

## General Information

### LOCATION & DATES

Walter E. Washington Convention Center  
Halls D & E  
801 Mt. Vernon Place, NW  
Washington, DC 20001

Tuesday, May 10 to Thursday, May 12, 2022

### EXHIBITOR MOVE-IN

Friday, May 6	1:00 PM to 5:00 PM – Mobile Units / Vehicles
Saturday, May 7	8:00 AM to 5:00 PM – Booths 400 sq. ft. or Larger
Sunday, May 8	8:00 AM to 5:00 PM – All Exhibitors
Monday, May 9	8:00 AM to 5:00 PM – All Exhibitors

- ALL of exhibitor move-in is targeted; please see the enclosed Target Move-In Schedule for your specific move-in day(s) and time.
- Advance shipments will be moved to show site on overtime.
- ALL exhibits must be set by 4:00 PM on Monday, May 9.

### SHOW HOURS

Tuesday, May 10	10:00 AM to 4:30 PM
Wednesday, May 11	10:00 AM to 4:30 PM
Thursday, May 12	10:00 AM to 3:30 PM

### EXHIBITOR MOVE-OUT

Thursday, May 12	3:30 PM to 10:00 PM
Friday, May 13	8:00 AM to 4:30 PM

- After 4:30 PM Thursday-Friday and all day Saturday, overtime rates are in effect.
- To guarantee load-out on Thursday evening, an exhibitor's shipment must be completely packed and Material Handling Agreements turned in to Hargrove by no later than 9:00 PM on Thursday, May 12. Outside carriers must be checked in at the Marshaling Yard by 7:00 PM.
- To guarantee load-out on Friday, an exhibitor's shipment must be completely packed and Material Handling Agreements turned in to Hargrove by no later than 3:00 PM on Friday, May 13. Outside carriers must be checked in at the Marshaling Yard by 1:00 PM.

## General Information (cont.)

### STANDARD BOOTH EQUIPMENT

Equipment	Standard 10' x 10' Booths	Small Business 10' x 7' Booths
8' High <b>Red &amp; Blue</b> Draped <b>Backwall</b>	Yes	Yes
3' High <b>Red</b> Draped <b>Siderails</b>	Yes	Yes
6' x 30" <b>Red</b> Draped <b>Table</b>	Not Included	Yes
2 – Side <b>Chairs</b>		Yes
Carpet		Yes
1 - <b>Wastebasket</b>	Yes	Yes
7" x 44" <b>Identification Sign</b>	Yes	Yes

The aisles will be carpeted. Aisle Carpet Color: **Tuxedo** (Black & Grey speckled)

NOTE: Per Show management, all exhibitors must provide or rent floor covering for their booth spaces at their own expense. If you are providing your own floor covering, please indicate as such on the enclosed Carpet form. Exhibitor-supplied carpeting is subject to material handling and labor charges.

### HARGROVE ADVANCE ORDER DEADLINE

**Friday, April 22, 2022**

Hargrove's advance prices apply to orders received with payment by the deadline date.

### NEED HELP? WE'RE HERE FOR YOU!



**HARGROVE EXHIBITOR SERVICES** // 301.306.4627 or [exhibitorservices@hargroveinc.com](mailto:exhibitorservices@hargroveinc.com)



**HARGROVE SHIPPING** // [Request a Quote](#) // 301.306.4620 or [shipping@hargroveinc.com](mailto:shipping@hargroveinc.com)

## ADVANCE SHIPPING

**Exhibitor-Supplied Floor Covering for Mobile Units** and **Hanging Signs** only:

Advance shipping begins **Friday, April 1** at **8:00 AM** and ends **Monday, May 2** at **3:00 PM**.

**Advance shipping address – exhibitor-supplied floor covering for Mobile Units** and **hanging signs only:**

(Your Company Name & Booth Number)

Modern Day Marine 2022

c/o Hargrove

1 Hargrove Drive

Dock 2

Lanham, MD 20706

**Display Materials:**

Advance shipping begins **Friday, April 1** at **8:00 AM** and ends **Monday, May 2** at **3:00 PM**.

**Advance shipping address – display materials:**

(Your Company Name & Booth Number)

Modern Day Marine 2022

c/o Hargrove

TForce Freight

6571 Washington Boulevard

Elkridge, MD 21075

- Advance shipments will be moved to show site on overtime.
- For exhibitor-supplied floor coverings and hanging signs, note the address and receiving deadline above. See also the enclosed shipping labels.
- Exhibitors are strongly encouraged to direct all FedEx and USPS shipments to the advance warehouse.

## DIRECT SHIPPING

ALL direct shipments will be accepted based upon the **Target Move-In Schedule**. Drivers must check-in at the Marshaling Yard prior to unloading. See Material Handling Information, Marshaling Yard Map, and the enclosed shipping labels for more information.

**Direct shipping address:**

(Your Company Name & Booth Number)

Modern Day Marine 2022

c/o Hargrove

Walter E. Washington Convention Center

Halls D & E

801 Mt. Vernon Place, NW

Washington, DC 20001

- Exhibitors with large machines/display vehicles must submit the Vehicle Spotting Form; fees apply.
- Direct shipments via FedEx and USPS are discouraged.