



BOOTH RENDERING SUBMISSION INSTRUCTIONS

Exhibitors who wish to construct an island booth (400 sq. ft. and larger) are required to submit a scaled floor plan and elevation diagram (digitally) to AORN for approval by Friday, February 16, 2018. These plans must include hanging signs and rigging components. The plan must include the scale utilized. Any changes that occur after the initial submission must be resubmitted to AORN for approval prior to the Meeting. Multi-level island booths must meet the Ernest N. Morial Convention Center guidelines and be approved by AORN.

To submit your rendering for review and approval, please upload your file(s.)

If you do not require any truss, lighting or hanging signs to be raised to the ceiling check the box labeled “No Rigging Required.”

For additional information, please review the [Rules and Regulations](#) related to an Island Booth on pages 6 - 8.

If you have questions with regards to your island booth and rendering, please contact Meghan Leahy, Exhibit Operations Manager, at meghan.leahy@spargoinc.com or 703-654-6929.