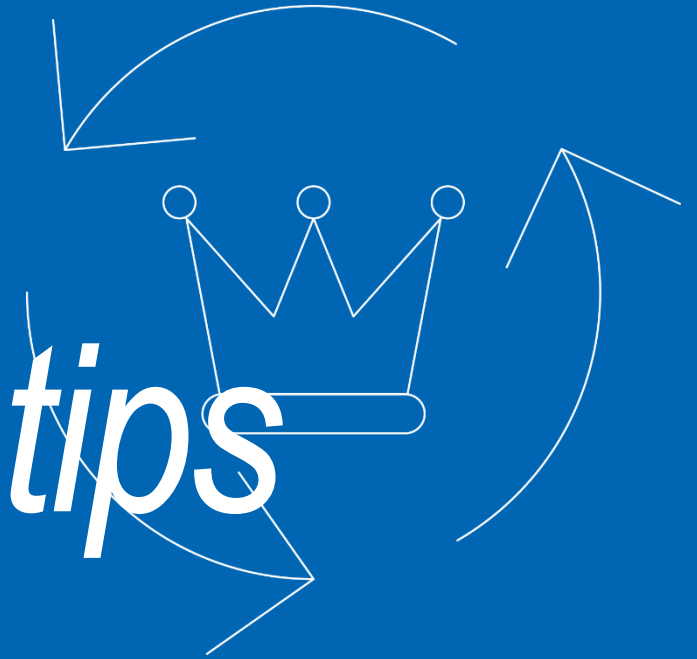
Your go-to resource before, during and after your show for ordering a wide range of products and services as well as accessing important show information, including dates, schedules, forms, key contacts and order/billing information.

If this is your first time using FreemanOnline, please click on the "Login" button to register.

As a reminder, to receive the deepest discount on select items, place your order online prior to the discount price deadline of September 19, 2018.

Our goal at Freeman is to help you have a successful event. If you need assistance or have any questions please contact Exhibitor Services at (775) 355-4670.

pre-show planning tips



Important Deadline Dates & Times

Advance Order Discount Deadline:

Wednesday, September 19, 2018

Save up to 40%



Advance Warehouse Freight Receiving:

Monday, September 10, 2018

Last Day For Advance Warehouse Freight:

Wednesday, October 3, 2018



Send Hanging Signs to Advance Warehouse

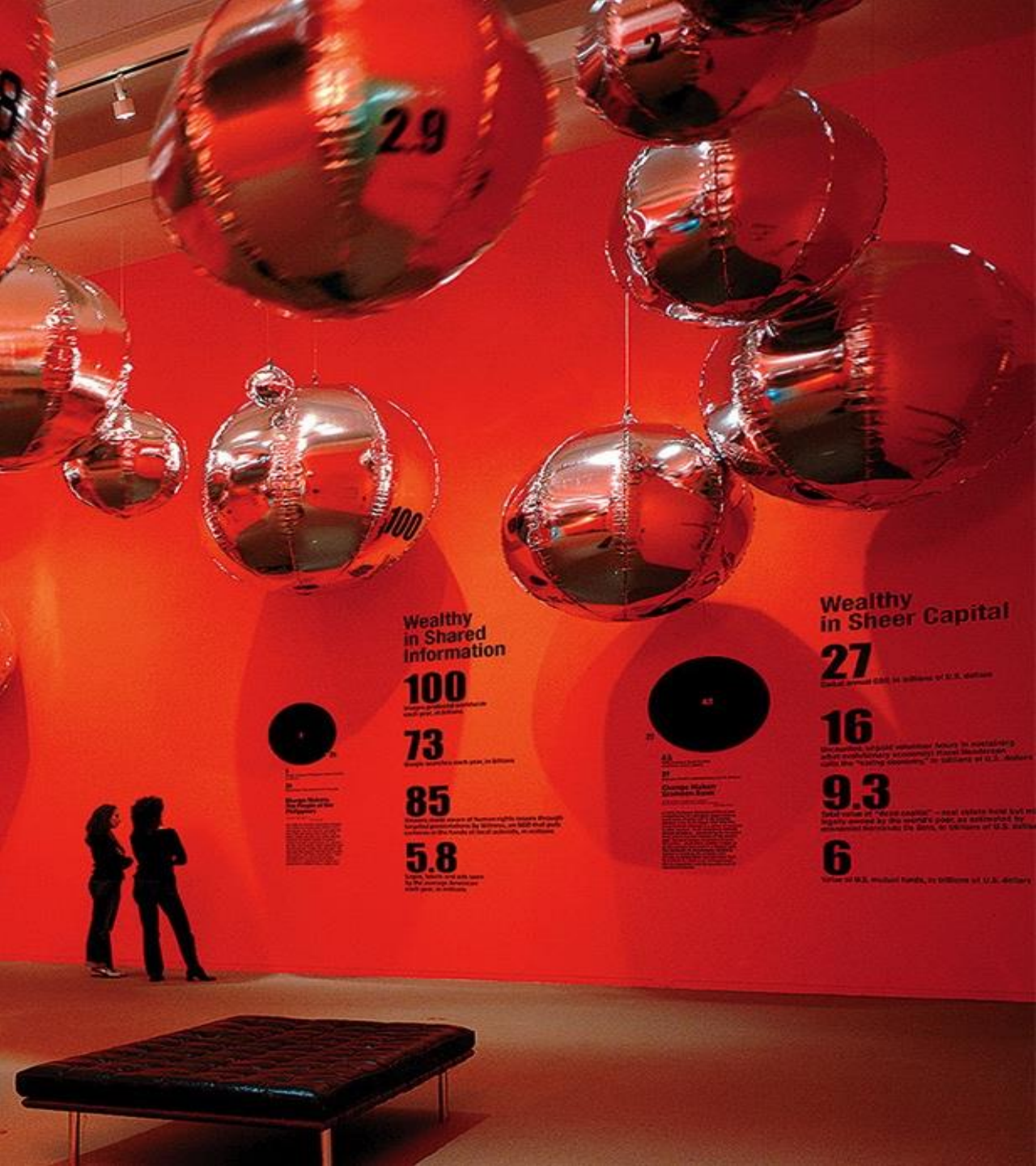
Cost Savings!

Show Site Receiving Begins:

Wednesday, October 10, 2018

Carriers To Check In By:

Wednesday, October 17, 2018 at 8:00 AM

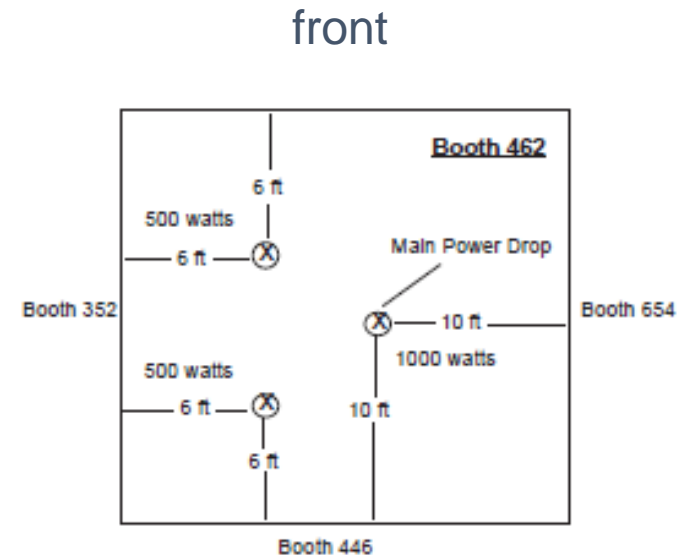


Hanging Sign Tips

- Applies to Island booths 400 sq. ft. or more
- Must ship to Advance Warehouse no later than
Wednesday, October 3, 2018
- Submit a Structural Integrity Form
- Submit a Diagram for placement

Electrical Tips

- Order in Advance by September 19, 2018
- Include an electrical floor plan w/details – always!
- Location and load of main power drop
- Location and load of all outlets
- Booth orientation - please provide surrounding aisle and/or booth #'s
- Advance orders installed prior to your arrival
- Freeman Carpet will be installed prior to arrival



questions ??????????

Shipping vs. Material Handling



Material Handling Agreements

Create a Material Handling Agreement:

- Outbound Shipping Form
- Freeman Online (Material Handling)
- Freeman On-Site Service Desk

Turn in at the Freeman Service Desk at the close of the show

MATERIAL HANDLING AGREEMENT
INSTRUCTIONS: COMPLETE ALL SHADED AREAS. RETURN COMPLETED AGREEMENT TO
SERVICE DESK WHEN MATERIALS ARE PACKED AND READY FOR SHIPMENT.

SHIPPER'S NUMBER

298134-124

MHA #: 124

PLACE PRO NUMBER HERE

DATE 08/01/2013 01:59 PM

BOOTH
NO. 3900

DATE/TIME
RECEIVED _____ AM
PM

FROM:

PHARMACY AUTOMATION SUPPLIES
AMEX

NACDS TSE 2013
SANDS EXPO CENTER
201 SANDS AVE
LAS VEGAS, NV 891692800

TO:

PHARMACY AUTOMATION SUPPLIES
146 S PINNACLE DR

ROMEONVILLE, ILLINOIS 60446 USA

IN THE EVENT YOUR SELECTED CARRIER FAILS TO SHOW ON FINAL
MOVE-OUT DAY, PLEASE SELECT ONE OF THE FOLLOWING OPTIONS:

1. RE-ROUTE VIA FREEMAN'S CHOICE
2. DELIVERY BACK TO WAREHOUSE AT EXHIBITOR'S EXPENSE

SIGNATURE _____

RE-ROUTE VIA _____ BY _____

DATE _____ TIME _____ AM PM

SPECIAL INSTRUCTIONS

Have loading dock, phone: 630-953-0485

DECLARED VALUE:

\$ _____
(Optional)

CARRIER
FREEMAN EXHIBIT TRANSPORTATION

PHONE #
(800) 995-3579

CIRCLE NUMBER OF SEPARATE DESTINATIONS IN BOOTH: 1 2 3 4 OR MORE

Desired Level of Service

Air Freight will be billed on Actual or Dimensional Weight, whichever is greater.

Ground

Specialized

Next Day Air

2nd Day Air

3-5 Day Service

CHECKER	NO. PIECES	DESCRIPTION AND EXCEPTIONS, USED/REPAKED PARAPHERNALIA, EXHIBITION OR SHOW, NOI	WEIGHT (LB) SUBJ. TO CORR.
		Crates (wooden)	
		Cartons (cardboard)	
		Trunks / Cases (fiber) (color) _____	
		Skids / Pallets _____ Shrinkwrapped _____ Loose	
		Carpets (color) _____ Wrapped _____ Loose	
		Carpet Padding Rolls _____ Wrapped _____ Loose	

DATE/TIME CARRIER SIGNED

BY SIGNING THIS AGREEMENT, YOU ARE AGREEING TO BE BOUND BY
FREEMAN'S TERMS AND CONDITIONS. THESE TERMS AND CONDITIONS ARE IN
YOUR SHOW KIT OR CAN BE OBTAINED AT THE SERVICE DESK. BY SIGNING
BELOW, YOU ARE ACKNOWLEDGING THAT YOU HAVE READ, UNDERSTOOD, AND
AGREE TO BE BOUND BY THESE TERMS AND CONDITIONS. EXHIBITOR SHALL BE
RESPONSIBLE FOR ALL SHIPPING CHARGES INCURRED. EXHIBITOR'S SIGNATURE
(OR THE SIGNATURE OF EXHIBITOR'S AGENT) CERTIFIES & WARRANTS THAT ITS
FREIGHT CONTAINS NO HAZARDOUS MATERIALS.

CHECKER NAME

PRINT

TRAILER
NO.

DATE

LOADED

START TIME

FINISH TIME

EXHIBITOR PHARMACY AUTOMATION SUPPLIES

SIGNATURE

PRINT NAME

EMERGENCY PHONE:

IF NEITHER BOX IS CHECKED,
SHIPMENT WILL BE SENT COLLECT. COLLECT ☐ PREPAID ☐

BILL FREIGHT CHARGES TO:

FREEMAN EXHIBIT TRANSPORTATION
6555 WEST SUNSET ROAD
LAS VEGAS, NV 89118

BY SIGNING THIS, I AGREE TO ENTER AT MY OWN RISK AND HOLD
FREEMAN HARMLESS FROM ALL LIABILITY ARISING FROM MY ACTIVITIES
ON THE PREMISES.

CARRIER FREEMAN EXHIBIT TRANSPORTATION

DRIVER SIGNATURE

DRIVER PRINT NAME

DATE

PIECES RECEIVED

Original - File Copy

Green - Driver

Yellow - Exceptions

Pink - Control

Gold - Exhibitor

FDC0097T (05/10)

Freeman Transportation

- All-Inclusive Pricing
- One Convenient Invoice
- On-site Transportation Experts
- Reliable Customer
- Call for Support 800-995-3579

Hours of Operation:

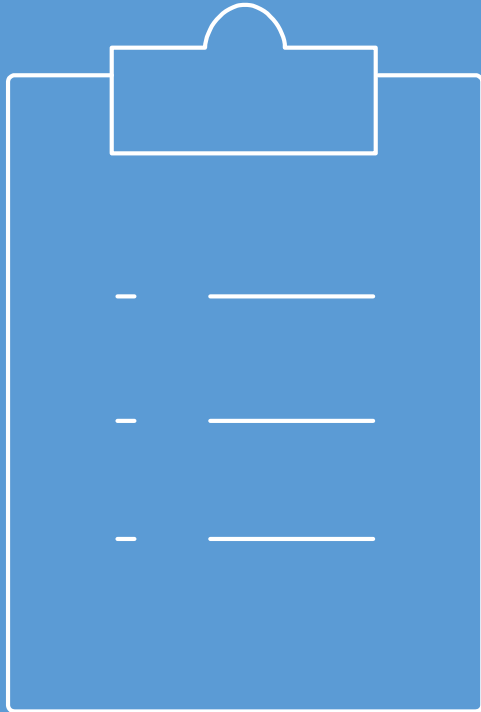
Mon - Fri: 7am - 7pm (CST)

Sat: 8am - 5pm (CST)

Email: exhibit.transportation@freeman.com

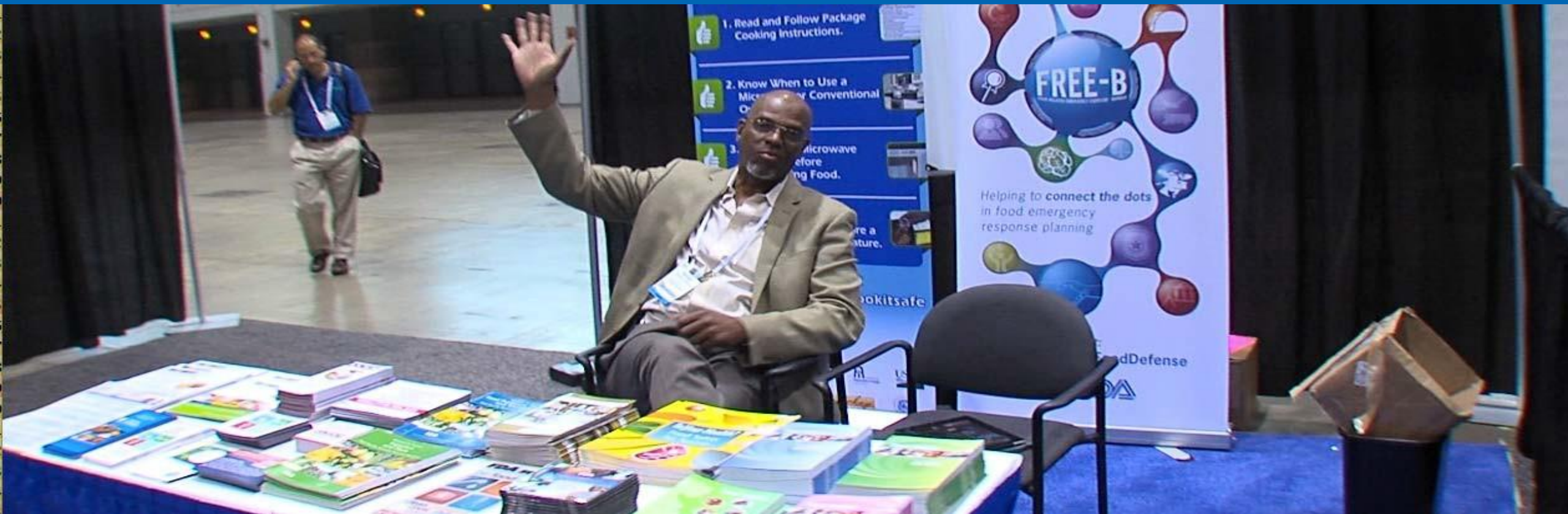
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Cost Saving Tips

- Order both online and by the deadline date
- Consolidated shipments (200 lbs. min)
- Reduce your exposure to special handling
- Carrier to skid/shrink wrap boxes and cases
- Avoid shipping loose or pad-wrapped pieces
- Schedule labor on straight time
- Pay attention to shipping deadlines
- Exhibitor carpet from a third party or owned will incur material handling charges



Onsite Tips

FREEMAN

service and support

to enhance your experience



Welcome to your booth!

Freeman is at your service, in person and online. We want to make sure you have everything you need to get moved in and set up, so your booth is ready to go when the show opens. Our team members are here to help, so please contact your show site concierge for information about exhibitor services, labor, freight, or any other questions. Our goal is to help you exceed your goals and elevate your experience.

Thank you — we look forward to helping you have a great show!



Concierge for your booth:

John Smith – 1-XXX-XXX-XXXX

Picture
here



Your Freeman service center location and phone number:

Central Hall – 1-XXX-XXX-XXXX

While at show site, use the handy FreemanOnline mobile app to track freight, order last minute products and services, submit concierge services requests, register to receive important notifications, and much more.



Download the **FreemanOnline** app at folmobile.freemanco.com



Show Flyer

- Call us when you need us!
- Show contact flyers will be delivered to your booth.
- Skip the service center and call us instead!
- We will come to you

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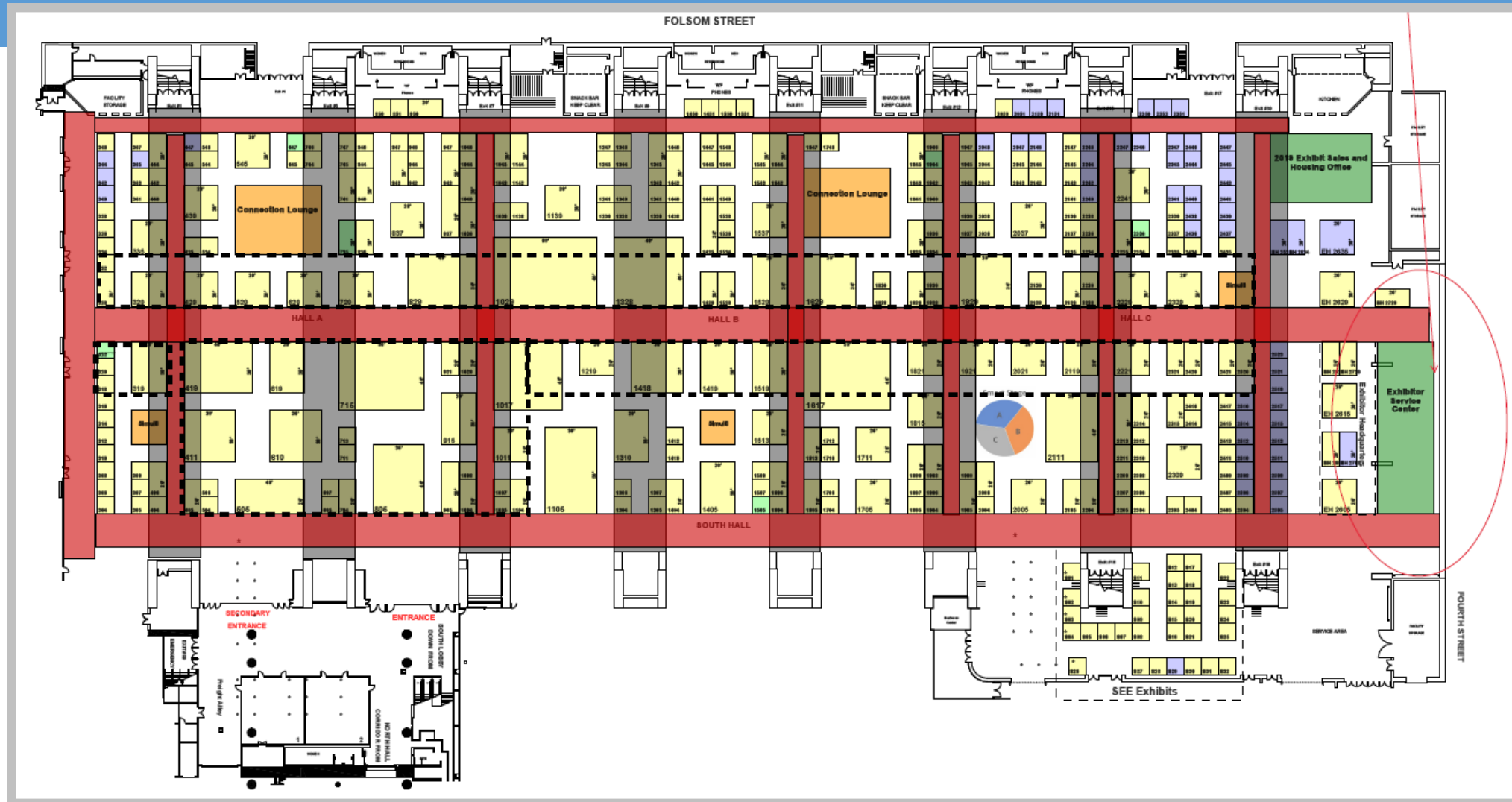
Freeman Service Center

- Open for extended hours
- Dedicated phone number
- Delivery schedule
- Pick up empty stickers
- Arrange for outbound shipping
- Order show services
- Track freight shipments
- Review Invoices
- Any and all questions

Easy Access to Freeman



FREEMAN





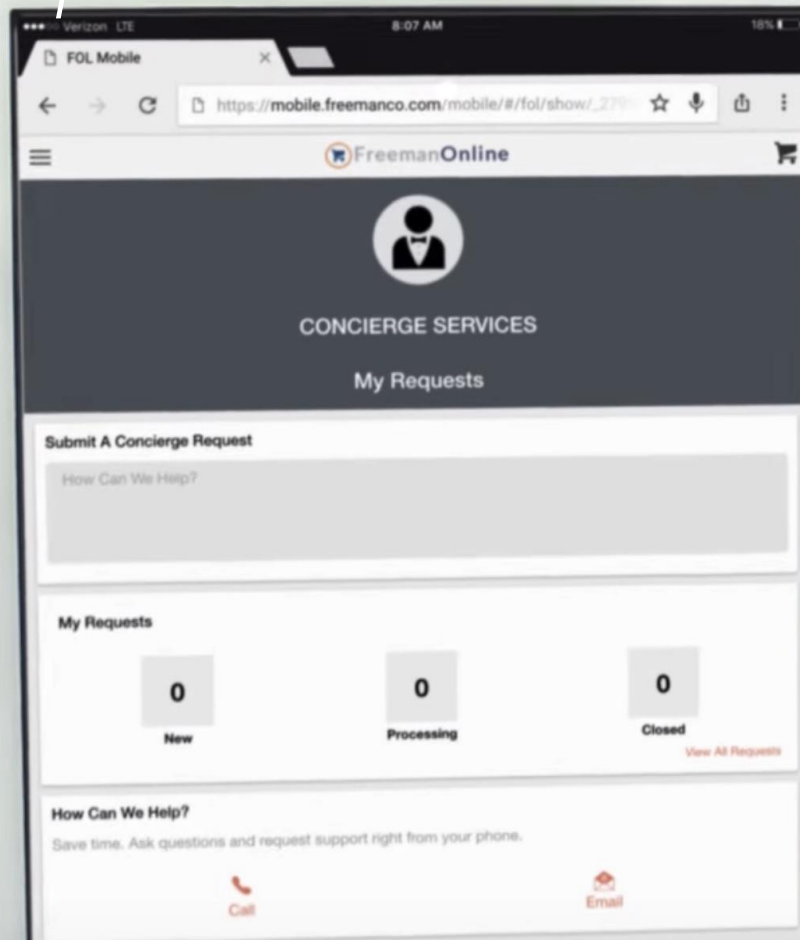
Brings the Service to you

Freeman Concierge

“I really liked the fact that you assigned a customer service agent to me and provide me with a cell number.”

“I found my concierge to be extremely helpful since she was able to come to my booth rather than me having to find the Freeman area at the show, this made a huge difference in how I view Freeman.”

<http://folmobile.freemanco.com>



FreemanOnline® Mobile

Service at your fingertips



**Online
Ordering**



**Receive
Notifications**



**Show
Information**



**Track
Freight**



**Concierge
Services**



**Move
Out**

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Empty Storage

- Tag cartons, fibers and crates with “EMPTY” stickers
- Begin returning “empties” at the close of the show
- Cartons and cases first then all crates
- Empties will be returned by **7 PM on Monday, October 15th**
- Carriers need to check-in no later than **8 AM on Wednesday, October 17th**



F R E E M A N



Your dedicated specialists

Our promise to you!



Exhibitor Services

Local Freeman Contact Information:

Tel (775) 355-4670

M-F 8AM – 5PM CST

Customer Contact Center

Tel (888) 508-5054

M-F 7AM – 7PM CST

Sat 8AM – 5PM CST

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questions ??????????

Thank you for your participation in today's webinar.

QUESTIONS?

Stephanie Houck, CEM
Senior Director, Exposition Operations
SPARGO, Inc.

703-679-3972 (direct line)

stephanie.houck@spargoinc.com

