# **FUTURE**PROOF

# **KEY EXHIBITOR DATES**

**FUTURE PROOF FESTIVAL 2025** 

#### **BRAND ASSETS**

# July 10, 2025

Submit/ Confirm Logos with Future Proof (Color, Black, White PNG, and EPS/AI)

\*If you have partnered with Future Proof in the past, we have your logos on file. If you are new to Future Proof OR your logos have changed, please submit here: <u>Future Proof Festival Logo Collection Form.</u>

\*\*Your ALL-WHITE logo (EPS/AI vector format) is required for your canopy topper for those utilizing a Future Proof provided canopy.

# **EXHIBIT SPACE (Required)**

# July 10, 2025 6:00pm PST

Exhibit Wall Art Due

\*Art received after this date will incur a late fee (Required for 10x10' & 10x20' exhibits only)

- July 11-July 31, 2025: Artwork submitted during this window incurs following fee
  - o Two walls: \$630.00
  - o Four walls: \$1,260.00

#### July 31, 2025

Final deadline for exhibit wall art submission (with the above penalty fee applied).

# **August 1, 2025**

Exhibitor Form Due (basic booth needs order)

# **EXHIBIT ADD-ONS (Optional)**

The following items are optional exhibit upgrades to enhance your exhibit space.

#### July 24, 2025

• Flooring Orders Due - Requests received after this date are subject to availability.

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\*Flooring may be ordered in the Exhibitor Form

# **August 1, 2025**

- Power Orders Due Requests received after this date are subject to availability.
- \*Power may be ordered in the Exhibitor Form

#### August 4, 2025

- Furniture Requests received after this date are subject to availability.
- \* See Add-Ons Page for more information

# August 15, 2025

- Labor Orders Due
- \*Labor may be ordered in the Exhibitor Form

#### September 4, 2025

- Catering Orders Due
- \*See Add-Ons Page for more information

#### **CUSTOM BUILD EXHIBITS**

# May 15, 2025

Russell Harris Event Group deadline to Request a Custom Build

EAC Application Due For Custom Builds – further requirements will be provided upon EAC approval.

\*\* An EAC Application is only required if you are working with your own agency on a custom build.

#### **SHIPPING**

This applies if you are shipping items to the Advanced Warehouse (VERY STRONGLY recommended). Please note that direct to show site shipping is not available for Future Proof Festival.

#### July 25, 2025

Start Date for package receiving at warehouse

\*Any packages arriving prior to this date will incur early storage fees.

# **August 25, 2025**

Deadline to receive packages at the warehouse

\*Shipments that arrive after this date will incur late fees

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#### **EXHIBITOR APPOINTED CONTRACTORS**

If you are using a Future Proof preferred vendor you do not need to complete these steps. The following only applies to those working with vendors outside of the Future Proof Preferred Vendors List.

# May 15, 2025

EAC Application Due For Custom Builds – further requirements will be provided upon EAC approval.

\*\*Only applies to EACs producing a custom exhibit structure.

#### June 19, 2025

Submit Engineer Stamped Structural Plan, Exhibit Calculations and Drawings to RHEG \*\*Only applies to EACs producing a custom build exhibit.

# July 25, 2025

Deadline to Complete EAC Application

\*\* Applies to EACs who are **not** producing a custom built exhibit structure.

# July 28, 2025

Submit Orange County Health Permit if F&B related

#### August 13, 2025

Last Day to Purchase & Register EAC Passes

#### August 18, 2025

Submit EAC Certificate of Insurance