

FRANCHISE & BUSINESS OPPORTUNITIES EXPO

NASHVILLE

May 30 & 31, 2015

SHOW LOCATION

**Music City Center, Hall A1
201 5th Ave S,
Nashville, TN 37203**

EXHIBITOR CHECKLIST & 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"/>
Hotel booked	April 28, 2015	<input type="checkbox"/>
Food Permit	April 29 , 2015	<input type="checkbox"/>
Telephone / Internet	May 15, 2015	<input type="checkbox"/>
Electrical	May 15, 2015	<input type="checkbox"/>
Booth Cleaning	May 22, 2015	<input type="checkbox"/>
Decorator (Spirit)	May 22, 2015	<input type="checkbox"/>
<small>(Please note that all booths are draped & carpeted. Orders required for tables, chairs, accessories, etc.)</small>		
Parking Pass	na	<input type="checkbox"/>
Audio Visual ordered	see manual	<input type="checkbox"/>
Badge names	May 22, 2015	<input type="checkbox"/>

Have you:

- Made Travel Arrangements?
- Organized your shipment to arrive on site May 29 , 2015?

To avoid discrepancies in your orders, please 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.