



**MARCH 3 – 5, 2023**

**For all these Individual forms please visit the online Exhibitor Manual on the show website**

<b>DEADLINE</b>	<b>EXHIBITOR CHECK LIST</b>
February 1, 2023	Complete the <a href="#">Insurance Form document</a> <b>(MANDATORY)</b>
February 1, 2023	Complete the <a href="#">Occupational Health and Safety Act document</a> <b>(MANDATORY)</b>
February 1, 2023	Complete the <a href="#">Exhibitor Appointed Contractor Form</a> <b>(MANDATORY if applicable)</b>
February 5, 2023	Book your Hotel. Sandman Abbotsford Airport Hotel OR Sandman Hotel & Suites Abbotsford – Simon Avenue. Rooms are limited! Call the hotel directly at <b>604-859-7263</b> , Group Name: BC Sportsmen's Show Group Code: <b>23BCSPORTSMEN (Airport)</b> <b>23SPORTSSUITES (Simon Avenue)</b>
February 13, 2023	Order your Exhibitor badges <a href="#">Register your Booth Staff Here</a>
February 15, 2023	Pre-order deadline for Furnishing, Equipment and Electrical from Global Convention Services (Pre-show discounts available before Feb. 15, 2023) <b>Username: bcss Password: 2023</b> <a href="https://www.globalconvention.ca/2018-online-ordering.asp">https://www.globalconvention.ca/2018-online-ordering.asp</a>
February 17, 2023	<a href="#">Admit One Passes</a>
Prior to Show	Check move-in, move-out times and show hours