

## **EDMONTON EXPO 2024 - IMPORTANT DEADLINES**

June 21, 2024	Show Decorator Kit Online
June 21, 2024	Booth 20'x20' or greater, Floor Plans, Line-of-Sight Variances & Towers submitted
August 29, 2024	Convention Center Exhibitor Discount Rate Deadline (Plumbing and Electrical)
August 29, 2024	Internet Service Discount Rate Deadline
September 2, 2024	Exhibitor Appointed Contract Form due
September 2, 2024	On-site Show program ad material deadline
September 2, 2024	Move-In Schedule & Booth Assignment emailed out
September 6, 2024	Show Decorator Advance Price Deadline
September 9, 2024	Convention Center Exhibitor Approval Deadline (Food Sampling)
September 18, 2024	Full Payment due
September 19, 2024	Early Retailer Move-In Begins (by appointment only) Direct shipment allowed to facility - Handled by Show Decorator
September 19, 2024	Retailer Exhibit Installation Begins 8:00 am - 5:00 pm
September 20, 2024	Artist Alley Installation Begins 8:00 am; Retailer installation continues
September 20, 2024	Exhibit Installation Complete by 1:00 pm
September 20, 2024	Doors open to the public: 2:00 pm VIP/UltimateThree-Day Pass 4:00 pm Open to All Ticket Holders
September 22, 2024	Show Closes 5:00 PM
September 22, 2024	2025 Rebook Applications and Payments due for Discounted Rate by 6:00 PM
September 22, 2024	Exhibits and all Material removed by 11:00 PM