



INTERNATIONAL
CONFERENCE &
EXHIBITION

IMPORTANT DEADLINES

DATE	TASK	EVENT PARTNER
Monday, December 18, 2023	New Product Award Submission Deadline	SLAS
Monday, December 18, 2023	Lead Retrieval Discount Deadline	SB Expos & Events
Tuesday, January 2, 2024	Freeman Advanced Warehouse Begins Accepting Exhibitor Shipments	Freeman
Tuesday, January 2, 2024	Booth Photography Deadline	The Photo Group
Tuesday, January 2, 2024	Lead Retrieval Standard Discount Deadline	SB Expos & Events
Wednesday, January 3, 2024	Discount Housing Deadline	-The Westin Seaport District -Omni Boston Waterfront -Renaissance Boston Waterfront -Aloft Boston Seaport District
Thursday, January 4, 2024	Freeman Discount Deadline for the following services: <ul style="list-style-type: none"> • Audio Visual Services • Furnishings • Flooring • Cleaning • Labor Services <ul style="list-style-type: none"> ○ Install & Dismantle ○ Forklift/ Rigging 	Freeman
Thursday, January 4, 2024	Audio Visual Order Deadline	Freeman
Friday, January 5, 2024	Upload Exhibitor Certificate of Insurance	SLAS2024 Exhibitor Portal
Friday, January 5, 2024	Catering Order Deadline	Levy Restaurants
Monday, January 15, 2024	Internet/ Electrical Order Deadline	BCEC
Monday, January 15, 2024	Rigging Order Deadline	BCEC
Thursday, January 25, 2024	Freeman Advanced Warehouse Deadline before Additional Fees Apply	Freeman
Friday, January 26, 2024	Exhibitor Badge Registration Deadline	SB Expos & Events
Thursday, February 1, 2024	Exhibitor Shipments can begin to arrive at the Boston Convention Center	Freeman