



Important Dates and Deadlines

Exhibit Show Dates and Times

Sunday, March 31	1:00 p.m.-5:00 p.m.
Monday, April 1	9:00 a.m.-5:00 p.m.
Tuesday, April 2	9:00 a.m.-5:00 p.m.
Wednesday, April 3	9:00 a.m.-12:00 p.m.

Exhibit Hall Move-in

Thursday, March 28	12:00 p.m.-5:00 p.m.
Friday, March 29	8:00 a.m.-5:00 p.m.
Saturday, March 30	8:00 a.m.-5:00 p.m.

Exhibit Hall Move-out

Wednesday, April 3	12:01 p.m.-5:00 p.m.
Thursday, April 4	8:00 a.m.-12:00 p.m.

Dates are subject to change. Be sure to check the Exhibitor Service Kit and Exhibitor Bulletins for any updates.

November 5	Exhibitor Registration Open (available through Map Your Show Dashboard)
November 12	Booth: Last day to cancel booth; no refund will be issued
December 10	Exhibitor Service Kit is Available
January 21	Deadline to submit materials for Exhibitor Spotlight Theater applications for on-site distribution material
January 22	Booth: All Final Payments are Due Exhibitor Directory: Company Descriptions and Product Categories due Exhibitor Directory: All company listings must be approved in Exhibitor Dashboard
February 13	Housing: Deadline to submit to Exhibitor Rooming Lists to CMR (Convention Management Resource) Housing: Deadline to cancel Housing Reservations without penalty
February 15	Booth: Deadline to submit renderings for island booth space <i>(if applicable)</i>
February 28	Affiliate Space Requests: Deadline for Discount
March 1	Deadline to submit Exhibitor-Appointed Contractor Registration <i>(if applicable)</i> Deadline to submit an application for an Exhibitor Spotlight Theater <i>(if applicable)</i> Deadline to submit an application for an Exhibitor Meeting Room <i>(if applicable)</i>
March 5	Freeman: Advance warehouse shipments accepted
March 14	Freeman: Discount deadline for advanced orders
March 15	Deadline to submit Certificate of Liability Insurance Form for Exhibitor Appointed Contractor Deadline to submit Booth Activity and Giveaway Forms <i>(if applicable)</i>
March 20	Housing: Last day to make changes through AACR Housing
March 21	Housing: Deadline for advance warehouse receiving
March 22	Housing: Reservation changes and cancellations: must be made directly with the hotel(s)
March 28	Shipping: On-site shipments accepted at Georgia World Congress Center