

DO'S AND DON'TS FOR EXHIBITORS

DO:

- Read the Exhibitor Contract **carefully**.
- Wear your badge **with** the exhibitor ribbon at all times. Remember, during General Sessions when the Exhibit Hall is closed, only exhibitors will be allowed in the Hall.
- Man your booth at all times when Exhibit Hall is open for attendees. Protect your valuables if you are away from your booth when Hall is closed.
- Report any incidences of “suitcasing” – non-exhibitors attempting to distribute written materials on exhibit floor.
- Register your guests – celebrity impersonators, caricature artists, massage therapists, and others who may be providing entertainment in your booth. Applicable badge fees will apply.

DON'T:

- Attempt to set-up your booth before the allotted time. Interfering with the decorating company will cause a delay for everyone.
- Plan hospitality suites or parties to coincide with an official CACM event. Doing so may result in your company being banned from future CACM trade shows.
- Invite HOA Board Members or other homeowners. CACM events are for managers and related vendors only.
- Invite non-registered managers for business appointments during show hours.
- Discriminate between Northern California and Southern California Managers when distributing give-a-ways and prize drawings.
- Help yourself to other exhibitor's give-a-ways without their permission **OR** add your business card to their drawings. These items are meant for the managers.
- Allow children on the exhibit floor. Remember, this is a professional event.
- Tear down your exhibit before the show officially ends.