



JUNE 12-14 2019 · ORLANDO, FL

IMPORTANT DEADLINES FOR INFOCOMM 2019

PAYMENT DEADLINES

August 17, 2018	50% deposit of the total cost of the exhibit space
October 19, 2018	25% payment is due (cumulative payment of 75%)
January 11, 2019	Final 25% payment is due

Continuation of your InfoComm 2019 exhibit space assignment is contingent upon InfoComm Show Management's receipt of your deposit payment by August 17, 2018. If we do not receive your deposit by August 17, 2018, your company will lose its space selection and must reapply for another available space. *Please refer to the Terms & Conditions on your exhibit space contract for more information.*

MEMBERSHIP ACTIVATION DEADLINE: November 1, 2018

To be eligible for AVIXA member rates, Exhibitors must be AVIXA members in good standing at the time of Exhibit Space Contract signing through June 14, 2019.

Membership activation deadline is November 1, 2018. AVIXA membership dues will be invoiced separately from InfoComm 2019 exhibit space fees.

AVIXA exhibitor members who do not renew or activate their membership and pay their outstanding membership dues by November 1, 2018 will have their exhibit space charged at non-member rates.

Membership standing does not affect the timing of exhibit space deposit payments indicated above.

PROXY DEADLINE: June 5, 2018

If you are not able to come to Priority Exhibit Space Selection during your designated date and time, you may elect to have your InfoComm Expositions Account Manager represent you. Complete a Proxy Statement and Exhibit Space Contract and email the forms to us **by Monday, June 5.**

You may also deliver the completed Contract to the Show Management office onsite in Las Vegas, at the LVCC, room N249/N251, **before Wednesday, June 6.**

Download the Proxy form at infocommshow.org/proxy.
