

Exhibitor virtual booths are being provided through



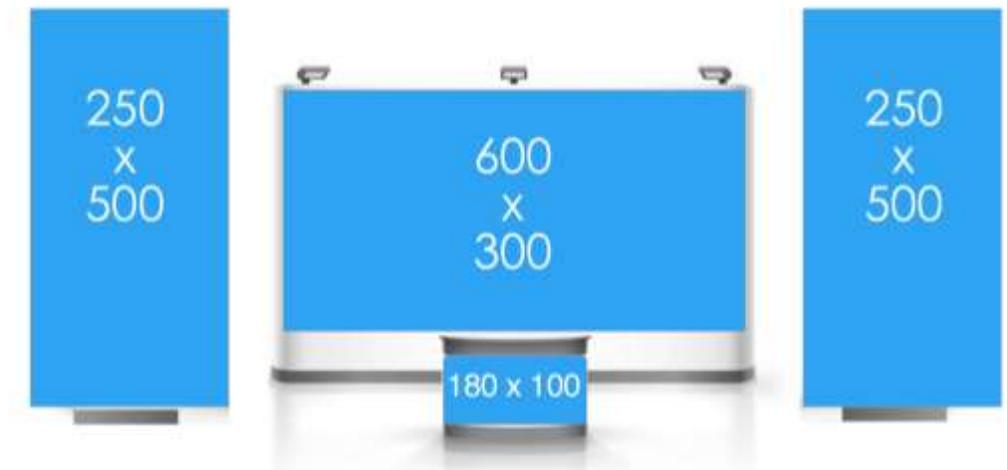
**Your 3D Virtual Booth includes:**

**2 Featured Vertical Booth Images**– 250 X 500 (JPG or PNG)

**1 Sponsor Logo**– 180 x 100 (JPG or PNG)

**1 Featured Horizontal Booth Image**– 600 x 300 (JPG or PNG)

**Up to 6 Clickable Hotspot Buttons\***



**\*Examples of Clickable Hotspot Buttons:**

- “Contact Us” button which links to one of the following (your choice):
  1. Your contact form - please provide us with a link to a contact form you have set-up
  2. Opens an email - please provide your email address
  3. Opens a pop-up displaying contact information – please provide us with the contact information
- Button(s) linking to any of your web pages - please provide URLs
- Button(s) linking to PDF documents with Product Information (yes, attendees will be able to download them) – please provide documents
- Button(s) linking to Videos, Product Demos or Product Info - please provide URLs
- “Speak With Us” button linking to a face-to-face meeting (Zoom, WebEx, Teams, or any platform you prefer) - please provide the date, time and link to a meeting which you have set up

**Important notes about choosing and submitting your assets:**

- Booth images are static images (no videos) and do not link out.
- We cannot put text into the side panels – images only.
- Images should be sent in either JPG or PNG format. Please do not send images within a Word document.
- As long as the image provided is the correct orientation and of high resolution, we can resize to fit the booth and always maintain the original aspect ratio.
- Each hotspot button only connects to one link or piece of information.

- **The only way to communicate with attendees is to include a face-to-face meeting link.** If you are unable to do so due to compliance regulations, we suggest you include a “Contact Us” button so attendees can reach out to you at their convenience.
- If you would like to specify the titles listed on your buttons you may do so. Titles are limited to two lines of text with no more than 20 characters per line. If you do not specify these, our designers will select them for you based off where the button is directing.

**What happens after I submit my assets?**

Assuming we do not need any clarification from you, we will get started on building your booth. Typical turn-around is 48-72 hours. The sooner you submit your assets, the better. Upon completion of your booth, we will send you a link of your fully functional booth to preview, click through and send to the necessary parties to gain approval. Each booth is allowed one round of revisions, so please be mindful of this when submitting your assets. Upon offering your approval of the design, no further changes can be made.

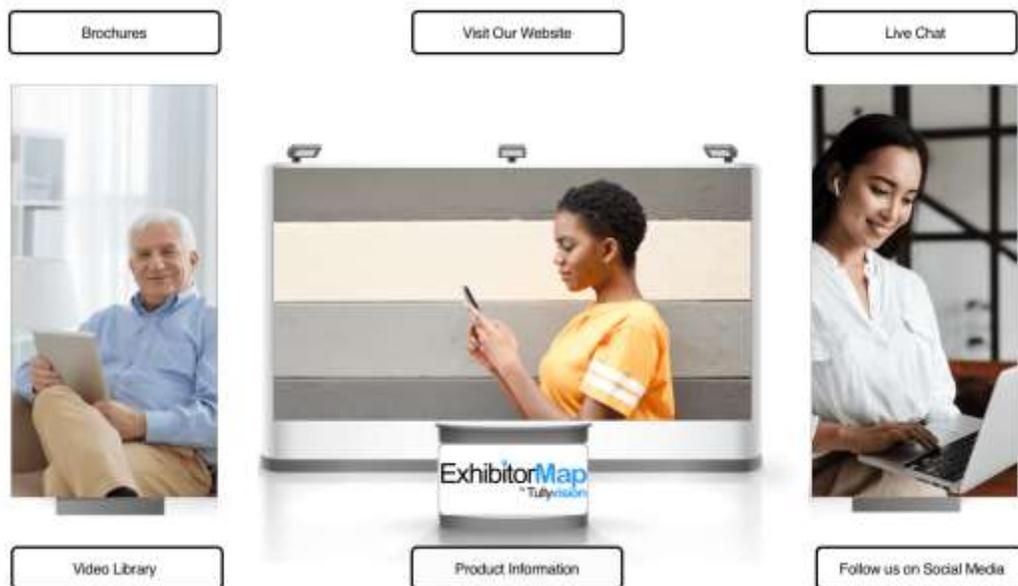
**What is the exhibit hall and how does it work?**

The exhibit hall is hosted on a website. There is no log-in necessary. Within the hall itself you will be able to see all sponsor booths presented as smaller static images. To “visit a booth,” you simply click on it and the booth will expand and become fully functional. Due to compliance regulations we are unable to provide you with access, show you, or send you screen shots of the exhibit hall itself in advance of the website going live, however you will be able to visit your booth.

**Instructions:**

Please place all assets (images, website links, video links, PDF documents, contact us choice, live meeting links and a Word document with any special instructions) in a folder with your company name on it and upload to the Dropbox link provided to you. **Questions? Please contact support: [cat@exhibitormap.com](mailto:cat@exhibitormap.com)**

**Example Booth Visual**



See how it works! <https://www.exhibitormap.com/3d#examplebooth>