



March 22 – 24, 2024

For all these individual forms please visit the [Exhibitor Manual](#)

DEADLINE	EXHIBITOR CHECK LIST
ASAP	Book your Hotel. Rooms are limited!
February 9, 2024	Complete the Insurance Form document (MANDATORY)
February 9, 2024	Complete the NB Occupational Health and Safety Act document (MANDATORY)
February 9, 2024	Complete the Exhibitor Appointed Contractor (MANDATORY if applicable)
February 22, 2024	Review the Fire & Emergency Rules
March 1, 2024	Order your Exhibitor badges: https://secure.masterpromotions.ca/MBSExhibitor/
March 1, 2024	Review the Contract Terms & Conditions for Exhibitors (see enclosed). Please contact Show Manager with any questions/concerns.
March 8, 2024	Pre-order deadline for Furnishing, Equipment and Electrical from Global Convention Services – Convenient Online Ordering: www.globalconvention.ca Username: mbss24 Password: 2024
March 11, 2024	Order Admit One Passes
Prior to Show	Check move-in, move-out times and show hours