SMART MANUFACTURING E X P E R I E N C E

EXHIBITOR SPONSOR SERVICES DEADLINE CHECKLIST

Deadline Date	Form	Return To	Date Submitted
ASAP	Directory Information (Required)	Exhibitor Dashboard	
04/11/2024	Lead Retrieval Services (Early Bird Rate)	Online thru CDS	
04/12/2024	Booth Graphics Submissions/Upload Instructions for Platinum/Gold/Silver Exhibitor Sponsors	Nicole Soto	
04/15/2024	EAC Form Submission Instructions	Exhibitor Dashboard	
04/25/2024	Lead Retrieval Services (Advance Discount Rate)	Online thru CDS	
05/06/2024	Freeman Services: Payment, Transportation/Shipping Services/Furnishings, Graphics, Display Installation/Dismantle Labor Services, Forklift/Rigging Labor Services	Freeman Online	
05/30/2024	Electrical/Plumbing/Compressed Air/Booth Cleaning	Online thru David L. Lawrence Convention Center	
05/06/2024	Exhibitor Sponsors Booth Catering Services	Levy	
05/20/2024	Telecommunication Services	Online thru showNets, LLC	
TBD	Audio Visual Services	TBD	
N/A	Official Ground Freight Carrier Information & Quote Request	MACC, Inc.	