CONVENTION CONTRACTORS INC.
15959 NW 15th Avenue, Miami, FL 33169-5607
Customer Service Phone: (305) 751-1234
Customer Service Fax: (305) 751-1298

EXPO QUICK FACTS

FAMP - Miami Chapter
November 14, 2019
Miami Airport Convention Center

DEADLINE DATE TO RECEIVE DISCOUNTED RATES: October 31, 2019

BOOTH EQUIPMENT:
Each 8' x 10' booth area will be provided with an 8' high background drape, 3' high side drape, one wastebasket and a booth Identification sign (7" x 44"). The facility will be providing 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:	Thursday,	November 14, 2019	11:00am - 4:00pm
EXHIBIT HOURS:	Thursday,	November 14, 2019	4:00pm - 8:00pm
EXHIBITOR MOVE-OUT:	Thursday,	November 14, 2019	8:00pm - 10:00pm
REROUTE FREIGHT:	Thursday,	November 14, 2019	9:30pm

MOVE-OUT NOTE: All carriers must check in no later than 9:00pm on Thursday, November 14, 2019.

SHOW COLORS:
Back Drape: Black
Side Drape: Black

ADVANCE WAREHOUSE SHIPMENT:
Materials should be shipped to arrive at our warehouse NO LATER THAN **NOVEMBER 7, 2019**. Freight received after this date will incur a 25% late handling fee.

FAMP - Miami Chapter
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 Thursday, **NOVEMBER 14, 2019** between 11:00am and 4:00pm.

FAMP - Miami Chapter
Your Company Name Booth #
EXPO Convention Contractors, Inc.
c/o Miami Airport Convention Center
711 NW 72nd Avenue East Hall
Miami, Florida 33126

See our Shipping & Drayage form for complete details.

OVERTIME CHARGES:
Please be advised that overtime charges will apply during 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.

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DISCOUNT DEADLINE:
OCTOBER 31, 2019

PAYMENT POLICY

FAMP - Miami Chapter
November 14, 2019
Miami Airport Convention Center

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

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.**

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DISCOUNT DEADLINE:
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THIRD PARTY PAYMENT

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November 14, 2019
Miami Airport Convention Center

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.**

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ESTIMATED BILLING OF SERVICES

FAMP - Miami Chapter
November 14, 2019
Miami Airport Convention Center

DISCOUNT DEADLINE:
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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

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RENTAL FURNISHINGS

FAMP - Miami Chapter
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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
	Circle Color: 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 #: _____

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BOOTH DIMENSIONS

What is your booth size (ft.) _____ X _____ = _____
Length Width 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: _____ x _____ = _____ (Length / Width / 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 #: _____

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DISCOUNT DEADLINE:
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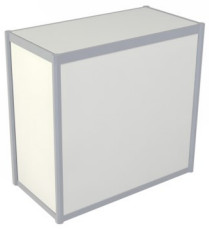
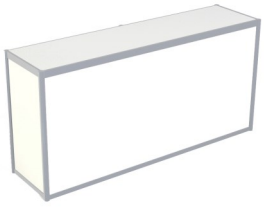
1 meter Cabinet with Sliding Doors & Lock



38"w x 36"h
White
Advance $294.00
Standard $373.50
Quanitity _____
With Graphics
Advance $384.00
Standard $463.50
Quanitity _____

2 meter Cabinet with Sliding Doors & Lock



77"w x 36"h
White
Advance $345.50
Standard $436.50
Quanitity _____
With Graphics
Advance $527.50
Standard $618.50
Quanitity _____

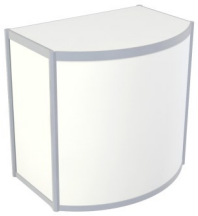
1 meter Single Sided Gondola with 3 shelves

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

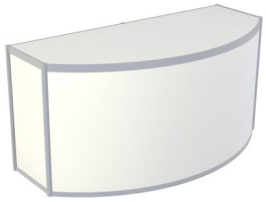
Straight Shelves
Advanced $426.50
Standard $542.50
Quantity _____
Angled Shelves
Advanced $510.50
Standard $658.00
Quantity _____

1 meter Curved Cabinet with Sliding Doors & Lock



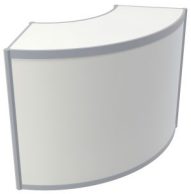
42 1/4"w x 36"h
White
Advance $294.00
Standard $373.50
Quanitity _____
With Graphics
Advance $384.00
Standard $463.50
Quanitity _____

2 meter Curved Cabinet with Sliding Doors & Lock



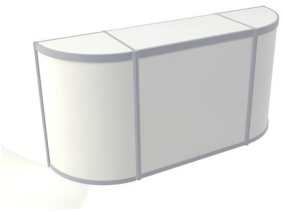
85 5/8"w x 36"h
White
Advance $345.50
Standard $436.50
Quanitity _____
With Graphics
Advance $548.00
Standard $632.50
Quanitity _____

1 meter Diagonal Curved Cabinet without Doors



60 1/8"w x 36"h
White
Advance $331.00
Standard $408.00
Quanitity _____
With Graphics
Advance $430.50
Standard $508.00
Quanitity _____

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
Quanitity _____
With Graphics
Advance $575.50
Standard $666.50
Quanitity _____

- 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

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

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ACCESSORIES 2

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DISCOUNT DEADLINE:
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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
Quanitity _____

3 meter Digital Banner

115 7/16" x 96"
Advance $828.50 Standard $1212.00
Quanitity _____

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

SUB-TOTAL _____

7% SALES TAX _____

TOTAL _____

Exhibitor _____ Booth _____

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DISCOUNT DEADLINE:
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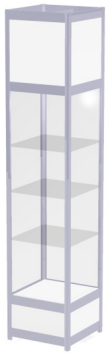
1/2 meter Tower Showcase

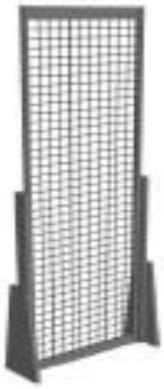


1 light in the top
½ meter x ½ meter x 1.8 meter high
Advanced $396.75
Standard $466.75
Quantity _____

1 meter Tower Showcase

2 lights in the top
1 meter x ½ 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 _____

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TURNKEY RENTAL BOOTH
ORDER FORM

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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

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TURNKEY RENTAL BOOTH
ORDER FORM

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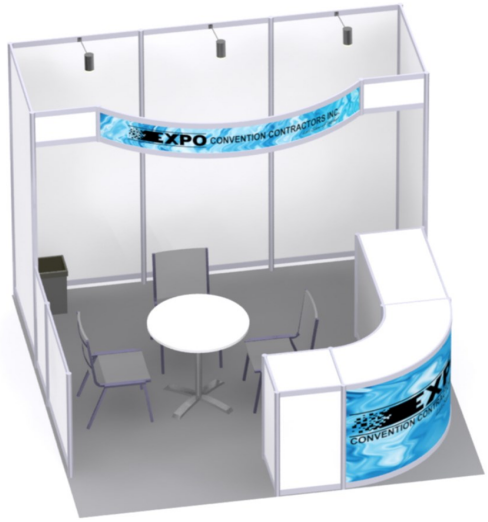
November 14, 2019
Miami Airport Convention Center



Turnkey Rental Booth 101
8' 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
8' 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
8' 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

CONVENTION CONTRACTORS INC.
15959 NW 15th Avenue, Miami, FL 33169-5607
Customer Service Phone: (305) 751-1234
Customer Service Fax: (305) 751-1298

TURNKEY RENTAL BOOTH
ORDER FORM

DISCOUNT DEADLINE:
OCTOBER 31, 2019

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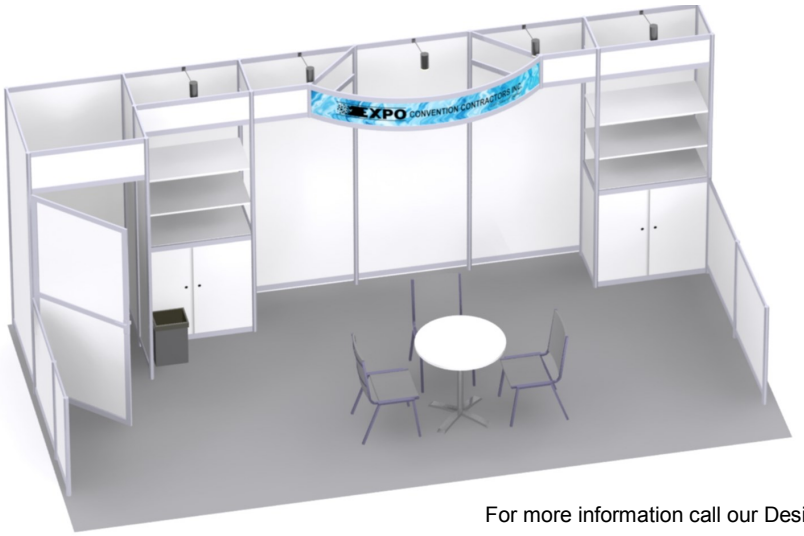
Turnkey Rental Booth 201
8' x 20' Includes:
Grey Carpet
1 - Curved Cabinet with doors & logo panel
4 - Shelves
1 - Table
3 - Chairs
1 - Wastebasket
6 - Arm Lights with power
Delivery, Installation & Dismantle

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

Turnkey Rental Booth 202
8' 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
8' 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

CONVENTION CONTRACTORS INC.
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MATERIAL HANDLING AUTHORIZATION

FAMP - Miami Chapter
November 14, 2019
Miami Airport Convention Center

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: _____

Please indicate number of pieces and the estimated weight:

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

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

Advance Shipment $88.00 per CWT

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

Deadline Date is NOVEMBER 7, 2019 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 Miami Airport Convention Center
711 NW 72nd Avenue East Hall
Miami, Florida 33126

Will not be accepted prior to NOVEMBER 14, 2019.

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.

EXPO Fax # 305.751.1298

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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:

CONVENTION CONTRACTORS INC.
15959 NW 15th Avenue, Miami, FL 33169-5607
Customer Service Phone: (305) 751-1234
Customer Service Fax: (305) 751-1298

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 (crated materials only, uncrated materials will not be accepted at warehouse)	**Surcharge: $15.00 per CWT, Minimum $50.00**
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: $250.00 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.

CONVENTION CONTRACTORS INC.
15959 NW 15th Avenue, Miami, FL 33169-5607
Customer Service Phone: (305) 751-1234
Customer Service Fax: (305) 751-1298

FAMP - Miami Chapter
November 14, 2019
Miami Airport Convention Center

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).

From:

Company Name: _____

Booth #: _____

Contact Name: _____

Contact Phone #: _____

ADVANCE WAREHOUSE

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

For:

FAMP - Miami Chapter

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

First Day freight can arrive w/o a surcharge:
OCTOBER 16, 2019

Last day freight can arrive w/o a surcharge:
NOVEMBER 7, 2019

From:

Company Name: _____

Booth #: _____

Contact Name: _____

Contact Phone #: _____

ADVANCE WAREHOUSE

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

For:

FAMP - Miami Chapter

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

First Day freight can arrive w/o a surcharge:
OCTOBER 16, 2019

Last day freight can arrive w/o a surcharge:
NOVEMBER 7, 2019

FAMP - Miami Chapter

From:

Company Name: _____

Booth #: _____

Contact Name: _____

Contact Phone #: _____

DIRECT SHIPMENT

To: EXPO Convention Contractors, Inc.
c/o Miami Airport Convention Center
711 NW 72nd Avenue East Hall
Miami, Florida 33126

For:
FAMP - Miami Chapter

Must arrive on **NOVEMBER 14, 2019** ONLY

From:

Company Name: _____

Booth #: _____

Contact Name: _____

Contact Phone #: _____

DIRECT SHIPMENT

To: EXPO Convention Contractors, Inc.
c/o Miami Airport Convention Center
711 NW 72nd Avenue East Hall
Miami, Florida 33126

For:
FAMP - Miami Chapter

Must arrive on **NOVEMBER 14, 2019** ONLY

CONVENTION CONTRACTORS INC.
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FAMP - Miami Chapter
November 14, 2019
Miami Airport Convention Center

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 tradeshows 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 / 3rd 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.

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LABOR ORDER

FAMP - Miami Chapter
November 14, 2019
Miami Airport Convention Center

DISCOUNT DEADLINE:
OCTOBER 31, 2019

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

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

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.

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

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DISCOUNT DEADLINE:
OCTOBER 31, 2019

FAMP - Miami Chapter
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Miami Airport Convention Center

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., Miami Airport Convention Center and FAMP - Miami Chapter 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 31, 2019** 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

CONVENTION CONTRACTORS INC.
15959 NW 15th Avenue, Miami, FL 33169-5607
Customer Service Phone: (305) 751-1234
Customer Service Fax: (305) 751-1298

CLEANING FORM

FAMP - Miami Chapter
November 14, 2019
Miami Airport Convention Center

DISCOUNT DEADLINE:
OCTOBER 31, 2019

Please indicate the Services Needed

All Rates Based on Gross Booth/Display Area, 100 square feet Minimum

Carpet Vacuuming

Rate Booth Size** # Days Total

_____ (Check if Needed) Vacuuming $0.36 per sq. ft. X _____ (# Sq. Feet) X _____ (# Days Needed) = $_____ Total Due

Specify Dates Needed: _____

Porter Service - Trash Removal (2 hour intervals)

Rate Times Per Day # Days Total

_____ (Check if Needed) 1 - 5 Booths: $50.50 @ _____ (Number Intervals Per Day) X _____ (Total Number Days) = $_____ Total Due

_____ (Check if Needed) 6 -15 Booths: $61.00 @ _____ (Number Intervals Per Day) X _____ (Total Number Days) = $_____ Total Due

Specify Dates Needed: _____

Exhibit Cleaning

_____ (Check if Needed) Exhibit cleaning & dusting of display daily $31.50 X _____# of days = $_____

_____ (Check if Needed) Exhibit cleaning & dusting 1 time only $42.00 _____ (Specify Date Needed) $_____

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

CONVENTION CONTRACTORS INC.
15959 NW 15th Avenue, Miami, FL 33169-5607
Customer Service Phone: (305) 751-1234
Customer Service Fax: (305) 751-1298

FAMP - Miami Chapter
November 14, 2019
Miami Airport Convention Center

DISCOUNT DEADLINE:
OCTOBER 31, 2019

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

_____

_____

_____

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

MAIN OFFICE: 711 NW 72ND AVENUE, MIAMI, FL 33126
ON SITE: Phone: 305 261-3800 305-503-3621 FAX: 305-260-8954

PLEASE COMPLETE	
EVENT:	BOOTH NO:

ELECTRICAL SERVICE ORDER INVOICE

(FULL PAYMENT DUE PRIOR TO SHOW OPENING)

	7 DAY ADVANCE			FLOOR PRICE		
	QUANTITY	COST	TOTAL COST	QUANTITY	COST	TOTAL COST
ELECTRICAL OUTLETS (120V, 60CY)						
0-500 WATTS (5 AMPS)		$55	$ -		$100	$ -
500-1000 WATTS (10 AMPS)		$65	$ -		$100	$ -
1001-1500 WATTS (15 AMPS)		$75	$ -		$100	$ -
1501-2000 WATTS (20 AMPS)		$85	$ -		$115	$ -
2001-3000 WATTS (30 AMPS)		$105	$ -		$145	$ -
120 VOLTS, SINGLE PHASE						
SPIDER BOX HOOKUP, 30 AMPS		$120	$ -		$175	$ -
SPIDER BOX HOOKUP, 60 AMPS		$160	$ -		$235	$ -
SPIDER BOX HOOKUP, 100 AMPS		$310	$ -		$460	$ -
120 VOLTS, SINGLE PHASE						
20 AMPS		$160	$ -		$235	$ -
30 AMPS		$170	$ -		$250	$ -
50 AMPS		$190	$ -		$280	$ -
100 AMPS		$285	$ -		$422.50	$ -
150 AMPS		$360	$ -		$535	$ -
208 VOLTS, THREE PHASE						
20 AMPS		$160	$ -		$235	$ -
40 AMPS		$185	$ -		$272.50	$ -
60 AMPS		$200	$ -		$295	$ -
100 AMPS		$310	$ -		$460	$ -
150 AMPS		$460	$ -		$685	$ -
LIGHTING EQUIPMENT (includes current consumption)						
500 WATT FLOOD ON POLE		$80	$ -		$115	$ -
			$ -			$ -
			$ -			$ -
MATERIAL (electric not included)						
EXTENSION CORD		$35	$ -		$35	$ -
MULTI-OUTLET POWER STRIP		$30	$ -		$30	$ -
LABOR (required for ALL 280V and higher connections and special requests)						
ST Monday-Friday 8AM-4:30PM (Except Holidays)					$50	$ -
OT Mon-Fri 4:30PM-8AM - All day Sat-Sun-Holidays					$100	$ -

CHECKS - Doubletree by Hilton Miami Aiport Convention Center	**Sub Total**	$ -
Credit Card Purchases - BY SIGNING THIS FORM, I HEREBY GIVE DOUBLETREE by HILTON MIAMI AIRPORT CONVENTION AUTHORIZATION TO CHARGE MY CREDIT CARD. TOTAL INDICATED ABOVE.	**7% Tax**	$ -
	TOTAL	$ -

DOUBLETREE by HILTON MIAMI AIRPORT CONVENTION CENTER RESERVES THE RIGHT TO CORRECT ORDERS FIGURED INCORRECTLY

PLEASE COMPLETE THIS SECTION			
COMPANY NAME:			
ADDRESS:	CITY:	STATE:	ZIP:
SIGNATURE:	PRINT NAME:		
VISA ___ MC___ AMEX___ CREDIT CARD #		EXP:	
CARDHOLDER SIGNATURE:	PRINT NAME:		
TELEPHONE			

UPS Freight℠ 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.

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℠ Trade Show Services

Dedicated trade show experts available at 800.988.9889 or via email at 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 ltl.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
or call 800.988.9889

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0197056 3/07

Multimodal capabilities

Aug 2018

EXPO

CONVENTION CONTRACTORS INC.

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

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

Contempo...White or Black Leather

☐ I-1 Contempo Curve Sofa White Leather

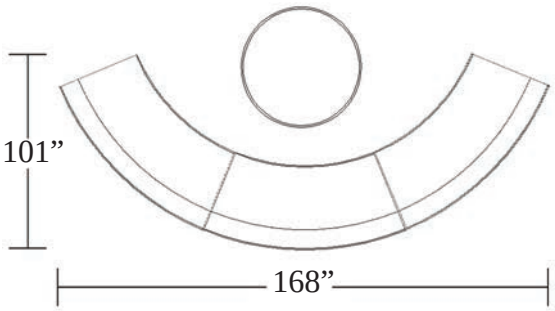
■ I-4 Contempo Curve Sofa Black Leather

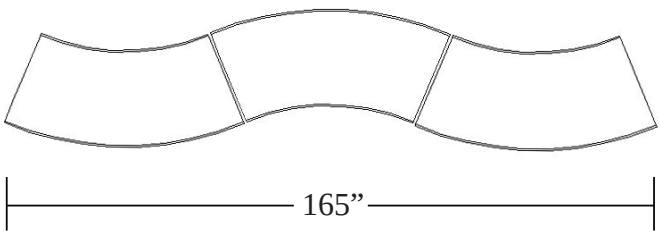
☐ I-2 Contempo Curve Bench White Leather

■ 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	E-1 Sofa - White Leather 85”L x 34”D x 32”H	E-4 Sofa - Red Leather 77”L x 34”D x 32”H
C-2 Loveseat - Black Leather 54”L x 34”D x 32”H	E-2 Chair - White Leather 53”L x 34”D x 32”H	E-5 Chair - Red Leather 53”L x 34”D x 32”H
C-3 Chair - Black Leather 32”L x 34”D x 32”H	E-3 Bench - White Leather 53”L x 27”D x 16”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

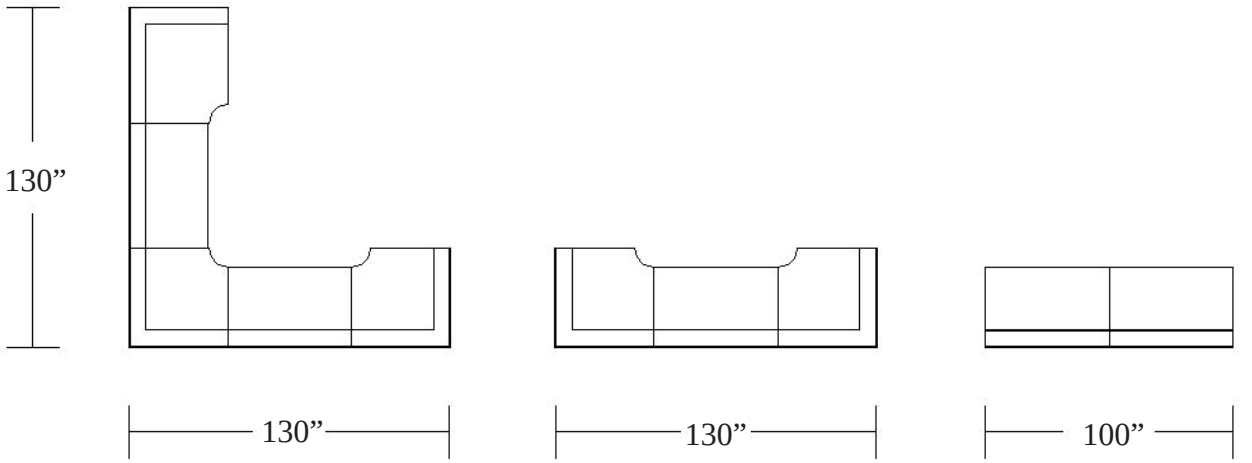
Monte Carlo...White or Black Leather

■ 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-8 Stage Chair
Burgundy Leather
27”L x 23”D x 35”H

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

F-7

F-8

F-9

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

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

I-9

E-18

F-1

F-2

F-3

F-4

F-5

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

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

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

I-1C

P-13C

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 Devise Charging Cable)

D-6C
Black Cube End Table - Charged
(Multi Devise 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

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

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

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

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

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

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

E-9

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

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-13 Orange Cube Ottoman
17”L x 17”D x 17”H

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

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-17 Orange Swivel Ottoman
18”Dia x 17.25”H

J-18 Balck Swivel Ottoman
18”Dia x 17.25”H

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

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

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

J-12

J-13

J-14

J-15

J-16

J-17

J-18

G-4
ADJUSTABLE COLORS

J-10

J-11

E-6

E-3

J-19

A-4

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 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 Table - Maple / Chrome
30”Dia x 29”H

L-2 Table - Maple / Chrome
36”Dia x 29”H

L-7W Table - White / Chrome
30”Dia x 29”H

L-7S Table - White Square
30”L x 30”D x 29”H

L-7 Table - Black / Chrome
30”Dia x 29”H

L-8 Table - Black / Chrome
36”Dia x 29”H

K-1 Table - Black
24”Dia x 29”H

K-2 Table - Black
30”Dia x 29”H

K-3 Table - Black
36”Dia x 29”H

K-4 Table - Black
42”Dia x 29”H

L-7R Table - Rustic
30” L x 30”D x 30”H

L-20 Table - Chrome
30”Dia x 29”H

L-14 Glass Table - Black
(Rounded Corners)
42”Dia x 29”H

L-15 Glass Table - Chrome
36”Dia x 29”H

L-1 (30"Diam)
L-2 (36"Diam)

L-7W

L-7S

L-7 (30"Diam)
L-8 (36"Diam)

K-1 (24"Diam)
K-2 (30"Diam)
K-3 (36"Diam)
K-4 (42"Diam)

L-7R

L-20

L-14

L-15

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

L-10 (30"Diam)
L-11 (36"Diam)

Tall Bar Tables...

L-4 (30"Diam)
L-5 (36"Diam)

M-5

** Also Available Charged (M-5J)*

M-5S

L-10 (30"Diam)
L-11 (36"Diam)

K-7 (24"Diam)
K-8 (30"Diam)
K-9 (36"Diam)

M-5R

L-4 Bar Table - Maple / Chrome
30”Dia x 42”H

L-5 Bar Table - Maple / Chrome
36”Dia x 42”H

M-5 Bar Table - White / Chrome
30”Dia x 42”H

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

L-10 Bar Table - Black / Chrome
30”Dia x 42”H

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

K-7 Bar Table - Black
24”D ia 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

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

L-17

L-22

M-7

M-8

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

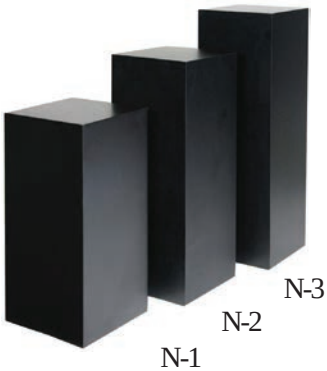
N-13C Locking Pedestal - Black
(Charged) 24”L x 24”D x 42”H

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-3
N-2
N-1

N-6
N-5
N-4

N-8
N-7

N-10
N-9

N-15

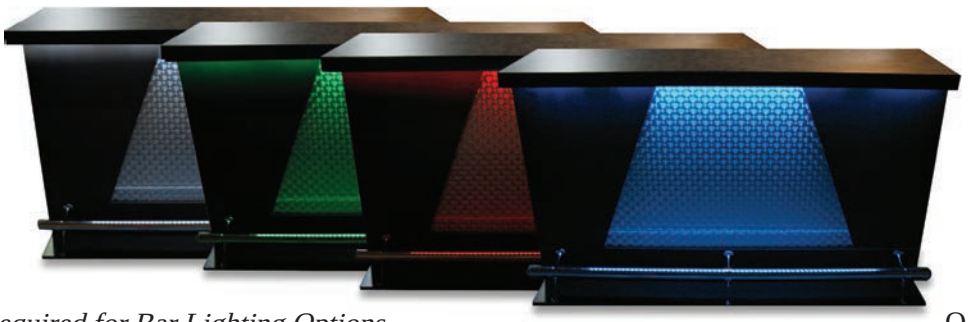
N-16

N-11

N-12

■ N-13 Black
□ N-14 White

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

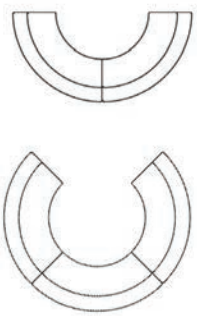


** Electric Required for Bar Lighting Options*

O-4

Bars & Reception Counters...

O-1



O-2

O-3

O-5

O-6

O-7

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

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-5

Q-6

Q-7

Q-8

Q-9

Q-10

Q-11

Q-12

Q-13

Q-14

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

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

Shelving & Storage...

R-1

R-2

R-3

R-4

R-5

R-6

R-7

R-8

R-9

R-10

R-11

R-12

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

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 Cktl 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 Cktl 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 Cktl Table	$276	$332
CM-5	Wood Grain Square End Table	$250	$300
CM-6	White Rectangle Cktl Table	$276	$332
CM-7	White Square End Table	$250	$300
D-4	Black Cube Cktl Table	$286	$343
D-5	Black Round Cktl 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	$911
E-6	Red South Beach Leather Bench	$374	$449
E-7	White Square Cktl Table	$267	$320
E-8	White Rectangle Cktl Table	$267	$320
E-8C	White Rect. Cktl 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 Cktl 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

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