

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	
• Internet / Telephone	As Soon As Possible	<input type="checkbox"/>
• Audio Visual	As Soon As Possible	<input type="checkbox"/>
• Hotel	September 3, 2019	<input type="checkbox"/>
• Electrical	September 13, 2019	<input type="checkbox"/>
• Signage Installation	September 13, 2019	<input type="checkbox"/>
• Booth Accessory Package	September 13, 2019	<input type="checkbox"/>
• Show Decorator (Furniture, accessories, etc.)	September 13, 2019	<input type="checkbox"/>
• Booth Installation & Dismantle	September 13, 2019	<input type="checkbox"/>
• Exhibitor Registration	September 20, 2019	<input type="checkbox"/>
• Food Sampling /Permit	September 20, 2019	<input type="checkbox"/>
• Booth Cleaning	September 27, 2019	<input type="checkbox"/>
• Plan for shipments to arrive on:	October 2, 2019	<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 Friday at 5pm. Booths may not be torn down prior to this. Please schedule flights and pick-up accordingly.