

## EXHIBIT / DISPLAY INFORMATION

### **BOATS ON LAND**

- All boats inside tents must be 39' LOA or under.
- Boats including engines, platforms and pulpits being displayed in tents must be 15,000 lbs. or less.
- Maximum height for entrance to Tents A, B, C, D, E & F is 13'. Height restrictions apply inside the tent. Layouts must be sent with all dimensions for approval to insure that display heights do not interfere with tent ceiling, lights, fans and any other equipment.
- Maximum height for entrance to Boat Tent J is 11'6". Height restrictions apply inside the tent. **Layouts must be sent with all dimensions for approval to insure that display heights do not interfere with tent ceiling, lights, fans and any other equipment.**
- All boat information and layouts will be reviewed and subject to approval by your ERM and City of Miami Fire Marshal. Inspectors will be on duty to check fuel gauges. Please be sure to inform your dealers and carriers that boats must have access required to check fuel tanks, including keys and battery required for gauge. Delays in this approval may prevent installation of your boat in the intended exhibit space.
- Prior to your scheduled move-in date and time, carpet and electrical must be installed to your exhibit space.
- All exhibits must be carpeted by exhibitor (except outdoor J1300 – J1500)
- Carpet or other floor covering must be sent to the advance warehouse if you intend to have it installed under your boats. Flooring installed after boats are in place can be shipped with other display freight.
- If you require specific lighting for your exhibit area, please consult with Edd Helms Electric.
- Plan to arrive at the staging yard a minimum of one hour prior to your scheduled targeted move in time.
- Be prepared for Fire Marshal inspection. All Carriers/Dealers must have keys and battery to operate fuel gauge for inspection. Boats with fuel will not be approved for move-in.
- After clearance, all fuel tank openings shall be locked and sealed in an approved manner to prevent the escape of gas vapors. The screw in type cap located on the gunnels is considered sealed. At least one battery cable shall be removed from the batteries used to start the engines. The disconnected battery cable shall then be taped.
- All boats must be displayed on wheels (boat trailers, dollies, or cradles with casters). **No hardsets.** If your dollies are not arriving in your boats, they must be sent to the advance warehouse separate from other materials. If you do not have dollies available on site for your targeted move-in you can rent them from NMMA. Please refer to the dolly rental order form for additional information and rates. Payment must be made with a credit card only upon delivery.
- Once boat(s) are unloaded, vehicles must be removed from the show grounds immediately. Drivers must stay with their vehicle while on show site at all times. Any vehicle left unattended and/or parked on the grounds will be towed at owner's expense.
- Exhibit materials may be delivered to your exhibit space after boats are in place. Please consult with Expo Freight Services for your freight target times.
- Multiple freight deliveries to the staging yard will require special handling fees.

## EXHIBIT/DISPLAY INFO cont.

### **BULK SPACES OVER 400 SQUARE FEET (NOT BOATS)**

- Layouts for bulk spaces over 400 square feet must be sent to your Exhibitor Relationship Manager for approval no later than 60 days prior to the first day of move in. Layouts must include all wall and display item heights and dimensions. 8' walls must be set back from the aisle 1/3 of the depth of the space.
- All spaces will have a targeted delivery date for freight to be delivered to your booth. Depending on the location, this could be anywhere from 2 to 7 days prior to the show. Adhering to this schedule will ensure a smooth move in process. **The delivery target date for freight is not necessarily your actual move in date. It is the day your freight needs to be delivered to your booth. You can set up at any time after February 10, 2019. This applies to all booth spaces.**
- All exhibits must be carpeted by exhibitor

### **BOOTHS 400 SQUARE FEET AND UNDER**

- Each booth space under 400 square feet (non-bulk) will be set with 8' high **gray** and white back drape, 3' high gray dividers, and one 7" x 44" identification sign at no charge if ordered in advance.
- All exhibits must be carpeted by exhibitor.
- Layouts for accessory spaces that are 400 square feet should be sent to your Exhibitor Relationship Manager no later than 60 days prior to the shows first day of move in.
- All spaces, including 10' x 10' booths will have a targeted freight delivery day. Depending on the location, your targeted day could be anywhere from 2 – 7 days prior to the show. **The delivery target date for freight is not necessarily your actual move in date. It is the day your freight needs to be delivered to your booth. You can set up any time after February 10, 2019. This applies to all booth spaces.** Please contact your Expo customer service representative for further detail if needed.

### **SIGNS**

All signs must be professionally produced in keeping with the NMMA Allocation Procedures & Display Guidelines. Exhibitors are permitted to display signs representing their products only in those areas for which they have contracted display space. **Hanging signs will not be permitted in any structure.**