



May 5 – 8, 2025 | Tampa, FL

Booth Guidelines & Restrictions

General Rules:

- All height restrictions and floor load capacities are subject to physical limitations of the exhibition hall or ballroom. Prior to construction, Exhibitor has the responsibility to check the shows floor plans for height capabilities and floor load capacities for Exhibitor's assigned location.
- Multi-level booths and covered areas 900 SF or more must send stamped engineering drawings to show management for booth approval no less than 60 days out from the first move in day. Show Management will submit drawings to the Fire Marshal's office for approval. Any modifications made to booth designs that have already been approved by the Fire Marshal must be re-submitted for additional approval. No exceptions.
- **FIREARM EXHIBITS POLICY** - All firearms intended for the exhibition are only permitted in the Tampa Convention Center (TCC) and must be assessed for their deactivation status prior to displaying in your booth. No firearm exhibits are allowed in the JW Marriott. SOCOM personnel will complete firearms checks at the loading docks, dock door 1 at the TCC, or at your booth. Firearms will be tagged with security tags to indicate a successful assessment.

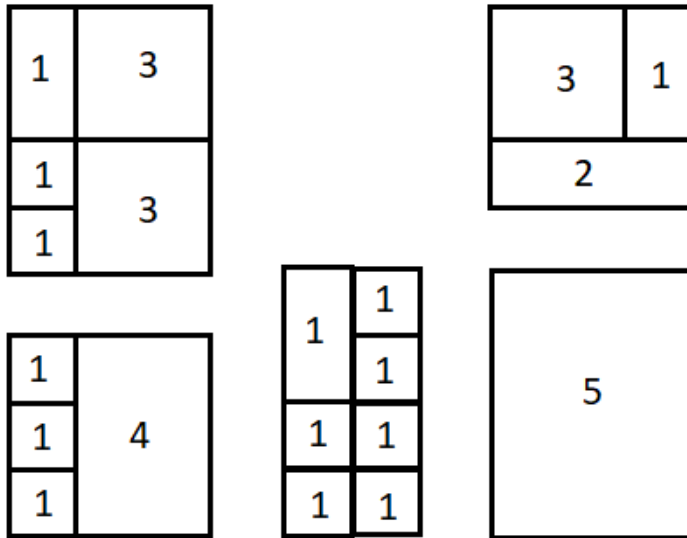
Weapons Storage:

- All firearm exhibits must be securely tethered to the booth while on display during exhibition hours and must be stored in the Arms Room overnight.
- Exhibitors must store exhibited firearms during exhibitor move-in and outside of show hours in the Arms Room. This Arms Room will be secured by Tampa PD overnight. Details concerning location and operating hours for the Arms Room will be provided by February 1, 2025.
- Failure to comply with the Firearm Exhibit policy may result in action taken to include, but not limited to, fines to the exhibiting company.
- Flooring in your exhibit space is mandatory but not provided with your exhibit space purchase. Tampa Convention Center Level 3, booths 200-2400, do not have carpeting, flooring is required. All other booths within the Tampa Convention Center and JW Marriott ballrooms and meeting rooms are carpeted. If you are not providing your own flooring for your booth, you can rent flooring from the show's General Service Contractor (please see the online exhibitor manual for more information). Show Management reserves the right to "force carpet" in any exhibit area that is without flooring before the end time for booth move-in/setup. Exhibitor is responsible for the flooring cost.
- At no point may an exhibitor pack up their exhibiting materials and leave the show earlier than the official close of the show. Any exhibitor found to do so will risk losing their rebooking status, impacting their involvement in future events.

General Rules Continued:

- Under no circumstances may any part of an exhibitor's display extend outside of the boundary of your contracted exhibit space regardless of the height clearance from the floor. This rule also applies to lights, speakers, and hanging signs. If you have any type of projection in your booth, it must stay within your booth space. You cannot project onto the walls or floors of the exhibit hall. If you do, you will be asked to remove the projection.
- To maintain a professional appearance of the exhibit hall, booths must have back sides of displays covered when visible from an aisle (i.e.: panels on the back side of a pop-up structure in an island booth to cover the frame).
- Utility connections (electrical or Internet wires, air/water/gas hoses, etc.) must be hidden from view to maintain a high level of safety and professional appearance.
- Unless explicitly contracted with Show Management, booth spaces are unfurnished. Please refer to Exhibitor Manual to rent booth furniture.
- Distributing literature or promotional items outside of the contracted booth space is prohibited.
- Any booth with a structured wall (meaning a continuous structure, fabric or otherwise, that encloses or divides an area of space) cannot exceed 20' in height. Structured walls over 20' long are subject to Fire Marshal approval.
- If using a non-official contractor to set-up and/or dismantle your exhibit, the required form to request for set-up by non-official contractor along with the Certificate of Insurance naming the Official General Contractor as an additional insured, must be received by the specified deadline in the Exhibitor Manual. Otherwise, labor will have to be hired from the General Contractor by the non-official contractor for them to supervise your exhibit. These stipulations are strictly enforced to protect you, show management and the General Contractor.
- The use of a fog machine must be approved by Exhibit Services before arriving on show site. Approval is based on convention center requirements. The use of any chemicals is strictly prohibited. The direction of the smoke/fog must be towards the inside of the exhibitor's booth space. Smoke/fog cannot be directed toward the aisles.
- All aisles must be clear of exhibits. Interviews, demonstrations, and distribution of literature must be made inside Exhibitor's booth. All aisle carpet must be produced and installed by the show's General Services Contractor.

Types of Booths/Stand



- 1: Linear Booth (100, 200 and 300 or more sq ft booths)
 2: End-Cap
 3: Corner Booths (400 sq ft or larger)
 4: Peninsula Booth (open on 3 sides)
 5: Island Booth

Exhibit Space & Booth Display Rules

The following display rules have been designed using the IAEE (International Association of Exhibitions and Events) guidelines and modified to incorporate some of the needs of the many international exhibitors who are present at Clarion Events'. Every attempt has been made to maintain fairness to exhibitors in booths of all sizes. These rules will be enforced in the exhibit hall, and you must have written approval from Clarion Events to display anything that does not adhere to the limits set forth in this document.

Please contact

SOF.ES@Clarionevents.com if you have any questions regarding these display rules.

EXHIBIT BOOTH EXAMPLES

Inline Booths / Cubic Content: NEW FOR 2025

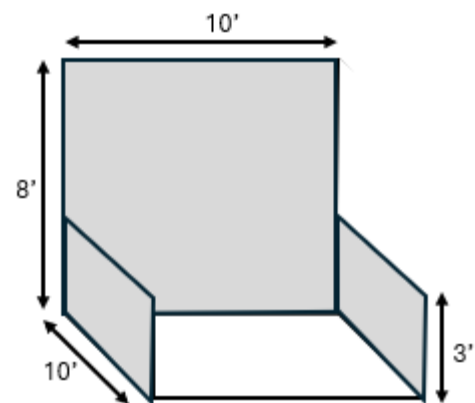
All 10'x10', 10'x20' or larger, inline or linear booths will be allowed to use the cubic content of the booth space. The maximum height of 8 ft is allowed in the entirety of the booth space. Back wall will be 8 ft high and side drapes will be 3 ft high.

Dimensions

Maximum height limit for entirety of space is 8 ft.

Use of Space

The entire cubic content of the space may be used up to the maximum allowable height, which is 8 ft, including signage. 8 ft high back wall and side wall drape will be set in each booth, corner booth 3' side wall drape will not be set. No hanging signs are permitted above inline booths.



10' x 10' CUBIC CONTENT BOOTH

Perimeter Booth

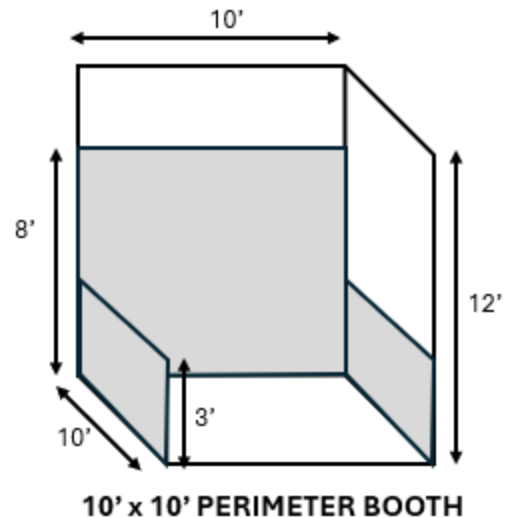
A Perimeter Booth is an Inline / Linear Booth that backs to a wall of the exhibit facility rather than to another exhibit.

Dimensions

All guidelines for Inline / Linear Booths apply to Perimeter Booths except that the typical maximum backwall height is 12 ft. Back wall will be 8 ft high and side drapes will be 3 ft high.

Use of Space

The entire cubic content of the space may be used up to the maximum allowable height, which is 12 ft. Hanging signs are not permitted.



End-Cap Booth

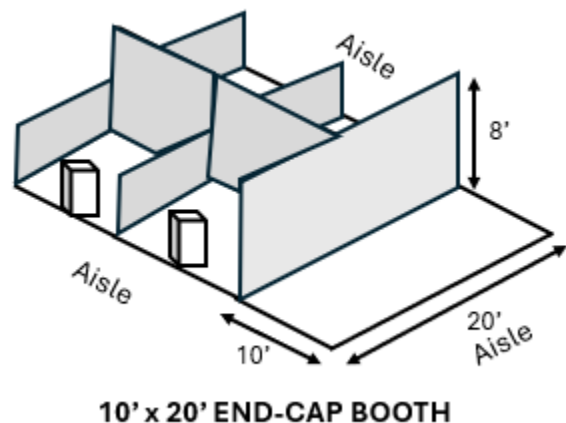
An End-Cap Booth is exposed to aisles on three (3) sides and composed of (2 or 3) 10'x10' linear booths. Back wall drape will be 8 ft high; no side drape will be provided. The maximum height of 8 ft is allowed in the entirety of the booth space.

Dimensions

All guidelines for Inline / Linear Booths apply to End-Cap booth. Maximum height limit is 8 ft.

Use of Space

The entire cubic content of the space may be used up to the maximum allowable height, which is 8 ft. Hanging signs are not permitted.



Peninsula Booth

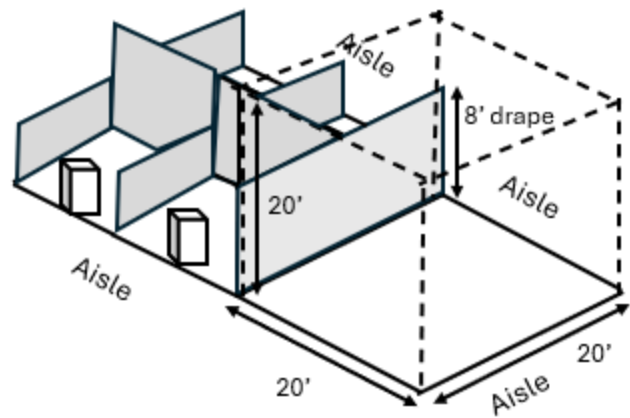
A Peninsula Booth is exposed to aisles on three (3) sides and composed of (4 or 6) 10'x10' booths. Back wall drape will be 8 ft high; no side drape will be provided. Company branding above 8' high must be set back 10 ft from adjacent booths.

Dimensions

A Peninsula Booth is 20'x20' or larger. Overhead hanging signs are permitted for booths 400 sq. ft. and over.

Use of Space

The entire cubic content of the space may be used up to the maximum allowable height, which is 20 ft, including signage, measured from the floor to the top of the sign. Hanging Signs & Graphics must be set back 10 ft from adjacent booths.



20' x 20' PENINSULA BOOTH

Corner Booth (400 sq ft or larger)

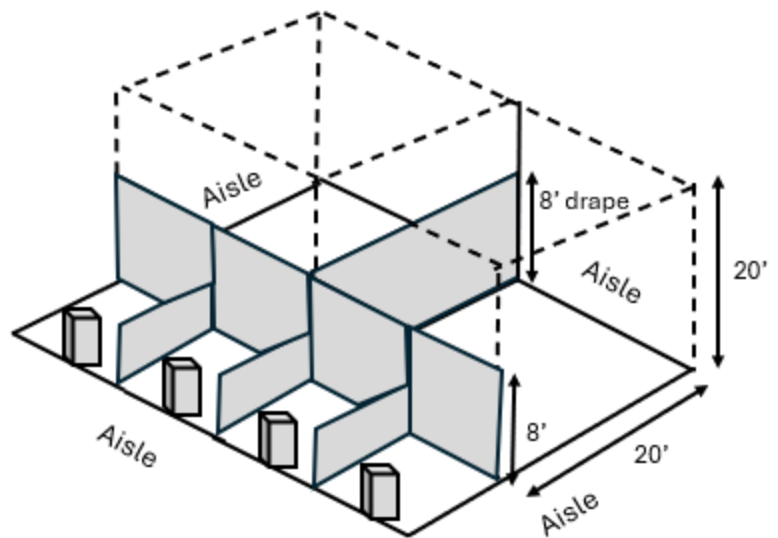
A Corner Booth is exposed to aisles on two (2) sides and composed of a (four or more) 10'x10' booths.

Dimensions

A Corner Booth is usually 20'x20' or larger. Overhead hanging signs are permitted for booths 400 sq. ft. and over.

Use of Space

The entire cubic content of the space may be used up to the maximum allowable height, which is 20 ft, including signage, measured from the floor to the top of the sign. Hanging Signs & Graphics must be set back 10 ft from adjacent booths.



20' x 20' CORNER BOOTH

Island Booth

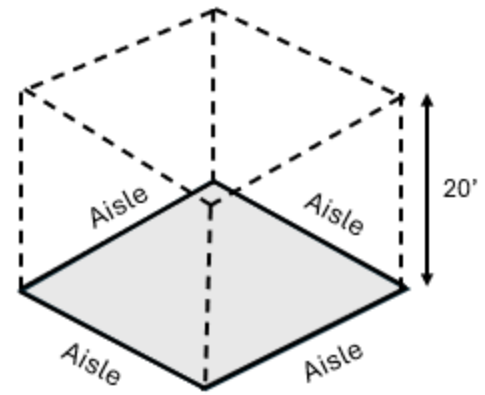
An Island Booth is any size booth exposed to aisles on all four sides.

Dimensions

An Island Booth is typically 20'x20' or larger, although it may be configured differently.

Use of Space

The entire cubic content of the space may be used up to the maximum allowable height, which is 20 ft, including signage, measured from the floor to the top of the sign.



ISLAND BOOTH

Other Important Considerations

*** TAMPA CONVENTION CENTER LEVEL 1 BALLROOM CEILING HEIGHT IS 19' ***

*** JW MARRIOTT EXHIBIT HALL CEILING HEIGHT IS 13' ***

*All height restrictions are subject to physical limitations of the exhibition hall or ballroom. Prior to construction, Exhibitor has the responsibility to check on height capabilities for Exhibitor's assigned location.

Balloons (Static and Controlled)

- Balloons filled with helium or hydrogen are not permitted (tethered or un-tethered, controlled or stationary)
- Balloons filled with air may be suspended from the ceiling in exhibits with a minimum size of 400 sq ft, pending Venue approval. In this instance, these will be treated as hanging signs. Please refer to hanging sign rules in this document for additional information. This should be designed so that the balloon is stationary and will not sway in the airflow of open doors or air conditioning.
- *Other guidelines may apply depending on the individual Venue Rules and Regulations.*

Booth and/or Material Abandonment

Exhibitors that leave excessive literature and/or display materials in their booth at the end of the published move-out time will be deemed to be guilty of "material abandonment". Any charges incurred on behalf of show management to remove the abandoned materials to ensure that show management can comply with the published move-out schedule of the facility as stated in their license agreement for the event will be billed to the exhibitor directly. Show Management & the facility will NOT be responsible for the recovery of abandoned materials that are left in an exhibitor's booth past the move-out dates/times as published in the Exhibitor Manual.

Booth Backwall Overview

The standard booth height limit at the Exhibition is eight (8) feet, but this limitation is also determined by Exhibitor's booth size and location on the floor. The following chart will show the acceptable heights.

However, any exhibit exceeding the regulated height restrictions (including signage) must be approved by Clarion Events regardless of booth size or location. If an Exhibitor desires to exceed the standard heights or has a booth over 1200 sq. ft. net you must submit a request in writing along with the booth design and dimensions of the proposed booth for approval to SOF.ES@clarionevents.com 90 days out from the first move in day.

Booth Heights

- Inline Booth – 8'
- End-Cap Booth (10'x20' or 10'x30') – 8'
- Perimeter Booth (against a wall) – 12'
- Peninsulas (400 sq ft or larger) – 8'
- Corner Booth (400 sq ft or larger) – 20'
- Island Booth – 20'

Booth Storage

Materials may be stored behind your booth during the show, however all materials stored must be masked/covered so they are not visible. A drape or cover may be ordered through the General Services Contractor.

Canopies and Ceilings

Canopies, including ceilings, umbrellas and canopy frames, can be either decorative or functional (such as to shade computer monitors from ambient light or for hanging products).

The base of the Canopy should not be lower than 7ft. Fire and safety regulations in many facilities strictly govern the use of canopies, ceilings and other similar coverings. Check with the appropriate local agencies prior to determining specific exhibition rules.

Columns

Exhibits with a full column in the booth area may utilize the column to enhance the booth design, provided fire cabinets and strobe lights remain visible and accessible. Column widths vary in size and Clarion Events recommends that Exhibitor contact its Exhibitor Services Manager if Exhibitor has any questions. Exhibitor may use the columns to the maximum height within the perimeter of the booth only. Consult with the venue for specific measurements and location of columns prior to installation. **Note: Columns with fire hoses will require special attention so that fire hoses always remain accessible.**

Compliance with Laws

Exhibitor shall observe and abide by all applicable federal, state, and local laws, codes, ordinances, rules, and regulations, as well as all rules and regulations of Clarion Events and the Exhibition Hall. Exhibitor shall conduct itself, and shall require its agents, employees, independent contractors, and representatives, to conduct themselves, always in accordance with customary standards of decorum and good taste in the industry.

Conducting Business outside of Exhibit Space

- Distributing literature or promotional items outside of the contracted booth space is prohibited. If additional space is needed, please contact your sales manager to purchase additional exhibit hall floor space.

Copyrighted Materials

Exhibitor agrees not to play, broadcast, perform, or distribute any copyrighted material owned by others without first obtaining (at its own expense) all necessary rights and licenses and paying in full all required royalties or other fees.

Electrical

- All 110-volt wiring should be grounded three-wire.
- Wiring that touches the floor should be "SO" cord (minimum 14-gauge/three-wire) flat cord, which is insulated to qualify for "extra hard usage."
- Cord wiring above floor level can be "SJ" which is rated for "hard usage."
- Using zip cords, two-wire cords, latex cords, plastic cord, lamp cord, open clip sockets, and two wire

- clamp-on fixtures is not recommended and is often prohibited. Cube taps are prohibited.
- Power strips (multi-plug connectors) should be UL approved, with built-in over-load protectors.

Excessive Trash

Any Exhibitors promoting giveaways from their booths which generate additional trash are required to order porter service for their booth. Exhibitors who require porter service for their booths, but do not order it, will automatically be billed for this service. Any wooden crates or large containers left on the show floor (not labeled as empty storage) will be subject to an additional fee for dismantling and disposal.

Exhibit Activities/Demonstrations

"Live" demonstrations and costumed characters for promoting Exhibitor's products will be permitted on the Exhibition floor only within the confines of Exhibitor's booth. Exhibitor shall not conduct any activities in aisles or in space other than Exhibitor's booth space. All sound amplification devices and other sound-producing equipment and activities shall be limited to reasonable volume levels (no louder than 75 decibels) which shall not project beyond the boundaries of Exhibitor's booth space or otherwise interfere with the Exhibition or other exhibitors' activities. An audiometer may be used to measure sound levels. Clarion Events reserves the right to bar or eject Exhibitor from the Exhibition and/or close Exhibitor's booth for failure to comply with any provision of the Agreement.

Exhibitor Appointed Contractors

If using a non-official contractor to set-up and/or dismantle your exhibit, the required form to request for set-up by non-official contractor along with the Certificate of Insurance naming the Official General Contractor as an additional insured, must be received by the specified deadline in the Exhibitor Manual. Otherwise, labor will have to be hired from the General Contractor by the non-official contractor for them to supervise your exhibit. These stipulations are strictly enforced to protect you, show management and the General Contractor.

Exhibit Hall Floor Weight Load

It is the responsibility of the Exhibitor to provide specifications for oversized, heavy equipment as part of an exhibit and configured such that the floor load capacity is not exceeded.

- If a vehicle meets the standards to be driven on the roads in the normal course of use, it can be driven into the exhibit hall for display.
- The exhibit hall is designed for a uniform live load of 350 lbs./sf and individual concentrated loads of 16,000 lbs. on a 2-foot x 2-foot contact area.
- The exhibit hall floor will support heavy equipment with dynamic load characteristics (reciprocating, motorized, etc.) up to 24,000 pounds equivalent static load.
- Any exhibit that has weights exceeding the limits above shall have additional support frames designed to distribute the loads to meet these limits and be certified to comply with these criteria.

The Exhibitor shall provide certified documentation clearly stating that the specific exhibit may be safely placed in the precise location indicated within the exhibit hall if equipment exceeds the above guidelines. The certification shall include any support loads such as cranes, lifts, forklifts, etc. that may be needed to put the exhibit in place. The certificated document will be sent to the Tampa Convention Center and general contractor to determine if a certified engineer specialist is needed for review.

The certification statement must include the following:

- Type of equipment including model number and weight.
- Owner, address, and emergency contact information.
- Event layout diagram showing exhibit location.

This certification must be received by TCC at least 90 days before the event. TCC reserves the right to utilize outside consultants for field inspections and weight verifications.

Exhibit Space Lighting and Sound

- Without exception, all light and sound must be contained within, and directed into, the footprint of the contracted exhibit space.
- Additional lighting may be brought in for the exhibit space, however this lighting must be restricted to the contracted exhibit space. Lighting should not shine onto the aisles, venue walls or into a neighbor's exhibit space.
- Sound must not be at a level that interferes with normal levels of communication in neighboring exhibit space and not exceed 75 decibels.

Flammable and Toxic Materials

- All materials used in display construction or decorating should be made of fire-retardant materials and be certified as flame retardant.
- Exhibitors should be aware of local regulations regarding fire/safety and environment which must be adhered to.
- Exhibitors should dispose of any waste products they generate during the exhibition in accordance with guidelines established by the Environmental Protection Agency and the facility.

Food Sampling

- Sampling portions are limited to 2 ounces for food/wine/beer and ½ ounce liquor.
- Alcohol and food samples must be ordered through the official catering contractor, Aramark.

Hanging Signs & Graphics

Hanging signs and graphics may be permitted in Peninsula, Corner and Island Booths with Show Management and Venue approval. Approval for the use of Hanging Signs & Graphics should be received from Show Management at least 90 days prior to installation. Drawings must be available for inspection.

Whether suspended from above or supported from below, they should comply with all ordinary use-of-space requirements per the specific Venue Rules and Regulations (for example, the highest point of any sign should not exceed the maximum allowable height for the booth type).

- Hanging Signs & Graphics should be set back 10 ft from adjacent booths.
- Signs must stay within the leased booth space without exception.

Limited License in Exhibitor's Name

Exhibitor grants to Clarion Events a fully paid, perpetual, worldwide, non-exclusive license to use, display, and reproduce (in print, electronically, or otherwise) Exhibitor's name, trade names, logos, and product names in any listing of those companies exhibiting at or registered to exhibit at the Exhibition and in Exhibition promotional materials. In addition, Exhibitor authorizes Clarion Events to take photographs of Exhibitor's booth, exhibit, and staff during, before, or after the Exhibition and to use such photographs for any legitimate promotional purpose of Clarion Events.

Multi-story Exhibit

A Multi-story Exhibit is a booth where the display fixtures exceed 12 ft, including Double-decker and Triple-decker Booths. The city building department needs to issue a building permit based on an application and drawings prepared and submitted by a licensed architect or engineer. Exhibitors should obtain local building regulations early on to ensure that all time constraints are met. Any exhibitor looking to display a Multi-Story booth should submit their planned design to SOF.ES@clarionevents.com and we will begin the process to obtain the necessary approvals.

Multi-storied Exhibits require approval from the following:

- Clarion Events Show Management to ensure compliance with display rules
- The General Service Contractor to ensure that there are no physical obstructions that will create problems during setup

- The exhibit facility and/or relevant local government agency because it is deemed to be a “structure” for building purposes.

The rules set in place by convention centers and their local fire marshals vary from city to city with regards to the level of fire alarms, sprinklers, extinguishers, etc., that are required in multi-story booths.

All multi-level booths must meet the following criteria for approval: drawings sealed by a United States registered Professional Engineer and certification of Fire and Florida Building Code compliance. Stamped engineering drawings will need to be submitted for approval by the fire marshal, Clarion Events, and the General Service Contractor will need a copy of the approved booth on file before booth construction may commence.

- *Please contact Clarion Events Show Management for additional information and include drawings or renderings of the proposed design. Show Management will determine if the proposed design works with our display rules and will forward the design to the show’s General Service Contractor. The Contractor will work with the local fire marshal to give structural approval of the design.*

No Assignment

Exhibitor understands and agrees that it may not assign the Agreement, in whole or in part, or any rights thereunder to any third-party without the prior written permission of Clarion Events. In addition, Exhibitor is not authorized and has no right to sublet any portion of its exhibit space or booth without the prior written permission of Clarion Events.

Outside Food and Beverage

In compliance with the Convention Center’s and Hotel’s Rules and Regulations, outside food and beverages will not be permitted on the property of the Convention Center or Hotel meeting rooms and areas during SOF Week.

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 forklifts.

Displays should also be able to withstand moderate wind effects that may occur in the exhibit hall when freight doors are open. 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.

Towers

A Tower is a freestanding exhibit component separate from the main exhibit fixture. The height restriction is the same as that which applies to the appropriate exhibit configuration being used.

Towers exceeding 8’ must have drawings available for inspection and have Show Management and Venue approval. Fire and safety regulations in many facilities strictly govern the use of towers. A building permit may be required.

Unsightly Booths

Any unsightly booth areas must be masked off by Exhibitor. This is commonly done with drape. Clarion Events, in its sole discretion, will determine whether booths are unsightly or have unsightly areas

Use of Drones or Unmanned Aircraft Systems (UAS) inside Venue

All proposed drones or UAS use by an exhibitor in the venue must be pre-approved by Clarion Events and the venue no later than thirty (30) days before the first day of the event and the operation of all drones must comply with the following rules.

- Visual Line of Sight must be maintained, and is defined as: unaided (corrective lenses and/or

sunglasses accepted) visual contact between a pilot in command and an unmanned aircraft sufficient to maintain safe operational control of the aircraft

- The pilot in command (PIC) must hold either an airline transport, commercial, private, recreational, or sport pilot certificate.
- Prior to starting operations, the pilot must provide a Certificate of Insurance in a form acceptable to Clarion Events
 - Exhibitor will be responsible for all personal injury or property damage caused by the operation of the UAS. Exhibitor's Liability Insurance shall include a rider to cover all UAS activity.
 - Drone/AUV liability insurance, to include products and completed operations property damage & bodily injury limit of \$1M per occurrence/\$2M aggregate.
- To obtain pre-approval the exhibitor must disclose the nature and frequency of UAS use and provide the operating specifications of all UAS to be flown.
- All Unmanned Aircraft Systems must be operated in a safe and reasonable manner
- Clarion Events or the venue may require a fire watch depending on the proposed use of the UAS. The costs of any fire watch shall be prepaid by Exhibitor.
- UAS operation is subject to the same restrictions of video on the Exhibit Floor as stated in the terms and conditions of the Exhibit Space Agreement
- UAS use is subject to additional Venue rules and regulations
 - All UAS use shall comply with all applicable federal and other laws
 - Exhibitor shall defend and indemnify Clarion Events from all claims, suits, damages, judgments, or losses, of any kind made by any third party relating to the Exhibitor's use of drones and such indemnification shall include Clarion Events 's reasonable attorney's fees.

Any exhibitor in violation of the Use of Unmanned Aircraft Systems Policy will immediately cease and desist operation of the UAS and may be subject to further governing body sanctions. Furthermore, if the prior approved use is deemed by Clarion Events, at its sole discretion, to be a nuisance to other exhibitors or attendees, Clarion Events may prohibit or otherwise restrict the use of the UAS. Exhibitor agrees that Clarion Events 's decisions and discretion in such matter are final.

Use of Drones or Unmanned Aircraft Systems (UAS) outside or in National Airspace

All proposed UAS use by an exhibitor must be pre-approved by Clarion Events and the venue no later than thirty (30) days before the first day of the event and the operation of all drones must comply with the following rules.

- Any operation that does not meet the statutory criteria for a public aircraft operation is considered a civil aircraft operation and must be conducted in accordance with all FAA regulations applicable to the operation. There are presently two methods of gaining FAA authorization to fly civil (non-governmental) UAS:
 - Section 333 Exemption
 - Special Airworthiness Certificate (SAC)
- Visual Line of Sight must be maintained, and is defined as: unaided (corrective lenses and/or sunglasses excepted) visual contact between a pilot in command and an unmanned aircraft sufficient to maintain safe operational control of the aircraft
- The pilot in command (PIC) must hold either an airline transport, commercial, private, recreational, or sport pilot certificate. The PIC must also hold a current FAA airman medical certificate, or a valid U.S. driver's license issued by a state, the District of Columbia, Puerto Rico, a territory, or the Federal government
- Prior to starting operations, the pilot must provide a Certificate of Insurance in a form acceptable to Clarion Events
 - Exhibitor will be responsible for all personal injury or property damage caused by the operation of the UAS. Exhibitor's Liability Insurance shall include a rider to cover all UAS activity.
 - Drone/AUV liability insurance, to include products and completed operations property damage & bodily injury limit of \$1M per occurrence/\$2M aggregate.

- To obtain pre-approval the exhibitor must disclose the nature and frequency of UAS use and provide the operating specifications of all UAS to be flown.
- All Unmanned Aircraft Systems must be operated in a safe and reasonable manner

Clarion Events or the venue may require a fire watch depending on the proposed use of the UAS. The costs of any fire watch shall be prepaid by Exhibitor.

Vehicles for Indoor Displays

Vehicles to be displayed indoors must adhere to the following guidelines and display will likely be inspected on-site by the local fire marshal. Exhibitors wishing to have a vehicle in their booth must notify The General Contractor 45 days prior to move in.

- Gas tank must have less than ½ tank of fuel or less than 10 gallons, whichever is less. Vehicles or equipment fueled by LP gas must comply with NFPA #58 and may not be operated during show hours.
- Battery must be removed or disconnected. Exceptions to this policy may apply for hybrid vehicles or vehicles where the battery is inaccessible.
- Gas tank must feature a locking cover or cover sealed with tape.
- Vehicle keys must remain within the building at all times (Location of keys should be coordinated with TCC Safety & Security Manager and CSM). After move-in, all vehicle keys must remain with TCC security at all times, until move-out begins.
- Propane or similar compressed gas tanks removed.
- A fire extinguisher must be present in any booth featuring a display vehicle.
- Vehicles in carpeted areas must provide floor covering to protect venue carpet.
- *Other guidelines may apply depending on the individual Venue Rules and Regulations.*

Pictures below represent unsightly booth storage and booth displays that are not allowed.



****unsightly booth storage***



****unsightly booth storage***



****conducting business outside of exhibit space***



****exposed backwalls should be dressed in plain or neutral color***

Thank you for adhering to these display rules. Please do not hesitate to contact your [Exhibit Services Manager SOF.ES@clarionevents.com](mailto:SOF.ES@clarionevents.com) if you have any questions regarding your exhibit. If possible, please include a graphic of your booth design with your email to assist us in answering your questions quickly and accurately.