



**Hanging Sign Request Form**  
**DEADLINE: Monday, January 13, 2020**

**PLEASE RETURN THIS FORM TO:**

Cindy Salgado  
cindy.salgado@ubm.com

**Approval for hanging signs will be considered for peninsula booths or island booths 20' X 20' or larger *only*, provided the signs are not objectionable in content and there are no physical constraints at the facility.**

**GES is responsible for the supervision, assembly, installation and removal of all hanging signs. In addition to this form, please make sure that you also order sign hanging service from GES.**

Exhibiting Company \_\_\_\_\_ Booth Number \_\_\_\_\_

Exhibitor Contact \_\_\_\_\_

Email \_\_\_\_\_ Phone \_\_\_\_\_

Sign Dimensions \_\_\_\_\_ Sign Weight \_\_\_\_\_

Is Sign Motorized? \_\_\_\_\_ Height From Floor to Top of Sign \_\_\_\_\_

Exhibitor Signature \_\_\_\_\_

Date \_\_\_\_\_

Event Management Approval \_\_\_\_\_

Date \_\_\_\_\_