

Exhibit Specification Regulations

Exhibit Specifications are subject to change at the discretion of Show Management. If you have any questions about your exhibit configuration, these Exhibit Specifications or any matter pertaining to exhibiting at PPAI events, please email Expositions@ppai.org.

PPAI Show Management may require an Exhibitor to make changes in an exhibit if, in Show Management's opinion, the exhibit does not conform to prevailing standards of good taste. Changes will also be required if the exhibit interferes with the rights of others. Exhibitors shall not congregate or solicit trade in the aisles, and no exhibitor shall conduct himself or herself in a manner offensive to decency or good taste. No disturbances of economic or political demonstrations, including picketing against other registrants, shall be allowed.

All exhibitors are expected to abide by and observe all laws, rules, regulations and ordinances of any governmental authority and all rules of the facility.

FIRE AND SAFETY REGULATIONS. Exhibitors are expected to comply with all city regulations in effect at the facility. All materials used in the construction of the booth and all decorative materials (drapery, table coverings, banners, foam board, signs, set pieces, etc.) within exhibitor's booths must be non-combustible or made flame retardant. Certificates of flame-retardant treatment must be submitted to the Clark County Fire Department (CCFD) along with samples of said materials prior to construction of booth. Exhibitor must maintain copies of flame certificate on premises as the CCFD can require verification at any time. Foam plastic elements greater than 1/4- inch thickness shall not be permitted. Fire resistant foam board signage, not greater than 1/2 -inch thickness, is acceptable in exhibit booths. Utilizing cardboard boxes as a part of exhibits or displays is not permissible.

Exhibit booths shall not interfere with access to emergency exits or restrict visibility of emergency exit signs. Exhibits and displays may not obstruct any aisles or public spaces.

For full details, please refer to the Las Vegas Fire Regulations section provided in the Exhibitor Service Manual.

AMERICANS WITH DISABILITIES ACT (ADA). All exhibiting companies are required to be in compliance with the Americans with Disabilities Act (ADA), and are encouraged to be sensitive, and as reasonably accommodating as possible, to attendees with disabilities. Information regarding ADA compliance is available from the U.S. Department of Justice ADA Information Line (800) 514-0301, and from the ADA website at www.ada.gov.

Exhibit Height Overview

All measurements are listed in U.S. feet and inches where '=feet and '"-inches.

	Inline / Linear	Corner	Perimeter	Island
Standard Height Allowance	8'	8'	8'	16'
Extended Height Allowance*	10'	10'	16'	22'
Hanging Sign Permitted*	No	No	No	Yes Up to 22'

*Upcharge applies

Linear Booth

	Inline / Linear
Standard Height Allowance	8'
Extended Height Allowance*	10'
Hanging Sign Permitted*	No

*Upcharge applies

DEFINITION. Linear Booths, also called “in-line” booths, are generally arranged in a straight line and have neighboring exhibitors on their immediate right and left, leaving only one side exposed to the aisle.

DIMENSIONS & USE OF SPACE. Linear Booths are ten feet (10') wide and ten feet (10') deep, i.e. 10'x10'.

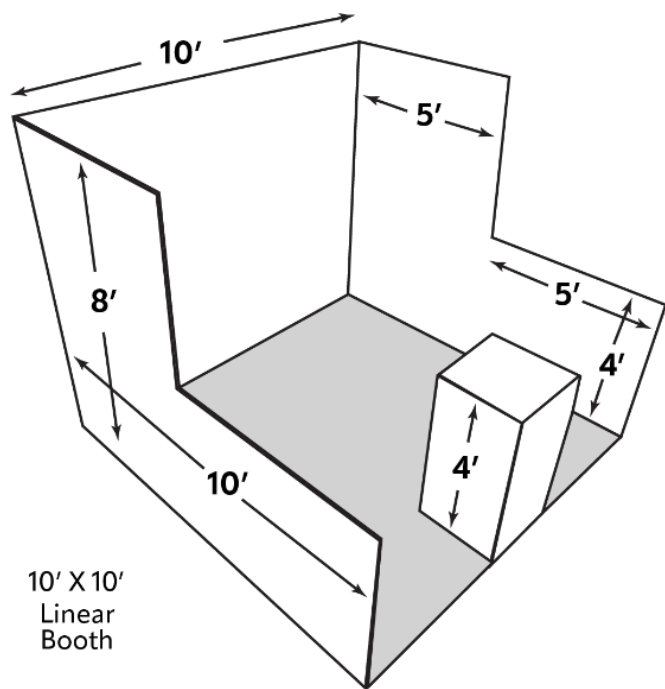
A maximum back wall height limitation of eight feet (8') is allowed, and no display elements should be visible above the back drape. Extended Height may be purchased, please refer to [Extended Height](#) for rules and regulations.

Display materials should be arranged in such a manner so as not to obstruct sight lines of neighboring exhibitors. A maximum height of eight feet (8') is permitted only in the rear half of the booth space. In the remaining space forward to the aisle, a four-foot (4') height restriction applies to all materials.

When three (3) or more Linear Booths are used in combination as a single exhibit space, the four foot (4') height limitation is applied only to that portion of exhibit space which is within ten feet (10') of an adjoining booth.

DISPLAY NOTES. Due to electrical utility drops, approximately one foot (1') of rear space may be impeded. Exhibitor should also allow three inches (3") on each side for pipe and drape. When designing the booth layout, Exhibitor should take into account the thickness of carpet, carpet padding, and display components to ensure full compliance with space and height regulations.

Linear Booth Cont.



Corner Booth

	Corner
Standard Height Allowance	8'
Extended Height Allowance*	10'
Hanging Sign Permitted*	No

*Upcharge applies

DEFINITION. A Corner Booth is a Linear Booth at the end of a series of in-line booths with exposure to intersecting aisles on two sides.

DIMENSIONS & USE OF SPACE. All guidelines for Linear Booths apply.

Perimeter Booth

	Perimeter
Standard Height	8'
Extended Height*	16'
Hanging Sign Permitted*	No

*Upcharge applies

DEFINITION. Perimeter Booth is a Linear Booth that backs to an outside wall of the exhibit facility rather than to another exhibit.

DIMENSIONS & USE OF SPACE. All guidelines for Linear Booths apply to Perimeter Booths except that the extended height fee of twelve percent (12%) is paid to be allowed to extend up to sixteen feet (16') high.

Island Booth

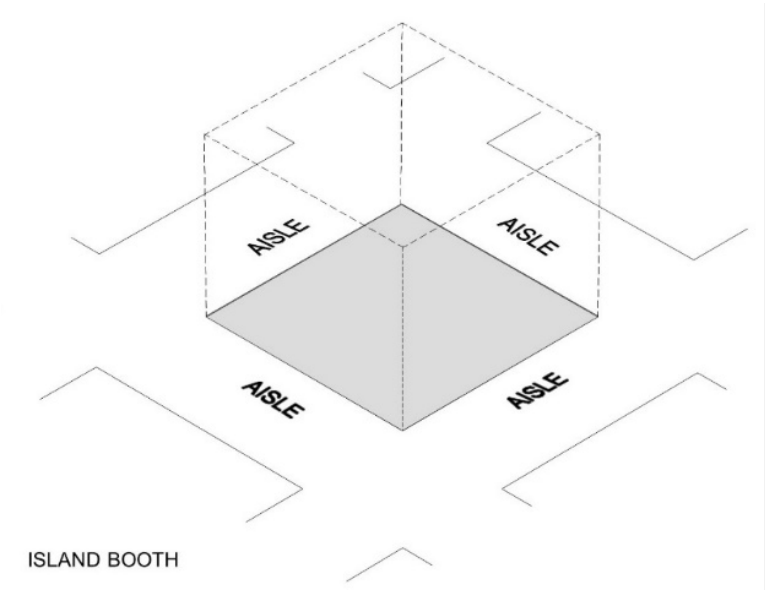
	Island
Standard Height Allowance	16'
Extended Height Allowance*	22'
Hanging Sign Permitted*	Yes Up to 22'

**Upcharge applies*

DEFINITION. An Island Booth is a booth exposed to aisles on all four sides.

DIMENSIONS & USE OF SPACE. An Island Booth is a minimum of twenty feet (20') by twenty feet (20') or larger, although configurations vary. The entire Cubic Content of the space may be used up to the maximum allowable height, which is sixteen feet (16'). Twenty-two feet (22') is the maximum height allowed when paying the twelve percent (12%) extended height upcharge. All hanging signage and graphics require an additional upcharge. See the Hanging Signs Section for details. For any ground supported structure requiring rigging support from the ceiling, the twelve percent (12%) upcharge will be enforced, as if it were hanging signage.

DISPLAY NOTE. Due to the electrical requirements of the entire event, Mandalay Bay Utilities reserves the right to position electrical boxes on the show floor, which may impact your booth space.



Extended Height

Extended Height may be purchased for your space for an additional twelve percent (12%) of your total exhibit space cost, based on your booth configuration. Exhibitor is responsible for covering cost of structure and signage used in the extended height area. Please note the following Extended Height allowances:

	Inline / Linear	Corner	Perimeter	Island
Standard Height Allowance	8'	8'	12'	16'
Extended Height Allowance*	10'	10'	16'	22'

*Upcharge applies

DISPLAY NOTE FOR LINEAR AND CORNER BOOTH. All exposed exhibit components extending above the eight feet (8') high pipe and drape backwall must have a finished appearance. This means they should be neatly painted a solid color, with no visible wires or framing, or be covered with drape. Exposed back walls may not display any copy, logos, graphics, advertising or signage. PPAI Show Management reserves the right to correct at Exhibitor's sole expense.

Hanging Signs for Island Booths

A Hanging Sign upcharge may be purchased for your booth space, for an additional twelve percent (12%) of your total exhibit space cost. Hanging Signs should be set ten feet (10') from adjacent booths and be directly over contracted space only.

Hanging signs must be positioned with the bottom edge no lower than fourteen feet (14') from the floor and the top edge of the sign must not exceed twenty-two feet (22') from the floor. Exhibitor is responsible for ensuring that their hanging sign complies with these limits.

If any hang point exceeds 200 lbs. please notify the official contractor for official authorization. All electrical hanging signs must be in proper working condition and comply with the National Electrical Code.

For LED hanging signs, a digital proof must be submitted to PPAI Show Management at least 90 days prior to Exhibitor Move-In. Show Management reserves full discretion regarding approval, considering factors such as, but not limited to, brightness, flashing, and speed.

Additionally, all hanging sign proofs and dimensions must be provided to PPAI Show Management at least 90 days prior to Exhibitor Move-In for final approval.

Aisle Carpet Span

Linear exhibits with at least six hundred (600) square feet of exhibit space and at least three (3) booths on each side of the aisle facing each other may choose to have carpet spanned over the aisle, for an additional (12%) of your total exhibit space cost. The aisle must remain open and unobstructed, serving solely as a walkway. While no products, furniture, or display items may be placed in the aisle, Exhibitor may choose to incorporate a modest number of floor clings within the carpeted span- these must not obstruct foot traffic. Exhibitor is responsible for covering the cost of both carpet, carpet pad, and floor clings used in the Aisle Carpet Span area.

Hanging Sign for Aisle Carpet Span

Linear exhibits with at least six hundred (600) square feet of exhibit space and at least three (3) booths on each side of the aisle facing each other may purchase a Hanging Sign upcharge for an additional (12%) of your total exhibit space. Exhibitor must have already purchased an Aisle Carpet Span for (12%), totaling a combined twenty-four percent (24%).

Hanging Sign must be positioned at least ten feet (10') from adjacent neighboring booth(s). Hanging Sign must be hung directly over the aisle and not span into your purchased booth space. Due to varying aisle widths throughout the exhibit hall, Exhibitor should verify compliance with PPAI Show Management.

Hanging signs must be positioned with the bottom edge no lower than fourteen feet (14') from the floor and the top edge of the sign must not exceed twenty-two feet (22') from the floor. Exhibitor is responsible for ensuring that their hanging sign complies with these limits.

If any hang point exceeds 200 lbs. please notify the official contractor for official authorization.

All electrical hanging signs must be in proper working condition and in compliance with the National Electrical Code.

For LED hanging signs, a digital proof must be submitted to PPAI Show Management at least 90 days prior to Exhibitor Move-In. Show Management reserves full discretion regarding approval, considering factors such as, but not limited to, brightness, flashing, and speed.

Additionally, all hanging sign proofs and dimensions must be provided to PPAI Show Management at least 90 days prior to Exhibitor Move-In for final approval.

Multi-Story Exhibits

Exhibitors must provide engineering stamped documents for all Multi-Story Exhibits. Exhibitors must notify PPAI Show Management in writing no later than 90 days from the opening date of event, for approval and further instruction. Multi-Story booths may not be allowed to be installed until PPAI Show Management approves.

A Multi-Story Exhibit is a booth where the display fixture includes two or more levels. Multi-Story Exhibits are only permitted for Island Booths only. All multi-story booths must have two (2) remote means of egress if the upper level is greater than 300 square feet. If any exhibiting booths have multiple levels or room(s) with enclosures, visible notification must appear on the stairway(s) or outside the room. This notice must state the maximum occupancy permissible or total weight load allowable on the second story at one time. If the second story occupancy level allows more than ten (10) people at one time, a second stairway must be present.

Canopies, Flags & Umbrellas

All canopies, including ceilings, umbrellas and canopy frames, require prior approval from PPAI Show Management. These items may not be permitted onsite without written approval.

Exhibitor must submit a written request to PPAI Show Management no later than 60 days before the event's opening date to obtain approval and receive further instructions.