

F R E E M A N

2200 Consulate Dr
Orlando, FL 32837
(407) 816-7900 Fax: (469) 621-5605
FreemanOrlandoES@freemanco.com

AAPD 66th ANNUAL SESSION
MAY 24 - 26, 2013
WALT DISNEY WORLD DOLPHIN ATLANTIC HALL
LAKE BUENA VISTA, FLORIDA

SERVICE INFORMATION

BOOTH EQUIPMENT

Each 10' x 10' booth will be set with 8' high ORANGE/WHITE back drape, 3' high ORANGE side dividers, (1) wastebasket, and a 7" x 44" identification sign.

Please note that electrical service is not included with your booth equipment but to accommodate possible power requirements, electrical outlets will be installed in every in-line booth. An audit will be conducted by electricians and on-site charges will apply if the electrical service is utilized without an order on file.

EXHIBIT HALL CARPET

The exhibit hall is carpeted.

DISCOUNT PRICE DEADLINE DATE

Order early to take advantage of advance order discount rates, place your order by April 30, 2013.

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

Thursday	May 23, 2013	8:00 AM - 5:00 PM
----------	--------------	-------------------

EXHIBIT HOURS

Friday	May 24, 2013	9:00 AM - 5:00 PM
Saturday	May 25, 2013	9:00 AM - 5:00 PM
Sunday	May 26, 2013	8:00 AM - 12:00 PM

EXHIBITOR MOVE-OUT

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

Sunday	May 26, 2013	12:00 PM - 4:00 PM
--------	--------------	--------------------

DISMANTLE AND MOVE-OUT INFORMATION

All exhibitor materials must be removed from the exhibit facility by Sunday, May 26, 2013 at 4:00 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 Sunday, May 26, 2013 at 2:00 PM.

POST SHOW PAPERWORK AND LABELS

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

SERVICE CONTRACTOR CONTACTS / INFORMATION:

FREEMAN

2200 Consulate Dr
Orlando, FL 32837
(407) 816-7900 fax (469) 621-5605
FreemanOrlandoES@freemanco.com

FREEMAN EXHIBIT TRANSPORTATION

(800) 995-3579 Toll Free US & Canada, (817) 607-5100 Local & International, (469) 621-5810 Fax

SERVICE CENTER HOURS

Thursday	May 23, 2013	8:00 AM - 5:00 PM
Friday	May 24, 2013	8:00 AM - 5:00 PM
Saturday	May 25, 2013	8:00 AM - 5:00 PM
Sunday	May 26, 2013	8:00 AM - 8:00 PM

FREEMAN ONLINE®

Take advantage of discount pricing by ordering online at www.freemanco.com/store by April 30, 2013. 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.freemanco.com/store 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 Toll Free US & Canada or (817) 607-5000 Local & International.

SHIPPING INFORMATION

Warehouse Shipping Address:

Exhibiting Company Name / Booth # _____

AAPD 66th ANNUAL SESSION

C/O FREEMAN

10088 GENERAL DRIVE

ORLANDO, FL 32824

Freeman will accept crated, boxed or skidded materials beginning Thursday, April 18, 2013, at the above address. Material arriving after May 17, 2013 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.

Show Site Shipping Address:

Exhibiting Company Name / Booth # _____

AAPD 66th ANNUAL SESSION

C/O FREEMAN

WALT DISNEY WORLD DOLPHIN RESORT

1500 EPCOT RESORTS BLVD

LAKE BUENA VISTA, FL 32830-8428

Freeman will receive shipments at the exhibit facility beginning Thursday, May 23, 2013. 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. Refer to the Material Handling form for charges for this service.

LABOR INFORMATION

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

ASSISTANCE

We want you to have a successful show. If we can be of assistance, please call our Exhibitor Services Department at (407) 816-7900.

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 (407) 816-7900 or Freeman's Customer Support Center at (888) 508-5054 Toll Free US & Canada or (817) 607-5000 Local & International.

HELPFUL HINTS

SAVE MONEY

Order early to take advantage of advance order discount rates, place your order by April 30, 2013.

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

Call Freeman's Exhibitor Services department at (407) 816-7900 with any questions or needs you may have.

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.

welcome



Welcome to Freeman, the industry's leading service contractor with more than 75 years of experience creating possibilities for our customers. At Freeman, our people make the difference, and when it comes to all the details of your show experience, our helpful employees have the expertise to ensure you always get your needs met exactly as specified. Above all, we take pride in putting you and your show requirements first, from furniture rental to material handling to custom exhibit programs, exhibit transportation, hanging signs and digital graphics. Whatever your exhibit requires, we have the premier resources to help you have the best show experience possible. Here are just a few of the outstanding services we are proud to offer you:

- Furnishings
- Carpet and Cleaning
- Freight and Material Handling Services
- Exhibit Transportation
- Rental Exhibit Programs
- Installation and Dismantle Services and Labor
- Digital Graphics and Signs

In addition, for some innovative design suggestions to help complement your exhibit, go to www.freemanco.com/furniturerepairing and visit our Furniture Grouping Ideas section. You'll find everything you need to give your booth a coordinated and professional look.

WELCOME TO Freeman

how do I get started?

To get started, first take a look at Quick Facts highlighting your show specifics and other information you will find useful. Then, browse through our catalogs for the many services we offer. When you determine what your specific needs are, fax or mail the order forms or place your order online at www.myfreemanonline.com. As always, you may call one of our customer service experts at the number listed on Quick Facts for assistance. Please consult our General Information page for some important safety tips and other key facts about all the services we offer.

material handling and exhibit transportation

As the official service contractor for your show, Freeman is here to help you with all your material handling needs, which include exhibit material unloading, 30-day advance storage at the warehouse address, delivery to the booth and handling of empty containers to and from storage. When the event is finished, we also provide material removal from the booth for reloading onto outbound carriers. Freeman can also handle your inbound exhibit transportation to ensure your freight is shipped on-time to the show site or warehouse, based on your preference. For questions about material handling and other information, go to www.freemanco.com/FAQ.

questions?

Contact customer service at the number located on Quick Facts for any ordering questions you might have. For all other inquiries about Freeman, please call our customer service center at 888-508-5054. For fast, easy ordering, tools and helpful hints, go to www.myfreemanonline.com.

F R E E M A N

2200 Consulate Dr
Orlando, FL 32837
(407) 816-7900 Fax: (469) 621-5605
FreemanOrlandoES@freemanco.com

DISCOUNT PRICE
DEADLINE DATE
APRIL 30, 2013

INCLUDE THIS FORM
WITH YOUR ORDER

NAME OF SHOW: **AAPD 66th ANNUAL SESSION / MAY 24 - 26, 2013**

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 (257026) on your remittance.

☐ CREDIT/DEBIT CARD

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

☐ AMERICAN EXPRESS

☐ MASTER CARD

☐ VISA

FREEMAN NOW ACCEPTS DEBIT CARDS

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	EXHIBIT TRANSPORTATION						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/?257026>

F R E E M A N

2200 Consulate Dr
Orlando, FL 32837
(407) 816-7900 Fax: (469) 621-5605
FreemanOrlandoES@freemanco.com

AAPD 66th ANNUAL SESSION / MAY 24 - 26, 2013

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:

☐ ALL FREEMAN SERVICES

☐ FREEMAN EXHIBIT TRANSPORTATION

☐ I&D LABOR/SUPERVISION

☐ RENTAL FURNITURE/CARPET/SIGNS

☐ MATERIAL HANDLING/IN & OUT

☐ BOOTH CLEANING

☐ 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/DEBIT CARD AUTHORIZATION

☐ AMERICAN EXPRESS

☐ MASTERCARD

☐ VISA

FREEMAN NOW ACCEPTS DEBIT CARDS

ACCOUNT NO:

EXP. DATE:

CARDHOLDER NAME (PLEASE PRINT):

CARD TYPE:

AUTHORIZED SIGNATURE:

CARDHOLDER BILLING ADDRESS:

CITY/STATE/ZIP:

PAYMENT & LABOR

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

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

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

DEFINITIONS

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

PAYMENT TERMS

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

LABOR UNDER THE SUPERVISION OF EXHIBITOR

RESPONSIBILITIES:

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

INDEMNIFICATION:

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

IMPORTANT

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

MATERIAL HANDLING

YOU ARE ENTERING A 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-weighed weight of the shipment.

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

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

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

EXHIBIT transportation



There are many transportation carriers to choose from, but Freeman has more than 85 years of experience in the events industry. No one understands exhibit transportation better than Freeman. Allow us to make the shipping process easy for you.

Between our cost effective solutions, superior customer service and all inclusive pricing, you will find Freeman Exhibit Transportation to be reputable, reliable and convenient. Our transportation experts have the ability to quickly respond to changes when necessary and are available to assist you with all of your show requirements.

Don't forget about inbound shipping! Complete and send the order form to order your inbound and outbound shipping.

EXHIBIT TRANSPORTATION services

As the official service contractor, Freeman partners with you and with decision makers at show site – making it easier for you to transport your exhibit to any location.

Some of the benefits of working with Freeman Exhibit Transportation include:

- Guaranteed all inclusive pricing with no additional fees for pickups and deliveries, including weekend and night service.
- One convenient invoice with all your Freeman show services.
- On site transportation experts are available before, during and after the show.
- Customer service seven days a week, offering complete shipment visibility and expert oversight.

questions?

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

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

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

F R E E M A N

F R E E M A N

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

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

FREEMAN exhibit transportation

NAME OF SHOW: **AAPD 66th ANNUAL SESSION / MAY 24 - 26, 2013**

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

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

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

For fast, easy ordering, go to www.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:
(800) 995-3579 Toll Free US & Canada
(817) 607-5100 Local & International

**COMPLETE THE FOLLOWING ITEMS
ON THIS FORM:**

PICK UP INFORMATION

Requested Pick Up Date: _____

SHIPPER NAME _____

SHIPPER ADDRESS _____

(City) (State) (Zip)

DESTINATION

- ☐ I will be shipping to the **WAREHOUSE**
FREEMAN / Exhibiting Company Name / Booth #
AAPD 66th ANNUAL SESSION
C/O: FREEMAN
10088 GENERAL DRIVE
ORLANDO, FL 32824
MUST BE DELIVERED BY MAY 17, 2013

- ☐ I will be shipping to **SHOW SITE**
FREEMAN / Exhibiting Company Name / Booth #
AAPD 66th ANNUAL SESSION
C/O: FREEMAN
WALT DISNEY WORLD DOLPHIN RESORT
1500 EPCOT RESORTS BLVD
LAKE BUENA VISTA, FL 32830-8428
CANNOT BE DELIVERED BEFORE MAY 23, 2013

TYPE OF SERVICE

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

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

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

SHIPPING INFORMATION

Items to be shipped

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

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

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

OUTBOUND SHIPPING

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

Ship to address:

Number of Labels : _____

**FAX THIS COMPLETED FORM TO:
(469) 621-5810**

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

SHOW # (257026)

MOTOR CARGO

MOTOR CARGO SERVICE REQUEST AND SHIPPING INSTRUCTIONS CONTRACT

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

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

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

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

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

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

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

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

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

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

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

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

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

8. **LIMITATION ON SHIPPER'S RECOVERABLE DAMAGES.** Shipper understands that even if Shipper's property is lost, stolen, or damaged, Freeman does not pay replacement or restoration cost of any property. **FREEMAN'S MAXIMUM LIABILITY SHALL BE THE AMOUNT OF PROVEN ACTUAL VALUE NOT EXCEEDING THE LOWER OF THE FAIR MARKET VALUE (THE "FAIR MARKET VALUE" EQUALS THE AS IS WHERE IS PRICE FOR THE PROPERTY AT THE LOCATION OF THE SHOW TO WHICH PRICE A WILLING BUYER AND A WILLING SELLER WOULD AGREE IN AN ORDINARY COURSE OF BUSINESS, ARM'S LENGTH SALE.) OR \$25.00**

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

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

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

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

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

10. **CLAIMS.** Claims must be filed in writing within nine (9) months after the date of delivery of the property (or in the case of export traffic, within nine (9) months after delivery at the port of export), except that claims for failure to make delivery must be filed within nine (9) months after a reasonable time for delivery has elapsed. Suits for loss, damage, or delay shall be instituted against Freeman no later than two (2) years and one (1) day from the day when written notice is given by Freeman to the claimant that Freeman has disallowed the claim or any part or parts of the claim specified in the notice. Shipper shall deliver notice of claim for loss or damage by hand, U.S. mail, courier, facsimile, or electronic means to Cunningham Lindsey US, Inc., P.O. Box 703689, Dallas, TX 75370, as soon as loss or damage is discovered. The notice of claim shall invite a prompt joint survey of the damage, at a time and place to be agreed between the parties, and such survey shall go forward promptly. However, if in any case the property is received by the Consignee or the Consignee's agent without notice of loss or damage to property being served on Freeman within 15 calendar days of the receipt of the property, it is agreed between Freeman and Shipper that in that instance the presumption shall arise that the property was delivered in proper quantity and in good condition. Claims filed more than nine (9) months following the date on which the property was delivered or should have been delivered are agreed to be forever time barred.

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

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

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

AIR CARGO SERVICE REQUEST AND SHIPPING INSTRUCTIONS CONTRACT

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

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

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

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

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

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

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

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

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

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

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

6. LIMITATION ON SHIPPER'S RECOVERABLE DAMAGES: Freeman's LIABILITY FOR DAMAGES ON DOMESTIC SHIPMENTS, INCLUDING BUT NOT LIMITED TO THOSE DAMAGES ARISING FROM OR RELATED TO MISDELIVERY, INCOMPLETE OR OTHERWISE INADEQUATE DELIVERY (INCLUDING BUT NOT LIMITED TO FAILURE TO FOLLOW SHIPPER OR CONSIGNEE INSTRUCTIONS OR FAILURE TO COLLECT OR PROPERLY DELIVER A PAYMENT INSTRUMENT), NONDELIVERY, MISSED PICKUP, AND LOSS OF OR DAMAGE TO CARGO, SHALL BE LIMITED TO THE HIGHER OF \$50.00 (USD) PER SHIPMENT OR \$5.00 (USD) PER POUND (\$1.10 (USD) PER KILOGRAM) OF CARGO ADVERSELY AFFECTED THEREBY, PLUS TRANSPORTATION CHARGES APPLICABLE TO THAT PART OF THE SHIPMENT ADVERSELY AFFECTED THEREBY, UNLESS AT TIME OF SHIPMENT THE SHIPPER MAKES A DECLARATION OF VALUE FOR CARRIAGE IN THE SPACE DESIGNATED ON THE SERVICE REQUEST AND SHIPPING INSTRUCTIONS FORM AND PAYS THE APPROPRIATE VALUATION CHARGE. IN NO EVENT SHALL Freeman's LIABILITY EXCEED THE DECLARED VALUE OF THE SHIPMENT OR THE AMOUNT OF LOSS OR DAMAGE ACTUALLY SUSTAINED, WHICHEVER IS LOWER. IF CARRIAGE OF THE SHIPMENT IS SOLELY OR PARTLY BY AIR AND INVOLVES AN ULTIMATE DESTINATION OR A STOP IN A COUNTRY OTHER THAN THE COUNTRY OF DEPARTURE, Freeman's LIABILITY FOR CARGO LOST, DAMAGED OR DELAYED SHALL BE LIMITED TO \$9.07 PER POUND (\$20.00 PER KILOGRAM) FOR CARRIAGE SUBJECT TO THE UNAMENDED WARSAW CONVENTION OR THE WARSAW CONVENTION AS AMENDED BY THE HAGUE PROTOCOL OF 1955, 17 SPECIAL DRAWING RIGHTS PER KILOGRAM FOR CARRIAGE SUBJECT TO THE WARSAW CONVENTION AS AMENDED BY THE MONTREAL PROTOCOL NO. 4 OF 1975, OR \$9.07 PER POUND (\$20.00 PER KILOGRAM) FOR CARRIAGE WHERE THE WARSAW CONVENTION, INCLUDING ITS AMENDMENTS, DOES NOT APPLY FOR ANY REASON, UNLESS A HIGHER DECLARED VALUE IS REQUESTED, AND THE FEES SET FORTH IN THE SERVICE GUIDE FOR SUCH HIGHER DECLARED VALUE ARE PAID. FOR INTERNATIONAL SHIPMENTS, THIS SHIPPING REQUEST AND SHIPPING INSTRUCTION CONTRACT SHALL BE DEEMED AN AIR WAYBILL WITHIN THE MEANING OF THE WARSAW CONVENTION.

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

- (a) artworks and objects of art, including without limitation original paintings, drawings, etchings, water colors, tapestries and sculpture;
- (b) clocks, watches, jewelry (including costume jewelry), furs and fur-trimmed clothing;
- (c) personal effects;
- (d) and other inherently fragile or unique items, including prototypes, etc.

Any declared value in excess of the maximums allowed herein is null and void, and the acceptance by Freeman for carriage of any shipment with a declared value in excess of the allowed maximums does not constitute a waiver of these maximums. Shipper understands that even if Shipper is not able to participate or fully participate in a show due to loss of, theft of, or damage to its property, Freeman shall never be liable or responsible for damages identified by the terms (by way of example only and not in limitation of the breadth of this clause) such as the following: consequential damages, loss of use damages, loss of profits damages, business interruption damages, delay damages, special damages, collateral damages, exemplary damages, damages awarded for gross negligence, direct damages, indirect damages, damages for failure of performance, breach of contract damages, fraud damages, or any other sort of damage for tort or breach of contract. This limitation shall bind the parties

- (a) whenever or wherever the claimed loss or damage may occur;
- (b) even though the alleged loss or damage is claimed to result from negligence, strict liability, products liability, breach of contract, breach of statute or regulation, or any other legal theory or cause, and;
- (c) even though Freeman may have been advised or be on notice of the possibility or even the probability of such damages.

Freeman makes no warranties, express or implied, and expressly disclaims any and all warranties. Except for Freeman's failure to deliver in accordance with the Guaranteed Service section of the Service Guide, Freeman will not be liable for misdelivery, incomplete or otherwise inadequate delivery (including but not limited to failure to follow Shipper or Consignee instructions or failure to collect or properly deliver a payment instrument), non-delivery, missed pickup, delay on international shipments, loss or damage unless caused by Freeman's sole negligence.

7. SHIPPER'S RESPONSIBILITIES AND INDEMNIFICATION:

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

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

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

8. CLAIMS: Shipper, Consignee, or any other party claiming an interest in the shipment must notify Freeman immediately upon delivery, or in the case of loss or damage which could not have been noted at the time of delivery, within fourteen (14) days of delivery, of any loss or damage to the shipment. Receipt of the shipment by the Consignee or the Consignee's agent without written notice on the delivery receipt and/or delivery manifest will be prima facie evidence that the shipment was delivered in good condition. The amount of the claim may not be deducted from the transportation charges. Notice of loss or damage MUST be reported to Freeman at 800-995-3579. The shipment, its container(s), and packing material must be made available to Freeman for inspection at the delivery location. All shipments are subject to opening for inspection by Freeman; however, Freeman is not obligated to perform such inspection. All claims for loss or damage MUST be made in writing to Freeman within one hundred and twenty (120) calendar days after the date of acceptance of the shipment by Freeman. Please refer to the Service Guide for claim procedures. All claims for service failure must be made within thirty (30) calendar days from the date of shipment and Freeman's sole liability for such claims arising from Guaranteed Service shipments shall be limited to the transportation charges as provided in the Guaranteed Service section of the Service Guide. All claims for overcharge must be made in writing to Freeman within sixty (60) calendar days after the invoice date. No action for loss or damage may be maintained against Freeman unless (a) claimant complies with all requirements of this section and (b) for domestic shipments, if the claimant commences the action within one (1) year of the shipment by Freeman unless otherwise required by International, Federal or State Law. If the claim is for loss or damage involving International shipments, claimant must commence the action within two (2) years from the date of acceptance of the shipment by Freeman unless otherwise required by International, Federal or State Law. For purposes of this section, no action shall be deemed to have commenced until receipt by Freeman of service of process of the action on Freeman. Claims for loss or damage must be delivered to the following address: Cunningham Lindsey US, Inc., P.O. Box 703689, Dallas, TX 75370.

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

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

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

Freeman

TRANSPORTATION COMPLETE



**SAVE MONEY
NOW!**

Freeman's all-inclusive shipping and material handling package means transporting your exhibit materials has never been simpler or as affordable.

Double the convenience... zero surprises.

Package includes:

- Round trip standard ground transportation AND material handling services
- No additional fees, no surprises
- Pick-up and transportation from point of origin to either advance warehouse or show site – your choice.
- Pre-printed shipping labels & outbound paperwork

Benefits:

- Turnkey pricing ensures precise budgeting
- No additional handling, pick-up or delivery fees
- No additional fuel surcharges or overtime surcharges
- No carrier waiting time fees
- Experienced on-site transportation reps from move-in through move-out
- All charges on your Freeman invoice
- LTL (less than truck load) shipping

To take advantage, call 1-800-995-3579 or email exhibit.transportation@freemanco.com for a quote.

*Services apply to destinations anywhere in the Continental U.S.



F R E E M A N
INNOVATION DEDICATED TO YOUR BRAND

F R E E M A N

2200 Consulate Drive
Orlando, FL 32837
(407) 816-7900 Fax: (469) 621-5605
FreemanOrlandoES@freemanco.com

INCLUDE THE FREEMAN METHOD OF
PAYMENT FORM WITH YOUR ORDER

FREEMAN material handling

NAME OF SHOW: AAPD 66TH ANNUAL SESSION / MAY 24 - 26, 2013
COMPANY NAME _____ BOOTH #: _____
CONTACT NAME: _____ PHONE #: _____
E-MAIL ADDRESS _____

For Assistance, please call 407-816-7900 to speak with one of our experts.

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

MATERIAL HANDLING SERVICES

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

SPECIAL HANDLING: (See definitions on back) Material delivered by a carrier in such a manner that it requires additional handling, such as ground unloading, stacked or constricted space unloading, designated piece unloading, shipment integrity, alternate delivery location, loads mixed with pad wrapped material, carpet and/or pad only shipments, no documentation and shipments that require additional time, equipment or labor to unload. **Federal Express, UPS, Airborne Express & DHL** are included in this category due to their delivery procedures.

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

STRAIGHT TIME: 8:00 A.M. to 4:30 P.M. Monday through Friday

OVERTIME: 4:30 P.M. to 8:00 A.M. Monday through Friday, all day Saturday, Sunday, and Holidays (Overtime will be applied to all freight received at the warehouse and/or show site that must be moved into or out of booth during above listed times.)

Description	Price Per CWT	200LB Minimum
-------------	------------------	------------------

RATE CLASSIFICATIONS:

Warehouse Shipment (200 lb. minimum)

Crated or Skidded Shipment.....	\$ 73.80	147.60
Special Handling Shipment.....	\$ 96.00	192.00

Show Site Shipment (200 lb. minimum)

Crated or Skidded Shipment.....	\$ 66.55	133.10
Special Handling Shipment.....	\$ 86.55	173.10
Uncrated or Pad Wrapped Shipment	\$ 99.85	199.70

Small Package - Maximum weight is 30 lbs per shipment*

Per Shipment	\$ 42.85	
--------------------	----------	--

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

ADDITIONAL SURCHARGES:

Shipment Delivered after Deadline Date (in addition to above rates)

Warehouse Shipment after Deadline MAY 17, 2013	\$ 18.45	36.90
Show Site Shipment after Deadline MAY 23, 2013	\$ 16.65	33.30

Overtime Charge - Inbound (in addition to above rates)

Crated or Skidded Shipment.....	\$ 16.65	33.30
Special Handling Shipment.....	\$ 21.65	43.30
Uncrated or Pad Wrapped Shipment.....	\$ 24.95	49.80

Overtime Charge - Outbound (in addition to above rates)

Crated or Skidded Shipment.....	\$ 16.65	33.30
Special Handling Shipment.....	\$ 21.65	43.30
Uncrated or Pad Wrapped Shipment	\$ 24.95	49.80

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

Tips to Save on Material Handling

- **Consolidate shipments** - when total weight is less than 200 lbs. For Example:
3 Separate Shipments

60 lbs. charged @ 200 lbs. \$ 147.60

52 lbs. charged @ 200 lbs. \$ 147.60

65 lbs. charged @ 200 lbs. \$ 147.60 = \$442.80

1 Consolidated Shipment

3 pieces (1 shipment)

177 lbs. charged @ 200 lbs = \$147.60

Added benefit - your shipments are less likely to get misplaced if they are packaged together with larger items.

Tax(6.5%)	
Total	

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

2200 Consulate Dr
Orlando, FL 32837
(407) 816-7900 Fax: (469) 621-5605
FreemanOrlandoES@freemanco.com

OUTBOUND MATERIAL HANDLING AND SHIPPING LABELS

NAME OF SHOW: **AAPD 66th ANNUAL SESSION / MAY 24 - 26, 2013**

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

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

For Assistance, please call (407) 816-7900 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: _____

F R E E M A N

R U S H

DO NOT DELAY

MUST DELIVER BY MAY 17, 2013

TO: _____

EXHIBITOR NAME

C/O: FREEMAN

10088 GENERAL DRIVE

ORLANDO, FL 32824

WAREHOUSE

EVENT: ***AAPD 66th ANNUAL SESSION***

BOOTH NO: _____ NO. _____ OF _____ PCS

F R E E M A N

R U S H

DO NOT DELAY

MUST DELIVER BY MAY 17, 2013

TO: _____

EXHIBITOR NAME

C/O: FREEMAN

10088 GENERAL DRIVE

ORLANDO, FL 32824

WAREHOUSE

EVENT: ***AAPD 66th ANNUAL SESSION***

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

CANNOT DELIVER BEFORE MAY 23, 2013

TO:

EXHIBITOR NAME

C/O: FREEMAN

WALT DISNEY WORLD

DOLPHIN RESORT

1500 EPCOT RESORTS BLVD

LAKE BUENA VISTA, FL 32830-8428

SHOW SITE

EVENT: ***AAPD 66th ANNUAL SESSION***

BOOTH NO: _____ **NO.** _____ **OF** _____ **PCS**

F R E E M A N

R U S H

DO NOT DELAY

CANNOT DELIVER BEFORE MAY 23, 2013

TO:

EXHIBITOR NAME

C/O: FREEMAN

WALT DISNEY WORLD

DOLPHIN RESORT

1500 EPCOT RESORTS BLVD

LAKE BUENA VISTA, FL 32830-8428

SHOW SITE

EVENT: ***AAPD 66th ANNUAL SESSION***

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.

FURNISHING essentials



Your exhibit space should reflect your company's distinctive look and feel, which is why the furniture you choose to fill it is so important. Freeman Furnishing Essentials has everything you need, with an assortment of superior, professional pieces in eye-catching shapes and styles to suit any budget or design essential. In addition, the quality control standards and in-house maintenance that Freeman adheres to are outstanding, so you always know you're getting the best furniture possible to make your show experience a total success.

Browse through this brochure and if you don't find what you want, don't worry. We will work with you every step of the way to make sure you get exactly what you're looking for. Our prices are all-inclusive and cover shipping and material handling with no hidden fees. Also, Freeman has multiple warehouse locations across the country, so delivering your furniture solution is always quick and simple.

seating

When it comes to basic seating needs, look no further than Freeman. Our wide array of well-designed modern chairs, armchairs and stools will serve any exhibitor's show space requirements.

diva series

Natural blonde wood and matte chrome finish highlight this sleek Italian design.

diva counter stool

17"W 16"L 36"H – N71092

The intermediate 25" seating height makes this stool ideal for theater or demo areas.

diva chair

18"W 16"L 31"H – N71091

A natural complement to modern exhibit designs.



santana armchair

24"W 20"L 31"H – N710102

Modern styling with ergonomic shape; as striking as it is comfortable.



executive chair

Black Tweed

28"W 25"L 45"H – N71044



black diamond side chair

21"W 23"L 32"H – N71089

black diamond armchair

20"W 21"L 33"H – N71090

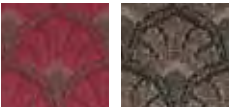


cherry barrel chair

Cranberry or Taupe

23"W 22"L 29"H – N71038

Traditional style in a cherry finish with classic fabric pattern options.



diplomat chair

Black Diamond Fabric

25"W 28"L 36"H – N710144

Comfortable, yet compact for office or conference table seating.



gray gaslift stool

24"W 20"L 46"H

With Arms – N71048

No Arms – N71047

gray gaslift chair

26"W 20"L 38"H

With Arms – N71046

No Arms – N71045

Telescoping height adjustment; five-caster base rolls with ease.





Soho Bistro Table (page 5)

black diamond stool
22"W 18"L 46"H – N71088



casey padded stool
Black or Gray Fabric
20"W 21.5"L 42.5"H – C210112

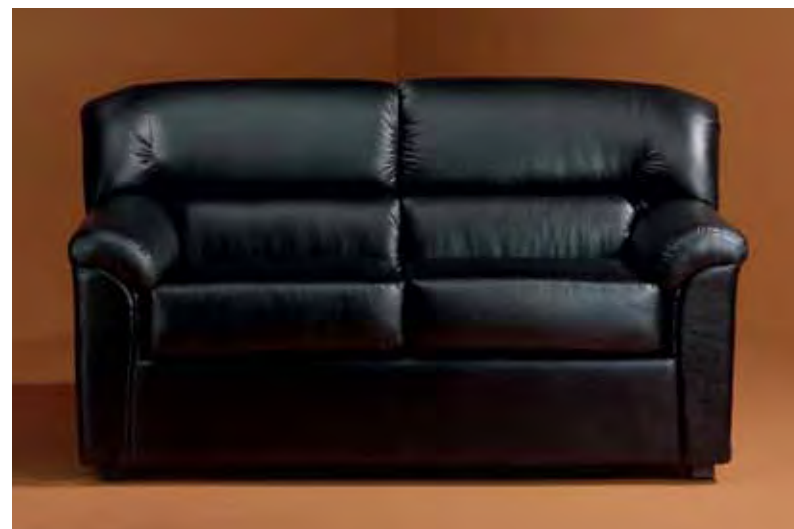


limerick® chair
By Herman Miller
Gray
18"W 18"L 33"H – C210108



signature loveseat
Black
33"W 60"L 33"H – N73091
Deeply comfortable sofa-style seating in a sleek, contemporary shape.

signature chair
Black
33"W 35"L 33"H – N71093



lounge seating

Give your exhibit a casual yet practical look with Freeman's superior lounge seating. Pick from a large selection of couches, loveseats, chairs and barstools that are sure to take your exhibit design to the next level.



glass conference table
Black or Chrome Pedestal
42"W 42"L 30"H – N72015
Rounded square glass top is supported by stylish metal frame in a choice of two colors.



cherry cocktail table
19"W 36"L 17"H – N72026

cherry end table
20"W 20"L 20"H – N72027

tables

What Freeman always brings to the table is professionalism, and nothing says more about your meeting space and/or show site than your surfaces and tabletops. Choose from modern glass conference tables, traditional cocktail, end tables and much more.



Milano Table (page 6)
Diplomat Chair (page 2)

For ideas on furniture pairings, go to www.freemanco.com

furnishing essentials 4

metro series

Black

slate end table

20"W 20"L 17"H – N72029

slate cocktail table

20"W 40"L 15"H – N72028



pedestal tables

A range of table-top sizes and materials with pedestals in various heights to fit any space.

soho series

Black-Top Mini	18"H x 18"W	N72066
Black-Top Café	30"H x 24"W	N72069
Black-Top Bistro	42"H x 24"W	N72070
Black-Top Café	30"H x 36"W	N72067
Black-Top Bistro	42"H x 36"W	N72068

chelsea series

Butcher Block-Top Café	30"H x 30"W	N72063
	30"H x 36"W	N72064
Butcher Block-Top Bistro	42"H x 30"W	N720163
	42"H x 36"W	N720164



studio series

black end table

17"W 17"L 18"H – C115104

black cocktail table

36"W 20"L 15"H – C115103

office furniture

When it's time to set up office, Freeman offers a wide selection of superior, professional pieces in eye-catching shapes and styles to suit any budget and/or design essential. From classic credenzas and bookcases to professional seating, we've got all your office furniture requirements.



milano table

42"W 84"L 29"H
Blonde Top with Black Base – N72093
Black Top with Black Base – N72092

Freeman's latest seven-foot conference table, featuring clean curved lines and a wealth of work space.

hemingway writing table

Black
24"W 49"L 29"H – N720191



luna table

36"W 72"L 29"H
Black Top with Black Base – N72094

This contemporary six-foot conference table or writing desk comes with a black laminate top.



Cherry Tables (page 4)
Cherry Barrel Chairs (page 2)
Black Table Lamp (page 10)

office series

Cherry or Oak

five-foot desk

30"W 60"L 30"H
Cherry – N74061
Oak – N74071



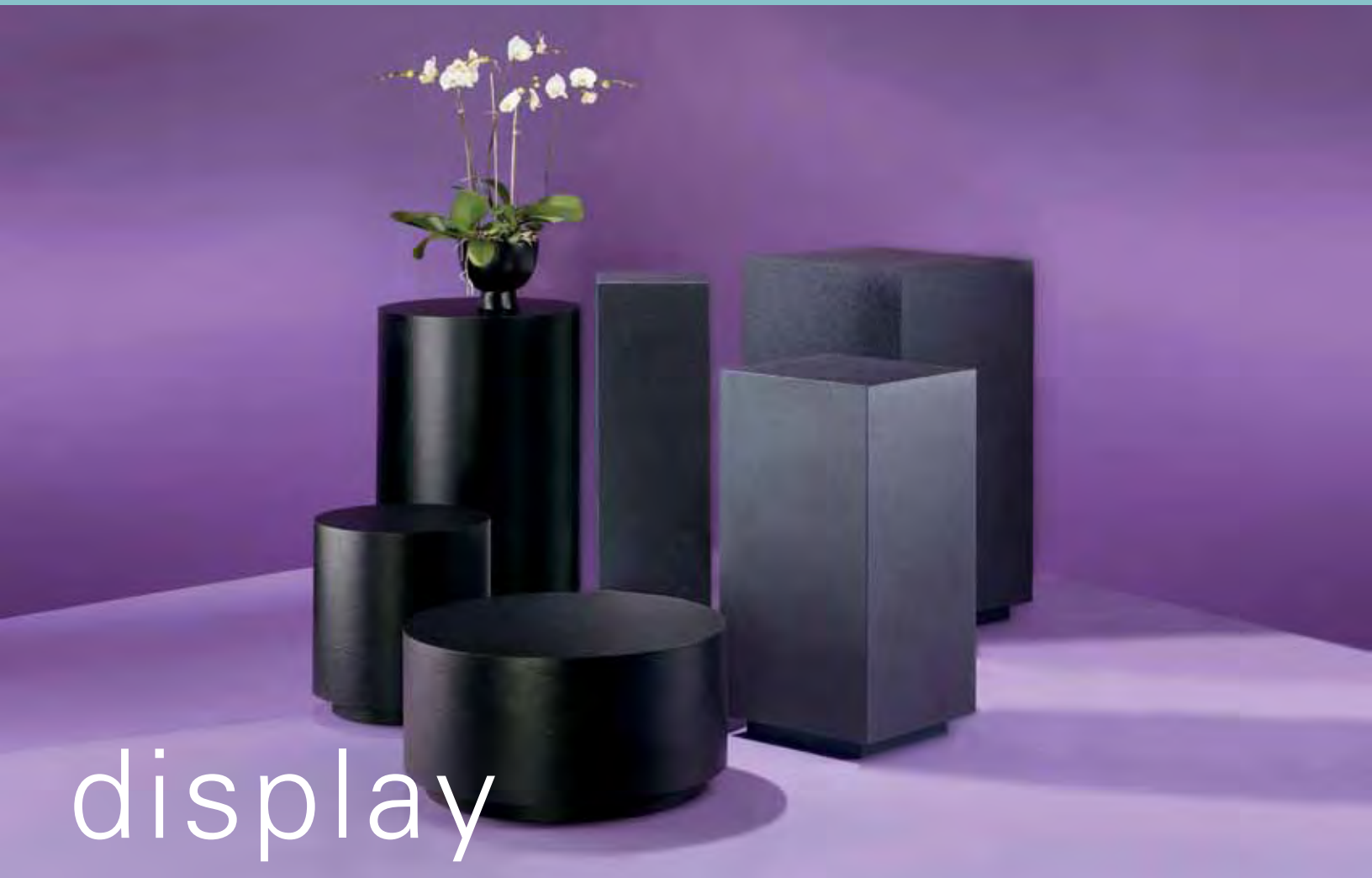
credenza

16"W 60"L 30"H
Cherry – N74064
Oak – N74074

bookcase

12"W 36"L 72"H
Cherry – N74065
Oak – N74075





display

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



draped or undraped table counters
 Colored draping includes white vinyl top and pleated skirt on three sides. Fourth-side draping is available. Undraped tables include white vinyl tops.

tables (30" height)	3'	4'	6'	8'
Draped	C130330	C130430	C130630	C130830
Draped on fourth side			C12404630	C12404830
Undraped	C131330	C131430	C131630	C131830
counters (42" height)				
Draped	C130342	C130442	C130642	C130842
Draped on fourth side			C12404642	C12404842
Undraped	C131342	C131442	C131642	C131842

Black

Blue

Burgundy

Dark Green

Gold

Gray

Plum

Red

Teal

White

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



display cubes
Black

12" small
 12"W 12"L 42"H – N75030

18" medium
 18"W 18"L 36"H – N75031

24" large
 24"W 24"L 42"H – N75032



display cylinders
Black

low
 30"W 15"H – N75020

medium
 18"W 20"H – N75021

high
 24"W 36"H – N75022

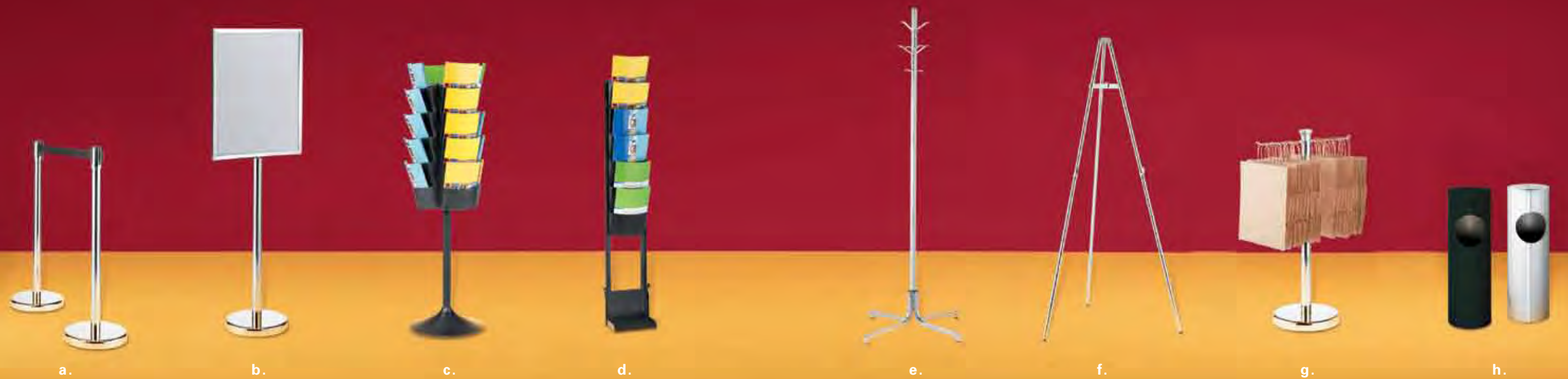


orion computer kiosk
Black
 28"L 28"D 40.5"H – N75079

Pedestal for computer demo with keyboard tray and interior storage. (Computer not included.)



display counter
Black
 24"W 49"L 42"H – N72056



accessories

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

a. chrome stanchion with 8' retractable belt

42"H – C220121

b. chrome sign holder

Holds 22"x 28" sign – C220118

c. round literature rack

17"W 17"L 57"H – N750135

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

d. flat literature rack

10"W 55"H – N750136

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

e. chrome coat tree

C220109

f. chrome easel

C220134

g. chrome bag rack

C220110

h. contempo trash receptacle

8"W 24"H

Black – N75053

Aluminum – N75054

wastebasket

Wastebasket color may vary.

C220107



small refrigerator*

19"W 19"L 34"H – N75057



file cabinet with lock

Standard Size

two-drawer

15"W 29"L 28"H – N74082

four-drawer

15"W 29"L 50"H – N74081

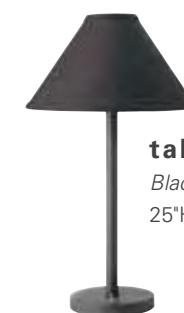
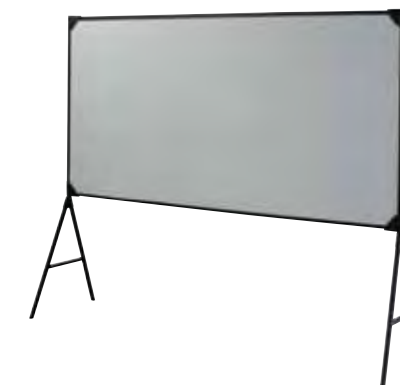


table lamp*

Black

25"H – N75052



floor-standing bulletin board

48"W 96"L 78"H – C10201484

special draping

(not pictured)

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

*Note: Electrical power must be ordered separately.

For ideas on furniture pairings, go to www.freemanco.com

F R E E M A N

F R E E M A N

2200 Consulate Dr
Orlando, FL 32837
(407) 816-7900 Fax: (469) 621-5605
FreemanOrlandoES@freemanco.com

ONLINE PRICE
DISCOUNT PRICE
DEADLINE DATE
APRIL 30, 2013

INCLUDE THE FREEMAN METHOD OF
PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **AAPD 66th ANNUAL SESSION / MAY 24 - 26, 2013**

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

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

For Assistance, please call **(407) 816-7900** to speak with one of our experts.

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

FURNISHINGS

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
CHAIRS Pages 1 & 2						
___	N71092	Diva Counter Stool	189.40	208.35	265.15	_____
___	N71091	Diva Chair	165.70	182.25	232.00	_____
___	N710102	Santana Chair	81.05	89.15	113.45	_____
___	N710144	Diplomat Chair	197.70	217.45	276.80	_____
___	N71038	Cherry Barrel Chair	167.60	184.35	234.65	_____
		<input type="checkbox"/> Cranberry <input type="checkbox"/> Taupe				
___	N71048	Gray Gaslift Stool w/Arms .	240.50	264.55	336.70	_____
___	N71047	Gray Gaslift Stool	213.30	234.65	298.60	_____
___	N71046	Gray Gaslift Chair w/Arms ..	184.60	203.05	258.45	_____
___	N71045	Gray Gaslift Chair	155.95	171.55	218.35	_____
___	N71044	Executive Chair	260.40	286.45	364.55	_____
___	N71089	Black Diamond Side Chair..	104.30	114.75	146.00	_____
___	N71090	Black Diamond Arm Chair..	121.85	134.05	170.60	_____

CHAIRS Page 3						
___	N71088	Black Diamond Stool	145.70	160.25	204.00	_____
___	C210108	Limerick® Chair.....	55.30	60.85	77.40	_____
		by Herman Miller				
___	C210112	Casey Padded Stool	95.90	105.50	134.25	_____
		<input type="checkbox"/> Black <input type="checkbox"/> Gray				

LOUNGE SEATING Page 3						
___	N73091	Signature Loveseat	479.75	527.75	671.65	_____
___	N71093	Signature Chair	367.20	403.90	514.10	_____

TABLES Page 4						
___	N72026	Cherry Cocktail Table.....	159.15	175.05	222.80	_____
___	N72027	Cherry End Table.....	130.35	143.40	182.50	_____
___	N72015	Glass Conference Table.....	176.85	194.55	247.60	_____
		<input type="checkbox"/> Black <input type="checkbox"/> Chrome				

TABLES Page 5						
___	N72028	Metro Slate Cocktail Table...	147.15	161.85	206.00	_____
___	N72029	Metro Slate End Table.....	134.15	147.55	187.80	_____
___	C115103	Studio Black Cocktail Table.	102.45	112.70	143.45	_____
___	C115104	Studio Black End Table.....	74.55	82.00	104.35	_____

TABLES Page 5						
Pedestal Tables - SoHo Series						
___	N72066	Black-top Mini 18"W x 18"H	139.80	153.80	195.70	_____
___	N72069	Black-top Cafe 24"W x 30"H ...	177.50	195.25	248.50	_____
___	N72070	Black-top Bistro 24"W x 42"H	224.40	246.85	314.15	_____
___	N72067	Black-top Café Table 36"x30".	177.50	195.25	248.50	_____
___	N72068	Black-top Bistro 36"W x 42"H ..	233.50	256.85	326.90	_____
Pedestal Tables - Chelsea Series - Butcher Block Top						
___	N72063	Café Table 30"W x 30"H	161.80	178.00	226.50	_____
___	N72064	Café Table 36"W x 30"H	161.80	178.00	226.50	_____
___	N720163	Bistro Table 30"W x 42"H	206.20	226.80	288.70	_____
___	N720164	Bistro Table 36"W x 42"H	206.20	226.80	288.70	_____

OFFICE FURNITURE Page 6						
___	N72093	Milano Table/Blonde Top	350.35	385.40	490.50	_____
___	N72092	Milano Table/Black Top	350.35	385.40	490.50	_____
___	N72094	Luna Table/Black Top	511.40	562.55	715.95	_____
___	N720191	Hemingway Writing Table	347.80	382.60	486.90	_____
___	N74061	Cherry Desk 5'	306.90	337.60	429.65	_____
___	N74065	Cherry Bookcase	177.85	195.65	249.00	_____
___	N74064	Cherry Credenza	350.90	386.00	491.25	_____
___	N74071	Oak Desk 5'	472.85	520.15	662.00	_____
___	N74075	Oak Bookcase	177.85	195.65	249.00	_____
___	N74074	Oak Credenza	350.90	386.00	491.25	_____

DISPLAY FURNITURE Page 7						
___	N72056	Display Counter.....	381.30	419.45	533.80	_____
___	N75079	Orion Computer Kiosk.....	344.40	378.85	482.15	_____
___	N75030	Black Display Cube/Small.....	181.05	199.15	253.45	_____
___	N75031	Black Display Cube/Medium....	196.90	216.60	275.65	_____
___	N75032	Black Display/Large.....	233.80	257.20	327.30	_____

Display Cylinders						
___	N75020	Black Display Cylinder/Low.	158.35	174.20	221.70	_____
___	N75021	Black Display Cylinder/Med.	185.90	204.50	260.25	_____
___	N75022	Black Display Cylinder/Lg....	213.95	235.35	299.55	_____

Remember to select a color for items
with checkboxes. A color will be
selected for you if not indicated.

NAME OF SHOW: **AAPD 66th ANNUAL SESSION / MAY 24 - 26, 2013**

COMPANY NAME:

BOOTH::

BOOTH SIZE:

X

CONTACT NAME :

PHONE #:

E-MAIL ADDRESS :

For Assistance, please call **(407) 816-7900** to speak with one of our experts.For fast, easy ordering, go to www.freemanco.com/store**FURNISHINGS**

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
DISPLAY FURNITURE Page 7 & 8 (continued)						
Draped Tables - Tables are 24" wide						
<input type="checkbox"/> Black <input type="checkbox"/> Blue <input type="checkbox"/> Burgundy <input type="checkbox"/> Dark Green <input type="checkbox"/> Gold <input type="checkbox"/> Gray <input type="checkbox"/> Plum <input type="checkbox"/> Red <input type="checkbox"/> Teal <input type="checkbox"/> White						
___	C130330	Draped Table 3'L x 30"H....	N/A	N/A	N/A	___
___	C130430	Draped Table 4'L x 30"H....	113.20	124.50	158.50	___
___	C130630	Draped Table 6'L x 30"H....	148.85	163.75	208.40	___
___	C130830	Draped Table 8'L x 30"H....	185.05	203.55	259.05	___
___	C1240463	4th Side Drape 6'L x 30"H...	23.65	26.00	33.10	___
___	C1240483	4th Side Drape 8'L x 30"H...	23.65	26.00	33.10	___
___	C130342	Draped Counter 3'L x 42"H.	N/A	N/A	N/A	___
___	C130442	Draped Counter 4'L x 42"H.	144.40	158.85	202.15	___
___	C130642	Draped Counter 6'L x 42"H.	173.55	190.90	242.95	___
___	C130842	Draped Counter 8'L x 42"H.	209.60	230.55	293.45	___
___	C1240464	4th Side Drape 6'L x 42"H...	23.65	26.00	33.10	___
___	C1240484	4th Side Drape 8'L x 42"H...	23.65	26.00	33.10	___

Undraped Tables - Tables are 24" wide						
___	C131330	Undraped Table 3'L x 30"H..	N/A	N/A	N/A	___
___	C131430	Undraped Table 4'L x 30"H..	40.80	44.90	57.10	___
___	C131630	Undraped Table 6'L x 30"H..	55.35	60.90	77.50	___
___	C131830	Undraped Table 8'L x 30"H..	68.90	75.80	96.45	___
___	C131342	Undraped Counter 3'Lx42"H	N/A	N/A	N/A	___
___	C131442	Undraped Counter 4'Lx42"H	70.60	77.65	98.85	___
___	C131642	Undraped Counter 6'Lx42"H	84.35	92.80	118.10	___
___	C131842	Undraped Counter 8'Lx42"H	96.70	106.35	135.40	___

Table Top Risers						
___	C150410	Single Step Riser 4'L x 7"H	40.15	44.15	56.20	___
___	C150610	Single Step Riser 6'L x 7"H	74.10	81.50	103.75	___
___	C150810	Single Step Riser 8'L x 7"H	78.10	85.90	109.35	___
___	C150414	Single Step Riser 4'L x14"H	N/A	N/A	N/A	___
___	C150614	Single Step Riser 6'L x14"H	N/A	N/A	N/A	___
___	C150814	Single Step Riser 8'L x14"H	N/A	N/A	N/A	___
___	C150420	Double Step Riser 4'L	N/A	N/A	N/A	___
___	C150620	Double Step Riser 6'L	N/A	N/A	N/A	___
___	C150820	Double Step Riser 8'L	N/A	N/A	N/A	___

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
ACCESSORIES Pages 9 & 10						
___	C220121	Chrome Stanchion w/belt ..	79.85	87.85	111.80	___
___	C220118	Chrome Sign Holder	79.85	87.85	111.80	___
___	N750135	Round Literature Rack	165.80	182.40	232.10	___
___	N750136	Flat Literature Rack	141.55	155.70	198.15	___
___	C220109	Chrome Coat Tree	53.25	58.60	74.55	___
___	C220134	Chrome Easel	34.05	37.45	47.65	___
___	C220110	Chrome Bag Rack	81.45	89.60	114.05	___
___	N75053	Black Trash Receptacle	81.45	89.60	114.05	___
___	N75054	Aluminum Trash Receptacle	81.45	89.60	114.05	___
___	220107	Wastebasket	20.35	22.40	28.50	___
___	220106	Corrugated Wastebasket.....	14.60	16.05	20.45	___
___	N75057	Small Refrigerator	349.55	384.50	489.35	___
___	N75052	Black Table Lamp	94.00	103.40	131.60	___
___	N74082	File Cabinet/2 Drawer	103.90	114.30	145.45	___
___	N74081	File Cabinet/4 Drawer	134.15	147.55	187.80	___
___	10201484	Bulletin Board	194.80	214.30	272.70	___

Special Drape						
<input type="checkbox"/> Black <input type="checkbox"/> Blue <input type="checkbox"/> Burgundy <input type="checkbox"/> Brown <input type="checkbox"/> Dark Green <input type="checkbox"/> Flax <input type="checkbox"/> Gold <input type="checkbox"/> Gray <input type="checkbox"/> Plum <input type="checkbox"/> Red <input type="checkbox"/> Teal <input type="checkbox"/> White						
___	12103	Special Drape 3'H (per ft.) ..	17.15	18.85	24.00	___
___	12108	Special Drape 8'H (per ft.) ...	21.30	23.45	29.80	___

TOTAL COST

___	+	___	=	___
Sub-Total		6.5 % Tax		Total Cost

Remember to select a color for items
with checkboxes. A color will be
selected for you if not indicated.



SELECT furnishings

seating

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

lisbon



chair

Black Leather

40" L 36" D 34" H – 81011



loveseat

Black Leather

64" L 36" D 34" H – 8303



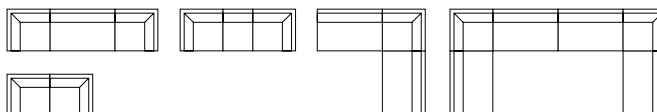
sofa

Black Leather

88" L 36" D 34" H – 8302

newport

possible configurations:



loveseat

Charcoal Leather

54" L 34" D 33" H – 8308



armless chair

Charcoal Leather

24" L 34" D 33" H – 8109



corner chair

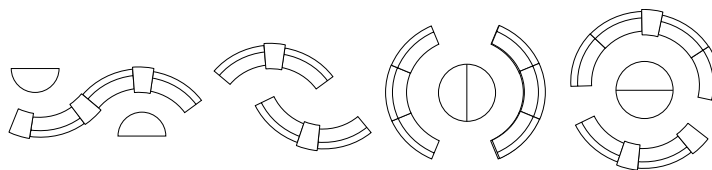
Charcoal Leather

34" L 34" D 33" H – 81010

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

south beach

possible configurations (featuring the half round ottomans from page 5):



sofa

Platinum Suede

69"L 29"D 33"H – 8301



ottoman

Platinum Suede

25"L 31"D 18"H – 8151

key west



loveseat

Black Fabric

57"L 35"D 33"H – 8307



sofa

Black Fabric

85"L 35"D 33"H – 8306



tub chair

Black Fabric

31"L 31"D 31"H – 8103

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



astro

chair

Beige Suede
36"L 36"D 29"H – 810809

sofa

Beige Suede
83"L 36"D 29"H – 83063



allegro

chair

Blue Fabric
36"L 34.5"D 30"H – 81019

sofa

Blue Fabric
73"L 34.5"D 29.5"H – 83015



marrakesh

chair

Beige Fabric
34"L 37"D 38"H – 810808

sofa

Beige Fabric
83"L 36"D 29"H – 83062



memphis

chair

Black Fabric
27.25"L 31.75"D 27.5"H – 810812

sofa (compact)

Black Fabric
55"L 31"D 28"H – 83064



roma

chair

White Vinyl
37"L 31"D 33"H – 81020

sofa

White Vinyl
78"L 31"D 33"H – 83016



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

casual seating

For a great variety of informal, modern seating options, look no further.

Here you will find chairs, sofas, stools, ottomans – even sophisticated bar sets – that will turn any exhibit into a destination.

ottomans

square ottoman

Black Leather – 8154
White Leather – 8152
 40"L 40"D 17"H



bench ottoman

Black Leather – 8155
White Leather – 8153
 60"L 24"D 17"H



half round ottoman

White Leather – 81514
Black Leather – 81513
 72"L 36"D 17"H



vibe cube

Blue Vinyl – 81518
Pink Vinyl – 81520
Red Vinyl – 81519
Yellow Vinyl – 81517
 18"L 18"D 18"H



leather cube

Black Leather – 81512
White Leather – 81511
 17"L 17"D 18"H



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

occasional chairs

t-vac chair

Translucent/Chrome

25"L 23"D 30"H – 8101



globus occasional chair

White Vinyl/Chrome

28"L 26"D 28"H – 810819



cappuccino chair

Chocolate Fabric

29"L 29"D 34"H – 8104



madrid chair

Black Leather

30"L 30"D 31"H – 8102



madrid chair

White Leather

30"L 30"D 31"H – 810816



stage chair

24"L 26"D 36"H

Onyx Velour – 8105

Camel Velour – 8106

Beige Velour – 8107

Red Velour – 8108



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

occasional chairs

panton chair

White Plastic

20"L 24"D 33"H – 81017



ICE side chair

Transparent/Chrome

17.25"L 20"D 32"H – 810814



new york chair

Onyx/Maple Wood/Chrome

23"L 32"D 33"H – 81090



iso mesh pull-up chair

Black Vinyl/Black Steel

26"L 24"D 38"H – 810707



manhattan chair

Oyster Velour/Black Steel

26"L 22"D 34"H – 810110



berlin stack chair

White & Red Plastic/Chrome – 810811

White & Black Plastic/Chrome – 810810

18"L 22"D 32"H



jetson chair

Black Vinyl/Black Steel

19"L 18"D 31"H – 810702



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

conference chairs

luxor executive chair

Black Leather

27"L 28"D 47"H

Adjustable – 810807



tilt executive chair

Onyx Fabric

26"L 25"D 34"H – 81075



flex chair

Black Plastic/Chrome

24"L 22"D 31"H – 81018



altura conference/ guest chair

Black Fabric/Black Steel

25"L 20"D 34"H – 81063



perth highback chair

Black Leather/Chrome

23"L 21"D 43"H

Adjustable – 810813



altura junior executive chair

Black Fabric

25"L 25"D 37"H

Adjustable – 81073



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

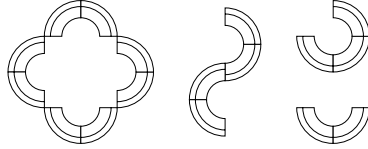
bars & barstools

martini bar

Grey metal rounded bar with frosted glass top and chrome legs
67"L 50"D 47"H – Radius 76.5" – 8501



possible configurations:



ohio barstool

Grey Fabric/Chrome – 810100
Red Fabric/Chrome – 810101
Black Fabric/Chrome – 810102
18" Round 31" H Adjustable



shark swivel barstool

White Plastic/Chrome
22"L 19"D 34-44"H
Adjustable – 810202



banana barstool

White Vinyl/Chrome – 810103
Black Vinyl/Chrome – 810104
21"L 22"D 30"H



ICE barstool

Transparent/Chrome
16.75"L 16"D 37.75"H – 810815



gin barstool

Maple Wood/Chrome
16"L 16"D 29"H – 810505



jetson barstool

Black Vinyl/Black Steel
18"L 19"D 29"H – 810706



oslo barstool

Blue Plastic/Chrome – 810200
White Plastic/Chrome – 810201
17"L 20"D 30"H



Tables in coordinating colors are available upon request.

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

tables

What Freeman always brings to the table is professionalism, and nothing says more about your space than your surfaces and tabletops. Choose from modern glass tops and more.

occasional end & cocktail tables

silverado end table

Tempered Glass/Painted Steel
24" Round 22"H – 82015



silverado table

Tempered Glass/Painted Steel
36" Round 17"H – 82014



inspiration end table

Tempered Glass/Painted Steel
24"L 28"D 22"H – 82023



inspiration table

Tempered Glass/Painted Steel
42"L 28"D 18"H – 82022



geo end table

Glass/Black Steel – 82025
Glass/Chrome – 82035
26"L 26"D 20"H



geo table

Glass/Black Steel – 82024
Glass/Chrome – 82034
50"L 22"D 16"H



sydney end table

Black Laminate/Brushed Steel – 82054
White Laminate/Brushed Steel – 82055
27"L 23"D 22"H



sydney table

Black Laminate/Brushed Steel – 82052
White Laminate/Brushed Steel – 82053
48"L 24"D 18"H



conference tables

nova white oval table

White Laminate/Chrome
71"L 35.5"D 29"H – 82060



manhattan table

Glass/Black Steel
42" Round 29"H – 82033



geo conference table

Glass/Black Steel – 82041
Glass/Chrome – 82051
60"L 36"D 29"H



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

product display

etagere

Black – 850604
 Silver – 850605
 30"L 16"D 70"H



locking door pedestal

Black Laminate
 24"L 24"D 42"H – 85078



refrigerators

refrigerator*

White
 14.0 cubic feet
 20"L 30"D 65"H – 8503001



lighting

mason table lamp*

White/Brushed Silver
 16"D Round 26"H – 850707



mason floor lamp*

White/Brushed Silver
 18"D Round 55"H – 850708



*Electrical power must be ordered separately.

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

NAME OF SHOW:

AAPD 66th ANNUAL SESSION / MAY 24 - 26, 2013

COMPANY NAME:

BOOTH #:

BOOTH SIZE:

X

CONTACT NAME :

PHONE #:

E-MAIL ADDRESS :

For Assistance, please call (407) 816-7900 to speak with one of our experts.

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

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

Lisbon Group - Black leather						
8302	Sofa	583.35	641.70	816.70	
8303	LoveSeat	525.30	577.85	735.40	
81011	Chair	391.25	430.40	547.75	

Chairs						
8102	Barcelona (black leather)	640.05	704.05	896.05	
810816	Barcelona (white leather)	640.05	704.05	896.05	

Newport Group - Charcoal leather						
8308	LoveSeat	531.35	584.50	743.90	
8109	Armless Chair	300.65	330.70	420.90	
81010	Corner Chair	352.65	387.90	493.70	

South Beach Group - Platinum suede						
8301	Sofa	512.00	563.20	716.80	
8151	Ottoman	224.65	247.10	314.50	

Key West Group - Black						
8306	Sofa	461.30	507.45	645.80	
8307	LoveSeat	416.65	458.30	583.30	

Pages 3 & 4

Astro Group - Beige suede						
83063	Sofa	543.45	597.80	760.85	
810809	Chair	359.95	395.95	503.95	
82052	Sydney Cocktail Table (black)	228.70	251.55	320.20	
82054	Sydney End Table (black)	189.25	208.20	264.95	

Rio Group - Blue suede						
8305	Sofa	N/A	N/A	N/A	
81014	Chair	N/A	N/A	N/A	
82022	Inspiration Table	249.95	274.95	349.95	
82023	Inspiration End Table	236.65	260.30	331.30	

Marrakesh Group - Beige						
83062	Sofa	486.70	535.35	681.40	
810808	Chair	345.40	379.95	483.55	

Memphis Group - Black						
83064	Sofa	488.90	537.80	684.45	
810812	Chair	350.65	385.70	490.90	

Chairs						
8101	T-Vac (translucent/chrome)	249.95	274.95	349.95	
810819	Globus Occasional (white)	332.10	365.30	464.95	

Ottomans						
8154	Square (black leather)	256.05	281.65	358.45	
8152	Square (white leather)	256.05	281.65	358.45	
8155	Bench (black leather)	307.95	338.75	431.15	
8153	Bench (white leather)	307.95	338.75	431.15	
81513	Half Round (black leather)	320.10	352.10	448.15	
81514	Half Round (white leather)	320.10	352.10	448.15	

Cubes						
8157	Blueberry	N/A	N/A	N/A	
8159	Raspberry	N/A	N/A	N/A	
81510	Lemon	N/A	N/A	N/A	
81511	Natural	N/A	N/A	N/A	
81512	Black Leather	89.35	98.30	125.10	

Pages 5 & 6

Chairs						
8104	Cappuccino Chair	256.05	281.65	358.45	
8105	Stage Chair (onyx)	147.30	162.05	206.20	
8106	Stage Chair (camel)	147.30	162.05	206.20	
8107	Stage Chair (beige)	N/A	N/A	N/A	
8108	Stage Chair (red)	147.30	162.05	206.20	
8103	Tub Chair (black)	320.10	352.10	448.15	

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

Chairs (continued)						
810810	Berlin Stack Chair (black/white)	85.95	94.55	120.35	
810811	Berlin Stack Chair (red/white)	85.95	94.55	120.35	
81017	Panton Chair (white)	153.40	168.75	214.75	
810814	ICE Side Chair (transparent)	167.20	183.90	234.10	
81090	New York Chair	150.95	166.05	211.35	
810707	ISO Mesh Pull-up Chair	243.95	268.35	341.55	
810110	Manhattan Chair (oyster)	177.50	195.25	248.50	

Pages 7 & 8

Chairs (continued)						
81018	Flex Chair w/ wheels	125.60	138.15	175.85	
81075	Tilt Executive Chair	249.95	274.95	349.95	
810807	Luxor Executive Chair	339.40	373.35	475.15	
81063	Altura Conf/Guest Chair	256.05	281.65	358.45	
81073	Altura Jr Exec Chair/mid back	281.35	309.50	393.90	
810813	Otto Highback Chair	350.65	385.70	490.90	
810702	Jetson Chair (black)	150.95	166.05	211.35	

Barstools & Bar						
810100	Ohio Barstool (gray)	140.10	154.10	196.15	
810101	Ohio Barstool (red)	140.10	154.10	196.15	
810102	Ohio Barstool (black)	140.10	154.10	196.15	
810103	Banana Barstool (white)	152.20	167.40	213.10	
810104	Banana Barstool (black)	152.20	167.40	213.10	
810815	ICE Barstool (transparent)	178.85	196.75	250.40	
810505	Gin Barstool (maple)	134.05	147.45	187.65	
810706	Jetson Barstool (black)	211.30	232.45	295.80	
810200	Oslo Barstool (blue)	192.00	211.20	268.80	
810201	Oslo Barstool (white)	192.00	211.20	268.80	
8501	Martini Bar	1,120.70	1,232.75	1,569.00	

TABLES, LIGHTING & MORE

Pages 9 & 10

Tables						
82033	Manhattan Table 29"H	245.10	269.60	343.15	
82015	Silverado End Table 22" H	205.30	225.85	287.40	
82014	Silverado Table 17"H	217.30	239.05	304.20	
82041	Geo Conf Table (black)	345.40	379.95	483.55	
82051	Geo Conf Table (chrome)	345.40	379.95	483.55	
82025	Geo End Table (black)	185.90	204.50	260.25	
82035	Geo End Table (chrome)	185.90	204.50	260.25	
82024	Geo Coffee Table (black)	205.30	225.85	287.40	
82034	Geo Coffee Table (chrome)	205.30	225.85	287.40	
82054	Sydney End Table (black)	189.25	208.20	264.95	
82055	Sydney End Table (white)	189.25	208.20	264.95	
82052	Sydney Cocktail Table (black)	228.70	251.55	320.20	
82053	Sydney Cocktail Table (white)	228.70	251.55	320.20	

Miscellaneous						
850604	Etagere (black)	253.60	278.95	355.05	
850605	Etagere (pewter)	253.60	278.95	355.05	
85078	Locking Door Pedestal	378.00	415.80	529.20	
8503001	Refrigerator 14 cu. ft. (white)	634.05	697.45	887.65	

Lighting						
850704	Floor Lamp 58"H (pewter)	N/A	N/A	N/A	
850701	Lumalight Lamp (red)	N/A	N/A	N/A	
850702	Lumalight Lamp (white)	N/A	N/A	N/A	
850703	Lumalight Lamp (orange)	N/A	N/A	N/A	
850705	Parisian Lamp 28"H (pewter)	N/A	N/A	N/A	

TOTAL COST

Sub-Total	+	6.5% Tax	=	Total Cost
-----------	---	----------	---	------------

FREEMAN select furnishings

Take advantage of the Online price
by ordering at www.freemanco.com/store
before APRIL 30, 2013

FREEMAN

2200 Consulate Dr
Orlando, FL 32837
407-816-7900 • Fax: 469-621-5605
FreemanOrlandoES@freemanco.com

ONLINE PRICE
DISCOUNT PRICE
DEADLINE DATE
APRIL 30, 2013

INCLUDE THE FREEMAN METHOD OF
PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **AAPD 66TH ANNUAL SESSION / MAY 24 - 26, 2013**

COMPANY NAME: _____ BOOTH #: _____

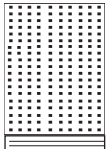

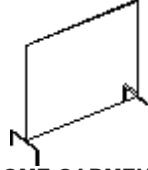
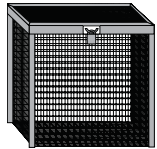


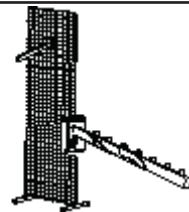
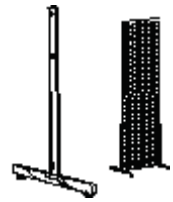
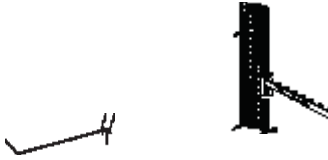
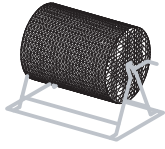
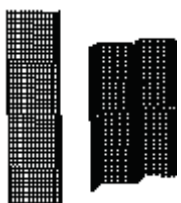

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS: _____

For Assistance, please call 407-816-7900 to speak with one of our experts.

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

ACCESSORIES

 Vertical PERFBOARD - SINGLE SIDED	 Horizontal PERFBOARD - SINGLE SIDED	 CHROME GARMENT RACK	 COLLAPSIBLE SECURITY CONTAINER
 2 WAY STRAIGHT ARM	 4 WAY SLANT ARM	 GRID ACCESSORIES	 GRID LEGS
 PERFBOARD HOOKS AND ACCESSORIES	 TICKET TUMBLER	 2' x 8' GRID PANELS	 4 WAY CONNECTORS

Qty	Part #	Description	Online Special	Discount Price	Standard Price	Total
PERFBOARD / BULLETIN BOARDS						
_____	10201180	1m x 8'H Single Side-Vert....	\$194.80	214.30	272.70	_____
_____	10201182	½m x 8'H Single Side-Vert....	\$115.25	126.80	161.35	_____
_____	10201482	4' x 8' Double Sided-Hor....	\$194.80	214.30	272.70	_____
_____	10201484	Bulletin Board	\$194.80	214.30	272.70	_____
_____	10202	Loop Hook per dozen.....	\$7.95	8.75	11.15	_____
_____	10203	Single Hook per dozen.....	\$17.10	18.80	23.95	_____
_____	10204	Double Hook per dozen.....	\$7.95	8.75	11.15	_____

GRIDS						
_____	103028	Chrome Grid.....	\$90.85	99.95	127.20	_____
_____	103010	Black Grid.....	\$90.85	99.95	127.20	_____
_____	103029	Grid Legs - Chrome.....	\$34.90	38.40	48.85	_____
_____	103029	Grid Legs - Black.....	\$34.90	38.40	48.85	_____
_____	103030	Grid Connectors	\$11.40	12.55	15.95	_____

Qty	Part #	Description	Online Special	Discount Price	Standard Price	Total
GRIDS (continued)						
_____	10307	7-Ball Waterfall	\$16.40	18.05	22.95	_____
_____	10403	2-way Straight Arm	\$115.70	127.25	162.00	_____
_____	10402	2-way Slant Arm	\$115.70	127.25	162.00	_____
_____	10404	4-way Slant Arm	\$149.20	164.10	208.90	_____

ACCESSORIES						
_____	10405	Garment Rack	\$59.65	65.60	83.50	_____
_____	15905	Fish Bowl	\$33.25	36.60	46.55	_____
_____	6605	40 Gallon Trash Receptacle	\$130.25	143.30	182.35	_____
_____	159011	Ticket Tumbler - Small.....	\$75.35	82.90	105.50	_____
_____	159020	Ballot Box 12"x12" square....	\$58.45	64.30	81.85	_____
_____	159021	Ballot Box 18"x18" square....	\$74.05	81.45	103.65	_____
_____	15104	Pad Lock	\$48.20	53.00	67.50	_____
_____	151010	Collapsible Security Contr. ..	\$239.70	263.65	335.60	_____

TOTAL COST						
Sub-Total _____ + Tax (6.5%) _____ = TOTAL _____						

Don't see what you need?
Please call an Exhibitor Services Representative @ 407-816-7900.

carpet



When it comes to making your exhibit stand out on the show floor, we have you covered. Freeman offers several color options in both classic and prestige carpet designed to fit the requirements of your exhibit space.

- Freeman uses only colorfast carpet, making it a consistent, matching shade every time
- Freeman's carpet is manufactured with recycled material
- All of our carpet padding is made from recycled foam



prestige CARPET

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

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

custom options

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



*black**



cardinal



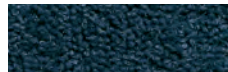
*charcoal**



cream



*gray pearl**



*navy**



toast



wedgewood



*white**

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

classic CARPET

custom cut

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

standard cut

Our classic carpet comes in a variety of sizes: 9' x 10', 9' x 20', 9' x 30', 9' x 40' and larger. Prices include delivery, installation, carpet tape, carpet removal and all carpet material handling fees. Foam carpet padding and Visqueen covering are available for a minimal fee.



black



blue



gray



green



latte



midnight blue



plum



red



red pepper



tuxedo

questions?

Call customer service at the number listed on Quick Facts. For fast, easy ordering, visit us at www.freemanco.com.

Actual colors may vary slightly.

F R E E M A N

F R E E M A N

2200 Consulate Dr
Orlando, FL 32837
(407) 816-7900 Fax: (469) 621-5605
FreemanOrlandoES@freemanco.com

ONLINE PRICE
DISCOUNT PRICE
DEADLINE DATE
APRIL 30, 2013

INCLUDE THE FREEMAN METHOD OF
PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **AAPD 66th ANNUAL SESSION / MAY 24 - 26, 2013**

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

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

For Assistance, please call (407) 816-7900 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 (407) 816-7900.
- **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.**
- **No MATERIAL HANDLING charges apply.** Rental prices are for the duration of the show and include delivery to and removal from your booth space.
- All Classic and Prestige carpets contain recycled content and are recyclable.

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 ☐ White

40 oz. Carpet Rental -	Price per sq. ft. (100 sq. ft. minimum)	Online Price	Discount Price	Standard Price	Total
1 - 700 sq. ft.	Booth Size: _____ x _____ = _____ sq. ft. @	\$ 3.50	\$ 3.85	\$ 4.90	_____
701 - 1200 sq. ft.	Booth Size: _____ x _____ = _____ sq. ft. @	\$ 3.25	\$ 3.60	\$ 4.55	_____

CHOOSE YOUR CARPET COLOR - 28 oz. Carpet:

☐ Black ☐ Cardinal ☐ Charcoal ☐ Cream ☐ Gray Pearl
☐ Navy ☐ Toast ☐ Wedgewood ☐ White

28 oz. Carpet Rental -	Price per sq. ft. (100 sq. ft. minimum)	Online Price	Discount Price	Standard Price	Total
1 - 700 sq. ft.	Booth Size: _____ x _____ = _____ sq. ft. @	\$ 3.10	\$ 3.40	\$ 4.35	_____
701 - 1200 sq. ft.	Booth Size: _____ x _____ = _____ sq. ft. @	\$ 2.75	\$ 3.05	\$ 3.85	_____

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 ☐ Gray ☐ Green ☐ Latte ☐ Midnight Blue ☐ Plum ☐ Red ☐ Red Pepper ☐ Tuxedo

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

16 oz. Carpet Rental	Online Price	Discount Price	Standard Price	Total
Per sq. ft. Booth Size: _____ x _____ = _____ sq. ft. @	\$ 2.35	\$ 2.60	\$ 3.30	_____

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 ☐ Gray ☐ Green ☐ Latte ☐ Midnight Blue ☐ Plum ☐ Red ☐ Red Pepper ☐ Tuxedo

Qty	Description	Online Price	Discount Price	Standard Price	Total
_____	9' x 10' Classic Carpet	\$ 162.95	\$ 179.25	\$ 228.15	_____
_____	9' x 20' Classic Carpet	\$ 325.90	\$ 358.50	\$ 456.25	_____
_____	9' x 30' Classic Carpet	\$ 488.85	\$ 537.75	\$ 684.40	_____
_____	9' x 40' Classic Carpet	\$ 651.80	\$ 717.00	\$ 912.50	_____

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

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

Qty	Description	Online Price	Discount Price	Standard Price	Total
_____	Carpet Padding - 1/2" (90 - 700 sq. ft.).....	\$.70	\$.75	\$ 1.00	_____
_____	Carpet Padding - 1/2" (Over 700 sq. ft.).....	\$.50	\$.55	\$.70	_____
_____	Plastic Covering	\$.50	\$.55	\$.70	_____

Our carpet padding consists of 95 -100% recycled urethane foam and is also 100% recyclable according to the manufacturer's specifications. Our plastic floor covering contains up to 60% recycled content.

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

TOTAL COST			
Sub- Total	+	6.5% Tax	= Total Cost

carpet
FREEMAN

Take advantage of the Online price
by ordering at www.freemanco.com/store
before APRIL 30, 2013

RENTAL exhibits



Package 1



Package 1 upgraded with graphics and cabinet



Package 2



Package 2 upgraded with graphics and cabinet

Questions? All packages can be customized or modified, depending on your specific requirements.
To speak with an Exhibitor Sales specialist, or for custom components, call the number listed on Quick Facts.
For fast, easy ordering, go to www.freemanco.com

F R E E M A N



Package 3



Package 3 upgraded with graphics and cabinet



Package 4



Package 4 upgraded with graphics and cabinet

* All exhibits include: installation & dismantle of exhibit, material handling of exhibit, classic carpet with nightly vacuuming, 2 arm lights (per 10' unit), power (500 watts) for lights ONLY and labor to hang arm lights.

Color Options - Classic Carpet



black



latte



red pepper



blue



midnight blue



tuxedo



gray



plum



green



red

Color Options - Fabric and Hardwall Panels



black fabric



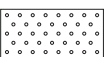
blue fabric



gray fabric



white hardwall



white perfbord

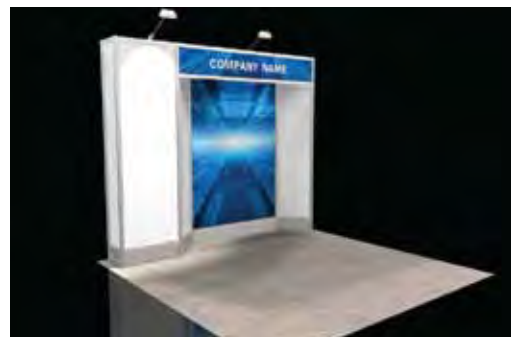
Upgrades available for under \$500



Slatwall & Shelves



Black Metal



Graphics & Custom Logo



Package 5



Package 5 upgraded with graphics and cabinet



Package 6



Package 6 upgraded with graphics and cabinet

Upgraded Color Options - Prestige Carpet



black*



cardinal



charcoal*



cream



gray pearl*



navy*



toast



wedgewood



white*

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

Questions?

All packages can be customized or modified. To speak with an Exhibitor Sales specialist, call the number listed on Quick Facts. For additional custom examples visit the link below.

To view additional custom designs



Cabinets & Counters



Colored Panels



www.freemanco.com/customexhibits

F R E E M A N

2200 Consulate Drive
Orlando, Florida 32837
(407) 816-7900 • Fax: (469) 621-5605
FreemanOrlandoES@freemanco.com

DISCOUNT PRICE
DEADLINE DATE
APRIL 30, 2013

INCLUDE THE FREEMAN METHOD OF
PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: AAPD 66TH ANNUAL SESSION / MAY 24 - 26, 2013

COMPANY NAME: _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS: _____

For assistance, please call 407-816-7900 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), power (500 watts) for lights ONLY and labor to hang arm lights.

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

RENTAL EXHIBITS

		Discount Price	Standard Price		Discount Price	Standard Price	Total
Package 1	<input type="checkbox"/> 10' x 10'	2,508.15	3,511.40	<input type="checkbox"/> 10' x 20'	4,915.75	6,882.05	_____
Package 2	<input type="checkbox"/> 10' x 10'	1,776.65	2,487.30	<input type="checkbox"/> 10' x 20'	3,452.80	4,833.90	_____
Package 3	<input type="checkbox"/> 10' x 10'	2,526.95	3,537.75	<input type="checkbox"/> 10' x 20'	4,953.35	6,934.70	_____
Package 4	<input type="checkbox"/> 10' x 10'	3,199.50	4,479.30	<input type="checkbox"/> 10' x 20'	6,298.50	8,817.90	_____
Package 5	<input type="checkbox"/> 10' x 10'	1,918.35	2,685.70	<input type="checkbox"/> 10' x 20'	3,743.55	5,240.95	_____
Package 6	<input type="checkbox"/> 10' x 10'	2,001.80	2,802.50	<input type="checkbox"/> 10' x 20'	3,940.85	5,517.20	_____

- Orders received after the deadline date or without payment will be charged the Standard Price and are subject to availability.
- Orders cancelled after production begins are subject to a 100% Cancellation Charge.

CHOOSE YOUR PANEL

☐ Blue Fabric ☐ Gray Fabric ☐ Black Fabric ☐ White Hardwall ☐ White Perfboard

CARPET

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

Check color choice

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

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

LIGHTING

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

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

*Additional power must be ordered separately.

HEADER IDENTIFICATION SIGN

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

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

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

Indicate exactly how you want your company name to appear:

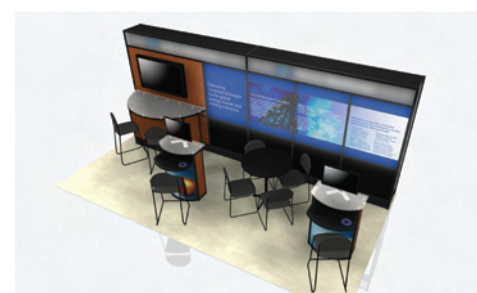
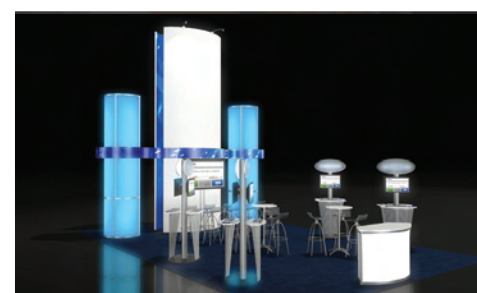
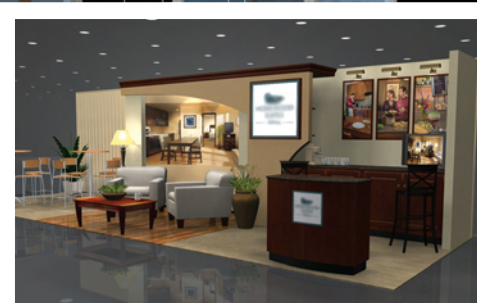
ENHANCE YOUR EXHIBIT

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

☐ Slatwall & Shelves ☐ Cabinets & Counters ☐ Specialty Colored Metal
☐ Colored Panels ☐ Creating a Custom Exhibit ☐ Graphics & Custom Logo

TOTAL COST

Sub-Total _____ + Tax (6.5%) _____ = TOTAL _____



Custom Exhibit Services

Make a lasting impression with turnkey solutions that provide convenience and affordability.

- Cost-effective, innovative, turnkey exhibit solutions
- Rental or purchase
- Award winning exhibit design
- Complete installation and dismantle services included
- Single point of contact from beginning to end

The right exhibit design can invite interaction & engagement.

For further information, please contact:

_____ at _____ or email _____

F R E E M A N
INNOVATION DEDICATED TO YOUR BRAND

FREEMAN

2200 Consulate Drive
Orlando, FL 32837-8364
(407) 816-7900 Fax: (469) 621-5605
FreemanOrlandoES@freemanco.com

DISCOUNT PRICE
DEADLINE DATE

30 DAYS PRIOR TO MOVE IN

INCLUDE THE FREEMAN METHOD OF
PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: AAPD 66TH ANNUAL SESSION / MAY 24 - 26, 2013
COMPANY NAME _____ BOOTH #: _____
CONTACT NAME: _____ PHONE # _____
E-MAIL ADDRESS _____

For Assistance, please call 407-816-7900 to speak with one of our experts.

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

TABLE TOP UNIT



RENTAL		QTY.	TOTAL
Size	Price		
40" H x 6' W	\$934.75	_____	_____
40" H x 8' W	\$1,074.15	_____	_____

PURCHASE*		QTY.	TOTAL
Size	Price		
40" H x 6' W	\$1,143.65	_____	_____
40" H x 8' W	\$1,283.15	_____	_____
*Shipping Not Included			

Rental Units Include:

Draped Table (Select color below)
Classic Carpet 9' X 10' (Select color below)
Installation & Dismantle of Exhibit
Material Handling of Exhibit
Nightly Vacuuming
1-200 Watt Halogen Light (Electrical service & labor not included)

Purchase Units Include:

1-Case
One Time Installation & Dismantle

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

Fabric Panel Colors for All Units: ☐ Black ☐ Gray

Additional Fabric Panel Colors for Purchase Units Only:

☐ Blaze Red ☐ Blueberry ☐ Emerald ☐ Silver

Other Colors Also Available for Purchase Units

9'x10' Classic Carpet: ☐ Blue ☐ Black ☐ Gray ☐ Green ☐ Plum
☐ Latte ☐ Mid Blue ☐ Red ☐ Teal ☐ Red Pepper ☐ Tuxedo

Table Drape:

☐ Berry ☐ Black ☐ Blue ☐ Burgundy ☐ Green
☐ Gold ☐ Gray ☐ Plum ☐ Red ☐ Teal ☐ White

FLOOR UNIT



RENTAL		QTY.	TOTAL
Size	Price		
8' H x 8' W	\$1,492.15	_____	_____
8' H x 10' W	\$1,765.05	_____	_____

PURCHASE*		QTY.	TOTAL
Size	Price		
8' H x 8' W	\$2,467.05	_____	_____
8' H x 10' W	\$2,879.45	_____	_____
*Shipping Not Included			

Rental Units Include:

Classic Carpet 9' X 10' (Select color below)
Installation & Dismantle of Exhibit
Material Handling of Exhibit
Nightly Vacuuming
1-Podium - 8'H x 10'W unit only
2-200 watt Halogen Lights (Electrical service & labor not included)

Purchase Units Include:

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

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

Fabric Panel Colors for All Units: ☐ Black ☐ Gray

Additional Fabric Panel Colors for Purchase Units Only:

☐ Blaze Red ☐ Blueberry ☐ Emerald ☐ Silver

Other Colors Also Available for Purchase Units

9'x10' Classic Carpet: ☐ Blue ☐ Black ☐ Burgundy
☐ Green ☐ Gray ☐ Plum ☐ Red ☐ Teal ☐ Tuxedo

CUSTOM GRAPHIC / PHOTO PANELS

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

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

OPTIONAL ACCESSORIES	RENTAL	PURCHASE	TOTAL
Description	Qty. Price	Qty. Price	
2-200 Watt Halogen Light Kit	_____ \$174.25	_____ \$248.25	_____
1-200 Watt Halogen Light Kit	_____ \$ 90.55	_____ \$181.20	_____
Straight Shelf	_____ \$ 69.60	_____ \$125.55	_____
Angle Shelf	_____ \$ 69.60	_____ \$125.55	_____

QUICK TIPS

- If shipping literature or products, material handling rates will apply.
- Order in advance to save time, money and ensure availability. Orders received after the deadline date or without payment will cost an additional 40% over prices indicated.

TOTAL COST

Sub-Total _____ + Tax (6.5%)= TOTAL _____

F R E E M A N

2200 Consulate Dr
Orlando, FL 32837
(407) 816-7900 Fax: (469) 621-5605
FreemanOrlandoES@freemanco.com

DISCOUNT PRICE
DEADLINE DATE
APRIL 30, 2013

INCLUDE THE FREEMAN METHOD OF
PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **AAPD 66th ANNUAL SESSION / MAY 24 - 26, 2013**


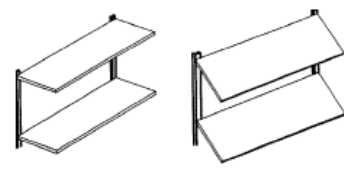
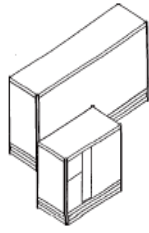
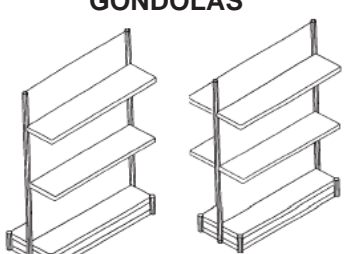

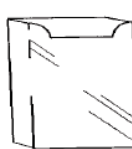
COMPANY NAME: _____ BOOTH #: _____ BOOTH SIZE: _____ X

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

For Assistance, please call (407) 816-7900 to speak with one of our experts.

For fast, easy ordering, go to www.freemanco.com/store
ACCESSORIES FOR RENTAL UNITS

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

Qty	Part #	Description	Discount Price	Standard Price	Total
LIGHT FIXTURES					
(electrical service & labor to install lights not included)					
___	17251	Arm Light	92.35	129.30	_____
___	172514	4' Tracklight (3 lights)	297.75	416.85	_____
___	17252	Halogen Light	99.85	139.80	_____

CABINETS & LOCKS					
Cabinets					
<input type="checkbox"/> Black Fabric <input type="checkbox"/> Blue Fabric <input type="checkbox"/> Gray Fabric <input type="checkbox"/> White PVC					
___	17305	1M x ½M x 36" High.....	365.50	511.70	_____
___	17306	1M x ½M x 42" High.....	394.05	551.65	_____
___	17308	2M x ½M x 36" High.....	555.05	777.05	_____
___	17309	2M x ½M x 42" High.....	584.05	817.65	_____
___	173010	1M Radius x ½M x 36" High.	N/A	N/A	_____
___	173011	1M Radius x ½M x 42" High..	372.50	521.50	_____
(Radius Cabinets do not have doors)					
___	17301	Cabinet Lock	14.85	20.80	_____
Inside Shelves Available Quoted on Request					

Qty	Part #	Description	Discount Price	Standard Price	Total
GONDOLAS					
Gondolas					
<input type="checkbox"/> Blue Fabric <input type="checkbox"/> Gray Fabric <input type="checkbox"/> Perfboard <input type="checkbox"/> White PVC					
___	174541	Single Sided 1M x 4' High...	313.35	438.70	_____
___	174542	Double Sided 1M x 4' High..	416.55	583.15	_____
___	174581	Single Sided 1M x 8' High...	489.90	685.85	_____
___	174582	Double Sided 1M x 8' High..	651.00	911.40	_____

SHELVES					
___	17201	1M Straight (37" x 12")	78.20	109.50	_____
___	17206	1M Angled (37" x 12")	88.60	124.05	_____

LITERATURE POCKETS					
___	174015	For 8½ x 11 Literature	29.35	41.10	_____

TOTAL COST					
Sub-Total	+	6.5% Tax	=	Total Cost	

Don't see what you need?
Please call an Exhibitor Sales Specialist at (407) 816-7900.

F R E E M A N

2200 Consulate Dr
Orlando, FL 32837
407-816-7900 • Fax: 469-621-5605
FreemanOrlandoES@freemanco.com

ONLINE PRICE
DISCOUNT PRICE
DEADLINE DATE
APRIL 30, 2013

INCLUDE THE FREEMAN METHOD OF
PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **AAPD 66TH ANNUAL SESSION / MAY 24 - 26, 2013**

COMPANY NAME: _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS: _____

For Assistance, please call 407-816-7900 to speak with one of our experts.

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

SHOWCASES



QUARTER VIEW



HALF VIEW



FULL VIEW

DESCRIPTION	SIZE	QTY.	PART#	ONLINE SPECIAL	DISCOUNT	STANDARD	TOTAL
<u>FULL VISION CASE</u>							
Includes 1-8" & 1-10" glass shelves	4 FT.	_____	101043	\$423.05	\$465.35	\$592.25	\$ _____
with adjustable brackets, 26" high	5 FT.	_____	101051	\$423.05	\$465.35	\$592.25	\$ _____
front glass display section	6 FT.	_____	101061	\$423.05	\$465.35	\$592.25	\$ _____
<u>HALF VISION CASE</u>							
Includes a glass shelf with	4 FT.	_____	101042	\$423.05	\$465.35	\$592.25	\$ _____
adjustable brackets, 17" high front	5 FT.	_____	101050	\$423.05	\$465.35	\$592.25	\$ _____
glass display section	6 FT.	_____	101060	\$423.05	\$465.35	\$592.25	\$ _____
<u>QUARTER VISION CASE</u>							
With 9 5/16" H front glass display	4 FT.	_____	101044	\$423.05	\$465.35	\$592.25	\$ _____
section	5 FT.	_____	101052	\$423.05	\$465.35	\$592.25	\$ _____
	6 FT.	_____	101062	\$423.05	\$465.35	\$592.25	\$ _____
<u>CORNER VISION CASE</u>							
Rear access and glass shelves	HALF	_____	101090	\$423.05	\$465.35	\$592.25	\$ _____
are the same as the above cases							
<u>TOWER CASE</u>							
Dimensions are 20"Lx20"Dx80"H, 20 X 20		_____	1010200	\$447.65	\$492.40	\$626.70	\$ _____
with 3-glass shelves, lights and locks							
SUBTOTAL					\$ _____		
TAX (6.5%)					\$ _____		
TOTAL COST					\$ _____		

- Include the Freeman Method of Payment form with your order.
- All showcases are 20"Dx38"H, have lights, locks, sliding mirror doors, white exterior, and white interior frames.
- All keys must be left with showcase or a charge of \$10.00 will be assessed.
- Please order electrical hook-up service from the electrical contractor.

Remember to order in advance to save time, money and ensure availability. Rental prices are for the duration of the show and include delivery to and removal from your booth space. Save time and money - Order before the Discount/Online Special deadline date.



digital graphics



creating visual excitement

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

state-of-the-art capabilities

Freeman can provide four-color, photo-quality, high-resolution digital printing in virtually any size for banners, signage, exhibit graphics, and more. Each Freeman location has stand-alone printing capabilities, and all are supported by the Corporate Graphics Center for special requirements. Last minute repairs and replacements are handled efficiently through our nationwide resources.

superior quality control

Electronic file transfer, in-house printing, and company-wide standardization of procedures allow us to control quality, cost and scheduling for our customers on a nationwide basis.

depth of resources

- VUTEK™ and Salsa printers provide large format, four-color, high-resolution digital printing of single and double-sided banners up to 10' wide and virtually any size with seams.
- Encad printers provide digital processing of banners up to 5' wide without seams.
- All Freeman operations use the same printers, software, ink, adhesives, and laminates for continuity.
- Seaming, grommeting, lamination, and mounting are handled in-house.
- A variety of fabrics are available, including nylon, vinyl, and mesh materials.
- Computer-aided graphic design for your assistance.

freeman specializes in the digital graphic reproduction and installation of:

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

questions?

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

F R E E M A N

2200 Consulate Dr
Orlando, FL 32837
(407) 816-7900 Fax: (469) 621-5605
FreemanOrlandoES@freemanco.com

DISCOUNT PRICE
DEADLINE DATE
APRIL 30, 2013

INCLUDE THE FREEMAN METHOD OF
PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **AAPD 66th ANNUAL SESSION / MAY 24 - 26, 2013**

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

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS: _____

For Assistance, please call (407) 816-7900 to speak with one of our experts.

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

GRAPHICS & SIGNS

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

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

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

DIGITAL GRAPHICS

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

_____ L X _____ W = _____ sq.ft.

\$ 18.60 per sq. ft. discount price
sq. ft. _____ x or _____ = \$ _____
\$ 27.90 per sq. ft. standard price

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

LARGE DIGITAL GRAPHICS

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

File Information:

Electronic File Name _____

Application _____

PMS Colors _____

Backing Material:

- ☐ Foamcore ☐ Masonite
- ☐ PVC ☐ Plexi
- ☐ Gatorfoam ☐ Eco-Board
- ☐ Ultra-Board ☐ Other

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

Vertical _____ Horizontal _____ Use Your Judgment For Sign Layout _____

Special Instructions

STANDARD SIZES

CHOOSE YOUR SIZE:

QTY.	Discount Price	Standard Price	TOTAL
7" x 11" @ _____	53.25	79.90 =	_____
7" x 22" @ _____	54.45	81.70 =	_____
7" x 44" @ _____	58.70	88.05 =	_____
9" x 44" @ _____	65.45	98.20 =	_____
11" x 14" @ _____	69.60	104.40 =	_____
14" x 22" @ _____	79.55	119.35 =	_____
14" x 44" @ _____	99.45	149.20 =	_____
22" x 28" @ _____	115.15	172.75 =	_____
28" x 44" @ _____	159.75	239.65 =	_____
20" x 60" @ _____	219.80	329.70 =	_____

(white only)

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

INDICATE YOUR SIGN COPY HERE:

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

Vertical

Horizontal

Use Your Judgment For Sign Layout

Background Color: _____

Lettering Color: _____

TOTAL COST

Sub-Total + 6.5 % Tax = Total Cost

FREEMAN graphics & signs

CUSTOMER GUIDELINES FOR SUBMITTING GRAPHICS ARTWORK

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

PLEASE PROVIDE THE FOLLOWING WHEN SUBMITTING ART

Minimum requirements for original artwork, such as logos, when Freeman is providing design and layout:

- 300 dpi resolution at a size of 8 x 10 inches (higher resolution files will result in improved final product)

Minimum requirements for final artwork that Freeman will reproduce exactly as provided:

- 100 dpi resolution at full size of actual finished product

Minimum requirements for both:

- All related PMS and/or CMYK color codes (if submitting CMYK values, please supply accurate color swatches.)
- Accurate color proof print of artwork
- Contact name, phone number and e-mail address of art creator if applicable
- If submitting a "vector" file, include all fonts, or convert fonts to outlines or paths

ACCEPTABLE FILE SOFTWARE FORMATS

We are capable of working with both PC and MAC based software, and can accept art created with the following software programs (listed in order of preference):

- ADOBE—Illustrator, InDesign, and Photoshop
- COREL DRAW
- QUARK XPRESS

Files should always be saved in their native format.

ACCEPTABLE FILE TYPES

Files that Freeman **can use** in order of preference, include:

- EPS and AI (especially when submitting logos)
- TIF (especially when submitting photos)
- JPG (provided resolution is high enough for photo images; not recommended for logos)

File types that Freeman **cannot use** to reproduce high quality graphics include:

- GIF files
- Microsoft Office software files such as Word (.doc), or PowerPoint (.ppt) file types
- Self-extracting files, such as EXE or SEA files

WAYS TO SEND ARTWORK

• Artwork files that are of acceptable resolution as listed above will typically be too large to send via e-mail. Files may be saved and sent via overnight delivery on either a CD-ROM or a DVD, along with the hard-printed proof copy. (Floppy disks and zip drives are not a good option for sending large graphics files.)

• Files may also be posted to Freeman's FTP site. You may get the password and other needed information from your Freeman service representative in order to post files. However, a hard copy proof and backup of the files on CD-Rom/DVD are required and must be sent via overnight delivery in addition to posting the electronic files. Please call (407) 816-7900 for assistance.



installation & dismantle

When it comes to installation and dismantling of exhibits, no one does it better than Freeman. With more than 75 years of experience, our group of specialists is ready to assist you with all of your exhibit requests, from beginning to end.

Whether you choose to supervise or you need the assistance of a full-time Freeman employee, we can meet all your needs, from shipping and storage to emergency on-site repairs to basic installation and dismantling to support service coordination including electrical, furnishings and more. Freeman has the resources and the capabilities to help you have the most successful show experience possible.

do i need to order labor?

As an exhibitor, you are required to follow local labor jurisdictions. Please refer to the enclosed "Labor Jurisdictions" information sheet for details.

installation and dismantling services available

Freeman will work closely with you to coordinate every phase of your trade show participation, including:

- Preplanning and budget consultation
- Support service coordination – electrical, furnishings, floral and more
- Shipping and storage management
- On-site supervisors with dedicated floor managers
- Skilled labor and technicians for installation and dismantling
- Full, in-house carpentry
- Graphics production
- Emergency repairs and refurbishing
- Postshow evaluations
- Multiple show coordination

Supervise any labor yourself, or if you need assistance, Freeman I&D experts will do it for you.

if you use Freeman staff

Exhibits are set up prior to your arrival under the direction of Freeman I&D supervisors. We charge 30% of the total labor charge, with a minimum \$45 fee.

if you supervise yourself

Installation – Your labor supervisor must check in at the exhibitor service center to pick up laborers. Upon completion of work, your supervisor must return to the exhibitor service center to release the laborers. Start time is guaranteed only when labor is requested for the start of the working day.

Dismantling – When scheduling dismantling labor, be sure to allow time for empty containers to be returned to the booth after the close of your show. Start time is guaranteed only when labor is requested for the start of the working day.

questions?

Call customer service at the number listed on Quick Facts.

For fast, easy ordering, visit us at www.myfreemanonline.com.

Union Jurisdictions for Orlando, Florida

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

EXHIBIT INSTALLATION AND DISMANTLING

Currently we have an agreement with the Local IATSE Union to provide labor for display erection and dismantling. Full time employees of the exhibiting companies, however, may set their own exhibits without assistance from this local. Any labor services that may be required beyond what your regular full time employees can provide, may be rendered by the Union. Labor can be ordered in advance by returning the Display Labor form, or at showsite, at the service desk.

MATERIAL HANDLING

Exhibitors may hand-carry their own materials into the exhibit facility. The use or rental of dollies, flat trucks and other mechanical equipment, however, is not permitted. FREEMAN will control access to the loading docks in order to provide for a safe and orderly move-in/out. Only full time employees of the exhibiting company will be allowed to hand-carry items. Unloading or reloading at the dock of any and all contracted carriers will be handled by FREEMAN.

TIPPING

FREEMAN requests that exhibitors do not tip our employees. They are paid at an excellent wage scale denoting a professional status, and we feel that tipping is not necessary. This applies to all employees. Any request for such should be brought to the attention of a Freeman representative at the service desk or correspondence may be directed to the attention of the General Manager at the local office address.

SAFETY

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

F R E E M A N

2200 Consulate Drive
Orlando, FL 32837-8364
(407) 816-7900 Fax: (469) 621-5605
FreemanOrlandoES@freemanco.com

DISCOUNT PRICE
DEADLINE DATE
APRIL 30, 2013

INCLUDE THE FREEMAN METHOD OF
PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **AAPD 66TH ANNUAL SESSION / MAY 24 - 26, 2013**

COMPANY NAME _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS _____

For Assistance, please call 407-816-7900 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 4:30 P.M. Monday through Friday.....	\$ 85.00	\$ 110.50
Overtime- 6:00 A.M. to 8:00 A.M. and 4:30 P.M. to 12:00 Midnight Monday through Friday		
6:00 A.M. to 12:00 Midnight Saturday and Sunday	\$ 127.50	\$165.75
Double Time- 12:00 Midnight to 6:00 A.M. and recognized holidays.....	\$ 170.00	\$221.00

- 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.
- Supervisor must check in at Service Desk to pickup labor
- 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 (6.5%)						= \$ _____
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 (6.5%)						= \$ _____
Total Installation						= \$ _____

NAME OF SHOW: **AAPD 66TH ANNUAL SESSION / MAY 24 - 26, 2013**

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

F R E E M A N

2200 Consulate Drive
Orlando, FL 32837
(407) 816-7900 Fax: (469) 621-5605
FreemanOrlandoES@freemanco.com

DISCOUNT PRICE
DEADLINE DATE
APRIL 30, 2013

INCLUDE THE FREEMAN METHOD OF
PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **AAPD 66TH ANNUAL SESSION / MAY 24 - 26, 2013**

COMPANY NAME _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS _____

For Assistance, please call 407-816-7900 to speak with one of our experts.

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

FORKLIFT RIGGING EQUIPMENT AND LABOR

- Straight Time -** 8:00 A.M. to 4:30 P.M. Monday through Friday
- Overtime -** 6:00 A.M. to 8:00 A.M. and 4:30 P.M. to 12:00 Midnight Monday through Friday
6:00 A.M. to 12:00 Midnight Saturday and Sunday
- Double Time -** 12:00 Midnight to 6:00 A.M. and recognized holidays
- Show site prices will apply to all labor orders placed at show site
 - Start time guaranteed only at start of working day
 - One hour minimum - labor thereafter is charged in half (1/2) hour increments
 - Supervisor must check in at Service Desk to pick up labor
 - When scheduling dismantle labor, be sure to allow sufficient time for empty containers to be returned to your booth

Part#	Description	Advance Price	Show Site Price
FORKLIFT LABOR			
304050	Forklift w/operator - up to 5,000 lbs - ST.....	\$179.30	\$233.10
304051	Forklift w/operator - up to 5,000 lbs - OT.....	\$222.30	\$289.00
3040100	Forklift w/operator - up to 10,000 lbs - ST.....	\$246.25	\$320.15
3040101	Forklift w/operator - up to 10,000 lbs - OT.....	\$289.25	\$376.05
3040150	Forklift w/operator - up to 15,000 lbs - ST.....	\$273.05	\$354.95
3040151	Forklift w/operator - up to 15,000 lbs - OT.....	\$316.05	\$410.85
304040	Forklift w/operator - 4-Stage - ST.....	\$191.80	\$249.35
304041	Forklift w/operator - 4-Stage - OT.....	\$234.80	\$305.25
RIGGING LABOR			
3020100	Rigger Foreman - ST.....	\$111.80	\$145.35
3020101	Rigger Foreman - OT.....	\$167.70	\$218.00
5020200	Rigger - ST.....	\$ 86.00	\$111.80
5020201	Rigger - OT.....	\$129.00	\$167.70

INSTALLATION

Part #	Description	Date	Start Time	# of Equip/ Person	Approx Hrs per Person	Total Hours	Hourly Rate	Estimated Total Cost
Describe work to be done: _____							Tax(6.5%)	
							Total	

DISMANTLE

Part #	Description	Date	Start Time	# of Equip/ Person	Approx Hrs per Person	Total Hours	Hourly Rate	Estimated Total Cost
Describe work to be done: _____							Tax(6.5%)	
							Total	

FREEMAN forklift / rigging labor



ELECTRICAL SERVICES DEPARTMENT
7000 Lindell Road • Las Vegas, NV 89118
800.475.2098 • Fax: 866.329.1437
csrOrlando@ges.com

FOR ELECTRICAL SERVICE ONLY

E-1

SHOW NAME:	
LOCATION:	Walt Disney World Dolphin
SHOW DATES:	
DISCOUNT DEADLINE:	8% 8th 6th 5th 4th 3rd 2nd 1st

- 100 % payment must accompany each order and be received Tuesday, December 11, 2012 to qualify for advance discount price.
- No orders can be processed without payment.
- Electricity will be turned on within 30 minutes of show opening & off within 30 minutes of show closing.
- Cancellation fee after installation is 100% of original cost.

ELECTRICAL LABOR:

STRAIGHT TIME: Monday through Friday from 8:00 AM to 4:30 PM.

Discount \$76.00

Regular \$95.00

Show Site \$114.00

OVERTIME TIME: All other times Monday through Friday. All day Saturday, Sunday & Holidays.

Discount \$152.00

Regular \$190.00

Show Site \$228.00

1 hour minimum install 1/2 hour minimum dismantle

POLICY STATEMENT: 100 % payment must accompany each order. The prices quoted are for RENTAL equipment and include delivery and pick-up at the booth. All orders without 100% payment and orders received at the Service desk will be charged floor price which the customer agrees to pay in full upon receipt of equipment or service unless credit has been previously established with us. All orders placed on behalf of customers by display builders or others must have a written authorization from the customer and the customer agrees to be responsible for such orders.

Customers who prepay by Tuesday, December 11, 2012 qualify for the advance discount price. All additional charges incurred will be added to the credit card listed below. If customer fails to pay in accordance with this policy, customer agrees to pay a 1.5% per month late charge fee, and all costs of collection including attorney's fees. No credit will be given for outlets installed or services provided and not used. Requests for refunds must be submitted in writing to the above GES address. Customer agrees that GES shall not be liable for, and shall hold GES harmless from any damages caused by negligence of non-GES employees and/or from events outside of GES control such as strikes, accidents, fires, acts of God, delays, etc. Customer agrees to submit any claims for damages to GES Service Desk before show closing or customer waives any right to make a claim.

NON-USA EXHIBITORS agree to pay only by international money order, credit card, traveler's checks, or cash.

Company Name: _____

Booth Number: _____

ELECTRICAL RENTAL ORDER FORM

Quantity	ELECTRICAL OUTLETS 120 Volt 60 Cycle Alternating Current	Discount Price	Standard Price	TOTAL PRICE
	700001: 5 Amp/500 Watts, 1/4 HP 120V	\$ 98.00	\$ 147.00	
	700002: 10 Amp/1000 Watts, 1/4 HP 120V	\$ 164.00	\$ 246.00	
	700003: 15 Amp/1500 Watts, 1/4 HP 120V	\$ 197.00	\$ 295.50	
	700004: 20 Amp/2000 Watts, 1/4 HP 120V	\$ 224.50	\$ 336.75	
			SUB TOTAL	

Quantity	POWER SERVICE & MOTOR OUTLETS - All 208V connections require labor			
	700014: 20 Amp, 1 HP 208V / 1Phase	\$ 282.25	\$ 423.50	
	700015: 30 Amp, 2 HP 208V / 1Phase	\$ 398.00	\$ 597.00	
	700017: 100 Amp, 10 HP 208V / 1Phase		\$ 583.50	
	700018: 200 Amp, 25 HP 208V / 1Phase		\$ 1,167.00	
	700024: 20 Amp, 3 HP 208V / 3Phase	\$ 449.00	\$ 673.50	
	700025: 30 Amp, 5 HP 208V / 3Phase	\$ 530.00	\$ 795.00	
	Quotes for greater amperage or voltage available upon request		SUB TOTAL	

Quantity	RENTAL EQUIPMENT			
	200276: Cube Tap, 3 Way Plug		\$ 11.00	
	700130: Extension Cord, 14/3 120V, 15'		\$ 16.54	
	700131: Extension Cord, 14/3 120V, 25'		\$ 27.56	
	700132: Extension Cord, 14/3 120V, 50'		\$ 40.00	
	700099: Plug Strip, 120 Volt		\$ 27.56	
			SUB TOTAL	

☐ Provide 24 Hour Power Service- Double The Published Rate

☐ Transformer(s) To Boost From 208V:

\$ 131.25

AUTHORIZATION FOR TIME & MATERIAL: PLEASE INITIAL _____

(Office Use Only) LABOR:

(Office Use Only) MATERIAL:

6.5% TAX:

GRAND TOTAL:

By signing and delivering this form, customer agrees to all terms, conditions, and limits of liability on both pages of this form.

Company Name: _____

Phone Number: _____

Address: _____

Fax Number: _____

City: _____

Authorized Signature: **X** _____

State: _____ Zip Code: _____

Print Authorized Signature: _____

Date of Order: _____

Check #: _____

Credit Card: ☐ VISA ☐ MasterCard ☐ American Express

☐ Corporate ☐ Personal

Credit Card #: _____

Expiration Date: _____

Signature of Cardholder: **X** _____

Name Printed on Credit Card: _____

1. *GES Electrical is not responsible for voltage fluctuation or power failure due to temporary conditions. For your protection you should install a surge protector on your computer(s). All electrical installations and connections to all electrical service should be made by a GES Electrical electrician. GES Electrical will not be responsible for any damage or lost equipment, component, computer hardware or software and/or any damage or injury to any person caused by the installation, connection or plugging into any electrical outlet by person other than a GES Electrical electrician.*
2. Electricity will be turned on within 30 minutes of show opening and turned off within 30 minutes after show closing.
3. 24 hour service to any outlet will be double the listed price.
4. Dedicated power is double the listed price, and can only be guaranteed before show opening with advance arrangements for date needed.
5. All electrical outlets will be installed on the floor at the draped backwall of in-line booths and peninsula spaces. Exhibitors with hardwall displays must arrange for power to be dropped inside the booth if necessary; this will be done on a time and material basis. Power to island booths will be dropped per the exhibitor's floorplan, chargeable on a time and material basis. If no plan is provided, the power will be installed at our discretion. Additional power drops are chargeable on a time and material basis. Distribution and connection(s) to equipment is chargeable on a time and material basis. For further information, please refer call 407-934-4229.
6. Local ordinances prohibit more than 2000 watts per lighting circuit and only one connection for power and motor outlets.
7. All wiring, motors, electrical installations, etc. must be approved. To prevent overloading of circuits, exhibitors cannot add wattage except as ordered.
8. All electrical permits required by the Local Building and Safety Code will be obtained by the electrical contractor.
9. All flood light, column, and wall outlets are not a part of booth space.
10. Special hanging, hookups, repairs or installation of electrical will be done on a time and material basis.
11. Installation is subject to Local Union Contract and jurisdiction.
12. All equipment should be properly tagged and wired with full information as to current, voltage, Phase, cycle, horse power, etc. and ready for connection.
13. All outlets over 20 amps and with a voltage of over 150 volts require electrical labor. This includes a 1 hour minimum to inspect exhibitors that are pre-wired to plug into our system.
14. A separate outlet must be ordered at regular price for each piece of equipment to be connected.

ELECTRICAL CONTRACTOR'S RESPONSIBILITIES

As the Official Electrical Contractor, we will be responsible for:

- All under-carpet distribution of electrical wiring.
- All motor and equipment hookups requiring hard wire connections.
- Installation of electrical motors to be energized and electrical apparatus.

The above items require electrical labor, which may be ordered in the Electrical Labor section on the reverse side.

ELECTRICAL CODE

Electrical requirements for an exhibit at all convention facilities are for the safety of all exhibitors and are based on national Electrical Codes and local ordinances.

Too frequently, fires have been traceable to faulty wiring, sometimes because of carelessness and sometimes because of lack of understanding of the risks involved.

In the interest of public safety, exhibits in the convention facilities may be inspected to determine if any violations exist. If they are found, qualified electricians are available to correct the problems. This work will be performed on a time and material basis.

If the exhibitor does not wish to have the fault corrected, electrical service to the offending booth will not be connected.

If an exhibitor is not informed or does not understand basic safety standards for electrical wiring, an electrician should be consulted before shipment is made to convention facilities.

Serious risks are involved which can be eliminated by understanding basic requirements of safe wiring inside your booth. For the safety of you and the public, remember these points:

- All wiring must have a 3-wire grounded cord with minimum of #14 gauge.
- Spot or flood lighting is a hazard when lamps are too close to fabrics or other material which can be affected by heat.
- The use of clip-on sign sockets, latex or lamp cord wire in displays, or the use of 2-wire clamp-on fixtures, is prohibited by order of fire prevention bureaus at trade shows and conventions.
- Zip cords or two-wire cords are ungrounded and could result in safety hazards. Their use is strictly prohibited.



E-3

&%8 Ung'6 YZcfY'A c j Y= b

DATE _____



ELECTRICAL SERVICES DEPARTMENT
7050 Lindell Road • Las Vegas, NV 89118
(407) 934-4229 • Fax: (866) 329-1437
csrOrlando@ges.com

FOR CLEANING SERVICE ONLY

J-1

SHOW NAME: _____
LOCATION: **Walt Disney World Dolphin**
SHOW DATES: _____
DISCOUNT DEADLINE: **8/8 Uhg 6 YZfY Acj Y-b**

Company Name: _____
Booth Number: _____

100 % payment must accompany each order and be received Tuesday, December 11, 2012 to qualify for advance discount price.
No orders can be processed without payment.
Cancellation fee after installation is 100% of original cost.

PORTER SERVICE LABOR:

STRAIGHT TIME: 8:00 AM - 3:30 PM

MONDAY - FRIDAY

Discount \$ 75.00 /HR

Regular \$ 91.25 /HR

Show-Site \$ 110.00 /HR

OVERTIME: BEFORE 8:00 AM,

AFTER 3:30PM AND SATURDAY, SUNDAY & HOLIDAYS

Discount \$ 150.00 /HR

Regular \$ 183.00 /HR

Show-Site \$ 219.00 /HR

Use for booth wipe down, ice remove, etc. Hourly rates are listed above. **FOUR HOUR MINIMUM PER WORKER PER DAY. LABOR THEREAFTER IS IN 1/2 HOUR INCREMENTS.**

POLICY STATEMENT: 100 % payment must accompany each order. All orders without 100% payment and orders received at the Service desk will be charged floor price which the customer agrees to pay in full upon receipt of equipment or service unless credit has been previously established with us. All orders placed on behalf of customers by display builders or others must have a written authorization from the customer and the customer agrees to be responsible for such orders. **Customers who prepay 21 days before show move-in date qualify for the advance discount price.** All additional charges incurred will be added to the credit card listed below. If customer fails to pay in accordance with this policy, customer agrees to pay a 1.5% per month late charge fee, and all costs of collection including attorney's fees. No credit will be given for outlets installed or services provided and not used. Requests for refunds must be submitted in writing to the above GES address. Customer agrees that GES shall not be liable for, and shall hold GES harmless from any damages caused by negligence of non-GES employees and/or from events outside of GES control such as strikes, accidents, fires, acts of God, delays, etc. Customer agrees to submit any claims for damages to GES Service Desk before show closing or customer waives any right to make a claim. **NON-USA EXHIBITORS** agree to pay only by international money order, credit card, traveler's checks, or cash.

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

CLEANING ORDER FORM

SQ FT	VACUUMING Includes emptying your wastebasket nightly.	Discount Price	Standard Price	TOTAL PRICE
	Per Day (per sq. ft. per day) # OF DAYS:	\$ 0.57	\$ 0.81	
	Before Show Open Only (per sq. ft.)	\$ 0.62	\$ 0.81	
			SUB TOTAL	

SQ FT	SHAMPOOING, MOPPING & WAXING			
	Shampoo Before Show Open Only, per sq.ft.	\$ 0.71	\$ 1.21	
	Mop & Wax Before Show Open Only, per sq.ft	\$ 0.99	\$ 1.63	
			SUB TOTAL	

NUMBER OF DAYS	PERIODIC PORTER SERVICE	GES will empty wastebaskets & wipe down counters at two hour intervals; show hours only. Vacuuming not included. Calculate by your booth size.		
	0-500 sq.ft., Per Day	\$ 124.00	\$ 186.39	
	501-1500 sq.ft., Per Day	\$ 160.04	\$ 240.25	
	1501-3000 sq.ft., Per Day	\$ 195.69	\$ 293.76	
	3001 sq.ft. & Up, Per Day	\$ 267.72	\$ 401.45	
			SUB TOTAL	

AUTHORIZATION FOR TIME & MATERIAL: PLEASE INITIAL _____
(Office Use Only) LABOR: _____
(Office Use Only) MATERIAL: _____
6.5% TAX: _____
GRAND TOTAL: _____

SPECIFY DATES VACUUMING PER DAY/PERIODIC PORTER SERVICE IS NEEDED

By signing and delivering this form, customer agrees to all terms, conditions, and limits of liability on both pages of this form.

Company Name: _____ Phone Number: _____
Address: _____ Fax Number: _____
City: _____ Authorized Signature: **X**
State: _____ Zip Code: _____ Print Authorized Signature: _____
Date of Order: _____ Check #: _____

Credit Card: ☐ VISA ☐ MasterCard ☐ American Express ☐ Corporate ☐ Personal

Credit Card #: Expiration Date: _____

Signature of Cardholder: **X** _____ Name Printed on Credit Card: _____



WALT DISNEY WORLD SWAN AND DOLPHIN



Exhibitor Catering Order Form

ATTENTION: _____
Catering Sales Manager

**Please fill out all forms and fax back to your
Catering Sales Manager at:
(Select Fax Number)**

(407) 934 - 4879 (Dolphin Wing) OR (407) 934 - 1716 (Swan Wing)

CONVENTION NAME & DATES:

CLIENT NAME:

TITLE:

COMPANY NAME:

COMPANY ADDRESS:

PHONE NUMBER:

FAX NUMBER:

EMAIL ADDRESS:

HOST OF FUNCTION/PHONE NUMBER:
(On site Contact)

Exhibit Booth #



WALT DISNEY WORLD SWAN AND DOLPHIN



In addition to our exhibitor catering menus, you can view our banquet catering menus at
www.swandolphinmeetings.com/cateringmenus

PLEASE LIST YOUR FOOD & BEVERAGE REQUIREMENTS HERE:

Include Service Date, Times and Estimated Number of Guests

Note: Please include additional pages if needed

CLIENT SIGNATURE: _____ **Date:** _____

****Credit Card Payments Please Review the following information:**

Credit Card security is very important to the Swan and Dolphin Resort. Accordingly, we have a secured website to transmit payment information, in a more protected manner. An email will be sent to the person specified below to submit the credit card information. This email will contain a step by step procedure that directs them through the process. **The email received will come from the address eCCAuthorization@starwoodhotels.com**



WALT DISNEY WORLD SWAN AND DOLPHIN



CONTACT INFORMATION OF THE PERSON TO SUBMIT CREDIT CARD INFORMATION:

Name:

Email Address:

Finalized statement/invoice will be sent within 10 days of the program's completion.

If you have any questions regarding billing, please contact our

Group Billing Inquiry Line at 407-934-4215.



Exhibitor Catering Menus and Ideas

~Light Snacks~

Whole Fresh Fruit
\$4 per piece

Granola Bars and Assorted Candy Bars
\$ 3.75 each

Individual Raw Vegetable Crudités with Cool Ranch Dressing
\$5.50 each

Assorted Mini Wrap Sandwiches to Include:
Turkey and Swiss, Roast Beef and Cheddar and Roasted Vegetable
\$52.00 per dozen

Assorted Dry Snacks to Include:
Potato Chips, Pretzels, Popcorn, Party Mix and Peanuts
\$3.75 each

Freshly Popped Popcorn
\$2.75 per 12 oz. bag
(Attendant Required at \$175.00)

~Couture Movie Popcorn Break ~
Freshly Popped Popcorn Tossed with Gourmet Ingredients'
Choice of Two
\$7.50 per 16 oz Box of Gourmet Popcorn

~Rio Bravo~
Chipolte Chili Powder, Corn Chips
Lime Wedge

~ All American~
Mini Bowtie Pretzels, Peanuts
M&M's Chocolate Candies

~ The King and I ~
Curry Powder with Dried Fruit
Yogurt Covered Raisins

~ Bed Time For Bonzo ~
Banana Chips with Toasted Coconut
Nestle's Chocolate Buncha Crunch

Above Pricing Exclusive of 24% Service Charge and 6.5% State Sales Tax

Antipasti Platters
(Each to Serve 25 Guests)
A Selection of Italian Meats and Cheeses with
Balsamic Marinated Vegetables and Selection of Olives
Served with Olive Loaf and French Breads
\$325.00

Refreshing Fruit Yogurt Smoothies
Choice of Two, Strawberry, Orange or Banana
Presented in Glass Pitchers, Attendant Fee of \$150.00
\$7.50 each

Fresh Fruit Parfaits
Plain or Flavored Yogurts with Blueberries, Strawberries, Raspberries, Diced Mango,
Diced Melon and Spiced Granola
\$6.25 each

Freshly Baked Donuts
Assorted Flavors
\$50.00 per dozen

Homemade Biscotti
Cherry Pecan, Chocolate Hazelnut, Almond
\$50.00 per dozen

~ Hot Breakfast Sandwiches ~
Egg and Cheese Croissants
Canadian Bacon, Egg and Cheese English Muffins
\$6.75 each

Coffee, Espresso and Beverages~

In- Booth Espresso Service
This in-booth espresso bar is designed to attract attendees to your booth
Service Includes Full Espresso Offerings
Professionally Trained Baristas, Espresso Machine, Cups and Condiments
Pricing Dependant on Time of Service and Size of Show,
Please contact your Catering Manager for Pricing Proposal

Freshly Brewed Starbucks Coffee/Tea Service
\$82.00 per gallon

Coffee and Tea Service with Added Condiments of Flavored Syrups, Cubed Sugars
Cinnamon Sticks, Chocolate Shavings and Whipped Cream
\$88.00 per gallon

Above Pricing Exclusive of 24% Service Charge and 6.5% State Sales Tax

Infused Spring Waters
An Environmentally Alternative to Bottled Waters
Your Choice of Orange, Raspberry, Lemon and Cucumber Mint
\$48.00 per gallon

Assorted Soft Drinks
\$5.00 each

Assorted Still and Carbonated Waters
\$5.00 each

Pomegranate Iced Tea
\$78.00 per gallon

Rosemary Laced Lemonade
\$78.00 per gallon

Green Tea Mojito Iced Tea
\$78.00 per gallon

Country Lemonade
\$72.00 per gallon

~Something Sweet and Delicious~

Warm Cookies
Freshly Baked Chocolate Chip Cookies Warm and Chewy
Attendant Required at \$150.00
\$58.00 per dozen

Sensational Cupcakes
Specialty Fillings and Icings
Miniature Cupcake Flavors, Pick Three
Smore, Peanut-Chocolate, Tiramisu, Red Velvet, Vanilla, Lemon Meringue, Chocolate
\$52.00 per dozen

Chocolate Covered Strawberries
\$58.00 per dozen

Miniature Desserts and French Pastries
\$58.00 per dozen

Assorted Chocolate Truffles
\$58.00 per dozen

Freshly Baked Assorted Cookies
\$58.00 per dozen

Butterfinger and Chocolate Brownies
\$58.00 per dozen

Brownie and Cheesecake Lollipops
\$58.00 per dozen

~ Specialty Beverage Stations and Service~

~ Interactive Mojito Bar~
Selection of Six Fresh Fruits, Sliced, Muddled and Hand Blended on Request
All Mojito's are Made with Premium Rums by Bacardi Select Flavors
Classic Mojito's, Citrus Mojito's and Seasonal Mojito's
\$10.00 each
Bartender Required at \$175.00 each

Above Pricing Exclusive of 24% Service Charge and 6.5% State Sales Tax

~ Rocket Man Beverage Service~
Mojito Punch, Florida Rum Punch and Lemon Vodka Lemonade
Or
Pink Lemonade, Rosemary Infused Lemonade, Pomegranate Iced Tea or
Jasmine Passion Gourmet Iced Tea

Served to Your Attendees with Our Rocket Man Personalized Service
Great for Your Organizations Marketing, Cost of Company Logo Signage at \$50.00 Each
\$175.00 per gallon of Alcohol Infused Beverage
\$110.00 per gallon of Non-Alcohol Infused Beverage



~ Champagne and Sparkling Wine Bar~
Served in Disposable Champagne Flutes
Attendant Required at \$175.00

Domaine, Chandon Brut
\$55.00/btl

Piper Sonoma, Sonoma
\$57.00/btl

Pop, Brut and Rose, 187ml with Pink Straw
\$22.00/btl

~ Spice it up with Sangria~
We Have Blended our Favorite Wines, Fruits and Juices to Offer Three Great Sangria's d
Attendant Required at \$175.00 each

White Sangria
White Wine, Peaches, Oranges, Peach Schnapps, Triple Sec and Apricot Brandy
\$10.00 each

Red Sangria
Red Wine, Oranges, Lemons, Apples, Cassis, Brandy with Raspberries
and Strawberries
\$10.00 each

Sangria De Cava
Sparkling Wine, Amaretto, Triple Sec, Apricot Brandy, Peach Schnapps
Apples, Lemons, Oranges and Peaches
\$10.00 each

Above Pricing Exclusive of 24% Service Charge and 6.5% State Sales Tax

~Craft Beer Station~

Taste These Exclusive Hand Crafter Beers From Around the Country
Choose One Station

~ Surfing Hops ~

West Coast Micro Beers

Lagunitas Ipa, Fire Rock Pale Ale, Rogue Beer, Sierra Nevada, Full Sail Lager
\$ 8.00 each

~ East Coast Suds ~

Brooklyn Beer, Sam Adams Seasonal Beer, Terrapin Rye Pale Ale
\$ 8.00 each

~ Sunshine Brews ~

Florida Craft Beers

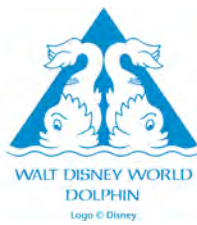
The Native Lager, Monk in the Trunk, Holy Mackerel, Orange Blossom Pilsner
\$ 8.00 each

~ Poolside Brewski ~

Presented in Cans

Oskar Blues, Bluemoon, Narraganset Lager
\$ 8.00 each

Above Pricing Exclusive of 24% Service Charge and 6.5% State Sales Tax



Walt Disney World Swan & Dolphin Resorts INTERNET Order Form

Services provided by our Partner, XpoNet

Attention: Britney Danneker, XpoNet Event Coordinator

Phone 407.934.5108 - Fax 407.934.4273 - dolphin@xponet.net

1500 Epcot Resorts Boulevard, Lake Buena Vista, FL 32830

Event Name and Date:		Company Name:			
Contact Name:		Phone:			
Email (required):					
Credit Card # (or Master Acct):		Exp Date:		CSC Code:	
Authorized Signature:			Billing Zip:		

Service Information - REQUIRED (additional spec space on page 2)				
Install Date		Install Time		AM or PM
Removal Date		Removal Time		AM or PM
Room Location(s):			Booth # (exhibitors):	

INCENTIVE PRICE APPLIES TO ORDERS RECEIVED WITH PAYMENT 21 DAYS PRIOR TO THE 1ST DAY OF EVENT

Internet and Networking Services

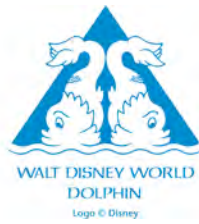
BASIC Wireless Internet Services (Shared Access, NO EXHIBIT FLOORS)	QTY	Incentive	Base	Total
Single Day Roaming (1 access code, 1 day)		\$99.00	\$120.00	
Event Roaming (1 access code, up to 5 days)		\$249.00	\$299.00	
Event Roaming Package A (10 access codes, up to 5 days)		\$1,295.00	\$1,495.00	
Event Roaming Package B (25 access codes, up to 5 days)		\$2,895.00	\$3,495.00	
Event Meeting Room (up to 20 users, 1 location, up to 5 days)		\$1,295.00	\$1,495.00	

ROAMING ALLOWS FOR ACCESS IN ANY MEETING ROOM WITHIN THE CONVENTION SPACE - DOES NOT INCLUDE GUEST ROOMS

BASIC Wired Internet Services (Shared Access - per device/IP)	QTY	Incentive	Base	Total
Single Day Wired Initial Connection (1 user, 1 day)		\$249.00	\$299.00	
Event Wired Initial Connection (1 user, up to 5 days)		\$850.00	\$995.00	
- Additional Wired Connection (per user)		\$175.00	\$200.00	

ADVANCED Dedicated Bandwidth Services (call for custom pricing)	QTY	Incentive	Base	Total
Dedicated 1 Mbps - Single Day (120 IP Addresses, DHCP)		\$1,750.00	\$2,100.00	
Dedicated 1 Mbps - Event-long (120 IP Addresses, DHCP)		\$4,995.00	\$5,995.00	
Wireless Access Point (does not include internet access, no exhibit floors)		\$395.00	\$495.00	
LAN room connection (does not include access to Internet)		\$200.00	\$295.00	
Private vLAN		\$500.00	\$695.00	

- **Single Day and Event Shared Services cannot be combined.** ALL Event services are valid for a maximum of 5 calendar days.
- **Prices effective through September 2012** and are subject to change without notice. Please call to verify rates.
- **After hours services** (before 7 a.m. and after 6 p.m.) will incur a **\$200.00** per services-hour charge. **POP-UP orders** will incur a **\$100.00** fee.
- Orders cancelled with less than forty-eight (48) hours notice will incur a 50% cancellation fee.
- ****SHARED ACCESS - each wired or wireless connection will receive a MAXIMUM speed of up to 1 Mbps, speed is NOT guaranteed**



Walt Disney World Swan & Dolphin Resorts INTERNET Order Form

Services provided by our Internet Partner, XpoNet

Attention: Britney Danneker, XpoNet Event Coordinator

Phone 407.934.5108 - Fax 407.934.4273 - dolphin@xponet.net

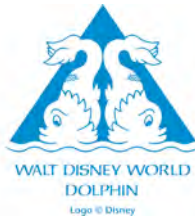
1500 Epcot Resorts Boulevard, Lake Buena Vista, FL 32830

TERMS AND CONDITIONS

PLEASE NOTE: WIRELESS ACCESS POINTS MAY NOT BE INSTALLED ON PROPERTY WITHOUT THE WRITTEN CONSENT OF XPONET AND THE WDW SWAN & DOLPHIN IT DEPARTMENT.

1. **Payment** and order must be received no later than 21 days prior to the first day of the show to obtain the **Incentive/Discount Rate**. **Base Rate** applies to all orders received with payment from (1) One to (20) Twenty days before the show has started.
2. **Use of Network Connection.** The network attachment to be provided by XpoNet may be used only by the directors, officers and employees of company, and its agents and consultants while performing services for company and cannot be resold or distributed to other companies. The services being provided by XpoNet will facilitate communications between the company's authorized users and the entities reachable through the national Internet. Users of XpoNet services shall use reasonable efforts to promote efficient use of the networks to minimize, and avoid if possible, unnecessary network traffic and interference with the work of other users of the interconnected networks. Users of XpoNet services shall not disrupt any of the XpoNet networks or other associated networks as a whole or any equipment or system forming part of their systems, or any services provided over, or in connection with, any of the XpoNet networks or other associated networks. XpoNet networks shall not be used to transmit any communication where the meaning of the message, or its transmission or distribution, would violate any applicable law or regulation or would likely be highly offensive to the recipient or recipients thereof.
3. **No Warranties; Limitation of Liabilities.** XPONET DOES NOT MAKE ANY EXPRESS OR IMPLIED WARRANTY OF ANY KIND. SPECIFICALLY, THERE IS NO EXPRESS OR IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE FOR THE SERVICES TO BE PROVIDED HEREUNDER. The protocols used on the XpoNet network (TCP/IP) call for end to end verification of the accuracy of any message and such verification is the sole responsibility of Company. Similarly, these protocols provide for end to end verification of the receipt of all of the data that is transmitted. XpoNet will not be responsible for any loss of data from delays, non-deliveries, incorrect deliveries, service interruptions, including those caused by the negligence, errors or omissions of XpoNet, or other losses or damages. Use of information obtained via the services provided hereunder is at Company's own risk. Company is solely responsible for (a) the accuracy and/or quality of information obtained or data transmitted through the XpoNet network and (b) assuring that each message Company sends or receives has been received. XpoNet does not guarantee the performance, routing, or throughput, either express or implied, of any data circuit(s) connectivity with regards to the Internet and/or Internet backbones beyond any facility we service.

SPECIAL INSTRUCTIONS:



Swan/Dolphin Telephone Order Form
 Attention: Communications Coordinator
 Phone 407.934.4105 - Fax 407.934.4562
 Email telephone@swandolphin.com
 1500 Epcot Resorts Boulevard, Lake Buena Vista, FL 32830

Event Name and Dates:		Company Name:	
Contact Name:	Phone:	Fax (required for invoicing):	
Email (required):			
Charge to Dolphin or Swan Rm #:	Credit card:	eCredit Card Authorization Invitation will be sent to email above, please complete prior to install request	(office use only) Z Folio #:
Authorized Signature:			

Service Information (required)				
Install Date:		Install Time:		AM/PM
Removal Date:		Removal Time:		AM/PM
Room Location:		Booth #:		

**INCENTIVE PRICE APPLIES TO ORDERS RECEIVED WITH PAYMENT
 21 DAYS PRIOR TO THE 1ST DAY OF EVENT**

Telephone Access:	<input type="checkbox"/>	Restricted (Local & Toll-Free Calls)	<input type="checkbox"/>	Unrestricted (Long Distance)	
Analog <i>(Telephone Access = Restricted unless specified above)</i>		Quantity	Incentive	Base	Total
House Phone (connectivity ONLY within the Swan & Dolphin)			\$150.00	\$200.00	
Telephone w/handset			\$200.00	\$250.00	
Fax or Credit Card line			\$200.00	\$250.00	
Desk style speakerphone (ideal for 1-4 users)			\$230.00	\$280.00	
Conference style phone/Polycom (ideal for 8-10 users)			\$350.00	\$425.00	
Analog line programming (line transfer, voice-mail or roll-up)			\$40.00	\$50.00	
Digital		Quantity	Incentive	Base	Total
Price includes transfer, conference and roll-up (Multi-line Phones)			\$350.00	\$400.00	
Special Services		Quantity	Incentive	Base	Total
T1 extend and terminate point-to-point data circuit (via local phone co)			\$3,000.00	\$3,500.00	
Satellite Truck / COW Fee, 3rd party vehicle parked on property			\$750.00	\$1,000.00	
Fiber strand point-to-point link			\$500.00	\$750.00	
ISDN LINES (includes 2 SPIDs per pair)			\$500.00	\$750.00	
After Hours or Dedicated Tech (orders before 7:00 am or after 6:00 pm)			\$125.00	\$150.00	

■ Prices effective through December 2012 and subject to change without notice.
 ■ All pricing is a one time/duration of show charge and does not include 6.5% sales tax or Long Distance charges



Lead Management Order Form

AAPD 66th Annual Session
May 24-26, 2013 • Orlando, FL



ORDER NOW

and maximize the
impact of your trade
show participation.

Order online: <https://exhibitorportal.experient-inc.com>

Access Code: PESFNH

Final deadline to order prior to show 5/15/13

Exhibiting Company: _____ Booth #: _____

Check if information is for: ☐ Exhibiting Company ☐ Third Party 3rd Party Company (if applicable): _____

Address: _____ Contact Name: _____

City: _____ Phone: _____ Fax: _____

State/Country: _____ Zip: _____ Email: _____

SELECT YOUR PREFERRED SYSTEM



SWAP - Capture leads on your smart phone anywhere:
in the booth, sessions, meetings, events, in the hallway, on
the bus - onsite or offsite! Native apps available for iPhone,
iPad, Android. Web mobile versions are available for all other
internet ready phones.

All leads captured are consolidated in your SWAP Portal.

\$199 - Single activation ONLY
\$450 - License and three activations

number
of units

TOTAL

\$ _____

\$ _____

Sub-Total
6.5% Sales Tax
System Total

\$ _____

\$ _____

\$ _____

**Order confirmation
will be delivered
via email.**

Note: All readers must be
picked up at the exhibitor
services desk unless delivery
arrangements are made and
paid for in advance of the
show.

Terms and Conditions:

- Orders cannot be processed unless received with payment. Purchase Orders are not accepted. Send check or credit card information with order form.
- All orders cancelled prior to 30 days of the show will incur a \$100 cancellation fee.
- Orders cancelled within 30 days of the show will not be refunded.
- Taxable items and rates vary among states and are subject to change.
Please call for exact quote.

PRODUCT DESCRIPTION



SWAP™ is the latest in lead retrieval. Smart phone owners can download an application directly to their phones enabling them to capture leads anywhere: in the booth, sessions, meetings, events, in the hallway, on the bus, etc. Notes can be taken with each lead. Now lead retrieval is no longer limited to the show floor or by show hours.

All leads captured are consolidated in your SWAP Portal.

**Preferred System
& Options Total**

\$ _____

Indicate payment method:

- ☐ **Check** (Must be mailed with order; made payable to Experient)
☐ **Visa** ☐ **MC** ☐ **AMEX** ☐ **DISCOVER**

Signature: _____

Card #: _____

Mail Orders to: *Experient* • 1888 North Market St. • Frederick, MD 21701

**Fax Credit Card
Orders to:**
301.694.3286

Exp: ____/____

**For Assistance Contact
Matt Dunn**

Call 888.889.4674

Email: matt.dunn@experient-inc.com
www.experient-inc.com

Showcode: APD131

Promo Code: ORD-KIT-NA

(Different from access code at top of page)