SHOW MANAGEMENT CO., LLC

Booth Layout Grid Instructions

Read before submitting floor plan

1. If you are ordering showcases and/or tables a booth layout is **required**. You must use the cutouts provided for the layout of your booth. Cut and paste the showcases, tables and track lighting according to your order onto your grid. **Hand drawn layouts will not be accepted. No exceptions.**

2. For an accurate placement of your equipment with regards to the booth(s) next to you and behind you, please check the floor plan on our website www.gjx.rocks. You can then see which are your open sides and use that for reference when laying out your booth.

3. Fire code requires a **minimum** of 12" (1 foot) to enter/exit your booth. Make sure your layout shows that.

4. Each booth comes with a 6' table that may be exchanged for a 4' or 8' table. The table(s) **must** be placed on your layout so we can get an accurate count of your tables. Please write FREE on the table.

5. If you are ordering track lights from Show Management Co., you must indicate exactly where you want the lights placed around your booth. If it is not indicated, the lights will not be hung and a labor fee will be charged for all track lights hung on-site. The same applies if you order extra steel pipes.

6. If ordering a safe from Rob Hyatt, you must use the cutout and add it to your booth layout. Safes are not allowed to be placed on the perimeter of your booth, they must be on the back wall and towards your neighboring booth. If you have a quad, your safe must be placed in the center of your booth.

SHOW MANAGEMENT CO., L.L.C.

GJX Booth Layout Grid

No Hand Drawn Layout will be accepted. Use cutouts provided below.

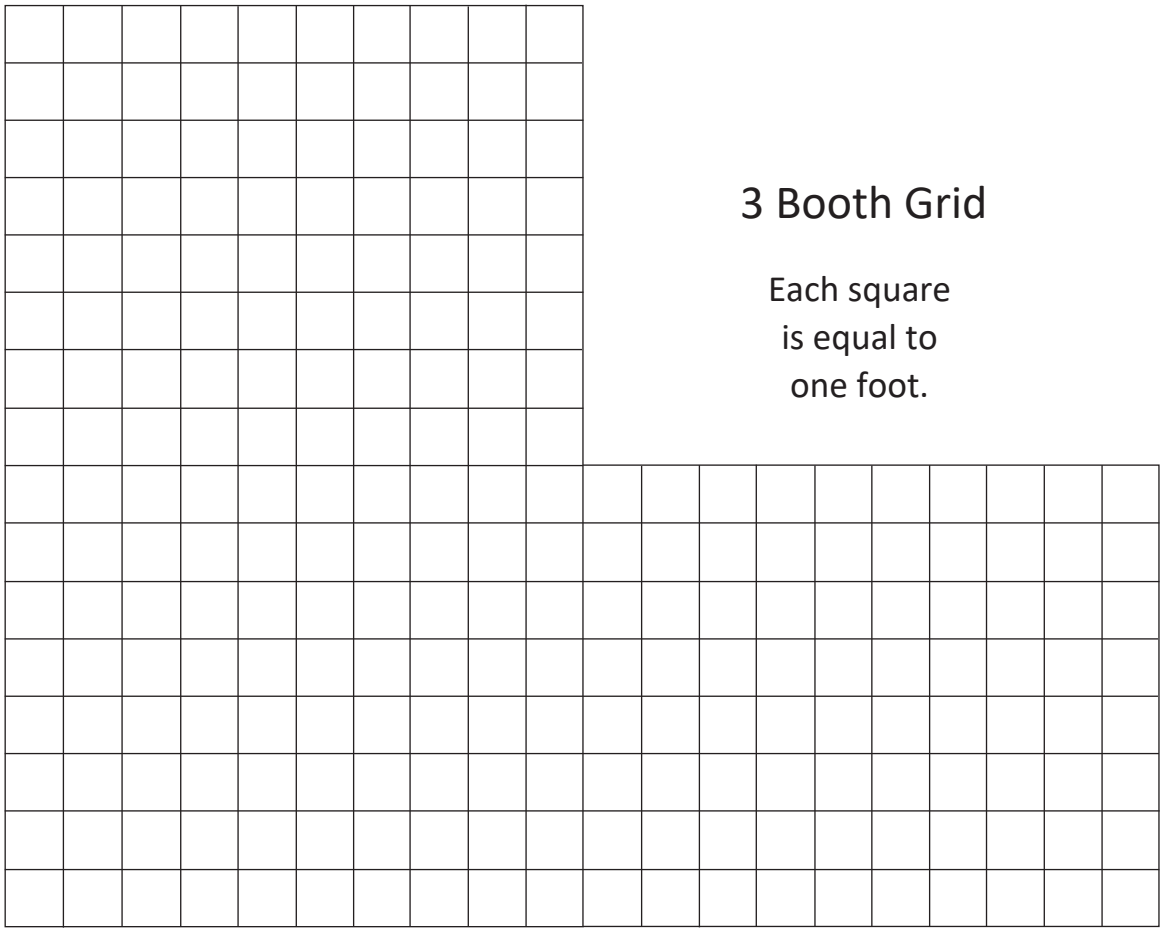
Your layout must include:

Free Table ☐	**Track Lighting** ☐	**Pegboard** ☐
Tables ☐	**Misc. Steel** ☐	**Safe*** ☐
Counters ☐	**Showcases** ☐	

*Contact safe provider for dimensions. If taller than 4', safe must be placed in the back of your booth.

Per fire code you must leave at least one foot to enter and exit booth.

AISLE



AISLE

3 Booth Grid

Each square is equal to one foot.

Company: _____ Booth (s) : _____

Table Cutouts

No hand drawn booth layouts will be accepted.

4’ Table

4’ Table

4’ Table

6’ Table

4’ Table

4’ Table

4’ Table

6’ Table

6’ Table

6’ Table

6’ Table

6’ Table

6’ Table

6’ Table

8’ Table

8’ Table

8’ Table

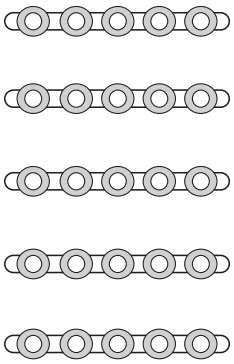
8’ Table

8’ Table

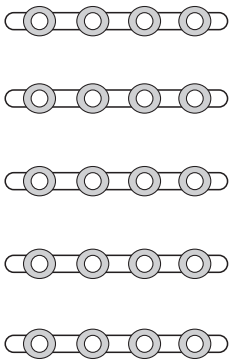
8’ Table

Track Light Cutouts

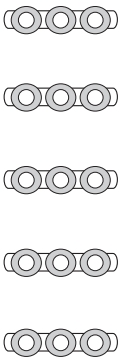
4’ Track w/5 lights



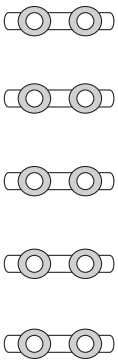
4’ Track w/4 lights



2’ Track w/3 lights



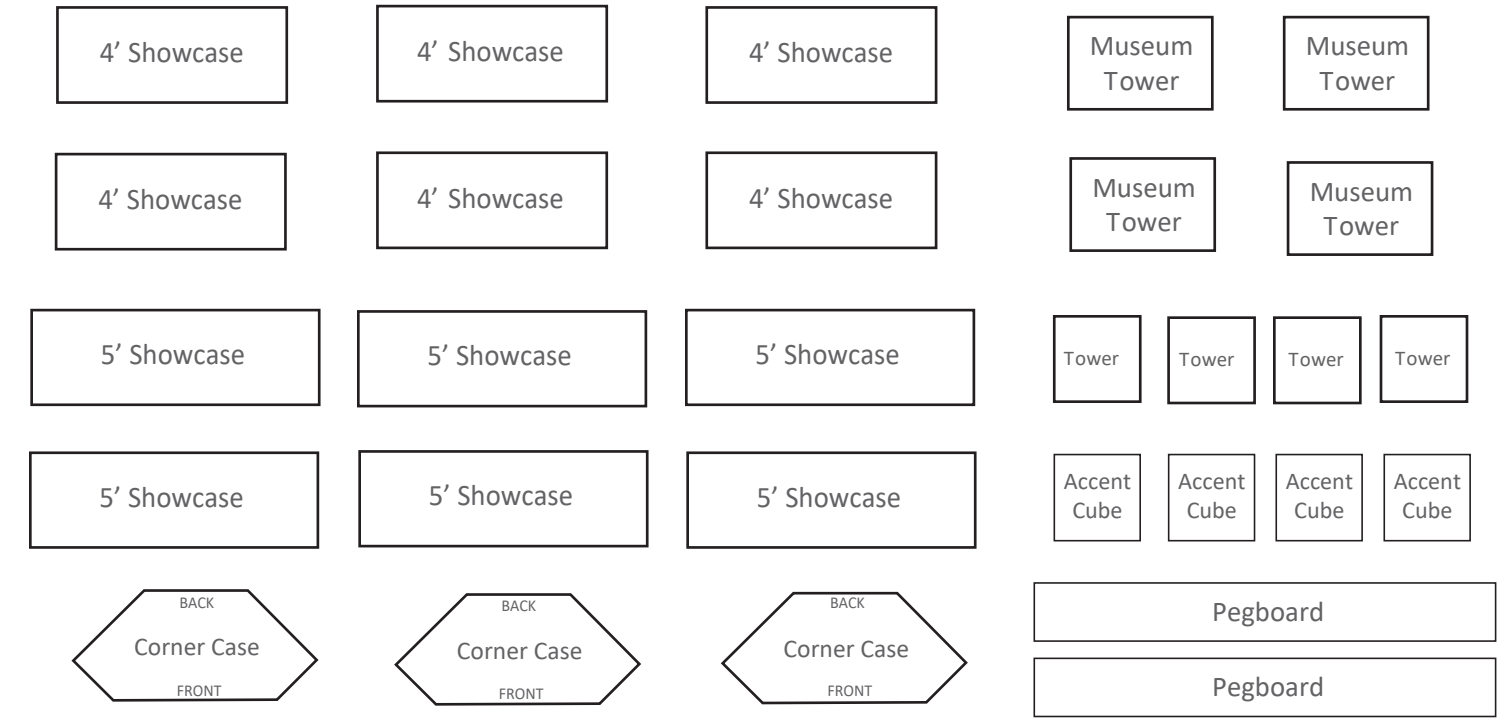
2’ Track w/3 lights

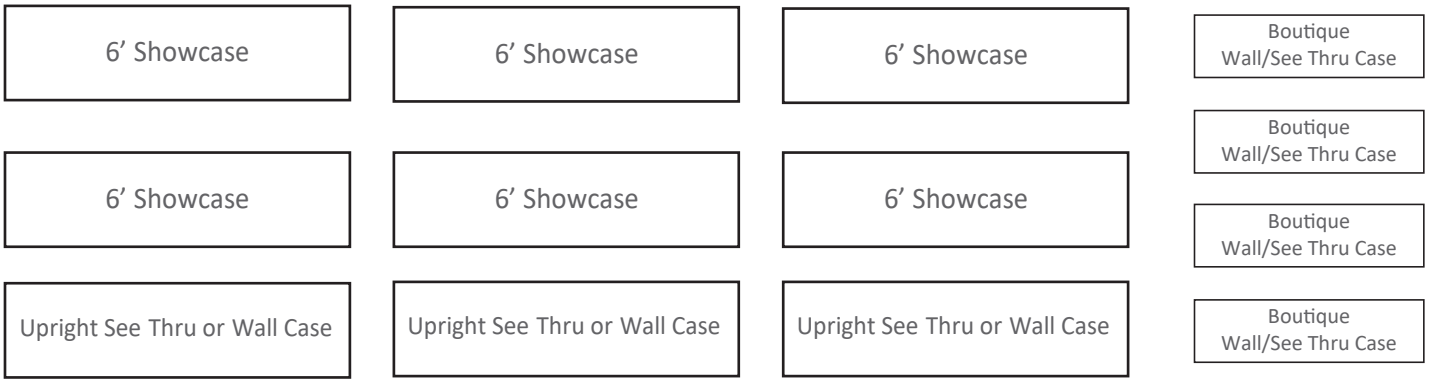


.3 scale

Showcase Cutouts

No hand drawn booth layouts will be accepted.





Safe Cutouts

.3 scale