

DEADLINES AND CHECKLIST

GENERAL INFORMATION

Deadlines and
Checklist

General Information

Contacts

ITEM	DUE DATE
DECEMBER	
Boat Information and Boat Display Layout	December 22
Co-Exhibitor Information	December 22
JANUARY	
Exhibitor Credentials	January 10
Liability Insurance Submission	January 10
Exhibitor Appointed Contractor (If Applicable)	January 10
FEBRUARY	
Smart City (Internet/Telcomm)	February 7
Hotel: Sheraton Atlantic City	February 8
Decorator Order Forms — Labor, Carpet, Furnishings, Hanging Signs	February 9
Hotels: Resorts Casino / Golden Nugget	February 13
AC Center Order Forms — Electrical, Cleaning, Plumbing	February 13
Sales Tax Registration Applications (For out of state exhibitors)	Prior to move-in
Be My Guest Tickets	Now Through Show