

EVENT & VENUE

Retail Packaging Association Conference & Showcase

February 16 - 18, 2022
 Embassy Suites by Hilton Orlando Lake Buena Vista South
 Palms Ballroom
 Kissimmee, FL

IMPORTANT DATES

Monday, January 17, 2022	ADVANCE SHIPMENT RECEIVING First day warehouse will begin receiving advance shipments without surcharges.
Wednesday, January 19, 2022	ADVANCE ORDER DISCOUNT DEADLINE All orders must be received with payment in full by this date to receive discounted pricing.
Monday, January 26, 2022	ADVANCE ORDER DEADLINE - RENTAL EXHIBITS & CUSTOM TABLE THROWS All orders must be received with payment in full by this date to guarantee production of the order for the show. These items will not be available to order after the deadline date.
Thursday, February 10, 2022	ADVANCE SHIPMENT DEADLINE Last day for advance shipments to arrive at warehouse without surcharges.

SCHEDULE

Wednesday, February 16, 2022	8:00am - 4:00pm	EXHIBITOR MOVE-IN
Thursday, February 17, 2022	9:00am - 12:00pm 1:30pm - 4:00pm	SHOW HOURS
Friday, February 18, 2022	9:00am - 11:30am	
Friday, February 18, 2022	11:30am - 3:00pm	EXHIBITOR MOVE-OUT
Friday, February 18, 2022	3:00pm	OUTBOUND SHIPPING AGREEMENT DEADLINE All exhibitors must submit an outbound Material Handling Agreement to the Exhibitor Service Desk.
Friday, February 18, 2022	2:00pm	CARRIER CHECK-IN DEADLINE
Friday, February 18, 2022	3:00pm	RE-ROUTE DEADLINE Shipments not picked up by the exhibitor's carrier and/or remaining on the exhibit floor will be re-routed at this time.



BOOTH EQUIPMENT

EACH 10'X10'/10'X12' BOOTH PACKAGE WILL INCLUDE THE FOLLOWING ITEMS.

8'H Black Backwall Drape
3'H Black Siderail Drape
1 - 6' Black Skirted Table
2 - Side Chairs
1 - Wastebasket
Standard Booth Identification Sign

CARPET

The Exhibit Hall is carpeted.



MATERIAL HANDLING

It is recommended to ship all exhibit materials to the advanced warehouse. Shipping to the warehouse will ensure that materials are in the booth space for exhibitor set up. The warehouse deadline date has been extended for receiving to **Thursday, February 10, 2022**. The standard warehouse material handling charge will be honored for all shipments received by this date. Any shipments sent directly to the facility will be required to be handled by Alliance Nationwide Exposition Company. The prevailing warehouse material handling rate plus a 20% minimum surcharge will be added to all direct shipments.

ADVANCE SHIPMENTS

Exhibiting Company Name/Booth #
Retail Packaging Association Conference & Showcase
c/o Alliance Exposition / ABF / ArcBest Freight
3732 Bryn Mawr
Orlando, FL 32808

OUTBOUND PICK UP ADDRESS

Exhibiting Company Name/Booth #
Retail Packaging Association Conference & Showcase
c/o Alliance Exposition
Embassy Suites by Hilton Orlando Lake Buena Vista Resort South
Palms Ballroom
4955 Kyngs Heath Rd
Kissimmee, FL 34746

Outbound shipments not consigned to ABF / ArcBest Freight, the Official Show Carrier, require a pick-up to be scheduled in advance by the exhibiting company with its designated carrier of choice.

For outbound carrier pick up, please schedule your carrier to pick up from the above Outbound Pick Up address between the hours of **11:30am and 3:00pm** on **Friday, February 18, 2022** only. Carrier check-in deadline is **2:00pm** on **Friday, February 18, 2022**.

All exhibit materials must be removed from the exhibit hall by **3:00pm** on **Friday, February 18, 2022**.

For assistance, please contact Exhibitor Services at 888.528.2011 or ExhibitorAssistance@alliance-exposition.com.

Alliance Exposition

R U S H

DO NOT DELAY

**Must Arrive Between
Mon, January 17 2022 - Thu, February 10 2022**

To: _____
(Exhibitor Name)

**c/o Alliance Exposition / ABF / ArcBest Freight
3732 Bryn Mawr
Orlando, FL 32808**

ADVANCE WAREHOUSE

RPA Conference & Showcase

BOOTH NUMBER: _____ No. _____ of _____ Pcs.

Carrier: _____

Alliance Exposition

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3732 Bryn Mawr
Orlando, FL 32808**

ADVANCE WAREHOUSE

RPA Conference & Showcase

BOOTH NUMBER: _____ No. _____ of _____ Pcs.

Carrier: _____