LEVEL 1 TARGET NOTES:

Your targeted move-in date is the date and time your freight MUST arrive at the Jacob K. Javits Convention Center. Your target time is for check-in only and does not necessarily represent the time you will be unloaded. Please allow up to 4 hours for unloading. Exhibitor personnel DO NOT need to be present on the target move-in date.

Exhibitors occupying 400 sq.ft. or less have the option to moved to your booth on straight time on your target move-in date. ALL LEVEL 3 BOOTHS MUST BE COMPLETELY SET UP BY: Saturday, January 11, 5:00 p.m.

For questions regarding your freight move-in date or time contact: Christian Demayo at christian.demayo@freemanco.com

Freight shipped in advance to the warehouse will be moved to your booth on straight time on your target move-in date.

ALL LEVEL 3 BOOTHS MUST BE COMPLETELY SET UP BY: Saturday, January 11, 5:00 p.m.

Exhibitor setup is from 8:00 a.m. - 5:00 p.m. daily. Exhibitors wishing to work past the posted work hours must receive approval from Show Management.

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Exhibitors occupying 400 sq.ft. or less have the option to move-in either at the target date/time, or any time 8:00 a.m. - 5:00 p.m. Friday, January 10th and/or Saturday, January 11th.

PLEASE NOTE: All freight received on Saturday, January 11th will be at prevailing overtime rates. Please refer to Freeman’s material handling form for rates.

For questions regarding your freight move-in date or time contact: Christian Demayo at christian.demayo@freemanco.com

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TARGETED MOVE OUT PLAN
NATIONAL RETAIL FEDERATION
01/12/20 - 01/14/20
JACOB K. JAVITS CONVENTION CENTER - EXHIBIT LEVEL 1- HALLS 1A-1C - NEW YORK, NEW YORK

LEGEND

WEDNESDAY, JANUARY 15TH, 6AM-9AM
WEDNESDAY, JANUARY 15TH, 9AM-12PM

*The above times are recommended driver check-in windows
** Booths 200 NSF and below have a check-in deadline of 10am
*** Booths 201 NSF and above have a check-in deadline of 12pm
**** If you wish to move-out Tuesday evening please coordinate with the
freight supervisors on site. Drivers will not be signed-in
prior to the above windows

To avoid confusion regarding the pick-up of freight during the move-out of the event and
to ensure freight is accessible via forklift when your truck check-in, please adhere to
the attached target move-out plan.
**TARGETED MOVE OUT PLAN**
**NATIONAL RETAIL FEDERATION**

01/12/20 - 01/14/20

JACOB K. JAVITS CONVENTION CENTER - EXHIBIT LEVEL 3 HALLS A - E - NEW YORK, NEW YORK

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**LEGEND**

<table>
<thead>
<tr>
<th>Time Slot</th>
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</thead>
<tbody>
<tr>
<td>WEDNESDAY, JANUARY 15TH, 6AM-12PM</td>
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<tr>
<td>WEDNESDAY, JANUARY 15TH, 6AM-3PM</td>
</tr>
<tr>
<td>THURSDAY, JANUARY 16TH, 6AM-12PM</td>
</tr>
</tbody>
</table>

*The above times are recommended driver check-in windows*

** Booths 200 NSF and below have a check-in deadline of 12pm Wednesday

*** Booths 201 NSF and above have a check-in deadline of 12pm Thursday

**** If you wish to move-out Tuesday evening please coordinate with the freight supervisors on site. Drivers will not be signed-in prior to the above windows.

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To avoid confusion regarding the pick-up of freight during the move-out of the event and to ensure freight is accessible via forklift when your truck check-in, please adhere to the attached target move-out plan.
TARGET CHANGE REQUEST

DEADLINE: DECEMBER 12, 2019

• Exhibitors requesting a revised targeted move-in date and time must complete and return this form to Freeman by DECEMBER 12, 2019.

• All Target Change requests must be authorized by Freeman.

• Freeman will make every attempt to schedule you on the day that you have requested; however, due to the number of requests, we reserve the right to refuse your request.

• You will be notified by email via this form of your revised move-in date and time.

• There will be NO CHARGE for requesting a target change.

Exhibiting Company

Primary Contact

Telephone

Fax

Email

Exhibiting Company Booth Number

Booth Name

Booth Size

Booth #

Email

Estimated Weight of Materials

Estimated Time Required to Set Display

Please indicate day requested for new target move-in:

Level 3 Exhibitors

Level 1 Exhibitors

Tuesday, January 7, 2020

8:00 a.m

6:00 a.m

1:00 p.m

Wednesday, January 8, 2020

8:00 a.m

1:00 p.m

Thursday, January 9, 2020

8:00 a.m

FREIGHT CARRIER

No. of Crates

No. of Skids

Email Completed Form by DECEMBER 12, 2019

Freeman

Attn: Christian DeMayo

909 Newark Turnpike

Kearny, NJ 07032

christian.demayo@freemanco.com

For Office Use Only

Approved

Denied

New Target Date

New Target Time

Signed

Date

 christian.demayo@freemanco.com