



EDMONTON—November 15 &16, 2014

SHOW LOCATION

Edmonton Expo Centre Hall G
 7515 – 118 Avenue N.W.
 Edmonton AB
 T5B 4X5

EXHIBITOR CHECK LIST & BOOKING DEADLINES

Please print a copy of this checklist to assist you in planning for the National Franchise & Business Opportunities Show. To take advantage of “early booking discounts” please note booking deadlines. Check your Exhibitor Manual for details.

BOOKING DEADLINES

- | | | |
|---|------------------------------------|--------------------------|
| Final Payment | Upon Contract Receipt | <input type="checkbox"/> |
| Food Sampling | Oct. 15, 2014 | <input type="checkbox"/> |
| Hotel booked (Delta Edmonton Centre) | Oct. 16, 2014 | <input type="checkbox"/> |
| Decorator (GES) | Oct. 31, 2014 | <input type="checkbox"/> |
| (Please note that all booths are draped & carpeted. Orders required for tables, chairs, accessories, etc.) | | |
| Electrical (GES) | Oct. 31, 2014 | <input type="checkbox"/> |
| Booth Cleaning (GES) | Oct. 31, 2014 | <input type="checkbox"/> |
| Telephone | Oct. 31, 2014 | <input type="checkbox"/> |
| Internet | Oct. 31, 2014 | <input type="checkbox"/> |
| Badge names | email by Nov.7, 2014 | <input type="checkbox"/> |
| Audio Visual ordered | Call (800) 891-4854 x 224 | <input type="checkbox"/> |
| Parking | discount pass available at move-in | <input type="checkbox"/> |
| Have you: | | <input type="checkbox"/> |
| Made Travel Arrangements? | | <input type="checkbox"/> |
| Organized your shipment to arrive on site Nov 14, 2014? | | <input type="checkbox"/> |

To avoid discrepancies in your orders, bring copies of your orders to the show.

The show is over Sunday at 4:00pm. Booths may not be torn down prior to this.

Please schedule flights accordingly.