

Frontiers in Optics +
Laser Science

Important Dates Checklist

| Important Date | Deadline Type | Supplier |
|----------------|--|---------------------------------------|
| 12-Aug | First Day: Shipments will be accepted at the Advance Warehouse | Great Lakes Expo Services |
| 1-Sep | Hotel Reservation Deadline: for booking new reservations or changing existing reservations online | Show Management |
| 1-Sep | Due: Exhibitor Appointed Contract Notification of Intent form | Show Management |
| 1-Sep | DUE: Conference App and Online Listing Form - MYS Complete Your Profile | Show Management |
| 1-Sep | Due: Exhibitor Island Booth Review | Show Management |
| 4-Sep | Discount Deadline: Telephone/Internet, Electric | Rochester Riverside Convention Center |
| TBD | Discount Deadline: Booth Food and Beverage orders | Riverside Catering |
| 4-Sep | Due: Exhibitor Appointed Contractor (EAC) Notification Form | Show Management |
| 4-Sep | Deadline: Special Access Authorization | Show Management |
| TBD | Deadline: Exhibitor Food / Beverage orders | Riverside Catering |
| 11-Sep | Due: Certificates of Insurance Due from EACs | Show Management |
| 11-Sep | Deadline: Exhibitor Advance Registration | Show Management |
| 11-Sep | Deadline: Exhibitor Standard Registration | Show Management |
| 16-Sep | Advance Discount Deadline: Great Lakes Expo Services Orders (Furniture/Accessories, Labor) | Great Lakes Expo Services |
| 16-Sep | Last Day: Shipments will be received at the Advance Warehouse without additional charges | Great Lakes Expo Services |
| 27-Sep | Exhibitor Move-in: 12:00 – 16:30 | All |
| 27-Sep | Exhibitor Move-in: 08:00 – 16:30 | All |
| 30-Sep | Exhibitor Move-out: 15:31 - 20:00 | All |