

# EXHIBITOR CHECK LIST

## T.O Food & Drink Fest

Please print a copy of this checklist to assist you in planning for the Show. If you require the following services, take advantage of **early booking discounts**, deadlines noted below. **Please check your exhibitor manual for details.**

	<b>DEADLINE DATE</b>	
• <b>Food Sampling &amp; Selling Public Health Application</b>	March 19, 2026	<input type="checkbox"/>
• <b>Liquor Sampling &amp; Selling Public Health Application</b>	March 19, 2026	<input type="checkbox"/>
• <b>Fire Safety Approval Application (ALL EXHIBITORS)</b>	March 19, 2026	<input type="checkbox"/>
• <b>Food Truck Approval Application</b>	March 19, 2026	<input type="checkbox"/>
• Book Hotel	March 16, 2026	<input type="checkbox"/>
• Order Electrical	March 26, 2026	<input type="checkbox"/>
• Order Ice	March 26, 2026	<input type="checkbox"/>
• Order Refrigeration & Freezer Space	March 26, 2026	<input type="checkbox"/>
• Order Wi-Fi Internet	April 2, 2026	<input type="checkbox"/>
• Order Booth Accessory Package	April 2, 2026	<input type="checkbox"/>
• Order Booth Cleaning (garbage removal, vacuuming)	April 2, 2026	<input type="checkbox"/>
• Order your PREPAID Discounted Parking Passs	April 2, 2026	<input type="checkbox"/>
• Show Decorator (Furniture, accessories, etc.)	April 8, 2026	<input type="checkbox"/>
• Order Booth Install & Dismantle Service	April 8, 2026	<input type="checkbox"/>
• Order Audio-visual Service	April 10, 2026	<input type="checkbox"/>
• Plan for shipments to arrive on:	April 16, 2026	<input type="checkbox"/>

**Reminder**

- |                            |                           |
|----------------------------|---------------------------|
| • Travel Arrangements Made | February 17, 2026         |
| • Final Payment Due        | 60 Days Prior to the Show |

**The show is over on Sunday at 6pm. Booths may not be torn down prior this time. Please schedule flights and pick-up accordingly.**