

**Show Name: Coffee Fest Chicago 2022**

Show Dates: June 24-25, 2022

Show Venue: Navy Pier

Deadline to Receive Discount Pricing: Thursday, June 9, 2022

**TEXAS XPO**  
TEXAS EXPOSITION SERVICES**QUICK FACTS****EVENT SCHEDULE:**

	Day	Date	Time
Exhibitor Move-In	Thursday	June 23, 2022	8:00 AM - 5:00 PM
	Friday	June 24, 2022	8:00 AM - 10:00 AM
Show Hours	Friday	June 24, 2022	10:00 AM - 5:00 PM
	Saturday	June 25, 2022	10:00 AM - 4:00 PM
Exhibitor Move-Out	Saturday	June 25, 2022	4:00 PM - 10:00 PM
	Sunday	June 26, 2022	8:00 AM - 12:00 PM

**BOOTH PACKAGE OPTIONS:****ZONE 1 & ZONE 2**

Each booth in this area is equipped with:

- 8' - BLACK backwall drape
  - 3' - BLACK sidewall drape
  - 1 - 6' x 30" BLACK draped table
  - 1 - Chair
  - 1 - Wastebasket
  - 1 - 7" x 44" one-line identification sign
- This area is carpeted in BLACK

**5' x 10' Booths**

Each booth in the area is equipped with:

- 8' - BLACK backwall drape
  - 3' - BLACK sidewall drape
  - 1 - Wastebasket
  - 1 - 7" x 44" one-lined identification sign
- This area is carpeted in BLACK

**Exhibit Hall Carpet**Aisles will be carpeted in **TUXEDO**Booth area will be carpeted **BLACK**

Exhibitors may order booth carpet/padding for specific color choices. Please see the **Carpet Rental Order Form** for pricing and options.

**SHIPPING:**

Materials should be shipped to ARRIVE at our warehouse **no later than: Thursday, June 16, 2022**. Any shipments received more than 30-days prior to the move-in or after the deadline will incur additional charges. Please refer to the Material Handling Order Form for more details.

**ADVANCE WAREHOUSE:**

Coffee Fest Chicago 2022  
Exhibiting Company Name / Booth Number  
c/o AEX Services / Texas XPO  
5845 W 31st St  
Cicero, IL 60804

**Warehouse Hours (Monday - Friday):** 9:00 AM - 3:00 PM**DIRECT TO FACILITY:**

Navy Pier  
Coffee Fest Chicago 2022  
Exhibiting Company Name / Booth Number  
c/o AEX Services / Texas XPO  
600 E Grand Ave,  
Chicago, IL 60611

Shipments will be received at the exhibit facility **ONLY** on: **Thursday, June 23, 2022 between 8:00 AM - 5:00 PM & Friday, June 24, 2022 between 8:00 AM - 10:00 AM**. Any shipments received outside these listed times will incur additional charges.

**Move-Out Note:** All carriers must check in no later than **10:00 AM on Sunday, June 26, 2022** or freight will be shipped via the house carrier.

**Customer Service**

Phone: (609) 272-1600 / Fax: (609) 272-1680  
Email: Orders@AEXServices.com

**Show Management**

Clarion Events, Inc./Coffee Fest Chicago 2022  
Kate Gloss  
Email: Kate.Gloss@clarionevents.com  
www.coffeefest.com

**22-IL0602-T**