

# EXHIBITOR CHECKLIST

**PRI SHOW**  
DECEMBER 12-14, 2024 | INDIANAPOLIS

Use this helpful list to keep track of important deadlines.

## **SEPTEMBER 4**

- Final Booth Space Payment

## **SEPTEMBER 24**

- PRI November Show Issue Exhibitor Listing

## **OCTOBER 9**

- Lead Retrieval “Early Bird Pricing”

## **OCTOBER 25**

- Lead Retrieval “Advanced Pricing”

## **NOVEMBER 15**

- Fern “Early Bird Pricing” for Carpet, Chairs, Tables, etc.
- Exhibitor Credentials (to be mailed in advance)
- Meeting Room Requests
- Peninsula Booth Diagrams
- Trailer & Rig Parking Pass
- Exhibitor Insurance Forms

## **NOVEMBER 27**

- Electrical & Utilities “Early Bird Pricing”