



BOOTH SETUP INFORMATION

Signage

-Vendors will be supplied with one (1) standard 7"x44" company identification sign. Your sign will read exactly as your booth was contracted.

-Banner height may not exceed 8' (top of banner). Banners may be ONE sided only, and not face into another exhibitor's booth. Banners with writing or logos on both sides are NOT permitted. Handwritten signs or banners are NOT allowed –USE PROFESSIONAL SIGNS ONLY.

Table Skirting

IT IS MANDATORY THAT ALL TABLES ARE PROPERLY SKIRTED.

-Skirting must go from the edge of the table to the floor on all four sides. All skirting must be pressed and neat.

-Use of plastic tablecloths, sheets, shower curtains or any type of makeshift tablecloths is NOT permitted. **We strictly enforce this and will skirt all incorrectly skirted tables at the exhibitor's expense.**

[Click here to view examples of table skirting](#)

Holiday Decor

Holiday décor is welcome and makes your booth more appealing to consumers.

[Click here to view examples of holiday décor.](#)

Piping & Drape

Show management will provide without charge one **8' high back wall drape** (excluding "island" spaces), and side rail drapes, which extends from the back of the booth to the front of the booth at a height of 8' (excluding corner booths).

Any portion of an exhibit or exhibit materials exceeding 8' in height must be approved by Show management.

Floor Covering

-ALL FLOORS WITHIN EXHIBIT SPACES ON UNCARPETED AREAS OF THE FACILITY MUST BE 100% COVERED WITH CARPETING, ASTROTURF, VINYL FLOORING, ETC. – NO EXCEPTIONS.

-Flooring is NOT included in the cost of your booth. Any carpet extending into the common aisle is subject to being cut and removed.

[Click Here to view Flooring FAQ Sheet](#)

Storing Inventory

All inventory and personal items must be stored **COMPLETELY OUT OF SIGHT**. Your booth should look professional and inviting to the attendee.

OMAHA
Holiday
BOUTIQUE

BOOTH EXAMPLES

