

booth guidelines

booths

All Booths are a uniform 6'x8' with 8' high back drape and 4' high side rails. Exhibitors will be provided with a standard 6'x 30" draped table. HARDI provides a standard company identifying sign for the rear drape of your booth. A draped table, two chairs and a wastebasket are provided for each booth. No pop-up booths are permitted. Additional furniture is not permitted.

booth program update

Due to COVID-19, HARDI has made appropriate changes to our Booth Program this year. The program will now be spread over Sunday and Monday afternoons. Each member may only exhibit one day, not both. Booths have been spaced according to social distancing and safety guidelines.

small product display/merchandise

Product display must fit within the size of your tabletop. Displays may not be more than 4-feet high from the top of the table. Exhibitors may also use their table top area to display whatever company literature, products, samples, giveaways or information that is not in violation of local fire or safety ordinances and that can fit within the confines of the exhibit table top, including space for exhibiting employees. Exhibits may include banners, however they cannot exceed 8' high and must also fit within the confines of the booth. Exhibits may not contain any hazardous materials and may not produce noise levels that would be intrusive of other tabletops.

move-in, move-out

Sunday Exhibitors may move materials into their tabletops on Sunday, December 6 and Monday Exhibitors on Monday, December 7, beginning at 12 PM. Conference Booth hours are Sunday, December 6, 2 - 4 PM and Monday, December 7, 2 - 4 PM. Move-out must begin promptly at 4:00 PM each day following the booth program.

electricity

You will have the option to purchase access to power for your booth. Information and pricing will be included in your booth confirmation materials.

booth personnel

Policy-level executives may be assisted in their booth by registered company employees or manufacturer's representatives. Badges shall only be worn by the individual to whom it was issued. Individuals who allow others to use his/her badge will be fined a full conference booth fee, and the firm/firms involved will be prohibited from participating in next year's Conference Booth Program.

conference mobile app listing

Everything you'll want and need to know about the conference will be in the palm of your hand with the HARDI Conference Mobile App!

The Conference Mobile app includes:

- Attendee lists and profiles
- Conference Booth information
- Meeting Schedules and Agendas
- Speaker handouts
- Last-minute updates and conference alerts