



April 4 – 6, 2025

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

DEADLINE	EXHIBITOR CHECK LIST
ASAP	Book your Hotel. Rooms are limited!
March 1, 2025	Complete the Insurance Form document <b>(MANDATORY)</b>
March 1, 2025 <b>(MANDATORY)</b>	Complete the NB Occupational Health and Safety Act document
March 1, 2025	Complete the Exhibitor Appointed Contractor <b>(MANDATORY if applicable)</b>
March 7, 2025	Review the Fire & Emergency Rules
March 14, 2025	Review the Contract Terms & Conditions for Exhibitors (see enclosed). Please contact Show Manager with any questions/concerns.
March 21, 2025	Pre-order deadline for Furnishing, Equipment and Electrical from Global Convention Services
March 26, 2024	Order Admit One Passes
Prior to Show	Check move-in, move-out times and show hours