

Deadlines

December 2025

- 10** Last day to cancel space with \$200 administrative fee withheld

February 2026

Online Service Kit available

- 5** Full booth payment due
- 5** Last day to cancel space with 25% of booth cost retained
- 5** Deadline to submit ExpoEd application and Session Information
- 5** Deadline to submit Sunrise Session application before rates increase
- 6** Cancellations or requests for reduction of space received on or after this date will not be issued refunds
- 25** Deadline to enter ExpoGuide description and product categories

April 2026

- 8** Exhibitor hotel block requests/room list and deposit due to the AACN Housing Bureau
- 9** Private Activity Request due to AACN
- 10** Mailing Label order form, License Agreement and Mail House Agreement due to AACN
- 15** Hotel cancellation deadline — Exhibitors that cancel room reservations after this date will forfeit their first night's room and tax deposit for each room canceled
- 30** Exhibitor-Appointed Contractors Notification due to AACN
- 30** Insurance certificates due to AACN

May 2026

- 16** Exhibit installation begins at 8 a.m.
- 18** Exhibit installation to be completed by 5 p.m.
- 19** Official opening of the Exhibit Hall at 10:15 a.m.
- 20** Official closing of the Exhibit Hall at 3 p.m.
- 21** Exhibits and all materials must be removed from Exhibit Hall by 5 p.m.