

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

Form Deadline Date:
October 6, 2017



Tips

- Use bold lines to indicate the outline of your booth.
- As a check and balance, please be sure the power allotted on the booth layout form matches the outlet(s) ordered on the Electrical Outlets Order Form. Each power distribution point should have a minimum of 5 amps. No bulking of power is allowed.
- Notate any 24 hour power requirements on the booth layout, i.e. refrigerator, uninterrupted power equipment.
- If this grid scale is too small for easy drawing return a separate sheet indicating booth layout.
- Return multiple booth layouts if necessary. Can be submitted through PDF or CAD.

Step 2. Draw Your Booth Layout

Back of Booth Number (indicate adjacent booth or aisle number: _____)

A blank sheet of white graph paper featuring a uniform grid of small squares. The grid consists of 10 columns and 10 rows, creating a total of 100 square units. The lines are thin and black, forming a clean, unobstructed workspace for drawing or calculation.

- Orientation listed
- Main Drop Location (MDL) listed
- Power distribution points listed
- Readable/Legible

Indicate
Adjacent
Booth or
Aisle Number:

Indicate
Adjacent
Booth or
Aisle Number:

Front of (indicate adjacent booth or aisle number: _____)

Review and Return: Return to Fax: (866) 329-1437 • International Fax: (702) 263-1520