**IMPORTANT DATES and TIMES**

**EXHIBIT SCHEDULE**
- **THURSDAY, OCTOBER 24**
  10:00 am – 6:00 pm
- **FRIDAY, OCTOBER 25**
  9:00 am – 5:00 pm

**EXHIBIT SET UP**
- **TUESDAY, OCTOBER 22**
  8:00 am – 4:00 pm
  Large booths 20’x20’ or bigger
- **WEDNESDAY, OCTOBER 23**
  8:00 am – 4:00 pm
  All booth sizes
  *Booth set up must be complete by 7:00 am Thursday*

**EXHIBIT DISMANTLE**
- **FRIDAY, OCTOBER 25**
  Exhibit Hall is open until 5:00 pm
  Dismantle can begin after last break ends at 3:30 pm
  6:15 pm – 11:00 pm – GES will bring out empties after final poster tour
- **SATURDAY, OCTOBER 26**
  10:00 am – 2:00 pm

**EXHIBIT HALL HOURS**

<table>
<thead>
<tr>
<th>DATE</th>
<th>HOURS OPEN</th>
<th>UNOPPOSED TIME TO VISIT EXHIBITS</th>
<th>LUNCH BREAK &amp; TIME TO VISIT EXHIBITS</th>
<th>UNOPPOSED TIME TO VISIT EXHIBITS</th>
<th>OTHER</th>
</tr>
</thead>
<tbody>
<tr>
<td>BADGE PICK UP WEDNESDAY - FRIDAY 6:30 AM–5:00 PM / SATURDAY 6:30 AM–1:00 PM</td>
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</tr>
<tr>
<td>THURSDAY, OCTOBER 24</td>
<td>10:00 am–6:00 pm</td>
<td>10:15 am–10:45 am</td>
<td>12:00 pm–1:00 pm</td>
<td>3:00 pm–3:20 pm</td>
<td>5:00 pm–6:00 pm Exhibitors’ Reception</td>
</tr>
<tr>
<td>FRIDAY, OCTOBER 25</td>
<td>9:00 am–5:00 pm</td>
<td>10:00 am–10:30 am</td>
<td>12:35 pm–1:35 pm</td>
<td>2:50 pm–3:20 pm</td>
<td>5:40 pm–6:20 pm Video/Poster Tour</td>
</tr>
</tbody>
</table>

**IMPORTANT DATES**
- **MID-MARCH**
  Booth and Sponsorship Sales Opens
- **APRIL 10**
  Housing Opens
- **JUNE**
  GES Service Kits Available
- **JULY 31**
  Deadline to commit to Surgical Suite
- **AUGUST 22**
  Rooming List Due
- **SEPTEMBER 23**
  Early Bird Pricing Deadline
- **SEPTEMBER 24**
  Booth Order Forms due to GES to receive Discounted Rates

**PAYMENT AND CANCELLATION DATES**
- **AUGUST 31**
  Full payment due for booth and sponsorship fees
- **THROUGH AUGUST 31**
  Full refund of fees paid
- **SEPTEMBER 1-SEPTEMBER 24**
  50% booth fees refunded
- **SEPTEMBER 25**
  OTA retains 100% of exhibit space fees

*Dates and times subject to change*