



Exhibitor Rules & Display Reference Guidelines

The following Exhibitor Rules & Display Reference Guidelines have been established by ASM International, Show Management. These guidelines are created to promote continuity and consistency among tabletop exhibitors and follow industry tabletop exhibitor rules of the road.

Exhibitor Rules

- Full pop up booths may **NOT** be used with your tabletop. Package includes an 8 foot wide space, normal size of pop up booths are 8 foot x 10 foot and are too large for your space.
- Display materials should be arranged in such a manner so as not to obstruct Line-of-Site for neighboring exhibitors.
- Exhibitors are encouraged to display promotional items on the tabletop.
- Tabletop displays & banner stands **MUST NOT** exceed 84 inches in height – meaning from the floor to the top of your display cannot be taller than 84 inches.
- Floor standing display banner stands (*must be put behind your table*) must not exceed 84 inches in height and 42” in width.
- Floor standing display banner stands are not permitted in front or on the side of the tabletop. **Any pop up banner MUST be behind your table.** There will be approximately 3 feet behind the table which includes the space needed and room for your provided chairs.
- Please do not leave valuables at your tabletop space overnight! There will only be roaming security during closed hours / overnight.
- Exhibitors may not solicit in the aisles or in any other location in, around or outside the hotel except at their tabletop booth.



Sample tabletop display

Exhibitor Welcome letters will be placed on each tabletop during exhibitor set-up which includes any updated exhibit hours and pertinent exhibiting information while onsite.