



## SPONSOR/EXHIBITOR DEADLINES

<u>DATE</u>	<u>DEADLINE ITEM</u>
August 26, 2016	<a href="#">Notice of Intent to Hire an EAC &amp; EAC Insurance due</a>
August 26, 2016	<a href="#">RAW SPACE exhibitors - proposed stand design/layout due for approval</a>
September 6, 2016	<a href="#">Hotel Reservations Deadline (Hampton Inn Washington-Downtown - Convention Center)</a>
September 6, 2016	<a href="#">GES orders due with payment (discount/early rate deadline)</a> Items/Services provided: <ul style="list-style-type: none"> <li>- Graphics (note - graphics are NOT included with package booths)</li> <li>- Booth furnishings and accessories</li> <li>- Carpet/Padding (note - hall is already carpeted; only order if you'd like a specific color or extra padding, etc)</li> <li>- Booth cleaning</li> <li>- Rental Exhibits</li> <li>- Install &amp; Dismantle Labor</li> <li>- Shipping Assistance</li> <li>- Material Handling/Drayage</li> </ul>
September 6, 2016	<a href="#">Hi-Tech Electrical orders due with payment (discount/early rate deadline)</a>
September 6, 2016	<a href="#">SmartCity Internet/Telecom orders due with payment (discount/early rate deadline)</a>
September 6, 2016	<a href="#">Projection A/V orders due with payment (discount/early rate deadline)</a>
September 6, 2016	<a href="#">Centerplate Booth Catering orders due with payment (discount/early rate deadline)</a>
September 14, 2016	<a href="#">Urban Jungle Plant/Floral orders due with payment (discount/early rate deadline)</a>
September 22, 2016	Last day for shipments to arrive to the Advance Warehouse
September 27, 2016	First day shipments may arrive on Show Site