

IMPORTANT DATES AND DEADLINES

Exhibit Show Dates and Times

Sunday, April 26	1:00 p.m.-5:00 p.m.
Monday, April 27	9:00 a.m.-5:00 p.m.
Tuesday, April 28	9:00 a.m.-5:00 p.m.
Wednesday, April 29	9:00 a.m.-12:00 p.m.

Exhibit Hall Move-in

Thursday, April 23	12:00 p.m.-5:00 p.m.
Friday, April 24	8:00 a.m.-5:00 p.m.
Saturday, April 25	8:00 a.m.-5:00 p.m.
Sunday, April 26	7:00 a.m.-10:00 am (with permission)

Exhibit Hall Move-out

Wednesday, April 29	12:01 p.m.-5:00 p.m.
Thursday, April 30	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 11	Booth: Last day to cancel booth; no refund will be issued
December 10	Exhibitor Service Kit is Available
January 27	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 1	Deadline to submit materials for Exhibitor Spotlight Theater applications for on-site distribution material
February 10	Deadline for Meeting Room placements
March 11	Housing: Deadline to submit to Exhibitor Rooming Lists to CMR (Convention Management Resource) Housing: Deadline to cancel Housing Reservations without penalty
March 13	Booth: Deadline to submit renderings for island booth space <i>(if applicable)</i> Deadline to submit Exhibitor-Appointed Contractor Registration <i>(if applicable)</i> Deadline to submit Certificate of Liability Insurance Form for Exhibitor Appointed Contractor Deadline to submit Booth Activity and Giveaway Forms <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 23	Freeman: Advance warehouse shipments accepted Affiliate Space Requests: Deadline for Discount
March 31	Freeman: Discount deadline for advanced orders
April 14	Housing: Deadline for advance warehouse receiving
April 15	Housing: Last day to make changes through AACR Housing
April 17	Housing: Reservation changes and cancellations: must be made directly with the hotel(s)
April 23	Shipping: On-site shipments accepted at Georgia World Congress Center