

EXHIBITOR CHECK LIST

San Diego

THE NATIONAL FRANCHISE SHOW

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 your Exhibitor Manual for more details.**

	DEADLINE DATE	
• Food Sampling Application	August 31, 2023	<input type="checkbox"/>
• Submit Logo Custom Discount Coupon	September 1, 2023	<input type="checkbox"/>
• Audio Visual	September 16, 2023	<input type="checkbox"/>
• Electrical	September 16, 2023	<input type="checkbox"/>
• Show Guide Ad	September 16, 2023	<input type="checkbox"/>
• Telephone / Internet / WIFI	September 21, 2023	<input type="checkbox"/>
• Exhibitor Badges	September 22, 2023	<input type="checkbox"/>
• Show Decorator (Furniture, accessories, etc.)	September 22, 2023	<input type="checkbox"/>
• Booth Install & Dismantle	September 22, 2023	<input type="checkbox"/>
• Booth Cleaning	September 22, 2023	<input type="checkbox"/>
• Plan for shipments to arrive on	October 6, 2023	<input type="checkbox"/>
<u>Reminder</u>		<input type="checkbox"/>
• Travel Arrangements Made		<input type="checkbox"/>
• Final Payment Due	60 Days Prior to the Show	<input type="checkbox"/>

The show is over on Sunday at 4pm. Booths may not be torn down prior to this. Please schedule flights and pick-up accordingly.