

## Island and Multi-Story Display Regulations

**Submission Deadline: May 1, 2024**

### Submission Details:

All schematics must clearly state the height in U.S. measurements (Feet and Inches) of the exhibit component. You must include the position of any hanging banners above the booth and if you have a raised floor. Display and/or banners are limited to 25 feet from the floor in all exhibit halls - no branding permitted above 25 feet.

### All Island Displays:

Schematics for all other islands must be submitted to [Anna Fassano](#), no later than **May 1, 2024**.

### Multi-Story Island Displays:

Please submit your multi-story schematics to [Anna Fassano](#), no later than **May 1, 2024**. Once your schematics have been approved, please mail your stamped structural engineer drawings to the Orange County Convention Center, Attn: Event Management, PO Box 691509, Orlando, FL 32869, who will forward it to the fire marshal.

**Please review the Orange County Convention Center and Show Management Island rules below:**

**Orange County Convention Center Rules:** In addition to the American Diabetes Association's requirements for islands and two-story booths outlined below, the Orange County Convention Center will require prior approval as follows:

1. Plans must be signed and dated (with front and side elevations), by a registered architect or engineer.
2. Certain booths may require Fire Watches, electrical ventilation, smoke detection devices, fire extinguishers, multiple exits, etc., as required by Fire Prevention Officials. Contact the Orange County Convention Center, (407) 685-9882, for specific [requirements](#) for your exhibit.
3. Refer to the [current floorplan](#) for position of structural elements (i.e. columns, bridges, etc.) in the Exhibit Hall.
4. Please refer to the [Orange County Convention Center Rigging](#), for Rigging and Hanging information.

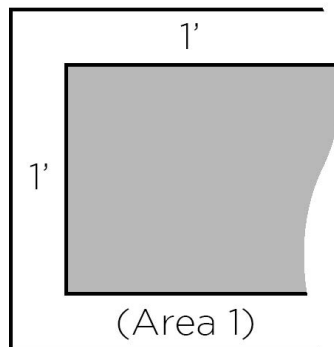
**American Diabetes Association Show Island and Multi-Story Display Rules:**

**(Please see page 3 for illustrations.)**

1. All island and multi-story displays must have access from all four sides, unless the exhibitor wanting limited access received permission from ADA (at ADA's sole discretion).
2. A fifty percent (50%) see-through effect on the portion of the booth from the floor up to a minimum of 8' in height is required. Compliance will be determined from a minimum of two angles. No exhibit structure may span an aisle by roofing or floor covering.
3. A twenty-five percent (25%) see-through effect on the portion of the booth from 8' up to the maximum height of 25' is required. Compliance will be determined from at a minimum of two angles.
4. Display components from 8' to 25' in height may extend to the edge of the exhibit space. (Please reference diagram at the bottom of this page labeled Area 2.)
5. Complete scale drawings, both concept and construction, indicating applicable set back, exhibit height, live demonstration areas and supplemental/back out lighting requests must be submitted to ADA Exhibit Management for approval no later than 45 days prior to the Scientific Sessions.
6. Exhibit and/or display components exceeding 12' in height must be approved by a licensed structural engineer prior to installation. A copy of the engineer's certificate or stamped floor plans must be available for onsite inspection.
7. Move-in/setup may not begin without written preliminary approval of plans by ADA Exhibit Management. Final determination will be made during installation of exhibit. Any changes required to bring an exhibit into compliance with the island and multi-story display rules shall be made at the exhibitor's expense.
8. No part of any island or multi-story display may exceed a height of 25' from the floor of the exhibit hall.
9. Any island with **raised floors must** be shown in the drawing. Some facilities will require an ADA ramp.
10. Display components from the floor to 8' in height may NOT be closer than 1' to any external boundary of the exhibit space (see diagram below labeled - AREA 1). This applies only to displays that are 20' x 30' or larger.
11. In the spirit of practicing good booth etiquette, if an exhibitor creates debris during the construction and installation of the display, they must immediately restore a clean environment for neighboring booths.

**Please Note:** the display and banner height restriction remain at 25 feet. Multi-story displays require prior written approval from the ADA, facility, and the fire marshal.

ISLAND FLOOR  
PLAN VIEW



ISLAND SIDE OR  
ELEVATION VIEW

