



NRF PROTECT

RETAIL'S LOSS PREVENTION AND CYBER RISK EVENT

JUNE 11-13, 2019 > ANAHEIM, CA

IMPORTANT DEADLINES

Contact vendors directly with questions concerning services, deadlines and/or forms.

DUE DATE	SERVICE FORMS	VENDOR
APRIL		
April 15	Island Booth Layout Due to Anna Fassano – anna_fassano@afassanoco.com (this only applies to exhibitors with island booths)	NRF
April 17	Lead Retrieval Equipment Orders Due (Pre-Show/Discounted Rates)	Experient
MAY		
May 7	Exhibitor Product Categories selected in Exhibitor Resource Center	NRF
May 13	<ul style="list-style-type: none"> • Accessible Storage • Audio Visual & Computer Equipment • Catering Orders Due • Cleaning Services • Custom Furniture • EAC Requirements – (if applicable) • Exhibitor Data • Exhibitor Supervised Labor • Floral • Furniture & Accessories • Lift Equipment & Labor • Material Handling Rates • Modular Rental Exhibits and Accessories • Network & Telecommunications Services • Order Summary • Payment Options • Shipping Data • Signs • Suspended Sign Labor/Assembly • TEG Supervised Labor Carpet • Terms & Conditions • Third Party Authorization • Utility Services – Electrical, Water Services 	The Expo Group
May 13	Certificate of insurance Due	NRF
May 17	Off-Site Event & Meeting Request Form Due	MCI USA
May 20	Hotel Reservations Deadline - Discounted Rate Deadline	MCI USA



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May 27	Advance Warehouse closed for Memorial Day	The Expo Group
May 27	Security Orders Due (Discounted Rate)	Anaheim Convention Center
JUNE		
June 1	Non-EXPO Hall Hour Pass Requests Due	NRF
June 7	Final Date Advance Shipments Accepted at Warehouse	The Expo Group
June 10 & 11	Direct Shipments to Show Site will be Accepted	The Expo Group
JULY		
July 13	Submit Post-Show Attendee List Useage Agreement Form	NRF