

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.**

	DEADLINE DATE	
• Food Sampling & Selling Public Health Application	March 19, 2026	<input type="checkbox"/>
• Liquor Sampling & Selling Public Health Application	March 19, 2026	<input type="checkbox"/>
• Fire Safety Approval Application (ALL EXHIBITORS)	March 19, 2026	<input type="checkbox"/>
• Food Truck Approval Application	March 19, 2026	<input type="checkbox"/>
• Book Hotel	March 16, 2026	<input type="checkbox"/>
• Order Electrical	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"/>
• Order Refrigeration & Freezer Space	April 3, 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"/>
• Order Ice	April 10, 2026	<input type="checkbox"/>
• Plan for shipments to arrive on:	April 16, 2026	<input type="checkbox"/>
<u>Reminder</u>		
• 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.**