



EVENT & VENUE

Houston NEWH Regional Tradeshow

October 5, 2021

Hilton Americas - Houston

Ballroom of Americas ABC

Houston, TX



IMPORTANT DATES

Friday, September 3, 2021

ADVANCE SHIPMENT RECEIVING

First day warehouse will begin receiving advance shipments without surcharges.

Tuesday, September 7, 2021

ADVANCE ORDER DISCOUNT DEADLINE

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

Wednesday, September 29, 2021

ADVANCE SHIPMENT DEADLINE

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



SCHEDULE

Tuesday, October 5, 2021

7:00am - 12:00pm

EXHIBITOR MOVE-IN

Tuesday, October 5, 2021

1:00pm - 6:00pm

SHOW HOURS

Tuesday, October 5, 2021

6:00pm - 8:00pm

EXHIBITOR MOVE-OUT

Tuesday, October 5, 2021

8:00pm

OUTBOUND SHIPPING AGREEMENT DEADLINE

All exhibitors must submit an outbound Material Handling Agreement to the Exhibitor Service Desk.

Tuesday, October 5, 2021

7:00pm

CARRIER CHECK-IN DEADLINE

Tuesday, October 5, 2021

8:00pm

RE-ROUTE DEADLINE

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 6'X6' BOOTH PACKAGE WILL INCLUDE THE FOLLOWING ITEMS.

8'H Black Backwall Drape
3'H Black Siderail Drape
1 - 4' or 6' Black Skirted Table (requested through NEWH)
1 - Side Chair (requested through NEWH)
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 **Wednesday, September 29, 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 #
Houston NEWH Regional Tradeshow
c/o Alliance Exposition / Old Dominion Freight
2755 Aldine Bender Rd
Houston, TX 77032

OUTBOUND PICK UP ADDRESS

Exhibiting Company Name/Booth #
Houston NEWH Regional Tradeshow
c/o Alliance Exposition
Hilton Americas - Houston
Ballroom of Americas ABC
1600 Lamar St
Houston, TX 77010

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 **6:00pm and 8:00pm on Tuesday, October 5, 2021** only. Carrier check-in deadline is **7:00pm on Tuesday, October 5, 2021**.

All exhibit materials must be removed from the exhibit hall by **8:00pm on Tuesday, October 5, 2021**.

For assistance, please contact Exhibitor Services at 888.528.2011 or ExhibitorAssistance@alliance-exposition.com.