



Art Craft Display, Inc.

47220 Cartier Drive, Suite B • Wixom, Michigan 48393 • (248) 380-0843 • Fax (248) 380-0848 • detroit@artcraftdisplay.com
www.artcraftdisplay.com

EVENT DETAILS

Re: **Detroit Holiday Boutique**
November 30 – December 2, 2018
Suburban Collection Showplace

Art Craft Display, Inc. has been selected by show management to serve as the Official Tradeshow Contractor for this event.

The following items are included as part of your booth fees paid to show management.

Provided by Art Craft Display:

- 8' Back Drape and 8' Side Drape
- (1) 7" x 44" Booth I.D. Sign

If you require additional items that are not listed above, an Exhibitor Kit is available on our website for download or for online ordering. If you do not have internet access, Art Craft Display can fax or mail the kit to you by calling (248) 380-0843.

► **Go to the following website:** www.artcraftdisplay.com
On the Home Page, click on: "Exhibitor Kit"
Enter Event Code: 274973

To qualify for Advance Rates, your order(s) with payment must be received by us no later than 5:00 pm EST on November 21, 2018. Some equipment or services may require more than 7 days lead time. Please see appropriate order forms for actual deadlines.

SHOW SCHEDULE

Exhibitor Move-In

Wednesday, November 28th
Thursday, November 29th

Noon – 8:00 pm
8:00 am – 8:00 pm



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EVENT DETAILS CONTINUED

Exhibit Hours

Friday, November 30th 10:00 am – 9:00 pm
Saturday, December 1st 10:00 am – 9:00 pm
Sunday, December 2nd 10:00 am – 5:00 pm

Exhibitors can arrive as early as 8:00 am on Friday, November 30th and at 9:00 am on Saturday and Sunday.

ADVANCED WAREHOUSE SHIPMENTS **** NEW ADDRESS ****

Advanced Warehouse shipments will be accepted from **October 29th** through **November 27th**. Warehouse receiving hours are from 8:00 a.m. to 4:30 p.m., Monday – Friday. If required, provide your carrier with this phone number (248) 380-0843.

Advanced Warehouse Shipping Address:

Exhibiting Company Name / Booth #
Detroit Holiday Boutique
C/o Art Craft Display, Inc.
46100 Grand River Ave., Ste B
Novi, MI 48374

ONSITE SHIPMENTS **** NEW ADDRESS ****

Onsite shipments will be accepted during move-in hours only. If any shipments are received before this date, you will be charged the Advanced Warehouse rates.

Onsite Shipping Address:

Exhibiting Company Name / Booth #
Detroit Holiday Boutique
C/o Art Craft Display, Inc.
46100 Grand River Ave., Ste B
Novi, MI 48374



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EVENT DETAILS CONTINUED

Exhibitor Move-Out

Sunday, December 2nd 5:00 pm – 10:00 pm

We will begin returning empty containers once we get the “all clear” from the facility and/or once aisle carpet is removed (if provided).

DISMANTLE AND MOVE-OUT INFORMATION

All exhibits/booths must be torn down and ready to ship on **Sunday, December 2nd by 10:00 pm.** Freight can be picked up that evening until **7:00 pm** or freight can be picked up on **Monday, December 3rd from 8:00 am – 4:30 pm.**

POST SHOW SHIPPING DOCUMENTS

All outbound Bill of Lading paperwork must be turned into the Service Desk prior to your departure from the venue. If you do not have an outbound Bill of Lading, you may complete this document at the service desk after the show. Be sure that your carrier knows the company name and booth number when making arrangements for shipping your freight at the close of the show. Anything that is left behind in your booth that is not labeled for outbound shipment will be considered abandoned and deemed as trash.

If we can be of any further assistance, please contact us. General questions can be directed to: detroit@artcraftdisplay.com.

THANK YOU FOR YOUR PATRONAGE AND WE LOOK FORWARD TO BEING OF SERVICE TO YOU.

SIGNS, GRAPHICS & DISPLAYS
DELIVERED RIGHT TO YOUR BOOTH!*

* Restrictions apply.

Contact Art Craft Signs to order signs, graphics & displays for your exhibit space.
800-878-0710 • signshop@artcraftdisplay.com

The advertisement shows a variety of display options: a large curved wall display with a nature scene and the text 'We're Agriculture', a table display with a 'Propel' sign, two small freestanding signs, and a tall vertical sign for 'Vegas Party'.