

Booth details

Booth equipment

Each 10' x 10' booth will be set with 8' high black, gray, and white back drape and 3' high black side drape. Booths 300 sqft or less will receive an identification sign. Booths larger than 300 sqft may receive an identification sign upon request.

Exhibit hall carpet

The exhibit area is not carpeted. The aisles will be carpeted in black and tuxedo. Show Management requires all exhibitors provide flooring for their booth. Installation time must be completed by 3:00 PM on Tuesday, February 4, 2025, otherwise carpet will be forced. Should these requirements not be met, Show Management reserves the right to have flooring installed and billed to the exhibiting company at the prevailing rate. Refer to the show rules and regulations for additional details.

Show schedule

Discount price deadline

To take advantage of advance order discount rates, place orders on FreemanOnline by January 06, 2025.

Exhibitor move-in

Sunday, February 02, 2025	8:00 AM - 5:00 PM
Monday, February 03, 2025	8:00 AM - 5:00 PM
Tuesday, February 04, 2025	8:00 AM - 5:00 PM

Exhibit hall hours

Wednesday, February 05, 2025	9:00 AM - 10:00 AM	Distributor Preview
Wednesday, February 05, 2025	10:00 AM - 5:00 PM	
Thursday, February 06, 2025	9:00 AM - 3:00 PM	

Exhibitor move-out

Thursday, February 06, 2025	3:00 PM - 9:00 PM
Friday, February 07, 2025	8:00 AM - 5:00 PM

Freeman will begin returning empty containers as soon as the aisle carpeting is removed or plastic covering has been laid in the aisles of the exhibit hall.

Shipping and material handling

Warehouse shipping address:

Exhibiting Company Name / Booth Number
GCSAA Conference & Trade Show 2025
C/O Freeman
3456 E Miraloma Ave
Anaheim, CA 92806
USA

Warehouse shipping information

- The Freeman Warehouse will be closed on Monday, January 20, 2025, in observance of Martin Luther King

- Ship early to avoid delays and save money.
- Freeman will accept crated, boxed or skidded material beginning January 02, 2025 at the above address.
- Material arriving after January 24, 2025 will be received at the warehouse with an additional after deadline charge.
- Please note that the Freeman Warehouse does not accept uncrated freight (loose, pad-wrapped material and/or unskidded machinery), COD shipments, hazardous materials, freight requiring refrigerated or frozen storage, a single piece of freight weighing more than 5,000 pounds or a single piece of freight beyond the dimensions of 108"H x 93"W.
- Warehouse materials are accepted at the warehouse Monday through Friday between the hours of 8:00 AM - 4:00 PM.
- Certified weight tickets must accompany all shipments.
- If required, provide your carrier with this phone number: (888) 508-5054.
- Freight shipped to the Freeman Warehouse will be charged at the prevailing material handling rate to the exhibitor.

Show site shipping address:

Exhibiting Company Name / Booth Number
 GCSAA Conference & Trade Show 2025
 San Diego Convention Center
 C/O Freeman
 111 W Harbor Dr
 San Diego, CA 92101
 USA

Show site shipping information

- Please note that there is complimentary show site material handling available for this event. Reference the [Material Handling Information](#) page to review more detailed information regarding this service.
- Freeman will receive shipments at the exhibit facility beginning February 02, 2025.
- Shipments arriving before this date may be refused by the facility.
- Any charges incurred for early freight accepted by the facility will be the responsibility of the exhibitor.
- Certified weight tickets must accompany all shipments.
- Ensure your driver has the following information to expedite unloading and delivery to your booth: Show Name, Exhibitor Name, Booth #.
- If required, provide your carrier with this phone number: (888) 508-5054.

For important Marshalling Yard information, [click here](#) and review the marshalling yard section of the "Where & when do I ship my materials?"

Service contractor contact information

Freeman

We want you to have a successful show. If we can be of assistance, please contact [Exhibitor Support](#). If you need to book or quote shipping services, please contact [Freeman Transportation®](#).

Exhibitor frequently asked questions

For more information and helpful hints on products and services, ordering and invoicing, shipping your freight, and other top questions, please visit [FreemanOnline's FAQ page](#).

Exhibitor service hours

Our Exhibitor Services team will be available from 8:00 AM - 5:00 PM from the first day of Exhibitor Move-in to the last day of Exhibitor Move-out. Hours may be extended the day before show open and the day of show close to assist with additional exhibitor needs.

Pre-show checklist

Labor information

- Carefully read the Union Rules and Regulations to determine your labor needs.
 subject to change.

Show paperwork and labels

- Complete the [Outbound Shipping](#) paperwork online and Freeman will gladly prepare your outbound Material Handling Agreement and labels in advance.
- Ensure your carrier knows the company name and booth number when making arrangements for shipping your exhibit at the close of the show.

During show checklist

On-site information

- Please arrive with enough time to set up your booth.
- Exhibitors supervising Freeman labor will need to pick up and release their labor at the Labor Desk.

Move-out checklist

Dismantle and move-out information

- All exhibitor materials must be removed from the exhibit facility by February 07, 2025 - 5:00 PM.
- To ensure all exhibitor materials are removed from the exhibit facility by the Exhibitor Move-Out deadline, please have all carriers check-in by February 07, 2025 - 1:00 PM. In the event your selected carrier fails to show on final move-out day, Freeman reserves the right to re-route your freight onto another carrier.

Excessive trash and booth abandonment

- Note that any excessive trash which consists of display materials, carpet, padding, crates and/or pallets will be disposed of and charged both a handling fee and disposal fee during exhibitor move-out.
- Clear out booth. Any excessive materials left in the booth at the end of the event will be considered trash.