

premiere ORLANDO

IMPORTANT INFORMATION & DATES

EXHIBITOR REGISTRATION AND CREDENTIALS

Exhibitor Credentials are provided **DIGITAL ONLY** and will be available 30 days prior to the event. Exhibitors will receive a password and link via email from [EventsPass](#).

Exhibitor credentials are to be used only by Exhibit Personnel working in the show. Quantity of credentials are distributed as follows: (5) Credentials per 10' x 10' Space

Each Exhibit Personnel must have their own Exhibitor Credential on their person or mobile device. See the Registration Assistance counter for help regarding credentials.

Starting Saturday April 1, No one will be allowed on the show floor without credentials.

MODEL REGISTRATION – Available Thirty (30) days prior to the show

Each exhibitor is allotted three (3) models/day per 10x10 booth. A **Model Procedure & Sign-up form** is required and **should be submitted by five (5) days prior to the 1st day of show.**

Contact Premiere Exhibit Services at customersupport@premiereshows.com for any model questions.

SHOW SCHEDULE

Exhibitor Move-In		Exhibitor Move-Out	
Thursday, June 1	8:00am – 5:00pm	Monday, June 5	5:30pm – 11:00pm
Friday, June 2	8:00am – 5:00pm	Tuesday, June 6	8:00am - 1:00pm
Saturday, June 3	9:00am – 5:00pm		
Exhibit Hours			
	Sunday, June 4	9:00am – 6:30pm	
	Monday, June 5	9:00am – 5:00pm	

START DATES & DEADLINES

May 2nd | Advanced Shipment Warehouse Receiving **Start** | Exhibitor Shipping | Connect to [Freeman](#)

May 3rd | Last day for Early Order Pricing | Audio Visual Rentals | Connect to [AVP Nationwide Productions](#)

May 4th | Incentive Rates End | Decorator Services (tables, chairs, labor, stages, etc.) | Connect to [Freeman](#)

May 5th | Submission Due Date | General Liability insurance with at least \$1,000,000 per occurrence, \$2,000,000 general and naming Informa Markets dba Premiere Show Group, Anaheim Convention Center and GES as additionally insured. | Submit Certificate of Insurance to customerservice@premiereshows.com

Exhibitors needing a COI can Connect to [Exhibitor Insurance](#) (Recommended Provider)

May 5th | Last day to submit | Hanging Sign Approval Request | connect to customersupport@premiereshows.com

May 5th | Last Day for Discount Rates | Floral | Connect to [Floral Expositions](#)

May 9th | Last Day for Incentive Rates | Booth Catering | Connect to [Centerplate](#)

May 9th | Last Day for Incentive Rates | Internet / Phone / TV Services | Connect to [Smart City](#)

May 9th | Last day for Incentive Rates | Utilities (Electrical, Plumbing, Air), & Aerial Rigging | Connect to [OCCC](#)

May 25th | Advanced Shipment Warehouse Receiving **End** | Exhibitor Shipping | Connect to [Freeman](#)

June 1st | On-Site Shipping Starts | Exhibitor Shipping | Connect to [Freeman](#)