



# Vendor Display Regulations

## VENDOR DISPLAYS

### LINEAR BOOTHS

Linear Booths, also called “in-line” booths, are generally arranged in a straight line and have neighboring exhibitors on their immediate right and left, leaving only one side exposed to the aisle. Linear booths have variable sizes: 10' x 20', 10' x 30', 10' x 40', etc.

#### Dimensions for Linear Booths

For purposes of layout and reconfiguration, US standards dictate that floor plans are laid out in increments of 10'. Therefore, linear booths are 10' wide x 10' deep with a maximum back wall height limitation of 8'.

#### Use of Space for Linear Booths

Display materials should be arranged in such a manner so as not to obstruct sight lines of neighboring exhibitors. The maximum height of 8' is allowed only in the rear 5' of the booth space. There is a 4' height restriction imposed on all materials in the remaining 5' space towards the aisle.

**Note:** When three or more linear booths are used in combination as a single exhibit, the 4' height limitation is applied only to the portion of the exhibit space which is connected to a neighboring vendor booth.

### CORNER BOOTHS

A Corner Booth is a linear booth at the end of a series of in-line booths with exposure to intersecting aisles on two sides. All guidelines for linear booths apply.

### PERIMETER BOOTHS

A Perimeter Booth is a linear booth that backs up to an outside wall of the exhibit hall, rather than to another exhibit.

#### Dimensions and Use of Space for Perimeter Booths

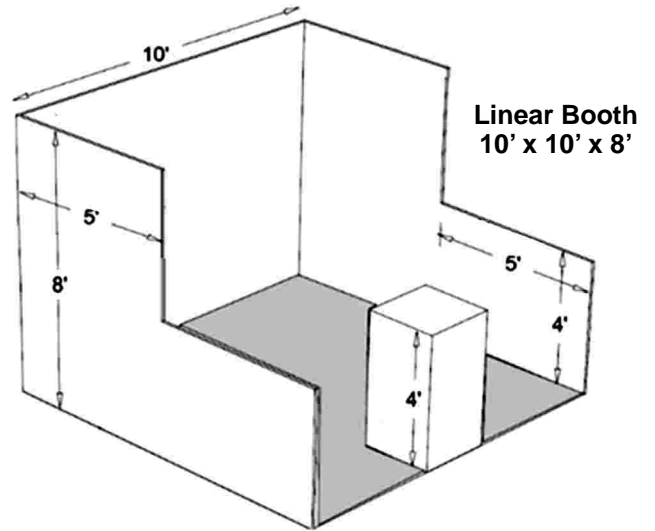
The maximum back wall height of a perimeter booth is 12'. All other guidelines for Linear Booths apply to perimeter booths.

### ISLAND BOOTHS

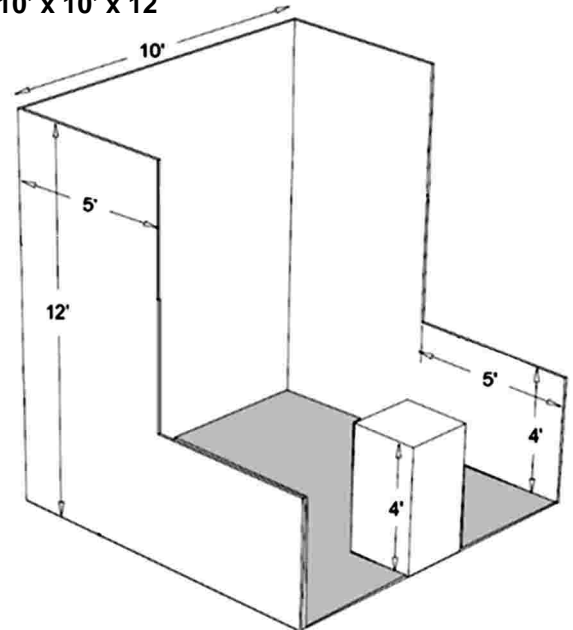
An Island Booth is any size booth exposed to aisles on all four sides.

#### Dimensions and Use of Space for Island Booths

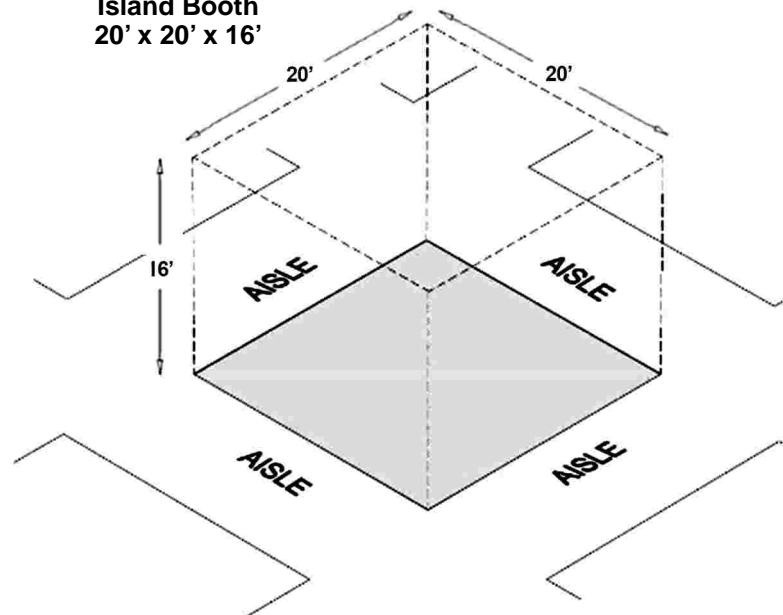
An island booth is typically 20' x 20' or larger, although it may be configured differently. The entire cubic content of the space may be used up to the maximum height of 16'. Overhead signs are permitted above the booths. No larger than 20' by 20'.



Perimeter Booth  
10' x 10' x 12



Island Booth  
20' x 20' x 16'



# Fire Regulations

## Safety, Fire, Environment, and Health

The exhibitor must be aware of and comply with all fire, safety, environmental, and health ordinances regarding installation, operation of equipment, displays, and exhibit materials. All materials used in display construction or decorating must be made of fire-retardant materials and be certified as flare retardant.

Materials that cannot be treated to meet the requirements should not be used. A flame-proofing certificate should be available for inspection. Exhibitors should be aware of local regulations regarding fire/safety and environment which must be adhered to. Hazardous materials of any type are prohibited.

Exhibitors should dispose of any waste products they generate during the exhibition in accordance with guidelines established by the Environmental Protection Agency and the facility.

## Structural Integrity

All exhibit displays should be designed and erected in a manner that will withstand normal contact or vibration caused by neighboring exhibitors, hall laborers, or installation/dismantling equipment, such as fork lifts.

Displays should also be able to withstand moderate wind effects that may occur in the exhibit hall when freight doors are open. Refer to local building codes that regulate temporary structures.

Exhibitors should ensure that any display fixtures such as racks or shelves are designed and installed properly to support the product or marketing materials to be displayed.

Linear Booth (in-line)  
10' x 10' x 8' backwall

Perimeter Booth  
10' x 10' x 12' backwall

