

General Information

LOCATION & DATES

Tampa Convention Center
East & West Halls
333 South Franklin Street
Tampa, FL 33602

Sunday, February 13 to Tuesday, February 15, 2022

EXHIBITOR MOVE-IN

Saturday, February 12	8:00 AM to 4:00 PM
Sunday, February 13	8:00 AM to 11:00 AM

NOTE: All day Saturday and Sunday, overtime rates will be in effect.

SHOW HOURS

Sunday, February 13	12:00 Noon to 5:30 PM
Monday, February 14	11:30 AM to 5:00 PM
Tuesday, February 15	10:30 AM to 1:00 PM

EXHIBITOR MOVE-OUT

Tuesday, February 15	1:00 PM to 8:00 PM
Wednesday, February 16	8:00 AM to 10:00 AM

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

Outside carriers must be checked in by **Tuesday, February 15** at **7:00 PM**, or by **Wednesday, February 16** at **9:00 AM** for all remaining outbound shipments. 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:

8' High Draped Backwall – Color: **Black**
3' High Draped Siderails – Color: **Black**
1 – 7" x 44" Identification Sign with Company Name & Booth Number

The aisles will be carpeted. Aisle Carpet Color: **Tuxedo (Black & Grey speckled)**

NOTE: Per Show Management, exhibitors must carpet their booth space(s) at their own expense; carpeting may be ordered from Hargrove. If you are providing your own approved floor covering, please inform Hargrove.

General Information (cont.)

HARGROVE ADVANCE ORDER DEADLINE

Monday, January 24, 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 **Monday, January 10** at **8:00 AM** and ends **Tuesday, February 8** at **4:00 PM**.

Advance shipping address:

(Your Company Name & Booth Number)
2022 ATSSA Traffic Expo
c/o Hargrove
TForce Freight c/o Myers Freight Inc.
4912 W. Knox Street
Suite 200
Tampa, FL 33634

DIRECT SHIPPING

Direct shipping will begin on **Saturday, February 12** at **8:00 AM**.

Direct shipping address:

(Your Company Name & Booth Number)
2022 ATSSA Traffic Expo
c/o Hargrove
Tampa Convention Center
East & West Halls
333 South Franklin Street
Tampa, FL 33602

NOTES:

- A Marshaling Yard will be in effect for this event. All drivers, including POVs, must check in at the Marshaling Yard prior to going to the Convention Center for both inbound and outbound (at show's close) shipments. Drivers going directly to the Convention Center will be turned away. See Marshaling Yard Information for details.
- Advance shipments moved to show site and direct shipments received at show site, will be handled on overtime and an additional surcharge will apply.