

Ph: (407)-816-7900 • Fax: (469)-621-5605

NAME OF SHOW: **IAAPA Attractions Expo / November 13-16, 2018**

COMPANY NAME: _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS: _____ FAX# _____

For Assistance, please call (407)-816-7900 to speak with one of our experts.

**OFF-TARGET MOVE-IN REQUEST
DEADLINE: OCTOBER 18, 2018**

- Exhibitors requesting a revised targeted move-in date and time must complete and return this form to Freeman by **October 18, 2018**.
- All Off-Target Move-In Requests must be authorized by Freeman.
- Freeman will make every attempt to schedule you on the day that you have requested; however, due to the number of requests, we reserve the right to refuse your request.
- You will be notified by fax or email via this form of your revised move-in date and time.

_____ What is Your Display

_____ Number of Pieces

_____ Estimated Weight of Materials

_____ Estimated Time Required to Set Display

Please indicate day requested for new target move-in:

_____ Thursday, November 08, 2018
8:00 AM _____ 1:00 PM _____

_____ Friday, November 09, 2018
8:00 AM _____ 1:00 PM _____

General Move-In Times:

Saturday, Sunday, & Monday - November 10 - 12, 2018.

*** Any freight unloaded during the published overtime schedule will incur an additional overtime surcharge. Saturday and Sunday are considered overtime. The surcharges are published on the Material Handling rate sheet located in the service kit.**

Email, Fax, or Mail Completed Form by October 18, 2018.

Freeman
1601 Boice Pond Rd
Orlando, FL 32837
Phone: (407)-816-7900
Fax: (469)-621-5605
OrlandoTargetChanges@freeman.com

For Office Use Only

_____ Approved _____ Denied

New Target Date: _____

New Target Time: _____

Signed: _____

Date: _____