



July 14-17, 2024

McCormick Place, Chicago, IL

Exhibitor 2024 Deadlines

Full Booth Payment	Thursday, February 1, 2024
Exhibitor Housing Opens for All Exhibitors.....	Friday, March 1, 2024
Exhibitor Registration Opens	Friday, March 1, 2024
Exhibitor Service Kit Available	Friday, March 1, 2024
Expo Only Pass Available to Exhibitors	Friday, March 1, 2024
Free Exposure in Food Tech Magazine May Pre-show issue submission deadline	Thursday, April 4, 2024
Island Booth Layouts.....	Wednesday, April 10, 2024
EAC (Exhibitor Appointed Contractors) Registration available online	Wednesday, April 17, 2024
Deadline to submit a sub-block request	Friday, April 19, 2024
Directory Listing Submission Deadline (via Exhibitor Portal)	Wednesday, May 1, 2024
Shared Exhibitor Form Due (\$250 fee per shared company)	Wednesday, May 1, 2024
Meeting Room Reservation Deadline/Cancellation	Wednesday, May 1, 2024
Exhibitor Housing List Due.....	Wednesday, May 22, 2024
Lead Retrieval Deadline for 2nd tier rate discount	Tuesday, May 7, 2024
Lead Retrieval Deadline 3rd tier rates begin	Wednesday, May 8, 2024
Fun Run Sponsorship Form	TBD
First Day for Receipt of Advanced Warehouse Shipment.....	Tuesday, June 11, 2024
Freeman Audio Visual Order Form Due for Discount Rate	Thursday, June 13, 2024
Freeman Order Forms Due for Discounted Rates	Thursday, June 13, 2024
Exhibitors Must Notify IFT in writing if using a contractor. EAC Form on file	Monday, June 17, 2024
COI must be received.....	Monday, June 17, 2024
Floral Orders.....	Monday, June 24, 2024
Last day to submit changes or cancellations through IFT Housing	Wednesday, June 19, 2024
Convention Center Show Services/ Services Ordering Advanced Pricing Deadline	Monday, June 24, 2024
Advanced Warehouse Receiving Deadline	Thursday, July 4, 2024
Lowe Refrigeration Order Form Deadline	Sunday, June 30, 2024
Direct Shipping Accepted.....	xxxxxx
Exhibitor Move-In Begins	Thursday, July 11, 2024
Exhibitor Move-In.....	Thursday, July 11, 2024
2024 Request a Block Opens.....	Saturday, July 13, 2024
Exhibitor Move-In.....	Saturday, July 13, 2024
EXPO HALL OPEN: First Day.....	Monday, July 15, 2024
EXPO HALL OPEN: Second Day	Tuesday, July 16, 2024
EXPO HALL OPEN: Third Day	Wednesday, July 17, 2024
Exhibitor Move-Out Begins.....	Wednesday, July 17, 2024
Exhibitor Move-Out	Thursday, July 18, 2024
Exhibitor Move-Out	Friday, July 19, 2024