



June 22-24, 2008  
George R. Brown Convention Center  
Houston, TX

## HOW DOES IT WORK?

There are two basic methods of shipping your display materials and equipment to a trade show:

### **Method 1: Shipping to the Warehouse**

By selecting this method of shipping, you can ship your materials to the freight company's warehouse to arrive between **May 21, 2008 and June 11, 2008**. ***Please note that the warehouse will be closed on Monday, May 26<sup>th</sup> in observance of Memorial Day.*** To qualify for this type of shipping, the materials must be crated, boxed or on skids. Included in this service is acceptance at the warehouse, delivery to your booth, removal / storage / return of empty packing materials and loading of materials on designated carriers. The big advantages of the method are that the shipping time does not have to be exact since you have an extended window and you have more flexibility on the carrier used.

### **Method 2: Shipping Direct to the Convention Center**

To use this method, your shipment must arrive during exhibitor move-in. There are no personnel at the George R. Brown Convention Center to accept shipments prior to our official move-in days. Exhibitors who have targeted move-in days should schedule shipments to arrive early the day of their move-in. **Non-targeted exhibitors should schedule shipments to arrive early on Friday, June 20, 2008.** This method must be used for uncrated and loose material shipments. This service includes acceptance of materials at show site, delivery to your booth, removal / storage / return of empty packing materials and loading of materials on designated carriers.

**Shipments to show site should not be shipped to arrive prior to June 18, 2008.**

**SHIPPING TO THE TRADE SHOW**