



SEMICON West 2016 July 12 - 14

Exhibitor Planning Timeline

November 2015

- Exhibitor Housing opens on November 2
- Exhibitor Update - November 10
- SEMI U.S. office closed November 26 and 27 for Thanksgiving Holiday

December 2015

- Exhibitor Update on December 9
- Hotel Room Block confirmation sent by CMR by December 11
- SEMI U.S. office closed December 21 through December 31 for Winter Holiday

January 2016

- SEMI U.S. office closed on January 1 for New Year's Day
- Exhibitor Update - January 12
- Exhibitor Meeting Room Reservations available (online) - January 26
- Visitor Housing opens - January 27

February 2016

- Exhibitor Update - February 9
- eBooth / Exhibitor Console available – Feb 15
- Co-Exhibitor Application available – Feb 15
- Advertising Opportunities available – Feb 15
- Exhibitor Designated Contractors application available – February 15

March 2016

- Exhibitor Update - March 8
- Best of West Awards opens – March 8
- Final booth payment due - March 11
- Exhibitor, Visitor, Program and Press Registration open – March 15
- eBooth Promotion Widget available – March 15
- Exhibitor Invites® Email Campaign opens – March 29
- Exhibitor Services Manual available (online) – March 31

April 2016

- Hotel Function Space/Hospitality Suite Request Form due – April 1
- Exhibitor Update – April 12
- 100% liquidated damage fee in effect for any exhibit space cancelled /reduced beginning April 12
- Exhibitor Invites® Email Campaign Webinar – April 14

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May 2016

- Alumni Free Visitor Registration ends – May 6
- Visitor Registration fee of \$50 begins – May 7
- Co-Exhibitor company information and payment due – May 9
- Exhibitor Update – May 17
- Best of West Awards deadline – May 20
- Exhibitor Hotel Reservation Rooming List due – May 27

June 2016

- Pocket Guide Information Input deadline – June 1
- Visitor Registration fee of \$50 ends – June 3
- Visitor Registration fee of \$100 begins – June 4
- Advanced Warehouse Shipments accepted beginning – June 6
- Exhibitor Designated/Appointed Contractor information due – June 10
- First Exhibitor Update – June 14
- Deadlines for Advance Order Discounts for Freeman and most vendors – June 14
- On-site space selection appointments for SEMICON West 2017 (July 11–13) sent week – June 20
- Hotel deposits will be non-refundable for reservations cancelled after June 24
- Final Exhibitor Update – June 28
- Advanced Warehouse Shipments deadline – June 28

July 2016

- Hotel reservations and/or changes must be made through CMR up until July 1
- Hotel reservations and/or changes must be made directly with hotel after July 1
- SEMI U.S. office closed – July
- Freeman OnLine (online Exhibitor Services Manual) closes – July 6
- Visitor Registration fee of \$100 ends – July 8
- Visitor Registration fee of \$150 begins – July 9 through onsite
- Press Kits to Press Center due by July 12

Registration Hours:

Thursday, July 7	8:00am-8:00pm
Friday, July 8	8:00am-8:00pm
Saturday, July 9	8:00am-8:00pm
Sunday, July 10	Closed*
Monday, July 11	8:00am-8:00pm
Tuesday, July 12 – Thursday, July 14	8:00am-5:30pm

Note: All badges must be picked up on-site in North Upper Lobby. Badges will not be mailed in advance.

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Move-In Hours:

Thursday, July 7	8:00am-8:00pm**
Friday, July 8	8:00am-8:00pm**
Saturday, July 9	8:00am-8:00pm**
Sunday, July 10	Closed*
Monday, July 11	8:00am-8:00pm**
Tuesday, July 12	8:00am-10:00am**

***Important Reminder!**

Moscone Center will be going 'dark' on **Sunday, July 10, 2016**. During this time, Exhibitors will not have access to the exhibit halls, and there will be no Exhibitor Services available. Moscone Center will re-open again from 8:00am-8:00pm on Monday July 11 for standard move-in hours.

Exhibit Hours:

Tuesday, July 12	10:00am – 5:00pm
Wednesday, July 13	10:00am – 5:00pm
Thursday, July 14	10:00am – 4:00pm

Move-Out Hours:

Thursday, July 14	4:00pm-8:00pm**
Friday, July 15	8:00am-8:00pm**
Saturday, July 16	8:00am-4:00pm

**To work beyond the above mentioned hours, please obtain an After Hours Pass from Security.

Questions? [Contact Us](#)