

# EXHIBITOR CHECK LIST

## THE NATIONAL FRANCHISE SHOW

### HOUSTON

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	February 10, 2026	<input type="checkbox"/>
• Show Guide Materials (logo & ads)	February 12, 2026	<input type="checkbox"/>
• Food Sampling /Permit	February 12, 2026	<input type="checkbox"/>
• Booth Cleaning	February 26, 2026	<input type="checkbox"/>
• Booth Install & Dismantle	February 26, 2026	<input type="checkbox"/>
• Furniture / Show Decorator	February 26, 2026	<input type="checkbox"/>
• Audio Visual	February 27, 2026	<input type="checkbox"/>
• Electrical	February 27, 2026	<input type="checkbox"/>
• Telecommunications	February 27, 2026	<input type="checkbox"/>
• Exhibitor Badges	March 6, 2026	<input type="checkbox"/>
• Schedule your shipments to arrive on:	March 13, 2026	<input type="checkbox"/>

#### Reminder

• Travel Arrangements Made	<input type="checkbox"/>
• Final Payment Due	January 14, 2026 <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.**