

EXHIBITOR CHECK LIST

2018 Rock 'n' Roll Denver Health & Fitness Expo

CHECKLIST	RETURN BY	PENALTY	RETURN TO
Booth Payment in Full	A.S.A.P.	Required to exhibit	IRONMAN
Certificate of Insurance <i>Exhibitor agrees to maintain Comprehensive Liability Insurance with coverage of at least one million dollars (\$1,000,000.00) and to name Competitor Group, Inc. as an additional insured to the policy.</i>	A.S.A.P.	Required to exhibit	IRONMAN Ryan Davis(Ryan.Davis@IRONMAN.COM)
Internet Service	October 5th	N/A	Order wireless onsite
Electric Service	October 5th	Loss of pre-show discount	Joe Lynch Electric Company
Optional Furniture & Accessories	September 17th	Loss of pre-show discount	The Expo Group(Formally Known as Xpert)
Xpert Exhibits Labor Orders	September 17th	Loss of pre-show discount	The Expo Group(Formally Known as Xpert)
Booth Cleaning & Porter Service <i>Porter Service is required to sample food or beverages, and for companies generating large amounts of trash.</i>	September 17th	Loss of pre-show discount	The Expo Group(Formally Known as Xpert)
Expo Freight Arrival Schedule: <i>Freight Shipped to Warehouse</i> <i>Freight Shipped to Show</i> <i>Returning Freight</i>	September 13th	Late to warehouse fee Returned to shipper Lost décor/merchandise	The Expo Group(Formally Known as Xpert)