



Career Center & Business Center Suites

BUSINESS CENTER SUITES & MEETING ROOM RULES & REGULATIONS

GDC Business Center Suites and Meeting Rooms are a great way to gain flexibility and privacy at the event. You can Hold private meetings, demo your company's latest tech to an exclusive audience, host networking events and receptions - all in the privacy of your own Business Center Suite or Meeting Room.

All Business Center Suite & Meeting Room exhibitors must adhere to our Show Rules and Regulations, found in this Exhibitor Service Manual.

Business Center Suites and Meeting Rooms will be located at the Moscone Convention Center – North Hall:

Wednesday, March 23	10:00 am – 6:00 pm
Thursday, March 24	10:00 am – 6:00 pm
Friday, March 25	10:00 am – 3:00 pm

Move-In for Business Suite Exhibitors:

Monday, March 21	8:00 am – 5:00 pm
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*All structures will be built and ready by Monday morning.

Move-Out for Business Suite Exhibitors:

Friday, March 25	3:01 pm – 11:59 pm
Saturday, March 26	6:00 am – 12:00 pm

* Please take notice – this event moves out on overtime, all applicable surcharges will apply.



BUSINESS SUITES

The costs for Business Suite build outs are not included in your contract. All Business Suites need to be purchased directly from GES.

80% of all Business Suites must be fully enclosed and are available in either gem walls with no ceiling or acoustic rooms with ceilings. (Only 20% of Suite may be open).

- Light boxes are NOT allowed along the outside walls of the suites.
- Hanging signs are allowed for any Suite 20x20 or larger.
- Attaching graphics to the suite walls is allowed.
- Attaching plasma screens with audio are NOT allowed (Audio May be turned off).
- No loud noise or bright lights on the outside of the rooms of any kind are allowed.
- Exhibitors must stay within their allocated space: flower boxes, pedestals, & kiosks, must be within the footprint of the booth.

To be put in touch with a GES representative for build-out requests or information on the types of suites available, please email Meg.Leighton.US@informa.com. This section also includes all Business Center Suite Order Forms.

The following services are not included and must be ordered directly from our vendors if desired: booth cleaning, internet, phone lines, extra furniture, additional lighting, additional graphics, AV, computers, additional security, food and beverage – these Order Forms can be found in this Exhibitor Service Manual.

BUSINESS MEETING ROOMS

Business Meeting Rooms are 10' x 10' or 10' x 20' enclosed meeting spaces. The costs for a Business Meeting Room include the following:

- 1 GEM room with black walls
- ID Sign On Door (Text Only)
- Black Carpet
- Lockable Door
- (1) Starbase Round Table
- (4) Chairs
- (1) Wastebasket
- (1) 5 AMP/ 500 Watt Electrical Drop

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