

PLEASE READ CAREFULLY!

Applications for Exhibit Space & Applicable Deposits

- Deposit of 50% required at time of booking to secure space
- Final payment for booth/sponsorship due by October 25, 2017

Cancellation of booth space

- On or before August 31, 2017 will receive a full refund, less \$500 non-refundable deposit
- On or before September 29, 2017 will receive 50% refund for the total paid amount
- No requests for refunds will be granted after September 29, 2017

Hotel Reservations	July 1, 2017: Reservations open November 14, 2017: Hotel Cut Off	Open
Complimentary Exhibitor Listings for Program	October 31, 2017	Open
Freeman Logistics Advanced Warehouse Date	<i>Start Date:</i> TBC <i>Deadline:</i> TBC Arrive between TBC and TBC	Open
Freeman Logistics Services	Early Bird Deadline for carpet, furniture, plants, signage and other related design elements for your booth: TBC	Open
Janitorial (Booth Cleaning)	<i>Start Date:</i> TBC <i>Deadline:</i> TBC Early bird pricing ends: TBC Regular/Onsite pricing begins: TBC	Open
Wired Internet Services	<i>Start Date:</i> TBC <i>Deadline:</i> TBC Early bird pricing ends: TBC Regular/Onsite pricing begins: TBC	Open
Hilton Services	<i>Start Date:</i> TBC <i>Deadline:</i> TBC	Open
SHOWTECH Power & Lighting	<i>Start Date:</i> TBC <i>Deadline:</i> TBC Early bird pricing ends: TBC Regular/Onsite pricing begins: TBC	Open
PSAV Audio Visual	<i>Start Date:</i> TBC <i>Deadline:</i> TBC Early bird pricing ends: TBC Regular/Onsite pricing begins: TBC	Open

DATES & DEADLINES

Certificate of Insurance	<i>Start Date:</i> June 15, 2017 <i>Deadline:</i> November 1, 2017	Open
Direct Shipment to the Hilton San Francisco Union Square	TBC *Shipments will be refused prior to AND after this date*	Open