

CHICAGO COLLECTIVE

SET UP AND DISMANTLING INFORMATION

FREIGHT MOVE-IN AND OUT

FREIGHT MOVE-IN

FREIGHT DELIVERY HOURS

Direct Deliveries to Dock:

Thursday, January 26 & Friday, January 27	8:00 am – 3:00 pm
Saturday, January 28	8:00 am – 3:00 pm - POV's Only

FREIGHT MOVE-OUT

Personally Owned Vehicles (POV's) Only:

Tuesday, January 31	3:00 pm – 7:00 pm
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* *The loading of Personally Owned Vehicles, POV's will begin upon completion of the return of empties.*

Common Carrier Pick-Up:

Thursday, February 2	8:00 am – 12:00 noon
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* *Carriers must be checked in by 12:00 noon*

You may ship your materials from the show via any carrier. You are required only to contact your carrier, pack your materials, and file a Bill of Lading with the freight desk. MMPI assumes no responsibility for shipments until they are collected from the exhibitor's booth. A representative of the exhibitor should remain with their property until this has been done.

DRAYAGE

Material handling involves receiving freight during move-in, delivering it to your booth, removing empty containers and returning them after the show, and loading materials for outbound shipping. This service is also known as drayage and is included in your booth package.

DOMESTIC SHIPPING

YRC is the preferred shipper of Chicago Collective. However, each exhibitor is free to choose their own means of shipping.

INTERNATIONAL SHIPPING

Rogers Worldwide is the official customs broker and international freight forwarder for Chicago Collective.

USA Main Office:
Tel: (847) 806-9200
Fax: (847) 806-9204
Email: import@rerogers.com
www.rerogers.com

PERMANENT SHOWROOM TENANTS

If you are a permanent tenant and are showing merchandise in the Market Suites please return the **Tenant Move Form** no later than January 6, 2012.

