



**National Postal Forum
Phoenix Convention Center
Phoenix, AZ
May 15-18, 2022**

IMPORTANT DATES:

- Mar 14** Maritz Expocard Reader "Discount" Order Due
- Mar 15** Audio Visual Requirements Due
- Mar 18** Final Payment for Booth Space Due
- Apr 1** Meeting Space Request Form Due

- Apr 15** New Product Information and Announcement Form Due
- Apr 15** Cleaning Requirements Due
- Apr 15** Furniture, Carpet, Signs Discount Deadline
- Apr 18** Registration Bag Inserts to NPF Due
- Apr 18** Insertion Order for Advertisements in NPF Program & Exhibit Hall Guide Due
- Apr 18** Advertisements Material Due for On-Site NPF Program & Exhibit Hall Guide
- Apr 25** Map Ad Artwork Due
- Apr 25** Exhibitor Personnel Registration Due
- Apr 28** Electrical/Plumbing/Air Requirements Due
- Apr 28** Telephone/Internet Requirements Due
- Apr 29** Notification of Intent to Use Exhibitor Appointed Contractor To Show Management
- Apr 29** Plant and Floral Requirements Due
- May 6** Last Day for Freight to be received at Warehouse
- May 14** Exhibitor Set-Up Begins at 8:00 a.m.
- May 14** Exhibitor Registration Opens at 8:00 a.m.
- May 16-17** Exhibition Open
- May 17-18** Move-Out