

EXHIBITOR CHECK LIST

THE NATIONAL FRANCHISE SHOW

WASHINGTON - BALTIMORE

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	
• Booth Cleaning	April 10, 2026	<input type="checkbox"/>
• Booth Install & Dismantle	April 10, 2026	<input type="checkbox"/>
• Furniture / Show Decorator	April 10, 2026	<input type="checkbox"/>
• Food Sampling /Permit	April 16, 2026	<input type="checkbox"/>
• Show Guide Materials (logo & ads)	April 16, 2026	<input type="checkbox"/>
• Telecommunications	April 16, 2026	<input type="checkbox"/>
• Hotel	April 17, 2026	<input type="checkbox"/>
• Electrical	April 24, 2026	<input type="checkbox"/>
• Audio Visual	May 1, 2026	<input type="checkbox"/>
• Exhibitor Badges	May 8, 2026	<input type="checkbox"/>
• Schedule your shipments to arrive on:	May 15, 2026	<input type="checkbox"/>

Reminder

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