

KEY DEADLINES

This is a partial key deadline list. Please refer to all deadlines from official service contractors on their individual order forms located in the Service Order Forms section or by contacting the appropriate contactor directly.

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| <input type="checkbox"/> December 1, 2016 | Advance Freight Warehouse open to receive freight |
| <input type="checkbox"/> December 16, 2016 | Discount deadline to order electrical, rigging and plumbing services through Hi-Tech Electrical

Discount deadlines to order internet services through Smart City Networks |
| <input type="checkbox"/> December 22, 2016 | Discount deadline for Hargrove Services (Decorator Services)

Request to use EAC Form with Certificate of Insurance Due

Discount deadline for plant/floral through Urban Jungle |
| <input type="checkbox"/> December 23, 2016 | Discount deadline to order booth package |
| <input type="checkbox"/> December 29, 2016 | Discount deadline to order computer/AV Equipment through PSAV

Discount deadline for Center plate booth catering services |
| <input type="checkbox"/> January 2, 2017 | Deadline to receive freight at the advance warehouse without accruing late charges |
| <input type="checkbox"/> January 6, 2017 | Island booth only move in (MUST be pre-approved) |
| <input type="checkbox"/> January 7, 2017 | Onsite shipments may begin to arrive

Exhibitor registration opens

Exhibitor move in begins at 8:00 AM |
| <input type="checkbox"/> January 8, 2017 | Exhibit Hall open at 4:00 PM—7:00 PM |