

FAN EXPO CANADA
IMPORTANT DEADLINES

June 22, 2024	Full Payment due
July 19, 2024	Corporate Exhibitor Booth Elevation Layout for approval
July 19, 2024	Booth 20'x20' or greater, Floor Plans, Line-of-Sight Variances & Towers submitted
July 19, 2024	Ultimate Bag Promotional Material (Corporate Sponsors)
July 19, 2024	Show Program – Ad Materials due
July 22, 2024	Metro Toronto Convention Centre Fire Safety Reply Form
July 30, 2024	Showtech Power & Lighting Early Bird Price deadline
July 30, 2024	OPS Advance Warehouse opens for Freight delivery
August 1, 2024	Exhibitor Appointed Contract Form due
August 1, 2024	OPS Show Decorator Early Bird Price deadline
August 1, 2024	In-booth Event/Activities/Promotions/Announcements
August 6, 2024	Metro Toronto Convention Centre Early Bird Price deadline (Booth Cleaning Services, High-Speed Internet, Parking Passes, Telecommunication Services)
August 15, 2024	OPS Advance Warehouse closes for Freight delivery
August 15, 2024	OPS Show Decorator – Final Deadline for all Orders (Furniture/Chairs/Carpets)
August 15, 2024	Extra Exhibitor Passes Order Form due
August 22, 2024	Show Opens 2:00 PM
August 25, 2024	Show Closes 5:00 PM
August 24, 2024	2025 Rebook Applications and Payments due for Discounted Rate by 5:00 PM
August 25, 2024	Exhibits and all Material removed by 10:00 PM

