

5931 Campus Circle Drive West, Irving, Texas 75063  
 Phone: 972.580.9000  
 Email: ExhibitorService@theexpogroup.com  
**Order Services online at theexpogroup.com**

Cattle Raisers Convention and Expo 2021  
 July 23-24, 2021  
 Fort Worth Convention Center  
 Fort Worth, TX

**Discount Deadline:  
 June 21, 2021**

### Exhibit Hall Colors

Back drape color: Blue / Champagne / Blue  
 Side drape color: Blue  
 Aisle carpet color: Safari

**Note:**

- Each Exhibitor will receive (1) wastebasket with Thursday night emptying.
- Carpeting is not required; however, should you want to enhance the appearance of your booth, please see the Carpet and Flooring forms in this manual.
- Outlets may be purchased directly through the electrical supplier.

### Exhibit Hall Hours

**Exhibitor Move-In**

Wednesday	July 21, 2021	By Appointment Only
Thursday	July 22, 2021	7:00 am - 6:00 pm
Friday	July 23, 2021	7:00 am - 9:00 am <b>(Restricted to hand-carried items only.)</b>

**All exhibits must be fully installed, empty containers removed and moved to storage by 9:00 am on Friday, July 23, 2021.** Additional charges may apply for empty removal after this time.

**Show Hours**

Friday	July 23, 2021	10:00 am - 6:00 pm
Saturday	July 24, 2021	9:00 am - 6:00 pm

**Exhibitor Move-Out**

Saturday	July 24, 2021	6:00 pm - 9:00 pm
Sunday	July 25, 2021	7:00 am - 12:00 pm

### Dismantle

The Expo Group will begin returning empty containers **once aisle carpet has been removed from the floor.**

All Booths must be dismantled by Sunday, July 25, 2021 by 12:00 pm.

All carriers other than the official show carriers must check in at the freight desk by 9:00 am on Sunday, July 25, 2021, otherwise exhibitor shipments will be subject to rerouting.

### Important Dates

**Expedite Fees**

*Portable Solutions, Perspective Rental Exhibits and Accessories, and Graphics*

50% Expedite Fee if ordered after June 30, 2021.

100% Expedite Fee if ordered after July 7, 2021.

**Cancellation Dates**

*Portable Solutions, Perspective Rental Exhibits and Accessories, and Graphics*

A 50% penalty is charged for cancellations after June 21, 2021, and prior to July 7, 2021.

*All Remaining Services*

Received on or after July 14, 2021, are subject to a charge of 50% or 100% of the order total depending on the service.

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### Shipping Information

#### **Advance Receiving at the Warehouse**

Address: c/o The Expo Group  
YRC Freight  
12340 E. Northwest Hwy.  
Dallas, TX 75228

- Advance Shipments will be accepted between Monday, June 21, 2021, through Friday, July 16, 2021.
- **Materials received from July 7, 2021 to July 16, 2021 will be subject to an additional surcharge.**
- Warehouse hours are Monday through Friday, 9:00 am to 3:00 pm.

#### **Direct Shipments to Fort Worth Convention Center - Halls A-E**

Address: Fort Worth Convention Center - Halls A-E  
c/o The Expo Group  
1201 Houston St.  
Fort Worth, TX 76102

Direct shipments must arrive at show-site beginning at 7:00 am on Wednesday, July 21, 2021 through Saturday, July 24, 2021. Shipping labels are included in this Exhibitor Service Manual.

#### **Please Note:**

All items and materials that are brought into the facility may be subject to Material Handling charges and are the responsibility of the Exhibitor. This also applies to items not ordered through the Official Show Vendors.

#### **Show Carriers**

Common Carrier: YRC Freight