

2020 OVFS EXHIBITOR CHECKLIST

Details and Deadlines to Prepare for the Show



	ITEM	DETAILS	2020 DEADLINE	<input checked="" type="checkbox"/>
1	Payment	Please sign in to learn more	October 1, 2019 Renewal Deadline	<input type="checkbox"/>
2	Contract	Please sign in to learn more	October 1, 2019 Renewal Deadline	<input type="checkbox"/>
3	Proof of Insurance	Schedule B outlines Insurance Requirements: https://ottawafarmshow.com/wp-content/uploads/2019/07/OVFS20.EX_Schedule-B-REV-1.pdf Or, to purchase PAL insurance: https://ottawafarmshow.com/wp-content/uploads/2019/08/OVFS20_PAL_Insurance-Application.pdf	December 1, 2019	<input type="checkbox"/>
4	Exhibitor Directory	Please sign in to learn more	January 10, 2020	<input type="checkbox"/>
5	Feature Product Showcase	Highlight a new or innovative product in our Feature Product Showcase! Please email emma@ottawafarmshow.com	January 10, 2020	<input type="checkbox"/>
6	Freeman	To order Carpet, Drapes, Furniture, and Electrical: https://www.freemanco.com/store/show/landing.jsp?nav=02&showID=487130&referer=s	February 21, 2020	<input type="checkbox"/>
7	Internet, Business Services	Free Wifi is available to all exhibitors and visitors. To order your own, contact DE Systems.		<input type="checkbox"/>
8	Additional Passes	Client Pass Order Form available here: https://ottawafarmshow.com/wp-content/uploads/2019/09/OVFS20_EXKIT_Client-Pass-Order-Form.pdf	February 27, 2020	<input type="checkbox"/>
9	Accommodations	Please check our list of accommodations by visiting: https://ottawafarmshow.com/accommodation/	Varies by location, Book now!	<input type="checkbox"/>
10	Official Show Program	Advertise in the Official Program! Sizes and prices available here: https://ottawafarmshow.com/wp-content/uploads/2019/07/OVFS20_Official-Program-Rate-Card.pdf	January 27, 2020	<input type="checkbox"/>
11	Book an Event	Event Host Application Form available here: https://ottawafarmshow.com/wp-content/uploads/2019/09/OVFS20_EXKIT_Event-Host-Form.pdf	December 1, 2019	<input type="checkbox"/>