

## Height Variance Allowance Form

**DEADLINE: August 7<sup>th</sup>**

If you are concerned that your booth design does not adhere to standard tradeshow regulations, please submit your design to Show Management for review.

Complete the following information and submit this form along with drawings of your booth design, including dimensions of all elements and their distance from the aisle and/or neighboring exhibitors.

Exhibiting Company: \_\_\_\_\_

Design Company (if applicable): \_\_\_\_\_

Name of Person Submitting Design: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

You may email this form with your drawings to Alexandra Kapetanopoulos, Operations Coordinator, [Alexandra.Kapetanopoulos@KNect365.com](mailto:Alexandra.Kapetanopoulos@KNect365.com) no later than **August 7**.

Show Management will review the design submitted and approval of the design will be confirmed in the section below. If the design cannot be approved, a member of Show Management will contact you to discuss the design. Please allow 5 business days for processing.

For Show Management use only	
Approved	_____
Not Approved	_____
Reason	_____