



**CELEBRATE
THE PAST-**

**INVENT
THE FUTURE**

DIA 2014 50TH ANNUAL MEETING
JUNE 15-19 | SAN DIEGO, CA



Deadline Checklist

- ☐ April 16, 2014
Wednesday Tier 1 early-bird price deadline for [lead retireval](#) (*Experient*)
- ☐ April 22, 2014
Tuesday Company summary and services information to be included in the DIA 2014 50th Annual Meeting final program due to *J. Spargo & Associates*
Log into http://events.jspargo.com/dia14/public/e_Login.aspx
- ☐ May 9, 2014
Friday [Exhibit Personnel Registrations](#) due to *DIA* in order to be included in the printed Advance Registration Attendee List.
- ☐ May 15, 2014
Thursday [EAC Notification](#) form due to *DIA*.
- ☐ May 16, 2014
Friday Tier 2 early-bird price deadline for [lead retireval](#) (*Experient*)
- ☐ May 22, 2014
Thursday [Freeman](#) discount price deadline (furnishings, carpeting, graphics, labor, booth cleaning, rigging, electrical)
- ☐ May 23, 2014
Friday [Catering](#) order form due to *Centerplate/San Diego Convention Center Catering Department*
- ☐ May 29, 2014
Thursday [Internet / Telephone](#) incentive order deadline (*Smart City*)
- ☐ June 4, 2014
Wednesday Last day for Advance Freight shipments to arrive at the warehouse without a surcharge
- ☐ June 6, 2014
Friday [Audio/visual](#) order deadline (*AV Concepts*)
- ☐ June 14, 2014
Saturday Direct shipments to exhibit site may begin arriving at 9:00AM
- ☐ June 16, 2014
Monday ALL EXHIBITS MUST BE SET BY 8:00AM; EXHIBITS OPEN AT 9:30AM
- ☐ June 18, 2014
Wednesday ALL EXHIBITOR MATERIALS MUST BE REMOVED BY 10:00PM