

# 2018 ASCO<sup>®</sup> ANNUAL MEETING

DELIVERING DISCOVERIES; EXPANDING THE REACH OF PRECISION MEDICINE

PAST DUE		
	Final payment due. Must be received on time to receive payment priority points	<input type="checkbox"/>
MARCH		
March 7, 2018	Industry Expert Theater Application Deadline	<input type="checkbox"/>
March 23, 2018	Deadline to submit your information to be included in the printed Exhibitor Directory	<input type="checkbox"/>
March 28, 2018	Deadline to Request Exhibit Hall/Registration Meeting Room Pass for registered attendees to include w/badge mailing	<input type="checkbox"/>
APRIL		
April 9, 2018	Exhibitor Hotel Reservations must be entered and paid in full (non-paid rooms are released)	<input type="checkbox"/>
April 25, 2018	Ancillary Event Request Deadline at 5:00 PM (ET)	<input type="checkbox"/>
	\$ Early Registration Discount Deadline at 11:59 PM (ET)	<input type="checkbox"/>
	<b>Exhibitor Form Submission Deadline --online through the Exhibitor Resource Center:</b>	
	* Giveaway Approval Form	<input type="checkbox"/>
	* Booth Activity Approval Form	<input type="checkbox"/>
	Booth Rendering - (booths 400 sq. ft. or larger)	<input type="checkbox"/>
	Use of ASCO/Conquer Cancer, The ASCO Foundation Name Approval Form	<input type="checkbox"/>
	Fundraising Approval Form	<input type="checkbox"/>
	Photography and Video/Audio Recording Approval Form	<input type="checkbox"/>
	Notification of Intent to Use an EAC/Non-Official Contractor Form	<input type="checkbox"/>
	Certificate of Liability Insurance for EAC/Non-Official Contractor	<input type="checkbox"/>
	*Onsite Contact Form	<input type="checkbox"/>
April 30, 2018	Freeman Advance Freight Warehouse Opens	<input type="checkbox"/>
MAY		
May 4, 2018	\$ Advance Order Discount Rate Deadline for Freeman (electrical and furnishings)	<input type="checkbox"/>
	Request for Early Freight Move-In Form Due to Freeman	<input type="checkbox"/>
	\$ Freeman Audio Visual Discount Deadline	<input type="checkbox"/>
	Universal Computers Rental Form Due	<input type="checkbox"/>
	\$ Booth Security Order Discount Deadline	<input type="checkbox"/>
	\$ Catering Order Discount Deadline at 12:00 PM (CT)	<input type="checkbox"/>
	\$ Internet/Telephone Discount Deadline for McCormick Place	<input type="checkbox"/>
	\$ Lead Retrieval Discount Deadline	<input type="checkbox"/>
May 11, 2018	Boarding Space/Transportation Requests through Kushner & Associates Due	<input type="checkbox"/>
	* Submit your organization's information to be included in the mobile iPlanner app	<input type="checkbox"/>
May 19, 2018	Abstracts released on ASCO.org	<input type="checkbox"/>
May 19, 2018	Onsite Registration Fees in effect	<input type="checkbox"/>
May 21, 2018	Last Day for Advance Shipments received at the Freeman Warehouse without surcharge	<input type="checkbox"/>
May 26, 2018	Lighting, Truss and Hanging Sign Rigging begins at 8:00 AM (CT)	<input type="checkbox"/>
May 29-31, 2018	Targeted Freight Move-In - Please refer to Targeted Freight Move-In Schedule for more information	<input type="checkbox"/>
May 30, 2018	Exhibitor Registration opens at McCormick Place at 12:00 PM (CDT)	<input type="checkbox"/>
JUNE		
June 1, 2018	Aisles Cleared of Crates and Equipment by 10:00 AM (CT)	<input type="checkbox"/>
	Exhibit Installation Complete by 4:30 PM (CT)	<input type="checkbox"/>

**\* Required**

**\$ Complete by the deadline and save money!**

**Please note - Dates are Subject to Change**

If you have any questions, please contact Stephanie Houck or Eileen McGill at 703-631-6200 or [ascoexhibits@spargoinc.com](mailto:ascoexhibits@spargoinc.com).