Shipping Information

Please ship your materials directly to your hotel.  
**Do not ship to the Stafford Centre**

**Return Shipping:** Exhibitors must make their outgoing shipping arrangements after the event, March 9th.  **All boxes must be taken with the exhibitors. Please bring your own packing slips and plan to ship out following the show.** Exhibitors are responsible for all bills-of-lading and contacting shipping companies.

**Set-Up and Show Hours**

**Registration and Set-up:** 8:00AM-10AM  
Exhibitor badges and information will be waiting at your booth upon arrival

**Exhibit Hours:** 10:00AM – 3:00PM (lunch from 12:00-12:30PM)

**Location:** Stafford Centre, Stafford, TX

**Teardown:** 3:00PM-5:00PM

**Parking:** Free parking in front of the Stafford Centre

Please note that Exhibitors can bring any display that will fit within the 10ft X 10ft area allocated to them

Each booth is: 10X10 with a solid 10ft high back panel and 3ft high barrier panels between booths (on wheels)

**Hotels**

**Room block:** Please reference ‘SMTA’ for the discounted rate.  
**Hampton Inn of Stafford** – 4714 Techniplex Drive, Stafford, TX 77477 (281)-565-0559

Nearby hotel options:  
**Courtyard by Marriott** – 12655 Southwest Freeway, Stafford, TX 77477 (281)-491-7700  
**Homewood Suites (Hilton)** – 4520 Techniplex Drive, Stafford, TX 77477 (281)-265-2760

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