

# SHOPTALK

## FALL

September 17-19 · McCormick Place, Chicago

### Meeting Pod Details

#### What's Included (substitutions are not permitted):

- 3ft (height) PVC Wall Panels with 1 Graphic Front Panel (sponsor logo or graphics) \*
- 1 Table (36" cafe round) and 4 Chairs
- Carpeting
- Wastebasket
- Shoptalk will coordinate all setup and teardown of the Turnkey Booth
- Complimentary Wi-Fi will be provided in the Exhibit Halls, however, if you need a faster, more reliable connection, we strongly recommend ordering a dedicated internet connection from [McCormick Place Exhibitor Services](#).

\* Show management to design and provide graphics using Sponsor logo

#### What's Not Included:

- Electrics – orders must be placed through Freeman Exhibitor Services
- AV – orders must be placed through Freeman AV (monitors, laptops, etc.)
- F&B – light F&B is available to purchase through [McCormick Place](#) but must remain in your contracted space
- No outside food or beverages are permitted.

#### Display Guidelines:

- Please refer to the [Exhibitor Display Rules and Regulations](#)
- All Meeting Pods are allowed to have a freestanding Monitor for demonstrations and meetings. Maximum size for the Monitor is 43"
- No additional signage and branding will be allowed IN or AROUND your Meeting Pod.
- All F&B must remain within your meeting pod. No large displays or roll-out bars will be allowed.
- Only the above "included Items" plus one additional Monitor and stand will be allowed.

#### Deadlines:

- Submit [Permission to Exhibit](#) by **August 1, 2025**
- ALL Exhibitors must submit exhibitor insurance directly to Rainprotection by August 15, 2025. See information [here](#)

#### Helpful Links:

[Exhibitor Resources](#) | [Display Rules and Regulations](#) | [2025 Exhibitor Terms & Conditions](#) | [Insurance Requirements & Permission to Exhibit](#) | [Freeman Exhibitor Kit](#)

**See rendering on following page**

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**Meeting Pod Rendering:**

