



2019 EXHIBITOR QUICK REFERENCE SHEET

Kansas City Convention Center
301 West 13th Street, Kansas City, MO 64105
August 23-26, 2019

GENERAL INFORMATION

EXHIBITOR MOVE-IN

Friday, August 23, 2019 8:00 AM – 5:00 PM
 Saturday, August 24, 2019 8:00 AM – 10:00 AM

EXHIBIT HALL HOURS

Saturday, August 24, 2019 11:50 PM– 5:30 PM
 Sunday, August 25, 2019 9:50 AM– 4:30 PM
 Monday, August 26, 2019 9:50 AM– 2:00 PM

EXHIBITOR MOVE-OUT

Monday, August 26, 2019 2:00 PM – 8:00 PM
Carriers must be checked in at event site for move-out by:
 Tuesday, August 27, 2019 8:00 AM

Show Colors

Booth Drape: Black
 Aisle carpet: Tuxedo

Booth Equipment

Each 10 x 10 booth will be equipped with an 8' backdrape, 3' side drape and a 7"x44" identification sign. Corner booths have one side drape.

Booth Carpet

Show Management requires that all booths be fully carpeted.

IMPORTANT DEADLINES Some deadlines are not included, please review the kit for additional deadlines.

Deadline	Service/Description	Contractor/Vendor
July 15, 2019	Company Profile	Click here to submit.
August 16, 2019	Exhibitor Badges *At Fetch Central, we will require a unique email address for each registrant. We recommend that each exhibitor brings a copy of their registration confirmation, which contains a unique barcode.	Click here to login.
July 30, 2019	Hotel Reservation	Click here to make housing reservation.
August 1, 2019	Freeman -Carpet Rental (Carpeting required in booth) -Furniture Rental -Labor	Click here to access Service Kit.
Earliest Convenience	Internet Services	Click here to order internet services.
August 8, 2019	Electrical Services	Click here to order electrical services.
August 16, 2019	Lead Retrieval	Click here to reserve lead retrieval.

* Earliest Convenience- Prices may increase closer to show dates and have increased onsite costs.

SHIPPING INFORMATION

ADVANCE WAREHOUSE

Label each piece of shipment(s) as follows:

Exhibiting Company Name / Booth # _____

Fetch DVM360

C/O Freeman

UPS FREIGHT, 3800 KANSAS AVE

KANSAS CITY, KS 66106

DIRECT TO SHOW SITE

Label each piece of shipment(s) as follows:

Exhibiting Company Name / Booth # _____

FETCH DVM360

C/O FREEMAN

KANSAS CITY CONV & ENTERTAINMENT FACILITIES

301 W 13TH ST

KANSAS CITY, MO 64105

Fetch Kansas City (Booth #)

Shipments must arrive between:

July 22 - August 14, 2019

Fetch Kansas City (Booth #)

Shipments cannot arrive before:

Thursday, August 22, 2019

