



61st ASH® Annual Meeting and Exposition
Orlando, Florida • December 7-10, 2019

BOOTH RENDERING AND SUBMISSION INSTRUCTIONS

Exhibitors who wish to construct an island booth that will be 400 square feet or larger are required to submit a digital drawing, rendering, or architectural plans to ASH Exposition Management, through the online [ASH Exhibitor Resource Center](#), for approval by Friday, October 25. Any changes that occur after initial submission must be resubmitted to ASH Exposition Management for approval prior to the meeting.

Island booths must be constructed to allow access from all sides. Island booths should have open sight lines around and through the design (including hanging signs/structures), so that the surrounding area can be viewed through the booth and neighboring booths are not inappropriately obstructed. The top of the booth's sign must not extend more than 20 feet from the exhibit hall floor and cannot block visibility of ASH signs. Variances will not be granted. Multi-level island booths are not permitted.

Should booth construction at the show deviate from the actual submitted and approved floor plans, ASH Exposition Management reserves the right to ask the exhibitor to make modifications at the exhibitor's expense.

To submit your rendering for review and approval, please upload your file(s).

For additional information please review the [Exhibit Rules and Regulations](#) related to an Island Booth on pages 7-8.

If you have questions with regards to your island booth and rendering, please contact Eileen McGill or Stephanie Houck, ASH Exposition Management, at ashexhibits@spargoinc.com or 703-631-6200.