



March 18-21, 2024 • Las Vegas Convention Center
Education: March 18-19 • Trade Show: March 20-21



SHIPPING INFORMATION

EARLY SHIPMENTS

Las Vegas Convention Center will not accept delivery of exhibit material prior to the specified move-in date. Please plan your shipments to coincide with the established schedule.

NOTE: Every exhibitor will receive a target schedule showing the time their exhibit is scheduled to check into the Marshaling Yard to start the unloading process.

SHIPPING INSTRUCTIONS

Advance shipments must arrive between Wednesday, February 16, 2024 and Tuesday, March 12, 2024.

Mark and consign all **ADVANCE** shipments to the Warehouse
Shipping Address below:

Exhibiting Company Name/ Booth # _____
Amusement | NBVA | Laser Tag and BCA
c/o Freeman
6675 W Sunset Rd
Las Vegas, NV 89118

Freeman will accept crated, boxed or skidded materials beginning **Wednesday, February 16, 2024** at the above address. Materials arriving after **Tuesday, March 12, 2024** will be received at the warehouse with an additional after deadline charge. Warehouse freight will be delivered prior to exhibitor set up. If warehouse freight has to be moved in on a weekend in order to be in the exhibitor's booth for move-in day, an overtime charge may apply. Warehouse receiving hours are 7:00 a.m. - 2:30 p.m., Monday-Friday. If required, provide your carrier with this phone number: 888-508-5054. Refer to [Freeman Services Guide](#) for rates.

DIRECT SHIPMENTS

Exhibitors who wish to ship their exhibit materials directly to the Las Vegas Convention Center may do so, via their own vehicle, van line or common carrier, but must note that the direct to dock freight can be received beginning **Sunday, March 17, between the hours of 8:00 am and 5:00 pm.**

All vehicles must check into the Freeman Company Marshaling Yard at the following address:

Marshaling Yard
6555 W. Sunset Rd
Las Vegas, NV 89118

NOTE: Check the targeted floor plan for your schedule of freight move-in dates and times.

Mark and consign all **DIRECT** shipments to the address below:

Exhibiting Company Name/ Booth # _____
Amusement | NBVA | Laser Tag and BCA
c/o Freeman
Las Vegas Convention Center
3150 Paradise Road
Las Vegas, NV 89109

Direct to dock shipments cannot arrive before Sunday, March 17, 2024 based on target date and time.

Direct shipments will be unloaded at the Las Vegas Convention Center and delivered to your booth. After unpacking is complete, empty crates and cartons will be stored and then returned at the end of the show for repacking. Packed material will then be returned to the loading area and reloaded for outbound shipment.

NOTICE: The responsibility for in and out traffic scheduling has been assigned to Freeman Company, and they have complete jurisdiction over all loading areas. To assure order and expeditious handling of exhibit material before and after the show, exhibitors are asked to clear all freight movements through Freeman Company and to cooperate in the following established rules and observing the schedule.

DAMAGE TO EXHIBITS

While being loaded, unloaded or moved to the various booths or common carriers by Freeman, they will be responsible as outlined in our Limits of Liabilities Statement enclosed in the [Freeman Services Guide](#). Freeman **WILL NOT** be responsible for damage to materials improperly packed, for concealed damage, for loss of theft of exhibitor's material after same have been delivered to the booth, or before materials have been picked up for loading out of booth. It is suggested, however, that shipments be fully insured by exhibitor. This may generally be accomplished by "riders" to existing policies-often at no extra cost!

EMPTY CRATE RETURN

Freeman will begin returning empty containers as soon as the aisle carpeting is removed from the exhibit floor. The entire process will take approximately 5 hours.