

## **DEADLINES AND CHECKLIST**

******	I I EM	DUEDATE
A Company	JULY	
	Boat Information and Layout	July 21
PAT SHPW	Exhibitor Credentials	Due Now
	Working Exhibitor Information Form	Due Now
	Be My Guest Tickets	Due Now
	Will Call List	Due Now
	Exhibitor Liability Insurance	Due Now
General	Official Show Guide Advertisement Opportunity	Due Now
Information	Sales Tax Registration Applications (For out of state exhibitors)	Due Now
	AUGUST	
	Show Guide Information	August
Deadlines and	Tent and Flooring Order Form	August 11
Checklist	Tent Permit & Application for Temporary Structure (If ordering any Tents)	
General	Electrical Service Form	August 21
Information	Piling / Finger Removal Form	August 21
Contacts	Featured Products	August 31
Floor Plan—Land	SEPTEMBER	
Floor Plan—Water	Decorator Order Forms	September 7
Floor Plan—Tents	Hotel Accommodations—Hilton Garden Inn	September 7
	Parking Pass Form	September 8
	Live Aboard Pass—For exhibitors that will stay in their in-water boat displays	September 8
	Bruce's Flowers—Plant and Flower Order Form	September 15