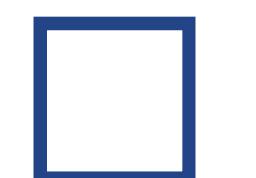


CONFERENCE & EVENTS CHECKLIST

Lanyards / Name tags

Allow: 7 Business Days





Branded T-Shirts

Allow: 3-5 Business Days



Brochures and Flyers

Allow: 1-2 Business Days







Allow: 7-10 Business Days



Banners

Allow: 7-10 Business Days

Media Wall or Pop-up Display

Allow: 7-10 Business Days



*Timeframes based on final artwork being ready. If design work is needed please allow more time.