

DEADLINE CHECKLIST

- March 21, 2019
Onsite Contact Information Form submitted through [Exhibitor Resource Center](#)

Giveaways submitted through [Exhibitor Resource Center](#)
- March 27, 2019
SHEPARD [EAC Form](#) Deadline

SHEPARD Advanced Freight Warehouse Opens

SHEPARD (Furnishing) Discount Price Deadline
- April 1, 2019
[Catering/Internet/Electric Service](#) Advance Rate
Deadline - Gaylord Palms Resort & Convention Center
- April 12, 2019
[AV](#) Order Discount Deadline – AV Matters
- April 16, 2019
Last Day for Advance Freight to SHEPARD warehouse
- April 23, 2019
Direct Freight may begin to arrive at Gaylord Palms
- April 24, 2019
Exhibits MUST be set by 1:00 PM

Please refer to all other deadlines from official service contractors on their individual order forms or by contacting the appropriate contractor directly