

# MOVE-IN & MOVE-OUT SCHEDULE

## MOVE-IN

### **Large Exhibitor, Vehicle/Trailer, and Those Needing a Forklift Move-In:**

**Wednesday, March 26 from 10:30 a.m. – 5:00 p.m.**

- This will be limited to exhibitors with 400 square feet or more, landscapers, vehicles, and those needing the forklift only. Show officials will schedule exhibitor forklift times and some move-in times depending on your location.

**Please contact the LABA office if you will need forklift assistance.  
(608) 781-5242 [eo@labaonline.com](mailto:eo@labaonline.com)**

### **All Exhibitor Move-In:**

**Thursday, March 27 from 8:00 a.m. – 5:00 p.m.**

Friday, March 28 from 8:00 a.m. – 1:00 p.m.

ALL booths must be set up by 1:00 p.m. for any last-minute cleaning to be done by the Omni Center (Show opens at 3:00 p.m. for VIP customers and 4:00 p.m. to the public).

## MOVE-OUT

**Sunday, March 30, 2025, after 3:00 p.m.**

DO NOT TEAR DOWN BEFORE 3:00 p.m. OR YOU MAY LOSE YOUR OPPORTUNITY TO RETURN IN THE FUTURE AND WILL BE ASSESSED A \$50.00 FINE.

Large exhibitors with 400 square feet or more may move out Monday, March 31 from 8:00-11:00 a.m. with special permission. Contact the LABA office for permission.

### **Questions or concerns?**

Please contact the LABA office at (608) 781-5242 or [eo@labaonline.com](mailto:eo@labaonline.com).