

EXHIBITOR CHECK LIST

Montréal Spring 2026

THE FRANCHISE EXPO

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 are noted below. **Please check exhibitor manual for details.**

	DEADLINE DATES	
• Audio Visual	March 11, 2026	<input type="checkbox"/>
• Show Guide Ad	March 20, 2026	<input type="checkbox"/>
• Food Sampling Form	March 20, 2026	<input type="checkbox"/>
• Electrical	March 26, 2026	<input type="checkbox"/>
• Internet / WIFI / Telephone	March 26, 2026	<input type="checkbox"/>
• Booth Cleaning	March 26, 2026	<input type="checkbox"/>
• Hotel	March 27, 2026	<input type="checkbox"/>
• Exhibitor Badges	March 27, 2026	<input type="checkbox"/>
• Show Decorator (Furniture, accessories, etc.)	April 7, 2026	<input type="checkbox"/>
• Booth Installation & Dismantle	April 7, 2026	<input type="checkbox"/>
• Plan for shipments to arrive on:	April 10, 2026	<input type="checkbox"/>

Reminders

- | | | |
|----------------------------|-------------------|--------------------------|
| • Travel Arrangements Made | | <input type="checkbox"/> |
| • Final Payment Due | February 10, 2026 | <input type="checkbox"/> |

The show is over Sunday at 5pm. Booths may not be torn down prior to this.
Please schedule flights and pick-up accordingly.