Important Dates and Deadlines for Pittcon 2020

MAY 2019:
- Tues., May 21, 2019 - 2:00 PM – 3:00 PM
  - Exhibitor’s Webinar – Information regarding exhibiting Pittcon 2020

JUNE 2019:
- Mon., June 3, 2019
  - Booth Space signup’s begin on-line

AUGUST 2019:
- Mon., August 5, 2019
  - Booth assignments begin in seniority order for companies 800 sq. ft. or more
- Mon., August 12, 2019
  - Booth assignments begin in seniority order for companies under 800 sq. ft.

SEPTEMBER 2019:
- Tues., September 3, 2019
  - Lab Gauntlet sign-ups are open
  - Demo Zone sign-ups are open

OCTOBER 2019:
- Thurs., October 17, 2019
  - Registration Webinar – Information regarding the registration process for Pittcon 2020
- Thurs., October 31, 2019
  - Booth assignments emailed to exhibitors

NOVEMBER 2019:
- Fri., November 1, 2019
  - Exhibitor Service Manual is online
- Mon., November 4, 2019
  - Registration Opens
- Tues., November 5, 2019
  - Exhibitor’s Webinar – I got my booth number…Now what?
- Mon., November 11, 2019
  - Balance of booth space payments due

JANUARY 2020:
- Mon., January 6, 2020
  - Exhibitor Appointed Contractor form due
  - Hanging banner, specialized lighting and exhibit drawings are due to The Pittsburgh Conference for approval
  - Certificate of Insurance or signed Waiver & Release due to The Pittsburgh Conference
  - Deadline for reserving Lab Gauntlet and Demo Zone space
FEBRUARY 2020:
- **Thurs., February 6, 2020**
  - GES advance discount pricing deadline on carpet, furniture, electric, etc.
  - Last day for on-line advanced discount rate on Air & Water Services provided by McCormick Place
  - Last day for on-line advanced discount rate on Internet &Telephone Services provided by McCormick Place
- **Thurs., February 20, 2020**
  - Last day that items can be received at the GES Advance Warehouse
- **Wed., February 26, 2020**
  - GES standard pricing deadline
- **Thurs., February 27, 2020**
  - Exhibitor move-in begins
  - First day items can be received at McCormick Place - West
  - GES on-site pricing begins
- **Sat., February 29, 2020**
  - Exhibitor Registration opens – badge pick up only
  - Short Courses open

MARCH 2020:
- **Sun., March 1, 2020**
  - Technical Program open
- **Tues., March 3, 2020**
  - Exhibits Open – 9:00 AM
- **Thurs., March 5, 2020**
  - Exhibitor’s Meeting – 11:30 AM-1:00 PM
  - Exposition closes – 5:00 PM – 8:00 PM (Move Out starts at the Break of Show)
    - Your outbound material handling forms must be turned in and your outside carrier checked into the Marshalling Yard before 8:00 PM.
- **Fri. March 6, 2020**
  - Move Out continues – 8:00 AM – 2:00 PM
    - Carriers MUST be checked in by 12:00 PM
    - All exhibitor materials must be removed by 2:00 PM