

EXHIBITOR CHECK LIST

THE NATIONAL FRANCHISE SHOW

ATLANTA

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 September 4, 2025 ☐
- Food Sampling /Permit September 4, 2025 ☐
- Show Guide Materials (logo & ads) September 4, 2025 ☐
- Audio Visual September 1, 2025 ☐
- Electrical September 19, 2025 ☐
- Booth Cleaning September 26, 2025 ☐
- Booth Install & Dismantle September 26, 2025 ☐
- Furniture / Show Decorator September 26, 2025 ☐
- Exhibitor Badges September 26, 2025 ☐
- Schedule your shipments to arrive on: October 3, 2025 ☐

Reminder

- Travel Arrangements Made ☐
- Final Payment Due August 5, 2025 ☐

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