

GRAPHICS | PRO | EXPO

DISCOUNT DEADLINES

IRVING, TX • MARCH 9-10, 2023 • EDUCATION STARTS MARCH 8

What's Due - AGS Expo Services

Deadline	Action	Due Date
Exhibitor Appointed Contractor (EAC) Submit the Notification of Intent and Certificate of Insurance	More Information	2/6/2023
Carpet, Chairs, Tables & Accessories	Order Form	2/20/2023
Forklift & Display Labor	Order Form	2/20/2023

What's Due - Convention Center

Deadline	Action	Due Date
Power, Electric & Utility	Order Form - Link	2/28/2023
Internet & WiFi	Order Form - Link	2/28/2023
Sign Hanging / Rigging	Order Form	2/23/2023

What's Due - MGL Management

Deadline	Action	Due Date
Lead Retrieval	Order Form	2/10/2023

What's Due - ABF and/or Other Carriers

Deadline	Action	Due Date
Shipments to Advance Warehouse Advanced deliveries accepted between: <ul style="list-style-type: none">2/1/2023 - 2/27/2023, 8 a.m. - 4:30 p.m. Monday through Friday Any shipments received after the advanced receiving deadline or during the event will be assessed a late fee and redirected to the exhibit site. *Ship to the advanced warehouse via ABF and receive the lower Direct freight rate!	Shipping Label	2/27/2023
Shipments Direct to Show Site Deliveries accepted: <ul style="list-style-type: none">Tuesday, March 7, 2023 - from 1-5 p.m.Wednesday, March 8, 2023 - from 8 a.m. - 5 p.m. All booths must be set by 5 p.m. on Wednesday, March 8, 2023	Shipping Label	3/8/2023