Booths which the Wisconsin Restaurant Association deems to present an unreasonable obstruction-of-view of other exhibits must be altered at the exhibitor’s expense. To avoid costly and time consuming on-site alterations, it is strongly recommended that you review the rules below and on the following page to make sure your display is within the guidelines.

No portion of an exhibit may extend into the aisle or exceed the dimensions of an assigned booth. Therefore, exhibits must be designed to draw attendees into the booth. Exhibit booths and equipment may not extend into the aisle at any height level. Display materials should be arranged in such a manner so as not to obstruct sight lines of neighboring exhibitors. Any variations from the height restrictions below must be pre-approved by show management prior to move-in. Email a picture/drawing of your intended layout to Dawn Faris at dfaris@wirestaurant.org or fax to Dawn at 608.270.9960.

Linear (In-Line)/Corner/Perimeter Booth
Linear Booths have only one side exposed to an aisle and are generally arranged in a series along a straight line. They are also called in-line booths. A Corner Booth is a Linear Booth exposed to aisles on two sides. All other guidelines for Linear Booths apply. A Perimeter Booth is simply a Linear Booth that backs to a wall of the exhibit facility rather than to another exhibit. All guidelines for Linear Booths apply to Perimeter Booths except that the maximum backwall height of a Perimeter Booth is twelve feet (12’). Use of space: display materials should be arranged in such a manner so as not to obstruct sight lines of neighboring exhibitors. The maximum height of eight feet (8’) is allowed only in the rear half of the booth space, with a four-foot (4’) height restriction imposed on all materials in the remaining space forward to the aisle. (Note: When three or more Linear Booths are used in combination as a single exhibit space, the four-foot (4’) height limitation is applied only to that portion of exhibit space which is within ten feet (10’) of an adjoining booth.)

End-cap Booth
An End-cap Booth is exposed to aisles on three sides and composed of two booths. Use of space: the maximum backwall height of eight feet (8’) is allowed only in the rear half of the booth space and within five feet (5’) of the two side aisles with a four foot (4’) height restriction imposed on all materials in the remaining space forward to the aisle.

Island Booth
An Island Booth is any size booth exposed to aisles on all four sides. Use of space: the entire cubic content of the space may be used up to the maximum allowable height, sixteen feet (16’), including signage.
Canopies and Ceilings
Canopies, including ceilings, umbrellas and canopy frames can be either decorative or functional (such as to shade computer monitors from ambient light or for hanging products). Canopies for Linear or Perimeter Booths should comply with line of sight requirements (see regulations for “Linear (In-Line)/Corner/Perimeter Booth” on previous page).

The base of the canopy should not be lower than seven feet (7’) from the floor within five feet (5’) of any aisle. Canopy supports should be no wider than three inches. This applies to any booth configuration that has a sightline restriction, such as a Linear Booth. Fire and safety regulations strictly govern the use of canopies, ceilings and other similar coverings.

Hanging Signs and Graphics
Hanging signs and graphics are permitted in all standard Peninsula and Island Booths, to a maximum height of sixteen feet (16’) from the top of the sign. Whether suspended from above or supported from below, they should comply with all ordinary use-of-space requirements (for example, the highest point of any sign should not exceed the maximum allowable height for the booth type).

Hanging signs and graphics should be set back ten feet (10’) from adjacent booths. **Approval for the use of hanging signs and graphics should be received at least 30 days prior to installation.** Drawings should be available for inspection.

NOTE: Special authorization may be granted for displays that would normally have a 16’ height restriction, but are now seeking a 20’ height allowance. Requests must be made to WRA at least 30 days prior to move-in.

An “Indoor Sign & Banner Hanging” order form is included in the “Freight & Labor” section in this manual. Wisconsin Center staff are responsible for hanging all overhead signs.