

EXHIBITOR CHECK LIST

THE NATIONAL FRANCHISE SHOW

CLEVELAND

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

• Audio Visual	January 14, 2026	<input type="checkbox"/>
• Show Guide Materials (logo & ads)	January 15, 2026	<input type="checkbox"/>
• Food Sampling /Permit	January 15, 2026	<input type="checkbox"/>
• Hotel	January 22, 2026	<input type="checkbox"/>
• Electrical	January 24, 2026	<input type="checkbox"/>
• Exhibitor Badges	February 6, 2026	<input type="checkbox"/>
• Booth Cleaning	TBD	<input type="checkbox"/>
• Booth Install & Dismantle	TBD	<input type="checkbox"/>
• Furniture / Show Decorator	TBD	<input type="checkbox"/>
• Schedule your shipments to arrive on:	February 13, 2026	<input type="checkbox"/>

Reminder

• Travel Arrangements Made	<input type="checkbox"/>
• Final Payment Due	December 17, 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.**