

ISLAND BOOTH

All Island booths (if your booth is **20 x 20 or larger**) are required to submit a measured line drawing of your company's booth design including a drawing of any hanging signs structure to Event Management for approval by **October 7th, 2016**. Any failure to submit a drawing for approval will affect your priority points status.

Definition

Exhibit with one or more display levels in four or more standard units with aisles on all four sides.

Height

16' (16'0") is a typical maximum structure height allowance that includes signage, except in cases in which architectural and physical constraints restrict booth height. Hanging signs are permitted to a maximum height of **20' (20'0")**, with a **3'** clearance between the booth structure and any hanging signs. Written approval must be received from Event Management by **October 7th, 2016** for any structures exceeding **16'**.

Intent

When an island booth exceeds **8'3"** in height, it does not interfere with other exhibitors because it does not back up against another exhibitor's back wall. The extra height is often required in an island booth exhibit to permit the open walk-through approach normally used in this type of location. The **16'** maximum height limitation has been set to avoid undue competition between exhibitors to see who can go the highest or be seen the farthest, with each negating the others' efforts.

IMPORTANT

- Exhibitors are required when installing a display with a ceiling or second level to check with the local fire department to ensure that their display meets the necessary fire safety precautions involving smoke alarms, fire extinguishers, sprinkler systems and so on.
- If you have any type of interactive display, you should have a **2'** clearance from the aisle(s) to allow for attendee congregation. See demonstration guidelines.
- Walls may be installed in any portion of the booth; however, **30 percent** of the perimeter of the booth should be left open. The entire cubic content of this booth may be used, up to the maximum allowable height. Walls must be finished on both sides so as not to be unsightly to neighboring exhibitors.

Structural Integrity

All multistory exhibits, regardless of whether people will occupy the upper area or not, and all exhibit fixtures and components taller than **16'0"** in height must have drawings available for inspection by exposition management, the installation and dismantling contractor, the exhibitor and governmental authority during the time the exhibit is being erected, exhibited and dismantled at the show site. The drawings must include a signature or stamp of a reviewing structural engineer indicating that the structure design is properly engineered for its proposed use and a signature of an authorized official of the exhibit building company indicating that the structure is built in compliance with the details and specifications set forth on the drawings. Signs must also be posted indicating the maximum number of people the structure will accommodate.

Intent

Exhibitors in the vicinity of island exhibits are entitled to the same reasonable safety precautions they would expect if they were adjacent to a standard booth.

