



AMERICAN ACADEMY OF  
ORTHOPAEDIC SURGEONS

# 2021 Annual Meeting

August 31 – September 3, San Diego, California

Exhibit Dates: September 1 – 3

San Diego Convention Center

| DUE DATE    | TO DO/ORDER  | SUBMIT TO/IN             |
|-------------|--|--------------------------|
| <b>2021</b> |  |                          |
| April 6     | <a href="#">Enter Exhibitor Description in Exhibitor Listing</a>   | Exhibitor Dashboard      |
| April 6     | <a href="#">Select Product Categories in Exhibitor Listing</a>   | Exhibitor Dashboard      |
| May 3       | <a href="#">Balance of Exhibit Space Fee Due</a>   | Exhibitor Dashboard      |
| May 25      | <a href="#">Covered Exhibit &amp; Multi-Level Exhibit Booth Engineer-Stamped Floorplans to SDCC Fire Marshal</a> | SDCC                     |
| June 2      | <a href="#">Exhibitor Suite Application Due</a>  | AAOS                     |
| June 2      | <a href="#">Island Exhibit Design Approval</a>   | AAOS                     |
| June 2      | <a href="#">Booth Activity/Giveaways/Drawing Requests</a>  | AAOS                     |
| June 2      | <a href="#">Request to Use Exhibitor-Designated Contractor</a>   | Exhibitor Registration   |
| June 10     | <a href="#">Lead Retrieval Order Form</a> - Early Bird Deadline  | CDS                      |
| June 18     | <a href="#">AAOS NOW Annual Meeting Edition Ad Commitment</a>  | Amer. Med. Comms.        |
| June 29     | <a href="#">Certificate of Insurance due from EDC</a>  | CDS                      |
| July 9      | <a href="#">AAOS Orthopaedist's Bag Orders Due</a>   | AAOS                     |
| July 15     | <a href="#">Lead Retrieval Order Form</a> – Adv Discount Deadline  | CDS                      |
| July 21     | <a href="#">Target Move-In Change Request</a>  | Freeman                  |
| July 23     | AAOS Orthopaedist's Bag Materials Due  | AAOS                     |
| July 23     | <a href="#">Badge Pre-Registration</a> Deadline to Have Badges Mailed to U.S. Exhibitors, if requested mailing   | Exhibitor Registration   |
| July 26     | <a href="#">Attendee List Orders</a> Available for Fulfillment   | AAOS                     |
| July 28     | <a href="#">Advanced Freight Received</a> Start Date   | Freeman                  |
| July 30     | <a href="#">Deadline for arrival of LCL ocean freight to Los Angeles terminal</a> (international shipments only) | Agility                  |
| August 2    | <a href="#">Deadline for arrival of FCL ocean freight to Long Beach port</a> (international shipments only)      | Agility                  |
| August 2    | <a href="#">Certificate of Insurance due from exhibitor</a>  | Rainprotection Insurance |
| August 4    | <a href="#">Graphics &amp; Sign Orders</a>   | Freeman                  |
| August 4    | <a href="#">Exhibit Booth Rentals</a>  | Freeman                  |
| August 4    | <a href="#">Furniture and Accessories Orders</a>   | Freeman                  |
| August 4    | <a href="#">Exhibit Booth Package Orders</a>   | Freeman                  |
| August 4    | <a href="#">Carpet/Floor Covering Orders</a>   | Freeman                  |
| August 4    | <a href="#">AV/Computer Order Form</a>   | Freeman                  |
| August 4    | <a href="#">Material Handling</a>  | Freeman                  |
| August 4    | <a href="#">Forklift/Rigging Labor</a>   | Freeman                  |
| August 4    | <a href="#">Electrical Order Form</a>  | Freeman                  |
| August 6    | <a href="#">Deadline for arrival of air freight to Los Angeles (LAX) airport</a> (international shipments only)  | Agility                  |
| August 6    | <a href="#">Catering Order Form</a>  | Centerplate              |
| August 10   | <a href="#">Internet &amp; Telecommunications Order Form</a> – Advanced Deadline                                 | Smart City               |



AMERICAN ACADEMY OF  
ORTHOPAEDIC SURGEONS

# 2021 Annual Meeting

August 31 – September 3, San Diego, California

| Exhibit Dates: September 1 – 3 |   | San Diego Convention Center |
|--------------------------------|---|-----------------------------|
| August 10                      | <a href="#">Security Order Form</a> – Advanced Deadline           | United Security             |
| August 11                      | <a href="#">Booth Cleaning</a> Order Form                         | SDCC                        |
| August 11                      | Air/Water/Drain/Gases Order Form                                  | SDCC                        |
| August 11                      | <a href="#">Floral and Plant Rental Form</a> – Advanced Deadline  | Floral Exhibits             |
| August 18                      | <a href="#">Advanced Freight to Warehouse</a> Deadline            | Freeman                     |
| August 18                      | <a href="#">Hanging Sign Shipped</a> to Warehouse Deadline        | Freeman                     |
| August 24                      | <a href="#">Freight-Air Van Line</a>                              | ELITeXPO                    |
| August 25                      | <a href="#">Direct Freight to Show-site</a> Start Date            | Freeman                     |
| August 30                      | <a href="#">Complimentary Exhibit Badge Registration Deadline</a> | CDS                         |
| August 31                      | <a href="#">Photography Order Form</a>                            | Med Meeting Images          |
| September 3                    | <a href="#">Outbound Shipping</a>                                 | Freeman                     |