



Show Information

Archery Trade Association

INDIANA CONVENTION CENTER - Indianapolis, IN

January 9 - 11, 2020

Event Code: 1198150120
 email: Indianapolis@shepardes.com
 phone: (317) 677-1235
 fax: (317) 389-5524
 mail: 6101 West 80th Street
 Indianapolis, IN 46278

BOOTH PACKAGE

Items provided in your booth, per exhibitor:

8' High backwall drape, 3' High sidewall drape

7" x 44" Cardstock Identification Sign

Show drape color(s): Black
Aisle carpet color: Tuxedo

EXHIBIT SHOW SCHEDULE

General Exhibitor Move-in:	Tuesday, January 7, 2020	8:00 AM	to	8:00 PM	
	Wednesday, January 8, 2020	8:00 AM	to	8:00 PM	
Exhibit Hours:	Thursday, January 9, 2020	8:30 AM	to	6:00 PM	
	Friday, January 10, 2020	8:30 AM	to	6:00 PM	
	Saturday, January 11, 2020	8:30 AM	to	4:00 PM	
Exhibitor Move-out:	Saturday, January 11, 2020	4:00 PM	to	11:00 PM	
	Sunday, January 12, 2020	8:00 AM	to	4:00 PM	
Freight Reroute Begins*	Sunday, January 12, 2020	4:00 PM			*All outbound carriers must be checked in by this time

SHIPPING ADDRESSES See Material Handling Rate Form for all related fees.

Advance Shipments Address

[Exhibiting Co. Name & Booth Number]
 Archery Trade Association
 TF Logistics- Shepard Exposition Services
 4200 Industrial Blvd
 Indianapolis, IN 46254

Direct Shipments Address

c/o Shepard Exposition Services
 [Exhibiting Co. Name & Booth Number]
 Archery Trade Association
 INDIANA CONVENTION CENTER
 100 S Capitol Ave
 Indianapolis, IN 46225

****Advance warehouse will be closed Christmas Eve 12/24 and Christmas Day 12/25**

IMPORTANT DEADLINES

Discount price deadline for custom Shepard rentals: Tuesday, December 10, 2019
 Exhibitor appointed contractor notification deadline: Thursday, December 12, 2019
 First day for warehouse deliveries without a surcharge: Thursday, December 12, 2019
 Discount price deadline for standard Shepard orders: Thursday, December 19, 2019
 Last day for warehouse deliveries without a surcharge: Tuesday, December 31, 2019
****Advance warehouse will be closed Christmas Eve 12/24 and Christmas Day 12/25**
 Last day for warehouse deliveries*: Sunday, January 5, 2020
 Date indicated is last day freight can arrive to advanced warehouse with guarantee of delivery to booth for exhibitor move-in.
 First day freight can arrive at show facility: Tuesday, January 7, 2020 at 8:00 AM

ANCILLARY VENDOR INFORMATION

Electrical Services

Utilities

Audio Visual

Lead Retrieval

Floral

Catering

Information will be available in August, 2019