Ken =
Gina =
Sharon =

Tradeshow Calendar

	October				November				December				January			
	Week 1	Week 2	Week 3	Week 4	Week 1	Week 2	Week 3	Week 4	Week 1	Week 2	Week 3	Week 4	Week 1	Week 2	Week 3	Week 4
TSAE Annl Educ Day & T.Show	Travel	**Tradeshow**	Calls/Trvl	Data entry	F-up		Mo. Mtg				Mo. Mtg				Mo. Mtg	
Florida Encounter	Comm Piece	Research		Booth Prep	**Tradeshow**	Send Leads	Follow-up									
GA BRIDAL SHOW						Research	Reg. Due		Comm Piece	Postcards		Material Prep	**Tradeshow**	Leads / F-UP		
ADVENTURES IN TRAVEL EXPO NY	Reg due					Research			Comm Piece	Postcards			Material Prep		**Tradeshow**	Leads / F-UP
The Motivation Show									Reg Due							
ABA - AMERICAN BUS ASSOC		Res. Appts	Create Com	DMO Appts Due		Comm Piece							TO Appts Due		Show Prep	Show Prep
Destination Showcase									Reg Due							
TAPESTRIES DET														Comm Piece		
VIRGIN HOLIDAYS TRAINING	Share Deadline											Trip Prep	Trip Prep		Ship materials	
I-95 FLORIDA WELCOME CENTER		request member participation		**fall festival**				request member participation		**man booth**						
RSAA Ann'l Conference/Mtg						Reg		Comm Piece			Prep for Conf		Prep for Conf	**Tradeshow**	Data entry	F-up
FLORIDA HUDDLE		Share Deadline						Décor Order	Appt Research	Appt Selection	Comm Piece	Shipping			Final Prep	**Tradeshow**
PCMA - Prof Convention Mgmt Assoc									Shipping	Comm Piece	Final prep	Final Prep		**Tradeshow**	Data entry	F-up
TENTATIVE - TIA POW WOW		Share Deadline													Promo DET	
TAPESTRIES - Presenter Reception						Recptn & Mtg										
RCMA						Research		Reg Due				Comm Piece	Postcards	Material Prep		**Tradeshow**
ADVENTURES IN TRAVEL EXPO DC	reg due										Research		comm piece	Postcards	material prep	

	February				March				April				May			
	Week 1	Week 2	Week 3	Week 4	Week 1	Week 2	Week 3	Week 4	Week 1	Week 2	Week 3	Week 4	Week 1	Week 2	Week 3	Week 4
RCMA	Tradeshow		Leads / F-UP													
ADVENTURES IN TRAVEL EXPO DC		**Tradeshow**		leads / F-Up												
VisitFlorida - VIP Event	Reg Due				Research	Prep for Show	**Event**									
Destination Showcase	Comm Piece	Research	Comm Print	Pre-Solicit	Booth Prep	**Tradeshow**	Issue Leads	Follow-up								
Southern Womens Show Nashville	reg due			research		comm piece	postcards		material prep		**tradeshow**	leads / F-UP				
MPI - WEC					Reg Due											Comm Piece
ABA - AMERICAN BUS ASSOCIATION	**Tradeshow**	Lead Distrib	Data entry	F-up mailing												
TSAE			**Meeting**				**Meeting**				Sponsorship				**Meeting**	
TENTATIVE - TIA POW WOW		Décor Order	Appt Res.		Comm Piece	Shipping	ApptReqDue				Appts Recd	Final prep		**Tradeshow**	F-up	
TENT. - Post POW WOW DET					Promo DET		Tent Agenda	Tent Agenda	Promo DET#2	Final prep	Final Op List	Final Agen		**Tradeshow**	F-up	
Quest													Reg Due			
I-95 FLORIDA WELCOME CENTER	request member participation				**man booth**			request member participation		**man booth**						
FSAE Annl Conference					Registration								Décor Order		Comm Piece	
TAPESTRIES DET				DET prep	DET prep	DET prep	Final Agenda	Final Counts	**DET**	Data Entry	F/Up					
VIRGIN HOLIDAYS TRAINING				Final Prep			TBD-Tradeshow	Data entry	F/Up							
FLORIDA HUDDLE			Data entry	F-up	F-up											
TAPESTRIES - Semi-Annl Mtg											**Meeting**					
Florida Encounter													Reg Due			

	June				July				August				September				
	Week 1	Week 2	Week 3	Week 4	Week 1	Week 2	Week 3	Week 4	Week 1	Week 2	Week 3	Week 4	Week 1	Week 2	Week 3	Week 4	
I-95 FLORIDA WELCOME CENTER		**man booth**						request member participation		**man booth**							
VCB Sales Mission	Partic.Deadline				Partic.Mtg			Telemarketing	Telemktg			Map Trip	Promo to Apts	Dates TBD	Dates TBD	Data entry	F-up
FSAE - FL Society Assoc Execs				Shipping	Final Prep	**Tradeshsow**	Leads Issued	F-up									
MPI - WEC	Research	Comm Print	Pre-Solicit	Booth Prep	**Tradeshow**	Issue Leads	Follow-up										
TSAE			**Meeting**				**Meeting**				**Meeting**				**Meeting**		
ATLANTA CAMPING & RV						reg due			research	comm piece	postcards			material prep	**Tradeshow**	leads / F-Up	
The Motivation Show									Comm Piece	Research	Comm Print	Pre-Solicit	Booth Prep	**Tradeshow**	Issue Leads	Follow-up	
Quest															Comm Piece	Research	
ASAE Ann'l Meeting & Expo			Décor Order	Comm Piece		Show prep		Show prep	Shipping	Final Prep	**Tradeshow**	Leads Issued	F-up				