



ON FLOOR MEETING ROOM RULES AND REGULATIONS OFMR(S)

- ◆ All On Floor Meeting Rooms are constructed out of 8 feet high GEM braelock panels in metal framing with a lockable door. Exterior walls can be upgraded to plexiglass panels at the Exhibitor's cost. The GES contact for this upgrade service is Chris Pullen - 562.356.3774 or Adam Suissa - 714.930.3539. Sound proof meeting room walls that exceed the 8 feet height must have Show Management approval prior to installation.
- ◆ No overhead signage or any **exterior** signage, posters, graphics included, except for company Identification Sign which is provided as part of the meeting room package and is hung over the door, is permitted. Interior signage is permitted with the use of Velcro to attach the sign to the meeting room interior walls.
- ◆ On Floor Meeting Rooms are carpeted. Any exhibitor wishing to change carpet color or upgraded carpet should contact GES. There will be an additional charge to the Exhibitor for renting carpet from GES.
- ◆ Exhibitor has the option to request placement of entrance/exit door locations.
- ◆ **Please note all doors must open into the booth. If the Exhibitor does not contact GES for door placement, standard door placement will be installed.**
- ◆ No lighting fixtures are provided as part of the meeting room package.
- ◆ On Floor Meeting Room Exhibitors are required to follow rules and regulations pertaining to General Liability Insurance requirements.
- ◆ All On Floor Meeting Rooms are 10 feet x 20 feet in size with Gray panels.
- ◆ All On Floor Meeting Rooms include a round table, four chairs and a waste basket.
- ◆ Nothing can be placed outside of any OFMR, including furniture and signage. Show Management will remove anything placed outside the OFMR immediately.

***The panels for the OFMRs are gray**

