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F R E E M A N

Move-Out Notice – Las Vegas Convention Center

1. **Show Break:** CES 2026 will close on Friday, January 9 at 4 PM. No dismantling of exhibits may take place prior to show close. Exhibitor-appointed contractors (EACs) will be allowed on the floor beginning at 5 PM. Examples of prohibited activity include:
 - Dismantling or packing of display, product or samples
 - Contractor labor in the booth
 - Leaving the booth unmanned
 - Boxes or shipping containers visible in the booth

Please ensure that everyone associated with your booth, including sales representatives, understands this policy.

2. **Security:** Please take precautions to guard your merchandise and property from theft. Booths are most vulnerable during move-out. Do not leave items unlabeled in your booth at any time after the show closes as they may be presumed abandoned and mistaken for trash.
3. **Exhibitor Service Center Hours:**

Friday, Jan. 9	9 AM-10 PM
Saturday, Jan. 11	7:30 AM-6 PM
Sunday, Jan. 12	7:30 AM-6 PM
Monday, Jan. 13	7:30 AM-4 PM

Exhibitor Service Center Locations:

West Hall 4 Lobby
North Hall, Front of North 4
Central Hall Tunnel below Central Hall 3 Concourse
South Hall 2 on the north wall

4. **Labor Orders:** Place your Freeman labor orders by 10 AM on Thursday, Jan. 8 at the Freeman Service Desk. As soon as the exhibit floor is clear of attendees:
 - Freeman will begin to roll up the aisle carpet at 4:30 PM
 - Exhibitor-appointed contractors (EACs) will be allowed on the floor starting at 5 PM
5. **Container/Crate Return:** Once the aisle carpet has been removed, Freeman will begin to return empty containers. All cardboard and fiber cases will be returned by 11 PM on Friday, Jan. 9. All wooden crates will be returned by 8 AM on Saturday, Jan. 10. While some exhibitors may receive their crates immediately, others may not receive theirs for quite

some time. We recommend you secure all small items and valuables. You may either wait for your crates or return to your booth later, be sure to keep your badge for re-entry.

6. **Freight:** CES operates on a targeted freight move-out system. Please refer to the target freight plans in the [LVCC exhibitor manual](#) your move-out date and time, ask your CES Floor Manager or a Freeman Concierge. By your target move-out time:
 - Your booth must be packed and all pieces labeled
 - Your Material Handling Agreement (MHA) must be turned into the Freeman Service Desk
 - Your carrier must be checked in at the marshalling yard.

All freight must be completely off the floor by 5 PM on Monday, Jan.12 and all carriers checked in by Noon. Any exhibits not packed by Noon will be dismantled and packed by Freeman at the exhibitor's expense. Any freight left on the show floor after 12 noon on Monday, Jan. 12 will be shipped by an official show carrier at the exhibitor's expense.

7. **Outbound Freight:** All outbound freight must be accompanied by a Material Handling Agreement (MHA) unless you have small pieces which you intend to carry. All pieces must be labeled with the company name, booth number and destination address. We encourage you to submit your MHA using the Move-Out button in the Freeman Concierge Elite app. MHAs and shipping labels may also be obtained from a Freeman Service Desk. Once you have your exhibit completely dismantled, packed and labeled, submit your completed MHA via the app or return your completed paper MHA to the Freeman Service Center. Do not leave the MHA in your booth!

If you prefer a particular carrier, you must specify them on your MHA and contact that carrier to schedule pickup prior to 12 noon on your target date. If you are not sure how to do so, please contact your Freeman concierge or visit the Freeman Service Desk.

8. **Marshalling Yard:** The Freeman Marshalling Yard is located at 6555 W Serene Ave Las Vegas, NV 89139 and is open 6 AM-3 PM daily. Your carrier must check in prior to 12 noon in order to ensure your freight is picked up that day.
9. **Hanging Signs:** All Truss must be at working height (6' or below) by 12 PM on Monday, Jan. 12. Please place your orders accordingly.
10. **Discarded Booths:** Any wooden crates, exhibit structure and/or large containers left on the show floor at show close are the responsibility of the exhibitor. If you intend to discard your booth at show site rather than making outbound shipping arrangements, you will be charged a disposal fee as well as labor fees to dismantle and remove it.

To arrange for these services, please visit the Freeman Service Desk or contact your Freeman Concierge.

11. **Booth Donation Program:** Freeman is once again partnering with local charities to turn exhibitor materials into much-needed donations that support these valuable charities.

If you anticipate having materials such as electronics, furniture, or booth materials in good condition, please fill out this form or contact Julia Spangler at jspangler@hcsustainability.com More information on how to reduce your footprint can be found in the Exhibitor Manual.

12. **Small Vehicles (POVs):** Cartload service for small vehicles and POVs will be available Friday, Jan. 9 from 5-9 PM. Instructions and guidelines for cartload service are available at the Freeman Service Desk or you may ask your Freeman concierge.
13. **Lead Retrieval:** Please be sure to return your lead retrieval devices to Maritz in the Exhibitor Service Centers at the close of the show.

Thank you for exhibiting at CES 2026. We value your participation and strive to make your move-out experience smooth and seamless. If there is anything we can do to further assist you, please contact your CES floor manager, Freeman concierge or visit the Freeman Service Desk.