

AirVenture 2016 Exhibitor Checklist



We thank you for your company's interest and involvement in EAA AirVenture Oshkosh 2016. We hope you find the exhibitor's web pages and links as helpful and informative as we intend them to be, and invite you to contact us should you have any questions on the contents. Visit AirVenture.org/exhibitors to review the exhibitor's web pages and links.

Below is your Exhibitor checklist of important deadlines and form submittals.

- ☐ **September 1, 2015 2015 Exhibitor Application ([Link](#))**
- ☐ **September 1, 2015 Site Design Layout ([Link](#))**
- ☐ **September 1, 2015 Display Aircraft & Owner Information ([Link](#))**
- ☐ **December 31, 2015 Site Improvement Request ([Link](#))**
- ☐ **December 31, 2015 Electrical Form ([Link](#))**
- ☐ **January 31, 2016..... Discount Tent Rental Deadline ([Link](#))**
- ☐ **March 1, 2016..... Pass & Registration Request ([Link](#))**
- ☐ **March 1, 2016..... Security Form ([Link](#))**
- ☐ **March 1, 2016 Ultralight Registration Form ([Link](#))**
- ☐ **March 1, 2016 Fire Protection Certification ([Link](#))**
- ☐ **April 1, 2016 Certificate of Insurance ([Link](#))**
- ☐ **May 27, 2016..... Airventure Official Program Closing Date ([Link](#))**
- ☐ **May 31, 2016..... Trademarks/Art Submission ([Link](#))**
- ☐ **June 1, 2016..... Bottles Water & Ice Form ([Link](#))**
- ☐ **June 10, 2016..... AirVenture Visitor's Guide ([Link](#))**
- ☐ **June 15, 2015..... Special Event Request Form ([Link](#))**
- ☐ **June 30, 2016 Discount GES Rental Deadline ([Link](#))**
- ☐ **July 11, 2016..... Airventure Today Newspaper Closing Date ([Link](#))**
- ☐ **July 16, 2016..... Water Cooler Order Form ([Link](#))**

We suggest that each member of your AirVenture 2016 team take the opportunity to review the exhibitor's web pages and links, as the success of your participation is based upon your knowledge of the policies and procedures we have in place. If you have questions or comments, please call us at 800-236-1025, or e-mail us at exhibits@eaa.org, as we are here to assist you. Your input and suggestions are encouraged and welcomed, as we strive to constantly provide you with the best of service.

Thanks again for your personal and professional involvement. We look forward to seeing you at **EAA AirVenture Oshkosh 2016, July 25 through July 31, 2016.**

Sincerely,
EAA AirVenture Oshkosh 2016

A handwritten signature in black ink that reads "Rebecca A. Fischer".

Rebecca A. Fischer
Business Relationship Manager