



Exhibitor Service Manual

Expo Convention Contractors, Inc. has been chosen as the Official Service Contractor for the FAMP Miami Chapter Tradeshow. We are prepared to assist you in every way possible to ensure a successful marketing presentation for your company. Expo has an online marketplace that provides an easy way for you to order all of your show services. Our system is user friendly and visually driven, making it easy to navigate.

You still have the option to download the PDF Exhibitor Manual, but you must first log in to the online marketplace. Below are instructions for how you can access our online marketplace or download your PDF Exhibitor Manual.

- ◆ Once you have successfully registered for a booth with the show manager, Expo will receive your contact information. We will then email you a unique temporary password, as well as a link to our storefront (<https://expocci.boomerecommerce.com/>).
- ◆ When you log in for the first time, you will be prompted to update your password, keeping your order and payment information confidential and accessible only to you. If you were an exhibitor last year or have logged into our storefront before, your password will be whatever you changed it to the last time you logged in. You always have the option to reset your password from the login page.
- ◆ After you have logged in, you will be directed to your Event Homepage. Here you will find important show dates and times, booth equipment, shipping deadlines and shipping addresses.
- ◆ From your Event Homepage, you will also notice a menu on your left hand side. From these menu options you can start shopping to place your order online, print shipping labels, access subcontractor forms and download your PDF Exhibitor Manual.
- ◆ Freight shipments will incur a material handling charge. Please see the Shipping Information section of the online marketplace for posted rates. By having a credit card on file prior to move-in, Expo can deliver your shipment to your booth space in a timely manner.
- ◆ All remaining balances are to be paid prior to the show. If you have an open balance after the show has closed, a 25% administrative charge will be accessed to your invoice.
- ◆ **Please pay special attention to the deadline dates for placing your order and shipping your booth materials. The deadline date to receive Advance Warehouse freight is November 2, 2022.**
- ◆ Please call our Exhibitor Service Department if you need assistance. We're here to help! You can reach us at (305) 751.1234 or by email at info@expocci.com.

TABLE OF CONTENTS

DISCOUNT DEADLINE

PAGE

DEADLINE DATE TO RECEIVE DISCOUNTED RATES:

SCHEDULE:

EXHIBITOR MOVE-IN:

EXHIBIT HOURS:

EXHIBITOR MOVE-OUT:

All freight will be returned to the Expo Convention Contractors, Inc. warehouse ready for your carrier to pick up on **Thursday, November 10, 2022** from 12:30pm to 3:30pm, please make sure to schedule your carrier pick-up for this date and time. All freight must be labeled and a Bill of Lading filled out and returned to the Expo service desk before leaving the show floor.

Advanced Warehouse Address
Expo Convention Contractors, Inc.
15959 NW 15th Avenue
Miami, Florida 33169

BOOTH EQUIPMENT:

Each booth area will be provided with an 8' high background drape, 3' high side drape, one wastebasket and one Identification sign (7" x 44").
Hotel to Provide Table and two chairs.

SHOW COLORS:

Back Drape:
Side Drape:
Table Drape:

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.

ADVANCE WAREHOUSE SHIPMENT:

Materials should be shipped to arrive at our warehouse beginning **October 12, 2022**, but NO LATER THAN **November 2, 2022**. Freight received before or after this date will incur a 25% early/late handling fee.

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

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. or email info@expocci.com.

**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:	Contact Name:	Booth:	
Address:			
City:	State:	Zip:	Country:
Phone:		Email:	
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.

**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:

- | | | |
|--|---|---|
| <input type="checkbox"/> All Expo Services | <input type="checkbox"/> Booth Cleaning | <input type="checkbox"/> Booth Labor |
| <input type="checkbox"/> Freight Handling | <input type="checkbox"/> Furniture/Carpet | <input type="checkbox"/> 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:
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:	

****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:
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:	

****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.

DRAPED TABLES



	Qty	Advance Price	Standard Price
2' x 4' - 30" H		\$131.25	\$145.00
2' x 6' - 30" H		\$145.00	\$172.50
2' x 8' - 30" H		\$172.50	\$196.00
2' x 4' - 42" H		\$186.25	\$213.75
2' x 6' - 42" H		\$200.00	\$241.25
2' x 8' - 42" H		\$227.50	\$268.75
4th sided skirt 30"		\$51.00	\$66.50
4th sided skirt 42"		\$51.00	\$66.50
Amount			

- ☐ White
- ☐ Grey
- ☐ Black
- ☐ Red
- ☐ Blue
- ☐ Teal
- ☐ Gold
- ☐ Peach
- ☐ Burgundy

Please check color choice

UNDRAPED TABLES

	Qty	Advance Price	Standard Price
2' x 4' - 30" H		\$98.25	\$108.75
2' x 6' - 30" H		\$108.75	\$129.25
2' x 8' - 30" H		\$129.25	\$150.00
2' x 4' - 42" H		\$139.50	\$160.50
2' x 6' - 42" H		\$150.00	\$180.75
2' x 8' - 42" H		\$170.50	\$200.75
Amount			

If no drape color is selected the designated show color will be provided.



30" Round Table

	Qty	Advance Price	Standard Price
30" High		\$168.75	\$217.50
42" High		\$193.75	\$242.50
Amount			



Chrome Square Table

	Qty	Advance Price	Standard Price
		\$154.50	\$180.25
Amount			



Glass Table 53 1/8" W x 33 1/2" D x 29 1/8" H

	Qty	Advance Price	Standard Price
		\$275.75	\$358.50
Amount			



Charging Table

	Qty	Advance Price	Standard Price
		\$825.00	\$973.25
Amount			

Subtotal \$

7 % Tax \$

Amount Due \$

Company Name:

Booth #:

Please return via fax along with payment policy form to 305.571.1298 or email to info@expocci.com



Black Leather Side Chair

Qty	Advance Price	Standard Price
	\$77.25	\$92.75
Amount		



Upholstered Grey Side Chair

Qty	Advance Price	Standard Price
	\$58.00	\$71.25
Amount		



White Folding Chair

Qty	Advance Price	Standard Price
	\$77.25	\$92.75
Amount		



Grey Padded Counter Stool

Qty	Advance Price	Standard Price
	\$123.75	\$151.25
Amount		



Upholstered Grey Arm Chair

Qty	Advance Price	Standard Price
	\$67.50	\$88.25
Amount		



White Stool with Back

Qty	Advance Price	Standard Price
	\$130.75	\$170.00
Amount		



Clear Chair

Qty	Advance Price	Standard Price
	\$160.00	\$208.00
Amount		

Subtotal \$









7 % Tax \$

Amount Due \$

Company Name:

Booth #:

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CARPETS			WOOD VINYL	
				
TEAL	RED	BURGUNDY		
			MEDIUM OAK WOOD	SILVER WOOD
BLACK	GRAY	BLUE		

BOOTH DIMENSIONS

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

EXPO CLASSIC CARPET				
Please Select Color Choice: <input type="checkbox"/> Gray <input type="checkbox"/> Teal <input type="checkbox"/> Black <input type="checkbox"/> Red <input type="checkbox"/> Burgundy <input type="checkbox"/> Blue				
Qty.	Item	Discount Price	Regular Price	Total Price
	10' x 10'	\$123.75	\$158.75	
	10' x 20'	\$255.00	\$288.75	
	10' x 30'	\$378.75	\$447.50	
	10' x 40'	\$495.00	\$635.00	

EXPO WOOD VINYL				
Please Select Color Choice: <input type="checkbox"/> Medium Oak Wood <input type="checkbox"/> Silver Wood				
Qty.	Item	Discount Price	Regular Price	Total Price
	10' x 10'	\$475.00	\$617.50	
	10' x 20'	\$950.00	\$1,235.00	
	10' x 30'	\$1,425.00	\$1,852.50	
	10' x 40'	\$1,900.00	\$2,470.00	

EXPO CUSTOM CUT CARPET				
Please Select Color Choice: <input type="checkbox"/> Red <input type="checkbox"/> Blue <input type="checkbox"/> Grey <input type="checkbox"/> Black <input type="checkbox"/> Teal <input type="checkbox"/> 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	Total Price
Do you want Expo Classic Carpet		\$4.15	\$5.25	
Do you want Expo Plush Carpet		\$5.25	\$5.75	

PADDING & VISQUEEN				
Sq. Ft.	Item	Discount Price	Regular Price	Total Price
	1/2" Padding	\$1.05	\$1.30	
	1" Padding	\$1.55	\$2.05	
	Visqueen	\$0.55	\$1.05	

Subtotal \$

7 % Tax \$

Amount Due \$

Company Name:

Booth #:

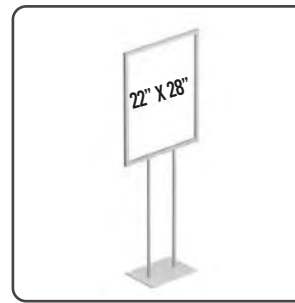
Please return via fax along with payment policy form to 305.571.1298 or email to info@expocci.com



Floor Easel

Qty	Advance Price	Standard Price
	\$32.50	\$37.50
Amount		

*graphic not INCLUDED.



Sign Holder

	Qty	Advance Price	Standard Price
No graphic		\$119.75	\$155.75
Single Graphic		\$162.00	\$205.00
Double graphic		\$205.00	\$261.00
Amount			



Adjustable Arm Rack

Qty	Advance Price	Standard Price
	\$65.00	\$78.75
Amount		



2-Way Waterfall Rack

Qty	Advance Price	Standard Price
	\$82.50	\$103.75
Amount		



Drawing Bowl

Qty	Advance Price	Standard Price
	\$18.00	\$23.50
Amount		



Black Retractable Rope Stanchions

Qty	Advance Price	Standard Price
	\$49.00	\$59.25
Amount		

***MINIMUM ORDER: 2**



**Wastebasket
14"L x 10"W x 15"H**

Qty	Advance Price	Standard Price
	\$33.00	\$41.25
Amount		



**Mini Refrigerator
20"L x 20"D x 34"H**

Qty	Advance Price	Standard Price
	\$325.50	\$423.75
Amount		

Subtotal \$

7 % Tax \$

Amount Due \$

Company Name:

Booth #:

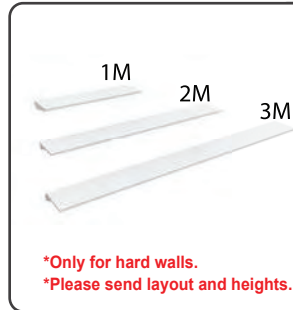
Please return via fax along with payment policy form to 305.571.1298 or email to info@expocci.com



Black / White Arm Light with Bulb

	Qty	Advance Price	Standard Price
Black <input type="checkbox"/>		\$65.00	\$80.00
White <input type="checkbox"/>		\$75.00	\$95.00
Amount			

*Electricity not included.



White Shelves

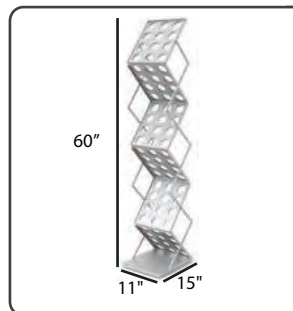
	Qty	Advance Price	Standard Price
1 Meter		\$47.00	\$61.25
2 Meter		\$72.00	\$93.75
3 Meter		\$102.00	\$132.75
Amount			



6' Track Lights with Two Cans

	Qty	Advance Price	Standard Price
Track		\$260.00	\$338.00
Additional Can		\$70.00	\$91.00
Amount			

*Electricity not included.



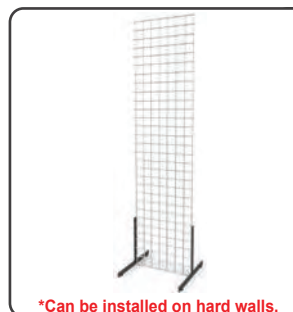
Literature Rack 11"W x 15"D x 60"H

Qty	Advance Price	Standard Price
	\$195.00	\$253.50
Amount		



Rolling TV Stand

Qty	Advance Price	Standard Price
	\$175.00	\$227.50
Amount		



Free Standing Chrome Grid

Qty	Advance Price	Standard Price
	\$207.00	\$269.25
Amount		



TV Rentals

	Qty	Advance Price	Standard Price
43" TV		\$530.00	\$689.00
55" TV		\$650.00	\$845.00
Amount			

*Electricity not included.



Pegboard Panel

	Qty	Advance Price	Standard Price
2' x 8' - Vertical		\$180.00	\$234.00
2' x 8' - Horizontal		\$180.00	\$234.00
4' x 8' - Vertical		\$240.00	\$312.00
4' x 8' - Horizontal		\$240.00	\$312.00
Amount			

Subtotal \$

7 % Tax \$

Amount Due \$

Company Name:

Booth #:

Please return via fax along with payment policy form to 305.571.1298 or email to info@expocci.com



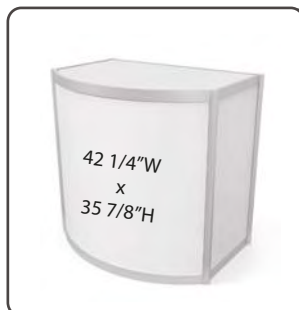
1 meter Cabinet with Sliding Doors & Lock

	Qty	Advance Price	Standard Price	Graphic Size
Front Graphic		\$384.00	\$463.50	38"W x 36"H
White		\$294.00	\$373.50	
Amount				



2 meter Cabinet with Sliding Doors & Lock

	Qty	Advance Price	Standard Price	Graphic Size
Front Graphic		\$527.50	\$618.50	77"W x 36"H
White		\$345.50	\$436.50	
Amount				



1 meter Curved Cabinet with Sliding Doors & Lock

	Qty	Advance Price	Standard Price	Graphic Size
Front Graphic		\$384.00	\$463.50	42"W x 36"H
White		\$294.00	\$373.50	
Amount				



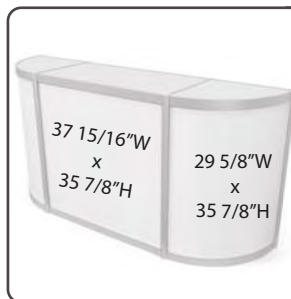
2 meter Curved Cabinet with Sliding Doors & Lock

	Qty	Advance Price	Standard Price	Graphic Size
Front Graphic		\$548.00	\$632.50	86"W x 36"H
White		\$345.50	\$436.50	
Amount				



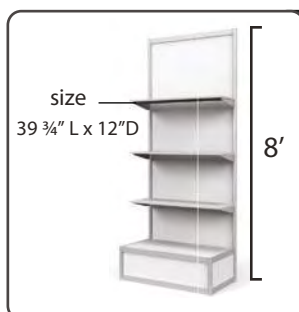
1 meter Diagonal Curved Cabinet without Doors

	Qty	Advance Price	Standard Price	Graphic Size
Front Graphic		\$430.50	\$508.00	60"W x 36"H
White		\$331.00	\$408.00	
Amount				



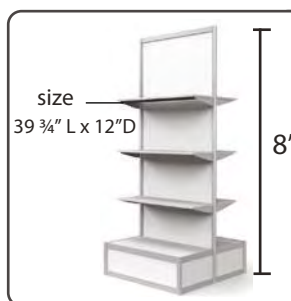
2 meter Curved Corners Cabinet with Sliding Doors & Lock

	Qty	Advance Price	Standard Price	Graphic Size
Graphic		\$575.50	\$666.50	Front: 38"W x 36"H Both Sides: 29 5/8"W x 36"H
White		\$345.50	\$436.50	
Amount				



1 meter Gondola Single Sided with 3 Shelves

	Qty	Advance Price	Standard Price
Straight Shelves		\$341.00	\$416.50
Angled Shelves		\$393.50	\$490.00
Amount			



1 meter Gondola Double Sided with 6 Shelves

	Qty	Advance Price	Standard Price
Straight Shelves		\$426.50	\$542.50
Angled Shelves		\$510.50	\$658.00
Amount			

Subtotal \$

7 % Tax \$

Amount Due \$

Company Name:

Booth #:

Please return via fax along with payment policy form to 305.571.1298 or email to info@expocci.com



Solid Wall Case
70'W x 18'D x 84'H

	Qty	Advance Price	Standard Price
White <input type="checkbox"/>		\$700.00	\$840.00
Black <input type="checkbox"/>		\$700.00	\$840.00
Amount			



See-Thru Wall Case
70'W x 18'D x 84'H

	Qty	Advance Price	Standard Price
White <input type="checkbox"/>		\$720.00	\$860.00
Black <input type="checkbox"/>		\$720.00	\$860.00
Amount			



Classic Black Showcase
20'D x 42'H

	Qty	Advance Price	Standard Price	Select View
4 Feet		\$441.50	\$455.75	<input type="checkbox"/> Half <input type="checkbox"/> Quarter
5 Feet		\$441.50	\$455.75	
6 Feet		\$441.50	\$455.75	
Amount				

*Black Only



Tower Case TCS1639
39'W x 16'D x 79'H

	Qty	Advance Price	Standard Price
White <input type="checkbox"/>		\$610.00	\$793.00
Black <input type="checkbox"/>		\$610.00	\$793.00
Amount			



Standard White
20'D x 38'H

	Qty	Advance Price	Standard Price	Select View & Color
4 Feet		\$537.00	\$645.50	<input type="checkbox"/> Full <input type="checkbox"/> Half <input type="checkbox"/> Quarter
5 Feet		\$537.00	\$645.50	
6 Feet		\$537.00	\$645.50	<input type="checkbox"/> White <input type="checkbox"/> Black
Amount				

SAMPLE: FULL VISION



Museum Case 2020
20'W x 20'D x 72'H

	Qty	Advance Price	Standard Price
White <input type="checkbox"/>		\$590.00	\$670.00
Black <input type="checkbox"/>		\$590.00	\$670.00
Amount			



Elite White
20'D x 41 5/16'H

	Qty	Advance Price	Standard Price	Select View & Color
4 Feet		\$570.00	\$650.00	<input type="checkbox"/> Full <input type="checkbox"/> Half <input type="checkbox"/> Quarter
5 Feet		\$570.00	\$650.00	
6 Feet		\$570.00	\$650.00	<input type="checkbox"/> White <input type="checkbox"/> Black
Amount				

SAMPLE: HALF VISION



Tower Case TCS2020
20'W x 20'D x 79'H

	Qty	Advance Price	Standard Price
White <input type="checkbox"/>		\$590.00	\$670.00
Black <input type="checkbox"/>		\$590.00	\$670.00
Amount			

*Electricity not included

Subtotal \$

7% Tax \$

Amount Due \$

Company Name:

Booth #:

Please return via fax along with payment policy form to 305.571.1298 or email to info@expocci.com



1 meter Directional with Graphics

Qty	Advance Price	Standard Price	Graphic Size
	\$354.75	\$461.25	38"x 91"
Amount			

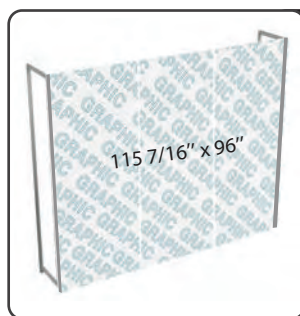
***Frame included.**



1 meter Graphic on PVC

Qty	Advance Price	Standard Price	Graphic Size
	\$335.75	\$436.50	38"x 91"
Amount			

***NO frame included.**



3 meter Overlay Graphic on 3/16" Ultramount

Qty	Advance Price	Standard Price	Graphic Size
	\$1,077.50	\$1,400.75	115 7/16" x 96"
Amount			

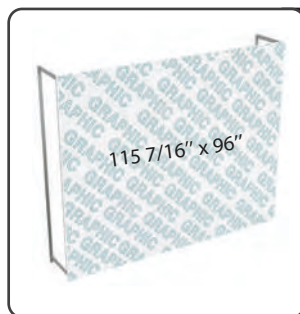
***Frame included.**



Graphic Posters on 3/16" Ultramount

Qty	Advance Price	Standard Price	Graphic Size
	\$58.33	\$75.70	20"x 30"
	\$84.00	\$109.25	24"x 36"
	\$168.00	\$218.50	36"x 48"
Amount			

***NO frame included.**



3 meter Digital Banner

Qty	Advance Price	Standard Price	Graphic Size
	\$1,077.50	\$1,463.75	115 7/16" x 96"
Amount			

***Frame included.**



Pull up Banner

Qty	Advance Price	Standard Price	Graphic Size
	\$350.50	\$455.50	33 1/2"x 80"
Amount			

PRINTING PRICE PER SQ-FT FOR ANY CUSTOM SIZE IS: \$14.00

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

Subtotal \$

7 % Tax \$

Amount Due \$

Company Name:

Booth #:

Please return via fax along with payment policy form to 305.571.1298 or email to info@expocci.com

EXPO HARD WALL BOOTH OPTIONS

All our standard hardwall Custom Booths on the next few pages come in White.
available colors:



Black



Grey



Blue



Green



Beige

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 info@expocci.com

QTY	ITEM	WHITE HARDWALL		COLOR HARDWALL		COLOR CHOICE	TOTAL
		ADVANCE PRICE	STANDARD PRICE	ADVANCE PRICE	STANDARD PRICE		
	Turnkey Rental Booth 101	\$3,039.75	\$3,951.75	\$3,197.25	\$4,156.50		
	Turnkey Rental Booth 102	\$3,039.75	\$3,951.75	\$3,197.25	\$4,156.50		
	Turnkey Rental Booth 103	\$3,249.75	\$4,224.75	\$3,407.25	\$4,429.50		
	Turnkey Rental Booth 105	\$1,661.00	\$2,159.25	N/A	N/A		
	Turnkey Rental Booth 201	\$4,929.75	\$6,408.75	\$5,244.75	\$6,818.25		
	Turnkey Rental Booth 202	\$5,584.00	\$7,259.25	\$5,942.00	\$7,724.75		

All orders made after deadline will incur a 30% late fee.

Electrical is Not Included.

7% Tax \$

Amount Due \$

(Insert Header Sign Copy in Box)

Black Helvetica Letters are Standard

Additional Requests: _____

Company Name:

Booth #:

Contact Name:

Email:

Phone:

Fax:

Please return via fax along with payment policy form to 305.571.1298 or email to info@expocci.com



Turnkey Rental Booth 101

INCLUDED ITEMS:

- 10' x 10' Grey carpet
- 1 - Company logo/name header (size: 85 5/8" x 10"H)
- 1 - Custom curved counter with doors for storage and your graphic logo on counter (size: 60 1/8" x 35 7/8"H)
- 1 - Table
- 3 - Chairs
- 1 - Wastebasket
- 3 - Arm lights (Electrical is Not Included)
- Delivery, Installation & Dismantle

Standard White Price \$3,039.74

Custom Color Price \$3,197.25



Turnkey Rental Booth 102

INCLUDED ITEMS:

- 10' x 10' Grey carpet
- 1 - Company logo/name header (size: 96 1/2" x 10"H)
- 3 - Built-in counters with doors for storage
- 1 - Table
- 3 - Chairs
- 1 - Wastebasket
- 3 - Arm lights (Electrical is Not Included)
- Delivery, Installation & Dismantle

Standard White Price \$3,039.75

Custom Color Price \$3,197.25



Turnkey Rental Booth 103

INCLUDED ITEMS:

- 10' x 10' Grey carpet
- 1 - Company logo/name header (size: 85 5/8" x 10"H)
- 2 - Built-in Counters with doors for storage
- 4 - Clear shelves lit from above
- 1 - Table
- 3 - Chairs
- 1 - Wastebasket
- 3 - Arm lights (Electrical is Not Included)
- Delivery, Installation & Dismantle

Standard White Price \$3,249.75

Custom Color Price \$3,407.25



Turnkey Rental Booth 105

INCLUDED ITEMS:

- 10' x 10' Gray carpet
- 1 - Metal frame (size 10' W x 8' H)
- 3 - Graphics (size 2.5' W x 7' H)
- 3 - Arm lights - (Electrical is Not included)
- Delivery, Installation & Dismantle

Standard Price \$1,661.00



Turnkey Rental Booth 201

INCLUDED ITEMS:

- 10' x 20' Grey carpet
- 1 - Company logo/name header (size: 85 5/8" x 10"H)
- 1 - Curved counter w/doors & logo (size: 42 1/8" x 35 7/8"H)
- 4 - Shelves
- 1 - Table
- 3 - Chairs
- 1 - Wastebasket
- 6 - Arm lights (Electrical is Not Included)
- Delivery, Installation & Dismantle

Standard White Price \$4,929.75

Custom Color Price \$5,244.75



Turnkey Rental Booth 202

INCLUDED ITEMS:

- 10' x 20' Grey carpet
- 1 Company logo/name header (size: 77"x 10"H)
- Meeting area with plexi & graphics (size: 1- 77"x 20"H, 1- 77" x 34"H)
- 1 - Counter with company logo (size: 37 15/16" x 35 7/8"H)
- 2 - Table
- 6 - Chairs
- 1 - Wastebasket
- 6 - Arm lights (Electrical is Not Included)
- Delivery, Installation & Dismantle

Standard White Price \$5,584.00

Custom Color Price \$5,942.00

DISCOUNT DEADLINE:

Please complete the following information:

We plan to ship to: _____ Advance Warehouse

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 **\$98.00 per 100 lbs.**

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

Deadline Date is:

**Shipments received after this date will incur an
additional 25% late handling fee.**

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.

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.

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:

Email:

Phone:

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.

Tel: 305.751.1234 Fax: 305.751.1298 OR email to info@expocci.com

SHIPPING INSTRUCTIONS AT CLOSE OF CONVENTION /TRADESHOW**You must request a pre-printed BOL or Fill out a BOL at show-site, this form is for information purposes only**

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.

- 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.
- 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.
- 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 picked up for removal after the exhibition's close.
- 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.
- All shipments requiring special handling for reasons including, but not limited to, length, width or height, are handled on a time and material basis.
- 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.
- Remove all expired shipping labels before shipping to avoid confusion.
- 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" from the time your materials leave your facility until they are returned back to your facility after the show.

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

Company Name:		Booth #:
Address:		
Attention:	Phone:	Fax:
City:	State:	Zip Code:
Authorized by (please print):	Title:	
Signature:	Convention /Tradeshow:	

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

Please return via fax along with payment policy form to 305.571.1298 or email to info@expocci.com

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 rehandling. 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 rehandling 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 Show Information page for dates) for advance warehouse or arriving on show site after show opening.

UNCRATED SHIPMENTS

Rate as shown on Material Handling Authorization Form

An additional charge of 50% (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%

For targeted shows (exhibitors who received/requested a Targeted Date/Time), 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.

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: \$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 Customer Service department.

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.

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.

What does CWT mean?

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

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-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.

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

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 100 lbs.
For example: 285 lbs. = 300 lbs./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 and Material Handling Additional Services forms included in the manual for all applicable fees.

MATERIAL HANDLING CHARGES

What are specialized carrier shipments?

Shipments that arrive via small package carrier such as FedEx Express Service, UPS small package service or DHL small package service AND do not have a certified weight ticket included with shipment. This applies to packages weighing under 50 lbs.

How do I calculate my specialized carrier shipment?

Charges for specialized carrier shipments are based on per carton, per delivery.
Example: I'm shipping 3 packages via FedEx, how much will I be charged?
3 x per carton rate = \$ amount charged (plus any additional fees that may apply).

Please be advised that your whole shipment may not arrive to its destination at one time. Therefore you may be charged per each delivery, and minimum charges may apply.

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 unskidded 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 5,000 lbs. 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.

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.

OUTBOUND SHIPMENTS

You must complete a EXPO Material Handling Agreement (MHA) for all outbound shipments. A MHA will be distributed at show site if all services have been paid in full, or you can request one at the customer service desk.

Upon completion of packing and labeling of your materials, complete the bill of lading with all required information, and return to customer service. If you have questions on how to complete your bill of lading, please ask a EXPO customer service representative located at the customer 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 MHA).

ADVANCED SHIPPING LABELS



ADVANCE WAREHOUSE

Company Name: _____

Contact Name: _____

Contact Phone #: _____

Booth #: _____

For:

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

First day freight can arrive w/o a surcharge:

Last day freight can arrive w/o a surcharge:



ADVANCE WAREHOUSE

Company Name: _____

Contact Name: _____

Contact Phone #: _____

Booth #: _____

For:

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

First day freight can arrive w/o a surcharge:

Last day freight can arrive w/o a surcharge:

Labor Information			Discount Price	Standard Price
Straight Time	Monday - Friday	8:00 am - 4:30 pm	\$72.00	\$93.00
Over Time	Monday - Friday Saturday & Sunday	4:30 pm - 8:00 am All Day	\$108.00	\$139.50
Double Time	Holidays	All Day	\$144.00	\$186.00

Expo Supervisory Fee is 30% of total cost or \$60.00, 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?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Is Labor for laying your own carpet?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

INSTALLATION						
Your Supervisor's Name:				Expo Supervision? Yes <input type="checkbox"/> No <input type="checkbox"/>		
Cell Number:						
Date	Start Time	Number of Men	Hours per Man	Rate	Expo Supervision Cost	Estimated Cost

DISMANTLE						
Your Supervisor's Name:				Expo Supervision? Yes <input type="checkbox"/> No <input type="checkbox"/>		
Cell Number:						
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:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Carpet is?	<input type="checkbox"/> Owned <input type="checkbox"/> Rented from EXPO
Carpet padding?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Drawings?	<input type="checkbox"/> Faxed to EXPO <input type="checkbox"/> Shipped w/exhibit crates

Inbound Freight Information	
Carrier Company Name: _____	
# of pieces: _____	Weight of Shipment: _____
Is Shipment?	<input type="checkbox"/> Crated <input type="checkbox"/> Uncrated
Tracking/Pro#: _____	
Estimated arrival date: _____	
Shipment to arrive at: <input type="checkbox"/> Warehouse <input type="checkbox"/> Show Site	

Electrical Information:	
<input type="checkbox"/>	Electrical should go under the carpet (diagram is attached)
<input type="checkbox"/>	Electrical drawings are attached
<input type="checkbox"/>	Electrical drawings are with exhibit in crate number
<input type="checkbox"/>	Electrical drawings were sent to the official contractor
Services You Have Ordered (please check all that apply):	
<input type="checkbox"/>	Electrical
<input type="checkbox"/>	Furniture
<input type="checkbox"/>	Booth Cleaning
<input type="checkbox"/>	Telephone/Internet
<input type="checkbox"/>	A/V Equipment

Outbound Freight Information	
Carrier Company Name: _____	
Delivery Shipment To: _____	
Address: _____	
City, State, Zip: _____	
Type of Service (air, van line, ground, etc.): _____	
<i>If for any reason your shipment is not picked up by your carrier, please choose one of the following options: (Initial beside preferred option)</i>	
Force freight through EXPO's preferred carrier: _____	
Send shipment back to EXPO warehouse: (\$50.00 min. fee) _____	

Company Name:	Booth #:
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Please return via fax along with payment policy form to 305.571.1298 or email to info@expocci.com

DISCOUNT DEADLINE:

PLANT RENTALS:



5' to 6' Green Plants in Baskets: \$110.45 each for show
each x No. of Plants = Total

3' to 4' Green Plants in Baskets: \$82.90 each for show
each x No. of Plant = Total



Seasonal Blooming Plant Rentals: \$55.35 each for show

each x No. of Plants = Total



Boston Fern Plant Rentals: \$80.50 each for show

each x No. of Plants = Total



Beautiful Flower Arrangements: FOR PURCHASE ONLY

Small Arrangements each x No.=

Medium Arrangements each x No.=

Large Arrangements each x No.=

Additional 30% charge for orders received after the discount
deadline date.

Flower arrangements are for purchase only, all others are rentals
to be returned at close of show.

Subtotal

7% Sales Tax

Amount Due

Company Name:

Booth #:

Contact Name:

Phone:

Signature:

email:

Please return via fax along with payment policy form to 305.571.1298 or email to info@expocci.com

Please indicate the Services Needed

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

Food service Cleaning is Mandatory every 2 hours when you serve food in your booth

Booth Sanitizing Wipe Down

	Rate	Booth Size	# Days	Total
_____	\$0.48 per sq. ft.	X _____	X _____	= \$ _____
(Check if Needed)		(# Sq. Feet)	(# Days Needed)	Total Due

Specify Dates Needed:

Food Services Cleaning - to include trash/food removal & sweeper/vacuum

	Rate	Booth Size	# Days	Total
_____	\$25.00 per hour	X _____	X _____	= \$ _____
(Check if Needed)	(one hour minimum)	(# Sq. Feet)	(# Days Needed)	Total Due

Specify Dates Needed:

Carpet Vacuuming

	Rate	Booth Size	# Days	Total
_____	Vacuuming \$0.47 per sq. ft.	X _____	X _____	= \$ _____
(Check if Needed)		(# Sq. Feet)	(# Days Needed)	Total Due

Specify Dates Needed:

Porter Service - Trash Removal (2 hour intervals)

	Rate	Times Per Day	# Days	Total
_____ 1 - 5 Booths:	\$52.00 @ _____	X _____	= \$ _____	
(Check if Needed)	(Number Intervals Per Day)	(Total Number Days)	Total Due	
_____ 6 - 15 Booths:	\$63.00 @ _____	X _____	= \$ _____	
(Check if Needed)	(Number Intervals Per Day)	(Total Number Days)	Total Due	

Specify Dates Needed:

Exhibit Cleaning

_____ Exhibit cleaning & dusting of display daily	\$33.50 X _____	# of days = \$ _____
(Check if Needed)		
_____ Exhibit cleaning & dusting 1 time only	\$44.00 X _____	= \$ _____
(Check if Needed)	(Specify Date Needed)	Total Due

Specify Dates Needed:

Subtotal \$ _____

7 % Tax \$ _____

Amount Due \$ _____

Company Name: _____

Booth #: _____

Contact Name: _____

Phone: _____

Email: _____

Fax: _____

Please return via fax along with payment policy form to 305.571.1298 or email to info@expocci.com

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., FAMP Miami Chapter and Miami Airport Convention Center 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. Insurance minimum limits/requirements are: (a) Commercial liability insurance, on an occurrence form, in the amount of One Million (\$1,000,000.00) Dollars per occurrence for bodily injury, death, property damage, and personal injury. The policy must include coverage for premises operations, blanket contractual liability (to cover indemnification section), products, completed operations and independent contractors. (b) Automobile liability insurance in the amount of One Million (\$1,000,000.00) Dollars per occurrence to provide coverage for any owned and non-owned vehicles, including loading and unloading hazards. (c) Workers' compensation and employer's liability coverage as required by Florida Statute.

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 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)	
(EAC Company Name)	

Exhibitor Company Name:			Booth #:	
Address:				
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Authorized on-site representative:			Cell Phone:	
(Please Print)				

Name of Service Firm:			
Address:			
City:	State:	Country:	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 _____ to EXPO, the Official Decorating Contractor:

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

We have an contract with the Local Union which 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 at 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.



2022
TRADE SHOW
FURNISHINGS
KIT CATALOG

expo
convention
contractors



BLANC



Blanc Sofa
Item # 18228-0847
Bright White Leather
75"W x 35"D x 35"H

Advance Price	\$962.00
Standard Price	\$1,202.50



Blanc Loveseat
Item # 18167-0614
Bright White Leather
54"W x 35"D x 35"H

Advance Price	\$920.00
Standard Price	\$1,150.00



Blanc Chair
Item # 18284-0834
Bright White Leather
33"W x 35"D x 35"H

Advance Price	\$767.00
Standard Price	\$958.75



Blanc Bench Ottoman
Item # 18024-0072
Bright White Leather
48"W x 24"D x 18"H

Advance Price	\$460.00
Standard Price	\$575.00



Blanc Cube Ottoman
Item # 18184-0274
Bright White Leather
17"Square x 17"H

Advance Price	\$160.00
Standard Price	\$200.00

WHISPER



Whisper Sofa
Item # 18228-0607
White Leather
87"W x 37"D x 35"H

Advance Price	\$920.00
Standard Price	\$1,150.00



Whisper Loveseat
Item # 18167-0471
White Leather
61"W x 37"D x 35"H

Advance Price	\$880.00
Standard Price	\$1,100.00



Whisper Chair
Item # 18284-0487
White Leather
35"W x 37"D x 35"H

Advance Price	\$730.00
Standard Price	\$912.50

WHISPER



Whisper Bench Ottoman

Item # 18024-0003

White Leather
60"W x 24"D x 17"H

Advance Price	\$407.00
Standard Price	\$508.75



Whisper Square Ottoman

Item # 18184-0034

White Leather
40"Square x 17"H

Advance Price	\$407.00
Standard Price	\$508.75



Whisper Round Ottoman

Item # 18184-0038

White Leather
46"Round x 17"H

Advance Price	\$407.00
Standard Price	\$508.75

FUNCTION

Modular Seating Collection



Function Armless Chair

Item # 18284-0554

White Leather
28"Square x 29"H

Advance Price	\$490.00
Standard Price	\$612.50

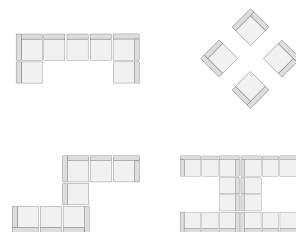


Function Corner

Item # 18066-0016

White Leather
28"Square x 29"H

Advance Price	\$526.50
Standard Price	\$658.25



CONTINENTAL

Modular Seating Collection



Continental Curved Loveseat

Item # 18303-0006

White Leather
82"W x 34"D x 31"H

Advance Price	\$950.00
Standard Price	\$1,187.50



Continental Reverse Curved Loveseat

Item # 18304-0002 White
Leather
72"W x 34"D x 31"H

Advance Price	\$920.00
Standard Price	\$1,150.00



Continental Wedge Ottoman

Item # 18296-0006

White Leather
30"W x 34"D x 19"H

Advance Price	\$407.00
Standard Price	\$508.75

CONTINENTAL

Modular Seating Collection



Continental Curved Bench

Item # 18184-0283

White Leather

70"W x 26"D x 19"H

Advance Price	\$481.00
Standard Price	\$601.25



Continental Half Moon Ottoman

Item # 18184-0284

White Leather

33"W x 19"D x 19"H

Advance Price	\$407.00
Standard Price	\$508.75

SOPHISTICATION

Modular Seating Collection



Sophistication Sofa

Item # 18228-0674

White Leather

72"W x 31"D x 48"H

Advance Price	\$950.0
Standard Price	\$1,187.50



Sophistication Loveseat

Item # 18167-0466

White Leather

48"W x 31"D x 48"H

Advance Price	\$640.00
Standard Price	\$800.00



Sophistication Chair

Item # 18284-0563

White Leather

24"W x 31"D x 48"H

Advance Price	\$481.00
Standard Price	\$601.25



Sophistication Corner

Item # 18066-0017

White Leather

31"Square x 48"H

Advance Price	\$481.00
Standard Price	\$601.25



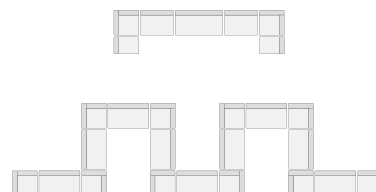
Sophistication Ottoman

Item # 18184-0130

White Leather

31"Square x 19"H

Advance Price	\$362.00
Standard Price	\$452.50



BOCA

Modular Seating Collection



Boca Corner

Item # 18066-0026

Black Leather

22"W x 27"D x 30"H

Advance Price	\$526.50
Standard Price	\$658.25



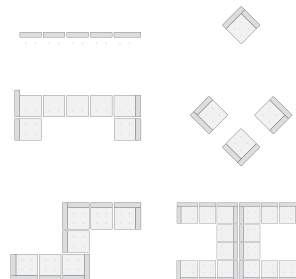
Boca Armless

Item # 18284-0786

Black Leather

27"Square x 30"H

Advance Price	\$490.00
Standard Price	\$612.50



METRO



Metro Sofa

Item # 18228-0602

Black Leather

85"W x 35"D x 35"H

Advance Price	\$790.00
Standard Price	\$987.50



Metro Loveseat

Item # 18167-0467

Black Leather

60"W x 35"D x 35"H

Advance Price	\$760.50
Standard Price	\$950.75



Metro Chair

Item # 18284-0482

Black Leather

35"Square x 35"H

Advance Price	\$594.00
Standard Price	\$742.50



Metro Square Ottoman

Item # 18184-0179

Black Leather

40"Square x 17"H

Advance Price	\$407.00
Standard Price	\$508.75



Metro Bench Ottoman

Item # 18024-0008

Black Leather

60"W x 24"D x 17"H

Advance Price	\$407.00
Standard Price	\$508.75

SUAVE MIDNIGHT



Suave Midnight Sofa

Item # 18228-0085

Midnight Suede
77"W x 36"D x 33"H

Advance Price	\$69200
Standard Price	\$865.00



Suave Midnight Loveseat

Item # 18167-0069

Midnight Suede
54"W x 36"D x 33"H

Advance Price	\$601.00
Standard Price	\$751.25



Suave Midnight Chair

Item # 18284-0151

Midnight Suede
32"W x 36"D x 33"H

Advance Price	\$451.00
Standard Price	\$563.75

GRAMMERCY

Modular Seating Collection



Grammercy Sofa

Item # 18228-0605

Charcoal Leather
82"W x 36"D x 36"H

Advance Price	\$880.00
Standard Price	\$1,100.00



Grammercy Loveseat

Item # 18167-0469

Charcoal Leather
57"W x 36"D x 36"H

Advance Price	\$767.00
Standard Price	\$958.75



Grammercy Chair

Item # 18284-0485

Charcoal Leather
28"W x 36"D x 36"H

Advance Price	\$490.00
Standard Price	\$612.50



Grammercy Corner

Item # 18066-0015

Charcoal Leather
36"Square x 36"H

Advance Price	\$564.00
Standard Price	\$705.00



Grammercy Round Ottoman

Item # 18184-0036

Charcoal Leather
46"Round x 17"H

Advance Price	\$407.00
Standard Price	\$508.75



Grammercy Square Ottoman

Item # 18184-0033

Charcoal Leather
40"Square x 17"H

Also Available in Bench Ottoman
60"W x 24"D x 17"H

Advance Price	\$407.00
Standard Price	\$508.75

PARMA



Parma Sofa
Item # 18228-0789
Brown Leather
79"W x 37"D x 36"H

Advance Price	\$790.00
Standard Price	\$987.50



Parma Loveseat
Item # 18167-0577
Brown Leather
56"W x 37"D x 36"H

Advance Price	\$760.50
Standard Price	\$950.75



Parma Chair
Item # 18284-0710
Brown Leather
33"W x 37"D x 36"H

Advance Price	\$594.00
Standard Price	\$742.50



Parma Bench Ottoman
Item # 18024-0061
Brown Leather
60"W x 24"D x 17"H

Advance Price	\$407.00
Standard Price	\$508.75

MONTANA MOCHA



Montana Mocha Sofa
Item # 18228-0784
Mocha Tan Fabric
79"W x 35"D x 34"H

Advance Price	\$743.60
Standard Price	\$929.50



Montana Mocha Loveseat
Item # 18167-0573
Mocha Tan Fabric
57"W x 35"D x 34"H

Advance Price	\$654.00
Standard Price	\$817.50



Montana Mocha Chair
Item # 18284-0704
Mocha Tan Fabric
35"Square x 34"H

Advance Price	\$504.50
Standard Price	\$630.75

MADISON



Madison Sofa

Item #18228-0823

Tan Fabric
86"W x 34"D x 34"H

Advance Price	\$920.00
Standard Price	\$1,150.00



Madison Chair

Item # 18284-0794

Tan Fabric
33"W x 34"D x 34"H

Advance Price	\$535.00
Standard Price	\$668.75



Madison Sky Bench

Item # 18184-0256

Teal Fabric
48"W x 24"D x 17"H

Advance Price	\$427.50
Standard Price	\$534.50



Madison Ottoman - Willow

Item # 18184-0252

Green Fabric
24"Square x 17"H

Advance Price	\$240.50
Standard Price	\$300.75



Madison Ottoman - Sand Dollar

Item #18184-0253

Tan Fabric
24"Square x 17"H

Advance Price	\$240.50
Standard Price	\$300.75



Madison Ottoman - Apricot

Item #18184-0254

Orange Fabric
24"Square x 17"H

Advance Price	\$240.50
Standard Price	\$300.75



Madison Ottoman - Sunflower

Item # 18184-0255

Yellow Fabric
24"Square x 17"H

Advance Price	\$240.50
Standard Price	\$300.75

CHANDLER



Chandler Sofa

Item # 18228-0795

Red Leather
76"W x 37"D x 35"H

Advance Price	\$790.00
Standard Price	\$987.50



Chandler Loveseat

Item # 18167-0581

Red Leather
53"W x 37"D x 35"H

Advance Price	\$760.50
Standard Price	\$950.75



Chandler Chair

Item # 18284-0717

Red Leather
31"W x 37"D x 35"H

Advance Price	\$594.00
Standard Price	\$742.50



Chandler Bench Ottoman

Item # 18024-0062

Red Leather
60"W x 24"D x 17"H

Advance Price	\$407.00
Standard Price	\$508.75

EVOKE



Evoke Sofa

Item # 13229-0007

Coffee Resin Frame with Tan Cushions
81"W x 35"D x 27"H

Advance Price	\$1,195.00
Standard Price	\$1,493.75



Evoke Chair

Item # 13041-0015

Coffee Resin Frame with Tan Cushions
33"W x 35"D x 27"H

Advance Price	\$640.00
Standard Price	\$800.00



Evoke Cocktail Table

Item # 13054-0011

Coffee Resin Frame
48"W x 24"D x 18"H

Advance Price	\$407.00
Standard Price	\$508.75

EVOKE



Evoke End Table

Item # 13110-0009
Coffee Resin Frame
24"W x 28"D x 25"H

Advance Price	\$361.50
Standard Price	\$452.00



Evoke Cube Table

Item # 13110-0008
Coffee Resin Frame
18"Square x 18"H

Advance Price	\$256.00
Standard Price	\$320.00

NIKO



Niko Sofa

Item # 18828-0858
Grey Microfiber
81"W x 30"D x 38"H

Advance Price	\$978.00
Standard Price	\$1222.50



Niko Loveseat

Item # 18167-0622
Grey Microfiber
58"W x 30"D x 38"H

Advance Price	\$895.00
Standard Price	\$1,118.75



Niko Chair

Item # 18284-0856
Grey Microfiber
31"W x 30"D x 38"H

Advance Price	\$745.00
Standard Price	\$931.25

STAGE CHAIRS

Advance Price	\$294.00
Standard Price	\$367.50



Midnight Stage Chair

Midnight Microfiber
25"W x 26"D x 37"H
Item # 18284-0478



Chamois Stage Chair

Beige Microfiber
25"W x 26"D x 37"H
Item # 18284-0477



Buckskin Stage Chair

Tan Microfiber
25"W x 26"D x 37"H
Item # 18284-0476

STAGE CHAIRS



Empire Chair

Item # 18284-0621 ■ Black Leather

Item # 18284-0564 □ White Leather

28"W x 32"D x 32"H

Advance Price	\$526.50
Standard Price	\$658.25



Tulip Chair

Item # 05035-0028

Black Fabric/Tilt Back/Caster Feet

27"W x 26"D x 35"H

Advance Price	\$317.25
Standard Price	\$396.50



Monarch Chair

Item # 18284-0785

Bright White Leather

28"Square x 30"H

Advance Price	\$601.25
Standard Price	\$751.50

OTTOMANS & BENCHES



Curved Bench

Item # 18184-0283

Continental White Leather

70"W x 26"D x 19"H

Advance Price	\$481.00
Standard Price	\$601.25



Square Ottoman

Item # 18184-0179 ■ Metro Black Leather

Item # 18184-0034 □ Whisper White Leather

Item # 18184-0033 ■ Grammercy Charcoal Leather

40"Square x 17"H

Advance Price	\$407.00
Standard Price	\$508.75



Bench Ottoman

Item # 18024-0008 ■ Metro Black Leather

Item # 18024-0003 □ Whisper White Leather

Item # 18024-0062 ■ Chandler Red Leather

Item # 18024-0002 ■ Grammercy Charcoal Leather

Item # 18024-0061 ■ Parma Brown Leather

60"W x 24"D x 17"H

Advance Price	\$407.00
Standard Price	\$508.75



Essentials Storage Ottoman

Item # 18184-0192

White Leather with
Locking Mechanism

48"W x 24"D x 20"H

Lock Not Included

Advance Price	\$564.25
Standard Price	\$705.25



Round Ottoman

Item # 18184-0036 ■ Grammercy Charcoal Leather

Item # 18184-0038 □ Whisper White Leather

46"Round x 17"H

Advance Price	\$407.00
Standard Price	\$508.75



1/4 Round Ottoman

Item # 18184-0028 ■ Grammercy Charcoal Leather

Item # 18184-0030 □ Whisper White Leather

34"W x 19"D x 17"H

Advance Price	\$286.00
Standard Price	\$357.50

OTTOMANS & BENCHES



Madison Sky Bench

Item # 18184-0256
Teal Fabric
48"W x 24"D x 17"H

Advance Price	\$427.50
Standard Price	\$534.50



Madison Ottoman
Willow
24" Square x 17"H
Item # 18184-0252



Madison Ottoman
Sand Dollar
24" Square x 17"H
Item # 18184-0253



Madison Ottoman
Apricot
24" Square x 17"H
Item # 18184-0254



Madison Ottoman
Sunflower
24" Square x 17"H
Item # 18184-0255

Advance Price	\$240.50
Standard Price	\$300.75

BANQUETTES



Essentials Banquette

Item # 18011-0011
White Leather
60"Round x 48"H (2 Pieces)

Advance Price	\$1,195.00
Standard Price	\$1,493.75



Whisper Banquette

Item # 18011-0001
White Leather
59"Round x 38"H (2 Pieces)

Advance Price	\$1,195.00
Standard Price	\$1,493.75



Grammercy Banquette

Item # 18011-0002
Charcoal Leather
59"Round x 38"H (2 Pieces)

Advance Price	\$1,195.00
Standard Price	\$1,493.75

TURNING BEDS



Essentials Turning Bed

Item # 02082-0033
White Leather
96"W x 48"D x 36"H

Advance Price	\$1,435.25
Standard Price	\$1,794.00

CUBE OTTOMANS



Blanc White Leather
17" Square x 17"H
Item # 18184-0274



Whisper White Leather
18" Square x 18"H
Item # 18184-0129



Metro Black Leather
18" Square x 18"H
Item # 18184-0128



Red Vinyl
18" Square x 18"H
Item # 18200-0001



Green Vinyl
18" Square x 18"H
Item # 18200-0002



Blue Vinyl
18" Square x 18"H
Item # 18200-0003



Purple Vinyl
18" Square x 18"H
Item # 18200-0004

Advance Price	\$160.00
Standard Price	\$200.00

CHARGED



Essentials Turning Bed - Charged

Item # 22100-0001

White Leather
96"W x 48"D x 25"H

*White slip cover available for black charging unit.
*Maximum of 1 bed per power source.

Advance Price	\$1,592.50
Standard Price	\$1,990.75



Boca Corner - Charged

Item # 22051-0001
Bright White Leather
27" Square x 30"H

*Maximum of 4 daisy linked together per power source.

Advance Price	\$601.00
Standard Price	\$751.25



Boca Chair - Charged

Item # 22050-0001
Bright White Leather
22"W x 27"D x 30"H

*Maximum of 4 daisy linked together per power source.

Advance Price	\$556.50
Standard Price	\$695.75



Aspen Bar Table - Charged

Item # 22001-0001

White / Brushed Steel
72"W x 26"D x 42"H

*Maximum of 1 table per power source.

Advance Price	\$932.00
Standard Price	\$1,165.00



Aspen Cocktail Table - Charged

Item # 22002-0002
White / Brushed Steel
48"W x 24"D x 18"H

*Maximum of 1 table per power source.

Advance Price	\$526.50
Standard Price	\$658.25



White Conference Table - Charged

Item # 22200-0001
White
96"W x 43"D x 30"H

*Maximum of 1 table per power source.

Advance Price	\$1,254.50
Standard Price	\$1,568.25

⚡ CHARGED



**Patrice Table Chair
-Charged**

Item # 18284-0861
Bright White Leather
28"W x 31"D x 31"H

*Maximum of 6 daisy linked together
per power source.

Advance Price	\$580.00
Standard Price	\$725.00



Lincoln Bench - Charged

Item # 22052-0001
Bright White Leather
59"W x 39"D x 17"H

*Maximum of 3 daisy linked together
per power source.

Advance Price	\$880.00
Standard Price	\$1,100.00

OCCASIONAL TABLES



Tribeca Tables

Item # 12107-0008 End Table Wood/Black
24"W x 28"D x 22"H

Advance Price	\$286.00
Standard Price	\$357.50

Item # 12230-0005 Console Table Wood/Black
48"W x 18"D x 30"H

Advance Price	\$317.25
Standard Price	\$396.50

Item # 12055-0008 Cocktail Table Wood/Black
48"W x 28"D x 19"H

Advance Price	\$300.25
Standard Price	\$375.25



Novel Tables

Item # 18024-0010 End Table Satin Steel
15"Square x 16"H

Advance Price	\$361.50
Standard Price	\$452.00

Item # 18024-0011 Cocktail Table Satin Steel
46"W x 15"D x 16"H

Advance Price	\$407.00
Standard Price	\$508.75

OCCASIONAL TABLES



Aria Tables Red

Item # 199-12304-05 End Table Red/
Brushed Steel
24"W x 20"D x 22"H

Advance Price	\$286.00
Standard Price	\$357.50

Item # 99-12050-05 Cocktail Table Red/
Brushed Steel
44"W x 20"D x 18"H

Advance Price	\$300.50
Standard Price	\$375.75



Aria Tables Green

Item # 99-12304-03 End Table Green/
Brushed Steel
24"W x 20"D x 22"H

Advance Price	\$286.00
Standard Price	\$357.50

Item # 99-12050-03 Cocktail Table Green/
Brushed Steel
44"W x 20"D x 18"H

Advance Price	\$300.50
Standard Price	\$375.75



Aria Tables Blue

Item # 99-12304-06 End Table Blue/Brushed Steel
24"W x 20"D x 22"H

Advance Price	\$286.00
Standard Price	\$357.50

Item # 99-12050-06 Cocktail Table Blue/Brushed Steel
44"W x 20"D x 18"H

Advance Price	\$300.50
Standard Price	\$375.75



Aria Tables Purple

Item # 99-12304-04 End Table Purple/
Brushed Steel
24"W x 20"D x 22"H

Advance Price	\$250.00
Standard Price	\$357.50

Item # 99-12050-04 Cocktail Table Purple/
Brushed Steel
44"W x 20"D x 18"H

Advance Price	\$300.50
Standard Price	\$375.75



Aria Tables White

Item # 99-12304-01 End Table White/
Brushed Steel
24"W x 20"D x 22"H

Advance Price	\$250.00
Standard Price	\$357.50

Item # 99-12305-01 Console Table White/
Brushed Steel
44"W x 20"D x 30"H

Advance Price	\$317.25
Standard Price	\$396.50

Item # 99-12050-01 Cocktail Table White/
Brushed Steel
44"W x 20"D x 18"H

Advance Price	\$300.50
Standard Price	\$375.75



Aria Tables Charcoal

Item # 99-12304-02 End Table Storm Grey/
Brushed Steel
24"W x 20"D x 22"H

Advance Price	\$250.00
Standard Price	\$357.50

Item # 99-12305-02 Console Table Storm Grey/
Brushed Steel
44"W x 20"D x 30"H

Advance Price	\$317.25
Standard Price	\$396.50

Item # 99-12050-02 Cocktail Table Storm Grey/
Brushed Steel
44"W x 20"D x 18"H

Advance Price	\$300.50
Standard Price	\$375.75



Fuze Tables

Item # 12107-0512 End Table Chrome/
Zebrawood Laminate
24"Square x 23"H

Advance Price	\$310.00
Standard Price	\$387.50

Item # 12230-0116 Console Table Chrome/
Zebrawood Laminate
60"W x 16"D x 34"H

Advance Price	\$377.00
Standard Price	\$471.25

Item # 12055-0453 Cocktail Table Chrome/
Zebrawood Laminate
40"Square x 16"H

Advance Price	\$347.00
Standard Price	\$433.75



London Tables

Item # 12107-0493 End Table Chrome/
Marble
24"Square x 23"H

Advance Price	\$310.00
Standard Price	\$387.50

Item # 12230-0110 Console Table Chrome/
Marble
60"W x 16"D x 34"H

Advance Price	\$377.00
Standard Price	\$471.25

Item # 12055-0428 Cocktail Table Chrome/
Marble
40"Square x 16"H

Advance Price	\$347.00
Standard Price	\$433.75



Brooklyn Tables

Item # 12107-0494 End Table Square - Chrome
22"Square x 20"H

Advance Price	\$264.00
Standard Price	\$330.00

Item # 12107-0495 End Table Round - Chrome
20"Round x 20"H

Advance Price	\$264.00
Standard Price	\$330.00

Item # 12055-0429 Cocktail Table Rectangle - Chrome
42"W x 24"D x 16"H

Advance Price	\$294.00
Standard Price	\$367.50

Item # 12055-0430 Cocktail Table Round - Chrome
30"Round x 16"H

Advance Price	\$294.00
Standard Price	\$367.50



Vivid Tables

Item # 12107-0282 End Table - Smoked Powder Coat Finish
26"Square x 21"H

Advance Price	\$286.00
Standard Price	\$357.50

Item # 12230-0081 Console Table - Smoked
Powder Coat Finish
50"W x 24"D x 30"H

Advance Price	\$317.25
Standard Price	\$396.50

Item # 12055-0273 Cocktail Table - Smoked
Powder Coat Finish
50"W x 24"D x 16"H

Advance Price	\$300.50
Standard Price	\$375.75



Club Tables

Item # 12107-0331 End Table
44"W x 22"D x 18"H

Advance Price	\$361.50
Standard Price	\$452.00

Item # 12055-0318 Cocktail Table
22"Square x 18"H
(Includes built in Wireless LED Lighting)

Advance Price	\$407.00
Standard Price	\$508.75



Rose Table

Item # 12003-0038
17"Round x 17"H

Advance Price	\$317.25
Standard Price	\$396.50

OCCASIONAL TABLES



Zanzibar Table

Item # 12003-0039
17"Square

Advance Price	\$317.25
Standard Price	\$396.50



Cube End Tables

Item # 12107-0296 ■ Black 24"

Item # 12107-0297 □ White 24"

24"Square x 21"H

Advance Price	\$293.80
Standard Price	\$367.25



Cube Cocktail Tables

Item # 12055-0285 ■ Black 24"

Item # 12055-0286 □ White 24"

24"Square x 16"H

Advance Price	\$286.00
Standard Price	\$357.50



**Phoebe Table
Yellow**

17" Round x 22"H
Item # 12003-0056



**Phoebe Table
Green**

17" Round x 22"H
Item # 12003-0052



**Phoebe Table
Rose**

17" Round x 22"H
Item # 12003-0053



**Phoebe Table
Gold**

17" Round x 22"H
Item # 12003-0051



**Phoebe Table
Teal**

17" Round x 22"H
Item # 12003-0074

Advance Price	\$190.00
Standard Price	\$237.50



Hylton Tablet Table

Item # 12107-0467

White/Brushed Steel
18"W x 12"D x 28"H

Advance Price	\$256.00
Standard Price	\$320.00

BARS & BAR BACKS



VIP Glow Bar 6'

Item # 05012-0076

Frosted Plexi with Built-in Wireless LED Kit

72"W x 24"D x 42"H(Bar)

13"D x 18"H (Shelf)

*Includes remote control

Advance Price	\$1,044.00
Standard Price	\$1,305.00



VIP Glow Bar 4'

Item # 05012-0075

Frosted Plexi with Built-in Wireless LED Kit

48"W x 24"D x 42"H(Bar)

13"D x 18"H (Shelf)

*Includes remote control

Advance Price	\$880.00
Standard Price	\$1,100.00



Bar

Item # 05012-0053

■ Black with 2 shelves in back

Item # 05012-0054

□ White with 2 shelves in back

48"W x 16"D x 42"H

Advance Price	\$481.00
Standard Price	\$601.25



Blox Bar Back

Item # 12112-0010

Walnut/Brushed Metal

30"W x 16"D x 86"H

Please Inquire About Shelf Dimensions

Advance Price	\$601.00
Standard Price	\$751.25



Piazza Bar Back

Item # 05001-0017 ■ Black

Item # 05001-0018 □ White

44"W x 12"D x 79"H

13"W x 14"H (Inside Shelf)

Advance Price	\$564.25
Standard Price	\$705.50

BAR STOOLS



Vienna Stool

- Item # 05237-0264 ■ Gray Acrylic
Item # 05237-0263 ■ Orange Acrylic
Item # 05237-0262 ■ Teal Acrylic

17"Square x 39"H

Advance Price	\$300.50
Standard Price	\$375.75



Criss Cross Bar Stool

- Item # 05237-0038 ■ Espresso Leather
Item # 05237-0039 □ White Leather

15"W x 19"D x 41"H

Advance Price	\$270.50
Standard Price	\$338.25



Colin Stool

- Item # 05237-0305
Natural Maple
20"W x 19"D x 46"H

Advance Price	\$226.25
Standard Price	\$283.00



■ Black

Item # 99-05237-01



□ White

Item # 99-05237-02



■ Blue

Item # 99-05237-06



■ Green

Item # 99-05237-03



■ Purple

Item # 99-05237-04



■ Red

Item # 99-05237-05

Silk Back Bar Stool
17"W x 18"D x 42"H

Advance Price	\$256.00
Standard Price	\$320.00



Euro Bar Stool

Item # 05237-0221

Black
22"W x 24"D x 42"H

Advance Price	\$256.00
Standard Price	\$320.00



Hourglass Bar Stool

- Item # 05237-0270 ■ Black
Item # 05237-0271 □ White

18"W x 20"D x 43"H

Advance Price	\$280.00
Standard Price	\$350.00



Equino Stool

- Item # 05237-0160 ■ Black
Item # 05237-0041 □ White

15"W x 13"D x 35"H

Advance Price	\$280.00
Standard Price	\$350.00

BAR STOOLS



Clara Stool
Item # 05237-0298
White
17"W x 21"D x 41"H

Advance Price	\$270.50
Standard Price	\$338.25



Marcus Bar Stool
Item # 05237-0215
Steel
17"Square (at footbase) x 29"H

Advance Price	\$204.00
Standard Price	\$255.00



Regal Stool
Item # 05237-0156
Brown Leather
19"W x 24"D x 45"H

Advance Price	\$280.00
Standard Price	\$350.00



Caprice Stool
Item # 05237-0169
Black Fabric
25"W x 26"D x 44"H

Advance Price	\$280.00
Standard Price	\$350.00



Sonic Stool
Item # 05237-0042
Black
22"W x 23"D x 42"H

Advance Price	\$226.25
Standard Price	\$283.00



Nexus Stool
Item # 05237-0300
White
19"W x 20"D x 44"H

Advance Price	\$234.00
Standard Price	\$292.50

CAFE CHAIRS



Vienna Chair

- Item # 05035-0032 ■ Gray Acrylic
Item # 05035-0031 ■ Orange Acrylic
Item # 05035-0030 ■ Teal Acrylic
21"Square x 32"H

Advance Price	\$190.00
Standard Price	\$237.50



Silk Back Chair

- Item # 99-05035-10 ■ Black
Item # 99-05035-11 ■ White
Item # 99-05035-15 ■ Blue
Green ■ Item # 99-05035-12
Purple ■ Item # 99-05035-13
Red ■ Item # 99-05035-14
17"W x 18"D x 34"H

Advance Price	\$160.00
Standard Price	\$200.00

CAFE CHAIRS



Clara Chair

Item # 05035-0051
White
18"W x 21"D x 34"H

Advance Price	\$181.00
Standard Price	\$226.25



Leslie Chair

Item # 05035-0008
White
17"W x 21"D x 31"H

Advance Price	\$143.00
Standard Price	\$178.75



Criss Cross Chair

Item # 05035-0010 ■ Espresso Leather
Item # 05035-0011 □ White Leather
17"W x 21"D x 35"H

Advance Price	\$181.00
Standard Price	\$226.25



Elio Chair

Item # 05035-0023
Steel
17"Square x 33"H

Advance Price	\$160.00
Standard Price	\$200.00



Caprice Chair

Item # 14233-0025
Black
25"W x 24"D x 32"H

Advance Price	\$160.00
Standard Price	\$200.00



Comet Chair (Black)

Item # 14233-0005
23"W x 22"D x 32"H (With Arms)
Item # 14233-0006
19"W x 22"D x 32"H (Without Arms)

Advance Price	\$220.00
Standard Price	\$275.00



Regal Dining Chair

Item # 05221-0039
Brown Leather
19"W x 23"D x 38"H

Advance Price	\$226.25
Standard Price	\$283.00



Sonic Chair

Item # 14233-0016
Black
20"W x 21"D x 32"H

Advance Price	\$160.00
Standard Price	\$200.00



Nexus Chair

Item # 05035-0050
White
19"W x 22"D x 32"H

Advance Price	\$190.00
Standard Price	\$237.50

CAFE CHAIRS



ColinChair

Item # 05035-0052

Natural Maple
22"W x 19"D x 33"H

Advance Price	\$160.00
Standard Price	\$200.00

BAR TABLES



Euro Bar Table

Item # 99-05245-01 Black/Black 30"
30"Round x 42"H

Advance Price	\$286.00
Standard Price	\$357.50

Item # 99-05245-02 Black/Black 36"
36"Round x 42"H

Advance Price	\$294.00
Standard Price	\$367.50



Silk Bar Table

Item # 99-05245-04 Black/Chrome 30"
30"Round x 42"H

Advance Price	\$286.00
Standard Price	\$357.50

Item # 99-05245-05 Black/Chrome 36"
36"Round x 42"H

Advance Price	\$294.00
Standard Price	\$367.50



City Bar Table

Item # 99-05245-14 Maple/Black 30"
30"Round x 42"H

Advance Price	\$286.00
Standard Price	\$357.50

Item # 99-05245-15 Maple/Black 36"
36"Round x 42"H

Advance Price	\$294.00
Standard Price	\$367.50



Park Ave Bar Table

Item # 99-05245-07 Maple/Chrome 30"
30"Round x 42"H

Advance Price	\$286.00
Standard Price	\$357.50

Item # 99-05245-08 Maple/Chrome 36"
36"Round x 42"H

Advance Price	\$294.00
Standard Price	\$367.50



Summit Bar Table

Item # 99-05245-16 White/Black 30"
30"Round x 42"H

Advance Price	\$286.00
Standard Price	\$357.50

Item # 99-05245-17 White/Black 36"
36"Round x 42"H

Advance Price	\$294.00
Standard Price	\$367.50



Blanco Round Bar Table

Item # 99-05245-10 White/Chrome 30"
30"Round x 42"H

Advance Price	\$286.00
Standard Price	\$357.50

Item # 99-05245-11 White/Chrome 36"
36"Round x 42"H

Advance Price	\$294.00
Standard Price	\$367.50

BAR TABLES



Fuze Bar Table
Item # 99-05245-22
Zebrawood Laminate/Chrome
36"Square x 42"H

Advance Price	\$323.75
Standard Price	\$404.75



Blanco Square Bar Table
Item # 99-05245-12
White/Chrome
24"Square x 42"H

Advance Price	\$286.00
Standard Price	\$357.50



Blanco Rectangle Bar Table
Item # 99-05245-13
White/Chrome
72"W x 24"D x 42"H

Advance Price	\$443.50
Standard Price	\$554.50



Spectrum Bar Table Red
Item # 99-05245-20
Red/Chrome
24"Square x 42"H

Advance Price	\$310.00
Standard Price	\$387.50



Spectrum Bar Table Blue
Item # 99-05245-21
Blue/Chrome
24"Square x 42"H

Advance Price	\$310.00
Standard Price	\$387.50



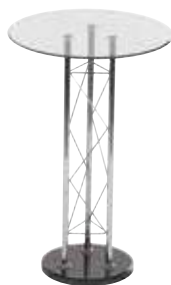
Spectrum Bar Table Purple
Item # 99-05245-18
Purple/Chrome
24"Square x 42"H

Advance Price	\$310.00
Standard Price	\$387.50



Spectrum Bar Table Green
Item # 99-05245-19
24"Square x 42"H
Green/Chrome

Advance Price	\$310.00
Standard Price	\$387.50



Chardonnay Bar Table
Item # 05012-0002
31"Round x 42"H
Clear Glass/Chrome

Advance Price	\$407.00
Standard Price	\$508.75



Zinc Bar Table
Item # 05202-0049
24"Round x 42"H
Chrome

Advance Price	\$429.00
Standard Price	\$536.25

BAR TABLES



Aspen Bar Table

Item # 05204-0001
White/Brushed Steel
72"W x 26"D x 42"H

Advance Price	\$797.00
Standard Price	\$996.25

CAFÉ TABLES



Euro Café Table

Item # 99-05036-01 Black/Black 30"
30"Round x 30"H

Advance Price	\$286.00
Standard Price	\$357.50

Item # 99-05036-02 Black/Black 36"
36"Round x 30"H

Advance Price	\$294.00
Standard Price	\$367.50



Silk Café Table

Item # 99-05036-04 Black/Chrome 30"
30"Round x 30"H

Advance Price	\$286.00
Standard Price	\$357.50

Item # 99-05036-05 Black/Chrome 36"
36"Round x 30"H

Advance Price	\$294.00
Standard Price	\$367.50



Park Ave Café Table

Item # 99-05036-07 Maple/Chrome 30"
30"Round x 30"H

Advance Price	\$286.00
Standard Price	\$357.50

Item # 99-05036-08 Maple/Chrome 36"
36"Round x 30"H

Advance Price	\$294.00
Standard Price	\$367.50



City Café Table

Item # 99-05036-14 Maple/Black 30"
30"Round x 30"H

Advance Price	\$286.00
Standard Price	\$357.50

Item # 99-05036-15 Maple/Black 36"
36"Round x 30"H

Advance Price	\$294.00
Standard Price	\$367.50



Summit Café Table

Item # 99-05036-16 White/Black 30"
30"Round x 30"H

Advance Price	\$286.00
Standard Price	\$357.50

Item # 99-05036-17 White/Black 36"
36"Round x 30"H

Advance Price	\$294.00
Standard Price	\$367.50



Blanco Café Table

Item # 99-05036-10 White/Chrome 30"
30"Round x 30"H

Advance Price	\$286.00
Standard Price	\$357.50

Item # 99-05036-11 White/Chrome 36"
36"Round x 30"H

Advance Price	\$294.00
Standard Price	\$367.50

CAFÉ TABLES



Fuze Café Table
Item # 99-05036-22
Zebrawood Laminate/Chrome
36"Square x 30"H

Advance Price	\$323.75
Standard Price	\$404.75



Blanco Square Café Table
Item # 99-05036-12
White/Chrome Rectangle
24"Square x 30"H

Advance Price	\$286.00
Standard Price	\$357.50



Blanco Rectangle Café Table
Item # 99-05036-13
White/Chrome Rectangle
72"W x 24"D x 30"H

Advance Price	\$443.50
Standard Price	\$554.50



Spectrum Café Table Red
Item # 99-05036-20
Red/Chrome
24"Square x 30"H

Advance Price	\$310.00
Standard Price	\$387.50



Spectrum Café Table Blue
Item # 99-05036-21
Blue/Chrome
24"Square x 30"H

Advance Price	\$310.00
Standard Price	\$387.50



Spectrum Café Table Purple
Item # 99-05036-18
Purple/Chrome
24"Square x 30"H

Advance Price	\$310.00
Standard Price	\$387.50



Spectrum Café Table Green
Item # 99-05036-19
Green/Chrome
24"Square x 30"H

Advance Price	\$310.00
Standard Price	\$387.50



Aspen Dining Table
Item # 05090-0001
White/Brushed Steel
72"W x 30"D x 30"H

Advance Price	\$684.00
Standard Price	\$855.00



Brio Dining Table
Item # 05088-0505
Reclaimed Grey Stone Finish/Brushed Bronze
96"W x 48"D x 30"H

Advance Price	\$918.00
Standard Price	\$1,147.50

OFFICE SEATING



Tamiri High Back Chair

Item # 14136-0002
Black Leather
25"W x 27"D x 45"H

Advance Price	\$361.50
Standard Price	\$452.00



Tamiri Mid Back Chair

Item # 14176-0007
Black Leather
25"W x 27"D x 39"H

Advance Price	\$317.25
Standard Price	\$396.50



Tamiri Guest Chair

Item # 14128-0002
Black Leather
25"W x 27"D x 37"H

Advance Price	\$294.00
Standard Price	\$367.50



Accord Chair

Item # 14136-0081 ■ Black
Item # 14136-0010 □ White
25"Square x 44"H

Advance Price	\$451.00
Standard Price	\$563.75



Goal Task Chair

Item # 14250-0013
Black
25"W x 24"D x 39"H

Advance Price	\$240.50
Standard Price	\$300.75



Goal Task Chair Armless

Item # 14250-0014
Black
21"W x 24"D x 39"H

Advance Price	\$219.75
Standard Price	\$274.75

OFFICE SEATING



**Enterprise High Back
Conference Chair**

Item # 14136-0080
Black Fabric
25"W x 27"D x 45"H

Advance Price	\$317.25
Standard Price	\$396.50



**Enterprise Mid Back
Conference Chair**

Item # 14176-0046
Black Fabric
24"W x 26"D x 39"H

Advance Price	\$294.00
Standard Price	\$367.50



Enterprise Guest Chair

Item # 14128-0096
Black Fabric
25"W x 27"D x 37"H

Advance Price	\$270.50
Standard Price	\$338.25



Goal Drafting Stool

Item # 14307-0003
Black
25"W x 24"D x 48"H

Advance Price	\$256.00
Standard Price	\$320.00



Goal Drafting Stool Armless

Item # 14307-0004
Black
21"W x 24"D x 48"H

Advance Price	\$240.50
Standard Price	\$300.75

CONFERENCE TABLES



Conference Table Round

Item # 14062-0105 ■ Black
Item # 14062-0106 ■ Mahogany

42"Round x 29"H

Advance Price	\$399.00
Standard Price	\$498.75



6' Conference Table Rectangle

72"W x 36"D x 30"H

Item # 14062-0224 ■ Black 6'
Item # 14062-0220 ■ Mahogany 6'
Item # 14062-0281 □ White 6'

Advance Price	\$714.00
Standard Price	\$892.50

8' Conference Table Rectangle

96"W x 48"D x 30"H

Item # 14062-0225 ■ Black 8'
Item # 14062-0226 ■ Mahogany 8'
Item # 14062-0282 □ White 8'

Advance Price	\$767.00
Standard Price	\$958.75

OFFICE FURNITURE



Computer Kiosk

Item # 14309-0001 ■ Black

Item # 14179-0005 □ White

24"Square x 42"H

Advance Price	\$586.50
Standard Price	\$733.25



Black Credenza

Item # 14072-0108

Black

60"W x 20"D x 29"H

Advance Price	\$526.50
Standard Price	\$658.25



Black Double Pedestal Desk

Item # 14083-0105

Black

60"W x 30"D x 29"H

Advance Price	\$600.50
Standard Price	\$750.75



5 Shelf Bookcase

Item # 14029-0098 ■ Black

Item # 14029-0091 ■ Mahogany

36"W x 12"D x 72"H

Advance Price	\$564.25
Standard Price	\$705.50



Genoa Kneespace Credenza

Item # 14072-0039

Mahogany 2 Filing Cabinets/2-Drawers

66"W x 20"D x 29"H

Advance Price	\$526.50
Standard Price	\$658.25



Genoa Executive Desk

Item # 14083-0117

Mahogany Double Pedestal-Locking Drawers

72"W x 36"D x 29"H

Advance Price	\$624.00
Standard Price	\$780.00



2-Drawers-Inside Shelves

66"W x 20"D x 29"H

Genoa Storage Credenza

Item # 14072-0038

Mahogany 2 Filing Cabinets

Advance Price	\$526.50
Standard Price	\$658.25

OFFICE FURNITURE



Vivid Café Table Square

Item # 05088-0365

Clear Glass/Smoked Powder Coat Finish
42"Square x 30"H

Advance Price	\$490.00
Standard Price	\$612.50



Vivid Café Table Rectangle

Item # 05088-0364

Clear Glass/Smoked Powder Coat Finish
60"W x 36"D x 30"H

Advance Price	\$564.25
Standard Price	\$705.50



Brooklyn Rectangle Dining Table

Item # 05088-0498

Clear Glass/Chrome
60"W x 36"D x 30"H

Advance Price	\$586.50
Standard Price	\$733.25



Brooklyn Round Dining Table

Item # 05088-0499

Clear Glass/Chrome
42"Round x 30"H

Advance Price	\$460.25
Standard Price	\$575.50



Aspen Dining Table

Item # 05090-0001

White/Brushed Steel
72"W x 30"D x 30"H

Advance Price	\$684.00
Standard Price	\$855.00



Brio Dining Table

Item # 05088-0505

Reclaimed Grey Stone Finish/Brushed Bronze
96"W x 48"D x 30"H

Advance Price	\$918.00
Standard Price	\$1,147.50

METAL FILE & STORAGE CABINETS



2-Drawer File

Item # 14148-0001 Black Letter
15"W x 25"D x 29"H

Advance Price	\$196.25
Standard Price	\$245.50

Item # 14147-0001 Black Legal
18"W x 25"D x 29"H

Advance Price	\$256.00
Standard Price	\$320.00



4-Drawer File

Item # 14148-0002 Black Letter
15"W x 25"D x 52"H

Advance Price	\$264.00
Standard Price	\$330.00

Item # 14147-0002 Black Legal
18"W x 25"D x 52"H

Advance Price	\$294.00
Standard Price	\$367.50



2-Drawer Lateral File

Item # 14143-0006 Black (Pictured)
36"W x 18"D x 27"H

Advance Price	\$264.00
Standard Price	\$330.00

Item # 14143-0144 Black (Not Pictured)
36"W x 20"D x 29"H

Advance Price	\$269.00
Standard Price	\$336.25



4-Drawer Lateral File

Item # 14143-0008
Black
36"W x 18"D x 54"H

Advance Price	\$323.75
Standard Price	\$404.75



Storage Cabinet

Item # 14034-0015
Black
36"W x 18"D x 72"H

Advance Price	\$323.75
Standard Price	\$404.75

PEDESTALS



Display Pedestals 42"

Item # 12091-0023 ■ Black
14"Square x 42"H

Advance Price	\$391.25
Standard Price	\$489.00

Item # 12091-0004 ■ Black
24"Square x 42"H

Advance Price	\$474.50
Standard Price	\$593.25

Item # 12091-0002 ■ Black
18"Square x 42"H

Advance Price	\$436.75
Standard Price	\$546.00

Item # 12091-0030 □ White
14"Square x 42"H

Advance Price	\$391.25
Standard Price	\$489.00



Display Pedestals 36"

Item # 12091-0024 ■ Black
14"Square x 36"H

Advance Price	\$331.50
Standard Price	\$414.50

Item # 12091-0034 ■ Black
24"Square x 36"H

Advance Price	\$474.50
Standard Price	\$593.25

Item # 12091-0031 □ White
14"Square x 36"H

Advance Price	\$331.50
Standard Price	\$414.59

Item # 12091-0033 □ White
24"Square x 36"H

Advance Price	\$474.50
Standard Price	\$593.25



Display Pedestals 30"

Item # 12091-0025 ■ Black
14"Square x 30"H

Advance Price	\$310.00
Standard Price	\$387.50

Item # 12091-0003 ■ Black
24"Square x 30"H

Advance Price	\$451.00
Standard Price	\$563.75

Item # 12091-0001 ■ Black
18"Square x 30"H

Advance Price	\$393.75
Standard Price	\$492.25

Item # 12091-0032 □ White
14"Square x 30"H

Advance Price	\$310.00
Standard Price	\$387.50



Locking Pedestal

Item # 14309-0001 ■ Black

Item # 14179-0005 □ White
24"Square x 42"H

Advance Price	\$586.50
Standard Price	\$733.25



Fuze Pedestal

Item # 12091-0055
Zebra wood Laminate/Chrome
16"Square x 44"H

Advance Price	\$325.00
Standard Price	\$406.25



London Pedestal

Item # 12091-0043
Marble/Chrome
16"Square x 44"H

Advance Price	\$325.00
Standard Price	\$406.25

MISCELLANEOUS ITEMS



Stanchion

Item # 14189-0066
Chrome
41"H

Advance Price	\$98.00
Standard Price	\$122.50

Stanchion Rope

Item # 11526-0001
Red Velour
6'L

Advance Price	\$50.00
Standard Price	\$62.50



Nero Literature Rack

Item # 14308-0009
Black
15"W x 12"D x 54"H

Advance Price	\$220.00
Standard Price	\$275.00



Argento Literature Rack

Item # 14308-0010
Aluminum
15"W x 12"D x 54"H

Advance Price	\$220.00
Standard Price	\$275.00



Alto Literature Rack

Item # 14308-0005
Black/Metal
11"W x 10"D x 57"H

Advance Price	\$226.25
Standard Price	\$283.00



Compact Refrigerator

Item # 01209-0003
Black 4 Cu Ft
21"W x 22"D x 32"H

Advance Price	\$407.00
Standard Price	\$508.75

LIGHTING



Brushed Steel Lamps

Item # 09417-0001 Table Lamp White/Steel
26"H

Advance Price	\$160.00
Standard Price	\$200.00

Item # 09392-0001 Floor Lamp White/Steel
66"H

Advance Price	\$220.00
Standard Price	\$275.00



Brushed Nickel Lamps

Item # 09417-0001 Table Lamp White/Nickel
29"H

Advance Price	\$160.00
Standard Price	\$200.00

Item # 09392-0001 Floor Lamp White/Nickel
60"H

Advance Price	\$220.00
Standard Price	\$275.00



Rubbed Bronze Lamps

Item # 09417-0001 Table Lamp White/Bronze
28"H

Advance Price	\$160.00
Standard Price	\$200.00

Item # 09392-0001 Floor Lamp White/Bronze
60"H

Advance Price	\$220.00
Standard Price	\$275.00



Neutrino Floor Lamp

Item # 09392-0001
Steel
67"H

Advance Price	\$204.00
Standard Price	\$255.00

DESIGN YOUR BOOTH SPACE

YOUR WAY



10x20 Booth Footprint

Boca Chair - Charged • Brooklyn Round Cocktail Table • Phoebe Table - Lime Green
Aspen Bar Table - Charged • Silk Back Stool - Green



10x10 Booth Footprint

Madison Chair • Madison Bench - Apricot
Phoebe Table - Hazelnut • Blox Bar Back



10x10 Booth Footprint

Patrice Tablet Chair - Charged • Brooklyn Round End Table
Equino Stool - Black • Chardonnay Bar Table



20x20 Booth Footprint

Grammercy Loveseats • Grammercy Corner • Brooklyn Round Cocktail Table • Monarch Chairs • Brooklyn Round End Table
Piazza Bar Back - Espresso • Silk Back Stools - Black • Aspen Bar Tables - Charged • 6' VIP Bar



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 3 days prior to delivery.
- All show site orders are subject to a 30% Late Fee.

Sub Total	
7 % Sales Tax	
Total Due	

Please fax order to **305-751-1298** or email order to **info@expocci.com** along with your Payment Policy form.

Thank you for your order!

Company Name:	Booth #:
Contact Name:	Phone:
Email:	Mobile #:



AUDIO VISUAL EQUIPMENT RENTAL GUIDE

doubletreemiamiairport.com

POPULAR PACKAGES

Flipchart Package

Includes Easel, Pad & Pens \$65.00

Self-Adhesive Pad \$85.00

Meeting Room Support Package

Includes room-appropriate Tripod Screen, Skirted Stand and Power \$185.00

Ballroom Support Package

Includes 16:9 aspect ratio Frame Screen, Skirted Stand and Power Strip.

Package above, with 6'9" x 12' Frame Screen \$310.00*

Package above, with 7'11" x 14' Frame Screen \$400.00*

Black Velour Side Drape (per foot) \$18.00*

VIDEO/DATA PACKAGES

Meeting Room Projection Package

Includes 3000 Lumen LCD Projector, room-appropriate Tripod Screen \$450.00

HD Breakout Projection Package

Includes 4000 Lumen LCD Projector, room-appropriate Tripod Screen \$650.00

HD Meeting Room Projection Package

Includes 5000 Lumen LCD Projector, room-appropriate Tripod Screen \$1000.00*

Ballroom HD Meeting Projection Package

Includes 6000 Lumen HD LCD Projector, Fast Fold Screen w/ Drape Kit \$1800.00*

Flat Screen Package

Includes 60" HD Flat Panel Monitor, Stand, Cable \$600.00

AUDIO PACKAGES

2 Speaker Sound System

Includes (2) Speakers and Mixer \$300.00

4 Speaker Sound System

Includes (4) Speakers, Stands, Mixer and PC Audio Patch \$450.00*

Add Wireless Handheld/Lavaliere Microphone \$185.00

Conference Phone \$170.00

LIGHTING PACKAGES

Small Lighting Package

Includes (4) Leko Lights, Light Tree, Dimmer, 12-Channel Controller Board \$600.00

LED Lighting (per fixture) \$100.00

More extensive lighting design available, please Inquire.

LABOR RATES

AVMS will charge labor to set, test and remove in quarter hour increments for all equipment rented. Specialized operators such as video engineers, audio engineers, and projectionist will be quoted on an individual basis with a five hour minimum. The following rates will apply:

6am-12am \$85.00

12am-6am \$127.50

Holidays \$170.00

Pre-Production Services Package

Including diagrams, rigging grids and renderings (per hour, five hour minimum) \$150.00

Pricing valid through April 15, 2017.

A variety of audio visual products are available for your event. This list represents only a portion of our most popular equipment and services. When guests require assistance setting their own equipment, AVMS will charge labor at published rates with a two hour minimum. Service charges are applied for the availability of audio visual staff and are calculated on the sub total of all audio visual charges.

All rates are subject to an optional 5% loss damage waiver.

*Requires more than two hours to complete will be billed at the published rate with a two-hour minimum.

All cancellations within 24 hours of event are subject to full charges.

rev.0317



711 NW 72nd Avenue
Miami FL 33126
t: 305.261.3800

www.avms.com

AUDIO VISUAL SERVICES PROVIDED BY



AVMS believes in protecting the environment by minimizing the ecological impact of operations wherever possible through conservation of fuel, natural resources and reduction of waste. All facilities use recycled and post-consumer paper products, practice responsible technology recycling and strive to meet or exceed the environmental policies of our hotel partners.



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
<u>ELECTRICAL OUTLETS (120V, 60CY)</u>						
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	\$ -
<u>120 VOLTS, SINGLE PHASE</u>						
SPIDER BOX HOOKUP, 30 AMPS		\$120	\$ -		\$175	\$ -
SPIDER BOX HOOKUP, 60 AMPS		\$160	\$ -		\$235	\$ -
SPIDER BOX HOOKUP, 100 AMPS		\$310	\$ -		\$460	\$ -
<u>120 VOLTS, SINGLE PHASE</u>						
20 AMPS		\$160	\$ -		\$235	\$ -
30 AMPS		\$170	\$ -		\$250	\$ -
50 AMPS		\$190	\$ -		\$280	\$ -
100 AMPS		\$285	\$ -		\$422.50	\$ -
150 AMPS		\$360	\$ -		\$535	\$ -
<u>208 VOLTS, THREE PHASE</u>						
20 AMPS		\$160	\$ -		\$235	\$ -
40 AMPS		\$185	\$ -		\$272.50	\$ -
60 AMPS		\$200	\$ -		\$295	\$ -
100 AMPS		\$310	\$ -		\$460	\$ -
150 AMPS		\$460	\$ -		\$685	\$ -
<u>LIGHTING EQUIPMENT (includes current consumption)</u>						
500 WATT FLOOD ON POLE		\$80	\$ -		\$115	\$ -
			\$ -			\$ -
			\$ -			\$ -
<u>MATERIAL (electric not included)</u>						
EXTENSION CORD		\$35	\$ -		\$35	\$ -
MULTI-OUTLET POWER STRIP		\$30	\$ -		\$30	\$ -
<u>LABOR</u> (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 Airport Convention Center

**** 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.

Sub Total	\$ -
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



InBusiness Connections
 587 W Eau Gallie Blvd
 Suite 104
 Melbourne, FL 32935
 Phone: (305) 967-6638
 Email:
accounting@nconnections.com

Hardwire Connections	
Hardwire Connection Bandwidth 3Mb x 1Mb **2 week reservation <hr/> Mb Bandwidth Upgrade Discount \$50 / Mb 1Mb to 20Mb Increase \$40 / Mb 21Mb to 50Mb Increase \$25 / Mb 51Mb+ Increase	\$250 daily access fee \$325 daily access fee - floor price \$100 Setup fee (waived with two+ days of service) Options: \$50 / Mb / day for bandwidth increase \$20 / device / day for local hardline \$50 / day for Local / Limited Wireless Service \$50 / day for Public IP
Wireless Connections	
<p>Due to external factors, including the nature of public wireless internet and each computer's operating system/configuration, InBusiness only recommends wireless connections for casual Internet browsing and checking e-mails. If the reason for connecting to the Internet is for business related purposes, or event critical activities, for example - processing orders, processing credit card payments, web-based presentations, etc., InBusiness strongly recommends a hardwire connection. A wireless connection may not provide the consistency necessary for conducting online business. InBusiness Connections does not accept responsibility for wireless performance.</p>	
<u>Basic Wireless – Casual Use ONLY</u> Bandwidth Allocation 1Mb x 512Kb Peak (On Shared Public Network)	Individual WiFi available online with credit card (\$12.95 / day – No Setup Fee) Group Bundles (No Setup Fee / No Customization) <ul style="list-style-type: none"> • 10 Pack \$90 / day flat fee • 20 Pack \$160 / day flat fee
Advance Wireless Services Setup and Fees	Applies to All Custom Plans <ul style="list-style-type: none"> • \$30 Advance Setup (3 day notice) / \$50 Floor / \$25 per Modification • Bandwidth Upgrade \$5 per Mb / per device / per day • Maximum Individual WiFi Bandwidth 4Mb x 4Mb
<u>Custom Group Service</u> Bandwidth Allocation 1Mb x 512Kb Peak (On Shared Public Network)	Recommended Use - Light internet browsing and checking emails. Specifically designed for individual usage while attending an event, where usage is not critical to the event. Groups requiring setup (SSID, bandwidth, VPN, etc.) <ul style="list-style-type: none"> • Up to 99 Devices \$9 per day/per device • 100+ Devices \$7 per day/per device • 500+ Devices \$6 per day/per device
<u>Business Class</u> Bandwidth Allocation 2Mb x 1Mb Peak (On Shared Public Network)	Recommended Use – Group services with light browsing of session activities such as basic web training. \$15 / day / device. Discounts available for groups larger than 50.
<u>Commercial Class</u> Bandwidth Allocation 3Mb x 3Mb Peak (With Priority Queuing)	Recommended Use - Streaming limited audio/video sources, higher demand applications, or web-based materials. \$25 / day / device.