

Exhibit Space Details

Exhibit Space Equipment

Each Kiosk will come with branded graphics, two Black Diamond barstools, and one wastebasket.

Exhibit Hall Carpet

The exhibit spaces and exhibit area are carpeted with the existing hotel carpet.

Event Schedule

Exhibitor Move-in

Sunday, October 25, 2026 12:00 PM - 04:00 PM

Exhibit Hall Hours

Monday, October 26, 2026 12:00 PM - 04:00 PM

Tuesday, October 27, 2026 07:00 AM - 04:00 PM

Exhibitor Move-out

Tuesday, October 27, 2026 04:00 PM - 08:00 PM

Freeman will begin returning empty containers as soon as the aisle carpeting is removed or plastic covering has been laid in the aisles of the exhibit hall.

Shipping and Material Handling

Warehouse Shipping Address:

Exhibiting Company Name / Booth Number
IRMI Construction Risk Conference
C/O TForce Freight / Freeman
6571 Washington Blvd
Elkridge, MD 21075
US

Warehouse Shipping Information

- Ship early to avoid delays and save money.
- Freeman will accept crated, boxed or skidded material beginning September 25, 2026 at the warehouse shipping address.
- Material arriving after October 19, 2026 will be received at the warehouse with an additional after deadline charge.
- Please note that the Freeman Warehouse does not accept uncrated freight (loose, pad-wrapped material and/or un-skidded machinery), cash on delivery (COD) shipments, hazardous materials, freight requiring refrigerated or frozen storage, a single piece of freight weighing more than 4,500 pounds or a single piece of freight beyond the dimensions of 108"H x 93"W x 144"L.
- Warehouse materials are accepted at the warehouse Monday through Friday between the hours of 08:00 AM - 03:00 PM.
- Certified weight tickets must accompany all shipments.
- If required, provide your carrier with this phone number: (855) 435-3234.

Event Site Shipping Address:

Exhibiting Company Name / Booth Number
IRMI Construction Risk Conference
Gaylord National Resort & Conv Ctr

701 Waterfront St
National Harbor, MD 20745-1135
US

Event Site Shipping Information

- Freeman will receive shipments at the exhibit facility beginning October 25, 2026.
- Shipments arriving before this date may be refused by the facility.
- Any charges incurred for early freight accepted by the facility will be the responsibility of the exhibitor.
- Certified weight tickets must accompany all shipments.
- Ensure your driver has the following information to expedite unloading and delivery to your booth: Show Name, Exhibitor Name, Booth #.
- If required, provide your carrier with this phone number: (855) 435-3234.

Service Contractor Contact Information

Freeman

We want you to have a successful event. If we can be of assistance, please contact [Exhibitor Support](#). If you need to book or quote shipping services, please contact [Freeman Transportation®](#).

Exhibitor Frequently Asked Questions

For more information and helpful hints on products and services, ordering and invoicing, shipping your freight, and other top questions, please visit our [FAQs](#).

Exhibitor Service Hours

Our Exhibitor Services team will be available from 8:00 AM - 5:00 PM from the first day of exhibitor move-in to the last day of exhibitor move-out. Hours may be extended the day before show open and the day of show close to assist with additional exhibitor needs.

Pre-event Checklist

Show paperwork and labels

- Complete the Material Handling Agreement paperwork online and Freeman will gladly prepare your outbound Material Handling Agreement and labels in advance.
- Ensure your carrier knows the company name and booth number when making arrangements for shipping your exhibit at the close of the show.

During Event Checklist

On-site information

- Please arrive with enough time to set up your booth.

Move-out Checklist

Dismantle and move-out information

- All exhibitor materials must be removed from the exhibit facility by October 27, 2026 - 08:00 PM.
- To ensure all exhibitor materials are removed from the exhibit facility by the Exhibitor Move-Out deadline, please have all carriers check-in by October 27, 2026 - 06:00 PM. In the event your selected carrier fails to show on final move-out day, Freeman reserves the right to re-route your freight onto another carrier.

Excessive trash and booth abandonment

- Note that any excessive trash which consists of display materials, carpet, padding, crates and/or pallets will be disposed of and charged both a handling fee and disposal fee during exhibitor move-out.
- Clear out booth. Any excessive materials left in the booth at the end of the event will be considered trash.