

CFIC Vendor Checklist

Key Dates and Deadlines for the Annual Convention July 18-21, 2021

FUNCTION	DEADLINE	CFIC CONTACT
REGISTRATION OPEN	APRIL 19	BRENNA FAVARA
ONE-ON-ONE MEETINGS	APRIL 26	BRENNA FAVARA
ON-SITE GUIDE SPACE RESERVATION DUE	MAY 3	STEPHANIE STAFFORD
PRODUCT AND COUPON DONATION FORMS DUE	MAY 10	AMANDA WUJCIK
DISPLAY TABLE RESERVATIONS DUE	MAY 10	AMANDA WUJCIK
EARLY BIRD REGISTRATION CUT OFF	MAY 21	BRENNA FAVARA
ON-SITE GUIDE ARTWORK DUE	MAY 21	STEPHANIE STAFFORD
COUPON DONATIONS DUE TO CFIC OFFICE	MAY 21	AMANDA WUJCIK
HOTEL ROOM BLOCK CUT OFF	JUNE 18	LINDSEY KUEFFNER
CANCELLATION DEADLINE	JULY 1	BRENNA FAVARA
SILENT AUCTION CONTRIBUTIONS DUE	JULY 9	STEPHANIE STAFFORD

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