



## EVENT & VENUE

### ICCS 2021 Annual Meeting and Course

October 10 - 12, 2021

Hyatt Regency Baltimore Inner Harbor

Ballroom C-F / Service Corridor

Baltimore, MD



## IMPORTANT DATES

Wednesday, September 8, 2021

### ADVANCE SHIPMENT RECEIVING

First day warehouse will begin receiving advance shipments without surcharges.

Friday, September 10, 2021

### ADVANCE ORDER DISCOUNT DEADLINE

All orders must be received with payment in full by this date to receive discounted pricing.

Friday, September 17, 2021

### ADVANCE ORDER DEADLINE - RENTAL EXHIBITS & CUSTOM TABLE THROWS

All orders must be received with payment in full by this date to guarantee production of the order for the show. These items will not be available to order after the deadline date.

Monday, October 4, 2021

### ADVANCE SHIPMENT DEADLINE

Last day for advance shipments to arrive at warehouse without surcharges.



## SCHEDULE

Saturday, October 9, 2021	9:00am - 9:00pm	EXHIBITOR MOVE-IN
Sunday, October 10, 2021	8:00am - 2:00pm	
Sunday, October 10, 2021	3:25pm - 7:45pm 3:55pm - 4:25pm 5:45pm - 7:15pm	EXHIBIT HALL OPEN COFFEE BREAK WELCOME RECEPTION
Monday, October 11, 2021	7:30am - 6:30pm 8:00am - 8:30am 9:45am - 10:15am 2:45pm - 3:15pm 4:30pm - 6:00pm	EXHIBIT HALL OPEN COFFEE BREAK MORNING BREAK AFTERNOON BREAK POSTER SESSION
Tuesday, October 12, 2021	7:30am - 10:20am 8:00am - 8:30am 9:30am - 9:50am	EXHIBIT HALL OPEN COFFEE BREAK MORNING BREAK

Tuesday, October 12, 2021	11:00am - 6:00pm	<b>EXHIBITOR MOVE-OUT</b>
Tuesday, October 12, 2021	6:00pm	<b>OUTBOUND SHIPPING AGREEMENT DEADLINE</b> All exhibitors must submit an outbound Material Handling Agreement to the Exhibitor Service Desk.
Tuesday, October 12, 2021	5:00pm	<b>CARRIER CHECK-IN DEADLINE</b>
Tuesday, October 12, 2021	6:00pm	<b>RE-ROUTE DEADLINE</b> Shipments not picked up by the exhibitor's carrier and/or remaining on the exhibit floor will be re-routed at this time.



## BOOTH EQUIPMENT

EACH 10'X10' BOOTH PACKAGE WILL INCLUDE THE FOLLOWING ITEMS.

- 8'H Navy Blue Backwall Drape
- 3'H Navy Blue Siderail Drape
- 1 - 6' Navy Blue Skirted Table
- 2 - Side Chairs
- 1 - Wastebasket
- Standard Booth Identification Sign

## CARPET

The Exhibit Hall is carpeted.



## MATERIAL HANDLING

It is recommended to ship all exhibit materials to the advanced warehouse. Shipping to the warehouse will ensure that materials are in the booth space for exhibitor set up. The warehouse deadline date has been extended for receiving to **Monday, October 4, 2021**. The standard warehouse material handling charge will be honored for all shipments received by this date. Any shipments sent directly to the facility will be required to be handled by Alliance Nationwide Exposition Company. The prevailing warehouse material handling rate plus a 20% minimum surcharge will be added to all direct shipments.

## ADVANCE SHIPMENTS

Exhibiting Company Name/Booth #  
ICCS 2021 Annual Meeting and Course  
c/o Alliance Exposition / Old Dominion Freight  
2301 Hawkins Point Rd  
Curtis Bay, MD 21226

## **OUTBOUND PICK UP ADDRESS**

Exhibiting Company Name/Booth #  
ICCS 2021 Annual Meeting and Course  
c/o Alliance Exposition  
Hyatt Regency Baltimore Inner Harbor  
300 Light St  
Baltimore, MD 21202

Outbound shipments not consigned to Old Dominion Freight, the Official Show Carrier, require a pick-up to be scheduled in advance by the exhibiting company with its designated carrier of choice.

For outbound carrier pick up, please schedule your carrier to pick up from the above Outbound Pick Up address between the hours of **11:00am and 6:00pm** on **Tuesday, October 12, 2021** only. Carrier check-in deadline is **5:00pm** on **Tuesday, October 12, 2021**.

All exhibit materials must be removed from the exhibit hall by **6:00pm** on **Tuesday, October 12, 2021**.

**For assistance, please contact Exhibitor Services at 888.528.2011 or [ExhibitorAssistance@alliance-exposition.com](mailto:ExhibitorAssistance@alliance-exposition.com).**