

## TABLETOP EXHIBIT RULES & REGULATIONS

To maintain the tabletop space atmosphere, the NAFCD and NBMDA Board of Directors have established strict policies regarding your booth space. Please review the below information to ensure you abide by the Tabletop Exhibit Rules and Regulations once you arrive onsite and throughout the duration of the exhibition.

### Rules & Regulations:

- Tabletop models or displays **must not** exceed the height of 4 feet (48") above the table. No display material may extend beyond the width or length of the table.
- **No more than two (2) floor standing sample racks or shelving units are permitted within the 8 x 8 display space.** More than two (2) floor-standing product sample racks or shelving units are not permitted.
- **All furniture must remain inside booth**, not in the aisle, blocking foot traffic and thus breaking fire code.
- All pull-up banners, displays, backdrop or any items within the booth over 4 feet tall must be pushed to the back 4 feet of the booth, not blocking line of sight (front 4 feet of) neighboring booth.
- Floor standing racks/units/displays must not exceed 8 feet (above back drape).

### Additional Notes:

- You will be asked to **remove or move any items** that go beyond the scope of the tabletop rules and regulations at your own cost. We recommend to not send additional units or items as we will ask you to store them off the show floor at your own cost.
- If your company has multiple samples to display, please keep them confined to your tabletop space.

### Examples of Acceptable Booths:

