

**Dear Exhibitor:**

Your company is exhibiting at the event below.

Please direct this service manual to the person in charge of your exhibit.



**AMERICAN SOCIETY OF  
GENE & CELL THERAPY  
21<sup>ST</sup> ANNUAL MEETING**

MAY 16 – 19, 2018

HILTON CHICAGO  
CHICAGO, ILLINOIS



**HERITAGE**  
TRADE SHOW SERVICES

## General Information

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### Booth Equipment

Each 10'x10' booth will be set with 8' high hunter green and white back drape, 3' high hunter green side dividers, and a 7" x 44" one-line identification sign.

### Exhibit Hall Carpet

The exhibit area is carpeted in a multi-colored pattern. To enhance the appearance of your booth, rental carpet is available through Heritage Trade Show Services. Please refer to the enclosed carpet brochure and furniture/carpet order form.

**Note:** The exhibit hall has maximum height clearance of 9'-10"

### Discount Price Deadline Date

In order to receive advance order discount rates listed on the price sheet, we must receive your order and payment by Friday, April 27<sup>th</sup>, 2018.

### Shipments to Advance Warehouse Deadline Date

Heritage will begin receiving freight at the advance warehouse on Monday, April 16<sup>th</sup>, 2018. To avoid late fees all shipments to the advanced warehouse must arrive no later than Wednesday, May 9<sup>th</sup>, 2018.

## Show Schedule

### Exhibitor Move-In

Wednesday May 16<sup>th</sup> 8:00 a.m. - 5:30 p.m.

### Exhibit Hours

Wednesday	May 16 <sup>th</sup>	5:30 p.m. - 7:30 p.m.
Thursday	May 17 <sup>th</sup>	10:00 a.m. - 10:45 a.m. 3:00 p.m. - 3:45 p.m. 5:15 p.m. - 7:15 p.m.
Friday	May 18 <sup>th</sup>	10:00 a.m. - 10:45 a.m. 3:15 p.m. - 4:00 p.m. 5:45 p.m. - 7:45 p.m.

### Exhibitor Move-Out

Friday May 18<sup>th</sup> 7:45 p.m. - 10:00 p.m.

- Empty crates and containers will begin being returned at 7:45 p.m., Friday, May 18<sup>th</sup>.
- All carriers must check-in no later than 9:00 p.m. on Friday, May 18<sup>th</sup>. Heritage will begin redirecting all outbound freight not claimed by appointed freight carriers to the preferred show carrier at 9:00 p.m.
- Please refer to the Outbound Shipments Form included in this packet for detailed information regarding outbound shipping procedures.

## **General Information**

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### **Shipping Information**

Warehouse Shipping Information:

Exhibitor Company Name and Booth Number  
Heritage Trade Show Services  
UPS Freight C/O J & J Motor Freight  
2338 S. Indiana Ave  
Chicago, IL 60616

FOR: ASGCT 2018

Heritage will accept exhibit materials beginning Monday, April 16<sup>th</sup>, 2018 at the above address. Material arriving after Wednesday, May 9<sup>th</sup>, 2018 will be received at the warehouse with an additional after deadline charge.

Show Site Shipping Address:

Exhibitor Company Name and Booth Number  
C/O Heritage Trade Show Services  
Hilton Chicago  
720 South Michigan Ave.  
Chicago, IL 60605

FOR: ASGCT 2018

Freight will be accepted at show site beginning Wednesday, May 16<sup>th</sup>, 2018. See the Material Handling Instructions within this kit for additional information.

### **Service Center Hours**

The Heritage Exhibitor Service Center will be staffed during exhibitor move-in and exhibitor move-out.

### **Assistance**

We want you to have a successful show. If we can be of assistance, please call our Exhibitor Services at 314-534-8500.

## **We Appreciate Your Business**



620 Shenandoah Avenue | St. Louis, MO 63104  
 Phone 314-534-8500 | Fax 314-534-8050  
 Exhibitor.Services@heritagesvs.com

## METHOD OF PAYMENT & CREDIT CARD AUTHORIZATION

NAME OF CONVENTION **ASGCT 2018** BOOTH # \_\_\_\_\_

EXHIBITING COMPANY \_\_\_\_\_ PHONE # \_\_\_\_\_ FAX # \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

CONTACT EMAIL \_\_\_\_\_

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

### CREDIT CARD PAYMENT

CARD HOLDER'S NAME (Please print) \_\_\_\_\_

CARD HOLDER'S SIGNATURE \_\_\_\_\_

CREDIT CARD BILLING ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

CREDIT CARD NUMBER \_\_\_\_\_ V-CODE \_\_\_\_ / \_\_\_\_ / \_\_\_\_ EXP DATE \_\_\_\_ / \_\_\_\_

Charge to: \_\_\_\_\_ American Express \_\_\_\_\_ MasterCard \_\_\_\_\_ Visa \_\_\_\_\_ Discover

If for any reason the submitted credit card or check is declined or returned, a \$50.00 processing fee will be added to the final invoice. For your convenience, we will also process your card for payment of any additional charges incurred at show site. We will automatically provide this service unless informed otherwise by you.

**COMPANY CHECK :** Heritage Trade Show Services, 620 Shenandoah Ave, St Louis, MO 63104, Attn: Exhibitor Services. Please include a copy of this order form with your check.

**BANK WIRE TRANSFER :** Enterprise Bank and Trust; St. Louis, MO 63127. ABA#081006162; ACCT#0040520 HERITAGE; Swift Code-Entrus44. Please reference name of show & booth number so we can properly credit your account. Customers are responsible for any bank processing fees. Please add \$25.00 to your invoice total for each wire to cover inbound bank processing fees.

FURNITURE .....	\$ _____
CARPET .....	\$ _____
SPECIALTY FURNITURE .....	\$ _____
ACCESSORIES .....	\$ _____
RENTAL UNITS .....	\$ _____
ESTIMATED MATERIAL HANDLING/DRAYAGE (Credit Card Required) .....	\$ _____
PRIORITY EMPTY CONTAINER RETURN/ACCESSIBLE STORAGE .....	\$ _____
ESTIMATED LABOR (Credit Card Required) .....	\$ _____
BOOTH CLEANING .....	\$ _____
SIGN SERVICE .....	\$ _____

**Please note:** In some instances equipment or services listed above may be handled by other contractors. Payment should be made directly to those contractors and not listed as part of the total due Heritage.

**TOTAL AMOUNT DUE \$** \_\_\_\_\_

All orders received at the Exhibitor Service Desk will be charged at standard rates. All outstanding balances must be paid by the close of the show. Adjustments to your invoice will not be made after the close of the show. Heritage requires that you provide a credit card authorization form if you require material handling, sign hanging or labor services. For your convenience, we will use this authorization to charge your credit 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 Heritage companies, including but not limited to HES Logistics, Inc., or any charges which Heritage may be obligated to pay on behalf of Exhibitor, including without limitation, any shipping charges. By submitting this form or ordering materials or services from Heritage, you agree to be bound by all terms & conditions included in your service manual.

For questions or comments, your Exhibitor Services Representative is available by phone at 314-534-8500, by email at [exhibitor.services@heritagesvs.com](mailto:exhibitor.services@heritagesvs.com) or in person on the show site at the Service Desk. Thank you for your business.



Remit To:



620 Shenandoah Avenue | St. Louis, MO 63104  
 Phone 314-534-8500 | Fax 314-534-8050  
 Exhibitor.Services@heritagesvs.com

# FURNITURE/CARPET RENTAL ORDER FORM

Discount prices only apply to orders received with full payment by the discount deadline date listed on the general information page. All charges for equipment and/or services are payable in advance or when placing order at show site. Orders will not be processed without payment. For your convenience, MasterCard, American Express, Visa and Discover will be accepted. Fax orders will be accepted with enclosed credit card authorization form only. Charges for rental items listed below are for the duration of the show, and include delivery and removal. Cancellation of equipment delivered will be subject to a 100% cancellation charge for labor involved. Orders received after deadline are subject to availability.

ITEM #	QTY	DISCOUNT RATES	STANDARD RATES	AMOUNT
<b>FURNITURE</b>				
F60	_____	Plastic Side Chair (White)	82.95	107.80
F50	_____	Padded Sled Base Chair (Gray)	108.20	140.70
F9	_____	Padded Chair (Gray)	108.20	140.70
F10	_____	Padded Arm Chair (Gray)	117.30	152.50
F20	_____	Custom Padded Arm Chair	138.55	180.15
F30	_____	Padded High Stool (Gray)	132.50	172.25
F40	_____	Custom Padded High Stool	173.95	226.15
F75	_____	Executive Chair	195.00	253.50

**TABLE RISERS COVERED WHITE**  
 (Riser Dimension: 10" Wide x 8" high)

F260	_____	6' Long riser	81.30	105.70
F270	_____	8' Long riser	98.30	127.80

**SPECIAL DRAPE BACKGROUNDS**

F280	_____	3' H. Background/per ft.	20.25	26.30
F290	_____	8' H. Background/per ft.	22.25	28.95

**COLORS:**  RED  BLUE  TEAL  BURGUNDY  HUNTER GREEN  
 PLUM  GRAY  BLACK  WHITE  GOLD  EXPO GREEN  
 \*Show colors will be given when color is not selected.

ITEM #	QTY	DISCOUNT RATES	STANDARD RATES	AMOUNT
<b>DRAPED DISPLAY TABLE</b>				
F110	_____	4' Table - 30" high	149.70	194.60
F120	_____	6' Table - 30" high	180.05	234.05
F130	_____	8' Table - 30" high	210.35	273.50
F140	_____	4' Table - 42" Counter high	186.10	241.90
F150	_____	6' Table - 42" Counter high	216.45	281.35
F160	_____	8' Table - 42" Counter high	246.80	320.80
F170	_____	4th side table drape	62.70	81.50

**COLORS:**  RED  BLUE  TEAL  BURGUNDY  HUNTER GREEN  
 PLUM  GRAY  BLACK  WHITE  GOLD  EXPO GREEN

**UNDRAPED DISPLAY TABLE**

F190	_____	4' Table - 30" high	96.10	124.90
F200	_____	6' Table - 30" high	117.30	152.50
F210	_____	8' Table - 30" high	139.55	181.45
F220	_____	4' Table - 42" Counter high	104.15	135.45
F230	_____	6' Table - 42" Counter high	123.40	160.40
F240	_____	8' Table - 42" Counter high	150.70	195.90
	_____	30" Diameter Pedestal Table (Gray)	208.35	270.85
F80	_____	18" High		
F90	_____	30" High		
F100	_____	42" High		

**10.25% Tax** \_\_\_\_\_

**TOTAL ORDER** \_\_\_\_\_

NAME OF CONVENTION ASGCT 2018 BOOTH # \_\_\_\_\_

EXHIBITING COMPANY \_\_\_\_\_ PHONE # \_\_\_\_\_ FAX # \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

EMAIL ORDER CONFIRMATION & INVOICE TO \_\_\_\_\_

CONTACT NAME \_\_\_\_\_ DATE \_\_\_\_\_

(Print & Sign)

# Chairs/Carpet

## Chairs

### Furniture

F60 Plastic Side Chair, White  
F50 Padded Sled Base Chair, Gray  
F9 Padded Chair, Gray  
F10 Padded Arm Chair, Gray  
F30 Padded High Stool, Gray  
F20 Padded Arm Chair, Custom  
F40 Padded High Stool, Custom  
F75 Executive Chair



F60



F50



F9



F10



F30



F20



F40



F75

# Display Tables

## Pedestal Tables

F80 Pedestal Table 30" x 18" h

F90 Pedestal Table 30" x 30" h

F100 Pedestal Table 30" x 42" h

## Draped Display Tables

F110 4' x 2' x 30"      F140 4' x 2' x 42"

F120 6' x 2' x 30"      F150 6' x 2' x 42"

F130 8' x 2' x 30"      F160 8' x 2' x 42"

## Undraped Display Tables

F190 4' x 2' x 30"      F220 4' x 2' x 42"

F200 6' x 2' x 30"      F230 6' x 2' x 42"

F210 8' x 2' x 30"      F240 8' x 2' x 42"



F80



F90



F100



F190  
F220



F110  
F140



Red



Teal



Burgundy



Gray



Plum



White



Hunter  
Green



Expo  
Green



Gold



Blue



Black



F200  
F230



F120  
F150



F210  
F240



F130  
F160

Remit To:



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 Phone 314-534-8500 | Fax 314-534-8050  
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# CARPET RENTAL ORDER FORM

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## CLASSIC EXPO CARPET - 16oz

Choose Color:

- |                                       |  |                                  |  |
|---------------------------------------|--|----------------------------------|--|
| <input type="checkbox"/> Red          |  | <input type="checkbox"/> Cayenne |  |
| <input type="checkbox"/> Blue         |  | <input type="checkbox"/> Gray    |  |
| <input type="checkbox"/> Hunter Green |  | <input type="checkbox"/> Black   |  |
| <input type="checkbox"/> Burgundy     |  | <input type="checkbox"/> Tuxedo  |  |
| <input type="checkbox"/> Blue Jay     |  |                                  |  |

Qty.	Product	Advance	Standard	Total
	9' x 10'	\$253.55	\$329.60	\$
	9' x 20'	\$497.80	\$647.15	\$
	9' x 30'	\$744.40	\$967.70	\$
	9' x 40'	\$1,000.25	\$1,300.35	\$
	9' x Custom	\$253.55	\$329.60	\$

**Area Carpet** - 100 sq. ft. minimum required

Booth size: \_\_\_\_\_ x \_\_\_\_\_ = \_\_\_\_\_ Sq.Ft.

\*A 10.25% Sales Tax Will Be Added To All Carpet Orders\*

Sq. Ft.	Product	Advance	Standard	Total
	Area Carpet	\$4.30	\$5.55	\$

## PRESTIGE CARPET - 28oz

Choose Color:

- |                                       |  |                                       |  |
|---------------------------------------|--|---------------------------------------|--|
| <input type="checkbox"/> Charcoal     |  | <input type="checkbox"/> Silver Cloud |  |
| <input type="checkbox"/> Navy         |  | <input type="checkbox"/> Burgundy     |  |
| <input type="checkbox"/> Hunter Green |  | <input type="checkbox"/> Beige        |  |
| <input type="checkbox"/> Red          |  | <input type="checkbox"/> Royal        |  |
| <input type="checkbox"/> Black        |  | <input type="checkbox"/> Teal         |  |
| <input type="checkbox"/> Tuxedo       |  | <input type="checkbox"/> Blue Jay     |  |
| <input type="checkbox"/> Cayenne      |  | <input type="checkbox"/> White        |  |

Minimum of 100 sq. ft. required for all prestige carpet orders.

Booth size: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_ Sq. Ft.

Sq. Ft.	Product	Advance	Standard	Total
	Prestige	\$6.50	\$8.45	\$

\*A 10.25% Sales Tax Will Be Added To All Carpet Orders\*

## PADDING & VISQUEEN

Product	Booth Size	Sq. Ft.	Advance	Standard	Total	
Carpet Padding/Per Sq. Ft.	<input type="checkbox"/> X <input type="checkbox"/>	=	X	\$2.10	\$2.70	\$
Visqueen Covering/Per Sq. Ft.	<input type="checkbox"/> X <input type="checkbox"/>	=	X	\$1.25	\$1.65	\$

\*A 10.25% Sales Tax Will Be Added To All Carpet Orders\*

Name of Convention **ASGCT 2018** Booth \_\_\_\_\_

Exhibiting Company \_\_\_\_\_

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

Address \_\_\_\_\_

Email Order Confirmation & Invoice To \_\_\_\_\_

Contact Name \_\_\_\_\_ Date \_\_\_\_\_

Remit To:



620 Shenandoah Avenue | St. Louis, MO 63104

Phone 314-534-8500 | Fax 314.534.8050

Exhibitor.Services@HeritageSVS.com

**ACCESSORIES/DISPLAY  
RENTAL ORDER FORM**

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ITEM #	QTY	DISCOUNT RATES	STANDARD RATES	AMOUNT	ITEM #	QTY	DISCOUNT RATES	STANDARD RATES	AMOUNT
<b>ACCESSORIES</b>					<b>DISPLAY</b>				
A10	_____	Wastebasket	29.15	37.85	D10	_____	Pegboard Panels (4'x8')	291.30	378.65
A20	_____	Tripod Easels	48.55	63.10	D11	_____	Pegboard 6" Single Hook	14.30	18.59
D250	_____	Chrome Sign Holder	179.00	232.70	D12	_____	Pegboard 8" Single Hook	16.70	21.71
A30	_____	Chrome Stanchion	36.40	47.35	D20	_____	Tackboard Panels (4'x8')	218.45	284.00
A40	_____	Velour Rope 6' Black	36.40	47.35	<input type="checkbox"/> Horiz. <input type="checkbox"/> Vert.				
A50	_____	Coat Tree	105.60	137.25	D31	_____	Fabric Impact Panel 1 Meter x 8'	534.00	694.10
A60	_____	Chrome Bag Rack	105.60	137.25	D40	_____	Gridwall 2'x8' Black	199.05	258.75
A70	_____	Literature Rack	206.30	268.20	D60	_____	Gridwall 6" Single Hook	14.30	18.59
A80	_____	Garment Rack 5'	113.30	147.25	D70	_____	Gridwall 8" Single Hook	16.70	21.71
A90	_____	2 Way Straight Arm Rack	155.35	201.95	D50	_____	Slatwall 1 Meter x 8'	267.00	347.10
A100	_____	4 Way Slant Arm Rack	173.95	226.15	D120	_____	Slatwall Waterwalls Hooks	43.70	56.80
A106	_____	Raffle Ticket Drum	80.00	104.00	D121	_____	Slatwall 8" Bracket	16.70	21.71
A107	_____	Fishbowl	25.00	32.50	D130	_____	Shelf 1 meter wide	72.80	94.65
A110	_____	6' Tensabarrier	165.05	214.60	D210	_____	Acrylic Holder	30.35	39.45
<b>DISPLAY CABINETS AND COUNTERS</b>					D220	_____	Arm Light	64.75	84.15
<input type="checkbox"/> Black Fabric <input type="checkbox"/> Gray Fabric <input type="checkbox"/> White PVC					D140	_____	4' Full View Showcase	643.25	836.20
MD20	_____	Counter 1M x 1/2M x 42" High, W/Shelf	679.65	883.55	D150	_____	6' Full View Showcase	691.80	899.35
<input type="checkbox"/> Counter Lock					D160	_____	4' Quarter View Showcase	546.15	710.00
MD21	_____	Counter 2M x 1/2M x 42" High, W/Shelf	950.70	1235.90	D170	_____	6' Quarter View Showcase	614.90	799.40
<input type="checkbox"/> 2 Counter Locks					Looking for something else? Please contact us at Exhibitor.Services@HeritageSVS.com for assistance.				
MD22	_____	Curved Counter 1M x 1/2M x 42" High W/Shelf	747.62	971.91	<b>10.25% Tax</b> _____				
<input type="checkbox"/> Counter Lock					<b>TOTAL ORDER</b> _____				
MD23	_____	Radius Counter 1M x 1/2M x 42" High	897.15	1166.30					
MD30	_____	Cabinet 1M x 1/2M x 42" (White Only/ Comes With Lock & Shelf)	815.58	1060.25					

NAME OF CONVENTION ASGCT 2018 BOOTH # \_\_\_\_\_

EXHIBITING COMPANY \_\_\_\_\_ PHONE # \_\_\_\_\_ FAX # \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

EMAIL ORDER CONFIRMATION & INVOICE TO \_\_\_\_\_

CONTACT NAME \_\_\_\_\_ DATE \_\_\_\_\_

(Print & Sign)

# Accessories



A10



D250



A30



A40



A20



A70



A80



A60



A100



A90



A110



A106



A107

## Accessories:

A10 Wastebasket  
 A20 Tripod Easel  
 D250 Chrome Sign Holder  
 A30 Chrome Stanchion  
 A40 Velour Rope 6' Black  
 A50 Coat Tree  
 A60 Chrome Bag Rack

A70 Literature Rack  
 A80 Garment Rack 5'  
 A90 2 Way Straight Arm Rack  
 A100 4 Way Slant Arm Rack  
 A110 6' Tensabarrier  
 A106 Raffle Ticket Drum  
 A107 Fishbowl



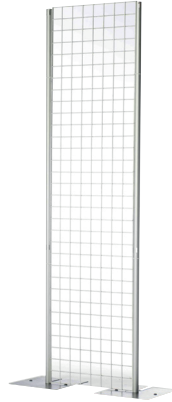
# Display



D10



D50



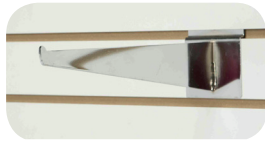
D40



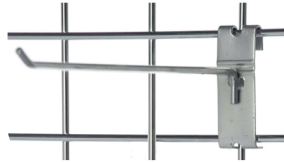
D31



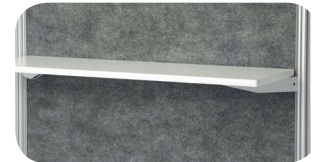
D11  
D12



D121



D60  
D70



D130



D220



D120



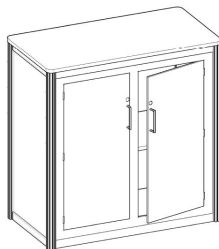
D140  
D150 (Shown)



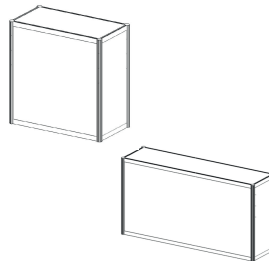
D160  
D170 (Shown)



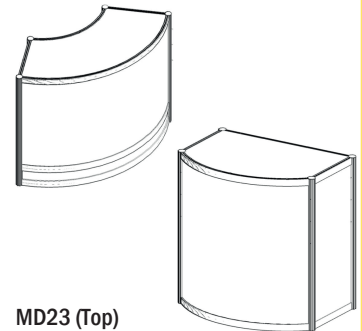
D20  
D30 (Shown)



MD30



MD20 (Top)  
MD21 (Bottom)



MD23 (Top)  
MD22 (Bottom)

## Display

D10 Pegboard Panels 4'x8' Vertical  
D50 Slatwall 1 Meter x 8'  
D40 Gridwall 2'x8'  
D31 Fabric Impact Panel 1 Meter x 8'  
D11 Pegboard 6' Single Hook

D12 Pegboard 8" Single Hook  
D121 Slatwall 8" Bracket  
D60 Gridwall 6" Single Hook  
D70 Gridwall 8" Single Hook  
D130 Shelf 1 meter wide x 12" deep  
D220 Arm Light

D120 Slatwall Waterwalls Hooks  
D140 4' Full View Showcase  
D150 6' Full View Showcase  
D160 4' Quarter View Showcase  
D170 6' Quarter View Showcase  
D20 Vertical Tackboard

D30 Horizontal Tackboard  
MD30 Display Cabinet 1 Meter  
MD20 Display Counter 1 Meter  
MD21 Display Counter 2 Meter  
MD22 Curved Counter 1 Meter  
MD23 Radius Counter 1 Meter Dia.

TRADE SHOW FURNISHINGS

# Product Guide



## Featuring:

- POWERED Collections
- Modular Seating
- Executive Seating
- Communal Tables
- Barstools



# Power Up In Style.

Denotes Powered Products



ROMA

**SFAPWR Sofa, Powered**  
(white vinyl) 78"L 31"D 33"H



ROMA

**CHRPWR Chair, Powered**  
(white vinyl) 37"L 31"D 33"H

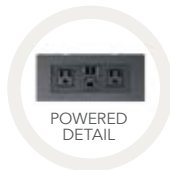


## Powered Seating

Empower attendees at your next show with functional charging furniture from CORT and make searching for wall outlets history. From soft seating and tables to pedestals and lamps, our complete charging collection lets you Power Up the Possibilities. Charging adapters are available to rent for all powered products.

# Powered Seating

**Please Note:** Client is responsible for providing labor and an electrical power source to the furniture. One 110V power source is required for each charging panel. Two charging units can be daisy chained together. 10A max per charging panel.

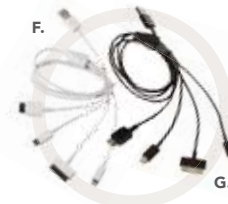


**A) NPLCHP  
Naples Chair, Powered**  
(black vinyl)  
36"L 30"D 28"H

**B) NPLSOP  
Naples Sofa, Powered**  
(black vinyl)  
87"L 30"D 28"H

**C) NPLLOP  
Naples Loveseat, Powered**  
(black vinyl)  
62"L 30"D 28"H

# Powered Tables



Charging adapters are available to rent for all powered products.

**A) G30BWP  
G30 Bar Table, Powered**  
(white top)  
72"L 26"D 42"H

**B) G30DWP  
G30 Café Table, Powered**  
(white top)  
72"L 26"D 30"H

**C) G30CWP  
G30 Cocktail Table, Powered**  
(white top)  
72"L 26"D 18"H

**D) C1WP  
Sydney Cocktail Table, Powered**  
(white, brushed steel)  
48"L 26"D 18"H

**E) C1YP  
Sydney Cocktail Table, Powered**  
(black, brushed steel)  
48"L 26"D 18"H

**Charging Adapters**  
**F) ADAPTW** (white)  
**G) ADAPT** (black)

# Powered Banquettes.

Denotes Powered Products



## MODULAR SYSTEM

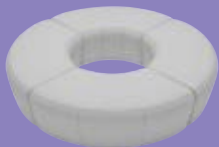
Create round banquettes or custom serpentine seating. The Power Banquette system has 3 AC and 2 USB plugs built into the center cone so your client will never be left powerless. Center power cone may also be rented as a free standing charging station.



**BNQTL7 Center Cone**  
w/Electrical Charging Outlet  
(white vinyl)  
38"RND 51"H



**BNQ417 Full Banquette**  
w/Electrical Charging Outlet  
(white vinyl)  
72"RND 51"H



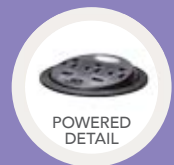
**BNQR17 Ottoman Ring**  
(4 ottoman seats)  
(white vinyl)  
72"RND 18"H



**BNQ7 Quarter Curve Ottoman**  
(white vinyl)  
53"L 22"D 18"H




**WHT12 Half Bench Ottoman**  
(white vinyl)  
39"L 22.5"D 18"H



Detail of Electrical  
Charging Outlet



# Powered Pedestals

 Denotes AC and USB charging outlets

**Please Note:** Client is responsible for providing labor and an electrical power source to the furniture. One 110V power source is required for each charging panel. Two charging units can be daisy chained together. 10A max per charging panel.



A. | B. 



C. | D. 

(The flip top electrical units rotate 180 degrees, allowing devices to be charged from inside the locked cabinet or on the surface)

## Powered Locking Pedestal

- A) PDL36W** (white)  
24"L 24"D 36"H
- B) PDL42W** (white)  
24"L 24"D 42"H
- C) PDL36B** (black)  
24"L 24"D 36"H
- D) PDL42B** (black)  
24"L 24"D 42"H

## Charging Adapters

- E) ADAPTW** (white)
- F) ADAPT B** (black)


Charging adapters are available to rent for all powered products.



E.

F.

# Powered Tech Desk

 Denotes AC and USB charging outlets



A. 

B. 

C.

POWERED  
DETAIL

## A) TECH3B Tech Desk, Powered w/3 Drawer File Cabinet

(black metal, laminate)  
60"L 30"D 30"H

## B) TECH Tech Desk, Powered

(black metal, laminate)  
60"L 30"D 30"H

## C) TECH3 3 Drawer File Cabinet on Castors

(black metal, laminate)  
16"L 20"D 28"H

## Charging Adapter

- D) ADAPT B** (black)

Charging adapters are available to rent for all powered products.



D.



# Soft Seating Collections

**HOPI**  
**HOPCH Chair**  
(gray linen)  
21"L 25"D 34"H



**HOPI**  
**HOPLV Loveseat**  
(gray linen)  
48"L 25"D 34"H



**SILVERADO**  
**C1E Cocktail Table**  
(glass, chrome)  
36" Round 17"H

# Soft Seating Collections



## FAIRFAX

**A) FAIRSW Sofa**  
(white vinyl, brushed metal)  
62"L 27"D 30"H

**B) FAIRCW Chair**  
(white vinyl, brushed metal)  
30"L 27"D 30"H

Available in Power 



## ROMA

**A) CHR003 Chair**  
(white vinyl)  
37"L 31"D 33"H  
**CHRPWR** (Powered)

**B) SFA003 Sofa**  
(white vinyl)  
78"L 31"D 33"H  
**SFAPWR** (Powered)



## NAPLES

**A) NPLCHR Chair**  
(black vinyl)  
36"L 30"D 28"H  
**NPLCHP** (Powered)

**B) NPLLOV Loveseat**  
(black vinyl)  
62"L 30"D 28"H  
**NPLLOP** (Powered)

**C) NPLSOF Sofa**  
(black vinyl)  
87"L 30"D 28"H  
**NPLSOP** (Powered)



C. 

# Soft Seating Collections



## HEATHROW

### HS008 Sectional 3pcs

(black vinyl)

72"L 48"D 28"H



### HCH08 Heathrow Chair

(black vinyl)

24"L 24"D 28"H



### HC008 Heathrow Corner Chair

(black vinyl)

24"L 24"D 28"H



### HEA08 Heathrow Sofa

(black vinyl)

48"L 24"D 28"H

# Soft Seating Collections



A.



B.

## ALLEGRO

### A) CHR002 Chair

(blue fabric)  
36"L 34.5"D 30"H

### B) SFA002 Sofa

(blue fabric)  
73"L 34.5"D 30"H



A.



B.

## TANGIERS

### A) TANSOF Sofa

(beige textured)  
78"L 37"D 36"H

### B) TANCHR Chair

(beige textured)  
34"L 37"D 36"H



A.



B.



C.

## KEY LARGO

### A) KEYCHR Chair

(black fabric)  
35"L 35"D 34"H

### B) KEYLOV Loveseat

(black fabric)  
57"L 35"D 34"H

### C) KEYSOF Sofa

(black fabric)  
79"L 35"D 34"H



A.

B.

C.

## SOUTH BEACH

### A) SO1 Sofa

(platinum suede)  
69"L 29"D 33"H

### B) OTS Ottoman

(platinum suede)  
25"L 31"D 18"H

### C) SO2

Sofa Sectional 3pc.

(platinum suede)  
152"L 40"D 33"H

# Accent Chairs

## KEY WEST

**OCB Chair**  
(black)  
31"L 31"D 31"H



## MADDEN

**MADGRY Arm Chair**  
(light gray vinyl)  
27"L 32"D 33"H



## SWANSON

**SWAN Swivel Chair**  
(white vinyl)  
28"L 25"D 30"H



## Accent Chairs



A.



B.



C.



D.

**A) BCW  
Madrid Chair**  
(white vinyl)  
30"L 30"D 31"H

**B) OCH  
Madrid Chair**  
(black vinyl)  
30"L 30"D 31"H

**C) LABREA  
La Brea Swivel Chair**  
(charcoal gray, fabric)  
35"L 27"D 40"H

**D) CCE  
Ice Chair**  
(transparent, chrome)  
17.25"L 20"D 32"H

## Meeting & Stage Chairs



A.



B.



C.

**Meeting Chair**  
25.5"L 23.5"D 34"H  
**A) OCMESP** (espresso vinyl)  
**B) OCMTAU** (taupe fabric)  
**C) OCMWHT** (white vinyl)





ZENITH  
ZENCHR Chair  
(white, chrome)  
18.5"L 22"D 32"H



LAGUNA  
LMCHR Chair  
(maple, chrome)  
18"L 19"D 34"H



MALBA  
MALGRY Chair  
(gray)  
20"L 20"D 32"H



MALBA  
MALGRN Chair  
(green)  
20"L 20"D 32"H

# Group Seating

# Styles & Shapes



**Berlin Chair**  
18"L 22"D 32"H  
**A) CS8** (black, white)  
**B) CS9** (red, white)

**C) CS4**  
**Syntax Chair**  
(black, chrome)  
23"L 19"D 31"H

**D) XCHR**  
**Christopher Chair**  
(white vinyl, chrome)  
17"L 19"D 35"H

**E) CH002**  
**Wendy Chair**  
(clear acrylic)  
15"L 20"D 36"H

**F) SC10**  
**Razor Armless Chair**  
(white)  
15.38"L 15.5"D 30.5"H

**G) SC3**  
**Brewer Chair**  
(onyx, black)  
20"L 20"D 32"H

**H) XC3**  
**Luxor Guest Chair**  
(black vinyl)  
27"L 28"D 40"H

**I) XC6**  
**Altura Guest Chair**  
(black crepe)  
25"L 20"D 34"H

## Mix & Match

Create the ultimate seating configuration. Choose from a variety of shapes and sizes to design the perfect look.

**J) RSTDIN Rustique Chair w/arms** (gunmetal) 20"L 18"D 31"H  
**K) DUET Duet Chair** (black, chrome) 21"L 23"D 33"H





### VIBE CUBE

18"L 18"D 18"H

- A) VIB09 (white vinyl)
- B) VIB10 (black vinyl)
- C) VIB07 (beige vinyl)
- D) VIB04 (red vinyl)
- E) VIB05 (yellow vinyl)
- F) VIB02 (blue vinyl)
- G) VIB08 (orange vinyl)
- H) VIB06 (gold/bronze vinyl)
- I) VIB01 (green vinyl)
- J) VIB03 (pink vinyl)

D.

H.

I.

J.

E.

F.

G.

# Ottomans

# Styles & Shapes



A.



B.



C.



D.



E.



F.



G.



H.



I.



J.



K.

## ENDLESS Square

34"L 34"D 15"H

**A) END02B** (black)

**B) END02W** (white)

## ENDLESS Curved

60.5"L 37.5"D 15"H

**C) END01B** (black)

**D) END01W** (white)

## Bench Ottomans

60"L 20"D 18"H

**E) BNO08** (black vinyl)

**F) BNO75** (white vinyl)

## G) SAL Sally Stool

(white)

12" Round 17"H

## H) CUBL20 Edge

LED Cube Ottomans

(white plastic)

20"L 20"D 20"H

A/C power only

## I) WHT12 Half Bench

(white vinyl)

39"L 22.5"D 18"H

## J) BNQ7 Quarter Curve

(white vinyl)

53"L 22"D 18"H

## K) BNQR17 Ring

(4 ottoman seats)

(white vinyl)

72"RND 18"H

# Marche Swivel



## Marche Swivel Ottomans

17"RND 18"H

**A) MAR001** (white vinyl)

**B) MAR005** (red fabric)

**C) MAR009** (pear yellow fabric)

**D) MAR007** (plum fabric)

**E) MAR010** (blue fabric)

**F) MAR002** (gray fabric)

**G) MAR006** (rose quartz fabric)

**H) MAR003** (linen fabric)

**I) MAR004**

(raspberry fabric)

**J) MAR008**

(meadow green)



# Accent Tables

## ALONDRA

### Cocktail Table

47"L 24"D 16"H

A) **ALC100** (glass, chrome)

B) **ALC200** (wood, chrome)



B.



C.



D.



## ALONDRA

### End Table

20"L 20"D 20"H

C) **ALE100** (glass, chrome)

D) **ALE200** (wood, chrome)

## GEO

### Cocktail Table

A) **C1C** (glass, chrome)

50"L 22"D 16"H

B) **C1FWB** (wood, black)

47"L 24"D 17"H



B.



C.



D.



## GEO

### End Table

C) **E1C** (glass, chrome)

26"L 26"D 20"H

D) **E1FWB** (wood, black)

20"L 20"D 21"H

# Styles & Shapes

Available in Power 



## SYDNEY

(brushed steel)

### Cocktail Tables

48"L 26"D 18"H

**A) C1W** (white)

**C1WP** (Powered)

**B) C1Y** (black)

**C1YP** (Powered)

### End Tables

27"L 23"D 22"H

**C) E1W** (white)

**D) E1Y** (black)

## REGIS

(brushed metal)

### E) REGBEN Bench Table

47"L 15.5"D 16"H,

### F) REGOTT End Table

16"L 15.5"D 16.5"H

## SILVERADO

(glass, chrome)

### G) E1E End Table

24" Round 22"H

### H) C1E Cocktail Table

36" Round 17"H

## OLIVER

(walnut finish)

### I) EOLI End Table

22" Round 22"H

### J) COLI Cocktail Table

47"L 27"D 19"H

## RUSTIC

(wood)

### K) ETBL E-Table

21"L 15.5"D 27.5"H

### L) TMBTBL Timber Table

16" Round 17"H

### M) NEMSAC

### Mosaic Tables, Set of 3

(wood, metal)

12"L 14"D 16"H

16.5"L 15"D 18"H

20.5"L 16"D 20"H

### N) AURA

### Aura Round Table

(white metal)

15" Round 22"H

### O) CUBTBL Edge LED Cube Table

(plexi top, white plastic)

20"L 20"D 20"H

A/C power only



# Café Tables



**A) 30SBHC 30" Round Café Table**  
(liquid steel blue top, chrome hydraulic base)  
30" RND 29"H

**B) RSTDIN Rustique Chair w/Arms**  
(gunmetal)  
20"L 18"D 31"H

## 30" Round Café Tables Standard Black Base

30" Round 29"H

**A) ZTB** (red top)

**B) ZTH** (liquid steel blue top)

## Hydraulic Chrome Base

30" Round 29"H

**C) LIQ009** (liquid white top)

**D) 30MAHC** (Madison gray acajou top)

## Malba Chair

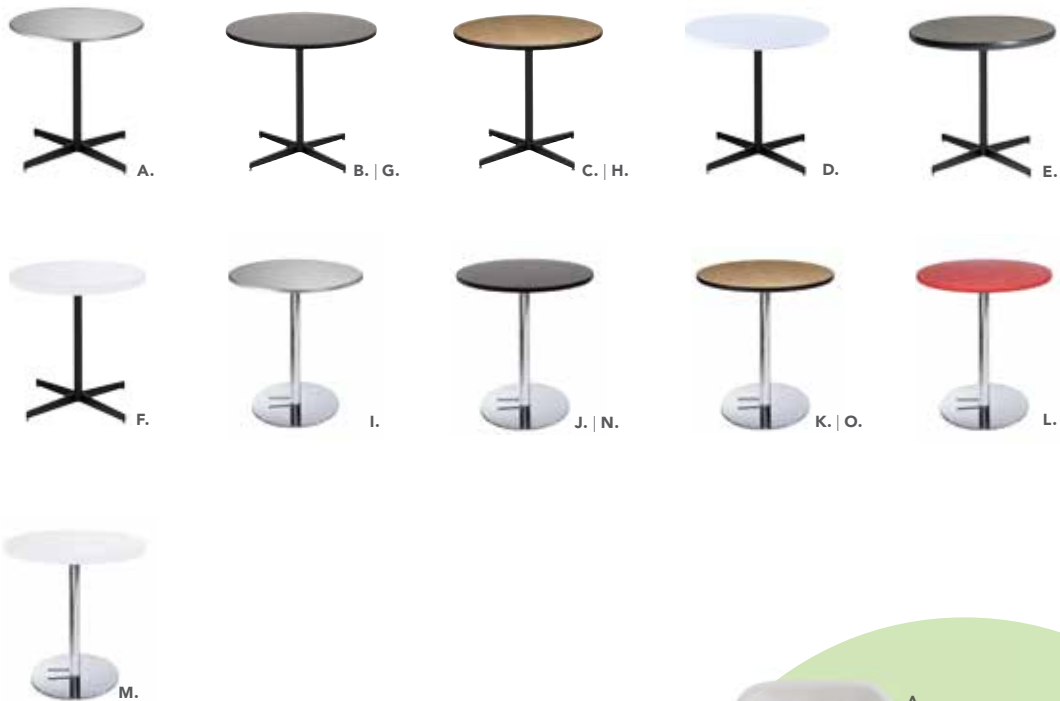
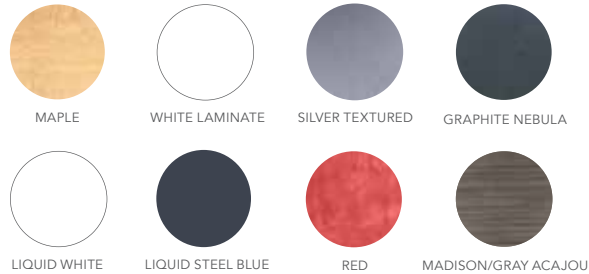
20"L 20"D 32"H

**E) MALGRN** (green)



# Customize And Create

Choose your base, black or chrome, then pick a color that suits your design.



## Café Tables

Standard Black Base

30" Round 29"H

- A) ZTG (silver textured)
- B) ZTJ (graphite nebula)
- C) ZTK (maple)
- D) LIQ004 (liquid white)
- E) ZTA (Madison/gray acajou)

36" Round 29"H

- F) ZTO (white laminate)
- G) ZTN (graphite nebula)
- H) ZTP (maple)

## Café Tables

Hydraulic Chrome Base

30" Round 29"H

- I) 30STHC (silver textured)
- J) 30GRHC (graphite nebula)
- K) 30MTHC (maple)
- L) 30BRHC (red)

36" Round 29"H

- M) 36WTHC (white laminate)
- N) 36GRHC (graphite nebula)
- O) 36MTHC (maple)

See additional options on page 21.

# Mix & Match

**Create the ultimate look.** Choose from a wide variety of colorful Group Seating for the perfect style.

- A) ZENCHR Zenith Chair (white, chrome) 18.5"L 22"D 32"H
- B) DUET Duet Chair (black, chrome) 21"L 23"D 33"H



# Bar Tables



**A) LIQ010**  
**30" Round Bar Table**  
(liquid white, chrome hydraulic base)  
30"RND 45"H

**B) APS12**  
**Apex Barstools**  
(blue ultra suede)  
21"L 21"D 33"H

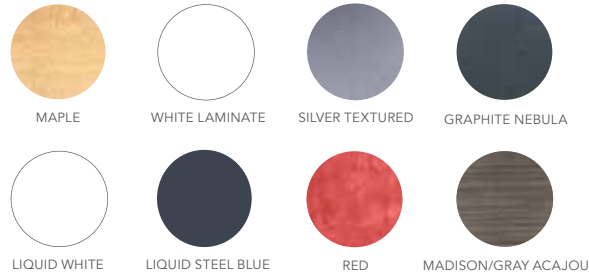


**C) 30SBHB**  
**30" Round Bar Table**  
(liquid steel blue top, chrome hydraulic base)  
30"RND 45"H

**D) RSTSTL**  
**Rustique Barstool**  
(gunmetal)  
13"L 13"D 30"H

# Customize And Create

Choose your base, black or chrome, then pick a color that suits your design.



## Bar Tables

Standard Black Base  
30" Round 42"H

- A) VTJ (graphite nebula)
- B) VTK (maple)
- C) VTG (silver textured)
- D) VTB (red)
- E) LIQ003 (liquid white)
- F) VTH (liquid steel blue)

36" Round 42"H

- G) VTW (white laminate)
- H) VTN (graphite nebula)
- I) VTP (maple)

## Bar Tables

Hydraulic Chrome Base  
30" Round 45"H

- J) 30GRHB (graphite nebula)
- K) 30MTHB (maple)
- L) 30STHB (silver textured)
- M) 30BRHB (red)

36" Round 45"H

- N) 36WTHB (white laminate)
- O) 36GRHB (graphite nebula)
- P) 36MTHB (maple)

See additional options on page 23.



Q) 30MAHB 30" Round Bar Table w/Hydraulic Chrome Base (Madison/gray acajou) 30" RND 45"H

R) VTA 30" Round Bar Table w/ Standard Black Base (Madison/gray acajou) 30" RND 42"H



# Barstools



A.

B.

C.

D.

## LIFT BARSTOOLS

15" Round 23–33.5"H

**A) ROLLWH** (white vinyl)

**B) ROLLRD** (red vinyl)

**C) ROLLBL** (black vinyl)

**D) ROLLGY** (gray vinyl)



# Styles & Shapes



A.



B.



C.



D.



E.



F.



G.



H.



I.



J.



K.



L.



M.



N.



O.



P.



Q.



R.

## Apex Barstools

21"L 21"D 33"H

A) APS08 (black vinyl)

B) APS59 (red vinyl)

C) APS75 (white vinyl)

D) APS12 (blue ultra suede)

## Zoey Barstools

15"L 16"D 26-30.5"H

E) BS002 (white, chrome)

F) BS003 (black, chrome)

## Banana Barstools

21"L 22"D 30"H

G) BSS (black, chrome)

H) BST (white, chrome)

## Oslo Barstools

17"L 20"D 30"H

I) BSD (blue)

J) BSC (white)

## K) BSL Gin Barstool

(maple, chrome)

16"L 16"D 29"H

## L) BCE Ice Barstool

(transparent, chrome)

16"L 14"D 33"H

## M) XBAR Christopher Barstool

(white vinyl, chrome)

19"L 15"D 41"H

## N) BS001 Shark Barstool

(white, chrome)

22"L 19"D 34-44"H

## O) BSR Syntax Barstool

(black, chrome)

23"L 19"D 32"H

# Mix & Match

Create the ultimate look. Choose from a wide variety of select Bar Seating for the perfect style.

P) ZENBAR Zenith Barstool (white, chrome) 19"L 20"D 44"H

Q) RSTSTL Rustique Barstool (gunmetal) 13"L 13"D 30"H

R) LMBAR Laguna Barstool (maple, chrome) 18"L 20"D 47"H



# Conference Tables



**PWRUSB**

**Powered Conference Table Module**  
(black) 5"L 2.25"D 2"H

Includes 2 AC and 2 USB outlets. Available for all conference tables except the Geo, Merlin and Work Tables.



**42" Round Conference Table**

42"RND 29"H

**A) CONF42** (white laminate)

**B) CB1** (graphite nebula)

**C) CB8** (Madison/gray acajou)



**MADISON**

(Madison/gray acajou)

**D) MADC05 5' Table**

60"L 48"D 29"H

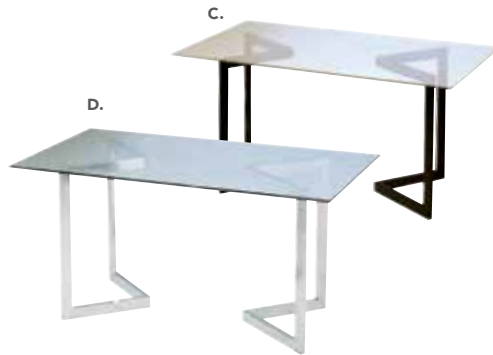
**E) MADC08 8' Table**

96"L 60"D 29"H

**F) MADC10 10' Table**

120"L 48"D 29"H

# Styles & Shapes



## Geo Rounded Square Tables

42"L 42"D 29"H

**A) CE1** (glass, chrome)

**B) CF1** (glass, black)

## Geo Rectangular Tables

60"L 36"D 29"H

**C) CF2 Geo** (glass, black)

**D) CE2 Geo** (glass, chrome)

## Conference Tables

(graphite nebula)

**E) CB3 8'**

96"L 48"D 29"H

**F) CB2 6'**

72"L 42"D 29"H

## Conference Tables

(granite)

**G) C508GR 8'**

96"L 44"D 29"H

**H) CT10GR 10'**

120"L 46"D 29"H

**I) CT06GR 6'**

72"L 36"D 29"H

## J) MERLIN

**Merlin Multi Use Table**

(gray laminate, black)

46"L 29"D 30"H

**K) WD3 Work Table**

(white laminate, white)

48"L 24"D 30"H

# Mix & Match

**Create the right look.** Choose from a wide selection of Conference Chairs for the perfect style.

**L) PROEXB Pro Executive High Back Chair** (black vinyl) 25"L 24"D 48"H Adjustable.

**M) PROMID Pro Executive Mid Back Chair** (white vinyl) 24"L 22"D 40"H Adjustable.



# Executive Seating



A.



B.



C.



D.



E.



F.

**Pro Executive Mid Back Chair**  
24"L 22"D 40"H Adjustable  
**A) PROMDB** (black vinyl)  
**B) PROMID** (white vinyl)

**C) PROGB Pro Executive Guest Chair**  
(black vinyl)  
24"L 22"D 36"H

**D) XC1 Luxor High Back Executive Chair**  
(black vinyl)  
27"L 28"D 47"H Adjustable

**E) XC2 Luxor Mid Back Executive Chair**  
(black vinyl)  
27"L 28"D 41"H Adjustable

**F) SY1 Altura Steno Chair**  
(black crepe)  
25"L 26"D 21"H

## Style & Comfort

**Create the right look.** Choose from a wide selection of Executive Seating for the perfect style.

**G) PROEXB Pro Executive High Back Chair** (black vinyl) 25"L 24"D 48"H Adjustable.

**H) PROEXE Pro Executive High Back Chair** (white classic vinyl) 25"L 24"D 48"H Adjustable.



# Communal Tables

# G30

Powered Tables



Denotes AC and USB charging outlets

### G30 Communal Tables

(maple tops)

#### E) Bar Table

72"L 26"D 42"H

**G30BMS** (solid top)

**G30BMW** (grommet holes)

#### F) Café Table

72"L 26"D 30"

**G30DMS** (solid top)

**G30DMW** (grommet holes)

#### G) Cocktail Table

72"L 26"D 18"H

**G30CMS** (solid top)

**G30CMW** (grommet holes)

- A) **G30BWP G30 Bar Table, Powered** (white top) 72"L 26"D 42"H.  
 B) **G30DWP G30 Café Table, Powered** (white top) 72"L 26"D 30"H.  
 C) **G30CWP G30 Cocktail Table, Powered** (white top) 72"L 26"D 18"H.  
 D) **BSD Oslo Barstool** (blue) 17"L 20"D 30"H.

### TABLE TOP OPTIONS

(G30 Powered Tables only  
available in white)



MAPLE



WHITE



(ADAPTW)

Charging adapters are  
available to rent for all G30  
Powered Table Products.

(Choose from solid top tables or with grommet holes)



### G30 Communal Tables

(white tops)

72"L 26"D 42"H

#### H) Bar Table

**G30BWS** (solid top)

**G30BWW** (grommets)

#### I) Café Table

72"L 26"D 30"H

**G30DWS** (solid top)

**G30DWW** (grommets)

#### J) Cocktail Table

72"L 26"D 18"H

**G30CWS** (solid top)

**G30CWW** (grommets)

#### K) MERLIN

##### Merlin Multi Use Table

(gray laminate, black)

46"L 29"D 30"H

#### L) WD3 Work Table

(white laminate, white)

48"L 24"D 30"H



# Office Essentials

A.



D.

## MADISON

**A) JD8 Madison Executive Desk**

(gray acajou) 60"L 30"D 29"H

**B) CR8 Madison Credenza**

(gray acajou) 60"L 20"D 29"H

**C) BC8 Madison Bookcase**

(gray acajou) 36"L 12"D 72"H

**D) SWAN Swanson Swivel Chair**

(white vinyl) 28"L 25"D 30"H

B.



C.




DESK BACK



CRENZENZA BACK

# POWERED PEDESTALS

 Denotes AC and USB charging outlets

**Please Note:** Client is responsible for providing labor and an electrical power source to the furniture. One 110V power source is required for each charging panel. Two charging units can be daisy chained together. 10A max per charging panel.



A. 



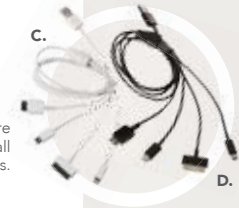
B. 

(Power outlets rotate 180 degrees, allowing devices to be charged from inside the locked cabinet or on the surface)

**A) Powered Locking Pedestal**  
(white)  
PDL36W 24"L 24"D 36"H  
PDL42W 24"L 24"D 42"H

**B) Powered Locking Pedestal**  
(black)  
PDL36B 24"L 24"D 36"H  
PDL42B 24"L 24"D 42"H

**Charging Adapters**  
C) ADAPTW (white)  
D) ADAPT B (black)



Charging adapters are available to rent for all powered products.

# ACCENT LAMPS



A.




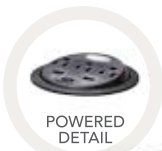
B.

**A) LA15 Mason Floor Lamp**  
(brushed silver)  
18" Round 55"H

**B) LA14 Mason Table Lamp**  
(brushed silver)  
16" Round 26"H

# TECH COLLECTION

 Denotes AC and USB charging outlets



A. 



B. 



C.



**A) TECH3B Tech Desk, Powered, w/3 Drawer File Cabinet**  
(black metal, laminate)  
60"L 30"D 30"H  
**B) TECH Tech Desk, Powered**  
(black metal, laminate)  
60"L 30"D 30"H  
**C) TECH3 3 Drawer File Cabinet on Castors**  
(black metal, laminate)  
16"L 20"D 28"H

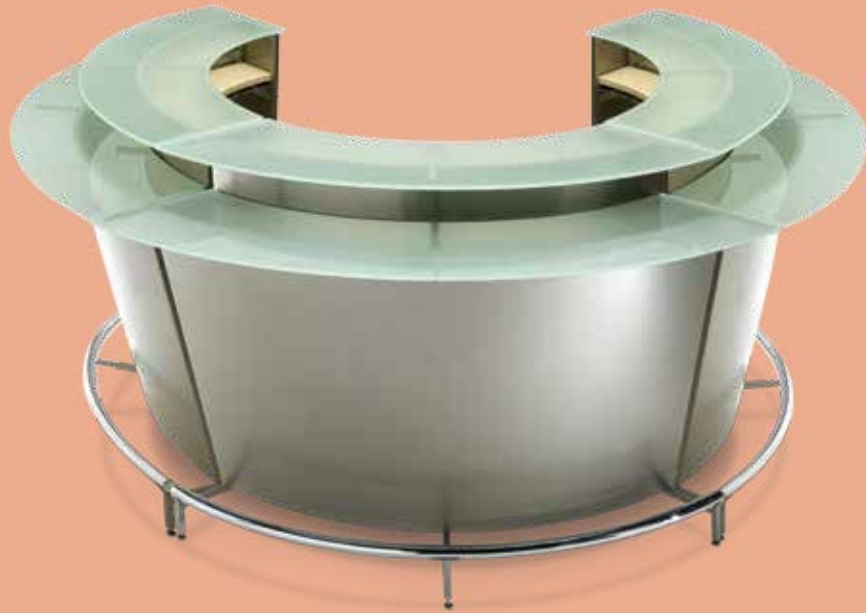
**Charging Adapters**  
D) ADAPT B (black)

Charging adapters are available to rent for all powered products.



# Show Essentials

A.



## MARTINI BAR

### A) BRC Martini Bar Circle

Comprised of three BR1 Martini Bars  
100"L 100"D 45"H

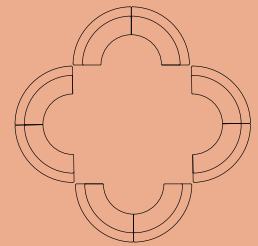
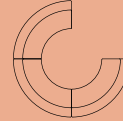
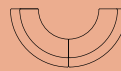
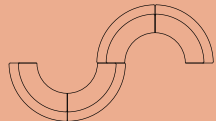
### B) BR1 Martini Bar

(gray metal, frosted glass top)  
67"L 22"D 45"H

B.



### Suggested Uses of Martini Bar



## LIGHTED PRODUCTS

LED light available in white, red, green, blue and rolling color.



A.



B.


**A) CUBL20 Edge LED Cube Ottoman**

(white plastic)  
20"L 20"D 20"H  
A/C power only

**B) CUBTBL Edge LED Cube Table**

(plexi top, white plastic)  
20"L 20"D 20"H  
A/C power only

## MOBILE TABLET STANDS & ACCESSORIES

 Denotes AC and USB charging outlets



Mobile Tablet Stands  
Include 3 AC and 2 USB  
Charging Outlets



**TABLET STANDS**

**A) TBSTND (black)**  
14"L 13"D 44.5"H

**B) TBSTDW (white)**  
14"L 13"D 44.5"H

**ACCESSORIES**

**C) TBBCHR Brochure Holder**  
(black)  
8.625"L 1.1"D 11.325"H

**D) TBSHLF Charging Shelf**  
(black)  
14.85"L 7.17"D 1"H

**E) TBPNTR Wireless Printer Holder**  
(black)  
3.3"L 1.9"D 5.28"H



DELIVERY INFORMATION			
Show Name:			
Contractor:	Heritage Trade Show Services		
Booth Number:		Show Date:	
Venue:			

**Please email or fax both pages to:**  
 Heritage Trade Show Services  
 620 Shenandoah Ave.  
 St. Louis, MO 63104  
**Email:** Exhibitor.Services@HeritageSVS.com  
**Phone:** 314-534-8500  
**Fax:** 314-534-8050

ORDER INFORMATION	
Exhibiting Co:	
Address:	
City, State, Zip:	
Phone:	
Fax:	
Contact:	
Email:	
Authorized By:	

PRICING & PAYMENT INFORMATION	
Advance Price Deadline Date:	
Sales Tax Rate:	
Order Total from Pages 1 and 2: \$	
<b>PLEASE INCLUDE THE HERITAGE METHOD OF PAYMENT FORM WHEN YOU SUBMIT YOUR ORDER FORMS.</b>	

**LATE ORDERS:** Orders received within 7 days prior to show opening are subject to a 30% late order fee.  
**CANCELLATIONS:** If cancelled within 14 days prior to move-in, a 50% charge will be applied. Cancellations made after move-in begins receive no refund.

CODE	QTY	ITEM	ADVANCE	STANDARD	TOTAL:	CODE	QTY	ITEM	ADVANCE	STANDARD	TOTAL:
30BRHB.		30" Round Bar Table - Red Top w/ Hydraulic Base	\$ 324.80	\$ 422.24		BR1.		Martini Bar	\$ 1,415.40	\$ 1,840.02	
30BRHC.		30" Round Café Table - Brushed Red Top w/ Hydraulic Chrome Base	\$ 323.40	\$ 420.42		BRC.		Martini Bar Circle	\$ 4,075.40	\$ 5,298.02	
30GRHB.		30" Round Bar Table - Graphite Nebula Top w/ Hydraulic Base	\$ 324.80	\$ 422.24		BS001.		Shark Barstool	\$ 344.40	\$ 447.72	
30GRHC.		30" Round Café Table - Graphite Nebula Top w/ Hydraulic Chrome Base	\$ 323.40	\$ 420.42		BS002.		Zoey Barstool	\$ 316.40	\$ 411.32	
30MAHB.		30" Round Bar Table - Madison Gray Acajou Top w/ Hydraulic Chrome Base	\$ 315.00	\$ 409.50		BS003.		Zoey Barstool (Black)	\$ 316.40	\$ 411.32	
30MAHC.		30" Round Café Table, Madison Gray Acajou Top w/ Hydraulic Chrome Base	\$ 315.00	\$ 409.50		BSC.		White Oslo Barstool	\$ 284.20	\$ 369.46	
30MHTB.		Mahogany Top Bar Table with Tulip Chrome Base	\$ 324.80	\$ 422.24		BSD.		Blue Oslo Barstool	\$ 284.20	\$ 369.46	
30MTHB.		30" Round Bar Table - Maple Top w/ Hydraulic Base	\$ 323.40	\$ 420.42		BSL.		Gin Maple Barstool	\$ 208.60	\$ 271.18	
30MTHC.		30" Round Café Table - Maple Top w/ Hydraulic Chrome Base	\$ 324.80	\$ 422.24		BSR.		Syntax Barstool, Black/Chrome	\$ 236.60	\$ 307.58	
30SBHB.		30" Round Bar Table - Liquid Steel Blue Top w/ Hydraulic Base	\$ 359.80	\$ 467.74		BSS.		Black Banana Barstool	\$ 267.40	\$ 347.62	
30SBHC.		30" Round Café Table - Liquid Steel Blue Top w/ Hydraulic Chrome Base	\$ 324.80	\$ 422.24		BST.		White Banana Barstool	\$ 267.40	\$ 347.62	
30STHB.		30" Round Bar Table - Silver Textured Top w/ Hydraulic Base	\$ 323.40	\$ 420.42		C1C.		Chrome Geo Cocktail Table with Glass	\$ 273.00	\$ 354.90	
30STHC.		30" Round Café Table - Silver Textured Top w/ Hydraulic Chrome Base	\$ 352.80	\$ 458.64		C1E.		Silverado Cocktail Table with Glass	\$ 303.80	\$ 394.94	
36GRHB.		36" Round Bar Table - Graphite Nebula Top w/ Hydraulic Base	\$ 355.60	\$ 462.28		C1FWB.		Geo Cocktail Table, Wood/Black	\$ 308.00	\$ 400.40	
36GRHC.		36" Round Café Table - Graphite Nebula Top w/ Hydraulic Chrome Base	\$ 352.80	\$ 458.64		C1W.		White Sydney Cocktail Table	\$ 305.20	\$ 396.76	
36MTHB.		36" Round Bar Table - Maple Top w/ Hydraulic Base	\$ 355.60	\$ 462.28		C1WP.		White Sydney Cocktail Table, Powered	\$ 386.40	\$ 502.32	
36MTHC.		36" Round Café Table - Maple Top w/ Hydraulic Chrome Base	\$ 352.80	\$ 458.64		C1Y.		Black Sydney Cocktail Table	\$ 305.20	\$ 396.76	
36WTHB.		36" Round Bar Table - White Laminate Top w/ Hydraulic Base	\$ 355.60	\$ 462.28		C1YP.		Black Sydney Cocktail Table, Powered	\$ 386.40	\$ 502.32	
36WTHC.		36" Round Café Table - White Laminate Top w/ Hydraulic Chrome Base	\$ 26.60	\$ 34.58		C508GR.		8' Table	\$ 586.60	\$ 762.58	
ADAPT.B.		Charging Adapter (Black)	\$ 25.20	\$ 32.76		CB1.		42" Round Graphite Conference Table	\$ 415.80	\$ 540.54	
ADAPT.W.		Charging Adapter (White)	\$ 351.40	\$ 456.82		CB2.		6' Graphite Conference Table	\$ 497.00	\$ 646.10	
ALC100.		Alondra Cocktail Table, Glass/Chrome	\$ 351.40	\$ 456.82		CB3.		8' Graphite Conference Table	\$ 586.60	\$ 762.58	
ALC200.		Alondra Cocktail Table, Wood/Chrome	\$ 253.40	\$ 329.42		CB8.		42" Round Conference Table, Madison Gray Acajou	\$ 180.04	\$ 234.05	
ALE100.		Alondra End Table, Glass/Chrome	\$ 253.40	\$ 329.42		CCE.		Ice Chair	\$ 238.00	\$ 309.40	
ALE200.		Alondra End Table, Wood/Chrome	\$ 240.80	\$ 313.04		CE1.		Square Round Chrome Geo Conference Table	\$ 344.40	\$ 447.72	
APS08.		Black Vinyl Apex Barstool	\$ 240.80	\$ 313.04		CE2.		Chrome Geo Conference Table	\$ 488.60	\$ 635.18	
APS59.		Red Vinyl Apex Barstool	\$ 240.80	\$ 313.04		CF1.		Square Round Black Geo Conference Table	\$ 344.40	\$ 447.72	
APS75.		White Vinyl Apex Barstool	\$ 240.80	\$ 313.04		CF2.		Black Geo Conference Table	\$ 488.60	\$ 635.18	
AURA.		Aura Round Table	\$ 156.80	\$ 203.84		CH002.		Wendy Chair	\$ 124.60	\$ 161.98	
BC8.		Madison Bookcase, Gray Acajou	\$ 460.60	\$ 598.78		CHR002.		Allegro Chair	\$ 530.60	\$ 689.78	
BCE.		Ice Transparent Chrome Barstool	\$ 288.40	\$ 374.92		CHR003.		Roma Chair	\$ 590.80	\$ 768.04	
BCW.		White Madrid Chair	\$ 698.60	\$ 908.18		CHRPWR.		Roma Chair, Powered	\$ 681.80	\$ 886.34	
BNO08.		Black Vinyl Bench Ottoman	\$ 446.60	\$ 580.58		COLI.		Oliver Cocktail Table	\$ 259.00	\$ 336.70	
BNO75.		White Vinyl Bench Ottoman	\$ 446.60	\$ 580.58		CONF42.		42" Round Table	\$ 415.80	\$ 540.54	
BNQ417.		Full Banquet, Powered, White Vinyl	\$ 2,412.20	\$ 3,135.86		CR8.		Madison Credenza, Gray Acajou	\$ 539.00	\$ 700.70	
BNQ7.		Quarter Curve Ottoman, White Vinyl	\$ 518.00	\$ 673.40		CS4.		Syntax Chair, Black/Chrome	\$ 217.00	\$ 282.10	
BNQR17.		Ottoman Ring, White Vinyl	\$ 1,855.00	\$ 2,411.50		CS8.		Black Berlin Stacking Chair	\$ 133.00	\$ 172.90	
BNQTL7.		Center Cone, Powered, White Vinyl	\$ 760.20	\$ 988.26		CS9.		Red Berlin Stacking Chair	\$ 133.00	\$ 172.90	
BR1.		Martini Bar	\$ 1,415.40	\$ 1,840.02		CT06GR.		6 Foot Rectangle Granite Conference Table	\$ 509.60	\$ 662.48	
CT10GR.		10' Rectangle Granite Conference Table	\$ 880.60	\$ 1,144.78		OTS.		South Beach Wedge Ottoman	\$ 343.00	\$ 445.90	
CUBL20.		Edge LED Cube Ottoman	\$ 207.20	\$ 269.36		PDL36B.		Powered Locking Pedestal, 36" (Black)	\$ 544.60	\$ 707.98	
CUBTBL.		Edge LED Cube Table	\$ 208.60	\$ 271.18		PDL36W.		Powered Locking Pedestal, 36" (White)	\$ 544.60	\$ 707.98	
DUET.		Duet Stack Chair	\$ 77.00	\$ 100.10		PDL42B.		Powered Locking Pedestal, 42" (Black)	\$ 648.20	\$ 842.66	



CODE	QTY	ITEM	ADVANCE	STANDARD	TOTAL:	CODE	QTY	ITEM	ADVANCE	STANDARD	TOTAL:
E1C.		Chrome Geo End Table with Glass	\$ 267.40	\$ 347.62		PDL42W.		Powered Locking Pedestal, 42" (White)	\$ 648.20	\$ 842.66	
E1E.		Silverado End Table with Glass	\$ 278.60	\$ 362.18		PROEXB.		Pro Executive High Back Chair (Black)	\$ 390.60	\$ 507.78	
E1FWB.		Geo End Table, Wood/Black	\$ 267.40	\$ 347.62		PROEXE.		Pro Executive High Back Chair (White)	\$ 390.60	\$ 507.78	
E1W.		White Sydney End Table	\$ 267.40	\$ 347.62		PROGB.		Madison 10' Table	\$ 273.00	\$ 354.90	
E1Y.		Black Sydney End Table	\$ 267.40	\$ 347.62		PROMDB.		Pro Executive Mid Back Chair (Black)	\$ 254.80	\$ 331.24	
END01B.		Black Endless Curved Ottoman	\$ 452.20	\$ 587.86		PROMID.		Pro Executive Mid Back Chair (White)	\$ 254.80	\$ 331.24	
END01W.		White Endless Curved Ottoman	\$ 452.20	\$ 587.86		PWRUSB.		Powered Conference Table Module	\$ 79.80	\$ 103.74	
END02B.		Black Endless Square Ottoman	\$ 387.80	\$ 504.14		R1Q.		White Mini Refrigerator	\$ 330.40	\$ 429.52	
END02W.		White Endless Square Ottoman	\$ 387.80	\$ 504.14		R1R.		White Standard Refrigerator	\$ 940.80	\$ 1,223.04	
EOLL.		Oliver End Table	\$ 224.00	\$ 291.20		REGBEN.		Regis Bench/Table	\$ 310.80	\$ 404.04	
ETBL.		E Table	\$ 193.20	\$ 251.16		REGOTT.		Regis End Table	\$ 222.60	\$ 289.38	
FAIRCW.		Fairfax Chair	\$ 371.00	\$ 482.30		ROLLBL.		Black Lift Barstool	\$ 231.00	\$ 300.30	
FAIRSW.		Fairfax Sofa	\$ 513.80	\$ 667.94		ROLLGY.		Gray Lift Barstool	\$ 231.00	\$ 300.30	
G30BMS.		G30 Communal Bar Table (Maple)	\$ 721.00	\$ 937.30		ROLLRD.		Red Lift Barstool	\$ 231.00	\$ 300.30	
G30BMW.		G30 Communal Bar Table w/ Grommet Holes (Maple)	\$ 721.00	\$ 937.30		ROLLWH.		White Lift Barstool	\$ 231.00	\$ 300.30	
G30BWP.		G30 Powered Bar Table	\$ 833.00	\$ 1,082.90		RSTDIN.		Rustique Chair w/ arms	\$ 158.20	\$ 205.66	
G30BWS.		G30 Communal Bar Table (White)	\$ 721.00	\$ 937.30		RSTSTL.		Rustique Barstool	\$ 144.20	\$ 187.46	
G30BWW.		G30 Communal Bar Table w/ Grommet Holes (White)	\$ 721.00	\$ 937.30		SAL.		Sally Stool/Ottoman	\$ 96.60	\$ 125.58	
G30CMS.		G30 Communal Cocktail Table (Maple)	\$ 403.20	\$ 524.16		SC10.		Razor Armless Chair	\$ 91.00	\$ 118.30	
G30CMW.		G30 Communal Cocktail Table w/ Grommet Holes (Maple)	\$ 403.20	\$ 524.16		SC3.		Black Brewer Chair	\$ 183.40	\$ 238.42	
G30CWP.		G30 Powered Communal Cocktail Table (White)	\$ 473.20	\$ 615.16		SFA002.		Allegro Sofa	\$ 757.40	\$ 984.62	
G30CWS.		G30 Communal Cocktail Table (White)	\$ 403.20	\$ 524.16		SFA003.		Roma Sofa	\$ 865.20	\$ 1,124.76	
G30CWW.		G30 Communal Cocktail Table w/ Grommet Holes (White)	\$ 403.20	\$ 524.16		SFAPWR.		Roma Sofa, Powered	\$ 1,093.40	\$ 1,421.42	
G30DMS.		G30 Communal Café Table (Maple)	\$ 576.80	\$ 749.84		SO1.		South Beach Sofa	\$ 721.00	\$ 937.30	
G30DMW.		G30 Communal Café Table w/ Grommet Holes (Maple)	\$ 576.80	\$ 749.84		SO2.		South Beach Sofa Set	\$ 1,722.00	\$ 2,238.60	
G30DWP.		G30 Powered Communal Café Table (White)	\$ 659.40	\$ 857.22		SWAN.		Swanson Swivel Chair	\$ 389.20	\$ 505.96	
G30DWS.		G30 Communal Café Table (White)	\$ 576.80	\$ 749.84		SY1.		Altura Steno Chair	\$ 217.00	\$ 282.10	
G30DWW.		G30 Communal Café Table w/ Grommet Holes (White)	\$ 576.80	\$ 749.84		TANCHR.		Tangiers Chair	\$ 466.20	\$ 606.06	
HC008.		Heathrow Corner Chair	\$ 600.60	\$ 780.78		TANSOF.		Tangiers Sofa	\$ 725.20	\$ 942.76	
HCH08.		Heathrow Chair	\$ 553.00	\$ 718.90		TBBCHR.		Brochure Holder	\$ 68.60	\$ 89.18	
HEA08.		Heathrow Sofa	\$ 725.20	\$ 942.76		TBPNTR.		Wireless Printer Holder	\$ 68.60	\$ 89.18	
HOPCH.		Hopi Chair, Gray Linen	\$ 250.60	\$ 325.78		TBSHLF.		Charging Shelf	\$ 68.60	\$ 89.18	
HOPLV.		Hopi Loveseat, Gray Linen	\$ 392.00	\$ 509.60		TBSTDW.		White Mobile Tablet Stand	\$ 147.00	\$ 191.10	
HS008.		Heathrow Sectional	\$ 1,902.60	\$ 2,473.38		TBSTND.		Black Mobile Tablet Stand	\$ 147.00	\$ 191.10	
JDB.		Madison Executive Desk, Gray Acajou	\$ 637.00	\$ 828.10		TECH.		Tech Desk, Powered	\$ 492.80	\$ 640.64	
KEYCHR.		Key Largo Chair	\$ 336.00	\$ 436.80		TECH3.		3 Drawer File Cabinet on Castors	\$ 156.80	\$ 203.84	
KEYLOV.		Key Largo Loveseat	\$ 394.80	\$ 513.24		TECH3B.		Tech Desk, Powered w/ 3 Drawer File Cabinet	\$ 603.40	\$ 784.42	
KEYSOF.		Key Largo Sofa	\$ 518.00	\$ 673.40		TMBTBL.		Timber Table	\$ 186.20	\$ 242.06	
LA14.		Mason Table Lamp	\$ 155.40	\$ 202.02		VIB01.		Vibe Cube Ottoman - Green	\$ 147.00	\$ 191.10	
LA15.		Mason Floor Lamp	\$ 238.00	\$ 309.40		VIB02.		Vibe Cube Ottoman - Blue	\$ 147.00	\$ 191.10	
LABREA.		La Brea Swivel Chair	\$ 448.00	\$ 582.40		VIB03.		Vibe Cube Ottoman - Pink	\$ 147.00	\$ 191.10	
LIQ003.		30" Round Bar Table - Liquid White Top w/ Standard Black Base	\$ 364.00	\$ 473.20		VIB04.		Vibe Cube Ottoman - Red	\$ 147.00	\$ 191.10	
LIQ004.		30" Round Café Table, Standard Black Base, Liquid White Top	\$ 387.80	\$ 504.14		VIB05.		Vibe Cube Ottoman - Yellow	\$ 147.00	\$ 191.10	
LIQ009.		30" Round Café Table - Liquid White Top w/ Hydraulic Chrome Base	\$ 488.60	\$ 635.18		VIB06.		Vibe Cube Ottoman - Gold	\$ 147.00	\$ 191.10	
LIQ010.		30" Round Bar Table - Liquid White Top w/ Hydraulic Chrome Base	\$ 488.60	\$ 635.18		VIB07.		Vibe Cube Ottoman - Beige	\$ 147.00	\$ 191.10	
LMBAR.		Laguna Barstool, Maple/Chrome	\$ 196.00	\$ 254.80		VIB08.		Vibe Cube Ottoman - Orange	\$ 147.00	\$ 191.10	
LMCHR.		Laguna Chair, Maple/Chrome	\$ 155.40	\$ 202.02		VIB09.		Vibe Cube Ottoman - White	\$ 147.00	\$ 191.10	
MADC05.		5' Madison Table, Madison Gray Acajou	\$ 505.40	\$ 657.02		VIB10.		Vibe Cube Ottoman - Black	\$ 147.00	\$ 191.10	
MADC08.		8' Madison Table, Gray Acajou	\$ 1,009.40	\$ 1,312.22		VTB.		30" Round Bar Table - Madison Gray Acajou Top w/ Standard Black Base	\$ 259.00	\$ 336.70	
MADC10.		Madison 10' Table	\$ 1,009.40	\$ 1,312.22		VTG.		30" Round Bar Table - Red Top w/ Black Base	\$ 266.00	\$ 345.80	
MADGRY.		Madden Arm Chair	\$ 462.00	\$ 600.60		VTH.		30" Round Bar Table - Silver Textured Top w/ Black Base	\$ 266.00	\$ 345.80	
MALGRN.		Malba Chair, Green	\$ 119.00	\$ 154.70		VTJ.		30" Round Bar Table - Steel Blue Top w/ Standard Black Base	\$ 267.40	\$ 347.62	
MALGRY.		Malba Chair, Gray	\$ 119.00	\$ 154.70		VTK.		30" Round Bar Table - Nebula Top w/ Black Base	\$ 266.00	\$ 345.80	
MAR001.		Marche Swivel, White Vinyl	\$ 196.00	\$ 254.80		VTN.		30" Round Bar Table - Maple Top w/ Black Base	\$ 266.00	\$ 345.80	
MAR002.		Marche Swivel, Gray Fabric	\$ 196.00	\$ 254.80		VTP.		36" Round Bar Table - Graphite Nebula Top w/ Black Base	\$ 288.40	\$ 374.92	
MAR003.		Marche Swivel, Linen Fabric	\$ 196.00	\$ 254.80		VTW.		36" Round Bar Table - Maple Top w/ Black Base	\$ 288.40	\$ 374.92	
MAR004.		Marche Swivel, Raspberry Fabric	\$ 196.00	\$ 254.80		WD3.		Work Table	\$ 358.40	\$ 465.92	
MAR005.		Marche Swivel, Red Fabric	\$ 196.00	\$ 254.80		WHT12.		Half Bench Ottoman, White Vinyl	\$ 394.63	\$ 513.01	
MAR006.		Marche Swivel, Rose Quartz Fabric	\$ 196.00	\$ 254.80		XBAR.		Christopher Barstool	\$ 193.20	\$ 251.16	
MAR007.		Marche Swivel, Plum Fabric	\$ 196.00	\$ 254.80		XC1.		Luxor Highback Executive Chair	\$ 435.40	\$ 566.02	
MAR008.		Marche Swivel, Meadow Green Fabric	\$ 196.00	\$ 254.80		XC2.		Luxor Midback Executive Chair	\$ 407.40	\$ 529.62	
MAR009.		Marche Swivel, Pear Yellow Fabric	\$ 196.00	\$ 254.80		XC3.		Luxor Guest Chair	\$ 365.40	\$ 475.02	
MAR010.		Marche Swivel, Blue Fabric	\$ 196.00	\$ 254.80		XC6.		Altura Guest Chair	\$ 334.60	\$ 434.98	
MERLIN.		Merlin Multi Use Table	\$ 373.80	\$ 485.94		XCHR.		Christopher Chair	\$ 110.60	\$ 143.78	
NEMSAC.		Mosaic Tables	\$ 306.60	\$ 398.58		ZENBAR.		Zenith Barstool, White/Chrome	\$ 173.60	\$ 225.68	
NPLCHP.		Naples Chair, Powered	\$ 681.80	\$ 886.34		ZENCHR.		Zenith Chair, White/Chrome	\$ 175.00	\$ 227.50	
NPLCHR.		Naples Chair	\$ 631.40	\$ 820.82		ZTA.		30" Round Café Table, Standard Black Base, Madison Gray Acajou Top	\$ 243.60	\$ 316.68	
NPLLOP.		Naples Loveseat, Powered	\$ 949.20	\$ 1,233.96		ZTB.		30" Round Café Table - Red Top w/ Black Base	\$ 243.60	\$ 316.68	
NPLLOV.		Naples Loveseat	\$ 757.40	\$ 984.62		ZTG.		30" Round Café Table - White Laminate Top w/ Black Base	\$ 243.60	\$ 316.68	
NPLSOF.		Naples Sofa	\$ 905.80	\$ 1,177.54		ZTH.		30" Round Café Table, Standard Black Base, Liquid Steel Blue Top	\$ 243.60	\$ 316.68	
NPLSOP.		Naples Sofa, Powered	\$ 1,093.40	\$ 1,421.42		ZTJ.		30" Round Café Table - Nebula Top w/ Black Base	\$ 243.60	\$ 316.68	
OCB.		Key West Chair	\$ 432.60	\$ 562.38		ZTK.		30" Round Café Table - Maple Top w/ Black Base	\$ 243.60	\$ 316.68	
OCH.		Black Madrid Chair	\$ 786.80	\$ 1,022.84		ZTN.		36" Round Café Table - Nebula Top w/ Black Base	\$ 261.80	\$ 340.34	
OCMESP.		Meeting Chair (Espresso)	\$ 299.60	\$ 389.48		ZTP.		36" Round Café Table - Maple Top w/ Black Base	\$ 261.80	\$ 340.34	
OCMTAU.		Meeting Chair (Taupe)	\$ 295.40	\$ 384.02		ZTQ.		36" Round Café Table - White Laminate Top w/ Black Base	\$ 261.80	\$ 340.34	
OCMWHT.		Meeting Chair (White)	\$ 271.60	\$ 353.08							

<b>Total:</b>	
---------------	--

Remit To:



620 Shenandoah Avenue | St. Louis, MO 63104  
 Phone 314-534-8500 | Fax 314-534-8050  
 Exhibitor.Services@heritagesvs.com

# MODULAR RENTAL DISPLAY ORDER FORM

**Cancellation:** No refunds if cancelled after the deadline.

**Late Request:** Request after deadline will be filled as available at the standard rate.

### Choose Your Exhibit – Check One

<input type="checkbox"/> <b>MD01 DISPLAY ONE: 10' STANDARD DISPLAY</b> <b>Package Includes:</b> Installation and dismantling labor 1 Header One 10' x 10' Standard Carpet One 1 meter counter Three Arm Lights	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th style="text-align: center;">ADVANCED RATE</th> <th style="text-align: center;">STANDARD RATE</th> </tr> <tr> <td style="text-align: center;">\$2,201.60</td> <td style="text-align: center;">\$2,862.05</td> </tr> </table>	ADVANCED RATE	STANDARD RATE	\$2,201.60	\$2,862.05		<input type="checkbox"/> <b>MD02 DISPLAY TWO: 20' STANDARD DISPLAY</b> <b>Package Includes:</b> Installation and dismantling labor One 10' x 20' Standard carpet 2 Headers One 2 meter counter Two 1 meter counters 6 Halogen Lights	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th style="text-align: center;">ADVANCED RATE</th> <th style="text-align: center;">STANDARD RATE</th> </tr> <tr> <td style="text-align: center;">\$5,041.30</td> <td style="text-align: center;">\$6,553.70</td> </tr> </table>	ADVANCED RATE	STANDARD RATE	\$5,041.30	\$6,553.70				
ADVANCED RATE	STANDARD RATE															
\$2,201.60	\$2,862.05															
ADVANCED RATE	STANDARD RATE															
\$5,041.30	\$6,553.70															
<input type="checkbox"/> <b>MD03 DISPLAY THREE: 20' DELUXE DISPLAY</b> <b>Package Includes:</b> Installation and dismantling labor One 10' x 20' Standard Carpet 2 Headers One 1.5 meter counter Four shelves 5 Halogen Lights	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th style="text-align: center;">ADVANCED RATE</th> <th style="text-align: center;">STANDARD RATE</th> </tr> <tr> <td style="text-align: center;">\$5,424.20</td> <td style="text-align: center;">\$7,051.45</td> </tr> </table>	ADVANCED RATE	STANDARD RATE	\$5,424.20	\$7,051.45		<input type="checkbox"/> <b>MD04 DISPLAY FOUR: 20' DELUXE DISPLAY</b> <b>Package Includes:</b> Installation and dismantling labor One 10' x 20' Standard carpet 1 Header 4 Counters 5 Halogen Lights	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th style="text-align: center;">ADVANCED RATE</th> <th style="text-align: center;">STANDARD RATE</th> </tr> <tr> <td style="text-align: center;">\$5,902.80</td> <td style="text-align: center;">\$7,673.65</td> </tr> </table>	ADVANCED RATE	STANDARD RATE	\$5,902.80	\$7,673.65				
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\$5,424.20	\$7,051.45															
ADVANCED RATE	STANDARD RATE															
\$5,902.80	\$7,673.65															
<input type="checkbox"/> <b>MD05 DISPLAY FIVE: 20 X 20 ISLAND DISPLAY</b> <b>Package Includes:</b> Installation and dismantling labor One 20' x 20' Standard carpet 2 Headers 4 Counters	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th style="text-align: center;">ADVANCED RATE</th> <th style="text-align: center;">STANDARD RATE</th> </tr> <tr> <td style="text-align: center;">\$9,731.65</td> <td style="text-align: center;">\$12,651.15</td> </tr> </table>	ADVANCED RATE	STANDARD RATE	\$9,731.65	\$12,651.15		<input type="checkbox"/> <b>MD06 DISPLAY SIX: 20 X 20 ISLAND DISPLAY</b> Installation and dismantling labor One 20' x 20' Standard carpet 4 Headers 4 Counters	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th style="text-align: center;">ADVANCED RATE</th> <th style="text-align: center;">STANDARD RATE</th> </tr> <tr> <td style="text-align: center;">\$10,529.30</td> <td style="text-align: center;">\$13,688.10</td> </tr> </table>	ADVANCED RATE	STANDARD RATE	\$10,529.30	\$13,688.10				
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\$9,731.65	\$12,651.15															
ADVANCED RATE	STANDARD RATE															
\$10,529.30	\$13,688.10															
<p><b>Circle your carpet color:</b></p> <p>Black    Blue    Burgundy    Gray    Red</p>		<p><b>Choose Your Panels</b> Standard and Optional Panel Choices</p> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:50%; vertical-align: top;"> <input type="checkbox"/> White Hardwall  <input type="checkbox"/> Black/Gray Velcro – Circle: Black or Gray  <input type="checkbox"/> Opt. Color Hardwall (per panel) - Specify                 </td> <td style="width:25%; text-align: center;"> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th style="text-align: center;">Advanced Rates:</th> </tr> <tr> <td style="text-align: center;">Included</td> </tr> <tr> <td style="text-align: center;">Included</td> </tr> <tr> <td style="text-align: center;">\$70.00 ea.</td> </tr> </table> </td> <td style="width:25%; text-align: center;"> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th style="text-align: center;">Advanced Rates:</th> </tr> <tr> <td style="text-align: center;">Included</td> </tr> <tr> <td style="text-align: center;">Included</td> </tr> <tr> <td style="text-align: center;">\$91.00 ea.</td> </tr> </table> </td> </tr> </table>				<input type="checkbox"/> White Hardwall <input type="checkbox"/> Black/Gray Velcro – Circle: Black or Gray <input type="checkbox"/> Opt. Color Hardwall (per panel) - Specify	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th style="text-align: center;">Advanced Rates:</th> </tr> <tr> <td style="text-align: center;">Included</td> </tr> <tr> <td style="text-align: center;">Included</td> </tr> <tr> <td style="text-align: center;">\$70.00 ea.</td> </tr> </table>	Advanced Rates:	Included	Included	\$70.00 ea.	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th style="text-align: center;">Advanced Rates:</th> </tr> <tr> <td style="text-align: center;">Included</td> </tr> <tr> <td style="text-align: center;">Included</td> </tr> <tr> <td style="text-align: center;">\$91.00 ea.</td> </tr> </table>	Advanced Rates:	Included	Included	\$91.00 ea.
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Advanced Rates:																
Included																
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\$91.00 ea.																

**Indicate Your Header Sign Copy**

Your company name will be printed in block lettering on the White Header sign.

Check which color lettering you would like  Black  Blue  Red

Please indicate here if you would like us to assist you with logo identification or other customized graphics.

**• Remember to order the following items, they are NOT included in booth package; • Furniture • Electrical Service • Custom Logo • Floral • Cleaning Service**

**Yes, I have completed and enclosed the Payment Form**      Sub. Total \_\_\_\_\_

10.25% Tax \_\_\_\_\_  
**TOTAL ORDER** \_\_\_\_\_

NAME OF CONVENTION ASGCT 2018 \_\_\_\_\_ BOOTH # \_\_\_\_\_

EXHIBITING COMPANY \_\_\_\_\_ PHONE # \_\_\_\_\_ FAX # \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

EMAIL ORDER CONFIRMATION & INVOICE TO \_\_\_\_\_

CONTACT NAME \_\_\_\_\_ DATE \_\_\_\_\_

# Modular Displays



MD01 Modular Hardwall Display Package 1



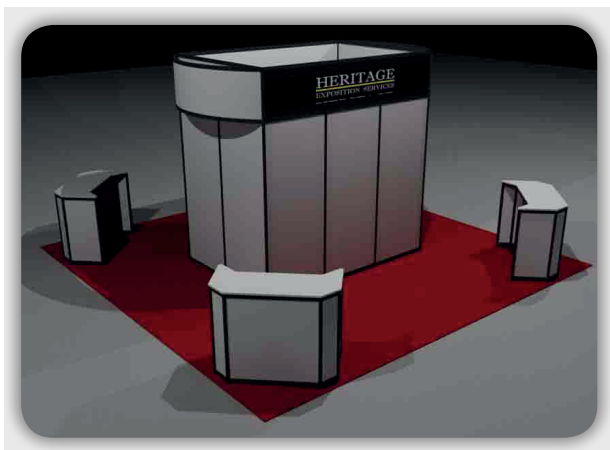
MD02 Modular Hardwall Display Package 2



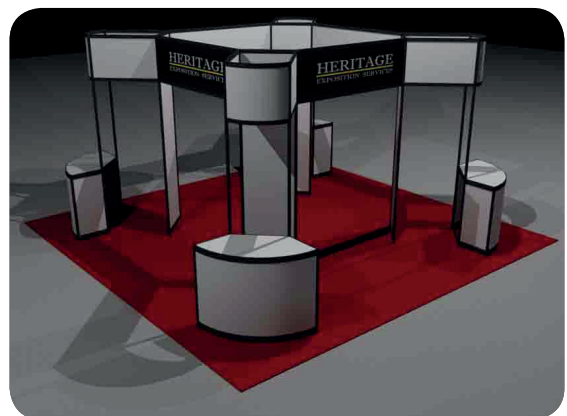
MD03 Modular Hardwall Display Package 3



MD04 Modular Hardwall Display Package 4



MD05 Modular Hardwall Display Package 5



MD06 Modular Hardwall Display Package 6

Remit To:



620 Shenandoah Avenue | St. Louis, MO 63104
Phone 314-534-8500 | Fax 314-534-8050
Exhibitor.Services@heritagesvs.com

MATERIAL HANDLING INFORMATION

Heritage shall not be liable for piece count or condition of any shipments received without individual carrier receipts or freight bills from carriers such as UPS, Federal Express, Express Mail, Parcel Post, private vehicles, etc, due to their delivery procedures.

A. MATERIAL HANDLING FOR DELIVERIES TO WAREHOUSE

Heritage Trade Show Services will start receiving crated, boxed or skidded materials 30 days prior to show move-in. Shipments will be received Monday through Friday between the hours of 10:00 a.m. and 4:00 p.m. For uncrated and loose shipments, please refer to shipments to show site below. Shipments must be sent with freight charges prepaid. Collect shipments will not be accepted. A 200 lb. minimum will apply for each shipment received. Rates below include receipt of your freight; delivery to the booth; storage and return of empty crates; and reloading.

Label each piece and address all shipping documents/bills of lading as follows for shipments to warehouse:

EXHIBITOR COMPANY NAME
HERITAGE TRADE SHOW SERVICES
UPS FREIGHT C/O J & J MOTOR FREIGHT
2338 S. INDIANA AVE.
CHICAGO, IL 60616
FOR: ASGCT 2018

BOOTH NO.
TOTAL PIECES
APPROX. WT.

\*\*DELIVERIES TO THE WAREHOUSE MUST BE MADE BETWEEN THE HOURS OF 10 AM - 4 PM, MONDAY THROUGH FRIDAY\*\*

RATES FOR DELIVERIES TO WAREHOUSE Deadline Date: Wednesday, May 9th, 2018 To Avoid Late Fees

Table with 4 columns: Description, Rate per 100 lbs., Min Charge. Rows include Packaged Shipments to the Advance Warehouse and Packaged Shipments via Van Line, Specialized Carrier, Federal Express, UPS or U.S. Mail to the Advance Warehouse.

B. MATERIAL HANDLING FOR DELIVERIES TO SHOW SITE

Heritage Trade Show Services will receive and unload shipments at show site only during scheduled exhibitor move-in times. Do not ship to show site at any other times, as the facility has no provisions to accept advance shipments. Shipments must be sent with freight charges prepaid. Collect shipments will not be accepted. A 200 lb. minimum will apply for each shipment received. Rates below include receipt of your freight; delivery to the booth; storage and return of empty crates; and reloading.

Label each piece and address all shipping documents/bills of lading as follows for shipments to show site:

EXHIBITOR COMPANY NAME
C/O HERITAGE TRADE SHOW SERVICES
HILTON CHICAGO
720 SOUTH MICHIGAN AVE.
CHICAGO, IL 60605
FOR: ASGCT 2018

BOOTH NO.
TOTAL PIECES
APPROX. WT.

RATES FOR DELIVERIES TO SHOWSITE

Table with 4 columns: Description, Rate per 100 lbs., Min Charge. Rows include Packaged Shipments to the Show site, Packaged Shipments via Van Line, Specialized Carrier, Federal Express, UPS or U.S. Mail to the Show site, and Loose or Uncrated Shipments or Shipments requiring Special Handling to the Show site.

The per cwt. (100 lb.) rates listed above are based on inbound weight only, rounded up to the next 100 lbs.. Services include receiving, unloading, delivery to booth, storage and return of empty containers, moving materials to the dock and reloading on designated outbound carrier.

ESTIMATED COSTS. \* (Round to next highest whole number)
Estimated Weight in lbs. + 100 = \* x Rate = Total

CONTINUED ON NEXT PAGE

### C. INBOUND SHIPMENTS

All shipments must have a bill-of-lading or delivery receipt showing number of pieces, true weight (via certified scale ticket), and description of merchandise. If shipments arrive without weight on bill-of-lading and weight is unobtainable, Heritage will estimate the weight. If actual scale weights are not submitted prior to move-out the estimated weight will be final and binding. All shipments received are subject to reweigh. Copies of bills-of-lading, with the name of the carrier, should be forwarded to HERITAGE TRADE SHOW SERVICES as soon as shipments are made. This will assist in tracing, if required. Shipments received at the warehouse after scheduled exhibitor set-up or shipments received at show site after exhibitor move-in times, are subject to surcharges to cover additional trucking or labor and will be billed accordingly.

### D. EMPTY CONTAINER LABELS

Empty container labels will be available at the service desk for all exhibitors using Heritage material handling services. Affixing the labels is the sole responsibility of the exhibitor or his representative. All previous labels should be removed or obliterated. Heritage assumes no responsibility for removal of containers with old empty labels, improper information on empty labels or valuables stored in containers removed for storage.

### E. ADDITIONAL AVAILABLE SERVICES

All per 100 lb. Rates quoted in the foregoing do not include any Blocking, Spotting, or Bracing in booth, or Local pickups for deliveries. For such services, the following rates apply:

	STRAIGHT TIME	OVERTIME
Material Handler	\$ 157.15 per hr.	\$ 235.73 per hr. (One Hour Minimum)
Local Pickups & Deliveries	\$ 373.85 per hr.	\$ 560.78 per hr. (One Hour Minimum)

### F. SPECIAL SERVICES

Metal banding will be available for securing outbound shipments at a rate of \$.50 per foot, plus labor (One Hour Minimum). Shrink wrap of a pallet will be charged at \$50.00 per pallet. Mobile equipment will be moved into and out of the exhibit facility at \$150.00 per round trip unless otherwise noted in this kit.

### G. OUTBOUND SHIPMENTS

Exhibitors are responsible for labeling their exhibit materials and providing outbound shipping information. To assist you with these arrangements, Heritage will have a Service Desk in the exhibit hall with labels, bills-of-lading and available shipping information. When materials are labeled, packed and ready to be shipped, completed bills-of-lading should be turned in at the Service Desk. Pick ups for local deliveries or small package shipments, i.e., UPS and Parcel Post should be dealt with in the same manner as all other outbound shipments. In order to expedite removal of materials, Heritage reserves the right to change designated carriers, if such carriers fail to pickup or refuse to accept shipments. Where no disposition is made, materials will be returned to the warehouse awaiting shipping instructions.

### H. RETURNED SHIPMENTS TO HERITAGE WAREHOUSE

Where no disposition has been made for outbound shipments or later scheduled pickups are necessary; Heritage will return exhibit materials to the warehouse and load on outbound carriers at the rate of \$30.00 per 100 lbs. or fraction thereof for each shipment returned. Minimum charge: \$300.00.

### I. LIMITS OF LIABILITY AND RESPONSIBILITY

1. Heritage Trade Show Services shall not be responsible for loss, theft, or disappearance of exhibitor's materials after same has been delivered to exhibitor's booth and shall not be responsible for damage to uncrated materials, materials improperly packed, or concealed damage.
2. Heritage Trade Show Services shall not be responsible for loss, theft, or disappearance of materials before they are picked up from exhibitor's booth for reloading after the Show. Bills-of-lading covering outgoing shipments, which are furnished by Heritage Trade Show Services to exhibitors, will be checked at time of actual pickup from the booth and corrections made where discrepancies occur.
3. Heritage Trade Show Services liability shall be limited to the physical loss of or damage to the specific article which is lost or damaged, and in any event Heritage Trade Show Services' maximum liability shall be limited to \$.30 per pound per article with a maximum liability of \$50.00 per item, or \$1,000.00 per shipment, whichever is less.
4. Heritage Trade Show Services shall not be liable to any extent whatsoever for any actual, potential, or assumed loss of profits or revenues, or for any collateral costs, which may result from any loss or damage to an exhibitor's materials which may make it impossible or impractical to exhibit same.

---

#### AUTHORITY TO HANDLE

All terms and conditions herein stated are understood and accepted.

NAME OF CONVENTION ASGCT 2018 BOOTH # \_\_\_\_\_

EXHIBITING COMPANY \_\_\_\_\_ PHONE # \_\_\_\_\_ FAX # \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

EMAIL ORDER CONFIRMATION & INVOICE TO \_\_\_\_\_

CONTACT NAME \_\_\_\_\_ DATE \_\_\_\_\_

(Print & Sign)

**Please Return This Form Promptly To Heritage Trade Show Services-Retain One Copy For Your File.**



**Remit To:**



620 Shenandoah Avenue | St. Louis, MO 63104  
Phone 314-534-8500 | Fax 314-534-8050  
Exhibitor.Services@heritagesvs.com

**PRIORITY RETURN/  
ACCESSIBLE STORAGE FORM**

**All orders must have a credit card authorization form on file.**

**Priority Empty Container Return**

This service provides for the priority return of your empties to your booth after the close of the show. This service must be ordered prior to the removal of your empties. If you would like this service, please fill out the information below and return to Heritage Trade Show Services, Inc..

Priority Empty Container Return.....\$100.00 per container  
Estimated Number of Pieces.....

**PLEASE NOTE THAT THIS SERVICE CANNOT BE ORDERED AFTER THE PIECES HAVE BEEN  
TAKEN TO STORAGE**

**ACCESSIBLE STORAGE**

A storage area will be available for exhibitor's samples and literature in the facility. Depending on space available in the facility, these items may be stored on trailers in the loading dock area. Heritage employees will be available to access storage items during show hours, one hour prior to show opening, and one half hour after show closing each day. All materiel in storage on the last day of the show will be returned to their designated booth space at the close of the show. Due to fire regulations and for security purposes, **NO LARGE DELIVERIES CAN BE MADE DURING SHOW HOURS.** Show management reserves the right to stop deliveries at any time during the show hours, so please schedule deliveries prior to show opening. Storage space may be limited. Orders **MUST** be received by the deadline date to guarantee storage space. The charge for storage space is as follows:

**Accessible Storage Rate:** \$100.00 base charge, plus labor charges per delivery (one hour minimum)

**Labor Rates:**

Straight Time: (one hour minimum per man).....\$157.15  
8:00 a.m. - 4:30 p.m. Monday - Friday  
Over Time: (one hour minimum per man).....\$235.73

**YES, I wish to reserve space for accessible storage, I plan on storing \_\_\_\_\_ pallets/boxes/crates/cases**  
(# of pieces) (circle one)

**Deliveries**

To have items placed in or removed from accessible storage, please notify the Heritage Service Desk.

ALL GOODS STORED WITH HERITAGE ARE STORED AT YOUR OWN RISK. We shall not be liable for any injury, damage, loss, theft, or destruction, including, but not limited to damage from atmospheric conditions or rust, negligence (whether caused by ourselves or by servants, agents, employees or others), failures to act breach of contract, breach of warranty, water condensation, fire, floods, acts of God or any act beyond our sole control. We are not liable for any direct, consequential, or incidental damages nor for loss of profit or loss due to failures to obtain or turnover goods at any particular time or place whatsoever, however such loss may be incurred. We are not liable for or chargeable with any loss of sales, income, resale, commissions, or brokerage, nor for any freight or demurrage.

NAME OF CONVENTION **ASGCT 2018** BOOTH # \_\_\_\_\_

EXHIBITING COMPANY \_\_\_\_\_ PHONE # \_\_\_\_\_ FAX # \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

EMAIL ORDER CONFIRMATION & INVOICE TO \_\_\_\_\_

CONTACT NAME \_\_\_\_\_ DATE \_\_\_\_\_



# HERITAGE

Trade Show Services

**DO NOT DELAY!**

**ADVANCE SHIPMENT  
TO WAREHOUSE**

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

EXHIBITOR NAME

BOOTH NUMBER: \_\_\_\_\_

HERITAGE TRADE SHOW SERVICES  
UPS FREIGHT C/O J & J MOTOR FREIGHT  
2338 S. INDIANA AVE.  
CHICAGO, IL 60616

FOR: ASGCT 2018

# HERITAGE

Trade Show Services

**DO NOT DELAY!**

**ADVANCE SHIPMENT  
TO WAREHOUSE**

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

EXHIBITOR NAME

BOOTH NUMBER: \_\_\_\_\_

HERITAGE TRADE SHOW SERVICES  
UPS FREIGHT C/O J & J MOTOR FREIGHT  
2338 S. INDIANA AVE.  
CHICAGO, IL 60616

FOR: ASGCT 2018

# HERITAGE

Trade Show Services

**DO NOT DELAY!**

**ADVANCE SHIPMENT  
TO WAREHOUSE**

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

EXHIBITOR NAME

BOOTH NUMBER: \_\_\_\_\_

HERITAGE TRADE SHOW SERVICES  
UPS FREIGHT C/O J & J MOTOR FREIGHT  
2338 S. INDIANA AVE.  
CHICAGO, IL 60616

FOR: ASGCT 2018

# HERITAGE

Trade Show Services

**DO NOT DELAY**

**ADVANCE SHIPMENT  
TO WAREHOUSE**

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

EXHIBITOR NAME

BOOTH NUMBER: \_\_\_\_\_

HERITAGE TRADE SHOW SERVICES  
UPS FREIGHT C/O J & J MOTOR FREIGHT  
2338 S. INDIANA AVE.  
CHICAGO, IL 60616

FOR: ASGCT 2018



## **IMPORTANT NOTICE REGARDING DIRECT SHIPMENTS**

Please be aware that the Hilton Chicago does NOT receive exhibitor freight, literature or supplies through the venue package room. The package room is too small to handle Exhibit Materials and the venue's everyday receiving. All exhibit materials, being shipped directly to show site must be addressed as listed below to insure unloading and delivery to your booth area.

NOTE: Direct shipments will only be received beginning at 8:00 a.m., Wednesday, May 16<sup>th</sup>, 2018. Any materials sent to the venue prior to this date may be returned to sender and/or may be turned over to Heritage Trade Show Services and will be billed according to the Show's Shipping & Receiving Rates, and will be subject to venue assessed fees.

<p><b>EXHIBITOR COMPANY NAME</b> _____</p> <p><b>BOOTH NUMBER</b> _____</p> <p><b>C/O HERITAGE TRADE SHOW SERVICES HILTON CHICAGO 720 SOUTH MICHIGAN AVE. CHICAGO, IL 60605</b></p> <p><b>FOR: ASGCT 2018</b></p>
---

All shipments should be accompanied with a Bill of Lading or Packing List indicating the total weight of shipment and piece count.

See the enclosed Shipping Information/Material Handling Order Form for detailed service descriptions, rates and limits of liability.

**WE APPRECIATE YOUR COOPERATION.  
HERITAGE TRADE SHOW SERVICES**

# HERITAGE

Trade Show Services

**DO NOT DELAY**

**DIRECT SHIPMENT TO  
SHOW SITE**

**MUST NOT ARRIVE BEFORE  
WEDNESDAY, MAY 16<sup>TH</sup>, 2018**

TO: \_\_\_\_\_  
EXHIBITOR NAME

BOOTH NUMBER: \_\_\_\_\_

C/O HERITAGE TRADE SHOW SERVICES  
HILTON CHICAGO  
720 SOUTH MICHIGAN AVE.  
CHICAGO, IL 60605

FOR: ASGCT 2018

# HERITAGE

Trade Show Services

**DO NOT DELAY**

**DIRECT SHIPMENT TO  
SHOW SITE**

**MUST NOT ARRIVE BEFORE  
WEDNESDAY, MAY 16<sup>TH</sup>, 2018**

TO: \_\_\_\_\_  
EXHIBITOR NAME

BOOTH NUMBER: \_\_\_\_\_

C/O HERITAGE TRADE SHOW SERVICES  
HILTON CHICAGO  
720 SOUTH MICHIGAN AVE.  
CHICAGO, IL 60605

FOR: ASGCT 2018

# HERITAGE

Trade Show Services

**DO NOT DELAY**

**DIRECT SHIPMENT TO  
SHOW SITE**

**MUST NOT ARRIVE BEFORE  
WEDNESDAY, MAY 16<sup>TH</sup>, 2018**

TO: \_\_\_\_\_  
EXHIBITOR NAME

BOOTH NUMBER: \_\_\_\_\_

C/O HERITAGE TRADE SHOW SERVICES  
HILTON CHICAGO  
720 SOUTH MICHIGAN AVE.  
CHICAGO, IL 60605

FOR: ASGCT 2018

# HERITAGE

Trade Show Services

**DO NOT DELAY**

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TO: \_\_\_\_\_  
EXHIBITOR NAME

BOOTH NUMBER: \_\_\_\_\_

C/O HERITAGE TRADE SHOW SERVICES  
HILTON CHICAGO  
720 SOUTH MICHIGAN AVE.  
CHICAGO, IL 60605

FOR: ASGCT 2018



## NEED A RELIABLE CARRIER TO TRANSPORT YOUR FREIGHT?

Email, fax, or call in the information needed below to have your freight shipped to the advance warehouse, and invoiced along with any other orders placed with the show decorator, Heritage Trade Show Services.

**NOTE: If the inbound or outbound shipment requires air or expedited service, please inform HES Logistics as soon as possible. HES Logistics can accommodate any type of shipping need, but specializes in LTL ground freight totaling 100 lbs or greater.**

Show Name \_\_\_\_\_

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

Booth Number (if known) \_\_\_\_\_

### **Pickup Information**

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

Address \_\_\_\_\_

Suite \_\_\_\_\_

City, ST Zip \_\_\_\_\_

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

Contact Number \_\_\_\_\_

(for the driver to call, if needed)

Pickup Hours \_\_\_\_\_

Pickup Date \_\_\_\_\_

(call HES Logistics to discuss, if needed)

### **Description of Pieces & Loading Area**

(quantity / type / approx. lbs & dims L"xW"xH") Example: 2 Cases 150 lbs each 54"x36"x12" / 1 crate 600 lbs 96"x48"x40"

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

Is there a loading dock at the pickup address? \_\_\_\_\_ If not, please describe pickup area and / or additional instructions for the driver: \_\_\_\_\_

(ex. Lift Gate Truck Required / Residential / Inside pickup / Notify / White Glove Service)

**For return (outbound) shipping, all exhibitors must visit the Exhibitor Services Desk at the show site to arrange handling, unless you are hand carrying all of your items out of the show.**

**Phone: 1-866-493-1675 Fax: 1-314-534-8050 Email: [exhibitfreight@heslogistics.com](mailto:exhibitfreight@heslogistics.com)**

**USE THE SHOW CARRIER  
(HES Logistics)  
FOR ROUNDTRIP SHIPPING!**

BENEFITS INCLUDED

- *Lowest Material Handling Rate Offered by Heritage*
- *Complimentary Priority Empty Container Return*
- *Complimentary Shrink Wrapping and / or Banding at the Show Site, if requested*
- *No need to schedule a pickup for the return shipment*

## **IMPORTANT INFORMATION REGARDING OUTBOUND SHIPMENTS**

To ensure that your outbound shipment is handled according to your instructions, please be advised of the following:

- **CONTACT YOUR CARRIER TO SCHEDULE PICK UP OF YOUR SHIPMENT.** You must call your carrier, unless you are using the show recommended carrier. Carriers, including FED EX and UPS, will not pick up your shipment unless you have made arrangements with them. In the event your selected carrier fails to show on final move-out day, your shipment will be rerouted to Heritage's show carrier.
- **PACK AND LABEL YOUR MATERIALS.** Banding, shrink wrap and shipping labels are available at the Heritage Service Desk.
- **COMPLETE AND TURN IN A HERITAGE BILL OF LADING FOR EACH OUTBOUND SHIPMENT.** Bill of lading may be obtained from the Heritage Service Desk. Complete a bill of lading for each shipment/destination. Turn in all completed bill of lading to the Heritage Service Desk once your shipments are ready to be loaded out.
- For your convenience, show recommended carriers are available to handle outbound transportation.

**Thank you and we hope you have a great show!**



## ***Chicago Area Union Jurisdictions***

All exhibit and display work in the Chicago area must be done by union personnel.

There are six major unions that have jurisdiction over tradeshow. The following guidelines will help you in preparing your exhibit to conform to union jurisdictions. Adherence to these jurisdictions can save you a substantial amount of money.

### ***Local 714 TEAMSTER UNION 312 791 6244***

Teamsters handle all freight inside the Exhibit Hall. They unload all trucks or vehicles, deliver the material to your booth and remove and reload material at the close of the show. The only exceptions to this are machinery, which is handled by the Riggers and Machinery Movers Union, and small items which can be easily carried by one man, in one trip, without the aid of flat trucks, dollies, etc.

Exhibitors may carry in small packages including pop-up booths provided they could be carried by hand.

### ***Local 1 CARPENTERS UNION 708/ 233 4610***

Carpenters handle the erection and dismantling of all display and exhibit booths. This includes all display work with the exception of machinery, signs or lighted headers, unless the sign or header is a permanent attached part of the display. Carpenters also re-crate machines for outbound loading.

Exhibitors may set up and dismantle pop-up displays in booths of 10' x 10' or less. A pop-up display shall be defined as a display system of ten feet or less, that can be set up by one person in a ½ hour or less, without the use of tools. Pop-up displays larger than 10 feet will require union labor.

## ***Chicago Area Union Jurisdictions***

### ***Local 17 DECORATORS UNION Tony jr 773/ 523-0071***

Decorators handle installation of signs, drapery background, table skirting, and other items of a decorative nature that must be done after a display background is erected, such as photos, and framed and unframed pictures.

Exhibitors may hang their own corporate logos, small pictures and graphics when such items are designed to be attached by pre-set Velcro strips, permanently mounted hooks or snaps.

Exhibitors may skirt table(s) provided they do it with their own custom fit skirts, without the use of staples, snaps or Velcro.

Exhibitors may blow up balloons provided they are not used in the display.

### ***Local 314 ELECTRICAL UNION***

Electricians handle all electrical work, which includes supplying power lines to booths, connecting equipment to the proper outlets, and installing any signs or headers that are lighted, unless they are permanently attached to the exhibit backwall.

### ***GENERAL PROVISIONS***

In each case where these rules indicate that an “exhibitor may” do some type of labor themselves, this is interpreted to mean a full-time employee of the exhibiting company (full time throughout the year, verifiable documentation must be provided upon request).

Reasonable judgement must be used in determining when a task is so large or so time consuming as to require professional union labor.

### ***WHAT CAN I DO?***

Contrary to popular belief, exhibitors are allowed to do a few jobs in the comfort and privacy of their booths. Exhibitors are allowed to unpack and repack their own product. This does not include large displays shipped in pieces. However, if you are displaying some type of merchandise that comes in boxes, you can unpack and set it out for display providing no tools are required to open boxes. Exhibitors are allowed to do the technical work on their machines. For example: fine line balancing, programming, additional electrical work (in most cases) and cleaning of the machines.

Remit To:



620 Shenandoah Avenue | St. Louis, MO 63104
Phone 314-534-8500 | Fax 314-534-8050
Exhibitor.Services@heritagesvs.com

EXHIBITOR APPOINTED CONTRACTOR
THIRD PARTY AUTHORIZATION

EXHIBITOR APPOINTED CONTRACTOR

If your company plans to use a firm who is not the official service contractor as designated by Show Management, please complete this form and return to the address above.

NOTE: If you require material handling, sign hanging or exhibit labor, Heritage requires a completed credit card authorization form on file in order to provide these services.

EXHIBITOR APPOINTED CONTRACTOR

\_\_\_\_\_

ADDRESS

\_\_\_\_\_

\_\_\_\_\_

CONTACT PERSON \_\_\_\_\_

PHONE \_\_\_\_\_

Non-official contractors must use labor supplied by Heritage unless the following requirements are fulfilled:

- Exhibitors must return this completed form to Heritage at least thirty (30) days prior to the show.
Non-official contractors must submit proof of adequate insurance, in the form of an original policy rider, listing Heritage as an additional insured, furnished by their broker to Heritage's office no later than thirty (30) days in advance of actual installation dates. This must include a copy of your Worker's Compensation insurance.
All personnel must be properly badged for the show.
Labor must conform to local labor jurisdiction as outlined under the appropriate section of this service manual.

Non-official installation and dismantle contractors may provide supervision. Non-official contractors are allowed on the exhibit floor only during official installation and dismantle hours, providing the information above it supplied.

It is the responsibility of the exhibitor to assure that each representative of an Exhibitor Appointed Contractor abides by the official rules and regulations of this event.

THIRD PARTY AUTHORIZATION

FOR USE OF AN EXHIBITOR APPOINTED CONTRACTOR: We understand and agree that we, the exhibiting firm, are ultimately responsible for payment of charges. 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 to the exhibiting company. The items checked below are to be invoiced to the third party:

- ALL SERVICES
BOOTH CLEANING
I & D LABOR
MATERIAL HANDLING/IN & OUT
RENTAL FURNITURE & CARPET
SIGNS
OTHER (Please specify)

THIRD PARTY AGENT:

CREDIT CARD ACCOUNT NO. \_\_\_\_\_

EXPIRATION DATE \_\_\_/\_\_\_/\_\_\_ VERIFICATION CODE \_\_\_/\_\_\_/\_\_\_

PERSONAL CREDIT CARD COMPANY CREDIT CARD

CARDHOLDER'S NAME \_\_\_\_\_

AUTHORIZED SIGNATURE \_\_\_\_\_

PRINT NAME \_\_\_\_\_

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

ADDRESS \_\_\_\_\_

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

PHONE \_\_\_\_\_ FAX \_\_\_\_\_

We have read, understand and agree to all terms as described above and have advised our show site representative accordingly.

Exhibitor Signature: \_\_\_\_\_ Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

(Please Print) NAME OF CONVENTION ASGCT 2018 BOOTH # \_\_\_\_\_

EXHIBITING COMPANY \_\_\_\_\_ PHONE # \_\_\_\_\_ FAX # \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

EMAIL ORDER CONFIRMATION & INVOICE TO \_\_\_\_\_

CONTACT NAME \_\_\_\_\_ DATE \_\_\_\_\_

(Print & Sign)

Remit To:



620 Shenandoah Avenue | St. Louis, MO 63104
Phone 314-534-8500 | Fax 314-534-8050
Exhibitor.Services@heritagesvs.com

EXHIBIT LABOR ORDER FORM
DISPLAY LABOR FOR INSTALLATION & DISMANTLE OF EXHIBITS

The enclosed credit card authorization form must be completed and returned when ordering Exhibit Labor. For your convenience, MasterCard, American Express, Visa and Discover will be accepted.

RATES:

STRAIGHT TIME (One hour minimum per man).....\$157.15 PER HOUR
8:00 A.M. to 4:30 P.M. Monday through Friday
OVERTIME (One hour minimum per man) .....\$253.73 PER HOUR
After 4:30 P.M. to 8:00 A.M. Monday – Friday and all hours on Saturday and Sunday

Starting time can be guaranteed only in those instances where men are requested for the start of the working day, which is 8:00 a.m. The minimum charge for one hour per man will apply and time will commence in accordance with exhibitor's request. Failure to call for labor at requested time will result in a one hour charge per man requested unless 48 hour advance notice is provided. Individual workmen's interpretations of plans diagrams, photos, and their speed of installation and dismantling cannot be guaranteed to conform to your estimate or past experience.

INSTALLATION

ERECT EXHIBIT UNDER HERITAGE SUPERVISION

Heritage will supervise the installation of your exhibit, however, specific instruction, blueprints, etc., should be provided to facilitate an economical, correct installation. A supervision charge of 30%, minimum charge \$45.00, will be added to your labor invoice. The next page must also be filled out if your exhibit will be assembled by Heritage.

No of men \_\_\_ Estimated hours each man \_\_\_ Total hrs \_\_\_ X rate ST/OT \_\_\_ + 30% \_\_\_ = \_\_\_
Please complete the reverse side of this form

FURNISH LABOR TO ERECT EXHIBIT UNDER EXHIBITOR'S SUPERVISION

Have \_\_\_ (No.) of men available as close as possible to \_\_\_ (A.M.-P.M.) on \_\_\_ (Day) \_\_\_ (Date) to erect exhibit under exhibitor's supervision. Exhibitor must check in at service desk to obtain labor.

No. of men \_\_\_ Estimated hrs each man \_\_\_ Total hrs \_\_\_ X rate ST/OT \_\_\_ = \_\_\_

DISMANTLE

DISMANTLE EXHIBIT UNDER HERITAGE SUPERVISION

Heritage will supervise the dismantling of your exhibit, when crates are returned. Make sure complete outbound shipping

information has been given to the freight service desk. A supervision charge of 30%, minimum charge \$45.00, will be added to your labor invoice. The next page must also be filled out if your exhibit will be disassembled by Heritage.

No of men \_\_\_ Estimated hours each man \_\_\_ Total hrs \_\_\_ X rate ST/OT \_\_\_ + 30% \_\_\_ = \_\_\_
Please complete the reverse side of this form

FURNISH LABOR TO DISMANTLE EXHIBIT UNDER EXHIBITOR'S SUPERVISION

Have \_\_\_ (No.) of men available as close as possible to \_\_\_ (A.M.-P.M.) on \_\_\_ (Day) \_\_\_ (Date) to dismantle exhibit under exhibitor's supervision. Exhibitor must check in at service desk to obtain labor.

No. of men \_\_\_ Estimated hrs each man \_\_\_ Total hrs \_\_\_ X rate ST/OT \_\_\_ = \_\_\_

ESTIMATED TOTAL \_\_\_\_\_

NAME OF CONVENTION ASGCT 2018 BOOTH # \_\_\_\_\_

EXHIBITING COMPANY \_\_\_\_\_ PHONE # \_\_\_\_\_ FAX # \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

EMAIL ORDER CONFIRMATION & INVOICE TO \_\_\_\_\_

CONTACT NAME \_\_\_\_\_ DATE \_\_\_\_\_

(Print & Sign)

(CONTINUED ON NEXT PAGE)

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

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

**INBOUND SHIPPING INFORMATION**

Carrier \_\_\_\_\_ Carrier Phone Number \_\_\_\_\_  
Shipped to: Warehouse \_\_\_\_\_ Show Site \_\_\_\_\_ From: City/State \_\_\_\_\_ Date \_\_\_\_\_  
Total No. of: Crates \_\_\_\_\_ Cartons \_\_\_\_\_ Fiber Cases \_\_\_\_\_ Other (Specify) \_\_\_\_\_

**SET-UP INFORMATION**

Set up Plan/Photo: Attached \_\_\_\_\_ To Be Sent With Exhibit \_\_\_\_\_ In Crate No. \_\_\_\_\_  
Carpet: With Exhibit \_\_\_\_\_ Rented From Heritage \_\_\_\_\_ 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: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Method:  Common Carrier  Air Freight  Van Line  Other (Specify)  
Carrier:(If Known) \_\_\_\_\_  
Freight Charges:  Prepaid  Bill To: \_\_\_\_\_  
 Collect \_\_\_\_\_

**Please note:** Heritage will not be responsible for product or literature that is not properly packed and labeled by exhibitor personnel, nor for concealed damage which may occur during shipping.

**SPECIAL INSTRUCTIONS/COMMENTS:**

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

**PLEASE PROVIDE AN EMERGENCY CONTACT:**

Name \_\_\_\_\_ Phone \_\_\_\_\_  
No. \_\_\_\_\_



Remit To:



620 Shenandoah Avenue | St. Louis, MO 63104
Phone 314-534-8500 | Fax 314-534-8050
Exhibitor.Services@heritagesvs.com

BOOTH CLEANING SERVICE ORDER FORM

Discount prices only apply to orders received with full payment by the discount deadline date listed on the general information page. All charges for equipment and/or services are payable in advance or when placing order at show site. Orders will not be processed without payment. For your convenience, MasterCard, American Express, Visa and Discover will be accepted.

INDIVIDUAL CLEANING FOR YOUR BOOTH MAY BE ORDERED BY CHECKING BELOW THE SERVICES DESIRED. CHARGES BASED UPON GROSS EXHIBIT BOOTH AREA. (100 SQ. FT. MINIMUM)

CARPET CLEANING

RATES

[ ] Vacuuming before initial opening of Exhibit and daily thereafter, including emptying of waste baskets nightly 45¢ per sq. ft. per day

[ ] Vacuuming ONCE before initial opening of Exhibit 45¢ per sq. ft.

TOTAL SQ FT X RATE PER SQ FT = DAILY COST X NO. OF DAYS = TOTAL \$

EXHIBIT CLEANING

[ ] Cleaning and dusting of display background and furnishings before initial opening of Exhibit and DAILY thereafter 55¢ per sq. ft. per day

[ ] Cleaning and dusting of display background and furnishings ONCE before initial opening of exhibits 55¢ per sq. ft.

TOTAL SQ FT X RATE PER SQ FT = DAILY COST X NO. OF DAYS = TOTAL \$

PORTER SERVICE

[ ] Includes emptying of wastebaskets and policing of your exhibit at \$50.65 per hour two-hour intervals during show hours (4 hour minimum per day)

TOTAL HOURS X RATE PER HOUR \$ = DAILY COST X NO. OF DAYS = TOTAL \$

REQUESTED TIME(S) FOR PORTER SERVICE:

Special Instructions :

TOTAL ORDER AMOUNT \$

NAME OF CONVENTION ASGCT 2018 BOOTH #

EXHIBITING COMPANY PHONE # FAX #

ADDRESS CITY STATE ZIP

EMAIL ORDER CONFIRMATION & INVOICE TO

CONTACT NAME DATE

(Print & Sign)

Please Return This Form Promptly To The Address Above-Retain One Copy For Your File

**Remit To:**



620 Shenandoah Avenue | St. Louis, MO 63104  
 Phone 314-534-8500 | Fax 314-534-8050  
 Exhibitor.Services@heritagesvs.com

**SIGN SERVICE ORDER FORM**

**Discount prices only apply to orders received with full payment by the discount deadline date listed on the general information page. All charges for equipment and/or services are payable in advance or when placing order at show site. Orders will not be processed without payment. For your convenience, MasterCard, American Express, Visa and Discover will be accepted.**

**STANDARD SIZE SIGNS**

QTY	DISCOUNT PRICE	STANDARD PRICE	TOTAL
7"X11" ____@	41.25	53.65 = \$ ____	
7"X44" ____@	48.75	63.40 = \$ ____	
11"X14" ____@	48.75	63.40 = \$ ____	
14"X22" ____@	56.25	73.15 = \$ ____	
14"X44" ____@	66.75	86.80 = \$ ____	
22"X28" ____@	66.75	86.80 = \$ ____	
28"X44" ____@	90.00	117.00 = \$ ____	
40"X60" ____@	139.50	181.35 = \$ ____	
Easel			
Back ____@	7.50	9.75 = \$ ____	
Sentra ____X____@	16.50 sq.ft.	24.75 sq.ft = \$ ____	

**DIGITAL GRAPHICS**

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

\_\_\_\_\_ L X \_\_\_\_\_ W = sq. ft.  
 sq. ft. \_\_\_\_\_ x \$12.75 = \$ \_\_\_\_\_

- **\$12.75 per sq. ft. (standard price \$16.55)**
- **Minimum order 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**

Any art designs are inclusive of the above prices. Please send any **high quality files** sized appropriately or able to be proportionately enlarged with the **fonts embedded or outlined**. If text is to be edited by Heritage then please send the font files as well. Preferred files are high resolution PDF's.

**INDICATE YOUR SIGN COPY HERE**

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

Vertical  Horizontal  Easel Back   
 Color of Background \_\_\_\_\_  
 Color of Lettering \_\_\_\_\_

**Note: File conversion, retouching, cloning or color correcting may incur additional labor charges.**

**SETUP/COMPUTER LABOR**

**Straight Time - \$88.00    Overtime - \$156.00**  
**Double Time - \$176.00**

**10.25% TAX \_\_\_\_\_**  
**TOTAL \_\_\_\_\_**

(PLEASE PRINT)

NAME OF CONVENTION ASGCT 2018 BOOTH # \_\_\_\_\_

EXHIBITING COMPANY \_\_\_\_\_ PHONE # \_\_\_\_\_ FAX # \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

EMAIL ORDER CONFIRMATION & INVOICE TO \_\_\_\_\_

CONTACT NAME \_\_\_\_\_ DATE \_\_\_\_\_

(Print & Sign)

**Please Fax, Mail or Email This Form Promptly To Heritage Using The Information At The Top Of The Page - Retain One Copy for Your Files**



## **Electrical, Audio Visual/ Phone and Internet Online Ordering System Provided by Hilton Chicago**

The Hilton Chicago is now working with **Boomer Commerce**, which is an online ordering system. The Hilton Chicago no longer accepts paper order forms, so please use this system to place all orders.

The Boomer Commerce online system simplifies the way exhibitors order hotel services, so please follow steps below and place your order. **Ordering will open for the American Society of Gene & Cell Therapy Expo on Monday, April 2, 2018**

- Click on the link below or copy URL and paste into browser to register your company. If you have used Boomer Commerce for other shows please use your company's current log-in information.

**<https://hiltonchicago.boomerecommerce.com/>**

- Once you have logged in or created a username/passcode select meeting:
- Place your order online for all electrical, audio visual/Internet services.
- Provide credit card information for payment and submit order.

### **Questions:**

Jacqueline Washington-Gavin, Hilton Sr. Events and Tradeshow Manager

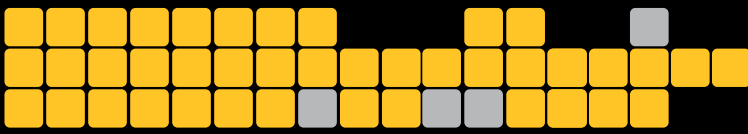
Phone: 1-312-663-6529

Email: [jacqueline.washington@hilton.com](mailto:jacqueline.washington@hilton.com)

For assistance with audio visual and internet services please contact PSAV

Phone: 312 663 6524

Email [sanderson@PSAV.COM](mailto:sanderson@PSAV.COM) or [jmeinke@PSAV.COM](mailto:jmeinke@PSAV.COM)



# 2017 AUDIOVISUAL EXHIBITOR SERVICES

Valid Only for Events between Jan 1 and Dec 31, 2017

NAME OF CONFERENCE:	START DATE:	END DATE:	# EVENT DAYS:
COMPANY NAME:	ON-SITE CONTACT NAME:	ROOM/EXHIBIT BOOTH #:	
STREET ADDRESS:	CITY & STATE :	ZIP CODE:	
TELEPHONE NUMBER:	DELIVERY DATE	DELIVERY TIME	
EMAIL ADDRESS:	PICKUP DATE	PICKUP TIME	
ORDERED BY:			

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

➤ If you have a special request or need additional equipment, please call 312.786.6285. Email completed form to [sanderson@psav.com](mailto:sanderson@psav.com)

**PRICES ARE FOR EXHIBIT FLOOR ONLY. ALL RENTAL PRICES SUBJECT TO 50% MARKUP IF ORDERED DAY OF.**

VIDEO/DATA DISPLAY	QTY	PRICE
Laptop Computer (Windows)		\$305
Apple MacBook Pro		\$305
iPad		\$170
iPad on Stand		\$320
DVD Player		\$120
BluRay Player		\$175
AppleTV		\$65
Laptop Speakers		\$100
Black & White Laser Printer*		\$250
Color Laser Printer*		\$300

\*USB Connection, Additional charge for networked setup. Page qty limits may apply.

COMMUNICATIONS	QTY	PRICE
WiFi Internet Connection (Up To 3 Mb/s)		\$200
Wired Internet Connection (Up To 3 Mb/s)		\$720
<b>Please Call PSAV for Dedicated Bandwidth or other Special Requests</b>		
DID Analog Phone Line		\$225
Speaker Phone w/DID Line		\$475
House Phone (Internal calls only)		\$95

**Local and Long Distance calls are billed separately**

MONITORS	QTY	PRICE
19" LCD Monitor (Table-Top)		\$185
32" LCD Monitor (Table-Top)		\$490
46" LCD Monitor (Floor-Stand)		\$780
55" LCD Monitor (Floor-Stand)		\$945
80" LCD Monitor (Floor-Stand)		\$1490
27" Touch-Screen Monitor (Table-Top)		\$600
40" Touch-Screen Monitor (Floor-Stand)		\$950
MiniDisplay Port adapter (to HDMI)		\$50

Please Enter Qty.      VGA      HDMI      DVI  
Cables Required:

TOTALS	
Daily Order Total	
# of Event Days	X
<b>SubTotal</b>	
Set/Strike Labor (1 Hour Required)	\$99
Event Technology Support (24%)	
9% Chicago Transaction Tax <small>(applicable on ALL rentals and Event Technology Support in the City of Chicago)</small>	
<b>ESTIMATED TOTAL</b>	

## ORDERING INSTRUCTIONS

To guarantee equipment availability and price, this order should reach us 14 days prior to delivery.

Operator labor, if required, is subject to the prevailing hourly rate with an 8 hour minimum. An electronic receipt will be emailed to you.

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

**TAX EXEMPT STATUS** – If you are exempt from payment of sales tax, we require you to forward an *Illinois State* exemption certificate with your order.

### CANCELLATIONS:

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

ALL ORDERS are subject to Labor, 24% Event Technology Support and Applicable Taxes.

### TO PLACE YOUR ORDER:

1. Click Button Below, or save and email completed forms to: [sanderson@psav.com](mailto:sanderson@psav.com)
2. PSAV will confirm pricing and availability and will contact you directly for payment information.

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





**WE'RE PROUD TO SERVE AS YOUR OFFICIAL LEAD RETRIEVAL PROVIDER**

Exhibiting Company:		Booth #:	
Onsite Contact:		Onsite Cell:	
Delivery Date:	Delivery Time Window:	We are unable to schedule deliveries within two hours of showfloor opening.	
Ordered By:	Email Address:	Phone #:	
Credit Card:	Expiration Date:	Security Code:	
Billing Address:	City:	State:	Zip:
Today's Date: <span style="color: red;">(Required Field)</span>	Email Lead Data To:		

*Email confirmation, rental agreement and credit card receipt will be sent by email within (1) business day of submitting this form. If order is not confirmed within this time period, please call (800) 955-5171.*

ORDER NOW & SAVE!
Discount Ends: 4/27/2018
Orders Accepted Until: 5/4/2018

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

Lead Management Packages	Advance Discount Pricing	Standard Show Price	Qty	Total
Best Value		Order By 4/27/2018      4/28/2018 to 5/4/2018		
Handheld Scanner Pack Includes Cellular Scanner, Instant Email, Custom Qualifiers, and Bluetooth Printer	\$495	Not Available		\$0
Mobile App Bundle Includes iPad, 1 Mobile App License/Activation, iPad Hand Strap, Instant Email, and Custom Qualifiers	\$370	\$410		\$0

Mobile Lead App Solutions	Advance Discount Pricing	Standard Show Price	Qty	Total
Use Your Own Device		Order By 4/27/2018      4/28/2018 to 5/4/2018		
Mobile App (1st License/Activation) Runs on iOS 9 or later, Android 4.4s or later with rear-facing auto-focus camera of 5MP or better, iPhone 4s or later, iPad Minis, iPad 3s or later, and iPods with rear-facing cameras.	\$250	\$295		\$0
Mobile App (Additional Licenses) 1st activation is required.	\$150	\$150		\$0

Additional Handheld Options & Services	Advance Discount Pricing	Standard Show Price	Qty	Total
A La Carte		Order By 4/27/2018      4/28/2018 to 5/4/2018		
Handheld Scanner Bluetooth, Battery-operated Cellular Scanner	\$349	\$395		\$0
Handheld Scanner & Bluetooth Printer Includes Cellular Scanner, Bluetooth Printer and 2 Rolls of Paper	\$399	\$470		\$0
Handheld Scanner & Instant Email Includes Cellular Scanner and Instant Email	\$444	Not Available		\$0
Handheld Scanner & Custom Qualifiers Includes Cellular Scanner and Custom Qualifiers	\$444	Not Available		\$0
In-Booth Delivery & Training A booth representative must be present at the date/time of delivery. Forfeited deliveries will not be refunded and must be picked up from the onsite service desk.	\$95	\$100		\$0

Developer's Kit	
Developer's Kit Badge information is available 7 days prior to show.	Call For Pricing

Equipment Subtotal	\$0.00
Damage & Loss Waiver 10.5%	\$0.00
To decline waiver (on applicable items), type No in the orange box. <input type="checkbox"/>	
Sales Tax of 9.0%	\$0.00

For assistance with your order, and for questions about other technology solutions, please contact **Debra Rogers** at (877) 876-4111, or via email at [drogers@smartsourcerentals.com](mailto:drogers@smartsourcerentals.com)

**Grand Total** \$0.00

Show Name: **ASGCT 21st Annual Meeting**      Show Dates: **May 16-19, 2018**      Show Code: **ASGC0518**

Data is at the Discretion of Show Management. For specific details regarding your rental order, please refer to our [Terms & Conditions](#).



**\*\*\*Exhibitor Information\*\*\***

**Welcome Exhibitors,**

**In compliance with the directives of the Chicago Fire Prevention Bureau, please be aware that equipment, products, materials, or containers of any kind may not; under any circumstances be stored under any tables, behind any drape, or behind any booth displays. You may keep one days supply of your product or materials on display in the open area of your booth space. Any overflow materials may be stored by **Hotel at the exhibitor expense**.**

**These materials will be accessible daily at cost. Please make arrangement with **Hotel**.**

**Any items stored behind a booth display or drape will be subject to removal and placed in an off-site storage facility. These items will be returned to you at the close of the show.**

**If any booth is found not to be in compliance, the City of Chicago Fire Inspector reserves the right to close down that booth. **Those exhibitors not in compliance would still be responsible for any services rendered. Vehicle must have a lock on gas tank, not more than 8th of gas, battery must be un-hooked by the hotel electrician and the keys give to Hilton Security Department.****

**\*All tents must be Fire Retardant and Porous.**

**Thank you for your cooperation.  
Hilton Chicago Management**