



INTERNATIONAL  
**ESTHETICS, COSMETICS & SPA**  
CONFERENCE

**CHICAGO**  
**MARCH 30 - APRIL 1, 2019**  
McCORMICK PLACE • CHICAGO

**Product Storage Guidelines**  
**Exhibitor Email Blast**

REMINDER... a one-day supply of boxed or loose product, materials or literature may be staged or displayed in a display case, under and/or on top of tables or counters and/or stacked neatly within the space. Exhibitors are also allowed to keep personal items such as luggage, purse, coats, etc. within their exhibits during show hours. The following restrictions must be observed at all times, and will be checked daily by the Chicago's Fire Supervisors as well as IECSC Floor Managers.

- Items may not be placed on or within six inches of floor boxes, or electrical equipment or cabling.
- Pallets, empty crates, cartons and boxes may not be stored in the exhibit.
- Items may not protrude from tables or display cases.
- Storage is not allowed behind the backwall or booth itself.
- The entire booth may contain no more than the supply required for one day of operations at any time.

Exhibitors who wish to store product for both sale and restock in their exhibit storage areas are required to send a detailed drawing of their booth layout indicating this storage area direct to IECSC Show Management for submission to the Fire Marshall no later than February 22, 2019.

With advance written approval, a separate bulk staging/resupply area may be allowed within booths 400 square feet or larger. In addition to the requirements above, this space must meet the following conditions:

- The area may not exceed 10% of the total booth size.
- The area must be a minimum of 6 feet from any aisle or adjacent booth.
- Items in the area must be neatly stacked to a height of no more than 4 feet.
- The dimensions and booth number of all staging/resupply areas must be submitted in writing with the floor plan
- The area must be maintained within the agreed upon size and location and be available for verification throughout the show
- Storage will not be allowed behind the Back wall or Booth itself
- The entire booth may contain no more than the supply required for one day of operations at any time.