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**SERVICE INFORMATION****BOOTH EQUIPMENT**

Each 10' x 10" booth will be set with 8' high black back drape, 36" high black side dividers. Each exhibitor booth will include 1 - 6' table draped black, 2 - side chairs, 1 - wastebasket, and 1 - one-line identification sign.

**EXHIBIT HALL CARPET**

The exhibit area 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 July 30, 2007.

Save money by ordering labor in advance. All display and rigging labor orders placed at show site will be charged an additional 30% above the advance rate.

**SHOW SCHEDULE****EXHIBITOR MOVE-IN**

For more information and helpful hints on preshow procedures and move-in, please go to [www.freemanco.com/preshowFAQ](http://www.freemanco.com/preshowFAQ)

Sunday August 05, 2007 2:00 PM - 6:00 PM

**EXHIBIT HOURS**

Sunday August 05, 2007 7:00 PM - 9:00 PM

Monday August 06, 2007 12:00 PM - 1:30 PM

Monday August 06, 2007 3:00 PM - 3:30 PM

Tuesday August 07, 2007 12:00 PM - 1:30 PM

Tuesday August 07, 2007 3:00 PM - 3:30 PM

Tuesday August 07, 2007 5:30 PM - 6:30 PM

**EXHIBITOR MOVE-OUT**

For more information and helpful hints on postshow procedures and move-out, please go to [www.freemanco.com/postshowFAQ](http://www.freemanco.com/postshowFAQ)

Tuesday August 07, 2007 6:30 PM - 9:30 PM

We will begin returning empty containers at the close of the show.

**DISMANTLE AND MOVE-OUT INFORMATION**

All exhibitor materials must be removed from the exhibit facility by Tuesday, August 07, 2007 at 9:30 PM.

To ensure all exhibitor materials are removed from the exhibit facility by the Exhibitor Move-Out deadline, please have all carriers check-in by Tuesday, August 07, 2007 at 7:30 PM .

**POST SHOW PAPERWORK AND LABELS**

Our Exhibitor Services Department will gladly prepare your outbound Material Handling agreement and labels in advance. Be sure your carrier knows the company name and booth number when making arrangements for shipping your exhibit at the close of the show.

Please note: All items not ordered through the Official Show Vendors may be subject to Material Handling Charges and are the responsibility of the Exhibitor.

**SERVICE CONTRACTOR CONTACTS / INFORMATION:**

**FREEMAN**

901 E South St  
 Anaheim, CA 92805  
 (714) 254-3400 fax (714) 490-0801  
 FreemanAnaheimES@freemanco.com

**FREEMAN EXHIBIT TRANSPORTATION**

(800) 995-3579 fax (817) 385-0983

**FREEMAN ONLINE®**

Our Internet online ordering service, Freeman OnLine® is available for your convenience to order all Freeman Services, view show schedule, or print order forms. Once your show is available online you will receive an email which includes a direct link to Freeman OnLine®.

To place online orders you will be required to enter your unique Login ID and Password. If this is your first time to use Freeman OnLine®, click on the "Login" link in the top right corner to create a new account. To access Freeman OnLine® without using the email link, visit [www.myfreemanonline.com](http://www.myfreemanonline.com) and click the "Login" link in the top right corner. If you need assistance with Freeman OnLine® please call our Customer Support Center at 1-888-508-5054.

**SHIPPING INFORMATION**

Warehouse Shipping Address:

Exhibiting Company Name / Booth # \_\_\_\_\_  
**ASIA PACIFIC AUTOMOTIVE ENGINEERING CONF 2007**  
 C/O FREEMAN  
 900 E SANTA ANA ST  
 ANAHEIM, CA 92805

Freeman will accept crated, boxed or skidded materials beginning Thursday, July 05, 2007, at the above address. Material arriving after July 30, 2007 will be received at the warehouse with an additional after deadline charge.

Show Site Shipping Address:

Exhibiting Company Name / Booth # \_\_\_\_\_  
**ASIA PACIFIC AUTOMOTIVE ENGINEERING CONF 2007**  
 C/O FREEMAN  
 RENAISSANCE HOLLYWOOD HOTEL  
 1755 NORTH HIGHLAND AVE.  
 HOLLYWOOD, CA 90028

Freeman will receive shipments at the exhibit facility beginning Sunday, August 05, 2007. Shipments arriving before this date may be refused by the facility. Any charges incurred for early freight accepted by the facility will be the responsibility of the exhibitor.

**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 Freeman labor will 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.

**ADDITIONAL SHOW INFORMATION**

For your convenience, the rates listed on the Material Handling Order Form include the inbound and outbound overtime charges.

**ASSISTANCE**

We want you to have a successful show. If we can be of assistance, please call our Exhibitor Services Department at (714) 254-3400.

**WE APPRECIATE YOUR BUSINESS!**