

## EXHIBITOR MANUAL SUMMARY

### QUICK LINKS

There are many contractors for [TIDES 2025](#) please see a breakdown with links of where to go for relevant information:

- [GES](#)- Ordering booth items and organize shipping
- [Metro Multimedia](#) – Ordering additional Audio/Visual Services
- [Encore](#)– Ordering further electrical
- [A2Z](#)– Floorplan of exhibit hall Informa
- [Accommodations](#) – Book your stay

### DEADLINES TO MAKE NOTE OF:

Due Date		Link to Submit
<b>Immediately</b>	Company Logo in EPS format	Send to <a href="mailto:Kristin.Wittreich@informa.com">Kristin.Wittreich@informa.com</a>
<b>Immediately</b>	Review Event Schedule & Exhibitor Manual	<a href="#">Exhibitor Manual</a>
<b>April 7<sup>th</sup></b>	Height Variance Form <i>(if applicable)</i>	<a href="#">Return to Show Management</a>
<b>April 15<sup>th</sup></b>	Advance Shipments to Warehouse Begins	<a href="#">GES</a>
<b>April 18<sup>th</sup></b>	Exhibitor Appointed Contractor Form	<a href="#">GES</a>
<b>April 21<sup>st</sup></b>	Certificate of Insurance <i>(required)</i>	<a href="#">Return to Show Management</a>
<b>April 28<sup>th</sup></b>	Furnishings/Cleaning	<a href="#">GES</a>
<b>May 2<sup>nd</sup></b>	Audio & Visual Rentals	<a href="#">Metro Multimedia</a>
<b>May 2<sup>nd</sup></b>	Electrical	<a href="#">Encore</a>
<b>May 2<sup>nd</sup></b>	Internet/Telephone/Cable	<a href="#">Single Digits</a>
<b>May 5<sup>th</sup></b>	Registration Deadline	<b>Visit Connect (individual link will be emailed)</b>
<b>May 14<sup>th</sup></b>	Last Day for Advance Shipments to Warehouse	<a href="#">GES</a>