Thank you for participating in the Dot Foods Innovations 2022! Here's some important information to help make your dismantling and move out easy. If you have questions while at the show, please feel free to ask our staff – they're here to help!

#### **EXHIBITOR MOVE-OUT SCHEDULE**

Friday, April 29, 2022 3:00pm - 8:00pm

All booths must be packed by 8:00pm on Friday, April 29<sup>th</sup>. All freight carriers must also be checked in by 6:00pm on Friday, April 29<sup>th</sup>.

#### **OUTBOUND SHIPPING**

Carriers must be checked in by 6:00pm on Friday, April 29th.

Shipments not claimed by this time will be removed from the America's Center and shipped via the official show carrier, HES.

If your shipment must go out via Fed Ex or UPS, due to the prearranged pick up/delivery times and agreements these carriers have directly with the venue, it is recommended that you do not fill out a bill of lading with Heritage and make arrangements directly with the facility/business center located on site.

### **FREIGHT CARRIERS**

If you have contracted a freight company (such as HES Logistics, etc.) you must do the following:

- After packing, completely close, seal, and label your freight.
- Complete any forms required by your carrier. If using a freight carrier other than HES Logistics, you must contact your carrier to schedule pick up. Heritage must move your boxes to the loading dock where your carrier can pick them up. No freight carriers are allowed on the show floor except for Heritage.
- Pick up a Bill of Lading form from the Heritage Service Desk. Fully complete the form and return to Heritage. Please do not leave your Bill of Lading in your booth.
- 4. Leave your freight in your booth. NOTE: for the safety & security of your product, we recommend that you or a staff member wait with your freight until it is picked up by Heritage. Heritage cannot guarantee the safety of items left unattended.
- Heritage will pick up your freight and bring it to your carrier.

# **Empty Container Return**

At the break of the show, Heritage will roll up all aisle carpet and clear the aisles. This will take approximately 30 minutes. Your empty containers will be returned to you starting at 3:30pm, Friday, April 29th, and may take up to an hour to reach your booth.

# **Outbound Exhibit Transportation**

HES Logistics is the recommended freight carrier for this event. HES Logistics offers competitive pricing, personalized service, and complimentary shrink wrap and banding for outbound shipments. Please visit the transportation representative at the Heritage Service Desk for pricing information, or contact Nick Braun at 314.914.7029 or via email at nick.braun@heritagesvs.com

# **Show Site Pick Up Address**

America's Center (Cole St. Docks) Company Name/Booth Number 800 Cole Street St. Louis, MO 63101

### **Shipments Left On Show Floor**

Heritage will not be liable for shipments left on the show floor at the close of the show without a **HERITAGE** outbound bill of lading on file at the **HERITAGE** service desk.

# **QUESTIONS?**

Please visit the Heritage Service Desk or call 314.534.8500

