



FOUNDRY@PROJECT BOOTH PACKAGE DÉCOR RULES

1. **DESCRIPTION:** A Foundry@Project Booth Package is defined as a wall-less Project Booth Package that is 10' deep x 10' wide. The Foundry@Project Booth Packages have an approximate working space 9' 8¼" wide x 9' 8¼" deep.

Your booth package includes the following:

- Choice of 2 accessories
 - o Black Garment Rack (6'H x 6' L)
 - o Black Distinct Shelving Unit (72" H x 54" W x 14" D)
- 1 Black Distinct Table (30" H x 42" W x 30" D)
- 1 Mannequin bust form
- 3 Clear Wendy Chairs (35.8" H x 15" W x 19.7" D)
- 1 Wastebasket (15" H x 14" W x 9" D)
- 1 12" x 12" ID sign with Stand
- 1 LED Par Can light
- 300 lbs of material handling per booth (regardless of booth size) for direct to hall shipments (See default details below)



All fixtures, furniture, signage, display and decorative elements must remain within the booth line and may not extend into the aisles. Grids and collapsible chrome salesman rolling racks are not allowed for display on the Foundry show floor. If you have used chrome rolling racks to transport your garments to your booth, please be certain to remove them from the show floor prior to show open.

*Rendering is for illustrative purposes only. Items may change without notice.

2. **NO CUSTOM BOOTHS:** The Foundry@Project Booth Package exhibitors may not build out or bring custom booths.
3. **FIXTURE ORDER DEADLINE:** The Foundry@Project Booth Package exhibitors will automatically receive the booth package items outlined below. If the brand would like to receive a mix of display accessories, they must inform GES by **JULY 3, 2019**. If you neglect to submit your order by **JULY 16, 2019**, the fixture choice will revert to default set-up and any changes must be made on site at exhibitor's expense.

Default Set-up:

- Apparel companies: all racks
- Accessory/shoes/jewelry companies: all shelves

To order your Furniture and Accessories, visit the [GES Espresso Ordering Form](#). All package exhibitors must log in and place orders or Opt out.

4. **HEIGHT LIMIT:** Nothing may extend above 6' from the floor including product, décor, display items, accessories, furniture, truss, lighting, A/V equipment or signage. Hanging anything above the booth is prohibited.
5. **ATTACHED ITEMS:** Exhibitors may not affix, apply, hang or attach any item (including, but not limited to, hanging clips, lighting, fliers, banners, signage, stickers, decals or other items) on/to any booth package elements provided by Show Management. Any damage to the furniture due to unapproved materials, clips, sticker, etc. will be charged to the exhibitor for full replacement costs.
6. **GRAPHICS & SIGNAGE:** Signage must be free-standing and not attached to booth equipment. "Pop-up", "retractable" and "blinking" signage is not permitted. Graphics may not have a solid black or dark background. No Nudity will be allowed on graphics or signage.
7. **MUSIC, SOUND & AUDIO/VISUAL:** Show Management provides music for the show. Music & sound amplifying devices, other than those provided by Show Management, are prohibited. If an exhibitor has A/V equipment, sound must be turned OFF. A/V equipment must be located on the interior of the booth. Laptops and computer screens may not exceed 19" and must be in the interior of the booth. Screens are permitted for business purposes only and may not be used to run marketing video loop. Sound is not permitted – no exceptions.
8. **CUSTOM ACCESSORIES/FURNITURE & PROPS:** The Foundry@Project Booth Package exhibitors are not permitted to bring in any custom accessories, furniture or props without approval from show management. Please reach out to your sales representative for approval.
9. **CARPET & AREA RUGS:** Booth package includes raw flooring. Area rugs may be used but may not present as a tripping or safety hazard, must be finished with no raw edges and may not cover more than 75% of the booth floor.
10. **NEON/LIGHTING:** Neon and other decorative lighting are prohibited. If exhibitor requires supplemental lighting it must be ordered through the electrical contractor and fixtures cannot be visible from the show floor.
11. **MODELS:** Must stay with the booth.



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12. **CURTAINS & DRAPE:** are not permitted.
13. **FLORAL & SMALL PROPS:** are permitted with approval from show management.
14. **MANNEQUINS:** Must be half or full size, minimalist in design with no custom, lifelike or distinguishing features.
15. **ADDITIONAL BRAND(S) IN BOOTH:** No Exhibitor shall assign, sublet or share any part of its assigned space without the written consent of Show Management. Any Exhibitor who wishes to display additional brand(s) in its booth must submit the additional brand(s) to Show Management for approval. Upon Show Management's written approval, Exhibitor will be required to pay an additional fee per brand. If unapproved brands are found in Exhibitor's booth, exhibitor's booth will be closed down. All monies paid by exhibitor will be forfeited.