

FAST FACTS

EXHIBIT DATES AND HOURS

Tuesday, July 25	9:30am to 5:00pm
Wednesday, July 26	9:30am to 5:00pm
New hours on Thursday!	
Thursday, July 27	8:30am to 2:00pm

Exhibits must be staffed at all times during exhibit hours. As a courtesy to registrants and your fellow exhibitors, the Association requires strict adherence to the opening and closing hours.

INSTALLATION OF EXHIBITS

Installation should be planned in accordance with the freight delivery schedule in the *Exhibitor Service Manual* that will be published in March 2005.

Thursday, July 20	8:00 am-4:30 pm
Friday, July 21	8:00 am-4:30 pm
Saturday, July 22	8:00 am-4:30 pm
Sunday, July 23	8:00 am-4:30 pm
Monday, July 24	8:00 am-4:30 pm

Important Note:
All crates must be labeled as "empty" and removed from the exhibit area by 3:00 pm on Monday, July 24.

DISMANTLING OF EXHIBITS

Thursday, July 27	2:00pm to 8:00pm
Friday, July 28	8:00am to 4:30pm
Saturday, July 29	8:00am to 10:30am

No packing or dismantling of exhibits will be permitted until 2pm, Thursday, July 27. Early departure will result in priority point penalties and/or being banned from future Expos. When planning your dismantling and subsequent departure at the end of the show, please allow approximately 8 hours for return of all empty shipping materials from storage. We strongly recommend that you advise your staff to make appropriate departure plans, i.e., plan to depart Friday instead of Thursday to allow for the delivery of shipping materials to your booth.

The sheer volume of empties for a show this size makes faster delivery quite a challenge. It just takes that long to return all crates and boxes to all the booths. All exhibits must be ready for removal from the exhibit area by 10:30am on Saturday, July 29.

EXPO FACILITY

The Clinical Lab Expo and most association educational activities will be held at the McCormick Place Convention Center. The Center address is:

McCormick Place North
2301 S. Lake Shore Drive
Chicago, Illinois 60616
Exhibit Halls B1 and B2

SHUTTLE SERVICE

Free shuttle service is available from hotels in the official housing block.

IMPORTANT DATES AND DEADLINES

July 2005	Preliminary Exhibit Prospectus distributed
November 1	Full Exhibit Prospectus mailed
January 6, 2006	Deadline for submitting Poster abstracts*
February 1	Full refund of booth deposit if cancelled in writing on or before this date
February 2-March 31	Booth cancellation during this period forfeits booth deposit
February 7	Assignment of Preferred Island space begins
February 14	Assignment of non-island space begins
Week of March 27	Confirmation of booth assignment begins
Week of March 27	<i>Exhibitor Service Manuals</i> shipped
April 1	Cancellation deadline—100% cancellation fee owed if booth is cancelled on or after this date

* *Guidelines and application forms are available on the AACC website at www.aacc.org. Questions regarding these sessions should be directed to the AACC Meetings Dept. at 202/835-8739 or emailed to gmutnik@aacc.org.*

