

EXHIBITOR CHECK LIST

THE MONTREAL CANNABIS EXPO

Please print a copy of this checklist to assist you in planning for the Show.
If you require the following services, take advantage of **early booking discounts**,
deadlines noted below. **Please check your exhibitor manual for details.**

| | DEADLINE DATE | |
|-------------------------------------------------|---------------------------|--------------------------|
| • Hotel | August 12, 2021 | <input type="checkbox"/> |
| • Food Sampling / Permit | August 20, 2021 | <input type="checkbox"/> |
| • Internet / Telephone / WIFI | August 29, 2021 | <input type="checkbox"/> |
| • Booth Cleaning | August 29, 2021 | <input type="checkbox"/> |
| • Signage Installation | August 29, 2021 | <input type="checkbox"/> |
| • Booth Accessory Package | August 30, 2021 | <input type="checkbox"/> |
| • Show Decorator (Furniture, accessories, etc.) | August 30, 2021 | <input type="checkbox"/> |
| • Booth Installation & Dismantle | August 30, 2021 | <input type="checkbox"/> |
| • Electrical | August 30, 2021 | <input type="checkbox"/> |
| • Exhibitor Registration | September 3, 2021 | <input type="checkbox"/> |
| • Audio Visual | September 7, 2021 | <input type="checkbox"/> |
| • Plan for shipments to arrive on: | September 13, 2021 | <input type="checkbox"/> |
| <u>Reminder</u> | | |
| • Travel Arrangements Made | | <input type="checkbox"/> |
| • Final Payment Due | 60 Days Prior to the Show | <input type="checkbox"/> |

**The show is over Wednesday at 5pm. Booths may not be torn down prior to this.
Please schedule flights and pick-up accordingly.**