Please check the Exhibitor Handbook 2020 for your assigned move-in date. If you would like to request an early move-in, you may do so by completing this form and submitting it by the January 15, 2020, deadline. We will carefully evaluate your request in regards to its impact on the overall setup of the Show as well as your neighboring vendors.

Company: ____________________________
Contact Name: ________________________
Contact Phone Number: __________________
Contact Email Address: __________________
Spaces: ________________________________
Move-In Date per Exhibitor Handbook: __________________
Early Move-In Request: ________________________

Please specify the date you are requesting and give the reason for request. The request is due by January 15, 2020, and should be sent by mail, email or FAX to:

Coordinator, Exhibits and Events
Houston Livestock Show and Rodeo
P.O. Box 20070
Houston, TX 77225-0070
commercialexhibits@rodeohouston.com 832.667.1064 (FAX)

Requests received after the due date will not be considered. Exhibitors will be notified by February 1, 2020, whether or not the early move-in request has been approved. All decisions will be noted in your online exhibitor account checklist.

Early Move In is:  
Approved: [ ] for ___________________  
Rejected: [ ]

Coordinator, Exhibits and Events  
Date

Manager, Exhibits and Events  
Date