

Show dates are firm: they cannot be pushed back. To efficiently manage the flow of work, contractors and production companies must have a system of checks and balances to encourage forethought and professional planning.

The following timelines have been established as rush charges to accommodate the mistakes, overtime, additional stress, and overall higher maintenance that comes with work that exceeds show management or reasonable production time parameters. We value our clients and strive to meet all show deadlines.

Show Management

- 45 Days before the 1st day of the show, Exhibitor Appointed Contractor (EAC) form must be submitted
- 30 Days before the 1st day of the show, Advance order discounts begin expiring
- 15 Days before the 1st day of the show, 3DL requires a 30% Rush Fee on show service orders
- 5 Working Days before the 1st day of move in, Shipping rates begin increasing

Graphics

- 5 Working Days prior to shipping, 25% Rush Fee for graphics
- 4 Working Days prior to shipping, 50% Rush Fee for graphics
- 3 Working Days prior to shipping, 100% Rush Fee for graphics
- Fees must be requested for production with less than 3 working days

Warehouse

- 5 Working Days prior to shipping, 30% Rush Fee for warehouse activities