



Synchrony
Rock 'n' Roll San Diego
June 1-2, 2018

WELCOME LETTER

San Diego Convention Center, Halls G&H
San Diego, CA

DEAR EXHIBITOR,

We are pleased to have been selected by Show Management as your Official Service Contractor to assist you in making sure your show participation is successful.

For online ordering go to: <https://xpert.boomerecommerce.com>

This exhibitor kit contains IMPORTANT information and order forms on the wide variety of services we offer, please review this kit carefully. If we are to serve you efficiently, it is most important that you fill out these forms and return them to us promptly.

DISCOUNTS on many decorating items and services can be realized if your orders are placed by the discount deadline dates. Please see order forms for applicable deadline dates.

XPERT EXPOSITION SERVICES requires payment in full at the time services are ordered. Purchase Orders are not considered advance payment. You can make payment by check, wire transfer or credit cards, we accept Visa, MasterCard, Diners and American Express. A credit card authorization form is enclosed for your convenience. This will be used to charge labor and material handling services not covered in your advance order. All materials are on a rental basis and remain the property of XPERT EXPOSITION SERVICES.

It is our mission to provide you with a seamless planning process, a supporting infrastructure and be a solid information resource that will result in the successful execution of your event.

Our customer service department is available to assist you with your needs prior to the event by calling 855-677-EXPO(3976) 8am – 5pm (PST) Monday – Friday or e-mail us at exhibitorservices@xpertexpo.com. You can also visit us at show site at the Xpert Exposition Services Desk.

We look forward to serving you!

Sincerely,

XPERT EXPOSITION SERVICES

IMPORTANT: If this kit has been addressed to an individual not responsible for exhibit arrangements, PLEASE FORWARD IT TO THE APPROPRIATE PARTY PROMPTLY.

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CRITICAL SHOW INFORMATION

San Diego Convention Center, Halls G&H
San Diego, CA

Booth Information

Booth Package Includes:	Pipe and Drape (1) 6' skirted table - Black (2) Side Chairs (1) Wastebasket Black booth carpet
Aisle Carpet:	N/A

Exhibit Hall Hours

Exhibitor Installation:	Thursday, May 31, 2018 Friday, June 1, 2018	9:00 A.M. - 5:00 P.M. 8:00 A.M. - 10:30 A.M.
Show Hours:	Friday, June 1, 2018 Saturday, June 2, 2018	11:00 A.M. - 7:00 P.M. 9:00 A.M. - 5:00 P.M.
Exhibitor Dismantle:	Saturday, June 2, 2018	5:00 P.M. - 10:00 P.M.
All Out By:	Saturday, June 2, 2018	10:00 P.M.

All carriers must check in no later than 7:00pm on Saturday, June 2 for freight pick up

Shipping Information

Advance Warehouse:
All materials shipped in advance to the warehouse must arrive by 5/24/2018

Direct to Show Site
First day direct shipments will be accepted is 5/31/2018

{Your booth name & number}
Synchrony Rock 'n' Roll San Diego
UPS Freight c/o HTS
6855 Calle De Linea
San Diego, CA 92154

{Your booth name & number}
c/o Xpert Exposition Services
Synchrony Rock n Roll San Diego
San Diego Convention Center Hall G&HH
111 West Harbor Drive
San Diego, CA 92101

Important Dates / Deadlines

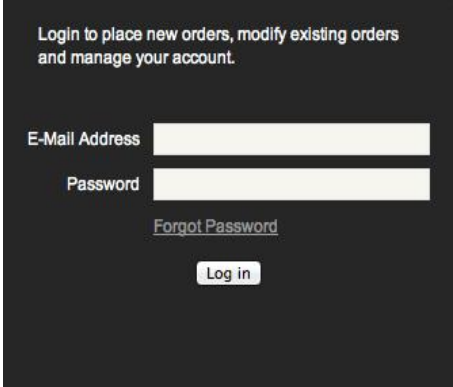
First day advance freight accepted:	4/24/2018
Discount price deadline for booth/furniture	5/9/2018
Last day advance freight accepted	5/24/2018
First day direct freight accepted	5/31/2018

ONLINE ORDERING INSTRUCTIONS

There are two options for accessing our convenient and secure online ordering system.

1. If you are the main contact provided to Xpert by your show management team, check your email, including your junk folder, for a direct link to <https://xpert.boomerecommerce.com>, our online ordering system. This Exhibitor Services email will provide the necessary login information needed to get started.



Enter your email address and password here:





Copying and pasting the password is suggested to eliminate errors.

-or-


2. Go to our website at www.xpertexpo.com

Click on  If you are not the main contact provided for the exhibiting booth, please click on  You will be required to supply both your company name and zip code to gain access and start placing orders.

Once you have located your company and set up your contact information, click on  in the “My Events” column next to the event you would like to place an order for.

Your shopping cart can be viewed by clicking  in the upper right hand side of the screen, at any time during the ordering process.

Helpful Hints:

If you would like to remove an item from your shopping cart, click the .

Special instruction can be added to clarify your order by clicking [Add Instruction](#) under any items ordered.

Change color of carpet, drape, or skirt or any required selections during ordering, click on [Edit Attributes](#) and proceed with changes.

After your order has been processed, you will have ability to attach any floor plans, set up instructions, or notes you feel necessary under **Available Options for your order #**

PAYMENT OPTIONS & POLICY

Payment Options

Please note, we require a valid Credit Card on file regardless of your preferred method of payment.

Payment by Credit Card

For your convenience, we accept MasterCard, Visa and American Express. Please submit your credit card information online or complete and submit Xpert's Payment Authorization form along with your orders when you are faxing or mailing them in. Credit Cards submitted are subject to charge for all goods and services provided by Xpert Exposition Services.

Payment by Company Check

Please mail your check along with your order forms to Xpert Exposition Services at the address listed below. If you are faxing your order forms, please include a signed Payment Authorization form and a photocopy of your check. Your orders will be processed immediately upon receipt of your original check. Checks must include Exhibiting Company Name, Booth number and Name of Show.

Payment by Third Party

If Xpert will be invoicing a third party, please complete and submit the Payment Authorization form. Please note, the exhibiting firm is ultimately responsible for payment of all charges by show conclusion should the third party default on payment. Exhibiting Company Credit Card is required.

Payment by Wire Transfer

Please call 702-248-8007 or email exhibitorservices@xpertexpo.com for wire transfer information.

International Exhibitors

International Exhibitors must make payment to Xpert for all amounts due in U.S. funds prior to show closing.

Payment Policy

General

In order for us to process your orders, we must have a valid Credit Card on file and full payment in advance of the show. Invoices showing activity to date will be prepared at the Xpert Service Desk for your review at show site. Final invoices can be requested via e-mail 14 days after show close.

Tax Exempt Status

If you claim tax exempt status, please submit a copy of your Tax Exempt Certificate issued by the federal government or state in which your event is taking place with your initial order.

Third Party Payment

Each exhibiting company is ultimately responsible for all charges incurred on its behalf. Xpert Exposition Services reserves the right to institute collection action against the exhibitor if the authorized third party does not pay (see third party payment).

Credits for Billing Discrepancies

Any requests for credits related to billing discrepancies must be addressed with Xpert within 30 days from the close the show.

Discount Pricing

To qualify for discount prices, full payment must be included with your order on or before the discount deadline date.

Standard Pricing

Order forms submitted after the advance discount deadline will be processed at the standard prices.

Cancellation of Items or Services

Twenty-four hour notice is required for cancellation of labor services. If such notice is not provided, a one hour minimum per laborer ordered will be charged. Items cancelled prior to exhibitor move in will not be charged, items cancelled after exhibitor move in begins will be charged at 50% of the price of the item



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June 1-2, 2018

PAYMENT AUTHORIZATION

Exhibiting Company Name _____ Booth Number _____
Contact Person _____ E-Mail _____

Credit Card Policy

I authorize Xpert Exposition Services to charge any additional amounts incurred by me or my show representative, including material handling and/or labor charges. If my credit card is declined, Standard Show Site Rate prevails and a \$25.00 service charge will be added. **Any amounts not paid within 10 days from the close of the show will be subject to a 30% late fee.**
Please note: **By utilizing this form, exhibitors acknowledge that they have read and agree to comply with the terms of the Payment Options & Policy and Terms and Conditions statements contained herein.**

Exhibiting Company Payment Authorization

Services To Be Invoiced To Exhibitor

All Xpert Services Furniture & Carpet Material Handling Booth Cleaning & Porter Service
 Booth Labor Other _____

Payment type: MasterCard Visa Diners American Express Check \$ _____

Account Number Exp. Date Security Code
[] [] [] [] [] [] [] [] []

CARDHOLDER NAME (PLEASE PRINT) _____

BILLING ADDRESS _____

CITY _____ STATE _____ ZIP _____ COUNTRY _____

X _____ AUTHORIZED SIGNATURE _____ AUTHORIZED NAME (please print) _____ DATE

Third Party Payment Authorization

Services To Be Invoiced To Third Party

All Xpert Services Furniture & Carpet Material Handling Booth Cleaning & Porter Service
 Booth Labor Other _____

Payment type: MasterCard Visa Diners American Express Check \$ _____

Account Number Exp. Date Security Code
[] [] [] [] [] [] [] [] []

CARDHOLDER NAME (PLEASE PRINT) _____

BILLING ADDRESS _____

CITY _____ STATE _____ ZIP _____ COUNTRY _____

X _____ AUTHORIZED SIGNATURE _____ AUTHORIZED NAME (please print) _____ DATE



**Synchrony
Rock 'n' Roll San Diego
June 1-2, 2018**

SHIPPING ADDRESSES

San Diego Convention Center, Halls G&H
San Diego, CA

Advance Shipments to Warehouse

To: (Exhibiting Company and booth number)

For: **Synchrony Rock 'n' Roll San Diego**

{Your booth name & number}}
UPS Freight c/o HTS
6855 Calle De Linea
San Diego, CA 92154

Advance shipments are accepted
from 4/24/2018 through 5/24/2018

Direct Shipments to Show Site

To: (Exhibiting Company and booth number)

For: **Synchrony Rock 'n' Roll San Diego**

{Your booth name & number}
c/o Xpert Exposition Services
San Diego Convention Center
Hall G&H
111 West Harbor Drive
San Diego, CA 92101

First day direct shipments will be
accepted is 5/31/2018

**Any shipment arriving prior to
5/31/2018 may not be accepted and is
subject to additional handling fees.**



Trade show shipping made easier for you.



Your booth is the centerpiece of your company's trade show presence. If it doesn't arrive intact and on time, your business could miss out on a golden opportunity to gain exposure within the industry.

At UPS Freight®, we understand your trade show needs, and we're here to make your trade show shipping experience easier than ever.

Whether your booth is headed for the advanced warehouse or direct to the show site, the UPS Freight Trade Show Services Team can provide you with dependable transit times at the right price — ensuring that your trade show experience goes off without a hitch.

UPS Freight® Trade Show Services Team

UPS Freight has established special inbound and outbound rates to and from trade show sites on these services:

- LTL (less-than-truckload) freight shipping
- Truckload shipping
- Expedited shipping
- Specialized carriers (flatbeds, pad-wrapped, air freight, air-ride)

Contact us

Ready to take the next step?
Contact us today by phone at
800.988.9889 or via email at
upsfreighttradeshow@ups.com
to get started!

**ADVANCE
SHIPMENT**



From:

Synchrony Rock 'n' Roll San Diego

To: UPS Freight c/o HTS
6855 Calle De Linea
San Diego, CA 92154

Company Name: _____

Booth Number: _____

Piece # _____ of _____

**A RUSH
EXHIBIT MATERIAL**

**ADVANCE
SHIPMENT**



From:

Synchrony Rock 'n' Roll San Diego

To: UPS Freight c/o HTS
6855 Calle De Linea
San Diego, CA 92154

Company Name: _____

Booth Number: _____

Piece # _____ of _____

**A RUSH
EXHIBIT MATERIAL**

**ADVANCE
SHIPMENT**



From:

Synchrony Rock 'n' Roll San Diego

To: UPS Freight c/o HTS
6855 Calle De Linea
San Diego, CA 92154

Company Name: _____

Booth Number: _____

Piece # _____ of _____

**A RUSH
EXHIBIT MATERIAL**

**ADVANCE
SHIPMENT**



From:

Synchrony Rock 'n' Roll San Diego

To: UPS Freight c/o HTS
6855 Calle De Linea
San Diego, CA 92154

Company Name: _____

Booth Number: _____

Piece # _____ of _____

**A RUSH
EXHIBIT MATERIAL**

**DIRECT
SHIPMENT**



From:

Synchrony Rock 'n' Roll San Diego

To: c/o Xpert Exposition San
Diego Convention Center
Hall G&H
111 West Harbor Drive
San Diego, CA 92101

Company Name: _____

Booth Number: _____

Piece # _____ of _____

**D RUSH
EXHIBIT MATERIAL**

**DIRECT
SHIPMENT**



From:

Synchrony Rock 'n' Roll San Diego

To: c/o Xpert Exposition San
Diego Convention Center
Hall G&H
111 West Harbor Drive
San Diego, CA 92101

Company Name: _____

Booth Number: _____

Piece # _____ of _____

**D RUSH
EXHIBIT MATERIAL**

**DIRECT
SHIPMENT**



From:

Synchrony Rock 'n' Roll San Diego

To: c/o Xpert Exposition San
Diego Convention Center
Hall G&H
111 West Harbor Drive
San Diego, CA 92101

Company Name: _____

Booth Number: _____

Piece # _____ of _____

**D RUSH
EXHIBIT MATERIAL**

**DIRECT
SHIPMENT**



From:

Synchrony Rock 'n' Roll San Diego

To: c/o Xpert Exposition San
Diego Convention Center
Hall G&H
111 West Harbor Drive
San Diego, CA 92101

Company Name: _____

Booth Number: _____

Piece # _____ of _____

**D RUSH
EXHIBIT MATERIAL**



Synchrony

Rock 'n' Roll San Diego

June 1-2, 2018

MATERIAL HANDLING AUTHORIZATION

Company Name _____

Booth Number _____

Advance Shipments to Warehouse

Crated
Shipment Weight _____ cwt x \$115.44 per 100 lbs.**
= \$ _____

Crated Additional Handling*
Shipment Weight _____ cwt x \$150.07 per 100 lbs.**
= \$ _____

* *Uncrated shipments will NOT be accepted at the Advance Warehouse.*

**200 lb. minimum

Direct Shipments to Show Site

Crated
Shipment Weight _____ cwt x \$ 131.04 per 100 lbs.**
= \$ _____

Crated Additional Handling
Shipment Weight _____ cwt x \$170.35 per 100 lbs.**
\$ _____

Uncrated Additional Handling
Shipment Weight _____ cwt x \$209.66 per 100 lbs.**
\$ _____

**200 lb. minimum

Small Packages
First Piece \$75.00 + _____ Additional Pieces @ \$55.00

5,000 lb. maximum capacity. Larger forklift and crane service is available by advance request, call for pricing.

Rate Classifications

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

Additional Handling - Material delivered by a carrier in such a manner that it requires additional handling, such as ground loading/unloading, stacked or constricted space loading/unloading, designated piece loading/unloading, shipment integrity, alternate delivery location, loads mixed with pad wrapped material, carpet and/or pad only shipments, no documentation (including weight tickets) 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 shipping loose or pad-wrapped, and/or un-skidded machinery without proper lifting bars or hooks.

Small Packages - A shipment of any number of pieces with a combined weight not to exceed 50 lbs that is received on the same day, from the same shipper and delivered by the same carrier.

No Additional Fees Applicable

By utilizing this form, exhibitors acknowledge that they have read and agree to comply with the terms of the Payment Options & Policy and Terms and Conditions statements contained herein.

X

AUTHORIZED SIGNATURE

AUTHORIZED NAME (please print)

DATE

3455 W. Sunset Rd. Suite L, Las Vegas, NV 89118 P (855) 677-EXPO (3976) F (702)248-8002

exhibitorservices@xpertexpo.com

CART LOAD SERVICE

Caddie/Cart Load Service is a feature offered for Privately Operated Vehicles (“POVs”) only. POVs are limited to cars, station wagons, vans and pickup trucks up to one ton. For a flat rate of \$225.00 per round trip, workers equipped with a flat cart will assist those exhibitors with unloading and reloading of their materials. One round trip cartload equals one inbound cart load from the unloading area to your booth and one outbound cart load from your booth to the loading area. Two round trips maximum per exhibiting company. Shipments larger than two cartloads are not eligible for cartload service and are subject to material handling charges. See “Material Handling” charges that will apply.

Caddie Cart Load Service is....

- Intended for those exhibitors requiring minimum assistance to expedite the move-in/move-out of their shipments.
- Intended as a means of allocating valuable loading space and cost-effective labor crews during the move-in/move-out process.
- Intended as an integral part of an overall plan to minimize disruptions to the ongoing movement of forklifts, crated and other large materials during the move-in/move-out process.

The loading dock is for loading and unloading only. No parking will be allowed on the loading dock. It is advisable to have two people per vehicle so that once the POV is unloaded, it can be moved immediately from the dock area.

- No personal dollies, wagons or hand trucks are allowed on the dock or show floor.
- No Xpert equipment is allowed to be used by exhibitors.

Caddie Cart Load Service Schedule

Move-In

Thursday, May 31, 2018 9:00 A.M. - 5:00 P.M.
Friday, June 1, 2018 8:00 A.M. - 10:30 A.M.

Move-Out

Saturday, June 2, 2018 5:00 P.M. - 10:00 P.M.

Exhibitors who have extensive unloading requirements must use the material handling services.

Exhibitors are required to carry all risk floater insurance covering their products and exhibit materials against damage, loss and other hazards. The coverage should start when the product and exhibit material leave your place of business and end upon the return to your facility after the show. This can be done by adding “riders” to existing insurance policies.

To avoid any misunderstanding regarding these services, please bring any discrepancies to our attention at the Xpert Service Desk. Xpert will be unable to adjust invoices after the close of the show.

Freight must be less than: 3' high
 3' wide
 5' long

Cart is 30" x 48".



MAXIMUM CAPACITY
OF 250LBS PER LOAD.



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Vehicle Spotting Form

Company Name _____ Booth Number _____

Contact Person _____ E-Mail _____ Phone _____

- Batteries must be disconnected and taped
- Fuel tank must have no more than one eighth of a tank of gas
- Fuel tanks must be locked with a locking cover to prevent the escape of vapors
- Vehicles may not be moved during show hours

ROUND-TRIP RATE

DESCRIPTION	RATE
Small Vehicle- Cars or small trucks	\$150.00
Large Vehicles- Trailers, buses, dump trucks, etc.	\$225.00

MOBILE EQUIPMENT ORDER

NUMBER OF VEHICLES	TYPE OF VEHICLE	DATE	TIME	RATE	SUBTOTAL
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

TERMS & CONDITIONS

Total Due _____

Arrangements must be made with Show Management.
 This form must be forwarded to Show Management.
 Vehicles may only be displayed in accordance with local fire regulations.
 Cancelled orders will be charged 100% of total if cancelled after move-in begins.
 Orders must be paid by credit card
 *(see Order Summary/Payment Authorization Form).



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MATERIAL HANDLING POLICY

Weight Tickets

In the event that no weight is indicated on the delivery documents presented, Xpert shall estimate the weight, and charges shall be based upon the estimates. The estimated weight shall be final and binding if actual scale weight figures are not submitted prior to the close of the show. All shipments received at the warehouse and show site are subject to re-weigh.

Overtime Charges

An overtime surcharge per cwt, for each occurrence, will apply if:

- Shipments are received on overtime.*
- Advance shipment to the warehouse is received during straight time hours, but due to scheduling conflicts beyond Xpert's control, is moved into show site on overtime.
- Shipment is moved into or out of show site on overtime due to scheduling conflicts beyond Xpert's control.

Overtime is:

- Monday through Friday before to 8:00 a.m. and after 4:30 p.m.
- All day Saturday, Sunday, and observed union holidays

Inbound Shipment(s)

Consistent with trade show industry practices, there may be a lapse of time between the delivery of shipment(s) to the booth and the arrival of exhibitor or his/her representative. During this time the materials will be left unattended. Xpert Exposition Services will not be responsible or liable for any loss, damage, theft, or disappearance of exhibitor's material after it has been delivered to the exhibitor's booth. Xpert Exposition Services recommends hiring security services from the facility or Show Management.

Outbound Shipment(s)

Consistent with trade show industry practices, there may be a lapse of time between the completion of packing and actual pick up of materials from the booths for loading onto a carrier. During this time the materials will be left unattended. Xpert Exposition Services will not be responsible or liable for any loss, damage, theft, or disappearance of exhibitor's material between the time it is packed and when it is picked up and loaded. Xpert highly recommends hiring security services from facility or Show Management. All Material Handling Agreements submitted to Xpert by the exhibitor will be checked at the time of pick up from the booth, and corrections will be made where discrepancies exist between the quantities of items on the form submitted to Xpert and the actual count of such items in the booth at the time of pick up.

Material Handling Forms covering outgoing shipments that are furnished to Xpert by exhibitors will be checked at the time of actual pick up from booth and corrections made where discrepancies occur.

Xpert shall not be responsible for loss, damage, or delay due to fire, acts of God, strikes, lockouts, or work stoppages of any kind or for any causes beyond its control.

If found liable for any loss, XPERT'S sole and exclusive MAXIMUM liability for loss or damage to EXHIBITOR'S 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 \$1,000.00 (USD) per shipment, whichever is less.

Xpert shall not be liable to any extent whatsoever for any actual, potential, or assumed loss of profits or revenues or for any collateral costs that may result from any loss or damage to an exhibitor's materials that may make it impossible or impractical to exhibit same. The consignment or delivery of a shipment to Xpert by an exhibitor or by any shipper on behalf of the exhibitor shall be construed as an acceptance by such exhibitor (and/or other shipper) of the terms and conditions set forth in this bulletin. It is suggested that exhibitors insure all shipments from the time that they leave exhibitor's company until they are returned from the show. Your insurance carrier can add a rider to your current policy. Shipments left on the show floor without forwarding instructions turned into the Xpert Service Desk, will be shipped on show carrier or returned to warehouse pending re-routing, at the exhibitors expense. No liability will be assumed as a result of such re-routing or handling.

ALL CHARGES ARE THE RESPONSIBILITY OF THE EXHIBITING COMPANY FOR WHOM MATERIALS HAVE BEEN RECEIVED AND HANDLED. XPERT RESERVES THE RIGHT TO SHIP MATERIALS IF CARRIERS DO NOT CHECK IN BY THE APPOINTED DATE AND TIME. XPERT CAN NOT GUARANTEE PICK UP TIMES FOR EXHIBITOR APPOINTED CARRIERS. ALL SHIPMENTS ARE MOVED OUT OF THE EXHIBIT HALL AT XPERT'S DISCRETION.

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exhibitorservices@xpertexpo.com

MATERIAL HANDLING HINTS

The information below summarizes the most commonly asked questions regarding freight/material handling, often referred to as drayage. This can be the most costly budget item for exhibitors. We will try to explain what drayage is and how rates are established, which may help you save money and avoid unnecessary surcharges.

What is "Material Handling/Drayage"? – The term "drayage" is the moving of exhibit materials from one location to another. Whether you ship to the advance warehouse or directly to show site, your materials still need to get to your booth location. Drayage services include the accepting of your material either at the warehouse or at show site, delivery to your booth, storage of empty containers during the show, returning empty containers at the close of the show, picking up your packaged materials, returning them to the dock, and loading on the carrier of your choice.

Can I carry my own materials to my booth? – Usually, an exhibitor may bring in his own materials providing such materials can be hand carried by one person in one trip, without the use of dollies, hand trucks or any other equipment. Read the Union Rules & Regulations for the specific rules regarding the show/facility.

How are rates determined? – Drayage charges are based on a number of factors including Union labor rates, facility dock access, and the show schedule, to name just a few. Xpert Exposition Services is a Union company and therefore must use Union labor to move freight. These rates vary from city to city.

Tips on how you can save money! – Read the shipping and material handling section of your service kit carefully. Be aware of any surcharges that may be assessed for special handling or late shipments. Pay special attention to deadline dates. If you ship in advance to our warehouse and your shipment arrives after the published deadline date, you may be assessed a surcharge. Crated materials are the easiest to unload, therefore, have the least expensive drayage charge. Loose, pad wrapped and uncrated materials require more labor time and therefore may be assessed an additional handling fee. It may be cost effective for you to build crates for any portion of your exhibit that is not crated.

How is the weight of my shipment determined? – Certified weight tickets, which should be attained by all drivers for materials prior to arrival at the warehouse or show site dock, are used to determine billable weight. Xpert Exposition Services reserves the right to determine weights for all shipments for which weight tickets are not provided with delivery. If you would like the materials reweighed by Xpert Exposition Services to verify weights, there will be an additional charge.

Small shipments vs. large shipments: Most all Service Contractors have a minimum of 200 lbs. per shipment. It is best to send your freight as one large shipment versus several small shipments. For instance, if you send one 45 lb. and one 55 lb. package separately, you are charged the minimum on each shipment. If you plan to ship items from various locations, you may want to consolidate them at a central location then forward them to the advance warehouse or directly to show site. However, if you ship your materials in one shipment and the carrier makes multiple deliveries, you will be charged for each delivery to the dock, regardless of whether or not the materials were shipped together as one shipment.

Advance warehouse vs. direct to show site shipments: In general, it is best to ship your materials to the advance warehouse address. The charge for this may be slightly higher than shipping direct to show site but the benefit far outweighs the cost. You can (and should) confirm that we have received your materials well in advance of the show installation; if there is a problem it can then be solved prior to the show. When shipping direct, if there is a problem there is seldom time to resolve the problem prior to show opening. Another advantage to advance shipments is that your materials will be in your booth when you arrive and you can begin installation immediately, thus saving you time and frustration at show site.

Should I insure my exhibit? – The answer is YES! It is your responsibility to make sure your freight is insured from the time that it leaves your office until it returns. A rider to your existing policy can usually do this. Check with your insurance carrier for details.

Finally:

- Always be aware of freight receiving deadlines. You will be assessed a late charge if your shipment arrives after the deadline date. Inform your shipper that all items must arrive prior to a specific date.
- Always ship your materials crated; loose or pad-wrapped items are assessed special handling fees.
- Make sure all materials are labeled properly to avoid any delivery delays. All pieces should have the recipient's name and address, the show name, your company name, and your booth number. Remove old labels after every show to avoid any future confusion. If you are shipping multiple pieces, label them as such: 1 of 4; 2 of 4; 3 of 4; etc.



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 Rock 'n' Roll San Diego
 June 1-2, 2018

BOOTH LABOR **Discount Price Deadline: 5/9/2018**

Company Name _____ Booth Number _____

Contact Person _____ E-Mail _____

Labor

Starting time is guaranteed only in those instances where labor is requested for the start of the work day; i.e., 8:00 a.m.
 Exhibitor must check in at the Xpert Service Desk to notify Xpert that they are ready for labor and upon completion of work.

ALL ORDERS PLACED AFTER 5/9/2018 WILL BE CHARGED AN ADDITIONAL 30%.

LABOR RATES: **Straight time \$ 114.00** **Overtime: \$ 171.00**

Straight-Time: 8:00 a.m. to 4:30 p.m., Monday through Friday.

Overtime: Before 8:00 a.m. and after 4:30 p.m., Monday through Friday, and all hours on Saturday, Sunday and observed union holidays, where applicable.

All rates are charged at a one-hour minimum per laborer, 30 minute increments after the first hour.

Date & Time	# of Laborers	Total Hours	Hourly Rate	Total Cost
------------------------	----------------------	--------------------	--------------------	-------------------

_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Xpert Supervision* on installation labor

Dismantle

_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Xpert Supervision* on dismantle labor

Total Estimated Costs	\$
------------------------------	-----------

***Xpert Supervision**

Our fee for this service is 50% of exhibitor's total labor bill.
 In order to perform the labor without exhibitor's representative present, Xpert must receive detailed set-up instructions (blueprints/floor plans, etc.) with this labor order form.
 Exhibitor must also fill out Outbound Shipping Instructions page.

 Company Representative

 Cell Phone Number

Please note:
 Credit Card Authorization must be on file with Xpert before any goods or services will be rendered regardless of your preferred method of payment.
 By utilizing this form, exhibitors acknowledge that they have read and agree to comply with the terms of the Terms and Conditions statements contained herein.



Synchrony
Rock 'n' Roll San Diego
June 1-2, 2018

EXHIBITOR APPOINTED CONTRACTOR NOTIFICATION

Exhibiting Company Name _____ Booth Number _____

Contact Person _____ E-Mail _____

Authorization

Exhibiting Company will be utilizing the services of the following Exhibitor-Appointed Contractor(s) (EACs). Exhibiting Company will notify the EAC that a General Liability Insurance Certificate is required by Show Management no later than **5/9/2018**

EAC COMPANY NAME _____

EAC CONTACT NAME _____

STREET ADDRESS _____

CITY _____ STATE _____ ZIP _____ COUNTRY _____

TELEPHONE _____ FAX _____ EMAIL _____

Services to be provided

- All Xpert Services
- Furniture & Carpet
- Material Handling
- Booth Cleaning & Porter Service
- Booth Labor
- Other _____

Is this company authorized to order services on your behalf? YES NO

Is this company responsible for charges incurred for the show? YES* NO

*If yes, both parties must complete and sign the Third Party Payment form.

I hereby authorize the companies noted above to perform services on our behalf. Further, they have been provided with a copy of the Show Management Rules and Regulations as noted in the Exhibitor Contract and this Service Manual and agree to abide by the same.

PRINT NAME _____ SIGNATURE _____ DATE _____

Please note: By utilizing this form, exhibitors acknowledge that they have read and agree to comply with the terms of the Payment Options & Policy and Terms and Conditions statements contained herein.

PRODUCER
ABC Insurance Agency Fax: (212) 555-6100
1234 Broker Lane
New York, NY 10895
Attn: Joe Agent (212) 555-6102 ext. 1234

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER, THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSUREERS AFFORDING COVERAGE

INSURED
Big Boom Company, Inc.
1234 Corporate Lane
New York, NY 10895
Attn: Joe Smith
Phone: (212) 555-5349 Fax: (212) 555-9819

INSURER A: Hartford Insurance Company of Illinois
INSURER B: Aetna Casualty & Surety Company
INSURER C: Travelers Insurance Company
INSURER D: Royal Insurance Company
INSURER E:

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED, NOTWITHSTANDING ANY REQUIREMENT, TERM OF CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS	
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> _____ <input type="checkbox"/> _____ GENERAL AGGREGATE LIMIT APPLIES PER <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC	000P98298-AI1	01/01/08	01/01/09	EACH OCCURENCE	\$1,000,000
	FIRE DAMAGE (Any one fire)				\$ 300,000	
	MED EXP (Any one person)				\$ 10,000	
	PERSONAL & ADV INJURY				\$1,000,000	
	GENERAL AGGRREGATE				\$2,000,000	
	PRODUCTS-COMP/OP AGG				\$2,000,000	
B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS <input type="checkbox"/> _____ <input type="checkbox"/> _____	SKLS-029499S	01/01/08	01/01/09	COMBINED SINGLE LIMIT	\$1,000,000
	(Ea accident)					
	BODILY INJURY				\$	
	(Per person)					
	BODILY INJURY				\$	
	(Per accident)					
	PROPERTY DAMAGE				\$	
(Per accident)						
	GARAGE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/>				AUTO ONLY-EA ACCIDENT	\$1,000,000
					OTHER THAN AUTO ONLY:	\$
						\$
A	UMBRELLA/EXCESS LIABILITY <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> DEDUCTIBLE <input type="checkbox"/> RETENTION \$	XL1234567	01/01/08	01/01/09	EACH OCCURENCE	\$1,000,000
	AGGREGATE				\$1,000,000	
					\$	
					\$	
					\$	
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	A4145-SS-PJ37	01/01/08	01/01/09	<input checked="" type="checkbox"/> WC STATU- ORY LIMITS	OTHER
	E.L. EACH ACCIDENT				\$1,000,000	
	E.L. DISEASE-EA EMPLOYEE				\$1,000,000	
	E.L. DISEASE -POLICY LIMIT				\$1,000,000	
D	OTHER					

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS
Xpert Exposition Services (Official Service Provider) is hereby named as additional insured, except for Workers' Compensation.
Xpert Exposition Services and/or the consignor are included as Loss Payee. The insurance provided for the benefit of Xpert Exposition Services, shall be primary insurance as respects any claim, loss, or liability, arising out of the Named Insured's operations for which the Named Insured is liable. Any other insurance maintained by Xpert shall be excess and non-contributory.

CERTIFICATE HOLDER	<input checked="" type="checkbox"/> ADDITIONAL INSURED; INSURER LETTER: X	CANCELLATION
Xpert Exposition Services 3455 W. Sunset Rd. Suite L Las Vegas, NV 89118		SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OF REPRESENTATIONS AUTHORIZED REPRESENTATIVE John Smith, CIC John Smith, CIC



**Synchrony
Rock 'n' Roll San Diego
June 1-2, 2018**

FORKLIFT LABOR

Discount Price Deadline: 5/9/2018

Company Name _____

Booth Number _____

Contact Person _____

E-Mail _____

Forklift Labor

Forklift labor usually includes a forklift and operator; however, determining a crew size is at the discretion of the official service contractor and may require an additional laborer at the labor rates outlined on the Booth Labor page.

Exhibitors ordering forklift to assemble displays or for uncrating, un-skidding, positioning and re-skidding equipment or machinery will need to estimate their needs below.

Starting time is guaranteed only in those instances where labor is requested for the start of the work day; i.e., 8:00 a.m.

Exhibitor must check in at the Xpert Service Desk to pick up forklift crew ordered, and check out at the Xpert Service Desk upon completion of work.

5,000 lb. maximum capacity. Larger forklift and crane service is available by advance request (additional pricing to be determined).

FORKLIFT RATES: Straight time \$ 325.00 Overtime: \$ 487.50

Straight-Time: 8:00 a.m. to 4:30 p.m., Monday through Friday.

Overtime: Before 8:00 a.m. and after 4:30 p.m., Monday through Friday, and all hours on Saturday, Sunday and observed union holidays, where applicable.

ALL ORDERS PLACED AFTER 5/9/2018 WILL BE CHARGED AN ADDITIONAL 30%.

All rates are charged at a one-hour minimum per crew, 30 minute increments after the first hour.

Date & Time	# of Forklifts	Total Hours	Hourly Rate	Total Cost
Install				
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
Dismantle				
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
Total Estimated Costs				\$

Description of Work to be performed: _____

Describe largest piece to be handled:

Weight _____ lbs. Dimensions: Length _____ Width _____ Depth _____

Height to be placed _____

Show site contact: _____
NAME

CELL

Please note:

Credit Card Authorization must be on file with Xpert before any goods or services will be rendered regardless of your preferred method of payment. By utilizing this form, exhibitors acknowledge that they have read and agree to comply with the terms of the Terms and Conditions statements contained herein.



Synchrony
Rock 'n' Roll San Diego
June 1-2, 2018

ACCESSIBLE STORAGE DURING SHOW

Exhibitor must sign up for accessible storage at the Xpert Service Desk on-site.

Accessible storage is unsecured

Set-Up Fee

There is a one-time set up fee of \$126.00

Storage Fee

Based upon square footage required for storage

Up to 32 square feet	\$126.00 per day
32 to 64 square feet	\$205.00 per day
64 to 96 square feet	\$246.00 per day
96 to 128 square feet	\$306.00 per day
128 to 160 square feet	\$366.00 per day

Labor

Each time you access your materials, you will be charged a minimum of one-half hour of labor according to the hourly rates indicated on the booth labor form.



WAREHOUSE STORAGE

Synchrony

Rock 'n' Roll San Diego

June 1-2, 2018

Company Name Booth Number
Show Name Facility
Contact Person E-Mail
Address City St Zip
Phone Fax

Warehouse Storage

Xpert Exposition Services now has available storage space in the Las Vegas area with facilities and services to:

- 1. Receive and hold your equipment and/or exhibit materials.
2. Save on expensive shipping charges.
3. Storage freight is delivered to your booth in advance of direct shipments.
4. No Marshaling Yard check-in, waiting or fees.
5. Year round accessibility.

Storage Rates

Storage: \$7.00 per cwt per month.
Transportation: 2 hr minimum @ \$135.00 per hour ST from Las Vegas show site to the warehouse facility.
Handling: \$7.00 per cwt for loading/unloading exhibit materials at the warehouse.

NOTES:

Additional fees apply if storage is removed from Xpert's warehouse and shipped to shows where Xpert is not the general contractor. Please contact UPS Freight at 800.988.9889 or via email at upsfreighttradeshows@ups.com if you would like to receive a shipping quote. Additional fees also apply for access to or inventory of freight while placed in storage with Xpert. Drayage rates will still apply for storage materials delivered from our facility to show site. Transportation information but be provided on the following form with a minimum of 72 hrs prior to a Las Vegas, NV delivery and 5 business days before a delivery should arrive at its out of town destination. Please call or e-mail if a quote is needed for expedited delivery.

Monthly Storage Cost: \$7.00 x CWT x # of months \$
1,000 lb. minimum storage*
Start Date: End Date:

Signature Print Date

All storage services are subject to Xpert Exposition Services Terms and Conditions or Storage Agreement, whichever is applicable. Exhibitors must insure their own goods while in storage even if the storage is provided under a separate contractual agreement. Failure to pay storage fees will result in a lien against your property. Xpert reserves the right to dispose of any materials if unclaimed after 30 days



WAREHOUSE STORAGE FAQ

Frequently Asked Questions:

1) *Where will my items be stored?*

Items placed in storage will be housed at Xpert's Las Vegas warehouse located at 3455 W. Sunset Road, Suite L, Las Vegas, NV 89118.

2) *How should I label my items to be placed in storage?*

An Xpert Service Desk representative will provide you with specific storage labels after you have placed your order for storage services.

3) *How should I pack my items to be placed in storage?*

Loose items placed in storage must be shrink-wrapped or banded on pallets. Items placed in crates should be securely fastened. Please visit the Xpert Service Desk if you require shrink-wrap or banding services. We do not accept pad-wrapped items in storage.

4) *What happens if I need to access my storage after the show?*

Please call our Exhibitor Services team at 1-855-677-EXPO(3976) to schedule an appointment to visit the Las Vegas Warehouse. Please provide a minimum of 48 hours notice to access your storage. Additional fees will apply for inventory management.

5) *What type of payment do you accept for Storage Service?*

We will require a valid credit card at the time of your order. It is our policy not to extend credit for this service.

6) *Do you offer pro-rated fees or refunds if my Storage dates change?*

We do not offer pro-rated refunds or credits if your storage term ends before your contract expires.

7) *What happens to my stored items after my Storage Term ends?*

You are responsible for retrieving your items from the Las Vegas warehouse. Please contact Xpert Shipping Services @ 855-677-3976 to help arrange for the transportation of your storage.

Note: Xpert reserves the right to dispose of materials thirty (30) calendar days after your storage contract ends, or the current contract is not extended and paid for, without liability.

8) *Does this Storage Service take the place of the Estimated Material Handling Costs in my exhibitor kit?*

Storage Service charges are for use of the storage space and are exclusive of Material Handling costs.

9) *What type of insurance do you offer for stored items in your warehouse?*

It is understood that Xpert is not an insurer. Storage charges are for use of the space and not a form of insurance. Insurance on exhibit materials shall be obtained by the exhibitor at their sole cost and expense from a third party insurance provider.

FURNITURE & ACCESSORIES



Side Chair



Stool



36" x 30" High Conference Table



Tables with Skirting



Chrome Bag Stand



Chrome Sign Stand



Stanchion
(includes 7' retractable cord)



Tripod Easel



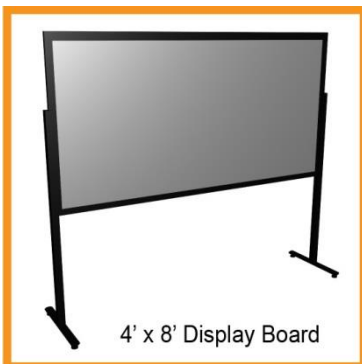
Garment Rack



Raffle Drum



Wastebasket



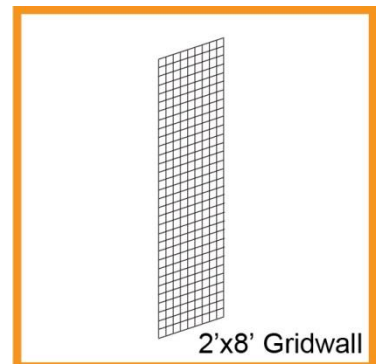
4' x 8' Display Board



8' Upright Pole & Base



6' - 10' Crossbar



2'x8' Gridwall



**Synchrony
Rock 'n' Roll San Diego
June 1-2, 2018**

STANDARD FURNITURE

Discount Price Deadline: 5/9/2018

Company Name _____

Booth Number _____

Contact Person _____

E-Mail _____

Standard Furniture

Seating

	Quantity	Discount Price	Standard Price	Extended Price
Side Chair	_____	\$ 66.00	\$ 86.00	\$ _____
Barstool	_____	\$ 117.00	\$ 151.50	\$ _____

Round Tables

	Quantity	Discount Price	Standard Price	Extended Price
36" x 30" High Conference Table	_____	\$ 227.00	\$ 295.00	\$ _____
36" x 40" High Cocktail Table	_____	\$ 251.00	\$ 326.00	\$ _____

30" Tables

4' x 2' x 30" High Table (un-skirted)	_____	\$ 75.50	\$ 98.50	\$ _____
6' x 2' x 30" High Table (un-skirted)	_____	\$ 99.50	\$ 129.50	\$ _____
8' x 2' x 30" High Table (un-skirted)	_____	\$ 123.50	\$ 160.50	\$ _____

40" Tables

4' x 2' x 40" High Table (un-skirted)	_____	\$ 86.50	\$ 112.50	\$ _____
6' x 2' x 40" High Table (un-skirted)	_____	\$ 114.00	\$ 148.50	\$ _____
8' x 2' x 40" High Table (un-skirted)	_____	\$ 141.50	\$ 184.00	\$ _____
Draped Riser (white only) <input type="checkbox"/> 4' <input type="checkbox"/> 6'	_____	\$ 67.50	\$ 87.50	\$ _____

Table skirting

Skirting Colors Black Blue Burgundy Gold Green Red Silver Teal White

If choosing more than one color, please note specifics _____

	Quantity	Discount Price	Standard Price	Extended Price
30" Table Skirt	_____	\$ 47.00	\$ 61.00	\$ _____
40" Table Skirt	_____	\$ 59.00	\$ 76.50	\$ _____

**Table skirts are approx. 14' in length and cover only 3 sides of the standard 6' and 8' tables*

30" Table Skirt - 4 th side coverage for 6' or 8'	_____	\$ 47.00	\$ 61.00	\$ _____
40" Table Skirt - 4 th side coverage for 6' or 8'	_____	\$ 59.00	\$ 76.50	\$ _____

Total Costs	\$
--------------------	-----------

Please note: By utilizing this form, exhibitors acknowledge that they have read and agree to comply with the terms of the Payment Options & Policy and Terms and Conditions statements contained herein.

3455 W. Sunset Rd. Suite L, Las Vegas, NV 89118 P (855) 677-EXPO (3976) F (702)248-8002

exhibitorservices@xpertexpo.com



Synchrony
Rock 'n' Roll San Diego
June 1-2, 2018

FURNITURE ACCESSORIES

Discount Price Deadline: 5/9/2018

Company Name _____

Booth Number _____

Contact Person _____

E-Mail _____

Furniture Accessories

	Quantity	Discount Price	Standard Price	Extended Price
Chrome Bag Stand	_____	\$ 114.00	\$ 148.50	\$ _____
22" x 28" Chrome Sign Stand	_____	\$ 107.00	\$ 139.00	\$ _____
4' x 8' Display Board	_____	\$ 197.00	\$ 256.00	\$ _____
4' x 8' Peg Board	_____	\$ 197.00	\$ 256.00	\$ _____
2' x 8' Grid Wall	_____	\$ 104.50	\$ 136.00	\$ _____
Grid Wall Feet (set of two)	_____	\$ 25.00	\$ 25.00	\$ _____
Garment Rack	_____	\$ 119.00	\$154.50	\$ _____
Literature Stand	_____	\$ 117.50	\$ 153.00	\$ _____
Raffle Drum	_____	\$ 111.50	\$ 145.00	\$ _____
Stanchion (includes 7' retractable cord)	_____	\$ 87.50	\$ 114.00	\$ _____
Tripod Easel	_____	\$ 44.50	\$ 58.00	\$ _____
8' Upright Pole & Base	_____	\$ 31.50	\$ 40.50	\$ _____
6' – 10' Crossbar	_____	\$ 31.50	\$ 40.50	\$ _____
Wastebasket	_____	\$ 23.00	\$ 29.50	\$ _____

BOOTH DRAPE

Drape Color Black Blue Burgundy Gold Green Red Silver Teal White

	Quantity	Discount Price	Standard Price	Extended Price
8' high drape – backdrop (per linear foot)	_____	\$ 18.00	\$ 23.50	\$ _____
3' high drape – side rail (per linear foot)	_____	\$ 14.50	\$ 19.00	\$ _____
End Cap	_____	\$ 54.00	\$ 70.50	\$ _____

Total Costs	\$
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Please note: By utilizing this form, exhibitors acknowledge that they have read and agree to comply with the terms of the Payment Options & Policy and Terms and Conditions statements contained herein.

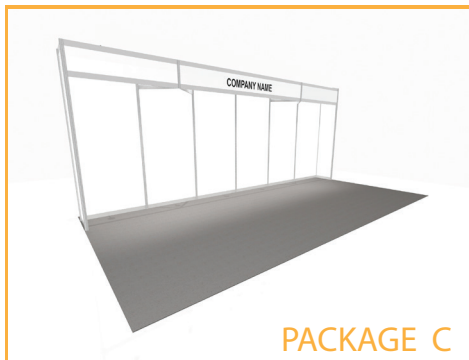
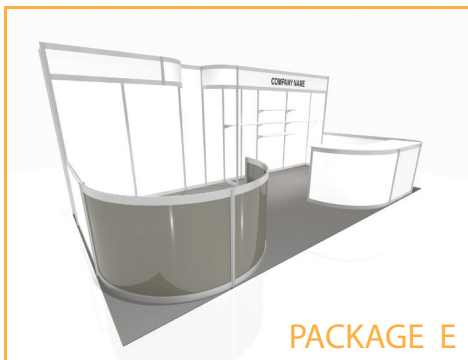
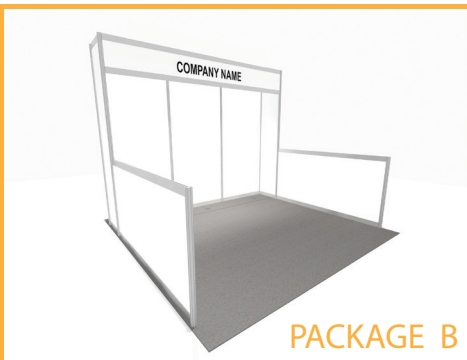
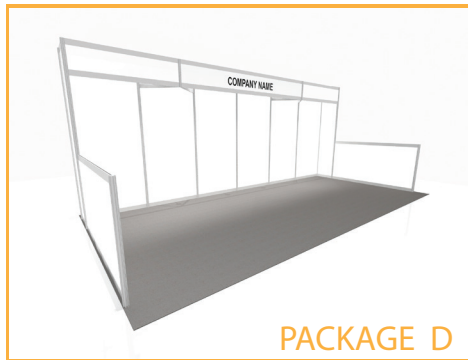
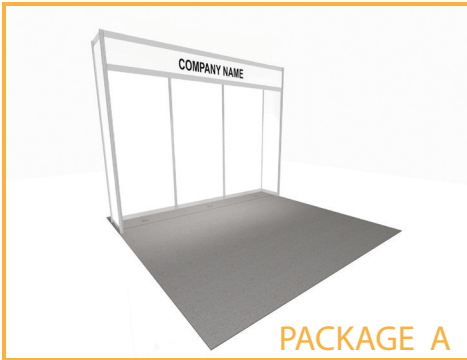
BOOTH RENTAL

Company Name _____

Booth Number _____

Contact Person _____

E-Mail _____



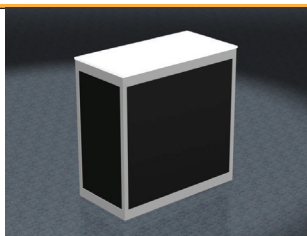
ADD-ON ACCESSORY RENTALS



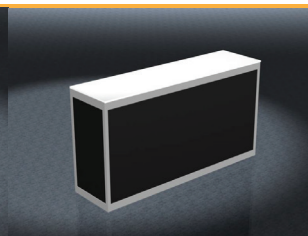
39" X 12" SHELF



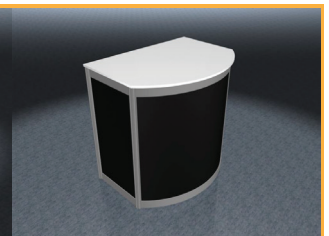
ARMLIGHT



1M COUNTER



2M COUNTER



1M CURVED COUNTER

3455 W. Sunset Rd. Suite L, Las Vegas, NV 89118 P (855) 677-EXPO (3976) F (702)248-8002

exhibitorservices@xpertexpo.com



Synchrony
Rock 'n' Roll San Diego
June 1-2, 2018

BOOTH RENTAL **Discount Price Deadline: 5/9/2018**

	Discount Price	Standard Price	Extended Price
Package A • header sign (not backlit) • standard color carpet (Lighting, electrical labor & power not included)	\$2098.50	\$2728.00	_____
Package B • header sign (not backlit) • standard color carpet (Lighting, electrical labor & power not included)	\$2855.20	\$3712.00	_____
Package C • header sign (not backlit) • standard color carpet (Lighting, electrical labor & power not included)	\$3190.50	\$4147.50	_____
Package D • header sign (not backlit) • standard color carpet (Lighting, electrical labor & power not included)	\$3989.00	\$5185.50	_____
Package E • header sign (not backlit) • standard color carpet (Lighting, electrical labor & power not included) • 1 custom curved counter • 5 – 1 meter shelves	\$5062.50	\$6581.00	_____
Package F • header sign (not backlit) • standard color carpet (Lighting, electrical labor & power not included)	\$4914.00	\$6388.00	_____
Package G • header sign (not backlit) • standard color carpet (Lighting, electrical labor & power not included) • 4 barstools	\$5062.50	\$6581.00	_____
Package H • header sign (not backlit) • standard color carpet (Lighting, electrical labor & power not included) • 4 barstools	\$6154.50	\$8391.00	_____

Total Costs	\$
--------------------	-----------

Header copy:

Text color: Black Blue Red Grey

Panel color: White Black Grey Grey Fabric (Velcro friendly) Black Fabric (Velcro friendly)

Carpet color: Black Blue Bluejay Gray Red Tuxedo

Please note: By utilizing this form, exhibitors acknowledge that they have read and agree to comply with the terms of the Payment Options & Policy and Terms and Conditions statements contained herein.



Synchrony
Rock 'n' Roll San Diego
June 1-2, 2018

BOOTH RENTAL ACCESSORIES	Discount Price Deadline: 5/9/2018
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Company Name _____	Booth Number _____
--------------------	--------------------

Contact Person _____	E-Mail _____
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Booth Rental Accessories

	Quantity	Discount Price	Standard Price	Extended Price
Arm lights*	_____	\$78.00	\$101.50	\$ _____
1 meter shelf	_____	\$59.00	\$76.50	\$ _____
1 meter counter	_____	\$294.00	\$382.50	\$ _____
1 meter curved counter	_____	\$414.00	\$538.50	\$ _____
2 meter counter	_____	\$450.00	\$585.00	\$ _____
Sliding door lock for counter	_____	\$21.50	\$28.00	\$ _____
Total Costs				\$ _____

*Arm lights are only able to be utilized with Xpert rental booth packages
 Please indicate shelf height and panel position. If no height is given, the shelves will be set at 48" high. Any changes will require additional labor.

--	--	--	--	--	--

Please note: By utilizing this form, exhibitors acknowledge that they have read and agree to comply with the terms of the Payment Options & Policy and Terms and Conditions statements contained herein.



**Synchrony
Rock 'n' Roll San Diego
June 1-2, 2018**

CUSTOM SIGNAGE	Discount Price Deadline: 5/9/2018
-----------------------	--

Company Name _____ Booth Number _____

Contact Person _____ E-Mail _____

Signage

	Quantity	Discount Price	Standard Price	Extended Price
8 1/2" x 11"	_____	\$60.00	\$78.00	\$ _____
7" x 44"	_____	\$78.00	\$102.00	\$ _____
14" x 22"	_____	\$78.00	\$102.00	\$ _____
22" x 28"	_____	\$102.00	\$132.00	\$ _____
28" x 44"	_____	\$204.00	\$264.00	\$ _____
38" x 84" w/base single sided	_____	\$534.00	\$690.00	\$ _____

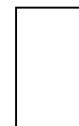
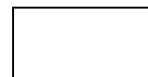
* Prices are based on one color copy on white background. Signs will be digitally printed or in vinyl, applied to Show Card or Foam Core depending upon size. The method used is at the discretion of Xpert Exposition Services.

Indicate Sign Copy Here (print or type)

Choose layout:

Horizontal

Vertical



OPTIONS

	Quantity	Discount Price	Standard Price	Extended Price
Easel back (per sign)	_____	\$11.00	\$14.00	\$ _____

Add your company's logo / image. Artwork must be supplied by customer. If work has to be done by Xpert (i.e., scanning of artwork), there will be additional charges added. Please send all logos and/or artwork as well as any questions or quote requests to exhibitorservices@xpertexpo.com.

Sub Total \$ _____

Add 8.25% Tax \$ _____

Total Costs	\$
--------------------	-----------

Please note: By utilizing this form, exhibitors acknowledge that they have read and agree to comply with the terms of the Payment Options & Policy and Terms and Conditions statements contained herein.

FIRE & SAFETY

FIRE AND SAFETY REGULATIONS

NOTICE: SMOKING IS PROHIBITED IN EXHIBIT AREAS DURING MOVE-IN AND MOVE-OUT DUE TO THE ACCUMULATION OF COMBUSTIBLE MATERIALS.

1. ALL MATERIALS USED IN CONSTRUCTION AND DECORATION OF AN EXHIBIT MUST BE CERTIFIED AS FLAME RETARDANT. Fabrics must be certified as flame retardant or a sample must be available for testing. Materials, that cannot be treated to meet requirements, may not be used. A flame-proofing certificate should be available for inspection.

2. ALL EXITS AND AISLES MUST BE KEPT CLEAR AND UNOBSTRUCTED. No furniture, signs, easels, chairs, or displays may protrude into aisles.

3. DESIGNATED "NO FREIGHT" AISLES MUST BE MAINTAINED CLEAR OF CRATES AND EXHIBIT MATERIALS DURING MOVE-IN AND MOVE-OUT. These aisles are required for emergency access throughout the hall and to expedite freight and empty crate moving.

4. ALL FIRE HOSE RACKS, FIRE EXTINGUISHERS AND EMERGENCY EXITS MUST BE VISIBLE AND ACCESSIBLE AT ALL TIMES. This includes fire protection equipment located within exhibits. Exits and exit signs must not be covered by drapes or obscured from view by exhibit components.

5. VEHICLES ON DISPLAY MUST HAVE FUEL FILLER CAPS LOCKED OR SEALED TO PREVENT ESCAPE OF VAPORS AND TO AVOID TAMPERING. Fire code stipulates that fuel in fuel tanks shall not exceed 5 gallons or ¼ of tank capacity, whichever is less. Batteries must be disconnected. Auxiliary batteries not connected to engine starting system may be left connected. External transformers are recommended for demonstration purposes. A fire extinguisher must be present, visible and accessible at all times.

6. COMBUSTIBLE MATERIALS MUST NOT BE STORED BENEATH DISPLAY VEHICLES. Space beneath vehicles must be clear and visible except for permitted electrical supplies.

7. VEHICLES IN THE BUILDING FOR UNLOADING MUST NOT BE LEFT WITH ENGINES IDLING. Exhaust gases present extreme hazards to workers on catwalks. If the engine cannot be shut down, the vehicle must be removed from the building as quickly as possible.

8. ALL 110-VOLT EXTENSION CORDS SHALL BE GROUNDED THREE-WIRE, #14 OR LARGER AWG COPPER WIRE. Connectors must not be supported by cords. Two wire, "Zip Cords" are not permitted other than factory installed appliance connectors; these may not exceed six (6) feet in length and must be UL approved with built in over-load protectors.

9. COMPRESSED GAS CYLINDERS, INCLUDING LPG, ARE PROHIBITED UNLESS APPROVED BY FIRE SAFETY OFFICE. Flammable gases, i.e.: butane, propane, natural gas; are subject to prior approval. Compressed gas cylinders cannot be stored inside the building. After show hours, gas cylinders must be removed from the show floor and stored outside or off-site.

10. CUBE TAP ADAPTERS ARE PROHIBITED (UNIFORM FIRE CODE 85.107). MULTI-PLUG ADAPTERS MUST BE UL APPROVED AND HAVE BUILT-IN OVERLOAD PROTECTION. Connectors must not be used to exceed their listed ampere rating.

11. ELECTRICAL WORK UNDER CARPETS MUST BE DONE, OR SUPERVISED, BY THE OFFICIAL CONTRACTOR'S ELECTRICIANS. All wiring on the floor must be Type "SO" cord, insulated to qualify for "extra hard usage", must be No. 12AWG or larger, and must be protected against injury. All temporary wiring must be accessible and free from debris and storage materials. Hard backed booths must be at least 9 inches from rear booth lines and 18 inches between hard walls.

12. NO STORAGE OF ANY KIND IS ALLOWED BEHIND BOOTHS OR NEAR ELECTRICAL SERVICE. Materials necessary to the exhibit must be stored within the exhibit. Electrical cords and connectors must be accessible and shall not be covered. Areas enclosed by solid walls and ceilings must be provided with approved smoke detectors.

13. ALL EMPTY CARTONS OR CRATES MUST BE LABELED AND REMOVED FOR STORAGE OR THEY WILL BE REMOVED AS TRASH. Crates or raw flammable materials are not to be used as exhibit supports.

14. MATERIALS FOR HANDOUTS MUST BE LIMITED TO A ONE-DAY SUPPLY AND MUST BE STORED NEATLY WITHIN THE BOOTH. Violators will be notified and if not removed by show opening, show decorator will remove and store at EXHIBITOR'S EXPENSE. All storage must be kept clear of electric cables or junction boxes.

15. FLAMMABLE OR COMBUSTIBLE LIQUIDS ARE PROHIBITED INSIDE OF BUILDINGS EXCEPT AS APPROVED BY THE FIRE SAFETY OFFICE. Flammable thinners, solvents and paints, including aerosol cans are strictly prohibited within the building.



Synchrony
Rock 'n' Roll San Diego
June 1-2, 2018

YOU ARE ENTERING A BINDING CONTRACT WHICH LIMITS YOUR POSSIBLE RECOVERY IN CASE OF LOSS OR DAMAGE. The placing of an order for services and/or equipment by an exhibitor or any agent of the exhibitor shall be construed as an offer subject to acceptance and approval of XPERT EXPOSITION SERVICE in its sole discretion. Upon participation of any XPERT EXPOSITION SERVICE show or event, the Exhibitor and its agents shall be bound by the terms and conditions set forth in Sections 1 through 14 below. Likewise, once XPERT EXPOSITION SERVICE has accepted and approved the Exhibitor's offer, any shipper consigning or delivering a shipment to XPERT EXPOSITION SERVICE or its subcontractors on behalf of Exhibitor shall be bound by the terms and conditions set forth in Sections 1 through 14 below.

1. XPERT EXPOSITION SERVICE and its subcontractors shall not be liable for damage to loose or uncrated materials, pad wrapped or shrink-wrapped materials, glass breakage, concealed damage, carpets in bas or poly, or improperly packed or labeled materials. XPERT EXPOSITION SERVICE 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. XPERT EXPOSITION SERVICE does not accept any crates or packaging containing hazardous materials. Goods requiring cold storage and those in accessible storage are stored at Exhibitors' own risk. **XPERT EXPOSITION SERVICE assumes no responsibility or liability for loss or damage to goods in dry/cold storage or accessible storage.**

2. Relative to inbound/outbound shipments, there may be a lapse of time between the delivery of shipment(s) to the booth by XPERT EXPOSITION SERVICE or its subcontractors and the arrival of the Exhibitor's representative at the booth. Similarly, relative to outgoing shipment(s), it is possible that there will be lapse of time between the completion of packing and the actual pick-up of materials from the booth for loading onto a carrier. It is understood that during such times the shipment(s) will be left in the booth unattended. **Therefore, it is agreed that XPERT EXPOSITION SERVICE and its subcontractors are 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.** Consequently, all bills of lading covering outgoing shipment(s) submitted to XPERT EXPOSITION SERVICE or its subcontractors by Exhibitor will be checked at the time of pick-up from the booth and corrections will be made where discrepancies exist between the quantities of items on any form submitted to XPERT EXPOSITION SERVICES and the actual count of such items in the booth at the time of pick-up. XPERT EXPOSITION SERVICE is not responsible for any wait time or other charges including business center charges arising from delivery or pick-up of Exhibitor's materials.

3. XPERT EXPOSITION SERVICE and its subcontractors shall not be held liable for any damage incurred during the handling of equipment requiring special devices to properly load, place or reload unless advance notice has been given to XPERT EXPOSITION SERVICE in time to obtain the proper equipment.

4. Exhibitor shall not hang any articles, merchandise, product, advertisements, or other similar items from XPERT EXPOSITION SERVICE supplied booth materials (this includes but is not limited to XPERT EXPOSITION SERVICE panels or pipe and drape), utilized in Exhibitors own booth set up or in areas occupied by the show organizer or third parties. If Exhibitor does hang any prohibited items, Exhibitor alone shall be held liable for any damages, costs, actions or injuries resulting from the hanging of such items (s). XPERT EXPOSITION SERVICE shall have no liability for any damages, costs, actions or injuries arising out of Exhibitors failure to comply with this provision.

5. XPERT EXPOSITION SERVICE and its subcontractors shall not be responsible for any loss, delay, or damage due to events beyond their reasonable control which cannot be avoided by the exercise of due care and prudence, including without limitation, strikes, labor disputes, lockouts or work stoppages of any kind, fire, theft, windstorm, water, vandalism, acts of God, failure of power or utilities, and other events of force majeure.

6. XPERT EXPOSITION SERVICE and its subcontractors shall not be liable for ordinary wear and tear in handling of materials and/or equipment.

7. XPERT EXPOSITION SERVICE and its subcontractors shall not be liable to any extent whatsoever for any indirect, special, incidental, or consequential damages, which may include, but are not limited to any actual, potential or

assumed loss of profits or revenues, loss of use of equipment or products, or any collateral costs that may result from any loss or damage to Exhibitor's materials or any injury to Exhibitor's personnel which may make it impossible or impractical for Exhibitor to exhibit its materials.

8. The Exhibitor agrees, in connection with the receipt, handling, temporary storage and reloading of its freight, that XPERT EXPOSITION SERVICE and its subcontractors will provide these services as Exhibitor's agent and not as bailee or shipper. If any employees of XPERT EXPOSITION SERVICE or its subcontractors sign a delivery receipt, bill of lading or other document, the parties agree that XPERT EXPOSITION SERVICE or its subcontractor will do so as the Exhibitor's agent, and the Exhibitor accepts the responsibility thereof.

9. XPERT EXPOSITION SERVICE and its subcontractors shall not be liable for shipments received without receipts, freight bills or specified unit counts on receipts or freights bills or for bulk shipments (i.e), UPS, Fed Ex, DHL, Air Freight) Such shipments will be delivered to booth without guarantee of piece count or condition.

10. Empty container labels will be available at the XPERT EXPOSITION SERVICE Service Desk. Affixing the labels is the sole responsibility of the Exhibitor or its representative. It is understood that these labels are used for EMPTY STORAGE ONLY, and XPERT EXPOSITION SERVICE and its subcontractors assume no responsibility or liability for loss or damage to contents while containers are in storage or for mislabeled containers. **XPERT EXPOSITION SERVICE will not be liable for loss or damage to crates and containers or their contents while same are in empty container storage.**

11. In order to expedite removal of freight from the show site, XPERT EXPOSITION SERVICE shall have the authority to change designated carriers, if assigned carriers do not pick up on time. Where the Exhibitor makes no disposition, freight will be taken to a warehouse or forced shipped on a carrier determined by XPERT EXPOSITION SERVICE and the Exhibitor agrees to be responsible for payment of charges relating to such handling and shipping. XPERT EXPOSITION SERVICE assumes no liability as a result of such rerouting or handling.

12. **MAXIMUM RECOVERY.** XPERT EXPOSITION SERVICE and its subcontractors are not an insurance company and does not offer or provide insurance; i.e., XPERT EXPOSITION SERVICE does not insure the Exhibitor's property against loss or damage, nor does it provide for full replacement value should loss or damage occur. Insurance, if any, shall be obtained by the Exhibitor. Amounts payable by XPERT EXPOSITION SERVICE under this paragraph are based on the scope of the liability as herein set forth and are unrelated to the value of the Exhibitor's property. Provisions of this paragraph shall apply if Exhibitor's property is lost or damaged through performance or on performance of services by XPERT EXPOSITION SERVICE, or from the negligence of XPERT EXPOSITION SERVICE, its subcontractors or their respective employees. If found liable for any loss, XPERT EXPOSITION SERVICE'S and its subcontractors sole and exclusive maximum liability for loss or damage to Exhibitors materials and Exhibitors sole and exclusive remedy is limited to \$.50 per pound per article, with a maximum liability of \$100.00 per item or \$1,000.00 per shipment, whichever is less. **This amount shall be considered Exhibitor's agreed-upon damages and exclusive remedy.**

13. Exhibitor agrees that any and all claims for loss or damage must be submitted to XPERT EXPOSITION SERVICE immediately at the show site and in any case not later than 30 days after the date when Exhibitor's materials are delivered to the carrier for transportation from show site or from XPERT EXPOSITION'S warehouse. XPERT EXPOSITION SERVICE will not

be bound to honor any claim or action brought against XPRT EXPOSITION SERVICE or its subcontractors more than 30 days after the date of incident.

14. The Exhibitor agrees, in the event of a dispute with XPRT EXPOSITION SERVICE or its subcontractors related to any loss or damage to any of the Exhibitor's freight or equipment, that the Exhibitor will not withhold payment in any amount due to XPRT EXPOSITION SERVICE for freight handling services or any other services provided by XPRT EXPOSITION SERVICE or its subcontractors as an offset against the amount of the alleged loss or damage. Instead, the Exhibitor agrees to pay XPRT EXPOSITION SERVICE prior to the close of the show for all such charges and further agrees that any claim the Exhibitor may have against XPRT EXPOSITION SERVICE or its subcontractors shall be pursued independently by the Exhibitor as a completely separate transaction to be resolved on its own merits.

15. Declarations of Declared Value are between the Exhibitor and the selected carrier ONLY, and are in no way an extension of XPRT EXPOSITION SERVICE'S maximum liability stated herein. XPRT EXPOSITION SERVICE will use commercially reasonable efforts to transmit the Declared Value instructions to the selected carrier; however, XPRT EXPOSITION SERVICE 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.

16. These Terms and Conditions of Contract shall be governed by and construed in accordance with the applicable laws of the United States or, alternatively, and depending on jurisdiction, the laws of the State of Nevada. The parties hereby submit to jurisdiction and venue in the United States District Court of Nevada, or as applicable depending upon jurisdiction, the County Circuit Court in Clark County.

17. Customer shall defend, hold harmless and indemnify XPRT EXPOSITION SERVICE from and against any claims, lawsuits, demands, liability, costs and expenses, including reasonable attorney's fees and court costs, resulting from any injury or death of persons, or damage to property other than goods, relating to or arising from performance of services herein. Exhibitor agrees to indemnify and hold XPRT EXPOSITION SERVICE harmless for any and all acts of its representatives and agents, including but not limited to Customer Appointed Contractors and Installation and Dismantle Companies, any subtenant or other user of its space or any agents or employees engaged in business on behalf of Customer or present at Customer's invitation, including supervision of labor secured through XPRT EXPOSITION SERVICE. Customer's obligations under this provision shall not apply to XPRT EXPOSITION SERVICE'S own negligence and/or willful misconduct. **CUSTOMER ACKNOWLEDGES THAT THE SHOW SITE IS AN ACTIVE WORK ZONE AND CUSTOMER, ITS AGENTS, EMPLOYEES AND REPRESENTATIVES ARE PRESENT AT THEIR OWN RISK.** To the extent of XPRT EXPOSITION SERVICE'S own negligence and/or willful misconduct, and subject to the limitations of liability above, XPRT EXPOSITION SERVICE shall defend, hold harmless and indemnify Customer from and against any claims, lawsuits, demands, liability, costs and expenses, including reasonable attorney's fees and court costs, resulting from any injury to or death of persons, or damage to property other than Goods. XPRT EXPOSITION SERVICE'S obligations under this provision shall not apply to claims for bodily injury arising a) from Customer's presence in areas which have been marked as "off limits to exhibitors"; and b) when exhibitors are present in the facility prior or subsequent to the effective dates or hours of Exhibitor's space lease with show management.

18. Exhibitor grants XPRT EXPOSITION SERVICE a security interest in and a lien on all of Exhibitor's materials that is from time to time in the possession of XPRT EXPOSITION SERVICE 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 XPRT EXPOSITION SERVICE on its behalf, services performed, materials and/or labor from time to time provided by XPRT EXPOSITION SERVICE to or for the benefit of Exhibitor ("Obligations"). XPRT EXPOSITION SERVICE 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 XPRT EXPOSITION SERVICE 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. XPRT EXPOSITION SERVICE may hold and not deliver any of the Collateral to Exhibitor for so long as there are any Obligations that remain unpaid or unsatisfied.

19. The Exhibitor, as a material part of the consideration to XPRT EXPOSITION SERVICE General Contractor Services, waives and releases all claims against XPRT EXPOSITION SERVICES with respect to all matters for which XPRT EXPOSITION SERVICE has disclaimed liability pursuant to the provisions of this contract.

20. DRIVER LIABILITY WAIVER. IN CONSIDERATION OF XPRT EXPOSITION SERVICE 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 XPRT EXPOSITION SERVICE, 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.

Be sure your freight is insured from the time it leaves your place of business until it is returned after the show. It is suggested that Exhibitors arrange all risk coverage. Riders to existing policies can usually do this. Contact your insurance representative. Also, be sure your liability insurance is in effect during transit and return of your freight, during storage and at show site. All transit claims will be referred to the common carrier.



**Synchrony
Rock 'n' Roll San Diego
June 1-2, 2018**

Union Information

To assist you in planning your participation in your show, we are certain you will appreciate knowing in advance that union labor will be required for certain aspects of your exhibit handling

Decorators Union

Members of this union claim jurisdiction over all set up and dismantling of exhibits including signs and laying of carpet. This does not apply to the unpacking and placement of your merchandise. You may set up your exhibit display if one person can accomplish the task in less than one-half (1/2) hour without the use of tools. If your exhibit preparation, installation, or dismantling requires more than one-half (1/2) hour, you must use union personnel supplied by the Official Decorating Contractor. As an exhibitor, you will be pleased to know that when union labor is required, you may provide your company personnel to work along with a union installer in Southern California on a one-to-one basis.

Teamster Union

Members of this union claim jurisdiction on the operation of all material handling equipment, all unloading and reloading, and handling of empty containers. An exhibitor may move materials that can be carried by hand, by one person in one trip, without the use of dollies, hand trucks, or other mechanical equipment.

Electrical Union

Members of the IBEW claim jurisdiction for hard wiring ordered outlets to the line side of the exhibitors' equipment and wiring of caps over 120 volts, to the raw cord feeding exhibitors' equipment. All plugs over 120 volts will be plugged in by electrical union personnel. Exhibitors may plug in their own plugs of 120 volts to their ordered outlets.

Gratuities

Our work rules prohibit the SOLICITATION OR ACCEPTANCE of tips in cash, product or gifts in kind by any employee (union or non-union). Our employees are paid appropriate wages denoting professional status, therefore tipping of any kind is not allowed.



Exhibitor Company Name:	Show Name:
Billing Company Name:	Show Dates: / / To / /
Billing Company Address:	Incentive Order Deadline: 14 Days Prior to 1st Day of Show Move-in
City, State / Country, Zip:	Booth / Room #:
Contact Name:	Phone Number: () -
Contact Email:	Cell Number: () -
On-Site Contact:	On-Site Number: () -

When your order is processed, you will receive an email with a link to Smart City Networks payment portal. Payment in full is required prior to the event.

With execution of this document the Customer hereby authorizes Smart City to provide services as requested herein, is authorized to request such services and acknowledges full and complete understanding of the Terms and Conditions and Attachments.

View complete Terms & Conditions at: orders.smartcitynetworks.com/tc.aspx?center=099

Print Authorized Name Accepting Terms and Conditions:	Authorized Signature Accepting Terms & Conditions:
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Dedicated Wired Internet Routers Allowed Connection speeds of 3Mbps and up Required for: <ul style="list-style-type: none"> • Web Casting • HD Streaming • Routers(wired or wireless) Includes 5 Static Public IP Addresses	Broadband Wired Internet No Wired or Wireless Routers Connection speeds 1.5mbps Burstable to 3mbps, DHCP Recommended for: <ul style="list-style-type: none"> • Internet Applications • Social Media • Multi Media Downloads Includes 1 Private IP Address
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Wireless services are NOT included on this form – please contact us for specific rates.

ORDER ONLINE: orders.smartcitynetworks.com/ordering.aspx

*****Incentive rate applies to orders received with payment 14 days prior to 1st day of show move-in*****

1. Internet Services – Routers Prohibited	QTY	Incentive	Base	On-Site	Total
a. Broadband Internet Service		\$895	\$1,140	\$1,368	
b. Additional Device for Broadband Service, Per Device Up to 4		\$185	\$220	\$255	
If you require 6 or more devices – Please call (888) 446-6911.					
2. Dedicated Internet Services – Routers Supported					
a. Dedicated 3Mbps		\$3,495	\$4,370	\$5,244	
b. Dedicated 6Mbps		\$5,900	\$7,375	\$8,850	
c. Dedicated 10Mbps		\$7,850	\$9,810	\$11,772	
d. Upgrade to 29 Public Static IP Addresses		\$995	\$1,194	\$1,433	
Higher Bandwidth Services Available – Please call (888) 446-6911 for quote.					
3. Internet Equipment & Labor					
a. Switch Rental – up to 24 ports		\$185	\$225	\$270	
b. Patch Cable (up to 50') – Cat5e		\$50	\$62	\$74	
c. Labor / Floor Work – Fee Per Hour		\$125	\$125	\$125	
4. Voice Services: PBX Service – Domestic LD Included					
a. Single Line – <input type="checkbox"/> Instrument, <input type="checkbox"/> Non Dial 9, <input type="checkbox"/> Int'l LD		\$275	\$345	\$414	
b. Multi-line Phone w/ 1 main number & 1 rollover line		\$415	\$520	\$624	
c. Speaker Phone Line w/ Polycom Instrument		\$465	\$575	\$690	
5. Special Quote – Attachment A or Statement of Work (if applicable)					
6. Distance Fee of \$500 Internet / \$100 Telephone for each line outside the convention venue x (number of lines)					
For Cable TV Service & extension of 3rd party data circuits (ISDN, DSL, T-1, DS3, Ethernet) please call for quote.					
					SUBTOTAL
Make Checks Payable to SMART CITY NETWORKS Send Completed Orders with Payment to: 5795 W. Badura Avenue, Suite 110 Las Vegas, NV 89118 (888) 446-6911 FAX (702) 943-6001 csr@smartcity.com					ESTIMATED 10% TAX / FEES
					GRAND TOTAL

INTERNET - NETWORK / TELEPHONE SERVICE CONTRACT

Effective January 1, 2018 – December 31, 2018	Customer No: 2018 - 025 -
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Network Security Declaration

Center: San Diego CC (025) - CA

Company Name: _____

Show: _____

Booth / Room #: _____

Customer / Ref #: 2018 - 025 -

The Network Security Policy implemented for this Facility requires Customer(s) adherence to several necessary precautions in order for Smart City to maintain a healthy, viable network for all Customers. This declaration of compliance with the security requirements as noted herein is an acknowledgement of Smart City's filtering policies and must be completed, signed by an authorized Customer representative and mailed or faxed to Smart City prior to the requested network service(s) being activated for Customer's usage.

Network Security Policy:

Smart City requires that all devices directly or indirectly accessing Smart City's network(s) have the latest virus scan software, Windows® security updates, system patches, and any other technological precautions necessary to protect the Customer(s) and others from viruses, malicious programs, and other disruptive applications. Any device(s) which adversely impacts Smart City's network(s) may cause service interruptions to Customer(s) which can lead to disconnection of the Customer's equipment from the network(s), with or without prior notice at Smart City's sole discretion. The device(s) in question will remain disconnected until all issues are adequately resolved. All charges will apply and no refunds will be given. Additional charges may apply for trouble diagnosis and / or problem resolution.

Smart City has implemented filtering policies on all Internet routers. These filters block all inbound Internet Control Message Protocol (ICMP) -- Ping, Traceroute, etc. -- destined to any Smart City Network(s). Smart City understands that Ping and Traceroute are valuable troubleshooting tools; therefore Smart City's Policy does allow ICMP (Ping & Traceroute) packets sourced from any Smart City network(s).

Further, to avoid infection by common Internet worms (Nachi, MSBlaster, LoveSAN, etc.), Smart City has implemented similar filters on the following TCP and UDP port numbers: UDP – 137, 138, 402, 1434 and TCP – 135, 139, 402, 445, 4444.

Customers requiring inbound or outbound access to any of the filtered ports, should contact a Smart City customer service representative in advance of the event with details of the specific requirements so that Smart City may consider the potential of a customized alternative.

Each Customer's business is important to Smart City and with advanced and timely notification of a Customer's needs we are confident that we can provide network services that perform as expected for all clients.

***** Please inform all show site personnel about the importance of Smart City's Network Security compliance issues *****

***** Services are activated after Smart City is in receipt of this signed declaration of compliance with our network security requirements *****

Device(s) Operating System: _____ Total # of Devices Connecting to Smart City's Network: _____

Type of Anti-Virus Software Installed: Norton McAfee Other: _____

Virus Scan Last Updated - Date: ____/____/____ Security Updates Last Performed - Date: ____/____/____

Are You Renting Computers? Yes No Rental Company Name: _____

Rental Company Contact: _____ Contact Number: _____

With execution of this document the Customer hereby attests that Customer provided equipment, which will be connected to Smart City's network(s) at the above noted Facility and Show / Event has been properly protected, contains anti-virus software, and the latest patches and security updates have been installed. Customer(s) also accepts the responsibility for the performance of Customer's equipment and understands the conditions placed on service delivery by this document as well as the potential that additional charges may be incurred should Customer's equipment be found to adversely impact Smart City's network(s) performance. The Customer acknowledges that this Network Security Declaration is part of the Customer Contract allowing Smart City to provide requested service(s) and is subject to change without notice.

Signature _____

Date _____

Printed Name _____

Title _____



ORDER INSTRUCTIONS

Advance Payment Deadline Date: 05/11/18



The Power People

ELECTRICAL EXHIBITION SERVICES

1844 Imperial Ave., San Diego, CA 92102
Phone: (619) 696-6625 Fax: (619) 696-7762
sandiego@edlen.com

EXHIBITOR:		BTH #	
EVENT:	ROCK N ROLL MARATHON HEALTH & FITNESS EXPO		
FACILITY:	SAN DIEGO CONVENTION CENTER		
DATES:	JUNE 1-2, 2018	EVENT #068003SD	

FOR YOUR CONVENIENCE PLACE YOUR ORDER ONLINE AT WWW.EDLEN.COM

COMPLETE THE STEPS BELOW TO PLACE UTILITY ORDERS

Step 1 Complete the Method of Payment

This form must be completed and returned with the order forms below.

Step 2 Complete Utility Order Forms as Required

A. Electrical Order

Step 3 Review Electrical Labor Instructions

This form will help you determine if you require electrical labor in your booth.

- A. What electrical work in your booth space needs to be performed by Edlen Electricians.
- B. How power is delivered to your booth in the facility (from the floor or ceiling).
- C. What other forms are required in order to schedule and pre-pay your estimated labor cost.

Step 4 Complete Additional Labor Forms as Required

Forms include the following:

A. Electrical Distribution

This form is used for the distribution of power on the floor in your booth space. The form should be completed by all island booths. Inline and peninsula booths need to provide this information only if power is required at any location other than the rear of the booth space.

Step 5 Complete the Electrical & Plumbing Layout Forms (if applicable)

All island booths must return an electrical layout and plumbing layout (if applicable) indicating a main distribution point as well as any other locations requiring power or plumbing services. Inline and peninsula booths need to return an electrical layout only if power is needed at any other location than the rear of the booth.

METHOD OF PAYMENT

Advance Payment Deadline Date: 05/11/18



The Power People

ELECTRICAL EXHIBITION SERVICES

1844 Imperial Ave., San Diego, CA 92102
 Phone: (619) 696-6625 Fax: (619) 696-7762
 sandiego@edlen.com

EXHIBITOR:		BTH #	
EVENT:	ROCK N ROLL MARATHON HEALTH & FITNESS EXPO		
FACILITY:	SAN DIEGO CONVENTION CENTER		
DATES:	JUNE 1-2, 2018	EVENT #068003SD	

FINANCIALLY RESPONSIBLE COMPANY

COMPANY NAME:		PHONE:	
ADDRESS:		FAX:	
CITY:	ST:	ZIP:	
COUNTRY:	CELL #:		
EMAIL:			

METHOD OF PAYMENT

All transactions require a credit card on file with proper authorization. In addition to checks, Edlen also accepts American Express, Mastercard, Visa, Discover, ACH and Wire Transfers. Indicate form of payment below.

ACH ELECTRONIC PAYMENT TRANSFER

Wells Fargo ABA# 121000248 Acct: 4122636046
 3800 Howard Hughes Parkway, Las Vegas, NV 89169
 Phone: 800.289.3557

Please note the financial institution MUST be based in the US. In order to avoid a transfer fee, you must notify the financial institution that you wish to make an ACH electronic payment transfer.

BANK WIRE TRANSFER INFORMATION *

Bank transfer to Wells Fargo
Wire Transfer:
 ABA#: 121000248 Acct: 4122636046
International Wire Transfer:
 Swift Code: WFBUS6S Acct: 4122636046

* Please reference the Event # listed above and your Booth # on all electronic payments.

*** \$50 processing fee MUST be included with transfer.**

CREDIT CARD

For your convenience, we will use this authorization to charge any remaining balances on your account prior to event closing. A copy of final charges will be sent to the email address provided in the payment information section.

VISA MASTERCARD AMEX DISCOVER

COMPANY CHECK

Make check payable to: Edlen Electrical. All foreign checks must be drawn on U.S. Banks only. Check must be received before the deadline date and you must include a credit card as a guarantee. Please reference the Event # listed above on your remittance.

CHECK AND CREDIT CARD INFORMATION

COMPANY NAME:													
CHECK #:													
CREDIT CARD NUMBER:										EXP DATE:			
CARD HOLDER SIGN:							PRINT NAME:						
EMAIL:													
THIRD PARTY PAYMENT? YES or NO													

CREDIT CARD ADDRESS INFORMATION IF DIFFERENT THAN INFORMATION ABOVE

ADDRESS:	CITY:	ST:	ZIP:
----------	-------	-----	------

SERVICE TOTALS

1. BANK WIRE TRANSFER PROCESSING FEE	
2. ELECTRICAL ORDER	
3. ESTIMATED LABOR	
4. LIGHTING ORDER	
5. PLUMBING ORDER	
TOTAL DUE	

AUTHORIZATION

AUTHORIZED SIGNATURE ABOVE	
PRINT NAME ABOVE	TODAY'S DATE ABOVE

By signing and placing this order, I accept all payment policies and the terms and conditions outlined on all completed service order forms.

ELECTRICAL ORDER



The Power People

ELECTRICAL EXHIBITION SERVICES

1844 Imperial Ave., San Diego, CA 92102
 Phone: (619) 696-6625 Fax: (619) 696-7762
 sandiego@edlen.com

E M

Advance Payment Deadline Date: 05/11/18

EXHIBITOR:		BTH #	
EVENT:	ROCK N ROLL MARATHON HEALTH & FITNESS EXPO		
FACILITY:	SAN DIEGO CONVENTION CENTER		
DATES:	JUNE 1-2, 2018	EVENT #	068003SD

FOR YOUR CONVENIENCE PLACE YOUR ORDER ONLINE AT WWW.EDLEN.COM

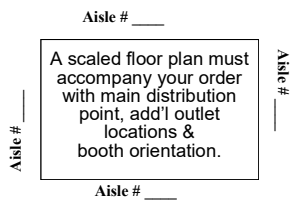
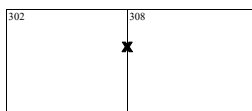
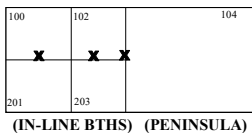
ORDER INSTRUCTIONS	ELECTRICAL OUTLETS <small>Approximately 120V/208V A.C. 60 Cycle - Prices are for Entire Event</small>					
<p>INLINE AND PENINSULA DELIVERY</p> <p>The cost of 120-Volt outlets includes delivery to one location at the rear of inline or peninsula booths. If you require the outlet(s) to be distributed to any other location(s), material and labor charges apply. There is a minimum charge of (1) hour for installation and (1/2) hour for removal. Complete and return the Electrical Distribution Form along with a floor plan layout of your booth space indicating outlet location(s).</p>	120 VOLT	QTY Show Hours	QTY 24hrs/day Double rate	ADVANCE PAYMENT PRICE	REGULAR PAYMENT PRICE	TOTAL COST
	500 WATTS (5 AMPS)	_____	_____	125.00	188.00	_____
	1000 WATTS (10 AMPS)	_____	_____	227.00	341.00	_____
	1500 WATTS (15 AMPS)	_____	_____	268.00	402.00	_____
	2000 WATTS (20 AMPS)	_____	_____	292.00	438.00	_____
<p>ISLAND BOOTH DELIVERY ONE LOCATION</p> <p>Island booths that only need power delivered to one location incur (1) hour labor charge for installation & removal. Return a floor plan layout of your booth space indicating the outlet location with measurements and orientation.</p>	MISC. REQUIREMENTS					
<p>ISLAND BOOTH DELIVERY MULTIPLE LOCATIONS</p> <p>Island booths that require power to be delivered to multiple locations within their booth space incur a minimum (1) hour labor charge for installation. The removal of this work will be charged a minimum (1/2) hour or (1/2) the total time of installation. Material charges will apply. Return a floor plan layout of your booth space indicating a main distribution point and all outlet locations with measurements and orientation. If a main distribution point is not provided, Edlen will deliver to the most convenient location.</p>	Please call for information on any services you require that are not listed here.					
<p>24 HOUR SERVICES</p> <p>Electricity will be turned on within 30 minutes of show opening and off within 30 minutes of show closing, show days only. If you require power at any other time order 24 hour power at double the outlet rate.</p>	120V RENTAL MATERIAL (Must Pick up Items at Onsite Exhibitor Service Center)					
	15' EXTENSION CORD	_____	_____	26.00	26.00	_____
	POWER STRIP	_____	_____	26.00	26.00	_____
<p>CANCELLATIONS</p> <p>Credits will not be issued for services delivered and not used. See #13, 19 & 20 on back of form for additional details.</p>	TRANSFER TOTAL TO BOX #2 ON METHOD OF PAYMENT FORM			TOTAL		
<p>TERMS & CONDITIONS</p> <p>I agree in placing this order that I have accepted Edlen's payment policy and the terms and conditions of the contract.</p>	PRINT NAME:					
	EMAIL:			PHONE:		

TERMS & CONDITIONS

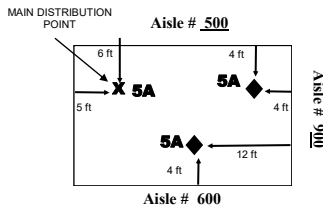
1. Order with payment & floor plan (for island booths or any booth requiring distribution of electrical services) must be received no later than the deadline date on the front of this form for advance payment rates to apply. Orders faxed or mailed without payment and required floor plan will not be guaranteed advance rates. Orders received after the deadline date will be charged at the regular rate. A purchase order or photocopy of a check are not considered valid forms of payment for securing advanced rate.
2. In the event order totals are calculated incorrectly, Edlen reserves the right to make the necessary corrections and charge the corrected amount. Exhibitors will be notified by email or fax of any such corrections.
3. Outlet rates listed include bringing services to one location at the rear of inline and peninsula booths.
4. Outlet rates listed **do not** include the connection of any equipment, special wiring, or distribution of the outlets, to other than the standard locations within the booth space. Distribution to all other locations *regardless of booth type* require labor and is performed on a time and material basis. Exhibitors are invited to contact the local Edlen office to discuss any additional costs that may be incurred.
5. A separate outlet must be ordered for each location where an electrical service is required. 5 amps or 500 watts is the minimum amount of power that can be ordered for any one location. Power must be ordered according to peak amperage ratings.
6. Island Booths - Booths that require power to be delivered to multiple locations within their booth space incur a minimum (1) hour labor charge for installation. The removal of this work will be charged a minimum (1/2) hour or (1/2) the total time of installation. Material charges will apply. Return a floor plan layout of your booth space indicating a main distribution point and all outlet locations with measurements and orientation. If a main distribution point is not provided, Edlen will deliver to the most convenient location.
7. There is a total (1) hour or (1/2) hour installation and (1/2) hour removal charge for Island Booths that require delivery to one location.
8. Labor rates are based on current wage scales and are subject to change in the event of a wage increase after rates have been published. A minimum charge of (1/2) hour labor will apply for all installation work. The removal of this work will be charged a minimum of 1/2 hour or 1/2 the total time of installation, plus material.
9. For a dedicated outlet, order a 20 amp outlet.
10. In the event 1000 watt overhead quartz lights cannot be mounted to existing catwalks in the convention hall, lift and labor charges will apply. Please contact our local office to discuss any additional charges.
11. Edlen employees are authorized to cut floor coverings when essential for installation of services unless otherwise directed.
12. Edlen is the exclusive provider of all material and equipment used in the distribution of temporary electrical services throughout the exhibit hall including the exhibitor booth space. This material is provided on a rental basis ONLY and remains the property of Edlen. It shall be removed only by Edlen employees.
13. Any extension cords or power strips ordered on the front of this form should be picked up at the Exhibitor Service Center. Credit will not be issued for unused items.
14. Standard wall and other permanent building utility outlets or sockets are not part of a booth space and may not be used by exhibitors unless electrical services have been ordered through Edlen.
15. All equipment regardless of source of power, must comply with federal, state and local codes. Edlen reserves the right to inspect all electrical devices and connections to ensure compliance with all codes, for which labor charges can be incurred. Edlen is required to refuse connections where the Exhibitor wiring or equipment is not in accordance with electrical codes.
16. All electrical equipment must be properly tagged and wired with complete information as to the type of current, voltage, phase, cycle, horsepower, etc., required for operation.
17. All Exhibitors' cords must be a minimum of 14 gauge, 3 wire and grounded. Two (2) wire extension cords are not allowed. All exposed, non-current carrying metal parts of fixed equipment which are liable to be energized, shall be grounded.
18. Payment in full must be rendered during the event. Exhibitors ARE NOT billed for services provided. Services may be interrupted if payment is not received.
19. Credit will not be given for services installed and not used. All orders are subject to a 25% cancellation fee if cancelled in writing & received by Edlen within 14 calendar days prior to show opening. Except sales tax, Edlen will not refund overpayment in amounts less than \$50.00 unless specifically requested in writing.
20. Claims will not be considered or adjustments made unless filed in writing by Exhibitor prior to the close of the event.
21. Exhibitor holds Edlen harmless for any and all losses of power beyond Edlen's control, including, but not limited to, losses due to utility company failure, permanent power distribution failure, power failure caused by vandalism, faulty Exhibitor equipment or overloads caused by Exhibitor.
22. It is agreed that in the event it becomes necessary to turn this matter over to an attorney for collection, or to file a lien, or foreclosure, or otherwise, Exhibitor will pay Edlen its attorney fees or applicable agency fees.
23. A service charge of 1.5% per month on any unpaid balances will be assessed starting 10 days after date of invoice. A \$25.00 service charge will be assessed for all returned checks and credit cards. Exhibitor agrees to reimburse Edlen for all applicable rental taxes.
24. By signing this and/or the Method of Payment form, exhibitor hereby agrees to all terms and conditions on this order form.

COMMONLY ASKED QUESTIONS - WHERE WILL MY OUTLET BE LOCATED?

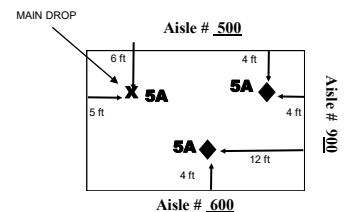
Outlets are located as depicted below for inline & peninsula booths. All other locations require labor on a time & material basis. Exhibitors with hard wall booths must make arrangements with Edlen to bring power inside the booth on a time and material basis.



ISLAND BOOTHS



EXAMPLE-FLOOR POWER



EXAMPLE-CEILING POWER

**FOR OTHER COMMONLY ASKED QUESTIONS VISIT OUR WEBSITE @ WWW.EDLEN.COM
OR CALL THE NUMBER ON THE FRONT OF THIS FORM**

ELECTRICAL LABOR INSTRUCTIONS

Advance Payment Deadline Date: 05/11/18



The Power People

ELECTRICAL EXHIBITION SERVICES
1844 Imperial Ave., San Diego, CA 92102
Phone: (619) 696-6625 Fax: (619) 696-7762
sandiego@edlen.com

EXHIBITOR:		BTH #	
EVENT:	ROCK N ROLL MARATHON HEALTH & FITNESS EXPO		
FACILITY:	SAN DIEGO CONVENTION CENTER		
DATES:	JUNE 1-2, 2018	EVENT #068003SD	

LABOR ORDERING INSTRUCTIONS

Step 1 Review Jurisdiction Information Below

The work outlined under Electrical Jurisdiction below must be performed by Edlen Electricians and cannot be performed by any other union or I&D House. Determine the type of work required in your booth space and complete the corresponding labor forms. The Power Delivery section indicates if power typically comes from the ceiling or the floor which may impact your booth layout.

Step 2 Complete the Appropriate Form

There is a different form utilized to schedule labor in your booth space. This allows exhibitors to pre-pay the estimated labor cost. This is only an estimate. Final labor and/or lift cost may be greater or less depending on time required and minimum labor charges.

A. Electrical Distribution

This form is used for the distribution of power on the floor in your booth space. This form should be completed for all island booths. Inline and peninsula booths need to provide this information only if power is required at any other location than the rear of the booth space.

Step 3 Return the following forms to Edlen

Electrical Order, Method of Payment, applicable Labor Forms and Electrical Layout.

ELECTRICAL JURISDICTION

WORK REQUIRING EDLEN ELECTRICIANS

1. Delivery of main power line to Island Booths only
2. Electrical distribution under carpet or overhead
3. Connection of all high voltage services
4. Hardwiring of any electrical apparatus
5. Installation of lighting hung from ceiling
6. Assembly & installation of lighting hung from truss
7. Motor, truss, rigging installation and cabling

POWER DELIVERY

Power is typically delivered from the floor in this facility and is brought to one main distribution point. From this point it is distributed to all other locations in the booth space. Depending on the total power requirements an electrical panel may be placed at the main distribution point. Electrical panels utilize a minimum of 1'x1'6" floor space. Please call if you have any concerns.

ELECTRICAL DISTRIBUTION

Advance Payment Deadline Date: 05/11/18



The Power People

ELECTRICAL EXHIBITION SERVICES

1844 Imperial Ave., San Diego, CA 92102
 Phone: (619) 696-6625 Fax: (619) 696-7762
 sandiego@edlen.com

EXHIBITOR:		BTH #	
EVENT:	ROCK N ROLL MARATHON HEALTH & FITNESS EXPO		
FACILITY:	SAN DIEGO CONVENTION CENTER		
DATES:	JUNE 1-2, 2018	EVENT #068003SD	

ELECTRICAL DISTRIBUTION UNDER CARPET

ALL Island booths MUST provide the information below. Inline and peninsula booths need to provide this information ONLY if power is required at any location other than the rear of the booth space. This information allows Edlen the opportunity to expedite move-in by having your power distribution complete prior to your scheduled move-in time. Complete all of the fields below including the "Labor Estimate" Section. Edlen will make every attempt to complete the work prior to your arrival, but it can not be guaranteed.

- Provide an Electrical Layout Form:
 - The electrical layout must indicate each power outlet and its location with exact measurements.
 - The electrical layout must reflect booth orientation. Use surrounding booth or aisle numbers.
 - Identify a main distribution point. Power is delivered to that point and then distributed to other locations. Inline or peninsula booths do not need to provide a main distribution point. Power will be located at the rear of the booth.
 - If power is only required in one location in Island booths, indicate that location with measurements on your electrical layout.
- What date will you begin building your booth?
 - Date: _____ Time: _____
- Will you be utilizing any specialty floor covering other than carpet, such as vinyl or wood?
 - Describe flooring: _____
 - Estimated date and time flooring installation will begin. Date: _____ Time: _____
- Show site supervisor:

Name _____ Cell # _____

Email _____ Company _____
- The exhibitor acknowledges there is a minimum 1 hour labor charge for the distribution of services and 1/2 hour for the removal of services. Island booths that only require power delivered to one location incur a 1 hour installation and removal charge.
- In the event a lift is required to deliver power from the ceiling, or if the exhibitor requests power be delivered from above when it's available on the floor, lift charges will apply for installation and removal. There is a minimum 1 hour installation and 1 hour removal cost for both lift and labor. For safety reasons lifts require a 2 man crew.

LABOR RATES AND HOURS		DISTRIBUTION LABOR ESTIMATE		
Labor Minimums	Enter a minimum of 1 hour for installation and 1/2 hour for removal. For installation labor greater than 1 hour, dismantle is 1/2 the total installation time.	MAN HRS	RATE	TOTAL
Straight Time	Monday - Friday, 8:00 AM - 4:30 PM, except Holidays.	ST	\$120.00	_____
Overtime	Monday - Friday 4:30 PM - 8:00 AM, all day Saturday, Sunday & Holidays.	OT	\$240.00	_____
		LIFT RENTAL		
		HOURS	RATE	TOTAL
		_____	\$250.00	_____
TRANSFER ESTIMATED TOTAL TO BOX #3 ON METHOD OF PAYMENT FORM		ESTIMATED TOTAL		

AUTHORIZATION

PRINT NAME: _____ DATE: _____



Rock'n'Roll

MARATHON & 1 / 2

SAN DIEGO

The San Diego Convention Center Welcomes The Rock n' Roll Marathon

We look forward to assisting you with all of your food & beverage needs during your event scheduled for June 1st-2nd, 2018

Food & Beverage Sampling, Sponsorship, Donated Products?

** Please see the Ice & Water Order Form to help support your give-a ways on page 3*

Centerplate Catering holds the exclusive rights to all food and beverage within the San Diego Convention Center. A corkage fee will apply to all food & beverages not ordered through the San Diego Convention Center. Attached, please find the booth catering policies stating our guidelines for manufacturers and non-manufacturers of the product that is being distributed. Please Contact the catering department for further information.



Avoid the 50.00++ On-Site Order Fee :

**Fax in Your Waiver &/or Ice Order Form to
619-525-5858 by Friday, May 18th , 2018**

**Please Contact Mary Forney at 619-525-5818
or email: mary.forney@visitsandiego.com**

To Download our Complete Booth Catering menu guide please visit
www.visitsandiego.com



Rock 'n' Roll MARATHON & 1/2 SAN DIEGO

BOOTH SAMPLING/WAIVER AUTHORIZATION FORM

Event Name _____ Date(s) _____

EXHIBITOR/EVENT PARTICIPANT

Name _____ Contact _____

Email Address _____

Address _____

City _____ State _____ Zip _____

Phone _____ On-Site Cell # _____

Fax _____

Booth # _____

Item(s) and portions to be distributed _____

Quantity to be distributed _____

Purpose _____

Approved:

_____ Date _____

Booth Catering Manager/F&B Department

Sampling/Waiver fees that apply to this approval: _____

Sampling Support Services

Please contact us at (619) 525-5818 to order Kitchen Prep Time, Equipment, Storage, Staffing, Ice, Bottled Water or other support services required for your sample distribution

Please fax form no later than May 18, 2018:

San Diego Convention Center

111 West Harbor Drive

San Diego, Ca 92101

Food & Beverage Department

Phone: 619-525-5818 Fax: 619-525-5858



Rock'n'Roll

MARATHON & 1/2 SAN DIEGO

ORDER FORM

ICE (40LB) \$30.00++/EA

3 GAL JUG WATER \$35.00++/EA

Plus a \$30 delivery fee (per trip) will be added to each order

To download our complete Booth Catering Menu Guide visit www.visitsandiego.com

Company Name _____ Booth _____

Representative (print name) _____ Title _____

On-site Contact _____ On-Site Cell Number _____ Email _____

Address _____

City _____ State _____ ZIP _____

Telephone # _____ FAX # _____

CC Account # _____ Exp. Date _____ MC/AX/VISA/Diners (circle one)

Cardholder's Name _____ Signature _____

Your signature above signifies approval of all charges to your account

<u>Delivery Date</u>	<u>Time(s)</u>	<u>Quantity</u>	<u>Price</u>	<u>Extended Price</u>
<u>FRI June 1st</u>				
Ice (40lb)	_____	_____	\$30	_____
3 Gal Jug Water	_____	_____	\$35	_____
<u>SAT June 2nd</u>				
Ice (40lb)	_____	_____	\$30	_____
3 Gal Jug Water	_____	_____	\$35	_____
TOTAL DELIVERY FEE (S)			\$30	_____

FAX ORDER FORM TO:

San Diego Convention Center
 111 West Harbor Drive
 San Diego, California 92101
 Food & Beverage Department
 Phone: 619-525-5818 Fax: 619-525-5858
**A \$50.00 LATE FEE WILL APPLY
 TO ORDERS PLACED AFTER May 18, 2018**

SUBTOTAL	\$-----
20% SERVICE CHARGE	\$-----
SUBTOTAL WITH SERVICE CHARGE	\$-----
7.75% CA STATE TAX	\$-----
TOTAL ESTIMATED CHARGES	\$-----



SAN DIEGO CONVENTION CENTER

Term and Conditions/Payment Policy

1. **San Diego Convention Center (SDCC) is the exclusive provider on the Facility property of all Cleaning Services.** This includes but is not limited to Exhibitor Booth Carpet Cleaning/Vacuuming, Booth Hard Floor Cleaning/Mopping/Polishing, Booth Porter Service, Booth Carpet Shampooing and Carpet Spotting within booths, tents and other locations on the Facility property (inside and outside).
 - a. **Exemptions:** Typical wiping/cleaning of booth displays, equipment, fixtures, display cases and ancillary materials is not covered by this policy and may be accomplished by Exhibitor Appointed Contractors ("EAC") or General Service Contractors ("GSC").
2. **Discount Price** applies when a completed order with payment is received no later than 14 days prior to the first day of show move-in. **On-Line orders placed within 14 days of move-in or on-site after show move-in will be priced at the on-site rate.**
3. **Conditions for processing service order form for on-time service:** (a) Full payment for service (s) must be made at time of order. (b) Booth number(s) must be identified at time of order. (c) Orders for requested service must be completed on-line or at the service desk. Late orders/changes will be accomplished after all other orders are completed. There is no guarantee of service if an order is placed within one (1) hour of the initial show opening. If a delinquent order is placed within one (1) hour of initial show opening, all efforts will be made to accomplish the request, but if the work request can't be accomplished then the fee is not applicable. Incomplete orders will delay processing, please provide all information requested.
4. Exhibitor has the sole responsibility to ensure that any sheet plastic protective floor covering placed by an EAC or GSC over carpet or hard flooring in the booth is removed in a timely manner to facilitate Cleaning Services. For purposes of this section timely will constitute a minimum of four (4) hours before initial show opening.
5. Cancellation Policy: Due to material and labor costs, orders cancelled before move-in begins will be charged **50%** of original price. Similarly, orders cancelled after move in will be charged **100%**.
6. Service problems must be reported to the SDCC service desk. Service problems will not be considered unless filed by Customer prior to the close of the show.
7. Credit will not be given for services already completed.
8. Order form prices are based upon current rates and are subject to change without notice.
9. SDCC accepts payments in US dollars with the following Credit Cards; (AmEx, MasterCard, Visa).
10. Any refunds due in the amount of \$10.00 or less will not be refunded.

LIMITATION OF LIABILITY

Limited Warranty. SDCC warrants that: (a) it has the right to exclusively provide all Cleaning Services ("the Services"). In the event that the Services are not performed in accordance with this warranty you agree to inform SDCC of such fact, by written notice prior to close of the Show/Event, and, as Customer's sole and exclusive remedy, SDCC will either: (a) replace the Services to correct any defects in performance without any additional charges to you, or (b) in the event that such replacement cannot be done within a reasonable time, terminate the Customer Contract and provide you with a pro rata refund of the fees paid to SDCC for the services hereunder with respect to such calendar year.

The foregoing warranties will not apply to the extent that: (a) the cause of the breach of warranty is due to any other cause outside of SDCC's sole and reasonable control.

DISCLAIMER OF WARRANTY. THE FOREGOING CONSTITUTE SDCC'S ONLY WARRANTIES WITH RESPECT TO THE PERFORMANCE OR NONPERFORMANCE OF THE SERVICES WHICH ARE OTHERWISE PROVIDED ON AN "AS IS" AND "AS AVAILABLE" BASIS. THE FOREGOING LIMITED WARRANTIES ARE IN LIEU OF, AND SDCC HEREBY EXPRESSLY DISCLAIMS ALL OTHER WARRANTIES, EXPRESSED OR IMPLIED, EXCLUDING WITHOUT LIMITATION, WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

Indemnification.

Customer agrees to indemnify, defend, and hold harmless SDCC, The City of San Diego, The San Diego Unified Port District and its current and former employees and agents, and defend any action brought against same with respect to any claim, demand, cause of action, debt or liability (including reasonable attorney's fees) brought by a third party arising out of, or in connection with a breach of Customer's representations, warranties, covenants and agreements set forth in the Customer Contract to the extent attributable to Customer's negligence or willful misconduct.

In claiming any indemnification hereunder, The SDCC shall promptly provide Customer with written notice of any claim which SDCC believes falls within the scope of the foregoing paragraphs. Customer may, at its own expense, assist in the defense if it so chooses, provided that SDCC may, if it elects, control such defense and all negotiations relative to the settlement of any such claim and further provided that any settlement intended to bind SDCC shall not be final without SDCC's written consent, which shall not be unreasonably withheld.

The terms of these provisions shall survive the expiration or termination of the Customer Contract.

LIMITATION OF LIABILITY. EXCEPT FOR SDCC'S WILLFUL MISCONDUCT OR GROSS NEGLIGENCE, CUSTOMER AGREES THAT UNDER NO CIRCUMSTANCES IS SDCC LIABLE TO CUSTOMER FOR ANY INDIRECT, INCIDENTAL, SPECIAL, PUNITIVE OR CONSEQUENTIAL DAMAGES OR LOST PROFITS ARISING OUT OF THE CHEMICALS APPLIED OR SERVICES PROVIDED UNDER THIS AGREEMENT EVEN IF SDCC HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. IN ANY EVENT, CUSTOMERS' EXCLUSIVE REMEDY AND SDCC'S ENTIRE LIABILITY TO CUSTOMER FOR ANY REASON UPON ANY CAUSE OF ACTION ARISING OUT OF THE SERVICES OF UNDER THIS AGREEMENT SHALL BE THE AMOUNT ACTUALLY PAID BY CUSTOMER TO SDCC WITH RESPECT TO THOSE DEFICIENT SERVICES.

THE FOREGOING LIMITATION IS A FUNDAMENTAL PART OF THE BASIS OF THE BARGAIN HEREUNDER AND IS INTENDED TO APPLY WITHOUT REGARD TO WHETHER OTHER PROVISIONS OF THIS AGREEMENT HAVE BEEN BREACHED OR HAVE BEEN HELD TO BE INVALID OR INEFFECTIVE.

NO ACTION, REGARDLESS OF FORM, ARISING OUT OF OR RELATED TO THE USE OF THE SERVICES PURSUANT TO THIS AGREEMENT MAY BE BROUGHT BY YOU MORE THAN 12 MONTHS AFTER THE CAUSE OF ACTION FIRST AROSE.



EXHIBITOR CLEANING INFORMATION

SHOW & CONTACT INFORMATION

Orders processed online at: <https://boothcleaning.sdccc.org>

Phone: 619.525.5468 | Email: boothcleaning@visitsandiego.com

Show: _____ Discount Deadline: _____

PRICE LIST

The San Diego Convention Center Corporation (SDCCC) is the exclusive cleaning contractor. Exhibitor Appointed Contractors (EAC's) are not permitted to provide this service. Discount available for services ordered fourteen (14) days before first day of move in. Cost of Cleaning Services will be invoiced on the total area of your booth. Due to material and labor costs, orders cancelled before move-in will be charged 50% of original price. Similarly, orders cancelled after move-in will be charged 100%.

Description	Discount Price	Regular Price
Vacuum Per Day (per sq. ft. per day)	\$0.44	\$0.66
Porter Service: SDCCC will empty wastebaskets and sweep floor debris on two (2) hour intervals (show hours only), vacuuming not included. All exhibitors that have ordered booth catering are required to order porter service. Calculated by total booth size.		
0-500 sq. ft. booth size	\$110.00	\$144.00
501-1500 sq. ft. booth size	\$121.00	\$174.00
1501-3000 sq. ft. booth size	\$145.00	\$209.00
Porter Service Labor: Continuous labor presence in booth charged at an hourly rate. The minimum charge for labor is four (4) hours per worker per day. Labor thereafter is charged in half (1/2) hour increments.		
Continuous labor	\$52.00	\$74.88

Additional services can be ordered at the service desk on the first day of exhibitor move-in.

To avoid any misunderstanding regarding these services, please bring any discrepancies to our attention at the Service Desk. SDCCC will be unable to adjust invoices after the close of the show.

TRADE SHOW FURNISHINGS

Product Guide



Featuring:

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

© 2017 CORT. A Berkshire Hathaway Company.





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

S. CALIFORNIA DISTRICT
 SERVICE AREA: CA (SW), HI
 CORT Trade Show Furnishings
 1170 N. Anaheim Blvd.
 Anaheim, CA 92801
 714-517-7400
Please email both pages to:
 TAnaheim@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 opening?	Late Order Fee:
State Tax: (excluding NV, CA & OR)	
TOTAL DUE:	
Credit Card:	
Exp Date:	CVV: ****6]]b[]N]d'7cXY.
Name (Print):	
Signature:	

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	2018	TOTAL
POWERED					
BNQTL7		Center Cone, Powered	White Vinyl	\$ 559	
ADAPT B		Charging Adapter	Black	\$ 20	
ADAPT W		Charging Adapter	White	\$ 20	
BNQ417		Full Banquette, Powered	White Vinyl	\$ 1,775	
G30DWP		G30 Café Table, Powered	White Top	\$ 471	
NPLCHP		Naples Chair, Powered	Black Vinyl	\$ 495	
NPLLOP		Naples Loveseat, Powered	Black Vinyl	\$ 645	
NPLSOP		Naples Sofa, Powered	Black Vinyl	\$ 785	
PWRUSB		Powered Table Module	Black	\$ 59	
CHRPWR		Roma Chair, Powered	White Vinyl	\$ 499	
SFAPWR		Roma Sofa, Powered	White Vinyl	\$ 799	
C1YP		Sydney Cocktail Table, Powered	Black, Brushed Steel	\$ 284	
C1WP		Sydney Cocktail Table, Powered	White, Brushed Steel	\$ 284	
VNTBLK		Ventura Bar Table, Powered	Black Top, Silver Frame	\$ 595	
VNTWHT		Ventura Bar Table, Powered	White Top, Silver Frame	\$ 595	
<i>Additional Powered Products Under Office & Product Display on Pg 2</i>					
SOFT SEATING COLLECTIONS					
CHR002		Allegro Chair	Blue Fabric	\$ 390	
SFA002		Allegro Sofa	Blue Fabric	\$ 557	
BCHWHT		Baja Chair	White Vinyl	\$ 422	
BLVWHT		Baja Loveseat	White Vinyl	\$ 618	
FAIRCW		Fairfax Chair	White Vinyl, Brushed Metal	\$ 273	
FAIRSW		Fairfax Sofa	White Vinyl, Brushed Metal	\$ 385	
HOPCH		Hopi Chair	Gray Linen	\$ 184	
HOPLV		Hopi Loveseat	Gray Linen	\$ 288	
KEYCHR		Key Largo Chair	Black, Fabric	\$ 247	
KEYLOV		Key Largo Loveseat	Black, Fabric	\$ 290	
KEYSOF		Key Largo Sofa	Black, Fabric	\$ 381	
MNCHCH		Munich Armless Chair	Gray Fabric	\$ 350	
MNCHLV		Munich Armless Loveseat	Gray Fabric	\$ 622	
MNCHCC		Munich Corner Chair	Gray Fabric	\$ 424	
MNCHSC		Munich Sectional, 3 Pc.	Gray Fabric	\$ 1,396	
NPLCHR		Naples Chair	Black Vinyl	\$ 465	
NPLLOV		Naples Loveseat	Black Vinyl	\$ 557	
NPLSOF		Naples Sofa	Black Vinyl	\$ 666	
SO2		South Beach Sectional	Platinum Suede, 3 Pieces	\$ 1,267	
SO1		South Beach Sofa	Platinum Suede	\$ 530	
TANCHR		Tangiers Chair	Beige Textured	\$ 325	
TANLOV		Tangiers Loveseat	Beige Textured	\$ 520	
TANSOF		Tangiers Sofa	Beige Textured	\$ 525	
ACCENT CHAIRS					
OCB		Key West Chair	Black	\$ 318	
LABREA		La Brea Swivel Chair	Charcoal Gray, Fabric	\$ 330	
MADGRY		Madden Arm Chair	Light Gray, Vinyl	\$ 330	
OCH		Madrid Chair	Black	\$ 514	
BCW		Madrid Chair	White	\$ 514	
SWAN		Swanson Swivel Chair	White Vinyl	\$ 286	

CODE	QTY	ITEM	DESCRIPTION	2018	TOTAL
MEETING CHAIRS					
OCMESP		Meeting Chair	Espresso	\$ 220	
OCMTAU		Meeting Chair	Taupe Fabric	\$ 220	
OCMWHT		Meeting Chair	White Vinyl	\$ 220	
GROUP SEATING					
XC6		Altura Guest Chair	Black Crepe	\$ 246	
CS8		Berlin Chair	Black, White	\$ 98	
CS9		Berlin Chair	Red, White	\$ 98	
SC3		Brewer Chair	Onyx, Black	\$ 135	
XCHR		Christopher Chair	White Vinyl, Chrome	\$ 87	
DUET		Duet Stack Chair	Black, Chrome	\$ 55	
LMCHR		Laguna Chair	Maple, Chrome	\$ 111	
MALGRY		Malba Chair	Gray	\$ 85	
MALGRN		Malba Chair	Green	\$ 85	
SC10		Razor Armless Chair	White	\$ 67	
RSTDIN		Rustique Chair w/ arms	Gunmetal	\$ 116	
CS4		Syntax Chair	Black, Chrome	\$ 160	
CH002		Wendy Chair	Clear Acrylic	\$ 92	
ZENCHR		Zenith Chair	White, Chrome	\$ 129	
OTTOMANS					
BVLYBK		Beverly Bench Ottoman	Black Vinyl	\$ 303	
BVLYBN		Beverly Bench Ottoman	Brown Fabric	\$ 303	
BVLYGR		Beverly Bench Ottoman	Gray Fabric	\$ 303	
BVLYLN		Beverly Bench Ottoman	Linen Fabric	\$ 303	
BVLYOB		Beverly Bench Ottoman	Ocean Blue Fabric	\$ 303	
BVLYRD		Beverly Bench Ottoman	Red Fabric	\$ 303	
BVLYWH		Beverly Bench Ottoman	White Vinyl	\$ 303	
CUBL20		Edge LED Cube Ottoman	White, Plastic	\$ 145	
END01B		Endless Curved Ottoman	Black	\$ 333	
END01W		Endless Curved Ottoman	White	\$ 333	
END02B		Endless Square Ottoman	Black	\$ 285	
END02W		Endless Square Ottoman	White	\$ 285	
WHT12		Half Bench Ottoman	White Vinyl	\$ 290	
MAR010		Marche Swivel Ottoman	Blue Fabric	\$ 147	
MAR002		Marche Swivel Ottoman	Gray Fabric	\$ 147	
MAR003		Marche Swivel Ottoman	Linen Fabric	\$ 147	
MAR008		Marche Swivel Ottoman	Meadow Green	\$ 147	
MAR009		Marche Swivel Ottoman	Pear Yellow Fabric	\$ 147	
MAR007		Marche Swivel Ottoman	Plum Fabric	\$ 147	
MAR004		Marche Swivel Ottoman	Raspberry Fabric	\$ 147	
MAR005		Marche Swivel Ottoman	Red Fabric	\$ 147	
MAR006		Marche Swivel Ottoman	Rose Quartz Fabric	\$ 147	
MAR001		Marche Swivel Ottoman	White Vinyl	\$ 147	
BNQR17		Ottoman Ring	White Vinyl	\$ 1,365	
BNQ7		Quarter Curve Ottoman	White Vinyl	\$ 381	
<i>Additional Ottomans On Pg 2</i>					

SHOW NAME:					BOOTH:						
CODE	QTY	ITEM	DESCRIPTION	2018	TOTAL	CODE	QTY	ITEM	DESCRIPTION	2018	TOTAL
OTTOMANS (continued)						BARSTOOLS					
SAL		Sally Stool/Ottoman	White	\$	74	APS08		Apex Barstool	Black Vinyl	\$	177
OTS		South Beach Wedge Ottoman	Platinum Suede	\$	252	APS12		Apex Barstool	Blue Ultra Suede	\$	177
VIB07		Vibe Cube Ottoman	Beige Vinyl	\$	108	APS59		Apex Barstool	Red Vinyl	\$	177
VIB10		Vibe Cube Ottoman	Black Vinyl	\$	108	APS75		Apex Barstool	White Vinyl	\$	177
VIB02		Vibe Cube Ottoman	Blue Vinyl	\$	108	BSS		Banana Barstool	Black, Chrome	\$	197
VIB06		Vibe Cube Ottoman	Gold/Bronze Vinyl	\$	108	BST		Banana Barstool	White, Chrome	\$	197
VIB01		Vibe Cube Ottoman	Green Vinyl	\$	108	XBAR		Christopher Barstool	White Vinyl, Chrome	\$	153
VIB08		Vibe Cube Ottoman	Orange Vinyl	\$	108	LMBAR		Laguna Barstool	Maple, Chrome	\$	140
VIB03		Vibe Cube Ottoman	Pink Vinyl	\$	108	ROLLBL		Lift Barstool	Black Vinyl	\$	170
VIB13		Vibe Cube Ottoman	Purple Vinyl	\$	108	ROLLGY		Lift Barstool	Gray Vinyl	\$	170
VIB04		Vibe Cube Ottoman	Red Vinyl	\$	108	ROLLRD		Lift Barstool	Red Vinyl	\$	170
VIB12		Vibe Cube Ottoman	Silver Vinyl	\$	108	ROLLWH		Lift Barstool	White Vinyl	\$	170
VIB11		Vibe Cube Ottoman	Steel Blue Vinyl	\$	108	BSD		Oslo Barstool	Blue	\$	209
VIB09		Vibe Cube Ottoman	White Vinyl	\$	108	BSC		Oslo Barstool	White	\$	209
VIB05		Vibe Cube Ottoman	Yellow Vinyl	\$	108	RSTSTL		Rustique Barstool	Gunmetal	\$	106
ACCENT TABLES						CONFERENCE TABLES					
ALC100		Alondra Cocktail Table	Glass, Chrome	\$	259	36ATO		Atomic 36" Round Table	Glass	\$	239
ALC200		Alondra Cocktail Table	Wood, Chrome	\$	259	42ATO		Atomic 42" Round Table	Glass	\$	239
ALE100		Alondra End Table	Glass, Chrome	\$	186	MERLIN		Merlin Multi Use Table	Gray Laminate, Black	\$	275
ALE200		Alondra End Table	Wood, Chrome	\$	186	WD3		Work Table	White Laminate, White	\$	264
AURA		Aura Round Table	White Metal	\$	115	CB8		42" Round Madison Conference Table	Gray Acajou	\$	306
ETBL		E Table	Wood	\$	142	CB1		42" Round Table	Graphite Nebula	\$	306
CUBTBL		Edge LED Cube Table	White, Plastic, Plexi Top	\$	145	CONF42		42" Round Table	White Laminate	\$	306
C1C		Geo Cocktail Table	Glass, Chrome	\$	201	CB2		6' Conference Table	Graphite Nebula	\$	366
C1FWB		Geo Cocktail Table	Wood, Black	\$	227	CT06GR		6' Table	Granite	\$	375
E1C		Geo End Table	Glass, Chrome	\$	197	CB3		8' Conference Table	Graphite Nebula	\$	432
E1FWB		Geo End Table	Wood, Black	\$	197	C508GR		8' Table	Granite	\$	432
COLI		Oliver Cocktail Table	Walnut Finish	\$	191	CT10GR		10' Table	Granite	\$	648
EOLI		Oliver End Table	Walnut Finish	\$	165	CF2		Geo Table, Rectangle	Glass, Black	\$	359
REGBEN		Regis Bench/Table	Brushed Metal	\$	229	CE2		Geo Table, Rectangle	Glass, Chrome	\$	359
REGOTT		Regis End Table	Brushed Metal	\$	164	CF1		Geo Table, Rounded Square	Glass, Black	\$	253
C1E		Silverado Cocktail Table	Glass, Chrome	\$	224	CE1		Geo Table, Rounded Square	Glass, Chrome	\$	253
E1E		Silverado End Table	Glass, Chrome	\$	205	MADC05		Madison 5' Table	Gray Acajou	\$	361
C1Y		Sydney Cocktail Table	Black, Brushed Steel	\$	225	MADC08		Madison 8' Table	Gray Acajou	\$	721
C1W		Sydney Cocktail Table	White, Brushed Steel	\$	225	MADC10		Madison 10' Table	Gray Acajou	\$	721
E1Y		Sydney End Table	Black, Brushed Steel	\$	197	EXECUTIVE CHAIRS					
E1W		Sydney End Table	White, Brushed Steel	\$	197	SY1		Altura Steno Chair	Black Crepe	\$	160
TMBTBL		Timber Table	Wood	\$	137	PROGB		Pro Executive Guest Chair	Black Vinyl	\$	201
CAFÉ TABLES W/ STANDARD BLACK BASE						COMMUNAL TABLES W/ SOLID TOPS					
ZTJ		30" Round Café Table	Graphite Nebula Top	\$	179	VNTBNP		Ventura Communal Bar Table	Black Top, Silver Frame	\$	515
ZTH		30" Round Café Table	Liquid Steel Blue Top	\$	179	VNTMNP		Ventura Communal Bar Table	Maple Top, Silver Frame	\$	515
ZTK		30" Round Café Table	Maple Top	\$	179	G30DMS		G30 Communal Café Table	Maple Top	\$	412
ZTB		30" Round Café Table	Red Top	\$	179	G30DWS		G30 Communal Café Table	White Top	\$	412
ZTG		30" Round Café Table	Silver Textured Top	\$	179	VNTWNP		Ventura Communal Bar Table	White Top, Silver Frame	\$	515
30WH29		30" Round Café Table	White Laminate Top	\$	173	COMMUNAL TABLES W/ GROMMET HOLES					
ZTA		30" Round Madison Café Table	Gray Acajou	\$	171	VNTBMW		Ventura Communal Bar Table	Maple Top, Silver Frame	\$	515
ZTN		36" Round Café Table	Graphite Nebula Top	\$	193	VNTBWW		Ventura Communal Bar Table	White Top, Silver Frame	\$	515
ZTP		36" Round Café Table	Maple Top	\$	193	G30DMM		G30 Communal Café Table	Maple Top	\$	412
ZTQ		36" Round Café Table	White Laminate Top	\$	193	G30DWW		G30 Communal Café Table	White Top	\$	412
CAFÉ TABLES W/ HYDRAULIC BASE						OFFICE & PRODUCT DISPLAY					
30GRHC		30" Round Café Table	Graphite Nebula Top	\$	244	TECH3		3 Drawer File Cabinet on Castors	Black Metal, Laminate	\$	115
30SBHC		30" Round Café Table	Liquid Steel Blue Top	\$	211	CR8		Madison Credenza	Gray Acajou	\$	397
30MTHC		30" Round Café Table	Maple Top	\$	244	JD8		Madison Executive Desk	Gray Acajou	\$	455
30BRHC		30" Round Café Table	Red Top	\$	244	TECH		Tech Desk, Powered	Black Metal, Laminate	\$	363
30STHC		30" Round Café Table	Silver Textured Top	\$	244	TECH3B		Tech Desk, Powered w/ 3 Drawer File Cabinet	Black Metal, Laminate	\$	444
30WHHC		30" Round Café Table	White Laminate Top	\$	244	BC8		Madison Bookcase	Gray Acajou	\$	339
30MAHC		30" Round Madison Café Table	Gray Acajou	\$	232	PSHCCS		Posh Shelving	Chrome, Acrylic	\$	387
36GRHC		36" Round Café Table	Graphite Nebula Top	\$	262	PDL36B		Powered Locking Pedestal, 36"	Black	\$	401
36MTHC		36" Round Café Table	Maple Top	\$	262	PDL36W		Powered Locking Pedestal, 36"	White	\$	401
36WTHC		36" Round Café Table	White Laminate Top	\$	262	PDL42B		Powered Locking Pedestal, 42"	Black	\$	477
BAR TABLES						LAMPS					
RSTSQT		Rustique Square Metal Bar Table	Gunmetal	\$	206	LA15		Mason Floor Lamp	Brushed Silver	\$	175
BAR TABLES W/ STANDARD BLACK BASE						MOBILE TABLE STANDS					
VTJ		30" Round Bar Table	Graphite Nebula Top	\$	196	LA14		Mason Table Lamp	Brushed Silver	\$	114
VTH		30" Round Bar Table	Liquid Steel Blue Top	\$	196	TBSTND		Mobile Tablet Stand	Black	\$	108
VTK		30" Round Bar Table	Maple Top	\$	196	TBSTDW		Mobile Tablet Stand	White	\$	108
VTB		30" Round Bar Table	Red Top	\$	196	TBBCHR		Brochure Holder	Black	\$	50
VTG		30" Round Bar Table	Silver Textured Top	\$	196	TBSHLF		Charging Shelf	Black	\$	50
30WH42		30" Round Bar Table	White Laminate Top	\$	191	TBPNTR		Wireless Printer Holder	Black	\$	50
VTA		30" Round Madison Bar Table	Gray Acajou	\$	191	REFRIGERATORS					
VTN		36" Round Bar Table	Graphite Nebula Top	\$	212	R1R		Refrigerator, Large	White, 14.0 cubic feet	\$	692
VTP		36" Round Bar Table	Maple Top	\$	212	R1Q		Refrigerator, Small	White, 4.0 cubic feet	\$	243
VTW		36" Round Bar Table	White Laminate Top	\$	212	BARS					
BAR TABLES W/ HYDRAULIC BASE						REFRIGERATORS					
30GRHB		30" Round Bar Table	Graphite Nebula Top	\$	244	BR1		Martini Bar	Gray Metal, Frosted Glass Top	\$	1,041
30SBHB		30" Round Bar Table	Liquid Steel Blue Top	\$	211	BRC		Martini Bar Circle	3 Martini Bars	\$	2,998
30MTHB		30" Round Bar Table	Maple Top	\$	244	REFRIGERATORS					
30BRHB		30" Round Bar Table	Red Top	\$	244	REFRIGERATORS					
30STHB		30" Round Bar Table	Silver Textured Top	\$	244	REFRIGERATORS					
30WHHB		30" Round Bar Table	White Laminate Top	\$	244	REFRIGERATORS					
30MAHB		30" Round Madison Bar Table	Gray Acajou	\$	232	REFRIGERATORS					
36GRHB		36" Round Bar Table	Graphite Nebula Top	\$	262	REFRIGERATORS					
36MTHB		36" Round Bar Table	Maple Top	\$	262	REFRIGERATORS					
36WTHB		36" Round Bar Table	White Laminate Top	\$	262	REFRIGERATORS					