



17th Annual International Aboveground Storage Tank Conference & Trade Show
 April 27-29, 2015 Rosen Shingle Creek Resort | Orlando, Florida

Welcome

We are pleased that **U.S. Tradeshows** has been selected as your Official General Contractor. Our goal is to help make sure your show participation is a success. Please review our payment policy carefully. As a reminder, **U.S. Tradeshows** requires payment in full at the time you place your order, along with a **payment/charge authorization**. This may be used to cover items such as labor and freight handling not included with your initial payment.

Take advantage of our substantial price discounts! Just return your order with payment by the discount price deadline(s) on the order forms and use the lower price. Please contact our Exhibitor Services Department with questions. If you have a special request, just call! We will do our best to provide you with all your show needs and appreciate the opportunity to serve you.

Show Information

Back wall drape color: Blue / White
 Side wall drape color: White
 Hotel Ballroom is Carpeted

Exhibit Booth Package includes:

Booth Size: 10'x10'
 6' table, skirted blue
 2 chairs, 1 wastebasket
 One-line ID Sign provided per booth

Important Dates

Discount Deadline Date: Friday, April 10, 2015

Advance Shipments:	<u>Monday, March 30, 2015</u>	May begin arriving to the advanced warehouse
	<u>Friday, April 17, 2015</u>	Last day to arrive at the advanced warehouse without a surcharge
Direct Shipments:	<u>Saturday, April 25, 2015</u> <u>Sunday, April 26, 2015</u>	1:00pm to 5:00pm 8:00am to 5:00pm
	(Direct shipments that arrive before the 25th will be refused by the hotel)	
Installation:	<u>Sunday, April 26, 2015</u> (If travel plans cause you to arrive later in the evening, please contact John Halverson at US Tradeshows to help accommodate your needs.)	8:00am to 7:00pm
	Welcome Reception:	8:30pm to 10:00pm
Trade Show Hours:	<u>Monday, April 27, 2015</u> Cocktail Mixer:	8:00am to 6:00pm 6:00pm to 7:30pm
	<u>Tuesday, April 28, 2015</u>	8:00am to 3:30pm
Dismantle:	<u>Tuesday, April 28, 2015</u>	3:30pm to 6:00pm
Outbound carrier check-in:	<u>Tuesday, April 28, 2015</u>	5:00pm
Conference Hours:	<u>Sunday, April 26, 2015</u> <u>Monday, April 27, 2015</u> <u>Tuesday, April 28, 2015</u> <u>Tuesday, April 28, 2015</u> <u>Wednesday, April 29, 2015</u> <u>Wednesday, April 29, 2015</u> <u>Thursday, April 30, 2015</u>	8:00am – 5:00pm EPA SPCC Class Only 8:15am – 6:00pm AST Conference 8:30am – 5:30pm AST Conference 8:30am – 4:45pm Aviation Conference 9:00am – 12:00pm AST Conference 1:30pm – 5:00pm Tanks 101 Course, Part 1 8:30am – 12:00pm Tanks 101 Course, Part 2





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Additional Show information

Advanced Warehouse Shipping Address:

C/O US Tradeshows
NISTM
ABF Freight System, Inc.
3732 Bryn Mawr Street
Orlando, Florida 32808

Show site Direct Shipping Address:

C/O US Tradeshows
NISTM
Rosen Shingle Creek
9939 Universal Blvd
Orlando, FL 32819

Attention Exhibitors:

Shipments that arrive direct at show site prior to:

Saturday, April 25th

May be refused by the hotel!! If you need to ship your booth early, ship it to the advanced warehouse to avoid any problems!

Exhibitor Service Center: Come visit our service desk for any tradeshow related needs. Order Furniture, Cleaning, Freight Handling, and Labor.

Union Information Only full time employees of the exhibiting company and/or union labor can be permitted to work inside the exhibit hall to assist all aspects of your exhibit setup and dismantle. **Tipping is strictly prohibited** and SOLICITATION AND/OR ACCEPTANCE of tips by any of our employees is forbidden.



SHOW OFFICIAL GENERAL SERVICES CONTRACTOR

US Tradeshows has been appointed as the Show Official General Services Contractor to oversee and ensure that the installation and removal of the tradeshow is conducted in an efficient manner and within standard practices. **US Tradeshows** will provide and distribute labor to exhibitors who are in need, in addition to providing adequate general show site labor to install the tradeshow event. **US Tradeshows** will also provide exclusive freight handling services as well as typical trade show rental items & labor. The loading docks, exhibit floor, aisles, service corridors and storage areas are under the control and sole jurisdiction of **US Tradeshows**.

EXHIBITOR DESIGNATED CONTRACTORS (EDC)

An exhibitor may choose to appoint an EDC to handle the installation and removal of their exhibit. This appointed EDC will be permitted to perform these duties only if the following criterion can be satisfied by the EDC:

1. The exhibiting company must inform both show management and US Tradeshows, in writing, of their intention to use an EDC no later than 30 days prior to the first move-in day of the event. The exhibiting company must provide the name of the EDC, address and telephone number.
2. The exhibiting company must provide written proof that the Exhibitor Designated Contractor carries a proper & current certificate of insurance with a minimum of \$2,000,000 liability coverage, including property damage, and \$1,000,000 Auto Liability coverage to show management and US Tradeshows at least 14 days prior to the first show day of the event.
3. The EDC will not be permitted to provide the following services: drayage/material handling services, electrical supply or installation, plumbing, telephone, and cleaning services. These services are the exclusively provided by the SHOW OFFICIAL GENERAL SERVICES CONTRACTOR and/or the facility or one of their appointed vendors. The above stated regulations are required to satisfy licensing, insurance, and work done on equipment and facilities owned by parties other than the Exhibitor. Exhibitors are only permitted to provide material and equipment they own and are to be used in their exhibit space.
4. The EDC being utilized by the exhibiting company must provide a current certificate of insurance with at least the minimum limits listed below:

- a) Not less than \$1,000,000 Comprehensive General Liability, with respect to injuries to any one person in an occurrence.
- b) \$2,000,000 Comprehensive General Liability with respect to injuries to more than one person in any occurrence.
- c) Not less than \$1,000,000 of individual and/or aggregate coverage. Workers' Compensation Insurance including employee liability coverage.
- d) \$1,000,000 Auto liability insurance
- e) **US Tradeshows must be named as additional insured.**

Any exhibitor who does not have a certificate of insurance on file in the US Tradeshows office 10 days prior to the show will be automatically assessed a \$150 fee which will be charged to your credit card.

5. The EDC will abide to following conditions:
 - a) All rules and regulations of the show as well as all union rules and regulations.
 - b) Must possess all permits and business licenses, current Worker's Compensation Insurance required by the City & State governments as well as the convention facility management before work can begin, and will provide Show Management written evidence of compliance to the above referenced. Will also provide evidence that it possesses applicable & current labor contracts and must comply with all labor agreements and practices. All information must be received in the US Tradeshows office no later than 14 days prior to the show.
 - c) The EDC will not commit or allow anyone in its employment to commit any acts that could lead to work stoppages, strikes, or labor problems.
 - d) Will share any reasonable cost with US Tradeshows related to its operation, including overtime pay for stewards, restoration of exhibit space to its original condition prior to move-in, etc.
 - e) Will ensure that all employees of the EDC working on the exhibition wear identification badges at all times.
 - f) The EDC may under no circumstances solicit business at the convention facility. They must be prepared to show evidence that they have been contracted by the Exhibiting company to work in their booth.
 - g) Must confine its operations to the exhibit booth area of its clients. EDC service desks are not permitted nor are storage areas. Any other work facilities that the EDC intends on using will not be located anywhere in the convention facility. The show aisles and public space are under no circumstances considered part of the Exhibitor's booth space.
 - h) Must coordinate all of its activities with US Tradeshows and show management.





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Shipping information / Freight Handling Services

Exhibitors have a choice of two shipping locations.

Please label all pieces of freight and consign them as follows:

Advanced Warehouse Shipping Address:	Show site Direct Shipping Address: (Not to arrive before Saturday, April 25, 2015)
NISTM c/o U.S. Tradeshows ABF Freight System, Inc. 3732 Bryn Mawr Street Orlando, Florida 32808	NISTM c/o U.S. Tradeshows Rosen Shingle Creek 9939 Universal Blvd Orlando, Florida 32819

US Tradeshows will only accept pre-paid shipments. COD shipments will be refused. Crates, cartons, and fiber cases only will be accepted at the advanced warehouse. Rolled carpet and padding will also be accepted in the advanced warehouse, but with a 25% special handling fee added to the drayage charge.

Bill of Lading

All shipments must be accompanied by a bill of lading or shipping tally indicating the number of pieces in the shipment, weight, and type of merchandise. Material handling charges will be based on the weight of the freight. Certified weight tickets are required for all shipments. Private vehicles arriving without certified weight tickets will either be sent to a weigh station, or a weight estimate will be made by US Tradeshows. Charges will be based on this estimation and no adjustments can be made. If your shipment contains mixture of crated and uncrated items, please have two shipping tallies, differentiating between crated and uncrated. Clearly identify the weights on each the shipping tallies. Otherwise, US Tradeshows will classify the entire load as uncrated and bill the exhibitor the uncrated rate. No adjustments will be made. All shipments must be consigned to US Tradeshows in order for us to accept them for handling. The convention facilities and hotels do not accept advanced shipments as they have no storage space, and the shipment will be refused.

Labor and Equipment

Labor and equipment for unloading and loading are included with US Tradeshows freight handling rates for services. Labor and equipment will be available for uncrating, unskidding, recrating, and reskidding machinery and/or equipment of exhibitors. If your material requires specialized rigging equipment, please notify us promptly so that we can make arrangements. When possible, supply your own rigging equipment with shipments and pre-rig your material.

Empty Labels

Shipping cartons will be picked up, stored, and returned after the show if they are affixed with empty labels by the exhibitor. These labels are available at the US Tradeshows Exhibitor Service Center® and are for *empty storage only*.

Outgoing Shipments

Shipping information, bills of lading and labels will be available at the US Tradeshows Exhibitor Service Center. Exhibitors selecting non-official carriers will need to make their own arrangements for pickup.

Last day for shipments to arrive at the advance warehouse without surcharge.	First day for shipments to arrive at the exhibit site. Beginning at 1:00 pm
Friday, April 17, 2015	Saturday, April 25, 2015



US Tradeshows

1075 Gills Drive, Bldg D, Suite 200
Phone: 407-812-8224

Orlando, FL 32824

Fax: 407-812-8225

Limits of Liability

1. US Tradeshows and its subcontractors shall not be liable for damage, loss, or delay to uncrated freight, including but not limited to glass breakage, concealed damage as determined by US Tradeshows or delay to uncrated freight or improperly packed freight.
2. Inbound/ outbound shipments: Due to the possibility of exhibitor materials being delivered prior to exhibitor move-in, and/or after the departure of the exhibitor, US Tradeshows and its subcontractors shall not be liable for the loss of, disappearance of, or damage of any items left in the booth unattended at any time. US Tradeshows or its subcontractors will check the booth materials against the outbound shipping form submitted by the Exhibitor at the time of pickup from the booth and corrected where discrepancies exist.
3. 14 days advance notice has been given to US Tradeshows for any booth materials that require special equipment for handling. In the event this notice is not submitted, US Tradeshows and its subcontractors shall not be liable for any damage incurred.
4. US Tradeshows and its subcontractors shall not be liable for any damage, loss or delay due to events beyond their reasonable control including but not limited to lockouts or work stoppages, strikes and/or labor disputes, vandalism, windstorm, fire, theft, water, acts of God, failure of power or utilities, and other events of force majeure.
5. US Tradeshows and/or its subcontractors shall be paid in full for any services rendered up to the point of occurrence of any of the above.
6. US Tradeshows and its subcontractors shall not be liable for ordinary wear and tear in handling of materials and/or equipment.
7. US Tradeshows does not insure the Exhibitor's materials in the event of damage or loss through performance or nonperformance of services by US Tradeshows, or from negligence of US Tradeshows, its subcontractors or their respective employees. Furthermore, US Tradeshows does not provide for full replacement value should damage or loss occur. US Tradeshows strongly urges all exhibitors to obtain their own Insurance for any and all exhibit materials. US Tradeshows and its subcontractor's liability shall be limited to a sum equal to \$.30 per pound per article, with a maximum liability of \$50.00 per item or \$1,000.00 per shipment, whichever is less, regardless of the replacement value of the exhibitors' property. The above stated is agreed between the exhibitor and US Tradeshows that this is the exclusive remedy.
8. Should a loss or damage occur to an exhibitor's material or an injury to exhibitor's personnel that causes it to be impractical or impossible for an exhibitor to exhibit their materials, US Tradeshows and its subcontractors shall not be liable to any extent for any incidental, indirect, special or consequential damages, which may include, but are not limited to any actual, potential or assumed loss of profits or revenues, loss of use of equipment or products, or any collateral costs that may result from said losses.
9. US Tradeshows must be notified in writing, within 60 days, of any action, or claim brought against US Tradeshows or its subcontractors. US Tradeshows will not be bound to honor said claim or action brought against US Tradeshows or its subcontractors if notified after 60 days following incident.
10. US Tradeshows and its subcontractors shall have no liability for shipments received, handled, stored or reloaded without receipts, shipping documents or specified unit counts on receipts or shipping documents. US Tradeshows or its subcontractors will act as agent for the exhibitor but will not as bailee or shipper. US Tradeshows or its subcontractor will do so as the Exhibitor's agent, and the Exhibitor accepts the responsibility thereof. Such shipments shall be delivered to the booth without guarantee of piece count or condition.
11. US Tradeshows will supply upon request, empty labels for exhibitors to affix to their empty crates, cartons or containers. It is the sole responsibility of the exhibitor or its representatives to affix the labels to their crates, cartons or containers. It is understood that these labels are only used for EMPTY STORAGE ONLY, and that US Tradeshows and its subcontractors assume no responsibility or liability for damage or loss to the contents while containers are in storage or for any mislabeled containers.
12. If the exhibitors' carrier fails to check in by the appointed carrier check in time, and/or in order to expedite removal of freight from the show site, US Tradeshows reserves the authority to change designated carriers. If the exhibitor does not indicate on the outbound shipping form, a designated carrier, freight may be taken to a warehouse and force shipped on a carrier determined by US Tradeshows. The Exhibitor agrees to be responsible for payment for shipping and handling charges for said materials. US Tradeshows assumes no liability as a result of rerouting or handling of these materials.
13. US Tradeshows assumes no liability or responsibility for dry or cold storage. Products storage is at the sole risk of the exhibitor.
14. In the event of a dispute with US Tradeshows or its subcontractors related to any loss or damage to any of the Exhibitor's freight or materials, the Exhibitor agrees to pay US Tradeshows prior to the close of the show for all services rendered & equipment rendered. US Tradeshows and the exhibitor further agrees that any claim the Exhibitor may have against US Tradeshows or its subcontractors shall be pursued independently by the Exhibitor as a completely separate transaction to be resolved on its own merits. An exhibitor or any agent of the exhibitor placing of an order for equipment and/or services shall be construed as an offer subject to acceptance and approval of US Tradeshows in its sole discretion. Participation in any US Tradeshows event or show, legally binds the Exhibitor and its agents to the terms and conditions set forth in Sections 1 through 13 below.

US Tradeshows strongly urges all exhibitors to obtain insurance to cover any and all equipment and property from the moment the shipment leaves their possession until the moment the shipment returns to their possession, including storage and display time at show site. Any and all transit claims should be referred to your carrier.



EXHIBIT LABOR JURISDICTIONS

EXHIBIT SET-UP/DISMANTLE – DECORATING JURISDICTIONS

US Tradeshows will have labor available to assist you in the movement of your equipment and the set-up and dismantle of your booth. In the event that installation, dismantling and cleaning of prefabricated exhibits and displays is performed, it must be done by either full time employees of the exhibiting company, or labor provided by US Tradeshows. Should the exhibitor choose to employ US Tradeshows labor to install/dismantle their display, they fill out the appropriate labor order forms and mail to US Tradeshows accompanied by payment. Should an exhibitor choose to install/dismantle their display, **they must be prepared to provide proof of full time employment.** All mechanical equipment including Forklifts, Pallet Jacks, Scooters, Genie Lifts, as well as all other equipment mechanical in nature on the trade show floor must be under the care, custody and control of **US Tradeshows.**

FREIGHT HANDLING JURISDICTIONS

US Tradeshows is the exclusive freight handling service for the trade show. Receiving and handling all exhibit materials and empty crates, managing the dock area and coordinating vehicle traffic fall under the same jurisdiction. It is imperative that US Tradeshows have complete control of the loading dock areas at all times in order to help ensure a safe and efficient operating environment. If you wish to unload or load, you must report to a US Tradeshows representative in order to be dispatched to the dock area. Please do not leave your vehicles unattended in the loading areas, as they will be towed at owners' expense. Please make arrangements with US Tradeshows to store empty crates. **Only full-time employees of Exhibiting Companies, who are prepared to provide proof of full-time employment,** are allowed to perform the following duties:

1. Hand carry items to booth or use personally owned **two wheel** carts
2. Packing/unpacking of boxes, equipment, merchandise etc.
3. Calibrating/fine tuning company equipment
4. Setup/dismantle of signs and graphics
5. You may plug in your equipment to the electrical service once it has been delivered, however, any hard wiring must be done by a licensed electrician.

GRATUITIES are not to be accepted. Please do not offer.

GENERAL comments or questions?

Any questions, concerns or grievances concerning hired labor from US Tradeshows should be directed to a US Tradeshows representative, not the hired labor. Please feel free to contact us regarding clarification on any trade show related issue. Thank you.



Safety Tips!!!

In order to provide for a safe and pleasurable working environment, US Tradeshows would like to partner with our exhibitors in implementing the following safety practices.

- No smoking, except in designated areas
- No standing on tables, chairs, furniture or other unapproved devices
- Please be very aware of your surroundings! Forklifts, carts, and other heavy equipment will be constantly moving through the aisles and docks and may pose as a harm to oneself. Furthermore, all mechanized equipment and carts are to be used only by authorized US Tradeshows staff and their subcontractors
- Please dispose of refuse in an appropriate manner and clean up and report any spills on the show floor.
- Please be aware of the hazards of electrical cords, wire and light fixtures as electrocution could result.
- Cords and wire can cause a tripping hazard so please secure or remove any such items from walkways.
- Please report any noticeable smoke, burning smells, or fire immediately. Notice where fire alarms, strobes and exits are located in the event of a fire for notification or evacuation purposes.
- Remember not to leave any valuable or personal items unattended or unsecured.
- Above all, please use common sense and courtesy to others. If you have any questions or concerns, please notify US Tradeshows. Have a safe and successful show.





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Payment Policy

US Tradeshows requires full payment, including tax, at the time services are ordered. A credit card authorization form must be filled out and sent in with your initial order.

US Tradeshows accepts MasterCard, Visa, American Express, check and bank wire transfer. Purchase orders are not considered payment. All payments must be made in U.S. funds drawn on a U.S. Bank. Exhibitors will be assessed a \$25 service charge for any returned checks. **A finance charge of 1.5% per month (18% per annum) will be added to any outstanding invoices**

International Exhibitors

US Tradeshows requires 100% pre-payment for all advance orders. Payment must be rendered by cash, company check payable in U.S. dollars drawn on a U.S. account, American Express, MasterCard or Visa Credit Cards.

Third Party Billing

Each exhibiting company is responsible for all charges incurred with their participation in this event. If the exhibitor chooses to appoint an outside agent to handle their exhibit, the appointed agent must be prepared to pay in full for all services rendered prior to the close of the show. **US Tradeshows** reserves the right to initiate collection action against the exhibitor if the authorized **third party** does not pay the outstanding balance in full. See Third Party Billing Request form.

Tax Exemption

If you are **tax exempt** in the state in which you will be exhibiting, you must provide a Sales Tax Exemption Certificate for that state. Please provide the certificate prior to the discount deadline date.

Invoice Adjustments and Order Cancellations

ABSOLUTELY NO ADJUSTMENTS WILL BE MADE TO YOUR INVOICE FOLLOWING THE CLOSE OF THE SHOW. In the event that some items, services and/or labor are cancelled, there will be applicable cancellation fees. Please refer to order forms for detailed information. Bank wire transfer information below:

To ensure your payment is credited properly to your account, please include the following information on the order forms:

Wire Transfer information:

Please contact US Tradeshows at:

407-812-8223





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Order Summary

EXHIBITING COMPANY NAME	BOOTH NUMBER
AUTHORIZED BY (SIGNATURE)	DATE

Discount Deadline Date: Friday, April 10, 2015

Calculation of Orders

Freight Handling (order form # A100)	\$
Standard Carpet (order form # A 200)	\$
Standard Carpet (order form # A 300)	\$
Furniture & Accessories (order form # A400)	\$
Signs (order form # A500)	\$
Labor (order form # A600)	\$
Forklift Labor (order form # A700)	\$
Cleaning (order form # A800)	\$
Accessible Storage (order form #A900)	\$
Rental Booths (order form #A1000)	\$

Sub-Total Balance Owed: \$ _____

Sales Tax – 6.5%: \$ _____

Grand Total: \$ _____

Charge my credit card in the amount of: \$ _____

Enclosed is a check in the amount of: \$ _____





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FREIGHT RATE SCHEDULE (Form A100)

EXHIBITING COMPANY NAME

BOOTH NUMBER

AUTHORIZED BY (SIGNATURE)

DATE

- Crated:** Material that is skidded or is in any type of shipping container that can be loaded and unloaded at the dock with no additional handling required.
- Special Handling:** Material delivered by a carrier in such a manner that it requires additionally handling, such as ground loading, side door unloading, constricted space loading, designated piece loading, and stacked shipments.
- Uncrated:** Material that is shipped loose or pad-wrapped, and/or un-skidded machinery without proper lifting bars or hooks.
- Straight time rate:** Monday-Friday, between the hours of 8am-4:30pm.
- Overtime rate:** Monday-Friday 4:30pm-8:00am, all day Saturday, Sunday and holidays.(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 the above listed times.)

Warehouse shipment	SHIPMENT WEIGHT	RATE per 100 LBS	200 LB MINIMUM /SHIPMENT	ESTIMATED CHARGES
Crated or skidded shipment		\$ 64.00	\$ 128.00	\$
Special handling shipment		\$ 74.00	\$ 148.00	\$
Show site shipment				
Crated or skidded shipment		\$ 60.00	\$120.00	\$
Special handling shipment		\$ 68.00	\$ 136.00	\$
Uncrated or pad wrapped shipment		\$ 87.00	\$ 174.00	\$
Overtime charge				

- A 25% overtime surcharge for every occurrence will be assessed if:**
- inbound drivers check in after 2:00 PM weekdays causing shipments to be unloaded on overtime
 - inbound shipments are unloaded on Saturdays, Sundays, and holidays
 - outbound shipments are loaded on overtime
 - warehouse freight must be moved to the exhibit site on overtime due to scheduling conflict beyond the control of US Tradeshows.
 - freight must be moved out of the exhibit site on overtime due to scheduling conflict beyond the control of US Tradeshows.

Late to warehouse charge: (in addition to above rates)

A 25% (\$30 minimum) late to warehouse surcharge will be assessed if freight is received at the advanced warehouse after the deadline date listed on the show information page.

Small package shipments:	1ST PACKAGE \$ 30.00	ADDT'L PACKAGES \$ 15.00	\$
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Advanced shipment rates are inclusive of the following items:

- *Unloading crated freight.
- *Storing in the warehouse for up to 30 days at no charge.
- *Reloading onto trucks and delivery to the exhibit site.
- *Reloading freight for return to your specified destination.
- *Removing, storing, and returning empty shipping containers.

Direct Shipments rates to Exhibit Site

- *Unloading freight and delivery to your booth.
- *Picking up, storing, and returning empty shipping containers.
- *Unloading freight and delivery to your booth
- *Reloading freight onto outbound transportation.

TOTAL ESTIMATED CHARGES	\$ _____
Late to warehouse charge (25%)	\$ _____
Overtime Surcharge-inbound (25%)	\$ _____
Overtime Surcharge-outbound (25%)	\$ _____
GRAND TOTAL	\$ _____

Please enter Grand Total on ORDER SUMMARY FORM

Note: Certified weight tickets measuring the weight of your vehicle unloaded and loaded must be documented with certified weight tickets to ensure accurate billing. US Tradeshows will only unload shipments when your driver submits certified weight tickets at the exhibition site.



US Tradeshows

1075 Gills Drive, Bldg D, Suite 200
Phone: 407-812-8224

Orlando, FL 32824

Fax: 407-812-8225



ADVANCED WAREHOUSE SHIPMENT



FROM:

TO:

EXHIBITING COMPANY NAME

NISTM

NAME OF CONVENTION

SHIPPER/CARRIER NAME

NUMBER ____ OF ____ PIECES

BOOTH NUMBER

ROOM NAME

C/O:

US TRADESHOWS
ABF FREIGHT SYSTEMS, INC.
3732 BRYN MAWR STREET
ORLANDO, FLORIDA 32808 *ph: 407-295-1331*

SHIPMENTS SHOULD
ARRIVE BETWEEN
March 30, 2015 – April 17, 2015

CUT HERE AND AFFIX THE LABELS TO YOUR BOXES, CRATES, OR SKIDS FOR SHIPPING

CUT HERE AND AFFIX THE LABELS TO YOUR BOXES, CRATES, OR SKIDS FOR SHIPPING



ADVANCED WAREHOUSE SHIPMENT



FROM:

TO:

EXHIBITING COMPANY NAME

NISTM

NAME OF CONVENTION

SHIPPER/CARRIER NAME

NUMBER ____ OF ____ PIECES

BOOTH NUMBER

ROOM NAME

C/O:

US TRADESHOWS
ABF FREIGHT SYSTEMS, INC.
3732 BRYN MAWR STREET
ORLANDO, FLORIDA 32808 *ph: 407-295-1331*

SHIPMENTS SHOULD
ARRIVE BETWEEN
March 30, 2015 – April 17, 2015



DIRECT



SHOW SITE SHIPMENT

FROM:

TO:

EXHIBITING COMPANY NAME

NISTM

NAME OF CONVENTION

BOOTH NUMBER

SHIPPER/CARRIER NAME

NUMBER _____ OF _____ PIECES

ROOM NAME

C/O:

US TRADESHOWS
Rosen Shingle Creek
9939 Universal Blvd
Orlando, FL 32819

SHIPMENTS SHOULD
ARRIVE ON
Saturday or Sunday
April 25 or 26, 2015

CUT HERE AND AFFIX THE LABELS TO YOUR BOXES, CRATES, OR SKIDS FOR SHIPPING

CUT HERE AND AFFIX THE LABELS TO YOUR BOXES, CRATES, OR SKIDS FOR SHIPPING



DIRECT



SHOW SITE SHIPMENT

FROM:

TO:

EXHIBITING COMPANY NAME

NISTM

NAME OF CONVENTION

BOOTH NUMBER

SHIPPER/CARRIER NAME

NUMBER _____ OF _____ PIECES

ROOM NAME

C/O:

US TRADESHOWS
Rosen Shingle Creek
9939 Universal Blvd
Orlando, FL 32819

SHIPMENTS SHOULD
ARRIVE ON
Saturday or Sunday
April 25 or 26, 2015

TRUST YOUR IMPORTANT TRADE SHOW SHIPMENT WITH THE LEADER IN EXHIBIT TRANSPORTATION SERVICES

Your Official Ground & Air Freight Carrier

ABF **tradeshow**

On-Site... On-Time... Damage-Free

800-654-7019

Let ABF make your show the easiest you have attended.

Choose ABF guaranteed, expedited shipping solutions — air or ground with special show discounted rates for your inbound and outbound shipments.

For personalized quotes, please call our trade show division at 800-654-7019.

On the floor and behind the scenes, **ABF Freight System, Inc.®** makes it happen with:

- Priority handling of your inbound and outbound shipment.
- Guaranteed expedited air and ground services.
- LTL ground transportation.
- International transportation.



tradeshow@abf.com

ABF FREIGHT SYSTEM, INC.® • TRADE SHOW SERVICES

Show Name _____ Booth Number _____

Show Date _____ Show City _____

Contractor _____

Name _____ Title _____

Company _____

Street Address _____

P.O. Box _____ City _____ State _____

Zip (P.O. Box) _____ Zip (Street Address) _____

Phone _____ Fax _____ E-mail _____

Estimated Exhibit Value _____

Normal Exhibit Weight _____ Number of Shows Per Year _____

Normal Number of Exhibit Pieces _____ Crates _____ Cartons _____ Cases _____ Carpet _____

Would you like to be included on future mailings? Yes No

Would you like an ABF Trade Show coordinator to call you with a quote or information? Yes No

Please send me a detailed information packet on ABF's Trade Show Service.

Please fax completed form back to 800-836-3320.

ABF Freight System, Inc. • Trade Show Services • P.O. Box 697 • Cherryville, NC 28021

ABF **tradeshow**
On-Site... On-Time... Damage-Free

tradeshow@abf.com

(800) 654-7019





17th Annual International Aboveground Storage Tank Conference & Trade Show
April 27-29, 2015 Rosen Shingle Creek Resort | Orlando, Florida

Standard Floor coverings (Form A200)

EXHIBITING COMPANY NAME	BOOTH NUMBER
AUTHORIZED BY (SIGNATURE)	DATE

Discount Deadline Date: Friday, April 10, 2015

Carpet rental includes installation with front edge taping & carpet removal at the close of the show.
Standard booth carpet is to be used only for booths up to 10' in depth and 30' in length.
Custom Cut Carpet is required for all booths longer than 30' or for booths configured as an island or peninsula.

Item #	Description	Discount Price	Regular Price
1001	9' x 10' - Standard Booth Carpet	\$143.00	\$ 198.00
1002	9' x 20' - Standard Booth Carpet	\$ 278.00	\$ 401.00
1003	9' x 30' - Standard Booth Carpet	\$ 401.00	\$ 568.00

Standard Carpet Color: **Please circle selection** (If no color is indicated, **gray or blue** will be provided)

Black Blue Gray Green Tan

Carpet cancelled will be charged 50% of original price after move-in begins and 100% of original price after installation.

Item	Description	Discount Price	Regular Price
1004	Visqueen Plastic Covering per sq. ft	\$.30	\$.40
1005	Carpet Padding	\$1.25	\$ 2.25

Place order below

Item	Description	Price
1001	9' x 10' - Standard Booth Carpet	\$ _____
1002	9' x 20' - Standard Booth Carpet	\$ _____
1003	9' x 30' - Standard Booth Carpet	\$ _____
1004	Visqueen Plastic Covering <small>(CALCULATE SIZE: TOTAL SQ FT X SQ FT PRICE)</small>	
	$\frac{\text{Booth Width}}{\text{Booth Length}} \times \text{price} = \$$	_____
1005	Carpet Padding <small>(CALCULATE SIZE :TOTAL SQ FT X SQ FT PRICE)</small>	
	$\frac{\text{Booth Width}}{\text{Booth Length}} \times \text{price} = \$$	_____
1. Total All Items Ordered		\$ _____

Please enter Total on ORDER SUMMARY FORM





17th Annual International Aboveground Storage Tank Conference & Trade Show
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Custom Floor coverings (Form A300)

CUSTOM-CUT CARPET

EXHIBITING COMPANY NAME	BOOTH NUMBER
AUTHORIZED BY (SIGNATURE)	DATE

Discount Deadline Date: Friday, April 10, 2015

Item	Description	Discount Price per sq.ft	Regular Price per sq.ft
1006	16 oz. Custom-cut Black Blue Gray Green Tan	\$ 3.85	\$ 5.65
1007	26 oz. Plush Black Blue Gray Green Tan	\$ 4.90	\$ 6.70
1008	50 oz. Ultra Plush Black Blue Gray Green Tan	\$ 5.95	\$ 7.50
1009	Carpet Padding per sq. ft	\$ 1.25	\$ 2.25

All custom orders must be received by the Deadline Date above to guarantee delivery and color selection.

100 sq. feet minimum required for custom-cut orders. Custom Carpet Packages include padding, Visqueen, & daily cleaning.
 All carpet cancelled will be charged 50% of original price after move-in begins and 100% of original price after installation.

Place order below

Item	Description	Price
1006	16 oz. Custom-cut <i>(CALCULATE SIZE: TOTAL SQ FT X SQ FT PRICE)</i> $\frac{\text{Booth Width} \times \text{Booth Length}}{\text{Price per sq.ft}} = \$$	_____
1007	26 oz. Plush <i>(CALCULATE SIZE: TOTAL SQ FT X SQ FT PRICE)</i> $\frac{\text{Booth Width} \times \text{Booth Length}}{\text{Price per sq.ft}} = \$$	_____
1008	50 oz. Ultra Plush <i>(CALCULATE SIZE: TOTAL SQ FT X SQ FT PRICE)</i> $\frac{\text{Booth Width} \times \text{Booth Length}}{\text{Price per sq.ft}} = \$$	_____
1009	Carpet Padding <i>(CALCULATE SIZE: TOTAL SQ FT X SQ FT PRICE)</i> $\frac{\text{Booth Width} \times \text{Booth Length}}{\text{Price per sq.ft}} = \$$	_____

1. Total All Items Ordered \$ _____

Please enter Total on ORDER SUMMARY FORM



US Tradeshows

1075 Gills Drive, Bldg D, Suite 200
 Phone: 407-812-8224

Orlando, FL 32824

Fax: 407-812-8225



17th Annual International Aboveground Storage Tank Conference & Trade Show
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Furniture & Accessories (Form A400)

EXHIBITING COMPANY NAME	BOOTH NUMBER
AUTHORIZED BY (SIGNATURE)	DATE

Discount Deadline Date: Friday, April 10, 2015

BOOTH FURNITURE

Item #	Description	Discount price	Regular
2001	Plastic Contour Chair	\$45.00	\$ 55.00
2002	Deluxe Padded Chair	\$55.00	\$ 65.00
2003	Padded Counter High Stool	\$75.00	\$ 89.00
2004	Padded Counter High Stool- Black/Chrome Diner style	\$85.00	\$100.00

DISPLAY TABLES

Item #	Description	Discount price	Regular Price
2011	Skirted 4' Table (Skirted 4 Sides)	\$ 86.00	\$ 109.00
2012	Skirted 6' Table	\$ 108.00	\$ 130.00
2013	Skirted 8', Table	\$ 116.00	\$ 138.00
2014	4th Side Skirted, Optional	\$ 10.00	\$ 15.00
2015	30" round x 28"H- Black top Café table	\$ 85.00	\$ 99.00

DISPLAY COUNTERS

Item #	Description	Discount price	Regular Price
2021	Skirted 4' Counter (Skirted 4 Sides)	\$ 92.00	\$ 115.00
2022	Skirted 6' Counter	\$ 117.00	\$ 139.00
2023	Skirted 8' Counter	\$ 123.00	\$ 145.00
2024	4th Side Skirted, optional	\$ 10.00	\$ 15.00
2025	30" round x 40"H- Black top Café table	\$ 98.00	\$ 118.00
2026	30" round x 40"H Black/Chrome Diner Café table	\$100.00	\$ 135.00

Skirting for Counters - White Vinyl Top and Pleated Skirt on 3 Sides

Table / Counter Skirt Color: Circle color selection (If no color is indicated, Blue will be provided):

Black Blue Green Red White

CUSTOM BOOTH DRAPE

Item #	Description	Discount price	Regular Price
2031	Linear Ft. of Back Drape per ft.	\$10.00	\$ 16.00
2032	Linear Ft. of Side Drape per ft.	\$ 9.00	\$ 13.50

8' H Back Drape and 36"H Side Drape — 4 feet minimum order

BOOTH ACCESSORIES

Item #	Description	Discount price	Regular Price
2041	22" x 28" Chrome Sign Holder	\$ 40.00	\$ 52.00
2042	Easel	\$ 25.00	\$ 32.00
2045	Ticket Tumbler	\$ 60.00	\$ 78.00
2046	Refrigerator	\$ 180.00	\$ 235.00
2047	Wastebasket	\$ 15.00	\$ 20.00
2048	4' x 8' Tack board	\$ 100.00	\$ 130.00
2049	Bag Stand	\$ 75.00	\$ 90.00
2050	Literature Stand	\$ 55.00	\$ 75.00

Item #	Description	Quantity	Price	Total
				\$
				\$
				\$
	1. Total All Items Ordered			\$

Please enter Total on ORDER SUMMARY FORM



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TRADE SHOW
Product Catalog

PREMIER COLLECTIONS

SEE INDIVIDUAL CATEGORIES FOR DETAILED PRODUCT INFORMATION

ROMA



CHR003



SFA003

MIRABEL



CHR001



SFA001

ALLEGRO



CHR002



SFA002

KEY WEST



OCB



LSM



SOM

SOUTH BEACH



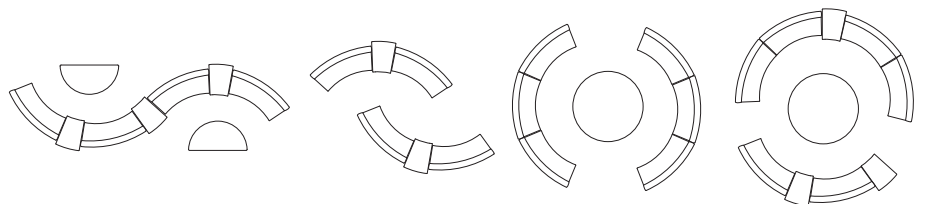
OTS

SO1



SO2

Suggested Uses of South Beach



MARRAKESH



CHN



SON

LISBON



CHC



LSC



SOC

MEMPHIS



MPC



MPS

NEWPORT



SED



COD

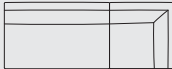
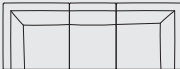
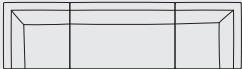


CHD



LSD

Suggested Uses of Newport



SOFAS & SECTIONALS



SFA003



SFA001



SFA002



SO1



SOC



SON



SOM



MPS



SED



SO2

LOVESEATS



LSD



LSM



LSC

SOFAS & SECTIONALS

SFA003 Roma

White Vinyl
78"L 31"D 33"H

SFA001 Mirabel

Brown Leather
76"L 35"D 32"H

SFA002 Allegro

Blue Fabric
73"L 34.5"D 30"H

SO1 South Beach Sofa

Platinum Suede
69"L 29"D 33"H

SOC Lisbon Sofa

Black Leather
88"L 36"D 34"H

SON Marrakesh Sofa

Light Beige
83"L 36"D 33"H

SOM Key West Sofa

Black
85"L 35"D 33"H

MPS Memphis Sofa

(Mini Size)
Black
55"L 31"D 28"H

SED Newport 3 pc.

Sectional
Charcoal Leather
113"L 34"D 33"H

SO2 South Beach 3 pc.

Sectional Platinum Suede
152"L 40"D 33"H

LOVESEATS

LSD Newport Loveseat

Charcoal Leather
54"L 34"D 33"H

LSM Key West Loveseat

Black
57"L 35"D 33"H

LSC Lisbon Loveseat

Black Leather
64"L 36"D 34"H

CLUB CHAIRS



CHR003



CHR001



CHR002



CHC



CHN



OCB



MPC



CHD



COD

OCCASIONAL CHAIRS



CH001



CCE



OCA



OCH



BCW



OCU

MEETING CHAIRS



OCMESP



OCMTAU

CLUB CHAIRS

CHR003 Roma
White Vinyl
37"L 31"D 33"H

CHR001 Mirabel
Brown Leather
36"L 35"D 32"H

CHR002 Allegro
Blue Fabric
36"L 34.5"D 30"H

CHC Lisbon Chair
Black Leather
40"L 36"D 34"H

CHN Marrakesh Chair
Light Beige
34"L 36"D 33"H

**OCB Key West
Tub Chair**
Black
31"L 31"D 31"H

MPC Memphis Chair
(Mini Size) Black
27.25"L 31.75"D 27.5"H

**CHD Newport
Armless Chair**
Charcoal Leather
24"L 34"D 33"H

COD Newport Corner
Charcoal Leather
34"L 34"D 33"H

OCCASIONAL CHAIRS

CH001 Casper Chair
Clear Acrylic
21"L 21"D 36.5"H

CCE Ice Chair
Transparent, Chrome
17.25"L 20"D 32"H

OCA T-Vac Chair
Translucent, Chrome
25"L 23"D 30"H

OCH Madrid Chair
Black Leather
30"L 30"D 31"H

BCW Madrid Chair
White Leather
30"L 30"D 31"H

OCU Globus Chair
White Vinyl, Chrome
28"L 26"D 28"H

MEETING CHAIRS

OCMESP Meeting Chair
Espresso
25.5"L 23.5"D 34"H

OCMTAU Meeting Chair
Taupe
25.5"L 23.5"D 34"H

OTTOMANS



VIB01



VIB02



VIB03



VIB04



VIB05



VIB06



VIB07



VIB08



PUZZSW



OTS



OTQ



OTN



OTP



OTM



OTK



OTL



CCZ



CCB



CCW



OTH



OSC



CUBL20



SAL

OTTOMANS

Vibe Cube Ottoman

Waterproof
18"L 18"D 18"H

VIB01 Green Vinyl

VIB02 Blue Vinyl

VIB03 Pink Vinyl

VIB04 Red Vinyl

VIB05 Yellow Vinyl

VIB06 Gold/Bronze Vinyl

VIB07 Champagne Vinyl

VIB08 Orange Vinyl

PUZZSW Puzzle Bench Ottoman

White
48"L 24"D 18"H

OTS South Beach Ottoman

Wedge, Platinum Suede
25"L 31"D 18"H

OTQ Square Ottoman

White Leather
40"L 40"D 17"H

OTN Bench Ottoman

White Leather
24"L 60"D 17"H

OTP Square Ottoman

Black Leather
40"L 40"D 17"H

OTM Bench Ottoman

Black Leather
24"L 60"D 17"H

OTK Half Round Ottoman

Black Leather
6' L 3'D 17"H

OTL Half Round Ottoman

White Leather
6'L 3'D 17"H

CCZ Circle Ottoman

Black, White Leather
6'L 6'D 17"H

CCB Circle Ottoman

Black Leather
6'L 6'D 17"H

CCW Circle Ottoman

White Leather
6'L 6'D 17"H

OTH Milano Cube

Black Leather
17"L 17"D 18"H

OSC Milano Cube

White Leather
17"L 17"D 18"H

CUBL20 Edge Lighted Cube Ottoman

White Plastic
20"L 20"D 20"H

SAL Sally Stool

White
12" Round 17"H

GROUP SEATING



SCE



SC10



SC9



SC1



SC8



SCC



SCF



SCD



SC4



SC2



SC3



SC5



CO4



XC3



XC6



CS5



CS8



CS9

GROUP SEATING

SCE Fusion Chair
Red, White
19"L 21"D 32"H

SC10 Razor Chair
White
15.38"L 15.5"D 30.5"H

SC9 Panton Chair
White
20"L 24"D 33"H

SC1 New York Chair
Onyx Seat, Maple Back,
Chrome Legs
23"L 32"D 33"H

SC8 Flex Chair
W/ Wheels
24"L 22"D 31"H

SCC Fusion Chair
Clear, White
19"L 21"D 32"H

SCF Fusion Chair
Black, White
19"L 21"D 32"H

SCD Fusion Chair
Green, White
19"L 21"D 32"H

SC4 Jetson Chair
Black
19"L 18"D 31"H

SC2 Brewer Chair
Grey, Chrome
20"L 20"D 32"H

SC3 Brewer Chair
Onyx, Black
20"L 20"D 32"H

SC5 Tilt Executive Chair
With Arms, Onyx, Black
26"L 25"D 34"H

CO4 Iso Mesh Chair
Black
26"L 24"D 38"H

XC3 Luxor Guest Chair
Black Leather
27"L 28"D 40"H

XC6 Altura Guest Chair
Black Crepe
25"L 20"D 34"H

CS5 Vista Chair
Black, Chrome Legs
20"L 23"D 33"H

CS8 Berlin Chair
Black
18"L 22"D 32"H

CS9 Berlin Chair
Red
18"L 22"D 32"H

OCCASIONAL COCKTAIL TABLES



COLI



C1E



C1D



C1K



C1F



C1C



C1W



C1Y

OCCASIONAL END TABLES



EOLI



E1E



E1D



CDYTB



E1K



E1F



E1C



E1W



E1Y



CUBTBL

OCCASIONAL COCKTAIL TABLES

COLI Oliver Cocktail Table
47"L 27"D 19"H

C1E Silverado Cocktail Table
36" Round 17"H

C1D Soho Cocktail Table
Steel Base,
Chocolate Top
38"L 38"D 18.5"H

C1K Inspiration Cocktail Table
42"L 28"D 18"H

C1F Geo Cocktail Table
Glass, Black
50"L 22"D 16"H

C1C Geo Cocktail Table
Glass, Chrome
50"L 22"D 16"H

C1W Sydney Cocktail Table
White
48"L 26"D 18"H

C1Y Sydney Cocktail Table
Black
48"L 26"D 18"H

OCCASIONAL END TABLES

CDYTB Candy Table
White/Black Top
18"L 18"D 18"H

EOLI Oliver End Table
22" Round 22"H

E1E Silverado End Table
24" Round 22"H

E1D Soho End Table
Steel Base,
Chocolate Top
26"L 26"D 27"H

E1K Inspiration End Table
24"L 28"D 22"H

E1F Geo End Table
Glass, Black
26"L 26"D 20"H

E1C Geo End Table
Glass, Chrome
26"L 26"D 20"H

E1W Sydney End Table
White
27"L 23"D 22"H

E1Y Sydney End Table
Black
27"L 23"D 22"H

CUBTBL Edge LED Cube Table
W/ Plexi Top,
White Plastic
20"L 20"D 20"H

CONFERENCE TABLES



CG1



CF2



CE2



OCT6W



CE1



CF1



6-CB2



8-CB3



6-CD2



8-CD3



6-CC6
8-CC7
10-CC8



6-CT06GR
8-C508GR
10-CT10GR



CC5



Graphite-CB1
Granite-CT42GR



CD1

SAMPLE CONFERENCE SETS



CONFERENCE TABLES

CG1 Manhattan Table
Glass, Black
42" Round 29"H

CF2 Geo Table
Rectangle Glass, Black
60"L 36"D 29"H

CE2 Geo Table
Rectangle Glass, Chrome
60"L 36"D 29"H

OCT6W Nova Oval Table
6' White, Silver Powder
Coated Legs
71"L 36"D 29"H

CE1 Geo Table
Square Rounded Glass,
Chrome
42"L 42"D 29"H

CF1 Geo Table
Square Rounded Glass,
Black
42"L 42"D 29"H

CB2 Table
6' Graphite Nebula
72"L 36"D 29"H

CB3 Table
8' Graphite Nebula
96"L 36"D 29"H

CD2 Table
6' Grey Nebula
72"L 36"D 29"H

CD3 Table
8' Grey Nebula
96"L 36"D 29"H

CC6 Table
6' Mahogany
72"L 36"D 29.5"H

CC7 Table
8' Mahogany
96"L 48"D 29.5"H

CC8 Table
10' Mahogany
120"L 48"D 29.5"H

CT06GR Table
6' Granite
72"L 36"D 29"H

C508GR Table
8' Granite
96"L 44"D 29"H

CT10GR Table
10' Granite
120"L 46"D 29"H

CC5 Table
Mahogany
42" Round 29"H

CB1 Table
Graphite Nebula
42" Round 29"H

CT42GR Table
Granite
42" Round 29"H

CD1 Table
Grey Nebula
42" Round 29"H

EXECUTIVE CHAIRS



XC2



XC1



XC5



XC4



OTO

G30 COMMUNAL BAR, CAFÉ & COCKTAIL TABLES



G30BMS



G30BMW



G30BWS



G30BWW



G30DMS



G30DMW



G30DWS



G30DWW



G30CMS



G30CMW



G30CWS

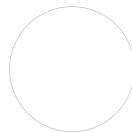


G30CWW

TABLE TOP OPTIONS



MAPLE



WHITE

EXECUTIVE CHAIRS

XC2 Luxor Executive Chair
Mid Back, Black Leather
27"L 28"D 41"H
Adjustable

XC1 Luxor Executive Chair
High Back, Black Leather
27"L 28"D 47"H
Adjustable

XC5 Altura Executive Chair
Mid Back, Black Crepe
25"L 25"D 37"H
Adjustable

XC4 Altura Executive Chair
High Back, Black Crepe
25"L 25"D 43"H
Adjustable

OTO Perth Chair
High Back, Black
23"L 21"D 43"H
Adjustable

BAR TABLES

G30BMS Bar Table
Maple Top
72"L 26"D 42"H

G30BMW Bar Table
W/ Grommet Holes,
Maple Top
72"L 26"D 42"H

G30BWS Bar Table
White Top
72"L 26"D 42"H

G30BWW Bar Table
W/ Grommet Holes,
White Top
72"L 26"D 42"H

CAFÉ TABLES

G30DMS Café Table
Maple Top
72"L 26"D 30"H

G30DMW Café Table
W/ Grommet Holes,
Maple Top
72"L 26"D 30"H

G30DWS Café Table
White Top
72"L 26"D 30"H

G30DWW Café Table
W/ Grommet Holes,
White Top
72"L 26"D 30"H

COCKTAIL TABLES

G30CMS Cocktail Table
Maple Top
72"L 26"D 18"H

G30CMW Cocktail Table
W/ Grommet Holes,
Maple Top
72"L 26"D 18"H

G30CWS Cocktail Table
White Top
72"L 26"D 18"H

G30CWW Cocktail Table
W/ Grommet Holes,
White Top
72"L 26"D 18"H

BARSTOOLS



BS001



BS002



BS003



BSN



BS1



BS2



BS3



BST



BSS



BCE



BSD



BSC



BSL

BARSTOOLS

BS001 Shark Swivel Barstool

White Plastic W/ Arms,
Chrome Base
22"L 19"D 34"-44"H

BS002 Zoey Swivel Barstool

White Vinyl, Chrome Base
15"L 17"D 31"-35"H

BS003 Zoey Swivel Barstool

Black Vinyl, Chrome Base
15"L 17"D 31"-35"H

BSN Jetson Barstool

Black
18"L 19"D 29"H

BS1 Ohio Barstool

Red, Chrome
18" Round 31"H
Adjustable

BS2 Ohio Barstool

Black, Chrome
18" Round 31"H
Adjustable

BS3 Ohio Barstool

Grey, Chrome
18" Round 31"H
Adjustable

BST Banana Barstool

White, Chrome
21"L 22"D 30"H

BSS Banana Barstool

Black, Chrome
21"L 22"D 30"H

BCE Ice Barstool

Transparent, Chrome
16.75"L 16"D 37.75"H

BSD Oslo Barstool

Blue
17"L 20"D 30"H

BSC Oslo Barstool

White
17"L 20"D 30"H

BSL Gin Barstool

Maple, Chrome
16"L 16"D 29"H



BAR TABLES



TABLE TOP OPTIONS



BAR TABLES

Standard Black Base

- 30" Round 42"H
- VTK Maple Top
- VTJ Graphite Nebula Top
- 30MHSB Mahogany Top
- VTF Metallic Silver Top
- VTB Brushed Red Top
- VTC Brushed Blue Top

Standard Black Base

- 36" Round 42"H
- VTP Maple Top
- VTN Graphite Nebula Top
- VTM Grey Nebula Top

Tulip Chrome Base

- 30" Round 42"H
- WTK Maple Top
- WTJ Graphite Nebula Top
- 30MHTB Mahogany Top
- WTF Metallic Silver Top
- WTB Brushed Red Top
- WTC Brushed Blue Top

Tulip Chrome Base

- 36" Round 42"H
- WTP Maple Top
- WTN Graphite Nebula Top
- WTM Grey Nebula Top



CAFÉ TABLES



SAMPLE BAR TABLE SETS



CAFÉ TABLES

Standard Black Base

- 30" Round 29"H
- ZTK Maple Top
- ZTJ Graphite Nebula Top
- 30MHSC Mahogany Top
- ZTF Metallic Silver Top
- ZTB Brushed Red Top
- ZTC Brushed Blue Top

Standard Black Base

- 36" Round 29"H
- ZTP Maple Top
- ZTN Graphite Nebula Top
- ZTM Grey Nebula Top

Tulip Chrome Base

- 30" Round 29"H
- XTK Maple Top
- XTJ Graphite Nebula Top
- 30MHTC Mahogany Top
- XTF Metallic Silver Top
- XTB Brushed Red Top
- XTC Brushed Blue Top

Tulip Chrome Base

- 36" Round 29"H
- XTP Maple Top
- XTN Graphite Nebula Top
- XTM Grey Nebula Top

TRAINING ROOM



PO1



CP5



PO3



WD2

BOOKCASES & PRODUCT DISPLAYS



PMB36



PMB42



BC6



BC7



PDL



ET2



ET1

UTILITY CHAIRS



SY1



DF1

TRAINING ROOM

PO1 Lecturn Podium
Cherry
24"L 19"D 50"H

CP5 Computer Table
Graphite Nebula
36"L 30"D 42"H

PO3 Kiosk
Black, Maple
24"L 21"D 42"H

WD2 Writing Desk
Graphite
48"L 24"D 30"H

BOOKCASES & PRODUCT DISPLAYS

Plastic Pedestal
Black
PMB36 24"L 24"D 36"H
PMB42 24"L 24"D 42"H

BC6 Bookcase
Mahogany
36"L 13"D 71"H

BC7 Bookcase
Granite
36"L 13"D 71"H

PDL Locking Door Pedestal

Black
24"L 24"D 42"H

ET2 Etagere
Black
30"L 16"D 70"H

ET1 Etagere
Pewter
30"L 16"D 70"H

UTILITY CHAIRS

SY1 Altura Steno Chair
Black Crepe
25"L 26"D 21"H

DF1 Altura Drafting Stool
Black Crepe
25"L 26"D 34"H

DESKS & CREDENZAS



JD6



JD7



CR6



CR7

FILES



VF4



VF2



L26



L27

FRIDGES



R1R



R1Q



DESKS & CREDENZAS

JD6 Executive Desk
Mahogany
60"L 30"D 29"H

JD7 Executive Desk
Granite
60"L 30"D 29"H

CR6 Credenza
Mahogany
72"L 24"D 29"H

CR7 Credenza
Granite
72"L 24"D 29"H

FILES

VF4 Vertical File
4 Drawer
27"L 19"D 52"H

VF2 Vertical File
2 Drawer
27"L 19"D 28"H

L26 Lateral File
Mahogany
36"L 20"D 29"H

L27 Lateral File
Granite
36"L 20"D 29"H

FRIDGES

R1R Refrigerator
White
14.0 cubic feet
28"L 28"D 64"H

R1Q Refrigerator
White
4.0 cubic feet
20"L 22"D 33"H

MOBILE TABLET STANDS



LAMPS



LIGHTED PRODUCTS



MOBILE TABLET STANDS

TBSTDW Mobile Tablet Stand
White
14"L 13"D 44.5"H

TBSTND Mobile Tablet Stand
Black
14"L 13"D 44.5"H

MOBILE TABLET STAND ACCESSORIES

TBBCHR Brochure Holder
8.625"L 1.1"D 11.325"H

TBSHLF Charging Shelf
14.85"L 7.17"D 1"H

TBPNTR Wireless Printer Holder
3.3"L 1.9"D 5.28"H

LAMPS

LA15 Mason Floor Lamp
Brushed Silver
18" Round 55"H

LA14 Mason Table Lamp
Brushed Silver
16" Round 26"H

TRW Trovato LED Floor Lamp
White
7"L 7"D 72"H

TRH Trovato Table Lamp
White
7"L 7"D 26"H

LIGHTED PRODUCTS

CUBL20 Edge Lighted Cube Ottoman
White Plastic
20"L 20"D 20"H

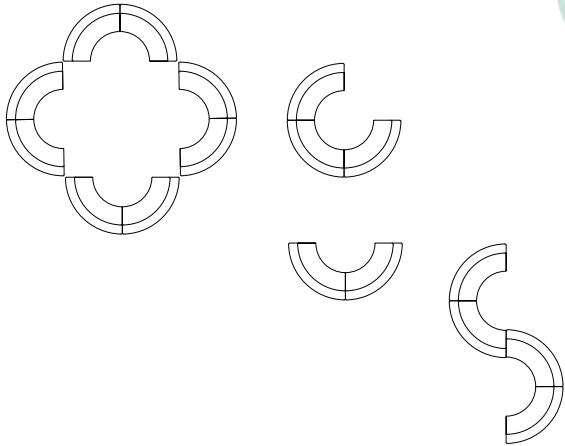
CUBTBL Edge LED Cube Table
W/ Plexi Top,
White Plastic
20"L 20"D 20"H

BARS



BR1

Suggested Uses of Martini Bar



BRC

BARS

BR1 Martini Bar
50"L 50"D 47"H

BRC Circle Martini Bar
Comprised of three
BR1 Martini Bars
100"L 100"D 47"H

ORDER INFORMATION		PAYMENT INFORMATION		DELIVERY INFORMATION	
EXHIBITING COMPANY:		ORDER TOTAL:	\$ -	SHOW NAME:	
ADDRESS:		LATE ORDER FEE (ADD 30%):	\$ -	BOOTH NUMBER (S)	
		STATE TAX: (EXCLUDING NV & CA)	\$ -	VENUE:	
PHONE:	FAX:	TOTAL DUE:	\$ -	SHOW DATE:	
CONTACT:		CREDIT CARD:		EXP:	
EMAIL ADDRESS:		SIGNATURE:			
AUTHORIZED BY:		NAME: (PRINT)			

US TRADESHOWS

CODE	QTY	ITEM	DESCRIPTION	2014	EXTENDED	CODE	QTY	ITEM	DESCRIPTION	2014	EXTENDED
Sofas, Sectionals, Loveseats & Chairs						Occasional Chairs & Ottomans					
SO 1		SOFA (ONLY)	SOUTH BEACH, PLATINUM SUEDE	\$ 467	\$ -	OC A		OCCASIONAL CHAIR	T-VAC TRANSLUCIENT	\$ 208	\$ -
SO 2		3 PIECE SECTIONAL	SOUTH BEACH, PLATINUM SUEDE	\$ 1,019	\$ -	OC H		OCCASIONAL CHAIR	Madrid, Black	\$ 563	\$ -
SO C		SOFA	LISBON, BLACK LEATHER	\$ 541	\$ -	BCW		OCCASIONAL CHAIR	Madrid, White	\$ 562	\$ -
LS C		LOVESEAT	LISBON, BLACK LEATHER	\$ 488	\$ -	SC10		OCCASIONAL CHAIR	Razor Chair	\$ 59	\$ -
CH C		CHAIR	LISBON, BLACK LEATHER	\$ 359	\$ -	OC U		OCCASIONAL CHAIR	GLOBUS	\$ 288	\$ -
SO N		SOFA	MARRAKESH	\$ 440	\$ -	CC E		OCCASIONAL CHAIR	ICE, TRANSPARENT, CHROME	\$ 154	\$ -
CH N		CHAIR	MARRAKESH	\$ 312	\$ -	CH001		OCCASIONAL CHAIR	Casper Chair, Clear Acrylic	\$ 134	\$ -
SFA002		SOFA	Allegro Sofa, Blue Fabric	\$ 492	\$ -	SCC		OCCASIONAL CHAIR	Fusion - Clear/White	\$ 102	\$ -
CHR002		CHAIR	Allegro Chair, Blue Fabric	\$ 332	\$ -	SCD		OCCASIONAL CHAIR	Fusion - Green/White	\$ 102	\$ -
SFA003		SOFA	Roma Sofa - White Vinyl	\$ 592	\$ -	SCE		OCCASIONAL CHAIR	Fusion - Red/White	\$ 102	\$ -
CHR003		CHAIR	Roma Chair, White Vinyl	\$ 386	\$ -	SCF		OCCASIONAL CHAIR	Fusion - Black/White	\$ 102	\$ -
SFA001		SOFA	Mirabel Sofa, Brown Leather	\$ 592	\$ -	OC B		TUB CHAIR	KEY WEST, BLACK	\$ 299	\$ -
CHR001		CHAIR	Mirabel Chair, Brown Leather	\$ 386	\$ -	CDYTB		OCCASIONAL TABLE	Candy Table - White/Balck	\$ 152	\$ -
SO M		SOFA	KEY WEST, BLACK	\$ 412	\$ -	CUBTBL		LIGHTED TABLE	Edge LED Cube Table	\$ 148	\$ -
LS M		LOVESEAT	KEY WEST, BLACK	\$ 365	\$ -	CUBL20		OTTOMAN	Edge Lighted Cube - Plastic	\$ 146	\$ -
SE D		3 PIECE SECTIONAL	NEWPORT, CHARCOAL LEATHER	\$ 1,052	\$ -	OT S		WEDGE OTTOMAN	SOUTH BEACH, PLATINUM SUEDE	\$ 180	\$ -
LS D		LOVESEAT	NEWPORT, CHARCOAL LEATHER	\$ 470	\$ -	OT Q		OTTOMAN	SQUARE, WHITE LEATHER	\$ 248	\$ -
CH D		ARMLESS CHAIR	NEWPORT, CHARCOAL LEATHER	\$ 259	\$ -	OT N		OTTOMAN	BENCH, WHITE LEATHER	\$ 278	\$ -
CO D		CORNER CHAIR	NEWPORT, CHARCOAL LEATHER	\$ 323	\$ -	OT L		OTTOMAN	HALF ROUND, WHITE LEATHER	\$ 290	\$ -
MP S		SOFA (MINATURE)	MEMPHIS, BLACK	\$ 387	\$ -	OT P		OTTOMAN	SQUARE, BLACK LEATHER	\$ 249	\$ -
MP C		CHAIR (MINATURE)	MEMPHIS, BLACK	\$ 275	\$ -	OT M		OTTOMAN	BENCH, BLACK LEATHER	\$ 278	\$ -
Bars & Barstools						OT K		OTTOMAN	HALF ROUND, BLACK LEATHER	\$ 290	\$ -
BC E		BARSTOOL	ICE BARSTOOL, TRANSPARENT	\$ 164	\$ -	CC Z		OTTOMAN	LEATHER CIRCLE BLACK / WHITE	\$ 452	\$ -
BS N		BARSTOOL	JETSON, BLACK	\$ 200	\$ -	CC B		OTTOMAN	LEATHER CIRCLE, BLACK	\$ 452	\$ -
BS D		BARSTOOL	OSLO, BLUE	\$ 186	\$ -	CC W		OTTOMAN	LEATHER CIRCLE, WHITE	\$ 452	\$ -
BS C		BARSTOOL	OSLO, WHITE	\$ 186	\$ -	OT H		OTTOMAN	CUBE, BLACK LEATHER	\$ 84	\$ -
BS T		BARSTOOL	BANANA, WHITE / CHROME LEG	\$ 178	\$ -	OS C		OTTOMAN	CUBE, WHITE LEATHER	\$ 84	\$ -
BS S		BARSTOOL	BANANA, BLACK / CHROME LEG	\$ 178	\$ -	PUZ2SW		OTTOMAN	Puzzle Bench	\$ 232	\$ -
BS L		BARSTOOL	GIN, MAPLE / CHROME LEG	\$ 141	\$ -	VIB02		OTTOMAN	Vibe Cube Ottoman - Blue Vinyl	\$ 98	\$ -
BS 3		BARSTOOL	OHIO, GREY, CHROME LEG	\$ 133	\$ -	VIB04		OTTOMAN	Vibe Cube Ottoman - Red Vinyl	\$ 98	\$ -
BS 1		BARSTOOL	OHIO, RED / CHROME LEG	\$ 133	\$ -	VIB03		OTTOMAN	Vibe Cube Ottoman - Pink Vinyl	\$ 98	\$ -
BS 2		BARSTOOL	OHIO, BLACK / CHROME LEG	\$ 133	\$ -	VIB05		OTTOMAN	Vibe Cube Ottoman - Yellow Vinyl	\$ 98	\$ -
BR C		BAR, COUNTER CIRCLE	MARTINI BAR CIRCLE (3)	\$ 2,911	\$ -	VIB07		OTTOMAN	Vibe Cube Ottoman - Champagne Vinyl	\$ 98	\$ -
BR 1		BAR, COUNTER	MARTINI BAR	\$ 1,011	\$ -	VIB01		OTTOMAN	Vibe Cube Ottoman - Green Vinyl	\$ 98	\$ -
BS001		BARSTOOL	Shark Swivel Barstool	\$ 232	\$ -	VIB08		OTTOMAN	Vibe Cube Ottoman - Orange	\$ 98	\$ -
BS002		BARSTOOL	Zoey Swivel Barstool - White	\$ 211	\$ -	VIB06		OTTOMAN	Vibe Cube Ottoman - Gold/Bronze Vinyl	\$ 98	\$ -
BS003		BARSTOOL	Zoey Swivel Barstool - Black	\$ 211	\$ -						

LATE ORDERS:

- Orders received within 14-days prior to show opening will incur a 30% late fee.

CANCELLATIONS:

- If cancelled within 14-days prior to move-in, a 50% charge will be applied.
- Cancellations made after move-in begins will receive no refund.

ORLANDO

10910 Lee Vista Blvd. Suite 405
Orlando, FL 32829

PHONE: 407-857-9122 FAX: 407-850-0155

PAYMENT:

- All orders must be received with full payment no later than 14 days prior to the show.
- Payment may be made by credit card, or check on a U.S. Bank
- Additional drayage charges may apply from the Contractor. Refer to your Exhibitor Manual.

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CODE	QTY	ITEM	DESCRIPTION	2014	EXTENDED	CODE	QTY	ITEM	DESCRIPTION	2014	EXTENDED		
Occasional Cocktail & End Tables						Conference Chairs, Stacking & Utility Seating							
C1 W		COCKTAIL TABLE	SYDNEY, WHITE TOP	\$ 212	\$ -	SC 9		SIDE CHAIR	PANTON, WHITE	\$ 140	\$ -		
C1 Y		COCKTAIL TABLE	SYDNEY, BLACK TOP	\$ 212	\$ -	SC 8		SIDE CHAIR	FLEX, WITH WHEELS	\$ 116	\$ -		
C1 E		COCKTAIL TABLE	SILVERADO, GLASS TOP	\$ 197	\$ -	SC 1		SIDE CHAIR	NEW YORK, ONYX & MAPLE	\$ 133	\$ -		
C1 D		COCKTAIL TABLE	SOHO, CHOCOLATE TOP	\$ 281	\$ -	SC 4		SIDE CHAIR	JETSON, BLACK	\$ 133	\$ -		
C1 K		COCKTAIL TABLE	INSPIRATION, GLASS TOP	\$ 226	\$ -	SC 6		SIDE CHAIR	MANHATTAN, OYSTER	\$ 162	\$ -		
C1 F		COCKTAIL TABLE	GEO, BLACK, GLASS TOP	\$ 180	\$ -	SC 2		SIDE CHAIR	BREWER, GREY, CHROME BASE	\$ 124	\$ -		
C1 C		COCKTAIL TABLE	GEO, CHROME, GLASS TOP	\$ 186	\$ -	SC 3		SIDE CHAIR	BREWER, ONYX, CHROME BASE	\$ 124	\$ -		
COLI		Cocktail Table	Oliver Cocktail Table	\$ 180	\$ -	SC 5		SIDE CHAIR	TILT EXECUTIVE, ONYX BLACK	\$ 235	\$ -		
E1 W		END TABLE	SYDNEY, WHITE TOP	\$ 191	\$ -	SC10		SIDE CHAIR	RAZOR CHAIR	\$ 59	\$ -		
E1 Y		END TABLE	SYDNEY, BLACK TOP	\$ 191	\$ -	CO 4		GUEST CHAIR	ISO MESH, BLACK	\$ 221	\$ -		
E1 E		END TABLE	SILVERADO, GLASS TOP	\$ 186	\$ -	XC 3		GUEST CHAIR	LUXOR, BLACK LEATHER	\$ 261	\$ -		
E1 D		END TABLE	SOHO, CHOCOLATE TOP	\$ 253	\$ -	XC 2		MID BACK EXECUTIVE	LUXOR, BLACK LEATHER	\$ 284	\$ -		
E1 K		END TABLE	INSPIRATION, GLASS TOP	\$ 215	\$ -	XC 1		HIGH BACK EXECUTIVE	LUXOR, BLACK LEATHER	\$ 302	\$ -		
E1 F		END TABLE	GEO, BLACK, GLASS TOP	\$ 169	\$ -	XC 6		GUEST CHAIR	ALTURA, BLACK CLOTH	\$ 232	\$ -		
E1 C		END TABLE	GEO, CHROME, GLASS TOP	\$ 174	\$ -	XC 5		MID BACK EXECUTIVE	ALTURA, BLACK CLOTH	\$ 255	\$ -		
FOLI		END TABLE	Oliver End Table	\$ 160	\$ -	XC 4		HIGH BACK EXECUTIVE	ALTURA, BLACK CLOTH	\$ 278	\$ -		
Café Tables						Desks, Bookcases, Credenzas & Files							
ZT K		CAFÉ TABLE	MAPLE, STANDARD BASE	\$ 151	\$ -	CS 8		STACK CHAIR	BERLIN, BLACK & WHITE	\$ 81	\$ -		
ZT P		CAFÉ TABLE	MAPLE 36" TOP, STANDARD BASE	\$ 168	\$ -	CS 9		STACK CHAIR	BERLIN, RED & WHITE	\$ 81	\$ -		
ZT J		CAFÉ TABLE	GRAPHITE NEBULA, STANDARD BASE	\$ 151	\$ -	SY 1		TASK CHAIR	ALTURA, BLACK CLOTH	\$ 145	\$ -		
ZT N		CAFÉ TABLE	GRAPHITE NEBULA 36" TOP, STANDARD	\$ 168	\$ -	DF 1		DRAFTING STOOL	ALTURA, BLACK CLOTH	\$ 215	\$ -		
ZT M		CAFÉ TABLE	GREY NEBULA 36" TOP, STANDARD	\$ 168	\$ -	Desks, Bookcases, Credenzas & Files							
ZT F		CAFÉ TABLE	SILVER METALIC, STANDARD BASE	\$ 171	\$ -	JD 6		EXECUTIVE DESK	MAHOGANY	\$ 406	\$ -		
ZT B		CAFÉ TABLE	BRUSHED RED, STANDARD BASE	\$ 151	\$ -	JD 7		EXECUTIVE DESK	GRAPHITE	\$ 388	\$ -		
ZT C		CAFÉ TABLE	BRUSHED BLUE, STANDARD BASE	\$ 151	\$ -	CR 6		CREDENZA	MAHOGANY, STORAGE	\$ 406	\$ -		
B0MHSC		CAFÉ TABLE	Mahogany with Black Base	\$ 208	\$ -	CR 7		CREDENZA	GRAPHITE, STORAGE	\$ 383	\$ -		
B0MHTC		CAFÉ TABLE	Mahogany with Tulip Chrome Base	\$ 226	\$ -	BC 6		BOOKCASE	MAHOGANY, 72"	\$ 248	\$ -		
XT K		CAFÉ TABLE	MAPLE, TULIP CHROME BASE	\$ 208	\$ -	BC 7		BOOKCASE	GRAPHITE, 72"	\$ 243	\$ -		
XT P		CAFÉ TABLE	MAPLE 36" TOP, TULIP BASE	\$ 229	\$ -	L2 6		LATERAL FILE	MAHOGANY	\$ 308	\$ -		
XT J		CAFÉ TABLE	GRAPHITE NEBULA, TULIP BASE	\$ 208	\$ -	L2 7		LATERAL FILE	GRAPHITE	\$ 297	\$ -		
XT N		CAFÉ TABLE	GRAPHITE NEBULA 36" TOP, TULIP	\$ 226	\$ -	VF 4		VERTICAL FILE	4 DRAWER, METAL	\$ 191	\$ -		
XT M		CAFÉ TABLE	GREY NEBULA 36" TOP, TULIP BASE	\$ 226	\$ -	VF 2		VERTICAL FILE	2 DRAWER, METAL	\$ 140	\$ -		
XT F		CAFÉ TABLE	SILVER METALIC, TULIP BASE	\$ 230	\$ -	Conference Tables							
XT B		CAFÉ TABLE	BRUSHED RED, TULIP BASE	\$ 208	\$ -	CE 2		CONFERENCE TABLE	GEO, RECTANGLE CHROME, GLASS	\$ 302	\$ -		
XT C		CAFÉ TABLE	BRUSHED BLUE, TULIP BASE	\$ 208	\$ -	CF 2		CONFERENCE TABLE	GEO, RECTANGLE BLACK, GLASS	\$ 290	\$ -		
Bar Tables						Communal Tables							
VT K		BAR TABLE	MAPLE, STANDARD BASE	\$ 174	\$ -	CE 1		CONFERENCE TABLE	GEO, SQUARE CHROME, GLASS	\$ 208	\$ -		
VT P		BAR TABLE	MAPLE 36" TOP, STANDARD BASE	\$ 180	\$ -	CF 1		CONFERENCE TABLE	GEO, SQUARE BLACK, GLASS	\$ 197	\$ -		
VT J		BAR TABLE	GRAPHITE NEBULA, STANDARD BASE	\$ 174	\$ -	CG 1		CONFERENCE TABLE	MANHATTAN, GLASS, BLACK	\$ 214	\$ -		
VT N		BAR TABLE	GRAPHITE NEBULA 36" TOP, STANDARD	\$ 180	\$ -	CB 2		CONFERENCE TABLE	6" GRAPHITE NEBULA	\$ 234	\$ -		
VT M		BAR TABLE	GREY NEBULA 36" TOP, STANDARD	\$ 180	\$ -	CB 3		CONFERENCE TABLE	8" GRAPHITE NEBULA	\$ 394	\$ -		
VT F		BAR TABLE	SILVER METALIC, STANDARD BASE	\$ 197	\$ -	CD 2		CONFERENCE TABLE	6" GREY NEBULA	\$ 324	\$ -		
VT B		BAR TABLE	BRUSHED RED, STANDARD BASE	\$ 174	\$ -	CD 3		CONFERENCE TABLE	8" GREY NEBULA	\$ 394	\$ -		
VT C		BAR TABLE	BRUSHED BLUE, STANDARD BASE	\$ 174	\$ -	CC 5		CONFERENCE TABLE	42" ROUND MAHOGANY	\$ 266	\$ -		
B0MHSB		BAR TABLE	Mahogany with Black Base	\$ 217	\$ -	CC 6		CONFERENCE TABLE	6" MAHOGANY	\$ 301	\$ -		
B0MHBT		BAR TABLE	Mahogany with Tulip Chrome Base	\$ 223	\$ -	CC 7		CONFERENCE TABLE	8" MAHOGANY	\$ 371	\$ -		
WT K		BAR TABLE	MAPLE, TULIP CHROME BASE	\$ 241	\$ -	CC 8		CONFERENCE TABLE	10" MAHOGANY	\$ 591	\$ -		
WT P		BAR TABLE	MAPLE 36" TOP, TULIP BASE	\$ 243	\$ -	CB 1		CONFERENCE TABLE	42" ROUND GRAPHITE NEBULA	\$ 267	\$ -		
WT J		BAR TABLE	GRAPHITE NEBULA, TULIP BASE	\$ 221	\$ -	CD 1		CONFERENCE TABLE	42" ROUND GREY NEBULA	\$ 267	\$ -		
WT N		BAR TABLE	GRAPHITE NEBULA 36" TOP, TULIP	\$ 243	\$ -	CT06GR		CONFERENCE TABLE	Conf Table, Granite, 6-Foot	\$ 234	\$ -		
WT M		BAR TABLE	GREY NEBULA 36" TOP, TULIP BASE	\$ 243	\$ -	CT08GR		CONFERENCE TABLE	Conf Table, Granite, 8-Foot	\$ 284	\$ -		
WT F		BAR TABLE	SILVER METALIC, TULIP BASE	\$ 243	\$ -	CT10GR		CONFERENCE TABLE	Conf Table, Granite, 10-Foot	\$ 426	\$ -		
WT B		BAR TABLE	BRUSHED RED, TULIP BASE	\$ 221	\$ -	DCT6W		CONFERENCE TABLE	6" Nova Oval Conference Table, White w/Chrome Legs	\$ 397	\$ -		
WT C		BAR TABLE	BRUSHED BLUE, TULIP BASE	\$ 221	\$ -	Communal Tables							
Training Room						G30BWW		Communal Table	G-30 Bar Table w/grommets - Maple	\$ 475	\$ -		
TBSTDW		MOBILE STAND	Mobile Tablet Stand White	\$ 152	\$ -	G30BMS		Communal Table	G-30 Bar Table, solid - Maple	\$ 475	\$ -		
TBSTDN		MOBILE STAND	Mobile Tablet Stand Black	\$ 152	\$ -	G30BWW		Communal Table	G-30 Bar Table, w/grommets - White	\$ 475	\$ -		
TBCHR		MOBILE STAND	Brochure Holder	\$ 49	\$ -	G30BWS		Communal Table	G-30 Bar Table, solid - White	\$ 475	\$ -		
TBSHLF		MOBILE STAND	Charging Shelf	\$ 49	\$ -	G30DMW		Communal Table	G-30 Café Table, w/grommets - Maple	\$ 380	\$ -		
TBPNTN		MOBILE STAND	Wireless Printer Holder	\$ 49	\$ -	G30DMS		Communal Table	G-30 Café Table, solid - Maple	\$ 380	\$ -		
CP5		COMPUTER TABLE	GRAPHITE NEBULA	\$ 290	\$ -	G30DWW		Communal Table	G-30 Café Table, w/grommets - White	\$ 380	\$ -		
PO3		KIOSK	BLACK & MAPLE	\$ 348	\$ -	G30DWS		Communal Table	G-30 Café Table, solid - White	\$ 380	\$ -		
PO1		PODIUM	LECTURN, CHERRY	\$ 221	\$ -	G30CMW		Communal Table	G-30 Cocktail Table, w/grommets - Maple	\$ 255	\$ -		
WD 2		WRITING DESK	GRAPHITE	\$ 255	\$ -	G30CMS		Communal Table	G-30 Cocktail Table, solid - Maple	\$ 255	\$ -		
Product Displays, Lamps, & Refrigerators						G30CWW		Communal Table	G-30 Cocktail Table, w/grommets - White	\$ 255	\$ -		
ET 2		ETAGERE	BLACK	\$ 249	\$ -	Meeting Chairs							
ET 1		ETAGERE	SILVER	\$ 249	\$ -	OCMESP		MEETING CHAIR	Meeting Chair Espresso	\$ 145	\$ -		
PMB36		Pedestals	Molded Plastic Pedestal, 24"x36"	\$ 288	\$ -	OCMTAU		MEETING CHAIR	Meeting Chair Taupe	\$ 115	\$ -		
PMB42		Pedestals	Molded Plastic Pedestal, 24"x42"	\$ 340	\$ -	<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;">Page 1 Sub Total</div> <div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;">Page 2 Sub Total</div>							
TRW		Lamp	Trovato Floor Lamp - White	\$ 108	\$ -								
TRH		Lamp	Trovato Table Lamp - White	\$ 160	\$ -								
LA15		Lamp	Mason Floor Lamp - Brushed Silver	\$ 160	\$ -								
LA14		Lamp	Mason Table Lamp - Brushed Silver	\$ 108	\$ -								
R1 R		REFRIGERATOR	14.0 CUBIC, WHITE	\$ 609	\$ -	<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;">Page 2 Sub Total</div>							
R1 Q		REFRIGERATOR	4.0 CUBIC, WHITE	\$ 203	\$ -								
US Tradeshows 2014 - Proprietary & Confidential, CTSF. All rights reserved.										Order Total, add to top of Page 1		\$	-



17th Annual International Aboveground Storage Tank Conference & Trade Show
April 27-29, 2015 Rosen Shingle Creek Resort | Orlando, Florida

Signage order form (Form A500)

EXHIBITING COMPANY NAME _____ BOOTH NUMBER _____

AUTHORIZED BY (SIGNATURE) _____ DATE _____

Discount Deadline Date: Friday, April 10, 2015

All standard signs are digitally produced on foam core or cardstock. Standard sign include up to 10 words in Helvetica Medium and a selection of colors.

DESCRIPTION	DISCOUNT PRICE	REGULAR PRICE	QTY	TOTAL PRICE
7" x 11"	\$35.00	\$ 65.00		
7" x 44"	\$45.00	\$ 85.00		
22" x 28"	\$87.00	\$ 168.00		
28" x 44"	\$99.00	\$ 193.00		
Additional Words Cost per Word	\$ 1.00	\$ 1.00		
Easel Back	\$ 5.00	\$ 9.00		

1. Total All Items Ordered \$ _____

Please enter Total on **ORDER SUMMARY FORM**

Indicate:

Circle Background Color: White, Black, Red, Blue, Green, Yellow

Circle: Vertical or Horizontal

Copy Color: White, Black, Red, Blue, Green, Yellow

Sketch diagram / sign layout below





17th Annual International Aboveground Storage Tank Conference & Trade Show
April 27-29, 2015 Rosen Shingle Creek Resort | Orlando, Florida

Labor: Installation/Dismantle order form (Form A600)

EXHIBITING COMPANY NAME	BOOTH NUMBER
AUTHORIZED BY (SIGNATURE)	DATE

Labor Rates:

Straight time rate: Monday-Friday, between the hours of 8am-4:30pm.....\$ 60.00 per person per hour
Overtime rate: 6:00am-8:00am & 4:30pm-12:00am Monday-Friday
6:00am-12:00am Saturday & Sunday.....\$ 90.00 per person per hour

All labor has a 1 hour minimum, with 1/2 hour increments thereafter. Labor ordered onsite will be subject to a 25% surcharge.

Please estimate the number of workers and hours per worker needed below. Invoice will be calculated according to actual hours worked.

Move-in labor:

DATE	Number of workers	Start/End times	Total Worker hours x Labor rate=	Labor Charge
___/___/___	_____	Start time ___:___ AM PM End time ___:___ AM PM	_____ x _____ = \$	_____
___/___/___	_____	Start time ___:___ AM PM End time ___:___ AM PM	_____ x _____ = \$	_____
___/___/___	_____	Start time ___:___ AM PM End time ___:___ AM PM	_____ x _____ = \$	_____

Move-in labor total \$ _____

Move-out labor:

DATE	Number of workers	Start/End times	Total Worker hours x Labor rate=	Labor Charge
___/___/___	_____	Start time ___:___ AM PM End time ___:___ AM PM	_____ x _____ = \$	_____
___/___/___	_____	Start time ___:___ AM PM End time ___:___ AM PM	_____ x _____ = \$	_____
___/___/___	_____	Start time ___:___ AM PM End time ___:___ AM PM	_____ x _____ = \$	_____

Move-out labor total \$ _____

If the exhibitor chooses to have US Tradeshows unpack display, assemble, dismantle and re-pack the display, there will be a supervision charge of 25% (\$50.00 min.)

Move-in labor total \$ _____

Move-out labor total \$ _____

Supervision \$ _____

Total Labor Ordered \$ _____

Please enter Total on ORDER SUMMARY FORM

Labor: Starting time can be only guaranteed when labor is requested for the start of the working day at 8 AM. All exhibit labor for 8 AM starting times will be dispatched to booth space. For all other starting times, check in at the Exhibitor Service Desk one-half (1/2) hour before time requested. Labor cancelled without 24 hour notice shall be charged a one (1) hour cancellation fee per worker. If exhibitor fails to use the workers at the time confirmed, a one (1) hour "No-Show" charge per worker will apply.





17th Annual International Aboveground Storage Tank Conference & Trade Show
 April 27-29, 2015 Rosen Shingle Creek Resort | Orlando, Florida

In-booth Forklift (Form A700)

EXHIBITING COMPANY NAME

BOOTH NUMBER

AUTHORIZED BY (SIGNATURE)

DATE

Forklift Labor Rates:

Straight time rate: Monday-Friday, between the hours of 8am-4:30pm.....\$ 150 per forklift person per hour
 Overtime rate: 6:00am-8:00am & 4:30pm-12:00am Monday-Friday
 6:00am-12:00am Saturday & Sunday.....\$ 225 per forklift person per hour
 Double time rate: 12:00am-6:00am and recognized holidays.....\$ 300 per forklift person per hour

All labor has a 1 hour minimum, with 1/2 hour increments thereafter. Labor ordered onsite will be subject to a 25% surcharge. Please estimate the number of forklifts and hours per worker needed below. Invoice will be calculated according to actual hours worked.

Move-in labor:

DATE	Number of workers	Start/End times	Total Worker hours x Labor rate=	Labor Charge
___/___/___	_____	Start time ___:___ AM PM End time ___:___ AM PM	_____ x _____ = \$	_____
___/___/___	_____	Start time ___:___ AM PM End time ___:___ AM PM	_____ x _____ = \$	_____
___/___/___	_____	Start time ___:___ AM PM End time ___:___ AM PM	_____ x _____ = \$	_____

Move-in labor total \$ _____

Move-out labor:

DATE	Number of workers	Start/End times	Total Worker hours x Labor rate=	Labor Charge
___/___/___	_____	Start time ___:___ AM PM End time ___:___ AM PM	_____ x _____ = \$	_____
___/___/___	_____	Start time ___:___ AM PM End time ___:___ AM PM	_____ x _____ = \$	_____
___/___/___	_____	Start time ___:___ AM PM End time ___:___ AM PM	_____ x _____ = \$	_____

Move-out labor total \$ _____

If the exhibitor chooses to have US Tradeshows unpack display, assemble, dismantle and re-pack the display, there will be a supervision charge of 25% (\$50.00 min.)

Move-in labor total \$ _____

Move-out labor total \$ _____

Supervision \$ _____

Total Labor Ordered \$ _____

Please enter Total on ORDER SUMMARY FORM

Forklift Labor: Equipment and labor cancelled without 24 hour notice will be charged a one (1) hour cancellation fee per worker & forklift. All rates are subject to change if necessitated by increased labor and/or material costs. If exhibitor fails to use the laborers and equipment at the time confirmed, a one (1) hour "No Show" charge per laborer and forklift will apply. Starting times can be guaranteed only when labor is requested for a starting time of 8:00am. Confirm labor and forklifts by 2:30pm the day before requested. Please have a representative pick up the crew at the Exhibitor Service Desk and supervise the work to be done. Upon completion, the exhibitor's representative will return the crew to the Exhibitor Service Desk and approve the work order.



US Tradeshows

1075 Gills Drive, Bldg D, Suite 200
 Phone: 407-812-8224

Orlando, FL 32824

Fax: 407-812-8225



17th Annual International Aboveground Storage Tank Conference & Trade Show
April 27-29, 2015 Rosen Shingle Creek Resort | Orlando, Florida

Booth Cleaning order form (Form A 800)

EXHIBITING COMPANY NAME _____ BOOTH NUMBER _____

AUTHORIZED BY (SIGNATURE) _____ DATE _____

Booth Vacuuming(Includes emptying your wastebasket nightly)

Daily vacuuming..... cost per square foot per day \$.25
Before Show Opens Only cost per square foot \$.30

Example:
SQ. FT. X RATE X NO. OF DAYS = **Vacuuming Total**
100 sq.ft \$30 2 = \$ 60.00

Vacuuming order						
SQ. FT.	X	RATE	X	NO. OF DAYS	=	Vacuuming Total
_____	X	_____	X	_____	=	\$ _____

Periodic Porter Service order						
SQ. FT.	X	RATE	X	NO. OF DAYS	=	Periodic Porter Total
0 - 500 sq. ft		\$ 60.00		_____	=	\$ _____
501 - 1500 sq. ft		\$ 80.00		_____	=	\$ _____
1501 - 3000 sq. ft		\$ 100.00		_____	=	\$ _____
3001 square feet and higher per day <i>Call for Quote</i>						

Vacuuming total \$ _____

Periodic Porter Service total \$ _____

Total All Lines \$ _____

Please enter Total on ORDER SUMMARY FORM





17th Annual International Aboveground Storage Tank Conference & Trade Show
April 27-29, 2015 Rosen Shingle Creek Resort | Orlando, Florida

Accessible Storage Order form (Form A900)

US Tradeshows will have a storage area for exhibitor's samples, literature and the like. This area will be secured. Should an exhibitor choose to store items in this secured storage, items will be stored and retrieved by a US Tradeshows representative at a 1/2 hour minimum. The hourly rate for moving material will be:

- Straight time rate: Monday-Friday, between the hours of 8am-4:30pm.....\$ 60.00 per person per hour
- Overtime rate: 6:00am-8:00am & 4:30pm-12:00am Monday-Friday
6:00am-12:00am Saturday & Sunday.....\$ 90.00 per person per hour
- Double time rate: 12:00am-6:00am and recognized holidays.....\$120.00 per person per hour

Please visit the Exhibitor Service Desk to place order onsite

If a forklift is required to move the materials a **\$75.00 fee will be added**. US Tradeshows will not be liable for any injury, damage, loss, theft or destruction, including, but not limited to, damage from atmospheric conditions or rust, negligence (whether caused by ourselves or by our servants, agents, employees, or others), failures to act, breach of contract, breach of warranty, water, condensation, fires, floods, acts of God, or any act beyond our sole control. US Tradeshows is not liable for any direct, consequential, or incidental damages nor for loss of profit or loss due to failures to obtain or turn-over goods at any particular time or place whatsoever; however, such loss may be incurred. We are not liable for or chargeable with any loss of sales, income, resale's, commissions or brokerage, nor for any freight or demurrage. We agree to follow the above procedures in shipment and movement of storage material.

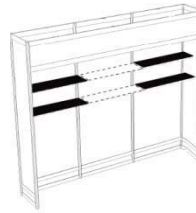


Exhibit Booth Rental (Form A1100)

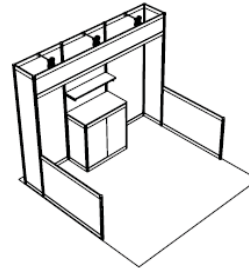
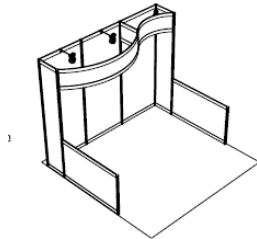
EXHIBITING COMPANY NAME	BOOTH NUMBER
AUTHORIZED BY (SIGNATURE)	DATE

All US Tradeshows rental exhibits are free from drayage costs, and include installation and dismantle at no additional charge.

10'x10' Standard Line Booth A 8' tall x 10' wide Rental Cost: Discount \$875 Standard \$ 1150.00	10'x10' Standard Line Booth B 8' tall x 10' wide Includes: 4 shelves, Header signage with company name Rental Cost: Discount \$ 1,250 Standard \$ 1600.00
--	--



10'x10' Standard Line Booth C 8' tall x 10' wide Includes: 4 shelves, Header signage with company name 3 lights, Rental Cost: Discount: \$1650 Standard: \$2175.00	10'x10' Standard Line Booth D 8' tall x 10' wide Includes: 4 shelves, Header signage with company name 3 lights, 1 shelf, 1 counter Rental Cost: Discount: \$1750 Standard: \$2275.00
--	---



10'x20' Line Booth D 8' tall x 20' wide Includes: 8 Shelves, Header signage with company name Rental Cost: Discount: \$3,700 Standard: \$4650	10'x20' Line Booth E 8' tall x 20' wide Includes: 6 Shelves, 4 lights, 1 counter Header signage with company name Rental Cost: Discount: \$3,8750 Standard: \$4,850	10'x20' Line Booth F 8' tall x 20' wide Includes: 6 Shelves, 4 lights, 2 counters Header signage with company name Rental Cost: Discount \$4,275 Standard: \$5350
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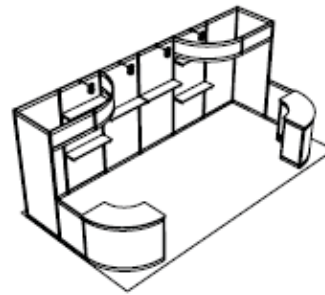
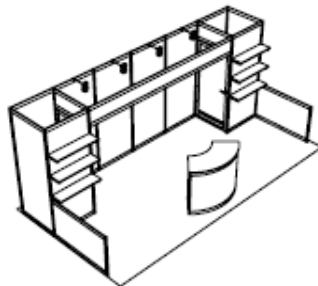
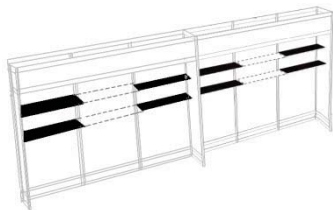


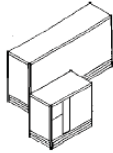
Exhibit Booth Rental (Form A1100) continued

System Counters

- 1 meter wide x 40" high – Discount \$ 450
Standard - \$ 575
- 2 meters wide x 40" high -Pre-order \$ 650
Standard - \$ 835

Computer Kiosk

- 1/2M wide x 6' tall. Counter 40" High: Discount - \$ 350
Standard - \$ 450



Description	Qty	Cost
10x10' Standard Line Booth A	_____	_____
10x10' Standard Line Booth B	_____	_____
10x10' Standard Line Booth C	_____	_____
10x10' Standard Line Booth D	_____	_____
10x20' Standard Line Booth E	_____	_____
10x20' Standard Line Booth F	_____	_____
10x20' Standard Line Booth G	_____	_____
1 Meter Counter	_____	_____
2 Meter Counter	_____	_____
Computer Kiosk	_____	_____

1. Total All Items Ordered \$ _____

Please enter Total on ORDER SUMMARY FORM





Exhibitor Kit

Presentation Services is the preferred provider of audiovisual exhibit services and the exclusive provider of rigging and power distribution services at Rosen Shingle Creek.

As your on-site partner, we are uniquely prepared for the many details surrounding the delivery of a successful program.

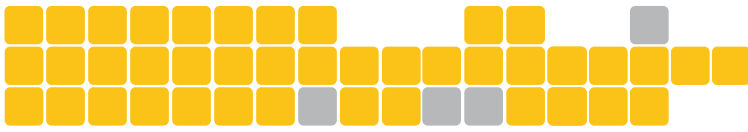
This packet contains the tools necessary to assist you and your exhibitors in implementing a flawless event.

Pages 2-4 Exhibitor power order form
Page 5 Exhibitor air and water order form
Page 6 Exhibitor AV order form
Pages 7-8 Exhibitor rigging form

In addition to the attached tools, our knowledgeable staff is available to assist you and your exhibitors. Please feel free to contact us at 407.996.2237 or RSCExhibits@psav.com.

Thank you and Welcome to Rosen Shingle Creek!





Power Distribution Exhibitor Order Form

PSAV® is proud to serve as the exclusive in-house provider for Power Distribution Services at the Rosen Shingle Creek. As part of our comprehensive electrical safety program the facility has been equipped with industry standard single pole or pin and sleeve devices to eliminate bare wire connections. All power distribution must be UL/ETL listed and meet all state and local codes.

SHOW NAME:		START DATE:	END DATE:	BOOTH #:
COMPANY NAME:				
ON-SITE CONTACT:				
STREET ADDRESS:		CITY & STATE:		ZIP CODE:
TELEPHONE NUMBER:		FAX NUMBER:		
ORDERED BY:		PRINT CARDHOLDER'S NAME:		BILLING ZIP CODE:
<input type="checkbox"/> AMEX	<input type="checkbox"/> MCARD	CREDIT CARD#:		EXP DATE:
<input type="checkbox"/> VISA	<input type="checkbox"/> CHECK			
CARDHOLDER'S SIGNATURE:		EMAIL ADDRESS (PLEASE PRINT)		

> PAYMENT MUST ACCOMPANY ALL ORDERS 21 DAYS PRIOR TO SHOW FOR ADVANCE PRICING

ELECTRICAL OUTLETS				
120 VOLT	Qty	Advance Price	Standard Price	Cost
500 watts (5 amp)		\$105.00	\$150.00	
1000 WATTS (10 AMPS)		\$160.00	\$225.00	
1500 WATTS (15 AMPS)		\$185.00	\$265.00	
2000 WATTS (20 AMPS)		\$210.00	\$300.00	

EXTENSION CORD (POWER OUTLET NOT INCLUDED)			
	Qty	Price	Cost
25' Extension Cord		\$30.00	
POWER STRIP		\$30.00	

ELECTRICAL SERVICE CONNECTIONS *REQUIRES LABOR AND DIAGRAM				
208 VOLT SINGLE PHASE *REQUIRES LABOR				
20 AMPS		\$345.00	\$490.00	
30 AMPS		\$430.00	\$615.00	
60 AMPS		\$580.00	\$825.00	
100 AMPS		\$720.00	\$1,025.00	
208 VOLT THREE PHASE *REQUIRES LABOR				
20 AMPS		\$475.00	\$680.00	
30 AMPS		\$625.00	\$895.00	
60 AMPS		\$850.00	\$1,215.00	
100 AMPS		\$1,080.00	\$1,545.00	
200 AMPS		\$1,610.00	\$2,015.00	
400 AMPS		\$2,375.00	\$3,025.00	

LABOR (MINIMUM 1 AND 1/2 HR INSTALL/1 HR STRIKE)			
ST Mon-Fri 8:00A-5:00P except HOLIDAYS		\$90.00	
OT Mon. – Sun. 5:01P-12:00A		\$135.00	
DT Mon. – Sun.12:01A-8:00A and HOLIDAYS		\$180.00	
SUBTOTAL			
24% SERVICE CHARGE APPLIES TO ALL ORDERS			
6.5% FLORIDA SALES TAX			
TOTAL DUE			

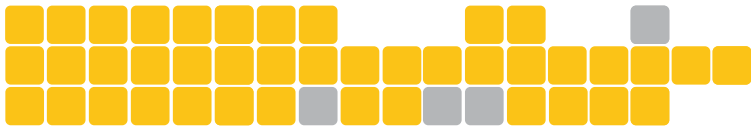
**FULL PAYMENT DUE
PRIOR TO SHOW
OPENING.**

There is a minimum labor charge of (1 1/2) one and a half hours for hook-up and (1) one hour to dismantle for all power distribution, island booths and 208v services.

SPECIAL INSTRUCTIONS/PLUG TYPE

Attn: PSAV
9939 Universal Boulevard
Orlando, FL 32819
PHONE: 407.996.4473
FAX: 855.817.4462
EMAIL: RSCPowerDistribution@psav.com





BOOTH LAYOUT FORM

COMPANY NAME: _____

BOOTH #: _____

SHOW NAME: _____

DATE OF SHOW: _____

BACK OF BOOTH (INDICATE ADJACENT BOOTH #)

INDICATE ADJACENT BOOTH #

INDICATE ADJACENT BOOTH #

FRONT OF BOOTH (INDICATE ADJACENT BOOTH #)

Each square is _____ feet, since my booth is _____ feet wide by _____ feet long.

Utilities under carpet? _____

ISLAND BOOTHS

A scaled floor plan *must* accompany orders showing locations of electrical outlets, connections and lighting equipment.



REGULATION AND GENERAL INFORMATION

1. For all Equipment supplied, read the ratings from the metal plate attached to the unit (See example). If the rating is in watts, order in wattage. If the rating is in amps, order in amperage.

EXAMPLES OF HOW TO READ METAL PLATES ON EQUIPMENT

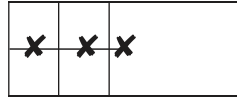
0	V120 PH1	0	120V SinglePhase	10	V230	0	230Volts
	Hz60		= 60Cycle		A30		= 30Amps
0	W1000	0	1000Watts	0	PH3	0	3 Phase

2. Separate locations require separate outlets (500 watt min.)

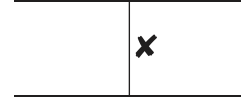
POWER LOCATIONS:) (Indicate location of outlet

WHERE WILL MY OUTLET BE LOCATED?

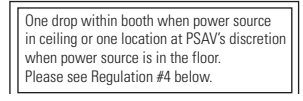
Your outlet will be located as depicted below unless floorplan is received indicating otherwise.



INLINE BOOTHS – PENINSULA



BACK-TO-BACK PENINSULA BOOTHS



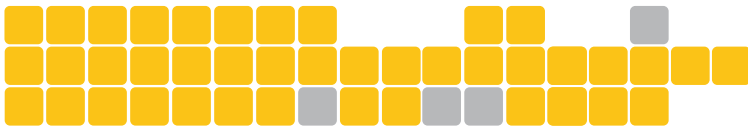
ISLAND BOOTHS

One drop within booth when power source in ceiling or one location at PSAV's discretion when power source is in the floor. Please see Regulation #4 below.

- Orders must be received with payment a minimum of twenty-one (21) days prior to scheduled event set up for Advance Price. Orders received less than twenty-one (21) days prior to scheduled event set up or without payment will be charged at the Standard Prices.
- PSAV electrical is not responsible for voltage fluctuation or power failure due to temporary conditions. For your protection you should install a surge protector on your computer(s). All electrical installations and connections to all electrical service should be made by a PSAV electrician. PSAV will not be responsible for any damage or loss of equipment, component, computer hardware or software and/or damage or injury to any person caused by the installation, connection or plugging into any electrical outlet by person other than a PSAV electrician.
- A separate outlet must be ordered for each location where electricity is needed.
- Rates listed for all connections include bringing the service to booth in the most convenient manner for PSAV and DOES NOT INCLUDE connecting equipment, materials, special wiring or labor. Normally all electrical outlets will be placed on the floor in back of booth. Island booth outlets may be brought to one (1) location at our discretion if no information is provided and this charge is on a time and material basis.
- Rates are based on current wage scales and are subject to change in the event of wage changes prior to opening or during the operation of the show. A minimum charge of one and a half (1 1/2) hour labor for installation and one (1) hour to dismantle will apply and time will commence upon exhibitor's request. Failure to start labor at requested time will result in a one (1) hour charge per electrician requested, unless 24-hour advance notice is provided in writing.
- Additional service charges and labor charged may be assessed for installations. Payment must be rendered in FULL when billed during the event. Service may be interrupted if payment is not received.
- All equipment regardless of source of power, must comply with Federal, State, and local codes. PSAV reserves the right to inspect all electrical devices and connections to insure compliance with all codes. PSAV is required to refuse connections where the exhibitor wiring is not in accordance with local Electrical Code.
- Standard wall and other permanent building utility outlets or sockets are not part of booth space and may not be used by exhibitors. A separate outlet must be ordered at standard price for each piece of equipment to be connected.
- All electrical equipment must be properly tagged and wired with complete information as to the type of current required for operation, voltage, phase, cycle, horsepower, etc.
- All exhibitor's cords must be minimum of 14/3 with ground. ALL exposed, non-current carrying metal parts of fixed equipment, which are liable to be energized, shall be grounded.
- A \$25.00 service charge will be assessed for all returned checks and credit cards.
- Material and equipment furnished by PSAV for this service order is furnished on a rental basis and remains the property of PSAV and shall be removed ONLY by PSAV Employees. Price also includes all necessary disposable supplies.
- PSAV Employees are authorized to cut floor coverings when essential for installation of service otherwise indicated.
- Claims will not be considered or adjustments made unless filed in writing by the exhibitor prior to close of event and this claim must be verified by a PSAV Employee prior to close of event.
- Credit will not be given for service installed and not used.
- 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 PSAV its attorney fees or applicable agency fees.
- A service charge of 1.5% per month on any unpaid balances will be made starting 10 days after the date of invoice.
- Exhibitor holds PSAV harmless for any and all losses of power beyond PSAV'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.
- As the official Electrical Contractor, PSAV will be responsible for:
 - All under carpet distribution of electrical wiring
 - All motor and equipment hook-ups requiring hardware connections
 - The above items require electrical labor, which may be ordered in the Electrical Labor sections on the reverse side
- In the interest of public safety, exhibits in the convention facilities may be inspected to determine if any violations exist. If they are found, qualified electricians are available to correct the problems. This work will be performed on a time and material basis. If the exhibitor does not wish to have the fault corrected, electrical service to the offending booth will not be connected. If an exhibitor is not informed or does not understand basic safety standards for electrical wiring, an electrician should be consulted. Serious risks are involved which can be eliminated by understanding basic requirements of safe wiring inside your booth. For the safety of you and the public, remember these points:
 - All wiring must have a 3-wire grounded cord with a minimum of #14 gauge
 - The use of clip-on sign sockets, latex or lamp cord wire in displays, or the use of 2-wire clamp on fixtures, is prohibited by order of fire prevention bureaus at trade shows and conventions.
 - Zip cords or two-wire cords are ungrounded and could result in safety hazards. Their use is forbidden in all convention facilities.
- Electricity will be turned on within 30 minutes of show openings and turned off within 30 minutes after the closing.

SIGNATURE: BY SIGNING YOU INDICATE THAT YOU UNDERSTAND THE TERMS AND CONDITIONS.





Air & Water Exhibitor Order Form

PSAV[®] is proud to serve as the exclusive in-house provider for Power Distribution Services at the Rosen Shingle Creek. As part of our comprehensive electrical safety program the facility has been equipped with industry standard single pole or pin and sleeve devices to eliminate bare wire connections. All power distribution must be UL/ETL listed and meet all state and local codes.

SHOW NAME:		START DATE:	END DATE:	BOOTH #:
COMPANY NAME:				
ON-SITE CONTACT:				
STREET ADDRESS:		CITY & STATE:		ZIP CODE:
TELEPHONE NUMBER:		FAX NUMBER:		
ORDERED BY:		PRINT CARDHOLDER'S NAME:		BILLING ZIP CODE:
<input type="checkbox"/> AMEX	<input type="checkbox"/> MCARD	CREDIT CARD#:		EXP DATE:
<input type="checkbox"/> VISA	<input type="checkbox"/> CHECK			
CARDHOLDER'S SIGNATURE:		EMAIL ADDRESS (PLEASE PRINT)		

> PAYMENT MUST ACCOMPANY ALL ORDERS 21 DAYS PRIOR TO SHOW FOR ADVANCE PRICING

AIR *PSI 100 lbs average - Prices based on 1/4" to 1/2" line *REQUIRES LABOR AND DIAGRAM				
	Qty	Advance Price	Standard Price	Cost
MASTER LINE DROP		\$300.00	\$390.00	
ADD'L CONNECTIONS		\$60.00	\$78.00	
SPECIAL INSTRUCTIONS				

WATER *55 PSI MIN - 70 PSI MAX - Prices based on 1/4" to 1/2" line *REQUIRES LABOR AND DIAGRAM				
	Qty	Advance Price	Standard Price	Cost
MASTER LINE DROP		\$300.00	\$390.00	
ADD'L CONNECTIONS		\$60.00	\$80.00	
FILTER (IF WATER IS FOR CONSUMPTION)		\$80.00	\$100.00	

FILL & DRAIN				
	Qty	Advance Price	Standard Price	Cost
0-100 GALLONS		\$125.00	\$175.00	
101-500 GALLONS		\$175.00	\$225.00	
EACH ADD'L 100 GALLONS		\$20.00	\$25.00	

SPECIAL INSTRUCTIONS

LABOR (MINIMUM 1 AND 1/2 HR INSTALL/1 HR STRIKE)

ST Mon - Fri 8:00A-5:00P except HOLIDAYS		\$90.00	
OT Mon. - Sun. 5:01P-12:00A		\$135.00	
DT Mon. - Sun. 12:01A-8:00A and HOLIDAYS		\$180.00	

SUBTOTAL	
24% SERVICE CHARGE APPLIES TO ALL ORDERS	
6.5% FLORIDA SALES TAX	
TOTAL DUE	

**FULL PAYMENT DUE
PRIOR TO SHOW
OPENING.**

There is a minimum labor charge of (1 1/2) one and a half hours for hook-up and (1) one hour to dismantle for all air and water services.

Attn: PSAV

9939 Universal Boulevard
Orlando, FL 32819

PHONE: 407.996.4473

FAX: 855.817.4462

EMAIL: RSCPowerDistribution@psav.com





PSAV Audiovisual Exhibitor Order Form

PSAV is proud to serve as the in-house provider for Audio Visual Services at the Rosen Shingle Creek.

SHOW NAME:			START DATE:	END DATE:	# SHOW DAYS:
COMPANY NAME:					
ON-SITE CONTACT NAME:					ROOM / EXHIBIT BOOTH #:
STREET ADDRESS:			CITY & STATE :		ZIP CODE:
TELEPHONE NUMBER:			FAX NUMBER:		
ORDERED BY:			PRINT CARDHOLDER'S NAME:		BILLING ZIP CODE:
AMEX	MCARD	CC#:	EXP DATE:		
VISA	CHECK				
CARDHOLDER'S SIGNATURE:*			EMAIL ADDRESS (PLEASE PRINT):		



	Day Rate	Show Rate	Qty	#Days	Total		Day Rate	Show Rate	Qty	#Days	Total
Video Equipment						Video Equipment					
Specialty Cables upon request											
Unit includes a 6' VGA cable											
21" LCD Flat Screen Monitor *	\$100.00	\$195.00				3x4 LED Wall **					
32" Flat Monitor/Video/PC capable*	\$275.00	\$550.00				Priced upon request					
46" LCD Screen and Cables* ***	\$525.00	\$995.00				Blue Ray Player	\$125.00	\$250.00			
55" LCD Screen and Cables* **	\$710.00	\$1420.00				DVD Player	\$90.00	\$180.00			
60" LCD Screen and Cables* **	\$975.00	\$1,800.00				Audio Equipment					
70" LCD Monitor* **	\$1195.00	\$2,400.00				Powered Speaker with Tripod	\$115.00	\$230.00			
90" LCD Monitor* **	\$3,000.00	\$4,950.00				4 channel Mixer	\$70.00	\$140.00			
Additional labor requirements						Wireless Mic	195.00	\$390.00			
32" - 70" Touchscreen ***						Lighting					
Priced upon request						Atmospheric LED 5 light pkg.	\$250.00	\$500.00			
42"-70" Smart T.V. ***						Additional Lighting options available.					
Priced upon request						Laptops					
*Monitor Chrome Plasma Stands 72"H	\$125.00	\$125.00				Laptops: all laptops Windows XP Office 2010 RW/DVD		\$250.00			
*Monitor Wall Brackets	\$100.00	\$100.00									
25' VGA Cable	\$50.00	\$75.00									
VGA DA	\$110.00	\$220.00									
** May require Additional Labor/Install						Orders less than 10 days prior to show start date	\$100.00	\$100.00			
						Orders requested Onsite	\$150.00	\$150.00			
Advance Show rates cut off 10 days prior to start of Show.						Total Equipment Rental					
Please Fax your orders to 866-225-1303						24% Service Charge					
For custom meeting specifications and pricing, Contact our Sales Dept.						<i>Includes basic set up and removal of equipment</i>					
RSCExhibits@psav.com						6.5% Sales Tax					
Day of Show Onsite Contact: 407-259-7966						<i>On Equipment and Service Charge</i>					
Learn More About Exhibitor Services											
						GRAND TOTAL					





Rigging Order Form

Rosen Shingle Creek, Orlando Florida



Show Name:

Area or Booth #:

Ordering Instructions and Guidelines

Please complete both pages of this form and return it via E-mail or fax.
Once this form has been received you will be sent a formal Rigging Estimate.

PSAV is required to make all attachments to the Hotel structure. This includes but is not limited to: ceiling, airwalls, existing signage, columns, and railings.

Signs and Banners

- All signs, banners, and set pieces must be assembled by the exhibitor prior to the stated rigging call time requested.
- All signs, banners, and set pieces must include all rated hardware necessary for rigging.
- Electrical signs must be in good working order in accordance with the National Electrical Code. Electricity must be ordered in advance.
- Electrical Service is provided by PSAV Power distribution services
- All signs and banners in public areas must be approved by Hotel Management. → PSAV will not "Dead Hang" items over 100 lbs or 10' in length, chain motors will be used in these instances.
- All exhibitor rigging must conform to Show Management regulations.

Labor and Pricing

- Orders must be received 21 days prior to Load-In to receive advance rates and guarantee equipment and crew availability.
- Rigging Crews consist of a minimum of 3 riggers.
- Rigging Crews are subject to a 4 hour minimum at the prevailing hourly rate.
- A Service Charge of 24% will be added to the subtotal before tax.
- Tax Exempt Status- If you are exempt from sales tax you are required to submit a State of Florida Exemption Certificate prior to services being rendered.

Cancellation

- Orders must be cancelled 48 hours prior in order to avoid a minimum charge.
- Orders cancelled during or after services have been rendered will be subject to 100% of the original charges.

Pricing Information

Rigging Labor Hourly Rates	Advance Rate (21 days in advance)	Regular Rate
Straight Time - 8:00am-5:00pm (m-f)	\$ 90.00	\$ 100.00
Overtime - 5:00pm - 12:00am (m-f)	\$ 135.00	\$ 150.00
Double Time -12:00am - 8:00am (m-s)	\$ 180.00	\$ 200.00
Saturday - 8:00am - 12:00am (sat only)	\$ 135.00	\$ 150.00
Sunday - All Day (sun only)	\$ 180.00	\$ 200.00
Holidays - All Day	\$ 180.00	\$ 200.00
Dead Hang Point	\$ 55.00	\$ 65.00
Motor/Point	\$ 225.00	\$ 235.00
Scissor Lift Daily	\$ 315.00	\$ 415.00

**** Rates are per rigger / per hour (4hr. Min)****

Customer Information

Company Name: _____

Address: _____

City, State, Zip: _____

Ordered By (Print): _____

Ordered By (Signature): _____

Email Address: _____

Telephone #: _____ Fax #: _____

For Processing

Return Form To:
Presentation Services Rigging Department
 Rosen Shingle Creek
 9939 Universal Blvd.
 Orlando, Florida 32819
 PH: (407) 996-2237 FAX: (866) 225-1303
 Email to: RSCExhibits@psav.com
PSAV is proud to be Rosen Properties'
[Exhibitor Services - Learn More](#)

Page 2 must be filled out with banner specifications and onsite contact information.

Exclusive Rigging Provider.

Method of Payment

Credit Card:

_____ Exp Date ____ / ____

Card Billing Zip Code/required _____

Cardholder's Name (as appears on card): _____

Cardholders Signature: _____

Cardholder's Billing Address, if different from company address: _____

Event Signage and Rigging Order Form



Rosen Shingle Creek
Rosen Shingle Creek Properties



Show Name:	Booth #:
Event Location:	Onsite Contact Information...
Event Load In Date:	Company Name:
Preferred Event Load In Time:*	Contact Name:
Event Load Out Date:	Cell Phone:
Preferred Load Out Time:*	Email:

**We will make every effort to accommodate your preferred start time.*

Signage Information

****Signs must be assembled prior to rigger's arrival.****

Sign Type:	Sign Weight:	Sign Dimensions:
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Description of Signage and instructions/ Please provide drawing of Signs if available.

Additional Information/Booth Location on Floor

EXHIBITOR PRE-ORDER TECHNOLOGY FORM

ALL ORDERS MUST BE RECEIVED A MINIMUM OF 14 DAYS PRIOR TO EVENT'S START DATE TO RECEIVE PRE-ORDER PRICING.

Event Name: _____ **Install Date and Time:** _____ **On-Site Contact:** _____
Booth Name and #: _____ **Removal Date and Time:** _____ **On-Site Contact Cell #:** _____

SHARED WIRELESS INTERNET – <small>Prices are per booth, per day. Connections capped at a maximum speed of 1Mbps.</small>	Daily Pre-Order Rate	Daily Rack Rate	Days	Total
1-3 Wireless Connections	\$300	\$375		
4-6 Wireless Connections	\$450	\$550		
7-10 Wireless Connections	\$600	\$700		
11-15 Wireless Connections	\$750	\$900		
<i>For more than 15 wireless users in a booth please call for pricing.</i>				

PLEASE NOTE THE FOLLOWING:

- ❖ Dedicated bandwidth recommended for VOIP, video streaming, or video conferencing.
- ❖ No additional devices (access points, routers, switches, hubs, etc.) are allowed without approval from Millennium Technology Group.
- ❖ Any unauthorized equipment will be disconnected.

WIRED INTERNET/ DEDICATED BANDWIDTH – <small>Prices are per booth, per day using private IP addresses.</small>	Daily Pre-Order Rate	Daily Rack Rate	Days	Total
1Mbps Dedicated Connection	\$800	\$900		
1.54Mbps Dedicated Connection	\$1,200	\$1,350		
3Mbps Dedicated Connection	\$2,100	\$2,250		
5Mbps Dedicated Connection	\$3,000	\$3,200		
10Mbps Dedicated Connection	\$4,000	\$4,250		
Static IP (One Time Fee)	\$150/each		-	
Add Wireless Access to Dedicated Bandwidth (One Time Fee)	\$150	\$250	-	
Additional connections within the same booth (One Time Fee)	\$50	\$75	-	

DESKTOPS	Price	Qty.	Total
Lenovo Think Centre M58 – 20"	\$250		
Dell OptiPlex 980 – 20"	\$340		
Apple Mac Mini Core 2	\$295		
Apple iMac Core 2 Duo – 24"	\$385		
Apple iMac Core i7 – 27"	\$645		

LAPTOPS	Price	Qty.	Total
Lenovo Edge E520	\$195		
Lenovo T510	\$245		
Lenovo W510	\$345		
Apple Mac Book Pro – 15.4"	\$295		
Apple iPad	\$185		

PLEASE NOTE THE FOLLOWING:

❖ Rental Equipment prices are for the length of the show (Up to seven days).

❖ Additional \$150 fee for all orders placed on site, service charge and applicable taxes will be applied.

HD MONITORS – <small>Includes a table stand. Cables not included.</small>	Price	Qty.	Total
24" Dell LCD	\$245		
32" Sony Bravia LED	\$350		
40" Sony Bravia LED	\$550		
46" Sony Bravia LED	\$650		
55" Sony Bravia LED	\$795		
65" Samsung LED	\$1,195		
70" Sharp LED	\$1,695		

DIGITAL SIGNAGE PACKAGES – <small>Includes a monitor, laptop, and dual pole stand with a laptop tray.</small>	Price	Qty.	Total
40" LED Digital Signage Package	\$750		
46" LED Digital Signage Package	\$850		
55" LED Digital Signage Package	\$995		
65" LED Digital Signage Package	\$1,395		
70" LED Digital Signage Package	\$1,895		
80" LED Digital Signage Package	\$2,395		
<i>Digital Signage Packages do not include internet.</i>			

 ❖ Millennium **does not** supply power. For power needs please contact the exhibition company.

❖ If Manufacturer or Model listed is not available an equivalent will be provided. Prices subject to change without notice. Please call to verify rate and availability.

❖ Orders cancelled with less than 72 hours' notice will incur a 50% cancellation fee. Orders cancelled on site will incur a 100% cancellation fee.

TOUCH SCREEN MONITORS – <small>Includes a table stand. Cables and laptop not included.</small>	Price	Qty.	Total
Planar 23"	\$325		
ELO 32"	\$550		
ELO 40"	\$895		
HP 42"	\$1,150		
ELO 46"	\$1,250		
ELO 55"	\$1,650		
Samsung 65"	\$2,595		
Samsung 70"	\$2,995		

MONITOR ACCESSORIES – <small>Monitors do not include cables or dual pole stands.</small>	Price	Qty.	Total
HDMI or VGA Cable (circle one) – 5ft	\$5		
HDMI or VGA Cable (circle one) – 25ft	\$25		
Dual Pole Stand – *Only available on monitors 32" or larger	\$85		
Dual Pole Stand with Laptop Tray – *Only available on monitors 32" or larger	\$95		

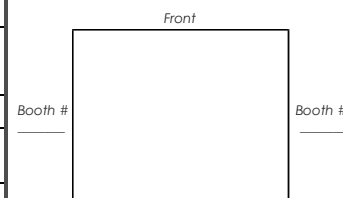
TELECOMMUNICATION SERVICES: Additional phone options and International calling available. Please call for assistance.

CISCO Digital Phones – <small>Installation Fee of \$150 included in first day pricing.</small>	Qty.	Single Day Rate	Add'l Days	Days	Total
DID 7911 or 7912 – Single Phone Line		\$250	\$100		
Analog Line (DID) – Digital line converted to analog via ATA for Credit Card and Fax machines only.		\$250	\$100		

INTERNET SUBTOTAL	\$	RENTAL EQUIPMENT SUBTOTAL	\$	TELECOMMUNICATION SUBTOTAL	\$
		24% Service Fee	\$	24% Service Fee	\$
24% Service Fee	\$	SUBTOTAL	\$	14.45% Communication Tax (on Daily Usage Amount x Total # of Days)	\$
		6.5% Sales Tax (on Rental Equipment & Service Fee)	\$	SUBTOTAL	\$
INTERNET GRAND TOTAL	\$	RENTAL EQUIPMENT GRAND TOTAL	\$	6.5% Sales Tax (on Communication Usage & Service Fee)	\$
		TELECOMMUNICATION GRAND TOTAL	\$		

BOOTH DIAGRAM

Mark "X" where connections should be located.



If paying by check a copy of the check and order form must be received before install date.

 An order form must be signed, completed, and submitted for your order to be processed. Once your order has been received a sales manager will contact you to collect payment. **Please note that your order is not complete until payment has been received.**
Print: _____ **Sign:** _____ **Date:** _____

Please note that by signing on the line above you are agreeing to the technology terms and conditions on page 2.

Fax or Email order to Millennium Technology Group Attn: Convention Technology Sales Address: 9939 Universal Blvd, Orlando, FL 32819
Phone: (407) 996-5865 On-Site Support: (407) 996-2589 Fax: (407) 996-5866 Email: ConventionTechnologySales@MTG-FL.com

TECHNOLOGY
TERMS AND CONDITIONS
LIMITATION OF LIABILITY

EXCEPT FOR CLAIMS FOR PHYSICAL INJURY TO PERSONS, MILLENNIUM TECHNOLOGY GROUP (MTG) AND ITS SUPPLIERS OR SUBCONTRACTORS WILL NOT BE LIABLE FOR ANY SPECIAL, OR CONSEQUENTIAL DAMAGES OR FOR LOSS, DAMAGE OR EXPENSE DIRECTLY OR INDIRECTLY ARISING FROM CUSTOMER'S USE OR INABILITY TO USE THE SYSTEM EITHER SEPARATELY OR IN COMBINATION WITH OTHER EQUIPMENT OR SOFTWARE OR FOR COMMERCIAL LOSS OF ANY KIND (INCLUDING LOSS OF BUSINESS PROFITS) BASED UPON BREACH OF WARRANTY, BREACH OF CONTRACT, NEGLIGENCE, STRICT TORT OR ANY OTHER LEGAL THEORY WHETHER OR NOT MTG OR ITS SUPPLIERS OR ITS SUBCONTRACTORS HAVE BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGE OR LOSS. IN NO EVENT SHALL LIABILITY EXCEED A REFUND OF AMOUNTS ACTUALLY PAID TO MTG BY COMPANY FOR THEIR NETWORK ATTACHMENT.

NO WARRANTIES ARE MADE OTHER THAN PROVIDING YOU WITH OUR EQUIPMENT IN GOOD WORKING ORDER. YOU ACKNOWLEDGE THAT BOTH THE EQUIPMENT AND THE MANUFACTURERS OF SAID EQUIPMENT ARE ACCEPTABLE TO YOU. YOU FURTHER ACKNOWLEDGE THAT WE HAVE NOT MADE AND DO NOT MAKE ANY WARRANTY EITHER EXPRESSED OR IMPLIED INCLUDING BUT NOT LIMITED TO: A) THE FITNESS OR DESIGN OF THE EQUIPMENT; B) THE MERCHANTABILITY OF THE EQUIPMENT OR IT'S FITNESS FOR ANY PARTICULAR PURPOSE; C) ANY PATENT, COPYRIGHTS OR TRADE SECRET INFRINGEMENTS AND D) THE COMPLIANCE OF THE EQUIPMENT WITH ANY REQUIREMENTS OF LAW, RULES, SPECIFICATIONS OR CONTRACT.

1. **CONDITION FOR PROCESSING SERVICE CONTRACT/ON-TIME INSTALLATION:** (a) Payment for service must accompany contract. (b) Incomplete contract forms will delay processing, please provide all information requested. (c) Booth number(s) must be identified on face of form. (d) Complete Floor Plan itemizing location of connections in booth must be designated on form or customer provided diagram(s) 3 days before move-in date (g) Orders /changes received on day of show move-in will be worked after other orders are complete.
2. **TERM:** The rental shall commence on the day the equipment/services are delivered to you and shall continue until the equipment/services are returned, complete and in good working order.
3. **TITLE:** You acknowledge that the equipment/services rented by you belongs to us and that you cannot sell, pledge, mortgage or otherwise dispose of the equipment
4. **LOCATION:** The equipment shall be kept at the location you have provided us and may not be moved or relocated without our prior written permission. In the event of loss, you agree to promptly reimburse us for the replacement cost of such equipment and claims for all losses and injuries caused by such equipment.
5. **USAGE:** You may use our equipment, but you may not abuse it. In particular, you must provide a suitable location, including appropriate electrical power, for our equipment and comply with the manufacturer's operating instructions. If any software is supplied with the property, you agree to be bound by all applicable licenses and copyright laws and, with regard to Microsoft products, you further acknowledge that use of the Microsoft software accompanying our equipment is governed by Microsoft's End User License Agreement attached hereto.
6. **USE OF NETWORK CONNECTIONS:** a) The network attachment to be provided by MTG may be used only by the employees of the company, its agents and consultants while performing service for the company and will not be resold or distributed to other companies. The services being provided by MTG will facilitate communications between the Company's authorized users and the entities reachable through the national Internet. Users of MTG services shall use reasonable efforts to promote efficient use of the networks to minimize, and avoid if possible, unnecessary network traffic and interference with the work of other users of the interconnected networks. b) Users of MTG services shall not disrupt any of the MTG or other associated networks in part or as a whole. MTG services shall not be used to transmit any communication where the meaning of the message, or it's transmit distribution, would violate any applicable law or regulation or would likely be highly offensive to the recipient or recipients thereof. c) All devices for which MTG directly or indirectly provides Internet/Network connectivity must pay a connection charge or purchase a MTG assigned IP address. d) The choice of Internet Service Provider (ISP) is at the sole discretion of MTG e) MTG is the exclusive provider of all wired and wireless data services. f) Wired/Wireless Devices not authorized by MTG are strictly prohibited. Anyone wishing to showcase wireless products must contact MTG three weeks in advance of their show to investigate the potential of MTG engineering a customized cohesive network operating without interference g) Rates listed include a single IP address via DHCP, bringing the service to the booth in the most convenient manner and does not include computer equipment, NIC card, TCP/IP software or power to the booth.
7. **REPAIRS:** During the term of rental, we are responsible for the maintenance of our equipment resulting from every day wear and tear. If the equipment malfunctions, you must notify us immediately and we will, at our discretion, repair or replace the defective equipment in a timely manner. If the equipment is damaged in any manner you will be responsible for all costs, including but not limited to service fees, repair fees, or full replacement costs.
8. **CREDIT APPROVAL:** We are not obliged to deliver the equipment unless and until your credit is approved by us.
9. **PAYMENT:** Payment & Order forms must be received no later than 14 days prior to the first day of the event to avoid Pre-Order Penalty Fee of \$100. If ordering on site or after event move-in has started there is a \$150 On Site Order Fee that will be applied. Pricing listed on this contract does not include Federal, State, Local or other Taxes. Taxes/Tax surcharges will be included in your final bill. Checks must be received a minimum of ten days prior to the first day of service.
10. **LATE CHARGES:** If any payments have not been made by the conclusion of the event, we may impose a late charge of 1.5% per month.
11. **WIRELESS SPECIFIC:** The use of any wireless device that interferes with the facility wireless data frequency is prohibited.
12. **INTERNET PERFORMANCE DISCLAIMER:** MTG does not guarantee the performance, routing, or throughput, either expressed or implied, of any data connectivity with regards to the Internet and/or Internet backbones beyond any facility we service.
13. **INTERNET SECURITY DISCLAIMER:** MTG does not provide security, such as but not limited to firewalls etc. for any data connection(s) we provide. It is the sole responsibility of the exhibitor or customer to provide any necessary security. With execution of this document the Customer is agreeing to the Terms and Conditions of this document and will hold MTG; its agents and contracts harmless for any and all liabilities arising from the use of non-secured data circuits.
14. **VIRUS PROTECTION REQUIREMENT – WARNING –** MTG requires that all devices directly or indirectly accessing MTG's Network have the latest virus scan software, windows security updates, system patches, and any other technological precautions necessary to protect yourself and others from viruses, malicious programs and other disruptive applications. Any device, which adversely impacts MTG's Network, will be disconnected from the network with or without prior notice at MTG's discretion. The device(s) in question will remain disconnected from the network until all issues are adequately resolved. Additional charges may apply for trouble diagnosis and/or problem resolution.
15. **RENEWALS AND RATE CHANGES:** The rental will automatically be renewed for successive rental periods following the initial rental term. However, we reserve the right to adjust our rate provided we have given you written notice of such changes prior to the pricing change becoming effective.
16. **CANCELLATIONS & ADJUSTMENTS:** No adjustments to invoices will be made after the close of the Event. Claims will not be considered unless filed in writing by Exhibitor/Client prior to close of Show/Event. All orders cancelled within 72 hours of the first day to the Event whether it be by the Exhibitor, due to the cancellation of an Event or their non-participation, will be charged a cancellation fees equal to 50% - 100% of the total order, based on the status of move-in, work performed and/or MTG set-up costs or expenses. Some broadband services and special circuits cannot be cancelled once ordered and will incur full charges listed /quoted. Credit will not be given for service installed and not used.
17. **GENERAL PROVISIONS:** a) This contract is the entire agreement between you and MTG and cannot be changed except in writing and signed by both parties. b) The laws of the State of Florida shall govern this Agreement between you and MTG. c) Although you do not have the right to assign this Agreement, we do. If we exercise this right, we may direct you to make all future payments to another party at their address. d) You hereby waive trial by jury in any action or proceeding pertaining to this Rental Agreement. e) Paragraph headings are for convenience only.