



## Permission to Exhibit

**DEADLINE: FRIDAY, FEBRUARY 13, 2026**

All EAC and Self Build/Pop Up booth builds are **REQUIRED** to receive Permission to Exhibit Certificates which will only be issued by our Health & Safety partner, Abraxys, once ALL required documents have been submitted and the review has been completed. Booth Plans emailed directly to Abraxys will NOT be accepted.

### Helpful Links:

[Display Rules and Regulations](#) | [Exhibitor Insurance Requirements](#)  
[PPE Requirements](#)

**What is my booth number?** You can check your booth number on the [live floorplan](#)

### Types of Booth Builds:

1. **Exhibitor Appointed Contractor (EAC):** You will appoint an external contractor to build your exhibit.
2. **Self Build Booth (Pop-up):** You will manage the setup and dismantling of your booth without external assistance.
3. **Freeman Build:** Freeman will handle the construction of your booth. This includes custom solutions purchased directly with Freeman, and Turnkey, Meeting Pods, and Startup Kiosks purchased through Show Management.

### What Forms Do I Need to Submit?

Exhibitor Appointed Contractor (EAC)	Self-Build Booth (Pop-up)	Freeman Custom & Turnkey Products
<p><u>Your EAC will need to submit the following on your behalf:</u></p> <ol style="list-style-type: none"> <li>1. Permission to Exhibit Form: <a href="#">HERE</a></li> <li>2. <a href="#">Risk Assessment Form</a> <ul style="list-style-type: none"> <li>• <a href="#">Risk Assessment Explanation</a></li> </ul> </li> <li>3. <a href="#">Method Statement Form</a></li> <li>4. Technical Drawing</li> <li>5. Your EAC must certify you they have read the Exhibitor Display Rules &amp; Regulations, Guidelines for your booth type.</li> </ol>	<p><u>Exhibitor will need to submit the following:</u></p> <ol style="list-style-type: none"> <li>1. Permission to Exhibit Form: <a href="#">HERE</a></li> <li>2. Technical Drawing</li> <li>3. Certify you have read the Exhibitor Display Rules &amp; Regulations, Guidelines for your booth type</li> <li>4. Certify you will provide your own or purchase flooring through Freeman</li> </ol>	<p><u>Exhibitor will need to submit the following:</u></p> <ol style="list-style-type: none"> <li>1. Permission to Exhibit Form: <a href="#">HERE</a></li> <li>2. Certify you have read the Exhibitor Display Rules &amp; Regulations, Guidelines for your booth type</li> </ol>

Technical drawings must include all dimensions of your booth construction, a description of your flooring materials (including the height of raised platform floors), and a description of your

boundary walling construction materials. If you are planning to have a rigged banner over your stand space, you must include on your drawing the dimensions, weight, and construction materials of your rigged banner