



**33<sup>rd</sup> Biennial Western Coatings Societies Symposium & Show**  
**October 15-18, 2017**  
**PARIS Las Vegas Conference Center**  
**Las Vegas, Nevada**

Dear Exhibitor,

On behalf of the Western Coatings Symposium Board, I would like to thank you for participating in the 33<sup>rd</sup> Biennial Western Coatings Symposium and supporting the paint and coatings industry on the west coast. We, on the WCS board, are dedicated to making sure you have a successful and productive show. To make your show experience even more successful, we have put together a quick reference guide, as well as a portfolio of services, that you may want to take advantage of. You will find information on these services on the following pages.

When designing your Table Top for the show, please consider these guidelines:

- All exhibits should be confined to the tabletop(s) - width, depth and height (not exceeding the backdrop height) of the exhibit space(s).
- Stand-alone exhibits, placed either on the tabletop OR separate from the tabletop OR in lieu of a tabletop, are permitted as long as they do not exceed the width, depth and height (of the backdrop) and do not impede traffic in the aisle.
- A maximum of two tables, or tabletop spaces, may be combined regardless of how many tabletop spaces are purchased.
- All exceptions to these basic rules must be brought to the attention of the WCS Committee for review and approval.

**Additionally we ask that exhibitors not plan off-site attendee events during symposium hours.**

These guidelines have been imposed to maintain fairness and balance for all exhibitors, and to provide cost-effective exhibit space. We look forward to seeing you at the 33<sup>rd</sup> Biennial Western Coatings Symposium and Show.

If you have any questions or need assistance with any of your arrangements, don't hesitate to contact me or the Western Coatings office at 714-974-4511.

Sincerely,  
Bev Spears  
Public/Member Relations  
Western Coatings Symposium Board  
bspears@dorjackinc.com  
206-714-7773

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## **33rd Biennial Western Coatings Symposium 2017**

### **Show at a Glance**

#### **Show Details**

**Where:** Paris Hotel, Las Vegas, Nevada  
**When:** October 15-18, 2017

#### **Lodging**

We have incredible room rates reserved at BOTH the Paris Hotel AND Ballys! You must book before September 22 to take advantage of these rates. While supply lasts! Our code for room reservations is SPWES7.

**Paris:** \$169 and up (if booked before September 22)  
**Ballys:** \$125 and up (if booked before September 22)

To book, follow the link on the WCS website ([www.westerncoatings.org](http://www.westerncoatings.org)), or call:

**Paris Reservations:** 877-603-4389  
**Ballys Reservations:** 800-358-8777

#### **In-Room Food and Beverage**

When ordering catering for in-room events, contact Christian Staples to place your order. Please mention you are with the Western Coatings Show (WCS). Christian Staples can be reached at 702-946-4745, [cstaples@caesars.com](mailto:cstaples@caesars.com).

#### **Badge Pick-up/Registration**

Badge pick-up/registration is located across from Champagne 1 at the Convention Center, Paris Hotel. You can pick up your badge as early as 12:00 pm, October 15. If you are an attendee and have not yet registered, you can register at an early bird reduced rate until July 31.

**Where:** Across from Champagne 1, Convention Center, Paris Hotel  
**When:** October 15, 12:00 pm - 6:00 pm  
October 16, 7:30 am - 6:00 pm  
October 17, 7:30 am - 6:00 pm  
October 18, 7:30 am - 2:00 pm

#### **Opening Event / Welcome Reception**

For our 33<sup>rd</sup> WCS, we planned the most extravagant welcome reception yet. Arrive hungry and ready to party because the menu is incredible and we booked top entertainment! The reception will be located in Drai's Beachclub/Nightclub at the Cromwell Hotel Rooftop. Drai's is a vibrant indoor/outdoor venue located 11 stories above the Strip. Experience the phenomenal atmosphere, excellent food, stunning views. Reception hours are 6:00 pm-9:00 pm on October 15.

**Where:** Drai's Beachclub/Nightclub, Cromwell Hotel Rooftop  
**When:** October 15, 6:00 pm - 9:00 pm

#### **Samson Adler Award Presentations**

##### **2016 Award**

**Where:** Champagne 3/4, Paris Hotel  
**When:** October 16, 8:30 am - 8:45 am

##### **2017 Award**

**Where:** Champagne 3/4, Paris Hotel  
**When:** October 17, 8:30 am - 8:45 am

### **Key Note Speakers**

**Where:** Champagne 3/4, Paris Hotel

**Speaker:** John Gilbert

**Topic:** The Ever-Changing World of Architectural Coatings

**When:** October 16, 8:45 am - 9:30 am

**Where:** Champagne 3/4, Paris Hotel

**Speaker:** James Ray

**Topic:** Working Smarter...to Optimize the Bottom Line

**When:** October 17, 8:45 am - 9:30 am

### **Panel Discussions**

**Where:** Champagne 3/4, Paris Hotel

**Topic:** Creating Opportunities by Game-Changing Transformation in an Increasingly Competitive World

**When:** October 16, 1:45 pm - 2:45 pm

**Where:** Champagne 3/4, Paris Hotel

**Topic:** Academic Research Presentations

**When:** October 17, 1:45 pm - 2:45 pm

### **Exhibition Floor Hours**

For your enjoyment while meeting with customers and exhibitors, we have an incredible buffet style menu planned during lunchtime exhibit floor hours. During the evening exhibit floor hours; appetizers/dinner buffet and cash bar will be available. **We ask that exhibitors not schedule attendee events during these hours.**

**Where:** CONCORDE B & C, RIVOLI A/B/C, Paris Hotel

**Dates:** October 16 11:30 am - 1:40 pm with Lunch Buffet

4:35 pm - 6:45 pm with Appetizers/Dinner Buffet and Cash Bar

October 17 11:30 am - 1:30 pm with Lunch Buffet

4:35 pm - 6:45 pm with Appetizers/Dinner Buffet and Cash Bar

### **Technical Presentations**

Check the WCS website ([www.westerncoatings.org](http://www.westerncoatings.org)) for speaker details.

**Where:** Champagne Rooms 1, 2, 3/4, Versailles 1/2, 3/4, Paris Hotel

**Dates:** October 16 9:40 am - 11:20 am

2:50 pm - 4:30 pm

October 17 9:40 am - 11:20 am

2:50 pm - 4:30 pm

October 18 9:00 am - 4:15 pm

### **Allnex Internet Lounge**

**Where:** Napoleon Room

Monday, Oct. 16 7:00 am - 3:00 pm

Tuesday, Oct. 17 7:00 am - 3:00 pm

Wednesday, Oct. 18 7:00 am - 12:00 pm



## HELPFUL PHONE NUMBERS

### **Western Coatings Symposium**

Main Contact Number: 714-974-4511

Email: [contact@westerncoatings.org](mailto:contact@westerncoatings.org)

### **Western Coatings Symposium Board Member in charge of Public/Member Relations**

Bev Spears

Phone: 206-714-7773

Email: [bspears@dorjackinc.com](mailto:bspears@dorjackinc.com)

### **Hotel Reservations**

Paris: 877-603-4389

Ballys: 800-358-8777

### **Catering & Convention Services Manager - Caesars Entertainment**

Jennifer Black

Phone: 702-866-1174

Email: [JBlack1@lvrio.harrahs.com](mailto:JBlack1@lvrio.harrahs.com)

### **Bartizan iLeads**

Phone: 800-899-2278

Email: [customerservice@bartizan.com](mailto:customerservice@bartizan.com)

### **AudioVisual**

Encore Event Technologies

702-946-4154 | 702-947-4452 fax

Email: [ballys@encore-us.com](mailto:ballys@encore-us.com)

### **Electrical, I&T**

Encore Productions

702-967-4916 | 702-967-4901 fax

Email: [services@encore-us.com](mailto:services@encore-us.com)

### **Freeman Services**

Frank Obando

702-579-1505 main | 702-491-2280 cell

Email: [Frank.Obando@freemanco.com](mailto:Frank.Obando@freemanco.com)

### **Booth Lighting Services**

702-967-4916 | 702-967-4901 fax

Email: [services@encore-us.com](mailto:services@encore-us.com)

### **National Plant & Floral, Inc.**

702-956-8011

Email: [exhibitorservice@nationalplantfloral.com](mailto:exhibitorservice@nationalplantfloral.com)

### **Christie's Photographic Studios**

702-638-2711

Email: [photos@christiesphotographic.com](mailto:photos@christiesphotographic.com)

### **In-Room Food and Beverage**

Christian Staples

702-946-4745

Email: [cstaples@caesars.com](mailto:cstaples@caesars.com)

## Schedule at a Glance

Sunday October 15, 2017	
Registration	12:00 pm - 6:00 pm
Welcome Reception	6:00 pm - 9:00 pm
Monday October 16, 2017	
Registration	7:30 am - 6:00 pm
Welcome Remarks and Samson Adler 2016	8:25 am - 8:45 am
Keynote Speaker	8:45 am - 9:30 am
Break	9:30 am - 9:40 am
Technical Sessions	9:40 am - 11:20 am
Exhibits / Lunch Buffet	11:30 am - 1:40 pm
Student Posters	11:30 am - 1:40 pm
Panel Discussion	1:45 pm - 2:45 pm
Technical Sessions	2:50 pm - 4:30 pm
Exhibits / Dinner Reception	4:35 pm - 6:45 pm
Student Posters	4:35 pm - 6:45 pm
Tuesday October 17, 2017	
Registration	7:30 am - 6:00 pm
Samson Adler 2017	8:30 am - 8:45 am
Keynote Speaker	8:45 am - 9:30 am
Break	9:30 am - 9:40 am
Technical Sessions	9:40 am - 11:20 am
Exhibits / Lunch Buffet	11:30 am - 1:40 pm
Student Posters	11:30 am - 1:40 pm
Academic Research Presentations	1:45 pm - 2:45 pm
Technical Sessions	2:50 pm - 4:30 pm
Exhibits / Dinner Reception	4:35 pm - 6:45 pm
Student Posters	4:35 pm - 6:45 pm
Wednesday October 18, 2017	
Registration	7:30 am - 2:00 pm
Technical Sessions	9:00 am - 11:15 am
Lunch Break (on your own)	11:15 am - 12:30 pm
Technical Sessions	12:35 pm - 4:15 pm

33rd Western Coatings Symposium and Show

# Welcome Reception

Sunday, October 15, 2017

6:00 p.m. - 9:00 p.m.



Cromwell Hotel Rooftop  
3595 S. Las Vegas Blvd., Las Vegas, Nevada 89109



Our must-attend event gets bigger and better every year. Come enjoy the company of your colleagues while spoiling yourself with the hors d'œuvre, dinner buffet, beverages (first two drinks are complimentary) and entertainment.

We are thrilled to be holding our event at Drai's, a vibrant indoor/outdoor venue located 11 stories above the Strip. Experience the phenomenal atmosphere, excellent food, and stunning views. A must see Vegas hotspot!

All WCS attendees, exhibitors and speakers over the age of 21 are welcome to attend!

**Don't miss out on this opportunity to network  
with old friends and new acquaintances!**

**Sponsored by**



## Modernize Your Booth Marketing

### iLeads Cloud-Based Lead Retrieval

#### What is the iLeads App?

*Improve Your Show Efficiency and Close More Deals Faster*

The award winning iLeads is the first and most widely used exhibitor lead management app. Capture leads by typing Badge ID # or scan the barcode when available.

#### Supported devices:

- ✓ iPod touch®, iPhone®, iPad®  
(Minimum Operating System required is 9.0 or higher)
- ✓ Android™ Smartphone, tablet or Android based Kindle  
(Minimum Operating System required is 4.2.X)



- ✓ Contact Management.
- ✓ Works Offline
- ✓ Capture sales leads anywhere, any time.
- ✓ Customizable. Add action items and notes to leads.
- ✓ Follow up instantly by tapping attendee's telephone # or email address
- ✓ Live Reporting. Run real-time lead analysis reports.
- ✓ Backed up and synched on a secure website.

## Marketing Extras, included, no extra charge

- **Attendee Notification**

Bartizan e-mails each attendee with an interactive list of the booths they visited.

Lets attendees follow up on you.

- **Lead Management Software**

Using LeadsLightning, track the attendees who stopped by your booth. View, sort, print and download leads.

Identify best leads by filtering and prioritizing.

Access anywhere, anytime up to 12 months after the show.

- **Exhibitor Education**

Free Exhibitor Marketing Toolkit, guidelines, e-mail templates, check lists and more.

# 33<sup>rd</sup> Biennial Western Coatings Symposium

Paris Las Vegas Hotel & Convention Center  
Las Vegas, NV

October 15-18, 2017



Order Online: <http://shop.bartizan.com/WCS.html>

Fax Order: 914-965-7746

## Mobile Lead Management Packages



### All Lead App Packages Include:

- ✓ iLeads App Data Licenses for Your Booth
- ✓ Exhibitor Education: Free Exhibitor Marketing Toolkit, guidelines, e-mail templates, check lists and more.
- ✓ Attendee Notification: E-mail with the list of booths visited.

### Lead Retrieval Options

Capture leads by typing Badge ID # or scan the Barcode when available by using your own device.

#### **Booth Price Packages:**

1 License: .....

2 Licenses: .....

Additional Licenses available after 2<sup>nd</sup> license for \$50.00 per license

QTY	ORDER BY	ORDER BY	ONSITE	TOTAL
	9/15/2017	9/29/17		

\$219.00

\$229.00

\$239.00

\$319.00

\$329.00

\$339.00

☐

iPod touch® Rental: Includes iLeads lead retrieval app pre-loaded.

☐

\$319.00

\$329.00

N/A

iPad® Rental: Includes iLeads lead retrieval app pre-loaded.

☐

\$419.00

\$429.00

N/A

Company Name \_\_\_\_\_



GRAND TOTAL

\_\_\_\_\_

**Please Note:** Upon placing this order you agree to the full Terms & Conditions on the attached document.

All attendees will receive an email a few days after the show containing a list of booths that they visited, extending your reach after the show. To make the most of this free listing please click the link in the email you will receive to provide your info. Without your complete company contact information, the list sent to attendees will contain only your name and booth number.

# 33<sup>rd</sup> Biennial Western Coatings Symposium

Paris Las Vegas Hotel & Convention Center  
Las Vegas, NV  
October 15-18, 2017



## CONTACT INFORMATION

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

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

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_ COUNTRY: \_\_\_\_\_

PHONE#: \_\_\_\_\_ FAX #: \_\_\_\_\_

ORDER CONTACT: \_\_\_\_\_ EMAIL: \_\_\_\_\_

ONSITE CONTACT: \_\_\_\_\_ CELL #: \_\_\_\_\_

### iLeads Only:

Please provide First Name, Last Name and Email address of person to receive the Event Access Code.

Recipient will also receive the User Name & Password to access your company's leads on LeadsLightning.

**Name:**

\_\_\_\_\_

**Email:**

\_\_\_\_\_

### ORDER ONLINE:

<http://shop.bartizan.com/WCS.html>

#### Mail Checks to:

Bartizan Connects,  
Attn: Customer Service  
P.O. Box 327  
Jefferson Valley, NY 10535

Phone: 800.899.2278      Order by Fax: 914-965-7746

**Please Note:** Upon placing this order you agree to the full Terms & Conditions listed below. For those exhibitors who choose to rent an iPod touch® or iPad® please return device to Bartizan Connects within 4 business days using the FedEx label provided.

#### My Tradeshow Connections:

All attendees will receive an email a few days after the show containing a list of booths that they visited, extending your reach after the show. To make the most of this free listing please click on the link you will receive by email to provide your info online. Without your complete company contact information, the list sent to attendees will contain only your name and booth number.

## TERMS AND CONDITIONS

1. Cancellations made 7 or more days prior to the event are subject to a \$50.00 cancellation fee. Cancellations made less than 7 days prior to the event will result in forfeiture of the entire rental fee.
2. Limitation of Liability: Bartizan bears no responsibility for any consequential damages suffered by the exhibitor. Its liability is limited to the cost of the goods and services it provides. Bartizan is not responsible for events beyond its control such as power failures, erratic electrical power, exhibitor's failure to comply with instructions or force majeure.
3. It is the Exhibitors responsibility to ensure that the device they use at the show meets the minimum requirements to run the iLeads app. Exhibitor is responsible for returning the rental device to Bartizan Connects within 4 business days using the FedEx label provided.
4. Replacement cost for lost equipment: iPod Touch®: \$300.00. iPad®: \$650.00

## PAYMENT



Check# \_\_\_\_\_

Cardholder Name

Authorized Signature

(Card holder & signature represents above company and authorizes this credit card to be used as payment for this contract)

Card Number

Expiration Date

Security Code



## SERVICE INFORMATION

### BOOTH EQUIPMENT

Each 6' x 8' booth will be set with 8' high black back drape, 3' high black side dividers, one 6' black draped table, two side chairs, one wastebasket. Booths 300 sqft or less will receive a 7" x 44" one-line identification sign. Booths larger than 300 sqft may receive a 7" x 44" one-line identification sign upon request.

Each 8' x 10' booth will be set with 8' high black back drape, 3' high black side dividers, one 8' black draped table, two side chairs, one wastebasket. Booths 300 sqft or less will receive a 7" x 44" one-line identification sign. Booths larger than 300 sqft may receive a 7" x 44" one-line identification sign upon request.

Each 10' x 16' booth will be set with 8' high black back drape, 3' high black side dividers, two 8' black draped table, two side chairs, one wastebasket. Booths 300 sqft or less will receive a 7" x 44" one-line identification sign. Booths larger than 300 sqft may receive a 7" x 44" one-line identification sign upon request.

### EXHIBIT HALL CARPET

The booths and exhibit areas are carpeted with the existing hotel carpet. To enhance the appearance of your booth, rental carpet is available through Freeman. Please refer to the Carpet Brochure and Order Form in this service manual.

Please note: Carpet ordered from Freeman will be installed on top of the existing hotel carpet.

### DISCOUNT PRICE DEADLINE DATE

Order early to take advantage of advance order discount rates. Place your order by **SEPTEMBER 25, 2017.**

## SHOW SCHEDULE

### EXHIBITOR MOVE-IN

For more information and helpful hints on preshow procedures and move-in, please go to [www.freeman.com/FAQPreshow](http://www.freeman.com/FAQPreshow).

Sunday	October 15, 2017	2:00 p.m. - 6:00 p.m.
Monday	October 16, 2017	7:00 a.m. - 10:00 a.m.

All exhibits must be fully installed by **Monday, October 16, 2017 at 10:00 a.m.**

### EXHIBIT HOURS

Monday	October 16, 2017	11:30 a.m. - 1:30 p.m.	4:30 p.m. - 6:30 p.m.
Tuesday	October 17, 2017	11:30 a.m. - 1:30 p.m.	4:30 p.m. - 6:45 p.m.

### EXHIBITOR MOVE-OUT

For more information and helpful hints on postshow procedures and move-out, please go to [www.freeman.com/FAQPostshow](http://www.freeman.com/FAQPostshow).

Tuesday	October 17, 2017	6:45 p.m. - 9:00 p.m.
Wednesday	October 18, 2017	8:00 a.m. - 12:00 p.m.

**PLEASE NOTE: Overtime charges for labor and material handling will apply Monday through Friday from 5:00 p.m. to 8:00 a.m. and all day on Saturday, Sunday and Holidays. Please refer to the appropriate order form(s) for rates.**

### DISMANTLE AND MOVE-OUT INFORMATION

- Freeman will begin returning empty containers at the close of the show.
- All exhibitor materials must be removed from the exhibit facility by **Wednesday, October 18, 2017 at 12:00 p.m.** Any materials remaining in the facility will be re-routed via Freeman's choice or returned to warehouse to await disposition at exhibitor's expense.
- To ensure all exhibitor materials are removed from the exhibit facility by the Exhibitor move-out deadline, please have all carriers check-in by **Wednesday, October 18, 2017 at 8:00 a.m.**

## POST SHOW PAPERWORK AND LABELS

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

## BOOTH ABANDONMENT

Excessive booth materials and/or literature left in the booth at the end of published exhibitor move-out that is not labeled for outbound shipment will be considered abandoned and deemed as trash. The exhibitor will be charged for the removal and disposal of these items. Charges may include Installation & Dismantle Labor, Forklift / Rigging Labor, and/or Dumpster Fee.

## FREEMANONLINE®

Take advantage of discount pricing by ordering online at [www.freeman.com](http://www.freeman.com) by **SEPTEMBER 25, 2017**. Using the enhanced FreemanOnline, you will enjoy easy access to added features and functions as well as the high caliber of Freeman services you've come to expect - **before, during and after** your show. Additionally, you can now access FreemanOnline from any device - **desktop, laptop, or tablet** via our new **FreemanOnline Mobile App**.

To place online orders, you will be required to login with your unique Username and Password. If this is your first time to use FreemanOnline, click on the "Create an Account" link. To access FreemanOnline without using the email link, visit [www.freeman.com](http://www.freeman.com). You can also download and use the FOL Mobile App from the Apple or Android store, or here: <http://folmobile.freemanco.com>. A mobile web version of the FreemanOnline Mobile App is available to extend mobile use for those users that do not have an Apple or Android device or who do not want to download the Mobile App.

If you need assistance with FreemanOnline, please call our Customer Support Center at (888) 508-5054 Toll Free US and Canada or +1(512) 982-4186 Local and International.

## SHIPPING INFORMATION

Warehouse shipping address:

Exhibiting Company Name / Booth # \_\_\_\_\_  
**Western Coatings Symposium 2017**  
 C/O FREEMAN  
 6675 W Sunset Rd  
 Las Vegas, NV 89118

FREEMAN will accept crated, boxed or skidded materials beginning **SEPTEMBER 18, 2017** at the above address. Materials arriving after **OCTOBER 10, 2017** will be received at the warehouse with an additional after deadline charge. Warehouse freight will be delivered prior to exhibitor set up. If warehouse freight has to be moved in on a weekend in order to be in the exhibitors booth for move-in day, an overtime charge may apply. Warehouse receiving hours are 8:00 a.m. - 3:30 p.m., Monday-Friday. If required, provide your carrier with this phone number: (702) 579-1700.

Showsite shipping address:

Exhibiting Company Name / Booth # \_\_\_\_\_  
**Western Coatings Symposium 2017**  
 C/O FREEMAN  
 Paris Las Vegas Casino Resort  
 3655 Las Vegas Blvd So  
 Las Vegas, NV 89109

FREEMAN will receive shipments at the exhibit facility beginning **OCTOBER 15, 2017**. Shipments arriving before this date may be refused by the facility. Any charges incurred for early freight accepted by the facility will be the responsibility of the exhibitor. If required, provide your carrier with this phone number: (702) 579-1700.

**Please Note: Overtime rates will apply on all shipments, inbound/outbound, between 5:00 p.m. - 8:00 a.m., Monday - Friday; ALL DAY on Saturdays, Sundays and Holidays.**

***This show will be marshalled. Please see marshalling yard map in this service manual.***

**Please note:** All items and materials that must be brought into the facility may be subject to Material Handling Charges and are the responsibility of the Exhibitor. This also applies to items not ordered through the Official Show Vendors

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



## SERVICE CONTRACTOR CONTACTS/INFORMATION:

FREEMAN  
6555 West Sunset Road  
Las Vegas, Nevada 89118  
Ph: (702) 579-1700 Fax: (469) 621-5604  
FreemanLasVegasES@freeman.com

FREEMAN EXHIBIT TRANSPORTATION  
(800) 995-3579 US & Canada  
+1 (512) 982-4187 Outside the US  
+1 (817) 607-5183 International Shipping Services  
(469) 621-5810 Fax  
exhibit.transportation@freeman.com

### SERVICE CENTER HOURS

We will have staff available at the Freeman Services Center as follows:

Sunday	October 15, 2017	2:00 p.m.	-	6:00 p.m.
Monday	October 16, 2017	7:00 a.m.	-	12:00 p.m.
Tuesday	October 17, 2017	4:00 p.m.	-	8:00 p.m.
Wednesday	October 18, 2017	8:00 a.m.	-	12:00 p.m.

### LABOR INFORMATION

Booth Installation & Dismantle: If utilizing Freeman labor, please refer to the Installation & Dismantle order form to place your order for display labor. Straight Time and Overtime hours are also listed on the order form. Exhibitors supervising Freeman labor will need to pick up and release their labor at the Freeman Service Desk.

### ASSISTANCE

We want you to have a successful show. If we can be of assistance, please call our Exhibitor Services Department at (702) 579-1700.

WE APPRECIATE YOUR BUSINESS.

## FREEMAN GENERAL INFORMATION

### TRANSLATION SERVICE

Freeman is pleased to offer a new service for our international exhibitors that provides quick interpretation and translation in 150 languages. This service will not only interpret for us on a three-way conversation, but also translate emails from customers. To access this service you may contact Freeman Las Vegas Exhibitor Services at (702) 579-1700 or Freeman's Customer Support Center at (888) 508-5054 Toll Free US & Canada or +1(512) 607-5000 Local & International.

### HELPFUL HINTS

#### SAVE MONEY

Order early to take advantage of advance order discount rates, place your order by **SEPTEMBER 25, 2017**.

#### AVOID DELAY

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

#### SAFETY TIPS

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

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

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

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

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

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

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

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

#### EXHIBITOR ASSISTANCE

For more information and helpful hints on preshow procedures and move-in, please go to [www.freeman.com/FAQPreshow](http://www.freeman.com/FAQPreshow).

For more information and helpful hints on postshow procedures and move-out, please go to [www.freeman.com/FAQPostshow](http://www.freeman.com/FAQPostshow).

Call Freeman's Exhibitor Services department at (702) 579-1700 with any questions or needs you may have.



## REDUCING YOUR FOOTPRINT

Freeman actively engages in green practices within day-to-day operations and is committed to producing events in the most environmentally friendly way possible. Freeman has collaborated with a number of customers to make their events greener and is dedicated to broadening this effort.

### Green Tips for Exhibitors

Interested in going Green and saving money with your exhibit booth? Follow these tips to assist you in making your sustainable booth strategies at least cost-neutral, and possibly cost-saving!

#### Supplies and Ordering

- Order exhibit supplies early and utilize online ordering systems to eliminate paper waste.
- Consider renting a booth from Freeman or buying materials locally, preventing shipping cost and lowering emissions.
- Rent Freeman Classic Carpet which contains recycled content and is also recyclable.
- Provide giveaways made of recycled, responsibly grown natural fiber, nontoxic and biodegradable materials. Ensure giveaways are useful, not merely promotional in nature. Electronic Giveaways are smart and trendy, like a USB storage drive with your content already loaded.

#### Printing, Recycling and Waste Management

- Encourage less printing and provide more information digitally when it comes to booth literature, fulfilling requests via email and website referrals.
- If you need to print, use a local printer in the city where the show will be held and choose paper that contains at least 50% post-consumer recycled content.
- Ask Freeman about new paper-based signage materials that are comparably priced to plastic. There are good alternatives to foam core and PVC which are not as easily recyclable.
- Participate in the exhibit donation program by providing materials that are eligible for donation to local charities, such as pens, bags and notepads.

#### Shipping and Transportation

- If you must ship materials, planning out your booth in a timely way to meet shipping deadlines can also help maximize consolidation and cost-savings.
- Choose a SmartWay™-certified hauler at no additional cost to ensure your transportation company is practicing sustainable shipping.
- Set a goal to leave no trace behind by shipping out all booth properties and packing materials and donating extra giveaways thereby minimizing any waste for the show.
- If you are attending another trade show that many of your fellow exhibitors are also participating in, ask your General Service Contractor or Show Management to set up a caravan service to save on fuel emissions—and cost of transportation.

#### Personnel and Best Practices

- Take advantage of local or regional representatives to staff your booth, rather than bringing staff from far away offices, reducing travel cost.
- Bring Green as part of your company message providing recycling bins in your booth and information on what you have done to exhibit in a sustainable way.

These steps can help as we all strive to make smarter and more environmentally sound decisions. For more information on the Freeman Sustainability Initiative, contact [goinggreen@freemanco.com](mailto:goinggreen@freemanco.com).



## **EXHIBITOR AND OFFICIAL SERVICES CONTRACTOR INFORMATION**

Show Management has selected Freeman to be the Official Services Contractor for your upcoming show. As the Official Services Contractor, Freeman has the responsibility for material handling and booth cleaning services. We hope this document will assist you in planning for your upcoming event.

To help you understand the Official Services Contractor responsibilities, we ask that you read and observe the following to aid in a smooth and efficient move-in and move-out of the trade show

Freeman requests that exhibitors do not tip its employees by giving money, merchandise or other special consideration for services rendered. Exhibitors should not give coffee breaks other than mid-morning and mid-afternoon when employees have a fifteen minute paid break. Any attempts to solicit a gratuity by an employee for any service should be reported immediately to a supervisor of Freeman. Freeman employees are paid an excellent wage and tipping is not an accepted company policy.

Freeman craftsmen at all levels are instructed to refrain from expressing any disputes or directly challenging the practices of any exhibitor. All questions arising with regard to the jurisdiction or practices must be directed to a FREEMAN management representative.

### **PER SHOW MANAGEMENT**

<b><u>TASK</u></b>	<b><u>EXHIBITORS MAY</u></b>	<b><u>FREEMAN RESPONSIBILITIES</u></b>
<b>Material Handling</b>	<ul style="list-style-type: none"> <li>As an exhibitor you may "hand carry" material. Hand carry is defined as small items such as cartons and packages that an exhibitor is able to carry.</li> <li>Any mechanical assistance is limited to a small dolly.</li> <li>The assistance of any motorized device or pallet jack is not permitted.</li> <li>When exhibitors choose to "hand carry" they may not access designated material handling areas.</li> <li>Must use specific exhibitor hand carry areas or main entrance of the facility.</li> <li>In all other circumstances items should be considered material handling.</li> </ul> <p><b>In no circumstance is any exhibitor authorized to use Freeman material handling equipment for any purpose.</b></p>	<ul style="list-style-type: none"> <li>Freeman has been contracted to be the exclusive provider for material handling contract services as ordered by the exhibitor.</li> <li>Freeman has the responsibility to manage all freight docks and to schedule all vehicles into and out of all designated material handling areas for the show. This will assure the smooth, orderly and efficient move in and move out of the tradeshow.</li> <li>Freeman has the sole responsibility for loading and unloading all trucks, trailers, common and contract carriers at its facilities or designated material handling areas.</li> <li>Freeman is not responsible for any material it does not handle.</li> <li>For the convenience of all exhibitors on the show, order forms for material handling services are included in this service manual and are available on Freeman's website at <a href="http://www.freemanco.com/store">www.freemanco.com/store</a>.</li> </ul>
<b>Booth Cleaning and Porter Service</b>	<ul style="list-style-type: none"> <li>Clean and wipe down products and display merchandise and other parts of the exhibit.</li> <li>Exhibitor Appointed Contractors (EAC's) are not permitted to vacuum or utilize floor cleaning equipment on the show floor.</li> </ul>	<ul style="list-style-type: none"> <li>All booth vacuuming and porter service.</li> </ul>
<b>Booth Installation and Dismantle</b>	<ul style="list-style-type: none"> <li>As an Exhibitor you may choose to utilize your own personnel to set up and dismantle your exhibit.</li> <li>If full-time company personnel are utilized to set an exhibit, they should carry positive company identification, such as a medical identification card or payroll stub.</li> <li>You may hire Freeman to act as your Exhibitor Appointed Contractor (EAC) to perform this work.</li> <li>You may hire an Exhibitor Appointed Contractor (EAC) to perform this work.</li> <li>All EAC's must have the appropriate credentials submitted to Show Management and the facility.</li> </ul>	<ul style="list-style-type: none"> <li>When it comes to installation and dismantling of exhibits, no one does it better than Freeman. With more than 75 years of experience, our group of specialists are ready to assist you with all of your exhibit requests from beginning to end. Whether you choose to supervise or you need the assistance of a full-time Freeman employee, we can meet all your needs, from shipping and storage to emergency on-site repairs to basic installation and dismantling to support service coordination including electrical, furnishings and more. Freeman has the resources and the capabilities to help you have the most successful show experience possible.</li> <li>To secure Freeman labor, please utilize the labor forms enclosed. Skilled Freeman Labor is available to act as your EAC.</li> </ul>

# LAS VEGAS FIRE REGULATIONS

Please find below general guidelines for fire safety. Please refer to the Clark County's Fire Prevention website for Requirements and Permit Guidelines, Application Forms, Permit Fees, etc.

Clark County Fire Prevention Department:

<http://www.clarkcountynv.gov/building/fire-prevention/Pages/SpecialEvents.asp>

Clark County Temporary Operational Fire Permit:

<http://www.clarkcountynv.gov/building/Forms/TemporaryOperationalFirePermit.pdf>

Clark County Fire Permit by Inspection - Application:

<http://www.clarkcountynv.gov/building/Forms/PermitByInspectionApplication.pdf>

The following items are required to have a permit from the Clark County Fire Department:

- Display Vehicles
- Fire Systems for Covered Booths
  - (if they contain vehicles, open flame, hot works, or if they are over 1,000 sq. ft. that will be in place for more than seven show days)
- Tents and/or Canopies
- Temporary Membrane Structures
- Candles and Open Flames
- Flame Effects
- Temporary Outdoor Structures
- Compressed Gases, Cryogenic Fluids, Hot Works (welding operations)

For information specific to the Las Vegas Convention Center, please contact the LVCVA Convention Services Department at (702) 892-2915.

For information specific to the Mandalay Bay Convention Center, please contact their Exhibitor Services Department at (855) 408-1349.

For information specific to the Sands Expo Center, please contact Sands Customer Service at (702) 733-5070

**PLEASE NOTE: Failure to notify show management and/or apply for permit no later than three weeks prior to the move-in of an event could result in higher permit fees or non-admission of the item/service to the exhibit floor.**

- 1. In accordance with the Nevada Clean Indoor Air Act, smoking is prohibited in exhibit areas.**
- 2. All materials used in construction and decoration of an exhibit must be flame retardant.** Fabrics must be certified as flame retardant or a sample must be available for testing. Materials which cannot be treated to meet the requirements may not be used. NFPA 701 is the accepted standard.
- 3. All exits and exit aisles must be kept clear and unobstructed.** No furniture, signs, easels, chairs or displays may protrude into aisles unless shown on the Fire Marshal approved floor plan
- 4. Designated "No Freight" aisles must be maintained clear of crates and exhibit materials during move-in and move-out.** These aisles are required for emergency access throughout the hall and to expedite freight and empty crate moving.
- 5. All empty cartons or crates must be labeled and removed for storage or they will be removed as trash.** Crates are not to be used as exhibit supports.
- 6. All fire hose racks, fire extinguishers, strobe lights and emergency exits must be visible and accessible (3' clearance for hoses and extinguishers) at all times.** This includes fire protection equipment located within exhibits. Exits and exit signs must not be covered by drapes nor obscured from view by exhibit components.
- 7. Exhibitors who intend to display a vehicle within the confines of their exhibit booth must obtain a vehicle display permit from the Clark County Fire Marshal.** Vehicles on display must have fuel filler caps locked or sealed to prevent escape of vapors and to avoid tampering. Vehicles shall not be fueled or defueled within the building. Fuel in the tank shall not exceed 1/4 of the tank capacity or 5 gallons, whichever is less. Batteries must be disconnected. Auxiliary batteries not connected to engine starting system may be left connected. No leaks underneath vehicles. At least 36" clear access or aisles must be maintained around the vehicle. Vehicles must be a minimum of 20 feet from exit of door or exit pathway. External chargers are recommended for demonstration purposes.  
  
**Exception:** Permits are not required at the Las Vegas Convention Center; however, vehicles that use compressed gas are prohibited. At least one battery cable shall be removed from the batteries used to start the vehicle engine. Batteries used to power auxiliary equipment shall be permitted with prior approval from the LVCVA Safety Office.
- 8. Combustible materials must not be stored beneath display vehicles.** Space beneath vehicles must be clear and visible except for permitted electrical supplies.
- 9. Vehicles in building for unloading must not be left with engine idling.** Exhaust gases present extreme hazards to workers on catwalks. If engine cannot be shut down, vehicle must be removed from the building as quickly as possible.
- 10. No storage of any kind is allowed behind booths or near electrical service.** Materials for hand-outs must be limited to one day supply and stored neatly within the booth. Violators will be notified and if not removed by show opening, Official Service Contractor will remove and store at **EXHIBITOR'S EXPENSE.**

# LAS VEGAS FIRE REGULATIONS (continued)

11. **All 110 volt extension cords shall be three-wire (grounded), #14 or larger AWG, copper wire. All connections must be supported and secure.** Two wire, "Zip Cords" are not permitted other than factory installed appliance connectors; these may not exceed six (6) feet in length and must be UL approved.
12. **Cube tap adapters are prohibited (Uniform Fire Code 85.107). Multi-plug connectors must be UL approved with built-in overload protection.** Connectors must not be used to exceed their listed ampere rating.
13. **Electrical work under carpets or flooring must be installed by the official electrical service provider.** All cords must be flat, three conductor, #14 AWG or larger.
14. **All temporary wiring must be accessible and free from debris and storage materials.** Hard backed booths must have power supplies dropped within the booth.
15. **Flammable or combustible liquids are prohibited inside of buildings except as approved by the Office of Fire Protection and Safety.** Flammable thinners, solvents and paints, including aerosol cans are strictly prohibited within the building.
16. **Compressed gas cylinders, including LPG, are prohibited unless approved by the Office of Fire Protection and Safety.** Flammable gases, i.e.: butane, propane, natural gas, et al; are subject to prior approval. Non-flammable compressed gas cylinders must be secured in an upright position with gauges and regulator protected against physical damage.

**Exception:** Please contact the Las Vegas Convention Center for their specific guidelines.

17. **Certain halogen lamps have been banned at the Las Vegas Convention Center, Mandalay Bay Convention Center, Sands Expo Center, and Cashman Center.**

Halogen lamps at the Las Vegas Convention Center, Sands Expo Center and Cashman Center are limited to 75 watts and must be of the sealed variety, which prevents direct handling of the bulb.

Halogen lighting policy at Mandalay Bay Convention Center covers restrictions on stem mounted halogen lighting provided by display contractors and exhibitors for the temporary lighting of exhibit booths. The use of any stem mounted halogen or other fixtures employing a non-shielded halogen bulb is not allowed. In addition, conventional track lighting systems that use any of the approved types of halogen bulbs and that are securely mounted to stable exhibit structures will continue to be allowed. Approved halogen bulbs include: MR 11/16 Covered - Low Wattage, MR 16 Covered - Line Voltage and PAR 14, 16, 20, 30 and 48.

18. **Single-level covered exhibits require automatic fire sprinklers underneath covered areas greater than 1,000 square feet that will be in place for 7 or more show days (not including move-in and move-out days).** Sprinklers are also required when there will be vehicles, open flame, or hot works underneath any covered areas. The permit that is required is only for the installation of fire sprinklers, not for structural review of exhibits.

**Exception:** Where the booth is used in an event with duration less than 7 calendar days and does not contain vehicles, open flame or hot works, automatic fire sprinklers are not required, provided the aggregate area of unsprinklered booths within the room does not exceed 30% of the room size.

**Exception:** Please contact the Las Vegas Convention Center, Sands Expo Center or Cashman Center for their specific guidelines.

19. **Please note: These are Clark County Fire Department guidelines. Please contact the the event facility for specific guidelines.**

**Multi-level covered exhibits require automatic fire sprinklers underneath all covered areas on each level when the walking surface of the upper level(s) is over 1,000 square feet that will be in place for 7 or more show days (not including move-in and move-out days). Upper level areas of multi-level exhibit booths exceeding 300 square feet shall not have less than two remote means of egress.** Sprinklers are also required when there will be vehicles, open flame, or hot works underneath any covered areas. The permit that is required is only for the installation of fire sprinklers, not for structural review of exhibits. Any exhibit with an upper deck area to be occupied must be evaluated and stamped by a licensed engineer. Stamped plans should be present within the exhibit for potential verification by the Fire Marshal upon request

**Exception:** Where the booth is used in an event with duration less than 7 calendar days and does not contain vehicles, open flame or hot works, automatic fire sprinklers are not required, provided the aggregate area of unsprinklered booths within the room does not exceed 30% of the room size.

20. **Tents in excess of 400 square feet, canopies in excess of 700 square feet, and temporary membrane structures must be approved by the Clark County Fire Marshal.**

**Exception:** Please contact the Las Vegas Convention Center for their Tents/Canopies guidelines.

21. **Demonstration cooking and food warming in exhibition spaces shall comply with the Clark County Fire Code and facility regulations.**

**Exception:** Please contact the Las Vegas Convention Center for their specific guidelines

22. **The use of candles and other open flame decorative devices must be approved by the Clark County Fire Marshal.**

**Exception:** Please contact the Las Vegas Convention Center for their specific guidelines



# FREEMAN

6555 West Sunset Rd  
Las Vegas, NV 89118  
(702) 579-1700 Fax: (469) 621-5604

DISCOUNT PRICE  
DEADLINE DATE  
SEPTEMBER 25, 2017

INCLUDE THIS FORM  
WITH YOUR ORDER  
PLEASE USE BLACK INK

NAME OF SHOW: **Western Coatings Symposium 2017 / October 15-18, 2017**

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

ADDRESS: \_\_\_\_\_ BOOTH SIZE : \_\_\_\_\_ X

CITY/STATE/ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ EXT.: \_\_\_\_\_ FAX #: \_\_\_\_\_

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

CONTACT'S E-MAIL: \_\_\_\_\_

E-MAIL FOR INVOICE: \_\_\_\_\_ ☐ Check if you are a new Freeman customer

Invoices will be sent by e-mail; please provide e-mail address of the person who reconciles your invoices if different than contact's email.

## METHOD OF PAYMENT

BY SUBMITTING THIS FORM VIA FAX OR POSTAL MAIL OR ORDERING MATERIALS OR SERVICES FROM FREEMAN, YOU AGREE TO BE BOUND BY ALL TERMS & CONDITIONS INCLUDED IN YOUR SERVICE MANUAL.

☐ COMPANY CHECK

Please make check payable to: Freeman  
Checks must be in U.S. funds drawn on a U.S. or Canadian bank. ("U.S. FUNDS" MUST BE PRE-PRINTED on Canadian checks.)

Please reference (460239) on your remittance.

☐ CREDIT/DEBIT CARD

For your convenience, we will use this authorization to charge your credit/debit card account for your advance orders, and any additional amounts incurred as a result of show site orders placed by your representative. These charges may include all Freeman companies, or any charges which Freeman may be obligated to pay on behalf of Exhibitor, including without limitation, any shipping charges. Please complete the information requested below:

☐ AMERICAN EXPRESS ☐ MASTER CARD ☐ VISA

**We do not accept credit card information via email.**

ACCOUNT NO.: \_\_\_\_\_ EXP. DATE: \_\_\_\_\_

CARDHOLDER NAME (PRINT): \_\_\_\_\_ SIGNATURE: \_\_\_\_\_

CARDHOLDER BILLING ADDRESS: \_\_\_\_\_

CITY/STATE/ZIP: \_\_\_\_\_

## ENTER TOTALS HERE

FURNISHINGS & ACCESSORIES	CARPET	CLEANING/ SHAMPOOING	PORTER SERVICE	RENTAL EXHIBITS & ACCESSORIES	SIGNS	INSTALLATION LABOR	DISMANTLE LABOR
MATERIAL HANDLING	RIGGING INSTALLATION	RIGGING DISMANTLE	EXHIBIT TRANSPORTATION	HANGING SIGNS			GRAND TOTAL

- Remember to order in advance to save time and money. You may place your order by phone, fax, mail, or use our online ordering service at: [www.freeman.com](http://www.freeman.com).
- Orders received after the deadline or without payment will be charged the Standard price.
- Copies of invoices may be picked up from the Freeman Service Center prior to show closing.
- If you have questions or need assistance with any items not listed, please call and ask for Exhibitor Sales.

# FREEMAN

6555 West Sunset Rd  
Las Vegas, NV 89118  
(702) 579-1700 Fax: (469) 621-5604

## Western Coatings Symposium 2017 / October 15-18, 2017

In order to authorize Freeman to invoice a third party for payment of services rendered to exhibitors, both the exhibiting company and the third party must complete this form and return it at least 14 days prior to show move-in.

### EXHIBITING COMPANY AUTHORIZATION OF THIRD PARTY BILLING

"We understand and agree that we, the exhibiting company, are ultimately responsible for payment of charges and agree by submitting this form or ordering materials or services from Freeman, to be bound by all terms and conditions as described in the Terms & Conditions section of this service manual. In the event that the named third party does not discharge payment of the invoice prior to the last day of the show, charges will revert back to the exhibiting company. All invoices are due and payable upon receipt, by either party. The items checked below are to be invoiced to the third party."

BY SUBMITTING THIS FORM VIA FAX OR POSTAL MAIL OR ORDERING MATERIALS OR SERVICES FROM FREEMAN, YOU AGREE TO BE BOUND BY ALL TERMS & CONDITIONS INCLUDED IN YOUR SERVICE MANUAL.

EXHIBITOR NAME: (PLEASE PRINT)

EXHIBITOR SIGNATURE:

DATE:

### EXHIBITING COMPANY INFORMATION

EXHIBITING COMPANY NAME:

BOOTH #:

EXHIBITING COMPANY ADDRESS:

CITY/STATE/ZIP:

PHONE:

EXT:

FAX:

CONTACT'S E-MAIL:

### Indicate which services are to be invoiced to the Third Party:

- |   |   |
|---|---|
| <input type="checkbox"/> ALL FREEMAN SERVICES       | <input type="checkbox"/> FREEMAN EXHIBIT TRANSPORTATION |
| <input type="checkbox"/> I&D LABOR/SUPERVISION      | <input type="checkbox"/> RENTAL FURNITURE/CARPET/SIGNS  |
| <input type="checkbox"/> MATERIAL HANDLING/IN & OUT | <input type="checkbox"/> BOOTH CLEANING                 |
|   | <input type="checkbox"/> OTHER _____                    |

### THIRD PARTY COMPANY INFORMATION

THIRD PARTY COMPANY NAME:

CONTACT NAME:

THIRD PARTY BILLING ADDRESS:

CITY/STATE/ZIP:

PHONE:

EXT:

FAX:

CONTACT'S E-MAIL:

E-MAIL FOR INVOICE:

Invoices will be sent by e-mail; please provide the e-mail address of the person who reconciles your invoices if different than contact's e-mail.

### THIRD PARTY CREDIT/DEBIT CARD AUTHORIZATION

☐ AMERICAN EXPRESS ☐ MASTERCARD ☐ VISA **We do not accept credit card information via email.**

ACCOUNT NO:

EXP. DATE:

CARDHOLDER NAME (PLEASE PRINT):

CARD TYPE:

AUTHORIZED SIGNATURE:

CARDHOLDER BILLING ADDRESS:

CITY/STATE/ZIP:



# PAYMENT & LABOR

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

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

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

## DEFINITIONS

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

## PAYMENT TERMS

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

## ELECTRICAL

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

## LABOR UNDER THE SUPERVISION OF EXHIBITOR RESPONSIBILITIES

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

## INDEMNIFICATION

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

## IMPORTANT

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

# MATERIAL HANDLING

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

AIR CARGO SERVICE REQUEST AND SHIPPING INSTRUCTIONS CONTRACT

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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



# MOTOR CARGO

## MOTOR CARGO SERVICE REQUEST AND SHIPPING INSTRUCTIONS CONTRACT

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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



# TRANSPORTATION SERVICE, FULLY LOADED.

Our convenient, affordable package puts productivity in overdrive.

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

## The Freeman Exhibit Transportation promise:

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

## Benefits:

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

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



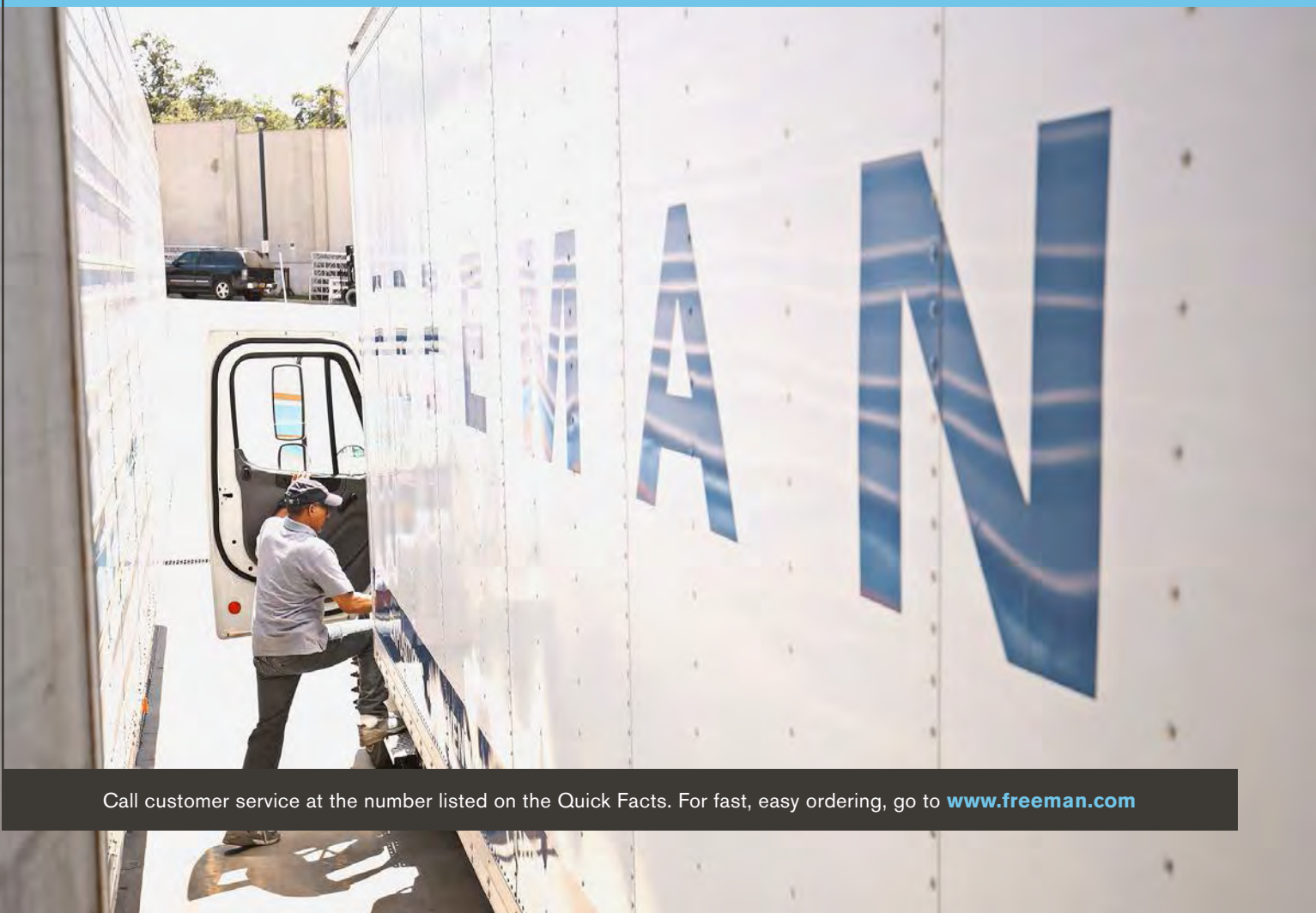
To take advantage, call **1-800-995-3579** or email **[exhibit.transportation@freeman.com](mailto:exhibit.transportation@freeman.com)** for a quote.

# RESULTS, DELIVERED

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With more than 85 years of experience in the events industry, no one understands exhibit transportation better than Freeman. Our transportation services are a seamless extension of the premium products that exhibitors around the world rely on time and time again.

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



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



## EXHIBIT TRANSPORTATION SERVICES

Freeman works directly with you and show site decision makers to transport your exhibit to any location with ease.

### The Freeman Exhibit Transportation promise:

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

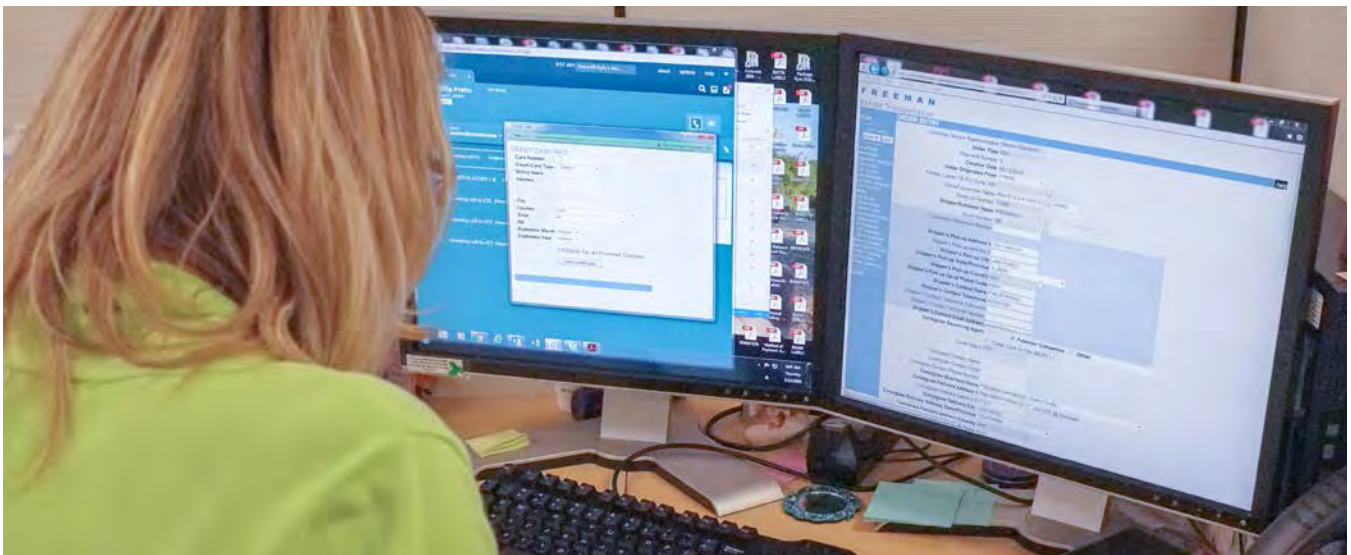
### questions?

For more information regarding our services, rates, shipment deadlines, documentation requirements, ordering and the terms and conditions of our service offerings, please visit **[www.freeman.com](http://www.freeman.com)**

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

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

**DON'T FORGET ABOUT INBOUND SHIPPING! COMPLETE AND SEND THE ORDER FORM TO ORDER YOUR INBOUND AND OUTBOUND SHIPPING.**



# FREEMAN

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

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

INCLUDE THE FREEMAN METHOD OF  
PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **Western Coatings Symposium 2017 / October 15-18, 2017**

COMPANY NAME:

BOOTH #:

CONTACT NAME:

PHONE #:

E-MAIL ADDRESS:

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

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

## EXHIBIT TRANSPORTATION

### TIPS FOR EASY ORDERING

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

COMPLETE THE FOLLOWING ITEMS ON THIS FORM:

### PICK UP INFORMATION:

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

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

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

(City)

(State)

(Zip)

### DESTINATION

- ☐ I will be shipping to the **WAREHOUSE**  
**FREEMAN/Exhibiting Company Name**  
Hold for: **Western Coatings Symposium 2017 - Booth #**  
\_\_\_\_\_  
6675 W Sunset Rd  
Las Vegas, NV 89118

### MUST BE DELIVERED BY OCTOBER 10, 2017

- ☐ I will be shipping to **SHOW SITE**  
**FREEMAN/Exhibiting Company Name**  
**Western Coatings Symposium 2017 - Booth #**  
\_\_\_\_\_  
c/o FREEMAN  
Paris Las Vegas Casino Resort  
3655 Las Vegas Blvd So  
Las Vegas, NV 89109

### CANNOT BE DELIVERED BEFORE OCTOBER 15, 2017

### TYPE OF SERVICE - Choose One

- ☐ 1 Day: Delivery next business day (before 5:00 p.m.)  
☐ 2 Day: Delivery by 5:00 p.m. second business day  
☐ Deferred: Delivery within 3-4 business days  
☐ Declared Value (\$20,000 maximum) \$ \_\_\_\_\_

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

- ☐ Standard Ground: Dependent on distance  
☐ Expedited Ground: Tailored to specific requirement  
☐ Specialized: Pad Wrapped, uncrated or truckload

### SHIPPING INFORMATION

#### Items to be shipped

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

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

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

### OUTBOUND SHIPPING

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

Ship to address:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

SEND COMPLETED FORM VIA:  
E-mail: [exhibit.transportation@freeman.com](mailto:exhibit.transportation@freeman.com)  
or  
Fax: (469) 621-5810

A TRANSPORTATION EXPERT  
WILL CONTACT YOU TO CONFIRM  
RECEIPT OF YOUR ORDER AND  
FINALIZE DETAILS

SHOW # 460239



# WHAT ARE FREIGHT SERVICES?

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

## HOW DO I SHIP TO THE WAREHOUSE?

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

## HOW DO I SHIP TO SHOW SITE?

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

## WHAT ABOUT PREPAID OR COLLECT SHIPPING CHARGES?

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

## HOW SHOULD I LABEL MY FREIGHT?

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

## HOW DO I ESTIMATE MY MATERIAL HANDLING CHARGES?

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

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

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

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

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

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

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

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

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

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

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

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

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

## WHERE DO I GET A FORKLIFT?

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

## DO I NEED INSURANCE?

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

## OTHER AVAILABLE FREIGHT SERVICES

(may not be available in all locations)

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

# FREEMAN

6555 West Sunset Road  
Las Vegas, NV 89118  
(702) 579-1700 • Fax: (469) 621-5604

INCLUDE THE FREEMAN METHOD OF  
PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **Western Coatings Symposium 2017 / October 15-18, 2017**

COMPANY NAME:

BOOTH #:

CONTACT NAME:

PHONE #:

E-MAIL ADDRESS:

For Assistance, please call 702-579-1700 to speak with one of our experts.

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

## MATERIAL HANDLING SERVICES

<b>CRATED:</b>	Material that is skidded or is in any type of shipping container that can be unloaded at the dock with no additional handling required.
<b>SPECIAL HANDLING:</b> (See definitions on back)	Material delivered by a carrier in such a manner that it requires additional handling, such as ground unloading, stacked or constricted space unloading, designated piece unloading, shipment integrity, alternate delivery location, loads mixed with pad-wrapped material, no documentation and shipments that require additional time, equipment or labor to unload. <b>Federal Express, UPS, &amp; DHL</b> are included in this category due to their delivery procedures.
<b>UNCRATED:</b>	Material that is shipped loose or pad-wrapped, and/or unskidded machinery without proper lifting points.
<b>CARPET AND/OR PAD ONLY:</b>	Shipments that consist of loose carpet and/or padding only require additional labor and equipment to unload.
<b>STRAIGHT TIME:</b>	8:00 A.M. to 5:00 P.M. Monday through Friday
<b>OVERTIME:</b>	5:00 P.M. to 8:00 A.M. Monday through Friday, 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 above listed times.)
<b>WAREHOUSE HOURS:</b>	8:00 A.M. to 3:30 P.M. Monday through Friday, Holidays excluded.

Description	Price Per CWT	Minimum
<b>RATE CLASSIFICATIONS:</b>		
<b>Warehouse Shipment (200 lb. minimum)</b>		
Crated or Skidded Shipment.....	\$ 103.75	207.50
Special Handling Shipment.....	\$ 135.00	270.00
Carpet and/or Pad Only Shipment.....	\$ 155.75	311.50
<b>Show Site Shipment (200 lb. minimum)</b>		
Crated or Skidded Shipment.....	\$ 98.25	196.50
Special Handling Shipment.....	\$ 127.75	255.50
Uncrated or Pad Wrapped Shipment.....	\$ 147.50	295.00
Carpet and/or Pad Only Shipment.....	\$ 147.50	295.00
<b>Small Package - Maximum weight is 30 lbs per shipment*</b>		
Per Shipment.....	\$ 45.00	

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

### ADDITIONAL SURCHARGES:

#### Shipment Delivered after Deadline Date (in addition to above rates)

Warehouse Shipment after OCTOBER 10, 2017.....	\$ 26.00	52.00
Show Site Shipment after OCTOBER 16, 2017.....	\$ 24.75	49.50

#### Overtime Charge - Inbound (in addition to above rates)

Crated or Skidded Shipment.....	\$ 24.75	49.50
Special Handling Shipment.....	\$ 32.00	64.00
Uncrated or Pad Wrapped Shipment.....	\$ 37.00	74.00
Carpet and/or Pad Only Shipment.....	\$ 37.00	74.00

#### Overtime Charge - Outbound (in addition to above rates)

Crated or Skidded Shipment.....	\$ 24.75	49.50
Special Handling Shipment.....	\$ 32.00	64.00
Uncrated or Pad Wrapped Shipment.....	\$ 37.00	74.00
Carpet and/or Pad Only Shipment.....	\$ 37.00	74.00

Description	Weight CWT	Price per CWT	Estimated Total Cost (200 lb. Min.)
	÷ 100 =		
<b>Surcharges</b>	÷ 100 =		
		<b>8.25% Tax</b>	<b>N/A</b>
		<b>Total</b>	

# SPECIAL HANDLING DEFINITIONS

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

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

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

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

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

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

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

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

## **What are Stacked Shipments?**

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

## **What is Shipment Integrity?**

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

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

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

## **What are Mixed Shipments?**

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

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

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

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

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

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

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

## ADVANCE WAREHOUSE

6675 West Sunset Road  
Las Vegas, NV 89118

### Hours of Operation:

Warehouse hours are Monday through Friday from 8:00 a.m. to 3:30 p.m., Holidays excluded.

### Directions:

#### From I-15 Northbound or Southbound

Exit 1-215 West  
Exit Jones Boulevard (stay in center lanes)  
Cross over Jones Blvd staying to the right  
Continue on Raphael Rivera Way  
Freeman will be on right

#### From US-93 / I-515 Northbound

Exit I-215 West  
Exit Jones Boulevard (stay in center lanes)  
Cross over Jones Blvd staying to the right  
Continue on Raphael Rivera Way  
Freeman will be on right



**FREEMAN**

6555 West Sunset Rd  
Las Vegas, NV 89118  
(702) 579-1700 Fax: (469) 621-5604

OUTBOUND MATERIAL HANDLING AND SHIPPING LABELS
---

NAME OF SHOW: **Western Coatings Symposium 2017 / October 15-18, 2017**

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

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

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

For Assistance, please call (702) 579-1700 to speak with one of our experts.

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

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

### SHIPPING INFORMATION

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

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

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

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

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

**BILL TO:** ☐ Same as Ship to:

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

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

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

### METHOD OF SHIPMENT

**Select a Carrier:**

☐ **Freeman Exhibit Transportation**

☐ **Other Carrier**

No need to schedule your outbound shipment.  
Charges will appear on your Freeman invoice.

Carrier Name: \_\_\_\_\_

Carrier Phone: \_\_\_\_\_

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

**Select a Level of Service:**

☐ 1 Day: Delivery next business day

☐ Standard Ground

☐ 2 Day: Delivery by 5:00 PM second business day

☐ Specialized: Pad wrapped, uncrated, or truckload

☐ Deferred: Delivery within 3-5 business days

**Select Shipment Options (if applicable)**

☐ Have loading dock

☐ Lift gate required

☐ Inside delivery

☐ Air ride required

☐ Pad wrap required

☐ Residential

☐ Do not stack

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

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

**F R E E M A N**

**R U S H**

***DO NOT DELAY***

***RECEIVING DATE BEGINS: SEPTEMBER 18, 2017***

***DEADLINE DATE IS: OCTOBER 10, 2017***

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

***EXHIBITOR NAME***

**C/O: FREEMAN**

**6675 W SUNSET RD**

**LAS VEGAS, NV 89118**

**WAREHOUSE**

**EVENT:** ***Western Coatings Symposium 2017***

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

**F R E E M A N**

**R U S H**

***DO NOT DELAY***

***RECEIVING DATE BEGINS: SEPTEMBER 18, 2017***

***DEADLINE DATE IS: OCTOBER 10, 2017***

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

***EXHIBITOR NAME***

**C/O: FREEMAN**

**6675 W SUNSET RD**

**LAS VEGAS, NV 89118**

**WAREHOUSE**

**EVENT:** ***Western Coatings Symposium 2017***

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

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



**F R E E M A N**

**R U S H**

***DO NOT DELAY***

***CANNOT DELIVER BEFORE OCTOBER 15, 2017***

**TO:**

*EXHIBITOR NAME*

**C/O: FREEMAN**

**PARIS LAS VEGAS CASINO RESORT  
3655 LAS VEGAS BLVD SO**

**LAS VEGAS, NV 89109-4343**

**SHOW SITE**

**EVENT:** *Western Coatings Symposium 2017*

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

**F R E E M A N**

**R U S H**

***DO NOT DELAY***

***CANNOT DELIVER BEFORE OCTOBER 15, 2017***

**TO:**

*EXHIBITOR NAME*

**C/O: FREEMAN**

**PARIS LAS VEGAS CASINO RESORT  
3655 LAS VEGAS BLVD SO**

**LAS VEGAS, NV 89109-4343**

**SHOW SITE**

**EVENT:** *Western Coatings Symposium 2017*

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

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



# FURNISH FORWARD

.....

Freeman sets the stage for success with temporary furnishings that make lasting impressions. With high-quality furniture in shapes and styles that suit your budget and design needs, Freeman always provides an ideal solution for your exhibit.

- Sleek and professional furniture products transform your exhibit into a destination
- Extensive selection of seating, surfaces, and display fixtures provides a completely custom and comprehensive approach to your brand experience
- No assembly required. Hassle-free shipment, setup, and tear down allow your exhibitors to focus on what matters: new business
- Prices are all-inclusive and cover delivery, installation and material handling with no hidden fees



# SUPERIOR SEATING

---

**Sit back and relax** – your search for comfortable seating is over. Choose from a sleek selection of sofas, loveseats and chairs that are sure to take your exhibit design to the next level.

## ITEMS PICTURED BELOW

Swanson Swivel Chair | 810875 | **Page 10**

Silverado Cocktail Table | 82014 | **Page 18**

Powered Locking Pedestal, 42" | 85063 | **Page 27**



## SEATING

### Naples



**CHAIR** **SELECT**  
black vinyl **810119**

36"L 30"D 33"H  
⚡ Powered options available



**LOVESEAT** **SELECT**  
black vinyl **830120**

62"L 30"D 33"H  
⚡ Powered options available



**SOFA** **SELECT**  
black vinyl **830119**

87"L 30"D 33"H  
⚡ Powered options available

### Heathrow



**ARMLESS CHAIR** **SELECT**  
black vinyl **810116**

24"L 24"D 28"H



**CORNER CHAIR** **SELECT**  
black vinyl **810117**

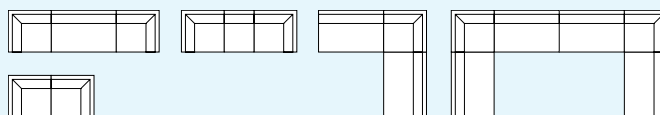
24"L 24"D 28"H



**SOFA** **SELECT**  
black vinyl **830116**

48"L 24"D 28"H

possible configurations



⚡ See pages 26 and 27 for all Powered options.

\*Electrical power must be ordered separately

## SEATING

### South Beach



**SOFA** *SELECT*  
platinum suede **8301**

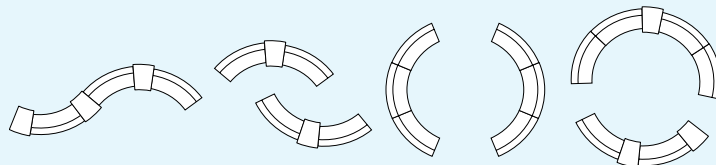
69"L 29"D 33"H



**OTTOMAN** *SELECT*  
platinum suede **8151**

25"L 31"D 18"H

possible configurations



### Key Largo



**LOVESEAT** *SELECT*  
black fabric **830950**

57"L 35"D 34"H



**SOFA** *SELECT*  
black fabric **830951**

79"L 35"D 34"H



**CHAIR** *SELECT*  
black fabric **810950**

35"L 35"D 34"H



## SEATING

### Allegro

#### CHAIR **SELECT**

blue fabric **81019**

36"L 34.5"D 30"H

#### SOFA **SELECT**

blue fabric **83015**

73"L 34.5"D 30"H



### Fairfax

#### CHAIR **SELECT**

white vinyl/brushed metal **810949**

27"L 26"D 30"H

#### SOFA **SELECT**

white vinyl/brushed metal **830949**

62"L 26"D 30"H



### Hopi

#### CHAIR **SELECT**

gray linen **810140**

21"L 25"D 34"H

#### LOVESEAT **SELECT**

gray linen **830150**

48"L 25"D 34"H



### Tangiers

#### CHAIR **SELECT**

beige fabric **810118**

34"L 37"D 36"H

#### SOFA **SELECT**

beige fabric **830118**

78"L 37"D 36"H



### Roma

#### CHAIR **SELECT**

white vinyl **81020**

37"L 31"D 33"H

Powered options available

#### SOFA **SELECT**

white vinyl **83016**

78"L 31"D 33"H

Powered options available



See pages 26 and 27 for all Powered options.

\*Electrical power must be ordered separately

## CASUAL SEATING

Look no further for a great variety of **informal, modern seating options**. Here you will find chairs, sofas, stools, ottomans – even sophisticated bar sets – that turn exhibits into destinations.

### OTTOMANS

#### ENDLESS SQUARE OTTOMAN **SELECT**

white vinyl **815122**

black vinyl **815123**

34"L 34"D 15"H

#### ENDLESS CURVE OTTOMAN **SELECT**

white vinyl **815953**

black vinyl **815952**

60.5"L 37.5"D 15"H



#### BENCH OTTOMAN **SELECT**

white vinyl **815120**

black vinyl **815121**

60"L 20"D 18"H

#### HALF BENCH OTTOMAN **SELECT**

white vinyl **815119**

39"L 23"D 18"H



### ITEMS PICTURED BELOW

Roma Sofa, Powered | 83017 | **Page 5, 26**

Regis Bench/Table | 82074 | **Page 21**

Swanson Swivel Chair | 810875 | **Page 10**

Work Desk | 820706 | **Page 25**

Regis End Table | 82075 | **Page 21**

Ice Side Chair | 810814 | **Page 9**





## OTTOMANS

### VIBE CUBE OTTOMAN **SELECT**

blue vinyl **81518**  
red vinyl **81519**  
orange vinyl **81525**  
pink vinyl **81520**  
yellow vinyl **81517**  
black vinyl **81530**  
white vinyl **81531**

18"L 18"D 18"H



### MARCHE SWIVEL OTTOMAN **SELECT**

gray fabric **815151**  
red fabric **815154**  
blue fabric **815159**  
linen fabric **815152**  
meadow green fabric **815157**  
pear yellow fabric **815158**  
plum fabric **815156**  
raspberry fabric **815153**  
rose quartz fabric **815155**  
white vinyl **815150**

17"Round 18"H



### EDGE LED CUBE OTTOMAN\* **SELECT**

high-density plastic **81526**

20"L 20"D 20"H



## BANQUETTES

### CENTER CONE **SELECT**

**8506**

38"Round 51"H

Powered

Banquette Cone has 3 AC and 2 USB plugs built into the center cone.

### QUARTER CURVE OTTOMAN **SELECT**

**8507**

53"L 22"D 18"H



possible configurations



(4) quarter curve ottoman

72"Round 18"H



(1) center cone  
(4) quarter curve ottomans

72"Round 51"H

See pages 26 and 27 for all Powered options.

\*Electrical power must be ordered separately

## OCCASIONAL CHAIRS

### BLACK DIAMOND SIDE CHAIR **ESSENTIALS** 71089

21"W 23"L 32"H

### BLACK DIAMOND ARMCHAIR **ESSENTIALS** 71090

20"W 21"L 33"H

### LAGUNA CHAIR **SELECT** maple/chrome 810861

18"L 19"D 34"H



### LIMERICK® CHAIR BY HERMAN MILLER **ESSENTIALS** gray 210108

18"W 17.75"L 33"H

### MADRID CHAIR **SELECT** black vinyl/chrome 8102 white vinyl/chrome 810816

30"L 30"D 31"H



## ITEMS PICTURED BELOW

Powered Locking Pedestal, 36" | 85061 | **Page 27**

White Vibe Cube Ottoman | 81531 | **Page 7**



## OCCASIONAL CHAIRS

### MEETING CHAIR **SELECT**

white vinyl **810948**

espresso vinyl **810835**

taupe microfiber **810836**

25.5"L 23.5"D 34"H



### KEY WEST CHAIR **SELECT**

black fabric **8103**

31"L 31"D 31"H

### MADDEN CHAIR **SELECT**

light gray vinyl **810843**

27"L 32"D 33"H



### ICE SIDE CHAIR **SELECT**

transparent **810814**

17"L 20"D 32"H

### MALBA CHAIR **SELECT**

gray molded plastic **810131**

green molded plastic **810130**

20"L 20"D 32"H



## OCCASIONAL CHAIRS

### CHRISTOPHER CHAIR **SELECT**

white vinyl/chrome **810846**

17"L 19"D 35"H

### ZENITH CHAIR **SELECT**

white/chrome **810851**

19"L 22"D 32"H

### RUSTIQUE CHAIR **SELECT**

gunmetal **810841**

20"L 18"D 31"H



### RAZOR ARMLESS CHAIR **SELECT**

white high-density plastic **810837**

15.38"L 15.5"D 30.5"H

### SWANSON SWIVEL CHAIR **SELECT**

white vinyl **810875**

28"L 25"D 30"H



### BERLIN STACK CHAIR **SELECT**

white & red plastic/chrome **810811**

white & black plastic/chrome **810810**

18"L 22"D 32"H

### WENDY CHAIR **SELECT**

clear acrylic **810847**

15"L 20"D 36"H



## CONFERENCE CHAIRS

### GRAY GASLIFT CHAIR **ESSENTIALS**

with arms **71046**  
without arms **71045**

26"W 20"L 38"H Adjustable

### LA BREA SWIVEL CHAIR **SELECT**

charcoal gray fabric **810874**

35"L 27"D 40"H

### ALTURA GUEST CHAIR **SELECT**

black fabric/black steel **81063**

25"L 20"D 34"H



### LUXOR HIGH BACK EXECUTIVE CHAIR **SELECT**

black vinyl **810807**

27"L 28"D 47"H Adjustable

### PRO EXECUTIVE HIGH BACK CHAIR **SELECT**

white vinyl **810844**

black vinyl **810946**

25"L 24"D 48"H Adjustable



### PRO EXECUTIVE MID BACK CHAIR **SELECT**

white vinyl **810945**

black vinyl **810944**

24"L 22"D 40"H Adjustable

### PRO EXECUTIVE GUEST CHAIR **SELECT**

black vinyl **810947**

24"L 22"D 36"H





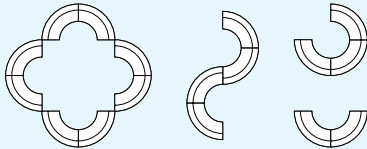
## BARS & BARSTOOLS

### MARTINI BAR **SELECT**

gray metal rounded bar with frosted glass top and chrome legs **8501**

67"L 22"D 45"H

possible configurations



### BLACK DIAMOND STOOL **ESSENTIALS**

**71088**

22"W 18"L 46"H

### GRAY GASLIFT STOOL **ESSENTIALS**

with arms **71048**

without arms **71047**

24"W 20"L 46"H Adjustable

### LAGUNA BARSTOOL **SELECT**

maple/chrome **810860**

18"L 20"D 47"H



### LIMERICK® STOOL BY HERMAN MILLER **ESSENTIALS**

gray **210109**

18"W 17.75"L 44"H

### LIFT BARSTOOL **SELECT**

gray vinyl/chrome **810872**

red vinyl/chrome **810873**

black vinyl/chrome **810871**

white vinyl/chrome **810870**

15" Round 23-33.5"H Adjustable



### APEX BARSTOOL **SELECT**

black vinyl **810951**

blue ultra suede **810952**

red vinyl **810953**

white vinyl **810954**

21"L 21"D 33"H





## BARS & BARSTOOLS

### BANANA BARSTOOL **SELECT**

white vinyl/chrome **810103**  
black vinyl/chrome **810104**

21"L 22"D 41"H

### ZENITH BARSTOOL **SELECT**

white/chrome **810850**

19"L 20"D 44"H

### ZOEY BARSTOOL **SELECT**

white vinyl/chrome **810840**  
black vinyl/chrome **810834**

15"L 16"D 26-30.5"H Adjustable



### CHRISTOPHER BARSTOOL **SELECT**

white **810848**

19"L 15"D 41"H

### ICE BARSTOOL **SELECT**

transparent/chrome legs **810815**

16"L 14"D 38"H

### SHARK BARSTOOL **SELECT**

white plastic/chrome **810202**

22"L 19"D 34-44"H Adjustable



### RUSTIQUE BARSTOOL **SELECT**

gunmetal **810839**

13"L 13"D 30"H

### GIN BARSTOOL **SELECT**

maple wood/chrome **810505**

16"L 16"D 33"H

### OSLO BARSTOOL **SELECT**

blue plastic/chrome **810200**  
white plastic/chrome **810201**

17"L 20"D 45"H



# TURN THE TABLES IN YOUR FAVOR

---

Bring professionalism to the table with our sleek variety of surfaces and tabletops. Choose from modern glass tops and more.

## ITEMS PICTURED BELOW

Endless Square Ottoman | 815122 | **Page 6**

Geo End Table | 82035 | **Page 19**

30" Round Hydraulic Base Bar Table | 820230 | **Page 17**

Ice Barstool | 810815 | **Page 13**



## DRAPED OR UNDRAPED TABLES & COUNTERS



### ESSENTIALS

#### TABLES

	24"D / 30"H	3'L	4'L	6'L	8'L
Draped		124330	124430	124630	124830
Draped on Fourth Side				12404630	12404830
Undraped		125330	125430	125630	125830

#### COUNTERS

	24"D / 42"H	3'L	4'L	6'L	8'L
Draped		124342	124442	124642	124842
Draped on Fourth Side				12404642	12404842
Undraped		125342	125442	125642	125842

#### TABLES\*

	30"D / 30"H	3'L	4'L	6'L	8'L
Draped		130330	130430	130630	130830
Draped on Fourth Side				12404630	12404830
Undraped		131330	131430	131630	131830

#### COUNTERS\*

	30"D / 42"H	3'L	4'L	6'L	8'L
Draped		130342	130442	130642	130842
Draped on Fourth Side				12404642	12404842
Undraped		131342	131442	131642	131842

\*Table and counter widths available in select cities



## PEDESTAL TABLES

### Soho Series



**BLACK-TOP  
CAFÉ** **ESSENTIALS**  
**72069**

24" Round 30"H

**72067**

36" Round 30"H

**BLACK-TOP MINI** **ESSENTIALS**  
**72066**

18" Round 18"H



**BLACK-TOP  
BISTRO** **ESSENTIALS**  
**72070**

24" Round 42"H

**72068**

36" Round 42"H

### Chelsea Series



**BUTCHER BLOCK-TOP  
CAFÉ** **ESSENTIALS**  
**72063**

30" Round 30"H

**72064**

36" Round 30"H



**BUTCHER BLOCK-TOP  
BISTRO** **ESSENTIALS**  
**720163**

30" Round 42"H

**720164**

36" Round 42"H



**STANDARD BASE  
CAFÉ TABLE** **SELECT**  
*liquid white* **820232**

30" Round 29"H



**STANDARD BASE  
BAR TABLE** **SELECT**  
*liquid white* **820231**

30" Round 42"H



**HYDRAULIC BASE  
CAFÉ TABLE** **SELECT**  
*maple* **8201208**

30" Round 29"H



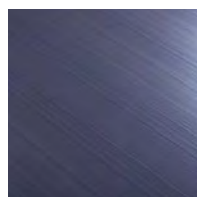
**HYDRAULIC BASE  
BAR TABLE** **SELECT**  
*maple* **8201207**

30" Round 45"H



**STANDARD BASE  
CAFÉ TABLE** **SELECT**  
*blue steel* **8201203**

30" Round 29"H

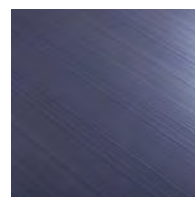


*actual color*



**STANDARD BASE  
BAR TABLE** **SELECT**  
*blue steel* **8201204**

30" Round 42"H



*actual color*

## PEDESTAL TABLES



**HYDRAULIC BASE  
CAFÉ TABLE** **SELECT**  
*graphite* **8201209**  
36" Round 29"H



**HYDRAULIC BASE  
BAR TABLE** **SELECT**  
*graphite* **8201211**  
36" Round 45"H



**HYDRAULIC BASE  
CAFÉ TABLE** **SELECT**  
*maple* **8201206**  
36" Round 29"H



**HYDRAULIC BASE  
BAR TABLE** **SELECT**  
*maple* **8201205**  
36" Round 45"H



**HYDRAULIC BASE  
CAFÉ TABLE** **SELECT**  
*liquid white* **820224**  
30" Round 29"H



**HYDRAULIC BASE  
BAR TABLE** **SELECT**  
*liquid white* **820230**  
30" Round 45"H



**HYDRAULIC BASE  
CAFÉ TABLE** **SELECT**  
*white laminate* **820126**  
36" Round 29"H



**HYDRAULIC BASE  
BAR TABLE** **SELECT**  
*white laminate* **820125**  
36" Round 45"H



**MADISON HYDRAULIC BASE  
CAFÉ TABLE** **SELECT**  
*gray acajou* **820241**  
30" Round 29"H



**MADISON HYDRAULIC BASE  
BAR TABLE** **SELECT**  
*gray acajou* **820240**  
30" Round 45"H



**MADISON  
CAFÉ TABLE** **SELECT**  
*gray acajou* **820265**  
30" Round 29"H



**MADISON  
BAR TABLE** **SELECT**  
*gray acajou* **820264**  
30" Round 42"H



## OCCASIONAL, END & COCKTAIL TABLES

### Silverado

**END TABLE** **SELECT**  
tempered glass/painted steel **82015**

24" Round 22"H

**COCKTAIL TABLE** **SELECT**  
tempered glass/painted steel **82014**

36" Round 17"H



**MANHATTAN TABLE** **SELECT**  
glass/brushed metal base **82033**

42" Round 29"H



### Alondra

**END TABLE** **SELECT**  
glass/chrome **820252**

20"L 20"D 20"H

**COCKTAIL TABLE** **SELECT**  
glass/chrome **820250**

47"L 24"D 16"H



**END TABLE** **SELECT**  
wood/chrome **820253**

20"L 20"D 21"H

**COCKTAIL TABLE** **SELECT**  
wood/chrome **820251**

47"L 24"D 17"H





## OCCASIONAL, END & COCKTAIL TABLES

### Geo

**END TABLE** **SELECT**  
wood/black steel **82028**

20"L 20"D 21"H



**COCKTAIL TABLE** **SELECT**  
wood/black steel **82027**

47"L 24"D 17"H

**END TABLE** **SELECT**  
glass/chrome **82035**

26"L 26"D 20"H



**COCKTAIL TABLE** **SELECT**  
glass/chrome **82034**

50"L 22"D 16"H

### Sydney

**END TABLE** **SELECT**  
black laminate/brushed steel **82054**  
white laminate/brushed steel **82055**

27"L 23"D 22"H



**COCKTAIL TABLE** **SELECT**  
black laminate/brushed steel **82076**  
white laminate/brushed steel **82053**

48"L 26"D 18"H

⚡ Powered options available



## OCCASIONAL, END & COCKTAIL TABLES

### Oliver

**END TABLE** **SELECT**  
walnut finish **82088**

22" Round 22"H

**TABLE** **SELECT**  
walnut finish **82087**

47"L 27"D 19"H



### ITEMS PICTURED BELOW

Endless Curve Ottoman | 815953 | **Page 6**

Silverado Table | 82014 | **Page 18**

Zoey Barstools | 810840 | **Page 13**

30" Round Hydraulic Base Bar Table | 820230 | **Page 17**



## OCCASIONAL, END & COCKTAIL TABLES

### Regis

**END TABLE** **SELECT**  
brushed metal **82075**

16"L 15.5"D 16.5"H

**BENCH/TABLE** **SELECT**  
brushed metal **82074**

47"L 15.5"D 16"H



**AURA**  
**ROUND TABLE** **SELECT**  
white metal **820844**

15"Round 22"H

**EDGE LED**  
**CUBE TABLE\*** **SELECT**  
white plastic/clear  
acrylic top **82057**

20"L 20"D 20"H



**GEO SQUARE-ROUND**  
**TABLE** **SELECT**  
glass/black steel **82043**  
glass/chrome **82044**

42"L 42"D 29"H



\*Electrical power must be ordered separately

## CONFERENCE TABLES

### GEO CONFERENCE TABLE **SELECT**

glass/black steel **82041**

glass/chrome **82051**

60"L 36"D 29"H



### MADISON CONFERENCE TABLE **SELECT**

gray acajou **820260**

42"Round 29"H



### 42" ROUND WHITE CONFERENCE TABLE **SELECT**

white laminate **820708**

42" Round 29"H

### 6' OVAL CONFERENCE TABLE **SELECT**

granite nebula **820203**

72"L 42"D 29"H



### 8' RECTANGULAR CONFERENCE TABLE **SELECT**

granite **820115**

96"L 44"D 29"H



## CONFERENCE TABLES

### MADISON 5' TABLE **SELECT**

gray acajou **820261**

60"L 48"D 29"H



### MADISON 8' TABLE **SELECT**

gray acajou **820262**

96"L 60"D 29"H



### MADISON 10' TABLE **SELECT**

gray acajou **820263**

120"L 48"D 29"H

### COMMUNAL TABLE (MAPLE WITH GROMMETS) **SELECT**

laminate/metal

**82058**

72"L 26"D 30"H

**82059**

72"L 26"D 42"H



### COMMUNAL TABLE (MAPLE) **SELECT**

laminate/metal

**82067**

72"L 26"D 30"H

**82068**

72"L 26"D 42"H



### COMMUNAL TABLE (WHITE) **SELECT**

laminate/metal

**82063**

72"L 26"D 30"H

**82066**

72"L 26"D 42"H



## OFFICE



**MADISON DESK** **SELECT**  
gray acajou **84075**

60"L 30"D 29"H



**MADISON CREDENZA** **SELECT**  
gray acajou **84077**

60"L 20"D 29"H



**MADISON BOOKCASE** **SELECT**  
gray acajou **84078**

36"L 12"D 72"H





## COMPUTER DESK / TABLE



**WORK DESK** **SELECT**  
white laminate **820706**

48"L 24"D 30"H



**MERLIN TABLE** **SELECT**  
gray laminate **820707**

46"L 29"D 30"H

### ITEMS PICTURED BELOW

Key Largo Sofa | 830951 | **Page 4**

Key Largo Chair | 810950 | **Page 4**

Sydney Table, Powered | 82076 | **Page 19, 27**

Aura Round Table | 820844 | **Page 21**

Black Diamond Stool | 71088 | **Page 12**

Soho Black Top Bistro | 36" Round - 72068 | **Page 16**



## POWERED

Powered options do not include charging adapters with rental and will need to be supplied by the exhibitor if needed.

### POWERED SEATING

#### NAPLES CHAIR, POWERED\* **SELECT**

black vinyl **810120**

36"L 30"D 33"H



Power Panel Detail



#### NAPLES LOVESEAT, POWERED\* **SELECT**

black vinyl **830122**

62"L 30"D 33"H



Power Panel Detail



#### NAPLES SOFA, POWERED\* **SELECT**

black vinyl **830121**

87"L 30"D 33"H



Power Panel Detail

#### ROMA CHAIR, POWERED\* **SELECT**

white vinyl **81021**

37"L 31"D 33"H



Power Panel Detail



#### ROMA SOFA, POWERED\* **SELECT**

white vinyl **83017**

78"L 31"D 33"H



Power Panel Detail

\*Electrical power must be ordered separately

## POWERED TABLES

**G30 COCKTAIL TABLE, POWERED\*** **SELECT**  
white top **82070**

72"L 26"D 18"H

**G30 CAFÉ TABLE, POWERED\*** **SELECT**  
white top **82071**

72"L 26"D 30"H

**G30 BAR TABLE, POWERED\*** **SELECT**  
white top **82072**

72"L 26"D 42"H



**TECH DESK WITH 3 DRAWER FILE CABINET, POWERED\*** **SELECT**  
black metal **84083**  
desk only **84084**

60"L 30"D 30"H

**SYDNEY COCKTAIL TABLE, POWERED\*** **SELECT**  
black laminate/brushed steel **82076**  
white laminate/brushed steel **82073**

48"L 26"D 18"H



## POWERED PRODUCT PEDESTALS

**POWERED\* LOCKING PEDESTAL, 36"** **SELECT**  
black **85060**  
white **85061**

24"L 24"D 36"H

**POWERED\* LOCKING PEDESTAL, 42"** **SELECT**  
black **85062**  
white **85063**

24"L 24"D 42"H



Power Panel Detail

## BANQUETTE

**CENTER CONE** **SELECT**  
**8506**

38" Round 51"H

Banquette Cone has 3 AC and 2 USB plugs built into the center cone.



\*Electrical power must be ordered separately

## STORAGE

**3 DRAWER  
FILE CABINET  
ON CASTORS** **SELECT**  
**84080**

16"L 20"D 28"H



**FILE CABINET  
WITH LOCK** **ESSENTIALS**  
*standard size*

**TWO-DRAWER**  
**74082**

15"W 29"L 28"H

**FOUR-DRAWER**  
**74081**

15"W 29"L 50"H



## REFRIGERATOR



**SMALL  
REFRIGERATOR\*** **ESSENTIALS**  
**75057**

19"W 19"L 34"H



**REFRIGERATOR\*** **SELECT**  
*white - 14.0 cubic feet* **8503001**

28"L 28"D 64"H

## LIGHTING



**MASON TABLE  
LAMP\*** **SELECT**  
*white/brushed silver* **850707**

16" Round 26"H



**MASON FLOOR  
LAMP\*** **SELECT**  
*white/brushed silver* **850708**

18" Round 55"H



*\*Electrical power must be ordered separately*

## DISPLAY

Some of the most essential elements of your exhibit are the surfaces on which you display your show materials. That's why we have an appealing variety of displays, from standing cylinders to sleek computer desks to draped tables and counters, to ensure your show space will be both attractive and interactive.

### DISPLAY CYLINDERS **ESSENTIALS**

black

low **75020**

30"W 15"H

medium **75021**

18"W 20"H

high **75022**

24"W 36"H

Available in rectangular sizes.



### DISPLAY CUBES **ESSENTIALS**

black

12" small **75030**

12"W 12"L 42"H

18" medium **75031**

18"W 18"L 36"H

24" large **75032**

24"W 24"L 42"H



### ORION COMPUTER KIOSK **ESSENTIALS**

black **75079**

28"L 28"D 40.5"H

Computer not included.



### DISPLAY COUNTER **ESSENTIALS**

black **72056**

24"W 49"L 42"H



### ITEMS PICTURED BELOW

Bench Ottoman | 815120 | **Page 6**

Powered Locking Pedestal, 36" | 85061 | **Page 27**





## ACCESSORIES

We know that every exhibit is different and requires certain pieces that may be hard to find. That's why we offer an assortment of accessories that will meet your needs, from literature racks to bulletin boards to refrigerators and file cabinets. No matter the requirement, your exhibit will always stand out with these striking and functional pieces.

### TABLET STAND

#### MOBILE TABLET STAND **SELECT**

white **850714**

black **850715**

14"L 13"D 44.5"H

The Mobile Tablet Stand will adjust to fit any tablet with dimensions of at least 6.75"x 9.375" but not larger than 8.5"x 2.5", including Apple iPad, Samsung Galaxy Tab and Lenovo IdeaPad.



### TABLET STAND ACCESSORIES

#### BROCHURE HOLDER\* **SELECT**

black **850711**

8.625"L 1.1"D 11.325"H

#### WIRELESS PRINTER HOLDER\* **SELECT**

black **850712**

3.3"L 1.9"D 5.28"H

#### CHARGING SHELF\* **SELECT**

black **850713**

14.85"L 7.17"D 1"H



\*To be ordered with the tablet stand

## ACCESSORIES

### CHROME STANCHION WITH 8' RETRACTABLE BELT **ESSENTIALS** 220121

42"H

### CHROME SIGN HOLDER **ESSENTIALS** 220118

Holds 22" x 28" sign

### ROUND LITERATURE RACK **ESSENTIALS** 750135

17"W 17"L 57"H

Revolving black display holds printed materials for easy access from 20 pockets.



### FLAT LITERATURE RACK **ESSENTIALS** 750136

10"W 55"H

Forward-facing black display presents printed materials in six pockets.

### CHROME COAT TREE **ESSENTIALS** 220109

### ALUMINIUM EASEL **ESSENTIALS** 220134

### CHROME BAG RACK **ESSENTIALS** 220110

### SPECIAL DRAPING (not pictured)

Special drape is available in a variety of colors. Refer to the order form for details.



### FLOOR-STANDING BULLETIN BOARD **ESSENTIALS** 10201484

48"W 96"L 78"H



### CORRUGATED WASTEBASKET **ESSENTIALS** 220106



### WASTEBASKET **ESSENTIALS** wastebasket color may vary. 220107

# FREEMAN

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SEPTEMBER 25, 2017

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Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
SEATING						

## Naples Group - Black Vinyl

_____	810119*	Chair.....	528.00	580.80	739.20	_____
_____	830120*	Loveseat.....	710.00	781.00	994.00	_____
_____	830119*	Sofa.....	786.00	864.60	1,100.40	_____

## Heathrow Group -Black Vinyl

_____	810116*	Armless Chair.....	400.00	440.00	560.00	_____
_____	810117*	Corner Chair.....	467.50	514.25	654.50	_____
_____	830116*	Sofa.....	679.00	746.90	950.60	_____

## South Beach Group - Platinum Suede

_____	8301*	Sofa.....	679.00	746.90	950.60	_____
_____	8151*	Ottoman.....	295.50	325.05	413.70	_____

## Key Largo Group - Black Fabric

_____	830950*	Loveseat.....	555.00	610.50	777.00	_____
_____	830951*	Sofa.....	613.00	674.30	858.20	_____
_____	810950*	Chair.....	437.00	480.70	611.80	_____

## Allegro Group - Blue Fabric

_____	81019*	Chair.....	537.00	590.70	751.80	_____
_____	83015*	Sofa.....	856.00	941.60	1,198.40	_____

## Fairfax Group - White Vinyl

_____	810949*	Chair.....	368.50	405.35	515.90	_____
_____	830949*	Sofa.....	589.00	647.90	824.60	_____

## Hopi Group - Gray Linen

_____	810140*	Chair.....	237.00	260.70	331.80	_____
_____	830150*	Sofa.....	303.50	333.85	424.90	_____

## Tangiers Group - Beige Fabric

_____	810118*	Chair.....	469.50	516.45	657.30	_____
_____	830118*	Sofa.....	655.00	720.50	917.00	_____

## Roma Group - White Vinyl

_____	81020*	Chair.....	598.00	657.80	837.20	_____
_____	83016*	Sofa.....	919.00	1,010.90	1,286.60	_____

## CASUAL SEATING

### Ottomans

_____	815122*	Endless Square - White Vinyl.....	337.50	371.25	472.50	_____
_____	815123*	Endless Square - Black Vinyl.....	337.50	371.25	472.50	_____
_____	815953*	Endless Curve - White Vinyl.....	457.00	502.70	639.80	_____
_____	815952*	Endless Curve - Black Vinyl.....	457.00	502.70	639.80	_____
_____	815120*	Bench - White Vinyl.....	405.50	446.05	567.70	_____
_____	815121*	Bench - Black Vinyl.....	405.50	446.05	567.70	_____
_____	815119*	Half-Bench - White Vinyl.....	376.50	414.15	527.10	_____

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Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
<b>CASUAL SEATING (cont'd)</b>						
_____	81518*	Vibe Cube - Blue Vinyl.....	151.50	166.65	212.10	_____
_____	81519*	Vibe Cube - Red Vinyl.....	151.50	166.65	212.10	_____
_____	81525*	Vibe Cube - Orange Vinyl.....	151.50	166.65	212.10	_____
_____	81520*	Vibe Cube - Pink Vinyl.....	151.50	166.65	212.10	_____
_____	81517*	Vibe Cube - Yellow Vinyl.....	151.50	166.65	212.10	_____
_____	81530*	Vibe Cube - Black Vinyl.....	132.50	145.75	185.50	_____
_____	81531*	Vibe Cube - White Vinyl.....	132.50	145.75	185.50	_____
_____	815151*	Marche Swivel Ottoman - Gray Fabric.....	234.50	257.95	328.30	_____
_____	815154*	Marche Swivel Ottoman - Red Fabric.....	234.50	257.95	328.30	_____
_____	815159*	Marche Swivel Ottoman - Blue Fabric.....	234.50	257.95	328.30	_____
_____	815152*	Marche Swivel Ottoman - Linen Fabric.....	234.50	257.95	328.30	_____
_____	815157*	Marche Swivel Ottoman - Meadow Green Fabric.....	234.50	257.95	328.30	_____
_____	815158*	Marche Swivel Ottoman - Pear Yellow Fabric.....	234.50	257.95	328.30	_____
_____	815156*	Marche Swivel Ottoman - Plum Fabric.....	234.50	257.95	328.30	_____
_____	815153*	Marche Swivel Ottoman - Raspberry Fabric.....	234.50	257.95	328.30	_____
_____	815155*	Marche Swivel Ottoman - Rose Quartz Fabric.....	234.50	257.95	328.30	_____
_____	815150*	Marche Swivel Ottoman - White Vinyl.....	234.50	257.95	328.30	_____
_____	81526*	Edge LED Cube - High Density Plastic.....	215.00	236.50	301.00	_____
<b>Banquettes</b>						
_____	8506*	Center Cone w/Electrical Charging Outlet.....	634.00	697.40	887.60	_____
_____	8507*	Quarter Curve Ottoman.....	419.00	460.90	586.60	_____
<b>Occasional Chairs</b>						
_____	71089	Black Diamond Side Chair.....	119.00	130.90	166.60	_____
_____	71090	Black Diamond Arm Chair.....	152.50	167.75	213.50	_____
_____	810861*	Laguna Chair - Maple/Chrome.....	144.50	158.95	202.30	_____
_____	210108	Limerick® Chair by Herman Miller.....	73.25	80.60	102.55	_____
_____	8102*	Madrid Chair - Black Vinyl/Chrome.....	849.00	933.90	1,188.60	_____
_____	810816*	Madrid Chair - White Vinyl/Chrome.....	849.00	933.90	1,188.60	_____
_____	810948*	Meeting Chair - White Vinyl.....	303.00	333.30	424.20	_____
_____	810835*	Meeting Chair - Espresso Vinyl.....	227.00	249.70	317.80	_____
_____	810836*	Meeting Chair - Taupe Microfiber.....	297.50	327.25	416.50	_____
_____	8103*	Key West Tub Chair - Black Fabric.....	423.00	465.30	592.20	_____
_____	810843*	Madden Chair - Light Gray Vinyl.....	486.50	535.15	681.10	_____
_____	810814*	ICE Side Chair - Transparent/Chrome.....	222.25	244.50	311.15	_____
_____	810131*	Malba Chair - Gray Molded Plastic.....	104.25	114.70	145.95	_____
_____	810130*	Malba Chair - Green Molded Plastic.....	102.00	112.20	142.80	_____
_____	810846*	Christopher Chair - White Vinyl/Chrome.....	131.75	144.95	184.45	_____
_____	810851*	Zenith Chair - White/Chrome.....	163.50	179.85	228.90	_____
_____	810841*	Rustique Chair - Gunmetal.....	131.75	144.95	184.45	_____
_____	810837*	Razor Armless Chair - White High Density Plastic.....	61.25	67.40	85.75	_____
_____	810875*	Swanson Swivel Chair - White Vinyl.....	288.00	316.80	403.20	_____
_____	810811*	Berlin Stack Chair - White & Red Plastic/Chrome.....	114.75	126.25	160.65	_____
_____	810810*	Berlin Stack Chair - White & Black Plastic/Chrome.....	114.75	126.25	160.65	_____
_____	810847*	Wendy Chair - Clear Acrylic.....	129.50	142.45	181.30	_____

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Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
<b>Conference Chairs</b>						
_____	71046	Gray Gaslift Chair With Arms.....	247.00	271.70	345.80	_____
_____	71045	Gray Gaslift Chair Without Arms.....	217.75	239.55	304.85	_____
_____	810874*	Labrea Chair - Charcoal Gray Fabric.....	337.50	371.25	472.50	_____
_____	81063*	Altura Conference/Guest Chair - Black Fabric/Black Steel.....	337.50	371.25	472.50	_____
_____	810807*	Luxor Executive Chair - Black Vinyl.....	450.00	495.00	630.00	_____
_____	810844*	Pro Executive High Back Chair - White Vinyl.....	297.50	327.25	416.50	_____
_____	810946*	Pro Executive High Back Chair - Black Vinyl.....	303.00	333.30	424.20	_____
_____	810945*	Pro Executive Mid Back Chair - White Vinyl.....	376.00	413.60	526.40	_____
_____	810944*	Pro Executive Mid Back Chair - Black Vinyl.....	364.50	400.95	510.30	_____
_____	810947*	Pro Executive Guest Chair - Black Vinyl.....	393.50	432.85	550.90	_____

**Bars & Barstools**

_____	8501*	Martini Bar.....	1,478.00	1,625.80	2,069.20	_____
_____	71088	Black Diamond Stool.....	184.25	202.70	257.95	_____
_____	71048	Gray Gaslift Stool with Arms.....	283.50	311.85	396.90	_____
_____	71047	Gray Gaslift Stool without Arms.....	264.00	290.40	369.60	_____
_____	810860*	Laguna Barstool - Maple/Chrome.....	182.25	200.50	255.15	_____
_____	210109	Limerick® Stool by Herman Miller.....	123.00	135.30	172.20	_____
_____	810872*	Lift Barstool - Gray Vinyl/Chrome.....	173.25	190.60	242.55	_____
_____	810873*	Lift Barstool - Red Vinyl/Chrome.....	173.25	190.60	242.55	_____
_____	810871*	Lift Barstool - Black Vinyl/Chrome.....	173.25	190.60	242.55	_____
_____	810870*	Lift Barstool - White Vinyl/Chrome.....	173.25	190.60	242.55	_____
_____	810951*	Apex Barstool - Black Vinyl.....	219.75	241.75	307.65	_____
_____	810952*	Apex Barstool - Blue Ultra Suede.....	219.75	241.75	307.65	_____
_____	810953*	Apex Barstool - Red Vinyl.....	219.75	241.75	307.65	_____
_____	810954*	Apex Barstool - White Vinyl.....	219.75	241.75	307.65	_____
_____	810103*	Banana Barstool - White Vinyl/Chrome.....	200.25	220.30	280.35	_____
_____	810104*	Banana Barstool - Black Vinyl/Chrome.....	200.25	220.30	280.35	_____
_____	810850*	Zenith Barstool - White/Chrome.....	163.50	179.85	228.90	_____
_____	810840*	Zoey Barstool - White Vinyl/Chrome.....	324.50	356.95	454.30	_____
_____	810834*	Zoey Barstool - Black Vinyl/Chrome.....	324.50	356.95	454.30	_____
_____	810848*	Christopher Barstool - White.....	224.75	247.25	314.65	_____
_____	810815*	ICE Barstool - Transparent/Chrome.....	237.00	260.70	331.80	_____
_____	810202*	Shark Swivel Barstool - White Plastic/Chrome.....	357.00	392.70	499.80	_____
_____	810839*	Rustique Barstool - Gunmetal.....	131.75	144.95	184.45	_____
_____	810505*	Gin Barstool - Maple Wood/Chrome.....	178.50	196.35	249.90	_____
_____	810200*	Oslo Barstool - Blue Plastic/Chrome.....	254.00	279.40	355.60	_____
_____	810201*	Oslo Barstool - White Plastic/Chrome.....	254.00	279.40	355.60	_____

**Draped Tables & Counters**

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

_____	124330	Draped Table 3'L x 30"H.....	114.75	126.25	160.65	_____
_____	124430	Draped Table 4'L x 30"H.....	143.50	157.85	200.90	_____
_____	124630	Draped Table 6'L x 30"H.....	171.25	188.40	239.75	_____
_____	124830	Draped Table 8'L x 30"H.....	195.25	214.80	273.35	_____
_____	12404630	4th Side Drape 6'L x 30"H.....	48.00	52.80	67.20	_____
_____	12404830	4th Side Drape 8'L x 30"H.....	48.00	52.80	67.20	_____

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before SEPTEMBER 25, 2017



NAME OF SHOW: **Western Coatings Symposium 2017 / October 15-18, 2017**

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

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

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Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
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**Draped Tables & Counters (cont'd)**

**Draped Tables - Tables are 24" wide**

- ☐ Black   ☐ Blue   ☐ Brown   ☐ Green   ☐ Flax  
☐ Gold   ☐ Gray   ☐ Plum   ☐ Red   ☐ White

_____	124342	Draped Counter 3'L x 42"H.....	155.25	170.80	217.35	_____
_____	124442	Draped Counter 4'L x 42"H.....	177.75	195.55	248.85	_____
_____	124642	Draped Counter 6'L x 42"H.....	200.25	220.30	280.35	_____
_____	124842	Draped Counter 8'L x 42"H.....	224.00	246.40	313.60	_____
_____	12404642	4th Side Drape 6'L x 42"H.....	55.25	60.80	N/A	_____
_____	12404842	4th Side Drape 8'L x 42"H.....	55.25	60.80	77.35	_____

**Undraped Tables & Counters**

**Undraped Tables - Tables are 24" wide**

_____	125330	Undraped Table 3'L x 30"H.....	45.00	49.50	63.00	_____
_____	125430	Undraped Table 4'L x 30"H.....	55.25	60.80	77.35	_____
_____	125630	Undraped Table 6'L x 30"H.....	64.00	70.40	89.60	_____
_____	125830	Undraped Table 8'L x 30"H.....	72.75	80.05	101.85	_____
_____	125342	Undraped Counter 3'L x 42"H.....	78.00	85.80	109.20	_____
_____	125442	Undraped Counter 4'L x 42"H.....	88.75	97.65	124.25	_____
_____	125642	Undraped Counter 6'L x 42"H.....	99.25	109.20	138.95	_____
_____	125842	Undraped Counter 8'L x 42"H.....	107.50	118.25	150.50	_____

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

_____	1504100	Black 4'L x 7"H Corrugated Riser.....	30.25	33.30	42.35	_____
_____	1504101	White 4'L x 7"H Corrugated Riser.....	30.25	33.30	42.35	_____
_____	1506100	Black 6'L x 7"H Corrugated Riser.....	35.25	38.80	49.35	_____
_____	1506101	White 6'L x 7"H Corrugated Riser.....	35.25	38.80	49.35	_____
_____	1508100	Black 8'L x 7"H Corrugated Riser.....	40.75	44.85	57.05	_____
_____	1508101	White 8'L x 7"H Corrugated Riser.....	40.75	44.85	57.05	_____
_____	1504200	Black 4'L x 14"H Corrugated Riser.....	46.00	50.60	64.40	_____
_____	1504201	White 4'L x 14"H Corrugated Riser.....	46.00	50.60	64.40	_____
_____	1506200	Black 6'L x 14"H Corrugated Riser.....	56.50	62.15	79.10	_____
_____	1506201	White 6'L x 14"H Corrugated Riser.....	56.50	62.15	79.10	_____
_____	1508200	Black 8'L x 14"H Corrugated Riser.....	66.75	73.45	93.45	_____
_____	1508201	White 8'L x 14"H Corrugated Riser.....	66.75	73.45	93.45	_____

**Pedestal Tables - SoHo Series**

_____	72069	Black Top Cafe Table - 30"H x 24"W.....	173.25	190.60	242.55	_____
_____	72067	Black Top Cafe Table - 30"H x 36"W.....	200.25	220.30	280.35	_____
_____	72066	Black Top Mini Table - 18"H x 18"W.....	148.25	163.10	207.55	_____
_____	72070	Black Top Bistro Table - 42"H x 24"W.....	229.50	252.45	321.30	_____
_____	72068	Black Top Bistro Table - 42"H x 36"W.....	250.00	275.00	350.00	_____

**Pedestal Tables - Chelsea Series**

_____	72063	Butcher Block Top Cafe Table - 30"H x 30"W.....	188.25	207.10	263.55	_____
_____	72064	Butcher Block Top Cafe Table - 30"H x 36"W.....	198.00	217.80	277.20	_____
_____	720163	Butcher Block Top Bistro Table - 42"H x 30"W.....	253.00	278.30	354.20	_____
_____	720164	Butcher Block Top Bistro Table - 42"H x 36"W.....	276.50	304.15	387.10	_____

**Pedestal Tables**

_____	820232*	Standard Base Cafe Table - Liquid White.....	293.50	322.85	410.90	_____
_____	820231*	Standard Base Bar Table - Liquid White.....	270.00	297.00	378.00	_____
_____	8201208*	Hydraulic Base Cafe Table - Maple.....	364.50	400.95	510.30	_____
_____	8201207*	Hydraulic Base Bar Table - Maple.....	379.00	416.90	530.60	_____

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Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
<b>Pedestal Tables (cont'd)</b>						
_____	8201203*	Standard Base Cafe Table - Blue Steel.....	253.50	278.85	354.90	_____
_____	8201204*	Standard Base Bar Table - Blue Steel.....	303.50	333.85	424.90	_____
_____	8201209*	Hydraulic Base Cafe Table - Graphite.....	405.50	446.05	567.70	_____
_____	8201211*	Hydraulic Base Bar Table - Graphite.....	417.00	458.70	583.80	_____
_____	8201206*	Hydraulic Base Cafe Table - Maple.....	414.50	455.95	580.30	_____
_____	8201205*	Hydraulic Base Bar Table - Maple.....	412.00	453.20	576.80	_____
_____	820224*	Hydraulic Base Cafe Table - Liquid White.....	407.50	448.25	570.50	_____
_____	820230*	Hydraulic Base Bar Table - Liquid White.....	407.50	448.25	570.50	_____
_____	820126*	Hydraulic Base Cafe Table - White Laminate.....	414.50	455.95	580.30	_____
_____	820125*	Hydraulic Base Bar Table - White Laminate.....	433.50	476.85	606.90	_____
_____	820241*	Madison Hydraulic Base Cafe Table - Gray Acajou..	324.50	356.95	454.30	_____
_____	820240*	Madison Hydraulic Base Bar Table - Gray Acajou...	324.50	356.95	454.30	_____
_____	820265*	Madison Cafe Table - Gray Acajou.....	256.00	281.60	358.40	_____
_____	820264*	Madison Bar Table - Gray Acajou.....	279.50	307.45	391.30	_____
<b>Occasional, End &amp; Cocktail Tables</b>						
_____	82015*	Silverado End Table - Tempered Glass/Painted Steel.....	271.00	298.10	379.40	_____
_____	82014*	Silverado Cocktail Table - Tempered Glass/Painted Steel.....	288.00	316.80	403.20	_____
_____	82033*	Manhattan Table - Glass/Brushed Metal Base.....	324.50	356.95	454.30	_____
_____	820252*	Alondra End Table - Glass/Chrome.....	237.00	260.70	331.80	_____
_____	820250*	Alondra Cocktail Table - Glass/Chrome.....	329.00	361.90	460.60	_____
_____	820253*	Alondra End Table - Wood/Chrome.....	237.00	260.70	331.80	_____
_____	820251*	Alondra Cocktail Table - Wood/Chrome.....	329.00	361.90	460.60	_____
_____	82028*	Geo End Table - Wood/Black Steel.....	279.50	307.45	391.30	_____
_____	82027*	Geo Cocktail Table - Wood/Black Steel.....	287.00	315.70	401.80	_____
_____	82035*	Geo End Table - Glass/Chrome.....	207.50	228.25	290.50	_____
_____	82034*	Geo Cocktail Table - Glass/Chrome.....	229.50	252.45	321.30	_____
_____	82054*	Sydney End Table - Black Laminate/Brushed Steel..	251.50	276.65	352.10	_____
_____	82055*	Sydney End Table - White Laminate/Brushed Steel..	251.50	276.65	352.10	_____
_____	82052*	Sydney Cocktail Table - Black Laminate/Brushed Steel.....	305.50	336.05	427.70	_____
_____	82053*	Sydney Cocktail Table - White Laminate/Brushed Steel.....	305.50	336.05	427.70	_____
_____	82088*	Oliver End Table - Walnut Finish.....	248.75	273.65	348.25	_____
_____	82087*	Oliver Table - Walnut Finish.....	279.50	307.45	391.30	_____
_____	82075*	Regis End Table - Brushed Metal.....	256.00	281.60	358.40	_____
_____	82074*	Regis Bench Table - Brushed Metal.....	361.00	397.10	505.40	_____
_____	820844*	Aura Round Table - White Metal.....	139.25	153.20	194.95	_____
_____	82057*	Edge LED Cube Table-White Plastic/Clear Acrylic....	215.00	236.50	301.00	_____
_____	82043*	Geo Square-Round Table - Glass/Black Steel.....	331.50	364.65	464.10	_____
_____	82044*	Geo Square-Round Table - Glass/Chrome.....	331.50	364.65	464.10	_____
<b>Conference Tables</b>						
_____	82041*	Geo Conference Table - Glass/Black Steel.....	457.00	502.70	639.80	_____
_____	82051*	Geo Conference Table - Glass/Chrome.....	408.00	448.80	571.20	_____
_____	820260*	Madison Conference Table - Gray Acajou.....	438.50	482.35	613.90	_____
_____	820708*	42" Round Conference Table - White Laminate.....	440.50	484.55	616.70	_____
_____	820203*	6' Oval Conference Table - Graphite Nebula.....	587.00	645.70	821.80	_____
_____	820115*	8' Rectangular Conference Table - Granite.....	699.00	768.90	978.60	_____

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Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
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#### Conference Tables (con't)

	820261*	Madison 5' Conference Table - Gray Acajou.....	530.00	583.00	742.00	
	820262*	Madison 8' Conference Table - Gray Acajou.....	1,059.00	1,164.90	1,482.60	
	820263*	Madison 10' Conference Table - Gray Acajou.....	1,059.00	1,164.90	1,482.60	
	82058*	Communal Table 30"H (Maple with Grommets).....	539.00	592.90	754.60	
	82059*	Communal Table 42"H (Maple with Grommets).....	755.00	830.50	1,057.00	
	82067*	Communal Table 30"H - Maple.....	539.00	592.90	754.60	
	82068*	Communal Table 42"H - Maple.....	755.00	830.50	1,057.00	
	82063*	Communal Table 30"H - White.....	539.00	592.90	754.60	
	82066*	Communal Table 42"H - White.....	755.00	830.50	1,057.00	

#### Office

	84075*	Madison Desk - Gray Acajou.....	637.00	700.70	891.80	
	84077*	Madison Credenza - Gray Acajou.....	533.00	586.30	746.20	
	84078*	Madison Bookcase - Gray Acajou.....	453.00	498.30	634.20	

#### Computer Desk/Tables

	820706*	Work Desk - White Laminate.....	376.00	413.60	526.40	
	820707*	Merlin Table - Gray Laminate.....	395.50	435.05	553.70	

### POWERED

#### Powered Seating

	810120*	Naples Chair, Powered - Black Vinyl.....	728.00	800.80	1,019.20	
	830122*	Naples Loveseat, Powered - Black Vinyl.....	980.00	1,078.00	1,372.00	
	830121*	Naples Sofa, Powered - Black Vinyl.....	1,127.00	1,239.70	1,577.80	
	81021*	Roma Chair, Powered - White Vinyl.....	728.00	800.80	1,019.20	
	83017*	Roma Sofa, Powered - White Vinyl.....	1,127.00	1,239.70	1,577.80	

#### Powered Tables

	82070*	G30 Cocktail Table 18" H, Powered - White Top.....	479.50	527.45	671.30	
	82071*	G30 Cafe Table 30" H, Powered - White Top.....	663.00	729.30	928.20	
	82072*	G30 Bar Table 42" H, Powered - White Top.....	867.00	953.70	1,213.80	
	84083*	Tech Desk w/3 Drawer File Cabinet, Powered - Black Metal.....	664.00	730.40	929.60	
	84084*	Tech Desk, Powered - Black Metal.....	585.00	643.50	819.00	
	82076*	Sydney Cocktail Table, Powered Black.....	452.00	497.20	632.80	
	82073*	Sydney Cocktail Table, Powered White.....	452.00	497.20	632.80	

#### Powered Product Pedestals

	85060*	Powered Locking Pedestal 36" H, Black.....	528.00	580.80	739.20	
	85061*	Powered Locking Pedestal 36" H, White.....	528.00	580.80	739.20	
	85062*	Powered Locking Pedestal 42" H, Black.....	634.00	697.40	887.60	
	85063*	Powered Locking Pedestal 42" H, White.....	634.00	697.40	887.60	

### DISPLAY & ACCESSORIES

#### Product Storage

	84080*	3 Door File Cabinet on Castors - Black .....	202.75	223.05	283.85	
	74082	File Cabinet w/Lock - Two Drawer - Standard Size...	247.50	272.25	346.50	
	74081	File Cabinet w/Lock - Four Drawer - Standard Size..	341.00	375.10	477.40	

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Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
<b>Refrigerator</b>						
_____	75057	Small Refrigerator.....	332.00	365.20	464.80	_____
_____	8503001*	Refrigerator - White.....	840.00	924.00	1,176.00	_____
<b>Lighting</b>						
_____	850707*	Mason Table Lamp - White/Brushed Silver.....	166.00	182.60	232.40	_____
_____	850708*	Mason Floor Lamp - White/Brushed Silver.....	246.75	271.45	345.45	_____
<b>Display</b>						
_____	75020	Display Cylinder - Black - Low.....	207.00	227.70	289.80	_____
_____	75021	Display Cylinder - Black - Medium.....	221.00	243.10	309.40	_____
_____	75022	Display Cylinder - Black - High.....	250.00	275.00	350.00	_____
_____	75030	Display Cube - Black - 12" Small.....	234.00	257.40	327.60	_____
_____	75031	Display Cube - Black - 18" Medium.....	234.00	257.40	327.60	_____
_____	75032	Display Cube - Black - 24" Large.....	234.00	257.40	327.60	_____
_____	75079	Orion Computer Kiosk - Black.....	421.00	463.10	589.40	_____
_____	72056	Display Counter - Black.....	421.50	463.65	590.10	_____
<b>Tablet Stand</b>						
_____	850714*	Mobile Tablet Stand - White.....	320.50	352.55	448.70	_____
_____	850715*	Mobile Tablet Stand - Black.....	320.50	352.55	448.70	_____
<b>Tablet Stand Accessories</b>						
_____	850711*	Brochure Holder - Black.....	31.75	34.95	44.45	_____
_____	850712*	Wireless Printer Holder - Black.....	31.75	34.95	44.45	_____
_____	850713*	Charging Shelf - Black.....	31.75	34.95	44.45	_____
<b>Accessories</b>						
_____	220121	Chrome Stanchion w/8' Retractable Belt.....	82.75	91.05	115.85	_____
_____	220118	Chrome Sign Holder.....	88.75	97.65	124.25	_____
_____	750135	Round Literature Rack.....	330.00	363.00	462.00	_____
_____	750136	Flat Literature Rack.....	233.75	257.15	327.25	_____
_____	220109	Chrome Coat Tree.....	62.00	68.20	86.80	_____
_____	220134	Aluminum Easel.....	58.25	64.10	81.55	_____
_____	220110	Chrome Bag Rack.....	126.00	138.60	176.40	_____
_____	10201484	Floor Standing Bulletin Board.....	206.75	227.45	289.45	_____
_____	220106	Corrugated Wastebasket.....	17.00	18.70	23.80	_____
_____	220107	Wastebasket.....	24.00	26.40	33.60	_____
<b>Special Drape</b>						
<div> <b>Special Drape</b>  <input type="checkbox"/> Black   <input type="checkbox"/> Blue   <input type="checkbox"/> Brown   <input type="checkbox"/> Green   <input type="checkbox"/> Flax  <input type="checkbox"/> Gold   <input type="checkbox"/> Gray   <input type="checkbox"/> Plum   <input type="checkbox"/> Red   <input type="checkbox"/> White </div>						
_____	12103	Special Drape 3'H (per ft.).....	16.00	17.60	22.40	_____
_____	12108	Special Drape 8'H (per ft.).....	18.00	19.80	25.20	_____

**TOTAL COST**

_____	+	_____	=	_____
Sub-Total		8.25% Tax		Total Cost

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

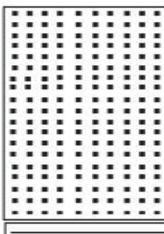
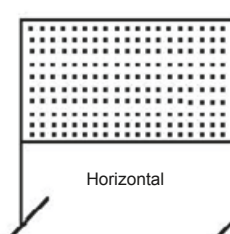
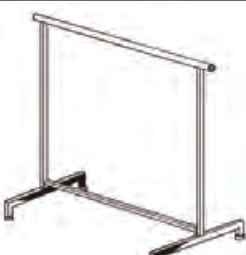



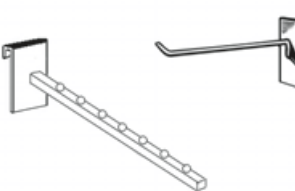

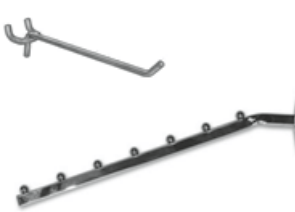

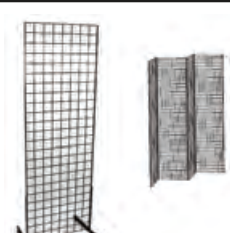
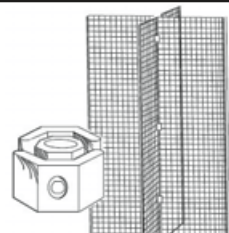
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## ACCESSORIES

 <p>Vertical</p> <p>PERFBOARD SINGLE SIDED</p>	 <p>Horizontal</p> <p>PERFBOARD SINGLE SIDED</p>	 <p>CHROME GARMENT RACK</p>	 <p>COLLAPSIBLE SECURITY CONTAINER</p>
 <p>2 WAY STRAIGHT ARM</p>	 <p>4 WAY SLANT ARM</p>	 <p>GRID ACCESSORIES</p>	 <p>GRID LEGS</p>
 <p>PERFBOARD HOOKS AND ACCESSORIES</p>	 <p>TICKET TUMBLER</p>	 <p>2' x 8' GRID PANELS</p>	 <p>4 WAY CONNECTORS</p>

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
<b>PERFBOARDS / BULLETIN BOARDS</b>						
___	10201178	1M x 8'H Single Side-Vert (White)...	227.75	250.55	318.85	
___	10201179	1M x 8'H Single Side-Vert (Gray)...	N/A	N/A	N/A	
___	10201182	1/2 M x 8'H Single Side-Vert.....	171.25	188.40	239.75	
___	10201480	4' x 8' Single Side-Horz.....	227.75	250.55	318.85	
___	102040	4" Single Hook.....	3.05	3.35	4.25	
___	102060	6" Single Hook.....	3.05	3.35	4.25	
___	102080	8" Single Hook.....	3.05	3.35	4.25	
___	10205	12" Shelf Bracket.....	18.75	20.65	26.25	
___	10207	7-Ball Waterfall Arm.....	35.25	38.80	49.35	

<b>GRIDS</b>						
___	103028	Chrome Grid.....	97.50	107.25	136.50	
___	103010	Black Grid.....	97.50	107.25	136.50	
___	103011	White Grid.....	97.50	107.25	136.50	
___	103040	Grid Legs (Chrome).....	28.50	31.35	39.90	
___	103041	Grid Legs (Black).....	28.50	31.35	39.90	
___	103042	Grid Legs (White).....	28.50	31.35	39.90	
___	103030	Grid Connectors.....	35.25	38.80	49.35	

<b>GRIDS (continued)</b>						
___	10303	3-Ball Waterfall Arm.....	29.25	32.20	40.95	
___	10305	5-Ball Waterfall Arm.....	31.50	34.65	44.10	
___	10307	7-Ball Waterfall Arm.....	35.25	38.80	49.35	
___	10309	Cleaver Clip.....	5.75	6.35	8.05	
___	103044	4" Single Hook.....	3.05	3.35	4.25	
___	103046	6" Single Hook.....	3.05	3.35	4.25	
___	103048	8" Single Hook.....	3.05	3.35	4.25	

<b>ACCESSORIES</b>						
___	151010	Collapsible Security Container.....	342.00	376.20	478.80	
___	15905	Fish Bowl.....	33.50	36.85	46.90	
___	159011	Ticket Tumbler - Small.....	125.50	138.05	175.70	
___	10405	Garment Rack.....	136.75	150.45	191.45	
___	10404	4-way Slant Arm.....	171.25	188.40	239.75	
___	10403	2-way Straight Arm.....	136.25	149.90	190.75	

TOTAL COST		
Sub-Total	8.25 % Tax	Total Cost

Freeman accessories

Take advantage of the Online price  
by ordering at [www.freeman.com](http://www.freeman.com)  
before SEPTEMBER 25, 2017



# FROM THE GROUND UP

.....

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

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



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



## PRESTIGE CARPET

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

Freeman's prestige carpet packages include new 10-foot-wide carpet, delivery, Visqueen covering, installation, carpet tape, carpet removal and all carpet material handling fees. Price includes environmentally friendly disposal of carpet after usage. Foam carpet padding is available for a minimal fee. If you have a large order, please contact us to see if volume discounts may apply.

### Custom Options

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



*black\**



*cardinal*



*charcoal\**



*cream*



*gray pearl\**



*navy\**



*toast*



*wedgewood*



*white\**

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

## CLASSIC CARPET

### Custom Cut

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

### Standard Cut

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



*black*



*blue*



*gray*



*green*



*latte*



*midnight blue*



*plum*



*red*



*red pepper*



*tuxedo*

*Actual colors may vary slightly*

# FREEMAN

6555 West Sunset Rd  
Las Vegas, NV 89118  
(702) 579-1700 Fax: (469) 621-5604

ONLINE PRICE  
DISCOUNT PRICE  
DEADLINE DATE  
SEPTEMBER 25, 2017

INCLUDE THE FREEMAN METHOD OF  
PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **Western Coatings Symposium 2017 / October 15-18, 2017**

COMPANY NAME: BOOTH #: BOOTH SIZE: X

CONTACT NAME : PHONE #:

E-MAIL ADDRESS :

For Assistance, please call (702) 579-1700 to speak with one of our experts.

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

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

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

## 10' CLASSIC CARPET , PADDING & PLASTIC COVERING

### CHOOSE YOUR CARPET COLOR:

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

Qty	Description	Online Price	Discount Price	Standard Price	Total
	10' x 10' Classic Carpet .....	\$ 314.25	\$ 345.70	\$ 439.95	
	10' x 20' Classic Carpet .....	\$ 628.50	\$ 691.35	\$ 879.90	
	10' x 30' Classic Carpet .....	\$ 942.75	\$ 1,037.05	\$ 1,319.85	
	10' x 40' Classic Carpet .....	\$ 1,257.00	\$ 1,382.70	\$ 1,759.80	
	10' x 10' Carpet Padding - Single Layer.....	\$ 103.00	\$ 113.30	\$ 144.20	
	10' x 20' Carpet Padding - Single Layer.....	\$ 206.00	\$ 226.60	\$ 288.40	
	10' x 30' Carpet Padding - Single Layer.....	\$ 309.00	\$ 339.90	\$ 432.60	
	10' x 40' Carpet Padding - Single Layer.....	\$ 412.00	\$ 453.20	\$ 576.80	
	10' x 10' Carpet Padding - Double Layer.....	\$ 206.00	\$ 226.60	\$ 288.40	
	10' x 20' Carpet Padding - Double Layer.....	\$ 412.00	\$ 453.20	\$ 576.80	
	10' x 30' Carpet Padding - Double Layer.....	\$ 618.00	\$ 679.80	\$ 865.20	
	10' x 40' Carpet Padding - Double Layer.....	\$ 824.00	\$ 906.40	\$ 1,153.60	
	Plastic Covering (price per sq. ft.).....	\$ .65	\$ .70	\$ .90	

## 9' CLASSIC CARPET , PADDING & PLASTIC COVERING

### CHOOSE YOUR CARPET COLOR:

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

Qty	Description	Online Price	Discount Price	Standard Price	Total
	9' x 10' Classic Carpet .....	\$ 184.75	\$ 203.25	\$ 258.65	
	9' x 20' Classic Carpet .....	\$ 369.50	\$ 406.45	\$ 517.30	
	9' x 30' Classic Carpet .....	\$ 554.25	\$ 609.70	\$ 775.95	
	9' x 40' Classic Carpet .....	\$ 739.00	\$ 812.90	\$ 1,034.60	
	9' x 10' Carpet Padding - Single Layer.....	\$ 92.75	\$ 102.05	\$ 129.85	
	9' x 20' Carpet Padding - Single Layer.....	\$ 185.50	\$ 204.05	\$ 259.70	
	9' x 30' Carpet Padding - Single Layer.....	\$ 278.25	\$ 306.10	\$ 389.55	
	9' x 40' Carpet Padding - Single Layer.....	\$ 371.00	\$ 408.10	\$ 519.40	
	9' x 10' Carpet Padding - Double Layer.....	\$ 185.50	\$ 204.05	\$ 259.70	
	9' x 20' Carpet Padding - Double Layer.....	\$ 371.00	\$ 408.10	\$ 519.40	
	9' x 30' Carpet Padding - Double Layer.....	\$ 556.50	\$ 612.15	\$ 779.10	
	9' x 40' Carpet Padding - Double Layer.....	\$ 742.00	\$ 816.20	\$ 1,038.80	
	Plastic Covering (price per sq. ft.).....	\$ .65	\$ .70	\$ .90	

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

TOTAL COST			
Sub- Total	+	8.25% Tax	= Total Cost

FREEMAN standard size carpet

Take advantage of the Online price  
by ordering at [www.freeman.com](http://www.freeman.com)  
before SEPTEMBER 25, 2017

# FREEMAN

6555 West Sunset Rd  
Las Vegas, NV 89118  
(702) 579-1700 Fax: (469) 621-5604

ONLINE PRICE  
DISCOUNT PRICE  
DEADLINE DATE  
SEPTEMBER 25, 2017

INCLUDE THE FREEMAN METHOD OF  
PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **Western Coatings Symposium 2017 / October 15-18, 2017**

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

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

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

For Assistance, please call **(702) 579-1700** to speak with one of our experts.

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

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

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

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

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

Sample: Booth Size: 10 x 25 = 250 sq. ft. @ \$ **3.30**

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

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

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

Per sq. ft.	Booth Size: _____ x _____ = _____ sq. ft. @	Online Price	Discount Price	Standard Price	Total
		\$ <b>3.30</b>	\$ <b>3.65</b>	\$ <b>4.60</b>	_____

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

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

☐ Black ☐ Cardinal ☐ Charcoal ☐ Cream ☐ Gray Pearl ☐ Navy ☐ Toast ☐ Wedgewood ☐ White

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

	Booth Size: _____ x _____ = _____ sq. ft. @	Online Price	Discount Price	Standard Price	Total
<b>1 - 700 sq. ft.</b>		\$ <b>3.90</b>	\$ <b>4.30</b>	\$ <b>5.45</b>	_____
<b>Over 700 sq. ft.</b>		\$ <b>3.60</b>	\$ <b>3.95</b>	\$ <b>5.05</b>	_____

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

☐ Black ☐ Charcoal ☐ Gray Pearl ☐ Navy ☐ White

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

	Booth Size: _____ x _____ = _____ sq. ft. @	Online Price	Discount Price	Standard Price	Total
<b>1 - 700 sq. ft.</b>		\$ <b>4.65</b>	\$ <b>5.10</b>	\$ <b>6.50</b>	_____
<b>Over 700 sq. ft.</b>		\$ <b>4.05</b>	\$ <b>4.45</b>	\$ <b>5.65</b>	_____

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

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

Sample: Booth Size: 10 x 25 = 250 sq. ft. @ \$ **1.10**

Qty	Description	Price per sq. ft. (90 sq. ft. minimum)	Online Price	Discount Price	Standard Price	Total
_____	Carpet Padding -1/2" (90 - 700 sq. ft.)		\$ <b>1.10</b>	\$ <b>1.20</b>	\$ <b>1.55</b>	_____
_____	Carpet Padding-1/2" (Over 700 sq. ft.)		\$ <b>.85</b>	\$ <b>.95</b>	\$ <b>1.20</b>	_____
_____	Double Carpet Padding - 1/2" (90 - 700 sq. ft.)		\$ <b>2.20</b>	\$ <b>2.40</b>	\$ <b>3.10</b>	_____
_____	Double Carpet Padding -1/2" (Over 700 sq. ft.)		\$ <b>1.70</b>	\$ <b>1.90</b>	\$ <b>2.40</b>	_____

### TOTAL COST

Sub- Total	+	8.25% Tax	=	Total Cost
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INCLUDE THE FREEMAN METHOD OF  
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NAME OF SHOW: **Western Coatings Symposium 2017 / October 15-18, 2017**

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

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

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

For Assistance, please call (702) 579-1700 to speak with one of our experts.

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

## CLEANING SERVICES

- Cleaning Services include vacuuming of booth area and emptying wastebasket at time of vacuuming.
- Prices are based on total square footage of booth regardless of area to be cleaned.
- 100 sq. ft. minimum.
- Our exclusive cleaning contract for this show will not permit other service contractors, including exhibitor appointed contractors to provide this service.
- **Show Site Prices will apply to all cleaning orders placed at show site.**

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

Qty (sq. ft.)	Part #	Description	Advance Price	Show Site Price	Total
_____	610100	Booth Vacuuming - One Time .....	.43	.60	_____
_____	610200	Booth Vacuuming - 2 Days .....	.81	1.15	_____
_____	610300	Booth Vacuuming - 3 Days .....	N/A	N/A	_____
_____	610400	Booth Vacuuming - 4 Days .....	N/A	N/A	_____

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

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

Qty (sq. ft.)	Part #	Description	Advance Price	Show Site Price	Total
_____	630100	Shampoo Carpet - One Time .....	.72	1.00	_____
_____	630200	Shampoo Carpet - 2 Days .....	1.44	2.00	_____
_____	630300	Shampoo Carpet - 3 Days .....	N/A	N/A	_____

### PORTER SERVICE (per day)

Qty (# days)	Part #	Description	Advance Price	Show Site Price	Total
_____	620500	Exhibit Area / Under 500 sq.ft. ....	131.25	183.75	_____
_____	6201500	Exhibit Area / 501 - 1,500 sq. ft. ....	163.00	228.20	_____
_____	6202500	Exhibit Area / 1,501 - 2,500 sq. ft. ....	191.00	267.40	_____
_____	6203500	Exhibit Area / Over 2,500 sq.ft.....	Call for Quote		

### TOTAL COST

_____	+	_____	=	_____
Sub-Total		N/A %Tax		Total Cost

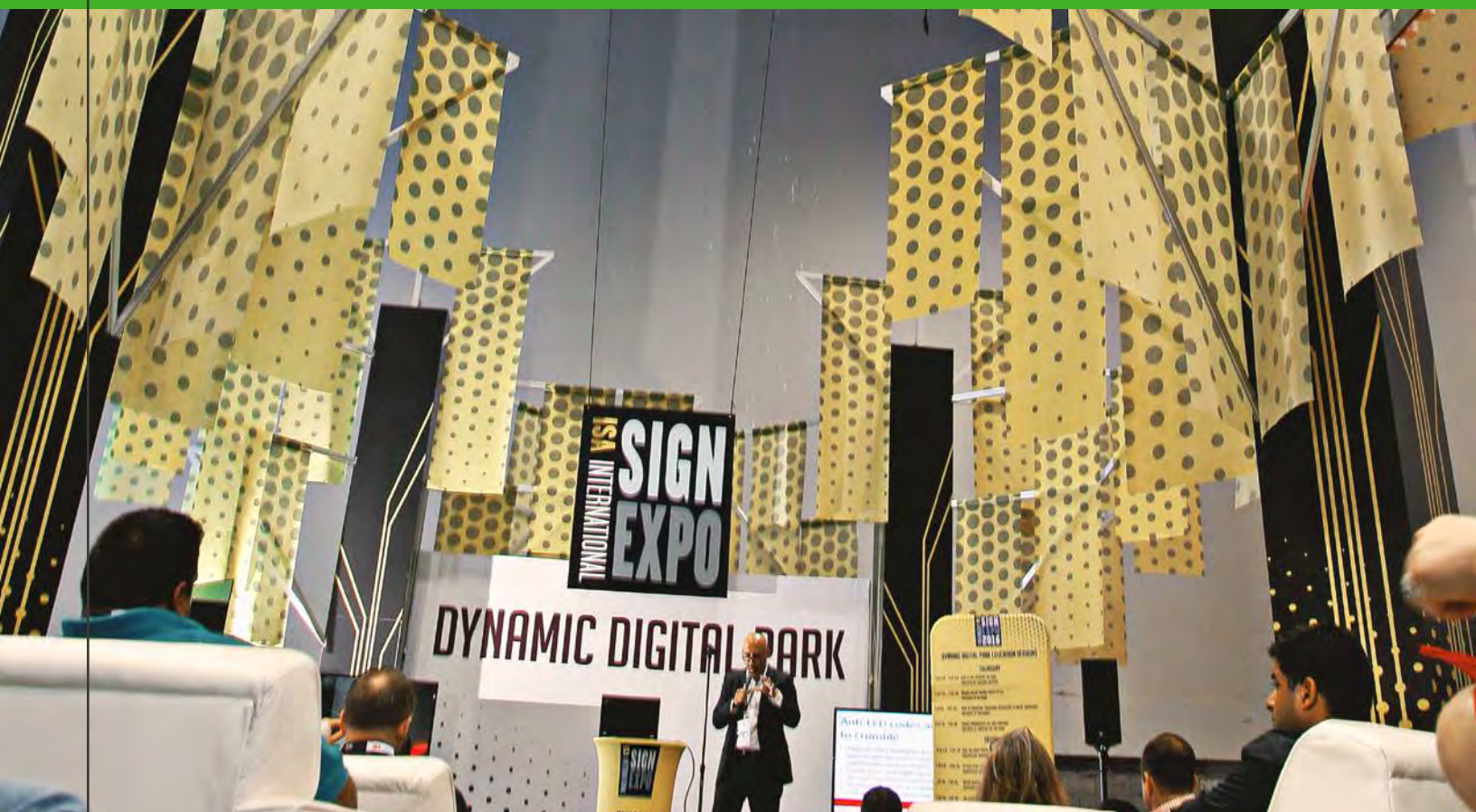


# SEEING IS BELIEVING

.....

Quality graphics contribute significantly to the impact of your exhibit. With state-of-the-art design and printing capabilities, Freeman brings your banners, signage, and exhibit graphics to life in a larger-than-life way. Our graphics products redefine "high definition," which means your brand has never been seen like this before.

- Photo-quality / high-resolution printing on a variety of rigid and rolled material including honeycomb, foam, Polyfoam, PVC, acrylic, fabric, vinyl and mesh materials
- Grand Format printers provide high-resolution digital printing of single and double-sided banners in virtually any size
- Electronic file transfer, in-house printing, and company-wide procedure standardization allow us to control quality, cost and scheduling on a nationwide basis
- Freeman's extensive resources ensure that last minute repairs and replacements are handled efficiently as needed, no matter where your event may be located



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

## CREATING VISUAL EXCITEMENT

Quality graphics contribute significantly to the impact of your exhibit. Vivid colors and sharp images attract attention, build traffic, and communicate messages more effectively. Freeman has invested in the latest printing technology and has the skills to provide you with the finest high-resolution digital graphic reproduction available.

## STATE-OF-THE-ART CAPABILITIES

Freeman can provide four-color, photo-quality, high-resolution digital printing in virtually any size for banners, signage, exhibit graphics, and more. Each Freeman location has stand-alone printing capabilities, along with two additional graphic locations for additional support and for special requirements.

## SUPERIOR QUALITY CONTROL

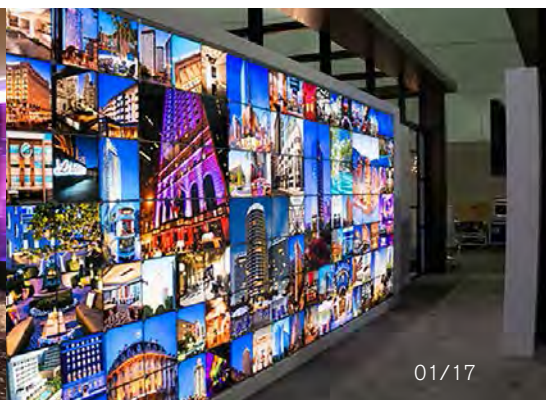
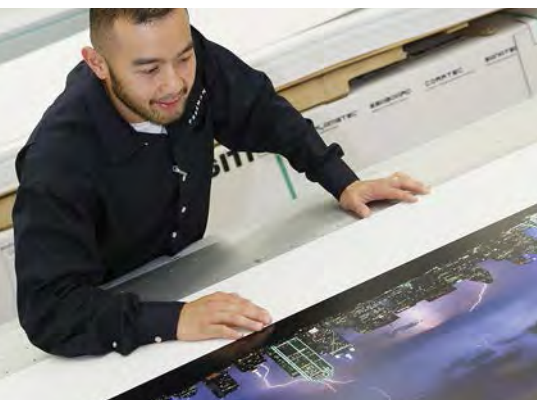
Electronic file transfer, in-house printing, and company-wide standardization of procedures allow us to control quality, cost and scheduling for our customers on a nationwide basis. Last minute repairs and replacements are handled efficiently through our nationwide resources.

## DEPTH OF RESOURCES

- 5M UV roll printers provide grand format, four-color, high-resolution digital printing of single and double-sided banners up to 10' wide and virtually any size with seams.
- 3M Dye Sublimation printers provide 10' fabric graphics that work perfectly in our SmartWall panel system.
- UV flatbeds print directly to a variety of ridged materials and offer a 100% recyclable graphic when using a cardboard substrate.
- Large format Eco-Solvent printers produce high quality graphics for wall, carpet and window applications.
- 3M high speed digital cutters allow for precise cutting of multiple panel applications and also custom router graphic panels.
- Computer-aided graphic design & layout available for your assistance.

## REPRODUCTION AND INSTALLATION

- Suspended banners
- Accent graphic photo panels
- Large format signage and banners
- Logo reproduction
- Backlit displays and murals
- Four-color carpet image printing



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

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

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

For Assistance, please call (702) 579-1700 to speak with one of our experts.

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

## GRAPHICS

To order your graphics, complete this order form and attach your sign copy or electronic file.

Please see artwork guidelines for electronic files on page 2 of this form.

Note: All graphics are subject to a 100% Cancellation Charge.

### DIGITAL GRAPHICS

Freeman has the capabilities to provide you with the finest digital graphic reproduction available. Capabilities include four-color, photo-quality, high-resolution digital printing virtually any size for banners, signage, exhibit graphics and more.

\_\_\_\_\_ L X \_\_\_\_\_ W = \_\_\_\_\_ sq.ft.  
\$ 16.50 per sq. ft. discount price  
sq. ft. \_\_\_\_\_ x or \_\_\_\_\_ = \$ \_\_\_\_\_  
\$ 24.75 per sq. ft. standard price

- Minimum order per graphic 9 sq. ft. (1296 sq. in.)
- Double sq. ft. for double-sided graphics
- Round sq. ft. to next whole increment
- File conversion, retouching, cloning or color correcting may incur additional labor charges. (See reverse side for graphic guidelines.)

### LARGE DIGITAL GRAPHICS

Please call an Exhibitor Sales Specialist for price quotes on graphics over 80 sq. ft.

File Information:

Electronic File Name \_\_\_\_\_

Application \_\_\_\_\_

PMS Colors \_\_\_\_\_

### Backing Material:

- |   |  |
|---|--|
| <input type="checkbox"/> Freeman Foam (Foamcore)        | <input type="checkbox"/> Masonite                      |
| <input type="checkbox"/> Freeman PVC (PVC)              | <input type="checkbox"/> Plexi                         |
| <input type="checkbox"/> Freeman HD Foam (Gatorfoam)    | <input type="checkbox"/> Freeman Honeycomb (Eco-Board) |
| <input type="checkbox"/> Freeman Polyfoam (Ultra Board) | <input type="checkbox"/> Other                         |

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

Vertical Horizontal Use Your Judgment For Sign Layout

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### Special Instructions

### STANDARD SIZES

#### CHOOSE YOUR SIZE:

QTY.	Discount Price	Standard Price	TOTAL
7" x 11"	@ 48.00	72.00 =	
7" x 22"	@ 56.75	85.15 =	
7" x 44"	@ 69.25	103.90 =	
9" x 44"	@ 75.75	113.65 =	
11" x 14"	@ 59.00	88.50 =	
14" x 22"	@ 69.25	103.90 =	
14" x 44"	@ 95.75	143.65 =	
22" x 28"	@ 95.75	143.65 =	
28" x 44"	@ 195.25	292.90 =	
20" x 60"	@ 189.00	283.50 =	

(white only)

Note: File conversion, retouching, cloning or color may incur additional labor charges. (See reverse side for graphic guidelines.)

### INDICATE YOUR SIGN COPY HERE:

\* Please feel free to attach additional sign copy on separate page.

Vertical

Horizontal

Use Your Judgment For Sign Layout

Background Color:

Lettering Color:

### TOTAL COST

Sub-Total	+	8.25 % Tax	=	Total Cost
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FREEMAN graphics



## CUSTOMER GUIDELINES FOR SUBMITTING GRAPHICS ARTWORK

*Our goal is to provide you with the best possible quality graphics for your event or exhibit. You can help us in that effort by providing digital art files using the following guidelines. If you are sending us completed, print-ready files, please pass the following information on to your graphics designer or art department. Two overall considerations for submitting acceptable artwork involves proper resolution or size of the file to avoid poor quality images, and proper color matching information and proofs to ensure accurate color reproduction.*

### PLEASE PROVIDE THE FOLLOWING WHEN SUBMITTING ART

RASTER ART (photos, logos containing any continuous tone images):

- Art submitted at 1:1 (100%), resolution should be no less than 60 dpi (100 dpi preferred)
- Art submitted at 2:1 (50%), resolution should be no less than 120 dpi (200 dpi preferred)
- Art submitted at 4:1 (25%), resolution should be no less than 240 dpi (400 dpi preferred)

VECTOR ART:

- Logos should be vector and have outlined fonts (if provided as bitmap, please use high-res images)

FONTS and LINKS

- Supply all fonts used in your design (zip Mac fonts). If unsure how to collect fonts, convert them to outlines
- Supply all links used in your document. Use packaging feature if available. If unsure how to collect links, embed them in the file when saving.

COLOR

- If PMS color matching is required, please use original Pantone + Solid Coated swatches in your artwork. Modifying Pantone names will result in printing default color (CMYK)
- CMYK artwork will be produced "As Is". Our color output is balanced and vibrant.
- Convert RGB art to CMYK if possible.
- If you are sending Certified Color Proofs (Gracol, Swop, Fogra), please provide ICC file information used to print your samples. Best option would be to include ICC chart on your prints.

ARTWORK IN THE STRUCTURE

- Please note that any panels going in the metal frame will hide 1/4" of your art all the way around. If you have a continuous wall where individual panels are divided by metal, use 1.25" spacing in between each panel to account for gaps and the natural flow of the graphics.

### ACCEPTABLE FILE SOFTWARE

We are capable of working with both PC and MAC based software, and can accept art created with the ADOBE Creative Suite - Illustrator, InDesign, and Photoshop

Always provide the following:

- Native files with fonts and links (zipped)
- High-res PDF-X/4 exports of the files

### ACCEPTABLE FILE TYPES and SUPPORT FILES

NATIVE FILES:

- AI CLOUD (CC) file with Packaged supporting links and fonts. You may keep images linked but Packaging feature must be used.
- AI (CS6, CS5, CS4...) file with embedded links and outlined fonts
- EPS file with embedded links and outlined fonts
- INDD file with Packaged supporting links and fonts

PRINT FILES:

- High-res PDF-X/4 (preferred)
- AI with PDF content (choose this option when saving file)
- EPS files with embedded links and outlined fonts

RASTER OR BITMAP ART:

- Photoshop EPS (preferred, use 8-bit preview, Max, Quality JPG compression)
- PSD (make sure font layers are rasterized)
- TIFF, JPG (quality 8 and higher)

Mac users: Use Zip or Stuffit programs when submitting fonts other than OTF (Open Type Fonts)

### WAYS TO SEND ARTWORK

• Files below 10 MB can be delivered via email. Larger files may be posted to Freeman's FTP site. You may get the password and other needed information from your Freeman service representative in order to post files. However, a hard copy proof and backup of the files on CD-Rom/DVD may be required to be sent via overnight delivery in addition to posting the electronic files. Please call (702) 579-1700 for assistance.

# LET US DO THE HEAVY LIFTING

Freeman specialists are ready to assist you with all of your exhibit requests, from beginning to end. And when it comes to installing and dismantling exhibits, we make no exceptions. Whether it's shipping and storage, emergency on-site repairs, basic installation and dismantling or support service coordination, including electrical, furnishings and more, Freeman has the resources and capabilities to ensure the most successful show experience possible.



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



Freeman installation & dismantling experts work closely with you to coordinate every phase of your trade show participation, including:

- Pre-planning and budget consultation
- Skilled labor coupled with support services coordination - electrical, furnishings, floral, transportation, and audio visual
- On-site supervisors with dedicated floor managers
- Full, in-house carpentry for emergency repairs and refurbishing
- Post-show evaluations focused on incremental improvement to meet rapidly changing market conditions based upon customer feedback
- Post-show evaluations that help identify small changes that make big impacts

## ON-SITE SUPERVISION

You may wish to supervise labor on your own, but if you need assistance, Freeman installation & dismantling experts will get the job done as an extension of your team.

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### If You Use Freeman Staff

Exhibits can be set up prior to your arrival under the direction of Freeman I&D supervisors.



# FREEMAN

6555 West Sunset Road  
Las Vegas, NV 89118  
(702) 579-1700 • Fax: (469) 621-5604

ORDER FORM  
DEADLINE DATE  
SEPTEMBER 25, 2017

INCLUDE THE FREEMAN METHOD OF  
PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **Western Coatings Symposium 2017 / October 15-18, 2017**

COMPANY NAME:

BOOTH #:

CONTACT NAME:

PHONE #:

E-MAIL ADDRESS:

For Assistance, please call 702-579-1400 and ask to speak with our I & D Department.

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

## DISPLAY LABOR (One Hour Minimum per Worker)

	Description	Advance Price	Show Site Price
<b>Straight Time-</b>	8:00 A.M. to 5:00 P.M. Monday through Friday .....	\$ 109.50	\$ 153.50
<b>Overtime-</b>	5:00 P.M. to 8:00 A.M. Monday through Friday, All day Saturday, Sunday and recognized holidays .....	\$ 181.00	\$ 253.50

- Show Site prices will apply to all labor orders placed at show site.
- Price is per person/per hour.
- Start time guaranteed only at start of working day and at the close of the show.
- One hour minimum per man - labor thereafter is charged in half (1/2) hour increments.
- Supervisor must check in at Service Desk to pickup labor.
- Labor must be canceled in writing, 24 hours in advance to avoid a one (1) hour cancellation fee per worker.
- When scheduling dismantle labor, be sure to allow sufficient time for empty containers to be returned to your booth
- Freeman supervised jobs will be completed at our discretion prior to show opening and before the hall must be cleared. **Please include setup plan/photo, special instructions & inbound shipping information with this order.**

## INSTALLATION LABOR

☐ **Freeman Supervised Labor** - Please complete the reverse side of this form.

- Installation of your exhibit will be completed at our discretion prior to show opening
- The charge for this service is 30% of the total installation labor bill, with a minimum of \$45.00

Emergency contact: \_\_\_\_\_ Phone Number: \_\_\_\_\_

☐ **Exhibitor Supervised Labor**

Supervisor will be: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Date	Start Time	No. of People	Approx. Hrs. per Person	Total Hrs.	Hourly Rate	Estimated Total Cost
_____	_____	_____	x _____ = _____	@ \$ _____	= \$ _____	
_____	_____	_____	x _____ = _____	@ \$ _____	= \$ _____	
_____	_____	_____	x _____ = _____	@ \$ _____	= \$ _____	
Freeman Supervision (30%/\$45.00)						= \$ _____
Tax						= \$ <b>(N/A)</b>
Total Installation						= \$ _____

## DISMANTLE LABOR

☐ **Freeman Supervised Labor** - Please complete the reverse side of this form.

- Freeman is not responsible for product or literature that is not properly packed and labeled by exhibitor
- The charge for this service is 30% of the total dismantle labor bill, with a minimum of \$45.00

Emergency contact: \_\_\_\_\_ Phone Number: \_\_\_\_\_

☐ **Exhibitor Supervised Labor**

Supervisor will be: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Date	Start Time	No. of People	Approx. Hrs. per Person	Total Hrs.	Hourly Rate	Estimated Total Cost
_____	_____	_____	x _____ = _____	@ \$ _____	= \$ _____	
_____	_____	_____	x _____ = _____	@ \$ _____	= \$ _____	
_____	_____	_____	x _____ = _____	@ \$ _____	= \$ _____	
Freeman Supervision (30%/\$45.00)						= \$ _____
Tax						= \$ <b>(N/A)</b>
Total Dismantle						= \$ _____

If you have questions or need assistance in completing your order, please call your Freeman I & D Representative.

NAME OF SHOW: **Western Coatings Symposium 2017 / October 15-18, 2017**

COMPANY NAME:

BOOTH #:

CONTACT NAME:

PHONE #:

E-MAIL ADDRESS:

For Assistance, please call 702-579-1400 and ask to speak with our I & D Department.

### FREEMAN SUPERVISED LABOR

***IN ORDER TO BETTER SERVE YOU - PLEASE COMPLETE THE FOLLOWING INFORMATION IF YOUR DISPLAY IS TO BE SET-UP AND/OR DISMANTLED BY FREEMAN I&D AND YOU WILL NOT BE PRESENT TO SUPERVISE THE INSTALLATION AND/OR DISMANTLE.***

### INBOUND SHIPPING & SET UP INFORMATION

**PLEASE NOTE:** Should you have more than one shipment, please provide the information for all shipments.

Freight will be shipped to: Warehouse \_\_\_\_\_ Show Site \_\_\_\_\_ Date Shipped \_\_\_\_\_ Carrier: \_\_\_\_\_

Total No. of: Crates \_\_\_\_\_ Cartons \_\_\_\_\_ Fiber Cases \_\_\_\_\_

Setup Plan/Photo: Attached \_\_\_\_\_ To Be Sent With Exhibit \_\_\_\_\_ In Crate No. \_\_\_\_\_

Carpet: With Exhibit \_\_\_\_\_ Rented From Freeman \_\_\_\_\_ Color \_\_\_\_\_ Size \_\_\_\_\_

Electrical Placement/Order: Drawing Attached (required) \_\_\_\_\_ Drawing With Exhibit \_\_\_\_\_ Electrical Under Carpet \_\_\_\_\_

Comments: \_\_\_\_\_

Graphics: With Exhibit \_\_\_\_\_ Shipped Separately \_\_\_\_\_

Comments: \_\_\_\_\_

Special Tools/Hardware/Equipment Required: \_\_\_\_\_

### OUTBOUND SHIPPING INFORMATION

**PLEASE NOTE:** Should you have more than one shipment, please provide the information for all shipments.

SHIP TO: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Select a Carrier:

☐

**Freeman Exhibit Transportation:**

No need to schedule your outbound shipment.  
Charges will appear on your Freeman invoice.

☐

**Other Carrier:**

Carrier Name: \_\_\_\_\_  
Carrier Phone: \_\_\_\_\_

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

Select Level of Service:

☐ 1 Day: Delivery next business day

☐ 2 Day: Delivered by 5:00 PM second business day

☐ Deferred: Delivery within 3-5 business days

☐ Standard Ground

☐ Specialized: Pad wrapped, uncrated or truckload

Freight Charges:

☐ Same as ship to

Bill To: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Select Shipment Options (if applicable):

☐ Have loading dock

☐ Inside delivery

☐ Pad wrap required

☐ Do not stack

☐ Lift gate required

☐ Air ride required

☐ Residential

**In the event your selected carrier fails to show on final move-out day, please select one of the following options:**

☐

Reroute via Freeman's choice

☐

Deliver back to Freeman warehouse at Exhibitor's expense.

**PLEASE NOTE:** Freeman is not responsible for product or literature that is not properly packed and labeled by exhibitor.



BALLY'S  
LAS VEGAS



## AUDIOVISUAL ORDER FORM

Company Name \_\_\_\_\_

Company Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Country \_\_\_\_\_ Ordered by \_\_\_\_\_

Phone \_\_\_\_\_ Ext. \_\_\_\_\_ Fax \_\_\_\_\_

Email \_\_\_\_\_ Event Name \_\_\_\_\_

Booth # \_\_\_\_\_ On-Site Contact \_\_\_\_\_ BEO/REF# \_\_\_\_\_

Deliver Date \_\_\_\_\_ Time \_\_\_\_\_

Pickup Date \_\_\_\_\_ Time \_\_\_\_\_

### CREDIT CARD AUTHORIZATION

Type of Card: ☐ Visa ☐ Mastercard ☐ Amex ☐ Discover

Credit Card Account # \_\_\_\_\_ Vcode\* \_\_\_\_\_

\* 3 digit number on back of Visa, MC and Discover or 4 digit number on front of AmEx card.

The undersigned has read and agrees to all of the terms and conditions, and labor rates of this rental agreement. The undersigned authorizes Encore to charge the above listed credit card for the equipment, labor and/or services detailed in this agreement, and for any client approved add-ons and change orders.

Your Order Total \_\_\_\_\_ Digital Signature \_\_\_\_\_



**BALLY'S**  
LAS VEGAS



## AUDIOVISUAL ORDER FORM

### Package 1

(For customers providing own LCD projector)

Meeting Room Screen  
Projection Cart  
Electrical Power & Cables

Qty

Days

Price

Total

		<b>\$225.00</b>	
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\*Additional Options\*

☐ Wireless Lav Mic & Audio Mixer (+\$420) ☐ Computer Audio Patch (+\$64) ☐ Wireless Mouse USB (+\$175)

### Package 2

Meeting Room LCD Projector & Screen  
Projection Cart/ Stand  
All Cabling, Extension Cords, Etc.

		<b>\$835.00</b>	
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\*Additional Options\*

☐ Wireless Lav Mic & Audio Mixer (+\$420) ☐ Computer Audio Patch (+\$64) ☐ Wireless Mouse USB (+\$175)

### Package 3

Standing Podium  
Podium Microphone & Mixer  
Electrical Power & Cables

		<b>\$330.00</b>	
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\*Additional Options\*

☐ Wireless Lav Mic & Audio Mixer (+\$420) ☐ Computer Audio Patch (+\$64) ☐ Wireless Mouse USB (+\$175)

### Package 4

50" LED Monitor with Stand  
DVD / Blu-ray Player  
All Cabling, Extension Cords, Etc.

		<b>\$1045.00</b>	
--	--	------------------	--

\*Additional Options\*

☐ Additional 50" Monitor (+\$810) ☐ Wireless Lav & Audio Mixer (+\$420)

### Package 5

60" LED Monitor with Stand  
DVD / Blu-ray Player  
All Cabling, Extension Cords, Etc.

		<b>\$1175.00</b>	
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\*Additional Options\*

☐ Additional 60" Monitor (+\$940) ☐ Wireless Lav & Audio Mixer (+\$420)

*\* Prices reflect daily rates unless otherwise noted. AV packages subject to labor and service charges.*





## AUDIOVISUAL ORDER FORM

To receive PRESHOW rates Encore must receive your order, with credit card information, no later than 14 days prior to show opening. All other orders will be processed at the LATE ORDER rate. ALL EQUIPMENT PRICES ARE PER DAY unless otherwise stated.

VIDEO EQUIPMENT	Qty	Days	Preshow	Late Order	Total
50" LED Monitor			\$810.00	\$860.00	
60" LED Monitor			\$940.00	\$990.00	
80" LED Monitor			\$1600.00	\$1650.00	
6' LED Stand			\$100.00	\$150.00	
46" LCD Monitor			\$700.00	\$750.00	
52" LCD Monitor			\$860.00	\$910.00	
6' LCD Monitor Stand			\$100.00	\$150.00	
DVD / Blu-ray Player			\$135.00	\$185.00	
LCD Projector 4000 lumens			\$610.00	\$660.00	
LCD Projector 5000 lumens			\$960.00	\$1010.00	
32" Roll Cart w/ Skirt			\$38.00	\$88.00	
54" Roll Cart w/ Skirt			\$48.00	\$98.00	
Flipchart Package			\$143.00	\$193.00	
Display Easel			\$30.00	\$80.00	

COMPUTER EQUIPMENT	Qty	Days	Preshow	Late Order	Total
24" LCD Monitor			\$200.00	\$250.00	
32" LCD Monitor			\$330.00	\$380.00	
Laptop Computer			\$250.00	\$300.00	
Desktop Computer w/ 21" LCD Monitor			Call for pricing		
Wireless Presentation Mouse			\$175.00	\$225.00	

SCREENS	Qty	Days	Preshow	Late Order	Total
Tripod 6' x 6'			\$75.00	\$125.00	
Tripod 8' x 8'			\$75.00	\$125.00	
Cradle 10' x 10'			\$95.00	\$145.00	

RIGGING & STAGING	Qty	Days	Preshow	Late Order	Total
20' Scissor Lift			\$395.00	\$450.00	
Wooden Podium			\$105.00	\$155.00	
16'-22' Black Velvet Drape Panel			\$210.00/panel	\$230.00/panel	
RIGGING LABOR			\$110.00/ Per hour		

AUDIO EQUIPMENT	Qty	Days	Preshow	Late Order	Total
UHF Combo (check one) <input type="checkbox"/> HH or <input type="checkbox"/> Lav <input type="checkbox"/> Headset			\$235.00	\$285.00	
Wired Microphone			\$47.00	\$97.00	
Small Powered Speaker			\$75.00	\$125.00	
Large Powered Speaker			\$125.00	\$175.00	
Direct Box for Computer Audio			\$35.00	\$85.00	
12 Channel Mixer			\$185.00	\$235.00	
CD Player			\$95.00	\$145.00	
SMALL SPEAKER PACKAGE 2 Speakers, 2 Stands, 1 Wired Mic, 1 Mixer			\$435.00	\$485.00	
PRO AUDIO PACKAGE 4 Speakers, 4 Stands, 1 Wired Mic, 1 Small Effects, 1 Mixer			\$1275.00	\$1325.00	

YOUR TOTALS	Total Equipment Charges
Labor Charges (\$198 min., 2hrs. @ \$99/hr, for load in/out	
24% Service Charge (\$24.00 minimum)	
<b>TOTAL DUE</b>	

### CANCELLATION

Written cancellation of ordered equipment and services must be received 48 hours prior to delivery. Failure to do so will result in a 100% charge to your account.

ALL AUDIO VISUAL ON A TRADESHOW FLOOR IS AN EXCLUSIVE SERVICE OF ENCORE EVENT TECHNOLOGIES.



**BALLY'S**  
LAS VEGAS



## AUDIOVISUAL TERMS AND CONDITIONS

### 1. PAYMENT TERMS

Lessee agrees to pay Encore Event Technologies (hereinafter "Encore") all charges indicated on this Rental Contract which includes these Terms and Conditions and any equipment that is rented pursuant to the terms set forth herein (the "Equipment") or labor overages. Payment is due and payable in full upon signing this Rental Contract unless otherwise negotiated and agreed to in writing on a Commencement of Work document.

### 2. ESTIMATES

In connection with this Rental Contract or any contract entered into between Encore and Lessee, any estimate provided to Lessee in connection with the expected labor hours and number of days the Equipment is solely an estimate. In the event that the actual hours, actual quantities of Equipment rented hereunder or actual days the Equipment is rented is greater than the amount indicated in any proposal, Lessee will be charged for those overages at Encore's standard rates less any applicable discounts.

### 3. DAMAGE WAIVER

All Equipment has been inspected upon delivery and Lessee acknowledges and warrants that all Equipment was received in good and working order. Lessee agrees to pay for any and all damages on account of lost, damaged or stolen equipment and/or loss caused by Lessee's accident, misuse or neglect. Should the Equipment listed on this Rental Contract malfunction for any reason and at no fault of Lessee, Encore will only be responsible for the repair of listed Equipment but WILL NOT be held responsible for any damages or loss caused as a result of the Equipment malfunctioning.

### 4. SUBLEASE

With the prior written consent of Encore, Lessee shall have the right to sublease the Equipment and, in the event of a sublease, Lessee shall be fully responsible for all insurance on, repair and replacement of, and reclamation of the Equipment. Encore reserves the right to replace the Equipment at Lessee's expense at full retail value if the subleased Equipment is lost, damaged or untimely returned.

### 5. TITLE

The parties intend to create a rental agreement and the relationship of lessor and lessee between themselves. The terms set forth herein shall not be construed or interpreted to create or imply the existence of a finance lease or installment lease or sales contract. Title to the Equipment shall at all times be vested in Encore, and no right, title or interest in the Equipment shall pass to Lessee other than the use of the Equipment for the rental period as agreed to by the parties, which right is conditioned upon Lessee's compliance with this Rental Contract.

### 6. SURRENDER / EQUIPMENT HANDLING

On the expiration or earlier termination of this Rental Contract, Lessee shall return the Equipment in good repair, condition and working order, subject only to reasonable wear and tear. All Equipment must be handled by Encore personnel only. Equipment may not be moved, stored, or serviced by Lessee or any other party. Lessee may not operate the Equipment unless authorized by Encore. Lessee agrees that Encore shall have the right to enter the premises where the Equipment is located and shall have access to the Equipment at all times.

### 7. CANCELLATION

Unless otherwise negotiated or agreed to in writing on a Commencement of Work Document, the following monies shall be payable by Lessee to Encore in the event of cancellation prior to the expiration of the rental period set forth on this Rental Contract: (1) if cancellation is made by Lessee more than seventy-two (72) hours prior to the scheduled performance then said expenses paid by Encore on Lessee's behalf (including contractual obligations) plus fifty percent (50%) of the fee shall be charged to and immediately paid by Lessee to Encore; or (2) if cancellation is made within seventy-two (72) hours, full rental contract price for the entire duration set forth on this Rental Contract is due and payable.

### 8. DEFAULT

If Lessee fails to pay rent or otherwise fails to observe, keep or perform any provision of this Rental Contract, or if Lessee should enter into voluntary or involuntary bankruptcy or receivership or other legal impediment which could impair the Equipment, Encore shall have the right to:

- (a) Enter Lessee's premises and reclaim the Equipment at Lessee's premises or at site of any subleases without demand or notice to Lessee or court order or other processes of law, and declare the entire amount of rent immediately due and payable without demand or notice to Lessee. Lessee waives any damages occasioned by such reclamation. Any reclamation shall not constitute a termination of this Rental Contract unless Encore expressly notifies Lessee in writing;

- (b) Sue to recover all rents and any other amounts owed or accruing to Encore;

- (c) Terminate this Rental Contract as to any or all items of Equipment; and/or
- (d) Exercise any other remedy at law or equity.

All such remedies are cumulative and may be exercised concurrently or separately.

The exercise of any remedy shall not release Lessee from this Rental Contract and Lessee shall remain liable for the full performance of all obligations to be performed by Lessee under this Rental Contract.

### 9. CREDIT TERMS

All open accounts require prior credit approval. Should collection under the terms of this Rental Contract commence, Lessee agrees to pay all collection costs which include, but are not limited to, Equipment recovery costs, storage charges, attorneys' fees and court costs.

### 10. CHOICE OF LAW AND VENUE

The interpretation and affect of this Rental Contract and the related agreements shall be governed by and construed in accordance with the internal laws (as opposed to the conflicts of law provisions) of the State of Nevada. Any litigation arising out of or related to this Rental Contract shall be instituted and prosecuted only in the appropriate state or federal court situated in Clark County, Nevada. The parties submit to the exclusive jurisdiction and venue of such courts for purposes of any such action and the enforcement of any judgment or order arising therefrom. Each party waives any right to a change of venue and any and all objections to the jurisdiction of the state and federal courts located in Clark County, Nevada.

### 11. ATTORNEY'S FEES

In the event either party, institutes any action arising out of, related to, or for the breach of, this Rental Contract, the prevailing party shall be awarded reasonable attorneys' fees and costs.

### 12. CONDITION OF EQUIPMENT

Encore maintains and services the Equipment in accordance with manufacturers' specifications and industry practice. Encore does not, however, warrant or guarantee that the Equipment or services being provided will be free of defect, malfunction or operator error. If the Equipment malfunctions or does not operate properly during the event for any reason whatsoever, Lessee agrees to immediately notify Encore's on-site representative. Encore will attempt to remedy the problem as soon as possible so that the event is not interrupted. Lessee agrees and acknowledges that Encore assumes no responsibility for any loss, cost, damage or injury to persons or property in connection or as a result of inoperable Equipment or otherwise.

### 13. LIMITATION OF LIABILITY AND INSURANCE

Lessee agrees to defend, indemnify and hold Encore and its officers, directors, employees, successors and assigns harmless from any and all claims arising out of any violation of any law, rule, regulation or order, and from any and all claims or liabilities for loss, damages or injury to persons or property of whatever kind or nature arising from the use or operation of the Equipment, or from the negligence or carelessness of the agents or employees of Lessee. Additionally, Encore shall not be liable for any special or consequential damages including lost profits arising relating to the Equipment, the services or this Rental Contract. Lessee shall notify Encore promptly of any accident involving the Equipment. Lessee shall obtain contractual insurance in connection with this Rental Contract and pursuant to this paragraph, in an amount satisfactory to Encore and provide proof of such insurance upon request of Encore.

### 14. SEVERABILITY

In the event that any provision of this Rental Contract shall be unenforceable or inoperative as a matter of law, the remaining provisions shall remain in full force and effect and be construed as though such unenforceable or inoperative provisions had never been a part of hereof.

### 15. CONSTRUCTION CLAUSE

For the purpose of interpretation, the language in this Rental Contract shall be deemed to be the language of both parties and neither party shall be deemed to be the drafting party.

### 16. SURVIVAL

All provisions of this Rental Contract related to indemnification, disclaimers and limitations on liability and all other obligations of the parties that arise in connection with Lessee's rental of Equipment from Encore shall survive the termination of the rental of such Equipment.

### 17. ENTIRE AGREEMENT

This Rental Contract incorporates by reference any attached Schedules, Contract, and Commencement of Work, related to this rental order, and contains the parties' entire understanding and may not be modified except in written form signed by both parties.



MAIL OR FAX FORMS WITH PAYMENT TO :  
ENCORE EVENT TECHNOLOGIES AT PARIS LAS VEGAS  
8850 W. Sunset Road 3rd Floor, Las Vegas, Nevada 89148

Ph: (702) 967-4916 Fax: (702) 967-4901 Questions Email: services@encore-us.com



<b>Booth Number:</b>		<b>To receive advanced pricing, Encore Event Technologies must receive your completed order, with billing information, fourteen (14) days prior to show move-in.</b>		<b>EVENT NAME:</b>	
<b>EVENT DATES:</b>				<b>INSTALL LOCATION IN ROOM/BOOTH:</b> (Provide floor plan if available)	
<b>EXHIBITING COMPANY NAME:</b>					
<b>BILLING ADDRESS:</b>					
<b>CITY:</b>		<b>STATE:</b>		<b>ZIP:</b>	
<b>TELEPHONE NUMBER:</b>		<b>FAX NUMBER:</b>		<b>ON-SITE CONTACT:</b>	
<b>ORDERED BY:</b>		<b>EMAIL ADDRESS:</b>			
<b>CREDIT CARD TYPE:</b>		<b>EXP. DATE:</b>		<b>CREDIT CARD NUMBER:</b>	
<b>CARDHOLDERS SIGNATURE:</b>				<b>PRINT CARDHOLDERS NAME:</b>	
<b>BY SIGNING AND DELIVERING THIS FORM CUSTOMER AGREES TO ALL TERMS AND CONDITIONS ON THIS FORM. PLEASE READ THOROUGHLY FOR ALL INSTRUCTIONS PRIOR TO PLACING ORDER. NO CHECKS ACCEPTED</b>					

## ELECTRICAL SERVICES FORM

Encore Event Technologies, its contractors, and subcontractors are not responsible for voltage fluctuation or power failure due to temporary conditions or loose connections. For your protection, you should install a surge protector under/over voltage protector on your computer(s) and/or other equipment you deem necessary. Encore Electrical should make installation of all electrical service. Encore will not be responsible for any damaged or lost equipment, component computer hardware or software and/or any damage or injury to any person, caused by the installation, connection, or plugging into any electrical by persons other than our personnel.

Please call for additional services that are not listed on this order form, or for custom quotes for large orders

Dedicated & 24 hour power will be at 2x the listed price. Please indicate these requirements below if needed.

Installation cannot begin until order is finalized and payment method has been received

ELECTRICAL SERVICES	ADVANCED ORDER RATE	STANDARD ORDER RATE	QUANTITY	QUANTITY OF 24 HOUR POWER	SUBTOTAL
120 VOLTS - 500 WATTS OR 5 AMPS	\$110.00	\$137.00			
120 VOLTS - 1000 WATTS OR 10 AMPS	\$180.00	\$223.00			
120 VOLTS - 2000 WATTS OR 20 AMPS	\$258.00	\$320.00			
208 VOLTS SINGLE PHASE - 2000 WATTS OR 20 AMPS	\$475.00	\$595.00			
ELECTRICAL MATERIALS	ADVANCED ORDER RATE	STANDARD ORDER RATE	QUANTITY		
6' OUTLET PLUG STRIP	\$25.00	\$30.00			
25' EXTENSION CORD	\$25.00	\$30.00			

PLEASE SUBMIT A FLOOR PLAN FOR ALL ISLAND BOOTHS AND UNDER CARPET ELECTRICAL RUNS

ADDITIONAL ELECTRICAL SERVICES	ADVANCED ORDER RATE	STANDARD ORDER RATE	QUANTITY	QUANTITY OF 24 HOUR POWER	
208 VOLTS SINGLE PHASE 30 AMPS	\$535.00	\$670.00			
208 VOLTS SINGLE PHASE 60 AMPS	\$830.00	\$1,035.00			
208 VOLTS SINGLE PHASE 100 AMPS	\$1,320.00	\$1,625.00			

SUBTOTAL

PRICING IS BASED ON A 3 DAY SHOW, ADDITIONAL DAYS WILL REQUIRE A 25% PER DAY CHARGE

ALL ELECTRICAL MATERIALS & SERVICES WILL REQUIRE A 10% SERVICE FEE

10% SERVICE FEE

ALL ISLAND BOOTHS AND ADDITIONAL SERVICES REQUIRE ELECTRICAL LABOR

MATERIAL AND SERVICES TOTAL

LABOR RATES: STRAIGHT TIME - \$100.00 OVERTIME - \$200.00

LABOR TOTAL

MINIMUM 1 HOUR LABOR INSTALL AND MINIMUM 1/2 HOUR LABOR DISMANTLE

GRAND TOTAL

LABOR: Labor between the hours of 8:00am and 5:00pm, Monday through Friday will be at the straight time labor rate. Labor before 8:00am and after 5:00pm, Monday through Friday and all Saturdays, Sundays and Holidays will be at the overtime rate. A minimum charge per booth on one hour for installation will apply to all booths requiring labor. Labor to disconnect will be based on one-half of the installation time and will be automatically applied to your invoice. A scaled floor plan is needed in order to proceed for orders with multiple outlet locations and/or island booths.

Setup/Disconnect Labor dates/times are based on the load-in schedule (and space availability) for your event. Encore does not control the event schedule for your event and therefore cannot control if setup/disconnect is during straight time or overtime hours.

ELECTRICAL IS AN EXCLUSIVE SERVICE

Prices Subject to change without Notice

Rev 3/1/15

## Terms and Conditions:

- 1.) Acceptance of terms: Client expressly acknowledges by receipt of services and/or products delivered by Encore Event Technologies to Client or its designee, to the terms and conditions herein contained.
- 2.) If an uninterrupted power supply is required for the full duration of the show, please order 24 hour power. An example would include a computer server that cannot ever lose power and/or other equipment that must remain on throughout the show during overnight hours.
- 3.) A scaled floor plan is required for orders with multiple outlet locations and/or island booths. If a power location in an island booth is not provided prior to show move-in, a location will be determined by Encore in order to maintain deliver schedules. Relocation of the service will be charged on a time and material basis.
- 4.) Encore Event Technologies reserves the right to disconnect any equipment that is found to be causing overall electrical problems without offering any refunds for services that have been disconnected.
- 5.) Client agrees not to share, resell, extend, bridge or otherwise misuse Encore Event Technologies connections and/or services. Encore Event Technologies reserves the right to disconnect any client found to have violated this usage agreement.
- 6.) Outlet prices for 120 Volt power include delivery of the service to one location at the rear of your booth. If you require outlets in other locations, have lights or electrical items to hang or erect, or have other electrical requirements, additional electrical labor will be required. Specific service location is defined as the area in the booth/room designated by the client.
- 7.) Encore Event Technologies is not responsible for cable and/or equipment provided by the client or any third party.
- 8.) Modification: This agreement shall not be amended by the parties except by written instrument signed by both parties.
- 9.) Choice of Law: This agreement shall be governed by, and construed in accordance with, the laws of the State of Nevada. In event of litigation, the place of venue shall be in the county of Clark in the State of Nevada.
- 10.) Entire Agreement: This agreement contains the entire understanding and agreements between the parties hereto the within subject matter, and there are no representations, agreements, or understandings, oral or written, between and among the parties hereto relating to the subject matter of this agreement which are not fully expressed herein.
- 11.) Facsimile Signatures: Signatures sent/received via facsimile shall be considered as originals, and as such are valid signatures.
- 12.) Equipment Responsibility: Client fully understands and accepts complete responsibility for all equipment leased to Client. Such responsibility shall include, but not be limited to, damage, any necessary repairs, replacement of equipment not capable of being repaired to a fully functional status, loss of equipment, loss of income, and all other forms of loss or damage. All equipment, accessories, cables, knobs, switches and cases are included in equipment responsibility.
- 13.) Equipment procedures: a) Exhibitors will be responsible for the protection of any equipment rented from Encore Event Technologies and will ensure that all equipment is returned to Encore Event Technologies. Encore Event Technologies reserves the right to charge the customer for any lost equipment. b) Rental equipment provided by Encore Event Technologies for this order will remain the property of Encore Event Technologies. c) Only Encore Event Technologies personnel are authorized to modify system wiring or cabling within the facility. d) All equipment must comply with F.C.C. Regulations.
- 14.) Cancellation Policy: A 10% fee will be applied to orders canceled between the date the order is placed, and the install date. NO REFUNDS OR CREDITS for orders cancelled after installation has begun.
- 15.) Claims will not be considered, or adjustments made, unless filed in writing, by Exhibitor, prior to the close of the event.
- 16.) Encore Event Technologies does not provide an expressed or implied warranty for the equipment and services provided, including no warrant of fitness for particular purpose or merchantability. Part of the Agreement with Encore Event Technologies is a limitation of liability so that Client's sole remedy or recourse against Encore Event Technologies shall be the return of the price that the Client paid for services and/or equipment rental, regardless of type, nature or basis for the claim. Encore Event Technologies shall have no liability whatsoever for personal injury, property damage, business loss, business interruption, consequential or punitive damages.

## AUTHORIZED SIGNATURE:

BY SIGNING AND DELIVERING THIS FORM CUSTOMER AGREES TO ALL TERMS AND CONDITIONS ASSOCIATED WITH THIS FORM. PLEASE READ THOROUGHLY FOR ALL INSTRUCTIONS PRIOR TO PLACING ORDER.

**ENCORE**

rev. 3/1/15

<b>Booth Number:</b>	To receive advance order rate, Encore Event Technologies must receive your completed order form, with billing information, fourteen (14) days prior to move-in.	<b>EVENT NAME:</b>
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EVENT DATES:	INSTALL LOCATION IN ROOM/BOOTH:
--------------	---------------------------------

EXHIBITING COMPANY NAME:
--------------------------

ONSITE CONTACT:	ON-SITE PHONE:
-----------------	----------------

ORDERED BY:	EMAIL ADDRESS:
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BY SIGNING AND DELIVERING THIS FORM CUSTOMER AGREES TO ALL TERMS AND CONDITIONS ON THIS FORM. PLEASE READ THOROUGHLY FOR ALL INSTRUCTIONS PRIOR TO PLACING ORDER.

## BOOTH LAYOUT FORM

**Instructions:** 1.) Use BOLD lines to indicate the outline of your booth. 2.) Mark different services with separate symbols. 3.) Indicate the scale of the grid, (i.e., 1 square = 1 foot) or indicate the dimensions of your booth. 4.) Mark the adjacent booth numbers or aisle number for reference. 5.) Indicate if your booth will be carpeted and if the cables need to be installed under the carpeting. **NOTE:** Labor is required for all electrical runs under booth carpet.

Booth Carpeting?: \_\_\_\_\_ Cables to be Run Under Carpeting?: \_\_\_\_\_

Back of Booth/Aisle Number: (indicate adjacent Booth) \_\_\_\_\_

Adjacent  
Booth #  
  
\_\_\_\_\_


Adjacent  
Booth #  
  
\_\_\_\_\_

Front of Booth/Aisle Number: (indicate adjacent Booth) \_\_\_\_\_





# MAIL OR FAX FORMS WITH PAYMENT TO :

Encore Event Technologies AT PARIS LAS VEGAS

8850 W. Sunset Road 3rd Floor, Las Vegas, Nevada 89148

Ph: (702) 967-4916 Fax: (702) 967-4901 Questions Email:services@encore-us.com



<b>Booth Number:</b>		To receive advanced pricing, Encore Event Technologies must receive your completed order, with billing information, fourteen (14) days prior to show move-in.		<b>EVENT NAME:</b>	
<b>EVENT DATES:</b>			<b>INSTALL LOCATION IN ROOM/BOOTH:</b> (Provide floor plan if available)		
<b>EXHIBITING COMPANY NAME:</b>					
<b>BILLING ADDRESS:</b>					
<b>CITY:</b>		<b>STATE:</b>		<b>ZIP:</b>	
<b>TELEPHONE NUMBER:</b>		<b>FAX NUMBER:</b>		<b>ON-SITE CONTACT:</b>	
<b>ORDERED BY:</b>		<b>EMAIL ADDRESS:</b>			
<b>CREDIT CARD TYPE:</b>		<b>EXP. DATE:</b>		<b>CREDIT CARD NUMBER:</b>	
<b>CARDHOLDERS SIGNATURE:</b>			<b>PRINT CARDHOLDERS NAME:</b>		
BY SIGNING AND DELIVERING THIS FORM CUSTOMER AGREES TO ALL TERMS AND CONDITIONS ON THIS FORM. PLEASE READ THOROUGHLY FOR ALL INSTRUCTIONS PRIOR TO PLACING ORDER. <b>NO CHECKS ACCEPTED</b>					

## BOOTH LIGHTING SERVICES FORM

Encore Event Technologies, its contractors, and subcontractors are not responsible for voltage fluctuation or power failure due to temporary conditions or loose connections. For your protection, you should install a surge protector under/over voltage protector on your computer(s) and/or other equipment you deem necessary. Encore Electrical should make installation of all electrical service. Encore will not be responsible for any damaged or lost equipment, component computer hardware or software and/or any damage or injury to any person, caused by the installation, connection, or plugging into any electrical by persons other than our personnel.

Please call for additional services that are not listed on this order form, or for custom quotes for large orders

Installation cannot begin until order is finalized and payment method has been received

Lighting Package Description	ADVANCED PRICING	STANDARD PRICING		QUANTITY	SUBTOTAL
Booth Lighting Package #2 4' Track with two fixtures	\$180.00	\$270.00			
Booth Lighting Package #3 4' Track with three fixtures	\$225.00	\$340.00			
Booth Lighting Package #4 4' Track with four fixtures	\$265.00	\$400.00			
Additional MR16 Lights	\$55.00	\$85.00			
75 Watt Flood Light on Stanchion Pole	\$100.00	\$150.00			
Double Flood Light on Stanchion Pole	\$180.00	\$270.00			

**ALL LIGHTING PACKAGES INCLUDE POWER FOR THE LIGHTS**

**PRICING IS BASED ON A 3 DAY SHOW, ADDITIONAL DAYS WILL REQUIRE A 25% PER DAY CHARGE**

**ALL ELECTRICAL MATERIALS & OUTLETS WILL REQUIRE A 10% SERVICE FEE**

**10% SERVICE FEE**

**ALL LIGHTING ORDERS & ISLAND BOOTHS REQUIRE ELECTRICAL LABOR**

**MATERIAL AND SERVICES TOTAL**

**LABOR RATES: STRAIGHT TIME - \$100.00 OVERTIME - \$200.00**

**LABOR TOTAL**

**MINIMUM 1/2 HOUR TOTAL LABOR CHARGE FOR INSTALL AND DISMANTLE**

**GRAND TOTAL**

LABOR: Labor between the hours of 8:00am and 5:00pm, Monday through Friday will be at the straight time labor rate. Labor before 8:00am and after 5:00pm, Monday through Friday and all Saturdays, Sundays and Holidays will be at the overtime rate. A minimum charge per booth on one hour for installation will apply to all booths requiring labor. Labor to disconnect will be based on one-half of the installation time and will be automatically applied to your invoice. A scaled floor plan is needed in order to proceed for orders with multiple outlet locations and/or island booths.

**Setup/Disconnect Labor dates/times are based on the load-in schedule (and space availability) for your event. Encore does not control the event schedule for your event and therefore cannot control if setup/disconnect is during straight time or overtime hours.**

**ELECTRICAL IS AN EXCLUSIVE OF BALLY'S**

Prices Subject to change without Notice

Rev 10/1/12

## Terms and Conditions:

- 1.) Acceptance of terms: Client expressly acknowledges by receipt of services and/or products delivered by Encore Event Technologies to Client or its designee, to the terms and conditions herein contained.
- 2.) If an uninterrupted power supply is required for the full duration of the show, please order 24 hour power. An example would include a computer server that cannot be powered down overnight and/or other equipment that must remain on throughout the show.
- 3.) A scaled floor plan is required for orders with multiple outlet locations and/or island booths. If a power location in an island booth is not provided prior to show move-in, a location will be determined by Encore in order to maintain deliver schedules. Relocation of the service will be charged on a time and material basis.
- 4.) Encore Event Technologies reserves the right to disconnect any equipment that is found to be causing overall electrical problems without offering any refunds for services that have been disconnected.
- 5.) Client agrees not to share, resell, extend, bridge or otherwise misuse Encore Event Technologies connections and/or services. Encore Event Technologies reserves the right to disconnect any client found to have violated this usage agreement.
- 6.) Outlet prices for 120 Volt power include delivery of the service to one location at the rear of your booth. If you require outlets in other locations, have lights or electrical items to hang or erect, or have other electrical requirements, additional electrical labor will be required. Specific service location is defined as the area in the booth/room designated by the client.
- 7.) Encore Event Technologies is not responsible for cable and/or equipment provided by the client or any third party.
- 8.) Modification: This agreement shall not be amended by the parties except by written instrument signed by both parties.
- 9.) Choice of Law: This agreement shall be governed by, and construed in accordance with, the laws of the State of Nevada. In event of litigation, the place of venue shall be in the county of Clark in the State of Nevada.
- 10.) Entire Agreement: This agreement contains the entire understanding and agreements between the parties hereto the within subject matter, and there are no representations, agreements, or understandings, oral or written, between and among the parties hereto relating to the subject matter of this agreement which are not fully expressed herein.
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- 14.) Cancellation Policy: A 10% fee will be applied to orders canceled between the date the order is placed, and the install date. NO REFUNDS OR CREDITS for orders cancelled after installation has begun.
- 15.) Claims will not be considered, or adjustments made, unless filed in writing, by Exhibitor, prior to the close of the event.
- 16.) Encore Event Technologies does not provide an expressed or implied warranty for the equipment and services provided, including no warrant of fitness for particular purpose or merchantability. Part of the Agreement with Encore Event Technologies is a limitation of liability so that Client's sole remedy or recourse against Encore Event Technologies shall be the return of the price that the Client paid for services and/or equipment rental, regardless of type, nature or basis for the claim. Encore Event Technologies shall have no liability whatsoever for personal injury, property damage, business loss, business interruption, consequential or punitive damages.

AUTHORIZED SIGNATURE:

**ENCORE**

BY SIGNING AND DELIVERING THIS FORM CUSTOMER AGREES TO ALL TERMS AND CONDITIONS ASSOCIATED WITH THIS FORM. PLEASE READ THOROUGHLY FOR ALL INSTRUCTIONS PRIOR TO PLACING ORDER.

rev. 1/21/14



MAIL OR FAX FORMS WITH PAYMENT TO :  
ENCORE EVENT TECHNOLOGIES AT PARIS LAS VEGAS

8850 W. Sunset Road 3rd Floor, Las Vegas, Nevada 89148  
Ph: (702) 967-4300 Fax: (702) 967-3844 Questions Email: services@encore-us.com



<b>Booth Number:</b>		To receive advanced rate prices, Encore Event Technologies must receive your completed order, with billing information, fourteen (14) days prior to show move-in.		<b>EVENT NAME:</b>	
EVENT DATES:			INSTALL LOCATION IN ROOM/BOOTH: (Provide floor plan if available)		
INSTALL Date & Time:			DISCONNECT Date & Time:		
EXHIBITING COMPANY NAME:					
BILLING ADDRESS:					
CITY:		STATE:	ZIP:	ON-SITE CONTACT:	
TELEPHONE NUMBER:		FAX NUMBER:		ON-SITE PHONE:	
ORDERED BY:			EMAIL ADDRESS:		
CREDIT CARD TYPE:		EXP. DATE:	CREDIT CARD NUMBER:		
CARDHOLDERS SIGNATURE:			PRINT CARDHOLDERS NAME:		

BY SIGNING AND DELIVERING THIS FORM CUSTOMER AGREES TO ALL TERMS AND CONDITIONS ON THIS FORM (PAGE 2). PLEASE READ THOROUGHLY FOR ALL INSTRUCTIONS PRIOR TO PLACING ORDER. AUTHORIZED SIGNATURE ON THE BOTTOM OF PAGE 2 IS REQUIRED BEFORE ORDER CAN BE PROCESSED

Please call for additional services that are not listed on this order form, or for custom quotes for large orders	NO REFUNDS ONCE SERVICE INSTALLATION BEGINS	Installation cannot begin until order is finalized and payment method has been received
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## TELECOMMUNICATIONS / INTERNET SERVICES FORM

VOICE SERVICE / EQUIPMENT	Advanced Event Rate	Standard Event Rate	Quantity	Local & Long Distance Access? **	Total
Single Line **	\$215.00	\$265.00		Yes - No	
Single Handset *	\$35.00	\$50.00			
Conference Phone - DAILY RATE *	\$125.00	\$175.00		x Days	

\* Equipment is a rental and must be returned - Replacement costs for non-returned or broken equipment: \$50 Handset, \$500 Conference Phone

\*\* Local and Long Distance Charges will apply for call usage. Please see Terms and Conditions (Page 2) for pricing structure

INTERNET SERVICES	Advanced Event Rate	Standard Event Rate	Quantity		Subtotal
Single Connect Basic - single device DHCP NAT'd IP Address via wired synchronous connection. <b>3Mbps bandwidth</b>	\$300.00	\$450.00			
Single Connect Plus - single device DHCP NAT'd IP Address via a wired synchronous connection. <b>5Mbps bandwidth</b>	\$500.00	\$750.00			
Room/Booth Connect - 1 device, single location, up to <b>10 Mbps</b> via shared vlan, wired Ethernet connection	\$1,000.00	\$1,500.00			
Event Connect - 29 devices, 3 locations, DHCP or static IP Address via separate VLAN connections. <b>20Mbps dedicated bandwidth</b>	\$5,000.00	\$7,500.00			
Additional Devices - (Booth Connect & Event Connect only)	\$50.00	\$75.00			
Additional Locations - (Event Connect only)	\$250.00	\$330.00			
Additional Bandwidth - (Event Connect only) <b>5Mbps bandwidth</b>	\$1,000.00	\$1,250.00			
Hub Rental - 8, 16 or 24 port 10/100 Hub (\$100 replacement value)	\$100.00	\$150.00			
Cable Rental - Cat5e patch cable up to 50' length	\$50.00	\$75.00			
Technician Labor - Hourly Rate - Straight Time	\$100.00	\$125.00			

Double time rates will apply for labor after 5:00pm, Monday through Friday and all Saturdays, Sundays and Holidays.

\* LABOR IS INCLUDED WITH ORDERED SERVICES

LABOR FEE IS ONLY REQUIRED FOR SERVICES IN ADDITION TO WHAT IS ORDERED

ALL MATERIALS AND SERVICES REQUIRE AN ADDITIONAL 10% SERVICE FEE

Wireless Internet service is inherently vulnerable to interference from other devices that transmit similar radio frequency signals or that operate within the same frequency spectrum. Encore Event Technologies cannot guarantee that interference will not occur. Encore Event Technologies does NOT recommend wireless service for mission critical services such as product presentation or demonstrations.

SERVICE TOTAL

10% Service Fee

SUBTOTAL

\* LABOR FEE

GRAND TOTAL

Paris Las Vegas and its contractors or subcontractors shall not be liable for, and are hereby released from any direct, special, indirect, incidental, or punitive consequential damages, including without limitations lost profits, damage to business reputation, lost opportunity or commercial loss of any kind, to the customer that results directly or indirectly from the use of or the inability to use any of the services or equipment that is contemplated herein.

INTERNET SERVICES IS AN EXCLUSIVE SERVICE OF PARIS LAS VEGAS

Prices Subject to change without Notice

Rev 3/1/15

## Terms and Conditions:

- 1.) Acceptance of terms: Client expressly acknowledges by receipt of services and/or products delivered by Encore Event Technologies to Client or its designee, to the terms and conditions herein contained.
- 2.) Every device connected to the Internet/Network must have a purchased IP address from Encore Event Technologies, regardless of whether the IP address is actually used or not.
- 3.) Servers and/or Routers of any type are allowed only on an Event Connect order. No Servers or Routers are allowed on Basic Connect, Basic Connect Plus, or Room Connect orders, including, but not limited to NAT, DHCP and Proxy Servers.
- 4.) Encore Event Technologies reserves the right to disconnect any equipment that is found to be causing overall network problems without offering any refunds for services that have been disconnected.
- 5.) Client agrees not to share, resell, extend, bridge or otherwise misuse Encore Event Technologies connections and/or services. Encore Event Technologies reserves the right to disconnect any client found to have violated this usage agreement.
- 6.) Specific service location is defined as the area in the booth/room designated by the client. Service extended beyond rooms, air walls, doorways, walkways or 50' distance from the drop point will require an additional location and incur an additional fee.
- 7.) Encore Event Technologies is not responsible for cable and/or equipment provided by the client or any third party.
- 8.) Modification: This agreement shall not be amended by the parties except by written instrument signed by both parties.
- 9.) Choice of Law: This agreement shall be governed by, and construed in accordance with, the laws of the State of Nevada. In event of litigation, the place of venue shall be in the county of Clark in the State of Nevada.
- 10.) Entire Agreement: This agreement contains the entire understanding and agreements between the parties hereto the within subject matter, and there are no representations, agreements, or understandings, oral or written, between and among the parties hereto relating to the subject matter of this agreement which are not fully expressed herein.
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- 14.) Cancellation Policy: A 10% fee will be applied to orders canceled between the date the order is placed, and the install date. NO REFUNDS OR CREDITS for orders cancelled after installation has begun.
- 15.) Phone Usage Charges: Usage charges are billed by the hotels through Encore Event Technologies. These charges come directly from the hotel; Encore Event Technologies has no control over them. Local and toll-free calls are \$1.25 each. Long distance calls are billed at AT&T Operator Assisted Rates. Credit card required for all phone services provided.
- 16.) Encore Event Technologies does not provide an expressed or implied warranty for the equipment and services provided, including no warrant of fitness for particular purpose or merchantability. Part of the Agreement with Encore Event Technologies is a limitation of liability so that Client's sole remedy or recourse against Encore Event Technologies shall be the return of the price that the Client paid for services and/or equipment rental, regardless of type, nature or basis for the claim. Encore Event Technologies shall have no liability whatsoever for personal injury, property damage, business loss, business interruption, consequential or punitive damages.

## Wireless (802.11) Internet Declaration

Wireless Internet service is inherently vulnerable to interference from other devices that transmit similar radio frequency signals or that operate within the same frequency spectrum. Encore Event Technologies cannot guarantee that interference will not occur. Encore Event Technologies does NOT recommend wireless service for mission critical services such as product presentation or demos. For demonstrations or to present products and other mission critical activity, via the Internet, Encore Event Technologies highly recommends Customer(s) purchase hardwired services such as a Room/Booth Connect or Event Connect. If you are unsure which of our products will best suit your needs, please contact us at (702) 967-4300 and one of our staff will be happy to assist you.

### **ALL WIRELESS ACCESS POINTS NOT AUTHORIZED BY Encore Event Technologies ARE PROHIBITED.**

NO Customer provided access points are authorized for use within the Facility without Encore Event Technologies' prior approval (wireless access points without adjustable power outputs cannot be authorized under any circumstances). Customer(s) who attempt to set up their own wireless system can interfere with the facilities and/or Encore Event Technologies Wireless Network. Encore Event Technologies requires all Customers showcasing their wireless products to contact Encore Event Technologies no less than 14 days prior to the show move-in so that we may engineer a cohesive network operating without interference. Approvals may incur a site survey fee.

## AUTHORIZED SIGNATURE:

BY SIGNING AND DELIVERING THIS FORM CUSTOMER AGREES TO ALL TERMS AND CONDITIONS ASSOCIATED WITH THIS FORM. PLEASE READ THOROUGHLY FOR ALL INSTRUCTIONS PRIOR TO PLACING ORDER.

**ENCORE**



<b>Booth Number:</b>		To receive advanced pricing, Encore Event Technologies must receive your completed order, with billing information, fourteen (14) days prior to show move-in.		<b>EVENT NAME:</b>	
EVENT DATES:			INSTALL LOCATION IN ROOM/BOOTH: (Provide floor plan if available)		
INSTALL Date & Time:			DISCONNECT Date & Time:		
EXHIBITING COMPANY NAME:					
BILLING ADDRESS:					
CITY:		STATE:	ZIP:	ON-SITE CONTACT:	
TELEPHONE NUMBER:		FAX NUMBER:		ON-SITE PHONE:	
ORDERED BY:			EMAIL ADDRESS:		
CREDIT CARD TYPE:		EXP. DATE:	CREDIT CARD NUMBER:		
CARDHOLDERS SIGNATURE:			PRINT CARDHOLDERS NAME:		

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## WIRELESS INTERNET SERVICES FORM

Please call for additional services that are not listed on this order form, or for custom quotes for large orders		NO REFUNDS ONCE SERVICE INSTALLATION BEGINS		Installation cannot begin until order is finalized and payment method has been received	
<b>WIRELESS INTERNET PACKAGES</b>		<b>Advanced Event Rate</b>	<b>Standard Event Rate</b>	<b>Quantity</b>	<b>Subtotal</b>
<b>PACKAGE #1 UP TO 10 CONCURRENT DEVICES</b>		\$1,000.00	\$1,250.00		
Package #1 includes one (1) wireless access point configured for use of up to 10 concurrent devices in a single area, with no expansion. Total package bandwidth at 10Mbps. User control via password access.					
<b>PACKAGE #2 UP TO 25 CONCURRENT DEVICES</b>		\$1,750.00	\$2,187.50		
Package #2 includes one (1) wireless access point configured for up to 25 concurrent devices in a single area, with no expansion. Total package bandwidth at 10 Mbps. User control via password access.					
<b>PACKAGE #3 UP TO 50 CONCURRENT DEVICES</b>		\$3,500.00	\$4,375.00		
Package #3 includes up to two (2) wireless access points configured for up to 50 concurrent devices in one contiguous area. Total bandwidth at 20Mbps, recommend per user rate limit. User control via password access. See additional services below.					
<b>ADDITIONAL BANDWIDTH</b>		\$1,000.00	\$1,250.00		
Includes 5Mbps of additional bandwidth to the existing network/location.					
<b>ADDITIONAL 25 CONCURRENT DEVICES</b>		\$1,000.00	\$1,250.00		
Sold only as an additional service to Package #3. Adds additional concurrent devices to the main network area.					
<b>ADDITIONAL COVERAGE AREA/SEPARATE LOCATION</b>		\$1,000.00	\$1,250.00		
Sold only as an additional service to Package #3. Includes one (1) additional access point for devices expanding the single contiguous area of the main network.					
<b>CUSTOM SPLASH PAGE</b>		CALL FOR PRICING			
Customized splash page, (initial page requesting token for access) with your company logo and/or name of event or sponsor of wireless network.					
<b>CUSTOM LANDING PAGE</b>		CALL FOR PRICING			
Customized landing page web site that each user would be directed to once token (password) is inputted and wireless access is granted to Internet connectivity.					
<b>Technician Labor - Hourly Rate - Straight Time</b>		\$100.00	\$125.00		
* All above orders include labor for configuration, setup, onsite support and dismantle of the network. Labor fees apply to additional services such as standby support for assistance, configuration of client's systems and/or producing usage graphs or information details on network.					
<b>NOC ENGINEER - Daily Rate</b>		\$1,000.00	\$1,250.00		
<b>NETWORK ENGINEER - Daily Rate</b>		\$1,500.00	\$1,875.00		
Onsite Network/NOC Engineer to monitor network allocation, usage graphs, etc. Highly recommended for networks with 150+ concurrent devices					
Double time rates will apply for labor after 5:00pm, Monday through Friday and all Saturdays, Sundays and Holidays.					
<b>ALL MATERIALS AND SERVICES REQUIRE AN ADDITIONAL 10% SERVICE FEE</b>				<b>SERVICE TOTAL</b>	
Wireless Internet service is inherently vulnerable to interference from other devices that transmit similar radio frequency signals or that operate within the same frequency spectrum. Encore Event Technologies cannot guarantee that interference will not occur. Encore Event Technologies does NOT recommend wireless service for mission critical services such as product presentation or demonstrations.				10% Service Fee	
				<b>SUBTOTAL</b>	
				* LABOR FEE	
				<b>GRAND TOTAL</b>	

Paris Las Vegas and its contractors or subcontractors shall not be liable for, and are hereby released from any direct, special, indirect, incidental, or punitive consequential damages, including without limitations lost profits, damage to business reputation, lost opportunity or commercial loss of any kind, to the customer that results directly or indirectly from the use of or the inability to use any of the services or equipment that is contemplated herein.

INTERNET SERVICES IS AN EXCLUSIVE SERVICE OF PARIS LAS VEGAS

Prices Subject to change without Notice

Rev 2/25/15



## Terms and Conditions:

- 1.) Acceptance of terms: Client expressly acknowledges by receipt of services and/or products delivered by Encore Event Technologies to Client or its designee, to the terms and conditions herein contained.
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- 3.) Servers and/or Routers of any type are allowed only on an Event Connect order. No Servers or Routers are allowed on Basic Connect, Basic Connect Plus, or Room Connect orders, including, but not limited to NAT, DHCP and Proxy Servers.
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- 13.) Equipment procedures: a) Exhibitors will be responsible for the protection of any equipment rented from Encore Event Technologies and will ensure that all equipment is returned to Encore Event Technologies. Encore Event Technologies reserves the right to charge the customer for any lost equipment. b) Rental equipment provided by Encore Event Technologies for this order will remain the property of Encore Event Technologies. c) Only Encore Event Technologies personnel are authorized to modify system wiring or cabling within the facility. d) All equipment must comply with F.C.C. Regulations.
- 14.) Cancellation Policy: A 10% fee will be applied to orders canceled between the date the order is placed, and the install date. NO REFUNDS OR CREDITS for orders cancelled after installation has begun.
- 15.) Encore Event Technologies does not provide an expressed or implied warranty for the equipment and services provided, including no warrant of fitness for particular purpose or merchantability. Part of the Agreement with Encore Event Technologies is a limitation of liability so that Client's sole remedy or recourse against Encore Event Technologies shall be the return of the price that the Client paid for services and/or equipment rental, regardless of type, nature or basis for the claim. Encore Event Technologies shall have no liability whatsoever for personal injury, property damage, business loss, business interruption, consequential or punitive damages.

## Wireless (802.11) Internet Declaration

Wireless Internet service is inherently vulnerable to interference from other devices that transmit similar radio frequency signals or that operate within the same frequency spectrum. Encore Event Technologies cannot guarantee that interference will not occur. Encore Event Technologies does NOT recommend wireless service for mission critical services such as product presentation or demos. For demonstrations or to present products and other mission critical activity, via the Internet, Encore Event Technologies highly recommends Customer(s) purchase hardwired services such as a Room/Booth Connect or Event Connect. If you are unsure which of our products will best suit your needs, please contact us at (702) 967-4300 and one of our staff will be happy to assist you.

### **ALL WIRELESS ACCESS POINTS NOT AUTHORIZED BY Encore Event Technologies ARE PROHIBITED.**

NO Customer provided access points are authorized for use within the Facility without Encore Event Technologies' prior approval (wireless access points without adjustable power outputs cannot be authorized under any circumstances). Customer(s) who attempt to set up their own wireless system can interfere with the facilities and/or Encore Event Technologies Wireless Network. Encore Event Technologies requires all Customers showcasing their wireless products to contact Encore Event Technologies no less than 14 days prior to the show move-in so that we may engineer a cohesive network operating without interference. Approvals may incur a site survey fee.

## AUTHORIZED SIGNATURE:

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BY SIGNING AND DELIVERING THIS FORM CUSTOMER AGREES TO ALL TERMS AND CONDITIONS ASSOCIATED WITH THIS FORM. PLEASE READ THOROUGHLY FOR ALL INSTRUCTIONS PRIOR TO PLACING ORDER.

**ENCORE**

rev. 2/25/15



CUSTOM DESIGNED ARRANGEMENTS	DESCRIPTION / COLOR	UNIT PRICE	QUANTITY	TOTAL
SPRING FLORAL ARRANGEMENT		65.00		
TROPICAL FLORAL ARRANGEMENT		75.00		
FLORAL ARRANGEMENT HEIGHT:      WIDTH:		100.00 or 175.00		
FLORAL ARRANGEMENT HEIGHT:      WIDTH:				

#### TROPICAL PLANT AND BLOOMING FOLIAGE

MUM PLANTS: Yellow ____ White ____ Lavender ____	30.00		
AZALEAS: Pink ____ Red ____	35.00		
BROMELIAD	35.00		
SMALL Ivy ____ Pothos ____	30.00		
LARGE BOSTON FERN	40.00		
3 FOOT TROPICAL PLANT	49.50		
4 FOOT TROPICAL PLANT	59.50		
5 FOOT TROPICAL PLANT	69.50		

#### CUSTOM TROPICAL PLANTS

5 FOOT TROPICAL / TOP DRESSED - SMALL IVY AND BLOOMING	125.00		
6 FOOT FICUS TREE / TOP DRESSED - SMALL IVY AND BLOOMING	169.50		
6 FOOT PALM / TOP DRESSED - SMALL IVY AND BLOOMING	169.50		
8 FOOT - 16 FOOT TROPICAL PLANT	Price on Request		

#### CONTAINERS:

☐ WHITE    ☐ BLACK

**ALL LIVE GREEN MATERIAL ON RENTAL BASIS ONLY.**  
**ALL ORDERS MUST BE PAID IN FULL PRIOR TO THE CLOSE OF THE SHOW.**  
 We accept Checks, VISA, MasterCard, and American Express.

Have National Plant & Floral's Designer call our booth on the following Date/Time: \_\_\_\_\_

PAYMENT:   ☐ VISA    ☐ MASTERCARD    ☐ AMEX    ☐ CHECK

CREDIT CARD #: \_\_\_\_\_

EXP DATE: \_\_\_\_\_ SECURITY CODE: \_\_\_\_\_

CARDHOLDER NAME: \_\_\_\_\_

AUTHORIZED SIGNATURE: \_\_\_\_\_

CREDIT CARD BILLING ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_

STATE: \_\_\_\_\_ ZIP CODE # \_\_\_\_\_

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

BOOTH CONTACT: \_\_\_\_\_

PHONE#: (\_\_\_\_\_) \_\_\_\_\_

EMAIL: \_\_\_\_\_

☐ EMAIL CONFIRMATION COPY    ☐ EMAIL STATEMENT COPY

**Please Remit to:**  
**1001 E. SUNSET # 95814 • LAS VEGAS, NV 89193**  
**(702) 956-8011 • FAX (702) 956-8021**  
**exhibitorservice@nationalplantfloral.com**



Orlando • Las Vegas • Miami • Tampa  
Dallas/TX • Washington DC • Nationwide



Ordered by / Bill to		Shipping Information	
Name	<input type="text"/>	Name	<input type="text"/>
Company	<input type="text"/>	Company	<input type="text"/>
Address	<input type="text"/>	Address	<input type="text"/>
Phone	<input type="text"/>	Phone	<input type="text"/>
E-Mail	<input type="text"/>	E-Mail	<input type="text"/>

Show & Booth Information			
Show Name	<input type="text"/>	Show Dates/Times	<input type="text"/>
Show City/Venue	<input type="text"/>	Booth Number	<input type="text"/>
Decorating Company	<input type="text"/>	Exhibiting Company	<input type="text"/>
Onsite Contact Name/Phone Number	<input type="text"/>		

Order Details		
Number of views - enter a number for the quantity of booth views		
<input type="checkbox"/> Empty Booth	<input type="checkbox"/> Booth with crowd	<input type="checkbox"/> Booth with staff <i>Please provide best time for staff photos</i>
<b>Select Delivery Method</b>		
<input type="checkbox"/> \$125 per view - includes (1) 8x10 print mailed USPS		
<input type="checkbox"/> \$30 per additional (1) 8x10 <b>duplicate</b> print mailed USPS		
<input type="checkbox"/> \$170 per view - digital file sent by e-mail via secure link		
<input type="checkbox"/> \$195 per view - digital file sent by e-mail via secure link plus (1) 8x10 print mailed USPS		
<input type="checkbox"/> <b>In Booth giveaway with logo-see page 2</b>		
Image Processing time is 10-14 days following exhibit		
Special Instructions		
<input type="text"/>		
Event photography coverage, Digital Printing and Green Screen photography available - Call for pricing and availability		




### E-Mail or Fax your order to:

#### Christie's Photographic Solutions

Corporate Headquarters  
2430 Sand Lake Rd  
Orlando, FL 32809  
www.christiesphotographic.com  
photos@christiesphotographic.com  
fax: 407-852-0063

### Contact Phone Numbers

Florida - 407-345-1100  
Las Vegas - 702-638-2711  
Washington D.C. - 202-393-1699  
Dallas/TX - 214-999-1149

<b>Total:</b>	<input type="text"/>	Cardholder name:	<input type="text"/>		
  	Cardholder e-mail:	<input type="text"/>	Billing Zip Code:	<input type="text"/>	
Card number:	<input type="text"/>	Expiration:	<input type="text"/>	AVS/Security Code:	<input type="text"/>







# EXHIBIT PHOTOGRAPHY SERVICES

The revolutionary **iLite Camera** is a tablet based camera system designed to provide fun photo entertainment at your event. The iLite photos feature a custom branded border on every shot. Photographers capture guests experiencing your event, and photos are immediately sent by email or can be shared to a company Facebook page. The quick turnaround allows for guests to share their photos on social media or to friends.

You also have the option of printing iLite photos at your event, allowing attendees to take home a branded gift in a quality folder. Share your company's brand both online and in print!



Another fun, interactive way to share event photos is by featuring the fresh, new PhotoShare Kiosk system. The **PhotoShare Kiosk** can be set up independently at your registration desk, in a cyber café, or anywhere with attendee traffic. You can utilize the PhotoShare Kiosk as a Headshot Station, Red Carpet Paparazzi, Step & Repeat Photobooth, Greenscreen Activation and much more.

Through our cutting edge software, attendees can view and share event photos by email, Facebook, Twitter, or Pinterest. Due to the extent of our branding possibilities this is a great way to sponsor an event and showcase your brand. E-mail subject lines and signatures can be customized for your event, and our Kiosk can provide post event analytics including the popularity of each feature!

A popular use of the Kiosk is to pair it with a green screen station or print package. Attendees can share fun event photos on a custom background, and can walk away with your brand fresh in their minds thanks to a printed photo.

Green screen stations are popular with conference attendees, bringing attention to your company. You can add a logo or custom text to the custom green screen background. Let our graphics team create the perfect background, giving attendees a lasting impression of your brand with a printed photo!



In addition to the iLite camera, PhotoShare Kiosk, and Green Screen as noted above, we also offer coverage photography for your booth. Contact us today for a quote!







# Western Coatings Symposium 2017 Exhibitor Price List



<b>Company:</b>		
<b>Contact:</b>		
<b>Phone:</b>		<b>Fax:</b>
<b>Email Address:</b>		
<b>Address:</b>		
<b>Convention Hall Booth #:</b>		
<b>(or) Room/Suite #:</b>		
<b>Delivery Date:</b>		<b>Delivery Time:</b>
<b>QUANTITY:</b>	<b>LABOR:</b>	<b>PRICE:</b>
	Designated Servers/Runners/Bartenders	\$300 per 4 hour minimum
		\$75 for each additional hour
<b>QUANTITY:</b>	<b>RENTAL EQUIPMENT:</b>	<b>PRICE:</b>
	Wine Buckets	\$9.00 each / per day
	Bus Tubs	\$9.00 each / per day
	Bar Trays	\$6.00 each / per day
	Plastic Pitchers	\$5.00 each / per day
	Wine Glasses	\$2.00 each / per day
<b>QUANTITY:</b>	<b>FOOD &amp; BEVERAGE ITEMS FOR PURCHASE:</b>	<b>PRICE:</b>
	Freshly Brewed Coffee, Decaf, Hot Water	\$92.00 per gallon*
	Assorted Soft Drinks (Pepsi Products)	\$5.50 each*
	Assorted Juices (Dole)	\$8.00 each*
	Bottled Water	\$5.50 each*
	Sparkling Water	\$5.75 each*
	Cheese Board w/ Sliced French Breads (Serves 75)	\$750 each*
	Cheese Board w/ Sliced French Breads (Serves 50)	\$525 each*
	Asst. Pates & Terrines w/ Sliced French Breads	\$650 each (serves 50)*
	Fresh Vegetable Crudite with Dip (Serves 75)	\$700 each*
	Large Oatmeal/Raisin, Chocolate Chip Cookies	\$86 per dozen*
	Soft Pretzels with Deli Mustard (minimum 4 dz.)	\$80 per dozen*
	Dove or Haagen Daaz Ice Cream Bars	\$90 per dozen*
	Chocolate Dipped Rice Krispie Treats	\$86 per dozen*
	Deluxe Finger Sandwiches (2 dz minimum)	\$86 per dozen*
	Potato Chips with Dip (2 lbs./1 Dip) Serves 25	\$100 per order*
	Mixed Nuts	\$72 per bowl*
	Pretzels / Chips or Bar Snacks (Serves 25)	\$65 per bowl*
	Ice (5 lb. Minimum-Served in Bus Tubs)	\$25 per 5 lbs.
	5 Gallon Bottle of Water	\$50 each*
	<b>HOSTED BAR</b>	
	Premium Brand Cocktails	\$13.00 each*
	Imported Brand Bottle Beers	\$9.50 each*
	Call Brand Cocktails	11.00 each*
	Domestic Brand Bottled Beers	\$8.50 each*
	House Wine by the Glass	\$11.00 each*
	Keg Beer Domestic / Imported	\$750 / \$900 each*
<b>NOTE:</b> <i>Bartender is Required for any Orders over 25 Guests - \$300.00 per Each 4 Hou</i>		
<b>Deadline: All initial orders must be received by September 22, 2015</b>		
Initial orders received after the deadline or on-site orders will be charged a fee of \$75 per event day.		
Minimum of \$100 required on each order. Equipment Rental provided with order of food and/or beverage.		
Delivery/Gratuity fee \$25 minimum - Extra gratuity may be assessed based on size of order.		
*8.15% sales tax will be included on food, beverage & labor. 24% gratuity will be included on food/beverage.		
<b>FOR ADDITIONAL ITEMS/PRICING CONTACT: Jennifer Black, Catering/Conference Services Mgr</b>		
Phone: (702) 967. 4030/ Fax: (702) 967-1174/ Email: jblack1@caesars.com		



# PARIS LAS VEGAS CONFERENCE CENTER

## Meeting Facilities Map

