

SHIPPING INFORMATION

Warehouse shipping address:

Offshore Technology Conference
Exhibiting Company Name
Booth # _____
c/o Freeman
2000 Cavalcade
Houston, TX 77009

Freeman will accept crated, boxed or skidded materials at the warehouse address **beginning Friday, 30 March 2007** at the above address.

To avoid additional after deadline charges, materials **must arrive by Wednesday, 18 April 2007**.

Show site shipping address:

Offshore Technology Conference
Exhibiting Company Name
Booth # _____
c/o Freeman
Reliant Center
One Reliant Park
Houston, TX 77054

Freeman will accept shipments at the showsite address **beginning Wednesday, 25 April 2007 at 8:00AM or in accordance with the assigned target date.**

Freeman will begin returning empty containers as soon as the aisle carpeting is removed from the exhibit floor. The entire process will take approximately 7 hours.

All exhibitor materials must be removed from the exhibit facility by:

Saturday 5 May 2007 6:00PM.

All carriers must check in **no later than:**

Saturday 5 May 2007 12:30PM.

Our Exhibitor Services Department will gladly prepare your outbound Material Handling Agreement and labels in advance. Complete the Material Handling and Shipping Labels Order Form and your paperwork will be available at show site. Be sure your carrier knows the company name and booth number when making arrangements for shipping your exhibit at the close of the show.

ASSISTANCE

We want you to have a successful show. If we can be of assistance, please call our Exhibitor Services Department at 713-433-2400.

WE APPRECIATE YOUR BUSINESS.