

GENERAL EXPOSITION INFORMATION

Location

Duke Energy Center
525 Elm Street
Cincinnati, Ohio 45202
Phone: 513-352-3750
Fax: 513-352-6226

Exhibit Hall A

Exhibit Dates and Hours

Tuesday, October 17	11:00 a.m. - 6:00 p.m.
Happy Hour Reception	5:00 p.m. - 6:00 p.m.
Wednesday, October 18	9:00 a.m. - 2:00 p.m.

On show days exhibitors may enter the hall one hour prior to the opening of the show but may not stay past closing.

Exhibitor Registration Hours

Sunday, October 15	2:00 p.m. - 9:00 p.m.
Monday, October 16	7:00 a.m. - 5:00 p.m.
Tuesday, October 17	7:00 a.m. - 6:00 p.m.
Wednesday, October 18	7:00 a.m. - 5:00 p.m.
Thursday, October 19	7:00 a.m. - 5:00 p.m.

Exhibitor Move-In/Move-Out Schedule

Move-In

Sunday, October 15	1:00 p.m. - 5:00 p.m.
Monday, October 16	8:00 a.m. - 4:30 p.m.

All aisles must be cleared by 12:00 noon on Monday to allow for placement of aisle carpet. Move-In will continue on Monday, and freight will continue to be delivered.

Move-Out

Wednesday, October 18	2:00 p.m. - 10:00 p.m.
Thursday, October 19	8:00 a.m. - 12:00 p.m.

**Your carrier must check in by 10:00 a.m. on Thursday, October 19.
The hall must be cleared by 12:00 noon on Thursday, October 19.
Empty containers will be returned starting at 2:30 p.m.
on Wednesday, October 18,
and will take approximately 1.5 hours.**

**Exhibitor badges and work passes are acceptable during the specified exhibit move-in hours and move-out hours.
ONLY exhibitor badges (not work passes) are acceptable during show hours.
Please use the work passes in this manual or
Visit the Exhibitor Registration Counter or Show Office for additional passes.**

Labor Guidelines

To budget for move-in/move-out, please note the following straight time/overtime hours:

All Labor	Move-In Hours	Move-Out Hours
Straight Time	Monday, 8:00 a.m. – 4:30 p.m.	Wednesday, 2:00 p.m. – 5:00 p.m. Thursday, 8:00 a.m. – 12:00 p.m.
Overtime	Sunday, 1:00 p.m. – 5:00 p.m.	Wednesday, 5:00 p.m. – 10:00 p.m.

Exhibitor Staff ID Badges

Exhibitors are encouraged to take advantage of pre-registration on-line at http://www.matscitech.org/registration/reg_housing.htm. Please see the Exhibitor Staff ID Badge Order Form for more information or additional ways to pre-register. If you do not pre-register by SEPTEMBER 25, 2006, you will be required to register on-site.

For security reasons, Exhibitor Staff ID Badges are for Booth Personnel ONLY. Please refer employees not working in your booth to the MS&T 2006 website to register for the Conference or Exposition only attendance. Guests can use a complimentary exposition pass for admittance to the exposition only.

Booth Rental Rate Includes:

- Draped 8' back wall and 3' side rails
- Two-line booth ID sign, 7" x 44" (company name, booth number, city/state)
- Complimentary exposition passes
- General security
- Listing in the Show Directory
- Listing on the show web-site
- List of registrants following event
- One corporate technical session badge

**Table, Chairs, Electricity and Lead Retrieval
are NOT PROVIDED with your booth package.**

Please refer to the Furnishings section to order your booth needs.

Show Colors/Carpet

Drapes Blue and White
Table Skirt Blue
Aisle Carpet Blue

The exhibit hall is NOT carpeted.

Please order carpet for your booth using the Carpet Order Form.

Geo. E. Fern Service Desk Hours of Operation

Saturday, October 14	8:00 a.m. - 5:00 p.m.
Sunday, October 15	8:00 a.m. - 6:00 p.m.
Monday, October 16	7:00 a.m. - 5:30 p.m.
Tuesday, October 17	8:00 a.m. - 6:00 p.m.
Wednesday, October 18	8:00 a.m. - 10:00 p.m.
Thursday, October 19	8:00 a.m. - 5:30 p.m.

Deliveries/Last Call Freight Pickup

Freight not picked up by Thursday, October 19 by 11:00 a.m. will be re-consigned to the house carrier.