



CONVENTION & SHOW SERVICES

1250 John A Papalas Dr., Lincoln Park, MI 48146
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**Metro Detroit Chevy Dealers
Health and Fitness Expo**

**Cobo Center
October 19 - 20, 2018**



IMPORTANT DATES AND DEADLINES

The following items are due to the appropriate contractors no later than the dates indicated. To take advantage of advanced rate discounts, be sure to make your arrangements early.

<u>Date</u>	<u>Day</u>	<u>Information</u>
September 10, 2018	Monday	EAC Form due to CSS office by end of day
September 17, 2018	Monday	First day advance warehouse open to receiving advance shipments. Hours for receiving are Monday - Friday, 8:30 a.m. - 4:00 p.m. CSS Warehouse: (313)386-5555
October 15, 2018	Monday	Deadline to receive advance pricing on Standard Rentals.
October 18, 2018	Thursday	Target Specific Exhibitor Move In: TBD Last day advance warehouse open to receiving advance shipments.
October 19, 2018	Friday	Exhibitor Move In: 6:00 a.m. - 11:00 a.m. <i>Exhibits must be show ready no later than 12:00 p.m.</i> First day direct shipments may begin arriving at the exhibit site. Show Floor Open: 1:00 p.m. - 8:00 p.m.
October 20, 2018	Saturday	Service Desk Open: 7:00 a.m. - 11:00 a.m. (final Exhibitor orders/receiving available) Show Floor Open: 10:00 a.m. - 7:00 p.m. Exhibitor Move Out: 7:00 p.m. - 11:00 p.m. <i>Empty containers will be returned after 7:00 p.m.</i> Carriers must be checked in by 9:00 p.m. Freight will be forced at 9:00 p.m. All exhibitor materials must be gone by 10:00 p.m. unless you have made alternate arrangements with CSS.