

exhibitor.services@heritagesvs.com
1-800-360-4323
Fax: 314-534-8050

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2022 ICC ANNUAL CONFERENCE & EXPO**SEPTEMBER 11-14TH, 2022****KENTUCKY INTERNATIONAL CONVENTION CENTER****LOUISVILLE, KENTUCKY****Booth Equipment**

Each 10'x10' booth will be set with 8' high black back drape, 3' high black side dividers, and a 7" x 44" one-line identification sign.

Exhibit Hall Carpet

The exhibit area is not carpeted. To enhance the appearance of your booth, rental carpet is available through Heritage. Please refer to the enclosed carpet brochure and furniture/carpet order form.

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 Wednesday, August 24th, 2022.

Shipments to Advance Warehouse Deadline Date

Heritage will begin receiving freight at the advance warehouse on Friday, August 12th, 2022. To avoid late fees, all shipments to the advanced warehouse must arrive no later than Friday, September 2nd, 2022. Shipments will be received Monday through Friday between the hours of 10:00 a.m. and 4:00 p.m.

Show Schedule**Exhibitor Move-In**

Saturday	September 10 th	8:00 AM	-	5:00 PM
Sunday	September 11 th	9:00 AM	-	12:00 PM

Exhibit Hours

Sunday	September 11 th	3:00 PM	-	7:00 PM	
		6:00 PM	-	7:00 PM	Welcome Reception
Monday	September 12 th	2:00 PM	-	7:00 PM	
		5:00 PM	-	7:00 PM	Reception

Exhibitor Move-Out

Monday	September 12 th	7:00 PM	-	10:00 PM
Tuesday	September 13 th	8:00 AM	-	12:00 PM

Dismantle and Move-Out Information

- All carriers must check-in no later than 10:00 AM, on Tuesday, September 13th. All exhibit materials must be removed from the exhibit hall floor by 12:00 PM, on Tuesday, September 13th. Heritage will begin redirecting all outbound freight not claimed by appointed freight carriers to the preferred show carrier at 10:00 AM.
- Please refer to the Outbound Shipments Form included in this packet for detailed information regarding outbound shipping procedures.

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KENTUCKY INTERNATIONAL CONVENTION CENTER

LOUISVILLE, KENTUCKY

Post Show Paperwork and Labels

Our customer service department will provide a Heritage Bill of Lading and Labels for you to complete. Complete your paperwork ahead of time. Be sure your carrier knows the company name and booth number when making arrangements for shipping your exhibit at the close of the show.

HES Freight Logistics

If you need an on show site, cost effective and reliable carrier to transport your freight to and from the show, please email shipping@heritagesvs.com for a quote (guaranteed lowest material handling rate, priority empty return handling, complimentary shrinkwrap, etc).

Ordering Online

Go To: heritagesvs.com/ordering

Warehouse Shipping Information:

Exhibitor Company Name and Booth Number

HERITAGE

C/O TForce Freight

9828 E. Bluegrass Pkwy.

Louisville, KY 40299

FOR: 2022 ICC Annual Conference & Expo

Heritage will accept exhibit materials beginning Friday, August 12th, 2022 at the warehouse address. Material arriving after Friday, September 2nd, 2022 will be received at the warehouse with an additional after deadline charge.

Show Site Shipping Address:

Exhibitor Company Name and Booth Number

C/O HERITAGE

Kentucky International Convention Center

221 S. 4th St (2nd St. Loading Dock 2D)

Louisville, KY 40202

FOR: 2022 ICC Annual Conference & Expo

Crated, boxed, or skidded materials will be accepted at show site beginning at 8:00 AM, Saturday, September 10th, 2022 at the show site address. Shipments arriving before this date may be refused by the facility and may be subjected to additional venue handling fees.

Service Center Hours

The Heritage Exhibitor Service Center will be staffed during exhibitor move-in and exhibitor move-out.

We Appreciate Your Business!