

Exhibition Dates: 30 January – 1 February 2024

EXHIBITION HOURS**Moscone Center**

Tuesday, 30 January
Wednesday, 31 January
Thursday, 1 February

Exhibition Halls A-F

10:00 am - 5:00 pm
10:00 am - 5:00 pm
10:00 am - 4:00 pm

REGISTRATION HOURS

Saturday, 27 January
Sunday, 28 January
Monday, 29 January
Tuesday, 30 January
Wednesday, 31 January
Thursday, 1 February

Registration is located in North and South Upper Lobbies

7:15 am - 5:00 pm
7:30 am - 5:00 pm
7:30 am - 5:00 pm
7:30 am - 5:00 pm
7:30 am - 5:00 pm
7:30 am - 4:00 pm

EXHIBIT SET-UP HOURS – Move-in for Photonics West will be on a targeted schedule for Exhibition [Halls ABCD](#) and [Halls EF](#).

- Tabletop exhibitors review if you are in a “Last In/First Out” location with a reduced move-in of Tuesday, 7:30-9:00 am
- Crate removal deadline is Monday, 5:00 pm, to facilitate the installation of aisle carpet. All other exhibit materials must be contained within the exhibitor’s booth by Monday, 5:00 pm
- All exhibits must be set by Tuesday, 9:00 am; vacuuming completed by 9:30 am
- If an exhibitor does not meet the set-up deadline, SPIE reserves the right to remove crates/boxes, returning them on Tuesday after 5:00 pm. Exhibitor may not set up during open exhibition hours
- Forced set up may be ordered by SPIE Exhibition Management with Exhibitor assuming all related charges

Freeman strongly urges Exhibitors to ship your exhibit to our Advance Receiving Warehouse. This will ensure timely delivery and avoid excessive driver waiting surcharges at show site.

EXHIBIT TEAR-DOWN HOURS

Thursday, 1 February 4:00 pm - 10:00 pm
Friday, 2 February 8:00 am - 12:00 pm

All drivers must be checked in by 10:00 am

- Tabletop exhibitors review if you are in a “Last In/First Out” location with a reduced move-out of Thursday, 4:00–5:00 pm. Please pack up as soon as possible
- No packing up prior to the Thursday, 4:00 pm closing announcement. This policy strictly enforced. **Exhibitors dismantling/packing prior to 4:00 pm will forfeit 50% of earned priority points**
- Crates/boxes to be returned after aisle carpet removal. See Freeman Service Center for estimated return time
- Overtime rates will apply after Thursday, 5:00 pm

EXHIBITOR SERVICE DESK HOURS

- Open from Exhibition Set-up through Tear-down hours
- Vendors available for service orders
- Make out-bound shipment arrangements
- Locations in/near Exhibition Halls

Questions? Contact SPIE at exhibitions@spie.org, +1 360 676 3290; Fax +1 360 647 1445