

# EXHIBITOR CHECK LIST

## Dallas

# THE FRANCHISE SHOW

Please print a copy of this checklist to assist you in planning for the Show. If you require the following services, take advantage of **early booking discounts**, deadlines noted below. **Please check your exhibitor manual for details.**

	DEADLINE DATE	
• Exhibitor Badges	March 3, 2021	<input type="checkbox"/>
• Food Sampling /Permit	March 5, 2021	<input type="checkbox"/>
• Hotel	March 5, 2021	<input type="checkbox"/>
• Electrical	March 9, 2021	<input type="checkbox"/>
• Show Decorator (Furniture, accessories, etc.)	March 10, 2021	<input type="checkbox"/>
• Booth Install & Dismantle	March 10, 2021	<input type="checkbox"/>
• Booth Cleaning	March 10, 2021	<input type="checkbox"/>
• Plan for shipments to arrive on:	March 19, 2021	<input type="checkbox"/>
<u>Reminder</u>		
• Travel Arrangements Made		<input type="checkbox"/>
• Final Payment Due	60 Days Prior to the Show	<input type="checkbox"/>

**The show is over Sunday at 4pm. Booths may not be torn down prior to this. Please schedule flights and pick-up accordingly.**