

**LABOR CHECK-IN AND WRISTBAND DISTRIBUTION**  
24-HOUR ACCESS DOOR

# EBACE

29-31 MAY 2018 | GENEVA

**FLOOR PLAN AS OF 08 MARCH 2018 AND IS SUBJECT TO CHANGE**

## TARGET MOVE-IN DATES & TIMES

- TUESDAY, 22 MAY - 08h00
- WEDNESDAY, 23 MAY - 08h00
- THURSDAY, 24 MAY - 08h00
- FRIDAY, 25 MAY - 08h00
- SATURDAY, 26 MAY - 08h00  
Shell Scheme Exhibitors

### EXHIBITOR MOVE-IN

- Check your assigned freight delivery on this enclosed target schedule.
- Advance shipments sent to IEL/TWI will be delivered to your stand on or before your target date and time.
- Target time is per truck check-in and does not necessarily represent the time your truck will be unloaded

*Important:* If you are delivering display items direct to show site and are scheduling exhibit labor, make arrangements at least 4 hours after your scheduled target time.

*Note:* Due to shows preceding and post EBACE, as well as a bank holiday, move-in and move-out extensions are not possible.

EAC's/stand builders/exhibitors who need to work after normal work hours (19:00 and 07:00) must complete the Extended Hours request form and pay appropriate fees. If you have questions about move-in or extended hours, please contact EBACE exhibit teams at [ebacesetup@nbaa.org](mailto:ebacesetup@nbaa.org)

Exhibitors who wish to come in AFTER your targeted date/time do NOT need to submit request.

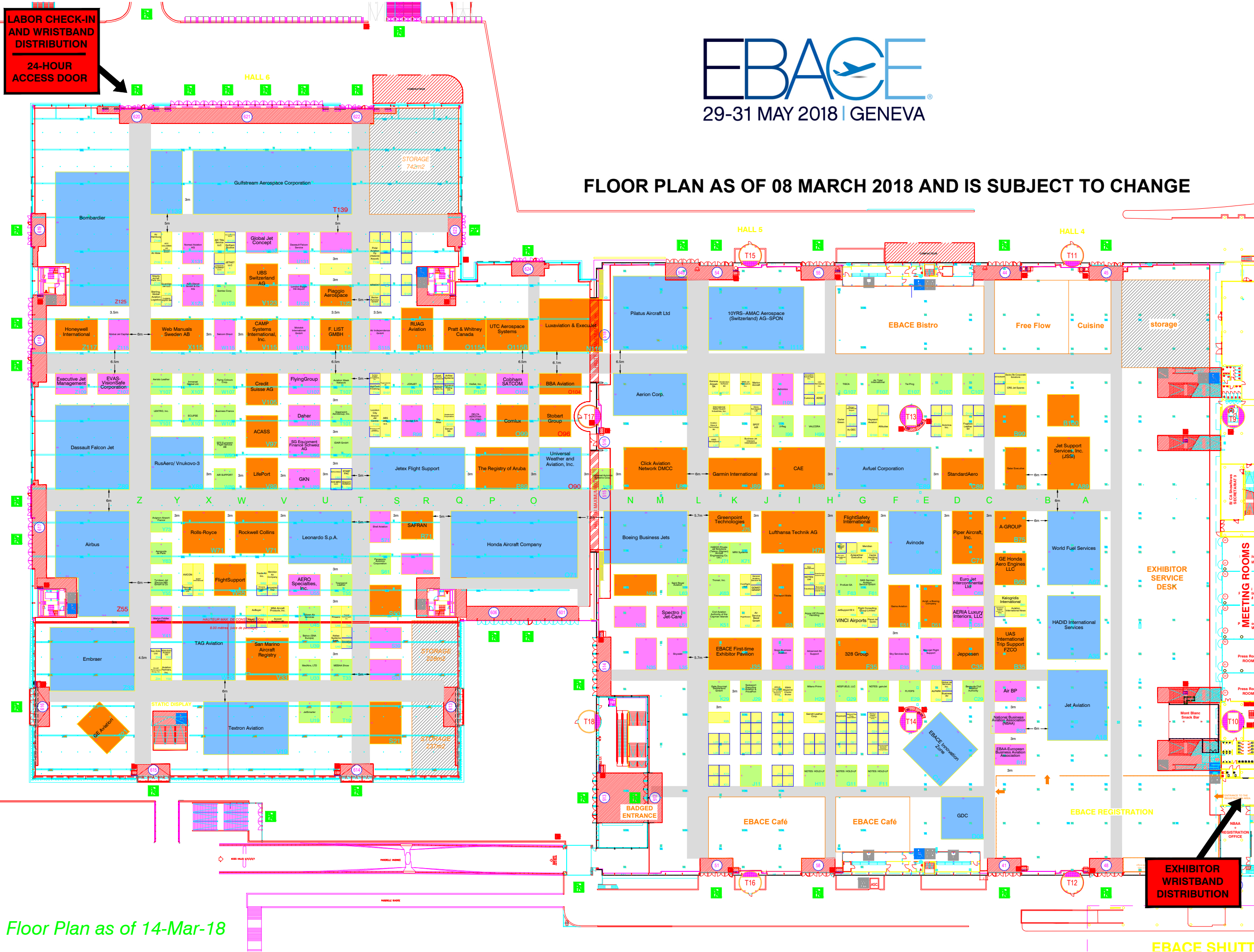
Stand construction is permitted until 1500 on Monday, 28 May. At that time all empty crates need to be removed from the floor.

**PLEASE NOTE: ALL FREIGHT TRUCKS MUST CHECK IN LOT P-49 BEFORE ACCESSING THE EBACE EXHIBIT HALLS ON YOUR ASSIGNED TARGET DATE. TRUCKS WILL BE GREETED BY AN IEL REPRESENTATIVE ON A FIRST-COME, FIRST-SERVED BASIS. ONCE PAPERWORK IS FINALIZED, IEL WILL DISPATCH EACH TRUCK AS FREIGHT DOORS BECOME AVAILABLE. ALL PERSONAL VEHICLES (POVS) MUST CHECK IN AT LOT P-49 BEFORE ENTERING THE EXHIBIT HALL AS WELL.**

### EXHIBITOR MOVE-OUT

Move out for PALEXPO Exhibitors will begin at 1600 on Thursday, 31 May. All exhibit materials must be completely dismantled and packed into crates and secured by 1700 on Saturday, 2 June. Please note that trucks are not permitted on the roads on holidays or Sundays.

IEL (Inter ExpoLogistics) will begin returning empty containers as soon as the aisle carpeting is removed from the exhibit floor. The entire process to return empties could take approximately 8 hours (inclement weather may delay this process).



Floor Plan as of 14-Mar-18

EBACE SHUTT