

EXHIBITOR CHECK LIST

THE NATIONAL FRANCHISE SHOW

ATLANTA

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	
• Food Sampling /Permit	October 15, 2026	☐
• Show Guide Materials (logo & ads)	October 15, 2026	☐
• Display Vehicle Authorization	October 15, 2026	☐
• Hotel	October 22, 2026	☐
• Electrical	November 4, 2026	☐
• Telecommunications	November 4, 2026	☐
• Audio Visual	November 6, 2026	☐
• Exhibitor Badges	November 6, 2026	☐
• Booth Cleaning	November 11, 2026	☐
• Booth Install & Dismantle	November 11, 2026	☐
• Furniture / Show Decorator	November 11, 2026	☐
• Schedule your shipments to arrive on:	November 13, 2026	☐

Reminder

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|----------------------------|----------------|--------------------------|
| • Travel Arrangements Made | | ☐ |
| • Final Payment Due | April 15, 2026 | ☐ |

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