## 59<sup>th</sup> International Congress on Medieval Studies (ICMS) Western Michigan University, Kalamazoo, Michigan May 9–11, 2024

30 OCTOBER	Invitations to exhibit and advertise at the 2024 ICMS sent out by email.
15 NOVEMBER	Reservations, digital copy, and payment due for program ads.
1 DECEMBER	Digital copy due for program ads.
15 DECEMBER	Exhibitor list in the printed program is finalized. Exhibitor reservations may be made until 1 March, but exhibitors reserving booths after 15 December will not appear in the printed program.
15 MARCH	Reservations and payment due for in-person exhibitors. Reservations and payment due for registration packet inserts.
MARCH	Online registration for ICMS attendees opens. <i>Registration for in-person exhibitors is free, but mandatory</i> . Shipping and display information from Art Craft Display, Inc. sent to in-person exhibitors.
1 APRIL	Reservations and payment due for virtual exhibitors. Reservations for meeting site banner ads due. Pre-printed registration packet inserts due by mail to the Medieval Institute.
14 APRIL	Banner ad digital copy due.
15 APRIL	Meeting site opens to the public. Virtual exhibitor booths will be viewable, so should be complete by this date.
24 APRIL	Online pre-registration for all ICMS attendees (including exhibitors) closes. Any registration received after this date will include a $$50$$ late fee.
8 May	Exhibits Hall open for setup, 8 a.m.–8 p.m. (If you expect to arrive early or late on Wednesday, or not until Thursday, please notify us in advance.)
9 May	59 <sup>th</sup> ICMS begins. Exhibits Hall opens at 8 a.m. and closes at 6:30 p.m.
10 MAY	Exhibits Hall opens at 8 a.m. and closes at 6:30 p.m.
11 MAY	Exhibits Hall opens at 8 a.m. and closes at 6:30 p.m.
12 MAY	Art Craft Display, Inc. onsite for teardown and shipping 8 a.m.–12 p.m.

## Questions? Contact:

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