

General Information

LOCATION & DATES

San Diego Convention Center
Halls B - H
111 West Harbor Drive
San Diego, CA 92101, USA

Tuesday, 07 March to Thursday, 09 March 2023

EXHIBITOR MOVE-IN

Thursday, 02 March through Monday, 06 March see Targeted Move-in Plan

- All booths must be set by 16:30 on Monday, 06 March.
- See the [Labor Services order form](#) for straight-time, overtime and double-time days and hours.

SHOW HOURS

Tuesday, 07 March	10:00 to 17:00
Wednesday, 08 March	10:00 to 17:00
Thursday, 09 March	10:00 to 16:00

EXHIBITOR MOVE-OUT

Thursday, 09 March - Friday, 10 March see Targeted Move-out Plan

NOTE: See the Material Handling Estimate and Labor forms for straight-time, overtime and double-time (Labor) days and hours.

Outside carriers must be checked in by **Thursday, 09 March** at **18:00**, or by **Friday, 10 March** at **14:00** for all remaining outbound shipments. Please see the [Move-Out Information](#) sheet in this Manual for more details.

STANDARD BOOTH EQUIPMENT

Each **10' x 10'** booth includes the following standard equipment:

8' High Draped **Backwall** – Color: **Red & Black**
3' High Draped **Siderails** – Color: **Black**
1 – 7" x 44" **Identification Sign** with Company Name & Booth Number

- The aisles will be carpeted. Aisle Carpet Color: **Tuxedo** (Black & Grey speckled)
- Per Show Management, exhibitors must carpet their booth spaces at their own expense.

General Information (cont.)

HARGROVE ADVANCE & ONLINE ORDER DEADLINES

Friday, 27 January 2023 - RENTAL BOOTH & ADVANCE ORDER DEADLINE

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

Monday, 13 February 2023 - CARPET & ONLINE ORDERING DEADLINE

Orders after this date must be placed via phone or email and are subject to availability.

NEED HELP? WE'RE HERE FOR YOU!



HARGROVE EXHIBITOR SERVICES // +1 301.306.4627 or exhibitorservices@hargroveinc.com



HARGROVE SHIPPING // [Request a Quote](#) // +1 301.306.4620 or shipping@hargroveinc.com

ADVANCE SHIPPING

Advance shipping begins **Friday, 27 January** at **08:00** and ends **Monday, 27 February** at **14:30 PT**.

Advance shipping address:

(Your Company Name & Booth Number)

OFC 2023

c/o Hargrove

TForce Freight c/o HTS

2321 Siempre Viva Court

Suite 103

San Diego, CA 92154, USA

Advance Warehouse Receiving Hours: Monday – Friday **08:00** to **14:30 PT**

DIRECT SHIPPING

- Direct shipments will be accepted based upon the [Targeted Move-In Schedule](#). Please see the color-coded floor plans and [Material Handling & Labor General Information](#) in this manual for the appropriate acceptance date and delivery time for your booth.
- A Marshaling Yard will be in effect for this event. All carriers must check in at the **Marshaling Yard** and be staged for unloading; see the [Driver Check-In Map](#).

Direct shipping address:

(Your Company Name & Booth Number)

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