



GENERAL TIPS ON BOOTH SET-UP

Carpet Cutting: Many of our services are provided from utility floor ports. If the utility port necessary to provide you with our utility service is covered by carpet when we arrive to install utility services, it may be necessary for us to cut your carpet. The FOCUS One service technician will make every attempt to notify you in advance. However, if you are not present when we arrive to install service, your carpet may be cut without prior notification so we may complete the installation.

Tile, Hardwood or Solid Floors: If you intend to use any of these floor materials, it is necessary that you leave access to the utility floor ports. Please contact FOCUS One to discuss your booth utility installation, and make sure to make a note of the special flooring on your ordering form.

Ramping: All ramping in aisles is performed by McCormick Place carpenters and must be pre-approved by Show Management and FOCUS One. All ramping in a client's booth space is performed by your official service contractor.

The general rule for ramping charges is that if an exhibitor's service must be fed from a port that crosses an aisle, the exhibitor is responsible for paying all ramping fees.

ELECTRICAL SERVICES

Order Form on page 15

All Overhead Services will require aerial lift time at our published hourly rate. These costs are in addition to the actual service itself.

Exhibitors are required to bring their own distribution panels. Exhibitors using distribution panels are required to supply all cables from panel(s) to display materials. If voltages other than those listed on order forms are needed, we recommend exhibitors bring their own transformers. Transformers must have a readily accessible means of disconnect for both the primary and secondary sides of the transformer with proper overload protection, i.e. fusible safety disconnect.

International Exhibitors - International clients bringing equipment requiring voltages other than 120, 208, or 480 must bring a transformer capable of transforming 120, 208, or 480 voltages to the equipment's required voltage. Hertz converters are not available.

The following types of power and available sources for each building location are as follows:

< = Less Than > = Greater Than	South		North				West		Lakeside		
	A1	A2	B1	B2	C1	C2	F1	F2	D1	D2	E
120 V Floor Port	X	X	X		X		X	X	X	X	X
208 V < 50 Amps Floor Port	X	X	X		X		X	X	X	X	X
208 V > 50 Amps Overhead	X	X	X	X	X	X	X	X			
480 V < 85 Amps Floor Port	X	X	X						X	X	X
480 V > 85 Amps Overhead	X	X	X	X	X	X	X	X	X	X	X
All Power Supplied Overhead				X		X					