

Solution EXPO Hours

Day	Time	Event	Booth Staff	Traffic Flow
Sunday, April 27				
	6:00 PM – 8:00 PM	Grand Opening / Welcome Reception	Required	Heavy
Monday, April 28				
	6:30 AM – 10:00 AM	Accessible	Not Required	None
	10:00 AM – 10:30 AM	Open / Coffee Break	Required	Medium / High
	10:30 AM – 11:45 AM	Accessible	Optional	Light
	11:45 AM – 1:00 PM	Open / Lunch in Hall D	Required	High
	1:00 PM – 3:30 PM	Accessible	Optional	Light
	3:30 PM – 4:00 PM	Open / Coffee Break	Required	Medium / High
	4:00 PM – 5:30 PM	Accessible	Optional	Light
	5:30 PM – 7:30 PM	Open / Networking Reception	Required	Heavy
Tuesday, April 29				
	7:00 AM – 10:00 AM	Accessible	Not Required	None
	10:00 AM – 10:30 AM	Open / Coffee Break	Required	Medium / High
	10:30 AM - 11:30 AM	Accessible	Optional	Light
	11:30 AM – 1:00 PM	Open / Lunch in Hall D	Required	High
	1:00 PM – 3:15 PM	Accessible	Optional	Light
	3:15 PM – 3:45 PM	Open / Coffee Break	Required	Medium / High
	3:45 PM – 6:30 PM	Accessible	Optional	Light
	6:30 PM – 7:30 PM	Open / Reception	Required	Heavy
Wednesday, April 30				
	7:00 AM – 10:00 AM	Accessible	Not Required	None
	10:00 AM – 10:30 AM	Open / Coffee Break	Required	Medium / High
	10:30 AM – 11:30 AM	Accessible	Optional	Light
	11:30 AM – 1:00 PM	Open / Lunch in Hall D	Required	High
	1:00 PM – 2:15 PM	Accessible	Optional	Light
	2:15 PM	Close	Closed	Closed

NOTES:

- It is your responsibility to ensure exhibitor staff are present to operate your booth during required SOLUTION EXPO HOURS listed above.
- Lunch will open 15 minutes early for exhibitors. For your convenience, boxed lunches will also be available.
- You will not be permitted to tear down your booth until 2:15 PM on Wednesday, April 30 – please plan your travel accordingly.

Exhibitor Move-in / Move-out Schedule

- **Exhibitor Show Setup:**

Thursday, April 24, 2014	Diamond and Platinum Sponsors	2:00 pm - 8:00 pm
Friday, April 25, 2014	Diamond and Platinum Sponsors	8:00 am - 8:00 pm
Saturday, April 26, 2014	Diamond, Platinum, Gold, Silver and Exhibitors*	8:00 am - 8:00 pm
Sunday, April 27, 2014	All Sponsors and Exhibitors	8:00 am - 3:30 pm

◇ Must be show ready by 3:30 pm

- **Exhibitor Show Teardown:**

Wednesday, April 30, 2014	All Sponsors and Exhibitors	2:15 pm - 8:00 pm
Thursday, May 1, 2014	Diamond and Platinum Sponsors	8:00 am - 10:00 am

Important Booth Property Change

In our continual efforts to improve and add value to your participation in the Impact Solution EXPO, we have changed the way you showcase your presence in the Solution EXPO. Effective immediately, all partners are now required to bring, ship or rent a booth property. **The booth property is no longer included in the sponsorship package***. This is an opportunity for you to demonstrate your own branding and develop your own messages that reflect your business strategy!

*(not including Turnkey Exhibitors)