



June 25-27, 2024 | Los Angeles Convention Center – Los Angeles, CA

Hanging Sign Policies & Procedures

Exhibitors desiring a hanging sign must adhere to the following conditions:

1. Hanging signs are only permitted for exhibit booths that are 400 sq. ft. and larger that are island, split-island, or peninsula configurations. Hanging signs are not permitted for inline or any other booth configurations. Companies occupying peninsula or split-island booths must position hanging signs at least five feet (5') from the back line of their neighboring exhibitor.
2. Hanging signs may be displayed at a maximum height of twenty five feet (25') measured from the floor to the top of the sign.
3. Hanging signs must only be displayed within the confines of the exhibit booth boundaries and cannot be displayed over aisles, public space, and/or neighboring exhibit space.
4. All hanging sign materials and hanging framework (if applicable) must be shipped to the advance warehouse to be received between **Monday, May 20 and Wednesday, June 12, 2024**.

RAPID + TCT 2024
C/O FREEMAN
3456 E. MIRALOMA AVENUE
ANAHEIM, CA 92806

5. Hanging signs that require electricity must be in proper working order and be in accordance with the national electrical code. Order electrical services through the official general service contractor, Freeman. The discount price deadline date is **Thursday, May 23, 2024**.
6. All hanging signs must be installed by the official general service contractor, Freeman. See rules & guidelines in the exhibitor service manual for more information. Hanging sign order forms and information is available in the exhibitor service manual.
7. All hanging sign rigging plans must be submitted to Leslie Hurtado, leslie.hurtado@freeman.com or Greg Marks, greg.marks@freeman.com, Freeman Rigging Manager, by **Friday, May 31, 2024**, in a DWG format.