

FREEMAN

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Las Vegas, NV 89118
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FreemanLasVegasES@freemanco.com

SEMA Show 2017
October 31 - November 3, 2017
Las Vegas Convention Center
Las Vegas, Nevada

THE POWER OF FREEMAN ONLINE IN THE PALM OF YOUR HAND

Access Freeman Online from your desktop, tablet and smart phone. Download the smart phone app today from the Apple or Android store, or get it on Google play.

Freeman Online provides you with a consistent experience across all devices throughout the entire show cycle – pre-show, during the show and after-show.

Freeman Online gives you gives you all the right tools to ensure seamless event execution:

- Access important show information
- Track Freeman freight
- Receive notifications
- Receive assistance through Concierge Services
- Order Freeman products and services at show site
- Expedite the move-out process
- Access invoices after the show

Once your show is available online, you will receive an email which includes a direct link to Freeman Online. To access the site now, click here to register/login.

Take advantage of discount pricing, place your order by 5:00 PM, OCTOBER 13, 2017 at Freeman Online on your desktop, tablet or smart phone.

If you need assistance with Freeman Online on any device, please call our Customer Support Center toll-free at 1-888-508-5054.

SHIPPING INFORMATION

If you will be shipping only carpet and/or padding from an outside vendor to the warehouse in a separate shipment, please use the special labels provided and have your shipment arrive no later than October 11, 2017. Mixed shipments which include booth materials and carpet do not apply.

Warehouse shipping address:

Exhibiting Company Name / Booth # _____
SEMA Show 2017
C/O FREEMAN
6675 W Sunset Rd
Las Vegas, NV 89118

FREEMAN will accept crated, boxed or skidded materials beginning **SEPTEMBER 21, 2017** at the above address. Materials arriving after **OCTOBER 18, 2017** will be received at the warehouse with an additional after deadline charge. Warehouse freight will be delivered prior to exhibitor set up. **Warehouse receiving hours are 8:00 a.m. - 3:30 p.m., Monday-Friday.**

Showsite shipping address:

Exhibiting Company Name / Booth # _____
SEMA SHOW 2017
C/O FREEMAN
Las Vegas Convention Center
3150 Paradise Rd
Las Vegas, NV 89109

FREEMAN will receive shipments at the exhibit facility beginning at **8:00 A.M. on OCTOBER 26, 2017.** Shipments arriving before this date may be refused by the facility. Any charges incurred for early freight accepted by the facility will be the responsibility of the exhibitor.

This show will be marshalled. Please see marshalling yard map in this service manual.

Please note: All items and materials that must be brought into the facility may be subject to Material Handling Charges and are the responsibility of the Exhibitor. This also applies to items not ordered through the Official Show Vendors.

SERVICE INFORMATION

DISCOUNT PRICE DEADLINE DATE

Order early to take advantage of advance order discount rates. Place your order by OCTOBER 13, 2017 at 5:00 p.m.

DISMANTLE AND MOVE-OUT INFORMATION

- Freeman will begin returning empty containers as soon as the aisle carpeting is removed from the exhibit floor. The entire process will take approximately 8 hours.
- All exhibitor materials must be removed from the exhibit facility by **Sunday, November 5, 2017 at 12:00 p.m.** Any materials remaining in the facility will be re-routed via Freeman's choice or returned to warehouse to await disposition at exhibitor's expense.
- To ensure all exhibitor materials are removed from the exhibit facility by the Exhibitor move-out deadline, please have all carriers check-in by **Sunday, November 5, 2017 at 9:00 a.m.**

POST SHOW PAPERWORK AND LABELS

Our Exhibitor Services Department will gladly prepare your outbound Material Handling Agreement and Labels in advance. Complete the Outbound Material Handling section on the order form and your paperwork will be available at show site. Be sure your carrier knows the company name and booth number when making arrangements for pick-up of your exhibit at the close of the show.

LABOR INFORMATION

Booth Installation & Dismantle: If utilizing Freeman labor, please refer to the Installation & Dismantle order form to place your order for display labor. Straight Time and Overtime hours are also listed on the order form. Exhibitors supervising Freeman labor will need to pick up and release their labor at the Freeman Service Desk.

SHOW COLORS

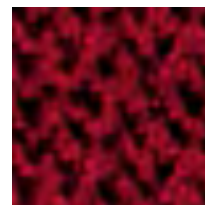
DRAPE COLORS

| | |
|---------------------------------------------|---------------|
| Business Services | Black & White |
| Collision Repair & Refinish | Black & White |
| First Time & Featured Exhibitors - LVCC | Black & White |
| First Time & Featured Exhibitors - Westgate | Black & White |
| Global Tire Expo Sponsored by TIA | Black & White |
| Hot Rod Alley | Black & White |
| Mobile Electronics & Technology | Black & White |
| Performance Pavilion | Black & White |
| PowerSports & Utility Vehicles | Black & White |
| Racing and Performance | Black & White |
| Restoration Marketplace | Black & White |
| Restyling & Car Care Accessories | Black & White |
| Tools & Equipment | Black & White |
| Trucks, SUVs & Off-Road | Black & White |
| Wheels & Accessories | Black & White |



AISLE CARPET COLORS

| | |
|-----------------------------------------|------------|
| Business Services | Tuxedo |
| Collision Repair & Refinish | Tuxedo |
| First Time & Featured Exhibitors - LVCC | Tuxedo |
| Global Tire Expo Sponsored by TIA | Tuxedo |
| Hot Rod Alley | Tuxedo |
| Mobile Electronics & Technology | Tuxedo |
| Performance Pavilion | Red Pepper |
| PowerSports & Utility Vehicles | Tuxedo |
| Racing and Performance | Tuxedo |
| Restoration Marketplace | Tuxedo |
| Restyling & Car Care Accessories | Tuxedo |
| Tools & Equipment | Tuxedo |
| Trucks, SUVs & Off-Road | Tuxedo |
| Wheels & Accessories | Tuxedo |



ASSISTANCE

We want you to have a successful show. If we can be of assistance, please call our Exhibitor Services Department at (702) 579-1700.

WE APPRECIATE YOUR BUSINESS.

FREEMAN GENERAL INFORMATION

TRANSLATION SERVICE

Freeman is pleased to offer a new service for our international exhibitors that provides quick interpretation and translation in 150 languages. This service will not only interpret for us on a three-way conversation, but also translate emails from customers. To access this service you may contact Freeman Las Vegas Exhibitor Services at (702) 579-1700 or Freeman's Customer Support Center at (888) 508-5054 Toll Free US & Canada or (817) 607-5000 Local & International.

HELPFUL HINTS

SAVE MONEY

Order early to take advantage of advance order discount rates, place your order by **OCTOBER 13, 2017**.

AVOID DELAY

Ship early to avoid delays. Shipments arriving late at show site will cost you money, time and business!

SAFETY TIPS

Use a ladder (no ladders over 3'), not a chair. Standing on chairs, tables and other rental furniture is unsafe and can cause injury to you or to others. These objects are not designed to support your standing weight.

Be aware of your surroundings. You are in an active work area with changing conditions during move-in and move-out. Pay attention. Look for obstacles, and machinery and equipment that are in use.

Keep your eyes open for scooters and forklifts. The drivers of these vehicles may not be able to see you.

Stay clear of dock areas, trucks and trailers. These areas can be particularly dangerous.

Prevent electrical shocks, falling items and damage to materials. Do not attach items or equipment to the drapes or metal framework provided for your booth. This can cause serious injury or damage to materials.

Children are not allowed in the exhibit hall during installation and dismantle.

Freeman does not ship or handle Hazardous Materials. If any materials you are shipping to the event fall into this category, please contact Freeman to be sure that the material will be allowed at the facility and by the association. In addition, if authorized by the facility and the association, you will need to make separate arrangements for the transport and handling of the approved materials, since Freeman will not transport or handle them.

The operation or use of all motorized lifts and motorized material handling equipment for installation/dismantle of exhibits is NOT permitted by exhibitors or by their exhibitor appointed contractors (EAC's). Thank you for your cooperation.

EXHIBITOR ASSISTANCE

For more information and helpful hints on preshow procedures and move-in, please go to www.freemanco.com/preshowFAQ.

For more information and helpful hints on postshow procedures and move-out, please go to www.freemanco.com/postshowFAQ.

Call Freeman's Exhibitor Services department at (702) 579-1700 with any questions or needs you may have.