

EXHIBITOR SERVICES DEADLINE CHECKLIST

Deadline Date	Form	Submit To	Date Submitted
ASAP	Directory Information (Required)	Online Submission (thru Exhibitor Hub)	
ASAP	Exhibitor Housing Reservations	onPeak	
07/17/2025	Lead Retrieval Services Online Ordering <i>*Early Bird Rate*</i>	Maritz	
08/18/2025	EAC Forms – Online Submission Instructions	Online Submission (thru Exhibitor Hub)	
08/28/2025	Lead Retrieval Services Online Ordering <i>*Advance Rate*</i>	Martiz	
09/01/2025	Rigging Services	Encore	
09/04/2025	Freeman Services <ul style="list-style-type: none"> - Method of Payment - Exhibit Transportation Services - Outbound Shipping - Furnishings - Flooring - Scrap Removal - Event Graphics - Display Labor - Forklift Services - Electrical & Plumbing 	Freeman	
09/16/2025	Exhibitor Booth Catering Menu & Order Form	ARAMARK	
09/16/2025	Telecommunication Services	Smart City	
N/A	Official Ground Freight Carrier – Quote Request	MACC, Inc.	