



EXHIBITQUEST

Design Request

Company Name: _____
Primary Contact: _____
Address: _____
Phone: _____ Fax: _____
E-mail: _____ Website: _____

Please list other colleagues involved in this buying decision.

Does the information you supply on this request form reflect the input of others involved in the buying decision? Yes No

If project is a speculative design competition, please list all competitors:

What is your budget for design and production (Select Online at www.exhibitquest.com for help): \$ _____

Optional: Submit your program budget for our review (Select Budget Worksheet at www.exhibitquest.com)

What is the timing for this project?

Show: _____ Dates: _____
Location: _____

What are your exhibit requirements?

Booth Size: _____

Booth Type: Linear Peninsula Island

Note: ExhibitQuest will design in compliance with NAEM industry standards for rules and regulations unless you supply specific show rules and regulations including special height restrictions or waivers.

List all other shows where you may exhibit. Note size of your exhibit space (full names or well known acronyms):

Example: Consumer Electronics Show (CES), 20' x 20'

List portable or pop-up and table top shows to give us a complete picture of your program requirements.

What is the most important information you want visitors to learn from this exhibit?

Check the words that describe how you want your exhibit to look.

- | | | | | | |
|--------------------------------------|-----------------------------------|--|---------------------------------------|-------------------------------------|---------------------------------------|
| <input type="checkbox"/> Curvilinear | <input type="checkbox"/> Angular | <input type="checkbox"/> Hard-Edge | <input type="checkbox"/> Conservative | <input type="checkbox"/> Futuristic | <input type="checkbox"/> Contemporary |
| <input type="checkbox"/> Open | <input type="checkbox"/> Enclosed | <input type="checkbox"/> Friendly | <input type="checkbox"/> Exclusive | <input type="checkbox"/> Powerful | <input type="checkbox"/> Inviting |
| <input type="checkbox"/> High-tech | <input type="checkbox"/> Dynamic | <input type="checkbox"/> Solid | <input type="checkbox"/> Bold | <input type="checkbox"/> Static | <input type="checkbox"/> Energized |
| <input type="checkbox"/> Simple | <input type="checkbox"/> Complex | <input type="checkbox"/> Other words or phrases that come to mind: _____ | | | |

Describe your product and presentation requirements (fax, mail, or e-mail supporting documents with number, weight, size, power requirements, etc.):

How many computer workstations do you need? _____ Describe equipment configurations (i.e. laptop, flat screen, key board, mouse, tower CPU, etc.)

Please check special presentation needs such as:

- Videowall Stage Theatre
 Large monitor with workstation Open seating area with large screen presentation
 Other: _____
-

Please check the functional considerations which apply:

- Cabinet Storage Closet Storage Reception Center
 Literature display Conference room Conference seating area
 Carpet Other functional considerations : _____

Describe your graphic presentation requirements. (fax, mail or e-mail photos, literature, copy, tag lines, or other support material)

What results do you expect from a successful show?

Please choose a date and time for ExhibitQuest to present design to all your colleagues involved in the buying decision:

Month: _____ Day: _____ Time: _____
Present: In Person Via e-mail and phone conference

Easy Terms and Conditions: Design time is our most valuable asset. Your design fee will be included in project quote. Speculative design is conditional on submission of complete and accurate information. Projects which do not materialize for ExhibitQuest or any listed competitor within three months will be billed for design time at \$75 per hour.

Your design request will be considered in the order received. Please expect a status call within 24 hours of receipt.

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