



## **DES MOINES HOLIDAY BOUTIQUE** **MOVE-OUT RULES**

**All exhibits MUST be fully removed from the IEC by 10:00 pm on Sunday, November 17th (NO EXCEPTIONS). Marketplace Events is not responsible for any materials or displays that are left at the building. A removal fee will be assessed for items left behind.**

### **DISMANTLING BOOTHS:**

Aisle carpet will be removed on Sunday evening immediately after show closing. Once the aisles have been cleared, vehicles may enter the building for loading of heavy items. Everything your company brought to the show must be removed or disposed of properly. If not, your company will be charged for the cleanup.

**NO EXHIBIT CAN BE REMOVED, EVEN IN PART, UNTIL IT IS ANNOUNCED OVER THE PUBLIC ADDRESS SYSTEM THAT IT IS PERMISSIBLE. LISTEN FOR THE ANNOUNCEMENT - IT WILL BE LOUD AND CLEAR.**

\*Any vendor dismantling or packing before the show closes will not be given priority for booth placement at the 2025 show