

McCormick Place West Exhibitor Rights

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



ASTRO Annual Meeting
McCormick Place West
September 15 - 17, 2019

Q: What work can I do in my own booth?

- A: Exhibitors may perform the following functions as long as they are full-time employees of the exhibiting company:
- Setting up and dismantling exhibits with the use of exhibitor-owned tools (ladders, hand tools, cordless tools and power tools) without limit to the booth size.
 - Assembling and disassembling materials, machinery or equipment.
 - Installing all signs (except overhead ceiling signs), graphics, props, balloons, other decorative items, or Exhibitor drapery, including the skirting of Exhibitor tables.
 - Delivering, setting up, plugging in, interconnecting and operating Exhibitor electrical equipment, computers, audio-visual devices and other equipment.
 - Skidding, positioning and re-skidding all Exhibitor material, machinery and equipment using non-motorized hand trucks and dollies.

Q: What type of equipment is not permitted?

A: Exhibitors and their employees are not allowed to operate or stand on forklifts, pallet jacks, scaffolding, motorized dollies or similar motorized or hydraulic equipment. This also applies to GES supplied equipment to include scissor lifts, platforms and safety cages.

Q: What is a full-time employee?

A: An exhibitor employee is identified as someone who has been employed by the exhibitor on a full time basis for a minimum of 6 months before the show's opening date.

Work Zone

Exhibitor acknowledges that the show site and surrounding areas are active work zones. Exhibitor, its agents, employees and representatives are present at their own risk.

If you encounter any difficulty with any laborer or if you are not satisfied with the work performed, please bring this to the attention of GES. Please refrain from voicing complaints directly to labor.