



EXHIBITOR CRITICAL DATES & CHECKLIST

Wednesday, December 3

- ☐ All exhibit space must be paid for in full
 - In the event of cancellation, no refunds are available after this date

Wednesday, December 10

- ☐ Deadline to register at the exhibitor full conference early rate (\$900). After this date, registration rates increase to the exhibitor full conference regular rate (\$1,000).

Monday, January 5

- ☐ All exhibitors occupying island booths must submit floor plans and/or prospective drawings with the dimensions of their booth to NDA for review to ensure compliance with IAEE's Guidelines for Display Rules and Regulations. Please email your booth drawing to exhibit@demolitionassociation.com.

Friday, January 9

- ☐ Book your hotel reservations at the Hyatt Regency Phoenix by this date to receive discounted room rates

Monday, January 12

- ☐ NDA Exhibitor Appointed Contractor (EAC) form due.

Monday, January 5 – Wednesday, January 28

- ☐ Advance shipments accepted at the Levy warehouse.
 - To avoid additional after-deadline charges, materials must arrive by January 28, 2026

Wednesday, January 14, 2026

- ☐ Levy discount pricing deadline

Tuesday, January 19

- ☐ Catering order deadline through Aventura Catering

Tuesday, January 20

- ☐ Internet order discount deadline through Smart City Networks

Wednesday, January 21

- ☐ AV order discount deadline through David Michael Productions
- ☐ Pre-Show Attendee List sent to exhibitors



- ☐ Lead Retrieval discount deadline

Friday, January 23

- ☐ Electrical discount deadline through Commonwealth Electric

Tuesday, February 3

- ☐ Equipment move-in by appointment only Noon – 5 p.m.

Wednesday, February 4

- ☐ Show site shipments accepted at the Phoenix Convention Center
- ☐ Exhibitor move-in 8 a.m. – 5 p.m.
- ☐ Registration open/badge pick up 10 a.m. – 5 p.m.

Thursday, February 5

- ☐ Exhibitor move-in 8 a.m. – 5 p.m.
- ☐ Expo Opening Reception 6:30– 8 p.m.
- ☐ Registration open/badge pick up 8 a.m. – 8 p.m.

Friday, February 6

- ☐ Expo Open 10:30 a.m. – 4:30 p.m.
- ☐ Registration open/badge pick up 8 a.m. – 4:30 p.m.

Saturday, February 7

- ☐ Expo Open 10 a.m. – 1 p.m.
- ☐ Exhibitor move-out 1– 8 p.m.
- ☐ Registration open/badge pick up 10 a.m. – 1 p.m.

Sunday, February 8

- ☐ Exhibitor move-out 8 a.m. – Noon
 - All carriers must check-in by 9 a.m. All materials must be removed by Noon.

Tuesday, February 17

- ☐ Post-Show Attendee List sent out

QUESTIONS?

Contact the NDA Show Management Team at exhibit@demolitionassociation.com