



All orders are governed by the GES Payment Policy and GES Terms & Conditions of Contract as specified in this Exhibitor Services Manual.

California Association of School Business Officials - Spring
San Diego Convention Center, Hall AB1
March 31 - April 1, 2015

Form Deadline Date:
March 10, 2015

COMPANY NAME	EMAIL ADDRESS	BOOTH NUMBER
SHOWSITE CONTACT	SHOWSITE CONTACT PHONE #	DATE/TIME OF ARRIVAL
		CONTACT'S HOTEL (OPTIONAL)

- ☐ Electrical Forms (For Non-Standard Distribution) - Form E-2
- ☐ Hanging Signs/Truss - Form H-2
- ☐ Display Cases - Form A-1
- ☐ Pegboard / Tackboard - Form A-1
- ☐ Special Colored Drape - Form A-1
- ☐ Standard Exhibit Systems (if exhibit size is smaller than booth size) - Form D-1
- ☐ Pad and Carpet (if you are not carpeting your entire booth) - Form C-1
- ☐ Installation & Dismantling - Form L-1

- Use bold lines to indicate the outline of your booth.
- Indicate the scale of the grid (i.e. 1 square = 1 foot) or indicate the dimensions of your booth.
- Mark the adjacent booth numbers or aisle numbers.

Each square is _____ feet square since my booth is _____ feet wide by _____ feet long.

BACK OF BOOTH (indicate adjacent booth or aisle number: _____)

A full-page sheet of white graph paper. The grid consists of small, uniform squares formed by thin black lines. There are 10 columns and 10 rows of squares, creating a total of 100 square units. The grid covers the entire area of the page, leaving no margins.

Indicate
Adjacent
Booth or
Aisle Number:

Indicate
Adjacent
Booth or
Aisle Number:

FRONT OF BOOTH (indicate adjacent booth or aisle number: _____)

***This form must be returned to GES for your orders to be processed.**