



MARCH 7 – 9, 2025

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

DEADLINE	EXHIBITOR CHECK LIST
ASAP	Book your Hotel. Rooms are limited!
January 25, 2025	Complete the Insurance Form document (MANDATORY)
January 25, 2025	Complete the Occupational Health and Safety Act document (MANDATORY)
January 25, 2025	Complete the Exhibitor Appointed Contractor Form (MANDATORY if applicable)
February 14, 2025	Pre-order deadline for Furnishing, Equipment and Electrical from Global Convention Services (Pre-show discounts available before Feb. 21, 2025)
February 21, 2025	Admit One Passes
Prior to Show	Check move-in, move-out times and show hours