



**March 28 – 30, 2025**

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

<b>DEADLINE</b>	<b>EXHIBITOR CHECK LIST</b>
<b>ASAP</b>	Book your Hotel. Rooms are limited!
<b>February 1, 2025</b>	Review the Fire & Emergency Rules
<b>February 1, 2025</b>	Review the Safety Guidelines
<b>February 1, 2025</b>	Complete the Insurance Form document ( <b>MANDATORY</b> )
<b>February 1, 2025</b>	Complete the NS Occupational Health and Safety Act document ( <b>MANDATORY</b> )
<b>February 1, 2025</b>	Complete the Exhibitor Appointed Contractor ( <b>MANDATORY if applicable</b> )
<b>March 14, 2025</b>	Pre-order deadline for Furnishing, Equipment and Electrical from Global Convention Services
<b>March 17, 2025</b>	Order Admit One Passes
<b>Prior to Show</b>	Check move-in, move-out times and show hours