



**EXHIBITOR CHECKLIST AND DEADLINE DATES
HELEN BRETT HOLIDAY MARKET
DECEMBER 9, 10, 11, 2022**

Listed below are some important dates that you should not miss. Be sure to meet the discount deadline dates to save money! The forms can be found in your Exhibitor Kit or by visiting www.helenbrett.com.

HELEN BRETT DEADLINE DATES

Directory Ad Form	November 9, 2022
Directory Product Listings Form	November 9, 2022
Final Payment Due	November 9, 2022
Certificate of Insurance	December 5, 2022
Exhibitor Badges	December 7, 2022

HOTEL RESERVATION DEADLINE DATES

Springhill Suites	November 18, 2022
TownePlace Suites	November 18, 2022

AM EXPO GROUP DEADLINE DATES

Booth Equipment Rental and Special Items Order Form	December 2, 2022
Light Bars or Booth Framework Order Form	December 2, 2022
Material Handling Order Form	December 2, 2022
Payment Authorization Form	December 2, 2022

LAMAR-DIXON EXPO CENTER DEADLINE DATES

Electric Order Service Form	December 1, 2022
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