

EXHIBITOR CHECK LIST

THE NATIONAL FRANCHISE SHOW

REGINA

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	TBD		<input type="checkbox"/>
• Food Sampling /Permit	April 2, 2026		<input type="checkbox"/>
• Show Guide Materials (logo & ads)	April 2, 2026		<input type="checkbox"/>
• Booth Install & Dismantle	TBD		<input type="checkbox"/>
• Exhibitor Badges	April 24, 2026		<input type="checkbox"/>
• Furniture / Show Decorator	TBD		<input type="checkbox"/>
• Audio Visual	TBD		<input type="checkbox"/>
• Booth Cleaning	TBD		<input type="checkbox"/>
• Electrical	TBD		<input type="checkbox"/>
• Telecommunications	TBD		<input type="checkbox"/>
• Schedule your shipments to arrive on:	May 1, 2026		<input type="checkbox"/>

Reminder

• Travel Arrangements Made			<input type="checkbox"/>
• Final Payment Due	March 3, 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.