# DEAL MAKING BOOTH INFORMATION

ICSC's floor plan management system, Map Your Show, allows you to book and pay for your booth space online—visit www.icsc.org/2018FL or contact Mayuri Khemlani for a booking link.

## When

**Monday, August 27, 2018 | 10:30 am – 5:30 pm**
**Tuesday, August 28, 2018 | 8:00 am – 2:00 pm**

## Fees

Check or credit card accepted as payment. Make check payable to ICSC. Booth fee is non-refundable.

| | Member | Non-Member |
|---|---|---|
| Package A - per 10' x 10' | $615 | $880 |
| Package B - per 10' x 10' | $715 | $980 |

## Includes

**One full conference badge per exhibiting company**

**NOTE: Each additional staff person must be a paid registrant of the 2018 ICSC Florida Conference & Deal Making. (No Exceptions)**

**Package A – (per 10' x 10')**

- Pipe & drape (not provided with island booths)
- Standard carpeting
- Company ID sign

**Package B – (per 10' x 10')**

- Pipe & drape (not provided with island booths)
- Standard carpeting
- Company ID sign
- One 6' draped table
- Two chairs
- One wastebasket

## Guidelines

- Exhibits must not extend beyond the boundaries of the booth.
- All exhibitors are required to provide General Liability insurance naming ICSC, GES, and the Orange County Convention Center as co-insured to the listed ICSC contact.
- Please adhere to the height restrictions as outlined in the ICSC Display Rules and Regulations (available in the exhibitor dashboard).
- All guidelines are subject to regulations of venue and ICSC.

## Availability

- Booths are confirmed on a first-come, first-served basis.
- Submitting an application does not guarantee a reservation.
- Applications will not be approved without payment.
- ICSC cannot guarantee that you will not be placed near a competitor.

## Directory Deadline

In order to be listed in the Deal Making Directory, ICSC must receive your exposition agreement with full payment by **July 11, 2018**.

## Cancellations

Notify ICSC immediately if you must cancel your exhibit space. All voluntary cancelled exhibits are non-refundable and non-transferable.

## Notification

You will receive an email Booth Confirmation from ICSC three months prior to the meeting, if a booth has been reserved for you. **If you do not receive an email regarding the status of your request, contact Mayuri Khemlani at mkhemlani@icsc.org.**

## Contact

**Mayuri Khemlani**
Trade Expositions Department
Tel: +1 646 728 3518 | Email: mkhemlani@icsc.org

## Terms, Conditions and Rules

This application is subject to ICSC Terms, Conditions and Rules for Exhibitors available at www.icsc.org/event-terms-and-conditions, which are hereby incorporated by reference.

# RETAILER CENTRAL TABLE INFORMATION

ICSC Retailer Members and Non-Members are being offered a complimentary table in Retailer Central. This is a wonderful opportunity for retailers to promote their brand and discuss expansion plans with shopping center owners and developers. In addition to staffing a table, participating retailers must complete a deal sheet that details their space requirements and expansion plans. Retailer Central exhibits must be staffed by retail employees. Third-party representatives are not eligible for a complimentary table.

## When

**Monday, August 27, 2018 | 10:30 am – 5:30 pm**
**Tuesday, August 28, 2018 | 8:00 am – 2:00 pm**

## Cost

There is no cost to reserve a table, but each person staffing the table must be an advance paid registrant.

## Includes

- One 6' draped table
- 2 chairs
- Company sign

## Who Qualifies

Retailers

## Guidelines

- Exhibits must not hang over the edge of the table
- Exhibits must not rise more than 3' above the table
- No floor easels
- No electrical equipment
- No balloons
- One table per company
- All food service is subject to approval by ICSC

## Availability

Tables are confirmed on a first-come, first-served basis. Submitting a Retailer Central application does not guarantee a table will be reserved for you.

## Deadline

ICSC must receive your table application by **August 10, 2018** in order to participate in Retailer Central. No on-site requests will be accommodated.

## Cancellations

Notify ICSC immediately if you must cancel.

## Notification

You will receive an email confirmation approximately two weeks prior to the start of the conference. **If you do not receive confirmation, please contact Megan Hoole.**

## Contact

**Megan Hoole**
Tel: +1 646 728 3531 | Email: mhoole@icsc.org

**VISIT WWW.ICSC.ORG/2018FL TO REQUEST AN EXHIBIT SPACE.**