



**Exhibit Dates: March 30 – 31, 2017**  
**The Baltimore Convention Center**  
**Baltimore, Maryland**

## **Exhibitor Important Deadline Date Checklist**

<b>ORDER FORM</b>	<b>DEADLINE DATE</b>	<b>DATE RETURNED</b>
Pre-conference Mailing List	February 1, 2017 (available)	
Exhibitor Registration	February 17, 2017 (early rate)	
Hotel Reservation Deadline	March 6, 2017	
Advance Warehouse Shipping	February, 22 – March 23, 2017	
Notice of Intent to use EAC	February 26, 2017	
GES Discount Deadline	March 7, 2017	
Electrical Service	March 8, 2017	
Audio Visual and Computer Rental	March 8, 2017	
Intent to use Photographer	March 8, 2017	
Internet-Network/Telephone	March 13, 2017	
Lead Retrieval Services	March 17, 2017	
Catering	March 23, 2017	
Direct to Show Site Shipping	March 28, 2017 - March 29, 2017 (8:00 am – 5:00 pm)	
Post-conference Mailing List	May 1, 2017 (available)	