

Important Deadlines

Order Form	Deadline Date	✓
Tulip Club Nomination Form	February 13, 2012	
Show Directory Listing Form	February 24, 2012	
Booth Variance Request Form	March 1, 2012	
Sponsorship and Advertising Agreement	March 2, 2012	
Catering & Watercooler Order Form* <i>- Full Payment required</i>	45 Days in Advance	
Security Order Form	March 27, 2012	
Exhibitor Appointed Contractor Form	April 1, 2012	
Telecommunications & Internet Order Form*	April 3, 2012	
Exhibitor Badge Order Form	April 13, 2012	
Cable Order Form*	April 4, 2012	
Compressed Air, Water, Drain & Gas*	April 4, 2012	
Electrical Order Form*	April 4, 2012	
Audio Visual / Computer Rental Order Form	April 6, 2012	
Freeman - Special Signage & Standard Exhibit Package	April 6, 2012	
Freeman (All furnishings, booth package, carpet, booth labor & forklift)	April 6, 2012	
Exhibitor Badge Order Form	April 13, 2012	
Freeman - Advance Warehouse Shipping	Must arrive by April 13, 2012	
Freight Forwarder / Customs Broker	Sea: April 1, 2012 Air: April 15, 2012	
Lead Retrieval Form	April 20, 2012	
First Day to Accept Show Site Deliveries	Cannot deliver before April 20, 2012	

* Exclusive Services of the Georgia World Congress Center