

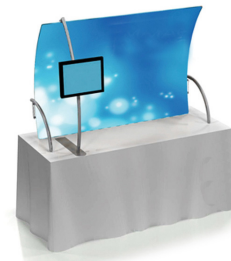
# Showcase Guidelines

Aviation Week's Showcase events are designed for you to engage in conversation with prospective and current customers. The objective is to create the optimal networking environment. These events are not open to the public. All attendees have full access to both the conference sessions and the Showcase. In order to maintain this atmosphere, we ask that all tabletops adhere to the following guidelines.

## Tabletop Guidelines:

- 1-2 roll-up type banners are permitted behind your table. (Not to exceed 38 inches/1m each or 76 inches/2m total).
- All signage, monitors, literature stands, table skirts, materials must fit on your table.
- You will be provided with a covered table, 2 chairs and a tent card with your company name.
- Please visit [events.aviationweek.com](http://events.aviationweek.com) and look for showcase resources on the individual event web site for information about ordering electricity, internet access and shipping instructions.

## Suggested Display Types



NOTE: STANDING SIGNS MUST FIT BEHIND THE TABLE.

FREESTANDING "POP-UP" BANNERS WITH GRIDWORK ARE STRICTLY PROHIBITED.



## Prohibited Items:

- Pop-up displays are not allowed. This refers to freestanding banners with gridwork
- Any materials (nails, glue, etc.) that may cause permanent damage to walls and floors are not allowed.
- Hanging signs are not allowed.



 NO SEPARATE MONITOR STANDS/LITERATURE RACKS



 NO HANGING SIGNS



 NO PAINT, GLUE, NAILS OR PERMANENT DAMAGE



 NO POP UP DISPLAYS

**For questions regarding tabletop displays, please contact Allison Gold +1.718.501.7675 or [allison.gold@aviationweek.com](mailto:allison.gold@aviationweek.com)**