



Important Shipping & Labor Notes

SHIPPING

To avoid having your shipment refused or re-routed for delivery, please send advance materials to the warehouse as indicated in section 7 Official Decorator, George Fern.

The Austin Convention Center staff are not authorized to deliver your materials to the exhibit hall. Any attempt to have a center employee perform duties normally performed by George Fern will result in a service charge from the center as well as a service charge from George Fern.

Permissible: one person, one trip, no dollies or carts.

Show Management will not be responsible for disputes resulting from failure to comply with this guideline.

LABOR

Guideline to determine whether you need to hire labor:
If the display can be hand carried in one trip by one person, is for a booth no larger than 10'x10', and can be assembled within 30 minutes using non-electric tools (hammer, wrench, screwdriver) then you do not need to hire labor.

HANDTRUCKS ARE NOT AVAILABLE FOR EXHIBITOR USE.

Advanced Warehouse Receiving Begins:

Monday, August 8 – Wednesday, September 7, 2011

On-Site Receiving Begins:

Tuesday, September 12 & 13, 2011

Not before, your shipment will not be accepted

Please contact George Fern at 817.481.0043 should you have any additional shipping questions after reviewing this information and the information within the George Fern Exhibit Services pages.