

## Booth details

### Booth equipment

Each 10' x 10' booth will be set with 8' high blue and black back drape and 3' high blue and black side drape. Booths 300 sqft or less will receive an identification sign. Booths larger than 300 sqft may receive an identification sign upon request.

### Exhibit hall carpet

The booth and exhibit areas are not carpeted. The aisles will be carpeted in blue.

	<u>Back Drape</u>	<u>Side Drape</u>	<u>Carpet</u>
General Exhibit Area	Blue	Blue	Blue Aisle Carpet
Package	Blue	Blue	Black Booth Carpet
iGaming Pavilion	Blue	Blue	Blue and Pink Aisle Carpet

## Show schedule

### Discount price deadline

To take advantage of advance order discount rates, place orders on FreemanOnline by September 12, 2024.

Please note that there may be road closures and potential traffic delays affecting the delivery of materials during the move-in and move-out periods. For more detailed information, [click here](#).

### Exhibitor move-in

Thursday, October 03, 2024	8:00 AM - 5:00 PM	Halls A, B, C (By Target)
Friday, October 04, 2024	8:00 AM - 5:00 PM	Halls A, B, C (By Target)
Saturday, October 05, 2024	8:00 AM - 5:00 PM	Halls A, B, C (By Target)
Sunday, October 06, 2024	8:00 AM - 5:00 PM	Halls A, B, C, D
Monday, October 07, 2024	8:00 AM - 5:00 PM	Halls A, B, C, D

Please note, move in for Hall D is not available until 8:00 AM on Sunday, October 06, 2024. All exhibits must be fully installed and all empty containers must be tagged by Monday, October 07, 2024 by 5:00 PM.

### Exhibit hall hours

Tuesday, October 08, 2024	10:00 AM - 5:00 PM
Wednesday, October 09, 2024	10:00 AM - 5:00 PM
Thursday, October 10, 2024	10:00 AM - 3:00 PM

### Exhibitor move-out

Thursday, October 10, 2024	4:00 PM - 10:00 PM	
Friday, October 11, 2024	8:00 AM - 5:00 PM	Halls A, B, C, D
Saturday, October 12, 2024	6:00 AM - 9:00 AM	Halls A, B, C

Please note, EACs will not be permitted on the floor until 4:00 PM on Thursday, October 10, 2024. Aisle carpet removal will take approximately one hour to complete and will be started at 3:00 PM. No labor, except for gaming technicians, will be permitted on the show floor between 3:00 PM and 4:00 PM on Thursday, August 22, 2024, to allow gaming equipment and slot machines to be secured for shipping.

Priority empty container return will start at 4:00 PM followed by other empty container return, beginning at 6:00 PM. All gaming equipment and slot machine empty containers will be returned to booths by 8:00 PM. For additional information on other outbound shipping deadlines and requirements, please review the move-out checklist section.

## Shipping and material handling

### Warehouse shipping address:

Exhibiting Company Name / Booth Number  
Global Gaming Expo (G2E) 2024  
C/O Freeman  
6675 W Sunset Rd  
Las Vegas, NV 89118  
USA

### Warehouse shipping information

- Ship early to avoid delays and save money.
- Freeman will accept crated, boxed or skidded material beginning September 3, 2024 at the above address.
- Material arriving after September 27, 2024 will be received at the warehouse with an additional after deadline charge.
- Please note that the Freeman Warehouse does not accept uncrated freight (loose, pad-wrapped material and/or unskidded machinery), COD shipments, hazardous materials, freight requiring refrigerated or frozen storage, a single piece of freight weighing more than 5,000 pounds or a single piece of freight beyond the dimensions of 108"H x 93"W.
- Warehouse materials are accepted at the warehouse Monday through Friday between the hours of 7:00 AM - 2:30 PM.
- Certified weight tickets must accompany all shipments.
- If required, provide your carrier with this phone number: (888) 508-5054.

### Show site shipping address:

Exhibiting Company Name / Booth Number  
Global Gaming Expo (G2E) 2024  
Venetian Expo & Convention Center  
C/O Freeman  
201 Sands Ave  
Las Vegas, NV 89169  
USA

### Show site shipping information

- Freeman will receive shipments at the exhibit facility beginning October 3, 2024.
- Shipments arriving before this date may be refused by the facility.
- Any charges incurred for early freight accepted by the facility will be the responsibility of the exhibitor.
- Certified weight tickets must accompany all shipments.
- Ensure your driver has the following information to expedite unloading and delivery to your booth: Show Name, Exhibitor Name, Booth #.
- If required, provide your carrier with this phone number: (888) 508-5054.
- To access the Gaming Equipment and Slot Machine Handling information [click here](#). To access the shipping labels, [click here](#).

For important Marshalling Yard information, [click here](#) to view and download the marshalling yard map & directions.

## Service contractor contact information

### Freeman

We want you to have a successful show. If we can be of assistance, please contact [Exhibitor Support](#). If you need to book or quote shipping services, please contact [Freeman Transportation®](#).

### Exhibitor frequently asked questions

For more information and helpful hints on products and services, ordering and invoicing, shipping your freight, and other top questions, please visit [FreemanOnline's FAQ page](#).

### Exhibitor service hours

Our Exhibitor Support team will be available from 8:00 AM - 5:00 PM from the first day of Exhibitor Move-in to the last day of Exhibitor Move-out. Hours may be extended the day before show open and the day of show close to assist with additional exhibitor needs.

## Pre-show checklist

### Labor information

- Carefully read the Union Rules and Regulations to determine your labor needs.
- Refer to your ordering site under Display Labor for Straight time and Overtime hours.

### General information

- Refer to the [G2E Height Restrictions Floorplan](#) for the maximum allowable height for your exhibit and hanging sign
- G2E operates on a targeted freight move-in system. Please refer to the [G2E Target Move-in Floorplan](#) for your move-in date and time.
- All target change requests must be approved through show management. To submit a target change request, please fill out the form [here](#).

### Show paperwork and labels

- Complete the [Outbound Shipping](#) paperwork online and Freeman will gladly prepare your outbound Material Handling Agreement and labels in advance.
- Ensure your carrier knows the company name and booth number when making arrangements for shipping your exhibit at the close of the show.

## During show checklist

### On-site information

- Please arrive with enough time to set up your booth.
- Exhibitors supervising Freeman labor will need to pick up and release their labor at the Labor Desk.

## Move-out checklist

### Dismantle and move-out information

G2E has adopted a targeted move-out process. This process has introduced new timelines for empty crate return and implements new deadlines for the removal of gaming equipment and exhibitor overhead rigging. For more detailed information, [click here](#).

In the event your selected carrier fails to show on final move-out day, Freeman reserves the right to re-route your freight onto another carrier.

### Gaming equipment and slot machines

- All gaming equipment and slot machines must be shipped out on Thursday, October 10, 2024. To ensure there is enough space to remove them on Thursday night, the empty containers will be prioritized and returned to booths by 8:00 PM on October 10, 2024.
- Freeman will only load out gaming equipment and slot machines that are skidded, packed, and have the Material Handling Agreement (MHA) turned in by 10:00 PM on Thursday, October 10, 2024.
- Carriers picking up gaming equipment and machines must check in at the marshalling yard by 7:00 PM on Thursday, October 10, 2024.

### Overhead truss and exhibitor aerial rigging

- All exhibitor-owned or shipped aerial rigging equipment must be fully dismantled by 10:00 PM on Friday, October 11, 2024. Be sure to schedule the dismantle of your equipment with Venetian Exhibitor Services in advance.
- Carriers picking up aerial rigging equipment must check in at the marshalling yard by 1:00 PM on Friday, October 11, 2024.

### Halls A, B, and C

- All Halls A, B, and C exhibitor materials must be removed from the exhibit facility by 9:00 AM on Saturday, October 12, 2024.
- To ensure all Halls A, B, and C exhibitor materials are removed from the exhibit facility by the Exhibitor Move-Out deadline, please have all carriers check-in by 6:00 AM on Saturday, October 12, 2024.

### Hall D

- All Hall D exhibitor materials must be removed from the facility by 5:00 PM on Friday, October 11, 2024.
- To ensure all Hall D exhibitor materials are removed from the facility by the Exhibitor Move-Out deadline, please have all carriers check-in by 1:00 PM on Friday, October 11, 2024.

### Excessive trash and booth abandonment

- Note that any excessive trash which consists of display materials, carpet, padding, crates and/or pallets will be disposed of and charged both a handling fee and disposal fee during exhibitor move-out.
- Clear out booth. Any excessive materials left in the booth at the end of the event will be considered trash.