

SECTION 2

IMPORTANT DEADLINES

June 14, 2019	Premium Bag Promotional Material (Corporate Sponsors)
June 20, 2019	Full Payment due
July 1, 2019	In-booth Event/Activities/Promotions/Announcements
July 15, 2019	Corporate Exhibitor Booth Elevation Layout for approval
July 15, 2019	Booth 20'x20' or greater, Floor Plans, Line-of-Sight Variances & Towers submitted
July 18, 2019	Show Program – Ad Materials due
July 26, 2019	Exhibitor Appointed Contract Form due
July 29, 2019	Exhibitor Badge Registration opens online
July 29, 2019	Move-In Schedule & Booth Assignment emailed out
July 30, 2019	OPS Advance Warehouse opens for Freight delivery
August 5, 2019	Extra Exhibitor Passes Order Form due
August 6, 2019	OPS Show Decorator Advance Price
August 6, 2019	Showtech Power & Lighting Discount Rate
August 6, 2019	Metro Toronto Convention Centre Advance Price (Booth Cleaning Services, High-Speed Internet, Parking Passes, Telecommunication Services)
August 13, 2019	OPS Advance Warehouse closes for Freight delivery
August 22, 2019	Show Opens 4:00 PM (2:00 PM for VIP, Premium & Deluxe Pass holders)
August 25, 2019	Show Closes 5:00 PM
August 25, 2019	Exhibits and all Material removed by 10:00 PM
August 25, 2019	2020 Rebook Applications and Payments due for Discounted Rate by 5:00 PM