

**American Heart Association Scientific Sessions 2025**

November 8-10, 2025  
Ernest N Morial Convention Center  
New Orleans, LA

**Booth details**

**Booth equipment**

Each 10' x 10' booth will be set with 8' high black back drape and 3' high black side drape. Booths 300 sqft or less will receive an identification sign. Booths larger than 300 sqft may receive an identification sign upon request.

**Exhibit hall carpet**

The exhibit area is not carpeted. The aisles will be carpeted in tuxedo. The main aisle leading into the hub will be in red pepper. Exhibitors are required to provide flooring for their booth.

**Show schedule**

**Discount price deadline**

To take advantage of advance order discount rates, place orders on FreemanOnline by October 09, 2025.

**Exhibitor move-in**

Thursday, November 06, 2025 8:00 AM - 5:00 PM

Friday, November 07, 2025 8:00 AM - 5:00 PM

Note: Booths requiring additional move-in time, please contact Show Management at [julie.welsh@heart.org](mailto:julie.welsh@heart.org) for early move-in requests. Requests should include time and date of preferred move-in as well as how your freight will arrive at the facility - advanced warehouse or direct. Deadline to do so is Friday, September 12, 2025.

**Exhibit hall hours**

Saturday, November 08, 2025 9:00 AM - 4:30 PM

Sunday, November 09, 2025 9:00 AM - 4:30 PM

Monday, November 10, 2025 9:00 AM - 3:00 PM

**Exhibitor move-out**

Monday, November 10, 2025 3:00 PM - 7:00 PM

Tuesday, November 11, 2025 8:00 AM - 5:00 PM Veterans' Day\*

Wednesday, November 12, 2025 8:00 AM - 5:00 PM

Note: Overtime labor rates will apply after 5:00 PM on Monday, November 10, 2025 & all day (8:00 AM - 5:00 PM) on Tuesday\*, November 11, 2025.

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  
American Heart Association Scientific Sessions 2025  
C/O Freeman  
905 Sams Ave  
New Orleans, LA 70123  
USA

- Ship early to avoid delays and save money.
- Freeman will accept crated, boxed or skidded material beginning October 07, 2025 at the above address.
- Material arriving after October 30, 2025 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 unskidded machinery), COD shipments, hazardous materials, freight requiring refrigerated or frozen storage, a single piece of freight weighing more than 5,000 pounds or a single piece of freight beyond the dimensions of 108"H x 93"W.
- Warehouse materials are accepted at the warehouse Monday through Friday between the hours of 8:00 AM - 3:30 PM.
- Certified weight tickets must accompany all shipments.
- If required, provide your carrier with this phone number: (888) 508-5054.

### **Show site shipping address:**

Exhibiting Company Name / Booth Number  
 American Heart Association Scientific Sessions 2025  
 Ernest N Morial Convention Center  
 C/O Freeman  
 900 Convention Center Blvd  
 New Orleans, LA 70130  
 USA

### **Show site shipping information**

- Freeman will receive shipments at the exhibit facility beginning November 03, 2025 for approved early move-in, and on November 06, 2025 for general move-in.
- 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: (888) 508-5054.

For important Marshalling Yard information, [click here](#) and review the marshalling yard section of the "Where & when do I ship my materials?"

## **Service contractor contact information**

### **Freeman**

We want you to have a successful show. 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 [FreemanOnline's FAQ page](#).

### **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-show checklist**

### **Labor information**

- Carefully read the Union Rules and Regulations to determine your labor needs.
- Refer to your ordering site under Display Labor for Straight time and Overtime hours.

## **Show paperwork and labels**

- Complete the [Outbound Shipping](#) 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 show checklist**

### **On-site information**

- Please arrive with enough time to set up your booth.
- Exhibitors supervising Freeman labor will need to pick up and release their labor at the Labor Desk.

## **Move-out checklist**

### **Dismantle and move-out information**

- All exhibitor materials must be removed from the exhibit facility by November 12, 2025 - 5:00 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 November 12, 2025 - 2:00 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.