

Star of the North Meeting

MINNESOTA DENTAL ASSOCIATION



Exhibit Dates: April 22 - April 24, 2021 | Saint Paul RiverCentre

Exhibitor Checklist - 2021 Star of the North Meeting

DUE DATE	COMPLETED DATE	TO DO OR ORDER	SUBMIT TO
2020			
October 1		Turn in contract with full payment for 25 Priority Placement Points	MDA
October 1		Reserve advertising space in the Preliminary Program	MDA
October 1		Sponsorships due to be recognized in the Preliminary Program	MDA
October 1		Early Bird discount of \$100 ends	MDA
October 2		Promotional Package order forms due	MDA
October 15		Ad material due to be included in the Preliminary Program	MDA
October 31		Sponsorships due for applying priority points for placement	MDA
November 1		Priority Booth Placement deadline	MDA
December 1		Hotel Bureau opens for 2021 hotel reservations	QMS
December 1		Reserve advertising space in the Onsite Program	MDA
2021			
January 11		Registration for booth personnel opens	QMS
January 31		All invoices for booth spaces, sponsorships, advertising/promotions must be paid in full	MDA
February 28		Ad material due to be included in the Onsite Program	MDA
March 1		Certificate of Insurance due	MDA
March 18		Advanced Freight start date	GES
April 1		Deadline for Exhibitor Appointed Contractor	MDA
April 1		Complimentary Furniture Package	GES
April 1		Discount deadline for booth furnishing and services	GES
April 1		Attendee list orders available for fulfillment	MDA
April 18		Early move-in requests due	MDA
April 18		Specialty orders (compressed air or water lines, wired internet)	RiverCentre
April 16		Advanced freight to warehouse deadline	GES
April 21		Direct freight to show-site start date	GES
April 24		Outbound Shipping	GES