

EXHIBITOR CHECK LIST

Rock 'n' Roll Los Angeles Health & Fitness Expo

CHECKLIST	RETURN BY	PENALTY	RETURN TO
Booth Payment in Full	A.S.A.P.	Required to exhibit	Competitor Group, Inc.
Certificate of Insurance <i>Naming Competitor Group, Inc. as additional insured</i>	A.S.A.P.	Required to exhibit	Competitor Group, Inc. Max Little (mlittle@competitorgroup.com)
Sampling Authorization Form	13-Oct	Unable to sample food/beverage	Levy
Health Permit Application & Fee	6-Oct	Unable to sample food/beverage	Competitor Group, Inc. Max Little (mlittle@competitorgroup.com)
Electric Service	6-Oct	Loss of pre-show discount	LACC@edlen.com
Internet Service	6-Oct	Loss of pre-show discount	Smart City
Optional Furniture & Accessories	13-Oct	Loss of pre-show discount	XPERT
XPERT Labor Orders	13-Oct	NA	XPERT
Booth Cleaning & Porter Service <i>Porter Service is required to sample food or beverages, and for companies generating large amounts of trash.</i>	13-Oct	NA	XPERT
Expo Freight Arrival Schedule: <i>Freight Shipped to Warehouse</i> <i>Freight Shipped to Show</i> <i>Returning Freight</i>	20-Oct 26-Oct 28-Oct	Late to warehouse fee Returned to shipper Lost décor/merchandise	XPERT or your own shipper
Exhibitor Agreement (Contract)	N/A	Required to exhibit	Signed at Expo <i>Advance copy available on request.</i>