Start Date	What to Do	End Date
At time of placement	50% of Payment Due	
At time of placement	Submit Certificate of Insurance	October 31, 2026
At time of placement	Take advantage of Marketing & Sponsorship Opportunities	January 31, 2027
September 1, 2026	Order Services	Early bird discount ends: Nov. 15, 2026 (can order services until Feb. 8, 2027)
July 1, 2026	Request Media Coverage of your booth	January 31, 2027
August 1, 2026	Enter your product in Top-10 New Product Competition	October 31, 2026
October 31, 2026	FINAL PAYMENT DUE for returning exhibitors	
November 1, 2026	Order Badges - mail orders only	December 15, 2026
November 1, 2026	Order VIP badges and tickets	
January 1, 2027	Arrange shipping & freight	
	Submit the required permits - Health Dept and/or ABC	January 10, 2027
January 25, 2027	Outside Exhibitor Move-In begins	
February 1, 2027	Inside Exhibitor Move-In begins	
February 9, 2027	Move-In complete by 7:00 a.m.	
February 12, 2027	Inside Exhibitor Move-Out complete by 6:00 p.m.	
February 18, 2027	Outside Exhibitor Move-Out complete by 5:00 p.m.	