

General Information

LOCATION & DATES

The Diplomat Beach Resort
Great Halls 4, 5, 6 & Grand Ballroom East
3555 S. Ocean Drive
Hollywood, FL 33019

Thursday, June 23 to Friday, June 24, 2022

EXHIBITOR MOVE-IN

Wednesday, June 22 8:00 AM to 4:30 PM

SHOW HOURS

Thursday, June 23 1:45 PM to 5:00 PM
Friday, June 24 11:45 AM to 3:30 PM

EXHIBITOR MOVE-OUT

Friday, June 24 3:30 PM to 7:30 PM

Any exhibiting company that breaks down prior to the 3:30 PM Expo closing time, will be fined \$1,000 by NABA.

NOTE: After 4:30 PM, overtime rates will be in effect.

Outside carriers must be checked in by **Friday, June 24** at **6:30 PM**. Please see the Move-Out Information sheet in this Manual for more details.

STANDARD BOOTH EQUIPMENT

Each 10' x 10' booth includes the following standard equipment:

Exhibitor Booth Package – Included with each 10' x 10' exhibit space	Interview Booth Package – Included with each 8' x 8' exhibit space
8' High Draped Backwall – Colors: Purple, Gold, Grey 3' High Draped Siderails – Color: Purple 1 – 6' Draped Table – Color: Grey 2 – Side Chairs 1 – Wastebasket 1 – 7" x 44" ID with Company Name & Booth Number	8' High Draped Backwall – Color: Black 8' High Draped Siderails – Color: Black 1 – 6' Draped Table – Color: Black 2 – Side Chairs 1 – Wastebasket 1 – 7" x 44" ID with Company Name & Booth Number NOTE: The interview booths will have 8' high draping on all four sides.

The exhibit hall is carpeted in a **multi-colored print**.

General Information (cont.)

HARGROVE ADVANCE ORDER DEADLINE

Wednesday, June 1, 2022

Hargrove's advance prices apply to orders received with payment by the deadline date.

NEED HELP? WE'RE HERE FOR YOU!



HARGROVE EXHIBITOR SERVICES // 301.306.4627 or exhibitorservices@hargroveinc.com



HARGROVE SHIPPING // [Request a Quote](#) // 301.306.4620 or shipping@hargroveinc.com

ADVANCE SHIPPING

Advance shipping begins **Thursday, May 19** at **8:00 AM** and ends **Thursday, June 16** at **3:30 PM**.

Advance shipping address:

(Your Company Name & Booth Number)
NABA 2022 National Convention & Expo
c/o Hargrove
TForce Freight c/o ZIX
8439 NW 72nd Street
Medley, FL 33166

Advance Warehouse Receiving Hours: Monday – Friday, 8:00 AM to 3:30 PM

NOTE: Monday, May 30 is a holiday and the advance warehouse will be closed.

DIRECT SHIPPING

Shipping to the advance warehouse is strongly recommended. Due to dock space limitations, straight trucks are preferred for direct shipments as they are easier to maneuver.

Exhibitors are advised to NOT ship exhibit materials directly to the hotel's receiving department, Hargrove assumes no liability for timely receipt and/or delivery of such freight to and from exhibitors' booths. Any shipping through the hotel is solely the responsibility of the exhibiting company

[Hargrove Shipping](#) is strongly recommended.

Direct shipping will begin on **Wednesday, June 22** at **8:00 AM**.

Direct shipping address:

(Your Company Name & Booth Number)
NABA 2022 National Convention & Expo
c/o Hargrove
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