QUICK FACTS

Payments at show site must be made via GES-accepted credit card, check, or wire transfer.
GES will not accept cash payments at show site.

WHAT'S INCLUDED IN THE STANDARD BOOTH

Booth Size: 8’ x 10’
Facility Carpeted: ‘Yes
8’ High Black Backwall Drape
3’ High Black Siderail Drape
1 - 6’ Black Skirted Table
2 - Plastic Contour Chairs
1 - Wastebasket
1 - ID Sign

IMPORTANT DATES AND DEADLINES

Please take notice - This event moves out on overtime, all applicable surcharges will apply. Straight Time: Monday through Friday 8:00 AM to 4:30 PM. Trucks signing in after 2:00 PM may be charged at the overtime rate.

*All inbound carriers must check into the warehouse by 2:00 PM to be guaranteed same day unloading. Loading docks become busy and cannot always accommodate late afternoon arrivals due to heavy congestion.

Unselect All

- Thu. Mar. 19, 2020  Advance shipments may begin arriving at warehouse* 8:00 AM
- Wed. Apr. 1, 2020  Discount Deadline Date for Orders Received with Payment
- Fri. Apr. 17, 2020  Last day for Advance Shipments to arrive at Warehouse without surcharges* 3:30 PM

EXHIBITOR MOVE IN

- Wed. Apr. 22, 2020  10:00 AM To 4:00 PM  20’ x 20’ Booths Only
- Wed. Apr. 22, 2020  12:00 PM To 5:30 PM  All Premium and Standard Booths

SHOW HOURS

- Thu. Apr. 23, 2020  10:00 AM To 5:30 PM
- Fri. Apr. 24, 2020  8:30 AM To 5:00 PM

EXHIBITOR MOVE OUT

- Fri. Apr. 24, 2020  5:00 PM To 7:00 PM
- Fri. Apr. 24, 2020  Carriers MUST be checked in by 6:00 PM
- Fri. Apr. 24, 2020  All exhibitor materials MUST be removed by 7:00 PM
*All inbound carriers must check in by 2:00 PM to be guaranteed same day unloading. Loading docks become busy and cannot always accommodate late afternoon arrivals due to heavy congestion.

**SHIPPING ADDRESSES**

**Advance Shipment to Warehouse**
GES  
Society for Industrial & Organizational Psychology Annual Conference  
Exhibiting Company Name, Booth #  
YRC  
9018 Tuscany Way  
Austin, TX 78754  
United States of America  
Shipments should arrive on or between business days:  
- Thursday, March 19, 2020 - Friday, April 17, 2020

Warehouse receiving hours are:  
- Monday - Friday, 8:00 AM to 3:30 PM; Closed 12:00 PM to 1:00 PM & Holidays.

Please refer to the GES Warehouse Closure Calendar for official closure dates.

*All inbound carriers must check into the warehouse by 2:00 PM to be guaranteed same day unloading. Loading docks become busy and cannot always accommodate late afternoon arrivals due to heavy congestion.

**Please Note:** Shipments arriving before Thursday, March 19, 2020 will incur a storage fee, and shipments arriving after Friday, April 17, 2020 will incur a Late to Warehouse Fee.

**NO DIRECT SHIPMENTS WILL BE ACCEPTED AT JW MARRIOTT AUSTIN**

All exhibit materials must be sent in advance to the GES warehouse. Direct to exhibit site shipments will not be accepted at the JW Marriott Austin. The JW Marriott Austin does not have the capabilities to receive and does not have adequate storage space for Exhibitor materials. Any materials shipped to the JW Marriott Austin will be consigned to GES and the exhibiting company will be billed the appropriate material handling charges by GES. Exhibitors may also be billed an additional receiving charge by the JW Marriott Austin for any items sent directly to the venue. For shipments inadvertently delivered directly to the facility, a late arrival surcharge will apply to each shipment not received within the deadlines.

**ATTENTION EXHIBITORS:** Post show pickup of exhibitor materials is allowed at the JW Marriott Austin.

**Exhibit Site Post Show Pickup**
JW Marriott Austin  
110 E 2nd St  
Austin, TX 78701-3903  
United States of America  
Post Show Pickup:  
Friday, April 24, 2020 5:00 PM To 7:00 PM
GES LOGISTICS

SHIPPING TO THE SHOW WITH GES LOGISTICS - WE CAN SHIP IT FOR YOU

Let us handle all your shipping needs and enjoy priority move-in/move-out and more.

With decades of trade show experience, GES Logistics understands your transportation needs. As the Official Services Provider for your show, we offer a variety of fully integrated services and competitive rates that include:

- One-way or roundtrip shipping to and from the show floor
- Priority move-in/move-out
- Online tracking 24/7
- Show site GES support team
- Consolidated invoice for shipping and material handling

Roundtrip domestic logistics for non-local shipments of 5,000 lbs or less is called Transportation Plus and also gets you:

- 10% off material handling
- Free weight certificate
- No carrier wait time fees

GES will not act as Importer of Record (IOR) or Ultimate Consignee regarding exhibitor freight and will not provide a Power of Attorney to any entity regarding exhibitor freight.