PPAI EXPO

Exhibit Specifications

Exhibit Specification Regulations

Exhibit specifications are subject to change at the discretion of PPAI 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.

Conduct that is objectively offensive to decency or good taste or otherwise infringes or harms the rights of others is prohibited. 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 responsible for complying with all applicable fire, and operational requirements established by the Clark County Fire Department (CCFD), the facility, and PPAI. Exhibitors must ensure their exhibit design, materials, equipment, and operations comply with all applicable codes, regulations, permits, and safety requirements.

For complete Fire Marshal requirements, policies, and regulations, please refer to the Fire Marshal Regulations section of this Exhibitor Service Manual. Exhibitors are responsible for reviewing and complying with all current requirements, included any updates or directives issued by the CCFD, the facility, or PPAI Show Management.

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 http://www.ada.gov/.

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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′.

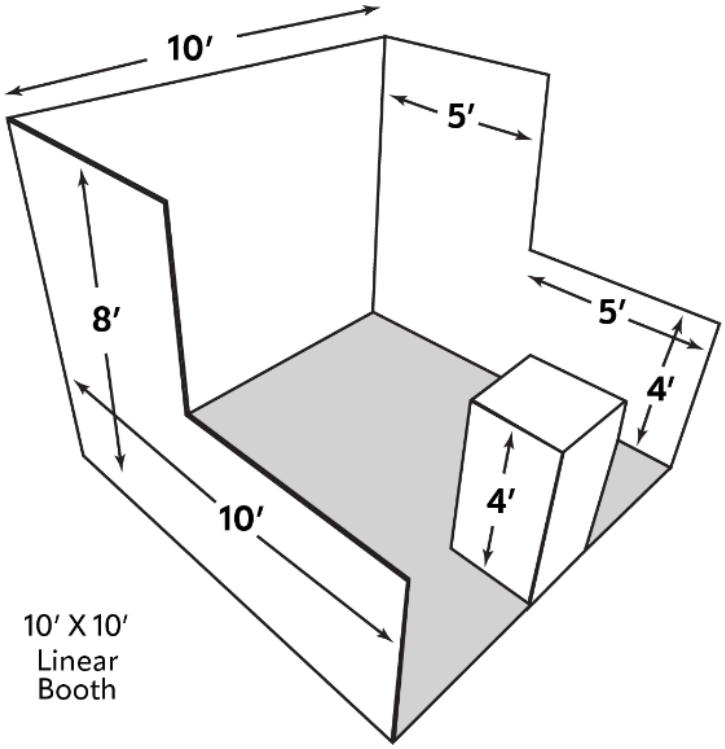
A maximum back wall height limitation of eight feet (8′) is allowed, and no display elements should be visible above the back drape. Extended Height may be purchased, please refer to Extended Height for rules and regulations.

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.

Linear Booth Cont.

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



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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.

Island Booth Cont.

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.

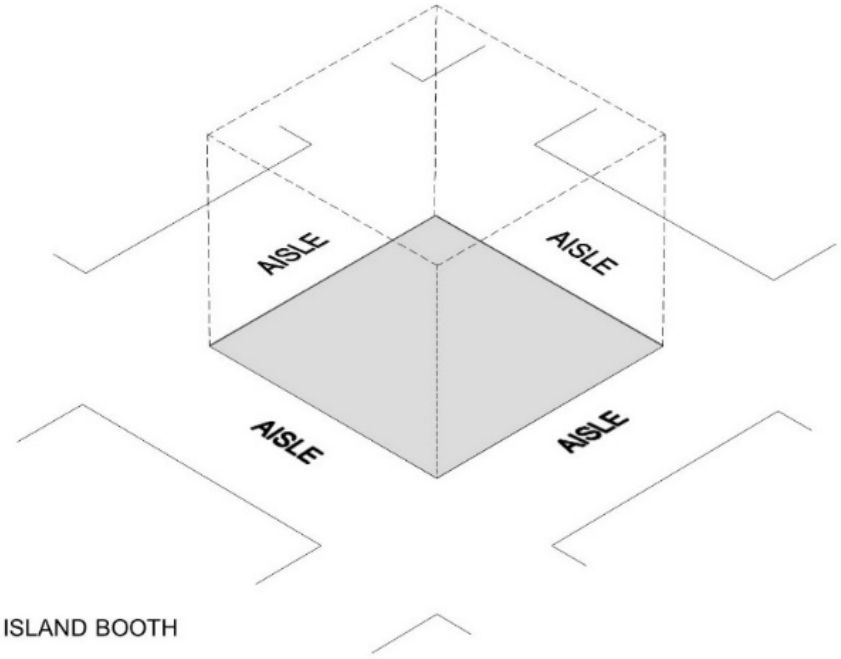
ISLAND BOOTH COLUMN WRAPS. Exhibitors with an Island Booth that is adjacent to a facility column located within four (4) feet of the exhibit space may be eligible to wrap the column at the Exhibitor's expense, subject to prior approval from PPAI Show Management and the facility.

Column wraps must comply with all applicable venue and fire safety requirements. Columns containing fire hose cabinets, fire strobes, pull stations, emergency equipment, or other life-safety devices may be restricted from being wrapped or may require modifications to the proposed design.

An additional upcharge will apply for approved column wraps. Exhibitors interested in wrapping an adjacent column should contact their Account Manager for eligibility requirements, pricing, design specifications, and approval procedures. No column wrap installation may proceed without prior written approval from PPAI Show Management.

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.

Island Booth Cont.



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. Exhibitors are 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*

Extended Height Cont.

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 positions 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. Exhibitors are 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 ninety (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 ninety (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, Exhibitors may choose to incorporate a modest number of floor clings within the carpeted span- these must not obstruct foot traffic. Exhibitors are responsible for covering the cost of both carpet, carpet pad, and floor clings used in the Aisle Carpet Span area.

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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 positions 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 ninety (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 ninety (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 ninety (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.

Engineering-stamped plans must be submitted for review and approval each year the exhibit is used, regardless of whether the exhibit has been previously approved or exhibited at a prior PPAI event.

Multi-Story Exhibits Cont.

Engineering stamps issued by a licensed Nevada professional engineer are preferred and may be required to satisfy venue, fire marshal, or local jurisdiction requirements.

A Multi-Story Exhibit is a booth where the display fixture includes two or more levels. Multi-Story Exhibits are permitted only for Island Booth configurations.

PPAI Show Management reserves the right to require revised plans, additional structural documentation, or third-party engineering review as a condition of approval.

FIRE MARSHAL REGULATION. 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, Tents & Umbrellas

All canopies, tents, umbrellas, flags, and similar overhead or freestanding display elements require prior written approval from PPAI Show Management. These items may not be installed or displayed onsite without such approval.

To minimize visual obstruction and maintain equitable sightlines throughout the exhibit hall, approved items must be displayed at the lowest practical height and may not exceed the maximum standard booth height, unless Exhibitor has purchased or received approval for an applicable extended-height booth configuration.

Canopies, flags, tents, umbrellas, and similar display elements must be directly related to products or services offered by Exhibitor and may not be used primary for additional branding, advertising, or visibility beyond what is otherwise permitted within the contracted exhibit space.

Canopies, Flags, Tents & Umbrellas Cont.

Exhibitors must submit a written request to PPAI Show Management no later than sixty (60) days before the event opening date to obtain approval and receive further instructions. PPAI Show Management reserves the right to approve, deny, modify, reposition, or require removal of any such display element that, in its sole judgment, interferes with sightlines, impacts neighboring exhibits, or is inconsistent with the intent of these regulations.

FIRE MARSHAL REGULATION. Tents over 200 square feet and canopies over 400 square feet require special permits per the Clark County Fire Department.