

Move In, Move Out, And Exhibits Schedule*

Event	Date and Time	Additional Information
Move In	Wednesday, January 18 3:00 PM – 5:00 PM	All exhibits must be set by 5:00 PM on Wednesday, January 18. *If you cannot meet this deadline, you must request a variance. Please contact Eileen McGill at 703-679-3969 or giexhibits@spargoinc.com by 5:00 PM ET on Friday, January 13.
Exhibit Hours	Thursday, January 19 7:00 AM – 5:45 PM Friday, January 20 7:00 AM – 5:30 PM	Hours during which your exhibit table must be staffed as attendees will be in the Posters, Exhibits, and Food Room: Thursday, January 19 7:00 AM – 8:00 AM Complimentary Continental Breakfast 9:30 AM – 10:00 AM Break 12:00 PM – 1:30 PM Poster Session with Complimentary Boxed Lunch 3:00 PM – 3:30 PM Break 4:45 PM – 5:45 PM Poster Session with Complimentary Wine and Cheese Friday, January 20 7:00 AM – 8:00 AM Complimentary Continental Breakfast 9:30 AM – 10:00 AM Break 11:00 AM – 11:15 AM Break 12:00 PM– 1:30 PM Poster Session with Complimentary Boxed Lunch 3:00 PM – 3:30 PM Break 4:30 PM – 5:30 PM Poster Session with Complimentary Wine and Cheese
Move Out	Friday, January 20 5:30 PM – 6:30 PM	Exhibits may not be dismantled before 5:30 PM on Friday, January 20. Early dismantling of exhibits is prohibited. The Symposium’s designated general service contractor will dismantle any exhibits that are not taken down by 6:30 PM. Exhibitors will be responsible for all charges related to tear down.

*Please note that times are subject to change.

Questions? Contact Eileen McGill, Exhibits Operations Manager



800-564-4220 (within the U.S.) or 703-679-3969



giexhibits@spargoinc.com