SHOW INFORMATION

ASHP Pharmacy Futures 2025 **G173940625**
Charlotte Convention Center | Charlotte, NC
June 8-10, 2025

Booth Package

Items provided in your booth, per exhibitor:

- 8' High Backwall Drape with 3' High Sidewall Drape
- 7" x 44" Cardstock Identification Sign

Floor covering is mandatory per the Show Organizer's guidelines. Booth spaces without carpet on Sunday, June 8th at 4:00PM will have it automatically installed at the exhibitor's expense.

Show Colors

Show Drape Color(s): Blue, White, Grey
Aisle Carpet Color: Tuxedo

Exhibit Show Schedule

GENERAL EXHIBITOR MOVE-IN
Friday, June 6, 2025 • 1:00PM to 5:00PM
Saturday, June 7, 2025 • 8:00AM to 5:00PM
Sunday, June 8, 2025 • 8:00AM to 4:00PM

EXHIBIT HOURS
Sunday, June 8, 2025 • 5:00PM to 7:00PM
Monday, June 9, 2025 • 10:00AM to 3:00PM
Tuesday, June 10, 2025 • 11:00AM to 2:00PM

EXHIBITOR MOVE OUT
Tuesday, June 10, 2025 • 2:00PM to 9:00PM

FREIGHT REROUTE BEGINS*
*All outbound carriers must be checked in by this time

Tuesday, June 10, 2025 | 8:00PM

IMPORTANT DEADLINES

Please note! Shepard will be closed on May 26 in observance of the Holiday. No shipments will be accepted. Please notify your carrier.

Discount Price Deadline for Custom Shepard Rentals
Friday, May 9, 2025

First Day for Warehouse Deliveries Without a Surcharge
Friday, May 9, 2025

Discount Price Deadline for Standard Shepard Orders
Monday, May 19, 2025

Last Day for Warehouse Deliveries Without a Surcharge
Friday, May 30, 2025

Last Day for Warehouse Deliveries*
Tuesday, June 3, 2025

* Date indicated is last day freight can arrive to advanced warehouse with guarantee of delivery to booth for exhibitor move-in.

First Day Freight Can Arrive at Show Site
Friday, June 6, 2025 | 8:00AM

Shipping Addresses

ADVANCE WAREHOUSE SHIPMENT ADDRESS
Exhibiting Co. Name & Booth Number
ASHP Pharmacy Futures 2025
c/o Tforce c/o Shepard Exposition Services
5204 N Graham St
Charlotte, NC 28269

Warehouse hours: Monday - Friday 8:00AM - 4:00PM

DIRECT TO SHOW SITE SHIPMENT ADDRESS
c/o Shepard Exposition Services
Exhibiting Co. Name & Booth Number
ASHP Pharmacy Futures 2025
Charlotte Convention Center
501 S College St
Charlotte, NC 28202

Due to liability concerns and/or labor jurisdictions, exhibitors or their Exhibitor Appointed Contractors (EACs) may not operate any type of mechanical or powered equipment including forklifts, manual or electric pallet jacks, overhead lifts, etc.

Shepard Mailing Address

1531 Carroll Drive, NW
Atlanta, GA 30318
Phone: 404-720-8600
Email: orders@shepardes.com

Service Desk Hours *(subject to change)*

Friday, June 6, 2025 • 1:00PM to 5:00PM
Saturday, June 7, 2025 • 8:00AM to 5:00PM
Sunday, June 8, 2025 • 8:00AM to 4:00PM
Sunday, June 8, 2025 • 5:00PM to 7:00PM
Monday, June 9, 2025 • 10:00AM to 2:00PM
Tuesday, June 10, 2025 • 11:00AM to 2:00PM
Tuesday, June 10, 2025 • 2:00PM to 9:00PM

Exhibitor Move Out

Tuesday, June 10, 2025 • 2:00PM to 9:00PM

Dismantle & Move Out Information

Shepard will begin returning empty containers and skids as soon as the aisle carpet is removed and/or plastic protection is installed on top of the floor. All exhibitor materials must be removed from the facility by **Tuesday, June 10, 2025 | 8:00PM**.

Any materials remaining in the hall will be rerouted or returned to Shepard's warehouse to await disposition at the exhibitor's expense.

To ensure all exhibitor materials are removed from the facility during the exhibitor move out, please have all carriers checked in with Shepard no later than **Tuesday, June 10, 2025 | 8:00PM**.

Post Show Paperwork & Labels

Our Exhibitor Service Representatives will gladly assist you in preparing your outbound shipping labels, outbound Material Handling Authorization paperwork, and outbound shipping in advance. You may find these forms included in this exhibitor services catalog. An email with links to an online portal will also be sent to the exhibitor contact on record for the booth. Labels and paperwork will also be available on-site. Make sure your carrier knows your company name, booth number, and the carrier check in deadline.

Outbound Shipping

It is the responsibility of each exhibitor to arrange for transportation of booth materials after the event. Our Exhibitor Service Representatives are available pre show, during the show, and during move out to assist you in arranging shipping through our official carrier Shepard Logistics. For peace of mind and easy set up, contact Shepard Logistics before the event for transportation services to and from the event. Shepard does not provide UPS, FED-EX, or other carrier specific labels. Exhibitors must schedule pick ups directly with all carriers as well as provide carrier specific shipping labels.

Pick Up Address

Charlotte Convention Center
501 S College St
Charlotte, NC 28202