



Island Booth Approval Form

Deadline: August 31, 2020

All island exhibitors must submit the completed Island Booth Approval Form and complete scale drawings to RSNA by August 31.

Penalty: Failure to submit the Island Booth Approval Form by August 31 may prohibit construction of exhibit during installation.

When submitting your booth scale drawings for RSNA 2020 the following information should be included:

- Top, side and front views
- Concept and construction renderings
- All dimensions (including heights and applicable setbacks)
- Supplemental lighting requests
- Designated areas within the booth (ie: presentation theater, food and beverage, meeting rooms)

Plans will be reviewed for general conformity to Rule 9D. See RSNA Rules and Regulations for complete set of Exhibit Design guidelines.

- Exhibit and/or display components exceeding 12' in height must be approved by a licensed structural engineer. A set of approved floor plans must be accessible during installation of the exhibit.

- For South and North Halls, level 3:
 - All island exhibits are permitted to have hanging signs and banners. These booth elements must be fixed and located within the confines of the booth. Hanging Signs or banners between contiguous exhibits will not be considered. Maximum height permitted for hanging signs and/or banners is 24' at top.
 - Height of structure (maximum height is 24' from floor to top of sign/structure)
- For AI Showcase, North Hall, level 2:
 - Hanging signs are not allowed.
 - Maximum height of booth cannot exceed 18' from floor to top of structure.
- **NEW for 2020!** All island exhibits must have access from all four sides and each side must have a minimum of 25% accessibility or see-through effect.
- McCormick Place Facility Guidelines are available at www.mccormickplace.com

Exhibiting Company Information

Exhibiting Company		Official Contact	Title
Telephone	Mobile	Email Address	
Booth Number	Booth Dimensions	Highest Point of Exhibit	Highest Point of Hanging Sign
Booth Contractor	Contact	Telephone	Email

Special Request

Hanging Sign

☐ Yes ☐ No

Hanging signs must be in compliance with Rules & Regulations. All signs should be shipped to the Freeman warehouse by November 11, 2020 to ensure installation prior to your target move-in assignment.

Lighting (Booth size 1,000 sq. ft. or larger)

Yes No

- ☐ ☐ We request to use a Hanging Lighting System (must include diagram)
- ☐ ☐ We request to turn off House Lights above our booth.

Exhibitors are responsible for associated costs.

Two-Story/Multilevel Exhibits

Exhibits with a second level will be assessed a surcharge.

Yes No

- ☐ ☐ My exhibit includes a second level.

If yes and you have not paid your second level charge, please do so below.

Square feet of second level = _____

x \$18.25/sq. ft. (Preferred)

Total \$ _____

Upon review and floorplan approval, the exhibiting company will be invoiced for the associated second-level rental fees.

I have read, understand and agree to the RSNA Rules and Regulations pertaining to booth design and construction.

Agreed to

X

Signature of Main Exhibit Contact

Date

Return this signed form and booth design floor plan to:

Attn: Jorie Dydo

exhibits@rsna.org

Deadline: August 31, 2020 Note: Please allow 7-10 business days for processing

For RSNA Use Only – Please do not write in this area

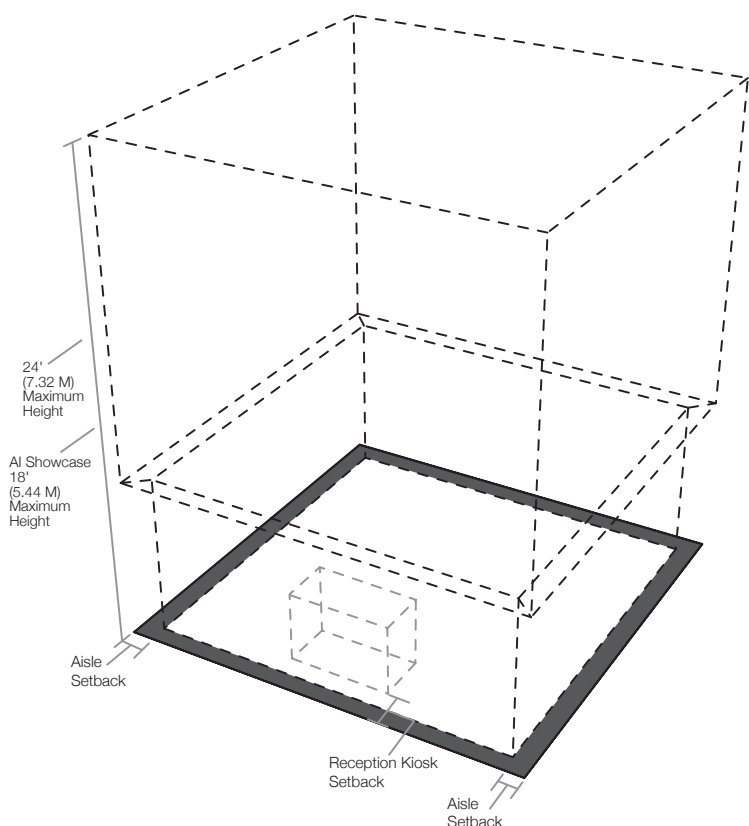
/ /	/ /
Date Received	Response to Exhibiting Company
Approved:	<input type="radio"/> Yes <input type="radio"/> No
As noted: _____	
Reviewed by:	
Signature of RSNA Contact	Date



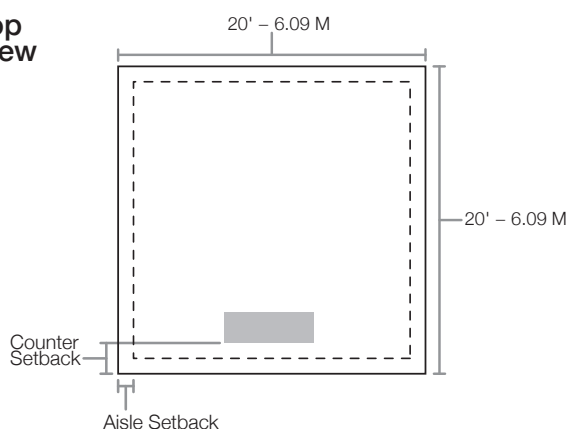
Island Exhibits

The minimum island (formerly Freeform) booth size is 20' x 20' with four corners and rented in 10' increments. All island exhibits should have access from all four sides. To maximize the exhibit hall at McCormick Place, the east-west dimensions of any island exhibit space must be 20', 50', or 80' wide. RSNA may consider exceptions based on exhibit design elements, location and impact on surrounding exhibits. No part of any island exhibit may exceed a height of 24' from the floor of the exhibit hall.

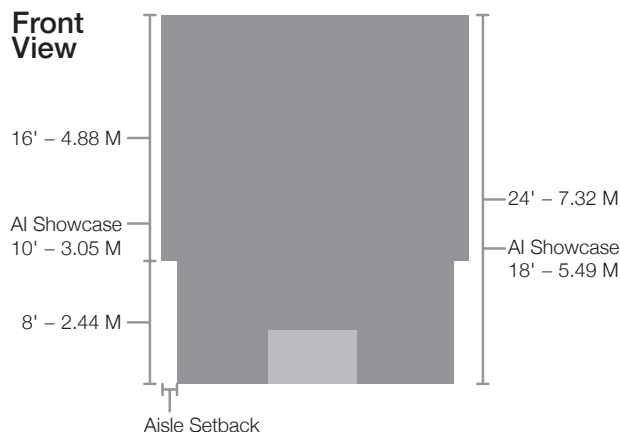
NEW for 2020! All island booths must have a minimum of 25% accessibility or see-through effect along each side of the aisle.



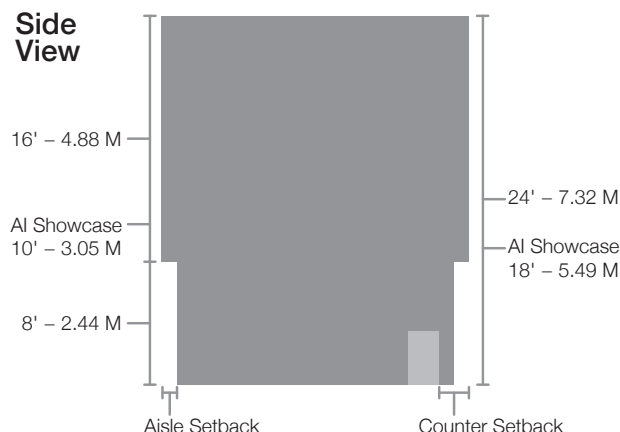
Top View



Front View



Side View



Setback Requirements

20' wide island:

- 1' setback from an aisle of the exhibit space
- Reception counters/information kiosks may not be closer than 2' from an aisle.

50' wide island:

- 2' setback from an aisle of the exhibit space
- Reception counters/information kiosks may not be closer than 3' from an aisle.

80' wide island:

- 3' setback from an aisle of the exhibit space
- Reception counters/information kiosks may not be closer than 4' from an aisle.

Exhibitors are required to provide floor coverings for all booths.