



**21st  
Century**  
EXPO GROUP

# QUICK FACTS

**Booth Equipment Discount Deadline:**  
March 20, 2020

## CBOF 2020

April 8-9, 2020  
Navy Pier  
600 E. Grand Avenue  
Hall B  
Chicago, IL 60611

## Booth Package

Each 10'x10' Booth Includes:  
(1) 6'x30" h skirted table  
(2) Side chairs  
(1) Wastebasket  
(1) ID sign

## Show Colors

Drape: White  
Exhibit Hall Carpet: Blue Jay

## Move-in Schedule

Wednesday, April 8	9:00am - 4:00pm
Thursday, April 9	7:30am - 10:00am

## Show Schedule

Thursday, April 18	10:45am - 4:00pm
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## Move-out Schedule

Thursday, April 18	4:00pm – 10:00pm
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*This shows ends at a time outside of normal carrier pick up hours. Carriers may start to check in at 3:00pm. Any shipments not picked up by 8:00pm are subject to rerouting, exhibitor will be responsible for shipment and additional material handling fees. **FedEx and UPS require you to schedule your outbound shipment prior to your departure. These carriers will not pick up if you have not made prior arrangements. 21stCEG does not provide these carrier labels. If FedEx or UPS have not picked your shipment Thursday April 9 by 8pm, your shipment will be rerouted via show carrier, ABF Freight, at the exhibitor's expense. There will be an ABF Freight representative for your outbound shipments. You may also contact ABF directly at 800-610-5544.***

## Advance Warehouse Shipments

Shipments can arrive beginning on: March 2, 2020

### **Advance shipping ends:**

All shipments arriving via carriers are subject to material handling fees. Advance warehouse closes for receiving shipments on March 27: **Any advance warehouse packages/shipments arriving to the warehouse after March 27 will incur off target fees.**

### **Advance Warehouse Address:**

Source One Events  
c/o 21<sup>st</sup> Century Expo Group, Inc.  
CBOF 2020  
Exhibiting Company and Booth Number  
160 Eisenhower Lane, N  
Lombard, IL 60148

## Direct to Show Site Shipments

Onsite shipments will be received starting on: Wednesday, April 8 at 9:00am

### **Shipments may NOT arrive prior to Wednesday, April 8.**

All shipments arriving via carriers are subject to material handling fees. Navy Pier will refuse any shipments/packages arriving before Wednesday, April 8.

### **Direct to Show site Address:**

Navy Pier  
c/o 21<sup>st</sup> Century Expo Group, Inc.  
CBOF 2020  
Exhibiting Company and Booth Number  
600 E Grand Avenue  
Hall B  
Chicago, IL 60611

\* Please contact 21<sup>st</sup> CEG Customer Service for any questions regarding booth products and services at 301-386-9771 ext. 102 or customerservice@21stceg.com.