

IMPORTANT INFORMATION & DATES

EXHIBITOR REGISTRATION AND CREDENTIALS

Each Exhibit Personnel must have their own badge and are to be used only by Exhibit Personnel working in the show. Quantity of credentials are distributed as follows: (5) Credentials per 10' x 10' Space.

REGISTERING BOOTH STAFF:

Exhibitor registration will open approximately 30 days before the event. You will receive an email from premiere@compusystems.com when registration is live.

Add premiere@compusystems.com to your email whitelist to ensure you receive the registration notification without any issues.

MODEL REGISTRATION:

Each exhibitor is allotted three (3) models/day per 10x10 space. A Model Procedure & Sign-up form is required and should be submitted to the Exhibitor & Model Assistance Counter located at Registration Level 1 B Lobby. Registration is open during non-target Exhibitor Move-in and Exhibit hours.

Contact Premiere at customerservice@premiereshows.com for any model questions.

IMPORTANT UPDATE: Premiere requires printed badges for all attendees and exhibitors. Please ensure you allocate time for all staff to print and pick up their badges on-site. A printed badge will be required for setup and to enter the show floor on event days.

BADGE PICK UP ASSISTANCE HOURS

Thursday, May 28	8:00am – 5:00pm
Friday, May 29	8:00am – 5:00pm
Saturday, May 30	8:00am – 6:00pm
Sunday, May 31	6:00am – 6:00pm
Monday, June 1	6:00am – 5:00pm

SHOW SCHEDULE

EXHIBITOR MOVE-IN

Thursday, May 28	8:00am – 5:00pm
Friday, May 29	8:00am – 5:00pm
Saturday, May 30	8:00am – 5:00pm

EXHIBIT HOURS

Sunday, May 31	9:00am – 6:00pm
Monday, June 1	9:00am – 5:00pm

EXHIBITOR MOVE-OUT

Monday, June 1	5:00pm – 11:00pm
* POV access starting at 6:00pm	
Tuesday, June 2	8:00am - 1:00pm



START DATES & DEADLINES W/ CONTACT LINKS

APRIL 28

- ✦ Incentive Rates End | Decorator Services (tables, chairs, labor, flooring, etc.)
Connect to Freeman

APRIL 29

- ✦ Advanced Shipment Warehouse Receiving Start | Exhibitor Shipping
Connect to Freeman

APRIL 30

SUBMISSION DUE DATE

- ✦ General Liability insurance with at least \$1,000,000 per occurrence, \$2,000,000 general and naming Informa Markets, USA Beauty LLC dba Premiere Show Group, Orange County Convention Center and FREEMAN as additionally insured.
 - ✦ Submit Certificate of Insurance to **Exhibitor Insurance**
 - ✦ Exhibitors needing a COI can Connect to **Exhibitor Insurance** (Recommended Provider)
- ✦ Last Day for Discount Rates | Floral
Connect to Floral Expositions
- ✦ Last day for Early Order Pricing | Audio Visual – Exhibit Booth & Rentals
Connect to AVP Nationwide Productions

MAY 5

- ✦ Last Day for Incentive Rates | Internet / Phone / TV Services
Connect to Smart City
- ✦ Last day for Incentive Rates | Utilities (Electrical, Plumbing, Air), & Aerial Rigging
Connect to OCCC

MAY 15

- ✦ Last Day for Incentive Rates | Booth Catering
Connect to Sodexo, Formerly Centerplate

MAY 20

- ✦ Advanced Shipment Warehouse Receiving End | Exhibitor Shipping
Connect to Freeman

MAY 28

- ✦ On-Site Shipping Starts | Exhibitor Shipping
Connect to Freeman