

EXHIBITOR CHECK LIST

THE NATIONAL FRANCHISE SHOW

DETROIT

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	August 10, 2026	☐
• Food Sampling /Permit	August 13, 2026	☐
• Show Guide Materials (logo & ads)	August 13, 2026	☐
• Audio Visual	August 28, 2026	☐
• Booth Cleaning	August 28, 2026 (5PM EST)	☐
• Booth Install & Dismantle	August 28, 2026 (5PM EST)	☐
• Furniture / Show Decorator	August 28, 2026 (5PM EST)	☐
• Electrical	September 4, 2026	☐
• Exhibitor Badges	September 4, 2026	☐
• Telecommunications	September 4, 2026	☐
• Parking	September 8, 2026	☐
• Schedule your shipments to arrive on:	September 11, 2026	☐

Reminder

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|----------------------------|---------------|--------------------------|
| • Travel Arrangements Made | | ☐ |
| • Final Payment Due | July 14, 2026 | ☐ |

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