

**Milipol Paris 2019  
USA and Canada Partnership Pavilion  
Pavilion Forms & Upgrades  
Exhibitor Communications #3**



Stand Type: «OrdType»  
Booth #: «Booth\_Nbr\_»  
Dear «BthFirst» «BthLast»,

**Upgrade your booth today!**

As organizers of the USA and Canada Partnership Pavilion, we offer a variety of options to help your turnkey booth and company stand out from the crowd. Additional Accessories and Graphics are a great way to promote your products. These options include:

- **Company logos** on your headers and counters to help your company name pop.
- Wall panel **graphics** in multiple sizes such as “seamless”, and poster size.
- **Carpet color and padding** upgrades for a unique look and enhanced comfort.
- **Furniture** upgrades to personalize your space and create a look specific to your company’s goals throughout the show.
- **Audio visual equipment** to generate interest and create buzz.
- **Additional Electrical outlets** to keep your company charged and your products running smoothly.

The following modifications are not allowed without prior approval from Kallman Worldwide.

- **Full custom builds** if your space is less than 30 sqm.
- **Adhering graphics to pylons** or affixing anything to the structure of the booth.
- **Adhering custom graphics** that could damage the walls or compromise the structural integrity of the booths in anyway. If bringing graphics, please contact your Exhibitor Services Specialist ([KeiralL@kallman.com](mailto:KeiralL@kallman.com)) to ensure safety measures are in place.

Full custom booth interiors are available through our [Creative Services Department](#).

| USA and Canada PARTNERSHIP PAVILION FORMS (Kallman Worldwide) |                                   |  |                                    |                              |
|---|-----------------------------------|--|------------------------------------|------------------------------|
| DUE   | FORM                              | ADDITIONAL INFORMATION   |                                    | SUBMIT TO:                   |
| August 21, 2019   | <a href="#">Co-Exhibitor Form</a> | This form is to be completed <b>ONLY</b> if you are hosting shared space for other companies or organizations on your stand. | <b>MANDATORY for Co-Exhibitors</b> | <a href="#">Martha Bazan</a> |

|                    |  |  |  |                              |
|--------------------|--|--|--|------------------------------|
| October 1, 2019    | <a href="#">US1 - USA &amp; Canada Partnership Pavilion Visitors Guide</a> | As an exhibitor in the USA & Canada Partnership Pavilion, your company is entitled to a free listing in the USA & Canada Partnership Pavilion Visitors Guide and a digital profile in the Visitor Zone.  | <b>MANDATORY</b>   | <a href="#">Martha Bazan</a> |
| September 25, 2019 | <a href="#">US2 - STAND IDENTIFICATION</a>                                 | Submission of this form will signify how your company name will appear on both your fascia and counter that are included in your turnkey package. Failure to complete this form, and we will revert to the company name listed on your contract.   | <b>MANDATORY for Turnkey Exhibitors</b><br><i>Not Applicable for Space Only</i>  | <a href="#">Keira Small</a>  |
| October 1, 2019    | <a href="#">US3E- ELECTRIC</a>   | Use this form to order: <ul style="list-style-type: none"> <li>• Electrical outlets to give your presence more power.</li> <li>• Additional lighting to brighten and make your products shine.</li> <li>• Transformers to ensure your equipment will run without a glitch.</li> <li>• Audio visual equipment to attract — and hold! — more attention.</li> </ul> | OPTIONAL for Turnkey Exhibitors<br><i>Not Applicable for Space Only. Use the Electrical Form from show organizers.</i> | <a href="#">Keira Small</a>  |
| October 1, 2019    | <a href="#">US3F- FURNITURE</a>  | Use this form to order: <ul style="list-style-type: none"> <li>• Carpet color and padding upgrades for a more polished look and enhanced comfort.</li> <li>• Furniture upgrades to meet specifications for enhanced functionality such as group meetings, presentations and hospitality.</li> </ul>  | OPTIONAL for Turnkey Exhibitors  | <a href="#">Keira Small</a>  |
| September 25, 2019 | <a href="#">US3G- GRAPHICS</a>   | Use these forms to order: <ul style="list-style-type: none"> <li>• “Seamless”/ full wall graphics</li> <li>• Posters</li> <li>• Custom sizes available upon request</li> </ul>   | OPTIONAL for Turnkey Exhibitors  | <a href="#">Keira Small</a>  |
| October 4, 2019    | <a href="#">US4 - STAND DESIGN SUBMISSION</a>                              | As part of the USA & Canada Partnership Pavilion, we ask as a courtesy that a drawing or plan of the proposed booth installation be submitted for review. We want to ensure its overall cohesiveness with our design as well as identify any conflicting items that will disturb neighboring companies.  | <b>MANDATORY for Space Only Exhibitors</b><br><i>Not Applicable for Turnkey Exhibitors</i>                             | <a href="#">Keira Small</a>  |
| November 11, 2019  | <a href="#">US5 - ONSITE CONTACT INFORMATION</a>                           | Opt in to receive notifications onsite. These may include emergency updates, reminders for program events, and/or schedule changes.  | <b>MANDATORY</b>   | <a href="#">Keira Small</a>  |

**PLEASE NOTE THE FOLLOWING: GRAPHICS – PRIOR TO** preparing graphics for your stand (via USA and Canada Partnership Pavilion [US3G form](#) or an outside vendor), it is **imperative** that you contact Kallman Worldwide Operations Department ([KeiraL@kallman.com](mailto:KeiraL@kallman.com)) to confirm the layout specifications and panel dimensions of your stand. Working closely with our department will help you avoid costly errors.

*We encourage you to become familiar with the entire exhibitor manual, as there may be other services you need. We strongly suggest that you review your Online Exhibitor Manual on a regular basis for updates.*

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We hope you find this information helpful. If you have any questions or concerns, please do not hesitate to contact us.

For questions regarding:

**Stand Design | Booth Upgrades | Show Participation**

Keira Small | +1 201-251-2600 x189 | [KeiraL@kallman.com](mailto:KeiraL@kallman.com)

**Co-exhibitor form | Advertising | U.S. Guide**

Martha Bazan | +1 201-251-2600 x1133 | [MarthaB@kallman.com](mailto:MarthaB@kallman.com)

**Booth Sales | Sponsorship**

Brian Keller | +1 201-251-2600 x148 | [BrianK@kallman.com](mailto:BrianK@kallman.com)

Friendly regards,

The Kallman Worldwide Milipol Paris Team

Kallman Worldwide | 4 North Street, Ste 800 | Waldwick NJ 07463 USA

**Learn More. Sell More. Hit Your Targets.**

The USA and Canada Partnership Pavilion is organized by

