



Booth Configuration & Restrictions

On Sunday, July 10, 2016, an inspection will take place at each organization's booth to ensure that their booth meets the standards that are set forward in the ANC2016 Henry B. Gonzalez Convention Center – San Antonio, Texas Rules and Regulations.

SNA asks that you be mindful of the Booth Configurations & Restrictions that are written on your Exhibit Space Contract and the Exhibit Service Kit. They state:

All exhibits must be confined to the limits of their respective booths as indicated on the floor plan.

*Standard Booths (inline and corners) are permitted to a maximum height of **8 feet** for the back wall and **3 feet** for side dividers. Materials up to 8 feet in height may be placed within 5 feet from the back wall. Exhibit material must not be set up so as to interfere with the view into adjoining booths. All materials must conform to local building, electrical and fire department codes and regulations.*

*Perimeter booths (booth located on the outer wall of the exhibit floor) are restricted to **10 feet** in height.*

*Island booths (exhibit exposed to aisles on all four sides) having exhibit fixtures & components exceeding **12 feet** in height must submit drawings for approval by SNA and its General Contractor.*

*Based on the facility design, new height restriction for a structure within an Island booth is **16 feet**. Hanging signs are permitted in island booths only. Hanging signs & graphics will be permitted to a maximum height of **16 feet from the TOP of the sign to the floor**, provided written approval is received by SNA and its General Contractor.*

Each exhibitor is entitled to reasonable sight lines from the aisle regardless of the size of the exhibit space. We ask that those companies exhibiting within island booths to be mindful & courteous to your neighboring exhibitors. Please do not create a structure that will block the sight line of the aisle.

If your organization's booth is in violation of these regulations, you will be notified by an official letter from the Association. SNA asks that you please make the necessary changes to your booth before the Exhibit Floor opens on Monday, July 11, 2016 at 10:00am.

If your organization fails to make the necessary changes, your company will forfeit priority points and will be subject to a \$500 fine. The amount of priority points forfeited is at the discretion of the Exhibit Manager & SNA.