



# Exhibitor Load-in Times

The Cobb Galleria Centre DOES NOT permit vehicles to drive into the exhibit hall.

In order to facilitate an orderly move-in, the following load-in times have been designated for **TUESDAY, May 14<sup>th</sup>, 2024:**

<b>BOOTH TYPE / LOCATION:</b>	<b>TIME:</b>
<b><u>ISLAND LOCATION</u></b> (10X20) OR (20X20)	8:00 A.M. – 9:00 A.M.
<b><u>10x20 LOCATION (SIDE-BY-SIDE)</u></b>	8:00 A.M. – 9:00 A.M.
<b><u>AISLES 100-200</u></b>	9:00 A.M. – 10:00 A.M.
<b><u>AISLES 300-400</u></b>	10:00 A.M. – 11:00 A.M.
<b><u>AISLES 500-600</u></b>	11:00 A.M. - NOON
<b><u>AISLES 700-900</u></b>	NOON – 1:00 P.M.

If for any reason your company decides not to exhibit **OR** set up at your assigned time on May 14<sup>th</sup>, AAA must be notified (events@atl-apt.org), or booth space will be allocated to other exhibitors at discretion of AAA. If exhibitor shows up to exhibit after May 14<sup>th</sup> without notifying AAA of intentions, AAA will attempt to assign available space at that time if available.

The Hall will close at **5:00 P.M. on Tuesday**. EXHIBITORS WILL NOT BE ALLOWED TO LOAD-IN ON WEDNESDAY AND WILL NOT BE PERMITTED IN THE EXHIBIT HALL ON WEDNESDAY UNTIL 10:00 a.m.

## **LOAD-OUT TIMES**

**LOAD OUT IS PROHIBITED BEFORE THURSDAY MORNING AT 8:00 A.M.**

Exhibitors will be allowed to hand carry valuable items through the exhibit hall entrance with a property removal pass on Wednesday evening. Reentry is not permitted after 5:30 P.M.

**Dismantling of booths must be done Thursday morning 5/16, between 8:00 A.M. and noon.** The exhibit hall closes at 5:30 P.M. Wednesday. Exhibitors will not be permitted to remain in the show hall after 6:00 P.M. on Wednesday night.

**THIS WILL BE STRICTLY ENFORCED.**