



Exhibit & Signage Rules for Island Exhibit Spaces

An Island Booth is usually 400 sq.ft or bigger, exposed to aisles on all four sides. To ensure a successful show for all exhibitors at **MJBIZCON**, please familiarize yourself and your team with these important exhibit and signage rules which follow the **IAEE guidelines** for Island Exhibit Spaces. These rules and regulations have been implemented to ensure that all exhibitors are treated fairly and have equal opportunity to present their brand and products in a compelling fashion.

Island Exhibit Space Rules

- **New This Year**
 - Island spaces come as raw space and exhibitors must supply their own flooring.
- All hanging signs and booth renderings must be approved by show management.
- Rigging requests must be made by **Monday, October 24, 2022**, through [Freeman Online](#).
- **Due to height restrictions in South Halls, no height variances will be approved for hanging signs or structures.** Hanging signs cannot exceed a maximum height of 4'. Maximum hanging height from the top of the sign to the floor, for all signs is 20'.
 - Exhibitors are responsible for producing hanging signs and all related costs, including rigging and labor.
 - Hanging signs must be placed above contracted exhibit space only.
 - Signs should be centered within the exhibit space and cannot encroach on the aisle or any neighboring company's exhibit space.
 - Hanging signs must be sent to the **Freeman Advance Warehouse** using the Hanging Sign Label before **Wednesday, November 9, 2022**.
- For all suspended structures a **Structural Integrity** form must be filled out and sent to Freeman. This form must be included with your **hanging sign order form**.
- The entire cubic content of the space may be used up to the maximum allowable height, which is 20ft, including signage. **No Exceptions.**
- Electrical is **NOT** included with your island space and will need to be ordered by **Monday, October 24, 2022**, through the [Freeman Online](#).
- Island booth renderings and hanging signs **must be pre-approved** by show management. Please send all renderings for approval to sales@mjbiz.com no later than **Monday, October 24th**.

Please include the following:

- Exhibitor name and booth number
- Rendering packet, including back view
- Technical drawings
- Booth dimensions – heights, widths and lengths of all hard walls and structures
- Hanging signs with dimensions
- Maximum exhibit height within booth

If you are using an **EAC (Exhibitor Appointed Contractor)** to set up/ tear down your booth please visit the **Exhibitor Resource Center** for additional information, rules, and fees.