NACUFS 2019 Showcase
July 11 - 12, 2019
Colorado Convention Center, Denver, Colorado
07-02737-19

Booth Equipment
Each 10’ x 10’ booth will include:
One (1) Identification Sign
8’ Back Drape
3’ Side Rail Drape
Booth Drape: Gray & White
Aisle Carpet: Denim

Show Management
NACUFS | Melissa Aldrich
1515 Turf Lane, Ste. 100 | East Lansing, MI 48823
Phone: 517.332.2771 | Fax: 517.332.8144
email: maldrich@NACUFS.org

Shipping
Advance warehouse shipment receiving
for Non-Perishable & Displays only:
June 10 - 28, 2019 | 8:00 AM - 3:30 PM (to avoid penalties)
Monday - Friday ONLY. Deliveries not accepted on weekends or Holidays.
(Note: Our Warehouse will be closed Thursday, July 4th).

Refrigerated/Freezer Storage Receiving
DELIVERIES ACCEPTED AT SHOW SITE ONLY
July 09, 2019, 1:00 - 5:00 PM | July 10, 2019, 8:00 AM - 5:00 PM
July 11, 2019, 8:00 AM - 5:00 PM | July 12, 2019, 8:00 AM - 10:30 AM

Advance Warehouse Shipments
Must Arrive Between: (to avoid penalties)
Monday, June 10 - Friday, June 28, 2019

Show Site Shipments
Cannot Arrive Before:
Friday, July 12, 2019 - Beginning at 1:00 PM.

About this Exhibitor Kit
As the Official Service Contractor for this exposition, we are enclosing various equipment rental and service order forms for your information and use. In addition to the Fern forms, you may find forms enclosed for services performed by the facility or other suppliers. Please give special attention to see that forms and payments are directed to the address indicated on each order form. Some services may not be provided by Fern.

We realize that exhibiting in a convention can be complicated. If you need assistance or additional information that is not addressed in this Exhibitor Service Manual (ESM), please contact our Exhibitor Services Department.
We look forward to serving you.

Ways to order:

ONLINE*
Login & Place Orders:
oe.fernexpo.com

FAX*
Send completed forms to:
Fax: 816.471.1602

MAIL
Send completed forms to:
Fern
751 Wyoming Street
Kansas City, MO 64101

*Credit Card Transactions Only
THE FOLLOWING GUIDELINES APPLY IN THE DENVER AREA

To assist you in planning for your participation in the forthcoming convention, we are certain you will appreciate knowing in advance that union labor will 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. Union personnel are supplied by the official decorating contractor: Fern Exposition.

SAFETY

Standing on chairs, tables or other rental furniture is prohibited. Rental furniture are not made to support standing weight. Fern Exposition & Event Services cannot be responsible for injuries or falls caused by the improper use of furniture. If assistance is required to assemble your exhibit, see a Customer Service Representative at the Fern Service Desk or the Display Labor Service order form included in this Exhibitor Service Manual.

INSTALLATION & DISMANTLE LABOR

Members of this union claim jurisdiction over all set-up and dismantling of exhibits, including assembly/dismantle of the hard goods portion of exhibits, laying of carpet and hanging of signs/banners. All hired labor, whether hired through Fern, the Official Service Contractor, or an Exhibitor-Appointed Contractor (EAC), must belong to this Union Local. Non-union temporary personnel will not be allowed to perform any type of work that is covered under the Union contract.

Three Options for I/D labor exist in Denver. Labor may be:

1) Hired through Fern

2) Hired through an Exhibitor-Appointed Contractor (EAC). Be sure to complete the EAC Form in this manual.

3) Performed by full-time, permanent employees of the exhibiting company provided no power tools are used. Spouses, children, friends and temporary help/labor are NOT permitted in I/D activities.

Exhibitors requiring the assistance of forklifts, cranes and/or other power/motorized I/D equipment or additional labor would order the same from Fern. Exhibitors may not borrow tools from the facility and or Fern. Fern will have qualified union members available to assist you in setting-up you exhibit and equipment. Full time employees of an exhibiting firm may install and dismantle their own respective company display, if such work can be completed in less than 60 minutes and without the use of mechanized tools.

MATERIAL HANDLING

Members of this union claim jurisdiction on the operation of all material handling equipment, all unloading and reloading and handling of empty containers. Exhibitors may unload/load booth materials from a personally owned vehicle (pov) provided they are, full-time, permanent employees of the exhibiting company. Exhibitors may hand carry from POVs without the use of dollies, hand trucks, or other mechanical equipment, and the work must be completed within 30 minutes.

Exhibitors who choose to hand carry in accordance with the above will not be permitted access to the loading dock area. Fern will not be responsible for materials they do not handle.

Fern shall be the sole authority on all matters in the dock area. This shall included but not limited to such items as dock assignments, or loading and unloading of all materials and equipment. Fern shall be responsible for:

1) Materials/product/equipment handling to and from the dock area and exhibit space.

2) Operating forklifts, crates and all other equipment for the unloading of all display materials, machinery, product and equipment. Exhibitors cannot borrow forklifts, dollies, hand trucks, carts from the Facility or Fern to uncrate, unskid, move, position, assemble, reskid and or recrate their equipment, product or displays.

Charges for material handling services are reflected on the Material Handling and Freight Service order form included in this Exhibitor Service Manual.

GRATUITIES

Fern Exposition requests that exhibitors do not offer gratuities to our employees, as they are paid an excellent wage denoting a professional status. Any request for tips should be brought to the attention of a representative at the Fern Service Desk.

INSURING YOUR PRODUCT

It is understood that Fern is not an insurer, and that insurance, if any, should be obtained by the exhibitor. Please refer to the Limits of Liabilities included in this Exhibitor Services Manual.
GENERAL OPERATING POLICIES AND PROCEDURES

“Answers to Most Frequently Asked Questions”

GENERAL BUILDING POLICIES:

1) Decorations, signs, banners, and similar materials may not be taped, nailed, stapled or otherwise fastened to ceilings, doors, walls, glass, columns, painted surfaces, fabric or decorative walls.

2) Helium balloons may not be sold or distributed inside the facility. Helium balloons may be approved through your Event Manager for permanent attachment to authorized displays. A deposit may be required prior to installation.
   a) If helium balloons from an authorized display are released within the facility, labor costs to remove balloons from ceilings or ventilation fans will be charged.
   b) Helium (or like) balloons distributed outside the CCC should not be brought into the facility.

3) No pressure-adhesive stickers or decals or similar promotional items may be distributed in the building. Labor costs to remove adhesive stickers, and decals will be charged.

4) Glitter or confetti is highly discouraged, and extraordinary housekeeping charges will be assessed if used.

5) Drones are permitted; however, there are mandatory requirements that must be fulfilled. A separate Addendum to the License Agreement is prepared by Sales outlining the requirements.

6) Animals and pets are not permitted in the CCC unless the animal or pet is part of an exhibit, activity, or legitimate performance requiring the use of animals. Service dogs are an exception to this rule.

7) The CCC permanent directional signs and/or graphics may not be obstructed in any manner.

8) The CCC escalators and public elevators are not to be blocked or used to transport freight or equipment. All equipment and freight should be transported utilizing the freight elevator.

9) The CCC management must approve all outdoor welcome, organization, shuttle bus signs, and banners in advance.

10) The telephone number to any CCC office may not be published as an informational number or as an official show number.

11) Show managers, general service contractors and other outside vendors are responsible for any damage done to the CCC’s property or equipment by their employees or exhibitors during their event, including move in and move out. Damage should be reported to the CCC Security Department immediately by calling (303) 228-8030.

12) The CCC does not provide furniture and equipment for exhibitors’ booths. All arrangement for furniture and equipment for exhibitors should be handled by a general service contractor.

13) Movement of all the portable walls in the CCC is to be done only by CCC personnel.

14) Contractually, house lighting, ventilation, heat or air conditioning will be provided as required during show hours. Energy conservation is of prime concern and minimal levels of lighting and ventilation will be maintained during move in and move out periods. AV set ups, rehearsals and similar activities may be assessed a utility charge for special light and comfort level requirements.

15) Any distribution of freight, pallets or other equipment requiring the need for material handling equipment on facility carpeting or tile will require the use of floor protection to be provided and installed by the general services contractor. Locations where pallets or crates are dropped or high-lifts operated will require a bed of decorator carpet or plywood on top of the floor protection to further protect facility carpet and/or tile.

16) All utilities are property of CCC and it is prohibited to access, tamper, or otherwise utilize said utilities without proper arrangements. Costs for repairs, damages, etc. resulting from unauthorized use of utilities are show management’s and/or an exhibitor’s responsibility.

17) Unless prior approval is granted, no one under the age of sixteen (16) is allowed on the exhibit floor/loading dock during move in and move out.

18) Restrooms, concession stands, and/or CCC pantries may not be used as clean-up areas.
PUBLIC AREAS:

1) The CCC is a multi-purpose facility, and often there will be more than one event at one time in the building. Therefore, the following areas are considered public areas and are under the exclusive control of the CCC management:
   a) All lobbies and concourses
   b) All exhibit hall upper lobbies areas
   c) All ballroom lobbies/prefunction areas
   d) Street level lobbies/corridor areas
   e) All permanent food facilities

2) Activities (registration, exhibits, receptions, decorations, signs, banners, and portable ticket offices) planned in these areas must be approved by the CCC, so other tenants using the facility can be taken into consideration.

SMOKING POLICY:

1) By Executive Order of the Mayor of the City and County of Denver, smoking in all City owned facilities is prohibited. The Colorado Convention Center provides a smoke-free environment.

FOOD AND BEVERAGE:

1) Centerplate Catering (Centerplate) has exclusive catering, concession and liquor privileges at CCC. Centerplate has a full range of food and beverage capabilities ranging from concession stands to business lunches to elegant receptions and can design a program to fit your specific needs. It is not permissible to bring food and beverage into the CCC. Centerplate can be reached (303) 228-8050.

2) Food and beverage distributed by exhibitors are limited to products manufactured, processed or distributed by the exhibiting firm and are limited to sample size. Buy-out fees will apply. Please contract your Centerplate Catering Representative at (303) 228-8050 for more detailed information.

3) Concession stands and/or CCC pantries may not be used as clean-up areas.

SECURITY:

1) The CCC maintains twenty-four (24) hour security for building perimeter and internal patrols.

2) Show management is responsible for the security of all areas covered by their contract at their expense.

3) The CCC management has the right to require event security, which may include off-duty Denver Police officers, from the time of initial occupancy to completion of move out. Ask your Event Manager for a copy of CCC’s Security Protocol.

4) The CCC management maintains the right to set minimum event security staffing levels based on the type and size of event. All event schedules for security staffing will be submitted two weeks prior to your event to the CCC Security Manager for approval.

DELIVERY PROCEDURES:

1) The CCC does not accept advance freight shipments for exhibitors or show management. Freight must be consigned to the general service contractor or show manager during the event period. If the show does not have a general service contractor, show management will need to be on site to accept any deliveries.

2) Mail received on site should be addressed to the appropriate show or event. Mail will be held in the CCC offices until the first day of move in, at which time it will be delivered to show management.
PARKING:

1) The CCC has a 1,000-space parking garage. Affordable competitive rates are available. You may also refer to www.denverconvention.com for current rates and a downtown parking map.
2) Cars and/or trucks parked in marked fire lanes or in posted “no parking” areas will be ticketed and towed.

EXHIBIT HALL FLOOR PLANS:

1) If you are using any part of the facility for exhibits, you must submit to CCC six copies of your floor plan to your Event Manager six months prior to move in for the Fire Prevention Bureau and the CCC approval.
2) Floor plans should conform to the following:
   a) Name of show, show dates, building location and general service contractor should be printed on the plans.
   b) Floor plans must be drawn to 1/16”=1’ scale.
   c) Exits and fire fighting equipment may not be blocked and should be indicated on floor plans.
   d) All aisle widths must be 10 feet and clearly marked.
   e) Contiguous booth space, in any dimension, of more than 100 feet is prohibited.
   f) All areas to be used as food function areas should be clearly marked on the floor plan.
   g) Clear access must be maintained to all permanent food facilities.
   h) Clear access must be maintained to all restrooms and exits.
   i) Floor plans need to include floor port locations.

RIGGING/SUSPENSION OF LOADS:

The CCC management must approve all rigging/suspension of loads from any part of the facility structure.

1) If you are using any part of the facility structure for rigging or the suspension of loads, you must submit to CCC two copies of your rigging plot to your Event Manager six months prior to move in for the CCC approval.
2) The rigging plot should conform to the following:
   a) Name of show, show dates, building location; the name of the contractor responsible for rigging, with contact information; and if applicable, the names of the audio, lighting and scenery contractors, with contact information should be printed on the plans.
   b) Rigging plots must be drawn in 1/16”=1’ scale.
   c) Rigging plots must indicate locations of points, loads for each point, and a legend that explains the use of each point: such as audio, lighting, scenery.
   d) Rigging plots must include facility column locations and roof steel locations.
3) Contact Dave Clow, Technical Services Lead (303 228 8126) for more specific information, requirements, and limitations regarding rigging/suspension of loads at the CCC.

EXHIBIT HALLS AND LABOR:

1) Events are required to provide loading dock security during move-in and move-out hours. Ask your Event Manager for specifics on security protocol.
2) The CCC has its own Exhibitor Services Department responsible for telephones, electrical, water, air, and gas.
3) The set up, teardown, rehearsal and running of a general session, theatrical performance, or stage performance in the CCC may require the use of union personnel, IATSE, Local No. 7.
4) All signs, banners, displays suspended from exhibit hall ceilings must be approved in advance and hung by CCC or general service contractor personnel.
5) Labor for the installation and dismantling of exhibits, theatrical, audio visual and commercial presentations as well as for all material handling falls under IATSE, Local No. 7, jurisdiction in our facility. This labor is arranged through your general contractor.
6) Tape removal from the exhibit hall floor is the sole responsibility of the show manager and/or their general service contractor.
7) Trash haul charges are assessed through CCC and included on final billing to show manager.
8) Marshalling facilities will be scheduled by the general service contractor.
9) The CCC Engineering Department will do all fills and draining for hot tubs, ponds, pools, etc.
BASIC FIRE CODE REGULATIONS:

1) Exits in all areas of the facility should not be blocked or covered for any reason.
2) Exterior and loading dock doors and fire doors may not be propped open.
3) All aisles should be kept clear, clean and free of obstructions.
4) Firefighting and emergency equipment should not be blocked or obstructed under any circumstances.
5) Materials used in the construction of displays must be fire resistant, such as draping, table coverings, banners, props, scenery, evergreen trees, bark, angel hair, shrubs. All exhibits and displays are subject to inspection by the Fire Prevention Bureau and/or CCC management for compliance.
6) Vehicles with gasoline engines that are to be displayed should have the following:
   a) Battery cables disconnected.
   b) Fuel level in gas tank is less than ¼ tank, and is not to exceed five gallons.
   c) Must have protective covering under motors, drive trains and tires on any carpeted area.
7) Use or storage of liquid petroleum (LP) gas by exhibitors is restricted.
8) Operation of any heater, barbecue, heat producing or open flame devices, candles, lanterns, torches, welding equipment, smoke emitting devices or materials in the CCC should have written authorization by the CCC management and the Fire Prevention Bureau. Permits may be required.
9) All empty crates and boxes should be stored in areas approved and assigned by the CCC management and the Fire Prevention Bureau.
10) All electrical equipment should be U.L. (Underwriters Laboratories) approved.
11) Show management, exhibitors and general service contractors should comply with all City fire codes that apply to places of public assembly.
12) All general service contractor equipment should be propane or battery powered. Propane storage and transport is subject to Denver Fire Department regulations.
13) Any covered exhibit space over 100 square feet requires a smoke detector and a 2A10BC fire extinguisher.
14) Multi-level exhibits have special requirements in order to obtain approval from the Fire Prevention Bureau. Contact Operations for clarification and specifics, (303) 228-8013.
15) Storage in meeting room and ballroom corridors is not permitted.

Circumstances and operations not covered in these rules and regulations will be subject to interpretation, stipulations and decisions deemed necessary and appropriate by CCC.

FOR A MORE COMPREHENSIVE LIST OF POLICIES AND PROCEDURES, REFER TO THE CCC EVENT PLANNER’S RESOURCE BROCHURE.

Questions should be directed to:

Event Management Department
700 14th Street
Denver, Colorado 80202
(303) 228-8000
(303) 228-8104 FAX

Revised: 8/11/15·dcw
NACUFS 2019 Showcase
July 11 - 12, 2019
Colorado Convention Center, Denver, Colorado
07-02737-19

Official Contractor
Fern
751 Wyoming Street | Kansas City, MO 64101
Phone: 816.221.0525
Fax: 816.471.1602
Email: jknudtson@fernexpo.com
Contact: James Knudtson

Lead Retrieval
Conexsys International
100 Cummings Center, Ste. 320-H | Beverly, MA 01915
Phone: 978.338.4194
Fax: 877.247.0864
Email: james@conexsys.com
Website: www.conexsysleads.com

Electrical | Air | Plumbing | Phone
Colorado Convention Center
700 14th Street | Denver, CO 80202
Phone: 303.228.8027
Fax: 401.228.8101
Email: eorders@denverconvention.com
Website: www.denverconvention.com/exhibit-at-an-event

Exhibit Transportation
Fern Transportation
751 Wyoming Street | Kansas City, MO 64101
Phone: 888.446.6911
Fax: 816.471.1602
Email: cspare@fernexpo.com
Contact: Cale Spare

Audio Visual
Image Audio Visuals
700 14th Street | Denver, CO 80202
Phone: 303.228.8047
Fax: 303.758.5722
Email: iavcc@imageav.com
Website: www.imageav.com

Food Sampling | Catering
Centerplate | Colorado Convention Center
700 14th Street | Denver, CO 80202
Phone: 303.228.8050
Fax: 303.228.8212
Email: taiya.andrews@centerplate.com
Contact: Taiya Andrews, Catering Sales Manager

Internet
SmartCity
Phone: 888.446.6911
Email: csr@smartcity.com
Website: https://orders.smartcitynetworks.com
NACUFS 2019 Showcase
July 11 - 12, 2019
Colorado Convention Center, Denver, Colorado
07-02737-19

EXHIBITOR CHECKLIST
Use this checklist as a reminder for your pre-show ordering. Please refer to the appropriate sections for more informations to locate the order forms for the following deadlines.

<table>
<thead>
<tr>
<th>DEADLINE</th>
<th>ORDER FORM</th>
<th>ONLINE SECTION</th>
<th>DATE ORDERED</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><strong>GENERAL REQUEST FORMS</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>June 7, 2019</td>
<td>Name Badge Request Form</td>
<td>Show Information</td>
<td></td>
</tr>
<tr>
<td>June 13, 2019</td>
<td>Hotel Registration</td>
<td>Show Information</td>
<td></td>
</tr>
<tr>
<td>June 7, 2019</td>
<td>Independent Display House (EAC)</td>
<td>EAC</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>SAMPLING / FOOD PREPARATION</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>June 11, 2019</td>
<td>Sampling Request Form</td>
<td>Sampling/Food Preparation</td>
<td></td>
</tr>
<tr>
<td>June 11, 2019</td>
<td>Centerplae Waiver of Liability (for sampling)</td>
<td>Sampling/Food Preparation</td>
<td></td>
</tr>
<tr>
<td>June 11, 2019</td>
<td>Sampling Supplies/Services</td>
<td>Sampling/Food Preparation</td>
<td></td>
</tr>
<tr>
<td>June 21, 2019</td>
<td>Sanitation/Fire Extinguisher Purchase</td>
<td>Sampling/Food Preparation</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>FERN EXPOSITION ORDER FORMS</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>June 21, 2019</td>
<td>Furniture/Accessories Rental</td>
<td>Booth Furnishings</td>
<td></td>
</tr>
<tr>
<td>June 21, 2019</td>
<td>Premium Furniture Rental</td>
<td>Premium Furnishings</td>
<td></td>
</tr>
<tr>
<td>June 21, 2019</td>
<td>Carpet/Vinyl Flooring Rental</td>
<td>Flooring</td>
<td></td>
</tr>
<tr>
<td>June 21, 2019</td>
<td>Sign &amp; Artwork</td>
<td>Graphics</td>
<td></td>
</tr>
<tr>
<td>June 21, 2019</td>
<td>Display Rental/Purchase</td>
<td>Displays</td>
<td></td>
</tr>
<tr>
<td>June 21, 2019</td>
<td>Cleaning</td>
<td>Cleaning</td>
<td></td>
</tr>
<tr>
<td>June 21, 2019</td>
<td>Display Labor/Forklift/Sign Hanging</td>
<td>Labor</td>
<td></td>
</tr>
<tr>
<td>June 21, 2019</td>
<td>Floral/Plants</td>
<td>Floral</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>SHIPMENT RECEIVING DATES</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>June 10-28, 2019</td>
<td>Advance Warehouse Receiving</td>
<td>Shipping Information</td>
<td></td>
</tr>
<tr>
<td>July 9-12, 2019</td>
<td>Show Site Receiving</td>
<td>Shipping Information</td>
<td></td>
</tr>
<tr>
<td>July 9-12, 2019</td>
<td>Cold Storage Receiving</td>
<td>Shipping Information</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>OTHER SERVICES ORDER FORMS</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>June 23, 2019</td>
<td>Electrical/Plumbing/Phone</td>
<td>Utilities</td>
<td></td>
</tr>
<tr>
<td>June 23, 2019</td>
<td>Internet Services</td>
<td>Utilities</td>
<td></td>
</tr>
<tr>
<td>June 23, 2019</td>
<td>Audio Visual</td>
<td>Audio Visual</td>
<td></td>
</tr>
<tr>
<td>June 26, 2019</td>
<td>Lead Retrieval</td>
<td>Lead Retrieval</td>
<td></td>
</tr>
</tbody>
</table>
What comes standard with my booth?
Your booth space includes: 8’ high backwall drape, 3’ high side rail drape and a 7” x 44” identification Sign. Anything additional, such as carpeting, booth vacuuming, tables, chairs, audio visual, electrical, etc. may be ordered using the forms contained in this manual.

How do I ship my display or dry materials?
You may ship dry materials to the advance receiving warehouse to ensure your shipment has arrived before the show. Advance shipments must arrive by 3:30 pm on June 28, 2019 to avoid a 25% surcharge. Refer to the shipping forms for the date your shipment should arrive should you select to ship straight to show site. All shipping forms can be found under the “Shipping” menu.

How do I ship my cold storage materials?
We will begin receiving cold storage on Tuesday, July 9, 2019 after 1:00 pm. You must ship your cold storage items directly to the Fern at the Colorado Convention Center. See the Refrigerated/Frozen Shipment Receiving and Storage Order form. This form can be found under the “Shipping” menu. Please refer to the cold storage labels included in this manual.

How do I register my booth personnel for name badges?
You can find the Name Badge Request Form in this manual under the “General Information” menu. Please note that you must complete and fax the form directly to NACUFS no later than June 7, 2019. Once registered, exhibitors will pick up show badges on-site at the Show Badge Pickup booth at the Colorado Convention Center.

When does my company move in?
Under the “General Information” menu you will find detailed information on move in and move out schedules. The first day for exhibitor move in will be Wednesday, July 10, 2019 at 8:00 am.

When does my company move out?
Move out for the show this year begins on Friday, July 12, 2019 at 1:50 pm and will end at 8:00 pm.

Are there height restrictions for my display?
Under the “General Information” menu you will find the Booth Regulations form. This will give you detailed information for specific booth types, from in-line booths to island booths.

What if I have more questions?
For specific questions please contact James Knudtson | Phone 816.701.1025 | email: jknudtson@fernexpo.com.
National Showcase Guidelines

The guidelines governing this Showcase, under the auspices of NACUFS, are part of each exhibitor’s Exhibit Space Contract. Please read them carefully. All exhibitor personnel and contractors are responsible to know and to comply with these guidelines.

Permissible Products

The NACUFS Showcase is for firms offering products, equipment, and services which are related to the foodservice industry. NACUFS reserves the right to decline any application and to refuse to install or cause to be removed or altered any products or services that are unrelated to NACUFS purposes.

Installation and Dismantling

Exhibits must be installed during the times specified by NACUFS and Fern on the show information page of the exhibit services kit. Any booths not completed in time for the official opening of the Showcase on Thursday, July 11, 2019 must be completed after the closing of the Showcase that evening. Fern will coordinate installations by prior arrangements with that company.

No exhibit may be dismantled prior to the official closing of Showcase on Friday, July 12, 2019. Exhibits must be dismantled during the times specified by NACUFS and Fern. Empty product containers are returned first upon show closing before display crates and other empties. Exhibitors who dismantle or remove their products early may lose the priority points earned by their participation, resulting in being assigned last at future NACUFS shows.

In order to expedite removal of materials from show site as required by NACUFS and the Convention Center, Fern will have the authority to change exhibitor’s designated carrier if that carrier does not pick up the shipment by the appropriate time. Where no disposition is made by exhibitor, the materials may be taken to a remote location to await shipping instructions, and/or consigned to a designated carrier of Fern’s choice. Exhibitor agrees to be responsible for charges relating to such rerouting and handling.

Responsibilities for Loss/Insurance

NACUFS will not be responsible for losses due to theft nor held responsible for causes or conditions beyond its control, such as war, panic, mobilization, strikes, fire, flood, earthquake, disease, weather, or other similar conditions that might prevent the Showcase from opening on time, continuing through its scheduled dates, or opening at all.

NACUFS carries public liability insurance for liabilities potentially arising from common areas of the exhibition area including entrance, aisles, and washrooms used in conjunction with the installation, dismantling, and operation of the Showcase.

Each exhibitor shall provide certification of own liability insurance regarding the individual exhibit area. Certification shall indicate “Comprehensive General Liability”. Such insurance should name NACUFS as an additional insured and should be set at a minimum of one million dollars ($1,000,000); this should be evidenced on the insurance certification. Each exhibitor must also provide itself with workers’ compensation insurance acceptable to the State of Colorado.

Exhibitors shall carry their own fire, pilferage, vandalism, or other insurance coverage, if such coverage is desired. The Association management will take all reasonable precautions to deter losses and protect the interests of exhibitors, but under no circumstance will NACUFS be liable for losses, except under its public liability insurance provisions. Exhibitor has agreed to protect, save, and keep NACUFS and its agents and employees forever harmless from any damages, losses, or expenses of any nature caused by or arising out of any accident or other occurrence to any person or property, including the person and property of the exhibitor, its agents, employees and invitees, in connection with the exhibitor’s occupancy or use of any part of the exhibition premises, whether or not any such damage, loss, or expense is the result of the negligence or other fault of the Association. Exhibitor has also
agreed that it and those holding under the exhibitor shall strictly comply with the applicable terms and conditions of the agreement between the Association and the Convention Center Authority regarding use of the exhibition facilities.

Exhibitor has further agreed that it has waived, on behalf of itself and its insurance carriers, all rights of subrogation against the Association for any and all damages, losses, or expenses to any person or property. In the event the exhibitor’s policies of insurance do not authorize the exhibitor to unilaterally waive these rights of subrogation, exhibitor has covenanted and agreed that prior to delivery of its exhibits, it shall obtain the written consent of its insurance company to such a waiver of subrogation, or it shall name NACUFS as an additional insured under such policies. Exhibitor agrees that in the event exhibitor fails to obtain such a waiver of subrogation or to add the Association as an additional insured, it is contractually liable to the Association for all damages, losses, and expenses, including reasonable actual attorney’s fees incurred in enforcing this contract, defending any subrogation suit, and in payment of any judgement or reasonable settlement to the insurance carrier.

Demonstrations and Use of Models

All demonstrations or the use of living models or mascots connected with your participation must be conducted within the area of the exhibitor’s own space. Exhibitors will not be permitted to use strolling entertainment nor to distribute samples or souvenirs except from within their spaces. Exhibitors who use costumed models should be certain that their manner of appearance and dress are such as not to offend even the most critical. Any question of propriety should be cleared with NACUFS prior to the national conference. NACUFS reserves the right to request modification of any questionable exhibit.

Sound-making/Audiovisual Equipment

Use of sound-making and amplification devices is a privilege that can be withdrawn by NACUFS Show Management if presentation noise levels or content become objectionable. Speakers must be placed in such a way that sound is not directed into the aisles or at other exhibits. NACUFS reserves the right to determine at what point sound constitutes interference with others and must be discontinued.

If your firm is contemplating use of live musicians in your exhibit, you must obtain written permission from the NACUFS well in advance of show move-in. Extraordinary licensing costs from ASCAP and/or BMI may be apportioned among exhibitors whose presentations include live music.

Food and Beverage Sampling

Food and beverage sampling in conjunction with specified food distribution exhibits may be permitted by Centerplate Catering at the Colorado Convention Center. All sample sizes for non-alcoholic beverage and food either pre-packaged or single consumption items have been waived due to the nature of the NACUFS event. All samples are limited to products manufactured, processed or distributed by the exhibiting firm and must be directly related to the purpose of the show.

Cooking via use of microwave, warming oven/tray, electric skillet, Sterno, crock pot or small fryer (Fry Daddy) is permitted. Fire Marshal approval may be required for other methods of cooking. Exhibitors that will cook or warm food should have a portable fire extinguisher of class ABC rating.

Space Use Guidelines

All demonstrations and exhibits must be confined to the exhibit space assigned. Promotional efforts are not allowed to take place in the Showcase aisles, lounges, or other public space.

No selling of products or services is permitted at Showcase.

No exhibitor shall assign, sublet or share the whole or any part of the booth space allotted without the written approval of NACUFS. Sharing of a single space is allowable only when there is a direct ownership relationship between the companies (i.e. parent and subsidiary, sister companies, etc.). There is one listing on the exhibitor list and within the show program per exhibit space as indicated on the Exhibit Space Contract. Distributing companies may exhibit any of the brands that they represent within their contracted space but they may not offer sublet opportunities to other companies. Only the contracted firm will be listed on all applicable lists and exhibitor personnel badges will note the exhibiting firm of record.
Display Guidelines

Display Guidelines have been requested by exhibitors to promote fair competition and mutual courtesy among all Showcase participants. The Guidelines are a part of each exhibitor’s Exhibit Space Contract. Exhibitors are responsible to ensure that all of their staff, designers, and contractors read and comply with all restrictions. In fairness to all, Guidelines will be enforced.

Standard Booths
Standard Booths, shown at right, have only one side exposed to an aisle and are generally arranged in a series along a straight line. They are also called “in-line” booths.

Standard Booths are 10’ wide by 10’ deep. A maximum backwall height limitation of 8’ is specified.

Regardless of the number of Standard Booths utilized (e.g. 10’ x 20’, 10’ x 30’, 10’ x 40’, etc.), display materials should be arranged in such a manner so as not to obstruct sight lines of neighboring exhibitors. The maximum height of 8’ is allowed only in the rear half of the booth space, with a 4’ height restriction imposed on all materials in the remaining space forward to the aisle. (Note: When three or more Standard Booths are used in combination as a single exhibit space, the 4’ height limitation is applied only to that portion of exhibit space which is within 10’ of an adjoining booth.)

Corner Booths
A Corner Booth is a Standard Booth exposed to aisles on two sides. All other guidelines for Standard Booths apply.

End-cap Booths
An End-cap Booth is exposed to aisles on three sides and composed of two booths. End-cap Booths are generally 20’ wide by 10’ deep. The maximum backwall height limitation of 8’ is allowed only in the rear half of the booth space and within 5’ of the two aisles with a 4’ height restriction imposed on all materials in the remaining space forward to the aisle.
Island Booths
An Island Booth is four or more Standard Booths exposed to aisles on all four sides. It may or may not have a second story.

An Island Booth is typically 20' x 20' or larger, although it may be configured differently. A maximum height of 16', including signage, will be permitted. Sufficient see-through areas must be provided to prevent blocking views of adjacent exhibits.

Peninsula Booths
A Peninsula Booth is exposed to aisles on three sides and composed of a minimum of four booths. It may or may not have a second story as depicted here.

A Peninsula Booth is usually 20' x 20' or larger. When a Peninsula Booth backs up to two Standard Booths, the backwall is restricted to 4' high within 5' of each aisle, permitting adequate line of sight for the adjoining Standard Booths. A maximum height of 16', including signage, for center portion of the backwall will be permitted.
NAME BADGE REQUEST FORM

- Please complete and fax NO LATER THAN JUNE 7, 2019
- Please type or print legibly. The information on this form will be used to prepare exhibitor badges.

Company: ________________________________________ Space #(s) ____________

Due to security reasons, only exhibitors with name badges will be allowed access to the Showcase floor. This form is for exhibit personnel only. Limit 5 badges per 10x10’ space. Children under the age of 16 are not permitted in Showcase. Exhibit personnel that choose to participate in conference activities beyond staffing their exhibit space MUST register using a National Conference Registration Form. These can be obtained online at www.NACUFS.org or by contacting the association office at (517) 332-2494.

List company representatives working in the Showcase space:

<table>
<thead>
<tr>
<th>Full Name</th>
<th>First Name Preferred on Badge</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. ________________________________________</td>
<td>______________________</td>
</tr>
<tr>
<td>2. ________________________________________</td>
<td>______________________</td>
</tr>
<tr>
<td>3. ________________________________________</td>
<td>______________________</td>
</tr>
<tr>
<td>4. ________________________________________</td>
<td>______________________</td>
</tr>
<tr>
<td>5. ________________________________________</td>
<td>______________________</td>
</tr>
<tr>
<td>6. ________________________________________</td>
<td>______________________</td>
</tr>
<tr>
<td>7. ________________________________________</td>
<td>______________________</td>
</tr>
<tr>
<td>8. ________________________________________</td>
<td>______________________</td>
</tr>
<tr>
<td>9. ________________________________________</td>
<td>______________________</td>
</tr>
<tr>
<td>10. ______________________________________</td>
<td>______________________</td>
</tr>
</tbody>
</table>

Exhibitors may pick up show badges on-site at the Colorado Convention Center during the following hours:

- Wednesday, July 10 – 8:00 a.m. – 5:00 p.m.
- Thursday, July 11 – 8:00 a.m. – 5:00 p.m.
- Friday, July 12 – 8:00 a.m. – 12:00 p.m.

Please complete and return to NACUFS no later than June 7, 2019
Fax: (517) 332-8144 or email: natl_conference@NACUFS.org
1. Review Centerplate Sampling Overview and submit Sampling Form to Centerplate (required for those sampling) by June 11th. Forms may be submitted via email to taiya.andrews@centerplate.com or fax at 303.228.8212. If you have questions please contact Taiya Andrews at 303.598.3878.

2. Submit Waiver of Liability to Centerplate (required for those sampling) by June 11th. Forms may be submitted via email to taiya.andrews@centerplate.com or fax at 303.228.8212. If you have questions please contact Taiya Andrews at 303.228.8212.

3. Submit the Sampling Supplies and services order form to Centerplate by June 11th to avoid ordering surcharge. Include recipes and preparation requests when required. Forms may be submitted via email to taiya.andrews@centerplate.com or fax at 303.228.8212. If you have questions please contact Taiya Andrews at 303.228.8212.

4. Order sanitation package(s) from Fern Exposition by June 21st. Sanitation packages are recommended, not required, for all exhibitors distributing prepared or prepackaged food & beverages. Return to James Knudtson at jknudtson@fernexpo.com.

5. Order fire extinguisher(s) from Fern Expositions by June 21st. Fire extinguishers are recommended, not required, for those exhibitors using any fryers or cooking/warming devices. Return to James Knudtson at jknudtson@fernexpo.com.

6. Ship Cold/frozen product to show site to the attention of the exhibiting company c/o Fern Expo not to arrive earlier than 1:00 PM on Tuesday, July 9th. All perishable products sent to the advance warehouse or to show site prior to this date will be refused and returned to the original shipper. Please refer to the Shipping/Material Handling section of the Exhibitor Service Manual for shipping labels and costs associated with this service.

7. Ship dry product to the warehouse to arrive by June 28th by 3:30 PM to avoid late penalties. Dry product may also arrive on show site beginning at 1:00 PM on July 9th. Please refer to the Shipping/Material Handling section of the Exhibitor Service Manual for shipping labels and costs associated with this service.
Food Sampling

Centerplate has exclusive rights within the Colorado Convention Center (CCC) to provide, control and retain all food and beverages services throughout the facilities for events including concessions, catered food sales, the sale of alcohol, as well as non-alcoholic beverages, and to provide, control and retain any revenues therefore. The exclusive rights may be waived in the case of trade-exhibit show or convention that are of a food and/or beverage nature and are not open to the general public.

Therefore, it is our policy that any Trade Show Exhibitor who is providing any food or beverage item be required to notify Centerplate, in writing, as to the nature of the proposed product sample. Vendors may only sample food or dispense beverages that they normally produce in the ordinary course of their business in the contracted areas only.

In order to avoid any misunderstanding, exact descriptions of sample and portion size must be submitted to the Centerplate Catering Sales Office, a minimum of four (4) weeks prior to the function. Completions of the liability wavier and completed Sampling Form that releases Centerplate and the CCC from any liability related to the food and/or beverage must be provided by the customer, prior to arrival at the center. Accordingly, the exhibiting company agrees to indemnify and forever hold harmless Centerplate and the CCC from all liabilities, damages, losses, costs or expenses resulting directly or indirectly from their use, serving or other disposition of such items. Items are to be used as samples only; no cash sales are permitted within the CCC.

Again, following the sampling guidelines that have been listed below (see sampling form below), exhibitors are allowed to bring in samples of products related to their primary business and distribute them for sampling (excluding alcoholic beverages) Centerplate and the CCC do not assume any liability that may result from such consumption of these food and beverage products.

All items being sampled must follow the samplings sizes: Non-Alcoholic Beverage: 6 oz. Food: 6 oz or Pre-Packaged Single Consumption Items – Normal size restrictions waived due to food and beverage nature of NACUFS.

Colorado law prohibits anyone other than the alcohol license holder to distribute, give away or bring into the licensed establishment (CCC) any alcoholic beverages. All alcoholic beverages must be purchased from the alcoholic beverage license holder.

Show Management is responsible for regulating sample F&B guidelines to their exhibitors.

Centerplate Contact:
Taiya Andrews
Phone: 303.228.8050
Fax: 303.228.8212
email: taiya.andrews@centerplate.com

Cooking Demonstrations/Fire Safety Regulations

Exhibitors are permitted to cook/heat samples via use of Microwave, Warming Oven/Tray, Electric Skillet, Crock Pot or Small Fryer (Fry Daddy). NACUFS has obtained a blanket open flame permit for use of Sterno by exhibitors. Propane use is not permitted.

It is recommended but not required that each booth cooking or using a warming device have a portable fire extinguisher of class 10 BC.

It is recommended but not required that exhibitors providing samples have a hand washing station in their booth space.

Fire Extinguishers & Sanitation Packages may be ordered on the enclosed sanitation/extinguisher order form.
Centerplate has exclusive rights within the Colorado Convention Center (CCC) to provide, control and retain all food and beverages services throughout the facilities for events including concessions, catered food sales, the sale of alcohol, as well as non-alcoholic beverages, and to provide, control and retain any revenues therefore. The exclusive rights may be waived in the case of trade-exhibit show or convention that are of a food and/or beverage nature and are not open to the general public.

Therefore, it is our policy that any Trade Show Exhibitor who is providing any food or beverage item be required to notify Centerplate, in writing, as to the nature of the proposed product sample. Vendors may only sample food or dispense beverages that they normally produce in the ordinary course of their business in the contracted areas only.

In order to avoid any misunderstanding, exact descriptions of sample and portion size must be submitted to the Centerplate Catering Sales Office, a minimum of four (4) weeks prior to the function. Completion of the liability waiver and completed Sampling Form that releases Centerplate and the CCC from any liability related to the food and/or beverage must be provided by the customer, prior to arrival at the center. Accordingly, the exhibiting company agrees to indemnify and forever hold harmless Centerplate and the CCC from all liabilities, damages, losses, costs or expenses resulting directly or indirectly from their use, serving or other disposition of such items. Items are to be used as samples only; no cash sales are permitted within the CCC.

Again, following the sampling guidelines that have been listed below (see sampling form below), exhibitors are allowed to bring in samples of products related to their primary business and distribute them for sampling (excluding alcoholic beverages) Centerplate and the CCC do not assume any liability that may result from such consumption of these food and beverage products.

All items being sampled must follow the samplings sizes: Non-Alcoholic Beverage: 6 oz. Food: 6 oz or Pre-Packaged Single Consumption Items – Normal size restrictions waived due to food and beverage nature of NACUFS

Colorado law prohibits anyone other than the alcohol license holder to distribute, give away or bring into the licensed establishment (CCC) any alcoholic beverages. All alcoholic beverages must be purchased from the alcoholic beverage license holder.

Show Management is responsible for regulating sample F&B guidelines to their exhibitors.

**SHIPPING & STORAGE**

- All Products should be shipped directly to Fern Expo regardless of whether or not you are using Centerplate to prepare food, samples or recipes. Products shipped directly to Centerplate will not be accepted. Storage will be handled by Fern Expo. Refer to the “Refrigerated/frozen product shipments” section of the Fern Expo exhibitor packet.
- Any exhibitor using Centerplate is responsible for making sure their product is onsite, clearly marked and is stored with Fern Expo. Centerplate will provide a list to Fern Expo of product and quantity needed the day prior as detailed to Centerplate by exhibitor. If product cannot be located Centerplate will assume no responsibility of missing product.
- For most recipes/food prep Centerplate may ask a representative to meet with the kitchen staff to ensure recipe will be made to exhibitor expectations.
- Centerplate will not assume responsibility for any product or items left in storage after the event date.
FEES
- Staffing Needs (no outside staffing agency may provide staffing)
  - Banquet Staff: Minimum fee of $25.00 per hour with a 4-hour minimum ($100 minimum) for each server/attendant
- Orders made within seventy-two (72) business hours of the event or on-site orders are subject to a 10% Surcharge
- A delivery fee of $25.00 is applicable for all deliveries and orders under the $300 minimum of catered services per 4-hour period
- A minimum kitchen labor fee of $25 per hour with a 4-hour minimum ($100 minimum) is applicable for every food prep
- All orders and equipment rentals are subject to 22% Service Charge and 4% Colorado sales tax and 4% City of Denver Tax (unless otherwise noted)

PAYMENT POLICY
Any unique or specialty orders can be accommodated, provided all arrangements and contracts are finalized four (4) weeks prior to the event date. All advance food and beverage orders must be accompanied by full payment either by credit card or company check. PAYMENT MUST BE MADE IN FULL TO GUARANTEE SERVICES.

CANCELLATION
Cancellations made within seventy-two (72) business hours of the event will be assessed a charge of up to one hundred (100%) of the total order value, including fees and taxes. Cancellation of alcoholic beverages is subject to the distributors return policy.

DON’T FORGET
If you are sampling in your booth or on the show floor, you are responsible for providing:
- Electricity. If electricity is needed for any of the equipment, refer to the Electrical Order Form in the Exhibitor Service Manual.
- All equipment, including tables, heating equipment, serving utensils, cups, napkins, etc.
- Please call for rental equipment or to purchase supplies (see attached sheet below)
- It will take Centerplate approximately 60 minutes to refresh additional onsite services
- The Exhibitor must provide own table(s) for all services. Please contact your show decorator.

CONTACT
We look forward to assisting you. Please contact your Centerplate Catering manager at 303-228-8055 or email at taiya.andrews@centerplate.com with any questions or concerns you may have.

SUBMITTING SAMPLING FORM, LIABILITY WAIVER & ORDERING DEADLINE IS JUNE 11TH

Thank you for selecting Centerplate Catering. It is our pleasure to serve you!
SAMPLING FORM
FOOD/NON-ALCOHOLIC BEVERAGES

AUTHORIZATION REQUEST SAMPLE FOOD AND/OR BEVERAGE DISTRIBUTION
Centerplate has exclusive food and beverage distribution rights within the Colorado Convention Center (CCC). Exposition, sponsoring organizations and/or their exhibitions may distribute food and/or beverage products only upon written authorizations, by Centerplate, four (4) weeks prior to the function.

GUIDELINES:
A. Items dispensed are limited to products manufactured, processed or distributed by exhibiting firm and must be directly related to the purpose of the show.
B. SAMPLING SIZES:
   1. Non-Alcoholic Beverage limited to maximum of 6 oz.
   2. Food Items limited to 6 oz or Pre-Packaged Single Consumption Size
   Normal size restrictions waived due to food and beverage nature of NACUFS
B. The firm named below acknowledges they have sole responsibility for use, sale and servicing by or other disposition of such times, in compliance with all applicable laws. Accordingly, the firm agrees to identify and forever hold harmless Food/Beverage Servicing by Centerplate and the CCC from all liabilities, damages, losses, costs or expenses resulting directly or to be used as samples only. No cash sales are permitted by any exhibitors or conference.
C. Standard fees for storage, handling, delivery, etc. will be charged where applicable.
D. Food and/or beverage items, not manufactured by exhibitor, being used as traffic promoter (i.e, coffee, popcorn, sodas, ice cream, candy etc.) MUST BE PURCHASED FROM CENTERPLATE AT THE CCC
E. Exhibitor must adhere to all City of Denver Health Department regulations
F. Labor/Delivery Fees determined by Centerplate are applicable to all sampling distribution, selling and giving away of all items at the CCC.

Name of the Event/Show: __________________________________________
Date of Event/Show: __________________________________________
Exhibiting Company Name: _______________________________________
Address: _______________________________________________________
City: __________________________ State: __________________________ Zip: __________________________

E-mail Address: _________________________________________________
Contact Phone: _________________________________________________
Name of Booth: _________________________________________________ Booth No: __________________________
On-Site Phone: _________________________________________________
On-site Contact Information: _______________________________________

Colorado Convention Center ● 700 14th St. Denver, CO. 80202 ● 303-228-8050 (phone) ● 303-228-8212 (fax)
Rev 2.21.19
Please describe the core business and/or product lines or service typically sold by your company:

Do you and/or your company directly produce or make this product/s:

_____________________________________________________________________________
_____________________________________________________________________________
_____________________________________________________________________________

Product(s) you wish to dispense (including descriptor):

_____________________________________________________________________________
_____________________________________________________________________________
_____________________________________________________________________________
_____________________________________________________________________________

Do you and/or your company directly produce or make this product/s: YES NO

Portion Size: ___________________________ Distribution Method: _______________________

I have read the Centerplate Sampling Policies and agreed to follow accordingly as an Exhibitor/Conference manager for the contracted dates of show.

Signature
Signature Date

INTERNAL USE ONLY:
Approved By:
Date:
Approved (Circle): YES NO
Comments:

Please call Taiya Andrews at 303-598-3878 with any inquiries or questions.

Completed sampling forms and the liability waiver can be returned either fax to 303-228-8212 or email to taiya.andrews@centerplate.com BY JUNE 11th, 2019
WAIVER OF LIABILITY, ASSUMPTION OF RISK AND INDEMNITY AGREEMENT CHEF DEMONSTRATIONS and FOODS OTHERWISE TRANSPORTED, FURTHER PREPARED AND CONSUMED
Food preparation carries with it inherent risks that include but are not limited to health hazards resulting from improper transport, handling and storage.

WAIVER:
In consideration of being permitted to participate in any chef demonstration or related event at the Colorado Convention Center (an “Event”) where prepared food, cooked, perishable or otherwise are transported, further prepared, and consumed, I, for myself, my heirs, personal representatives or assigns, agents, employees and affiliates, do hereby release, waive, discharge, and covenant not to sue Centerplate, SMG, City & County of Denver, their affiliates, direct or indirect, officers, employees, and agents from liability from any and all claims resulting in personal injury, accidents or illnesses (including death), and property loss arising from, but not limited to, participation in any Event.

ASSUMPTION OF RISKS
Participation in any Event carries with it certain inherent risks that cannot be eliminated regardless of the care taken to avoid injuries. The specific risks vary and can include but are not limited to cooking food thoroughly; separating and not cross contaminating foods; chilling or refrigerating food appropriately; cleaning foodstuffs, instruments and hands used in and for food preparation; fire or gas hazards.

INDEMNIFICATION AND HOLD HARMLESS
I agree to INDEMNIFY AND HOLD HARMLESS Centerplate, SMG, City & County of Denver, their affiliates, direct or indirect, officers, employees, and agents (the “Indemnitees”) from any and all claims, actions, suits, procedures, costs, expenses, damages and liabilities, including attorney’s fees brought as a result of my involvement in Events, whether brought by me, my company or its agents or employees, or other third parties, and to reimburse the Indemnitees for any such expenses incurred.

ACKNOWLEDGEMENT OF UNDERSTANDING
I have read this Waiver of Liability, Assumption of Risk, and Indemnity Agreement, fully understand its terms, and understand that I am giving up substantial rights, including my right to sue. I acknowledge that I am signing the agreement freely and voluntarily, am over the age of 18, and intend by my signature to be a complete and unconditional release of all liability to the greatest extent allowed by law.

SIGNATURE: ____________________
NAME: ____________________
DATE: ____________________
COMPANY: ____________________

Completed sampling forms and the liability wavier can be returned either fax to 303-228-8212 or email to taiya.andrews@centerplate.com BY JUNE 11th, 2019
SAMPLING SUPPLIES Order Form
Our experienced Sales Department will gladly assist you with special requests.

Name of the Event: __________________________ Date of Event: __________________________

Company Name: ____________________________________________ Booth No: ________________

Address City: __________________________ State: __________________________ Zip: __________________________

Phone Number: __________________________ E-mail Address: __________________________

ONSITE Contact Name: ______________________ ONSITE Contact Number: ______________________

**Order:** Minimum labor charges associated with booth delivery or catering services apply.
++ All items subject to a 22% service charge and 8% tax.

| Order Item                                | Quantity | Charge | Delivery Date | Delivery Times*:
drop-off, beginning & end |
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>20 lbs Ice, 1 Bag</td>
<td></td>
<td>$20</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Vinyl Disposable Gloves, Box</td>
<td></td>
<td>$32</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4 oz Soufflé Cups (case of 500)</td>
<td></td>
<td>$386</td>
<td></td>
<td></td>
</tr>
<tr>
<td>9 oz Plastic Cold Cup (100 per Sleeve)</td>
<td></td>
<td>$39</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Biodegradable Spoons (50 per pack)</td>
<td></td>
<td>$20</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Biodegradable Forks (50 per pack)</td>
<td></td>
<td>$20</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Plain White Cocktail Napkins (case of 3000)</td>
<td></td>
<td>$201</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6” Biodegradable Plates (125 per sleeve)</td>
<td></td>
<td>$51</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bamboo Picks (100 count box)</td>
<td></td>
<td>$16</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Disposable Serving Utensil</td>
<td></td>
<td>Please ask CSM</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sternos (each)</td>
<td></td>
<td>$5</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Butane</td>
<td></td>
<td>$8</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Miscellaneous:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Please complete the attached order form below and either fax to 303-228-8212 or email to taiya.andrews@centerplate.com

Someone will reach out to you with a contract and credit card authorization to sign and return; completing your order

**BOOTH ORDERS MUST BE RECEIVED FOUR WEEKS PRIOR TO EVENT DATE (June 11th, 2019)**
SANITATION ORDER

If you will be HANDLING or DISTRIBUTING food samples in your booth space, it is recommended, not required, that you have sanitary hand washing facilities within your booth space inclusive of a container of water with spigot for washing, pump type soap, paper towels and waste pail to catch wash water.

Please note you are for all samples served on the show floor.

Sanitation Package(s), Qty (2401)

WATER

PAPER TOWELS

SOAP

TURN VALVE

DISCARD BUCKET

sale $ 75.00 $_________
DISCOUNT PRICES
To qualify for discount pricing, orders must be received with payment in full on or before June 25, 2018. Late orders and orders received without payment will be invoiced at standard prices and must be paid prior to the last day of the show.

WAYS TO ORDER

BY MAIL
Fern Exposition Company
751 Wyoming Street Kansas City, MO 64101

BY FAX
(816) 471-1602
Credit Card Orders Only! Our FAX line is open 24 hours.

BY INTERNET
www.fernexpo.com
(You must have your USER ID & PASSWORD which will be provided via email)

METHOD OF PAYMENT
Fern Exposition accepts MasterCard, Visa, Discover, American Express, wire transfers, cash, money orders and checks (personal or company). Purchase orders are NOT considered payment and will not be accepted as such. If your bank is located outside the US you will need to pay with either a credit card or bank wire transfer.

PAYMENT SCHEDULE
Payment for all services must be received with orders before or during the show. Fern Exposition will not provide outbound labor and material handling services unless your invoice has a zero balance. Provide your show representative with a means of payment.

THIRD PARTY BILLING
Each exhibiting firm is ultimately responsible for all charges incurred on its behalf. Fern Exposition reserves the right to institute collection action against the exhibitor if the authorized third party does not pay.

TAX EXEMPT
If you are tax exempt in the state of COLORADO you must provide a valid Exemption Certificate for CO with your order. This includes all government agencies. If you are paying with a government credit card for which all purchases are tax exempt, please make a copy, front and back, of the card and include with your order.

ADJUSTMENTS & CANCELLATIONS
Adjustments to your invoice will not be made after the close of the show. Some furnishings and services are subject to 50% to 100% cancellation fees after deadline date. Please see each order form for cancellation information.

If you have any questions regarding our payment policy please call James Knudtson at (816) 701-1025.
## NACUFS 2019 Showcase

July 11 - 12, 2019  
Colorado Convention Center, Denver, Colorado  
07-02737-19  

### SHOW SERVICES & EQUIPMENT ORDERED

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Displays/Signs for Purchase</td>
<td>$</td>
</tr>
<tr>
<td>Exhibit Display Rental</td>
<td>$</td>
</tr>
<tr>
<td>Booth Package Rental</td>
<td>$</td>
</tr>
<tr>
<td>Furniture Rental</td>
<td>$</td>
</tr>
<tr>
<td>Premium Furniture Rental</td>
<td>$</td>
</tr>
<tr>
<td>Carpet/Vinyl Flooring Rental</td>
<td>$</td>
</tr>
<tr>
<td>Graphics</td>
<td>$</td>
</tr>
<tr>
<td>Plants &amp; Floral</td>
<td>$</td>
</tr>
<tr>
<td>Sanitation/Fire Extinguishers</td>
<td>$</td>
</tr>
<tr>
<td>Cleaning Services*</td>
<td>$</td>
</tr>
<tr>
<td>Display Labor Services†</td>
<td>$</td>
</tr>
<tr>
<td>In Booth Forklift Services‡</td>
<td>$</td>
</tr>
<tr>
<td>Sign Rigging Services‡</td>
<td>$</td>
</tr>
<tr>
<td>Material Handling‡</td>
<td>$</td>
</tr>
<tr>
<td>Fern Transportation**</td>
<td>$</td>
</tr>
</tbody>
</table>

Sub Total: $  
Sub Total Taxable: $  
Sub Total Non Taxable: $  
Sales Tax 8.310%: $  
Grand Total: $  

* Non taxable  
† Pay Estimated Cost  

### CREDIT CARD INFORMATION

- **Card Type:**  
  - [ ] VISA  
  - [ ] MC  
  - [ ] AMEX  
  - [ ] DISC  

- **Card Number:**  
- **Expiration:** /  
- **Card Holder’s Name:**  

- **Card Holder’s Address:**  

- **City:**  
- **State:**  
- **Zip Code:**  

**Cardholder’s Signature:** X  

By signing this, I agree to payment terms and conditions outlined by Fern Exposition & Event Services listed on the Payment Terms & Conditions Form (TC-03) in this Exhibitor Kit.

### CHECK INFORMATION:

Checks must be in U.S. funds drawn on a U.S. bank.  

- **Check #:**  
- **Date:**  
- **Amount:** $  

### BANK WIRE INFORMATION

Send to: MB Financial Bank, 800 W. Madison St., Chicago IL 60607 USA, Routing #071001737, Fern Exposition Services LLC Depository, 645 Linn Street Cincinnati, OH 45203, Account #191000497, SWIFT code - MBFIUS44. Reference your Company Name/Show Name/and Booth Number. Add $50.00 for processing wire transfer.  

**Credit Card payment only is accepted for Fern Transportation services.**

All orders are subject to the terms and conditions as outlined in the Exhibitor Service Manual.

### EXHIBITOR INFORMATION

- **Company Name:**  
- **Booth#:**  
- **Address:**  
- **City:**  
- **State:**  
- **Zip Code:**  
- **Contact Name:**  
- **Phone:**  
- **Fax:**  
- **Email:**  

**Signature:**  
**Date:**  

---

Discount Deadline:  
June 21, 2019
NACUFS 2019 Showcase
July 11 - 12, 2019
Colorado Convention Center, Denver, Colorado
07-02737-19

THIRD PARTY CREDIT CARD INFORMATION
Card Type: □ VISA □ MC □ AMEX □ DISC
Card Number: ____________________________
Expiry: ____________________________
Card Holder’s Name: ____________________________
Card Holder’s Address: ____________________________

Exhibitor Signature: X
Services to be provided by Third Party:
Displays/Signs for Purchase $___
Exhibit Display Rental $___
Booth Package Rental $___
Furniture Rental $___
Premium Furniture Rental $___
Carpet/Vinyl Flooring Rental $___
Graphics $___
Plants & Floral $___
Sanitation/Fire Extinguishers $___
Cleaning Services* $___
Display Labor Services‡* $___
In Booth Forklift Services‡* $___
Sign Rigging Services‡* $___
Material Handling‡* $___
Fern Transportation** $___

Sales Tax 8.310% $___
Grand Total $___

All orders are subject to the terms and conditions as outlined in the Exhibitor Service Manual.

THIRD PARTY PAYOR INFORMATION
Company Name: ___________________________________________________________ Booth#: _______________________
Address: __________________________________________________________________
City: __________________________________________________________________ State: _________ Zip Code: _______________
Contact Name: ___________________________________________________________ Phone: ____________________________
Fax: ____________________________ Email: ____________________________________________
Signature: ___________________________________________________________ Date: ________________

By signing this, I agree to payment terms and conditions outlined by Fern Exposition & Event Services listed on the Payment Terms & Conditions Form (TC-03) in this Exhibitor Kit.

CHECK INFORMATION:
Checks must be in U.S. funds drawn on a U.S. bank.
Check #: ____________________________
Date: ____________________________
Amount: $___

BANK WIRE INFORMATION
Send to: MB Financial Bank, 800 W. Madison St., Chicago IL 60607 USA, Routing #071001737, Fern Exposition Services LLC Depository, 645 Linn Street Cincinnati, OH 45203, Account #1910014197, SWIFT code - MBFIUS44. Reference your Company Name/Show Name/and Booth Number. Add $50.00 for processing wire transfer.

* Non taxable
‡ Pay Estimated Cost
** Credit Card payment only is accepted for Fern Transportation services.

Discount Deadline: June 21, 2019
EXHIBITOR TERMS & CONDITIONS

YOU ARE ENTERING INTO A CONTRACT WHICH LIMITS YOUR POSSIBLE RECOVERY IN CASE OF LOSS OR DAMAGE. The terms and conditions set forth below, together with any applicable Order, become a part of the agreement (the “Agreement”) between FERN and you, the EXHIBITOR. You are agreeing you have been fully advised, understand completely, and are willing to accept the following terms and conditions. By exhibiting, ordering or receiving goods or services, requiring transportation of goods to or from, or acting as an agent for another exhibitor, at a show which FERN is the service contractor, you accept and agree to be bound by these terms and conditions.

DEFINITIONS:
For purpose of this Agreement, “FERN”, “we”, or “us” means Fern Exposition Services, LLC and its employees, directors, officers, agents, assigns, affiliated companies and related entities including, but not limited to, any subcontractors we may appoint. “EXHIBITOR” or “you” means the EXHIBITOR set forth in an applicable Order, its employees, agents, representatives, and any EXHIBITOR appointed contractor (“EAC”). “Order” means the purchase order, work order or other similar order form accompanying these terms and conditions, which together with these terms and conditions comprise the entire Agreement between FERN and EXHIBITOR.

PAYMENT TERMS:
We require 100% payment with Order for rentals, services, tax and anticipated freight. We require a credit card on file prior to acceptance of any Order and accept Visa, MasterCard, and American Express. By providing your credit card number to us via a Payment Authorization form or placing online Orders you agree that we may place your credit card on file to be used for any additional show site services as well as any future purchases. It will stay on file for the duration of the event. Full payment of rental charges must accompany your Order and be received by our office before the applicable deadline date to qualify for any discounted rate. PLEASE NOTE THAT PURCHASE ORDERS ARE NOT ACCEPTED AS A FORM OF PAYMENT. All orders received after any applicable discount deadline (indicated on each Order) will be charged at standard rates. A $20.00 surcharge will be added to your account if any credit charges for services are denied or if any checks are returned.

To Pay by Check - Please mail check including show, booth, and company name, to:
Fern, 645 Linn Street, Cincinnati, OH 45203
We cannot accept checks drawn on foreign banks.

All invoiced amounts are due upon receipt of invoice. Unpaid accounts after the day of the show will accrue a service charge of .0575% per day (which equates to an annual interest rate of 21%), or the maximum rate allowed by law, whichever is less. You will be responsible for all fees (including reasonable attorneys fees and court costs) incurred by us in connection with the collection of your past-due accounts.

Invoiced amounts are exclusive of any sales, use or other similar taxes. You are solely responsible for payment of any sales, use or other similar taxes due in connection with the performance of this Agreement. If you claim tax exempt status, you must submit a copy of a valid exemption certificate issued by the federal government or the government of the state in which your event is taking place.

You are primarily responsible for the payment of all third-party charges. [In the event the exhibiting firm has arranged for an exhibit house or other party to handle the EXHIBITOR’s display and be billed for all services, Fern will agree to the third party billing if the exhibit house supplies the appropriate credit card information on the Third Party Payment Authorization form. Advance payment in full must accompany the order including estimated labor and drayage charges. By signing the Third Party Payment Authorization form, the EXHIBITOR agrees that they are primarily responsible for payment of charges. In the event the named third party fails to pay all charges, such charges will be paid by the EXHIBITOR upon submission of an invoice, including any and all fees connected with the collection of this account.]

Copies of invoices may be picked up from the Service Desk prior to show closing. No credit will be given after close of event on items or services ordered but claimed to not have been received. All orders cancelled by you or due to the cancellation of an event or their non-participation may be subject to cancellation fees equal to 50% - 100% of the total order. Such cancellation fees will be set forth on the applicable Order.

FERN’S RESPONSIBILITIES:
We are only responsible for those services which we directly provide to you. We assume no responsibility for any persons, parties or other contracting firms not under our direct supervision and control. We shall not be responsible for loss, delay or damage due to strike, lockouts, work stoppages, natural elements, vandalism, acts of God, civil disturbances, disruptions in the financial or capital markets, power failures, explosions, acts of terrorism or war, or for any other cause beyond our reasonable control, nor for ordinary wear and tear in the handling of materials. We will provide material handling services as your agent, not as bailee or shipper, and shall have no responsibility or obligation thereunder and you accept responsibility thereof.

PACKAGING AND CRATES:
We shall not be responsible for damage to lose or uncrated materials, pad-wrapped or shrink-wrapped materials, glass breakage, concealed damage, carpets in bags or poly or improperly packed materials. In addition, we 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.

STORAGE:
We assume no liability for loss or damage to crates or containers or the contents therein while containers are in storage, including but not limited to accessible storage or cold storage. You acknowledge that storage charges are for the use of the space and are not a form of insurance or a guarantee of security

Empty container labels will be available at the show site service desk. Affixing labels to the containers is the sole responsibility of you or your representatives. All previous labels should be removed or obliterated. We assume no responsibility for your failure to follow the above procedures; removal of containers with old empty labels or without FERN labels; shipping of containers with improper information or empty labels; or the removal or disposition of materials stored in containers with empty labels. It is understood that the labels are used for storage of empty containers only and we shall not be liable for loss or damage to any contents while containers are in storage, or for any mislabeled containers.
**NACUFS 2019 Showcase**

July 11 - 12, 2019
Colorado Convention Center, Denver, Colorado
07-02737-19

**SHOW SITE:**
You are solely responsible for damage or loss to any rental items in your possession or under your control in connection with your performance hereunder, including but not limited to damage or stains to carpet. Neither you nor your EACs may bring or use any kind of lift on the exhibit floor.

Our working hours are subject to change due to holidays, time of day or night worked, amount of time worked, and specific facility or union guidelines. The normal categories of hourly changes are: straight time, overtime, double time and holiday pay. Such hourly charges shall be set forth on the applicable Order.

**INBOUND SHIPMENTS:**
Consistent with trade show industry practices, there may be a lapse of time between delivery of shipments to the booth and your arrival or that of your representatives, and during such time the material will be left unattended. We will not be responsible or liable for any loss, damage, theft, or disappearance of your materials after same have been delivered to your booth at the show site.

We shall not be liable for shipments received without individual freight bills, such as UPS, FedEx or other carriers who deliver in bulk and do not wait for shipment count and condition to be verified for individual shipments. Such shipments will be subject to verification and correction of count and condition and our receiving paperwork indicating any exceptions as delivered shall take precedence over shipper’s signature of receipt.

**OUTBOUND SHIPMENTS & ITEMS LEFT AT SHOW SITE:**
Consistent with trade show industry practices, there may be a lapse of time between the completion of packing and the actual pick-up of materials from the booth for loading onto a carrier, and during such time the material will be left unattended. We will not be responsible or liable for any loss, damage, theft or disappearance of your materials before same have been picked up for reloading or delivered to your carrier at the conclusion of the event.

We are not responsible for shipments left in your booth or elsewhere. We will count and ship pieces as we find the shipment(s) when we remove them from the exhibit hall. Circumstances may also warrant these items be sent to a remote facility and shipped from there. You will be responsible for any additional charges that result. You should insure yourself and your equipment and materials against loss or theft. We also recommend that you engage security services from the facility or show management.

All Material Handling Forms submitted to us by you will be checked at the time of pick-up from the booth and corrections will be made where discrepancies exist between the quantities of items on any form submitted to us and the actual count of such items at the booth at the time of pick-up.

We retain the right to dispose of materials left on the show floor without liability if left unattended, left without labels or not correctly labeled. A disposal fee will be charged to your account.

We load 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. We assume no responsibility or liability for loss, damage, theft or disappearance of your materials that is caused by, arises out of or related to improperly loaded materials.

**RE-ROUTED FREIGHT:**
In order to expedite removal of materials from show site as required by show management and/or the facility, we shall have the authority to change the your designated carrier if that carrier does not pick-up the shipment at the appointed time. Where no disposition is made by you, materials may be taken to a remote location to await your shipping instructions, and/or consigned to carrier of our choice. You agree to be responsible for charges relating to such rerouting and handling.

**INSURANCE:**
It is understood that FERN is not an insurer. Insurance on exhibit materials, if any, shall be obtained by you, at your sole costs and expense from a third-party insurance provider. You agree to provide, and to cause your insurance carrier to provide, us with a release of subrogation to the extent of any insurance settlement

**CLAIMS FOR LOSS:**
You agree that in order to have a valid claim, notice of loss or damage to materials must be given to us or our agent within 24 hours of occurrence of any incident or prior to show close/removal, whichever is later. All claims reported after such period will be rejected. Such notice must include detail sufficient to identify the materials claimed to be lost or damaged, asserting our liability for alleged loss or damage and documentation indicating the specified or determinable dollar value of the claim. Damage reports, incident reports, inspection reports, notations of shortages or damage on freight bills or other documents do not constitute filing of a claim.

(a) **PAYMENT FOR SERVICES MAY NOT BE WITHHELD.** In the event of any dispute between you and us related to any loss, damage or claim, you shall not be entitled to and shall not withhold payment or any partial payment due to us as an offset against the amount of any alleged loss or damage. Any claims against us shall be considered separate transactions and shall be resolved on their own merits.

(b) **MAXIMUM RECOVERY.** If found liable for any loss, our sole and exclusive maximum liability for loss or damage to your materials and your sole and exclusive remedy is limited to $0.50(USD) per pound per article with a maximum liability of $100.00(USD) per item, or $1,500.00(USD) per occurrence/shipment, whichever is less.

(c) **BREACH OF CONTRACT AND/OR NEGLIGENCE ONLY.** Our liability shall be limited to any loss or damage which results solely from our gross negligence in the actual physical handling of the items compromising your shipment(s) OR which results from a material breach of this Agreement and not for any other type of loss or damage. In no event shall we be liable to you or to any other party for special, collateral, exemplary, indirect, incidental, consequential or punitive damages, whether such damages occur either prior or subsequent to, or are alleged as a result of, tortious conduct, failure of our equipment or services or breach of any of the provisions of this Agreement, regardless of the form of action, whether in contract or in tort, including strict liability and negligence, even if we have been advised or has notice of the possibility of such damages, or for any damages caused by your failure to perform your responsibilities. Such excluded damages include but are not limited to loss of profits, loss of use, interruption of business or other consequential or indirect economic issues.
NACUFS 2019 Showcase
July 11 - 12, 2019
Colorado Convention Center, Denver, Colorado
07-02737-19

DECLARED VALUE:
Declarations of declared value are between you and your selected carrier ONLY and are in no way an extension of our maximum liability stated herein. We will use commercially reasonable efforts to transmit the declared value instructions to the selected carrier, however, we will not be liable for any claim arising from the transmittal of, or failure to transmit, declared value instructions to the carriers, nor for the failure of the carrier to uphold the declared value or any other term of carriage.

FACILITIES AND SHOW ORGANIZERS:
You agree and understand that you, your agents and anyone working on your behalf must abide by and adhere to the rules and regulations of the facility being worked at, as well as any rules and regulations implemented by the show organizers.

TERMINATION:
We may terminate this Agreement immediately upon written notice in the event you breach any term or provision hereof. We may also terminate this Agreement for any reason or no reason upon ten (10) days prior written notice to you. In either case, you shall be responsible for any fees or charges incurred prior to the effective date of such termination.

INDEMNIFICATION:
You agree to indemnify, defend and forever hold harmless FERN and our 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 attorney's fees and investigation costs on account of personal injury, death, or damage to or loss of property or profits arising out of or contributed by any of the following:
- Your negligent supervision of your personnel (including, but not limited to, any labor secured through us) or the negligent supervision of such personnel by any of your employees, agents, representatives, customers, invitees and/or any EAC.
- Your negligence, willful misconduct, or deliberate act, or the negligence, willful misconduct, or deliberate act of your employees, agents, representatives, customers, invitees and/or any EAC at the show or exposition to which this Agreement relates, including but not limited to the misuse, improper use, unauthorized alteration or negligent handling of our equipment.
- Your violation of federal, state, county or local ordinances.
- Your violation of show regulations and/or rules as published and set forth by the facility and/or show management.

WAIVER AND RELEASE:
You agree to waive and release all claims against us with regards to all matters for which we have disclaimed liability pursuant to the provisions of this Agreement.

SEVERABILITY:
If any provision of this contract is deemed to be invalid, illegal, or not enforceable, the remainder of this contract shall remain in effect and not be impacted by such findings.

WAIVER:
No waiver by us of any of the provisions of this Agreement is effective unless explicitly set forth in writing and signed by us. No failure to exercise, or delay in exercising, any right, remedy, power or privilege arising from this Agreement operates, or may be construed, as a waiver thereof. No single or partial exercise of any right, remedy, power or privilege hereunder precludes any other or further exercise thereof or the exercise of any other right, remedy, power or privilege.

ASSIGNMENT:
You shall not assign, transfer, delegate or subcontract any of your rights or obligations under this Agreement without our prior written consent. Any purported assignment or delegation in violation of this Section shall be null and void. No assignment or delegation shall relieve you of any of your obligations hereunder. We may at any time assign or transfer any or all of its rights or obligations under this Agreement without your prior written consent to any affiliate or to any person acquiring all or substantially all of our assets.

RELATIONSHIP OF THE PARTIES:
The relationship between the parties is that of independent contractors. Nothing contained in this Agreement shall be construed as creating any agency, partnership, joint venture or other form of joint enterprise, employment or fiduciary relationship between the parties, and neither party shall have authority to contract for or bind the other party in any manner whatsoever.

NO THIRD-PARTY BENEFICIARIES:
This Agreement is for the sole benefit of the parties hereto and their respective successors and permitted assigns and nothing herein, express or implied, is intended to or shall confer upon any other person or entity any legal or equitable right, benefit or remedy of any nature whatsoever under or by reason of this Agreement.

SURVIVAL:
The provisions of this Agreement which by their nature should apply beyond their terms will remain in force after any termination or expiration of this Agreement including, but not limited to, the following provisions: Insurance, Claims for Loss, Indemnification, Governing Law, Jurisdiction and Survival.

AMENDMENT AND MODIFICATION:
This Agreement may only be amended or modified in a writing stating specifically that it amends this Agreement and is signed by an authorized representative of each party.

GOVERNING LAW, JURISDICTION:
This Agreement shall be construed under the laws of the State of Ohio without reference to the conflicts of laws principles thereof. FERN and EXHIBITOR hereby consent to the executive jurisdiction and venue of the federal or state courts located in Hamilton County, Ohio for all actions or suits related to the interpretation or enforcement of this Agreement.
## SPECIAL BOOTH PACKAGE

**NACUFS 2019 Showcase**  
July 11 - 12, 2019  
Colorado Convention Center, Denver, Colorado

**Discount Deadline:**  
June 21, 2019

**All Special Booth Packages must be ordered by the Deadline date above. Any late orders will be charged at the standard rate listed on the Booth Furnishings and Carpet Forms.**

Note: These packages do not include the initial or daily vacuuming of the booth carpet. This service can be ordered by completing the appropriate form in this Exhibitor Services Manual.

<table>
<thead>
<tr>
<th>QTY</th>
<th>ITEM #</th>
<th>DESCRIPTION</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>780</td>
<td>10’ Booth Package w/Carpet includes:</td>
<td>$ 512.75</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• One (1) 8’ x 30’h table skirted 3 sides - (white)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• One (1) 10’ x 10’ Standard Carpet (Gray)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Two (2) Sled Base Armless Side Chair</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• One (1) wastebasket with liner</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

| 760 | 20’ Booth Package w/Carpet includes: | $ 1,009.00 |        |
|     | • Two (2) 8’ x 30’h table skirted 3 sides - (white) | | |
|     | • One (1) 10’ x 20’ Standard Carpet (Gray) | | |
|     | • Four (4) Sled Base Armless Side Chair | | |
|     | • One (1) wastebasket with liner | | |

Yes, I have completed and included the Payment Authorization Form.

If you have any questions or concerns about your invoice, please visit the Fern Exhibitor Service Desk at your show/event prior to leaving. No credits or refunds will be issued after close of the show/event on items and/or services ordered and not received.

All order cancellations made after deadline will be charged at 50% of the prevailing rate. Requests made after the deadline will be filled, as available, at the standard rate.

All orders are subject to the terms and conditions as outlined on the Terms & Conditions in the Exhibitor Services Manual.

<p>| | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Sub Total</td>
<td>$</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tax 8.310%</td>
<td>$</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Grand Total</td>
<td>$</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Exhibiting Company Name: _____________________________  Booth # _________

Form #
### Display Tables - 30" high x 2' wide

<table>
<thead>
<tr>
<th>QTY</th>
<th>ITEM #</th>
<th>DESCRIPTION</th>
<th>DISCOUNT RATE</th>
<th>STANDARD RATE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>223</td>
<td>4'X30&quot; h table skirted 3 sides (select skirt color below)</td>
<td>$139.75</td>
<td>$195.00</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>233</td>
<td>6'x30&quot; h table skirted 3 sides (select skirt color below)</td>
<td>$168.00</td>
<td>$235.00</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>253</td>
<td>8'x30&quot; h table skirted 3 sides (select skirt color below)</td>
<td>$196.50</td>
<td>$275.00</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>252</td>
<td>Drape 4th side of 30&quot;h table</td>
<td>$64.50</td>
<td>$90.00</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>222</td>
<td>4'x30&quot; h table not skirted</td>
<td>$66.00</td>
<td>$92.50</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>232</td>
<td>6'x30&quot; h table not skirted</td>
<td>$82.50</td>
<td>$115.50</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>252</td>
<td>8'x30&quot; h table not skirted</td>
<td>$103.00</td>
<td>$144.75</td>
<td>$</td>
<td></td>
</tr>
</tbody>
</table>

Table Skirt Color: □ black (04) □ blue (06) □ gold (08) □ gray (09) □ green (10) □ maroon (11) □ plum (19) □ red (14) □ teal (18) □ white (16)

### Display Table Counters - 40" high x 2' wide

<table>
<thead>
<tr>
<th>QTY</th>
<th>ITEM #</th>
<th>DESCRIPTION</th>
<th>DISCOUNT RATE</th>
<th>STANDARD RATE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>229</td>
<td>4'X40&quot; h table skirted 3 sides (select skirt color below)</td>
<td>$188.00</td>
<td>$268.00</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>239</td>
<td>6'x40&quot; h table skirted 3 sides (select skirt color below)</td>
<td>$225.75</td>
<td>$315.75</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>259</td>
<td>8'x40&quot; h table skirted 3 sides (select skirt color below)</td>
<td>$264.25</td>
<td>$369.50</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>530</td>
<td>Drape 4th side of 40&quot;h table</td>
<td>$84.50</td>
<td>$115.75</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>228</td>
<td>4'x40&quot; h table not skirted</td>
<td>$88.75</td>
<td>$124.00</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>238</td>
<td>6'x40&quot; h table not skirted</td>
<td>$111.50</td>
<td>$155.50</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>258</td>
<td>8'x40&quot; h table not skirted</td>
<td>$138.00</td>
<td>$192.75</td>
<td>$</td>
<td></td>
</tr>
</tbody>
</table>

Table Skirt Color: □ black (04) □ blue (06) □ gold (08) □ gray (09) □ green (10) □ maroon (11) □ plum (19) □ red (14) □ teal (18) □ white (16)

### Tabletop Risers - 9" wide

<table>
<thead>
<tr>
<th>QTY</th>
<th>ITEM #</th>
<th>DESCRIPTION</th>
<th>DISCOUNT RATE</th>
<th>STANDARD RATE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>270</td>
<td>4' Single Step Riser</td>
<td>$54.50</td>
<td>$76.75</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>272</td>
<td>6' Single Step Riser</td>
<td>$60.25</td>
<td>$84.00</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>274</td>
<td>8' Single Step Riser</td>
<td>$67.25</td>
<td>$94.25</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>281</td>
<td>4' Double Step Riser</td>
<td>$60.25</td>
<td>$84.00</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>283</td>
<td>6' Double Step Riser</td>
<td>$67.25</td>
<td>$94.25</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>285</td>
<td>8' Double Step Riser</td>
<td>$74.25</td>
<td>$104.00</td>
<td>$</td>
<td></td>
</tr>
</tbody>
</table>

Yes, I have completed and included the Payment Authorization Form.

If you have any questions or concerns about your invoice, please visit the Fern Exhibitor Service Center at your show/event prior to leaving. No credits or refunds will be issued after close of the show/event on items and/or services ordered and not received.

Sub Total $ 
Tax 8.310% $ 
Grand Total $ 

Cancellation after deadline date will be charged at 50% of prevailing rate. Cancellation after installation will be 100% of prevailing rate. Requests made after the deadline will be filled, as available, at the standard rate. All orders are subject to the terms and conditions as outlined in the Exhibitor Service Manual.

Exhibiting Company Name: ___________________________ Booth # __________

Form# 01-726
<table>
<thead>
<tr>
<th>QTY</th>
<th>ITEM #</th>
<th>DESCRIPTION</th>
<th>DISCOUNT RATE</th>
<th>STANDARD RATE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>110</td>
<td>Sled Base Armless Side Chair</td>
<td>$ 72.75</td>
<td>$ 101.50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>103</td>
<td>Upholstered Armless Chair</td>
<td>$ 79.25</td>
<td>$ 111.50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>105</td>
<td>Upholstered Arm Chair</td>
<td>$ 86.75</td>
<td>$ 120.50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>121</td>
<td>Swivel Desk Chair</td>
<td>$ 139.75</td>
<td>$ 188.50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>131</td>
<td>Stool - Padded with Back</td>
<td>$ 114.75</td>
<td>$ 160.50</td>
<td></td>
</tr>
</tbody>
</table>

**PEDESTAL TABLES (Gray Nebula top)**

<table>
<thead>
<tr>
<th>QTY</th>
<th>ITEM #</th>
<th>DESCRIPTION</th>
<th>DISCOUNT RATE</th>
<th>STANDARD RATE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>206</td>
<td>30”h Pedestal Table</td>
<td>$ 161.00</td>
<td>$ 225.25</td>
<td></td>
</tr>
<tr>
<td></td>
<td>208</td>
<td>40”h Pedestal Table</td>
<td>$ 172.75</td>
<td>$ 241.50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>215</td>
<td>30”h Pedestal Table</td>
<td>$ 161.00</td>
<td>$ 225.25</td>
<td></td>
</tr>
<tr>
<td></td>
<td>216</td>
<td>40”h Pedestal Table</td>
<td>$ 172.75</td>
<td>$ 241.50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>224</td>
<td>30”h Pedestal Table</td>
<td>$ 172.75</td>
<td>$ 241.50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>225</td>
<td>40”h Pedestal Table</td>
<td>$ 185.50</td>
<td>$ 258.00</td>
<td></td>
</tr>
</tbody>
</table>

☐ Yes, I have completed and included the Payment Authorization Form.

If you have any questions or concerns about your invoice, please visit the Fern Exhibitor Service Center at your show/event prior to leaving. No credits or refunds will be issued after close of the show/event on items and/or services ordered and not received.

Sub Total $               
Tax 8.310% $               
Grand Total $               

Cancellation after deadline date will be charged at 50% of prevailing rate. Cancellation after installation will be 100% of prevailing rate.

Requests made after the deadline will be filled, as available, at the standard rate.

All orders are subject to the terms and conditions as outlined in the Exhibitor Service Manual.

Exhibiting Company Name: ___________________________  Booth # ___________

Form# 01-726
### ACCESSORIES

**Click here** to view the Accessories brochure

<table>
<thead>
<tr>
<th>QTY</th>
<th>ITEM #</th>
<th>DESCRIPTION</th>
<th>DISCOUNT RATE</th>
<th>STANDARD RATE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>401</td>
<td>Wastebasket with Liner</td>
<td>$18.50</td>
<td>$26.50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>407</td>
<td>Easel, Tripod</td>
<td>$26.50</td>
<td>$49.25</td>
<td></td>
</tr>
<tr>
<td></td>
<td>430</td>
<td>Tensa Stanchion</td>
<td>$45.00</td>
<td>$60.50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>425</td>
<td>Chrome Vertical Sign Frame 22&quot;W x 28&quot;H</td>
<td>$98.75</td>
<td>$128.50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>479</td>
<td>2-Arm Bag Stand</td>
<td>$98.75</td>
<td>$128.50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>455</td>
<td>Mini-Refrigerator (Approximately 4 Cubic Sq. Ft.)</td>
<td>$298.50</td>
<td>$417.50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>415</td>
<td>Garment Rack</td>
<td>$84.50</td>
<td>$114.50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>427</td>
<td>Literature Rack</td>
<td>$138.75</td>
<td>$199.75</td>
<td></td>
</tr>
<tr>
<td></td>
<td>475</td>
<td>2'x8' Grid Panel</td>
<td>$175.50</td>
<td>$228.25</td>
<td></td>
</tr>
<tr>
<td></td>
<td>478</td>
<td>7-way Waterfall (for Grid Panels)</td>
<td>$32.25</td>
<td>$43.25</td>
<td></td>
</tr>
<tr>
<td></td>
<td>603</td>
<td>4' x 8' Velcro Board (gray only) Horizontal</td>
<td>$175.50</td>
<td>$228.25</td>
<td></td>
</tr>
<tr>
<td></td>
<td>615</td>
<td>4' x 8' Perforated board panel*</td>
<td>$175.50</td>
<td>$228.25</td>
<td></td>
</tr>
</tbody>
</table>

*Select style for Perforated board - Horizontal / Vertical

### CUSTOM BOOTH DRAPING and SKIRTING

**Click here** to view drape colors

Choices not indicated will be selected by Fern to coordinate with show colors and size of exhibit.

<table>
<thead>
<tr>
<th>QTY</th>
<th>ITEM #</th>
<th>DESCRIPTION</th>
<th>DISCOUNT RATE</th>
<th>STANDARD RATE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>541</td>
<td>Custom Color Siderail Drape, 36&quot; high (per linear foot)</td>
<td>$18.50</td>
<td>$26.25</td>
<td></td>
</tr>
</tbody>
</table>
|     |       | Drape Color: □ black (04) □ blue (06) □ gold (08) □ gray (09) □ green (10)  
|     |       | □ maroon (11) □ plum (19) □ red (14) □ teal (80) □ white (16)        |               |               |        |
|     | 543   | Custom Color Background Drape, 8' high (per linear foot)  | $25.25        | $32.75        |        |
|     |       | Drape Color: □ black (04) □ blue (06) □ gold (08) □ gray (09) □ green (10)  
|     |       | □ maroon (11) □ plum (19) □ red (14) □ teal (18) □ white (16)        |               |               |        |

☐ Yes, I have completed and included the Payment Authorization Form.

If you have any questions or concerns about your invoice, please visit the Fern Exhibitor Service Desk at your show/event prior to leaving. No credits or refunds will be issued after close of the show/event on items and/or services ordered and not received.

Sub Total $        
Tax 8.310% $        
Grand Total $        

Cancellation after deadline date will be charged at 50% of prevailing rate. Cancellation after installation will be 100% of prevailing rate. Requests made after the deadline will be filled, as available, at the standard rate.

All orders are subject to the terms and conditions as outlined on the Terms & Conditions Form in the Exhibitor Service Manual.
<table>
<thead>
<tr>
<th>QTY</th>
<th>ITEM #</th>
<th>DESCRIPTION</th>
<th>DISCOUNT</th>
<th>STANDARD</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>6200</td>
<td>Blanc Sofa</td>
<td>$1,012.50</td>
<td>$1,519.00</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>6201</td>
<td>Blanc Loveseat</td>
<td>$972.00</td>
<td>$1,458.00</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>6202</td>
<td>Blanc Chair</td>
<td>$802.00</td>
<td>$1,203.00</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>6203</td>
<td>Blanc Bench Ottoman</td>
<td>$478.00</td>
<td>$717.00</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>6204</td>
<td>Blanc Cube</td>
<td>$162.00</td>
<td>$243.00</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>6205</td>
<td>Whisper White Leather Sofa</td>
<td>$972.00</td>
<td>$1,458.00</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>6206</td>
<td>Whisper White Leather Loveseat</td>
<td>$931.50</td>
<td>$1,397.50</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>6207</td>
<td>Whisper White Leather Chair</td>
<td>$761.50</td>
<td>$1,142.50</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>6208</td>
<td>Whisper White Leather Bench Ottoman</td>
<td>$421.50</td>
<td>$632.50</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>6209</td>
<td>Whisper White Leather Square Ottoman</td>
<td>$421.50</td>
<td>$632.50</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>6210</td>
<td>Whisper White Leather Round Ottoman</td>
<td>$421.50</td>
<td>$632.50</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>6211</td>
<td>Function White Leather Armless Chair</td>
<td>$510.50</td>
<td>$766.00</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>6212</td>
<td>Function White Leather Corner</td>
<td>$551.00</td>
<td>$826.50</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>6213</td>
<td>Continental White Leather Curved Loveseat</td>
<td>$1,004.50</td>
<td>$1,507.00</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>6214</td>
<td>Continental White Leather Reverse Loveseat</td>
<td>$972.00</td>
<td>$1,458.00</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>6215</td>
<td>Continental White Leather Wedge Ottoman</td>
<td>$421.50</td>
<td>$632.50</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>6216</td>
<td>Continental White Leather Curved Bench</td>
<td>$502.50</td>
<td>$754.00</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>6217</td>
<td>Continental White Leather Half Moon Ottoman</td>
<td>$421.50</td>
<td>$632.50</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>6218</td>
<td>Sophistication White Leather Sofa</td>
<td>$1,004.50</td>
<td>$1,507.00</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>6219</td>
<td>Sophistication White Leather Loveseat</td>
<td>$672.50</td>
<td>$1,009.00</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>6220</td>
<td>Sophistication White Leather Chair</td>
<td>$502.50</td>
<td>$754.00</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>6221</td>
<td>Sophistication White Leather Corner</td>
<td>$502.50</td>
<td>$754.00</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>6222</td>
<td>Sophistication White Leather Ottoman</td>
<td>$381.00</td>
<td>$571.50</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>6223</td>
<td>Boca Black Leather Corner</td>
<td>$510.50</td>
<td>$766.00</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>6224</td>
<td>Boca Black Leather Armless</td>
<td>$551.00</td>
<td>$826.50</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>6225</td>
<td>Metro Black Leather Sofa</td>
<td>$834.50</td>
<td>$1,252.00</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>6226</td>
<td>Metro Black Leather Loveseat</td>
<td>$794.00</td>
<td>$1,191.00</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>6227</td>
<td>Metro Black Leather Chair</td>
<td>$624.00</td>
<td>$936.00</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>6228</td>
<td>Metro Black Leather Square Ottoman</td>
<td>$421.50</td>
<td>$632.50</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>6229</td>
<td>Metro Black Leather Bench Ottoman</td>
<td>$421.50</td>
<td>$632.50</td>
<td>$</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Sub Total</th>
<th>Tax 8.310%</th>
<th>Grand Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
</tbody>
</table>

Yes, I have completed and included the Payment Authorization Form.

If you have any questions or concerns about your invoice, please visit the Fern Exhibitor Service Desk at your show/event prior to leaving. No credits or refunds will be issued after close of the show/event on items and/or services ordered and not received.

Cancellation after deadline date will be charged at 75% of prevailing rate. Cancellation after installation will be 100% of prevailing rate. Requests made after the deadline will be filled, as available, at the standard rate.

All orders are subject to the terms and conditions as outlined in the Exhibitor Service Manual.

Exhibiting Company Name: ____________________________ Booth # ____________
**Discount Deadline:**
June 21, 2019

---

<table>
<thead>
<tr>
<th>QTY</th>
<th>ITEM #</th>
<th>DESCRIPTION</th>
<th>DISCOUNT</th>
<th>STANDARD</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>6230</td>
<td>Suave Midnight Sofa</td>
<td>$721.00</td>
<td>$1,081.50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6231</td>
<td>Suave Midnight Loveseat</td>
<td>$632.00</td>
<td>$948.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6232</td>
<td>Suave Midnight Chair</td>
<td>$470.00</td>
<td>$705.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6233</td>
<td>Grammercy Charcoal Leather Sofa</td>
<td>$931.50</td>
<td>$1,397.50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6234</td>
<td>Grammercy Charcoal Leather Loveseat</td>
<td>$802.00</td>
<td>$1,203.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6235</td>
<td>Grammercy Charcoal Leather Chair</td>
<td>$510.50</td>
<td>$766.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6236</td>
<td>Grammercy Charcoal Leather Corner</td>
<td>$591.50</td>
<td>$887.50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6237</td>
<td>Parma Brown Leather Sofa</td>
<td>$834.50</td>
<td>$1,252.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6238</td>
<td>Parma Brown Leather Loveseat</td>
<td>$794.00</td>
<td>$1,191.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6239</td>
<td>Parma Brown Leather Chair</td>
<td>$624.00</td>
<td>$936.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6240</td>
<td>Parma Brown Leather Bench Ottoman</td>
<td>$421.50</td>
<td>$632.50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6241</td>
<td>Montana Mocha Sofa</td>
<td>$778.00</td>
<td>$1,167.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6242</td>
<td>Montana Mocha Loveseat</td>
<td>$680.50</td>
<td>$1,021.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6243</td>
<td>Montana Mocha Chair</td>
<td>$526.50</td>
<td>$790.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6244</td>
<td>Madison Sofa</td>
<td>$972.00</td>
<td>$1,458.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6245</td>
<td>Madison Chair</td>
<td>$559.00</td>
<td>$838.50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6246</td>
<td>Madison Sky Bench</td>
<td>$397.00</td>
<td>$595.50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6247</td>
<td>Madison Ottoman - Willow</td>
<td>$243.00</td>
<td>$364.50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6248</td>
<td>Madison Ottoman - Sand Dollar</td>
<td>$243.00</td>
<td>$364.50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6249</td>
<td>Madison Ottoman - Apricot</td>
<td>$243.00</td>
<td>$364.50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6250</td>
<td>Madison Ottoman - Sunflower</td>
<td>$243.00</td>
<td>$364.50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6251</td>
<td>Chandler Red Leather Sofa</td>
<td>$834.50</td>
<td>$1,252.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6252</td>
<td>Chandler Red Leather Loveseat</td>
<td>$794.00</td>
<td>$1,191.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6253</td>
<td>Chandler Red Leather Chair</td>
<td>$624.00</td>
<td>$936.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6254</td>
<td>Chandler Red Leather Bench Ottoman</td>
<td>$421.50</td>
<td>$632.50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6255</td>
<td>Evoke Sofa</td>
<td>$1,264.00</td>
<td>$1,896.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6256</td>
<td>Evoke Chair</td>
<td>$672.50</td>
<td>$1,009.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6257</td>
<td>Evoke Cocktail Table</td>
<td>$421.50</td>
<td>$632.50</td>
<td></td>
</tr>
</tbody>
</table>

Yes, I have completed and included the Payment Authorization Form.

If you have any questions or concerns about your invoice, please visit the Fern Exhibitor Service Desk at your show/event prior to leaving. No credits or refunds will be issued after close of the show/event on items and/or services ordered and not received.

Cancellation after deadline date will be charged at 75% of prevailing rate. Cancellation after installation will be 100% of prevailing rate.

Requests made after the deadline will be filled, as available, at the standard rate.

All orders are subject to the terms and conditions as outlined in the Exhibitor Service Manual.

---

Exhibiting Company Name: ____________________________  Booth #: ____________
### Discount Standard Amount

<table>
<thead>
<tr>
<th>ITEM #</th>
<th>DESCRIPTION</th>
<th>QTY</th>
<th>Discount</th>
<th>Standard</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>6258</td>
<td>Evoke End Table</td>
<td></td>
<td>$381.00</td>
<td>$571.50</td>
<td></td>
</tr>
<tr>
<td>6259</td>
<td>Evoke Cube</td>
<td></td>
<td>$259.50</td>
<td>$389.50</td>
<td></td>
</tr>
<tr>
<td>6260</td>
<td>Midnight Stage Chair</td>
<td></td>
<td>$300.00</td>
<td>$450.00</td>
<td></td>
</tr>
<tr>
<td>6261</td>
<td>Chamois Stage Chair</td>
<td></td>
<td>$300.00</td>
<td>$450.00</td>
<td></td>
</tr>
<tr>
<td>6262</td>
<td>Buckskin Stage Chair</td>
<td></td>
<td>$300.00</td>
<td>$450.00</td>
<td></td>
</tr>
<tr>
<td>6263</td>
<td>Empire Chair Black Leather</td>
<td></td>
<td>$551.00</td>
<td>$826.50</td>
<td></td>
</tr>
<tr>
<td>6264</td>
<td>Empire Chair White Leather</td>
<td></td>
<td>$551.00</td>
<td>$826.50</td>
<td></td>
</tr>
<tr>
<td>6265</td>
<td>Ibizia Black Leather Chair</td>
<td></td>
<td>$761.50</td>
<td>$1,142.50</td>
<td></td>
</tr>
<tr>
<td>6266</td>
<td>Ibizia White Leather Chair</td>
<td></td>
<td>$761.50</td>
<td>$1,142.50</td>
<td></td>
</tr>
<tr>
<td>6267</td>
<td>Tulip Black Fabric Chair</td>
<td></td>
<td>$332.50</td>
<td>$499.00</td>
<td></td>
</tr>
<tr>
<td>6268</td>
<td>Monarch Chair - Bright White</td>
<td></td>
<td>$632.00</td>
<td>$948.00</td>
<td></td>
</tr>
<tr>
<td>6269</td>
<td>Continental White Leather Curved Bench</td>
<td></td>
<td>$502.50</td>
<td>$754.00</td>
<td></td>
</tr>
<tr>
<td>6270</td>
<td>Metro Black Leather Square Ottoman</td>
<td></td>
<td>$421.50</td>
<td>$632.50</td>
<td></td>
</tr>
<tr>
<td>6271</td>
<td>Whisper White Leather Square Ottoman</td>
<td></td>
<td>$421.50</td>
<td>$632.50</td>
<td></td>
</tr>
<tr>
<td>6272</td>
<td>Grammercy Charcoal Leather Square Ottoman</td>
<td></td>
<td>$421.50</td>
<td>$632.50</td>
<td></td>
</tr>
<tr>
<td>6273</td>
<td>Metro Black Leather Bench Ottoman</td>
<td></td>
<td>$421.50</td>
<td>$632.50</td>
<td></td>
</tr>
<tr>
<td>6274</td>
<td>Whisper White Leather Bench Ottoman</td>
<td></td>
<td>$421.50</td>
<td>$632.50</td>
<td></td>
</tr>
<tr>
<td>6275</td>
<td>Chandler Red Leather Bench Ottoman</td>
<td></td>
<td>$421.50</td>
<td>$632.50</td>
<td></td>
</tr>
<tr>
<td>6276</td>
<td>Grammercy Charcoal Leather Bench Ottoman</td>
<td></td>
<td>$421.50</td>
<td>$632.50</td>
<td></td>
</tr>
<tr>
<td>6277</td>
<td>Parma Brown Leather Bench Ottoman</td>
<td></td>
<td>$421.50</td>
<td>$632.50</td>
<td></td>
</tr>
<tr>
<td>6278</td>
<td>Essentials White Leather Storage Ottoman</td>
<td></td>
<td>$591.50</td>
<td>$887.50</td>
<td></td>
</tr>
<tr>
<td>6279</td>
<td>Grammercy Charcoal Leather Round Ottoman</td>
<td></td>
<td>$421.50</td>
<td>$632.50</td>
<td></td>
</tr>
<tr>
<td>6280</td>
<td>Whisper White Leather Round Ottoman</td>
<td></td>
<td>$421.50</td>
<td>$632.50</td>
<td></td>
</tr>
<tr>
<td>6281</td>
<td>Grammercy Charcoal 1/4 Round Ottoman</td>
<td></td>
<td>$251.50</td>
<td>$377.50</td>
<td></td>
</tr>
<tr>
<td>6282</td>
<td>Whisper White 1/4 Round Ottoman</td>
<td></td>
<td>$251.50</td>
<td>$377.50</td>
<td></td>
</tr>
<tr>
<td>6283</td>
<td>Madison Sky Bench</td>
<td></td>
<td>$397.00</td>
<td>$595.50</td>
<td></td>
</tr>
<tr>
<td>6284</td>
<td>Madison Ottoman - Willow</td>
<td></td>
<td>$243.00</td>
<td>$364.50</td>
<td></td>
</tr>
<tr>
<td>6285</td>
<td>Madison Ottoman - Sand Dollar</td>
<td></td>
<td>$243.00</td>
<td>$364.50</td>
<td></td>
</tr>
<tr>
<td>6286</td>
<td>Madison Ottoman - Apricot</td>
<td></td>
<td>$243.00</td>
<td>$364.50</td>
<td></td>
</tr>
</tbody>
</table>

Yes, I have completed and included the Payment Authorization Form.

If you have any questions or concerns about your invoice, please visit the Fern Exhibitor Service Desk at your show/event prior to leaving. No credits or refunds will be issued after close of the show/event on items and/or services ordered and not received.

Cancellation after deadline date will be charged at 75% of prevailing rate. Cancellation after installation will be 100% of prevailing rate.

Requests made after the deadline will be filled, as available, at the standard rate.

All orders are subject to the terms and conditions as outlined in the Exhibitor Service Manual.
### Discount Deadline:
**June 21, 2019**

<table>
<thead>
<tr>
<th>ITEM #</th>
<th>DESCRIPTION</th>
<th>QTY</th>
<th>DISCOUNT</th>
<th>STANDARD</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>6287</td>
<td>Madison Ottoman - Sunflower</td>
<td>1</td>
<td>$243.00</td>
<td>$364.50</td>
<td></td>
</tr>
<tr>
<td>6288</td>
<td>Essentials White Banquette (2 pcs)</td>
<td></td>
<td>$1,264.00</td>
<td>$1,896.00</td>
<td></td>
</tr>
<tr>
<td>6289</td>
<td>Whisper White Tufted Leather Banquette (2 pcs)</td>
<td></td>
<td>$1,264.00</td>
<td>$1,896.00</td>
<td></td>
</tr>
<tr>
<td>6290</td>
<td>Grammercy Charcoal Leather Banquette (2 pcs)</td>
<td></td>
<td>$1,264.00</td>
<td>$1,896.00</td>
<td></td>
</tr>
<tr>
<td>6291</td>
<td>Essentials White Leather Turning Bed</td>
<td></td>
<td>$1,515.00</td>
<td>$2,272.50</td>
<td></td>
</tr>
<tr>
<td>6292</td>
<td>Regency Orange Cube</td>
<td></td>
<td>$162.00</td>
<td>$243.00</td>
<td></td>
</tr>
<tr>
<td>6293</td>
<td>Regency Teal Cube</td>
<td></td>
<td>$162.00</td>
<td>$243.00</td>
<td></td>
</tr>
<tr>
<td>6294</td>
<td>Regency Ruby Cube</td>
<td></td>
<td>$162.00</td>
<td>$243.00</td>
<td></td>
</tr>
<tr>
<td>6295</td>
<td>Regency Camel Cube</td>
<td></td>
<td>$162.00</td>
<td>$243.00</td>
<td></td>
</tr>
<tr>
<td>6296</td>
<td>Regency Apple Cube</td>
<td></td>
<td>$162.00</td>
<td>$243.00</td>
<td></td>
</tr>
<tr>
<td>6297</td>
<td>Regency Fuchsia Cube</td>
<td></td>
<td>$162.00</td>
<td>$243.00</td>
<td></td>
</tr>
<tr>
<td>6298</td>
<td>Blanc Cube</td>
<td></td>
<td>$162.00</td>
<td>$243.00</td>
<td></td>
</tr>
<tr>
<td>6299</td>
<td>Cube Ottoman - White</td>
<td></td>
<td>$162.00</td>
<td>$243.00</td>
<td></td>
</tr>
<tr>
<td>6300</td>
<td>Cube Ottoman - Black</td>
<td></td>
<td>$162.00</td>
<td>$243.00</td>
<td></td>
</tr>
<tr>
<td>6301</td>
<td>Cube Ottoman - Red</td>
<td></td>
<td>$162.00</td>
<td>$243.00</td>
<td></td>
</tr>
<tr>
<td>6302</td>
<td>Cube Ottoman - Green</td>
<td></td>
<td>$162.00</td>
<td>$243.00</td>
<td></td>
</tr>
<tr>
<td>6303</td>
<td>Cube Ottoman - Blue</td>
<td></td>
<td>$162.00</td>
<td>$243.00</td>
<td></td>
</tr>
<tr>
<td>6304</td>
<td>Cube Ottoman - Purple</td>
<td></td>
<td>$162.00</td>
<td>$243.00</td>
<td></td>
</tr>
<tr>
<td>6305</td>
<td>Essentials Turning Bed w/Charging Station Insert</td>
<td></td>
<td>$1,685.00</td>
<td>$2,527.50</td>
<td></td>
</tr>
<tr>
<td>6306</td>
<td>Boca Bright White Corner - Charged</td>
<td></td>
<td>$632.00</td>
<td>$948.00</td>
<td></td>
</tr>
<tr>
<td>6307</td>
<td>Boca Bright White Armless - Charged</td>
<td></td>
<td>$583.50</td>
<td>$875.50</td>
<td></td>
</tr>
<tr>
<td>6308</td>
<td>Aspen Bar Table - Charged</td>
<td></td>
<td>$988.50</td>
<td>$1,483.00</td>
<td></td>
</tr>
<tr>
<td>6309</td>
<td>Aspen Cocktail Table - Charged</td>
<td></td>
<td>$551.00</td>
<td>$826.50</td>
<td></td>
</tr>
<tr>
<td>6310</td>
<td>White Conference Table - Charged</td>
<td></td>
<td>$1,328.50</td>
<td>$1,993.00</td>
<td></td>
</tr>
<tr>
<td>6311</td>
<td>Patrice Tablet Chair</td>
<td></td>
<td>$607.50</td>
<td>$911.50</td>
<td></td>
</tr>
<tr>
<td>6312</td>
<td>Lincoln Bench - Charged</td>
<td></td>
<td>$931.50</td>
<td>$1,397.50</td>
<td></td>
</tr>
<tr>
<td>6313</td>
<td>Tribeca End Table</td>
<td></td>
<td>$292.00</td>
<td>$438.00</td>
<td></td>
</tr>
<tr>
<td>6314</td>
<td>Tribeca Console Table</td>
<td></td>
<td>$324.00</td>
<td>$486.00</td>
<td></td>
</tr>
<tr>
<td>6315</td>
<td>Tribeca Cocktail Table</td>
<td></td>
<td>$308.00</td>
<td>$462.00</td>
<td></td>
</tr>
</tbody>
</table>

Sub Total $________
Tax 8.310% $________
Grand Total $________

Yes, I have completed and included the Payment Authorization Form.

If you have any questions or concerns about your invoice, please visit the Fern Exhibitor Service Desk at your show/event prior to leaving. No credits or refunds will be issued after close of the show/event on items and/or services ordered and not received.

Cancellation after deadline date will be charged at 75% of prevailing rate. Cancellation after installation will be 100% of prevailing rate.
Requests made after the deadline will be filled, as available, at the standard rate.
All orders are subject to the terms and conditions as outlined in the Exhibitor Service Manual.

Exhibiting Company Name: ____________________________ Booth # ____________
<table>
<thead>
<tr>
<th>ITEM #</th>
<th>DESCRIPTION</th>
<th>DISCOUNT</th>
<th>STANDARD</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>6316</td>
<td>Harmony End Table</td>
<td>$292.00</td>
<td>$438.00</td>
<td></td>
</tr>
<tr>
<td>6317</td>
<td>Harmony Console Table</td>
<td>$324.00</td>
<td>$486.00</td>
<td></td>
</tr>
<tr>
<td>6318</td>
<td>Harmony Cocktail Table</td>
<td>$308.00</td>
<td>$462.00</td>
<td></td>
</tr>
<tr>
<td>6319</td>
<td>Novel End Table</td>
<td>$381.00</td>
<td>$571.50</td>
<td></td>
</tr>
<tr>
<td>6320</td>
<td>Novel Cocktail Table</td>
<td>$421.50</td>
<td>$632.50</td>
<td></td>
</tr>
<tr>
<td>6321</td>
<td>Aria Red End Table</td>
<td>$292.00</td>
<td>$438.00</td>
<td></td>
</tr>
<tr>
<td>6322</td>
<td>Aria Red Cocktail Table</td>
<td>$308.00</td>
<td>$462.00</td>
<td></td>
</tr>
<tr>
<td>6323</td>
<td>Aria Green End Table</td>
<td>$292.00</td>
<td>$438.00</td>
<td></td>
</tr>
<tr>
<td>6324</td>
<td>Aria Green Cocktail Table</td>
<td>$308.00</td>
<td>$462.00</td>
<td></td>
</tr>
<tr>
<td>6325</td>
<td>Aria Blue End Table</td>
<td>$292.00</td>
<td>$438.00</td>
<td></td>
</tr>
<tr>
<td>6326</td>
<td>Aria Blue Cocktail Table</td>
<td>$308.00</td>
<td>$462.00</td>
<td></td>
</tr>
<tr>
<td>6327</td>
<td>Aria Purple End Table</td>
<td>$292.00</td>
<td>$438.00</td>
<td></td>
</tr>
<tr>
<td>6328</td>
<td>Aria Purple Cocktail Table</td>
<td>$308.00</td>
<td>$462.00</td>
<td></td>
</tr>
<tr>
<td>6329</td>
<td>Aria White End Table</td>
<td>$292.00</td>
<td>$438.00</td>
<td></td>
</tr>
<tr>
<td>6330</td>
<td>Aria White Console Table</td>
<td>$324.00</td>
<td>$486.00</td>
<td></td>
</tr>
<tr>
<td>6331</td>
<td>Aria White Cocktail Table</td>
<td>$308.00</td>
<td>$462.00</td>
<td></td>
</tr>
<tr>
<td>6332</td>
<td>Aria Charcoal End Table</td>
<td>$292.00</td>
<td>$438.00</td>
<td></td>
</tr>
<tr>
<td>6333</td>
<td>Aria Charcoal Cocktail Table</td>
<td>$324.00</td>
<td>$486.00</td>
<td></td>
</tr>
<tr>
<td>6334</td>
<td>Aria Charcoal Cocktail Table</td>
<td>$308.00</td>
<td>$462.00</td>
<td></td>
</tr>
<tr>
<td>6335</td>
<td>Fuze End Table</td>
<td>$316.00</td>
<td>$474.00</td>
<td></td>
</tr>
<tr>
<td>6336</td>
<td>Fuze Cocktail Table</td>
<td>$364.50</td>
<td>$547.00</td>
<td></td>
</tr>
<tr>
<td>6337</td>
<td>Fuze Console Table</td>
<td>$397.00</td>
<td>$595.50</td>
<td></td>
</tr>
<tr>
<td>6338</td>
<td>London End Table</td>
<td>$316.00</td>
<td>$474.00</td>
<td></td>
</tr>
<tr>
<td>6339</td>
<td>London Console Table</td>
<td>$397.00</td>
<td>$595.50</td>
<td></td>
</tr>
<tr>
<td>6340</td>
<td>London Cocktail Table</td>
<td>$364.50</td>
<td>$547.00</td>
<td></td>
</tr>
<tr>
<td>6341</td>
<td>Brooklyn II Square End Table</td>
<td>$267.50</td>
<td>$401.50</td>
<td></td>
</tr>
<tr>
<td>6342</td>
<td>Brooklyn II Round End Table</td>
<td>$267.50</td>
<td>$401.50</td>
<td></td>
</tr>
<tr>
<td>6343</td>
<td>Brooklyn II Rect Cocktail Table</td>
<td>$300.00</td>
<td>$450.00</td>
<td></td>
</tr>
<tr>
<td>6344</td>
<td>Brooklyn II Round Cocktail Table</td>
<td>$300.00</td>
<td>$450.00</td>
<td></td>
</tr>
</tbody>
</table>

Discount Deadline: 
June 21, 2019

Cancellation after deadline date will be charged at 75% of prevailing rate. Cancellation after installation will be 100% of prevailing rate.

All orders are subject to the terms and conditions as outlined in the Exhibitor Service Manual.

Sub Total $__________
Tax 8.310% $__________
Grand Total $__________
# Discount Standard Amount

<table>
<thead>
<tr>
<th>QTY</th>
<th>ITEM #</th>
<th>DESCRIPTION</th>
<th>DISCOUNT</th>
<th>STANDARD</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>6345</td>
<td></td>
<td>Vivid End Table</td>
<td>$292.00</td>
<td>$438.00</td>
<td></td>
</tr>
<tr>
<td>6346</td>
<td></td>
<td>Vivid Console Table</td>
<td>$324.00</td>
<td>$486.00</td>
<td></td>
</tr>
<tr>
<td>6347</td>
<td></td>
<td>Vivid Cocktail Table</td>
<td>$308.00</td>
<td>$462.00</td>
<td></td>
</tr>
<tr>
<td>6348</td>
<td></td>
<td>Club End Table w/ Built-in LED Lighting</td>
<td>$381.00</td>
<td>$571.50</td>
<td></td>
</tr>
<tr>
<td>6349</td>
<td></td>
<td>Club Cocktail Table w/ Built-in LED Lighting</td>
<td>$421.50</td>
<td>$632.50</td>
<td></td>
</tr>
<tr>
<td>6350</td>
<td></td>
<td>Rose Table</td>
<td>$332.50</td>
<td>$499.00</td>
<td></td>
</tr>
<tr>
<td>6351</td>
<td></td>
<td>Zanzibar Table</td>
<td>$332.50</td>
<td>$499.00</td>
<td></td>
</tr>
<tr>
<td>6352</td>
<td></td>
<td>Cube, Black 24&quot; End Table</td>
<td>$300.00</td>
<td>$450.00</td>
<td></td>
</tr>
<tr>
<td>6353</td>
<td></td>
<td>Cube, White 24&quot; End Table</td>
<td>$300.00</td>
<td>$450.00</td>
<td></td>
</tr>
<tr>
<td>6354</td>
<td></td>
<td>Cube, Black 24&quot; Cocktail Table</td>
<td>$292.00</td>
<td>$438.00</td>
<td></td>
</tr>
<tr>
<td>6355</td>
<td></td>
<td>Cube, White 24&quot; Cocktail Table</td>
<td>$292.00</td>
<td>$438.00</td>
<td></td>
</tr>
<tr>
<td>6356</td>
<td></td>
<td>Phoebe Table - Yellow</td>
<td>$194.50</td>
<td>$292.00</td>
<td></td>
</tr>
<tr>
<td>6357</td>
<td></td>
<td>Phoebe Table - Lime Green</td>
<td>$194.50</td>
<td>$292.00</td>
<td></td>
</tr>
<tr>
<td>6358</td>
<td></td>
<td>Phoebe Table - Rose</td>
<td>$194.50</td>
<td>$292.00</td>
<td></td>
</tr>
<tr>
<td>6359</td>
<td></td>
<td>Phoebe Table - Gold</td>
<td>$194.50</td>
<td>$292.00</td>
<td></td>
</tr>
<tr>
<td>6360</td>
<td></td>
<td>Phoebe Table - Teal</td>
<td>$194.50</td>
<td>$292.00</td>
<td></td>
</tr>
<tr>
<td>6361</td>
<td></td>
<td>Hylton Tablet Table</td>
<td>$259.50</td>
<td>$389.50</td>
<td></td>
</tr>
<tr>
<td>6362</td>
<td></td>
<td>VIP Frosted Plexi Glow Bar 6'</td>
<td>$1,102.00</td>
<td>$1,653.00</td>
<td></td>
</tr>
<tr>
<td>6363</td>
<td></td>
<td>VIP Frosted Plexi Glow Bar 4'</td>
<td>$931.50</td>
<td>$1,397.50</td>
<td></td>
</tr>
<tr>
<td>6364</td>
<td></td>
<td>Black Bar - 2 Shelf</td>
<td>$502.50</td>
<td>$754.00</td>
<td></td>
</tr>
<tr>
<td>6365</td>
<td></td>
<td>White Bar - 2 Shelf</td>
<td>$502.50</td>
<td>$754.00</td>
<td></td>
</tr>
<tr>
<td>6366</td>
<td></td>
<td>Blov Bar Back</td>
<td>$632.00</td>
<td>$948.00</td>
<td></td>
</tr>
<tr>
<td>6367</td>
<td></td>
<td>Piazza Bar Back - Black</td>
<td>$591.50</td>
<td>$887.50</td>
<td></td>
</tr>
<tr>
<td>6368</td>
<td></td>
<td>Piazza Bar Back - White</td>
<td>$591.50</td>
<td>$887.50</td>
<td></td>
</tr>
<tr>
<td>6369</td>
<td></td>
<td>Vienna Stool - Gray</td>
<td>$308.00</td>
<td>$462.00</td>
<td></td>
</tr>
<tr>
<td>6370</td>
<td></td>
<td>Vienna Stool - Orange</td>
<td>$308.00</td>
<td>$462.00</td>
<td></td>
</tr>
<tr>
<td>6371</td>
<td></td>
<td>Vienna Stool - Teal</td>
<td>$308.00</td>
<td>$462.00</td>
<td></td>
</tr>
<tr>
<td>6372</td>
<td></td>
<td>Criss Cross Bar Stool - Espresso</td>
<td>$275.50</td>
<td>$413.50</td>
<td></td>
</tr>
<tr>
<td>6373</td>
<td></td>
<td>Criss Cross Bar Stool - White</td>
<td>$275.50</td>
<td>$413.50</td>
<td></td>
</tr>
</tbody>
</table>

---

Yes, I have completed and included the Payment Authorization Form.

If you have any questions or concerns about your invoice, please visit the Fern Exhibitor Service Desk at your show/event prior to leaving. No credits or refunds will be issued after close of the show/event on items and/or services ordered and not received.

Sub Total $_______

Tax 8.310% $_______

Grand Total $_______

Cancellation after deadline date will be charged at 75% of prevailing rate. Cancellation after installation will be 100% of prevailing rate.

Requests made after the deadline will be filled, as available, at the standard rate.

All orders are subject to the terms and conditions as outlined in the Exhibitor Service Manual.

Exhibiting Company Name: ___________________________________________________________  Booth # ____________
### Discount Standard Amount

<table>
<thead>
<tr>
<th>Item #</th>
<th>Item</th>
<th>Description</th>
<th>Discount</th>
<th>Standard</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>6374</td>
<td>6374</td>
<td>Escape Bar Stool - Natural Maple</td>
<td>$235.00</td>
<td>$352.50</td>
<td></td>
</tr>
<tr>
<td>6375</td>
<td>6375</td>
<td>Silk Back Bar Stool - Black</td>
<td>$259.50</td>
<td>$389.50</td>
<td></td>
</tr>
<tr>
<td>6376</td>
<td>6376</td>
<td>Silk Back Bar Stool - White</td>
<td>$259.50</td>
<td>$389.50</td>
<td></td>
</tr>
<tr>
<td>6377</td>
<td>6377</td>
<td>Silk Back Bar Stool - Blue</td>
<td>$259.50</td>
<td>$389.50</td>
<td></td>
</tr>
<tr>
<td>6378</td>
<td>6378</td>
<td>Silk Back Bar Stool - Green</td>
<td>$259.50</td>
<td>$389.50</td>
<td></td>
</tr>
<tr>
<td>6379</td>
<td>6379</td>
<td>Silk Back Bar Stool - Purple</td>
<td>$259.50</td>
<td>$389.50</td>
<td></td>
</tr>
<tr>
<td>6380</td>
<td>6380</td>
<td>Silk Back Bar Stool - Red</td>
<td>$259.50</td>
<td>$389.50</td>
<td></td>
</tr>
<tr>
<td>6381</td>
<td>6381</td>
<td>Euro Bar Stool - Black</td>
<td>$259.50</td>
<td>$389.50</td>
<td></td>
</tr>
<tr>
<td>6382</td>
<td>6382</td>
<td>Hourglass Bar Stool - Black</td>
<td>$283.50</td>
<td>$425.50</td>
<td></td>
</tr>
<tr>
<td>6383</td>
<td>6383</td>
<td>Hourglass Bar Stool - White</td>
<td>$283.50</td>
<td>$425.50</td>
<td></td>
</tr>
<tr>
<td>6384</td>
<td>6384</td>
<td>Equino Bar Stool - Black</td>
<td>$283.50</td>
<td>$425.50</td>
<td></td>
</tr>
<tr>
<td>6385</td>
<td>6385</td>
<td>Equino Bar Stool - White</td>
<td>$283.50</td>
<td>$425.50</td>
<td></td>
</tr>
<tr>
<td>6386</td>
<td>6386</td>
<td>Nexus Stool</td>
<td>$241.50</td>
<td>$362.50</td>
<td></td>
</tr>
<tr>
<td>6387</td>
<td>6387</td>
<td>Clara Stool</td>
<td>$275.50</td>
<td>$413.50</td>
<td></td>
</tr>
<tr>
<td>6388</td>
<td>6388</td>
<td>Marcus Bar Stool - Gunmetal</td>
<td>$211.00</td>
<td>$316.50</td>
<td></td>
</tr>
<tr>
<td>6389</td>
<td>6389</td>
<td>Regal Stool - Brown Leather</td>
<td>$283.50</td>
<td>$425.50</td>
<td></td>
</tr>
<tr>
<td>6390</td>
<td>6390</td>
<td>Caprice Bar Stool - Black</td>
<td>$283.50</td>
<td>$425.50</td>
<td></td>
</tr>
<tr>
<td>6391</td>
<td>6391</td>
<td>Sonic Bar Stool - Black</td>
<td>$235.00</td>
<td>$352.50</td>
<td></td>
</tr>
<tr>
<td>6392</td>
<td>6392</td>
<td>Vienna Chair - Gray</td>
<td>$194.50</td>
<td>$292.00</td>
<td></td>
</tr>
<tr>
<td>6393</td>
<td>6393</td>
<td>Vienna Chair - Orange</td>
<td>$194.50</td>
<td>$292.00</td>
<td></td>
</tr>
<tr>
<td>6394</td>
<td>6394</td>
<td>Vienna Chair - Teal</td>
<td>$194.50</td>
<td>$292.00</td>
<td></td>
</tr>
<tr>
<td>6395</td>
<td>6395</td>
<td>Silk Back Armless Chair - Black</td>
<td>$162.00</td>
<td>$243.00</td>
<td></td>
</tr>
<tr>
<td>6396</td>
<td>6396</td>
<td>Silk Back Armless Chair - White</td>
<td>$162.00</td>
<td>$243.00</td>
<td></td>
</tr>
<tr>
<td>6397</td>
<td>6397</td>
<td>Silk Back Armless Chair - Blue</td>
<td>$162.00</td>
<td>$243.00</td>
<td></td>
</tr>
<tr>
<td>6398</td>
<td>6398</td>
<td>Silk Back Armless Chair - Green</td>
<td>$162.00</td>
<td>$243.00</td>
<td></td>
</tr>
<tr>
<td>6399</td>
<td>6399</td>
<td>Silk Back Armless Chair - Purple</td>
<td>$162.00</td>
<td>$243.00</td>
<td></td>
</tr>
<tr>
<td>6400</td>
<td>6400</td>
<td>Silk Back Armless Chair - Red</td>
<td>$162.00</td>
<td>$243.00</td>
<td></td>
</tr>
<tr>
<td>6401</td>
<td>6401</td>
<td>Nexus Chair</td>
<td>$194.50</td>
<td>$292.00</td>
<td></td>
</tr>
<tr>
<td>6402</td>
<td>6402</td>
<td>Clara Chair</td>
<td>$186.50</td>
<td>$280.00</td>
<td></td>
</tr>
</tbody>
</table>

Sub Total: $________

Tax 8.310%: $________

Grand Total: $________

Cancellation after deadline date will be charged at 75% of prevailing rate. Cancellation after installation will be 100% of prevailing rate.

Requests made after the deadline will be filled, as available, at the standard rate.

All orders are subject to the terms and conditions as outlined in the Exhibitor Service Manual.

Yes, I have completed and included the Payment Authorization Form.

If you have any questions or concerns about your invoice, please visit the Fern Exhibitor Service Desk at your show/event prior to leaving. No credits or refunds will be issued after close of the show/event on items and/or services ordered and not received.

Exhibiting Company Name: ___________________________________________________________   Booth #: ____________
### Discount Standard Amount

<table>
<thead>
<tr>
<th>Item #</th>
<th>Discount</th>
<th>Standard</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>6403</td>
<td>146.00</td>
<td>219.00</td>
<td></td>
</tr>
<tr>
<td>6404</td>
<td>186.50</td>
<td>280.00</td>
<td></td>
</tr>
<tr>
<td>6405</td>
<td>186.50</td>
<td>280.00</td>
<td></td>
</tr>
<tr>
<td>6406</td>
<td>162.00</td>
<td>243.00</td>
<td></td>
</tr>
<tr>
<td>6407</td>
<td>162.00</td>
<td>243.00</td>
<td></td>
</tr>
<tr>
<td>6408</td>
<td>227.00</td>
<td>340.50</td>
<td></td>
</tr>
<tr>
<td>6409</td>
<td>211.00</td>
<td>316.50</td>
<td></td>
</tr>
<tr>
<td>6410</td>
<td>235.00</td>
<td>352.50</td>
<td></td>
</tr>
<tr>
<td>6411</td>
<td>162.00</td>
<td>243.00</td>
<td></td>
</tr>
<tr>
<td>6412</td>
<td>162.00</td>
<td>243.00</td>
<td></td>
</tr>
<tr>
<td>6413</td>
<td>292.00</td>
<td>438.00</td>
<td></td>
</tr>
<tr>
<td>6414</td>
<td>300.00</td>
<td>450.00</td>
<td></td>
</tr>
<tr>
<td>6415</td>
<td>292.00</td>
<td>438.00</td>
<td></td>
</tr>
<tr>
<td>6416</td>
<td>300.00</td>
<td>450.00</td>
<td></td>
</tr>
<tr>
<td>6417</td>
<td>292.00</td>
<td>438.00</td>
<td></td>
</tr>
<tr>
<td>6418</td>
<td>300.00</td>
<td>450.00</td>
<td></td>
</tr>
<tr>
<td>6419</td>
<td>292.00</td>
<td>438.00</td>
<td></td>
</tr>
<tr>
<td>6420</td>
<td>300.00</td>
<td>450.00</td>
<td></td>
</tr>
<tr>
<td>6421</td>
<td>292.00</td>
<td>438.00</td>
<td></td>
</tr>
<tr>
<td>6422</td>
<td>300.00</td>
<td>450.00</td>
<td></td>
</tr>
<tr>
<td>6423</td>
<td>292.00</td>
<td>438.00</td>
<td></td>
</tr>
<tr>
<td>6424</td>
<td>300.00</td>
<td>450.00</td>
<td></td>
</tr>
<tr>
<td>6425</td>
<td>340.50</td>
<td>511.00</td>
<td></td>
</tr>
<tr>
<td>6426</td>
<td>292.00</td>
<td>438.00</td>
<td></td>
</tr>
<tr>
<td>6427</td>
<td>462.00</td>
<td>693.00</td>
<td></td>
</tr>
<tr>
<td>6428</td>
<td>324.00</td>
<td>486.00</td>
<td></td>
</tr>
<tr>
<td>6429</td>
<td>324.00</td>
<td>486.00</td>
<td></td>
</tr>
<tr>
<td>6430</td>
<td>324.00</td>
<td>486.00</td>
<td></td>
</tr>
<tr>
<td>6431</td>
<td>324.00</td>
<td>486.00</td>
<td></td>
</tr>
</tbody>
</table>

Sub Total: $_______
Tax 8.310%: $_______
Grand Total: $_______

Cancellation after deadline date will be charged at 75% of prevailing rate. Cancellation after installation will be 100% of prevailing rate.

Requests made after the deadline will be filled, as available, at the standard rate.

All orders are subject to the terms and conditions as outlined in the Exhibitor Service Manual.

Yes, I have completed and included the Payment Authorization Form.

If you have any questions or concerns about your invoice, please visit the Fern Exhibitor Service Desk at your show/event prior to leaving. No credits or refunds will be issued after close of the show/event on items and/or services ordered and not received.

Exhibiting Company Name: ________________________________  Booth #: ____________
<table>
<thead>
<tr>
<th>QTY</th>
<th>ITEM #</th>
<th>DESCRIPTION</th>
<th>DISCOUNT</th>
<th>STANDARD</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>6432</td>
<td>Chardonnay Glass &amp; Chrome Bar Table</td>
<td>$421.50</td>
<td>$632.50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6433</td>
<td>Zinc Bar Table</td>
<td>$445.50</td>
<td>$668.50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6434</td>
<td>Aspen Bar Table</td>
<td>$842.50</td>
<td>$1,264.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6435</td>
<td>Euro Café Table Black/Black 30” Round</td>
<td>$292.00</td>
<td>$438.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6436</td>
<td>Euro Café Table Black/Black 36” Round</td>
<td>$300.00</td>
<td>$450.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6437</td>
<td>Silk Café Table Black/Chrome 30” Round</td>
<td>$292.00</td>
<td>$438.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6438</td>
<td>Silk Café Table Black/Chrome 36” Round</td>
<td>$300.00</td>
<td>$450.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6439</td>
<td>Park Ave Café Table Maple/Chrome 30” Round</td>
<td>$292.00</td>
<td>$438.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6440</td>
<td>Park Ave Café Table Maple/Chrome 36” Round</td>
<td>$300.00</td>
<td>$450.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6441</td>
<td>City Café Table Maple/Black 30” Round</td>
<td>$292.00</td>
<td>$438.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6442</td>
<td>City Café Table Maple/Black 36” Round</td>
<td>$300.00</td>
<td>$450.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6443</td>
<td>Summit Café Table White/Black 30” Round</td>
<td>$292.00</td>
<td>$438.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6444</td>
<td>Summit Café Table White/Black 36” Round</td>
<td>$300.00</td>
<td>$450.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6445</td>
<td>Blanco Café Table White/Chrome 30” Round</td>
<td>$292.00</td>
<td>$438.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6446</td>
<td>Blanco Café Table White/Chrome 36” Round</td>
<td>$300.00</td>
<td>$450.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6447</td>
<td>Fuze Café Table</td>
<td>$332.50</td>
<td>$499.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6448</td>
<td>Blanco Café Table White/Chrome 24” Square</td>
<td>$292.00</td>
<td>$438.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6449</td>
<td>Blanco Café Table White/Chrome Rectangle</td>
<td>$462.00</td>
<td>$693.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6450</td>
<td>Spectrum Café Table Red</td>
<td>$316.00</td>
<td>$474.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6451</td>
<td>Spectrum Café Table Blue</td>
<td>$316.00</td>
<td>$474.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6452</td>
<td>Spectrum Café Table Purple</td>
<td>$316.00</td>
<td>$474.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6453</td>
<td>Spectrum Café Table Green</td>
<td>$316.00</td>
<td>$474.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6454</td>
<td>Aspen Dining Table</td>
<td>$713.00</td>
<td>$1,069.50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6455</td>
<td>Brio Dining Table</td>
<td>$972.00</td>
<td>$1,458.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6456</td>
<td>Tamiri Black Leather High Back Chair</td>
<td>$381.00</td>
<td>$571.50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6457</td>
<td>Tamiri Black Leather Mid Back Chair</td>
<td>$324.00</td>
<td>$486.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6458</td>
<td>Tamiri Black Leather Guest Chair</td>
<td>$300.00</td>
<td>$450.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6459</td>
<td>Accord Black Leather High Back</td>
<td>$470.00</td>
<td>$705.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6460</td>
<td>Accord White Leather High Back</td>
<td>$470.00</td>
<td>$705.00</td>
<td></td>
</tr>
</tbody>
</table>

Sub Total $  
Tax 8.310% $  
Grand Total $  

Yes, I have completed and included the Payment Authorization Form.

If you have any questions or concerns about your invoice, please visit the Fern Exhibitor Service Desk at your show/event prior to leaving. No credits or refunds will be issued after close of the show/event on items and/or services ordered and not received.

Cancellation after deadline date will be charged at 75% of prevailing rate. Cancellation after installation will be 100% of prevailing rate.

Requests made after the deadline will be filled, as available, at the standard rate.

All orders are subject to the terms and conditions as outlined in the Exhibitor Service Manual.

Exhibiting Company Name: ____________________________ Booth # ____________
### Discount Deadline:

**June 21, 2019**

**July 11 - 12, 2019**

**Colorado Convention Center, Denver, Colorado**

07-02737-19

[Click here](#) to view the Premium Furniture Brochure

<table>
<thead>
<tr>
<th>QTY</th>
<th>ITEM #</th>
<th>DESCRIPTION</th>
<th>DISCOUNT</th>
<th>STANDARD</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>6461</td>
<td>Goal Black Task Chair With Arms</td>
<td>$243.00</td>
<td>$364.50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6462</td>
<td>Goal Black Task Chair Armless</td>
<td>$227.00</td>
<td>$340.50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6463</td>
<td>Enterprise High Back Black Fabric Conference Chair</td>
<td>$332.50</td>
<td>$499.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6464</td>
<td>Enterprise Mid Back Black Fabric Conference Chair</td>
<td>$300.00</td>
<td>$450.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6465</td>
<td>Enterprise Guest Black Fabric Conference Chair</td>
<td>$275.50</td>
<td>$413.50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6466</td>
<td>Goal Black Drafting Stool - Arms</td>
<td>$259.50</td>
<td>$389.50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6467</td>
<td>Goal Black Drafting Stool - Armless</td>
<td>$243.00</td>
<td>$364.50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6468</td>
<td>42&quot; Round Conference Table - Black</td>
<td>$413.50</td>
<td>$620.50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6469</td>
<td>42&quot; Round Conference Table - Mahogany</td>
<td>$413.50</td>
<td>$620.50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6470</td>
<td>Conference Rectangle Table 6' - Black</td>
<td>$705.00</td>
<td>$1,057.50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6471</td>
<td>Conference Rectangle Table 6' - Mahogany</td>
<td>$705.00</td>
<td>$1,057.50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6472</td>
<td>Conference Rectangle Table 6' - Maple</td>
<td>$705.00</td>
<td>$1,057.50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6473</td>
<td>Conference Rectangle Table 6' - White</td>
<td>$745.50</td>
<td>$1,118.50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6474</td>
<td>Conference Rectangle Table 8' - Black</td>
<td>$761.50</td>
<td>$1,142.50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6475</td>
<td>Conference Rectangle Table 8' - Mahogany</td>
<td>$761.50</td>
<td>$1,142.50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6476</td>
<td>Conference Rectangle Table 8' - Maple</td>
<td>$761.50</td>
<td>$1,142.50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6477</td>
<td>Conference Rectangle Table 8' - White</td>
<td>$802.00</td>
<td>$1,203.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6478</td>
<td>Computer Kiosk - Black</td>
<td>$616.00</td>
<td>$924.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6479</td>
<td>Computer Kiosk - White</td>
<td>$616.00</td>
<td>$924.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6480</td>
<td>Computer Counter</td>
<td>$300.00</td>
<td>$450.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6481</td>
<td>Computer Desk</td>
<td>$283.50</td>
<td>$425.50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6482</td>
<td>5 Shelf Bookcase - Black</td>
<td>$591.50</td>
<td>$887.50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6483</td>
<td>5 Shelf Bookcase - Mahogany</td>
<td>$591.50</td>
<td>$887.50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6484</td>
<td>Black Credenza</td>
<td>$551.00</td>
<td>$826.50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6485</td>
<td>Black Double Pedestal Desk</td>
<td>$632.00</td>
<td>$948.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6486</td>
<td>Genoa Storage Credenza - Mahogany - 2 Drawer</td>
<td>$551.00</td>
<td>$826.50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6487</td>
<td>Genoa Kneespace Storage Credenza - Mahogany</td>
<td>$510.50</td>
<td>$766.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6488</td>
<td>Genoa Exec. Desk - Mahogany - Double Pedestal</td>
<td>$656.50</td>
<td>$985.00</td>
<td></td>
</tr>
</tbody>
</table>

Yes, I have completed and included the Payment Authorization Form.

If you have any questions or concerns about your invoice, please visit the Fern Exhibitor Service Desk at your show/event prior to leaving. No credits or refunds will be issued after close of the show/event on items and/or services ordered and not received.

If you have any questions or concerns about your invoice, please visit the Fern Exhibitor Service Desk at your show/event prior to leaving. No credits or refunds will be issued after close of the show/event on items and/or services ordered and not received.

Cancelling after deadline date will be charged at 75% of prevailing rate. Cancellation after installation will be 100% of prevailing rate.

Requests made after the deadline will be filled, as available, at the standard rate.

All orders are subject to the terms and conditions as outlined in the Exhibitor Service Manual.

Exhibiting Company Name: ___________________________________________   Booth #: ____________

Sub Total $________

Tax 8.310% $________

Grand Total $________
### Discount Standard Amount

<table>
<thead>
<tr>
<th>ITEM #</th>
<th>DESCRIPTION</th>
<th>QTY</th>
<th>DISCOUNT</th>
<th>STANDARD</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>6489</td>
<td>Vivid Café - Square Table Glass</td>
<td></td>
<td>510.50</td>
<td>766.00</td>
<td></td>
</tr>
<tr>
<td>6490</td>
<td>Vivid Café - Rectangle Table Glass</td>
<td></td>
<td>591.50</td>
<td>887.50</td>
<td></td>
</tr>
<tr>
<td>6491</td>
<td>Brooklyn II Rect Dining Table</td>
<td></td>
<td>616.00</td>
<td>924.00</td>
<td></td>
</tr>
<tr>
<td>6492</td>
<td>Brooklyn II Round Dining Table</td>
<td></td>
<td>478.00</td>
<td>717.00</td>
<td></td>
</tr>
<tr>
<td>6493</td>
<td>Aspen Dining Table</td>
<td></td>
<td>713.00</td>
<td>1,069.50</td>
<td></td>
</tr>
<tr>
<td>6494</td>
<td>Brio Dining Table</td>
<td></td>
<td>972.00</td>
<td>1,458.00</td>
<td></td>
</tr>
<tr>
<td>6495</td>
<td>2 Drawer Vertical File - Letter Size Black</td>
<td></td>
<td>202.50</td>
<td>304.00</td>
<td></td>
</tr>
<tr>
<td>6496</td>
<td>2 Drawer Vertical File - Legal Size Black</td>
<td></td>
<td>259.50</td>
<td>389.50</td>
<td></td>
</tr>
<tr>
<td>6497</td>
<td>4 Drawer Vertical File - Letter Size Black</td>
<td></td>
<td>267.50</td>
<td>401.50</td>
<td></td>
</tr>
<tr>
<td>6498</td>
<td>4 Drawer Vertical File - Legal Size Black</td>
<td></td>
<td>300.00</td>
<td>450.00</td>
<td></td>
</tr>
<tr>
<td>6499</td>
<td>2 Drawer Lateral File - Black</td>
<td></td>
<td>267.50</td>
<td>401.50</td>
<td></td>
</tr>
<tr>
<td>6500</td>
<td>2 Drawer Lateral File - Black</td>
<td></td>
<td>316.00</td>
<td>474.00</td>
<td></td>
</tr>
<tr>
<td>6501</td>
<td>4 Drawer Lateral File - Black</td>
<td></td>
<td>340.50</td>
<td>511.00</td>
<td></td>
</tr>
<tr>
<td>6502</td>
<td>Storage Cabinet - Black</td>
<td></td>
<td>340.50</td>
<td>511.00</td>
<td></td>
</tr>
<tr>
<td>6503</td>
<td>Display Pedestal 14&quot; x 42&quot; Black</td>
<td></td>
<td>405.00</td>
<td>607.50</td>
<td></td>
</tr>
<tr>
<td>6504</td>
<td>Display Pedestal 24&quot; x 42&quot; Black</td>
<td></td>
<td>494.50</td>
<td>742.00</td>
<td></td>
</tr>
<tr>
<td>6505</td>
<td>Display Pedestal 18&quot; x 42&quot; Black</td>
<td></td>
<td>454.00</td>
<td>681.00</td>
<td></td>
</tr>
<tr>
<td>6506</td>
<td>Display Pedestal 14&quot; x 42&quot; White</td>
<td></td>
<td>405.00</td>
<td>607.50</td>
<td></td>
</tr>
<tr>
<td>6507</td>
<td>Display Pedestal 14&quot; x 36&quot; Black</td>
<td></td>
<td>348.50</td>
<td>523.00</td>
<td></td>
</tr>
<tr>
<td>6508</td>
<td>Display Pedestal 24&quot; x 36&quot; Black</td>
<td></td>
<td>494.50</td>
<td>742.00</td>
<td></td>
</tr>
<tr>
<td>6509</td>
<td>Display Pedestal 14&quot; x 36&quot; White</td>
<td></td>
<td>348.50</td>
<td>523.00</td>
<td></td>
</tr>
<tr>
<td>6510</td>
<td>Display Pedestal 24&quot; x 36&quot; White</td>
<td></td>
<td>494.50</td>
<td>742.00</td>
<td></td>
</tr>
<tr>
<td>6511</td>
<td>Display Pedestal 14&quot; x 30&quot; Black</td>
<td></td>
<td>316.00</td>
<td>474.00</td>
<td></td>
</tr>
<tr>
<td>6512</td>
<td>Display Pedestal 24&quot; x 30&quot; Black</td>
<td></td>
<td>470.00</td>
<td>705.00</td>
<td></td>
</tr>
<tr>
<td>6513</td>
<td>Display Pedestal 18&quot; x 30&quot; Black</td>
<td></td>
<td>332.50</td>
<td>499.00</td>
<td></td>
</tr>
<tr>
<td>6514</td>
<td>Display Pedestal 14&quot; x 30&quot; White</td>
<td></td>
<td>316.00</td>
<td>474.00</td>
<td></td>
</tr>
<tr>
<td>6515</td>
<td>Locking Pedestal Black</td>
<td></td>
<td>616.00</td>
<td>924.00</td>
<td></td>
</tr>
<tr>
<td>6516</td>
<td>Locking Pedestal White</td>
<td></td>
<td>616.00</td>
<td>924.00</td>
<td></td>
</tr>
<tr>
<td>6517</td>
<td>Fuze Pedestal</td>
<td></td>
<td>340.50</td>
<td>511.00</td>
<td></td>
</tr>
<tr>
<td>6518</td>
<td>London Pedestal</td>
<td></td>
<td>340.50</td>
<td>511.00</td>
<td></td>
</tr>
</tbody>
</table>

**Discount Deadline:**
July 11 - 12, 2019
Colorado Convention Center, Denver, Colorado
07-02737-19

**Click here** to view the Premium Furniture Brochure

---

**Exhibiting Company Name:** __________________________________________________________   Booth # ____________

Cancellation after deadline date will be charged at 75% of prevailing rate. Cancellation after installation will be 100% of prevailing rate.
Requests made after the deadline will be filled, as available, at the standard rate.
All orders are subject to the terms and conditions as outlined in the Exhibitor Service Manual.
<table>
<thead>
<tr>
<th>QTY</th>
<th>ITEM #</th>
<th>DESCRIPTION</th>
<th>DISCOUNT</th>
<th>STANDARD</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>6519</td>
<td>Stanchion Chrome</td>
<td>$ 89.50</td>
<td>$ 134.50</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>6520</td>
<td>Stanchion Rope - Red Velour</td>
<td>$ 49.00</td>
<td>$ 73.50</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>6521</td>
<td>Literature Stand - Black</td>
<td>$ 227.00</td>
<td>$ 340.50</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>6522</td>
<td>Literature Stand - Aluminum</td>
<td>$ 227.00</td>
<td>$ 340.50</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>6523</td>
<td>Literature Rack - Black Metal</td>
<td>$ 235.00</td>
<td>$ 352.50</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>6524</td>
<td>Compact Refrigerator White - 4.0 Cu Ft</td>
<td>$ 421.50</td>
<td>$ 632.50</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>6525</td>
<td>iPad® Stand Black</td>
<td>$ 259.50</td>
<td>$ 389.50</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>6526</td>
<td>iPad® Stand Silver</td>
<td>$ 259.50</td>
<td>$ 389.50</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>6527</td>
<td>Brushed Steel Table Lamp - White</td>
<td>$ 146.00</td>
<td>$ 219.00</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>6528</td>
<td>Brushed Steel Floor Lamp - White</td>
<td>$ 211.00</td>
<td>$ 316.50</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>6529</td>
<td>Brushed Nickel Table Lamp - White</td>
<td>$ 146.00</td>
<td>$ 219.00</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>6530</td>
<td>Brushed Nickel Floor Lamp - White</td>
<td>$ 211.00</td>
<td>$ 316.50</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>6531</td>
<td>Rubbed Bronze Table Lamp - White</td>
<td>$ 146.00</td>
<td>$ 219.00</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>6532</td>
<td>Rubbed Bronze Floor Lamp - White</td>
<td>$ 211.00</td>
<td>$ 316.50</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>6533</td>
<td>Brushed Steel Table Lamp - Red</td>
<td>$ 146.00</td>
<td>$ 219.00</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>6534</td>
<td>Brushed Steel Floor Lamp - Red</td>
<td>$ 211.00</td>
<td>$ 316.50</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>6535</td>
<td>Neutrino Steel Floor Lamp - Steel</td>
<td>$ 211.00</td>
<td>$ 316.50</td>
<td>$</td>
</tr>
</tbody>
</table>

Yes, I have completed and included the Payment Authorization Form.

If you have any questions or concerns about your invoice, please visit the Fern Exhibitor Service Desk at your show/event prior to leaving. No credits or refunds will be issued after close of the show/event on items and/or services ordered and not received.

Sub Total $________________________ Tax 8.310% $________________________ Grand Total $________________________

Cancellation after deadline date will be charged at 75% of prevailing rate. Cancellation after installation will be 100% of prevailing rate.
Requests made after the deadline will be filled, as available, at the standard rate.
All orders are subject to the terms and conditions as outlined in the Exhibitor Service Manual.

Exhibiting Company Name: ___________________________________________________________ Booth # ____________
NACUFS 2019 Showcase
July 11 - 12, 2019
Colorado Convention Center, Denver, Colorado
07-02737-19

Click here to view carpet color samples

STANDARD CARPET

- Black (04)
- Ocean (OC)
- Ruby (RU)
- Gray (09)
- Madison (80)
- Denim (DE)
- Indigo (IN)
- Red (14)
- Evergreen (41)

Standard carpet is a 13 oz. carpet available in 10 colors in 10 ft. width. Standard carpet price includes rental, installation, removal and front edge taping only. If additional color options are desired, refer to the Custom Plush Carpet Rental form.

STANDARD CARPET PACKAGE - INLINE BOOTHS ONLY

Standard Carpet Package includes carpet & padding

<table>
<thead>
<tr>
<th>ITEM #</th>
<th>DESCRIPTION</th>
<th>DISCOUNT RATE</th>
<th>STANDARD RATE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>309</td>
<td>10 ft. x 10 ft. Standard Carpet &amp; Padding</td>
<td>$ 261.50</td>
<td>$ 365.75</td>
<td></td>
</tr>
<tr>
<td>310</td>
<td>10 ft. x 20 ft. Standard Carpet &amp; Padding</td>
<td>$ 523.00</td>
<td>$ 731.50</td>
<td></td>
</tr>
<tr>
<td>311</td>
<td>10 ft. x 30 ft. Standard Carpet &amp; Padding</td>
<td>$ 784.50</td>
<td>$ 1,097.25</td>
<td></td>
</tr>
<tr>
<td>312</td>
<td>10 ft. x 40 ft. Standard Carpet &amp; Padding</td>
<td>$ 1,046.00</td>
<td>$ 1,463.00</td>
<td></td>
</tr>
</tbody>
</table>

STANDARD CARPET ONLY - INLINE BOOTHS ONLY

<table>
<thead>
<tr>
<th>ITEM #</th>
<th>DESCRIPTION</th>
<th>DISCOUNT RATE</th>
<th>STANDARD RATE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>301</td>
<td>10 ft. x 10 ft. Standard Carpet</td>
<td>$ 209.25</td>
<td>$ 293.25</td>
<td></td>
</tr>
<tr>
<td>302</td>
<td>10 ft. x 20 ft. Standard Carpet</td>
<td>$ 418.50</td>
<td>$ 586.50</td>
<td></td>
</tr>
<tr>
<td>303</td>
<td>10 ft. x 30 ft. Standard Carpet</td>
<td>$ 627.75</td>
<td>$ 879.75</td>
<td></td>
</tr>
<tr>
<td>304</td>
<td>10 ft. x 40 ft. Standard Carpet</td>
<td>$ 837.00</td>
<td>$ 1,173.00</td>
<td></td>
</tr>
</tbody>
</table>

COMPLETE AREA (requires a minimum order of 100 sq. ft.) - ISLAND AND PENINSULA BOOTHS

Please select option(s) below and calculate square footage.

- 314 Standard Carpet
- 350 Padded Area Size
- 360 Plastic Covering

Prices below are per sq. ft.

<table>
<thead>
<tr>
<th>ITEM #</th>
<th>DESCRIPTION</th>
<th>SQUARE FOOTAGE</th>
<th>DISCOUNT RATE</th>
<th>STANDARD RATE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>314</td>
<td>Standard Carpet</td>
<td>___ft. x ___ft. = ___sq. ft.</td>
<td>$ 4.03</td>
<td>$ 5.38</td>
<td></td>
</tr>
<tr>
<td>350</td>
<td>Padded Area Size</td>
<td>___ft. x ___ft. = ___sq. ft.</td>
<td>$ 1.08</td>
<td>$ 1.47</td>
<td></td>
</tr>
<tr>
<td>360</td>
<td>Plastic Covering</td>
<td>___ft. x ___ft. = ___sq. ft.</td>
<td>$ 0.53</td>
<td>$ 0.71</td>
<td></td>
</tr>
</tbody>
</table>

Yes, I have completed and included the Payment Authorization Form.

If you have any questions or concerns about your invoice, please visit the Fern Exhibitor Service Center at your show/event prior to leaving. No credits or refunds will be issued after close of the show/event on items and/or services ordered and not received.

Cancellation after deadline date will be charged at 50% of prevailing rate. Cancellation after installation will be 100% of prevailing rate.

Requests made after the deadline will be filled, as available, at the standard rate.

All orders are subject to the terms and conditions as outlined in the Exhibitor Service Manual.

Exhibiting Company Name: ___________________________________________________________ Booth # ____________
NACUFS 2019 Showcase
July 11 - 12, 2019
Colorado Convention Center, Denver, Colorado
07-02737-19

Click here to view carpet color samples

CUSTOM PLUSH CARPET (requires a minimum order of 100 sq. ft.)
- Berry (51)
- Blue Mist (68)
- Burgundy (48)
- Charcoal (66)
- Cherry Red (46)
- Colony Blue (62)
- Ebony (47)
- Emerald (67)
- French Beige (65)
- Gray Pearl (64)
- Mocha (61)
- White (63)

Custom Plush carpet is an upgraded 34 oz. carpet in 12 decorator colors. Custom Plush carpet price includes laying, trimming, seaming, wastage, edge taping, rental and removal of carpet specifically cut to your exact measurements. Order must be received by Discount Deadline in order to ensure availability of color selection.

CUSTOM PLUSH CARPET PACKAGE - INLINE BOOTHS ONLY
Custom Plush Carpet Package includes carpet and padding

<table>
<thead>
<tr>
<th>ITEM #</th>
<th>DESCRIPTION</th>
<th>DISCOUNT RATE</th>
<th>STANDARD RATE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>335</td>
<td>10 ft. x 10 ft. Custom Plush Carpet &amp; Padding</td>
<td>$437.00</td>
<td>$589.00</td>
<td>$</td>
</tr>
<tr>
<td>336</td>
<td>10 ft. x 20 ft. Custom Plush Carpet &amp; Padding</td>
<td>$874.00</td>
<td>$1,178.00</td>
<td>$</td>
</tr>
<tr>
<td>337</td>
<td>10 ft. x 30 ft. Custom Plush Carpet &amp; Padding</td>
<td>$1,311.00</td>
<td>$1,767.00</td>
<td>$</td>
</tr>
<tr>
<td>338</td>
<td>10 ft. x 40 ft. Custom Plush Carpet &amp; Padding</td>
<td>$1,748.00</td>
<td>$2,356.00</td>
<td>$</td>
</tr>
</tbody>
</table>

CUSTOM PLUSH CARPET ONLY - INLINE BOOTHS ONLY

<table>
<thead>
<tr>
<th>ITEM #</th>
<th>DESCRIPTION</th>
<th>DISCOUNT RATE</th>
<th>STANDARD RATE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>331</td>
<td>10 ft. x 10 ft. Custom Plush Carpet</td>
<td>$405.25</td>
<td>$567.50</td>
<td>$</td>
</tr>
<tr>
<td>332</td>
<td>10 ft. x 20 ft. Custom Plush Carpet</td>
<td>$810.50</td>
<td>$1,135.00</td>
<td>$</td>
</tr>
<tr>
<td>333</td>
<td>10 ft. x 30 ft. Custom Plush Carpet</td>
<td>$1,215.75</td>
<td>$1,702.50</td>
<td>$</td>
</tr>
<tr>
<td>334</td>
<td>10 ft. x 40 ft. Custom Plush Carpet</td>
<td>$1,621.00</td>
<td>$2,270.00</td>
<td>$</td>
</tr>
</tbody>
</table>

COMPLETE AREA (requires a minimum order of 100 sq. ft.) - ISLAND AND PENINSULA BOOTHS
Please select option(s) below and calculate square footage.

<table>
<thead>
<tr>
<th>QTY</th>
<th>ITEM #</th>
<th>DESCRIPTION</th>
<th>SQUARE FOOTAGE</th>
<th>DISCOUNT RATE</th>
<th>STANDARD RATE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>328</td>
<td>Custom Plush Carpet</td>
<td>______ ft. x ______ ft. = ______ sq. ft.</td>
<td>$4.68</td>
<td>$6.32</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>350</td>
<td>Padded Area Size</td>
<td>______ ft. x ______ ft. = ______ sq. ft.</td>
<td>$1.08</td>
<td>$1.47</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>360</td>
<td>Plastic Covering</td>
<td>______ ft. x ______ ft. = ______ sq. ft.</td>
<td>$0.53</td>
<td>$0.71</td>
<td>$</td>
</tr>
</tbody>
</table>

Sub Total $  
Tax 8.310% $  
Grand Total $  

Cancellation after deadline date will be charged at 50% of prevailing rate. Cancellation after installation will be 100% of prevailing rate. Requests made after the deadline will be filled, as available, at the standard rate. All orders are subject to the terms and conditions as outlined in the Exhibitor Service Manual.

Exhibiting Company Name: ___________________________  Booth # ____________

Form# 03-719
Click here for Premium Vinyl Flooring color options

**PREMIUM VINYL FLOORING**

*Orders received after the deadline date will not be honored.*

100 sq. ft. minimum order required.

FernFlex is a PVC encapsulated fiberglass floor which has superior strength and stability. FernFlex is a 125 gauge thick product which has a 10 mil wear layer and can be used inside or outside. If running electrical, AV cords, etc. under the flooring, it is highly suggested to order vinyl floor padding.

<table>
<thead>
<tr>
<th>ITEM #</th>
<th>DESCRIPTION</th>
<th>RATE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>380</td>
<td>Premium Vinyl Flooring</td>
<td>$4.34</td>
<td>$</td>
</tr>
</tbody>
</table>

Select Color:
- Blackwood (BC)
- Brazilian Walnut (BW)
- Barnwood (BA)
- Rustic Cherry (RC)
- Dark Maple (DM)
- Light Maple (LM)
- Onyx (ON)
- Concrete (CO)
- Snow (SN)
- Checkerboard (CK)
- Silverwood (SW)

<table>
<thead>
<tr>
<th>ITEM #</th>
<th>DESCRIPTION</th>
<th>RATE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>381</td>
<td>Vinyl Floor Padding</td>
<td>$2.06</td>
<td>$</td>
</tr>
</tbody>
</table>

Sub Total $ 
Tax 8.310% $ 
Grand Total $ 

Cancellation after deadline date will be charged at 50% of prevailing rate. Cancellation after installation will be 100% of prevailing rate. Requests made after the deadline will be filled, as available, at the standard rate.

All orders are subject to the terms and conditions as outlined in the Exhibitor Service Manual.
CLEANING SERVICES
All rental carpets ordered from Fern Exposition and Event Services are installed in clean condition. Any cleaning service required within your booth space for debris accumulated during set-up and exhibit hours should be ordered below. Cleaning will be done each evening. Any cleaning service required within your booth the following morning will result in a re-vacuum charge of $0.21 per sq. ft. There will be an additional charge for cleaning carpets that are subjected to excessive wear and tear such as wood or metal shavings generated by demonstrations, food sampling, landscape, etc.

VACUUM/SHAMPOO/MOP
All rates are based on the total square footage of your exhibit space (100 sq. ft. minimum)

- ☐ 903 Vacuum - DAILY of carpet, empty wastebaskets before initial opening of exhibit and daily thereafter.
- ☐ 901 Vacuum - ONCE of carpet, empty wastebaskets ONCE before initial opening of exhibit.
- ☐ 907 Mopping - ONCE of tile / linoleum / floor covering, empty wastebaskets ONCE before initial opening of exhibit.

Prices below are per square foot

- ☐ $ 0.54 (Per Day)
- ☐ $ 0.59

PORTER SERVICE
(915) Porter Service includes emptying wastebaskets and policing exhibit space at two hour intervals during show hours. These services are offered on a daily basis.

- ☐ $ 225.00

ESTIMATED CLEANING SERVICE COST
Exhibit Space: ______ ft. X ______ ft. = ______ sq. ft. (100 sq. ft. minimum) X $___________ per sq. ft. X ______ days = $___________
Porter Service: $ 225.00 X ________ days = $ ________

☐ Yes, I have completed and included the Payment Authorization Form.

Sub Total $ ____________
Grand Total $ ____________

Cancellation of any portion of cleaning order after deadline date will be charged at 25% of order. Requests made after the deadline will be filled as work force is available. All orders are subject to the terms and conditions as outlined in the Exhibitor Service Manual.

Exhibiting Company Name: ___________________ Booth # ____________
Form # 09-716
# NACUFS 2019 Showcase

July 11 - 12, 2019  
Colorado Convention Center, Denver, Colorado  
07-02737-19

[Click here](#) to view the brochure

---

### FABRIC BACKWALLS

<table>
<thead>
<tr>
<th>QTY</th>
<th>ITEM #</th>
<th>DESCRIPTION</th>
<th>PURCHASE PRICE</th>
<th>AMOUNT</th>
</tr>
</thead>
</table>
|     | 4502   | 10' Pop-up  
- 118”w x 89”h x 23.5”d  
- Frame with Dye Graphic, (2) Lights and Wheeled Bag | $ 2,099.00 |       |
|     | 4504   | 10' Backlit Pop-up  
- 117”w x 89”h x 23.5”d  
- Frame with Backlit Dye Graphic, Lights and (5) Soft-Sided Bags | $ 3,300.00 |       |
|     | 4506   | 10' Pop-up w/ Media Mount  
- 117”w x 89”h x 23.5”d  
- Frame with Dye Graphic, (1) Light and (1) Hard Case  
- Accessory: (1) Monitor Bracket (VESA 400x400 Max)  
  Note: Frame can support a maximum 30lbs load | $ 3,354.00 |       |

### FABRIC HANGING SIGNS

<table>
<thead>
<tr>
<th>QTY</th>
<th>ITEM #</th>
<th>DESCRIPTION</th>
<th>PURCHASE PRICE</th>
<th>AMOUNT</th>
</tr>
</thead>
</table>
|     | 4508   | Ring Hanging Sign  
- 16”x48”h  
- Single Sided Graphic  
- Includes frame and hanging cables packed into a nylon bag | $ 3,742.00 |       |
|     | 4512   | Square Hanging Sign  
- 10’x48”h  
- Single Sided Graphic  
- Includes frame and hanging cables packed into a nylon bag | $ 2,326.00 |       |
|     | 4514   | Rectangular Hanging Sign  
- 12’x6’w x 36”h  
- Includes frame and hanging cables packed into a nylon bag  
- 117”w x 89”h x 23.5”d | $ 2,635.00 |       |

☐ Yes, I have completed and included the Payment Authorization Form.

If you have any questions or concerns about your invoice, please visit the Fern Exhibitor Service Center at your show/event prior to leaving. No credits or refunds will be issued after close of the show/event on items and/or services ordered and not received.

Cancellation after deadline date will be charged at 50% of prevailing rate. Cancellation after installation will be 100% of prevailing rate. Requests made after the deadline will be filled, as available, at the standard rate.

All orders are subject to the terms and conditions as outlined in the Exhibitor Service Manual.

---

Exhibiting Company Name: ___________________________________________________________  
Booth # ____________
**ACCESSORIES**

<table>
<thead>
<tr>
<th>QTY</th>
<th>ITEM #</th>
<th>DESCRIPTION</th>
<th>PURCHASE PRICE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>___</td>
<td>4516</td>
<td>6' Table Throw (fits 72&quot; x 30&quot; x 30&quot; table) • Full color images are printed on all visible sides</td>
<td>$ 456.00</td>
<td>$</td>
</tr>
<tr>
<td>___</td>
<td>4518</td>
<td>8' Table Throw (fits 96&quot; x 30&quot; x 30&quot; table) • Full color images are printed on all visible sides</td>
<td>$ 513.00</td>
<td>$</td>
</tr>
<tr>
<td>___</td>
<td>4522</td>
<td>Table Top Display • Single sided • Includes frame, graphic cover and hard shipping case</td>
<td>$ 1,835.00</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td></td>
<td><em>Does not include table</em></td>
<td></td>
<td></td>
</tr>
<tr>
<td>___</td>
<td>4524</td>
<td>Vinyl Banner Stand • 33&quot;w x 80&quot;h • Single Sided Graphic</td>
<td>$ 319.00</td>
<td>$</td>
</tr>
<tr>
<td>___</td>
<td>4526</td>
<td>Mesh Literature Rack • Includes hard shipping case</td>
<td>$ 383.00</td>
<td>$</td>
</tr>
</tbody>
</table>

☐ Yes, I have completed and included the Payment Authorization Form.

If you have any questions or concerns about your invoice, please visit the Fern Exhibitor Service Center at your show/event prior to leaving. No credits or refunds will be issued after close of the show/event on items and/or services ordered and not received.

Cancellation after deadline date will be charged at 50% of prevailing rate. Cancellation after installation will be 100% of prevailing rate.

Requests made after the deadline will be filled, as available, at the standard rate.

All orders are subject to the terms and conditions as outlined in the Exhibitor Service Manual.

---

Sub Total $  
Tax 8.310% $  
Grand Total $  

Exhibiting Company Name: ____________________________  Booth # ____________
### 10' x 20' INLINE EXHIBIT

<table>
<thead>
<tr>
<th>QTY</th>
<th>ITEM #</th>
<th>DESCRIPTION</th>
<th>DISCOUNT</th>
<th>STANDARD</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>4024</td>
<td>Premium Package (select Exhibit options below)</td>
<td>$ 8,066.45</td>
<td>$ 10,889.70</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Premium Carpet: □ berry (51) □ blue mist (68) □ burgundy (48) □ charcoal (66) □ cherry red (46) □ colony blue (62) □ ebony (47) □ emerald (67) □ french beige (65) □ gray pearl (64) □ mocha (61) □ white (63)</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Please refer to the Graphic Submission Guidelines or contact Fern for instructions on submitting your graphics.

<table>
<thead>
<tr>
<th>QTY</th>
<th>ITEM #</th>
<th>DESCRIPTION</th>
<th>DISCOUNT</th>
<th>STANDARD</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>4010</td>
<td>Standard Package (select Exhibit options below)</td>
<td>$ 4,956.00</td>
<td>$ 6,691.15</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Standard Carpet: □ black (04) □ ocean (OC) □ ruby (RU) □ gray (09) □ madison (80) □ denim (DE) □ indigo (IN) □ red (14) □ evergreen (41)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Header Sign Copy: ________________________________</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Sign Lettering Color: □ black □ blue □ red</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### 20' x 20' ISLAND EXHIBIT

<table>
<thead>
<tr>
<th>QTY</th>
<th>ITEM #</th>
<th>DESCRIPTION</th>
<th>DISCOUNT</th>
<th>STANDARD</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>4026</td>
<td>Enhanced Package (select Exhibit options below)</td>
<td>$ 15,766.40</td>
<td>$ 21,284.80</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Premium Carpet: □ berry (51) □ blue mist (68) □ burgundy (48) □ charcoal (66) □ cherry red (46) □ colony blue (62) □ ebony (47) □ emerald (67) □ french beige (65) □ gray pearl (64) □ mocha (61) □ white (63)</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Please refer to the Graphic Submission Guidelines or contact Fern for instructions on submitting your graphics.

<table>
<thead>
<tr>
<th>QTY</th>
<th>ITEM #</th>
<th>DESCRIPTION</th>
<th>DISCOUNT</th>
<th>STANDARD</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>4012</td>
<td>Standard Package (select Exhibit options below)</td>
<td>$ 10,164.00</td>
<td>$ 13,720.90</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Standard Carpet: □ black (04) □ ocean (OC) □ ruby (RU) □ gray (09) □ madison (80) □ denim (DE) □ indigo (IN) □ red (14) □ evergreen (41)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Header Sign Copy: ________________________________</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Sign Lettering Color: □ black □ blue □ red</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

☐ Yes, I have completed and included the Payment Authorization Form.

Sub Total $ 
Tax 8.310% $ 
Grand Total $ 

No refunds on orders cancelled after the deadline date.

Requests made after the deadline will be filled, as available, at the standard rate.

All orders are subject to the terms and conditions as outlined in the Exhibitor Service Manual.

Exhibiting Company Name: ________________________________ Booth # __________

Form # 40-717
NACUFS 2019 Showcase
July 11 - 12, 2019
Colorado Convention Center, Denver, Colorado
07-02737-19

Click here to view the Exhibit Rental Brochure

Premium package graphics panels are printed on foam core. Non-graphic infill panels come standard in white PVC. For additional panel options and cost, contact a Fern representative. Item availability and styles may vary per location. Please order furniture, floral and electrical separately.

### TABLETOP EXHIBIT

<table>
<thead>
<tr>
<th>QTY</th>
<th>ITEM #</th>
<th>DESCRIPTION</th>
<th>DISCOUNT</th>
<th>STANDARD</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>4014</td>
<td></td>
<td>Premium Package (select Exhibit options below)</td>
<td>$1,645.00</td>
<td>$2,220.95</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Premium Carpet:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- berry (51)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- blue mist (68)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- burgundy (48)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- charcoal (66)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- cherry red (46)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- colony blue (62)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- ebony (47)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- emerald (67)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- french beige (65)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- gray pearl (64)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- mocha (61)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- white (63)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Table Skirt Color:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- black (04)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- blue (06)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- gold (08)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- gray (09)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- green (10)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- maroon (11)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- plum (19)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- red (14)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- teal (80)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- white (16)</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Please refer to the [Graphic Submission Guidelines](#) or contact Fern for instructions on submitting your graphics.

### 10' x 10' INLINE EXHIBIT

<table>
<thead>
<tr>
<th>QTY</th>
<th>ITEM #</th>
<th>DESCRIPTION</th>
<th>DISCOUNT</th>
<th>STANDARD</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>4016</td>
<td></td>
<td>Premium Package (select Exhibit options below)</td>
<td>$3,516.25</td>
<td>$4,747.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Premium Carpet:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- berry (51)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- blue mist (68)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- burgundy (48)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- charcoal (66)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- cherry red (46)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- colony blue (62)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- ebony (47)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- emerald (67)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- french beige (65)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- gray pearl (64)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- mocha (61)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- white (63)</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Please refer to the [Graphic Submission Guidelines](#) or contact Fern for instructions on submitting your graphics.

### 10' x 10' INLINE EXHIBIT

<table>
<thead>
<tr>
<th>QTY</th>
<th>ITEM #</th>
<th>DESCRIPTION</th>
<th>DISCOUNT</th>
<th>STANDARD</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>4004</td>
<td></td>
<td>Premium Package (select Exhibit options below)</td>
<td>$1,842.75</td>
<td>$2,488.50</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Premium Carpet:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- black (04)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- ocean (OC)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- ruby (RU)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- gray (09)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- madison (80)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- denim (DE)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- indigo (IN)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- red (14)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- evergreen (41)</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Please refer to the [Graphic Submission Guidelines](#) or contact Fern for instructions on submitting your graphics.

**Form # 40-717**
# NACUFS 2019 Showcase

**July 11 - 12, 2019**  
Colorado Convention Center, Denver, Colorado  
07-02737-19

[Click here](#) to view the Exhibit Rental Brochure

Premium package graphics panels are printed on foam core. Non-graphic infill panels come standard in white PVC. For additional panel options and cost, contact a Fern representative. Item availability and styles may vary per location. Please order furniture, floral and electrical separately.

## 10' x 10' CENTER EXHIBIT

<table>
<thead>
<tr>
<th>QTY</th>
<th>ITEM #</th>
<th>DESCRIPTION</th>
<th>DISCOUNT</th>
<th>STANDARD</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>4018</td>
<td>Premium Package (select Exhibit options below)</td>
<td></td>
<td>$3,561.15</td>
<td>$4,807.60</td>
<td>$</td>
</tr>
</tbody>
</table>

- **Premium Carpet:**
  - walmart (51)
  - blue mist (68)
  - burgundy (48)
  - charcoal (66)
  - cherry red (46)
  - colony blue (62)
  - ebony (47)
  - emerald (67)
  - french beige (65)
  - gray pearl (64)
  - mocha (61)
  - white (63)

Please refer to the Graphic Submission Guidelines or contact Fern for instructions on submitting your graphics.

<table>
<thead>
<tr>
<th>QTY</th>
<th>ITEM #</th>
<th>DESCRIPTION</th>
<th>DISCOUNT</th>
<th>STANDARD</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>4006</td>
<td>Standard Package (select Exhibit options below)</td>
<td></td>
<td>$2,289.00</td>
<td>$3,089.65</td>
<td>$</td>
</tr>
</tbody>
</table>

- **Standard Carpet:**
  - black (04)
  - ocean (OC)
  - ruby (RU)
  - gray (09)
  - madison (80)
  - denim (DE)
  - indigo (IN)
  - red (14)
  - evergreen (41)

Header Sign Copy: ________________________________  
Sign Lettering Color: □ black □ blue □ red

## 10' x 10' INLINE EXHIBIT WITH PEDESTAL

<table>
<thead>
<tr>
<th>QTY</th>
<th>ITEM #</th>
<th>DESCRIPTION</th>
<th>DISCOUNT</th>
<th>STANDARD</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>4020</td>
<td>Premium Package (select Exhibit options below)</td>
<td></td>
<td>$4,201.65</td>
<td>$5,672.25</td>
<td>$</td>
</tr>
</tbody>
</table>

- **Premium Carpet:**
  - walmart (51)
  - blue mist (68)
  - burgundy (48)
  - charcoal (66)
  - cherry red (46)
  - colony blue (62)
  - ebony (47)
  - emerald (67)
  - french beige (65)
  - gray pearl (64)
  - mocha (61)
  - white (63)

Please refer to the Graphic Submission Guidelines or contact Fern for instructions on submitting your graphics.

<table>
<thead>
<tr>
<th>QTY</th>
<th>ITEM #</th>
<th>DESCRIPTION</th>
<th>DISCOUNT</th>
<th>STANDARD</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>4008</td>
<td>Standard Package (select Exhibit options below)</td>
<td></td>
<td>$2,226.00</td>
<td>$3,005.65</td>
<td>$</td>
</tr>
</tbody>
</table>

- **Standard Carpet:**
  - black (04)
  - ocean (OC)
  - ruby (RU)
  - gray (09)
  - madison (80)
  - denim (DE)
  - indigo (IN)
  - red (14)
  - evergreen (41)

Header Sign Copy: ________________________________  
Sign Lettering Color: □ black □ blue □ red

☐ Yes, I have completed and included the Payment Authorization Form.

Sub Total $  
Tax 8.310% $  
Grand Total $  

No refunds on orders cancelled after the deadline date.  
Requests made after the deadline will be filled, as available, at the standard rate.  
All orders are subject to the terms and conditions as outlined in the Exhibitor Service Manual.
NACUFS 2019 Showcase
July 11 - 12, 2019
Colorado Convention Center, Denver, Colorado
07-02737-19

Click here to view the Exhibit Rental Brochure

Non-graphic infill panels come standard in white PVC. For additional panel options and cost, contact a Fern representative.
Styles and sizes may vary depending on location. Contact Fern for exact dimensions.

<table>
<thead>
<tr>
<th>COUNTERS</th>
<th>QTY</th>
<th>ITEM #</th>
<th>DESCRIPTION</th>
<th>DISCOUNT RATE</th>
<th>STANDARD RATE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>___</td>
<td>4041</td>
<td>1 M x ½ M x 30” h, locking</td>
<td>$447.55</td>
<td>$604.35</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>___</td>
<td>4043</td>
<td>1 M x ½ M x 40” h, locking</td>
<td>$521.10</td>
<td>$703.60</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>___</td>
<td>4042</td>
<td>2 M x ½ M x 30” h, locking</td>
<td>$741.45</td>
<td>$1,001.00</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>___</td>
<td>4044</td>
<td>2 M x ½ M x 40” h, locking</td>
<td>$815.00</td>
<td>$1,100.20</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>___</td>
<td>4080</td>
<td>Full View Showcase, locking</td>
<td>$980.40</td>
<td>$1,323.80</td>
<td>$</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>FREESTANDING UNITS</th>
<th>QTY</th>
<th>ITEM #</th>
<th>DESCRIPTION</th>
<th>DISCOUNT RATE</th>
<th>STANDARD RATE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>___</td>
<td>4031</td>
<td>8’ x 1 M Freestanding Panel</td>
<td>$337.25</td>
<td>$455.35</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>___</td>
<td>4055</td>
<td>One Sided Gondola w/2 shelves</td>
<td>$447.55</td>
<td>$604.35</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>___</td>
<td>4056</td>
<td>Two Sided Gondola w/4 shelves</td>
<td>$539.45</td>
<td>$728.45</td>
<td>$</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>KIOSKS &amp; TOWERS</th>
<th>QTY</th>
<th>ITEM #</th>
<th>DESCRIPTION</th>
<th>DISCOUNT RATE</th>
<th>STANDARD RATE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>___</td>
<td>4033</td>
<td>8' Triangle Kiosk</td>
<td>$735.45</td>
<td>$992.85</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>___</td>
<td>4034</td>
<td>8' Square Kiosk</td>
<td>$980.40</td>
<td>$1,323.80</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>___</td>
<td>4035</td>
<td>Wire-wall Kiosk</td>
<td>$392.35</td>
<td>$529.70</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>___</td>
<td>4036</td>
<td>Media Cabinet</td>
<td>$980.40</td>
<td>$1,323.80</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>___</td>
<td>4037</td>
<td>12' Triangle Tower</td>
<td>$888.50</td>
<td>$1,199.70</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>___</td>
<td>4038</td>
<td>12' Square Tower</td>
<td>$1,182.70</td>
<td>$1,596.60</td>
<td>$</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SHELVING UNITS &amp; PEDESTALS</th>
<th>QTY</th>
<th>ITEM #</th>
<th>DESCRIPTION</th>
<th>DISCOUNT RATE</th>
<th>STANDARD RATE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>___</td>
<td>4003</td>
<td>Shelf Cabinet Unit w/30” cabinet, locking</td>
<td>$840.00</td>
<td>$1,134.00</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>___</td>
<td>4005</td>
<td>Shelf Cabinet Unit w/40” cabinet, locking</td>
<td>$924.00</td>
<td>$1,246.90</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>___</td>
<td>4053</td>
<td>½ M x 1 M Planter Box</td>
<td>$147.15</td>
<td>$198.80</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>___</td>
<td>4063</td>
<td>½ M x 30” h Pedestal</td>
<td>$294.25</td>
<td>$397.25</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>___</td>
<td>4064</td>
<td>½ M x 40” h Pedestal</td>
<td>$392.35</td>
<td>$529.70</td>
<td>$</td>
<td></td>
</tr>
</tbody>
</table>

☐ Yes, I have completed and included the Payment Authorization Form.
If you have any questions or concerns about your invoice, please visit the Fern Exhibitor Service Center at your show/event prior to leaving. No credits or refunds will be issued after close of the show/event on items and/or services ordered and not received.

Sub Total $ 
Tax 8.310% $ 
Grand Total $ 

No refunds on orders cancelled after the deadline date.
Requests made after the deadline will be filled, as available, at the standard rate.
All orders are subject to the terms and conditions as outlined in the Exhibitor Service Manual.

Exhibiting Company Name: ___________________________ Booth # ___________

Form # 40-717
**NACUFS 2019 Showcase**

July 11 - 12, 2019  
Colorado Convention Center, Denver, Colorado  
07-02737-19

Click [here](#) to view the Exhibit Rental Brochure

Styles and sizes may vary depending on location. Contact Fern for exact dimensions.

<table>
<thead>
<tr>
<th>QTY</th>
<th>ITEM #</th>
<th>DESCRIPTION</th>
<th>DISCOUNT RATE</th>
<th>STANDARD RATE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>4071</td>
<td>1 M Straight Shelf</td>
<td>$ 61.45</td>
<td>$ 83.10</td>
<td></td>
</tr>
<tr>
<td></td>
<td>4072</td>
<td>1 M Angled Shelf</td>
<td>$ 61.45</td>
<td>$ 83.10</td>
<td></td>
</tr>
<tr>
<td></td>
<td>4082</td>
<td>Halogen Arm Light</td>
<td>$ 122.80</td>
<td>$ 165.75</td>
<td></td>
</tr>
<tr>
<td></td>
<td>4073</td>
<td>Pamphlet Pocket (5&quot; x 9&quot;)</td>
<td>$ 30.90</td>
<td>$ 41.70</td>
<td></td>
</tr>
<tr>
<td></td>
<td>4074</td>
<td>Letter Pocket (9&quot; x 9&quot;)</td>
<td>$ 40.10</td>
<td>$ 54.10</td>
<td></td>
</tr>
<tr>
<td></td>
<td>4075</td>
<td>Brochure Pocket (9&quot; x 11&quot;)</td>
<td>$ 52.20</td>
<td>$ 70.65</td>
<td></td>
</tr>
</tbody>
</table>

**OFFICE / STORAGE CLOSETS**

Office and meeting room structures are available in a Hardwall, Velcro or Smoked Plexiglas. Please contact Fern for a quote.

In addition, logo's and other graphics can be applied to the walls of rooms, meter panels and other accessory items at competitive prices. We offer full color digital printing and laminating of your artwork or if you prefer, we can create custom graphics specifically to suit your needs. Please ask a Fern representative for assistance.

Sub Total $  
Tax 8.310% $  
Grand Total $ 

No refunds on orders cancelled after the deadline date.  
Requests made after the deadline will be filled, as available, at the standard rate.  
All orders are subject to the terms and conditions as outlined in the Exhibitor Service Manual.

Exhibiting Company Name: ___________________________ Booth # ____________  
Form # 40-717
NACUFS 2019 Showcase  
July 11 - 12, 2019  
Colorado Convention Center, Denver, Colorado  
07-02737-19

FOUR COLOR DIGITAL SIGNS  
[Click here](#) for Graphics Submission Guidelines

Prices indicated are based upon process color printing, mounting and laminating on showcard or foam core. Signs other than sizes listed will be prepared on a sq. ft. basis, rounded to the nearest 1/2 ft. x 1/2 ft. Minimum order is $30.00.

Emblems, trademarks, logos, special style lettering, etc., are inclusive of the above prices. Please go to our graphics submission guidelines for additional information. If you have any questions on formats supported please contact Fern Exposition and Event Services.

<table>
<thead>
<tr>
<th>QTY</th>
<th>ITEM #</th>
<th>DESCRIPTION</th>
<th>DISCOUNT RATE</th>
<th>STANDARD RATE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>861</td>
<td>7&quot; x 11&quot; Digital</td>
<td>$55.75</td>
<td>$75.25</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>863</td>
<td>11&quot; x 14&quot; Digital</td>
<td>$68.60</td>
<td>$92.60</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>865</td>
<td>14&quot; x 22&quot; Digital</td>
<td>$78.05</td>
<td>$105.35</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>867</td>
<td>7&quot; x 44&quot; Digital</td>
<td>$78.05</td>
<td>$105.35</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>871</td>
<td>14&quot; x 44&quot; Digital</td>
<td>$104.25</td>
<td>$140.80</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>873</td>
<td>22&quot; x 28&quot; Digital</td>
<td>$104.25</td>
<td>$140.80</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>875</td>
<td>28&quot; x 44&quot; Digital</td>
<td>$168.95</td>
<td>$228.15</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>879</td>
<td>24&quot; x 96&quot; Digital</td>
<td>$361.55</td>
<td>$488.05</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>881</td>
<td>48&quot; x 96&quot; Digital</td>
<td>$440.65</td>
<td>$594.85</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>882</td>
<td>Foam core ______ x ______ = ______ sq ft (price is per sq ft)</td>
<td>$24.15</td>
<td>$32.65</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>883</td>
<td>Sentra ______ x ______ = ______ sq ft (price is per sq ft)</td>
<td>$27.95</td>
<td>$37.75</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>885</td>
<td>SGL Banner ______ x ______ = ______ sq ft (price is per sq ft)</td>
<td>$25.70/sq ft</td>
<td>$34.75/sq ft</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>887</td>
<td>DBL Banner ______ x ______ = ______ sq ft (price is per sq ft)</td>
<td>$38.50/sq ft</td>
<td>$52.00/sq ft</td>
<td>$</td>
</tr>
</tbody>
</table>

Sign Copy: ________________________________________

Color of Background: _________________

Color of Lettering: _________________

Sign Orientation:  
☐ Vertical  
☐ Horizontal

☐ Yes, I have completed and included the Payment Authorization Form.

Sub Total $  
Tax 8.310% $  
Grand Total $  

No refund on orders cancelled after the deadline date.  
Requests made after the deadline will be filled, as available, at the standard rate.  
All orders are subject to the terms and conditions as outlined in the Exhibitor Service Manual.

Exhibiting Company Name: ___________________________________________  
Booth # ____________

Form #08-719
## NACUF Show

### Event Details

July 11 - 12, 2019  
Colorado Convention Center, Denver, Colorado  
07-0273-19

### Floral and Plants

Charges listed include delivery to your booth, rental (not sale) during the event and removal. All floral is provided on a 7-day or less rental basis. Any floral missing at time of pick-up will be invoiced at prevailing replacement cost in addition to rental rates.

### Potted Plants - Please select color or type

<table>
<thead>
<tr>
<th>QTY</th>
<th>ITEM #</th>
<th>DESCRIPTION</th>
<th>DISCOUNT RATE</th>
<th>STANDARD RATE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1502</td>
<td>Bromeliads - Select color: Red / Orange / Pink</td>
<td>$51.00</td>
<td>$73.50</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>1503</td>
<td>Chrysanthemums - Select color: White / Yellow / Lavender</td>
<td>$51.00</td>
<td>$73.50</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>1505</td>
<td>Ferns - Select type: Floor / Hanging</td>
<td>$46.50</td>
<td>$67.50</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>1549</td>
<td>Ivy</td>
<td>$46.50</td>
<td>$67.50</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>1506</td>
<td>Seasonal Flowering Plants</td>
<td>$51.00</td>
<td>$73.50</td>
<td>$</td>
</tr>
</tbody>
</table>

### Tropical Green Plant - Please select size and shape

<table>
<thead>
<tr>
<th>QTY</th>
<th>ITEM #</th>
<th>DESCRIPTION</th>
<th>DISCOUNT RATE</th>
<th>STANDARD RATE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1507</td>
<td>3 FT - Select type: Slim / Full</td>
<td>$69.50</td>
<td>$101.00</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>1509</td>
<td>4 FT - Select type: Slim / Full</td>
<td>$78.25</td>
<td>$113.25</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>1511</td>
<td>5 FT - Select type: Slim / Full</td>
<td>$88.50</td>
<td>$128.00</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>1513</td>
<td>6 FT - Select type: Slim / Full</td>
<td>$97.00</td>
<td>$140.50</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>1515</td>
<td>7 FT - Select type: Slim / Full</td>
<td>$148.00</td>
<td>$211.50</td>
<td>$</td>
</tr>
</tbody>
</table>

### Fresh Cut Flower Arrangements - Please select size and specify color

<table>
<thead>
<tr>
<th>QTY</th>
<th>ITEM #</th>
<th>DESCRIPTION</th>
<th>DISCOUNT RATE</th>
<th>STANDARD RATE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1545</td>
<td>Small - Color</td>
<td>$66.50</td>
<td>$95.75</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>1546</td>
<td>Medium - Color</td>
<td>$113.50</td>
<td>$164.50</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>1548</td>
<td>Large - Color</td>
<td>$159.50</td>
<td>$230.50</td>
<td>$</td>
</tr>
</tbody>
</table>

### Floral Packages

<table>
<thead>
<tr>
<th>QTY</th>
<th>ITEM #</th>
<th>DESCRIPTION</th>
<th>DISCOUNT RATE</th>
<th>STANDARD RATE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1521</td>
<td>Floral Package A - Two 3' Tropical Green Plants and One Flowering Plant</td>
<td>$176.00</td>
<td>$254.75</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>1523</td>
<td>Floral Package B - Two 3' and One 4' Tropical Green Plants, and One Flowering Plant</td>
<td>$242.00</td>
<td>$351.05</td>
<td>$</td>
</tr>
</tbody>
</table>

☐ Yes, I have completed and included the Payment Authorization Form.

If you have any questions or concerns about your invoice, please visit the Fern Exhibitor Service Center at your show/event prior to leaving. No credits or refunds will be issued after close of the show/event on items and/or services ordered and not received.

Sub Total $  
Tax 8.310% $  
Grand Total $ 

No refunds on orders cancelled after the deadline date. Requests made after the deadline will be filled, as available, at the standard rate. All orders are subject to the terms and conditions as outlined in the Exhibitor Service Manual.

Exhibiting Company Name: ____________________________  Booth # ____________

Form#15-723
NACUFS 2019 Showcase
July 11 - 12, 2019
Colorado Convention Center, Denver, Colorado
07-02737-19

INSTALLATION & DISMANTLE LABOR SERVICES

### Plan A (Supervised by Fern)
- 1001 Labor for Installation  
  - # of Laborers Req: _____  
  - Est. Hours: _____  
  - Straight Time: 8:00 AM - 4:00 PM Monday - Friday  
  - Overtime: Before 8:00 AM after 4:00 PM Monday - Friday and all day Saturday  
  - Double time applies all day Sunday and Holidays  

- 1003 Labor for Dismantle  
  - # of Laborers Req: _____  
  - Est. Hours: _____  
  - Straight Time: 8:00 AM - 4:00 PM Monday - Friday  
  - Overtime: Before 8:00 AM after 4:00 PM Monday - Friday and all day Saturday  
  - Double time applies all day Sunday and Holidays  

#### Estimated Display Labor Cost for Advanced Payment

<table>
<thead>
<tr>
<th></th>
<th># of Laborers</th>
<th># of Hours</th>
<th># of Days</th>
<th>Total</th>
<th>Estimated Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Installation</strong></td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Over time</strong></td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Double time</strong></td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### Plan A - Add 30% for Fern Exposition Supervision  

<table>
<thead>
<tr>
<th></th>
<th># of Laborers</th>
<th># of Hours</th>
<th># of Days</th>
<th>Total</th>
<th>Estimated Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Installation</strong></td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Over time</strong></td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Double time</strong></td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Minimum charge one (1) hour per man & 1/2 hour increments after the first hour. Charges for labor service are based on prevailing rates of labor and materials. Straight Time: 8:00 AM - 4:00 PM Monday - Friday. Overtime: Before 8:00 AM after 4:00 PM Monday - Friday and all day Saturday. Double time applies all day Sunday and Holidays.

For information and cost relative to unloading and reloading, please see the Material Handling & Freight Service Order form enclosed.

Your company is encouraged to carry insurance covering potential injury, damages or loss associated with your display. Fern Exposition & Event Services will NOT be responsible for injury to personnel or display damage or loss of display materials. Liability of Fern Exposition & Event Services will be limited to a maximum of 50% of the total labor bill, not to exceed $1000. It is important that exhibit representative check in at the Fern Exhibitor Service Center to pick up labor ordered. Exhibit representative must also check the labor back in at the Fern Exhibitor Service Center upon completion of work. All work is to be done under supervision of the exhibitor or its representative.

Cancellation of any portion of labor order within 48 hours of start will be charged one hour minimum of applicable hourly rate. Requests received after deadline date will be filled as work force is available.

All orders are subject to the terms and conditions as outlined in the Exhibitor Service Manual.

### Plan B (Supervised by Exhibitor Personnel)

- 1001 Labor for Installation  
  - # of Laborers Req: _____  
  - Est. Hours: _____  
  - Start time*: ___________  
  - End Time: _____________  
  - Start Date: ________________

- 1003 Labor for Dismantle  
  - # of Laborers Req: _____  
  - Est. Hours: _____  
  - Start time*: ___________  
  - End Time: _____________  
  - Start Date: ________________

Supervisor will be: ____________________________  Phone: _________________________

Exhibiting Company Name: _______________________________________________________ 
Booth # ____________

Deadline to Return this Form:  
June 21, 2019

<table>
<thead>
<tr>
<th></th>
<th>$</th>
<th>$</th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Installation</strong></td>
<td>107.00</td>
<td>160.50</td>
<td>214.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Sub Total</strong></td>
<td>$</td>
</tr>
<tr>
<td><strong>Grand Total</strong></td>
<td>$</td>
</tr>
</tbody>
</table>
**FORKLIFT TO RIG IN BOOTH**

This form is not for loading and/or unloading of exhibit materials. Please refer to the Material Handling form for rates and instructions.

### 4000 lb forklift

<table>
<thead>
<tr>
<th></th>
<th>1005 Labor for Installation</th>
<th>1007 Labor for Dismantle</th>
</tr>
</thead>
<tbody>
<tr>
<td># of Forklifts</td>
<td></td>
<td></td>
</tr>
<tr>
<td># of Hours</td>
<td></td>
<td></td>
</tr>
<tr>
<td># of Days</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Straight Time hours</td>
<td>=</td>
<td>=</td>
</tr>
<tr>
<td>Straight Time</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Estimated Cost</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Over Time</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Estimated Cost</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Double Time</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Estimated Cost</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Estimated Rigging Labor Cost for Advanced Payment**

**Installation:**

- **Straight time:**
  - # of Forklifts
  - # of Hours
  - # of Days
  - Total Straight Time hours
  - Estimated Cost

- **Over time:**
  - # of Forklifts
  - # of Hours
  - # of Days
  - Total Over Time hours
  - Estimated Cost

- **Double time:**
  - # of Forklifts
  - # of Hours
  - # of Days
  - Total Double Time hours
  - Estimated Cost

**Dismantle:**

- **Straight time:**
  - # of Forklifts
  - # of Hours
  - # of Days
  - Total Straight Time hours
  - Estimated Cost

- **Over time:**
  - # of Forklifts
  - # of Hours
  - # of Days
  - Total Over Time hours
  - Estimated Cost

- **Double time:**
  - # of Forklifts
  - # of Hours
  - # of Days
  - Total Double Time hours
  - Estimated Cost

* Start time is approximate and is based on availability of labor.

Yes, I have completed and included the Payment Authorization Form. Sub Total:

If you have any questions or concerns about your invoice, please visit the Fern Exhibitor Service Center at your show/event prior to leaving. No credits or refunds will be issued after close of the show/event on items and/or services ordered and not received. Grand Total:

Cancellation of any portion of labor order within 48 hours of start will be charged one hour minimum per man of applicable hourly rate. Requests received after deadline will be filled as work force is available.

All orders are subject to the terms and conditions as outlined in the Exhibitor Service Manual.

Exhibiting Company Name: ___________________________ Booth #: ________

Form # 10-717
## NACUFS 2019 Showcase

### July 11 - 12, 2019
Colorado Convention Center, Denver, Colorado
07-02737-19

---

### SIGN HANGING LABOR

All overhead sign hanging must be assembled, installed and removed by Fern. Exhibitor/EAC may supervise.

#### Plan A (Supervised by Fern)

<table>
<thead>
<tr>
<th>Description</th>
<th># of Crews</th>
<th>Est. Hours</th>
<th>Rate</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>High Lift and Crew for Dismantle</td>
<td></td>
<td></td>
<td>Straight Time</td>
<td></td>
</tr>
<tr>
<td>Straight Time</td>
<td></td>
<td></td>
<td>$674.00</td>
<td></td>
</tr>
<tr>
<td>Over Time</td>
<td></td>
<td></td>
<td>$1,011.00</td>
<td></td>
</tr>
<tr>
<td>High Lift and Crew for Installation</td>
<td></td>
<td></td>
<td>Straight Time</td>
<td></td>
</tr>
<tr>
<td>Sign Assembly - per man hr</td>
<td></td>
<td></td>
<td>$107.00</td>
<td></td>
</tr>
<tr>
<td>Sign Disassembly - per man hr</td>
<td></td>
<td></td>
<td>$107.00</td>
<td></td>
</tr>
</tbody>
</table>

*30% charge for Fern Supervised services with a minimum of $107.00*

#### Plan B (Supervised by Exhibitor Personnel)

<table>
<thead>
<tr>
<th>Description</th>
<th># of Crews</th>
<th>Est. Hours</th>
<th>Rate</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>High Lift and Crew for Dismantle</td>
<td></td>
<td></td>
<td>Straight Time</td>
<td></td>
</tr>
<tr>
<td>Straight Time</td>
<td></td>
<td></td>
<td>$674.00</td>
<td></td>
</tr>
<tr>
<td>Over Time</td>
<td></td>
<td></td>
<td>$1,011.00</td>
<td></td>
</tr>
<tr>
<td>High Lift and Crew for Installation</td>
<td></td>
<td></td>
<td>Straight Time</td>
<td></td>
</tr>
<tr>
<td>Sign Assembly - per man hr</td>
<td></td>
<td></td>
<td>$107.00</td>
<td></td>
</tr>
<tr>
<td>Sign Disassembly - per man hr</td>
<td></td>
<td></td>
<td>$107.00</td>
<td></td>
</tr>
</tbody>
</table>

*30% charge for Fern Supervised services with a minimum of $107.00*

---

### Estimated Display Labor Cost for Advanced Payment

#### Installation:

<table>
<thead>
<tr>
<th>Description</th>
<th># of Crews</th>
<th># of hours</th>
<th>Rate</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>High Lift &amp; Crew</td>
<td>X</td>
<td>X</td>
<td>$674.00</td>
<td></td>
</tr>
<tr>
<td>High Lift &amp; Crew</td>
<td>X</td>
<td>X</td>
<td>$1,011.00</td>
<td></td>
</tr>
</tbody>
</table>

#### Plan A - Add 30% for Fern Exposition Supervision

<table>
<thead>
<tr>
<th>Description</th>
<th># of Crews</th>
<th># of hours</th>
<th>Rate</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sign Assembly</td>
<td>X</td>
<td>X</td>
<td>$107.00</td>
<td></td>
</tr>
<tr>
<td>Sign Assembly</td>
<td>X</td>
<td>X</td>
<td>$160.50</td>
<td></td>
</tr>
</tbody>
</table>

#### Dismantle:

<table>
<thead>
<tr>
<th>Description</th>
<th># of Crews</th>
<th># of hours</th>
<th>Rate</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>High Lift &amp; Crew</td>
<td>X</td>
<td>X</td>
<td>$674.00</td>
<td></td>
</tr>
<tr>
<td>High Lift &amp; Crew</td>
<td>X</td>
<td>X</td>
<td>$1,011.00</td>
<td></td>
</tr>
</tbody>
</table>

#### Plan A - Add 30% for Fern Exposition Supervision

<table>
<thead>
<tr>
<th>Description</th>
<th># of Crews</th>
<th># of hours</th>
<th>Rate</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sign Disassembly</td>
<td>X</td>
<td>X</td>
<td>$107.00</td>
<td></td>
</tr>
<tr>
<td>Sign Disassembly</td>
<td>X</td>
<td>X</td>
<td>$160.50</td>
<td></td>
</tr>
</tbody>
</table>

---

Yes, I have completed and included the Payment Authorization Form.

If you have any questions or concerns about your invoice, please visit the Fern Exhibitor Service Center at your show/event prior to leaving. No credits or refunds will be issued after close of the show/event on items and/or services ordered and not received.

Cancellation of any portion of labor order within 48 hours of start will be charged one hour minimum per man of applicable hourly rate. Requests received after deadline date will be filled as work force is available. All orders are subject to the terms and conditions as outlined in the Exhibitor Service Manual.

---

### Exhibiting Company Name: ___________________________________________ Booth # ______

---

### Deadline to Return this Form:

June 21, 2019
NACUFS 2019 Showcase
July 11 - 12, 2019
Colorado Convention Center, Denver, Colorado
07-02737-19

STRUCTURAL INTEGRITY STATEMENT
This indemnity agreement must be signed and returned for all suspended structures.

_____________________________________________________________________________

(exhibitor) and if applicable, the display house or building for the above mentioned exhibitor, do hereby certify and guarantee that the stress points for the hanging structure have been properly engineered and tested. We further certify that the structure can be hung safely and has been constructed to meet all applicable regulations and safety measures.

We hereby agree to release, indemnify and hold harmless Fern Exposition and Event Services, their officers, directors, employees or agents from and against any liability claims, judgements, damages, costs or expenses, including reasonable attorney fees arising from the installation, use or dismantling of this structure. All hang points supporting in excess of 200 lbs. may be verified on site at exhibitor’s expense.

EXHIBITOR INFORMATION

Company Name: ____________________________________________________________ Booth#: ____________

Authorized Signature: ______________________________________________________

Printed Name: ____________________________ Date: ________________

Email: ________________________________________________________________

Display House/Builder (if applicable): _______________________________________

Authorized Signature: ____________________________________________________

Printed Name: ____________________________ Date: ____________
NACUFS 2019 Showcase
July 11 - 12, 2019
Colorado Convention Center, Denver, Colorado
07-02737-19

Deadline to Return this Form:
June 21, 2019

SIGN HANGING INFORMATION & DIAGRAM
This completed form must accompany your Sign Hanging order form.

Sign Hanging Regulations
- All ceiling rigging must conform to Show Management Rules and Regulations.
- All overhead sign hanging must be assembled, installed and removed by Fern. Exhibitor/ESA may supervise.
- Set up instructions must be provided for signs needing assembly.
- Hanging or anchor points must be prefabricated and ready to use.
- Overhead hanging signs are to be sent in separate containers directly to the advance warehouse (labels included in this ESM). This container MUST arrive no later than one week prior to the first exhibitor move-in day. If these procedures are not followed, Fern cannot guarantee the hanging of your sign.
- Electrical Signs must be in working order and in accordance with the National Electric Code. ELECTRICAL SERVICE requirements must be ordered in advance on the enclosed Facility Electrical Service Order Form.
- Height limitation from the floor to the bottom of the sign is 16’ unless otherwise specified in show rules and regulations.
- Additional charges will apply for rental materials used (i.e., cables, clamps, rods, wires) to hang your sign.

Sign Description & Placement
For signs other than banners, please include blueprint or drawings with detailed information so anchor points can be determined.

Type:
☐ Cloth Banner  ☐ Metal or Wood  ☐ Other _____________________

Shape:
☐ Square  ☐ Triangle  ☐ Rectangle  ☐ Other _____________________

Size & Weight:
Length _________  Width _________  Height _________  Weight _________

Does your sign require electricity? ☐ Yes ☐ No
Does your sign require assembly? ☐ Yes ☐ No

Use the diagram below to represent your booth space. Indicate how far in from each boundary you would like your sign placed. The ceiling structure and relation to support beams may require your sign to be moved from your specified location.

___ feet in from back of Aisle #____

___ feet in from left Aisle #____  ___ feet from floor  ___ feet in from right Aisle #____

___ feet in from front of Aisle #____

☐ Yes, I have completed and included the Payment Authorization Form.

If you have any questions or concerns about your invoice, please visit the Fern Exhibitor Service Center at your show/event prior to leaving. No credits or refunds will be issued after close of the show/event on items and/or services ordered and not received.

Cancellation of any portion within 48 hours of labor start time, exhibitor will be charged one hour minimum per lift of applicable hourly rate.
Requests made after the deadline will be filled, as available, at the standard rate.
All orders are subject to the terms and conditions as outlined in the Exhibitor Service Manual.

Exhibiting Company Name: ___________________________________________________________  Booth # ____________
NACUFS 2019 Showcase
July 11 - 12, 2019
Colorado Convention Center, Denver, Colorado
07-02737-19

You are required to use this form ONLY if you are planning to have an Independent Display House Contractor install and/or dismantle your exhibit. Please refer to the following page for Rules and Regulations.

☐ YES, we will be using an independent Display House Contractor to install / dismantle our display.

Name of Display House: ____________________________________________________________

Address: ____________________________ Street ____________________________ City/State ____________________________ Zip Code

Telephone: ____________________________ Fax: ____________________________

Email: ________________________________________________________________

Display House Contact Name: ________________________________________________

I have notified our Independent Display House Contractor of the Rules and Regulations requiring them to submit a Certificate of Insurance to the Official Show Contractor, Fern Expositions and Event Services, by the deadline date shown above.

______________________________________________________________
Print or Type Name

______________________________________________________________    _________________
Signature   Date

Exhibiting Company Name: ____________________________________________ Booth # ________
Policy Regarding Official Service Contractor and Regulation for Exhibitor Appointed Display House Contractors to Install and Dismantle Displays

Show Management, acting on behalf of all exhibitors and in the best interest of the exposition, has appointed an Official Service Contractor to perform and provide necessary services and equipment.

The Official Service Contractor is appointed to:

a. Insure the orderly and efficient installation and removal of the overall exposition,

b. Assure the distribution of labor to all Exhibitors according to the need,

c. Provide sufficient labor to satisfy the requirements of Exhibitors and for the exposition itself,

d. See that the proper type and limits and insurance are in force, and

e. Avoid any conflict with local union and/or exhibit hall regulations and requirements.

The Official Service Contractor will provide all usual trade show service, including labor. Exceptions are:

f. Supervision may be provided by the Exhibitor,

g. The Exhibitor may appoint an outside independent contractor for installation and dismantle only of the Exhibitor’s display.

Exhibitors may employ the service of independent contractors to supervise the installation and dismantle of their display, providing that the Exhibitor and the installation and dismantling contractor comply with the following requirements:

1. The Exhibitor, in writing, must notify Show Management and Fern Exposition and Event Services of their intention to utilize an independent contractor no later than the given deadline date, furnishing the name, address and telephone number of the firm. Letters as such from independent contractors are neither valid nor acceptable.

2. Only the exhibitor named independent contractor’s employees will be authorized on the show floor. Employees of third parties named or subcontracted by the Exhibitor named independent contractor will not be authorized admittance on the show floor unless those employees are named and badges as specified in the following article.

3. The independent contractor must furnish Show Management and Fern Exposition and Event Services with the names of all on-site employees who will be working on the exposition floor prior to the first move-in day and see that they have and wear at all times identification badges supplied by the independent contractor containing the independent contractor name, employee name, and Exhibitor company name, plus wear an exhibitor work pass supplied by Show Management.

4. The independent contractor must have all business licenses, permits and Worker’s Compensation insurance required by the State and City government and the Convention Center Management prior to commencing work and shall provide Show Management and Fern Exposition and Event Services with evidence of compliance.

5. The independent contractor must carry a minimum of $1,000,000.00 in Commercial General Liability Insurance and shall provide Show Management and Fern Exposition and Event Services with a certificate of insurance showing coverages and amounts and naming the sponsor, Fern Exposition and Convention Center as coinsured.

6. The independent contractor must follow the scheduled work times or pay any additional costs incurred because of extended work hours.

7. The independent contractors may not solicit business on the exhibit floor.

8. The independent contractors must confine their operation to the exhibit area of their clients. No service desks, storage areas or other work facilities will be located anywhere else in the building. The show aisles and public spaces are not part of the Exhibitor’s booth space.

9. The independent contractors must comply with all labor agreements and practices and must not commit or allow to be committed by persons in their employment any acts that could lead to work stoppages, strikes or labor problems.

10. The exposition floor, aisles, loading docks, service and storage areas will be under the control of the Official Service Contractor, Fern Exposition and Event Services. The independent contractors must coordinate all of their activities with Fern Expositions.

11. For services such as electrical, plumbing, telephone, floral, booth cleaning and drayage, no contractor or supplier other than the Official Service Contractor/Supplier will be approved. This regulation is necessary because of licensing, insurance, and work done on equipment and facilities owned by parties other than the Exhibitor. Exhibitors shall provide only the material and equipment they own and is to be used in their exhibit space.
NACUFS 2019 Showcase
July 11 - 12, 2019
Colorado Convention Center, Denver Colorado
07-02737-19

Marshaling Yard Information

To better facilitate the move in and move out process, Ferns has established a marshaling yard near the Colorado Convention Center

The address for the Fern marshaling yard is listed below. Please have your driver follow the maps on the following pages to the marshaling yard docks: (Note: There is not a Physical street address to this location).

NACUFS 2019 Marshalling Yard
Lot "E" on Mile High Stadium Circle West, west of Sports Authority Field.

A $36.00 per shipment fee will be added to your invoice for use of the yard.

The marshaling yard instructions are as follows: (1230)

- All delivering carriers and privately owned vehicles who need dock space will be required to check in at the marshalling yard prior to show site deliveries or pick-ups. **This requirement also applies to those exhibitors who wish to unload in the designated self unloading areas.**

  At the marshaling yard, drivers will be assigned a number and will receive a pass to the unloading docks or the self loading areas. Vehicles will be dispatched to the appropriate area as space becomes available.

- Waiting time at the marshaling yard should be anticipated. Every effort is made to keep this waiting time at a minimum. However, he waiting time depends on many factors, including the number of vehicles arriving to unload/load, they types of loads being unloaded/loaded, the number of booths on a truck, etc.

- **Personally Operated Vehichles (POV’s) to be unloaded by the exhibitor are required to go to the Marshalling Yard. Charges for Marshalling Yard use apply to all exhibitors even when they are self unloading or loading.**

  **Self unloading areas are restricted to Privately Owned Vehicles (i.e. passenger vehicles, pickup trucks, vans, small box trucks, etc.).** Vehicles that are "dock" height must be unloaded by Fern Exposition Services and are subject to the normal Material Handling rates. For more information on self unloading, please see the Safety Tips & Union Guidelines.

  Use of material handling equipment such as Pallet Jacks, Forklifts etc. is prohibited by the exhibitor.

Note: Marshalling Yard procedures apply to both the move-in and move-out. Exhibitors or carriers who bypass the marshaling yard and proceed directly to the unloading areas will be directed back to the marshaling yard. A marshalling yard pass is always required in the unloading areas.
NACUFS 2019 Showcase
Marshalling Yard
Lot “E”, on Mile High Stadium Circle West, west of Sports Authority Field
Welton Docks - Accessing the Exhibit Halls A, B and C and the Four Seasons Ballroom
(dock numbers 1 - 27)

From West Colfax:
Proceed on Colfax westward and turn right onto 12th Street.
Proceed straight on 12th into the CCC – dock entrance dock entrance helix will be on your left.

From East Colfax:
For POV:
Proceed on Colfax eastward and turn left onto Welton Street.
From Welton, turn left into the CCC driveway at 12th Street.
Proceed left to dock entrance helix.
For Large Trucks:
Proceed on Colfax eastward and turn left onto Welton Street.
From Welton, turn right onto 13th Street.
From 13th, turn right onto Glenarm Street.
From Glenarm, turn right onto 12th Street (This is a looped route).
Proceed straight on 12th into the CCC – dock entrance dock entrance helix will be on your left.
# NACUFS 2019 Showcase

July 11 - 12, 2019  
Colorado Convention Center, Denver, Colorado  
07-02737-19

## MATERIAL HANDLING

Rates below include receipt of your freight; delivery to the booth; storage and return of empty crates; and reloading. Rates are based on per shipment basis. A shipment is considered freight received from one shipping origin on one day. Each separate delivery is considered a separate shipment.  

A 200 lb. minimum charge per shipment applies.

### ADVANCE WAREHOUSE SHIPMENTS

<table>
<thead>
<tr>
<th>Category</th>
<th>Description</th>
<th>Rate per cwt</th>
<th>Minimum Charge</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Boxed, crated or skidded shipment via common carrier</td>
<td>$138.75</td>
<td>$277.50</td>
</tr>
<tr>
<td>B</td>
<td>Boxed, crated or skidded shipment via specialized carrier (van lines, POV, Fed Ex, UPS or USPS )</td>
<td>$173.50</td>
<td>$347.00</td>
</tr>
<tr>
<td>L</td>
<td>Late surcharge for shipment received after June 28th Via common carrier</td>
<td>$34.75</td>
<td>$69.50</td>
</tr>
<tr>
<td>M</td>
<td>Late surcharge for shipment received after June 28th Via specialized carrier/small pkg</td>
<td>$43.50</td>
<td>$87.00</td>
</tr>
<tr>
<td>T</td>
<td>Small package shipment not exceeding 35 lbs per shipment (not per box)</td>
<td>$88.25</td>
<td>$88.25</td>
</tr>
</tbody>
</table>

### DIRECT TO SHOW SITE SHIPMENTS

<table>
<thead>
<tr>
<th>Category</th>
<th>Description</th>
<th>Rate per cwt</th>
<th>Minimum Charge</th>
</tr>
</thead>
<tbody>
<tr>
<td>D</td>
<td>Boxed, crated or skidded shipment via common carrier</td>
<td>$127.50</td>
<td>$255.00</td>
</tr>
<tr>
<td>E</td>
<td>Boxed, crated or skidded shipment via specialized carrier (van lines, POV, Fed Ex, UPS or USPS)</td>
<td>$167.00</td>
<td>$334.00</td>
</tr>
<tr>
<td>F</td>
<td>Unwrapped or unprotected shipment</td>
<td>$208.75</td>
<td>$417.50</td>
</tr>
<tr>
<td>U</td>
<td>Small package shipment not exceeding 35 lbs per shipment (not per box)</td>
<td>$88.25</td>
<td>$88.25</td>
</tr>
</tbody>
</table>

### PLEASE COMPLETE THE ESTIMATED MATERIAL HANDLING CALCULATION PAGE AND SUBMIT WITH PAYMENT BY DEADLINE DATE.

- [ ] Yes, I have completed and included the Payment Authorization Form.

  If you have any questions or concerns about your invoice, please visit the Fern Exhibitor Service Center at your show/event prior to leaving. No credits or refunds will be issued after close of the show/event on items and/or services ordered and not received.

  *All orders are subject to the terms and conditions as outlined in the Exhibitor Services Manual.*

Exhibiting Company Name: ___________________________________________________________  Booth # ____________
MATERIAL HANDLING GUIDELINES

1. The Advance Warehouse will ONLY accept packaged shipments, including crates, boxes and skids. Uncrated or unwrapped pieces should be sent DIRECTLY to the CONVENTION FACILITY to arrive AFTER 8:00AM on the first day of exhibitor installation.

2. Additional charges may apply if your shipment does not arrive/depart during the designated move-in/out times.

3. Complete terms and conditions are outlined in the Terms & Conditions.

Advance Warehouse Receiving Hours: 8:00 AM - 3:30 PM - Monday through Friday (Note: Warehouse will be closed Thursday, July 4th).

Shipping Addresses

ADVANCE WAREHOUSE  
Label each piece of shipment(s) as follows:  
(Exhibiting Company Name)  
c/o Fern Exposition  
YRC  
14700 Smith Road  
Aurora, CO 80011  
NACUF$ 2019 Showcase  
(Booth #)

Shipment must arrive between:  
Monday, June 10 - Friday, June 28, 2019

DIRECT TO SHOW SITE  
Label each piece of shipment(s) as follows:  
(Exhibiting Company Name)  
c/o Fern Exposition  
Colorado Convention Center  
700 14th Street  
Denver, CO 80202  
NACUF$ 2019 Showcase  
(Booth #)

Shipments cannot arrive before:  
Tuesday, July 09, 2019 - Beginning at 1:00 PM.

ESTIMATED FREIGHT PAYMENT CALCULATION

Enter estimated total pounds of all your shipments by rounding up each total shipment weight to the nearest 100 pounds (i.e., 530 lbs of any number of pieces would be figured as 600 lbs), any shipment with a total of 200 lbs or less should be calculated at the 200 lb minimum.

<table>
<thead>
<tr>
<th>Category</th>
<th># of pieces</th>
<th>Weight (200 lb Min.)</th>
<th>Rate</th>
<th>Estimated Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Shipment 1</td>
<td>___________</td>
<td>________________</td>
<td>X</td>
<td>___________</td>
</tr>
<tr>
<td>Shipment 2</td>
<td>___________</td>
<td>________________</td>
<td>X</td>
<td>___________</td>
</tr>
<tr>
<td>Shipment 3</td>
<td>___________</td>
<td>________________</td>
<td>X</td>
<td>___________</td>
</tr>
<tr>
<td>Shipment 4</td>
<td>___________</td>
<td>________________</td>
<td>X</td>
<td>___________</td>
</tr>
<tr>
<td>Shipment 5</td>
<td>___________</td>
<td>________________</td>
<td>X</td>
<td>___________</td>
</tr>
</tbody>
</table>

☐ Yes, I have completed and included the Payment Authorization Form.

If you have any questions or concerns about your invoice, please visit the Fern Exhibitor Service Desk at your show/event prior to leaving. No credits or refunds will be issued after close of the show/event on items and/or services ordered and not received.

Sub Total $ ___________  

Grand Total $ ___________

All shipments are subject to the terms and conditions as outlined on the Terms & Conditions Form in the Exhibitor Service Manual.

Exhibiting Company Name: ________________________________  Booth # ____________
INBOUND SHIPMENT INFORMATION - FOR EVENT

Shipment 1
Shipper: ______________________________________________________
City: __________________________________ State: _______ Zip Code: ________________
Date Shipped: ___________________ Arrival Date: ______________________
Carrier: ___________________________ PRO #: ____________________
Total # of pieces: __________ Total weight: ______________
Shipped to (check one): □ Advance Warehouse  □ Direct to Show Site

Shipment 2
Shipper: ______________________________________________________
City: __________________________________ State: _______ Zip Code: ________________
Date Shipped: ___________________ Arrival Date: ______________________
Carrier: ___________________________ PRO #: ____________________
Total # of pieces: __________ Total weight: ______________
Shipped to (check one): □ Advance Warehouse  □ Direct to Show Site

Shipment 3
Shipper: ______________________________________________________
City: __________________________________ State: _______ Zip Code: ________________
Date Shipped: ___________________ Arrival Date: ______________________
Carrier: ___________________________ PRO #: ____________________
Total # of pieces: __________ Total weight: ______
Shipped to (check one): □ Advance Warehouse  □ Direct to Show Site

☐ Yes, I have completed and included the Payment Authorization Form.

If you have any questions or concerns about your invoice, please visit the Fern Exhibitor Service Center at your show/event prior to leaving. No credits or refunds will be issued after close of the show/event on items and/or services ordered and not received.

All orders are subject to the terms and conditions as outlined in the Exhibitor Kit.

Exhibiting Company Name: _________________________________________  Booth # _____
NACUFS 2019 Showcase
July 11 - 12, 2019
Colorado Convention Center, Denver, Colorado
07-02737-19

CART SERVICE

To ensure a smooth, efficient and successful trade show experience, Fern would like to inform you of our Privately owned vehicle cart service that will be offered to exhibitors at the 2019 NACUFS Showcase.

<table>
<thead>
<tr>
<th>QTY</th>
<th>ITEM#</th>
<th>DESCRIPTION</th>
<th>RATE</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1229</td>
<td>Cart Service for Exhibitor Move-in</td>
<td>$107.00 ST</td>
<td>$160.50 OT</td>
</tr>
<tr>
<td></td>
<td>1229</td>
<td>Cart Service for Exhibitor Move-out</td>
<td>$107.00 ST</td>
<td>$160.50 OT</td>
</tr>
</tbody>
</table>

Privately owned vehicles are considered to be any vehicle that primarily designed to transport passengers, not cargo or freight. Examples include pick-ups, passenger vans, taxies, limos, etc.

This service is for exhibitors transporting their materials in a privately owned vehicle who are in need of assistance to unload a POV.

*Please note: You will not be able to park your vehicle in this area or leave it. Your vehicle cannot be left or unattended as there is no designated parking.

The Privately owned vehicle cart service provides one teamster and a flat cart to assist in unloading and transporting materials to your booth at the cost of $107.00 ST or $166.50 OT per cart load. Charges apply for each trip inbound or outbound. Cart size is limited to 2’ wide by 6’ deep. Storage and return of empty containers at the end of the show is included at this rate.

*Please note Overtime (OT) rates apply before 8:00 AM and after 4:00 PM weekday and all day Saturday, Sunday and all holidays.

*Marshalling yard fee of $36.00 per trip, each way is applicable to all POV cart service orders.

*Of course, you may ship your exhibit via a common carrier and have your materials handled by our staff. Charges for this service are based upon weight. We are not offering a cartload service if a carrier delivers your materials.

*Questions? Please feel free to contact our Exhibitor Services Department at 816.221.0525.

*Refer to the Union Regulations sheet in the service manual for a complete listing of all show site Union Jurisdictions.

Yes, I have completed and included the Payment Authorization Form. Sub Total $ 
Sub Total $ ax 6.000% 
Sub Total $ 
Grand Total $

All order cancellations made after deadline will be charged at 50% of the prevailing rate.
Requests received after deadline date will be filled as work force is available.
All orders are subject to the terms and conditions as outlined in the Exhibitor Kit.

Exhibiting Company Name: ________________________________ Booth # __________

private vehicle cart service
NACUPS 2019 Showcase  
July 11 - 12, 2019  
Colorado Convention Center, Denver, Colorado  
07-02737-19  

STRAIGHT TIME RATES QUOTED are for Monday through Friday 8:00am - 4:00pm. Freight handled on OVERTIME, before 8:00am and after 4:00pm on weekdays and on Saturday, Sunday or a Holiday, an additional 25% per cwt will be charged.

RATES APPLY to each pound subject to the published minimum weight and are based on the actual or estimated INBOUND weight. No allowance will be made for attrition during the convention. Each shipment is considered separately. NO cumulative weights will be allowed on minimums, split shipments, free astrays, etc. Special service rates will not be split for mixed shipments.

SHIPMENTS OR EQUIPMENT REQUIRING SPECIAL HANDLING at the convention facility will be subject to a surcharge as indicated on the freight rate schedule. This classification shall be applied to, but not limited to, van shipments or shipments which are packed in such a manner as to require unloading by hand (i.e. loose display parts, uncrated equipment not delivered on a flat bed truck, etc.). Material will be unloaded from vans, exhibitor’s truck or trucks of others at the convention facility, delivered to the exhibitor’s booth, picked up at the close of the show, moved to the loading area and reloaded on trucks. It is incumbent on the exhibitor to provide written and accurate weight information on each shipment. Shipments received without receipts or freight bills such as UPS or U.S. Mail will be delivered to the booth without guarantee of piece count or condition. No liability will be assumed for such shipments.

SPECIAL SERVICES AND RATES - Fern Exposition & Event Services will provide steel banding services at $1.00 per ln. ft. as well as shrink wrap services for packaging of displays and equipment at $50.00 per skid-shrink wrap. Please see the Fern Exposition & Event Services Desk. Forklifts and drivers are available for spotting equipment in the booth at prevailing rates for equipment and labor. Mobile equipment will be moved in and out of the exhibit facility for $175.00 per round trip.

COLLECT SHIPMENTS may be refused or accepted at the option of Fern Exposition & Event Services. In cases where Fern Exposition & Event Services elects to receive such shipments, the responsible exhibitor or shipper will be notified immediately and payment in full for all charges due must be wired to Fern Exposition & Event Services within 24 hours. A twenty-five percent (25%) special service will be added to the freight bill for handling any consignments under these conditions. A $10.00 MINIMUM fee will apply to this service.

HAULING TO OR FROM LOCAL FACILITIES will be charged at prevailing hourly rates. In addition, appropriate weight charges for services rendered in accordance with the freight rate schedule will be applied.

INBOUND AND OUTBOUND TRAFFIC SCHEDULES are the responsibility of Fern Exposition and Event Services. To assure orderly and expeditious handling of exhibit material into and out of the convention hall, it is suggested that exhibitors, including local companies, clear all movement of exhibit material through Fern Exposition & Event Services, who is prepared to handle local pick-ups and deliveries on a coordinated schedule. In order to minimize congestion and comply with union requirements, all shipments should be channeled through Fern Exposition & Event Services.

EXHIBITS TO BE STORED will be charged at a rate of $1/lb per month, with a minimum monthly rate of $200.00 or fraction thereof. No charge for storage will be made for inbound shipments when received 30 days prior to the show.

EXHIBIT LOSS OR DISAPPEARANCE - Please refer to Terms and Conditions (TC-01 and TC-02) in this Exhibitor Services Manual.

DISPUTES - Please refer to Terms and Conditions (TC-01 and TC-02) in this Exhibitor Services Manual.

INSURANCE - Please refer to Terms and Conditions (TC-01 and TC-02) in this Exhibitor Services Manual.
EXHIBIT MATERIAL
RUSH
ADVANCE WAREHOUSE

To: ________________________________
  (Exhibiting Company Name)
c/o Fern
YRC
14700 Smith Road
Aurora, CO 80011

NACUFS 2019 Showcase
Booth Number: ______________________

Must Arrive By:
Monday, June 10 - Friday, June 28, 2019

fern
To: ___________________________________

(Exhibiting Company Name)
c/o Fern
Colorado Convention Center
700 14th Street
Denver, CO 80202

Cannot Arrive Before:
Tuesday, July 09, 2019 - Beginning at 1:00 PM.

EXHIBIT MATERIAL
RUSH
EVENT SITE

Booth Number: ________________________

fem

Copyright © 2019 Colorado Convention Center.
REFRIGERATED/FROZEN PRODUCT INSTRUCTIONS
(Colorado Convention Center Catering will not accept inbound shipments)

Freezer storage (20 degrees) and refrigerated storage (36 degrees) trailer space is available through Fern Expositions on the below dates & times only. Please note Sub-zero storage is not available. Please refer to item 1241 on the enclosed Refrigerated / Frozen Shipment Receiving & Storage form for price guidelines for this service.

Receiving Dates and Times for Refrigerated / Frozen Shipments

| Show Site - Tuesday, July 9th (Beginning at 1:00 PM) | 1:00 PM 5:00 PM |
| Show Site - Wednesday, July 10 - Thursday, July 11th | 8:00 AM - 5:00 PM |
| Show Site - Friday, July 12th | 8:00 AM - 11:30 AM |

PRODUCTS REQUIRING REFRIGERATED/FROZEN STORAGE ARRIVING OUTSIDE THE DESIGNATED DATES AND TIMES WILL BE REFUSED. ALL SHIPMENTS SENT TO THE CATERING OFFICE WILL BE REFUSED.

Please pay special attention to the enclosed shipping labels. All shipments requiring refrigeration/freezer storage must use the labels marked for COLD STORAGE, regardless of the permanent marking on the outside of cartons. Fern Exposition will assume no liability for improperly marked product placed into storage. It is to your advantage to use and to mark clearly your requirements on the enclosed Cold Storage shipping labels.

The handling rate and storage charge for the service will include receiving of product, placement of product into refrigerated / freezer storage, removal from storage at your request and delivery to your booth one time daily.

One half hour increment charge to apply for additional product removal from storage trailers during open hours of show.

It is mandatory that exhibitors who are making arrangements to have the Greater Rhode Island Convention Center Catering Department prepare their sample product use this service as the caterer/building does not have cold storage space available. Pay particular attention to delivery guidelines listed above and shipping labels that follow. At your re-quest, the caterer will make arrangements for date and time of product delivery to their kitchen from Fern cold storage trailers. Please refer to item 1241 on the enclosed Refrigerated/Frozen Shipment Receiving & Storage form for price guidelines for this service.

ALL UNCLAIMED PRODUCTS LEFT IN STORAGE AFTER 12:30 ON FRIDAY, JULY 12, 2019, WILL BE DONATED TO THE LOCAL FOOD BANK.
# NACUFS 2019 Showcase
July 11 - 12, 2019
Colorado Convention Center, Denver, Colorado

**REFRIGERATED/FROZEN PRODUCT RECEIVING & STORAGE**

**Freight Rate Schedule**
The rate for Refrigerated/Frozen product includes catering from cold storage once daily; and at the end of the show movement of your freight from the booth/trailers to the dock and reloading on outbound truck. A 100 lb. minimum charge per shipment applies.

<table>
<thead>
<tr>
<th>Category</th>
<th>Description</th>
<th>Received At:</th>
<th>Rate/lb.</th>
</tr>
</thead>
<tbody>
<tr>
<td>1241</td>
<td>Cold Storage - per delivery - Event Site Only</td>
<td>Show Site</td>
<td>$1.46/lb $146.00 min</td>
</tr>
</tbody>
</table>

Label each piece of shipment(s) as follows:

- **Exhibiting Company Name**: _______________________________________________________
- **Booth #** __________

## DIRECT TO EVENT SITE ONLY

- **(Exhibiting Company Name)**
  c/o Fern Exposition
  Colorado Convention Center
  700 14th Street
  Denver, CO 80202

Deliveries accepted
July 9th after 1:00 PM
through July 12th only.
Shipments received outside of the above time frame will be refused.

## Instructions

1. All shipments must be sent prepaid. Collect shipments will not be accepted.
2. Shipments must be clearly marked Refrigerated or Freezer Storage and delivered as per instructions on this form. Fern is not responsible for shipments not marked for refrigerated or frozen storage.
3. Rates are based on per shipment basis. A shipment is considered freight received from one shipping origin on one day. Each separate delivery is considered a separate shipment.
4. Complete Terms and Conditions are outlined in the Material Handling Terms & Conditions.

## ESTIMATED FREIGHT PAYMENT CALCULATION

<table>
<thead>
<tr>
<th>Shipment</th>
<th># of pieces</th>
<th>Weight (200 lb Min.)</th>
<th>Rate/lb.</th>
<th>Estimated Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

☐ Yes, I have completed and included the Payment Authorization Form.
If you have any questions or concerns about your invoice, please visit the Fern Exhibitor Service Desk at your show/event prior to leaving. No credits or refunds will be issued after close of the show/event on items and/or services ordered and not received.

Sub Total $___________
Grand Total $___________

All orders are subject to the terms and conditions as outlined on the Payment Terms & Conditions Form (TC-02) in the Exhibitor Service Manual.

| Exhibiting Company Name: ____________________________ | Booth # _________ |
PERISHABLE FOOD ITEM

ARUSH

REFRIGERATED SHIPMENT

To: __________________________ (Exhibiting Company Name)

Colorado Convention Center
700 14th Street
Denver, CO 80202

NACUFS 2019 Showcase

Booth Number: __________________________

Deliver on July 9 - 12, 2019 ONLY!

After 11:00 PM on July 9th

---

PERISHABLE FOOD ITEM

RUSH

REFRIGERATED SHIPMENT

To: __________________________ (Exhibiting Company Name)

Colorado Convention Center
700 14th Street
Denver, CO 80202

NACUFS 2019 Showcase

Booth Number: __________________________

Deliver on July 9 - 12, 2019 ONLY!

After 11:00 PM on July 9th
PERISHABLE CONTENTS

REFRIGERATE IMMEDIATELY

+2 TO +4 DEGREES CELSIUS
+35 TO +40 DEGREES FAHRENHEIT

Company ________________Booth # ________
PERISHABLE FOOD ITEM

RUSH

To: __________________________

Colorado Convention Center
700 14th Street
Denver, CO 80202

Booth Number: __________________________

After 1:00 PM on July 9th

Deliver on July 9 - 12, 2019 ONLY!

NACUFS 2019 Showcase

(Exhibiting Company Name)

To: __________________________

Colorado Convention Center
700 14th Street
Denver, CO 80202

Booth Number: __________________________

After 1:00 PM on July 9th

Deliver on July 9 - 12, 2019 ONLY!
PERISHABLE CONTENTS

FREEZE IMMEDIATELY

-18 TO -20 DEGREES CELSIUS
0 TO -5 DEGREES FAHRENHEIT

Company _____________ Booth # ________
**Product Removal Request / Daily Deliveries**

A Product Removal Request form must be completed for each movement of material to or from storage. You must have an authorized company representative present at the time of delivery at your booth to inventory the items and sign for them. 1 trip daily to your booth and 1 trip daily to return to storage will be performed at no charge. Additional trips will require a minimum charge of 1/2 hour labor. This form is also available on site.

- **Straight Time Labor**: 8:00 AM - 4:00 PM Monday through Friday $53.50 per 1/2 hr
- **Overtime Labor**: before 8:00 AM and after 4:00 PM Monday - Friday & all day Saturday, Sunday & Holidays $107.00 per 1/2 hr

Please list below the product to be removed from storage. Be sure to provide the product name as it appears on the cartons/containers/pallets.

All product must be removed from storage by 12:30 AM on July 12th. Product left after this time will be donated to a local food bank.

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>PC Count</th>
<th>Product Description</th>
<th>Rate</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

All orders are subject to the terms and conditions outlined on the payment form in the exhibitor kit.
Freedom Shipping

The only package that includes Material Handling and Priority Empty Return, so you can get home as fast as possible.

1. Home Pickup
2. Show Site Dropoff
3. Show Floor Delivery
4. Priority Empty Return
5. Reload & Send Home

Book your shipment now!
Call 816-986-9829 Email cspare@fernexpo.com
NACUFS 2019 Showcase
July 11 - 12, 2019
Colorado Convention Center, Denver, Colorado
07-02737-19

FERN TRANSPORTATION
Fern offers personalized service with a representative who is an expert in exhibit transportation and is familiar with all details pertaining to each tradeshow. We also provide pre-printed labels and shipping documents for inbound and outbound shipments. For your convenience, our representative will be on show site and available to assist with all your transportation needs.

Note: If Fern Transportation is not your freight carrier, please do not return this form.

SERVICE SELECTION (select the following)

Level of Service: 
- Ground  
- 2nd Day Air  
- Next Day Air  

Special Handling: 
- Lift-Gate  
- Residential Pick-up  
- Inside Pick-up  

Declared Value:  
- Insurance cost (min. $100): $4.25 per $100.00

For a quote, please contact Fern Transportation at:
Toll Free: 888.513.1984 / Local: 513.823.2770 / Fax: 513.823.2771

SHIPMENT BEING SENT TO (please check one):
- Advance Warehouse  
- Show Site

PICK UP ADDRESS PICK-UP DATE: ________________ FACILITY HOURS: ________________

Company Name: 
Contact Name: 
Address: 
City: State: Zip Code:
Email: 
Phone: 

BILL TO ADDRESS

Company Name: 
Contact Name: 
Address: 
City: State: Zip Code:
Email: 
Phone: 

EXHIBITOR SHIPMENT AUTHORIZATION

Signature X
Printed Name
Emergency/Mobile Phone #

By signing Exhibitor Shipment Authorization below, you and/or company agree to payment terms & conditions (listed in the show Exhibitor Services Manual), limits of liability (listed above) and authorize Fern to use any payment method on file (including credit card). All shipping charges and weights are estimates until the shipment is delivered.

SPECIAL INSTRUCTIONS

☐ Yes, I have completed and included the Payment Authorization Form.

If you have any questions or concerns about your invoice, please visit the Fern Exhibitor Service Center at your show/event prior to leaving. No credits or refunds will be issued after close of the show/event on items and/or services ordered and not received.

All orders are subject to the terms and conditions as outlined in the Exhibitor Service Manual.

Exhibiting Company Name: ________________________________ Booth # ___________
# NACUFS 2019 Showcase

**July 11 - 12, 2019**

**Colorado Convention Center, Denver, Colorado**

07-02737-19

---

### IMPORTANT INSTRUCTIONS

Every shipment must be labeled and requires a Fern Bill of Lading (BOL) for each destination.

1. Exhibitor must complete request form and return before show close
2. Fern will create a BOL and shipping labels that will be printed
3. BOL and shipping labels will be delivered to your booth or held at the Service Center
4. Exhibitor must properly pack each shipment and apply labels
5. Exhibitor must return the signed BOL to the Service Center with piece count and est. weight

### CARRIER SELECTION (select one of the following)

- **Fern Transportation**
- **Common Carrier**
- **Expedited Carrier**
- **Company Truck/POV**
- **Van Line**

#### Level of Service:
- **Ground**
- **2nd Day Air**
- **Next Day Air**

#### Special Handling:
- **Lift-Gate**
- **Residential Delivery**
- **Inside Delivery**

#### Declared Value (optional):

Insurance cost (min. $100): $4.25 per $100.00

---

### SHIP TO ADDRESS

**Company Name:**

**Contact Name:**

**Address:**

**City:**

**State:**

**Zip Code:**

**Email:**

**Phone:**

### BILL TO ADDRESS

**Company Name:**

**Contact Name:**

**Address:**

**City:**

**State:**

**Zip Code:**

**Email:**

**Phone:**

### EXHIBITOR SHIPMENT AUTHORIZATION

**Signature X**

**Printed Name**

**Emergency/Mobile Phone #**

By signing Exhibitor Shipment Authorization below, you and/or company agree to payment terms & conditions (listed in the show Exhibitor Services Manual), limits of liability (listed above) and authorize Fern to use any payment method on file (including credit cards). All shipping charges and weights are estimates until the shipment is delivered.

---

### PACKAGE DIMENSIONS

<table>
<thead>
<tr>
<th>Pkg #1 Dimensions:</th>
<th>Est. Wt.:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pkg #2 Dimensions:</td>
<td>Est. Wt.:</td>
</tr>
<tr>
<td>Pkg #3 Dimensions:</td>
<td>Est. Wt.:</td>
</tr>
<tr>
<td>Pkg #4 Dimensions:</td>
<td>Est. Wt.:</td>
</tr>
<tr>
<td>Pkg #5 Dimensions:</td>
<td>Est. Wt.:</td>
</tr>
</tbody>
</table>

**Total Estimated Weight:**

---

### SPECIAL INSTRUCTIONS

☐ Yes, I have completed and included the Payment Authorization Form.

If you have any questions or concerns about your invoice, please visit the Fern Exhibitor Service Center at your show/event prior to leaving. No credits or refunds will be issued after close of the show/event on items and/or services ordered and not received.

All orders are subject to the terms and conditions as outlined in the Exhibitor Service Manual.

---

**Exhibiting Company Name:**

**Booth #**
## Exhibitor Information

<table>
<thead>
<tr>
<th>Company</th>
<th>Booth #</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>City</th>
<th>Onsite Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Prov/State</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Postal/Zip Code</th>
<th>Fax</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Lead Retrieval Packages

<table>
<thead>
<tr>
<th>MYLeads – MOBILE APP</th>
<th>Quantity</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>3 4 Licenses</td>
<td>$300.00</td>
</tr>
<tr>
<td></td>
<td>Additional Licenses</td>
<td>$75.00</td>
</tr>
<tr>
<td></td>
<td>$</td>
<td></td>
</tr>
</tbody>
</table>

**MYLeads – Standard**

- A small, lightweight & easy to carry scanner, equipped with just one key, allows for easy and straightforward use. Equipped with 128 KB of memory, it provides an economical method of collecting leads. An electronic file is provided within one business day after the show closes. *No electrical power required*.

<table>
<thead>
<tr>
<th>MYLeads – Standard</th>
<th>Quantity</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Early Bird Price</td>
<td>$260.00</td>
</tr>
<tr>
<td></td>
<td>Price (After June 26)</td>
<td>$310.00</td>
</tr>
<tr>
<td></td>
<td>$</td>
<td></td>
</tr>
</tbody>
</table>

**MYLeads - Premium**

- A compact portable battery-powered scanner. Fast and easy to use. Freedom to scan anywhere in the show and **no electrical power required**. Ability to personalize with custom qualifiers or use of 10 standard qualifiers. Leads print off automatically in your booth and an electronic file is provided within one business day after the show closes.

<table>
<thead>
<tr>
<th>MYLeads - Premium</th>
<th>Quantity</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Early Bird Price</td>
<td>$310.00</td>
</tr>
<tr>
<td></td>
<td>Price (After June 26)</td>
<td>$360.00</td>
</tr>
<tr>
<td></td>
<td>$</td>
<td></td>
</tr>
</tbody>
</table>

### Payment

- **Paying by Check**
  - Check Payable to CONEXSYS
  - Tax ID #76-0704632
  - Total amount due in U.S. dollars
  - TOTAL

<table>
<thead>
<tr>
<th>Account #</th>
<th>Expiry Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Cardholder</th>
<th>Signature</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Ordered By</th>
<th>Email address for receipt</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### CANCELLATION POLICY: No refunds after June 26, 2019

### Complete both sides and return to:  
**Please Note:**

- Barcode Scanners must be picked up at the Lead Retrieval Services desk located at the registration area. On-site orders see CONEXSYS at the Lead Retrieval Services desk.

All equipment is offered on a rental basis and must be returned to the lead retrieval desk at the start of the scheduled exhibit breakdown period. All equipment is the sole responsibility of the exhibitor during the rental period. Lost or damaged equipment is subject to an additional charge, up to the full replacement cost.

CONEXSYS will take reasonable precautions to ensure the safety and integrity of the data produced from this service and does not accept liability for any losses incurred resulting from missing or invalid information.

- Order Online: www.conexsysleads.com
- Event Code: NACUFS19
- Order By Fax: (877) 247-0864
- Order By Mail: CONEXSYS INTERNATIONAL
  100 Cummings Center, Suite 320-H
  Beverly, MA 01915
- Order by Email: james@conexsys.com
- For additional Information (978) 338 4194
**Exhibitor Lead Menu (Optional)**

Exhibitor: _______________________________  Booth: ____________

### REFERENCES: (MAXIMUM 8)
Ex. Sales Reps, Territories, Divisions, etc.

<table>
<thead>
<tr>
<th></th>
<th>5</th>
<th>6</th>
<th>7</th>
<th>8</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### PRODUCTS AND SERVICE:

<table>
<thead>
<tr>
<th></th>
<th>14</th>
<th>15</th>
<th>16</th>
<th>17</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>9</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>10</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>11</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>12</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>13</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### FOLLOW UPS: (MAXIMUM 8)

- [ ] 1. PHONE CALL
- [ ] 2. SALES VISIT
- [ ] 3. DEMONSTRATION
- [ ] 4. QUOTATION
- [ ] 5. SEND LITERATURE
- [ ] 6. HOT LEAD (URGENT)
- [ ] 7. SEE NOTES
- [ ] 8. READY TO PURCHASE
- [ ] 9. MAKES PURCHASING DEC.
- [ ] 10. ORDER PLACED AT SHOW

*Lead Menu included when ordered before event date. If added onsite, $100 additional charge may apply.*
EXHIBITOR SERVICES ORDER FORM
For Electrical, Telephone, Cable TV, Air, Water and Drain.

RECEIVE 20% OFF BY PLACING YOUR ORDER ONLINE!!!

Order must be placed no later than two weeks prior to first show move-in date at:

www.denverconvention.com/exhibit-at-an-event
RECEIVE 20% DISCOUNT BY ORDERING ON-LINE ONLY 15 DAYS PRIOR TO FIRST SHOW MOVE-IN DATE.
CCC must have order, booth floor plan, and full payment by this deadline to honor online discount pricing.
denverconvention.com/exhibit-at-an-event

STANDARD 120V ELECTRICAL ORDER FORM

Order Online, Fax, or Mail at:
Colorado Convention Center
Attn: Exhibitor Services 303.228.8027 Ph
700 14th Street 303.228.8101 Fax
Denver, CO 80202 www.denverconvention.com

<table>
<thead>
<tr>
<th>Electrical Services</th>
<th>QTY</th>
<th>Standard Rate</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>5 AMPS OR 500 WATTS (Single outlet)</td>
<td></td>
<td>$100.00</td>
<td></td>
</tr>
<tr>
<td>10 AMPS OR 1000 WATTS (Duplex box)</td>
<td></td>
<td>$115.00</td>
<td></td>
</tr>
<tr>
<td>20 AMPS OR 2000 WATTS (Quad box)</td>
<td></td>
<td>$155.00</td>
<td></td>
</tr>
</tbody>
</table>

TOTAL PAYMENT

**See Special 120V order form for 24-hour power and overhead drop pricing and ordering.**

<table>
<thead>
<tr>
<th>Additional Items (Electrical Service must be ordered first)</th>
<th>QTY</th>
<th>Standard Rate</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>SIX PLUG STRIP</td>
<td></td>
<td>$30.00</td>
<td></td>
</tr>
<tr>
<td>25’ EXTENSION CORD</td>
<td></td>
<td>$30.00</td>
<td></td>
</tr>
<tr>
<td>LABOR (Special placement, changes, or repairs are charged in 1 hour increments.)</td>
<td></td>
<td>$75.00</td>
<td></td>
</tr>
</tbody>
</table>

TOTAL PAYMENT

ONSITE SURCHARGE — ALL SERVICES, WITH THE EXCEPTION OF LABOR, WILL BE ASSESSED A 30% LATE FEE IF ORDERED ON/AFTER THE FIRST SHOW MOVE-IN DAY. THERE WILL BE A $50.00 PROCESSING FEE FOR ALL REFUNDS REQUESTED.*

CREDIT CARD NUMBER: [ ] AMEX [ ] MC [ ] VISA

Expiry Date: [ ]

Print Cardholder's Name:

Cardholder's Signature:

Signature acknowledges payment policies, all conditions & regulations

- All payments must be paid in full (before services are provided) by Visa, Master Card, American Express, cash, check or money order (payable in U.S. funds on U.S. banks). Enclose money order or check with your order form.
- Services are provided in the most convenient manner for center electricians UNLESS booth floor plan is submitted prior to first show move-in date. Services must be ordered and individually identified on a booth floor plan.
- BOOTH LAYOUT DIMENSIONS—Please submit booth floor plans with exact placements of each service drop, for spaces larger than 10x10. Special placement, testing and/or changes after the initial set will require additional labor and material charges.
- CCC Electricians will not split/branch service to achieve multiple locations. Services must be ordered for each individual location requested. Exhibitors may bring personal UL approved 3-wire cords and equipment to distribute if desired.
- FOR 120V SERVICE LARGER THAN 20A or special needs PLEASE CALL 303.228.8027.

Rates effective through 12/31/19
ORDER ONLINE AT WWW.DENVERCONVENTION.COM
SERVICE LOCATOR PLAN

<table>
<thead>
<tr>
<th>Event Name:</th>
<th>Event Dates:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Company Name:</td>
<td>Booth Number:</td>
</tr>
</tbody>
</table>

All 10X10 and in-line booth services will be installed in the center back of the space. Larger booth exhibitors (i.e. Islands and Peninsulas,) **must submit a properly oriented booth floor plan**, including the adjacent booth numbers surrounding the booth, to ensure proper installation and also to prevent postponement.

**NOTE:** If a booth floor plan is **not** provided, services will be placed in the most convenient location. For booth spaces with multiple service drop locations, exact placement for each individual drop must be indicated on the Service Locator Plan, including electric, telephone, cable TV, compressed air, drain and water services. Special placement, testing and/or changes after the initial set will require additional labor and material charges.

*Multiple service orders without a booth floor plan, will be serviced on a first come, first serve basis.*

**Electrical Services:**
- **E**— Indicates each amp/watt (Will **not** be split or branched)
- **O**— Indicates overhead drop (Include height information)

**Telephone Services:**
- **T**— Indicates Telephone Lines
- **F**— Indicates Data/Fax Lines

**Compressed Air / Water / Drain:**
Indicate each drop by writing **Air / Water / Drain**

**Please also indicate overhead or hanging utilities and all height information pertinent to each.**

Please indicate scale: 1 square = ________ Feet. Other scale: __________________________

<table>
<thead>
<tr>
<th>BACK</th>
<th>BACK</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Note adjacent booth # to left side of your booth

<table>
<thead>
<tr>
<th>FRONT</th>
<th></th>
<th>FRONT</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Note adjacent booth # to right side of your booth

Note adjacent booth # to front side of your booth
**SPECIAL 120V**

**ELECTRICAL ORDER FORM**

**Order Online, Fax, or Mail at:**
Colorado Convention Center
Attn: Exhibitor Services
700 14th Street
Denver, CO 80202
www.denverconvention.com

**Event Name:___________________________________________**

Booth # __________________ Booth Dimensions ________________

Event Dates ____________________________________________

Company Name _________________________________________

Address _______________________________________________

City ______________________ St________ Zip _______________

Phone _____________________ Fax________________________

E-mail _________________________________________________

Onsite Contact _________________________________________

---

**SPECIAL 120V ELECTRICAL ORDER FORM**

**Rates effective through 12/31/19**

**Order Online, Fax, or Mail at:**
Colorado Convention Center
Attn: Exhibitor Services
303.228.8027 Ph
303.228.8101 Fx
700 14th Street
Denver, CO 80202
www.denverconvention.com

---

**ELECTRICAL SERVICES**

<table>
<thead>
<tr>
<th>QTY</th>
<th>24- HOUR POWER</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>5 AMPS OR 500 WATTS (Single outlet)</td>
<td>$150.00</td>
<td></td>
</tr>
<tr>
<td>10 AMPS OR 1000 WATTS (Duplex box)</td>
<td>$175.00</td>
<td></td>
</tr>
<tr>
<td>20 AMPS OR 2000 WATTS (Quad box)</td>
<td>$230.00</td>
<td></td>
</tr>
</tbody>
</table>

**OVERHEAD POWER**

<table>
<thead>
<tr>
<th>QTY</th>
<th>OVERHEAD POWER</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>5 AMPS OR 500 WATTS (Single outlet)</td>
<td>$200.00</td>
<td></td>
</tr>
<tr>
<td>10 AMPS OR 1000 WATTS (Duplex box)</td>
<td>$230.00</td>
<td></td>
</tr>
<tr>
<td>20 AMPS OR 2000 WATTS (Quad box)</td>
<td>$310.00</td>
<td></td>
</tr>
</tbody>
</table>

**TOTAL PAYMENT**

**ONSITE SURCHARGE** — ALL SERVICES, WITH THE EXCEPTION OF LABOR, WILL BE ASSESSED A 30% LATE FEE IF ORDERED ON/AFTER THE FIRST SHOW MOVE-IN DAY. THERE WILL BE A $50.00 PROCESSING FEE FOR ALL REFUNDS REQUESTED.*

**CREDIT CARD NUMBER:**

[ ] AMEX [ ] MC [ ] VISA

**EXPIRATION DATE:**

[ ] [ ] [ ] [ ] [ ] [ ]

**PRINT CARDHOLDERS NAME:**

[ ] [ ] [ ] [ ] [ ] [ ]

**CARDHOLDERS SIGNATURE:**

[ ] [ ] [ ] [ ] [ ] [ ]

**SIGNATURE ACKNOWLEDGES PAYMENT POLICIES, ALL CONDITIONS & REGULATIONS**

---

- All payments must be paid in full (before services are provided) by Visa, Master Card, American Express, cash, check or money order (payable in U.S. funds on U.S. banks). Enclose money order or check with order form.
- Services are provided in the most convenient manner for center electricians UNLESS booth floor plan is submitted prior to first show move-in date. Services must be ordered and individually identified on a booth floor plan.
- **BOOTH LAYOUT DIMENSIONS**—Please submit booth floor plans with exact placements of each service drop, for spaces larger than 10x10. Special placement, testing and/or changes after the initial set will require additional labor and material charges.
- CCC Electricians will not split/branch service to achieve multiple locations. Services must be ordered for each individual location requested. Exhibitors may bring personal UL approved 3-wire cords and equipment to distribute if desired.
- **Overhead power** is not intended for theatrical lighting fixtures. All Lighting must be built to the floor by an approved lighting contractor.
- **FOR 120V SERVICE LARGER THAN 20A** or special needs **PLEASE CALL** 303.228.8027.

---

**INTERNAL USE ONLY**

**CHECK NO._________**
All 10X10 and in-line booth services will be installed in the center back of the space. Larger booth exhibitors (i.e. Islands and Peninsulas,) **must submit a properly oriented booth floor plan**, including the adjacent booth numbers surrounding the booth, to ensure proper installation and also to prevent postponement.

**NOTE:** If a booth floor plan is **not** provided, services will be placed in the most convenient location.

For booth spaces with multiple service drop locations, exact placement for each individual drop must be indicated on the Service Locator Plan, including electric, telephone, cable TV, compressed air, drain and water services. Special placement, testing and/or changes after the initial set will require additional labor and material charges.

**Multiple service orders without a booth floor plan, will be serviced on a first come, first serve basis.**

**Electrical Services:**
- E— Indicates each amp/watt (Will **not** be split or branched)
- O— Indicates overhead drop (Include height information)

**Telephone Services:**
- T— Indicates Telephone Lines
- F— Indicates Data/Fax Lines

**Compressed Air / Water / Drain:**
Indicate each drop by writing *Air / Water / Drain*

- **Please also indicate overhead or hanging utilities and all height information pertinent to each.**

Please indicate scale: 1 square = _________ Feet. Other scale: __________________________
**INDUSTRIAL 208V ELECTRICAL ORDER FORM**

**Event Name:** ___________________________

**Booth # ______________**  **Booth Dimensions ______________**

**Event Dates __________________________________________**

**Company Name _________________________________________**

**Address _______________________________________________**

**City ______________________St________ Zip _______________**

**Phone _____________________ Fax________________________**

**E-mail _________________________________________________**

**Onsite Contact _________________________________________**

---

**INDUSTRIAL 208V ELECTRICAL ORDER FORM**

Order Online, Fax, or Mail at:
Colorado Convention Center
Attn: Exhibitor Services
700 14th Street
Denver, CO 80202
303.228.8027 Ph
303.228.8101 Fx
www.denverconvention.com

---

**SINGLE-PHASE SERVICES**

<table>
<thead>
<tr>
<th>QTY</th>
<th>STANDARD RATE</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>20 AMPS OR 3,300 WATTS</td>
<td>$280.00</td>
<td></td>
</tr>
<tr>
<td>30 AMPS OR 4,900 WATTS</td>
<td>$325.00</td>
<td></td>
</tr>
<tr>
<td>40 AMPS OR 6,500 WATTS</td>
<td>$575.00</td>
<td></td>
</tr>
<tr>
<td>50 AMPS OR 8,300 WATTS</td>
<td>$755.00</td>
<td></td>
</tr>
<tr>
<td>60 AMPS OR 10,000 WATTS</td>
<td>$890.00</td>
<td></td>
</tr>
<tr>
<td>100 AMPS OR 16,600 WATTS</td>
<td>$1,370.00</td>
<td></td>
</tr>
</tbody>
</table>

**THREE-PHASE SERVICE**

<table>
<thead>
<tr>
<th>QTY</th>
<th>STANDARD RATE</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>20 AMPS OR 5,700 WATTS</td>
<td>$375.00</td>
<td></td>
</tr>
<tr>
<td>30 AMPS OR 8,600 WATTS</td>
<td>$435.00</td>
<td></td>
</tr>
<tr>
<td>40 AMPS OR 11,500 WATTS</td>
<td>$710.00</td>
<td></td>
</tr>
<tr>
<td>50 AMPS OR 14,400 WATTS</td>
<td>$900.00</td>
<td></td>
</tr>
<tr>
<td>60 AMPS OR 17,200 WATTS</td>
<td>$1,100.00</td>
<td></td>
</tr>
<tr>
<td>100 AMPS OR 28,800 WATTS</td>
<td>$1,615.00</td>
<td></td>
</tr>
</tbody>
</table>

**LABOR** (Special placement, changes, or repairs are charged in 1 hour increments.)

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**TOTAL PAYMENT**

**ONSITE SURCHARGE** — ALL SERVICES, WITH THE EXCEPTION OF LABOR, WILL BE ASSESSED. A 30% LATE FEE IF ORDERED ON/AFTER THE FIRST SHOW MOVE-IN DAY. THERE WILL BE A $50.00 PROCESSING FEE FOR ALL REFUNDS REQUESTED.*

---

**CREDIT CARD NUMBER:**

<table>
<thead>
<tr>
<th>AMEX</th>
<th>MC</th>
<th>VISA</th>
</tr>
</thead>
</table>

**EXPIRATION DATE:**

**PRINT CARDHOLDERS NAME:**

**CARDHOLDERS SIGNATURE:**

SIGNATURE ACKNOWLEDGES PAYMENT POLICIES, ALL CONDITIONS & REGULATIONS

---

- All payments must be paid in full (before services are provided) by Visa, Master Card, American Express, cash, check or money order (payable in U.S. funds on U.S. banks). Enclose money order or check with order form.
- For higher voltage call Exhibitor Services at 303.228.8027 for quoted power, labor and materials. Prices for 208V service up to 100amps include delivery to the booth and do not include hardwire connection or special equipment. Unless noted, services are provided in the most convenient manner. All changes made after services are placed will be charged time and materials.
- Services are provided in the most convenient manner for center electricians UNLESS booth floor plan is submitted prior to first show move-in date. **BOOTH LAYOUT DIMENSIONS**—Please submit booth floor plans with exact placements of each service drop, for spaces larger than 10x10. Special placement, testing and/or changes after the initial set will require additional labor and material charges.

---

Rates effective through 12/31/19

ORDER ONLINE AT WWW.DENVERCONVENTION.COM

---

**INTERNAL USE ONLY**

**CHECK NO.__________**
SERVICE LOCATOR PLAN

Event Name:  
Event Dates:  
Company Name:  
Booth Number:  

All 10X10 and in-line booth services will be installed in the center back of the space. Larger booth exhibitors (i.e. Islands and Peninsulas,) must submit a properly oriented booth floor plan, including the adjacent booth numbers surrounding the booth, to ensure proper installation and also to prevent postponement.

**NOTE:** If a booth floor plan is not provided, services will be placed in the most convenient location.

For booth spaces with multiple service drop locations, exact placement for each individual drop must be indicated on the Service Locator Plan, including electric, telephone, cable TV, compressed air, drain and water services. Special placement, testing and/or changes after the initial set will require additional labor and material charges.

*Multiple service orders without a booth floor plan, will be serviced on a first come, first serve basis.*

**Electrical Services:**
- E—Indicates each amp/watt (Will not be split or branched)
- O—Indicates overhead drop (Include height information)

**Telephone Services:**
- T—Indicates Telephone Lines
- F—Indicates Data/Fax Lines

**Compressed Air / Water / Drain:**
Indicate each drop by writing *Air / Water / Drain*

**Please also indicate overhead or hanging utilities and all height information pertinent to each.**

Please indicate scale: 1 square = ________ Feet. Other scale: ________________________________

<table>
<thead>
<tr>
<th></th>
<th></th>
<th>BACK</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Note adjacent booth # to left side of your booth</td>
<td>Note adjacent booth # to left side of your booth</td>
<td></td>
</tr>
<tr>
<td>______</td>
<td>______</td>
<td></td>
</tr>
</tbody>
</table>

|       |       |       | BACK |
|-------|-------|-------|
|       |       |       |      |
| Notice adjacent booth # to right side of your booth | Note adjacent booth # to right side of your booth |
| ______ | ______ |

<table>
<thead>
<tr>
<th></th>
<th></th>
<th>FRONT</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Note adjacent booth # to front side of your booth</td>
<td>Note adjacent booth # to front side of your booth</td>
<td></td>
</tr>
<tr>
<td>______</td>
<td>______</td>
<td></td>
</tr>
</tbody>
</table>
**INDUSTRIAL 208V ELECTRICAL ORDER FORM**

**Order Online, Fax, or Mail at:**
Colorado Convention Center
Attn: Exhibitor Services
700 14th Street
Denver, CO 80202

**Rates effective through 12/31/19**

**CREDIT CARD NUMBER:**

<table>
<thead>
<tr>
<th>AMEX</th>
<th>MC</th>
<th>VISA</th>
</tr>
</thead>
</table>

**EXPIRATION DATE:**

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
</table>

**PRINT CARDHOLDERS NAME:**

**CARDHOLDERS SIGNATURE:**

**SIGNATURE ALSO ACKNOWLEDGES PAYMENT POLICIES, ALL CONDITIONS & REGULATIONS**

---

**SINGLE-PHASE SERVICES**

<table>
<thead>
<tr>
<th>QTY</th>
<th>24-Hour Power</th>
<th>Overhead Power</th>
<th>24-Hour Overhead</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>20 AMPS OR 3,300 WATTS</td>
<td>$420.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>30 AMPS OR 4,900 WATTS</td>
<td>$490.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>40 AMPS OR 6,500 WATTS</td>
<td>$865.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>50 AMPS OR 8,300 WATTS</td>
<td>$1,135.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>60 AMPS OR 10,000 WATTS</td>
<td>$1,335.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>100 AMPS OR 16,600 WATTS</td>
<td>$2,055.00</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**THREE-PHASE SERVICES**

<table>
<thead>
<tr>
<th>QTY</th>
<th>24-Hour Power</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>20 AMPS OR 5,700 WATTS</td>
<td>$560.00</td>
<td></td>
</tr>
<tr>
<td>30 AMPS OR 8,600 WATTS</td>
<td>$655.00</td>
<td></td>
</tr>
<tr>
<td>40 AMPS OR 11,500 WATTS</td>
<td>$1,065.00</td>
<td></td>
</tr>
<tr>
<td>50 AMPS OR 14,400 WATTS</td>
<td>$1,350.00</td>
<td></td>
</tr>
<tr>
<td>60 AMPS OR 17,200 WATTS</td>
<td>$1,650.00</td>
<td></td>
</tr>
<tr>
<td>100 AMPS OR 28,800 WATTS</td>
<td>$2,425.00</td>
<td></td>
</tr>
</tbody>
</table>

**TOTAL PAYMENT**

ONSITE SURCHARGE — ALL SERVICES, WITH THE EXCEPTION OF LABOR, WILL BE ASSESSED. A 30% LATE FEE IF ORDERED ON/AFTER THE FIRST SHOW MOVE-IN DATE. THERE WILL BE A $50.00 PROCESSING FEE FOR ALL REFUNDS REQUESTED.*

---

- All payments must be paid in full (before services are provided) by Visa, Master Card, American Express, cash, check or money order (payable in U.S. funds on U.S. banks). Enclose money order or check with order form.
- Overhead power is not intended for theatrical lighting fixtures. All lighting must be built to the floor by an approved lighting contractor.
- Services are provided in the most convenient manner for center electricians UNLESS booth floor plan is submitted prior to first move-in date. BOOTH LAYOUT DIMENSIONS—Please submit booth floor plans with exact placements of each service drop, for exhibit areas or space larger than 10x10. Special placement, testing and/or changes after the initial set will require additional labor and material charges.
- For higher voltage call Exhibitor Services at 303.228.8027 for quoted power, labor and materials. Prices for 208V service up to 100amps include delivery to the booth and do not include hardwire connection or special equipment.

**INTERNAL USE ONLY**

**CHECK NO._________**
 SERVICE LOCATOR PLAN 

<table>
<thead>
<tr>
<th>Event Name:</th>
<th>Event Dates:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Company Name:</td>
<td>Booth Number:</td>
</tr>
</tbody>
</table>

All 10X10 and in-line booth services will be installed in the center back of the space. Larger booth exhibitors (i.e. Islands and Peninsulas,) **must submit a properly oriented booth floor plan,** including the adjacent booth numbers surrounding the booth, to ensure proper installation and also to prevent postponement.

**NOTE:** If a booth floor plan is not provided, services will be placed in the most convenient location. For booth spaces with multiple service drop locations, exact placement for each individual drop must be indicated on the Service Locator Plan, including electric, telephone, cable TV, compressed air, drain and water services. Special placement, testing and/or changes after the initial set will require additional labor and material charges.

*Multiple service orders without a booth floor plan, will be serviced on a first come, first serve basis.*

**Electrical Services:**
- E — Indicates each amp/watt (Will not be split or branched)
- O — Indicates overhead drop (Include height information)

**Telephone Services:**
- T — Indicates Telephone Lines
- F — Indicates Data/Fax Lines

**Compressed Air / Water / Drain:**
Indicate each drop by writing **Air / Water / Drain**

**Please also indicate overhead or hanging utilities and all height information pertinent to each.**

Please indicate scale: 1 square = _________ Feet. Other scale: __________________________

---

Note adjacent booth # to left side of your booth

Note adjacent booth # to right side of your booth

Note adjacent booth # to front side of your booth
Event Name: ___________________________________________
Booth # ______________    Booth Dimensions _______________
Event Dates ____________________________________________
Company Name _________________________________________
Address _______________________________________________
City ______________________St________ Zip _______________
Phone _____________________ Fax________________________
E-mail _________________________________________________
Onsite Contact __________________________________________

Rates effective through 12/31/19
ORDER ONLINE AT WWW.DENVERCONVENTION.COM

---

**TELEPHONE & CABLE TV ORDER FORM**

Order Online, Fax, or Mail at:
Colorado Convention Center
Attn: Exhibitor Services 303.228.8027 Ph
700 14th Street 303.228.8101 Fx
Denver, CO  80202 www.denverconvention.com

---

**TELEPHONE SERVICE** - dial 9 for all outside calls

<table>
<thead>
<tr>
<th>QTY</th>
<th>STANDARD RATE</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>STANDARD PHONE SERVICE (with instrument, single line service)</td>
<td>$250.00</td>
<td></td>
</tr>
<tr>
<td>FAX, MODEM, CREDIT CARD LINE (no Instrument, analog line)</td>
<td>$250.00</td>
<td></td>
</tr>
<tr>
<td>ADVANCED PHONE SERVICE (with instrument, multi-button service)</td>
<td>$450.00</td>
<td></td>
</tr>
<tr>
<td>POLYCOMM SPEAKER PHONE</td>
<td>$450.00</td>
<td></td>
</tr>
<tr>
<td>EXTENSION (Same Telephone #, additional location)</td>
<td>$100.00</td>
<td></td>
</tr>
<tr>
<td>VOICEMAIL BOX</td>
<td>$50.00</td>
<td></td>
</tr>
<tr>
<td>CALL HUNT/ROLLOVER/CALL PICKUP — (If ordering multiple lines, maximum 2 times)</td>
<td>$50.00</td>
<td></td>
</tr>
</tbody>
</table>

**LONG DISTANCE SERVICE** — Standard service does not include Long Distance Access. Long-distance calls require a credit card authorization form to be on file and calls will be charged to your card.

**INITIAL HERE TO ACCESS LONG DISTANCE SERVICE:**

---

**SPECIAL SERVICES**

<table>
<thead>
<tr>
<th>QTY</th>
<th>STANDARD RATE</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>EXTEND POTS, ISDN, T1, other</td>
<td>$250.00</td>
<td></td>
</tr>
</tbody>
</table>

Ordered by the exhibitor and delivered to the Convention Center Demarc by Exhibitor’s carrier of choice.
To ensure delivery to the Convention Center, please order from your carrier a minimum of four weeks prior to the show.
Order # __________ Circuit No. _______________ Carrier Installation Date ________________

**LABOR** (Special placement, changes or repairs are charged in 1 hour increments.)

$75.00

---

**CABLE TV SERVICES** — (Provided By Comcast)

<table>
<thead>
<tr>
<th>QTY</th>
<th>STANDARD RATE</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>DIGITAL/HDTV SERVICE (Set top box upgrade)</td>
<td>$300.00</td>
<td></td>
</tr>
<tr>
<td>• 1 box per TV Set — Two-Week Advance R.S.V.P. Required</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**TOTAL PAYMENT**

---

**ONSITE SURCHARGE** — ALL SERVICES, WITH THE EXCEPTION OF LABOR, WILL BE ASSESSED.
A 30% LATE FEE IF ORDERED ON/AFTER THE FIRST SHOW MOVE-IN DAY.
THERE WILL BE A $50.00 PROCESSING FEE FOR ALL REFUNDS REQUESTED.*

**CREDIT CARD NUMBER:**

[ ] AMEX  [ ] MC  [ ] Visa

**EXPIRATION DATE:**

[ ] [ ] [ ] [ ] [ ]

**PRINT CARDHOLDERS NAME:**

**CARDHOLDERS SIGNATURE:**

SIGNATURE ALSO ACKNOWLEDGES PAYMENT POLICIES, ALL CONDITIONS & REGULATIONS

---

• Phone Usage Charges: Usage charges are billed by CCC/SMG at the end of the show. Local and toll-free calls are free. Long distance calls are billed at AT&T retail rates.—Credit card must be on file before long-distance service is activated.

• Services are provided in the most convenient manner for center technicians UNLESS booth floor plan is submitted prior to first show move-in date. **BOOTH LAYOUT DIMENSIONS**—Please submit booth floor plans with exact placements of each service drop, for exhibit areas or space larger than 10x10. Special placement, testing and/or changes after the initial set will require additional labor and material charges.

• Handsets must be picked up by Exhibitor at the Service Desk upon arrival.

• Cable TV Set Top Boxes will be delivered to the booth prior to Show Open.

Rates effective through 12/31/19
ORDER ONLINE AT WWW.DENVERCONVENTION.COM

---

INTERNAL USE ONLY
CHECK NO._________
**CABLE TV AND SATELLITE DISH INFORMATION FORM**

**Cable TV**

**Digital (HDTV)**
- Outputs: HDMI, S Video, RCA, L/R audio, Coaxial, and Optical digital audio
- By request for legacy devices

**Requested Output**
- Number of Cable Drops
- Single Drop(s) W/Splitters
- Individual Cables No Splitters

**Cable Cards**
- The CCC does not provide Cable Cards. Arrangements for this service must be made with Comcast directly.

**Satellite Dish**

**Note:** Vendor must supply all Dish/Antenna hardware, stands, roof protection, stand ballast, cable, connectors and any other materials required for installation. All equipment must be removed by the vendor immediately after event close.

**Dish Antenna to be Installed on Roof**
- Cables to be run to Exhibit/Booth/Area

**Date and Time Installation and Service Required By:**

**Additional Service Requirements:**

---

**Internal Use Only**

<table>
<thead>
<tr>
<th></th>
<th>Estimate</th>
<th>Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lift Use (Hrs)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mhrs</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cable (FT)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Splitters (QTY)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Additional Materials Used:**

---

**Receive 20% Discount by Ordering On-Line Only 15 Days Prior to First Show Move-In Date.**

**CCC must have order, booth floor plan, and full payment by this deadline to honor online discount pricing.**

denverconvention.com/exhibit-at-an-event
All 10X10 and in-line booth services will be installed in the center back of the space. Larger booth exhibitors (i.e. Islands and Peninsulas,) **must submit a properly oriented booth floor plan**, including the adjacent booth numbers surrounding the booth, to ensure proper installation and also to prevent postponement.

**NOTE:** If a booth floor plan is not provided, services will be placed in the most convenient location. For booth spaces with multiple service drop locations, exact placement for each individual drop must be indicated on the Service Locator Plan, including electric, telephone, cable TV, compressed air, drain and water services. Special placement, testing and/or changes after the initial set will require additional labor and material charges.

*Multiple service orders without a booth floor plan, will be serviced on a first come, first serve basis.*

### Electrical Services:
- **E**— Indicates each amp/watt (Will not be split or branched)
- **O**— Indicates overhead drop (Include height information)

### Telephone Services:
- **T**— Indicates Telephone Lines
- **F**— Indicates Data/Fax Lines

### Compressed Air / Water / Drain:
Indicate each drop by writing **Air / Water / Drain**

**Please also indicate overhead or hanging utilities and all height information pertinent to each.**

Please indicate scale: 1 square = __________ Feet.  Other scale: __________________________

---

Event Name:  
Event Dates:  
Company Name:  
Booth Number:  

<table>
<thead>
<tr>
<th>BACK</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Note adjacent booth # to right side of your booth  

<table>
<thead>
<tr>
<th>FRONT</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Note adjacent booth # to front side of your booth  

Note adjacent booth # to left side of your booth
**COMPRESSED AIR SERVICES — ½” NPT Fitting**

<table>
<thead>
<tr>
<th>QTY</th>
<th>STANDARD RATE</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Single Outlet — 1/2” male or female schedule 40 pipe thread adaptor</td>
<td>$300.00</td>
<td></td>
</tr>
<tr>
<td>Branch to additional locations</td>
<td>$200.00</td>
<td></td>
</tr>
</tbody>
</table>

**COLD WATER SERVICES — ½” NPT Fitting**

<table>
<thead>
<tr>
<th>QTY</th>
<th>STANDARD RATE</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Single Outlet — 1/2” male or female schedule 40 pipe thread adaptor</td>
<td>$300.00</td>
<td></td>
</tr>
<tr>
<td>Branch to additional locations</td>
<td>$200.00</td>
<td></td>
</tr>
<tr>
<td>Fill — per 500 gal. (Pump out included if water contains no additives)</td>
<td>$170.00</td>
<td></td>
</tr>
</tbody>
</table>

**DRAIN SERVICES — Gravity Flow — 1 1/4” Max outlet**

<table>
<thead>
<tr>
<th>QTY</th>
<th>STANDARD RATE</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Standard Drain</td>
<td>$300.00</td>
<td></td>
</tr>
<tr>
<td>Additional Locations</td>
<td>$200.00</td>
<td></td>
</tr>
</tbody>
</table>

**JACUZZI/HOT TUBS (Includes (1) 50A electrical service)**

<table>
<thead>
<tr>
<th>QTY</th>
<th>STANDARD RATE</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>200 to 400 Gallons</td>
<td>$750.00</td>
<td></td>
</tr>
<tr>
<td>401 gallons and Up</td>
<td>$850.00</td>
<td></td>
</tr>
</tbody>
</table>

**Other Fill and Drain Services call 303.228.8027 for quote and requirements.**

**LABOR**  
(Connections, changes and repairs are charged in 1 hour increments.)  
$75.00  

**ONSITE SURCHARGE** — ALL SERVICES, WITH THE EXCEPTION OF LABOR, WILL BE ASSESSED. A 30% LATE FEE IF ORDERED ON/AFTER THE FIRST SHOW MOVE-IN DAY.  

**TOTAL PAYMENT**

<table>
<thead>
<tr>
<th>CREDIT CARD NUMBER:</th>
<th>AMEX</th>
<th>MC</th>
<th>VISA</th>
<th>EXPIRATION DATE:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**SIGNATURE ALSO ACKNOWLEDGES PAYMENT POLICIES, ALL CONDITIONS & REGULATIONS**

- All payments must be paid in full (before services are provided) by Visa, Master Card, American Express, cash, check or money order (payable in U.S. funds on U.S. banks). Enclose money order or check with order form.
- Services are provided in the most convenient manner for center electricians UNLESS booth floor plan is submitted prior to first show move-in date. **BOOTH LAYOUT DIMENSIONS**—Please submit booth floor plans with exact placements of each service drop, for exhibit areas or space larger than 10x10. Special placement, testing and/or changes after the initial set will require additional labor and material charges.
- Natural Gas Service available in Exhibit Halls ABC only. PLEASE CALL 303.228.8027 with any questions.
- **ALL CONNECTIONS TO TAP WILL REQUIRE A LICENSED CONTRACTOR WITH A BUILDING PERMIT.**
- Water features that require more than one fill & drain will require the purchase of two separate services.

Rates effective through 12/31/18

ORDER ONLINE AT WWW.DENVERCONVENTION.COM

---

**COMPRESSED AIR SERVICES**

*Event Name:_________________________________________
Booth #_________________    Booth Dimensions __________________
Event Dates ____________________________________________
Company Name ________________________________________
Address ______________________________________________
City ______________________St________ Zip _______________
Phone _____________________ Fax________________________
E-mail ________________________________________________
Onsite Contact _________________________________________

**COMPRESSED AIR SERVICES ORDER FORM**

Order Online, Fax, or Mail at:
Colorado Convention Center  
Attn: Exhibitor Services  
303.228.8027 Ph 303.228.8101 Fx  
700 14th Street  
Denver, CO 80202  
www.denverconvention.com

---

**Receive 20% Discount by Ordering On-Line Only 15 Days Prior To First Show Move-In Date.**

CCC must have order, booth floor plan, and full payment by this deadline to honor online discount pricing.

denverconvention.com/exhibit-at-an-event
All 10X10 and in-line booth services will be installed in the center back of the space. Larger booth exhibitors (i.e. Islands and Peninsulas,) must submit a properly oriented booth floor plan, including the adjacent booth numbers surrounding the booth, to ensure proper installation and also to prevent postponement.

**NOTE:** If a booth floor plan is not provided, services will be placed in the most convenient location.

For booth spaces with multiple service drop locations, exact placement for each individual drop must be indicated on the Service Locator Plan, including electric, telephone, cable TV, compressed air, drain and water services. Special placement, testing and/or changes after the initial set will require additional labor and material charges.

*Multiple service orders without a booth floor plan, will be serviced on a first come, first serve basis.*

<table>
<thead>
<tr>
<th>Electrical Services:</th>
<th>Telephone Services:</th>
</tr>
</thead>
<tbody>
<tr>
<td>E— Indicates each amp/watt (Will not be split or branched)</td>
<td>T— Indicates Telephone Lines</td>
</tr>
<tr>
<td>O— Indicates overhead drop (Include height information)</td>
<td>F— Indicates Data/Fax Lines</td>
</tr>
</tbody>
</table>

**Compressed Air / Water / Drain:**
Indicate each drop by writing **Air / Water / Drain**

**Please also indicate overhead or hanging utilities and all height information pertinent to each.**

Please indicate scale: 1 square = ________ Feet.  Other scale: ______________________________

Note adjacent booth # to left side of your booth

Note adjacent booth # to front side of your booth

Note adjacent booth # to right side of your booth

Note adjacent booth # to front side of your booth
In this kit, you will find orders for:

- Electrical services
- Telephone services
- Air/Water/Drain and Natural Gas services
- Internet services
- Audio Visual services
- Business Center services
- Catering services

To help you with a successful show, we offer you these tips and checklist:

1. The Colorado Convention Center (CCC) is responsible for all utility services, including power, telephone, air, water and drain.

2. ALL exhibitor utility orders should be ordered on-line, faxed, emailed or mailed directly to the CCC. **All payments should be submitted directly to the CCC for utility orders — NOT TO SHOW MANAGEMENT OR THE GENERAL SERVICE CONTRACTOR.**

3. Orders for Internet, Audio Visual Services, Business Center Services and Catering should be sent to their respective companies.

4. For your security, we **do not** accept orders over the phone. All forms must be mailed, faxed, emailed or ordered on-line at: [www.denverconvention.com](http://www.denverconvention.com).

5. Read all the Forms and Guidelines carefully. You may find something specific to your booth that will reduce on-site complications.

6. Save money by ordering prior to your arrival. The onsite surcharge of 30% will be applied to all orders placed onsite, during the first move-in date of the event.

7. The CCC reserves the right to update or amend these forms as needed. If you have questions, please call before ordering.

To save time and even more money, order on-line at [www.denverconvention.com](http://www.denverconvention.com). These rates are available only on the web and will save you 20% off the listed rates in this kit.

**Checklist Requirements/Reminders:**

- Individual orders are required for each booth you will occupy.
- If you have any questions, call us direct at 303.228.8027 before you order.
- All 10X10 and in-line booth services will be installed in the center back of the space.

Please submit a properly oriented booth floor plan for booth exhibits in which services are not to be installed in the center back of the space. Please include adjacent booth numbers surrounding the booth, to ensure proper installation and also to prevent postponement.

**NOTE:** If a booth floor plan is not provided, services will be placed in the most convenient location. Floor plans that include multiple service drop locations must identify exact placement for each individual drop which must be indicated on the Service Locator Plan, including electric, telephone, cable TV, compressed air, drain and water services. Special placement, testing and/or changes after the initial set will require additional labor and material charges.

Orders with multiple service drops submitted without a floor plan, will be installed on-site, on a first come first serve basis and labor charges will be assessed if the service drop must be relocated.

*We look forward to seeing you in Denver!*
PAYMENT POLICIES

1. PAYMENT IN FULL must be rendered on all orders when order is placed. NO EXCEPTIONS! No service order will be processed without full payment. Exhibitors with outstanding balances from prior shows must satisfy the payment requirement or services will not be provided.
   - All on-line orders must be received 15 days prior to the first contracted show move-in date to qualify for the discount price. All orders placed after this deadline will be charged at the standard rate.
   - All order forms and payments in U.S. Dollars or credit card, must be received 15 days prior to the first contracted show move-in date, in order to utilize the standard rate. The on-site rate will be applied to forms received after this deadline.
   - The date received by the CCC will determine the applicable rate.
   - All charges incurred during the show must be rendered in full at the time of service.
   - Any outstanding balance will be charged to the exhibitor credit card on file, after the event closing.
   - If for any reason because of default on the part of the exhibitor it becomes necessary to engage an attorney, the exhibitor agrees to pay all costs, expenses, and attorney fees expended or incurred by SMG/CCC in connection therewith.
   - Unpaid balances are subject to a late charge of 1.5% per month thereafter.

2. Only Cash, credit cards, company checks and money orders, made payable to SMG/Colorado Convention Center, will be accepted for advanced payments.

3. Colorado Convention Center requires an approved credit card to be on file for all orders, regardless of the method of payment you select. Please be sure to submit this information when placing your order to prevent any processing delays.

4. Your on-site representative must be aware of this payment policy and be prepared to make payment upon installation of services.

5. There is a $25.00 service charge for all returned payments.

6. Rates quoted for all services include installing the requested services to the booth in the most convenient manner but do not include connecting equipment or special equipment. All island booths require a scaled diagram with proper orientation. Larger power orders may require additional labor and materials for precise placement of services.

7. Material and equipment furnished by the Center, for this service order, shall remain CCC property unless otherwise specified and shall be removed ONLY by the SMG/CCC employees at the close of the show.

8. Booth utilities are to be ordered by each exhibitor separately and are not to be shared with other exhibitors.

9. Changes to original orders will require a service order to be signed by the exhibitor acknowledging receipt of service.

CANCELLATION POLICIES

1. Notification of cancellation must be received in writing a minimum of fifteen (15) days prior to scheduled opening date. **There will be a $50.00 processing fee for all refunds requested.**

2. Credit will not be given for service or equipment installed and not used.

3. Claims will not be considered unless filed in writing by exhibitor prior to close of show. Refunds will not be considered unless filed in writing, by the exhibitor, prior to the close of the show. Please allow thirty days for processing.
SUBMITTING YOUR PAYMENT/ORDER

ALL PAYMENTS MUST BE IN U.S. FUNDS DRAWN ON A U.S. BANK. MAKE CHECK PAYABLE TO: COLORADO CONVENTION CENTER/SMG

1. Online at www.denverconvention.com
2. US Mail/ First Class Mail/Couriers or Overnight Express:
   Colorado Convention Center
   Attn: Exhibitor Services
   700 14ths Street, Denver CO  80202
3. Fax To: 303.228.8101
   You may fax your complete order information. The Exhibitor Services Department will return a confirmation notice of receipt of your faxed order confirmation.
4. Wire Transfer:
   1st Bank of Denver • Denver, CO  80202-1370 • ABA# 502-550-9955 • Routing# 107005047
   Attn: Exhibitor Services
   All wire transfers must include the following information:
   • Your Company Name • Event/Show Name • Your Booth/Space Number
5. Federal Tax ID Number :  23-2511871

CONDITIONS AND REGULATIONS

GENERAL
1. Wall, column and permanent building utility outlets or sockets are not a part of booth space and are not to be used by exhibitors unless specified otherwise.
2. All equipment must comply with Federal, State, and local safety codes.
3. Under no circumstances shall anyone other than CCC Employees enter floor ports to connect to any convention center utility including power, phone or internet lines. A fine of $100 will be added to individual orders for each occurrence.
4. SMG/CCC will not be responsible for any cutting or altering of any floor covering necessary to bring utilities to a booth.
5. Exhibit equipment requiring exhibitor engineers or technicians for assembly, servicing, and operation may be installed by qualified exhibit staff.
6. All ground/building connections to such equipment must be installed by SMG/CCC staff only.
7. All onsite changes will be charged a (1) one-hour minimum. The fee is $75/hr.
8. SMG/CCC reserves the right to disconnect any service for failure to adhere to these published policies.

ELECTRICAL
1. SMG/CCC conducts an audit of power supplied to all exhibits. Exhibitors will be required to pay onsite rates for additional or unauthorized use of services. Services may be disconnected pending full payment.
2. SMG/CCC employs licensed electricians who are legally obligated to verify that exhibitor owned electrical material or equipment, including power distribution systems used during an event, comply with the National Electrical Code or are U.L. approved. Special attention is given to the grounding of equipment. The electrical department will make the final determination in allowing the use of any electrical material or equipment.
3. All equipment must be properly tagged and wired with complete information as to type of current, voltage, phase, cycle, wattage, horsepower, etc. If NO information is available, SMG/CCC electricians will compute a rating for the minimum electrical service required.
4. SMG/CCC reserves the right to refuse connection to any exhibitor whose equipment is deemed unsafe by the electrical department.
5. All exhibitors’ 120-VOLT cords must be of the 3 wire, grounded type. All exposed non-current carrying metal parts of fixed equipment, which are liable to be energized, shall be grounded.
6. Electrical service for exhibitor needs shall be available one (1) hour prior to opening time and until one (1) hour after show close daily. Equipment requiring continual power supply must order 24-hour power.
7. The CCC is not responsible for voltage fluctuations or power failure. If your equipment has strict tolerances for voltage you must provide your own regulating device.
8. All electrical equipment exposed to water/liquids must have ground fault circuit interrupters.
CONDITIONS AND REGULATIONS

TELEPHONE
1. Telephone instruments must be picked up at the Service Desk.
2. A credit card is required for long distance access to be turned on. All long distance charges incurred from the first contracted show move-in date through the last move-out date are the responsibility of the exhibitor. Usage will be billed at the close of show. There is a 100% surcharge on each long distance call. Copies of charge receipts and itemized billings will be mailed approximately one (1) week after the close of show.
3. Delivery of ALL data transmission lines ordered from an outside vendor will only be allowed to the Demarcation Room at the Convention Center. SMG/CCC staff will complete all installations inside the facility.
4. SMG/CCC reserves the right to require deposit for Telecommunication equipment prior to installation.
5. All telephones are to be returned to avoid being charged a telephone replacement fee.
6. Once Installed, telephone services is active 24 hours a day for the entire length of the event.
7. Analog/Digital phone lines must dial a 9 before accessing an outside line unless no dial 9 option is ordered.
8. 5 digit internal extension to extension dialing.

DESCRIPTION OF TELEPHONE SERVICES
1. Standard Phone Service: Single VOIP phone line that includes the installation of a touch-tone line and rental of a single line telephone instrument
   Standard Phone Optional phone services:
   • No Dial 9 to access outside line.
   • Call Hunt/Roll to another ordered extension if line is busy or no answer (can only hunt/roll twice)
   • Hot-Line: place a call to predetermined destination by simply lifting the handset.
   • Call Forward
   • Call Pick-Up group: an incoming call to any extension in the pick-up group can be answered by any of the phones in the specified group by picking up their handset and entering a code on the phones keypad.
2. Fax, Modem, Credit Card Line: Touch-tone analog phone line.
3. Advanced Phone Service: VOIP phone line that includes the installation of one digital multi-button telephone. This comes with fixed features such as hand’s free call, hold, conference, and transfer.
   Advanced Phone Optional phone services:
   • No Dial 9 to access outside line.
   • Call Appearance: Any ordered extension number can ring on labeled key on digital set.
   • Call Forward
   • Last Number Redial
4. Extension: Standard or Advanced Phone Service is an extension’s of the Ordered Phone Service. This would be ordered if you need one telephone number shared by two telephone instruments. (only if you have ordered Standard or Advanced Phone Service)
5. Voicemail Box: Voicemail box added to Standard Phone Service or Advanced Phone Service.
6. Polycomm Speaker Phone: Speaker phone hooked to an VOIP phone line used for small to medium conference room sets.
7. POTS/ISDN/T1 Extension: Any services delivered by an outside vendor to the Demarcation room at the CCC.

WATER/AIR/DRAIN
1. Permanent building outlets, including restroom plumbing fixtures, are not to be used for booth operations or disposal purposes. A $500.00 fine will be assessed and collected from any exhibitor involved in this activity.
2. Utility connections to booth will be operable one (1) hour prior to show opening and disconnected two (2) hours after show closing. To make alternative arrangements, contact the Exhibitor Services Department 30 days prior to show opening.
3. The CCC is not responsible for moisture or water in air lines, or any pressure variations.
4. All equipment using water must have inlet and outlet properly tagged.
GENERAL OPERATING POLICIES AND PROCEDURES
ANSWERS TO MOST FREQUENTLY ASKED QUESTIONS

GENERAL BUILDING POLICIES
1. Decorations, signs, banners, and similar materials may not be taped, nailed, stapled or otherwise fastened to ceilings, doors, walls, glass, columns, painted surfaces, fabric or decorative walls.
2. Helium balloons may not be sold or distributed inside the facility. Helium balloons may be approved through your Event Manager for permanent attachment to authorized displays. A deposit may be required prior to installation.
   A. If helium balloons from an authorized display are released within the facility, labor costs to remove balloons from ceilings or ventilation fans will be charged.
   B. Helium (or like) balloons distributed outside the CCC should not be brought into the facility.
3. No pressure-adhesive stickers or decals or similar promotional items may be distributed in the building. Labor costs to remove adhesive stickers and decals will be charged.
4. The CCC escalators and public elevators are not to be used to transport freight or equipment. All equipment and freight should be transported, utilizing the freight elevator and brought in on the docks.
5. The CCC does not provide furniture or equipment for exhibitors’ booths. All arrangement for furniture and equipment for exhibitors should be handled by a general service contractor.

SMOKING POLICY
1. The CCC is a non-smoking facility.
2. If the function is open to the general public, there will be no designated smoking area within the facility.
3. Smoking is not permitted on the exhibit hall floor during move-in or move-out.
4. The Denver Fire Department will issue citations for violations of this rule.

FOOD AND BEVERAGE
1. Centerplate Catering has exclusive catering, concession and liquor privileges at CCC. It is not permissible to bring food and beverages into the CCC. Centerplate can be reached 303.228.8050 for in booth catering.
2. Food and beverage distributed by exhibitors are limited to products manufactured, processed or distributed by the exhibiting firm and are limited to sample size. Buy-out fees will apply. Please contact your Centerplate Catering representative at 303.228.8050 for more detailed information.

SECURITY
1. The CCC maintains twenty-four (24) hour security for building perimeter and internal patrols.
2. Hall Security and Individual booth security are the responsibility of Show Management and the Exhibitor.

DELIVERY PROCEDURES
1. The CCC does not accept advance freight shipments for exhibitors or show management. Freight must be consigned to the general service contractor or show manager during the event period.
2. Mail received on site should be addressed to the appropriate show or event. Mail will be held in the CCC offices until the first day of move in, at which time it will be delivered to show management.

PARKING
1. The CCC operates a 1,000 space parking garage connected directly to the facility. CCC does not operate any of the parking lots that surround our facilities. Please call 303.228.8070 for information and to request a parking map if needed.
2. Cars and/or trucks parked in marked fire lanes or in posted “no parking” areas will be ticketed and towed.
RIGGING/SUSPENSION OF LOADS

The CCC management must approve all rigging/suspension of loads from any part of the facility structure.

1. All signs, banners, and displays suspended from exhibit hall ceilings must be approved in advance and hung by CCC or general service contractor personnel.

2. If you are using any part of the facility structure for rigging or the suspension of loads, you must submit to CCC two copies of your rigging plot to Exhibitor Services two months prior to move in for the CCC approval. Part of this requirement is due to possible shared or compounded loading between booths or different shows and even between levels of the convention center which can also be a concern. This is even more important on larger shows where several booths are rigging within proximity to each other.

3. All submittals will need to be overlaid in the correct location and orientation onto the Reflected Ceiling Plan (RCP) for the relevant area for proper review to take place (these drawings can be provided in .DWG or . PDF format if they are not on file already and/or upon request).

4. The rigging plot should conform to the following:
   A. Name of show, show dates, building location; the name of the contractor responsible for rigging, including contact information; and if applicable, the names of the audio, lighting and scenery contractors. Contact information should be printed on the plans.
   B. Rigging plots must be drawn in 1/16”=1’ scale.
   C. Rigging plots must indicate locations of points, loads for each point, and a legend that explains the use of each point; such as audio, lighting, and scenery.
   D. Rigging plots must include facility column locations and roof steel locations.

5. The first point of contact for this should be your event manager, however for more specific information, requirements, and limitations regarding rigging/suspension of loads at the CCC or for any inquiries that have not been assigned a specific point person please contact:

   Jason Hiester  
   Technical Services Manager  
   303.228.8126  
   jhiester@denverconvention.com

   Joe McCullough  
   Director of Operations  
   303.228.8026  
   JMccullough@denverconvention.com

6. If submittals do not meet/or exceed the outlined acceptable criteria the building provides, the rigging plan may need to be sent to the Structural Engineer of Record (SER) for approval at an additional cost. This SER review process can take a bit of time which is part of why we ask for the information in advance.

7. If not received in a timely fashion, rigging oversight charges may also apply and any rigging work may not be performed until a submittal is made and the plan has been approved by the building/Operations.

8. Without all the information being submitted with ample time to review it limits options.

BASIC FIRE CODE REGULATIONS

1. Exits in all areas of the facility should not be blocked or covered for any reason.
2. Exterior and loading dock doors and fire doors may not be propped open.
3. All aisles should be kept clear, clean and free of obstructions.
4. Firefighting and emergency equipment should not be blocked or obstructed under any circumstances.
5. Materials used in the construction of displays must be fire resistant, such as draping, table coverings, banners, props, scenery, evergreen trees, bark, angel hair and shrubs. All exhibits and displays are subject to inspection by the Fire Prevention Bureau and/or SMG/CCC management for compliance.
6. Vehicles with gasoline engines that are to be displayed should conform to the following:
   A. Battery cables must be disconnected.
   B. Fuel level in gas tank is less than ¼ tank, and is not to exceed five gallons.
   C. Must have protective covering under motors, drive trains and tires on any carpeted area.
7. Use or storage of liquid petroleum (LP) gas by exhibitors is restricted.
GENERAL OPERATING POLICIES AND PROCEDURES
ANSWERS TO MOST FREQUENTLY ASKED QUESTIONS

BASIC FIRE CODE REGULATIONS continued

8. Operation of any heater, barbecue, heat producing or open flame devices, candles, lanterns, torches, welding equipment, smoke emitting devices or materials in the CCC should have written authorization by the CCC management and the Fire Prevention Bureau. Permits may be required.
9. All empty crates and boxes should be stored in areas approved and assigned by the CCC management and the Fire Prevention Bureau.
10. All electrical equipment should be U.L. (Underwriters Laboratories) approved.
11. Show management, exhibitors and general service contractors should comply with all City fire codes that apply to places of public assembly.
12. All general service contractor equipment should be propane or battery powered. Propane storage and transport is subject to Denver Fire Department regulations.
13. Any covered exhibit space over 300 square feet requires a smoke detector and a 2A10BC fire extinguisher.
   A. Any exhibit that has a covered area greater than 300 sq. ft. must submit the following information to the Mark Brisse, Operations Manager at mbrisse@denverconvention.com, for approval prior to move in:
      - Diagram of the booth layout with dimensions.
      - Detail of the covered area including materials used.
      - Flame retardant certificate is required if soft goods are used as the covering.
   B. Once all the information has been received by Operations Manager, it will be reviewed and submitted to the Denver Fire Prevention for approval.
14. Storage in meeting room and ballroom corridors is not permitted.
15. Multi-level exhibits and enclosed rooms have special requirements in order to obtain approval from the Fire Prevention Bureau.
   A. Exhibits with a double deck structure and/or enclosed room must submit the following information to Mark Brisse, Operations Manager at mbrisse@denverconvention.com, for approval a minimum of 15 days prior to move in:
      - Engineer stamped drawings of the double deck structure and/or enclosed room.
      - Diagram of the booth layout with dimensions.
      - Elevation drawing of the double deck structure and/or enclosed room.
   B. Contact CCC Operations Manager at 303.228.8013 for further clarification and specifics if necessary.
   C. Once all the information has been received by the Operations Manager, it will be reviewed and submitted to the Denver Fire Prevention for approval.

FOR A MORE COMPREHENSIVE LIST OF POLICIES AND PROCEDURES, PLEASE REFER TO THE CCC EVENT PLANNER’S RESOURCE BROCHURE.

Questions should be directed to:
Exhibitor Services Department
700 14th Street
Denver, Colorado 80202
Phone: 303.228.8027       Fax: 303.228.8101
Email: eorders@denverconvention.com
Order 14 days prior to the 1st day of the show move-in for incentive rate.

Smart City is the exclusive Internet service provider for the Colorado Convention Center.

- Hardwired Internet Service
  - Shared or Dedicated Bandwidth Services
- Wireless Internet Service
  - Custom Hot Spot
  - On-Site / On-Demand Services

To review and order our services visit
https://orders.smartcitynetworks.com

Questions? Contact us at (888) 446-6911 or csr@smartcity.com.
Shipping Solutions at The UPS Store at the Colorado Convention Center

Before you Arrive

Not all materials can be brought with you to every location. But don’t worry UPS has you covered! Banners, Posters, and Signs can be made onsite and be picked up when you arrive.

Do you already have presentation materials made? Excellent! To avoid the wasted time and possible damage of checking your materials on a plane we can also receive packages containing your presentation materials. As the United States most trusted package handler you can be assured it will arrive on time and undamaged.

During the Event

Paper booklets, hand outs, brochures and many more. whatever presentation materials you may need, we can make anything you need to wow your audience. With quick turn around we can provide you any of the last minute presentation materials you need to make any presentation or booth a hit.

After the Event

Once everything is done and its time to go home UPS can make leaving easy. Packing and shipping materials, creating custom Thank you cards and discreetly shredding documents are just some of the services we offer. The USP Store at the convention center can help with all of your post presentation needs.

Located in: The Colorado Convention Center
Address: The Colorado Convention Center
700 14th St, Denver, CO 80202
Phone: (720) 904-2300
Hours:
  - Friday 8AM–6PM
  - Saturday 9AM–3PM
  - Sunday Closed
  - Monday 8AM–6PM
  - Tuesday 8AM–6PM
  - Wednesday 8AM–6PM
  - Thursday 8AM–6PM
**Extended Hours during Larger Conventions

**For those with special needs, reserve your mobile scooter at the UPS Store by calling to reserve prior to your arrival. Limited Availability.

<table>
<thead>
<tr>
<th>Parcel Management Fee Schedule (Inbound, Storage, &amp; Outbound)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Small Packages</strong></td>
</tr>
<tr>
<td>Letters/Packs $5.00</td>
</tr>
<tr>
<td>1 - 10 lbs. $10.00</td>
</tr>
<tr>
<td>11 - 20 lbs. $20.00</td>
</tr>
<tr>
<td><strong>Medium Packages</strong></td>
</tr>
<tr>
<td>21 - 30 lbs. $30.00</td>
</tr>
<tr>
<td>31 - 45 lbs. $40.00</td>
</tr>
<tr>
<td>46 - 60 lbs. $50.00</td>
</tr>
<tr>
<td><strong>Large Packages</strong></td>
</tr>
<tr>
<td>61 - 100 lbs. $90.00</td>
</tr>
<tr>
<td>101+ lbs. $120.00</td>
</tr>
<tr>
<td><strong>Freight</strong></td>
</tr>
<tr>
<td>Pallets $275.00</td>
</tr>
</tbody>
</table>

*Includes receiving, securing and storage for up to 2 business days prior to arrival. $10.00 per day storage fee for days 3+

*A $5.00 fee to be charged for pre-labeled UPS packages drop-offs for Outbound Packages Only

Packages sent to the UPS Store must be addressed as follows:

The UPS Store
Attn: (Client Name & Event)
700 14th St.
Denver, CO 80202

Additionally, it may also be beneficial to affix an identifiable label to the package(s) with client's name, event name, and booth number.
<table>
<thead>
<tr>
<th>Qty</th>
<th>Item</th>
<th>Rate</th>
<th>Days</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>24&quot; Video Monitor</td>
<td>$150</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>32&quot; Video Monitor</td>
<td>$200</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>40&quot; Video Monitor</td>
<td>$300</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>55&quot; Video Monitor</td>
<td>$450</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>70&quot; Video Monitor</td>
<td>$700</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>80&quot; Video Monitor</td>
<td>$800</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Wall Mount for Monitor</td>
<td>$75</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>8&quot; Tripod Projection Screen</td>
<td>$175</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>4000 Lumens Data Projector</td>
<td>$300</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Digital Media Player (USB)</td>
<td>$50</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Please call for any orders that require more than (2) Microphones and/or (2) Speakers

<table>
<thead>
<tr>
<th>Qty</th>
<th>Item</th>
<th>Rate</th>
<th>Days</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>PAR Can 1,000 Watt w/ I-Beam Clamp</td>
<td>$50</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Leko Light 750 Watt w/ I-Beam Clamp</td>
<td>$75</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>100' Heavy-Gauge Electrical Cable</td>
<td>$20</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>50' Heavy-Gauge Electrical Cable</td>
<td>$15</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Length of cabling typically determined by location of nearest column to booth

10 Amp Power Drop required per-fixture (not included in price)

Exhibitors will need to make arrangements for rigging services with Show Management/GSC

Comprehensive Lighting Services are available. Please contact Image AV for details

It is the responsibility of the exhibitor to obtain permissions for any over-head lighting order through Show Management

*A 3% Administration Fee will be added to each order

*Prices subject to change without notice for orders received within 5 days of event

*All orders will receive a minimum of a 1 hr of setup

*Additional labor may be required

*Payment must be received 48 hours prior to event

*All applicable Denver and Colorado Sales Taxes will apply

Billing Name

Billing Contact Number

Billing Address

City, State, Country, Zip

Email

Onsite Contact

Onsite Contact #

Fax #

Credit Card Number

AMX

MC

Visa

Discover

Expiration Date (MM / YY)

AVS,CVV,CVC,CID (Security Code)

Print Card Holder Name

Card Holder Signature
CREDIT CARD AUTHORIZATION FORM

Authorization Form Instructions:
- Complete & sign form
- Copy of the front and back of credit card
- Fax to (303) 758-5722

Customer Name: ____________________ Order Number: __________

I, ________________________________, hereby authorize Image Audiovisuals Inc. to charge my credit card in the amount $____________________.***

Credit Card Type:
- [ ] Visa
- [ ] Master Card
- [ ] American Express
- [ ] Discover

Name as shown on card: ____________________________________________

Credit Card Number ____________________________________________

Expiration Date _______________________________________________

AVS,CVV,CVC,CID (Security Code)
- For Visa, Master Card and Discover: Security Code is a 3-digit number printed on the signature strip on the back of the card
- For American Express: Security Code is a 4-digit number on the front of the card above the account number

Email credit card receipt to: _______________________________________

Credit Card Billing Address:

Street: _________________________________________________________

City, State & Zip: _______________________________________________

Cardholder’s Signature X_________________________________________

Date________________________

*** All charges are final and non-refundable
Welcome to the Colorado Convention Center and Centerplate Catering. On this menu you'll find just a sampling of some of our most popular items, available at your booth or for your hospitality suite. Contact Catering Sales at 303.228.8050

**BEVERAGES**
- Freshly Brewed Starbucks Coffee: $67.00 per gallon
- Freshly Brewed House Blend Coffee, Decaffeinated Coffee and Herbal Tea: $57.00 per gallon
- Lemonade or Iced tea: $40.00 per gallon
- Orange, Cranberry, & Grapefruit Juice: $45.00 per gallon
- Individual Bottled Juices: $4.50 each
- Bottled Water: $4.00 each
- Assorted Soft Drinks: $3.25 each
- Water Cooler (Cold): $95.00 each
- Water Replenishments: $35.00 each
- CQ Infused Spa Water: $165 per unit
  - Assorted Flavors to include: Citrus, Tropical or Berry
  - Infused and Garnished with Seasonal Fresh Fruit
  - 3-gallons per unit

**SNACKS**
- Whole Fresh Fruit: $2.75 each
- Granola Bars: $3.00 each
- Assorted Candy Bars: $3.50 each
- Assorted Lays Potato Chips: $3.00 each
- Snack Mix: $16.00 pound
- Trail Mix: $18.00 pound
- Fancy Mixed Nuts: $40.00 pound
- Mixed Nuts with Peanuts: $27.00 pound
- Potato Chips & French Onion Dip: $5.50 per person
- Pretzel Twists: $8.00 pound
- Tortilla Chips & Salsa: $4.00 per person
- Freshly Made Guacamole: $2.00 per person
- Sliced Seasonal Fresh Fruit Platter: $6.00 per person
- Imported and Domestic Cheese Display: $8.00 per person

**BAKE SHOP SPECIALTIES**
- Baked Bavarian Pretzel Rods: $36.00 per dozen
- Served with Mustard and Hot Cheese Dip: $50.00 per dozen
- Pecan Sticky Buns or Cinnamon Rolls: $40.00 per dozen
- Assorted Bagels with Cream Cheese: $45.00 per dozen
- Local Freshly Baked Danish: $45.00 per dozen
- Assorted Local Freshly Made Donuts: $45.00 per dozen
- Local Freshly Baked Muffins: $45.00 per dozen
- Homemade Brownies or Blondies: $36.00 per dozen
- Assorted Freshly Baked Cookies: $35.00 per dozen
- Assorted Homemade Cupcakes: $45.00 per dozen
- Signature Homemade Granola Bar: $40.00 per dozen

**BOX LUNCH SELECTIONS**
All Box Lunches Served with Individual Bag of Potato Chips and a Gourmet Chocolate Chip Cookie. Beverages sold separately

- Box Lunch Sandwich: $20.00 each
- Choice of the following: (Minimum of 6 per type)
  - Smoked Turkey & Swiss
  - Roast Beef & Cheddar
  - Sliced Deli Ham & Cheddar
  - Grilled Vegetables & Provolone

More Menu Items to Choose From!
Contact Catering Sales at 303.228.8050
Rev 9.17.18
TEMPTING TREATS THAT ATTRACT ATTENTION & DRAW ATTENDEES TO YOUR BOOTH!

KEURIG MACHINE COFFEE KIT $150.00
• One time set up fee of $150.00 includes 26 K-Cups (16 regular, 5 decaf and 5 green tea)
• Disposable coffee cups, creamers, assorted sugar packets, stir sticks and paper napkins
• Additional beverages used will be charged on consumption at $3.00++ per K-Cup (Please contact Catering Sales for additional flavors)
➢ Please note that you will need to order the following power from Exhibitor Services. Please contact Exhibitor Services at (303) 228-8027 and request the following:
  o (1) 115 volt, 20amps
  o Approximate cost for power will be an additional $155.00

ANTIQUE POPCORN CART $350.00
• Include (250) Individual Servings
• Additional Servings @ 225.00 a case (200-250 Additional Servings)
• Dimensions: 42” x 68”
• (1) Booth Attendants required at $25.00++ per hour/(4) hour minimum per Attendant
➢ Please note that you will need to order the following power from Exhibitor Services. Please contact Exhibitor Services at (303) 228-8027 and request the following:
  o (1) 120 volt, 20amps
  o Direct power source required (no extension cords or power strips allowed)
  o Approximate cost for power will be an additional $155.00

HOT PRETZEL WARMER $400.00
• Includes (100) Pretzels served with Nacho Cheese and Yellow Mustard
• Additional Servings @ $48.00 per dozen
• Dimensions: 31½” x 20” x 20”
• (1) Booth Attendants required at $25.00++ per hour/(4) hour minimum per Attendant
➢ Please note that you will need to order the following power from Exhibitor Services. Please contact Exhibitor Services at (303) 228-8027 and request the following:
  o (1) 120 volt, 20amps
  o Approximate cost for power will be an additional $155.00

ICE CREAM NOVELTIES $500.00
• Includes (100) Ice Cream Bars and Freezer:
  Varieties to include: Snickers, Ice Cream Sandwiches, Strawberry Fruit Bar & Drumsticks
• Additional Servings @ $5.00++ each
• Dimensions: 31” x 45” cart
• (1) Booth Attendants required at $25.00++ per hour/(4) hour minimum per attendant
➢ Please note that you will need to order the following power from Exhibitor Services. Please contact Exhibitor Services at (303) 228-8027 and request the following:
  o (1) 120 volt, 10amps
  o Approximate cost for power will be an additional $115.00

Rev 9.17.18
HOST ONE OF OUR SPECIALTY SUBCONTRACTORS AT YOUR BOOTH...

**“MAD BERRY’S” SMOOTHIES TIKI BAR**
- **$500.00**
- “Tiki” Style Smoothie Bar with Choice of (2) Flavors – Strawberry, Mango, Black Raspberry, Pina Colada or Peach
- Includes (100) 12oz Tropical Fruit Smoothies
- Additional 12oz Smoothies @ $5.00++ each
- Dimensions: 2’x2’ cart or 4’x8’ full size smoothie cart
- (2) Booth Attendants required at $25.00++per hour/(4) hour minimum per Attendant

➢ Please note that you will need to order the following power from Exhibitor Services. Please contact Exhibitor Services at (303) 228-8027 and request the following
  - (2) 110 volt, 10amps
  - Approximate cost for power will be an additional $155.00

**GOURMET COFFEE BAR**
- A Full Service Espresso Bar providing the following coffee drinks: Cappuccino, Espresso, Latte, Americano & Hot Chocolate
- Includes (125) 12oz beverages
- Additional 12oz Beverages @ $5.00++ea
- Dimensions: 3’x8’ (with 2 foot clearance for Barista behind cart) or 10’x10’
- (2) Booth Attendants recommended at $25.00++per hour/(4) hour minimum per Attendant

➢ Please note that you will need to order the following power from Exhibitor Services. Please contact Exhibitor Services at (303) 228-8027 and request the following
  - Power requirements will vary. Please contact your Catering Sales representative
  - Approximate cost for power will be an range from an additional $395.00-450.00

**SIMPLY NUTS**
- **$500.00**
- Gourmet Flavored Nut Machine creating on site the following treats:
  - Cinnamon Roasted Walnuts, Almonds, and Cashews, Chocolate Almonds, Salted Mixed Nuts and Assorted Trail Mix.
- Includes (100) Individual Servings
- Additional Servings @ $5.00++ each
- (2) Booth Attendants required at $25.00++per hour/(4) hour minimum per Attendant

➢ Please note that you will need to order the following power from Exhibitor Services. Please contact Exhibitor Services at (303) 228-8027 and request the following
  - (1) 120 volt, 20amps
  - Approximate cost for power will be an additional $155.00

**ARTISAN GELATO BY AMORE GELATO**
- **$625.00**
- A full service Artisan Gelato Cart providing freshly made Italian style Ice Cream
  - Customer’s choice of 4 flavors
- Includes (120) 5oz Servings
- A second refrigerated cart with 120 additional 5oz. servings can be provided for $425.00.
- Dimensions: 10’x10’
- (2) Booth Attendants required at $25.00++per hour/(4) hour minimum per Attendant

➢ Please note that you will need to order the following power from Exhibitor Services. Please contact Exhibitor Services at (303) 228-8027 and request the following
  - (1) 120 volt, 30amps L5-30
  - Approximate cost for power will be an additional $185.00

Rev 9.17.18
HOSTED BAR SERVICES

DELUXE LIQUORS: $7.50 PER DRINK
Old Forester Whiskey, New Amsterdam Vodka, Bacardi Superior Rum,
Bombay Original Gin, Altos Blanco Tequila

PREMIUM LIQUORS: $8.50 PER DRINK
Tin Cup Whiskey, Absolute Vodka, Captain Morgan White Rum,
Tanqueray Gin, Altos Reposado Tequila

ULTRA-PREMIUM LIQUORS: $9.00 PER DRINK
Stranahan’s Rye Whiskey, Grey Goose Vodka, Captain Morgan Spiced Rum,
Bombay Sapphire Gin, Crown Royal, Johnnie Walker Black Scotch, Altos Anejo Tequila

DELUXE WINE: $7.50 PER GLASS
Tunnel of Elms: Chardonnay, Cabernet Sauvignon, Merlot
Gabbiano Pinot Grigio

PREMIUM WINE: $8.50 PER GLASS
Dark Horse- Chardonnay, Cabernet Sauvignon, Merlot
BV Coastal Sauvignon Blanc, Pinot Noir
Campanile Pinot Grigio, Alamos Malbec

ULTRA-PREMIUM WINE: $9.50 PER GLASS
Sterling Vineyards Vintners Collection Pinot Grigio, Chateau St. Jean Beaux Rose,
A by Acacia Pinot Noir, Sterling West Coast Red Blend

DOMESTIC BEER (16 oz) $6.50 PER BOTTLE
Coors Banquet, Coors Light, Coors N/A

IMPORTED/CRAFT BEER (12 oz) $6.50 PER BOTTLE
New Belgium Fat Tire Ale, Voodoo Ranger IPA, Belgium White Ale, Blue Moon and Heineken

HOUSE COCKTAILS:

<table>
<thead>
<tr>
<th>Drink</th>
<th>Deluxe Price</th>
<th>Hosted Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>House Mimosa</td>
<td>$8.50 CASH</td>
<td>$8.00 HOSTED</td>
</tr>
<tr>
<td>House Bloody Mary</td>
<td>$8.00 CASH, Celery Stick, Lime and Olive $8.50 CASH, $8.00 HOSTED</td>
<td></td>
</tr>
<tr>
<td>House Margarita</td>
<td>$8.00 CASH</td>
<td>$7.50 HOSTED</td>
</tr>
<tr>
<td>Moscow Mule</td>
<td>$10.50 CASH, (minimum order of 50) $10.00 HOSTED</td>
<td></td>
</tr>
</tbody>
</table>

DRAFT BEER – KEG

DOMESTIC STARTING AT $450.00 PER KEG
LOCAL CRAFT STARTING AT $550.00 PER KEG
IMPORT STARTING AT $650.00 PER KEG

Customization of all liquor, beer and wine available upon request.

A bartender is provided free of charge for each individual bar that posts sales of $400 or more per 4-hour period. A $100.00 Bartender Labor Fee will be applied to each bar failing to meet the $400 minimum sales figure for the four (4) hour period. After the four (4) hour period, $25 per bartender, per hour, applies regardless of the sales achieved. Centerplate Catering recommends one bartender per 100 guests.

We remind you that Colorado State law prohibits the serving of alcoholic beverages to patrons under the age of 21 and that no alcoholic beverages may be brought into the Colorado Convention Center and the Denver Performing Arts Complex for consumption.

Rev 9.17.18
Ordering is Simple…

Choose one of 2 options:
Call Catering Sales at 303.228.8050
or
Fill Out the Order Form Below and Fax Your Order to
303.228.8212

Event Name: __________________________
Organization (Bill To): _______________________
Contact Name: ____________________________
On-site Contact Name: _______________________
Street Address: ____________________________
City, State, Zip: ____________________________
Booth Number: ____________________________
Booth Name: ______________________________
Contact Phone Number: _____________________
On-site Contact Cell Number: __________________
Fax Number: _______________________________
Email Address: _____________________________

Order: Minimum labor charges associated with booth delivery or catering services apply.
++ All items subject to a 22% service charge and 8% tax.

<table>
<thead>
<tr>
<th>Date of Service</th>
<th>Start Time</th>
<th>End Time</th>
<th>Quantity</th>
<th>Item</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Full payment is required in advance of any service rendered. In order to insure that products are ordered and staff is scheduled, help us to complete this contract, with payment, a minimum of one week in advance.

Please note: Customary labor for catered functions is provided free of labor charges if sales for a specific function/service exceed $300 per four (4) hour period. Otherwise, a fee will be applied for the period or event of which the minimum is not met. Additional labor for functions/service exceeding four (4) hours or as requested over and above what is normally provided will be charged at standard hourly labor rates per staff person employed for the activity.

Thank you for selecting Centerplate Catering. It is our pleasure to serve you!

Colorado Convention Center ● 700 14th St. Denver, CO. 80202 ● 303-228-8050 (phone) ● 303-228-8212 (fax)

Rev 9.17.18