



<p><b>EARLY/LATE SET-UP REQUEST FORM</b></p>	<p><b>WESTERN ROOFING EXPO 2010</b>          WSRCA's 36th Annual Convention &amp; Tradeshow          June 20-23, 2010          Paris-Las Vegas Hotel &amp; Casino          Las Vegas, Nevada</p>
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Exhibitors needing to install or dismantle before or after the regular move-in and move-out hours must receive authorization from Show Management. Please complete and return this form to Show Management by **April 1, 2010** to the address or fax listed below.

\*Any Exhibitor who begins dismantling their booth or moving materials out of the exhibit hall before 7:00pm on Tuesday, June 22, 2010 will be assessed a \$500 fine and will lose priority points.

**Regular Move-In and Move-Out Schedule:**

<b>Move-In:</b>	Saturday, June 19th	1:00pm - 5:00pm (By Appt. ONLY)
	Sunday, June 20th	8:00am - 5:00pm
	Monday, June 21st	8:00am - 11:00am
 <b>Move-Out:</b>	 Tuesday, June 22nd	 7:00pm - 10:00pm
	Wednesday, June 23rd	8:00am - 12:00pm

Company \_\_\_\_\_ Booth # \_\_\_\_\_

Contact Name/Title \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

_____	_____	_____	_____
Date	From (hour)	To (hour)	No. of People

_____	_____	_____	_____
Date	From (hour)	To (hour)	No. of People

Reason that an exception is requested: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Please Return to: Freeman Company • Attn: Dustin Park • 6555 West Sunset Road  
 Las Vegas, NV 89118 • Phone: (702) 579-1400 • Fax: (702) 579-0476 • Email: [dustin.park@freemanco.com](mailto:dustin.park@freemanco.com)**