



IMPORTANT DEADLINES

December 14, 2023	Show Decorator Kit Online
March 8, 2024	On-site Show Program Ad Material Deadline
March 12, 2024	Advance Show Decorator Warehouse Opens for Delivery
March 15, 2024	Booth 20'x20' or Larger, Floor Plans, Line-of-Sight Variances, and towers Submitted.
March 15, 2024	Move-In Schedule & Booth Assignments Notification Email
March 22, 2024	Convention Center Exhibitor Discount Rate Deadline (Plumbing and Electrical)
March 22, 2024	Internet Service Discount Rate Deadline
March 27, 2024	Exhibitor Appointed Contract Form Due
April 2, 2024	Advance Shipment Deadline to have your materials at the Show Decorator's Warehouse
April 2, 2024	Show Decorator Advance Price Deadline
April 2, 2024	Convention Center Exhibitor Approval Deadline (Food Sampling)
April 10, 2024	Full Payment Due
April 10, 2024	Early Retailer Move-In Begins (By Appointment Only) Direct Shipment Allowed to Facility - Handled by Show Decorator
April 11, 2024	Retailer Exhibit Installation Begins 8:00 am - 7:00 pm
April 12, 2024	Artist Alley Installation Begins at 8:00 am; Retailer Installation Continues
April 12, 2024	Exhibit Installation Complete by 12:30 pm
April 12, 2024	Doors Open: 1:00 pm VIP/Ultimate/Three-Day Pass 3:00 pm Open to All Ticket Holders
April 14, 2024	Show Closes: 5:00 PM
April 14, 2024	2024 Rebook Applications and Payments Due for Discounted Rate by 6:00 PM
April 14, 2024	Exhibits and All Materials Removed by 10:00 PM