**GENERAL BOOTH CONSTRUCTION AND ARRANGEMENTS GUIDELINES**

Booth decorations are to be professional, standard booth design. When designing exhibits and planning for the display of products and literature, for both in-line and island booths, good judgment and consideration for neighboring exhibitors and attendees should be the exhibitor’s primary objective. An island booth is typically 20ft by 20ft (6.096m x 6.096m).The entire cubic content of the space may be used up to the maximum allowable height of 16ft including signage.

No signs, parts of exhibits, supplemental lighting or any other exhibit material may be suspended from or attached to the ceiling of the exhibit hall. Exposed or unfinished sides and/or backs of exhibits and displays must be draped or finished so as to present an attractive appearance when viewed from aisles or adjoining exhibits. All exhibits will be inspected during setup and, at the direction of AAID, the decorator will install draping at the exhibitor’s expense to any part of the exhibit deemed objectionable by other exhibitors or AAID.

**STANDARD BOOTH**

All linear booths are 100 sq. ft. (10’ x 10’) unless otherwise noted. Booths have a back wall drape that is approximately 8’ high, with sidewall drapes that are 36” high. If booth layout design exceeds 8’ in height, booth design **must be approved by AAID staff**. All display fixtures over 4’ in height and placed within 10 linear feet of an adjoining exhibit must be confined to that area of the exhibitor’s space that is at least 5’ from the aisle line. The intent of the height and depth restrictions is that each exhibitor is entitled to a reasonable sight line from the aisle regardless of the size of exhibit. Exhibits are not permitted to span an aisle by ceiling or floor covering. AAID reserves the right to relocate any booth in the hall.

**STRUCTURAL INTEGRITY**

All exhibit displays should be designed and erected in a manner that will withstand normal contact or vibration caused by neighboring exhibitors, hall laborers, or installation/dismantling equipment, such as fork lifts. Displays should also be able to withstand moderate wind effects that may occur in the exhibit hall when freight doors are open. Refer to local building codes that regulate temporary structures.

It is recommended that all exhibits 20ft by 20ft (6.10m by 6.10m) and larger require a drawing, plans or renderings, preferably digital, to be submitted to the Organizer, and to the show’s Official Services Contractor.

Exhibitors should ensure that any display fixtures such as tables, racks, or shelves are designed and installed properly to support the product or marketing materials to be displayed.

**\*Caesar’s Palace Ceiling Height: 20’ 8”**