



## PROPERTY REMOVAL PASS

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To ensure security of exhibitor's property, any person(s) wishing to remove any element or item of an exhibit from the Exhibit Hall floor will be required to present this pass to the security guard upon exiting. Removal of exhibit items will be restricted to EXHIBITORS ONLY and a pass must be presented each day that items are removed, including move-out. As mentioned, this is to protect your equipment and product during and after the show.

**Note:** Exhibits are to remain intact for the entire Exhibition and teardown may not begin until 4:00 PM, Thursday, May 1, 2008.

**Instructions:** Exhibitors may remove materials from their booth upon presentation of this completed form and materials to security personnel at show exits. The individual name and company name below must match the badge of the exhibitor presenting this form. Once validated, the security guard will retain this permit and material may be removed.

**Note:** A completed form is required each day for items you may wish to remove each evening, i.e., laptop computers, small prototypes, etc. Please feel free to photocopy this form for each day items will be removed.

Please print the following information clearly:

Name: \_\_\_\_\_

Company: \_\_\_\_\_

Booth Number(s): \_\_\_\_\_ QUANTITY: \_\_\_\_\_

DESCRIPTION OF ITEM(S): \_\_\_\_\_

\_\_\_\_\_

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### **SECURITY GUARD:**

Please print your name clearly and return this form to the Show Management office at the end of your shift.

NAME: \_\_\_\_\_

DATE: \_\_\_\_\_

TIME: \_\_\_\_\_ a.m. / p.m.

Show Management assumes no responsibility or liability for loss, damage, or theft. That responsibility is yours, as an exhibitor, and we therefore recommend you provide your own insurance coverage against all contingencies.