

QUICK FACTS



EVENT & VENUE

Association of Aquatic Professionals (AOAP) Annual 2023

February 13 - 16, 2023

The Broadmoor

Broadmoor Hall A&B

Colorado Springs, CO



IMPORTANT DATES

Friday, January 13, 2023

ADVANCE SHIPMENT RECEIVING

First day warehouse will begin receiving advance shipments without surcharges.

Tuesday, January 17, 2023

ADVANCE ORDER DISCOUNT DEADLINE

All orders must be received with payment in full by this date to receive discounted pricing.

Tuesday, January 24, 2023

ADVANCE ORDER DEADLINE - CUSTOM GRAPHICS & CUSTOM TABLE THROWS

All orders must be received with payment in full by this date to guarantee production of the order for the show. These items will not be available to order after the deadline date.

Tuesday, February 7, 2023

ADVANCE SHIPMENT DEADLINE

Last day for advance shipments to arrive at warehouse without surcharges.



SCHEDULE

Monday, February 13, 2023

8:00am - 4:00pm

EXHIBITOR MOVE-IN

Tuesday, February 14, 2023

8:00am - 4:00pm

Tuesday, February 14, 2023

5:00pm - 8:00pm

SHOW HOURS

Wednesday, February 15, 2023

12:30pm - 3:00pm

Wednesday, February 15, 2023

3:00pm - 7:00pm

EXHIBITOR MOVE-OUT

Wednesday, February 15, 2023

7:00pm

OUTBOUND SHIPPING AGREEMENT DEADLINE

All exhibitors must submit an outbound Material Handling Agreement to the Exhibitor Service Desk.

Wednesday, February 15, 2023

6:00pm

CARRIER CHECK-IN DEADLINE

Wednesday, February 15, 2023

7:00pm

RE-ROUTE DEADLINE

Shipments not picked up by the exhibitor's carrier and/or remaining on the exhibit floor will be re-routed at this time.



BOOTH EQUIPMENT

EACH 10'X10' BOOTH PACKAGE WILL INCLUDE THE FOLLOWING ITEMS.

8'H Navy Blue Backwall Drape
3'H Navy Blue Siderail Drape
1 - 6' Navy Blue Skirted Table
2 - Side Chairs
1 - Wastebasket
Standard Booth Identification Sign

CARPET

The Exhibit Hall is carpeted.



MATERIAL HANDLING

It is recommended to ship all exhibit materials to the advanced warehouse. Shipping to the warehouse will ensure that materials are in the booth space for exhibitor set up. The warehouse deadline date has been extended for receiving to **Tuesday, February 7, 2023**. The standard warehouse material handling charge will be honored for all shipments received by this date. Any shipments sent directly to the facility will be required to be handled by Alliance Nationwide Exposition Company. The prevailing warehouse material handling rate plus a 20% minimum surcharge will be added to all direct shipments.

ADVANCE SHIPMENTS

Exhibiting Company Name/Booth #
Association of Aquatic Professionals (AOAP) Annual 2023
c/o Alliance Exposition / ABF / ArcBest Freight
880 Ford St
Colorado Springs, CO 80915

OUTBOUND PICK UP ADDRESS

Exhibiting Company Name/Booth #
Association of Aquatic Professionals (AOAP) Annual 2023
c/o Alliance Exposition
The Broadmoor
1 Lake Ave
Colorado Springs, CO 80906

Outbound shipments not consigned to ABF / ArcBest Freight, the Official Show Carrier, require a pick-up to be scheduled in advance by the exhibiting company with its designated carrier of choice.

For outbound carrier pick up, please schedule your carrier to pick up from the above Outbound Pick Up address between the hours of **3:00pm and 7:00pm** on **Wednesday, February 15, 2023** only. Carrier check-in deadline is **6:00pm** on **Wednesday, February 15, 2023**.

All exhibit materials must be removed from the exhibit hall by **7:00pm** on **Wednesday, February 15, 2023**.

For assistance, please contact Exhibitor Services at 888.528.2011 or ExhibitorAssistance@alliance-exposition.com.