

# EXHIBITOR SERVICES PROGRESS CHECKLIST

Deadline Date	Task (Click Link to Access Form)	Service Provider	Status (Click Dropdown)	Add to Calendar
<b>ASAP</b>	<a href="#">Exhibitor Hotel Reservations</a>	onPeak		
<b>02/10/2026</b>	<a href="#">Lead Retrieval Services (Early Bird Rate)</a>	Maritz		
<b>02/24/2026</b>	<a href="#">EAC Form Submission Instructions</a>	Online Submission		
<b>03/10/2026</b>	<a href="#">Lead Retrieval Services (Advance Discount Rate)</a>	Maritz		
<b>03/10/2026</b>	Advance Warehouse Freight Received	Freeman		
<b>03/12/2026</b>	<a href="#">Booth Packages</a>	Freeman		
	<a href="#">Exhibit Packages</a>			
	<a href="#">Exhibit Transportation</a>			
	<a href="#">Material Handling</a>			
	<a href="#">Machinery Handling Rates</a>			
	<a href="#">Outbound Shipping</a>			
	<a href="#">Furnishings</a>			
	<a href="#">Flooring</a>			
	<a href="#">Booth Cleaning</a>			
	<a href="#">Scrap Removal</a>			
	<a href="#">Showcases</a>			
	<a href="#">Signs &amp; Graphics</a>			
	<a href="#">Display / Forklift / Cord Labor</a>			
<a href="#">Priority Empty Container Return Labels (Limited Quantity)</a>				
<b>03/24/2026</b>	<a href="#">Electrical / Internet / Plumbing</a>	MCEC		
	<a href="#">Rigging / Hanging Signs</a>	JCALPRO		
	<a href="#">Exhibitor Booth Catering</a>	Levy Restaurants		
<b>04/02/2026</b>	Advance Warehouse Closes	Freeman		
<b>N/A</b>	<a href="#">Delta Discounted Travel Information/Reservations</a>	Delta		
<b>N/A</b>	<a href="#">Request for Quote – Official Ground Freight Carrier</a>	MACC, Inc.		
	<a href="#">Exhibitor Booth Security Services</a>	TBD		