

Gasketing/Converting Expo '10 Exhibitor Guidelines

1. Exhibit space will be assigned on a first-come, first-served basis.
2. Each table will be 6 feet long, 30 inches wide, and 30 inches high.
3. All exhibit items are to be supplied by the Exhibitor and must fit on the top of the table and/or on an Exhibitor provided table-top mounted display panel.
4. Displays must be no wider than 6 feet (unless you have reserved multiple tables) and no higher than 10 feet from the ground. No curtains, backdrops, or freestanding signs are permitted.
5. Electricity in booths is permitted.
6. Sound amplification is prohibited.
7. Food and beverages in booths are permitted, but alcohol is not.
8. Exhibitors are not permitted to have hospitality suites during the conference.
9. All table top personnel must register for the meeting.
10. Booth personnel for non-member exhibitors must be full-time employees of the company.
11. Rep agencies are not eligible to exhibit.
12. Set-up will be on Wednesday, March 24, 2010 from 7:00 AM - 8:30 AM.
Tear-down will be immediately following the Expo.
13. An Exhibitor Service Manual containing literature and rates for shipments, material handling, and electricity will be sent to exhibitors in February 2010.