



SHIPPING INFORMATION

EARLY SHIPMENTS

The Gaylord Texan Resort & Convention Center will not accept delivery of exhibit material prior the specified move-in dates. Please plan your shipments to coincide with the established schedule.

SHIPPING INSTRUCTIONS

All shipments must be pre-paid. All shipments must be made on a straight Bill of Lading with a copy mailed to the address below. Refer to the Freeman Company Services section for rates.

HDAW
c/o Freeman Company
5130 Cash Road
Dallas TX 75247

ADVANCE SHIPMENTS

Make and consign all ADVANCE shipments to:

Exhibiting Supplier Name Booth Number
HDAW
c/o Freeman Company
5130 Cash Road
Dallas, TX 75247

Advance shipments must arrive at the warehouse by Monday, January 13, 2025.

Shipments will be received at the warehouse, unloaded and stored for up to thirty days. The shipment will then be moved to the Gaylord Texan Resort & Convention Center and delivered to your booth. After unpacking has been completed, the empty crates or cartons will be stored and then returned at the end of the Conference for re-packing. The packed crates will be moved to the loading area and reloaded for outbound shipment. Refer to enclosed forms for rates.

DIRECT SHIPMENTS

Exhibiting suppliers who wish to ship their exhibit materials directly to the Gaylord Texan Resort & Convention Center may do so, via their own vehicle, van line or common carrier, but must note that direct to dock freight can be received on **Sunday, January 20 and Monday, January 21 between the hours of 8:00 am and 5:00 pm.**

All vehicles must check into the Marshaling Yard at the following address:

Gaylord Texan Resort & Convention Center
1501 Gaylord Trail
Grapevine, TX 76051

Mark and consign all DIRECT shipments to:

Exhibiting Supplier Name Booth Number
HDAW '25
c/o Freeman
Gaylord Texan Resort & Convention Center
1501 Gaylord Trail
Grapevine, TX 76051

Direct to dock shipments January 20-21 ONLY.

Direct shipments will be unloaded at the Gaylord Texan Resort & Convention Center and delivered to your booth. After unpacking is complete, the empty crates and cartons will be stored and then returned at the end of the Conference for repacking. Packed material will then be returned to the loading area and reloaded for outbound shipment.

NOTICE: The responsibility for in and out traffic scheduling has been assigned to Freeman Company, and they have complete jurisdiction over all loading areas. To assure order and expeditious handling of exhibit material before and after the Conference, exhibiting suppliers are asked to clear all freight movements through Freeman Company and to cooperate in the following established rules and observing the schedule.

DAMAGE TO EXHIBITS

While being loaded, unloaded, or moved to the various booths or common carriers by Freeman Company, they will be responsible as outlined in our Limits of Liabilities Statement enclosed. Freeman Company **WILL NOT** be responsible for damage to materials improperly packed, for concealed damage, for loss of theft of exhibiting supplier's material after same have been delivered to the booth, or before materials have been picked up for loading out of booth. It is suggested, however, that shipments be fully insured by the exhibiting supplier. This may generally be accomplished by riders to existing policies- often at no extra cost!

EMPTY CRATE RETURN

After the close of the Conference at 1:00 pm, Wednesday, January 22, the aisle carpet will be removed, and empties will be returned to the booths beginning at 2:30 pm. **PLEASE ALLOW 4 TO 6 HOURS FOR THE RETURN OF EMPTIES.**

There is a strict rule that **no crates or empties will be moved into the exhibit area before 2:30 pm on Wednesday, January 22.**