International Builders' Show 2027 — first-time exhibitor checklist

Tuesday, February 2 – Thursday, February 4, 2027 · Las Vegas Convention Center, Las Vegas. Dates marked FROM THE ORGANIZER come from the show's own site; the others are our suggestions, counted back from the opening day.

☐	**Tue, Nov 10, 2026**	Decide who works the booth, and request their badges in the Exhibitor Portal. You get one free per 25 square feet. SUGGESTED
☐	**Tue, Dec 1, 2026**	Put names on your hotel rooms by December 3, and send customers your free pass link. SUGGESTED
☐	**Thu, Dec 3, 2026**	NAHB members: last day to book in your association's hotel block FROM THE ORGANIZER
☐	**Thu, Dec 3, 2026**	Exhibitor hotel blocks: rooms assigned with names, dates and credit cards FROM THE ORGANIZER
☐	**Fri, Dec 11, 2026**	Badge requests in the Exhibitor Portal, to receive badges in advance FROM THE ORGANIZER
☐	**Fri, Dec 11, 2026**	Last day of the lower attendee rates; regular rates start December 12 FROM THE ORGANIZER
☐	**Fri, Dec 18, 2026**	New Product Zone application deadline FROM THE ORGANIZER
☐	**Tue, Dec 22, 2026**	Order flooring, electrical, lead retrieval and WiFi together, so nothing misses the December 30 discounts. SUGGESTED
☐	**Mon, Dec 28, 2026**	Freeman's warehouse starts accepting crated, boxed or skidded freight FROM THE ORGANIZER
☐	**Wed, Dec 30, 2026**	Discount deadline for Freeman services, Maritz lead retrieval, floral, photography, security and Cox WiFi; last day to book PUSH Agency staffing and list in the Export Interest Directory FROM THE ORGANIZER
☐	**Mon, Jan 4, 2027**	Sodexo catering deadline, 12 PM PT FROM THE ORGANIZER
☐	**Fri, Jan 8, 2027**	Last day to change or cancel a hotel room online, and to request an Expo+Education refund FROM THE ORGANIZER

☐	**Tue, Jan 12, 2027**	Set up your follow-up: price sheets, links and how you sign off, so every builder and dealer hears back the day you meet them. SUGGESTED
☐	**Fri, Jan 15, 2027**	Exhibitor Appointed Contractor (EAC) deadline FROM THE ORGANIZER
☐	**Wed, Jan 20, 2027**	Advance freight deadline at 2:30 PM PT; later freight pays an after-deadline charge FROM THE ORGANIZER
☐	**Tue, Jan 26, 2027**	Look up your target freight date on your hall's target plan, and agree who covers which hours on the floor. SUGGESTED
☐	**Wed, Jan 27, 2027**	Move-in and show-site freight receiving start FROM THE ORGANIZER
☐	**Sat, Jan 30, 2027**	Last day of regular attendee rates; on-site rates start January 31 FROM THE ORGANIZER
☐	**Mon, Feb 1, 2027**	All exhibits fully installed by 5:00 PM FROM THE ORGANIZER
☐	**Sun, Feb 7, 2027**	Carriers checked in by 10:00 AM; everything out by noon FROM THE ORGANIZER
☐	**Mon, Feb 8, 2027**	Send the last follow-ups first thing Monday, once the booth is out of the building and before the week fills up. SUGGESTED

Checked against buildersshow.com on Mon, Nov 2, 2026. Dates change; the organizer's site is the final word. The full guide, with a source for every date: https://meetdrop.ai/events/international-builders-show