

## Important Deadlines

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<b>Form / Deadline</b>	<b>Date</b>	✓
Sponsorship Agreement/Show Directory Advertising	May 31, 2011	
Backwall Banner Order Form (Advanced Pricing)	June 22, 2011	
Telecommunications Order Form (Advance Pricing)	July 4, 2011	
Catering Order Form - Full Payment	July 4, 2011	
Electrical Order Form (Advanced Pricing)	July 4, 2011	
Metropolitan Booth Furnishings (Advanced Pricing)	July 5, 2011	
Notify Show Management of Hang Bar Height Change (if necessary)	July 5, 2011	
Exhibitor Badge Order Form	July 15, 2011	
Custom Broker / Freight Forwarder	By Sea: July 5, 2011 By Air to JFK: July 11, 2011	
Advance Warehouse Shipping (Advance Pricing)	Arrival between June 13 and July 11, 2011	
<b>Only</b> Day to Accept Show Site Deliveries	July 18, 2011	