
SERVICE INFORMATION

BOOTH EQUIPMENT

Each 10' x 10' booth will be set up with 8' high blue and red back drape, 36" high white side dividers, and a 7" x 44" one-line identification sign.

EXHIBIT HALL CARPET

The exhibit area IS carpeted.

DISCOUNT PRICE DEADLINE DATE

In order to receive advance order discount rates listed on the price sheet, we must receive your order and payment by February 04, 2011.

Save money by ordering cleaning services and labor in advance. All cleaning orders as well as display and rigging labor orders placed at show site will be charged an additional 30% above the advance rate.

SHOW SCHEDULE

EXHIBITOR MOVE-IN

For more information and helpful hints on pre-show procedures and move-in, please go to www.freemanco.com/preshowFAQ

Saturday February 19, 2011 8:00 AM - 6:00 PM

EXHIBIT HOURS

Sunday February 20, 2011 10:00 AM - 6:30 PM

Monday February 21, 2011 10:00 AM - 6:30 PM

Tuesday February 22, 2011 10:00 AM - 2:00 PM

EXHIBITOR MOVE-OUT

For more information and helpful hints on post-show procedures and move-out, please go to www.freemanco.com/postshowFAQ

Tuesday February 22, 2011 2:00 PM - 10:00 PM

We will begin returning empty containers at the close of the show.

DISMANTLE AND MOVE-OUT INFORMATION

All exhibitor materials must be removed from the exhibit facility by Tuesday, February 22, 2011 at 6:00 PM.

To ensure all exhibitor materials are removed from the exhibit facility by the Exhibitor Move-Out deadline, please have all carriers check-in by Tuesday, February 22, 2011 at 7:00 PM.

POST SHOW PAPERWORK AND LABELS

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

SERVICE CONTRACTOR CONTACTS / INFORMATION:**FREEMAN**

3323 I H 35 North, Ste 120
San Antonio, TX 78219
(210) 227-0341 fax (469) 621-5611
FreemanSanAntonioES@freemanco.com

FREEMAN EXHIBIT TRANSPORTATION

(800) 995-3579 fax (817) 385-0983

FREEMAN ONLINE®

Our Internet online ordering service, Freeman OnLine® is available for your convenience to order all Freeman Services, view show schedule, or print order forms. Once your show is available online you will receive an email which includes a direct link to Freeman OnLine®.

To place online orders you will be required to enter your unique Login ID and Password. If this is your first time to use Freeman OnLine®, click on the "Login" link in the top right corner to create a new account. To access Freeman OnLine® without using the email link, visit www.myfreemanonline.com and click the "Login" link in the top right corner. If you need assistance with Freeman OnLine® please call our Customer Support Center at (888) 508-5054.

SHIPPING INFORMATION

Warehouse Shipping Address:

Exhibiting Company Name / Booth # _____

ABRF 2011

C/O FREEMAN

3323 IH 35 NORTH, STE 126

SAN ANTONIO, TX 78219

Freeman will accept crated, boxed or skidded materials beginning Monday, January 17, 2011, at the above address. Material arriving after February 11, 2011 will be received at the warehouse with an additional after deadline charge. Warehouse materials are accepted at the warehouse Monday through Friday between the hours of 8:00 AM - 3:30 PM.

Please call Freeman for show site shipping information.

Freeman will receive shipments at the exhibit facility beginning Friday, February 18, 2011. Shipments arriving before this date may be refused by the facility. Any charges incurred for early freight accepted by the facility are the responsibility of the Exhibitor.

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

LABOR INFORMATION

Booth Installation & Dismantle: If utilizing Freeman labor, please refer to the Installation & Dismantle order form to place your order for display labor. Straight time and Overtime hours are also listed on the order form. Exhibitors supervising Freeman labor will need to pick up and release their labor at the Service Desk.

IMPORTANT SHIPPING INFORMATION

PLEASE KEEP IN MIND, ADVANCED SHIPMENTS SHOULD BE DIRECTED TO THE FREEMAN WAREHOUSE. SHOULD YOU SHIP TO THE HOTEL PRIOR TO OUR ARRIVAL, YOU COULD POTENTIALLY INCUR ADDITIONAL HANDLING FEES FROM THE HOTEL IN ADDITION TO OUR HANDLING FEES.

ASSISTANCE

We want you to have a successful show. If we can be of assistance, please call our Exhibitor Services Department at (210) 227-0341.

WE APPRECIATE YOUR BUSINESS!

FREEMAN GENERAL INFORMATION

TRANSLATION SERVICES

Freeman is pleased to offer a new service for our international exhibitors that provides quick interpretation and translation in 150 languages. This service will not only interpret for us on a three way conversation, but also translate emails from customers. To access this feature you may contact Freeman Exhibitor Services at (210) 227-0341 or Freeman's Customer Support Center at (888) 508-5054.

HELPFUL HINTS

SAVE MONEY

Order early to take advantage of advance order discount rates, place your order by February 04, 2011.

AVOID DELAY

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

SAFETY TIPS

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

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

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

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

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

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

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

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

EXHIBITOR ASSISTANCE

For more information and helpful hints on pre-show procedures and move-in, please go to www.freemanco.com/preshowFAQ.

For more information and helpful hints on post-show procedures and move-out, please go to www.freemanco.com/postshowFAQ.

Call Freeman's Exhibitor Services department at (210) 227-0341 with any questions or needs you may have.

F R E E M A N

3323 I H 35 North, Ste 120
 San Antonio, TX 78219
 (210) 227-0341 Fax: (469) 621-5611
 FreemanSanAntonioES@freemanco.com

**DISCOUNT PRICE
 DEADLINE DATE
 FEBRUARY 04, 2011**

**INCLUDE THIS FORM
 WITH YOUR ORDER**

NAME OF SHOW: **ABRF 2011 / FEBRUARY 20-22, 2011**

COMPANY NAME: _____ BOOTH #: _____

ADDRESS: _____ BOOTH SIZE : _____ X

CITY/STATE/ZIP: _____

PHONE: _____ EXT.: _____ FAX #: _____

SIGNATURE: _____ PRINT NAME: _____

CONTACT'S E-MAIL: _____

E-MAIL FOR INVOICE: _____ Check if you are a new Freeman customer

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

METHOD OF PAYMENT

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

COMPANY CHECK

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

Please reference (252825) on your remittance.

CREDIT CARD

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

AMERICAN EXPRESS **MASTER CARD** **VISA**

ACCOUNT NO.: _____ EXP. DATE: _____

CARDHOLDER NAME (PRINT): _____ SIGNATURE: _____

CARDHOLDER BILLING ADDRESS: _____

CITY/STATE/ZIP: _____

ENTER TOTALS HERE

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

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

TELL US WHAT YOU THINK

Freeman is committed to providing great customer service. To help us serve you more effectively in the future, please visit the URL address below upon the completion of your show to provide feedback. Your input will provide the insight needed to ensure that our customer service is in line with your expectations.

<http://feedback.freemanco.com/?252825>

FREEMAN method of payment

F R E E M A N

3323 I H 35 North, Ste 120
San Antonio, TX 78219
(210) 227-0341 Fax: (469) 621-5611
FreemanSanAntonioES@freemanco.com

ABRF 2011 / FEBRUARY 20-22, 2011

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

EXHIBITING COMPANY AUTHORIZATION OF THIRD PARTY BILLING

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

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

EXHIBITOR NAME: (PLEASE PRINT)

EXHIBITOR SIGNATURE:

DATE:

EXHIBITING COMPANY INFORMATION

EXHIBITING COMPANY NAME:

BOOTH #:

EXHIBITING COMPANY ADDRESS:

CITY/STATE/ZIP:

PHONE:

EXT:

FAX:

CONTACT'S E-MAIL:

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

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

THIRD PARTY COMPANY INFORMATION

THIRD PARTY COMPANY NAME:

CONTACT NAME:

THIRD PARTY BILLING ADDRESS:

CITY/STATE/ZIP:

PHONE:

EXT:

FAX:

CONTACT'S E-MAIL:

E-MAIL FOR INVOICE:

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

THIRD PARTY CREDIT CARD AUTHORIZATION

- AMERICAN EXPRESS MASTERCARD VISA

CREDIT CARD ACCOUNT NO:

EXP. DATE:

CARDHOLDER NAME (PLEASE PRINT):

CARD TYPE:

AUTHORIZED SIGNATURE:

CARDHOLDER BILLING ADDRESS:

CITY/STATE/ZIP:

05/10 (252825)

Freeman third party authorization

FREEMAN

3323 I H 35 North, Ste 120
 San Antonio, TX 78219
 (210) 227-0341 Fax: (469) 621-5611
 FreemanSanAntonioES@freemanco.com

**DISCOUNT PRICE
 DEADLINE DATE
 FEBRUARY 04, 2011**

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

NAME OF SHOW: **ABRF 2011 / FEBRUARY 20-22, 2011**

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

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS: _____

For Assistance, please call (210) 227-0341 to speak with one of our experts.

For fast, easy ordering, go to www.freemanco.com/store

FURNISHINGS

Qty	Part #	Description	Discount Price	Standard Price	Total
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CHAIRS Pages 1 & 2

___	N71092	Diva Counter Stool	147.60	191.90	___
___	N71091	Diva Chair.....	125.80	163.55	___
___	N710102	Santana Chair	115.10	149.65	___
___	N71085	Forestdale Chair	60.00	78.00	___
___	N710144	Diplomat Chair	160.10	208.15	___
___	N71038	Cherry Barrel Chair	138.75	180.40	___

Cranberry Taupe

Director Series

Black Blue Bright Green Orange
 Purple Red Royal Blue Yellow

___	N710142	Director Stool	98.05	127.45	___
___	N71042	Director Chair	84.25	109.55	___
___	N710998	Custom Imprinting/Director	_____	Call for Quote	___

Pages 3 & 4

___	N71048	Gray Gaslift Stool w/Arms	159.60	207.50	___
___	N71047	Gray Gaslift Stool	159.60	207.50	___
___	N71046	Gray Gaslift Chair w/Arms	148.30	192.80	___
___	N71045	Gray Gaslift Chair	148.30	192.80	___
___	N71044	Executive Chair	171.15	222.50	___
___	N71041	Bugle Base Chair	105.00	136.50	___
		<input type="checkbox"/> Black Tweed <input type="checkbox"/> Blue Tweed			
___	N71088	Black Diamond Stool	86.40	112.30	___
___	N71089	Black Diamond Side Chair ..	72.40	94.10	___
___	N71090	Black Diamond Arm Chair....	93.70	121.80	___
___	C210105	Opal Side Chair	37.45	48.70	___
___	C210101	Carson Arm Chair	56.65	73.65	___

Black Blue Gray

___	C210112	Casey Padded Stool	70.00	91.00	___
		<input type="checkbox"/> Black <input type="checkbox"/> Gray			

LOUNGE SEATING

Pages 5 & 6

___	N73091	Signature Loveseat	435.00	565.50	___
___	N71093	Signature Chair	282.80	367.65	___

Kennedy Sectional Series

Black Tweed Blue Tweed

___	N730313	Kennedy Sofa - 3 piece	467.55	607.80	___
___	N730213	Kennedy Loveseat - 2 piece	312.35	406.05	___
___	N73013	Kennedy Corner Section ...	157.20	204.35	___
___	N73014	Kennedy Center Section ...	157.20	204.35	___

Qty	Part #	Description	Discount Price	Standard Price	Total
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TABLES Pages 7 & 8

___	N72026	Cherry Cocktail Table	127.55	165.80	___
___	N72027	Cherry End Table	105.50	137.15	___
___	N72028	Metro Slate Cocktail Table	112.85	146.70	___
___	N72029	Metro Slate End Table	83.25	108.25	___
___	C115103	Studio Black Cocktail Table	98.05	127.45	___
___	C115104	Studio Black End Table	75.90	98.65	___
___	N72015	Glass Conference Table	143.90	187.05	___
		<input type="checkbox"/> Black <input type="checkbox"/> Chrome			
___	N72065	Bugle Base Table/White	161.60	210.10	___

Pedestal Tables - SoHo Series

___	N72066	Black-top Mini 18"W x 18"H	N/A	N/A	___
___	N72069	Black-top Cafe 24"W x 30"H ...	128.75	167.40	___
___	N72070	Black-top Bistro 24"W x 42"H	128.75	167.40	___
___	N72067	Black-top Café Table 36"x30"	129.15	167.90	___
___	N72068	Black-top Bistro 36"W x 42"H ..	129.15	167.90	___

Pedestal Tables - Chelsea Series - Butcher Block Top

___	N72063	Café Table 30"W x 30"H	118.75	154.40	___
___	N72064	Café Table 36"W x 30"H	118.75	154.40	___
___	N720163	Bistro Table 30"W x 42"H	118.70	154.30	___
___	N720164	Bistro Table 36"W x 42"H	118.70	154.30	___

OFFICE FURNITURE

Pages 9 & 10

___	N72093	Milano Table/Blonde Top	288.20	374.65	___
___	N72092	Milano Table/Black Top	279.80	363.75	___
___	N72094	Luna Table/Black Top	413.55	537.60	___
___	N720191	Hemingway Writing Table	245.85	319.60	___
___	N74061	Cherry Desk 5'	388.80	505.45	___
___	N74065	Cherry Bookcase	131.15	170.50	___
___	N74064	Cherry Credenza	299.55	389.40	___
___	N74071	Oak Desk 5'	358.10	465.55	___
___	N74075	Oak Bookcase	132.05	171.65	___
___	N74074	Oak Credenza	276.90	359.95	___

OFFICE FURNITURE

Pages 11 & 12

___	N72056	Display Counter	245.85	319.60	___
___	N75079	Orion Computer Kiosk	275.45	358.10	___
___	N75030	Black Display Cube/Small	147.60	191.90	___
___	N75031	Black Display Cube/Medium ...	160.30	208.40	___
___	N75032	Black Display/Large	185.60	241.30	___

NAME OF SHOW: **ABRF 2011 / FEBRUARY 20-22, 2011**

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

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS: _____

For Assistance, please call (210) 227-0341 to speak with one of our experts.

For fast, easy ordering, go to www.freemanco.com/store

FURNISHINGS

DISPLAY FURNITURE
Pages 11 & 12 (continued)

Qty	Part #	Description	Discount Price	Standard Price	Total
Display Cylinders					
___	N75020	Black Display Cylinder/Low ...	115.75	150.50	___
___	N75021	Black Display Cylinder/Med	136.50	177.45	___
___	N75022	Black Display Cylinder/Lg ...	152.70	198.50	___

Draped Tables - Tables are 30" wide
 Black Blue Burgundy Dark Green Gold
 Gray Plum Red Teal White

___	C130330	Draped Table 3'L x 30"H	72.95	94.85	___
___	C130430	Draped Table 4'L x 30"H	81.85	106.40	___
___	C130630	Draped Table 6'L x 30"H	95.15	123.70	___
___	C130830	Draped Table 8'L x 30"H	112.85	146.70	___
___	C12404630	4th Side Drape 6'L x 30"H ..	23.00	29.90	___
___	C12404830	4th Side Drape 8'L x 30"H .	23.00	29.90	___
___	C130342	Draped Counter 3'L x 42"H ...	105.50	137.15	___
___	C130442	Draped Counter 4'L x 42"H ...	112.85	146.70	___
___	C130642	Draped Counter 6'L x 42"H ...	126.05	163.85	___
___	C130842	Draped Counter 8'L x 42"H ...	143.90	187.05	___
___	C12404642	4th Side Drape 6'L x 42"H ..	27.25	35.45	___
___	C12404842	4th Side Drape 8'L x 42"H ..	27.25	35.45	___

Undraped Tables - Tables are 30" wide

___	C131330	Undraped Table 3'L x 30"H .	31.50	40.95	___
___	C131430	Undraped Table 4'L x 30"H .	39.70	51.60	___
___	C131630	Undraped Table 6'L x 30"H.	47.10	61.25	___
___	C131830	Undraped Table 8'L x 30"H .	52.95	68.85	___
___	C131342	Undraped Counter 3'Lx42"H	48.55	63.10	___
___	C131442	Undraped Counter 4'Lx42"H	54.45	70.80	___
___	C131642	Undraped Counter 6'Lx42"H	64.05	83.25	___
___	C131842	Undraped Counter 8'Lx42"H	70.00	91.00	___

Table Top Risers

___	C150410	Single Step Riser 4'L x 7"H	36.05	46.85	___
___	C150610	Single Step Riser 6'L x 7"H	53.75	69.90	___
___	C150810	Single Step Riser 8'L x 7"H	68.55	89.10	___
___	C150414	Single Step Riser 4'L x14"H	36.05	46.85	___
___	C150614	Single Step Riser 6'L x14"H	53.75	69.90	___
___	C150814	Single Step Riser 8'L x14"H	68.55	89.10	___
___	C150420	Double Step Riser 4'L	68.55	89.10	___
___	C150620	Double Step Riser 6'L	103.95	135.15	___
___	C150820	Double Step Riser 8'L	132.05	171.65	___

ACCESSORIES
Pages 13 & 14

Qty	Part #	Description	Discount Price	Standard Price	Total
___	C220121	Chrome Stanchion w/belt	80.85	105.10	___
___	C220118	Chrome Sign Holder	62.50	81.25	___
___	N750135	Round Literature Rack	134.95	175.45	___
___	N750136	Flat Literature Rack	115.95	150.75	___
___	C220109	Chrome Coat Tree	33.70	43.80	___
___	C220134	Chrome Easel	31.50	40.95	___
___	C220110	Chrome Bag Rack	53.75	69.90	___
___	N75053	Black Trash Receptacle	N/A	N/A	___
___	N75054	Aluminum Trash Receptacle .	62.50	81.25	___
___	220107	Wastebasket	16.00	20.80	___
___	220106	Corrugated Wastebasket.....	N/A	N/A	___
___	N75057	Small Refrigerator	272.50	354.25	___
___	N75052	Black Table Lamp	68.55	89.10	___
___	N74082	File Cabinet/2 Drawer	87.80	114.15	___
___	N74081	File Cabinet/4 Drawer	114.35	148.65	___
___	10201484	Bulletin Board	126.25	164.15	___

Special Drape
 Black Blue Burgundy Dark Green Gold
 Gray Plum Red Teal White

___	12103	Special Drape 3'H (per ft.)	10.00	13.00	___
___	12108	Special Drape 8'H (per ft.) ...	12.15	15.80	___

TOTAL COST		
_____	+	_____ = _____
Sub-Total		8.25% Tax Total Cost

FREEMAN furnishing essentials

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

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

For Assistance, please call (210) 227-0341 to speak with one of our experts.

For fast, easy ordering, go to www.freemanco.com/store

Qty	Part #	Description	Discount Price	Standard Price	Total
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SEATING
Pages 1 & 2

Lisbon Group - Black leather					
___	8302	Sofa	497.00	646.10	_____
___	8303	Loveseat	448.00	582.40	_____
___	81011	Chair	333.00	432.90	_____
Chairs					
___	8102	Barcelona - black leather	546.00	709.80	_____
___	810816	Barcelona - white leather	546.00	709.80	_____
Newport Group - Charcoal leather					
___	8308	Loveseat	453.00	588.90	_____
___	8109	Armless Chair	257.00	334.10	_____
___	81010	Corner Chair	300.00	390.00	_____
South Beach Group - Platinum suede					
___	8301	Sofa	437.00	568.10	_____
___	8151	Ottoman	191.00	248.30	_____
Key West Group - Black					
___	8306	Sofa	393.00	510.90	_____
___	8307	Loveseat	355.00	461.50	_____

Pages 3 & 4

Astro Group - Beige suede					
___	83063	Sofa	462.00	600.60	_____
___	810809	Chair	310.00	403.00	_____
___	82052	Sydney Cocktail Table - black	197.00	256.10	_____
___	82054	Sydney End Table - black	163.00	211.90	_____
Rio Group - Blue suede					
___	8305	Sofa	404.00	525.20	_____
___	81014	Chair	292.00	379.60	_____
___	82022	Inspiration Table	213.00	276.90	_____
___	82023	Inspiration End Table	202.00	262.60	_____
Marrakesh Group - Beige					
___	83062	Sofa	415.00	539.50	_____
___	810808	Chair	295.00	383.50	_____
Memphis Group - Black					
___	83064	Sofa	421.00	547.30	_____
___	810812	Chair	302.00	392.60	_____
Chairs					
___	8101	T-Vac (translucent/chrome)	213.00	276.90	_____
___	810819	Globus Occasional-White	N/A	N/A	_____
Ottomans					
___	8154	Square (black leather)	219.00	284.70	_____
___	8152	Square (white leather)	219.00	284.70	_____
___	8155	Bench (black leather)	262.00	340.60	_____
___	8153	Bench (white leather)	262.00	340.60	_____
___	81513	Half Round (black leather)	273.00	354.90	_____
___	81514	Half Round (white leather)	273.00	354.90	_____
Cubes					
___	8157	Blueberry	76.00	98.80	_____
___	8159	Raspberry	76.00	98.80	_____
___	81510	Lemon	76.00	98.80	_____
___	81511	Natural	N/A	N/A	_____
___	81512	Black Leather	76.00	98.80	_____

Pages 5 & 6

Chairs					
___	8104	Cappucino Chair	219.00	284.70	_____
___	8105	Stage Chair (onyx)	126.00	163.80	_____
___	8106	Stage Chair (camel)	126.00	163.80	_____
___	8107	Stage Chair (beige)	126.00	163.80	_____
___	8108	Stage Chair (red)	126.00	163.80	_____
___	8103	Tub Chair (black)	273.00	354.90	_____
___	810810	Berlin Stack Chair (black/white)	74.00	96.20	_____
___	810811	Berlin Stack Chair (red/white)	74.00	96.20	_____

Qty	Part #	Description	Discount Price	Standard Price	Total
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SEATING (continued)
Pages 5 & 6

Chairs (continued)					
___	81017	Panton Chair (white)	131.00	170.30	_____
___	810814	ICE Side Chair (transparent)	144.00	187.20	_____
___	81090	New York Chair	129.00	167.70	_____
___	810707	ISO Mesh Pull-up Chair	208.00	270.40	_____
___	810110	Manhattan Chair (oyster)	152.00	197.60	_____

Pages 7 & 8

Chairs (continued)					
___	81018	Flex Chair w/ wheels	107.00	139.10	_____
___	81075	Tilt Executive Chair	213.00	276.90	_____
___	810807	Luxor Executive Chair	290.00	377.00	_____
___	81063	Altura Conf/Guest Chair	219.00	284.70	_____
___	81073	Altura Jr Exec Chair/mid bac	240.00	312.00	_____
___	810813	Otto Highback Chair	302.00	392.60	_____
___	810702	Jetson Chair (black)	129.00	167.70	_____

Barstools & Bar					
___	810100	Ohio Barstool (gray)	119.00	154.70	_____
___	810101	Ohio Barstool (red)	119.00	154.70	_____
___	810102	Ohio Barstool (black)	119.00	154.70	_____
___	810103	Banana Barstool (white) ...	130.00	169.00	_____
___	810104	Banana Barstool (black) ...	130.00	169.00	_____
___	810815	ICE Barstool (transparent)	N/A	N/A	_____
___	810505	Gin Barstool (maple)	115.00	149.50	_____
___	810706	Jetson Barstool (black)	180.00	234.00	_____
___	810200	Oslo Barstool (blue)	164.00	213.20	_____
___	810201	Oslo Barstool (white)	164.00	213.20	_____
___	8501	Martini Bar	956.00	1,242.80	_____

TABLES, LIGHTING & MORE
Pages 9 & 10

Tables					
___	82033	Manhattan Table 29"H	209.00	271.70	_____
___	82015	Silverado End Table 22" H	175.00	227.50	_____
___	82014	Silverado Table 17"H	186.00	241.80	_____
___	82041	Geo Conf Table (black)	295.00	383.50	_____
___	82051	Geo Conf Table (chrome)	295.00	383.50	_____
___	82025	Geo End Table (black)	158.00	205.40	_____
___	82035	Geo End Table (chrome) ..	159.00	206.70	_____
___	82024	Geo Coffee Table (black) .	175.00	227.50	_____
___	82034	Geo Coffee Table (chrome)	175.00	227.50	_____
___	82054	Sydney End Table (black)	163.00	211.90	_____
___	82055	Sydney End Table (white)	163.00	211.90	_____
___	82052	Sydney Cocktail Table (black)	197.00	256.10	_____
___	82053	Sydney Cocktail Table (white)	197.00	256.10	_____

Miscellaneous					
___	850604	Etagere (black)	216.00	280.80	_____
___	850605	Etagere (pewter)	216.00	280.80	_____
___	85078	Locking Door Pedestal	322.00	418.60	_____
___	8503001	Refrigerator 14 cu. ft. (white)	541.00	703.30	_____

Lighting					
___	850704	Floor Lamp 58"H (pewter) .	107.00	139.10	_____
___	850701	Lumalight Lamp (red)	219.00	284.70	_____
___	850702	Lumalight Lamp (white)	219.00	284.70	_____
___	850703	Lumalight Lamp (orange) ...	219.00	284.70	_____
___	850705	Parisian Lamp 28"H (pewter)	104.00	135.20	_____

TOTAL COST

Sub-Total	+	8.25% Tax	=	Total Cost
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F R E E M A N

3323 I H 35 North, Ste 120
 San Antonio, TX 78219
 (210) 227-0341 Fax: (469) 621-5611
 FreemanSanAntonioES@freemanco.com

**DISCOUNT PRICE
 DEADLINE DATE
 FEBRUARY 04, 2011**

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

NAME OF SHOW: **ABRF 2011 / FEBRUARY 20-22, 2011**

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

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS :

For Assistance, please call (210) 227-0341 to speak with one of our experts.

- For FREE samples or a quote on **orders over 1200 sq. ft.** please call our Exhibitor Sales Department at (210) 227-0341.
- **No MATERIAL HANDLING charges apply.** Rental prices are for the duration of the show and include delivery to and removal from your booth space.
- **Orders received after the deadline or without payment will be charged the Standard Price and are subject to availability.** Prestige and Custom Cut Classic Carpet are subject to a 100% Cancellation Charge.

For fast, easy ordering, go to www.freemanco.com/store

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

- **Guaranteed new, high quality carpet available in a variety of designer colors.**

CHOOSE YOUR CARPET COLOR - 40 oz. Carpet:

- Black Charcoal Gray Pearl Navy Sea Breeze White

40 oz. Carpet Rental -	Price per sq. ft. (100 sq. ft. minimum)		Discount	Standard	Total
1 - 700 sq. ft.	Booth Size: _____ x _____ = _____ sq. ft. @		\$ 3.65	\$ 4.75	_____
701 - 1200 sq. ft.	Booth Size: _____ x _____ = _____ sq. ft. @		\$ 3.40	\$ 4.40	_____

CHOOSE YOUR CARPET COLOR - 28 oz. Carpet:

- Baywater Cardinal Gray Pearl Pine Toast
 Black Charcoal Navy Raspberry Wedgewood
 Cabernet Cream Peach Sea Breeze White

28 oz. Carpet Rental -	Price per sq. ft. (100 sq. ft. minimum)		Discount	Standard	Total
1 - 700 sq. ft.	Booth Size: _____ x _____ = _____ sq. ft. @		\$ 3.20	\$ 4.15	_____
701 - 1200 sq. ft.	Booth Size: _____ x _____ = _____ sq. ft. @		\$ 2.70	\$ 3.50	_____

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

- **Our Custom Cut Classic Carpeting is available in custom cut sizes, and in a variety of standard colors.**

CHOOSE YOUR CARPET COLOR:

- Black Blue Burgundy Gray Green Plum Red Teal Tuxedo

Rental - Price per square foot (100 sq. ft. minimum)

16 oz. Carpet Rental		Discount	Standard	Total
Per sq. ft.	Booth Size: _____ x _____ = _____ sq. ft. @	\$ 2.20	\$ 2.85	_____

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

- **Our 16 oz. Classic Carpeting is available in a variety of standard colors in the following standard sizes.**

CHOOSE YOUR CARPET COLOR:

- Black Blue Burgundy Gray Green Plum Red Teal Tuxedo

Qty	Description	Discount	Standard	Total
_____	9' x 10' Classic Carpet	\$ 124.05	\$ 161.25	_____
_____	9' x 20' Classic Carpet	\$ 248.10	\$ 322.55	_____
_____	9' x 30' Classic Carpet	\$ 372.40	\$ 484.10	_____
_____	9' x 40' Classic Carpet	\$ 496.50	\$ 645.45	_____

CARPET PADDING AND PLASTIC COVERING - includes delivery, material handling, installation and removal

- **Price is per sq. ft.**

Qty	Description	Discount	Standard	Total
_____	Carpet Padding - 1/2" (90 - 700 sq. ft.).....	\$.75	\$ 1.00	_____
_____	Carpet Padding - 1/2" (Over 700 sq. ft.).....	\$.65	\$.85	_____
_____	Plastic Covering	\$.55	\$.70	_____

TOTAL COST		
_____	+	_____
Sub- Total		8.25% Tax
_____	=	_____
		Total Cost

****All utility lines must be installed before carpet installation. Utilities should be ordered in advance.****

FREEMAN carpet

F R E E M A N

3323 I H 35 North, Ste 120
 San Antonio, TX 78219
 (210) 227-0341 Fax: (469) 621-5611
 FreemanSanAntonioES@freemanco.com

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

NAME OF SHOW: **ABRF 2011 / FEBRUARY 20-22, 2011**

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

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

For Assistance, please call (210) 227-0341 to speak with one of our experts.

For fast, easy ordering, go to www.freemanco.com/store

CLEANING SERVICES

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

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

Qty (sq. ft.)	Part #	Description	Advance Price	Show Site Price	Total
_____	610100	Booth Vacuuming - One Time34	.45	_____
_____	610200	Booth Vacuuming - 2 Days60	.80	_____
_____	610300	Booth Vacuuming - 3 Days90	1.15	_____
_____	610400	Booth Vacuuming - 4 Days	N/A	N/A	_____

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

SHAMPOOING (per sq ft - 100 sq ft minimum)

Qty (sq. ft.)	Part #	Description	Advance Price	Show Site Price	Total
_____	630100	Shampoo Carpet - One Time75	1.00	_____
_____	630200	Shampoo Carpet - 2 Days	N/A	N/A	_____
_____	630300	Shampoo Carpet - 3 Days	N/A	N/A	_____

PORTER SERVICE (per day)

Qty (# days)	Part #	Description	Advance Price	Show Site Price	Total
_____	620500	Exhibit Area / Under 500 sq.ft.	60.00	78.00	_____
_____	6201500	Exhibit Area / 501 - 1,500 sq. ft.	70.00	91.00	_____
_____	6202500	Exhibit Area / 1,501 - 2,500 sq. ft.	80.00	104.00	_____
_____	6203500	Exhibit Area / Over 2,500 sq.ft.....			Call for Quote

TOTAL COST

_____	+	_____	=	_____
Sub-Total		8.25 %Tax		Total Cost

FREEMAN cleaning

FREEMAN

3323 I H 35 North, Ste 120
 San Antonio, TX 78219
 (210) 227-0341 Fax: (469) 621-5611
 FreemanSanAntonioES@freemanco.com

**DISCOUNT PRICE
 DEADLINE DATE
 FEBRUARY 04, 2011**

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

NAME OF SHOW: **ABRF 2011 / FEBRUARY 20-22, 2011**

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

CONTACT NAME : _____ PHONE #: _____

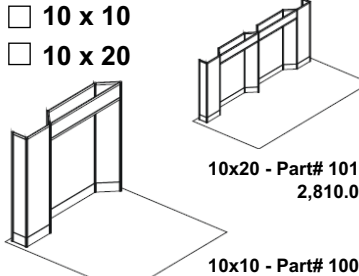
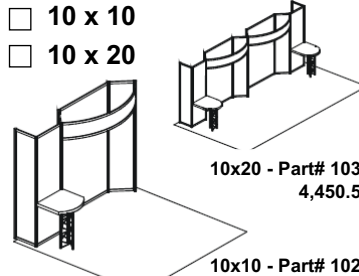
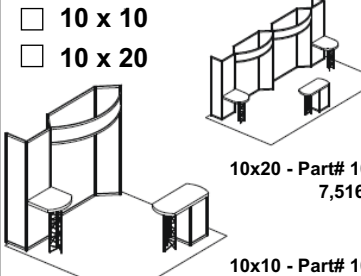
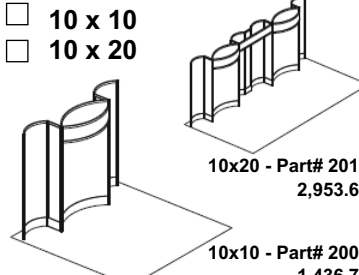
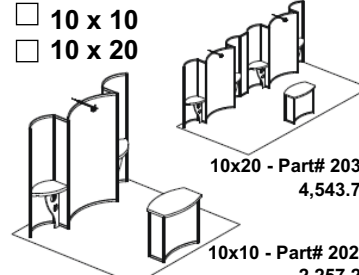
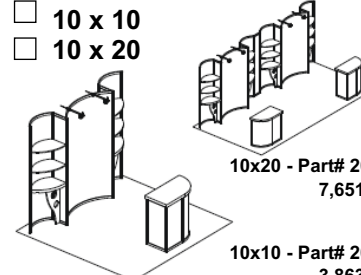
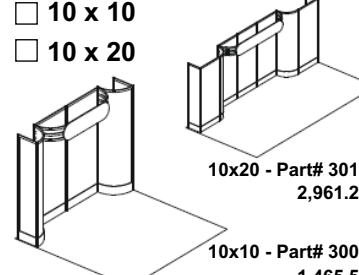
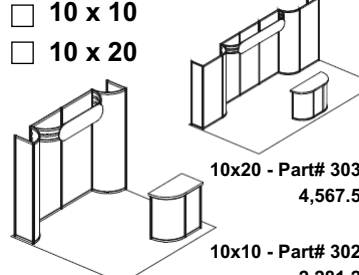
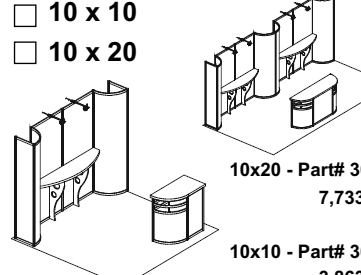
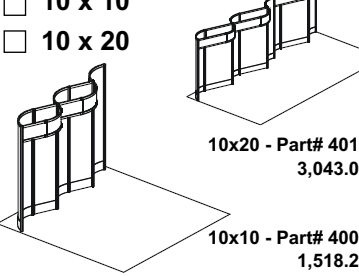
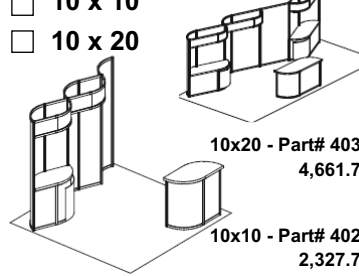
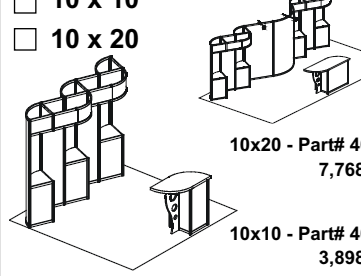
E-MAIL ADDRESS :

For Assistance please call (210) 227-0341 to speak with one of our experts.

For fast, easy ordering, go to www.freemanco.com/store

All Exhibits Include: Installation & Dismantle of Exhibit
 Material Handling of Exhibit
 Classic Carpet with Nightly Vacuuming
 2 Arm Lights (per 10' unit)

To place your order, please check the appropriate box and complete the reverse side.

	VERSION A	VERSION B	VERSION C
SYSTEM 1 OPTIONS	<input type="checkbox"/> 10 x 10 <input type="checkbox"/> 10 x 20  10x20 - Part# 1010 2,810.00 10x10 - Part# 1000 1,401.50	<input type="checkbox"/> 10 x 10 <input type="checkbox"/> 10 x 20  10x20 - Part# 1030 4,450.50 10x10 - Part# 1020 2,222.25	<input type="checkbox"/> 10 x 10 <input type="checkbox"/> 10 x 20  10x20 - Part# 1050 7,516.25 10x10 - Part# 1040 3,746.75
SYSTEM 2 OPTIONS	<input type="checkbox"/> 10 x 10 <input type="checkbox"/> 10 x 20  10x20 - Part# 2010 2,953.60 10x10 - Part# 2000 1,436.75	<input type="checkbox"/> 10 x 10 <input type="checkbox"/> 10 x 20  10x20 - Part# 2030 4,543.75 10x10 - Part# 2020 2,257.25	<input type="checkbox"/> 10 x 10 <input type="checkbox"/> 10 x 20  10x20 - Part# 2050 7,651.75 10x10 - Part# 2040 3,863.75
SYSTEM 3 OPTIONS	<input type="checkbox"/> 10 x 10 <input type="checkbox"/> 10 x 20  10x20 - Part# 3010 2,961.25 10x10 - Part# 3000 1,465.50	<input type="checkbox"/> 10 x 10 <input type="checkbox"/> 10 x 20  10x20 - Part# 3030 4,567.50 10x10 - Part# 3020 2,281.25	<input type="checkbox"/> 10 x 10 <input type="checkbox"/> 10 x 20  10x20 - Part# 3050 7,733.50 10x10 - Part# 3040 3,863.75
SYSTEM 4 OPTIONS	<input type="checkbox"/> 10 x 10 <input type="checkbox"/> 10 x 20  10x20 - Part# 4010 3,043.00 10x10 - Part# 4000 1,518.25	<input type="checkbox"/> 10 x 10 <input type="checkbox"/> 10 x 20  10x20 - Part# 4030 4,661.75 10x10 - Part# 4020 2,327.75	<input type="checkbox"/> 10 x 10 <input type="checkbox"/> 10 x 20  10x20 - Part# 4050 7,768.75 10x10 - Part# 4040 3,898.75

CUSTOM EXHIBITS & EXHIBITS LARGER THAN 10 X 20

An Exhibitor Sales Specialist will contact you to assist in creating a unique exhibit
 *Electrical power and labor to install lights must be ordered separately
 *Custom Graphics must be ordered separately

NAME OF SHOW: **ABRF 2011 / FEBRUARY 20-22, 2011**

COMPANY NAME:

BOOTH #:

BOOTH SIZE:

X

CONTACT NAME :

PHONE #:

E-MAIL ADDRESS :

CHOOSE YOUR PANELS

VERSION A

- BLUE FABRIC
- GRAY FABRIC
- BLACK FABRIC
- WHITE HARDWALL

VERSIONS B & C (HARDWALL)

- BEIGE
- NAVY
- FOREST GREEN
- WHITE
- BLACK

CARPET

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

- Black
- Blue
- Burgundy
- Gray
- Green
- Plum
- Red
- Teal
- Tuxedo

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

LIGHTING

Each Rental Exhibit includes 2 Arm Lights (per 10' unit). **Note: Electrical power and labor to install lights must be ordered using the electrical order form included in your service manual.**

QUICK TIPS

- Please see the **Exhibit Accessories** order form, or contact our Exhibitor Sales Specialist to assist in selecting custom accessories for your exhibit.
- Consider ordering floral accessories to enhance your exhibit on the **Floral Services** order form.
- If you are shipping literature or products, material handling rates will apply.
- Order in advance to save time, money and ensure availability. **Orders received after the deadline date or without payment will cost an additional 30% over prices indicated.**
- **Orders cancelled after production begins are subject to a 100% Cancellation Charge.**

HEADER IDENTIFICATION SIGN

VERSIONS A & B

Circle the font style for your header identification sign, and then indicate your color preference.

- CLARENDON MEDIUM
- EUROSTILE BOLD
- TIMES NEW ROMAN
- ENVR0
- HELVETICA BOLD

Other _____

Indicate color of background:

- Beige
- Black
- Navy
- Forest Green
- White

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

Letter color desired: _____

Indicate exactly how you want your company name to appear:

10' X 20' Rental Exhibits: indicate copy of second header: (*Only applies to units pictured with a second header*)

VERSION C

An Exhibitor Sales Specialist will contact you to assist with your custom graphics.

CONTACT FOR PRICING

Please check any of the following boxes to have an Exhibitor Sales Specialist contact you for pricing:

- Upgrade Carpet
- Custom Logo Header
- Creating a Custom Exhibit

TOTAL COST

	+	=	
Sub-Total		8.25 % Tax	Total Cost

ELECTRICAL SERVICES

From under carpet wiring to overhead lighting, Freeman has the power to simplify your electrical needs and installation. We've answered your most common questions below to help you place your order or prepare for a detailed discussion. Whether you require basic household/office power or a more technical installation for equipment, audio-visual presentations or truss lights, our electrical specialists and qualified electricians are always available to assist you.

How do I know how much power I need?

First, review a layout of your exhibit, noting all of the items in it that require power. Consider lighting, computer equipment, and your own product. Are you bringing or renting any a/v equipment or ordering catering services that might need power? Will you be using a lead retrieval machine? If it's an item that plugs into a standard wall outlet found in a home or office (in North America), it will require 110/120 volt power. 208 or 480 volt power is generally used for machinery or industrial cooking devices and is ordered by single or 3 phase.

Next, mark the voltage and wattage or amperage (referred to as "load") (100 watts = 1 amp) of each piece of equipment at it's location in the booth. This information should be provided on a name plate or stamp usually located on the back or bottom of the equipment. If not indicated, check our accompanying electrical usage guide for estimated wattages for common items used at trade shows or call your rental company/caterer for specifics. For lighting, loads are dictated by the wattage of the bulbs. Arm lights included with Freeman exhibit packages use 200 watt bulbs. Keep in mind that you need to order power for any lighting within your booth unless the lights are ordered directly from the Electrical Department (those listed on the Freeman electrical order form).

Finally, total the wattage for the 120 volt devices in each area and select an outlet that meets or exceeds that total. Separate outlets should be ordered for each piece of equipment and/or each power location to help minimize tripping/power outages. It is always safer to slightly overestimate your power requirements. Wattage or amperages cannot be combined for 208 or 480 volt apparatus. Please order separate outlets for each.

Do I need to order labor?

As the official service contractor, electrical installations must be performed by Freeman union labor. Labor is required for any electrical work over and above the delivery of outlets to the back wall of inline booths. Labor orders will automatically be input upon receipt of an electrical layout for under carpet installation (floor work) or to connect any 208 volt or higher services (hook up). Dismantle labor for electrical services is calculated at 50% of the installation time since much of the work is performed on a mass basis after booths are removed from the exhibit hall. Please see the electrical labor order form for further details, rules and regulations.

What is an electrical layout and why do I need one?

Like your own home, electrical boxes and wiring should not be visible once the exhibit is completed. At show site, they are the first things to be installed so that they can be hidden by drape, walls or counters and under flooring or carpet. Electricians, therefore, work on a blank slate. A good electrical layout or floor plan provides them with a simple overhead view of your booth indicating the locations and load of each electrical outlet and the orientation of your booth within the show itself. The layout should be to scale and provide specific measurements to each outlet along with surrounding aisle or booth numbers to ensure accuracy. For island booths, a main power location must also be indicated as it is the location from which other outlets are fed. Please see the sample layouts and electrical grid for further information.

When a layout and credit card are provided in advance, Freeman makes every effort to ensure that the floor work is completed before you arrive so that there is no delay in assembling your booth. Once carpet is laid, installing or changing electrical services becomes much more difficult and potentially costly.

Please note that layouts, complete with mandatory information, are required prior to the deadline date for electrical orders to be eligible for advance rates. Layouts are not required if all outlets are located at the back wall in inline booths.

Is the price for power per day?

Outlet or connection prices are typically for an entire show.

What is 24 hour power?

Many facilities these days are energy conscious and therefore turn off power overnight during show days. Power is turned off 1/2 hour after the show closes at the earliest and restored no later than 1/2 hour before the show opens the following day. 24 hour power is, as it sounds, power that is continuously on 24 hours per day.

If your booth includes, for example, refrigeration equipment, an aquarium or programmable apparatus that depends on uninterrupted power, you should consider ordering 24 hour service. Power is usually not turned off during move-in or move-out.

Where does the power come from?

Depending on the facility, the power can come from overhead catwalks, floor ports, columns, wall outlets or a combination of these sources. Check with the local Freeman branch office for more information.

Where will my power be located?

In-line and peninsula booths will find their main power source on the floor somewhere along the rear drape line of their booth. Island booths need to submit an electrical layout. Please see the sample layouts and electrical grid for further information.

What if I need power at another location besides the rear of my booth? What if I have multiple power locations?

Exhibitors requiring power at any location other than a back wall must submit an electrical layout. Please see the sample layouts and electrical grid for further information.

How many places will I have to plug in? How many things can I plug in?

For planning purposes, you should always assume that there is only one connection point per outlet ordered. Power strips can provide additional sockets but do not confuse having more places to plug in with additional power. For example – An order is placed for a 500 watt outlet. A track light with 4 – 100 watt bulbs is plugged in to a power strip connected to the outlet, using 400 of the 500 watts. Any lighting or equipment now plugged in to a second socket may not exceed 100 watts.

Also keep in mind that power strips are designed, for safety purposes, to trip at 1500 watts or 15 amps. Using a power strip with a 2000 watt (20 amp) outlet will reduce it to a 1500 watt outlet.

All orders exceeding 120 volt/20 amps provide one connection point only, cannot accommodate power strips and require labor for installation.

F R E E M A N

Can I bring my own extension cords and power strips? (Also known as plug strips, multi strips, etc.)

Exhibitors may use their own extension cords and power strips under the following conditions:

- The equipment must be 3 wire, 14 gauge minimum with a ground.
- The extension cords must be flat if they are to be laid under carpet. (Labor is required to lay the cords.)
- All power strips must have circuit protection.

Can I run my extension cords under the carpet myself?

For safety reasons, exhibitors are not allowed to run any electrical wiring under any type of floor covering or where they may be concealed in the booth structure. The show's electrical contractor is liable for electrical installations and therefore must perform all floor or booth work.

Will my floor work be completed before I arrive?

Every attempt is made to have floor work completed prior to carpet installation if you have submitted the following:

- A completed electrical order form.
- A valid and authorized credit card to be kept on file for the company.
- An electrical layout indicating the main power location, dimensions to each power location, the power required at each location, and surrounding aisle or booth numbers to determine orientation of the booth.

Labor and material charges apply.

When will my power be turned on?

Power is only guaranteed to be installed before the show opens. If Freeman is allowed early access to the facility, power is normally ready the first day of move-in for exhibitors but any special requests such as temporary chain motor power, programming machinery or testing equipment should be noted on your order.

Do I need lighting?

Lighting can dramatically change the impact of an exhibit, no matter the size. Used effectively, lighting can emphasize specific areas of a booth or highlight products. Also, an exhibit will appear dark and uninviting if the surrounding booths are lit and yours is not.

Can I hang my own lights?

10 x 10 booths with pop-up displays (a display that can be assembled in less than 30 minutes without tools) can hang their own lights and plug them in without ordering labor. Typically, exhibitors themselves can hang up to 7 lights as long as they require no more than 20 amps in total but it is best to clarify with the local branch. If a decorating company (including Freeman) has been contracted to install a display, electrical labor is required to install the lights. Due to union contracts, no other union is allowed to install electrical equipment.

Do I need to order power for my lighting?

Exhibitors ordering Electrical Services lighting (those listed on the Freeman electrical order form) do not need to order power. It is included in the rental. Exhibitors supplying their own lighting or renting lights need to order power. Labor may be required to hang the lights.

Do I need to order labor to plug in my lights or equipment?

Most 120 volt connections do not require labor. Exhibitors are welcome to plug in their own standard office devices. Labor is required for all 208 or 480 volt connections and if lights or equipment need wiring or if electrical cords are to be run under the carpet or in concealed areas to ensure that all electrical codes and building rules are met.

How can I save money and frustration when ordering electrical services?

Most importantly, be sure to submit your order before the discount price deadline date. If an electrical layout is needed, it also must be received, complete with mandatory information, before the deadline date to be eligible for discount pricing. Late orders can be subject up to a 50% increase in cost because of the behind-the-scenes planning required to distribute power.

Don't underestimate your power requirements and work within the local rules, regulations and union jurisdictions. They have been implemented to avoid problems. While it may seem simple to plug in lights and equipment, it is not uncommon for exhibit or non electrical staff to overload circuits. Trouble calls can become expensive when it takes time to find the source of a problem.

If unsure about labor, call us for direction and if necessary, place a "will call" order before the discount price deadline date. You will only incur a charge if labor is dispatched to your booth but you'll have secured the advance pricing. And, check in with the electrical or service desk as soon as you know you need labor, not at the time you want the electricians in your booth. It will help to avoid delays as we can schedule accordingly.

Lastly, try to resolve any disputes at show site. It is much easier to discuss electrical issues when both parties can physically review the installation.

Additional questions?

Call customer service at the number listed on the Quick Facts and ask for the Electrical Services Department. For fast, easy ordering, tools, and helpful hints go to www.myfreemanonline.com.

FREEMAN

3323 IH 35 North, Suite 120
 San Antonio, TX 78219
 Ph: 210/227-0341 • Fax: 469/621-5611
 FreemanSanAntonioES@freemanco.com

**DISCOUNT DEADLINE
 FEBRUARY 04, 2011**

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

FREEMAN electrical

TO ENSURE THAT YOUR ORDER IS RECEIVED AND PROCESSED CORRECTLY, PLEASE COMPLETE THE INFORMATION BELOW WITH THE SHOW NAME, DATES, COMPANY NAME, PHONE NUMBER AND EMAIL ADDRESS. THANK YOU!

NAME OF SHOW: ABRF 2011 / FEBRUARY 20-22, 2011

COMPANY NAME _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS _____

For Assistance, please call 210-227-0341 to speak with one of our experts.

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

ELECTRICAL OUTLETS (Double Price for 24 Hour Service)

LABOR (Minimum Charge for Orders - 1 hour)

	QTY Show	QTY 24 Hr.	Discount Price	Standard Price	TOTAL
500 Watts (5 amps)	_____	_____	77.00	115.50 = \$	_____
1000 Watts (10 amps)	_____	_____	106.00	159.00 = \$	_____
1500 Watts (15 amps)	_____	_____	134.00	201.00 = \$	_____
2000 Watts (20 amps)	_____	_____	146.00	219.00 = \$	_____

Outlet prices for 120 Volt power include delivery of the service to one location at the rear of the booth in peninsula and in-line booths. All islands will require labor. If you require outlets in other locations, have lights or electrical items to hang or erect, or have other electrical requirements please see the Electrical Labor order form for rates and instructions.

Straight Time.....\$ 77.00 per hour
 Monday - Friday, 8:00 am - 5:00 pm
 (Excluding Holidays)

Overtime.....\$154.00 per hour
 Monday - Friday, 5:00 pm - 8:00 am
 All day Saturday, Sunday and Holidays

208 VOLT SINGLE PHASE (Labor Required for Connection)

15 Amps	_____	_____	141.00	211.50 = \$	_____
20 Amps	_____	_____	242.00	363.00 = \$	_____
30 Amps	_____	_____	259.00	388.50 = \$	_____
60 Amps	_____	_____	288.00	432.00 = \$	_____
100 Amps	_____	_____	686.00	1,029.00 = \$	_____

ADDITIONAL INFORMATION

- To honor discount prices we must receive your order with full payment prior to the deadline date along with a floor plan indicating the main power location and distribution points, if applicable. (see below)
- A scaled floor plan is required for orders with multiple outlet locations and/or island booths. Detailed examples are provided on reverse. If a power location in an island booth is not provided prior to show move-in, a location will be determined by Freeman in order to maintain delivery schedules. Relocation of the service will be charged on a time and material basis.
- Electricity is turned on 30 minutes prior to show opening and turned off 30 minutes after show closes on show days. Power will be turned off immediately after final show closing. If you require power outside actual show hours, special arrangements should be made in advance. Additional charges may apply.
- If an uninterrupted power supply is required for the full duration of the show, please order 24 hour power.
- If a dedicated circuit is required, please order 2000 watts/20 amps.
- Separate outlets should be ordered for each piece of equipment and/or each power location.
- There will be an additional charge for materials required to complete your order.
- A 50% refund will be applied to electrical services cancelled after installation. Refunds will not be issued for materials and/or labor charges related to the installation.

208 VOLT THREE PHASE (Labor Required for Connection)

15 Amps	_____	_____	210.00	315.00 = \$	_____
20 Amps	_____	_____	314.00	471.00 = \$	_____
30 Amps	_____	_____	382.00	573.00 = \$	_____
60 Amps	_____	_____	632.00	948.00 = \$	_____
100 Amps	_____	_____	880.00	1,320.00 = \$	_____

Transformer to Boost 208V to Approx. 230V - \$3.00 per Amp (20 Amp Min.)

Qty _____ Amps _____ = \$ _____

LIGHTING (Price Includes Power & Labor for Installation)

Single Light Stand	_____	_____	90.00	135.00 = \$	_____
Double Light stand	_____	_____	96.00	144.00 = \$	_____
Arm Light	_____	_____	108.00	162.00 = \$	_____

Extension cords and power strips are available for rent at the Show Service Desk.

TOTAL COST	
Outlet(s)	\$ _____
Lighting	\$ _____
8.25% Tax	\$ _____
GRAND TOTAL	\$ _____

ELECTRICAL INSTRUCTIONS & CONDITIONS

HOW TO DETERMINE ELECTRICAL REQUIREMENTS

For Equipment

All electrical equipment is stamped or labeled with electrical ratings usually found on the back or bottom of the equipment. Verify voltage and either amperage or wattage from the information provided. Standard office and household items operate on 110/120 volt power. Machinery and equipment typically require 208 or 480 volt power.

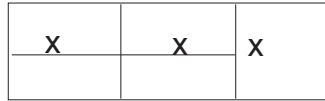
For Lighting

Verify the wattage of the bulbs in the lights and multiply by the number of bulbs/lights.

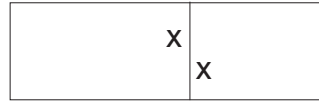
LOCATION OF POWER IN YOUR BOOTH

In-Line and Peninsula Booths

Power will be installed in one location, typically on the floor somewhere along the back of the booth, as indicated in the following diagrams: (We cannot guarantee that the outlet will be specifically located in the middle.)



IN-LINE BOOTHS / PENINSULA

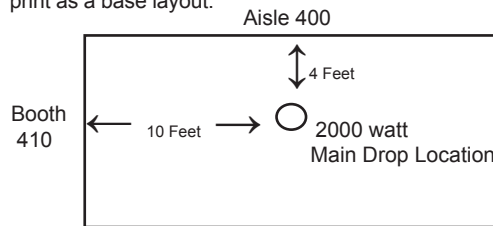


BACK TO BACK PENINSULA

If power is required in locations other than indicated above, secondary distribution will be required and billed on a time and material basis. Please complete and submit an Electrical Labor Order Form with your power order, along with a floor plan as described below.

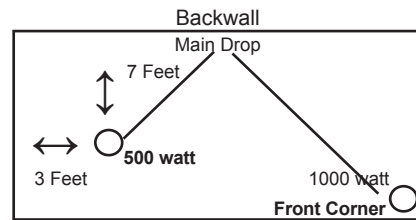
Island Booths/Multiple Outlets

Floor plans are always required for Island Booths and orders for multiple outlet locations. Floor plans must indicate the location of the main power drop and any secondary distribution if applicable. See examples below: A grid is available at freemanco.com to print as a base layout.



Island Booth with one outlet

Aisle or booth numbers are very important to help determine booth orientation.



10 X 20 Booth with multiple outlets
Labor Required

Please indicate power by amperage or wattage, as shown, rather than X.

If power location in an island booth is not provided prior to show move-in, a location will be determined by Freeman in order to maintain delivery schedules. Relocation of the service will be charged on a time and material basis.

OTHER:

1. Labor is required for any and all electrical work in an island. Please see the Electrical Labor form for complete details.
2. All material and equipment provided by Freeman is for rental purposes only and remains the property of Freeman. All equipment will be removed at the close of the show.
3. All equipment regardless of power source, must comply with Federal, State and local codes. Freeman reserves the right to inspect all electrical devices and connections to ensure compliance with all codes. Freeman is required to refuse connections where the exhibitor wiring is not in accordance with local electrical code.
4. Standard wall and other permanent building utility outlets or sockets are not part of booth space and may not be used by exhibitors unless electrical services have been ordered.
5. Exhibitors' cords must be a minimum of 14 gauge 3 wire with ground and must be flat when used for floorwork. All multi-outlet devices (eg - power strips) must have circuit protection. All exposed non-current carrying metal parts of fixed equipment, which are liable to be energized, shall be grounded.
6. Exhibitors' equipment will be modified to conform to Freeman receptacles. Labor to install or change a cord cap will be billed on a time and material basis.
7. Exhibitors with hardwall displays must arrange for power to be installed inside the booth or provide access.
8. Power sharing is not permitted between exhibitors.
9. 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.
10. Claims will not be considered, or adjustments made unless filed in writing, by Exhibitor, prior to the close of the event.
11. Freeman is not responsible for any damage or loss caused by the loss of power beyond its control and Exhibitor agrees to hold Freeman, its officers, directors, employees and agents harmless from such power loss. IN NO EVENT SHALL FREEMAN BE LIABLE FOR ANY INDIRECT OR CONSEQUENTIAL DAMAGES (INCLUDING WITHOUT LIMITATION LOST PROFITS) EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, WHETHER UNDER THEORY OF CONTRACT, TORT (INCLUDING NEGLIGENCE), PRODUCTS LIABILITY OR OTHERWISE. Exhibitor shall indemnify and hold harmless Freeman, its officers, directors, employees, and agents from and against any and all claims, liabilities, damages, fines penalties or costs of whatsoever nature (including reasonable attorneys' fees) arising out of or in any way connected with Exhibitor's actions or omissions under this Agreement.

F R E E M A N

3323 IH 35 North, Suite 120
San Antonio, TX 78219
Ph: 210/227-0341 · Fax: 469/621-5611
FreemanSanAntonioES@freemanco.com

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

NAME OF SHOW: **ABRF 2011 / FEBRUARY 20-22, 2011**

COMPANY NAME _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS _____

For Assistance, please call 210-227-0341 to speak with one of our experts.

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

ELECTRICAL LABOR

LABOR RATES

Straight Time.....\$77.00 per hour

Monday - Friday, 8:00 am - 5:00 pm (Excluding Holidays)

Overtime.....\$ 154.00 per hour

Monday - Friday, 5:00 pm - 8:00 am and All day Saturday, Sunday and Holidays

Step 1

Review the list of work below to determine if electrical labor is required in your booth. None of the following services may be performed by other Unions, I & D houses or Exhibitors, as it falls under electrical jurisdiction. Time and material charges will apply.

Labor Is Required For:

- 1 Floorwork - Distribution of electrical under carpet and flooring
- 2 Boothwork - Distribution of electrical overhead (more than one drop location in your booth) and/or through booth structure
- 3 Hook Up - Connection and hard-wiring of all 208 or higher voltage services, electrical motors, dimmers, disconnects or sound and projection equipment
- 4 Lighting -
 - a) Assembly and installation of all mechanically fastened static lighting when wattage exceeds 2000 watts or more than 4 lights.
 - b) Assembly, installation and dismantle of electrical headers and/or light boxes
- 5 Truss Work -
 - a) Assembly and installation of all lighting hung from truss or beams (including assembly and hanging of the truss), overhead lighting and distribution of power cables throughout the truss.
 - b) Assembly of ground support truss specifically for lighting (more than 4 lights or greater than 2000 watts)
- 6 Signage -
 - a) Installation of ground supported or hanging electrical or rotating signs
 - b) Wiring of overhead signs.
- 7 Inspection - All Exhibitor's power panels and equipment pre-wired to plug into Freeman systems
- 8 Lift Services -
 - a) Forklift
 - b) Scissorlift
 - c) Boom Lift
- 9 Miscellaneous-
 - a) Any electrical distribution and/or mechanical fastening to the exhibit or display of all electrical equipment, lighting fixtures, power tracks, etc.
 - b) Mounting of single monitors over 6' (to include plasma screens, LCD & CRT) and installation of hanging brackets
 - c) Changes to or the addition of electrical connectors to electrical apparatus
 - d) If the combination of all outlets is greater than 2000 watts/20amps or voltage is higher than 120 volt.

STEP 2 (Applicable to Floorwork only)

Complete the authorization below and submit a scaled floor plan indicating a main power drop, exact outlet locations (with wattage or amperage) complete with dimensions and booth orientation indicating surrounding aisle or booth numbers. See example on reverse. Please also submit the Freeman Method of Payment Form with credit card information. Floor work can only be completed in advance with a credit card on file and upon receipt of an acceptable floor plan and authorization to proceed. It is highly recommended to choose this option so that work is completed prior to your arrival and booth set up can begin immediately.

Authorized to proceed without supervision based on accompanying floor plan. Method of Payment attached.

Installation to be complete by Date _____ Time: _____

Authorized Signature: _____ Print Name: _____

If a company representative prefers to be present during electrical distribution, please complete Step 3 indicating Floor Work or #1 as Type of Work.

See Reverse Side for Additional Information and Conditions

FREEMAN electrical labor

STEP 3

Indicate the preferred date and time that labor and/or lift is required. (Start times cannot always be guaranteed). If no time is provided, work will be performed on a first-come, first served basis only upon request. Please visit the Freeman service desk to confirm that you are ready for service. If electricians are dispatched at time of request and no supervision is available, a minimum one hour labor charge per electrician will apply.

NAME OF ON-SITE AUTHORIZED REPRESENTATIVE _____

(Enter applicable # from Step 1)

Labor Request Day _____ Date _____ Time _____ # of Electricians _____ Type of Work _____
 Day _____ Date _____ Time _____ # of Electricians _____ Type of Work _____

Lift Request Day _____ Date _____ Time _____ Est. # of Hours _____ Type of Lift _____
 (Example: 9C)

CANCELLATION POLICY

A 50% refund will be applied to electrical outlets cancelled after installation. Refunds will not be issued for materials and/or labor charges related to the installation.

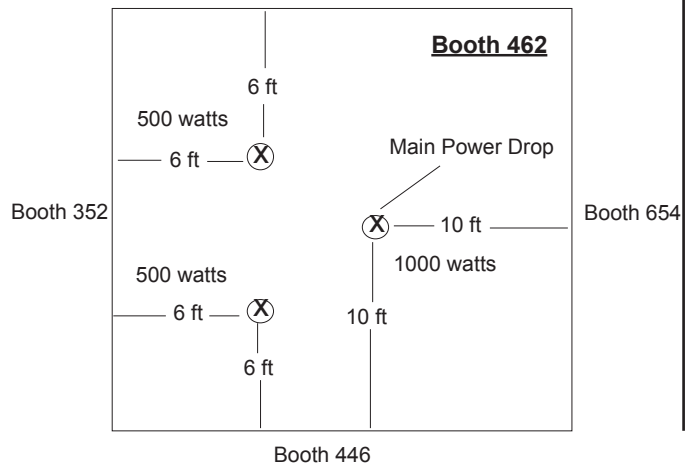
TERMS & CONDITIONS

- 1 Straight time rates apply to labor calls between the hours of 8:00 am and 5:00 pm, Monday through Friday. Overtime rates apply to labor calls before 8:00 am and after 5:00 pm, Monday through Friday, Saturdays, Sundays and Holidays.
- 2 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.
- 3 A minimum charge of one hour is applicable to all labor requests. Additional time on the same day is billed in 1/2 hour increments. Continuations to another day are a minimum of 1 hour. Labor charges for dismantle will be one-half of the installation charge and will be automatically applied to your invoice.
- 4 Charges for labor commence at time of dispatch to service the labor call. A one hour minimum will apply if an exhibitor representative is not present at the time of call or reschedules the call, unless 24 hour advance notice is received in writing.
- 5 Labor charges will include the time for electricians to gather the necessary tools and material for the job, have their work checked by the client and return the tools and material to the supply area.
- 6 Every effort will be made to dispatch electricians as requested but start times cannot be guaranteed. 8:00 am calls will be filled on a first come first served basis as orders are received.
- 7 Lift equipment required for installation and dismantle purposes can be rented on an hourly basis, with a one hour minimum. At least one crew will be required to operate the equipment.
- 8 Claims will not be considered, or adjustments made, unless filed in writing, by Exhibitor, prior to the close of the event.
- 9 Exhibitor agrees to indemnify and hold harmless Freeman, its officers, directors, employees and agents from and against, any and all losses caused by loss of power beyond Freeman'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 the Exhibitor.

EXAMPLE OF PLAN AND INFORMATION REQUIRED TO COMPLETE FLOORWORK

Please indicate the following on the floor plan.

1. Location and load of main power drop - please provide specific dimensions and wattages/amperages.
2. Location and load of all outlets - please provide specific dimensions and wattages/amperages.
3. Booth orientation - please provide surrounding aisle and/or booth numbers



SAN ANTONIO, AUSTIN & SOUTH TEXAS AREA

To assist you in planning your show, we would like to provide you with the following information regarding your labor jurisdictions.

LABOR SERVICE

FREEMAN has exclusive labor to assist with your Installation and Dismantling needs as well as Freight Services. Full time employees with Exhibiting Companies may set their own booths without assistance from our labor.

MATERIAL HANDLING

FREEMAN is the exclusive provider of freight services. Full time employees of exhibiting companies may move their own materials to their booth space with 2 wheel dollies ONLY. Vehicles being unloaded must be owned or leased and operated by a full time employee of the exhibiting company. No pallet jacks nor motorized forklifts can be operated by anyone other than the Official Freight Service Company. Hotel Bellmen, Porters, Taxi Drivers, Day Laborers, etc. are not allowed on the show floor and cannot move any materials to and from the exhibitor's booth. FREEMAN will control access to the loading docks in order to provide for a safe and orderly move-in/move-out. Exhibitors wishing to move their own materials in or out of the show will be provided a space in the dock area to load or unload their vehicles on a first come basis.

PLEASE NOTE:

- Please do not tip any employee. Do not give coffee breaks, for union employees have a fifteen minute paid break mid-morning and mid-afternoon. Any attempt by an employee to solicit a gratuity for any service should be reported immediately to Freeman and/or Exhibit Management. Union employees are paid a good wage scale, and tipping is strongly discouraged and is not an accepted policy of any Official Service Supplier.
- If you encounter any difficulty with any laborer, or if you are not satisfied with the work performed, please bring this to the attention of Freeman. Please refrain from voicing complaints directly to craft personnel.
- The person in charge of your exhibit should carefully inspect and sign all work order forms. If there are any questions about any bills, bring the bill to the appropriate Service Desk and discuss it with the person in charge.

F R E E M A N

3323 IH 35 North, Suite 120
 San Antonio, Texas 78219
 (210) 227-0341 • Fax: (469) 621-5611
 FreemanSanAntonioES@freemanco.com

DEADLINE DATE
 FEBRUARY 04, 2011

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

NAME OF SHOW: **ABRF 2011 / FEBRUARY 20-22, 2011**

COMPANY NAME _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS _____

For Assistance, please call 210-227-0341 to speak with one of our experts.

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

DISPLAY LABOR (One Hour Minimum per Worker)

Description	Advance Price	Show Site Price
Straight Time- 8:00 A.M. to 5:00 P.M. Monday through Friday	\$ 63.00	\$ 81.90
Overtime- 6:00 A.M. to 8:00 A.M. and 5:00 P.M. to 12:00 Midnight Monday through Friday		
ALL DAY SATURDAY, SUNDAY & HOLIDAYS	\$ 94.50	\$ 122.85

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

INSTALLATION LABOR

- Freeman Supervised Labor - Please complete the reverse side of this form.**
- Installation of your exhibit will be completed at our discretion prior to show opening.
 - The charge for this service is 30% of the total installation labor bill, with a minimum of \$45.00.
- Emergency contact: _____ Phone Number: _____

- Exhibitor Supervised Labor (Supervisor must check in at Service Desk to pick up labor)**
- Supervisor will be: _____ Phone Number: _____

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

DISMANTLE LABOR

- Freeman Supervised Labor - Please complete the reverse side of this form.**
- Freeman is not responsible for product or literature that is not properly packed and labeled by exhibitor.
 - The charge for this service is 30% of the total dismantle labor bill, with a minimum of \$45.00.
- Emergency contact: _____ Phone Number: _____

- Exhibitor Supervised Labor (Supervisor must check in at Service Desk to pick up labor)**
- Supervisor will be: _____ Phone Number: _____

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

FREEMAN installation & dismantle

NAME OF SHOW: **ABRF 2011 / FEBRUARY 20-22, 2011**

COMPANY NAME: _____

BOOTH#: _____

CONTACT NAME: _____

PHONE#: _____

FREEMAN SUPERVISED LABOR

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

INBOUND SHIPPING & SET UP INFORMATION

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

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

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

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

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

Comments: _____

Graphics: With Exhibit _____ Shipped Separately _____

Comments: _____

Special Tools/Hardware Required: _____

OUTBOUND SHIPPING INFORMATION

SHIP TO: _____

METHOD OF SHIPMENT

Freeman Exhibit Transportation:

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

Other (list carrier name & phone number):

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

FREIGHT CHARGES

- Prepaid Collect

Bill To: _____

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

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

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

FREEMAN installation & dismantle

FREEMAN

RUSH

DO NOT DELAY

TO: _____
EXHIBITOR NAME

C/O: **FREEMAN**
3323 IH 35 NORTH, SUITE 126
SAN ANTONIO TX 78219

HANGING SIGNS

EVENT: **ABRF 2011**

BOOTH NO. _____ NO. _____ OF _____ PCS.

FREEMAN

RUSH

DO NOT DELAY

TO: _____
EXHIBITOR NAME

C/O: **FREEMAN**
3323 IH 35 NORTH, SUITE 126
SAN ANTONIO TX 78219

HANGING SIGNS

EVENT: **ABRF 2011**

BOOTH NO. _____ NO. _____ OF _____ PCS.

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

WHAT ARE FREIGHT SERVICES?

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

How do I ship to the warehouse?

- We will accept freight beginning 30 days prior to show move-in.
- To check on your freight arrival, call Exhibitor Services at the location listed on Quick Facts.
- To ensure timely arrival of your materials at show site, freight should arrive by the deadline date listed on Quick Facts. Your freight will still be received after the deadline date, but additional charges will be incurred.
- The warehouse will receive shipments Monday through Friday, except holidays. Refer to Quick Facts for warehouse hours. No appointment is necessary.
- The warehouse will accept crates, cartons, skids, trunks/cases and carpets. Loose or pad-wrapped material must be sent directly to show site.
- All shipments must have a bill of lading or delivery slip indicating the number of pieces, type of merchandise and weight.
- Certified weight tickets must accompany all shipments.
- Warehouse freight will be delivered to the booth prior to exhibitor setup.
- Please call the number located on Quick Facts if you want to ship oversized material that requires special equipment to the warehouse.

How do I ship to show site?

- Freight will be accepted only during exhibitor move-in. Please refer to Quick Facts for the specific exhibitor move-in dates and times.
- All shipments must have a bill of lading or delivery slip indicating the number of pieces, type of merchandise and weight.
- Certified weight tickets must accompany all shipments.

What about prepaid or collect shipping charges?

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

How should I label my freight?

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

How do I estimate my Material Handling charges?

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

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

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

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

- Add overtime charges for inbound if material is delivered to the booth during the overtime period stated on Quick Facts. This includes both warehouse and show-site shipments.

- Add overtime charges for outbound if material is loaded onto the outbound carrier during the overtime period stated on Quick Facts.
- Add the late delivery charge listed on the Order Form if the shipment is accepted at the warehouse or at show site after the deadline date listed on Quick Facts.
- The above services, whether used completely or in part, are offered as a package and the charges will be based on the total inbound weight of the shipment.
- Shipments received without receipts or freight bills, such as UPS and Federal Express, will be delivered to the booth without guarantee of piece count or condition.

What happens to my empty containers during the show?

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

How do I protect my materials after they are delivered to the show or before they are picked up after the show?

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

How do I ship my materials after the close of the show?

- Each shipment must have a completed Material Handling Agreement in order to ship materials from the show. All pieces must be labeled individually.
- To save time, complete and submit the Outbound Shipping Form in advance, or you may contact the Service Center at show site for your shipping documents. The Material Handling Agreement and labels will be processed and available prior to show closing.
- After materials are packed, labeled, and ready to be shipped, the completed Material Handling Agreement must be turned in at the Service Center.
- Call your designated carrier with pick-up information. Please refer to Quick Facts for specific dates and times. In the event your selected carrier fails to show on final move-out day, your shipment will either be rerouted to Freeman’s carrier choice or delivered back to the warehouse at exhibitor’s expense.
- For your convenience, show-recommended carriers will be on site to handle outbound transportation.

Where do I get a forklift?

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

Do I need insurance?

- Be sure your materials are insured from the time they leave your firm until they are returned after the show. It is suggested that exhibitors arrange all-risk coverage. This can be done by riders to your existing policies.
- All materials handled by Freeman are subject to the enclosed Terms and Conditions.

Other available services (may not be available in all locations)

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

F R E E M A N

F R E E M A N

1-800-995-3579

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

INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **ABRF 2011 / FEBRUARY 20-22, 2011**

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

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

For Assistance, please call 1-800-995-3579 to speak with one of our experts.

For fast, easy ordering, go to www.freemanco.com/store

EXHIBIT TRANSPORTATION

TIPS FOR EASY ORDERING

- Credit card information must be on file prior to pick up, as charges will be included on your show services invoice.
- International Exhibitors remember - Shipments originating from countries other than the U.S. must be cleared through customs. Please call for additional information: 1-800-995-3579

COMPLETE THE FOLLOWING ITEMS ON THIS FORM:

PICK UP INFORMATION

Requested Pick Up Date: _____

SHIPPER NAME _____

SHIPPER ADDRESS _____

(City) _____ (State) _____ (Zip) _____

DESTINATION

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

FREEMAN / Exhibiting Company Name / Booth #

ABRF 2011

C/O: FREEMAN
3323 IH 35 NORTH, STE 126
SAN ANTONIO, TX 78219

MUST BE DELIVERED BY FEBRUARY 11, 2011

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

FREEMAN / Exhibiting Company Name / Booth #

ABRF 2011

C/O: FREEMAN
JW MARRIOTT SAN ANTONIO HILL COUNTRY
23808 RESORT PKWY
SAN ANTONIO, TX 78261

CANNOT BE DELIVERED BEFORE FEBRUARY 18, 2011

TYPE OF SERVICE

- 1 Day: Delivery next business day (before 5:00 PM)
 2 Day: Delivery by 5:00 PM second business day
 Deferred: Delivery within 3 - 4 business days
 Declared Value \$ _____

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

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

SHIPPING INFORMATION

Items to be shipped

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

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

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

OUTBOUND SHIPPING

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

Ship to address:

Number of Labels : _____

**FAX THIS COMPLETED FORM TO:
(817) 385-0983**

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

SHOW # (252825) _____

FREEMAN exhibit transportation

SPECIAL HANDLING DEFINITIONS

for frequently asked questions and material handling estimator tools, go to www.myfreemanonline.com

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

What is Ground Loading/Unloading?

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

What is Constricted Space Loading/Unloading?

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

What is Designated Piece Loading/Unloading?

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

What are Stacked Shipments?

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

What is Shipment Integrity?

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

What is Alternate Delivery Location?

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

What are Mixed Shipments?

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

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

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

What about carpet only shipments?

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

What is the difference between Crated and Uncrated Shipments?

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

F R E E M A N

R U S H

DO NOT DELAY

MUST DELIVER BY FEBRUARY 11, 2011

TO: _____

EXHIBITOR NAME

C/O: FREEMAN

**3323 IH 35 NORTH
STE 126**

SAN ANTONIO, TX 78219

WAREHOUSE

EVENT: _____ **ABRF 2011**

BOOTH NO. _____ NO. _____ OF _____ PCS.

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

F R E E M A N

R U S H

DO NOT DELAY

MUST DELIVER BY FEBRUARY 11, 2011

TO: _____

EXHIBITOR NAME

C/O: FREEMAN

**3323 IH 35 NORTH
STE 126**

SAN ANTONIO, TX 78219

WAREHOUSE

EVENT: _____ **ABRF 2011**

BOOTH NO. _____ NO. _____ OF _____ PCS.

F R E E M A N

3323 I H 35 North, Ste 120
 San Antonio, TX 78219
 (210) 227-0341 Fax: (469) 621-5611
 FreemanSanAntonioES@freemanco.com

**OUTBOUND MATERIAL HANDLING
 AND SHIPPING LABELS**

NAME OF SHOW: **ABRF 2011 / FEBRUARY 20-22, 2011**

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

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

For Assistance, please call (210) 227-0341 to speak with one of our experts.

For fast, easy ordering, go to www.freemanco.com/store

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

SHIPPING INFORMATION

FROM: SHIPPER/EXHIBITOR NAME: _____

BILLING ADDRESS: _____

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

SHIP TO: COMPANY NAME: _____

DELIVERY ADDRESS: _____

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

PHONE#: _____ ATTN: _____

SPECIAL INSTRUCTIONS: _____

METHOD OF SHIPMENT

PLEASE CHECK DESIRED METHOD OF SHIPMENT BELOW

FREEMAN EXHIBIT TRANSPORTATION

- 1 Day: Delivery next business day
- 2 Day: Delivery by 5:00 P.M. second business day
- Expedited
- Deferred: Delivery within 3-4 business days
- Standard Ground
- Specialized: Pad wrapped, uncrated, or truckload
- OTHER COMMON CARRIER _____
- OTHER VAN LINE _____
- OTHER AIR FREIGHT _____
 - Next Day
 - 2nd Day
 - Deferred

CARRIER PHONE #: _____

Once your shipment is packed and ready to be picked up, please return the Material Handling Agreement to the Exhibitor Services Center.

Verify the piece count, weight and that a signature is on the Material Handling Agreement prior to shipping out.

SHIPMENTS WITHOUT PAPERWORK TURNED IN WILL BE RETURNED TO OUR WAREHOUSE AT EXHIBITOR'S EXPENSE.

Freeman will make arrangements for all Freeman Exhibit Transportation shipments. Arrangements for pick-up by other carriers is the responsibility of the exhibitor. During exhibitor move-out, when time permits, Freeman will attempt a courtesy phone call to your carrier to confirm the scheduled pick-up.

DESIRED NUMBER OF LABELS: _____

PAYMENT & LABOR

YOU ARE ENTERING A CONTRACT WHICH LIMITS YOUR POSSIBLE RECOVERY IN CASE OF LOSS OR DAMAGE. The terms and conditions set forth below become a part of the Contract between FREEMAN and you, the EXHIBITOR. Acceptance of said terms and conditions will be construed when any of the following conditions are met:

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

DEFINITIONS

For purposes of this Contract, "FREEMAN" means Freeman Decorating Services, Inc. ("FDSI"), Freeman Decorating Ltd. Freeman Audio Visual Solutions, Inc., and their respective employees, directors, officers, agents, assigns, affiliated companies, and related entities. The term "EXHIBITOR" means the Exhibitor, its employees, agents, representatives, and any Exhibitor Appointed Contractors ("EAC").

PAYMENT TERMS

Full payment, including any applicable tax, is due at the time the order is placed. Purchase orders are not considered payment. All payments must be in U.S. funds and all checks must be drawn on a U.S. bank. Orders received without advance payment or after the deadline date will incur additional After Deadline charges as indicated on each order form. All materials and equipment are on a rental basis for the duration of the show or event and remain the property of Freeman except where specifically identified as a sale. All equipment rentals are based on Show Rates and apply only to Show Days. Rental prices on Audio Visual equipment (including computers) do not include labor, delivery, electrical services or removal of the equipment from the booth. Exhibitor agrees to use all rental equipment with reasonable care to prevent excessive wear and tear and/or damage to Freeman's property. Exhibitor will notify Freeman immediately of any damage to rental equipment and agrees to be billed for any damage to, or loss of, rental equipment rented to Exhibitor. In case of cancellation of any labor orders by Exhibitor a one-hour "per person, per hour" charge will be applied for all labor and equipment orders that are not canceled in writing at least 24 hours prior to the scheduled start time. If Prestige Carpet, Custom-Cut Carpet, Modular Rental Exhibits, Audio Visual and/or Computer Equipment and any other custom-order items or services have already been provided at the time of cancellation, fees will remain at 100% of the original charge. If the Show or Event is canceled because of reasons beyond Freeman's control, Exhibitor remains responsible for all charges for services and equipment provided up to and including the date of cancellation. Freeman will not issue refunds to Exhibitor of any payments made before the date of cancellation. Exhibitor is solely responsible for, and agrees to pay, any and all charges related to removal of items from Exhibitor's booth after the show has ended even if items were provided by, or belong to a third party. It is Exhibitor's responsibility to advise the Freeman Service Center Representative of problems with any orders, and to check the Exhibitor's invoice for accuracy prior to the close of the Show or Event. If Exhibitor is exempt from payment of sales tax, Freeman requires an exemption certificate for the State in which the services are to be used. Resale certificates are not valid unless Exhibitor is rebilling these charges to its customers. For International Exhibitors, Freeman requires 100% prepayment of advance orders, and any order or services placed at show site must be paid at the show. For all others, should there be any preapproved unpaid balance after the close of the show; terms will be net, due and payable in Dallas, Texas upon receipt of invoice. Effective 30 days after invoice date, any unpaid balance will bear a FINANCE CHARGE at the lesser of the maximum rate allowed by applicable law, or 1.5% per month, which is an ANNUAL PERCENTAGE RATE of 18%, and future orders will be on a pre-paid basis only. If any finance charge hereunder exceeds the maximum rate allowed by applicable law, the finance charge shall automatically be reduced to the maximum rate allowed, and any excess finance charge received by Freeman shall be either applied to reduce the principal unpaid balance or refunded to the payer. If past due invoices or invoice balances are placed with a collection agency or attorney for collection or suit, Exhibitor agrees to pay all legal and collection costs. THESE PAYMENT TERMS AND CONDITIONS SHALL BE GOVERNED BY AND CONSTRUED IN ACCORDANCE WITH THE LAWS OF THE STATE OF TEXAS. In the event of any dispute between the Exhibitor and Freeman relative to any loss, damage, or claim, such Exhibitor shall not be entitled to and shall not withhold payment, or any partial payment, due to Freeman for its services, as an offset against the amount of any alleged loss or damage. Freeman reserves the right to charge Exhibitor for the difference between the Exhibitor's estimate of charges and the actual charges incurred by Exhibitor, or for any charges that Freeman may be obligated to pay on behalf of Exhibitor, including without limitation, any shipping charges. If Exhibitor provides a credit card for payment and charges are rejected by the Exhibitor's credit card company for any reason, Freeman hereby provides notice that it reserves the right, and Exhibitor authorizes Freeman, to continue to attempt to secure payment through that credit card for as long as unpaid balances remain on the Exhibitor's account. Exhibitor hereby grants a lien on its property in Freeman's possession to the extent of any outstanding obligations owed to Freeman by Exhibitor.

LABOR UNDER SUPERVISION OF EXHIBITOR: Exhibitor shall be responsible for the performance of labor provided under this section. It is the responsibility of Exhibitor to supervise labor secured through Freeman in a reasonable manner as to prevent bodily injury and/or property damage and also to direct them to work in a manner that is in compliance with Freeman's Safe Work Rules and/or Federal, State, County and Local ordinances, rules and/or regulations, including but not limited to Show or Facility Management rules and/or regulations. It is the responsibility of Exhibitor to check in with the Service Desk to pick up labor, and to return to the Service Desk to release labor when the work is completed. **INDEMNIFICATION:** Exhibitor agrees to indemnify, hold harmless, and defend Freeman from and against any and all demands, claims, causes of action, fines, penalties, damages, liabilities, judgments, and expenses (including but not limited to reasonable attorneys' fees and investigation costs) arising out of work performed by labor provided by Freeman but supervised by Exhibitor. Further, the Exhibitor's indemnification of Freeman includes any and all violations of Federal, State, County or Local ordinances, "Show Regulations and/or Rules" as published and/or set forth by Facility or Show Management, and/or directing labor provided by Freeman to work in a manner that violates any of the above rules, regulations, and/or ordinances.

IMPORTANT

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

MATERIAL HANDLING

YOU ARE ENTERING A CONTRACT WHICH LIMITS YOUR POSSIBLE RECOVERY IN CASE OF LOSS OR DAMAGE. Acceptance of said terms and conditions will be construed when any of the following conditions are met: This Material Handling Agreement (MHA) is signed; Exhibitor's materials are delivered to Freeman's warehouse or to an event site for which Freeman is the Official Show Contractor; or an order for labor and/or rental equipment is placed by Exhibitor with Freeman.

1. **DEFINITIONS.** For purposes of this Contract, Freeman means Freeman Decorating Services, Inc., and its employees, directors, officers, agents, assigns, affiliated companies, and related entities. The term "Exhibitor" means the Exhibitor, its employees, agents, representatives, any Exhibitor Appointed Contractors ("EAC"), and any persons receiving services from Freeman.

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

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

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

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

6. **DESIGNATED CARRIERS.** Freeman shall have the authority to change the Exhibitor designated carrier if that carrier does not pick up the shipment(s) at the appointed time. Where no disposition is made by Exhibitor, materials may be taken to a warehouse to await Exhibitor's shipping instructions and Exhibitor agrees to be responsible for charges relating to such rerouting and handling. In no event shall Freeman be responsible for any loss resulting from such rerouting designation.

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

8. **CLAIM(S) FOR LOSS.** Exhibitor agrees that any and all claims for loss or damage must be submitted to Freeman immediately at the show site, and in any case not later than **thirty (30) business days** after the conclusion of the show or exposition. (For purposes of claim reporting, the "conclusion" of the show shall be construed as the time when Exhibitor's materials are delivered to the carrier for transportation from the show site or from Freeman's warehouse). All claims reported after thirty (30) days will be rejected. In no event shall a suit or action be brought against Freeman **more than two (2) years** after the date of loss or damage occurred.

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

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

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

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

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

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

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

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

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

**SAN ANTONIO FIRE PREVENTION DIVISION
1901 SOUTH ALAMO STREET
SAN ANTONIO, TEXAS 78204**

Revised June 26, 2008

Fire Regulations for Assembly Occupancies

Welcome to San Antonio and let us be one of the first to assist you in making your visit a momentous one. To ensure no last minute changes or unknown charges, please review the following basic outline of our fire code regulations. For more specific information on inquires about possible fees and special approvals, please contact our Special Events Coordinator at (210) 207-3695.

Seating and Booth Arrangements:

1. A floor plan of the layout for public events such as banquets, display exhibits, conventions, concerts or conferences should be submitted to the Fire Marshal for approval at least 21 days prior to the event.
2. All seating arrangements for events will be in accordance with NFPA 101, Life Safety Code, and 2006 International Fire Code, and approved by the Fire Marshal. Any special or unusual arrangements must be approved prior to tickets sales.
3. Exhibit approvals will require a final walk-through by the Fire Marshal prior to event opening. Walk-through conducted after normal work schedule, weekends or holidays will be at the expense of clients unless instructed otherwise.

Booth Construction, Decorations, and Stage Scenery:

4. The decorative and construction materials must be of non-combustibles or flame-resistant material or treated with a solution to make the material flame-resistant.
5. All curtains, drapes, carpet and decorative materials must be non-combustible or flame-resistant material.
6. Any merchandise or material attached to drapes or table skirts must be on non-combustible or flame-resistant material or approved by the Fire Marshal.

Enclosed and Multiple Story Booths:

7. All booths that are completely enclosed must have a smoke detector within the enclosed area that can be heard outside the enclosed area. Multiple story booths must have a smoke detector on the ceiling of the first level.
8. If any enclosed or multiple story booth is over 50 feet in length and holds more than 50 people, it must have at least two marked exits.
9. The travel distance within any booth or exhibit enclosure to an exit access aisle may not be greater than 50 feet.
10. Multiple Story Booth plans must be submitted to the Fire Marshal's office for approval. The plans must specify maximum number of occupants and have a structural engineer's stamp certifying that the platform can bear the maximum occupant load.
11. Multiple story booths must contain at least two 5 pound fire extinguishers, ABC type (2A10BC), with at least one fire extinguisher per floor.

Exits and Exit access and discharge:

12. All exit doors and aisles serving any occupied area of the building must remain unobstructed and unlocked during the hours of operation.
13. No curtain, drapes, or banners shall be hung in such a manner as to cover any exit signs.
14. No decorations, furnishings or other objects may be so placed as to obstruct exits or visibility to the exits. Mirrors may not be placed next to or over exit doors in such a manner as to confuse the direction of the exit.

15. Exit illumination shall be provided and maintained when the building or structure is occupied. Equipment providing emergency power for exits should provide power for not less than ninety (90) minutes and assembly illumination shall be maintained and operable at all times. (2006 IFC, Section 1006)

Open Flames, Compressed Gases, Explosives and Lasers:

16. The following items may not be used without prior approval of the Fire Marshal.
- A. Use, display or storage of LPG (Propane or Butane) (200 lb storage limit)
 - B. Flammable Liquids of Gas
 - C. Barbeque Grills
 - D. Straw, sawdust, or wood shavings
 - E. Welding or cutting equipment for demonstration purposes
 - F. Gas fired appliances for demonstrations or cooking purposes
 - G. Salamander stoves for demonstrations or cooking purposes
 - H. Lit candles and lanterns for demonstration purposes
 - I. No Class B or C Fireworks of any type are allowed without a permit issued by the Fire Marshal's office
 - J. Helium filled balloons are not allowed in the Convention Facilities or Alamodome, as per regulations of the facility.
 - K. Hazers/Fog Machines
17. The use of open flames, burning or smoke-emitting materials as part of an act, display or show is prohibited, unless approved by the Fire Marshal.

Cooking and Cooking Appliances:

18. Cooking is permitted on a limited basis. Small electric cook-tops, ovens and skillets will be allowed for warming. Small 2 ½ - gallon deep-fat fryers are also allowed.
19. Cooking appliances must be placed on non-combustibles surface materials and may not be located within two feet of any combustible materials.
20. All cooking using grease or cooking oils may require splatter shields or lids to protect other employees or the public attending the function from being burned.

Electrical Equipment:

21. Electrical equipment must be installed, operated and maintained in a manner that does not create a hazard to life or property and approved by the City Electrical Inspector.
22. All extension cords extending across an aisle or in the path of travel must be secured/covered to avoid tripping anyone walking across the area.

Vehicles:

23. The following are requirements for displaying vehicles and fuel powered engines. (2006 IFC, sect. 314.4)
This includes all vehicles (e.g.: cars, trucks, semi's, recreational vehicles, boats, motorcycles, atv's, jet ski's, etc).
- A. Not more than ¼ tank or five (5) gallons, whichever is less.
 - B. Fuel tank gas cap must be locked or sealed to prevent mishandling or escape of vapors.
 - C. Battery cables must be disconnected from the ignition system.
 - D. Vehicle operation is limited to brief parade type display specifically approved by the Fire Marshal.
 - E. A floor plan of the display area must be submitted at least 21 days prior to move-in for the Fire Marshal's approved.
 - F. Keys to the vehicle shall remain at the exhibit area, so the vehicle can be removed in case of emergency.
 - G. Show vehicles with LPG tanks shall not be permitted inside the exhibit area without prior approval from the Fire Marshal.
24. No vehicle shall be parked in designated fire lanes.
25. All vehicles not on display are required to be removed from the building prior to the opening of the event.

Tents (over 200 Sq. Ft.) and Canopies (over 400 Sq. Ft.) require a Permit: (2006 IFC, sect. 2403.2)

26. All temporary installation of tents, awnings, canopies and other membrane structures requires prior approval by the Fire Marshal.
27. Plans drawn to scale showing size, height, location, anchoring details and certification of material flame resistance must be submitted to the Fire Marshal's office at least 21 days prior to event for approval.

Hazardous Materials:

28. OSHA requires that all containers of hazardous materials be labeled with the identity of the hazardous material contained therein and appropriate hazard warning.
29. All hazardous materials require Fire Marshal approval.
30. Exhibitors displaying or using hazardous chemicals must have available a Material Safety Data Sheet (MSDS) in case of spill or leakage.

General Regulations:

31. The use of all gas fire heating units; either portable or stationary shall meet the approval of the City Plumbing Inspector and/or the Fire Marshal.
32. Smoking is prohibited in all City of San Antonio buildings. Smoking policy is regulated by City Ordinances #62785, #75573, #85370 and facility regulations.
33. Storage for crates or freight not in use or being displayed must be arranged with the event coordinator and approved by the Fire Marshal.
34. Compressed gases are not allowed in the exhibit area in other than approved containers. Only one-day supply will be allowed in the display area and they must be secured.
35. Whenever compressed gases are used in booth or display area, a "**NO SMOKING**" sign must be posted.
36. If present, fire alarm systems and sprinkler systems must have a current inspection tag. (2006 IFC, sect. 901.6)
37. Every room or space that is an assembly occupancy shall have the occupant load of the room or space posted in a conspicuous place, near the main exit or exit access doorway from the room or space. (2006 IFC, sect. 1004.3)
38. In accordance with the 2006 International Fire Code (Section 403.1) "When, in the opinion of the Chief, it is essential for in a place of assembly or any place where people congregate, because of the number of persons, or the nature of the performance, exhibition, display, contest, or activity, the owner, agent, or lessee shall provide one or more fire watch personnel, as required and approved, to remain on duty during the times such places are open to the public, or when such activity is being conducted."

NOTICE:

If lasers will be used during an event, the technician must be registered with Texas Department of Health (Bureau of Radiation Control). To notify the Texas Department of Health, call (512) 834-6688 ext. 2251 or Fax (512) 834-6690. All pyro displays require the technicians to be licensed and certified by the Texas State Fire Marshal's office (512) 305-7932 or 305-7930. At the expense of the client, one or more Fire Marshals will be employed for these events, unless directed otherwise.

Lead Management Solutions



Capture Every Lead!

Every Attendee's badge has a barcode you can scan to capture their contact details. It's easy to Point, Scan, add Notes and Qualifiers. Your leads are available for download and follow up real-time.

Maximize your exhibit investment with lead retrieval

Never wait for your leads again with **Live Access**. Download and manage your leads real-time from our secure web server from any internet connected computer or device.

Synergy All-in-One

The Synergy All-in-One ties capturing and printing together in one unit.

- Scan with the push of a button
- Scan Standard or Custom Qualifiers
- Download your leads online shortly after show close
- This unit requires electricity.



Synergy Wireless Network

The Wireless Network enables two or more Code Readers to print and save leads.

- Add scanners for all booth staff
- Scan Standard or Custom Qualifiers
- Download your leads online shortly after show close
- Scanners are battery powered. Printer requires electricity.



Synergy Code Reader

This remote-sized scanner is lightweight and easy to use.

- Easy one button scanning
- Scan Standard or Custom Qualifiers
- **Live Access** online Leads
- Battery powered lasts entire show



Synergy Code Reader PLUS

This is the smallest handheld scanner with full features and a graphic display.

- Full feature graphic display & keyboard
- Type free form notes
- Scan Standard or Custom Qualifiers
- **Live Access** online Leads
- Battery powered lasts entire show



Synergy PDA Mobile

This lightweight handheld Pocket PC is complete with integrated scan head.

- Large Color Display
- Add Standard or Custom Qualifiers on the screen
- Type Free form notes
- Download your leads online shortly after show close
- Battery powered lasts entire show



For assistance call Exhibitor Services at 512-732-0100 or email at exhibitorservices@synergyet.com
See the Order Form on the Next Page for pricing and to place your order.

Lead Retrieval Order Form

Make the most of your Exhibit Investment. Capture and follow up on every lead with Lead Retrieval.

ABRF 2011

JW Marriott San Antonio Hill Country San Antonio, Texas
February 19-22, 2011

Complete this form on your computer.
Then **Print Form**, Sign and Fax.

Advance Discount Deadline: Feb 4, 2011

Step 1: Choose your Scanner

	Advance Rate by 2/4/11	Standard Rate	Number of Units	Total
Synergy All-In-One: Ties capturing and printing together in easy to use unit. Download your leads after the show.	\$ 310	\$ 340	<input type="text"/>	\$ <input type="text"/>
Synergy Wireless Network: Includes two (2) Code Readers and one (1) printing unit. Download your leads after show.	\$ 670	\$ 695	<input type="text"/>	\$ <input type="text"/>
Additional Code Readers: Add units to your wireless network.	\$ 105	\$ 130	<input type="text"/>	\$ <input type="text"/>
Synergy Code Reader: Remote control sized scanner is lightweight and easy to use. Live Access online Leads.	\$ 275	\$ 300	<input type="text"/>	\$ <input type="text"/>
Synergy Code Reader PLUS: Smallest handheld scanner with full features and a graphic display. Live Access online Leads.	\$ 295	\$ 305	<input type="text"/>	\$ <input type="text"/>
Synergy PDA Mobile: lightweight handheld Pocket PC complete with integrated scan head. Download your leads after show.	\$ 350	\$ 375	<input type="text"/>	\$ <input type="text"/>

Step 2: Add Options

Delivery, Install, Pick up	\$ 95	\$ 125	<input type="text"/>	\$ <input type="text"/>
Custom Qualifier Codes , see page 3 for ordering details	\$ 75	\$ 105	<input type="text"/>	\$ <input type="text"/>

Step 3: Total Your Order

Subtotal	\$ <input type="text"/>
Sales Tax 8.25%	\$ <input type="text"/>
Order Total	\$ <input type="text"/>

Form Ref: ABRF 2011 W

Step 4: Add Your Company & Payment Information

Company Information

Company:

Address:

City: State: Zip:

Exhibitor: Booth #:

Phone:

Ordered by:

Email:

Onsite: Cell:

Payment Information

Payment Method: AMEX M/C VISA CHECK

Check payers must provide credit card details & signature for security deposit.

Cardholder:

Credit Card #

Exp. Date: Security Code:

Visa & MasterCard 3 digit security code on the back. AMEX has a 4 digit code on the front.

Cardholder Billing Phone:

CC Billing Address:

City: State: Zip:

Step 5: Sign & Submit Your Order

Mail Orders to:

Synergy Event Technology, LLC
2700 Bee Caves Road, Suite 115
Austin, TX 78746

Fax Orders to: (512) 852-4500

For Assistance call (512) 732-0100

All equipment must be picked up at the service desk prior to the start of the show unless you have selected the delivery and set up option. Refunds will not be made for unclaimed equipment. Equipment must be returned to the service desk within one hour of show close to avoid additional charges. If Synergy Event Technology, LLC staff must pick up your order, you will be charged \$100. The Renter is responsible for the full replacement value of the equipment, up to \$2,500 per unit if lost, stolen or damaged while in their possession. All cancellations must be submitted in writing 2 weeks prior to the start of the show, there are no refunds for cancellations after this time. There is a \$100 fee for all cancellations prior to 2 weeks before the show. A credit card is required on all orders as a security deposit for the equipment. Synergy Event Technology, LLC will not charge the credit card held as security deposit without prior authorization. However, Synergy Event Technology, LLC reserves the right to charge fees associated with lost, stolen or damaged units as a last resort to recover payment. Synergy Event Technology, LLC will charge the correct amount of the form if calculated incorrectly. Checks are due in office 10 days prior to exhibitor move in. **By signing, I state that I am authorized to place this order and that I agree to all terms and conditions stated on the front of this form.**



X _____
Cardholders Signature (required)

Custom Qualifier Codes Order Page

Company:

Standard Codes

All units come with the standard qualifier codes below.

Add to Mailing List

Current Customer

Distributor

Have Purchasing Authority

Have a Sales Rep Call

Hot Lead!

Inquiry Only

Interested Buyer

OEM

Product A

Product B

Product C

Product D

Product E

Product F

Schedule Demonstration

Send Literature

Send Pricing Info

VAR

Wants Presentation

Custom Qualifier Codes

To order Custom Qualifier Codes please complete the steps below.

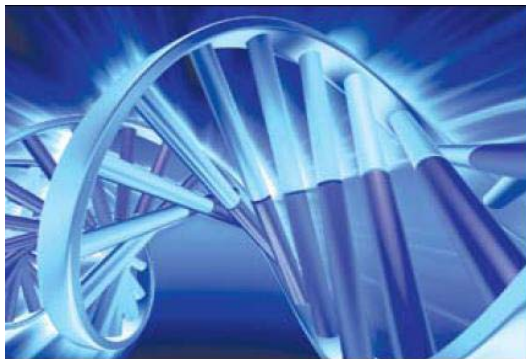
1. Add the charge on the order form.
2. Complete the template below
3. Send the Custom Qualifier Codes page with your order.

Instructions: Complete your Custom Qualifier Codes below. 35 characters maximum including spaces. Please do not use Apostrophes ('), Slashes (\ or /), Dots (.), Carrots (^) or Quotes ("). Numbers and all other characters are fine. Please print clearly.

1.	<input type="text"/>
2.	<input type="text"/>
3.	<input type="text"/>
4.	<input type="text"/>
5.	<input type="text"/>
6.	<input type="text"/>
7.	<input type="text"/>
8.	<input type="text"/>
9.	<input type="text"/>
10.	<input type="text"/>
11.	<input type="text"/>
12.	<input type="text"/>
13.	<input type="text"/>
14.	<input type="text"/>
15.	<input type="text"/>
16.	<input type="text"/>
17.	<input type="text"/>
18.	<input type="text"/>
19.	<input type="text"/>
20.	<input type="text"/>

Thank you for your order.





ABRF 2011

An International Symposium of the Association of Biomolecular Resource Facilities

Technologies to Enable Personalized Medicine

February 19-22 • San Antonio, TX • abrf2011.ABRF.org
JW Marriott San Antonio Hill Country

Exhibit Rental Pricing

Advance Order Show Rate Cut-Off Date: Feb 12th 2011

Customer Information

Company	Booth Number	
Contact Name	Phone Number	Email

AUDIO & VIDEO EQUIPMENT

Description	Qty	Advance Order Show Rate	After Deadline Rate	Total
LCD PRESENTATION MONITORS				
22" LCD Flat screen Monitor(16:9)		\$150.00	\$200.00	
26" LCD Flat Screen Monitor(16:9)		\$270.00	\$320.00	
32" LCD Flat Screen Monitor(16:9)		\$450.00	\$550.00	
40" LCD Flat Screen Monitor(16:9)		\$625.00	\$725.00	
46" LCD Flat Screen Monitor(16:9)		\$860.00	\$1,050.00	
52" LCD Flat Screen Monitor(16:9)		\$1,200.00	\$1,600.00	
60" LCD Flat Screen Monitor(16:9)		\$2,000.00	\$2,500.00	
NOTE: Wall Mounts, Floor Stands, and Speakers Are Ordered Separately and Incur A Separate Charge				
VIDEO PLAYERS				
DVD Player		\$65.00	\$125.00	
VHS Player		\$95.00	\$145.00	
VIDEO ACCESSORIES				
17"-22" LCD Monitor Floor Stand		\$90.00	\$130.00	
26"+ LCD Monitor Floor Stand		\$180.00	\$250.00	
Flat Panel Side Mount Speakers		\$75.00	\$100.00	
Audio Visual Rolling Cart W Skirt		\$50.00	\$75.00	
Video Distribution Amp		\$50.00	\$75.00	
AUDIO EQUIPMENT				
Powered Speaker W Stand		\$80.00	\$105.00	
Small Loudspeaker system (2 Speakers W Mixer)		\$200.00	\$250.00	
Large Loudspeaker system (2 Speakers W Mixer)		\$350.00	\$450.00	
Wired Microphone		\$45.00	\$70.00	
Wireless Microphone (Lavalier or Handheld)		\$250.00	\$300.00	
PERSONAL COMPUTERS				
Desktop Computer XP / Vista Standard (No Monitor)		\$190.00	\$290.00	
Laptop Computer XP / Vista Standard		\$240.00	\$340.00	
Apple Desktop Computer (No Monitor)		\$290.00	\$490.00	
Apple Mac book Pro		\$390.00	\$490.00	
PRINTERS				
Small LaserJet Printer		\$240.00	\$340.00	
Large LaserJet printer		\$390.00	\$490.00	
COMPUTER ACCESSORIES				
Ethernet Hub		\$45.00	\$70.00	
Pc Speaker System		\$45.00	\$70.00	
SPECIALTY NEEDS AND EQUIPMENT				

Please contact us for any special needs you might have!

ORDER TOTAL

Equipment Subtotal.....	\$ _____
Handling Charge(Includes deliver, setup, and dismantle): 20% of equipment subtotal for orders \$3500 and under (\$80 minimum). Handling charge for orders exceeding \$3500 will be based on actual time at the labor rates below. Please contact Connection Solutions For a quote.	\$ _____
Hourly labor rates	
\$55/Hour Straight Time (Between 8:am-5:pm, Mon-Fri).....	\$ _____
\$82.50/Hour Overtime (Between 5pm-8am- Mon-Fri, All day Sat + Sun).....	\$ _____
Tax @ 6.5% for Florida Residents	\$ _____
TOTAL CHARGES.....	\$ _____

NOTE: FULL PAYMENT IS DUE AT TIME SERVICES ARE ORDERED.
PURCHASE ORDERS ARE NOT CONSIDERED PAYMENT.

To Order Contact:



Kevin Lampman, Account Executive.
1444 Ardmore Road
Groveland, Fl 34736
Phone - 407-595-8255
Kevin@cslonline.com