



16CHECKLIST



DEADLINE

Booth Space Payment Deadline is: November 1, 2022

CREDENTIALS, INSURANCE & TICKETS

- | | |
|--|-------------------|
| <input type="checkbox"/> Certificate of Liability Insurance | December 15, 2022 |
| <input type="checkbox"/> Exhibitor Credentials & Show Guide Listing Order Form | January 16, 2023 |
| <input type="checkbox"/> Exhibitor Credential Order Form - Working Dealers | January 16, 2023 |
| <input type="checkbox"/> Exhibitor Guest Ticket Order Form | January 18, 2023 |

ADVERTISING & PROMOTION

- | | |
|--|------------------|
| <input type="checkbox"/> Official Show Guide Ads – Kerrwil Media Limited | January 3, 2023 |
| <input type="checkbox"/> Boat Listing – Search Boats on Display – Boatdealers.ca | January 5, 2023 |
| <input type="checkbox"/> New Products Submissions Form | January 11, 2023 |

BOAT & BOOTH EXHIBITORS

- | | |
|---|-------------------|
| <input type="checkbox"/> Boat & Equipment Handling Order Form | December 15, 2022 |
| <input type="checkbox"/> Exhibit Dimensions & Layout To Scale | December 15, 2022 |
| <input type="checkbox"/> Crane Request Order Form | December 15, 2022 |

SERVICE ORDER FORMS & HOTEL

- | | |
|---|------------------|
| <input type="checkbox"/> BC Place – Services Order Form | January 18, 2023 |
| <input type="checkbox"/> Levy Show Services Order Form | A.S.A.P. |
| <input type="checkbox"/> Hotel Arrangements | January 6, 2023 |