

**Dear Exhibitor:**

Your company is exhibiting at the event below.

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



# ANFP 2020 ANNUAL CONFERENCE & EXPO

JUNE 15 – 18, 2020

TROPICANA LAS VEGAS  
LAS VEGAS, NEVADA



## General Information

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### Booth Equipment

Each 10'x10' booth will be set with 8' high black back drape, 3' high black side dividers, one (1) 6' red skirted table, two (2) chairs, one (1) wastebasket 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.

### 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 Wednesday, May 27<sup>th</sup>, 2020.

### Shipments to Advance Warehouse Deadline Date

Heritage will begin receiving freight at the advance warehouse on Monday, May 18<sup>th</sup>, 2020. To avoid late fees all shipments to the advanced warehouse must arrive no later than Monday, June 8<sup>th</sup>, 2020.

**NOTE: Do NOT ship to the advanced warehouse after Wednesday, June 10<sup>th</sup>, 2020.**

## Show Schedule

### Exhibitor Move-In

|         |                       |            |   |           |
|---------|-----------------------|------------|---|-----------|
| Monday  | June 15 <sup>th</sup> | 12:00 p.m. | - | 8:00 p.m. |
| Tuesday | June 16 <sup>th</sup> | 7:00 a.m.  | - | 9:30 a.m. |

### Exhibit Hours

|         |                       |            |   |           |
|---------|-----------------------|------------|---|-----------|
| Tuesday | June 16 <sup>th</sup> | 10:00 a.m. | - | 1:00 p.m. |
|---------|-----------------------|------------|---|-----------|

### Exhibitor Move-Out

|         |                       |           |   |           |
|---------|-----------------------|-----------|---|-----------|
| Tuesday | June 16 <sup>th</sup> | 1:00 p.m. | - | 6:00 p.m. |
|---------|-----------------------|-----------|---|-----------|

- Empty crates and containers will begin being returned at 1:00 p.m., Tuesday, June 16<sup>th</sup>.
- All carriers must check-in no later than 3:30 p.m. on Tuesday, June 16<sup>th</sup>. Heritage will begin redirecting all outbound freight not claimed by appointed freight carriers to the preferred show carrier at 3:30 p.m.
- Please refer to the Outbound Shipments Form included in this packet for detailed information regarding outbound shipping procedures.

(Continued on next page)

## 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 Sunset Transportation  
4050 Corporate Center Ste. 300  
North Las Vegas, NV 89030

FOR: ANFP 2020

Heritage will accept exhibit materials beginning Monday, May 18<sup>th</sup>, 2020 at the above address. Material arriving after Monday, June 8<sup>th</sup>, 2020 will be received at the warehouse with an additional after deadline charge.

**NOTE: Do NOT ship to the advanced warehouse after Wednesday, June 10<sup>th</sup>, 2020.**

Show Site Shipping Address:

Exhibitor Company Name and Booth Number  
C/O Heritage Trade Show Services  
Tropicana Las Vegas  
3801 S. Las Vegas Blvd.  
Las Vegas, NV 89109

FOR: ANFP 2020

Freight will be accepted at show site beginning at 12:00 p.m. on Monday, June 15<sup>th</sup>, 2020. 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 **ANFP 2020** 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.

Table with columns: ITEM #, QTY, DISCOUNT RATES, STANDARD RATES, AMOUNT. Section: FURNITURE. Items include Plastic Side Chair, Padded Sled Base Chair, Padded Chair, Padded Arm Chair, Custom Padded Arm Chair, Padded High Stool, Custom Padded High Stool, Executive Chair.

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

Table with columns: ITEM #, QTY, DISCOUNT RATES, STANDARD RATES, AMOUNT. Items: 6' Long riser, 8' Long riser.

SPECIAL DRAPE BACKGROUNDS

Table with columns: ITEM #, QTY, DISCOUNT RATES, STANDARD RATES, AMOUNT. Items: 3' H. Background/per ft., 8' H. Background/per ft.

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

\*Show colors will be given when color is not selected.

Table with columns: ITEM #, QTY, DISCOUNT RATES, STANDARD RATES, AMOUNT. Section: DRAPED DISPLAY TABLE. Items include 4' Table - 30" high, 6' Table - 30" high, 8' Table - 30" high, 4' Table - 42" Counter high, 6' Table - 42" Counter high, 8' Table - 42" Counter high, 4th side table drape.

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

UNDRAPED DISPLAY TABLE

Table with columns: ITEM #, QTY, DISCOUNT RATES, STANDARD RATES, AMOUNT. Items include 4' Table - 30" high, 6' Table - 30" high, 8' Table - 30" high, 4' Table - 42" Counter high, 6' Table - 42" Counter high, 8' Table - 42" Counter high, 30" Diameter Pedestal Table (Gray), 18" High, 30" High, 42" High.

8.25% Tax

TOTAL ORDER

NAME OF CONVENTION ANFP 2020 BOOTH #

EXHIBITING COMPANY PHONE # FAX #

ADDRESS CITY STATE ZIP

EMAIL ORDER CONFIRMATION & INVOICE TO

CONTACT NAME DATE

(Print & Sign)

# Chairs

## Chairs

### Furniture

F60 Plastic Side Chair, Gray  
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



F30



F9



F10



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:



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

# CARPET RENTAL ORDER FORM

Discount prices on apply to orders with full payment by the discount date listed on the general info 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 the deadline are subject to availability.

### 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'    | \$220.50 | \$286.65   | \$    |
|      | 9' x 20'    | \$432.85 | \$562.75   | \$    |
|      | 9' x 30'    | \$647.30 | \$841.50   | \$    |
|      | 9' x 40'    | \$869.80 | \$1,130.75 | \$    |
|      | 9' x Custom | \$220.50 | \$286.65   | \$    |

**Area carpet is required for all booths larger than 30' or for booths configured as islands or peninsulas.**

**Area Carpet - 100 sq. ft. minimum required**  
 Booth size: \_\_\_\_\_ x \_\_\_\_\_ = \_\_\_\_\_ Sq.Ft.

\*A 8.25% Sales Tax Will Be Added To All Carpet Orders\*

| Sq. Ft. | Product     | Advance | Standard | Total |
|---------|-------------|---------|----------|-------|
|         | Area Carpet | \$3.70  | \$4.85   | \$    |

### 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 8.25% 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       | \$1.80   | \$2.35 | \$ |
| Visqueen Covering/Per Sq. Ft. | <input type="checkbox"/> X <input type="checkbox"/> | =       | X       | \$1.10   | \$1.40 | \$ |

\*A 8.25% Sales Tax Will Be Added To All Carpet Orders\*

Name of Convention **ANFP 2020** 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   |       |   |                |         | D170   | _____ | 6' Quarter View Showcase         | 614.90         | 799.40 |
| MD21  | _____ | Counter 2M x 1/2M x 42" High, W/Shelf                         | 950.70         | 1235.90 | Looking for something else? Please contact us<br>at Exhibitor.Services@HeritageSVS.com for assistance. |       |                                  |                |        |
| <input type="checkbox"/> 2 Counter Locks  |       |   |                |         | <b>8.25% Tax</b> _____   |       |                                  |                |        |
| MD22  | _____ | Curved Counter 1M x 1/2M x 42" High W/Shelf                   | 747.62         | 971.91  | <b>TOTAL ORDER</b> _____   |       |                                  |                |        |
| <input type="checkbox"/> Counter Lock   |       |   |                |         |  |       |                                  |                |        |
| 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 ANFP 2020 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



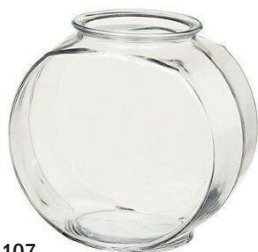
A90



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

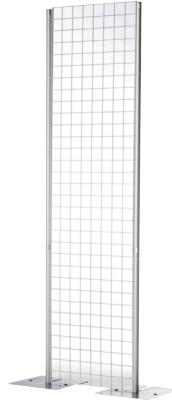
# Display



D10



D50



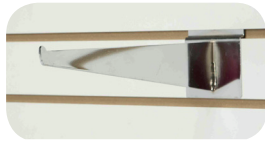
D40



D31



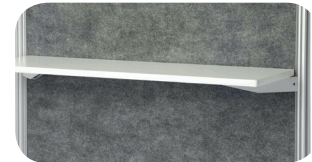
D11  
D12



D121



D60  
D70



D130



D220



D120



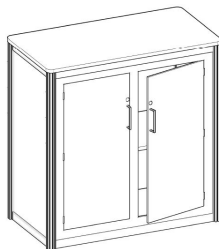
D140  
D150 (Shown)



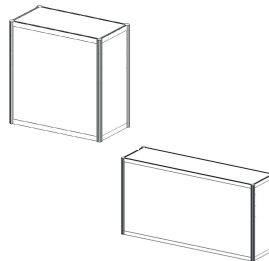
D160  
D170 (Shown)



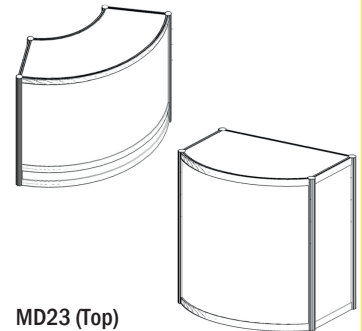
D20  
D30 (Shown)



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 2019

# Product Guide




**FEATURING:**

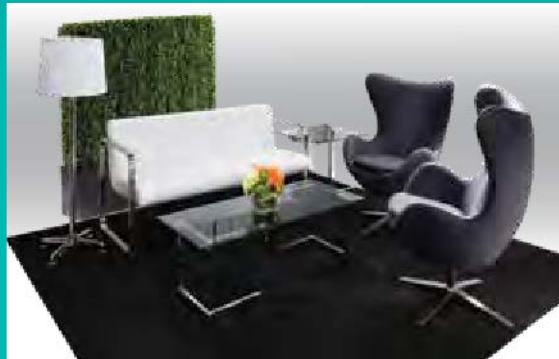
- POWERED Collections
- Modular Seating
- Executive Seating
- Communal Tables
- Barstools



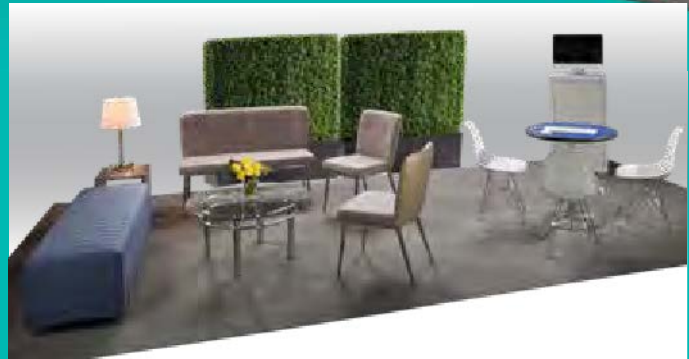
# ROMA

10'x20' Powered Chair & Sofa Booth

 Denotes AC and USB charging outlets



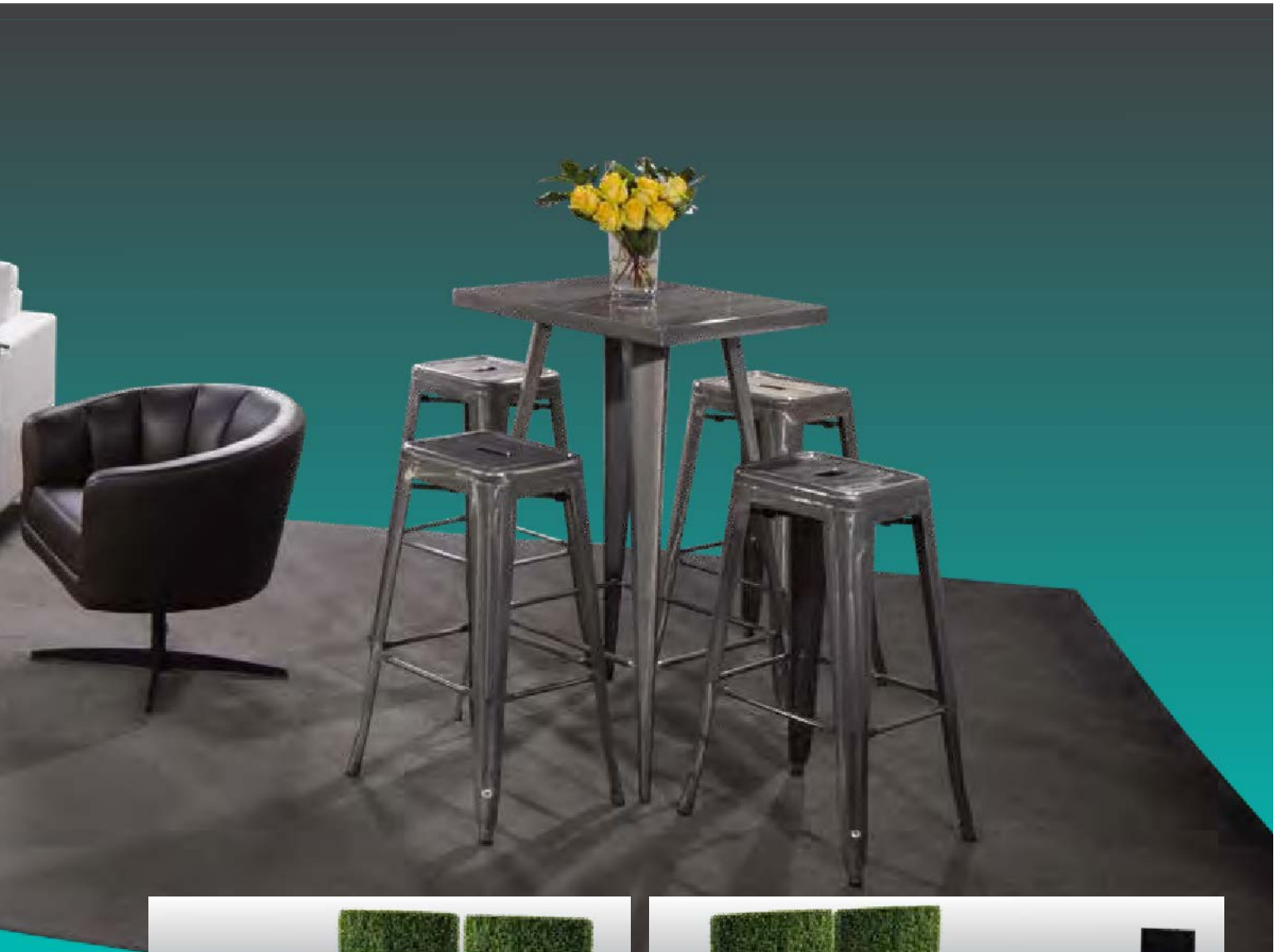
10'x10' Fairfax & La Brea Booth



10'x20' Hopi Lounge & Zenith Café Booth

## DELIVERING TRADE SHOW SOLUTIONS YOU CAN COUNT ON.

Your inspiration deserves great execution with modern furnishings from CORT. Rest assured, you have an experienced partner to help you create unique selling environments that will excite your clients and bring your brand to life.



10'x10' Munich Sectional Booth



10'x20' Malba Café & Bench Theater Booth


# Power Up In Style.

Denotes Powered Products



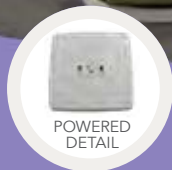
**HEDGE**  
HDG4FT  
Boxwood Hedge, 4'  
46"L 9"D 47"H

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

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



 **WIRELESS  
CHARGING TABLE,  
POWERED**  
CUBPOW  
(white, ac plug-in)  
20"L 20"D 18"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.

# 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.

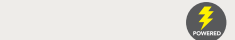


**A) NPLCHP**  
**Naples Chair, Powered**  
 (black vinyl)  
 36"L 30"D 33.25"H

**B) NPLSOP**  
**Naples Sofa, Powered**  
 (black vinyl)  
 87"L 30"D 33.25"H

**C) NPLLOP**  
**Naples Loveseat, Powered**  
 (black vinyl)  
 62"L 30"D 33.25"H

# Powered Tables



**Ventura Powered**  
**Bar Tables**  
 72.25"L 26.25"D 42"H  
 (silver frame)

**A) VNTWHT** (white top)  
**B) VNTBLK** (black top)

**Ventura Powered**  
**Café Tables**  
 72.25"L 26.25"D 30"H  
 (silver frame)

**C) VNTCBK** (black top)  
**D) VNTCWH** (white top)



**Sydney Powered**  
**Cocktail Tables**  
 48"L 26"D 18"H  
 (brushed steel)

**E) C1WP** (white)  
**F) C1YP** (black)



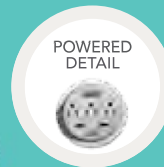
# Powered Banquettes.

Denotes Powered Products



## MODULAR SYSTEM

Create round banquettes or custom serpentine seating. The Power Banquette system has three AC and two 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.



POWERED  
DETAIL

Detail of Electrical  
Charging Outlet



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



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



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




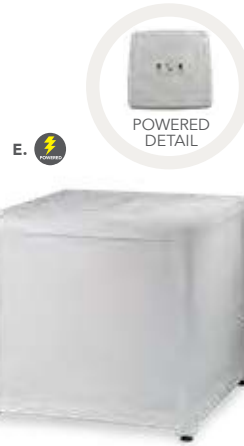
**BNQ7 Quarter Curve Ottoman**  
(white vinyl)  
53"L 22"D 18"H



**WHT12 Half Bench Ottoman**  
(white vinyl)  
39"L 22"D 18"H

# Powered Pedestals

 Denotes AC and USB charging outlets



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

(Mobile devices must be compatible with Qi wireless charging pad.)

## 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

## Wireless Charging Table, Powered

- E) CUBPOW**  
(white, AC plug-In)  
20"L 20"D 18"H

**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.

# Powered Tech Desk

 Denotes AC and USB charging outlets



- 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

# Soft Seating

Create Engaging Booth Environments

## HOPI

(gray linen)

**HOPCH, Chair**

21"L 25"D 34"H

**HOPLV, Loveseat**

48"L 25"D 34"H

## HEDGE

**HDG7FT**

**Boxwood Hedge, 7'**

36.5"L 12"D 84"H

## PEDESTAL

**PDL42W**

**Powered Locking**

(white)

24"L 24"D 42"H

## CAFÉ TABLE

**30WHHC**

**Hydraulic Chrome Base**

(laminated white top)

30"Round 29"H

## REGIS

**REGOTT End Table**

(brushed metal)

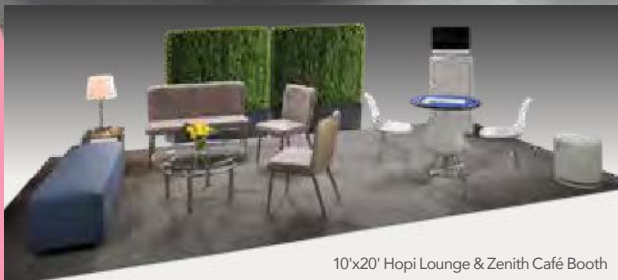
16"L 15.5"D 16.5"H

## MARCHE

**MAR010 Swivel Ottoman**

(blue fabric)

17"RND 18"H



10'x20' Hopi Lounge & Zenith Café Booth

# Soft Seating Collections

Available in Power 



## BAJA

**A) BCHWHT Chair**  
(white vinyl)  
36"L 30.5"D 28"H

**B) BSFWHT Sofa**  
(white vinyl)  
86"L 28"D 30"H

**C) BLVWHT Loveseat**  
(white vinyl)  
61"L 30.5"D 28"H

## FAIRFAX

**A) FAIRSW Sofa**  
(white vinyl, brushed metal)  
62"L 26"D 30"H

**B) FAIRCW Chair**  
(white vinyl, brushed metal)  
27"L 26"D 30"H

## NAPLES

**A) NPLCHR Chair**  
(black vinyl)  
36"L 30"D 33.25"H  
**NPLCHP** (Powered)

**B) NPLSOF Sofa**  
(black vinyl)  
87"L 30"D 33.25"H  
**NPLSOP** (Powered)

**C) NPLLOV Loveseat**  
(black vinyl)  
62"L 30"D 33.25"H  
**NPLLOP** (Powered)

Denotes Powered Products



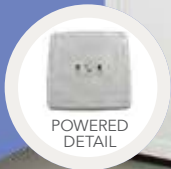
# Munich Collection

Modular Seating to Design Custom Exhibits

**HDG4FT**  
**Boxwood Hedge, 4'**  
46"L 9"D 47"H

## MUNICH

**MNCHSC Sectional 3pc.**  
(gray fabric)  
93.5"L 27"D 28.5"H



**MNCHLV Munich Armless Loveseat**  
(gray fabric)  
45"L 27"D 28.5"H



**MNCHCC Munich Corner Chair**  
(gray fabric)  
26"L 27"D 28.5"H



**MNCHCH Munich Armless Chair**  
(gray fabric)  
22.5"L 27"D 28.5"H

# Soft Seating Collections



A.



B.



A.



B.



C.



A.



B.



C.



A.

B.

C.

## 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

## TANGIERS

### A) TANSOF Sofa

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

### B) TANCHR Chair

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

### C) TANLOV Loveseat

(beige textured)  
57.5"L 37"D 37"H

## 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

## SOUTH BEACH

(platinum suede)

### A) SO1 Sofa

69"L 29"D 33"H

### B) OTS Ottoman

25"L 31"D 18"H

### C) SO2 Sofa

Sectional 3pc.  
152"L 40"D 33"H

# Accent Chairs



## SWANSON

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

## KEY WEST

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



## LA BREA

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



## WENTWORTH

**WENCHA Chair**  
(brown vinyl)  
32.1"L 26"D 31.5"H



## AURA

**AURA Round Table**  
(white metal)  
15" Round 22"H



# Accent Chairs



A.



B.



C.



D.



E.



F.

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

**C) FAIRCW**  
**Fairfax Chair**  
 (white vinyl, brushed metal)  
 27"L 26"D 30"H

**D) MNCHCH**  
**Munich Armless Chair**  
 (gray fabric)  
 22.5"L 27"D 28.5"H

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

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

# Meeting & Stage Chairs



A.



B.



C.



D.



E.



F.

**Marina Chair**  
 17.5"L 19.5"D 35"H  
**A) MARCBK** (black vinyl)  
**B) MARCBR** (brown fabric)  
**C) MARCWH** (white vinyl)

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



# Group Seating

## ZENITH

**A) ZENCHR Chair**  
(white, chrome)  
18.25"L 22"D 32"H

**B) 30MAHC  
Madison Hydraulic  
Café Table**  
(chrome base, gray  
acajou top)  
30" RND 29"H



## LAGUNA

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

**D) 30WHHC  
Round Café Table**  
(white laminate top,  
chrome hydraulic base)  
30" Round 29"H



A.



B.

## MALBA

20"L 20"D 32"H

**A) MALGRY Chair** (gray)  
**B) MALGRN Chair** (green)

B.



C.



D.



E.



## MARINA

17.5"L 19.5"D 35"H

**A) MARCWH** (white vinyl)  
**B) MARCBK** (black vinyl)  
**C) MARCBR** (brown fabric)  
**D) MARCBE** (ocean blue fabric)  
**E) MARCRD** (red fabric)

A.



# Styles & Shapes



A.



B.



C.



D.



E.



F.



G.



H.



I.

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

**B) CS4  
Syntax Chair**  
(black, chrome)  
23"L 19"D 32.25"H

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

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

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

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

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

**H) BLDCSB  
Blade Chair**  
(sky blue)  
20.5"L 19"D 30.5"H

**I) BLDCRD  
Blade Chair**  
(red)  
20.5"L 19"D 30.5"H

## Mix & Match

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

**J) LUCHCL Lucent Chair** (frosted, acrylic) 19.5"L 19.75"D 32.5"H  
**K) DUET Duet Chair** (black, chrome) 21"L 23"D 33"H





# Ottomans

## VIBE CUBE

18" L 18" D 18" H

- A) VIB09 (white vinyl)
- B) VIB10 (black vinyl)
- C) VIB11 (steel blue vinyl)
- D) VIB13 (purple vinyl)
- E) VIB12 (silver vinyl)
- F) VIB07 (beige vinyl)
- G) VIB04 (red vinyl)
- H) VIB06 (gold/bronze vinyl)
- I) VIB01 (green vinyl)
- J) VIB03 (pink vinyl)
- K) VIB05 (yellow vinyl)
- L) VIB02 (blue vinyl)
- M) VIB08 (orange vinyl)

# Styles & Shapes



**Beverly Bench**  
60"L 20"D 18"H  
**A) BVLYWH** (white vinyl)  
**B) BVLYBK** (black vinyl)  
**C) BVLYGR** (gray fabric)  
**D) BVLYRD** (red fabric)  
**E) BVLYOB** (ocean blue fabric)  
**F) BVLYLN** (linen fabric)  
**G) BVLYBN** (brown fabric)

**H) WHT12 Half Bench**  
(white vinyl)  
39"L 22"D 18"H

**ENDLESS Square**  
34"L 34"D 15"H  
**I) END02B** (black)  
**J) END02W** (white)  
**ENDLESS Curved**  
60.5"L 37.5"D 15"H  
**K) END01B** (black)  
**L) END01W** (white)

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

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

**O) SAL Sally Stool**  
(white)  
12" Round 17"H

**P) CUBL20 Edge LED Cube**  
(white plastic)  
19"L 19"D 19"H  
A/C power only

**Q) REGBEN Regis Bench**  
(brushed metal)  
47"L 15.5"D 16"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 fabric)  
**K) MAR011**  
(orange fabric)

# 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

50"L 22"D 16"H

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

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



B.



C.



D.



## GEO

### End Table

26"L 26"D 20"H

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

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

# Styles & Shapes

Available in Power 



## Sydney Cocktail Tables

(brushed steel)  
48"L 26"D 18"H

- A) C1W (white)  
C1WP (Powered)
- B) C1Y (black)  
C1YP (Powered)
- C) SYDBEC (blue)
- D) SYDWDC (wood)

## Sydney End Tables

27"L 23"D 22"H

- E) E1W (white)
- F) E1Y (black)
- G) SYDBEE (blue)
- H) SYDWDE (wood)

## Regis Tables

(brushed metal)

- I) REGBEN Bench Table  
47"L 15.5"D 16"H
- J) REGOTT End Table  
16"L 15.5"D 16.5"H

## Silverado Tables

(glass, chrome)

- K) E1E End Table  
24" Round 22"H
- L) C1E Cocktail Table  
36" Round 17"H

## Oliver Tables

(walnut finish)

- M) EOLI End Table  
22" Round 22"H
- N) COLI Cocktail Table  
47"L 27"D 19"H

## Rustic Tables

(wood)

- O) ETBL E-Table  
21"L 15.5"D 27.5"H
- P) TMBTBL Timber Table  
16" Round 17"H

## Aura Round Table

Q) AURA  
(white metal)  
15" Round 22"H

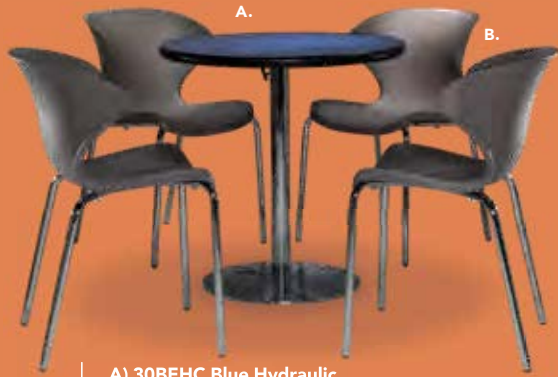
## Edge LED Cube Table

R) CUBTBL  
(plexi top, white plastic)  
19"L 19"D 19"H  
A/C power only

## Wireless Charging

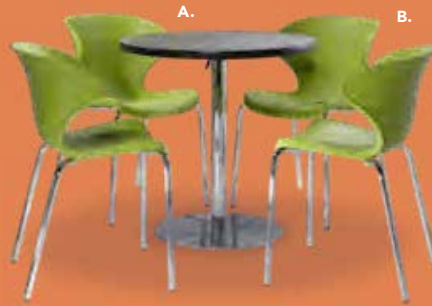
Table, Powered  
S) CUBPOW  
(white, AC plug-In)  
20"L 20"D 18"H

# Café Tables



**A) 30BEHC Blue Hydraulic Café Table**  
(chrome base, blue top)  
30" RND 29" H

**B) MALGRY Malba Chair**  
(gray)  
20" L 20" D 32" H



**A) 30MAHC Madison Hydraulic Café Table**  
(chrome base, gray acajou top)  
30" RND 29" H

**B) MALGRN Malba Chair**  
(green)  
20" L 20" D 32" H

**HDG7FT Boxwood Hedge, 7'**  
36.5" L 12" D 84" H

**30" Round Café Tables Standard Black Base**  
30" RND 29" H  
**A) 30WDBC** (wood top)  
**B) ZTB** (red top)

**Hydraulic Chrome Base**  
30" RND 29" H  
**C) 30WHHC** (white top)  
**D) 30STHC** (silver textured)

**E) CS4 Syntax Chair**  
(black, chrome)  
23" L 19" D 32.25" H



**LUCHCL Lucent Chair**  
(frosted, acrylic)  
19.5" L 19.75" D 32.5" H

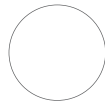


# Customize and Create

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



MAPLE



WHITE LAMINATE



SILVER TEXTURED



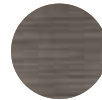
GRAPHITE NEBULA



BLUE LAMINATE



RED



MADISON/GRAY ACAJOU



WOOD LAMINATE

## Café Tables

Standard Black Base  
30" RND 29"H

- A) ZTG (silver textured)
- B) ZTJ (graphite nebula)
- C) ZTK (maple)
- D) 30WH29 (white)
- E) ZTA (Madison/gray acajou)
- F) 30BEBC (blue)
- G) 30WDDBC (wood)

36" RND 29"H

- H) ZTQ (white)
- I) ZTN (graphite nebula)
- J) ZTP (maple)

## Café Tables

Hydraulic Chrome Base  
30" RND 29"H

- K) 30GRHC (graphite nebula)
- L) 30MTHC (maple)
- M) 30BRHC (red)
- N) 30BEHC (blue)
- O) 30WDHC (wood)

36" RND 29"H

- P) 36WTHC (white)
- Q) 36GRHC (graphite nebula)
- R) 36MTHC (maple)



# Mix & Match

**Create the ultimate look.** Choose from a wide variety of colorful group seating options for the perfect style.

- S) ZENCHR Zenith Chair (white, chrome) 18.25"L 22"D 32"H
- T) BLDCRD Blade Chair (red) 20.5"L 19"D 30.5"H





# Bar Tables



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

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

**C) RSTSQT**  
**Rustique Square Metal Bar Table**  
(gunmetal)  
23.75"L 23.75"D 41.25"H

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



**HDG4FT**  
**Boxwood Hedge, 4'**  
46"L 9"D 47"H



**E) 30BEHB**  
**30" Round Bar Table**  
(blue top, chrome hydraulic base)  
30" RND 45"H

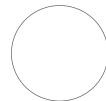
**F) LMBAR**  
**Laguna Barstool**  
(maple, chrome)  
18"L 20"D 47"H

# Customize and Create

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



MAPLE



WHITE LAMINATE



SILVER TEXTURED



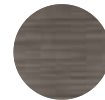
GRAPHITE NEBULA



BLUE LAMINATE



RED



MADISON/GRAY ACAJOU



WOOD LAMINATE



A. | J.



B. | K.



C.



D.



E. | I.



F.



G.



H.



L. | S.



M. | T.



N.



O.



P.



Q.



R.

## Bar Tables

Standard Black Base  
30" RND 42"H

- A) VTJ (graphite nebula)
- B) VTK (maple)
- C) VTG (silver textured)
- D) VTB (red)
- E) 30WH42 (white)
- F) VTA (Madison/gray acajou)
- G) 30BEBB (blue)
- H) 30WDBB (wood)

36" RND 42"H

- I) VTW (white)
- J) VTN (graphite nebula)
- K) VTP (maple)

## Bar Tables

Hydraulic Chrome Base  
30" RND 45"H

- L) 30GRHB (graphite nebula)
- M) 30MTHB (maple)
- N) 30STHB (silver textured)
- O) 30BRHB (red)
- P) 30BEHB (blue)
- Q) 30WDHB (wood)

36" RND 45"H

- R) 36WTHB (white)
- S) 36GRHB (graphite nebula)
- T) 36MTHB (maple)

# Style & Design

Choose from a wide variety of table tops and colors for the perfect look.

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

V) ZENBAR Zenith Barstool (white, chrome) 19"L.20"D 44"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.

## 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 30-34.75"H

**E) BS002** (white, chrome)

**F) BS003** (black, chrome)

## Banana Barstools

21"L 22"D 41.75"H

**G) BSS** (black, chrome)

**H) BST** (white, chrome)

## I) BSC Oslo Barstool

(white)

17"L 20"D 45"H

## J) XBAR Christopher Barstool

(white vinyl, chrome)

19"L 15"D 41"H

## K) BS001 Shark Barstool

(white, chrome)

22"L 19"D 34-44"H

## L) BSR Syntax Barstool

(black, chrome)

23"L 19"D 43.25"H

## M) ZENBAR Zenith Barstool

(white, chrome)

19"L 20"D 44"H

## N) RSTSTL Rustique Barstool

(gunmetal)

13"L 13"D 30"H

O.



**O) LUBSCL Lucent Barstool** (frosted, acrylic) 22"L 22.5"D 45.5"H

P.



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

Q.



**Q) BLDBRD Blade Barstool** (red) 20.5"L 20.125"D 40.5"H

R.



**R) BLDBSB Blade Barstool** (sky blue) 20.5"L 20.125"D 40.5"H

# Conference Tables



## PWRUSB

### Powered Conference Table Module

(black) 5"L 2.25"D 2"H

Includes two AC and two USB outlets. Available for all conference tables except the Geo, Merlin, Atomic 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

A. | B.



I.



**Atomic Round Tables**  
(glass, chrome)  
**A) 42ATO** 42"RND 30"H  
**B) 36ATO** 36"RND 30"H

**Geo Rounded Square Tables**  
42"L 42"D 29"H  
**C) CE1** (glass, chrome)  
**D) CF1** (glass, black)

**Geo Rectangular Tables**  
60"L 36"D 29"H  
**E) CF2** (glass, black)  
**F) CE2** (glass, chrome)

**G) MERLIN Merlin Multi Use Table**  
(gray laminate, black)  
46"L 29"D 30"H  
**H) WD3 Work Table**  
(white laminate, white)  
48"L 24"D 30"H

**Conference Tables**  
(graphite nebula)  
**I) CB3 8'**  
96"L 48"D 29"H  
**J) CB2 6'**  
72"L 42"D 29"H

**Conference Tables**  
(granite)  
**K) C508GR 8'**  
96"L 44"D 29"H  
**L) CT10GR 10'**  
120"L 46"D 29"H  
**M) CT06GR 6'**  
72"L 36"D 29"H

C.



D.

J.



K. | L.



E.



F.

M.



G.



H.

## Mix & Match

**N) PROEXB Pro Executive High Back Chair** (black vinyl) 25"L 24"D 48"H Adjustable.  
**O) PROMID Pro Executive Mid Back Chair** (white vinyl) 24"L 22"D 40"H Adjustable.



# Executive Seating

## Pro Executive High Back Chair

25" L 24" D 48" H

**A) PROEXE** (white vinyl)

**B) PROEXB** (black vinyl)

Adjustable height



A.

B.



## Task Stool

**TASKST**

(black fabric)

27.5" L 27.5" D 32.75" - 40.25" H

Adjustable height

## Pro Executive Guest Chair

24" L 22" D 36" H

**PROGB** (black vinyl)



## Pro Executive Mid Back Chair

24" L 22" D 40" H

**A) PROMID** (white vinyl)

**B) PROMDB** (black vinyl)


Adjustable height



A.

B.

# Communal and Powered Tables

Denotes AC and USB charging outlets 

## Ventura BAR TABLES

Choose from Powered, Solid or Grommet Hole Table Tops.



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



### Table Top Options

Colors not available in all table options. Please check options listed to the right.

## Ventura CAFÉ TABLES



### Ventura Powered Bar Tables

(silver frame)  
72.25"L 26.25"D 42"H

**A) VNTBLK** (black top)  
**VNTWHT** (white top)

### Ventura Communal Bar Tables

(silver frame)  
72.25"L 26.25"D 42"H

Maple Top

**B) VNTMNP** (solid)  
**VNTBMW** (grommets)

White Top

**C) VNTBWW** (grommets)  
**VNTWNP** (solid)

Black Top

**VNTBNP** (solid)

### Ventura Powered Café Tables

(silver frame)  
72.25"L 26.25"D 30"H

**A) VNTCBK** (black top)  
**B) VNTCWH** (white top)

### Ventura Communal Café Tables

(silver frame)  
72.25"L 26.25"D 30"H

Maple Top

**C) VNTCMN** (solid)  
**VNTCMW** (grommets)

White Top

**D) VNTCWW** (grommets)  
**VNTCWN** (solid)

Black Top

**E) VNTCBN** (solid)



# Office Essentials



## 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) TASKST Task Stool

(black fabric)

27.5"L 27.5"D 32.75"-40.25"H Adjustable


### D) PROEXE Pro Executive High Back Chair

(white classic vinyl)

25"L 24"D 48"H Adjustable



## TECH POWERED DESK

 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**

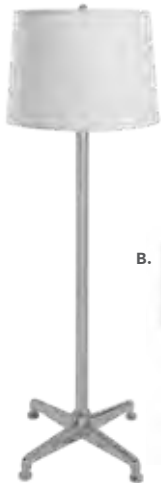
(black metal, laminate)  
60"L 30"D 30"H

**C) TECH3 3 Drawer File Cabinet on Castors**

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

## LIGHTING & PRODUCT DISPLAY

A.



B.



C.



D.



## ACCENT LAMPS

**Mason Lamps**  
(brushed silver)

**A) LA15 Floor Lamp**

18" RND 55"H

**B) LA14 Table Lamp**

16" RND 26"H

## SHELVING

**C) PSHCCS**

**Posh Shelving**

(chrome, acrylic)  
36"L 18"D 72"H

**D) BC8**

**Madison Bookcase**

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

# Show Essentials

 Denotes AC and USB charging outlets



## Midtown Powered Counter

Metallic pewter gray curved counter with taupe-colored glass top features two AC & three USB charging outlets, locking storage cabinet and two shelves.

**HDG7FT**  
**Boxwood Hedge, 7'**  
36.5"L 12"D 84"H



**Midtown Powered Counter**  
60"L 18"D 42"H  
(pewter/glass)  
**MTCPUL** (unlighted)  
**MTCLPI** (lighted with plug-in)



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



(back)

# Midtown Bar

Metallic pewter gray curved bar with taupe-colored glass top features locking cabinet for storage and two shelves.



## Midtown Bar

60"L 18"D 42"H  
(pewter/glass)

### A) MTBUUL

(unlighted)

### B) MTBLPI

(lighted with plug-in)

## Apex Barstool

### C) APS12

(blue ultra suede)

21"L 21"D 33"H

## LIGHTED & GREENERY PRODUCTS



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



## A) CUBL20 Edge

### LED Cube Ottoman

(white plastic)

19"L 19"D 19"H

A/C power only

## B) CUBTBL Edge LED

### Cube Table

(plexi top, white plastic)

19"L 19"D 19"H

A/C power only

## C) HDG7FT


### Boxwood Hedge, 7'

36.5"L 12"D 84"H

## D) HDG4FT

### Boxwood Hedge, 4'

46"L 9"D 47"H

|   |                                     |  |  |
|---|-------------------------------------|--|--|
| <b>Specialty Furnishings Order Form</b> |                                     |  | <b>Please email or fax all pages to:</b><br>Heritage Trade Show Services<br>620 Shenandoah Ave.<br>St. Louis, MO 63104<br><b>Email:</b> Exhibitor.Services@HeritageSVS.com<br><b>Phone:</b> 314-534-8500<br><b>Fax:</b> 314-534-8050 |
| <b>Show Name:</b>                       |                                     |  |  |
| <b>Contractor:</b>                      | <b>Heritage Trade Show Services</b> |  |  |
| <b>Booth Number:</b>                    |                                     |  |  |
| <b>Venue:</b>                           |                                     |  |  |
| <b>Show Date:</b>                       |                                     |  |  |

| ORDER INFORMATION        |  | PRICING & PAYMENT INFORMATION   |    |
|--------------------------|--|---|----|
| <b>Exhibiting Co:</b>    |  | <b>Advance Price Deadline Date:</b>   |    |
| <b>Address:</b>          |  | <b>Sales Tax Rate:</b>  |    |
| <b>City, State, Zip:</b> |  | <b>Order Total:</b>   | \$ |
| <b>Phone:</b>            |  | <b>PLEASE INCLUDE THE HERITAGE METHOD OF PAYMENT FORM<br/>WHEN YOU SUBMIT YOUR ORDER FORMS.</b> |    |
| <b>Fax:</b>              |  |   |    |
| <b>Contact:</b>          |  |   |    |
| <b>Email:</b>            |  |   |    |
| <b>Authorized By:</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.

| Item #: | Description:  | Dimensions:            | Advance Price: | Standard Price: | QTY: | Total: |
|---------|---|------------------------|----------------|-----------------|------|--------|
| 30WDHB  | 30" Round Bar Table w/ Hydraulic Base               | 30"RND 45"H            | \$350.63       | \$455.81        |      |        |
| 30WDHC  | 30" Round Café Table w/ Hydraulic Base              | 30"RND 29"H            | \$350.63       | \$455.81        |      |        |
| 30WH29  | 30" Round Café Table w/ Standard Black Base         | 30"RND 29"H            | \$259.46       | \$337.30        |      |        |
| 30WH42  | 30" Round Bar Table w/ Standard Black Base          | 30"RND 42"H            | \$287.51       | \$373.77        |      |        |
| 30WHHB  | 30" Round Bar Table w/ Hydraulic Base               | 30"RND 45"H            | \$350.63       | \$455.81        |      |        |
| 30WHHC  | 30" Round Café Table w/ Hydraulic Base              | 30"RND 29"H            | \$350.63       | \$455.81        |      |        |
| 36ATO   | Atomic 36" Round Table                              | 36"RND 30"H            | \$350.63       | \$455.81        |      |        |
| 36GRHB  | 36" Round Bar Table w/ Hydraulic Base               | 36"RND 45"H            | \$378.68       | \$492.28        |      |        |
| 36GRHC  | 36" Round Café Table w/ Hydraulic Base              | 36"RND 29"H            | \$378.68       | \$492.28        |      |        |
| 36MTHB  | 36" Round Bar Table w/ Hydraulic Base               | 36"RND 45"H            | \$378.68       | \$492.28        |      |        |
| 36MTHC  | 36" Round Café Table w/ Hydraulic Base              | 36"RND 29"H            | \$378.68       | \$492.28        |      |        |
| 36WTHB  | 36" Round Bar Table w/ Hydraulic Base               | 36"RND 45"H            | \$378.68       | \$492.28        |      |        |
| 36WTHC  | 36" Round Café Table w/ Hydraulic Base              | 36"RND 29"H            | \$378.68       | \$492.28        |      |        |
| 42ATO   | Atomic 42" Round Table                              | 42"RND 30"H            | \$350.63       | \$455.81        |      |        |
| ALC100  | Alondra Cocktail Table                              | 47"L 24"D 16"H         | \$378.68       | \$492.28        |      |        |
| ALC200  | Alondra Cocktail Table                              | 47"L 24"D 17"H         | \$378.68       | \$492.28        |      |        |
| ALE100  | Alondra End Table                                   | 20"L 20"D 20"H         | \$273.49       | \$355.53        |      |        |
| ALE200  | Alondra End Table                                   | 20"L 20"D 21"H         | \$273.49       | \$355.53        |      |        |
| APS08   | Apex Barstool                                       | 21"L 21"D 33"H         | \$259.46       | \$337.30        |      |        |
| APS12   | Apex Barstool                                       | 21"L 21"D 33"H         | \$259.46       | \$337.30        |      |        |
| APS59   | Apex Barstool                                       | 21"L 21"D 33"H         | \$259.46       | \$337.30        |      |        |
| APS75   | Apex Barstool                                       | 21"L 21"D 33"H         | \$259.46       | \$337.30        |      |        |
| AURA    | Aura Round Table                                    | 15"RND 22"H            | \$168.30       | \$218.79        |      |        |
| BC8     | Madison Bookcase                                    | 36"L 12"D 72"H         | \$489.47       | \$636.31        |      |        |
| BCHWHT  | Baja Chair  | 36"L 30.5"D 28"H       | \$610.09       | \$793.11        |      |        |
| BCW     | Madrid Chair  | 30"L 30"D 31"H         | \$741.92       | \$964.50        |      |        |
| BLDBRD  | Blade Barstool                                      | 20.5"L 20.125"D 40.5"H | \$147.26       | \$191.44        |      |        |
| BLDBSB  | Blade Barstool                                      | 20.5"L 20.125"D 40.5"H | \$147.26       | \$191.44        |      |        |
| BLDCRD  | Blade Chair   | 20.5"L 19"D 30.5"H     | \$77.14        | \$100.28        |      |        |
| BLDCSB  | Blade Chair   | 20.5"L 19"D 30.5"H     | \$77.14        | \$100.28        |      |        |
| BLVWHT  | Baja Loveseat                                       | 61"L 30.5"D 28"H       | \$897.60       | \$1,166.88      |      |        |
| BNQ417  | Full Banquette w/ Electrical Charging Outlet *CA117 | 72"RND 51"H            | \$1,395.49     | \$1,814.13      |      |        |
| BNQ7    | Quarter Curve Ottoman *CA117                        | 53"L 22"D 18"H         | \$553.99       | \$720.18        |      |        |
| BNQR17  | Ottoman Ring *CA117                                 | 72"RND 18"H            | \$1,683.00     | \$2,187.90      |      |        |
| BNQTL7  | Center Cone w/ Electrical Charging Outlet *CA117    | 38"RND 51"H            | \$806.44       | \$1,048.37      |      |        |
| BS001   | Shark Barstool                                      | 22"L 19"D 34-44"H      | \$371.66       | \$483.16        |      |        |
| BS002   | Zoey Barstool                                       | 15"L 16"D 30-34.75"H   | \$336.60       | \$437.58        |      |        |
| BS003   | Zoey Barstool                                       | 15"L 16"D 30-34.75"H   | \$336.60       | \$437.58        |      |        |
| BSC     | Oslo Barstool                                       | 17"L 20"D 45"H         | \$301.54       | \$392.00        |      |        |
| BSFWHT  | Baja Sofa   | 86"L 28"D 30"H         | \$974.74       | \$1,267.16      |      |        |
| BSR     | Syntax Barstool                                     | 23"L 19"D 43.25"H      | \$251.05       | \$326.36        |      |        |
| BSS     | Banana Barstool                                     | 21"L 22"D 41.75"H      | \$287.51       | \$373.77        |      |        |
| BST     | Banana Barstool                                     | 21"L 22"D 41.75"H      | \$287.51       | \$373.77        |      |        |
| BVLYBK  | Beverly Bench Ottoman                               | 60"L 20"D 18"H         | \$441.79       | \$574.32        |      |        |
| BVLYBN  | Beverly Bench Ottoman                               | 60"L 20"D 18"H         | \$441.79       | \$574.32        |      |        |
| BVLYGR  | Beverly Bench Ottoman                               | 60"L 20"D 18"H         | \$441.79       | \$574.32        |      |        |

| Item #: | Description:                       | Dimensions:           | Advance Price: | Standard Price: | QTY: | Total: |
|---------|------------------------------------|-----------------------|----------------|-----------------|------|--------|
| BVLYLN  | Beverly Bench Ottoman              | 60"L 20"D 18"H        | \$441.79       | \$574.32        |      |        |
| BVLYOB  | Beverly Bench Ottoman              | 60"L 20"D 18"H        | \$441.79       | \$574.32        |      |        |
| BVLYRD  | Beverly Bench Ottoman              | 60"L 20"D 18"H        | \$441.79       | \$574.32        |      |        |
| BVLYWH  | Beverly Bench Ottoman              | 60"L 20"D 18"H        | \$441.79       | \$574.32        |      |        |
| C1C     | Geo Cocktail Table                 | 50"L 22"D 16"H        | \$321.17       | \$417.52        |      |        |
| C1E     | Silverado Cocktail Table           | 36"RND 17"H           | \$329.59       | \$428.46        |      |        |
| C1FWB   | Geo Cocktail Table                 | 47"L 24"D 17"H        | \$321.17       | \$417.52        |      |        |
| C1W     | Sydney Cocktail Table              | 48"L 26"D 18"H        | \$329.59       | \$428.46        |      |        |
| C1WP    | Sydney Powered Cocktail Table      | 48"L 26"D 18"H        | \$413.74       | \$537.86        |      |        |
| C1Y     | Sydney Cocktail Table              | 48"L 26"D 18"H        | \$329.59       | \$428.46        |      |        |
| C1YP    | Sydney Powered Cocktail Table      | 48"L 26"D 18"H        | \$413.74       | \$537.86        |      |        |
| C508GR  | 8' Table                           | 96"L 44"D 29"H        | \$624.11       | \$811.35        |      |        |
| CB1     | 42" Round Table                    | 42"RND 29"H           | \$441.79       | \$574.32        |      |        |
| CB2     | 6' Conference Table                | 72"L 42"D 29"H        | \$532.95       | \$692.84        |      |        |
| CB3     | 8' Conference Table                | 96"L 48"D 29"H        | \$624.11       | \$811.35        |      |        |
| CB8     | 42" Round Madison Conference Table | 42"RND 29"H           | \$441.79       | \$574.32        |      |        |
| CE1     | Geo Table, Rounded Square          | 42"L 42"D 29"H        | \$371.66       | \$483.16        |      |        |
| CE2     | Geo Table, Rectangle               | 60"L 36"D 29"H        | \$518.93       | \$674.60        |      |        |
| CF1     | Geo Table, Rounded Square          | 42"L 42"D 29"H        | \$371.66       | \$483.16        |      |        |
| CF2     | Geo Table, Rectangle               | 60"L 36"D 29"H        | \$518.93       | \$674.60        |      |        |
| CHR002  | Allegro Chair                      | 36"L 34.5"D 30"H      | \$568.01       | \$738.42        |      |        |
| CHRPWR  | Roma Chair, Powered                | 37"L 31"D 33"H        | \$722.29       | \$938.97        |      |        |
| COLI    | Oliver Cocktail Table              | 47"L 27"D 19"H        | \$280.50       | \$364.65        |      |        |
| CONF42  | 42" Round Table                    | 42"RND 29"H           | \$441.79       | \$574.32        |      |        |
| CR8     | Madison Credenza                   | 60"L 20"D 29"H        | \$573.62       | \$745.71        |      |        |
| CS4     | Syntax Chair                       | 23"L 19"D 32.25"H     | \$231.41       | \$300.84        |      |        |
| CS8     | Berlin Chair                       | 18"L 22"D 32"H        | \$147.26       | \$191.44        |      |        |
| CT06GR  | 6' Table                           | 72"L 36"D 29"H        | \$546.98       | \$711.07        |      |        |
| CT10GR  | 10' Table                          | 120"L 46"D 29"H       | \$939.68       | \$1,221.58      |      |        |
| CUBL20  | Edge LED Cube Ottoman              | 20"L 20"D 20"H        | \$208.97       | \$271.66        |      |        |
| CUBPOW  | Wireless Charging Table, Powered   | 20"L 20"D 18"H        | \$497.89       | \$647.25        |      |        |
| CUBTBL  | Edge LED Cube Table                | 20"L 20"D 20"H        | \$208.97       | \$271.66        |      |        |
| DUET    | Duet Stack Chair                   | 21"L 23"D 33"H        | \$84.15        | \$109.40        |      |        |
| E1C     | Geo End Table                      | 26"L 26"D 20"H        | \$287.51       | \$373.77        |      |        |
| E1E     | Silverado End Table                | 24"RND 22"H           | \$301.54       | \$392.00        |      |        |
| E1FWB   | Geo End Table                      | 20"L 20"D 21"H        | \$287.51       | \$373.77        |      |        |
| E1W     | Sydney End Table                   | 27"L 23"D 22"H        | \$287.51       | \$373.77        |      |        |
| E1Y     | Sydney End Table                   | 27"L 23"D 22"H        | \$287.51       | \$373.77        |      |        |
| END01B  | Endless Curved Ottoman             | 60.5"L 37.5"D 15"H    | \$483.86       | \$629.02        |      |        |
| END01W  | Endless Curved Ottoman             | 60.5"L 37.5"D 15"H    | \$483.86       | \$629.02        |      |        |
| END02B  | Endless Square Ottoman             | 34"L 34"D 15"H        | \$413.74       | \$537.86        |      |        |
| END02W  | Endless Square Ottoman             | 34"L 34"D 15"H        | \$413.74       | \$537.86        |      |        |
| EOLI    | Oliver End Table                   | 22"RND 22"H           | \$238.43       | \$309.95        |      |        |
| ETBL    | E Table                            | 21"L 15.5"D 27.5"H    | \$210.38       | \$273.49        |      |        |
| FAIRCW  | Fairfax Chair                      | 27"L 26"D 30"H        | \$399.71       | \$519.63        |      |        |
| FAIRSW  | Fairfax Sofa                       | 62"L 26"D 30"H        | \$561.00       | \$729.30        |      |        |
| HDG4FT  | Boxwood Hedge, 4'                  | 46"L 9"D 47"H         | \$503.50       | \$654.55        |      |        |
| HDG7FT  | Boxwood Hedge, 7'                  | 36.5"L 12"D 84"H      | \$826.07       | \$1,073.89      |      |        |
| HOPCH   | Hopi Chair                         | 21"L 25"D 34"H        | \$265.07       | \$344.59        |      |        |
| HOPLV   | Hopi Loveseat                      | 48"L 25"D 34"H        | \$405.32       | \$526.92        |      |        |
| JD8     | Madison Executive Desk             | 60"L 30"D 29"H        | \$657.77       | \$855.10        |      |        |
| KEYCHR  | Key Largo Chair                    | 35"L 35"D 34"H        | \$357.64       | \$464.93        |      |        |
| KEYLOV  | Key Largo Loveseat                 | 57"L 35"D 34"H        | \$419.35       | \$545.15        |      |        |
| KEYSOF  | Key Largo Sofa                     | 79"L 35"D 34"H        | \$553.99       | \$720.18        |      |        |
| LA14    | Mason Table Lamp                   | 16"RND 26"H           | \$168.30       | \$218.79        |      |        |
| LA15    | Mason Floor Lamp                   | 18"RND 55"H           | \$252.45       | \$328.19        |      |        |
| LABREA  | La Brea Swivel Chair               | 35"L 27"D 40"H        | \$476.85       | \$619.91        |      |        |
| LMBAR   | Laguna Barstool                    | 18"L 20"D 47"H        | \$203.36       | \$264.37        |      |        |
| LMCHR   | Laguna Chair                       | 18"L 19"D 34"H        | \$161.29       | \$209.67        |      |        |
| LUBSCL  | Lucent Barstool                    | 22"L 22.5"D 45.5"H    | \$293.12       | \$381.06        |      |        |
| LUCHCL  | Lucent Chair                       | 19.5"L 19.75"D 32.5"H | \$203.36       | \$264.37        |      |        |
| MADC05  | Madison 5' Table                   | 60"L 48"D 29"H        | \$525.94       | \$683.72        |      |        |
| MADC08  | Madison 8' Table                   | 96"L 60"D 29"H        | \$1,044.86     | \$1,358.32      |      |        |
| MADC10  | Madison 10' Table                  | 120"L 48"D 29"H       | \$1,044.86     | \$1,358.32      |      |        |
| MALGRN  | Malba Chair                        | 20"L 20"D 32"H        | \$124.82       | \$162.27        |      |        |
| MALGRY  | Malba Chair                        | 20"L 20"D 32"H        | \$124.82       | \$162.27        |      |        |

| Item #: | Description:                                | Dimensions:             | Advance Price: | Standard Price: | QTY: | Total: |
|---------|---|-------------------------|----------------|-----------------|------|--------|
| MAR001  | Marche Swivel Ottoman                       | 17"RND 18"H             | \$217.39       | \$282.60        |      |        |
| MAR002  | Marche Swivel Ottoman                       | 17"RND 18"H             | \$217.39       | \$282.60        |      |        |
| MAR003  | Marche Swivel Ottoman                       | 17"RND 18"H             | \$217.39       | \$282.60        |      |        |
| MAR004  | Marche Swivel Ottoman                       | 17"RND 18"H             | \$217.39       | \$282.60        |      |        |
| MAR005  | Marche Swivel Ottoman                       | 17"RND 18"H             | \$217.39       | \$282.60        |      |        |
| MAR006  | Marche Swivel Ottoman                       | 17"RND 18"H             | \$217.39       | \$282.60        |      |        |
| MAR007  | Marche Swivel Ottoman                       | 17"RND 18"H             | \$217.39       | \$282.60        |      |        |
| MAR008  | Marche Swivel Ottoman                       | 17"RND 18"H             | \$217.39       | \$282.60        |      |        |
| MAR009  | Marche Swivel Ottoman                       | 17"RND 18"H             | \$217.39       | \$282.60        |      |        |
| MAR010  | Marche Swivel Ottoman                       | 17"RND 18"H             | \$217.39       | \$282.60        |      |        |
| MAR011  | Marche Swivel Ottoman                       | 17"L 17"D 18"H          | \$217.39       | \$282.60        |      |        |
| MARCBE  | Marina Chair                                | 17.5"L 19.5"D 35"H      | \$166.90       | \$216.97        |      |        |
| MARCBK  | Marina Chair                                | 17.5"L 19.5"D 35"H      | \$166.90       | \$216.97        |      |        |
| MARCBR  | Marina Chair                                | 17.5"L 19.5"D 35"H      | \$166.90       | \$216.97        |      |        |
| MARCRD  | Marina Chair                                | 17.5"L 19.5"D 35"H      | \$166.90       | \$216.97        |      |        |
| MARCWH  | Marina Chair                                | 17.5"L 19.5"D 35"H      | \$166.90       | \$216.97        |      |        |
| MERLIN  | Merlin Multi Use Table                      | 46"L 29"D 30"H          | \$399.71       | \$519.63        |      |        |
| MNCHCC  | Munich Corner Chair                         | 26"L 27"D 28.5"H        | \$617.10       | \$802.23        |      |        |
| MNCHCH  | Munich Armless Chair                        | 22.5"L 27"D 28.5"H      | \$511.91       | \$665.49        |      |        |
| MNCHLV  | Munich Armless Loveseat                     | 45"L 27"D 28.5"H        | \$904.61       | \$1,176.00      |      |        |
| MNCHSC  | Munich Sectional, 3 Pc.                     | 93.5"L 27"D 28.5"H      | \$2,019.60     | \$2,625.48      |      |        |
| MTBLPI  | Midtown Bar, Lighted w/ Plug In             | 60"L 18"D 42"H          | \$1,704.04     | \$2,215.25      |      |        |
| MTBUUL  | Midtown Bar, Unlighted                      | 60"L 18"D 42"H          | \$1,597.45     | \$2,076.68      |      |        |
| MTCLPI  | Midtown Powered Counter, Lighted w/ Plug In | 60"L 18"D 42"H          | \$1,704.04     | \$2,215.25      |      |        |
| MTCPUL  | Midtown Powered Counter, Unlighted          | 60"L 18"D 42"H          | \$1,605.86     | \$2,087.62      |      |        |
| NPLCHP  | Naples Chair, Powered                       | 36"L 30"D 33.25"H       | \$715.28       | \$929.86        |      |        |
| NPLCHR  | Naples Chair                                | 36"L 30"D 33.25"H       | \$671.80       | \$873.34        |      |        |
| NPLLOP  | Naples Loveseat, Powered                    | 62"L 30"D 33.25"H       | \$932.66       | \$1,212.46      |      |        |
| NPLLOV  | Naples Loveseat                             | 62"L 30"D 33.25"H       | \$806.44       | \$1,048.37      |      |        |
| NPLSOF  | Naples Sofa                                 | 87"L 30"D 33.25"H       | \$967.73       | \$1,258.04      |      |        |
| NPLSOP  | Naples Sofa, Powered                        | 87"L 30"D 33.25"H       | \$1,134.62     | \$1,475.01      |      |        |
| OCB     | Key West Chair                              | 31"L 31"D 31"H          | \$461.42       | \$599.85        |      |        |
| OCH     | Madrid Chair                                | 30"L 30"D 31"H          | \$741.92       | \$964.50        |      |        |
| OCMESP  | Meeting Chair                               | 25.5"L 23.5"D 34"H      | \$322.58       | \$419.35        |      |        |
| OCMTAU  | Meeting Chair                               | 25.5"L 23.5"D 34"H      | \$322.58       | \$419.35        |      |        |
| OCMWHT  | Meeting Chair                               | 25.5"L 23.5"D 34"H      | \$322.58       | \$419.35        |      |        |
| OTS     | South Beach Wedge Ottoman                   | 25"L 31"D 18"H          | \$364.65       | \$474.05        |      |        |
| PDL36B  | Powered Locking Pedestal, 36"               | 24"L 24"D 36"H          | \$582.04       | \$756.65        |      |        |
| PDL36W  | Powered Locking Pedestal, 36"               | 24"L 24"D 36"H          | \$582.04       | \$756.65        |      |        |
| PDL42B  | Powered Locking Pedestal, 42"               | 24"L 24"D 42"H          | \$694.24       | \$902.51        |      |        |
| PDL42W  | Powered Locking Pedestal, 42"               | 24"L 24"D 42"H          | \$694.24       | \$902.51        |      |        |
| PROEXB  | Pro Executive High Back Chair               | 25"L 24"D 48"H          | \$420.75       | \$546.98        |      |        |
| PROEXE  | Pro Executive High Back Chair               | 25"L 24"D 48"H          | \$420.75       | \$546.98        |      |        |
| PROGB   | Pro Executive Guest Chair                   | 24"L 26"D 36"H          | \$294.53       | \$382.88        |      |        |
| PROMDB  | Pro Executive Mid Back Chair                | 24"L 22"D 40"H          | \$273.49       | \$355.53        |      |        |
| PROMID  | Pro Executive Mid Back Chair                | 24"L 22"D 40"H          | \$273.49       | \$355.53        |      |        |
| PSHCCS  | Posh Shelving                               | 36"L 18"D 72"H          | \$559.60       | \$727.48        |      |        |
| PWRUSB  | Powered Conference Table Module             | 5"L 2.25"D 2"H          | \$91.16        | \$118.51        |      |        |
| REGBEN  | Regis Bench/Table                           | 47"L 15.5"D 16"H        | \$336.60       | \$437.58        |      |        |
| REGOTT  | Regis End Table                             | 16"L 15.5"D 16.5"H      | \$237.02       | \$308.13        |      |        |
| ROLLBL  | Lift Barstool                               | 15"RND 23-33.5"H        | \$245.44       | \$319.07        |      |        |
| ROLLGY  | Lift Barstool                               | 15"RND 23-33.5"H        | \$245.44       | \$319.07        |      |        |
| ROLLRD  | Lift Barstool                               | 15"RND 23-33.5"H        | \$245.44       | \$319.07        |      |        |
| ROLLWH  | Lift Barstool                               | 15"RND 23-33.5"H        | \$245.44       | \$319.07        |      |        |
| RSTDIN  | Rustique Chair w/ arms                      | 20"L 18"D 31"H          | \$166.90       | \$216.97        |      |        |
| RSTSQT  | Rustique Square Metal Bar Table             | 23.75"L 23.75"D 41.25"H | \$301.54       | \$392.00        |      |        |
| RSTSTL  | Rustique Barstool                           | 13"L 13"D 30"H          | \$152.87       | \$198.73        |      |        |
| SAL     | Sally Stool/Ottoman                         | 12"RND 17"H             | \$112.20       | \$145.86        |      |        |
| SC10    | Razor Armless Chair                         | 15.38"L 15.5"D 30.5"H   | \$96.77        | \$125.80        |      |        |
| SC3     | Brewer Chair                                | 20"L 20"D 32"H          | \$194.95       | \$253.43        |      |        |
| SFA002  | Allegro Sofa                                | 73"L 34.5"D 30"H        | \$806.44       | \$1,048.37      |      |        |
| SFAPWR  | Roma Sofa, Powered                          | 78"L 31"D 33"H          | \$1,157.06     | \$1,504.18      |      |        |
| SO1     | South Beach Sofa                            | 69"L 29"D 33"H          | \$771.38       | \$1,002.79      |      |        |
| SO2     | South Beach Sectional                       | 152"L 40"D 33"H         | \$1,830.26     | \$2,379.34      |      |        |
| SWAN    | Swanson Swivel Chair                        | 28"L 25"D 30"H          | \$413.74       | \$537.86        |      |        |
| SYDBEC  | Sydney Cocktail Table                       | 48"L 26"D 18"H          | \$329.59       | \$428.46        |      |        |

| Item #: | Description:  | Dimensions:                  | Advance Price: | Standard Price: | QTY: | Total: |
|---------|---|------------------------------|----------------|-----------------|------|--------|
| SYDBEE  | Sydney End Table                                    | 27"L 23"D 22"H               | \$287.51       | \$373.77        |      |        |
| SYDWDC  | Sydney Cocktail Table                               | 48"L 26"D 18"H               | \$329.59       | \$428.46        |      |        |
| SYDWDE  | Sydney End Table                                    | 27"L 23"D 22"H               | \$287.51       | \$373.77        |      |        |
| TANCHR  | Tangiers Chair                                      | 34"L 37"D 36"H               | \$469.84       | \$610.79        |      |        |
| TANLOV  | Tangiers Loveseat                                   | 57.5"L 37"D 37"H             | \$750.34       | \$975.44        |      |        |
| TANSOF  | Tangiers Sofa                                       | 78"L 37"D 36"H               | \$876.56       | \$1,139.53      |      |        |
| TASKST  | Task Stool  | 27.5"L 27.5"D 32.75"-40.25"H | \$166.90       | \$216.97        |      |        |
| TECH    | Tech Desk, Powered                                  | 60"L 30"D 30"H               | \$525.94       | \$683.72        |      |        |
| TECH3   | 3 Drawer File Cabinet on Castors                    | 16"L 20"D 28"H               | \$168.30       | \$218.79        |      |        |
| TECH3B  | Tech Desk, Powered w/ 3 Drawer File Cabinet         | 60"L 30"D 30"H               | \$643.75       | \$836.87        |      |        |
| TMBTBL  | Timber Table  | 16"RND 17"H                  | \$203.36       | \$264.37        |      |        |
| VIB01   | Vibe Cube Ottoman                                   | 18"L 18"D 18"H               | \$161.29       | \$209.67        |      |        |
| VIB02   | Vibe Cube Ottoman                                   | 18"L 18"D 18"H               | \$161.29       | \$209.67        |      |        |
| VIB03   | Vibe Cube Ottoman                                   | 18"L 18"D 18"H               | \$161.29       | \$209.67        |      |        |
| VIB04   | Vibe Cube Ottoman                                   | 18"L 18"D 18"H               | \$161.29       | \$209.67        |      |        |
| VIB05   | Vibe Cube Ottoman                                   | 18"L 18"D 18"H               | \$161.29       | \$209.67        |      |        |
| VIB06   | Vibe Cube Ottoman                                   | 18"L 18"D 18"H               | \$161.29       | \$209.67        |      |        |
| VIB07   | Vibe Cube Ottoman                                   | 18"L 18"D 18"H               | \$161.29       | \$209.67        |      |        |
| VIB08   | Vibe Cube Ottoman                                   | 18"L 18"D 18"H               | \$161.29       | \$209.67        |      |        |
| VIB09   | Vibe Cube Ottoman                                   | 18"L 18"D 18"H               | \$161.29       | \$209.67        |      |        |
| VIB10   | Vibe Cube Ottoman                                   | 18"L 18"D 18"H               | \$161.29       | \$209.67        |      |        |
| VIB11   | Vibe Cube Ottoman                                   | 18"L 18"D 18"H               | \$161.29       | \$209.67        |      |        |
| VIB12   | Vibe Cube Ottoman                                   | 18"L 18"D 18"H               | \$161.29       | \$209.67        |      |        |
| VIB13   | Vibe Cube Ottoman                                   | 18"L 18"D 18"H               | \$161.29       | \$209.67        |      |        |
| VNTBLK  | Ventura Communal Bar Table, Powered                 | 72.25"L 26.25"D 42"H         | \$862.54       | \$1,121.30      |      |        |
| VNTBMW  | Ventura Communal Bar Table w/ Grommet Holes         | 72.25"L 26.25"D 42"H         | \$743.33       | \$966.32        |      |        |
| VNTBNP  | Ventura Communal Bar Table                          | 72.25"L 26.25"D 42"H         | \$743.33       | \$966.32        |      |        |
| VNTBWW  | Ventura Communal Bar Table w/ Grommet Holes         | 72.25"L 26.25"D 42"H         | \$743.33       | \$966.32        |      |        |
| VNTCBK  | Ventura Communal Café Table, Powered                | 72.25"L 26.25"D 30"H         | \$666.19       | \$866.04        |      |        |
| VNTCBN  | Ventura Communal Café Table                         | 72.25"L 26.25"D 30"H         | \$587.65       | \$763.94        |      |        |
| VNTCMN  | Ventura Communal Café Table                         | 72.25"L 26.25"D 30"H         | \$587.65       | \$763.94        |      |        |
| VNTCMW  | Ventura Communal Café Table w/ Grommet Holes        | 72.25"L 26.25"D 30"H         | \$587.65       | \$763.94        |      |        |
| VNTCWH  | Ventura Communal Café Table, Powered                | 72.25"L 26.25"D 30"H         | \$666.19       | \$866.04        |      |        |
| VNTCWN  | Ventura Communal Café Table                         | 72.25"L 26.25"D 30"H         | \$587.65       | \$763.94        |      |        |
| VNTCWW  | Ventura Communal Café Table w/ Grommet Holes        | 72.25"L 26.25"D 30"H         | \$587.65       | \$763.94        |      |        |
| VNTMNP  | Ventura Communal Bar Table                          | 72.25"L 26.25"D 42"H         | \$743.33       | \$966.32        |      |        |
| VNTWHT  | Ventura Communal Bar Table, Powered                 | 72.25"L 26.25"D 42"H         | \$862.54       | \$1,121.30      |      |        |
| VNTWNP  | Ventura Communal Bar Table                          | 72.25"L 26.25"D 42"H         | \$743.33       | \$966.32        |      |        |
| VTA     | 30" Round Madison Bar Table w/ Standard Black Base  | 30"RND 42"H                  | \$280.50       | \$364.65        |      |        |
| VTB     | 30" Round Bar Table w/ Standard Black Base          | 30"RND 42"H                  | \$287.51       | \$373.77        |      |        |
| VTG     | 30" Round Bar Table w/ Standard Black Base          | 30"RND 42"H                  | \$287.51       | \$373.77        |      |        |
| VTJ     | 30" Round Bar Table w/ Standard Black Base          | 30"RND 42"H                  | \$287.51       | \$373.77        |      |        |
| VTK     | 30" Round Bar Table w/ Standard Black Base          | 30"RND 42"H                  | \$287.51       | \$373.77        |      |        |
| VTN     | 36" Round Bar Table w/ Standard Black Base          | 36"RND 42"H                  | \$308.55       | \$401.12        |      |        |
| VTP     | 36" Round Bar Table w/ Standard Black Base          | 36"RND 42"H                  | \$308.55       | \$401.12        |      |        |
| VTW     | 36" Round Bar Table w/ Standard Black Base          | 36"RND 42"H                  | \$308.55       | \$401.12        |      |        |
| WD3     | Work Table  | 48"L 24"D 30"H               | \$385.69       | \$501.39        |      |        |
| WENCH   | Wentworth Chair                                     | 32"L 26"D 31.5"H             | \$371.66       | \$483.16        |      |        |
| WHT12   | Half Bench Ottoman                                  | 39"L 22"D 18"H               | \$419.35       | \$545.15        |      |        |
| XBAR    | Christopher Barstool                                | 19"L 15"D 41"H               | \$224.40       | \$291.72        |      |        |
| XC6     | Altura Guest Chair                                  | 25"L 20"D 34"H               | \$357.64       | \$464.93        |      |        |
| XCHR    | Christopher Chair                                   | 17"L 19"D 35"H               | \$126.23       | \$164.09        |      |        |
| ZENBAR  | Zenith Barstool                                     | 19"L 20"D 44"H               | \$210.38       | \$273.49        |      |        |
| ZENCHR  | Zenith Chair  | 18.25"L 22"D 32"H            | \$189.34       | \$246.14        |      |        |
| ZTA     | 30" Round Madison Café Table w/ Standard Black Base | 30"RND 29"H                  | \$251.05       | \$326.36        |      |        |
| ZTB     | 30" Round Café Table w/ Standard Black Base         | 30"RND 29"H                  | \$259.46       | \$337.30        |      |        |
| ZTG     | 30" Round Café Table w/ Standard Black Base         | 30"RND 29"H                  | \$259.46       | \$337.30        |      |        |
| ZTJ     | 30" Round Café Table w/ Standard Black Base         | 30"RND 29"H                  | \$259.46       | \$337.30        |      |        |
| ZTK     | 30" Round Café Table w/ Standard Black Base         | 30"RND 29"H                  | \$259.46       | \$337.30        |      |        |
| ZTN     | 36" Round Café Table w/ Standard Black Base         | 36"RND 29"H                  | \$279.10       | \$362.83        |      |        |
| ZTP     | 36" Round Café Table w/ Standard Black Base         | 36"RND 29"H                  | \$279.10       | \$362.83        |      |        |
| ZTQ     | 36" Round Café Table w/ Standard Black Base         | 36"RND 29"H                  | \$279.10       | \$362.83        |      |        |



Remit To:





# MODULAR RENTAL DISPLAY ORDER FORM

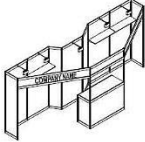
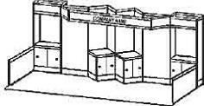
620 Shenandoah Avenue | St. Louis, MO 63104  
 Phone 314-534-8500 | Fax 314-534-8050  
 Exhibitor.Services@heritagesvs.com


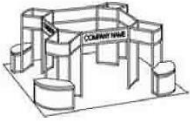
**Cancellation:** No refunds if cancelled after the deadline.

**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><br><b>Package Includes:</b><br>Installation and dismantling labor<br>1 Header<br>One 10' x 10' Standard Carpet<br>One 1 meter counter<br>Three Arm Lights | <b>ADVANCED RATE</b><br>\$2,201.60 | <b>STANDARD RATE</b><br>\$2,862.05  | <input type="checkbox"/> <b>MD02 DISPLAY TWO: 20' STANDARD DISPLAY</b><br><b>Package Includes:</b><br>Installation and dismantling labor<br>One 10' x 20' Standard carpet<br>2 Headers<br>One 2 meter counter<br>Two 1 meter counters<br>6 Halogen Lights | <b>ADVANCED RATE</b><br>\$5,041.30 | <b>STANDARD RATE</b><br>\$6,553.70 |
|   |                                    |  |   |                                    |                                    |

|   |                                    |   |  |                                    |                                    |
|---|------------------------------------|---|--|------------------------------------|------------------------------------|
| <input type="checkbox"/> <b>MD03 DISPLAY THREE: 20' DELUXE DISPLAY</b><br><b>Package Includes:</b><br>Installation and dismantling labor<br>One 10' x 20' Standard Carpet<br>2 Headers<br>One 1.5 meter counter<br>Four shelves<br>5 Halogen Lights | <b>ADVANCED RATE</b><br>\$5,424.20 | <b>STANDARD RATE</b><br>\$7,051.45  | <input type="checkbox"/> <b>MD04 DISPLAY FOUR: 20' DELUXE DISPLAY</b><br><b>Package Includes:</b><br>Installation and dismantling labor<br>One 10' x 20' Standard carpet<br>1 Header<br>4 Counters<br>5 Halogen Lights | <b>ADVANCED RATE</b><br>\$5,902.80 | <b>STANDARD RATE</b><br>\$7,673.65 |
|    |                                    |  |  |                                    |                                    |

|   |                                    |   |  |                                     |                                     |
|---|------------------------------------|---|--|-------------------------------------|-------------------------------------|
| <input type="checkbox"/> <b>MD05 DISPLAY FIVE: 20 X 20 ISLAND DISPLAY</b><br><b>Package Includes:</b><br>Installation and dismantling labor<br>One 20' x 20' Standard carpet<br>2 Headers<br>4 Counters | <b>ADVANCED RATE</b><br>\$9,731.65 | <b>STANDARD RATE</b><br>\$12,651.15   | <input type="checkbox"/> <b>MD06 DISPLAY SIX: 20 X 20 ISLAND DISPLAY</b><br>Installation and dismantling labor<br>One 20' x 20' Standard carpet<br>4 Headers<br>4 Counters | <b>ADVANCED RATE</b><br>\$10,529.30 | <b>STANDARD RATE</b><br>\$13,688.10 |
|    |                                    |  |  |                                     |                                     |

|   |  |   |   |   |   |
|---|--|---|---|---|---|
| <p style="text-align: center;"><b>Circle your carpet color:</b></p> <p style="text-align: center;">Black    Blue    Burgundy    Gray    Red</p>                                     | <b>Choose Your Panels</b> Standard and Optional Panel Choices <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:50%; vertical-align: top;"> <input type="checkbox"/> White Hardwall<br/> <input type="checkbox"/> Black/Gray Velcro – Circle: Black or Gray<br/> <input type="checkbox"/> Opt. Color Hardwall (per panel) - Specify                 </td> <td style="width:25%; text-align: center;"> <b>Advanced Rates:</b><br/>                     Included<br/>                     Included<br/>                     \$70.00 ea.                 </td> <td style="width:25%; text-align: center;"> <b>Advanced Rates:</b><br/>                     Included<br/>                     Included<br/>                     \$91.00 ea.                 </td> </tr> </table> |   | <input type="checkbox"/> White Hardwall<br><input type="checkbox"/> Black/Gray Velcro – Circle: Black or Gray<br><input type="checkbox"/> Opt. Color Hardwall (per panel) - Specify | <b>Advanced Rates:</b><br>Included<br>Included<br>\$70.00 ea. | <b>Advanced Rates:</b><br>Included<br>Included<br>\$91.00 ea. |
| <input type="checkbox"/> White Hardwall<br><input type="checkbox"/> Black/Gray Velcro – Circle: Black or Gray<br><input type="checkbox"/> Opt. Color Hardwall (per panel) - Specify | <b>Advanced Rates:</b><br>Included<br>Included<br>\$70.00 ea.  | <b>Advanced Rates:</b><br>Included<br>Included<br>\$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 \_\_\_\_\_  
 8.25% Tax \_\_\_\_\_  
**TOTAL ORDER** \_\_\_\_\_

NAME OF CONVENTION ANFP 2020 BOOTH # \_\_\_\_\_

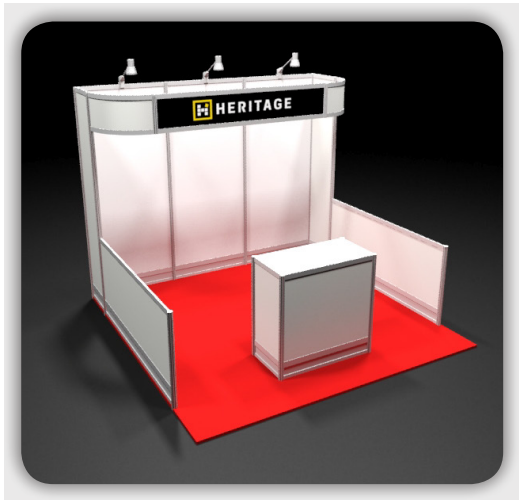
EXHIBITING COMPANY \_\_\_\_\_ PHONE # \_\_\_\_\_ FAX # \_\_\_\_\_

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

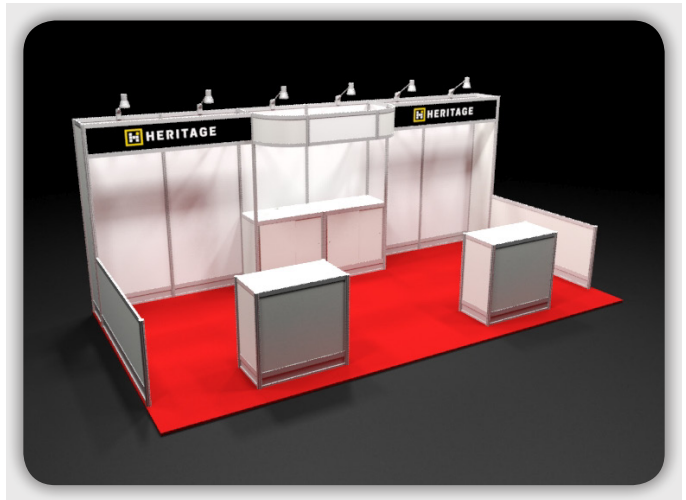
EMAIL ORDER CONFIRMATION & INVOICE TO \_\_\_\_\_

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

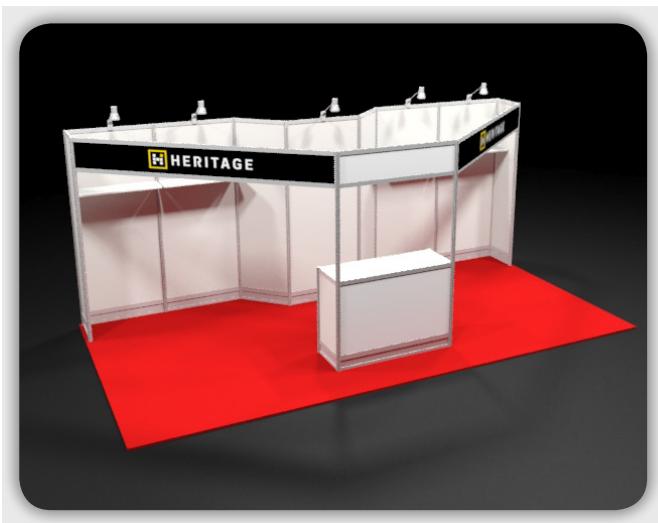
# Modular Displays



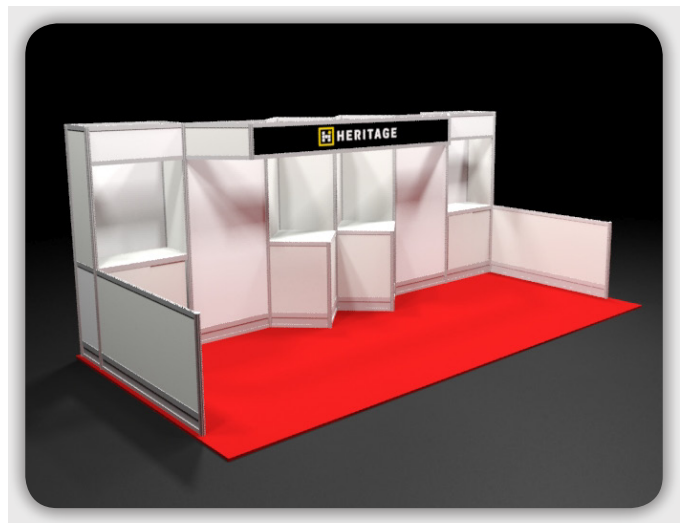
MD01 Modular Hardwall Display Package 1



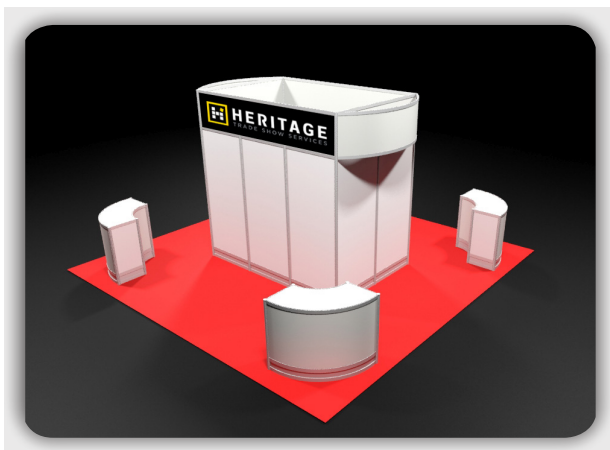
MD02 Modular Hardwall Display Package 2



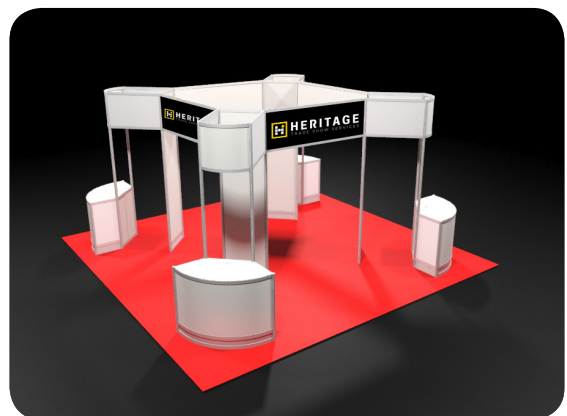
MD03 Modular Hardwall Display Package 3



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. 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 SUNSET TRANSPORTATION
4050 CORPORATE CENTER STE. 300
NORTH LAS VEGAS, NV 89030
FOR: ANFP 2020

BOOTH NO.
TOTAL PIECES
APPROX. WT

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

NOTE: DO NOT SHIP TO THE WAREHOUSE AFTER WEDNESDAY, JUNE 10TH

STRAIGHT TIME RATES FOR DELIVERIES TO WAREHOUSE

Deadline Date: Monday, June 8th, 2020 To Avoid Late Fees

Table with 4 columns: Description, Rate per 100 lbs., Min Charge. Rows I-IV detailing shipping rates for 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
TROPICANA LAS VEGAS
3801 S. LAS VEGAS BLVD.
LAS VEGAS, NV 89109
FOR: ANFP 2020

BOOTH NO.
TOTAL PIECES
APPROX. WT

STRAIGHT TIME RATES FOR DELIVERIES TO SHOWSITE

Table with 4 columns: Description, Rate per 100 lbs., Min Charge. Rows VI-VIII detailing shipping rates for show site.

\* PLEASE BE ADVISED THAT OVERTIME CHARGES MAY APPLY DURING MOVE-IN AND/OR MOVE-OUT

C. OVERTIME

Warehouse and/or site shipments moved in or out on overtime, based on published exhibitor move-in or move-out times, or due to scheduling conflicts beyond the control of Heritage will have an additional 25% surcharge to the above rates. Shipments moved in and out on overtime, through no fault of Heritage, will have an additional 50% surcharge to the above rates. Overtime is anytime before 8:00 a.m. and after 4:30 p.m. weekdays and all hours Saturdays, Sundays and Holidays.

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

**D. 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.

**E. 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.

**F. 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:

|  | DISCOUNTED  |             | STANDARD    |             | # of Hours       | Total         |
|--|-------------|-------------|-------------|-------------|------------------|---------------|
|  | ST          | OT          | ST          | OT          |                  |               |
| Material Handler                                     | \$103.35/hr | \$155.03/hr | \$134.36/hr | \$201.54/hr | One Hour Minimum | _____ \$_____ |
| Local Pickups & Deliveries                           | \$245.80/hr | \$368.70/hr | \$319.54/hr | \$479.31/hr | One Hour Minimum | _____ \$_____ |
| <b>TOTAL:</b>  |             |             |             |             |                  | _____ \$_____ |
| Please enter total on credit card authorization form |             |             |             |             |                  |               |

**G. 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.

**H. 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.

**I. 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.

**J. LIMITS OF LIABILITY AND RESPONSIBILITY**

- 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.
- 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.
- 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.
- 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 ANFP 2020 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).....\$103.35  
8:00 a.m. - 4:30 p.m. Monday - Friday  
Over Time: (one hour minimum per man).....\$155.03

**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 ANFP 2020 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 SUNSET TRANSPORTATION  
4050 CORPORATE CENTER, STE. 300  
NORTH LAS VEGAS, NV 89030

FOR: ANFP 2020

# HERITAGE

Trade Show Services

**DO NOT DELAY!**

**ADVANCE SHIPMENT  
TO WAREHOUSE**

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

EXHIBITOR NAME

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

HERITAGE TRADE SHOW SERVICES  
UPS FREIGHT C/O SUNSET TRANSPORTATION  
4050 CORPORATE CENTER, STE. 300  
NORTH LAS VEGAS, NV 89030

FOR: ANFP 2020

# HERITAGE

Trade Show Services

**DO NOT DELAY!**

**ADVANCE SHIPMENT  
TO WAREHOUSE**

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

EXHIBITOR NAME

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

HERITAGE TRADE SHOW SERVICES  
UPS FREIGHT C/O SUNSET TRANSPORTATION  
4050 CORPORATE CENTER, STE. 300  
NORTH LAS VEGAS, NV 89030

FOR: ANFP 2020

# HERITAGE

Trade Show Services

**DO NOT DELAY**

**ADVANCE SHIPMENT  
TO WAREHOUSE**

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

EXHIBITOR NAME

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

HERITAGE TRADE SHOW SERVICES  
UPS FREIGHT C/O SUNSET TRANSPORTATION  
4050 CORPORATE CENTER, STE. 300  
NORTH LAS VEGAS, NV 89030

FOR: ANFP 2020



## **IMPORTANT NOTICE REGARDING DIRECT SHIPMENTS**

Please be aware that the Tropicana Las Vegas 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 12:00 p.m., Monday, June 15<sup>th</sup>, 2020. 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<br/>TROPICANA LAS VEGAS<br/>3801 S. LAS VEGAS BLVD.<br/>LAS VEGAS, NV 89109</b></p> <p><b>FOR: ANFP 2020</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  
MONDAY, JUNE 15<sup>TH</sup>, 2020**

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

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

C/O HERITAGE TRADE SHOW SERVICES  
TROPICANA LAS VEGAS  
3801 S. LAS VEGAS BLVD.  
LAS VEGAS, NV 89109  
FOR: ANFP 2020

# HERITAGE

Trade Show Services

**DO NOT DELAY**

**DIRECT SHIPMENT TO  
SHOW SITE**

**MUST NOT ARRIVE BEFORE  
MONDAY, JUNE 15<sup>TH</sup>, 2020**

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

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

C/O HERITAGE TRADE SHOW SERVICES  
TROPICANA LAS VEGAS  
3801 S. LAS VEGAS BLVD.  
LAS VEGAS, NV 89109  
FOR: ANFP 2020

# HERITAGE

Trade Show Services

**DO NOT DELAY**

**DIRECT SHIPMENT TO  
SHOW SITE**

**MUST NOT ARRIVE BEFORE  
MONDAY, JUNE 15<sup>TH</sup>, 2020**

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

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

C/O HERITAGE TRADE SHOW SERVICES  
TROPICANA LAS VEGAS  
3801 S. LAS VEGAS BLVD.  
LAS VEGAS, NV 89109  
FOR: ANFP 2020

# HERITAGE

Trade Show Services

**DO NOT DELAY**

**DIRECT SHIPMENT TO  
SHOW SITE**

**MUST NOT ARRIVE BEFORE  
MONDAY, JUNE 15<sup>TH</sup>, 2020**

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

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

C/O HERITAGE TRADE SHOW SERVICES  
TROPICANA LAS VEGAS  
3801 S. LAS VEGAS BLVD.  
LAS VEGAS, NV 89109  
FOR: ANFP 2020





## 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.**

**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!**

## **UNION JURISDICTION RULES**

Since Work Rules and Union Jurisdictions vary from city to city, we apprise you of the following statements to help you in understanding the Union Requirements in the facility.

### **DECORATOR & CARPENTER JURISDICTION**

It is necessary for all exhibitors to use qualified union personnel for the installation and dismantling of prefabricated exhibits and displays and to install and remove draperies and floor covering. The handling, placing or setting out of merchandise that is to be displayed does not require union labor and may be done by the exhibitor. In addition, the installation or dismantling of an exhibit which does not require the use of hand tools, or more than one person, and can be accomplished within thirty minutes, may be performed by the owner or company representative. Your labor requirements can be ordered on the enclosed Exhibit Labor Order Form.

### **TEAMSTER JURISDICTION**

Our Material Handling Department is responsible for maintaining in and out traffic schedules at the show site. Even local exhibitors should clear all movements of exhibit materials through this department, as we will have priority at the unloading area at all times. Union jurisdiction allows individually hand carried items only and will not permit exhibitors use of dollies, hand trucks or pushcarts. Material Handling Services may be ordered in advance by completing and returning the enclosed Shipping Information and Service Order Form or by ordering on site at the Heritage Service Desk.

### **SAFETY**

Standing on chairs, table or other rental equipment is prohibited. This equipment is not engineered to support your weight. Heritage cannot be responsible for injuries or falls caused by the improper use of this equipment. If assistance is required in assembling your booth, please order labor in the Display Labor section of the Heritage order form and the necessary ladders and/or tools will be provided.

### **NOTE:**

- If you encounter any difficulty with any laborer, or if you are not satisfied with the work performed, please bring this to the attention of the Show Manager at Heritage. Please refrain from voicing complaints directly to craft personnel.
- The person in charge of your exhibit should carefully inspect and sign all work order forms. If there are any questions about any bills, bring the bill to the appropriate Service Desk and discuss it with the person in charge.

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

EMAIL

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.
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

EMAIL

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:

NAME OF CONVENTION ANFP 2020 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.

Table with 3 columns: RATES, DISCOUNTED, STANDARD. Rows include STRAIGHT TIME (8:00 A.M. to 4:30 P.M. Monday through Friday) and OVERTIME (After 4:30 P.M. to 8:00 A.M. Monday through 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.

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.

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.

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 ANFP 2020 BOOTH # \_\_\_\_\_

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

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

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

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

(Print & Sign)

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: \_\_\_\_\_  
\_\_\_\_\_

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

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 ANFP 2020 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

**SIGN SERVICE ORDER FORM**

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**STANDARD SIZE SIGNS**

| QTY               | DISCOUNT PRICE | STANDARD PRICE         | TOTAL |
|-------------------|----------------|------------------------|-------|
| 7"X11" ____@      | 42.50          | 63.75 = \$ ____        |       |
| 7"X44" ____@      | 49.50          | 74.25 = \$ ____        |       |
| 11"X14" ____@     | 52.25          | 78.50 = \$ ____        |       |
| 14"X22" ____@     | 63.75          | 95.50 = \$ ____        |       |
| 14"X44" ____@     | 86.25          | 129.00 = \$ ____       |       |
| 22"X28" ____@     | 86.25          | 129.00 = \$ ____       |       |
| 28"X44" ____@     | 144.50         | 216.75 = \$ ____       |       |
| 40"X60" ____@     | 192.75         | 289.00 = \$ ____       |       |
| Easel             |                |                        |       |
| Back ____@        | 26.50          | 40.00 = \$ ____        |       |
| Sentra ____x____@ | 14.00 sq.ft.   | 21.00 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 \$14.00 = \$ \_\_\_\_\_

- **\$14.00 per sq. ft. (standard price \$21.00)**
- **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**

**8.25% TAX \_\_\_\_\_**  
**TOTAL \_\_\_\_\_**

(PLEASE PRINT) NAME OF CONVENTION ANFP 2020 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**





MAIL OR FAX FORMS WITH PAYMENT TO :

ENCORE EVENT TECHNOLOGIES AT TROPICANA LAS VEGAS

8850 W. Sunset Road 3rd Floor, Las Vegas, Nevada 89148

Ph: (702) 553-2759 Fax: (702) 967-4901 Questions Email:services@encore-us.com



|                                 |   |  |
|---------------------------------|---|--|
| <b>Booth Number:</b>            | To receive advance order rate, Encore Event Technologies must receive your completed order form, with billing information, fourteen (14) days prior to move-in. | <b>EVENT NAME:</b>                     |
| <b>EVENT DATES:</b>             |   | <b>INSTALL LOCATION IN ROOM/BOOTH:</b> |
| <b>EXHIBITING COMPANY NAME:</b> |   |  |
| <b>ONSITE CONTACT:</b>          |   | <b>ON-SITE PHONE:</b>                  |
| <b>ORDERED BY:</b>              |   | <b>EMAIL ADDRESS:</b>                  |

BY SIGNING AND DELIVERING THIS FORM CUSTOMER AGREES TO ALL TERMS AND CONDITIONS ON THIS FORM. PLEASE READ THOROUGHLY FOR ALL INSTRUCTIONS PRIOR TO PLACING ORDER.

## BOOTH LAYOUT FORM

**Instructions:** 1.) Use BOLD lines to indicate the outline of your booth. 2.) Mark different services with separate symbols. 3.) Indicate the scale of the grid, (i.e., 1 square = 1 foot) or indicate the dimensions of your booth. 4.) Mark the adjacent booth numbers or aisle number for reference. 5.) Indicate if your booth will be carpeted and if the cables need to be installed under the carpeting. **NOTE:** Labor is required for all electrical runs under booth carpet.

Booth Carpeting?: \_\_\_\_\_ Cables to be Run Under Carpeting?: \_\_\_\_\_

Back of Booth/Aisle Number: (indicate adjacent Booth) \_\_\_\_\_

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Adjacent Booth #

Adjacent Booth #

Front of Booth/Aisle Number: (indicate adjacent Booth) \_\_\_\_\_



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|                                 |  |  |  |                            |  |
|---------------------------------|--|--|--|----------------------------|--|
| <b>Booth Number:</b>            |  | <b>To receive advanced pricing, Encore Event Technologies must receive your completed order, with billing information, fourteen (14) days prior to show move-in.</b> |  | <b>EVENT NAME:</b>         |  |
| <b>EVENT DATES:</b>             |  |  | <b>INSTALL LOCATION IN ROOM/BOOTH:</b> (Provide floor plan if available) |                            |  |
| <b>EXHIBITING COMPANY NAME:</b> |  |  |  |                            |  |
| <b>BILLING ADDRESS:</b>         |  |  |  |                            |  |
| <b>CITY:</b>                    |  | <b>STATE:</b>  |  | <b>ZIP:</b>                |  |
| <b>TELEPHONE NUMBER:</b>        |  | <b>FAX NUMBER:</b>   |  | <b>ON-SITE CONTACT:</b>    |  |
| <b>ORDERED BY:</b>              |  |  | <b>EMAIL ADDRESS:</b>  |                            |  |
| <b>CREDIT CARD TYPE:</b>        |  | <b>EXP. DATE:</b>  |  | <b>CREDIT CARD NUMBER:</b> |  |
| <b>CARDHOLDERS SIGNATURE:</b>   |  |  | <b>PRINT CARDHOLDERS NAME:</b>   |                            |  |

BY SIGNING AND DELIVERING THIS FORM CUSTOMER AGREES TO ALL TERMS AND CONDITIONS ON THIS FORM. PLEASE READ THOROUGHLY FOR ALL INSTRUCTIONS PRIOR TO PLACING ORDER. **NO CHECKS ACCEPTED**

### BOOTH LIGHTING SERVICES FORM

Encore Event Technologies, its contractors, and subcontractors are not responsible for voltage fluctuation or power failure due to temporary conditions or loose connections. For your protection, you should install a surge protector under/over voltage protector on your computer(s) and/or other equipment you deem necessary. Encore Electrical should make installation of all electrical service. Encore will not be responsible for any damaged or lost equipment, component computer hardware or software and/or any damage or injury to any person, caused by the installation, connection, or plugging into any electrical by persons other than our personnel.

|   |   |   |
|---|---|---|
| Please call for additional services that are not listed on this order form, or for custom quotes for large orders | NO REFUNDS ONCE SERVICE INSTALLATION BEGINS | Installation cannot begin until order is finalized and payment method has been received |
|---|---|---|

**20% Discount if order received 15 days prior to exhibitor move-in, excluding labor**

| Lighting Package Description                              | STANDARD PRICING |  | QUANTITY | SUBTOTAL |
|---|------------------|--|----------|----------|
| Booth Lighting Package #2<br>4' Track with two fixtures   | \$297.00         |  |          |          |
| Booth Lighting Package #3<br>4' Track with three fixtures | \$374.00         |  |          |          |
| Booth Lighting Package #4<br>4' Track with four fixtures  | \$440.00         |  |          |          |
| Additional MR16 Lights                                    | \$93.50          |  |          |          |
| 75 Watt Flood Light on Stanchion Pole                     | \$165.00         |  |          |          |
| Double Flood Light on Stanchion Pole                      | \$297.00         |  |          |          |

**ALL LIGHTING PACKAGES INCLUDE POWER FOR THE LIGHTS**

PRICING IS VALID FOR EVENT SHOW HOURS

**ALL ELECTRICAL MATERIALS & OUTLETS WILL REQUIRE A 15% SERVICE FEE**

**15% SERVICE FEE**

|   |                                    |  |
|---|------------------------------------|--|
| <b>ALL LIGHTING ORDERS &amp; ISLAND BOOTHS REQUIRE ELECTRICAL LABOR</b> | <b>MATERIAL AND SERVICES TOTAL</b> |  |
| LABOR RATES: STRAIGHT TIME - \$125.00 OVERTIME - \$250.00               | <b>LABOR TOTAL</b>                 |  |
| MINIMUM 1/2 HOUR TOTAL LABOR CHARGE FOR INSTALL AND DISMANTLE           | <b>GRAND TOTAL</b>                 |  |

LABOR: Labor between the hours of 8:00am and 5:00pm, Monday through Friday will be at the straight time labor rate. Labor before 8:00am and after 5:00pm, Monday through Friday and all Saturdays, Sundays and Holidays will be at the overtime rate. A minimum charge per booth on one hour for installation will apply to all booths requiring labor. Labor to disconnect will be based on one-half of the installation time and will be automatically applied to your invoice. A scaled floor plan is needed in order to proceed for orders with multiple outlet locations and/or island booths.

Setup/Disconnect Labor dates/times are based on the load-in schedule (and space availability) for your event. Encore does not control the event schedule for your event and therefore cannot control if setup/disconnect is during straight time or overtime hours.

**ELECTRICAL IS AN EXCLUSIVE OF TROPICANA LAS VEGAS**

Prices Subject to change without Notice

Rev 5/01/2019

## Terms and Conditions:

- 1.) Acceptance of terms: Client expressly acknowledges by receipt of services and/or products delivered by Encore Event Technologies to Client or its designee, to the terms and conditions herein contained.
- 2.) If an uninterrupted power supply is required for the full duration of the show, please order 24 hour power. An example would include a computer server that cannot be powered down overnight and/or other equipment that must remain on throughout the show.
- 3.) A scaled floor plan is required for orders with multiple outlet locations and/or island booths. If a power location in an island booth is not provided prior to show move-in, a location will be determined by Encore in order to maintain deliver schedules. Relocation of the service will be charged on a time and material basis.
- 4.) Encore Event Technologies reserves the right to disconnect any equipment that is found to be causing overall electrical problems without offering any refunds for services that have been disconnected.
- 5.) Client agrees not to share, resell, extend, bridge or otherwise misuse Encore Event Technologies connections and/or services. Encore Event Technologies reserves the right to disconnect any client found to have violated this usage agreement.
- 6.) Outlet prices for 120 Volt power include delivery of the service to one location at the rear of your booth. If you require outlets in other locations, have lights or electrical items to hang or erect, or have other electrical requirements, additional electrical labor will be required. Specific service location is defined as the area in the booth/room designated by the client.
- 7.) Encore Event Technologies is not responsible for cable and/or equipment provided by the client or any third party.
- 8.) Modification: This agreement shall not be amended by the parties except by written instrument signed by both parties.
- 9.) Choice of Law: This agreement shall be governed by, and construed in accordance with, the laws of the State of Nevada. In event of litigation, the place of venue shall be in the county of Clark in the State of Nevada.
- 10.) Entire Agreement: This agreement contains the entire understanding and agreements between the parties hereto the within subject matter, and there are no representations, agreements, or understandings, oral or written, between and among the parties hereto relating to the subject matter of this agreement which are not fully expressed herein.
- 11.) Facsimile Signatures: Signatures sent/received via facsimile shall be considered as originals, and as such are valid signatures.
- 12.) Equipment Responsibility: Client fully understands and accepts complete responsibility for all equipment leased to Client. Such responsibility shall include, but not be limited to, damage, any necessary repairs, replacement of equipment not capable of being repaired to a fully functional status, loss of equipment, loss of income, and all other forms of loss or damage. All equipment, accessories, cables, knobs, switches and cases are included in equipment responsibility.
- 13.) Equipment procedures: a) Exhibitors will be responsible for the protection of any equipment rented from Encore Event Technologies and will ensure that all equipment is returned to Encore Event Technologies. Encore Event Technologies reserves the right to charge the customer for any lost equipment. b) Rental equipment provided by Encore Event Technologies for this order will remain the property of Encore Event Technologies. c) Only Encore Event Technologies personnel are authorized to modify system wiring or cabling within the facility. d) All equipment must comply with F.C.C. Regulations.
- 14.) Cancellation Policy: A 10% fee will be applied to orders canceled between the date the order is placed, and the install date. NO REFUNDS OR CREDITS for orders cancelled after installation has begun.
- 15.) Claims will not be considered, or adjustments made, unless filed in writing, by Exhibitor, prior to the close of the event.
- 16.) Encore Event Technologies does not provide an expressed or implied warranty for the equipment and services provided, including no warrant of fitness for particular purpose or merchantability. Part of the Agreement with Encore Event Technologies is a limitation of liability so that Client's sole remedy or recourse against Encore Event Technologies shall be the return of the price that the Client paid for services and/or equipment rental, regardless of type, nature or basis for the claim. Encore Event Technologies shall have no liability whatsoever for personal injury, property damage, business loss, business interruption, consequential or punitive damages.

**AUTHORIZED SIGNATURE:**

**ENCORE®**

BY SIGNING AND DELIVERING THIS FORM CUSTOMER AGREES TO ALL TERMS AND CONDITIONS ASSOCIATED WITH THIS FORM. PLEASE READ THOROUGHLY FOR ALL INSTRUCTIONS PRIOR TO PLACING ORDER.

rev. 5/01/2019



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Ph: (702) 553-2759 Fax: (702) 967-4901 Questions Email:services@encore-us.com

|                                 |  |  |   |                    |  |
|---------------------------------|--|--|---|--------------------|--|
| <b>Booth Number:</b>            |  | <b>To receive advanced pricing, Encore Event Technologies must receive your completed order, with billing information, fourteen (14) days prior to show move-in.</b> |   | <b>EVENT NAME:</b> |  |
| EVENT DATES:                    |  |  | INSTALL LOCATION IN ROOM/BOOTH: (Provide floor plan if available) |                    |  |
| EXHIBITING COMPANY NAME:        |  |  |   |                    |  |
| BILLING ADDRESS OF CREDIT CARD: |  |  |   |                    |  |
| CITY:                           |  | STATE:   |   | ZIP:               |  |
| TELEPHONE NUMBER:               |  | FAX NUMBER:  |   | ON-SITE CONTACT:   |  |
| ORDERED BY:                     |  |  | EMAIL ADDRESS:  |                    |  |
| CREDIT CARD TYPE:               |  | CREDIT CARD NUMBER:  |   | EXP. DATE:         |  |
| CARDHOLDERS SIGNATURE:          |  |  | PRINT CARDHOLDERS NAME:   |                    |  |

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|   |   |   |
|---|---|---|
| Please call for additional services that are not listed on this order form, or for custom quotes for large orders | NO REFUNDS ONCE SERVICE INSTALLATION BEGINS | Installation cannot begin until order is finalized and payment method has been received |
|---|---|---|

**20% Discount if order received 15 days prior to exhibitor move-in, excluding labor**

| ELECTRICAL SERVICES                            | STANDARD ORDER RATE | QUANTITY | SUBTOTAL |
|--|---------------------|----------|----------|
| 120 VOLTS - 500 WATTS OR 5 AMPS                | \$151               |          |          |
| 120 VOLTS - 1000 WATTS OR 10 AMPS              | \$245               |          |          |
| 120 VOLTS - 2000 WATTS OR 20 AMPS              | \$352               |          |          |
| 208 VOLTS SINGLE PHASE - 2000 WATTS OR 20 AMPS | \$655               |          |          |
| ELECTRICAL MATERIALS                           | STANDARD ORDER RATE | QUANTITY |          |
| 6' OUTLET PLUG STRIP                           | \$33                |          |          |
| 25' EXTENSION CORD                             | \$33                |          |          |

**PLEASE SUBMIT A FLOOR PLAN FOR ALL ISLAND BOOTHS AND UNDER CARPET ELECTRICAL RUNS**

| ADDITIONAL ELECTRICAL SERVICES  | STANDARD ORDER RATE | QUANTITY |  |
|---------------------------------|---------------------|----------|--|
| 208 VOLTS SINGLE PHASE 30 AMPS  | \$670               |          |  |
| 208 VOLTS SINGLE PHASE 60 AMPS  | \$1,035             |          |  |
| 208 VOLTS SINGLE PHASE 100 AMPS | \$1,625             |          |  |

**SUBTOTAL**

PRICING IS VALID FOR EVENT SHOW HOURS

**ALL ELECTRICAL MATERIALS & SERVICES WILL REQUIRE A 15% SERVICE FEE** | 15% SERVICE FEE

**ALL ISLAND BOOTHS AND ADDITIONAL SERVICES REQUIRE ELECTRICAL LABOR**

**MATERIAL AND SERVICES TOTAL**

|   |                    |
|---|--------------------|
| LABOR RATES: STRAIGHT TIME - \$125.00 OVERTIME - \$250.00         | LABOR TOTAL        |
| MINIMUM 1 HOUR LABOR INSTALL AND MINIMUM 1/2 HOUR LABOR DISMANTLE | <b>GRAND TOTAL</b> |

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Rev 5/01/2019

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- 10.) Entire Agreement: This agreement contains the entire understanding and agreements between the parties hereto the within subject matter, and there are no representations, agreements, or understandings, oral or written, between and among the parties hereto relating to the subject matter of this agreement which are not fully expressed herein.
- 11.) Facsimile Signatures: Signatures sent/received via facsimile shall be considered as originals, and as such are valid signatures.
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- 14.) Cancellation Policy: A 10% fee will be applied to orders canceled between the date the order is placed, and the install date. NO REFUNDS OR CREDITS for orders cancelled after installation has begun.
- 15.) Claims will not be considered, or adjustments made, unless filed in writing, by Exhibitor, prior to the close of the event.
- 16.) Encore Event Technologies does not provide an expressed or implied warranty for the equipment and services provided, including no warrant of fitness for particular purpose or merchantability. Part of the Agreement with Encore Event Technologies is a limitation of liability so that Client's sole remedy or recourse against Encore Event Technologies shall be the return of the price that the Client paid for services and/or equipment rental, regardless of type, nature or basis for the claim. Encore Event Technologies shall have no liability whatsoever for personal injury, property damage, business loss, business interruption, consequential or punitive damages.

AUTHORIZED SIGNATURE:

The logo for Encore Event Technologies, featuring the word "ENCORE" in a bold, stylized, black font. The letters are thick and blocky, with a registered trademark symbol (®) at the top right of the letter "E".

BY SIGNING AND DELIVERING THIS FORM CUSTOMER AGREES TO ALL TERMS AND CONDITIONS ASSOCIATED WITH THIS FORM. PLEASE READ THOROUGHLY FOR ALL INSTRUCTIONS PRIOR TO PLACING ORDER.

rev. 5/01/2019



## Client/ Exhibitor Information

### Exhibitor Price Guide

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

Exhibiting Company Address: \_\_\_\_\_

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

Country \_\_\_\_\_ Ordered by \_\_\_\_\_

Phone ( \_\_\_\_\_ ) \_\_\_\_\_ Ext \_\_\_\_\_ Fax ( \_\_\_\_\_ ) \_\_\_\_\_

Email \_\_\_\_\_ Event Name \_\_\_\_\_

Room # \_\_\_\_\_ On-Site Contact \_\_\_\_\_ BEO/REF# \_\_\_\_\_

Deliver Date \_\_\_\_\_ Time \_\_\_\_\_

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

### EXHIBITOR CREDIT CARD AUTHORIZATION

Type of Card  Visa  Mastercard  AmEx  Discover

Credit Card Account # \_\_\_\_\_ Expiration: Month \_\_\_\_\_ Year \_\_\_\_\_

Vcode\* \_\_\_\_\_ Card Holder Name \_\_\_\_\_

\* 3 digit number on back of Visa, MC and Discover or 4 digit number on front of AmEx card.

The undersigned has read and agrees to all of the terms and conditions, and labor rates of this rental agreement. The undersigned authorizes Encore to charge the above listed credit card for the equipment, labor and/ or services detailed in this agreement, and for any client approved add-ons and change orders.

Your Order Total \_\_\_\_\_ Digital Signature \_\_\_\_\_



# AV Pricing

## Exhibitor Price Guide

### Video Components

#### MONITORS

| Qty | Days | Price    | Total |
|-----|------|----------|-------|
|     |      | \$525.00 |       |
|     |      | \$450.00 |       |
|     |      | \$300.00 |       |
|     |      | \$120.00 |       |

#### PLAYERS/ RECORDERS

|            |  |         |  |
|------------|--|---------|--|
| DVD Player |  | \$70.00 |  |
|------------|--|---------|--|

#### PROJECTORS

|                       |  |            |  |
|-----------------------|--|------------|--|
| 4K LCD Projector      |  | \$520.00   |  |
| 5K LCD Projector      |  | \$790.00   |  |
| 7K LCD Projector      |  | \$1,030.00 |  |
| LCD Accessory Package |  | \$79.00    |  |

### Audio Components

#### MICROPHONES

UHF Wireless Microphoning System  Handheld  Headset  Lavalier

|                  |  |         |  |
|------------------|--|---------|--|
| Wired Microphone |  | \$37.00 |  |
|------------------|--|---------|--|

#### MIXERS & ACCESSORIES

|                              |  |          |  |
|------------------------------|--|----------|--|
| 12 Channel Mixer             |  | \$170.00 |  |
| 2 Speaker Audio System       |  | \$415.00 |  |
| 4 Speaker Audio System       |  | \$625.00 |  |
| Compact Disc Player (5 Disc) |  | \$65.00  |  |
| Audio Patch Fee              |  | \$53.00  |  |
| Laptop Audio                 |  | \$32.00  |  |

#### Labor

|        |  |             |  |
|--------|--|-------------|--|
| Rigger |  | \$97.00/hr. |  |
|--------|--|-------------|--|

#### CANCELLATION

Lessee is responsible for the full contract price on cancellations made less than 72 hours prior to delivery. If written cancellation received more than 72 hours prior to delivery, Lessee is responsible for 50% of the contract price, plus any costs expended by Encore on Lessee's behalf. Prices are effective January 2015 and are subject to change without notice. Prices reflect daily rates unless otherwise noted. To ensure availability, please reserve equipment 30 days in advance. Premium charges may apply to orders placed within 48 hours of meeting date.

### Screens

#### TRIPOD SCREEN PACKAGES & ACCESSORIES

##### 6'X6' Screen Package

6'x6' Screen, 32" Draped Cart, Power Strip and 25' Extension Cord

| Qty | Days | Price    | Total |
|-----|------|----------|-------|
|     |      | \$127.00 |       |

##### 8'X8' Screen Package

8'x8' Screen, 32" Draped Cart, Power Strip and 25' Extension Cord

|  |  |          |  |
|--|--|----------|--|
|  |  | \$135.00 |  |
|--|--|----------|--|

6'x6' Tripod Screen

|  |  |         |  |
|--|--|---------|--|
|  |  | \$42.00 |  |
|--|--|---------|--|

8'x8' Tripod Screen

|  |  |         |  |
|--|--|---------|--|
|  |  | \$42.00 |  |
|--|--|---------|--|

10'x10' Cradle Base

|  |  |         |  |
|--|--|---------|--|
|  |  | \$70.00 |  |
|--|--|---------|--|

#### FASTFOLD SCREENS

7.5'x13' & LCD Cart Package

|  |  |          |  |
|--|--|----------|--|
|  |  | \$514.00 |  |
|--|--|----------|--|

9'x12' & LCD Cart Package

|  |  |          |  |
|--|--|----------|--|
|  |  | \$275.00 |  |
|--|--|----------|--|

9'x16' & LCD Cart Package

|  |  |          |  |
|--|--|----------|--|
|  |  | \$604.00 |  |
|--|--|----------|--|

10.5'x14' & LCD Cart Package

|  |  |          |  |
|--|--|----------|--|
|  |  | \$344.00 |  |
|--|--|----------|--|

### A/V Accessories

#### MISCELLANEOUS

Flipchart w/ Pad & Markers

|  |  |         |  |
|--|--|---------|--|
|  |  | \$72.00 |  |
|--|--|---------|--|

Flipchart w/ 3M Pad & Markers

|  |  |         |  |
|--|--|---------|--|
|  |  | \$90.00 |  |
|--|--|---------|--|

Wireless Mouse

|  |  |         |  |
|--|--|---------|--|
|  |  | \$55.00 |  |
|--|--|---------|--|

AC Cord

|  |  |         |  |
|--|--|---------|--|
|  |  | \$25.00 |  |
|--|--|---------|--|

Executive Power Strip w/ USB Hub

|  |  |         |  |
|--|--|---------|--|
|  |  | \$30.00 |  |
|--|--|---------|--|

#### RIGGING

Rigging Points (weekly rate)

|  |  |                  |  |
|--|--|------------------|--|
|  |  | Call for details |  |
|--|--|------------------|--|

45' Boom Lift

|  |  |          |  |
|--|--|----------|--|
|  |  | \$500.00 |  |
|--|--|----------|--|

20' Scissor Lift

|  |  |          |  |
|--|--|----------|--|
|  |  | \$265.00 |  |
|--|--|----------|--|

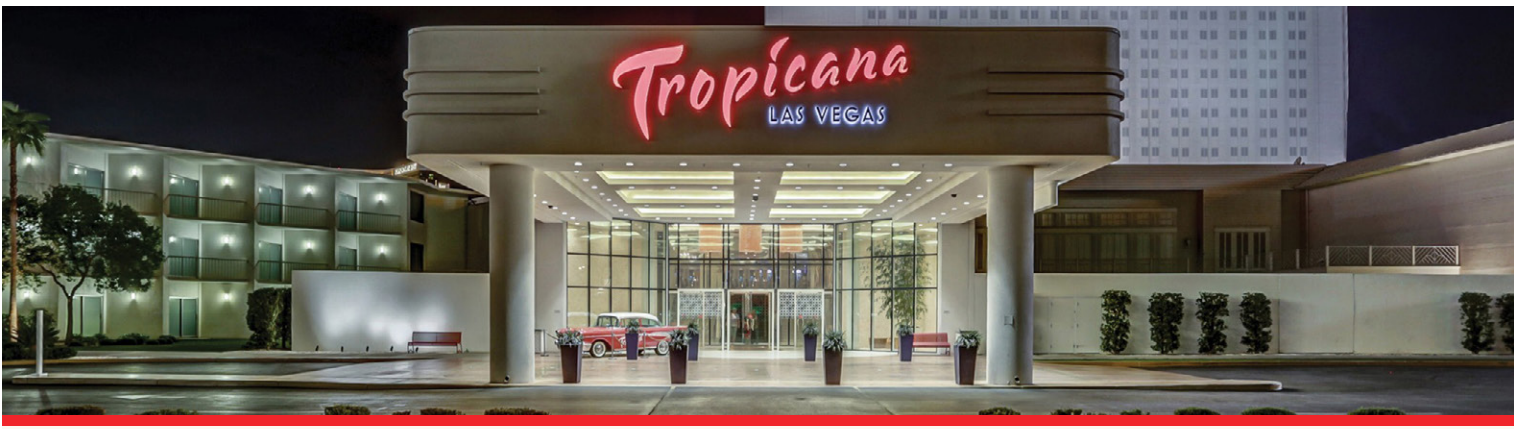
#### DRAPE

22'x10' Black Drape (add. labor)

|  |  |          |  |
|--|--|----------|--|
|  |  | \$190.00 |  |
|--|--|----------|--|

### Your Order Totals

|   |  |
|---|--|
| Services/ Equipment/ Labor Total                        |  |
| Delivery/ Basic Installation/ Pick-up                   |  |
| 21% of Order Subtotal (\$20 Minimum Charge)             |  |
| Additional Hourly Labor/ Facility/ Handling if required |  |
| TOTAL   |  |



# Terms and Conditions

## Exhibitor Price Guide

### 1. PAYMENT TERMS

Lessee agrees to pay Encore Event Technologies (hereinafter "Encore") all charges indicated on this Rental Contract which includes these Terms and Conditions and any equipment that is rented pursuant to the terms set forth herein (the "Equipment") or labor overages. Payment is due and payable in full upon signing this Rental Contract unless otherwise negotiated and agreed to in writing on a Commencement of Work document.

### 2. ESTIMATES

In connection with this Rental Contract or any contract entered into between Encore and Lessee, any estimate provided to Lessee in connection with the expected labor hours and number of days the Equipment is solely an estimate. In the event that the actual hours, actual quantities of Equipment rented hereunder or actual days the Equipment is rented is greater than the amount indicated in any proposal, Lessee will be charged for those overages at Encore's standard rates less any applicable discounts.

### 3. DAMAGE WAIVER

All Equipment has been inspected upon delivery and Lessee acknowledges and warrants that all Equipment was received in good and working order. Lessee agrees to pay for any and all damages on account of lost, damaged or stolen equipment and/or loss caused by Lessee's accident, misuse or neglect. Should the Equipment listed on this Rental Contract malfunction for any reason and at no fault of Lessee, Encore will only be responsible for the repair of listed Equipment but WILL NOT be held responsible for any damages or loss caused as a result of the Equipment malfunctioning.

### 4. SUBLEASE

With the prior written consent of Encore, Lessee shall have the right to sublease the Equipment and, in the event of a sublease, Lessee shall be fully responsible for all insurance on, repair and replacement of, and reclamation of the Equipment. Encore reserves the right to replace the Equipment at Lessee's expense at full retail value if the subleased Equipment is lost, damaged or untimely returned.

### 5. TITLE

The parties intend to create a rental agreement and the relationship of lessor and lessee between themselves. The terms set forth herein shall not be construed or interpreted to create or imply the existence of a finance lease or installment lease or sales contract. Title to the Equipment shall at all times be vested in Encore, and no right, title or interest in the Equipment shall pass to Lessee other than the use of the Equipment for the rental period as agreed to by the parties, which right is conditioned upon Lessee's compliance with this Rental Contract.

### 6. SURRENDER / EQUIPMENT HANDLING

On the expiration or earlier termination of this Rental Contract, Lessee shall return the Equipment in good repair, condition and working order, subject only to reasonable wear and tear. All Equipment must be handled by Encore personnel only. Equipment may not be moved, stored, or serviced by Lessee or any other party. Lessee may not operate the Equipment unless authorized by Encore. Lessee agrees that Encore shall have the right to enter the premises where the Equipment is located and shall have access to the Equipment at all times.

### 7. CANCELLATION

Unless otherwise negotiated or agreed to in writing on a Commencement of Work Document, the following monies shall be payable by Lessee to Encore in the event of cancellation prior to the expiration of the rental period set forth on this Rental Contract: (1) if cancellation is made by Lessee more than seventy-two (72) hours prior to the scheduled performance then said expenses paid by Encore on Lessee's behalf (including contractual obligations) plus fifty percent (50%) of the fee shall be charged to and immediately paid by Lessee to Encore; or (2) if cancellation is made within seventy-two (72) hours, full rental contract price for the entire duration set forth on this Rental Contract is due and payable.

### 8. DEFAULT

If Lessee fails to pay rent or otherwise fails to observe, keep or perform any provision of this Rental Contract, or if Lessee should enter into voluntary or involuntary bankruptcy or receivership or other legal impediment which could impair the Equipment, Encore shall have the right to:

- (a) Enter Lessee's premises and reclaim the Equipment at Lessee's premises or at site of any subleases without demand or notice to Lessee or court order or other processes of law, and declare the entire amount of rent immediately due and payable without demand or notice to Lessee. Lessee waives any damages occasioned by such reclamation. Any reclamation shall not constitute a termination of this Rental Contract unless Encore expressly notifies Lessee in writing;
- (b) Sue to recover all rents and any other amounts owed or accruing to Encore;
- (c) Terminate this Rental Contract as to any or all items of Equipment; and/or
- (d) Exercise any other remedy at law or equity.

All such remedies are cumulative and may be exercised concurrently or separately. The exercise of any remedy shall not release Lessee from this Rental Contract and Lessee shall remain liable for the full performance of all obligations to be performed by Lessee under this Rental Contract.

### 9. CREDIT TERMS

All open accounts require prior credit approval. Should collection under the terms of this Rental Contract commence, Lessee agrees to pay all collection costs which include, but are not limited to, Equipment recovery costs, storage charges, attorneys' fees and court costs.

### 10. CHOICE OF LAW AND VENUE

The interpretation and effect of this Rental Contract and the related agreements shall be governed by and construed in accordance with the internal laws (as opposed to the conflicts of law provisions) of the State of Nevada. Any litigation arising out of or related to this Rental Contract shall be instituted and prosecuted only in the appropriate state or federal court situated in Clark County, Nevada. The parties submit to the exclusive jurisdiction and venue of such courts for purposes of any such action and the enforcement of any judgment or order arising therefrom. Each party waives any right to a change of venue and any and all objections to the jurisdiction of the state and federal courts located in Clark County, Nevada.

### 11. ATTORNEY'S FEES

In the event either party, institutes any action arising out of, related to, or for the breach of, this Rental Contract, the prevailing party shall be awarded reasonable attorneys' fees and costs.

### 12. CONDITION OF EQUIPMENT

Encore maintains and services the Equipment in accordance with manufacturers' specifications and industry practice. Encore does not, however, warrant or guarantee that the Equipment or services being provided will be free of defect, malfunction or operator error. If the Equipment malfunctions or does not operate properly during the event for any reason whatsoever, Lessee agrees to immediately notify Encore's on-site representative. Encore will attempt to remedy the problem as soon as possible so that the event is not interrupted. Lessee agrees and acknowledges that Encore assumes no responsibility for any loss, cost, damage or injury to persons or property in connection or as a result of inoperable Equipment or otherwise.

### 13. LIMITATION OF LIABILITY AND INSURANCE

Lessee agrees to defend, indemnify and hold Encore and its officers, directors, employees, successors and assigns harmless from any and all claims arising out of any violation of any law, rule, regulation or order, and from any and all claims or liabilities for loss, damages or injury to persons or property of whatever kind or nature arising from the use or operation of the Equipment, or from the negligence or carelessness of the agents or employees of Lessee. Additionally, Encore shall not be liable for any special or consequential damages including lost profits arising relating to the Equipment, the services or this Rental Contract. Lessee shall notify Encore promptly of any accident involving the Equipment. Lessee shall obtain contractual insurance in connection with this Rental Contract and pursuant to this paragraph, in an amount satisfactory to Encore and provide proof of such insurance upon request of Encore.

### 14. SEVERABILITY

In the event that any provision of this Rental Contract shall be unenforceable or inoperative as a matter of law, the remaining provisions shall remain in full force and effect and be construed as though such unenforceable or inoperative provisions had never been a part of hereof.

### 15. CONSTRUCTION CLAUSE

For the purpose of interpretation, the language in this Rental Contract shall be deemed to be the language of both parties and neither party shall be deemed to be the drafting party.

### 1.6 SURVIVAL

All provisions of this Rental Contract related to indemnification, disclaimers and limitations on liability and all other obligations of the parties that arise in connection with Lessee's rental of Equipment from Encore shall survive the termination of the rental of such Equipment.

### 17. ENTIRE AGREEMENT

This Rental Contract incorporates by reference any attached Schedules, Contract, and Commencement of Work, related to this rental order, and contains the parties' entire understanding and may not be modified except in written form signed by both parties.





## Audio/ Visual

### Exhibitor Order Form

#### Information

Event Name \_\_\_\_\_ Company \_\_\_\_\_ Billing Name \_\_\_\_\_

Billing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone \_\_\_\_\_

Fax \_\_\_\_\_ Email \_\_\_\_\_ Room/Booth \_\_\_\_\_

Load In Date \_\_\_\_\_ Time \_\_\_\_\_ Load Out Date \_\_\_\_\_ Time \_\_\_\_\_

Onsite Contact \_\_\_\_\_ Onsite Contact Phone # \_\_\_\_\_

Authorized Signature \_\_\_\_\_ Print Name \_\_\_\_\_ Date \_\_\_\_\_

Technician Signature \_\_\_\_\_ Print Name \_\_\_\_\_

#### Credit Card Authorization

Type of Card  Visa  Mastercard  AmEx  Discover Credit Card Account # \_\_\_\_\_

Expiration: Month \_\_\_\_\_ Year \_\_\_\_\_ Security code\* \_\_\_\_\_ \* 3 digit number on back of Visa, MC & Discover. 4 digit number on front of AmEx card.

Card Holder Name \_\_\_\_\_ Cardholder Signature \_\_\_\_\_

**BY SIGNING AND DELIVERING THIS FORM CUSTOMER AGREES TO ALL TERMS AND CONDITIONS ON THIS FORM. PLEASE READ THIS FORM CAREFULLY PRIOR TO PLACING ORDER.**

To receive PRE SHOW rates Encore must receive your order, with credit card information, no later than 14 days prior to show opening an official estimate will be emailed to you for your approval. All other orders will be processed at the LATE ORDER rate.

#### Video Components

##### VIDEO EQUIPMENT

|  | Qty | Days | Preshow    | Late Order | Total |
|--|-----|------|------------|------------|-------|
| 22" LCD Monitor HD (16:9)                  |     |      | \$120.00   | \$148.00   |       |
| 32" LCD HD (16:9)                          |     |      | \$300.00   | \$360.00   |       |
| 42" Plasma (16:9)                          |     |      | \$400.00   | \$480.00   |       |
| 50" Plasma (16:9)                          |     |      | \$525.00   | \$605.00   |       |
| 61" Plasma (16:9)                          |     |      | \$1,260.00 | \$1,512.00 |       |
| 6' Plasma Stand<br>(For 42"-50" & 32" LCD) |     |      | \$80.00    | \$96.00    |       |
| DVD Player                                 |     |      | \$80.00    | \$96.00    |       |
| Blu-ray Player                             |     |      | \$105.00   | \$126.00   |       |
| LCD Projector 3,000 Lumens                 |     |      | \$395.00   | \$474.00   |       |
| LCD Projector 6,000 Lumens                 |     |      | \$660.00   | \$792.00   |       |
| Flipchart Package                          |     |      | \$50.00    | \$70.00    |       |

##### COMPUTER EQUIPMENT

|                             |  |  |                  |          |  |
|-----------------------------|--|--|------------------|----------|--|
| 19" LCD Monitor             |  |  | \$120.00         | \$150.00 |  |
| Laptop Computer             |  |  | \$200.00/per day |          |  |
| Wireless Presentation Mouse |  |  | \$50.00          | \$60.00  |  |

##### SCREENS

|                |  |  |          |          |  |
|----------------|--|--|----------|----------|--|
| Tripod 6'x6'   |  |  | \$90.00  | \$120.00 |  |
| Tripod 8'x8'   |  |  | \$90.00  | \$120.00 |  |
| Tripod 10'x10' |  |  | \$125.00 | \$150.00 |  |

##### CANCELLATION

Written cancellation of ordered equipment and services must be received 72 hours prior to delivery. Failure to do so will result in a 100% charge to your credit card. Prices are effective January 1, 2014 and are subject to change without notice.

**RIGGING, HOUSE SOUND AND ELECTRICAL SERVICES ARE AN EXCLUSIVE SERVICE OF TROPICANA LAS VEGAS**

#### Rigging & Staging

##### RIGGING & STAGING

|                           | Qty | Days | Preshow  | Late Order | Total |
|---------------------------|-----|------|----------|------------|-------|
| Motors (Per Week)         |     |      | \$160.00 | \$192.00   |       |
| Rigging Points (Per Week) |     |      | \$70.00  | \$84.00    |       |
| Banner Hanging (Per Week) |     |      | \$100.00 | \$120.00   |       |

##### LABOR

All rigging is subject to at least 2 riggers @ \$97.00/hr with a 4 hour minimum.

|  | Rate         | Hrs | Total |
|--|--------------|-----|-------|
|  | \$97.00/hr x |     |       |

Contact us for labor terms and conditions.

##### AUDIO EQUIPMENT

|   | Qty | Wkly | Preshow  | Late Order | Total |
|---|-----|------|----------|------------|-------|
| UHF Combo (Check One)<br><input type="radio"/> HH <input type="radio"/> LAV |     |      | \$135.00 | \$162.00   |       |
| Wired Microphone  |     |      | \$45.00  | \$54.00    |       |
| Sm Powered Speaker  |     |      | \$50.00  | \$60.00    |       |
| Lg Powered Speaker  |     |      | \$100.00 | \$120.00   |       |
| Direct Box for Computer Audio   |     |      | \$30.00  | \$36.00    |       |
| 12 Channel Mixer  |     |      | \$160.00 | \$192.00   |       |
| CD Player   |     |      | \$65.00  | \$78.00    |       |

#### Your Order Totals

|   |  |        |
|---|--|--------|
| TOTAL EQUIPMENT CHARGES                                   |  |        |
| Labor estimate will be provided in Encore's written quote |  | XXXXXX |
| 21% Equipment Service Charge (\$20 minimum)               |  |        |
| Estimated TOTAL   |  |        |

\* Prices reflect daily rates unless otherwise noted. PLEASE FAX COMPLETED FORM TO 702-739-2324

## Exhibit Hall Fire Regulations

The information contained in this brief outline does not by any means cover completely the ordinances and regulations contained in the local Fire Prevention Code.

The following are basic rules governing concessions, exhibits, and shows in any building open to the public:

1. All curtains, drapes and decorations must be constructed of flameproof material, or treated with an approved flameproofing solution. (Treatment shall be renewed as often as may be necessary to maintain the flameproofing effect.)
2. No combustible materials, merchandise or signs shall be attached to, hung from, or draped over flameproofed side and rear divider draperies of booths or attached to table skirting facing aisles, unless flameproofed.
3. All exits, hallways and aisles leading from buildings or tents are to be kept clear and unobstructed at all times.
4. No exit door shall be locked, bolted or otherwise fastened or obstructed at any time an exhibit building is open to the public. Moreover, it shall be unlawful to obstruct, or reduce in any manner, the clear width of any doorway, hallway, passageway or other means of egress. Additionally, all required exits shall be so located as to be discernible and accessible with unobstructed access thereto.
5. Access through turnstiles, gates, rails or similar devices shall not be permitted unless such a device is equipped to swing readily in the direction of exit travel under a total force of not more than 15 pounds and/or prior approval of the Fire Marshal.
6. All sawdust, shavings, hay and straw shall be flameproofed, stored and maintained in a manner approved by the Fire Marshal.
7. Automobiles, trucks, tractors, machinery and other motor vehicles utilizing flammable fuels, which are placed on display inside any building shall have no more than two (2) gallons of fuel in the tank; all fuel tanks shall be locked or effectively sealed and battery cables shall be disconnected from the ignition system. Ignition keys for vehicles on display shall be kept by a responsible person at the display location for removal of such vehicles from the building in the event of an emergency.
8. There shall not be any gasoline powered forklifts or carts allowed in a place of assembly. Exceptions: Propane or electric vehicles are allowed.
9. The use of liquefied petroleum gases inside buildings, tents or other areas is strictly prohibited, except for demonstration purposes when approved by the Fire Marshal. Maximum LPG allowed for exhibition purposes is a six (6) pound cylinder.
10. "No Smoking by Order of Fire Marshal" signs shall be posted and maintained in areas designated by the Fire Marshal.
11. Provide for daily removal and disposal of trash and rubbish from buildings and tents.
12. All electrical wiring shall be installed in a manner approved by the City Chief Electrical Inspector.
13. Provide and maintain approved fire extinguishing equipment in all areas as designated by the Fire Marshal.
14. All standpipe and hose cabinets shall be kept clear and unobstructed at all times.
15. All appliances fired by natural gas shall be approved by the City Chief Mechanical Inspector and Fire Marshal before being used.
16. The use of welding and cutting equipment for demonstration purposes must be by permit from the Fire Marshal.
17. Cylinders of compressed gases are prohibited unless approved by the Fire Marshal, and shall be secured in a vertical or horizontal positions depending on the tank use and design.
18. The operator or the person in charge of operation or use of any place of assembly or education shall check egress facilities before such building is occupied for any use. If such inspection reveals that any element of the required means of egress is obstructed, inaccessible, locked, fastened or otherwise unsuited for immediate use, admittance to the building shall not be permitted until necessary corrective action has been completed.

19. There shall not be any obstructions blocking exit doors from the outside of any building such as autos parked in doorways or barricades across sidewalks.
20. No curtains, drapes or decorations shall be hung in such a manner as to cover any exit signs.
21. No vehicles shall be parked in fire lanes outside of buildings.
22. No flammable liquids shall be used or admitted inside of buildings except by approval of the Fire Marshal.
23. Artificial lighting such as lanterns and candles are prohibited.
24. The use of all gas-fired heating units, either portable or stationary, shall meet the approval of the City Chief Mechanical Inspector and the Fire Marshal. The use of the so-called "salamander" stove is strictly prohibited.
25. All cooking appliances shall be equipped with ventilating hoods and equipment as deemed necessary by the Fire Marshal, but in any instance such equipment shall be installed in accordance with provision of the City Building and Fire Codes.  
  
However, countertop fryers not exceeding 15 lbs. of oil may be used without the necessary ventilating hood and surface protection requirements. Additionally, the exhibitor shall be allowed no more than one (1) fryer per booth and shall provide two (2) ten (10) pound B.C. extinguishers, positioned on both sides of said fryers.  
  
All cooking appliances shall be listed by a National Testing Agency: i.e. Underwriters Laboratory or Factory Mutual.
26. Booth and seating plans must be approved by the Fire Marshal. Submit plans to the Fire Marshal no later than 15 days before set-up date.
27. There shall not be any ticket booths, tables or any other display setup in the lobby without the prior approval of the Fire Marshal.
28. All aisles shall be maintained at a minimum of ten (10) feet clearance.
29. All covered structures in excess of ninety (90) square feet in area shall be protected by an automatic fire detection system approved by the Fire Marshal.
30. All floor plans submitted shall be totally representative of the halls, rooms and/or areas in which the events are held in, such as the location of manual pull stations, fire hose standpipe closets, exits, aisles and man doors in air walls, etc.