

## **Checklist**

The following checklist is provided as a guide for companies exhibiting at the **Best of ASCO Baltimore Meeting.** 

<b>Due Date</b>	Item	Complete
	Exhibitor Registration - Exhibitor Resource Center	
June 26	Giveaway Approval Form – Exhibitor Resource Center	
	Hotel Reservation	
	Notification of Intent to Use An EAC- Exhibitor Resource Center	
	Onsite Contact Form – Exhibitor Resource Center	
July 3	<u>Freeman Audio Visual</u> Order Form	
July 5	<u>Lead Retrieval</u> Order Form	
July 11	Internet and Electric Order Form	
July 17	Exhibitor Directory Listing and Upgrade – Exhibitor Resource Center	

Your password to access the <u>Exhibitor Resource Center</u> was emailed to the Exhibit Contact along with the link to the Exhibitor Service Manual.

Questions? Contact Eileen McGill, Exhibits Operations Manager



800-564-4220 (within the U.S.) or 703-631-6200

