

EASY IS NICE, ON ANY DEVICE.

Freeman Online® provides you with all the right tools to ensure a seamless execution at show site, from move-in to move-out. With an enhanced Freeman Online, we are making it easier than ever for you to get what you want to have a great event:

- Access important show information
- Track freight
- Receive notifications
- Receive assistance through Concierge Services while at show site
- Order Freeman products and services pre-show, during move-in and while the show is open
- Expedite the move out process
- Access invoices after the show

SERVICE INFORMATION

BOOTH EQUIPMENT

Each 10' x 10' will be set with 8' high white and blue back drape, 3' high blue side dividers and a 7" x 44" one-line identification sign. Note: The maximum height for island booths is 25'.

Please note that electrical service is not included with your booth equipment but to accommodate possible power requirements, electrical outlets will be installed in every inline booth. An audit will be conducted by electricians and on-site charges will apply if the electrical service is utilized without an order on file.

EXHIBIT HALL CARPET

The exhibit area is not carpeted; however the aisles will be carpeted in midnight blue. Please note: All booths must have a carpet/flooring. If your booth does not have carpeting or flooring installed by 2:00 PM on Saturday, October 15th, IACP will request that Freeman install carpet at the exhibitor's expense. Island Booths may not order 9' carpet goods. Please refer to the Freeman Carpet order form.

DISCOUNT PRICE DEADLINE DATE

Order early to take advantage of advance order discount rates, place your order by SEPTEMBER 20, 2016.

SHOW SCHEDULE

REGISTRATION

Thursday	October 13, 2016	1:00 PM	-	5:30 PM
Friday	October 14, 2016	7:30 AM	-	5:30 PM
Saturday	October 15, 2016	7:30 AM	-	5:30 PM
Sunday	October 16, 2016	7:30 AM	-	5:30 PM
Monday	October 17, 2016	7:30 AM	-	5:30 PM
Tuesday	October 18, 2016	7:30 AM	-	3:30 PM

EXHIBITOR MOVE-IN

For more information and helpful hints on pre-show procedures and move-in, please go to www.freemanco.com/preshowFAQ.

Wednesday	October 12, 2016	1:00 PM	-	5:00 PM	(Vehicle and Targeted Only)
Thursday	October 13, 2016	8:00 AM	-	5:00 PM	(Targeted Only)
Friday	October 14, 2016	8:00 AM	-	5:00 PM	(General Move-in)
Saturday	October 15, 2016	8:00 AM	-	5:00 PM	(General Move-in)

EXHIBIT HOURS

Sunday	October 16, 2016	10:00 AM	-	5:00 PM
Monday	October 17, 2016	10:00 AM	-	5:00 PM
Tuesday	October 18, 2016	10:00 AM	-	2:00 PM

DEDICATED EXPOSITION HOURS - (4.5 hours over 3 days)

Sunday	October 16, 2016	3:30 PM	-	5:00 PM	(Networking Event)
Monday	October 17, 2016	11:30 AM	-	1:00 PM	
Tuesday	October 18, 2016	11:30 AM	-	1:30 PM	

EXHIBITOR MOVE-OUT

For more information and helpful hints on post-show procedures and move-out, please go to

www.freemanco.com/postshowFAQ

Tuesday	October 18, 2016	2:00 PM	-	9:00 PM
Wednesday	October 19, 2016	8:00 AM	-	12:00 PM

We will begin returning empty containers at the close of the show.

DISMANTLE AND MOVE-OUT INFORMATION

All exhibitor materials must be removed from the exhibit facility by October 19, 2016 at 12:00 PM.

To ensure all exhibitor materials are removed from the exhibit facility by the Exhibitor Move-Out deadline please have all carriers check-in by October 19, 2016 at 10:00 AM.

POST SHOW PAPERWORK AND LABELS

Our Exhibitor Services Department will gladly prepare your outbound Material Handling Agreement and labels in advance. Complete the Outbound Shipping form and your paperwork will be available at show site. Be sure your carrier knows the company name and booth number when making arrangements for shipping your exhibit at the close of the show.

SERVICE CONTRACTOR CONTACTS / INFORMATION:**FREEMAN**

901 E. South Street
Anaheim, CA 92805
(714) 254-3410 fax (469) 621-5606
FreemanAnaheimES@freemanco.com

FREEMAN EXHIBIT TRANSPORTATION

(800) 995-3579 US & Canada or +1(512) 982-4187 Outside the US or +1(817) 607-5183
International Shipping Services or fax (469) 621-5810 or email exhibit.transportation@freemanco.com

FREEMAN ONLINE®

Take advantage of discount pricing by ordering online at www.freemanco.com/store by **SEPTEMBER 20, 2016**. Using the enhanced Freeman Online, you will enjoy easy access to added features and functions as well as the high caliber of Freeman services you've come to expect — **before, during** and **after** your show. Additionally, you can now access FreemanOnline from any device — **desktop, laptop, tablet** or via our new **Freeman Online Mobile App**.

To place online orders, you will be required to enter your unique Username and Password. If this is your first time to use Freeman Online, click on the "Create an Account" link. To access Freeman Online without using the email link, visit www.freemanco.com/store. You can also download and use the FOL Mobile App from the Apple or Android store, or here: folmobile.freemanco.com. A mobile web version of the Freeman Online Mobile App is available to extend mobile use for those users that do not have an Apple or Android device or who do not want to download the app.

If you need assistance with Freeman Online, please call our Customer Support Center at (888) 508-5054 Toll Free US and Canada or +1(512) 982-4186 Local and International.

SHIPPING INFORMATION**Warehouse Shipping Address:**

Exhibiting Company Name / Booth #
IACP 2016
C/O FREEMAN
6060 NANCY RIDGE DR, SUITE C
SAN DIEGO, CA 92121

Freeman will accept crated, boxed or skidded materials beginning SEPTEMBER 12, 2016 at the above address. Material arriving after OCTOBER 4, 2016 will be received at the warehouse with an additional after deadline charge. Warehouse materials are accepted at the warehouse Monday through Friday between the hours of 8:00 AM - 3:30 PM. If required, provide your carrier with this phone number: (714) 254-3410.

Show Site Shipping Address:

Exhibiting Company Name / Booth #
IACP 2016
C/O FREEMAN
SAN DIEGO CONVENTION CENTER
111 W HARBOR DR
SAN DIEGO, CA 92101

NOTE: All Common Carriers and Van Lines should check-in at the Marshalling Yard. (See enclosed map.) Certified Weight Tickets must accompany all shipments.

Freeman will receive shipments at the exhibit facility on targeted dates/times or during general move-in. Shipments arriving before this date may be refused by the facility. Any charges incurred for early freight accepted by the facility are the responsibility of the exhibitor. If required, provide your carrier with this phone number: (714) 254-3410. Please refer to the Material Handling Form for when overtime charges will be assessed.

Please note: All items and materials that must be brought into the facility are subject to Material Handling Charges and are the responsibility of the Exhibitor. This also applies to items not ordered through the Official Show Vendors. Refer to the material handling form for charges for the service.

Please be aware that disposal of exhibit properties is not included as part of your material handling charges. Please contact Freeman for your quoted rates and rules applicable to disposal of your exhibit properties.

LABOR INFORMATION

Union Labor may be required for your exhibit installation and dismantle. Please carefully read the UNION RULES AND REGULATIONS to determine your needs. Exhibitors supervising Freeman labor will need to pick up and release their labor at the Labor Desk. Refer to the order form for Display Labor for Straight time and Overtime hours.

ASSISTANCE

We want you to have a successful show. If we can be of assistance, please call our Exhibitor Services Department at 714-254-3410.

WE APPRECIATE YOUR BUSINESS!