

EXHIBITOR CHECK LIST

THE NATIONAL FRANCHISE SHOW

DENVER

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	
• Hotel	August 12, 2025	<input type="checkbox"/>
• Food Sampling /Permit	August 14, 2025	<input type="checkbox"/>
• Show Guide Materials (logo & ads)	August 14, 2025	<input type="checkbox"/>
• Audio Visual	August 22, 2025	<input type="checkbox"/>
• Electrical	August 28, 2025	<input type="checkbox"/>
• Telecommunications	August 28, 2025	<input type="checkbox"/>
• Booth Cleaning	August 29, 2025	<input type="checkbox"/>
• Booth Install & Dismantle	August 29, 2025	<input type="checkbox"/>
• Show Decorator (Furniture, accessories, etc.)	August 29, 2025	<input type="checkbox"/>
• Exhibitor Badges	September 5, 2025	<input type="checkbox"/>
• Schedule your shipments to arrive on:	September 12, 2025	<input type="checkbox"/>

Reminder

- | | | |
|----------------------------|---------------|--------------------------|
| • Travel Arrangements Made | | <input type="checkbox"/> |
| • Final Payment Due | July 15, 2025 | <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.