

2026 EXHIBITOR PRODUCT DISPLAY APPROVAL PROCESS

PLEASE READ ALL PAGES TO DETERMINE THE CORRECT PROCESS FOR YOUR DISPLAY



**THE
POWER
OF PARKS AND
RECREATION**

If an exhibitor has any structure/product that has a landing, a structural drawing is required for approval by the Pennsylvania Convention Center (PCC) even if attendees will not be standing, climbing, swinging or hanging on any portion of the display.

Please follow the following approval steps:

1. Sealed structural stamped drawings should be sent to Angela Ragno at aragno@nrpa.org for submission.
2. Once received by NRPA and reviewed by the PCC, the PCC will confirm the approval with the exhibitor and NRPA.

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If an exhibitor has any structure/product in their booth that attendees may climb, swing or hang on, i.e., a climbing wall, jungle gym or a swing, the Pennsylvania Convention Center (PCC) requires a sealed structural stamped drawing by a registered structural engineer from inside the United States of America. Weight limits in lbs. must be included.

Please follow the following approval steps:

1. Sealed structural stamped drawings should be sent to Angela Ragno at aragno@nrpa.org for submission.
2. Once received by NRPA and reviewed by PCC, the PCC will forward an approval along with waivers that will be required to be completed by the exhibitor.
3. The waiver information must be shared with both the PCC and NRPA.

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Examples of products not needing
to be reviewed or approved -
manufactured exercise bike or
treadmill, park benches, etc.

If floor level products are on display
only, being viewed but not
used/climbed on, no review or
approval process is required.

Questions?

Please contact Angela Ragno
aragno@nrpa.org