



Booth Design Brief

Thank YOU for taking the Booth Design Brief. The brief should take less than five minutes of your time to complete.

Client:

Company Name	<input type="text"/>	Activity	<input type="text"/>
Address	<input type="text"/>		
Contact Person	<input type="text"/>	Tel.	<input type="text"/>

Booth:

Exhibit Name	<input type="text"/>	Exhibit Date	<input type="text"/>
Exhibit Location	<input type="text"/>	Hall Number	<input type="text"/>
Booth Area	<input type="text"/>	<input type="radio"/> Island	<input type="radio"/> Semi Island <input type="radio"/> Lane <input type="radio"/> Open Air

Furniture:

Registration/ Welcome Desk	<input type="radio"/> YES <input type="radio"/> NO	Number of Desks	<input type="text"/>		
Stools / Chairs	<input type="radio"/> YES <input type="radio"/> NO	Number of Stools	<input type="text"/>	Number of Chairs	<input type="text"/>
Meeting Table	<input type="radio"/> YES <input type="radio"/> NO	Number of Tables	<input type="text"/>	Number of Chairs	<input type="text"/>
VIP Area	<input type="radio"/> YES <input type="radio"/> NO	<input type="radio"/> Open Space	<input type="radio"/> Closed Room		
Product Display Stand / Unit	<input type="radio"/> YES <input type="radio"/> NO	<input type="radio"/> Meeting Table	<input type="radio"/> Lounge		
Storage	<input type="radio"/> YES <input type="radio"/> NO	Number of Products	<input type="text"/>	Number of Stands	<input type="text"/>
Catering	<input type="radio"/> YES <input type="radio"/> NO	Minimum Area Needed	<input type="text"/>	Number of Storage	<input type="text"/>
		Special Requirments	<input type="text"/>		

Additions:

Ceiling Dangler	<input type="radio"/> YES <input type="radio"/> NO	Data/Laser Show	<input type="radio"/> YES <input type="radio"/> NO		
LCD Screen	<input type="radio"/> YES <input type="radio"/> NO	Number of Screens	<input type="text"/>	Size of Screens	<input type="text"/>
Ushers	<input type="radio"/> YES <input type="radio"/> NO	Number of Ushers	<input type="text"/>		