



PACK EXPO East  
 March 18-20, 2024  
 Pennsylvania Convention  
 Philadelphia, PA

## Structural Integrity Statement

**RETURN FORMS BY FEB. 12, 2024**  
**Advance Warehouse Freight**  
**Deadline: March 6, 2024**

**Each exhibitor must complete the Suspended Sign Information and Structural Integrity Statement forms and return them to PACK EXPO Services.**

**REQUIRED FORM**

### STRUCTURAL INTEGRITY STATEMENT

\_\_\_\_\_, the contracted exhibitor at **PACK EXPO East 2024** and (if applicable) \_\_\_\_\_, the display house or builder for the aforementioned exhibitor, do hereby certify and guarantee that the stress points for the hanging structure have been properly engineered and tested. We further certify that the structure can be hung safely and has been constructed to meet all applicable regulations and safety measures.

We hereby release **PACK EXPO East 2024, PMMI, Pennsylvania Convention Center—Halls A, B and C, PACK EXPO Services**, and their contractors and agents from any liability in connection with this structure, and agree to indemnify and hold harmless from any loss, damage or injury arising from this equipment.

**Exhibitor**, as a material part of the consideration to PACK EXPO Services for material handling and rigging services under this agreement, waives and releases all claims against PACK EXPO Services, its subsidiaries and affiliated companies, their directors, officers, employees and agents with respect to all matters pursuant to this agreement.

Exhibiting Company: \_\_\_\_\_ Booth #: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Authorized Name: \_\_\_\_\_ Date: \_\_\_\_\_

Display House/Builder: \_\_\_\_\_  
 (if applicable)

Authorized Signature: \_\_\_\_\_

Authorized Name: \_\_\_\_\_ Date: \_\_\_\_\_



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# Hanging Sign Information

**RETURN FORMS BY FEB. 12, 2024**  
**Advance Warehouse Freight**  
**Deadline: March 6, 2024**

## THIS FORM MUST BE RETURNED FOR ALL CEILING-HUNG STRUCTURES

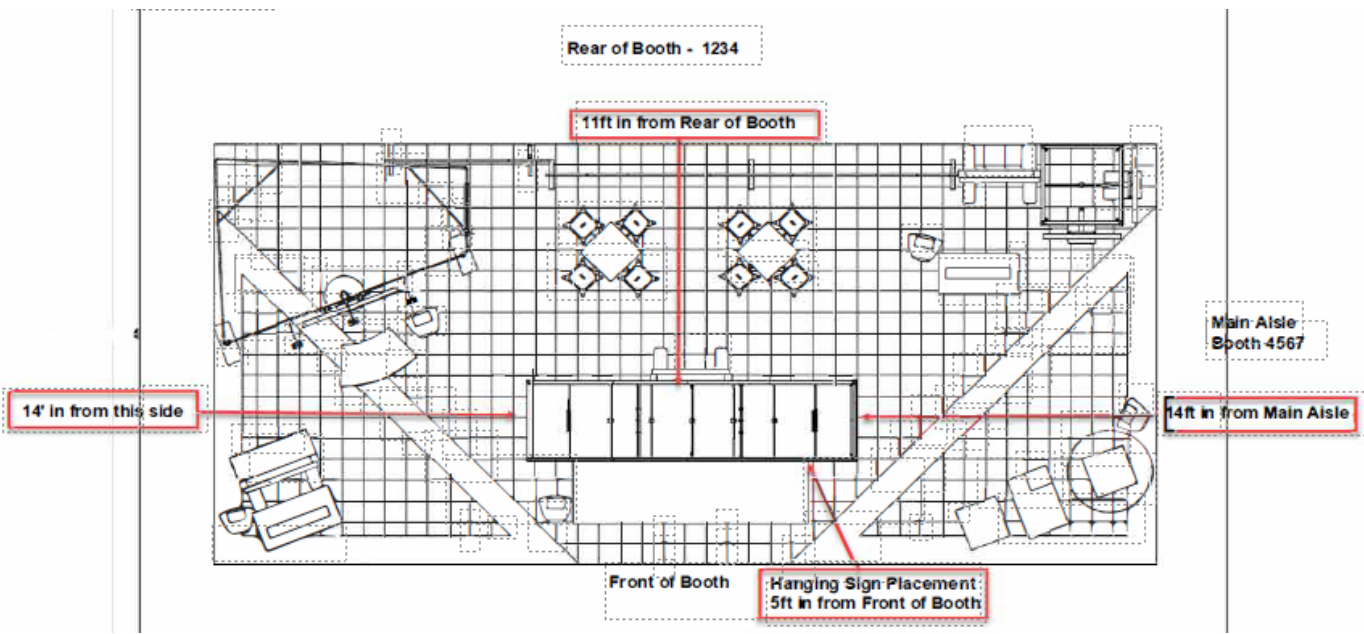
Please make sure you identify all neighboring booths. Placement is subject to approval by Show Management. Review Rules and Regulations prior to submitting this form. Please see below for sample of floorplan that should be submitted with orders.

### INBOUND SHIPPING INFORMATION

Carrier: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Date to Arrive at Warehouse: \_\_\_\_\_  
 Must arrive at the advance warehouse, **using the hanging sign shipping labels**, by March 6, 2024, and all paperwork submitted and approved to secure advanced rate. See Hanging Sign Information and Labor.

### OUTBOUND SHIPPING INFORMATION

Ship To: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 Carrier: \_\_\_\_\_ Phone: \_\_\_\_\_



Exhibiting Company: \_\_\_\_\_ Booth Number: \_\_\_\_\_  
 Print Name: \_\_\_\_\_ Date: \_\_\_\_\_  
 Email Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_



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### HANGING SIGN DETAILS

**A. Does Your Sign Require Assembly? (All signs requiring assembly must be assembled by PES labor)**

Yes  No

**B. Is PACK EXPO Services authorized to assemble and hang your sign before you arrive? \*If OK to proceed, please include assembly instructions**

OK To Proceed  Wait For Exhibitor

**C. Is your hanging sign electrical?**

Yes  No

(If yes, please remember to order electricity and electrical condor labor for your hanging sign.)

Lighted  Rotary

**D. Type of Sign**

Banner  Grommets  Pockets  1-Sided  2-Sided

Structural  Wood  Systems  Metal  
 Other: \_\_\_\_\_

Theatrical Truss  
Manufacturer: \_\_\_\_\_  Rented from PES  Exhibitor Supplied  
 Triangle - size \_\_\_\_\_" x \_\_\_\_\_"  Box - size \_\_\_\_\_" x \_\_\_\_\_"  
# of Structural Pick Points: \_\_\_\_\_ Load @ Each Point \_\_\_\_\_ lbs.

**E. Total Number of Signs in Booth \*separate form required for each sign**

Electrical \_\_\_\_\_  
Non-Electrical \_\_\_\_\_

**F. Dimension & Weight of Sign**

Height \_\_\_\_\_ Length \_\_\_\_\_  
Width \_\_\_\_\_ Weight \_\_\_\_\_ lbs.

**G. Shape of Sign**

Rectangle  Square  Triangle  Circle  
 Other: \_\_\_\_\_

**H. Number of Feet From Floor to Top of Sign—Must comply with Show Rules and Regulations.**

14' (maximum for booths 600 sq. ft. to 1,499 sq. ft.)  
 18' (maximum for booths 1500 sq. ft. and over)  
 Custom Height: \_\_\_\_\_ Feet  
(Check above if you want your sign hung **lower** than the maximum height allowed.)

**I. Does Your Sign Require a Chain Motor?**

Yes  No  Rented from PES  Exhibitor Supplied

**J. Is Your Sign Fireproof?**

Yes  No

Exhibiting Company: \_\_\_\_\_ Booth Number: \_\_\_\_\_  
Print Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Email Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_