

SERVICE INFORMATION

BOOTH EQUIPMENT

Each 10' x 10' and 10' x 20' booth will be set with 8' high black back drape, 3' high black side drape, and (1) 7" x 44" one-line booth identification sign.

Tabletop Booths include (1) 6' black draped table, (2) Limerick chairs, plum carpet, and (1) 7" x 44" one-line booth identification sign.

EXHIBIT HALL CARPET

The exhibit area is not carpeted; however, aisles will be carpeted in plum.
**To enhance the look of your booth, exhibitors are required to provide carpet/floor covering for their booth.*

DISCOUNT PRICE DEADLINE DATE

Order early to take advantage of advance order discount rates, place your order by August 18, 2017.

SHOW SCHEDULE

EXHIBITOR MOVE-IN

For more information and helpful hints on pre-show procedures and move-in, please go to [Pre-Show FAQ](#).

Sunday	September 10, 2017	9:00 AM - 4:00 PM
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EXHIBIT HOURS

Sunday	September 10, 2017	6:00 PM - 7:30 PM
Monday	September 11, 2017	10:00 AM - 4:00 PM
Tuesday	September 12, 2017	10:00 AM - 4:00 PM

EXHIBITOR MOVE-OUT

For more information and helpful hints on post-show procedures and move-out, please go to [Post-Show FAQ](#).

Tuesday	September 12, 2017	4:00 PM - 9:00 PM
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We will begin returning empty containers at the close of the show.

DISMANTLE AND MOVE-OUT INFORMATION

All exhibitor materials must be removed from the exhibit facility by Tuesday, September 12, 2017 at 9:00 PM.

To ensure all exhibitor materials are removed from the exhibit facility by the Exhibitor Move-Out deadline, please have all carriers check-in by Tuesday, September 12, 2017 at 8:00 PM.

POST SHOW PAPERWORK AND LABELS

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

SERVICE CONTRACTOR CONTACTS / INFORMATION:

FREEMAN

9900 Business Parkway
 Lanham, MD 20706
 (301) 918-7975 fax (469) 621-5609
 FreemanWashingtonES@freeman.com

FREEMAN EXHIBIT TRANSPORTATION

(800) 995-3579 Toll Free US & Canada or +1 (512) 982-4187 or +1 (817) 607-5183 Local & International Shipping Services or fax +1 (469) 621-5810 or email exhibit.transportation@freeman.com

FREEMAN ONLINE®

Take advantage of discount pricing by ordering online at www.freeman.com by August 18, 2017. Using the enhanced Freeman Online, you will enjoy easy access to added features and functions as well as the high caliber of Freeman services you've come to expect - **before, during and after** your show. Additionally, you can now access Freeman Online from any device - **desktop, laptop, tablet** or via our new **FreemanOnline Mobile App**.

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

If you need assistance with Freeman Online please call our Customer Support Center at (888) 508-5054 Toll Free US & Canada or +1 (512) 982-4186 or +1 (817) 607-5000 Local & International.

SHIPPING INFORMATION

Warehouse Shipping Address:

Exhibiting Company Name / Booth # _____

RAPS - THE REGULATORY CONVERGENCE

C/O FREEMAN

9900 BUSINESS PARKWAY

LANHAM, MD 20706

Freeman will accept crated, boxed or skidded materials beginning Thursday, August 10, 2017, at the above address. Material arriving after September 01, 2017 will be received at the warehouse with an additional after deadline charge. Warehouse materials are accepted at the warehouse Monday through Friday between the hours of 8:00 AM - 3:30 PM. If required, provide your carrier with this phone number: (301) 918-7975

Show Site Shipping Address:

Exhibiting Company Name / Booth # _____

RAPS - THE REGULATORY CONVERGENCE

C/O FREEMAN

GAYLORD NATIONAL RESORT & CONV CTR

701 WATERFRONT STREET

NATIONAL HARBOR, MD 20745

Freeman will receive shipments at the exhibit facility beginning Sunday, September 10, 2017. Shipments arriving before this date may be refused by the facility. Any charges incurred for early freight accepted by the facility are the responsibility of the Exhibitor. If required, provide your carrier with this phone number: (301) 918-7975

Please note: All items and materials that must be brought into the facility may be subject to Material Handling Charges and are the responsibility of the Exhibitor. This also applies to items not ordered through the Official Show Vendors.

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

LABOR INFORMATION

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

ASSISTANCE

We want you to have a successful show. If we can be of assistance, please call our Exhibitor Services Department at (301) 918-7975.

WE APPRECIATE YOUR BUSINESS!

FREEMAN GENERAL INFORMATION

TRANSLATION SERVICES

Freeman is pleased to offer a new service for our international exhibitors that provides quick interpretation and translation in 150 languages. This service will not only interpret for us on a three way conversation, but also translate emails from customers. To access this feature you may contact Freeman Exhibitor Services at (301) 918-7975 or Freeman's Customer Support Center at (888) 508-5054.

HELPFUL HINTS

SAVE MONEY

Order early to take advantage of advance order discount rates, place your order by August 18, 2017.

AVOID DELAY

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

SAFETY TIPS

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

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

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

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

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

We discourage children from being in the exhibit hall during installation and dismantle. If children are present during installation and dismantle, they must be supervised by an adult at all times.

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

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

EXHIBITOR ASSISTANCE

For more information and helpful hints on pre-show procedures and move-in, please go to [Pre-Show FAQ](#).

For more information and helpful hints on post-show procedures and move-out, please go to [Post-Show FAQ](#).

Call Freeman's Exhibitor Services department at (301) 918-7975 with any questions or needs you may have.



REDUCING YOUR FOOTPRINT

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

Green Tips for Exhibitors

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

Supplies and Ordering

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

Printing, Recycling and Waste Management

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

Shipping and Transportation

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

Personnel and Best Practices

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

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



FREEMAN

9900 Business Parkway
Lanham, MD 20706
(301) 918-7975 Fax: (469) 621-5609

DISCOUNT PRICE
DEADLINE DATE
AUGUST 18, 2017

INCLUDE THIS FORM
WITH YOUR ORDER
PLEASE USE BLACK INK

NAME OF SHOW: **RAPS - THE REGULATORY CONVERGENCE / SEPTEMBER 10 - 12, 2017**

COMPANY NAME: _____ BOOTH #: _____

ADDRESS: _____ BOOTH SIZE : _____ X

CITY/STATE/ZIP: _____

PHONE: _____ EXT.: _____ FAX #: _____

SIGNATURE: _____ PRINT NAME: _____

CONTACT'S E-MAIL: _____

E-MAIL FOR INVOICE: _____ **Check if you are a new Freeman customer**
Invoices will be sent by e-mail; please provide e-mail address of the person who reconciles your invoices if different than contact's email.

METHOD OF PAYMENT

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

COMPANY CHECK
 Please make check payable to: Freeman
 Checks must be in U.S. funds drawn on a U.S. or Canadian bank. ("U.S. FUNDS" MUST BE PRE-PRINTED on Canadian checks.)
Please reference (452514) on your remittance.

BANK TRANSFER
 Bank transfer to Bank of America, N.A.; Dallas, TX
Wire Transfer
 ABA#: 026009593 ACCT# 1252039192 Freeman
International Wire Transfer
 Swift Code: BOFAUS3N ACCT# 1252039192 Freeman
ACH Direct Deposit
 ABA#: 111000012 ACCT# 1252039192 Freeman

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

AMERICAN EXPRESS **MASTER CARD** **VISA** **We do not accept credit card information via email.**

ACCOUNT NO.: _____ EXP. DATE: _____

CARDHOLDER NAME (PRINT): _____ SIGNATURE: _____

CARDHOLDER BILLING ADDRESS: _____

CITY/STATE/ZIP: _____

ENTER TOTALS HERE

FURNISHINGS & ACCESSORIES	CARPET	CLEANING/ SHAMPOOING	PORTER SERVICE	RENTAL EXHIBITS & ACCESSORIES	SIGNS	INSTALLATION LABOR	DISMANTLE LABOR
MATERIAL HANDLING	RIGGING INSTALLATION	RIGGING DISMANTLE	EXHIBIT TRANSPORTATION	HANGING SIGNS	GRAND TOTAL		

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

FREEMAN method of payment

FREEMAN

9900 Business Parkway
Lanham, MD 20706
(301) 918-7975 Fax: (469) 621-5609

RAPS - THE REGULATORY CONVERGENCE / SEPTEMBER 10 - 12, 2017

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

EXHIBITING COMPANY AUTHORIZATION OF THIRD PARTY BILLING

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

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

EXHIBITOR NAME: (PLEASE PRINT)

EXHIBITOR SIGNATURE:

DATE:

EXHIBITING COMPANY INFORMATION

EXHIBITING COMPANY NAME:

BOOTH #:

EXHIBITING COMPANY ADDRESS:

CITY/STATE/ZIP:

PHONE:

EXT.

FAX:

CONTACT'S E-MAIL:

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

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

FOR ACCURACY PURPOSES, COPIES OF ALL INVOICES WILL BE SENT TO THE EXHIBITOR OF RECORD AT THE CONCLUSION OF THE SHOW.

THIRD PARTY COMPANY INFORMATION

THIRD PARTY COMPANY NAME:

CONTACT NAME:

THIRD PARTY BILLING ADDRESS:

CITY/STATE/ZIP:

PHONE:

EXT:

FAX:

CONTACT'S E-MAIL:

E-MAIL FOR INVOICE:

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

THIRD PARTY CREDIT/DEBIT CARD AUTHORIZATION

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

ACCOUNT NO:

EXP. DATE:

CARDHOLDER NAME (PLEASE PRINT):

CARD TYPE:

AUTHORIZED SIGNATURE:

CARDHOLDER BILLING ADDRESS:

CITY/STATE/ZIP:

PAYMENT & LABOR

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

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

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

DEFINITIONS

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

PAYMENT TERMS

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

ELECTRICAL

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

LABOR UNDER THE SUPERVISION OF EXHIBITOR RESPONSIBILITIES

EXHIBITOR shall be responsible for the performance of labor provided under this option. It is the responsibility of EXHIBITOR to supervise labor secured through FREEMAN in a reasonable manner as to prevent bodily injury and/or property damage and also to direct them to work in a manner that is in compliance with FREEMAN'S Safe Work Rules and/or Federal, State, County and Local ordinances, rules and/or regulations, including but not limited to Show or Facility Management rules and/or regulations. It is the responsibility of EXHIBITOR to check in with the Service Desk to pick up labor, and to return to the Service Desk to release labor when the work is completed.

INDEMNIFICATION

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

IMPORTANT

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

MATERIAL HANDLING

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

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

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

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

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

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

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

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

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

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

b. MAXIMUM RECOVERY. If found liable for any loss, Freeman's sole and exclusive maximum liability for loss or damage to Exhibitors materials and Exhibitor's sole and exclusive remedy is limited to \$50 (USD) per pound per article with a maximum liability of \$100.00 (USD) per item, or \$1,500.00 (USD) per shipment whichever is a less. For unmarked, unlabeled and improperly packaged television monitors, the maximum liability is the lesser of \$3.00 (USD) per pound or the actual invoice price. All shipment weights are subject to correction and final charges determined by the actual or re-weighed weight of the shipment.

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

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

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

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

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

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

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

AIR CARGO

AIR CARGO SERVICE REQUEST AND SHIPPING INSTRUCTIONS CONTRACT

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

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

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

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

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

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

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

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

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

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

7. SHIPPER'S RESPONSIBILITIES AND INDEMNIFICATION:

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

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

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

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

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

MOTOR CARGO

MOTOR CARGO SERVICE REQUEST AND SHIPPING INSTRUCTIONS CONTRACT

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

9. SHIPPER'S RESPONSIBILITIES AND INDEMNIFICATION:

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

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

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

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

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

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

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

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

FURNISH FORWARD

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

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



SUPERIOR SEATING

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

ITEMS PICTURED BELOW

Swanson Chair | 810875 | **Page 10**

Silverado Cocktail Table | 82014 | **Page 17**

Powered Locking Pedestal, 42" | 85063 | **Page 23**



SEATING

Naples



CHAIR *SELECT*
black leather **810119**

36"L 30"D 28"H
⊕ Powered options available



LOVESEAT *SELECT*
black leather **830120**

62"L 30"D 28"H
⊕ Powered options available



SOFA *SELECT*
black leather **830119**

87"L 30"D 28"H
⊕ Powered options available

Heathrow



ARMLESS CHAIR *SELECT*
black leather **810116**

24"L 24"D 28"H



CORNER CHAIR *SELECT*
black leather **810117**

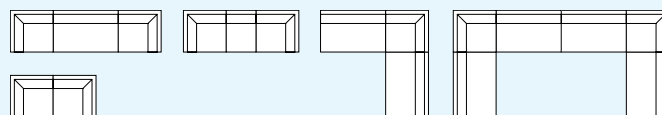
24"L 24"D 28"H



SOFA *SELECT*
black leather **830116**

48"L 24"D 28"H

possible configurations



⊕ See pages 22 and 23 for all Powered options.

SEATING

South Beach



SOFA *SELECT*
platinum suede **8301**

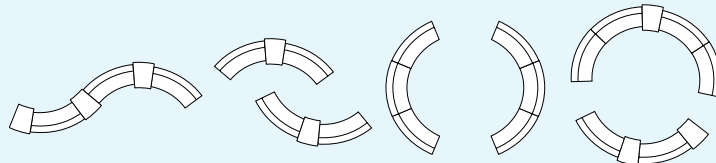
69"L 29"D 33"H



OTTOMAN *SELECT*
platinum suede **8151**

25"L 31"D 18"H

possible configurations



Key Largo



LOVESEAT *SELECT*
black fabric **830950**

57"L 35"D 34"H



SOFA *SELECT*
black fabric **830951**

79"L 35"D 34"H



CHAIR *SELECT*
black fabric **810950**

35"L 35"D 34"H

SEATING

Allegro

CHAIR **SELECT**

blue fabric **81019**

36"L 34.5"D 30"H



SOFA **SELECT**

blue fabric **83015**

73"L 34.5"D 30"H



Fairfax

CHAIR **SELECT**

white vinyl/brushed metal **810949**

27"L 26"D 30"H



SOFA **SELECT**

white vinyl/brushed metal **830949**

62"L 26"D 30"H



Hopi

CHAIR **SELECT**

gray linen **810140**

21"L 25"D 34"H



LOVESEAT **SELECT**

gray linen **830150**

48"L 25"D 34"H



Tangiers

CHAIR **SELECT**

beige fabric **810118**

34"L 37"D 36"H



SOFA **SELECT**

beige fabric **830118**

78"L 37"D 36"H



Roma

CHAIR **SELECT**

white vinyl **81020**

37"L 31"D 33"H

⊗ Powered options available



SOFA **SELECT**

white vinyl **83016**

78"L 31"D 33"H

⊗ Powered options available



⊗ See pages 22 and 23 for all Powered options.

CASUAL SEATING

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

OTTOMANS

ENDLESS SQUARE **SELECT**
white leather **815122**
black leather **815123**

34"L 34"D 15"H

ENDLESS CURVED OTTOMAN **SELECT**
white leather **815953**
black leather **815952**

60.5"L 37.5"D 15"H



OTTOMAN BENCH **SELECT**
white leather **815120**
black leather **815121**

60"L 20"D 18"H

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

39"L 22.5"D 18"H



ITEMS PICTURED BELOW

Roma Sofa Powered | 83017 | **Page 5, 22**

Regis Bench/Table | 82074 | **Page 18**

Swanson Chair | 810875 | **Page 10**

Work Desk | 820706 | **Page 21**

Regis End Table | 82075 | **Page 18**

Ice Side Chair | 810814 | **Page 9**



OTTOMANS

VIBE CUBE **SELECT**

- blue vinyl **81518**
- red vinyl **81519**
- orange vinyl **81525**
- pink vinyl **81520**
- yellow vinyl **81517**
- black vinyl **81530**
- white vinyl **81531**

18"L | 18"D | 18"H



MARCHE SWIVEL OTTOMAN **SELECT**

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

17"Round | 18"H



EDGE LED CUBE OTTOMAN* **SELECT**

- high density plastic **81526**

20"L | 20"D | 20"H



BANQUETTES

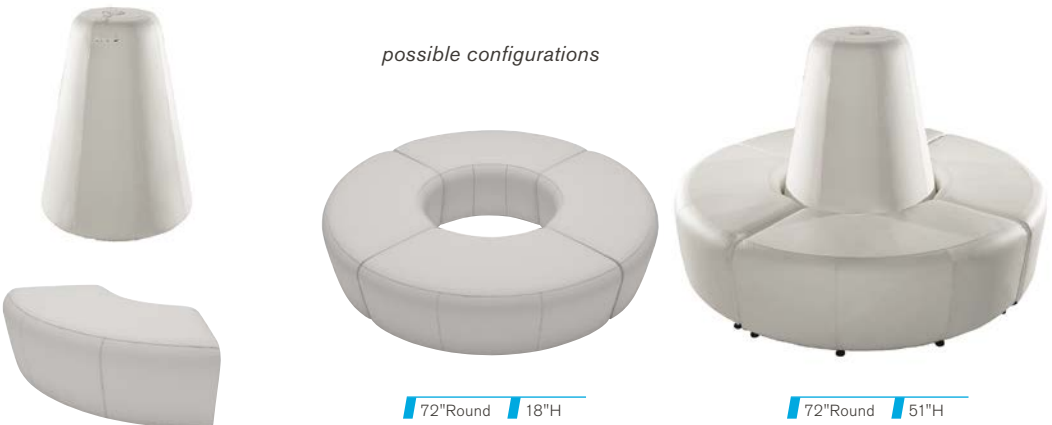
CENTER CONE **SELECT**
8506

38"Round | 51"H

⊕ Powered

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

possible configurations



QUARTER CURVED OTTOMAN **SELECT**
8507

53"L | 22"D | 18"H

72"Round | 18"H

72"Round | 51"H

⊕ See pages 22 and 23 for all Powered options.

*Electrical power must be ordered separately

OCCASIONAL CHAIRS

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

21"W | 23"L | 32"H

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

20"W | 21"L | 33"H

DIVA CHAIR **ESSENTIALS**
71091

18"W | 16"L | 31"H



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

18"W | 17.75"L | 33"H

MADRID CHAIR **SELECT**
black leather/chrome 8102
white leather/chrome 810816

30"L | 30"D | 31"H



ITEMS PICTURED BELOW

Powered Locking Pedestal, 36" | 85061 | **Page 23**

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



OCCASIONAL CHAIRS

MEETING CHAIR *SELECT*
 white vinyl **810948**
 espresso bonded leather **810835**
 taupe microfiber **810836**

25.5"L 23.5"D 34"H



TUB CHAIR *SELECT*
 black fabric **8103**

31"L 31"D 31"H

MADDEN CHAIR *SELECT*
 light gray vinyl **810843**

27"L 32"D 33"H



ICE SIDE CHAIR *SELECT*
 transparent **810814**

17.25"L 20"D 32"H

MALBA CHAIR *SELECT*
 gray **810131**
 green **810130**

20"L 20"D 32"H



OCCASIONAL CHAIRS

CHRISTOPHER CHAIR **SELECT**
white vinyl/chrome **810846**

17"L 19"D 35"H

ZENITH CHAIR **SELECT**
white/chrome **810851**

18.5"L 22"D 32"H

**RUSTIQUE CHAIR
WITH ARMS** **SELECT**
gunmetal **810841**

20"L 18"D 31"H



RAZOR ARMLESS CHAIR **SELECT**
white high density plastic **810837**

15.38"L 15.5"D 30.5"H

SWANSON CHAIR **SELECT**
white vinyl **810875**

28"L 25"D 30"H



BERLIN STACK CHAIR **SELECT**
white & red plastic/chrome **810811**
white & black plastic/chrome **810810**

18"L 22"D 32"H

WENDY CHAIR **SELECT**
clear acrylic **810847**

15"L 20"D 36"H



CONFERENCE CHAIRS

GRAY GASLIFT CHAIR **ESSENTIALS**

with arms **71046**
without arms **71045**

26"W 20"L 38"H Adjustable

LABREA CHAIR **SELECT**

charcoal gray fabric **810874**

35"L 27"D 40"H

**ALTURA CONFERENCE/
GUEST CHAIR** **SELECT**

black fabric/black steel **81063**

25"L 20"D 34"H



LUXOR EXECUTIVE CHAIR **SELECT**

black leather **810807**

27"L 28"D 47"H Adjustable

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

white vinyl **810844**
black vinyl **810946**

25"L 24"D 48"H Adjustable



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

white vinyl **810945**
black vinyl **810944**

24"L 22"D 40"H Adjustable

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

black vinyl **810947**

24"L 22"D 36"H



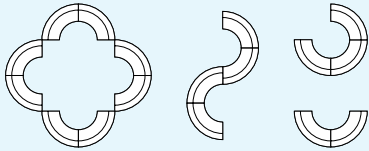
FREEMAN

BARS & BARSTOOLS

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

67"L | 22"D | 45"H

possible configurations



BLACK DIAMOND STOOL **ESSENTIALS**
71088

22"W | 18"L | 46"H

GRAY GASLIFT STOOL **ESSENTIALS**
 with arms **71048**
 without arms **71047**

24"W | 20"L | 46"H | Adjustable

DIVA COUNTER STOOL **ESSENTIALS**
71092

17"W | 16"L | 36"H

The Intermediate 25" seating height



LIMERICK® STOOL
BY HERMAN MILLER **ESSENTIALS**
 gray **210109**

18"W | 17.75"L | 44"H

LIFT HYDRAULIC
BARSTOOL **SELECT**
 gray vinyl/chrome **810872**
 red vinyl/chrome **810873**
 black vinyl/chrome **810871**
 white vinyl/chrome **810870**

15" Round | 23-33.5"H | Adjustable



APEX BARSTOOL **SELECT**
 black vinyl **33010**
 blue ultra suede **33009**
 red vinyl **33042**
 white vinyl **33043**

21"L | 21"D | 33"H



BARS & BARSTOOLS

BANANA BARSTOOL **SELECT**

white vinyl/chrome **810103**
black vinyl/chrome **810104**

21"L 22"D 30"H

ZENITH BARSTOOL **SELECT**

white/chrome **810850**

19"L 20"D 44"H

ZOEY BARSTOOL **SELECT**

white vinyl/chrome **810840**
black vinyl/chrome **810834**

15"L 16"D 26-30.5"H



CHRISTOPHER BARSTOOL **SELECT**

white **810848**

19"L 15"D 41"H

ICE BARSTOOL **SELECT**

transparent/chrome legs **810815**

16"L 14"D 33"H

SHARK SWIVEL BARSTOOL **SELECT**

white plastic/chrome **810202**

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



RUSTIQUE BARSTOOL **SELECT**

gunmetal **810839**

13"L 13"D 30"H

GIN BARSTOOL **SELECT**

maple wood/chrome **810505**

16"L 16"D 29"H

OSLO BARSTOOL **SELECT**

blue plastic/chrome **810200**
white plastic/chrome **810201**

17"L 20"D 30"H



TURN THE TABLES IN YOUR FAVOR

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

ITEMS PICTURED BELOW

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

Geo End Table | 82035 | **Page 17**

30" Round Hydraulic Base Bar Table | 820230 | **Page 16**

Ice Barstool | 810815 | **Page 13**



DRAPED OR UNDRAPED TABLES & COUNTERS



ESSENTIALS

TABLES (30" HEIGHT)	3'	4'	6'	8'
Draped	130330	130430	130630	130830
Draped on Fourth Side			12404630	12404830
Undraped	131330	131430	131630	131830

COUNTERS (42" HEIGHT)	3'	4'	6'	8'
Draped	130342	130442	130642	130842
Draped on Fourth Side			12404642	12404842
Undraped	131342	131442	131642	131842

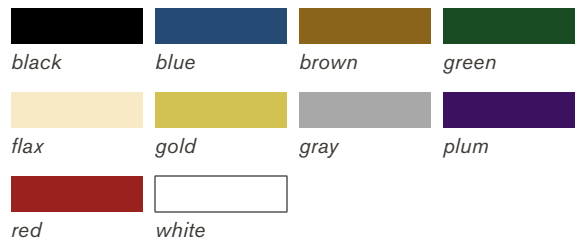


Table-top risers are also available in a variety of sizes. See order form for details.



PEDESTAL TABLES

Soho Series



BLACK-TOP CAFÉ **ESSENTIALS**
72069

24" Round 30"H

72067

36" Round 30"H

BLACK-TOP MINI **ESSENTIALS**
72066

18" Round 18"H



BLACK-TOP BISTRO **ESSENTIALS**
72070

24" Round 42"H

72068

36" Round 42"H

Chelsea Series



BUTCHER BLOCK-TOP CAFÉ **ESSENTIALS**
72063

30" Round 30"H

72064

36" Round 30"H



BUTCHER BLOCK-TOP BISTRO **ESSENTIALS**
720163

30" Round 42"H

720164

36" Round 42"H

STANDARD BASE CAFÉ TABLE **SELECT**

liquid white 820232

blue steel 8201203

30" Round 29"H

STANDARD BASE BAR TABLE **SELECT**

liquid white 820231

blue steel 8201204

30" Round 42"H



HYDRAULIC BASE CAFÉ TABLE **SELECT**

liquid white 820224

30" Round 29"H



MADISON HYDRAULIC BASE CAFÉ TABLE **SELECT**

gray acajou 820241

30" Round 29"H



MADISON CAFÉ TABLE **SELECT**

gray acajou 820265

30" Round 29"H

HYDRAULIC BASE BAR TABLE **SELECT**

liquid white 820230

30" Round 45"H

MADISON HYDRAULIC BASE BAR TABLE **SELECT**

gray acajou 820240

30" Round 45"H

MADISON BAR TABLE **SELECT**

gray acajou 820264

30" Round 42"H

OCCASIONAL, END & COCKTAIL TABLES

Studio Series

BLACK END TABLE **ESSENTIALS** 115104

17"W 17"L 18"H

BLACK COCKTAIL TABLE **ESSENTIALS** 115103

36"W 20"L 15"H



Silverado

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

24" Round 22"H

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

36" Round 17"H



Alondra

END TABLE **SELECT** glass/chrome 820252

20"L 20"D 20"H

COCKTAIL TABLE **SELECT** glass/chrome 820250

47"L 24"D 16"H

END TABLE **SELECT** wood/chrome 820253

20"L 20"D 21"H

COCKTAIL TABLE **SELECT** wood/chrome 820251

47"L 24"D 17"H



Geo

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

20"L 20"D 21"H

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

47"L 24"D 17"H

END TABLE **SELECT** glass/chrome 82035

26"L 26"D 20"H

TABLE **SELECT** glass/chrome 82034

50"L 22"D 16"H



FREEMAN

OCCASIONAL, END & COCKTAIL TABLES

Sydney

END TABLE **SELECT**

black laminate/brushed steel **82054**
white laminate/brushed steel **82055**

27"L 23"D 22"H

TABLE **SELECT**

black laminate/brushed steel **82052**
white laminate/brushed steel **82053**

48"L 26"D 18"H

⚡ Powered options available



Oliver

END TABLE **SELECT**

walnut finish **82088**

22" Round 22"H

TABLE **SELECT**

walnut finish **82087**

47"L 27"D 19"H



Regis

END TABLE **SELECT**

brushed metal **82075**

16"L 15.5"D 16.5"H

BENCH/TABLE **SELECT**

brushed metal **82074**

47"L 15.5"D 16"H



AURA ROUND TABLE **SELECT**

white metal **820844**

15" Round 22"H

EDGE LED CUBE TABLE* **SELECT**

white plastic/clear
acrylic top **82057**

20"L 20"D 20"H



⚡ See pages 22 and 23 for all Powered options.

*Electrical power must be ordered separately

OCCASIONAL, END & COCKTAIL TABLES

GEO SQUARE-ROUND TABLE *SELECT*

glass/black steel **82043**
 glass/chrome **82044**

42"L 42"D 29"H



CONFERENCE TABLES

GEO CONFERENCE TABLE *SELECT*

glass/black steel **82041**
 glass/chrome **82051**

60"L 36"D 29"H



MADISON CONFERENCE TABLE *SELECT*

gray acajou **820260**

42"Round 29"H

TABLES

ITEMS PICTURED BELOW

Endless Curved Ottoman | 815953 | **Page 6**

Silverado Table | 82014 | **Page 17**

Zoey Barstools | 810840 | **Page 13**

30" Round Hydraulic Base Bar Table | 820230 | **Page 16**



FREEMAN

CONFERENCE TABLES



MADISON 5' TABLE **SELECT**
gray acajou **820261**
60"L 48"D 29"H



MADISON 8' TABLE **SELECT**
gray acajou **820262**
96"L 60"D 29"H



MADISON 10' TABLE **SELECT**
gray acajou **820263**
120"L 48"D 29"H



COMMUNAL TABLE (MAPLE WITH GROMMETS) **SELECT**
laminated/metal
82058
72"L 26"D 30"H
82059
72"L 26"D 42"H



COMMUNAL TABLE (MAPLE) **SELECT**
laminated/metal
82067
72"L 26"D 30"H
82068
72"L 26"D 42"H



COMMUNAL TABLE (WHITE) **SELECT**
laminated/metal
82063
72"L 26"D 30"H
82066
72"L 26"D 42"H



42" ROUND WHITE CONFERENCE TABLE **SELECT**
white laminate **820708**
42" Round 29"H



6' OVAL CONFERENCE TABLE **SELECT**
granite nebula **820203**
72"L 42"D 29"H



8' RECTANGULAR CONFERENCE TABLE **SELECT**
granite **820115**
96"L 44"D 29"H

OFFICE

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

60"L 30"D 29"H

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

60"L 20"D 29"H

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

36"L 12"D 72"H



COMPUTER DESK / TABLE

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

48"L 24"D 30"H

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

46"L 29"D 30"H



TABLES

ITEMS PICTURED BELOW

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

Black Diamond Stool | 71088 | **Page 12**

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

Soho Black Top Bistro | 36" Round - 72068 | **Page 16**

Sydney Powered Table | 82052 | **Page 18, 23**

Aura Round Table | 820844 | **Page 19**



POWERED

All Powered options will have an **adapter included with rental**. Additional adapters can be ordered separately.

POWERED SEATING

NAPLES CHAIR, POWERED* **SELECT**

black vinyl **810120**

36"L 30"D 28"H



Power Panel Detail



NAPLES LOVESEAT, POWERED* **SELECT**

black vinyl **830122**

62"L 30"D 28"H



Power Panel Detail



NAPLES SOFA, POWERED* **SELECT**

black vinyl **830121**

87"L 30"D 28"H



Power Panel Detail

ROMA CHAIR, POWERED* **SELECT**

white vinyl **81021**

37"L 31"D 33"H



Power Panel Detail



ROMA SOFA, POWERED* **SELECT**

white vinyl **83017**

78"L 31"D 33"H



Power Panel Detail

**Electrical power must be ordered separately*

POWERED TABLES

G30 COCKTAIL TABLE, POWERED* **SELECT**
white top **82070**

72"L 26"D 18"H

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

72"L 26"D 30"H

G30 BAR TABLE, POWERED* **SELECT**
white top **82072**

72"L 26"D 42"H



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

60"L 30"D 30"H

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

48"L 26"D 18"H



POWERED PRODUCT PEDESTALS

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

24"L 24"D 36"H

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

24"L 24"D 42"H



Power Panel Detail

ADAPTERS

4-WAY CHARGING ADAPTER* **SELECT**
black **850800**
white **850801**

36"L

All Powered options will have one adapter included per power panel. Additional adapters can be ordered with the rental.



BANQUETTE

CENTER CONE **SELECT**
8506

38"Round 51"H

Powered

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



*Electrical power must be ordered separately

POWERED

STORAGE

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

16"L 20"D 28"H



FILE CABINET
WITH LOCK **ESSENTIALS**
standard size

TWO-DRAWER
74082

15"W 29"L 28"H

FOUR-DRAWER
74081

15"W 29"L 50"H



REFRIGERATOR



SMALL
REFRIGERATOR* **ESSENTIALS**
75057

19"W 19"L 34"H



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

28"L 28"D 64"H

LIGHTING



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

16" Round 26"H



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

18" Round 55"H

*Electrical power must be ordered separately

DISPLAY

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

DISPLAY CYLINDERS **ESSENTIALS**

black

low **75020**

30"W 15"H

medium **75021**

18"W 20"H

high **75022**

24"W 36"H

Available in rectangular sizes.



DISPLAY CUBES **ESSENTIALS**

black

12" small **75030**

12"W 12"L 42"H

18" medium **75031**

18"W 18"L 36"H

24" large **75032**

24"W 24"L 42"H



ORION COMPUTER KIOSK **ESSENTIALS**

black **75079**

28"L 28"D 40.5"H

(Computer not included.)



DISPLAY COUNTER **ESSENTIALS**

black **72056**

24"W 49"L 42"H



DISPLAY

ITEMS PICTURED BELOW

Ottoman Bench | 815120 | **Page 6**

Powered Locking Pedestal, 36" | 85061 | **Page 23**



ACCESSORIES

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

TABLET STAND

MOBILE TABLET STAND *SELECT*

white **850714**

black **850715**

14"L 13"D 44.5"H

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



TABLET STAND ACCESSORIES

BROCHURE HOLDER* *SELECT*

black **850711**

8.625"L 1.1"D 11.325"H

WIRELESS PRINTER HOLDER* *SELECT*

black **850712**

3.3"L 1.9"D 5.28"H

CHARGING SHELF* *SELECT*

black **850713**

14.85"L 7.17"D 1"H



**To be ordered with the tablet stand*

ACCESSORIES

CHROME STANCHION WITH 8' RETRACTABLE BELT *ESSENTIALS*
220121

42"H

CHROME SIGN HOLDER *ESSENTIALS*
220118

Holds 22" x 28" sign

ROUND LITERATURE RACK *ESSENTIALS*
750135

17"W | 17"L | 57"H

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



FLAT LITERATURE RACK *ESSENTIALS*
750136

10"W | 55"H

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

CHROME COAT TREE *ESSENTIALS*
220109

ALUMINIUM EASEL *ESSENTIALS*
220134

CHROME BAG RACK *ESSENTIALS*
220110

SPECIAL DRAPING (not pictured)

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



ACCESSORIES



FLOOR-STANDING BULLETIN BOARD *ESSENTIALS*
10201484

48"W | 96"L | 78"H



CORRUGATED WASTEBASKET *ESSENTIALS*
220106



WASTEBASKET *ESSENTIALS*
wastebasket color may vary.
220107

FREEMAN

9900 Business Parkway
 Lanham, MD 20706
 (301) 918-7975 Fax: (469) 621-5609
 FreemanWashingtonES@freeman.com

ONLINE PRICE
 DISCOUNT PRICE
 DEADLINE DATE
 AUGUST 18, 2017

INCLUDE THE FREEMAN METHOD OF
 PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **RAPS - THE REGULATORY CONVERGENCE / SEPTEMBER 10 - 12, 2017**

COMPANY NAME: _____ BOOTH #: _____ BOOTH SIZE: **X**

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

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Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
SEATING						
Naples Group - Black Leather						
_____	810119*	Chair.....	488.45	537.30	683.85	_____
_____	830120*	Loveseat.....	656.10	721.70	918.55	_____
_____	830119*	Sofa.....	729.00	801.90	1,020.60	_____
Heathrow Group -Black Leather						
_____	810116*	Armless Chair.....	328.30	361.15	459.60	_____
_____	810117*	Corner Chair.....	386.65	425.30	541.30	_____
_____	830116*	Sofa.....	559.45	615.40	783.25	_____
South Beach Group - Platinum Suede						
_____	8301*	Sofa.....	707.40	778.15	990.35	_____
_____	8151*	Ottoman.....	310.50	341.55	434.70	_____
Key Largo Group - Black Fabric						
_____	830950*	Loveseat.....	449.30	494.25	629.00	_____
_____	830951*	Sofa.....	498.95	548.85	698.55	_____
_____	810950*	Chair.....	343.45	377.80	480.85	_____
Allegro Group - Blue Fabric						
_____	81019*	Chair.....	564.30	620.75	790.00	_____
_____	83015*	Sofa.....	904.50	994.95	1,266.30	_____
Fairfax Group - White Vinyl						
_____	810949*	Chair.....	289.45	318.40	405.25	_____
_____	830949*	Sofa.....	462.25	508.50	647.15	_____
Hopi Group - Gray Linen						
_____	810140*	Chair.....	216.30	237.95	302.80	_____
_____	830150*	Sofa.....	274.60	302.05	384.45	_____
Tangiers Group - Beige Fabric						
_____	810118*	Chair.....	384.50	422.95	538.30	_____
_____	830118*	Sofa.....	542.15	596.35	759.00	_____
Roma Group - White Vinyl						
_____	81020*	Chair.....	568.60	625.45	796.05	_____
_____	83016*	Sofa.....	869.95	956.95	1,217.95	_____
CASUAL SEATING						
Ottomans						
_____	815122*	Endless Square - White Leather.....	270.00	297.00	378.00	_____
_____	815123*	Endless Square - Black Leather.....	270.00	297.00	378.00	_____
_____	815953*	Endless Curved - White Leather.....	375.85	413.45	526.20	_____
_____	815952*	Endless Curved - Black Leather.....	375.85	413.45	526.20	_____
_____	815120*	Bench - White Leather.....	334.80	368.30	468.70	_____
_____	815121*	Bench - Black Leather.....	334.80	368.30	468.70	_____
_____	815119*	Half-Bench - White Vinyl.....	304.55	335.00	426.35	_____

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Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
CASUAL SEATING						
	81518*	Vibe - Blue Vinyl.....	159.30	175.25	223.00	
	81519*	Vibe - Red Vinyl.....	159.30	175.25	223.00	
	81525*	Vibe - OrangeVinyl.....	112.30	123.55	157.20	
	81520*	Vibe - Pink Vinyl.....	159.30	175.25	223.00	
	81517*	Vibe - Yellow Vinyl.....	159.30	175.25	223.00	
	81530*	Vibe - Black Vinyl.....	112.30	123.55	157.20	
	81531*	Vibe - White Vinyl.....	112.30	123.55	157.20	
	815151*	Marche Swivel Ottoman - Gray Fabric.....	187.90	206.70	263.05	
	815154*	Marche Swivel Ottoman - Red Fabric.....	187.90	206.70	263.05	
	815159*	Marche Swivel Ottoman - Blue Fabric.....	187.90	206.70	263.05	
	815152*	Marche Swivel Ottoman - Linen Fabric.....	187.90	206.70	263.05	
	815157*	Marche Swivel Ottoman - Meadow Green Fabric.....	187.90	206.70	263.05	
	815158*	Marche Swivel Ottoman - Pear Yellow Fabric.....	187.90	206.70	263.05	
	815156*	Marche Swivel Ottoman - Plum Fabric.....	187.90	206.70	263.05	
	815153*	Marche Swivel Ottoman - Raspberry Fabric.....	187.90	206.70	263.05	
	815155*	Marche Swivel Ottoman - Rose Quartz Fabric.....	187.90	206.70	263.05	
	815150*	Marche Swivel Ottoman - White Vinyl.....	187.90	206.70	263.05	
	81526*	Edge LED Cube - High Density Plastic.....	229.50	252.45	321.30	
Banquettes						
	8506*	Banquette, Center Cone w/Electrical Charging Outlet	540.00	594.00	756.00	
	8507*	Banquette, Quarter Curve Ottoman.....	358.55	394.40	501.95	
Occasional Chairs						
	71089	Black Diamond Side Chair.....	130.70	143.75	183.00	
	71090	Black Diamond Arm Chair.....	152.30	167.55	213.20	
	71091	Diva Chair.....	228.95	251.85	320.55	
	210108	Limerick® Chair by Herman Miller.....	103.70	114.05	145.20	
	8102*	Madrid Chair - Black Leather/Chrome.....	706.30	776.95	988.80	
	810816*	Madrid Chair - White Leather/Chrome.....	706.30	776.95	988.80	
	810948*	Meeting Chair - White Vinyl.....	243.00	267.30	340.20	
	810835*	Meeting Chair - Espresso Bonded Leather.....	243.00	267.30	340.20	
	810836*	Meeting Chair - Taupe Microfiber.....	243.00	267.30	340.20	
	8103*	Tub Chair - Black Fabric.....	352.10	387.30	492.95	
	810843*	Madden Chair - Light Gray Vinyl.....	384.50	422.95	538.30	
	810814*	ICE Side Chair - Transparent/Chrome.....	185.75	204.35	260.05	
	810131*	Malba Chair - Gray Molded Plastic.....	118.80	130.70	166.30	
	810130*	Malba Chair - Green Molded Plastic.....	118.80	130.70	166.30	
	810846*	Christopher Chair - White Vinyl/Chrome.....	121.50	133.65	170.10	
	810851*	Zenith Chair - White/Chrome.....	186.30	204.95	260.80	
	810841*	Rustique Chair with Arms.....	140.40	154.45	196.55	
	810837*	Razor Armless Chair - White High Density Plastic....	64.80	71.30	90.70	
	810875*	Swanson Chair - White Vinyl.....	261.90	288.10	366.65	
	810811*	Berlin Stack Chair - White & Red Plastic/Chrome....	124.20	136.60	173.90	
	810810*	Berlin Stack Chair - White & Black Plastic/Chrome...	124.20	136.60	173.90	
	810847*	Wendy Chair - Clear Acrylic.....	135.00	148.50	189.00	

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Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
Conference Chairs						
_____	71046	Gray Gaslift Chair With Arms.....	270.20	297.20	378.30	_____
_____	71045	Gray Gaslift Chair Without Arms.....	262.60	288.85	367.65	_____
_____	810874*	Labrea Chair - Charcoal Gray Fabric.....	313.45	344.80	438.85	_____
_____	81063*	Altura Conference/Guest Chair - Black Fabric/Black Steel.....	318.35	350.20	445.70	_____
_____	810807*	Luxor Executive Chair - Black Leather.....	467.10	513.80	653.95	_____
_____	810844*	Pro Executive High Back Chair - White Vinyl.....	250.55	275.60	350.75	_____
_____	810946*	Pro Executive High Back Chair - Black Vinyl.....	250.55	275.60	350.75	_____
_____	810945*	Pro Executive Mid Back Chair - White Vinyl.....	295.90	325.50	414.25	_____
_____	810944*	Pro Executive Mid Back Chair - Black Vinyl.....	295.90	325.50	414.25	_____
_____	810947*	Pro Executive Guest Chair - Black Vinyl.....	306.70	337.35	429.40	_____
Bars & Bar Stools						
_____	8501*	Martini Bar.....	1,420.20	1,562.20	1,988.30	_____
_____	71088	Black Diamond Stool.....	212.20	233.40	297.10	_____
_____	71048	Gray Gaslift Stool with Arms.....	279.45	307.40	391.25	_____
_____	71047	Gray Gaslift Stool without Arms.....	333.20	366.50	466.50	_____
_____	71092	Diva Counter Stool.....	257.05	282.75	359.85	_____
_____	210109	Limerick® Stool by Herman Miller.....	167.40	184.15	234.35	_____
_____	810872*	Lift Hydraulic Barstool - Gray Vinyl/Chrome.....	165.25	181.80	231.35	_____
_____	810873*	Lift Hydraulic Barstool - Red Vinyl/Chrome.....	165.25	181.80	231.35	_____
_____	810871*	Lift Hydraulic Barstool - Black Vinyl/Chrome.....	165.25	181.80	231.35	_____
_____	810870*	Lift Hydraulic Barstool - White Vinyl/Chrome.....	165.25	181.80	231.35	_____
_____	33010*	Apex Barstool - Black Vinyl.....	194.40	213.85	272.15	_____
_____	3309*	Apex Barstool - Blue Ultra Suede.....	194.40	213.85	272.15	_____
_____	33042*	Apex Barstool - Red Vinyl.....	194.40	213.85	272.15	_____
_____	33043*	Apex Barstool - White Vinyl.....	194.40	213.85	272.15	_____
_____	810103*	Banana Barstool - White Vinyl/Chrome.....	243.00	267.30	340.20	_____
_____	810104*	Banana Barstool - Black Vinyl/Chrome.....	243.00	267.30	340.20	_____
_____	810850*	Zenith Barstool - White/Chrome.....	186.30	204.95	260.80	_____
_____	810840*	Zoey Barstool - White Vinyl/Chrome.....	272.15	299.35	381.00	_____
_____	810834*	Zoey Barstool - Black Vinyl/Chrome.....	272.15	299.35	381.00	_____
_____	810848*	Christopher Barstool - White.....	221.40	243.55	309.95	_____
_____	810815*	ICE Barstool - Transparent/Chrome.....	198.70	218.55	278.20	_____
_____	810202*	Shark Swivel Barstool - White Plastic/Chrome.....	378.00	415.80	529.20	_____
_____	810839*	Rustique Barstool - Gunmetal.....	140.40	154.45	196.55	_____
_____	810505*	Gin Barstool - Maple Wood/Chrome.....	186.30	204.95	260.80	_____
_____	810200*	Oslo Barstool - Blue Plastic/Chrome.....	264.60	291.05	370.45	_____
_____	810201*	Oslo Barstool - White Plastic/Chrome.....	264.60	291.05	370.45	_____

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

Draped Tables & Counters

Draped Tables - Tables are 24" wide					
<input type="checkbox"/> Black	<input type="checkbox"/> Blue	<input type="checkbox"/> Brown	<input type="checkbox"/> Green	<input type="checkbox"/> Flax	
<input type="checkbox"/> Gold	<input type="checkbox"/> Gray	<input type="checkbox"/> Plum	<input type="checkbox"/> Red	<input type="checkbox"/> White	

_____	124330	Draped Table 3'L x 30"H.....	N/A	N/A	N/A	_____
_____	124430	Draped Table 4'L x 30"H.....	173.90	191.30	243.45	_____
_____	124630	Draped Table 6'L x 30"H.....	200.90	221.00	281.25	_____
_____	124830	Draped Table 8'L x 30"H.....	227.90	250.70	319.05	_____
_____	12404630	4th Side Drape 6'L x 30"H.....	50.00	55.00	70.00	_____
_____	12404830	4th Side Drape 8'L x 30"H.....	50.00	55.00	70.00	_____
_____	124342	Draped Counter 3'L x 42"H.....	N/A	N/A	N/A	_____
_____	124442	Draped Counter 4'L x 42"H.....	200.90	221.00	281.25	_____
_____	124642	Draped Counter 6'L x 42"H.....	227.90	250.70	319.05	_____
_____	124842	Draped Counter 8'L x 42"H.....	254.90	280.40	356.85	_____
_____	12404642	4th Side Drape 6'L x 42"H.....	75.00	82.50	105.00	_____
_____	12404842	4th Side Drape 8'L x 42"H.....	75.00	82.50	105.00	_____

Undraped Tables & Counters

Undraped Tables - Tables are 24" wide					
--	--	--	--	--	--

_____	125330	Undraped Table 3'L x 30"H.....	N/A	N/A	N/A	_____
_____	125430	Undraped Table 4'L x 30"H.....	119.90	131.90	167.85	_____
_____	125630	Undraped Table 6'L x 30"H.....	146.90	161.60	205.65	_____
_____	125830	Undraped Table 8'L x 30"H.....	173.90	191.30	243.45	_____
_____	125342	Undraped Counter 3'L x 42"H.....	N/A	N/A	N/A	_____
_____	125442	Undraped Counter 4'L x 42"H.....	146.90	161.60	205.65	_____
_____	125642	Undraped Counter 6'L x 42"H.....	173.90	191.30	243.45	_____
_____	125842	Undraped Counter 8'L x 42"H.....	200.90	221.00	281.25	_____

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

_____	1504100	Black 4'L x 7"H Corrugated Riser.....	34.85	38.35	48.80	_____
_____	1504101	White 4'L x 7"H Corrugated Riser.....	34.85	38.35	48.80	_____
_____	1506100	Black 6'L x 7"H Corrugated Riser.....	40.75	44.85	57.05	_____
_____	1506101	White 6'L x 7"H Corrugated Riser.....	40.75	44.85	57.05	_____
_____	1508100	Black 8'L x 7"H Corrugated Riser.....	47.00	51.70	65.80	_____
_____	1508101	White 8'L x 7"H Corrugated Riser.....	47.00	51.70	65.80	_____
_____	1504200	Black 4'L x 14"H Corrugated Riser.....	53.20	58.50	74.50	_____
_____	1504201	White 4'L x 14"H Corrugated Riser.....	53.20	58.50	74.50	_____
_____	1506200	Black 6'L x 14"H Corrugated Riser.....	65.35	71.90	91.50	_____
_____	1506201	White 6'L x 14"H Corrugated Riser.....	65.35	71.90	91.50	_____
_____	1508200	Black 8'L x 14"H Corrugated Riser.....	77.20	84.90	108.10	_____
_____	1508201	White 8'L x 14"H Corrugated Riser.....	77.20	84.90	108.10	_____

Pedestal Tables - SoHo Series

_____	72069	Black Top Cafe - 30"H x 24"W.....	237.60	261.35	332.65	_____
_____	72067	Black Top Cafe - 30"H x 36"W.....	270.00	297.00	378.00	_____
_____	72066	Black Top Mini - 18"H x 18"W.....	216.00	237.60	302.40	_____
_____	72070	Black Top Bistro - 42"H x 24"W.....	248.40	273.25	347.75	_____
_____	72068	Black Top Bistro - 42"H x 36"W.....	280.80	308.90	393.10	_____

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Pedestal Tables - Chelsea Series - Butcher Block Top						
_____	72063	Butcher Block Top Cafe Table - 30"H x 30"W.....	248.40	273.25	347.75	_____
_____	72064	Butcher Block Top Cafe Table - 30"H x 36"W.....	270.00	297.00	378.00	_____
_____	720163	Butcher Block Top Bistro Table - 42"H x 30"W.....	259.20	285.10	362.90	_____
_____	720164	Butcher Block Top Bistro Table - 42"H x 36"W.....	270.00	297.00	378.00	_____
Pedestal Tables						
_____	820232*	Standard Base Cafe Table - Liquid White.....	248.40	273.25	347.75	_____
_____	8201203*	Standard Base Cafe Table - Blue Steel.....	248.40	273.25	347.75	_____
_____	820231*	Standard Base Bar Table - Liquid White.....	259.20	285.10	362.90	_____
_____	8201204*	Standard Base Bar Table - Blue Steel.....	259.20	285.10	362.90	_____
_____	820224*	Hydraulic Base Cafe Table - Liquid White.....	388.80	427.70	544.30	_____
_____	820230*	Hydraulic Base Bar Table - Liquid White.....	388.80	427.70	544.30	_____
_____	820241*	Madison Hydraulic Base Cafe Table - Gray Acajou.	369.90	406.90	517.85	_____
_____	820240*	Madison Hydraulic Base Bar Table - Gray Acajou..	369.90	406.90	517.85	_____
_____	820265*	Madison Cafe Table - Gray Acajou.....	291.60	320.75	408.25	_____
_____	820264*	Madison Bar Table - Gray Acajou.....	318.60	350.45	446.05	_____
Occasional End & Cocktail Tables						
_____	115104	Studio Black End Table.....	117.05	128.75	163.85	_____
_____	115103	Studio Black Cocktail Table.....	167.70	184.45	234.80	_____
_____	82015*	Silverado End Table - Tempered Glass/Painted Steel	314.80	346.30	440.70	_____
_____	82014*	Silverado Table - Tempered Glass/Painted Steel.....	332.65	365.90	465.70	_____
_____	820252*	Alondra End Table - Glass/Chrome.....	270.00	297.00	378.00	_____
_____	820250*	Alondra Cocktail Table - Glass/Chrome.....	375.30	412.85	525.40	_____
_____	820253*	Alondra End Table - Wood/Chrome.....	243.00	267.30	340.20	_____
_____	820251*	Alondra Cocktail Table - Wood/Chrome.....	337.75	371.55	472.85	_____
_____	82028*	Geo End Table - Wood/Black Steel.....	318.60	350.45	446.05	_____
_____	82027*	Geo Cocktail Table - Wood/Black Steel.....	326.70	359.35	457.40	_____
_____	82035*	Geo End Table - Glass/Chrome.....	243.55	267.90	340.95	_____
_____	82034*	Geo Cocktail Table - Glass/Chrome.....	245.70	270.25	344.00	_____
_____	82054*	Sydney End Table - Black Laminate/Brushed Steel..	238.15	261.95	333.40	_____
_____	82055*	Sydney End Table - White Laminate/Brushed Steel..	238.15	261.95	333.40	_____
_____	82052*	Sydney Table - Black Laminate/Brushed Steel.....	289.15	318.05	404.80	_____
_____	82053*	Sydney Table - White Laminate/Brushed Steel.....	289.15	318.05	404.80	_____
_____	82088*	Oliver End Table - Walnut Finish.....	209.50	230.45	293.30	_____
_____	82087*	Oliver Table - Walnut Finish.....	237.60	261.35	332.65	_____
_____	82075*	Regis End Table - Brushed Metal.....	226.00	248.60	316.40	_____
_____	82074*	Regis Bench Table - Brushed Metal.....	318.35	350.20	445.70	_____
_____	820844*	Aura Round Table - White Metal.....	N/A	N/A	N/A	_____
_____	82057*	Edge LED Lighted Table-White Plastic/Clear Acrylic	229.50	252.45	321.30	_____
_____	82043*	Geo Square-Round Table - Glass/Black Steel.....	481.15	529.25	673.60	_____
_____	82044*	Geo Square-Round Table - Glass/Chrome.....	481.15	529.25	673.60	_____
Conference Tables						
_____	82041*	Geo Conference Table - Glass/Black Steel.....	481.15	529.25	673.60	_____
_____	82051*	Geo Conference Table - Glass/Chrome.....	481.15	529.25	673.60	_____
_____	820260*	Madison Conference Table - Gray Acajou.....	499.50	549.45	699.30	_____

FREEMAN furnishings

Take advantage of the Online price
by ordering at www.freeman.com
before **AUGUST 18, 2017**

NAME OF SHOW: **RAPS - THE REGULATORY CONVERGENCE / SEPTEMBER 10 - 12, 2017**

COMPANY NAME: _____ BOOTH #: _____ BOOTH SIZE: **X**

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

For Assistance, please call (301) 918-7975 to speak with one of our experts.

For fast, easy ordering, go to www.freeman.com

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
	820261*	Madison 5' Conference Table - Gray Acajou.....	604.80	665.30	846.70	
	820262*	Madison 8' Conference Table - Gray Acajou.....	1,206.90	1,327.60	1,689.65	
	820263*	Madison 10' Conference Table - Gray Acajou.....	1,206.90	1,327.60	1,689.65	
	82058*	Communal Table 30"H (Maple with Grommets).....	572.40	629.65	801.35	
	82059*	Communal Table 42"H (Maple with Grommets).....	801.90	882.10	1,122.65	
	82067*	Communal Table 30"H Maple.....	572.40	629.65	801.35	
	82068*	Communal Table 42"H Maple.....	801.90	882.10	1,122.65	
	82063*	Communal Table 30"H White.....	572.40	629.65	801.35	
	82066*	Communal Table 42"H White.....	801.90	882.10	1,122.65	
	820708*	42" Round Conference Table - White Laminate.....	347.75	382.55	486.85	
	820203*	6' Oval Conference Table - Graphite Nebula.....	563.75	620.15	789.25	
	820115*	8' Rectangular Conference Table - Granite.....	N/A	N/A	N/A	

Computer Desk/Tables

	84075*	Madison Desk - Gray Acajou.....	531.35	584.50	743.90	
	84077*	Madison Credenza - Gray Acajou.....	442.80	487.10	619.90	
	84078*	Madison Bookcase - Gray Acajou.....	378.00	415.80	529.20	
	820706*	Work Desk - White Laminate.....	300.25	330.30	420.35	
	820707*	Merlin Table - Gray Laminate.....	313.20	344.50	438.50	

POWERED

Powered Seating

	810120*	Naples Chair, Powered - Black Vinyl.....	594.00	653.40	831.60	
	830122*	Naples Loveseat, Powered - Black Vinyl.....	797.05	876.75	1,115.85	
	830121*	Naples Sofa, Powered - Black Vinyl.....	918.00	1,009.80	1,285.20	
	81021*	Roma Chair, Powered - White Vinyl.....	668.25	735.10	935.55	
	83017*	Roma Sofa, Powered - White Vinyl.....	1,032.75	1,136.05	1,445.85	

Powered Tables

	82070*	G30 Cocktail Table 18" H, Powered - White Top.....	390.95	430.05	547.35	
	82071*	G30 Cafe Table 30" H, Powered - White Top.....	542.15	596.35	759.00	
	82072*	G30 Bar Table 42" H, Powered - White Top.....	706.30	776.95	988.80	
	84083*	Tech Desk w/3 Drawer File Cabinet, Powered - Black Metal.....	617.75	679.55	864.85	
	84084*	Tech Desk, Powered - Black Metal.....	457.90	503.70	641.05	
	82076*	Sydney Cocktail Table, Powered Black.....	354.25	389.70	495.95	
	82073*	Sydney Cocktail Table, Powered White.....	354.25	389.70	495.95	

Powered Products Pedestals

	85060*	Powered Locking Pedestal 36" H, Black.....	432.00	475.20	604.80	
	85061*	Powered Locking Pedestal 36" H, White.....	432.00	475.20	604.80	
	85062*	Powered Locking Pedestal 42" H, Black.....	516.25	567.90	722.75	
	85063*	Powered Locking Pedestal 42" H, White.....	516.25	567.90	722.75	

Adapters

	850800*	4-Way Charging Adapter - Black.....	23.75	26.15	33.25	
	850801*	4-Way Charging Adapter - White.....	23.75	26.15	33.25	

DISPLAY & ACCESSORIES

Product Storage

	84080*	3 Door File Cabinet on Castors - Black	159.85	175.85	223.80	
	74082	File Cabinet w/Lock - Two Drawer - Standard Size...	173.55	190.90	242.95	
	74081	File Cabinet w/Lock - Four Drawer - Standard Size..	269.15	296.05	376.80	

NAME OF SHOW: **RAPS - THE REGULATORY CONVERGENCE / SEPTEMBER 10 - 12, 2017**

COMPANY NAME: _____ BOOTH #: _____ BOOTH SIZE: X

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

For Assistance, please call (301) 918-7975 to speak with one of our experts.

For fast, easy ordering, go to www.freeman.com

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total																		
Refrigerator																								
_____	75057	Small Refrigerator.....	465.55	512.10	651.75	_____																		
_____	8503001*	Refrigerator - White.....	877.50	965.25	1,228.50	_____																		
Lighting																								
_____	850707*	Mason Table Lamp - White/Brushed Silver.....	144.70	159.15	202.60	_____																		
_____	850708*	Mason Floor Lamp - White/Brushed Silver.....	209.50	230.45	293.30	_____																		
Display																								
_____	75020	Display Cylinder - Black - Low.....	292.05	321.25	408.85	_____																		
_____	75021	Display Cylinder - Black - Medium.....	325.85	358.45	456.20	_____																		
_____	75022	Display Cylinder - Black - High.....	356.30	391.95	498.80	_____																		
_____	75030	Display Cube - Black - 12" Small.....	292.05	321.25	408.85	_____																		
_____	75031	Display Cube - Black - 18" Medium.....	325.85	358.45	456.20	_____																		
_____	75032	Display Cube - Black - 24" Large.....	356.30	391.95	498.80	_____																		
_____	75079	Orion Computer Kiosk.....	499.30	549.25	699.00	_____																		
_____	72056	Display Counter - Black.....	544.45	598.90	762.25	_____																		
Tablet Stand																								
_____	850714*	Mobile Tablet Stand - White.....	267.30	294.05	374.20	_____																		
_____	850715*	Mobile Tablet Stand - Black.....	267.30	294.05	374.20	_____																		
Tablet Stand Accessories																								
_____	850711*	Brochure Holder - Black.....	N/A	N/A	N/A	_____																		
_____	850712*	Wireless Printer Holder - Black.....	N/A	N/A	N/A	_____																		
_____	850713*	Charging Shelf - Black.....	37.55	41.30	52.55	_____																		
Accessories																								
_____	220121	Chrome Stanchion w/8' Retractable Belt.....	177.65	195.40	248.70	_____																		
_____	220118	Chrome Sign Holder.....	120.95	133.05	169.35	_____																		
_____	750135	Round Literature Rack.....	228.60	251.45	320.05	_____																		
_____	750136	Flat Literature Rack.....	167.60	184.35	234.65	_____																		
_____	220109	Chrome Coat Tree.....	68.85	75.75	96.40	_____																		
_____	220134	Aluminum Easel.....	57.25	63.00	80.15	_____																		
_____	220110	Chrome Bag Rack.....	109.90	120.90	153.85	_____																		
_____	10201484	Floor Standing Bulletin Board.....	228.60	251.45	320.05	_____																		
_____	220106	Corrugated Wastebasket.....	27.55	30.30	38.55	_____																		
_____	220107	Wastebasket.....	N/A	N/A	N/A	_____																		
Special Drape																								
<table border="1"> <tr> <td colspan="6">Special Drape</td> </tr> <tr> <td><input type="checkbox"/> Black</td> <td><input type="checkbox"/> Blue</td> <td><input type="checkbox"/> Brown</td> <td><input type="checkbox"/> Green</td> <td><input type="checkbox"/> Flax</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Gold</td> <td><input type="checkbox"/> Gray</td> <td><input type="checkbox"/> Plum</td> <td><input type="checkbox"/> Red</td> <td><input type="checkbox"/> White</td> <td></td> </tr> </table>							Special Drape						<input type="checkbox"/> Black	<input type="checkbox"/> Blue	<input type="checkbox"/> Brown	<input type="checkbox"/> Green	<input type="checkbox"/> Flax		<input type="checkbox"/> Gold	<input type="checkbox"/> Gray	<input type="checkbox"/> Plum	<input type="checkbox"/> Red	<input type="checkbox"/> White	
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_____	12103	Special Drape 3'H (per ft.).....	19.50	21.45	27.30	_____																		
_____	12108	Special Drape 8'H (per ft.).....	25.40	27.95	35.55	_____																		

TOTAL COST		
_____	+	_____ = _____
Sub-Total	6% Tax	Total Cost

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

*Asterisk indicates item is a Freeman Select furnishing

FREEMAN furnishings
 Take advantage of the Online price by ordering at www.freeman.com before AUGUST 18, 2017

FROM THE GROUND UP

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

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



Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to www.freeman.com

PRESTIGE CARPET

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

Freeman's prestige carpet packages include new 10-foot-wide carpet, delivery, Visqueen covering, installation, carpet tape, carpet removal and all carpet material handling fees. Price includes environmentally friendly disposal of carpet after usage. Foam carpet padding is available for a minimal fee. If you have a large order, please contact us to see if volume discounts may apply.

Custom Options

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



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

CLASSIC CARPET

Custom Cut

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

Standard Cut

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



Actual colors may vary slightly

FREEMAN

9900 Business Parkway
Lanham, MD 20706
(301) 918-7975 Fax: (469) 621-5609
FreemanWashingtonES@freeman.com

ONLINE PRICE
DISCOUNT PRICE
DEADLINE DATE
AUGUST 18, 2017

INCLUDE THE FREEMAN METHOD OF
PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **RAPS - THE REGULATORY CONVERGENCE / SEPTEMBER 10 - 12, 2017**

COMPANY NAME: _____ BOOTH #: _____ BOOTH SIZE: _____ X

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

For Assistance, please call (301) 918-7975 to speak with one of our experts.

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

For fast, easy ordering, go to www.freeman.com

10' CLASSIC CARPET , PADDING & PLASTIC COVERING

CHOOSE YOUR CARPET COLOR:

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

Qty	Description	Online Price	Discount Price	Standard Price	Total
_____	10' x 10' Classic Carpet	\$ 412.50	\$ 453.75	\$ 577.50	_____
_____	10' x 20' Classic Carpet	\$ 825.00	\$ 907.50	\$ 1,155.00	_____
_____	10' x 30' Classic Carpet	\$ 1,237.50	\$ 1,361.25	\$ 1,732.50	_____
_____	10' x 40' Classic Carpet	\$ 1,738.00	\$ 1,911.80	\$ 2,433.20	_____
_____	10' x 10' Carpet Padding - Single Layer.....	\$ 185.65	\$ 204.20	\$ 259.90	_____
_____	10' x 20' Carpet Padding - Single Layer.....	\$ 371.25	\$ 408.40	\$ 519.75	_____
_____	10' x 30' Carpet Padding - Single Layer.....	\$ N/A	\$ N/A	\$ N/A	_____
_____	10' x 40' Carpet Padding - Single Layer.....	\$ 792.00	\$ 871.20	\$ 1,108.80	_____
_____	10' x 10' Carpet Padding - Double Layer.....	\$ 371.25	\$ 408.40	\$ 519.75	_____
_____	10' x 20' Carpet Padding - Double Layer.....	\$ 742.50	\$ 816.75	\$ 1,039.50	_____
_____	10' x 30' Carpet Padding - Double Layer.....	\$ N/A	\$ N/A	\$ N/A	_____
_____	10' x 40' Carpet Padding - Double Layer.....	\$ 1,584.00	\$ 1,742.40	\$ 2,217.60	_____
_____	Plastic Covering (price per sq. ft.).....	\$ 1.05	\$ 1.15	\$ 1.45	_____

9' CLASSIC CARPET , PADDING & PLASTIC COVERING

CHOOSE YOUR CARPET COLOR:

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

Qty	Description	Online Price	Discount Price	Standard Price	Total
_____	9' x 10' Classic Carpet	\$ 275.00	\$ 302.50	\$ 385.00	_____
_____	9' x 20' Classic Carpet	\$ 550.00	\$ 605.00	\$ 770.00	_____
_____	9' x 30' Classic Carpet	\$ 880.00	\$ 968.00	\$ 1,232.00	_____
_____	9' x 40' Classic Carpet	\$ 1,039.80	\$ 1,143.80	\$ 1,455.70	_____
_____	9' x 10' Carpet Padding - Single Layer.....	\$ 193.05	\$ 212.35	\$ 270.25	_____
_____	9' x 20' Carpet Padding - Single Layer.....	\$ 386.10	\$ 424.70	\$ 540.55	_____
_____	9' x 30' Carpet Padding - Single Layer.....	\$ 605.00	\$ 665.50	\$ 847.00	_____
_____	9' x 40' Carpet Padding - Single Layer.....	\$ 706.85	\$ 777.55	\$ 989.60	_____
_____	9' x 10' Carpet Padding - Double Layer.....	\$ 351.45	\$ 386.60	\$ 492.05	_____
_____	9' x 20' Carpet Padding - Double Layer.....	\$ 386.10	\$ 424.70	\$ 540.55	_____
_____	9' x 30' Carpet Padding - Double Layer.....	\$ 1,054.35	\$ 1,159.80	\$ 1,476.10	_____
_____	9' x 40' Carpet Padding - Double Layer.....	\$ 1,413.70	\$ 1,555.05	\$ 1,979.20	_____
_____	Plastic Covering (price per sq. ft.).....	\$ 1.05	\$ 1.15	\$ 1.45	_____

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

TOTAL COST		
Sub- Total	+	6% Tax
	=	Total Cost

FREEMAN standard size carpet

Take advantage of the Online price by ordering at www.freeman.com before AUGUST 18, 2017

FREEMAN

9900 Business Parkway
Lanham, MD 20706
(301) 918-7975 Fax: (469) 621-5609
FreemanWashingtonES@freeman.com

ONLINE PRICE
DISCOUNT PRICE
DEADLINE DATE
AUGUST 18, 2017

INCLUDE THE FREEMAN METHOD OF
PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **RAPS - THE REGULATORY CONVERGENCE / SEPTEMBER 10 - 12, 2017**

COMPANY NAME: _____ BOOTH #: _____ BOOTH SIZE: _____ X

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS: _____

For Assistance, please call (301) 918-7975 to speak with one of our experts.

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

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

For fast, easy ordering, go to www.freeman.com

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

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

Sample: Booth Size: 10 x 25 = 250 sq. ft. @ \$ **4.50**

CHOOSE YOUR CARPET COLOR - 16 oz. Carpet:

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

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

Per sq. ft.	Booth Size: _____ x _____ = _____ sq. ft. @	Online Price	Discount Price	Standard Price	Total
		\$ 4.50	\$ 4.95	\$ 6.30	_____

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

CHOOSE YOUR CARPET COLOR - 28 oz. Carpet:

- Black Cardinal Charcoal Cream Gray Pearl Navy Toast Wedgewood White

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

	Booth Size: _____ x _____ = _____ sq. ft. @	Online Price	Discount Price	Standard Price	Total
1 - 700 sq. ft.		\$ 6.50	\$ 7.15	\$ 9.10	_____
Over 700 sq. ft.		\$ 5.90	\$ 6.50	\$ 8.25	_____

CHOOSE YOUR CARPET COLOR - 40 oz. Carpet:

- Black Charcoal Gray Pearl Navy White

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

	Booth Size: _____ x _____ = _____ sq. ft. @	Online Price	Discount Price	Standard Price	Total
1 - 700 sq. ft.		\$ 8.45	\$ 9.30	\$ 11.85	_____
Over 700 sq. ft.		\$ 7.75	\$ 8.55	\$ 10.85	_____

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

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

Sample: Booth Size: 10 x 25 = 250 sq. ft. @ \$ **2.20**

Qty	Description	Price per sq. ft. (90 sq. ft. minimum)	Online Price	Discount Price	Standard Price	Total
_____	Carpet Padding -1/2" (90 - 700 sq. ft.)		\$ 2.20	\$ 2.40	\$ 3.10	_____
_____	Carpet Padding-1/2" (Over 700 sq. ft.)		\$ 1.95	\$ 2.15	\$ 2.75	_____
_____	Double Carpet Padding - 1/2" (90 - 700 sq. ft.)		\$ 4.40	\$ 4.85	\$ 6.15	_____
_____	Double Carpet Padding -1/2" (Over 700 sq. ft.)		\$ 3.90	\$ 4.30	\$ 5.45	_____

TOTAL COST		
_____	+	_____
Sub- Total		6% Tax
	=	_____
		Total Cost

Take advantage of the Online price
by ordering at www.freeman.com
before AUGUST 18, 2017

FREEMAN cut to size carpet

FREEMAN

9900 Business Parkway
 Lanham, MD 20706
 (301) 918-7975 Fax: (469) 621-5609
 FreemanWashingtonES@freeman.com

INCLUDE THE FREEMAN METHOD OF
 PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **RAPS - THE REGULATORY CONVERGENCE / SEPTEMBER 10 - 12, 2017**

COMPANY NAME: _____ BOOTH #: _____ BOOTH SIZE: _____ X

CONTACT NAME : _____ PHONE #: _____

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CLEANING SERVICES

- Prices are based on total square footage of booth regardless of area to be cleaned.
- 100 sq. ft. minimum.
- Our exclusive cleaning contract for this show will not permit other service contractors, including exhibitor appointed contractors to provide this service.
- **Show Site Prices will apply to all cleaning orders placed at show site.**

VACUUMING (per sq. ft. - 100 sq. ft. minimum)

Qty (sq. ft.)	Part #	Description	Advance Price	Show Site Price	Total
_____	610100	Booth Vacuuming - One Time50	.70	_____
_____	610200	Booth Vacuuming - 2 Days	1.25	1.75	_____
_____	610300	Booth Vacuuming - 3 Days	1.75	2.45	_____
_____	610400	Booth Vacuuming - 4 Days	N/A	N/A	_____

- Includes emptying of your booth's wastebasket(s) at the time of vacuuming.

SHAMPOOING (per sq ft - 100 sq ft minimum)

Qty (sq. ft.)	Part #	Description	Advance Price	Show Site Price	Total
_____	630100	Shampoo Carpet - One Time	1.15	1.60	_____
_____	630200	Shampoo Carpet - 2 Days	2.25	3.15	_____
_____	630300	Shampoo Carpet - 3 Days	3.10	4.35	_____

PORTER SERVICE (per day)

Qty (# days)	Part #	Description	Advance Price	Show Site Price	Total
_____	620500	Exhibit Area / Under 500 sq.ft.	247.60	346.65	_____
_____	6201500	Exhibit Area / 501 - 1,500 sq. ft.	280.60	392.85	_____
_____	6202500	Exhibit Area / 1,501 - 2,500 sq. ft.	313.70	439.20	_____
_____	6203500	Exhibit Area / Over 2,500 sq.ft.....			Call for Quote

TOTAL COST

_____	+	_____	=	_____
Sub-Total		6 %Tax		Total Cost

FREEMAN cleaning

FIT TO PRINT

.....

SmartFabric™ is a triple layered fabric made of 100% polyester that's ideal for printed graphics. It's an extremely versatile all-in-one fabric and has been treated to meet NFPA 701 small-scale flammability standards.



SMARTFABRIC™ RENTAL EXHIBITS



10 x 10 ft. unit

FRAME

117"W 93.5"H



10 x 20 ft. unit

FRAME

234"W 93.5"H

CLEAR ACRYLIC SHELF

36"W 12"H .25"D

(up to 15lbs each)

RENTAL EXHIBITS INCLUDE:

- Custom Fabric Graphic (item purchased to keep)
- Zippered Carrying Case for Fabric Graphic (item purchased to keep)
- Rental Frame
- 9'x10' or 9'x20' Classic Carpet (color selections on page 3)
- Exhibit Installation & Dismantle
- Exhibit Material Handling
- Nightly Vacuuming
- 2 Arm Lights per 10' Booth
- 4 Arm Lights per 20' Booth
- 2 Clear Acrylic Shelves per 10' Booth (36"x12", up to 15 lbs.)
- 4 Clear Acrylic Shelves per 20' Booth (36"x12", up to 15 lbs.)
- Power (500 watts) for LIGHTS only (and Labor to hang lights)

FRAME ONLY UNIT

This option is available for customers who have previously rented the SmartFabric™ Rental Exhibit and are reusing their backwall graphic. Fabric from other sources will not be installed on this Freeman frame rental. If you need Freeman to create a new graphic, please select the SmartFabric™ Rental Exhibit. No fabric graphics will be provided separately from the rental unit.



10 x 10 ft. frame



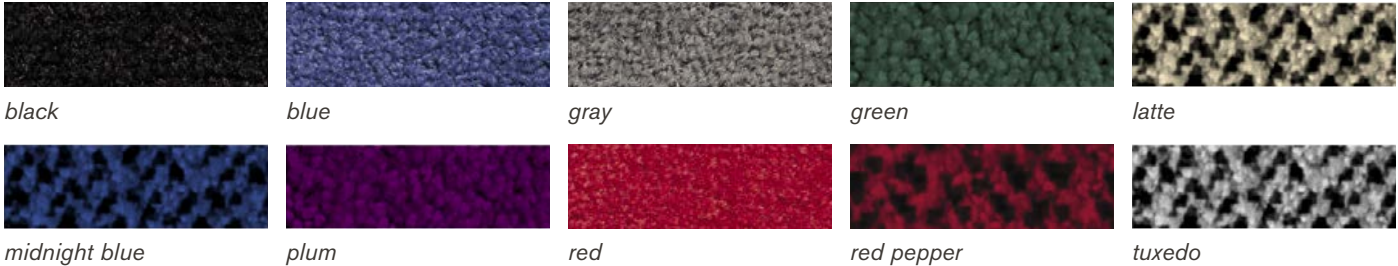
10 x 20 ft. frame

RENTAL EXHIBITS INCLUDE:

- Rental Frame
- 9'x10' or 9'x20' Classic Carpet (color selections on page 3)
- Exhibit Installation & Dismantle
- Exhibit Material Handling
- Nightly Vacuuming
- 2 Arm Lights per 10' Booth
- 4 Arm Lights per 20' Booth
- 2 Clear Acrylic Shelves per 10' Booth (36"x12", up to 15 lbs.)
- 4 Clear Acrylic Shelves per 20' Booth (36"x12", up to 15 lbs.)
- Power (500 watts) for LIGHTS only (and Labor to hang lights)

CLASSIC CARPET

9'x10' or 9'x20' (16 oz.) – Color Options Included with Rental Package Options Above



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

PRESTIGE CARPET

(28 oz.) – Available Upgrade Color Options



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

ACCESSORIES

SmartFabric Rental packages include these accessories. Refer to the "Rental Exhibits Include" sections of each package. These items are available to order as additional accessories if needed.

SMARTFABRIC ZIPPERED CARRYING CASE

20"W 8"H 16"D



CLEAR ACRYLIC SHELF

36"W 12"H .25"D
(up to 15lbs each)



CUSTOM GRAPHICS

A Freeman Exhibitor Sales Specialist will contact you to review the process for providing graphic files and to review helpful tips that will ensure a successful graphic print. Freeman can custom design a graphic file for you using our graphic design services that guarantees a high resolution backwall graphic. Ask your Exhibitor Sales Specialist for more information.

“CLEAN FOOTPRINT” BOOTH PACKAGE

When you select the “Clean Footprint” package your booth will use only materials that can be reused or recycled. All flooring, lighting, furniture and booth structure will go back into inventory to be reused again. Your personalized graphic panels used in the booth will be on a reusable and recyclable substrate.



FREEMAN

9900 Business Parkway
 Lanham, MD 20706
 (301) 918-7975 Fax: (469) 621-5609
 FreemanWashingtonES@freeman.com

DISCOUNT PRICE
 DEADLINE DATE
 AUGUST 18, 2017

INCLUDE THE FREEMAN METHOD OF
 PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **RAPS - THE REGULATORY CONVERGENCE / SEPTEMBER 10 - 12, 2017**

COMPANY NAME: _____ BOOTH #: _____ BOOTH SIZE: X

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

For Assistance, please call (301) 918-7975 to speak with one of our experts.

For fast, easy ordering, go to www.freeman.com

SMARTFABRIC EXHIBIT

SmartFabric Exhibits provide a custom printed fabric graphic to keep and re-use on future events.



SmartFabric Rental Exhibit Includes:

- 116.5" X 92.5" Custom Fabric Graphic (Purchased item to keep)
- Carrying Case for Graphic (To carry the purchased fabric graphic)
- Classic Carpet 9' X 10' or 9' X 20' (Select color below)
- Installation & Dismantle of Exhibit
- Material Handling of Exhibit
- Nightly Vacuuming
- 2-Arm Lights (per 10 ft.)
- 2 Shelves (36" x 12", supports up to 15 lbs.)
- Power (500 watts) for LIGHTS only (and Labor to hang lights)

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

Qty	Description	Discount	Standard	Total
_____	10' x 10' SmartFabric Exhibit.....	\$ 1,989.75	\$ 2,785.65	_____
_____	10' x 20' SmartFabric Exhibit.....	\$ 3,879.75	\$ 5,431.65	_____

CUSTOM GRAPHICS

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

FRAME ONLY UNIT

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



Frame Only Unit Includes:

- Classic Carpet 9' X 10' or 9' X 20' (Select color below)
- Installation & Dismantle of Exhibit
- Material Handling of Exhibit
- Nightly Vacuuming
- 2-Arm Lights (per 10 ft.)
- 2 Shelves (36" x 12", supports up to 15 lbs.)
- Power (500 watts) for LIGHTS only (and Labor to hang lights)

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

Qty	Description	Discount	Standard	Total
_____	10' x 10' Frame Only Unit.....	\$ 1,254.75	\$ 1,756.65	_____
_____	10' x 20' Frame Only Unit.....	\$ 2,094.75	\$ 2,932.65	_____

ACCESSORIES

Qty	Description	Discount	Standard	Total
_____	SmartFabric Arm Light	\$ 68.25	\$ 95.55	_____
_____	SmartFabric Acrylic Shelf (supports up to 15 lbs.).....	\$ 157.50	\$ 220.50	_____
_____	SmartFabric Carrying Case (purchase).....	\$ 21.00	\$ 29.40	_____

QUICK TIPS

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

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

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

TOTAL COST		
_____	+	_____ = _____
Sub-Total		6 % Tax Total Cost

RENTAL EXHIBITS THAT IMPRESS

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

PACKAGE 1



10 X 20

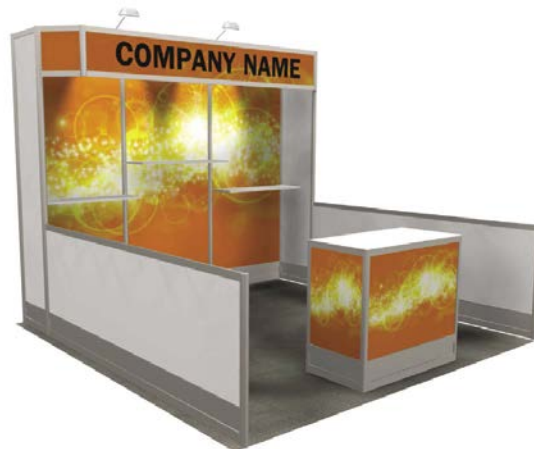


10 X 10

PACKAGE 1 UPGRADE OPTIONS

With Graphics and Cabinet

10 X 10



FREEMAN

PACKAGE 2



10 X 20



10 X 10

PACKAGE 3



10 X 20



10 X 10

PACKAGE 4



10 X 20



10 X 10

PACKAGE 2 UPGRADE OPTIONS

With Graphics and Cabinet

10 X 10



PACKAGE 3 UPGRADE OPTIONS

With Graphics and Cabinet

10 X 10



PACKAGE 4 UPGRADE OPTIONS

With Graphics and Cabinet

10 X 10



FREEMAN

PACKAGE 5



10 X 20



10 X 10

PACKAGE 6



10 X 20



10 X 10

PACKAGE 5 UPGRADE OPTIONS

With Graphics and Cabinet

10 X 10



PACKAGE 6 UPGRADE OPTIONS

With Graphics and Cabinet

10 X 10



FREEMAN

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



10 X 10

SLATWALL



10 X 10

COLORED PANELS



10 X 10

SHELVES



10 X 10

BLACK METAL



CABINETS

Booth Panel Options – Color Options Included with Rental Package



Classic Carpet (16 oz.) – Color Options Included with Rental Package Options Above



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

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



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

Rental Exhibits Include:

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

questions?

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



“CLEAN FOOTPRINT” BOOTH PACKAGE

When you select the “Clean Footprint” package your booth will use only materials that can be reused or recycled. All flooring, lighting, furniture and booth structure will go back into inventory to be reused again. Your personalized graphic panels used in the booth will be on a reusable and recyclable substrate.

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FreemanWashingtonES@freeman.com

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COMPANY NAME: _____ **BOOTH #:** _____ **BOOTH SIZE:** _____ X

CONTACT NAME : _____ **PHONE #:** _____

E-MAIL ADDRESS : _____

For Assistance, please call (301) 918-7975 to speak with one of our experts.

For fast, easy ordering, go to www.freeman.com

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

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

RENTAL EXHIBITS

		Discount Price	Standard Price		Discount Price	Standard Price	
Package 1	<input type="checkbox"/> 10' x 10'	3,918.70	5,486.20	<input type="checkbox"/> 10' x 20'	7,476.25	10,466.75	_____
Package 2	<input type="checkbox"/> 10' x 10'	2,334.55	3,268.35	<input type="checkbox"/> 10' x 20'	4,307.90	6,031.05	_____
Package 3	<input type="checkbox"/> 10' x 10'	2,406.60	3,369.25	<input type="checkbox"/> 10' x 20'	4,452.00	6,232.80	_____
Package 4	<input type="checkbox"/> 10' x 10'	4,301.75	6,022.45	<input type="checkbox"/> 10' x 20'	8,242.35	11,539.30	_____
Package 5	<input type="checkbox"/> 10' x 10'	2,343.95	3,281.55	<input type="checkbox"/> 10' x 20'	4,326.70	6,057.40	_____
Package 6	<input type="checkbox"/> 10' x 10'	2,434.70	3,408.60	<input type="checkbox"/> 10' x 20'	4,508.25	6,311.55	_____

CHOOSE YOUR PANEL

- Black Fabric
 Blue Fabric
 Gray Fabric
 White Hardwall
 White Perfboard

CARPET

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

Check color choice

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

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

LIGHTING

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

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

Additional power must be ordered separately.

HEADER IDENTIFICATION SIGN

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

- Black Blue Brown Burgundy PMS Color _____
 Red Teal White Green Font Type _____

Indicate exactly how you want your company name to appear:

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

ENHANCE YOUR EXHIBIT

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

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

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

TOTAL COST		
_____	+	_____ = _____
Sub-Total		6 % Tax Total Cost

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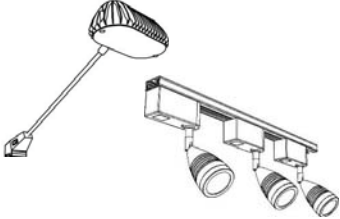
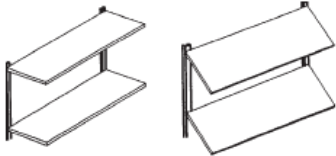
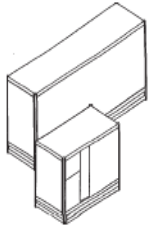
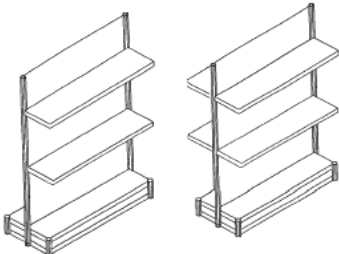

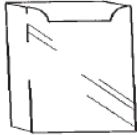
COMPANY NAME: _____ BOOTH #: _____ BOOTH SIZE: _____ X

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

For Assistance, please call (301) 918-7975 to speak with one of our experts.

For fast, easy ordering, go to www.freeman.com
ACCESSORIES FOR RENTAL UNITS

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

Qty	Part #	Description	Discount Price	Standard Price	Total
LIGHT FIXTURES					
(electrical service & labor to install lights not included)					
___	172512	Arm Light	111.60	156.25	_____
___	172514	4' Tracklight (3 lights)	N/A	N/A	_____
___	17252	Halogen Light	146.10	204.55	_____

CABINETS & LOCKS					
Cabinets					
<input type="checkbox"/> Black Fabric <input type="checkbox"/> Blue Fabric <input type="checkbox"/> Gray Fabric <input type="checkbox"/> White PVC					
___	17305	1M x ½M x 36" High.....	523.05	732.25	_____
___	17306	1M x ½M x 42" High.....	523.05	732.25	_____
___	17308	2M x ½M x 36" High.....	755.75	1,058.05	_____
___	17309	2M x ½M x 42" High.....	755.75	1,058.05	_____
___	173010	1M Radius x ½M x 36" High.	747.85	1,047.00	_____
___	173011	1M Radius x ½M x 42" High..	747.85	1,047.00	_____
(Radius Cabinets do not have doors)					
___	17301	Cabinet Lock	37.35	52.30	_____
Inside Shelves Available Quoted on Request					

Qty	Part #	Description	Discount Price	Standard Price	Total
GONDOLAS					
Gondolas					
<input type="checkbox"/> Blue Fabric <input type="checkbox"/> Gray Fabric <input type="checkbox"/> Perboard <input type="checkbox"/> White PVC					
___	174541	Single Sided 1M x 4' High...	495.00	693.00	_____
___	174542	Double Sided 1M x 4' High..	557.75	780.85	_____
___	174581	Single Sided 1M x 8' High...	N/A	N/A	_____
___	174582	Double Sided 1M x 8' High..	N/A	N/A	_____

SHELVES					
___	17201	1M Straight (37" x12")	90.60	126.85	_____
___	17206	1M Angled (37" x 12")	105.80	148.10	_____

LITERATURE POCKETS					
___	174015	For 8½ x 11 Literature	N/A	N/A	_____

TOTAL COST					
_____	Sub-Total	+	_____	6% Tax	= _____
			_____	Total Cost	_____

Don't see what you need?
Please call Exhibitor Sales at (301) 918-7975.

** Remember to make a selection for items with checkboxes. Otherwise, a selection will be made for you.*

FLEXING TO FIT YOUR NEEDS

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



Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to www.freeman.com

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

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

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



FLOOR UNITS

10'w x 8'h Floor Standing Unit

20'w x 8'h Floor Standing Unit

TABLE TOP UNITS

6'w x 40"h Table Top Unit

8'w x 40"h Table Top Unit

FREEMAN

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AUGUST 18, 2017

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PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **RAPS - THE REGULATORY CONVERGENCE / SEPTEMBER 10 - 12, 2017**

COMPANY NAME: _____ BOOTH #: _____ BOOTH SIZE: _____ X

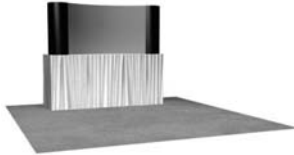
CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

For Assistance, please call (301) 918-7975 to speak with one of our experts.

For fast, easy ordering, go to www.freeman.com

TABLETOP UNIT



RENTAL			QTY	TOTAL
Size	Discount Price	Standard Price		
40"H x 6'W	996.80	1,395.50	_____	_____
40"H x 8'W	1,163.05	1,628.25	_____	_____
PURCHASE*				
Size	Discount Price	Standard Price		
40"H x 6'W	1,233.60	1,727.05	_____	_____
40"H x 8'W	1,398.00	1,957.20	_____	_____

*Shipping Not Included

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

Purchase Units Include:

1-Case
One Time Installation & Dismantle

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

Fabric Panel Colors for All Units: Black Gray

Additional Fabric Panel Colors for Purchase Units Only:
 Blaze Red Blueberry Emerald Silver

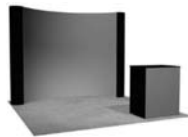
***Other Colors Also Available for Purchase Units**

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

Table Drape:

Black Blue Brown Green Flax
 Gold Gray Plum Red White

FLOOR UNIT



RENTAL			QTY	TOTAL
Size	Discount Price	Standard Price		
8'H x 8'W	1,661.25	2,325.75	_____	_____
8'H x 10'W	1,987.40	2,782.35	_____	_____
PURCHASE*				
Size	Discount Price	Standard Price		
8'H x 8'W	2,824.35	3,954.10	_____	_____
8'H x 10'W	3,316.45	4,643.05	_____	_____

*Shipping Not Included

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

Purchase Units Include:

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

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

Fabric Panel Colors for All Units: Black Gray

Additional Fabric Panel Colors for Purchase Units Only:
 Blaze Red Blueberry Emerald Silver

***Other Colors Also Available for Purchase Units**

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

All Classic carpet contain recycled content and are recyclable.

CUSTOM GRAPHIC / PHOTO PANELS

Our custom graphic panels can dramatically enhance your exhibit's appearance.

Please check the box to have an Exhibitor Sales Specialist contact you to assist in creating a unique exhibit.

OPTIONAL ACCESSORIES			RENTAL			PURCHASE			
Part #	Description	Qty	Discount Price	Standard Price	Total	Qty	Discount Price	Standard Price	Total
1715800	2-200 Watt Halogen Light Kit	_____	206.90	289.65	_____	_____	293.05	410.25	_____
1715801	1-200 Watt Halogen Light Kit	_____	108.15	151.40	_____	_____	214.80	300.70	_____
1715802	Straight Shelf	_____	83.05	116.25	_____	_____	148.95	208.55	_____
1715803	Angled Shelf	_____	83.05	116.25	_____	_____	148.95	208.55	_____

QUICK TIPS

* If shipping literature or products, material handling rates will apply.

* Order in advance to save time, money and ensure availability. **Orders received after the deadline date or without payment will be charged the Standard Price.**

PURCHASE UNITS TOTAL COST

Sub-Total	+	6% Tax	=	Total Cost
-----------	---	--------	---	------------

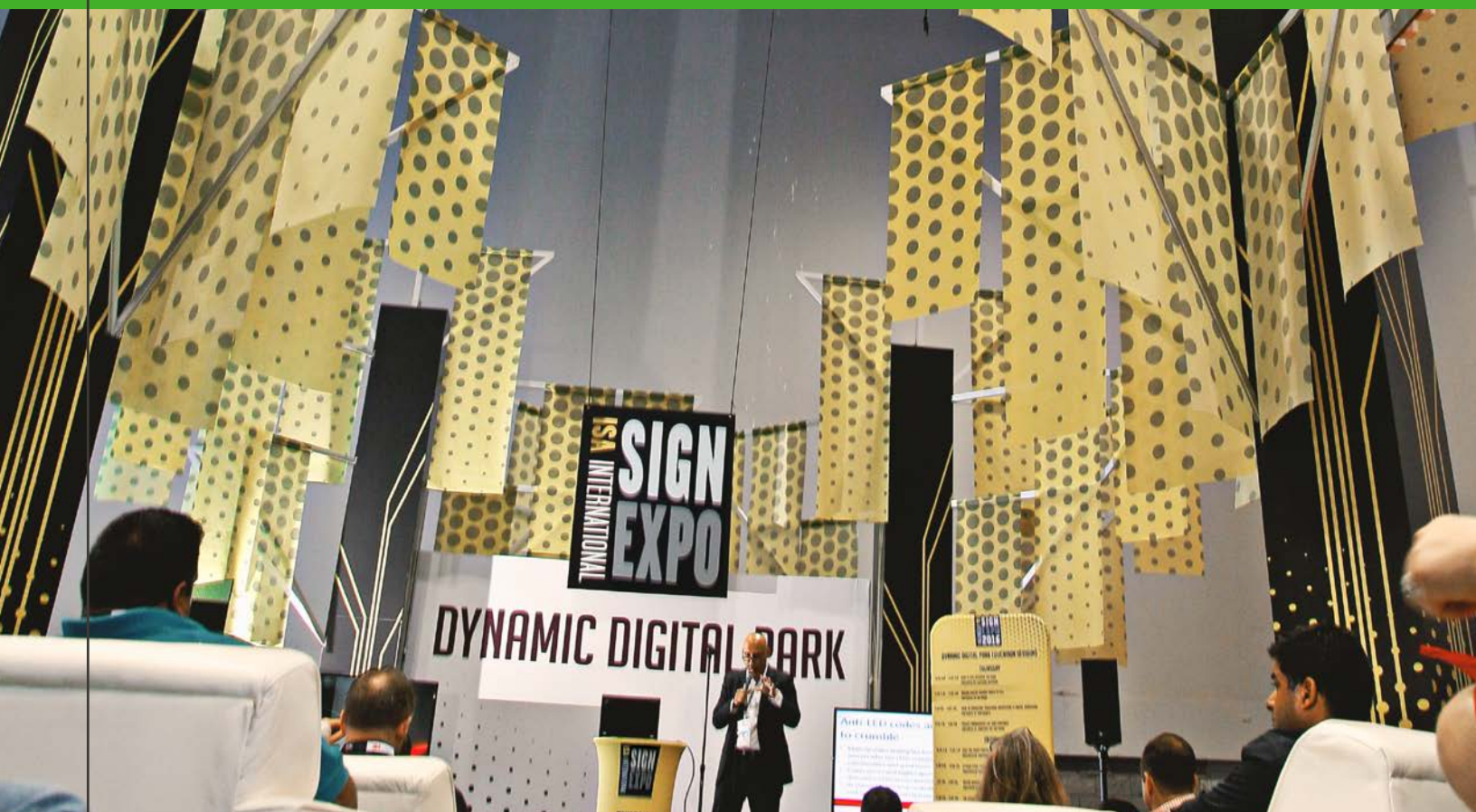
RENTAL UNITS TOTAL COST

Sub-Total	+	6% Tax	=	Total Cost
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SEEING IS BELIEVING

Quality graphics contribute significantly to the impact of your exhibit. With state-of-the-art design and printing capabilities, Freeman brings your banners, signage, and exhibit graphics to life in a larger-than-life way. Our graphics products redefine "high definition," which means your brand has never been seen like this before.

- Photo-quality / high-resolution printing on a variety of rigid and rolled material including honeycomb, foam, Polyfoam, PVC, acrylic, fabric, vinyl and mesh materials
- Grand Format printers provide high-resolution digital printing of single and double-sided banners in virtually any size
- Electronic file transfer, in-house printing, and company-wide procedure standardization allow us to control quality, cost and scheduling on a nationwide basis
- Freeman's extensive resources ensure that last minute repairs and replacements are handled efficiently as needed, no matter where your event may be located



Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to www.freeman.com

CREATING VISUAL EXCITEMENT

Quality graphics contribute significantly to the impact of your exhibit. Vivid colors and sharp images attract attention, build traffic, and communicate messages more effectively. Freeman has invested in the latest printing technology and has the skills to provide you with the finest high-resolution digital graphic reproduction available.

STATE-OF-THE-ART CAPABILITIES

Freeman can provide four-color, photo-quality, high-resolution digital printing in virtually any size for banners, signage, exhibit graphics, and more. Each Freeman location has stand-alone printing capabilities, along with two additional graphic locations for additional support and for special requirements.

SUPERIOR QUALITY CONTROL

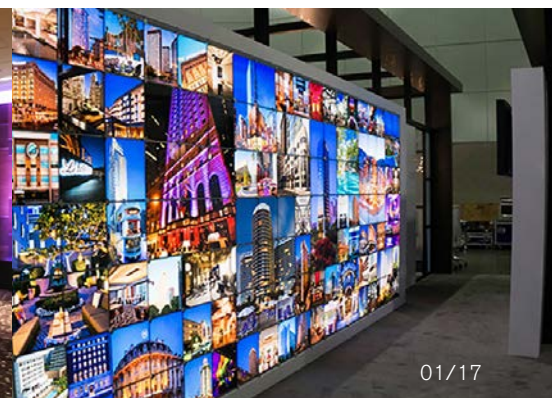
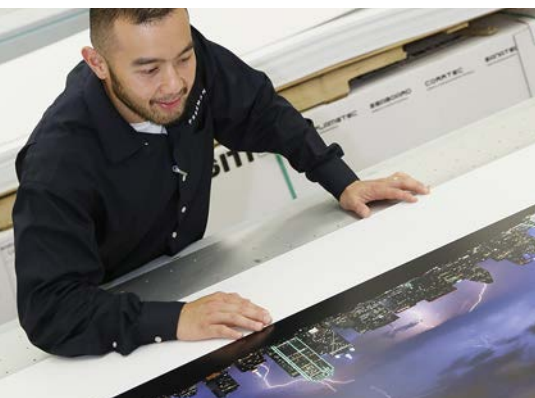
Electronic file transfer, in-house printing, and company-wide standardization of procedures allow us to control quality, cost and scheduling for our customers on a nationwide basis. Last minute repairs and replacements are handled efficiently through our nationwide resources.

DEPTH OF RESOURCES

- 5M UV roll printers provide grand format, four-color, high-resolution digital printing of single and double-sided banners up to 10' wide and virtually any size with seams.
- 3M Dye Sublimation printers provide 10' fabric graphics that work perfectly in our SmartWall panel system.
- UV flatbeds print directly to a variety of ridged materials and offer a 100% recyclable graphic when using a cardboard substrate.
- Large format Eco-Solvent printers produce high quality graphics for wall, carpet and window applications.
- 3M high speed digital cutters allow for precise cutting of multiple panel applications and also custom router graphic panels.
- Computer-aided graphic design & layout available for your assistance.

REPRODUCTION AND INSTALLATION

- Suspended banners
- Accent graphic photo panels
- Large format signage and banners
- Logo reproduction
- Backlit displays and murals
- Four-color carpet image printing



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CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS: _____

For Assistance, please call (301) 918-7975 to speak with one of our experts.

For fast, easy ordering, go to www.freeman.com

GRAPHICS

To order your graphics, complete this order form and attach your sign copy or electronic file.

Please see artwork guidelines for electronic files on page 2 of this form.

Note: All graphics are subject to a 100% Cancellation Charge.

DIGITAL GRAPHICS

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

_____ L X _____ W = _____ sq.ft.

sq. ft. _____ \$ 26.95 per sq. ft. discount price
x or = \$ _____
\$ 53.90 per sq. ft. standard price

- Minimum order per graphic 9 sq. ft. (1296 sq. in.)
- Double sq. ft. for double-sided graphics
- Round sq. ft. to next whole increment
- File conversion, retouching, cloning or color correcting may incur additional labor charges. (See reverse side for graphic guidelines.)

LARGE DIGITAL GRAPHICS

Please call an Exhibitor Sales Specialist for price quotes on graphics over 80 sq. ft.

File Information:

Electronic File Name _____

Application _____

PMS Colors _____

Backing Material:

- | | |
|---|--|
| <input type="checkbox"/> Freeman Foam (Foamcore) | <input type="checkbox"/> Masonite |
| <input type="checkbox"/> Freeman PVC (PVC) | <input type="checkbox"/> Plexi |
| <input type="checkbox"/> Freeman HD Foam (Gatorfoam) | <input type="checkbox"/> Freeman Honeycomb (Eco-Board) |
| <input type="checkbox"/> Freeman Polyfoam (Ultra Board) | <input type="checkbox"/> Other |

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

Vertical Horizontal Use Your Judgment For Sign Layout

Special Instructions _____

01/17 (452514)

STANDARD SIZES

CHOOSE YOUR SIZE:

QTY.	Discount Price	Standard Price	TOTAL
7" x 11" @ _____	54.00	108.00 =	_____
7" x 22" @ _____	54.00	108.00 =	_____
7" x 44" @ _____	57.50	115.00 =	_____
9" x 44" @ _____	74.25	148.50 =	_____
11" x 14" @ _____	54.00	108.00 =	_____
14" x 22" @ _____	57.50	115.00 =	_____
14" x 44" @ _____	115.50	231.00 =	_____
22" x 28" @ _____	115.50	231.00 =	_____
28" x 44" @ _____	231.05	462.10 =	_____
20" x 60" @ _____	224.85	449.70 =	_____

(white only)

Note: File conversion, retouching, cloning or color may incur additional labor charges. (See reverse side for graphic guidelines.)

INDICATE YOUR SIGN COPY HERE:

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

Vertical Horizontal Use Your Judgment For Sign Layout

Background Color: _____

Lettering Color: _____

TOTAL COST		
Sub-Total	+	6 % Tax
		= Total Cost

CUSTOMER GUIDELINES FOR SUBMITTING GRAPHICS ARTWORK

Our goal is to provide you with the best possible quality graphics for your event or exhibit. You can help us in that effort by providing digital art files using the following guidelines. If you are sending us completed, print-ready files, please pass the following information on to your graphics designer or art department. Two overall considerations for submitting acceptable artwork involves proper resolution or size of the file to avoid poor quality images, and proper color matching information and proofs to ensure accurate color reproduction.

PLEASE PROVIDE THE FOLLOWING WHEN SUBMITTING ART

RASTER ART (photos, logos containing any continuous tone images):

- Art submitted at 1:1 (100%), resolution should be no less than 60 dpi (100 dpi preferred)
- Art submitted at 2:1 (50%), resolution should be no less than 120 dpi (200 dpi preferred)
- Art submitted at 4:1 (25%), resolution should be no less than 240 dpi (400 dpi preferred)

VECTOR ART:

- Logos should be vector and have outlined fonts (if provided as bitmap, please use high-res images)

FONTS and LINKS

- Supply all fonts used in your design (zip Mac fonts). If unsure how to collect fonts, convert them to outlines
- Supply all links used in your document. Use packaging feature if available. If unsure how to collect links, embed them in the file when saving.

COLOR

- If PMS color matching is required, please use original Pantone + Solid Coated swatches in your artwork. Modifying Pantone names will result in printing default color (CMYK)
- CMYK artwork will be produced "As Is". Our color output is balanced and vibrant.
- Convert RGB art to CMYK if possible.
- If you are sending Certified Color Proofs (Gracol, Swop, Fogra), please provide ICC file information used to print your samples. Best option would be to include ICC chart on your prints.

ARTWORK IN THE STRUCTURE

- Please note that any panels going in the metal frame will hide 1/4" of your art all the way around. If you have a continuous wall where individual panels are divided by metal, use 1.25" spacing in between each panel to account for gaps and the natural flow of the graphics.

ACCEPTABLE FILE SOFTWARE

We are capable of working with both PC and MAC based software, and can accept art created with the ADOBE Creative Suite - Illustrator, InDesign, and Photoshop

Always provide the following:

- Native files with fonts and links (zipped)
- High-res PDF-X/4 exports of the files

ACCEPTABLE FILE TYPES and SUPPORT FILES

NATIVE FILES:

- AI CLOUD (CC) file with Packaged supporting links and fonts. You may keep images linked but Packaging feature must be used.
- AI (CS6, CS5, CS4...) file with embedded links and outlined fonts
- EPS file with embedded links and outlined fonts
- INDD file with Packaged supporting links and fonts

PRINT FILES:

- High-res PDF-X/4 (preferred)
- AI with PDF content (choose this option when saving file)
- EPS files with embedded links and outlined fonts

RASTER OR BITMAP ART:

- Photoshop EPS (preferred, use 8-bit preview, Max, Quality JPG compression)
- PSD (make sure font layers are rasterized)
- TIFF, JPG (quality 8 and higher)

Mac users: Use Zip or Stuffit programs when submitting fonts other than OTF (Open Type Fonts)

WAYS TO SEND ARTWORK

• Files below 10 MB can be delivered via email. Larger files may be posted to Freeman's FTP site. You may get the password and other needed information from your Freeman service representative in order to post files. However, a hard copy proof and backup of the files on CD-Rom/DVD may be required to be sent via overnight delivery in addition to posting the electronic files. Please call (301) 918-7975 for assistance.

LET US DO THE HEAVY LIFTING

Freeman specialists are ready to assist you with all of your exhibit requests, from beginning to end. And when it comes to installing and dismantling exhibits, we make no exceptions. Whether it's shipping and storage, emergency on-site repairs, basic installation and dismantling or support service coordination, including electrical, furnishings and more, Freeman has the resources and capabilities to ensure the most successful show experience possible.



Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to www.freeman.com

Freeman installation & dismantling experts work closely with you to coordinate every phase of your trade show participation, including:

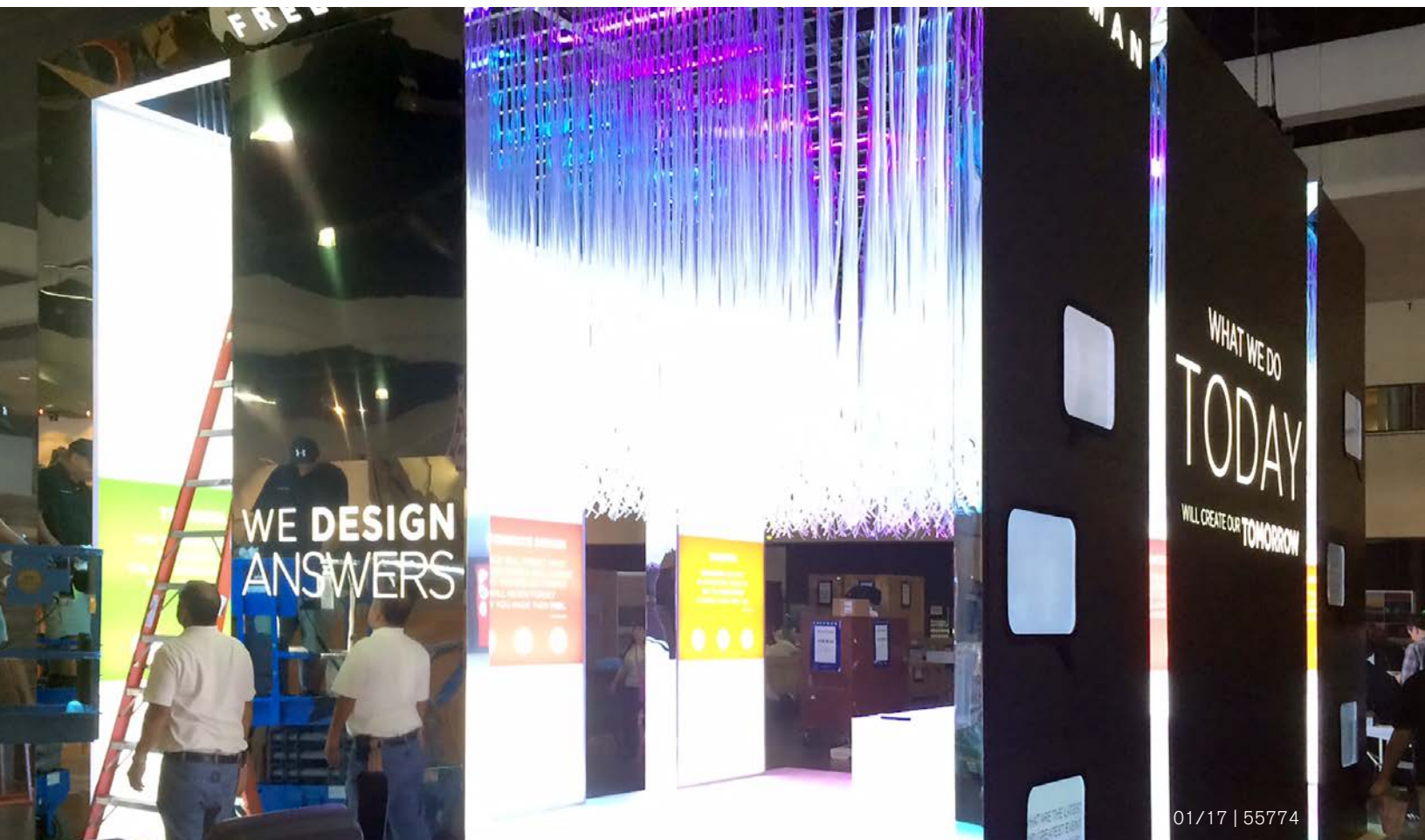
- Pre-planning and budget consultation
- Skilled labor coupled with support services coordination - electrical, furnishings, floral, transportation, and audio visual
- On-site supervisors with dedicated floor managers
- Full, in-house carpentry for emergency repairs and refurbishing
- Post-show evaluations focused on incremental improvement to meet rapidly changing market conditions based upon customer feedback
- Post-show evaluations that help identify small changes that make big impacts

ON-SITE SUPERVISION

You may wish to supervise labor on your own, but if you need assistance, Freeman installation & dismantling experts will get the job done as an extension of your team.

If You Use Freeman Staff

Exhibits can be set up prior to your arrival under the direction of Freeman I&D supervisors.



01/17 | 55774

F R E E M A N

BALTIMORE/WASHINGTON AREA UNION REGULATIONS

To assist you in your planning efforts for the upcoming exposition, we are certain you will appreciate knowing in advance that union labor may be required for certain aspects of your exhibit handling. To help you understand the various union jurisdictions, we ask that you read the following:

EXHIBIT INSTALLATION AND DISMANTLING

The installation and dismantling of prefabricated displays comes under the jurisdiction of the carpenters' union. However, two (2) full-time exhibiting company employees may work without Carpenter Labor for one (1) hour on the installation (move-in) and one (1) hour on the dismantle (move-out) without union labor on booths that are larger than 10' x 10'. Exhibitors may work in booths 10' x 10' or smaller without the use of union labor.

Exhibitors are not permitted to use POWER TOOLS (electric drills, power saws, etc.) on booths of any size. Manual tools such as hammers, screwdrivers, ratchets, pry bars, etc. are allowable for exhibitor use within size and time limitations. Exhibitors may not borrow tools, ladders or other equipment from the exhibit facility and/or Freeman.

MATERIAL HANDLING

One individual from each exhibiting company is permitted one trip to hand-carry items into the exhibit facility. The exhibitor use of dollies, hotel baggage carts, flat trucks and other mechanical equipment, is *not* permitted. Freeman will control access to the trade show floor which includes access from the loading docks and/or all doorways into an exhibit facility. This will help to provide a safe and orderly move-in/move-out. Unloading or reloading of any freight into the exhibit hall by any and all private vehicles and contracted carriers will be handled by Freeman. Rates for material handling services are enclosed in this exhibitor service manual.

Freeman shall be the sole authority on all matters in the DOCK area. This shall include but not be limited to such items as assignment of dock space and loading or unloading of all materials and equipment.

Any conflicts or disagreements regarding the union jurisdictions or interpretations thereof should be resolved with representatives of Freeman and Show Management.

SAFETY

Standing on chairs, tables or other rental furniture is prohibited. This furniture is not engineered to support your standing weight. Freeman cannot be responsible for injuries or falls caused by the improper use of rental furniture. Please assist in our efforts to provide a SAFE WORKING ENVIRONMENT for everyone.

TIPPING

Freeman requests that exhibitors do not tip our employees. They are paid at an excellent wage scale denoting a professional status, and we feel that tipping is not necessary. This applies to all Freeman employees.

FREEMAN

9900 Business Parkway
Lanham, MD 20706
Ph: 301-918-7975 • Fax: 469-621-5609
FreemanWashingtonES@freeman.com

INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **RAPS - THE REGULATORY CONVERGENCE / SEPTEMBER 10 - 12, 2017**

COMPANY NAME _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS _____

For Assistance, please call 301-918-7975 to speak with one of our experts.

For fast, easy ordering, go to www.freeman.com

DISPLAY LABOR (One Hour Minimum per Worker)

Description	Advance Price	Show Site Price
Straight Time- 8:00 A.M. to 5:00 P.M. Monday through Friday	\$ 102.75	\$ 144.00
Overtime- 5:00 P.M. to 8:00 A.M. Monday through Friday		
All Day Saturday and Sunday	\$ 154.00	\$ 215.75
Double Time- All recognized holidays	\$ 205.50	\$ 287.75
<u>Recognized Holidays:</u> New Year's Day, January 1, 2017; Martin Luther King Day, January 16, 2017; President's Day, February 20, 2017; Memorial Day, May 29, 2017; Independence Day, July 4, 2017; Labor Day, September 4, 2017; Veteran's Day, November 11, 2017; Thanksgiving Day, November 23, 2017; Christmas Eve, December 24, 2017; Christmas Day, December 25, 2017		

- **Show Site prices will apply to all labor orders placed at show site.**
- Price is per person/per hour.
- Start time guaranteed only at start of working day.
- One hour minimum per person - labor thereafter is charged in half (1/2) hour increments.
- Labor must be canceled in writing, 24 hours in advance to avoid a one (1) hour cancellation fee per worker.
- When scheduling dismantle labor, be sure to allow sufficient time for empty containers to be returned to your booth.
- Freeman supervised jobs will be completed at our discretion prior to show opening and before the hall must be cleared. **Please include setup plan/photo, special instructions & inbound shipping information with this order.**

INSTALLATION LABOR

Freeman Supervised Labor - Please complete the next page of this form.

- Installation of your exhibit will be completed at our discretion prior to show opening.
- The charge for this service is 30% of the total installation labor bill, with a minimum of \$45.00.

Emergency contact: _____ Phone Number: _____

Exhibitor Supervised Labor (Supervisor must check in at Service Desk to pick up labor)

Supervisor will be: _____ Phone Number: _____

Date	Start Time	No. of People	Approx. Hrs. per Person	Total Hrs.	Hourly Rate	Estimated Total Cost
_____	_____	_____	x _____ = _____	_____	@ \$ _____ = \$ _____	_____
_____	_____	_____	x _____ = _____	_____	@ \$ _____ = \$ _____	_____
_____	_____	_____	x _____ = _____	_____	@ \$ _____ = \$ _____	_____
Freeman Supervision (30%/\$45.00)						= \$ _____
Tax						= \$ (N/A)
Total Installation						= \$ _____

DISMANTLE LABOR

Freeman Supervised Labor - Please complete the reverse side of this form.

- Freeman is not responsible for product or literature that is not properly packed and labeled by exhibitor.
- The charge for this service is 30% of the total dismantle labor bill, with a minimum of \$45.00.

Emergency contact: _____ Phone Number: _____

Exhibitor Supervised Labor (Supervisor must check in at Service Desk to pick up labor)

Supervisor will be: _____ Phone Number: _____

Date	Start Time	No. of People	Approx. Hrs. per Person	Total Hrs.	Hourly Rate	Estimated Total Cost
_____	_____	_____	x _____ = _____	_____	@ \$ _____ = \$ _____	_____
_____	_____	_____	x _____ = _____	_____	@ \$ _____ = \$ _____	_____
_____	_____	_____	x _____ = _____	_____	@ \$ _____ = \$ _____	_____
Freeman Supervision (30%/\$45.00)						= \$ _____
Tax						= \$ (N/A)
Total Dismantle						= \$ _____

FREEMAN installation & dismantle

NAME OF SHOW: **RAPS - THE REGULATORY CONVERGENCE / SEPTEMBER 10 - 12, 2017**

COMPANY NAME: _____

BOOTH#: _____

CONTACT NAME: _____

PHONE#: _____

FREEMAN SUPERVISED LABOR

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

INBOUND SHIPPING & SET UP INFORMATION

Freight will be shipped to Warehouse _____ Show Site _____ Date Shipped _____

Total No. of: _____ Crates _____ Cartons _____ Fiber Cases _____

Setup Plan/Photo: Attached _____ To Be Sent With Exhibit _____ In Crate No. _____

Carpet: With Exhibit _____ Rented From Freeman _____ Color _____ Size _____

Electrical Placement: _____ Drawing Attached Drawing With Exhibit Electrical Under Carpet _____

Comments: _____

Graphics: With Exhibit _____ Shipped Separately _____

Comments: _____

Special Tools/Hardware Required: _____

OUTBOUND SHIPPING INFORMATION

SHIP TO: _____

METHOD OF SHIPMENT

Freeman Exhibit Transportation:

- Common Carrier
- Air Freight Next Day 2nd Day Deferred Expedited

Other (list carrier name & phone number):

- Other Common Carrier: _____
- Other Air Freight: _____
- Van Line: _____

FREIGHT CHARGES

- Prepaid Collect

Bill To: _____

In the event your selected carrier fails to show on final move-out day, please select one of the following options:

- Reroute via Freeman's choice
- Deliver back to Freeman warehouse at Exhibitor's expense.

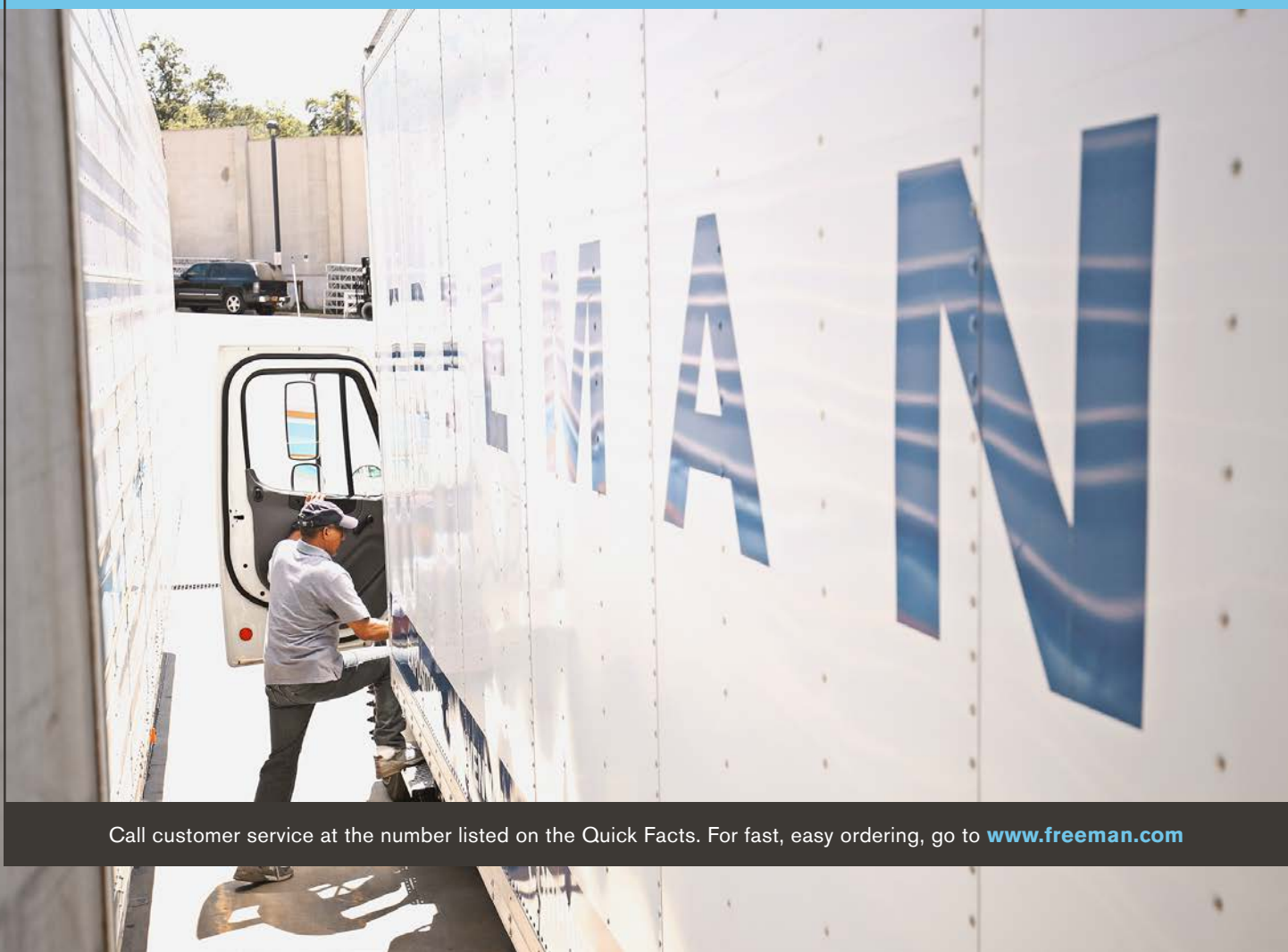
PLEASE NOTE: Freeman is not responsible for product or literature that is not properly packed and labeled by exhibitor.

FREEMAN installation & dismantle

RESULTS, DELIVERED

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

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



Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to www.freeman.com

EXHIBIT TRANSPORTATION SERVICES

Freeman works directly with you and show site decision makers to transport your exhibit to any location with ease.

The Freeman Exhibit Transportation promise:

- ALL-INCLUSIVE PRICING WITH NO ADDITIONAL FEES FOR PICKUPS AND DELIVERIES, INCLUDING WEEKEND AND NIGHT SERVICE
- ONE CONVENIENT INVOICE ENCOMPASSING ALL FREEMAN SHOW SERVICES
- ON-SITE TRANSPORTATION EXPERTS ARE AVAILABLE BEFORE, DURING AND AFTER THE SHOW
- RELIABLE CUSTOMER SERVICE SEVEN DAYS A WEEK, OFFERING COMPLETE SHIPMENT VISIBILITY AND EXPERT SUPERVISION

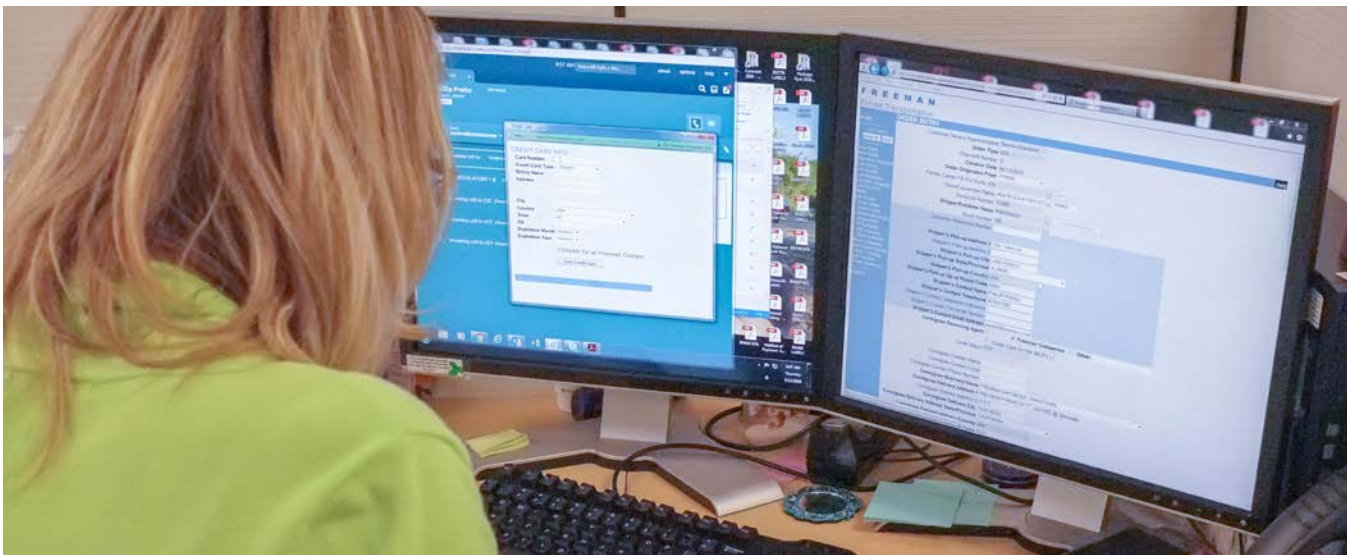
questions?

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

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

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

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



FREEMAN

(800) 995-3579 Toll Free US & Canada
(817) 607-5100 Local & International

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

NAME OF SHOW: **RAPS - THE REGULATORY CONVERGENCE / SEPTEMBER 10 - 12, 2017**

COMPANY NAME: _____ BOOTH #: _____ BOOTH SIZE: _____ X

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

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

For fast, easy ordering, go to www.freeman.com

EXHIBIT TRANSPORTATION

TIPS FOR EASY ORDERING

- Credit card information must be on file prior to pick up, as charges will be included on your show services invoice.
- International Exhibitors remember - Shipments originating from countries other than the U.S. must be cleared through customs. Please call for additional information:
(800) 995-3579 Toll Free US & Canada
(817) 607-5100 Local & International

COMPLETE THE FOLLOWING ITEMS ON THIS FORM:

PICK UP INFORMATION

Requested Pick Up Date: _____

SHIPPER NAME _____

SHIPPER ADDRESS _____

(City) (State) (Zip)

DESTINATION

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

FREEMAN / Exhibiting Company Name / Booth #

RAPS - THE REGULATORY CONVERGENCE

C/O: FREEMAN
9900 BUSINESS PARKWAY
LANHAM, MD 20706

MUST BE DELIVERED BY SEPTEMBER 01, 2017

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

FREEMAN / Exhibiting Company Name / Booth #

RAPS - THE REGULATORY CONVERGENCE

C/O: FREEMAN
GAYLORD NATIONAL RESORT & CONV CTR
701 WATERFRONT STREET
NATIONAL HARBOR, MD 20745

CANNOT BE DELIVERED BEFORE SEPTEMBER 10, 2017

TYPE OF SERVICE

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

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

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

SHIPPING INFORMATION

Items to be shipped

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

Size of largest piece: (H) _____ (W) _____ (L) _____

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

OUTBOUND SHIPPING

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

Ship to address:

Number of Labels : _____

FAX THIS COMPLETED FORM VIA:

E-mail:

exhibit.transportation@freeman.com

or

Fax: (469) 621-5810

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

SHOW # (452514) _____

FREEMAN exhibit transportation

F R E E M A N

R U S H

D O N O T D E L A Y

RECEIVING DATE BEGINS: AUGUST 10, 2017

DEADLINE DATE IS: SEPTEMBER 01, 2017

TO: _____

EXHIBITOR NAME

**C/O: FREEMAN
9900 BUSINESS PARKWAY
LANHAM, MD 20706**

**WAREHOUSE
(452514)**

EVENT: **RAPS - THE REGULATORY CONVERGENCE**

BOOTH NO. _____ NO. _____ OF _____ PCS.

F R E E M A N

R U S H

D O N O T D E L A Y

RECEIVING DATE BEGINS: AUGUST 10, 2017

DEADLINE DATE IS: SEPTEMBER 01, 2017

TO: _____

EXHIBITOR NAME

**C/O: FREEMAN
9900 BUSINESS PARKWAY
LANHAM, MD 20706**

**WAREHOUSE
(452514)**

EVENT: **RAPS - THE REGULATORY CONVERGENCE**

BOOTH NO. _____ NO. _____ OF _____ PCS.

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

F R E E M A N

R U S H

D O N O T D E L A Y

CANNOT DELIVER BEFORE SEPTEMBER 10, 2017

TO: _____
EXHIBITOR NAME

C/O: FREEMAN
GAYLORD NATL RESORT & CONV CTR
701 WATERFRONT STREET
NATIONAL HARBOR, MD 20745

SHOW SITE
(452514)

EVENT: *RAPS - THE REGULATORY CONVERGENCE*

BOOTH NO. _____ NO. _____ OF _____ PCS.

F R E E M A N

R U S H

D O N O T D E L A Y

CANNOT DELIVER BEFORE SEPTEMBER 10, 2017

TO: _____
EXHIBITOR NAME

C/O: FREEMAN
GAYLORD NATL RESORT & CONV CTR
701 WATERFRONT STREET
NATIONAL HARBOR, MD 20745

SHOW SITE
(452514)

EVENT: *RAPS - THE REGULATORY CONVERGENCE*

BOOTH NO. _____ NO. _____ OF _____ PCS.

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

WHAT ARE FREIGHT SERVICES?

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

HOW DO I SHIP TO THE WAREHOUSE?

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

HOW DO I SHIP TO SHOW SITE?

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

WHAT ABOUT PREPAID OR COLLECT SHIPPING CHARGES?

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

HOW SHOULD I LABEL MY FREIGHT?

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

HOW DO I ESTIMATE MY MATERIAL HANDLING CHARGES?

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

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

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

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

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

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

WHAT HAPPENS TO MY EMPTY CONTAINERS DURING THE SHOW?

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

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

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

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

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

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

WHERE DO I GET A FORKLIFT?

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

DO I NEED INSURANCE?

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

OTHER AVAILABLE FREIGHT SERVICES

(may not be available in all locations)

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

FREEMAN

9900 Business Parkway
Lanham, MD 20706
(301) 918-7975 • Fax: (469) 621-5609
FreemanWashingtonES@freeman.com

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

NAME OF SHOW: **RAPS - THE REGULATORY CONVERGENCE / SEPTEMBER 10 - 12, 2017**

COMPANY NAME _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS _____

For Assistance, please call 301-918-7975 to speak with one of our experts.

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

MATERIAL HANDLING SERVICES

- CRATED:** Material that is skidded or is in any type of shipping container that can be unloaded at the dock with no additional handling required.
- SPECIAL HANDLING:** (See definitions on back) Material delivered in such a manner that it requires additional handling, such as ground unloading, stacked or constricted space unloading, designated piece unloading, shipment integrity, alternate delivery location, loads mixed with pad wrapped material, no documentation and shipments that require additional time, equipment or labor to unload. **Federal Express, UPS & DHL** are included in this category due to their delivery procedures.
- UNCRATED:** Material that is shipped loose or pad-wrapped, and/or unskidded machinery without proper lifting points.
- CARPET AND/OR PAD ONLY:** Shipments that consist of loose carpet and/or padding only require additional labor and equipment to unload.
- STRAIGHT TIME:** 8:00 A.M. to 5:00 P.M. Monday through Friday
- OVERTIME:** 5:00 P.M. to 8:00 A.M. Monday through Friday, all day Saturday
- DOUBLE TIME:** All day Sunday and Holidays
(Overtime/Double time will be applied to all freight received at the warehouse and/or show site that must be moved into or out of booth during above listed times.)
- Recognized Holidays:** New Year's Day, January 1, 2017; Martin Luther King Day, January 16, 2017; President's Day, February 20, 2017; Memorial Day, May 29, 2017; Independence Day, July 4, 2017; Labor Day, September 4, 2017; Columbus Day, October 9, 2017; Veteran's Day, November 11, 2017; Thanksgiving Day, November 23, 2017; Day After Thanksgiving, November 24, 2017; Christmas Day, December 25, 2017

Description	Price Per CWT	200 lb. Minimum
-------------	---------------	-----------------

RATE CLASSIFICATIONS:

Warehouse Shipment (200 lb. minimum)		
Crated or Skidded Shipment.....	\$141.25	282.50
Special Handling Shipment.....	\$183.75	367.50
Carpet and/or Pad Only Shipment.....	\$212.00	424.00
Show Site Shipment (200 lb. minimum)		
Crated or Skidded Shipment.....	\$133.25	266.50
Special Handling Shipment.....	\$173.25	346.50
Uncrated or Pad Wrapped Shipment.....	\$200.00	400.00
Carpet and/or Pad Only Shipment.....	\$200.00	400.00
Small Package - Maximum weight is 30 lbs per shipment*		
Per Shipment.....	\$ 45.00	

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

ADDITIONAL SURCHARGES:

Shipment Delivered after Deadline Date (in addition to above rates)		
Warehouse Shipment after SEPTEMBER 01, 2017	\$ 35.50	71.00
Show Site Shipment after SEPTEMBER 10, 2017	\$ 33.50	67.00
Overtime Charge - Inbound/Outbound - Mon-Fri & Sat (in addition to above rates)		
Crated or Skidded Shipment.....	\$ 33.50	67.00
Special Handling Shipment.....	\$ 43.50	87.00
Uncrated or Pad Wrapped Shipment.....	\$ 50.00	100.00
Carpet and/or Pad Only Shipment.....	\$ 50.00	100.00
Double Time Charge - Inbound/Outbound - Sun & Holidays (in addition to above rates)		
Crated or Skidded Shipment.....	\$ 40.00	80.00
Special Handling Shipment.....	\$ 52.00	104.00
Uncrated or Pad Wrapped Shipment.....	\$ 60.00	120.00
Carpet and/or Pad Only Shipment.....	\$ 60.00	120.00

Description	Weight	CWT	Price per CWT	Estimated Total Cost (200 lb. Min.)
	÷ 100 =			
Surcharges	÷ 100 =			
			0.00% Tax	
			Total	

SPECIAL HANDLING DEFINITIONS

for frequently asked questions and material handling estimator tools, go to www.freemanco.com/store

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

What is Ground Loading/Unloading?

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

What is Constricted Space Loading/Unloading?

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

What is Designated Piece Loading/Unloading?

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

What are Stacked Shipments?

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

What is Shipment Integrity?

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

What is Alternate Delivery Location?

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

What are Mixed Shipments?

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

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

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

What is the difference between Crated and Uncrated Shipments?

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

What about carpet only shipments?

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

FREEMAN

9900 Business Parkway
Lanham, MD 20706
(301) 918-7975 • Fax: (469) 621-5609
FreemanWashingtonES@freeman.com

**RETURN COMPLETED FORM BY
AUGUST 18, 2017**

NAME OF SHOW: **RAPS - THE REGULATORY CONVERGENCE / SEPTEMBER 10 - 12, 2017**
COMPANY NAME _____ BOOTH #: _____
CONTACT NAME: _____ PHONE #: _____
E-MAIL ADDRESS _____

IF YOU ARE SHIPPING OVER 5,000 LBS., PLEASE COMPLETE THIS QUESTIONNAIRE IN AS MUCH DETAIL AS POSSIBLE.

1. Shipment(s) to arrive at: _____ Warehouse _____ Show Site
2. Estimate of total number of pieces: _____ Display _____ Equipment
How many pieces are: _____ Crated _____ Uncrated _____ Skidded
3. Total number of trucks/trailers you will use: _____
****Certified weight ticket(s) must accompany all inbound freight****
4. Your shipment(s) will arrive via (designate number of loads in each category):
_____ Van Line _____ Flatbed _____ Common Carrier
_____ Company Truck
5. What is the approximate weight of your entire shipment? _____
What is the approximate weight of your heaviest piece? _____
6. Print the name of the person in charge of move-in:
Contact Name: _____
Phone Number: _____
7. **Does your exhibit material (including machinery) require any special type of material handling equipment for unloading and/or erecting?** Please be specific. (Example: crane or forklift other than 5,000 lb 3 stage with 72" blades)

Please contact Mike Jones, Jr. at 301-918-7900 or Mike.Jones@freeman.com with any questions.

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Lanham, MD 20706
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FreemanWashingtonES@freeman.com

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

NAME OF SHOW: **RAPS - THE REGULATORY CONVERGENCE / SEPTEMBER 10 - 12, 2017**

COMPANY NAME _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS _____

For Assistance, please call 301-918-7975 to speak with one of our experts.

For fast, easy ordering, go to www.freeman.com

FORKLIFT RIGGING EQUIPMENT AND LABOR

Straight Time - 8:00 A.M. to 5:00 P.M. Monday through Friday

Overtime - 5:00 P.M. to 8:00 A.M. Monday through Friday

All day Saturday

Double Time - Sunday and all recognized holidays

Recognized Holidays: New Year's Day, January 1, 2017; Martin Luther King Day, January 16, 2017; President's Day, February 20, 2017; Memorial Day, May 29, 2017; Independence Day, July 4, 2017; Labor Day, September 4, 2017; Veteran's Day, November 11, 2017; Thanksgiving Day, November 23, 2017; Christmas Eve, December 24, 2017; Christmas Day, December 25, 2017

- **Show site prices will apply to all labor orders placed at show site**
- Start time guaranteed only at start of working day
- One hour minimum - labor thereafter is charged in half (1/2) hour increments
- Supervisor must check in at Service Desk to pick up labor
- When scheduling dismantle labor, be sure to allow sufficient time for empty containers to be returned to your booth

Part#	Description	Advance Price	Show Site Price
FORKLIFT LABOR			
304050	Forklift w/operator - up to 5,000 lbs - ST.....	\$ 326.25	\$ 456.75
304051	Forklift w/operator - up to 5,000 lbs - OT.....	\$ 377.50	\$ 528.50
304052	Forklift w/operator - up to 5,000 lbs - DT.....	\$ 429.00	\$ 600.50
3040100	Forklift w/operator - up to 10,000 lbs - ST.....	\$ 423.75	\$ 593.25
3040101	Forklift w/operator - up to 10,000 lbs - OT.....	\$ 475.00	\$ 665.00
3040102	Forklift w/operator - up to 10,000 lbs - DT.....	\$ 526.50	\$ 737.00
3040150	Forklift w/operator - up to 15,000 lbs - ST/OT/DT	Quoted	Quoted
3040300	Forklift w/operator - up to 30,000 lbs - ST/OT/DT	Quoted	Quoted
304040	Forklift w/operator - 4-Stage - ST.....	\$ 340.25	\$ 476.50
304041	Forklift w/operator - 4-Stage - OT.....	\$ 391.50	\$ 548.50
304042	Forklift w/operator - 4-Stage - DT.....	\$ 443.00	\$ 620.25
RIGGING LABOR			
3020200	Rigger Foreman - ST.....	\$ 134.00	\$ 187.50
3020201	Rigger Foreman - OT	\$ 201.00	\$ 281.25
3020202	Rigger Foreman - DT	\$ 268.00	\$ 375.25
3020100	Rigger / Material Handler - ST.....	\$ 102.75	\$ 144.00
3020101	Rigger / Material Handler - OT	\$ 154.00	\$ 215.75
3020102	Rigger / Material Handler - DT	\$ 205.50	\$ 287.75
EQUIPMENT			
3090600	Forklift Cage.....	\$ 51.50	\$ 72.00
3090700	Forklift Boom.....	\$ 51.50	\$ 72.00
3090800	Pallet Jack.....	\$ 51.50	\$ 72.00

INSTALLATION

Part #	Description	Date	Start Time	# of Equip/ Person	Approx Hrs per Person	Total Hours	Hourly Rate	Estimated Total Cost
Describe work to be done: _____							Sub-Total	
_____							Tax	N/A
							Total	

DISMANTLE

Part #	Description	Date	Start Time	# of Equip/ Person	Approx Hrs per Person	Total Hours	Hourly Rate	Estimated Total Cost
Describe work to be done: _____							Sub-Total	
_____							Tax	N/A
							Total	

FREEMAN

9900 Business Parkway
 Lanham, MD 20706
 (301) 918-7975 Fax: (469) 621-5609
 FreemanWashingtonES@freeman.com

OUTBOUND MATERIAL HANDLING
 AND SHIPPING LABELS

NAME OF SHOW: **RAPS - THE REGULATORY CONVERGENCE / SEPTEMBER 10 - 12, 2017**

COMPANY NAME: _____ BOOTH #: _____ BOOTH SIZE: _____ X _____

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

For Assistance, please call (301) 918-7975 to speak with one of our experts.

For fast, easy ordering, go to www.freeman.com

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

SHIPPING INFORMATION

SHIP TO: COMPANY NAME: _____

DELIVERY ADDRESS: _____

CITY: _____ STATE/ PROVINCE: _____ ZIP/ POSTAL CODE: _____

PHONE#: _____ ATTN: _____

SPECIAL INSTRUCTIONS: _____

BILL TO: Same as Ship to:

COMPANY NAME: _____

DELIVERY ADDRESS: _____

CITY: _____ STATE/ PROVINCE: _____ ZIP/ POSTAL CODE: _____

METHOD OF SHIPMENT

Select a Carrier:

Freeman Exhibit Transportation **Other Carrier**

No need to schedule your outbound shipment. Carrier Name: _____
 Charges will appear on your Freeman invoice. Carrier Phone: _____

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

Select a Level of Service:

1 Day: Delivery next business day Standard Ground
 2 Day: Delivery by 5:00 P.M. second business day Specialized: Pad wrapped, uncrated, or truckload
 Deferred: Delivery within 3-5 business days

Select Shipment Options (if applicable)

Have loading dock Lift gate required
 Inside delivery Air ride required
 Pad wrap required Residential
 Do not stack

Select Desired Number of Labels: _____

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



RULES AND REGULATIONS FOR EXHIBITS AND DISPLAYS

Fax or Mail to: Gaylord National Resort & Convention Center
Attn: Exhibit Service Department
201 Waterfront Street National Harbor Md. 20745
Office: (301)-965-3710
Fax: (301)-965-3797

- A discounted rate is provided to exhibitors who order services in advance. Full payment must be received at Least Fourteen (14) days prior to the first day of show to qualify for the Advance Price. Payment is accepted through exhibit services in the form of VISA, MASTERCARD, AMERICAN EXPRESS, DISCOVER, DINERS CLUB and Money Order (U.S. funds drawn on U.S. banks only). Maryland State Sales Tax (6%) will be applied to all equipment & service orders. *Checks and cash are not accepted.*
- The hotel is not responsible for any injury, loss, or damage that may occur to the exhibitor, the exhibitor's agents, employees, or property, or the any other person or property prior, during, or subsequent to the period covered by the exhibit contract.
- In accordance with the Prince Georges County Fire department, no exhibit, display or drape will obstruct, impede or otherwise hinder access to fire strobes, fire speakers, fire department access cabinets or fire pulls.
- Credit will not be given for services ordered and not used. Cancellations must occur prior to the installation of services.
- Exhibits, displays, and equipment are to be brought into and taken from the Exhibit Hall via the loading dock only.
- Stick-on decals (except name tags) may not be distributed or used in the convention center.
- Holes may not be drilled or punched into any surface in the convention center.
- The painting of exhibits or signs is not allowed anywhere inside the convention center.
- Decorations, banners, signs, etc. are not to be affixed to any wall, door, window, column, ceiling, or any surface in the convention center.
- Static helium balloon displays are permitted in the convention center. Helium balloons may not be used as giveaways. Helium tanks must be removed daily. Storage of tank within the building is not permitted. Any balloons that end up in the ceiling area will be removed at \$25.00 per balloon with a \$100.00 minimum charge.
- Tape used on the floor of the exhibit must be low residue carpet tape and low residue safety tape. Accepted brand are Polyken 105C, Renfrew #147, and Asiachem SST-736 or approved equivalent. It is the responsibility of the Official contractor to remove **ALL** tape from the floor at the end of the event.
- The hotel reserves the right to purchase, prepare and provide all food and beverage items provided in Exhibit Booths. For product(s) specific to a Company's trademark, those which are not procurable by Gaylord National, 2oz. sample sizes may be provided with approval from show management. A Certificate of Insurance naming Gaylord National additional insured as well as a food waiver are required prior to samples being distributed on the show floor.
- Cooking permits must be obtained before any cooking activity is permitted within the convention center. Certificates of Insurance are required naming Gaylord National as additionally insured. A signed Food Waiver will be required. A 3A40 B.C. fire extinguisher must be in the booth, within 30 feet of the each cooking device. Compliance with all Prince Georges County Health and Fire Department rules and regulations is required. Holding tanks for cooking residue (oils, grease, etc.) are required. Cleaning of equipment is not permitted in hotel restrooms. Clean-up arrangements must be coordinated in advance through show management.

- Permission to cook any food within the exhibit area must have prior approval by the Gaylord National Event Manager. The use of “Day tanks” bottled gas may be used in conjunction with an approved exhibit or display for cooking or demonstration purposes. Tanks must have a release valve and be removed from the convention center at the close of daily activities. Storage of tanks inside the building is prohibited.
- Gaylord National reserves the right to request the cease of food production/distribution in an exhibit booth without proper authorization and paperwork on file.
- Vehicles that are used as part of a display should have no more than a 1/4 tank of fuel or 10 gallons whichever is less. The tank must be taped shut or have a locking gas cap and the battery cables must be disconnected.
- Covered or multi-leveled booths over 300 sq. ft are required to have an automatic extinguishing system or required fire watch personnel. A battery operated smoke detector will be required for each covered booth, structure or tent regardless of square footage. Engineered approved Scaled, stamped plans of the booth must be submitted to the Gaylord National. Cost of fire watch personnel is determined by Prince Georges County Fire and Rescue. Contact Exhibit Services for additional information.
- Haze and/or smoke producing devices must use water-based fluids. The use of these devices must be approved in advance through Conference Services in conjunction with Prince Georges county Fire and Rescue Services.
- **Freight Services:** Material Handling/Freight Deliveries including but not limited to, small package, overnight, LTL & van line carriers will not be accepted by Gaylord National Resort & Convention Center Exhibit Hall representatives prior to your event, during your event & after your event. Shipments during the event contract dates should be in the attention of the events Official Service Contractor. Those events without a service contractor should contact the business center at Gaylord National. Please call your Official Service Contractor with any shipping questions.

GUIDELINES FOR ALL CARPETED AREAS

The following policy and procedure will be in effect for all areas of the hotel with existing carpet.

- Gaylord National does not provide cleaning supplies, vacuums, large waste receptacles, whales or janitorial services for the exhibit hall area unless it is included in the sales contract. Trash removal from the exhibit hall and/or ballroom is the responsibility of the decorating/production company. Any property damaged or destroyed must be replaced to its original condition.
- It is the responsibility of the decorating/production company to return exhibit hall and/or ballroom space to “Move-In Condition”. All tape and tape residue as well as stains and debris must be removed. The decorating/production company is responsible for vacuuming the exhibit hall and/or ballroom prior to departure.
- Chalk marks or the use of chalk lines will be prohibited on any carpeted area for event layout.
- All carpeted areas must be covered with visqueen or Polytac before any decorating/production equipment or freight is brought into the space.
- Prior to installation, the exhibit hall staff must approve any tape applied to the hotel carpet. It is required that low tack tape is applied to the carpet and contractor’s double-face tape be applied to the low tack tape.

EVENT NAME _____ SHOW DATE _____

COMPANY NAME _____ BOOTH# _____

ADVANCE PRICE IS 2 WEEKS PRIOR TO THE SHOW DATE

**Prices subject to change without notice*

Electrical Packages				Advanced Price	Standard Price	QTY	Amount
Package A	5 amp 120 volt with an Extension cord and a 6 outlet Multistrip			\$165.00	\$205.00		
Package B	20 amp 120 volt with an Extension cord and a 6 outlet Multistrip			\$240.00	\$275.00		
Volts	Max Watts	Circuit Amps	Phase	Advanced Price	Standard Price	QTY	Amount
EACH UNIT OF POWER COMES WITH ONE OUTLET							
120	500	5	Single	\$138.00	\$175.00		
120	2,000	20	Single	\$220.00	\$245.00		
208	3,300	20	Single	\$300.00	\$350.00		
208	5,700	20	Three	\$400.00	\$475.00		
208	5,000	30	Single	\$410.00	\$490.00		
208	8,600	30	Three	\$550.00	\$655.00		
208	9,900	60	Single	\$700.00	\$840.00		
208	17,000	60	Three	\$1,100.00	\$1,300.00		
100, 200 & 400 amps are available. Please call for a quote 301-965-3710							
1 Outlet Extension-cord. RENTAL ONLY				\$15.00			
6 Outlet Multi-strip. RENTAL ONLY				\$25.00			
Compressed Air: Hotel supplies 3/4", 1/2", 1/4" quick release female connection. 80-100 PSI 125 CFM				\$350.00			
Water: Hotel supplies 1/2" male threaded connector. Exhibitor is responsible for bringing adaptors. (Not available in Ballrooms)				\$350.00			
Drainage: Available depending on booth location. A pump may be required at an additional cost. (Not available in Ballrooms)				\$350.00			
One time fill and drain. Maximum of 300 gallons				\$400			
Transformer Rental				\$150.00			
Special orders: <i>Example: Overhead electrical, 24 hour service</i>							
Credit Card: Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> Am Express <input type="checkbox"/> Discover <input type="checkbox"/> Diners Club <input type="checkbox"/>							
Card # _____							
Email Address: _____ Exp. Date: _____ Please Print							
Signature: _____ Phone #: _____							

SCALED FLOOR PLANS

A scaled floor plan showing the requested location(s) of the power/engineering drop(s) must accompany your order. If a drawing is not provided, Gaylord National will install the service in the most convenient location and charges will apply for relocation.

***ELECTRICAL LABOR**

Labor rates apply:
Special power requirements, such as overhead power, wiring of the booth, foreign connections, outdoor displays etc. These will be subject to time and materials.

LABOR RATES

Mon – Fri 8:00 am – 5:00 pm - \$95.00 /hr.
All other times - \$170.00/hr.
Labor and materials will be charged to the credit card on file.

ELECTRICAL/ENGINEERING CONNECTIONS

There will be a 16% installation and removal assessment on all orders.

Credit will not be given for services ordered and not used. Cancellations must occur prior to the installation of services.

Receipts:

Paper receipts will be distributed at show site.
Electronic receipts will be available **after** the show close through GNExhibits@gaylordhotels.com
Please include the show name and booth # in your request.

24 Hour Service will be double the listed price

Charges:	\$
Labor:	* If Applicable
Installation & Removal (16%):	\$
SUBTOTAL:	\$
Tax (6%):	\$
TOTAL:	\$

Please fax form to 301-965-3797

For your security, we cannot accept credit card information via e-mail.
Maryland tax form must accompany this form to claim TAX EXEMPT
Gaylord Confidential and Proprietary Information

NETWORK & TELECOMMUNICATION SERVICES
 GAYLORD NATIONAL RESORT & CONVENTION CENTER
 Information Technology Department
 201 Waterfront St National Harbor Md. 20745
 Fax: 301.965.2598



Email IT questions to: michael.a.martinez@marriott.com
Aaron.Harley@GaylordHotels.com

PLEASE DO NOT EMAIL CREDIT CARD INFORMATION

Event Name: _____ Event Dates: _____
 Company & Contact Name: _____ Booth Number: _____
 Email Address _____ Contact Number: _____

	<u>QTY</u>	<u>Advance Rate</u>	<u>Standard Rate</u>	<u>Total</u>
High-Speed Wireless Access				
Wireless Internet (1st Device)		>2 weeks Adv \$800.00	<2 weeks \$1,100.00	
Additional Connection		\$250.00	\$300.00	
Please choose a User ID: _____				
Please choose a Password: _____				
High-Speed Wired Access				
<i>*Please note any customer switch or access point attached to these lines that has not been pre-approved will result in service cancellation.</i>				
Wired Internet Access (1st Device)		\$1,300.00	\$1,500.00	
Additional Connection		\$300.00	\$350.00	
Dedicated Internet Access – Dedicated Private VLAN				
1.5 Mb/sec		\$2,500.00	\$3,900.00	
3.0 Mb/sec		\$5,000.00	\$6,500.00	
6.0 Mb/sec		\$7,500.00	\$11,000.00	
Static Public IP Requires dedicated selection		\$350.00	\$400.00	
Telecommunication (Telephone) Services				
Standard DID telephone/fax/modem line		\$325.00	\$350.00	
Polycom (speakerphone)		\$250.00	\$350.00	
Standard Desk Telephone		\$30.00	\$40.00	
Labor - Troubleshooting / Move / Change		\$100.00	\$150.00	

For security reasons we cannot accept credit card information via email so please use the fax number provided.

Credit Card Visa MasterCard Am Express Discover Diners Club

Charges:	\$ _____
25% Facility Fee	\$ _____
Subtotal:	\$ _____
6% Tax:	\$ _____
TOTAL:	\$ _____

CARD # _____	EXP. DATE: _____
SIGNATURE: _____	PHONE # _____
E MAIL ADDRESS: _____	
ON SITE CONTACT: _____	PHONE # _____

This form has been created in order to allow you to have event expenses charged to your credit/debit card. We ask you to please sign and date the form before submission. **Please fax the completed form to 301.965.2598. If you do not have access to a fax machine, please email the form with the credit card information blank and the IT team will follow up for credit card info.**

- Fax a layout of your booth to 301-965-2598. Please mark where your wired connections should be dropped and located. We cannot process your order without a diagram.** Include booth orientation to the show hall. Charges may apply for changes made after order is processed and changes made within 14 days of show will bear Standard Price
- All equipment and services are subject to a 6% sales tax.

NETWORK & TELECOMMUNICATIONS CONNECTIONS - Rates quoted for voice and data connections cover only the delivery of services to the booth in the most convenient manner. Rates do not include connecting or the routing of cables inside the booth area. All telecommunication services installed will be on the floor in the back of the booth for in-line booths.

Gaylord National Resort and Convention Center Information Technology Standard Terms and Conditions

Installation of network and cabling services within the Gaylord National Resort and Convention Center must be performed by Gaylord IT Staff or a pre-approved vendor. IT Services should be ordered by each exhibitor individually and are not to be shared with other exhibitors; without the prior consent of Gaylord National Staff.

All prices are for rental of services only. Material and equipment furnished by the Gaylord National Resort and Convention Center for IT services shall remain the property of the Gaylord National Resort and Convention Center's unless otherwise specified, and shall be returned to the Gaylord National Resort and Convention Center's Exhibitor Service desk at the close of show. The Gaylord National Resort and Convention Center is not responsible for lost or damaged equipment while in the exhibitor's possession.

Under no circumstances shall anyone other than the Gaylord National Resort and Convention Center's Information Technology technicians make any special wiring within the resort property. Only the Gaylord National Resort and Convention Center's Information Technology technicians are authorized to modify system wiring or cabling. Any wiring or cabling damage costs (plus administration fees) may be billed to the exhibitor.

All circuit installs must be coordinated with the Gaylord National Resort and Convention Center's Information Technology group at least 9 weeks in advance of show date. If we are not notified we may refuse access and delivery.

All exhibitor network services are to be disconnected on the last day of the event, sixty (60) minutes after the show's official closing time unless prearranged with Gaylord National IT Staff.

Rates quoted for all services; include delivery of the requested communication services to a booth, will be in the most convenient manner and do not include special wiring, over-head drops and/or special placement of communication services, computer equipment or intranet working cabling. All island booths will require a scaled diagram with orientation. Additional labor and materials may be charged for precise placement of communication services. Additional labor charges may be required for relocating service after installation. Gaylord National Resort and Convention Center will not be responsible for any cutting or altering of any floor coverings in order to bring data services to a booth.

Changes to original orders will require a service change order to be signed by the exhibitor acknowledging receipt of service and any associated labor. Labor is charged in full hour increments (minimum charge is 1 hour). Labor rate is \$150.00/hour.

Notification of cancellation must be received in writing a minimum of five (5) days prior to scheduled opening date. Credit will not be given for connections installed and not used. No credit will be provided for service cancellations with less than forty-eight (48) business hours notice prior to the scheduled event opening. Disputes concerning services must be filed by the exhibitor with the Gaylord National IT Department prior to the close of show. The Gaylord National Resort and Convention Center will resolve disputes in a timely manner.

The network connections provided by Gaylord National Resort and Convention Center may be used only by the directors, officers and employees of the company; exhibitors, agents and consultants while performing service for the exhibiting company and cannot be resold or distributed to other companies, without prior approval. Users of Gaylord National Resort and Convention Center services shall use reasonable efforts to promote efficient use of the network to minimize, and avoid if possible, unnecessary network traffic and interference with the work of other users of the interconnected networks.

Users of Gaylord National Resort and Convention Center services shall not disrupt any of the Gaylord National Resort and Convention Center network or other associated networks. Gaylord National Resort and Convention Center services shall not be used to transmit any communication where the meaning of the message, or its transmit distribution, would violate any applicable law or regulation or would likely be highly offensive to the recipient or recipients thereof.

Gaylord National Resort and Convention Center reserves the right to troubleshoot network issues with tools such as Sniffer Pro, FLUKE network analyzers, etc. Gaylord National Resort and Convention Center reserves the right to immediately disconnect network connections when activity such as denial of service attacks, port scans, or any other form of network performance degradation activities. After disconnection, isolation and quarantine assistance will be given.

All devices for which the Gaylord National Resort and Convention Center provides Internet or Networking connectivity shall be required to obtain a Gaylord National Resort and Convention Center assigned IP address. At no time, while connected to Gaylord National Resort and Convention Center network, will the customer use run their own DHCP server.

Gaylord National Resort and Convention Center does not provide end point computing equipment. The Customer is responsible for the proper configuration of computing machinery and software for Internet and Ethernet communications.

Wireless users will receive a user name and password specific to a MAC Address that it initially logs onto the network. If the username and password is used by multiple devices, i.e. (pc, laptop, pocket pc, etc.) additional connections may apply at the standard rate. These charges are subject to be applied to the credit card on file. No sharing of password and usernames will be permitted.

Internet Performance Disclaimer: Gaylord National Resort and Convention Center does not guarantee the performance, routing, or throughput, either expressed or implied, of any data circuit connectivity with regards to the Internet and/or Internet backbones beyond any facility we service. The Gaylord National Resort and Convention Center is the preferred supplier of Internet connectivity for all events within the facility. We are equipped with a Metro Ethernet (1 Gbps) dedicated Internet connection to a tier 1 provider, and can provide Internet and networking connectivity to any location within the Convention Center.

Internet Security Disclaimer: Gaylord National Resort and Convention Center does not provide security, such as but not limited to firewalls, NAT'ing devices, virus protection, etc. for any Internet services we provide. It is the sole responsibility of the exhibitor or customer to provide all necessary security. With execution of this document the Customer is agreeing to the Terms and Conditions of this document and will hold Gaylord National Resort and Convention Center; its agents and contracts harmless for any and all liabilities arising from the use of non-secured data circuits.

EXHIBITOR BOOTH ORDER FORM



Due Date: _____

Exhibiting Company: _____
Contact: _____
Street Address: _____
City, State, Zip Code: _____
On Site Contact: _____

Booth Number: _____
Telephone: _____
Facsimile: _____
Email: _____
On Site Cell: _____

SPECIALTY ITEMS



California Quivers (infused water / specialty cocktail)



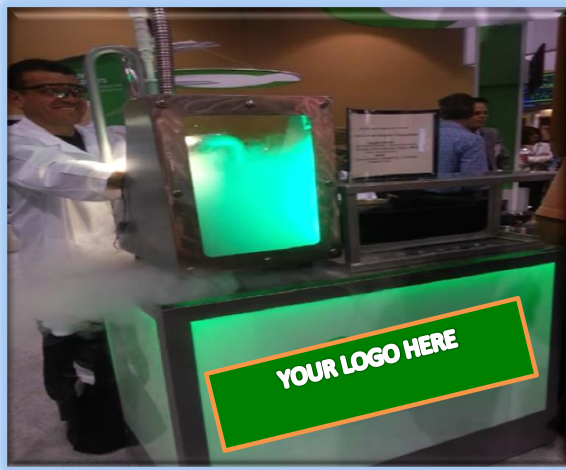
Coffee Barista Station



Freshly Popped Popcorn



Candy Jar Display



Liquid Nitrogen Station - Smoothies, Gelato, Popcorn

EXHIBITOR BOOTH ORDER FORM

Delivery Schedule (Specific Times Required)					
Show Dates	Show Times	Delivery Time (\$50++ Delivery)	Refresh of Product Delivery Time	Amount of Refreshed Product (\$50++ Delivery)	Pick-Up Time from Booth

Additional Delivery Instructions: _____

Product Display (check one):

Utilize Existing Booth Display for Food/Beverage
 Hotel Table/Linen Required

ITEMS	COST	Qty	UofM	Sub total	25% svc chg	6% sales tax	TOTAL
Freshly Brewed Regular Coffee	\$ 99.00		gal	\$0.00	\$0.00	\$0.00	\$0.00
Freshly Brewed Decaffeinated Coffee	\$ 99.00		gal	\$0.00	\$0.00	\$0.00	\$0.00
White Lion Tea Selection	\$ 99.00		gal	\$0.00	\$0.00	\$0.00	\$0.00
Soft Drinks	\$ 6.00		each	\$0.00	\$0.00	\$0.00	\$0.00
Still and Sparkling Bottled Waters	\$ 6.00		each	\$0.00	\$0.00	\$0.00	\$0.00
Bake Shop Specialties, Preserves, Butter	\$ 65.00		dzn	\$0.00	\$0.00	\$0.00	\$0.00
Freshly Baked Cookies or Brownies	\$ 65.00		dzn	\$0.00	\$0.00	\$0.00	\$0.00
Assorted Mini Cupcakes	\$ 65.00		dzn	\$0.00	\$0.00	\$0.00	\$0.00
Haagen-Dazs Ice Cream Bars	\$ 6.75		each	\$0.00	\$0.00	\$0.00	\$0.00
Popcorn Cart* (each bag pops approx. 100 bags)	\$ 400.00		bag	\$0.00	\$0.00	\$0.00	\$0.00
Candy Jar Display (approx. 100 portions)	\$ 600.00		each	\$0.00	\$0.00	\$0.00	\$0.00
5-Gallon Water Bubbler (Power Required)	\$ 250.00		each	\$0.00	\$0.00	\$0.00	\$0.00
5-Gallon Water Bubbler Refill	\$ 75.00		each	\$0.00	\$0.00	\$0.00	\$0.00
CQ Mango Mint Pineapple	\$ 200.00		container	\$0.00	\$0.00	\$0.00	\$0.00
CQ Strawberry Basil	\$ 200.00		container	\$0.00	\$0.00	\$0.00	\$0.00
CQ Lemon Cucumber	\$ 200.00		container	\$0.00	\$0.00	\$0.00	\$0.00
CQ Black Raspberry Acai Jalapeno	\$ 200.00		container	\$0.00	\$0.00	\$0.00	\$0.00

ITEMS	COST	Qty	UofM	Sub total	25% svc chg	9% sales tax	TOTAL
Domestic Beer	\$8.50		drink	\$0.00	\$0.00	\$0.00	\$0.00
Imported Beer	\$9.50		drink	\$0.00	\$0.00	\$0.00	\$0.00
Deluxe Cocktails	\$13.00		drink	\$0.00	\$0.00	\$0.00	\$0.00
BV Century Cellars Chardonnay	\$12.50		drink	\$0.00	\$0.00	\$0.00	\$0.00
BV Century Cellars Cabernet Sauvignon	\$12.50		drink	\$0.00	\$0.00	\$0.00	\$0.00

ITEMS	COST	Qty	UofM	Sub total	25% svc chg	6% sales tax	TOTAL
*Attendant / Bartender (first 2 hours)	\$225.00		each	\$0.00	\$0.00	\$0.00	\$0.00
Attendant / Bartender (additional for each hour or fraction thereafter)	\$75.00		each	\$0.00	\$0.00	\$0.00	\$0.00

(Ask your Catering Representative When this is Required)

ITEMS	COST	Qty	UofM	Sub total	25% svc chg	6% sales tax	TOTAL
Delivery Fee(s)	\$50.00			\$0.00	\$0.00	\$0.00	\$0.00
WRITE - IN:				\$0.00	\$0.00	\$0.00	\$0.00
WRITE - IN:				\$0.00	\$0.00	\$0.00	\$0.00
TOTAL:							\$0.00

EXHIBITOR BOOTH ORDER FORM

CATERING GUIDELINES	
ORDER FORM DUE DATE	On or before the Due Date listed at the top of this form. Orders received thereafter are subject to a late fee of \$100++.
PRICES	All prices are subject to change. Current pricing will be confirmed 90 days prior to the event.
SERVICE CHARGES & TAX	ALL pricing is subject to 25% service charge plus applicable federal, state, and municipal taxes. Service charge is also subject to applicable federal, state and municipal taxes.
GUARANTEES	<p>Expected attendance (guarantee) is required three business days prior to the event date by 9am. The guarantee number may not be reduced and is the minimum per person that will be charged. If a guarantee is not received by the required date, the expected number on the banquet event order will default to be the guarantee on the BEO.</p> <p>Preparation for food and beverage functions will be based on the guarantee number. If the guarantee number increases within two (2) days of the event, the increased number may be subject to food availability and substituted with an alternate menu option.</p>

FOOD AND BEVERAGE RESTRICTIONS	
	<p>Food and Beverage pricing for the Event will be based on current Gaylord National menu pricing at the time of the event date.</p> <p>All events are subject to the procedures of the Facilities Guidelines, which may be provided per the group's request. This agreement is binding to all parties associated with and attending the contracted event.</p> <p>The hotel will assess a fee to all "pop-up" requests. A "pop-up" is classified as an event that is requested of the hotel within 24 hours of the actual event. The starting fee for "pop-up" events is \$95.00 (up to 25 guests), and will increase with the number of guests and complexity of event.</p> <p>Food and Beverage detailed on the Banquet Event Orders (BEO's) as requested by the Client are to be distributed to Gaylord National operating departments no later than 12 days in advance of each event date. All BEO's are to be signed and returned by the Client to the Catering Department prior to that time. Attendance numbers increasing or decreasing more than 10% at the time of signature will incur an additional 20% up charge per menu item listed on the BEO.</p> <p>Any additional food ordered on the night of the event, if available, will be subject to an additional 25% labor fee plus the usual service charge and tax. Due to other events taking place, it is possible that additional food may not be available.</p> <p>Gaylord National Resort & Convention Center reserves the right to inspect and control all private functions. Liability for damage to the premises will be charged accordingly. The Hotel does not assume responsibility for personal property and equipment brought into the meeting and banquet areas.</p> <p>No outside food or beverage shall be permitted in the Hotel</p>

Explanation of Onsite Booth Delivery Fees	
Delivery of Product:	<p>Gaylord National is the only authorized and licensed unit able to provide food and beverage services in exhibit and meeting space. Gaylord National reserves the right to confiscate any/or charge fees for any food or beverage brought into the exhibit hall or meeting room areas without prior authorization by a catering representative</p> <p>All product is charged as ordered and product is delivered on disposable service ware (Unless chaffer is required)</p> <p>In compliance of the hotels class B alcohol license, all alcoholic beverages must be accompanied by a certified employee of the hotel. A Bartender must accompany the items and service the guests in the booth. In the event an Attendant/Bartender is requested, delivery fees are waived</p>

PAYMENT POLICY / MASTER ACCOUNT	
PRE-PAYMENT	For all other Group master accounts; no Terms are given. One-Hundred Percent (100%) of the events estimated charges are due 5-7 business days prior to the first scheduled event and is payable by check, money order or will be charged to the credit card on file. Pre-Payment will be based on pre-arranged events orders to include food and beverage, audio visual, IT, electrical, etc.

MISCELLANEOUS	
ELECTRICAL	Any electrical needs required should be pre-arranged and will be charged to the master account. All electrical needs are the responsibility of the exhibiting company and must be ordered through the exhibitor kit.
CANCELLATION POLICY	<p>Please refer to your Banquet Event Order contract. All deposits will be applied to the balance due:</p> <p>12-7 Days prior to Event = 50% of F&B Ordered to be charged to Client</p> <p>6-4 Days prior to Event = 75% of F&B Ordered tot be charged to Client</p> <p>3-0 Days prior to Event = 100% of F&B Ordered to be charged to Client</p>

**Exclusive
Audio Visual
Vendor For:**



RAPS
**Regulatory
Convergence**
9-12 September 2017
National Harbor at the
DC Waterfront



www.bavservices.com

Organization Name	_____		
Booth #	_____	On Site Contact	_____
Delivery Date	_____	On Site Phone	_____
Pickup Date	Time	Email	_____
	_____		_____
Bill Contact Name	_____	Phone	_____
Address	_____	Email	_____
City	_____	State	_____ Zip _____

For online orders: visit **bavservices.com**; select "Resources For Exhibitors"; click on the SLA logo and use customer code: **RAPSDC** when prompted.

ALL ADVANCE ORDERS MUST BE RECEIVED BY SEPTEMBER 5, 2017

Equipment

	Conference Rate	Total
LED and LCD Monitors Stand: <input type="checkbox"/> Floor <input type="checkbox"/> Tabletop <input type="checkbox"/> Wall Installation (Add'l charges may apply)		
_____ 23" Monitor (Tabletop Stand Only)	\$250.00	\$ _____
_____ 27" Monitor (Tabletop Stand Only)	\$325.00	\$ _____
_____ 32" Monitor	\$400.00	\$ _____
_____ 40" Monitor	\$525.00	\$ _____
_____ 46" Monitor	\$675.00	\$ _____
_____ 55" Monitor	\$1,100.00	\$ _____
_____ 65" Monitor	\$1,500.00	\$ _____
_____ 80" Monitor	\$2,500.00	\$ _____
Digital Playback / USB Port Requested <input type="checkbox"/>		
Computers		
_____ PC Laptop Computer (Windows 7Pro, Office 2010, I5 Processor, 15.6" Screen)	\$375.00	\$ _____
_____ Macbook Pro Laptop Computer (OSX Mavericks, KeyNote, I7 Processor, 15" Screen)	\$450.00	\$ _____
_____ Computer Audio	\$150.00	\$ _____
Video		
_____ DVD Player	\$30.00	\$ _____
_____ Blu-Ray Player	\$50.00	\$ _____
Audio (includes powered speaker and speaker stand)		
_____ UHF Wireless Microphone	\$275.00	\$ _____
Microphone Type: <input type="checkbox"/> Lavalier <input type="checkbox"/> Handheld <input type="checkbox"/> Head Set		

Credit Card Type VISA MasterCard Am Ex
Credit Card # _____
Security ID # (3-digit code on back of charge card) _____
Exp. Date _____
Name _____
Signature _____

Sub-Total _____
21% Service Charge _____
Total _____
25% Rush Charge (if after 9/5/17) _____
Total Rental Charges _____
Check Enclosed (Amount) _____

Please Note:

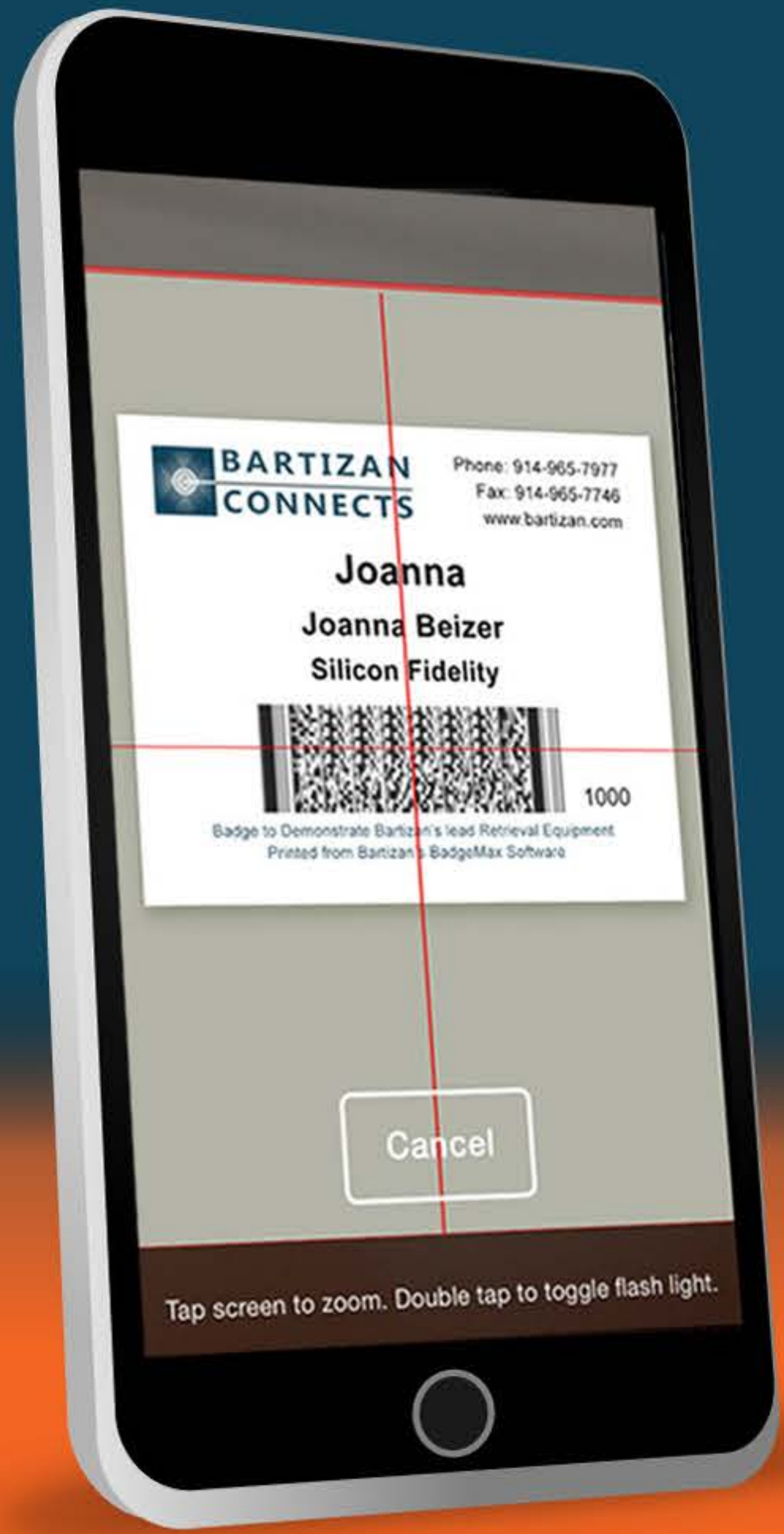
- BAV is a full service Audio Visual Rental, Staging and Production Company. Please call for any desired equipment not listed on this form including lighting, touchscreens, projectors, video walls, and monitor sizes not listed above.
- To order power, please contact the conference general contractor.
- Orders not cancelled within 24 hours of the event will be charged 50% of the total rental cost.
- **Orders received after September 5, 2017 will be subject to a 25% rush charge.**

E-Mail, mail or fax completed form to:

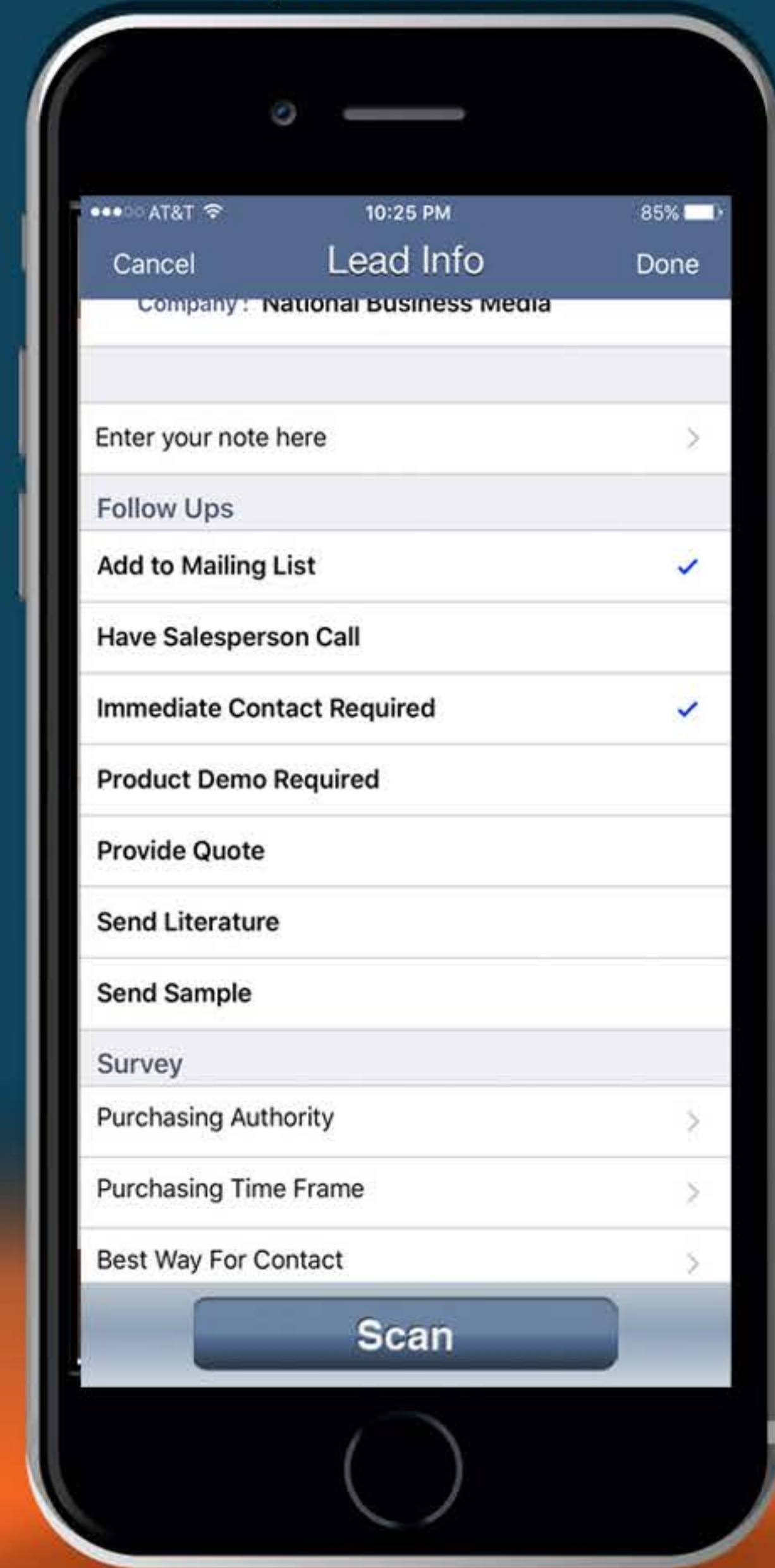
BAV
 10 Sonwil Drive, Buffalo, NY 14225
Fax: (716) 685-5014 Phone: (800) 264-5010
Contact: Greg Back,
gback@bavservices.com



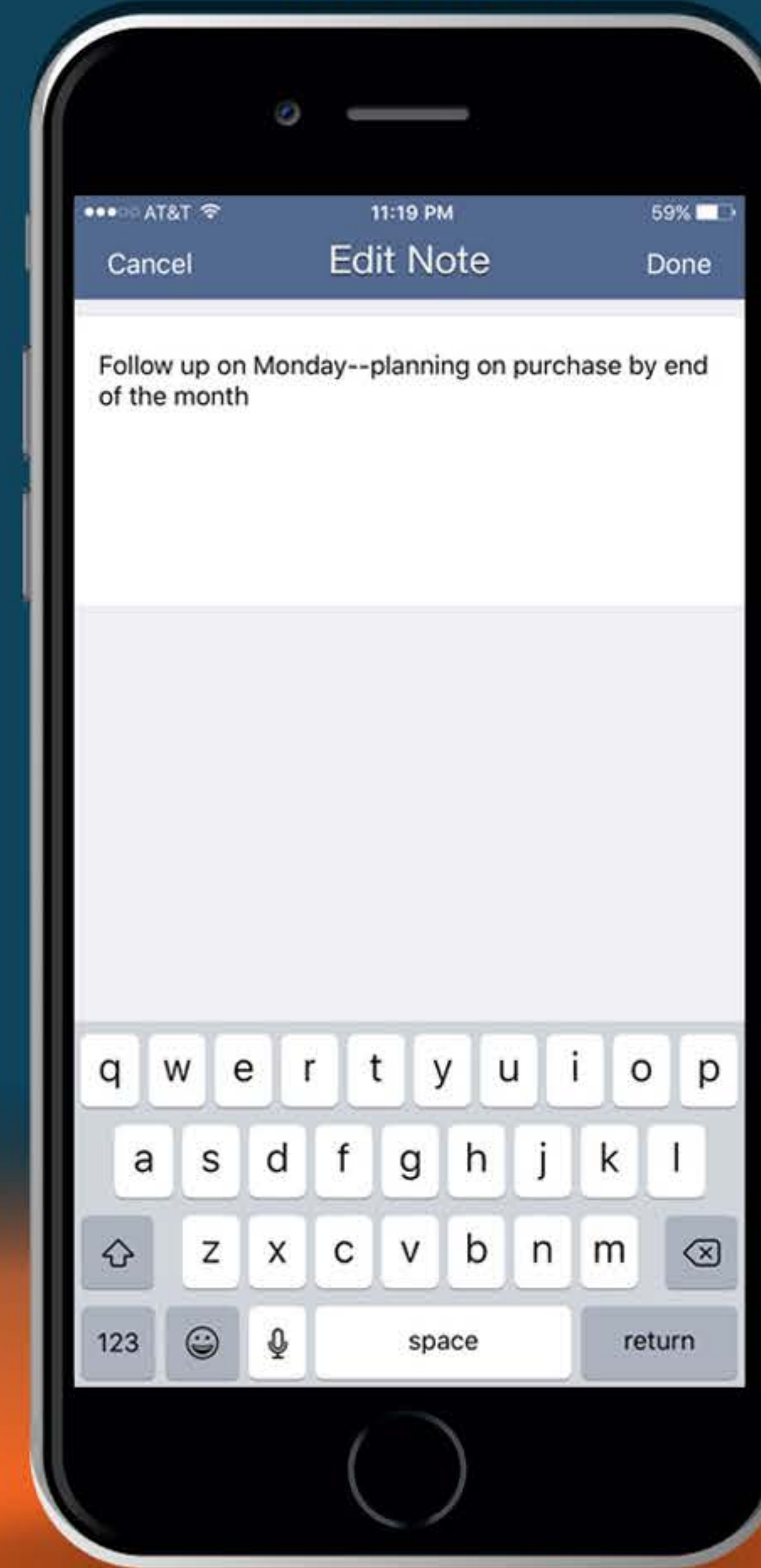
Scan a Barcode or
Enter ID Number



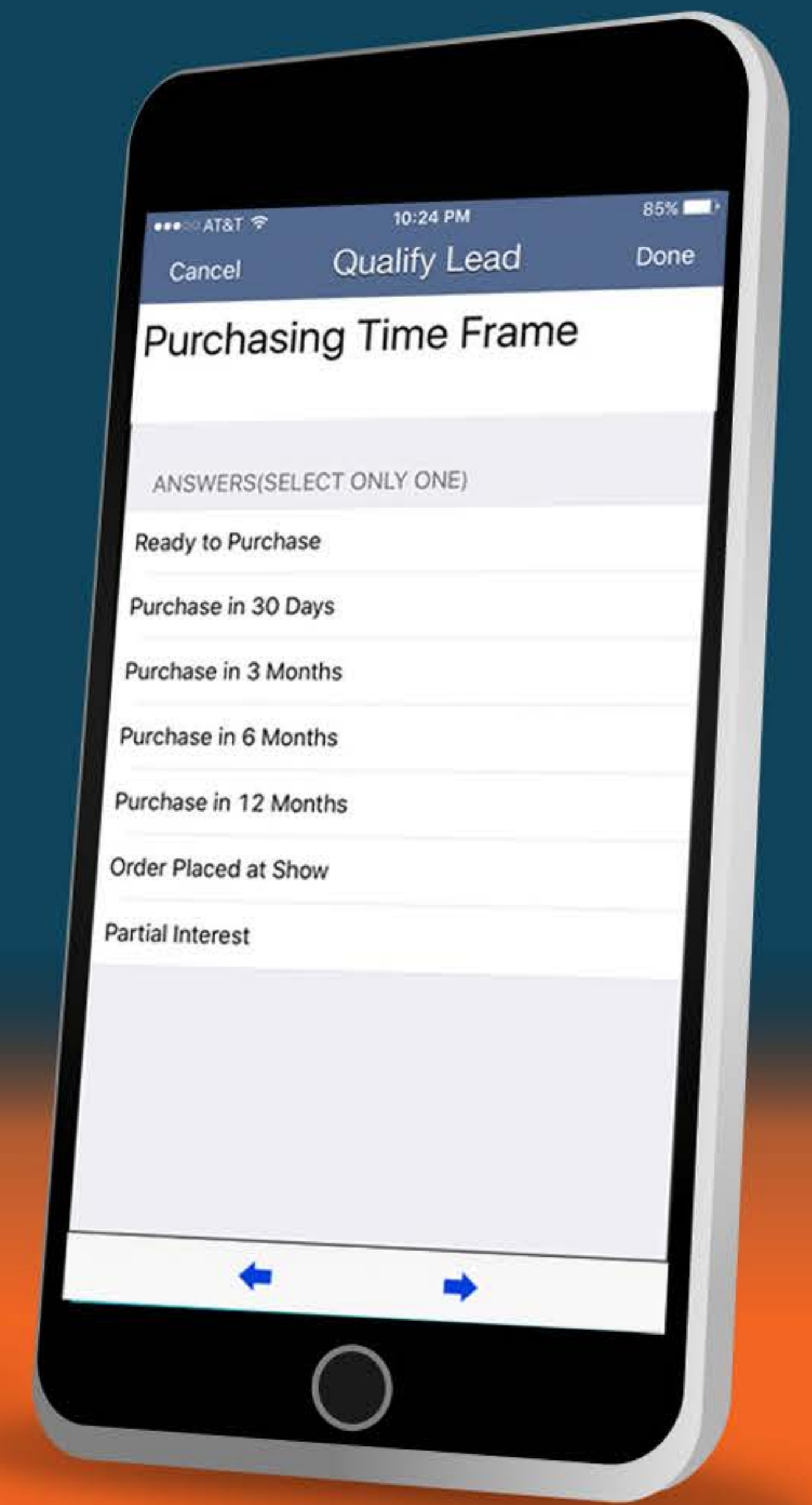
Easy Lead
Qualifications



Add Voice or
Text Notes



Follow-up Actions
or Survey Questions



iLeads is the first and most widely used exhibitor lead retrieval app. The app works on iOS devices and Android™ phones and tablets and offers exhibitors a superior user experience that includes:

- iLeads generates revenue, requires no Wi-Fi and provides a customizable action items.
- No leads waiting period! Get real-time access to data and reporting through the LeadsLightening online dashboard.
- Free tech support available during and after your event!
- Use your own device or rent devices.
- Maximize ROI with instant follow-up

iPod	
Early Bird Price:	➔ \$325
Each Additional:	➔ \$125
Standard Price:	➔ \$390
Each Additional:	➔ \$150

iPad Mini	
Early Bird Price:	➔ \$475
Each Additional:	➔ \$475
Standard Price:	➔ \$570
Each Additional:	➔ \$570

iLeads Mobile App	
Early Bird Price:	➔ \$300
Each Additional:	➔ \$109
Standard Price:	➔ \$365
Each Additional:	➔ \$130

Order Online at: <http://bit.ly/2rkNzST>

Early Bird Deadline: **August, 31st, 2017**

For More Information, Please Email: EventTech@ConferenceDirect.Com