

Important Exhibitor Deadlines
Somerset, New Jersey
November 16-18, 2009

- June 8 Housing information e-mailed to all exhibitors
- August 1 Exhibitor Service Manual posted on EAS web site
- August 7 Invited Customer Vouchers mailed out to exhibiting companies
- September 1 Exhibitor registration begins on EAS web site
- October 1 Insurance Certificate due to EAS.
- October 1 Deadline to submit your exhibitor description for final program, on EAS web site
- October 5 Early Bird deadline to order lead retrieval equipment from CompuSystems
- October 12 Shipments may begin arriving at the MES warehouse
- October 22 Deadline to request a backwall sign
- October 30 Deadline to order furniture and carpet from MES to get the advance order discount
- November 2 Deadline to cancel lead retrieval equipment and still get a refund
- November 5 Deadline to order electric service, telephone service, banner hanging, and booth cleaning from convention center
- November 6 Deadline for advance shipments to MES without a late delivery surcharge
- November 9 Deadline for advance ordering of lead retrieval equipment from CompuSystems
- November 9 Deadline for early discount on computers/av equipment from NMR.
- November 12 Deadline to register booth personnel before the show opens
- November 15 Exhibitor registration area open from 8 a.m. to 5 p.m.
Exhibitor booth installation begins at 8 a.m. Continues until 7 p.m.

November 16 Exposition open from 9 a.m. to 4 p.m.

November 17 Exposition open from 9 a.m. to 4 p.m.

November 18 Exposition open from 9 a.m. to 4 p.m.
Dismantle begins at 4 p.m. and continues until 8 p.m.

November 19 All exposition equipment off the floor by noon.