

2019 ASCO[®] ANNUAL MEETING

PAST DUE		
	Final payment due. Must be received on time to receive payment priority points	<input type="checkbox"/>
MARCH		
March 6, 2019	Industry Expert Theater Application Deadline	<input type="checkbox"/>
March 22, 2019	Deadline to submit your information to be included in the printed Exhibitor Directory	<input type="checkbox"/>
March 27, 2019	Deadline to Request Exhibit Hall/Registration Meeting Room Pass for registered attendees to include w/badge mailing	<input type="checkbox"/>
APRIL		
April 1, 2019	Exhibitor Hotel Reservations must be entered and paid in full (non-paid rooms are released)	<input type="checkbox"/>
	\$ Early Registration Discount Deadline at 11:59 PM (ET)	<input type="checkbox"/>
	Exhibitor Form Submission Deadline --online through the Exhibitor Resource Center:	
	* Giveaway Approval Form	<input type="checkbox"/>
	* Booth Activity Approval Form	<input type="checkbox"/>
	Booth Rendering - (booths 400 sq. ft. or larger)	<input type="checkbox"/>
April 24, 2019	Use of ASCO/Conquer Cancer, The ASCO Foundation Name Approval Form	<input type="checkbox"/>
	Fundraising Approval Form	<input type="checkbox"/>
	Photography and Video/Audio Recording Approval Form	<input type="checkbox"/>
	Notification of Intent to Use an EAC/Non-Official Contractor Form	<input type="checkbox"/>
	Certificate of Liability Insurance for EAC/Non-Official Contractor	<input type="checkbox"/>
	*Onsite Contact Form	<input type="checkbox"/>
April 26, 2019	Freeman Advance Freight Warehouse Opens	<input type="checkbox"/>
MAY		
	\$ Advance Order Discount Rate Deadline for Freeman (electrical and furnishings)	<input type="checkbox"/>
	Request for Early Freight Move-In Form Due to Freeman	<input type="checkbox"/>
	\$ Freeman Event Technology Discount Deadline	<input type="checkbox"/>
	Universal Computers Rental Form Due	<input type="checkbox"/>
May 3, 2019	\$ Booth Security Order Discount Deadline	<input type="checkbox"/>
	\$ Catering Order Discount Deadline at 12:00 PM (CT)	<input type="checkbox"/>
	\$ Internet/Telephone Discount Deadline for McCormick Place	<input type="checkbox"/>
	\$ Lead Retrieval Discount Deadline	<input type="checkbox"/>
	Boarding Space/Transportation Requests through Kushner & Associates Due	<input type="checkbox"/>
May 10, 2019	* Submit your organization's information to be included in the mobile iPlanner app	<input type="checkbox"/>
May 15, 2019	Abstracts released on ASCO.org	<input type="checkbox"/>
May 17, 2019	Last Day for Advance Shipments received at the Freeman Warehouse without surcharge	<input type="checkbox"/>
May 18, 2019	Onsite Registration Fees in effect	<input type="checkbox"/>
May 21, 2019	Ancillary Event Request Deadline at 5:00 PM (ET)	<input type="checkbox"/>
May 25, 2019	Lighting, Truss and Hanging Sign Rigging begins at 8:00 AM (CT)	
May 28-31, 2019	Targeted Freight Move-In - Please refer to Targeted Freight Move-In Schedule for more information	<input type="checkbox"/>
May 29, 2019	Exhibitor Registration opens at McCormick Place at 12:00 PM (CT)	<input type="checkbox"/>
May 31, 2019	Aisles Cleared of Crates and Equipment by 10:00 AM (CT)	<input type="checkbox"/>
	Exhibit Installation Complete by 4:30 PM (CT)	<input type="checkbox"/>

*** Required**

\$ Complete by the deadline and save money!

Please note - Dates are Subject to Change

If you have any questions, please contact Stephanie Houck or Eileen McGill at 703-631-6200 or ascoexhibits@spargoinc.com.