

## Important Deadlines

4/11/2014	25-word product/service descriptions due for inclusion in the NEXT 2014 onsite program ( <i>all descriptions and categories received after this date will be included on the NEXT 2014 Conference Mobile App</i> )
4/18/2014	Last day to cancel with 50% refund
4/18/2014	<b>No refunds</b> after April 18, 2014
4/18/2014	Balance due for exhibit space
5/7/2014	Pre -Registration List request form due ( <i>physical addresses only</i> )
5/9/2014	Schematics due for approval for island booths. (E-mail to <a href="mailto:deborah_howley@AFassanoCo.com">deborah_howley@AFassanoCo.com</a> )
5/9/2014	Food & Beverage approval deadline
5/14/2014	Booth Giveaways deadline
5/21/2014	Housing reservations deadline ( <a href="http://www.apta.org/NEXT/Exhibitor/Housing/">http://www.apta.org/NEXT/Exhibitor/Housing/</a> )
<b>5/7/2014</b>	<b>Shipments can start arriving to GES Advanced Warehouse through June 5<sup>th</sup></b>
5/12/2014	Lead Retrieval Advanced deadline
5/23/2014	Non-Official Photography, Videotaping and Mobile Camera Crews form due
5/30/2014	Projection AV Equipment Advanced deadline
6/2/2014	Technology Express Computer Rental Advanced deadline
<b>6/10 &amp; 6/11/2014</b>	<b>Direct Shipments can arrive to GES beginning June 10 from 8:00 am –5:00pm &amp; June 11<sup>th</sup> from 8:00am – 3:00 pm</b>
6/10/2014	Exhibitor Move In 8:00 am- 4:00 pm
6/11/2014	Exhibitor Move In 8:00 am- 3:00 pm
<b>6/11/2014</b>	<b>Opening Reception in the Exhibit Hall (5:30pm-7:00pm)</b>
6/12/2014	NEXT 2014 Exhibit Hall Hours (11:00am-4:00pm)
6/13/2014	NEXT 2014 Exhibit Hall Hours (11:00am-4:00pm)
6/13/2014	Exhibitor Move Out: 4:00pm-8:00pm
6/14/2014	Exhibitor Move Out: 8:00am-12:00pm
6/20/2014	Post –Registration Request Form deadline