



Building Component Manufacturers Conference

Small booth Move in Schedule

Again this year we will be asking all exhibitors with 300 square feet or less to move in and set up on Tuesday, October 30th. Set up hours on Tuesday will be from 8:00 AM – 4:00 PM. Due to the large equipment being brought into the hall on Monday, October 29th, early move in will not be permitted for safety concerns. We are asking everyone to be completed with their set up by 4:00 PM on October 30th for security purposes. Exhibitors will be allowed into the hall on Wednesday morning to do finishing touches to your space prior to show opening at 12:15 PM.

We will be doing something new this year to help all the exhibits and expand the quality of services provided to you. This year we will have two Exhibit Floor Supervisors on the floor during the exhibitor move-in hours. They each will be responsible for ½ of the show floor and will be available to help you with your service needs from us. They will be easily identified with their George E. Fern Company Logo attire and will get around to introduce themselves to you. As always the service desk will be set up and staffed to assist you.

I look forward to working with everyone again this year and will see you at the end of the month.

Jim Pruitt