



**FEBRUARY 12-14, 2020 | FORT LAUDERDALE, FLORIDA**

#TECHSUPERSHOW brings together thousands of purchasing decision-makers from mid-size enterprise, communications service providers MSPs, the channel and the industry.

This event represents over \$8.5 billion dollars of B2B buying power from a global audience. This is THE event where companies come to find new vendors, network and upgrade their skills.



The #TECH SUPERSHOW Florida 2020 is comprised of dynamic events; ITEXPO, IOT Evolution, AI Ops, CVX, Future of Work, MSP Expo, Open Source World & SD-WAN Expo. While the content and audience of each event is different, the operations and logistics of the expo hall are universal. To keep your exhibit experience streamlined the Exhibitor Resource Center, Freeman site, Shipping labels, Hotel Details will all be under #TECH SUPERSHOW 2020.

In the attached pages please find the PDF version of the exhibitor manual.

Should you have any questions please reach out to Natasha Barbera – [nbarbera@tmcnet.com](mailto:nbarbera@tmcnet.com)

Have a fantastic event!

TMC events team.

**SERVICE INFORMATION**

**BOOTH EQUIPMENT**

Each 10' x 10' booth will be set with 8' high BLACK back drape, and 3' high BLACK side dividers.

Booths 300 sqft or less will receive a 7" x 44' one-line identification sign.

Booths larger than 300 sqft may receive a 7" x 44" one-line identification sign upon request.

**EXHIBIT HALL CARPET**

The exhibit hall is not carpeted. To enhance the appearance of your booth, Rental Carpet is available through Freeman. Please see the Carpet Brochure and Order Form for more information. Carpet is NOT mandatory on this event.

**DISCOUNT PRICE DEADLINE DATE**

**Order early on [FreemanOnline](#) to take advantage of advance order discount rates, place your order by January 21, 2020.**

**SHOW SCHEDULE**

**EXHIBITOR MOVE-IN**

For more information and helpful hints on pre-show procedures and move-in, please go to [Pre-Show FAQ](#)

Tuesday	February 11, 2020	10:00 AM - 5:00 PM	20' x 20' or Larger Only
Tuesday	February 11, 2020	12:00 PM - 5:00 PM	
Wednesday	February 12, 2020	8:00 AM - 3:00 PM	

**EXHIBIT HOURS**

Wednesday	February 12, 2020	5:00 PM - 7:00 PM
Thursday	February 13, 2020	11:00 AM - 4:00 PM
Friday	February 14, 2020	10:00 AM - 1:00 PM

**EXHIBITOR MOVE-OUT**

For more information and helpful hints on post-show procedures and move-out, please go to [Post-Show FAQ](#)

Friday	February 14, 2020	1:30 PM - 8:00 PM
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**We will begin returning empty containers once aisle carpet is removed.**

**DISMANTLE AND MOVE-OUT INFORMATION**

All exhibitor materials must be removed from the exhibit facility by **Friday, February 14, 2020 at 8:00 PM.**

To ensure all exhibitor materials are removed from the exhibit facility by the Exhibitor Move-Out deadline, **please have all carriers check-in by Friday, February 14, 2020 at 4:00 PM.**

**POST SHOW PAPERWORK AND LABELS**

Our Exhibitor Services Department will gladly prepare your outbound Material Handling Agreement and labels in advance. Complete the Outbound Shipping form and your paperwork will be available at show site. Be sure your carrier knows the company name and booth number when making arrangements for shipping your exhibit at the close of the show.

**EXCESSIVE TRASH AND BOOTH ABANDONMENT**

Any excessive trash which consists of display materials, carpet, padding, crates and/or pallets will be disposed of and charged both a handling fee and disposal fee during move-in. Excessive booth materials and/or literature left in the booth at the end of the published exhibitor move-out that is not labeled for an outbound shipment will be considered abandoned and deemed as trash. The exhibitor will be charged for the removal and disposal of these items. Charges may include Installation & Dismantle Labor, Forklift/Rigging Labor, and/or Dumpster Fee. Please call our Exhibitor Services Department at (407) 816-7900 for a quote.

**SERVICE CONTRACTOR CONTACTS / INFORMATION:****FREEMAN**

1601 Boice Pond Rd  
Orlando, FL 32837  
(407) 816-7900 fax (469) 621-5605  
FreemanOrlandoES@freeman.com

**FREEMAN EXHIBIT TRANSPORTATION**

(800) 995-3579 Toll Free US & Canada or +1 (512) 982-4187 or +1 (817) 607-5183 Local & International Shipping Services or fax +1 (469) 621-5810 or email [exhibit.transportation@freeman.com](mailto:exhibit.transportation@freeman.com)

**FREEMAN ONLINE®**

**Take advantage of discount pricing by ordering online at [FreemanOnline](#) by January 21, 2020.** Using the enhanced Freeman Online, you will enjoy easy access to added features and functions as well as the high caliber of Freeman services you've come to expect - **before, during** and **after** your show.

To place online orders you will be required to enter your unique Username and Password. If this is your first time to use Freeman Online, click on the "**Create an Account**" link. To access Freeman Online without using the email link, visit [FreemanOnline](#).

If you need assistance with Freeman Online please call our Customer Support Center at (888) 508-5054 Toll Free US & Canada or +1 (512) 982-4186 or +1 (817) 607-5000 Local & International.

**SHIPPING INFORMATION****Warehouse Shipping Address:**

Exhibiting Company Name / Booth # \_\_\_\_\_  
#TECH SUPERSHOW 2020  
C/O FREEMAN  
8439 NW 72ND ST  
MEDLEY, FL 33166

**Please do not ship perishable material to the Freeman Advance Warehouse. Freeman does not provide temperature-controlled storage or shipping services from the Advance Warehouse.**

Freeman will accept crated, boxed or skidded materials beginning **Friday, January 10, 2020**, at the above address. **Material arriving after February 04, 2020 will be received at the warehouse with an additional after deadline charge.** Please note that the Freeman Warehouse does not accept uncrated freight (loose, pad-wrapped material and/or unskidded machinery), COD shipments, hazardous materials, freight requiring refrigerated or frozen storage, a single piece of freight weighing more than 5,000 pounds or a single piece of freight beyond the dimensions of 108" H x 93" W. Warehouse materials are accepted at the warehouse Monday through Friday between the hours of 8:00 AM - 3:30 PM. Certified weight tickets must accompany all shipments. If required, provide your carrier with this phone number: (407) 816-7900.

**Show Site Shipping Address:**

Exhibiting Company Name / Booth # \_\_\_\_\_  
**#TECH SUPERSHOW 2020**  
C/O FREEMAN  
BROWARD COUNTY CONVENTION CENTER  
1950 EISENHOWER BLVD  
FORT LAUDERDALE, FL 33316-4205

Freeman will receive shipments at the exhibit facility beginning **Tuesday, February 11, 2020**. Shipments arriving before this date may be refused by the facility. Any charges incurred for early freight accepted by the facility are the responsibility of the Exhibitor. Certified weight tickets must accompany all shipments. If required, provide your carrier with this phone number: (407) 816-7900.

Please note: All materials received by Freeman are subject to Material Handling Charges and are the responsibility of the Exhibitor. This also applies to items not ordered through the Official Show Vendors. Refer to the material handling form for charges for the service.

Please be aware that disposal of exhibit properties is not included as part of your material handling charges. Please contact Freeman for your quoted rates and rules applicable to disposal of your exhibit properties.

**LABOR INFORMATION**

Union Labor may be required for your exhibit installation and dismantle. Please carefully read the UNION RULES AND REGULATIONS to determine your needs. Exhibitors supervising Freeman labor will need to pick up and release their labor at the Service Desk. Refer to the order form under Display Labor for Straight time and Overtime hours.

**ASSISTANCE**

We want you to have a successful show. If we can be of assistance, please call our Exhibitor Services Department at (407) 816-7900.

**WE APPRECIATE YOUR BUSINESS!**



## **FREEMAN GENERAL INFORMATION**

### **TRANSLATION SERVICES**

Freeman is pleased to offer a new service for our international exhibitors that provides quick interpretation and translation in 150 languages. This service will not only interpret for us on a three way conversation, but also translate emails from customers. To access this feature you may contact Freeman Exhibitor Services at (407) 816-7900 or Freeman's Customer Support Center at (888) 508-5054.

### **HELPFUL HINTS**

#### **SAVE MONEY**

Order early on [FreemanOnline](#) to take advantage of advance order discount rates, place your order by **January 21, 2020**.

#### **AVOID DELAY**

Ship early to avoid delays. Shipments arriving late at show site will cost you money, time and business!

#### **SAFETY TIPS**

Use a ladder, not a chair. Standing on chairs, tables and other rental furniture is unsafe and can cause injury to you or to others. These objects are not designed to support your standing weight.

Be aware of your surroundings. You are in an active work area with changing conditions during move-in and move-out. Pay attention. Look for obstacles, machinery and equipment that are in use.

Keep your eyes open for scooters and forklifts. The drivers of these vehicles may not be able to see you.

Stay clear of dock areas, trucks and trailers. These areas can be particularly dangerous.

Prevent electrical shocks, falling items and damage to materials. Do not attach items or equipment to the drapes or metal framework provided for your booth. This can cause serious injury or damage to materials.

We discourage children from being in the exhibit hall during installation and dismantle. If children are present during installation and dismantle, they must be supervised by an adult at all times.

Freeman does not ship or handle Hazardous Materials. If any materials you are shipping to the event fall into this category, please contact Freeman to be sure the material will be allowed at the facility and by the association. In addition, if authorized by the facility and the association, you will need to make separate arrangements for the transport and handling of the approved materials, since Freeman will not transport or handle them.

The operation or use of all motorized lifts and motorized material handling equipment for installation/dismantle of exhibits is NOT permitted by exhibitors or by their exhibitor appointed contractors (EAC's). Thank you for your cooperation.

#### **EXHIBITOR ASSISTANCE**

For more information and helpful hints on pre-show procedures and move-in, please go to [Pre-Show FAQ](#)

For more information and helpful hints on post-show procedures and move-out, please go to [Post-Show FAQ](#)

Call Freeman's Exhibitor Services department at (407) 816-7900 with any questions or needs you may have.

# **Tech SuperShow/ITEXPO RULES & REGULATIONS**

## **1. SHOW MANAGEMENT**

The words "Show Management" as used herein shall mean TMC. The enforcement and interpretation of the following rules and regulations is the responsibility of TMC.

## **2. ELIGIBLE EXHIBITORS**

All firms that regularly manufacture or sell products or services designed for the internet telephony industry are eligible to exhibit, subject to space availability and show rules and regulations.

## **3. DISTRIBUTION & SOLICITATION RESTRICTIONS**

TMC does not allow distribution of materials and/or solicitation by exhibitors or attendees except within the confines of your booth space. Also not allowed are booth sales, advertising sales or solicitation for any competitive trade show, conference, magazine or newspaper, or any other promotional solicitation not expressly approved by TMC. Violators may be removed from the show floor at the discretion of TMC.

## **4. SERVICES**

In the best interest of the exhibitors, TMC has appointed an official service contractor, for such services as material handling and shipping, furniture, booth rental and I&D, audio visual, skilled labor, and other services. *If exhibitor desires to use other than said contractor, permission must be obtained in writing from TMC 30 days prior to the show. Proof of liability insurance is required by all contractors.* Exhibitors must abide by the policies of the appointed service contractors.

## **5. TYPES OF EXHIBITS**

Show Management has approved the following types of exhibits. Any deviation must be submitted for approval. Approval may be denied in the sole discretion of the operations manager or Show Management.

***Standard In-Line Booth*** -Background and end sections, including signs, must not exceed 8' in height. Do not extend end sections out from the back line more than 4' at maximum 8' height limit or higher than 36" the remainder of the distance to the aisle.

20 x 20 or larger Island Booth: 12' height restriction and 16' with hanging signage

10 x 20 Linear Booth: 8' back wall with 3' side rails – no hanging signage

10 x 10 Linear Booth: 8' back wall with 3' side rails – no hanging signage

The above descriptions depict almost any situation. If your exhibit plans are not defined by these examples, contact Natasha Barbera at [nbarbera@tmcnet.com](mailto:nbarbera@tmcnet.com) for clarification. Show Management will not approve unsafe exhibit construction or any structure that encroaches upon the aisles, other exhibit areas or obstructs the visibility of other exhibitors. All booth dividers must be finished on both sides unless neighboring exhibitor agrees to decorate the area exposed. PLEASE BE SURE TO MAKE THESE FACTS KNOWN TO YOUR DECORATOR OR DISPLAY BUILDER.

***NOTE:*** Where an exhibitor's display is built beyond the limitations or restrictions as set forth in this contract, Show Management reserves the right to correct such display violations by having the exhibitor alter, remove, or rearrange any or all of the display so that it will comply with regulations. If the exhibitor is not available to make corrections, or fails to do so for any reason, then he agrees as a part of this contract that Show Management may, but need not, make any and all necessary corrections it deems appropriate at the exhibitor's expense.

### **Cubic-Content Rule**

All display fixtures which are over 4' in height must be confined to the area of the booth that is at least 5' from the aisle line, to provide all exhibitors with a reasonable sightline from the aisle.

### **6. INSTALLATION-SHOWING-DISMANTLING**

Dates and hours for installation, showing and dismantling will be as specified in this Exhibitor Service Kit. Show Management reserves the right to alter the show hours in any manner whatsoever; if in its sole discretion such alteration is in the best interest of the show. Any booth with a crated display remaining unattended two hours prior to the opening of the show will be erected or placed in storage at the discretion of Show Management unless otherwise agreed upon beforehand. All charges for labor, etc., will be applied to the exhibitor of record. No exhibitor will be permitted to commence dismantling any portion of the exhibit, to commence packing, or to abandon his display prior to official show closing. Failure to comply with this stipulation of the contract can result in the exhibitor being barred from future participation in TMC events. All storage and handling charges for failure to remove exhibit material from the exhibit floor at the conclusion of the move-out period are the responsibility of the exhibitor. Exhibitors requesting the scrapping of any exhibit material, crates, etc., will pay for any expenses involved thereby.

### **7. LIABILITY AND INSURANCE**

Neither TMC nor any of their officers, directors, agents or employees, nor the owners, employees or representatives of the Greater Ft. Lauderdale/Broward Convention Center will be responsible for any injury, loss or damage that may occur to the exhibitor or to the exhibitor's employees or property prior, during or subsequent to the period covered by the exhibit contract. The exhibitor, on signing the exhibitor contract, expressly releases the foregoing individuals and firms from liability, and agrees to indemnify same against any and all claims for such loss, damage, or injury. Exhibitors desiring to carry insurance on their exhibits will place it at their own expense. Exhibitors desiring special security precautions should arrange for private guard service, if desired, or should make arrangements to have locked facilities for the storage of display materials or products.

### **SUMMARY OF CERTIFICATE OF LIABILITY INSURANCE PROVIDED BY YOU**

*See Insurance section for complete details!!*

- Exhibitors will carry worker's compensation (as required by state law), commercial general liability including products and completed operations, independent contractors, personal injury and blanket contractual liability insurance of at least \$100,000 per occurrence, \$500,000 aggregate.
- Tech Supershow/ITEXPO 2020™, Greater Ft.Lauderdale/Broward County Convention Center, FREEMAN are to be named as additional insured with respect to business operations performed while participating at the show.
- Certificates are **due by January 31, 2020** and must carry a 30-day notice of cancellation provision.
- TMC/Tech SuperShow/ITEXPO 2020: 2 Trap Falls Road, suite 106 ~ Shelton, CT ~ 06484
- FREEMAN: 1601 Boice Pond Rd, Orlando, FL ~ 32837
- Greater Ft. Lauderdale/Broward County Convention Center: 1950 Eisenhower Blvd, Fort Lauderdale, FL 33316

## **8. NOISE AND OFFENSIVE ODORS**

Exhibitors will take every reasonable precaution to minimize the noise of operating exhibits. Each exhibit will be operated in a dignified manner so as not to constitute an annoyance to adjoining exhibitors. Show Management shall have the sole authority in enforcing this regulation.

## **9. DAMAGE TO PROPERTY**

Exhibitors are liable for any damage caused to building floors, walls, columns, or to standard booth equipment or to other exhibitors' property. Exhibitors may not apply paint, lacquer, adhesive or any other coating to building columns and floors, or to standard booth equipment. Exhibitors may not affix ANYTHING to walls or air walls.

## **10. REJECTION**

The exhibitor agrees that his exhibit shall be admitted and shall remain from day to day solely in strict compliance with the rules and regulations herein laid down. Show Management reserves the right to reject, eject or prohibit any exhibit in whole or in part, or any exhibitor, or his representatives, with or without giving cause. If cause is not given, liability shall be limited to the return to the exhibitor of the amount of rental unearned at the time of ejection. If any exhibit or exhibitor is ejected for violation of these rules and regulations, or for any other stated reason, no return of rental shall be made.

## **11. UNOCCUPIED SPACE**

Show Management reserves the right, should any exhibitors' rented space remain unoccupied on the opening day, or should the right to occupy any space be forfeited due to failure to make payment in full by specified date in contract or space rental invoice, to rent said space to any other exhibitor or use said space for such purposes as it may see fit without any liability on its part, but this clause shall not be construed as affecting the obligation of the exhibitor to pay the full amount specified in his space rental invoice and for carpeting amount from general contractor.

## **12. FIRE, SAFETY AND HEALTH**

The exhibitor agrees to accept full responsibility for compliance with local, city and state fire, safety and health ordinances regarding the installation and operation of equipment or otherwise relating to the exhibitor or its booth. All exhibit materials and equipment must further be reasonably located within the booth and protected by safety guards and devices where necessary to prevent personal accident to spectators or to other exhibitors. Only fireproof materials can be used in displays and the necessary fire precautions will be a responsibility of the exhibitor.

## **13. SIGNS/BANNERS**

Show Management reserves the right to limit the size, height, and type of signs that may be placed in the exhibits. Electric and/or flashing signs are not permitted, unless approved by Show Management in advance in writing. Hanging banners are only permitted in 20 x 20 booth space or larger. For smaller booth sizes, hanging signs are not permitted at this event. No sign may extend above the 8' height limit without prior approval. Please contact Natasha Barbera at 203-852-6800 ext. 225 or [nbarbera@tmcnet.com](mailto:nbarbera@tmcnet.com).

## **14. REGISTRATION AND ADMISSION**

Admission to the show for Exhibitor Personnel will be by badge obtained upon registration, entitling the individual to unlimited attendance during designated hours. The badge is not transferable. Show Management shall have sole control of admission policies at all times. If for any reason an exhibitor or his representative desire to enter the exhibit area in advance of the prescribed times, or after closing

hours, a request specifying the reason and giving all names of persons who will enter the exhibit area shall be presented to Show Management for approval.

#### **15. ALCOHOLIC BEVERAGES**

The serving of alcoholic beverages by exhibitors in the exhibit area is prohibited without written approval from Show Management. If approved all beverages must be purchased through exclusive onsite catering company.

#### **16. FAILURE TO HOLD SHOW**

Should any contingency prevent holding of the show, Show Management may retain such part of exhibitor's rental as shall be required to recompense it for expenses incurred up to the time such contingency should have occurred. The exhibitor waives all claims for damages or recovery of payments made except the return of the prorated amount paid for exhibit space fewer expenses incurred by the Show Management.

#### **17. EXHIBITOR RESPONSIBILITY**

Exhibitor agrees to indemnify Show Management against and hold it harmless from any claims arising out of the negligent acts of omissions or any act of exhibitor, his agents or employees or invitees. Such exhibitor must keep exhibit intact and manned during all show hours.

#### **18. FLOOR LOAD**

Under no circumstances may the weight of any equipment or exhibit material of any exhibitor exceed the show site maximum floor load. Exhibitors accept full and sole responsibility for any injury, damage or accident to property or person, resulting from their failure, knowingly or otherwise, to distribute the load of their exhibit material in conformity with the maximum floor load specifications.

#### **19. SUBLEASING**

Exhibitors may not sublease, reassign or apportion a whole or any part of the space assigned, or assigns his rental contract without the prior written consent of Show Management, which consent may be conditioned upon the payment of such fees as Show Management determines.

#### **20. RELOCATION OF EXHIBITS**

Show Management reserves the right to alter locations of exhibits as shown on the official floor plan, if deemed advisable in the sole discretion of Show Management, in the best interests of the show.

#### **21. SOLICITATION IN THE EXHIBIT HALL**

The aisles and other spaces in the exhibit hall not leased to exhibitors shall be under the control of Show Management. All displays, interviews, conferences, distribution of literature, lectures and the transactions of business of any nature shall be made inside the space contracted. Standing in the aisles or in front of exhibit booths of other exhibitors, or the intercepting of those in attendance for advertising purposes is strictly prohibited. Persons connected with non-exhibiting concerns are prohibited from any dealing, exhibiting or soliciting within the exhibit hall. Exhibitors are urged to report immediately violations of this rule to the operations manager.

#### **22. SPACE RESTRICTIONS**

Exhibits must be confined to the exact space allocated. Circulars, publications, advertising matter and all kinds of promotional giveaways may be distributed only within booth spaces. Nothing can be posted on, tacked, nailed, screwed, or otherwise attached to columns, walls, floors or other parts of the building or furniture. Signs, rails, etc., will not be permitted to intrude into or over aisles.

**23. AMENDMENTS**

All matters not specifically covered by these rules and regulations are subject to the decision of Show Management. Show Management may amend these rules and regulations at any time and all amendments so made shall be binding on exhibitors equally with the original rules and regulations.

**24. PROJECTION OF PICTURES**

Showings of projected pictures (motion picture, slides, transparencies, opaque materials, etc.) will only be permitted within the confines of the exhibitor's booth.

**25. HOSPITALITY ROOMS**

Only approved exhibitors are authorized to rent hospitality suites and suite hours shall not conflict with show functions.

**26. LIABILITY OF TMC**

In no event shall TMC, any of its officers, directors, agents or employees be liable to an exhibitor for any amount in excess of the booth rental fee actually paid by the exhibitor for this show, or for any indirect, incidental, consequential or other damages (including, but not limited to, claims for lost profits) arising out of or relating to the show, the rental of booth space, any breach of contract, or any other act or omission.

**27. SPACE ASSIGNMENT**

All space will be assigned on a first-come, first-served basis at the discretion of Show Management.

**28. BALLOONS**

No helium balloons are permitted.

**29. LIVE ANIMALS**

No live animals are permitted on the exhibit floor.

**30. NO ONE UNDER 18 PERMITTED ON THE EXHIBIT FLOOR OR IN CONFERENCE SESSIONS AT ANY TIME**

**31. CARPETING**

Show Management is embracing the green initiative, there will be NO AISLE CARPET in the expo hall. Exhibit booth carpeting is at the discretion of the exhibitor.



## Interested in going green and saving money?

Follow these tips to make sure your sustainable booth strategies are cost-neutral or even cost-saving! Leave an impact on the show floor, not the environment.



# 1 BEFORE THE SHOW

## booth structure

### Option 1 Multiple Use

Use **Forest Sustainable Certified (FSC)** wood to build your booth and crates.

Get creative! Design your booth with a **small shipping footprint** to minimize carbon emissions. Freeman's eye-catching stretch-fabric booth designs pack up small (and light!) for shipping.

### Option 2 One-time Use

**Rent locally** from nearby Freeman offices to reduce both shipping costs and carbon emissions.

# 2 carpet

### Option 1 Rent

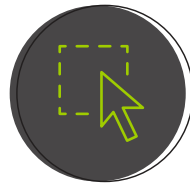
**Rent rather than buy carpet** to save on shipping, cleaning, and storage. Freeman Classic carpet can be reused at least four times.

### Option 2 Color

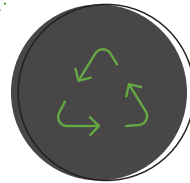
Use darker-colored carpet, which is easier to reuse and recycle. Freeman Classic dark-colored carpets are made of 20-50 percent recycled content.



# 3 shipping



**Online + before deadline = better bottom line.** Take advantage of early-bird pricing and consolidate shipping when ordering supplies.



**Choose reusable shipping padding.** Avoid packing peanuts and foam plastic materials that never decompose.



**Ship early.** Use the 30-day policy to ship materials to the Freeman advance warehouse.

# 4 graphics

### Option 1 Multiple Use

Print on a durable substrate **without dates, event names, or locations.**

### Option 2 One-time Use

Print on 100 percent recyclable materials like Freeman Honeycomb and Smartbuild Eco, which are just as cost-effective as PVC.

# 5 printing



Reduce printing and **go digital** with your booth literature.



**Print locally.** Supporting local businesses while reducing shipping? It's a win-win.



Print on at least **50 percent post-consumer recycled paper.**

# 6

## ON SITE

### save energy



**Use Energy Star-rated equipment** for audio-visual equipment and monitors.



**Power down.** Turn off equipment at the end of each day.



**Light up your booth** with CFLs, LEDs, or other energy-efficient lighting.

# 8

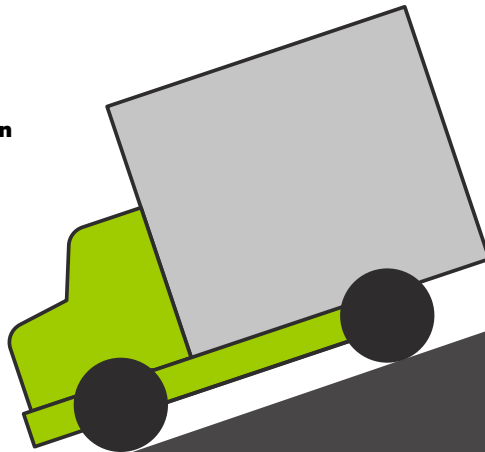
### shipping out

**Pack in, pack out.**

Leave no traces on show site.

**Join a caravan.**

If you're shipping directly to another show, ask **Freeman Transportation about joining a caravan** to your next show.



# 7

## MOVE OUT

### train your team

Educate your installation and dismantling teams about **recycling and donation processes.**



# 9

### leftover materials

**Remember to label.**

Clearly **label recyclable leftover material** for disposal.

**Donate the rest.**

Ask the Freeman Exhibitors Services desk about local donation programs.

**TYPICALLY\* DONATE-ABLE**

**Furniture:** Purchased items  
Home furnishing: Décor staging materials

**Unused raw materials:** Plywood, subflooring, non-laminate wood

**Flooring:** 100 square feet of flooring. Excludes carpet.

**Left over giveaways:** Pens, pads of paper, sunglasses, USBs, etc., left over in your promotional giveaway

**TYPICALLY\* RECYCLABLE**

**Cardboard:** Used for signs or shipping boxes

**Glass:** Green, brown, clear

**Plastics:** Shrink-wrap or plastic banding used to secure shipments; water/soda bottles; plexiglass (acrylics) clear, smoked, or tinted; Visqueen used to protect flooring

**Metal:** Aluminum cans/ steel banding

**Paper:** Fliers, brochures, programs, tickets, office paper, newspaper, magazines, paperboard

**Wood:** Non-laminate wood

# FREEMAN

1601 Boice Pond Rd.

Orlando, FL 32837

Ph: 407-816-7900 • Fax: 469-621-5605

DISCOUNT PRICE  
DEADLINE DATE  
JANUARY 21, 2020

INCLUDE THIS FORM  
WITH YOUR ORDER  
PLEASE USE BLACK INK

NAME OF SHOW:	#TECH SUPERSHOW 2020 / FEBRUARY 12 - 14, 2020		
COMPANY NAME:			BOOTH#:
ADDRESS:			BOOTH SIZE X
CITY/STATE/ZIP:			
CONTACT NAME:			PHONE #:
CONTACT EMAIL:			

## Payment Information

Freeman only accepts payment information electronically. Place your order on FreemanOnline or follow the steps below to provide your payment information electronically and submit your order forms.

***Freeman will no longer accept cash payments for any Freeman Services.***

### 1. Submit your payment information

Proceed to our electronic Freeman Pay site to securely submit your payment information

<https://www.freemanpay.com/467714>

### 2. Submit your order

Upload your order forms through the same link used to submit your payment information

- Both your order and your payment must be received by the discount deadline date to guarantee discount pricing.
- Orders received without payment or after the discount price deadline date will be charged at the standard price.
- Copies of invoices may be picked up from the Freeman Service Center prior to show closing.

FREEMAN method of payment

# PAYMENT & LABOR

## YOU ARE ENTERING A CONTRACT WHICH LIMITS YOUR POSSIBLE RECOVERY IN CASE OF LOSS OR DAMAGE.

The terms and conditions set forth below become a part of the Contract between FREEMAN and you, the EXHIBITOR. Acceptance of said terms and conditions will be construed when any of the following conditions are met:

- THE METHOD OF PAYMENT FORM IS SIGNED; OR
- AN ORDER FOR LABOR, SERVICES AND/OR RENTAL EQUIPMENT IS PLACED BY EXHIBITOR WITH FREEMAN; OR
- WORK IS PERFORMED ON BEHALF OF EXHIBITOR BY LABOR SECURED THROUGH FREEMAN.

## DEFINITIONS

For purposes of this Contract, "FREEMAN" or "The Freeman Companies" means Freeman Expositions, LLC., Freeman Expositions, Ltd., Freeman Audio Visual, Inc., Exhibit Surveys, LLC., Freeman Exhibit, Freeman Transportation, FreemanXP, LLC., Stage Rigging, LLC., The Freeman Company, Freeman Electrical, LLC., Freeman Digital Ventures, LLC., and their respective employees, directors, officers, agents, assigns, affiliated companies, and related entities including, but not limited, to any subcontractors FREEMAN may appoint. The term "EXHIBITOR" means the Exhibitor, its employees, agents, representatives, and any Exhibitor Appointed Contractors ("EAC").

## PAYMENT TERMS

Full payment, including any applicable tax, is due in advance or at show site. All payments must be in U.S. secure funds and all checks must be drawn on a U.S. bank. Orders received without advance payment or after the deadline date will incur additional charges as indicated on each order form. Payment for Audio Visual services and equipment is due in advance of move-in, unless otherwise agreed in writing with Freeman. All materials and equipment are on a rental basis for the duration of the show or event and remain the property of FREEMAN except where specifically identified as a sale. All rentals (excluding Audio Visual equipment and computers) include delivery, installation, and removal from EXHIBITOR'S booth. Rental prices on Audio Visual equipment and computers do not include labor, delivery, electrical services or removal of the equipment from the booth. In case of cancellation of any orders or services by EXHIBITOR, a one-hour "per person, per hour" charge will be applied for all labor orders that are not canceled in writing at least 24 hours prior to the scheduled start time. If Prestige Carpet, Custom-Cut Carpet, Modular Rental Exhibits and any other custom-order items or services have already been provided at the time of cancellation, fees will remain at 100% of the original charge. Audio Visual orders cancelled within 7 days from the show opening date will be charged a one-day rental rate on equipment. On-site cancellation of Audio Visual services will result in a one-day rental charge of equipment and any applicable labor. If the Show or Event is canceled because of reasons beyond FREEMAN'S control, EXHIBITOR remains responsible for all charges for services and equipment provided up to and including the date of cancellation. FREEMAN will not issue refunds to EXHIBITOR of any payments made before the date of cancellation. It is EXHIBITOR'S responsibility to advise the FREEMAN Service Center Representative of problems with any orders, and to check the EXHIBITOR'S invoice for accuracy prior to the close of the Show or Event. If EXHIBITOR is exempt from payment of sales tax, FREEMAN requires an exemption certificate for the State in which the services are to be used. Resale certificates are not valid unless EXHIBITOR is rebilling these charges to its customers. For International EXHIBITORS, FREEMAN requires 100% prepayment of advance orders, and any order or services placed at show site must be paid at the show. For all others, should there be any pre-approved unpaid balance after the close of the show; terms will be net, due and payable in DALLAS, TEXAS upon receipt of invoice. Effective 30 days after invoice date, any unpaid balance will bear a FINANCE CHARGE at the lesser of the maximum rate allowed by applicable law, or 1.5% per month, which is an ANNUAL PERCENTAGE RATE of 18%, and future orders will be on a prepaid basis only. If any finance charge hereunder exceeds the maximum rate allowed by applicable law, the finance charge shall automatically be reduced to the maximum rate allowed, and any excess finance charge received by FREEMAN shall be either applied to reduce the principal unpaid balance or refunded to the payer. If past due invoices or invoice balances are placed with a collection agency or attorney for collection or suit, EXHIBITOR agrees to pay all legal and collection costs. THESE PAYMENT TERMS AND CONDITIONS SHALL BE GOVERNED BY AND CONSTRUED IN ACCORDANCE WITH THE LAWS OF THE STATE OF TEXAS. In the event of any dispute between the EXHIBITOR and FREEMAN relative to any loss, damage, or claim, such EXHIBITOR shall not be entitled to and shall not withhold payment, or any partial payment, due to FREEMAN for its services, as an offset against the amount of any alleged loss or damage. Any claims against FREEMAN shall be considered a separate transaction, and shall be resolved on its own merits. FREEMAN reserves the right to charge EXHIBITOR for the difference between the EXHIBITOR'S estimate of charges and the actual charges incurred by EXHIBITOR, or for any charges that FREEMAN may be obligated to pay on behalf of EXHIBITOR, including without limitation, any shipping charges. If EXHIBITOR provides a credit card for payment and the credit card transaction is declined, EXHIBITOR hereby authorizes Freeman to process the outstanding balance in multiple smaller increments that total the amount of the outstanding payment obligation. In the event that a THIRD PARTY (AGENT) orders on behalf of the EXHIBITOR and the named THIRD PARTY does not discharge payment of the invoice prior to the last day of the show, charges will revert back to the EXHIBITOR. All invoices are due and payable upon receipt, by either party.

## ELECTRICAL

If FREEMAN provides electrical services, claims will not be considered, or adjustments made unless filed in writing, by EXHIBITOR, prior to the close of the event. FREEMAN is not responsible for any damage or loss caused by the loss of power beyond its control and EXHIBITOR agrees to hold FREEMAN, its officers, directors, employees and agents harmless from such power loss. IN NO EVENT SHALL FREEMAN BE LIABLE FOR ANY INDIRECT OR CONSEQUENTIAL DAMAGES (INCLUDING WITHOUT LIMITATION LOST PROFITS) EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, WHETHER UNDER THEORY OF CONTRACT, TORT (INCLUDING NEGLIGENCE), PRODUCTS LIABILITY OR OTHERWISE. EXHIBITOR shall indemnify and hold harmless FREEMAN, its officers, directors, employees, and agents from and against any and all claims, liabilities, damages, fines, penalties or costs of whatsoever nature (including reasonable attorneys' fees) arising out of or in any way connected with EXHIBITOR'S actions or omissions under this Agreement. Please note that electrical services are NOT automatically included in Audio Visual rentals and must be ordered separately from the designated electrical provider.

## LABOR UNDER THE SUPERVISION OF EXHIBITOR RESPONSIBILITIES

EXHIBITOR shall be responsible for the performance of labor provided under this option. It is the responsibility of EXHIBITOR to supervise labor secured through FREEMAN in a reasonable manner as to prevent bodily injury and/or property damage and also to direct them to work in a manner that is in compliance with FREEMAN'S Safe Work Rules and/or Federal, State, County and Local ordinances, rules and/or regulations, including but not limited to Show or Facility Management rules and/or regulations. If any labor secured through Freeman is conducting overhead work, the Exhibitor is responsible for ensuring that everyone in the area of overhead work is wearing a hard hat. If the Exhibitor does not have its own hard hats, Freeman can assist with obtaining them. It is the responsibility of EXHIBITOR to check in with the Service Desk to pick up labor, and to return to the Service Desk to release labor when the work is completed.

## INDEMNIFICATION

EXHIBITOR agrees to indemnify, hold harmless, and defend FREEMAN from and against any and all demands, claims, causes of action, fines, penalties, damages, liabilities, judgments, and expenses (including but not limited to reasonable attorneys' fees and investigation costs) for bodily injury, including any injury to FREEMAN employees, and/or property damage arising out of work performed by labor provided by FREEMAN but supervised by EXHIBITOR. Further, the EXHIBITOR'S indemnification of FREEMAN includes any and all violations of Federal, State, County or Local ordinances, "Show Regulations and/or Rules" as published and/or set forth by Facility or Show Management, and/or directing labor provided by FREEMAN to work in a manner that violates any of the above rules, regulations, and/or ordinances.

## IMPORTANT

PLEASE REFER TO FREEMAN'S "MATERIAL HANDLING TERMS & CONDITIONS" AS IT RELATES TO MATERIAL HANDLING SERVICES AND TO THE "SERVICE REQUEST & SHIPPING INSTRUCTIONS CONTRACT" AS IT RELATES TO TRANSPORTATION SERVICES. CONTRACT TERMS DEPEND ON THE NATURE OF SERVICES SECURED BY EXHIBITOR THROUGH FREEMAN. TERMS & CONDITIONS MAY VARY FOR EACH TYPE OF SERVICE ORDERED THROUGH FREEMAN.

# MATERIAL HANDLING

**YOU ARE ENTERING A BINDING CONTRACT WHICH LIMITS YOUR POSSIBLE RECOVERY IN CASE OF LOSS OR DAMAGE.** Acceptance of said terms and conditions will be construed when any of the following conditions are met: This Material Handling Agreement (MHA) is signed; Exhibitor's materials are delivered to Freeman's warehouse or to an event site for which Freeman is the Official Show Contractor; or an order for labor and/or rental equipment is placed by Exhibitor with Freeman. Please be aware that disposal of exhibit properties is not included as part of your material handling charges. Please contact freeman for your quoted rates and rules applicable to disposal of your exhibit properties.

**1. DEFINITIONS.** For purposes of this Contract, Freeman means Freeman Expositions, Inc., and its employees, directors, officers, agents, assigns, affiliated companies, and related entities. In no event shall Freeman be deemed to be the Ultimate Consignee for shipping and custom purposes. The term "Exhibitor" means the Exhibitor, its employees, agents, and representatives.

**2. PACKAGING/CRATES AND STORAGE.** Freeman shall not be responsible for damage to loose or uncrated materials, pad wrapped or shrink-wrapped materials, glass breakage, concealed damage, carpets in bags or poly, or improperly packed or labeled materials. Freeman shall not be responsible for crates and packaging which are unsuitable for handling, in poor condition, or have prior damage. Crates and packaging should be of a design to adequately protect contents for handling by forklift and similar means. Freeman does not accept any crates or packaging containing hazardous materials. Goods requiring cold storage and those in accessible storage are stored at Exhibitor's own risk. **FREEMAN ASSUMES NO RESPONSIBILITY OR LIABILITY FOR LOSS OR DAMAGE TO GOODS IN COLD STORAGE OR ACCESSIBLE STORAGE.**

**3. EMPTY CONTAINERS.** Empty container labels will be available at the show site service desk. Affixing labels to the containers is the sole responsibility of Exhibitor or its representative. All previous labels must be removed or obliterated. Freeman assumes no responsibility for: error in the above procedures; removal of containers with old empty labels and without Freeman labels; or improper information on empty labels. **FREEMAN WILL NOT BE LIABLE FOR LOSS OR DAMAGE TO CRATES AND CONTAINERS OR THEIR CONTENTS WHILE SAME ARE IN EMPTY CONTAINER STORAGE.**

**4. INBOUND/OUTBOUND SHIPMENTS.** There may be a lapse of time between the delivery of shipment(s) to the booth and the arrival of Exhibitor, or a lapse of time between the completion of packing and the actual pickup of materials from the booths for loading onto a carrier and during such times, Exhibitor materials will be left unattended. **FREEMAN IS NOT RESPONSIBLE OR LIABLE FOR ANY LOSS, DAMAGE, THEFT, OR DISAPPEARANCE OF EXHIBITOR'S MATERIALS AFTER THEY HAVE BEEN DELIVERED TO EXHIBITOR'S BOOTH AT SHOW SITE OR BEFORE THEY HAVE BEEN PICKED UP FOR RELOADING AT THE CONCLUSION OF THE EVENT.** Freeman recommends the securing of security services from Facility or Show Management. All MHA's submitted to Freeman by Exhibitor will be checked at the time of pickup from the booth and corrections will be made where discrepancies exist between the quantities of items on any form submitted to Freeman and the actual count of such items in the booth at the time of pickup. Freeman is not responsible for any wait time or other charges including business center charges arising from delivery or pickup of Exhibitor's materials.

**5. DELIVERY TO THE CARRIER FOR RELOADING.** Freeman assumes no responsibility for loss, damage, theft, or disappearance of Exhibitor's materials after same have been delivered to Exhibitor's appointed carrier, shipper, or agent for transportation after the conclusion of the show. Freeman loads the materials onto the carrier under directions from the carrier or driver of that carrier. Any loading onto the carrier will be understood to be under the exclusive supervision and control of the carrier or driver of that carrier. **FREEMAN ASSUMES NO RESPONSIBILITY FOR LOSS, DAMAGE, THEFT OR DISAPPEARANCE OF EXHIBITOR'S MATERIALS THAT ARISES OUT OF IMPROPERLY LOADED OR LABELED MATERIALS.**

**6. DESIGNATED CARRIERS.** Freeman shall have the authority to change the Exhibitor designated carrier if that carrier does not pick up the shipment(s) at the appointed time. Where no disposition is made by Exhibitor, materials may be taken to a warehouse to await Exhibitor's shipping instructions and Exhibitor agrees to be responsible for charges relating to such rerouting and handling. **IN NO EVENT SHALL FREEMAN BE RESPONSIBLE FOR ANY LOSS RESULTING FROM SUCH REROUTING DESIGNATION.**

**7. FORCE MAJEURE.** Freeman's performance hereunder is subject to, and Freeman shall not be responsible for loss, delay, or damage due to, strike, work stoppages, natural elements, vandalism, Act of God, civil disturbances, power failures, explosions, acts of terrorism or war, or for any other cause beyond Freeman's reasonable control, nor for ordinary wear and tear in the handling of Exhibitor's materials.

**8. CLAIM(S) FOR LOSS.** Exhibitor agrees that any and all claims for loss or damage must be submitted to Freeman immediately at the show site and in any case not later than **thirty (30) business days** after the date when Exhibitor's materials are delivered to the carrier for transportation from show site or from Freeman's warehouse. All claims reported after thirty (30) days will be rejected. In no event shall a suit or action be brought against Freeman **more than one (1) year** after the date of loss or damage occurred.

**a. PAYMENT FOR SERVICES MAY NOT BE WITHHELD.** In the event of any dispute between the Exhibitor and Freeman relative to any loss, damage, or claim, Exhibitor shall not be entitled to and shall not withhold payment due Freeman for its services as an offset against the amount of any alleged loss or damage. Any claims against Freeman shall be considered a separate transaction and shall be resolved on their own merits.

**b. MAXIMUM RECOVERY.** If found liable for any loss, Freeman's sole and exclusive maximum liability for loss or damage to Exhibitors materials and Exhibitor's sole and exclusive remedy is limited to \$50 (USD) per pound per article with a maximum liability of \$100.00 (USD) per item, or \$1,500.00 (USD) per shipment whichever is less. All shipment weights are subject to correction and final charges determined by the actual or re-weighted weight of the shipment.

**c. LIMITATION OF LIABILITY.** IN NO EVENT SHALL FREEMAN BE LIABLE TO THE EXHIBITOR OR TO ANY OTHER PARTY FOR SPECIAL, COLLATERAL, EXEMPLARY, INDIRECT, INCIDENTAL, OR CONSEQUENTIAL DAMAGES, WHETHER SUCH DAMAGES OCCUR EITHER PRIOR OR SUBSEQUENT TO, OR ARE ALLEGED AS A RESULT OF, TORTIOUS CONDUCT, FAILURE OF THE EQUIPMENT OR SERVICES OF FREEMAN OR BREACH OF ANY OF THE PROVISIONS OF THIS CONTRACT, REGARDLESS OF THE FORM OF ACTION, WHETHER IN CONTRACT OR IN TORT, INCLUDING STRICT LIABILITY AND NEGLIGENCE, EVEN IF FREEMAN HAS BEEN ADVISED OR HAS NOTICE OF THE POSSIBILITY OF SUCH DAMAGES. SUCH EXCLUDED DAMAGES INCLUDE BUT ARE NOT LIMITED TO LOST PROFITS, LOSS OF USE, AND INTERRUPTION OF BUSINESS OR OTHER CONSEQUENTIAL OR INDIRECT ECONOMIC LOSSES.

**9. DECLARED VALUE.** Declarations of Declared Value are between the Exhibitor and the selected Carrier and are in no way an extension of Freeman's maximum liability stated herein. Freeman will use commercially reasonable efforts to transmit the Declared Value instructions to the selected Carrier; however, FREEMAN WILL NOT BE LIABLE FOR ANY CLAIM ARISING FROM THE TRANSMITTAL OF, OR FAILURE TO TRANSMIT, DECLARED VALUE INSTRUCTIONS TO THE CARRIER NOR FOR FAILURE OF THE CARRIER TO UPHOLD THE DECLARED VALUE OR ANY OTHER TERM OF CARRIAGE.

**10. JURISDICTION / VENUE.** THIS CONTRACT SHALL BE CONSTRUED UNDER THE LAWS OF THE STATE OF TEXAS WITHOUT GIVING EFFECT TO ITS CONFLICT OF LAWS RULES. EXCLUSIVE VENUE FOR ALL DISPUTES ARISING OUT OF OR RELATING TO THIS CONTRACT SHALL RESIDE IN A COURT OF COMPETENT JURISDICITON IN DALLAS COUNTY, TEXAS.

**11. INDEMNIFICATION.** Exhibitor agrees to indemnify and forever hold harmless Freeman from and against any and all demands, claims, causes of action, fines, penalties, damages (including consequential), liabilities, judgments, and expenses (including but not limited to reasonable attorneys' fees and investigation costs) arising out or contributed to by Exhibitor's negligent supervision of any labor secured through Freeman; Exhibitor's negligence, willful misconduct, or deliberate act, or the negligence, willful misconduct, or deliberate act of Exhibitor's employees, agents, representatives, customers, invitees and/or any Exhibitor Appointed Contractors (EAC) at the show or event to which this Contract relates, including but not limited to Exhibitor's violation of Federal, State, County or Local ordinance and/or Exhibitor's violation of Show Regulations and/or Rules as published and set forth by Facility and/or Show Management.

**12. LIEN.** Exhibitor grants Freeman a security interest in and a lien on all of Exhibitor's materials that is from time to time in the possession of Freeman and all the proceeds thereof, including without limitation insurance proceeds (the "Collateral"), to secure the prompt and full payment and performance of all Exhibitor's indebtedness for monies paid, by Freeman on its behalf, services performed, materials and/or labor from time to time provided by Freeman to or for the benefit of Exhibitor ("Obligations"). Freeman shall have all the rights and remedies of a secured party under the Uniform Commercial Code, as may be amended from time to time ("UCC"), and any notice that Freeman is required to give under the UCC of a time and place of a public sale or the time after which any private sale or other intended disposition of any Collateral is to be made shall be deemed to constitute reasonable notice if such notice is mailed by registered or certified mail at least five (5) days prior to such action. Freeman may hold and not deliver any of the Collateral to Exhibitor for so long as there are any Obligations that remain unpaid or unsatisfied.

**13. WAIVER & RELEASE.** Exhibitor, as a material part of the consideration to Freeman for material handling services, waives and releases all claims against Freeman with respect to all matters for which Freeman has disclaimed liability pursuant to the provisions of this Contract.

**14. DRIVER LIABILITY WAIVER.** IN CONSIDERATION OF FREEMAN PERMITTING ENTRANCE TO THE PREMISES, YOU, YOUR EMPLOYER, THE OWNER OF THE TRUCK AND/OR EQUIPMENT THAT YOU ARE OPERATING (TRUCKOWNER) AND YOU AS AGENT OF YOUR EMPLOYER AND THE TRUCKOWNER, HEREBY ASSUME ALL RISK OF INJURY OR HARM TO YOURSELF AND OTHERS AND DAMAGE TO YOUR PROPERTY AND PROPERTY BELONGING TO YOUR EMPLOYER OR OTHERS ARISING FROM YOUR ACTIVITIES WHILE BEING PERMITTED TO ENTER THE PREMISES. YOU AGREE TO ENTER AT YOUR OWN RISK. YOU HAVE FULL KNOWLEDGE OF ANY RISK INVOLVED IN THIS ACTIVITY. YOU RECOGNIZE THE HAZARDS AND ARE AWARE OF ALL THE RULES FOR SAFE OPERATION. YOUR EMPLOYER, THE TRUCKOWNER, AND YOU AGREE TO INDEMNIFY AND HOLD HARMLESS FREEMAN, ITS EMPLOYEES, OFFICERS, DIRECTORS, AGENTS, ASSIGNS, AFFILIATED COMPANIES AND RELATED ENTITIES, AGAINST ANY AND ALL LIABILITY, ACTIONS, CLAIMS, AND DAMAGES OF ANY KIND WHATSOEVER ARISING FROM YOUR ACTIVITIES WHILE BEING PERMITTED TO ENTER THE PREMISE.



# AIR CARGO

## AIR CARGO SERVICE REQUEST AND SHIPPING INSTRUCTIONS CONTRACT

In tendering this shipment, the Shipper and Consignee agree to these TERMS which no agent or employee of the parties may alter. This Air Service Request and Shipping Instruction Contract is NON-NEGOTIABLE and has been prepared by Shipper, or if by Freeman or another on Shipper's behalf, it shall be deemed, conclusively, to have been prepared by the Shipper. The Shipper agrees that this shipment is subject to the TERMS stated herein All TERMS, including but not limited to, all the limitations of liability, shall apply to our agents and their contracting carriers.

**1. DEFINITIONS:** In this Contract, "Freeman" means Freeman Decorating Services, Inc., and its respective employees, officers, directors, agents, assigns, affiliated companies, and related entities including any contractors appointed by Freeman. The term "Shipper" means the person or business for whom the property is being transported, and includes their respective employees, officers, directors, agents, assigns, affiliated companies, and contractors appointed by the Shipper, excluding only Freeman. "Property" is all objects of any type received from the Shipper for transport by Freeman as described herein. "Consignee" is the party to whom Shipper has designated the goods are to be delivered.

**2. FINAL CONTRACT BETWEEN THE PARTIES:** In exchange for Shipper's payments and Freeman's services, which the parties have specified in this two-page Contract (including the Air Cargo Service Request and Shipping Instructions), Freeman and Shipper each agree that this Contract shall govern their respective rights and obligations regarding transportation of Shipper's property. This Contract shall take effect when the property first comes into the physical possession of Freeman, and the responsibility of Freeman under same shall end when the property has been placed in the possession of the Consignee or the Consignee's designated agent. If any part or provision of this Contract is found by a court of competent jurisdiction to be void or unenforceable, the remainder of the Contract shall continue in full force and effect.

**3. Freeman's RESPONSIBILITIES UNDER THE CONTRACT ARE LIMITED:** Freeman is responsible for the satisfactory performance of only those services which it directly provides under this Contract. Freeman shall not be responsible for the performance of individuals of firms who are not under the direct supervision or control of Freeman. Freeman shall not be responsible for events or causes of loss, delay, or damage beyond its reasonable control, including (by way of illustration only, and not as a limitation on the breadth of this clause), strike, lockout, work slowdown or stoppage, power failure, breakdown of plant or machinery, facility failure, vandalism, theft, Act of God, effect of natural elements, riot, civil commotion or disturbance, terrorism, act of war or belligerent parties, and any other cause or causes beyond the reasonable control of Freeman. EXCEPT FOR ELIGIBLE GUARANTEED SERVICE SHIPMENTS, Freeman DOES NOT GUARANTEE DELIVERY BY ANY SPECIFIC TIME OR DATE.

**4. PACKAGING AND CRATES:** Shipper's property must be well packaged for safe and secure handling, storage and shipment using ordinary care. Each piece must be legibly and durably marked with the name and address, including correct ZIP code of the Shipper and Consignee. When a container is used repeatedly by Shipper, Shipper must remove all old labels, tags, markings, etc., and Shipper must ensure that the container retains adequate strength for transportation. Freeman makes neither representation nor any warranty regarding the acceptability or suitability of any packaging system or procedure that Shipper might use for its property. Freeman shall not be responsible for damage to loose or uncrated materials, padded or shrink-wrapped materials, glass breakage, concealed damage, carpets in bags or poly, or improperly packed or labeled materials. Crates and packaging should be of a design to adequately protect contents for handling by forklift and similar means. General guidance as to acceptable packaging systems and procedures may be found in publications such as the National Motor Freight Classification, published by the National Motor Freight Traffic Association. For shipments of Perishable Commodities, U.S. and Canadian shipments must be packed to travel without spoilage for 72 hours from time of pickup; all International shipments must be packed to travel without spoilage for 24 hours beyond an agreed deadline. Freeman reserves the right to periodically embargo regions of the world due to conditions that may cause damage to perishable commodities. If the integrity of a shipment is in question, Freeman reserves the right to improve packaging at shipper's expense.

**5. REFUSED SHIPMENTS:** If the Consignee refuses a shipment tendered for delivery or if Freeman is unable to deliver a shipment because of fault or mistake of the Consignor or Consignee, Freeman's liability shall then become that of a warehouseman.

- Freeman shall promptly attempt to provide notice, by telephonic, electronic or written communication as provided on the face of these shipping instructions, if so indicated, to Shipper or the party, if any, designated to receive notice in these instructions.
- Storage charges, based on Freeman's applicable rates, shall start no sooner than the next business day following the attempted notification. Storage may be, at Freeman's option, in any location that provides reasonable protection against loss or damage. Freeman may place the shipment in public storage at the owner's expense and without liability to Freeman.
- If Freeman does not receive disposition instructions within 48 hours of the time of Freeman's attempted first notification, Freeman will attempt to issue a second and final confirmed notification. Such notice shall advise that if Freeman does not receive disposition instructions within 10 days of that notification, Freeman may offer the shipment for sale at a public auction and Freeman has the right to offer the shipment for sale. The amount of sale will be applied to Freeman's invoice for transportation, storage and other lawful charges. Shipper will be responsible for the balance of charges not covered by the sale of the goods. If there is a balance remaining after all charges and expenses are paid, such balance will be paid to the owner of the property sold hereunder, upon claim and proof of ownership.
- Where Freeman has attempted to follow the procedure set forth above and the procedure is not possible, nothing shall be construed to abridge the right of Freeman, at its option, to sell the property under such circumstances and in such manner as may be authorized by law.
- When perishable goods cannot be delivered and disposition is not given within a reasonable time, Freeman may dispose of property to the best advantage. Where Freeman is directed by Consignee or Consignor to unload or deliver property at a particular location where Consignor, Consignee, or the Agent of either is not regularly located, Freeman's liability for the shipment shall terminate after unloading or delivery.

**6. LIMITATION ON SHIPPER'S RECOVERABLE DAMAGES:** FREEMAN'S LIABILITY FOR DAMAGES ON DOMESTIC SHIPMENTS, INCLUDING BUT NOT LIMITED TO THOSE DAMAGES ARISING FROM OR RELATED TO MISDELIVERY, INCOMPLETE OR OTHERWISE INADEQUATE DELIVERY (INCLUDING BUT NOT LIMITED TO FAILURE TO FOLLOW SHIPPER OR CONSIGNEE INSTRUCTIONS OR FAILURE TO COLLECT OR PROPERLY DELIVER A PAYMENT INSTRUMENT), NONDELIVERY, MISSED PICKUP, AND LOSS OF OR DAMAGE TO CARGO, SHALL BE LIMITED TO THE HIGHER OF \$50.00 (USD) PER SHIPMENT OR \$.50 (USD) PER POUND (\$1.10 (USD) PER KILOGRAM) OF CARGO ADVERSELY AFFECTED THEREBY, PLUS TRANSPORTATION CHARGES APPLICABLE TO THAT PART OF THE SHIPMENT ADVERSELY AFFECTED THEREBY, UNLESS AT TIME OF SHIPMENT THE SHIPPER MAKES A DECLARATION OF VALUE FOR CARRIAGE IN THE SPACE DESIGNATED ON THE SERVICE REQUEST AND SHIPPING INSTRUCTIONS FORM AND PAYS THE APPROPRIATE VALUATION CHARGE. IN NO EVENT SHALL FREEMAN'S LIABILITY EXCEED THE DECLARED VALUE OF THE SHIPMENT OR THE AMOUNT OF LOSS OR DAMAGE ACTUALLY SUSTAINED, WHICHEVER IS LOWER. IF CARRIAGE OF THE SHIPMENT IS SOLELY OR PARTLY BY AIR AND INVOLVES AN ULTIMATE DESTINATION OR A STOP IN A COUNTRY OTHER THAN THE COUNTRY OF DEPARTURE, Freeman's LIABILITY FOR CARGO LOST, DAMAGED OR DELAYED SHALL BE LIMITED TO \$9.07 PER POUND (\$20.00 PER KILOGRAM) FOR CARRIAGE SUBJECT TO THE UNAMENDED WARSAW CONVENTION OR THE WARSAW CONVENTION AS AMENDED BY THE HAGUE PROTOCOL OF 1955, 17 SPECIAL DRAWING RIGHTS PER KILOGRAM FOR CARRIAGE SUBJECT TO THE WARSAW CONVENTION AS AMENDED BY THE MONTREAL PROTOCOL NO. 4 OF 1975, OR \$9.07 PER POUND (\$20.00 PER KILOGRAM) FOR CARRIAGE WHERE THE WARSAW CONVENTION, INCLUDING ITS AMENDMENTS, DOES NOT APPLY FOR ANY REASON, UNLESS A HIGHER DECLARED VALUE IS REQUESTED, AND THE FEES SET FORTH IN THE SERVICE GUIDE FOR SUCH HIGHER DECLARED VALUE ARE PAID. FOR INTERNATIONAL SHIPMENTS, THIS SHIPPING REQUEST AND SHIPPING INSTRUCTION CONTRACT SHALL BE DEEMED AN AIR WAYBILL WITHIN THE MEANING OF THE WARSAW CONVENTION.

Notwithstanding the above limitations, domestic shipments containing the following items of extraordinary value are limited to a maximum declared value of \$500.00 (USD):

- artworks and objects of art, including without limitation original paintings, drawings, etchings, water colors, tapestries and sculpture;
  - clocks, watches, jewelry (including costume jewelry), furs and fur-trimmed clothing;
  - personal effects;
  - and other inherently fragile or unique items, including prototypes, etc.
- Any declared value in excess of the maximums allowed herein is null and void, and the acceptance by Freeman for carriage of any shipment with a declared value in excess of the allowed maximums does not constitute a waiver of these maximums. Shipper understands that even if Shipper is not able to participate or fully participate in a show due to loss of, theft of, or damage to its property, Freeman shall never be liable or responsible for damages identified by the terms (by way of example only and not in limitation of the breadth of this clause) such as the following: consequential damages, loss of use damages, loss of profits damages, business interruption damages, delay damages, special damages, collateral damages, exemplary damages, damages awarded for gross negligence, direct damages, indirect damages, damages for failure of performance, breach of contract damages, fraud damages, or any other sort of damage for tort or breach of contract. This limitation shall bind the parties:
- whenever or wherever the claimed loss or damage may occur;
  - even though the alleged loss or damage is claimed to result from negligence, strict liability, products liability, breach of contract, breach of statute or regulation, or any other legal theory or cause, and;
  - even though Freeman may have been advised or be on notice of the possibility or even the probability of such damages. Freeman makes no warranties, express or implied, and expressly disclaims any and all warranties. Except for Freeman's failure to deliver in accordance with the Guaranteed Service section of the Service Guide, Freeman will not be liable for misdelivery, incomplete or otherwise inadequate delivery (including but not limited to failure to follow Shipper or Consignee instructions or failure to collect or properly deliver a payment instrument), non-delivery, missed pickup, delay on International shipments, loss or damage unless caused by Freeman's sole negligence.

### 7. SHIPPER'S RESPONSIBILITIES AND INDEMNIFICATION:

- Shipper must pay in full for the services rendered under this Contract at the time the services are requested. The existence of a dispute between Shipper and Freeman relative to any claim or other matter shall have no bearing on this duty of payment. No claim submitted by or on behalf of Shipper will be processed unless Shipper's account is current.
- Shipper understands and acknowledges that Freeman does not accept or transport illegal, dangerous or hazardous materials of any kind or nature. Shipper warrants and ensures that its property is inert, and contains no Hazardous Substances, Hazardous Materials, Chemicals, Gases, Explosives, Radioactive Materials, Biologically hazardous agents, or any other substance, matter or object in any form that could pose a threat to the health or safety of persons, property or the public welfare in general. Such goods may be warehoused at owner's risk and expense or destroyed without compensation.
- Shipper shall defend and indemnify Freeman, its employees, directors, officers, and agents from and against any and all demands, claims, causes of action, fines, penalties, damages (including consequential), liabilities, judgments, and expenses (including but not limited to reasonable attorneys' fees and investigation costs) on account of personal injury, death, or damage to or loss of property or profits arising out of or contributed to by any of the following: Shipper's negligence, willful misconduct, or deliberate act; Shipper's violation of Federal, State, County or Local ordinances; Shipper's violation of Show Regulations and/or Rules as published and set forth by Facility and/or Show Management; and/or Shipper's failure to comply with (b) of this Agreement regarding the inclusion of any dangerous substances in the property placed with Freeman.

**8. CLAIMS:** Shipper, Consignee, or any other party claiming an interest in the shipment must notify Freeman immediately upon delivery, or in the case of loss or damage which could not have been noted at the time of delivery, within five (5) business days of delivery, of any loss or damage to the shipment. Notice of concealed damage must be confirmed in writing or via email at [exhibit.transportation@freeman.com](mailto:exhibit.transportation@freeman.com) within 5 business days of receipt of the property. If Carrier schedules an inspection, claimant must hold the shipping container, all packaging material and contents in the same condition as they were in when damage was discovered. Receipt of the shipment by the Consignee or the Consignee's agent without written notice on the delivery receipt and/or delivery manifest will be prima facie evidence that the shipment was delivered in good condition. The amount of the claim may not be deducted from the transportation charges. Notice of loss or damage MUST be reported to Freeman at 800-995-3579. The shipment, its container(s), and packing material must be made available to Freeman for inspection at the delivery location. All shipments are subject to opening for inspection by Freeman; however, Freeman is not obligated to perform such inspection. All claims for loss or damage MUST be made in writing to Freeman within one hundred and twenty (120) calendar days after the date of acceptance of the shipment by Freeman. Please refer to the Service Guide for claim procedures. All claims for service failure must be made within thirty (30) calendar days from the date of shipment and Freeman's sole liability for such claims arising from Guaranteed Service shipments shall be limited to the transportation charges as provided in the Guaranteed Service section of the Service Guide. All claims for overcharge must be made in writing to Freeman within sixty (60) calendar days after the invoice date. No claim for loss or damage may be maintained against Freeman unless (a) claimant complies with all requirements of this section and (b) for domestic shipments, if the claimant commences the action within one (1) year of the shipment by Freeman unless otherwise required by International, Federal or State Law. If the claim is for loss or damage involving International shipments, claimant must commence the action within two (2) years from the date of acceptance of the shipment by Freeman unless otherwise required by International, Federal or State Law. For purposes of this section, no action shall be deemed to have commenced until receipt by Freeman of service of process of the action on Freeman. Claims for loss or damage must be delivered to the following address: Sedgwick, PO Box 14151, Lexington, KY 40512-4151.

For shipping containers designed for repeated use (tradeshow cases, totes, crates), Freeman shall have no liability for superficial damage to said containers in the form of scuffs, scratches, dents or dings. Freeman will only accept liability for "catastrophic" damage to these shipping containers (crushing, puncture, or complete destruction). Freeman's maximum liability in cases of "catastrophic" damage or total loss will be limited to a depreciated value of the container based on the time elapsed from the original purchase and the purchase price established on the provided original invoice. This maximum liability will be subject to all other applicable limits of liability such as repair costs.

**9. CHOICE OF FORUM:** THIS CONTRACT SHALL BE CONSTRUED UNDER THE LAWS OF THE UNITED STATES (INCLUDING ADOPTED INTERNATIONAL CONVENTIONS) AND THE STATE OF TEXAS WITHOUT GIVING EFFECT TO THE STATE'S CONFLICT OF LAWS RULES. FREEMAN AND SHIPPER AGREE THAT ANY CLAIM OR DISPUTE OF ANY SORT ARISING OUT OF OR IN ANY WAY RELATED TO THIS CONTRACT, ITS PERFORMANCE OR NONPERFORMANCE, OR DAMAGES ALLEGEDLY RESULTING FROM SAME WILL BE ARBITRATED IN THE CITY OF DALLAS, TEXAS, AND THE RULES OF THE AMERICAN ARBITRATION ASSOCIATION WILL APPLY. IF BINDING ARBITRATION IS UNAVAILABLE TO RESOLVE ANY CONTROVERSY AND IT IS NECESSARY TO LITIGATE THE DISPUTE, THE DISPUTE SHALL BE LITIGATED IN A COURT OF COMPETENT JURISDICTION IN DALLAS COUNTY, TEXAS.

**10. MISCELLANEOUS:** Shipper warrants the accuracy of the weight and dimension data furnished in this Contract. Shipper understands that once its property is shipped by Freeman pursuant to the instructions contained in this Contract, Shipper has no right to control the shipment; stop the shipment in transit, or divert or reschedule same, and that Shipper will have no control over the property until it is delivered pursuant to the instructions in this Contract. Shipper agrees that this Contract may be provided to any third party, including common or contract carriers of cargo by air, water, rail, or road, for the purpose of confirming the right of Freeman to control the handling of the property and all matters related to payment for the shipment.



# MOTOR CARGO

## MOTOR CARGO SERVICE REQUEST AND SHIPPING INSTRUCTIONS CONTRACT

This Contract establishes your legal obligations with regard to the property described herein being shipped with Freeman Transportation. It specifically limits your rights and possible recovery if your property is lost or damaged. You must accept all terms and conditions of this Contract. You confirm that you have read and agree with all the terms and conditions of this Contract by receipt without contest. This Contract may not be waived or varied, except in writing, and then only by an authorized representative of Freeman.

**1. DEFINITIONS.** In this Contract, "Freeman" means Freeman Expositions, Inc., and its respective employees, officers, directors, agents, assigns, affiliated companies, and related entities including any contractors appointed by Freeman. The term "Shipper" means the person or business for whom the property is being transported, and includes their respective employees, officers, directors, agents, assigns, affiliated companies, and contractors appointed by the Shipper, excluding only Freeman. "Property" is all objects of any type received from the Shipper for transport by Freeman as described herein. "Consignee" is the party to whom Shipper has designated the goods are to be delivered.

**2. FINAL CONTRACT BETWEEN THE PARTIES.** In exchange for Shipper's payments and Freeman's services, which the parties have specified in this Contract, Freeman and Shipper each agree that this Contract shall govern their respective rights and obligations regarding transportation of Shipper's property. This Contract shall take effect when the property first comes into the physical possession of Freeman for inbound shipments and after loading on the applicable carrier for outbound shipments, and the responsibility of Freeman under same shall end when the property has been placed in the possession of the Consignee or the Consignee's designated agent. If any part or provision of this Contract is found by a court of competent jurisdiction to be void or unenforceable, the remainder of the Contract shall continue in full force and effect.

**3. FREEMAN'S RESPONSIBILITIES UNDER THE CONTRACT ARE LIMITED.** Freeman shall not be responsible for the performance of individuals or firms who are not under the direct supervision or control of Freeman. Freeman shall not be responsible for events or causes of loss, delay, or damage beyond its reasonable control, including (by way of illustration only, and not as a limitation on the breadth of this clause), strike, lockout, work slowdown or stoppage, power failure, breakdown of plant or machinery, facility failure, vandalism, theft, Act of God, effect of natural elements, riot, civil commotion or disturbance, terrorism, act of war or belligerent parties, and any other cause or causes beyond the reasonable control of Freeman. Freeman shall not be liable for delay caused by highway obstructions, or faulty or impassable highways, or lack of capacity of any highway, bridge, or ferry, or caused by breakdown or mechanical defects of vehicles or equipment, or from any cause other than the negligence of Freeman. Freeman shall not be bound to transport by any particular schedule, means, vehicle or otherwise, other than with reasonable dispatch.

**4. PACKAGING AND CRATES.** Shipper's property must be well packaged for safe and secure handling, storage and shipment using ordinary care. Freeman makes neither representation nor any warranty regarding the acceptability or suitability of any packaging system or procedure that Shipper might use for its property. Freeman shall not be responsible for damage to loose or uncrated materials, padwrapped or shrink-wrapped materials, glass breakage, concealed damage, carpets in bags or poly, or improperly packed or labeled materials. Crates and packaging should be of a design to adequately protect contents for handling by forklift and similar means. General guidance as to acceptable packaging systems and procedures may be found in publications such as the National Motor Freight Classification, published by the National Motor Freight Traffic Association. If the integrity of a shipment is in question, Freeman reserves the right to improve packaging at shipper's expense.

**5. PERISHABLE GOODS.** Goods of a perishable nature are carried in dry trailers without environmental or atmospheric control or other special services unless Shipper states on the face of the "Service Request and Shipping Instructions" that the goods are to be carried in a refrigerated, heated, specially ventilated or otherwise specially equipped trailer. This carriage may be subject to additional charges. Shipper is responsible for bringing the goods to the proper temperature before loading the goods into the trailer, for the proper stowage of the goods within the trailer, and for setting the temperature (including maintenance and repair), during all times after the trailer is spotted by Freeman and before the trailer is received by Freeman. Freeman is not responsible for product deterioration caused by inherent vice, defects in the merchandise or transit times in excess of product shelf life. Refrigerated, heated, specially ventilated or otherwise specially equipped trailers are not equipped to change the temperature of goods (they are equipped only to maintain temperature). Shipper will give written notice of requested temperature setting of the thermostatic controls before receipt of the goods by Freeman. When a loaded trailer is received, Freeman will verify that the thermostatic controls are set to maintain trailer temperature as requested. Freeman is unable to determine whether the goods were at the proper temperature when they were loaded into the trailer or when the trailer is delivered to Freeman. Air temperature at the unit sensor will be maintained within a proper range of plus or minus 5 degrees Fahrenheit of the temperature requested by Shipper on the face of the "Service Request and Shipping Instructions" if the goods were at that temperature when loaded into the container and if the temperature controls were properly set when the container was loaded.

**6. REFUSED SHIPMENTS.** If the Consignee refuses a shipment tendered for delivery or if Freeman is unable to deliver a shipment because of fault or mistake of Freeman, Freeman's liability shall then become that of a warehouseman.

(a) Freeman shall promptly attempt to provide notice, by telephonic, electronic or written communication as provided on the face of these shipping instructions, if so indicated, to Shipper or the party, if any, designated in these instructions to receive notice.

(b) Storage charges, if applicable, shall start no sooner than the next business day following the attempted notification. Storage may be, at Freeman's option, in any location that provides reasonable protection against loss or damage. Freeman may place the shipment in public storage at the owner's expense and without liability to Freeman.

(c) If Freeman does not receive disposition instructions within 48 hours of the time of Freeman's attempted first notification, Freeman will attempt to issue a second and final confirmed notification. Such notice shall advise that if Freeman does not receive disposition instructions within 10 days of that notification, Freeman may offer the shipment for sale at a public auction and Freeman has the right to offer the shipment for sale. The amount of sale will be applied to Freeman's invoice for transportation, storage and other lawful charges. Shipper will be responsible for the balance of charges not covered by the sale of the goods. If there is a balance remaining after all charges and expenses are paid, such balance will be paid to the owner of the property sold hereunder, upon claim and proof of ownership.

(d) Where Freeman has attempted to follow the procedure set forth above and the procedure is not possible, nothing shall be construed to abridge the right of Freeman, at its option, to sell the property under such circumstances and in such manner as may be authorized by law.

(e) When perishable goods cannot be delivered and disposition is not given within a reasonable time, Freeman may dispose of property to the best advantage. When Freeman is directed by Consignee or Consignor to unload or deliver property at a particular location where Consignor, Consignee, or the Agent of either is not regularly located, Freeman's liability for the shipment shall terminate after unloading or delivery.

**7. INSURANCE. Freeman IS NOT AN INSURER.** Shipper is responsible for obtaining insurance for its property. Freeman provides no insurance for Shipper or its property.

**8. LIMITATION ON SHIPPER'S RECOVERABLE DAMAGES.** Shipper understands that even if shipper's property is lost, stolen, or damaged, Freeman does not pay replacement or restoration cost of any property. **FREEMAN'S MAXIMUM LIABILITY SHALL BE THE AMOUNT OF PROVEN ACTUAL VALUE NOT EXCEEDING THE LOWER OF FAIR MARKET VALUE.**

**(THE "FAIR MARKET VALUE" EQUALS THE AS IS WHERE IS PRICE FOR THE PROPERTY AT THE LOCATION OF THE SHOW TO WHICH PRICE A WILLING BUYER AND A WILLING SELLER WOULD AGREE IN AN ORDINARY COURSE OF BUSINESS, ARM'S LENGTH SALE.) OR \$5.00 (USD) PER POUND OF CARGO LOST OR DAMAGED UNLESS AT THE TIME OF SHIPMENT SHIPPER MAKES A DECLARATION OF VALUE FOR CARRIAGE IN THE SPACE DESIGNATED ON THE SHIPPING INSTRUCTIONS AND PAYS THE APPROPRIATE VALUATION CHARGE.** Even if Shipper has made a declaration of value, liability shall never exceed the depreciated original invoice value or the fair market value of the property, whichever is less. The value per pound for applying declared valuation charges shall be determined by dividing Shipper's declared value for carriage by the actual weight of the shipment. In all cases not prohibited by law, where a lower value than the actual value of the said property has been stated in writing by Shipper or has been agreed upon in writing as the released value of the property upon which the rate is based, such lower value plus freight charges, if paid, shall be the maximum recoverable amount for loss or damage. **Notwithstanding the above limitations, all shipments containing the following items of extraordinary value are limited to a maximum declared value of \$500.00 (USD):** (a) Artworks and objects of art, including without limitation, original paintings, drawings, etchings, watercolors, tapestries and sculptures or prototypes; (b) Clocks, jewelry, including costume jewelry, furs, and fur-trimmed clothing; (c) Personal effects, including without limitation, papers and documents; or (d) Coin money, currency, gift certificates, debit cards, credit cards, and any other items of extraordinary value. (e) For either unmarked, unlabeled, or improperly packaged television monitors, the maximum liability is the lesser of \$3.00 (USD) per pound or the actual invoice price.

Any declared value in excess of the maximums allowed herein is null and void, and the acceptance by Freeman for carriage of any shipment with a declared value in excess of the allowed maximums does not constitute a waiver of these maximums. In any event, (excluding small package program shipments) **Freeman's MAXIMUM LIABILITY WILL NEVER BE MORE THAN \$100,000 PER SHIPMENT.** Shipper understands that even if Shipper is not able to participate or fully participate in a Show due to loss of, theft of, or damage to their property, Freeman shall not be liable or responsible for damages identified by the terms (by way of example only and not in limitation of the breadth of this clause) such as the following: consequential damages, loss of use damages, loss of profits damages, business interruption damages, delay damages, special damages, collateral damages, exemplary damages, damages awarded for gross negligence, direct damages, indirect damages, or damages for failure of performance, breach of contract damages, fraud damages, or any other sort of damage for tort or breach of contract. This limitation shall bind the parties: **(a) WHENEVER OR WHEREVER THE CLAIMED LOSS OR DAMAGE MAY OCCUR; (b) EVEN THOUGH THE ALLEGED LOSS OR DAMAGE IS CLAIMED TO RESULT FROM NEGLIGENCE, STRICT LIABILITY, PRODUCTS LIABILITY, BREACH OF CONTRACT, BREACH OF STATUTE OR REGULATION, OR ANY OTHER LEGAL THEORY OR CAUSE, AND; (c) EVEN THOUGH FREEMAN MAY HAVE BEEN ADVISED OR BE ON NOTICE OF THE POSSIBILITY OR EVEN THE PROBABILITY OF SUCH DAMAGES.**

### 9. SHIPPER'S RESPONSIBILITIES AND INDEMNIFICATION:

(a) Shipper must pay in full for the services rendered under this Agreement at the time the services are requested. The existence of a dispute between Shipper and Freeman relative to any claim or other matter shall have no bearing on this duty of payment. No claim may be submitted by or on behalf of Shipper to Freeman unless Shipper's account is current.

(b) Shipper understands and acknowledges that Freeman does not accept or transport illegal or hazardous materials of any kind or nature. Shipper warrants and will ensure that its property is inert, and contains no Hazardous Substances, Hazardous Materials, Chemicals, Gasses, Explosives, Radioactive Materials, Biologically hazardous agents, or any other substance, matter or object in any form that could pose a threat to the health or safety of Freeman persons, property, or the public welfare in general. Such goods may be warehoused at owner's risk and expense or destroyed without compensation.

(c) Shipper shall defend and indemnify Freeman, its employees, directors, officers, and agents from and against any and all demands, claims, causes of action, fines, penalties, damages (including consequential), liabilities, judgments, and expenses (including but not limited to reasonable attorneys' fees and investigation costs) on account of personal injury, death, or damage to or loss of property or profits arising out of or contributed to by any of the following: Shipper's negligence, willful misconduct, or deliberate act; Shipper's violation of Federal, State, County or Local ordinances; Shipper's violation of Show Regulations and/or Rules as published and set forth by Facility and/or Show Management; and/or Shipper's failure to comply with subsection (b) of this section regarding the inclusion of any dangerous substances in the property placed with Freeman.

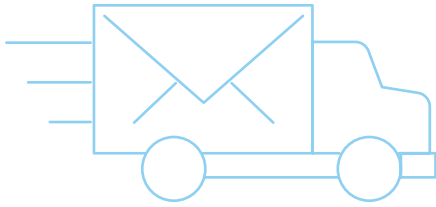
**10. CLAIMS.** Claims must be filed in writing within nine (9) months after the date of delivery of the property (or in the case of export traffic, within nine (9) months after delivery at the port of export), except that claims for failure to make delivery must be filed within nine (9) months after a reasonable time for delivery has elapsed. Suits for loss, damage, or delay shall be instituted against Freeman no later than two (2) years and one (1) day from the day when written notice is given by Freeman to the claimant that Freeman has disallowed the claim or any part or parts of the claim specified in the notice. Shipper shall deliver notice of claim for loss or damage by hand, U.S. mail, courier, facsimile, or electronic means to Sedgwick, PO Box 14151, Lexington, KY 40512-4151 as soon as loss or damage is discovered. The notice of claim shall invite a prompt joint survey of the damage, at a time and place to be agreed between the parties, and such survey shall go forward promptly. However, if in any case the property is received by the Consignee or the Consignee's agent without notice of loss or damage to property being served on Freeman within 5 business days of the receipt of the property, it is agreed between Freeman and Shipper that in that instance the presumption shall arise that the property was delivered in proper quantity and in good condition. Notice of concealed damage must be confirmed in writing or via email at [exhibit.transportation@freeman.com](mailto:exhibit.transportation@freeman.com) within 5 business days of receipt of the property. If Carrier schedules an inspection, claimant must hold the shipping container, all packaging material and contents in the same condition as they were in when damage was discovered. Claims filed more than nine (9) months following the date on which the property was delivered or should have been delivered are agreed to be forever time barred.

For shipping containers designed for repeated use (tradeshow cases, totes, crates), Freeman shall have no liability for superficial damage to said containers in the form of scuffs, scratches, dents or dings. Freeman will only accept liability for "catastrophic" damage to these shipping containers (crushing, puncture, or complete destruction). Freeman's maximum liability in cases of "catastrophic" damage or total loss will be limited to a depreciated value of the container based on the time elapsed from the original purchase and the purchase price established on the provided original invoice. This maximum liability will be subject to all other applicable limits of liability such as repair costs.

**11. CHOICE OF FORUM / ARBITRATION.** THIS CONTRACT SHALL BE CONSTRUED UNDER THE LAWS OF THE STATE OF TEXAS WITHOUT GIVING EFFECT TO ITS CONFLICT OF LAWS RULES. EXCLUSIVE VENUE FOR ALL DISPUTES ARISING OUT OF CONTRACT, TORT, COMMON LAW OR RELATING TO THE ENFORCEMENT OR INTERPRETATION OF THIS CONTRACT SHALL RESIDE IN A COURT OF COMPETENT JURISDICTION IN DALLAS COUNTY, TEXAS. Notwithstanding anything herein to the contrary, any controversy or claim arising out of or relating to this Agreement, or the breach thereof, shall be exclusively settled by arbitration administered by the American Arbitration Association in accordance with its Commercial Arbitration Rules and judgment on the award rendered by the arbitrator(s) may be entered by any court having jurisdiction thereof.

**12. MISCELLANEOUS.** (a) Shipper warrants the accuracy of the weight and dimension data furnished in this Contract; (b) Shipper understands that once its property is shipped by Freeman pursuant to the instructions contained in this Contract, Shipper has no right to control the shipment, stop the shipment in transit, or divert or reschedule same. (c) Shipper agrees that this Contract may be provided to any third party, including common or contract carriers of cargo by air, water, rail, or road, for the purpose of confirming the right of Freeman to control the handling of the property and all matters related to payment for the shipment. Shipper agrees that all shipments are subject to correction and final charges determined by the actual or re-weighed weight of the shipment.

**13. SMALL PACKAGE PROGRAM.** If items shipped via Freeman's Small Packages program are lost, damaged or destroyed while in Freeman's possession, **FREEMAN'S MAXIMUM LIABILITY SHALL BE \$100 per package UNLESS AT THE TIME OF SHIPMENT SHIPPER MAKES A DECLARATION OF VALUE IN THE SPACE DESIGNATED ON THE SHIPPING INSTRUCTIONS AND PAYS THE APPROPRIATE VALUATION CHARGE.** If small packages are received by the Shipper and notice of loss or damage is not received by Freeman within 15 days of the delivery of the property, the parties agree that the presumption shall arise that the property was delivered in proper quantity and in good condition.



# TRANSPORTATION SERVICE, FULLY LOADED.

Our convenient, affordable package puts productivity in overdrive.

Turn to Freeman for one-stop transportation services. Our all-inclusive round trip standard ground shipping and material handling package means transporting materials to any exhibit location has never been easier or more affordable. Plus, Freeman works directly with you and show site decision makers to streamline the process, so it's faster than ever to get on the road to success.

## The Freeman Exhibit Transportation promise:

- ALL-INCLUSIVE PRICING WITH NO ADDITIONAL FEES FOR PICKUPS AND DELIVERIES, INCLUDING WEEKEND AND NIGHT SERVICE
- PICK-UP AND TRANSPORTATION FROM POINT OF ORIGIN TO YOUR CHOICE OF EITHER ADVANCE WAREHOUSE OR SHOW SITE
- ON-SITE TRANSPORTATION EXPERTS ARE AVAILABLE BEFORE, DURING AND AFTER THE SHOW
- RELIABLE CUSTOMER SERVICE SEVEN DAYS A WEEK, OFFERING COMPLETE SHIPMENT VISIBILITY AND EXPERT SUPERVISION
- PRE-PRINTED SHIPPING LABELS AND OUTBOUND PAPERWORK

## Benefits:

- TURNKEY PRICING ENSURES PRECISE BUDGETING
- NO ADDITIONAL HANDLING, PICK-UP OR DELIVERY FEES
- NO ADDITIONAL FUEL SURCHARGES OR OVERTIME SURCHARGES
- NO CARRIER WAITING TIME FEES
- EXPERIENCED ON-SITE TRANSPORTATION REPS FROM MOVE-IN THROUGH MOVE-OUT
- LTL (LESS THAN TRUCK LOAD) SHIPPING

\*Services apply to destinations anywhere in the Continental U.S.



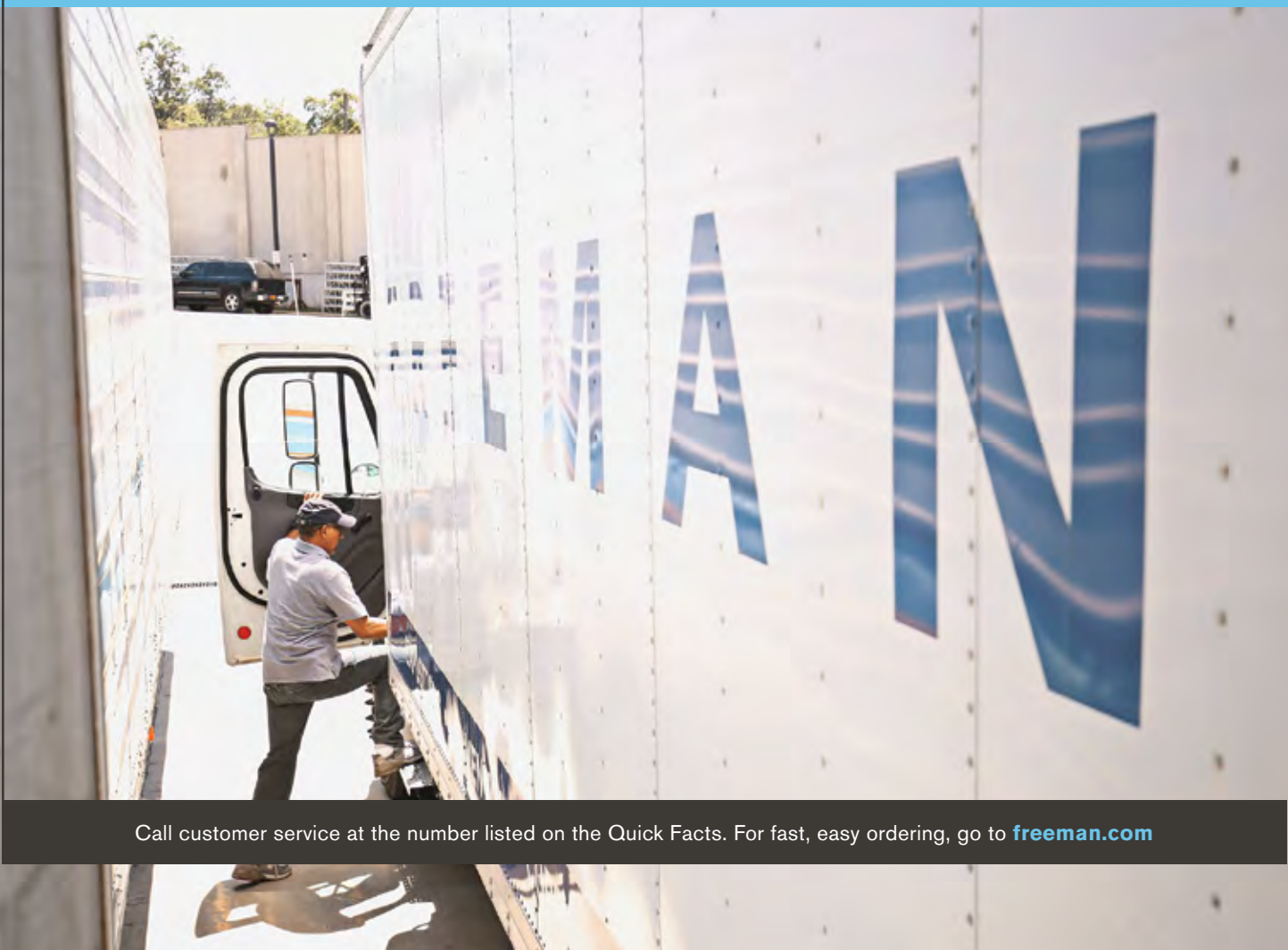
To take advantage, call **1-800-995-3579** or email **[exhibit.transportation@freeman.com](mailto:exhibit.transportation@freeman.com)** for a quote.

# RESULTS, DELIVERED

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With more than 90 years of experience in the events industry, no one understands exhibit transportation better than Freeman. Our transportation services are a seamless extension of the premium products that exhibitors around the world rely on time and time again.

Between our all-inclusive pricing and superior customer service, Freeman Exhibit Transportation is the most reliable, convenient and cost-effective solution available. Our team of experts has the ability to quickly respond to changes when necessary, remaining entirely responsive to all of your show requirements, whenever and wherever they arise.



Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to [freeman.com](http://freeman.com)



## EXHIBIT TRANSPORTATION SERVICES

Freeman Exhibit Transportation is an EPA Smartway Partner and is dedicated to reducing carbon emissions related to the transportation of goods. Renting or shipping items locally saves on carbon emissions and your shipping footprint.

### Freeman Exhibit Transportation promise:

- // ALL-INCLUSIVE PRICING WITH NO ADDITIONAL FEES FOR PICKUPS AND DELIVERIES, INCLUDING WEEKEND AND NIGHT SERVICE
- // ONE CONVENIENT INVOICE ENCOMPASSING ALL FREEMAN SHOW SERVICES
- // ON-SITE TRANSPORTATION EXPERTS ARE AVAILABLE BEFORE, DURING AND AFTER THE SHOW
- // RELIABLE CUSTOMER SERVICE SEVEN DAYS A WEEK, OFFERING COMPLETE SHIPMENT VISIBILITY AND EXPERT SUPERVISION

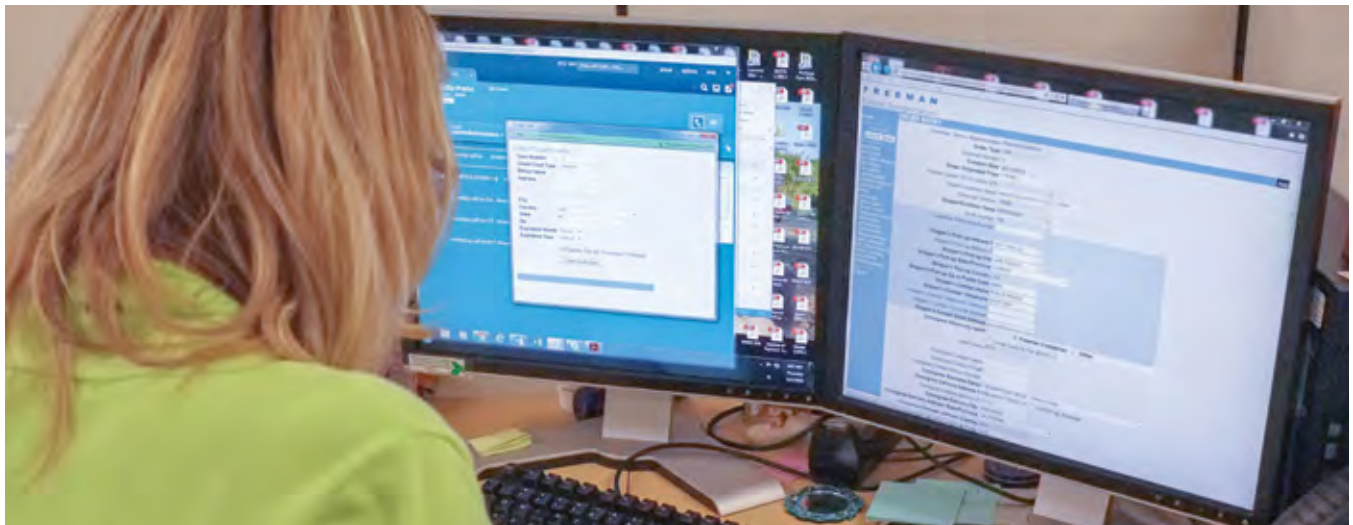
### Questions?

For more information regarding our services, rates, shipment deadlines, documentation requirements, ordering and the terms and conditions of our service offerings, please visit **freeman.com**

Continental U.S. Exhibitors: Contact our exhibit transportation experts at **800.995.3579** or via email at **exhibit.transportation@freeman.com**

International Exhibitors: Contact our exhibit transportation experts at **+1.817.607.5183** or via email at **international.freight@freeman.com**

**DON'T FORGET ABOUT INBOUND SHIPPING! COMPLETE AND SEND THE ORDER FORM**



# FREEMAN

(800) 995-3579 Toll Free US & Canada  
(817) 607-5183 Local & International

COMPLETE THIS FORM ONLY IF YOU ARE  
SHIPPING YOUR EXHIBIT MATERIALS BY  
FREEMAN EXHIBIT TRANSPORTATION

FREEMAN exhibit transportation

NAME OF SHOW: #TECH SUPERSHOW 2020 / FEBRUARY 12 - 14, 2020

COMPANY NAME: \_\_\_\_\_ BOOTH #: \_\_\_\_\_ BOOTH SIZE: \_\_\_\_\_ X

CONTACT NAME : \_\_\_\_\_ PHONE #: \_\_\_\_\_

E-MAIL ADDRESS : \_\_\_\_\_

For Assistance, please call applicable number listed above to speak with one of our experts.

For fast, easy ordering, go to [www.freeman.com](http://www.freeman.com)

## EXHIBIT TRANSPORTATION

### TIPS FOR EASY ORDERING

- Credit card information must be on file prior to pick up, as charges will be included on your show services invoice.
- International Exhibitors remember - Shipments originating from countries other than the US must be cleared through customs. Please call for additional information:  
(800) 995-3579 Toll Free US & Canada  
(817) 607-5183 Local & International

### COMPLETE THE FOLLOWING ITEMS ON THIS FORM:

#### PICK UP INFORMATION

Requested Pick Up Date: \_\_\_\_\_

SHIPPER NAME \_\_\_\_\_

SHIPPER ADDRESS \_\_\_\_\_

(City) \_\_\_\_\_ (State) \_\_\_\_\_ (Zip Code) \_\_\_\_\_

#### DESTINATION

- I will be shipping to the **WAREHOUSE**

**FREEMAN / Exhibiting Company Name / Booth #**

**#TECH SUPERSHOW 2020**

C/O: FREEMAN  
8439 NW 72ND ST  
MEDLEY, FL 33166

**MUST BE DELIVERED BY FEBRUARY 04, 2020**

- I will be shipping to **SHOW SITE**

**FREEMAN / Exhibiting Company Name / Booth #**

**#TECH SUPERSHOW 2020**

C/O: FREEMAN  
BROWARD COUNTY CONVENTION CENTER  
1950 EISENHOWER BLVD  
FORT LAUDERDALE, FL 33316-4205

**CANNOT BE DELIVERED BEFORE FEBRUARY 11, 2020**

#### TYPE OF SERVICE

- Next Day Air: Delivery next business day by 5:00 PM  
 Second Day Air: Delivery second business day by 5:00 PM  
 3-5 Day Service: Delivery within 3 - 5 business days  
 Declared Value \$ \_\_\_\_\_

**Air Transportation charges are billed by Dimensional or Actual Weight, whichever is greater.**

- Standard Ground: Dependent on distance  
 Expedited Ground: Tailored to specific requirements  
 Specialized: Pad wrapped, uncrated, truck load

### SHIPPING INFORMATION

#### Items to be shipped

Number of Pieces	Est. Weight
____ Crates (wooden)	_____
____ Cartons (cardboard)	_____
____ Cases/Trunks (fiber) (color _____)	_____
____ Skids/Pallets	_____
____ Carpet (color _____)	_____
____ Other ( _____ )	_____
____ Total	_____

Size of largest piece: (H) \_\_\_\_\_ (W) \_\_\_\_\_ (L) \_\_\_\_\_

**NOTE: Shipments will be weighed and measured prior to delivery.**

### OUTBOUND SHIPPING

- I would like to schedule outbound Freeman Exhibit Transportation. Please provide me with a Material Handling Agreement at show site for my shipping instructions and signature. So we may print your Outbound Material Handling Agreement and labels, please complete the following information **if different from pick up address:**

Ship to address:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Number of Labels : \_\_\_\_\_

### FAX THIS COMPLETED FORM VIA:

**E-mail:**

**[exhibit.transportation@freeman.com](mailto:exhibit.transportation@freeman.com)**

**or**

**Fax: (469) 621-5810**

**A TRANSPORTATION SPECIALIST  
WILL CALL YOU TO CONFIRM  
RECEIPT OF SHIPMENT REQUEST  
AND FINALIZE DETAILS.**

**SHOW #** (467714) \_\_\_\_\_

*before event*

*during the event*

*after event*

from your location  
or previous event

to your location  
or next event

event venue

venue  
dock

**your exhibit**

venue  
dock

advance  
warehouse

storage for empty containers



*advance warehouse*

where exhibit materials are stored before an event



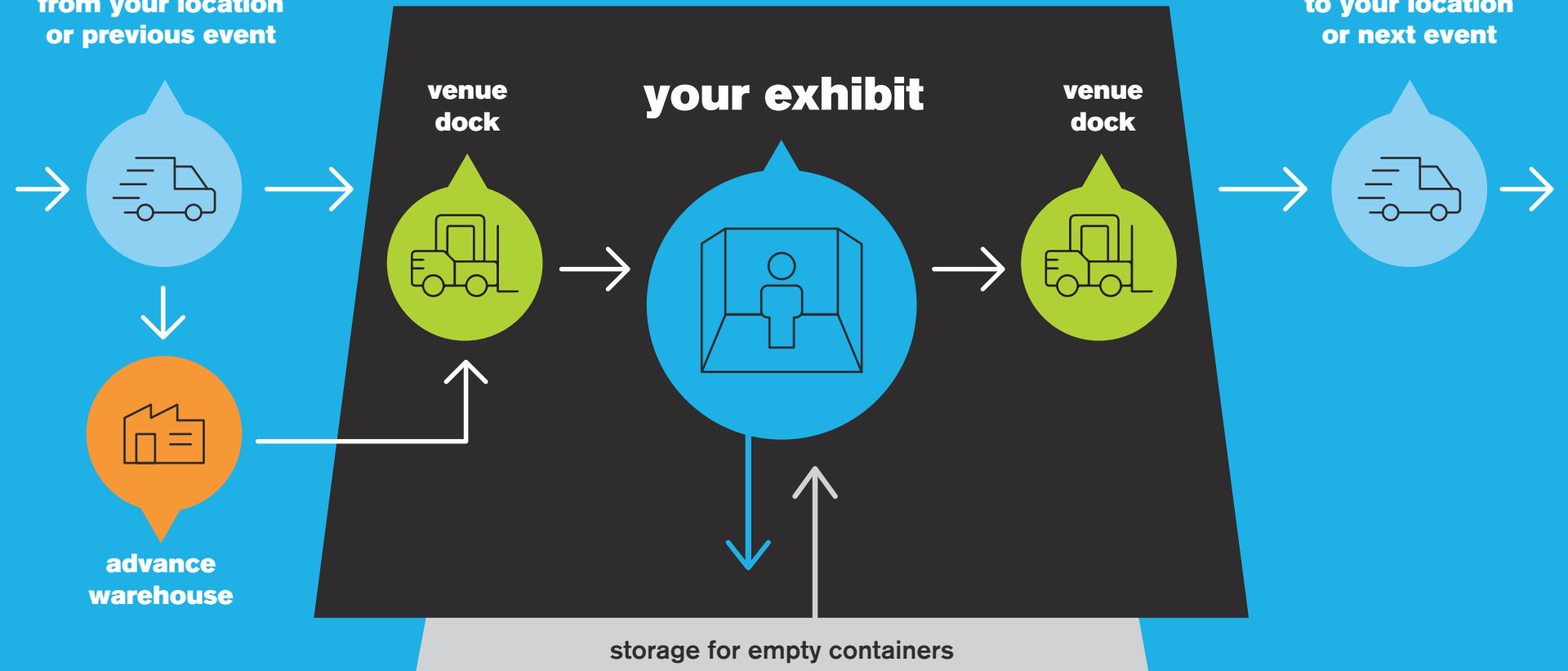
*shipping*

transport to the venue's shipping dock then from the shipping dock to the next event or customer location



*material handling*

move items from the dock, to the exhibit, back to the dock after the show





# WHAT ARE FREIGHT SERVICES?

As the official service contractor, Freeman is the exclusive provider of freight services. Material handling includes unloading your exhibit material, storing up to 30 days in advance at the warehouse address, delivering to the booth, the handling of empty containers to and from storage, and removing of material from the booth for reloading onto outbound carriers. It should not be confused with the cost to transport your exhibit material to and from the convention or event. You have two options for shipping your advance freight — either to the warehouse or directly to show site.

## HOW DO I SHIP TO THE WAREHOUSE?

- We will accept freight beginning 30 days prior to show move-in.
- To check on your freight arrival, call Exhibitor Services at the location listed on the Quick Facts.
- To ensure timely arrival of your materials at show site, freight should arrive by the deadline date listed on the Quick Facts. Your freight will still be received after the deadline date, but additional charges will be incurred.
- The warehouse will receive shipments Monday through Friday, except holidays. Refer to the Quick Facts for warehouse hours. No appointment is necessary.
- The warehouse will accept crates, cartons, skids, trunks/cases and carpets/pads. Loose or pad-wrapped material must be sent directly to show site.
- All shipments must have a bill of lading or delivery slip indicating the number of pieces, type of merchandise and weight.
- Shipments received without receipts or freight bills, such as Federal Express and UPS, will be delivered to the booth without guarantee of piece count or condition.
- Certified weight tickets must accompany all shipments.
- Warehouse freight will be delivered to the booth prior to exhibitor set up.

## HOW DO I SHIP TO SHOW SITE?

- Freight will be accepted only during exhibitor move-in. Please refer to the Quick Facts for the specific exhibitor move-in dates and times.
- All shipments must have a bill of lading or delivery slip indicating the number of pieces, type of merchandise and weight.
- Shipments received without receipts or freight bills, such as Federal Express and UPS, will be delivered to the booth without guarantee of piece count or condition.
- Certified weight tickets must accompany all shipments.

## WHAT ABOUT PREPAID OR COLLECT SHIPPING CHARGES?

- Collect shipments will be returned to the delivery carrier.
- To ensure that your freight does not arrive collect, mark your bill of lading “prepaid.”
- “Prepaid” designates that the transportation charges will be paid by the exhibitor or a third party.

## HOW SHOULD I LABEL MY FREIGHT?

- The label should contain the exhibiting company name, the booth number and the name of the event.
- The specific shipping address for either the warehouse or show site is located on the Quick Facts.

## HOW DO I ESTIMATE MY MATERIAL HANDLING CHARGES?

- Charges will be based on the weight of your shipment. Each shipment received is billed individually and is subject to the applicable show weight minimum. The shipment weight will be rounded to the next 100 pounds. Each 100 pounds is considered one “cwt.” (one hundred weight). All shipments are subject to reweigh.
- On the Material Handling Order Form, select whether the freight will arrive at the warehouse or be sent directly to show site.
- Next, select the rate for the freight category that best describes your shipment. There are four categories of freight:

**Crated:** material that is skidded or is in any type of shipping container that can be unloaded at the dock with no additional handling required.

**Special Handling:** material delivered by the carrier in such a manner that it requires additional handling, such as ground unloading, stacked and constricted space unloading, designated piece unloading, loads mixed with pad-wrapped material, loads failing to maintain shipping integrity, and shipments that require additional time, equipment or labor to unload. Federal Express and UPS are included in this category due to their delivery procedures.

**Uncrated:** material that is shipped loose or pad-wrapped, and/or unskidded machinery without proper lifting points.

**Carpet and/or Pad Only:** shipments that consist of loose carpet and/or padding only require additional labor and equipment to unload.

- All inbound and outbound shipments are subject to overtime charges if the shipments are received, loaded or unloaded during the overtime hours specified on the Material Handling Order Form. This includes both warehouse and show site shipments.
- Add any late delivery or off-target charges listed on the Material Handling Order Form if the freight will be received after the deadlines listed on the Quick Facts.
- The above services, whether used completely or in part, are offered as a package and the charges will be based on the total inbound weight of the shipment.

## WHAT HAPPENS TO MY EMPTY CONTAINERS DURING THE SHOW?

- Pick up “Empty Labels” at the Freeman Service Center. Once the container is completely empty, place a label on each container individually. Labeled empty containers will be picked up periodically and stored in non-accessible storage during the event.
- At the close of the show, the empty containers will be returned to the booth in random order. Depending on the size of the show, this process may take several hours.

## HOW DO I PROTECT MY MATERIALS AFTER THEY ARE DELIVERED TO THE SHOW OR BEFORE THEY ARE PICKED UP AFTER THE SHOW?

- Consistent with trade show industry practices, there may be a lapse of time between the delivery of your shipment(s) to your booth and your arrival. The same is true for the outbound phase of the show — the time between your departure and the actual pick-up of your materials. During these times, your materials will be left unattended. We recommend that you arrange for a representative to stay with your materials or that you hire security services to safeguard your materials.

## HOW DO I SHIP MY MATERIALS AFTER THE CLOSE OF THE SHOW?

- Each shipment must have a completed Material Handling Agreement in order to ship materials from the show. All pieces must be labeled individually.
- To save time, complete and submit the Outbound Shipping Form in advance, or you may contact the Freeman Service Center at show site for your shipping documents.
- Once we receive your outbound shipping information we will create your Material Handling Agreement and shipping labels. If the shipping information is provided in advance, the Material Handling Agreement will be delivered to your booth with your invoice. Otherwise the Material Handling Agreement and labels will be available for pick up at the Freeman Service Center.

- After materials are packed, labeled, and ready to be shipped, the completed Material Handling Agreement must be turned in at the Freeman Service Center.
- Call your designated carrier with pick-up information. Please refer to the Quick Facts for specific dates, times and address for pick up. In the event your selected carrier fails to show by the final move-out day, your shipment will either be rerouted on Freeman’s carrier choice or delivered back to the warehouse at the exhibitor’s expense.
- For your convenience, approved show carriers will be on site to book outbound transportation if you have not made arrangements in advance.

## WHERE DO I GET A FORKLIFT?

- Forklift orders to install or dismantle your booth after materials are delivered may be ordered in advance or at show site. We recommend that you order in advance to avoid additional charges at show site. Refer to the Rigging Order Form for available equipment.
- Advance and show site orders for equipment and labor will be dispatched once a company representative signs the labor order at the Freeman Service Center.
- Start time is guaranteed only when equipment is requested for the start of the working day.

## DO I NEED INSURANCE?

- Be sure your materials are insured from the time they leave your firm until they are returned after the show. It is suggested that exhibitors arrange all-risk coverage. This can be done by riders to your existing policies.
- All materials handled by Freeman are subject to the Terms and Conditions, which can be found in the exhibit service manual or online at [www.freeman.com](http://www.freeman.com).

## OTHER AVAILABLE FREIGHT SERVICES

(may not be available in all locations)

- Cranes
- Accessible storage at show site
- Exhibit transportation services (see enclosed brochure)
- Security storage at show site
- Short-term and long-term warehouse storage
- Local pick-up and delivery
- Priority empty return

# FREEMAN

1601 Boice Pond Road  
Orlando, FL 32837  
(407) 816-7900 • Fax: (469) 621-5605

**INCLUDE THE FREEMAN METHOD OF  
PAYMENT FORM WITH YOUR ORDER**

FREEMAN material handling

NAME OF SHOW: **#TECH SUPERSHOW 2020 / FEBRUARY 12 - 14, 2020**

COMPANY NAME \_\_\_\_\_ BOOTH #: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_ PHONE #: \_\_\_\_\_

E-MAIL ADDRESS \_\_\_\_\_

For Assistance, please call 407-816-7900 to speak with one of our experts.

**Let Freeman OnLine® estimate your material handling charges for you.**

Log on to [www.freeman.com](http://www.freeman.com), select your show and click on "Estimate My Material Handling Costs". From Freeman OnLine® you can print extra shipping labels, get tips on how to package your freight and much more.

**MATERIAL HANDLING SERVICES**

- CRATED:** Material that is skidded or is in any type of shipping container that can be unloaded at the dock with no additional handling required.
- SPECIAL HANDLING:** (See definitions on back) Material delivered by a carrier in such a manner that it requires additional handling, such as ground unloading, stacked or constricted space unloading, designated piece unloading, shipment integrity, alternate delivery location, loads mixed with pad wrapped material, no documentation, and shipments that require additional time, equipment or labor to unload.  
**Federal Express, UPS & DHL** are included in this category due to their delivery procedures.
- UNCRATED:** Material that is shipped loose or pad-wrapped, and/or unskidded machinery without proper lifting points.
- CARPET AND/OR PAD ONLY:** Shipments that consist of loose carpet and/or padding only require additional labor and equipment to unload.
- STRAIGHT TIME:** 8:00 A.M. to 4:30 P.M. Monday through Friday  
4:30 P.M. to 8:00 A.M. Monday through Friday, all day Saturday, Sunday, and Holidays
- OVERTIME:** (Overtime will be applied to all freight received at the warehouse and/or show site that must be moved into or out of booth during above listed times.)

Description	Price Per CWT	200LB Minimum
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**RATE CLASSIFICATIONS:**

<b>Warehouse Shipment (200 lb. minimum)</b>		
Crated or Skidded Shipment.....	\$110.25	220.50
Special Handling Shipment.....	\$143.50	287.00
Carpet and/or Pad Only Shipment.....	\$165.50	331.00
<b>Show Site Shipment (200 lb. minimum)</b>		
Crated or Skidded Shipment.....	\$104.25	208.50
Special Handling Shipment.....	\$135.75	275.50
Uncrated or Pad Wrapped Shipment.....	\$156.50	313.00
Carpet and/or Pad Only Shipment.....	\$156.50	313.00

**Small Package - Maximum weight is 30 lbs per shipment\***

Per Shipment ..... \$ 45.00

\*A small package shipment is a shipment totaling any number of pieces with a combined weight not to exceed 30 lbs that is received on the same day, from the same shipper and delivered by the same carrier.

**Cart Service - Intended for "privately owned vehicles"\***

Per Trip.....\$ 156.50

\*A "privately owned vehicle" is any vehicle that is primarily designated to transport passengers, not cargo or freight. Included in this category are: pick-up, passenger van, taxi and limousine.

**ADDITIONAL SURCHARGES:**

<b>Shipment Delivered after Deadline Date (in addition to above rates)</b>		
Warehouse Shipment after Deadline <b>FEBRUARY 04, 2020</b> .....	\$ 27.75	55.50
Show Site Shipment after Deadline <b>FEBRUARY 12, 2020</b> .....	\$ 26.25	52.50

<b>Overtime Charge - Inbound (in addition to above rates)</b>		
Crated or Skidded Shipment.....	\$ 26.25	52.50
Special Handling Shipment.....	\$ 34.00	68.00
Uncrated or Pad Wrapped Shipment.....	\$ 39.25	78.50
Carpet and/or Pad Only Shipment.....	\$ 39.25	78.50

<b>Overtime Charge - Outbound (in addition to above rates)</b>		
Crated or Skidded Shipment.....	\$ 26.25	52.50
Special Handling Shipment.....	\$ 34.00	68.00
Uncrated or Pad Wrapped Shipment.....	\$ 39.25	78.50
Carpet and/or Pad Only Shipment.....	\$ 39.25	78.50

Description	Weight	CWT	Price per CWT	Estimated Total Cost (200 lb. Min.)
	÷ 100 =			
<b>Surcharges</b>	÷ 100 =			
			<b>Tax(7.0%)</b>	
			<b>Total</b>	

# SPECIAL HANDLING DEFINITIONS

for frequently asked questions and material handling estimator tools, go to [www.freeman.com](http://www.freeman.com)

Special handling applies to shipments that are loaded by cubic space and/or packed in such a manner as to require additional labor/handling, such as ground unloading, constricted space unloading, designated piece unloading, or stacked shipments. Also included are shipment integrity, alternate delivery locations, mixed shipments, and shipments without individual bills of lading. Shipments loaded in this manner require additional time, labor, or equipment, to unload, sort and deliver.

## **What is Ground Loading/Unloading?**

Vehicles that are not dock height, preventing the use of loading docks, such as U-hauls, flat bed trailers, double drop trailers, company vehicles with trailers that are not dock level, etc.

## **What is Constricted Space Loading/Unloading?**

Trailer loaded "high and tight" shipments that are not easily accessible. Freight is loaded to full capacity of trailer – top to bottom, side to side. One example of this is freight that is loaded down one side of a trailer that must be bypassed to reach targeted freight.

## **What is Designated Piece Loading/Unloading?**

Drivers that require the loading crew to bring multiple pieces of the freight to the rear of the trailer to select the next piece, having to remove freight from the trailer then reload to fit or the trailer must be loaded in a sequence to ensure all items fit.

## **What are Stacked Shipments?**

Shipments loaded in such a manner requiring multiple items to be removed to ground level for delivery to booth. Stacked or "cubed out" shipments, loose items placed on top of crates and/or pallets constitute special handling.

## **What is Shipment Integrity?**

Shipment integrity involves shipments on a carrier that are intermingled, or delivered in such a manner that additional labor is needed to sort through and separate the various shipments on a truck for delivery to our customers.

## **What is Alternate Delivery Location?**

Alternative delivery location refers to shipments that are delivered by a carrier that requires us to deliver some shipments to different levels in the same building, or to other buildings in the same facility.

## **What are Mixed Shipments?**

Mixed shipments are defined as shipments of mixed crated and uncrated goods, where the percentage of uncrated is minimal and does not warrant the full uncrated rate for the shipment, but does require special handling. Freeman defines special handling for mixed loads as having less than 50% of the volume as uncrated.

## **What does it mean if I have "No Documentation"?**

Shipments arrive from a small package carrier (including, among others, Federal Express, UPS & DHL) without an individual Bill of Lading, requiring additional time, labor and equipment to process.

## **What is the difference between Crated and Uncrated Shipments?**

Crated shipments are those that are packed in any type of shipping container that can be unloaded at the dock with no additional handling required. Such containers include crates, fiber cases, cartons, and properly packed skids. An uncrated shipment is material that is shipped loose or pad-wrapped, and/or unskidded without proper lifting bars and hooks.

## **What about carpet only shipments?**

Shipments that consist of loose carpet and/or padding only require additional labor and equipment to unload.

# FREEMAN

1601 Boice Pond Road  
Orlando, FL 32837  
(407) 816-7900 • Fax: (469) 621-5605

**INCLUDE THE FREEMAN METHOD OF  
PAYMENT FORM WITH YOUR ORDER**

NAME OF SHOW: **#TECH SUPERSHOW 2020 / FEBRUARY 12 - 14, 2020**

EXHIBITING COMPANY NAME: \_\_\_\_\_ BOOTH #: \_\_\_\_\_

PRINT NAME: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

## **DIRECT MOBILE UNITS / MOTORIZED VEHICLES**

Exhibitors or agents with mobile or motorized equipment will require guidance to their respective booths. This guidance is required and provided by The Freeman Companies to prevent damage that may occur to exhibits, or property of others, or when necessary to move crates that may be in the aisles.

Exhibitors may drive their motorized equipment in and out of the exhibit areas or have The Freeman Companies supply an operator when available.

### **SPOTTING FEE**

MOBILE UNITS\* \$ 186.75 PER UNIT (Round Trip)

MOTORIZED VEHICLES \$ 186.75 PER UNIT (Round Trip)

### **PLUS TAX 7.0%**

**\*NOTE:** Mobile units will be assessed a "one time" spotting charge in addition to a one hour forklift/operator charge, (See Material Handling Equipment Labor form) each way for unloading and loading. Motorized equipment is defined as a tractor, forklift, crane, etc. arriving at the exhibit hall that can be driven to the booth location under its own power.

Number of units: \_\_\_\_\_ Type: \_\_\_\_\_

Dimensions of Largest Unit:

Height \_\_\_\_\_ Width \_\_\_\_\_ Length \_\_\_\_\_ Weight \_\_\_\_\_

Will you require a crane or forklift? \_\_\_\_\_

(\*See Material Handling Equipment Labor Form)

Comments/Special Handling Requirements: \_\_\_\_\_

\_\_\_\_\_

**FREEMAN mobile units/motorized vehicles**

# FREEMAN

1601 Boice Pond Rd  
Orlando, FL 32837  
(407) 816-7900 Fax: (469) 621-5605  
FreemanOrlandoES@freeman.com

## INBOUND SHIPMENTS

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ALL FREIGHT MUST BE ACCOMPANIED  
BY A CERTIFIED SCALE TICKET

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**ALL DRIVERS MUST PROVIDE THE FOLLOWING INFORMATION  
ON THEIR BILLS OF LADING:**

1. BOOTH NUMBER
2. EXHIBITOR'S NAME
3. SHIPPER'S NAME
4. PIECE SUMMARY
5. ACTUAL HEAVY & LIGHT WEIGHT CERTIFIED SCALE TICKETS
6. NET, GROSS AND TARE WEIGHT

**PIECE SUMMARIES MUST BE BROKEN INTO THE FOLLOWING  
CATEGORIES:**

1. CRATES ..... (WOODEN BOXES)
2. CARTONS..... (CARDBOARD BOXES)
3. CARPETS..... (RUGS AND PADS)
4. SKIDS..... (PALLETS)
5. BUNDLES
6. MACHINES
7. MISCELLANEOUS ..... (LOOSE OR UNPACKED ITEMS)

**ALL BILLS MUST CONTAIN THIS INFORMATION  
BEFORE THE FREIGHT CLERK CAN ACCEPT THEM**

WE REQUIRE TWO COPIES OF YOUR BILLS OF LADING

IF YOU CANNOT PROVIDE ANY OF THE REQUESTED  
INFORMATION, PLEASE CONTACT YOUR DISPATCH  
OR CHECK YOUR FREIGHT CLERK

INBOUND driver check-in requirements



# FREEMAN

1601 Boice Pond Rd  
Orlando, FL 32837  
(407) 816-7900 Fax: (469) 621-5605  
FreemanOrlandoES@freeman.com

## OUTBOUND SHIPMENTS

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### ALL DRIVERS MUST PROVIDE THE FOLLOWING INFORMATION TO PICK UP FREIGHT FROM A SHOW:

1. BOOTH NUMBER
2. EXHIBITOR'S NAME
3. DESTINATION OF THE FREIGHT (CITY AND STATE)
4. CARRIER'S NAME (OR BROKER'S NAME)
5. AREA WHERE VEHICLE IS PARKED

THERE MAY BE A WAITING PERIOD BEFORE THE  
FREIGHT IS READY TO BE PICKED UP  
PLEASE WAIT IN THE MARSHALLING YARD UNTIL YOU  
ARE DISPATCHED FROM THE FREIGHT CLERK

IF YOU DO NOT HAVE ANY OF THE REQUESTED  
INFORMATION PLEASE CONTACT YOUR DISPATCH  
FOR ASSISTANCE

OUTBOUND driver check-in requirements

# FREEMAN

1601 Boice Pond Rd  
Orlando, FL 32837  
(407) 816-7900 Fax: (469) 621-5605

**OUTBOUND MATERIAL HANDLING  
AND SHIPPING LABELS**

NAME OF SHOW: **#TECH SUPERSHOW 2020 / FEBRUARY 12 - 14, 2020**

COMPANY NAME: \_\_\_\_\_ BOOTH #: \_\_\_\_\_ BOOTH SIZE: \_\_\_\_\_ X

CONTACT NAME : \_\_\_\_\_ PHONE #: \_\_\_\_\_

E-MAIL ADDRESS : \_\_\_\_\_

For Assistance, please call (407) 816-7900 to speak with one of our experts.

For fast, easy ordering, go to [www.freeman.com](http://www.freeman.com)

**EVERY OUTBOUND SHIPMENT WILL REQUIRE A MATERIAL HANDLING AGREEMENT AND SHIPPING LABELS. WE WOULD BE HAPPY TO PREPARE THESE FOR YOU AND DELIVER THEM TO YOUR BOOTH PRIOR TO SHOW CLOSE. TO TAKE ADVANTAGE OF THIS SERVICE, PLEASE COMPLETE AND RETURN THIS FORM TO THE FREEMAN SERVICE CENTER.**

### SHIPPING INFORMATION

**SHIP TO:** COMPANY NAME: \_\_\_\_\_

DELIVERY ADDRESS: \_\_\_\_\_

\_\_\_\_\_

CITY: \_\_\_\_\_ STATE/ PROVINCE: \_\_\_\_\_ ZIP/ POSTAL CODE: \_\_\_\_\_

PHONE#: \_\_\_\_\_ ATTN: \_\_\_\_\_

SPECIAL INSTRUCTIONS: \_\_\_\_\_

**BILL TO:**  Same as Ship to:

COMPANY NAME: \_\_\_\_\_

DELIVERY ADDRESS: \_\_\_\_\_

\_\_\_\_\_

CITY: \_\_\_\_\_ STATE/ PROVINCE: \_\_\_\_\_ ZIP/ POSTAL CODE: \_\_\_\_\_

### METHOD OF SHIPMENT

**Select a Carrier:**

**Freeman Exhibit Transportation**       **Other Carrier**

No need to schedule your outbound shipment.      Carrier Name: \_\_\_\_\_  
Charges will appear on your Freeman invoice.      Carrier Phone: \_\_\_\_\_

Freeman will make arrangements for all Freeman Exhibit Transportation shipments.  
Arrangements for pick-up by other carriers is the responsibility of the exhibitor.

**Select a Level of Service:**

1 Day: Delivery next business day       Standard Ground  
 2 Day: Delivery by 5:00 PM second business day       Specialized: Pad wrapped, uncrated, or truckload  
 Deferred: Delivery within 3-5 business days

**Select Shipment Options (if applicable)**

Have loading dock       Lift gate required  
 Inside delivery       Air ride required  
 Pad wrap required       Residential  
 Do not stack

**Select Desired Number of Labels:** \_\_\_\_\_

Once your shipment is packed and ready to be picked up from your booth, please return completed the Material Handling Agreement to the Freeman Service Center. Shipments without a Material Handling Agreement turned in will be returned to our warehouse at exhibitor's expense.

**F R E E M A N**

**R U S H**

**DO NOT DELAY**

**RECEIVING DATE BEGINS: JANUARY 10, 2020**

**DEADLINE DATE IS: FEBRUARY 04, 2020**

**TO:** \_\_\_\_\_

*EXHIBITOR NAME*

**C/O: FREEMAN  
8439 NW 72ND ST  
MEDLEY, FL 33166**

**WAREHOUSE**

**EVENT:**           #TECH SUPERSHOW 2020          

**BOOTH NO:** \_\_\_\_\_ **NO.** \_\_\_\_\_ **OF** \_\_\_\_\_ **PCS**

**F R E E M A N**

**R U S H**

**DO NOT DELAY**

**RECEIVING DATE BEGINS: JANUARY 10, 2020**

**DEADLINE DATE IS: FEBRUARY 04, 2020**

**TO:** \_\_\_\_\_

*EXHIBITOR NAME*

**C/O: FREEMAN  
8439 NW 72ND ST  
MEDLEY, FL 33166**

**WAREHOUSE**

**EVENT:**           #TECH SUPERSHOW 2020          

**BOOTH NO:** \_\_\_\_\_ **NO.** \_\_\_\_\_ **OF** \_\_\_\_\_ **PCS**

THE ABOVE LABELS ARE PROVIDED FOR YOUR CONVENIENCE.  
PLACE ONE ON EACH PIECE SHIPPED TO ENSURE PROPER DELIVERY.  
IF MORE LABELS ARE NEEDED, COPIES ARE ACCEPTABLE.

**F R E E M A N**

**F R E E M A N**

**R U S H**

**R U S H**

**DO NOT DELAY**

**DO NOT DELAY**

**CANNOT DELIVER BEFORE FEBRUARY 11, 2020**

**CANNOT DELIVER BEFORE FEBRUARY 11, 2020**

**TO:**

*EXHIBITOR NAME*

**TO:**

*EXHIBITOR NAME*

**C/O: FREEMAN**

**BROWARD COUNTY CONVENTION CENTER  
1950 EISENHOWER BLVD  
FORT LAUDERDALE, FL 33316-4205**

**C/O: FREEMAN**

**BROWARD COUNTY CONVENTION CENTER  
1950 EISENHOWER BLVD  
FORT LAUDERDALE, FL 33316-4205**

**SHOW SITE**

**SHOW SITE**

**EVENT:**                     #TECH SUPERSHOW 2020                    

**EVENT:**                     #TECH SUPERSHOW 2020                    

**BOOTH NO:**            **NO.**        **OF**        **PCS**

**BOOTH NO:**            **NO.**        **OF**        **PCS**

THE ABOVE LABELS ARE PROVIDED FOR YOUR CONVENIENCE.  
PLACE ONE ON EACH PIECE SHIPPED TO ENSURE PROPER DELIVERY.  
IF MORE LABELS ARE NEEDED, COPIES ARE ACCEPTABLE.

**F R E E M A N**

**F R E E M A N**

**RUSH**

**DO NOT DELAY**

TO: \_\_\_\_\_  
(EXHIBITOR NAME)

**C/O FREEMAN  
8439 NW 72ND STREET  
MEDLEY, FL 33166**

**HANGING OVERHEAD SIGN  
MUST BE DELIVERED BY:  
FEBRUARY 04, 2020**

Event           #TECH SUPERSHOW 2020            
Booth No. \_\_\_\_\_ No. \_\_\_\_\_ of \_\_\_\_\_ pcs.  
Carrier \_\_\_\_\_

**RUSH**

**DO NOT DELAY**

TO: \_\_\_\_\_  
(EXHIBITOR NAME)

**C/O FREEMAN  
8439 NW 72ND STREET  
MEDLEY, FL 33166**

**HANGING OVERHEAD SIGN  
MUST BE DELIVERED BY:  
FEBRUARY 04, 2020**

Event           #TECH SUPERSHOW 2020            
Booth No. \_\_\_\_\_ No. \_\_\_\_\_ of \_\_\_\_\_ pcs.  
Carrier \_\_\_\_\_

**F R E E M A N**

**F R E E M A N**

**RUSH**

**DO NOT DELAY**

TO: \_\_\_\_\_  
(EXHIBITOR NAME)

**C/O FREEMAN  
8439 NW 72ND ST  
MEDLEY, FL 33166**

**HANGING OVERHEAD SIGN  
MUST BE DELIVERED BY:  
FEBRUARY 04, 2020**

Event           #TECH SUPERSHOW 2020            
Booth No. \_\_\_\_\_ No. \_\_\_\_\_ of \_\_\_\_\_ pcs.  
Carrier \_\_\_\_\_

**RUSH**

**DO NOT DELAY**

TO: \_\_\_\_\_  
(EXHIBITOR NAME)

**C/O FREEMAN  
8439 NW 72ND ST  
MEDLEY, FL 33166**

**HANGING OVERHEAD SIGN  
MUST BE DELIVERED BY:  
FEBRUARY 04, 2020**

Event           #TECH SUPERSHOW 2020            
Booth No. \_\_\_\_\_ No. \_\_\_\_\_ of \_\_\_\_\_ pcs.  
Carrier \_\_\_\_\_



FREEMAN®

*furnishings 2019*





## **EMPOWERING YOUR BUSINESS FROM THE GROUND UP**

Meaningful engagement doesn't have to be complicated. You just need the right elements. Whether you're a global brand testing a new product, a startup seeking exposure, or an organization needing flexibility, the furnishings to create a dynamic brand experience start here. **To learn more about our exhibit solutions, go to [freeman.com/exhibit-design](http://freeman.com/exhibit-design)**

**It's not about building a booth.  
It's about designing a**

*beacon*

# Fairfax Sofa & La Brea Chairs

10'x10' Booth



10'x10' Munich Sectional Booth



10'x20' Malba Café & Bench Theater Booth




# Power Up In Style.

Denotes Powered Products



**ROMA**   
**81021 Chair, Powered**  
(white vinyl) 37" L 31" D 33" H

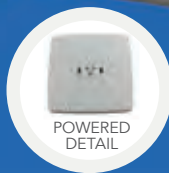


**ROMA**   
**83017 Sofa, Powered**  
(white vinyl) 78" L 31" D 33" H

**HEDGE**  
**85035**  
**4' Boxwood Hedge**  
46" L 9" D 47" H



 **WIRELESS  
CHARGING TABLE,  
POWERED**  
**820710**  
(white, ac plug-in)  
20" L 20" D 18" H



## Powered Seating

Empower attendees at your next show with functional charging furniture and make searching for wall outlets history. From soft seating and tables to pedestals and lamps, our complete charging collection lets you Power Up the Possibilities.

# Powered Seating



**A) 810120**  
**Naples Chair, Powered**  
 (black vinyl)  
 36" L 30" D 33.25" H

**B) 830121**  
**Naples Sofa, Powered**  
 (black vinyl)  
 87" L 30" D 33.25" H

**C) 830122**  
**Naples Loveseat, Powered**  
 (black vinyl)  
 62" L 30" D 33.25" H

# Powered Tables



**Ventura Powered Bar Tables**  
 72.25" L 26.25" D 42" H  
 (silver frame)  
**A) 820955** (white top)  
**B) 820950** (black top)

**Ventura Powered Café Tables**  
 72.25" L 26.25" D 30" H  
 (silver frame)  
**C) 820964** (black top)  
**D) 820965** (white top)



**Sydney Powered Cocktail Tables**  
 48" L 26" D 18" H  
 (brushed steel)  
**E) 82073** (white)  
**F) 82076** (black)

**Please Note:** Client is responsible for providing labor and an electrical power source to the furniture. One 110V power source is required for each charging panel. Two charging units can be daisy chained together. 10A max per charging panel.



# Powered Banquettes.

Denotes Powered Products



## Modular System

Create round banquettes or custom serpentine seating. The Power Banquette system has three AC and two USB plugs built into the center cone so your client will never be left powerless. Center power cone may also be rented as a free-standing charging station.



POWERED  
DETAIL

Detail of Electrical  
Charging Outlet



### Full Banquette

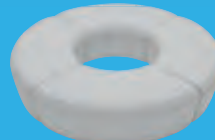
w/ Electrical Charging Outlet  
(white vinyl)  
72" RND 51"H



**8506 Center Cone**  
w/ Electrical Charging Outlet  
(white vinyl)  
38" RND 51"H



**8507 Quarter Curve Ottoman**  
(white vinyl)  
53"L 22"D 18"H




**Ottoman Ring**  
(4 curve ottoman seats)  
(white vinyl)  
72" RND 18"H



**815119 Half Bench Ottoman**  
(white vinyl)  
39"L 22"D 18"H

# Powered Pedestals

Denotes AC and USB charging outlets 



(The flip top electrical units rotate 180 degrees, allowing devices to be charged from inside the locked cabinet or on the surface.)

(Mobile devices must be compatible with Qi wireless charging pad.)

## Powered Locking Pedestal

- (white)
- A) 85061** 24"L 24"D 36"H
- B) 85063** 24"L 24"D 42"H (black)
- C) 85060** 24"L 24"D 36"H
- D) 85062** 24"L 24"D 42"H

## Wireless Charging Table, Powered

- E) 820710** (white, AC plug-In)
- 20"L 20"D 18"H

**Please Note:** Customer is responsible for providing labor and an electrical power source to the furniture. One 110V power source is required for each charging panel. Two charging units can be daisy chained together. 10A max per charging panel.

# Powered Tech Desk



## A) 84083 Tech Desk, Powered w/3 Drawer File Cabinet

(black metal, laminate)  
60"L 30"D 30"H

## B) 84084 Tech Desk, Powered

(black metal, laminate)  
60"L 30"D 30"H

## C) 84080 3 Drawer File Cabinet on Castors

(black metal, laminate)  
16"L 20"D 28"H

# Soft Seating

*Create Engaging Booth Environments*

## HOPI

(gray linen)  
**810140, Chair**  
21"L 25"D 34"H  
**830150, Loveseat**  
48"L 25"D 34"H



## HEDGE

**85030**  
**7' Boxwood Hedge**  
36.5"L 12"D 84"H



## PEDESTAL

**85063**  
**Powered Locking**  
(white)  
24"L 24"D 42"H



## CAFÉ TABLE

**8201223**  
**Hydraulic Chrome Base**  
(laminated white top)  
30" Round 29"H



## REGIS

**82075 End Table**  
(brushed metal)  
16"L 15.5"D 16.5"H



## MARCHE

**815159 Swivel Ottoman**  
(blue fabric)  
17" RND 18"H



10'x20' Hopi Lounge & Zenith Café Booth

# Soft Seating Collections

Available in Power 

A.



B.



C.



## BAJA

**A) 81050 Chair**  
(white vinyl)  
36"L 30.5"D 28"H

**B) 83019 Sofa**  
(white vinyl)  
86"L 28"D 30"H

**C) 83020 Loveseat**  
(white vinyl)  
61"L 30.5"D 28"H

A.



B.



## FAIRFAX

**A) 830949 Sofa**  
(white vinyl, brushed metal)  
62"L 26"D 30"H

**B) 810949 Chair**  
(white vinyl, brushed metal)  
27"L 26"D 30"H

A.



B.



C.



## NAPLES

**A) 810119 Chair**  
(black vinyl)  
36"L 30"D 33.25"H  
**810120** (Powered)

**B) 830119 Sofa**  
(black vinyl)  
87"L 30"D 33.25"H  
**830121** (Powered)

**C) 830120 Loveseat**  
(black vinyl)  
62"L 30"D 33.25"H  
**830122** (Powered)





# Munich Collection

Denotes Powered Products



*Modular Seating to Design Custom Exhibits*

## MUNICH

**830201 Sectional 3pc.**  
(gray fabric)  
93.5"L 27"D 28.5"H

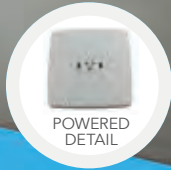


## HEDGE

**85035**  
**4' Boxwood Hedge**  
46"L 9"D 47"H



 **WIRELESS CHARGING TABLE, POWERED**  
**820710**  
(white, ac plug-in)  
20"L 20"D 18"H



**830200 Munich Armless Loveseat**  
(gray fabric)  
45"L 27"D 28.5"H



**810150 Munich Corner Chair**  
(gray fabric)  
26"L 27"D 28.5"H



**810151 Munich Armless Chair**  
(gray fabric)  
22.5"L 27"D 28.5"H

# Soft Seating Collections



A.



B.



A.



B.



C.

## ALLEGRO

- A) 81019 Chair**  
(blue fabric)  
36"L 34.5"D 30"H
- B) 83015 Sofa**  
(blue fabric)  
73"L 34.5"D 30"H

## TANGIERS

- A) 830118 Sofa**  
(beige textured)  
78"L 37"D 36"H
- B) 810118 Chair**  
(beige textured)  
34"L 37"D 36"H
- C) 830220 Loveseat**  
(beige textured)  
57.5"L 37"D 37"H

## KEY LARGO

- A) 810950 Chair**  
(black fabric)  
35"L 35"D 34"H
- B) 830950 Loveseat**  
(black fabric)  
57"L 35"D 34"H
- C) 830951 Sofa**  
(black fabric)  
79"L 35"D 34"H

## SOUTH BEACH

- (platinum suede)
- A) 8301 Sofa**  
69"L 29"D 33"H
- B) 8151 Ottoman**  
25"L 31"D 18"H



A.



B.



C.



A.



B.



# Accent Chairs



## SWANSON

**810875 Swivel Chair**  
(white vinyl)  
28"L 25"D 30"H

## KEY WEST

**8103 Chair**  
(black)  
31"L 31"D 31"H



## LA BREA

**810874 Chair**  
(charcoal gray, fabric)  
35"L 27"D 40"H



## WENTWORTH

**810145 Chair**  
(brown vinyl)  
32.1"L 26"D 31.5"H

## AURA

**820844 Round Table**  
(white metal)  
15" Round 22"H



# Accent Chair Styles



A.



B.



C.



D.



E.



F.

## Madrid Chair

**A) 81816**  
(white vinyl)  
30"L 30"D 31"H

**B) 8102**  
(black vinyl)  
30"L 30"D 31"H

## C) 810949

**Fairfax Chair**  
(white vinyl, brushed metal)  
27"L 26"D 30"H

## D) 810151

**Munich Armless Chair**  
(gray fabric)  
22.5"L 27"D 28.5"H

## E) 810140

**Hopi Chair**  
(gray linen)  
21"L 25"D 34"H

## F) 810947

**Pro Executive Guest Chair**  
(black vinyl)  
24"L 22"D 36"H

# Meeting & Stage Chairs



A.



B.



C.



D.



E.



F.

## Marina Chair

17.5"L 19.5"D 35"H

**A) 810160** (black vinyl)

**B) 810161** (brown fabric)

**C) 810164** (white vinyl)

## Meeting Chair

25.5"L 23.5"D 34"H

**D) 810835** (espresso vinyl)

**E) 810836** (taupe fabric)

**F) 810948** (white vinyl)

# Group Seating

## ZENITH

**A) 810851 Chair**  
(white, chrome)  
18.25"L 22"D 32"H

**B) 820241  
Madison Hydraulic  
Café Table**  
(chrome base, gray  
acajou top)  
30"RND 29"H



## LAGUNA

**C) 810861 Chair**  
(maple, chrome)  
18"L 19"D 34"H

**D) 8201223  
Round Café Table**  
(white laminate top,  
chrome hydraulic base)  
30" Round 29"H

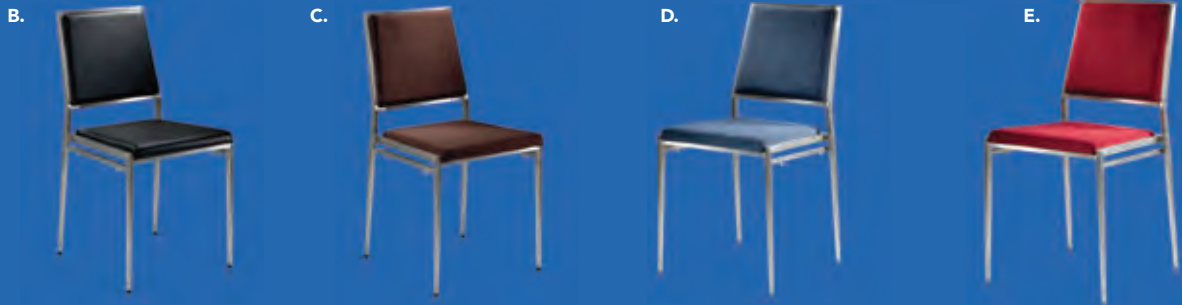


## MALBA

20"L 20"D 32"H  
**A) 810131 Chair** (gray)  
**B) 810130 Chair** (green)

## MARINA

17.5"L 19.5"D 35"H  
**A) 810164** (white vinyl)  
**B) 810160** (black vinyl)  
**C) 810161** (brown fabric)  
**D) 810162** (ocean blue fabric)  
**E) 810163** (red fabric)



# Styles & Shapes



A.



B.



C.



D.



E.



F.



G.



H.



I.

**A) 810810  
Berlin Chair**  
(black, white)  
18"L 22"D 32"H

**B) 810846  
Christopher Chair**  
(white vinyl, chrome)  
17"L 19"D 35"H

**C) 810841  
Rustique Chair w/arms**  
(gunmetal)  
20"L 18"D 31"H

**D) 81063  
Altura Guest Chair**  
(black crepe)  
25"L 20"D 34"H

**E) 71089  
Diamond Side Chair**  
(black)  
21"W X 23" L X 32"H

**F) 71090  
Diamond Arm Chair**  
(black)  
20"W X 21"L X 33"H

**G) 810837  
Razor Armless Chair**  
(white)  
15.38"L 15.5"D 30.5"H

**H) 81083  
Blade Chair**  
(sky blue)  
20.5"L 19"D 30.5"H

**I) 81082  
Blade Chair**  
(red)  
20.5"L 19"D 30.5"H

## Mix & Match

Create the ultimate seating configuration. Choose from a variety of shapes and sizes to design the perfect look.

**J) 210108 LIMERICK® Chair BY HERMAN MILLER™**  
(gray) 18"W X 17.75"L X 33"H

**K) 81093 Lucent Chair** (frosted, acrylic) 19.5"L 19.75"D 32.5"H



# Ottomans

## Vibe Cube

18"L 18"D 18"H

- A) 81531 (white vinyl)
- B) 81530 (black vinyl)
- C) 81532 (steel blue vinyl)
- D) 81534 (purple vinyl)
- E) 81533 (silver vinyl)
- F) 81519 (red vinyl)
- G) 81517 (yellow vinyl)
- H) 81520 (pink vinyl)
- I) 81518 (blue vinyl)
- J) 81525 (orange vinyl)



D.



E.



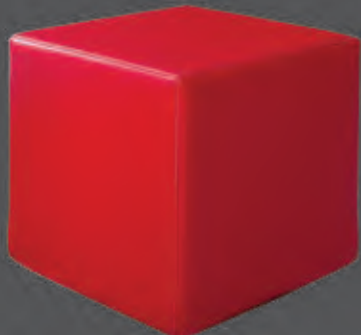
G.



I.



F.



H.



J.





# Styles & Shapes



C.



F.



I.



L.



N.



A.



D.



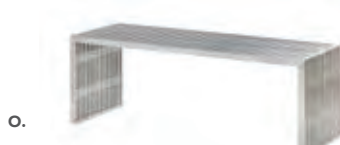
G.



J.



M.



O.



B.



E.



H.



K.

## Beverly Bench

60"L 20"D 18"H

- A) 81556 (white vinyl)
- B) 81550 (black vinyl)
- C) 81552 (gray fabric)
- D) 81555 (red fabric)
- E) 81554 (ocean blue fabric)
- F) 81553 (linen fabric)
- G) 81551 (brown fabric)

## H) 815119 Half Bench

(white vinyl)

39"L 22"D 18"H

## ENDLESS Square

34"L 34"D 15"H

I) 815123 (black)

J) 815122 (white)

## ENDLESS Curved

60.5"L 37.5"D 15"H

K) 815952 (black)

L) 815953 (white)

## M) 8507 Quarter Curve

(white vinyl)

53"L 22"D 18"H

## Ring (4 ottoman seats)

(white vinyl)

72"RND 18"H

## N) 81526 Edge

### LED Cube

(white plastic)

19"L 19"D 19"H

A/C power only

## O) 82074

### Regis Bench

(brushed metal)

47"L 15.5"D 16"H

# Marche Swivel



K.

## Marche Swivel Ottomans

17"RND 18"H

A) 815150 (white vinyl)

B) 815154 (red fabric)

C) 815158

(pear yellow fabric)

D) 815156 (plum fabric)

E) 815159 (blue fabric)

F) 815151 (gray fabric)

G) 815155

(rose quartz fabric)

H) 815152 (linen fabric)

I) 815153

(raspberry fabric)

J) 815157

(meadow green fabric)

K) 815160

(orange fabric)



# Accent Tables

## ALONDRA

### Cocktail Table

47"L 24"D 16"H

A) 820250 (glass, chrome)

B) 820251 (wood, chrome)



C.

D.



## ALONDRA

### End Table

20"L 20"D 20"H

C) 820252 (glass, chrome)

D) 820253 (wood, chrome)

## GEO

### Cocktail Table

50"L 22"D 16"H

A) 82034 (glass, chrome)

B) 82027 (wood, black)



C.

D.



## GEO


### End Table

26"L 26"D 20"H

C) 82035 (glass, chrome)

D) 82028 (wood, black)

# Styles & Shapes

Available in Power 

## Sydney Cocktail Tables

(brushed steel)  
48"L 26"D 18"H

- A) 82053 (white)
- 82073 (Powered)
- B) 82052 (black)
- 82076 (Powered)
- C) 82077 (blue)
- D) 82078 (wood)

## Sydney End Tables

27"L 23"D 22"H

- E) 82055 (white)
- F) 82054 (black)
- G) 82079 (blue)
- H) 82080 (wood)

## Regis Tables

(brushed metal)

- I) 82074 Bench Table  
47"L 15.5"D 16"H
- J) 82075 End Table  
16"L 15.5"D 16.5"H

## Silverado Tables

(glass, chrome)

- K) 82015 End Table  
24" Round 22"H
- L) 82014 Cocktail Table  
36" Round 17"H

## Oliver Tables

(walnut finish)

- M) 82088 End Table  
22" Round 22"H
- N) 82087 Cocktail Table  
47"L 27"D 19"H

## Aura Round Table

O) 82084

(white metal)  
15" Round 22"H

## Edge LED Cube Table

P) 82057

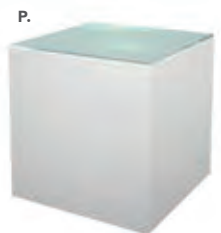
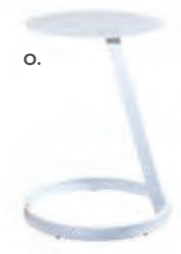
(plexi top, white plastic)  
20"L 20"D 20"H  
A/C power only

## Wireless Charging

Table, Powered

Q) 820710

(white, AC plug-In)  
20"L 20"D 18"H



# Café Tables

**A) 820940 Blue Hydraulic  
Café Table**  
(chrome base, blue top)  
30" RND 29"H

**B) 810131 Malba Chair**  
(gray)  
20"L 20"D 32"H



**85030  
7' Boxwood Hedge**  
36.5"L 12"D 84"H



**30" Round Café Table  
A) 820941  
Standard Black Base**  
(blue top) 30" RND 29"H

**B) 81093 Lucent Chair**  
(frosted, acrylic)  
19.5"L 19.75"D 32.5"H



**A) 820241 Madison  
Hydraulic Café Table**  
(chrome base, gray acajou top)  
30" RND 29"H









**B) 810130 Malba Chair**  
(green)  
20"L 20"D 32"H



# Customize and Create

Choose your base, black or chrome, then pick a color that suits your design.



-  WHITE LAMINATE
-  GRAPHITE NEBULA
-  BLUE LAMINATE
-  MAPLE
-  MADISON/GRAY ACAJOU
-  RED
-  SILVER TEXTURED
-  WOOD LAMINATE

## Café Tables Standard Black Base 30" RND 29"H

- A) 8201220** (white)  
also available
- 820265** (Madison/gray acajou)
- 820941** (blue)
- 820943** (wood)

## Café Tables Hydraulic Chrome Base 30" RND 29"H

- B) 820923** (graphite nebula)  
also available
- 8201208** (maple)
- 820921** (red)
- 820940** (blue)
- 820942** (wood)
- 820925** (silver)
- 8201223** (white)

- 36" RND 29"H
- 820126** (white)
- 8201209** (graphite nebula)
- 8201206** (maple)

# Mix & Match

Create your look. Choose from a wide variety of tables and seating options.



**C) 72063 Chelsea Butcher Block-Top Café Table**  
(oak) 30"RND 30"H  
also available  
**72064** 36"RND 30"H

**D) 810164 Marina Chair**  
(white vinyl) 17.5"L 19.5"D 35"H

**E) 72069 Soho Black-Top Café Table**  
(black) 24"RND 30"H  
also available  
**72067** 36"RND 30"H | **72066** 18"RND 18"H

**F) 81082 Blade Chair**  
(red) 20.5"L 19"D 30.5"H





# Bar Tables

**A) 8201222**  
**30" Round Bar Table**  
 (white top, chrome  
 hydraulic base)  
 30"RND 45"H

**B) 810952**  
**Apex Barstool**  
 (blue ultra suede)  
 21"L 21"D 33"H



**C) 8201226**  
**Rustique Square Metal Bar Table**  
 (gunmetal)  
 23.75"L 23.75"D 41.25"H

**D) 810839**  
**Rustique Barstool**  
 (gunmetal)  
 13"L 13"D 30"H



**E) 820930**  
**30" Round Bar Table**  
 (blue top, chrome  
 hydraulic base)  
 30"RND 45"H

**F) 810860**  
**Laguna Barstool**  
 (maple, chrome)  
 18"L 20"D 47"H



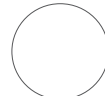
**G) 820240 30"**  
**Round Bar Table**  
**w/ Hydraulic Chrome Base**  
 (Madison/gray acajou)  
 30" RND 45"H

**H) 810850**  
**Zenith Barstool**  
 (white, chrome)  
 19"L 20"D 44"H



# Customize and Create

Choose your base, black or chrome, then pick a color that suits your design.



WHITE LAMINATE



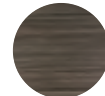
GRAPHITE NEBULA



BLUE LAMINATE



MAPLE



MADISON/GRAY ACAJOU



RED



SILVER TEXTURED



WOOD LAMINATE

## Bar Tables

**Standard Black Base**  
30" RND 42"H

**A) 8201221** (white)  
also available  
**820264** (Madison/gray acajou)  
**820931** (blue)  
**820933** (wood)

## Bar Tables

**Hydraulic Chrome Base**  
30" RND 45"H

**E) 820922** (graphite nebula)  
also available  
**8201207** (maple)  
**820920** (red)  
**820930** (blue)  
**820932** (wood)  
**802924** (silver)

36" RND 45"H  
**820125** (white)  
**8201211** (graphite nebula)  
**8201205** (maple)

# Style & Design

Choose from a variety of table top colors and styles for the perfect look.



**C) 720163 Chelsea Butcher Block-Top Bistro Table**  
(oak) 30"RND 42"H  
also available  
**720164** 36"RND 42"H

**D) 81092 Lucent Barstool**  
(frosted, acrylic) 22"L 22.5"D 45.5"H

**E) 72070 Soho Black-Top Bistro Table**  
(black) 24"RND 42"H  
also available  
**72068** 36"RND 42"H

**F) 810953 Apex Barstool**  
(red vinyl) 21"L 21"D 33"H





# Barstools



## LIFT Barstools

15" Round 23–33.5"H

A) 810870 (white vinyl)

B) 810873 (red vinyl)

C) 810871 (black vinyl)

D) 810872 (gray vinyl)

# Styles & Shapes



A.



B.



C.



D.



E.



F.



G.



H.



I.



J.



K.



L.



M.



N.



O.



P.



Q.



R.



S.



T.

U.

## Mix & Match

**T) 720163 Butcher Block-Top Bistro**  
(oak) 30" L RND 42" H  
also available **720164** 36" RND 42" H  
**U) 210109 LIMERICK® Stool BY HERMAN MILLER™**  
(white) 18" X 17.75" L X 44" H

### Apex Barstools

21" L 21" D 33" H  
**A) 810951** (black vinyl)  
**B) 810953** (red vinyl)  
**C) 810954** (white vinyl)  
**D) 810952** (blue ultra suede)

### Zoey Barstools

15" L 16" D 30-34.75" H  
**E) 810840** (white, chrome)  
**F) 810834** (black, chrome)

### Banana Barstools

21" L 22" D 41.75" H  
**G) 810104** (black, chrome)  
**H) 810103** (white, chrome)

### I) 810201 Oslo Barstool

(white)  
17" L 20" D 45" H

### J) 810848 Christopher Barstool

(white vinyl, chrome)  
19" L 15" D 41" H

### K) 810202 Shark Barstool

(white, chrome)  
22" L 19" D 34-44" H

### L) 810850

**Zenith Barstool**  
(white, chrome)  
19" L 20" D 44" H

### M) 81092

**Lucent Barstool**  
(frosted, acrylic)  
22" L 22.5" D 45.5" H

### N) 810860

**Laguna Barstool**  
(maple, chrome)  
18" L 20" D 47" H

### Blade Barstool

20.5" L 20.125" D 40.5" H  
**O) 81080** (red)  
**P) 81081** (sky blue)

### Q) 71088

**Black Diamond Stool**  
(black) 22" W X 18" L X 46" H

### R) Gas Lift Stool w/ arms

24" W X 20" L X 46" H  
**71048** (gray, adjustable)  
also available  
**71047 w/o arms**

### S) 810839

**Rustique Barstool**  
(gunmetal) 13" L 13" D 30" H

# Conference Tables

A.



B.



**42" Round Conference Table**  
42" RND 29"H  
A) 820708 (white laminate)  
B) 820260 (Madison/gray acajou)

D.



C.



## MADISON

(Madison/gray acajou)

**C) 820261 5' Table**

60"L 48"D 29"H

**D) 820262 8' Table**

96"L 60"D 29"H

**E) 820263 10' Table**

120"L 48"D 29"H

E.





# Styles & Shapes

A. | B.



C.



D.



E.



F.



G.



H.



I.



## Atomic Round Tables

- (glass, chrome)
- A) 8201225** 42" RND 30"H
- B) 8201224** 36" RND 30"H

## Geo Rounded Square Tables

- 42"L 42"D 29"H
- C) 82044** (glass, chrome)
- D) 82043** (glass, black)

## Geo Rectangular Tables

- 60"L 36"D 29"H
- E) 82041** (glass, black)
- F) 82051** (glass, chrome)

## G) 820707 Merlin Multi Use Table

- (gray laminate, black)
- 46"L 29"D 30"H

## H) 820706 Work Table

- (white laminate, white)
- 48"L 24"D 30"H

## I) 820203

- 6' Conference Tables**
- (graphite nebula)
- 72"L 42"D 29"H

## Mix & Match

- J) 810946 Pro Executive High Back Chair** (black vinyl) 25"L 24"D 48"H Adjustable
- K) 810945 Pro Executive Mid Back Chair** (white vinyl) 24"L 22"D 40"H Adjustable



# Executive Seating

## Pro Executive High Back Chair

25"L 24"D 48"H  
**A) 810844** (white vinyl)  
**B) 810946** (black vinyl)  
 Adjustable height



## Task Stool

**810135**  
 (black fabric)  
 27.5"L 27.5"D 32.75"-40.25"H  
 Adjustable height



## Pro Executive Guest Chair

24"L 22"D 36"H  
**810947** (black vinyl)



## Gas Lift Chair

26" X 20"L X 38"H  
**A) 71045** (gray, adjustable)  
**71046** w/ arms



## Gas Lift Stool

24"W X 20"L X 46"H  
**B) 71048** (gray, adjustable)  
**71047** w/o arms

## Pro Executive Mid Back Chair


24"L 22"D 40"H  
**A) 810945** (white vinyl)  
**B) 810944** (black vinyl)  
 Adjustable height





# Communal and Powered Tables

Choose from a variety of Powered, Solid or Grommet Hole Table Tops.

Denotes AC and USB charging outlets 



POWERED  
DETAIL

## Bar Tables

### Table Top Options



BLACK

WHITE

MAPLE

Colors not available in all table options. Please check options listed to the right.



A. 

**810860**  
**Laguna Barstool**  
(maple, chrome)  
18"L 20"D 47"H



B.

C.

### Ventura Powered Bar Tables

(silver frame)  
72.25"L 26.25"D 42"H

**A) 820950** (black top)  
**820955** (white top)

### Ventura Communal Bar Tables

(silver frame)  
72.25"L 26.25"D 42"H

Maple Top  
**B) 820954** (solid)  
**820951** (grommets)

White Top  
**C) 820953** (grommets)  
**820956** (solid)

Black Top  
**820952** (solid)

## Café Tables



A. 



C.

D.

E.

### Ventura Powered Café Tables

(silver frame)  
72.25"L 26.25"D 30"H

**A) 820964** (black top)  
**B) 820965** (white top)

### Ventura Communal Café Tables

(silver frame)  
72.25"L 26.25"D 30"H

Maple Top  
**C) 820963** (solid)  
**820960** (grommets)

White Top  
**D) 820961** (grommets)  
**820966** (solid)

Black Top  
**E) 820962** (solid)



B.

# Office Essentials

## MADISON

**A) 84075 Madison Executive Desk**

(gray acajou) 60"L 30"D 29"H

**B) 84077 Madison Credenza**

(gray acajou) 60"L 20"D 29"H

**C) 810135 Task Stool**

(black fabric)

27.5"L 27.5"D 32.75"-40.25"H Adjustable

**D) 810844 Pro Executive High Back Chair**

(white classic vinyl)

25"L 24"D 48"H Adjustable



# Tech Powered Desk




A. 



C.

B. 



Denotes AC and USB charging outlets 

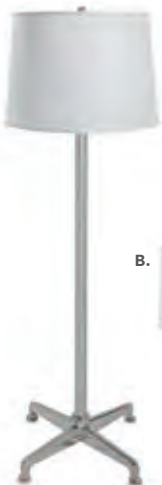
**A) 84083 Tech Desk, Powered, w/3 Drawer File Cabinet**  
(black metal, laminate)  
60"L 30"D 30"H

**B) 84084 Tech Desk, Powered**  
(black metal, laminate)  
60"L 30"D 30"H

**C) 84080 3 Drawer File Cabinet on Castors**  
(black metal, laminate)  
16"L 20"D 28"H

# Lighting & Shelving

A.



B.



C.



D.




## ACCENT LAMPS

**Mason Lamps**  
(brushed silver)  
**A) 850708 Floor Lamp**  
18" RND 55"H  
**B) 850707 Table Lamp**  
16" RND 26"H

## SHELVING

**C) 85020 Posh Shelving**  
(chrome, acrylic)  
36"L 18"D 72"H  
**D) 84078 Madison Bookcase**  
(gray acajou)  
36"L 12"D 72"H

# Show Essentials

Denotes AC and USB charging outlets 



## Midtown Powered Counter

Metallic pewter gray curved counter with taupe-colored glass top features two AC & three USB charging outlets, locking storage cabinet and two shelves.

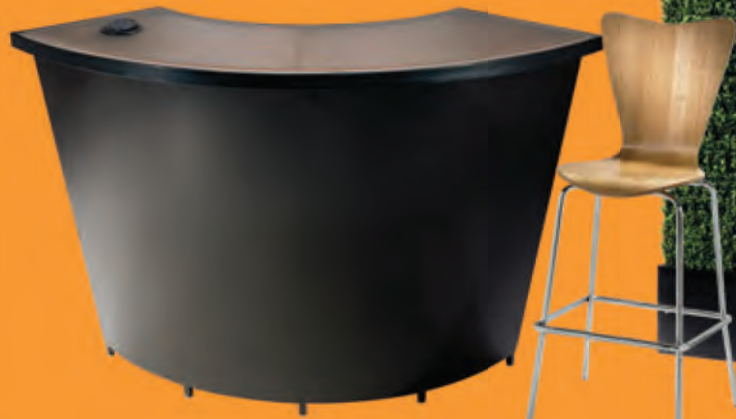
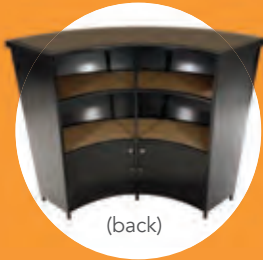


### Midtown Powered Counter

60"L 18"D 42"H (pewter/glass)

850103 (unlighted)

850102 (lighted with plug-in)



85030  
7' Boxwood Hedge  
36.5"L 12"D 84"H



810860  
Laguna Barstool  
(maple, chrome)  
18"L 20"D 47"H



## Display Counter

A) 72056

Display Counter

(black)

24"W X 49"L X 42"H

B) 210109

limerick Stool

BY HERMAN MILLER™

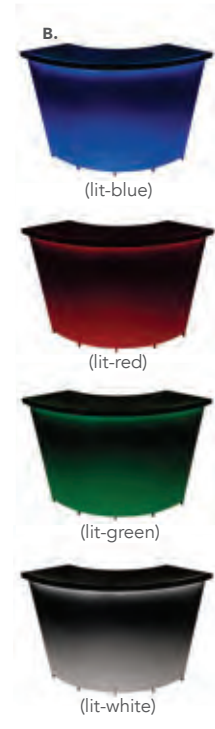
(white)

18" X 17.75" L X 44" H



# Midtown Bar

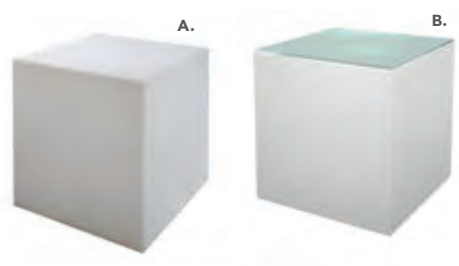
Metallic pewter gray curved bar with taupe-colored glass top features locking cabinet for storage and two shelves.



**Midtown Bar**  
60"L 18"D 42"H  
(pewter)  
**A) 850101**  
(unlighted)  
**B) 850100**  
(lighted with plug-in)

**Apex Barstool**  
**C) 810952**  
(blue ultra suede)  
21"L 21"D 33"H

# Lighted & Greenery Products



LED light available in white, red, green, blue and rolling color.



**A) 81526 Edge LED Cube Ottoman**  
(white plastic)  
20"L 20"D 20"H  
A/C power only  
**B) 82057 Edge LED Cube Table**  
(plexi top, white plastic)  
20"L 20"D 20"H  
A/C power only

**C) 85030**  
**7' Boxwood Hedge**  
36.5"L 12"D 84"H  
**D) 85035**  
**4' Boxwood Hedge**  
46"L 9"D 47"H



# Draped or Undraped Tables & Counters

## Table-Drape Colors



**Special Draping:** Special drape is available in a variety of colors. Refer to the order form for details. Table-top risers are available in a variety of sizes. See order form for details.

Visit us at [freeman.com](http://freeman.com) for ordering and full product line



## Sizing Chart\*

\*Table and counter widths are available in select cities

### 24"D X 30"H | Tables Draped

<b>124330</b>	Tables Draped	<b>3'L</b> x 24"D x 30"H
<b>124430</b>	Tables Draped	<b>4'L</b> x 24"D x 30"H
<b>124630</b>	Tables Draped	<b>6'L</b> x 24"D x 30"H
<b>124830</b>	Tables Draped	<b>8'L</b> x 24"D x 30"H

### 24"D X 30"H | Tables Undraped

<b>125330</b>	Tables Undraped	<b>3'L</b> x 24"D x 30"H
<b>125430</b>	Tables Undraped	<b>4'L</b> x 24"D x 30"H
<b>125630</b>	Tables Undraped	<b>6'L</b> x 24"D x 30"H
<b>125830</b>	Tables Undraped	<b>8'L</b> x 24"D x 30"H

### 30"D X 30"H | Tables Draped

<b>130330</b>	Tables Draped	<b>3'L</b> x 30"D x 30"H
<b>130430</b>	Tables Draped	<b>4'L</b> x 30"D x 30"H
<b>130630</b>	Tables Draped	<b>6'L</b> x 30"D x 30"H
<b>130830</b>	Tables Draped	<b>8'L</b> x 30"D x 30"H

### 30"D X 30"H | Tables Undraped

<b>131330</b>	Tables Undraped	<b>3'L</b> x 30"D x 30"H
<b>131430</b>	Tables Undraped	<b>4'L</b> x 30"D x 30"H
<b>131630</b>	Tables Undraped	<b>6'L</b> x 30"D x 30"H
<b>131830</b>	Tables Undraped	<b>8'L</b> x 30"D x 30"H

### 24"D X 42"H | Counter Draped

<b>124342</b>	Counter Draped	<b>3'L</b> x 24"D x 42"H
<b>124442</b>	Counter Draped	<b>4'L</b> x 24"D x 42"H
<b>124642</b>	Counter Draped	<b>6'L</b> x 24"D x 42"H
<b>124842</b>	Counter Draped	<b>8'L</b> x 24"D x 42"H

### 24"D X 42"H | Counter Undraped

<b>125342</b>	Counter Undraped	<b>3'L</b> x 24"D x 42"H
<b>125442</b>	Counter Undraped	<b>4'L</b> x 24"D x 42"H
<b>125642</b>	Counter Undraped	<b>6'L</b> x 24"D x 42"H
<b>125842</b>	Counter Undraped	<b>8'L</b> x 24"D x 42"H

### 30"D X 42"H | Counter Draped

<b>130342</b>	Counter Draped	<b>3'L</b> x 30"D x 42"H
<b>130442</b>	Counter Draped	<b>4'L</b> x 30"D x 42"H
<b>130642</b>	Counter Draped	<b>6'L</b> x 30"D x 42"H
<b>130842</b>	Counter Draped	<b>8'L</b> x 30"D x 42"H

### 30"D X 42"H | Counter Undraped

<b>131342</b>	Counter Undraped	<b>3'L</b> x 30"D x 42"H
<b>131442</b>	Counter Undraped	<b>4'L</b> x 30"D x 42"H
<b>131642</b>	Counter Undraped	<b>6'L</b> x 30"D x 42"H
<b>131842</b>	Counter Undraped	<b>8'L</b> x 30"D x 42"H

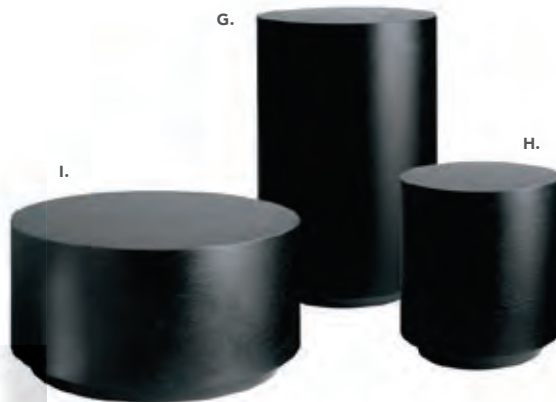
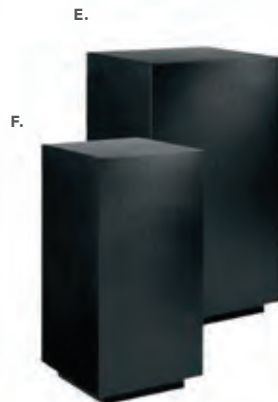
### 4th Side | Table Draped 30"

<b>12404630</b>	Drape Table 4th Side	<b>6'</b> X 30"
<b>12404830</b>	Drape Table 4th Side	<b>8'</b> X 30"

### 4th Side | Table Draped 42"

<b>12404642</b>	Drape Table 4th Side	<b>6'</b> X 42"
<b>12404842</b>	Drape Table 4th Side	<b>8'</b> X 42"

# Product Display



**A) 72056**  
**Display Counter**  
 (black)  
 24"W X 49"L X 42"H

**B) 75079**  
**Orion Computer Kiosk**  
 (black)  
 28"L X 28"D X 40.5"H  
 (computer not included)

**C) 810840**  
**Zoey Barstools**  
 (white, chrome)  
 15"L 16"D 30-34.75"H

**D) 75032**  
**Diplay Cube - Large**  
 (black)  
 24"W X 24"L X 42"H

**E) 75031**  
**Diplay Cube - Medium**  
 (black)  
 18"W X 18"L X 36"H

**F) 75030**  
**Diplay Cube - Small**  
 (black)  
 12"W X 12"L X 42"H

**G) 75022**  
**Diplay Cylinder - High**  
 (black)  
 24"W X 24"L X 36"H

**H) 75021**  
**Diplay Cylinder - Medium**  
 (black)  
 18"W X 18"L X 20"H

**I) 75020**  
**Diplay Cylinder - Low**  
 (black)  
 30"W X 12"L X 15"H  
 available in rectangle sizes

**J) 810947**  
**Pro Executive Guest Chair**  
 (black vinyl)  
 24"L 22"D 36"H

# Product Storage



## RACKS

**A) 750135**  
**Round Literature Rack**  
(black)  
17"W X 17"L X 57"H

**B) 750136**  
**Flat Literature Rack**  
(black)  
10"W X 55"H

## CABINETS

**C) 84080**  
**3 Drawer File Cabinet**  
**on Castors**  
(black metal, laminate)  
16"L 20"D 28"H

**D) 74082**  
**2 Drawer File Cabinet**  
**w/Lock**  
(tan metal)  
15"W X 29"L X 28"H

**E) 74081**  
**4 Drawer File Cabinet**  
**w/Lock**  
(tan metal)  
15"W X 29"L X 50"H



## REFRIGERATORS

**F) 8503001**  
**Large Refrigerator**  
(white) 14.0 cubic feet  
28"W X 28"L X 64"H

**G) 75057**  
**Small Refrigerator**  
4.0 cu feet  
20"W X 22"L X 33"H

# Show & Office Accessories



- A) 10201484**  
**Floor Standing Bulletin Board**  
(black)  
48"W X 96"L X 78"H
- B) 71048**  
**Gas Lift Stool w/ arms**  
(gray, adjustable)  
24"W X 20"L X 46"H  
also available  
**71047 w/o arms**
- C) 220121**  
**Chrome Stanchion w/ 8' Retractable Belt**  
(black, belt) 42"H
- D) 220110**  
**Chrome Bag Rack**  
(3" at center)  
1"W X 41"H X 26"W
- E) 220109**  
**Chrome Coat Tree**  
(21" w at the base)  
8 1/4"W X 69 1/2"H
- F) 220118**  
**Chrome Sign Holder**  
(sign holds)  
22"W X 28"H
- G) 220143**  
**Brushed Aluminum Easel**  
(open 5 1/4"W X 64 1/4"H)  
26"W X 62"H
- H) 220106**  
**Corrugated Wastebasket**  
(black)



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Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
<b>SOFT SEATING</b>						
<b>Naples Group - Black Vinyl</b>						
_____	810119*	Chair.....	449.60	494.55	629.45	_____
_____	830120*	Loveseat.....	603.00	663.30	844.20	_____
_____	830119*	Sofa.....	669.00	735.90	936.60	_____
<b>Munich Group - Gray Fabric</b>						
_____	810150*	Corner Chair.....	545.25	599.80	763.35	_____
_____	810151*	Armless Chair.....	476.65	524.30	667.30	_____
_____	830200*	Armless Loveseat.....	799.50	879.45	1,119.30	_____
_____	830201*	Sectional - 3 Piece.....	1,821.35	2,003.50	2,549.90	_____
<b>Baja Group - White Vinyl</b>						
_____	81050*	Chair.....	512.50	563.75	717.50	_____
_____	83020*	Loveseat.....	563.75	620.15	789.25	_____
_____	83019*	Sofa.....	768.00	844.80	1,075.20	_____
<b>South Beach Group - Platinum Suede</b>						
_____	8301*	Sofa.....	576.55	634.20	807.15	_____
_____	8151*	Ottoman.....	252.75	278.05	353.85	_____
<b>Key Largo Group - Black Fabric</b>						
_____	830950*	Loveseat.....	474.20	521.60	663.90	_____
_____	830951*	Sofa.....	524.35	576.80	734.10	_____
_____	810950*	Chair.....	373.90	411.30	523.45	_____
<b>Allegro Group - Blue Fabric</b>						
_____	81019*	Chair.....	455.40	500.95	637.55	_____
_____	83015*	Sofa.....	726.95	799.65	1,017.75	_____
<b>Fairfax Group - White Vinyl</b>						
_____	810949*	Chair.....	315.40	346.95	441.55	_____
_____	830949*	Sofa.....	503.40	553.75	704.75	_____
<b>Hopi Group - Gray Linen</b>						
_____	810140*	Chair.....	204.95	225.45	286.95	_____
_____	830150*	Loveseat.....	261.85	288.05	366.60	_____
<b>Tangiers Group - Beige Fabric</b>						
_____	810118*	Chair.....	398.40	438.25	557.75	_____
_____	830220*	Loveseat.....	672.35	739.60	941.30	_____
_____	830118*	Sofa.....	558.30	614.15	781.60	_____
<b>CASUAL SEATING</b>						
<b>Ottomans</b>						
_____	815122*	Endless Square - White Vinyl.....	288.25	317.10	403.55	_____
_____	815123*	Endless Square - Black Vinyl.....	288.25	317.10	403.55	_____
_____	815953*	Endless Curve - White Vinyl.....	390.60	429.65	546.85	_____
_____	815952*	Endless Curve - Black Vinyl.....	390.60	429.65	546.85	_____
_____	815119*	Half-Bench - White Vinyl.....	325.70	358.25	456.00	_____
_____	81518*	Vibe Cube - Blue Vinyl.....	131.60	144.75	184.25	_____
_____	81519*	Vibe Cube - Red Vinyl.....	131.60	144.75	184.25	_____

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Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
<b>CASUAL SEATING (cont'd)</b>						
	81525*	Vibe Cube - Orange Vinyl.....	131.60	144.75	184.25	
	81520*	Vibe Cube - Pink Vinyl.....	131.60	144.75	184.25	
	81517*	Vibe Cube - Yellow Vinyl.....	131.60	144.75	184.25	
	81530*	Vibe Cube - Black Vinyl.....	115.00	126.50	161.00	
	81531*	Vibe Cube - White Vinyl.....	115.00	126.50	161.00	
	81532*	Vibe Cube - Steel Blue Vinyl.....	131.60	144.75	184.25	
	81533*	Vibe Cube - Silver Vinyl.....	131.60	144.75	184.25	
	81534*	Vibe Cube - Purple Vinyl.....	131.60	144.75	184.25	
	815151*	Marche Swivel - Gray Fabric.....	202.10	222.30	282.95	
	815154*	Marche Swivel - Red Fabric.....	202.10	222.30	282.95	
	815159*	Marche Swivel - Blue Fabric.....	202.10	222.30	282.95	
	815152*	Marche Swivel - Linen Fabric.....	202.10	222.30	282.95	
	815157*	Marche Swivel - Meadow Green Fabric.....	202.10	222.30	282.95	
	815158*	Marche Swivel - Pear Yellow Fabric.....	202.10	222.30	282.95	
	815156*	Marche Swivel - Plum Fabric.....	202.10	222.30	282.95	
	815153*	Marche Swivel - Raspberry Fabric.....	202.10	222.30	282.95	
	815155*	Marche Swivel - Rose Quartz Fabric.....	202.10	222.30	282.95	
	815150*	Marche Swivel - White Vinyl.....	202.10	222.30	282.95	
	815160*	Marche Swivel - Orange Fabric.....	202.10	222.30	282.95	
	81526*	Edge LED Cube - High Density Plastic.....	184.50	202.95	258.30	
<b>Banquettes</b>						
	8506*	Center Cone w/Electrical Charging Outlet.....	549.35	604.30	769.10	
	8507*	Quarter Curve Ottoman.....	363.15	399.45	508.40	
<b>Beverly Bench Ottomans</b>						
	81550*	Black Vinyl.....	405.45	446.00	567.65	
	81551*	Brown Fabric.....	405.45	446.00	567.65	
	81552*	Gray Fabric.....	405.45	446.00	567.65	
	81553*	Linen Fabric.....	405.45	446.00	567.65	
	81554*	Ocean Blue Fabric.....	405.45	446.00	567.65	
	81555*	Red Fabric.....	405.45	446.00	567.65	
	81556*	White Vinyl.....	405.45	446.00	567.65	
<b>Accent Chairs</b>						
	71089	Black Diamond Side Chair.....	143.10	157.40	200.35	
	71090	Black Diamond Arm Chair.....	167.25	184.00	234.15	
	810861*	Laguna Chair - Maple/Chrome.....	125.05	137.55	175.05	
	210108	Limerick® Chair by Herman Miller.....	75.95	83.55	106.35	
	8102*	Madrid Chair - Black Vinyl/Chrome.....	720.65	792.70	1,008.90	
	810816*	Madrid Chair - White Vinyl/Chrome.....	720.65	792.70	1,008.90	
	810948*	Meeting Chair - White Vinyl.....	259.00	284.90	362.60	
	810835*	Meeting Chair - Espresso Vinyl.....	194.75	214.25	272.65	
	810836*	Meeting Chair - Taupe Microfiber.....	254.85	280.35	356.80	
	8103*	Key West Tub Chair - Black Fabric.....	361.80	398.00	506.50	
	810164*	Marina Chair - White Vinyl.....	134.00	147.40	187.60	
	810160*	Marina Chair - Black Vinyl.....	134.00	147.40	187.60	
	810161*	Marina Chair - Brown Fabric.....	134.00	147.40	187.60	
	810162*	Marina Chair - Ocean Blue Fabric.....	134.00	147.40	187.60	
	810163*	Marina Chair - Red Fabric.....	134.00	147.40	187.60	

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COMPANY NAME: \_\_\_\_\_ BOOTH #: \_\_\_\_\_ BOOTH SIZE: X

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Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
<b>Occasional Chairs (cont.)</b>						
	810131*	Malba Chair - Gray Molded Plastic.....	87.40	96.15	122.35	
	810130*	Malba Chair - Green Molded Plastic.....	87.40	96.15	122.35	
	810846*	Christopher Chair - White Vinyl/Chrome.....	106.60	117.25	149.25	
	810851*	Zenith Chair - White/Chrome.....	141.45	155.60	198.05	
	810841*	Rustique Chair - Gunmetal.....	112.75	124.05	157.85	
	810837*	Razor Armless Chair - White High Density Plastic....	52.20	57.40	73.10	
	810875*	Swanson Swivel Chair - White Vinyl.....	245.05	269.55	343.05	
	81083*	Blade Chair - Sky Blue.....	74.00	81.40	103.60	
	81082*	Blade Chair - Red.....	74.00	81.40	103.60	
	810810*	Berlin Stack Chair - White & Black Plastic/Chrome...	98.40	108.25	137.75	
	81093*	Lucent Chair - Frosted Acrylic.....	186.00	204.60	260.40	
	810145*	Wentworth Chair - Brown Vinyl.....	238.00	261.80	333.20	
<b>Executive Seating</b>						
	71046	Gray Gaslift Chair With Arms.....	253.20	278.50	354.50	
	71045	Gray Gaslift Chair Without Arms.....	258.95	284.85	362.55	
	810874*	La Brea Swivel Chair - Charcoal Gray Fabric.....	287.70	316.45	402.80	
	81063*	Altura Conference/Guest Chair - Black Fabric/Black Steel.....	288.25	317.10	403.55	
	810844*	Pro Executive High Back Chair - White Vinyl.....	254.70	280.15	356.60	
	810946*	Pro Executive High Back Chair - Black Vinyl.....	259.00	284.90	362.60	
	810945*	Pro Executive Mid Back Chair - White Vinyl.....	321.70	353.85	450.40	
	810944*	Pro Executive Mid Back Chair - Black Vinyl.....	315.70	347.25	442.00	
	810947*	Pro Executive Guest Chair - Black Vinyl.....	336.30	369.95	470.80	
<b>Barstools</b>						
	71088	Black Diamond Stool.....	199.85	219.85	279.80	
	71048	Gray Gaslift Stool with Arms.....	330.05	363.05	462.05	
	71047	Gray Gaslift Stool without Arms.....	292.65	321.90	409.70	
	810860*	Laguna Barstool - Maple/Chrome.....	157.85	173.65	221.00	
	210109	Limerick® Stool by Herman Miller.....	133.05	146.35	186.25	
	810872*	Lift Barstool - Gray Vinyl/Chrome.....	148.30	163.15	207.60	
	810873*	Lift Barstool - Red Vinyl/Chrome.....	148.30	163.15	207.60	
	810871*	Lift Barstool - Black Vinyl/Chrome.....	148.30	163.15	207.60	
	810870*	Lift Barstool - White Vinyl/Chrome.....	148.30	163.15	207.60	
	810951*	Apex Barstool - Black Vinyl.....	186.55	205.20	261.15	
	810952*	Apex Barstool - Blue Ultra Suede.....	186.55	205.20	261.15	
	810953*	Apex Barstool - Red Vinyl.....	186.55	205.20	261.15	
	810954*	Apex Barstool - White Vinyl.....	186.55	205.20	261.15	
	810103*	Banana Barstool - White Vinyl/Chrome.....	171.30	188.45	239.80	
	810104*	Banana Barstool - Black Vinyl/Chrome.....	171.30	188.45	239.80	
	810850*	Zenith Barstool - White/Chrome.....	141.40	155.55	197.95	
	810840*	Zoey Barstool - White Vinyl/Chrome.....	277.85	305.65	389.00	
	810834*	Zoey Barstool - Black Vinyl/Chrome.....	277.85	305.65	389.00	
	810848*	Christopher Barstool - White Vinyl/Chrome.....	192.20	211.40	269.10	
	810202*	Shark Swivel Barstool - White Plastic/Chrome.....	304.95	335.45	426.95	
	810839*	Rustique Barstool - Gunmetal.....	112.75	124.05	157.85	
	810201*	Oslo Barstool - White Plastic/Chrome.....	217.25	239.00	304.15	
	81080*	Blade Barstool - Red.....	148.00	162.80	207.20	
	81081*	Blade Barstool - Sky Blue.....	148.00	162.80	207.20	
	81092*	Lucent Barstool - Frosted Acrylic.....	198.00	217.80	277.20	
	810135*	Task Stool - Black Fabric.....	164.00	180.40	229.60	

NAME OF SHOW: #TECH SUPERSHOW 2020 / FEBRUARY 12 - 14, 2020

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Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
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**Draped Tables & Counters**

<b>Draped Tables</b> - Tables are 24" wide <input type="checkbox"/> Black <input type="checkbox"/> Blue <input type="checkbox"/> Brown <input type="checkbox"/> Green <input type="checkbox"/> Flax <input type="checkbox"/> Gold <input type="checkbox"/> Gray <input type="checkbox"/> Plum <input type="checkbox"/> Red <input type="checkbox"/> White					
-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--	--	--	--	--

_____	124330	Draped Table 3'L x 30"H.....	N/A	N/A	N/A	_____
_____	124430	Draped Table 4'L x 30"H.....	150.85	165.95	211.20	_____
_____	124630	Draped Table 6'L x 30"H.....	188.55	207.40	263.95	_____
_____	124830	Draped Table 8'L x 30"H.....	235.70	259.25	330.00	_____
_____	12404630	4th Side Drape 6'L x 30"H.....	32.65	35.90	45.70	_____
_____	12404830	4th Side Drape 8'L x 30"H.....	32.65	35.90	45.70	_____
_____	124342	Draped Counter 3'L x 42"H.....	N/A	N/A	N/A	_____
_____	124442	Draped Counter 4'L x 42"H.....	192.30	211.55	269.20	_____
_____	124642	Draped Counter 6'L x 42"H.....	240.35	264.40	336.50	_____
_____	124842	Draped Counter 8'L x 42"H.....	300.45	330.50	420.65	_____
_____	12404642	4th Side Drape 6'L x 42"H.....	32.65	35.90	45.70	_____
_____	12404842	4th Side Drape 8'L x 42"H.....	32.65	35.90	45.70	_____

**Undraped Tables & Counters**

_____	125330	Undraped Table 3'L x 30"H.....	N/A	N/A	N/A	_____
_____	125430	Undraped Table 4'L x 30"H.....	56.85	62.55	79.60	_____
_____	125630	Undraped Table 6'L x 30"H.....	71.05	78.15	99.45	_____
_____	125830	Undraped Table 8'L x 30"H.....	88.80	97.70	124.30	_____
_____	125342	Undraped Counter 3'L x 42"H.....	N/A	N/A	N/A	_____
_____	125442	Undraped Counter 4'L x 42"H.....	94.05	103.45	131.65	_____
_____	125642	Undraped Counter 6'L x 42"H.....	117.55	129.30	164.55	_____
_____	125842	Undraped Counter 8'L x 42"H.....	146.95	161.65	205.75	_____

**Table Top Risers - Risers are 8" wide**

_____	1504100	Black 4'L x 7"H Corrugated Riser.....	36.70	40.35	51.40	_____
_____	1504101	White 4'L x 7"H Corrugated Riser.....	36.70	40.35	51.40	_____
_____	1506100	Black 6'L x 7"H Corrugated Riser.....	45.85	50.45	64.20	_____
_____	1506101	White 6'L x 7"H Corrugated Riser.....	45.85	50.45	64.20	_____
_____	1508100	Black 8'L x 7"H Corrugated Riser.....	57.35	63.10	80.30	_____
_____	1508101	White 8'L x 7"H Corrugated Riser.....	57.35	63.10	80.30	_____
_____	1504200	Black 4'L x 14"H Corrugated Riser.....	56.20	61.80	78.70	_____
_____	1504201	White 4'L x 14"H Corrugated Riser.....	56.20	61.80	78.70	_____
_____	1506200	Black 6'L x 14"H Corrugated Riser.....	70.25	77.30	98.35	_____
_____	1506201	White 6'L x 14"H Corrugated Riser.....	70.25	77.30	98.35	_____
_____	1508200	Black 8'L x 14"H Corrugated Riser.....	87.85	96.65	123.00	_____
_____	1508201	White 8'L x 14"H Corrugated Riser.....	87.85	96.65	123.00	_____

**Pedestal Tables - Soho Series**

_____	72069	Black Top Cafe Table - 30"H x 24"W.....	243.55	267.90	340.95	_____
_____	72067	Black Top Cafe Table - 30"H x 36"W.....	243.55	267.90	340.95	_____
_____	72066	Black Top Mini Table - 18"H x 18"W.....	191.95	211.15	268.75	_____
_____	72070	Black Top Bistro Table - 42"H x 24"W.....	307.95	338.75	431.15	_____
_____	72068	Black Top Bistro Table - 42"H x 36"W.....	320.50	352.55	448.70	_____

**Pedestal Tables - Chelsea Series**

_____	72063	Butcher Block Top Cafe Table - 30"H x 30"W.....	221.95	244.15	310.75	_____
_____	72064	Butcher Block Top Cafe Table - 30"H x 36"W.....	221.95	244.15	310.75	_____

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NAME OF SHOW: **#TECH SUPERSHOW 2020 / FEBRUARY 12 - 14, 2020**

COMPANY NAME:	BOOTH #:	BOOTH SIZE:	X
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Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
<b>Pedestal Tables - Chelsea Series (continued)</b>						
	720163	Butcher Block Top Bistro Table - 42"H x 30"W.....	283.05	311.35	396.25	
	720164	Butcher Block Top Bistro Table - 42"H x 36"W.....	283.05	311.35	396.25	
<b>Pedestal Tables</b>						
	8201208*	Hydraulic Base Cafe Table - Maple.....	315.70	347.25	442.00	
	8201207*	Hydraulic Base Bar Table - Maple.....	328.00	360.80	459.20	
	8201209*	Hydraulic Base Cafe Table - Graphite.....	350.55	385.60	490.75	
	8201211*	Hydraulic Base Bar Table - Graphite.....	360.80	396.90	505.10	
	8201206*	Hydraulic Base Cafe Table - Maple.....	358.75	394.65	502.25	
	8201205*	Hydraulic Base Bar Table - Maple.....	356.70	392.35	499.40	
	820126*	Hydraulic Base Cafe Table - White Laminate.....	358.75	394.65	502.25	
	820125*	Hydraulic Base Bar Table - White Laminate.....	375.15	412.65	525.20	
	820241*	Madison Hydraulic Base Cafe Table - Gray Acajou.	280.20	308.20	392.30	
	820240*	Madison Hydraulic Base Bar Table - Gray Acajou...	280.20	308.20	392.30	
	820265*	Madison Cafe Table - Gray Acajou.....	221.15	243.25	309.60	
	820264*	Madison Bar Table - Gray Acajou.....	242.20	266.40	339.10	
	8201220*	30" Cafe Table Black Base - White Laminate.....	235.15	258.65	329.20	
	8201221*	30" Bar Table Black Base - White Laminate.....	252.95	278.25	354.15	
	8201222*	30" Bar Table Chrome Base - White Laminate.....	362.25	398.50	507.15	
	8201223*	30" Cafe Table Chrome Base - White Laminate.....	362.25	398.50	507.15	
	820920*	30" Bar Table Chrome Hydraulic Base - Red.....	280.20	308.20	392.30	
	820921*	30" Cafe Table Chrome Hydraulic Base - Red.....	280.20	308.20	392.30	
	820922*	30" Bar Table Chrome Hydraulic Base - Graphite.....	280.20	308.20	392.30	
	820923*	30" Cafe Table Chrome Hydraulic Base - Graphite....	280.20	308.20	392.30	
	820924*	30" Bar Table Chrome Hydraulic Base - Silver.....	341.90	376.10	478.65	
	820925*	30" Cafe Table Chrome Hydraulic Base - Silver.....	341.90	376.10	478.65	
	820930*	30" Bar Table w/ Hydraulic Base - Blue.....	274.00	301.40	383.60	
	820931*	30" Bar Table w/ Black Base - Blue.....	218.00	239.80	305.20	
	820932*	30" Bar Table w/ Hydraulic Base - Wood.....	334.00	367.40	467.60	
	820933*	30" Bar Table w/ Black Base - Wood.....	232.00	255.20	324.80	
	820940*	30" Cafe Table w/ Hydraulic Base - Blue.....	274.00	301.40	383.60	
	820941*	30" Cafe Table w/ Black Base - Blue.....	196.00	215.60	274.40	
	820942*	30" Cafe Table w/ Hydraulic Base - Wood.....	334.00	367.40	467.60	
	820943*	30" Cafe Table w/ Black Base - Wood.....	212.00	233.20	296.80	
<b>Accent Tables</b>						
	82015*	Silverado End Table - Tempered Glass/Painted Steel.....	231.90	255.10	324.65	
	82014*	Silverado Cocktail Table - Tempered Glass/Painted Steel.....	246.50	271.15	345.10	
	820252*	Alondra End Table - Glass/Chrome.....	204.95	225.45	286.95	
	820250*	Alondra Cocktail Table - Glass/Chrome.....	284.40	312.85	398.15	
	820253*	Alondra End Table - Wood/Chrome.....	204.95	225.45	286.95	
	820251*	Alondra Cocktail Table - Wood/Chrome.....	284.40	312.85	398.15	
	8201224*	Atomic 36" Round Table - Glass/Chrome.....	316.50	348.15	443.10	
	8201225*	Atomic 42" Round Table - Glass/Chrome.....	316.50	348.15	443.10	
	82028*	Geo End Table - Wood/Black Steel.....	242.75	267.05	339.85	
	82027*	Geo Cocktail Table - Wood/Black Steel.....	247.85	272.65	347.00	
	82035*	Geo End Table - Glass/Chrome.....	178.35	196.20	249.70	



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Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
<b>Accent Tables (continued)</b>						
_____	82034*	Geo Cocktail Table - Glass/Chrome.....	196.80	216.50	275.50	_____
_____	82054*	Sydney End Table - Black Laminate/Brushed Steel..	215.25	236.80	301.35	_____
_____	82055*	Sydney End Table - White Laminate/Brushed Steel..	215.25	236.80	301.35	_____
_____	82052*	Sydney Cocktail Table - Black Laminate/Brushed Steel.....	262.40	288.65	367.35	_____
_____	82053*	Sydney Cocktail Table - White Laminate/Brushed Steel.....	262.40	288.65	367.35	_____
_____	82079*	Sydney End Table - Blue Laminate/Brushed Steel....	214.00	235.40	299.60	_____
_____	82080*	Sydney End Table - Wood Laminate/Brushed Steel..	214.00	235.40	299.60	_____
_____	82077*	Sydney Cocktail Table - Blue Laminate/Brushed Steel.....	258.00	283.80	361.20	_____
_____	82078*	Sydney Cocktail Table - Wood Laminate/Brushed Steel.....	258.00	283.80	361.20	_____
_____	82075*	Regis End Table - Brushed Metal.....	219.30	241.25	307.00	_____
_____	82074*	Regis Bench Table - Brushed Metal.....	309.15	340.05	432.80	_____
_____	820844*	Aura Round Table - White Metal.....	119.15	131.05	166.80	_____
_____	82057*	Edge LED Cube Table-White Plastic/Clear Acrylic....	184.50	202.95	258.30	_____
_____	82043*	Geo Square-Round Table - Glass/Black Steel.....	287.00	315.70	401.80	_____
_____	82044*	Geo Square-Round Table - Glass/Chrome.....	287.00	315.70	401.80	_____
_____	82088*	Oliver End Table - Walnut Finish.....	215.25	236.80	301.35	_____
_____	82087*	Oliver Table - Walnut Finish.....	241.90	266.10	338.65	_____
_____	8201226*	Rustique Square Metal Bar Table - Gray.....	278.35	306.20	389.70	_____
<b>Conference Tables</b>						
_____	82041*	Geo Conference Table - Glass/Black Steel.....	391.55	430.70	548.15	_____
_____	82051*	Geo Conference Table - Glass/Chrome.....	348.85	383.75	488.40	_____
_____	820260*	Madison Conference Table - Gray Acajou.....	378.75	416.65	530.25	_____
_____	820708*	42" Round Conference Table - White Laminate.....	374.10	411.50	523.75	_____
_____	820203*	6' Oval Conference Table - Graphite.....	508.40	559.25	711.75	_____
_____	820261*	Madison 5' Conference Table - Gray Acajou.....	458.85	504.75	642.40	_____
_____	820262*	Madison 8' Conference Table - Gray Acajou.....	916.40	1,008.05	1,282.95	_____
_____	820263*	Madison 10' Conference Table - Gray Acajou.....	916.40	1,008.05	1,282.95	_____
_____	820951*	Ventura Bar Table - Maple w/ Grommets.....	651.55	716.70	912.15	_____
_____	820952*	Ventura Communal Bar Table - Black.....	672.40	739.65	941.35	_____
_____	820953*	Ventura Bar Table - White w/ Grommets.....	651.55	716.70	912.15	_____
_____	820954*	Ventura Communal Bar Table - Maple.....	651.50	716.65	912.10	_____
_____	820956*	Ventura Communal Bar Table - White.....	651.55	716.70	912.15	_____
_____	820963*	Ventura Communal Cafe Table - Maple.....	454.00	499.40	635.60	_____
_____	820960*	Ventura Cafe Table - Maple w/ Grommets.....	636.00	699.60	890.40	_____
_____	820961*	Ventura Cafe Table - White w/ Grommets.....	636.00	699.60	890.40	_____
_____	820966*	Ventura Communal Cafe Table - White.....	454.00	499.40	635.60	_____
_____	820962*	Ventura Communal Cafe Table - Black.....	454.00	499.40	635.60	_____
<b>Office</b>						
_____	84075*	Madison Desk - Gray Acajou.....	547.35	602.10	766.30	_____
_____	84077*	Madison Credenza - Gray Acajou.....	457.15	502.85	640.00	_____
_____	84078*	Madison Bookcase - Gray Acajou.....	389.50	428.45	545.30	_____
<b>Computer Desks/Tables</b>						
_____	820706*	Work Desk - White Laminate.....	321.85	354.05	450.60	_____
_____	820707*	Merlin Table - Gray Laminate.....	335.45	369.00	469.65	_____

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**POWERED**

**Powered Seating**

_____	810120*	Naples Chair, Powered - Black Vinyl.....	637.10	700.80	891.95	_____
_____	830122*	Naples Loveseat, Powered - Black Vinyl.....	856.45	942.10	1,199.05	_____
_____	830121*	Naples Sofa, Powered - Black Vinyl.....	985.95	1,084.55	1,380.35	_____
_____	81021*	Roma Chair, Powered - White Vinyl.....	637.10	700.80	891.95	_____
_____	83017*	Roma Sofa, Powered - White Vinyl.....	985.95	1,084.55	1,380.35	_____

**Powered Tables**

_____	820950*	Ventura Communal Bar Table, Powered - Black.....	832.30	915.55	1,165.20	_____
_____	820955*	Ventura Communal Bar Table, Powered - White.....	756.30	831.95	1,058.80	_____
_____	820964*	Ventura Communal Cafe Table, Powered - Black.....	564.00	620.40	789.60	_____
_____	820965*	Ventura Communal Cafe Table, Powered - White.....	564.00	620.40	789.60	_____
_____	84083*	Tech Desk w/ 3 Drawer File Cabinet, Powered - Black Metal.....	568.15	624.95	795.40	_____
_____	84084*	Tech Desk, Powered - Black Metal.....	499.25	549.20	698.95	_____
_____	82076*	Sydney Cocktail Table, Powered - Black.....	386.45	425.10	541.05	_____
_____	82073*	Sydney Cocktail Table, Powered - White.....	386.45	425.10	541.05	_____

**Powered Pedestals**

_____	85060*	Powered Locking Pedestal 36" H, Black.....	465.80	512.40	652.10	_____
_____	85061*	Powered Locking Pedestal 36" H, White.....	465.80	512.40	652.10	_____
_____	85062*	Powered Locking Pedestal 42" H, Black.....	555.65	611.20	777.90	_____
_____	85063*	Powered Locking Pedestal 42" H, White.....	555.65	611.20	777.90	_____
_____	820710*	Wireless Charging Table, Powered.....	450.00	495.00	630.00	_____

**Midtown Counters & Bars**

_____	850103*	Midtown Powered Counter Unlighted - Pewter.....	1,440.00	1,584.00	2,016.00	_____
_____	850102*	Midtown Powered Counter Lighted w/ Plug-In - Pewter.....	1,676.00	1,843.60	2,346.40	_____
_____	850101*	Midtown Bar Unlighted - Pewter.....	1,290.00	1,419.00	1,806.00	_____
_____	850100*	Midtown Bar Lighted w/ Plug-In - Pewter.....	1,532.00	1,685.20	2,144.80	_____

**DISPLAY & ACCESSORIES**

**Product Storage**

_____	84080*	3 Door File Cabinet on Castors - Black .....	173.35	190.70	242.70	_____
_____	74082	File Cabinet w/Lock - Two Drawer - Standard Size...	142.45	156.70	199.45	_____
_____	74081	File Cabinet w/Lock - Four Drawer - Standard Size..	184.05	202.45	257.65	_____
_____	85020*	Posh Shelving w/ Chrome Frame - White.....	506.35	557.00	708.90	_____

**Refrigerator**

_____	75057	Small Refrigerator.....	479.50	527.45	671.30	_____
_____	8503001*	Refrigerator - White.....	711.35	782.50	995.90	_____

**Lighting**

_____	850707*	Mason Table Lamp - White/Brushed Silver.....	143.50	157.85	200.90	_____
_____	850708*	Mason Floor Lamp - White/Brushed Silver.....	211.15	232.25	295.60	_____

**FREEMAN furnishings**

Take advantage of the Online price  
by ordering at [www.freeman.com](http://www.freeman.com) before  
JANUARY 21, 2020

NAME OF SHOW: **#TECH SUPERSHOW 2020 / FEBRUARY 12 - 14, 2020**

COMPANY NAME: \_\_\_\_\_ BOOTH #: \_\_\_\_\_ BOOTH SIZE: X  
 CONTACT NAME : \_\_\_\_\_ PHONE #: \_\_\_\_\_  
 E-MAIL ADDRESS : \_\_\_\_\_

For Assistance, please call (407) 816-7900 to speak with one of our experts.

**For fast, easy ordering, go to [www.freeman.com](http://www.freeman.com)**

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
<b>DISPLAY &amp; ACCESSORIES</b>						
<b>Display</b>						
_____	75020	Display Cylinder - Black - Low.....	217.25	239.00	304.15	_____
_____	75021	Display Cylinder - Black - Medium.....	255.10	280.60	357.15	_____
_____	75022	Display Cylinder - Black - High.....	293.55	322.90	410.95	_____
_____	75030	Display Cube - Black - 12" Small.....	248.40	273.25	347.75	_____
_____	75031	Display Cube - Black - 18" Medium.....	270.00	297.00	378.00	_____
_____	75032	Display Cube - Black - 24" Large.....	320.85	352.95	449.20	_____
_____	75079	Orion Computer Kiosk - Black.....	472.50	519.75	661.50	_____
_____	72056	Display Counter - Black.....	523.20	575.50	732.50	_____
<b>Boxwood Hedges</b>						
_____	85030*	7' Boxwood Hedge.....	640.00	704.00	896.00	_____
_____	85035*	4' Boxwood Hedge.....	350.00	385.00	490.00	_____
<b>Accessories</b>						
_____	220121	Chrome Stanchion w/ 8' Retractable Belt.....	109.60	120.55	153.45	_____
_____	220118	Chrome Sign Holder.....	109.60	120.55	153.45	_____
_____	750135	Round Literature Rack.....	227.45	250.20	318.45	_____
_____	750136	Flat Literature Rack.....	194.25	213.70	271.95	_____
_____	220109	Chrome Coat Tree.....	73.05	80.35	102.25	_____
_____	220134	Aluminum Easel.....	46.70	51.35	65.40	_____
_____	220110	Chrome Bag Rack.....	111.70	122.85	156.40	_____
_____	10201484	Floor Standing Bulletin Board.....	267.30	294.05	374.20	_____
_____	220106	Corrugated Wastebasket.....	20.00	22.00	28.00	_____
<b>Special Drape</b>						
<input type="checkbox"/> Black <input type="checkbox"/> Blue <input type="checkbox"/> Brown <input type="checkbox"/> Green <input type="checkbox"/> Flax <input type="checkbox"/> Gold <input type="checkbox"/> Gray <input type="checkbox"/> Plum <input type="checkbox"/> Red <input type="checkbox"/> White						
_____	12103	Special Drape 3'H (per ft.).....	23.55	25.90	32.95	_____
_____	12108	Special Drape 8'H (per ft.).....	29.20	32.10	40.90	_____

TOTAL COST		
_____	+	_____ = _____
Sub-Total		7% Tax      Total Cost

Taxes: Due to varying taxes across counties and cities for various categories, applicable taxes will be applied to your order accordingly based on the jurisdictions of the show city.

\*Asterisk indicates item is a Freeman Select furnishing

# FREEMAN

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**ONLINE PRICE**  
**DISCOUNT PRICE**  
**DEADLINE DATE**  
**JANUARY 21, 2020**

**INCLUDE THE FREEMAN METHOD OF  
PAYMENT FORM WITH YOUR ORDER**

NAME OF SHOW: **#TECH SUPERSHOW 2020 / FEBRUARY 12 - 14, 2020**

COMPANY NAME: \_\_\_\_\_ BOOTH #: \_\_\_\_\_

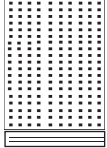
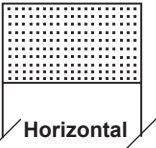
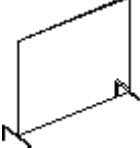
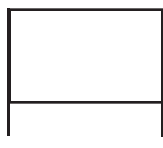


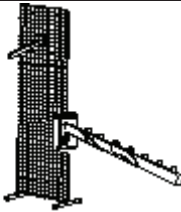
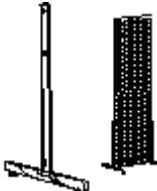

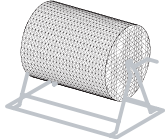
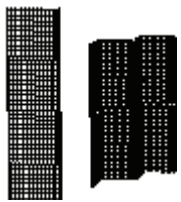

CONTACT NAME: \_\_\_\_\_ PHONE #: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

For Assistance, please call 407-816-7900 to speak with one of our experts.

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## ACCESSORIES

 <b>Vertical</b> <b>PERFBOARD - SINGLE SIDED</b>	 <b>Horizontal</b> <b>PERFBOARD - SINGLE SIDED</b>	 <b>CHROME GARMENT RACK</b>	 <b>BULLETIN BOARD</b>
 <b>2 WAY STRAIGHT ARM</b>	 <b>4 WAY SLANT ARM</b>	 <b>GRID ACCESSORIES</b>	 <b>GRID LEGS</b>
 <b>PERFBOARD HOOKS AND ACCESSORIES</b>	 <b>TICKET TUMBLER</b>	 <b>2' x 8' GRID PANELS</b>	 <b>4 WAY CONNECTORS</b>

Qty	Part #	Description	Online Special	Discount Price	Standard Price	Total
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### PERFBOARD / BULLETIN BOARDS

___	10201180	1M x 8'H Single Side-Vert....	<b>\$267.30</b>	294.05	374.20	___
___	10201182	1/2M x 8'H Single Side-Vert...	<b>\$158.00</b>	173.80	221.20	___
___	10201482	4' x 8' Double Sided-Horz...	<b>\$267.30</b>	294.05	374.20	___
___	10201484	Bulletin Board.....	<b>\$267.30</b>	294.05	374.20	___
___	10202	Loop Hook per dozen.....	<b>\$10.85</b>	11.95	15.20	___
___	10203	Single Hook per dozen.....	<b>\$23.50</b>	25.85	32.90	___
___	10204	Double Hook per dozen.....	<b>\$10.85</b>	11.95	15.20	___

### GRIDS

___	103028	Chrome Grid.....	<b>\$124.60</b>	137.05	174.45	___
___	103010	Black Grid.....	<b>\$124.60</b>	137.05	174.45	___
___	103029	Grid Legs - Chrome.....	<b>\$48.00</b>	52.80	67.20	___
___	103029	Grid Legs - Black.....	<b>\$48.00</b>	52.80	67.20	___
___	103030	Grid Connectors.....	<b>\$15.60</b>	17.15	21.85	___

Qty	Part #	Description	Online Special	Discount Price	Standard Price	Total
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### GRIDS (continued)

___	10307	7-Ball Waterfall.....	<b>\$22.50</b>	24.75	31.50	___
___	10403	2-way Straight Arm.....	<b>\$158.90</b>	174.80	222.45	___
___	10402	2-way Slant Arm.....	<b>\$158.90</b>	174.80	222.45	___
___	10404	4-way Slant Arm.....	<b>\$204.70</b>	225.15	286.60	___

### ACCESSORIES

___	10405	Garment Rack.....	<b>\$81.90</b>	90.10	114.65	___
___	15905	Fish Bowl.....	<b>\$45.60</b>	50.15	63.85	___
___	6605	40 Gallon Trash Receptacle	<b>\$178.80</b>	196.70	140.00	___
___	159011	Ticket Tumbler - Small.....	<b>\$103.45</b>	113.80	144.85	___
___	159020	Ballot Box 12"x12" square....	<b>\$80.20</b>	88.20	112.30	___
___	159021	Ballot Box 18"x18" square...	<b>\$101.70</b>	111.85	142.40	___
___	15104	Pad Lock.....	<b>\$66.10</b>	72.70	92.55	___

### TOTAL COST

**Sub-Total** \_\_\_\_\_ + **Tax (7.0%)** \_\_\_\_\_ = **TOTAL** \_\_\_\_\_

Don't see what you need?  
Please call an Exhibitor Services Representative @ 407-816-7900.

# FREEMAN

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(407) 816-7900 • Fax: (469) 621-5605

**ONLINE PRICE**  
**DISCOUNT PRICE**  
**DEADLINE DATE**  
**JANUARY 21, 2020**

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NAME OF SHOW: **#TECH SUPERSHOW 2020 / FEBRUARY 12 - 14, 2020**

COMPANY NAME: \_\_\_\_\_ BOOTH #: \_\_\_\_\_

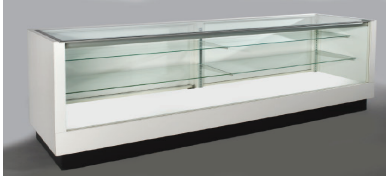
CONTACT NAME: \_\_\_\_\_ PHONE #: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

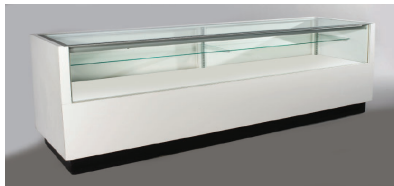
For Assistance, please call (407) 816-7900 to speak with one of our experts.

For fast, easy ordering, go to [www.freeman.com](http://www.freeman.com)

## SHOWCASES



**FULL VISION CASE**



**HALF VISION CASE**



**TOWER CASE**

**QUARTER VISION CASE**



**CORNER VISION CASE**

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
<b>FULL VISION CASE</b>						
1-8" & 1-10" Glass Shelves with Adjustable Brackets						
26" High Front Glass Display Section						
Case is 20" Deep						
Available in 4', 5' and 6' lengths						
_____	101043	4'.....	\$580.45	\$638.50	\$812.65	\$ _____
101051	5'.....	\$580.45	\$638.50	\$812.65	\$ _____	
_____	101061	6'.....	\$580.45	\$638.50	\$812.65	\$ _____

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
<b>HALF VISION CASE</b>						
1-10" Glass Shelf with Adjustable Brackets						
17" High Front Glass Display Section						
Case is 20" Deep						
Available in 4', 5' and 6' lengths						
_____	101042	4'.....	\$580.45	\$638.50	\$812.65	\$ _____
_____	101050	5'.....	\$580.45	\$638.50	\$812.65	\$ _____
_____	101060	6'.....	\$580.45	\$638.50	\$812.65	\$ _____

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
<b>TOWER CASE</b>						
Dimensions are 20"L x 20"D x 80"H						
3 Glass Shelves						
Lights						
Locks						
Available in 20 x 20 Square Only						
_____	1010200	20 x 20.....	\$614.25	\$675.70	\$859.95	\$ _____

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
<b>QUARTER VISION CASE</b>						
9 5/16" High Front Glass Display Section						
Case is 20" Deep						
Available in 4', 5' and 6' lengths						
_____	101044	4'.....	\$580.45	\$638.50	\$812.65	\$ _____
_____	101052	5'.....	\$580.45	\$638.50	\$812.65	\$ _____
_____	101062	6'.....	\$580.45	\$638.50	\$812.65	\$ _____

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
<b>CORNER VISION CASE</b>						
Includes Rear Access and Glass Shelf with Adjustable Brackets						
Case is 10" Deep x 33" at the longest point						
Available in HALF Size						
_____	101090	Half.....	\$580.45	\$638.50	\$812.65	\$ _____

- PLEASE NOTE:**
- Include the Freeman Method of Payment form with your order
  - All Showcases are 20"D x 38"H, have lights, locks, sliding doors, white exterior, and white interior frames.
  - All keys must be left with the showcase or a charge of \$10.00 will be assessed.
  - Electrical hook-up service is NOT included. Please order this from the electrical contractor.
  - Remember to order in advance to save time, money and ensure availability. Rental prices are for the duration of the show and include delivery to and removal from your booth space.

TOTAL COST		
Sub-Total	+ Tax (7.0)	= TOTAL

FREEMAN showcases

Take advantage of the Online price by ordering at [www.freeman.com](http://www.freeman.com) by JANUARY 21, 2020.



# FROM THE GROUND UP

Engage your audience from the moment they set foot in your exhibit with custom carpets. Our colorfast carpeting boasts a consistent shade every time and the padding exceeds industry standards, ensuring that you'll be floored by the quality. Custom options can be ordered and include borders, patterns and logo applications in both our classic and prestige carpeting lines.

**Sustainability Tip:**

 DARKER COLORED CARPETS SUCH AS BLACK AND GRAY AND THE TWO-TONED CARPET ARE MADE OF 20-25% RECYCLED CONTENT. RENTING CARPET FROM FREEMAN MINIMIZES YOUR SHIPPING FOOTPRINT.

- Colorfast carpet technology guarantees a uniform and professional look throughout the life of your exhibit
- Diverse customization options guarantee the fulfillment of your brand standards
- All carpet and padding is manufactured with recycled material
- Rental prices are all-inclusive so there are never hidden charges for material handling or pickup
- Renting carpet from Freeman minimizes your shipping footprint.



Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to [freeman.com](http://freeman.com)

## PRESTIGE CARPET

Freeman's prestige carpet combines plush comfort with durable soil and stain resistance, perfect for high-traffic areas. Five popular colors are available in a luxurious 40-ounce weight and all nine designer colors are available in a 28-ounce weight.


Freeman's prestige carpet packages include new 10-foot-wide carpet, delivery, Visqueen covering, installation, carpet tape, carpet removal and all carpet material handling fees. Prestige carpet is one time use. The carpet for your booth will be brand new and recycled at the end of the show. Price includes environmentally friendly disposal of carpet after usage. Foam carpet padding is available for a minimal fee. If you have a large order, please contact us to see if volume discounts may apply.

### Custom Options

Prestige carpets can also be customized to fit your exhibit needs with unique logos, patterns and borders. Call the phone number on the Quick Facts for assistance.



\*Colors available in both 28 oz. and 40 oz.

 **Sustainability Tip:** Prestige carpet is one time use. The carpet for your booth will be brand new and recycled at the end of the show.

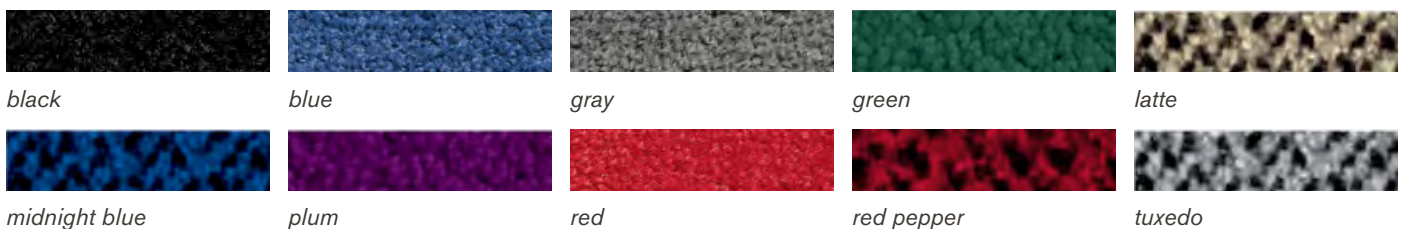
## CLASSIC CARPET

### Custom Cut

Freeman classic carpet is available in a range of colors and includes delivery, Visqueen covering, installation, carpet tape, carpet removal and all carpet material handling fees. Foam carpet padding is available for a minimal fee. If you have a large order, please contact us to see if volume discounts may apply.

### Standard Cut

Our classic carpet comes in a variety of sizes. Prices include delivery, installation, carpet tape, carpet removal and all carpet material handling fees. Foam carpet padding and Visqueen covering are available for a minimal fee.



*Actual colors may vary slightly*

**Sustainability Tip:** Freeman Classic carpet is reused a minimum of four times before retired from inventory and recycled. Darker colored carpets such as black and gray, as well as the two-toned carpet are made of 20-25% recycled content.



# FREEMAN

1601 Boice Pond Rd  
Orlando, FL 32837  
(407) 816-7900 Fax: (469) 621-5605

**ONLINE PRICE  
DISCOUNT PRICE  
DEADLINE DATE  
JANUARY 21, 2020**

**INCLUDE THE FREEMAN METHOD OF  
PAYMENT FORM WITH YOUR ORDER**

NAME OF SHOW: **#TECH SUPERSHOW 2020 / FEBRUARY 12 - 14, 2020**

COMPANY NAME: \_\_\_\_\_ BOOTH #: \_\_\_\_\_ BOOTH SIZE: \_\_\_\_\_ X

CONTACT NAME : \_\_\_\_\_ PHONE #: \_\_\_\_\_

E-MAIL ADDRESS : \_\_\_\_\_

For Assistance, please call (407) 816-7900 to speak with one of our experts.

- Orders received after the deadline or without payment will be charged the Standard price.
- All utility lines must be installed before carpet installation. Utilities should be ordered in advance.
- Pricing includes delivery, material handling, installation and removal.

All carpets, padding and plastic covering contain recycled content and are recyclable.

For fast, easy ordering, go to [www.freeman.com](http://www.freeman.com)

## 10' CLASSIC CARPET , PADDING & PLASTIC COVERING

CHOOSE YOUR CARPET COLOR:

- Black  Blue  Gray  Green  Latte  Midnight Blue  Plum  Red  Red Pepper  Tuxedo

Qty	Description	Online Price	Discount Price	Standard Price	Total
_____	10' x 10' Classic Carpet .....	\$ 345.90	\$ 380.50	\$ 484.25	_____
_____	10' x 20' Classic Carpet .....	\$ 691.80	\$ 761.00	\$ 968.50	_____
_____	10' x 30' Classic Carpet .....	\$ 1,037.70	\$ 1,141.45	\$ 1,452.80	_____
_____	10' x 40' Classic Carpet .....	\$ 1,383.60	\$ 1,521.95	\$ 1,937.05	_____
_____	10' x 10' Carpet Padding - Single Layer.....	\$ 133.55	\$ 146.90	\$ 186.95	_____
_____	10' x 20' Carpet Padding - Single Layer.....	\$ 267.10	\$ 293.80	\$ 373.95	_____
_____	10' x 30' Carpet Padding - Single Layer.....	\$ 400.65	\$ 440.70	\$ 560.90	_____
_____	10' x 40' Carpet Padding - Single Layer.....	\$ 534.20	\$ 587.60	\$ 747.90	_____
_____	10' x 10' Carpet Padding - Double Layer.....	\$ 267.10	\$ 293.80	\$ 373.95	_____
_____	10' x 20' Carpet Padding - Double Layer.....	\$ 534.20	\$ 587.60	\$ 747.90	_____
_____	10' x 30' Carpet Padding - Double Layer.....	\$ 801.30	\$ 881.45	\$ 1,121.80	_____
_____	10' x 40' Carpet Padding - Double Layer.....	\$ 1,068.40	\$ 1,175.25	\$ 1,495.75	_____
_____	Plastic Covering (price per sq. ft.).....	\$ .65	\$ .70	\$ .90	_____

## 9' CLASSIC CARPET , PADDING & PLASTIC COVERING

CHOOSE YOUR CARPET COLOR:

- Black  Blue  Gray  Green  Latte  Midnight Blue  Plum  Red  Red Pepper  Tuxedo

Qty	Description	Online Price	Discount Price	Standard Price	Total
_____	9' x 10' Classic Carpet .....	\$ 223.60	\$ 245.95	\$ 313.05	_____
_____	9' x 20' Classic Carpet .....	\$ 447.20	\$ 491.90	\$ 626.10	_____
_____	9' x 30' Classic Carpet .....	\$ 670.80	\$ 737.90	\$ 939.10	_____
_____	9' x 40' Classic Carpet .....	\$ 894.40	\$ 983.85	\$ 1,252.15	_____
_____	9' x 10' Carpet Padding - Single Layer.....	\$ 120.20	\$ 132.20	\$ 168.30	_____
_____	9' x 20' Carpet Padding - Single Layer.....	\$ 240.40	\$ 264.45	\$ 336.55	_____
_____	9' x 30' Carpet Padding - Single Layer.....	\$ 360.60	\$ 396.65	\$ 504.85	_____
_____	9' x 40' Carpet Padding - Single Layer.....	\$ 480.80	\$ 528.90	\$ 673.10	_____
_____	9' x 10' Carpet Padding - Double Layer.....	\$ 240.40	\$ 264.45	\$ 336.55	_____
_____	9' x 20' Carpet Padding - Double Layer.....	\$ 480.80	\$ 528.90	\$ 673.10	_____
_____	9' x 30' Carpet Padding - Double Layer.....	\$ 721.20	\$ 793.30	\$ 1,009.70	_____
_____	9' x 40' Carpet Padding - Double Layer.....	\$ 961.60	\$ 1,057.75	\$ 1,346.25	_____
_____	Plastic Covering (price per sq. ft.).....	\$ .65	\$ .70	\$ .90	_____

\*\*9' carpet is laid toward the front edge, leaving 1' at the back of the booth for access to utility ports.\*\*

TOTAL COST		
Sub- Total	+	7% Tax
	=	Total Cost

FREEMAN standard size carpet

Take advantage of the Online price by ordering at [www.freeman.com](http://www.freeman.com) before JANUARY 21, 2020

# FREEMAN

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NAME OF SHOW: **#TECH SUPERSHOW 2020 / FEBRUARY 12 - 14, 2020**

COMPANY NAME: \_\_\_\_\_ BOOTH #: \_\_\_\_\_ BOOTH SIZE: \_\_\_\_\_ X

CONTACT NAME: \_\_\_\_\_ PHONE #: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

For Assistance, please call (407) 816-7900 to speak with one of our experts.

- Guaranteed new, high-quality carpet.
- Orders received after the deadline or without payment will be charged the Standard price and are subject to availability.
- Prestige and Custom Cut Classic Carpet are subject to a 100% cancellation charge.
- All utility lines must be installed before carpet installation. Utilities should be ordered in advance.

All carpets, padding and plastic covering contain recycled content and are recyclable.

For fast, easy ordering, go to [www.freeman.com](http://www.freeman.com)

**CUSTOM CUT CLASSIC CARPET - includes plastic covering, delivery, material handling, installation and removal**

- Order Custom Cut Classic Carpeting by the sq. ft. if your size is not listed on the standard size order form.

Sample: Booth Size: 10 x 25 = 250 sq. ft. @ \$ **3.65**

**CHOOSE YOUR CARPET COLOR - 16 oz. Carpet:**

- Black  Blue  Gray  Green  Latte  Midnight Blue  Plum  Red  Red Pepper  Tuxedo

**16 oz. Carpet Rental** - Price per sq. ft (100 sq. ft. minimum)

Per sq. ft.	Booth Size: _____ x _____ = _____ sq. ft. @	Online Price	Discount Price	Standard Price	Total
		\$ <b>3.65</b>	\$ <b>4.00</b>	\$ <b>5.10</b>	_____

**PRESTIGE CARPET - includes plastic covering, delivery, material handling, installation and removal**

**CHOOSE YOUR CARPET COLOR - 28 oz. Carpet:**

- Black  Cardinal  Charcoal  Cream  Gray Pearl  Navy  Toast  Wedgewood  White

**28 oz. Carpet Rental** - Price per sq. ft. (100 sq. ft. minimum)

	Booth Size: _____ x _____ = _____ sq. ft. @	Online Price	Discount Price	Standard Price	Total
1 - 700 sq. ft.		\$ <b>4.30</b>	\$ <b>4.75</b>	\$ <b>6.00</b>	_____
Over 700 sq. ft.		\$ <b>3.85</b>	\$ <b>4.25</b>	\$ <b>5.40</b>	_____

**CHOOSE YOUR CARPET COLOR - 40 oz. Carpet:**

- Black  Charcoal  Gray Pearl  Navy  White

**40 oz. Carpet Rental** - Price per sq. ft. (100 sq. ft. minimum)

	Booth Size: _____ x _____ = _____ sq. ft. @	Online Price	Discount Price	Standard Price	Total
1 - 700 sq. ft.		\$ <b>4.95</b>	\$ <b>5.45</b>	\$ <b>6.95</b>	_____
Over 700 sq. ft.		\$ <b>4.40</b>	\$ <b>4.85</b>	\$ <b>6.15</b>	_____

**CARPET PADDING - includes delivery, material handling, installation and removal**

- Order Carpet Padding by the sq. ft. if your size is not listed on the standard size order form.

Sample: Booth Size: 10 x 25 = 250 sq. ft. @ \$ **1.45**

Qty	Description	Price per sq. ft. (90 sq. ft. minimum)	Online Price	Discount Price	Standard Price	Total
_____	Carpet Padding -1/2" (90 - 700 sq. ft.)		\$ <b>1.45</b>	\$ <b>1.60</b>	\$ <b>2.05</b>	_____
_____	Carpet Padding-1/2" (Over 700 sq. ft.)		\$ <b>1.30</b>	\$ <b>1.45</b>	\$ <b>1.80</b>	_____
_____	Double Carpet Padding - 1/2" (90 - 700 sq. ft.)		\$ <b>2.90</b>	\$ <b>3.20</b>	\$ <b>4.05</b>	_____
_____	Double Carpet Padding -1/2" (Over 700 sq. ft.)		\$ <b>2.60</b>	\$ <b>2.85</b>	\$ <b>3.65</b>	_____

**TOTAL COST**

_____	+	_____	=	_____
Sub- Total		7% Tax		Total Cost

# FREEMAN

1601 Boice Pond Rd  
Orlando, FL 32837  
(407) 816-7900 Fax: (469) 621-5605

**INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER**

NAME OF SHOW: **#TECH SUPERSHOW 2020 / FEBRUARY 12 - 14, 2020**

COMPANY NAME: \_\_\_\_\_ BOOTH #: \_\_\_\_\_ BOOTH SIZE: \_\_\_\_\_ X

CONTACT NAME : \_\_\_\_\_ PHONE #: \_\_\_\_\_

E-MAIL ADDRESS : \_\_\_\_\_

For Assistance, please call (407) 816-7900 to speak with one of our experts.

For fast, easy ordering, go to [www.freeman.com](http://www.freeman.com)

## CLEANING SERVICES

- **Cleaning is an exclusive service. This includes all floor services and trash removal.**
- Prices are based on total square footage of booth regardless of area to be cleaned.
- **Show Site Prices will apply to all cleaning orders placed at show site.**

### VACUUMING (per sq. ft. - 100 sq. ft. minimum)

Qty (sq. ft.)	Part #	Description	Advance Price	Show Site Price	Total
_____	610100	Booth Vacuuming - One Time .....	.60	.85	_____
_____	610200	Booth Vacuuming - 2 Days .....	1.00	1.40	_____
_____	610300	Booth Vacuuming - 3 Days .....	1.50	2.10	_____
_____	610400	Booth Vacuuming - 4 Days .....	N/A	N/A	_____

• Includes emptying of your booth's wastebasket(s) at the time of vacuuming.

### SHAMPOOING (per sq ft - 100 sq ft minimum)

Qty (sq. ft.)	Part #	Description	Advance Price	Show Site Price	Total
_____	630100	Shampoo Carpet - One Time .....	1.20	1.70	_____
_____	630200	Shampoo Carpet - 2 Days .....	N/A	N/A	_____
_____	630300	Shampoo Carpet - 3 Days .....	N/A	N/A	_____

### PORTER SERVICE (per day)

Qty (# days)	Part #	Description	Advance Price	Show Site Price	Total
_____	620500	Exhibit Area / Under 500 sq.ft. ....	154.50	216.30	_____
_____	6201500	Exhibit Area / 501 - 1,500 sq. ft. ....	168.30	235.60	_____
_____	6202500	Exhibit Area / 1,501 - 2,500 sq. ft. ....	221.50	310.10	_____
_____	6203500	Exhibit Area / Over 2,500 sq.ft.....			Call for Quote

### TOTAL COST

_____	+	_____	=	_____
Sub-Total		7 %Tax		Total Cost



# FIT TO PRINT

SmartFabric® is a triple-layered fabric made of 100 percent polyester that's ideal for printed graphics. It's an extremely versatile all-in-one fabric and has been treated to meet NFPA 701 small-scale flammability standards. This lightweight material provides an easy way to make a big impact and has a small shipping footprint to reduce your shipping cost and carbon emissions.



\* Client to provide print-ready artwork, or Freeman can design artwork for an additional fee.

## SMARTFABRIC® RENTAL EXHIBITS



**10 x 10 ft. unit**

**GRAPHIC SIZE**

116"W 92.5"H



**10 x 20 ft. unit**

**GRAPHIC SIZE**

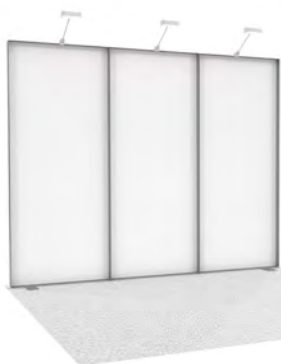
233.5"W 92.5"H

### RENTAL EXHIBITS INCLUDE:

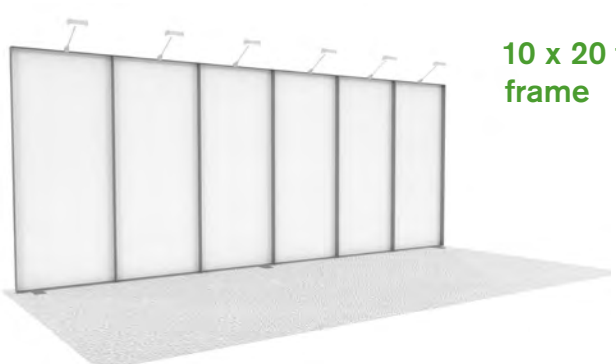
- Custom Fabric Graphic\* with zippered carrying case (fabric graphic purchased to keep)
- Rental Frame, a 100% recyclable structure
- 9' x 10' or 9' x 20' Classic Carpet (color selections on page 3)
- Exhibit Installation & Dismantle
- Exhibit Material Handling
- Nightly Vacuuming
- 3 Arm Lights per 10' Booth
- 6 Arm Lights per 20' Booth
- Power for lights only

## FRAME ONLY UNIT

If you rented a SmartFabric booth previously, you own the graphic. For subsequent shows, all you need to do is rent the frame. We will install your fabric graphic over the frame.\*\*



**10 x 10 ft. frame**



**10 x 20 ft. frame**

### RENTAL EXHIBITS INCLUDE:

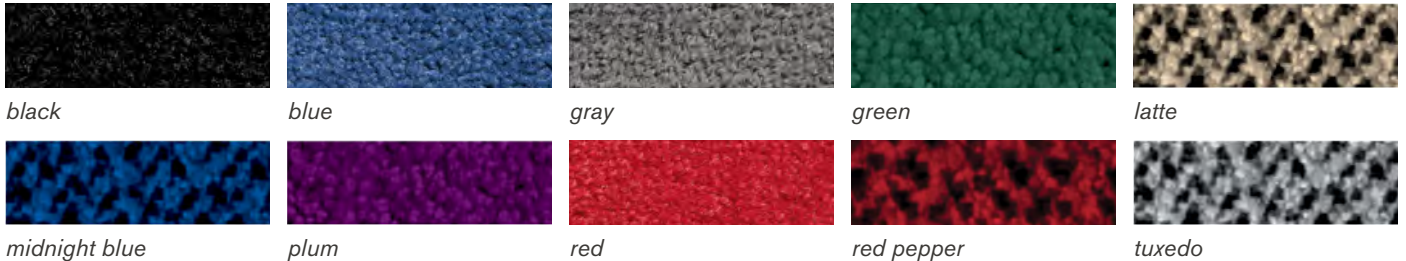
- Rental Frame
- 9' x 10' or 9' x 20' Classic Carpet (color selections on page 3)
- Exhibit Installation & Dismantle
- Exhibit Material Handling
- Nightly Vacuuming
- 3 Arm Lights per 10' Booth
- 6 Arm Lights per 20' Booth
- Power for lights only

\*Client to provide print-ready artwork, or Freeman can design artwork for an additional fee. \*\*Only Freeman SmartFabric will be installed on the frame.

## CLASSIC CARPET

Freeman Classic carpet is reused a minimum of four times before being retired from inventory and recycled. Darker-colored carpets such as black and gray, as well as two-toned carpets, are made of 20-25 percent recycled content.

**9' x 10' or 9' x 20' (16 oz.)** – Color Options Included with Rental Package Options

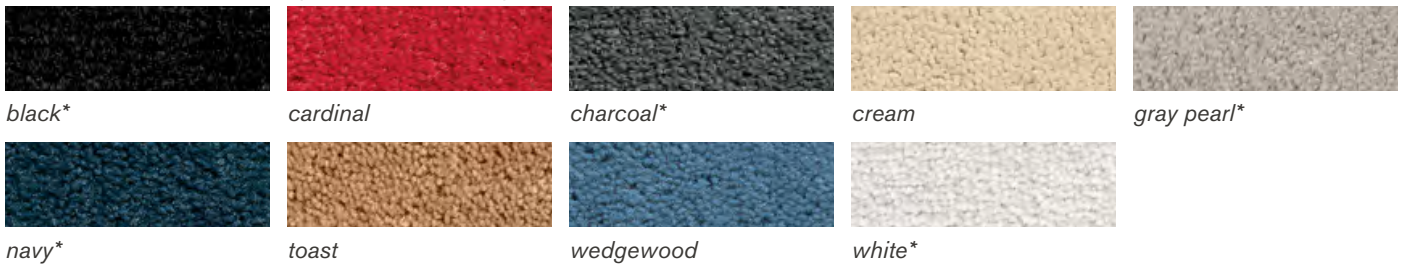


9' carpet is laid toward the front edge, leaving 1' at the back of the booth for utility port access. Actual colors may vary slightly.

## PRESTIGE CARPET

Prestige carpet is for one time use. The carpet for your booth will be brand new and recycled at the end of the show. Renting carpet from Freeman minimizes your shipping footprint.

**(28 oz.)** – Available Upgrade Color Options



\*Colors available in both 28 oz. and 40 oz. Actual colors may vary slightly.

## OPTIONAL ACCESSORIES

### SMARTFABRIC® ZIPPERED CARRYING CASE

20"W | 8"H | 16"D

One SmartFabric zipper bag is included with purchase.



### CLEAR ACRYLIC SHELF

36"W | .25"H | 12"D


(holds up to 15 lbs each)



## CUSTOM GRAPHICS

An exhibitor sales specialist will contact you to review the process for providing your own graphic files or options for using our graphic design services to design your back wall.

## FREEMAN SUSTAINABILITY FOCUS

 This solution is a clean footprint booth. This rental unit includes a 100 percent recyclable aluminum frame. All flooring, lighting, furniture, and booth structure will go back into inventory to be reused or recycled.

# FREEMAN

1601 Boice Pond Rd  
Orlando, FL 32837  
(407) 816-7900 Fax: (469) 621-5605

**DISCOUNT PRICE  
DEADLINE DATE  
JANUARY 21, 2020**

**INCLUDE THE FREEMAN METHOD OF  
PAYMENT FORM WITH YOUR ORDER**

NAME OF SHOW: **#TECH SUPERSHOW 2020 / FEBRUARY 12 - 14, 2020**

COMPANY NAME: \_\_\_\_\_ BOOTH #: \_\_\_\_\_ BOOTH SIZE: X

CONTACT NAME : \_\_\_\_\_ PHONE #: \_\_\_\_\_

E-MAIL ADDRESS : \_\_\_\_\_

For Assistance, please call (407) 816-7900 to speak with one of our experts.

For fast, easy ordering, go to [www.freeman.com](http://www.freeman.com)

## SMARTFABRIC EXHIBIT

SmartFabric Exhibits provide a custom printed fabric graphic to keep and reuse on future events.



### SmartFabric Rental Exhibit Includes:

- 116.5" X 92.5" Custom Fabric Graphic (Purchased item to keep)
- Carrying Case for Graphic (To carry the purchased fabric graphic)
- Classic Carpet 9' X 10' or 9' X 20' (Select color below)
- Installation & Dismantle of Exhibit
- Material Handling of Exhibit
- Nightly Vacuuming
- 3-Arm Lights (per 10 ft.)
- Power for LIGHTS only

Classic Carpet:  Black  Blue  Gray  Green  Latte  
 Midnight Blue  Plum  Red  Red Pepper  Tuxedo

Qty	Description	Discount	Standard	Total
_____	10' x 10' SmartFabric Exhibit.....	\$ 2,155.00	\$ 3,017.00	_____
_____	10' x 20' SmartFabric Exhibit.....	\$ 4,155.00	\$ 5,817.00	_____

## CUSTOM GRAPHICS

A Freeman Exhibitor Sales Specialist will be contacting you to review the process for providing graphic files and helpful tips that will ensure a successful graphic print.

## FRAME ONLY UNIT

The SmartFabric frame only unit is for exhibitors who have previously rented the SmartFabric exhibit (above) and have the fabric graphic ready for reuse. If you need a new graphic made, please select the SmartFabric Rental Exhibit (above). No fabric graphics will be printed without the rental unit.



### Frame Only Unit Includes:

- Classic Carpet 9' X 10' or 9' X 20' (Select color below)
- Installation & Dismantle of Exhibit
- Material Handling of Exhibit
- Nightly Vacuuming
- 3-Arm Lights (per 10 ft.)
- Power for LIGHTS only

Classic Carpet:  Black  Blue  Gray  Green  Latte  
 Midnight Blue  Plum  Red  Red Pepper  Tuxedo

Qty	Description	Discount	Standard	Total
_____	10' x 10' Frame Only Unit.....	\$ 1,410.00	\$ 1,974.00	_____
_____	10' x 20' Frame Only Unit.....	\$ 2,350.00	\$ 3,290.00	_____

## ACCESSORIES

Qty	Description	Discount	Standard	Total
_____	SmartFabric Arm Light .....	\$ 65.00	\$ 91.00	_____
_____	SmartFabric Acrylic Shelf (supports up to 15 lbs).....	\$ 150.00	\$ 210.00	_____
_____	SmartFabric Carrying Case (purchase).....	\$ 20.00	\$ 28.00	_____

## QUICK TIPS

• Orders received after the deadline or without payment will be charged the Standard price and are subject to availability. All graphics are subject to a 100% cancellation charge once production begins.

☑ The product offered has recyclable content or has eco-friendly attributes and is 100% recyclable according to manufacturer's specifications.

\*\*9' carpet is laid toward the front edge, leaving 1' at the back of the booth for access to utility ports.\*\*

### TOTAL COST

_____	+	_____	=	_____
Sub-Total		7 % Tax		Total Cost



# RENTAL EXHIBITS THAT IMPRESS

When it comes to designing your exhibit, effective solutions don't require expensive investments. Take the stress out of your upcoming show with a rental exhibit from Freeman. With quality rental options that meet your budget requirements, we'll have you exhibit ready at a moment's notice, without the hassle of ownership.

**PACKAGE 1**



10 X 20



10 X 10

**PACKAGE 1 UPGRADE OPTIONS**

With Graphics and Cabinet

10 X 10





# FREEMAN

## PACKAGE 2



10 X 20



10 X 10

## PACKAGE 3



10 X 20



10 X 10

## PACKAGE 4



10 X 20



10 X 10

**PACKAGE 2 UPGRADE OPTIONS**

With Graphics and Cabinet

10 X 10



**PACKAGE 3 UPGRADE OPTIONS**

With Graphics and Cabinet

10 X 10



**PACKAGE 4 UPGRADE OPTIONS**

With Graphics and Cabinet

10 X 10



# FREEMAN

## PACKAGE 5



10 X 20



10 X 10

## PACKAGE 6



10 X 20



10 X 10

## PACKAGE 5 UPGRADE OPTIONS

With Graphics and Cabinet

10 X 10



## PACKAGE 6 UPGRADE OPTIONS

With Graphics and Cabinet

10 X 10



# FREEMAN

There are upgrade options available that allow you to change the panels to slatwall, add shelves, change the metal color and add cabinets as a storage option with the dual purpose of a reception counter.



10 X 10

**SLATWALL**



10 X 10

**COLORED PANELS**



10 X 10

**SHELVES**



10 X 10

**BLACK METAL**



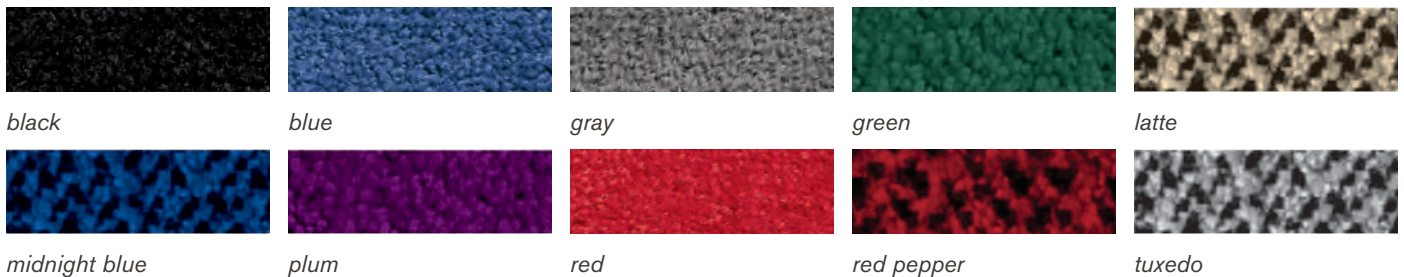
**CABINETS**



## Booth Panel Options – Color Options Included with Rental Package

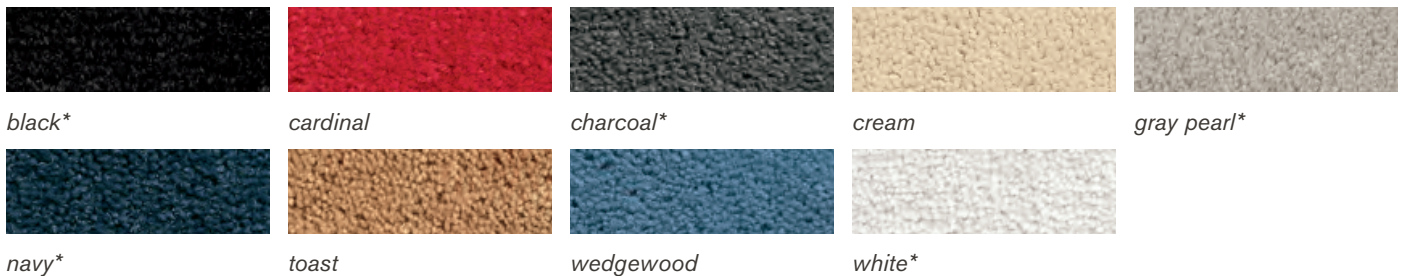


## Classic Carpet (16 oz.) – Color Options Included with Rental Package Options. Darker colored Classic carpet is made of 25-50% recycled content.



9' carpet is laid toward the front edge, leaving 1' at the back of the booth for utility port access. Actual colors may vary slightly.

## Prestige Carpet (28 oz.) – Available Upgrade Color Options



\*Colors available in both 28 oz. and 40 oz. Actual colors may vary slightly.

## Rental Exhibits Include:

- 9x10 or 9x20 Classic Carpet
- Exhibit Installation & Dismantle
- Exhibit Material Handling
- Nightly Vacuuming
- 2-arm lights per 10' Booth
- Power (500 watts) for LIGHTS only (and Labor to hang lights)

## questions?

All packages can be customized or modified to fit your specific needs. To speak with an Exhibitor Sales Specialist, call the number listed on the Quick Facts.



## “CLEAN FOOTPRINT” MATERIALS

When you select “Clean Footprint” materials for your booth we will use only materials that can be reused or recycled. All flooring, lighting, furniture, and booth structure will go back into inventory to be reused again. Your personalized graphic panels used in the booth will be printed on reusable and 100% recyclable substrate such as Freeman honeycomb, conerd board and reboard. Using a Freeman rental unit includes 100% recyclable aluminum in the structure and virtually eliminates your shipping footprint and carbon emissions.

# FREEMAN

1601 Boice Pond Road  
Orlando, FL 32837  
(407) 816-7900 • Fax: (469) 621-5605

DISCOUNT PRICE  
DEADLINE DATE  
JANUARY 21, 2020

**INCLUDE THE FREEMAN METHOD OF  
PAYMENT FORM WITH YOUR ORDER**

NAME OF SHOW: **#TECH SUPERSHOW 2020 / FEBRUARY 12 - 14, 2020**  
 COMPANY NAME: \_\_\_\_\_ BOOTH #: \_\_\_\_\_  
 CONTACT NAME: \_\_\_\_\_ PHONE #: \_\_\_\_\_  
 E-MAIL ADDRESS: \_\_\_\_\_

For assistance, please call 407-816-7900 to speak with one of our experts.

For fast, easy ordering, go to [www.freeman.com](http://www.freeman.com)

All exhibits include: installation & dismantle of exhibit, material handling of exhibit, classic carpet with nightly vacuuming, 2 arm lights (per 10" unit), power (500 watts) for lights ONLY and labor to hang arm lights.

To place your order, please check the appropriate box and complete the remaining selections at the bottom of the form.

## RENTAL EXHIBITS

		Discount Price	Standard Price		Discount Price	Standard Price	Total
Package 1	<input type="checkbox"/> 10' x 10'	4,398.75	6,158.25	<input type="checkbox"/> 10' x 20'	8,567.95	11,995.15	_____
Package 2	<input type="checkbox"/> 10' x 10'	3,132.05	4,384.85	<input type="checkbox"/> 10' x 20'	6,034.45	8,448.25	_____
Package 3	<input type="checkbox"/> 10' x 10'	4,431.05	6,203.45	<input type="checkbox"/> 10' x 20'	8,632.80	12,085.90	_____
Package 4	<input type="checkbox"/> 10' x 10'	5,596.00	7,834.40	<input type="checkbox"/> 10' x 20'	10,962.45	15,347.45	_____
Package 5	<input type="checkbox"/> 10' x 10'	3,377.35	4,728.30	<input type="checkbox"/> 10' x 20'	6,537.85	9,153.00	_____
Package 6	<input type="checkbox"/> 10' x 10'	3,521.75	4,930.45	<input type="checkbox"/> 10' x 20'	6,879.80	9,631.70	_____

- Orders received after the deadline date or without payment will be charged the Standard Price and are subject to availability.
- Orders cancelled after production begins are subject to a 100% Cancellation Charge.

## CHOOSE YOUR PANEL

Blue Fabric     Gray Fabric     Black Fabric     White Hardwall     White Perfboard

## CARPET

Our Classic Carpet and nightly vacuuming are included in the price of your Rental Exhibits. The following colors are available:

### Check color choice

Black     Blue     Gray     Green     Latte  
 Midnight Blue     Plum     Red     Red Pepper     Tuxedo

You may want to add padding or upgrade your carpet to one of our designer colors in our PRESTIGE carpet line, now available in 28 oz. and 40 oz. weight. Refer to our enclosed Carpet order form for color selections and pricing.

## LIGHTING

Each Rental Exhibit includes 2 Arm Lights (per 10' unit).

Note: Power and labor to hang the lights are included in our standard rental exhibit package price. Power consumption not to exceed 500 watts.

\*Additional power must be ordered separately.

## HEADER IDENTIFICATION SIGN

Indicate which color lettering you would like. We have a wide variety of standard colors available:

Black     Blue     Brown     Burgundy     PMS Color \_\_\_\_\_  
 Red     Teal     White     Dark Green     Font Type \_\_\_\_\_

\*Unless font type is indicated, Helvetica will be used.

Indicate exactly how you want your company name to appear:

## ENHANCE YOUR EXHIBIT

Enhance your exhibit and have an Exhibitor Sales Specialist contact you for pricing by checking any of the following boxes:

Slatwall & Shelves     Cabinets & Counters     Specialty Colored Metal     Recyclable Graphics  
 Colored Panels     Creating a Custom Exhibit     Graphics & Custom Logo     White Eco-Board

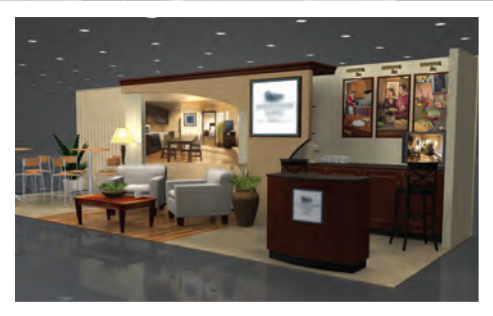
The product offered has recycled content or has eco-friendly attributes and is 100% recyclable according to the manufacturer's specifications.

MV07/19 (467714)

## TOTAL COST

Sub-Total \_\_\_\_\_ + Tax (7.0%) \_\_\_\_\_ = TOTAL \_\_\_\_\_

FREEMAN rental exhibits



## Custom Exhibit Services

Make a lasting impression with turnkey solutions that provide convenience and affordability.

- Cost-effective, innovative, turnkey exhibit solutions
- Rental or purchase
- Award winning exhibit design
- Complete installation and dismantle services included
- Single point of contact from beginning to end

**The right exhibit design can invite interaction & engagement.**

For further information, please contact:

\_\_\_\_\_ at \_\_\_\_\_ or email \_\_\_\_\_

**F R E E M A N**  
INNOVATION DEDICATED TO YOUR BRAND

# FREEMAN

1601 Boice Pond Rd  
Orlando, FL 32837  
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**DISCOUNT PRICE  
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NAME OF SHOW: **#TECH SUPERSHOW 2020 / FEBRUARY 12 - 14, 2020**

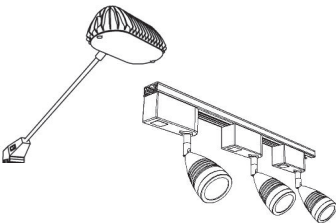
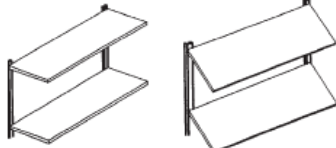
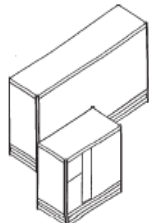
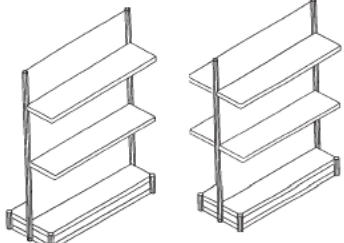


COMPANY NAME: \_\_\_\_\_ BOOTH #: \_\_\_\_\_ BOOTH SIZE: \_\_\_\_\_ X

CONTACT NAME: \_\_\_\_\_ PHONE #: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

For Assistance, please call (407) 816-7900 to speak with one of our experts.

For fast, easy ordering, go to [www.freeman.com](http://www.freeman.com)  
**ACCESSORIES FOR RENTAL UNITS**

<p><b>LIGHTS (use only on rentals)</b></p> 	<p><b>SHELVES (use only on rentals)</b></p> 	<p><b>CABINETS</b></p> 
<p><b>GONDOLAS</b></p> 	<p><b>RADIUS CABINET (does not have doors)</b></p> 	<p><b>LITERATURE POCKETS</b></p> 

Qty	Part #	Description	Discount Price	Standard Price	Total
<b>LIGHT FIXTURES</b>					
<b>(electrical service &amp; labor to install lights not included)</b>					
___	172512	Arm Light .....	416.40	582.95	_____
___	172514	4' Tracklight (3 lights)	378.55	529.95	_____
___	17252	Halogen Light .....	129.20	180.90	_____

<b>CABINETS &amp; LOCKS</b>					
<b>Cabinets</b>					
<input type="checkbox"/> Black Fabric <input type="checkbox"/> Blue Fabric <input type="checkbox"/> Gray Fabric <input type="checkbox"/> White PVC					
___	17305	1M x 1/2M x 36" High.....	511.25	715.75	_____
___	17306	1M x 1/2M x 42" High.....	551.15	771.60	_____
___	17308	2M x 1/2M x 36" High.....	776.25	1,086.75	_____
___	17309	2M x 1/2M x 42" High.....	816.95	1,143.75	_____
___	173010	1M Radius x 1/2M x 36" High.	N/A	N/A	_____
___	173011	1M Radius x 1/2M x 42" High..	521.00	729.40	_____
(Radius Cabinets do not have doors)					
___	17301	Cabinet Lock .....	20.80	29.10	_____
Inside Shelves Available ..... Quoted on Request					

Qty	Part #	Description	Discount Price	Standard Price	Total
<b>GONDOLAS</b>					
<b>Gondolas</b>					
<input type="checkbox"/> Blue Fabric <input type="checkbox"/> Gray Fabric <input type="checkbox"/> Perboard <input type="checkbox"/> White PVC					
___	174541	Single Sided 1M x 4' High...	438.25	613.55	_____
___	174542	Double Sided 1M x 4' High..	582.55	815.55	_____
___	174581	Single Sided 1M x 8' High...	685.15	959.20	_____
___	174582	Double Sided 1M x 8' High..	910.60	1,274.85	_____

<b>SHELVES</b>					
___	17201	1M Straight (37" x 12") .....	115.00	161.00	_____
___	17206	1M Angled (37" x 12") .....	130.15	182.20	_____

<b>LITERATURE POCKETS</b>					
___	174015	For 8 1/2 x 11 Literature .....	41.05	57.45	_____

<b>TOTAL COST</b>					
_____	+	_____	=	_____	_____
Sub-Total		7% Tax		Total Cost	

Don't see what you need?  
Please call Exhibitor Sales at (407) 816-7900.

*\* Remember to make a selection for items with checkboxes. Otherwise, a selection will be made for you.*



# FLEXING TO FIT YOUR NEEDS

---

TotalFlex® provides the ability to configure exhibits to fit your space, budget and vision from show to show. Available for rent or for purchase, this pop-up display is versatile, lightweight and durable, and setup can be completed without tools in only a few minutes.



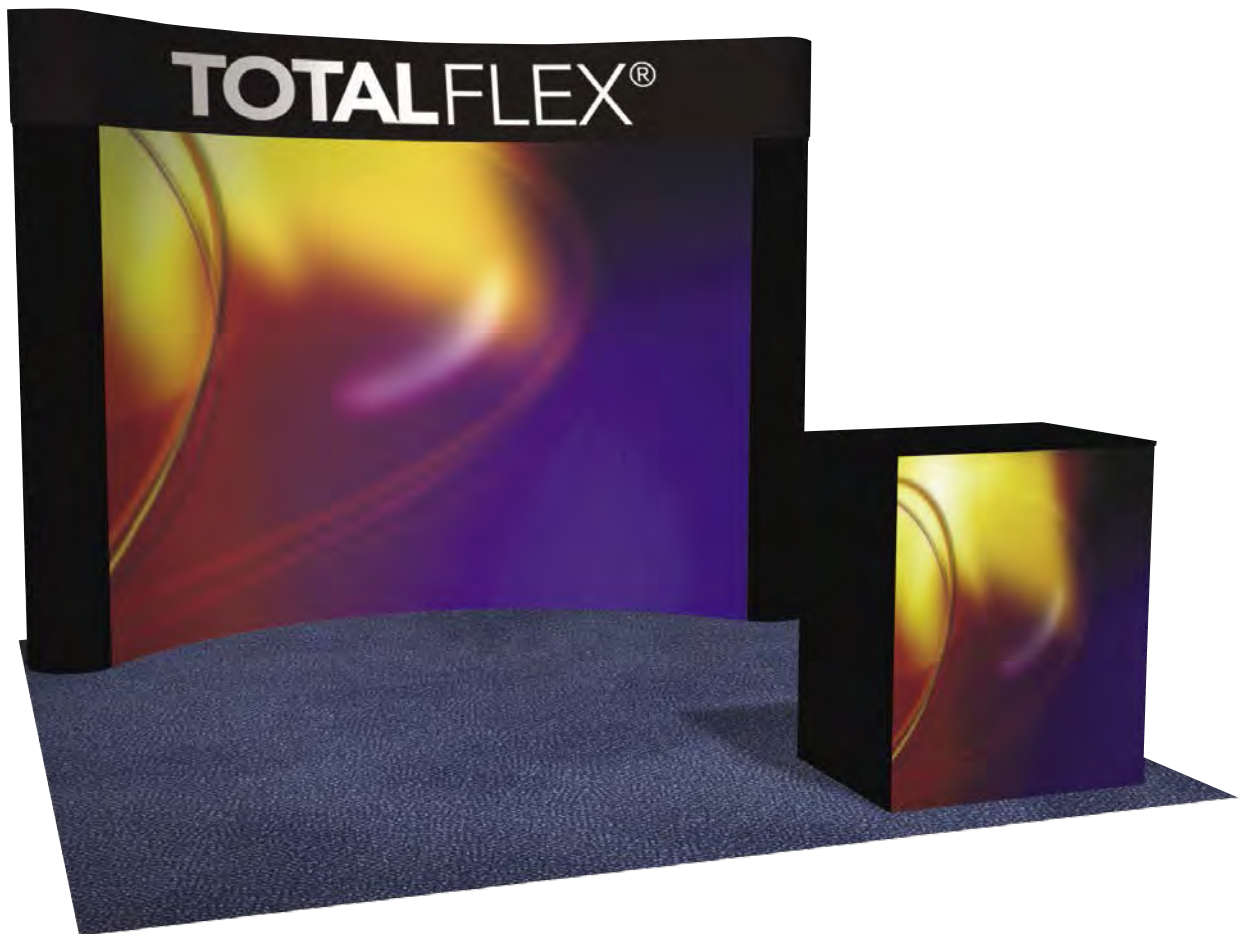
Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to [www.freeman.com](http://www.freeman.com)



The TotalFlex® solution is the most versatile exhibit option available:

- Floor unit cases easily convert into a podium.
- Velcro-compatible fabric panels available in a wide selection of colors.
- Compatible with shelves, lights and other innovative trade show accessories.
- Available in a variety of sizes for rent or purchase, including a tabletop version (shown on front).
- Freeman offers full graphic and logo design solutions.\*
- All TotalFlex® rental units include installation & dismantling of display system, material handling, 9'x10' or 9'x20' Classic Carpet with nightly vacuuming, 200-watt halogen lights (1 light for the table-top unit, 2 lights per 8x10 unit) as well as power and labor to hang them.

*\*Graphic design elements are priced separately and not included with TotalFlex® order.*



**FLOOR UNITS**

10'w x 8'h Floor Standing Unit

20'w x 8'h Floor Standing Unit

**TABLE TOP UNITS**

6'w x 40"h Table Top Unit

8'w x 40"h Table Top Unit

# FREEMAN

1601 Boice Pond Road  
Orlando, FL 32837  
(407) 816-7900 • Fax: (469) 621-5605

**DISCOUNT PRICE  
DEADLINE DATE  
JANUARY 21, 2020**

**INCLUDE THE FREEMAN METHOD OF  
PAYMENT FORM WITH YOUR ORDER**

FREEMAN totalflex

NAME OF SHOW: **#TECH SUPERSHOW 2020 / FEBRUARY 12 - 14, 2020**

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COMPANY NAME: \_\_\_\_\_ BOOTH #: \_\_\_\_\_

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CONTACT NAME: \_\_\_\_\_ PHONE #: \_\_\_\_\_

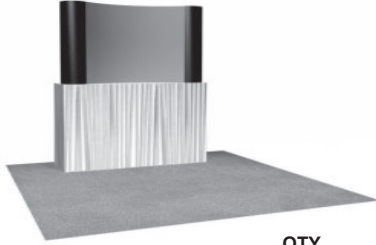
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E-MAIL ADDRESS: \_\_\_\_\_

For Assistance, please call 407-816-7900 to speak with one of our experts.

For fast, easy ordering, go to [www.freeman.com](http://www.freeman.com)

## TABLE TOP UNIT



RENTAL	Discount Price	Standard Price	QTY.	TOTAL
Size				
40" H x 6' W	\$1,343.30	\$1,880.60	_____	_____
40" H x 8' W	\$1,538.30	\$2,153.60	_____	_____

PURCHASE*	Discount Price	Standard Price	QTY.	TOTAL
Size				
40" H x 6' W	\$1,635.55	\$2,289.75	_____	_____
40" H x 8' W	\$1,830.50	\$2,562.70	_____	_____

\*Shipping Not Included

**Rental Units Include:**  
 Draped Table (Select color below)  
 Classic Carpet 9' X 10' (Select color below)  
 Installation & Dismantle of Exhibit  
 Material Handling of Exhibit  
 Nightly Vacuuming  
 1-200 Watt Halogen Light (Power (500 watts) for LIGHTS only and Labor to hang lights)

**Purchase Units Include:**  
 1-Case  
 One Time Installation & Dismantle

Header Identification Sign - (white with black text) Indicate copy below:  
 \_\_\_\_\_

Fabric Panel Colors for All Units:  Black  Gray  Blue

\*Other Colors Also Available for Purchase Units\*

**9'x10' Classic Carpet:**  Black  Blue  Gray  Green  
 Latte  Midnight Blue  Plum  Red  Red Pepper  Tuxedo

Table Drape:  
 Black  Blue  Brown  Green  Flax  
 Gold  Gray  Plum  Red  White

## FLOOR UNIT



RENTAL	Discount Price	Standard Price	QTY.	TOTAL
Size				
8' H x 8' W	\$1,855.95	\$2,598.35	_____	_____
8' H x 10' W	\$2,504.70	\$3,506.60	_____	_____

PURCHASE*	Discount Price	Standard Price	QTY.	TOTAL
Size				
8' H x 8' W	\$2,122.80	\$2,971.90	_____	_____
8' H x 10' W	\$4,063.15	\$5,688.40	_____	_____

\*Shipping Not Included

**Rental Units Include:**  
 Classic Carpet 9' X 10' (Select color below)  
 Installation & Dismantle of Exhibit  
 Material Handling of Exhibit  
 Nightly Vacuuming  
 1-Podium (8'H x 10'W unit only)  
 2-200 Watt Halogen Lights (Power (500 watts) for LIGHTS only and Labor to hang lights)

**Purchase Units Include:**  
 2-Case  
 1-Podium (8'H x 10'W unit only)  
 One Time Installation & Dismantle

Header Identification Sign - (white with black text) Indicate copy below:  
 \_\_\_\_\_

Fabric Panel Colors for All Units:  Black  Gray  Blue

\*Other Colors Also Available for Purchase Units\*

**9'x10' Classic Carpet:**  Black  Blue  Gray  Green  
 Latte  Midnight Blue  Plum  Red  Red Pepper  Tuxedo

All Classic carpets contain recycled content and are recyclable.

## CUSTOM GRAPHIC / PHOTO PANELS

Our custom graphic panels can dramatically enhance your exhibit's appearance.

Please check the box to have an Exhibitor Sales Specialist contact you to assist in creating a unique exhibit.

OPTIONAL ACCESSORIES		RENTAL			PURCHASE				
Part #	Description	Qty.	Discount Price	Standard Price	Total	Qty.	Discount Price	Standard Price	Total
1715800	2-200 Watt Halogen Light Kit	_____	\$243.80	\$341.30	_____	_____	\$347.10	\$485.95	_____
1715801	1-200 Watt Halogen Light Kit	_____	\$126.65	\$177.30	_____	_____	\$253.60	\$355.05	_____
1715802	Straight Shelf	_____	\$97.35	\$136.30	_____	_____	\$175.55	\$245.75	_____
1715803	Angled Shelf	_____	\$97.35	\$136.30	_____	_____	\$175.55	\$245.75	_____

## QUICK TIPS

- If shipping literature or products, material handling rates will apply.
- Order in advance to save time, money and ensure availability. **Orders received after the deadline date or without payment will be charged the Standard Price.**

### PURCHASE UNITS TOTAL COST

Sub-Total \_\_\_\_\_ + 7.0%= TOTAL \_\_\_\_\_

### RENTAL UNITS TOTAL COST

Sub-Total \_\_\_\_\_ + 7.0%= TOTAL \_\_\_\_\_

# MATERIAL MATTERS

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The materials you use for your exhibit speak volumes about your brand. Freeman digitally prints high-resolution, photo-quality images on an impressive variety of fabrics. From custom carpeting to hanging banners, no matter the size, shape or color, Freeman can print it beyond your expectations.

- Freeman's exhibit specialists deliver one-stop solutions for design, fabrication and custom graphics that meet both long and short-term usage goals
- Stretch fabrics can be used to customize almost any three-dimensional object
- Further customize exhibits with aluminum framing to transform digital graphics into back walls and other free-standing structures
- Integrated lighting is available for enhanced effects



Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to [freeman.com](http://freeman.com)



## COMPREHENSIVE CAPABILITIES

Freeman can digitally print high-resolution, photo-quality images on nylon, stretch fabrics, carpeting and a variety of other materials. No matter what size, shape, or color, Freeman can print it. We can further customize exhibits with:

- Aluminum framing to transform large digital graphics into backwalls and other free-standing structures
- Integrated lighting for enhanced effects
- A wide variety of opaque and translucent materials

## ONE-STOP SOLUTIONS

Freeman's exhibit specialists can deliver a range of services to fit any budget and work with both long and short-term usage goals.

- Design
- Custom Graphics
- Installation and Dismantling
- Fabrication
- Lighting Effects
- Shipping and Storage

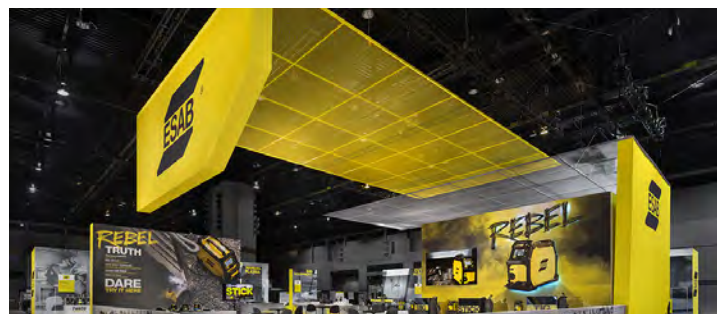
## GEOMETRIC STRUCTURES

For detailed specifications on structures such as these, or for more information on our wide range of versatile fabric solutions, please contact our representatives at the number listed in your exhibitor information.

## GREEN

For detailed specifications on structures such as these, or for more information on our wide range of versatile fabric solutions, please contact our representatives at the number listed in your exhibitor information.

SmartFabric® is an easy way to make an impact without the heavy shipping bill. This material is lightweight with a small shipping footprint to reduce your shipping cost and carbon emissions.



# FREEMAN

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Orlando, FL 32837  
(407) 816-7900 • Fax: (469) 621-5605

DISCOUNT PRICE  
DEADLINE DATE  
JANUARY 13, 2020

**INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER**

NAME OF SHOW: **#TECH SUPERSHOW 2020 / FEBRUARY 12 - 14, 2020**

COMPANY NAME \_\_\_\_\_ BOOTH #: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_ PHONE #: \_\_\_\_\_

E-MAIL ADDRESS \_\_\_\_\_

For Assistance, please call 407-816-7900 to speak with one of our experts.

For fast, easy ordering, go to [www.freeman.com](http://www.freeman.com)

## STANDARD PURCHASE -- Standard Framing, Sizes, and Fabric

- Single-sided graphics and frame hardware.
- Complete the "Hanging Sign" order form. (Labor and hardware to hang sign are NOT included.)
- Orders received after the deadline date are subject to availability and will be charged standard prices.

An Exhibitor Sales Solutionist will contact you for details.



### Square Signs

Quantity	Length	Height	All Sides (Linear Ft.)	Discount Price	Standard Price	Total
_____	10'	3'	40'	\$3,307.65	\$4,961.50	_____
_____	10'	4'	40'	\$4,332.60	\$6,498.90	_____
_____	15'	3'	60'	\$4,897.20	\$7,345.80	_____
_____	15'	4'	60'	\$6,442.20	\$9,663.30	_____
_____	20'	4'	80'	\$8,985.00	\$13,477.50	_____



### Rectangle Signs

Quantity	Length	Height	All Sides (Linear Ft.)	Discount Price	Standard Price	Total
_____	10' x 15'	3'	50'	\$4,370.00	\$6,555.00	_____
_____	10' x 15'	4'	40'	\$5,647.50	\$8,471.25	_____



### Circle Signs

Quantity	Diameter	Height	Circumference (Linear Ft.)	Discount Price	Standard Price	Total
_____	10'	3'	31.42'	\$2,608.95	\$3,913.45	_____
_____	10'	4'	31.42'	\$3,414.80	\$5,122.20	_____
_____	15'	3'	47.12'	\$3,861.10	\$5,791.65	_____
_____	15'	4'	47.12'	\$5,066.50	\$7,599.75	_____
_____	20'	4'	62.80'	\$6,860.85	\$10,291.30	_____



### Triangle Signs

Quantity	Length	Height	All Sides (Linear Ft.)	Discount Price	Standard Price	Total
_____	10'	3'	30'	\$2,490.70	\$3,736.05	_____
_____	10'	4'	30'	\$3,259.55	\$4,889.35	_____
_____	15'	3'	45'	\$3,750.35	\$5,625.55	_____
_____	15'	4'	45'	\$4,914.80	\$7,372.20	_____
_____	20'	4'	60'	\$6,784.90	\$10,177.35	_____



### Serpentine Signs

Quantity	Length	Height	Double Sided (Linear Ft.)	Discount Price	Standard Price	Total
_____	10'	3'	20'	\$1,704.55	\$2,556.85	_____
_____	10'	4'	20'	\$2,212.85	\$3,319.30	_____
_____	15'	3'	30'	\$2,513.60	\$3,770.40	_____
_____	15'	4'	30'	\$3,276.35	\$4,914.55	_____
_____	20'	4'	40'	\$4,473.70	\$6,710.55	_____

Total: \_\_\_\_\_ x Tax(7.0%) \_\_\_\_\_ = \_\_\_\_\_

## CUSTOM PURCHASE -- Custom Framing, Various Custom Sizes, and Fabrics

- Please check the box to have an Exhibitor Sales Solutionist contact you regarding FREE Samples of materials and/or quotes.

FREEMAN fabric graphics



# SEEING IS BELIEVING

.....

Quality graphics contribute significantly to the impact of your exhibit. With state-of-the-art design and printing capabilities, Freeman brings your banners, signage, and exhibit graphics to life in a larger-than-life way. Our graphics products redefine “high definition,” which means your brand has never been seen like this before.

- Photo-quality / high-resolution printing on a variety of rigid and rolled material including honeycomb, foam, Polyfoam, PVC, acrylic, fabric, vinyl and mesh materials
- Grand Format printers provide high-resolution digital printing of single and double-sided banners in virtually any size
- Electronic file transfer, in-house printing, and company-wide procedure standardization allow us to control quality, cost and scheduling on a nationwide basis
- Extensive resources ensure that last minute repairs and replacements are handled efficiently as needed, no matter where your event may be located



Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to [freeman.com](http://freeman.com)

## CREATING VISUAL EXCITEMENT

Quality graphics contribute significantly to the impact of your exhibit. Vivid colors and sharp images attract attention, build traffic, and communicate messages more effectively. Freeman has invested in the latest printing technology and has the skills to provide you with the finest high-resolution digital graphic reproduction available.

## STATE-OF-THE-ART CAPABILITIES

Freeman can provide four-color, photo-quality, high-resolution digital printing in virtually any size for banners, signage, exhibit graphics, and more. Each Freeman location has stand-alone printing capabilities, along with two additional graphic locations for additional support and for special requirements.

## SUPERIOR QUALITY CONTROL

Electronic file transfer, in-house printing, and company-wide standardization of procedures allow us to control quality, cost and scheduling for our customers on a nationwide basis. Last minute repairs and replacements are handled efficiently through our nationwide resources.

## DEPTH OF RESOURCES

- 5M UV roll printers provide grand format, four-color, high-resolution digital printing of single and double-sided banners up to 16' wide and virtually any size with seams.
- 3M Dye Sublimation printers provide 10' fabric graphics that work perfectly in our SmartWall panel system.
- UV flatbeds print directly to a variety of ridged materials and offer a 100% recyclable graphic when using a cardboard substrate.
- Freeman offers 100% recyclable substrates that can save you money and the environment.
- Large format Eco-Solvent printers produce high quality graphics for wall, carpet and window applications.
- 3M high speed digital cutters allow for precise cutting of multiple panel applications and also custom router graphic panels.
- Computer-aided graphic design & layout available for your assistance.

## REPRODUCTION AND INSTALLATION

- Suspended banners
- Accent graphic photo panels
- Large format signage and banners
- Logo reproduction
- Backlit displays and murals
- Four-color carpet image printing



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DEADLINE DATE  
JANUARY 21, 2020**

**INCLUDE THE FREEMAN METHOD OF  
PAYMENT FORM WITH YOUR ORDER**

NAME OF SHOW: **#TECH SUPERSHOW 2020 / FEBRUARY 12 - 14, 2020**

COMPANY NAME: \_\_\_\_\_ BOOTH #: \_\_\_\_\_ BOOTH SIZE: X \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_ PHONE #: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

For Assistance, please call (407) 816-7900 to speak with one of our experts.

For fast, easy ordering, go to [www.freeman.com](http://www.freeman.com)

## GRAPHICS

To order your graphics, complete this order form and attach your sign copy or electronic file.

Please see artwork guidelines for electronic files on page 2 of this form.

Note: All graphics are subject to a 100% Cancellation Charge.

### DIGITAL GRAPHICS

Freeman has the capabilities to provide you with the finest digital graphic reproduction available. Capabilities include four-color, photo-quality, high-resolution digital printing virtually any size for banners, signage, exhibit graphics and more.

\_\_\_\_\_ L X \_\_\_\_\_ W = \_\_\_\_\_ sq.ft.  
 sq. ft. \$ 24.70 per sq. ft. discount price  
 x or = \$ \_\_\_\_\_  
 \$ 37.05 per sq. ft. standard price

- Minimum order per graphic 9 sq. ft. (1296 sq. in.)
- Double sq. ft. for double-sided graphics
- Round sq. ft. to next whole increment
- File conversion, retouching, cloning or color correcting may incur additional labor charges. (See reverse side for graphic guidelines.)

### LARGE DIGITAL GRAPHICS

Please call an Exhibitor Sales Specialist for price quotes on graphics over 80 sq. ft.

File Information:

Electronic File Name \_\_\_\_\_

Application \_\_\_\_\_

PMS Colors \_\_\_\_\_

### Backing Material:

- |                                                         |                                                        |
|---------------------------------------------------------|--------------------------------------------------------|
| <input type="checkbox"/> Freeman Foam (Foamcore)        | <input type="checkbox"/> Masonite                      |
| <input type="checkbox"/> Freeman PVC (PVC)              | <input type="checkbox"/> Plexi                         |
| <input type="checkbox"/> Freeman HD Foam (Gatorfoam)    | <input type="checkbox"/> Freeman Honeycomb (Eco-Board) |
| <input type="checkbox"/> Freeman Polyfoam (Ultra Board) | <input type="checkbox"/> Other                         |

The product offered has recycled content or has eco-friendly attributes and is 100% recyclable according to the manufacturer's specifications.

Vertical Horizontal Use Your Judgment For Sign Layout

### Special Instructions

### STANDARD SIZES

#### CHOOSE YOUR SIZE:

QTY.	Discount Price	Standard Price	TOTAL
7" x 11" @	70.90	106.35 =	_____
7" x 22" @	72.65	109.00 =	_____
7" x 44" @	78.20	117.30 =	_____
9" x 44" @	87.85	131.80 =	_____
11" x 14" @	92.65	139.00 =	_____
14" x 22" @	101.80	152.70 =	_____
14" x 44" @	132.45	198.70 =	_____
22" x 28" @	144.45	216.70 =	_____
28" x 44" @	204.60	306.90 =	_____
20" x 60" @	292.80	439.20 =	_____

(white only)

Note: File conversion, retouching, cloning or color may incur additional labor charges. (See reverse side for graphic guidelines.)

### INDICATE YOUR SIGN COPY HERE:

\* Please feel free to attach additional sign copy on separate page.

Vertical Horizontal Use Your Judgment For Sign Layout

Background Color: \_\_\_\_\_

Lettering Color: \_\_\_\_\_

### TOTAL COST

Sub-Total	+	7 % Tax	=	Total Cost
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FREEMAN graphics



## CUSTOMER GUIDELINES FOR SUBMITTING GRAPHICS ARTWORK

*Our goal is to provide you with the best possible quality graphics for your event or exhibit. You can help us in that effort by providing digital art files using the following guidelines. If you are sending us completed, print-ready files, please pass the following information on to your graphics designer or art department. Artwork must be submitted in the proper resolution and/or file size to produce quality images. Please provide proper color matching information and proofs to ensure accurate color reproduction.*

### PLEASE PROVIDE THE FOLLOWING WHEN SUBMITTING ART

**RASTER ART** (photos, logos containing any continuous tone images):

- Art submitted at 1:1 (100%), resolution should be no less than 60 dpi (100 dpi preferred)
- Art submitted at 2:1 (50%), resolution should be no less than 120 dpi (200 dpi preferred)
- Art submitted at 4:1 (25%), resolution should be no less than 240 dpi (400 dpi preferred)

**VECTOR ART:**

- Logos should be vector and have outlined fonts (if provided as bitmap, please use high-res images)

**FONTS and LINKS**

- Supply all fonts used in your design (zip Mac fonts). If unsure how to collect fonts, convert them to outlines
- Supply all links used in your document. Use packaging feature if available. If unsure how to collect links, embed them in the file when saving.

**COLOR**

- If PMS color matching is required, please use original Pantone + Solid Coated swatches in your artwork. Modifying Pantone names will result in printing default color (CMYK)
- CMYK artwork will be produced "As Is". Our color output is balanced and vibrant.
- Convert RGB art to CMYK if possible.
- If you are sending Certified Color Proofs (Gracol, Swop, Fogra), please provide ICC file information used to print your samples. Best option would be to include ICC chart on your prints.

**ARTWORK IN THE STRUCTURE**

- Please note that any panels going in the metal frame will hide 1/4" of your art all the way around. If you have a continuous wall where individual panels are divided by metal, use 1.25" spacing in between each panel to account for gaps and the natural flow of the graphics.

### ACCEPTABLE FILE SOFTWARE

We are capable of working with both PC and MAC based software, and can accept art created with the ADOBE Creative Suite - Illustrator, InDesign, and Photoshop

Always provide the following:

- Native files with fonts and links (zipped)
- High-res PDF-X/4 exports of the files

### ACCEPTABLE FILE TYPES and SUPPORT FILES

**NATIVE FILES:**

- AI CLOUD (CC) file with Packaged supporting links and fonts. You may keep images linked but Packaging feature must be used.
- AI (CS6, CS5, CS4...) file with embedded links and outlined fonts
- EPS file with embedded links and outlined fonts
- INDD file with Packaged supporting links and fonts

**PRINT FILES:**

- High-res PDF-X/4 (preferred)
- AI with PDF content (choose this option when saving file)
- EPS files with embedded links and outlined fonts

**RASTER OR BITMAP ART:**

- Photoshop EPS (preferred, use 8-bit preview, Max, Quality JPG compression)
- PSD (make sure font layers are rasterized)
- TIFF, JPG (quality 8 and higher)

Mac users: Use Zip or Stuffit programs when submitting fonts other than OTF (Open Type Fonts)

### WAYS TO SEND ARTWORK

• Files below 10 MB can be delivered via email. Larger files may be posted to Freeman's FTP site. You may get the password and other needed information from your Freeman service representative in order to post files. However, a hard copy proof and backup of the files on CD-Rom/DVD may be required to be sent via overnight delivery in addition to posting the electronic files. Please call (407) 816-7900 for assistance.

# LET US DO THE HEAVY LIFTING

Freeman specialists are ready to assist you with all of your exhibit requests, from beginning to end. And when it comes to installing and dismantling exhibits, we make no exceptions. Whether it's shipping and storage, emergency on-site repairs, basic installation and dismantling or support service coordination, including electrical, furnishings and more, Freeman has the resources and capabilities to ensure the most successful show experience possible.



Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to [www.freeman.com](http://www.freeman.com)



Freeman installation & dismantling experts work closely with you to coordinate every phase of your trade show participation, including:

- Pre-planning and budget consultation
- Skilled labor coupled with support services coordination - electrical, furnishings, floral, transportation, and audio visual
- On-site supervisors with dedicated floor managers
- Full, in-house carpentry for emergency repairs and refurbishing
- Post-show evaluations focused on incremental improvement to meet rapidly changing market conditions based upon customer feedback
- Post-show evaluations that help identify small changes that make big impacts

## ON-SITE SUPERVISION

You may wish to supervise labor on your own, but if you need assistance, Freeman installation & dismantling experts will get the job done as an extension of your team.

---

### If You Use Freeman Staff

Exhibits can be set up prior to your arrival under the direction of Freeman I&D supervisors.



01/17 | 55774

# Union Jurisdictions for Orlando, Florida

To assist you in planning for your participation in this upcoming exposition, we are certain you will appreciate knowing in advance that union labor may be required for certain aspects of your exhibit handling. To help you understand the jurisdiction the various unions have, we ask that you read the following:

## **EXHIBIT INSTALLATION AND DISMANTLING**

Currently we have an agreement with the Local IATSE Union to provide labor for display erection and dismantling. Full time employees of the exhibiting companies, however, may set their own exhibits without assistance from this local. Any labor services that may be required beyond what your regular full time employees can provide, may be rendered by the Union. Labor can be ordered in advance by returning the Display Labor form, or at showsite, at the service desk.

## **MATERIAL HANDLING**

Exhibitors may hand-carry their own materials into the exhibit facility. The use or rental of dollies, flat trucks and other mechanical equipment, however, is not permitted. FREEMAN will control access to the loading docks in order to provide for a safe and orderly move-in/out. Only full time employees of the exhibiting company will be allowed to hand-carry items. Unloading or reloading at the dock of any and all contracted carriers will be handled by FREEMAN.

## **TIPPING**

FREEMAN requests that exhibitors do not tip our employees. They are paid at an excellent wage scale denoting a professional status, and we feel that tipping is not necessary. This applies to all employees. Any request for such should be brought to the attention of a Freeman representative at the service desk or correspondence may be directed to the attention of the General Manager at the local office address.

## **SAFETY**

Standing on chairs, tables, or other rental furniture is prohibited. This furniture is not engineered to support your standing weight. FREEMAN cannot be responsible for injuries or falls caused by the improper use of this furniture. If assistance is required in assembling your booth, please order labor on the Display Labor order form and the necessary ladders and tools will be provided.

# FREEMAN

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NAME OF SHOW: **#TECH SUPERSHOW 2020 / FEBRUARY 12 - 14, 2020**  
 COMPANY NAME \_\_\_\_\_ BOOTH #: \_\_\_\_\_  
 CONTACT NAME: \_\_\_\_\_ PHONE #: \_\_\_\_\_  
 E-MAIL ADDRESS \_\_\_\_\_

For Assistance, please call 407-816-7900 to speak with one of our experts.

For fast, easy ordering, go to [www.freeman.com](http://www.freeman.com)

## DISPLAY LABOR (One Hour Minimum per Worker)

Description	Advance Price	Show Site Price
<b>Straight Time-</b> 8:00 A.M. to 4:30 P.M. Monday through Friday .....	\$ 118.50	\$166.00
<b>Overtime-</b> 6:00 A.M. to 8:00 A.M. and 4:30 P.M. to 12:00 Midnight Monday through Friday		
6:00 A.M. to 12:00 Midnight Saturday and Sunday .....	\$ 237.00	\$332.00

- **Show Site prices will apply to all labor orders placed at show site.**
- Price is per person/per hour.
- Start time guaranteed only at start of working day.
- One hour minimum per person - labor thereafter is charged in half (1/2) hour increments.
- Labor must be canceled in writing, 24 hours in advance to avoid a one (1) hour cancellation fee per worker.
- When scheduling dismantle labor, be sure to allow sufficient time for empty containers to be returned to your booth.
- Freeman supervised jobs will be completed at our discretion prior to show opening and before the hall must be cleared. **Please include setup plan/photo, special instructions & inbound shipping information with this order.**

## INSTALLATION LABOR

- Freeman Supervised Labor - Please complete the reverse side of this form.**
- Installation of your exhibit will be completed at our discretion prior to show opening.
  - The charge for this service is 30% of the total installation labor bill, with a minimum of \$45.00.

Emergency contact: \_\_\_\_\_ Phone Number: \_\_\_\_\_

- Exhibitor Supervised Labor** (Supervisor must check in at Service Desk to pick up labor)

Supervisor will be: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Date	Start Time	No. of People	Approx. Hrs. per Person	Total Hrs.	Hourly Rate	Estimated Total Cost
_____	_____	_____	x _____	= _____	@ \$ _____	= \$ _____
_____	_____	_____	x _____	= _____	@ \$ _____	= \$ _____
_____	_____	_____	x _____	= _____	@ \$ _____	= \$ _____
Freeman Supervision (30%/\$45.00)						= \$ _____
Tax (7.0%)						= \$ _____
Total Installation						= \$ _____

## DISMANTLE LABOR

- Freeman Supervised Labor - Please complete the reverse side of this form.**
- Freeman is not responsible for product or literature that is not properly packed and labeled by exhibitor.
  - The charge for this service is 30% of the total dismantle labor bill, with a minimum of \$45.00.

Emergency contact: \_\_\_\_\_ Phone Number: \_\_\_\_\_

- Exhibitor Supervised Labor** (Supervisor must check in at Service Desk to pick up labor)

Supervisor will be: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Date	Start Time	No. of People	Approx. Hrs. per Person	Total Hrs.	Hourly Rate	Estimated Total Cost
_____	_____	_____	x _____	= _____	@ \$ _____	= \$ _____
_____	_____	_____	x _____	= _____	@ \$ _____	= \$ _____
_____	_____	_____	x _____	= _____	@ \$ _____	= \$ _____
Freeman Supervision (30%/\$45.00)						= \$ _____
Tax (7.0%)						= \$ _____
Total Dismantle						= \$ _____

**FREEMAN installation & dismantle**

NAME OF SHOW: **#TECH SUPERSHOW 2020 / FEBRUARY 12 - 14, 2020**

COMPANY NAME: \_\_\_\_\_ BOOTH#: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_ PHONE#: \_\_\_\_\_

**FREEMAN SUPERVISED LABOR**

***IN ORDER TO BETTER SERVE YOU - PLEASE COMPLETE THE FOLLOWING INFORMATION IF YOUR DISPLAY IS TO BE SET-UP AND/OR DISMANTLED BY FREEMAN I&D AND YOU WILL NOT BE PRESENT TO SUPERVISE THE INSTALLATION AND/OR DISMANTLE.***

**INBOUND SHIPPING & SET UP INFORMATION**

Freight will be shipped to Warehouse \_\_\_\_\_ Show Site \_\_\_\_\_ Date Shipped \_\_\_\_\_

Total No. of: \_\_\_\_\_ Crates \_\_\_\_\_ Cartons \_\_\_\_\_ Fiber Cases \_\_\_\_\_

Setup Plan/Photo: Attached \_\_\_\_\_ To Be Sent With Exhibit \_\_\_\_\_ In Crate No. \_\_\_\_\_

Carpet: With Exhibit \_\_\_\_\_ Rented From Freeman \_\_\_\_\_ Color \_\_\_\_\_ Size \_\_\_\_\_

Electrical Placement: \_\_\_\_\_ Drawing Attached \_\_\_\_\_ Drawing With Exhibit \_\_\_\_\_ Electrical Under Carpet \_\_\_\_\_

Comments: \_\_\_\_\_

Graphics: With Exhibit \_\_\_\_\_ Shipped Separately \_\_\_\_\_

Comments: \_\_\_\_\_

Special Tools/Hardware Required: \_\_\_\_\_

**OUTBOUND SHIPPING INFORMATION**

SHIP TO: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**METHOD OF SHIPMENT**

- Freeman Exhibit Transportation:**
  - Common Carrier
  - Air Freight       Next Day       2nd Day       Deferred       Expedited
- Other (list carrier name & phone number):**
  - Other Common Carrier: \_\_\_\_\_
  - Other Air Freight: \_\_\_\_\_
  - Van Line: \_\_\_\_\_

**FREIGHT CHARGES**

- Prepaid       Collect
- Bill To: \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

**In the event your selected carrier fails to show on final move-out day, please select one of the following options:**

- Reroute via Freeman's choice
- Deliver back to Freeman warehouse at Exhibitor's expense.

**PLEASE NOTE: Freeman is not responsible for product or literature that is not properly packed and labeled by exhibitor.**

**FREEMAN installation & dismantle**



# FREEMAN

1601 Boice Pond Road  
Orlando, FL 32837  
(407) 816-7900 • Fax: (469) 621-5605

DISCOUNT PRICE  
DEADLINE DATE  
JANUARY 21, 2020

**INCLUDE THE FREEMAN METHOD OF  
PAYMENT FORM WITH YOUR ORDER**

**FREEMAN forklift / rigging labor**

NAME OF SHOW: **#TECH SUPERSHOW 2020 / FEBRUARY 12 - 14, 2020**

COMPANY NAME \_\_\_\_\_ BOOTH #: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_ PHONE #: \_\_\_\_\_

E-MAIL ADDRESS \_\_\_\_\_

For Assistance, please call 407-816-7900 to speak with one of our experts.

For fast, easy ordering, go to [www.freeman.com](http://www.freeman.com)

## FORKLIFT RIGGING EQUIPMENT AND LABOR

**Straight Time - 8:00 A.M. to 4:30 P.M. Monday through Friday**  
**Overtime - 6:00 A.M. to 8:00 A.M. and 4:30 P.M. to 12:00 Midnight Monday through Friday**  
**6:00 A.M. to 12:00 Midnight Saturday and Sunday**

- **Show site prices will apply to all labor orders placed at show site**
- Start time guaranteed only at start of working day
- One hour minimum - labor thereafter is charged in half (1/2) hour increments
- Supervisor must check in at Freeman Service Center to pick up labor
- When scheduling dismantle labor, be sure to allow sufficient time for empty containers to be returned to your booth

Part#	Description	Advance Price	Show Site Price
<b>FORKLIFT LABOR</b>			
304050	Forklift w/operator - up to 5,000 lbs - ST.....	\$234.00	\$327.75
304051	Forklift w/operator - up to 5,000 lbs - OT.....	\$354.50	\$496.50
3040100	Forklift w/operator - up to 10,000 lbs - ST.....	\$307.00	\$430.50
3040101	Forklift w/operator - up to 10,000 lbs - OT.....	\$428.00	\$599.25
3040150	Forklift w/operator - up to 15,000 lbs - ST.....	\$337.00	\$ 472.00
3040151	Forklift w/operator - up to 15,000 lbs - OT.....	\$457.50	\$640.50
304040	Forklift w/operator - 4-Stage - ST.....	\$245.75	\$344.25
304041	Forklift w/operator - 4-Stage - OT.....	\$368.25	\$515.00
<b>RIGGING LABOR</b>			
3020100	Rigger - ST.....	\$120.75	\$169.25
3020101	Rigger - OT.....	\$241.50	\$338.25
<b>EQUIPMENT</b>			
3090600	Forklift Cage.....	\$ 54.00	\$ 75.75
3090700	Forklift Boom.....	\$ 54.00	\$ 75.75
3090800	Pallet Jack.....	\$ 56.00	\$ 78.50

### INSTALLATION

Part #	Description	Date	Start Time	# of Equip/ Person	Approx Hrs per Person	Total Hours	Hourly Rate	Estimated Total Cost
Describe work to be done: _____							<b>Tax(7.0%)</b>	
							<b>Total</b>	

### DISMANTLE

Part #	Description	Date	Start Time	# of Equip/ Person	Approx Hrs per Person	Total Hours	Hourly Rate	Estimated Total Cost
Describe work to be done: _____							<b>Tax(7.0%)</b>	
							<b>Total</b>	

# FREEMAN

1601 Boice Pond Road  
Orlando, FL 32837  
(407) 816-7900 • Fax: (469) 621-5605

DISCOUNT PRICE  
DEADLINE DATE  
JANUARY 21, 2020

**INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER**

NAME OF SHOW: #TECH SUPERSHOW 2020 / FEBRUARY 12 - 14, 2020  
 COMPANY NAME \_\_\_\_\_ BOOTH #: \_\_\_\_\_  
 CONTACT NAME: \_\_\_\_\_ PHONE #: \_\_\_\_\_  
 E-MAIL ADDRESS \_\_\_\_\_

For Assistance, please call 407-816-7900 to speak with one of our experts.

For fast, easy ordering, go to [www.freeman.com](http://www.freeman.com)

## HANGING SIGN LABOR AND EQUIPMENT

### INSTRUCTIONS

- Overhead hanging signs are to be sent in separate containers directly to advance warehouse using the enclosed **Hanging Sign Labels**. This container **MUST** arrive by the warehouse shipping deadline. If these procedures are not followed, Freeman cannot guarantee the hanging of your sign or advance pricing.
- All ceiling rigging must conform to Show Management rules and regulations and facility limitations.
- All overhead hanging must be assembled, installed, and removed by Freeman. Please refer to the Freeman Terms and Conditions found in the Exhibitors Services Manual as it relates. Please complete the enclosed Labor Order Form for labor to assemble your hanging sign.
- Set up instructions must be provided for signs needing assembly.
- Hanging anchor points must be pre-fabricated and ready for use.
- Electrical signs must be in working order and in accordance with the National Electrical Code. ELECTRICAL SERVICE requirements must be ordered in advance on the enclosed ELECTRICAL SERVICE Order Form.
- If any hang point supports over 250 lbs., notify Freeman

### SIGN DESCRIPTION, SIZE & WEIGHT

- For signs other than banners, include blueprint or drawing with detailed information so hanging anchor points may be determined.

Type: Cloth Banner Metal or Wood  Other

Shape: Square Triangle  Rectangle  Other

Size: Height \_\_\_\_\_ Length \_\_\_\_\_ Width \_\_\_\_\_

Weight of Sign: \_\_\_\_\_

Does Your Sign Require Electricity Assembly

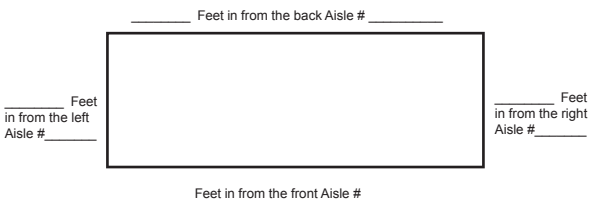
Is Your Sign Designed to Rotate?  Yes

No

(Initial in the applicable box above)

### PLACEMENT DIAGRAM

- Use diagram below to represent your booth space. Indicate how far in from each boundary you would like your sign placed.
- The ceiling structure and relation to the support beams may require your sign to be moved from



Number of feet from floor to top of sign: \_\_\_\_\_

### EQUIPMENT AND LABOR RATES TO HANG SIGNS

#### Straight Time

8:00 A.M. to 4:30 P.M., Monday through Friday

#### Overtime

6:00 A.M. to 8:00 A.M. & 4:30 P.M. to 12:00 A.M.

Monday through Friday,

6:00 A.M. to 12:00 A.M. Saturday & Sunday

Crew Size - MINIMUM of two people

#### Materials

Cable, clamps, etc. additional and charged accordingly

### Equipment With Crew

- Show site prices will apply to all hanging sign orders placed at show site.
- Rates are per lift and crew per hour
- One hour minimum per lift/crew - lift/crew thereafter is charged in half (1/2) hour increments
- Straight time cannot be guaranteed

	Straight Time	Overtime Time
--	---------------	---------------

**Condor/Boom Lift** Condor with crew (up to 200 lbs lift capacity)

Advance Price	\$552.25	\$789.25
Show Site Price	\$773.25	\$1105.00

**Additional Crew** Assembly Labor (Per person / Per hour)

Advance Price	\$118.50	\$237.00
Show Site Price	\$166.00	\$332.00

### Installation Estimate

Approx Hours \_\_\_\_\_ Hourly Rate \_\_\_\_\_ Total Estimated Cost \_\_\_\_\_

@ \_\_\_\_\_ = \_\_\_\_\_

### Dismantle Estimate

Approx Hours \_\_\_\_\_ Hourly Rate \_\_\_\_\_ Total Estimated Cost \_\_\_\_\_

@ \_\_\_\_\_ = \_\_\_\_\_

Supervision for assembly and disassembly of overhead hanging sign can be provided by Freeman, or by your company representative, display house, independent or lighting contractor.

Please indicate method of supervision you require for assembly/disassembly:

- Freeman  
 Exhibitor Personnel  
 Display House

Additional crew and/or equipment will be used if the supervisor deems it necessary to safely complete the installation and/or dismantling of a job and it will be charged accordingly.

FREEMAN hanging sign labor

# FREEMAN

1601 Boice Pond Road  
Orlando, FL 32837  
(407) 816-7900 • Fax: (469) 621-5605

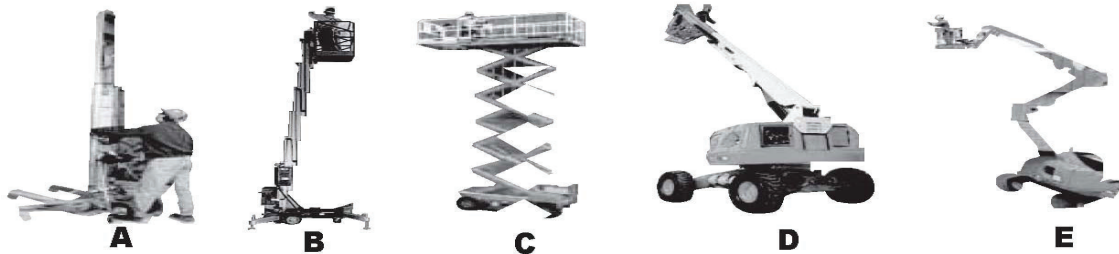
**DISCOUNT PRICE  
DEADLINE DATE  
JANUARY 21, 2020**

**INCLUDE THE FREEMAN METHOD OF  
PAYMENT FORM WITH YOUR ORDER**

NAME OF SHOW: **#TECH SUPERSHOW 2020 / FEBRUARY 12 - 14, 2020**  
 COMPANY NAME \_\_\_\_\_ BOOTH #: \_\_\_\_\_  
 CONTACT NAME: \_\_\_\_\_ PHONE #: \_\_\_\_\_  
 E-MAIL ADDRESS \_\_\_\_\_

For Assistance, please call 407-816-7900 to speak with one of our experts.

**Straight Time -** 8:00 A.M. to 4:30 P.M. Monday through Friday  
**Overtime -** 6:00 A.M. to 8:00 A.M. and 4:30 P.M. to 12:00 Midnight Monday through Friday  
 6:00 A.M. to 12:00 Midnight Saturday and Sunday  
**Double Time -** 12:00 Midnight to 6:00 A.M. and recognized holidays



Description	Advance Price	Show Site Price
A - Manual Equipment Lift with 1 man crew.....	\$212.25	\$297.25
A - Manual Equipment Lift with 1 man crew (OT).....	\$330.75	\$463.25
B - Electric Man Lift with 1 man crew.....	\$241.75	\$338.50
B - Electric Man Lift with 1 man crew (OT).....	\$360.25	\$504.75
C1 - 20' Scissorlift with 2 man crew.....	\$416.50	\$583.25
C1 - 20' Scissorlift with 2 man crew (OT).....	\$653.50	\$915.00
C2 - 26' Scissorlift with 2 man crew.....	Quote	Quote
C2 - 26' Scissorlift with 2 man crew (OT).....	Quote	Quote
D - Telescoping 60' Boom Lift with 2 man crew.....	\$552.25	\$773.25
D - Telescoping 60' Boom Lift with 2 man crew (OT).....	\$789.25	\$1105.00
E - Articulating 40' Boom Lift with 2 man crew.....	\$503.00	\$704.25
E - Articulating 40' Boom Lift with 2 man crew (OT).....	\$740.00	\$1036.00

## THEATRICAL EQUIPMENT

**Please make sure to submit the Freeman Theatrical Labor Order Form along with the Rigging Equipment Order Form.**

All Freeman rental equipment, overhead rigging, and flown objects must be assembled and disassembled by Freeman.

_____ One Ton Hoist.....\$732.00	\$ _____	_____ Half Ton Hoist.....\$569.35	\$ _____
_____ 20.5" Silver Box Truss (per foot)...\$32.00	\$ _____	_____ Small Rotator.....\$613.10	\$ _____
_____ 12" Silver Box Truss (per foot).....\$28.50	\$ _____	_____ Large Rotator.....\$613.10	\$ _____
_____ 20.5" Black Box Truss (per foot)...\$32.00	\$ _____	_____ 12" Black Box Truss (per foot).....\$28.50	\$ _____

## INSTALLATION

Part #	Description	Date	Start Time	# of Equip/ Person	Approx Hrs per Person	Total Hours	Hourly Rate	Estimated Total Cost
Describe work to be done: _____							<b>Tax(7.0%)</b>	
							<b>Total</b>	

## DISMANTLE

Part #	Description	Date	Start Time	# of Equip/ Person	Approx Hrs per Person	Total Hours	Hourly Rate	Estimated Total Cost
Describe work to be done: _____							<b>Tax(7.0%)</b>	
							<b>Total</b>	

FREEMAN truss & theatrical equipment rental

# FREEMAN

1601 Boice Pond Road  
Orlando, FL 32837  
(407) 816-7900 • Fax: (469) 621-5605

**PLEASE INCLUDE THIS FORM  
WITH YOUR TRUSS OR  
HANGING SIGN ORDER FORM**

## **STRUCTURAL INTEGRITY STATEMENT THIS FORM MUST BE RETURNED FOR ALL SUSPENDED STRUCTURES**

\_\_\_\_\_, the contracted exhibitor at the #TECH SUPERSHOW 2020 and (if applicable), the display house or builder for the aforementioned exhibitor, do hereby certify and guarantee that the stress points for the hanging structure have been properly engineered and tested. We further certify that the structure can be hung safely and has been constructed to meet all applicable regulations and safety measures.

We hereby release, indemnify and forever hold harmless the **ASSOCIATION, BROWARD COUNTY CONVENTION CENTER, FREEMAN**, and its subsidiaries, their directors, officers, employees, representatives, agents and contractors from and against any and all liability, claims, damage, loss, fines, or penalties arising from the installation, use or dismantling of this structure. All hang points supporting in excess of 200 lbs. may be verified (metered) on site at exhibitor's expense.

Exhibiting Company: \_\_\_\_\_ Booth #: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Authorized Name: \_\_\_\_\_ Date: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Display House/Builder (if applicable): \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Authorized Name: \_\_\_\_\_ Date: \_\_\_\_\_

E-Mail: \_\_\_\_\_

**Please complete and return form to:**

# FREEMAN

1601 Boice Pond Road  
Orlando, FL 32837  
(407) 816-7900 • Fax: (469) 621-5605

FREEMAN structural integrity statement

# FREEMAN

1601 Boice Pond Road  
Orlando, FL 32837  
(407) 816-7900 • Fax: (469) 621-5605

DISCOUNT PRICE  
DEADLINE DATE  
JANUARY 21, 2020

**INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER**

**FREEMAN Theatrical Labor**

NAME OF SHOW: #TECH SUPERSHOW 2020 / FEBRUARY 12 - 14, 2020  
 COMPANY NAME \_\_\_\_\_ BOOTH #: \_\_\_\_\_  
 CONTACT NAME: \_\_\_\_\_ PHONE #: \_\_\_\_\_  
 E-MAIL ADDRESS \_\_\_\_\_

For Assistance, please call 407-816-7900 to speak with one of our experts.

For fast, easy ordering, go to [www.freeman.com](http://www.freeman.com)

**THEATRICAL LABOR (Four Hour Minimum per Worker)**

Description	Advance Price	Show Site Price
<b>Straight Time-</b> 8:00 A.M. to 4:30 P.M. Monday through Friday .....	\$ 124.50	\$174.50
<b>Overtime-</b> 6:00 A.M. to 8:00 A.M. and 4:30 P.M. to 12:00 Midnight Monday through Friday		
6:00 A.M. to 12:00 Midnight Saturday and Sunday .....	\$ 249.00	\$348.75

• **Show Site prices will apply to all labor orders placed at show site.**

- Price is per person/per hour.
- Start time guaranteed only at start of working day.
- Four hour minimum per person - labor thereafter is charged in half (1/2) hour increments.
- Supervisor must check in at Service Desk to pickup labor
- Labor must be canceled in writing, 24 hours in advance to avoid a one (8) hour cancellation fee per worker.
- Please include setup plan/photo & special instructions with this order.

**INSTALLATION LABOR**

**Exhibitor Supervised Labor** (Supervisor must check in at Service Desk to pick up labor)

Supervisor will be: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Date	Start Time	No. of People	Approx. Hrs. per Person	Total Hrs.	Hourly Rate	Estimated Total Cost
_____	_____	_____	x _____ = _____	_____	@ \$ _____ = \$ _____	_____
_____	_____	_____	x _____ = _____	_____	@ \$ _____ = \$ _____	_____
_____	_____	_____	x _____ = _____	_____	@ \$ _____ = \$ _____	_____
Tax (7.0%)						= \$ _____
Total Installation						= \$ _____

**DISMANTLE LABOR**

**Exhibitor Supervised Labor** (Supervisor must check in at Service Desk to pick up labor)

Supervisor will be: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Date	Start Time	No. of People	Approx. Hrs. per Person	Total Hrs.	Hourly Rate	Estimated Total Cost
_____	_____	_____	x _____ = _____	_____	@ \$ _____ = \$ _____	_____
_____	_____	_____	x _____ = _____	_____	@ \$ _____ = \$ _____	_____
_____	_____	_____	x _____ = _____	_____	@ \$ _____ = \$ _____	_____
Tax (7.0%)						= \$ _____
Total Installation						= \$ _____





# GREEN GUIDE

## EXHIBITOR



### Pre-Event Planning

- 1 Ask contractor what NEW and sustainable alternatives of equal quality are available. Incorporate renewable and energy efficient materials into booth design.
- 2 Minimize packaging materials. Use environmentally responsible materials that are recyclable, biodegradable, or reusable.
- 3 Limit materials and collateral by:
  - Bringing only what is anticipated
  - Offer to send material upon request
  - Offer to provide information via electronic media: download, website, disc, flash drive.
- 4 Avoid dated material.
- 5 Re-use signs and banners. Produce on recycled materials or donate.
- 6 For Give-aways, focus on items that are useful and made of sustainable materials.

### Event Day

Request recycle and waste containers for the booth.

Collect and place recycle materials into appropriate containers.

Conserve energy by powering down equipment/lights at the end of each show day.



### After Event Closes

Label unwanted show materials and/or collaterals for Center to recycle and repurpose.

**RECYCLE**



Label leftover merchandise for donation.

**DONATE**





## GENERAL RULES AND REGULATIONS

1. The location of entrance units, provided by the decorator, must be approved by the Center.
2. Use of Center equipment, supplies and other materials is limited to Center personnel unless approved in writing by Operator.
3. Center personnel must perform the movement of Center's furniture, fixtures and equipment only.
4. House lighting, ventilation, and air conditioning will be provided as required during show hours. Energy conservation is of prime concern and minimal light and comfort levels will be maintained during show move in/out.
5. Passenger elevators and all escalators are to be used by the general public and should not be used for any freight or equipment movement.
6. Motorized vehicles and equipment (i.e. carts, forklifts, scooters, etc.) and other moveable equipment (i.e. dollies, pallet jacks, etc.) are not permitted on any lobby, pre-function, meeting room or ballroom space without prior approval of Operator.
7. Use of glitter and confetti is not permitted in the Center without the prior written approval of Operator. Costs associated with the clean-up of glitter, confetti and related materials are the Licensee's responsibility.
8. All floor load capacities should be strictly observed. Any variations should be approved in writing by Operator.
9. The sale or distribution of novelty merchandise is prohibited without prior written approval of Operator. All distributed materials, whether for sale or at no cost, must be distributed from locations approved by Operator.
10. Holes may not be drilled, cored or punched into any part of the Center or exterior premises.
11. Center office telephones are reserved exclusively for Center operations. Center numbers may not be published as official show or convention number.
12. Animals and pets are not permitted in the Center except in conjunction with an approved exhibit, display, show, etc. Service animals for the physically challenged are permitted and the owner will be fully responsible for his/her animals.
13. All facility utilities are property of the Center and it is prohibited to access, tamper or otherwise utilize said utilities without prior written approval of Operator. Costs for repairs, damages, etc. resulting from unauthorized use of utilities are Licensee's responsibility.
14. No soliciting is permitted in the Center or on Center premises.
15. Any and all unsafe conditions or activities will be terminated immediately upon request. The Center will remove disruptive parties as necessary.
16. The Center provides on an exclusive in-house basis all electrical, utility, event staff security, Technical Services personnel, telecommunications and food and beverage services.
17. Alcoholic beverages may not be brought into the Center without prior written permission. Center may prohibit the consumption of alcoholic beverages at any time.
18. Unless prior approval is granted, no one under the age of sixteen (16) is allowed on the exhibit floor/loading dock during move-in and move-out.
19. Adhesive backed decals & stickers may not be distributed in the Center. Costs associated with the cleanup & related materials are the Licensee's responsibility.
20. Helium balloons are **PROHIBITED** inside the Center.
21. Exterior banners are **PROHIBITED** outside the facility.
22. All electrical cords should be taped down immediately after placement



## Structural Permit Application Covered or Enclosed Multilevel Exhibit Booth

Covered/Enclosed exhibit areas shall meet the Broward County Fire Department regulations. Please complete this portion and return at least 60 days prior to your event. Please submit two (2) copies of the plans to:

Broward County Convention Center  
Event Services Department  
1950 Eisenhower Blvd  
Ft. Lauderdale, FL 33316

Phone: 954 765-5900  
Fax: 954 763-9551  
Website: ftlauderdalecc.com

Show/Event Name \_\_\_\_\_ Booth #: \_\_\_\_\_

Exhibitor/Company Name \_\_\_\_\_

Exhibitor Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

On-site Contact \_\_\_\_\_

An engineered drawing bearing the stamp of a certified structural engineer needs to be included with application.

---

*THIS PORTION TO BE COMPLETED BY THE FORT LAUDERDALE FIRE DEPARTMENT*

**Comments** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Approved by** \_\_\_\_\_ **Date** \_\_\_\_\_  
*Fort Lauderdale Fire Marshall*



# Exhibitor Menu

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- Booth Order Form | 3
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- Beverage | 7
- Breaks | 8
- Dinner | 9-10
- Reception | 11-14
- Cocktails & Wine | 15



GREATER FORT LAUDERDALE BROWARD COUNTY  
CONVENTION CENTER

**SAVOR...**

At Your Service

Executive Chef  
Marcel Martinez

[MMartinez@ftlauderdalecc.com](mailto:MMartinez@ftlauderdalecc.com)

Food & Beverage Director  
Jim Bennett

[JBennett@ftlauderdalecc.com](mailto:JBennett@ftlauderdalecc.com)

Senior Catering Sales Manager  
Melissa Ayre

[MAyre@ftlauderdalecc.com](mailto:MAyre@ftlauderdalecc.com)



# Policies

**Savor...Fort Lauderdale** is the exclusive food and beverage provider at the Broward County Convention Center. **No food or beverage of any kind will be permitted to be brought into the facilities by the patron or any of the patron's guests or invitees.** Food items may not be taken off the premises; however, excess prepared food is donated under regulated conditions to agencies feeding the underprivileged.

**Menus - Menu selections and other details pertinent to your functions are required to be submitted to the catering department a minimum of four weeks prior to the first function date.**

**Contracts** - A signed copy of the contract outlining all catering services will be provided. Secondary agents, acting on behalf of the primary client receiving services, may sign the contract in their behalf only with full payment in advance. Any changes, revisions, additions or deletions to the banquet contract and banquet event orders shall be in writing and signed by both parties.

**Guarantees** - A guaranteed number of attendees/quantities of food is required. **This guarantee must be submitted by noon three business days before your event.** If the guarantee is not received, SAVOR...Fort Lauderdale reserves the right to charge for the number of persons/quantities specified on the contracted event order. Cancellations and reductions of guarantee are subject to full charges within 3 business days prior to event.

**Payment/Deposit** - An initial deposit in the amount noted on the Catering Contract is payable, along with a signed contract, at the specified date on the contract letter to guarantee catering services. **Full payment of the balance due is payable 14 business days prior to the event. Payment can be made in cash, check, ACH or wire transfer. For additions, a major credit card is required to guarantee payment of any replenishment or new orders requested during a show/function.** These charges will be billed to the credit card unless payment is received at the end of the show/function.

**Cancellations** - Any event cancelled less than 3 business days prior to the event will incur 90% of the estimated charges. Please note, for specialty menus or items, a longer window of cancellation may be necessary, this is determined on an event by event basis.

**Pricing** - Prices quoted do not include 22% administrative fee or 7% sales tax unless otherwise noted. Prices are subject to change without notice; guaranteed prices will be confirmed when contracted.

**Event Timeline** - All service times are based on two-hour breakfast or lunch service and three-hour dinner service. Additional service time will be subject to additional labor fees. Event start or end times that deviate more than thirty minutes than contracted will have additional labor fees per hour, per server scheduled. Additional security and ancillary fees will also apply.

**Beverage Services** - Please note alcoholic beverages and service are regulated by the Liquor Control Board, SMG/SAVOR, as licensee, is responsible for the administration of these regulations: **NO ALCOHOLIC BEVERAGES MAY BE BROUGHT ONTO THE PREMISE FROM OUTSIDE SOURCES; WE RESERVE THE RIGHT TO REFUSE ALCOHOL SERVICE TO INTOXICATED OR UNDERAGE PERSONS. NO ALCOHOLIC BEVERAGE CAN BE REMOVED FROM THE PREMISES.**

**Raw Food Disclaimer** - Consuming raw or undercooked meats, poultry, seafood, shellfish, or eggs may increase your risk of foodborne illness, especially if you have certain medical conditions.





# SAVOR...Fort Lauderdale

at Broward County Convention Center

## Booth Service Catering Order Form

**Return Completed Form (2) Weeks Prior to Show Date**

Please fill out the following form and email/fax to Melissa Ayre, Senior Catering Sales Manager at [mayre@ftlauderdalecc.com](mailto:mayre@ftlauderdalecc.com) or 954.763.9551. Please wait for approval from the Catering Department.

Event Name					
Company Name:					
Billing Address:					
Booth Name:			Booth Number:		
Client Name:		Business Number:		Email Address:	
On-Site Contact:					
Fax			E-Mail Address		
Date of Service:					
Start Time					
End Time					
# of Guests					
Menu					

**Exhibitors are responsible for placing any electrical orders associated with their catering order at the exhibitor's expense. Your Banquet Event Order will indicate if you need to order electric. Place orders with Edlen Electric at 954-607-7255.**

SAVOR...Fort Lauderdale at Broward County Convention Center  
Catering Office  
Phone: 954-765-5882 Fax: 954-763-9551



# BREAKFAST

## Build Your Own Continental Breakfast

Minimum of 10 guests, Based on one hour of service  
Surcharge of \$6.95 per person/per hour for extended service

**Pick Two \$15 | Pick Three \$17 | Pick Four \$20**

Assorted Whole Fruit (3)

Assorted Coffee Cakes (V)

Tropical Sliced Fruit with Berries (3)

Yogurt Parfait Muffins (V)

Individual Chobani Yogurt Smoothies (V;GF)

Assorted Latin Pastries (V)

Whole Wheat Bagels (V)

Assorted Breakfast Pastries (V)

With Low-Fat Chive Cream Cheese, Butter & Fruit Preserves

## Breakfast Enhancements

Items are ideal for upgrading your Continental Breakfast  
Minimum order of 12 per item

### Breakfast Sandwiches

Choice of Bacon, Smoked Salmon  
or Ham with Egg and Cheese  
**\$8 each**

### Breakfast Burrito

Fluffy Eggs, Mexican Style Chorizo,  
Scallion, Peppers, Black Bean Spread,  
Avocado and Cojita Cheese  
**\$9 each (Add Salsa at .75 Per Person)**

### Individual Breakfast Frittata (GF)

Potato, Vidalia Onion, Thyme  
and Manchego Cheese  
**\$8 each**

### Buttermilk Biscuits

with Peppery Sausage Gravy  
**\$8 per person**

### Oatmeal Bar (V)

Dried Cranberries, Raisins, Granola,  
Nuts, Chocolate Chips, Brown Sugar,  
Cinnamon, Smoked Cheddar Grits (V,GF),  
Buttery Cinnamon Cream of Wheat (V, GF)  
**\$6 each**

**Ham Wrapped Baked Egg**  
with Smoked Cheddar (GF)  
**\$32 per Dozen**

### Parfait Tower Bar

Vanilla Yogurt( V; GF),  
Honey Granola (V; VEG),  
Mixed Berries, Diced Melons,  
Dried Cranberries, Dried Bananas  
and Toasted Coconut (3)  
**\$8 per person**

### Seasonal Fruit Parfait (V)

Vanilla Yogurt, Honey Granola,  
Passion Fruit Curd & Mixed Berries  
**\$5 each**

**Mango and Coconut Crepes (V)**  
with Anise Raspberry Sauce  
**\$5 each**

### Scrambled Eggs

with Cheddar Cheese  
and Chives (V; GF)  
**\$5 per person**

**Raspberry Cinnamon Streusel**  
with Vanilla Royal Icing Tarts (V)  
**\$7each**

**Apple Filled Pancakes (V)**  
Mint Butter, Hazelnut Maple Syrup  
**\$6 each**

**Apple Cider Infused Bacon (GF)**  
**\$4 per person**

**Chicken Apple Sausage Links (GF)**  
**\$4 per person**

Prices do not include 22% administration fee and 7% sales tax

**V-Vegetarian | GF - Gluten Free | VEG - Vegan | 3 - V,GF,VEG**

Catering Sales | 954.765.5882



# Morning Snacks

**Ciocolanti and Original Biscotti (V)**  
\$25 Per Dozen

**Danish Pastries, Cinnamon Rolls,  
Muffins and Croissants (V)**  
\$42 Per Dozen

**Assorted Bagel Middles  
with Vegetable Cream Cheese (V)**  
\$22 Per Dozen

**Whole Fruit (VEG)**  
\$3 Per Piece

**Assorted Kind Plus Bars (V)**  
\$5 Each

**BLT Deviled Egg (V;GF)**  
\$5 Each

**Mason Jar Strawberry  
and Banana Parfait (V)**  
\$5 Each

**Individual Nut and Fruit  
Muesli (V;GF)**  
\$5 Each

**Assorted Scones (V)**  
Preserves & Cream  
\$32 Per Dozen

**Fresh Sliced Fruit (V; VEG)**  
\$7 Per Person

# A LA CARTE ITEMS

Minimum order of 12 per item

# Sweet Snacks

**Assorted Dessert Bars**  
Include Oreo Dream Bar, Chocolate Raspberry Tangos,  
Lemonberry Jazz Bars and Toffee Cream Cheese Chews (V)  
\$42 Per Dozen

**Cookies, Brownies & Blondies (V)**  
\$42 Per Dozen

**Assorted Cheese Cake Pops (V)**  
\$42 Per Dozen

**Mini Macaroons (V)**  
\$42 Per Dozen

**Assorted Flavored Yogurt Pretzels**  
Key Lime, Raspberry and Strawberry (V)  
\$15 Per Pound

**Triple Threat Chocolate Covered Almonds (V; GF)**  
\$30 Per Pound

**Chai Seed and Orange  
Panna Cotta Cups (V)**  
\$6 Each

**Jelly Belly Beans (V; GF)**  
\$25 Per Pound

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# A LA CARTE ITEMS

Minimum order of 12 per item

## Savory Snacks

### **Flavored Popcorn (3)**

Bacon, Lime Chili  
and Buttered Parmesan Parsley Flavored  
\$7 Per Person

### **Individual Bags of Potato Chips (3) or Vegetable Chips (V;GF)**

\$3 Each

### **Individual Bags of Mixed Nuts (3)**

\$3 Each

### **Buffalo Stampede Mix or Moonburst Blend (V)**

\$28 Per Pound

### **Mango Coconut Energy Bites with Lime (3)**

\$36 Per Dozen

### **Seasonal Berry Smoothie Shots (V; GF)**

\$5 Each

### **Mini Crudité Shooter (V; GF)**

\$5 Each

### **Avocado, Strawberry, Cheddar Toast (V)**

\$24 Per Dozen

### **Chai Peanut Butter, Banana and Toasted Coconut Toast (VEG)**

\$24 Per Dozen

### **Tomato, Radish, Mozzarella, Olive, Pepper & Basil Skewer with Lemon Chive Dressing (V,GF)**

\$8 Each

### **Blue Corn Tortilla Chips and Salsa Verde (3)**

\$5 Per Person

### **Corn and Cheese Arepas (V;GF)**

with Pickled Onions and Cilantro  
\$4 Each

### **Zucchini, Scallion, White Cheddar Muffins (V)**

\$32 Per Dozen

### **Marshmallow Chuck Rice Manifesto Bar (GF;V)**

\$5 Each

### **Assorted Citrus Cupcakes (V)**

\$42 Per Dozen

### **Chocolate & Exotic Minature Desserts (V)**

\$42 Per Dozen

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# Cold Beverages

Assortment of Coke,  
Diet Coke & Sprite  
\$4 Each

Bottled Water  
\$4 Each

Bottled Iced Tea  
\$4 Each

Individual Bottled Fruit Juices  
\$4 Each

Bottled Perrier or  
San Pellegrino Water  
\$5 Each

Starbuck Iced Frappuccino  
Mocha, Vanilla, or Regular  
\$8 Each

Monster Energy Drink 16.oz  
\$6 Each

Iced Tea  
\$42 Per Gallon

Lemonade  
\$42 Per Gallon

Florida Orange Juice  
\$48 Per Gallon

Infused Spring Water  
\$84 Per 3 Gallons  
Choice of Lemon, Lime,  
Orange, Cucumber-Mint,  
Ginseng, Lime Basil, Orange,  
Star Anise, Hibiscus

# Water Coolers

Water Cooler Kit and Refills

Water Cooler Kit  
Chilled Water dispenser includes  
5 gallons of Spring Water  
and disposable 7 ounce cups  
\$75 Each

5 Gallon Water Refills  
\$45 Each

# BEVERAGES

## Hot Beverages

Starbucks Freshly Brewed  
Regular Coffee  
\$58 Per Gallon

Starbucks Freshly Brewed  
Decaffeinated Coffee  
\$58 Per Gallon

Revolution Tea with Hot Water  
\$58 Per Gallon

## Keurig Package

**Keurig Brewer Rental**  
Minimum of 100 Servings  
\$400 for Exhibitor Package

Additional Refills  
Minimum of 24 Servings  
\$96 Each

**Keurig Machine Deposit**  
\$100  
Deposit Refundable Post Event  
Once Machine is Returned in Working Condition

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# Themed Action Breaks

All action breaks require an attendant fee of \$150 per station, per every four hours

## Café Lauderdale

200 serving minimum

A dedicated 20 amp circuit is required

An experienced Barista will brew flavored Lattes, Cappuccinos, Espresso and Cuban coffees to order

**\$6 Each**

## Cinnamon Roasted Almonds (4 oz)

A dedicated 30 amp circuit is required

Minimum of 100 guests per cart

The aromatic smell of sweet cinnamon glazed almonds will lead your guests directly to you

**\$7.50 Each**

## Sun Squeezed Lemonade

A dedicated 5 amp circuit is required

Minimum of 100 guests per cart

16 oz. of freshly squeezed lemonade shaken and served over ice for each guest

**\$6 Each**

## Ice Cream You Scream

A dedicated 20 amp circuit is required

Minimum of 100 guests per cart

Vanilla, Chocolate or Strawberry Ice Cream

Your guest's choice of the following toppings:

Chocolate Chips	Oreo	Chocolate
Gummy Bears	Rainbow Sprinkles	Caramel Syrup
Crushed Butterfinger	M&M's	

Two toppings **\$6 Each**

Three toppings **\$7 Each**

## Italian Ice

A dedicated 5 amp circuit is required

Minimum of 100 guests per cart

Treat your guests to Fat Free Italian Ice using local fruit.

Available Flavors: Blueberry, Lemon, Lime, Strawberry or Pineapple

**\$6 Each**

## Out to the Ball Game

A dedicated 15 amp circuit is required

Minimum of 100 guests per cart

Hot Dogs served out of our old fashioned wheeled hot dog cart

with warm buns, ketchup (3), mustard (3), and relish (3)

**\$5 Each**

## Stadium Soft Pretzels (V)

A dedicated 40 amp circuit is required

Minimum of 100 guests per cart

Warm soft pretzels

served with yellow mustard

**\$4 Each**

**\$5 Each** with Nacho Cheese

## Under the Big Top

A dedicated 20 amp circuit is required

Minimum of 100 guests per cart

Old fashioned cart serving fresh popped popcorn (3)

**\$3.50 per serving**

Limited Inventory. Inquire from Sales Representative.

Client is responsible for ordering specified amount of power through Edlen Electric 954.607.7255



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# Boxed Lunches

Orders of 10 boxed lunches and below; maximum of two selections  
Orders of 50 boxed lunches and below; maximum of three selections

Served with Whole Fruit, Potato Chips and Chocolate Chip Cookies

## **Chicken Caesar Wrap**

Grilled Chicken Breast with Shaved Parmesan Cheese, Romaine Lettuce, Caesar Dressing in a Roasted Garlic Wrap

**Tomato Mozzarella (V)**  
On a Ciabatta Roll

## **Mediterranean Vegetarian (V)**

Spinach Wrap with Hummus, Portobello Mushrooms, Arugula, Cucumber and Feta Cheese

**Add \$1 Per Lunch**  
Gluten Free Bread (V; GF)  
and Gluten Free Dessert (V;GF)

**\$23 per person**

## **Hickory Smoked Turkey**

White Cheddar, Watercress, Apple on Cranberry Ciabatta

## **Pistachio Mortadella**

Havarti Dill, Leaf Lettuce on Sweet Bread

## **Oven Roast Beef**

Smoked Gouda, Caramelized Onions, Red Leaf Lettuce on Everything Brioche Bun

## **Italian Deli**

Capicola, Salami and Prosciutto, Shredded Lettuce and Giardiniera Relish on Ciabatta

## **BCCC Salad**

Roasted Shrimp Salad with Mixed Greens, Artichokes, Toasted Coconut, Cucumber, Mango and Balsamic Dressing

## **Loaded Chicken Salad Sandwich**

Celery, Chives, Pecans, Onions and Parsley with Cranberry Chipotle Cheddar on White Hoagie

**\$24 per person**

## **So Flo Salad (GF)**

Mojo Spiced Chicken Breast, Seasonal Greens, Almonds, Crumbled Goat Cheese, Sweetie Drop Peppers, Pickled Onions, Cucumber with Parsley Apple Cider Vinaigrette

**\$25 per person**

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# Entrée Lunch Salads

All plated lunch selections include Artisan Rolls with Sweet Butter, and Choice of Dessert

## Romaine & Red Baby Oak Salad (GF)

Kalamata Olives, Stilton Bleu Cheese, Walnuts,  
Cucumbers and Raspberry Vinaigrette

**\$15 per Person**

## Bibb & Red Leaf Lettuce (GF)

Avocado, Garbanzo, Corn, Jubilee Tomato,  
Pecorino Cheese, Tarragon Dressing

**\$16 per Person**

## Kale and Quinoa Salad (GF)

Butternut Squash, Cranberries, Pecans,  
Feta, Pumpkin Seeds, Orange Apple Cider Dressing

**\$17 Per Person**

## Watercress & Radicchio Salad (GF)

Toasted Almonds, Golden Beets, Goat Cheese,  
Pickled Red Onion, Minted Peas, Champagne Dressing

**\$15 per person**

## Iceberg & Mesclun Green Salad (GF)

Hazelnuts, Crumbled Bacon, Radish,  
Feta, Orange Segments, Apple Cider Vinaigrette

**\$16 per Person**

### Add on to your Salad

Select one of the following:

Grilled Chicken Breast (GF)	Grilled Sesame Tuna (GF)
\$6	\$9
Latin Spiced Shrimps (GF)	Oven Roasted Salmon (GF)
\$8	\$12



# Lunch Desserts

Select one of the following:

Lemon Mousse Lemon, Raspberry Sponge Cake,  
Banana Coconut Salsa (V)

Pear Chutney Mousse Pear, Blackberry Jam,  
Hazelnut Dust (V)

Fresh Fruit Cup (VEG; GF)

Chocolate Cake Sphere, Dulce De Leche Spread,  
Crispy Orange (V)

Lemon Meringue Pie, Passion Fruit Pearls,  
Kiwi Strawberry Hash (V)

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# Hors D'oeuvres

Minimum order for 50 pieces per selection

## HOT SELECTIONS

### \$4 Hot Selections

BBQ Chicken Purse

Short Rib Wellington with Madeira Demi

Beef Empanada with Chimichurri

Tomato Basil Arancini Risotto (V)

Tempura Crisp Shrimp with Chili Remoulade

### \$5 Hot Selections

Boursin Stuffed Breaded Mushroom  
(GF,V)

Smoked BBQ Pork Spring Roll

Paella Arancini

Pecan Crusted Chicken

Florida Blue Crab Cake with Cilantro Lime

### \$6 Hot Selections

Grouper Macadamia with Passion  
Fruit Aioli

Butternut Squash Ricotta Croquette,  
Lemon Cream Fraiche

Sugar Cane Skewered Beef Chimichurri

Lobster Coconut Bites, Tarragon  
Orange Glaze

Lemongrass Chicken Rolls, Guava Sauce

## COLD SELECTIONS

### \$4 Cold Selections

Roasted Beets on Rice Cracker (V; GF)

Tricolored Bruschetta with Kalamata &  
Green Olive and Tomato (V)

Green Peas and Feta Mousse in Filo Cup (V)

Shrimp Ginger Salad with Cabbage

### \$5 Cold Selections

Tomato, Mozzarella and Basil  
with Organic Olive Oil (V; GF)

Fig Wrapped in Prosciutto (GF)

Jerk Chicken & Papaya

Beef Carpaccio Arugula Mustard Aioli

### \$6 Cold Selections

Artichoke Bottom with Feta & Sundried Tomato (V; GF)

Skewered Quail Egg with Sausage Bacon Polenta

Sirloin Red Potato Goat Cheese Romesco

Duck Mandarin Orange on Brioche



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# Cold Reception Displays

## **International & Domestic Cheese Platter (V)**

Minimum order for 25 guests  
with Crostini and Gourmet Crackers

**\$6 per person**

## **Fresh & Pickled Crudité Display (V)**

Minimum order for 25 guests  
Served with Lemon Parmesan Dip (V),  
Green Olive Dip (V) and Creamy Pistachio Dip (V)

**\$5 per person**

## **Yellow Grape Tomato, Radish, Mozzarella, Olive, Red Peppers and Fresh Basil Skewer with Cheese Rolls (V,GF)**

**\$5 per piece**

## **Grilled and Roasted Vegetables (V)**

Minimum order for 25 guests  
Sweet Potato Biscuits (V), Grilled Artichoke,  
Piquillo Peppers, Roasted Tomato,  
Tricolored Baby Carrot, Asparagus, Fennel  
and Baby Zucchini (3)

**\$7 per person**

## **Marination Station (V)**

Minimum order for 25 guests  
Gigandes Beans (3), Balsamic Cippolini Onions (3),  
Calabrese Antipasto Salad (GF),  
Stuffed Cherry Potatoes (GF),  
Heart of Palm (3) and Button Mushrooms (3)  
Served with Rosemary Olive Oil Bread (V)

**\$9 per person**

## **Sushi Bar (GF)**

Minimum order for 50 pieces  
Featuring California Rolls, Sashimi and Sushi  
Assortment with Wasabi, Ginger and Soy Sauce

**\$7 per piece**

## **Fort Lauderdale Seafood Bar (GF)**

Minimum order for 50 guests  
Gulf Shrimp, Snow Crab Claws, Oysters,  
and Grilled Octopus Salad with Mango Cocktail Sauce,  
Apple Mignotte, Mustard Sauce and Lemon Wedges

**\$28 per person**



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# Hot Reception Displays

Food Service includes 1 Hour, Extended services available for additional surcharge

Minimum order for 50 people

## Paella Party (GF)

Lobster, Chicken Wings, Shrimp, Chorizo, Mussels and Clams Sautéed with Peppers, Onions and Saffron Rice Flambéed with Spanish Sherry

**\$15 per person**

## Ravioli Station

- Beef Ravioli with Creamy of Corn Sauce
- Wild Mushroom Ravioli with Pomodoro Sauce (V)
- Maryland Crab Ravioli with First Pressed Olive Oil, Capers, Tomato, and Parsley

*Served with Grilled Focaccia (V) and Rosemary Breadsticks (3)*

**\$18 per person**

## Tapas Station

- Seafood Croquette with Saffron Aioli
- Cod Stuffed Piquillo Peppers (GF)-
- Mini Tortilla Espanola (V,GF)
- Calamari Salad (GF)
- White Anchovy Crostini with Almonds, & Shrimp Gazpacho Shooters (GF)
- Manchego & Cured Meat, Stewed Mussels & Beans (GF)

*Served with Olive Oil Flatbread (V) and Grilled Baguette*

**\$18 per person**

## Slider Station

- Falafel with Lemon Tahini (VEG)
- Crab Cake with Mustard Remoulade
- Pork Belly with Spiced Apple Chutney
- Paprika BBQ Beef Brisket

*Served with Homemade Potato Chip*

**\$19 per person**



*Prices do not include 22% administration fee and 7% sales tax*

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**Catering Sales | 954.765.5882**



# Dessert Stations

All Dessert Stations require a Chef Attendant fee of \$150 per station

Minimum order for 100 people, Food Service includes 1 Hour

## Churro Donut Station

Cinnamon Dusted Churro Donuts (V)  
with Dulce De Leche (V,GF), Hot Fudge(3),  
Marshmallow Puff, Chopped Nuts (3), Toasted Coconut,  
Mini M&Ms and Rainbow Sprinkles  
**\$10 per person**

## Chocolate Fountain (V)

Choice of White, Dark or Milk Chocolate  
Served with Rice Crispy Treats, Brownie Bites,  
Strawberries, Marshmallows and Pineapple  
**\$13 per person**

## Build Your Own Deconstructed Pie Station

Key Lime, Lemon Meringue, Cherry & Apple Pie  
Served with Whipped Cream, Graham Crackers  
Crumbs, Toasted Coconut, Mixed Berries,  
Crust Crumbs, Almonds, Caramel Sauce and Pecans  
**\$12 per person**



# Carvery Stations

All Carved items require a Chef Attendant fee of \$150 per station

Minimum order for 50 people, Food Service includes 1 Hour

## Whole Roasted Chicken (GF)

with Roasted Root Vegetables (3)  
and Spinach Gnocchi with Creamy Chicken Broth  
**\$12 per person**

## Smoked Ribs and Biscuits

with Mango Habanero BBQ Sauce (3),  
and Grilled Corn (V)  
**\$15 per person**

## Almond Crusted Mahi Mahi

with Coconut Risotto (V;GF),  
and Creamy Guava Sauce (V;GF)  
**\$13 per person**

## Coffee Rubbed Beef Tenderloin Tri Tip (GF)

with Avocado and Roasted Pepper Salsa (3)  
and Grilled Leeks (3)  
**\$16 per Person**

## Fried Boneless Turkey (GF)

with Chestnut Mascarpone Potato Puree (V;GF)  
and Sage Orange Gravy (V;GF)  
**\$13 per person**

## Puff Pastry Salmon

with Dill Fennel Napa Cabbage Slaw (3),  
and Tangerine Aioli (V)  
**\$14 per person**

## Red Chili Smoked Tomahawk (GF)

with Smoked Cheddar Grits (V;GF)  
and Braised Greens (GF)  
**\$15 per person**



Prices do not include 22% administration fee and 7% sales tax

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# Cocktail Service

Cost based on per drink consumption

Bartender fee of \$150 per bar, per four hours or portion thereof Bar list and prices are subject to change

## Hosted Bars On Consumption

Minimum sales of \$500 per bar paid in advance

*Based on per drink consumption*

## Cash Bar

Minimum sales of \$500 per bar paid in advance, refunded post event if met

Premium Brands	\$12.00
Call Brands	\$8.00
Domestic Beer	\$6.00
Imported Beer	\$7.00
House Wine	\$8.00
Soft Drinks	\$4.00
Juices	\$4.00
Bottled Water	\$4.00

Drink tickets available upon request

## Bar Packages

Price based on 100 guests

Four hour bartender fee included

### World Wine Bar... \$1,550

A sampling of wines from around the world. Includes 36 bottles of wine (two reds and two whites) and International and Domestic Cheese Display.

### Happy Hour Bar... \$1,300

Unwind with an ice cold beer and some of your favorite bar snacks. Includes two varieties of beer (one import and one domestic- 150 total) and 3.5 pounds each of Mixed Nuts & Pretzels.

### Bangin Bloody Mary Bar... \$900

Choice of Either Vodka or Tequila  
Garnished with Assorted Hot Sauces,  
Skewered Pickled Vegetables, Pickle Spears  
& Celery Sticks  
Add Roasted Shrimp Garnish \$4 Per Person

### Sparkling Mimosa Bar... \$900

Champagne or Sparkling Water Served with your Choice of Fruit Garnishes  
Juices to Include Orange, Grapefruit  
& Cranberry Juice with Strawberry, Grapes, Mint  
Leaves, Lime & Orange Wheels as  
Garnishes

### Signature Drink Bar... \$900

Select a Signature Drink to Showcase at Your Bar

Contact Your Catering Sales Representative for a list of Our Signature Drinks

## Wine by the Bottle

\$32 per House Bottle: Red, White & Rosé

\$50 per Premium Bottle: Red, White & Rosé

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## REFRIGERATED STORAGE ORDER FORM

TITLE OF EVENT: \_\_\_\_\_ CONTACT: \_\_\_\_\_  
BOOTH NAME: \_\_\_\_\_ BOOTH #: \_\_\_\_\_  
COMPANY NAME: \_\_\_\_\_  
ON SITE CONTACT: \_\_\_\_\_ CELL #: \_\_\_\_\_  
BILLING ADDRESS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
PHONE #: \_\_\_\_\_ FAX #: \_\_\_\_\_

DATE OF DELIVERY AND PICK-UP:  
BEGINNING: \_\_\_\_\_ ENDING: \_\_\_\_\_  
Description of Stored Goods: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Refrigerated Storage  
Requirements: \_\_\_\_\_  
\_\_\_\_\_

Size of Goods (cubic feet): \_\_\_\_\_  
Refrigerated Storage is Limited and is on a First Come, First Serve Basis.  
• Up to 2 Cubic Feet  • Over 2 Cubic Feet   
\$1.50 Per Cubic Foot/Per Day \$3.00 Per Cubic Foot/Per Day

FORM OF PAYMENT: There will be 3.5% Administration Fee for credit card orders.  
CHECK  CREDIT CARD   
(\$500.00 max.)  
American Express  Visa  Master Card

- Payments are due prior to receiving products and/or goods.
- There will be 3.5% Administration Fee for credit card orders.
- All orders will be subjected to a 20% Service Charge and 6% Sales Tax.
- All deliveries must be addressed c/o Broward County Convention Center  
C/O Food & Beverage.

Name of Card Holder: \_\_\_\_\_  
Card Number: \_\_\_\_\_  
Card Expiration Date: \_\_\_\_\_  
Signature: \_\_\_\_\_



**AUDIO-VISUAL ORDER FORM**

Event Name \_\_\_\_\_

Event Dates \_\_\_\_\_

**SECTION A**

Flat Panel Monitors	QTY/DAY	RATES	AUDIO	QTY/DAY	RATES
	QTY. X DAYS	X RATES =		QTY. X DAYS	X RATES =
17" FLAT PANEL DISPLAY	x	\$100.00 =	Powered Speaker with Stand	x	\$90.00 =
21" FLAT PANEL DISPLAY	x	\$125.00 =	SMALL SOUND SYSTEM *	x	\$250.00 =
42" FLAT PANEL DISPLAY	x	\$250.00 =	* 2 POWERED SPEAKERS W/STANDS, MIXER, MIC		
50" FLAT PANEL DISPLAY	x	\$300.00 =	4 Channel Mixer	x	\$45.00 =
52" FLAT PANEL DISPLAY	x	\$350.00 =	Wireless Handheld or Lavalier	x	\$150.00 =
42"/50" CHROME POST STAND	x	\$125.00 =	CD PLAYER	x	\$30.00 =
			CD Record	x	\$40.00 =
			SM 58 Microphone	x	\$30.00 =

Larger Monitors Available Upon Request

Additional Labor May Be Required For Multiple Or Larger Items.

VIDEO	QTY/DAY	RATES	PROJECTION	QTY/DAY	RATES
	QTY. X DAYS	X RATES =		QTY. X DAYS	X RATES =
DVD PLAYER (BluRay)	x	\$35.00 =	FLIPCHART W/PAD & MARKERS	x	\$35.00 =
Apple Ipad	x	\$70.00 =	TRIPOD SCREENS (6' - 7' - 8')	x	\$40.00 =
PC Laptop	x	\$175.00 =	7 1/2' x 10' Fast Fold Screen	x	\$150.00 =
Panasonic HD Camera	x	\$400.00 =	LCD PROJECTOR (3000L)	x	\$300.00 =
DVD Record	x	\$200.00 =	LCD PROJECTOR (6000L)	x	\$450.00 =
VGA Cable 50'	x	\$15.00 =	LCD PROJECTOR (12000L)	x	\$1,000.00 =
RGB Cable 50'	x	\$20.00 =	48" PROJ./ MONITOR CART W/SKIRT	x	\$20.00 =
VGA/RGB Distribution Amp.	x	\$60.00 =			

Larger Monitors Available Upon Request

Specialty Equipment Available Upon Request.

**BOOTH LIGHTING PACKAGES UPON REQUEST**

**SECTION B**

**CALCULATE YOUR ORDER**

**ORDERING INSTRUCTIONS**

1. After choosing quantity of equipment and days needed
2. Enter dollar amounts from section A in section B
3. Calculate your order in section B
4. Fill in billing information in section C
5. Fax to Everlast Productions @ 954-456-1243

Equipment Total.....	
Add Basic Delivery/ Setup/ Pick up.....	\$100.00
Sub-Total.....	=
Add Tax @ 6%.....	+
<b>Total Charge.....</b>	<b>\$</b>
If Using Credit Card add 2.75% Admin.Fee to Total.....	=

**Delivery Information**

Delivery Date \_\_\_\_\_ Time \_\_\_\_\_  
 Location \_\_\_\_\_

**Pickup Information**

Pickup Date \_\_\_\_\_ Time \_\_\_\_\_  
 Location \_\_\_\_\_

**SECTION C**

**Billing Information** Please Print Clearly

Company Name: \_\_\_\_\_

On Site Contact: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number \_\_\_\_\_

Fax Number \_\_\_\_\_

Print Name \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Payment Information** Circle One

**CREDIT CARD**  
 AMX MC VISA

CARD NUMBER

EXPIRATION DATE

CARDHOLDER'S NAME

**C.O.D.**

COMPANY CHECK CHECK #

CASH

**Notes:**

Please Email your order form to jfernandez@everlastproductions.com and include show name in the subject line.

If the specific AV equipment needed is not listed please contact us at 954-812-8817

Payment will be processed after equipment is delivered and installed.

Any electrical needs must be ordered from Edlen Electrical directly.





**Telecommunications & Network Services Order**  
 Greater Fort Lauderdale/Broward County Convention Center

1950 Eisenhower Blvd  
 Fort Lauderdale, FL 33316  
 T.954-448-5847 F.866-935-8819  
<http://www.cclid.net>  
 info@cclid.net

Event Name: \_\_\_\_\_ Booth #/Location: \_\_\_\_\_  
 Company Name: \_\_\_\_\_ Event Date(s): \_\_\_\_\_  
 Street Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Postal Code: \_\_\_\_\_  
 Contact Name: \_\_\_\_\_ Telephone #: \_\_\_\_\_ Email Address: \_\_\_\_\_

**PAYMENT MUST ACCOMPANY ORDER** (Please make checks payable to CCLD. Note: We cannot accept checks from foreign banks nor can we accept cash.)

- Check Enclosed    Visa    Mastercard    American Express

Credit Card Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_ Security Code: \_\_\_\_\_

I HAVE READ AND AGREE TO ALL TERMS AND CONDITIONS OF THIS ORDER. PLEASE SEE BACK PAGE FOR COMPLETE TERMS & CONDITIONS.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Name as it appears on credit card: \_\_\_\_\_

**Incentive Rates Apply to Orders Received (with payment) 21 Calendar Days PRIOR to First Open Show Date.**  
**ORDERS PLACED ON-SITE ARE SUBJECT TO ADDITIONAL INSTALLATION CHARGES.**

TELECOMMUNICATIONS SERVICES	INCENTIVE RATES	BASE RATES	QUANTITY	TOTAL
Switched Telephone Line (Must dial 9 for an outside line)	\$ 235	\$ 270		
Polycom Conference Phone	\$ 180	\$ 230		

*A credit card must be supplied with this order for long distance service to be provided.*

INTERNET & NETWORK SERVICES	INCENTIVE RATES	BASE RATES	QUANTITY	TOTAL
<b>High-Speed Internet Lite</b> Private IP Address, up to 128kbps per computer	\$ 420	\$ 510		
<b>High-Speed Internet Standard</b> Private IP Address, up to 256kbps per computer	\$ 750	\$ 870		
<b>High-Speed Internet Premium</b> (Recommended for VPN Users) Up to 5 mbps, additional devices may be added; each computer utilizing connection must have a CCLD-approved IP address.	\$ 1,100	\$ 1,250		
<b>Additional Network Devices</b> (Utilizing Premium Service)	\$ 145	\$ 190		
<b>16-Port Hub Rental</b>	\$ 145	\$ 190		
<b>50-Foot CAT-5 Patch Cable</b>	\$ 50	\$ 75		
<b>100-Foot CAT-5 Patch Cable</b>	\$ 75	\$ 100		

*Customer may utilize their own router (wired or wireless) and cables when using the premium wired service if desired. CCLD does require that an Additional Device/IP Address be purchased for each device utilizing the Premium Wired Internet service.*

DEDICATED BANDWIDTH WIRED INTERNET SERVICES	INCENTIVE RATES	BASE RATES	QUANTITY	TOTAL
Dedicated 3Mbps Bandwidth Connection	\$ 3,995	\$ 4,595		
Dedicated 5Mbps Bandwidth Connection	\$ 5,995	\$ 6,595		
Dedicated 10Mbps Bandwidth Connection	\$ 9,995	\$ 10,595		

*Dedicated services work well for high bandwidth applications such as webcasting, streaming media, etc. Larger increments of dedicated bandwidth are available upon request.*

Subtotal :	
10% Sales Tax / Surcharge :	
<b>Total :</b>	

*To ensure proper placement in your booth, please attach a scaled drawing showing service locations with reference to adjacent aisle numbers or booths. If not received, CCLD will place services in the center of the booth. Requests to change location of services will be subject to a \$150.00 Relocation Charge.*



## TERMS AND CONDITIONS

1. **Lease of Equipment.** CCLD agrees to lease and provide to Customer, and Customer agrees to lease and obtain from CCLD, the equipment and service described herein or on attached supplement(s), for the rental payment set forth herein, or on such attached supplement (plus all sales, use, and all other taxes due to federal, state, or local taxing authorities, if any, on the lease of equipment and provision of service here under). **Payment For Which Must Accompany Service Orders.**
2. **Term.** The equipment and services will be provided during the dates of the relevant show set forth on the CCLD Service Order Form, subject to the other provisions of this agreement. Prices are subject to change without notice.
3. **Use of PBX Switch and Related Services.** Customer's rental of the equipment shall include the usage of (but not physical access to) the common telecommunication equipment (collectively, the "Switch") serving the Customer at the convention facility identified on the CCLD Service Order Form (the "Building").
4. **Local Exchange Telephone Services.** Local exchange telephone services will be provided by the local telephone company's exchange services and facilities.
5. **Long Distance.** Long distance (interchange) services are provided by CCLD under license agreements with center management (1+ dialing) or arrangements directly between Customer and such other parties (0+ dialing). CCLD or other such parties may process billing for such service. Billing or other questions relating to long distance services should be directed initially to CCLD at the number shown on the CCLD Service Order Form. A \$0.75 surcharge per call will be charged on all Directory Assistance, Toll Free Numbers and Credit Card Calls.
6. **Request for Service; Payment.**
  - (a) Request for special arrangements must be received by CCLD no less than thirty (30) days prior to initial move in date. Custom/ Fiber orders must be received at least 60 days prior to move in date.
  - (b) Personal checks will be accepted with Advance Rate requests only.
  - (c) There will be \$50.00 service charge for all returned checks.
7. **Equipment Management.** CCLD will collect telephone sets, hubs and other equipment after the event. Please leave equipment at the location it was installed or please call our office when you are ready to return it.
8. **Cancellations.** The equipment and services are being provided by CCLD under a license agreement with the building owner or manager. CCLD may cancel this Agreement and its obligations by notice to customer in the event such license agreement expires or is terminated, in which event CCLD's only obligation shall be to refund any advanced payments made by Customer.
9. **Customer's Duties.**
  - (a) Customer will use the equipment in a careful and proper manner. Customer shall not make any alterations, attachments, or additions to the equipment without CCLD's written consent. Only CCLD employees or approved personnel are authorized to modify system wiring.
  - (b) Customer shall be liable for any loss or damage to the equipment arising from Customer's negligence, intentional act, unauthorized maintenance other cause within the reasonable control of Customer, its representatives, employees, agents, or invitees. In the event of any loss or damage to the equipment for which Customer is liable, Customer shall reimburse CCLD for the reasonable cost of the repair or replacement. **You will be charged upon non-return of the equipment.** Standard Telephone Sets, \$75.00 each; Multi-line Sets, \$300.00 each; Speaker Phone Sets, \$75.00 each; Fax Machines, \$500.00 each; Polycom Sets, \$300.00 each; Hubs, \$300.00 each. Any additional equipment rented by CCLD will have an agreed upon non-return charge amount at time of rental.
  - (c) The equipment shall remain the sole and exclusive property of CCLD or its assignee, and nothing contained herein shall give or convey to Customer any right, title or interest whatever in the equipment which shall, at all times, be and remain personal property notwithstanding that it may be or become attached to or embedded in the realty.
10. **Events of Customer Default.** Customer shall be in default hereunder if Customer fails to pay when due any rental payment or service charge or any other indebtedness to CCLD, or Customer fails to return equipment to CCLD when required to do so hereunder fails to perform or observe any other obligation or covenant to be performed or observed by Customer hereunder. **No credit will be given for equipment or service cancelled after installation date. Installation date is same as Show Move in date. A \$55.00 process charge per service will be applied to any orders cancelled prior to move in date.**
11. **Remedies of CCLD.** At any time after a default by the Customer, CCLD may terminate this Agreement, by notice to Customer, and repossess the equipment, whereupon customers' right to use the equipment shall cease but Customer shall remain liable for all unpaid charges, and CCLD may apply and retain all or such portion of customers deposit as may be necessary to compensate CCLD for any unpaid charges or damages and expenses incurred on account of such default, or CCLD may exercise any other rights accruing to a lessor under any applicable law upon a default by a lessee.
12. **Limitation of Liability.**
  - (a) CCLD's obligations under this Agreement are subject to, and CCLD shall not be liable for delays, failure to perform or damage or destruction or malfunction of the equipment or services or any consequence of any of the above, caused, occasioned or due to fire, flood, water, the elements, labor disputes or shortages, utility curtailments, power failure, explosions, civil disturbances, government regulatory requirements, acts of God or public enemy, war, military or government requisition, shortages of equipment or supplies, unavailability of transportation, acts or omissions of anyone other than CCLD, its representatives, agents or employees, or any other cause beyond CCLD's reasonable control.
  - (b) In all situations involving performance or non-performance of equipment or related programs of services furnished under this Agreement, the Customer's sole and exclusive remedy and CCLD's sole and exclusive liability will be (i) the adjustment or repair of the equipment or replacement of the its parts by CCLD or at CCLD's option, replacement of the equipment, or correction of programming errors or (ii) if, after reasonable and repeated efforts, CCLD is unable to install the equipment or replacement equipment in good working order, or to restore the same to good working order, or to make programming operate, the Customer shall be entitled to terminate this Agreement and receive a refund equal to the excess (if any) of (1) the total amount theretofore paid by Customer to CCLD for equipment and services under this Agreement, or (2) the reasonable value of Customer's use of the equipment and services.
  - (c) **In no event shall CCLD be liable to the Customer or to any other party for special collateral, exemplary, indirect, incidental, or consequential damages, whether such damages occur either prior or subsequent to, or are alleged as a result of, fortuitous conduct, failure of the equipment or services of CCLD or breach of any of the provisions of this Agreement, regardless of the form of action, whether in contract or in tort, including strict liability and negligence, even if CCLD has been advised of the possibility of such damages, or for any damages caused by the Customer's failure to perform the Customer's responsibilities. Such excluded damages include, but are not limited to, loss of profits, loss of use or interruption of business, or other consequential of indirect economic loss.**
  - (d) Customer acknowledges and agrees that neither the owner of the building nor the prime licensee of other party responsible for the event in which the Customer is participating is responsible for the provision of the equipment or the services, and that neither such party shall be liable to Consumer for any failure or defect in such equipment or services.
  - (e) Claims will not be considered unless filed in writing with CCLD by Customer prior to the close of the event identified on the order form submitted.
13. **Indemnification.** Customer hereby assumes liability for and agrees to indemnify, protect and hold wholly harmless CCLD and its agents, employees, officers, directors, and any and all successors and assigns, from and against any and all liabilities, obligations, losses, damages, injuries, claims, demands, penalties, actions, costs, and expenses, including reasonable attorney's fees, in contract, in tort or otherwise, which result from and arise out of the negligent or wrongful use of the equipment or the services, or from the acts or omissions of the Customer or its representatives, agents, employees, or invitees.
14. **Assignment.** CCLD shall have the right to assign its interest under the Agreement to any other party subsequently providing equipment and services to the building.
15. **Entire Agreement; Amendment.** This Agreement and any attached supplement(s) constitute the entire agreement between the parties hereto and supercedes all prior oral or written discussions or agreements. This Agreement may be amended only by a written agreement executed between both parties.
16. **Governing Law.** This Agreement shall be construed under the laws of the state in which the building is located.
17. **Cellular Air Time (Usage).** Cellular services are billed by license agreements with CCLD. Billing for such services will be billed separately by CCLD.
18. **Wireless Applications.** Users of wireless hardware (e.g. 802.11) and/or applications must contact CCLD to coordinate frequency usage.
19. **Exclusivity.** CCLD is the exclusive voice/data communications provider for the BCCC. As such all outside proxy servers, routers, or any machine used to propagate a single I.P. address to multiply devices are forbidden. Each device, which has the ability to see the internet, must have an I.P. address purchased for that device.



# Wireless Services Order

Greater Fort Lauderdale/Broward County Convention Center

1950 Eisenhower Blvd  
Fort Lauderdale, FL 33316  
T. 954-448-5847 F. 866-935-8819  
<http://www.ccd.net>  
info@ccd.net

Event Name: \_\_\_\_\_ Booth #/Location: \_\_\_\_\_

Company Name: \_\_\_\_\_ Event Date(s): \_\_\_\_\_

Street Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Telephone #: \_\_\_\_\_ Email Address: \_\_\_\_\_

**PAYMENT MUST ACCOMPANY ORDER** (Please make checks payable to CCLD. Note: We cannot accept checks from foreign banks nor can we accept cash.)

- Check Enclosed   
  Money Order Enclosed   
  Visa   
  Mastercard   
  American Express

Credit Card Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_ Security Code: \_\_\_\_\_

I HAVE READ AND AGREE TO ALL TERMS AND CONDITIONS OF THIS ORDER. PLEASE SEE BACK PAGE FOR COMPLETE TERMS & CONDITIONS.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Name as it appears on credit card: \_\_\_\_\_

**Incentive Rates Apply to Orders Received (with payment) 21 Calendar Days PRIOR to First Open Show Date.**

WI-FI EXHIBITOR BOOTH SERVICES (MULTIPLE USERS)	INCENTIVE RATES	BASE RATES	QUANTITY	TOTAL
<b>Wi-Fi In Booth Package: Up to 10 Users</b> <small>**login instructions will be emailed, customer may upgrade to use their own login information below</small>	\$ 2,500	\$ 3,000		
<b>Wi-Fi In Booth Package: Up to 20 Users</b> <small>**login instructions will be emailed, customer may upgrade to use their own login information below</small>	\$ 3,500	\$ 4,000		
<b>Wi-Fi In Booth Package: Up to 50 Users</b> <small>(customer may provide their own Wi-Fi network name (SSID) and password at no additional charge)</small>	\$ 5,000	\$ 6,000		
<b>Wi-Fi Network Name (SSID) and Password</b> <small>**Available to purchase with 10 user and 20 user packages above</small>	\$ 750	\$ 1,000		
<b>Please provide Wi-Fi Network Name (SSID) and Password if purchased above</b>  Wi-Fi Network Name (SSID): _____  Wi-Fi Password (must be 8 characters & is case sensitive): _____				
<b>Splash Page with Sponsor Logo</b> (Template provided by CCLD) and <b>Redirect Landing Page</b> (URL that is customer specific)	\$ 2,500	\$ 3,000		

*The 10, 20 and 50 user Wi-Fi networks above will be rate limited to 5Mbps per user.*

WI-FI EXHIBITOR BOOTH SERVICES (PER USER)	INCENTIVE RATES	BASE RATES	QUANTITY	TOTAL
2Mbps Wi-Fi In Booth Connection per user	\$ 300	\$ 350		

*This service is available on the exhibit floor and is priced per user. Each device requiring service would need a separate connection. The login information will be emailed after payment is processed and will include the Wi-Fi network name and password(s).*

**Please note:** The above Wi-Fi Exhibitor Booth Services are available on the exhibit floor. For mission critical applications, we recommend using a wired internet connection as Wi-Fi is vulnerable to interference due to many different factors outside of our control. A separate paid network named BCCCWIFI is available exclusively in the lobbies and meeting rooms (excludes exhibit floors) offering a daily rate of \$15 for a 1Mbps connection.

Subtotal (Wi-Fi Services):	
10% Sales Tax / Surcharge:	
<b>Total:</b>	

Please email your order to [info@ccd.net](mailto:info@ccd.net) or fax to us at **404-222-5514**. A receipt and instructions will be sent after the order is received.

## TERMS AND CONDITIONS

1. **Lease of Equipment.** CCLD agrees to lease and provide to Customer, and Customer agrees to lease and obtain from CCLD, the equipment and service described herein or on attached supplement(s), for the rental payment set forth herein, or on such attached supplement (plus all sales, use, and all other taxes due to federal, state, or local taxing authorities, if any, on the lease of equipment and provision of service here under). **Payment For Which Must Accompany Service Orders.**
2. **Term.** The equipment and services will be provided during the dates of the relevant show set forth on the CCLD Service Order Form, subject to the other provisions of this agreement. Prices are subject to change without notice.
3. **Use of PBX Switch and Related Services.** Customer's rental of the equipment shall include the usage of (but not physical access to) the common telecommunication equipment (collectively, the "Switch") serving the Customer at the convention facility identified on the CCLD Service Order Form (the "Building").
4. **Local Exchange Telephone Services.** Local exchange telephone services will be provided by the local telephone company's exchange services and facilities.
5. **Long Distance.** Long distance (interchange) services are provided by CCLD under license agreements with center management (1+ dialing) or arrangements directly between Customer and such other parties (0+ dialing). CCLD or other such parties may process billing for such service. Billing or other questions relating to long distance services should be directed initially to CCLD at the number shown on the CCLD Service Order Form. A \$0.75 surcharge per call will be charged on all Directory Assistance, Toll Free Numbers and Credit Card Calls.
6. **Request for Service; Payment.**
  - (a) Request for special arrangements must be received by CCLD no less than thirty (30) days prior to initial move in date. Custom/ Fiber orders must be received at least 60 days prior to move in date.
  - (b) Personal checks will be accepted with Advance Rate requests only.
  - (c) There will be \$50.00 service charge for all returned checks.
7. **Equipment Management.** Customer will be responsible for returning all telephone sets, hubs, or other equipment and related materials to the CCLD Service Desk within 2 hours of the close of show.
8. **Cancellations.** The equipment and services are being provided by CCLD under a license agreement with the building owner or manager. CCLD may cancel this Agreement and its obligations by notice to customer in the event such license agreement expires or is terminated, in which event CCLD's only obligation shall be to refund any advanced payments made by Customer.
9. **Customer's Duties.**
  - (a) Customer will use the equipment in a careful and proper manner. Customer shall not make any alterations, attachments, or additions to the equipment without CCLD's written consent. Only CCLD employees or approved personnel are authorized to modify system wiring.
  - (b) Customer shall be liable for any loss or damage to the equipment arising from Customer's negligence, intentional act, unauthorized maintenance other cause within the reasonable control of Customer, its representatives, employees, agents, or invitees. In the event of any loss or damage to the equipment for which Customer is liable, Customer shall reimburse CCLD for the reasonable cost of the repair or replacement. **You will be charged upon non-return of the equipment.** Standard Telephone Sets, \$75.00 each; Multi-line Sets, \$300.00 each; Speaker Phone Sets, \$75.00 each; Fax Machines, \$500.00 each; Polycorn Sets, \$300.00 each; Pagers, \$150.00 each; Cellular Phones, \$500.00 each; Hubs, \$300.00 each. Any additional equipment rented by CCLD will have an agreed upon non-return charge amount at time of rental. All charges are subject to a 8% sales tax.
  - (c) The equipment shall remain the sole and exclusive property of CCLD or its assignee, and nothing contained herein shall give or convey to Customer any right, title or interest whatever in the equipment which shall, at all times, be and remain personal property notwithstanding that it may be or become attached to or embedded in the realty. **Customer should pick up equipment and/or instructions at the CCLD Service Desk.**
10. **Events of Customer Default.** Customer shall be in default hereunder if Customer fails to pay when due any rental payment or service charge or any other indebtedness to CCLD, or Customer fails to return equipment to CCLD when required to do so hereunder fails to perform or observe any other obligation or covenant to be performed or observed by Customer hereunder. **No credit will be given for equipment or service cancelled after installation date. Installation date is same as Show Move in date. A \$55.00 process charge per service will be applied to any orders cancelled prior to move in date.**
11. **Remedies of CCLD.** At any time after a default by the Customer, CCLD may terminate this Agreement, by notice to Customer, and repossess the equipment, whereupon customers' right to use the equipment shall cease but Customer shall remain liable for all unpaid charges, and CCLD may apply and retain all or such portion of customers deposit as may be necessary to compensate CCLD for any unpaid charges or damages and expenses incurred on account of such default, or CCLD may exercise any other rights accruing to a lessor under any applicable law upon a default by a lessee.
12. **Limitation of Liability.**
  - (a) CCLD's obligations under this Agreement are subject to, and CCLD shall not be liable for delays, failure to perform or damage or destruction or malfunction of the equipment or services or any consequence of any of the above, caused, occasioned or due to fire, flood, water, the elements, labor disputes or shortages, utility curtailments, power failure, explosions, civil disturbances, government regulatory requirements, acts of God or public enemy, war, military or government requisition, shortages of equipment or supplies, unavailability of transportation, acts or omissions of anyone other than CCLD, its representatives, agents or employees, or any other cause beyond CCLD's reasonable control.
  - (b) In all situations involving performance or non-performance of equipment or related programs of services furnished under this Agreement, the Customer's sole and exclusive remedy and CCLD's sole and exclusive liability will be (i) the adjustment or repair of the equipment or replacement of the its parts by CCLD or at CCLD's option, replacement of the equipment, or correction of programming errors or (ii) if, after reasonable and repeated efforts, CCLD is unable to install the equipment or replacement equipment in good working order, or to restore the same to good working order, or to make programming operate, the Customer shall be entitled to terminate this Agreement and receive a refund equal to the excess (if any) of (1) the total amount theretofore paid by Customer to CCLD for equipment and services under this Agreement, or (2) the reasonable value of Customer's use of the equipment and services.
  - (c) **In no event shall CCLD be liable to the Customer or to any other party for special collateral, exemplary, indirect, incidental, or consequential damages, whether such damages occur either prior or subsequent to, or are alleged as a result of, fortuitous conduct, failure of the equipment or services of CCLD or breach of any of the provisions of this Agreement, regardless of the form of action, whether in contract or in tort, including strict liability and negligence, even if CCLD has been advised of the possibility of such damages, or for any damages caused by the Customer's failure to perform the Customer's responsibilities. Such excluded damages include, but are not limited to, loss of profits, loss of use or interruption of business, or other consequential of indirect economic loss.**
  - (d) Customer acknowledges and agrees that neither the owner of the building nor the prime licensee of other party responsible for the event in which the Customer is participating is responsible for the provision of the equipment or the services, and that neither such party shall be liable to Consumer for any failure or defect in such equipment or services.
  - (e) Claims will not be considered unless filed in writing with CCLD by Customer prior to the close of the event identified on the order form submitted.
13. **Indemnification.** Customer hereby assumes liability for and agrees to indemnify, protect and hold wholly harmless CCLD and its agents, employees, officers, directors, and any and all successors and assigns, from and against any and all liabilities, obligations, losses, damages, injuries, claims, demands, penalties, actions, costs, and expenses, including reasonable attorney's fees, in contract, in tort or otherwise, which result from and arise out of the negligent or wrongful use of the equipment or the services, or from the acts or omissions of the Customer or its representatives, agents, employees, or invitees.
14. **Assignment.** CCLD shall have the right to assign its interest under the Agreement to any other party subsequently providing equipment and services to the building.
15. **Entire Agreement; Amendment.** This Agreement and any attached supplement(s) constitute the entire agreement between the parties hereto and supercedes all prior oral or written discussions or agreements. This Agreement may be amended only by a written agreement executed between both parties.
16. **Governing Law.** This Agreement shall be construed under the laws of the state in which the building is located.
17. **Cellular Air Time (Usage).** Cellular services are billed by license agreements with CCLD. Billing for such services will be billed separately by CCLD.
18. **Wireless Applications.** Users of wireless hardware (e.g. 802.11) and/or applications must contact CCLD to coordinate frequency usage.
19. **Exclusivity.** CCLD is the exclusive voice/data communications provider for the GWCCA. As such all outside proxy servers, routers, or any machine used to propagate a single I.P. address to multiply devices are forbidden. Each device, which has the ability to see the internet, must have an I.P. address purchased for that device.



# ORDER INSTRUCTIONS

Advance Payment Deadline Date: 01/22/20

# EDLEN

The Power People

**ELECTRICAL EXHIBITION SERVICES**

16110 NW 13th Avenue, Miami, FL 33169  
Phone: (305) 623-5335 Fax: (305) 623-5337  
miami@edlen.com

<b>EXHIBITOR:</b>		<b>BTH #</b>	
<b>EVENT:</b>	<b>Tech Supershow</b>		
<b>FACILITY:</b>	<b>Greater Ft. Lauderdale Broward County Conv. Ctr.</b>		
<b>DATES:</b>	<b>February 12-14, 2020</b>	<b>EVENT #</b>	<b>020004MI</b>

FOR YOUR CONVENIENCE PLACE YOUR ORDER ONLINE AT [WWW.EDLEN.COM](http://WWW.EDLEN.COM)

## COMPLETE THE STEPS BELOW TO PLACE UTILITY ORDERS

### Step 1 Complete the Method of Payment

This form must be completed and returned with the order forms below.

### Step 2 Complete Utility Order Forms as Required

- A. Electrical Order
- B. Plumbing Order
- C. Lighting Order

### Step 3 Review Electrical Labor Instructions

This form will help you determine if you require electrical labor in your booth.

- A. What electrical work in your booth space needs to be performed by Edlen Electricians.
- B. How power is delivered to your booth in the facility (from the floor or ceiling).
- C. What other forms are required in order to schedule and pre-pay your estimated labor cost.

### Step 4 Complete Additional Labor Forms as Required

Forms include the following:

- A. **Electrical Distribution**  
This form is used for the distribution of power on the floor in your booth space. The form should be completed by all island booths. Inline and peninsula booths need to provide this information only if power is required at any location other than the rear of the booth space.
- B. **Electrical Booth Work**  
This form is used to estimate electrical labor required in the construction of your booth.
- C. **Plumbing Distribution**  
This form is used for the distribution of air/water & drain services in your booth space. The form should be completed by all island booths. Inline and peninsula booths need to provide this information only if plumbing is required at any location other than the rear of the booth space.

### Step 5 Complete the Electrical & Plumbing Layout Forms (if applicable)

All island booths must return an electrical layout and plumbing layout (if applicable) indicating a main distribution point as well as any other locations requiring power or plumbing services. Inline and peninsula booths need to return an electrical layout only if power is needed at any other location than the rear of the booth.





# METHOD OF PAYMENT

Advance Payment Deadline Date: 01/22/20

# EDLEN

The Power People

**ELECTRICAL EXHIBITION SERVICES**

16110 NW 13th Avenue, Miami, FL 33169  
Phone: (305) 623-5335 Fax: (305) 623-5337  
miami@edlen.com

<b>EXHIBITOR:</b>		<b>BTH #</b>	
<b>EVENT:</b>	<b>Tech Supershow</b>		
<b>FACILITY:</b>	<b>Greater Ft. Lauderdale Broward County Conv. Ctr.</b>		
<b>DATES:</b>	<b>February 12-14, 2020</b>	<b>EVENT #</b>	<b>020004MI</b>

## FINANCIALLY RESPONSIBLE COMPANY

<b>COMPANY NAME:</b>		<b>PHONE:</b>	
<b>ADDRESS:</b>		<b>FAX:</b>	
<b>CITY:</b>	<b>ST:</b>	<b>ZIP:</b>	
<b>COUNTRY:</b>		<b>CELL #:</b>	
<b>EMAIL:</b>			

## METHOD OF PAYMENT

All transactions require a credit card on file with proper authorization. In addition to checks, Edlen also accepts American Express, Mastercard, Visa, Discover, ACH and Wire Transfers. Indicate form of payment below.

**ACH ELECTRONIC PAYMENT TRANSFER**

*Wells Fargo* ABA# 121000248 Acct: 4122636046  
3800 Howard Hughes Parkway, Las Vegas, NV 89169  
Phone: 800.289.3557

Please note the financial institution MUST be based in the US. In order to avoid a transfer fee, you must notify the financial institution that you wish to make an ACH electronic payment transfer.

**BANK WIRE TRANSFER INFORMATION \***

Bank transfer to Wells Fargo  
Wire Transfer:  
ABA#: 121000248 Acct: 4122636046  
International Wire Transfer:  
Swift Code: WFBIUS6S Acct: 4122636046

\* Please reference the Event # listed above and your Booth # on all electronic payments.

**\* \$50 processing fee MUST be included with transfer.**

**CREDIT CARD**

For your convenience, we will use this authorization to charge any remaining balances on your account prior to event closing. A copy of final charges will be sent to the email address provided in the payment information section.

VISA  MASTERCARD  AMEX  DISCOVER

**COMPANY CHECK**

Make check payable to: Edlen Electrical. All foreign checks must be drawn on U.S. Banks only. Check must be received before the deadline date and you must include a credit card as a guarantee. Please reference the Event # listed above on your remittance.

## CHECK AND CREDIT CARD INFORMATION

<b>COMPANY NAME:</b>	
<b>CHECK #</b>	
<b>CREDIT CARD NUMBER:</b>	<b>EXP DATE:</b>
<b>CARD HOLDER SIGN:</b>	<b>PRINT NAME:</b>
<b>EMAIL:</b>	
<b>THIRD PARTY PAYMENT? YES or NO</b>	

## CREDIT CARD ADDRESS INFORMATION IF DIFFERENT THAN INFORMATION ABOVE

<b>ADDRESS:</b>	<b>CITY:</b>	<b>ST:</b>	<b>ZIP:</b>
-----------------	--------------	------------	-------------

## SERVICE TOTALS

1. BANK WIRE TRANSFER PROCESSING FEE	
2. ELECTRICAL ORDER	
3. ESTIMATED LABOR	
4. LIGHTING ORDER	
5. PLUMBING ORDER	
<b>SUBTOTAL</b>	
<b>SALES TAX</b> due unless 3rd party providing FL DR-13 or charitable org. providing FL DR-14 must accompany order	<b>7% SALES TAX</b>
<b>TOTAL DUE</b>	

## AUTHORIZATION

<b>AUTHORIZED SIGNATURE ABOVE</b>	
<b>PRINT NAME ABOVE</b>	<b>TODAY'S DATE ABOVE</b>

**By signing and placing this order, I accept all payment policies, the terms and conditions outlined on all completed service order forms, and the Edlen General Data Protection Regulation Privacy Policy**



The Power People

**ELECTRICAL EXHIBITION SERVICES**  
 16110 NW 13th Avenue, Miami, FL 33169  
 Phone: (305) 623-5335 Fax: (305) 623-5337  
 miami@edlen.com

<b>EXHIBITOR:</b>		<b>BTH #</b>	
<b>EVENT:</b>	<b>Tech Supershow</b>		
<b>FACILITY:</b>	<b>Greater Ft. Lauderdale Broward County Conv. Ctr.</b>		
<b>DATES:</b>	<b>February 12-14, 2020</b>	<b>EVENT #</b>	<b>020004MI</b>

**FOR YOUR CONVENIENCE PLACE YOUR ORDER ONLINE AT [WWW.EDLEN.COM](http://WWW.EDLEN.COM)**

**ORDER INSTRUCTIONS**

**INLINE AND PENINSULA DELIVERY**  
 The cost of 120-Volt outlets includes delivery to one location at the rear of inline or peninsula booths. If you require the outlet(s) to be distributed to any other location(s), material and labor charges apply. There is a minimum charge of (1) hour for installation and (1/2) hour for removal. Complete and return the Electrical Distribution Form along with a floor plan layout of your booth space indicating outlet location(s).

**ISLAND BOOTH DELIVERY ONE LOCATION**  
 Island booths that only need power delivered to one location incur (1) hour labor charge for installation & removal. Return a floor plan layout of your booth space indicating the outlet location with measurements and orientation.

**ISLAND BOOTH DELIVERY MULTIPLE LOCATIONS**  
 Island booths that require power to be delivered to multiple locations within their booth space incur a minimum (1) hour labor charge for installation. The removal of this work will be charged a minimum (1/2) hour or (1/2) the total time of installation. Material charges will apply. Return a floor plan layout of your booth space indicating a main distribution point and all outlet locations with measurements and orientation. If a main distribution point is not provided, Edlen will deliver to the most convenient location.

**208/480V POWER DELIVERY AND CONNECTIONS**  
 Edlen electricians must make all high voltage connections and disconnections on a time and material basis. Complete the Electrical Booth Work Form to schedule your estimated connection time and labor. Return form with your order.

**24 HOUR SERVICES**  
 Electricity will be turned on within 30 minutes of show opening and off within 30 minutes of show closing, show days only. If you require power at any other time order 24 hour power at double the outlet rate.

**CANCELLATIONS**  
 Credits will not be issued for services delivered and not used. See #13, 19 & 20 on back of form for additional details.

**TERMS & CONDITIONS**  
 I agree in placing this order that I have accepted Edlen's payment policy and the terms and conditions of the contract.

**ELECTRICAL OUTLETS** Approximately 120V/208V A.C. 60 Cycle - Prices are for Entire Event

	QTY Show Hours Only	QTY 24hrs/day Double rate	ADVANCE PAYMENT PRICE	REGULAR PAYMENT PRICE	TOTAL COST
<b>120 VOLT</b>					
500 WATTS (5 AMPS)	_____	_____	87.00	132.00	_____
1000 WATTS (10 AMPS)	_____	_____	120.00	180.00	_____
2000 WATTS (20 AMPS)	_____	_____	182.00	272.00	_____
<b>208 VOLT SINGLE PHASE</b>					
20 AMPS	_____	_____	292.00	417.00	_____
30 AMPS	_____	_____	348.00	497.00	_____
60 AMPS	_____	_____	517.00	738.00	_____
<b>208 VOLT THREE PHASE</b>					
20 AMPS	_____	_____	388.00	582.00	_____
30 AMPS	_____	_____	462.00	693.00	_____
60 AMPS	_____	_____	688.00	1032.00	_____
100 AMPS	_____	_____	987.00	1481.00	_____
200 AMPS	_____	_____	2086.00	3129.00	_____
400 AMPS	_____	_____	3233.00	4850.00	_____

**TRANSFORMER(S)** Boost 208 Volt to 230 Volt  
 Transformer (20 amp minimum charge) Total Amps: \_\_\_\_\_ x 5.00 = \_\_\_\_\_

**Please call for information on any services you require that are not listed here.**

**480V CONNECTIONS** Approximately 480V A.C. 60 Cycle - Prices are for Entire Event

<b>480 VOLT THREE PHASE</b>					
20 AMPS	_____	_____	778.00	1164.00	_____
30 AMPS	_____	_____	924.00	1386.00	_____
60 AMPS	_____	_____	1376.00	2064.00	_____
100 AMPS	_____	_____	1974.00	2962.00	_____

**120V RENTAL MATERIAL (Must Pick up Items at Onsite Exhibitor Service Center)**

15' EXTENSION CORD	_____	26.00	_____
POWER STRIP	_____	26.00	_____

<b>TRANSFER TOTAL TO BOX #2 ON METHOD OF PAYMENT FORM</b>	<b>TOTAL</b>	_____
-----------------------------------------------------------	--------------	-------

PRINT NAME: \_\_\_\_\_

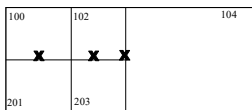
EMAIL: \_\_\_\_\_ PHONE: \_\_\_\_\_

# TERMS & CONDITIONS

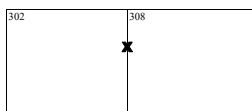
1. Order with payment & floor plan (for island booths or any booth requiring distribution of electrical services) must be received no later than the deadline date on the front of this form for advance payment rates to apply. Orders faxed or mailed without payment and required floor plan will not be guaranteed advance rates. Orders received after the deadline date will be charged at the regular rate. A purchase order or photocopy of a check are not considered valid forms of payment for securing advanced rate.
2. In the event order totals are calculated incorrectly, Edlen reserves the right to make the necessary corrections and charge the corrected amount. Exhibitors will be notified by email or fax of any such corrections.
3. Outlet rates listed include bringing services to one location at the rear of inline and peninsula booths.
4. Outlet rates listed **do not** include the connection of any equipment, special wiring, or distribution of the outlets, to other than the standard locations within the booth space. Distribution to all other locations *regardless of booth type* require labor and is performed on a time and material basis. Exhibitors are invited to contact the local Edlen office to discuss any additional costs that may be incurred.
5. A separate outlet must be ordered for each location where an electrical service is required. 5 amps or 500 watts is the minimum amount of power that can be ordered for any one location. Power must be ordered according to peak amperage ratings.
6. Island Booths - Booths that require power to be delivered to multiple locations within their booth space incur a minimum (1) hour labor charge for installation. The removal of this work will be charged a minimum (1/2) hour or (1/2) the total time of installation. Material charges will apply. Return a floor plan layout of your booth space indicating a main distribution point and all outlet locations with measurements and orientation. If a main distribution point is not provided, Edlen will deliver to the most convenient location.
7. There is a total (1) hour or (1/2) hour installation and (1/2) hour removal charge for Island Booths that require delivery to one location.
8. Labor rates are based on current wage scales and are subject to change in the event of a wage increase after rates have been published. A minimum charge of (1/2) hour labor will apply for all installation work. The removal of this work will be charged a minimum of 1/2 hour or 1/2 the total time of installation, plus material.
9. For a dedicated outlet, order a 20 amp outlet.
10. In the event 1000 watt overhead quartz lights cannot be mounted to existing catwalks in the convention hall, lift and labor charges will apply. Please contact our local office to discuss any additional charges.
11. Edlen employees are authorized to cut floor coverings when essential for installation of services unless otherwise directed.
12. Edlen is the exclusive provider of all material and equipment used in the distribution of temporary electrical services throughout the exhibit hall including the exhibitor booth space. This material is provided on a rental basis ONLY and remains the property of Edlen. It shall be removed only by Edlen employees.
13. Any extension cords or power strips ordered on the front of this form should be picked up at the Exhibitor Service Center. Credit will not be issued for unused items.
14. Standard wall and other permanent building utility outlets or sockets are not part of a booth space and may not be used by exhibitors unless electrical services have been ordered through Edlen.
15. All equipment regardless of source of power, must comply with federal, state and local codes. Edlen reserves the right to inspect all electrical devices and connections to ensure compliance with all codes, for which labor charges can be incurred. Edlen is required to refuse connections where the Exhibitor wiring or equipment is not in accordance with electrical codes.
16. All electrical equipment must be properly tagged and wired with complete information as to the type of current, voltage, phase, cycle, horsepower, etc., required for operation.
17. All Exhibitors' cords must be a minimum of 14 gauge, 3 wire and grounded. Two (2) wire extension cords are not allowed. All exposed, non-current carrying metal parts of fixed equipment which are liable to be energized, shall be grounded.
18. Payment in full must be rendered during the event. Exhibitors ARE NOT billed for services provided. Services may be interrupted if payment is not received.
19. Credit will not be given for services installed and not used. All orders are subject to a 25% cancellation fee if cancelled in writing & received by Edlen within 14 calendar days prior to show opening. Except sales tax, Edlen will not refund overpayment in amounts less than \$50.00 unless specifically requested in writing.
20. Claims will not be considered or adjustments made unless filed in writing by Exhibitor prior to the close of the event.
21. Exhibitor holds Edlen harmless for any and all losses of power beyond Edlen's control, including, but not limited to, losses due to utility company failure, permanent power distribution failure, power failure caused by vandalism, faulty Exhibitor equipment or overloads caused by Exhibitor.
22. It is agreed that in the event it becomes necessary to turn this matter over to an attorney for collection, or to file a lien, or foreclosure, or otherwise, Exhibitor will pay Edlen its attorney fees or applicable agency fees.
23. A service charge of 1.5% per month on any unpaid balances will be assessed starting 10 days after date of invoice. A \$25.00 service charge will be assessed for all returned checks and credit cards. Exhibitor agrees to reimburse Edlen for all applicable rental taxes.
24. Exhibitor hereby agrees to all terms and conditions outlined on all order forms and the Edlen General Data Protection Regulation (GDPR) privacy policy, which can be reviewed by visiting <https://ordering.edlen.com/LegalNotices/Terms-Edlen-GDPR.pdf>

## COMMONLY ASKED QUESTIONS - WHERE WILL MY OUTLET BE LOCATED?

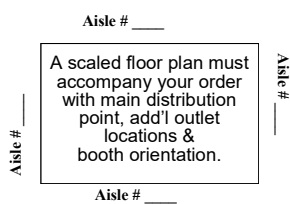
Outlets are located as depicted below for inline & peninsula booths. All other locations require labor on a time & material basis. Exhibitors with hard wall booths must make arrangements with Edlen to bring power inside the booth on a time and material basis.



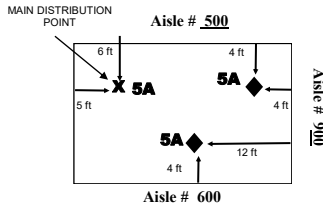
(IN-LINE BTHS) (PENINSULA)



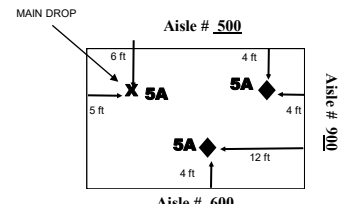
(BACK TO BACK PENINSULAS)



ISLAND BOOTHS



EXAMPLE-FLOOR POWER



EXAMPLE-CEILING POWER

**FOR OTHER COMMONLY ASKED QUESTIONS VISIT OUR WEBSITE @ [WWW.EDLEN.COM](http://WWW.EDLEN.COM)  
OR CALL THE NUMBER ON THE FRONT OF THIS FORM**



The Power People

**ELECTRICAL EXHIBITION SERVICES**

16110 NW 13th Avenue, Miami, FL 33169  
Phone: (305) 623-5335 Fax: (305) 623-5337  
miami@edlen.com

<b>EXHIBITOR:</b>		<b>BTH #</b>	
<b>EVENT:</b>	<b>Tech Supershow</b>		
<b>FACILITY:</b>	<b>Greater Ft. Lauderdale Broward County Conv. Ctr.</b>		
<b>DATES:</b>	<b>February 12-14, 2020</b>	<b>EVENT #</b>	<b>020004MI</b>

**LABOR ORDERING INSTRUCTIONS**

**Step 1 Review Jurisdiction Information Below**

The work outlined under Electrical Jurisdiction below must be performed by Edlen Electricians and cannot be performed by any other union or I&D House. Determine the type of work required in your booth space and complete the corresponding labor forms. The Power Delivery section indicates if power typically comes from the ceiling or the floor which may impact your booth layout.

**Step 2 Complete the Appropriate Form**

There are 2 different forms utilized to schedule labor in your booth space. This allows exhibitors to pre-pay the estimated labor cost. This is only an estimate. Final labor and/or lift cost may be greater or less depending on time required and minimum labor charges.

**A. Electrical Distribution**

This form is used for the distribution of power on the floor in your booth space. This form should be completed for all island booths. Inline and peninsula booths need to provide this information only if power is required at any other location than the rear of the booth space.

**B. Electrical Booth Work**

This form is used to estimate electrical labor required in the construction of your booth.

**Step 3 Return the following forms to Edlen**

Electrical Order, Method of Payment, applicable Labor Forms and Electrical Layout.

**ELECTRICAL JURISDICTION**

**WORK REQUIRING EDLEN ELECTRICIANS**

1. Delivery of main power line to Island Booths only
2. Electrical distribution under carpet or overhead
3. Connection of all high voltage services
4. Hardwiring of any electrical apparatus
5. Installation of lighting hung from ceiling
6. Assembly & installation of lighting hung from truss
7. Motor, truss, rigging installation and cabling

**POWER DELIVERY**

**Power is typically delivered from the floor** in this facility and is brought to one main distribution point. From this point it is distributed to all other locations in the booth space. Depending on the total power requirements an electrical panel may be placed at the main distribution point. Electrical panels utilize a minimum of 1'x1'6" floor space. Please call if you have any concerns.





# ELECTRICAL DISTRIBUTION

**Advance Payment Deadline Date: 01/22/20**

# EDLEN

The Power People

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 miami@edlen.com

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<b>DATES:</b>	<b>February 12-14, 2020</b>	<b>EVENT #</b>	<b>020004MI</b>

## ELECTRICAL DISTRIBUTION UNDER CARPET

**ALL Island booths MUST provide the information below. Inline and peninsula booths need to provide this information ONLY if power is required at any location other than the rear of the booth space.** This information allows Edlen the opportunity to expedite move-in by having your power distribution complete prior to your scheduled move-in time. Complete all of the fields below including the "Labor Estimate" Section. Edlen will make every attempt to complete the work prior to your arrival, but it can not be guaranteed.

1. Provide an Electrical Layout Form:
  - A. The electrical layout must indicate each power outlet and its location with exact measurements.
  - B. The electrical layout must reflect booth orientation. Use surrounding booth or aisle numbers.
  - C. Identify a main distribution point. Power is delivered to that point and then distributed to other locations. Inline or peninsula booths do not need to provide a main distribution point. Power will be located at the rear of the booth.
  - D. If power is only required in one location in Island booths, indicate that location with measurements on your electrical layout.
2. What date will you begin building your booth?
  - A. Date: \_\_\_\_\_ Time: \_\_\_\_\_
3. Will you be utilizing any specialty floor covering other than carpet, such as vinyl or wood?
  - A. Describe flooring: \_\_\_\_\_
  - B. Estimated date and time flooring installation will begin. Date: \_\_\_\_\_ Time: \_\_\_\_\_
4. Show site supervisor:
 

Name \_\_\_\_\_ Cell # \_\_\_\_\_

Email \_\_\_\_\_ Company \_\_\_\_\_
5. The exhibitor acknowledges there is a minimum 1 hour labor charge for the distribution of services and 1/2 hour for the removal of services. Island booths that only require power delivered to one location incur a 1 hour installation and removal charge.
6. In the event a lift is required to deliver power from the ceiling, or if the exhibitor requests power be delivered from above when it's available on the floor, lift charges will apply for installation and removal. There is a minimum 1 hour installation and 1 hour removal cost for both lift and labor. For safety reasons lifts require a 2 man crew.

LABOR RATES AND HOURS		DISTRIBUTION LABOR ESTIMATE		
<b>Labor Minimums</b>	Enter a minimum of 1 hour for installation and 1/2 hour for removal. For installation labor greater than 1 hour, dismantle is 1/2 the total installation time.	<b>MAN HRS</b>	<b>RATE</b>	<b>TOTAL</b>
		ST	\$87.00	
		OT	\$174.00	
<b>LIFT RENTAL</b>				
		<b>HOURS</b>	<b>RATE</b>	<b>TOTAL</b>
			\$260.00	

TRANSFER ESTIMATED TOTAL TO BOX #3 ON METHOD OF PAYMENT FORM	ESTIMATED TOTAL
--------------------------------------------------------------	-----------------

## AUTHORIZATION

PRINT NAME:	DATE:
-------------	-------



# ELECTRICAL BOOTH WORK

Advance Payment Deadline Date: 01/22/20

# EDLEN

The Power People

**ELECTRICAL EXHIBITION SERVICES**

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Phone: (305) 623-5335 Fax: (305) 623-5337  
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<b>DATES:</b>	<b>February 12-14, 2020</b>	<b>EVENT #</b>	<b>020004MI</b>

## BOOTH LABOR REQUIREMENTS

The date and times completed below assist Edlen in scheduling electrical manpower. These times and number of men are not guaranteed. Otherwise, all requests are performed on a first come first serve basis. A representative must come to Edlen's service desk prior to each individual labor request time in order to confirm the booth is ready for labor. If labor is dispatched at the requested time and no "exhibitor supervision" is available, a minimum 1/2 hour labor charge per electrician applies.

### Hardwiring of any Device or Apparatus (Any electrical device that does not come with a plug attached)

Day \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_ # Elec \_\_\_\_\_ Hrs. Each \_\_\_\_\_ Total \_\_\_\_\_

### Connection of High Voltage Services (208V - 480V)

Day \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_ # Elec \_\_\_\_\_ Hrs. Each \_\_\_\_\_ Total \_\_\_\_\_

### Installation of Booth Lighting

Day \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_ # Elec \_\_\_\_\_ Hrs. Each \_\_\_\_\_ Total \_\_\_\_\_

### General Booth Work (Any other work not described above where an electrician is required)

Day \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_ # Elec \_\_\_\_\_ Hrs. Each \_\_\_\_\_ Total \_\_\_\_\_

## OVERHEAD LIGHTING / OVERHEAD SIGNS / LIGHTING REQUIREMENTS

### Assembly & Installation of Lighting Hung from Ceiling or in Booth (Complete Lighting Order Form)

### Installation, Removal & Wiring of Overhead Signs (Complete Hanging Sign & Overhead Sign Placement Form)

## LIFT RENTAL

In the event a lift is required lift charges will apply for installation and removal. There is a minimum 1 hour installation and 1 hour removal cost for both lift and labor. For safety reasons lifts require a 2 man crew.

LABOR RATES AND HOURS		BOOTH LABOR ESTIMATE		
<b>Labor Minimums</b>	Enter a minimum of 1 hour for installation and 1/2 hour for removal. For installation labor greater than 1 hour, dismantle is 1/2 the total installation time.	<b>MAN HRS</b>	<b>RATE</b>	<b>TOTAL</b>
<b>Straight Time</b>	Monday - Friday, 8:00 AM - 4:30 PM, except Holidays.	_____ ST	\$87.00	_____
<b>Overtime</b>	Monday - Friday 4:30 PM - 8:00 AM, all day Saturday, Sunday & Holidays.	_____ OT	\$174.00	_____
		<b>LIFT RENTAL</b>		
		<b>HOURS</b>	<b>RATE</b>	<b>TOTAL</b>
		_____	\$260.00	_____

<b>TRANSFER ESTIMATED TOTAL TO BOX #3 ON THE METHOD OF PAYMENT FORM</b>	<b>ESTIMATED TOTAL</b>
-------------------------------------------------------------------------	------------------------

## AUTHORIZATION

PRINT NAME: \_\_\_\_\_ DATE: \_\_\_\_\_



# EDLEN

The Power People

**ELECTRICAL EXHIBITION SERVICES**

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<b>DATES:</b>	<b>February 12-14, 2020</b>	<b>EVENT #</b>	<b>020004MI</b>

**FOR YOUR CONVENIENCE PLACE YOUR ORDER ONLINE AT WWW.EDLEN.COM**

**OVERHEAD LIGHTING (Does not include labor or lift time to install or remove)**



- Ceiling mounted fixture
- Light up booth signage
- Focus on booth product
- Narrow or wide beam
- Color Gels available

**Call for a quote for labor & lift cost**

	QTY	ADVANCE PRICE	REGULAR PRICE	TOTAL COST
1000 WATT OVERHEAD LIGHT		247.00	372.00	
ST LABOR (Install and/or remove fixture)		87.00	87.00	
OT LABOR (Install and/or remove fixture)		174.00	174.00	
LIFT (Install and remove fixture)		260.00	260.00	

**TRACK LIGHTING (Track & fixture includes power and 1 hour labor for install and removal)**



- LED Par 38 3000K
- Adjustable fixtures
- Low heat
- Beam spread 23-26°
- High intensity, output lights
- Color consistency for jewelry & art

	QTY	ADVANCE	REGULAR	TOTAL
6' TRACK WITH 2 FIXTURES		143.00	229.00	
6' TRACK WITH 3 FIXTURES		173.00	259.00	
6' TRACK WITH 4 FIXTURES		203.00	289.00	
ADDITIONAL LIGHT FIXTURES		42.00	42.00	

**IMPORTANT! Cross bars and stanchions to mount track must be ordered through the decorator.**

**ARM & POLE LIGHTS (Lights include power and 1 hour labor for install and removal)**



- Arm lights must be mounted to hard wall structure
- Pole lights are placed at side rail or rear of booth
- Additional labor and material charges will apply for installation of pole lights in any other location than at the side rail or rear of inline booths

	QTY	ADVANCE	REGULAR	TOTAL
ARM LIGHT		101.00	152.00	
8 FOOT POLE LIGHT WITH 1 FIXTURE		82.00	123.00	
8 FOOT POLE LIGHT WITH 2 FIXTURES		164.00	246.00	

<b>FLOOR PLAN</b>	<b>TRANSFER TOTAL TO BOX #4 ON METHOD OF PAYMENT FORM</b>	<b>TOTAL</b>	
Send floor plan indicating light locations for overhead lights and pole lights	PRINT NAME:		
	EMAIL:	PHONE:	





# PLUMBING ORDER

E  M

Advance Payment Deadline Date: 01/22/20



The Power People

## ELECTRICAL EXHIBITION SERVICES

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FOR YOUR CONVENIENCE PLACE YOUR ORDER ONLINE AT [WWW.EDLEN.COM](http://WWW.EDLEN.COM)

### IMPORTANT NOTES

#### ADDITIONAL CONNECTIONS

If you have more than one machine or multiple connections on a machine, you must order an additional connection for each machine or connection within 20 feet of the outlet ordered. Otherwise you must order another outlet.

#### AIR LINE RESPONSIBILITIES

Edlen is not responsible for moisture, oil, or water in air lines, loss of flow, or increase in pressure in line to equipment. Exhibitor should supply their own filters, driers, or other equipment as needed. No compressors are permitted other than those supplied by Edlen unless they are a fixed part of your machine.

#### WATER PRESSURE

Pressure may vary. No guarantee can be made to minimum or maximum pressures. If pressure is critical, the Exhibitor should arrange to have a pressure regulator valve or pump installed. Edlen is not responsible for sediment, color or taste of water.

### LABOR NOTES

#### OUTLET DELIVERY

There is a minimum labor charge of 1 hour to deliver and 1/2 hour to remove each air, water, and drain outlet. Outlets are delivered to the rear of inline and peninsula booths, and to one location in island booths. If a lift is required to reach the outlets from the ceiling, a 1 hour lift charge for installation and 1 hour for removal will apply.

#### OUTLET DISTRIBUTION

Once outlets have been delivered, the raming and/or distribution of services on the floor will be done on a time and material basis. A minimum 1 hour labor charge for installation and 1/2 hour for removal will apply.

#### OUTLET CONNECTIONS

Connection to exhibitor equipment is included in the cost of the service. Special equipment requiring company engineering or technicians for assembly, servicing, preparatory work and operation may be executed without Edlen plumbers.

#### TERMS & CONDITIONS

I agree in placing this order that I have accepted Edlen's payment policy and the terms and conditions of contract.

### UTILITY SERVICES

ADVANCE REGULAR TOTAL

#### COMPRESSED AIR: 90-100 LBS. PSI

_____ Air Outlet (call for a quote for 24-hour Air)	225.00	338.00	_____
_____ Additional Connections within 20' of Outlet	115.00	174.00	_____

#### CFM REQUIREMENTS

Must order CFM with air services. Refer to # 9 on Plumbing Terms, Conditions & Regulations.

CFM (There is a 5 CFM minimum charge per outlet/connection)	Total CFM = _____
Total CFM _____ x ADVANCE Rate 8.00	= _____
Total CFM _____ x REGULAR Rate 11.00	= _____

#### WATER LINES (Edlen is not responsible for sediment or the color or taste of water.)

_____ Water Outlet	203.00	305.00	_____
_____ Additional Connections within 20' of Outlet	116.00	174.00	_____
# of connections required: _____ Size of connection: _____			
PSI required: _____ GPM Required: _____			

#### DRAIN LINES (If waste water contains hazardous materials, chemicals, or metals, Edlen cannot drain it.)

_____ Drain Outlet	145.00	218.00	_____
_____ Additional Connections within 20' of Outlet	116.00	174.00	_____
Number of connections required: _____ Size of connection required: _____			

#### FILL & DRAIN LABOR (Edlen is not responsible for sediment or the color of water)

_____ 1 – 50 Gallons	80.00	120.00	_____
_____ 51 – 200 Gallons	120.00	180.00	_____
_____ 201 – 500 Gallons	240.00	360.00	_____
_____ Each additional 100 Gallons up to 1,000 Gallons	25.00	38.00	_____

### LABOR

Labor is required for all air, water, & drain lines, as well as distribution of services in your booth space or overhead. Complete the Plumbing Distribution form and include it with your order.

### GAS & MISCELLANEOUS REQUIREMENTS (Call for a Quote)

<b>TRANSFER TOTAL TO BOX #5 ON METHOD OF PAYMENT FORM</b>	<b>TOTAL</b>	
-----------------------------------------------------------	--------------	--

PRINT NAME:

EMAIL:

PHONE:



# PLUMBING DISTRIBUTION

Advance Payment Deadline Date: 01/22/20

# EDLEN

The Power People

**ELECTRICAL EXHIBITION SERVICES**

16110 NW 13th Avenue, Miami, FL 33169  
Phone: (305) 623-5335 Fax: (305) 623-5337  
miami@edlen.com

<b>EXHIBITOR:</b>		<b>BTH #</b>	
<b>EVENT:</b>	<b>Tech Supershow</b>		
<b>FACILITY:</b>	<b>Greater Ft. Lauderdale Broward County Conv. Ctr.</b>		
<b>DATES:</b>	<b>February 12-14, 2020</b>	<b>EVENT #</b>	<b>020004MI</b>

## PLUMBING JURISDICTION

The work described below falls within the jurisdiction of Edlen Plumbers and cannot be performed by any other union, I&D house or exhibitor. Contact our office for clarification regarding scope of work.

- Delivery of Air, Water and Fill & Drain lines
- Installation of lines delivered from overhead
- Distribution of Air, Water & Drain lines under carpet

### 1. REVIEW EACH SECTION AND COMPLETE LABOR ESTIMATE

#### A. Outlet Delivery & Removal

There is a minimum 1 hour labor charge for the delivery and 1/2 hour for the removal of each air, water and drain service. If a lift is required to drop services from overhead, a minimum 1 hour for installation and 1 hour for removal will apply.

#### B. Outlet Distribution Throughout Booth Space

Air, Water and Drain lines are brought to one location at the rear of inline, peninsula and island booths. If you require the distribution of services to any other location within the booth space, there is a minimum 1 hour labor charge for distribution and 1/2 hour for removal, or 1/2 the total time of installation, whichever is greater.

#### C. Outlet Connections

Connection to exhibitor equipment is included in the cost of the service.

### 2. DISTRIBUTION OF SERVICES IN BOOTH SPACE

#### A. Island Booths need to provide the following information:

1. The plumbing layout must indicate each outlet and its location with exact measurements.
2. Each location should indicate the type of service. All air locations must include CFM requirements.
3. The plumbing layout must reflect booth orientation. Use surrounding booth or aisle numbers.
4. Identify a main distribution point. Services are delivered to that point and then distributed to other locations.

#### B. Inline or Peninsula booths must provide the same information with the exception of the main distribution point. The main distribution point will be located at the rear of the booth space.

C. Date you will begin building your booth: \_\_\_\_\_ Estimated time: \_\_\_\_\_

#### D. Will you be utilizing any specialty floor covering other than carpet, such as vinyl or wood?

1. Describe flooring: \_\_\_\_\_

E. What time do you estimate needing the physical connection to your equipment? Date: \_\_\_\_\_ Time: \_\_\_\_\_

F. Show site supervisor: \_\_\_\_\_ Company: \_\_\_\_\_

Cell #: \_\_\_\_\_ Email: \_\_\_\_\_

#### G. This information allows Edlen the opportunity to expedite move-in by having your plumbing distribution complete prior to your scheduled move-in time. Complete the "Labor Estimate" Section below. Edlen will make every attempt to complete the work prior to your arrival.

LABOR ESTIMATE		
MAN HOURS	RATE	TOTAL
_____ ST	\$73.00	_____
_____ OT	\$138.00	_____

<b>ESTIMATED TOTAL</b>	_____
------------------------	-------

**TRANSFER ESTIMATED TOTAL TO BOX #3 ON THE METHOD OF PAYMENT FORM**

WORK RATE SCHEDULE	
<b>ST</b>	Monday - Friday, 8:00 AM - 4:30 PM, except Holidays.
<b>OT</b>	Monday - Friday 4:30 PM - 8:00 AM & all day Saturday, Sunday and Holidays.

### AUTHORIZATION

PRINT NAME: \_\_\_\_\_

DATE: \_\_\_\_\_



## PLUMBING TERMS, CONDITIONS & REGULATIONS

1. Order (with payment) must be received a minimum of 21 days prior to the scheduled event opening for advanced payment rates. Orders received without payment will not guarantee advance rates. Orders received less than 21 days prior to scheduled event opening will be charged the regular rate.
2. In the event that totals are calculated incorrectly, Edlen reserves the right to make the necessary corrections. Exhibitors will be notified by email or fax of any corrections made. This includes adding the required minimum CFM charges when applicable and labor charges.
3. All outlets will be installed on the floor at the back wall of inline and peninsula booths. All services ordered for island booths will be dropped to one location in the booth. Edlen will make every attempt to deliver these services to a location convenient to the exhibitor.
4. Distribution of services throughout the booth space, whether under the carpet, above the carpet or overhead is done on a time and material basis. Lift charges may also apply for overhead distribution.
5. Labor charges apply when an exhibitor requires services to be dropped from overhead when services originate on the floor or columns.
6. The CFM requirements (Cubic Feet per Minute) determine the volume of air required to properly operate exhibitors equipment. CFM is a labor charge for sizing and installation of the service infrastructure.
7. In some instances a pump is required to drain services out of an exhibitor's booth. When this occurs, time & material charges apply. Exhibitors are encouraged to contact Edlen to discuss any potential additional costs.
8. Connection to exhibitor equipment is included in the cost of the service. Special equipment requiring company engineering or technicians for assembly, servicing, preparatory work and operation may be executed without Edlen plumbers.
9. Service outlet size is determined by the volume required. Air line size is dictated by the CFM requirements and air line terminations vary.
10. Compressed Air is supplied during show hours only. If compressed air is required for non-show hours call for a quote.
11. Wall, column and permanent building utility outlets are not part of booth space and are not to be used by exhibitors.
12. Unless otherwise directed, Edlen personnel are authorized to cut floor coverings to permit installing service(s) ordered.
13. Pressure for Water Services may vary. No guarantee can be made of minimum or maximum pressure. If pressure is critical, the exhibitor should arrange to have a pressure regulator valve installed.
14. Natural Gas "when available" is not regulated by Edlen and is at the facility pressure. Call for price quote when available.
15. Gas & Cylinders "when available" 1025 - 1030 BTU per cubic foot at 7' water column pressure. Credit will not be provided on unused cylinders.
16. All equipment using water must have inlet and outlet properly tagged.
17. All equipment must comply with state and local codes.
18. Edlen will not be responsible for moisture or water in air lines. Exhibitors should supply their own filter or other equipment to handle moisture or water.
19. For gas cylinders or any other special requirements call Edlen for a quote at the number on the front of the form. Delivery charges will apply to any specialty equipment delivered and removed from the exhibitor booths.
20. Edlen must have 30 days notice in order to supply special regulators, strainers, traps, etc..
21. Claims will not be considered or adjustments made unless filed by the exhibitor in writing prior to close of the event; no exceptions.
22. Credit will not be given for outlets installed or connections made and not used.
23. Payment in full for all plumbing services provided must be made in full prior to close of the event.
24. It is agreed that in the event it becomes necessary to turn this matter over to an attorney for collection, or to file a lien, or foreclosure, or otherwise, exhibitor will pay Edlen its attorney fees or applicable agency fees.
25. A service charge of \$25.00 will be assessed for all returned checks or declined credit cards.
26. A service charge of 1.5% per month on any unpaid balances will be made starting 10 days after date of invoice.
27. Exhibitor hereby agrees to all terms and conditions outlined on all order forms and the Edlen General Data Protection Regulation (GDPR) privacy policy which can be reviewed by visiting: <https://ordering.edlen.com/LegalNotices/Terms-Edlen-GDPR.pdf>

**POWER TO OPERATE ANY PLUMBING APPARATUS IS NOT INCLUDED.  
ALL ELECTRICAL REQUIREMENTS MUST BE ORDERED ON THE ELECTRICAL FORM.**

For further information please visit our web site at [www.edlen.com](http://www.edlen.com)  
or call the number on the Plumbing Order form





Name of Show:	
Show Location (address):	
Date of Show:	
Set-up Time:	Booth #

## ***FLORAL & BOOTH DECORATIONS – ORDER FORM***

### **Plant Rentals:**



5'-6' Green Plants in Baskets: \$80.00 Each for show  
 \$80.00 Each X \_\_\_\_\_ No. Plants = Total \$ \_\_\_\_\_

3'-4' Green Plants in Baskets - \$60.00 Each for show  
 \$60.00 Each X \_\_\_\_\_ No. Plants = Total \$ \_\_\_\_\_



### **Seasonal Blooming Plant Rentals:** \$45.00 Each

\$45.00 Each X \_\_\_\_\_ No. Plants = Total \$ \_\_\_\_\_

### **Beautiful Flower Arrangements:** (*FOR PURCHASE ONLY*)



Small Arrangements - \$60.00 Each X \_\_\_\_\_ No. = Total \$ \_\_\_\_\_

Medium Arrangements - \$80.00 Each X \_\_\_\_\_ No. = Total \$ \_\_\_\_\_

Large Arrangements - \$100.00 Each X \_\_\_\_\_ No. = Total \$ \_\_\_\_\_



### **Boston Fern Plant Rentals:** \$45.00 Each

\$45.00 Each X \_\_\_\_\_ No. Plants = Total \$ \_\_\_\_\_

### **Please complete all information and at least 2 weeks before the event:**

- 1) Scan the form and Email to: [orders@buning.com](mailto:orders@buning.com) (or) Fax to: **954-677-0783**
- 2) ***Please Note*** - For refunds, all cancellations must be received by email and confirmed by phone no later than two weeks prior to the scheduled event.
- 3) For questions, call Buning the Florist at **800-940-1778** or **954-731-1776**

Total Plants/Flowers	\$
Set Up/Pickup Charge	\$25.00
Subtotal	\$
6.5% Tax on Subtotal	\$
Order Total	\$

### ***\*\*WE WILL CONFIRM YOUR ORDER BY PHONE OR EMAIL \*\****

(Please Print)

**Company Name:** \_\_\_\_\_ **Phone:** (        ) \_\_\_\_\_

**Contact Name:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City/State/Zip:** \_\_\_\_\_

Bill to credit card (complete below)       Check is enclosed (check must be drawn on a US Bank)

**Type Card** \_\_\_\_\_ **Card No.** \_\_\_\_\_ **Exp. Date** \_\_\_\_\_

**Name on Card** \_\_\_\_\_ **Signature** \_\_\_\_\_



Orlando • Las Vegas • Miami • Tampa • Denver  
Dallas/TX • Washington DC • Nationwide



Ordered by / Bill to	Delivery Information
Name <input style="width: 95%;" type="text"/>	Name <input style="width: 95%;" type="text"/>
Company <input style="width: 95%;" type="text"/>	Company <input style="width: 95%;" type="text"/>
Address <input style="width: 95%;" type="text"/>	Address <input style="width: 95%;" type="text"/>
Phone <input style="width: 95%;" type="text"/>	Phone <input style="width: 95%;" type="text"/>
E-Mail <input style="width: 95%;" type="text"/>	E-Mail <input style="width: 95%;" type="text"/>

Show & Booth Information		
Show Name <input style="width: 95%;" type="text"/>	Show Dates/Times <input style="width: 95%;" type="text"/>	
Show City/Venue <input style="width: 95%;" type="text"/>	Booth Number <input style="width: 95%;" type="text"/>	
Decorating Company <input style="width: 95%;" type="text"/>	Exhibiting Company <input style="width: 95%;" type="text"/>	
Onsite Contact Name/Phone Number <input style="width: 95%;" type="text"/>		

**Order Details:** Number of views - enter a number for the quantity of booth views

Empty Booth     
  Booth with staff *Please provide best time for staff photos*

For booth coverage, interaction, and crowd photography please contact us

**Select Delivery Method**

\$125 per view - includes (1) 8x10 print mailed USPS

\$30 per additional (1) 8x10 **duplicate** print mailed USPS

\$170 per view - digital file sent by e-mail via secure link

\$195 per view - digital file sent by e-mail via secure link plus (1) 8x10 print mailed USPS

**In Booth giveaway with logo-please call us**

Total Amount due

You will receive a link to pay by credit card. Confirm e-mail address below

**E-Mail or Fax your order to:**

**Christie's Photographic Solutions**  
 Corporate Headquarters  
 2430 Sand Lake Rd  
 Orlando, FL 32809  
[www.christiesphotographic.com](http://www.christiesphotographic.com)  
[photos@christiesphotographic.com](mailto:photos@christiesphotographic.com)  
 fax: 407-852-0063

**Contact Phone Numbers**

Florida - 407-345-1100  
 Las Vegas - 702-638-2711  
 Washington D.C. - 202-393-1699  
 Dallas/TX - 214-999-1149  
 Denver - 303-665-550

*Image Processing time is 10-14 days following exhibit and receipt of payment*

**Special Instructions**

*Event photography coverage, Digital Printing and Green Screen photography available - Call for pricing and availability*



# Order LeadCapture for: TECH Supershow/ITEXPO 2020

Thank you for exhibiting at TECH Supershow/ITEXPO 2020! To enhance your experience at this year's conference, we have partnered with Cvent to provide lead retrieval services through their LeadCapture product. This easy-to-use tool will allow your team to quickly capture standard contact and custom qualifying information from all attendees at the event.

## HOW IT WORKS:

- Scan badges to gather lead information
- Score leads and takes notes
- Export leads to any database on demand

## USE YOUR OWN DEVICE (iOS or Android)

Purchase a Bring your own Device license and then download the LeadCapture app on your own Android or iOS device. Use the app to scan leads and capture relevant qualifying information.

**\$349**

FIRST APP USER

+

**\$249**

EACH ADDITIONAL

## RENT DEVICES

Purchase a Device Rental license and then pick up a Handheld Infrared Laser Scanner onsite for faster and seamless scanning – price includes app access license!



**\$399**

ORDER  
BEFORE 12AM CDT ON  
1/15/2020

**\$449**

ORDER  
BETWEEN 1/15- 1/29/ 2020

**\$499**

ORDER AFTER  
12AM CDT ON  
1/29/2020

Click [here](#) to:

- Create your **TECH Supershow/ITEXPO 2020**

**Exhibitor Profile**

- Purchase **LeadCapture licenses**

- Log back into your Portal to export your collected leads

cvent

Event Code:

**6A25C4275F65**

## 1. CREATE YOUR ACCOUNT

You must create a new LeadCapture Exhibitor Profile for each event your organization exhibits at. First time visiting for TECH Supershow/ITEXPO 2020? Click Create Account. Once your account has been created, you will be redirected back to the login page automatically. Click **Forgot?** to initially create your password. You will receive an email to create/reset your initial password and, once created, you will be prompted to log in.

*If you have already created an account for this event, use the same link to log back in. Do not click Create an account a second time. If you receive the error, "This event already has an exhibitor with that name." go back to the login screen and reset your password.*

## 2. PLACE YOUR ORDER

Once logged in, click **Buy Now** under **Get Licenses** and order your desired license type.

## 3. LOG BACK INTO YOUR PORTAL

Use the link above to log back into your Portal to add onsite staff, customize lead-qualifying questions, purchase additional licenses, or export leads. If you do not remember your login information, click **Forgot?** and follow the steps to reset your password.

## SUPPORT

1. Email [leadcapture@cvent.com](mailto:leadcapture@cvent.com) for general LeadCapture questions

2. **Not receiving emails?** Please check your spam or junk folder. Otherwise, whitelist the IP address: 184.173.153.62 and email address: exhibitors@cvent.com, then click **Forgot Password** on the portal login page to receive a new email

3. **Interested in Additional Training?**

Click the following link to [Sign Up For a Live Leadcapture Training](#)

### Cvent LeadCapture Liability Waiver

By purchasing the LeadCapture solution, you are accepting the following terms. Customer understands that the rental and use of Cvent LeadCapture Device and Application grants only a license to use it for the duration of this event, and that no equity or ownership is imparted by this rental lease. It is understood that each Cvent LeadCapture Device will need to be charged prior to use, Electrical Service in the exhibiting space may be required.

Customer further is acknowledging and accepting full liability as a representative of your organization and understands fully that he/she is responsible for the proper use and security of any Cvent LeadCapture Device while it is in customer's possession and will be liable for any loss or damage to the rental equipment and that damaged Cvent LeadCapture Devices or Cvent LeadCapture Devices not returned to the Cvent LeadCapture Service Desk at the close of event will be billed for full replacement cost of the device. **Full application terms of use available at:** <http://www.cvent.com/en/product-terms-of-use.shtml>