

# GENERAL INFORMATION



## SHOW DATES AND HOURS

Monday, March 11, 2024  
Tuesday, March 12, 2024  
Wednesday, March 13, 2024  
Thursday, March 14, 2024

Hall A: 9:00 AM - 5:00 PM Hall B/C: 10:00 AM - 5:00 PM  
Hall A: 9:00 AM - 5:00 PM Hall B/C: 10:00 AM - 5:00 PM  
Hall A: 9:00 AM - 5:00 PM Hall B/C: 10:00 AM - 5:00 PM  
All Halls: 9:00 AM - 1:00 PM

## INSTALLATION DATE

Installation of displays begins at 8:00 AM Wednesday, March 6, 2024 and continues until 5:00 PM Sunday, March 10, 2024. All displays must be completely installed by 5:00 PM Sunday, March 10, 2024. Complete show inspection will be conducted at 5:00 PM Sunday, March 10, 2024. No labor will be available on Sunday, March 10, 2024 unless pre-scheduled by the exhibitor.

Please consult the Exhibitor Manual to determine your target move in date. Shipments arriving before or after this date will be assessed a surcharge of 25%. Please avoid this by making sure that your shipment arrives on the correct date. Advance shipments to the warehouse will automatically be delivered on the correct date. If you have a problem with your target move in date you can submit a target change request to GES using the form in the manual. Please note that some changes may not be able to be accommodated and all changes must be approved by the GES operations team. Exhibits in the Last In/First Out (LIFO) area must adhere to the assigned schedule. The LIFO booths were marked as such at the time of booth selection and changes to targets in those locations cannot be accommodated.

## DISMANTLING DATE

No exhibitor may begin to dismantle their display before 1:00 PM Thursday, March 14, 2024. All displays must be packed and ready for shipment by 12:00 PM Saturday, March 16, 2024.

## SERVICE CONTRACTOR DESKS

Contractors for furniture, labor, electrical service, etc., will maintain desks at the Georgia World Congress Center in the \*B/C and A/B connectors during the installation, show, and dismantling periods for the convenience of the exhibitors.

The handling, placing or setting out of materials that is to be displayed does not require union labor and may be done by the exhibitor. Exhibitors using outside contractors (EAC - Exhibitor Appointed Contractor) must register such contractors with GES Global Experience Specialists.

## SHOW MANAGEMENT OFFICE

The office of MHI, which is the Show Management, will be located in room B213 of the Georgia World Congress Center Hall B Level 2. It will open Wednesday, March 6, 2024. The MODEX 2024 Press Room will be located in room B214 and will open on Sunday, March 10, 2024.

## RATE CHANGES

All rates shown on the service manual for various services, hotels, labor, etc., are the prevailing rates as of September 2023. They are subject to change without notice. Show Management will attempt to keep exhibitors advised of all changes.

## RULES & REGULATIONS

The Rules & Regulations for exhibition in MODEX 2024 are located in this manual, **read these carefully before planning your exhibit. If you have any questions regarding the rules, contact MHI Show Operations Team at [showoperations@mhi.org](mailto:showoperations@mhi.org).**

## DEADLINE SCHEDULE

Please consult the deadline schedule to ensure that you meet all necessary deadlines. Consult the online navigation for the location of specific forms and utilize the deadline worksheet to keep track of your progress.

## FIRST AID

First aid stations will be maintained in the building near the show entrances and on level 4 of B building. They will be well marked with signage and indicated on the floorplan.

## FOOD AND BEVERAGE SERVICE

There are restaurants and concession stands in the Exhibit Halls. There is no need to leave the building.

## SECURITY ROOM

A show security room for exhibitor use will be available. A Security Guard will be present at the opening and closing of each show day.

**CHILDREN UNDER 16 NOT ADMITTED.  
IDENTIFICATION REQUIRED.**