

## **Deadline Checklist**

<u>Deadline</u>	<u>Material</u>
December 21, 2018	Electrical Orders Due to Barrett-Jackson
December 21, 2018	Internet/IPTV Feed Orders Due to Barrett-Jackson
December 21, 2018	<ul> <li>Insurance Requirements Due to Barrett-Jackson</li> <li>Certificate of Insurance (COI)</li> <li>Auto Declarations Page</li> <li>Waiver Form</li> </ul>
December 21, 2018	Display Vehicle Registration Form (if applicable) Due to Barrett-Jackson
December 21, 2018	In-Booth Appearances & Event Registration (if applicable) Due to Barrett-Jackson
December 21, 2018	Event Rental Needs Due to Cre8ive Event Rentals *these forms should be submitted directly to Cre8ive*
December 21, 2018	Material Handling / Drayage Form Due to Cre8ive Event Rentals *these forms should be submitted directly to Cre8ive*
January 12, 2019	Transaction Privilege Sales and Use Tax License Form Due to City of Scottsdale