

Rules and Regulations



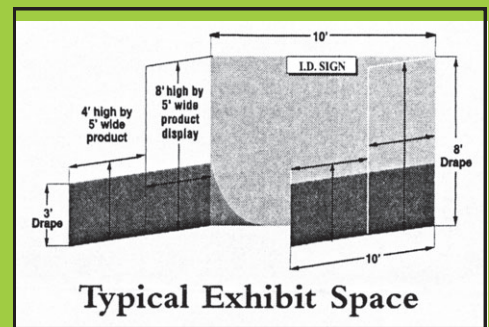
Exhibit Appearance

Exhibitors are expected to keep their exhibit spaces in good condition during show hours, and management reserves the right to approve the character of all exhibits. Any exhibit and/or content of an exhibit which does not meet management's approval shall be removed from the show.

Standard exhibits (one or more units in a straight line) will be confined to a maximum height of 8 feet. All display fixtures over 4 feet in height and placed within 10 linear feet of an adjoining exhibit must be confined to the back half of the exhibit. Exhibits must be configured to avoid blocking the sightline from the aisle to adjoining booth. Any portion of the exhibit bordering another exhibitor's booth must be finished out and may not carry signs that would detract from the adjoining exhibit.

Island exhibits (4 or more booths with aisles on all 4 sides) have no height restrictions. Since an island exhibit is automatically separated from neighboring exhibits, full use of the exhibit space is permitted. Pre-approved banners may be hung from the ceiling, not to exceed 9 feet by 4 feet. Contact Show Management for cost to hang banners.

Unfinished Exhibits Exposed areas of display backs or sides must be finished or covered so they do not present an unsightly appearance when viewed from adjoining exhibits or aisles.



Banners/Signs

Only island exhibits (4 or more booths), sponsors, or pavilions are allowed to hang pre-approved overhead signs or banners in the show. Signs must be professional, of appropriate size and nature, and displayed within the limits of leased exhibit space. Show Management reserves the right to remove any sign deemed unacceptable.

Noise

Exhibits which include the operation of equipment, musical instruments, radios, audio/visual equipment, public address systems, or any noise-making machines or equipment must be arranged so that noise resulting from the demonstration will not disturb adjacent exhibitors and their patrons. Show Management has authority over volume.

Lighting

Fire Marshal ruling of display lighting is as follows: small round or small rectangular fixtures of 250 watt bulbs or less from manufactured modular display companies are allowed. Lighting fixtures must be secured safely and out of the reach of the public. If you need additional questions answered by the Fire Marshal's office, please call (865) 215-2844.

Extension Cords

Only the yellow or orange heavy-duty 3-pronged extension cords meet Fire Marshal standards. You may connect a power strip to a yellow or orange extension cord and then plug equipment directly to power strip. You may not connect extension cords to the power strip or extension cord to extension cord.

Staffing

Exhibit areas must be staffed throughout show hours. **A \$200 fine may be assessed to those breaking down their booth prior to show closing on Sunday, March 21, at 6:00 pm.**

Use of Exhibit Space

Demonstrations and use of circulars or promotional material must be kept within the exhibitor's assigned space. Non-exhibiting firms or organizations will not be permitted to solicit business within the show. No advertising, circulars, catalogues, folders or devices shall be distributed in the aisles, registration areas or other areas of the leased facility. Any activity that results in obstruction of aisles or nearby exhibitor's space shall be suspended until solution to congestion is found.