

50 Years
CONGRESS

TRADE SHOW & CONFERENCE

1973 - 2023

Important Exhibitor Dates

DON'T MISS THESE SUPPLIER & SUBMISSION FORM DEADLINES!

✓ WHEN COMPLETED

- ☐ SEPT. 14 *PAST DUE - Final Booth Payment Due (if you have not submitted)*
- ☐ OCT. 3 *VIP Pass Codes (check your email from Conexsys Registration)*
- ☐ OCT. 31 *Move-in Form Due*
- ☐ OCT. 31 *Move-out Form Due*
- ☐ Nov. 1 *Exhibitor Badge Registrations (check your email from Conexsys)*
- ☐ Nov. 1 *Book Hotel*
- ☐ Nov. 1 *New Product Showcase Submissions Due*
- ☐ Nov. 1 *Supplementary Listings Due*
- ☐ Nov. 15 *Update Online Exhibitor Company Profile (ExpoFP)*
- ☐ Nov. 24 *ESA - Permission to Show*
- ☐ Nov. 30 *Certificate of Insurance*
- ☐ Dec. 1 *Awareness Training Certificate*
- ☐ Dec. 1 *Health & Safety Form*
- ☐ Dec. 2 *Best Promo Award*
- ☐ Dec. 15 *Stronco - Early Bird Deadline*
- ☐ Dec. 20 *TCC - Booth Services*
- ☐ Dec. 20 *CONEXSYS - Lead Retrieval Form*
- ☐ Dec. 20 *AV Canada - Audio Visual Form*
- ☐ Dec. 20 *Encore Canada (TCC) - AV Form*
- ☐ Dec. 20 *ShowTech Power & Lighting - Early Bird Deadline*
- ☐ Dec. 20 *Customs Clearance & Transportation*

OCTOBER 2022

S	M	T	W	T	F	S
25	26	27	28	29	30	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	1	2	3	4	5

NOVEMBER 2022

S	M	T	W	T	F	S
30	31	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	1	2	3

DECEMBER 2022

S	M	T	W	T	F	S
27	28	29	30	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

FORMS CAN BE FOUND AT LOCONGRESS.COM

*If you have submitted your forms already you may disregard this reminder