

Shipping Information – Outbound

- All exhibit materials must be cleared from the exhibit area by 8:00 PM on Friday, February 7.
- Exhibitors are responsible for planning with their individual freight carriers. No arrangements need to be made in advance if you plan on shipping with Freeman Exhibit Transportation.
- Please complete the [outbound shipping form](#) and return to Freeman either in advance or onsite at the Symposium.
- Pack and label all your materials. Please see Eileen McGill, Exhibits Operations Manager, to finalize outbound shipping process before you leave.
- Return your Material Handling Agreement to the Freeman Customer Service Representative onsite (if applicable.)

Questions? Contact Eileen McGill, Exhibits Operations Manager



800-564-4220 (within the U.S.) or 703-631-6200



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