



Deadline Checklist

- January 17, 2020** Printed Exhibitor Directory Deadline
Complete your Exhibitor Listing [Here](#)

- February 1** Lead Retrieval Rate Increases

- February 25, 2020** Freeman Advanced Warehouse Begins Accepting Shipments

- March 2, 2020** Required Forms Deadline in the [Exhibitor Resource Center](#):
Booth Rendering, Onsite Contact, Notification of Intent to Use an EAC, Giveaways.

- March 5, 2020** Discount Deadline for:
Catering – Aramark
Floral- National Plant and Floral
Freeman- AV, Carpet, Furniture, Utilities
Internet – SMART CITY
Mobility Scooters – Marshall Robinson
Photography – Oscar and Associates
Security – Marshall Robinson

- March 19, 2020** Exhibitor Housing Closes

- March 26, 2020** Direct Freight may begin to arrive at the Anaheim Convention Center

- March 29, 2020** Exhibits Must be set by 2:00pm

Please refer to all other deadlines from official service contractors on their individual order forms or by contacting the appropriate contractor directly. If you have questions with regards to the giveaway policy, please contact Meghan Leahy, Exhibit Operations Manager, at meghan.leahy@spargo.com or 703-654-6929.