

General Display Regulations

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 booths must be non-combustible or made flame retardant. Certificates of flame retardant treatment must be submitted to the Cook County Fire Department along with samples of said materials prior to construction of booth. You must maintain copies of flame certificates on premises as the Cook County Fire Department can require verification at any time.

All exhibit booths must maintain clear and appropriate exits from the booth. The travel distance within any exhibit booth or exhibit enclosure to an exit access shall not exceed 50 feet. Any enclosed booth of 750 square feet or more must have a minimum of two exits as remote from each other as possible. Single level exhibit booths greater than 300 square feet must also have a minimum of two exits as remote from each other as possible.

Exhibit structures must be contracted to allow sufficient tolerance (minimum of 9") on each side and the rear of the booth for utility equipment and service.

Exposed, unfinished sides of exhibit backgrounds must be draped to present an attractive appearance.

Additional regulations apply. Review the **Fire Regulations, Signage and Graphics Regulations** as well as all of the **Event Regulations** before proceeding with the design of your exhibit. Variances will not be granted for any booth.

In-Line Booth

An in-line booth is defined as one or more standard units in a straight line (minimum 100 feet)

Height

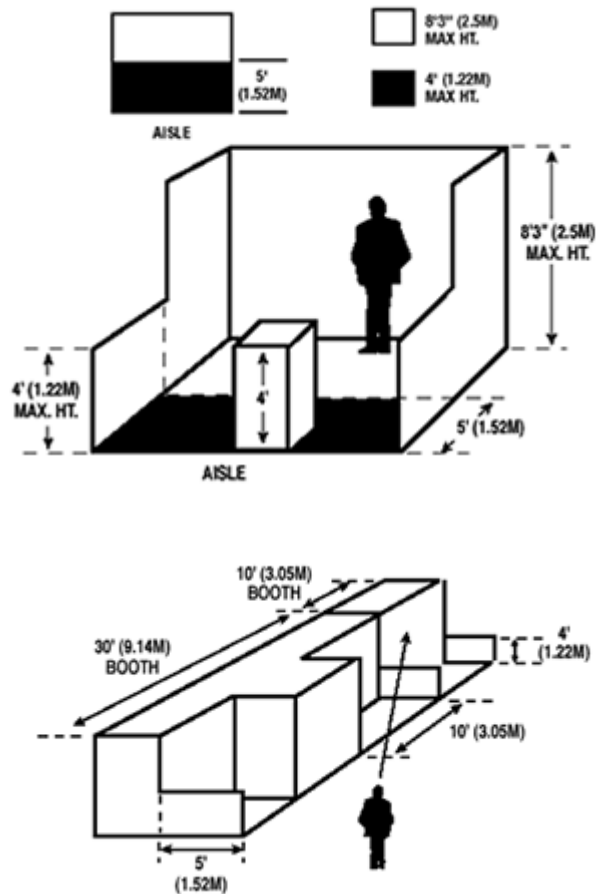
Exhibit fixtures, components and identification signs are permitted to a maximum height of 8'3" (2.5m).

Set Back

All display fixtures over 4'0" (1.22m) in height and placed within 10 lineal feet (3.05m) of an adjoining exhibit must be confined to that area of the exhibit space which is at least 5'0" (1.52m) from the aisle line. The set back rule is waived for machinery displays.

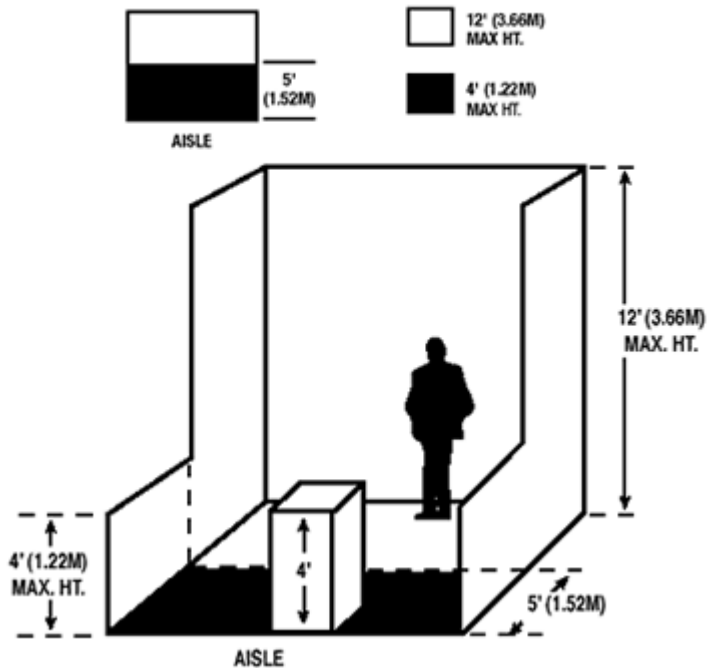
Hanging Signs

Hanging signs are not permitted over in-line booth configurations.



Perimeter Booth

A perimeter booth is an in-line booth located on the outer perimeter wall of the exhibit floor.



Height

Exhibit fixtures, components and identification signs are permitted to a maximum height of 12'0" (3.66m).

Set Back

All display fixtures over 4'0" (1.22m) in height and placed within 10 lineal feet (3.05m) of an adjoining exhibit must be confined to that area of the exhibit space which is at least 5'0" (1.52m) from the aisle line. (See above for diagram). The set back rule is waived for machinery displays.

Hanging Signs

Hanging signs are not permitted over in-line booth configurations.

Island Booth

An island booth is exhibit space 400 square feet or greater, with aisles on all four sides.

Height

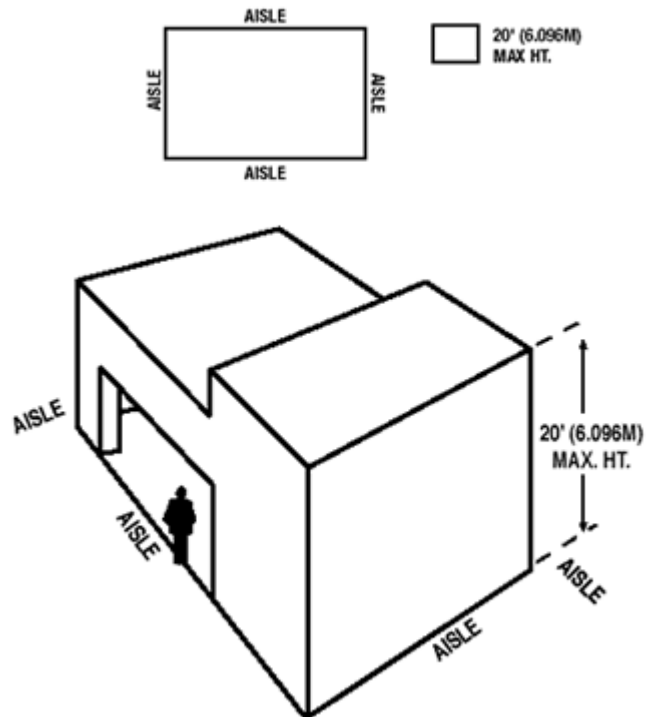
Exhibit fixtures, components and identification signs are permitted to a maximum height of 20'0" (6.096m).

Set Back

Because an island booth is automatically separated by the width of an aisle from all neighboring exhibits, there is no set back regulation.

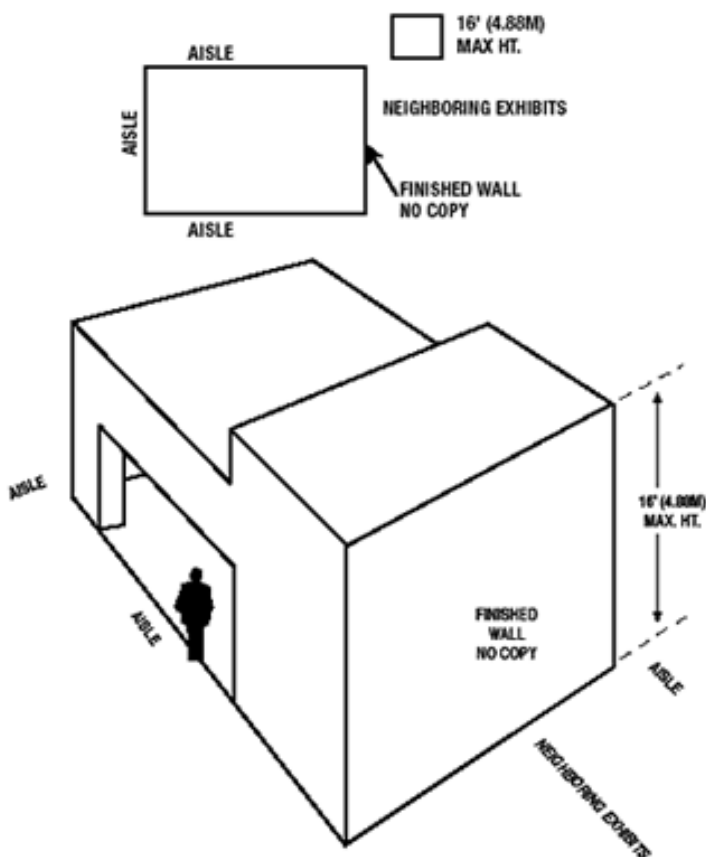
Hanging Signs

Hanging signs are permitted over island booth configurations. Hanging signs are considered a part of the overall display, and are limited by the height restrictions for the booth type. Hanging signs for island booths are limited to 20', measured from the top of the sign to the floor.



Peninsula Booth

A peninsula booth is exhibit space 400 square feet or greater (minimum of 20' in length and depth), with aisles on three sides, which backs another peninsula booth.



Height

Exhibit fixtures, components and identification signs are permitted to a maximum height of 16'0" (4.88m).

Set Back

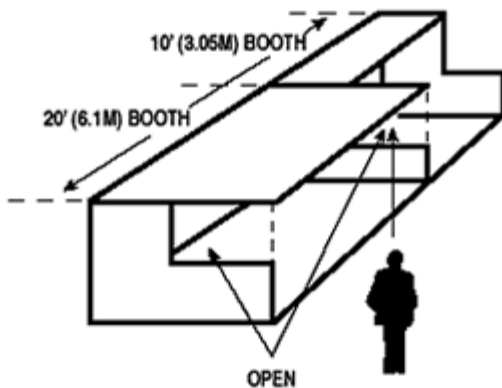
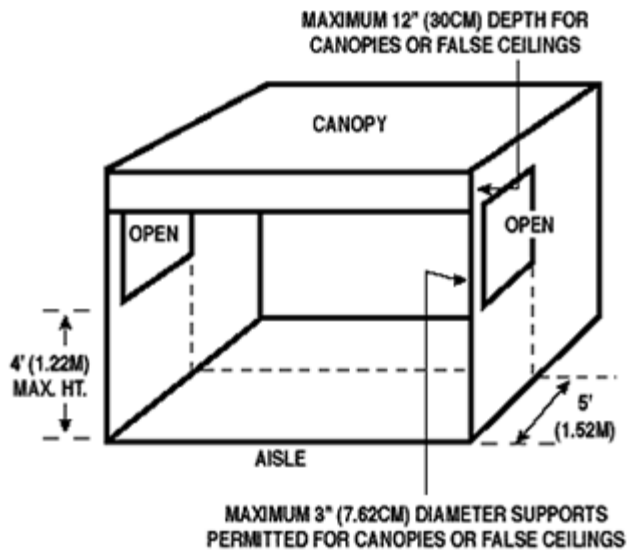
Because a peninsula booth is automatically separated by the width of an aisle from adjacent exhibits, there is no set back regulation.

Hanging Signs

Hanging signs are permitted over peninsula booth configurations. Hanging signs are considered a part of the overall display, and are limited by the height restrictions for the booth type. The height restriction for hanging signs for peninsula booths are limited to 16', measured from the top of the sign to the floor.

Canopies and Ceilings

A canopy or ceiling is an exhibit component supported over an exhibit space for decoration or privacy.



Height

Canopies, false ceilings, umbrellas and any enclosures are permitted to a height that corresponds to the height regulation for the appropriate exhibit configuration of which they are a part. For example, canopies will not exceed 8'3" (2.5m) in height in an in-line booth configuration. Furthermore, the canopy or false ceiling will not exceed 1'0" (30cm) in depth and cannot be used for identification or display purposes.

Depth

Canopies may extend out to the aisle line and up to the booth line on either side of an exhibitor's space provided that the support structure will not exceed 3" (7.62cm) in width when placed within 10 lineal feet (3.05m) of an adjoining exhibit and not confined to that area of the exhibit space which is at least 5'0" (1.52m) from the aisle line. Furthermore, canopies, false ceilings, umbrellas or enclosures cannot be used for identification or display purposes.

Occupancy

Exhibit booths with enclosures must ensure visible notification of maximum occupancy is posted outside of enclosure.