



Important Dates

Date	Task Due
August 9	<ul style="list-style-type: none"> • Deadline to submit exhibiting company contact information and 50-word product/service description online for inclusion in the onsite Program
September 27	<ul style="list-style-type: none"> • First day Advance Shipments can arrive at Warehouse • Exhibitor Appointed Contractor Notification Form/Exhibitor Appointed Contractor Insurance Certificate due to APhA and Shepard • Discount deadline for Shepard (General Service Contractor) orders- includes standard carpet orders, installation labor and standard furniture/accessory rentals, custom graphics, sign orders and custom exhibits • Discount deadline for PRG Audio Visual orders
October 1	<ul style="list-style-type: none"> • Pre-registration deadline date—register additional staff at \$425 per badge. After October 1 the rate is \$650 per badge • Giveaways, contests and drawings notification form due
October 8	<ul style="list-style-type: none"> • Deadline for housing group rate
October 18	<ul style="list-style-type: none"> • Deadline for Door Drops material receipt for inclusion in Sunday night hotel delivery • Last day Advance Shipments can arrive at the Shepard Warehouse without surcharges
October 26	First day Direct Shipments may be delivered directly to the Hilton Anatole
October 27	Exhibitor move-in: 8:00pm-5:00pm (must be done by 5:00pm)
October 27	Opening Reception in the Exposition: 6:00pm-8:00pm
October 28	Exposition open: 11:30am-2:00pm
October 29	Exposition open: 11:30am-2:00pm
October 29	Exhibitor move-out: 2:00pm-8:00pm