



**November 7 - 9, 2018**  
**JW Marriott Marquis**

## EXPO QUICK FACTS

**DEADLINE DATE TO RECEIVE DISCOUNTED RATES:** October 24, 2018

**BOOTH EQUIPMENT:**

Each 10' x 10' booth area will be provided with an 8' high background drape, 3' high side drape and a booth Identification sign (7" x 44"). The hotel will provide each booth area with one table and two chairs.

**TABLE TOP EQUIPMENT:**

Each Table Top area will be provided with a booth Identification sign (7" x 44"). The hotel will provide each table top area with one table and two chairs.

**CARPET COLOR:**

The booth area has multicolor carpet. You may carpet your booth area in any offered color, please see our enclosed Carpeting form for color selection and pricing.

**EXHIBITOR MOVE-IN:** Wednesday, November 7, 2018 10:00am - 4:00pm

**EXHIBIT HOURS:** Wednesday, November 7, 2018 6:00pm - 8:00pm  
Thursday, November 8, 2018 8:00am - 5:00pm  
Friday, November 9, 2018 8:00am - 4:00pm

**EXHIBITOR MOVE-OUT:** Friday, November 9, 2018 4:00pm - 7:00pm

**REROUTE FREIGHT:** Friday, November 9, 2018 6:00pm

**MOVE-OUT NOTE:** All carriers must check in no later than 5:00pm on Friday, November 9, 2018.

**SHOW COLORS:**

Back Drape: Black  
Side Drape: Black

**ADVANCE WAREHOUSE SHIPMENT:**

Materials should be shipped to arrive at our warehouse NO LATER THAN **OCTOBER 31, 2018**. Freight received after this date will incur a 25% late handling fee.

CREF 2018  
Your Company Name Booth #  
EXPO Convention Contractors, Inc.  
15959 NW 15th Avenue  
Miami, Florida 33169-5607

See our Shipping & Drayage form for complete details.

**DIRECT SHIPMENT TO FACILITY:**

Shipments will be received at the exhibit facility on Wednesday, **NOVEMBER 7, 2018** between 8:00am and 4:00pm.

CREF 2018  
Your Company Name Booth #  
EXPO Convention Contractors, Inc.  
c/o JW Marriott Marquis  
255 Biscayne Blvd. Way Metropolitan Ballroom  
Miami, Florida 33131

See our Shipping & Drayage form for complete details.

**OVERTIME CHARGES:**

Please be advised that overtime charges will apply during MOVE-OUT.

**ASSISTANCE:**

We want you to have a successful show. If you can't find what you are looking for or if we can be of assistance, please call our Exhibitor Sales & Service Department at 305.751.1234.



## PAYMENT POLICY

**November 7 - 9, 2018**  
**JW Marriott Marquis**

**DISCOUNT DEADLINE:**  
**OCTOBER 24, 2018**

### **NO SERVICES WILL BE RENDERED UNTIL THIS DOCUMENT IS COMPLETED, SIGNED AND RETURNED TO EXPO**

**ADVANCE AND/OR FLOOR ORDERS:** All Orders require ADVANCE PAYMENT for initial estimate of charges for services AND a VALID CREDIT CARD with proper authorization be provided to EXPO. You may prepay with a check written on your company, but a credit card is required by EXPO to ensure any unexpected charges, such as additional freight, clean up costs, etc, are paid at the time the Show closes.

**THIRD PARTY ORDERS:** If you choose to contract work to a Display or Exhibit house/company and/or require services from EXPO, the Payment Policy presented above shall apply. EXPO must be notified, in writing, from exhibiting company of any other display or exhibit company involved in the set up or breakdown of exhibits. The exhibiting firm is ultimately responsible for payment of all costs incurred on its behalf. If a third party is to be invoiced for certain items or services, please complete and submit Expo's **Third Party Payment Policy** prior to placing order.

**DRAYAGE TO WAREHOUSE OR SHOW SITE AND/OR LABOR:** EXPO's Payment Policy must be adhered to by Exhibitor prior to any freight being shipped to EXPO. All charges for freight, assembling, disassembling, shipping, handling and any other must be prepaid. If adjustments or additional charges are required at Show Close they will be charged to the enclosed Credit Card provided, unless Exhibitor disputes charges in writing. EXPO is **not responsible** for any damage or loss of your freight, please secure round trip insurance from your company insurance carrier.

**ALL CHARGES:** All charges/costs requested by Exhibitor **MUST** be PAID IN FULL before services are rendered, and any adjustment and/or additional charges must be paid by Show Close. Such costs will be charged to Exhibitor's credit card provided unless prior arrangements have been made. All checks must be drawn on a U.S. bank, and there will be a minimum charge of \$39 for each NSF check written to EXPO.

**ADJUSTMENTS:** Exhibitors are responsible for ensuring services are rendered as ordered prior to the Show opening. All requests for adjustments must be made on site prior to the Show's closing. EXPO will not be responsible for adjustments after the Show closes unless prior arrangements have been agreed to in writing by EXPO.

**SALES TAX:** Applicable city, county and state sales tax will apply. If any Exhibitor is exempt from paying sales tax, it is the Exhibitor's responsibility to provide EXPO with its tax exempt number prior to beginning of show.

**CANCELLATION POLICY:** In the event of a natural disaster, acts of God or terrorists, which result in the cancellation of this event, EXPO will be entitled to a fee equal to the percentage of work completed by EXPO. This percentage will be determined solely by EXPO. In the event the deposit received exceeds the percentage of work completed, EXPO will refund the excess deposit.

**COLLECTION POLICY:** In the event this contract is turned over to an attorney for collection or dispute, EXPO will be entitled to reasonable attorney fees.

**Return via fax 305-751-1298 or email [info@expocci.com](mailto:info@expocci.com)**

**We accept American Express, Visa, MasterCard and DiscoverCard for your convenience.**  
**No checks will be accepted at show site.**

Exhibitor \_\_\_\_\_ Booth \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Country \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

Email \_\_\_\_\_ Contact/s \_\_\_\_\_

Credit Card Used For Payment: No. \_\_\_\_\_ Expires \_\_\_\_\_

Security Code \_\_\_\_\_ (The 3 numbers on back of card or for Amex the 4 numbers on the front)

Billing Address for credit card: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Credit Card Holder (Print Name as it appears on card) \_\_\_\_\_

Card Holder Signature \_\_\_\_\_

\*\*\*\*\*Cardholder hereby authorizes EXPO to charge credit card described herein for all charges incurred by Exhibitor and has read, understands, and agrees to all forms in the exhibitor manual and agrees to pay all charges as described in Cardholder Agreement. All estimated charges must be paid in ADVANCE, AND a valid credit card must be on file with EXPO authorizing payment for modified and/or additional charges. All Charges must be paid by end of Show.

## THIRD PARTY PAYMENT

**November 7 - 9, 2018**  
**JW Marriott Marquis**

**DISCOUNT DEADLINE:**  
**OCTOBER 24, 2018**

**This form is to be filled out ONLY if you have hired a third party to set up your booth.**

**THIRD PARTY PAYMENT CONDITIONS:** This form must be completed and signed by BOTH PARTIES and returned to EXPO prior to placing any orders. If there is any doubt which party is to be invoiced for a service, the exhibiting firm accepts responsibility for payment. The exhibiting firm is ultimately responsible for payment of all charges by show conclusion. If charges have been billed to the wrong party and EXPO was not provided with the completed Third Party Payment Policy prior to the order being placed, any refund must be settled between the exhibiting firm and third party.

**PLEASE INDICATE WHICH ITEMS/SERVICES ARE TO BE INVOICED TO THE THIRD PARTY:**

- ☐ All Expo Services    ☐ Booth Cleaning    ☐ Booth Labor  
☐ Freight Handling    ☐ Furniture/Carpet    ☐ Other (Specify): \_\_\_\_\_

**We understand and agree that we, the exhibiting firm, are ultimately responsible for payment of charges incurred. In the event the third party named below does not make payment, such charges will be presented to the exhibiting firm, and exhibiting firm will make payment to Expo prior to the close of the show. (Signature required below.)**

**Authorized Firm Representative Signature:** \_\_\_\_\_

We accept American Express, Visa, MasterCard and Discover Card for your convenience.

### **EXHIBITING COMPANY**

Exhibiting Company: \_\_\_\_\_ Booth #: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Country: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_ Contact/s: \_\_\_\_\_

Credit Card Used For Payment: No.: \_\_\_\_\_ Expires \_\_\_\_\_

Security Code \_\_\_\_\_ (The 3 numbers on back of card or for Amex the 4 numbers on the front)

Billing Address for credit card: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Country: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Credit Card Holder (Print Name): \_\_\_\_\_ Signature: \_\_\_\_\_

List Persons Authorized to Incur Charges on Credit Card: \_\_\_\_\_

\*\*\*\*Cardholder hereby authorizes EXPO to charge credit card described herein for all charges incurred by Exhibitor and has read, understands, and agrees to all forms in the exhibitor manual and agrees to pay all charges as described in Cardholder Agreement. All estimated charges must be paid in ADVANCE, AND a valid credit card must be on file with EXPO authorizing payment for modified and/or additional charges. All Charges must be paid by end of Show.

### **THIRD PARTY**

Third Party Company Name: \_\_\_\_\_ Booth #: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Country: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_ Contact/s: \_\_\_\_\_

Credit Card Used For Payment: No.: \_\_\_\_\_ Expires \_\_\_\_\_

Security Code \_\_\_\_\_ (The 3 numbers on back of card or for Amex the 4 numbers on the front)

Billing Address for credit card: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Country: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Credit Card Holder (Print Name): \_\_\_\_\_ Signature: \_\_\_\_\_

List Persons Authorized to Incur Charges on Credit Card: \_\_\_\_\_

\*\*\*\*Cardholder hereby authorizes EXPO to charge credit card described herein for all charges incurred by Exhibitor and has read, understands, and agrees to all forms in the exhibitor manual and agrees to pay all charges as described in Cardholder Agreement. All estimated charges must be paid in ADVANCE, AND a valid credit card must be on file with EXPO authorizing payment for modified and/or additional charges. All Charges must be paid by end of Show.



**ESTIMATED BILLING  
OF SERVICES**

**November 7 - 9, 2018  
JW Marriott Marquis**

**DISCOUNT DEADLINE:  
OCTOBER 24, 2018**

FURNITURE AND CARPETING	\$ _____
CUSTOM ACCESSORIES	\$ _____
MATERIAL HANDLING (estimated)	\$ _____
LABOR ORDER FORM (estimated)	\$ _____
SIGN ORDER FORM	\$ _____
TURNKEY RENTAL BOOTH ORDER	\$ _____
CLEANING	\$ _____
OTHER (Late Standard Equipment order, etc.)	\$ _____
 TOTAL ESTIMATED	 \$ _____

Did you remember to circle the carpet and/or table drape color?

**Thank you for your order!**

Company Name: \_\_\_\_\_ Booth #: \_\_\_\_\_

Please return via fax along with Payment Policy form to **305.751.1298** or email to [info@expocci.com](mailto:info@expocci.com)

## RENTAL FURNISHINGS

**November 7 - 9, 2018**  
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**DISCOUNT DEADLINE:**  
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CHAIRS				
QTY	ITEM	ADVANCE PRICE	STANDARD PRICE	AMOUNT
	Upholstered Arm Chair	\$55.75	\$69.25	
	Upholstered Side Chair	\$50.50	\$66.25	
	Executive Swivel Arm Chair	\$121.75	\$142.75	
	Padded Counter Stool w/Back	\$104.00	\$136.50	
ACCESSORIES				
	Chrome Stanchion w/ Black Retractable Belt	\$45.00	\$55.25	
	Velvet Rope - 7' Red	\$66.00	85.50	
	Chrome Stanchion for Velvet Rope	\$34.25	44.50	
	Aluminum Stanchion 8' high	\$30.50	\$32.50	
	Aluminum Stanchion 3' high	\$30.50	\$32.50	
	Crossbar / Tellie	\$30.50	\$32.50	
	Base	\$30.50	\$32.50	
	Easel	\$28.25	\$33.50	
	Wastebasket	\$29.50	\$35.75	
	Adjustable Arm Rack	\$56.75	\$68.25	
	2-Way Waterfall Rack	\$70.00	\$88.00	
	4-Way Arm Rack	\$91.25	\$113.50	
PEGBOARDS / TACKBOARDS				
Pegboards Do NOT include hooks or brackets.				
	4' X 8' Pegboard - Vertical	\$98.75	\$110.25	
	4' x 8' Pegboard - Horizontal	\$98.75	\$110.25	
	2' x 8' Pegboard - Vertical	\$64.00	\$75.50	
	2' x 8' Pegboard - Horizontal	\$64.00	\$75.50	
	4' x 6' Tackboard	\$98.75	\$110.25	
SPECIAL DRAPERY				
	Feet of 8' high drapery at \$16.75 per linear foot			
	Feet of 3' high drapery at \$10.50 per linear foot			
	<b>Circle Color:</b> White Grey Red Blue Black Teal Gold Peach Burgundy			

DRAPED TABLES				
QTY	ITEM	ADVANCE PRICE	STANDARD PRICE	AMOUNT
	2' X 4' TABLES - Standard	\$111.25	\$121.75	
	2' x 6' TABLES - Standard	\$122.75	\$146.00	
	2' X 8' TABLES - Standard	\$135.50	\$156.50	
	2' X 4' TABLES - Counter High	\$159.50	\$181.50	
	2' x 6' TABLES - Counter High	\$170.00	\$205.75	
	2' X 8' TABLES - Counter High	\$192.00	\$229.75	
CIRCLE COLOR OF DRAPE:				
Gold Red Blue Black Grey White Peach Teal Burgundy				
The tables above are draped on three sides. If you want the fourth side draped please order below.				
	4TH SIDE DRAPE	40.75	54.00	
UNDRAPED TABLES				
	2' X 4' TABLES - Standard	\$82.75	\$91.25	
	2' x 6' TABLES - Standard	\$91.25	\$108.75	
	2' X 8' TABLES - Standard	\$108.75	\$126.00	
	2' X 4' TABLES - Counter High	\$117.25	\$134.75	
	2' x 6' TABLES - Counter High	\$126.00	\$152.00	
	2' X 8' TABLES - Counter High	\$142.75	\$169.25	
ROUND PEDESTAL TABLES				
	Round Table - 30" x 30" high	\$146.00	\$184.75	
	Round Table - 30" x 42" high	\$173.25	\$214.25	
TABLE RISERS				
	4' x 8" x 8" One Step Riser	\$48.25	\$66.25	
	4' x 8" x 16" Two Step Riser	\$61.00	\$72.50	
	6' x 8" x 8" One Step Riser	\$61.00	\$72.50	
	6' x 8" x 16" Two Step Riser	\$71.50	\$89.25	

Sub Total \$ \_\_\_\_\_

7% Sales Tax \$ \_\_\_\_\_

Grand Total \$ \_\_\_\_\_

Company Name: \_\_\_\_\_ Booth #: \_\_\_\_\_

Please return via fax along with Payment Policy form to **305.751.1298** or email to [info@expocci.com](mailto:info@expocci.com)





## CARPETING

**November 7 - 9, 2018**  
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**OCTOBER 24, 2018**

### BOOTH DIMENSIONS

What is your booth size (ft.)  $\frac{\text{Length}}{\text{Length}} \times \frac{\text{Width}}{\text{Width}} = \frac{\text{Sq. Ft.}}{\text{Sq. Ft.}}$

Prices quoted below include installation and taping of front edge only.  
All rental carpet is delivered clean to your booth space, but during setup,  
carpet may become dirty. Please order cleaning service at least once  
before show opening.

### EXPO BOOTH CARPET COLORS



### EXPO CLASSIC CARPET

Please Circle Color Choice:					
Gray Teal Black Burgundy Blue Red					
Qty.	Item	Discount Price		Regular Price	Amount
	10' x 10'	\$116.50		\$140.75	
	10' x 20'	\$233.00		\$266.75	
	10' x 30'	\$330.75		\$407.50	
	10' x 40'	\$449.50		\$535.50	

Variation in dye lot may occur when ordering more than one cut of carpet.

### EXPO CUSTOM CUT CARPET

Please Circle Color Choice:					
Red Blue Grey Black Teal Burgundy					
Booth Size: $\frac{\text{Length}}{\text{Length}} \times \frac{\text{Width}}{\text{Width}} = \frac{\text{Sq. Ft.}}{\text{Sq. Ft.}}$		Discount Price		Regular Price	Amount
Do you want Expo Classic Carpet		\$4.00		\$5.00	
Do you want Expo Plush Carpet		\$5.00		\$5.50	

### PADDING & VISQUEEN

Sq. Ft.	Item	Discount Price	Regular Price	Amount
	1/2" Padding	\$1.00	\$1.25	
	1" Padding	\$1.50	\$2.00	
	Visqueen	\$0.50	\$1.00	

Subtotal	\$
7% Tax	\$
Amount Due	\$

Company Name: \_\_\_\_\_ Booth #: \_\_\_\_\_

Please return via fax along with Payment Policy form to **305.751.1298** or email to [info@expocci.com](mailto:info@expocci.com)

**ACCESSORIES 1**

**November 7 - 9, 2018  
JW Marriott Marquis**

**DISCOUNT DEADLINE:  
OCTOBER 24, 2018**

**1 meter Cabinet with Sliding Doors & Lock**



**38" w x 36" h**

**White**  
Advance \$294.00  
Standard \$373.50  
Quantity \_\_\_\_\_

**With Graphics**  
Advance \$384.00  
Standard \$463.50  
Quantity \_\_\_\_\_

**2 meter Cabinet with Sliding Doors & Lock**



**77" w x 36" h**

**White**  
Advance \$345.50  
Standard \$436.50  
Quantity \_\_\_\_\_

**With Graphics**  
Advance \$527.50  
Standard \$618.50  
Quantity \_\_\_\_\_

**1 meter Single Sided Gondola with 3 shelves**



**Straight Shelves**  
Advanced \$341.00  
Standard \$416.50  
Quantity \_\_\_\_\_

**Angled Shelves**  
Advanced \$393.50  
Standard \$490.00  
Quantity \_\_\_\_\_

**1 meter Double Sided Gondola with 6 shelves**



**Straight Shelves**  
Advanced \$426.50  
Standard \$542.50  
Quantity \_\_\_\_\_

**Angled Shelves**  
Advanced \$510.50  
Standard \$658.00  
Quantity \_\_\_\_\_

**1 meter Curved Cabinet with Sliding Doors & Lock**




**42 1/4" w x 36" h**

**White**  
Advance \$294.00  
Standard \$373.50  
Quantity \_\_\_\_\_

**With Graphics**  
Advance \$384.00  
Standard \$463.50  
Quantity \_\_\_\_\_

**2 meter Curved Cabinet with Sliding Doors & Lock**




**85 5/8" w x 36" h**

**White**  
Advance \$345.50  
Standard \$436.50  
Quantity \_\_\_\_\_

**With Graphics**  
Advance \$548.00  
Standard \$632.50  
Quantity \_\_\_\_\_

**1 meter Diagonal Curved Cabinet without Doors**



**60 1/8" w x 36" h**

**White**  
Advance \$331.00  
Standard \$408.00  
Quantity \_\_\_\_\_

**With Graphics**  
Advance \$430.50  
Standard \$508.00  
Quantity \_\_\_\_\_

**2 meter Curved Corners Cabinet with Sliding Doors & Lock**



**38" w x 36" h  
2 Sides - 29 5/8" w x 36" h**

**White**  
Advance \$345.50  
Standard \$436.50  
Quantity \_\_\_\_\_

**With Graphics**  
Advance \$575.50  
Standard \$666.50  
Quantity \_\_\_\_\_

- ◆ Send the files to print in one of these formats: EPS, PDF, TIFF, JPEG (High Quality).
- ◆ Convert all fonts to outlines.
- ◆ Send Graphic Files to [info@expocci.com](mailto:info@expocci.com)

SUB-TOTAL \_\_\_\_\_  
7% SALES TAX \_\_\_\_\_  
TOTAL \_\_\_\_\_

Exhibitor \_\_\_\_\_ Booth \_\_\_\_\_

Please return along with Payment Policy form to fax 305-751-1298 or email [info@expocci.com](mailto:info@expocci.com)

**ACCESSORIES 2**

**November 7 - 9, 2018**  
**JW Marriott Marquis**

**DISCOUNT DEADLINE:**  
**OCTOBER 24, 2018**

**1 meter Directional with Graphics**



38" x 91"  
 Advanced \$259.00      Standard \$378.50  
 Quantity \_\_\_\_\_

**Pull Up Banner**



33" x 84"  
 Advanced \$ 209.50      Standard \$303.50  
 Quantity \_\_\_\_\_

**1 meter Graphic on PVC**



38" x 91"  
 Advanced \$259.00      Standard \$378.50  
 Quantity \_\_\_\_\_

**3 meter Overlay Graphic on 3/16" Ultramount**



115 7/16" x 96"  
 Advance \$828.50      Standard \$1212.00  
 Quantity \_\_\_\_\_

**3 meter Digital Banner**



115 7/16" x 96"  
 Advance \$828.50      Standard \$1212.00  
 Quantity \_\_\_\_\_

**Graphic Posters on 3/16" Ultramount**



Qty.	Size	Advance	Standard
_____	20" x 30"	\$45.00	\$66.00
_____	24" x 36"	\$64.50	\$94.50
_____	36" x 48"	\$157.50	\$215.50

- ◆ Send the files to print in one of these formats: EPS, PDF, TIFF, JPEG (High Quality).
- ◆ Convert all fonts to outlines.
- ◆ Send Graphic Files to [info@expocci.com](mailto:info@expocci.com)

SUB-TOTAL \_\_\_\_\_  
 7% SALES TAX \_\_\_\_\_  
 TOTAL \_\_\_\_\_

Exhibitor \_\_\_\_\_ Booth \_\_\_\_\_

Please return along with Payment Policy form to fax 305-751-1298 or email [info@expocci.com](mailto:info@expocci.com)



**ACCESSORIES 3**

**November 7 - 9, 2018  
 JW Marriott Marquis**

**DISCOUNT DEADLINE:  
 OCTOBER 24, 2018**

**1/2 meter Tower Showcase**



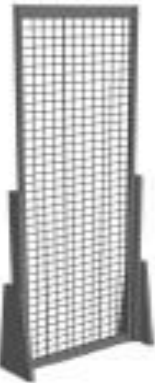
1 light in the top  
 1/2 meter x 1/2 meter x 1.8 meter high  
 Advanced \$396.75  
 Standard \$466.75  
 Quantity \_\_\_\_\_

**1 meter Tower Showcase**



2 lights in the top  
 1 meter x 1/2 meter x 1.8 meter high  
 Advanced \$ 496.75  
 Standard \$566.75  
 Quantity \_\_\_\_\_

**Free Standing Chrome Grid**



2'W x 8'H  
 Advanced \$307.00  
 Standard \$395.00  
 Quantity \_\_\_\_\_

**Literature Rack**



11"L x 15"D x 60"H  
 Advanced \$160.00  
 Standard \$186.00  
 Quantity \_\_\_\_\_

**Chrome Square Table**



30" x 30" x 30"  
 Advanced \$150.00  
 Standard \$175.00  
 Quantity \_\_\_\_\_

**Black / White Arm Light w/Bulb**



Arm lights only fit our custom booths.

**Black Arm Light**  
 Advance \$65.00  
 Standard \$80.00  
 Quantity \_\_\_\_\_  
**White Arm Light**  
 Advance \$75.00  
 Standard \$95.00  
 Quantity \_\_\_\_\_

**Black Leather Chair**



Advanced \$75.00  
 Standard \$90.00  
 Quantity \_\_\_\_\_

**White Wooden Folding Chair**



Advanced \$75.00  
 Standard \$90.00  
 Quantity \_\_\_\_\_

**Electric is NOT included.  
 You MUST order from the  
 electrical contractor.**

SUB-TOTAL \_\_\_\_\_  
 7% SALES TAX \_\_\_\_\_  
 TOTAL \_\_\_\_\_

Exhibitor \_\_\_\_\_ Booth \_\_\_\_\_

Please return along with Payment Policy form to fax 305-751-1298 or email [info@expocci.com](mailto:info@expocci.com)



## TURNKEY RENTAL BOOTH ORDER FORM

**November 7 - 9, 2018  
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## EXPO HARD WALL BOOTH OPTIONS

**All our standard hardwall Custom Booths on the next few pages come in White. They are shown in color to better illustrate the booths' design. If you would prefer a different color hardwall we have Grey, Black, Blue, Beige and Green available.**

**Do you want something different than the same old booth? Call our Custom Design Department! We will custom design a booth to best show off your product!**

**For more information call our Design Team at 305.751.1234 or email  
cesarj@expocci.com**

QTY	ITEM	WHITE HARDWALL PRICE	COLOR HARDWALL PRICE	COLOR CHOICE	TOTAL
	Turnkey Rental Booth 101	\$3,039.75	\$3,197.25		
	Turnkey Rental Booth 102	\$3,039.75	\$3,197.25		
	Turnkey Rental Booth 103	\$3,249.75	\$3,407.25		
	Turnkey Rental Booth 201	\$4,089.75	\$4,404.75		
	Turnkey Rental Booth 202	\$4,929.75	\$5,244.75		
	Turnkey Rental Booth 203	\$4,929.75	\$5,244.75		
				7% Sales Tax	
				Total	

(Insert Header Sign Copy in Box)

Black Helvetica Letters are Standard

Additional Requests: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

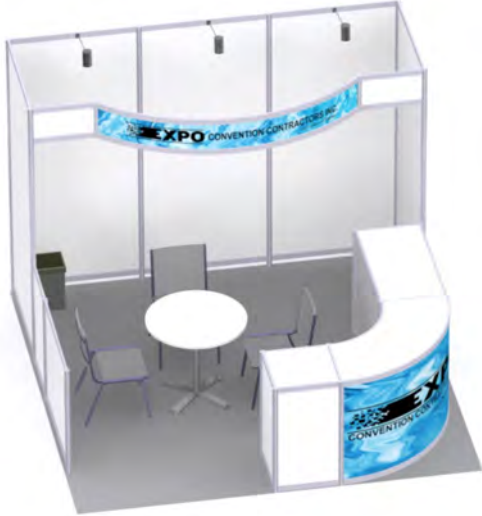
Company Name: \_\_\_\_\_ Booth #: \_\_\_\_\_

Please return via fax along with Payment Policy form to **305.751.1298** or email to [info@expocci.com](mailto:info@expocci.com)

**TURNKEY RENTAL BOOTHS**

**November 7 - 9, 2018  
 JW Marriott Marquis**

**DISCOUNT DEADLINE:  
 OCTOBER 24, 2018**



**Turnkey Rental Booth 101**

**10' x 10' Includes:**

- Grey Carpet**
- 1 - Custom Curved Cabinet with doors for storage**
- Your Graphic Logo on counter**
- 1 - Table**
- 3 - Chairs**
- 1 - Wastebasket**
- 3 - Arm Lights with power**
- Delivery, Installation & Dismantle**

**Standard Price \$3,039.75  
 Custom Color Price \$3,197.25**



**Turnkey Rental Booth 102**

**10' x 10' Includes:**

- Grey Carpet**
- 3 - Built-in Cabinets with doors for storage**
- 1 - Table**
- 3 - Chairs**
- 1 - Wastebasket**
- 3 - Arm Lights with power**
- Delivery, Installation & Dismantle**

**Standard Price \$3,039.75  
 Custom Color Price \$3,197.25**



**Turnkey Rental Booth 103**

**10' x 10' Includes:**

- Grey Carpet**
- 2 - Built-in Cabinets with doors for storage**
- 4 - Clear Shelves Lit from above**
- 1 - Table**
- 3 - Chairs**
- 1 - Wastebasket**
- 3 - Arm Lights with power**
- Delivery, Installation & Dismantle**

**Standard Price \$3,249.75  
 Custom Color Price \$3,407.25**

**TURNKEY RENTAL BOOTHS**

**DISCOUNT DEADLINE:  
 OCTOBER 24, 2018**

**November 7 - 9, 2018  
 JW Marriott Marquis**



**Turnkey Rental Booth 201**

**10' x 20' Includes:**

- Grey Carpet**
- 1 - Curved Cabinet with doors & logo panel**
- 4 - Shelves**
- 1 - Table**
- 3 - Chairs**
- 1 - Wastebasket**
- 6 - Arm Lights with power**
- Delivery, Installation & Dismantle**

**Standard Price \$4,089.75  
 Custom Color Price \$4,404.75**

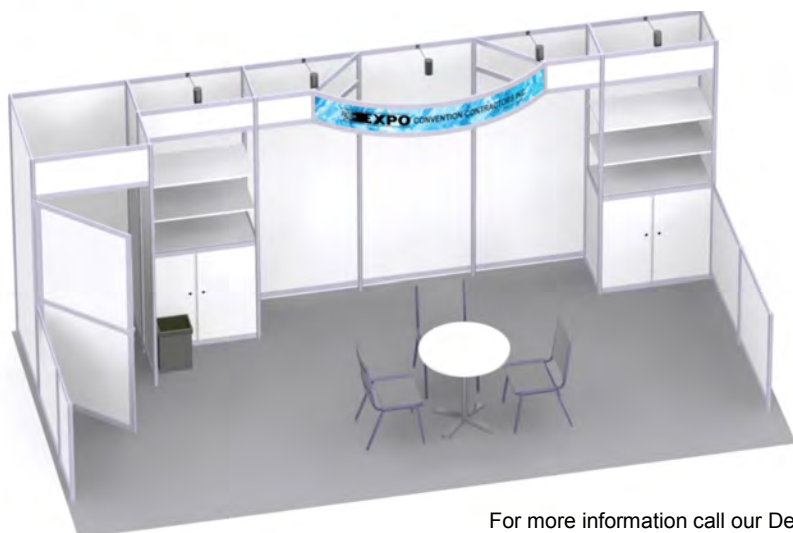


**Turnkey Rental Booth 202**

**10' x 20' Includes:**

- Grey Carpet**
- Meeting Area with Plexi Window & Digital Graphics**
- 1 - Cabinet with your company logo**
- 2 - Tables**
- 6 - Chairs**
- 1 - Wastebasket**
- 6 - Arm Lights with power**
- Delivery, Installation & Dismantle**

**Standard Price \$4,929.75  
 Custom Color Price \$5,244.75**



**Turnkey Rental Booth 203**

**10' x 20' Includes:**

- Grey Carpet**
- 1 - Lockable Closet / Changing room**
- 1 - Cabinet with doors for storage**
- 1 - Table**
- 3 - Chairs**
- 1 - Wastebasket**
- 6 - Arm Lights with power**
- Delivery, Installation & Dismantle**

**Standard Price \$4,929.75  
 Custom Color Price \$5,244.75**



**MATERIAL HANDLING  
 AUTHORIZATION**

**November 7 - 9, 2018  
 JW Marriott Marquis**

Please complete the following information:

We plan to ship to: \_\_\_\_\_ Advance Warehouse \_\_\_\_\_ Direct to Show Site

We plan to ship on (date): \_\_\_\_\_

Our materials should arrive on (date): \_\_\_\_\_

Carrier Name: \_\_\_\_\_ Pro #: \_\_\_\_\_

Origin of Shipment (City, state): \_\_\_\_\_

Please provide a contact name and number for any questions EXPO may have in  
 Regards to this shipment.

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

**COMPUTATION OF MATERIAL HANDLING SERVICES**

The following services, whether used completely, or in part, are offered as a package.

When recording weight, round up to the next 100lbs.

For example: 285 lbs. 300lbs/100lbs. = 3 x RATE = \$ Amount or minimum charge, whichever is greater. **200 lbs. minimum charge per shipment**

**Please indicate number of pieces and the estimated weight:**

# of Pieces	Description	Weight
	Crates	
	Cartons	
	Cases	
	Carpet	
	Miscellaneous	
Total Weight		

**Advance Shipment \$86.00 per CWT**

**Advance Address is**  
**Expo Convention Contractors, Inc.**  
**15959 NW 15th Avenue**  
**Miami, Florida 33169-5607**

**Deadline Date is OCTOBER 31, 2018 shipments received  
 after this date will incur an additional 25% late handling  
 fee.**

**Direct Shipment \$82.00 per CWT**

**Direct Address is**  
**Expo Convention Contractors, Inc.**  
**c/o JW Marriott Marquis**  
**255 Biscayne Blvd. Way Metropolitan Ballroom**  
**Miami, Florida 33131**

**Will not be accepted prior to NOVEMBER 7, 2018.**

Advance Shipment Rates Include:

Unloading crated material.

Storing at EXPO's warehouse for up to 30 days.

Unloading materials and delivery to your booth

Removing of empty shipping containers from your booth, storing during show,  
 returning at close of show.

Reloading materials onto outbound transportation.

Direct Shipment Rates Include:

Unloading materials when received and delivery to your booth

Removing of empty shipping containers from your booth, storing during show,  
 returning at close of show.

Reloading materials onto outbound transportation.

Description	Weight ÷ 100 = CWT	CWT x Price per CWT =	Estimated Total Cost
	÷ 100 =	X \$	
	÷ 100 =	X \$	

Additional Surcharges based on inbound weight.

Warehouse shipment Delivered after the deadline date. Add 25% to above rates.

Show Site Shipment Delivered Off Target. Add 25% to above rates.

Overtime. Add 25% to above rates.

When Expo incurs charges for exhibitor freight from the venue, Expo will pass these  
 additional fees to the exhibitor.

**EXPO Warehouse Hours are**

Monday through Friday; 8:30am to 3:30pm.

Holidays excluded.

**Straight Time Hours**

Monday through Friday; 8:00am to 4:30pm

**Overtime Hours**

Monday through Friday before 8:00am & after 4:30pm

All day Saturday, Sunday & Holidays

For Credit card payments, please complete the payment authorization form. Any additional overtime charges will be invoiced at Showsite and are subject to change  
 pending move-in/move-out schedule.

We understand that your calculation is only an estimate. Invoicing will be calculated from actual certified weight ticket or Reweigh ticket on inbound material handling  
 receiving report. Adjustments will be made accordingly. Any adjustments to Charges must be made at show site.

Single pieces weighing more than 5,000 pounds CANNOT be accepted at the warehouse. Loose, easily damaged, uncrated or blanket-wrapped shipments should be  
 shipped directly to the show site.

EXPO is **not responsible** for any damage or loss of your freight. Please secure round trip insurance coverage from your company insurance carrier.

If you have any questions about material handling, please contact EXPO Convention Contractors, Inc. Exhibitor Service department.

Please complete the following and return to EXPO along with the Shipping Instructions form:

**Company Name:** \_\_\_\_\_ **Booth #:** \_\_\_\_\_

**Contact Name:** \_\_\_\_\_ **Phone #:** \_\_\_\_\_ **Fax #:** \_\_\_\_\_

**Authorized Signature:** \_\_\_\_\_ **Print Name:** \_\_\_\_\_

Signature also indicates you have read and accept the Payment Policy and Terms and Conditions, sign and return to EXPO.

Payment Authorization must be completed and returned with Material Handling worksheet. Other charges may apply, please review Material Handling Information form included in this manual.



## SHIPPING INSTRUCTIONS

**November 7 - 9, 2018**  
**JW Marriott Marquis**

**DISCOUNT DEADLINE:**  
**OCTOBER 24, 2018**

### SHIPPING INSTRUCTIONS AT CLOSE OF CONVENTION /TRADESHOW

Consign to (Ship To): \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Type of Carrier: Motor Freight \_\_\_\_\_ Air \_\_\_\_\_ Van Line \_\_\_\_\_

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

If pre-paid bill to: \_\_\_\_\_

City, State and Zip: \_\_\_\_\_

### SHIPPING INSTRUCTIONS PRIOR TO SHOW - ALL SHIPMENTS MUST ARRIVE PRE-PAID

1. Shipments must be consigned to EXPO Convention Contractors, Inc. The hotel and/or convention site do not have the facilities to receive such shipments and they may be refused.
2. All shipments must be properly labeled and addressed to the warehouse or facility. Exhibits left without return instructions will be returned to our warehouse and held for disposition at an additional charge, Expo is not responsible for condition, count or content until such time exhibits or materials are picked up for removal after the exhibition's close.
3. All materials should be properly insured against fire, theft and all hazards while in transit to and from your booth and for the exhibition's duration.
4. Exhibitor routing on outbound shipments is honored when possible. However, we reserve the right to reroute as necessary. All outbound shipments must be tendered with a Bill of Lading turned into the service desk at show site. In the event the designated carrier fails to pick up by a specified time, Expo Convention Contractors, Inc. will reroute said shipments.
5. All shipments requiring special handling for reasons including, but not limited to, length, width or height, are handled on a time and material basis.
6. Expo Convention Contractors, Inc., as the Official Drayage Contractor, has control over all freight docks, doors, elevators, and crate storage areas. A charge of \$35.00 per crate, box or carton is accessed for any shipment not handled by Expo Convention Contractors, Inc., when Expo is required to handle storage of empty containers.
7. Remove all expired shipping labels before shipping to avoid confusion.
8. Collect shipments are not accepted unless written authorization is furnished by shipper. There is a 25% surcharge (\$15.00 minimum) based on the amount advanced by Expo Convention Contractors, Inc.

EXPO CONVENTION CONTRACTORS, INC. WILL REROUTE ALL OUTBOUND SHIPMENTS UNLESS SPECIAL ARRANGEMENTS ARE MADE.

### INSURANCE

Expo Convention Contractors, Inc. is not responsible for the count or content of material after it has been placed in the exhibit areas.

Exhibitor agrees to hold harmless Expo Convention Contractors, Inc. from responsibility for concealed and/or apparent damage to uncrated and or unskidded exhibit material.

Please make certain all materials are properly insured against "ALL RISK" while in transit to and from point of origin, to and from booth and for the exhibition's duration.

### AUTHORITY TO HANDLE & BILLING INSTRUCTIONS ACCEPTANCE OF ALL ITEMS AND CONDITIONS HEREIN STATED:

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

Address: \_\_\_\_\_

Attention: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Authorized by (please print): \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Convention /Tradeshow: \_\_\_\_\_

To insure orderly processing of material handling requirements, it is absolutely essential that this form be READ, COMPLETED AND SIGNED by an organization officer and RETURNED PROMPTLY TO:

EXPO CONVENTION CONTRACTORS, INC. 15959 NW 15th Avenue, Miami, Florida 33169-5607  
TEL: 305-751-1234 FAX: 305-751-1298 EMAIL: info@expocci.com

**November 7 - 9, 2018**  
**JW Marriott Marquis**

## MATERIAL HANDLING INFORMATION

**DISCOUNT DEADLINE:**  
**OCTOBER 24, 2018**

### MATERIAL HANDLING INFORMATION & ADDITIONAL CHARGES

#### **SPECIAL HANDLING**

**Rate as shown on Material Handling Authorization Form**

The standard material handling applies to shipments that can be readily handled off or onto a truck using a conventional forklift or pallet jack equipment without re-handling. A special handling charge applies if your shipment requires extra labor for stacking or unstacking containers on a truck (cubic loading), tarping or untarping freight or containers, or rigging pieces for loading or unloading on a truck or from the ground, or other circumstances requiring the re-handling of materials.

#### **OVERTIME**

**Surcharge: 25%**

Based on show move-in/move-out schedule and/or late driver check-in, an overtime surcharge per occurrence applies to shipments handled at show site during overtime hours. Your advance warehouse shipments may be received during straight time, but due to scheduling conflicts beyond EXPO's control may be moved into the exhibit hall on overtime. Any additional overtime charges will be invoiced at show site and are subject to change pending move-in/move-out schedules. Handling times will be documented on shipping documents. Drivers picking up outbound shipments will be sequenced for loading ONLY after a bill of lading is submitted to the EXPO Service Desk AND the driver has checked in.

#### **LATE SHIPMENTS**

**Surcharge: 25%**

A surcharge will apply to shipments not arriving within the published dates (refer to EXPO Quick Facts page for dates) for advance warehouse or arriving on show site.

#### **UNCRATED SHIPMENTS**

**Rate as shown on Material Handling Authorization Form**

An additional charge of 25% (or as stated on Material Handling Authorization page) of the applicable material handling charge at the time of delivery shall be charged for all loose, uncrated, or unprotected shipments received at the show site docks. The charge is a one-time charge that includes both move-in and move-out of the show, and is based on the weight of the shipment handled.

#### **OFF-TARGET DELIVERIES**

**Surcharge: 25%**

A surcharge will apply if shipment is not delivered (or carrier has not checked in) during assigned target date/time.

#### **PADDED VAN DELIVERIES**

**Surcharge: \$8.00/CWT**

A padded van surcharge applies to van line carriers that transport freight at cubic displacement rates, operate a non-standard dock height equipment, require freight on the truck to be unloaded in a specific order or orientation, or require that freight on the truck be moved to unload the actual delivery.

#### **MARSHALING YARD**

**Surcharge: Maximum \$20.00**

Where EXPO Convention Contractors, Inc. as the show contractor must lease space for marshaling yard operations because no space is provided by the facility, EXPO may charge a fee per shipment processed through the marshaling yard.

#### **REWEIGH OF SHIPMENTS**

**Surcharge: \$25.00 per forklift load**

An additional charge per forklift load will be applied to shipments that have to be reweighed at the dock due to the lack of a certified weight ticket, or an incorrect or understated weight on a delivery document.

#### **EMPTY CRATE STORAGE**

**Surcharge: \$35.00 per piece**

A charge per crate, carton or skid applies when EXPO handles the storage and return of empties from a shipment not received by EXPO and therefore not subject to material handling charges.

Empty crates/cartons are stored in trailers during the show. They are returned in random order after the show closes and the aisle carpet has been picked up.

#### **ENVELOPE DELIVERIES**

**Surcharge: \$10.50 per envelope**

During show hours at the show facility, a charge will apply to receiving and delivering envelope packages to your booth.

#### **ACCESSIBLE STORAGE**

**Surcharge: Based on applicable Labor rate (refer to labor order form)**

Accessible storage will be accessible during the show, but not necessarily by exhibitors. There is a one hour labor rate charge for each time the accessible storage is accessed. There will be no charge to return material to the booth at the close of the show.

#### **WAREHOUSE STORAGE**

**Surcharge: Minimum one-hour labor fee for each trip**

Shipments arriving at the warehouse more than 30 days ahead incur storage fees. Transportation of freight to the warehouse after the show at the exhibitor's request incurs "return to warehouse" (RTW) fees and storage fees.

##### **Return to Warehouse Service Fee**

**Surcharge: \$15.00 per CWT, Minimum \$50.00**

(crated materials only, uncrated materials will not be accepted at warehouse)

##### **Receive & place in storage**

**Surcharge: \$6.00 per CWT**

##### **Storage per month**

**Surcharge: \$8.00 per CWT, Minimum \$25.00**

##### **Remove from storage & load out**

**Surcharge: \$4.00 per CWT**

#### **MOBILE SPOTTING FEE**

**Surcharge: \$400.00 round trip**

Vehicles operated by exhibitors may be allowed on the exhibit hall floor for loading or unloading, if EXPO determines such activity to be operationally feasible and safe. All vehicles operated on the exhibit hall floor must be escorted by EXPO personnel. In such cases, a MOBILE SPOTTING FEE will be charged. All local fire marshal rules and regulations apply. Please call customer service for details.

If you have any questions about material handling, please contact EXPO Exhibitor Sales & Services Department.

## MATERIAL HANDLING Q & A

**November 7 - 9, 2018**  
**JW Marriott Marquis**

### MATERIAL HANDLING Q & A

#### What is material handling (also referred to as drayage)?

Material handling is the process of unloading your freight from your shipping carrier, either at the warehouse or show site, delivering it to your booth, storing your empty containers (empties) if required, returning of your empties at the close of show, and then reloading your freight back onto your shipping carrier.

#### What is the definition of "freight"?

Any exhibit materials that are shipped or delivered to the advance warehouse or show facility via shipping carrier, POV, or delivery truck.

#### What is a "certified weight ticket"?

A printed weight ticket from a scale certified or inspected by a government authority such as the Dept. of Agriculture, indicating the date weighed, the weight of the shipment and the vehicle ID of the unit being weighed.

### IMPORTANT FACTS ABOUT ADVANCE SHIPMENTS

All shipments that are addressed to the advance warehouse address (please refer to "Advance Warehouse" shipping labels included in this manual).

EXPO will begin accepting your shipments 30 days prior to first show open day (date may vary depending on show schedule).

The warehouse will receive shipments Monday thru Friday, 8:00am - 3:30pm, excluding holidays.

Shipments must arrive by advance warehouse deadline date to avoid a late surcharge. (Please refer to the "Show Information" page included with this manual for deadline date.) Crates, cartons, skids, fibercases, and carpets can be accepted at the warehouse, but DO NOT ship crates weighing over 5,000 lbs., loose/uncrated shipments and/or machinery to warehouse. You must ship those items direct to show site.

All shipments must have a bill of lading or delivery slip indicating number of pieces and weight. **Certified weight tickets required.**

### MATERIAL HANDLING CHARGES

#### What determines how much I'm charged?

Charges are based off the weight from your inbound weight ticket included with your shipment.

#### How do I calculate material handling charges?

Material handling services, whether used completely, or in part, are offered as a package. When recording weight, round up to the next 100lbs. For example: 285lbs. = 300lbs./100 lbs. = 3 X RATE = \$ Amount or minimum charge, whichever is greater.

#### Will there be any additional charges?

Additional charges may apply. Please review the Material Handling Authorization form.

### LIABILITY INSURANCE

#### What is and why would I need liability Insurance?

Accidents happen, therefore, most show organizers and facilities require liability insurance. Please refer to your booth contract for exact minimums required.

Please make sure your materials are covered from the moment they leave your company location to the time they return after the close of the show.

#### What is the difference between material handling and shipping?

*Shipping* is the process of carrying your shipment from your location, pick-up area to its destination and also the process of returning your shipment back to your location after the close of the show. *Material handling* begins at the time your shipment arrives to the docks (please refer to "What is material handling?" for the full definition.)

#### Do I need to order a fork lift to unload or reload my freight?

No, please do not order a forklift for unloading/reloading of your materials. It is included in the material handling/drayage fee.

#### What does CWT mean?

CWT is an acronym for Century Weight, therefore it means per 100lbs.

### CRATED~UNCRATED~SPECIAL HANDLING

#### What are CRATED materials?

Materials delivered that are skidded or in a container that can easily be unloaded/reloaded with no special handling required.

#### What are UNCRATED materials?

Materials delivered that are loose, pad-wrapped or un-skidded without proper lifting bars and/or hooks.

#### What Is SPECIAL HANDLING?

Shipments delivered that require extra labor for stacking or unstacking containers on a truck (cubic loading), tarping or untarping freight or containers, or rigging pieces for loading or unloading on a truck or from the ground, or other circumstances requiring the rehandling of materials.

### IMPORTANT FACTS ABOUT DIRECT SHIPMENTS

#### What are direct shipments?

All shipments that are addressed directly to the exhibit facility (please refer to "Direct to Show" shipping labels included in this manual).

Shipments must arrive during exhibitor move-in times only. Do not ship direct to show site in advance. If delivery cannot be guaranteed to arrive during exhibitor move-in, shipment must go to advance warehouse.

All shipments must have a bill of lading or delivery slip indicating number of pieces and weight. **Certified weight tickets required.**

Crates weighing over 5,000lbs. or loose/uncrated shipments must be shipped direct to show site to arrive during exhibitor move-in times.

All shipments must be prepaid, no collect on delivery shipments will be accepted.

### OUTBOUND SHIPMENTS

You must complete an EXPO Bill of Lading (BOL) for all outbound shipments. Please come to the Expo Service Desk the last day of the show to settle your account and pick up a BOL.

Upon completion of packing and labeling of your materials, complete the bill of lading with all required information, and return to the Exhibitor Service Desk. If you have questions on how to complete your bill of lading, please ask an EXPO exhibitor service representative located at the exhibitor service desk.

If you are NOT using the designated shipping carrier, you must call your carrier with pick-up information. If your carrier fails to pick up your shipment, EXPO will either reroute your freight through the carrier of our choice or return to the local warehouse (whichever is indicated on your BOL).

CREF 2018

From:  
Company Name: \_\_\_\_\_

Booth #: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Contact Phone #: \_\_\_\_\_



ADVANCE WAREHOUSE



To: EXPO Convention Contractors, Inc.  
15959 NW 15th Avenue  
Miami, Florida 33169-5607

For:  
CREF 2018

Delivery Hours: M-F 8:30am-3:00pm

First Day freight can arrive w/o a surcharge:  
OCTOBER 8, 2018

Last day freight can arrive w/o a surcharge:  
OCTOBER 31, 2018

From:  
Company Name: \_\_\_\_\_

Booth #: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Contact Phone #: \_\_\_\_\_



ADVANCE WAREHOUSE



To: EXPO Convention Contractors, Inc.  
15959 NW 15th Avenue  
Miami, Florida 33169-5607

For:  
CREF 2018

Delivery Hours: M-F 8:30am-3:00pm

First Day freight can arrive w/o a surcharge:  
OCTOBER 8, 2018

Last day freight can arrive w/o a surcharge:  
OCTOBER 31, 2018



**CREF 2018**

From:  
**Company Name:** \_\_\_\_\_

**Booth #:** \_\_\_\_\_

Contact Name: \_\_\_\_\_

Contact Phone #: \_\_\_\_\_



**DIRECT SHIPMENT**



**To: EXPO Convention Contractors, Inc.**

**c/o JW Marriott Marquis**

**255 Biscayne Blvd. Way      Metropolitan Ballroom**

**Miami, Florida 33131**

**For:  
CREF 2018**

**Must arrive on NOVEMBER 7, 2018 ONLY**

From:  
**Company Name:** \_\_\_\_\_

**Booth #:** \_\_\_\_\_

Contact Name: \_\_\_\_\_

Contact Phone #: \_\_\_\_\_



**DIRECT SHIPMENT**



**To: EXPO Convention Contractors, Inc.**

**c/o JW Marriott Marquis**

**255 Biscayne Blvd. Way      Metropolitan Ballroom**

**Miami, Florida 33131**

**For:  
CREF 2018**

**Must arrive on NOVEMBER 7, 2018 ONLY**



To assist you in planning for your participation in this event, we are certain you appreciate knowing in advance that union labor is required for certain aspects of your exhibit handling. To help you understand the Area Work Rules, we ask you to read the following:

### **FREIGHT HANDLING**

The Local Union claims jurisdiction over the operation of all material handling equipment, all unloading and reloading. An exhibitor may move material that is hand-carriable by one person in one trip, without the use of dollies, hand truck or other mechanical equipment. When exhibitors choose to hand-carry in accordance with the foregoing, they are not permitted access to the loading dock area(s).

EXPO is responsible for receiving and handling all exhibit materials and empty crates. It is our responsibility to manage loading docks and schedule vehicles for the smooth and efficient move-in and move-out of the exposition.

### **EXHIBIT INSTALLATION AND DISMANTLING**

The Local Union claims jurisdiction over the installation and dismantle of tradeshow and exhibits. Full time employees of the exhibiting companies, however, may set their own exhibits without assistance from this local. Any labor services that may be required beyond what your regular full time employees can provide, must be rendered by the Union. Labor can be ordered in advance by returning the Labor form, or at show site, at the service desk. Proof of full time employment status may be requested by the Union Steward of any personnel working on your booth.

### **GRATUITIES**

We request that exhibitors do not tip (such practices as giving money, merchandise, or other special consideration for services rendered) employees. Do not give coffee breaks other than mid-morning and mid-afternoon, when union employees have fifteen minute paid breaks. Any attempts to solicit a gratuity by an employee for any service should be reported immediately to a supervisor. Employees are paid an excellent wage. Tipping is strongly discouraged and is not an accepted company policy.

### **EXPO HOLD HARMLESS AGREEMENT / VEHICLE SPOTTING**

The Association and Exhibitor will hold harmless EXPO Convention Contractors, Inc. for any damage or injury resulting from vehicle spotting. Damage or injury to Vehicle / Driver / 3<sup>rd</sup> Party Personnel / Display.

### **IN GENERAL**

Craftsmen at all levels are instructed to refrain from expressing any grievances or directly challenging the practices of any exhibitor. It is recommended that any questions arising with regard to union jurisdiction or practices be directed to an EXPO management representative.

**November 7 - 9, 2018**  
**JW Marriott Marquis**

## LABOR

**DISCOUNT DEADLINE:**  
**OCTOBER 24, 2018**

Labor Information			Discount Price	Show Site Price
Straight Time	Monday - Friday	8:00am - 4:30pm	\$68.50	\$92.40
Over Time	Monday - Friday Saturday & Sunday	4:30pm - 8:00am All Day	\$102.75	\$138.60
Double Time	Holiday	All Day	\$137.00	\$184.80

**Please note**

- Hours are based on estimates, you will be invoiced for actual time incurred.
- Requested times are not guaranteed and are based on availability.
- Minimum one hour will be charged. Additional time will be billed in half-hour increments.
- If Labor order is cancelled within 24 hours of scheduled services, total charges will be assessed.

Expo Supervisory Fee is 20% of total cost or \$50.00, whichever is greater.

Is Labor for assembling sign for hanging? Y/N \_\_\_\_\_  
Is Labor for laying your own carpet? Y/N \_\_\_\_\_

## INSTALLATION

Your Supervisor's Name: Cell Number:				Expo Supervision? Yes / No		
Date	Start Time	Number of Men	Hours per Man	Rate	Expo Supervision Cost	Estimated Cost

## DISMANTLE

Your Supervisor's Name: Cell Number:				Expo Supervision? Yes / No		
Date	Start Time	Number of Men	Hours per Man	Rate	Expo Supervision Cost	Estimated Cost

**Please complete this section if you have chosen EXPO to supervise your installation and/or dismantling.**

### Set-up Information for Installation

Please check all that apply and provide information where requested.

Booth size: \_\_\_\_\_ X \_\_\_\_\_  
Forklift required? \_\_\_\_\_ Yes \_\_\_\_\_ No  
Carpet is? \_\_\_\_\_ Owned \_\_\_\_\_ Rented from EXPO  
Carpet padding? \_\_\_\_\_ Yes \_\_\_\_\_ No  
Drawings? \_\_\_\_\_ Faxed to EXPO \_\_\_\_\_ Shipped w/exhibit crates

### Electrical Information:

\_\_\_\_\_ Electrical should go under the carpet (diagram is attached)  
\_\_\_\_\_ Electrical drawings are attached  
\_\_\_\_\_ Electrical drawings are with exhibit in crate number  
\_\_\_\_\_ Electrical drawings were sent to the official contractor

### Services You Have Ordered (please check all that apply):

Electrical \_\_\_\_\_ Furniture \_\_\_\_\_ A/V Equipment \_\_\_\_\_  
Booth Cleaning \_\_\_\_\_ Telephone/Internet \_\_\_\_\_

### Inbound Freight Information

Carrier Company Name: \_\_\_\_\_  
# of pieces: \_\_\_\_\_ Weight of Shipment \_\_\_\_\_  
Is Shipment? \_\_\_\_\_ Crated \_\_\_\_\_ Uncrated  
Tracking/Pro#: \_\_\_\_\_  
Estimated arrival date: \_\_\_\_\_  
Shipment to arrive at: \_\_\_\_\_ Warehouse \_\_\_\_\_ Show Site

### Outbound Freight Information

Carrier Company Name: \_\_\_\_\_  
Delivery Shipment To: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State, Zip: \_\_\_\_\_  
Type of Service (air, van line, ground, etc.): \_\_\_\_\_

**If for any reason your shipment is not picked up by your carrier, Please choose one of the following options: (Initial beside preferred option)**

Force freight through EXPO's preferred carrier: \_\_\_\_\_  
Send shipment back to EXPO warehouse: (\$50.00 min. fee) \_\_\_\_\_

Company Name: \_\_\_\_\_ Booth #: \_\_\_\_\_

Please return via fax along with Payment Policy form to **305.751.1298** or email to [info@expocci.com](mailto:info@expocci.com)



## NON-OFFICIAL CONTRACTOR

**November 7 - 9, 2018**  
**JW Marriott Marquis**

**DISCOUNT DEADLINE:**  
**OCTOBER 24, 2018**

For Exhibitors intending to use its own labor or contract for such services separately from EXPO, please read the following restrictions, requirements, and restraints. A non-official service contractor is any company, other than the designated official contractors, that an exhibitor wishes to use that requires access to the exhibit hall either before, during or after the Show. Use of a non-official contractor who requires any of the following services is not permitted: electrical, plumbing, telephone lines, drayage, rigging, booth cleaning, and catering. **NOTE: A valid and current copy of Exhibitor's contractor's Certificate of Insurance naming EXPO Convention Contractors, Inc., JW Marriott Marquis and Voila! Meetings & Incentives as "Additionally Insured" must accompany this document. If these documents are not provided, Exhibitor will not be allowed to use contractor's services in the area where unions claim jurisdiction.**

NOTE: Complete this form only if your company is using a Service Contractor other than EXPO Convention Contractors, Inc. to unpack, erect, assemble, dismantle or pack your display. **The local union claims jurisdiction over the erection, dismantling, repair and building of all exhibits.**

PLEASE COMPLETE:

\_\_\_\_\_ will indemnify and hold harmless EXPO Convention Contractors, Inc. from and against any bodily injury or property damage liability claims, judgments, damages, costs or expense, including reasonable attorney fees, arising out of or occasioned by the operations performed by \_\_\_\_\_ except for occurrences or accidents caused by the sole negligence of EXPO Convention Contractors, Inc., or for occurrences or accidents by any other party.

Exhibiting Company Name: \_\_\_\_\_ Booth # \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Authorized on-site representative \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
(Please Print)  
\*\*\*\*\*

Name of Service Firm: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_ On-Site Supervisor \_\_\_\_\_

On-Site Cell Phone: \_\_\_\_\_

Return this form, along with Certificate of Insurance, and name and address of the employee/s who are working in your booth by **OCTOBER 24, 2018** to EXPO, the Official Decorating Contractor:

EXPO CONVENTION CONTRACTORS, INC.  
15959 NW 15th Avenue, Miami, Florida 33169-5607  
ATTN: EXHIBITOR SALES & SERVICES  
Tel: 305-751-1234 Fax: 305-751-1298  
nstewart@expocci.com



**November 7 - 9, 2018**  
**JW Marriott Marquis**

### CLEANING

**DISCOUNT DEADLINE:**  
**OCTOBER 24, 2018**

Please indicate the Services Needed  
**All Rates Based on Gross Booth/Display Area, 100 square feet Minimum**

<b>Carpets Vacuuming</b>	<b>Rate</b>	<b>Booth Size**</b>	<b># Days</b>	<b>Total</b>
<div style="display: flex; align-items: center;"> <div style="border-bottom: 1px solid black; width: 150px; margin-right: 10px;"></div> <div style="margin-right: 10px;">Vacuuming</div> <div style="margin-right: 10px;">\$0.36 per sq. ft. X</div> <div style="display: flex; align-items: center;"> <div style="border-bottom: 1px solid black; width: 100px; margin-right: 5px;"></div> <div style="margin-right: 5px;">X</div> <div style="border-bottom: 1px solid black; width: 100px; margin-right: 5px;"></div> </div> <div style="margin-right: 10px;">= \$</div> <div style="border-bottom: 1px solid black; width: 100px;"></div> </div> <div style="display: flex; justify-content: space-between; font-size: small; margin-top: 5px;"> <span>(Check if Needed)</span> <span>(# Sq. Feet)</span> <span>(# Days Needed)</span> <span>Total Due</span> </div>				

Specify Dates Needed: \_\_\_\_\_

### **Porter Service - Trash Removal (2 hour intervals)**

	<b>Rate</b>	<b>Times Per Day</b>	<b># Days</b>	<b>Total</b>
<div style="display: flex; align-items: center;"> <div style="border-bottom: 1px solid black; width: 150px; margin-right: 10px;"></div> <div style="margin-right: 10px;">1 - 5 Booths:</div> <div style="margin-right: 10px;">\$50.50 @</div> <div style="display: flex; align-items: center;"> <div style="border-bottom: 1px solid black; width: 100px; margin-right: 5px;"></div> <div style="margin-right: 5px;">X</div> <div style="border-bottom: 1px solid black; width: 100px; margin-right: 5px;"></div> </div> <div style="margin-right: 10px;">= \$</div> <div style="border-bottom: 1px solid black; width: 100px;"></div> </div> <div style="display: flex; justify-content: space-between; font-size: small; margin-top: 5px;"> <span>(Check if Needed)</span> <span>(Number Intervals Per Day)</span> <span>(Total Number Days)</span> <span>Total Due</span> </div>				
<div style="display: flex; align-items: center;"> <div style="border-bottom: 1px solid black; width: 150px; margin-right: 10px;"></div> <div style="margin-right: 10px;">6 -15 Booths:</div> <div style="margin-right: 10px;">\$61.00 @</div> <div style="display: flex; align-items: center;"> <div style="border-bottom: 1px solid black; width: 100px; margin-right: 5px;"></div> <div style="margin-right: 5px;">X</div> <div style="border-bottom: 1px solid black; width: 100px; margin-right: 5px;"></div> </div> <div style="margin-right: 10px;">= \$</div> <div style="border-bottom: 1px solid black; width: 100px;"></div> </div> <div style="display: flex; justify-content: space-between; font-size: small; margin-top: 5px;"> <span>(Check if Needed)</span> <span>(Number Intervals Per Day)</span> <span>(Total Number Days)</span> <span>Total Due</span> </div>				

Specify Dates Needed: \_\_\_\_\_

### **Exhibit Cleaning**

<div style="display: flex; align-items: center;"> <div style="border-bottom: 1px solid black; width: 150px; margin-right: 10px;"></div> <div style="margin-right: 10px;">Exhibit cleaning &amp; dusting of display daily</div> <div style="margin-right: 10px;">\$31.50 X</div> <div style="display: flex; align-items: center;"> <div style="border-bottom: 1px solid black; width: 100px; margin-right: 5px;"></div> <div style="margin-right: 5px;"># of days = \$</div> <div style="border-bottom: 1px solid black; width: 100px;"></div> </div> </div> <div style="display: flex; justify-content: space-between; font-size: small; margin-top: 5px;"> <span>(Check if Needed)</span> </div>	
<div style="display: flex; align-items: center;"> <div style="border-bottom: 1px solid black; width: 150px; margin-right: 10px;"></div> <div style="margin-right: 10px;">Exhibit cleaning &amp; dusting 1 time only</div> <div style="margin-right: 10px;">\$42.00</div> <div style="display: flex; align-items: center;"> <div style="border-bottom: 1px solid black; width: 100px; margin-right: 5px;"></div> <div style="margin-right: 5px;">\$</div> <div style="border-bottom: 1px solid black; width: 100px;"></div> </div> </div> <div style="display: flex; justify-content: space-between; font-size: small; margin-top: 5px;"> <span>(Check if Needed)</span> <span>(Specify Date Needed)</span> </div>	

Specify Dates Needed: \_\_\_\_\_

Total Order	
7% Sales Tax	
Total Due	

Company Name: \_\_\_\_\_ Booth #: \_\_\_\_\_

Please return via fax along with Payment Policy form to **305.751.1298** or email to [info@expocci.com](mailto:info@expocci.com)

## SIGNS & GRAPHICS

**DISCOUNT DEADLINE:**  
**OCTOBER 24, 2018**

**November 7 - 9, 2018**  
**JW Marriott Marquis**

# EXPO GRAPHICS & SIGNS ORDER FORM

We at EXPO, are committed to exceptional service to our clients from inception to production. Dynamic signage and stunning graphics makes a lasting impression and a more successful meeting.

Send your PRINT READY ARTWORK and complete the below information to have your graphics & signs delivered right to your booth.

Advance Orders	Late Orders	Size	Qty.	Horizontal	Vertical	Easel Back add \$6	Total \$
\$26.25	\$47.25	8.5" x 11"					
\$52.50	\$78.75	22" x 28"					
\$105.00	\$136.50	28" x 44"					
\$157.50	\$215.25	36" x 48"					
Banners are \$10.50 per square foot & come with Grommets. (\$100 min)							

All signs come mounted on 3/16" foam core.

Please call for quote on dimensions of graphics not shown above.  
Contact us with questions at 305.751.1234

For basic Black Text on White Sign Copy....Please print clearly

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## HOW TO SUBMIT YOUR ARTWORK:

Expo uses HP 5000 Series large format printers using Onyx RIP software. We use Windows XP computers. All files should be saved for PC format. No MAC files are accepted.

### EPS & AI formats:

We use Illustrator CS5 to read eps. & ai. files Check & make sure that all graphic elements are inside the document box. No clip masks. The document box should be the same size as the image you want printed or reduced in multiple of 2. No bleeds or crop marks. These are outside the document box & would need to be removed before the image enters the RIP process. Only Illustrator "crop area make" – "crop area release" function is compatible with Onyx RIP software. Bleeds are added if necessary in the Rip process.

Please convert all fonts to outlines.

### TIF & PSD (Photoshop) formats

We use Photoshop CS5 to read TIF & PSD files. For best results images should be at least 72 ppi or greater when viewed close up. If the image is going to be viewed at a distance, lower quality images are ok.\*

### Problem formats

**Word documents Images:** Images embedded in Word documents are unsuitable for large format printing. Please try to obtain the original image.

**Adobe In Design files:** Please convert In Design files to an illustrator or pdf format.

**Gif files:** The gif format has only 256 colors (8 bit) & require a lot of editing for large format printing.\*\*

**Jpg files:** jpg is an image compression format. This compression leaves artifacts in the image. Only images that are saved with little or no compression are suitable for large format printing.

\* A 300 ppi 8.5" X 11" magazine cover at is only 34 ppi when printed 8 ft tall. This would be ok if viewed at a distance.

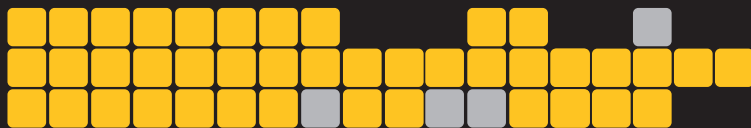
\*\* Needs to be converted to 24bit & noise added to reduce banding.

**Send graphics file to EXPOCCI@GMAIL.COM and include SHOW NAME, COMPANY NAME & BOOTH #**

Company Name: \_\_\_\_\_ Booth #: \_\_\_\_\_

Please return via fax along with Payment Policy form to **305.751.1298** or email to [info@expocci.com](mailto:info@expocci.com)





## AUDIOVISUAL EXHIBITOR SERVICES

NAME OF CONFERENCE:	START DATE:	END DATE:	# EVENT DAYS:
COMPANY NAME:	ON-SITE CONTACT NAME:	ROOM/EXHIBIT BOOTH #:	
STREET ADDRESS:	CITY & STATE :	ZIP CODE:	
TELEPHONE NUMBER:	DELIVERY DATE	DELIVERY TIME	<input type="checkbox"/> AM <input type="checkbox"/> PM
EMAIL ADDRESS:	PICKUP DATE	PICKUP TIME	<input type="checkbox"/> AM <input type="checkbox"/> PM
ORDERED BY:			

**PSAV WILL CONTACT YOU DIRECTLY FOR PAYMENT INFORMATION. PRICING IS PER DAY.**

➤ If you have a special request or need additional equipment, please call 305.421.8691 or 305.421.8691.  
Email completed form to [JWMM@psav.com](mailto:JWMM@psav.com)

**PRICES ARE FOR EXHIBIT FLOOR ONLY. ALL RENTAL PRICES SUBJECT TO A 15% MARKUP IF ORDERED DAY OF.**

VIDEO/DATA DISPLAY	QTY	PRICE
DLP Projector		\$ 350
Blu-Ray Player		\$ 90

ACCESSORIES	QTY	PRICE
Tripod Screens: 5', 6', 7' or 8'		\$ 70
42" - 54" Rolling Cart w/Black Skirt		\$ 45

CUSTOM ITEMS	QTY	PRICE
		\$
		\$
		\$
		\$
		\$
		\$

MONITORS	QTY	PRICE
22" LCD Monitor (Table Top)		\$ 95
46" LED Monitor		\$ 375
55" LED Monitor		\$ 475

70" Monitor (Dual Post Stand, Table Stand, Speakers) Please contact PSAV for quote

INTERNET ACCESS	QTY	PRICE
Wired Internet Connection		\$ 250
Wireless Internet Connection		\$ 35
Dedicated Bandwidth		Please contact PSAV for quote

POWER	QTY	PRICE
120V Single Phase - 20 AMP (Includes extension cord & power strip)		\$ 100
120V Single Phase - 100 AMP		\$ 705
120V Single Phase - 200 AMP		\$ 1405
208V Three Phase - 30 AMPs		\$ 305
25' AC Cable		\$ 20
Power Strip		\$ 20

### ORDERING INSTRUCTIONS

**To guarantee equipment availability and advanced rate, this order should reach us 21 days prior to delivery.**

Operator labor, if requested, is subject to the prevailing hourly rate with a 4 hour minimum. An electronic receipt will be emailed to you.

The total charge per item is determined by multiplying the price by the quantity ordered. Please include applicable Sales Tax on equipment rental.

**TAX EXEMPT STATUS** – If you are exempt from payment of sales tax, we require you to forward an exemption certificate for the state in which the services are to be provided.

### CANCELLATIONS:

- A) Cancellations received within 48 hours of the scheduled delivery date are subject to a 50% fee applicable to equipment and tax.
- B) Cancellations received on the day of scheduled delivery or "no-shows" are subject to the full amount of the order to include installation, drayage and tax.

**Labor and/or service charges may apply, and/or loss damage waiver.**

**SPECIAL REQUESTS** Please add any items not listed above that you require.




### WE'RE PROUD TO SERVE AS YOUR OFFICIAL TECHNOLOGY PROVIDER

Exhibiting Company:		Booth #:	
Onsite Contact:		Onsite Cell:	
Delivery Date:	Time Frame:	Pickup Date:	Time Frame:
Ordered By:	Email Address:	Phone #:	
Credit Card:	Expiration Date:	Security Code:	
Billing Address:	City:	State:	Zip:

### ORDER TODAY!

For Fast and Easy Ordering, [Order Online](#), or Submit this Completed Form to [exhibitorsales@smartsourcerentals.com](mailto:exhibitorsales@smartsourcerentals.com)

Audio Visual Equipment				Computer Technology			
	Show Price	Qty	Total		Show Price	Qty	Total
Large LED Displays	90" LED Display with Speakers*	\$1,895	\$0	PCs/Laptops	HP Touch Smart 23" Quad Core i7 (Desktop)	\$235	\$0
	80" LED Display with Speakers*	\$1,389	\$0		Dell 7040 SFF i7 (Desktop)	\$165	\$0
	65" LED Display with Speakers*	\$995	\$0		Dell E6520 i7 (Desktop)	\$145	\$0
	55" LED Display with Speakers*	\$675	\$0		HP Probook 650 (Laptop)	\$190	\$0
	46" LED Display with Speakers*	\$545	\$0		27" Thunderbolt Display	\$215	\$0
	40" LED Display with Speakers*	\$425	\$0	21.5" iMAC i5 QC 16/1TB	\$250	\$0	
	32" LED Display with Speakers*	\$285	\$0	Apple Products	27" iMAC i5 QC 8/1TB	\$295	\$0
Touch Screens	65" LED Touch Screen*	\$1,890	\$0		21.5" iMAC i7 QC 16/1TB	\$325	\$0
	55" LED Touch Screen*	\$1,195	\$0		27" iMAC i7 QC 16/1TB	\$425	\$0
	48" LED Touch Screen*	\$1,090	\$0		Mac Mini i5 (4GB, 500GB)	\$120	\$0
	42" LED Touch Screen*	\$795	\$0		15.4" MacBook Pro i7 QuadCore (8GB, 750GB)	\$225	\$0
	40" LED Touch Screen*	\$920	\$0		iPad 5 Air WiFi 16GB	\$105	\$0
	32" LED Touch Screen*	\$580	\$0		iPad Pro 128GB	\$205	\$0
	Monitors	27" LCD Widescreen Display*	\$170		\$0	Kiosks & Charging Stations	
24" LCD Widescreen Display*		\$90	\$0	Products	Lililab Floor iPad Stand (stand only)	\$210	\$0
20" LCD Display (4:3)*		\$35	\$0		21.5" Podium Kiosk	\$685	\$0
19" LCD Display (4:3)*		\$25	\$0		Hightop Table Charging Station	\$795	\$0
Video Walls	LED Tiles	Call For Pricing			Lockable Charging Station	\$995	\$0
	NEC 46" LCD Video Wall Panel*	\$1,100	\$0		Classic Charging Station (Includes Branding)	\$1,295	\$0
	NEC 55" LCD Video Wall Panel*	\$1,450	\$0	Branding	Branding options are available for all Kiosks and Charging Stations. Call for more details. Prices vary per unit.		
	2X2 46" LCD Video Wall**	\$4,125	\$0				
	3X3 46" LCD Video Wall**	\$9,100	\$0	Copiers & Printers			
	2X2 55" LCD Video Wall**	\$6,525	\$0	Office Tools	HP Black & White Laser Printer	\$210	\$0
	3X3 55" LCD Video Wall**	\$14,500	\$0		HP Color Laser Printer	\$320	\$0
Projection	5000 Lumen Projector	\$625	\$0		HP Black & White Copier	\$695	\$0
	8' x 8' Tripod Projection Screen	\$195	\$0		HP Color Copier	\$695	\$0
	7.5' x 10' FastFold Screen w/Dress Kit	\$595	\$0		For assistance with your order, and for questions about other technology solutions, please contact Shae Brummitt-Edwards at (321) 710-3361, or via email at <a href="mailto:sbrummitt-edwards@smartsourcerentals.com">sbrummitt-edwards@smartsourcerentals.com</a>		
	Meyer Self-Powered Mini Speaker	\$175	\$0				
Sound	JBL Pro 10" Powered Speaker Includes Stand	\$155	\$0				
	Booth Sound System (2) MM Meyers Speakers w/Stands, Mixer & Wireless Mic	\$710	\$0				
	Wireless Mic Kit (1) Lav, (1) HH, (1) Receiver	\$300	\$0				
	Display Stands & Accessories	Wall Bracket For SmartSource Displays between 19" and 24"	\$25	\$0			
72" Single Post Floor Stand For SmartSource Displays from 19" and 24"		\$85	\$0				
72" Dual Post Floor Stand For SmartSource Displays of 32" and larger		\$85	\$0				
Spandex Wrap for Dual Post Stand		\$35	\$0				
Accessory Shelf for Dual Post Stand		\$30	\$0				
Mifi Hotspot Device Activation Fee Included		\$150	\$0				

Equipment Subtotal		\$0
Delivery, Set-up, and Pick-up 30% or Minimum Charge of \$175		\$175
Damage & Loss Waiver 10.5%		\$0.00
To decline waiver, type No in the orange box.		
Sales Tax of 7.0%		\$0.00
Grand Total		\$175.00

\*Includes Wall Mount or Table Top Stand, \*\*Includes Floor Stand or Wall Mount

Customer is responsible for the coordination of required union labor and drayage, along with any associated fees.

Show Name:	Caribbean Renewable Energy Forum	Show Dates:	November 6-9, 2018	Show Code:	CREF1118
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For specific details regarding your rental order, please refer to our [Terms & Conditions](#).

Equipment Subtotal	\$0
Delivery, Set-up, and Pick-up 30% or Minimum Charge of \$175	\$175
Damage & Loss Waiver 10.5%	\$0.00
To decline waiver, type No in the orange box.	
Sales Tax of 7.0%	\$0.00
<b>Grand Total</b>	<b>\$175.00</b>

OTHER ITEMS AVAILABLE UPON REQUEST



## UPS Freight<sup>SM</sup> Trade Show Services

### Simplified shipping solutions

#### Inbound to the show

- Contact with a trade show specialist provides the right solution for moving your exhibit to and from the show—well before it begins.
- Advance warehousing streamlines the shipping process prior to shows and ensures priority delivery to the show floor.
- Round-the-clock tracking capabilities give you real-time information on exhibit materials and your booth.

#### Outbound from the show

- On-site UPS representatives advise on freight and package transportation options.
- Our full range of freight and package services includes ground or air service, as well as guaranteed\* and time-definite urgent services.
- Coordinated package and freight pickups at the show help get you to the airport on time.

Contact Trade Show Services at 800.988.9889 or via email at [tradeshow@upsfreight.com](mailto:tradeshow@upsfreight.com).



### A complete range of services from the carrier you know and trust

#### Freight services:

- Ground freight
- Air freight
- Urgent

#### Package services:

- Ground
- Air
- International

# UPS Freight<sup>SM</sup> Trade Show Services

Dedicated trade show experts available at 800.988.9889 or via email at [tradeshow@upsfreight.com](mailto:tradeshow@upsfreight.com)

## Full range of services

### Urgent

- Time-specific delivery by air or ground
- Expedited air and ground to and from shows

### Standard

- Intact and on-time delivery from coast to coast or within the same city (two to five days, standard time)

### Package

- On-site coordination of package and freight shipping

## Tips for smoother trade show shipping

- Remove all old shipping labels and affix new shipping labels.
- Take advantage of our advance warehouse capabilities to eliminate tight delivery windows.
- Include deliver-by date on bill of lading for advance warehouse shipments.
- Include target (move-in) date on bill of lading if shipping directly to show site.
- Include booth number and phone number on bill of lading and on freight and package labels.

\* In the event that UPS Freight fails to deliver the shipment by the agreed time and date, freight charges will be canceled. UPS Freight is not liable for any consequential damages arising from failure to deliver as agreed. See UPS Freight's Tariff and Terms and Conditions at [l1l.upsfreight.com](http://l1l.upsfreight.com) and any other applicable contract, as other restrictions may apply.

## Online resources

- 24/7 shipment tracking provides real-time visibility
- Electronic bills of lading streamline shipment processing

Visit us at:  
[upsfreight.com/tradeshow](http://upsfreight.com/tradeshow)  
or call 800.988.9889

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## Multimodal capabilities





# EXPO

## CONVENTION CONTRACTORS INC.

TEL: 305/751-1234 FAX: 305/754-9402



Let's Show Off Together!

012 .1

CUSTOM FURNITURE



## CORDOBA... BLACK LEATHER



CM-1 Cordoba Sofa - Black Leather



CM-2 Cordoba Loveseat - Black Leather



CM-3 Cordoba Chair - Black Leather

CM-1 Sofa - Black Leather  
80"L x 31"D x 33"H

CM-2 Loveseat - Black Leather  
56"L x 31"D x 33"H

CM-3 Chair - Black Leather  
33"L x 31"D x 33"H



**CHARGED!**



## CONCORD... WHITE LEATHER



C-4 Concord Sofa - White Leather



C-4C Concord Sofa w/ Charging Console - White Leather



C-5 Concord Loveseat  
White Leather



C-5C Concord Loveseat w/ Charging Console  
White Leather



C-6 Concord Chair  
White Leather

C-4 Sofa - White Leather  
79.5"L x 32"D x 34.5"H

C-4C Sofa - White Leather  
w/ Charging Console  
87"L x 32"D x 34.5"H

C-5 Loveseat - White Leather  
56"L x 32"D x 34.5"H

C-5C Loveseat - White Leather  
w/ Charging Console  
63.5"L x 32"D x 34.5"H

C-6 Chair - White Leather  
33"L x 32"D x 34.5"H



CONCORD





## CONTEMPO...WHITE OR BLACK LEATHER



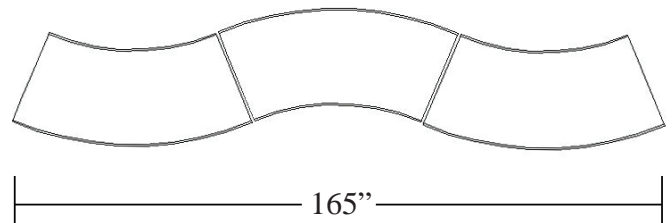
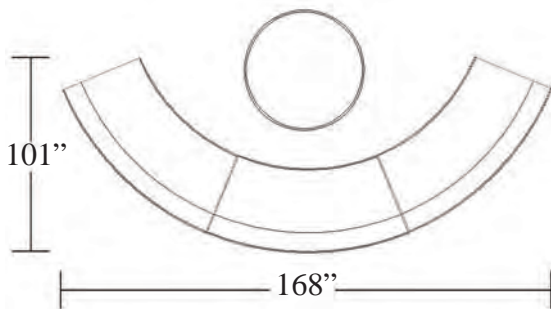
- ☐ I-1 Contempo Curve Sofa  
White Leather
- ☒ I-4 Contempo Curve Sofa  
Black Leather



- ☐ I-2 Contempo Curve Bench  
White Leather
- ☒ I-5 Contempo Curve Bench  
Black Leather



- ☐ I-3 Contempo Round Ottoman  
White Leather
- ☒ I-6 Contempo Round Ottoman  
Black Leather



I-1 Curve Sofa - White Leather  
71"L x 34"D x 30"H

I-2 Curve Bench - White Leather  
71"L x 34"D x 17"H

I-3 Round Ottoman - White Leather  
40"L x 40"D x 17"H

I-4 Curve Sofa - Black Leather  
71"L x 34"D x 30"H

I-5 Curve Bench - Black Leather  
71"L x 34"D x 17"H

I-6 Round Ottoman - Black Leather  
40"L x 40"D x 17"H

## LAREDO... BLACK LEATHER



C-1 Laredo Sofa - Black Leather



C-2 Laredo Loveseat - Black Leather



C-3 Laredo Chair - Black Leather

## SOUTH BEACH... WHITE OR RED LEATHER



- ☐ E-1 South Beach Sofa - White Leather
- ☒ E-4 South Beach Sofa - Red Leather



- ☐ E-2 South Beach Chair - White Leather
- ☒ E-5 South Beach Chair - Red Leather



- ☐ E-3 South Beach Bench - White Leather
- ☒ E-6 South Beach Bench - Red Leather

C-1 Sofa - Black Leather  
77"L x 34"D x 32"H

C-2 Loveseat - Black Leather  
54"L x 34"D x 32"H

C-3 Chair - Black Leather  
32"L x 34"D x 32"H

E-1 Sofa - White Leather  
85"L x 34"D x 32"H

E-2 Chair - White Leather  
53"L x 34"D x 32"H

E-3 Bench - White Leather  
53"L x 27"D x 16"H

E-4 Sofa - Red Leather  
77"L x 34"D x 32"H

E-5 Chair - Red Leather  
53"L x 34"D x 32"H

E-6 Bench - Red Leather  
53"L x 27"D x 16"H



## MELROSE... RED SUEDE



G-1 Melrose Sofa - Red Suede



G-2 Melrose Chair - Red Suede



G-3 Melrose Bench - Red Suede

G-1 Sofa - Red Suede  
78"L x 41"D x 30"H

G-2 Chair - Red Suede  
40"L x 36"D x 30"H

G-3 Bench - Red Suede  
61"L x 21"D x 17"H



## MODERN... WHITE LEATHER & CHROME

H-5 Modern Sofa  
White Leather  
72"L x 31"D x 26"H

H-6 Modern Chair  
White Leather  
35"L x 32"D x 27"H



H-5 Modern Sofa - White Leather



H-6 Modern Chair - White Leather

I-10 Da Vinci Sofa  
White Leather  
74"L x 35"D x 36"H  
Flat (74"L x 48"D x 18"H)



I-10 Da Vinci Sofa - White Leather



*Sofa Folds into Flat Bench*



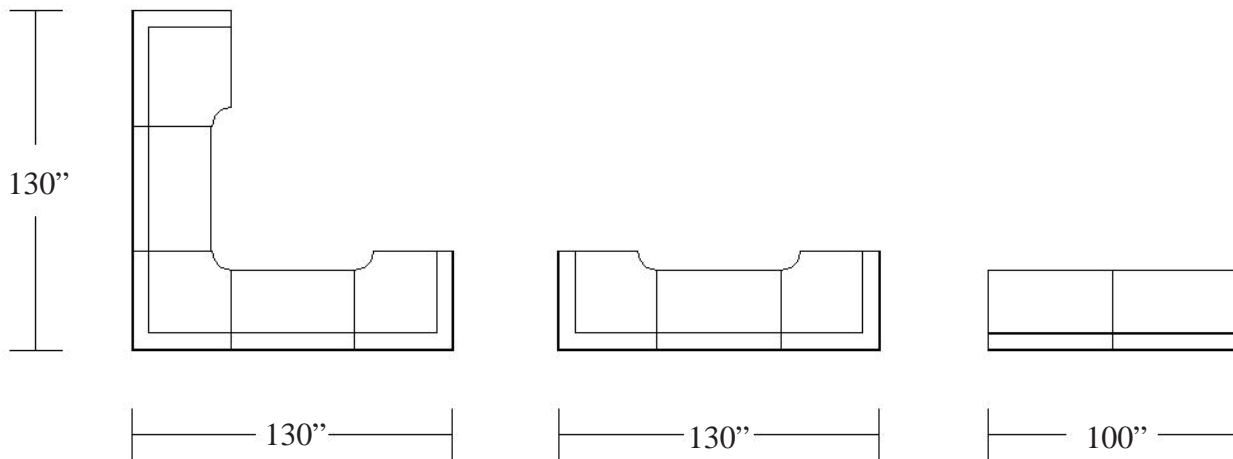


**MONTE CARLO...WHITE OR BLACK LEATHER**



- ☒ H-1 Monte Carlo Loveseat  
Black Leather
- ☐ H-3 Monte Carlo Loveseat  
White Leather

- ☒ H-2 Monte Carlo Corner  
Black Leather
- ☐ H-4 Monte Carlo Corner  
White Leather



H-1 Loveseat - Black Leather  
50"L x 38"D x 29"H

H-3 Loveseat - White Leather  
50"L x 38"D x 29"H

H-2 Corner - Black Leather  
40"L x 40"D x 29"H

H-4 Corner - White Leather  
40"L x 40"D x 29"H



## UPTOWN... BLACK SUEDE



A-1 Uptown Sofa - Black Suede



A-2 Uptown Loveseat - Black Suede



A-3 Uptown Chair - Black Suede



A-4 Uptown Bench - Black Suede

A-1 Sofa - Black Suede  
83"L x 32"D x 32"H

A-2 Loveseat - Black Suede  
59"L x 32"D x 32"H

A-3 Chair - Black Suede  
39"L x 32"D x 32"H

A-4 Bench - Black Suede  
61"L x 20"D x 17"H



## NEWPORT... TAN SUEDE



B-1 Newport Sofa - Tan Suede



B-2 Newport Loveseat - Tan Suede



B-3 Newport Chair - Tan Suede

B-1 Sofa - Tan Suede  
79"L x 34"D x 32"H

B-2 Loveseat - Tan Suede  
54"L x 34"D x 32"H

B-3 Chair - Tan Suede  
32"L x 34"D x 32"H



## ACCENT CHAIRS...

F-7 Stage Chair  
Black Leather  
27"L x 23"D x 35"H



F-7

F-8 Stage Chair  
Burgundy Leather  
27"L x 23"D x 35"H



F-8

F-9 Stage Chair  
White Leather  
27"L x 23"D x 35"H



F-9

I-9 Glove Chair - White Leather  
30"L x 30"D x 32"H



I-9

E-18 Aspen Chair  
White Leather  
30.5"L x 28"D x 30"H



E-18



F-1



F-3



F-5

F-2

F-4

F-6

F-1 Barcelona Chair - Red Leather  
31"L x 35"D x 33"H

F-2 Barcelona Ottoman - Red Leather  
24"L x 24"D x 17"H

F-3 Barcelona Chair - White Leather  
31"L x 35"D x 33"H

F-4 Barcelona Ottoman - White Leather  
24"L x 24"D x 17"H

F-5 Barcelona Chair - Black Leather  
31"L x 35"D x 33"H

F-6 Barcelona Ottoman - Black Leather  
24"L x 24"D x 17"H



## CHARGED!

*\*Electric Required for following CHARGED products*



E-14C



E-15C



M-5J



I-1C



P-13C

E-14C Tall Pub Table - White  
Charged  
60"L x 25"D x 42"H

E-15C Short Pub Table - White  
Charged  
60"L x 25"D x 30"H

### ADD LIGHTING

\*E-UL Under Lighting Add-on

\*Available on E-8C, E-14C, and  
E-15C

M-5J Bar Table - White / Chrome  
Charged  
30"Dia x 42"H

I-1C Contempo Curve Sofa  
White Leather - Charged  
71"L x 34"D x 30"H

P-13C White Laminant  
Conference Table - Charged  
53"L x 33"D x 29"H





## CHARGED!

*\*Electric Required for following CHARGED products*



E-11 Charged Sofa  
White Leather



E-12 Charged Loveseat  
White Leather



E-13 Charged Chair  
White Leather



E-11 Sofa - White Leather - Charged  
72"L x 31"D x 32"H

E-12 Loveseat - White Leather - Charged  
55"L x 31"D x 32"H

E-13 Chair - White Leather - Charged  
33"L x 31"D x 32"H



E-10C

White Cube End Table - Charged  
(Multi Device Charging Cable)



D-6C

Black Cube End Table - Charged  
(Multi Device Charging Cable)



E-8C

E-10C End Table - White Cube - Charged  
20"L x 20"D x 20"H

D-6C End Table - Black Cube - Charged  
24"L x 24"D x 20"H

E-8C Cocktail - White Rectangle - Charged  
47"L x 23"D x 16"H

## OCCASIONAL TABLES...



I-7



I-8



A-10



A-11



B-4



B-5



D-4



D-5



D-6

*\* Also Available Charged (D-6C)*

I-7 Cocktail - Chrome / Glass  
45"L x 32"D x 18"H

A-10 Cocktail - Black / Glass  
48"L x 24"D x 17"H

B-4 Cocktail - Natural  
48"L x 24"D x 17"H

D-4 Cocktail - Black Square  
30"L x 30"D x 16"H

I-8 End Table - Chrome / Glass  
21"Dia x 21"H

A-11 End Table - Black / Glass  
21"L x 21"D x 21"H

B-5 End Table - Natural  
24"Dia x 21"H

D-5 Cocktail - Black Cylinder  
30"Dia x 15"H

D-6 End Table - Black Cube  
24"L x 24"D x 20"H



## OCCASIONAL TABLES...



E-7



E-8

*\*Also Available Charged (E-8C)*



E-9



E-10

*\*Also Available Charged (E-10C)*



E-19



CM-4



CM-5



CM-6



CM-7

E-7 Cocktail - White Square  
31"L x 31"D x 15"H

E-8 Cocktail - White Rectangle  
47"L x 23"D x 16"H

E-9 End Table - White Square  
20"L x 20"D x 19"H

E-10 End Table - White Cube  
20"L x 20"D x 20"H

E-19 Side Table - White  
10"L x 18"D x 25"H

CM-4 Cocktail Table - Wood Grain  
44"L x 22"D x 17"H

CM-5 End Table - Wood Grain  
19.5"L x 19.5"D x 21"H

CM-6 Cocktail Table - White  
44"L x 22"D x 17"H

CM-7 End Table - White  
19.5"L x 19.5"D x 21"H



## OTTOMANS & BENCHES...

J-12 Black Cube Ottoman  
17"L x 17"D x 17"H



J-12

J-13 Orange Cube Ottoman  
17"L x 17"D x 17"H



J-13

J-14 White Cube Ottoman  
17"L x 17"D x 17"H



J-14



J-15

J-15 Red Cube Ottoman  
17"L x 17"D x 17"H

J-16 White Swivel Ottoman  
18"Dia x 17.25"H



J-16

J-17 Orange Swivel Ottoman  
18"Dia x 17.25"H



J-17



J-18

J-18 Black Swivel Ottoman  
18"Dia x 17.25"H

G-4 LED Cube - Glow  
20"L x 20"D x 20"H



G-4

J-10 White Storage Cube  
18"L x 18"D x 17"H



J-10



J-11

J-11 Black Leather Ottoman  
18"L x 18"D x 18"H



E-6



E-3

E-6 South Beach Bench  
Red Leather  
53"L x 27"D x 16"H

E-3 South Beach Bench  
White Leather  
53"L x 27"D x 16"H



J-19



A-4

J-19 Rustic Wood Bench  
59"L x 16"D x 17.5"H

A-4 Uptown Bench  
Black Suede  
61"L x 20"D x 17"H



## WORK STATIONS...



E-14

*\*Also Available Charged (E-14C)*



E-15

*\*Also Available Charged (E-15C)*

E-14 Tall Pub Table - White  
60"L x 25"D x 42"H

E-15 Short Pub Table - White  
60"L x 25"D x 30"H

O-10 Parson Desk - Black  
48"L x 24"D x 29"H

J-20 Work Station - Black  
57"L x 24"D x 40"H

J-21 Work Station - White  
57"L x 24"D x 40"H



O-10



J-21



J-20

L-24 Anaheim Chair - White  
18"L x 20"D x 36"H

J-1 Dynamic Chair - Black  
23"L x 24"D x 32"H

J-2 Dynamic Chair - Green  
23"L x 24"D x 32"H

J-3 Dynamic Chair - Orange  
23"L x 24"D x 32"H

J-4 Dynamic Chair - White  
23"L x 24"D x 32"H

L-3 Maple / Chrome Chair  
16"L x 18"D x 31"H

L-9B Chair - Black / Chrome  
16"L x 18"D x 31"H

L-9R Chair - Red / Chrome  
16"L x 18"D x 31"H

L-9W Chair - White / Chrome  
16"L x 18"D x 31"H

K-5 Euro Chair - Black  
22"L x 23"D x 28"H

K-6 Jet Black Chair  
16"L x 18"D x 31"H

M-16 Gunmetal Chair  
18"L x 21"D x 34"H

L-21 Chrome Chair  
24"L x 18"D x 29"H

M-1 Chair - Blue / Black  
20"L x 20"D x 32"H

M-3 Chair - Red / Black  
20"L x 20"D x 32"H

M-3B Chair - Black / Black  
20"L x 20"D x 32"H



L-24

## SEATING... CHAIRS



J-1



J-2



J-3



J-4



L-3



L-9B



L-9R



L-9W



K-5



K-6



M-16



L-21



■ M-1 Blue / Black

■ M-3 Red / Black

■ M-3B Black / Black



L-7W

## SHORT TABLES...



L-1 (30\"/>



L-7W



L-7S



L-7 (30\"/>



K-1 (24\"/>



L-7R



L-20



L-14



L-15

L-1 Table - Maple / Chrome  
30\"/>

L-2 Table - Maple / Chrome  
36\"/>

L-7W Table - White / Chrome  
30\"/>

L-7S Table - White Square  
30\"/>

L-7 Table - Black / Chrome  
30\"/>

L-8 Table - Black / Chrome  
36\"/>

K-1 Table - Black  
24\"/>

K-2 Table - Black  
30\"/>

K-3 Table - Black  
36\"/>

K-4 Table - Black  
42\"/>

L-7R Table - Rustic  
30\"/>

L-20 Table - Chrome  
30\"/>

L-14 Glass Table - Black  
(Rounded Corners)  
42\"/>

L-15 Glass Table - Chrome  
36\"/>

L-6 Barstool - Maple / Chrome  
16"L x 18"D x 42"H

L-12W Barstool - White / Chrome  
16"L x 18"D x 42"H

L-12B Barstool - Black / Chrome  
16"L x 18"D x 42"H

L-12R Barstool - Red / Chrome  
16"L x 18"D x 42"H

L-18 Swivel Stool  
White / Chrome - Adj  
15"L x 15"D x 25" - 33"H

L-18B Swivel with Back  
White / Chrome - Adj  
23"L x 17"D x 42"H

L-19 Swivel Stool  
Black / Chrome - Adj  
15"L x 15"D x 25" - 33"H

K-10 Euro Stool - Black  
21"L x 20"D x 41"H

K-11 Jet Black Stool  
16"L x 18"D x 42"H

L-23 Stool - Chrome  
20"L x 16"D x 39"H

M-6 Curve Barstool  
White / Chrome - Adj  
17"L x 18"D x 35"H

M-14 Crescent Stool  
White / Chrome - Adj  
22"L x 19"D x 40"H

M-15 Gunmetal Barstool  
18"L x 18"D x 29"H

M-13 Scoop - White  
17"L x 22" - 33"H - Adj

M-10 Scoop - Red  
17"L x 22" - 33"H - Adj

M-11 Scoop - Grey  
17"L x 22" - 33"H - Adj

M-12 Scoop - Black  
17"L x 22" - 33"H - Adj

M-4 Barstool - Red / Black  
20"L x 22"D x 45"H - Swivel

M-4B Barstool - Black / Black  
20"L x 22"D x 45"H - Swivel

M-2 Barstool - Blue / Black  
20"L x 22"D x 45"H - Swivel



L-6



L-12W



L-12B



L-12R

## SEATING... BARSTOOLS



L-18



L-18B



L-19



K-10



K-11



L-23



M-6



M-14



M-15



□ M-13 White Scoop

■ M-10 Red Scoop

■ M-11 Grey Scoop

■ M-12 Black Scoop



■ M-4 Red / Black

■ M-4B Black / Black

■ M-2 Blue / Black





M-5S Bar Table - Square  
White / Chrome  
30"L x 30"D x 42"H



L-11 Bar Table - Black / Chrome  
36"Dia x 42"H

K-8 Bar Table - Black  
30"Dia x 42"H

K-9 Bar Table - Black  
36"Dia x 42"H

M-5R Bar Table - Square  
Rustic  
30"L x 30"D x 42"H



A square table with a dark, possibly wood or laminate, top. The base is made of chrome-plated metal, featuring a central vertical column that branches out into four legs at the bottom, forming a cross shape. The table is shown against a plain white background.

L-17 Bar Table - Glass / Chrome  
31.5"Dia x 42"H

L-22 Bar Table - Chrome  
30"Dia x 42"H

M-7 Gelato Table -White  
24"Dia x 31"- 40"H - Adj

M-8 Gelato Table - Grey  
24"Dia x 31"-40"H - Adj

M-9 Gelato Table - Black  
24"Dia x 31"-40"H-Adj



A modern, minimalist table with a round top and a four-legged base. The table is made of a light-colored material, possibly wood or laminate, and has a simple, clean design. The legs are thin and spread out in a star-like pattern at the base. The table is shown against a plain white background.

A tall, modern bar stool with a white, flared seat and a chrome base. The seat is a wide, shallow, white bowl shape. It is supported by a central chrome pole that connects to a circular chrome footrest. The base is a circular chrome plate with a central mounting point.

A black bar stool with a chrome base. The seat is a wide, flat black disc. The stem is a black, tapered cone. The base consists of a chrome ring with four spokes, mounted on a chrome plate with a central adjustment knob.

M-9

N-1 Pedestal - Black  
12"L x 12"D x 30"H

N-2 Pedestal - Black  
12"L x 12"D x 36"H

N-3 Pedestal - Black  
12"L x 12"D x 42"H

N-4 Pedestal - Grey  
12"L x 12"D x 30"H

N-5 Pedestal - Grey  
12"L x 12"D x 36"H

N-6 Pedestal - Grey  
12"L x 12"D x 42"H

N-7 Pedestal - Black  
18"L x 18"D x 36"H

N-8 Pedestal - Black  
18"L x 18"D x 42"H

N-9 Pedestal - Grey  
18"L x 18"D x 36"H

N-10 Pedestal - Grey  
18"L x 18"D x 42"H

N-15 Pedestal - White  
18"L x 18"D x 36"H

N-16 Pedestal - White  
18"L x 18"D x 42"H

N-11 Pedestal - Black  
24"L x 24"D x 42"H

N-12 Pedestal - Grey  
24"L x 24"D x 42"H

N-13 Locking Pedestal - Black  
24"L x 24"D x 42"H

N-13C Locking Pedestal - Black  
(Charged) 24"L x 24"D x 42"H

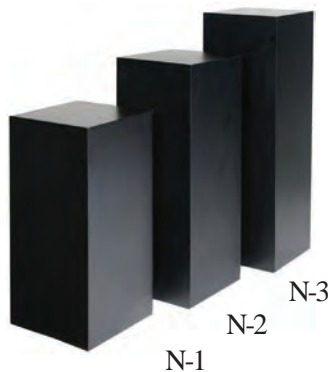
N-14 Locking Pedestal - White  
24"L x 24"D x 42"H

N-14 C Locking Pedestal - White  
(Charged) 24"L x 24"D x 42"H



N-13

## DISPLAY PEDESTALS & KIOSKS...



N-1

N-2

N-3



N-4

N-5

N-6



N-7

N-8



N-9

N-10



N-15



N-16



N-11



N-12



■ N-13 Black  
□ N-14 White



■ N-13C Black - Charged  
□ N-14C White - Charged



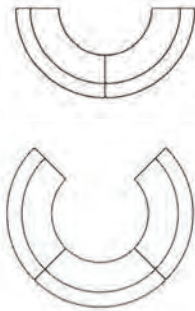
*\*Electric Required for Bar Lighting Options*

O-4

## BARS & RECEPTION COUNTERS...



O-1



O-2

O-1 Martini Bar  
50"L x 50"D x 47"H

O-2 Martini Bar with  
Colored Lighting.  
50"L x 50"D x 47"H

O-3 Cosmopolitan Bar  
72"L x 27"D x 42"H

O-4 Cosmopolitan Bar with  
Lighting Option  
72"L x 27"D x 42"H

O-5 Reception  
Counter - Black  
48"L x 16"D x 42"H

O-6 Contour  
Counter with Literature  
Holder - Black  
45"L x 21"D x 41"H

O-7 Contour  
Counter with Literature  
Holder - Grey  
45"L x 21"D x 41"H



O-3



O-5



O-6



O-7

P-16 Table - White  
79"L x 36"D x 30"H

P-1 Table - Maple 6ft  
72"L x 36"D x 29"H

P-2 Table - Maple 8ft  
96"L x 48"D x 29"H

P-3 Table - Mahogany 6ft  
72"L x 36"D x 29"H

P-4 Table - Mahogany 8ft  
96"L x 48"D x 29"H

P-5 Table - Mahogany 10ft  
120"L x 48"D x 29"H

P-6 Table - Honey Oak 6ft  
72"L x 36"D x 29"H

P-6B Table - Honey Oak 6ft  
72"L x 36"D x 29"H  
(Charged)

P-6C Table - Honey Oak 8ft  
96"L x 36"D x 29"H  
(Charged)

P-7 Table - Black Oval 6ft  
72"L x 36"D x 29"H

P-8 Table - Black Oval 8ft  
96"L x 48"D x 29"H

P-9 Table - Black Oval 10ft  
120"L x 48"D x 29"H

P-10 Table - Grey Oval 6ft  
72"L x 36"D x 29"H

P-11 Table - Grey Oval 8ft  
96"L x 48"D x 29"H

P-13 Chrome Table - White  
Frosted Glass Top  
53"L x 33"D x 29"H

P-14 Table - Honey Oak  
42"Dia x 29"H  
P-14C (Charged)

P-15 Table - Mahogany  
42"Dia x 29"H

P-13C Chrome Table - White  
Laminant Top - Charged  
53"L x 33"D x 29"H



P-16

## CONFERENCE TABLES...



P-1 6ft

P-2 8ft



P-3 6ft

P-4 8ft

P-5 10ft



P-6 6ft

P-6B 6ft - Charged

P-6C 8ft - Charged



P-7 6ft

P-8 8ft

P-9 10ft



P-10 6ft

P-11 8ft



P-13



P-14

P-14C - Charged



P-15



P-13C - Charged





## CONFERENCE CHAIRS...



Q-1



Q-3



Q-4

Q-1 Leather Executive - Black  
25"L x 28"D x 43"H

Q-3 Leather Izzo - White  
25"L x 28"D x 42"H

Q-4 Leather Izzo - Black  
25"L x 28"D x 42"H

Q-5 Jr. Executive - Black  
24"L x 25"D x 38"H

Q-6 Jr. Executive - Grey  
24"L x 25"D x 38"H

Q-7 Sled Chair - Black  
24"L x 24"D x 32"H

Q-8 Sled Chair - Grey  
24"L x 24"D x 32"H

Q-9 Breuer Chair - Black /  
Chrome  
19"L x 23"D x 31"H

Q-10 Breuer Chair - Grey /  
Chrome  
19"L x 23"D x 31"H

Q-11 Drafting Stool - Black  
20"L x 23"D x 51"H  
Seat Height 23"-33"H Adj

Q-12 Drafting Stool - Grey  
20"L x 23"D x 51"H  
Seat Height 23"-33"H Adj

Q-13 Secretarial Chair - Black  
20"L x 23"D x 36"H  
Seat Height 16'-21"H Adj

Q-14 Secretarial Chair - Grey  
20"L x 23"D x 36"H  
Seat Height 16'-21"H Adj



Q-5



Q-6



Q-7



Q-8



Q-9



Q-10



Q-11



Q-12



Q-13



Q-14



O-18 iPad Stand - White  
41"H x 14"Dia Base

O-19 iPad Stand - Black  
41"H x 14"Dia Base

O-22 Stanchion Pole - Chrome  
39" H

O-23 Stanchion Rope  
6.5' Burgundy

O-24 Stanchion Rope  
6.5' Black

O-25 Park Bench - Black  
50"L x 21"D x 35"H

O-11 Refrigerator  
20"L x 20"D x 34"H  
115 Volts / 155.25 Watts

O-12 Coat Rack  
21"x 21" Base x 68"H

A-12 Floor Lamp - Silver  
72"H

O-13 Free Standing Mirror  
20"W x 58"H

O-14 Literature Stand  
6 pocket  
10"L x 9"H x 64"H

O-15 Folding Literature Stand  
Silver  
11"L x 15"D x 60"H

O-16 Folding Literature Stand  
Black  
11"L x 15"D x 60"H

O-20 Universal Tablet Stand  
Adjustable from 29"H - 43.5"H



O-18



O-19

## ACCESSORIES...



O-22 Stanchion Pole  
O-23 Burgundy Rope  
O-24 Black Rope



O-25



O-11



O-12



A-12



O-13



O-14



O-15



O-16



O-20  
51



R-1



R-2

R-1 Etagere - Black  
(Glass Shelves)  
30"L x 14"D x 67"H

R-2 Etagere - Chrome  
(Glass Shelves)  
30"L x 14"D x 67"H

R-3 Bookcase - Grey  
36"L x 12"D x 48"H

R-4 Bookcase - Black  
36"L x 12"D x 48"H

R-5 Bookcase - Grey  
36"L x 12"D x 72"H

R-6 Bookcase - Black  
36"L x 12"D x 72"H

R-7 Filing Cabinet - Grey  
(2 drawer)  
15"L x 26.5"D x 28.5"H

R-8 Filing Cabinet - Black  
(2 drawer)  
15"L x 25"D x 28.5"H

R-9 Filing Cabinet - Black  
(4 drawer)  
15"L x 25"D x 52"H

R-10 Storage Cabinet - Grey  
36"L x 18"D x 42"H

R-11 Storage Cabinet - Black  
36"L x 18"D x 42"H

R-12 Storage Cabinet - Black  
36"L x 18"D x 72"H



R-3



R-4



R-5



R-6



R-7



R-8



R-9



R-10



R-11



R-12

## SHELVING & STORAGE...

S-1 Desk - Natural / Black  
60"L x 30"D x 29"H

S-2 Credenza - Natural / Black  
60"L x 20"D x 29"H

S-3 Desk - Honey Oak  
60"L x 30"D x 29"H

S-4 Credenza - Honey Oak  
60"L x 20"D x 29"H

S-5 Desk - Mahogany  
60"L x 30"D x 29"H

S-6 Credenza - Mahogany  
60"L x 20"D x 29"H



S-5

## OFFICE... DESKS



S-1



S-2



S-3



S-4



S-5



S-6

Item	Description	Advance Price	Standard Price
A-1	Black Suede Sofa	\$659	\$791
A-2	Black Suede Loveseat	\$597	\$717
A-3	Black Suede Chair	\$419	\$503
A-4	Black Suede Bench	\$374	\$449
A-10	Black/Glass Cklt Table	\$276	\$332
A-11	Black/Glass End Table	\$250	\$300
A-12	Black Floor Lamp	\$134	\$160
B-1	Tan Suede Sofa	\$659	\$791
B-2	Tan Suede Loveseat	\$597	\$717
B-3	Tan Suede Chair	\$419	\$503
B-4	Natural Cklt Table	\$276	\$332
B-5	Natural End Table	\$250	\$300
C-1	Black Leather Sofa	\$659	\$791
C-2	Black Leather Loveseat	\$597	\$717
C-3	Black Leather Chair	\$419	\$503
C-4	White Leather Sofa	\$573	\$659
C-4C	White Leather Sofa - Charged	\$631	\$726
C-5	White Leather Loveseat	\$516	\$594
C-5C	White Leather Loveseat-Charged	\$573	\$659
C-6	White Leather Chair	\$419	\$503
CM-1	Cordoba Black Leather Sofa	\$659	\$791
CM-2	Cordoba Black Leather Loveseat	\$597	\$717
CM-3	Cordoba Black Leather Chair	\$419	\$503
CM-4	Wood Grain Rectangle Cklt Table	\$276	\$332
CM-5	Wood Grain Square End Table	\$250	\$300
CM-6	White Rectangle Cklt Table	\$276	\$332
CM-7	White Square End Table	\$250	\$300
D-4	Black Cube Cklt Table	\$286	\$343
D-5	Black Round Cklt Table	\$286	\$343
D-6	Black Cube End Table	\$259	\$311
D-6C	Black Cube End Table-Charged	\$303	\$364
E-1	White South Beach Leather Sofa	\$794	\$953
E-2	White South Beach Leather Chair	\$509	\$611
E-3	White S. Beach Leather Bench	\$374	\$449
E-4	Red South Beach Leather Sofa	\$794	\$953
E-5	Red South Beach Leather Chair	\$509	\$611
E-6	Red South Beach Leather Bench	\$374	\$449
E-7	White Square Cklt Table	\$267	\$320
E-8	White Rectangle Cklt Table	\$267	\$320
E-8C	White Rect. Cklt Table-Charged	\$370	\$425
E-9	White Square End Table	\$250	\$300
E-10	White Cube End Table	\$349	\$419
E-10C	White Cube End Table-Charged	\$383	\$460
E-11	White Sofa w/Outlet - Charged	\$923	\$1,107
E-12	Wht Loveseat w/Outlet-Charged	\$768	\$921
E-13	White Chair w/outlet - Charged	\$613	\$735
E-14	Tall White Pub Table	\$582	\$698
E-14C	Tall White Pub Table - Charged	\$675	\$810
E-U4L	Under-lighting Add-on	\$75	\$90
E-15	Short White Pub Table	\$543	\$652
E-15C	Short White Pub Table-Charged	\$638	\$766
E-18	White Aspen Leather Chair	\$410	\$492
E-19	White & Chrome Side Table	\$134	\$160
F-1	Barcelona Chair Red	\$562	\$674
F-2	Barcelona Ottoman Red	\$286	\$343
F-3	Barcelona Chair White	\$562	\$674
F-4	Barcelona Ottoman White	\$286	\$343
F-5	Barcelona Chair Black	\$562	\$674
F-6	Barcelona Ottoman Black	\$286	\$343
F-7	Black Stage Chair	\$287	\$345
F-8	Burgundy Stage Chair	\$287	\$345
F-9	White Stage Chair	\$287	\$345
G-1	Red Swirl Sofa	\$794	\$953
G-2	Red Swirl Chair	\$509	\$611
G-3	Red Swirl Bench	\$374	\$449
G-4	LED Glow Cube	\$287	\$345
H-1	Black Sectional Loveseat	\$695	\$834
H-2	Black Sectional Corner	\$509	\$611
H-3	White Sectional Loveseat	\$695	\$834
H-4	White Sectional Corner	\$509	\$611
H-5	Wht/Chrm Modern Sofa	\$737	\$884
H-6	Wht/Chrm Modern Chair	\$427	\$512
I-1	White Curve Sofa	\$758	\$910
I-1C	White Curve Sofa - Charged	\$845	\$1,014
I-2	White Curve Bench	\$490	\$588
I-3	White Round Ottoman	\$374	\$449
I-4	Black Curve Sofa	\$758	\$910
I-5	Black Curve Bench	\$490	\$588
I-6	Black Curve Ottoman	\$374	\$449
I-7	Chrome/Glass Cklt Table	\$312	\$374
I-8	Chrome/Glass End Table	\$276	\$332
I-9	Wht/Chrome Glove Chair	\$438	\$525
I-10	White De Vinci Leather Sofa	\$737	\$884
J-1	Black Dynamic Chair	\$224	\$268
J-2	Green Dynamic Chair	\$224	\$268
J-3	Orange Dynamic Chair	\$224	\$268
J-4	White Dynamic Chair	\$224	\$268
J-10	White Storage Cube	\$169	\$203
J-11	Black Leather Ottoman	\$169	\$203
J-12	Black Cube	\$169	\$203
J-13	Orange Cube	\$169	\$203
J-14	White Cube	\$169	\$203
J-15	Red Cube	\$169	\$203
J-16	White Swivel Ottoman	\$169	\$203
J-17	Orange Swivel Ottoman	\$169	\$203
J-18	Black Swivel Ottoman	\$169	\$203
J-19	Rustic Bench	\$374	\$449
J-20	Black Work Station	\$582	\$698
J-21	White Work Station	\$582	\$698
K-1	24" Black Table	\$205	\$246

K-2	30" Black Table	\$205	\$246
K-3	36" Black Table	\$233	\$280
K-4	42" Black Table	\$276	\$332
K-5	Black Euro Chair	\$187	\$224
K-6	Jet Black Chair	\$187	\$224
K-7	24" Black Tall Bar Table	\$267	\$320
K-8	30" Black Tall Bar Table	\$267	\$320
K-9	36" Black Tall Bar Table	\$267	\$320
K-10	Black Bar Stool	\$233	\$280
K-11	Jet Black Bar Stool	\$267	\$320
L-1	30" Maple Table	\$233	\$280
L-2	36" Maple Table	\$250	\$300
L-3	Maple/Chrome Chair	\$224	\$268
L-4	30" Maple Tall Bar Table	\$276	\$332
L-5	36" Maple Tall Bar Table	\$286	\$343
L-6	Maple/Chrome Bar Stool	\$267	\$320
L-7	30" Black/Chrome Table	\$214	\$257
L7S	White Square Table	\$214	\$257
L-7R	Rustic Table	\$214	\$257
L-7W	30" White/Chrome Table	\$214	\$257
L-8	36" Black/Chrome Table	\$241	\$287
L-9B	Black/Chrome Chair	\$224	\$268
L-9R	Red/Chrome Chair	\$224	\$268
L-9W	White/Chrome Chair	\$224	\$268
L-10	30" Blk/Chrm Tall Table	\$276	\$332
L-11	36" Blk/Chrm Tall Table	\$286	\$343
L-12B	Black/Chrome Bar Stool	\$267	\$320
L-12R	Red/Chrome Bar Stool	\$267	\$320
L-12W	White/Chrome Bar Stool	\$267	\$320
L-14	Black/Glass Table	\$241	\$289
L-15	Chrome/Glass Table	\$233	\$280
L-17	Chrm/Glass Tall Bar Table	\$303	\$363
L-18	Wht/Chrm Swivel Stool	\$233	\$280
L-18B	Wht Swivel Stool w/back	\$286	\$343
L-19	Blk/Chrm Swivel Stool	\$233	\$280
L-20	30" Chrome Table	\$241	\$289
L-21	Chrome Chair	\$224	\$268
L-22	30" Chrm Tall Bar Table	\$286	\$343
L-23	Chrome Bar Stool	\$267	\$320
L-24	White Anaheim Chair	\$224	\$268
M-1	Blue/Black Chair	\$224	\$268
M-2	Blue/Black Bar Stool	\$267	\$320
M-3	Red/Black Chair	\$224	\$268
M-4	Red/Black Bar Stool	\$267	\$320
M-4B	Black/Black Bar Stool	\$267	\$320
M-5	30" Wht/Chrm Tall Table	\$272	\$326
M-5J	30" Wht/Chrm Tall Tbl - Charged	\$314	\$377
M-5R	Rustic Square Tall Table	\$272	\$326
M-5S	White Square Tall Table	\$272	\$326
M-6	White Curve Bar Stool	\$286	\$343
M-7	White Gelato Table	\$349	\$419
M-8	Grey Gelato Table	\$349	\$419
M-9	Black Gelato Table	\$349	\$419
M-10	Red Scoop	\$267	\$320
M-11	Grey Scoop	\$267	\$320
M-12	Black Scoop	\$267	\$320
M-13	White Scoop	\$267	\$320
M-14	White Crescent Stool	\$286	\$343
M-15	Gunmetal Bar Stool	\$267	\$320
M-16	Gunmetal Chair	\$224	\$268
N-1	12x12x30 Black Pedestal	\$267	\$320
N-2	12x12x36 Black Pedestal	\$286	\$343
N-3	12x12x42 Black Pedestal	\$303	\$363
N-4	12x12x30 Grey Pedestal	\$267	\$320
N-5	12x12x36 Grey Pedestal	\$286	\$343
N-6	12x12x42 Grey Pedestal	\$303	\$363
N-7	18x18x36 Black Pedestal	\$321	\$386
N-8	18x18x42 Black Pedestal	\$338	\$406
N-9	18x18x36 Grey Pedestal	\$321	\$386
N-10	18x18x42 Grey Pedestal	\$338	\$406
N-11	24x24x42 Black Pedestal	\$357	\$428
N-12	24x24x42 Grey Pedestal	\$357	\$428
N-13	24x24x42 Black w/Locking Door	\$490	\$588
N-13C	24x24x42 Black w/Locking Door-Charged	\$597	\$717
N-14	24x24x42 White w/Locking Door	\$490	\$588
N-14C	24x24x42 White w/Locking Door-Charged	\$597	\$717
N-15	18x18x36 White Pedestal	\$321	\$386
N-16	18x18x42 White Pedestal	\$338	\$406
O-1	Martini Bar	\$1,357	\$1,628
O-2	Martini Bar w/Light Kit	\$1,512	\$1,814
O-3	Cosmopolitan Bar	\$1,329	\$1,595
O-4	Cosmo Bar w/Light Kit	\$1,512	\$1,914
O-5	Reception Counter	\$366	\$439
O-6	Black Recp. Counter	\$597	\$717
O-7	Grey Recp. Counter	\$597	\$717
O-10	Parson Desk	\$349	\$419
O-11	Refrigerator	\$312	\$374
O-12	Coat Rack	\$179	\$214
O-13	Free Standing Mirror	\$233	\$279
O-14	Literature Stand	\$196	\$235
O-15	Silver Folding Lit Stand	\$259	\$311
O-16	Black Folding Lit Stand	\$259	\$311
O-18	White iPad Stand	\$196	\$235
O-19	Black iPad Stand	\$196	\$235
O-20	Universal Tablet Stand	\$196	\$235
O-22	Chrome Stanchion	\$78	\$93
O-23	Burgundy Rope	\$47	\$56
O-24	Black Rope	\$47	\$56
O-25	Black Park Bench	\$261	\$313
P-1	6" Maple Conf Table	\$545	\$653

P-2	8" Maple Conf. Table	\$690	\$828
P-3	6" Mahogany Conf Table	\$545	\$653
P-4	8" Mahogany Conf Table	\$690	\$828
P-5	10" Mahogany Conf Table	\$882	\$1,059
P-6	6" Honey Oak Conf Table	\$545	\$653
P-6B	6" Honey Oak - Charged	\$576	\$691
P-6C	8" Honey Oak - Charged	\$742	\$890
P-7	6" Black Conf. Table	\$517	\$620
P-8	8" Black Conf. Table	\$690	\$828
P-9	10" Black Conf. Table	\$882	\$1,059
P-10	6" Grey Conf. Table	\$517	\$620
P-11	8" Grey Conf. Table	\$690	\$828
P-13	4.4" Wht Frosted Glass Table	\$543	\$652
P-13C	4.4" Wht/Chrm Conf. Tbl-Charged	\$695	\$834
P-14	42" Dia. Honey Oak Table	\$374	\$449
P-14C	42" Dia. Honey Oak Tbl-Charged	\$421	\$505
P-15	42" Dia. Mahogany Table	\$374	\$449
P-16	6.5" White Conf. Table	\$845	\$1,014
Q-1	Leather Executive Chair	\$349	\$419
Q-3	Wht/Leather Exec. Chair	\$428	\$514
Q-4	Blk/Leather Exec. Chair	\$428	\$514
Q-5	Blk. Jr. Exec. Chair	\$295	\$354
Q-6	Grey Jr. Exec. Chair	\$295	\$354
Q-7	Black Sled Chair	\$250	\$300
Q-8	Grey Sled Chair	\$250	\$300
Q-9	Blk./Chrome Breuer Chair	\$224	\$268
Q-10	Grey/Chrm Breuer Chair	\$224	\$268
Q-11	Black Drafting Stool	\$267	\$320
Q-12	Grey Drafting Stool	\$267	\$320
Q-13	Black Secretarial Chair	\$224	\$268
Q-14	Grey Secretarial Chair	\$224	\$268
R-1	Black Etagere	\$286	\$343
R-2	Chrome Etagere	\$286	\$343
R-3	42" Grey Bookcase	\$233	\$280
R-4	42" Black Bookcase	\$233	\$280
R-5	72" Grey Bookcase	\$267	\$320
R-6	72" Black Bookcase	\$267	\$320
R-7	2-Dr. Grey File Cabinet	\$233	\$280
R-8	2-Dr. Black File Cabinet	\$233	\$280
R-9	4-Dr. Black File Cabinet	\$256	\$307
R-10	42" Grey Storage Cabinet	\$256	\$307
R-11	42" Black Storage Cabinet	\$256	\$307
R-12	72" Black Storage Cabinet	\$303	\$363
S-1	Natural/Black Desk	\$628	\$754
S-2	Natural/Black Credenza	\$559	\$670
S-3	Honey Executive Desk	\$628	\$754
S-4	Honey Credenza	\$559	\$670
S-5	Mahogany Desk	\$628	\$754
S-6	Mahogany Credenza	\$599	\$670



## SPECIALTY FURNITURE

**November 7 - 9, 2018**  
**JW Marriott Marquis**

**DISCOUNT DEADLINE:**  
**OCTOBER 24, 2018**

Item #	Description	Qty.	Price	Total

- Check or credit card must accompany order.
- 25% cancellation will be applied if cancelled 7 days prior to event opening.
- 100% cancellation will be applied if canceled on day of deliver.
- All show site orders are subject to a 25% service charge.

Sub Total	
7% Sales Tax	
Total Due	

Please fax order to 305-751-1298 or email order to [info@expocci.com](mailto:info@expocci.com) along with your Payment Policy form.

## Thank you for your order!

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

Contact Name \_\_\_\_\_ Phone \_\_\_\_\_

Email \_\_\_\_\_ Fax \_\_\_\_\_