

TASK REMINDERS

Task	Type	Event	Status	Task Owner	Reminder Date	Due Date	Completed Date	Notes
Order Carpet Padding	Pre-Show	EXH07 - Las Vegas, NV	Not Started	Shannon Poach	4/16/2007	4/17/2007		
Order Signage	Pre-Show	EXH07 - Las Vegas, NV	Not Started	Robert DeSalle	4/1/2007	4/2/2007		
Order Carpet Padding	Pre-Show	SUPERCOMM 2007 - Atlanta, GA	Not Started	Shannon Poach	4/16/2007	4/17/2007		
Order Signage	Pre-Show	SUPERCOMM 2007 - Atlanta, GA	Not Started	Robert DeSalle	4/1/2007	4/2/2007		
Order Catering	Pre-Show	EXH07 - Las Vegas, NV	Waiting	Tyler James	4/16/2007	4/17/2007		
Order Catering	Pre-Show	SUPERCOMM 2007 - Atlanta, GA	Waiting	Tyler James	4/16/2007	4/17/2007		
Order Catering	Pre-Show	AAD 61st Annual - San Francisco, CA	Not Started	Shannon Poach	3/14/2007	3/17/2007		
Order Tables	Pre-Show	AAD 61st Annual - San Francisco, CA	Not Started	Shannon Poach	5/1/2007	5/1/2007		
Order Chairs	Pre-Show	AAD 61st Annual - San Francisco, CA	Not Started	Shannon Poach	4/29/2007	4/30/2007		
Submit Badge Request	Pre-Show	AAD 61st Annual - San Francisco, CA	Not Started	Shannon Poach	4/27/2007	4/30/2007		
Send Electrical Plan	Pre-Show	BU issue	Not Started		7/11/2007	7/10/2007		
Order Riggers	Pre-Show	BU issue	Not Started		7/11/2007	7/10/2007		
Order Carpet Padding	Pre-Show	BU issue	Not Started		7/11/2007	7/10/2007		

OVERDUE TASKS

Task	Type	Event	Status	Task Owner	Reminder Date	Due Date	Completed Date	Notes
Order Carpet Padding	Pre-Show	EXH07 - Las Vegas, NV	Not Started	Shannon Poach	4/16/2007	4/17/2007		
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Order Signage	Pre-Show	SUPERCOMM 2007 - Atlanta, GA	Not Started	Robert DeSalle	4/1/2007	4/2/2007		
Order Catering	Pre-Show	EXH07 - Las Vegas, NV	Waiting	Tyler James	4/16/2007	4/17/2007		
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Order Carpet Padding	Pre-Show	BU issue	Not Started		7/11/2007	7/10/2007		

OVERDUE INVOICES

Event	Expenses	Payments	Amount Due	Invoice Due	Invoice Number	Paid	Business Unit	Description
AAD 61st Annual - San Francisco, CA	\$3.00	\$0.00	\$3.00		Null		Marketing	
EXH07 - Las Vegas, NV	\$1.00	\$0.00	\$1.00		Null		Marketing, Sales	

Total: \$4.00

Filters: _____

Task Owner: Brain Tommy, Robert DeSalle, Robina Qureshi, Shannon Poach, Tyler James