



EXHIBIT QUESTIONNAIRE

In striving to understand your event needs, we request for you to please fill out this questionnaire to the best of your ability to define your goals and experiences.
Thank you.

ABOUT THE EVENT:

1. Show name & location:
2. Show date:
3. Exhibit size:
4. Exhibit type: (island, peninsula, inline)
5. Max. height of structures required / allowed:
6. Meeting areas? (semi-private, open, or private)
7. Presentation areas? (live demo with product, or video / interactive presentation)
8. Storage required: (Include literature, give-aways and samples)
9. Main reception desk required: With / without electrical
10. Which details are priority for your booth? Design, ease of setup, etc?

11. Open floor plan or split into different areas?
12. Is structure preferred as modular portable or custom modular?
13. Graphics:
 general and smaller specific or large general only,
 made for longer life or targeted to show attendees,
 more permanent application or removable/interchangeable
14. Floor preference: carpet, flex floor (rubber imitation of wood or other materials), raised wood, custom-printed
15. Hanging signage? Rotating or requiring electrical?
16. Will you require labor?
17. What is the budget for turnkey or for exhibit structure / graphics / design?

ABOUT YOUR COMPANY:

1. Industry:
2. Attendees: management, customers, sales team?
3. What is your mission statement?
4. What is your competitive advantage?
5. What geography do you service? Local, regional, global?

6. Is your corporation formal or casual? Dress code? Approach?
7. Are you open to different experiential opportunities? This could include: lighting, interactivity aspects, VR, etc...
8. Will someone from your company be on hand during set-up to supervise? Please include an on-site contact at show.
9. If there is an element that is essential to you for this event, please describe below. Include any details you see necessary.

PLEASE ENSURE THE BEST EXPERIENCE AND RETURN ON INVESTMENT BY USING PRE-SHOW MARKETING, EVENT TARGETED MESSAGE AND PROMPT FOLLOW-UP AFTER THE EVENT.

Please fill out and email to lobos@synergy-dg.com or fax to 504-522-6457.