



ASH

60th Annual Meeting & Exposition  
San Diego, CA • December 1-4, 2018



Thank you for choosing to exhibit at the 60th ASH Annual Meeting and Exposition. The 60th ASH Annual Meeting and Exposition will be held at the San Diego Convention Center in San Diego, California, on December 1-4, 2018. The exhibits will be open on December 1-3, 2018.

This Exhibitor Service Manual provides you with all of the information that an exhibitor needs to have a successful annual meeting – from forms for ordering carpet, furniture, electricity, and telecommunications, to important information with regards to registration, housing, and support opportunities. It also includes information on available discounts if services are ordered by the earlier deadline date. This helps you to save money and for everyone to better plan equipment needs and labor schedules – all resulting in a smooth operation and successful experience.

If you have any questions, please feel free to contact us at 703-631-6200 or [ashexhibits@spargoinc.com](mailto:ashexhibits@spargoinc.com). As always, we appreciate your support and look forward to a very successful meeting in San Diego.

Sincerely,

Eileen McGill, CEM  
Manager, Exposition Operations

Stephanie Houck, CEM  
Senior Director, Exposition Operations

SPARGO, Inc.  
Phone: +1-703-631-6200 or 800-564-4220  
Email: [ashexhibits@spargoinc.com](mailto:ashexhibits@spargoinc.com)

## EASY IS NICE, ON ANY DEVICE.

FreemanOnline® provides you with all the right tools to ensure a seamless execution at show site, from move-in to move-out. With an enhanced FreemanOnline, we are making it easier than ever for you to get what you want to have a great event:

- Access important show information
- Track freight
- Receive notifications
- Receive assistance through Concierge Services while at show site
- Order Freeman products and services pre-show, during move-in and while the show is open
- Expedite the move-out process
- Access invoices after the show

## SERVICE INFORMATION

### BOOTH EQUIPMENT

Each 10' x 10' booth will be set with 8' high red, black, and white back drape and 3' high black side dividers. Booths 300 sq. ft. or less will receive a one-line identification sign. Booths larger than 300 sq. ft. may receive a one-line identification sign upon request.

**Please note: The top of hanging signs may not exceed the 20' height limitation specified in the ASH Rules and Regulations.**

Please note that electrical service is not included with your booth equipment but to accommodate possible power requirements, electrical outlets will be installed in every inline booth. An audit will be conducted by electricians and on-site charges will apply if the electrical service is utilized without an order on file.

### EXHIBIT HALL CARPET

The exhibit area is NOT carpeted; however, the aisles will be carpeted in red pepper. **Please note: Booth Carpet / Approved floor covering is required by ASH Exhibits Management, at the exhibitor's expense.** Please refer to the Carpet Brochure and Order Form located in this manual.

### DISCOUNT PRICE DEADLINE DATE

**Order early to take advantage of advance order discount rates, place your order by November 14, 2018.**

## SHOW SCHEDULE

### EXHIBITOR MOVE-IN

For more information and helpful hints on pre-show procedures and move-in, please go to <http://www.freeman.com/PreShowFAQ>

Wednesday	November 28, 2018	8:00 AM	-	4:30 PM	Targeted Move-In
Thursday	November 29, 2018	8:00 AM	-	12:00 PM	Targeted Move-In
Thursday	November 29, 2018	12:00 PM	-	4:30 PM	
Friday	November 30, 2018	8:00 AM	-	4:30 PM	

### EXHIBIT HOURS

Saturday	December 01, 2018	11:00 AM	-	5:00 PM
Sunday	December 02, 2018	10:00 AM	-	5:00 PM
Monday	December 03, 2018	10:00 AM	-	2:00 PM

### EXHIBITOR MOVE-OUT

For more information and helpful hints on post-show procedures and move-out, please go to <http://www.freeman.com/PostShowFAQ>

Monday	December 03, 2018	2:00 PM	-	8:00 PM
Tuesday	December 04, 2018	8:00 AM	-	4:30 PM

**We will begin returning empty containers at the close of the show.**

**DISMANTLE AND MOVE-OUT INFORMATION**

All exhibitor materials must be removed from the exhibit facility by **Tuesday, December 04, 2018 at 4:30 PM.**

To ensure all exhibitor materials are removed from the exhibit facility by the Exhibitor Move-Out deadline please have all carriers check-in by **Tuesday, December 04, 2018 at 8:00 AM.**

**POST SHOW PAPERWORK AND LABELS**

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

**EXCESSIVE TRASH AND BOOTH ABANDONMENT**

Any excessive trash which consists of display materials, carpet, padding, crates and/or pallets will be disposed of and charged both a handling fee and disposal fee during move-in. Excessive booth materials and/or literature left in the booth at the end of the published exhibitor move-out that is not labeled for an outbound shipment will be considered abandoned and deemed as trash. The exhibitor will be charged for the removal and disposal of these items. Charges may include Installation & Dismantle Labor, Forklift/Rigging Labor, and/or Dumpster Fee. Please call our Exhibitor Services Department at (714) 254-3410 for a quote.

**SHIPPING INFORMATION**

Please do not ship perishable material to the Freeman Advance Warehouse. Freeman does not provide temperature-controlled storage or shipping services from the Advance Warehouse.

**Warehouse Shipping Address:**

Exhibiting Company Name / Booth #  
**60TH ASH ANNUAL MEETING & EXPOSITION**  
 C/O FREEMAN  
 6060 NANCY RIDGE DR, SUITE C  
 SAN DIEGO, CA 92121

Freeman will accept crated, boxed or skidded materials beginning **Friday, October 26, 2018** at the above address. Material arriving after **Monday, November 19, 2018** will be received at the warehouse with an additional after deadline charge. Warehouse materials are accepted at the warehouse Monday through Friday between the hours of 8:00 AM - 3:30 PM. **Our warehouse will be closed Monday, November 12th and Thursday - Friday, November 22nd - 23rd, 2018 in observance of the holidays.** If required, provide your carrier with this phone number: (714) 254-3410.

**Show Site Shipping Address:**

Exhibiting Company Name / Booth #  
**60TH ASH ANNUAL MEETING & EXPOSITION**  
 C/O FREEMAN  
 San Diego Convention Center  
 111 W HARBOR DR  
 SAN DIEGO, CA 92101

Freeman will receive shipments at the exhibit facility **at your targeted day and time.** Shipments arriving before this date may be refused by the facility. Any charges incurred for early freight accepted by the facility are the responsibility of the exhibitor. If required, provide your carrier with this phone number: (714) 254-3410.

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

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

## SERVICE CONTRACTOR CONTACTS / INFORMATION:

### FREEMAN

2170 Towne Centre Place, Suite 100  
Anaheim, CA 95608  
(714) 254-3410 fax (469) 621-5606  
FreemanAnaheimES@freeman.com

### FREEMAN EXHIBIT TRANSPORTATION

(800) 995-3579 US & Canada or +1(512) 982-4187 Outside the US or +1(817) 607-5183  
International Shipping Services or fax (469) 621-5810 or email [exhibit.transportation@freeman.com](mailto:exhibit.transportation@freeman.com)

### FREEMANONLINE®

Take advantage of discount pricing by ordering online at [www.freeman.com](http://www.freeman.com) by November 14, 2018. Using the enhanced FreemanOnline, you will enjoy easy access to added features and functions as well as the high caliber of Freeman services you've come to expect — **before, during and after** your show. Additionally, you can now access FreemanOnline from any device — **desktop, laptop, tablet** or via our new **FreemanOnline Mobile App**.

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

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

### LABOR INFORMATION

Union Labor may be required for your exhibit installation and dismantle. Please carefully read the UNION RULES AND REGULATIONS to determine your needs. Exhibitors supervising Freeman labor will need to pick up and release their labor at the Labor Desk. Refer to the order form for Display Labor for Straight time and Overtime hours.

### ASSISTANCE

We want you to have a successful show. If we can be of assistance, please call our Exhibitor Services Department at (714) 254-3410.

### WE APPRECIATE YOUR BUSINESS!



## **FREEMAN GENERAL INFORMATION**

### **TRANSLATION SERVICE**

Freeman is pleased to offer a new service for our international exhibitors that provides quick interpretation and translation in 150 languages. This service will not only interpret for us on a three-way conversation, but also translate emails from customers. To access this feature you may contact Freeman Exhibitor Services at (714) 254-3410 or Freeman's Customer Support Center at (888) 508-5054 US & Canada or +1(512) 982-4186 Local & International.

### **HELPFUL HINTS**

#### **SAVE MONEY**

Order early to take advantage of advance order discount rates, place your order by November 14, 2018.

#### **AVOID DELAY**

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

#### **SAFETY TIPS**

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

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

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

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

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

Per show management, children under the age of 18 are not permitted in the exhibit hall during installation and dismantle. **ASH does not permit children 12 years of age or younger in the exhibit area at any time.**

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

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

### **EXHIBITOR ASSISTANCE**

Call Freeman's Exhibitor Services department at (714) 254-3410 with any questions or needs you may have.

For more information and helpful hints on preshow procedures and move-in, please go to <http://www.freeman.com/PreShowFAQ>

For more information and helpful hints on postshow procedures and move-out, please go to <http://www.freeman.com/PostShowFAQ>



# REDUCING YOUR FOOTPRINT

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

## Green Tips for Exhibitors

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

### Supplies and Ordering

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

### Printing, Recycling and Waste Management

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

### Shipping and Transportation

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

### Personnel and Best Practices

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

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



American Society of Hematology Annual Meeting - DECEMBER 1 - 4, 2018

SAN DIEGO CONVENTION CENTER - EXHIBIT HALLS C - F - SAN DIEGO, CALIFORNIA



CITYSIDE

TARGET MOVE-IN SCHEDULE

- Wednesday, November 28th, 8:00am-12:00pm
  - Wednesday, November 28th, 12:30pm-4:30pm
  - Thursday, November 29th, 8:00am-4:30pm
- Target Schedule as of: 08/16/2018

FREEMAN

**Disclaimer** - Every effort has been made to ensure the accuracy of all information contained on this floor plan. However, no warranties, either expressed or implied, are made with respect to this floor plan. If the location of building columns, utilities or other architectural components of the facility is a consideration in the construction or usage of an exhibit, it is the sole responsibility of the exhibitor to physically inspect the facility to verify all dimension and locations. © Copyright 2007, freeman, all rights reserved.  
**Confidential and Proprietary** - the information contained herein is the proprietary information of Freeman and by accessing the information, the recipient agrees to keep the information confidential and not disclose it to any third party without the prior consent of Freeman. Recipient also agrees to only use the information for its internal evaluation purposes and for no other purpose, without the prior consent of Freeman.

Drawing Started: 8/3/2018	Account Exec: CHUCK ORRIS	Revision Date: 8/16/2018	Line Item: <b>#3738840</b>
Started By: KIMBERLEY BUCKLEY	Producing Exec: PAULA MILLSTONE	Revised By: KIMBERLEY BUCKLEY	Scale: CUSTOM

# FIRE DEPARTMENT REGULATIONS

## A. Inherently Fire Retardant or Flame Retardant Treatment

1. All decorations, drapes, signs, banners, plastic displays, hay, straw, moss, split bamboo and other similar materials **MUST BE FLAME RETARDANT** to the satisfaction of the Fire Department and the State Fire Marshal.
2. Table coverings must be flame retardant treated unless they lay flat, with an overhang no greater than 6".
3. Oilcloth, tar paper, sisal paper, nylon, orlon and certain other plastic materials cannot be made flame retardant and their use is prohibited.
4. A Certificate of Flame Resistance shall be available for review by the Fire Marshal or on file with the Fire Marshal for all decorative materials.

## B. Vehicles/Internal Combustion Engines on Display

1. Any autos, trucks, motorcycles or other motorized vehicles displayed shall have their batteries disconnected and terminals taped.
2. All motor vehicle tanks containing fuel or which have ever contained fuel, shall be furnished with locking-type gas caps or sealed with tape. The level of gas in tanks cannot exceed five gallons or one-quarter tank, whichever is less.
3. Garden tractors, chain saws, power plants and other gasoline-powered equipment shall be safeguarded in a similar manner.
4. All autos, trucks and vehicles of any kind must show the location on the Fire Department-approved floor plan 14 days prior to the show date.

## C. Combustibles

1. Literature on display shall be limited to reasonable quantities. Reserve supplies shall be kept in closed containers and stored in a neat and compact manner.
2. No cardboard boxes or any combustible materials may be stored on top of or near any electrical wiring in the spaces behind the backwall drapery (booth) or behind any display.

## D. Obstructions

1. Aisles designated on approved show floor plans shall be kept clean, clear and free of obstructions. Booth constructions shall be substantial and fixed into position in specified areas for the duration of the show. Chairs, easels, signs and demonstration areas shall not be placed beyond booth areas into aisles.
2. All aisles must be maintained at a minimum of 10 feet in width or unless otherwise approved on floor plan.
3. All fire prevention and fire fighting equipment in all public assembly areas shall have easy and unobstructed accessibility.

## E. Electrical Extension Cords and Multi-Plug Adapters

1. Extension cords shall service one appliance only and shall be a three-wire approved type (with ground). The extension cord cannot exceed the capacity of the existing circuit breaker and cannot exceed fifteen amps.
2. Multi-plug adapters must be UL approved and have current (electricity) breaker overload safety device. Cube adapters and other devices which increase outlets are not acceptable unless equipped with an internal circuit breaker.
3. All spliced wires are illegal.

## F. Compressed Cylinders

1. Compressed cylinders must be attached to a stand if used upright or laid flat on floor.
2. Compressed flammable gases are prohibited inside a building. This includes acetylene, hydrogen, propane, butane and L.P.G.

## G. Cooking and Warming Devices

Cooking and warming devices shall be electric. Sterno may be used for warming trays. Cooking devices shall be approved by a recognized testing laboratory; e.g., U.L., F.M.

1. Cooking, warming devices, and/or heated products shall be isolated from the public by either placing the device a minimum of four feet back from the front of the booth or provide a plexiglass shield 18 inches high, 1/4 inch thick across the front, and down both sides of the demonstration area.

## H. Heat producing Equipment

1. Welding, soldering, or any open flame devices are prohibited.
2. Refer to SEC. F-2 above

## I. Multi-Level Booths

Exhibitor must submit an Architectural Design to Fire Marshal a minimum of 45 days prior to event.

Should there be any questions regarding the above listed minimum Fire Department Regulations or any other items that need clarification, please do not hesitate to give the Fire Department a call or address a letter to:

**San Diego Convention Center**  
Attention: Fire Marshal  
111 West Harbor Drive  
San Diego, CA 92101  
(619) 525-5419

# FREEMAN

2170 S. Towne Centre Place, Ste 100  
Anaheim, CA 92806  
(714) 254-3410 Fax: (469) 621-5606



DISCOUNT PRICE  
DEADLINE DATE  
NOVEMBER 14, 2018

INCLUDE THIS FORM  
WITH YOUR ORDER  
PLEASE USE BLACK INK

NAME OF SHOW: **60TH ASH Annual Meeting & Exposition / December 1 - 4, 2018**

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

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

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

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

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

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

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

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

## METHOD OF PAYMENT

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

☐ COMPANY CHECK

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

Please reference (441267) on your remittance.

☐ CREDIT/DEBIT CARD

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

☐ AMERICAN EXPRESS ☐ MASTER CARD ☐ VISA

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

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

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

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

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

## ENTER TOTALS HERE

FURNISHINGS & ACCESSORIES	CARPET	RENTAL EXHIBITS & ACCESSORIES	SIGNS	INSTALLATION LABOR	DISMANTLE LABOR		
MATERIAL HANDLING	RIGGING INSTALLATION	RIGGING DISMANTLE	EXHIBIT TRANSPORTATION	HANGING SIGNS	UTILITIES		GRAND TOTAL

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



# FREEMAN

2170 S. Towne Centre Place, Ste 100  
Anaheim, CA 92806  
(714) 254-3410 Fax: (469) 621-5606

## 60TH ASH Annual Meeting & Exposition / December 1 - 4, 2018

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

### EXHIBITING COMPANY AUTHORIZATION OF THIRD PARTY BILLING

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

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

EXHIBITOR NAME: (PLEASE PRINT)

EXHIBITOR SIGNATURE:

DATE:

### EXHIBITING COMPANY INFORMATION

EXHIBITING COMPANY NAME:

BOOTH #:

EXHIBITING COMPANY ADDRESS:

CITY/STATE/ZIP:

PHONE:

EXT.

FAX:

CONTACT'S E-MAIL:

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

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

### THIRD PARTY COMPANY INFORMATION

THIRD PARTY COMPANY NAME:

CONTACT NAME:

THIRD PARTY BILLING ADDRESS:

CITY/STATE/ZIP:

PHONE:

EXT:

FAX:

CONTACT'S E-MAIL:

E-MAIL FOR INVOICE:

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

### THIRD PARTY CREDIT/DEBIT CARD AUTHORIZATION

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

ACCOUNT NO:

EXP. DATE:

CARDHOLDER NAME (PLEASE PRINT):

CARD TYPE:

AUTHORIZED SIGNATURE:

CARDHOLDER BILLING ADDRESS:

CITY/STATE/ZIP:

# PAYMENT & LABOR

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

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

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

## DEFINITIONS

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

## PAYMENT TERMS

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

## ELECTRICAL

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

## LABOR UNDER THE SUPERVISION OF EXHIBITOR RESPONSIBILITIES

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

## INDEMNIFICATION

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

## IMPORTANT

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



# MATERIAL HANDLING

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

AIR CARGO SERVICE REQUEST AND SHIPPING INSTRUCTIONS CONTRACT

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

# MOTOR CARGO

## MOTOR CARGO SERVICE REQUEST AND SHIPPING INSTRUCTIONS CONTRACT

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

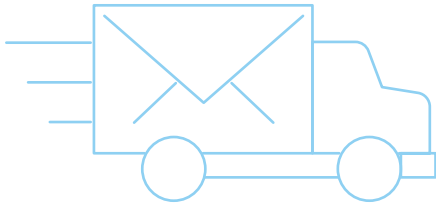
For shipping containers designed for repeated use (tradeshow cases, totes, crates), Freeman shall have no liability for superficial damage to said containers in the form of scuffs, scratches, dents or dings. Freeman will only accept liability for "catastrophic" damage to these shipping containers (crushing,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

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

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

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





# TRANSPORTATION SERVICE, FULLY LOADED.

Our convenient, affordable package puts productivity in overdrive.

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

## The Freeman Exhibit Transportation promise:

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

## Benefits:

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

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



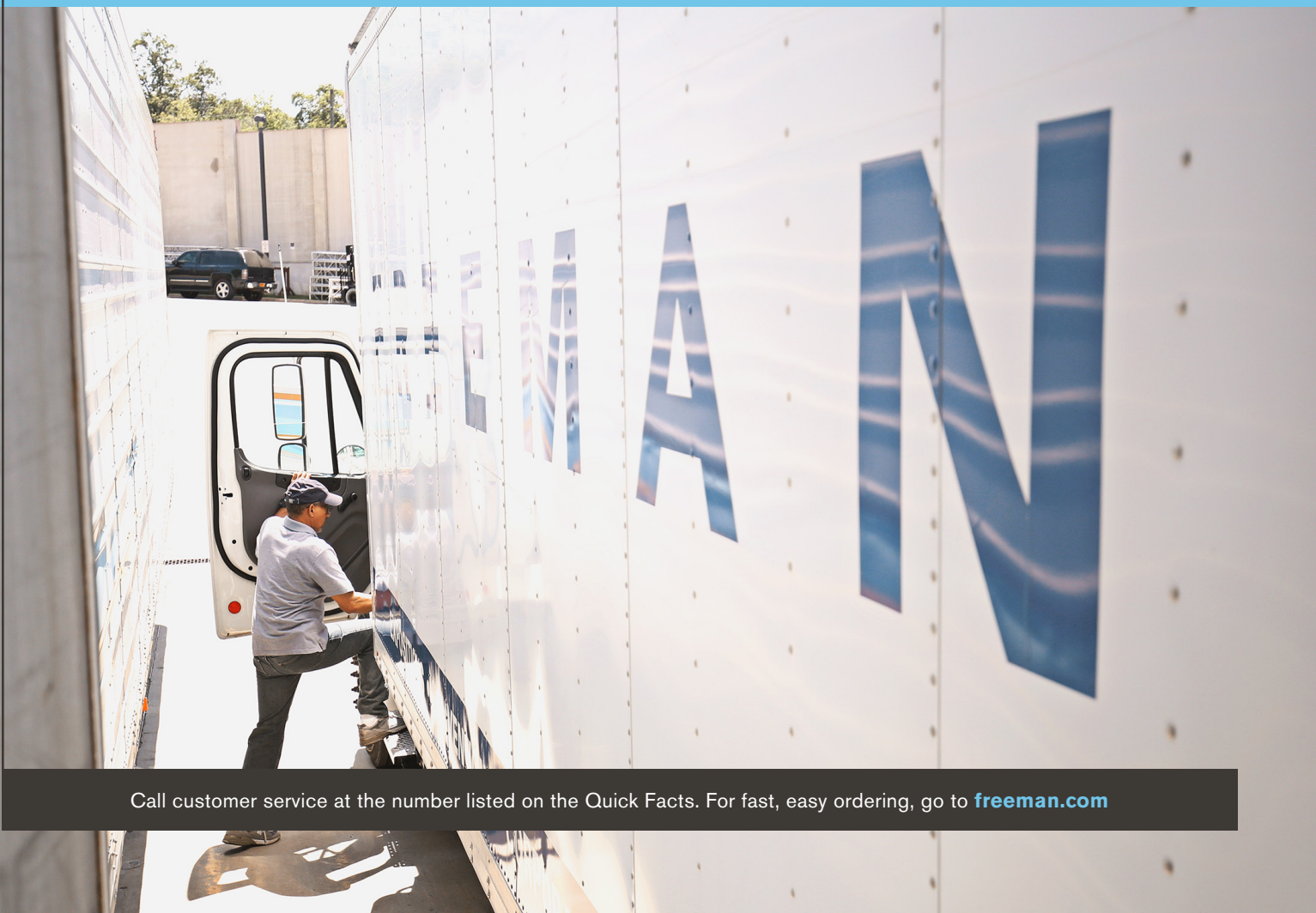
To take advantage, call **1-800-995-3579** or email **[exhibit.transportation@freeman.com](mailto:exhibit.transportation@freeman.com)** for a quote.

# RESULTS, DELIVERED

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

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



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

## EXHIBIT TRANSPORTATION SERVICES

Freeman works directly with you and show site decision makers to transport your exhibit to any location with ease. Freeman Exhibit Transportation is an EPA Smartway Partner dedicated to supporting efforts and partners that are focused on improving fuel efficiency, and reducing greenhouse gas and air pollution from the transportation supply chain.

### The Freeman Exhibit Transportation promise:

- ALL-INCLUSIVE PRICING WITH NO ADDITIONAL FEES FOR PICKUPS AND DELIVERIES, INCLUDING WEEKEND AND NIGHT SERVICE
- ONE CONVENIENT INVOICE ENCOMPASSING ALL FREEMAN SHOW SERVICES
- ON-SITE TRANSPORTATION EXPERTS ARE AVAILABLE BEFORE, DURING AND AFTER THE SHOW
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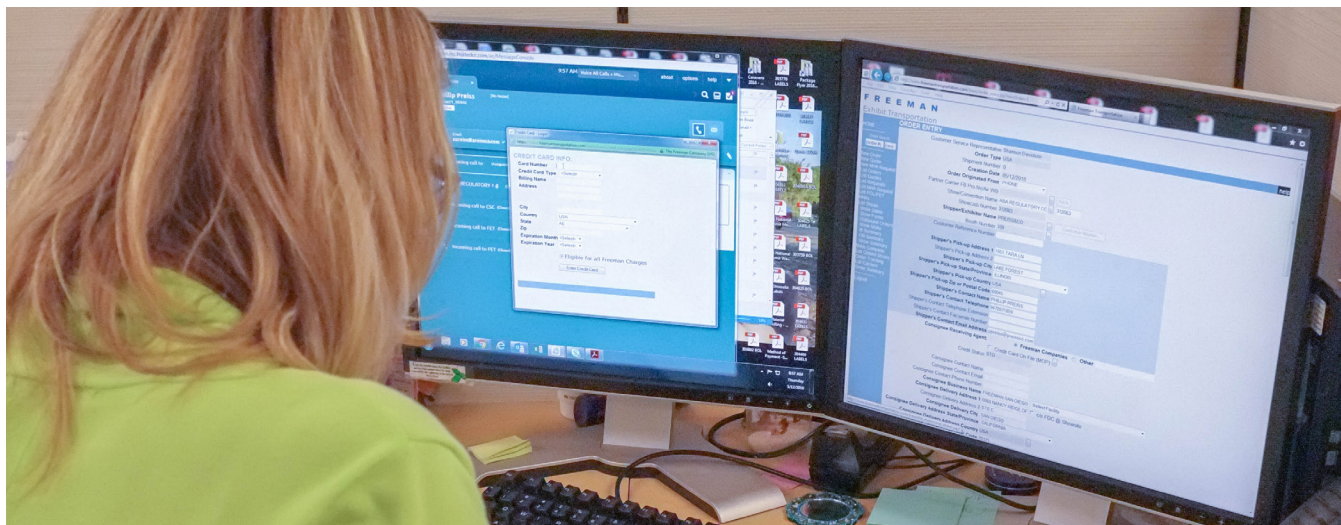
### questions?

For more information regarding our services, rates, shipment deadlines, documentation requirements, ordering and the terms and conditions of our service offerings, please visit **freeman.com**

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

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

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





# FREEMAN

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



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

**FREEMAN exhibit transportation**

NAME OF SHOW: **60TH ASH Annual Meeting & Exposition / December 1 - 4, 2018**

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

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

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

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

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

## EXHIBIT TRANSPORTATION

### TIPS FOR EASY ORDERING

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

COMPLETE THE FOLLOWING ITEMS  
ON THIS FORM:

### PICK UP INFORMATION

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

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

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

\_\_\_\_\_

(City) (State) (Zip Code)

### DESTINATION

- ☐ I will be shipping to the **WAREHOUSE**

**FREEMAN / Exhibiting Company Name / Booth #**

**60TH ASH Annual Meeting & Exposition**

C/O: FREEMAN

6060 NANCY RIDGE DR, STE C

SAN DIEGO, CA 92121

MUST BE DELIVERED BY NOVEMBER 19, 2018

- ☐ I will be shipping to **SHOW SITE**

**FREEMAN / Exhibiting Company Name / Booth #**

**60TH ASH Annual Meeting & Exposition**

C/O: FREEMAN

SAN DIEGO CONVENTION CENTER

111 W HARBOR DR

SAN DIEGO, CA 92101

CANNOT BE DELIVERED BEFORE **YOUR TARGETED DATE AND TIME**

### TYPE OF SERVICE

- ☐ Next Day Air: Delivery next business day by 5:00 PM  
☐ Second Day Air: Delivery second business day by 5:00 PM  
☐ 3-5 Day Service: Delivery within 3 - 5 business days  
☐ Declared Value \$ \_\_\_\_\_

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

- ☐ Standard Ground: Dependent on distance  
☐ Expedited Ground: Tailored to specific requirements  
☐ Specialized: Pad wrapped, uncrated, truck load

### SHIPPING INFORMATION

#### Items to be shipped

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

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

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

### OUTBOUND SHIPPING

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

Ship to address:

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

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

FAX THIS COMPLETED FORM VIA:

E-mail:

[exhibit.transportation@freeman.com](mailto:exhibit.transportation@freeman.com)

or

Fax: (469) 621-5810

A TRANSPORTATION SPECIALIST  
WILL CALL YOU TO CONFIRM  
RECEIPT OF SHIPMENT REQUEST  
AND FINALIZE DETAILS.

SHOW # (441267) \_\_\_\_\_



# WHAT ARE FREIGHT SERVICES?

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

## HOW DO I SHIP TO THE WAREHOUSE?

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

## HOW DO I SHIP TO SHOW SITE?

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

## WHAT ABOUT PREPAID OR COLLECT SHIPPING CHARGES?

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

## HOW SHOULD I LABEL MY FREIGHT?

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

## HOW DO I ESTIMATE MY MATERIAL HANDLING CHARGES?

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

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

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

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

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

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

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

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

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

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

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

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

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

## WHERE DO I GET A FORKLIFT?

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

## DO I NEED INSURANCE?

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

## OTHER AVAILABLE FREIGHT SERVICES

(may not be available in all locations)

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

# FREEMAN

2170 S. Iowine Centre Place, Ste 100  
Anaheim, CA 92806  
(714) 254-3410 Fax: (469) 621-5602



**INCLUDE THE FREEMAN METHOD OF  
PAYMENT FORM WITH YOUR ORDER**

NAME OF SHOW: **60TH ASH Annual Meeting & Exposition / December 1 - 4, 2018**

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

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

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

For Assistance, please call (714) 254-3410 to speak with one of our experts.

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

## MATERIAL HANDLING SERVICES

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

**SPECIAL HANDLING:** (See definitions on back) Material delivered in such a manner that it requires additional handling, such as ground unloading, stacked or constricted space unloading, designated piece unloading, shipment integrity, alternate delivery location, loads mixed with pad wrapped material, no documentation and shipments that require additional time, equipment or labor to unload. **Federal Express, UPS & DHL** are included in this category due to their delivery procedures.

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

**CARPET AND/OR PAD ONLY:** Shipments that consist of loose carpet and/or padding only require additional labor and equipment to unload.

**STRAIGHT TIME:** 8:00 A.M. to 4:30 P.M. Monday through Friday

**OVERTIME:** 4:30 P.M. to 8:00 A.M. Monday through Friday, all day Saturday, Sunday, and Holidays (Overtime will be applied to all freight received at the warehouse and/or show site that must be moved into or out of booth during above listed times.)

Our warehouse will be closed Monday, November 12th and  
Thursday - Friday, November 22nd - 23rd, 2018 in observance of the holidays

Description	Price Per CWT	200 lb Minimum
<b>RATE CLASSIFICATIONS:</b>		
<b>Warehouse Shipment Delivered on or Before NOVEMBER 19, 2018 (200 lb. minimum)</b>		
Crated or Skidded Shipment.....	\$ 112.75	225.50
Special Handling Shipment.....	\$ 146.50	293.00
Carpet and/or Pad Only Shipment.....	\$ 169.25	338.50
<b>Show Site Shipment Cannot be Delivered Before YOUR TARGET DATE AND TIME (200 lb. minimum)</b>		
Crated or Skidded Shipment.....	\$ 107.25	214.50
Special Handling Shipment.....	\$ 139.25	278.50
Uncrated or Pad Wrapped Shipment.....	\$ 160.75	321.50
Carpet and/or Pad Only Shipment.....	\$ 160.75	321.50
<b>Small Package - Maximum weight is 30 lbs per shipment*</b>		
Per Shipment.....	\$ 45.00	

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

### ADDITIONAL SURCHARGES:

<b>Shipment Delivered after Deadline Date (in addition to above rates)</b>		
Warehouse Shipment after NOVEMBER 19, 2018.....	\$ 28.25	56.50
Show Site Shipment after Show Opening.....	\$ 27.00	54.00
<b>Overtime Charge - Inbound (in addition to above rates)</b>		
Crated or Skidded Shipment.....	\$ 27.00	54.00
Special Handling Shipment.....	\$ 35.00	70.00
Uncrated or Pad Wrapped Shipment.....	\$ 40.25	80.50
Carpet and/or Pad Only Shipment.....	\$ 40.25	80.50
<b>Overtime Charge - Outbound (in addition to above rates)</b>		
Crated or Skidded Shipment.....	\$ 27.00	54.00
Special Handling Shipment.....	\$ 35.00	70.00
Uncrated or Pad Wrapped Shipment.....	\$ 40.25	80.50
Carpet and/or Pad Only Shipment.....	\$ 40.25	80.50
<b>Mobile Unit Spotting Fee</b> .....	\$ 403.00	

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

## SPECIAL HANDLING DEFINITIONS

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

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

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

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

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

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

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

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

### **What are Stacked Shipments?**

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

### **What is Shipment Integrity?**

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

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

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

### **What are Mixed Shipments?**

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

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

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

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

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

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

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

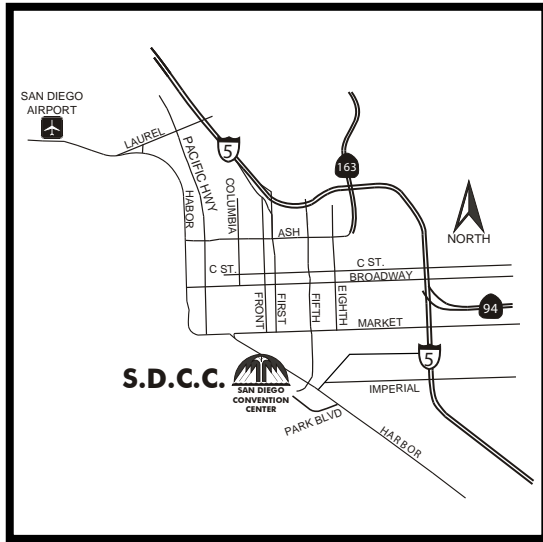
# San Diego

## F R E E M A N

Marshalling Yard

2383 Faivre St.

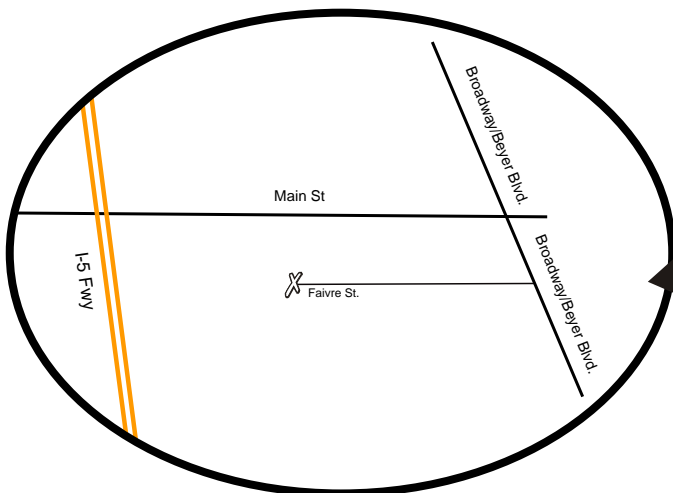
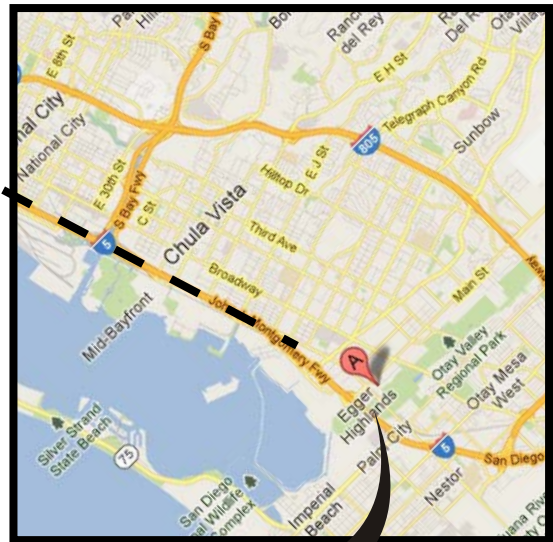
Chula Vista, CA 91911



### DIRECTIONS TO MARSHALING YARD

#### FROM INTERSTATE 5 SOUTH

- Head south on I-5 S toward Exit 5B - Main St.
- Turn left onto Main St
- Turn right onto Broadway/East Beyer Blvd.
- Turn right onto Faivre St.



### DIRECTIONS TO MARSHALING YARD

#### FROM INTERSTATE 5 NORTH

- Head north on I-5 N toward Exit 5B - Main St.
- Turn left onto Main St
- Turn right onto Broadway/East Beyer Blvd.
- Turn right onto Faivre St.

Full truckload and/or dedicated shipments require a certified truck scale weight certificates.

If weight certificates are not provided then the driver will be dispatched to the closest public truck scale prior to and concluding unloading.

**FREEMAN**

2170 S. Towne Centre Place, Ste 100  
 Anaheim, CA 92806  
 (714) 254-3410 Fax: (469) 621-5606



<b>OUTBOUND MATERIAL HANDLING AND SHIPPING LABELS</b>
---

NAME OF SHOW: **60TH ASH Annual Meeting & Exposition / December 1 - 4, 2018**

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

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

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

For Assistance, please call (714) 254-3410 to speak with one of our experts.

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

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

### SHIPPING INFORMATION

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

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

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

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

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

**BILL TO:** ☐ Same as Ship to:

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

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

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

### METHOD OF SHIPMENT

**Select a Carrier:**

☐ **Freeman Exhibit Transportation**

☐ **Other Carrier**

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

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

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

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

**Select a Level of Service:**

☐ 1 Day: Delivery next business day

☐ Standard Ground

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

☐ Specialized: Pad wrapped, uncrated, or truckload

☐ Deferred: Delivery within 3-5 business days

**Select Shipment Options (if applicable)**

☐ Have loading dock

☐ Lift gate required

☐ Inside delivery

☐ Air ride required

☐ Pad wrap required

☐ Residential

☐ Do not stack

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

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



**F R E E M A N**

**R U S H**

***DO NOT DELAY***

***RECEIVING DATE BEGINS: OCTOBER 26, 2018***

***DEADLINE DATE IS: NOVEMBER 19, 2018***

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

***EXHIBITOR NAME***

**C/O: FREEMAN**

**6060 NANCY RIDGE DR**

**STE C**

**SAN DIEGO, CA 92121**

**WAREHOUSE**

**EVENT: 60TH ASH Annual Meeting & Exposition**

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

**F R E E M A N**

**R U S H**

***DO NOT DELAY***

***RECEIVING DATE BEGINS: OCTOBER 26, 2018***

***DEADLINE DATE IS: NOVEMBER 19, 2018***

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

***EXHIBITOR NAME***

**C/O: FREEMAN**

**6060 NANCY RIDGE DR**

**STE C**

**SAN DIEGO, CA 92121**

**WAREHOUSE**

**EVENT: 60TH ASH Annual Meeting & Exposition**

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

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



**F R E E M A N**

**R U S H**

***DO NOT DELAY***

***CANNOT DELIVER BEFORE YOUR TARGETED DATE AND TIME***

**TO:**

*EXHIBITOR NAME*

**C/O: FREEMAN**

**SAN DIEGO CONVENTION CENTER  
111 W HARBOR DR**

**SAN DIEGO, CA 92101**

**SHOW SITE**

**EVENT: 60TH ASH Annual Meeting & Exposition**

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

**F R E E M A N**

**R U S H**

***DO NOT DELAY***

***CANNOT DELIVER BEFORE YOUR TARGETED DATE AND TIME***

**TO:**

*EXHIBITOR NAME*

**C/O: FREEMAN**

**SAN DIEGO CONVENTION CENTER  
111 W HARBOR DR**

**SAN DIEGO, CA 92101**

**SHOW SITE**

**EVENT: 60TH ASH Annual Meeting & Exposition**

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

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F R E E M A N

R U S H

D O N O T D E L A Y

RECEIVING DATE BEGINS: OCTOBER 26, 2018

DEADLINE DATE IS: NOVEMBER 19, 2018

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

EXHIBITOR NAME

C/O FREEMAN  
6060 NANCY RIDGE DR  
SUITE C  
SAN DIEGO, CA 92121

**HANGING SIGNS**

EVENT: 60TH ASH Annual Meeting & Exposition

BOOTH NO: \_\_\_\_\_ NO. \_\_\_\_\_ OF \_\_\_\_\_ PIECES

F R E E M A N

R U S H

D O N O T D E L A Y

RECEIVING DATE BEGINS: OCTOBER 26, 2018

DEADLINE DATE IS: NOVEMBER 19, 2018

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

EXHIBITOR NAME

C/O FREEMAN  
6060 NANCY RIDGE DR  
SUITE C  
SAN DIEGO, CA 92121

**HANGING SIGNS**

EVENT: 60TH ASH Annual Meeting & Exposition

BOOTH NO: \_\_\_\_\_ NO. \_\_\_\_\_ OF \_\_\_\_\_ PIECES

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

# FREEMAN

2170 S. Towne Centre Place, Ste 100  
Anaheim, CA 92806  
(714) 254-3410 Fax: (469) 621-5602



**DEADLINE DATE**  
**NOVEMBER 14, 2018**

**INCLUDE THE FREEMAN METHOD OF  
PAYMENT FORM WITH YOUR ORDER**

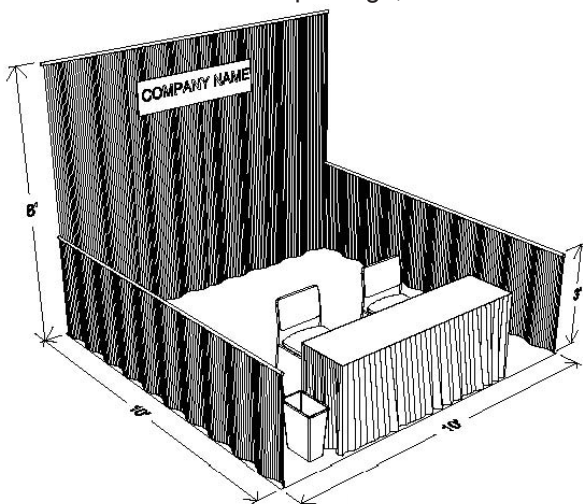
NAME OF SHOW: **60TH ASH Annual Meeting & Exposition / December 1 - 4, 2018**  
COMPANY NAME \_\_\_\_\_ BOOTH #: \_\_\_\_\_  
CONTACT NAME: \_\_\_\_\_ PHONE #: \_\_\_\_\_  
E-MAIL ADDRESS \_\_\_\_\_

For Assistance, please call 714-254-3410 to speak with one of our experts.

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

## FURNISHINGS PACKAGE

- Items included in the package cannot be substituted or traded.
- Rates are based on full package, whether used completely or in part.



### EACH PACKAGE INCLUDES

- (1) 6' Draped Table\*
- (2) Limerick Side Chairs
- (1) Corrugated Wastebasket
- (1) 9' x 10' Carpet\*
- (1) 7" x 44" ID Sign

### BOOTH PACKAGE PRICE

Part # 11-80-1150

If ordered by November 14, 2018 ..... **\$567.75**

If ordered after November 14, 2018..... **\$630.75**

#### \* PLEASE CIRCLE CHOICE OF CARPET COLOR:

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

#### \* PLEASE CIRCLE CHOICE OF TABLE DRAPE COLOR:

Black   Blue   Brown   Dark Green   Flax   Gold   Gray   Plum   Red   White

### QUICK TIPS FOR EASY EXHIBITING

- Rental prices are for the duration of the show and include delivery to and removal from your booth space.
- Remember to order in advance to save time, money and ensure availability.
- If you have any questions or need assistance in completing your order please call our Exhibitor Services Department at 714-254-3410

### PACKAGE TOTAL

Description	Quantity	Price	7.75% Tax	Total

\*Remember to select a color for these items. A color will be selected for you if not indicated.

FREEMAN furnishings package

# FURNISH FORWARD

.....

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

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



# SUPERIOR SEATING

---

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

## ITEMS PICTURED BELOW

Swanson Swivel Chair | 810875 | **Page 12**

Silverado Cocktail Table | 82014 | **Page 21**

Powered Locking Pedestal, 42" | 85063 | **Page 31**



## SEATING

### Naples



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

36"L 30"D 33"H

⚡ Powered options available



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

62"L 30"D 33"H

⚡ Powered options available



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

87"L 30"D 33"H

⚡ Powered options available

### Munich



**CORNER CHAIR** **SELECT**  
gray **810150**

26"L 27"D 28.5"H



**ARMLESS CHAIR** **SELECT**  
gray **810151**

22.5"L 27"D 28.5"H



**ARMLESS LOVESEAT** **SELECT**  
gray **830200**

45"L 27"D 28.5"H



**SECTIONAL - 3 PIECE** **SELECT**  
gray **830201**

93.5"L 27"D 28.5"H

### Baja

**CHAIR** **SELECT**  
white vinyl **81050**

36"L 30.5"D 28"H

**LOVESEAT** **SELECT**  
white vinyl **83020**

61"L 30.5"D 28"H



⚡ See pages 30 and 31 for all Powered options.

\*Electrical power must be ordered separately

## SEATING

### South Beach

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

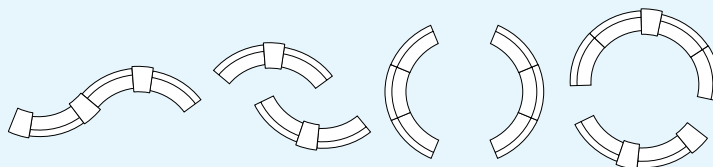
69"L 29"D 33"H

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

25"L 31"D 18"H



possible configurations



### Key Largo



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

57"L 35"D 34"H



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

79"L 35"D 34"H



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

35"L 35"D 34"H

### Allegro

**CHAIR** **SELECT**  
blue fabric **81019**

36"L 34.5"D 30"H

**SOFA** **SELECT**  
blue fabric **83015**

73"L 34.5"D 30"H





## SEATING

### Fairfax

**CHAIR** **SELECT**  
white vinyl/brushed metal **810949**  
27"L 26"D 30"H

**SOFA** **SELECT**  
white vinyl/brushed metal **830949**  
62"L 26"D 30"H



### Hopi

**CHAIR** **SELECT**  
gray linen **810140**  
21"L 25"D 34"H

**LOVESEAT** **SELECT**  
gray linen **830150**  
48"L 25"D 34"H



### Tangiers

**CHAIR** **SELECT**  
ivory/cream/beige fabric **810118**  
34"L 37"D 36"H

**LOVESEAT** **SELECT**  
ivory/cream/beige fabric **830220**  
57.5"L 37"D 37"H

**SOFA** **SELECT**  
ivory/cream/beige fabric **830118**  
78"L 37"D 36"H



## CASUAL SEATING

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

### OTTOMANS

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

white vinyl **815122**

black vinyl **815123**

34"L 34"D 15"H



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

white vinyl **815953**

black vinyl **815952**

60.5"L 37.5"D 15"H



### ITEMS PICTURED BELOW

Roma Sofa, Powered | 83017 | **Page 30**

Regis Bench/Table | 82074 | **Page 23**

Swanson Swivel Chair | 810875 | **Page 12**

Regis End Table | 82075 | **Page 23**



## OTTOMANS

### HALF BENCH OTTOMAN **SELECT** white vinyl 815119

39"L 23"D 18"H



### VIBE CUBE OTTOMAN **SELECT** blue vinyl 81518 red vinyl 81519 orange vinyl 81525 pink vinyl 81520 yellow vinyl 81517 black vinyl 81530 white vinyl 81531 steel blue vinyl 81532 silver vinyl 81533 purple vinyl 81534

18"L 18"D 18"H



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

17" Round 18"H



### EDGE LED CUBE OTTOMAN\* **SELECT** high-density plastic 81526

20"L 20"D 20"H



## BANQUETTES

### CENTER CONE **SELECT** 8506

38" Round 51"H

⚡ Powered

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



### QUARTER CURVE OTTOMAN **SELECT** 8507

53"L 22"D 18"H

*possible configurations*



(4) quarter curve ottoman

72" Round 18"H



(1) center cone

(4) quarter curve ottomans

72" Round 51"H

⚡ See pages 30 and 31 for all Powered options.  
\*Electrical power must be ordered separately

## OTTOMANS



**BEVERLY BENCH OTTOMAN** **SELECT**  
black vinyl **81550**

60"L 20"D 18"H



**BEVERLY BENCH OTTOMAN** **SELECT**  
brown fabric **81551**

60"L 20"D 18"H



**BEVERLY BENCH OTTOMAN** **SELECT**  
gray fabric **81552**

60"L 20"D 18"H



**BEVERLY BENCH OTTOMAN** **SELECT**  
linen fabric **81553**  
ivory/cream/beige

60"L 20"D 18"H



**BEVERLY BENCH OTTOMAN** **SELECT**  
ocean blue fabric **81554**

60"L 20"D 18"H



**BEVERLY BENCH OTTOMAN** **SELECT**  
red fabric **81555**

60"L 20"D 18"H



**BEVERLY BENCH OTTOMAN** **SELECT**  
white vinyl **81556**

60"L 20"D 18"H



## OCCASIONAL CHAIRS

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

21"W 23"L 32"H

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

20"W 21"L 33"H

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

18"L 19"D 34"H



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

18"W 17.75"L 33"H

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

30"L 30"D 31"H



## ITEMS PICTURED BELOW

Powered Locking Pedestal, 36" | 85061 | **Page 31**

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



## OCCASIONAL CHAIRS

### MEETING CHAIR **SELECT**

white vinyl **810948**

espresso vinyl **810835**

taupe microfiber **810836**

25.5"L 23.5"D 34"H



### KEY WEST CHAIR **SELECT**

black fabric **8103**

31"L 31"D 31"H

### MADDEN CHAIR **SELECT**

light gray vinyl **810843**

27"L 32"D 33"H



### MALBA CHAIR **SELECT**

gray molded plastic **810131**

green molded plastic **810130**

20"L 20"D 32"H



## OCCASIONAL CHAIRS

### CHRISTOPHER CHAIR **SELECT**

white vinyl/chrome **810846**

17"L 19"D 35"H

### ZENITH CHAIR **SELECT**

white/chrome **810851**

19"L 22"D 32"H

### RUSTIQUE CHAIR **SELECT**

gunmetal **810841**

20"L 18"D 31"H



### RAZOR ARMLESS CHAIR **SELECT**

white high-density plastic **810837**

15.38"L 15.5"D 30.5"H

### SWANSON SWIVEL CHAIR **SELECT**

white vinyl **810875**

28"L 25"D 30"H



### BERLIN STACK CHAIR **SELECT**

white & red plastic/chrome **810811**

white & black plastic/chrome **810810**

18"L 22"D 32"H

### WENDY CHAIR **SELECT**

clear acrylic **810847**

15"L 20"D 36"H



## CONFERENCE CHAIRS

### GRAY GASLIFT CHAIR **ESSENTIALS**

with arms **71046**

without arms **71045**

26"W 20"L 38"H Adjustable

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

charcoal gray fabric **810874**

35"L 27"D 40"H

### ALTURA GUEST CHAIR **SELECT**

black fabric/black steel **81063**

25"L 20"D 34"H



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

white vinyl **810844**

black vinyl **810946**

25"L 24"D 48"H Adjustable



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

white vinyl **810945**

black vinyl **810944**

24"L 22"D 40"H Adjustable

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

black vinyl **810947**

24"L 22"D 36"H



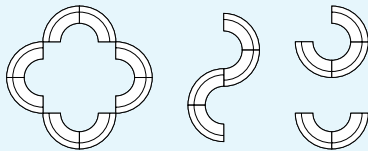
## BARS & BARSTOOLS

### MARTINI BAR **SELECT**

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

67"L 22"D 45"H

possible configurations



### BLACK DIAMOND STOOL **ESSENTIALS** **71088**

22"W 18"L 46"H

### GRAY GASLIFT STOOL **ESSENTIALS**

with arms **71048**

without arms **71047**

24"W 20"L 46"H Adjustable

### LAGUNA BARSTOOL **SELECT**

maple/chrome **810860**

18"L 20"D 47"H



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

gray **210109**

18"W 17.75"L 44"H

### LIFT BARSTOOL **SELECT**

gray vinyl/chrome **810872**

red vinyl/chrome **810873**

black vinyl/chrome **810871**

white vinyl/chrome **810870**

15" Round 23-33.5"H Adjustable



### APEX BARSTOOL **SELECT**

black vinyl **810951**

blue ultra suede **810952**

red vinyl **810953**

white vinyl **810954**

21"L 21"D 33"H





## BARS &amp; BARSTOOLS

**BANANA BARSTOOL** SELECTwhite vinyl/chrome **810103**black vinyl/chrome **810104**

21"L 22"D 41"H

**ZENITH BARSTOOL** SELECTwhite/chrome **810850**

19"L 20"D 44"H

**ZOEY BARSTOOL** SELECTwhite vinyl/chrome **810840**black vinyl/chrome **810834**

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

**CHRISTOPHER BARSTOOL** SELECTwhite **810848**

19"L 15"D 41"H

**SHARK BARSTOOL** SELECTwhite plastic/chrome **810202**

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

**RUSTIQUE BARSTOOL** SELECTgunmetal **810839**

13"L 13"D 30"H

**OSLO BARSTOOL** SELECTblue plastic/chrome **810200**white plastic/chrome **810201**

17"L 20"D 45"H



# TURN THE TABLES IN YOUR FAVOR

---

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

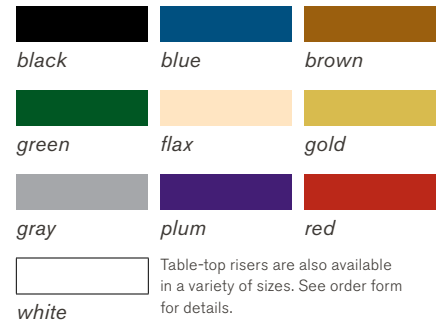
## ITEMS PICTURED BELOW

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

Geo End Table | 82035 | **Page 22**



## DRAPED OR UNDRAPED TABLES & COUNTERS



### ESSENTIALS

#### TABLES

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

#### COUNTERS

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

#### TABLES\*

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

#### COUNTERS\*

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

\*Table and counter widths available in select cities



## PEDESTAL TABLES

### Soho Series



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

24" Round 30"H

**72067**

36" Round 30"H

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

18" Round 18"H



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

24" Round 42"H

**72068**

36" Round 42"H

### Chelsea Series



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

30" Round 30"H

**72064**

36" Round 30"H



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

30" Round 42"H

**720164**

36" Round 42"H



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

30" Round 29"H



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

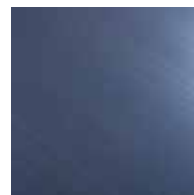
30" Round 45"H



actual color

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

30" Round 29"H



actual color

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

30" Round 42"H

## PEDESTAL TABLES



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



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



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



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



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



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



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



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



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



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



## PEDESTAL TABLES



**30" CAFE TABLE W/ BLACK  
BASE - WHITE TOP** **SELECT**  
white laminate **8201220**  
30" Round 29"H



**30" BAR TABLE W/ BLACK  
BASE - WHITE TOP** **SELECT**  
white laminate **8201221**  
30" Round 42"H



**30" BAR TABLE W/  
HYDRAULIC BASE  
-WHITE TOP** **SELECT**  
white laminate **8201222**  
30" Round 45"H



**30" CAFE TABLE W/  
HYDRAULIC BASE  
-WHITE TOP** **SELECT**  
white laminate **8201223**  
30" Round 29"H



**30" BAR TABLE W/  
HYDRAULIC BASE - RED** **SELECT**  
red laminate **820920**  
30" Round 45"H



**30" CAFE TABLE W/  
HYDRAULIC BASE - RED** **SELECT**  
red laminate **820921**  
30" Round 29"H



**30" BAR TABLE W/  
HYDRAULIC BASE  
-GRAPHITE** **SELECT**  
gray laminate **820922**  
30" Round 45"H



**30" CAFE TABLE W/  
HYDRAULIC BASE  
-GRAPHITE** **SELECT**  
gray laminate **820923**  
30" Round 29"H



**30" BAR TABLE W/  
HYDRAULIC BASE - SILVER** **SELECT**  
silver **820924**  
30" Round 45"H



**30" CAFE TABLE W/  
HYDRAULIC BASE - SILVER** **SELECT**  
silver **820925**  
30" Round 29"H

## OCCASIONAL, END & COCKTAIL TABLES

### Silverado

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

24" Round 22"H

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

36" Round 17"H



### Alondra

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

20"L 20"D 20"H

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

47"L 24"D 16"H



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

20"L 20"D 21"H

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

47"L 24"D 17"H



### Atomic

**36" ROUND TABLE** **SELECT**  
glass/chrome **8201224**

36" Round 30"H

**42" ROUND TABLE** **SELECT**  
glass/chrome **8201225**

42" Round 30"H



# FREEMAN

## OCCASIONAL, END & COCKTAIL TABLES

### Geo

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

20"L 20"D 21"H



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

47"L 24"D 17"H

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

26"L 26"D 20"H



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

50"L 22"D 16"H

### Sydney

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

27"L 23"D 22"H



**COCKTAIL TABLE** **SELECT**  
black laminate/brushed steel **82052**  
white laminate/brushed steel **82053**

48"L 26"D 18"H

⚡ Powered options available



## OCCASIONAL, END & COCKTAIL TABLES

### Regis

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

16"L 15.5"D 16.5"H

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

47"L 15.5"D 16"H



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

15" Round 22"H

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

20"L 20"D 20"H



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

42"L 42"D 29"H



## OCCASIONAL, END & COCKTAIL TABLES

### Oliver

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

22" Round 22"H

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

47"L 27"D 19"H



### Rustique

**SQUARE METAL BAR TABLE** **SELECT**  
gray finish **8201226**

23.75"L 23.75"D 41.25"H



### ITEMS PICTURED BELOW

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

Silverado Cocktail Table | 82014 | **Page 21**





## CONFERENCE TABLES

**GEO CONFERENCE TABLE** **SELECT***glass/black steel* **82041***glass/chrome* **82051****60"L** **36"D** **29"H****MADISON CONFERENCE TABLE** **SELECT***gray acajou* **820260****42" Round** **29"H****42" ROUND WHITE CONFERENCE TABLE** **SELECT***white laminate* **820708****42" Round** **29"H****6' OVAL CONFERENCE TABLE** **SELECT***granite nebula* **820203****72"L** **42"D** **29"H**

## CONFERENCE TABLES

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

gray acajou **820261**

60"L 48"D 29"H



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

gray acajou **820262**

96"L 60"D 29"H



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

gray acajou **820263**

120"L 48"D 29"H

### G30 CAFÉ TABLE (MAPLE W/ GROMMETS) **SELECT**

laminate/metal

**82058**

72"L 26"D 30"H



### G30 CAFÉ TABLE (SOLID MAPLE TOP) **SELECT**

laminate/metal

**82067**

72"L 26"D 30"H

### G30 CAFÉ TABLE (SOLID WHITE TOP) **SELECT**

laminate/metal

**82063**

72"L 26"D 30"H



## CONFERENCE TABLES



**VENTURA BAR TABLE** **SELECT**  
**W/ GROMMET HOLES**  
*maple* **820951**  
 72.25"L 26.25"D 42"H



**VENTURA COMMUNAL** **SELECT**  
**BAR TABLE**  
*black* **820952**  
 72.25"L 26.25"D 42"H



**VENTURA BAR TABLE** **SELECT**  
**W/ GROMMET HOLES**  
*white* **820953**  
 72.25"L 26.25"D 42"H



**VENTURA COMMUNAL** **SELECT**  
**BAR TABLE**  
*maple* **820954**  
 72.25"L 26.25"D 42"H



**VENTURA COMMUNAL** **SELECT**  
**BAR TABLE**  
*white* **820956**  
 72.25"L 26.25"D 42"H

## OFFICE



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

60"L 30"D 29"H



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

60"L 20"D 29"H



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

36"L 12"D 72"H



## COMPUTER DESK / TABLE



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

48"L 24"D 30"H



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

46"L 29"D 30"H

### ITEMS PICTURED BELOW

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

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

Sydney Table, Powered | 82076 | **Page 31**

Aura Round Table | 820844 | **Page 23**

Black Diamond Stool | 71088 | **Page 14**

Soho Black Top Bistro | 36" Round - 72068 | **Page 18**



## POWERED

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

### POWERED SEATING

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

black vinyl **810120**

36"L 30"D 33"H



Power Panel Detail



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

black vinyl **830122**

62"L 30"D 33"H



Power Panel Detail



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

black vinyl **830121**

87"L 30"D 33"H

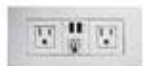


Power Panel Detail

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

white vinyl **81021**

37"L 31"D 33"H



Power Panel Detail



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

white vinyl **83017**

78"L 31"D 33"H



Power Panel Detail

\*Electrical power must be ordered separately



## POWERED TABLES

**VENTURA COMMUNAL  
BAR TABLE POWERED\*** **SELECT**  
black **820950**

72.25"L 26.25"D 42"H

**VENTURA COMMUNAL  
BAR TABLE POWERED\*** **SELECT**  
white **820955**

72.25"L 26.25"D 42"H



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

72"L 26"D 30"H



**G30 CAFÉ TABLE,  
W/ GROMMETS  
POWERED\*** **SELECT**  
white top **82069**

72"L 26"D 30"H

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

60"L 30"D 30"H



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

48"L 26"D 18"H

## POWERED PRODUCT PEDESTALS

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

24"L 24"D 36"H

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

24"L 24"D 42"H



Power Panel Detail

## BANQUETTE

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

38" Round 51"H

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



\*Electrical power must be ordered separately

POWERED

## STORAGE

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

16"L 20"D 28"H



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

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

15"W 29"L 28"H

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

15"W 29"L 50"H



**POSH SHELVEING  
W/ CHROME FRAME** **ESSENTIALS**  
*white* **85020**

36"W 18"L 72"H



## REFRIGERATOR



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

19"W 19"L 34"H



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

28"L 28"D 64"H

## LIGHTING



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

16" Round 26"H



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

18" Round 55"H

*\*Electrical power must be ordered separately*

# DISPLAY

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

## DISPLAY CYLINDERS **ESSENTIALS**

black

low **75020**

30"W 15"H

medium **75021**

18"W 20"H

high **75022**

24"W 36"H

Available in rectangular sizes.



## DISPLAY CUBES **ESSENTIALS**

black

12" small **75030**

12"W 12"L 42"H

18" medium **75031**

18"W 18"L 36"H

24" large **75032**

24"W 24"L 42"H



## ORION COMPUTER KIOSK **ESSENTIALS**

black **75079**

28"L 28"D 40.5"H

Computer not included.



## DISPLAY COUNTER **ESSENTIALS**

black **72056**

24"W 49"L 42"H



## ACCESSORIES

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

### TABLET STAND

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

white **850714**

black **850715**

14"L 13"D 44.5"H

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



### TABLET STAND ACCESSORIES

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

black **850711**

8.625"L 1.1"D 11.325"H

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

black **850712**

3.3"L 1.9"D 5.28"H

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

black **850713**

14.85"L 7.17"D 1"H



\*To be ordered with the tablet stand

## ACCESSORIES

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

42"H

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

Holds 22" x 66" sign

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

17"W 17"L 57"H

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



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

10"W 55"H

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

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

8 1/4"W (21"W at the base) x 69 1/2"H

### BRUSHED ALUMINUM EASEL **ESSENTIALS** 220134

When open 5 1/4" (W) x 64 1/4" (H) 26"W x 62"H

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

1"W (3" at center) x 41" H x 26"W



### SPECIAL DRAPING (not pictured)

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



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

48"W 96"L 78"H



### CORRUGATED WASTEBASKET **ESSENTIALS** 220106



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

# FREEMAN

2170 S. Towne Centre Place, Ste 100  
Anaheim, CA 92806  
(714) 254-3410 Fax: (469) 621-5606



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

## Naples Group - Black Vinyl

_____	810119*	Chair.....	728.80	801.70	1,020.30	_____
_____	830120*	Loveseat.....	980.45	1,078.50	1,372.65	_____
_____	830119*	Sofa.....	1,089.45	1,198.40	1,525.25	_____

## Munich Group - Gray Fabric

_____	810150*	Corner Chair.....	731.00	804.10	1,023.40	_____
_____	810151*	Armless Chair.....	638.10	701.90	893.35	_____
_____	830200*	Armless Loveseat.....	1,071.75	1,178.95	1,500.45	_____
_____	830201*	Sectional - 3 Piece.....	2,440.85	2,684.95	3,417.20	_____

## Baja Group - White Vinyl

_____	81050*	Chair.....	727.90	800.70	1,019.05	_____
_____	83020*	Loveseat.....	774.40	851.85	1,084.15	_____

## South Beach Group - Platinum Suede

_____	8301*	Sofa.....	949.55	1,044.50	1,329.35	_____
_____	8151*	Ottoman.....	417.00	458.70	583.80	_____

## Key Largo Group - Black Fabric

_____	830950*	Loveseat.....	766.25	842.90	1,072.75	_____
_____	830951*	Sofa.....	851.85	937.05	1,192.60	_____
_____	810950*	Chair.....	585.45	644.00	819.65	_____

## Allegro Group - Blue Fabric

_____	81019*	Chair.....	758.90	834.80	1,062.45	_____
_____	83015*	Sofa.....	1,211.15	1,332.25	1,695.60	_____

## Fairfax Group - White Vinyl

_____	810949*	Chair.....	493.80	543.20	691.30	_____
_____	830949*	Sofa.....	788.00	866.80	1,103.20	_____

## Hopi Group - Gray Linen

_____	810140*	Chair.....	327.50	360.25	458.50	_____
_____	830150*	Loveseat.....	415.85	457.45	582.20	_____

## Tangiers Group - Beige Fabric

_____	810118*	Chair.....	646.20	710.80	904.70	_____
_____	830220*	Loveseat.....	901.35	991.50	1,261.90	_____
_____	830118*	Sofa.....	909.10	1,000.00	1,272.75	_____

## CASUAL SEATING

### Ottomans

_____	815122*	Endless Square - White Vinyl.....	453.00	498.30	634.20	_____
_____	815123*	Endless Square - Black Vinyl.....	453.00	498.30	634.20	_____
_____	815953*	Endless Curve - White Vinyl.....	642.35	706.60	899.30	_____
_____	815952*	Endless Curve - Black Vinyl.....	642.35	706.60	899.30	_____
_____	815119*	Half-Bench - White Vinyl.....	518.85	570.75	726.40	_____
_____	81518*	Vibe Cube - Blue Vinyl.....	214.15	235.55	299.80	_____
_____	81519*	Vibe Cube - Red Vinyl.....	214.15	235.55	299.80	_____

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Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
<b>CASUAL SEATING (cont'd)</b>						
_____	81525*	Vibe Cube - Orange Vinyl.....	214.15	235.55	299.80	_____
_____	81520*	Vibe Cube - Pink Vinyl.....	214.15	235.55	299.80	_____
_____	81517*	Vibe Cube - Yellow Vinyl.....	214.15	235.55	299.80	_____
_____	81530*	Vibe Cube - Black Vinyl.....	214.15	235.55	299.80	_____
_____	81531*	Vibe Cube - White Vinyl.....	214.15	235.55	299.80	_____
_____	81532*	Vibe Cube - Steel Blue Vinyl.....	214.15	235.55	299.80	_____
_____	81533*	Vibe Cube - Silver Vinyl.....	214.15	235.55	299.80	_____
_____	81534*	Vibe Cube - Purple Vinyl.....	214.15	235.55	299.80	_____
_____	815151*	Marche Swivel - Gray Fabric.....	320.15	352.15	448.20	_____
_____	815154*	Marche Swivel - Red Fabric.....	320.15	352.15	448.20	_____
_____	815159*	Marche Swivel - Blue Fabric.....	320.15	352.15	448.20	_____
_____	815152*	Marche Swivel - Linen Fabric.....	320.15	352.15	448.20	_____
_____	815157*	Marche Swivel - Meadow Green Fabric.....	320.15	352.15	448.20	_____
_____	815158*	Marche Swivel - Pear Yellow Fabric.....	320.15	352.15	448.20	_____
_____	815156*	Marche Swivel - Plum Fabric.....	320.15	352.15	448.20	_____
_____	815153*	Marche Swivel - Raspberry Fabric.....	320.15	352.15	448.20	_____
_____	815155*	Marche Swivel - Rose Quartz Fabric.....	320.15	352.15	448.20	_____
_____	815150*	Marche Swivel - White Vinyl.....	320.15	352.15	448.20	_____
_____	81526*	Edge LED Cube - High Density Plastic.....	308.05	338.85	431.25	_____
<b>Banquettes</b>						
_____	8506*	Center Cone w/Electrical Charging Outlet.....	921.50	1,013.65	1,290.10	_____
_____	8507*	Quarter Curve Ottoman.....	609.15	670.05	852.80	_____
<b>Beverly Bench Ottomans</b>						
_____	81550*	Black Vinyl.....	542.05	596.25	758.85	_____
_____	81551*	Brown Fabric.....	542.05	596.25	758.85	_____
_____	81552*	Gray Fabric.....	542.05	596.25	758.85	_____
_____	81553*	Linen Fabric.....	542.05	596.25	758.85	_____
_____	81554*	Ocean Blue Fabric.....	542.05	596.25	758.85	_____
_____	81555*	Red Fabric.....	542.05	596.25	758.85	_____
_____	81556*	White Vinyl.....	542.05	596.25	758.85	_____
<b>Occasional Chairs</b>						
_____	71089	Black Diamond Side Chair.....	154.00	169.40	215.60	_____
_____	71090	Black Diamond Arm Chair.....	180.80	198.90	253.10	_____
_____	810861*	Laguna Chair - Maple/Chrome.....	192.90	212.20	270.05	_____
_____	210108	Limerick® Chair by Herman Miller.....	101.50	111.65	142.10	_____
_____	8102*	Madrid Chair - Black Vinyl/Chrome.....	1,185.85	1,304.45	1,660.20	_____
_____	810816*	Madrid Chair - White Vinyl/Chrome.....	1,185.85	1,304.45	1,660.20	_____
_____	810948*	Meeting Chair - White Vinyl.....	428.30	471.15	599.60	_____
_____	810835*	Meeting Chair - Espresso Vinyl.....	326.80	359.50	457.50	_____
_____	810836*	Meeting Chair - Taupe Microfiber.....	428.30	471.15	599.60	_____
_____	8103*	Key West Tub Chair - Black Fabric.....	592.95	652.25	830.15	_____
_____	810843*	Madden Chair - Light Gray Vinyl.....	645.65	710.20	903.90	_____

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Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
<b>Occasional Chairs (cont.)</b>						
	810131*	Malba Chair - Gray Molded Plastic.....	143.50	157.85	200.90	
	810130*	Malba Chair - Green Molded Plastic.....	143.50	157.85	200.90	
	810846*	Christopher Chair - White Vinyl/Chrome.....	180.35	198.40	252.50	
	810851*	Zenith Chair - White/Chrome.....	224.45	246.90	314.25	
	810841*	Rustique Chair - Gunmetal.....	187.90	206.70	263.05	
	810837*	Razor Armless Chair - White High Density Plastic....	88.40	97.25	123.75	
	810875*	Swanson Swivel Chair - White Vinyl.....	353.10	388.40	494.35	
	810811*	Berlin Stack Chair - White & Red Plastic/Chrome....	165.30	181.85	231.40	
	810810*	Berlin Stack Chair - White & Black Plastic/Chrome...	165.30	181.85	231.40	
	810847*	Wendy Chair - Clear Acrylic.....	181.20	199.30	253.70	
<b>Conference Chairs</b>						
	71046	Gray Gaslift Chair With Arms.....	308.15	338.95	431.40	
	71045	Gray Gaslift Chair Without Arms.....	291.45	320.60	408.05	
	810874*	La Brea Swivel Chair - Charcoal Gray Fabric.....	469.60	516.55	657.45	
	81063*	Altura Conference/Guest Chair - Black Fabric/Black Steel.....	474.75	522.25	664.65	
	810844*	Pro Executive High Back Chair - White Vinyl.....	428.25	471.10	599.55	
	810946*	Pro Executive High Back Chair - Black Vinyl.....	428.25	471.10	599.55	
	810945*	Pro Executive Mid Back Chair - White Vinyl.....	504.45	554.90	706.25	
	810944*	Pro Executive Mid Back Chair - Black Vinyl.....	504.45	554.90	706.25	
	810947*	Pro Executive Guest Chair - Black Vinyl.....	522.95	575.25	732.15	
<b>Bars &amp; Barstools</b>						
	8501*	Martini Bar.....	1,909.25	2,100.20	2,672.95	
	71088	Black Diamond Stool.....	180.80	198.90	253.10	
	71048	Gray Gaslift Stool with Arms.....	341.75	375.95	478.45	
	71047	Gray Gaslift Stool without Arms.....	325.10	357.60	455.15	
	810860*	Laguna Barstool - Maple/Chrome.....	242.95	267.25	340.15	
	210109	Limerick® Stool by Herman Miller.....	154.00	169.40	215.60	
	810872*	Lift Barstool - Gray Vinyl/Chrome.....	246.75	271.45	345.45	
	810873*	Lift Barstool - Red Vinyl/Chrome.....	246.75	271.45	345.45	
	810871*	Lift Barstool - Black Vinyl/Chrome.....	246.75	271.45	345.45	
	810870*	Lift Barstool - White Vinyl/Chrome.....	246.75	271.45	345.45	
	810951*	Apex Barstool - Black Vinyl.....	331.50	364.65	464.10	
	810952*	Apex Barstool - Blue Ultra Suede.....	331.50	364.65	464.10	
	810953*	Apex Barstool - Red Vinyl.....	331.50	364.65	464.10	
	810954*	Apex Barstool - White Vinyl.....	331.50	364.65	464.10	
	810103*	Banana Barstool - White Vinyl/Chrome.....	283.40	311.75	396.75	
	810104*	Banana Barstool - Black Vinyl/Chrome.....	283.40	311.75	396.75	
	810850*	Zenith Barstool - White/Chrome.....	224.45	246.90	314.25	
	810840*	Zoey Barstool - White Vinyl/Chrome.....	456.75	502.45	639.45	
	810834*	Zoey Barstool - Black Vinyl/Chrome.....	456.75	502.45	639.45	
	810848*	Christopher Barstool - White.....	301.80	332.00	422.50	
	810202*	Shark Swivel Barstool - White Plastic/Chrome.....	508.40	559.25	711.75	
	810839*	Rustique Barstool - Gunmetal.....	187.90	206.70	263.05	
	810200*	Oslo Barstool - Blue Plastic/Chrome.....	354.25	389.70	495.95	
	810201*	Oslo Barstool - White Plastic/Chrome.....	354.25	389.70	495.95	

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Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
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**Draped Tables & Counters****Draped Tables** - Tables are 24" wide
☐ Black ☐ Blue ☐ Brown ☐ Green ☐ Flax  
☐ Gold ☐ Gray ☐ Plum ☐ Red ☐ White

_____	124330	Draped Table 3'L x 30"H.....	152.70	167.95	213.80	_____
_____	124430	Draped Table 4'L x 30"H.....	152.70	167.95	213.80	_____
_____	124630	Draped Table 6'L x 30"H.....	178.75	196.65	250.25	_____
_____	124830	Draped Table 8'L x 30"H.....	199.75	219.75	279.65	_____
_____	12404630	4th Side Drape 6'L x 30"H.....	64.05	70.45	89.65	_____
_____	12404830	4th Side Drape 8'L x 30"H.....	64.05	70.45	89.65	_____
_____	124342	Draped Counter 3'L x 42"H.....	178.80	196.70	250.30	_____
_____	124442	Draped Counter 4'L x 42"H.....	178.80	196.70	250.30	_____
_____	124642	Draped Counter 6'L x 42"H.....	208.00	228.80	291.20	_____
_____	124842	Draped Counter 8'L x 42"H.....	235.80	259.40	330.10	_____
_____	12404642	4th Side Drape 6'L x 42"H.....	81.90	90.10	114.65	_____
_____	12404842	4th Side Drape 8'L x 42"H.....	81.90	90.10	114.65	_____

**Undraped Tables & Counters**

_____	125330	Undraped Table 3'L x 30"H.....	91.10	100.20	127.55	_____
_____	125430	Undraped Table 4'L x 30"H.....	91.10	100.20	127.55	_____
_____	125630	Undraped Table 6'L x 30"H.....	99.95	109.95	139.95	_____
_____	125830	Undraped Table 8'L x 30"H.....	110.30	121.35	154.40	_____
_____	125342	Undraped Counter 3'L x 42"H.....	99.95	109.95	139.95	_____
_____	125442	Undraped Counter 4'L x 42"H.....	99.95	109.95	139.95	_____
_____	125642	Undraped Counter 6'L x 42"H.....	110.30	121.35	154.40	_____
_____	125842	Undraped Counter 8'L x 42"H.....	118.70	130.55	166.20	_____

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

_____	1504100	Black 4'L x 7"H Corrugated Riser.....	29.25	32.20	40.95	_____
_____	1504101	White 4'L x 7"H Corrugated Riser.....	29.25	32.20	40.95	_____
_____	1506100	Black 6'L x 7"H Corrugated Riser.....	34.25	37.70	47.95	_____
_____	1506101	White 6'L x 7"H Corrugated Riser.....	34.25	37.70	47.95	_____
_____	1508100	Black 8'L x 7"H Corrugated Riser.....	39.50	43.45	55.30	_____
_____	1508101	White 8'L x 7"H Corrugated Riser.....	39.50	43.45	55.30	_____
_____	1504200	Black 4'L x 14"H Corrugated Riser.....	44.75	49.25	62.65	_____
_____	1504201	White 4'L x 14"H Corrugated Riser.....	44.75	49.25	62.65	_____
_____	1506200	Black 6'L x 14"H Corrugated Riser.....	54.75	60.25	76.65	_____
_____	1506201	White 6'L x 14"H Corrugated Riser.....	54.75	60.25	76.65	_____
_____	1508200	Black 8'L x 14"H Corrugated Riser.....	64.75	71.25	90.65	_____
_____	1508201	White 8'L x 14"H Corrugated Riser.....	64.75	71.25	90.65	_____

**Pedestal Tables - Soho Series**

_____	72069	Black Top Cafe Table - 30"H x 24"W.....	190.75	209.85	267.05	_____
_____	72067	Black Top Cafe Table - 30"H x 36"W.....	246.80	271.50	345.50	_____
_____	72066	Black Top Mini Table - 18"H x 18"W.....	132.50	145.75	185.50	_____
_____	72070	Black Top Bistro Table - 42"H x 24"W.....	251.00	276.10	351.40	_____
_____	72068	Black Top Bistro Table - 42"H x 36"W.....	280.85	308.95	393.20	_____

**Pedestal Tables - Chelsea Series**

_____	72063	Butcher Block Top Cafe Table - 30"H x 30"W.....	246.80	271.50	345.50	_____
_____	72064	Butcher Block Top Cafe Table - 30"H x 36"W.....	246.80	271.50	345.50	_____

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Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
<b>Pedestal Tables - Chelsea Series (continued)</b>						
	720163	Butcher Block Top Bistro Table - 42"H x 30"W.....	280.85	308.95	393.20	
	720164	Butcher Block Top Bistro Table - 42"H x 36"W.....	280.85	308.95	393.20	
<b>Pedestal Tables</b>						
	8201208*	Hydraulic Base Cafe Table - Maple.....	496.60	546.25	695.25	
	8201207*	Hydraulic Base Bar Table - Maple.....	521.55	573.70	730.15	
	8201203**	Standard Base Cafe Table - Blue Steel.....	347.35	382.10	486.30	
	8201204**	Standard Base Bar Table - Blue Steel.....	440.70	484.75	617.00	
	8201209*	Hydraulic Base Cafe Table - Graphite.....	557.30	613.05	780.20	
	8201211*	Hydraulic Base Bar Table - Graphite.....	571.60	628.75	800.25	
	8201206*	Hydraulic Base Cafe Table - Maple.....	553.75	609.15	775.25	
	8201205*	Hydraulic Base Bar Table - Maple.....	564.45	620.90	790.25	
	820126*	Hydraulic Base Cafe Table - White Laminate.....	570.35	627.40	798.50	
	820125*	Hydraulic Base Bar Table - White Laminate.....	596.05	655.65	834.45	
	820241*	Madison Hydraulic Base Cafe Table - Gray Acajou.	471.05	518.15	659.45	
	820240*	Madison Hydraulic Base Bar Table - Gray Acajou...	471.05	518.15	659.45	
	820265*	Madison Cafe Table - Gray Acajou.....	353.20	388.50	494.50	
	820264*	Madison Bar Table - Gray Acajou.....	386.35	425.00	540.90	
	8201220*	30" Cafe Table Black Base - White Laminate.....	315.95	347.55	442.35	
	8201221*	30" Bar Table Black Base - White Laminate.....	337.65	371.40	472.70	
	8201222*	30" Bar Table Chrome Base - White Laminate.....	486.30	534.95	680.80	
	8201223*	30" Cafe Table Chrome Base - White Laminate.....	486.30	534.95	680.80	
	820920*	30" Bar Table Chrome Hydraulic Base - Red.....	374.80	412.30	524.70	
	820921*	30" Cafe Table Chrome Hydraulic Base - Red.....	374.80	412.30	524.70	
	820922*	30" Bar Table Chrome Hydraulic Base - Gray.....	374.80	412.30	524.70	
	820923*	30" Cafe Table Chrome Hydraulic Base - Gray.....	374.80	412.30	524.70	
	820924*	30" Bar Table Chrome Hydraulic Base - Silver.....	458.45	504.30	641.85	
	820925*	30" Cafe Table Chrome Hydraulic Base - Silver.....	458.45	504.30	641.85	
<b>Occasional, End &amp; Cocktail Tables</b>						
	82015*	Silverado End Table - Tempered Glass/Painted Steel.....	383.15	421.45	536.40	
	82014*	Silverado Cocktail Table - Tempered Glass/Painted Steel.....	405.70	446.25	568.00	
	820252*	Alondra End Table - Glass/Chrome.....	327.50	360.25	458.50	
	820250*	Alondra Cocktail Table - Glass/Chrome.....	452.60	497.85	633.65	
	820253*	Alondra End Table - Wood/Chrome.....	327.50	360.25	458.50	
	820251*	Alondra Cocktail Table - Wood/Chrome.....	452.60	497.85	633.65	
	8201224*	Atomic 36" Round Table - Glass/Chrome.....	424.35	466.80	594.10	
	8201225*	Atomic 42" Round Table - Glass/Chrome.....	424.35	466.80	594.10	
	82028*	Geo End Table - Wood/Black Steel.....	386.35	425.00	540.90	
	82027*	Geo Cocktail Table - Wood/Black Steel.....	393.70	433.05	551.20	
	82035*	Geo End Table - Glass/Chrome.....	296.75	326.45	415.45	
	82034*	Geo Cocktail Table - Glass/Chrome.....	330.60	363.65	462.85	
	82054*	Sydney End Table - Black Laminate/Brushed Steel..	356.90	392.60	499.65	
	82055*	Sydney End Table - White Laminate/Brushed Steel..	356.90	392.60	499.65	
	82052*	Sydney Cocktail Table - Black Laminate/Brushed Steel.....	432.05	475.25	604.85	
	82053*	Sydney Cocktail Table - White Laminate/Brushed Steel.....	432.05	475.25	604.85	

NAME OF SHOW: **60TH ASH Annual Meeting & Exposition / December 1 - 4, 2018**COMPANY NAME: \_\_\_\_\_ BOOTH #: \_\_\_\_\_ BOOTH SIZE: **X**

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

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

For Assistance, please call (714) 254-3410 to speak with one of our experts.

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

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
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**Occasional, End & Cocktail Tables (continued)**

_____	82075*	Regis End Table - Brushed Metal.....	342.35	376.60	479.30	_____
_____	82074*	Regis Bench Table - Brushed Metal.....	484.15	532.55	677.80	_____
_____	820844*	Aura Round Table - White Metal.....	200.25	220.30	280.35	_____
_____	82057*	Edge LED Cube Table-White Plastic/Clear Acrylic....	308.05	338.85	431.25	_____
_____	82043*	Geo Square-Round Table - Glass/Black Steel.....	337.85	371.65	473.00	_____
_____	82044*	Geo Square-Round Table - Glass/Chrome.....	337.85	371.65	473.00	_____
_____	82088*	Oliver End Table - Walnut Finish.....	241.30	265.45	337.80	_____
_____	82087*	Oliver Table - Walnut Finish.....	260.90	287.00	365.25	_____
_____	8201226*	Rustique Square Metal Bar Table - Gray.....	371.70	408.85	520.40	_____

**Conference Tables**

_____	82041*	Geo Conference Table - Glass/Black Steel.....	563.50	619.85	788.90	_____
_____	82051*	Geo Conference Table - Glass/Chrome.....	586.05	644.65	820.45	_____
_____	820260*	Madison Conference Table - Gray Acajou.....	603.45	663.80	844.85	_____
_____	820708*	42" Round Conference Table - White Laminate.....	585.45	644.00	819.65	_____
_____	820203*	6' Oval Conference Table - Graphite Nebula.....	694.50	763.95	972.30	_____
_____	820261*	Madison 5' Conference Table - Gray Acajou.....	732.25	805.50	1,025.15	_____
_____	820262*	Madison 8' Conference Table - Gray Acajou.....	1,460.80	1,606.90	2,045.10	_____
_____	820263*	Madison 10' Conference Table - Gray Acajou.....	1,460.80	1,606.90	2,045.10	_____
_____	82058*	G30 Cafe Table - Maple w/ Grommets.....	770.10	847.10	1,078.15	_____
_____	82067*	G30 Cafe Table - Maple.....	770.10	847.10	1,078.15	_____
_____	82063*	G30 Cafe Table - White.....	770.10	847.10	1,078.15	_____
_____	820951*	Ventura Bar Table - Maple w/ Grommets.....	919.95	1,011.95	1,287.95	_____
_____	820952*	Ventura Communal Bar Table - Black.....	901.35	991.50	1,261.90	_____
_____	820953*	Ventura Bar Table - White w/ Grommets.....	919.95	1,011.95	1,287.95	_____
_____	820954*	Ventura Communal Bar Table - Maple.....	919.95	1,011.95	1,287.95	_____
_____	820956*	Ventura Communal Bar Table - White.....	919.95	1,011.95	1,287.95	_____

**Office**

_____	84075*	Madison Desk - Gray Acajou.....	637.15	700.85	892.00	_____
_____	84077*	Madison Credenza - Gray Acajou.....	675.85	743.45	946.20	_____
_____	84078*	Madison Bookcase - Gray Acajou.....	386.00	424.60	540.40	_____

**Computer Desks/Tables**

_____	820706*	Work Desk - White Laminate.....	504.45	554.90	706.25	_____
_____	820707*	Merlin Table - Gray Laminate.....	524.65	577.10	734.50	_____

**POWERED****Powered Seating**

_____	810120*	Naples Chair, Powered - Black Vinyl.....	997.65	1,097.40	1,396.70	_____
_____	830122*	Naples Loveseat, Powered - Black Vinyl.....	1,339.45	1,473.40	1,875.25	_____
_____	830121*	Naples Sofa, Powered - Black Vinyl.....	1,542.05	1,696.25	2,158.85	_____
_____	81021*	Roma Chair, Powered - White Vinyl.....	997.65	1,097.40	1,396.70	_____
_____	83017*	Roma Sofa, Powered - White Vinyl.....	1,542.05	1,696.25	2,158.85	_____

**Powered Tables**

_____	820950*	Ventura Communal Bar Table, Powered - Black.....	1,115.10	1,226.60	1,561.15	_____
_____	820955*	Ventura Communal Bar Table, Powered - White.....	1,012.90	1,114.20	1,418.05	_____
_____	82071*	G30 Cafe Table, Powered - White.....	909.00	999.90	1,272.60	_____
_____	82069*	G30 Cafe Table w/ Grommets, Powered - White.....	613.30	674.65	858.60	_____

FREEMAN furnishings

Take advantage of the Online price  
by ordering at [www.freeman.com](http://www.freeman.com) before  
NOVEMBER 14, 2018

NAME OF SHOW: **60TH ASH Annual Meeting & Exposition / December 1 - 4, 2018**

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

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

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

For Assistance, please call (714) 254-3410 to speak with one of our experts.

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

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

### Powered Tables (continued)

_____	84083*	Tech Desk w/ 3 Drawer File Cabinet, Powered - Black Metal.....	889.30	978.25	1,245.00	_____
_____	84084*	Tech Desk, Powered - Black Metal.....	779.90	857.90	1,091.85	_____
_____	82076*	Sydney Cocktail Table, Powered - Black.....	603.65	664.00	845.10	_____
_____	82073*	Sydney Cocktail Table, Powered - White.....	603.65	664.00	845.10	_____

### Powered Product Pedestals

_____	85060*	Powered Locking Pedestal 36" H, Black.....	727.20	799.90	1,018.10	_____
_____	85061*	Powered Locking Pedestal 36" H, White.....	727.20	799.90	1,018.10	_____
_____	85062*	Powered Locking Pedestal 42" H, Black.....	869.00	955.90	1,216.60	_____
_____	85063*	Powered Locking Pedestal 42" H, White.....	869.00	955.90	1,216.60	_____

## DISPLAY & ACCESSORIES

### Product Storage

_____	84080*	3 Door File Cabinet on Castors - Black .....	271.45	298.60	380.05	_____
_____	74082	File Cabinet w/Lock - Two Drawer - Standard Size..	241.30	265.45	337.80	_____
_____	74081	File Cabinet w/Lock - Four Drawer - Standard Size..	331.05	364.15	463.45	_____
_____	85020*	Posh Shelving w/ Chrome Frame - White.....	678.35	746.20	949.70	_____

### Refrigerator

_____	75057	Small Refrigerator.....	482.20	530.40	675.10	_____
_____	8503001*	Refrigerator - White.....	1,177.50	1,295.25	1,648.50	_____

### Lighting

_____	850707*	Mason Table Lamp - White/Brushed Silver.....	240.45	264.50	336.65	_____
_____	850708*	Mason Floor Lamp - White/Brushed Silver.....	353.10	388.40	494.35	_____

### Display

_____	75020	Display Cylinder - Black - Low.....	218.65	240.50	306.10	_____
_____	75021	Display Cylinder - Black - Medium.....	234.95	258.45	328.95	_____
_____	75022	Display Cylinder - Black - High.....	265.10	291.60	371.15	_____
_____	75030	Display Cube - Black - 12" Small.....	280.85	308.95	393.20	_____
_____	75031	Display Cube - Black - 18" Medium.....	301.05	331.15	421.45	_____
_____	75032	Display Cube - Black - 24" Large.....	341.40	375.55	477.95	_____
_____	75079	Orion Computer Kiosk - Black.....	439.85	483.85	615.80	_____
_____	72056	Display Counter - Black.....	522.25	574.50	731.15	_____

### Tablet Stand

_____	850714*	Mobile Tablet Stand - White.....	423.55	465.90	592.95	_____
_____	850715*	Mobile Tablet Stand - Black.....	423.55	465.90	592.95	_____

### Tablet Stand Accessories

_____	850711*	Brochure Holder - Black.....	45.05	49.55	63.05	_____
_____	850712*	Wireless Printer Holder - Black.....	45.05	49.55	63.05	_____
_____	850713*	Charging Shelf - Black.....	45.05	49.55	63.05	_____

### Accessories

_____	220121	Chrome Stanchion w/ 8' Retractable Belt.....	170.45	187.50	238.65	_____
_____	220118	Chrome Sign Holder.....	170.45	187.50	238.65	_____
_____	750135	Round Literature Rack.....	245.00	269.50	343.00	_____
_____	750136	Flat Literature Rack.....	216.85	238.55	303.60	_____



NAME OF SHOW: **60TH ASH Annual Meeting & Exposition / December 1 - 4, 2018**

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

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

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

For Assistance, please call (714) 254-3410 to speak with one of our experts.

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

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
<b>DISPLAY &amp; ACCESSORIES</b>						
Accessories (continued)						
_____	220109	Chrome Coat Tree.....	81.95	90.15	114.75	_____
_____	220134	Aluminum Easel.....	67.35	74.10	94.30	_____
_____	220110	Chrome Bag Rack.....	98.20	108.00	137.50	_____
_____	10201484	Floor Standing Bulletin Board.....	373.45	410.80	522.85	_____
_____	220106	Corrugated Wastebasket.....	29.25	32.20	40.95	_____
_____	220107	Wastebasket.....	33.95	37.35	47.55	_____

#### Special Drape

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

_____	12103	Special Drape 3'H (per ft.).....	22.65	24.90	31.70	_____
_____	12108	Special Drape 8'H (per ft.).....	24.25	26.70	33.95	_____

TOTAL COST			
_____	+	_____	= _____
Sub-Total		7.75% Tax	Total Cost

Taxes: Due to varying taxes across counties and cities for various categories, applicable taxes will be applied to your order accordingly based on the jurisdictions of the show city.

\*Asterisk indicates item is a Freeman Select furnishing

Take advantage of the Online price  
by ordering at [www.freeman.com](http://www.freeman.com) before  
**NOVEMBER 14, 2018**

# FREEMAN

2170 S. Towne Centre Place, Ste 100  
Anaheim, CA 92806  
(714) 254-3410 Fax: (469) 621-5602



**ONLINE PRICE  
DISCOUNT PRICE  
DEADLINE DATE  
NOVEMBER 14, 2018**

**INCLUDE THE FREEMAN METHOD OF  
PAYMENT FORM WITH YOUR ORDER**

NAME OF SHOW: **60TH ASH Annual Meeting & Exposition / December 1 - 4, 2018**

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

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

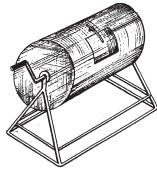
E-MAIL ADDRESS \_\_\_\_\_

For Assistance, please call (714) 254-3410 to speak with one of our experts.

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## ACCESSORIES

### TICKET TUMBLER



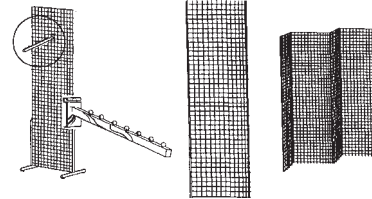
Brass finish table top model,  
23"H x 20"W x 18"D.

### SAFETY CONTAINER



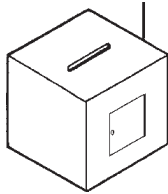
82"H x 44"W x 48"D

### GRID PANELS



Chrome 7-way waterfall.  
Chrome 24" X 96"-Prices are per Panel.

### BALLOT BOX



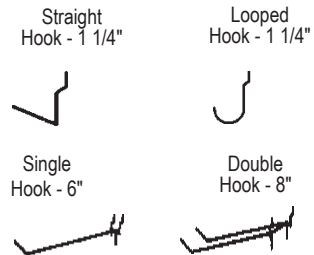
White Only  
12" x 12" Square.

### FISH BOWL

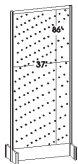


Water & Goldfish not included.

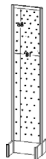
### PERFBOARD HOOKS



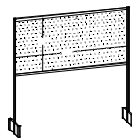
### PERFBOARD (push pins cannot be used)



Vertical-  
1mx8'H  
37" x 86"  
of usable surface  
per panel.



Vertical-1/2mx8'H  
18" X 86"  
of usable surface per  
panel.



Horizontal-90"Lx6'H  
37" x 86"  
of usable surface per  
panel.

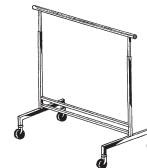
### GARMENT RACKS



Chrome 2 Arm  
Waterfall



Chrome 4 Arm  
Waterfall  
5'-6"H Adjustable



Chrome  
4 1/2'-6'H adjustable  
x 4'w

### MISCELLANEOUS

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
	159011	Ticket Tumbler Table Top ...	106.95	117.65	149.75	
	151010	Safety Container.....	509.60	560.55	713.45	
	103028	Grid Panel .....	177.35	195.10	248.30	
	1030107	Grid Panel Rack 7 Way Waterfall	24.50	26.95	34.30	
	10407	Garment Rack .....	152.55	167.80	213.55	
	10402	Garment Rack 2 Arm Waterfall	140.25	154.30	196.35	
	10404	Garment Rack 4 Arm Waterfall	166.80	183.50	233.50	
	15905	Fish Bowl.....	65.50	72.05	91.70	
	159020	Ballot Box .....	106.95	117.65	149.75	

Don't see what you need?

Please call an Exhibitor Sales Specialist at (714) 254-3410.

### PERFBOARD

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
	10201282	Double Sided Vert 1/2M x 8'	223.35	245.70	312.70	
	10201482	Double Sided Vert 1M x 8'...	375.05	412.55	525.05	
	10201088	Double Sided Horz 90" x 6'	375.05	412.55	525.05	
	10201	Straight Hook 1 1/2" .....	4.15	4.55	5.80	
	10202	Looped Hook 1 1/4" .....	4.15	4.55	5.80	
	10203	Single Hook 6" .....	5.35	5.90	7.50	
	10204	Double Hook 8" .....	6.25	6.90	8.75	

### TOTAL COST

Sub-Total \_\_\_\_\_ + Tax (7.75%) \_\_\_\_\_ = TOTAL \_\_\_\_\_

FREEMAN accessories

Take advantage of the Online price  
by ordering at [www.freeman.com](http://www.freeman.com)  
before NOVEMBER 14, 2018

# FREEMAN

2170 S. Towne Centre Place, Ste 100  
Anaheim, CA 92806  
(714) 254-3410 Fax: (469) 621-5602



**ONLINE PRICE  
DISCOUNT PRICE  
DEADLINE DATE  
NOVEMBER 14, 2018**

**INCLUDE THE FREEMAN METHOD OF  
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NAME OF SHOW: **60TH ASH Annual Meeting & Exposition / December 1 - 4, 2018**

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

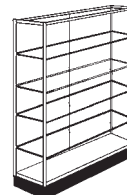
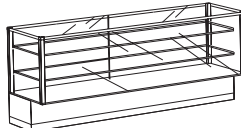
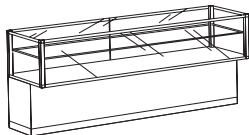
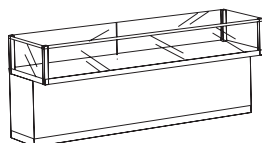
CONTACT NAME: \_\_\_\_\_ PHONE #: \_\_\_\_\_

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

For Assistance, please call (714) 254-3410 to speak with one of our experts.

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

## SHOWCASES



### QUARTERVIEW

### HALFVIEW

### FULLVIEW CASE

### WALL DISPLAY SHOWCASE

#### STANDARD WHITE LINE (FLUORESCENT)

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
Fluorescent Lighting. Solid Sides (1/2 & 1/4 view). White formica exterior. Closed storage. Sliding Doors with locks (no mirrors).						
_____	101043	Full View 4' .....	604.90	665.40	846.85	_____
_____	101051	Full View 5' .....	604.90	665.40	846.85	_____
_____	101061	Full View 6' .....	604.90	665.40	846.85	_____
_____	101042	Half View 4' .....	604.90	665.40	846.85	_____
_____	101050	Half View 5' .....	604.90	665.40	846.85	_____
_____	101060	Half View 6' .....	604.90	665.40	846.85	_____
_____	101090	Half View 34" Corner.....	659.10	725.00	922.75	_____
_____	101044	Quarter View 4' .....	604.90	665.40	846.85	_____
_____	101052	Quarter View 5' .....	604.90	665.40	846.85	_____
_____	101062	Quarter View 6' .....	604.90	665.40	846.85	_____
_____	101092	Quarter View 34" Corner	659.10	725.00	922.75	_____

#### WALL DISPLAY SHOWCASES

Fluorescent Lighting. Solid Sides. White formica exterior. Glass Sliding Doors. Adjustable Shelves. See through or Front View.

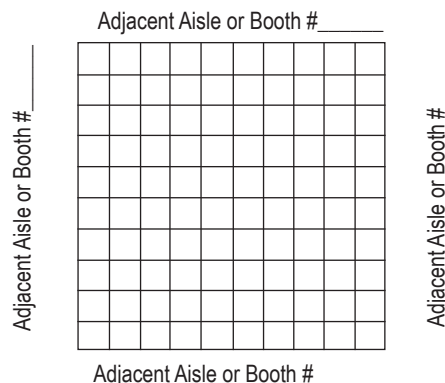
_____	1010203	Wall (Front View) .....	726.25	798.90	1,016.75	_____
84"H x 70"W x 18"D						
_____	1010204	Wall (See Through) .....	726.25	798.90	1,016.75	_____
84"H x 70"W x 19"D						

Remember to order in advance to save time, money and ensure availability. Rental prices are for the duration of the show and include delivery to and removal from your booth space.

#### DESIGNER LINE (FLUORESCENT)

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
Fluorescent Lighting. Brushed Silver Frame. Textured Gray Formica Exterior. Mirrored Sliding Doors w/Lock. Glass Sides. Rear Storage w/Locked Sliding Doors.						
_____	1012401	Half View 4' .....	678.10	745.90	949.35	_____
_____	1012501	Half View 5' .....	678.10	745.90	949.35	_____
_____	1012601	Half View 6' .....	678.10	745.90	949.35	_____
_____	101212	Half View 34" Corner.....	726.25	798.90	1,016.75	_____
_____	1012400	Quarter View 4' .....	678.10	745.90	949.35	_____
_____	1012500	Quarter View 5' .....	678.10	745.90	949.35	_____
_____	1012600	Quarter View 6' .....	678.10	745.90	949.35	_____
_____	101214	Quarter View 34" Corner	726.25	798.90	1,016.75	_____

Please use diagram below to indicate the placement of showcase(s) within your booth space.



Electrical service and extension cords are **NOT INCLUDED**. For electrical services, please refer to the electrical services order forms located in this manual.

#### TOTAL COST

Sub-Total \_\_\_\_\_ + Tax (7.75%) \_\_\_\_\_ = TOTAL \_\_\_\_\_



# FROM THE GROUND UP

.....

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

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



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

## PRESTIGE CARPET

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

Freeman's prestige carpet packages include new 10-foot-wide carpet, delivery, Visqueen covering, installation, carpet tape, carpet removal and all carpet material handling fees. Prestige carpet is one time use. The carpet for your booth will be brand new and recycled at the end of the show. Price includes environmentally friendly disposal of carpet after usage. Foam carpet padding is available for a minimal fee. If you have a large order, please contact us to see if volume discounts may apply.

### Custom Options

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



*black\**



*cardinal*



*charcoal\**



*cream*



*gray pearl\**



*navy\**



*toast*



*wedgewood*



*white\**

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

## CLASSIC CARPET

### Custom Cut

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

Freeman Classic carpet is reused a minimum of four times before retired from inventory and recycled. Darker colored carpets such as black and gray, as well as the two-toned carpet are made of 20-25% recycled content.

### Standard Cut

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



*black*



*blue*



*gray*



*green*



*latte*



*midnight blue*



*plum*



*red*



*red pepper*



*tuxedo*

**Actual colors may vary slightly**



# FREEMAN

2170 S. Towne Centre Place, Ste 100  
Anaheim, CA 92806  
(714) 254-3410 Fax: (469) 621-5606



ONLINE PRICE  
DISCOUNT PRICE  
DEADLINE DATE  
NOVEMBER 14, 2018

INCLUDE THE FREEMAN METHOD OF  
PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **60TH ASH Annual Meeting & Exposition / December 1 - 4, 2018**

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

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

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

For Assistance, please call (714) 254-3410 to speak with one of our experts.

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

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

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

## 10' CLASSIC CARPET , PADDING & PLASTIC COVERING

CHOOSE YOUR CARPET COLOR:

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

Qty	Description	Online Price	Discount Price	Standard Price	Total
_____	10' x 10' Classic Carpet .....	\$ 328.90	\$ 361.80	\$ 460.45	_____
_____	10' x 20' Classic Carpet .....	\$ 657.80	\$ 723.60	\$ 920.90	_____
_____	10' x 30' Classic Carpet .....	\$ 986.70	\$ 1,085.35	\$ 1,381.40	_____
_____	10' x 40' Classic Carpet .....	\$ 1,315.60	\$ 1,447.15	\$ 1,841.85	_____
_____	10' x 10' Carpet Padding - Single Layer.....	\$ 133.60	\$ 146.95	\$ 187.05	_____
_____	10' x 20' Carpet Padding - Single Layer.....	\$ 267.20	\$ 293.90	\$ 374.10	_____
_____	10' x 30' Carpet Padding - Single Layer.....	\$ 400.80	\$ 440.90	\$ 561.10	_____
_____	10' x 40' Carpet Padding - Single Layer.....	\$ 534.40	\$ 587.85	\$ 748.15	_____
_____	10' x 10' Carpet Padding - Double Layer.....	\$ 267.20	\$ 293.90	\$ 374.10	_____
_____	10' x 20' Carpet Padding - Double Layer.....	\$ 534.40	\$ 587.85	\$ 748.15	_____
_____	10' x 30' Carpet Padding - Double Layer.....	\$ 801.60	\$ 881.75	\$ 1,122.25	_____
_____	10' x 40' Carpet Padding - Double Layer.....	\$ 1,068.80	\$ 1,175.70	\$ 1,496.30	_____
_____	Plastic Covering (price per sq. ft.).....	\$ 1.10	\$ 1.20	\$ 1.55	_____

## 9' CLASSIC CARPET , PADDING & PLASTIC COVERING

CHOOSE YOUR CARPET COLOR:

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

Qty	Description	Online Price	Discount Price	Standard Price	Total
_____	9' x 10' Classic Carpet .....	\$ 219.75	\$ 241.75	\$ 307.65	_____
_____	9' x 20' Classic Carpet .....	\$ 439.25	\$ 483.20	\$ 614.95	_____
_____	9' x 30' Classic Carpet .....	\$ 659.25	\$ 725.20	\$ 922.95	_____
_____	9' x 40' Classic Carpet .....	\$ 879.00	\$ 966.90	\$ 1,230.60	_____
_____	9' x 10' Carpet Padding - Single Layer.....	\$ 120.25	\$ 132.30	\$ 168.35	_____
_____	9' x 20' Carpet Padding - Single Layer.....	\$ 240.50	\$ 264.55	\$ 336.70	_____
_____	9' x 30' Carpet Padding - Single Layer.....	\$ 360.75	\$ 396.85	\$ 505.05	_____
_____	9' x 40' Carpet Padding - Single Layer.....	\$ 481.00	\$ 529.10	\$ 673.40	_____
_____	9' x 10' Carpet Padding - Double Layer.....	\$ 240.50	\$ 264.55	\$ 336.70	_____
_____	9' x 20' Carpet Padding - Double Layer.....	\$ 481.00	\$ 529.10	\$ 673.40	_____
_____	9' x 30' Carpet Padding - Double Layer.....	\$ 721.50	\$ 793.65	\$ 1,010.10	_____
_____	9' x 40' Carpet Padding - Double Layer.....	\$ 962.00	\$ 1,058.20	\$ 1,346.80	_____
_____	Plastic Covering (price per sq. ft.).....	\$ 1.10	\$ 1.20	\$ 1.55	_____

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

TOTAL COST			
Sub- Total	+	7.75% Tax	= Total Cost

FREEMAN standard size carpet

Take advantage of the Online price  
by ordering at [www.freeman.com](http://www.freeman.com)  
before NOVEMBER 14, 2018



# FREEMAN

2170 S. Towne Centre Place, Ste 100  
Anaheim, CA 92806  
(714) 254-3410 Fax: (469) 621-5606



ONLINE PRICE  
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NAME OF SHOW: **60TH ASH Annual Meeting & Exposition / December 1 - 4, 2018**

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

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

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

For Assistance, please call **(714) 254-3410** to speak with one of our experts.

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

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

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

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

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

Sample: Booth Size: 10 x 25 = 250 sq. ft. @ \$ **3.50**

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

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

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

Per sq. ft.	Booth Size: _____ x _____ = _____ sq. ft. @	Online Price	Discount Price	Standard Price	Total
		\$ <b>3.50</b>	\$ <b>3.85</b>	\$ <b>4.90</b>	_____

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

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

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

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

	Booth Size: _____ x _____ = _____ sq. ft. @	Online Price	Discount Price	Standard Price	Total
<b>1 - 700 sq. ft.</b>		\$ <b>3.50</b>	\$ <b>3.85</b>	\$ <b>4.90</b>	_____
<b>Over 700 sq. ft.</b>		\$ <b>4.35</b>	\$ <b>4.80</b>	\$ <b>6.10</b>	_____

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

☐ Black ☐ Charcoal ☐ Gray Pearl ☐ Navy ☐ White

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

	Booth Size: _____ x _____ = _____ sq. ft. @	Online Price	Discount Price	Standard Price	Total
<b>1 - 700 sq. ft.</b>		\$ <b>5.55</b>	\$ <b>6.10</b>	\$ <b>7.75</b>	_____
<b>Over 700 sq. ft.</b>		\$ <b>5.20</b>	\$ <b>5.70</b>	\$ <b>7.30</b>	_____

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

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

Sample: Booth Size: 10 x 25 = 250 sq. ft. @ \$ **1.40**

Qty	Description	Price per sq. ft. (90 sq. ft. minimum)	Online Price	Discount Price	Standard Price	Total
_____	Carpet Padding -1/2" (90 - 700 sq. ft.)		\$ <b>1.40</b>	\$ <b>1.55</b>	\$ <b>1.95</b>	_____
_____	Carpet Padding-1/2" (Over 700 sq. ft.)		\$ <b>1.25</b>	\$ <b>1.40</b>	\$ <b>1.75</b>	_____
_____	Double Carpet Padding - 1/2" (90 - 700 sq. ft.)		\$ <b>2.80</b>	\$ <b>3.10</b>	\$ <b>3.90</b>	_____
_____	Double Carpet Padding -1/2" (Over 700 sq. ft.)		\$ <b>2.50</b>	\$ <b>2.75</b>	\$ <b>3.50</b>	_____

### TOTAL COST

Sub- Total	+	7.75% Tax	=	Total Cost
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Take advantage of the Online price  
by ordering at [www.freeman.com](http://www.freeman.com)  
before NOVEMBER 14, 2018

FREEMAN cut to size carpet

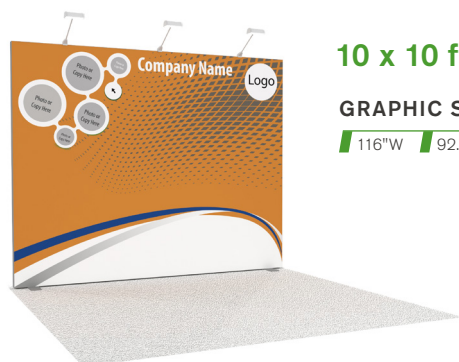
# FIT TO PRINT

SmartFabric® is a triple-layered fabric made of 100 percent polyester that's ideal for printed graphics. It's an extremely versatile all-in-one fabric and has been treated to meet NFPA 701 small-scale flammability standards. This lightweight material provides an easy way to make a big impact and has a small shipping footprint to reduce your shipping cost and carbon emissions.



\* Client to provide print-ready artwork, or Freeman can design artwork for an additional fee.

## SMARTFABRIC® RENTAL EXHIBITS



**10 x 10 ft. unit**

**GRAPHIC SIZE**

116"W 92.5"H



**10 x 20 ft. unit**

**GRAPHIC SIZE**

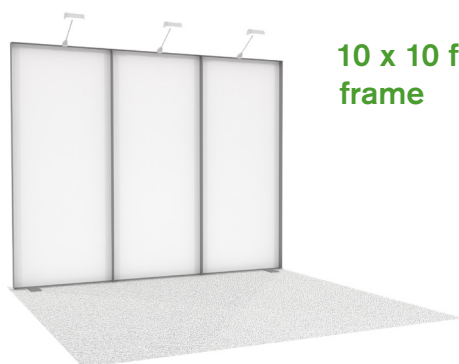
233.5"W 92.5"H

### RENTAL EXHIBITS INCLUDE:

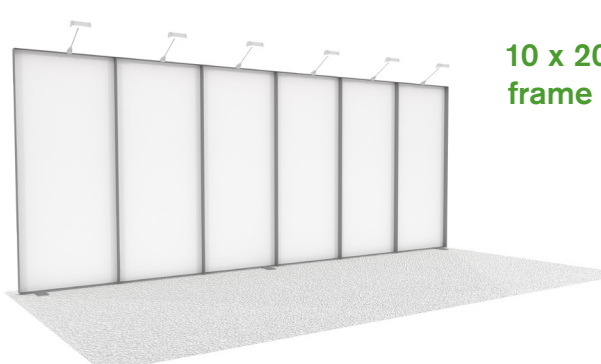
- Custom Fabric Graphic\* with zippered carrying case (fabric graphic purchased to keep)
- Rental Frame, a 100% recyclable structure
- 9' x 10' or 9' x 20' Classic Carpet (color selections on page 3)
- Exhibit Installation & Dismantle
- Exhibit Material Handling
- Nightly Vacuuming
- 3 Arm Lights per 10' Booth
- 6 Arm Lights per 20' Booth
- Power for lights only

## FRAME ONLY UNIT

If you rented a SmartFabric booth previously, you own the graphic. For subsequent shows, all you need to do is rent the frame. We will install your fabric graphic over the frame.\*\*



**10 x 10 ft.  
frame**



**10 x 20 ft.  
frame**

### RENTAL EXHIBITS INCLUDE:

- Rental Frame
- 9' x 10' or 9' x 20' Classic Carpet (color selections on page 3)
- Exhibit Installation & Dismantle
- Exhibit Material Handling
- Nightly Vacuuming
- 3 Arm Lights per 10' Booth
- 6 Arm Lights per 20' Booth
- Power for lights only

\*Client to provide print-ready artwork, or Freeman can design artwork for an additional fee. \*\*Only Freeman SmartFabric will be installed on the frame.

## CLASSIC CARPET

Freeman Classic carpet is reused a minimum of four times before being retired from inventory and recycled. Darker-colored carpets such as black and gray, as well as two-toned carpets, are made of 20-25 percent recycled content.

**9' x 10' or 9' x 20' (16 oz.)** – Color Options Included with Rental Package Options



black



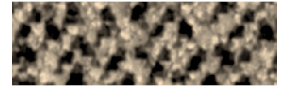
blue



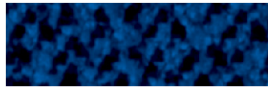
gray



green



latte



midnight blue



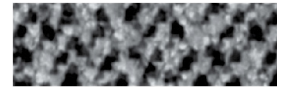
plum



red



red pepper



tuxedo

*9' carpet is laid toward the front edge, leaving 1' at the back of the booth for utility port access. Actual colors may vary slightly.*

## PRESTIGE CARPET

Prestige carpet is for one time use. The carpet for your booth will be brand new and recycled at the end of the show. Renting carpet from Freeman minimizes your shipping footprint.

**(28 oz.)** – Available Upgrade Color Options



black\*



cardinal



charcoal\*



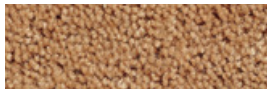
cream



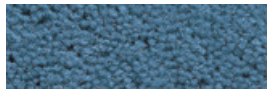
gray pearl\*



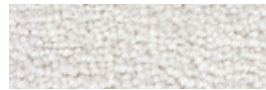
navy\*



toast



wedgewood



white\*

*\*Colors available in both 28 oz. and 40 oz. Actual colors may vary slightly.*

## OPTIONAL ACCESSORIES

### SMARTFABRIC® ZIPPERED CARRYING CASE

20"W 8"H 16"D

One SmartFabric zipper bag is included with purchase.



### CLEAR ACRYLIC SHELF

36"W .25"H 12"D

(holds up to 15 lbs each)



## CUSTOM GRAPHICS

An exhibitor sales specialist will contact you to review the process for providing your own graphic files or options for using our graphic design services to design your back wall.

## FREEMAN SUSTAINABILITY FOCUS



This solution is a clean footprint booth. This rental unit includes a 100 percent recyclable aluminum frame. All flooring, lighting, furniture, and booth structure will go back into inventory to be reused or recycled.

**F R E E M A N**



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

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

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

For Assistance, please call (714) 254-3410 to speak with one of our experts.

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

## SMARTFABRIC EXHIBIT

SmartFabric Exhibits provide a custom printed fabric graphic to keep and reuse on future events.



### SmartFabric Rental Exhibit Includes:

- 116.5" X 92.5" Custom Fabric Graphic (Purchased item to keep)
- Carrying Case for Graphic (To carry the purchased fabric graphic)
- Classic Carpet 9' X 10' or 9' X 20' (Select color below)
- Installation & Dismantle of Exhibit
- Material Handling of Exhibit
- Nightly Vacuuming
- 3-Arm Lights (per 10 ft.)
- Power for LIGHTS only

Classic Carpet: ☐ Black ☐ Blue ☐ Gray ☐ Green ☐ Latte  
☐ Midnight Blue ☐ Plum ☐ Red ☐ Red Pepper ☐ Tuxedo

Qty	Description	Discount	Standard	Total
_____	10' x 10' SmartFabric Exhibit.....	\$ 2,155.00	\$ 3,017.00	_____
_____	10' x 20' SmartFabric Exhibit.....	\$ 4,155.00	\$ 5,817.00	_____

## CUSTOM GRAPHICS

A Freeman Exhibitor Sales Specialist will be contacting you to review the process for providing graphic files and helpful tips that will ensure a successful graphic print.

## FRAME ONLY UNIT

The SmartFabric frame only unit is for exhibitors who have previously rented the SmartFabric exhibit (above) and have the fabric graphic ready for reuse. If you need a new graphic made, please select the SmartFabric Rental Exhibit (above). No fabric graphics will be printed without the rental unit.



### Frame Only Unit Includes:

- Classic Carpet 9' X 10' or 9' X 20' (Select color below)
- Installation & Dismantle of Exhibit
- Material Handling of Exhibit
- Nightly Vacuuming
- 3-Arm Lights (per 10 ft.)
- Power for LIGHTS only

Classic Carpet: ☐ Black ☐ Blue ☐ Gray ☐ Green ☐ Latte  
☐ Midnight Blue ☐ Plum ☐ Red ☐ Red Pepper ☐ Tuxedo

Qty	Description	Discount	Standard	Total
_____	10' x 10' Frame Only Unit.....	\$ 1,410.00	\$ 1,974.00	_____
_____	10' x 20' Frame Only Unit.....	\$ 2,350.00	\$ 3,290.00	_____

## ACCESSORIES

Qty	Description	Discount	Standard	Total
_____	SmartFabric Arm Light .....	\$ 65.00	\$ 91.00	_____
_____	SmartFabric Acrylic Shelf (supports up to 15 lbs).....	\$ 150.00	\$ 210.00	_____
_____	SmartFabric Carrying Case (purchase).....	\$ 20.00	\$ 28.00	_____

## QUICK TIPS

• Orders received after the deadline or without payment will be charged the Standard price and are subject to availability. All graphics are subject to a 100% cancellation charge once production begins.

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

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

### TOTAL COST

Sub-Total	+	7.75 % Tax	=	Total Cost
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# RENTAL EXHIBITS THAT IMPRESS

---

When it comes to designing your exhibit, effective solutions don't require expensive investments. Take the stress out of your upcoming show with a rental exhibit from Freeman. With quality rental options that meet your budget requirements, we'll have you exhibit ready at a moment's notice, without the hassle of ownership.

## PACKAGE 1



10 X 20



10 X 10

## PACKAGE 1 UPGRADE OPTIONS

With Graphics and Cabinet

10 X 10



# FREEMAN

## PACKAGE 2



10 X 20



10 X 10

## PACKAGE 3



10 X 20



10 X 10

## PACKAGE 4



10 X 20



10 X 10

## PACKAGE 2 UPGRADE OPTIONS

With Graphics and Cabinet

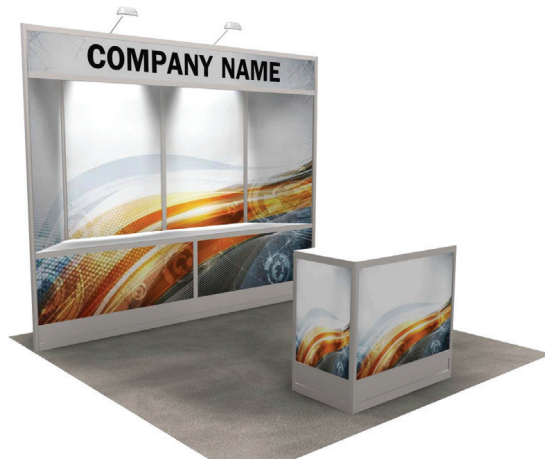
10 X 10



## PACKAGE 3 UPGRADE OPTIONS

With Graphics and Cabinet

10 X 10



## PACKAGE 4 UPGRADE OPTIONS

With Graphics and Cabinet

10 X 10



# FREEMAN

## PACKAGE 5



10 X 20



10 X 10

## PACKAGE 6



10 X 20



10 X 10

## PACKAGE 5 UPGRADE OPTIONS

With Graphics and Cabinet

10 X 10



## PACKAGE 6 UPGRADE OPTIONS

With Graphics and Cabinet

10 X 10





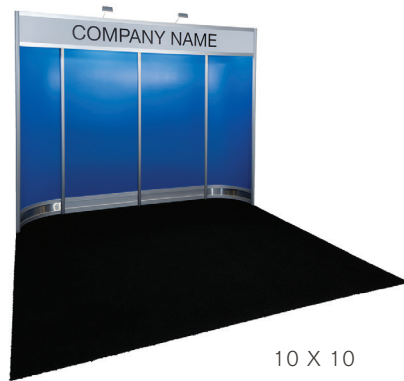
# FREEMAN

There are upgrade options available that allow you to change the panels to slatwall, add shelves, change the metal color and add cabinets as a storage option with the dual purpose of a reception counter.



10 X 10

**SLATWALL**



10 X 10

**COLORED PANELS**



10 X 10

**SHELVES**



10 X 10

**BLACK METAL**



**CABINETS**



## Booth Panel Options – Color Options Included with Rental Package



black fabric



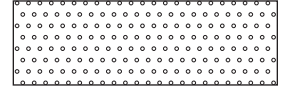
blue fabric



gray fabric



white



white perforboard

**Classic Carpet (16 oz.)** – Color Options Included with Rental Package Options. Darker colored Classic carpet is made of 25-50% recycled content.



black



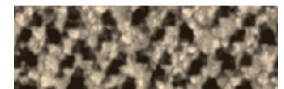
blue



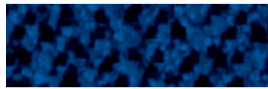
gray



green



latte



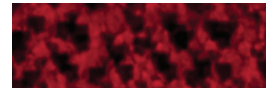
midnight blue



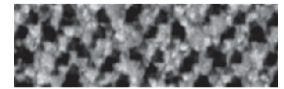
plum



red



red pepper



tuxedo

**9' carpet is laid toward the front edge, leaving 1' at the back of the booth for utility port access. Actual colors may vary slightly.**

## Prestige Carpet (28 oz.) – Available Upgrade Color Options



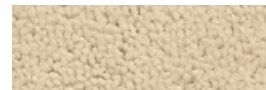
black\*



cardinal



charcoal\*



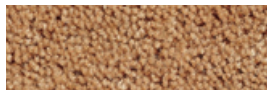
cream



gray pearl\*



navy\*



toast



wedgewood



white\*

**\*Colors available in both 28 oz. and 40 oz. Actual colors may vary slightly.**

## Rental Exhibits Include:

- 9x10 or 9x20 Classic Carpet
- Exhibit Installation & Dismantle
- Exhibit Material Handling
- Nightly Vacuuming
- 2-arm lights per 10' Booth
- Power (500 watts) for LIGHTS only (and Labor to hang lights)

## questions?

All packages can be customized or modified to fit your specific needs. To speak with an Exhibitor Sales Specialist, call the number listed on the Quick Facts.



## “CLEAN FOOTPRINT” MATERIALS

When you select “Clean Footprint” materials for your booth we will use only materials that can be reused or recycled. All flooring, lighting, furniture, and booth structure will go back into inventory to be reused again. Your personalized graphic panels used in the booth will be printed on reusable and 100% recyclable substrate such as Freeman honeycomb, conerd board and reboard. Using a Freeman rental unit includes 100% recyclable aluminum in the structure and virtually eliminates your shipping footprint and carbon emissions.

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

For Assistance, please call **(714) 254-3410** to speak with one of our experts.

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

**All Exhibits Include:** installation & dismantle of exhibit, material handling of exhibit, 9' x 10' or 9' x 20' classic carpet with nightly vacuuming, 2 arm lights (per 10' unit), power (500 watts) for lights ONLY and labor to hang arm lights.

To place your order, please check the appropriate box and complete the remaining selections at the bottom of the form.

## RENTAL EXHIBITS

		Discount Price	Standard Price		Discount Price	Standard Price
Package 1	<input type="checkbox"/> 10' x 10'	3,472.95	4,862.15	<input type="checkbox"/> 10' x 20'	6,598.60	9,238.05
Package 2	<input type="checkbox"/> 10' x 10'	2,068.70	2,896.20	<input type="checkbox"/> 10' x 20'	3,930.55	5,502.75
Package 3	<input type="checkbox"/> 10' x 10'	2,787.10	3,901.95	<input type="checkbox"/> 10' x 20'	5,295.50	7,413.70
Package 4	<input type="checkbox"/> 10' x 10'	2,957.70	4,140.80	<input type="checkbox"/> 10' x 20'	5,619.65	7,867.50
Package 5	<input type="checkbox"/> 10' x 10'	2,613.25	3,658.55	<input type="checkbox"/> 10' x 20'	4,965.20	6,951.30
Package 6	<input type="checkbox"/> 10' x 10'	2,725.60	3,815.85	<input type="checkbox"/> 10' x 20'	5,178.65	7,250.10

## CHOOSE YOUR PANEL

☐ Black Fabric ☐ Blue Fabric ☐ Gray Fabric ☐ White Hardwall ☐ White Perfboard

## CARPET

Our Classic Carpet and nightly vacuuming are included in the price of your Rental Exhibit. The following colors are available:

Check color choice

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

You may want to add padding or upgrade your carpet to one of our 15 designer colors in our PRESTIGE carpet line. Now available in **28 oz.** and **40 oz.** weight. Refer to our enclosed Carpet order form for color selections and pricing.

## LIGHTING

Each Rental Exhibit includes 2 Arm Lights (per 10' unit).

Note: Power and labor to hang the lights are included in our standard rental exhibit package price. Power consumption not to exceed 500 Watts.

Additional power must be ordered separately.

## HEADER IDENTIFICATION SIGN

Indicate which color lettering you would like. We have a wide variety of standard colors available:

☐ Black ☐ Blue ☐ Brown ☐ Burgundy ☐ PMS Color \_\_\_\_\_  
☐ Red ☐ Teal ☐ White ☐ Green ☐ Font Type \_\_\_\_\_

Indicate exactly how you want your company name to appear:

\*Unless font type is indicated, Helvetica will be used.

## ENHANCE YOUR EXHIBIT

Enhance your exhibit and have an Exhibitor Sales Specialist contact you for pricing by checking any of the following boxes:

☐ Slatwall & Shelves ☐ Cabinets & Counters ☐ Specialty Colored Metal ☐ Recyclable Graphics  
☐ Colored Panels ☐ Creating a Custom Exhibit ☐ Graphics & Custom Logo ☐ White Eco-Board

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

TOTAL COST		
Sub-Total	+	7.75 % Tax
	=	Total Cost

# FREEMAN

2170 S. Towne Centre Place, Ste 100  
Anaheim, CA 92806  
(714) 254-3410 Fax: (469) 621-5606



DISCOUNT PRICE  
DEADLINE DATE  
NOVEMBER 14, 2018

INCLUDE THE FREEMAN METHOD OF  
PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **60TH ASH Annual Meeting & Exposition / December 1 - 4, 2018**

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

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

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

For Assistance, please call (714) 254-3410 to speak with one of our experts.

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

## ACCESSORIES FOR RENTAL UNITS

<b>LIGHTS (use only on rentals)</b> 	<b>SHELVES (use only on rentals)</b> 	<b>CABINETS</b> 
<b>GONDOLAS</b> 	<b>RADIUS CABINET (does not have doors)</b> 	<b>LITERATURE POCKETS</b> 

Qty	Part #	Description	Discount Price	Standard Price	Total
<b>LIGHT FIXTURES</b>					
<b>(electrical service &amp; labor to install lights not included)</b>					
_____	172512	Arm Light .....	181.25	253.75	_____
_____	172514	4' Tracklight (3 lights)	485.80	680.10	_____
_____	17252	Halogen Light .....	N/A	N/A	_____

<b>CABINETS &amp; LOCKS</b>					
<b>Cabinets</b>					
<input type="checkbox"/> Black Fabric <input type="checkbox"/> Blue Fabric <input type="checkbox"/> Gray Fabric <input type="checkbox"/> White PVC					
_____	17305	1M x 1/2M x 36" High.....	632.15	885.00	_____
_____	17306	1M x 1/2M x 42" High.....	632.15	885.00	_____
_____	17308	2M x 1/2M x 36" High.....	868.50	1,215.90	_____
_____	17309	2M x 1/2M x 42" High.....	868.50	1,215.90	_____
_____	173010	1M Radius x 1/2M x 36" High.	947.10	1,325.95	_____
_____	173011	1M Radius x 1/2M x 42" High..	947.10	1,325.95	_____
(Radius Cabinets do not have doors)					
_____	17301	Cabinet Lock .....	37.55	52.55	_____
Inside Shelves Available ..... Quoted on Request					

Qty	Part #	Description	Discount Price	Standard Price	Total
<b>GONDOLAS</b>					
<b>Gondolas</b>					
<input type="checkbox"/> Blue Fabric <input type="checkbox"/> Gray Fabric <input type="checkbox"/> Perfbord <input type="checkbox"/> White PVC					
_____	174541	Single Sided 1M x 4' High...	542.35	759.30	_____
_____	174542	Double Sided 1M x 4' High..	943.20	1,320.50	_____
_____	174581	Single Sided 1M x 8' High...	1,084.85	1,518.80	_____
_____	174582	Double Sided 1M x 8' High..	1,886.35	2,640.90	_____

<b>SHELVES</b>					
_____	17201	1M Straight (37" x 12") .....	114.20	159.90	_____
_____	17206	1M Angled (37" x 12") .....	142.10	198.95	_____

<b>LITERATURE POCKETS</b>					
_____	174015	For 8 1/2 x 11 Literature .....	54.45	76.25	_____

<b>TOTAL COST</b>					
_____	Sub-Total	+	7.75% Tax	=	_____ Total Cost

Don't see what you need?  
Please call Exhibitor Sales at (714) 254-3410.

# FLEXING TO FIT YOUR NEEDS

.....

TotalFlex® provides the ability to configure exhibits to fit your space, budget and vision from show to show. Available for rent or for purchase, this pop-up display is versatile, lightweight and durable, and setup can be completed without tools in only a few minutes.



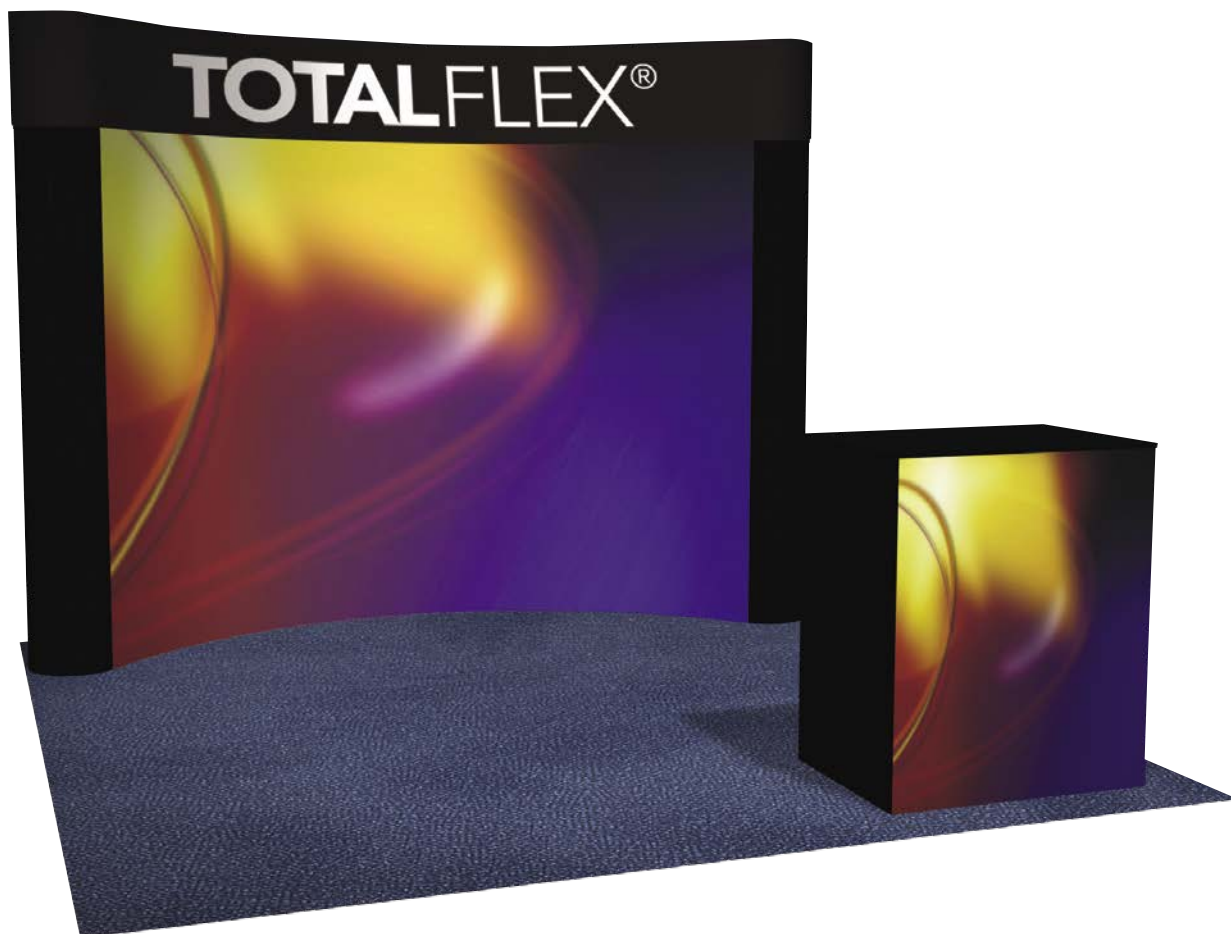
Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to [www.freeman.com](http://www.freeman.com)



The TotalFlex® solution is the most versatile exhibit option available:

- Floor unit cases easily convert into a podium.
- Velcro-compatible fabric panels available in a wide selection of colors.
- Compatible with shelves, lights and other innovative trade show accessories.
- Available in a variety of sizes for rent or purchase, including a tabletop version (shown on front).
- Freeman offers full graphic and logo design solutions.\*
- All TotalFlex® rental units include installation & dismantling of display system, material handling, 9'x10' or 9'x20' Classic Carpet with nightly vacuuming, 200-watt halogen lights (1 light for the table-top unit, 2 lights per 8x10 unit) as well as power and labor to hang them.

*\*Graphic design elements are priced separately and not included with TotalFlex® order.*



#### FLOOR UNITS

10'w x 8'h Floor Standing Unit

20'w x 8'h Floor Standing Unit

#### TABLE TOP UNITS

6'w x 40"h Table Top Unit

8'w x 40"h Table Top Unit

# FREEMAN

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

For Assistance, please call (714) 254-3410 to speak with one of our experts.

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

## TABLETOP UNIT



### RENTAL

Size	Discount Price	Standard Price	QTY	TOTAL
40"H x 6'W	1,288.40	1,803.75	_____	_____
40"H x 8'W	1,472.40	2,061.35	_____	_____

### PURCHASE\*

Size	Discount Price	Standard Price	QTY	TOTAL
40"H x 6'W	1,565.75	2,192.05	_____	_____
40"H x 8'W	1,751.25	2,451.75	_____	_____

\*Shipping Not Included

### Rental Units Include:

Draped Table (select color below)  
Classic Carpet 9' X 10' (select color below)  
Installation & Dismantle of Exhibit  
Material Handling of Exhibit  
Nightly Vacuuming  
1-200 Watt Halogen Light (Power (500 watts) for LIGHTS only and Labor to hang lights)

### Purchase Units Include:

1-Case  
One Time Installation & Dismantle

Header Identification Sign - (white with black text) Indicate copy below:

Fabric Panel Colors for All Units: ☐ Black ☐ Gray ☐ Blue

\*Other Colors Also Available for Purchase Units

9' x 10' Classic Carpet: ☐ Black ☐ Blue ☐ Green ☐ Gray  
☐ Latte ☐ Midnight Blue ☐ Plum ☐ Red ☐ Red Pepper ☐ Tuxedo

### Table Drape:

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

## FLOOR UNIT



### RENTAL

Size	Discount Price	Standard Price	QTY	TOTAL
8'H x 8'W	2,028.65	2,840.10	_____	_____
8'H x 10'W	2,393.35	3,350.70	_____	_____

### PURCHASE\*

Size	Discount Price	Standard Price	QTY	TOTAL
8'H x 8'W	3,325.00	4,655.00	_____	_____
8'H x 10'W	3,876.60	5,427.25	_____	_____

\*Shipping Not Included

### Rental Units Include:

Classic Carpet 9' X 10' (select color below)  
Installation & Dismantle of Exhibit  
Material Handling of Exhibit  
Nightly Vacuuming  
1-Podium - 8'H X 10'W unit only  
2-200 Watt Halogen Lights (Power (500 watts) for LIGHTS only and Labor to hang lights)

### Purchase Units Include:

2-Cases  
One Time Installation & Dismantle  
1-Podium - 8'H X 10'W unit only

Header Identification Sign - (white with black text) Indicate copy below:

Fabric Panel Colors for All Units: ☐ Black ☐ Gray ☐ Blue

\*Other Colors Also Available for Purchase Units

9' x 10' Classic Carpet: ☐ Black ☐ Blue ☐ Green ☐ Gray  
☐ Latte ☐ Midnight Blue ☐ Plum ☐ Red ☐ Red Pepper ☐ Tuxedo

• All Classic carpet contain recycled content and are recyclable.

## CUSTOM GRAPHIC / PHOTO PANELS

☐ Our custom graphic panels can dramatically enhance your exhibit's appearance.

Please check the box to have an Exhibitor Sales Specialist contact you to assist in creating a unique exhibit.

OPTIONAL ACCESSORIES				RENTAL			PURCHASE			
Part #	Description	Qty	Discount Price	Standard Price	Total		Qty	Discount Price	Standard Price	Total
1715800	2-200 Watt Halogen Light Kit	_____	231.35	323.90	_____		_____	329.45	461.25	_____
1715801	1-200 Watt Halogen Light Kit	_____	119.60	167.45	_____		_____	240.55	336.75	_____
1715802	Straight Shelf	_____	91.95	128.75	_____		_____	167.05	233.85	_____
1715803	Angled Shelf	_____	91.95	128.75	_____		_____	167.05	233.85	_____

## QUICK TIPS

\* If shipping literature or products, material handling rates will apply.

\* Order in advance to save time, money and ensure availability. Orders received after the deadline date or without payment will be charged the Standard Price.

### PURCHASE UNITS TOTAL COST

Sub-Total + 7.75% Tax = Total Cost

### RENTAL UNITS TOTAL COST

Sub-Total + 7.75% Tax = Total Cost

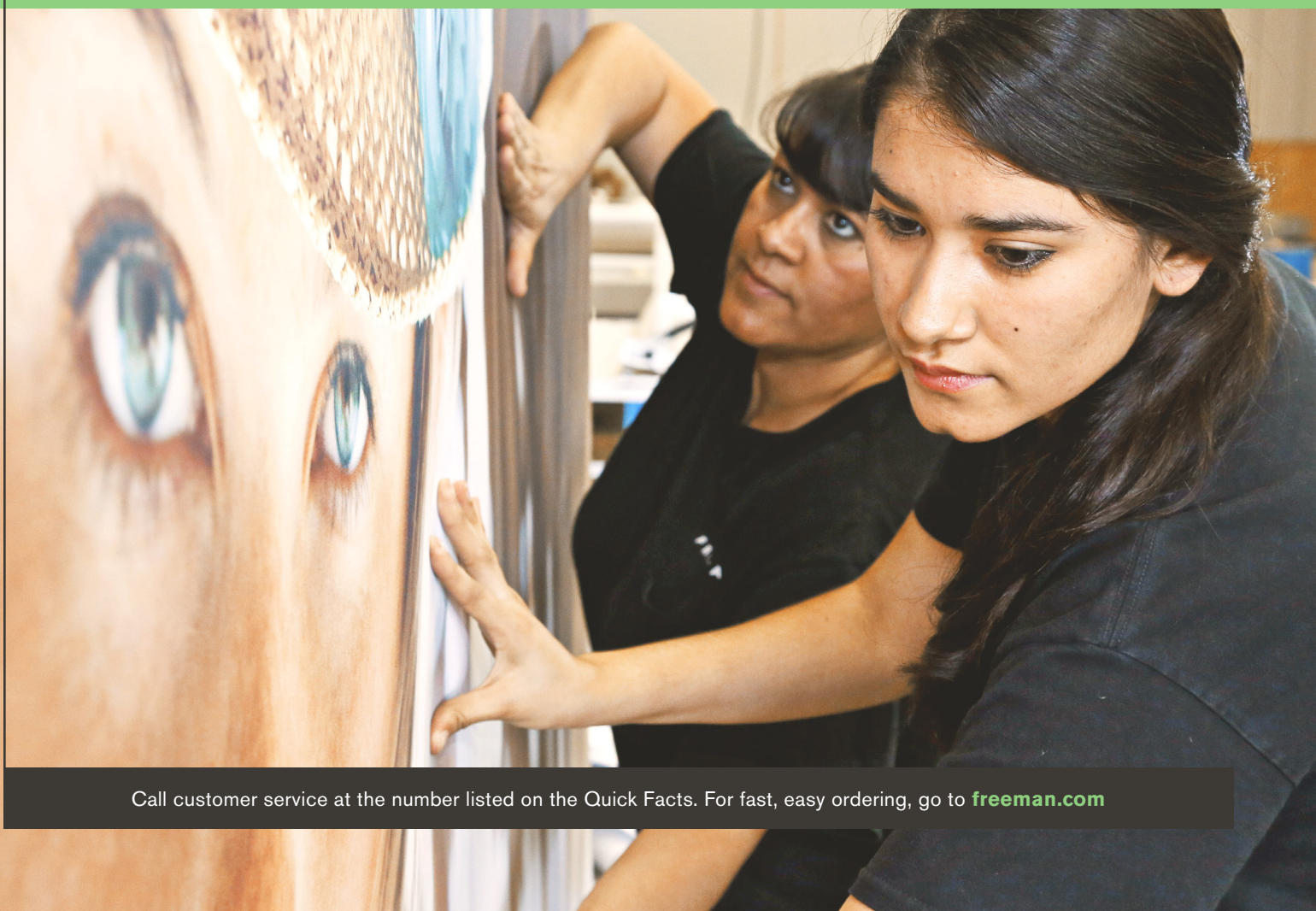


# MATERIAL MATTERS

.....

The materials you use for your exhibit speak volumes about your brand. Freeman digitally prints high-resolution, photo-quality images on an impressive variety of fabrics. From custom carpeting to hanging banners, no matter the size, shape or color, Freeman can print it beyond your expectations.

- Freeman's exhibit specialists deliver one-stop solutions for design, fabrication and custom graphics that meet both long and short-term usage goals
- Stretch fabrics can be used to customize almost any three-dimensional object
- Further customize exhibits with aluminum framing to transform digital graphics into back walls and other free-standing structures
- Integrated lighting is available for enhanced effects



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

## COMPREHENSIVE CAPABILITIES

Freeman can digitally print high-resolution, photo-quality images on nylon, stretch fabrics, carpeting and a variety of other materials. No matter what size, shape, or color, Freeman can print it. We can further customize exhibits with:

- Aluminum framing to transform large digital graphics into backwalls and other free-standing structures
- Integrated lighting for enhanced effects
- A wide variety of opaque and translucent materials

## ONE-STOP SOLUTIONS

Freeman's exhibit specialists can deliver a range of services to fit any budget and work with both long and short-term usage goals.

- Design
- Custom Graphics
- Installation and Dismantling
- Fabrication
- Lighting Effects
- Shipping and Storage

## GEOMETRIC STRUCTURES

For detailed specifications on structures such as these, or for more information on our wide range of versatile fabric solutions, please contact our representatives at the number listed in your exhibitor information.

## GREEN

For detailed specifications on structures such as these, or for more information on our wide range of versatile fabric solutions, please contact our representatives at the number listed in your exhibitor information.

SmartFabric® is an easy way to make an impact without the heavy shipping bill. This material is lightweight with a small shipping footprint to reduce your shipping cost and carbon emissions.





# FREEMAN

2170 S. Towne Centre Place, Ste 100  
Anaheim, CA 92806  
(714) 254-3410 Fax: (469) 621-5602



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NOVEMBER 14, 2018

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

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

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

For Assistance, please call (714) 254-3410 to speak with one of our experts.

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

## STANDARD PURCHASE -- Standard Framing, Sizes, and Fabric

- Single-sided graphics and frame hardware.
- Complete the "Hanging Sign" order form. (Labor and hardware to hang sign are NOT included.)
- Orders received after the deadline date are subject to availability and will be charged standard prices.

**An Exhibitor Sales Solutionist will contact you for details.**

<input type="checkbox"/> Square Signs	Quantity	Length	Height	All Sides (Linear Ft.)	Discount Price	Standard Price	Total
	_____	10'	3'	40'	\$ 3,307.65	\$ 4,961.50	_____
	_____	10'	4'	40'	\$ 4,332.60	\$ 6,498.90	_____
	_____	15'	3'	60'	\$ 4,897.20	\$ 7,345.80	_____
	_____	15'	4'	60'	\$ 6,442.20	\$ 9,663.30	_____
	_____	20'	4'	80'	\$ 8,985.00	\$ 13,477.50	_____

<input type="checkbox"/> Rectangle Signs	Quantity	Length	Height	All Sides (Linear Ft.)	Discount Price	Standard Price	Total
	_____	10' x 15'	3'	50'	\$ 4,370.00	\$ 6,555.00	_____
	_____	10' x 15'	4'	40'	\$ 5,647.50	\$ 8,471.25	_____

<input type="checkbox"/> Circle Signs	Quantity	Diameter	Height	Circumference (Linear Ft.)	Discount Price	Standard Price	Total
	_____	10'	3'	31.42'	\$ 2,608.95	\$ 3,913.45	_____
	_____	10'	4'	31.42'	\$ 3,414.80	\$ 5,122.20	_____
	_____	15'	3'	47.12'	\$ 3,861.10	\$ 5,791.65	_____
	_____	15'	4'	47.12'	\$ 5,066.50	\$ 7,599.75	_____
	_____	20'	4'	62.80'	\$ 6,860.85	\$ 10,291.30	_____

<input type="checkbox"/> Triangle Signs	Quantity	Length	Height	All Sides (Linear Ft.)	Discount Price	Standard Price	Total
	_____	10'	3'	30'	\$ 2,490.70	\$ 3,736.05	_____
	_____	10'	4'	30'	\$ 3,259.55	\$ 4,889.35	_____
	_____	15'	3'	45'	\$ 3,750.35	\$ 5,625.55	_____
	_____	15'	4'	45'	\$ 4,914.80	\$ 7,372.20	_____
	_____	20'	4'	60'	\$ 6,784.90	\$ 10,177.35	_____

<input type="checkbox"/> Serpentine Signs	Quantity	Length	Height	Double Sided (Linear Ft.)	Discount Price	Standard Price	Total
	_____	10'	3'	60'	\$ 1,704.55	\$ 2,556.85	_____
	_____	10'	4'	80'	\$ 2,212.85	\$ 3,319.30	_____
	_____	15'	3'	30'	\$ 2,513.60	\$ 3,770.40	_____
	_____	15'	4'	30'	\$ 3,276.35	\$ 4,914.55	_____
	_____	20'	4'	40'	\$ 4,473.70	\$ 6,710.55	_____

Sub-Total: \_\_\_\_\_ x 7.75% (Tax) \_\_\_\_\_ = Total \_\_\_\_\_

## CUSTOM PURCHASE -- Custom Framing, Various Custom Sizes, and Fabrics

- ☐ Please check the box to have an Exhibitor Sales Specialist contact you regarding FREE Samples of materials and/or quotes.

## CUSTOMER GUIDELINES FOR SUBMITTING GRAPHICS ARTWORK

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

### PLEASE PROVIDE THE FOLLOWING WHEN SUBMITTING ART

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

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

VECTOR ART:

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

FONT AND LINKS:

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

COLOR:

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

ARTWORK IN THE STRUCTURE:

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

### ACCEPTABLE FILE SOFTWARE

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

Always provide the following:

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

### ACCEPTABLE FILE TYPES AND SUPPORT FILES

NATIVE FILES:

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

PRINT FILES:

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

RASTER OF BITMAP ART:

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

MAC users: User Zip or Stuffit programs when submitting fonts other than OTF (Open Type Fonts).

### WAYS TO SEND ARTWORK

• Files below 10 MB can be delivered via email. Larger files may be posted to Freeman's FTP site. You may get the password and other needed information from your Freeman service representative in order to post files. However, a hard copy proof and backup of the files on CD-Rom/DVD may be required to be sent via overnight delivery in addition to posting the electronic files. Please call (714) 254-3410 for assistance.

# SEEING IS BELIEVING

.....

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

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



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



## CREATING VISUAL EXCITEMENT

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

## STATE-OF-THE-ART CAPABILITIES

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

## SUPERIOR QUALITY CONTROL

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

## DEPTH OF RESOURCES

- 5M UV roll printers provide grand format, four-color, high-resolution digital printing of single and double-sided banners up to 16' wide and virtually any size with seams.
- 3M Dye Sublimation printers provide 10' fabric graphics that work perfectly in our SmartWall panel system.
- UV flatbeds print directly to a variety of ridged materials and offer a 100% recyclable graphic when using a cardboard substrate.
- Freeman offers 100% recyclable substrates that can save you money and the environment.
- Large format Eco-Solvent printers produce high quality graphics for wall, carpet and window applications.
- 3M high speed digital cutters allow for precise cutting of multiple panel applications and also custom router graphic panels.
- Computer-aided graphic design & layout available for your assistance.

## REPRODUCTION AND INSTALLATION

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





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

For Assistance, please call (714) 254-3410 to speak with one of our experts.

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

## GRAPHICS

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

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

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

### DIGITAL GRAPHICS

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

\_\_\_\_\_ L X \_\_\_\_\_ W = \_\_\_\_\_ sq.ft.  
\$ 20.25 per sq. ft. discount price  
sq. ft. \_\_\_\_\_ x or \_\_\_\_\_ = \$ \_\_\_\_\_  
\$ 30.40 per sq. ft. standard price

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

### LARGE DIGITAL GRAPHICS

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

File Information:

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

Application \_\_\_\_\_

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

### Backing Material:

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

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

Vertical \_\_\_\_\_ Horizontal \_\_\_\_\_ Use Your Judgment For Sign Layout



### Special Instructions

### STANDARD SIZES

#### CHOOSE YOUR SIZE:

QTY.		Discount Price	Standard Price	TOTAL
7" x 11"	@	51.40	77.10 =	_____
7" x 22"	@	51.40	77.10 =	_____
7" x 44"	@	64.90	97.35 =	_____
9" x 44"	@	74.75	112.15 =	_____
11" x 14"	@	51.40	77.10 =	_____
14" x 22"	@	68.85	103.30 =	_____
14" x 44"	@	109.25	163.90 =	_____
22" x 28"	@	114.50	171.75 =	_____
28" x 44"	@	196.00	294.00 =	_____
20" x 60"	@	187.15	280.75 =	_____

(white only)

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

### INDICATE YOUR SIGN COPY HERE:

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



Vertical

Horizontal

Use Your Judgment For Sign Layout



Background Color: \_\_\_\_\_

Lettering Color: \_\_\_\_\_

### TOTAL COST

Sub-Total	+	7.75 % Tax	=	Total Cost
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FREEMAN graphics

## CUSTOMER GUIDELINES FOR SUBMITTING GRAPHICS ARTWORK

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

### PLEASE PROVIDE THE FOLLOWING WHEN SUBMITTING ART

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

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

**VECTOR ART:**

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

**FONTS and LINKS**

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

**COLOR**

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

**ARTWORK IN THE STRUCTURE**

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

### ACCEPTABLE FILE SOFTWARE

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

Always provide the following:

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

### ACCEPTABLE FILE TYPES and SUPPORT FILES

**NATIVE FILES:**

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

**PRINT FILES:**

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

**RASTER OR BITMAP ART:**

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

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

### WAYS TO SEND ARTWORK

• Files below 10 MB can be delivered via email. Larger files may be posted to Freeman's FTP site. You may get the password and other needed information from your Freeman service representative in order to post files. However, a hard copy proof and backup of the files on CD-Rom/DVD may be required to be sent via overnight delivery in addition to posting the electronic files. Please call (714) 254-3410 for assistance.

# UNION REGULATIONS

To assist you in planning for your participation in the forthcoming convention, we are certain you will appreciate knowing in advance that union labor will be required for certain aspects of your exhibit handling. To help you understand the jurisdiction the various unions have, we ask that you read the following:

## DECORATORS UNION

Members of this union claim jurisdiction over all set-up and dismantling of exhibits including signs and laying of carpet. This does not apply to the unpacking and placement of your merchandise. You may install and/or dismantle your exhibit display if one person, who is a full time employee, can accomplish the task in an hour or less without the use of tools.

If your exhibit preparation, installation or dismantling requires more than 1 hour, you must use union personnel supplied by the Official Decorating Contractor.

As an exhibitor, you will be pleased to know that when union labor is required, you may provide your company personnel to work along with a union installer in Southern California on a one-to-one basis.

## TEAMSTERS UNION

This union claims jurisdiction on the operation of all material handling equipment, all unloading and reloading, and handling of empty containers. An exhibitor may move the material that is hand carryable by one person in one trip, without the use of dollies, hand trucks or other mechanical equipment.

## ELECTRICAL UNION

IBEW Electricians jurisdiction covers all electrical labor for each booth including but not limited to, cable distribution under your carpet or flooring, and throughout the booth structure. Included are connections & hardwiring of all electrical equipment, (e.g. 208volt & higher services, panels, motors, and audio visual equipment), installation of all lighting hung from truss or beams & distribution of all cabling throughout the booth & truss structures. All stage hand labor used in the exhibit area will be supplied through Freeman with exception of their company representative/supervisor. Unless contracted directly with the in-house AV / Internet provider, all data and coaxial cable run within the booth, overhead or on the floor will be installed by our electricians. Electrical services are provided on a time and material basis and cannot be performed by other unions, I&D houses or Exhibitors.

## SAFETY

Standing on chairs, tables or other rental furniture is prohibited. The furniture is not engineered to support your standing weight. Freeman is not responsible for injuries caused by improper use of furniture.

## TIPPING

Freeman request that exhibitors do not tip our employees. They are paid at an excellent wage scale denoting a professional status and we feel that tipping is not necessary. This applies to all Freeman employees.



# LET US DO THE HEAVY LIFTING

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



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

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

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

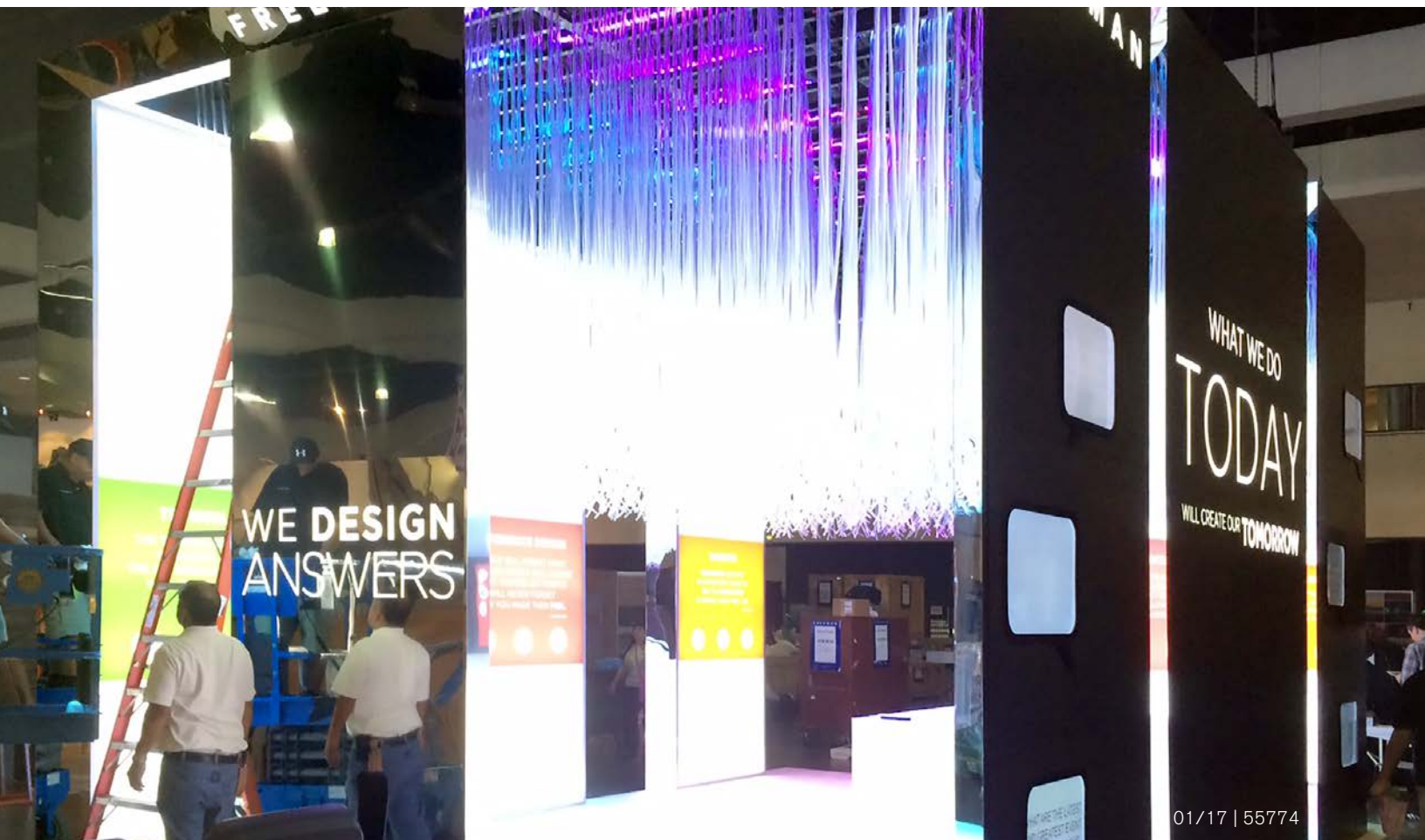
## ON-SITE SUPERVISION

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

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### If You Use Freeman Staff

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





# FREEMAN

2170 S. Iowine Centre Place, Ste 100  
Anaheim, CA 92806  
(714) 254-3410 Fax: (469) 621-5602



**DEADLINE DATE**  
**NOVEMBER 14, 2018**

**INCLUDE THE FREEMAN METHOD OF  
PAYMENT FORM WITH YOUR ORDER**

NAME OF SHOW: **60TH ASH Annual Meeting & Exposition / December 1 - 4, 2018**

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

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

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

For Assistance, please call (714) 254-3410 to speak with one of our experts.

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

## DISPLAY LABOR (One Hour Minimum per Worker)

Description Site		Advance	Show Price
<b>Straight Time-</b>	8:00 A.M. to 4:30 P.M. Monday through Friday .....	\$ 141.75	\$ 198.50
<b>Double Time-</b>	4:30 P.M. to 8:00 A.M. Monday through Friday,		
	ALL DAY on Saturday and Sunday .....	\$ 254.75	\$ 356.75
<b>Holiday-</b>	ALL DAY on recognized Holidays .....	\$ 326.00	\$ 456.50

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

## INSTALLATION LABOR

- ☐ **Freeman Supervised Labor - Please complete the reverse side of this form.**
- Installation of your exhibit will be completed at our discretion prior to show opening.
  - The charge for this service is 30% of the total installation labor bill, with a minimum of \$45.00.

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

- ☐ **Exhibitor Supervised Labor** (Supervisor must check in at Service Desk to pick up labor)

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

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

## DISMANTLE LABOR

- ☐ **Freeman Supervised Labor - Please complete the reverse side of this form.**
- Freeman is not responsible for product or literature that is not properly packed and labeled by exhibitor.
  - The charge for this service is 30% of the total dismantle labor bill, with a minimum of \$45.00.

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

- ☐ **Exhibitor Supervised Labor** (Supervisor must check in at Service Desk to pick up labor)

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

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

NAME OF SHOW: **60TH ASH Annual Meeting & Exposition / December 1 - 4, 2018**

COMPANY NAME:

BOOTH #:

BOOTH SIZE: X

CONTACT NAME:

PHONE#:

### FREEMAN SUPERVISED LABOR

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

### INBOUND SHIPPING & SET UP INFORMATION

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

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

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

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

Electrical Placement: \_\_\_\_\_ Drawing Attached \_\_\_\_\_ Drawing With Exhibit \_\_\_\_\_ Electrical Under Carpet \_\_\_\_\_

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

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

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

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

### OUTBOUND SHIPPING INFORMATION

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

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

#### Select a Carrier:

☐ Freeman Exhibit Transportation:

☐ Other Carrier:

No need to schedule your outbound shipment.

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

Charges will appear on your Freeman invoice.

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

Freeman will make arrangements for all Freeman Exhibit Transportation shipments.

Arrangements for pick-up by other carriers is the responsibility of the exhibitor.

#### Select Level of Service:

☐ 1 Day: Delivery next business day

☐ Standard Ground

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

☐ Specialized: Pad wrapped, uncrated or truckload

☐ Deferred: Delivery within 3-5 business days

#### Freight Charges:

☐ Same as ship to

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

\_\_\_\_\_

\_\_\_\_\_

#### Select Shipment Options (if applicable)

☐ Have loading dock

☐ Lift gate required

☐ Inside delivery

☐ Air ride required

☐ Pad wrap required

☐ Residential

☐ Do not stack

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

☐ Re-route via Freeman's choice

☐ Deliver back to the warehouse at exhibitor's expense

**PLEASE NOTE: Freeman is not responsible for product or literature that is not properly packed and labeled by the exhibitor.**

# FREEMAN

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NAME OF SHOW: **60TH ASH Annual Meeting & Exposition / December 1 - 4, 2018**

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

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

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

For Assistance, please call (714) 254-3410 to speak with one of our experts.

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

## **FORKLIFT RIGGING EQUIPMENT AND LABOR (One Hour Minimum per Worker)**

**Straight Time** - 8:00 A.M. to 4:30 P.M. Monday through Friday

**Overtime** - 4:30 P.M. to 8:00 A.M. Monday through Friday

**Double Time** - ALL DAY on Saturday and Sunday

**Holiday** - ALL DAY on recognized Holidays

• **Show site prices will apply to all orders placed at show site.**

• Start time guaranteed only at start of working day.

• One hour minimum - labor thereafter is charged in half (1/2) hour increments

• Supervisor must check in at Service Desk to pickup labor.

• When scheduling dismantle labor, be sure to allow sufficient time for empty containers to be returned to your booth.

• Additional crew, equipment and/or larger equipment will be used if the supervisor deems it necessary to safely complete the installation and/or dismantling of a job and it will be charged accordingly.

• Cable, clamps, shackles, turnbuckles, etc. are additional and will be charged accordingly.

• When moving or placing machinery, the applicable rate of a Rigger will be added to the Forklift charges.

Description	Price/Hour Advance	Price/Hour Show Site
<b>Forklift Labor</b>		
304050 Forklift w/operator up to 5,000 lbs ST.....	\$ 209.00	\$ 292.75
304051 Forklift w/operator up to 5,000 lbs OT .....	\$ 278.00	\$ 389.25
304052 Forklift w/operator up to 5,000 lbs DT .....	\$ 310.25	\$ 434.50
304053 Forklift w/operator up to 5,000 lbs HOL .....	\$ 377.50	\$ 528.50
3040150 Forklift w/operator up to 15,000 lbs ST.....	\$ 263.75	\$ 369.25
3040151 Forklift w/operator up to 15,000 lbs OT .....	\$ 331.00	\$ 463.50
3040152 Forklift w/operator up to 15,000 lbs DT .....	\$ 371.50	\$ 520.25
3040153 Forklift w/operator up to 15,000 lbs HOL .....	\$ 438.75	\$ 614.25
304040 Forklift w/operator 4-Stage ST.....	\$ 222.25	\$ 311.25
304041 Forklift w/operator 4-Stage OT .....	\$ 289.50	\$ 405.50
304042 Forklift w/operator 4-Stage DT .....	\$ 330.00	\$ 462.00
304043 Forklift w/operator 4-Stage HOL .....	\$ 397.25	\$ 556.25
<b>Rigging Labor</b>		
3020100 Rigger ST .....	\$ 166.25	\$ 232.75
3020101 Rigger OT .....	\$ 249.50	\$ 349.50
3020102 Rigger DT .....	\$ 299.25	\$ 419.00
3020103 Rigger HOL .....	\$ 382.50	\$ 535.50
3010100 Material Handler ST .....	\$ 134.50	\$ 188.50
3010101 Material Handler OT .....	\$ 201.75	\$ 282.50
3010102 Material Handler DT .....	\$ 242.25	\$ 339.25
3010103 Material Handler HOL .....	\$ 309.50	\$ 433.50
<b>Equipment</b>		
3090600 Forklift Cage .....	\$ 28.25	
3090700 Forklift Boom .....	\$ 28.25	
3090800 Pallet Jack .....	\$ 28.25	

## **INSTALLATION**

Part #	Description	Date	Start Time	# of Equip/ Person	Approx Hrs per Person	Total Hours	Hourly Rate	Estimated Total Cost
Lift Capacity _____ Height Required _____							Sub-Total	
Describe work to be done: _____							Tax	N/A
							Total	

## **DISMANTLE**

Part #	Description	Date	Start Time	# of Equip/ Person	Approx Hrs per Person	Total Hours	Hourly Rate	Estimated Total Cost
Lift Capacity _____ Height Required _____							Sub-Total	
Describe work to be done: _____							Tax	N/A
							Total	

# FREEMAN

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

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

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

For Assistance, please call (714) 254-3410 to speak with one of our experts.

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

## HANGING SIGN INSTRUCTIONS / RULES & REGULATIONS

**Exhibitors who comply with all outlined regulations will be given first priority.  
Incomplete or missing information may delay your installation.**

- Hanging Structures are permitted in most areas of the convention center with the exception of meeting rooms and lobbies. All ceiling rigging must conform to Show Management rules and regulations and facility limitations.
- Freeman is the exclusive contractor for all ceiling-hung materials. All truss systems must also meet all facility rules and regulations.
- All overhead hanging must be assembled, installed, and removed by Freeman. Please refer to the Freeman Terms and Conditions found in the Exhibitor Services Manual as it relates.
- Please attach **Certified Weigh Bill** and **Certified Structural Engineered Drawing**.
- Refer to Show Management Rules & Regulations for height restrictions.
- For signs other than banners, include blueprint or drawing with detailed information so hanging anchor points may be determined.
- Set up instructions must be provided for signs needing assembly.
- Electrical signs must be in working order and in accordance with the National Electrical Code. ELECTRICAL SERVICE requirements must be ordered in advance on the enclosed ELECTRICAL SERVICE Order Form.
- All truss systems that are to be suspended from the ceiling will require detailed blue prints that indicate all hanging points and weight loads for each point.
- All truss and motor systems will be operated by Freeman personnel only. At no time will any Exhibitor Appointed Contractor be permitted to operate the motor controls in raising or lowering truss systems. All Distros will be handled by Freeman.
- **Overhead hanging signs are to be sent in separate containers directly to advance warehouse using the Hanging Sign Labels. This container MUST arrive by the warehouse shipping deadline date.**
- Standard prices will apply if the hanging sign is not received by the warehouse shipping deadline date.
- If these instructions are not followed and/or orders are not complete and submitted by the order deadline date, Freeman cannot guarantee the hanging of your sign or advance pricing. Show Site orders might not be accepted due to advance clearance requirements.
- Any part of an exhibit or structure must have a supporting base equaling 1/3 the height of the structure or may need seismic safety cables.

### **PLACING YOUR ORDER** *(please include these required items when placing your order)*

- **Complete the Method of Payment**
- **Complete the Structural Integrity Statement**
- **Complete the Hanging Sign Order Form**
- **Complete the Hanging Sign Details & Placement Form**
- **Complete the Motor & Truss Order Form** *(If applicable)*
- **Send the above information to Freeman at the address on order forms.**

For more details or clarification regarding the above instructions / rules and regulations, please contact San Diego Rigging Department, by email at [sdrigging@freeman.com](mailto:sdrigging@freeman.com) or call at 858-320-7846.

FREEMAN hanging sign labor

# FREEMAN

2170 S. Towne Centre Place, Ste 100  
Anaheim, CA 92806  
(714) 254-3410 Fax: (469) 621-5602

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NAME OF SHOW: **60TH ASH Annual Meeting & Exposition / December 1 - 4, 2018**

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

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

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

For Assistance, please call (714) 254-3410 to speak with one of our experts.

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

## HANGING SIGN LABOR

### EQUIPMENT AND LABOR RATES TO HANG SIGNS

**Straight Time** - 8:00 A.M. to 4:30 P.M., Monday through Friday.

**Double Time** - 4:30 P.M. to 8:00 A.M. Monday through Friday and all day Saturday and Sunday.

**Holidays** - All day on Holidays.

### EQUIPMENT WITH CREW

- Standard prices will apply to all hanging sign orders placed at show site.
- Crew Size - **MINIMUM** of two people.
- **Materials - Cable, clamps, etc... are additional and charged accordingly.**
- Rates are per lift and crew per hour.
- One hour minimum per lift/crew - lift/crew thereafter is charged in half (1/2) hour increments.
- **Straight time cannot be guaranteed.**

#### SIGN HANGS ONLY

Boom/Condor Lift with Crew per hour

	<u>Straight Time</u>	<u>Double Time</u>	<u>Holiday</u>
Advanced Price.....	\$ 674.00	\$ 927.25	\$ 1,085.50
Standard Price.....	\$ 943.75	\$ 1,298.25	\$ 1,519.75

#### ASSEMBLY CREW/ADDITIONAL LABOR

Assembly Crew or Ground Supervisor - Per Person, Per Hour

	<u>Straight Time</u>	<u>Double Time</u>	<u>Holiday</u>
Advanced Price.....	\$ 135.25	\$ 243.50	\$ 311.00
Standard Price.....	\$ 189.50	\$ 341.00	\$ 435.50

Supervision for assembly and disassembly of overhead hanging sign can be provided by Freeman, or by your company representative, display house, independent or lighting contractor.

Please indicate method of supervision you require for assembly/disassembly:

- ☐ **OK to proceed without Exhibitor Supervision**
- ☐ **Wait for Exhibitor Personnel**
- ☐ **Display House to supervise**

Additional crew and/or equipment will be used if the supervisor deems it necessary to safely complete the installation and/or dismantling of a job and it will be charged accordingly.

#### INBOUND SHIPPING

Shipping to Advance Warehouse

☐ Deadline for Receipt: **NOVEMBER 19, 2018**

Shipping to Show Site\* (Standard Prices Apply)

☐ Date of Arrival: \_\_\_\_\_

\*Standard prices will apply for all Hanging Signs shipped direct to show site.

#### HANGING SIGN POINT FEE\*\*

Quantity \_\_\_\_\_ Rate \_\_\_\_\_ Estimated Cost \_\_\_\_\_  
\_\_\_\_\_ @ **\$ 100.00 ea.\*\*** = \_\_\_\_\_

#### MOTOR POINT FEE\*\*

Quantity \_\_\_\_\_ Rate \_\_\_\_\_ Estimated Cost \_\_\_\_\_  
\_\_\_\_\_ @ **\$ 150.00 ea.\*\*** = \_\_\_\_\_

\*\*Hanging sign point fees apply to any sign hung from the ceiling in the San Diego Convention Center. Motor point fees apply to every motor hung from the ceiling in the San Diego Convention Center. These are in addition to the quoted rates for hanging signs, truss or equipment.

#### ASSEMBLY ESTIMATE

Approx. Hours \_\_\_\_\_ Hourly Rate \_\_\_\_\_ Estimated Cost \_\_\_\_\_  
\_\_\_\_\_ @ \_\_\_\_\_ = \_\_\_\_\_

\*REQUESTED INSTALL DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

Approx. Hours \_\_\_\_\_ Hourly Rate \_\_\_\_\_ Estimated Cost \_\_\_\_\_  
\_\_\_\_\_ @ \_\_\_\_\_ = \_\_\_\_\_

\*REQUESTED DISMANTLE DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

Approx. Hours \_\_\_\_\_ Hourly Rate \_\_\_\_\_ Estimated Cost \_\_\_\_\_  
\_\_\_\_\_ @ \_\_\_\_\_ = \_\_\_\_\_

**TOTAL ESTIMATED COST:** \_\_\_\_\_

**\*REQUESTED DATES & TIMES ARE NOT GUARANTEED.**



For Assistance, please call (714) 254-3410 to speak with one of our experts.

## HANGING SIGN DETAILS & PLACEMENT DIAGRAM

### SIGN DESCRIPTION, SIZE & WEIGHT

- For signs other than banners, include blueprint or drawing with detailed information so hanging anchor points may be determined.

Type: ☐ Cloth Banner    ☐ Metal    ☐ Wood    ☐ Other \_\_\_\_\_

Shape: ☐ Square ☐ Circle ☐ Rectangle ☐ Triangle ☐ Other\_\_\_\_\_

Is Electrical Required? ☐ Yes ☐ No      Is Assembly Required? ☐ Yes ☐ No

Size: Height\_\_\_\_\_Length\_\_\_\_\_Width\_\_\_\_\_Weight\*\_\_\_\_\_

No. of feet from the floor to the top of the hanging structure\_\_\_\_\_

**\*Any hanging structure that weighs in excess of 100 pounds will require the employment of chain motors. Additional crews may be dispatched at the Exhibitor's expense if deemed necessary by Freeman.**

Are you using chain motor(s)?\_\_\_\_\_ Quantity:\_\_\_\_\_

☐ Exhibitor Provided\* ☐ Freeman Provided\*\*

Is your sign designed to rotate? ☐ Yes ☐ No

☐ Exhibitor Provided      ☐ Freeman Provided\*\*

Does your sign require Truss? ☐ Yes ☐ No ☐ Exhibitor Provided ☐ Freeman Provided\*\*

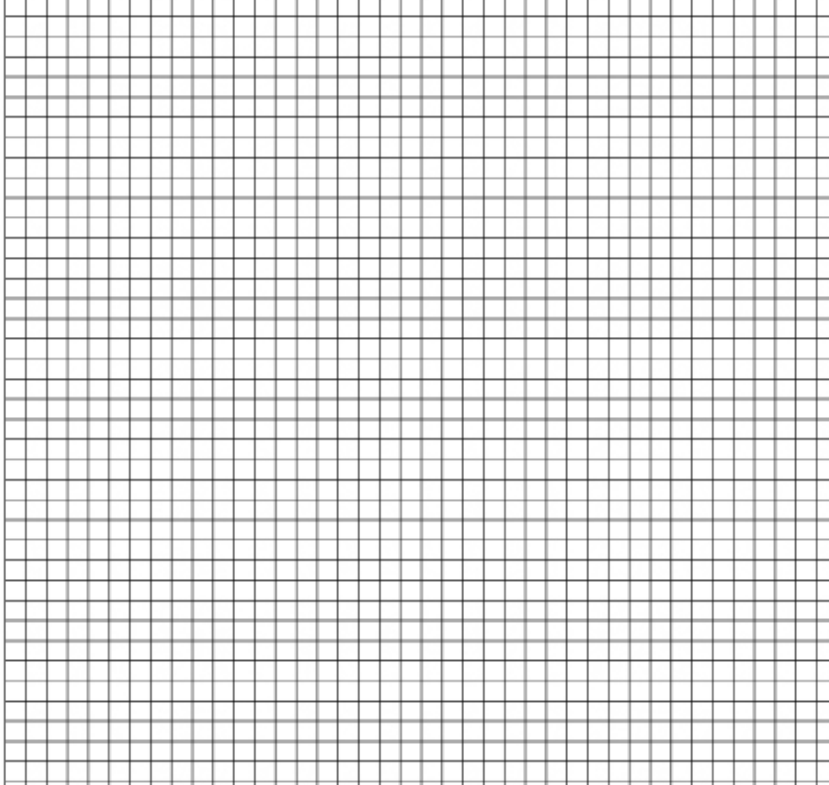
**\* Any non-Freeman supplied chain hoists will require current yearly maintenance records.**

**\*\* Refer to the Motor & Truss Order Form.**

Adjacent Aisle or Booth# \_\_\_\_\_ / Number of feet in from TOP of exhibit space \_\_\_\_\_

Adjacent Aisle or Booth # \_\_\_\_\_ / Number of feet in from left side \_\_\_\_\_

Adjacent Aisle or Booth # \_\_\_\_\_ / Number of feet in from right side \_\_\_\_\_

A large grid of graph paper, consisting of 30 columns and 30 rows of small squares, intended for drawing a floor plan. The grid is bounded by lines on the top, bottom, left, and right. On the left side, there is a vertical line with the text 'Adjacent Aisle or Booth #' and a horizontal line with the text 'Number of feet in from left side'. On the right side, there is a vertical line with the text 'Adjacent Aisle or Booth #' and a horizontal line with the text 'Number of feet in from right side'.

Adjacent Aisle or Booth # \_\_\_\_\_ / Number of feet in from BOTTOM of exhibit space \_\_\_\_\_

A measurement scale can be applied as necessary to reflect your booth size.

☐ 10' x 10' use 1 square = 1/4ft     ☐ 20'x20' use 1 square = 1/2ft     ☐ 30ft x 30ft use 1 square = 3/4 ft  
☐ 40' x 40' use 1 square = 1ft     ☐ Customize your grid     ft x     ft use 1 square =     foot

**Exhibitors who comply with all outlined regulations will be given first priority.**

# FREEMAN

2170 S. Towne Centre Place, Ste 100  
Anaheim, CA 92806  
(714) 254-3410 Fax: (469) 621-5606



PLEASE INCLUDE THIS FORM  
WITH YOUR HANGING SIGN  
ORDER FORM

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## STRUCTURAL INTEGRITY STATEMENT

### THIS FORM MUST BE RETURNED FOR ALL SUSPENDED STRUCTURES

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\_\_\_\_\_, the contracted exhibitor at the **60TH ASH Annual Meeting & Exposition / December 1 - 4, 2018** and (if applicable), the display house or builder for the aforementioned exhibitor, do hereby certify and guarantee that the stress points for the hanging structure have been properly engineered and tested. We further certify that the structure can be hung safely and has been constructed to meet all applicable regulations and safety measures.

We hereby release, indemnify and forever hold harmless the **ASSOCIATION, SAN DIEGO CONVENTION CENTER, FREEMAN**, and its subsidiaries, their directors, officers, employees, representatives, agents and contractors from and against any and all liability, claims, damage, loss, fines, or penalties arising from the installation, use or dismantling of this structure. All hang points supporting in excess of 200 lbs. may be verified (metered) on site at exhibitor's expense.

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

Authorized Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Display House/Builder (if applicable): \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_

E-Mail: \_\_\_\_\_

**Complete and return form to address listed at the top  
of this form.**

FREEMAN structural integrity statement

# FREEMAN

2170 S. Towne Centre Place, Ste 100  
Anaheim, CA 92806  
(714) 254-3410 Fax: (469) 621-5602



**DEADLINE DATE**  
**NOVEMBER 14, 2018**

**INCLUDE THE FREEMAN METHOD OF  
PAYMENT FORM WITH YOUR ORDER**

NAME OF SHOW: **60TH ASH Annual Meeting & Exposition / December 1 - 4, 2018**

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

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

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

For Assistance, please call (714) 254-3410 to speak with one of our experts.

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

## MOTORS AND TRUSS

- For custom quotes on truss or lighting, please contact San Diego Rigging Department, by email at: [sdrigging@freeman.com](mailto:sdrigging@freeman.com) or call at 858-320-7846.
- ELECTRICAL SERVICE requirements to power the motors must be ordered in advance on the ELECTRICAL SERVICES ORDER FORM.
- ELECTRICAL or HANGING SIGN LABOR requirements to assemble and hang the truss and motors must be ordered in advance on the appropriate order form.
- The cost of Material Handling is included in the rates listed below.
- Please select a color for items indicated with \*. If no color selection is made, silver will be selected for you.
- Orders received after the deadline date will be charged the Standard Price.

**FREEMAN REQUIRES AN ENGINEER PRINT OF TRUSS AND LIGHTING RIGGING. PLEASE PROVIDE A DWG FILE OF THE RIGGING PLOT WITH LOAD REQUIRED INFORMATION 3 WEEKS PRIOR TO MOVE IN. INCOMPLETE INFORMATION MAY PROHIBIT YOUR TRUSS RIG FROM BEING HUNG.**

For pre rigging please contact Freeman for availability.

### Lighting Designer Information:

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

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

Description	Advance Price	Standard Price	Total
<b>EQUIPMENT</b>			
_____ Quarter Ton Hoist .....	641.80	898.55	\$ _____
_____ Half Ton Hoist .....	641.80	898.55	\$ _____
_____ One Ton Hoist.....	641.80	898.55	\$ _____
_____ Rotating Motor .....	520.00	728.00	\$ _____
_____ 12" Box Truss (per foot)* .....	26.75	37.45	\$ _____
_____ 12" Corner Blocks* .....	92.15	129.05	\$ _____
_____ 20.5" Box Truss (per foot)* .....	34.95	48.95	\$ _____
_____ 20.5" Corner Blocks* .....	102.55	143.60	\$ _____

**Total for Equipment..... \$ \_\_\_\_\_**

**\* Select Color for Truss and Corner Blocks:** ☐ Black ☐ Silver

(If a color choice is not indicated, silver will be selected for you.)

**Please indicate what you will be hanging with the above equipment:**

\_\_\_\_\_ Hanging Sign

\_\_\_\_\_ Lighting Truss

\_\_\_\_\_ Combination of Both

**STRUCTURAL INTEGRITY STATEMENT  
MUST ACCOMPANY ORDER**

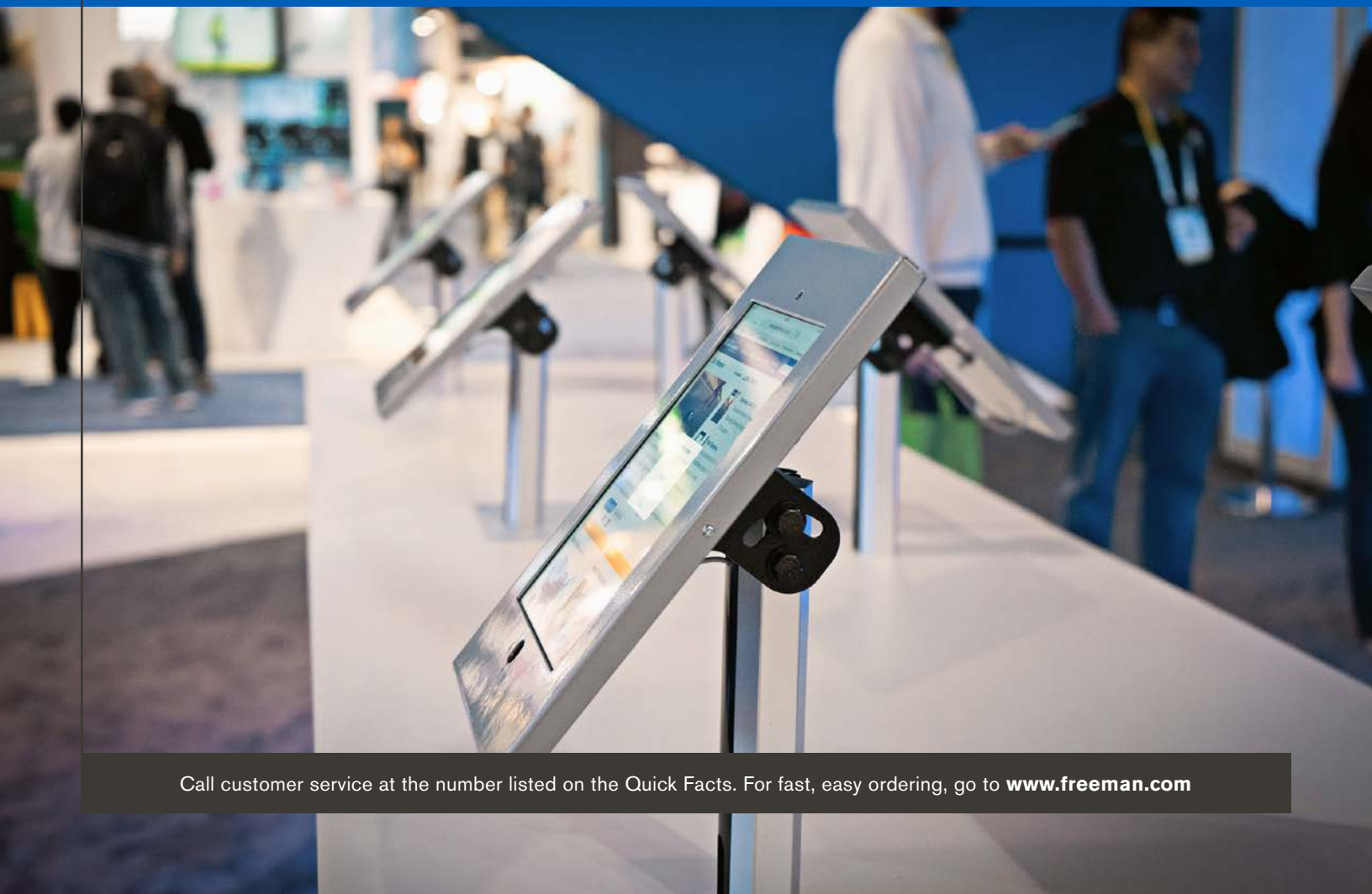
**The San Diego Convention Center rigging regulations must be adhered to.**

# EVENT TECHNOLOGIES THAT ENHANCE EXPERIENCES

.....

When it comes to promoting your exhibit, let our technology do the talking. Freeman offers the most extensive inventory of audio visual products available, ensuring a custom experience that excites the senses and breathes life into your booth, giving it the appeal to draw in customers.

- Our audio visual experts can assist with a wide range of technology solutions for custom rental exhibit programs that fit any size or budget
- Full service resources include digital services, flat screen technology, intelligent LED light displays, seamless plasma and LED panel solutions and immersive audio experiences
- Schedule deliveries with advance confirmation to meet your timeline specifications
- Preshow consultation, installation, operation, and comprehensive invoice services provide a streamlined solution for all your rental needs



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



**Freeman Audio Visual offers the widest array of audio visual products in our expansive network throughout North America. Our exhibit specialists can assist with a full range of audio visual equipment for portable, modular and custom rental exhibit programs to fit any size or budget. Full service resources include digital services, lighting, flat screen technology, computer equipment and LED displays.**

Freeman Audio Visual establishes the right combination of equipment and services that will command attention while communicating your company's message. Whatever your needs, our dedicated service and technical on-site support teams will be available to ensure your exhibit program's success. With more than 3,500 full-time audio visual experts and \$100 million in inventory, you can always count on Freeman Audio Visual to recommend the perfect combination of audio visual solutions to enhance your company's brand.

- PRESHOW CONSULTATION REGARDING EQUIPMENT SPECIFICATIONS AND BUDGETING
- ONE SEAMLESS SOURCE FOR ALL YOUR TECHNOLOGY SOLUTIONS, INCLUDING A COMPLETE RANGE OF AUDIO VISUAL AND COMPUTER EQUIPMENT AND INSTALLATION SERVICES
- INTELLIGENT LIGHTING DESIGN, INSTALLATION AND OPERATION
- SCHEDULED DELIVERIES WITH ADVANCE CONFIRMATION TO MEET YOUR TIMELINES
- AUDIO VISUAL EXPERTS THAT OFFER PERSONALIZED, DEDICATED SERVICE





**\*Order By: November 14, 2018 to Receive Early Order Pricing!**



Exhibiting Company Name:	Booth #:
--------------------------	----------

Packages	QTY.	Early Order	Show Rate	Total
Apple iPad with Floor Stand - White		\$295.00	\$383.50	
32" Flat Screen Package - 1080P, with Dual Post Stand and External USB Media Player		\$720.00	\$936.00	
42" Flat Screen Package - 1080P, with Dual Post Stand and External USB Media Player		\$870.00	\$1,131.00	
46" Flat Screen Package - 1080P, with Dual Post Stand and External USB Media Player		\$1,035.00	\$1,345.50	
55" Flat Screen Package - 1080P, with Dual Post Stand and External USB Media Player		\$1,445.00	\$1,878.50	

Flat Screen Monitors	QTY.	Early Order	Show Rate	Total
24" Flat Screen - 1080P, with Dell Sound Bar - Choose One: Table Top -or- Wall Mounted		\$290.00	\$377.00	
32" Flat Screen - 1080P, with Internal Speakers - Choose One: Table Top -or- Wall Mounted		\$475.00	\$617.50	
42" Flat Screen - 1080P, with Internal Speakers - Choose One: Table Top -or- Wall Mounted		\$625.00	\$812.50	
46" Flat Screen - 1080P, with Internal Speakers - Choose One: Table Top -or- Wall Mounted		\$790.00	\$1,027.00	
55" Flat Screen - 1080P, with Internal Speakers - Choose One: Table Top -or- Wall Mounted		\$1,200.00	\$1,560.00	
60" Flat Screen - 1080P, with Internal Speakers - Choose One: Table Top -or- Wall Mounted		\$1,400.00	\$1,820.00	
70" Flat Screen - 1080P, with Internal Speakers - Choose One: Table Top -or- Wall Mounted		\$1,800.00	\$2,340.00	
80" Flat Screen - 1080P, with Internal Speakers - Choose One: Table Top -or- Wall Mounted		\$2,800.00	\$3,640.00	
Please call for pricing on Flat Screens 90" and larger, LED & LCD Video Wall Options		Please call for pricing!		

Flat Screen Accessories	QTY.	Early Order	Show Rate	Total
Mounting Bracket - (32" - 80" Flat Screen) *Only required if providing your own Flat Screen		\$150.00	\$195.00	
Single Post Stand - (up to 24" Flat Screen; Mounting Bracket Required - Charges May Apply)		\$150.00	\$195.00	
Dual Post Stand - (32" - 80" Flat Screen; Mounting Bracket Required - Charges May Apply)		\$225.00	\$292.50	

Touchscreen Displays	QTY.	Early Order	Show Rate	Total
32" Touchscreen - Choose One: Table Top -or- Wall Mounted		\$800.00	\$1,040.00	
46" Touchscreen - Choose One: Table Top -or- Wall Mounted		\$1,300.00	\$1,690.00	
Please call for pricing on Touchscreens 65" and larger		Please call for pricing!		

Computing	QTY.	Early Order	Show Rate	Total
Desktop Computer with Monitor (3.2 GHz or faster)		\$275.00	\$357.50	
Laptop Computer (Core i5/2.5ghz/4GB/300GBHD/DVD)		\$325.00	\$422.50	
Apple iPad		\$175.00	\$227.50	
iPad Floor Stand - White		\$150.00	\$195.00	
Apple 21.5" iMac (Intel Core 2 Duo/3.06 GHz)		\$300.00	\$390.00	
Apple 15" MacBook Pro (2.3 GHz Quad Core with Thunderbolt)		\$450.00	\$585.00	
Apple 17" MacBook Pro (2.3 GHz Quad Core with Thunderbolt)		\$550.00	\$715.00	

Additional Audio Visual Equipment	QTY.	Early Order	Show Rate	Total
USB Media Player		\$120.00	\$156.00	
Choose: Blu-ray -or- DVD Player		\$150.00	\$195.00	
Sound Bar - 2.1 Full Range, with Built-in Subwoofer		\$75.00	\$97.50	
Small High Performance PA System (2 speakers, 1 Mixer/Amp)		\$330.00	\$429.00	
Wireless Microphone - Choose One: Handheld -or- Headset -or- Lavalier		\$240.00	\$312.00	

Quoted Equipment	QTY.	Early Order	Show Rate	Total

**\*Early order rate is subject to a 30% increase when ordering equipment after November 14, 2018.**

Contact Your Freeman Representative	Total Your Order
ERIC DE LA OSSA <a href="mailto:eric.delaossa@freeman.com">eric.delaossa@freeman.com</a> Phone: 714.448.2182 Fax: 469.621.5606 Online at: <a href="http://www.freeman.com">www.freeman.com</a>	Equipment Sub-Total
	31% Handling Charge (\$169.00 Min) Includes Delivery, Install & Dismantle
	Added Labor to Mount Client Owned Flat Screen to Stand (\$75)
	<b>TOTAL CHARGES:</b>
	<b>No Sales Tax or Drayage on Freeman AV Equipment</b>
Don't see what you are looking for? Please call to discuss the options!	** Please note for Monitor Stand & Mount Rentals: Additional labor may be required to mount client provided monitors ** Electrical Services are not included in equipment pricing.

**Please Fill in All Information Below Before Submitting Your Order**

**Contact Information**

<b>Your Name:</b>	<b>Booth Number:</b>
<b>Exhibiting Company Name:</b>	
<b>Company Address:</b>	
<b>City / State:</b>	<b>Zip Code:</b>
<b>Phone:</b>	<b>Fax:</b>
<b>Email:</b>	
<b>Third Party (If Applicable):</b>	
<b>Signature:</b>	

**Delivery Information**

*A representative must be in your booth at the time of delivery unless alternate arrangements are made.  
Delivery subject to readiness of the booth structure and set-up. Please call us at 714.448.2182 with questions.*

<b>On-Site Contact Person:</b>	<b>Cell Phone:</b>
<b>Please Select Your Preferred Date and Time of Delivery (Choose One):</b>	
Thursday, November 29, 2018	<input type="checkbox"/> 8am - 12pm <input type="checkbox"/> 1pm - 5pm
Friday, November 30, 2018	<input type="checkbox"/> 8am - 12pm <input type="checkbox"/> 1pm - 5pm
<b>If You Have a Special Delivery Request, Please Note it Here:</b>	

**Payment Information**

**Method of Payment (Choose One):**

☐ **Credit Card** \* In an effort to maximize the security of customer payments, a Freeman representative will include a link to our secure portal to provide credit card payment, with your order confirmation.

☐ **Check** \*Checks must be in U.S. funds drawn on a U.S. or Canadian bank. "U.S. Funds" must be pre-printed on Canadian checks.

☐ **Key Account** \*Key Account customers have been pre-approved with net 30 terms.

☐ **Bank Transfer** \* Please reference the Show Name and Booth Number so we may properly credit your account.  
**Wire Transfer:** Bank Transfer to Bank of America, N.A.; Dallas, TX  
 ABA#: 026-009-593, ACCT #: 4426831545 Freeman Audio Visual, Inc.  
 Physical address routing identifiers: 100 West 33rd Street, New York, NY

**International Wire Transfer**  
 Swift Code: BOFAUS3N ACCT # 4426831545 Freeman Audio Visual, Inc.  
 CHIPS address: 0959 Freeman Audio Visual, Inc.  
 Physical address for international routing identifiers: 100 West 33rd Street, New York, NY

**ACH Direct Deposit**  
 ABA# 111-000-012 ACCT # 4426831545 Freeman Audio Visual, Inc.  
 ABA routing transit number physical bank address: 901 Main Street, Dallas,TX

Note: Customers assume responsibility for any bank processing fees.

*\*\* For your convenience, Freeman will use your authorization to charge your credit card account for advanced and on site orders placed by your company representative. These charges may include all Freeman companies, or any charges which Freeman may be obligated to pay on behalf of the Exhibitor including without limitation, any shipping charges.*

*\*\* All payments must be made in advance in US funds.*

*\*\*Full payment, including any applicable tax, is due at the time the order is placed.*

**Cancellation Policy:** Any cancellation must be received within **7 days** of show open to avoid being charged one day's rental rate. Cancellations after delivery will result in a day's charge and labor incurred.

# PAYMENT & LABOR

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

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

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

## DEFINITIONS

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

## PAYMENT TERMS

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

## ELECTRICAL

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

## LABOR UNDER THE SUPERVISION OF EXHIBITOR RESPONSIBILITIES

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

## INDEMNIFICATION

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

## IMPORTANT

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

# MATERIAL HANDLING

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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



AIR CARGO SERVICE REQUEST AND SHIPPING INSTRUCTIONS CONTRACT

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

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

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

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

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

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

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

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

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

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

7. SHIPPER'S RESPONSIBILITIES AND INDEMNIFICATION:

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

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

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

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

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



# MOTOR CARGO

## MOTOR CARGO SERVICE REQUEST AND SHIPPING INSTRUCTIONS CONTRACT

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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# ELECTRICAL SERVICES

From under carpet wiring to overhead lighting, Freeman has the power to simplify your electrical needs and installation. We've answered your most common questions below to help you place your order or prepare for a detailed discussion. Whether you require basic household/office power or a more technical installation for equipment, audio-visual presentations or truss lights, our electrical specialists and qualified electricians are always available to assist you.

## **How do I know how much power I need?**

First, review a layout of your exhibit, noting all of the items in it that require power. Consider lighting, computer equipment, and your own product. Are you bringing or renting any a/v equipment or ordering catering services that might need power? Will you be using a lead retrieval machine? If it's an item that plugs into a standard wall outlet found in a home or office (in North America), it will require 110/120 volt power. 208 or 480 volt power is generally used for machinery or industrial cooking devices and is ordered by single or 3 phase.

Next, mark the voltage and wattage or amperage (referred to as "load") (100 watts = 1 amp) of each piece of equipment at it's location in the booth. This information should be provided on a name plate or stamp usually located on the back or bottom of the equipment. If not indicated, check our accompanying electrical usage guide for estimated wattages for common items used at trade shows or call your rental company/caterer for specifics. For lighting, loads are dictated by the wattage of the bulbs. Arm lights included with Freeman exhibit packages use 200 watt bulbs. Keep in mind that you need to order power for any lighting within your booth unless the lights are ordered directly from the Electrical Department (those listed on the Freeman electrical order form).

Finally, total the wattage for the 120 volt devices in each area and select an outlet that meets or exceeds that total. Separate outlets should be ordered for each piece of equipment and/or each power location to help minimize tripping/power outages. It is always safer to slightly overestimate your power requirements. Wattage or amperages cannot be combined for 208 or 480 volt apparatus. Please order separate outlets for each.

## **Do I need to order labor?**

As the official service contractor, electrical installations must be performed by Freeman union labor. Labor is required for any electrical work over and above the delivery of outlets to the back wall of inline booths. Labor orders will automatically be input upon receipt of an electrical layout for under carpet installation (floor work) or to connect any 208 volt or higher services (hook up). Dismantle labor for electrical services is calculated at 50% of the installation time since much of the work is performed on a mass basis after booths are removed from the exhibit hall. Please see the electrical labor order form for further details, rules and regulations.

## **What is an electrical layout and why do I need one?**

Like your own home, electrical boxes and wiring should not be visible once the exhibit is completed. At show site, they are the first things to be installed so that they can be hidden by drape, walls or counters and under flooring or carpet. Electricians, therefore, work on a blank slate. A good electrical layout or floor plan provides them with a simple overhead view of your booth indicating the locations and load of each electrical outlet and the orientation of your booth within the show itself. The layout should be to scale and provide specific measurements to each outlet along with surrounding aisle or booth numbers to ensure accuracy. For island booths, a main power location must also be indicated as it is the location from which other outlets are fed. Please see the sample layouts and electrical grid for further information.

When a layout and credit card are provided in advance, Freeman makes every effort to ensure that the floor work is completed before you arrive so that there is no delay in assembling your booth. Once carpet is laid, installing or changing electrical services becomes much more difficult and potentially costly.

Please note that layouts, complete with mandatory information, are required prior to the deadline date for electrical orders to be eligible for advance rates. Layouts are not required if all outlets are located at the back wall in inline booths.

## **Is the price for power per day?**

Outlet or connection prices are typically for an entire show.

## **What is 24 hour power?**

Many facilities these days are energy conscious and therefore turn off power overnight during show days. Power is turned off 1/2 hour after the show closes at the earliest and restored no later than 1/2 hour before the show opens the following day. 24 hour power is, as it sounds, power that is continuously on 24 hours per day.

If your booth includes, for example, refrigeration equipment, an aquarium or programmable apparatus that depends on uninterrupted power, you should consider ordering 24 hour service. Power is usually not turned off during move-in or move-out.

## **Where does the power come from?**

Depending on the facility, the power can come from overhead catwalks, floor ports, columns, wall outlets or a combination of these sources. Check with the local Freeman branch office for more information.

## **Where will my power be located?**

In-line and peninsula booths will find their main power source on the floor somewhere along the rear drape line of their booth. Island booths need to submit an electrical layout. Please see the sample layouts and electrical grid for further information.

## **What if I need power at another location besides the rear of my booth? What if I have multiple power locations?**

Exhibitors requiring power at any location other than a back wall must submit an electrical layout. Please see the sample layouts and electrical grid for further information.

## **How many places will I have to plug in? How many things can I plug in?**

For planning purposes, you should always assume that there is only one connection point per outlet ordered. Power strips can provide additional sockets but do not confuse having more places to plug in with additional power. For example – An order is placed for a 500 watt outlet. A track light with 4 – 100 watt bulbs is plugged in to a power strip connected to the outlet, using 400 of the 500 watts. Any lighting or equipment now plugged in to a second socket may not exceed 100 watts.

Also keep in mind that power strips are designed, for safety purposes, to trip at 1500 watts or 15 amps. Using a power strip with a 2000 watt (20 amp) outlet will reduce it to a 1500 watt outlet.

All orders exceeding 120 volt/20 amps provide one connection point only, cannot accommodate power strips and require labor for installation.

# F R E E M A N

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### **Can I bring my own extension cords and power strips? (Also known as plug strips, multi strips, etc.)**

Exhibitors may use their own extension cords and power strips under the following conditions:

- The equipment must be 3 wire, 14 gauge minimum with a ground.
- The extension cords must be flat if they are to be laid under carpet. (Labor is required to lay the cords.)
- All power strips must have circuit protection.

### **Can I run my extension cords under the carpet myself?**

For safety reasons, exhibitors are not allowed to run any electrical wiring under any type of floor covering or where they may be concealed in the booth structure. The show's electrical contractor is liable for electrical installations and therefore must perform all floor or booth work.

### **Will my floor work be completed before I arrive?**

Every attempt is made to have floor work completed prior to carpet installation if you have submitted the following:

- A completed electrical order form.
- A valid and authorized credit card to be kept on file for the company.
- An electrical layout indicating the main power location, dimensions to each power location, the power required at each location, and surrounding aisle or booth numbers to determine orientation of the booth.

Labor and material charges apply.

### **When will my power be turned on?**

Power is only guaranteed to be installed before the show opens. If Freeman is allowed early access to the facility, power is normally ready the first day of move-in for exhibitors but any special requests such as temporary chain motor power, programming machinery or testing equipment should be noted on your order.

### **Do I need lighting?**

Lighting can dramatically change the impact of an exhibit, no matter the size. Used effectively, lighting can emphasize specific areas of a booth or highlight products. Also, an exhibit will appear dark and uninviting if the surrounding booths are lit and yours is not.

### **Can I hang my own lights?**

10 x 10 booths with pop-up displays (a display that can be assembled in less than 30 minutes without tools) can hang their own lights and plug them in without ordering labor. Typically, exhibitors themselves can hang up to 4 lights as long as they require no more than 20 amps in total but it is best to clarify with the local branch. If a decorating company (including Freeman) has been contracted to install a display, electrical labor is required to install the lights. Due to union contracts, no other union is allowed to install electrical equipment.

### **Do I need to order power for my lighting?**

Exhibitors ordering Electrical Services lighting (those listed on the Freeman electrical order form) do not need to order power. It is included in the rental. Exhibitors supplying their own lighting or renting lights need to order power. Labor may be required to hang the lights.

### **Do I need to order labor to plug in my lights or equipment?**

Most 120 volt connections do not require labor. Exhibitors are welcome to plug in their own standard office devices. Labor is required for all 208 or 480 volt connections and if lights or equipment need wiring or if electrical cords are to be run under the carpet or in concealed areas to ensure that all electrical codes and building rules are met.

### **How can I save money and frustration when ordering electrical services?**

Most importantly, be sure to submit your order before the discount price deadline date. If an electrical layout is needed, it also must be received, complete with mandatory information, before the deadline date to be eligible for discount pricing. Late orders can be subject up to a 50% increase in cost because of the behind-the-scenes planning required to distribute power.

Don't underestimate your power requirements and work within the local rules, regulations and union jurisdictions. They have been implemented to avoid problems. While it may seem simple to plug in lights and equipment, it is not uncommon for exhibit or non electrical staff to overload circuits. Trouble calls can become expensive when it takes time to find the source of a problem.

If unsure about labor, call us for direction and if necessary, place a "will call" order before the discount price deadline date. You will only incur a charge if labor is dispatched to your booth but you'll have secured the advance pricing. And, check in with the electrical or service desk as soon as you know you need labor, not at the time you want the electricians in your booth. It will help to avoid delays as we can schedule accordingly.

Lastly, try to resolve any disputes at show site. It is much easier to discuss electrical issues when both parties can physically review the installation.

### **Additional questions?**

Call customer service at the number listed on the Quick Facts and ask for the Electrical Services Department. For fast, easy ordering, tools, and helpful hints go to [www.freemanco.com/store](http://www.freemanco.com/store).

# FREEMAN

## ELECTRICAL SERVICES USAGE GUIDE

The following wattages are approximate and are provided to help you estimate your power usage. To assist in estimating we recommend that you refer to the name plate or stamp usually located on the back or bottom of any electrical apparatus and order the corresponding outlet for each piece of equipment to avoid tripping/power outages during the event.

The formula for wattage is voltage x amperage (120 volt x 1 amp = 120 watts),  
5 - 100 watt light bulbs = (5x100 = 500 watts)

	WATTAGE		WATTAGE
Blender	475-1000	Imprinter for T-Shirts	2000
Can Opener	500	Iron	700-1100
Card Reader (credit) / Lead Retrieval	100	Juicer - Single	500
Cash Register	100-200	Juicer - Double	1000
Coffee Pot - Household Size	600-1200	Laminator	2000
Coffee Pot - Large Brewer	1500-2000	Lights with Freeman Rental Booths	200 each
Computer - Monitor (independent)	120-200	Meat Slicer	500-1000
Computer - Desktop (monitor & CPU)	200-900	Microwave Oven	500-2000
Computer - Laptop	100-300	Mixer	500-1000
Computer Printer - Dot Matrix	100-500	Photocopier	dependent upon size - may require 208 volt
Computer Printer - Laser	400-1000	Pizza Oven (small)	30amp/120 volt Special Connection
Crock Pot	200-1000	Popcorn Maker	2000
DVD Player	50-100	Projector (dependent upon size)	1000
Electric Frying Pan	1200-2000	Refrigerator - Small	400
Fax Machine	1000	Refrigerator - Full Size	750
Flat Screen TV - 32" to 50"	1000	Sewing Machine	1000
Food Processor	500-2000	Steamer	2000
Glue Gun	300	Stereo (amplifier)	100-500
Griddle	1500-2000	Television	100-500
Hair Dryer	1000-2000	Toaster	1000
Heat Lamps (per lamp)	250	Toaster Oven	1500
Heater (portable)	1500-2000	Vacuum Cleaner	1500
Hot Plate Single	1000	VCR	100
Hot Plate Double	1500-2000	Water Cooler - Cold Water	1000
Hot Water Heater	30amp/208 volt/Single Phase	Water Cooler - Hot/Cold Water	2000

# ELECTRICAL SERVICES

The grid below may be printed to layout your electrical requirements for booths up to 40 x 40 or used as a sample to develop your own plan for larger exhibits. Please complete as clearly as possible, indicating the following:

1. **Location of the main power drop.** Power needs to be distributed from one location at which a panel or other piece of electrical equipment will be installed. It is recommended that this equipment be placed in a closet, under a table/desk or in another location that keeps it out of sight. Please provide specific dimensions.
2. **Location and load of all outlets.** Please provide specific dimensions and wattages/amperages. *Please **do not** simply place an X where power is required.*
3. **Booth orientation.** Please provide surrounding aisle and/or booth numbers, particularly for island booths. Also, please try to orient your booth to the overall floor plan so that the diagram does not have to be rotated.

DATES \_\_\_\_\_

BOOTH # \_\_\_\_\_

Adjacent Aisle or Booth# \_\_\_\_\_

[illegible]

Adjacent Aisle or Booth #

A measurement scale can be applied as necessary to reflect the size of your booth.

10 x 10 use 1 square = 1/4 foot


**20 x 20 use 1 square = 1/2 foot**

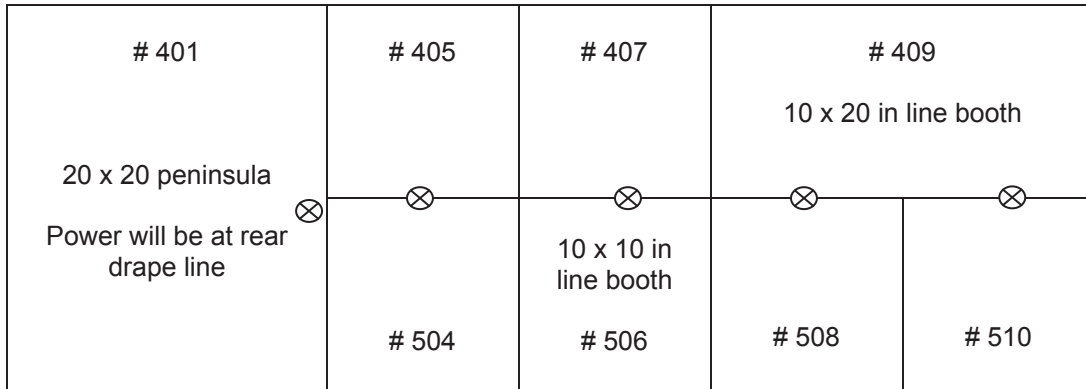
40 x 40 use 1 square = 1 foot



# SAMPLE LAYOUTS

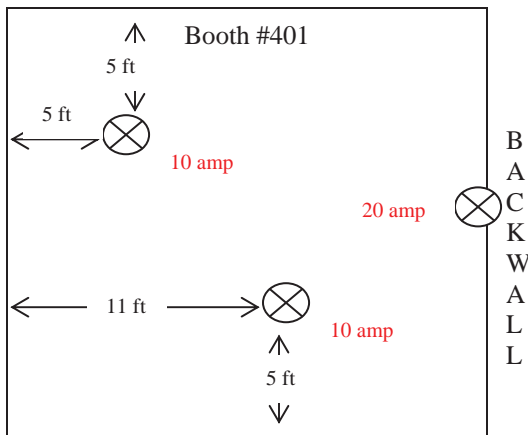
## IN LINE BOOTHS

Power is run or dropped to in line booths along the back walls or drape line of multi booth sections. The “main power locations” therefore are always located at the back of in line and peninsula booths. Outlets may not be in the exact center of the back wall. 120 volt outlets are shared by back to back booths. Example: Outlet = 

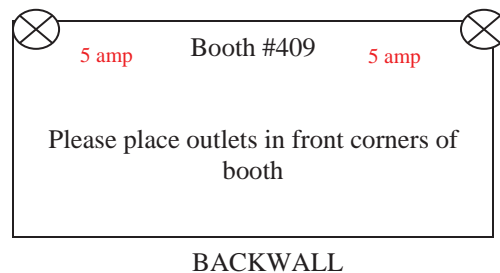


Electrical layouts are required whenever an outlet is needed at any other location within the booth except for the back wall. Exact measurements and/or comments that clearly indicate outlet locations **must be included**. Examples based on above floor plan:

20 x 20 Peninsula – Booth # 401  
Order = 2-10 amp, 1-20 amp outlets



10 x 20 In Line – Booth # 409  
Order = 2 x 5 amp outlets



## ISLAND BOOTHS

Electrical layouts are always required for island booths and **must include** the following information:

### 1. Main Drop.

Since there is no back wall in an island, the exhibitor supplies the location of the main drop, whether one or multiple outlets are ordered. When it will be the point from which power will be distributed to other outlets in the booth, a panel or other piece of electrical equipment (no larger than? x? x?) will be installed at the main drop. For this reason, it is recommended that main drops be located in a closet, under a table/desk or in another area that keeps it out of sight. Measurements must be provided to the main drop.

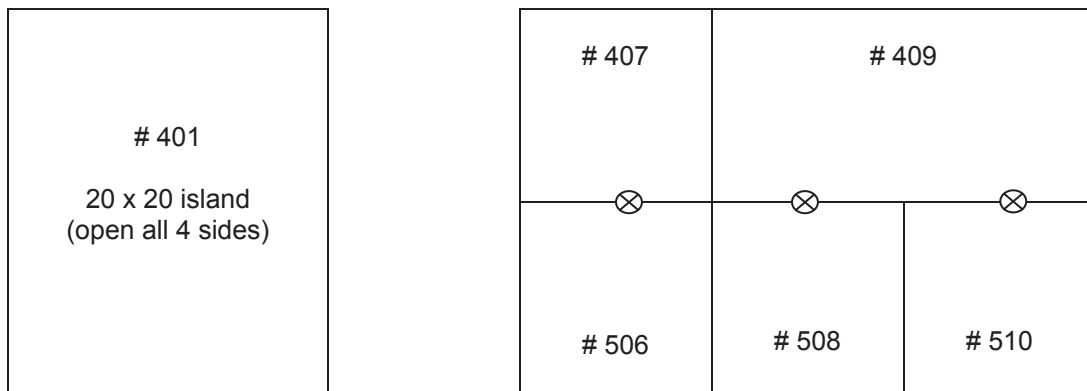
### 2. Location and load of all outlets.

Again, dimensions must be provided to all satellite outlets along with the load of each outlet. It is best to indicate voltage, phase and amperage for all outlets once an order exceeds 120 volt service.

### 3. Booth orientation.

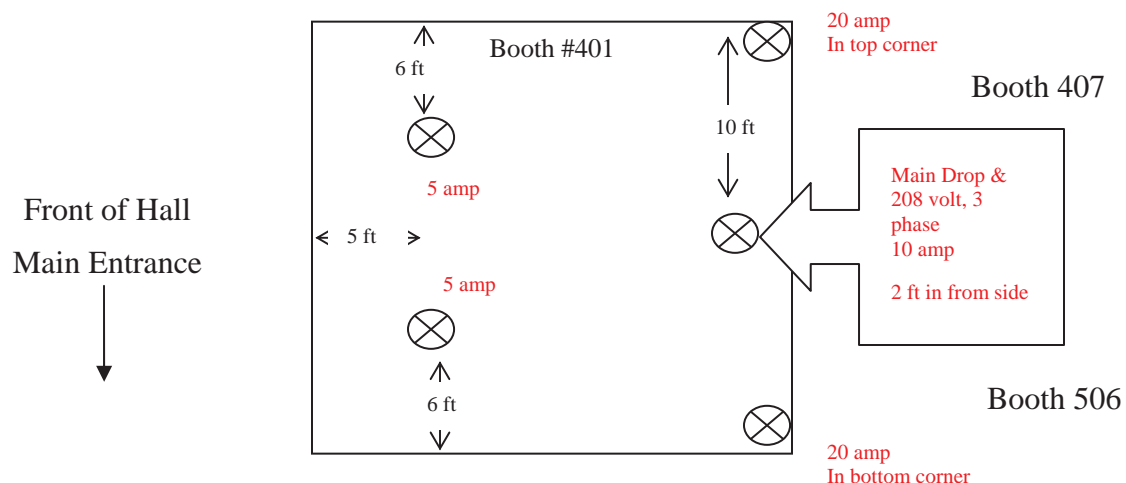
Providing reference points such as surrounding aisle and/or booth numbers defines how an island booth is oriented to the overall show floor plan. In other words, which side is which? It is best to draw your layout relative to the show floor plan so that both are facing the same direction. Examples:

Section of show floor plan



20 x 20 Island – Booth # 401

Order = 1 x 208 volt, 3 phase, 10 amp + 120 volt, 2 x 20 amp + 2 x 5 amp outlets



# FREEMAN

2170 S. Towne Centre Place, Ste 100  
Anaheim, CA 92806  
(714) 254-3410 Fax: (469) 621-5602

**DISCOUNT PRICE  
DEADLINE DATE  
NOVEMBER 14, 2018**

**INCLUDE THE FREEMAN METHOD OF  
PAYMENT FORM WITH YOUR ORDER**

NAME OF SHOW: **60TH ASH Annual Meeting & Exposition / December 1 - 4, 2018**

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

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

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

For Assistance, please call (714) 254-3410 to speak with one of our experts.

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

## ELECTRICAL OUTLETS (Double Price for 24 Hour Service)

Power includes delivery of the service to one location at the rear of the booth in peninsula and inline booths. Please see the Electrical Labor order form for rates and instructions if you require outlets in other locations, have lights or electrical items to hang or erect, have orders for power of 208v or higher, or have other electrical requirements.

### 110/120 VOLT

	Quantity (For Show Hours Only)	Quantity (For 24 hrs/day Double Price)	Discount	Standard	
	Show	24 Hr.	Price	Price	TOTAL
500 Watts (5 amps)	_____	_____	173.25	259.90	= \$ _____
1000 Watts (10 amps)	_____	_____	304.00	456.00	= \$ _____
2000 Watts (20 amps)	_____	_____	406.50	609.75	= \$ _____

### 208 VOLT SINGLE PHASE (Labor Required for Connection)

20 Amps	_____	_____	765.50	1,148.25	= \$ _____
30 Amps	_____	_____	915.00	1,372.50	= \$ _____
60 Amps	_____	_____	1,199.75	1,799.65	= \$ _____
100 Amps	_____	_____	1,575.75	2,363.65	= \$ _____
200 Amps	_____	_____	2,168.00	3,252.00	= \$ _____

### 208 VOLT THREE PHASE (Labor Required for Connection)

20 Amps	_____	_____	1,021.00	1,531.50	= \$ _____
30 Amps	_____	_____	1,219.75	1,829.65	= \$ _____
60 Amps	_____	_____	1,599.25	2,398.90	= \$ _____
100 Amps	_____	_____	2,100.00	3,150.00	= \$ _____
200 Amps	_____	_____	3,006.50	4,509.75	= \$ _____
400 Amps	_____	_____	4,231.75	6,347.65	= \$ _____

Transformer to Boost 208V to Approx. 230V - \$8.00 per Amp (20 Amp Min.)

Qty of Amps \_\_\_\_\_ X Price \$ \_\_\_\_\_ = \$ \_\_\_\_\_

### 480 VOLT THREE PHASE (Labor Required for Connection)

20 Amps	_____	_____	1,224.75	1,837.15	= \$ _____
30 Amps	_____	_____	1,463.75	2,195.65	= \$ _____
60 Amps	_____	_____	1,918.25	2,877.40	= \$ _____
100 Amps	_____	_____	2,522.50	3,783.75	= \$ _____
200 Amps	_____	_____	3,603.25	5,404.90	= \$ _____

### LIGHTING (Price Includes Power Consumed)\*\*\*\*

Single Light Stand (200w)**	_____	161.00	241.50	= \$ _____
Double Light Stand (400w)**	_____	266.75	400.15	= \$ _____
Arm Light***	_____	197.75	296.65	= \$ _____
Overhead Quartz Light*	_____	444.75	667.15	= \$ _____

\* May require labor and a lift at additional charge(s). Please contact [FreemanAnaheimES@freeman.com](mailto:FreemanAnaheimES@freeman.com) for estimated charges.

\*\* For single or double light stand; price includes installation along the side rails of an inline booth. Placement elsewhere will require additional labor and materials.

\*\*\* Requires a hard wall surface for installation.

Extension cords and power strips are available for rental at the Freeman Service Desk.

\*\*\*\*Applicable sales tax applies to all Lighting orders.

## ADDITIONAL INFORMATION

### FOR ADVANCE PAYMENT PRICE

Your order with full payment along with a floor plan indicating main power location and distribution points, if applicable, must be received prior to:

**DEADLINE DATE OF:  
NOVEMBER 14, 2018**

### MULTIPLE OUTLET LOCATIONS / ISLAND BOOTHS

A scaled floor plan is required for orders with multiple outlet locations and/or island booths. Detailed examples are provided on the following page. If a power location or main drop in an island booth is not provided prior to show move-in, a location will be determined by Freeman in order to maintain delivery schedules. Relocation of the service will be charged on a time and material basis.

### ISLAND BOOTHS

For island booths with no labor ordered, there is a 1/2 hour minimum installation charge and a 1/2 hour minimum dismantle charge.

### INLINE AND PENINSULA BOOTHS

Power will be placed in the back of the booth unless otherwise specified.

### 24 HOUR SERVICES

If an uninterrupted power supply is required for the full duration of the show, please order 24 hour power. Electricity is turned on 30 minutes prior to show opening and turned off 30 minutes after show closes on show days. Power will be turned off immediately after final show closing. If you require power outside actual show hours, special arrangements should be made in advance. Additional charges may apply.

### SEPARATE OUTLETS

Separate outlets should be ordered for each piece of equipment and/or each power location.

### HANGING SIGNS

Show site prices will apply if your hanging sign is not received in advance at the warehouse prior to the warehouse shipping deadline date.

### CANCELLATION

A 50% refund will be applied to electrical services cancelled after installation. Refunds will not be issued for materials and/or labor charges related to the installation.

### OVERHEAD POWER

If you require your power from overhead, additional materials and labor may be incurred. Please contact [FreemanAnaheimES@freeman.com](mailto:FreemanAnaheimES@freeman.com).

## TOTAL COST

Outlet(s)	\$ _____
Lighting	\$ _____
Tax	\$ <b>N/A</b>
<b>GRAND TOTAL</b>	\$ _____

FREEMAN electrical

## ELECTRICAL INSTRUCTIONS

### HOW TO DETERMINE ELECTRICAL REQUIREMENTS

#### For Equipment

All electrical equipment is stamped or labeled with electrical ratings usually found on the back or bottom of the equipment. Verify voltage and either amperage or wattage from the information provided. Standard office and household items operate on 110/120 volt power. Machinery and equipment typically require 208 or 480 volt power.

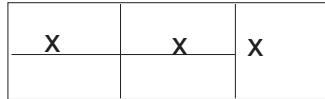
#### For Lighting

Verify the wattage of the bulbs in the lights and multiply by the number of bulbs/lights.

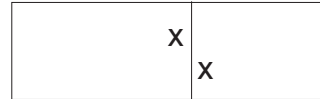
### LOCATION OF POWER IN YOUR BOOTH

#### In-Line and Peninsula Booths

Power will be installed in one location, typically on the floor somewhere along the back of the booth, as indicated in the following diagrams: (We cannot guarantee that the outlet will be specifically located in the middle.)



IN-LINE BOOTHS / PENINSULA

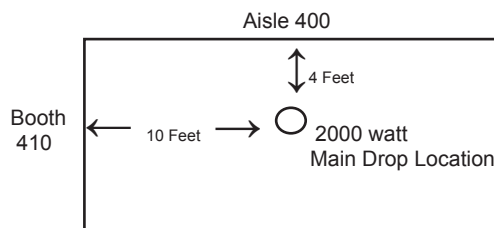


BACK TO BACK PENINSULA

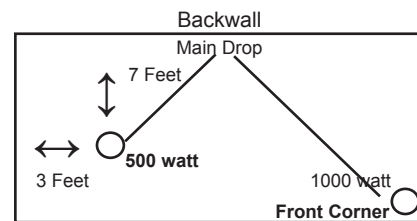
If power is required in locations other than indicated above, secondary distribution will be required and billed on a time and material basis. Please complete and submit an Electrical Labor Order Form with your power order, along with a floor plan as described below.

#### Island Booths/Multiple Outlets

Floor plans are always required for Island Booths and orders for multiple outlet locations. The floor plan must indicate booth dimensions, surrounding booth numbers for orientation within the facility, each outlet location, required wattage or amperage and location for main drop. If power location in an island booth is not provided prior to show move-in, a location will be determined by Freeman in order to maintain delivery schedules. Relocation of the service will be charged on a time and material basis. See examples below: A grid is available at [freemanco.com](http://freemanco.com) to print as a base layout.



Island Booth with one outlet



10 X 20 Booth with multiple outlets  
Labor Required

#### OTHER:

1. Labor is required for any and all electrical work over and above the installation of the main power drop. Please see the Electrical Labor form for complete details. Please complete the labor order form.
2. Dismantle labor will be automatically charged at 50% of the installation time and rounded to the nearest half hour.
3. All material and equipment provided by Freeman is for rental purposes only and remains the property of Freeman. All equipment will be removed at the close of the show by Freeman.
4. All equipment regardless of power source, must comply with Federal, State and local codes as well as any applicable local recognized electrical authorities and standards. Freeman reserves the right to inspect all electrical devices and connections to ensure compliance with all codes and proper permitting. Freeman is required to refuse connections where the exhibitor wiring is not in accordance with local electrical code and permitting.
5. Standard wall and other permanent building utility outlets or sockets are not part of booth space and may not be used by exhibitors unless electrical services have been ordered.
6. Exhibitors' cords must be a minimum of 14 gauge 3 wire with ground and must be flat when used for floorwork. All multi-outlet devices (eg - power strips) must have circuit protection. All exposed non-current carrying metal parts of fixed equipment, which are liable to be energized, shall be grounded.
7. Exhibitor' equipment will be modified to conform to Freeman receptacles. If an outage is the result of an exhibitors' equipment, then a labor charge may be assessed. Labor and materials to install or change a cord cap or fix an outage will be billed on a time and material basis
8. Exhibitors with hardwall displays must arrange for power to be installed inside the booth or provide access.
9. Power sharing is not permitted between exhibitors.

# FREEMAN

2170 S. Towne Centre Place, Ste 100  
Anaheim, CA 92806  
(714) 254-3410 Fax: (469) 621-5602



**DEADLINE DATE**  
**NOVEMBER 14, 2018**

**INCLUDE THE FREEMAN METHOD OF  
PAYMENT FORM WITH YOUR ORDER**

NAME OF SHOW: **60TH ASH Annual Meeting & Exposition / December 1 - 4, 2018**

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

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

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

For Assistance, please call (714) 254-3410 to speak with one of our experts.

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

## ELECTRICAL LABOR

### LABOR RATES & SCHEDULE:

Straight Time - Monday - Friday, 8:00 am - 4:30 pm (Excluding Holidays)

Overtime - Monday - Friday, 4:30 pm - 8:00 am and all day Saturday, Sunday and Holidays

Description	Advance Price	Show Site Price
Electrician - ST.....	\$ 160.75	\$ 225.25
Electrician - OT .....	\$ 321.50	\$ 450.25
Scissor Lift (Labor not included) .....	\$ 227.25	
Boom Lift (Labor not included) .....	\$ 407.25	

All lifts require labor to operate and a ground person in order to meet safety standards.

Dismantle labor will be charged at 50% of the total install time rounded to the next half hour.

- Show site price applies to all labor orders placed at show site.
- Start time guaranteed only at start of working day.

Review the list of work below to determine if electrical labor is required in your booth. None of the following services may be performed by other Unions or I & D houses as it falls under electrical jurisdiction. Time and material charges will apply. Please visit the Freeman service desk to confirm that you are ready for service.

Note: For more information and an example of a completed floorplan please see the following page.

### FLOOR WORK:

Floor work is the distribution of electrical under carpet and flooring.

☐ **OK TO PROCEED WITHOUT EXHIBITOR PRESENT:**

Complete Before: Date \_\_\_\_\_ Time \_\_\_\_\_

Work is completed prior to your arrival. Freeman must receive detailed blue prints/floor plans for power distribution under carpet.

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

AUTHORIZED SIGNATURE: \_\_\_\_\_

☐ **EXHIBITOR SUPERVISION (DO NOT PROCEED)**

### BOOTH WORK:

Booth work is any of the following. Please check all that apply:

- ☐ Distribution of electrical overhead (more than one drop location in your booth).
- ☐ Distribution of electrical through booth structure.
- ☐ Lighting requirements of 2000w or greater require labor to balance & distribute.
- ☐ Connection or hard wiring of all exhibitor equipment.
- ☐ Lighting used as spot or flood lights.
- ☐ Assembly and installation of all lighting from truss or beams.
- ☐ Wiring of overhead signs.
- ☐ Installation of electrical headers and/or light boxes.
- ☐ Other \_\_\_\_\_

### LABOR REQUEST

### SELECT WORK TYPE

Date \_\_\_\_\_ Time \_\_\_\_\_ # Electrician \_\_\_\_\_ Est. # Hours \_\_\_\_\_ Floor Work \_\_\_\_\_ Booth Work \_\_\_\_\_

Date \_\_\_\_\_ Time \_\_\_\_\_ # Electrician \_\_\_\_\_ Est. # Hours \_\_\_\_\_ Floor Work \_\_\_\_\_ Booth Work \_\_\_\_\_

Date \_\_\_\_\_ Time \_\_\_\_\_ # Electrician \_\_\_\_\_ Est. # Hours \_\_\_\_\_ Floor Work \_\_\_\_\_ Booth Work \_\_\_\_\_

Date \_\_\_\_\_ Time \_\_\_\_\_ Est. # Hours \_\_\_\_\_ Lift Type \_\_\_\_\_

Date \_\_\_\_\_ Time \_\_\_\_\_ Est. # Hours \_\_\_\_\_ Lift Type \_\_\_\_\_

NAME OF ON-SITE CONTACT: \_\_\_\_\_

CELL PHONE: \_\_\_\_\_

Special Instructions: \_\_\_\_\_



## ELECTRICAL INSTRUCTIONS

- 1 Labor rates are based on current wage scales and are subject to change in the event of a wage increase after rates have been published.
- 2 A minimum charge of one hour is applicable to all labor requests. Additional time on the same day is billed in 1/2 hour increments. Continuations to another day are a minimum of 1 hour.
- 3 Labor must be picked up at the Freeman service desk. Charges for labor commence at time of dispatch to service the labor call. A one hour minimum will apply if an exhibitor representative is not present at the time of call or reschedules the call, unless 24 hour advance notice is received in writing.
- 4 Labor charges will include the time for electricians to gather the necessary tools and material for the job, have their work checked by the client and return the tools and material to the supply area.
- 5 Exhibitors may supply their own 14 gauge 3 wire, extension cords and/or power strips, both of which must be grounded and UL approved.

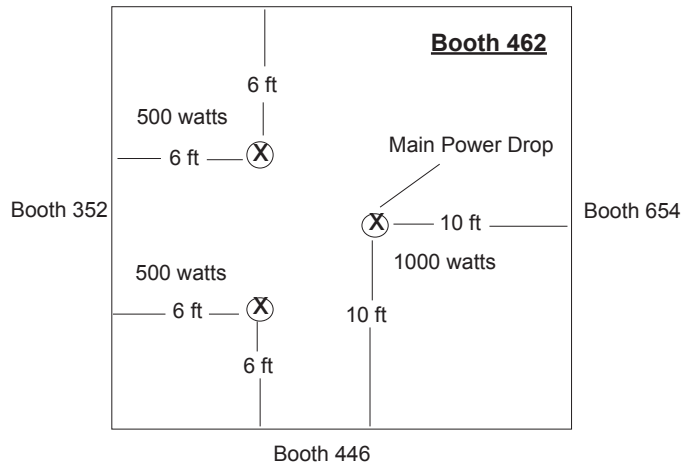
## CANCELLATION POLICY

A 50% refund will be applied to electrical outlets cancelled after installation. Refunds will not be issued for materials and/or labor charges related to the installation.

## EXAMPLE OF PLAN AND INFORMATION REQUIRED TO COMPLETE FLOORWORK

Please indicate the following on the floor plan.

1. Location and load of main power drop - please provide specific dimensions and wattages/amperages.
2. Location and load of all outlets - please provide specific dimensions and wattage, amperage and voltage.
3. Booth orientation - please provide surrounding aisle and/or booth numbers.



# FREEMAN

2170 S. Iowine Centre Place, Ste 100  
Anaheim, CA 92806  
(714) 254-3410 Fax: (469) 621-5602



**DISCOUNT PRICE  
DEADLINE DATE  
NOVEMBER 14, 2018**

**INCLUDE THE FREEMAN METHOD OF  
PAYMENT FORM WITH YOUR ORDER**

NAME OF SHOW: **60TH ASH Annual Meeting & Exposition / December 1 - 4, 2018**

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

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

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

For Assistance, please call (714) 254-3410 to speak with one of our experts.

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

**\*YOUR SIGNATURE ABOVE DENOTES ACCEPTANCE OF ALL TERMS AND CONDITIONS INCLUDED IN YOUR SERVICE MANUAL.  
NOTE: There is a minimum labor charge of 1 hour for both the installation and removal of all services listed below.**

<b>COMPRESSED AIR: 90-100 lbs. PSI</b>	<b>QTY.</b>	<b>Discount Price</b>	<b>Standard Price</b>	<b>TOTAL</b>
Service charge for 1st air outlet (includes 1st 50 ft. of air line) .....	_____	703.75	1,055.65 = \$	_____
Each additional outlet within a booth .....	_____	530.75	796.15 = \$	_____
Additional Footage per foot (after 1st 50 ft.) .....	_____	11.25	16.90 = \$	_____
CFM Requirement .....	_____	13.25	19.90 = \$	_____
To determine Volume Supply Line, please provide your connection size _____			<b>Total</b>	_____

(Please note that any compressed air order must include a minimum of 5 cfm's per machine. If machinery requires more than 5 cfm's, please indicate the total requirement in quantity)

**NOTE:** Plumbing contractor will not be responsible for moisture, oil or water in air lines or loss of flow or drop in pressure in line to equipment. Exhibitors should supply their own filters, driers or other equipment for moisture control. **Exhibitors are not allowed to provide their own air compressors.**

## WATER

Service Charge for first water outlet at rear of booth (includes 1st 50 ft.) _____	703.75	1,055.65 = \$	_____
Each additional water outlet within a booth .....	530.75	796.15 = \$	_____
Additional Footage per foot (after 1st 50 ft.) .....	11.25	16.90 = \$	_____
		<b>Total</b>	_____

**NOTE:** Pressure may vary. Minimum or maximum pressures cannot be guaranteed. If pressure is critical, exhibitors should arrange to have a pressure regulator valve installed. Plumbing contractor is not responsible for sediment, color or taste of water.

## DRAINS

Service Charge for first drain outlet at rear of booth (includes 1st 50 ft.) _____	703.75	1,055.65 = \$	_____
Each additional drain outlet within the same booth .....	530.75	796.15 = \$	_____
Additional Footage per foot (after 1st 50 ft.) .....	11.25	16.90 = \$	_____
		<b>Total</b>	_____

## FILL & DRAINS (Please order for each separate item/machine)

0 - 200 Gallons .....	293.25	439.90 = \$	_____
201 - 400 Gallons .....	435.00	652.50 = \$	_____
Each Additional 100 Gallons .....	49.50	74.25 = \$	_____
		<b>Total</b>	_____

**NOTE:** Plumbing Contractor is not responsible for color or sediment in water fill. If waste water for drain contains hazardous material, chemicals or metals, it cannot be drained. Additional labor charges may be incurred if equipment leaks and/or endangers other property.

Ramps over utility lines in a booth are provided on a time and material basis. A minimum of one hour additional labor charge will apply to lay lines under the carpet or floor or to spot from ceiling. A minimum of one hour labor will apply to remove lines. Please attach floor plan with order to show location of lines.

## GASES & MISCELLANEOUS EQUIPMENT

Please call for an estimate and complete the following:

Gas Type \_\_\_\_\_ \$ \_\_\_\_\_  
Equipment/Material \_\_\_\_\_ \$ \_\_\_\_\_

Exhibitors are not permitted to bring in any type of cylinder gas. Safety Regulations require all cylinder gases to be purchased and managed through Freeman. Labor rates will apply for all orders.

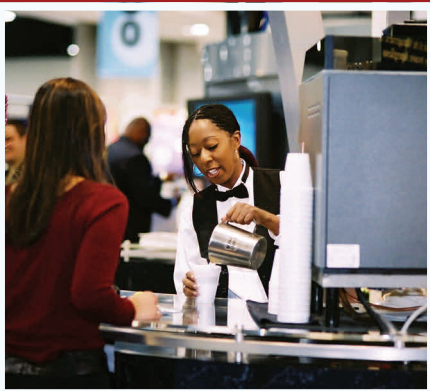
**LABOR RATES (1 hour minimum charge for all services for both installation and removal. Total 2 hours.  
Additional time charged in 1 hour increments.)**

	<b>Advance</b>	<b>Show Site</b>
<b>Straight Time</b> .....	<b>\$ 134.75</b>	<b>\$ 188.75</b>
Monday - Friday, 8:00 am - 4:30 pm (Excluding Holidays)		
<b>Overtime</b> .....	<b>\$ 269.50</b>	<b>\$ 377.50</b>

**In order to obtain the DISCOUNT price, your order and Method of Payment must be received by deadline date.  
Applicable sales tax applies to all orders.**

## PLUMBING CONDITIONS AND REGULATIONS

- 1 To receive discount prices, order must be received by Freeman Electrical Services with full payment by Deadline Date.
  - 2 Credit will not be given for connections installed and not used.
  - 3 All material and equipment furnished by Freeman Electrical Services for this service order shall remain Freeman property and shall be removed ONLY by Freeman at the close of the show.
  - 4 All equipment must comply with state and local safety codes.
  - 5 Claims will not be considered unless filed by exhibitor prior to close of show, no exceptions.
  - 6 Under no circumstances shall anyone other than "Qualified Plumbing Personnel" make service connections.
  - 7 All equipment using water must have inlet and outlet properly tagged.
  - 8 Unless otherwise directed, Freeman Plumbing Personnel are authorized to cut floor coverings to permit installation of service.
  - 9 Connection rates listed cover bringing service from main line to booth and do not include connecting equipment.
  - 10 Service outlet size will be determined by the volume required.
  - 11 All work performed within booth attaching lines to equipment will be charged on a time and material basis.
  - 12 All outlets will be installed on the floor at the backwall of booth.
  - 13 Freeman will not be responsible for moisture or water in air lines. Exhibitors should supply their own filter or other equipment to handle moisture or water.
  - 14 Freeman must have 30 days notice in order to supply special regulators, strainers, traps, etc.
  - 15 All utility outlets include up to 50 feet of accomplished distance. Use of additional footage or equipment will be charged at the prevailing labor and material rate.
  - 16 Exhibitors are not allowed to bring air compressors on the show floor.
  - 17 Pressure may vary. No guarantee can be made of minimum or maximum pressures. If pressure is critical, exhibitors should arrange to have a pressure regulator valve installed.
  - 18 Please call (714) 254-3410 for gas requirements or for an estimate regarding labor or additional footage.
- **Electricity or electrical labor to connect and operate any plumbing apparatus is not included.**
  - **All electrical requirements must be ordered on the Electrical Rental Order Form.**



The San Diego Convention Center Welcomes

60th ASH  
Annual  
Meeting  
and Exposition

Official  
Contractor

We look forward to assisting you with all of your  
food and beverage needs during your event  
scheduled

**December 1st-4th, 2018**

*Exhibitors who will be providing food and beverage/  
hospitality in their booth must order, at their own expense,  
porter service. Porter service is provided exclusively by the  
San Diego Convention Center.*

**AVOID LATE ORDER FEES:**

Ordering Deadline Date is

**Wednesday, November 14, 2018**

Please contact Mary Forney at 619-525-5818 or  
email: [mary.forney@visitsandiego.com](mailto:mary.forney@visitsandiego.com)

#### EXCLUSIVITY

Centerplate Catering holds the exclusive contract for food and beverage at the San Diego Convention Center. **NO OUTSIDE FOOD & BEVERAGE IS PERMITTED.** This includes bottled water and displays of candy. Centerplate reserves the right to assess a corkage fee for exceptions to our policies. Please review our food and beverage policy stating our guidelines and contact the catering department for further information.





SAN DIEGO  
convention center

# BOOTH CATERING GUIDE 2018



## GENERAL INFORMATION

### PLEASE TAKE THE TIME TO FAMILIARIZE YOURSELF WITH OUR POLICIES.

#### POLICIES

- All food and beverage items in the Exhibit Halls must be purchased through the Food and Beverage Department. **THIS INCLUDES BOTTLED WATER.**
- Exhibitor Booth Catering **DOES NOT** supply tables or electrical for your booth. You **MUST** order through your service contractor.
- All food and beverage orders require full payment in advance. We accept American Express, MasterCard, VISA or Company Check. Please make checks payable to Centerplate.
- Initial order, as well as additional services ordered on site, will be billed to the customer's credit card.
- A 20% service charge will apply to all food, beverage and labor charges. Current state and local sales taxes apply to all food, beverage, labor charges, equipment rentals and service charges, and are subject to applicable tax laws and regulations.
- Disposable service ware is used on all food and beverage functions on the Exhibit floor.
- A \$30.00++ "Trip Charge" will apply for each food and beverage delivery.
- Menu items and prices are subject to change without notice.
- To ensure availability of menu items, we encourage you to place your order 14 days prior to your scheduled event

#### CANCELLATION POLICY

- Full charges will be applied to cancellation of any menu items received within (72) hours, (3 business days), prior to delivery.

#### STAFFING

BOOTH ATTENDANT*	\$30.00 PER HOUR
CHEF*	\$75.00 PER HOUR
DELIVERY FEE	\$30.00 PER TRIP

\* Requires a 4 hr. minimum

#### **EXHIBITOR BOOTH CATERING DOES NOT SUPPLY TABLES FOR YOUR BOOTH. YOU MUST ORDER THESE THROUGH YOUR SERVICE CONTRACTOR.**

Please be advised that all food and beverage items in the exhibit halls must be purchased through the booth catering department –this includes bottled water.

To ensure availability of menu items, we encourage you to place your order 14 days prior to your scheduled event

A \$30.00++ delivery fee will be applied to all orders.





## BEVERAGES

### COFFEE SERVICE

FRESHLY BREWED COFFEE\* (gallon) \$65.00

Freshly Brewed Coffee, Decaffeinated Coffee or Hot Teas  
(Black and Herbal)

FRESHLY BREWED STARBUCKS COFFEE\* (gallon) \$75.00

Freshly Brewed Starbucks Coffee, Decaffeinated Starbucks Coffee or  
Hot Teas (Tazo)

*\*Includes Cups, Creamers, Sugar, Artificial Sweeteners, Stirrers and Napkins*

*\*Price per Gallon, 3-gallon minimum required..*

### BEVERAGE SERVICE

ASSORTED CANNED SODA\* \$96.00

AQUAFINA BOTTLED SPRING WATER\* \$96.00

BOTTLED SPARKLING WATER\* \$108.00

ASSORTED BOTTLED FRUIT JUICES\* \$114.00

ASSORTED GATORADE\* (20 oz.) \$140.00

ICED TEA\*\*\* \$45.00

LEMONADE\*\*\* \$45.00

ASSORTED JUICES\*\*\* \$45.00

Orange, Cranberry, or Grapefruit

*\* (24) Beverages per case, (1) Case Minimum Required*

*\*\*\* Price per gallon, (3) Gallon Minimum Required.*

**A \$30.00++ delivery fee will be applied to all above orders.**



## BEVERAGES CONTINUED...

### CQ INFUSED HYDRATION STATION

INFUSED SPA WATERS\* (3.5 gallon) \$185.00

Choice of flavors: Strawberry, Lemon, Red Raspberry, Peach, Mango or Red Raspberry Pomegranate infused with seasonal Fresh Fruit

INFUSED ICED TEA\* (3.5 gallon) \$240.00

Choice of flavors: Red Raspberry, Red Raspberry Pomegranate, Peach, Mango or Passion Fruit infused with seasonal Fresh Fruit

INFUSED LEMONADE\* (3.5 gallon) \$240.00

Red Raspberry, Red Raspberry Pomegranate or Strawberry infused with seasonal Fresh Fruit

*\*Delivered in a 3.5 gallon decorative infusion jar, includes disposable cups and napkins.*

*Approximately 50 /7oz cups per container*

*Exhibitor to provide: Table or counter*

### WATER SERVICE

WATER DISPENSER \$55.00

Rental price per day. Rental Begins on first day of delivery, not first day of usage. Client must have a space that has (1) regular wall socket available for electrical power. Requires 100 volt, 15 amp electrical service.

(3) GALLON JUG OF WATER \$35.00

ICE (Price per 40 Pounds) \$30.00

**A \$30.00++ delivery fee will be applied to all above orders.**

## BREAKFAST | BAKERY

### **BREAKFAST** (10 person minimum required)

#### **CONTINENTAL BREAKFAST**

**\$18.75**

Assorted Fruit Juices

Freshly Baked Breakfast Pastries and Muffins

Freshly Brewed Coffee, Decaffeinated Coffee and Hot Tea

### **BREAKFAST ENHANCEMENT** (Not offered a la carte)

#### **ENGLISH MUFFIN BREAKFAST SANDWICH**

with Scrambled Eggs, Pork Sausage and Cheddar Cheese

**\$6.75**

### **FROM THE BAKERY** Price per dozen; (3) dozen minimum required

ASSORTED DANISH

**\$49.00**

ASSORTED MUFFINS

**\$46.00**

ASSORTED DONUTS

**\$46.00**

ASSORTED BISCOTTI

**\$45.50**

ASSORTED SCONES

**\$48.00**

ASSORTED BAGELS WITH CREAM CHEESE

**\$49.00**

FRESHLY BAKED COOKIES

**\$39.00**

FRESHLY BAKED BROWNIES

**\$42.00**

GOURMET CUPCAKES

**\$68.00**

CENTERPLATES SIGNATURE CHOCOLATE DIPPED CRANBERRY MACAROONS

**\$43.00**

CHOCOLATE DIPPED STRAWBERRIES

**\$45.00**

### **SHEET CAKES**

(Choice of fruit or cream filling – Includes disposable cake knife, plates, forks and napkins)

FULL SHEET CAKE\* (80 SLICES)

**\$475.00**

HALF SHEET CAKE\* (40 SLICES)

**\$250.00**

*\*Custom Artwork available starting at \$200.00++; pricing may vary depending on intricacy of logo/design.  
Contact your Catering Sales Manager for more information.*

**A \$30.00++ delivery fee will be applied to all above orders.**

## PANTRY

### FROM THE PANTRY

DOMESTIC CHEESE DISPLAY WITH CRACKERS (Serves 20 guests)	\$170.00
SEASONAL VEGETABLE CRUDITÉ WITH DIP (Serves 20 guests)	\$160.00
SLICED FRESH FRUIT	\$140.00
WHOLE FRESH FRUIT (Serves 20 guests)	\$60.00
POTATO CHIPS AND DIP (Serves 20 guests)	\$140.00
TORTILLA CHIPS WITH PICO DE GALLO (Serves 20 guests)	\$120.00
MIXED NUTS (2 pounds)	\$88.00
TRADITIONAL SNACK MIX (2 pounds)	\$48.00
MINTS (2 pounds)	\$56.00
PRETZEL TWISTS (2 pounds)	\$42.00
GRANOLA BARS (24 individual bars)	\$90.00
ASSORTED INDIVIDUAL BAGS OF CHIPS	\$3.00

**A \$30.00++ delivery fee will be applied to all above orders.**





## LUNCHEONS

### **BUFFET LUNCHEON (Minimum of 10 guests)**

#### **GOURMET DELI BUFFET**

**\$47.00**

Assorted Pre-made Sandwiches –Turkey, Roast Beef, Vegetarian and Submarine  
Mustard and Mayonnaise, Chef's Selection of Deli Salad, Assorted Bags of Individual  
Chips, Assorted Whole Fruit and Assorted Cookies

### **BOX LUNCHEON (10 box lunch minimum required)**

#### **BOX LUNCH**

**\$27.25**

Choice of Turkey, Roast Beef or Vegetarian Sandwich  
Served with Individual Bag of Chips, Freshly Baked Cookie and Canned Soda

#### **GOURMET WRAP BOX LUNCH**

**\$30.00**

Southwest Roast Beef Wrap with Grilled Peppers, Grilled Turkey with Pesto Wrap or  
Grilled Vegetable Wrap  
Served with Gourmet Potato Chips, Pasta Salad, Gourmet Brownie and Canned Soda

#### **GOURMET SALAD BOX LUNCH**

**\$27.75**

Chinese Chicken Salad or Grilled Chicken Caesar Salad  
Served with Gourmet Potato Chips, Gourmet Brownie and Canned Soda

### **LUNCHEON SANDWICHES**

#### **ITALIAN SUBMARINE SANDWICH (serves 10)**

**\$100.00**

Salami, Mortadella, Cappicola, Provolone Cheese, Lettuce and Tomato  
On a 2-Foot Loaf of Crusty French Bread  
Italian Dressing or Mustard and Mayonnaise

#### **ALL AMERICAN SANDWICH PLATTER (serves 20)**

**\$200.00**

An assortment of Traditional American Meats and Cheeses to include  
Roast Beef, Ham, Turkey, Swiss and American Cheeses  
Lettuce, Tomato and your Choice of Mustard or Mayonnaise

#### **PLATTER OF ASSORTED MINI-SANDWICHES**

**\$200.00**

Forty Mini-Sandwiches to include:  
Turkey, Roast Beef, Ham and Chicken Salad

**A \$30.00++ delivery fee will be applied to all above orders.**

## LUNCHEONS CONTINUED...

### LUNCHEON SIDE SALADS (Each bowl serves 20 guests)

#### GARDEN SALAD

\$120.00

Mixed Field Greens, Tomatoes, Carrot Curls and Cucumbers  
Choice of Ranch, Italian or Bleu Cheese Dressings  
Served with Hearth Baked Rolls and Butter

#### CHICKEN CAESAR SALAD

\$140.00

Crisp Romaine Lettuce, Sliced Breast of Chicken and Garlic Croutons  
Traditional Caesar Dressing  
Served with Hearth Baked Rolls and Butter

#### MEDITERRANEAN SALAD

\$160.00

Mixed Field Greens, Slices of Grilled Marinated Breast of Chicken,  
Grilled and Marinated Vegetables, Feta Cheese, Vine Ripe Tomatoes,  
Kalamata Olives  
Lemon Herb Vinaigrette  
Served with Hearth Baked Rolls and Butter

**A \$30.00++ delivery fee will be applied to all above orders.**





## RECEPTION

### COLD HORS D'OEUVRES

*Prices below are per dozen / 2 dozen minimum per selection*

CHIMICHURRI SHRIMP SKEWER	\$75.00
WILD MUSHROOM BAGUETTE	\$63.00
AHI POKE With Wakami Salad, Tobiko and a Wonton Chip	\$72.00
CURRY CHICKEN ON TOASTED BRIOCHE	\$66.00
ANTIPASTO SKEWER with Artichoke, Tomato, Kalamata Olive and Mozzarella	\$75.00
STRAWBERRY STUFFED BRIE	\$75.00

### HOT HORS D'OEUVRES

*Prices below are per dozen / 2 dozen minimum per selection*

DATE STUFFED WITH BLUE CHEESE WRAPPED IN BACON with Green Onion and Teriyaki Glaze	\$72.00
MEDITERRANEAN CHICKEN KABOB with Figs and Roasted Tomatoes	\$81.00
COCONUT CRUSTED SHRIMP with Ginger Sweet Chile	\$81.00
ANDOUILLE SAUSAGE EN CROUTE with Whole Grain Mustard	\$72.00
TANDOORI CHICKEN BROCHETTE	\$69.00
CARNITAS TAQUITOS with Cilantro Cream Fraiche	\$66.00

**A \$30.00++ delivery fee will be applied to all above orders.**



## STATIONS

### DESSERT STATIONS

*20 guest minimum required per order*

#### CHEESECAKE BITES STATION

\$14.75

New York Cheesecake Squares  
Vanilla Bean and Scented Strawberry Compotes  
Chocolate Fondue, Hazelnut Caramel Sauces  
Toasted Almonds, Coconut and Whipped Cream

**Client to Supply:**

**4x6 workspace · Minimum of (1) – (6) ft table · Trash Removal · Clean Up**

#### PETIT PATISSERIE STATION

\$16.00

A gourmet selection of Miniature French Pastries, Petit Fours,  
Mini Tartlets, Chocolate Truffles and Chocolate Dipped Strawberries

**Client to Supply:**

**4x6 workspace · Minimum of (1) – (6) ft table · Trash Removal · Clean Up**

**A \$30.00++ delivery fee will be applied to all above orders.**

### ACTION STATIONS

*Minimum guarantee per day will apply, plus a one-time set-up fee of \$100.00++*

#### ICE CREAM NOVELTY CART

\$775.00

(1) Ice Cream Cart

Standard Cart to include: (163) Assorted Ice Cream Novelties  
(Assorted Ice Cream Novelties)

Additional Ice Cream Novelties @ \$4.75++ each

Should you desire an experienced Booth Attendant to distribute the product,  
a \$30.00++ per hour/four hour minimum labor fee will apply.

**Client to Supply:**

**110 volt single phase (15) amp · 4x4 work space · Trash Removal · Clean Up**

#### PREMIUM DOVE ICE CREAM CART

\$775.00

(1) Ice Cream Cart

Standard Cart to include: (100) Dove Ice Cream Novelties  
(Assorted Dove Ice Cream Novelties)

Additional Ice Cream Novelties @ \$7.75++ each

Should you desire an experienced Booth Attendant to distribute the product,  
a \$30.00++ per hour/four hour minimum labor fee will apply.

**Client to Supply:**

**110 volt single phase (15) amp · 4x4 work space · Trash Removal · Clean Up**

**A \$30.00++ delivery fee will be applied to all above orders.**





## STATIONS CONTINUED...

### ACTION STATIONS CONTINUED...

*Minimum guarantee per day will apply, plus a one-time set-up fee of \$100.00++*

#### GOURMET SOFT PRETZEL STATION

\$775.00

To Include: (130) Freshly Baked Gourmet Soft Pretzels  
served with your choice of Nacho Cheese or Traditional Yellow Mustard  
Heated Pretzel display Case, Napkins and Appropriate Supplies

Additional Pretzels @ \$6.00++ each

A Booth Attendant is required. A \$30.00++ per hour/(4) hour minimum labor fee will apply

***Client to Supply: 110 volt single phase (15) amp · 4x4 work space · Minimum of one (6) ft table · Trash Removal · Clean Up***

#### FRESH BAKED GOURMET CHOCOLATE CHIP COOKIE STATION

\$700.00

Featuring David's Premium Gourmet Chocolate Chip Cookies

To Include: (213) Chocolate Chip Cookies\*, Oven, Napkins and Appropriate Supplies

Additional Cookies @ \$3.25++ each

A Booth Attendant is required to bake and distribute the product to your guests.

A \$30.00++ per hour/(4) hour minimum labor fee will apply.

\*A portion of the cookies will be pre-baked and delivered to your booth on trays.

***Client to Supply: 120 volt single phase (10.9) amp · 4x4 work space · Minimum of one (6) ft table · Trash Removal · Clean Up***

#### FROZEN BLENDED BEVERAGE STATION

\$800.00

Frozen non-alcoholic specialty drink with choice of (2) Flavors-Strawberry,  
Wild Berry or Mango

Includes (145) 7oz. Blended beverages

Additional frozen drinks @ \$5.50++ each

A Booth Attendant is required to distribute the product.

Minimum Guarantee of \$800.00

A (2)-hour set-up time is required on the Show Floor.

A \$30.00++ per hour/(4) hour minimum labor fee will apply.

***Client to Supply: 110 volt single phase (6.5) amp · 4x4 work space  
Minimum of one (6) ft table · Trash Removal · Clean Up***

**A \$30.00++ delivery fee will be applied to all above orders.**



## STATIONS CONTINUED...

### ACTION STATIONS CONTINUED...

*Minimum guarantee per day will apply, plus a one-time set-up fee of \$100.00++*

#### CAPPUCCINO CART

**\$950.00**

To Include: Coffee Beans and Grinder, Cups, Napkins, Stirrers, Sugar and Creamer  
(190) Cups of Cappuccino and Espresso included.

(1) Experienced Booth Attendant, for a maximum of (4) hours

Cappuccino Machine set-up

(Machine is attached to a stainless steel cart to accommodate water supply and storage.)

Additional Cups of Cappuccino and Espresso @ \$5.00++ each

Minimum guarantee of \$950.00 per day will apply, plus a one-time set-up fee of \$100.00++.

Should you desire service for a longer period of time; a \$30.00++ per hour labor fee will apply.

**Client to Supply: (30) amp (3) Phase (5) Wire power (110) volt single phase (15) amp  
4x4 work space and storage area · Trash Removal · Clean Up**

#### STARBUCKS CAPPUCCINO CART

**\$1425.00**

To Include: Starbucks Coffee Beans and Grinder, Cups, Napkins, Stirrers, Sugar and Creamer

(259) Cups of Cappuccino and Espresso Included

(1) Experienced Starbucks Barista for a maximum of (4) hours

Cappuccino Machine set-up

(Machine is attached to a stainless steel cart to accommodate water supply and storage.)

Additional Cups of Cappuccino and Espresso @ \$5.50++ each

Minimum guarantee of \$1425.00 per day will apply, plus a one-time set-up fee of \$100.00++.

Should you desire service for a longer period of time; a \$30.00++ per hour labor fee will apply.

**Client to Supply: (30) amp (3) Phase (5) Wire power (110) volt single phase (15) amp  
4x4 work space and storage area · Trash Removal · Clean Up**

#### STARBUCKS SHAKEN TEA STATION

**\$950.00**

To Include: (180) 12 oz. Cups of Tazo Iced Black Tea or Tazo Iced Passion Tea,  
handcrafted using a martini style shaker, Starbucks Logo Cups, Napkins and  
Appropriate Supplies

Additional Cups of Tea @ \$5.25++ each

Minimum guarantee of \$950.00 per day will apply, plus a one-time set-up fee of \$100.00++.

(2) Booth Attendants Required.

\*An additional Booth Runner may be required depending on volume.

A \$30.00++ per hour/(4) hour minimum labor fee will apply for each attendant.

**Client to Supply: 4x4 work space and storage area · Minimum of one (6) ft table  
Trash Removal · Clean Up**

**A \$30.00++ delivery fee will be applied to all above orders.**



Centerplate holds the exclusive rights to all food and beverage within the San Diego Convention Center. This exclusive agreement prohibits exhibitors or other event participants from bring food or beverage into the San Diego Convention Center without the written approval of Centerplate - this includes bottled water. **Centerplate requires that a SDCC bartender dispense all alcoholic beverages.**

**INSTRUCTION NOTE:** Fill in and submit both the order form and the credit card authorization form completely to process your order.

Company Name: \_\_\_\_\_  
 Billing Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_  
 Zip: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_  
 Booth #: \_\_\_\_\_ Event : \_\_\_\_\_  
 Representative: \_\_\_\_\_ Title: \_\_\_\_\_  
 On-Site Contact: \_\_\_\_\_ On-Site Cell #: \_\_\_\_\_

## MENU ITEMS · SUPPLIES · EQUIPMENT

DELIVERY DATE	DELIVERY TIME	QTY	DESCRIPTION	UNIT PRICE	TOTAL PRICE

## DELIVERY FEE · BARTENDER · BOOTH STAFF · KITCHEN LABOR

START TIME	END TIME	QTY	DESCRIPTION	UNIT PRICE	TOTAL PRICE

### COMMENTS:

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

### SUBTOTAL

20% SERVICE CHARGE

SUBTOTAL WITH SERVICE CHARGE

7.75% CA STATE TAX

TOTAL ESTIMATED CHARGES

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

To ensure availability of menu items, we encourage you to place your order 14 days prior to your scheduled event



Event Name: \_\_\_\_\_

Exhibitor Name: \_\_\_\_\_

On-Site Contact: \_\_\_\_\_ On-Site Cell #: \_\_\_\_\_

**ONE OPTION BELOW MUST BE SELECTED:**

- ☐ Company Check used for total charges on initial catering contract. Credit Card to be used for additional items ordered on site.  
☐ Credit Card to be used for all charges Pre-Ordered for the show and additional items Ordered On-Site.

Credit Card #: \_\_\_\_\_ Credit Card Type: \_\_\_\_\_

Cardholder's Name: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

CID #: \_\_\_\_\_

- ☐ Check this box if billing address for this credit card is the same as Address listed on page (1)

**If the address is different, please fill in the information below for the credit card**

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

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

**BY SIGNING BELOW**, CUSTOMER AGREES TO PAY TOTAL CHARGES AS SPECIFIED ON THE CATERING CONTRACT AS WELL AS ANY APPLICABLE CHARGES FOR ADDITIONAL ITEMS ORDERED ON-SITE. CENTERPLATE WILL USE THIS AUTHORIZATION FOR ANY ADDITIONAL CHARGES INCURRED AS A RESULT OF ON-SITE ORDERS PLACED BY YOUR REPRESENTATIVE(S).

AUTHORIZED SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

Once the above information has been completed, a Banquet Event Order (BEO) and Catering Contract will be processed. **Pre-Payment is required.** Payment arrangements can be made either by company check or credit card. Last page of this form is a fax cover page for your convenience.

**PLEASE RETURN ORDER TO:**  
**SAN DIEGO CONVENTION CENTER**  
**ATTN: FOOD AND BEVERAGE DEPARTMENT**  
**111 W. HARBOR DRIVE, SAN DIEGO, CA 92101**  
**PHONE (619) 525-5800 • FAX (619) 525-5858**

**BOOTH ORDER FORM AND CREDIT CARD AUTHORIZATION MUST BE COMPLETED AND RETURNED TOGETHER FOR YOUR ORDER TO BE PROCESSED.**

TODAYS DATE: \_\_\_\_\_

ATTENTION: **BOOTH CATERING DEPARTMENT – SAN DIEGO CONVENTION CENTER**

FAX NUMBER: **(619)-525-5858**      # OF PAGES FAXED: \_\_\_\_\_

OR SEND BY EMAIL TO: **MARY.FORNEY@VISITSANDIEGO.COM**

**FROM:** (CONTACT NAME) \_\_\_\_\_

(COMPANY NAME) \_\_\_\_\_

(FAX NUMBER) \_\_\_\_\_ (EMAIL) \_\_\_\_\_

**EVENT NAME:** \_\_\_\_\_ **BOOTH NUMBER:** \_\_\_\_\_

**EVENT START DATE:** \_\_\_\_\_ **CONTACT PHONE NUMBER:** \_\_\_\_\_

**COMMENTS:**

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## BOOTH CATERING DEPARTMENT

### EXHIBIT BOOTH

### FOOD & BEVERAGE POLICY

CENTERPLATE holds the exclusive rights to all food and beverage within the San Diego Convention Center. This exclusive agreement prohibits exhibitors or other event participants from bringing food, beverage or alcohol into the San Diego Convention Center without the written approval of CENTERPLATE; [this includes private labeled bottled water](#). Exhibitors are not permitted to sell food or beverage in the San Diego Convention Center.

#### BOOTH SAMPLING:

Exhibitor/event participant must be the manufacturer or manufacturer's representative of the product to be sampled.

- ◆ [Product must be germane to the show/event.](#)
- ◆ [Food samples are restricted to: 2oz portion.](#)
- ◆ [Beverage samples are restricted to: 4oz fluid portion.](#)

If the exhibitor/event participant meets the above criteria, simply submit the Booth Sampling/Waiver Authorization form for approval. Your request will be processed and written approval will be sent to you. Food and beverage marketing/sampling activities must be conducted within the confines of the exhibitor's booth space.

If you are a manufacturer or manufacturers' representative and wish to [exceed](#) the sample size requirements, submit the Booth Sampling/Waiver Authorization form. Your request will be processed and a written decision will be sent to you, along with a contract for the applicable waiver fee.

#### BOOTH WAIVER :

Exhibitors/event participants utilizing "traffic builders" (i.e. bottled water, popcorn, coffee, smoothies, full sized candy bars, etc.) that compete with food or beverage provided by Centerplate must submit the Booth Sampling/Waiver Authorization form. Your request will be processed and a written decision will be sent to you, along with the applicable corkage fees due.

#### ALCOHOLIC BEVERAGES:

All alcohol sales and consumption in the San Diego Convention Center are regulated by the California Alcoholic Beverage Control and Centerplate is responsible for the administration of these regulations. Centerplate prohibits exhibitors and event participants from bringing in or removing alcohol from the San Diego Convention Center. No alcoholic beverages are allowed to be served by anyone other than San Diego Convention Center Food and Beverage Department Bartenders.

ALL THE AFOREMENTIONED POLICIES WILL BE STRICTLY ADMINISTERED. ANY VIOLATION OF THESE WILL RESULT IN THE REMOVAL OF PRODUCT FROM THE SHOW FLOOR.



## BOOTH SAMPLING/WAIVER AUTHORIZATION FORM

Event Name \_\_\_\_\_ Date(s) \_\_\_\_\_

### **EXHIBITOR/EVENT PARTICIPANT**

On-Site Cell # \_\_\_\_\_

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

Email Address \_\_\_\_\_

Address \_\_\_\_\_

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

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

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

Item(s) and portions to be distributed \_\_\_\_\_

Quantity to be distributed \_\_\_\_\_

Purpose \_\_\_\_\_

Approved: \_\_\_\_\_

\_\_\_\_\_ Date \_\_\_\_\_

Booth Catering Manager/F&B Department

Corkage/Waiver fees that apply to this approval: \_\_\_\_\_

### **Sampling Support Services**

Please contact us at (619) 525-5818, no later than 21 days prior to your event to order Kitchen Prep Time, Equipment, Storage, Staffing, Ice, Bottled Water or other support services required for your sample distribution

*Please fax this form no later than 21 days prior to your event:*

### **San Diego Convention Center**

*Food & Beverage Department*

111 West Harbor Drive

San Diego, Ca 92101

Phone: 619-525-5818 · Fax: 619-525-5858

SAN DIEGO  
convention center





# EXHIBITOR CLEANING INFORMATION

## SHOW & CONTACT INFORMATION

Orders processed online at: <https://boothcleaning.sdccc.org>

Phone: 619.525.5468 | Email: [boothcleaning@visitsandiego.com](mailto:boothcleaning@visitsandiego.com)

Show: \_\_\_\_\_ Discount Deadline: \_\_\_\_\_

## PRICE LIST

The San Diego Convention Center Corporation (SDCCC) is the exclusive cleaning contractor. Exhibitor Appointed Contractors (EAC's) are not permitted to provide this service. Discount available for services ordered fourteen (14) days before first day of move in. Cost of Cleaning Services will be invoiced on the total area of your booth. Due to material and labor costs, orders cancelled before move-in will be charged 50% of original price. Similarly, orders cancelled after move-in will be charged 100%.

Description	Discount Price	Regular Price
Vacuum Per Day (per sq. ft. per day)	\$0.44	\$0.66
<b>Porter Service:</b> SDCCC will empty wastebaskets and sweep floor debris on two (2) hour intervals (show hours only), vacuuming not included. All exhibitors that have ordered booth catering are required to order porter service. Calculated by total booth size.		
0-500 sq. ft. booth size	\$110.00	\$144.00
501-1500 sq. ft. booth size	\$121.00	\$174.00
1501-3000 sq. ft. booth size	\$145.00	\$209.00
<b>Porter Service Labor:</b> Continuous labor presence in booth charged at an hourly rate. The minimum charge for labor is four (4) hours per worker per day. Labor thereafter is charged in half (1/2) hour increments.		
Continuous labor	\$52.00	\$74.88

Additional services can be ordered at the service desk on the first day of exhibitor move-in.

To avoid any misunderstanding regarding these services, please bring any discrepancies to our attention at the Service Desk. SDCCC will be unable to adjust invoices after the close of the show.



## **SAN DIEGO CONVENTION CENTER**

### **Term and Conditions/Payment Policy**

1. **San Diego Convention Center (SDCC) is the exclusive provider on the Facility property of all Cleaning Services.** This includes but is not limited to Exhibitor Booth Carpet Cleaning/Vacuuming, Booth Hard Floor Cleaning/Mopping/Polishing, Booth Porter Service, Booth Carpet Shampooing and Carpet Spotting within booths, tents and other locations on the Facility property (inside and outside).
  - a. **Exemptions:** Typical wiping/cleaning of booth displays, equipment, fixtures, display cases and ancillary materials is not covered by this policy and may be accomplished by Exhibitor Appointed Contractors ("EAC") or General Service Contractors ("GSC").
2. **Discount Price** applies when a completed order with payment is received no later than 14 days prior to the first day of show move-in. **On-Line orders placed within 14 days of move-in or on-site after show move-in will be priced at the on-site rate.**
3. **Conditions for processing service order form for on-time service:** (a) Full payment for service (s) must be made at time of order. (b) Booth number(s) must be identified at time of order. (c) Orders for requested service must be completed on-line or at the service desk. Late orders/changes will be accomplished after all other orders are completed. There is no guarantee of service if an order is placed within one (1) hour of the initial show opening. If a delinquent order is placed within one (1) hour of initial show opening, all efforts will be made to accomplish the request, but if the work request can't be accomplished then the fee is not applicable. Incomplete orders will delay processing, please provide all information requested.
4. Exhibitor has the sole responsibility to ensure that any sheet plastic protective floor covering placed by an EAC or GSC over carpet or hard flooring in the booth is removed in a timely manner to facilitate Cleaning Services. For purposes of this section timely will constitute a minimum of four (4) hours before initial show opening.
5. Cancellation Policy: Due to material and labor costs, orders cancelled before move-in begins will be charged **50%** of original price. Similarly, orders cancelled after move in will be charged **100%**.
6. Service problems must be reported to the SDCC service desk. Service problems will not be considered unless filed by Customer prior to the close of the show.
7. Credit will not be given for services already completed.
8. Order form prices are based upon current rates and are subject to change without notice.
9. SDCC accepts payments in US dollars with the following Credit Cards; (AmEx, MasterCard, Visa).
10. Any refunds due in the amount of \$10.00 or less will not be refunded.

### **LIMITATION OF LIABILITY**

**Limited Warranty.** SDCC warrants that: (a) it has the right to exclusively provide all Cleaning Services ("the Services"). In the event that the Services are not performed in accordance with this warranty you agree to inform SDCC of such fact, by written notice prior to close of the Show/Event, and, as Customer's sole and exclusive remedy, SDCC will either: (a) replace the Services to correct any defects in performance without any additional charges to you, or (b) in the event that such replacement cannot be done within a reasonable time, terminate the Customer Contract and provide you with a pro rata refund of the fees paid to SDCC for the services hereunder with respect to such calendar year.

The foregoing warranties will not apply to the extent that: (a) the cause of the breach of warranty is due to any other cause outside of SDCC's sole and reasonable control.

**DISCLAIMER OF WARRANTY.** THE FOREGOING CONSTITUTE SDCC's ONLY WARRANTIES WITH RESPECT TO THE PERFORMANCE OR NONPERFORMANCE OF THE SERVICES WHICH ARE OTHERWISE PROVIDED ON AN "AS IS" AND "AS AVAILABLE" BASIS. THE FOREGOING LIMITED WARRANTIES ARE IN LIEU OF, AND SDCC HEREBY EXPRESSLY DISCLAIMS ALL OTHER WARRANTIES, EXPRESSED OR IMPLIED, EXCLUDING WITHOUT LIMITATION, WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

**Indemnification.**

Customer agrees to indemnify, defend, and hold harmless SDCC, The City of San Diego, The San Diego Unified Port District and its current and former employees and agents, and defend any action brought against same with respect to any claim, demand, cause of action, debt or liability (including reasonable attorney's fees) brought by a third party arising out of, or in connection with a breach of Customer's representations, warranties, covenants and agreements set forth in the Customer Contract to the extent attributable to Customer's negligence or willful misconduct.

In claiming any indemnification hereunder, The SDCC shall promptly provide Customer with written notice of any claim which SDCC believes falls within the scope of the foregoing paragraphs. Customer may, at its own expense, assist in the defense if it so chooses, provided that SDCC may, if it elects, control such defense and all negotiations relative to the settlement of any such claim and further provided that any settlement intended to bind SDCC shall not be final without SDCC's written consent, which shall not be unreasonably withheld.

The terms of these provisions shall survive the expiration or termination of the Customer Contract.

**LIMITATION OF LIABILITY.** EXCEPT FOR SDCC'S WILLFUL MISCONDUCT OR GROSS NEGLIGENCE, CUSTOMER AGREES THAT UNDER NO CIRCUMSTANCES IS SDCC LIABLE TO CUSTOMER FOR ANY INDIRECT, INCIDENTAL, SPECIAL, PUNITIVE OR CONSEQUENTIAL DAMAGES OR LOST PROFITS ARISING OUT OF THE CHEMICALS APPLIED OR SERVICES PROVIDED UNDER THIS AGREEMENT EVEN IF SDCC HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. IN ANY EVENT, CUSTOMERS' EXCLUSIVE REMEDY AND SDCC'S ENTIRE LIABILITY TO CUSTOMER FOR ANY REASON UPON ANY CAUSE OF ACTION ARISING OUT OF THE SERVICES OF UNDER THIS AGREEMENT SHALL BE THE AMOUNT ACTUALLY PAID BY CUSTOMER TO SDCC WITH RESPECT TO THOSE DEFICIENT SERVICES.

THE FOREGOING LIMITATION IS A FUNDAMENTAL PART OF THE BASIS OF THE BARGAIN HEREUNDER AND IS INTENDED TO APPLY WITHOUT REGARD TO WHETHER OTHER PROVISIONS OF THIS AGREEMENT HAVE BEEN BREACHED OR HAVE BEEN HELD TO BE INVALID OR INEFFECTIVE.

NO ACTION, REGARDLESS OF FORM, ARISING OUT OF OR RELATED TO THE USE OF THE SERVICES PURSUANT TO THIS AGREEMENT MAY BE BROUGHT BY YOU MORE THAN 12 MONTHS AFTER THE CAUSE OF ACTION FIRST AROSE.

# NATIONAL PLANT FLORAL



60th ASH Annual Meeting and Exposition  
December 1 - 4, 2018  
San Diego Convention Center | San Diego, CA

CUSTOM DESIGNED ARRANGEMENTS	DESCRIPTION / COLOR	UNIT PRICE	QUANTITY	TOTAL
SPRING FLORAL ARRANGEMENT		65.00		
TROPICAL FLORAL ARRANGEMENT		75.00		
FLORAL ARRANGEMENT HEIGHT:      WIDTH:		100.00 or 175.00		
FLORAL ARRANGEMENT HEIGHT:      WIDTH:				

## TROPICAL PLANT AND BLOOMING FOLIAGE

MUM PLANTS: Yellow ____ White ____ Lavender ____	30.00		
AZALEAS: Pink ____ Red ____	35.00		
BROMELIAD	35.00		
SMALL Ivy ____ Pothos ____	30.00		
LARGE BOSTON FERN	40.00		
3 FOOT TROPICAL PLANT	49.50		
4 FOOT TROPICAL PLANT	59.50		
5 FOOT TROPICAL PLANT	69.50		

## CUSTOM TROPICAL PLANTS

5 FOOT TROPICAL / TOP DRESSED - SMALL IVY AND BLOOMING	125.00		
6 FOOT FICUS TREE / TOP DRESSED - SMALL IVY AND BLOOMING	169.50		
6 FOOT PALM / TOP DRESSED - SMALL IVY AND BLOOMING	169.50		
8 FOOT - 16 FOOT TROPICAL PLANT	Price on Request		

## CONTAINERS:

☐ WHITE    ☐ BLACK

**SUB-TOTAL**

**DELIVERY, PICK UP & MAINTENANCE 10%**

**GRAND TOTAL**

**ALL LIVE GREEN MATERIAL ON RENTAL BASIS ONLY.**  
**ALL ORDERS MUST BE PAID IN FULL PRIOR TO THE CLOSE OF THE SHOW.**  
We accept Checks, VISA, MasterCard, and American Express.

Have National Plant & Floral's Designer call our booth on the following Date/Time: \_\_\_\_\_

**PAYMENT:**    ☐ VISA    ☐ MASTERCARD    ☐ AMEX    ☐ CHECK

CREDIT CARD #: \_\_\_\_\_

EXP DATE: \_\_\_\_\_ SECURITY CODE: \_\_\_\_\_

CARDHOLDER NAME: \_\_\_\_\_

AUTHORIZED SIGNATURE: \_\_\_\_\_

CREDIT CARD BILLING ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_

STATE: \_\_\_\_\_ ZIP CODE # \_\_\_\_\_

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

BOOTH CONTACT: \_\_\_\_\_

PHONE#: (\_\_\_\_\_) \_\_\_\_\_

EMAIL: \_\_\_\_\_

☐ EMAIL CONFIRMATION COPY    ☐ EMAIL STATEMENT COPY

**Please Remit to:**  
**1001 E. SUNSET # 95814 • LAS VEGAS, NV 89193**  
**(702) 956-8011 • FAX (702) 956-8021**  
**exhibitorservice@nationalplantfloral.com**





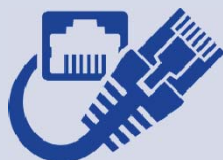
## American Society of Hematology

December 1<sup>st</sup> – December 4<sup>th</sup>, 2018

Order 14 days prior to the 1<sup>st</sup> day of the event move-in for incentive rate.

**Incentive deadline for the above event is November 11<sup>th</sup>, 2018**

Smart City is the exclusive telecommunications and television service provider for the San Diego Convention Center.



### Hardwired Internet Service

- Dedicated Bandwidth Services



### Wireless Internet Service

- Custom Hot Spot
- On-Site / On-Demand Services



To review and order our services visit  
<https://orders.smartcitynetworks.com>



### Telephone Service

- Single-Line
- Multi-Line
- Conference Telephone Services



### Television Service

- HD Service

Questions? Contact us at (888) 446•6911 or [csr@smartcity.com](mailto:csr@smartcity.com).

# EXHIBITOR LEAD MANAGEMENT SERVICES



60th ASH® Annual Meeting & Exposition  
San Diego, CA • December 1-4, 2018

## Reliable, easy to use, indispensable lead-tracking technology for your booth.

### DirectLead™ Handheld Touch

A light weight, battery powered barcode, magstripe & RFID reader with color graphical LCD display and touchscreen. Features include: Custom Qualifiers, Wireless Printing, Operates 30-40 hours on a single charge.

- Intuitive navigation
- Easy-to-add qualifiers
- Ability to add full text notes
- Optional wireless printer
- 30-hour battery
- Lead delivery via USB thumb drive



**ADVANCE RATE** (by 11/13/18) \$425 | **ONSITE RATE** (after 11/13/18) \$475

Maximum mobility for capturing and qualifying data.

### DirectLead™ Rover App. for Smartphone or Tablet



DirectLead™ Rover App. for Smartphone or Tablet is the newest addition to ExpoTools' robust suite of lead retrieval and attendee tracking solutions. This versatile app enables trade show exhibitors to capture, qualify and follow up on leads or surveys directly from their smart phones or tablets, and then securely access this data in real time from any location.

- Works with Android phone, Android tablet, iPhone and iPad
- Scan the badge with your built in camera
- All scans are safely stored and backed up on the device and in the cloud
- Use it at your hotel, social function or shuttle bus
- Easily add custom qualifiers
- Survey capable

Devices are not provided with DirectLead™ Rover App. **ADVANCE RATE** (by 11/13/18) \$350 | **ONSITE RATE** (after 11/13/18) \$375

**Privacy Notice - Attendee badges are encrypted. Badges may only be read by official lead retrieval equipment and mobile app. If using outside equipment, a developer's kit is necessary to read the badge and can be ordered by contacting [directlead@spargoinc.com](mailto:directlead@spargoinc.com)**

Contact Us! phone: 703-995-1800 email: [directlead@spargoinc.com](mailto:directlead@spargoinc.com)



Order Now at [www.orderdirectlead.com](http://www.orderdirectlead.com)



MED MEETING  
IMAGES

## ASH Exhibit Photography & Exhibit Video Services

Online Form:

[www.medmeetingimages.com/ASH](http://www.medmeetingimages.com/ASH)

Or you can fill in fields below and select drop down choices on the form below  
and save form and e-mail or print out and fax back:



## Online Order Form: [www.medmeetingimages.com/ASH](http://www.medmeetingimages.com/ASH)

Exhibitor's Name: \_\_\_\_\_ Exhibit # \_\_\_\_\_  
Onsite Contact: \_\_\_\_\_ Onsite Cell # \_\_\_\_\_

Photography Services: Digital & Prints	Price	Quantity	Total
<b>Package 1:</b> 1 View point: Digital image delivered after meeting via web link & USB stick	\$150		
<b>Package 2:</b> 3 View points: Digital images delivered after meeting via web link & USB stick	\$325		
<b>Package 3:</b> 6 View points: Digital images delivered after meeting via web link & USB stick	\$525		
<b>Package 4:</b> 10 View points: Digital images delivered after meeting via web link & USB stick	\$900		
<b>Custom Quote:</b>			
<b>Rush Delivery Onsite:</b> Add 25% of the total; for delivery of digital images onsite			
<b>Prints - 8x12:</b> \$10 per print/per image *Delivered after ASH	\$10		
<b>Extra USB or CD's:</b> \$10 per extra USB or CD	\$10		
<b>Event Photography:</b> Press Event, Demo, In-Booth, or before/after show event.	\$150 Per Hr.		
<b>Virtual Views - 360° views &amp; tours</b>			
<b>Package 1:</b> 1 View point - 360° web files for online use & demo	\$225		
<b>Package 2:</b> 2 View points - 360° web files for online use & demo & Custom Logo	\$350		
<b>Package 3:</b> 4+ View points - 360° web files for online use/demo Custom Logo & Virtual Tour	\$450		
<b>Video Services: High Definition 1080p Digital video</b>			
<b>Package 1:</b> 3 view points - 1 minute digital 2 view points - 1 minute digital video file (mpv, wmv)	\$350		
<b>Package 2:</b> 6 views points: 2 min w/Steady-cam video file, your logo and custom credits. (wmv, mpv)	\$600		
<b>Contact Info</b>			
<b>Company:</b>		<b>Phone</b>	
<b>Contact:</b>		<b>Fax</b>	
<b>Address:</b>		<b>Country:</b>	
<b>City, State:</b>		<b>Postal Code:</b>	
<b>E-mail:</b>		<b>PO or Job#</b>	
<b>Billing Info:</b>		<b>Total</b>	
Card Type: (VISA/MC/AMEX)		Exp Date:(xx/xx)	
Name on Card:		Billing Zip code:	
Card #:		CSV(3 or 4 digits):	

Scheduling will be done onsite by photographer @ ASH Cell: +1.612.226.5154  
Contact before and onsite: Todd Buchanan +1.612.226.5154



# BOOTH SECURITY ORDER FORM



Please direct inquiries and orders regarding this service to:

**RA CONSULTING**  
2700 N. Main Street, Suite 1070  
Santa Ana, CA 92705  
TEL +1. 714. 543. 3131 FAX +1. 714. 543. 3232  
Email: [orders@raconsulting.us](mailto:orders@raconsulting.us)

## COMPANY INFORMATION:

Company Name: \_\_\_\_\_ Booth Number: \_\_\_\_\_  
Contact Name: \_\_\_\_\_ Location: \_\_\_\_\_  
Address: \_\_\_\_\_ E-Mail: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
On Site Contact (Name and Cell #) \_\_\_\_\_

## RATES:

### Unarmed Officers:

**\$42 per hour;** applied to all orders *received by November 14, 2018*

**\$47 per hour;** applied to all orders *received after November 14, 2018 and through November 21, 2018*

**\$52 per hour;** applied to all orders *received after November 21, 2018*

### Police Officers:

**\$99 Per hour;** applied to all orders (Please inquire for Availability of Service)

**Note:** Please indicate whether or not the guard should be relieved by Company Representative:

☐ Yes

☐ No

## COVERAGE REQUESTED: (Please indicate DAYS, DATES and TIMES of coverage)

Day/Date: _____	Start: _____	Day/Date: _____	End: _____	Total hours: _____
Day/Date: _____	Start: _____	Day/Date: _____	End: _____	Total hours: _____
Day/Date: _____	Start: _____	Day/Date: _____	End: _____	Total hours: _____
Day/Date: _____	Start: _____	Day/Date: _____	End: _____	Total hours: _____
Day/Date: _____	Start: _____	Day/Date: _____	End: _____	Total hours: _____
Day/Date: _____	Start: _____	Day/Date: _____	End: _____	Total hours: _____
Day/Date: _____	Start: _____	Day/Date: _____	End: _____	Total hours: _____

Total Hours: \_\_\_\_\_

Applied Rate: \$ \_\_\_\_\_

Total Cost: \$ \_\_\_\_\_

Add 5% Service Charge for Credit Card Orders: \$ \_\_\_\_\_

**Total Paid With Order:** \$ \_\_\_\_\_



**PAYMENT METHOD:****FULL PAYMENT MUST BE RECEIVED PRIOR TO ACCEPTANCE OF ORDER****Choose Payment Option:**☐ Check ☐ VISA ☐ MC ☐ Amex**If paying by credit card please check:**☐ Company Card ☐ Personal Card

Card Holder Name: \_\_\_\_\_ E-Mail: \_\_\_\_\_

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

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

Card #: \_\_\_\_\_ Exp. Date: \_\_\_\_\_ Security Code: \_\_\_\_\_

Signature: \_\_\_\_\_

**I authorize RA CONSULTING to charge my credit card account for the amount stated on Page 1.****Note:**

Should the actual cost exceeds the estimated amount; Please indicate whether you would like RA Consulting to charge the amount due at the end of the event to the same card:

☐ Yes ☐ No**INVOICING INFORMATION:**

Please indicate who should receive the final invoice, and check which method to utilize for delivery:

Contact Name: \_\_\_\_\_ E-Mail: \_\_\_\_\_

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

**TERMS AND CONDITIONS:**

- Full payment must be received prior to processing any booth order.
- RA Consulting recognizes a four-hour minimum shift for all unarmed officers, and a six hour minimum for all police officers.
- All orders received on site will be handled on a case by case basis depending on officer availability
- Client shall protect, indemnify, and hold harmless RA Consulting and its officers, agents, employees, and subcontractors from and against any and all loss to property and/or personal injuries, not due to the negligence of RA Consulting, or its subcontractors, agents, servants, or employees. It is expressly understood and agreed that under no circumstances will RA Consulting be responsible for the theft or other loss of Client's property not directly attributable to theft or loss by RA Consulting, its agents, servants, or subcontractors.
- RA Consulting shall not be liable for any damages sustained from delay or non-performance due to events beyond the reasonable control of the parties including without limitation, acts of God, disaster, government regulation, terrorist actions, strikes or other labor disputes, weather, earthquakes, fires, floods, war, riots, civil disorder, failure of power or utilities, government acts.

**OFFICE USE ONLY:**

Order Received on: \_\_\_\_\_ Client Confirmed on: \_\_\_\_\_

CC Original Charge: Charged on: \_\_\_\_\_ Approval Code: \_\_\_\_\_

CC Final Charge: Charged on: \_\_\_\_\_ Approval Code: \_\_\_\_\_

Check Process Deposited on: \_\_\_\_\_ Check Number: \_\_\_\_\_

Order submitted to Manager on: \_\_\_\_\_ Manager Name: \_\_\_\_\_

**RA Consulting thanks you for your business**



ASH

60th Annual Meeting & Exposition  
San Diego, CA • December 1-4, 2018



## CORPORATE TRANSPORTATION REQUEST FORM

KUSHNER & ASSOCIATES is the official transportation provider for ASH and we offer our services to ASH exhibitors at discounted rates. Questions regarding ground transportation planning, boarding space at hotels or the convention center, vehicle availability, etc. can be directed to:



### CONTACT:

**Erika Hinzman**

**Senior Director, Client Services & Communications**

**[e.hinzman@kushnershuttles.com](mailto:e.hinzman@kushnershuttles.com)**

**phone (310) 274-8819 ext. 213 • fax (310) 273-9535**

## GROUND TRANSPORTATION SERVICES

**Sedans • SUVs • Vans • Minicoaches • Deluxe Touring Coaches**

Please check the services below and email or fax this form to our office. One of our skilled representatives will contact you to learn more about your needs and provide you with a customized quote.

### **VIP Transportation**

Are you in charge of ground transportation for your VIPs? We provide SUVs and sedans for airport transfers, point to point transfers and as stand-by vehicles.

### **Off-Site Event Transfers**

Whether you are moving twenty people or two thousand people, we can coordinate your ground transportation needs. Our professional, uniformed staff will handle all logistics to ensure a smooth move, keeping you free to mingle with guests or manage the event.

### **Private Shuttle Transportation**

Does your group require private transfers to the convention center? We can provide a customized system based on your needs, preferences and budget.

## CONTACT INFORMATION

Name/Title: \_\_\_\_\_

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

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

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

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

Email: \_\_\_\_\_

**SUBMIT COMPLETED FORM TO [ERIKA HINZMAN](mailto:e.hinzman@kushnershuttles.com)  
WITH KUSHNER & ASSOCIATES.**

