

RETURN TO: Global Experience Specialists, Inc. (GES) • 6800 Santa Fe Drive, Hodgkins, IL 60625 • Fax: 702.638.6664
 Contact us Online: autoshowservice@ges.com Phone: 630.339.7373 or 630.339.7373 for international exhibitors

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



Chicago Auto Show
 McCormick Place
 February 12 - 22, 2015

Form Deadline Date:
 January 15, 2015

MANDATORY FORM*

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

A unique grid must be completed for each of the following services to ensure proper placement of items in your booth. Please do not combine services onto a single grid. Print/photocopy as needed.

- ☐ Hanging Signs - 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
- ☐ Installation & Dismantling - Form L-1

To use this grid:

- 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: _____)

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.

Need Assistance?

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