





October 4, 2024	50% Booth Deposit Due for applications submitted from July 2024 – October 4, 2024
March 24, 2025	Corporate Partner Housing Opens
March 25, 2025	Exhibitor Online Service Manual Available
March 31, 2025	50% Booth Deposit Due for applications submitted from October 5, 2024 – March 31, 2025
April 1, 2025	100% Booth Balance Due
	Exhibitor & Attendee Housing Opens
	Exhibitor Expo Pass/Invites Available to Exhibitors
April 18, 2025	Ad Space (Program Guide) Reservation Deadline
May 1, 2025	Exhibitor Registration Opens
May 2, 2025	Artwork Due for Program Guide
	Company URL/Product Categories Deadline for Program Guide
May 23, 2025	Deadline to Purchase Sponsorship & Advertising
June 6, 2025	Sponsor Artwork Due
	Exhibitor Housing Rooming List Due
June 18, 2025	EAC and Exhibitor COI due
June 19, 2025	Island Booth Rendering Submission Deadline
	Request for Hanging Sign Approval Deadline
	Request for Mobile Spotting Deadline





Important Dates & Deadlines

June 23, 2025	First Day Shipments May Arrive to the Advance Warehouse
June 24, 2025	Discount Deadline – Internet Facility Services
June 27, 2025	Discount Deadline – Decorator Services
July 18, 2025	Advance Warehouse Shipment Deadline without surcharge
July 24, 2025	Island and Mobile Units Move-In: 1:00 p.m. – 5:00 p.m.
July 25, 2025	Exhibitor Move-In: 8:00 a.m. – 5:00 p.m.
July 26, 2025	Exhibitor Move-In: 8:00 a.m. – 5:00 p.m.
July 27, 2025	Exhibitor Move-In: 8:00 a.m. – 5:00 p.m.
July 28, 2025	Exhibit Hall Walk-Thru: 8:00 a.m.
	Expo Hall Open: 10:00 a.m. – 5:00 p.m.
	Exclusive Hours: 10:00 a.m. – 2:00 p.m.
July 29, 2025	Expo Hall Open: 10:00 a.m. – 4:00 p.m.
	Exclusive Hours: 10:00 a.m. – 1:30 p.m.
	Move-Out: 4:00 p.m. – 8:00 p.m.
July 30, 2025	Move-Out: 8:00 a.m. – 12:00 p.m.