

Please be aware of the following rules regarding exhibiting in the show! These are mandatory and will benefit your experience.

- _____ I **MUST** not have signs higher than 12' from the floor with the bottom being at least 8' from the floor, IF my sign is attached to my booth.
- _____ I **MUST** abide by the signage rules and regulations as per my booth dimensions OR have pre-approval from Show Management.
- _____ I **MUST** stay completely within the dimensions of my booth without protruding into the aisles or into other exhibitors' booth space.
- _____ I **MUST** not share my exhibit space with another entity. I understand that each exhibit is restricted to the products & services contracted.
- _____ I **MUST** provide carpet or other clean, appealing flooring that covers the entire dimensions of my booth either by renting from the show decorator or providing my own.
- _____ I **MUST not dismantle my booth or begin packing product prior to show close at 6pm on Sunday, March 22, 2020.**
- _____ I **MUST** professionally drape and skirt any tables used in my booth either by renting them from the show decorator or providing my own. I understand that bed sheets and plastic tablecloths are not permitted.
- _____ I **MUST** have the backside and sides of my booth professionally finished where visible.
- _____ I **MUST** have a fire extinguisher and functional smoke detector if my exhibit features an enclosed space such as a garage, shed, etc. or if it features a cooking demonstration.
- _____ I **MUST** ensure the gas tank of all vehicles within my exhibit space do not contain more than a 1/4 tank or 20 litres (whichever is less) of gasoline or fuel and must be inoperable, e.g. battery and/or ignition are disconnected or the vehicle is locked and the hood cannot be opened from the outside of the vehicle.
- _____ I **MUST** ensure that all fuel caps of display vehicles are taped or locked shut. Drip pans are required under all vehicles while inside the venue and keys are to be left with our security team or Show Management.
- _____ I **MUST** not bring any helium balloons, peanuts (in the shell) or popcorn into the Show.
- _____ I **MUST** use a fire retardant protective coating (such as plastic) to protect the floor and all facility equipment if my booth display contains any soil, mulch, or similar materials.
- _____ I **MUST** have any of my hanging signs/objects over 20 lbs. pre-approved by ShowTECH.
- _____ I **MUST** obtain pre-approval from Show Management if my display is over 8 ft.
- _____ I **MUST** abide by the limitations regarding propane as shown in the Rules and Regulations if my booth exhibit contains any propane cylinder(s) and/or a foodtruck.
- _____ I **MUST** fill out and submit the appropriate paperwork if selling or sampling food or beverage products in my booth space (please refer to section 8 in the Exhibitor Kit online for complete details).

PLEASE BE AWARE FAILURE TO FOLLOW EACH OF THESE RULES CAN RESULT IN YOUR COMPANY BEING EXCLUDED FROM EXHIBITING IN FUTURE SHOWS!