

DESIGN OF YOUR EXHIBIT DEPENDS UPON THE RECEIPT OF THE FOLLOWING INFORMATION

U.S. DEPARTMENT OF COMMERCE
International Trade Administration

PRODUCT CHARACTERISTICS-DESIGN CHECK-OFF LIST

EXHIBITION AND DATES				CITY AND COUNTRY				
<p>INSTRUCTIONS: FILL IN ONE FORM FOR EACH PRODUCT DISPLAYED. LIST, WITH DIMENSIONS, SMALL STATIC PRODUCTS ON ONE SHEET IF THERE IS MORE THAN ONE PRODUCT REQUIRING SIMILAR ELECTRICAL CURRENT, INDICATE IF ONE ELECTRICAL OUTLET WILL SUFFICE FOR ALL. PLEASE PROVIDE SUPPLEMENTAL DATA (PHOTOS, BROCHURES, DIMENSIONAL PLANS, ETC.) TO FULLY DESCRIBE PRODUCTS</p>								
EXACT COMPANY NAME (FOR EXHIBIT IDENTIFICATION)				EXACT OVERSEAS DISTRIBUTOR'S (FOR CREDIT SIGNS) ADDRESS, TELEPHONE NO., FAX NO., AND EMAIL				
TITLE OF PRODUCT				EXACT SIZE OF PRODUCT (INCLUDE ALL PROTRUSIONS)			WEIGHT	IS DISPLAY TABLE REQUIRED FOR DISPLAY OF PRODUCT? YES NO
				H	IN	D		
ELECTRICAL REQUIREMENTS	YES NO	VOLTS	AMPS	WATTS	HERTZ (CYCLES)	PHASE	HORSE- POWER	
WATER REQUIREMENTS	YES NO	PSI	GPM	COMPRESSED AIR	YES NO	GPM	PSI	
NOISE LEVEL (E.G. BUZZ, ROAR)	VIBRATION REQUIRING SPECIAL ANCHORING?		HAVE PHOTOGRAPHS OF UNIT BEEN FORWARDED?		HAVE COMPANY BROCHURES BEEN FORWARDED?		HAVE PROMOTIONAL WALL GRAPHICS (PHOTOS OR ARTWORK) BEEN FORWARDED?	
	YES	NO	YES	NO	YES	NO	YES	NO
IF RAW MATERIAL IS USED FOR PRODUCTION DURING EXHIBITION, DESCRIBE NATURE OF RAW MATERIAL, AMOUNT OF STORAGE NEEDED IN BOOTH, AND NATURE AND VOLUME OF END-PRODUCT.								
ADDITIONAL INFORMATION								
NAME, TITLE AND TELEPHONE NO. OF COMPANY OFFICIAL PROVIDING INFORMATION.						DATE		
PROCUREMENT OFFICER						DATE		