



## UPCOMING DEADLINES

<b>April 19</b>	Booth catering sampling authorization and waiver due to Sodexo
<b>April 24</b>	Deadline to submit Exhibitor Appointed Contractor (EAC) application and Contractor Liability/Compensation Insurance to EACA
<b>April 25</b>	Registration cancellation deadline
<b>April 29</b>	<ul style="list-style-type: none"><li>– Freeman warehouse opens</li><li>– Rooming list deadline for housing</li></ul> <i>All hotel rooms reservations must have names assigned with Maritz Global Events</i>
<b>May 1</b>	<ul style="list-style-type: none"><li>– Deadline for BIO Member Freeman discounts</li><li>– Advanced Partnering &amp; Know Before You Go webinar</li><li>– <b>Online and advance Freeman discount price deadline</b></li><li>– Deadline for in-booth events &amp; Exhibitor Hospitality Reception applications</li><li>– Deadline to submit exhibitor food and beverage orders to Sodexo Live!</li></ul>
<b>May 2</b>	Deadline to submit drawings for display approval
<b>May 3</b>	Deadline to secure advertising space in the BIO Events mobile app <i>See additional digital advertising opportunities via the Exhibitor Services Kit</i>
<b>May 5</b>	Advance order deadline for Projection Presentation Technology for Audio Visual, Computer Data and Video Display Services
<b>May 6</b>	<ul style="list-style-type: none"><li>– Deadline for advanced rate for lead retrieval from Maritz Global Events</li><li>– Last day to submit <b>new</b> hotel reservations through Maritz Global Events</li></ul>
<b>May 13</b>	Deadline for early incentive rate for exhibitor internet & telecom services
<b>May 14</b>	Last day to receive advanced rate for exhibitor booth cleaning services
<b>May 15</b>	Deadline to submit <b>exhibitor profiles</b> (through MapYourShow) to be included in the BIO Events mobile app
<b>May 27</b>	Freeman and BIO offices closed (including Freeman's warehouse)
<b>May 29</b>	Freeman will receive shipments at the San Diego Convention Center

[GO TO EXHIBITOR DASHBOARD](#)

**YOUR EXHIBITOR ID:**

**YOUR PASSWORD:**

## Don't Miss Our Next Webinar:

### BIO 2024 Advanced Partnering & Know Before You Go

May 1 | 1:00 pm ET / 10:00 am PT | Zoom

Prepare for your onsite experience at BIO 2024 with our VP of Partnering and Manager of Exhibit Sales & Systems. Tune in for important and practical onsite information, as well as further instruction on how to more effectively use advanced features of the BIO One-on-One Partnering™ system.

[REGISTER FOR THE WEBINAR](#)

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## COUNTDOWN TO CONVENTION:

**43 DAYS AWAY**

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**Thank you for being a BIO 2024 exhibitor!**

If you need assistance or have questions, please email us at [exhibit@bio.org](mailto:exhibit@bio.org).

