



2025 EXHIBITOR CHECKLIST



SIA EDUCATION@ISC: March 31 - April 4 | EXHIBIT HALL: April 2-4
VENETIAN EXPO, LAS VEGAS

	ACTION	DEADLINE	COMPLETED
	Register Booth Staff To begin the registration process, click here to access the Exhibitor Hub . If you have any questions, please contact your Customer Success Coordinator . Exhibitors can now purchase a SIA Education@ISC 4-Day Passport or a SIA Education@ISC Single Day Pass. This can be purchased through the registration process.	ASAP	
	Optimize Your Company Listing Log in to the Exhibitor Hub to update your company listing. Review current info, select top product categories you offer, and complete your profile to boost visibility and drive new business.	ASAP	
	Utilize the Customer Invitation Program Invite your top clients and prospects to the show for free (savings up to \$175!). This marketing service is complimentary for our valued exhibitors. If you did not receive your unique link, please contact your Customer Success Coordinator .	ASAP	
	Book Hotel & Travel Hotels fill up quickly, so be sure to take advantage of our discounted hotel rates by booking with our official housing partner, Connections Housing. Click here to learn more about rates and availability.	ASAP	
	Review Exhibitor Manual The Exhibitor Manual offers a complete A-Z guide to everything you need for ISC West including electrical, internet, catering, shipping info, and more. Order early and save up to 30%!	ASAP	
	Order Booth Furnishings Tables, chairs, and carpeting are offered at discounted rates through Freeman. Access our Exhibitor Manual for easy online ordering. A Freeman account is required. Order by the discounted deadline and save!	March 7	
	Order Booth Electricity Click here to order electricity for your booth.	March 20	
	Order Telecommunications There will be Wi-Fi available for "light business" use. If you need additional internet access, make sure to order a hardline internet connection for your booth from the Venetian Expo .	March 20	
	Calculate your Material Handling Estimate the material handling costs to accurately budget for ISC West. Click here to learn more about rates.	Warehouse: Between March 3 - March 25 Showsite: March 29	
	Boost your leads with Business Builder With Business Builder, you can help buyers find you easily, make instant connections, leverage data for business insights. Learn more about what business builder can do for your business.	ASAP	

CONTACT YOUR CUSTOMER SUCCESS COORDINATOR WITH ANY QUESTIONS OR IF YOU NEED ASSISTANCE!

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