

EXHIBITOR INFORMATION PACKET

PGA Buying Summit • July 30 - 31, 2024 • Omni Frisco Hotel

Fast Facts

OFFICIAL GENERAL CONTRACTOR
Inclusive Management Services (IMS)

IMS CSR Contact:
Jenna Stone
jstone@imsshows.com

General Exhibit Information

Facility Floor - Multi - Colored Pattern
Show Colors - 8ft White Back Drape, 3ft White Side Rails

Booth Size 10 x 10 Includes:

Backwall Drapes, Siderail Drapes, and ID Sign
One (1) - 6ft x 30in White Skirted Table
Two (2) - Padded Side Chairs
One (1) - Garment Rack
One (1) - Wastebasket

IMPORTANT DATES

July 1, 2024	Shipments may begin to arrive at warehouse.
July 5, 2024	All Non-Official/Intent to Use Non Official Contractor Forms due along with insurance certificate, naming IMS as the additional insured. Please contact your CSR for this event.
July 10, 2024	Discount Deadline for orders received with payment.
July 26, 2024	Last day for Advance Shipments to arrive at the warehouse without surcharges.
July 29, 2024	Shipments may begin arriving at Show Site at 9:00 AM - 4:30 PM.

SHOW SCHEDULE

ONE2ONE MOVE-IN

Sunday	July 28, 2024	3:00 PM - 6:00 PM
Monday	July 29, 2024	7:30 AM - 9:30 AM

ONE2ONE SHOW HOURS

Monday	July 29, 2024	9:30 AM - 3:30 PM
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ONE2ONE MOVE OUT

Monday	July 29, 2024	4:00 PM - 6:00 PM
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To Booth Location in Ballrooms/Meeting Rooms

EXHIBIT MOVE-IN

Monday	July 29, 2024	8:00 AM - 5:00 PM
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EXHIBIT HOURS

Tuesday	July 30, 2024	8:00 AM - 5:00 PM
Wednesday	July 31, 2024	8:00 AM - 2:00 PM

EXHIBIT MOVE OUT

Wednesday	July 31, 2024	2:00 PM - 6:00 PM
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PLEASE NOTE:

All booth materials must be packed and ready for shipment by 6:00 PM on Wednesday, July 31, 2024.

Exhibitor is responsible for contacting their carrier.

All carriers must check in by 6:00 PM on Wednesday, July 31, 2024.

IMS reserves the right to force and/or re-route any freight not removed from the show floor by 6:00 PM on Wednesday, July 31, 2024.

