



VENUE FAST FACTS

Location: Palais des congrès de Montréal
Halls 210 a-h, 220 a-e, 230 a-b, x1-x4; Level 2

Facility: One Floor Exhibit Hall with one Main Entrance

	Ceiling Height	Height Restrictions	Weight Limits
210 a-h	30' / 9.15 M	26'8" / 8.2 M at most airwall tracks (and 23' at airwall 220A/X1)	300 lbs/SF / 1464 kg/SM
220 a-e	31'9" / 9.69 M	21'10" / 6.6 M at airwall tracks	300 lbs/SF / 1464 kg/SM
220 b-e	<i>Back 15' across the halls – 14'2" / 4.3 M ceiling height</i>		
230 a-b	30' / 9.15 M	26'8" / 8.2 M at airwall tracks	300 lbs/SF / 1464 kg/SM
x1	30' / 9.15 M	26'8" / 8.2 M at airwall tracks	300 lbs/SF / 1464 kg/SM
x2-x4	25'5" / 8.97 M	26'8" / 8.2 M at airwall tracks	300 lbs/SF / 1464 kg/SM

Height Restrictions per booth type – See Booth Guidelines for detailed explanation

<i>Inline Booth:</i>	8'	<i>Peninsula Booth:</i>	12'
<i>Perimeter Booth</i>	12'	<i>Island Booth</i>	16'

Venue Requirements of Note:

CANOPIES AND CEILINGS

- All exhibitors who plan for a covering (canopy, ceiling of any kind, etc.) must get an approval from the Fire Marshall if the surface is 300 sq. ft. and more
Draperies, curtains, decorative materials including dried flowers, cotton, Styrofoam, paper and cardboard of less than 1/8 inch (3mm), textiles, netting and plastic materials must be fireproofed.

- Any booth more than one story in height, covered with a membrane or fabric, tent, etc., must be equipped with automatic sprinklers or obtain the approval of the Security Department of the Palais des congrès de Montréal. A minimum clearance of 18 inches (45 cm) is required under the sprinkler heads.
- In addition, all AV concepts and plans for ceiling riggings must be submitted to us so that the plans are approved by the Palais technical consultants.

- In all cases, the exhibitors must make sure the material they plan on using is not part of the forbidden material listed below:

- | | |
|--------------------------------|---------------------------|
| - Softwood trees or branches | - Polypropylene / polymer |
| - Fabrics in cellulose acetate | - Straw |
| - Straw shavings | - Peat |
| - Packing chips | - Jute |
| - Sono tube | |

In all cases, it is forbidden to produce open flames, sparks or heat using an ignition device.

AV TOWERS AND CEILING RIGGING

All AV concepts and plans for ceiling riggings or for floor-mounted structures must be submitted to us so that the plans are approved by the Palais technical consultants. We require diagram of professional quality and, for floor-mounted structures, a description of the equipment to be attached to it. If need be, we will request that self-supporting structures be secured; for instance, by bracing them to the ceiling or by supplemental protection approved by our consultant.



MULTI-STORY EXHIBITS

As mentioned above, the multi-story exhibits will be required to have sprinklers installed. We will also require the drawings so that we can pre-approve the installation.

PLEASE REFER TO US FOR DETAILS ON FIRE REGULATION IF YOU PLAN TO:

- build an enclosed space that might welcome 60 persons or more simultaneously
- set up a small theater style inside your booth space
- have a vehicle on display inside your booth
- build your booth out of wood
- use candles and/or paraffin lamps