



**FB INTERNATIONAL, INC**  
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**Industry City**

June 11-12, 2024



## **CLEAN FLOOR POLICY**

In an effort to ensure a successful show opening for BCB 2024, we are enforcing a **Clean Floor Policy**. If you are working with an exhibit house, please discuss with them how this policy will affect their work schedule.

This will allow FB International sufficient time to complete the laying of aisle carpet and the overall cleaning of the exhibit hall as well as provide exhibitors the space to complete their booth set up by keeping the aisle clear.

Tuesday, June 11 between 8:00 am and 9:00 am is intended for exhibitors to fine-tune their exhibits. Exhibitors and display houses may continue working on product displays and focus on exhibit lighting until show opening. Freight deliveries will be limited to product and small packages only.

### **Clean Floor Policy:**

**If your target date is Saturday, June 8, 2024** your crates and skids must be tagged with empty labels for removal from the exhibit hall no later than **5:00PM on Sunday, June 9.**

**All crates and skids must be tagged with empty labels for removal from the hall on Monday, June 10, 2024 by 2 pm.**

**All Exhibits must be fully installed by 5:00 pm on Monday, June 10, 2024.**

**There will be NO exception to this policy.** Any crates without empty or access storage labels will be tagged by the floor managers or FB and will be removed from the exhibit hall whether they are full or empty. Exhibitors may request crates to be returned to their booth at the exhibitor's expense; however, depending on the location of the booth, it may or may not be possible to access crates prior to move-out.

With our targeted move-in schedule, this policy is realistic. Following the policy and working together will ensure a smooth show opening.

Thank you for your cooperation. We look forward to working with you to ensure a successful show!