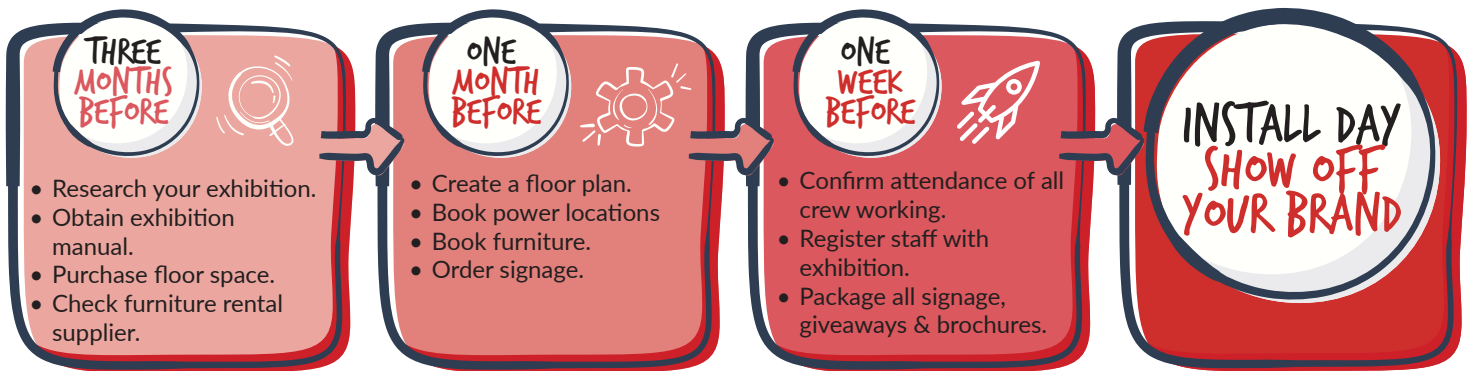


double **impact** displays

EXHIBITION CHECK LIST



IMPORTANT INFORMATION

ADDRESS:

.....

LOADING DOCK:

.....

PERSON



.....

CONTACT



.....

RUNNING SCHEDULE

BUMP IN			
DATE	TIME	WHO	WHAT
EVENT DAY			
DATE	TIME	WHO	WHAT
EVENT DAY			
DATE	TIME	WHO	WHAT



- Check your floor plan. Know who is next to you, around your stand & exit points etc.
- Pre-book parking to get early bird deals.
- Take some water in a cooler bag for staff during setup, the event & bump out.
- Lockable cupboard, ideal for laptops, hand bags and valuables.

