

The 2015 Interiors sources Materials Pavilion at NeoCon

MATERIAL GUIDELINES



ITEMS REQUIRED FROM MATERIAL SPONSOR INCLUDE:

- ▶ A combination of [8] material samples* and (optional) pre-printed professional photographic images. Maximum size 12" x 12" (*larger formats would need prior approval*) suitable for mounting to display walls or panels, prioritized.
*Only [6] samples will be shown; extras in case of damage, or for layout flexibility.
- ▶ A company logo file in hi-resolution (300 dpi) EPS format.
- ▶ A description of your samples, maximum 100 words.
- ▶ Web site address, contact name, contact phone number.

Sample Format Notes

- ▶ There will be room for each sponsor to comfortably display six pieces - a combination of samples and optional images.
- ▶ Décor papers are most effectively displayed un laminated, mounted to foam core.
- ▶ Other decorative surfaces have the most impact mounted to substrates, with matching edges and backs. For added educational value, consider mounting a "laminated chip" size material sample in the upper left corner of a value-added laminated sample.
- ▶ Sponsor hand-outs or leave-behinds must be limited to educational pieces, and should conform to formatting limitations. These materials cannot be displayed, but may be handed out to visitors on request.

ITEMS REQUIRED FROM PRESENTATION SPONSOR INCLUDE:

- ▶ Presentation title.
- ▶ A brief description of the presentation, maximum 100 words.
- ▶ Speaker(s) name and title(s).
- ▶ A company logo file in hi-resolution (300 dpi) EPS format.

The exact date and time of your presentation will be confirmed through your sales rep.

DEADLINES

Copy and image files [8] material samples
May 8, 2015 May 15, 2015

For questions, please contact Allison Kundel, 319.861.5071
or allison.kundel@stamats.com.

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SUBMITTING YOUR SAMPLES

- ✓ A combination of [8] material samples* and (optional) pre-printed professional photographic images.

MAIL TO:

Interiors & Sources Materials Pavilion
Stamats Communications, Inc.
615 5th Street SE, Cedar Rapids, IA 52401

NOTE:

All samples must arrive by May 15, 2015. Extra shipping charges will be incurred if your items don't arrive according to schedule.

All samples will be retained by Interiors & Sources at the conclusion of the show and will be recycled on your behalf.

If you wish to retain your samples, they must be picked up at the site at the conclusion of the show. Please provide advance notification if you intend to pick up.

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DEADLINES

Copy and image files	[8] material samples
May 8, 2015	May 15, 2015

SUBMITTING YOUR LOGO, COPY, AND INFO

- ✓ A company logo file in hi-resolution (300 dpi) EPS format.
- ✓ A description of your samples, maximum 100 words total.
- ✓ Website address, contact name, contact phone number.

PLEASE SUBMIT YOUR ITEMS VIA EMAIL TO:

allison.kundel@stamats.com

NOTE:

All info must arrive by May 8, 2015.

If your files exceed 5MB, please contact Allison for instructions for our File Transfer site.