

F R E E M A N

One Washington Blvd., Suite 1056
Detroit, MI 48226
Ph: 313-393-0250 • Fax: 313-393-0620

SAE 2006 AUTOMOTIVE DYNAMICS STABILITY AND CONTROLS CONFERENCE AND EXHIBITION

FEBRUARY 14 - 16, 2006
SHERATON DETROIT NOVI
NOVI, MICHIGAN

FREEMAN QUICK FACTS

SERVICE CONTRACTOR CONTACTS:

FREEMAN

One Washington Blvd., Suite 1056
Detroit, MI 48226
(313) 393-0250 Phone
(313) 393-0620 Fax

BOOTH EQUIPMENT

Each 8' x 10' booth will be set with 8' high back drape, 3' high side dividers and a 7" x 44" one-line booth identification sign.

EXHIBIT HALL CARPET

The exhibit hall is carpeted.

DISCOUNT PRICE DEADLINE DATE

In order to receive advance order discount rates listed on the price sheet, we must receive your order and payment by **January 31, 2006**.

SHOW SCHEDULE

EXHIBITOR MOVE-IN

Monday February 13, 2006 12:30 pm - 4:30 pm

EXHIBIT HOURS

Tuesday February 14, 2006 9:00 am - 10:00 am
4:30 pm - 6:00 pm
Wednesday February 15, 2006 10:00 am - 12:00 noon
4:30 pm - 6:00 pm
Thursday February 16, 2006 10:30 am - 12:30 pm

EXHIBITOR MOVE-OUT

Thursday February 16, 2006 12:30 pm - 4:30 pm

Empty containers will be returned starting at 12:30 noon on Thursday, February 16, 2006.
All carriers must check-in no later than 3:00 pm on Thursday, February 16, 2006.
All materials must be removed from the exhibit facility by 4:30 pm on Thursday, February 16, 2006.

SHIPPING INFORMATION

Warehouse shipping address:

SAE 2006 ADSC
Exhibiting Company Name
Booth # _____
Freeman
c/o ABF Freight System
6250 Inkster Rd.
Romulus, MI 48174

ABF will accept crated, boxed or skidded materials beginning Monday, January 16, 2006 at the above address. Shipments must be sent **prepaid** - collect shipments will be refused and returned. To avoid additional after deadline charges, materials must arrive by Tuesday, February 7, 2006. Shipments will **not** be received at the warehouse after Friday, February 10, 2006. *Shipments that arrive after this date will be refused and returned to the local trucking terminal.* To trace the arrival of your shipment, or for directions to the warehouse, please call (313) 295-6403.

Show site shipping address:

SAE 2006 ADSC
Exhibiting Company Name
Booth # _____
c/o Freeman
Sheraton Detroit Novi
Grand Ballroom
21111 Haggerty Rd.
Novi, MI 48375

Shipments will only be received at show site during the move-in period on February 13, 2006. The hotel is unable to accept advance shipment. As an exhibitor, it is your responsibility to instruct your carrier of the proper dates and times for direct deliveries to the convention facility. Any shipments arriving prior to move-in will be refused and returned to the local trucking terminal.

Shipments received without receipts, freight bills, or specified unit counts on the receipts or freight bills, such as UPS or Fed-Ex, will be delivered to the exhibitor's booth without guarantee of the piece count or condition. No liability will be assumed by Freeman for such shipments. Weight tickets or bills of lading indicating weight **must** accompany freight delivery. The driver's signature on the show site receiving report will verify the total piece count and weight. Our Exhibitor Services department will gladly prepare your outbound material handling agreement and labels in advance. Complete the shipping outbound section on the order form and your paperwork will be available at show site. Be sure your carrier knows the company name and booth number when making arrangements for shipping your exhibit at the close of the show.

LABOR INFORMATION

Union Labor may be required for your exhibit installation and dismantle. Please carefully read the UNION RULES AND REGULATIONS to determine your needs.

Exhibitors supervising labor need to pick up and release their labor at the Service Desk. Refer to the order form under Display Labor for straight time and overtime hours.

ASSISTANCE

We want you to have a successful show. If we can be of assistance, please call our Exhibitor Services Department at 313-393-0250.

WE APPRECIATE YOUR BUSINESS.