

# Deadline Checklist



DEADLINE	ITEM	SECTION	<input checked="" type="checkbox"/>
Now	Read over the Rules & Regulations section	<a href="#">Regulations</a>	
Now	Update Company information for SAGE Mobile (Official Show Planner)	<a href="#">Exhibitor Resource Center</a>	
April 18, 2017	Deadline to order your Lead Retrieval Unit from Experient (Early Rate)	<a href="#">Additional Services</a>	
May 12, 2017	<b>First day the Advanced warehouse will accept shipments</b>	<a href="#">Shipping And Material Handling</a>	
May 22, 2017	Deadline to order additional security from ACCC	<a href="#">Additional Services</a>	
May 22, 2017	Early Rate Deadline to order booth cleaning from the ACCC	<a href="#">Additional Services</a>	
May 22, 2017	Early Rate Deadline to order electrical from the ACCC	<a href="#">Utilities</a>	
May 22, 2017	Deadline to order phone/internet service from ACCC/Smart City (For Incentive pricing orders must be received 15 days prior to move in)	<a href="#">Utilities</a>	
May 22, 2017	Early Rate Deadline to order water/plumbing from the ACCC	<a href="#">Utilities</a>	
June 1, 2017	Early Rate Deadline to order audio visual/computer from PSAV	<a href="#">Additional Services</a>	
June 5, 2017	Deadline to complete and mail in the EAC Form and Insurance to Everest	<a href="#">Exhibitor Appointed Contractor</a>	
June 5, 2017	Notify PPAI & Everest of intention to use an independent contractor	<a href="#">Decorator Information</a>	
June 5, 2017	Deadline to order any furnishings from Everest	<a href="#">Decorator Information</a>	
June 5, 2017	Deadline to order MIS Custom Rental Exhibits from Everest	<a href="#">Decorator Information</a>	
June 5, 2017	Deadline to arrange for overhead signs and banners with Everest	<a href="#">Labor</a>	
June 5, 2017	Deadline to complete the Shipping/Material Handling Form	<a href="#">Shipping And Material Handling</a>	
June 5, 2017	Deadline to order signs from Everest	<a href="#">Decorator Information</a>	
June 5, 2017	Deadline to order display labor from Everest	<a href="#">Labor</a>	
June 5, 2017	Deadline to order Fill-In Carpet (9x10 booth carpet is provided to all inline booths, 10x10 for islands & peninsulas.)	<a href="#">Decorator Information</a>	
June 5, 2017	Deadline to order floral from Everest	<a href="#">Additional Services</a>	
June 5, 2017	Deadline to upload Product Pavilion Entry Info for SAGE Mobile (Official Show Planner)	<a href="#">Exhibitor Resource Center</a>	
June 8, 2017 By 3:00pm	<b>Last day shipments are accepted at the Advanced warehouse</b>	<a href="#">Shipping/Material Handling</a>	
June 11, 2017	<b>First day shipments will be accepted on-site at ACCC</b>	<a href="#">Shipping/Material Handling</a>	