

As the Official Service Contractor for your event, we are committed to providing you with a smooth running exposition. Please review the following information carefully and place orders early to obtain valuable discounts. We hope this will be a successful marketing event for your company. If we can help in any way, please contact our office at 301.937.8600 or email: cswashington@brede.com

Show Management

Contact Name: Jennifer Leeper

Phone: 703.476.1117

Email: jleeper@acr.org

Exhibit Information

Each 10' booth includes:

8' high back drape - Blue

3' high side drape - Blue

(1) one-line booth ID sign with booth number

The exhibit hall is carpeted. Exhibitors may choose to rent carpet through Brede Exposition Services using the *Carpet Order* form.

Important Dates

Non-Official EAC Notification: **March 13, 2020**

Advance Freight Deadline: (without surcharge) **April 8, 2020**

Brede Advance Order Discount Deadline: **April 1, 2020**

Direct to Show Site 1st Day For Delivery: **April 15, 2020**

Exhibit Show Schedule

Exhibitor Move-In:	Wednesday	April 15	8:00 AM	—	5:00 PM
Show Hours:	Thursday	April 16	11:45 AM	—	6:00 PM
	Friday	April 17	11:45 AM	—	6:00 PM
	Saturday	April 18	11:45 AM	—	1:45 PM
Exhibitor Move-out:	Saturday	April 18	2:00 PM	—	7:00 PM
Driver Check In No Later Than:	Saturday	April 18	6:00 PM		

- Brede reserves the right to re-route shipments if your carrier fails to show or refuses a shipment.

Due to limited dock access, it is highly recommended exhibitors ship to the advance warehouse. Direct shipments will be delayed.

Shipping Information

Advance to Warehouse

Exhibiting Company Name and Booth #

SBI-ACR Breast Imaging Symposium

Brede Exposition Services

c/o YRC

14700 E Smith Rd.

Aurora, CO 80011

Direct to Show Site

Exhibiting Company Name and Booth #

SBI-ACR Breast Imaging Symposium

c/o Brede Exposition Services

Sheraton Denver Downtown

1550 Court Place

Denver, CO 80202

Utilities & Services

- For booth utilities and additional booth services, please contact the individual suppliers using the enclosed order forms.

This form along with your order, check and/or credit card information for payment must be returned to Brede Exposition Services at the address below.
A credit card on file is required when using Brede Exposition Services.
Orders received without payment and credit card information will not be processed.

Order Summary

- ☐ Pay by Credit Card
☐ Pay by Check
☐ Pay by Wire Transfer
☐ Third Party Payer
☐ Tax Exempt (submit certificate)

Brede Federal ID: #52-1248980

Please include **SBI-ACR Breast Imaging Symposium** and booth # on all payments.

<i>Carpet</i>	\$	
<i>Tables, Furnishings & Accessories</i>	\$	
<i>Brede Rental Exhibits</i>	\$	
<i>Material Handling (estimate)</i>	\$	
<i>Labor / Pallet Jack (estimate)</i>	\$	
<i>Booth Cleaning</i>	\$	
<i>Graphics</i>	\$	
Total	\$	

Payment Authorization

Cardholder's name (please print): _____
Cardholder's Signature: _____
Cardholder's Billing Address: _____
City: _____ State: _____ Zip: _____
Phone: _____ Email: _____
Visa MC AMEX #: _____ Exp: _____

I authorize Brede Exposition Services to charge any additional amounts incurred by me or my show representative.
If credit card is declined, Standard-Floor pricing prevails and a \$25.00 service charge will be added.

*** Brede does not accept credit card information via email**

Terms

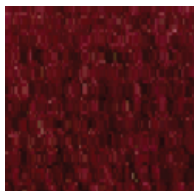
- By submitting this form or ordering materials/services from Brede Exposition Services, you agree to the terms set forth in this manual and the Brede General Data Protection Regulation (GDPR) privacy policy which can be reviewed by visiting:
<http://www.brede.com/Home/PrivacyPolicy.aspx>
- To receive discount pricing, order forms and full payment must be received by the deadline date on each form.
- A credit card authorization on file is required. Purchase orders are not considered payment. Payment can be made by cash, check, credit card or wire transfer. Wire processing fee is \$35.00.
- Any additional cost incurred for orders or services placed at show site, are due and payable upon presentation of the invoice.
- All adjustments must be made at show site. Absolutely no credits will be issued after show closing.
- All accounts must be settled at the Brede Service Desk prior to show closing. Your show site representative must be made aware of this policy and the responsibility to review the Statement of Account prior to the close of show.
- The exhibiting firm is ultimately responsible for payment of all charges.
- Note: Rental items not ordered, yet found in booths are invoiced at 'standard-floor' pricing.
- International Exhibitors: 100% pre-payment of advance orders. Checks must be drawn on a U.S. bank, U.S. funds account only, American Express, MasterCard or Visa credit card accepted.
- Cancelled orders will be charged 50% of original price unless otherwise noted on order form.

Exhibiting Company: _____

Booth #: _____

Standard Carpet Colors

Burgundy



Blue



Red



Plum



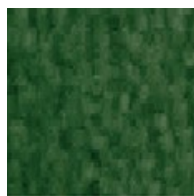
Teal



Black



Forest Green

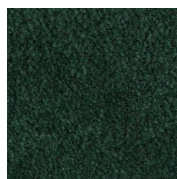


Grey



Plush Custom Carpeting

Emerald



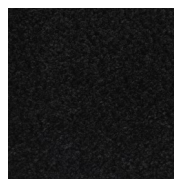
Navy



Beige



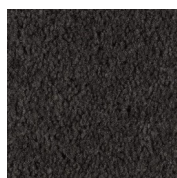
Black



Burgundy



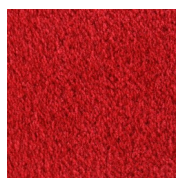
Charcoal



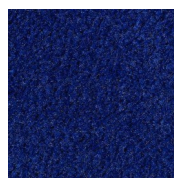
Nu Blue



Red



Royal Blue

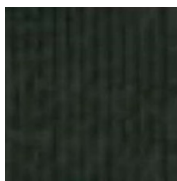


Silver Cloud



Display Tables Drape Colors

Black



Blue



Burgundy



Forest Green



Plum



Gold



Grey



Red



Teal



White



Submit this form to rent carpet, visqueen, or padding from Brede. Enter the Carpet Total below on the Payment Authorization/Order Summary form. Orders received without full payment or credit card information will not be processed.

Advance Order Discount Deadline: April 1, 2020

Standard Carpeting

Select from Standard Colors (if no color is selected, show colors will prevail.)

- | | | | |
|--------------------------------|-------------------------------|-------------------------------|---------------------------------------|
| <input type="checkbox"/> Black | <input type="checkbox"/> Blue | <input type="checkbox"/> Grey | <input type="checkbox"/> Burgundy |
| <input type="checkbox"/> Red | <input type="checkbox"/> Plum | <input type="checkbox"/> Teal | <input type="checkbox"/> Forest Green |

Qty	Size	Advance	Standard	Subtotal
_____	10' Carpet	\$ 203.50	\$ 264.50	\$ _____
_____	20' Carpet	\$ 407.00	\$ 529.00	\$ _____
_____	30' Carpet	\$ 610.50	\$ 793.75	\$ _____
_____	40' Carpet	\$ 814.00	\$ 1,058.25	\$ _____

- Standard carpets ordered in multiples of 2 or more do not include seaming and exact color match is not guaranteed.

Full Coverage Carpeting

	Size	Advance	Standard	Subtotal
Full Coverage	_____ x _____ = _____ sq. ft. (400 sq. ft. min)	\$ 6.00 per sq. ft.	\$ 8.00 per sq. ft.	\$ _____

Options

	Size	Advance	Standard	Subtotal
Carpet Padding	_____ x _____ = _____ sq. ft.	\$ 1.50	\$ 1.95	\$ _____
Visqueen	_____ x _____ = _____ sq. ft.	\$.80 per sq. ft.	\$ 1.05 per sq. ft.	\$ _____

Plush Custom Carpeting

Select from Custom Colors

- | | | | | | |
|-----------------------------------|----------------------------------|--------------------------------|--------------------------------|---------------------------------------|-----------------------------------|
| <input type="checkbox"/> Emerald | <input type="checkbox"/> Navy | <input type="checkbox"/> Beige | <input type="checkbox"/> Black | <input type="checkbox"/> Royal Blue | <input type="checkbox"/> Burgundy |
| <input type="checkbox"/> Charcoal | <input type="checkbox"/> Nu Blue | <input type="checkbox"/> Red | <input type="checkbox"/> White | <input type="checkbox"/> Silver Cloud | |

	Size	Advance	Standard	Subtotal
Plush Carpet	_____ x _____ = _____ sq. ft. (100 sq. ft. min)	\$ 6.25 per sq. ft.	\$ 8.25 per sq. ft.	\$ _____

- Includes poly covering (Visqueen) for protection.
- To guarantee availability, orders must be received 30 days prior to show move-in.

Terms / Order Estimate

- Orders cancelled prior to move-in will be charged 50% of the original price.
- Cancelled orders for custom carpet will be charged 100%.
- Orders cancelled after move-in begins will be charged 100% of the original price.
- Transfer this total to the Payment Authorization/Order Summary form.

Subtotal \$ _____
 8.31% CO Tax \$ _____
 Total \$ _____

Exhibiting Company: _____

Booth #: _____

Submit this form to rent tables, risers or furnishings from Brede. Enter the total below to the Payment Authorization/Order Summary form. Orders received without full payment or credit card information will not be processed.

Advance Order Discount Deadline: April 1, 2020

Tables

Qty	Item	Advance	Standard	Subtotal
30" High Display Tables (includes white vinyl top, 3 side drape)				
_____	4' x 2' draped table	\$ 144.25	\$ 187.50	\$ _____
_____	6' x 2' draped table	\$ 163.75	\$ 213.00	\$ _____
_____	8' x 2' draped table	\$ 201.00	\$ 261.50	\$ _____
_____	4th side drape	\$ 62.00	\$ 80.50	\$ _____
_____	4' x 2' undraped table	\$ 87.75	\$ 114.00	\$ _____
_____	6' x 2' undraped table	\$ 100.75	\$ 131.00	\$ _____
_____	8' x 2' undraped table	\$ 117.50	\$ 152.75	\$ _____
42" High Display Tables (includes white vinyl top, 3 side drape)				
_____	4' x 2' draped table	\$ 185.00	\$ 240.50	\$ _____
_____	6' x 2' draped table	\$ 218.25	\$ 283.75	\$ _____
_____	8' x 2' draped table	\$ 240.00	\$ 312.00	\$ _____
_____	4th side drape	\$ 62.00	\$ 80.25	\$ _____
_____	4' x 2' undraped table	\$ 119.00	\$ 154.75	\$ _____
_____	6' x 2' undraped table	\$ 132.50	\$ 172.25	\$ _____
_____	8' x 2' undraped table	\$ 145.75	\$ 189.50	\$ _____
12" Tabletop Risers (includes white vinyl top)				
_____	4' x 12" draped riser	\$ 80.50	\$ 104.75	\$ _____
_____	6' x 12" draped riser	\$ 96.50	\$ 125.50	\$ _____
Other Tables				
_____	30" Pedestal Table <input type="checkbox"/> 30" d <input type="checkbox"/> 36" d	\$ 112.00	\$ 145.75	\$ _____
_____	42" Pedestal Table <input type="checkbox"/> 30" d <input type="checkbox"/> 36" d	\$ 116.50	\$ 151.50	\$ _____

Furnishings & Accessories

Qty	Item	Advance	Standard	Subtotal
_____	Padded Side Chair - Grey	\$ 73.25	\$ 95.25	\$ _____
_____	Padded Arm Chair - Grey	\$ 96.50	\$ 125.50	\$ _____
_____	Swivel Chair - Grey	\$ 133.50	\$ 173.50	\$ _____
_____	Counter Stool with Back	\$ 116.00	\$ 151.00	\$ _____
_____	Waste basket	\$ 31.00	\$ 40.50	\$ _____
_____	Floor Easel	\$ 63.25	\$ 82.25	\$ _____
_____	Sign Stand 22" x 28"	\$ 98.50	\$ 128.00	\$ _____
_____	Bag Rack	\$ 157.25	\$ 204.50	\$ _____
_____	Waterfall Rack	\$ 157.25	\$ 204.50	\$ _____
_____	Literature Rack	\$ 239.75	\$ 311.75	\$ _____
_____	Garment Rack	\$ 248.75	\$ 323.50	\$ _____
_____	Tackboard 8'x4' (horizontal only)	\$ 186.00	\$ 242.00	\$ _____
_____	Perfboard 8' x 4' <input type="checkbox"/> horizontal <input type="checkbox"/> vertical	\$ 186.00	\$ 242.00	\$ _____
_____	3' high drapery (per ft)	\$ 27.00	\$ 35.00	\$ _____
_____	8' high drapery (per ft)	\$ 28.75	\$ 37.50	\$ _____

Drape Color Selection

- If no color is selected, show colors will prevail.

☐ Black
 ☐ Blue
 ☐ Teal
 ☐ Gold
 ☐ Burgundy
 ☐ White
☐ Red
 ☐ Plum
 ☐ Grey
 ☐ Forest Green

Terms / Order Estimate

- Orders cancelled prior to move-in will be charged 50% of the original price.
- Orders cancelled after move-in begins will be charged 100% of the original price.
- Transfer this total to the Payment Authorization/Order Summary form.

Subtotal \$ _____

8.31% CO Tax \$ _____

Total \$ _____

Exhibiting Company: _____

Booth #: _____

Submit this form to rent a hardwall exhibit from Brede. Enter the total below to the Payment Authorization/Order Summary form.

Orders received without full payment or credit card information will not be processed. Please contact Brede to inquire about Custom Rental Exhibits.

Advance Order Discount Deadline: April 1, 2020

Plan A: 10' N-Line Option

Includes: Hardwall Panels / Carpet / (1) side chair / (1) counter / (2) shelves / Header / Labor to install & dismantle



Qty	Item	Advance	Standard	Subtotal
	White Hardwall Panels	\$ 2,994.75	\$ 3,893.25	\$
	Color Hardwall Panels	\$ 3,243.25	\$ 4,216.25	\$
	Velcro Compatible Panels	\$ 4,037.00	\$ 5,248.00	\$

Plan B: 20' N-Line Option

Includes: Hardwall Panels / Carpet / (2) side chair / (1) counter / (4) shelves / Header / Labor to install & dismantle



Qty	Item	Advance	Standard	Subtotal
	White Hardwall Panels	\$ 5,330.75	\$ 6,930.00	\$
	Color Hardwall Panels	\$ 5,814.50	\$ 7,559.00	\$
	Velcro Compatible Panels	\$ 6,806.50	\$ 8,848.50	\$

Color Options

Select Panel Color (Hardwall Color/Velcro Panels): ☐ Black ☐ Blue ☐ Grey

Select Carpet Color: ☐ Black ☐ Blue ☐ Teal ☐ Red ☐ Plum ☐ Grey ☐ Burgundy ☐ Forest Green

Header Copy

Header Copy ~ One line with block letters: _____

(Please print clearly. Logos, color, & special lettering available at an additional cost. Call for quote.)

Additional Options

Qty	Item	Advance	Standard	Subtotal
	Standard Counter 18"x39"x40"	\$ 214.00	\$ 278.25	\$
	Adjustable Shelves	\$ 54.50	\$ 71.00	\$
	Spot Lights (use w/ rental only)	\$ 60.75	\$ 79.00	\$

Additional booth furnishings can be found throughout this manual. Look for upgraded carpet, carpet pad, graphics, chairs, etc.

Custom Rental Exhibits



Why Choose Custom?

Every exhibitor wants to present a strong positive image of their company. What better way to do this than with a personalized exhibit?



Terms / Order Estimate

- Cancelled orders will be charged 100% of the original price.
- Transfer this total to the *Payment Authorization/Order Summary form*.

Subtotal \$ _____

8.31% CO Tax \$ _____

Total \$ _____

Exhibiting Company: _____

Booth #: _____

Exhibitors will have full access to Brede Exposition Services' design expertise. A Brede Design Specialist is available to create a customized exhibit that is within your desired budget. An attractive and functional exhibit will complement your marketing strategy, maximize your booth space, and enhance your presence on the show floor. We will work with you to create a customized exhibit to showcase your company. Most importantly, the Brede Design Team will work with you from the beginning concept through on-site completion.

Inline



10x20



10x20

Island



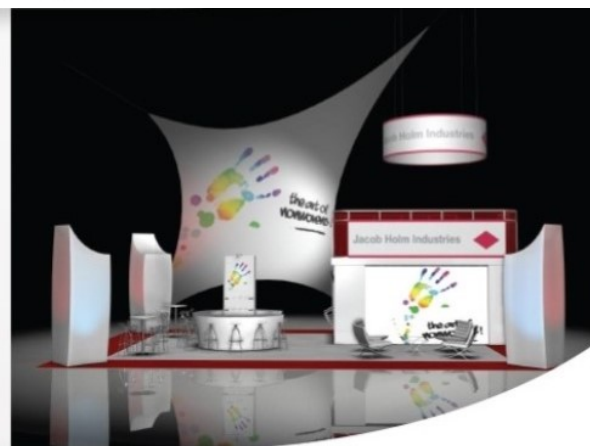
20x20



15x30

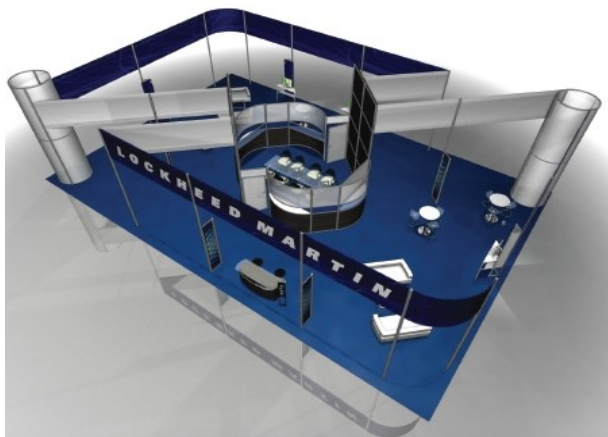


15x20



30x45

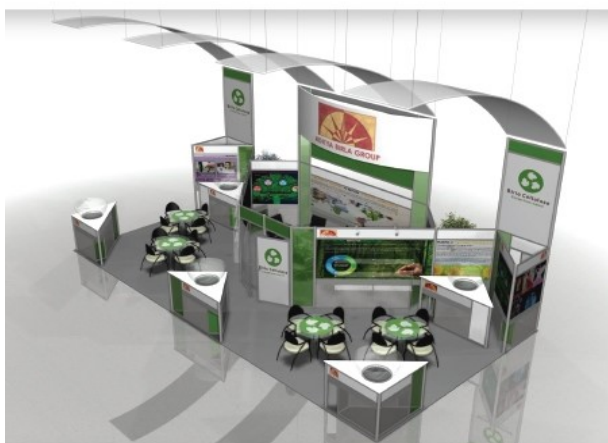
Custom



40x60



20x30



20x40



30x50



40x80



20x45

Custom Rental Exhibits

Brede Exposition Services' liability shall be limited to the physical loss or damage to the specific article which is lost or damaged as described below. Please make your show site representative aware of the following policy.

Limitations of Brede Exposition Services' Liability and Responsibility

1. Brede Exposition Services shall not be responsible for damage to uncrated materials, materials improperly packed, or concealed damage.
2. Brede Exposition Services shall not be responsible for loss, theft, or disappearance of exhibitor's materials after same have been delivered to exhibitor's booth.
3. Brede Exposition Services shall not be responsible for loss, theft, or disappearance of materials before they are picked up from exhibitor's booth for re-loading after the show. Brede bills of lading covering outgoing shipments which are tendered to Brede Exposition Services by exhibitors, will be checked at time of actual pickup from booth and corrections made where discrepancies occur.
4. Brede Exposition Services shall not be liable to any extent whatsoever for any actual, potential, or assumed loss of profits or revenues, or for any collateral costs, which may result from any loss or damage to an exhibitor's material which make it impossible or impractical to exhibit same.
5. The consignment or delivery of a shipment to Brede Exposition Services by an exhibitor, or by any shipper on behalf of any exhibitor shall be construed as an acceptance by such exhibitor (and/or other shipper) of the terms and conditions set forth in this bulletin.
6. Brede Exposition Services shall exercise ordinary diligence and care in the receiving, handling and storage of all shipments. Brede Exposition Services shall not be liable for loss or damage by fire, acts of God, or causes beyond its control. Brede Exposition Service's liability shall be limited to the physical loss or damage to the specific article which is lost or damaged. In any case, the liability of Brede Exposition Services is limited to \$.30 per pound per article, with a maximum of \$50.00 per item, and a maximum of \$1,000.00 per shipment. This applies while these goods are in Brede's warehouse, in vehicles for delivery, or at show site.
7. Claims for loss or damage which are not submitted to Brede Exposition Services within thirty (30) days of the close of the show on which the loss or damage occurred shall be considered waived. No suit or action shall be brought against Brede Exposition Services or its subcontractors more than one (1) year after the accrual of the cause of action therefore.
8. Shipments received without receipts, freight bills, or specified unit counts on receipts or freight bills (i.e., one lot, 800 cu. ft., etc.), such as UPS or van lines will be delivered to the exhibitor's booth without guarantee of piece count or condition. No liability will be assumed by Brede Exposition Services for such shipments.
9. Empty container labels will be available at the service desk. Affixing the labels is the sole responsibility of the exhibitor or his/her representative. All previous labels should be removed or completely covered. Brede Exposition Services assumes no responsibility for errors to the aforementioned procedure, removal of containers with old empty labels and without Brede Exposition Services labels, improper information on empty labels, or valuables stored in containers with empty labels.
10. Exhibitors should arrange for outgoing shipments during the show or immediately after its close. Brede will assist in the preparation of Brede bills of lading. Be sure that your material has been carefully crated or packed, and properly tagged or marked.
11. In order to expedite removal of materials, Brede Exposition Services shall have authority, without further clearance with exhibitors, to change designated carriers.
12. Labor and services ordered on behalf of exhibitors by display builders or other parties must be so authorized in a letter from exhibitors. Payment for all labor and services will be the responsibility of the exhibitor.
13. Freight handling charges are the responsibility of the exhibitor to whom shipments have been consigned. Also, charges for loading out freight shipments are the responsibility of the exhibitor from whose booth shipments are made. Exhibitors may not assign this responsibility to suppliers or customers.

The exhibitor agrees, in the event of a dispute with Brede Exposition Services relative to any loss or damage to any of their materials or equipment, that they will not withhold payment of any amount due to Brede Exposition Services for Drayage or any other services provided by Brede Exposition Services as an offset against the amount of the alleged loss or damage. Instead, they agree to pay Brede Exposition Services at the close of the show for all such charges, and they further agree that any claim they may have against Brede Exposition Services shall be pursued independently by them as a completely separate transaction to be resolved on its own merits.
14. Service charge of 1-1/2% per month on any unpaid balance will be made starting 30 days after date of invoice.
15. Where an exhibitor indicates choice of carrier for pickup it is the exhibitor's responsibility to arrange with such carrier for said pickup service. If the carrier does not pick up within the time limited for the removal of exhibitor's materials at the Exhibit Hall, we reserve the right to forward such material by the shipping method of our choice or to remove said material to our warehouse for disposition, at an additional charge to the exhibitor in accordance with prevailing rates for the service performed.
16. Material left behind without orders placed at the Drayage Service Desk may be classified as abandoned. The Drayage Contractor shall not be responsible for same. We are not responsible for any delay of rush shipments. We will expedite such rush shipments to the best of our ability, but will not assume any financial responsibility for shipments which do not arrive at their destination at a dated time.
17. **EXHIBITORS ARE URGED TO CARRY ALL-RISK INSURANCE** covering your materials against damage, loss and all other hazards from the time shipments are made prior to the show until shipments are received back after the show. This can generally be done by adding riders to existing insurance policies, often at no additional cost. It is understood that Brede Exposition Services is not an insurer, that insurance, if any, shall be obtained by the exhibitor and the amounts payable to Brede Exposition Services hereunder are based on the value of the material handling services and the scope of Brede Exposition Services liability as set forth above.

Please make your show site representative aware of the following move-in policy.

Shipment Advisory

Dear Exhibitor,

We strongly recommend that all exhibitors ship advance to the warehouse using the labels provided in this service manual.

Exhibitor shipments sent to the Sheraton Denver Downtown c/o Brede or shipments sent "Hold for Guest" will incur hotel surcharges which will be in addition to Brede's material handling charges. Exhibitors may avoid these additional fees by shipping to the advance warehouse.

If you must ship direct to the hotel, ship your items to arrive only during exhibitor move-in hours.

Exhibitor Move-in: Wednesday April 15 8am AM — 5:00 PM

Exhibitor Move-in Information

Advance Shipments

Exhibitors may choose to ship freight to the advance warehouse. Brede will receive and manage your materials shipped in advance and when brought to show site.

Material handling fees are paid to Brede, and are separate from and independent of freight transportation charges, which are paid to freight carriers such as YRC, ABF, FedEx, or any other carrier of the exhibitor's choosing.

Exhibitors are responsible for securing a carrier of their choice, arranging freight transportation to and from the event, and all associated fees.

For detailed information regarding advance material handling services provided by Brede and the associated charges, please see below.

Please make your show site representative aware of the following information.

Shipments to the Warehouse

- Receiving begins **30 days prior to exhibitor move-in**.
- Shipments received at the warehouse after **April 8, 2020** are subject to additional charges.
- Ship pre-paid; collect shipments will be refused.
- Uncrated, pad wrapped, specialized equipment or hazardous materials will not be accepted at the warehouse.

Advantages:

- Exhibitors can confirm shipment has arrived and is intact in advance of the move-in date.
- Materials will be delivered to your booth prior to your arrival on site.
- Delivery dates and times are more flexible.

Advance Warehouse Rates

See below for definitions and descriptions of warehouse rates, and the *Material Handling Rates* form for the associated fees.

All material handling fees are calculated on a CWT basis (per hundredweight, or fraction thereof) per shipment, and vary depending on the type of shipment, the amount of handling and the time of day. Separate shipments will not be combined. Minimum charges will apply as shown on the *Material Handling Rates* form. Be sure to review these costs when you prepare your show budget. Contact Brede for assistance in estimating your material handling charges, based upon your specific needs.

Rates Include:

- Receiving exhibitor shipment at the advance warehouse, and storage beginning 30 days prior to the show.
- Movement of all exhibitor freight from warehouse to exhibit site, unloading and delivery to booth by move-in time.
- Pick-up and storing of shipping containers and boxes labeled EMPTY, returning empty shipping containers to your booth at the close of the show. Empty labels may be obtained at the Brede Service Desk on show site. Empty containers are not accessible during the show.
- Removal of freight from booth, and reloading onto exhibitor's designated outbound carrier at the loading dock.

Crated or Skidded Rate

Shipments that arrive via common carrier such as YRC, ABF, etc., and can be unloaded at the dock with no additional handling required. 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 Rate

Shipments that are crated van line shipments, or are packed in such a manner as to require special handling, such as ground unloading, side door loading, constricted space loading and designated piece loading or stacked shipments. Also included are mixed shipments, and shipments from any carrier without certified weight tickets or delivery receipts, such as FedEx, UPS, POVs (personally owned vehicles).

Small Package Rate

Cartons/envelopes weighing less than 25 lbs. per shipment without documentation. These will be delivered to the booth without guarantee of piece count or condition.

Overtime Charges

Inbound:

- Your shipment is received at the warehouse, and is delivered to show site before 8:00 am or after 4:00 pm on weekdays, or anytime on a Saturday, Sunday and/or observed union holidays.

Outbound:

- Your shipment is loaded after 4:00 pm on weekdays, or anytime on a Saturday, Sunday and/or observed union holidays, or
- Your carrier driver checks in at the Exhibit Site Check-In Area after 3:00 pm on weekdays, or anytime on a Saturday, Sunday and/or observed union holidays.

Direct Shipments

Exhibitors may choose to ship freight direct to show site. Brede will receive and manage freight on show site as described in the following pages. Material handling fees are paid to Brede, and are separate from and independent of freight transportation charges, which are paid to freight carriers such as YRC, ABF, FedEx, or any other carrier of the exhibitor's choosing. Exhibitors are responsible for securing a carrier of their choice, arranging freight transportation to and from the event, and all associated fees. For detailed information regarding direct material handling services provided by Brede and the associated charges, please see below. Please make your show site representative aware of the following information.

Direct Shipments to Show Site

- Do not ship to the facility prior to **April 15, 2020**. Early shipments to show site may be refused.
- Brede Exposition Services will be on show site at the loading dock to receive exhibitor materials only during move-in hours.
- Ship pre-paid; collect shipments will be refused.
- Hazardous materials will not be accepted.

Direct to Show Site Rates

See below for definitions and descriptions of direct to show site rates, and the *Material Handling Rates* form for the associated fees. All material handling fees are calculated on a CWT basis (per hundredweight, or fraction thereof) per shipment, and vary depending on the type of shipment, the amount of handling and the time of day. Separate shipments will not be combined. Minimum charges will apply as shown on the *Material Handling Rates* form. Be sure to review these costs when you prepare your show budget. Contact Brede for assistance in estimating your material handling charges, based upon your specific needs.

Rates Include:

- Receiving exhibitor shipment, unloading at loading dock and delivery to booth.
- Pick-up and storing of shipping containers and boxes labeled EMPTY, returning empty shipping containers to your booth at the close of the show. Empty labels may be obtained at the Brede Service Desk on show site. Empty containers are not accessible during the show.
- Removal of freight from booth, and reloading onto exhibitor's designated outbound carrier at the loading dock.

Crated or Skidded Rate

Shipments that arrive via common carrier such as YRC, ABF, etc., and can be unloaded at the dock with no additional handling required. 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 Rate

Shipments that are crated van line shipments, or are packed in such a manner as to require special handling, such as ground loading, side door loading, constricted space loading and designated piece loading or stacked shipments. Also included are mixed shipments, and shipments from any carrier without certified weight tickets or delivery receipts, such as FedEx, UPS, POVs (personally owned vehicles).

Uncrated, Unskidded, or Wrapped Rate

Shipments that are not in crates, cases, or boxes and/or pad wrapped, specialized equipment, unskidded machinery or uncrated POV shipments. Uncrated shipments are received at show site only.

Small Package Rate

Cartons/envelopes weighing less than 25 lbs. per shipment without documentation. These will be delivered to the booth without guarantee of piece count or condition.

Overtime Charges

Inbound:

- Your shipment is delivered to your booth before 8:00 am or after 4:00 pm on weekdays, anytime on a Saturday, Sunday and/or observed union holidays, or
- A vehicle driver checks in at the Exhibit Site Check-In Area after 3:00 pm on weekdays, or anytime on a Saturday, Sunday and/or observed union holidays.

Outbound:

- Your shipment is loaded after 4:00 pm on weekdays, or anytime on a Saturday, Sunday and/or observed union holidays, or
- Your carrier driver checks in at the Exhibit Site Check-In Area after 3:00 pm on weekdays, or anytime on a Saturday, Sunday and/or observed union holidays.

Inbound Bill of Lading

All inbound shipments must have a Bill of Lading or delivery slip showing the number of pieces, type of merchandise and weight.

Shipments received without this information will be delivered to exhibitor's booth without guarantee of piece count or condition.

No liability will be assumed by Brede for such shipments.

Billed weight is based on incoming weight, whether outbound services are used completely or in part.

The weight is rounded up to the next one hundred pounds (100 lbs) and is taken from the inbound Bill of Lading and/or the certified weight ticket.

Separate shipments will not be combined.

Shipments arriving without a specified weight on the Bill of Lading will be assigned an approximate weight by Brede. This weight will prevail.

Advance Warehouse Shipping Address

TO: Exhibiting Company Name and Booth #

FOR: SBI-ACR Breast Imaging Symposium

Brede Exposition Services

c/o YRC

14700 E Smith Rd.

Aurora, CO 80011

- Use this address and information on your inbound bill of lading if shipping your freight to the Advance Warehouse.
- Please use the freight labels provided in this service manual.
- Receiving hours: M - F 9:00 am to 3:00 pm.
- All shipments must be prepaid: collect shipments will be refused.
- Brede does not accept shipments that are not consigned to Brede Exposition Services. Such shipments will be refused.
- **All shipments to the Advance Warehouse must arrive by: April 8, 2020 to avoid late charges.**

Direct to Show Site Shipping Address

TO: Exhibiting Company Name and Booth #

FOR: SBI-ACR Breast Imaging Symposium

c/o Brede Exposition Services

Sheraton Denver Downtown

1550 Court Place

Denver, CO 80202

- Use this address and information on your inbound bill of lading if shipping your freight Direct to Show Site.
- Please use the freight labels provided in this service manual.
- All shipments must be prepaid: collect shipments will be refused.
- Brede does not accept shipments that are not consigned to Brede Exposition Services. Such shipments will be refused.
- **Shipments will be received at the facility no sooner than: April 15, 2020 during move-in hours.**

Empty Containers, Labels

Exhibitors with crates or boxes that need to be returned to pack up booth equipment at the end of the show must affix empty labels on the containers as soon as they are empty. Empty labels will be available at the Brede Service Desk. Affixing the labels is the sole responsibility of the exhibitor. Brede assumes no responsibility for removal of containers with old empty labels, improper information on labels or valuables stored in containers with empty labels.

Empty containers will be removed from the floor and stored until the close of the show. You will not have access to empty containers during the show. In most cases, empty containers may not be stored in your booth during the show as it is considered a fire hazard.

Outbound Bill of Lading

Outbound shipping is not an automatic process. Outbound Bills of Lading must be completed and turned in to the Brede Service Desk: *do not leave outbound Bills of Lading in your booth.*

Exhibitors who choose to ship outbound materials via any carrier other than the official show carrier must advise carrier to be checked in at the Brede Service Desk by the driver check-in time specified on the *Show Details* page. Drivers are placed in line for loading on a first-come, first-serve basis, provided the exhibitor is completely packed and a Bill of Lading has been turned in to the Service Desk.

Drivers whose Bills of Lading have not been turned in will be placed in a holding queue until the booth is packed and the Bill of Lading is turned in. Should your carrier fail to check in by the designated time, Brede reserves the right to re-route the shipment via the official show carrier as necessary, at the exhibitor's expense.

Submit this form if you will be shipping material to the warehouse or show site. Use the rates below to estimate your material handling charges. Enter the total below to the Payment Authorization/Order Summary form.
Orders received without full payment or credit card information will not be processed.

Material Handling Rate Schedule

- For full definitions and descriptions of all rates, and rules, see the *Material Handling Information* forms included in this manual.
- All material handling fees are calculated on a CWT basis (per hundredweight, or fraction thereof) per shipment, and vary depending on the type of shipment, the amount of handling and the time of day. Separate shipments will not be combined. Minimum charges will apply as shown below. Be sure to review these costs when you prepare your show budget. Contact Brede for assistance in estimating your material handling charges, based upon your specific needs.

	Material Handling Rate <i>Rates below include any applicable OT charges per 100 lbs</i>
A 200 lb minimum charge per shipment applies	
Advance to Warehouse: Crated	\$148.50
Direct to Show site: Crated	\$155.25
Advance to Warehouse: Special Handling	\$185.50
Direct to Show site: Special Handling	\$194.00
Direct to Show site: Uncrated, Unskidded, or Wrapped	\$233.00
Advance to Warehouse/Direct to Show site: Small Packages	\$59.00 <i>each</i>

Additional Services

Late shipments, off-target shipments & site shipments received before published move-in or after show opening. Freight received at the warehouse after April 8, 2020 or at show site prior to published move-in or after show opening, add an additional charge per 100 lbs. Additional transportation charges may apply.	\$32.00 <i>per 100 lbs.</i>
Spotting Fee. Any vehicles driven into the exhibit hall under their own power will incur a spotting fee. Vehicles not moved in under their own power will be unloaded and charged based on weight.	\$295.00 <i>round trip</i>
Special Services. Shipments returned to warehouse will be charged \$15.00 per 100 lbs. with a \$250.00 minimum. Storage will be charged if shipment is not routed or picked up after three working days. Storage fees prior to 30 days before show, or after 3 days following the show are \$1.25 per 100 lbs. per day with a \$35.00 minimum. On-site container storage for freight brought in by exhibitors is \$30.00 per piece.	

Material Handling Rate Schedule

☐ Advanced

☐ Direct

Carrier(s)	Tracking # or Shipped From	Date of Arrival	# Pieces	Est. Weight CWT	Rate per CWT	Estimated Cost 200 lb minimum
Transfer this total to the Payment Authorization/Order Summary form.						Total Estimate \$

Exhibiting Company: _____

Booth #: _____

Material Handling Tips

Shipping Inbound:

- **Advance to Warehouse** - ensure your shipment arrives by the deadline date of **April 8, 2020** to avoid additional surcharges.
- **Direct to Show Site** - shipments will be received starting **April 15, 2020** during posted Exhibitor Move-in hours.
- Clearly mark your company name, booth number and **SBI-ACR Breast Imaging Symposium** on all labels.
- Material Handling is charged per shipment. To avoid multiple charges, ship all your pieces together.
- Shipments arriving at the same time from different destinations are considered separate shipments.
- Please be aware that small package handlers may split shipments resulting in Brede receiving multiple shipments.
- Make sure your shipment arrives with a certified weight ticket to help avoid Special Handling charges.

Storing Empty Containers:

- Pickup Empty Labels at the Brede Service Desk.
- Place a label on each container with your company name & booth number.
- Labeled containers will be picked up periodically and stored during the show.
- Once containers are placed in empty storage there will be no access to those containers.
- At the close of the show, the empty containers will be returned to your booth in random order.

Shipping Outbound:

- Schedule your carrier for pickup at the appropriate time if you are not shipping via the show carrier.
- Each individual shipment destination must have a completed Bill of Lading.
- Each piece must be individually labeled. Pre-printed shipping labels are available at the Brede Service Desk.
- When materials are packed, labeled and ready to be shipped, bring the completed Bill of Lading to the Brede Service Desk.

Consolidate Your Shipment:

- Separate shipments received by Brede will not be combined. The minimum 200 lb. charge applies to each shipment received.
- Consolidate your shipment whenever possible to avoid multiple minimum charges.

1 piece weighing 36 lbs. charged @ 200 lb. minimum x \$100.00 per CWT = \$200.00

1 piece weighing 62 lbs. charged @ 200 lb. minimum x \$100.00 per CWT = \$200.00

1 piece weighing 54 lbs. charged @ 200 lb. minimum x \$100.00 per CWT = \$200.00

TOTAL cost of three shipments arriving separately: \$600.00

OR

3 pieces totaling 152 lbs @ 200 lb minimum x \$100.00 per CWT = \$200.00

TOTAL cost of one consolidated shipment: \$200.00 Savings of \$400.00

- Shipments arriving at the same time from different destinations are considered separate shipments.
- Please be aware that small package handlers may split shipments resulting in Brede receiving multiple shipments.

ADVANCE WAREHOUSE

EXHIBIT MATERIAL

Rush to:



**c/o YRC
14700 E Smith Rd.
Aurora, CO 80011**

**SBI-ACR
Breast Imaging Symposium**

**Sheraton Denver Downtown
Denver, CO**

Exhibitor

Booth

**Late to warehouse charges apply after:
April 8, 2020**

ADVANCE WAREHOUSE

EXHIBIT MATERIAL

Rush to:



**c/o YRC
14700 E Smith Rd.
Aurora, CO 80011**

**SBI-ACR
Breast Imaging Symposium**

**Sheraton Denver Downtown
Denver, CO**

Exhibitor

Booth

**Late to warehouse charges apply after:
April 8, 2020**

- These shipping labels are provided for your convenience to assist in preparing shipments to the advance warehouse.
- Please cut along dashed lines and affix one to each piece of your shipment to the advance warehouse.
- Please make additional copies of these labels as needed.

Important notes: Warehouse is not temperature controlled.

Hazardous materials will not be accepted at the warehouse.

DIRECT TO SHOW SITE

EXHIBIT MATERIAL

Rush to:



**Sheraton Denver Downtown
1550 Court Place
Denver, CO 80202**

**SBI-ACR
Breast Imaging Symposium**

*Sheraton Denver Downtown
Denver, CO*

Exhibitor _____

Booth _____

**Do not deliver prior to:
April 15, 2020**

DIRECT TO SHOW SITE

EXHIBIT MATERIAL

Rush to:



**Sheraton Denver Downtown
1550 Court Place
Denver, CO 80202**

**SBI-ACR
Breast Imaging Symposium**

*Sheraton Denver Downtown
Denver, CO*

Exhibitor _____

Booth _____

**Do not deliver prior to:
April 15, 2020**

- These shipping labels are provided for your convenience to assist in preparing shipments direct to the show site.
- Please cut along dashed lines and affix one to each piece of your shipment direct to the show site.
- Please make additional copies of these labels as needed.

Important note: Hazardous materials will not be accepted at show site.



Exhibit Services

Reliable trade show shipping services





The show must go on!

YRC Freight is ready to customize transportation solutions for any exhibit shipment, any size load, delivering great service, savings and simplicity.

After the show, specify YRC Freight for the move out on the materials handling agreement (MHA), then give us a call. We'll take it from there.

And if others handle your trade show shipping, remember to tell them about YRC Freight savings and service.

Delivering confidence at the show

- 100% inbound service guarantee* at no additional cost
- On-site Exhibit managers monitor your inbound shipments for on-time, smooth move ins
- Time-Critical expedited
- Comprehensive North American coverage and online visibility

Giving you more for your money

- Lowest trade show shipping fees in the industry
- 30 days free storage prior to the show; a great way to save when moving from show to show
- No detention fees at trade shows
- No extra fees for weekend/after-hour pickups

Keeping it simple for you

- Exhibit customer service representatives available 24/7; call 1-800-531-EXPO (3976)
- Around-the-clock assistance with quotes, bookings, tracking or expediting
- Single-shipment transportation for your entire display
- Online shipment visibility throughout the move on my.yrcfreight.com

* Subject to applicable Tariffs and Rules and Conditions publications.

Confidence Delivered.®

yrcfreight.com | 800.531.EXPO (3976) |  Live Chat



Complete this form to request a pre-printed outbound bill of lading and shipping labels for your outbound shipment.
Forms and labels will be delivered to your booth at show site.

Requests should be submitted by: April 1, 2020

Outbound Shipping Information

Ship to (Company): _____

Attention: _____

Destination (Street Address): _____

City: _____ State: _____ Zip: _____

Shipping Method

Ground: ☐ YRC ☐ Other Ground _____

Air: ☐ YRC ☐ Other Air _____

☐ Next Day ☐ 2nd Day ☐ Deferred

Freight Charges Guaranteed By

Company/Exhibitor: _____

Attention: _____

Permanent Street Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Shipping Labels Request

of Shipping Labels Requested: _____

Exhibitors using FedEx or UPS must provide pre-printed labels with their account number.

Notes

- Please complete one form per shipment.
- Do not leave Bills of Lading in your booth.
- Please review the *Material Handling Information*, *Material Handling Rate Schedule*, and *Limits of Liability* forms.

Exhibiting Company: _____

Booth #: _____

We have provided these definitions to acquaint you with specific guidelines for labor. Trade shows, conventions and special events in this vicinity are governed by local union contracts. Please review the following information in order to better understand the applicable union jurisdictions. If you have any questions once you have read this, please address them directly to Brede Exposition Services.

Material Handling

All material handling, other than exhibitor owned vehicles as described below, will be handled by the Official Service Contractor, including unloading or loading of any and all contracted carriers. Please refer to the material handling section of your exhibitor service kit for rates and liability information. This is a chargeable service.

Exhibitors and show organizers may handle their own material if it can be carried in within the allowed 15 minute dock pass. Exhibitors may not borrow or rent hand trucks, dollies, flat trucks, pallet jacks or other material handling equipment. Any item that cannot be carried by one person must be handled by the Official Service Contractor. To ensure an orderly and safe move-in and move-out, all docks and vehicle traffic are under exclusive control of the Official Service Contractor. As conditions and time permit, space may be made available to exhibitor owned vehicles to load and unload. One person must remain with the vehicle at all times. Due to time constraints, vehicles must be loaded or unloaded within 15 minutes. A timed dock pass will be issued. Unattended vehicles will be towed at the owner's expense. The above will be strictly enforced.

Booth Labor

Currently we have an agreement with the International Alliance of Theatrical and Stage Employees (IATSE) Local Union to provide labor for display installation and dismantling. Full-time employees of the exhibiting companies, however, may set their own exhibits without assistance from this local union. Any installation & dismantle labor services that may be required beyond what your regular full-time employees can provide must be rendered by the Union. Installation & dismantle labor can be ordered in advance by returning the Labor/Forklift order form enclosed in this manual. Proof of full-time employment status may be requested by the Union Steward of any personnel working in your booth.

Safety

Standing on chairs, tables or other rental furniture is prohibited. This furniture is not engineered to support your standing weight. Brede cannot be responsible for injuries or falls caused by the improper use of this furniture. If assistance is required in the assembly/dismantle of your booth, please order labor on the enclosed Labor/Forklift order form and the necessary ladders and tools will be provided.

Gratuities

Brede Exposition Services requests that exhibitors do not tip our employees. Do not give coffee breaks other than mid-morning and mid-afternoon when union employees have a fifteen minute paid break. Any attempts to solicit a gratuity by an employee for any service should be reported immediately to a Brede supervisor. Employees of Brede are paid at an excellent wage scale denoting a professional status, and we feel that tipping is not necessary. This applies to all employees.

In General

Craftsmen at all levels are instructed to refrain from expressing any grievances or directly challenging the practices of any exhibitor. All questions originated by labor are to be expressed directly to Brede management personnel. It is recommended that any questions arising with regard to union jurisdiction or practices should be directed to a management representative of Brede.



Exposition Services

SBI-ACR Breast Imaging Symposium

Sheraton Denver Downtown

Denver, CO

April 16-18, 2020

Submit this form to order labor/forklift from Brede. Labor is available for installation and dismantling of exhibits, unskidding, and/or spotting of machinery. Forklift does not cover any Material Handling services, see Material Handling Information. Enter the Total below on Payment Authorization/Order Summary. Orders received without full payment or credit card information will not be processed.

Advance Order Discount Deadline: April 1, 2020

Labor Options

Option A: Brede Supervised

- All work is performed and supervised by Brede personnel.
- Labor under Brede supervision is straight time when possible.
- Charge for supervisory service is 30% of total daily charges, with a \$50.00 minimum.
- An outbound Bill of Lading must be completed and turned in at the Brede Service Desk.

Option B: Exhibitor Supervised

- All work is performed under the direction of the exhibitor.
- Exhibitor must meet labor at the Brede Service Desk at scheduled time.
- All labor is billed on a 1 hour per laborer minimum and then billed in 1/2 hour increments.
- No shows will be billed at the minimum per laborer rate.

Information

Labor Information:

Shipped to: ☐ Warehouse ☐ Show Site
 Shipment: ☐ Crates ☐ Boxes ☐ Carpet/Pad
 Carpet if not shipped: ☐ From Brede ☐ None
 Blueprints/Instructions: ☐ Attached ☐ w/Display
 Electrical under carpet: ☐ Yes ☐ No

Pallet Jack Information:

Work to be done: ☐ Spot Equipment

Other: _____

Show Site Contact: _____

Cell: _____

Rates

Hours	Laborer per person per hour	Pallet Jack person & equipment per hour
Straight Time Monday-Friday 8:00 am - 4:30 pm	\$100.00	\$150.00
Overtime Monday-Friday 4:30 pm – Midnight, Saturday, Sunday & observed union holidays 8:00 am - Midnight	\$150.00	\$200.00
Double Time Monday-Sunday Midnight - 8:00 am	\$199.00	\$250.00

Labor Estimate Costs

☐ Brede Supervised

☐ Exhibitor Supervised

	Date	Time	# Laborers	Est. Hrs.	Total Hrs.	Rate per person	Subtotal	Brede Supervision (Subtotal X .30)	Estimated Cost
Installation				X	=	X	= \$	+ \$	= \$
Dismantle				X	=	X	= \$	+ \$	= \$

Forklift Estimate Costs

	Date	Time	Heaviest Piece (lbs.)	FL Size	# of Forklifts	Est. Hrs.	Rate per hour	Estimated Cost
Installation						X	X \$	= \$
Dismantle						X	X \$	= \$

Terms / Order Estimate

- A 30% surcharge will be assessed to all Late/Floor orders.
- Transfer this total to the Payment Authorization/Order Summary form.
- Orders not cancelled prior to move-in will result in a minimum one-hour charge per laborer requested.
- 4 hour minimums may apply on dedicated labor calls.

Total Estimate \$ _____

Exhibiting Company: _____

Booth #: _____

Submit this form if the exhibiting company intends to use a contractor other than Brede Exposition Services. If the exhibiting company fails to comply with any or all of the requirements listed below, the non-official contractor will not be permitted to service your exhibit, and Brede Exposition Services must be hired for installation and dismantle labor. The non-official contractor will be able to provide supervision only.

Contractor Requirements

Non-Official, exhibitor appointed contractors must use labor supplied by Brede Exposition Services unless the following requirements are fulfilled:

- Exhibitors must return this completed form to Brede Exposition Services at least thirty (30) days prior to the show.
- Non-official (EAC) contractors must **submit proof of adequate insurance**, in the form of an original policy rider, listing Brede as an additional insured, furnished by their broker to Brede's office no later than thirty (30) days in advance of actual installation dates. This must include a copy of your Worker's Compensation Insurance.
- Non-official (EAC) contractors must furnish show management the names, addresses and telephone numbers of key executives for emergency contact.
- All personnel must be properly badged at show site.

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

Non-Official (EAC) Contractor Information

Non-Official (EAC) Contractor: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____

Email: _____

Contact In Booth: _____ Cell: _____

Non-Official (EAC) Contractor

Exhibiting Company: _____

Booth #: _____

Accessible storage will be available to you at this show. If you need to store and access materials that you do not have space for in your booth, such as back up equipment or hand-outs for attendees, accessible storage is an area at show site designated to hold these items for you.

This is not an order form. This service must be ordered on-site.

Notes

- You must sign up for this service and pick up your labels at the Brede Services desk.
- All freight received at the show will be delivered to your booth space first, and will be placed in accessible storage when properly labeled.
- This is not secured storage.
- This is not empty storage.
- Accessible storage items may not be the first items returned to your booth at the close of the show.
- There will be a 1/2 hour labor charge (minimum) each time something is placed into or removed from accessible storage. The charge will be applied at the corresponding rate for the time it is accessed.

Storage Rates

- The rate for accessible storage is \$150.00 per skid, plus access rates.

Access Rates

- There is a 1/2 hour labor charge (minimum) each time something is placed into or removed from accessible storage. The charge will be applied at the corresponding rate for the time it is accessed.

Submit this form if you will wish to order Brede's cleaning service for your booth in order to maintain booth cleanliness post set-up and throughout the show. Enter the Total below on the Payment Authorization/Order Summary form.
Orders received without full payment or credit card information will not be processed.

Advance Order Discount Deadline: April 1, 2020

Cleaning Options

Service	Days	Booth Size (100 sq. ft. minimum)	Advance (per sq. ft.)	Standard (per sq. ft.)	Subtotal
Vacuum once prior to show opening.	1	x	\$0.80	\$1.05	\$
Vacuum once prior to show opening and daily thereafter. Includes emptying of waste baskets	3	x	\$0.65	\$0.85	\$

If special cleaning services are required, please call the Brede Customer Service Department.

Booth Cleaning

Terms / Order Estimate

- Orders cancelled prior to move-in will be charged 50% of the original price.
- Orders cancelled after move-in begins will be charged 100% of the original price.
- Transfer this total to the *Payment Authorization/Order Summary form*.

Total \$

Exhibiting Company: _____

Booth #: _____

Submit this form to order signage from Brede. Enter the Total below on Payment Authorization/Order Summary form.
Orders received without full payment or credit card information will not be processed.

Advance Order Discount Deadline: April 1, 2020

Standard Sizes

- Standard signs are digitally produced with color copy, mounted on white foam board, and include up to 10 words.

Qty	Size	Advance	Standard	Subtotal
_____	11" X 14"	\$ 100.50	\$ 130.50	\$ _____
_____	14" X 22"	\$ 132.00	\$ 171.50	\$ _____
_____	22" X 28"	\$ 146.00	\$ 190.00	\$ _____
_____	28" X 44"	\$ 211.50	\$ 275.00	\$ _____

Indicate sign copy & layout here

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

Custom Sizes

- Brede can provide digital graphic reproduction in custom sizes. Please contact us for full-color, photo-quality, high resolution digital printing in virtually any size for banners, exhibit graphics and more.

Length		Width		Square footage		Advance	Standard			Subtotal
	X		=		X	\$22.00	\$28.00	=	\$	

Material: ☐ Foamcore ☐ Masonite ☐ PVC ☐ Plexi ☐ Gatorfoam ☐ Other _____

Select One: ☐ Vertical ☐ Horizontal

Special Instructions: _____

Terms / Order Estimate

- Orders cancelled will be charged 100% of the original price.
- Transfer this total to the *Payment Authorization/Order Summary form*.

Subtotal \$ _____

8.31% CO Tax \$ _____

Total \$ _____

Exhibiting Company: _____

Booth #: _____

Please be sure to inform your show site representative of the following fire regulations to ensure safety throughout the duration of the show.

Booth Construction

Booths, platforms and space dividers shall be of materials that are rendered flame-retardant, satisfactory to the local fire department representatives. Coverings for counters or tables used within or as a part of the booth shall be flame-retardant. All electrical wiring and apparatus shall be of a 3-wire UL type approved.

Permits

A permit shall be required for the following:

- Display and operation of any heater, barbecue, heat-producing or open flame device, candles, lamps, lanterns, torches, etc.
- Display or operation of any electrical, mechanical, or chemical device which may be deemed hazardous by the local fire department.
- Use or storage of flammable liquids and dangerous chemicals.
- Display of any internal combustion engine (special requirements available upon request).
- Use of any compressed gases (permit required for 32CF bottles 1/2 full or less).

Obstructions

Aisles and exits, as designated on approved show plans, shall be kept clean, clear and free of obstacles. Booth construction shall be substantial and fixed in position in specified areas for the duration of the show. Easels, signs, etc., shall not be placed beyond the booth area into aisles. Firefighting equipment shall be provided and maintained in accessible, easily-seen locations and may be required to be posted with designating signs.

Flame Retardant Treatment

All decorations, drapes, signs, banners, acoustical materials, cotton, paper, hay, straw, moss, split bamboo, plastic cloth and similar materials shall be flame-retardant unless smaller than 1,232 square inches (28" x 44") if separated from other combustibles by a minimum of 12" horizontally and 24" vertically. Oil cloth, tar paper, nylon and certain other plastic materials cannot be made flame-retardant, therefore their use is prohibited.

Combustibles

Literature on display shall be limited to reasonable quantities (one-day supply). Reserve supplies shall be kept in closed containers and stored in a neat and compact manner in a location approved by the fire department. All exhibit and display empty cartons must be stored in an approved drayage area. If show is under a 24-hour approved manned security program, automobiles are allowed to retain 1 gallon or less of fuel, and gas caps must be taped. Batteries are to be disconnected and taped.

Storage behind booth backwall is strictly prohibited.



15550 W. 72nd AVE.
ARVADA, CO 80007
Phone: 303.422.3336
Fax: 303.423.4145
www.littleeden.com

TERRY RENNOLDS PRESIDENT
Email, Littleeden@mac.com

2020

SHOW NAME:-

IF YOU REQUIRE FLORAL OR PLANT RENTAL SERVICE IN YOUR EXHIBIT, THIS ADVANCE ORDER FORM WILL EXPEDITE YOUR SERVICE. PLEASE FILL OUT THE FOLLOWING INFORMATION AND FORWARD A COPY TO LITTLE EDEN PLANTSCAPING.

FLORAL ARRANGEMENTS

____ ROUND OR OBLONG @ \$65.00, \$75.00, \$85.00 AND UP ____ ONE SIDED @ \$65.00, \$75.00, \$85.00, AND UP

SPECIFICATIONS: _____

TROPICAL AND BLOOMING PLANTS

____ 2 FEET HIGH @ \$35.00
____ 3 FEET HIGH @ \$40.00
____ 4 FEET HIGH @ \$45.00
____ 5 FEET HIGH @ \$60.00
____ 6 FEET HIGH @ \$70.00
----- 7 FEET HIGH @ \$80.00
____ POTTED FERNS Small @ \$25.00, Large @ \$30.
____ POTTED BLOOMING PLANTS @ \$26.00 COLORS: (seasonal)
____ POTTED BLOOMING red ANTHURIUM @ \$28.00

****Larger plants are available, please call 303.422.3336 if interested***

- PLANT CONTAINER: _____ WHITE _____ BLACK - RENTAL PRICE INCLUDES: PRODUCT, DELIVERY, DECORATIVE POT COVER, MAINTENANCE AND REMOVAL - PRICING FOR TREES AND PLANTS TALLER THAN 8 FEET AVAILABLE UPON REQUEST

TAX (8.31%) _____

Sub- total _____

TOTAL _____

PAYMENT POLICY ALL ORDERS ARE TO BE PAID IN FULL PRIOR TO THE OPENING OF THE SHOW/EVENT. ALL QUESTIONS REGARDING BILLING MUST BE SETTLED BY SHOW/EVENT COMPLETION. ALL ORDER CANCELLATIONS MUST BE RECEIVED 3 DAYS PRIOR TO SHOW OPENING TO RECEIVE REFUND. ANY CANCELLATIONS NOT RECEIVED AT THIS TIME ARE SUBJECT TO 100% CANCELLATION FEE. **TERMS:** CASH, COMPANY CHECK, VISA, MASTER CARD
ACCOUNT# _____ EX.DA TE _____ CID _____ CVC _____ []
I HAVE READ AND UNDERSTAND THE PAYMENT POLICY AND TERMS LISTED ABOVE SIGNATURE
OF CARDHOLDER/AUTHORIZED COMPANY PERSONNEL _____

COMPANY NAME _____

ADDRESS _____

CITY/STATE _____ ZIP CODE _____

PHONE _____ FAX _____ EMAIL _____

BOOTH # _____ ON-SITE REPRESENTATIVE _____

PLEASE RETURN COPY TO ABOVE ADDRESS!

TERRY RENNOLDS PRESIDENT

15550 W. 72nd AVE. ARVADA, CO 80007 Phone: 303.422.3336 Fax: 303.423.4145

www.littleeden.com

Email, Littleeden@mac.com

Modernize Your Booth Marketing

iLeads Cloud-Based Lead Retrieval

What is the iLeads App?

Improve Your Show Efficiency and Close More Deals Faster

The award winning iLeads is the first and most widely used exhibitor lead management app. Capture leads by typing Badge ID # or scan the barcode when available.

Supported devices:

- ✓ iPod touch®, iPhone®, iPad®
(Minimum Operating System required is 10.0)
- ✓ Android™ Smartphone, tablet or Android based Kindle
(Minimum Operating System required is 6.0)



- ✓ Contact Management.
- ✓ Works Offline
- ✓ Capture sales leads anywhere, any time.
- ✓ Customizable. Add action items and notes to leads.
- ✓ Follow up instantly by tapping attendee's telephone # or email address
- ✓ Live Reporting. Run real-time lead analysis reports.
- ✓ Backed up and synched on a secure website.

Marketing Extras, included, no extra charge

• Attendee Notification

Bartizan e-mails each attendee with an interactive list of the booths they visited.

It lets attendees follow up on you.

• Lead Management Software

Using LeadsLightning, track the attendees who stopped by your booth. View, sort, print and download leads.

Identify best leads by filtering and prioritizing.

Access anywhere, anytime up to 12 months after the show.

• Exhibitor Education

Free Exhibitor Marketing Toolkit, guidelines, e-mail templates, check lists and more.



Sheraton Denver Downtown Hotel

Denver, CO

April 16 – 19, 2020



Order Online: <http://shop.bartizan.com/SBI.html>

Fax Order: 914-965-7746

Mobile Lead Management Packages



All Lead App Packages Include:

- ✓ iLeads App Data Licenses for Your Booth
- ✓ Exhibitor Education: Free Exhibitor Marketing Toolkit, guidelines, e-mail templates, check lists and more.
- ✓ Attendee Notification: E-mail with the list of booths visited.

Lead Retrieval Options

Capture leads by typing Badge ID # or scan the Barcode when available by using your own device.

Booth Price Packages:

1 License:

2 Licenses:

Additional Licenses available after 2nd license for \$50.00 per license

iPod touch® Rental: Includes iLeads lead retrieval app pre-loaded.

iPad® Rental: Includes iLeads lead retrieval app pre-loaded.

QTY	ORDER BY 3/20/20	ORDER BY 4/3/20	ONSITE	TOTAL
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	\$199.00	\$209.00	\$219.00	_____
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	\$299.00	\$309.00	\$319.00	_____
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☐☐☐

\$299.00	\$309.00	N/A	_____
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\$399.00	\$409.00	N/A	_____
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Company Name _____

→ GRAND TOTAL _____

Please Note: Upon placing this order you agree to the full Terms & Conditions on the attached document.

All attendees will receive an email a few days after the show containing a list of booths that they visited, extending your reach after the show. To make the most of this free listing please click the link in the email you will receive to provide your info. Without your complete company contact information, the list sent to attendees will contain only your name and booth number.

Sheraton Denver Downtown Hotel

Denver, CO

April 16 – 19, 2020



CONTACT INFORMATION

COMPANY: _____	BOOTH #: _____
ADDRESS: _____	
CITY: _____	STATE: _____ ZIP: _____ COUNTRY: _____
PHONE#: _____	FAX #: _____
ORDER CONTACT: _____	EMAIL: _____
ONSITE CONTACT: _____	CELL #: _____

iLeads Only:

Please provide First Name, Last Name and Email address of person to receive the Event Access Code.

Recipient will also receive the User Name & Password to access your company's leads on LeadsLightning.

Name:

Email:

ORDER ONLINE:

<http://shop.bartizan.com/SBI.html>

Mail Checks to:

Bartizan Connects,
Attn: Customer Service
P.O. Box 327
Jefferson Valley, NY 10535

Phone: 800.899.2278 **Order by Fax:** 914-965-7746

Please Note: Upon placing this order you agree to the full Terms & Conditions listed below. For those exhibitors who choose to rent an iPod touch® or iPad® please return device to Bartizan Connects within 4 business days using the FedEx label provided.

My Tradeshow Connections:

All attendees will receive an email a few days after the show containing a list of booths that they visited, extending your reach after the show. To make the most of this free listing please click on the link you will receive by email to provide your info online. Without your complete company contact information, the list sent to attendees will contain only your name and booth number.

TERMS AND CONDITIONS

1. Cancellations made 7 or more days prior to the event are subject to a \$50.00 cancellation fee. Cancellations made less than 7 days prior to the event will result in forfeiture of the entire rental fee.
2. Limitation of Liability: Bartizan bears no responsibility for any consequential damages suffered by the exhibitor. Its liability is limited to the cost of the goods and services it provides. Bartizan is not responsible for events beyond its control such as power failures, erratic electrical power, exhibitor's failure to comply with instructions or force majeure.
3. It is the Exhibitors responsibility to ensure that the device they use at the show meets the minimum requirements to run the iLeads app. Exhibitor is responsible for returning the rental device to Bartizan Connects within 4 business days using the FedEx label provided.
4. Replacement cost for lost equipment: iPod Touch®: \$300.00. iPad®: \$650.00

PAYMENT



Check# _____

Cardholder Name

Authorized Signature

(Card holder & signature represents above company and authorizes this credit card to be used as payment for this contract)

Card Number

Expiration Date

Security Code



AUDIOVISUAL EXHIBITOR SERVICES

NAME OF CONFERENCE		START DATE:	END DATE:	# EVENT DAYS
COMPANY NAME	ONSITE CONTACT NAME		BOOTH #	
STREET ADDRESS	CITY	State	ZIP CODE	
TELEPHONE NUMBER	DELIVERY DATE		DELIVERY TIME	
EMAIL ADDRESS	PICKUP DATE		PICKUP TIME	
ORDERED BY:				

For special requests or additional equipment, please call PSAV at 303-352-2469. Email completed form to 3756exhibits@psav.com. Once the form is received, a PSAV representative will contact you for payment information.

PRICES ARE FOR EXHIBIT FLOOR ONLY. ALL RENTAL PRICES SUBJECT TO A 15% MARKUP IF ORDERED DAY OF.

Prices listed charged per event		
MONITORS	QTY	Price
24" Monitor with Table Stand		\$344.29
32" Monitor with Floor Stand		\$525.49
42" Monitor with Floor Stand		\$887.90
55" Monitor with Floor Stand		\$1,166.67
80" Monitor with Floor Stand	Contact PSAV for a Quote	

VIDEO/DATA DISPLAY	QTY	Price
Laptop		\$348.47
USB Media Player		\$97.57
LCD Projector	Contact PSAV for a Quote	

CUSTOM ITEMS	QTY	Price
Laptop Sound		\$337.50
Uplight		\$132.41
Speaker Phone		\$368.26

<u>Price listed charged per event</u>		
EXHIBITOR POWER PACKAGE	QTY	Price
120V - 10 AMP		\$278.64
Includes Power Strip Extension Cord		
Includes Tax and Service Charge		
INTERNET ACCESS	QTY	Price
Wired Internet Connection		\$200
Wireless Internet Connection		\$100
Dedicated Bandwidth	Contact PSAV for a Quote	

SPECIAL REQUESTS

* Pricing is inclusive of tax,
service charge, & LDW
*Labor charges may apply

To guarantee equipment availability and advanced rate, this order form should reach us 21 days prior to delivery.

Operator labor, if requested, is subject to the prevailing hourly rate with a 5 hour minimum.

TAX EXEMPT STATUS: If you are exempt from payment of sales tax, we require you to forward and exemption certificate for the state which the services are to be provided.

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

Signature: _____ Date: _____

TRADESHOW²⁰²⁰

Furnishings



FEATURING

- Powered Collections
- Modular Seating
- Executive Seating
- Communal Tables
- Bars & Barstools

To view catalog and available furnishings, please visit:

<http://shows.brede.com/Brede-Built/2020TradeShow-CORT.pdf>



DELIVERY INFORMATION			
Show Name:			
Contractor:			
Booth Number(s):		Show Date:	
Venue:			

LAS VEGAS DISTRICT
 SERVICE AREA: NV (SOUTH), AZ, NM, UT, CO, WY, ID
 CORT Events
 3455 W. Sunset Rd., Ste B
 Las Vegas, NV 89118
 702-362-2552
Please email all pages to:
 TSLasVegas@cort.com

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

PAYMENT INFORMATION	
Order Total:	
Ordering within 14 days of show open?	Late Order Fee:
State Tax: (excluding NV, CA & OR)	
TOTAL DUE:	

**To better protect your data, we no longer accept credit card information via email or fax. All credit card payments must be made through our secure online payment portal or over the phone.*

After your order has been processed, you will receive a confirmation PDF with a link and PIN to pay online. If you would like to pay over the phone, please call 1-844-855-0735 M-F between 7am - 5pm PST after you receive your confirmation.

PAYMENT: In order to guarantee delivery, all orders must be received and full payment made no later than 14 days prior to the show. Payment may be made by credit card or a check drawn on a U.S. bank unless prior arrangements were made.

LATE ORDERS: Orders received within 14 days prior to show opening are subject to a 30% late order fee.

CANCELLATIONS: If cancelled within 14 days prior to move-in, a 50% charge will be applied. Cancellations made after move-in begins receive no refund.

CODE	QTY	ITEM	DESCRIPTION	2020	TOTAL
POWERED					
BNQTL7		Center Cone, Powered	White Vinyl	\$ 590	
BNQ417		Full Banquette, Powered	White Vinyl	\$1,025	
NPLCHP		Naples Chair, Powered	Black Vinyl	\$ 525	
NPLLOP		Naples Loveseat, Powered	Black Vinyl	\$ 685	
NPLSOP		Naples Sofa, Powered	Black Vinyl	\$ 835	
CHRPWR		Roma Chair, Powered	White Vinyl	\$ 530	
SFAPWR		Roma Sofa, Powered	White Vinyl	\$ 850	
C1YP		Sydney Powered Cocktail Table	Black Top, Brushed Steel	\$ 305	
C1WP		Sydney Powered Cocktail Table	White Top, Brushed Steel	\$ 305	
VNTBLK		Ventura Communal Bar Table, Powered	Black Top, Silver	\$ 635	
VNTWHT		Ventura Communal Bar Table, Powered	White Top, Silver	\$ 635	
VNTCBK		Ventura Communal Cafe Table, Powered	Black Top, Silver	\$ 489	
VNTCWH		Ventura Communal Cafe Table, Powered	White Top, Silver	\$ 489	
CUBPOW		Wireless Charging Table, Powered	White, AC Plug In	\$ 365	
SOFT SEATING COLLECTIONS					
CHR002		Allegro Chair	Blue Fabric, Brushed Metal	\$ 419	
SFA002		Allegro Sofa	Blue Fabric, Brushed Metal	\$ 590	
BCHWHT		Baja Chair	White Vinyl	\$ 449	
BLVWHT		Baja Loveseat	White Vinyl	\$ 659	
BSFWHT		Baja Sofa	White Vinyl	\$ 715	
FAIRCW		Fairfax Chair	White Vinyl, Brushed Metal	\$ 295	
FAIRSW		Fairfax Sofa	White Vinyl, Brushed Metal	\$ 410	
KEYCHR		Key Largo Chair	Black Fabric, Wood	\$ 265	
KEYLOV		Key Largo Loveseat	Black Fabric, Wood	\$ 309	
KEYSOF		Key Largo Sofa	Black Fabric, Wood	\$ 409	
MNCHCH		Munich Armless Chair	Gray Fabric, Black	\$ 375	
MNCHLV		Munich Armless Loveseat	Gray Fabric, Black	\$ 665	
MNCHCC		Munich Corner Chair	Gray Fabric, Black	\$ 455	
MNCHSC		Munich Sectional, 3 Pc.	Gray Fabric, Black	\$1,485	
NPLCHR		Naples Chair	Black Vinyl	\$ 495	
NPLLOV		Naples Loveseat	Black Vinyl	\$ 590	
NPLSOF		Naples Sofa	Black Vinyl	\$ 710	
PALSOV		Palm Beach Sofa	White Vinyl	\$ 565	
TANCHR		Tangiers Chair	Beige Textured	\$ 345	
TANLOV		Tangiers Loveseat	Beige Textured	\$ 550	
TANSOF		Tangiers Sofa	Beige Textured	\$ 645	
VALCHA		Valencia Chair	Spice Orange Velvet	\$ 255	
VALSOF		Valencia Sofa	Coffee Brown Velvet	\$ 379	
MEETING CHAIRS					
OCMESP		Meeting Chair	Espresso Vinyl, Wenge	\$ 239	
OCMTAU		Meeting Chair	Taupe Fabric, Wenge	\$ 239	
OCMWHT		Meeting Chair	White Vinyl, Wenge	\$ 239	

CODE	QTY	ITEM	DESCRIPTION	2020	TOTAL
ACCENT CHAIRS					
OCB		Key West Chair	Black Fabric, Wood	\$ 339	
LABREA		La Brea Swivel Chair	Charcoal Gray Fabric	\$ 350	
WENCH		Wentworth Swivel Chair	Brown Vinyl	\$ 275	
BCW		Madrid Chair	White Vinyl, Chrome	\$ 545	
SWAN		Swanson Swivel Chair	White Vinyl, Chrome	\$ 305	
GROUP SEATING					
CS8		Berlin Chair	Black, White	\$ 109	
BLDCRD		Blade Chair	Red	\$ 59	
BLDCSB		Blade Chair	Sky Blue	\$ 59	
SC3		Brewer Chair	Onyx, Black	\$ 145	
XCHR		Christopher Chair	White Vinyl, Chrome	\$ 95	
DUET		Duet Stack Chair	Black, Chrome	\$ 60	
LMCHR		Laguna Chair	Maple, Chrome	\$ 119	
LUCHCL		Lucent Chair	Frosted Acrylic, Chrome	\$ 149	
MALGRY		Malba Chair	Gray, Chrome	\$ 90	
MALGRN		Malba Chair	Green, Chrome	\$ 90	
MARCBK		Marina Chair	Black Vinyl, Brushed Metal	\$ 125	
MARCBR		Marina Chair	Brown Fabric, Brushed Metal	\$ 125	
MARCB		Marina Chair	Ocean Blue Fabric, Brushed Metal	\$ 125	
MARCRD		Marina Chair	Red Fabric, Brushed Metal	\$ 125	
MARCWH		Marina Chair	White Vinyl, Brushed Metal	\$ 125	
SC10		Razor Armless Chair	White	\$ 70	
RSTDIN		Rustique Chair w/ arms	Gunmetal	\$ 125	
CS4		Syntax Chair	Black, Chrome	\$ 170	
ZENCHR		Zenith Chair	White, Chrome	\$ 139	
OTTOMANS					
BVLYBK		Beverly Bench Ottoman	Black Vinyl	\$ 325	
BVLYBN		Beverly Bench Ottoman	Brown Fabric	\$ 325	
BVLYGR		Beverly Bench Ottoman	Gray Fabric	\$ 325	
BVLYLN		Beverly Bench Ottoman	Linen Fabric	\$ 325	
BVLYOB		Beverly Bench Ottoman	Ocean Blue Fabric	\$ 325	
BVLYRD		Beverly Bench Ottoman	Red Fabric	\$ 325	
BVLYWH		Beverly Bench Ottoman	White Vinyl	\$ 325	
CUBL20		Edge LED Cube Ottoman	White, Plastic	\$ 155	
END01B		Endless Curved Ottoman	Black Vinyl, Chrome	\$ 355	
END01W		Endless Curved Ottoman	White Vinyl, Chrome	\$ 355	
END02B		Endless Square Ottoman	Black Vinyl, Chrome	\$ 305	
END02W		Endless Square Ottoman	White Vinyl, Chrome	\$ 305	
WHT12		Half Bench Ottoman	White Vinyl	\$ 309	
BNQR17		Ottoman Ring *CA117	White Vinyl	\$1,235	
BNQ7		Quarter Curve Ottoman *CA117	White Vinyl	\$ 409	

PAGE 1 TOTAL

SHOW NAME:						BOOTH:					
CODE	QTY	ITEM	DESCRIPTION	2020	TOTAL	CODE	QTY	ITEM	DESCRIPTION	2020	TOTAL
OTTOMANS (continued)						CAFÉ TABLES W/ STANDARD BLACK BASE					
MAR001		Marche Swivel Ottoman	White Vinyl	\$ 160		30BKSC		30" Round Café Table	Black Top	\$ 190	
MAR002		Marche Swivel Ottoman	Gray Fabric	\$ 160		30BEBE		30" Round Café Table	Blue Top	\$ 190	
MAR003		Marche Swivel Ottoman	Linen Fabric	\$ 160		30AGBC		30" Round Café Table	Brushed Gunmetal Top	\$ 190	
MAR004		Marche Swivel Ottoman	Raspberry Fabric	\$ 160		30YSBC		30" Round Café Table	Brushed Yellow Top	\$ 190	
MAR005		Marche Swivel Ottoman	Red Fabric	\$ 160		ZTJ		30" Round Café Table	Graphite Nebula Top	\$ 190	
MAR006		Marche Swivel Ottoman	Rose Quartz Fabric	\$ 160		ZTA		30" Round Café Table	Gray Acajou Top	\$ 190	
MAR007		Marche Swivel Ottoman	Plum Fabric	\$ 160		30GSBC		30" Round Café Table	Green Top	\$ 190	
MAR008		Marche Swivel Ottoman	Meadow Green	\$ 160		ZTK		30" Round Café Table	Maple Top	\$ 190	
MAR009		Marche Swivel Ottoman	Pear Yellow Fabric	\$ 160		30OSBC		30" Round Café Table	Orange Top	\$ 190	
MAR010		Marche Swivel Ottoman	Blue Fabric	\$ 160		ZTB		30" Round Café Table	Red Top	\$ 190	
MAR011		Marche Swivel Ottoman	Orange Fabric	\$ 160		30WH29		30" Round Café Table	White Top	\$ 190	
MAR012		Marche Swivel Ottoman	Forest Green Vinyl	\$ 160		30WDBC		30" Round Café Table	Wood Top	\$ 190	
MAR013		Marche Swivel Ottoman	Teal Velvet	\$ 160		36BKSC		36" Round Café Table	Black Top	\$ 205	
MAR014		Marche Swivel Ottoman	Distressed Brown Vinyl	\$ 160		ZTN		36" Round Café Table	Graphite Nebula Top	\$ 205	
MAR015		Marche Swivel Ottoman	Black Vinyl	\$ 160		ZTP		36" Round Café Table	Maple Top	\$ 205	
VIB01		Vibe Cube Ottoman	Green Vinyl	\$ 119		ZTQ		36" Round Café Table	White Top	\$ 205	
VIB02		Vibe Cube Ottoman	Blue Vinyl	\$ 119		CAFÉ TABLES W/ HYDRAULIC CHROME BASE					
VIB04		Vibe Cube Ottoman	Red Vinyl	\$ 119		30MAHC		30" Round Bar Table	Gray Acajou Top	\$ 259	
VIB05		Vibe Cube Ottoman	Bright Yellow Vinyl	\$ 119		30BRHC		30" Round Bar Table	Red Top	\$ 259	
VIB06		Vibe Cube Ottoman	Gold/Bronze Vinyl	\$ 119		30WHHC		30" Round Bar Table	White Top	\$ 259	
VIB08		Vibe Cube Ottoman	Orange Vinyl	\$ 119		30WDHC		30" Round Bar Table	Wood Top	\$ 259	
VIB09		Vibe Cube Ottoman	White Vinyl	\$ 119		30BKHC		30" Round Café Table	Black Top	\$ 259	
VIB10		Vibe Cube Ottoman	Black Vinyl	\$ 119		30BEHC		30" Round Café Table	Blue Top	\$ 259	
VIB11		Vibe Cube Ottoman	Steel Blue Vinyl	\$ 119		30AGHC		30" Round Café Table	Brushed Gunmetal Top	\$ 259	
VIB12		Vibe Cube Ottoman	Silver Vinyl	\$ 119		30YSHC		30" Round Café Table	Brushed Yellow Top	\$ 259	
VIB13		Vibe Cube Ottoman	Purple Vinyl	\$ 119		30GRHC		30" Round Café Table	Graphite Nebula Top	\$ 259	
VIB14		Vibe Cube Ottoman	Citrus Green Vinyl	\$ 119		30GSHC		30" Round Café Table	Green Top	\$ 259	
VIB15		Vibe Cube Ottoman	Taupe Vinyl	\$ 119		30MTHC		30" Round Café Table	Maple Top	\$ 259	
VIB16		Vibe Cube Ottoman	Spice Orange Vinyl	\$ 119		30OSHC		30" Round Café Table	Orange Top	\$ 259	
VIB17		Vibe Cube Ottoman	Desert Rose Vinyl	\$ 119		36BKHC		36" Round Café Table	Black Top	\$ 279	
ACCENT TABLES					36GRHC		36" Round Café Table	Graphite Nebula Top	\$ 279		
ALC100		Alondra Cocktail Table	Glass Top, Chrome	\$ 279		36MTHC		36" Round Café Table	Maple Top	\$ 279	
ALC200		Alondra Cocktail Table	Wood Top, Chrome	\$ 279		36WTHC		36" Round Café Table	White Top	\$ 279	
ALE100		Alondra End Table	Glass Top, Chrome	\$ 200		BAR TABLES W/ STANDARD BLACK BASE					
ALE200		Alondra End Table	Wood Top, Chrome	\$ 200		30BKSB		30" Round Bar Table	Black Top	\$ 210	
AURA		Aura Round Table	White Metal	\$ 125		30BEBB		30" Round Bar Table	Blue Top	\$ 210	
ETBL		E Table	Wood	\$ 155		30AGBB		30" Round Bar Table	Brushed Gunmetal Top	\$ 210	
CUBTBL		Edge LED Cube Table	White Plastic, Plexi Top	\$ 155		30YBBB		30" Round Bar Table	Brushed Yellow Top	\$ 210	
C1C		Geo Cocktail Table	Glass Top, Chrome	\$ 235		VTJ		30" Round Bar Table	Graphite Nebula Top	\$ 210	
C1FWB		Geo Cocktail Table	Wood Top, Black	\$ 235		VTA		30" Round Bar Table	Gray Acajou Top	\$ 210	
E1C		Geo End Table	Glass Top, Chrome	\$ 210		30GSBB		30" Round Bar Table	Green Top	\$ 210	
E1FWB		Geo End Table	Wood Top, Black	\$ 210		VTK		30" Round Bar Table	Maple Top	\$ 210	
MESCTB		Mesa Cocktail Table	Black Top, Bronze	\$ 165		30OSBB		30" Round Bar Table	Orange Top	\$ 210	
MESCTG		Mesa Cocktail Table	Glass Top, Bronze	\$ 165		VTB		30" Round Bar Table	Red Top	\$ 210	
MESCTW		Mesa Cocktail Table	Wood Top, Bronze	\$ 165		30WH42		30" Round Bar Table	White Top	\$ 210	
MESETB		Mesa End Table	Black Top, Bronze	\$ 109		30WDBB		30" Round Bar Table	Wood Top	\$ 210	
MESETG		Mesa End Table	Glass Top, Bronze	\$ 109		36BKSB		36" Round Bar Table	Black Top	\$ 229	
MESETW		Mesa End Table	Wood Top, Bronze	\$ 109		VTN		36" Round Bar Table	Graphite Nebula Top	\$ 229	
REGBEN		Regis Bench/Table	Brushed Metal	\$ 249		VTP		36" Round Bar Table	Maple Top	\$ 229	
REGOTT		Regis End Table	Brushed Metal	\$ 175		VTW		36" Round Bar Table	White Top	\$ 229	
SEDBBK		Sedona Side Table	Black Top, Bronze	\$ 110		BAR TABLES W/ HYDRAULIC CHROME BASE					
SEDBWH		Sedona Side Table	White Top, Bronze	\$ 110		30BKHB		30" Round Bar Table	Black Top	\$ 259	
SEDBWD		Sedona Side Table	Wood Top, Bronze	\$ 110		30BEHB		30" Round Bar Table	Blue Top	\$ 259	
C1E		Silverado Cocktail Table	Glass, Chrome	\$ 240		30AGHB		30" Round Bar Table	Brushed Gunmetal Top	\$ 259	
E1E		Silverado End Table	Glass, Chrome	\$ 220		30YSHB		30" Round Bar Table	Brushed Yellow Top	\$ 259	
C1Y		Sydney Cocktail Table	Black Top, Brushed Steel	\$ 240		30GRHB		30" Round Bar Table	Graphite Nebula Top	\$ 259	
SYDBEC		Sydney Cocktail Table	Blue Top, Brushed Steel	\$ 240		30GSHB		30" Round Bar Table	Green Top	\$ 259	
C1W		Sydney Cocktail Table	White Top, Brushed Steel	\$ 240		30MTHB		30" Round Bar Table	Maple Top	\$ 259	
SYDWDC		Sydney Cocktail Table	Wood Top, Brushed Steel	\$ 240		30OSHB		30" Round Bar Table	Orange Top	\$ 259	
E1Y		Sydney End Table	Black Top, Brushed Steel	\$ 210		30BRHB		30" Round Bar Table	Red Top	\$ 259	
SYDBEE		Sydney End Table	Blue Top, Brushed Steel	\$ 210		30WHHB		30" Round Bar Table	White Top	\$ 259	
E1W		Sydney End Table	White Top, Brushed Steel	\$ 210		30WDHB		30" Round Bar Table	Wood Top	\$ 259	
SYDWDE		Sydney End Table	Wood Top, Brushed Steel	\$ 210		30MAHB		30" Round Bar Table	Gray Acajou Top	\$ 259	
TAOBBK		Taos Side Table	Black Top, Bronze	\$ 110		36BKHB		36" Round Bar Table	Black Top	\$ 279	
TAOBWH		Taos Side Table	White Top, Bronze	\$ 110		36GRHB		36" Round Bar Table	Graphite Nebula Top	\$ 279	
TAOBWD		Taos Side Table	Wood Top, Bronze	\$ 110		36MTHB		36" Round Bar Table	Maple Top	\$ 279	
TMBTBL		Timber Table	Wood	\$ 149		36WTHB		36" Round Bar Table	White Top	\$ 279	
						BAR TABLE					
						RSTSQT		Rustique Square Metal Bar Table	Gunmetal	\$ 220	

Page 2 TOTAL

SHOW NAME:						BOOTH:					
CODE	QTY	ITEM	DESCRIPTION	2020	TOTAL	CODE	QTY	ITEM	DESCRIPTION	2020	TOTAL
BARSTOOLS						EXECUTIVE CHAIRS					
APS08		Apex Barstool	Black Vinyl, Silver	\$ 190		TASKST		Task Stool	Black Fabric, Black	\$ 125	
APS12		Apex Barstool	Blue Ultra Suede, Silver	\$ 190		CUPCHA		Cupertino Mid Back Chair	Black Vinyl	\$ 235	
APS59		Apex Barstool	Red Vinyl, Silver	\$ 190		GENCHA		Genesis Chair	Black	\$ 205	
APS75		Apex Barstool	White Vinyl, Silver	\$ 190		PROGB		Pro Executive Guest Chair	Black Vinyl	\$ 215	
BSS		Banana Barstool	Black, Chrome	\$ 210		PROEXB		Pro Executive High Back Chair	Black Vinyl, Chrome	\$ 309	
BST		Banana Barstool	White, Chrome	\$ 210		PROEXE		Pro Executive High Back Chair	White Classic Vinyl, Chrome	\$ 309	
BLDBRD		Blade Barstool	Red	\$ 109		PROMDB		Pro Executive Mid Back Chair	Black Vinyl, Chrome	\$ 200	
BLDBSB		Blade Barstool	Sky Blue	\$ 109		PROMID		Pro Executive Mid Back Chair	White Classic Vinyl, Chrome	\$ 200	
XBAR		Christopher Barstool	White Vinyl, Chrome	\$ 165		OFFICE & PRODUCT DISPLAY					
LMBAR		Laguna Barstool	Maple, Chrome	\$ 149		TECH3		3 Drawer File Cabinet on Castors	Black Top, Black Metal	\$ 125	
ROLLBL		Lift Barstool	Black Vinyl, Chrome	\$ 180		CR8		Madison Credenza	Gray Acajou, Chrome	\$ 420	
ROLLGY		Lift Barstool	Gray Vinyl, Chrome	\$ 180		JD8		Madison Executive Desk	Gray Acajou, Chrome	\$ 475	
ROLLRD		Lift Barstool	Red Vinyl, Chrome	\$ 180		TECH		Tech Desk, Powered	Black Metal, Black Laminate	\$ 385	
ROLLWH		Lift Barstool	White Vinyl, Chrome	\$ 180		TECH3B		Tech Desk, Powered w/ 3 Drawer File Cabinet	Black Metal, Black Laminate	\$ 475	
LUBSCL		Lucent Barstool	Frosted Acrylic, Chrome	\$ 215		BC8		Madison Bookcase	Gray Acajou, Chrome	\$ 359	
BSC		Oslo Barstool	White, Chrome	\$ 220		PSHCCS		Posh Shelving	Chrome, Acrylic	\$ 410	
RSTSTL		Rustique Barstool	Gunmetal	\$ 110		PDL36B		Powered Locking Pedestal, 36"	Black	\$ 429	
BS001		Shark Barstool	White, Chrome	\$ 275		PDL36W		Powered Locking Pedestal, 36"	White	\$ 429	
BSR		Syntax Barstool	Black, Chrome	\$ 185		PDL42B		Powered Locking Pedestal, 42"	Black	\$ 510	
ZENBAR		Zenith Barstool	White, Chrome	\$ 155		PDL42W		Powered Locking Pedestal, 42"	White	\$ 510	
BS003		Zoey Barstool	Black, Chrome	\$ 249		LAMPS					
BS002		Zoey Barstool	White, Chrome	\$ 249		LA15		Mason Floor Lamp	Brushed Silver	\$ 185	
COMMUNAL TABLES W/ SOLID TOPS & SILVER FRAME						LA14		Mason Table Lamp	Brushed Silver	\$ 125	
VNTBNP		Ventura Communal Bar Table	Black Top, Silver	\$ 545		BARS & COUNTERS					
VNTMNP		Ventura Communal Bar Table	Maple Top, Silver	\$ 545		MTBLPI		Midtown Bar, Lighted w/ Plug In	Taupe Glass Top, Pewter	\$1,250	
VNTWNP		Ventura Communal Bar Table	White Top, Silver	\$ 545		MTBUUL		Midtown Bar, Unlighted	Taupe Glass Top, Pewter	\$1,175	
VNTCBN		Ventura Communal Cafe Table	Black Top, Silver	\$ 435		MTCLPI		Midtown Pwrd Counter	Taupe Glass Top, Pewter	\$1,250	
VNTCMN		Ventura Communal Cafe Table	Maple Top, Silver	\$ 435		MTCPUL		Midtown Powered Counter, Unlighted	Taupe Glass Top, Pewter	\$1,179	
VNTCWN		Ventura Communal Cafe Table	White Top, Silver	\$ 435		GREENERY					
COMMUNAL TABLES W/ GROMMET HOLES & SILVER FRAME						HDG4FT		Boxwood Hedge, 4'	Green, Black	\$ 370	
VNTBMW		Ventura Communal Bar Table	Maple Top, Silver	\$ 545		HDG7FT		Boxwood Hedge, 7'	Green, Black	\$ 609	
VNTBWW		Ventura Communal Bar Table	White Top, Silver	\$ 545							
VNTCMW		Ventura Communal Café Table	Maple Top, Silver	\$ 435							
VNTCWW		Ventura Communal Café Table	White Top, Silver	\$ 435							
CONFERENCE TABLES											
36ATO		Atomic 36" Round Table	Glass Top, Chrome	\$ 259							
42ATO		Atomic 42" Round Table	Glass Top, Chrome	\$ 259							
MERLIN		Merlin Multi Use Table	Gray Laminate, Black	\$ 295							
WD3		Work Table	White Top, White	\$ 285							
CB8		42" Round Conference Table	Madison, Gray Acajou	\$ 325							
CB1		42" Round Table	Graphite Nebula Top	\$ 325							
CONF42		42" Round Table	White Top	\$ 325							
42BKCT		42" Round Table	Black Top	\$ 325							
CB2		6' Conference Table	Graphite Nebula Top	\$ 390							
CT06GR		6' Table	Granite Top	\$ 400							
CB3		8' Conference Table	Graphite Nebula Top	\$ 459							
C508GR		8' Table	Granite Top	\$ 459							
CT10GR		10' Table	Granite Top, Black	\$ 690							
CF2		Geo Table, Rectangle	Glass Top, Black	\$ 380							
CE2		Geo Table, Rectangle	Glass Top, Chrome	\$ 380							
CF1		Geo Table, Rounded Square	Glass Top, Black	\$ 275							
CE1		Geo Table, Rounded Square	Glass Top, Chrome	\$ 275							
MADC05		Madison 5' Table	Gray Acajou, Chrome	\$ 385							
MADC08		Madison 8' Table	Gray Acajou, Chrome	\$ 769							
MADC10		Madison 10' Table	Gray Acajou, Chrome	\$ 769							

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