

**Types of Booths**

All Exhibitors are required to bring in a back wall/display no curtains or backdrops are provided.

**INLINE (STANDARD) BOOTH**

The most common style of booth is a 10' x10' inline booth which is 10 feet wide and 10 feet deep – end to end . It has other booths on its back and sides. An inline booth is restricted to 8' in height on the backwall. Sidewalls are not mandatory but if you require sidewalls they must be graduated. This means That the sidewall must be no higher than 8', coming out 6' from the back and dropping down to 3' high for the last 4'. ( See diagram below). If you have a sidewall, it must be finished on the back which is visible in your neighbour's booth. You may not block your neighbour's sightline with banners.

**CORNER BOOTH**

A corner booth will be a standard booth but open on one side. It is preferable for corner booths to have graduated sidewalls to ensure your neighbour's sightline to the aisle. In certain cases the corner booth has permission by show management to put up a full sidewall or go up to 10' in height. A backwall which goes up past 8' must be finished on the back facing into the exhibitors booth in the back. Check with your sales rep. All other rules of inline booths apply.

**PERIMETER BOOTH**

A perimeter booth is an inline booth which backs onto the wall of the facility. The backwall can go up to 12' high but must have graduated sidewalls or no sidewalls. The back of sidewalls must be finished. All other rules of inline booths apply.

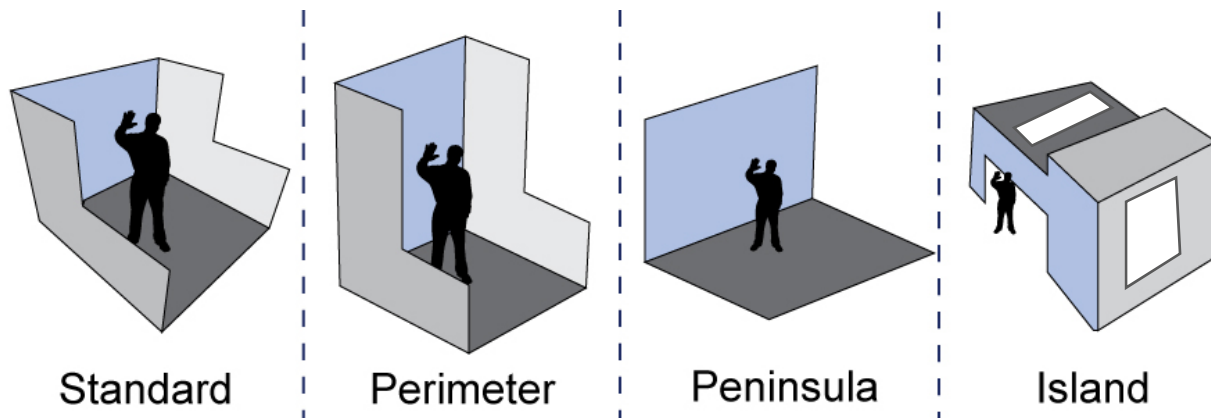
**PENINSULA BOOTH**

A Peninsula booth is generally 20 x20 or larger and open to the aisle on three sides. The backwall should be no more than 8' high. The exterior of the backwall must be plainly finished and may not contain booth identification, logos or advertisements.

**ISLAND BOOTH**

Walls are not required but if there is a display in the centre of the booth it can go no higher than 12'. An Island booth has 4 open sides.

**For all island booths please send booth layout to show management for approval.**



## **Floor Coverings**

Please note that floor covering is required for 100% of your booth space. You can rent carpet from show decorator or bring in your own. You can use other materials for flooring, eg. Hardwood , rubber tiles etc. The removing of floor adhesive is the responsibility of the exhibitor, failure to do so will result in the exhibitor being charged for cleaning.

***\*NOTE: If your booth display varies from the guidelines in any way please contact a member of Show Management to discuss and see if any approvals or exceptions can be made.***

## **Signage**

You are not permitted to attach a sign to the top of any wall in the booth. Signs must be inside the booth. Banners and flags must be inside the booth at the same height as the walls. They cannot block sightlines to your neighbours's booth. Hand written signs are not permitted.

## **Hanging Signs**

Hanging signs must be single sided facing the same direction as the booth. The side facing the neighbour's behind or to the side must be blank and free of logos and/or advertising.

Double sided signs, halos or cube signs are only permitted in peninsula booths or island that are 20 x 20 or larger, They are not permitted in inline ( standard) or corner booths.

All hanging sign orders will be reviewed and approved by show management before it can be hung. The hanging sign should be no more than 4' in height and the width must be 2' less than the size of your booth to a maximum of 18'. For most booth types the bottom of the sign must be 12' off the floor.

## **Visual Blocks**

Blocking your fellow exhibitors with signs, banners, flags or other obstructions not permitted. Nothing taller than 3-4' can be placed in the front 4' of your both space.