



## Quick Reference DEADLINES



July 18, 2018  
August 13, 2018

Balance Due Deadline  
Discount Deadline for electrical and decorator  
services

Freight receiving & shipping through All Convention & Expo Services will be accepted prior to the show. Please see the All Convention & Expo Services Guide on the event website.

### Quick Glance Schedule

#### Monday, Aug. 27, 2018

Large Rig Setup  
8:00 a.m. - 12:00 p.m.  
Exhibitor Setup  
12:00 p.m. - 5:00 p.m.

#### Tuesday, Aug. 28, 2018

Exhibitor Setup  
8:00 a.m. - 5:00 p.m.

#### Wednesday, Aug. 29, 2018

Opening Event  
8:00 a.m. - 9:00 a.m.  
Show Hours\*  
9:00 a.m. - 5:00 p.m.

#### Thursday - Friday, Aug. 30-31, 2018

Show Hours\*  
9:00 a.m. - 5:00 p.m.

#### Saturday, Sept. 1, 2018

Show Hours\*  
9:00 a.m. - 3:00 p.m.

**Closing Ceremonies**  
4:00 p.m. - 5:00 p.m.

**Exhibitor Move Out**  
3:30 p.m. - 8:00 p.m.

\* Doors open 1 hr. prior for  
exhibitor access only.

### IMPORTANT NOTES:

- All exhibiting companies must supply a copy of their liability insurance, listing GWRRA as additional insured. Copies should be sent to:  
KKT Event Mgmt.  
15591 W. Yucatan Dr.  
Surprise, AZ 85379  
Fax: 602.445.6936  
Email: [suzanne@kktevents.com](mailto:suzanne@kktevents.com)
- Only service animals are permitted at the Knoxville Convention Center.

Please reference the on-line Exhibitor Service Kit  
Information at [www.wing-ding.org](http://www.wing-ding.org)  
**Click on 'Tradeshow',  
then click on 'Exhibitor Service Kit'.**