



## 3. Booth Construction Regulations

### Booth Appearance

All booths, regardless of size, must be in keeping with the environment at GovSec. Display materials, signs, etc. may not be hung on drapery and must be professionally provided.

### Booths & Displays

#### What is Included in Your Exhibit Space...

##### GovSec and NCS companies:

- 8' high blue/silver/red back wall (pipe & drape)
- 3' high red side rail (pipe & drape)
- 7" x 44" booth identification sign

##### U.S Law Enforcement companies:

- 8' high red back wall (pipe & drape)
- 3' high red side rail (pipe & drape)
- 7" x 44" booth identification sign

##### CPM companies

- 8' high blue back wall (pipe & drape)
- 3' high blue side rail (pipe & drape)
- 7" x 44" booth identification sign

#### What is Not Included in Your Exhibit Space:

- Carpet, Carpet Cleaning, Electric, Internet and Furnishings are NOT provided. These services can be ordered using the appropriate forms in service kit.
- Please order from our official vendors to receive discounted rates and on-site service assistance

#### Aisle Carpet and Masking Drape:

Show Management will provide blue aisle carpet and blue/silver/red masking drape on the perimeter of the show Expo Hall

Island booths will not be provided with drapery or signs. Peninsula booths are not provided with side rails

### Booth Height Restrictions\*

Below are the height limits for types of booths. If you are unsure of your booth type, please call your sales representative or our Exhibitor Help Line at email: [mbirnie@1105govinfo.com](mailto:mbirnie@1105govinfo.com)

Booth Type	Height Limit	Description
Linear Booth	8'	Bounded by 1 or 2 aisles
Perimeter Booth	12'	Bounded by 1 or 2 aisles & at the perimeter of the Exhibit hall
Peninsula Booth	20'	Bounded by 3 aisles
Island Booth	24'	Bounded by 4 aisles

\*IMPORTANT NOTE: Linear, Perimeter and Peninsula Booths may have structures up to the maximum allowable height except on sides bordering the aisles, where structures must be limited to 4' in height for the first 5' from the aisle.

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## Booth Construction

Raw wood, cardboard or similar material for wings to booths must be covered or painted if they are visible in adjacent booths. Distribution of samples and printed material of any kind, and any promotional material is restricted to the confines of the exhibit booth.

If an exhibitor plans to install a completely constructed display of such a character that the exhibitor will not require or desire the use of standard booth equipment, no part thereof shall so project as to obstruct the view of adjacent booths.

Any display deemed unprofessional in appearance, at the sole discretion of Show Management, will not be permitted. Failure to comply with these rules and regulations will result in the alteration or removal of the booth at the exhibitor's expense. Rental fees for services and exhibit space are not refundable.

It is agreed that if the exhibitor fails to comply in any respect with the terms of the agreement, then Show Management shall have the right without notice to the Exhibitor to sell or offer for sale the exhibit space covered by the contract, said Exhibitor to be liable for deficiency, loss or damage suffered by the exhibition of the premises stated, which loss or damage the Exhibitor agrees to pay the exhibition upon demand together with reasonable expenses and costs incurred by reason thereof.

Show Management will not be liable for the fulfillment of the contract as to the delivery of exhibit space if non-delivery is due to any of the following causes: By reason of the facility being damaged or destroyed by fire, flood, earthquake, act of God, public enemy, war or insurrections, strikes, the authority of the law, postponement or cancellation of the Exhibition, or for any cause beyond their control. It will however, in the event of its not being able to hold an exhibit for any of the above named reasons, reimburse Exhibitor on a pro-rata basis on the amount paid in, less any and all legitimate expenses incurred, as but not limited to rent, advertising, salaries, operating costs, etc

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## Hanging Signs

All exhibit signs, banners, booth ceiling or canopies, lighting grids or other exhibit related equipment etc. should be free standing and floor supported. Attachment to exhibit hall ceiling beams or trusses is not permitted except when approved by Show Management and the WEWCC and installed by the facility.

Approval for hanging signs will be considered for peninsula booths or island booths (20'x20' space or larger), provided they are not objectionable and there is no physical constraints to the facility. The hanging sign may not be higher than 24' from the ground. Requests for approval must be submitted no later than March 16, 2012 and accompanied by a description and drawing of the item(s) to be hung, location of hanging points, total weight of the item(s) and any other pertinent technical information. For more information, please contact Mary Birnie at [mbirnie@1105media.com](mailto:mbirnie@1105media.com)

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## Exposed Walls

All Exposed parts of constructed displays must be finished to present an attractive appearance when viewed from aisles or other adjoining booths. Exposed back and sidewalls may not display copy, logos, graphics or other advertising if they adjoin a neighboring booth. Exhibitors using curved pop up backdrops/displays may be required to provide side masking drape at their expense if the curvature exposed more than 3 feet of the back scaffolding.