

## IMPORTANT DEADLINES:

- Nov 15, 2019: Show decorator kit online
- Jan 30, 2020: Full payment due
- Feb 17, 2020: Booth 20'x20' or greater, floor plans, line-of-sight variances & towers submitted
- Feb 21, 2020: On-site Show program ad material deadline
- Feb 21, 2020: Exhibitor Appointed Contractor form due
- Feb 27, 2020: Facility Advance Price Deadline
- Feb 27, 2020: Convention Center Exhibitor Discount Rate deadline (Parking, Internet, electrical)
- Mar 13, 2020: Show Decorator Advance Price Deadline
- Mar 19, 2020: Move-in schedule & booth assignment emailed out
- Mar 20, 2020: Advance Shipment Deadline
- Mar 25, 2020: Direct shipment allowed to facility
- Mar 26, 2020: Early Retailer exhibit installation begins (by appointment)
- Mar 26, 2020: Retailer exhibit installation begin **8:00 am-7:00 pm**
- Mar 27, 2020: Artist Alley installation begins **7:00 am**, Retailer installation continues
- Mar 27, 2020: Exhibit installation complete by **1:30 pm**
- Mar 27, 2020: Doors open to the public: **2:00 pm** VIP/Premium/Deluxe preview  
**4:00 pm** Open to all ticket holders
- Mar 29, 2020: Show closes at **5:00 pm**
- Mar 29, 2020: Exhibits and all material removed by 11:59 pm
- Mar 29, 2020: 2020 applications and payments due for discounted rate