

Thank you for your participation MJBizCon 2018!

As the show approaches, there are several important items and deadlines that you need to be aware of to ensure that your show participation is both a productive and successful experience.

### **Important Deadlines:**

Sept 12	Submit your proof of insurance to <a href="mailto:aliciaf@mjbizdaily.com">aliciaf@mjbizdaily.com</a>
Oct 9	If using an EAC (Exhibitor Appointed Contractor) send form to <a href="mailto:aliciaf@mjbizdaily.com">aliciaf@mjbizdaily.com</a>
Oct 15	Early Discount deadline for all Cox services (internet, data, wireless etc.)
Oct 15 – Nov 6	Shipments to Advance Warehouse
Oct 19	Book your hotel rooms <a href="https://mjbizconference.com/hotel/">https://mjbizconference.com/hotel/</a>
Oct 22	Early Discount deadline for all Freeman services / Free furnishing order form due
Oct 30	Lead Retrieval deadline form due to Expo Logic
Nov 7	Register your onsite staff
<b>Nov 12 &amp; 13 ONLY</b>	Shipments to Show site

### **What is included in my booth? (You must complete the FREE furnishing order form below)**

Every 10 x 10 booth space (100 sq. ft.) includes:

- 8' black pipe and drape back wall
- 3' black pipe and drape sidewalls
- 6' or 4' black draped table
- 2 standard chairs
- Wastebasket
- Booth ID sign
- **FREE-** Material Handling
- **FREE-** Two Lead Retrieval apps if ordered by **Monday, October 30**
- **FREE-** Standard black carpeting
- Online Booth profile
- Four (4) Exhibit Passes

**\*IMPORTANT: Order your FREE furnishings [HERE](#) by October 22, 2018!**

### **Exhibitor Services Manual**

Your Exhibitor Services Manual (ESM) contains all the necessary documentation needed to execute your experience at MJBizCon. The ESM contains the forms, rules, guidelines, deadlines, and information for all your show services.

### **Important notes regarding the documents within the ESM**

- Material Handling** Your onsite material handling is included in your booth fee up to 3,000 pounds per item. This means you will not get a large bill for moving your freight from dock to booth, storing your empties, returning them, and bringing them back to the dock for outbound shipping. There are a few exceptions such as late shipments, heavy machinery, etc., but follow the guidelines and your material handling is on the house!
- Shipping** You are responsible for shipping to the show and arranging return transportation. We HIGHLY encourage you to ship to the advance warehouse (with delivery no later than **Tuesday, Nov 6**). This will provide you a much smoother set-up day as your booth materials will be in your booth when you arrive for set-up.
- Carpet** Standard Black carpeting is provided for your booth at no charge. If you would like a different color carpet or add padding, please complete the carpet order forms online through Freeman.
- Cleaning** Your booth will be vacuumed at no charge on Tuesday evening. If you would like daily vacuuming, please complete the cleaning order form through Freeman Online.
- Lead Retrieval** Included in your booth package are two (2) lead retrieval licenses. Don't miss this **FREE** opportunity to capture and manage your show leads via an app on your phone. To take advantage of this opportunity, you must complete the Expo Logic Lead form by **Monday, October 30**.

**Electrical**

Your booth package does **NOT** include electrical. If you need electrical for your booth, please complete the electrical order forms through Freeman Online.

**Insurance**

Per your sales agreement, you are required to carry Commercial General Liability Insurance with limits of at least \$1,000,000 per occurrence, \$2,000,000 aggregate, for the event. Failure to secure or provide the insurance does not limit the extent of your liability. If you do not have General Liability Insurance or your underwriter will not provide this to you, you can order a low cost temporary event policy from Buttine Insurance.

**You will need to name the following as additional insured prior to the event:**

Anne Holland Ventures Inc. dba MJBizCon  
2750 S. Wadsworth Blvd. Ste D-200  
Denver, CO 80227

-and-

Las Vegas Convention Center  
3150 Paradise Rd  
Las Vegas, NV 89109

**Exhibitor Load-In and Out / Show Floor Hours**

Monday, November 12

7:00 am – 6:00 pm	Registration Open	Central Hall
8:00 am – 6:00 pm	Move-In (Booths 600 sq.ft. or larger ONLY)	Central Hall
10:00 am-6:00 pm	Move-In (Booths 400 sq.ft. or larger ONLY)	Central Hall
1:00 pm – 6:00 pm	Move-In (All Exhibitors)	Central Hall

Tuesday, November 13

7:00 am – 6:00 pm	Registration Open	Central Hall
8:00 am – 6:00 pm	Exhibitor Set-up	Central Hall

Wednesday, November 14

7:00 am – 6:00 pm	Registration Open	Central Hall
10:00 am – 6:00 pm	Exhibit Hall Open	Central Hall

Thursday, November 15

7:00 am – 6:00 pm	Registration Open	Central Hall
10:00 am – 6:00 pm	Exhibit Hall Open	Central Hall

Friday, November 16

7:00 am – 3:00 pm	Registration Open	Central Hall
10:00 am – 3:00 pm	Exhibit Hall Open	Central Hall
3:00 pm – 10:00 pm	Exhibitor Tear-Down	Central Hall

**NOTE: Do not tear-down early or you will lose priority points**

*If you have any questions, please don't hesitate to contact us!*

Alicia Fresquez, Event Coordinator | Phone: (401) 371-3376 | Email: [aliciaf@mjbizdaily.com](mailto:aliciaf@mjbizdaily.com)

**We look forward to seeing you in Vegas!**

**EASY IS NICE, ON ANY DEVICE**

FreemanOnline® provides you with all the right tools to ensure a seamless execution at show site, from move-in to move-out. With an enhanced FreemanOnline, we are making it easier than ever for you to get what you want to have a great event.

- Access important show information
- Track freight
- Receive notification
- Receive assistance through Concierge Services while at show site
- Order Freeman products and services pre-show, during move-in and while the show is open
- Expedite the move-out process
- Access invoices after the show

**SERVICE INFORMATION**

**BOOTH EQUIPMENT**

Each 10' x 10' booth will be set with 8' high black back drape, 3' high black side dividers, one 4' or 6' black draped table, two side chairs, and one wastebasket. Please complete and return the Free Furnishings Order Form to confirm your furnishings needs

Booths 300 sqft or less will receive a 7" x 44" one-line identification sign. Booths larger than 300 sqft may receive a 7" x 44" one-line identification sign upon request

**EXHIBIT HALL CARPET**

The exhibit booths will be carpeted in black. The aisles will be carpeted in blue. To enhance the appearance of your booth, rental carpet is available through Freeman. Please refer to the Carpet Brochure and Order Form in this service manual.

**DISCOUNT PRICE DEADLINE DATE**

**Order early to take advantage of advance order discount rates. Place your order by OCTOBER 22, 2018.**

**SHOW SCHEDULE**

**EXHIBITOR MOVE-IN**

For more information and helpful hints on preshow procedures and move-in, please go to [Pre-Show FAQ](#).

Monday	November 12, 2018	8:00 a.m. - 6:00 p.m.	Booths 600 sqft & larger only
		10:00 a.m. - 6:00 p.m.	Booths 400 sqft & larger only
		1:00 p.m. - 6:00 p.m.	All exhibitors
Tuesday	November 13, 2018	8:00 a.m. - 6:00 p.m.	

All exhibits must be fully installed by **Tuesday, November 13, 2018 at 6:00 p.m.**

**EXHIBIT HOURS**

Wednesday	November 14, 2018	10:00 a.m. - 6:00 p.m.
Thursday	November 15, 2018	10:00 a.m. - 6:00 p.m.
Friday	November 16, 2018	10:00 a.m. - 3:00 p.m.

**EXHIBITOR MOVE-OUT**

For more information and helpful hints on postshow procedures and move-out, please go to [Post-Show FAQ](#).

Friday	November 16, 2018	3:00 p.m. - 11:59 p.m.
Saturday	November 17, 2018	8:00 a.m. - 12:00 p.m.

**PLEASE NOTE:** Overtime charges for labor and material handling will apply Monday through Friday from 5:00 p.m. to 8:00 a.m. and all day on Saturday, Sunday and Holidays. Please refer to the appropriate order form(s) for rates.

DISMANTLE AND MOVE-OUT INFORMATION

- Freeman will begin returning empty containers as soon as the aisle carpeting is removed from the exhibit floor.
- All exhibitor materials must be removed from the exhibit facility by **Saturday, November 17, 2018 at 12:00 p.m.** Any materials remaining in the facility will be re-routed via Freeman's choice or returned to warehouse to await disposition at exhibitor's expense.
- To ensure all exhibitor materials are removed from the exhibit facility by the Exhibitor move-out deadline, please have all carriers check-in by **Saturday, November 17, 2018 at 10:00 a.m.**

POST SHOW PAPERWORK AND LABELS

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

EXCESSIVE TRASH AND BOOTH ABANDONMENT

Any excessive trash which consists of display materials, carpet, padding, crates and/or pallets will be disposed of and charged both a handling fee and a disposal fee during exhibitor move-in. Excessive booth materials and/or literature left in the booth at the end of published exhibitor move-out that is not labeled for an outbound shipment will be considered abandoned and deemed as trash. The exhibitor will be charged for the removal and disposal of these items. Charges may include Installation & Dismantle Labor, Forklift & Rigging Labor, and/or Dumpster Fee. Please call our Exhibitor Services Department at (702) 579-1700 for a quote.

SHIPPING INFORMATION

Warehouse shipping address:

Exhibiting Company Name / Booth # \_\_\_\_\_  
**MJBizCon Fall 2018**  
 C/O FREEMAN  
 6675 W Sunset Rd  
 Las Vegas, NV 89118

FREEMAN will accept crated, boxed or skidded materials beginning **OCTOBER 15, 2018** at the above address. Materials arriving after **NOVEMBER 6, 2018** will be received at the warehouse with an additional after deadline charge. Warehouse freight will be delivered prior to exhibitor set up. If warehouse freight has to be moved in on a weekend in order to be in the exhibitors booth for move-in day, an overtime charge may apply. Warehouse receiving hours are 8:00 a.m. - 3:30 p.m., Monday-Friday. If required, provide your carrier with this phone number: (702) 579-1700.

Showsite shipping address:

Exhibiting Company Name / Booth # \_\_\_\_\_  
**MJBizCon Fall 2018**  
 C/O FREEMAN  
 Las Vegas Convention Center  
 3150 Paradise Rd  
 Las Vegas, NV 89109

FREEMAN will receive shipments at the exhibit facility beginning **NOVEMBER 12, 2018**. Shipments arriving before this date may be refused by the facility. Any charges incurred for early freight accepted by the facility will be the responsibility of the exhibitor. If required, provide your carrier with this phone number: (702) 579-1700.

**Please Note: Overtime rates will apply on all shipments, inbound/outbound, between 5:00 p.m. - 8:00 a.m., Monday - Friday; ALL DAY on Saturdays, Sundays and Holidays.**

***This show will be marshalled. Please see marshalling yard map in this service manual.***

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

Please be aware that disposal of exhibit properties is not included as part of your material handling charges. Please contact Freeman for your quoted rates and rules applicable to disposal of your exhibit properties.

## SERVICE CONTRACTOR CONTACTS/INFORMATION:

FREEMAN  
6555 West Sunset Road  
Las Vegas, Nevada 89118  
Ph: (702) 579-1700 Fax: (469) 621-5604  
FreemanLasVegasES@freeman.com

FREEMAN AUDIO VISUAL SOLUTIONS, INC.  
3325 West Sunset Road, Suite A  
Las Vegas, Nevada 89118  
Ph: (702) 263-1484 Fax: (469) 621-5604

FREEMAN EXHIBIT TRANSPORTATION  
(800) 995-3579 US & Canada  
+1 (512) 982-4187 Outside the US  
+1 (817) 607-5183 International Shipping Services  
(469) 621-5810 Fax  
exhibit.transportation@freeman.com

### FREEMANONLINE®

Take advantage of discount pricing by ordering online at [www.freeman.com](http://www.freeman.com) by **OCTOBER 22, 2018**. Using the enhanced FreemanOnline, you will enjoy easy access to added features and functions as well as the high caliber of Freeman services you've come to expect - **before, during** and **after** your show. Additionally, you can now access FreemanOnline from any device - **desktop, laptop, or tablet** via our new **FreemanOnline Mobile App**.

To place online orders, you will be required to login with your unique Username and Password. If this is your first time to use FreemanOnline, click on the "Create an Account" link. To access FreemanOnline without using the email link, visit [www.freeman.com](http://www.freeman.com). You can also download and use the FOL Mobile App from the Apple or Android store, or here: <http://folmobile.freemanco.com>. A mobile web version of the FreemanOnline Mobile App is available to extend mobile use for those users that do not have an Apple or Android device or who do not want to download the Mobile App.

If you need assistance with FreemanOnline, please call our Customer Support Center at (888) 508-5054 Toll Free US and Canada or +1(512) 982-4186 Local and International.

### SERVICE CENTER HOURS

We will have staff available at the Freeman Services Center as follows:

Tuesday	November 13, 2018	8:00 a.m.	-	6:00 p.m.
Friday	November 16, 2018	2:00 p.m.	-	11:59 p.m.

### LABOR INFORMATION

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

### ASSISTANCE

We want you to have a successful show. If we can be of assistance, please call our Exhibitor Services Department at (702) 579-1700.

WE APPRECIATE YOUR BUSINESS.

## FREEMAN GENERAL INFORMATION

### TRANSLATION SERVICE

Freeman is pleased to offer a new service for our international exhibitors that provides quick interpretation and translation in 150 languages. This service will not only interpret for us on a three-way conversation, but also translate emails from customers. To access this service you may contact Freeman Las Vegas Exhibitor Services at (702) 579-1700 or Freeman's Customer Support Center at (888) 508-5054 Toll Free US & Canada or +1(512) 607-5000 Local & International.

### HELPFUL HINTS

#### SAVE MONEY

Order early to take advantage of advance order discount rates, place your order by **OCTOBER 22, 2018**.

#### AVOID DELAY

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

#### SAFETY TIPS

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

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

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

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

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

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

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

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

#### EXHIBITOR ASSISTANCE

For more information and helpful hints on preshow procedures and move-in, please go to [Pre-Show FAQ](#).

For more information and helpful hints on postshow procedures and move-out, please go to [Post-Show FAQ](#).

Call Freeman's Exhibitor Services department at (702) 579-1700 with any questions or needs you may have.

**EXHIBITOR AND OFFICIAL SERVICES CONTRACTOR INFORMATION**

Show Management has selected Freeman to be the Official Services Contractor for your upcoming show. As the Official Services Contractor, Freeman has the responsibility for material handling, electrical, all suspended rigging and booth cleaning services. We hope this document will assist you in planning for your upcoming event.

To help you understand the Official Services Contractor responsibilities, we ask that you read and observe the following to aid in a smooth and efficient move-in and move-out of the trade show

Freeman requests that exhibitors do not tip its employees by giving money, merchandise or other special consideration for services rendered. Exhibitors should not give coffee breaks other than mid-morning and mid-afternoon when employees have a fifteen minute paid break. Any attempts to solicit a gratuity by an employee for any service should be reported immediately to a supervisor of Freeman. Freeman employees are paid an excellent wage and tipping is not an accepted company policy.

Freeman craftsmen at all levels are instructed to refrain from expressing any disputes or directly challenging the practices of any exhibitor. All questions arising with regard to the jurisdiction or practices must be directed to a FREEMAN management representative.

**PER SHOW MANAGEMENT**

<b>TASK</b>	<b>EXHIBITORS MAY</b>	<b>FREEMAN RESPONSIBILITIES</b>
<b>Material Handling</b>	<ul style="list-style-type: none"> <li>• As an exhibitor you may “hand carry” material. Hand carry is defined as small items such as cartons and packages that an exhibitor is able to carry.</li> <li>• Any mechanical assistance is limited to a small dolly.</li> <li>• The assistance of any motorized device or pallet jack is not permitted.</li> <li>• When exhibitors choose to “hand carry” they may not access designated material handling areas.</li> <li>• Must use specific exhibitor hand carry areas or main entrance of the facility.</li> <li>• In all other circumstances items should be considered material handling.</li> </ul> <p><b>In no circumstance is any exhibitor authorized to use Freeman material handling equipment for any purpose.</b></p>	<ul style="list-style-type: none"> <li>• Freeman has been contracted to be the exclusive provider for material handling contract services as ordered by the exhibitor.</li> <li>• Freeman has the responsibility to manage all freight docks and to schedule all vehicles into and out of all designated material handling areas for the show. This will assure the smooth, orderly and efficient move in and move out of the tradeshow.</li> <li>• Freeman has the sole responsibility for loading and unloading all trucks, trailers, common and contract carriers at its facilities or designated material handling areas.</li> <li>• Freeman is not responsible for any material it does not handle.</li> <li>• For the convenience of all exhibitors on the show, order forms for material handling services are included in this service manual and are available on Freeman's website at <a href="http://www.freemanco.com/store">www.freemanco.com/store</a>.</li> </ul>
<b>Electrical</b>	<p>The following work may be performed by the exhibitor's full-time company employees with positive identification such as a medical card or payroll stub but may not be performed by your Exhibitor Appointed Contractor (EAC).</p> <ul style="list-style-type: none"> <li>• Plug in equipment into any 20A/120VAC receptacle.</li> <li>• May hang up to four small clip-on lights per booth.</li> <li>• May connect modems, printers, computers and keyboards, test and tune their own equipment, and run their own communications cable between machines in the same booth above the booth carpet.</li> <li>• Mounting of monitors (to include plasma screens, LCD &amp; CRT) and the installation of hanging brackets.</li> </ul>	<ul style="list-style-type: none"> <li>• All electrical distribution.</li> <li>• All under-carpet electrical distribution.</li> <li>• Any additional electrical requirement needs or changes to preorders.</li> <li>• Distribution and connection of all power in excess of 20A/120V.</li> <li>• Distribution and connection of all 208V and 480V power.</li> <li>• Distribution of all electrical equipment necessary to provide electrical service.</li> </ul>
<b>Non-Electrical Hanging Signs</b>	<ul style="list-style-type: none"> <li>• Install and dismantle a non-electric sign attached to a booth by the exhibitor's full-time employee or approved EAC.</li> </ul>	<ul style="list-style-type: none"> <li>• Assembly and disassembly of hanging signs.</li> <li>• Hanging of non-electrical signs and decorative materials from the ceiling.</li> <li>• Installing chain hoist and attaching signs (over 250 lbs).</li> </ul>

## EXHIBITOR AND OFFICIAL SERVICES CONTRACTOR INFORMATION *(continued)*

<b>TASK</b>	<b>EXHIBITORS MAY</b>	<b>FREEMAN RESPONSIBILITIES</b>
<b>Rigging / Electrical Hanging Signs and Truss</b>	<ul style="list-style-type: none"> <li>• Exhibitors <u>MAY NOT</u> install or assemble electrical hanging signs and truss.</li> </ul>	<ul style="list-style-type: none"> <li>• Assembly and disassembly of electrical hanging signs, including rotating and header signs.</li> <li>• Lighting without dimmers.</li> <li>• Programmable theatrical lighting, production, related rigging and audio-visual.</li> <li>• Suspended trusses with or without legs that contain dimmable or programmable lighting, studio or motion picture lighting, sound system projectors and/or video wall.</li> <li>• Hoist ground-supported stand-alone truss whose sole purpose is overhead distribution of electrical.</li> <li>• Suspended truss with motorized hoist and non-dimmable and non-programmable lights.</li> <li>• Installing chain hoist.</li> <li>• Special effects equipment.</li> <li>• Laser lighting.</li> <li>• Video monitors and plasma screens including units fed by a live camera or are part of a multi-screen coordinated image.</li> </ul>
<b>Ground Supported Truss and Lighting</b>	<ul style="list-style-type: none"> <li>• Ground-supported truss that is considered to be "booth structure" or mixed-use truss may be assembled by you, your full-time employee or by an approved EAC.</li> <li>• Truss which is not assembled by Freeman is subject to all electrical rules and jurisdictions in regard to any electrical work in the truss.</li> </ul>	<ul style="list-style-type: none"> <li>• Installation and dismantle of self-climbing and/or mechanized truss systems.</li> <li>• Installation and dismantle of any programmable dimmable lighting fixtures that are attached to any ground-supported truss.</li> <li>• Meeting room ground supported truss for the purpose of audio, visual, theatrical lighting.</li> </ul>
<b>Booth Cleaning and Porter Service</b>	<ul style="list-style-type: none"> <li>• Clean and wipe down products and display merchandise and other parts of the exhibit.</li> <li>• Exhibitor Appointed Contractors (EAC's) are not permitted to vacuum or utilize floor cleaning equipment on the show floor .</li> </ul>	<ul style="list-style-type: none"> <li>• All booth vacuuming and porter service.</li> </ul>
<b>Booth Installation and Dismantle</b>	<ul style="list-style-type: none"> <li>• As an Exhibitor you may choose to utilize your own personnel to set up and dismantle your exhibit.</li> <li>• If full-time company personnel are utilized to set an exhibit, they should carry positive company identification, such as a medical identification card or payroll stub.</li> <li>• You may hire Freeman to act as your Exhibitor Appointed Contractor (EAC) to perform this work.</li> <li>• You may hire an Exhibitor Appointed Contractor (EAC) to perform this work.</li> <li>• All EAC's must have the appropriate credentials submitted to Show Management and the facility.</li> </ul>	<ul style="list-style-type: none"> <li>• When it comes to installation and dismantling of exhibits, no one does it better than Freeman. With more than 75 years of experience, our group of specialists are ready to assist you with all of your exhibit requests from beginning to end. Whether you choose to supervise or you need the assistance of a full-time Freeman employee, we can meet all your needs, from shipping and storage to emergency on-site repairs to basic installation and dismantling to support service coordination including electrical, furnishings and more. Freeman has the resources and the capabilities to help you have the most successful show experience possible.</li> <li>• To secure Freeman labor, please utilize the labor forms enclosed. Skilled Freeman Labor is available to act as your EAC.</li> </ul>
<b>Cameras, Audio and Video Systems</b>	<ul style="list-style-type: none"> <li>• Install and operate their own manufactured or product systems when less than 20 amps or not suspended from the ceiling.</li> <li>• Plug in small sound devices.</li> <li>• Install exhibitor's own manufactured cameras by exhibitor's full time employees.</li> <li>• Exhibitors may elect to staff certain positions:               <ul style="list-style-type: none"> <li>• Technical Director</li> <li>• Lighting Designer</li> <li>• Video Engineer or Audio Engineer</li> <li>• Slow Motion Machine Operator</li> <li>• Advance Projectionist</li> <li>• Audio Board Operator</li> <li>• Video Board Operator</li> <li>• Live Camera Operator</li> <li>• Lighting Board Operator</li> </ul> </li> </ul>	<p>Freeman will be responsible for the following staffing when an integrated system draws more than 20 amps or is suspended from the ceiling:</p> <ul style="list-style-type: none"> <li>• Crane Operator</li> <li>• Audio Technician</li> <li>• TV Sound Boom Operator</li> <li>• Character Generator</li> <li>• Advanced Audio Visual Technician</li> <li>• Tape Operator</li> <li>• Audio Visual Technician</li> <li>• Video Wall Technician</li> <li>• Video Utility Person</li> <li>• Assistant TV Audio Tech</li> <li>• Projectionist</li> <li>• High Rigger</li> <li>• Ground Rigger</li> <li>• Lighting Tech</li> </ul>
<b>Telephone</b>	<ul style="list-style-type: none"> <li>• May plug and unplug their phones, modems, faxes or credit card readers.</li> </ul>	<ul style="list-style-type: none"> <li>• Cox must distribute all concealed and under-carpet wiring.</li> </ul>



Las Vegas Convention Center  
3150 Paradise Rd., Las Vegas, NV 89109  
November 14-16, 2018

## Exhibitor Appointed Contractor Authorization Form

**Deadline: Tuesday, October 9<sup>th</sup>**

Exhibiting Company: \_\_\_\_\_ Booth Number: \_\_\_\_\_

Name and phone # of onsite exhibitor: \_\_\_\_\_

We intend to use the following Exhibitor Appointed Contractor (EAC) to perform services in our booth:

EAC Company Name: \_\_\_\_\_

EAC Onsite Contact and Phone Number: \_\_\_\_\_

Type of Service to be Performed: \_\_\_\_\_

Additional names of EAC onsite contractors:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

Inform your EAC that they **MUST** send a copy of their General Liability Insurance Certificate no later than **Thursday, October 9<sup>th</sup>, 2018** or they will **NOT** be permitted to provide service for your exhibit. The exhibiting **company name** and **booth number** must be listed on Certificate of Insurance.

It is the responsibility of the **exhibitor** to see that each representative of an EAC abides by the official rules and regulations of this event.

Contractors must pick up a temporary contractor badge at Badge Assistant located in the Registration Area. EAC's are required to wear their company credentials (name tag or badge) at all times and temporary badge given to them by MJBIZCON.

### EXHIBITOR MOVE-IN

Monday November 12, 2018 8:00 a.m. - 6:00 p.m. Booths 600 sqft & larger only

10:00 a.m. - 6:00 p.m. Booths 400 sqft & larger only

1:00 p.m. - 6:00 p.m. All exhibitors

Tuesday November 13, 2018 8:00 a.m. - 6:00 p.m.

**All exhibits must be fully installed by Tuesday, November 13, 2018 at 6:00 p.m.**

**Please return to this form and insurance certificate to:**

Alicia Fresquez, Event Coordinator | E-mail: [AliciaF@mjbizdaily.com](mailto:AliciaF@mjbizdaily.com) | Phone: (401) 371-3376

**APPROVED HALOGEN BULBS - 75 WATTS MAX**



**DISAPPROVED HALOGEN BULBS**



# LAS VEGAS FIRE REGULATIONS

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Please find below general guidelines for fire safety. Please refer to the Clark County's Fire Prevention website for Requirements and Permit Guidelines, Application Forms, Permit Fees, etc.

Clark County Fire Prevention Department:

<http://www.clarkcountynv.gov/building/fire-prevention/Pages/SpecialEvents.asp>

Clark County Temporary Operational Fire Permit:

<http://www.clarkcountynv.gov/building/Forms/TemporaryOperationalFirePermit.pdf>

Clark County Fire Permit by Inspection - Application:

<http://www.clarkcountynv.gov/building/Forms/PermitByInspectionApplication.pdf>

The following items are required to have a permit from the Clark County Fire Department:

- Display Vehicles
- Fire Systems for Covered Booths
  - (if they contain vehicles, open flame, hot works, or if they are over 1,000 sq. ft. that will be in place for more than seven show days)
- Tents and/or Canopies
- Temporary Membrane Structures
- Candles and Open Flames
- Flame Effects
- Temporary Outdoor Structures
- Compressed Gases, Cryogenic Fluids, Hot Works (welding operations)

For information specific to the Las Vegas Convention Center, please contact the LVCVA Convention Services Department at (702) 892-2915.

For information specific to the Mandalay Bay Convention Center, please contact their Exhibitor Services Department at (855) 408-1349.

For information specific to the Sands Expo Center, please contact Sands Customer Service at (702) 733-5070

**PLEASE NOTE: Failure to notify show management and/or apply for permit no later than three weeks prior to the move-in of an event could result in higher permit fees or non-admission of the item/service to the exhibit floor.**

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1. **In accordance with the Nevada Clean Indoor Air Act, smoking is prohibited in exhibit areas.**
2. **All materials used in construction and decoration of an exhibit must be flame retardant.** Fabrics must be certified as flame retardant or a sample must be available for testing. Materials which cannot be treated to meet the requirements may not be used. NFPA 701 is the accepted standard.
3. **All exits and exit aisles must be kept clear and unobstructed.** No furniture, signs, easels, chairs or displays may protrude into aisles unless shown on the Fire Marshal approved floor plan
4. **Designated "No Freight" aisles must be maintained clear of crates and exhibit materials during move-in and move-out.** These aisles are required for emergency access throughout the hall and to expedite freight and empty crate moving.
5. **All empty cartons or crates must be labeled and removed for storage or they will be removed as trash.** Crates are not to be used as exhibit supports.
6. **All fire hose racks, fire extinguishers, strobe lights and emergency exits must be visible and accessible (3' clearance for hoses and extinguishers) at all times.** This includes fire protection equipment located within exhibits. Exits and exit signs must not be covered by drapes nor obscured from view by exhibit components.
7. **Exhibitors who intend to display a vehicle within the confines of their exhibit booth must obtain a vehicle display permit from the Clark County Fire Marshal.** Vehicles on display must have fuel filler caps locked or sealed to prevent escape of vapors and to avoid tampering. Vehicles shall not be fueled or defueled within the building. Fuel in the tank shall not exceed 1/4 of the tank capacity or 5 gallons, whichever is less. Batteries must be disconnected. Auxiliary batteries not connected to engine starting system may be left connected. No leaks underneath vehicles. At least 36" clear access or aisles must be maintained around the vehicle. Vehicles must be a minimum of 20 feet from exit of door or exit pathway. External chargers are recommended for demonstration purposes.  
  
**Exception:** Permits are not required at the Las Vegas Convention Center; however, vehicles that use compressed gas are prohibited. At least one battery cable shall be removed from the batteries used to start the vehicle engine. Batteries used to power auxiliary equipment shall be permitted with prior approval from the LVCVA Safety Office.
8. **Combustible materials must not be stored beneath display vehicles.** Space beneath vehicles must be clear and visible except for permitted electrical supplies.
9. **Vehicles in building for unloading must not be left with engine idling.** Exhaust gases present extreme hazards to workers on catwalks. If engine cannot be shut down, vehicle must be removed from the building as quickly as possible.
10. **No storage of any kind is allowed behind booths or near electrical service.** Materials for hand-outs must be limited to one day supply and stored neatly within the booth. Violators will be notified and if not removed by show opening, Official Service Contractor will remove and store at **EXHIBITOR'S EXPENSE.**

# LAS VEGAS FIRE REGULATIONS (continued)

11. **All 110 volt extension cords shall be three-wire (grounded), #14 or larger AWG, copper wire. All connections must be supported and secure.** Two wire, "Zip Cords" are not permitted other than factory installed appliance connectors; these may not exceed six (6) feet in length and must be UL approved.
12. **Cube tap adapters are prohibited (Uniform Fire Code 85.107). Multi-plug connectors must be UL approved with built-in overload protection.** Connectors must not be used to exceed their listed ampere rating.
13. **Electrical work under carpets or flooring must be installed by the official electrical service provider.** All cords must be flat, three conductor, #14 AWG or larger.
14. **All temporary wiring must be accessible and free from debris and storage materials.** Hard backed booths must have power supplies dropped within the booth.
15. **Flammable or combustible liquids are prohibited inside of buildings except as approved by the Office of Fire Protection and Safety.** Flammable thinners, solvents and paints, including aerosol cans are strictly prohibited within the building.
16. **Compressed gas cylinders, including LPG, are prohibited unless approved by the Office of Fire Protection and Safety.** Flammable gases, i.e.: butane, propane, natural gas, et al; are subject to prior approval. Non-flammable compressed gas cylinders must be secured in an upright position with gauges and regulator protected against physical damage.

**Exception:** Please contact the Las Vegas Convention Center for their specific guidelines.

17. **Certain halogen lamps have been banned at the Las Vegas Convention Center, Mandalay Bay Convention Center, Sands Expo Center, and Cashman Center.**

Halogen lamps at the Las Vegas Convention Center, Sands Expo Center and Cashman Center are limited to 75 watts and must be of the sealed variety, which prevents direct handling of the bulb.

Halogen lighting policy at Mandalay Bay Convention Center covers restrictions on stem mounted halogen lighting provided by display contractors and exhibitors for the temporary lighting of exhibit booths. The use of any stem mounted halogen or other fixtures employing a non-shielded halogen bulb is not allowed. In addition, conventional track lighting systems that use any of the approved types of halogen bulbs and that are securely mounted to stable exhibit structures will continue to be allowed. Approved halogen bulbs include: MR 11/16 Covered - Low Wattage, MR 16 Covered - Line Voltage and PAR 14, 16, 20, 30 and 48.

18. **Single-level covered exhibits require automatic fire sprinklers underneath covered areas greater than 1,000 square feet that will be in place for 7 or more show days (not including move-in and move-out days).** Sprinklers are also required when there will be vehicles, open flame, or hot works underneath any covered areas. The permit that is required is only for the installation of fire sprinklers, not for structural review of exhibits.

**Exception:** Where the booth is used in an event with duration less than 7 calendar days and does not contain vehicles, open flame or hot works, automatic fire sprinklers are not required, provided the aggregate area of unsprinklered booths within the room does not exceed 30% of the room size.

**Exception:** Please contact the Las Vegas Convention Center, Sands Expo Center or Cashman Center for their specific guidelines.

19. **Please note: These are Clark County Fire Department guidelines. Please contact the the event facility for specific guidelines.**

**Multi-level covered exhibits require automatic fire sprinklers underneath all covered areas on each level when the walking surface of the upper level(s) is over 1,000 square feet that will be in place for 7 or more show days (not including move-in and move-out days). Upper level areas of multi-level exhibit booths exceeding 300 square feet shall not have less than two remote means of egress.** Sprinklers are also required when there will be vehicles, open flame, or hot works underneath any covered areas. The permit that is required is only for the installation of fire sprinklers, not for structural review of exhibits. Any exhibit with an upper deck area to be occupied must be evaluated and stamped by a licensed engineer. Stamped plans should be present within the exhibit for potential verification by the Fire Marshal upon request

**Exception:** Where the booth is used in an event with duration less than 7 calendar days and does not contain vehicles, open flame or hot works, automatic fire sprinklers are not required, provided the aggregate area of unsprinklered booths within the room does not exceed 30% of the room size.

20. **Tents in excess of 400 square feet, canopies in excess of 700 square feet, and temporary membrane structures must be approved by the Clark County Fire Marshal.**

**Exception:** Please contact the Las Vegas Convention Center for their Tents/Canopies guidelines.

21. **Demonstration cooking and food warming in exhibition spaces shall comply with the Clark County Fire Code and facility regulations.**

**Exception:** Please contact the Las Vegas Convention Center for their specific guidelines

22. **The use of candles and other open flame decorative devices must be approved by the Clark County Fire Marshal.**

**Exception:** Please contact the Las Vegas Convention Center for their specific guidelines

# REDUCING YOUR FOOTPRINT

Freeman actively engages in green practices within day-to-day operations and is committed to producing events in the most environmentally friendly way possible. Freeman has collaborated with a number of customers to make their events greener and is dedicated to broadening this effort.

## Green Tips for Exhibitors

Interested in going Green and saving money with your exhibit booth? Follow these tips to assist you in making your sustainable booth strategies at least cost-neutral, and possibly cost-saving!

### Supplies and Ordering

- Order exhibit supplies early and utilize online ordering systems to eliminate paper waste.
- Consider renting a booth from Freeman or buying materials locally, preventing shipping cost and lowering emissions.
- Rent Freeman Classic Carpet which contains recycled content and is also recyclable.
- Provide giveaways made of recycled, responsibly grown natural fiber, nontoxic and biodegradable materials. Ensure giveaways are useful, not merely promotional in nature. Electronic Giveaways are smart and trendy, like a USB storage drive with your content already loaded.

### Printing, Recycling and Waste Management

- Encourage less printing and provide more information digitally when it comes to booth literature, fulfilling requests via email and website referrals.
- If you need to print, use a local printer in the city where the show will be held and choose paper that contains at least 50% post-consumer recycled content.
- Ask Freeman about new paper-based signage materials that are comparably priced to plastic. There are good alternatives to foam core and PVC which are not as easily recyclable.
- Participate in the exhibit donation program by providing materials that are eligible for donation to local charities, such as pens, bags and notepads.

### Shipping and Transportation

- If you must ship materials, planning out your booth in a timely way to meet shipping deadlines can also help maximize consolidation and cost-savings.
- Choose a SmartWay™-certified hauler at no additional cost to ensure your transportation company is practicing sustainable shipping.
- Set a goal to leave no trace behind by shipping out all booth properties and packing materials and donating extra giveaways thereby minimizing any waste for the show.
- If you are attending another trade show that many of your fellow exhibitors are also participating in, ask your General Service Contractor or Show Management to set up a caravan service to save on fuel emissions—and cost of transportation.

### Personnel and Best Practices

- Take advantage of local or regional representatives to staff your booth, rather than bringing staff from far away offices, reducing travel cost.
- Bring Green as part of your company message providing recycling bins in your booth and information on what you have done to exhibit in a sustainable way.

These steps can help as we all strive to make smarter and more environmentally sound decisions. For more information on the Freeman Sustainability Initiative, contact [goinggreen@freemanco.com](mailto:goinggreen@freemanco.com).

# MJBizCon

November 14-16, 2018

## LVCC - Central Hall - Las Vegas, NV

### TARGET LEGEND

	MONDAY, NOVEMBER 12, 8AM
	MONDAY, NOVEMBER 12, 10AM
	MONDAY, NOVEMBER 12, 1PM

**REVISION**  
Date: 5/25/2018  
By: Brian Begay, NRDC

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**BOOTH COUNT**

Inventory as of 05/25/2018

Dimension	Size	Qty	SqFt
10x10	100	774	77,400
10x20	200	190	38,000
10x30	300	13	3,900
10x40	400	1	400
20x20	400	73	29,200
10x60	600	1	600
20x30	600	15	9,000
20x40	800	8	6,400
30x30	900	1	900
20x50	1,000	1	1,000
30x40	1,200	1	1,200
30x60	1,800	1	1,800
40x60	2,400	1	2,400
<b>Totals:</b>		<b>1,080</b>	<b>172,200</b>

**BLDG. LEGEND:**

**BUILDING LEGEND**

**FIRE AND SAFETY:**

- ALL AISLES MUST BE 10' WIDE
- ALLOWABLE LOBBY SPACE
- PLACEMENT OF ITEMS ALLOWED IN THESE AREAS ONLY
- FIRE EQUIPMENT (MUST REMAIN UNOBSTRUCTED)
- FE: FIRE EXTINGUISHER
- FH: FIRE HOSE
- FSC: FIRE SPRINKLER CONTROL
- FS: FIRE ALARM, STROBE

**UTILITIES:**

- INDICATES OVERHEAD LIGHTING
- FLOOR DRAIN
- COMPRESSED AIR & GAS AVAILABLE FROM CEILING
- COLD WATER AVAILABLE AT ALL COLUMNS
- 110/208 VOLT SINGLE PHASE & 208/480 VOLT THREE PHASE AVAILABLE AT ALL COLUMNS AND FROM CEILING
- E: ELECTRICAL ACCESS CEILING AND COLUMNS
- T: TELEPHONE ACCESS
- C1-C2: ALL COLUMNS AND CEILING
- C3-C5: FROM CEILING/COLUMNS

**FLOOR LOAD CAPACITY:**

- NORTH 1-4: UNLIMITED
- CENTRAL 1-2: UNLIMITED
- CENTRAL 3-5: UNLIMITED
- C-3 CONCOURSE (TUNNEL BELOW - SEE PLAN): 175 LBS. P.S.F.
- C-384 (TUNNEL BELOW - SEE PLAN): 250 LBS. P.S.F.

**INTERNATIONAL SYMBOLS LEGEND**

**DRAWING INFO**

Passport Line Item Number:  
**4551517**

Facility:  
LVCC

Hall / Level:  
Central Hall

City & State:  
Las Vegas, NV

Scale: Custom

Job #: 467352

AE: KRIS KRISTJANSSON

Prod. AE: KRIS KRISTJANSSON

Started: 5/22/2018

Started By: Brian Begay, NRDC

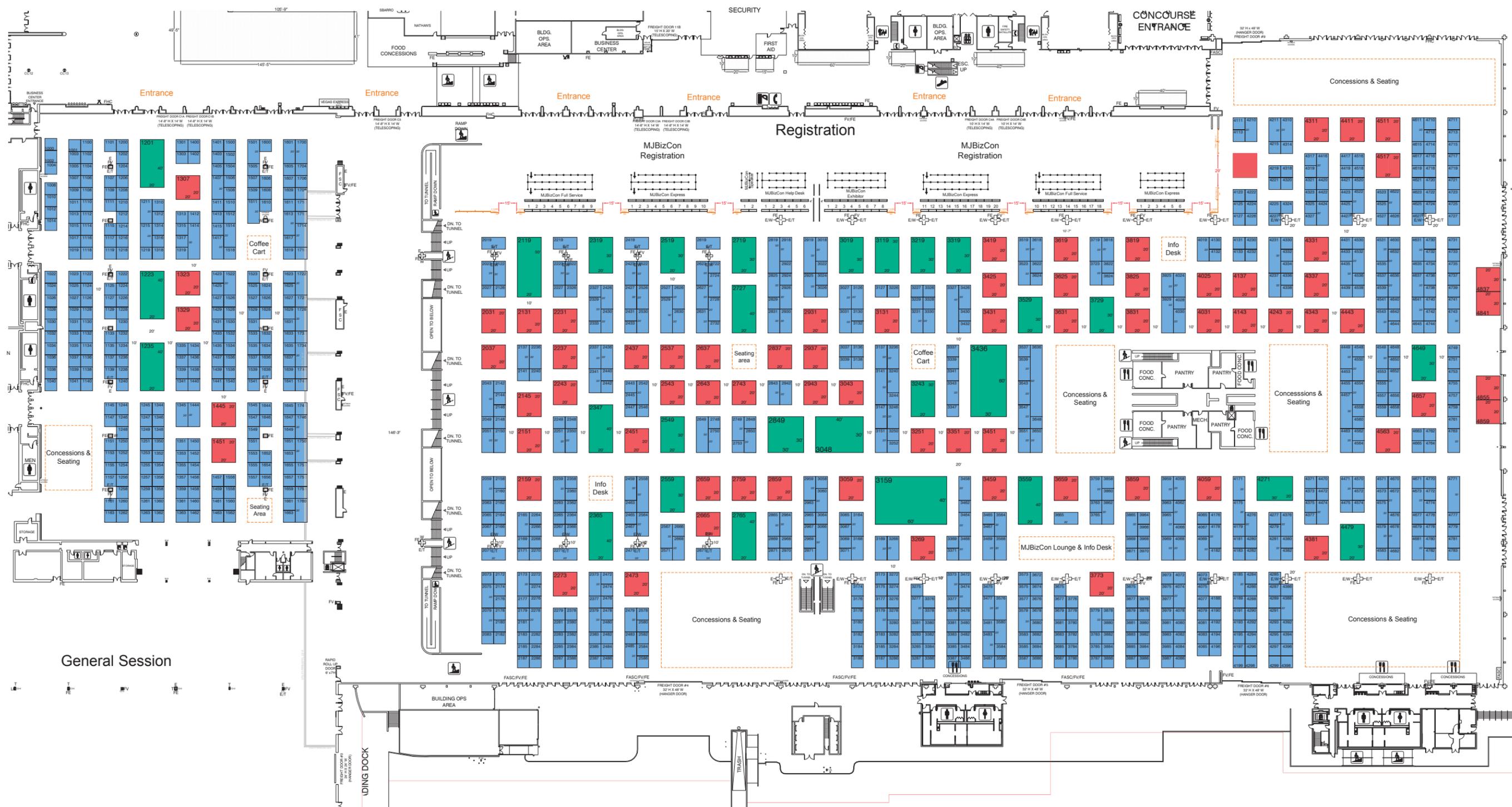
Prod. Branch: Las Vegas

**FREEMAN**

**Disclaimer** - Every effort has been made to ensure the accuracy of all information contained on this floorplan. However, no warranties, either expressed or implied, are made with respect to this floorplan. If the location of building columns, utilities or other architectural components of the facility is a consideration in the construction or usage of an exhibit, it is the sole responsibility of the exhibitor to physically inspect the facility to verify all dimension and locations.

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**Confidential and Proprietary** - the information contained herein is the proprietary information of Freeman and by accessing the information, the recipient agrees to keep the information confidential and not disclose it to any third party without the prior consent of Freeman. Recipient also agrees to only use the information for its internal evaluation purposes and for no other purpose, without the prior consent of Freeman.



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# FREEMAN

6555 West Sunset Rd  
Las Vegas, NV 89118  
(702) 579-1700 Fax: (469) 621-5604



DISCOUNT PRICE  
DEADLINE DATE  
OCTOBER 22, 2018

INCLUDE THIS FORM  
WITH YOUR ORDER  
PLEASE USE BLACK INK

NAME OF SHOW: **MJBizCon Fall 2018 / November 14-16, 2018**

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COMPANY NAME: \_\_\_\_\_ BOOTH #: \_\_\_\_\_

---

ADDRESS: \_\_\_\_\_ BOOTH SIZE : \_\_\_\_\_ X

---

CITY/STATE/ZIP: \_\_\_\_\_

---

PHONE: \_\_\_\_\_ EXT.: \_\_\_\_\_ FAX #: \_\_\_\_\_

---

SIGNATURE: \_\_\_\_\_ PRINT NAME: \_\_\_\_\_

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CONTACT'S E-MAIL: \_\_\_\_\_

E-MAIL FOR INVOICE: \_\_\_\_\_  **Check if you are a new Freeman customer**  
**Invoices will be sent by e-mail; please provide e-mail address of the person who reconciles your invoices if different than contact's email.**

## METHOD OF PAYMENT

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

**COMPANY CHECK**  
 Please make check payable to: Freeman  
 Checks must be in U.S. funds drawn on a U.S. or Canadian bank. ("U.S. FUNDS" MUST BE PRE-PRINTED on Canadian checks.)  
**Please reference (467352) on your remittance.**

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

**AMERICAN EXPRESS**     **MASTER CARD**     **VISA**    **We do not accept credit card information via email.**

**BANK TRANSFER**  
 Bank transfer to Bank of America, N.A.; Dallas, TX  
*Wire Transfer*  
 ABA#: 026009593 ACCT# 1252039192 Freeman  
*International Wire Transfer*  
 Swift Code: BOFAUS3N ACCT# 1252039192 Freeman  
*ACH Direct Deposit*  
 ABA#: 111000012 ACCT# 1252039192 Freeman

**Bank Address for Wire and ACH is 901 Main St, Dallas, TX 75202**  
**Please reference Name of Show & Booth Number so we can properly credit your account.**  
**Note: Customers are responsible for any bank processing fees.**

ACCOUNT NO.: \_\_\_\_\_ EXP. DATE: \_\_\_\_\_

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CARDHOLDER NAME (PRINT): \_\_\_\_\_ SIGNATURE: \_\_\_\_\_

---

CARDHOLDER BILLING ADDRESS: \_\_\_\_\_

---

CITY/STATE/ZIP: \_\_\_\_\_

## ENTER TOTALS HERE

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

- Remember to order in advance to save time and money. You may place your order by phone, fax, mail, or use our online ordering service at: [www.freeman.com](http://www.freeman.com).
- Orders received after the deadline or without payment will be charged the Standard price.
- Copies of invoices may be picked up from the Freeman Service Center prior to show closing.
- If you have questions or need assistance with any items not listed, please call and ask for Exhibitor Sales.

**FREEMAN method of payment**

6555 West Sunset Rd  
Las Vegas, NV 89118  
(702) 579-1700 Fax: (469) 621-5604

**MJBizCon Fall 2018 / November 14-16, 2018**

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

**EXHIBITING COMPANY AUTHORIZATION OF THIRD PARTY BILLING**

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

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

EXHIBITOR NAME: (PLEASE PRINT)

EXHIBITOR SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**EXHIBITING COMPANY INFORMATION**

EXHIBITING COMPANY NAME: \_\_\_\_\_ BOOTH #: \_\_\_\_\_

EXHIBITING COMPANY ADDRESS: \_\_\_\_\_

CITY/STATE/ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ EXT. \_\_\_\_\_ FAX: \_\_\_\_\_

CONTACT'S E-MAIL: \_\_\_\_\_

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

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

**THIRD PARTY COMPANY INFORMATION**

THIRD PARTY COMPANY NAME: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_

THIRD PARTY BILLING ADDRESS: \_\_\_\_\_

CITY/STATE/ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ EXT: \_\_\_\_\_ FAX: \_\_\_\_\_

CONTACT'S E-MAIL: \_\_\_\_\_

E-MAIL FOR INVOICE: \_\_\_\_\_

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

**THIRD PARTY CREDIT/DEBIT CARD AUTHORIZATION**

- AMERICAN EXPRESS**    **MASTERCARD**    **VISA**   **We do not accept credit card information via email.**

ACCOUNT NO: \_\_\_\_\_ EXP. DATE: \_\_\_\_\_

CARDHOLDER NAME (PLEASE PRINT): \_\_\_\_\_ CARD TYPE: \_\_\_\_\_

AUTHORIZED SIGNATURE: \_\_\_\_\_

CARDHOLDER BILLING ADDRESS: \_\_\_\_\_

CITY/STATE/ZIP: \_\_\_\_\_

# PAYMENT & LABOR

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

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

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

## DEFINITIONS

For purposes of this Contract, "FREEMAN" or "The Freeman Companies" means Freeman Expositions, Inc., Freeman Expositions, Ltd., Freeman Audio Visual, Inc., Exhibit Surveys, Inc., Freeman Exhibit, Freeman Transportation, FreemanXP, Inc., Stage Rigging, Inc., The Freeman Company, Freeman Electrical, Inc., Freeman Digital Ventures, Inc., and their respective employees, directors, officers, agents, assigns, affiliated companies, and related entities including, but not limited to, any subcontractors FREEMAN may appoint. The term "EXHIBITOR" means the Exhibitor, its employees, agents, representatives, and any Exhibitor Appointed Contractors ("EAC").

## PAYMENT TERMS

Full payment, including any applicable tax, is due in advance or at show site. All payments must be in U.S. secure funds and all checks must be drawn on a U.S. bank. Orders received without advance payment or after the deadline date will incur additional charges as indicated on each order form. Payment for Audio Visual services and equipment is due in advance of move-in, unless otherwise agreed in writing with Freeman. All materials and equipment are on a rental basis for the duration of the show or event and remain the property of FREEMAN except where specifically identified as a sale. All rentals (excluding Audio Visual equipment and computers) include delivery, installation, and removal from EXHIBITOR'S booth. Rental prices on Audio Visual equipment and computers do not include labor, delivery, electrical services or removal of the equipment from the booth. In case of cancellation of any orders or services by EXHIBITOR, a one-hour "per person, per hour" charge will be applied for all labor orders that are not canceled in writing at least 24 hours prior to the scheduled start time. If Prestige Carpet, Custom-Cut Carpet, Modular Rental Exhibits and any other custom-order items or services have already been provided at the time of cancellation, fees will remain at 100% of the original charge. Audio Visual orders cancelled within 7 days from the show opening date will be charged a one-day rental rate on equipment. On-site cancellation of Audio Visual services will result in a one-day rental charge of equipment and any applicable labor. If the Show or Event is canceled because of reasons beyond FREEMAN'S control, EXHIBITOR remains responsible for all charges for services and equipment provided up to and including the date of cancellation. FREEMAN will not issue refunds to EXHIBITOR of any payments made before the date of cancellation. It is EXHIBITOR'S responsibility to advise the FREEMAN Service Center Representative of problems with any orders, and to check the EXHIBITOR'S invoice for accuracy prior to the close of the Show or Event. If EXHIBITOR is exempt from payment of sales tax, FREEMAN requires an exemption certificate for the State in which the services are to be used. Resale certificates are not valid unless EXHIBITOR is rebilling these charges to its customers. For International EXHIBITORS, FREEMAN requires 100% prepayment of advance orders, and any order or services placed at show site must be paid at the show. For all others, should there be any pre-approved unpaid balance after the close of the show; terms will be net, due and payable in DALLAS, TEXAS upon receipt of invoice. Effective 30 days after invoice date, any unpaid balance will bear a FINANCE CHARGE at the lesser of the maximum rate allowed by applicable law, or 1.5% per month, which is an ANNUAL PERCENTAGE RATE of 18%, and future orders will be on a prepaid basis only. If any finance charge hereunder exceeds the maximum rate allowed by applicable law, the finance charge shall automatically be reduced to the maximum rate allowed, and any excess finance charge received by FREEMAN shall be either applied to reduce the principal unpaid balance or refunded to the payer. If past due invoices or invoice balances are placed with a collection agency or attorney for collection or suit, EXHIBITOR agrees to pay all legal and collection costs. THESE PAYMENT TERMS AND CONDITIONS SHALL BE GOVERNED BY AND CONSTRUED IN ACCORDANCE WITH THE LAWS OF THE STATE OF TEXAS. In the event of any dispute between the EXHIBITOR and FREEMAN relative to any loss, damage, or claim, such EXHIBITOR shall not be entitled to and shall not withhold payment, or any partial payment, due to FREEMAN for its services, as an offset against the amount of any alleged loss or damage. Any claims against FREEMAN shall be considered a separate transaction, and shall be resolved on its own merits. FREEMAN reserves the right to charge EXHIBITOR for the difference between the EXHIBITOR'S estimate of charges and the actual charges incurred by EXHIBITOR, or for any charges that FREEMAN may be obligated to pay on behalf of EXHIBITOR, including without limitation, any shipping charges. If EXHIBITOR provides a credit card for payment and charges are rejected by the EXHIBITOR'S credit card company for any reason, FREEMAN hereby provides notice that it reserves the right, and EXHIBITOR authorizes FREEMAN, to continue to attempt to secure payment through that credit card for as long as unpaid balances remain on the EXHIBITOR'S account. In the event that a THIRD PARTY orders on behalf of the EXHIBITOR and the named THIRD PARTY does not discharge payment of the invoice prior to the last day of the show, charges will revert back to the EXHIBITOR. All invoices are due and payable upon receipt, by either party.

## ELECTRICAL

If FREEMAN provides electrical services, claims will not be considered, or adjustments made unless filed in writing, by EXHIBITOR, prior to the close of the event. FREEMAN is not responsible for any damage or loss caused by the loss of power beyond its control and EXHIBITOR agrees to hold FREEMAN, its officers, directors, employees and agents harmless from such power loss. IN NO EVENT SHALL FREEMAN BE LIABLE FOR ANY INDIRECT OR CONSEQUENTIAL DAMAGES (INCLUDING WITHOUT LIMITATION LOST PROFITS) EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, WHETHER UNDER THEORY OF CONTRACT, TORT (INCLUDING NEGLIGENCE), PRODUCTS LIABILITY OR OTHERWISE. EXHIBITOR shall indemnify and hold harmless FREEMAN, its officers, directors, employees, and agents from and against any and all claims, liabilities, damages, fines, penalties or costs of whatsoever nature (including reasonable attorneys' fees) arising out of or in any way connected with EXHIBITOR'S actions or omissions under this Agreement. Please note that electrical services are NOT automatically included in Audio Visual rentals and must be ordered separately from the designated electrical provider.

## LABOR UNDER THE SUPERVISION OF EXHIBITOR RESPONSIBILITIES

EXHIBITOR shall be responsible for the performance of labor provided under this option. It is the responsibility of EXHIBITOR to supervise labor secured through FREEMAN in a reasonable manner as to prevent bodily injury and/or property damage and also to direct them to work in a manner that is in compliance with FREEMAN'S Safe Work Rules and/or Federal, State, County and Local ordinances, rules and/or regulations, including but not limited to Show or Facility Management rules and/or regulations. If any labor secured through Freeman is conducting overhead work, the Exhibitor is responsible for ensuring that everyone in the area of overhead work is wearing a hard hat. If the Exhibitor does not have its own hard hats, Freeman can assist with obtaining them. It is the responsibility of EXHIBITOR to check in with the Service Desk to pick up labor, and to return to the Service Desk to release labor when the work is completed.

## INDEMNIFICATION

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

## IMPORTANT

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

# MATERIAL HANDLING

**YOU ARE ENTERING A BINDING CONTRACT WHICH LIMITS YOUR POSSIBLE RECOVERY IN CASE OF LOSS OR DAMAGE.** Acceptance of said terms and conditions will be construed when any of the following conditions are met: This Material Handling Agreement (MHA) is signed; Exhibitor's materials are delivered to Freeman's warehouse or to an event site for which Freeman is the Official Show Contractor; or an order for labor and/or rental equipment is placed by Exhibitor with Freeman. Please be aware that disposal of exhibit properties is not included as part of your material handling charges. Please contact Freeman for your quoted rates and rules applicable to disposal of your exhibit properties.

**1. DEFINITIONS.** For purposes of this Contract, Freeman means Freeman Expositions, Inc., and its employees, directors, officers, agents, assigns, affiliated companies, and related entities. In no event shall Freeman be deemed to be the Ultimate Consignee for shipping and custom purposes. The term "Exhibitor" means the Exhibitor, its employees, agents, and representatives.

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

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

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

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

**6. DESIGNATED CARRIERS.** Freeman shall have the authority to change the Exhibitor designated carrier if that carrier does not pick up the shipment(s) at the appointed time. Where no disposition is made by Exhibitor, materials may be taken to a warehouse to await Exhibitor's shipping instructions and Exhibitor agrees to be responsible for charges relating to such rerouting and handling. **IN NO EVENT SHALL FREEMAN BE RESPONSIBLE FOR ANY LOSS RESULTING FROM SUCH REROUTING DESIGNATION.**

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

**8. CLAIM(S) FOR LOSS.** Exhibitor agrees that any and all claims for loss or damage must be submitted to Freeman immediately at the show site and in any case not later than **thirty (30) business days** after the date when Exhibitor's materials are delivered to the carrier for transportation from show site or from Freeman's warehouse. All claims reported after thirty (30) days will be rejected. In no event shall a suit or action be brought against Freeman **more than one (1) year** after the date of loss or damage occurred.

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

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

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

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

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

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

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

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

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

# AIR CARGO

## AIR CARGO SERVICE REQUEST AND SHIPPING INSTRUCTIONS CONTRACT

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

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

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

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

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

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

- Freeman shall promptly attempt to provide notice, by telephonic, electronic or written communication as provided on the face of these shipping instructions, if so indicated, to Shipper or the party, if any, designated to receive notice in these instructions.
- Storage charges, based on Freeman's applicable rates, shall start no sooner than the next business day following the attempted notification. Storage may be, at Freeman's option, in any location that provides reasonable protection against loss or damage. Freeman may place the shipment in public storage at the owner's expense and without liability to Freeman.
- If Freeman does not receive disposition instructions within 48 hours of the time of Freeman's attempted first notification, Freeman will attempt to issue a second and final confirmed notification. Such notice shall advise that if Freeman does not receive disposition instructions within 10 days of that notification, Freeman may offer the shipment for sale at a public auction and Freeman has the right to offer the shipment for sale. The amount of sale will be applied to Freeman's invoice for transportation, storage and other lawful charges. Shipper will be responsible for the balance of charges not covered by the sale of the goods. If there is a balance remaining after all charges and expenses are paid, such balance will be paid to the owner of the property sold hereunder, upon claim and proof of ownership.
- Where Freeman has attempted to follow the procedure set forth above and the procedure is not possible, nothing shall be construed to abridge the right of Freeman, at its option, to sell the property under such circumstances and in such manner as may be authorized by law.
- When perishable goods cannot be delivered and disposition is not given within a reasonable time, Freeman may dispose of property to the best advantage. Where Freeman is directed by Consignee or Consignor to unload or deliver property at a particular location where Consignor, Consignee, or the Agent of either is not regularly located, Freeman's liability for the shipment shall terminate after unloading or delivery.

**6. LIMITATION ON SHIPPER'S RECOVERABLE DAMAGES:** FREEMAN'S LIABILITY FOR DAMAGES ON DOMESTIC SHIPMENTS, INCLUDING BUT NOT LIMITED TO THOSE DAMAGES ARISING FROM OR RELATED TO MISDELIVERY, INCOMPLETE OR OTHERWISE INADEQUATE DELIVERY (INCLUDING BUT NOT LIMITED TO FAILURE TO FOLLOW SHIPPER OR CONSIGNEE INSTRUCTIONS OR FAILURE TO COLLECT OR PROPERLY DELIVER A PAYMENT INSTRUMENT), NONDELIVERY, MISSED PICKUP, AND LOSS OF OR DAMAGE TO CARGO, SHALL BE LIMITED TO THE HIGHER OF \$50.00 (USD) PER SHIPMENT OR \$.50 (USD) PER POUND (\$1.10 (USD) PER KILOGRAM) OF CARGO ADVERSELY AFFECTED THEREBY, PLUS TRANSPORTATION CHARGES APPLICABLE TO THAT PART OF THE SHIPMENT ADVERSELY AFFECTED THEREBY, UNLESS AT TIME OF SHIPMENT THE SHIPPER MAKES A DECLARATION OF VALUE FOR CARRIAGE IN THE SPACE DESIGNATED ON THE SERVICE REQUEST AND SHIPPING INSTRUCTIONS FORM AND PAYS THE APPROPRIATE VALUATION CHARGE. IN NO EVENT SHALL FREEMAN'S LIABILITY EXCEED THE DECLARED VALUE OF THE SHIPMENT OR THE AMOUNT OF LOSS OR DAMAGE ACTUALLY SUSTAINED, WHICHEVER IS LOWER. IF CARRIAGE OF THE SHIPMENT IS SOLELY OR PARTLY BY AIR AND INVOLVES AN ULTIMATE DESTINATION OR A STOP IN A COUNTRY OTHER THAN THE COUNTRY OF DEPARTURE, Freeman's LIABILITY FOR CARGO LOST, DAMAGED OR DELAYED SHALL BE LIMITED TO \$9.07 PER POUND (\$20.00 PER KILOGRAM) FOR CARRIAGE SUBJECT TO THE UNAMENDED WARSAW CONVENTION OR THE WARSAW CONVENTION AS AMENDED BY THE HAGUE PROTOCOL OF 1955, 17 SPECIAL DRAWING RIGHTS PER KILOGRAM FOR CARRIAGE SUBJECT TO THE WARSAW CONVENTION AS AMENDED BY THE MONTREAL PROTOCOL NO. 4 OF 1975, OR \$9.07 PER POUND (\$20.00 PER KILOGRAM) FOR CARRIAGE WHERE THE WARSAW CONVENTION, INCLUDING ITS AMENDMENTS, DOES NOT APPLY FOR ANY REASON, UNLESS A HIGHER DECLARED VALUE IS REQUESTED, AND THE FEES SET FORTH IN THE SERVICE GUIDE FOR SUCH HIGHER DECLARED VALUE ARE PAID. FOR INTERNATIONAL SHIPMENTS, THIS SHIPPING REQUEST AND SHIPPING INSTRUCTION CONTRACT SHALL BE DEEMED AN AIR WAYBILL WITHIN THE MEANING OF THE WARSAW CONVENTION.

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

- artworks and objects of art, including without limitation original paintings, drawings, etchings, water colors, tapestries and sculpture;
  - clocks, watches, jewelry (including costume jewelry), furs and fur-trimmed clothing;
  - personal effects;
  - and other inherently fragile or unique items, including prototypes, etc.
- Any declared value in excess of the maximums allowed herein is null and void, and the acceptance by Freeman for carriage of any shipment with a declared value in excess of the allowed maximums does not constitute a waiver of these maximums. Shipper understands that even if Shipper is not able to participate or fully participate in a show due to loss of, theft of, or damage to its property, Freeman shall never be liable or responsible for damages identified by the terms (by way of example only and not in limitation of the breadth of this clause) such as the following: consequential damages, loss of use damages, loss of profits damages, business interruption damages, delay damages, special damages, collateral damages, exemplary damages, damages awarded for gross negligence, direct damages, indirect damages, damages for failure of performance, breach of contract damages, fraud damages, or any other sort of damage for tort or breach of contract. This limitation shall bind the parties:
- whenever or wherever the claimed loss or damage may occur;
  - even though the alleged loss or damage is claimed to result from negligence, strict liability, products liability, breach of contract, breach of statute or regulation, or any other legal theory or cause, and;
  - even though Freeman may have been advised or be on notice of the possibility or even the probability of such damages. Freeman makes no warranties, express or implied, and expressly disclaims any and all warranties. Except for Freeman's failure to deliver in accordance with the Guaranteed Service section of the Service Guide, Freeman will not be liable for misdelivery, incomplete or otherwise inadequate delivery (including but not limited to failure to follow Shipper or Consignee instructions or failure to collect or properly deliver a payment instrument), non-delivery, missed pickup, delay on International shipments, loss or damage unless caused by Freeman's sole negligence.

### 7. SHIPPER'S RESPONSIBILITIES AND INDEMNIFICATION:

- Shipper must pay in full for the services rendered under this Contract at the time the services are requested. The existence of a dispute between Shipper and Freeman relative to any claim or other matter shall have no bearing on this duty of payment. No claim submitted by or on behalf of Shipper will be processed unless Shipper's account is current.
- Shipper understands and acknowledges that Freeman does not accept or transport illegal, dangerous or hazardous materials of any kind or nature. Shipper warrants and ensures that its property is inert, and contains no Hazardous Substances, Hazardous Materials, Chemicals, Gases, Explosives, Radioactive Materials, Biologically hazardous agents, or any other substance, matter or object in any form that could pose a threat to the health or safety of persons, property or the public welfare in general. Such goods may be warehoused at owner's risk and expense or destroyed without compensation.
- Shipper shall defend and indemnify Freeman, its employees, directors, officers, and agents from and against any and all demands, claims, causes of action, fines, penalties, damages (including consequential), liabilities, judgments, and expenses (including but not limited to reasonable attorneys' fees and investigation costs) on account of personal injury, death, or damage to or loss of property or profits arising out of or contributed to by any of the following: Shipper's negligence, willful misconduct, or deliberate act; Shipper's violation of Federal, State, County or Local ordinances; Shipper's violation of Show Regulations and/or Rules as published and set forth by Facility and/or Show Management; and/or Shipper's failure to comply with (b) of this Agreement regarding the inclusion of any dangerous substances in the property placed with Freeman.

**8. CLAIMS:** Shipper, Consignee, or any other party claiming an interest in the shipment must notify Freeman immediately upon delivery, or in the case of loss or damage which could not have been noted at the time of delivery, within five (5) business days of delivery, of any loss or damage to the shipment. Notice of concealed damage must be confirmed in writing or via email at [exhibit.transportation@freeman.com](mailto:exhibit.transportation@freeman.com) within 5 business days of receipt of the property. If Carrier schedules an inspection, claimant must hold the shipping container, all packaging material and contents in the same condition as they were in when damage was discovered. Receipt of the shipment by the Consignee or the Consignee's agent without written notice on the delivery receipt and/or delivery manifest will be prima facie evidence that the shipment was delivered in good condition. The amount of the claim may not be deducted from the transportation charges. Notice of loss or damage MUST be reported to Freeman at 800-995-3579. The shipment, its container(s), and packing material must be made available to Freeman for inspection at the delivery location. All shipments are subject to opening for inspection by Freeman; however, Freeman is not obligated to perform such inspection. All claims for loss or damage MUST be made in writing to Freeman within one hundred and twenty (120) calendar days after the date of acceptance of the shipment by Freeman. Please refer to the Service Guide for claim procedures. All claims for service failure must be made within thirty (30) calendar days from the date of shipment and Freeman's sole liability for such claims arising from Guaranteed Service shipments shall be limited to the transportation charges as provided in the Guaranteed Service section of the Service Guide. All claims for overcharge must be made in writing to Freeman within sixty (60) calendar days after the invoice date. No claim for loss or damage may be maintained against Freeman unless (a) claimant complies with all requirements of this section and (b) for domestic shipments, if the claimant commences the action within one (1) year of the shipment by Freeman unless otherwise required by International, Federal or State Law. If the claim is for loss or damage involving International shipments, claimant must commence the action within two (2) years from the date of acceptance of the shipment by Freeman unless otherwise required by International, Federal or State Law. For purposes of this section, no action shall be deemed to have commenced until receipt by Freeman of service of process of the action on Freeman. Claims for loss or damage must be delivered to the following address: Sedgwick, PO Box 14151, Lexington, KY 40512-4151.

For shipping containers designed for repeated use (tradeshow cases, totes, crates), Freeman shall have no liability for superficial damage to said containers in the form of scuffs, scratches, dents or dings. Freeman will only accept liability for "catastrophic" damage to these shipping containers (crushing, puncture, or complete destruction). Freeman's maximum liability in cases of "catastrophic" damage or total loss will be limited to a depreciated value of the container based on the time elapsed from the original purchase and the purchase price established on the provided original invoice. This maximum liability will be subject to all other applicable limits of liability such as repair costs.

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

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

# MOTOR CARGO

## MOTOR CARGO SERVICE REQUEST AND SHIPPING INSTRUCTIONS CONTRACT

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

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

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

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

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

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

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

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

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

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

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

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

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

**8. LIMITATION ON SHIPPER'S RECOVERABLE DAMAGES.** Shipper understands that even if shipper's property is lost, stolen, or damaged, Freeman does not pay replacement or restoration cost of any property. **FREEMAN'S MAXIMUM LIABILITY SHALL BE THE AMOUNT OF PROVEN ACTUAL VALUE NOT EXCEEDING THE LOWER OF FAIR MARKET VALUE.**

**(THE "FAIR MARKET VALUE" EQUALS THE AS IS WHERE IS PRICE FOR THE PROPERTY AT THE LOCATION OF THE SHOW TO WHICH PRICE A WILLING BUYER AND A WILLING SELLER WOULD AGREE IN AN ORDINARY COURSE OF BUSINESS, ARM'S LENGTH SALE.) OR \$5.00 (USD) PER POUND OF CARGO LOST OR DAMAGED UNLESS AT THE TIME OF SHIPMENT SHIPPER MAKES A DECLARATION OF VALUE FOR CARRIAGE IN THE SPACE DESIGNATED ON THE SHIPPING INSTRUCTIONS AND PAYS THE APPROPRIATE VALUATION CHARGE.** Even if Shipper has made a declaration of value, liability shall never exceed the depreciated original invoice value or the fair market value of the property, whichever is less. The value per pound for applying declared valuation charges shall be determined by dividing Shipper's declared value for carriage by the actual weight of the shipment. In all cases not prohibited by law, where a lower value than the actual value of the said property has been stated in writing by Shipper or has been agreed upon in writing as the released value of the property upon which the rate is based, such lower value plus freight charges, if paid, shall be the maximum recoverable amount for loss or damage. **Notwithstanding the above limitations, all shipments containing the following items of extraordinary value are limited to a maximum declared value of \$500.00 (USD):** (a) Artworks and objects of art, including without limitation, original paintings, drawings, etchings, watercolors, tapestries and sculptures or prototypes; (b) Clocks, jewelry, including costume jewelry, furs, and fur-trimmed clothing; (c) Personal effects, including without limitation, papers and documents; or (d) Coin money, currency, gift certificates, debit cards, credit cards, and any other items of extraordinary value. (e) For either unmarked, unlabeled, or improperly packaged television monitors, the maximum liability is the lesser of \$3.00 (USD) per pound or the actual invoice price.

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

### 9. SHIPPER'S RESPONSIBILITIES AND INDEMNIFICATION:

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

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

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

**10. CLAIMS.** Claims must be filed in writing within nine (9) months after the date of delivery of the property (or in the case of export traffic, within nine (9) months after delivery at the port of export), except that claims for failure to make delivery must be filed within nine (9) months after a reasonable time for delivery has elapsed. Suits for loss, damage, or delay shall be instituted against Freeman no later than two (2) years and one (1) day from the day when written notice is given by Freeman to the claimant that Freeman has disallowed the claim or any part or parts of the claim specific in the notice. Shipper shall deliver notice of claim for loss or damage by hand, U.S. mail, courier, facsimile, or electronic means to Sedgwick, PO Box 14151, Lexington, KY 40512-4151 as soon as loss or damage is discovered. The notice of claim shall invite a prompt joint survey of the damage, at a time and place to be agreed between the parties, and such survey shall go forward promptly. However, if in any case the property is received by the Consignee or the Consignee's agent without notice of loss or damage to property being served on Freeman within 5 business days of the receipt of the property, it is agreed between Freeman and Shipper that in that instance the presumption shall arise that the property was delivered in proper quantity and in good condition. Notice of concealed damage must be confirmed in writing or via email at [exhibit.transportation@freeman.com](mailto:exhibit.transportation@freeman.com) within 5 business days of receipt of the property. If Carrier schedules an inspection, claimant must hold the shipping container, all packaging material and contents in the same condition as they were in when damage was discovered. Claims filed more than nine (9) months following the date on which the property was delivered or should have been delivered are agreed to be forever time barred.

For shipping containers designed for repeated use (tradeshow cases, totes, crates), Freeman shall have no liability for superficial damage to said containers in the form of scuffs, scratches, dents or dings. Freeman will only accept liability for "catastrophic" damage to these shipping containers (crushing, puncture, or complete destruction). Freeman's maximum liability in cases of "catastrophic" damage or total loss will be limited to a depreciated value of the container based on the time elapsed from the original purchase and the purchase price established on the provided original invoice. This maximum liability will be subject to all other applicable limits of liability such as repair costs.

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

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

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

# THE WORLD WITHIN REACH

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From pre-event planning to on-site execution, Freeman delivers. No matter where you're showing next, Exhibit Transportation from Freeman offers hassle-free delivery options as a seamless extension of the services we provide in all stages of the exhibition process. For an exhibitor, there's nothing quite like arriving at your show site with set-up ready to go. So pack your carry-on bags and leave the rest to us.



Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to [freeman.com](http://freeman.com)

## PREFERRED INTERNATIONAL FREIGHT FORWARDER

As the official service contractor, Freeman makes it easier for you to transport your exhibit to the show and on to its next destination, anywhere in the world. With reliable, flexible and cost-effective freight solutions that deliver your exhibit properties where they need to be, when they need to be there, logistical headaches are a thing of the past.

Freeman Exhibit Transportation is an EPA Smartway Partner dedicated to supporting efforts and partners that are focused on improving fuel efficiency, and reducing greenhouse gas and air pollution from the transportation supply chain.

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

### The Freeman Exhibit Transportation promise:

- // ONE CONVENIENT INVOICE ENCOMPASSING ALL FREEMAN SHOW SERVICES
- // ON-SITE TRANSPORTATION EXPERTS ARE AVAILABLE BEFORE, DURING AND AFTER THE SHOW
- // RELIABLE CUSTOMER SERVICE, OFFERING COMPLETE SHIPMENT VISIBILITY AND EXPERT SUPERVISION

Freeman can help you with your exhibit material movement across the world. We are proud to offer the following services:

- Local pickup and delivery of exhibit materials
- Global transportation of exhibit goods/materials
- Import customs clearance
- ATA Carnet entries
- Food and Drug Administration clearances
- Federal Communications Commission clearances
- Storage
- Inbound domestic forwarding
- Outbound forwarding
- Outbound customs clearance

### questions?

For more information regarding our services, rates, shipment deadlines, documentation requirements, ordering and the terms and conditions of our service offerings, please visit [freeman.com](http://freeman.com)

International Exhibitors: Contact our exhibit transportation experts at **+1.817.607.5183** or via email at [international.freight@freeman.com](mailto:international.freight@freeman.com)

Continental U.S. Exhibitors: Contact our exhibit transportation experts at **800.995.3579** or via email at [exhibit.transportation@freeman.com](mailto:exhibit.transportation@freeman.com)

**DON'T FORGET ABOUT INBOUND SHIPPING! COMPLETE AND SEND THE ORDER FORM TO ORDER YOUR INBOUND AND OUTBOUND SHIPPING.**

(800) 995-3579 Toll Free US & Canada  
 (817) 607-5183 Local & International

**COMPLETE THIS FORM ONLY IF YOU REQUIRE INTERNATIONAL SHIPPING USING FREEMAN EXHIBIT TRANSPORTATION**

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

NAME OF SHOW: **MJBizCon Fall 2018 / November 14-16, 2018**

COMPANY NAME: \_\_\_\_\_ BOOTH #: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_ PHONE #: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

For Assistance, please call 817-607-5183 to speak with one of our experts.

For fast, easy ordering, go to [www.freeman.com](http://www.freeman.com)

**INTERNATIONAL EXHIBIT TRANSPORTATION**

**TIPS FOR EASY ORDERING**

- Credit card information must be on file prior to pick up, as charges will be included on your show services invoice.
- International Exhibitors remember - Shipments originating from countries other than the U.S. must be cleared through customs. Please call for additional information:  
**(817) 607-5183**

COMPLETE THE FOLLOWING ITEMS ON THIS FORM:

**PICK UP INFORMATION:**

Requested Pick Up Date: \_\_\_\_\_

SHIPPER NAME: \_\_\_\_\_

SHIPPER ADDRESS: \_\_\_\_\_

(City) \_\_\_\_\_ (Province/State) \_\_\_\_\_ (Postal Code) \_\_\_\_\_

(Country) \_\_\_\_\_

**TYPE OF SERVICE - Choose One**

- AIR FREIGHT (Transportation & Customs Clearance)
- OCEAN FREIGHT (Transportation & Customs Clearance)

**DESTINATION**

- I will be shipping to the **WAREHOUSE**  
**FREEMAN/Exhibiting Company Name**  
 Hold for: **MJBizCon Fall 2018 - Booth #** \_\_\_\_\_  
 6675 W Sunset Rd  
 Las Vegas, NV 89118

**MUST BE DELIVERED BY NOVEMBER 6, 2018**

- I will be shipping to **SHOW SITE**  
**FREEMAN/Exhibiting Company Name**  
**MJBizCon Fall 2018 - Booth #** \_\_\_\_\_  
 c/o FREEMAN  
 Las Vegas Convention Center  
 3150 Paradise Rd  
 Las Vegas, NV 89109

**CANNOT BE DELIVERED BEFORE NOVEMBER 12, 2018**

**SHIPPING INFORMATION**

**Items to be shipped**

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

Size of largest piece: (H) \_\_\_\_\_ (W) \_\_\_\_\_ (L) \_\_\_\_\_

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

**OUTBOUND SHIPPING**

- I would like to schedule my international outbound shipping with Freeman Exhibit Transportation. Please provide me with a SLI/Commercial Invoice for my shipping instructions and signature. (If you secure your inbound and outbound shipping needs in advance through Freeman Exhibit Transportation, you will receive the SLI/Commercial Invoice for your completion prior to the show move-in date.) Please complete the following information **if different from pick up address:**

Ship to address:

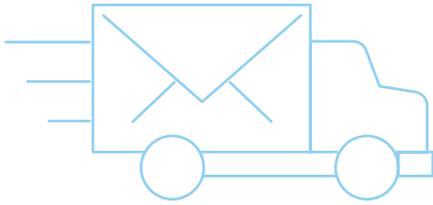
\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Number of Labels: \_\_\_\_\_

SEND COMPLETED FORM VIA:  
 E-mail: [international.freight@freeman.com](mailto:international.freight@freeman.com)  
 or  
 Fax: (469) 621-5810

**AN INTERNATIONAL TRANSPORTATION EXPERT WILL CONTACT YOU TO CONFIRM RECEIPT OF YOUR SHIPMENT REQUEST AND FINALIZE DETAILS**

SHOW # \_\_\_\_\_ **467352** \_\_\_\_\_



# TRANSPORTATION SERVICE, FULLY LOADED.

Our convenient, affordable package puts productivity in overdrive.

Turn to Freeman for one-stop transportation services. Our all-inclusive round trip standard ground shipping and material handling package means transporting materials to any exhibit location has never been easier or more affordable. Plus, Freeman works directly with you and show site decision makers to streamline the process, so it's faster than ever to get on the road to success.

## The Freeman Exhibit Transportation promise:

- ALL-INCLUSIVE PRICING WITH NO ADDITIONAL FEES FOR PICKUPS AND DELIVERIES, INCLUDING WEEKEND AND NIGHT SERVICE
- PICK-UP AND TRANSPORTATION FROM POINT OF ORIGIN TO YOUR CHOICE OF EITHER ADVANCE WAREHOUSE OR SHOW SITE
- ON-SITE TRANSPORTATION EXPERTS ARE AVAILABLE BEFORE, DURING AND AFTER THE SHOW
- RELIABLE CUSTOMER SERVICE SEVEN DAYS A WEEK, OFFERING COMPLETE SHIPMENT VISIBILITY AND EXPERT SUPERVISION
- PRE-PRINTED SHIPPING LABELS AND OUTBOUND PAPERWORK

## Benefits:

- TURNKEY PRICING ENSURES PRECISE BUDGETING
- NO ADDITIONAL HANDLING, PICK-UP OR DELIVERY FEES
- NO ADDITIONAL FUEL SURCHARGES OR OVERTIME SURCHARGES
- NO CARRIER WAITING TIME FEES
- EXPERIENCED ON-SITE TRANSPORTATION REPS FROM MOVE-IN THROUGH MOVE-OUT
- LTL (LESS THAN TRUCK LOAD) SHIPPING

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



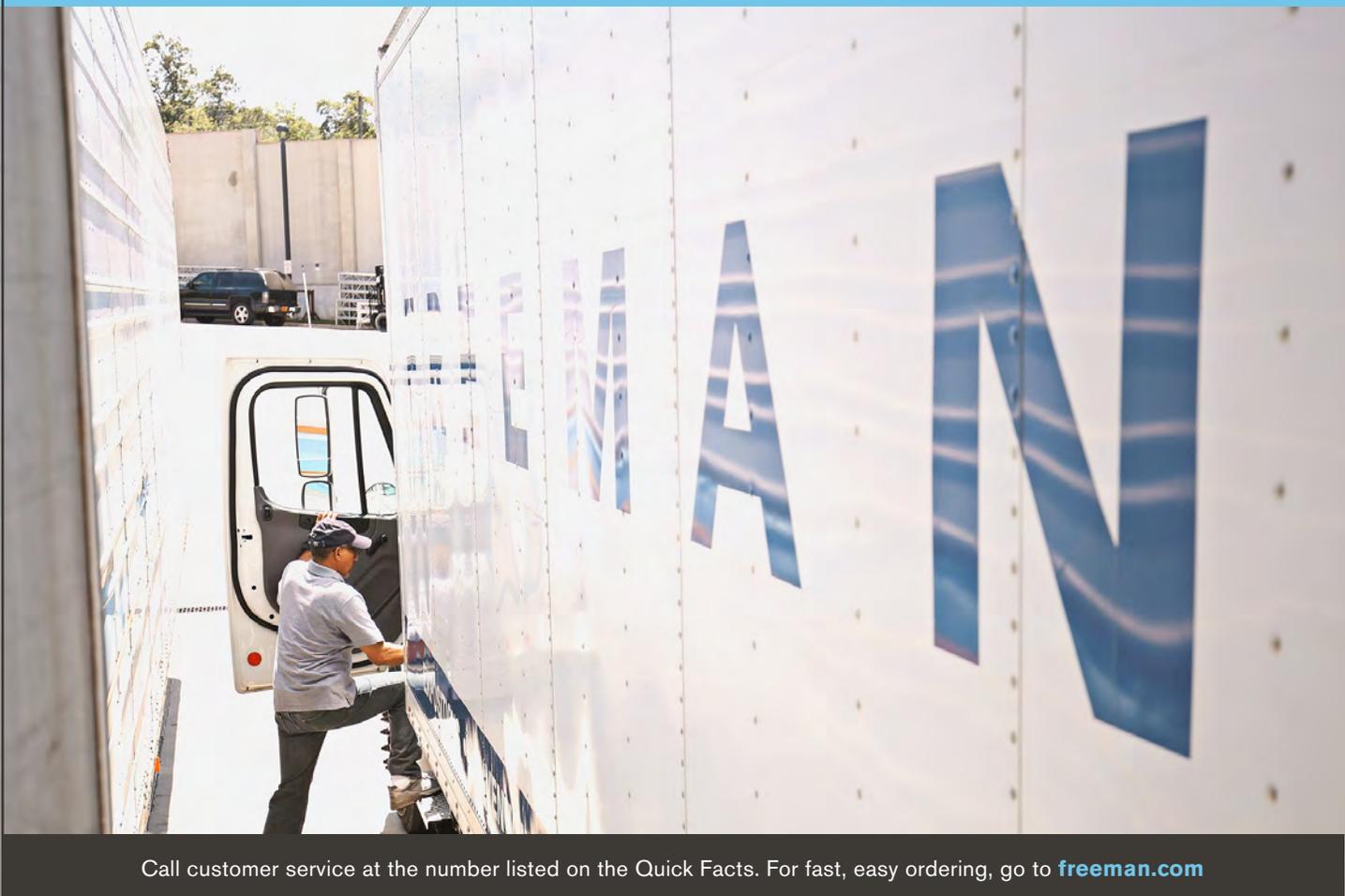
To take advantage, call **1-800-995-3579** or email **[exhibit.transportation@freeman.com](mailto:exhibit.transportation@freeman.com)** for a quote.

# RESULTS, DELIVERED

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With more than 85 years of experience in the events industry, no one understands exhibit transportation better than Freeman. Our transportation services are a seamless extension of the premium products that exhibitors around the world rely on time and time again.

Between our all-inclusive pricing and superior customer service, Freeman Exhibit Transportation is the most reliable, convenient and cost-effective solution available. Our team of experts has the ability to quickly respond to changes when necessary, remaining entirely responsive to all of your show requirements, whenever and wherever they arise.



Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to [freeman.com](http://freeman.com)

## EXHIBIT TRANSPORTATION SERVICES

Freeman works directly with you and show site decision makers to transport your exhibit to any location with ease. Freeman Exhibit Transportation is an EPA Smartway Partner dedicated to supporting efforts and partners that are focused on improving fuel efficiency, and reducing greenhouse gas and air pollution from the transportation supply chain.

### The Freeman Exhibit Transportation promise:

- // ALL-INCLUSIVE PRICING WITH NO ADDITIONAL FEES FOR PICKUPS AND DELIVERIES, INCLUDING WEEKEND AND NIGHT SERVICE
- // ONE CONVENIENT INVOICE ENCOMPASSING ALL FREEMAN SHOW SERVICES
- // ON-SITE TRANSPORTATION EXPERTS ARE AVAILABLE BEFORE, DURING AND AFTER THE SHOW
- // RELIABLE CUSTOMER SERVICE SEVEN DAYS A WEEK, OFFERING COMPLETE SHIPMENT VISIBILITY AND EXPERT SUPERVISION

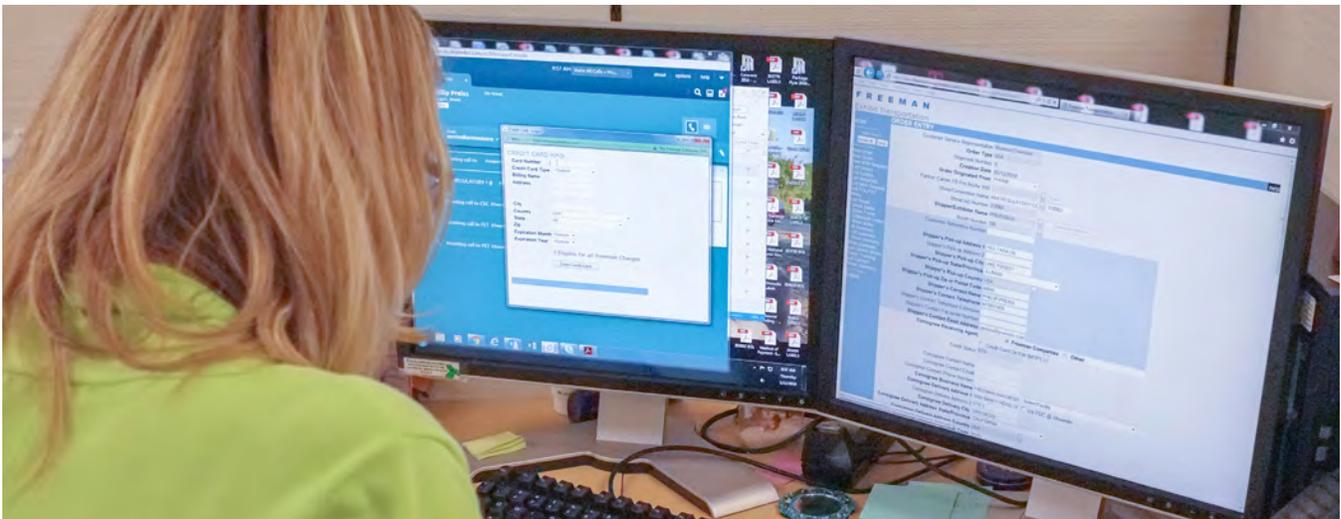
### questions?

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

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

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

**DON'T FORGET ABOUT INBOUND SHIPPING! COMPLETE AND SEND THE ORDER FORM TO ORDER YOUR INBOUND AND OUTBOUND SHIPPING.**



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

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

NAME OF SHOW: **MJBizCon Fall 2018 / November 14-16, 2018**

COMPANY NAME: \_\_\_\_\_ BOOTH #: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_ PHONE #: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

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

**For fast, easy ordering, go to [www.freeman.com](http://www.freeman.com)**

## EXHIBIT TRANSPORTATION

### TIPS FOR EASY ORDERING

- Credit card information must be on file prior to pick up, as charges will be included on your show services invoice.
- International Exhibitors remember - Shipments originating from countries other than the U.S. must be cleared through customs. Please call for additional information:  
**(800) 995-3579 Toll Free US & Canada or  
(817) 607-5183 Local & International**

COMPLETE THE FOLLOWING ITEMS ON THIS FORM:

### PICK UP INFORMATION:

Requested Pick Up Date: \_\_\_\_\_

SHIPPER NAME: \_\_\_\_\_

SHIPPER ADDRESS: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
( City) (State) (Zip)

### DESTINATION

- I will be shipping to the **WAREHOUSE**  
**FREEMAN/Exhibiting Company Name**  
Hold for: **MJBizCon Fall 2018 - Booth #** \_\_\_\_\_  
6675 W Sunset Rd  
Las Vegas, NV 89118

### MUST BE DELIVERED BY NOVEMBER 6, 2018

- I will be shipping to **SHOW SITE**  
**FREEMAN/Exhibiting Company Name**  
**MJBizCon Fall 2018 - Booth #** \_\_\_\_\_  
c/o FREEMAN  
Las Vegas Convention Center  
3150 Paradise Rd  
Las Vegas, NV 89109

### CANNOT BE DELIVERED BEFORE NOVEMBER 12, 2018

### TYPE OF SERVICE - Choose One

- 1 Day: Delivery next business day (before 5:00 p.m.)  
 2 Day: Delivery by 5:00 p.m. second business day  
 Deferred: Delivery within 3-4 business days  
 Declared Value (\$20,000 maximum) \$ \_\_\_\_\_

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

- Standard Ground: Dependent on distance  
 Expedited Ground: Tailored to specific requirement  
 Specialized: Pad Wrapped, uncrated or truckload

### SHIPPING INFORMATION

#### Items to be shipped

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

Size of largest piece: (H) \_\_\_\_\_ (W) \_\_\_\_\_ (L) \_\_\_\_\_

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

### OUTBOUND SHIPPING

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

Ship to address:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Number of Labels: \_\_\_\_\_

SEND COMPLETED FORM VIA:  
E-mail: [exhibit.transportation@freeman.com](mailto:exhibit.transportation@freeman.com)  
or  
Fax: (469) 621-5810

**A TRANSPORTATION EXPERT WILL CONTACT YOU TO CONFIRM RECEIPT OF YOUR ORDER AND FINALIZE DETAILS**

SHOW # \_\_\_\_\_ **467352**

# WHAT ARE FREIGHT SERVICES?

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

## HOW DO I SHIP TO THE WAREHOUSE?

- We will accept freight beginning 30 days prior to show move-in.
- To check on your freight arrival, call Exhibitor Services at the location listed on the Quick Facts.
- To ensure timely arrival of your materials at show site, freight should arrive by the deadline date listed on the Quick Facts. Your freight will still be received after the deadline date, but additional charges will be incurred.
- The warehouse will receive shipments Monday through Friday, except holidays. Refer to the Quick Facts for warehouse hours. No appointment is necessary.
- The warehouse will accept crates, cartons, skids, trunks/cases and carpets/pads. Loose or pad-wrapped material must be sent directly to show site.
- All shipments must have a bill of lading or delivery slip indicating the number of pieces, type of merchandise and weight.
- Shipments received without receipts or freight bills, such as Federal Express and UPS, will be delivered to the booth without guarantee of piece count or condition.
- Certified weight tickets must accompany all shipments.
- Warehouse freight will be delivered to the booth prior to exhibitor set up.

## HOW DO I SHIP TO SHOW SITE?

- Freight will be accepted only during exhibitor move-in. Please refer to the Quick Facts for the specific exhibitor move-in dates and times.
- All shipments must have a bill of lading or delivery slip indicating the number of pieces, type of merchandise and weight.
- Shipments received without receipts or freight bills, such as Federal Express and UPS, will be delivered to the booth without guarantee of piece count or condition.
- Certified weight tickets must accompany all shipments.

## WHAT ABOUT PREPAID OR COLLECT SHIPPING CHARGES?

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

## HOW SHOULD I LABEL MY FREIGHT?

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

## HOW DO I ESTIMATE MY MATERIAL HANDLING CHARGES?

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

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

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

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

**Carpet and/or Pad Only:** shipments that consist of loose carpet and/or padding only require additional labor and equipment to unload.

- All inbound and outbound shipments are subject to overtime charges if the shipments are received, loaded or unloaded during the overtime hours specified on the Material Handling Order Form. This includes both warehouse and show site shipments.
- Add any late delivery or off-target charges listed on the Material Handling Order Form if the freight will be received after the deadlines listed on the Quick Facts.
- The above services, whether used completely or in part, are offered as a package and the charges will be based on the total inbound weight of the shipment.

## WHAT HAPPENS TO MY EMPTY CONTAINERS DURING THE SHOW?

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

## HOW DO I PROTECT MY MATERIALS AFTER THEY ARE DELIVERED TO THE SHOW OR BEFORE THEY ARE PICKED UP AFTER THE SHOW?

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

## HOW DO I SHIP MY MATERIALS AFTER THE CLOSE OF THE SHOW?

- Each shipment must have a completed Material Handling Agreement in order to ship materials from the show. All pieces must be labeled individually.
- To save time, complete and submit the Outbound Shipping Form in advance, or you may contact the Freeman Service Center at show site for your shipping documents.
- Once we receive your outbound shipping information we will create your Material Handling Agreement and shipping labels. If the shipping information is provided in advance, the Material Handling Agreement will be delivered to your booth with your invoice. Otherwise the Material Handling Agreement and labels will be available for pick up at the Freeman Service Center.

- After materials are packed, labeled, and ready to be shipped, the completed Material Handling Agreement must be turned in at the Freeman Service Center.
- Call your designated carrier with pick-up information. Please refer to the Quick Facts for specific dates, times and address for pick up. In the event your selected carrier fails to show by the final move-out day, your shipment will either be rerouted on Freeman’s carrier choice or delivered back to the warehouse at the exhibitor’s expense.
- For your convenience, approved show carriers will be on site to book outbound transportation if you have not made arrangements in advance.

## WHERE DO I GET A FORKLIFT?

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

## DO I NEED INSURANCE?

- Be sure your materials are insured from the time they leave your firm until they are returned after the show. It is suggested that exhibitors arrange all-risk coverage. This can be done by riders to your existing policies.
- All materials handled by Freeman are subject to the Terms and Conditions, which can be found in the exhibit service manual or online at [www.freeman.com](http://www.freeman.com).

## OTHER AVAILABLE FREIGHT SERVICES

(may not be available in all locations)

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

INCLUDE THE FREEMAN METHOD OF  
PAYMENT FORM WITH YOUR ORDERNAME OF SHOW: **MJBizCon Fall 2018 / November 14-16, 2018**

COMPANY NAME:

BOOTH #:

CONTACT NAME:

PHONE #:

E-MAIL ADDRESS:

For Assistance, please call 702-579-1700 to speak with one of our experts.

**HOSTED FREIGHT PACKAGE**

The MJBizCon Fall 2018 show will be sponsoring a Hosted Freight Package for all advance shipments to the warehouse and direct shipments to show site. The Hosted Freight Package has been designed to eliminate any service charges to participating exhibitors such as overtime, special handling, etc. The Hosted Freight Package will ONLY apply if shipments are received at the advance warehouse before the November 6th deadline, or during the direct shipment dates listed below.

**WAREHOUSE SHIPMENTS:** October 15 - November 6, 2018

**DIRECT SHIPMENTS:** November 12, 2018 from 8:00 a.m. to 6:00 p.m. Booths 600 sqft & larger only  
November 12, 2018 from 10:00 a.m. to 6:00 p.m. Booths 400 sqft & larger only  
November 12, 2018 from 1:00 p.m. to 6:00 p.m. All exhibitors

November 13, 2018 from 8:00 a.m. to 6:00 p.m.

**WAREHOUSE HOURS:** 8:00 a.m. to 3:30 p.m. Monday through Friday, Holidays excluded.

Description	Price Per CWT
-------------	---------------

**RATE CLASSIFICATIONS:**

Warehouse Shipment received from October 15 - November 6, 2018 ..... No Charge

Direct Shipment received during published move-in dates and times ..... No Charge

**ADDITIONAL SURCHARGES:****Shipment Delivered after Deadline Date (in addition to above rates - 100 lb minimum)**

Warehouse Shipment after NOVEMBER 6, 2018.....	\$ 26.75
Show Site Shipment after NOVEMBER 13, 2018.....	\$ 25.50

**Any single item over 3,000 lbs. will be subject to additional equipment and labor charges. These charges are the responsibility of the exhibitor.**

**Please contact our Exhibitor Services Department with any questions at (702) 579-1700 or FreemanLasVegasES@freeman.com with any questions.**

INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **MJBizCon Fall 2018 / November 14-16, 2018**

COMPANY NAME:

BOOTH #:

CONTACT NAME:

PHONE #:

E-MAIL ADDRESS:

For Assistance, please call 702-579-1700 to speak with one of our experts.

## CART SERVICE

**FREEMAN** will provide Cart Service for your event. **CART SERVICE** is a feature for Privately Owned Vehicles (POVs) that meet the requirements below.

### DEFINITION OF PRIVATELY OWNED VEHICLE:

Privately Owned Vehicles are defined as cars, pick-up trucks, vans and other trucks primarily designed for passenger use, not cargo or freight. Vehicles that do not qualify for this service, or that have material that requires mechanical assistance to unload, will be directed to the Freeman Marshalling Yard.

Workers equipped with a flat cart will assist Exhibitors with unloading. Each cart will handle a load approximately 3' wide x 4' long x 3' high. For safety reasons, it will be the judgment of the Freight supervisor if the load can go higher than 3 feet. Cart Service includes storage of cardboard/product boxes at no additional charge. Empty stickers for your cartons and cases will be provided for this service.

### RATES:

This service is provided at no charge if received during dates and times listed below.

### DIRECTIONS:

- To receive this service, proceed directly to the Las Vegas Convention Center and check in at the designated POV Check-In area (see map). There will be signage posted to direct you.
- Two people must be with the vehicle - one to accompany the product to the booth and one to remove the vehicle from the area.
- The determination of Cart Service versus Material Handling will be made at the discretion of Freeman management. Any disputes will be handled at the time of unloading.

### AVAILABILITY:

Please proceed to the POV Check-In area (see map) for staging, checking in, processing paperwork and determining if vehicles are qualified for Cart Service. **Please note:** We anticipate that during peak periods, wait time can exceed 2-3 hours. Cart Service will be available on the following dates and times:

#### Move-In

Monday	November 12, 2018	8:00 a.m. - 6:00 p.m.	Booths 600 sqft & larger only
Monday	November 12, 2018	10:00 a.m. - 6:00 p.m.	Booths 400 sqft & larger only
Monday	November 12, 2018	1:00 p.m. - 6:00 p.m.	All exhibitors
Tuesday	November 13, 2018	8:00 a.m. - 6:00 p.m.	

#### MoveOut

Friday	November 16, 2018	4:00 p.m. - 11:59 p.m. *
Saturday	November 17, 2018	8:00 a.m. - 12:00 p.m.

\* Please visit the Freeman Service Desk to complete and/or submit an Outbound Material Handling Agreement.

### VEHICLES THAT QUALIFY:



Sedan



SUV



Pickup



Van

### VEHICLES THAT DO NOT QUALIFY:



Trailer



Commercial Van



Rentals

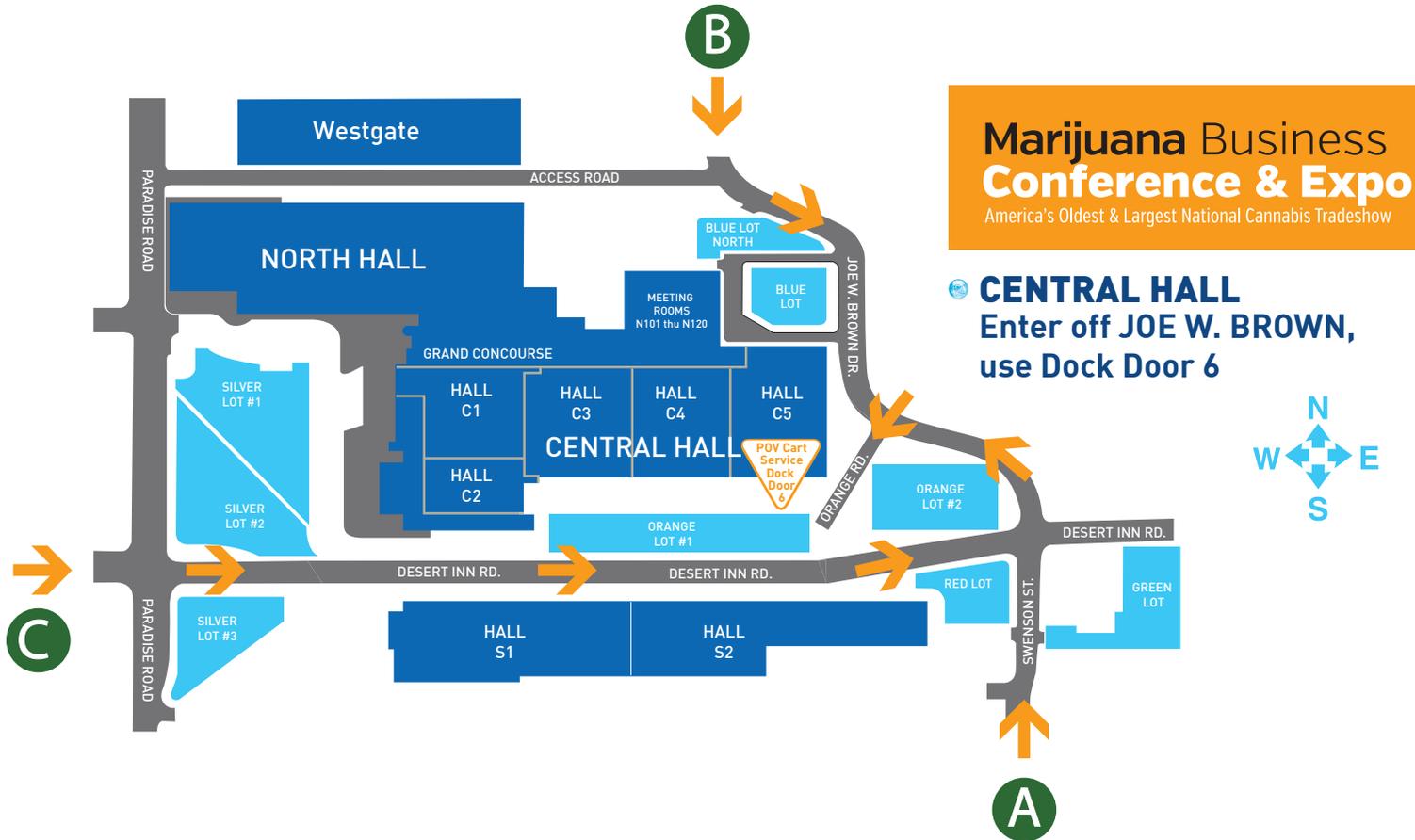


Bobtail



Stakebed

# Las Vegas Convention Center Central Hall POV / Cartload Location Map



- A** Driving from I-15 heading North  
Exit on Flamingo heading East  
Turn left on Swenson St. ( Swenson becomes Joe W. brown after Desert Inn Rd.)  
Turn left on Orange Road (first left after Desert Inn Road)  
Proceed to Dock Door #6
- B** Driving from I-15 heading South  
Exit on Sahara heading East  
Turn right on Joe W. Brown.  
Turn right on Orange Road  
Proceed to Dock Door #6
- C** Driving from West Las Vegas.  
Take Desert Inn heading East  
Turn left on Joe W. Brown  
Turn left on Orange Road (first left after Desert Inn Road)

**FREEMAN CART SERVICE IS A FEATURE FOR PRIVATELY OWNED VEHICLES (POV) WHICH MEET THE REQUIREMENTS FOUND ON THE FREEMAN CART SERVICE FORM IN THE EXHIBITOR SERVICES MANUAL.**

**MAP IS SUBJECT TO CHANGE.**

**ADVANCE WAREHOUSE**  
**6675 West Sunset Road**  
**Las Vegas, NV 89118**

**Hours of Operation:**

Warehouse hours are Monday through Friday from 8:00 a.m. to 3:30 p.m., Holidays excluded.

**Directions:**

**From I-15 Northbound or Southbound**

Exit 1-215 West  
Exit Jones Boulevard (stay in center lanes)  
Cross over Jones Blvd staying to the right  
Continue on Raphael Rivera Way  
Freeman will be on right

**From US-93 / I-515 Northbound**

Exit I-215 West  
Exit Jones Boulevard (stay in center lanes)  
Cross over Jones Blvd staying to the right  
Continue on Raphael Rivera Way  
Freeman will be on right



**MARSHALLING YARD**  
**6555 West Serene Avenue**  
**Las Vegas, NV 89139**

*This location does not accept deliveries.  
This location is only for the staging of trucks delivering to show site facilities.*

**Please note:**

- All delivering carriers must check in at the Marshalling Yard prior to delivering to the facility.
- Please be advised that certified weight tickets are required when checking into the Marshalling Yard. For your convenience, Freeman has available a full-size certified scale at the Marshalling Yard. If your driver has valid certified weight tickets, Freeman will accept these tickets and your driver will not have to scale at the Freeman Marshalling Yard.
- All carriers will be assigned an unloading number according to driver check-in time.

**Directions:**

From I-15 Northbound

Exit NV160 W/Blue Diamond Rd  
Left onto Blue Diamond Rd  
West on Blue Diamond Rd  
(approximately 4 miles)  
Left on S Torrey Pines Dr  
From stop sign at Serene, go straight  
Marshalling Yard is directly ahead

From I-15 Southbound

Exit NV160 W/Blue Diamond Rd  
West on Blue Diamond Rd  
(approximately 4 miles)  
Left on S Torrey Pines Dr  
From stop sign at Serene, go straight  
Marshalling Yard is directly ahead

From US-93 / I-515 Northbound

Exit I-215 West  
Exit I-15 South  
Merge on NV160 W/Blue Diamond  
West on Blue Diamond Rd  
(approximately 4 miles)  
Left on S Torrey Pines Dr  
From stop sign at Serene, go straight  
Marshalling Yard is directly ahead



INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **MJBizCon Fall 2018 / November 14-16, 2018**

COMPANY NAME: \_\_\_\_\_ BOOTH #: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_ PHONE #: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

For Assistance, please call 702-579-1700 to speak with one of our experts.

**ACCESSIBLE STORAGE**

Accessible storage service is available at show site for exhibitors to easily access their product samples and literature during show days only. All arrangements for accessible storage must be placed on-site at the Freeman Service Center.

The charge for accessible storage consists of a daily storage charge, plus labor to place in and remove materials from storage. There will be a per day charge for partial usage or a per day charge for full trailer usage, as follows:

- Partial Trailer Usage..... \$101.75 per day
- Exclusive Trailer Usage..... \$405.75 per day

Please note: The minimum order for accessible storage is equal to the number of show days of the tradeshow.

When you are ready for your stored materials to be delivered to and/or from your booth, please notify the Freeman personnel at the Service Center. Labor to deliver your materials to and from your booth will be charged at the following rates:

- Straight Time (per hour - 1/2 hour minimum) ..... \$214.50
- Overtime (per hour - 1/2 hour minimum)..... \$337.00

**Straight Time:** 8:00 am to 5:00 pm Monday through Friday  
**Overtime:** 5:00 pm to 8:00 am Monday through Friday, all day Saturday, Sunday and Holidays

**DAILY ACCESSIBLE STORAGE CHARGES**

To estimate daily storage charges, use the following equation:

Number of Show Days \_\_\_\_\_ x Daily Storage Charge \_\_\_\_\_ = Daily Storage Fee \$ \_\_\_\_\_

**ACCESSIBLE STORAGE LABOR CHARGES**

To estimate accessible storage labor charges, use the following equations:

Labor to place into storage: \_\_\_\_\_ x \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
Quantity Rate per 1/2 hour Estimated Total

Labor to remove from storage: \_\_\_\_\_ x \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
Quantity Rate per 1/2 hour Estimated Total

Labor to return remaining product at close of show: \_\_\_\_\_ x \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
Quantity Rate per 1/2 hour Estimated Total

**Total Estimated Labor Charges..... \$ \_\_\_\_\_**

**PLEASE VISIT THE FREEMAN SERVICE CENTER AT SHOW SITE WHEN YOU ARE READY TO PLACE MATERIALS INTO ACCESSIBLE STORAGE.**

All orders are governed by Freeman's Terms & Conditions.

# FREEMAN

6555 West Sunset Road  
 Las Vegas, NV 89118  
 (702) 579-1802 • Fax: (702) 579-0458  
**ATTN: FREIGHT DEPARTMENT**

**PLEASE NOTE:** This service is for freight received prior to the published date that advanced warehouse receiving will begin or if the freight will be held for another event after the close of your current show.



INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER

OWNER OF MATERIALS			
COMPANY NAME:			
ADDRESS:			
CITY:	STATE:	ZIP:	
CONTACT NAME:	PHONE #:		
E-MAIL ADDRESS:	FAX #:		

HOLD FOR			
SHOW:	FACILITY:		
COMPANY NAME:	BOOTH #:		
ADDRESS:			
CITY:	STATE:	ZIP:	
COMMENTS:			

INVOICE TO			
COMPANY NAME:			
ADDRESS:			
CITY:	STATE:	ZIP:	
CONTACT NAME:	PHONE #:		
E-MAIL ADDRESS:	FAX #:		

DESCRIPTION OF MATERIALS TO BE STORED			
NUMBER OF PIECES	DESCRIPTION OF MATERIALS TO BE STORED	WEIGHT	CUBIC FOOTAGE
	CRATES (WOODEN)		
	CARTONS (CARDBOARD)		
	TRUNKS, CASES (FIBER) COLOR: _____		
	SKIDS / PALLETS		
	CARPETS / PADS		
	<b>TOTALS</b>		

RATES AND CHARGES			
DESCRIPTION OF CHARGE	RATE (FORMULA)	MINIMUM CHARGE	TOTAL
Short Term Storage (90 days or less)	\$8.25 per cwt ( ____cwt @ 8.25 per cwt)	\$82.50 per month	\$
Long Term Storage - Stackable (over 90 days)	\$0.32 per cu ft ( ____cu ft @ 0.32 per cu ft)	\$80.00 per month	\$
Long Term Storage - Non-Stackable (over 90 days)	\$0.36 per cu ft ( ____cu ft @ 0.36 per cu ft)	\$90.00 per month	\$
Handling Rate (in or out)	\$7.00 per cwt ( ____cwt @ 7.00 per cwt)	\$70.00 each way	\$
Returned Shipments	\$17.75 per cwt ( ____cwt @ 17.75 per cwt)	\$177.50	\$
Transportation Charges (2 hour minimum)	\$200.25 per hr ST ( ____hrs @ 200.25 per hr ST)	\$400.50	\$
<b>TOTAL</b>			<b>\$</b>

**PLEASE COMPLETE THE ACCEPTANCE OF TERMS  
ON THE REVERSE SIDE.**

**FREEMAN storage agreement**

NAME OF SHOW: **MJBizCon Fall 2018 / November 14-16, 2018**

COMPANY NAME: \_\_\_\_\_

BOOTH #: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_

PHONE #: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

**PAYMENT TERMS:** All accounts must have a valid credit card on file. Storage will be billed on a monthly basis and charges will be placed in full on such credit card at the time of invoicing. Prior arrangements must be made in writing to have invoices billed with a (30) day net and if such payment is not received within (30) days from the invoice date, the full payment will be applied to the credit card on file. Rates are subject to change with (30) days notice to Client. All charges due Freeman for all services must be paid in full prior to the release of materials from storage. Effective 30 days after invoice date, any unpaid balance will bear a FINANCE CHARGE at the lesser of the maximum rate allowed by applicable law, or 1.5% per month, which is an ANNUAL PERCENTAGE RATE of 18%. If any finance charge hereunder exceeds the maximum rate allowed by applicable law, the finance charge shall automatically be reduced to the maximum rate allowed, and any excess finance charge received by Freeman shall be either applied to reduce the principal unpaid balance or refunded to the payer. If Client's account remains in default for (60) days after the date of the invoice, goods may be subject to sale as outlined in this Agreement. In the event of any dispute between the Client and Freeman relative to any loss, damage, or claim, Client shall not be entitled to and shall not withhold payment, or any partial payment, due to Freeman for its services, as an offset against the amount of any alleged loss or damage. Any claim against Freeman shall be considered a separate transaction, and shall be resolved on its own merits.

**TERMS AND CONDITIONS:** All goods scheduled in this Agreement are received and accepted by Freeman on Client's express representation that it is lawfully authorized to store the goods. FREEMAN WILL NOT ACCEPT FOR STORAGE, NOR BE LIABLE FOR, ANY OF THE FOLLOWING: DOCUMENTS, CURRENCY, MONEY, JEWELRY, WATCHES, PRECIOUS STONES, ART WORK, ANTIQUES, FURS, OR OTHER ARTICLES OF EXTRAORDINARY VALUE; NOR WILL WE ACCEPT ANY PERISHABLE ITEMS, LIQUID, ILLEGAL SUBSTANCES, OR ANY HAZARDOUS MATERIALS OR WASTE AS DEFINED BY 49 CFR 173. Client agrees to defend and indemnify Freeman from and against any and all claims, demands, judgments, and costs (including reasonable attorneys' fees) arising out of or relating to the ownership or title to goods stored, or arising from the storage of any of the above prohibited items in violation of this Agreement. Freeman is expressly given an additional lien on the goods stored by Client for all such costs, expenses, and attorney fees. Freeman shall have a lien on any and all property deposited with it at any time. All goods deposited on which storage or other charges including handling charges are not paid when due may be sold at public or private sale to pay such accrued charges, together with expenses of the sale, after notice to Client or other interested persons of the manner, time, and place of the sale and the amount of the accrued charges as may be required by law. Freeman shall only be liable for any loss or injury to the goods caused by its failure to exercise such care as a reasonable, careful owner of similar goods would exercise, subject to the limitation on damages. Freeman does not represent or warrant that its buildings or the contents of such buildings cannot be destroyed by fire. Freeman shall not be required to maintain a sprinkler or alarm system, security guard or other preventative / security devices, and its failure to do so shall not constitute negligence. **FREEMAN IS NOT RESPONSIBLE TO CLIENT, ITS PRINCIPAL OR INSURER FOR, AND CLIENT RELEASES FREEMAN FROM, ANY LOSS OR DAMAGE TO GOODS CAUSED BY FIRE, INSECTS, RODENTS, RUST, NORMAL WEAR AND TEAR, LEAKAGE, MOISTURE, CHANGES IN TEMPERATURE, STRIKES, ACT OF GOD, DETERIORATION BY TIME, OR MARRING AND/OR SCRATCHING (INCLUDING WITHOUT LIMITATION ANY SUCH DAMAGE CAUSED BY FREEMAN'S NEGLIGENCE); FOR ANY LOSS OR DAMAGE TO FRAGILE ARTICLES (INCLUDING WITHOUT LIMITATION ANY SUCH DAMAGE CAUSED BY FREEMAN'S NEGLIGENCE); FOR ANY LOSS OR DAMAGE TO THE CONTENTS OF ANY CONTAINER (INCLUDING WITHOUT LIMITATION ANY SUCH DAMAGE CAUSED BY FREEMAN'S NEGLIGENCE) UNLESS ITS CONTENTS ARE MADE KNOWN TO FREEMAN AND SPECIFICALLY ITEMIZED IN A RIDER ATTACHED TO THIS AGREEMENT; OR FOR ANY LOSS OR DAMAGE FROM CAUSES BEYOND FREEMAN'S CONTROL. FREEMAN SHALL NOT BE RESPONSIBLE FOR THE MECHANICAL FUNCTIONS OF INSTRUMENTS, APPLIANCES OR MACHINERY. FREEMAN'S FAILURE TO DELIVER GOODS TO ANY PERSON ENTITLED TO THEM SHALL NOT CONSTITUTE CONVERSION OF GOODS OR SUBJECT FREEMAN TO ANY LIABILITY WHATSOEVER WHEN THE NON-DELIVERY RESULTS FROM CAUSES ARISING FROM STRIKES, LOCKOUTS, WORK STOPPAGES OR RESTRAINTS OF LABOR.** It is the responsibility of the client to obtain the appropriate insurance coverage. Goods are not insured by Freeman nor do storage rates include insurance. All terms of this Agreement, including without limitation, monthly rental, conditions of occupancy and charges are subject to change upon thirty (30) days prior written notice. If changed, the Client may terminate this agreement on the effective date of the change by giving Freeman ten (10) days prior written notice to terminate. If the client does not give such notice, the change shall become effective and apply to the Client's occupancy. Either party reserves the right to terminate the storage of the goods at any time by giving to the other party thirty (30) days written notice of its intention to do so. Unless Client removes such goods within that period, Freeman shall have the right to deliver such goods to Client at the address on file at Client's expense. It shall be the duty of the Client to furnish to Freeman notification, in writing, to Client's address provided herein of any change of address or phone number. This Agreement and any action arising between the parties shall be construed under and in accordance with the laws of Nevada.

**ACCEPTANCE:** I have read, understood and agree to be bound by the Terms and Conditions on both sides of this document, and further, that I have the authority to sign this on behalf of the owner of the goods/materials being stored.

**SIGNATURE OF DEPOSITOR:** \_\_\_\_\_

**SIGNATURE OF FREEMAN REPRESENTATIVE:** \_\_\_\_\_

FREEMAN storage agreement



OUTBOUND MATERIAL HANDLING AND SHIPPING LABELS

6555 West Sunset Rd  
Las Vegas, NV 89118  
(702) 579-1700 Fax: (469) 621-5604

NAME OF SHOW: **MJBizCon Fall 2018 / November 14-16, 2018**

COMPANY NAME: \_\_\_\_\_ BOOTH #: \_\_\_\_\_ BOOTH SIZE: \_\_\_\_\_ X \_\_\_\_\_

CONTACT NAME : \_\_\_\_\_ PHONE #: \_\_\_\_\_

E-MAIL ADDRESS : \_\_\_\_\_

For Assistance, please call (702) 579-1700 to speak with one of our experts.

For fast, easy ordering, go to [www.freeman.com](http://www.freeman.com)

**EVERY OUTBOUND SHIPMENT WILL REQUIRE A MATERIAL HANDLING AGREEMENT AND SHIPPING LABELS. WE WOULD BE HAPPY TO PREPARE THESE FOR YOU AND DELIVER THEM TO YOUR BOOTH PRIOR TO SHOW CLOSE. TO TAKE ADVANTAGE OF THIS SERVICE, PLEASE COMPLETE AND RETURN THIS FORM TO THE FREEMAN SERVICE CENTER.**

**SHIPPING INFORMATION**

SHIP TO: COMPANY NAME: \_\_\_\_\_

DELIVERY ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE/ PROVINCE: \_\_\_\_\_ ZIP/ POSTAL CODE: \_\_\_\_\_

PHONE#: \_\_\_\_\_ ATTN: \_\_\_\_\_

SPECIAL INSTRUCTIONS: \_\_\_\_\_

**BILL TO:**  Same as Ship to:

COMPANY NAME: \_\_\_\_\_

DELIVERY ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE/ PROVINCE: \_\_\_\_\_ ZIP/ POSTAL CODE: \_\_\_\_\_

**METHOD OF SHIPMENT**

**Select a Carrier:**

- Freeman Exhibit Transportation**       **Other Carrier**

No need to schedule your outbound shipment.  
Charges will appear on your Freeman invoice.

Carrier Name: \_\_\_\_\_  
Carrier Phone: \_\_\_\_\_

Freeman will make arrangements for all Freeman Exhibit Transportation shipments.  
Arrangements for pick-up by other carriers is the responsibility of the exhibitor.

**Select a Level of Service:**

- |   |   |
|---|---|
| <input type="checkbox"/> 1 Day: Delivery next business day              | <input type="checkbox"/> Standard Ground                                  |
| <input type="checkbox"/> 2 Day: Delivery by 5:00 PM second business day | <input type="checkbox"/> Specialized: Pad wrapped, uncrated, or truckload |
| <input type="checkbox"/> Deferred: Delivery within 3-5 business days    |   |

**Select Shipment Options (if applicable)**

- |  |   |
|--|---|
| <input type="checkbox"/> Have loading dock | <input type="checkbox"/> Lift gate required |
| <input type="checkbox"/> Inside delivery   | <input type="checkbox"/> Air ride required  |
| <input type="checkbox"/> Pad wrap required | <input type="checkbox"/> Residential        |
| <input type="checkbox"/> Do not stack      |   |

**Select Desired Number of Labels:** \_\_\_\_\_

Once your shipment is packed and ready to be picked up from your booth, please return completed the Material Handling Agreement to the Freeman Service Center. Shipments without a Material Handling Agreement turned in will be returned to our warehouse at exhibitor's expense.

**F R E E M A N**

**R U S H**

**DO NOT DELAY**

**RECEIVING DATE BEGINS: OCTOBER 15, 2018**

**DEADLINE DATE IS: NOVEMBER 06, 2018**

TO: \_\_\_\_\_

*EXHIBITOR NAME*

**C/O: FREEMAN**

**6675 W SUNSET RD**

**LAS VEGAS, NV 89118**

**WAREHOUSE**

EVENT:                   **MJBizCon Fall 2018**                  

BOOTH NO: \_\_\_\_\_ NO. \_\_\_\_\_ OF \_\_\_\_\_ PCS

**F R E E M A N**

**R U S H**

**DO NOT DELAY**

**RECEIVING DATE BEGINS: OCTOBER 15, 2018**

**DEADLINE DATE IS: NOVEMBER 06, 2018**

TO: \_\_\_\_\_

*EXHIBITOR NAME*

**C/O: FREEMAN**

**6675 W SUNSET RD**

**LAS VEGAS, NV 89118**

**WAREHOUSE**

EVENT:                   **MJBizCon Fall 2018**                  

BOOTH NO: \_\_\_\_\_ NO. \_\_\_\_\_ OF \_\_\_\_\_ PCS

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

**F R E E M A N**

**F R E E M A N**

**R U S H**

**R U S H**

**DO NOT DELAY**

**DO NOT DELAY**

**CANNOT DELIVER BEFORE NOVEMBER 12, 2018**

**CANNOT DELIVER BEFORE NOVEMBER 12, 2018**

TO: \_\_\_\_\_  
*EXHIBITOR NAME*

TO: \_\_\_\_\_  
*EXHIBITOR NAME*

**C/O: FREEMAN**  
**LAS VEGAS CONVENTION CENTER**  
**3150 PARADISE RD**  
  
**LAS VEGAS, NV 89109**

**C/O: FREEMAN**  
**LAS VEGAS CONVENTION CENTER**  
**3150 PARADISE RD**  
  
**LAS VEGAS, NV 89109**

**SHOW SITE**

**SHOW SITE**

EVENT:                     *MJBizCon Fall 2018*                    

EVENT:                     *MJBizCon Fall 2018*                    

BOOTH NO: \_\_\_\_\_ NO. \_\_\_\_\_ OF \_\_\_\_\_ PCS

BOOTH NO: \_\_\_\_\_ NO. \_\_\_\_\_ OF \_\_\_\_\_ PCS

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

**F R E E M A N**

**R U S H**

**DO NOT DELAY**

**RECEIVING DATE BEGINS: OCTOBER 15, 2018**

**DEADLINE DATE IS: NOVEMBER 6, 2018**

**TO:** \_\_\_\_\_  
EXHIBITOR NAME

**C/O FREEMAN  
6675 W SUNSET RD  
LAS VEGAS, NV 89118**

**WAREHOUSE  
HANGING SIGN**

**EVENT:** \_\_\_\_\_ *MJBizCon Fall 2018*

**BOOTH NO.** \_\_\_\_\_ **NO. OF PIECES** \_\_\_\_\_

**F R E E M A N**

**R U S H**

**DO NOT DELAY**

**RECEIVING DATE BEGINS: OCTOBER 15, 2018**

**DEADLINE DATE IS: NOVEMBER 6, 2018**

**TO:** \_\_\_\_\_  
EXHIBITOR NAME

**C/O FREEMAN  
6675 W SUNSET RD  
LAS VEGAS, NV 89118**

**WAREHOUSE  
HANGING SIGN**

**EVENT:** \_\_\_\_\_ *MJBizCon Fall 2018*

**BOOTH NO.** \_\_\_\_\_ **NO. OF PIECES** \_\_\_\_\_

INCLUDE THE FREEMAN METHOD OF  
PAYMENT FORM WITH YOUR ORDERNAME OF SHOW: **MJBizCon Fall 2018 / November 14-16, 2018**

COMPANY NAME:

BOOTH #:

CONTACT NAME:

PHONE #:

E-MAIL ADDRESS:

For Assistance, please call 702-579-1700 to speak with one of our experts.

**FREE FURNISHINGS ORDER FORM****Each 10' x 10' booth space is entitled to receive one table and two plastic chairs at no charge if ordered by the deadline date. Please refer to the Furnishings Order Form to order table drape or any additional items. No deviations.****Orders received after the deadline date will be charged at the Standard Price listed on the Furnishings Order Form.****Example:**

If you have one 10' x 10' booth, you may order:

- Two side chairs
- One table
- One wastebasket

If you have two 10' x 10' booths, you may order:

- Four side chairs
- Two tables
- Two wastebaskets

**Number of 10' x 10' Booths:** \_\_\_\_\_

Description	Quantity	Price	Total
4' Black Draped Table with Plastic Top		No Charge	No Charge
6' Black Draped Table with Plastic Top		No Charge	No Charge
Side Chairs (armless - maximum of 2 per booth)		No Charge	No Charge
Wastebasket		No Charge	No Charge

**Please order early. Orders placed at show site cannot be guaranteed immediate delivery.****No substitutions on the booth packages.**

# FURNISH FORWARD

---

Freeman sets the stage for success with temporary furnishings that make lasting impressions. With high-quality furniture in shapes and styles that suit your budget and design needs, Freeman always provides an ideal solution for your exhibit.

- Sleek and professional furniture products transform your exhibit into a destination
- Extensive selection of seating, surfaces, and display fixtures provides a completely custom and comprehensive approach to your brand experience
- No assembly required. Hassle-free shipment, setup, and tear down allow your exhibitors to focus on what matters: new business
- Prices are all-inclusive and cover delivery, installation and material handling with no hidden fees



# SUPERIOR SEATING

---

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

## ITEMS PICTURED BELOW

Swanson Swivel Chair | 810875 | **Page 12**

Silverado Cocktail Table | 82014 | **Page 21**

Powered Locking Pedestal, 42" | 85063 | **Page 31**



SEATING

Naples



**CHAIR** *SELECT*  
black vinyl **810119**

36"L 30"D 33"H  
⊕ Powered options available



**LOVESEAT** *SELECT*  
black vinyl **830120**

62"L 30"D 33"H  
⊕ Powered options available



**SOFA** *SELECT*  
black vinyl **830119**

87"L 30"D 33"H  
⊕ Powered options available

Munich



**CORNER CHAIR** *SELECT*  
gray **810150**

26"L 27"D 28.5"H



**ARMLESS CHAIR** *SELECT*  
gray **810151**

22.5"L 27"D 28.5"H



**ARMLESS LOVESEAT** *SELECT*  
gray **830200**

45"L 27"D 28.5"H



**SECTIONAL - 3 PIECE** *SELECT*  
gray **830201**

93.5"L 27"D 28.5"H

Baja

**CHAIR** *SELECT*  
white vinyl **81050**

36"L 30.5"D 28"H

**LOVESEAT** *SELECT*  
white vinyl **83020**

61"L 30.5"D 28"H



⊕ See pages 30 and 31 for all Powered options.

\*Electrical power must be ordered separately

## SEATING

### South Beach

**SOFA** *SELECT*  
platinum suede **8301**

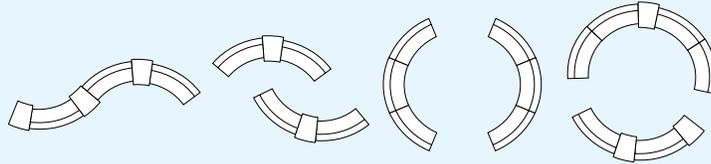
69"L 29"D 33"H

**OTTOMAN** *SELECT*  
platinum suede **8151**

25"L 31"D 18"H



possible configurations



### Key Largo



**LOVESEAT** *SELECT*  
black fabric **830950**

57"L 35"D 34"H



**SOFA** *SELECT*  
black fabric **830951**

79"L 35"D 34"H



**CHAIR** *SELECT*  
black fabric **810950**

35"L 35"D 34"H

### Allegro

**CHAIR** *SELECT*  
blue fabric **81019**

36"L 34.5"D 30"H

**SOFA** *SELECT*  
blue fabric **83015**

73"L 34.5"D 30"H



SEATING

Fairfax

**CHAIR** *SELECT*  
white vinyl/brushed metal **810949**  
27"L 26"D 30"H



**SOFA** *SELECT*  
white vinyl/brushed metal **830949**  
62"L 26"D 30"H



Hopi

**CHAIR** *SELECT*  
gray linen **810140**  
21"L 25"D 34"H



**LOVESEAT** *SELECT*  
gray linen **830150**  
48"L 25"D 34"H



Tangiers

**CHAIR** *SELECT*  
ivory/cream/beige fabric **810118**  
34"L 37"D 36"H



**LOVESEAT** *SELECT*  
ivory/cream/beige fabric **830220**  
57.5"L 37"D 37"H



**SOFA** *SELECT*  
ivory/cream/beige fabric **830118**  
78"L 37"D 36"H



## CASUAL SEATING

Look no further for a great variety of **informal, modern seating options**. Here you will find chairs, sofas, stools, ottomans – even sophisticated bar sets – that turn exhibits into destinations.

### OTTOMANS

#### ENDLESS SQUARE OTTOMAN **SELECT**

white vinyl **815122**

black vinyl **815123**

34"L 34"D 15"H



#### ENDLESS CURVE OTTOMAN **SELECT**

white vinyl **815953**

black vinyl **815952**

60.5"L 37.5"D 15"H



### ITEMS PICTURED BELOW

Roma Sofa, Powered | 83017 | **Page 30**

Regis Bench/Table | 82074 | **Page 23**

Swanson Swivel Chair | 810875 | **Page 12**

Regis End Table | 82075 | **Page 23**



OTTOMANS

**HALF BENCH OTTOMAN** *SELECT*  
white vinyl 815119

39"L 23"D 18"H



**VIBE CUBE OTTOMAN** *SELECT*

blue vinyl 81518  
red vinyl 81519  
orange vinyl 81525  
pink vinyl 81520  
yellow vinyl 81517  
black vinyl 81530  
white vinyl 81531  
steel blue vinyl 81532  
silver vinyl 81533  
purple vinyl 81534

18"L 18"D 18"H



**MARCHE SWIVEL OTTOMAN** *SELECT*

gray fabric 815151  
red fabric 815154  
blue fabric 815159  
linen fabric 815152  
meadow green fabric 815157  
pear yellow fabric 815158  
plum fabric 815156  
raspberry fabric 815153  
rose quartz fabric 815155  
white vinyl 815150

17" Round 18"H



**EDGE LED CUBE OTTOMAN\*** *SELECT*

high-density plastic 81526

20"L 20"D 20"H

## BANQUETTES

### CENTER CONE **SELECT** 8506

38" Round 51"H

⊗ Powered

Banquette Cone has 3 AC and 2 USB plugs built into the center cone.



### QUARTER CURVE OTTOMAN **SELECT** 8507

53"L 22"D 18"H

*possible configurations*



(4) quarter curve ottoman

72" Round 18"H



(1) center cone  
(4) quarter curve ottomans

72" Round 51"H

⊗ See pages 30 and 31 for all Powered options.  
\*Electrical power must be ordered separately

OTTOMANS



**BEVERLY BENCH OTTOMAN** *SELECT*  
black vinyl **81550**

60"L 20"D 18"H



**BEVERLY BENCH OTTOMAN** *SELECT*  
brown fabric **81551**

60"L 20"D 18"H



**BEVERLY BENCH OTTOMAN** *SELECT*  
gray fabric **81552**

60"L 20"D 18"H



**BEVERLY BENCH OTTOMAN** *SELECT*  
linen fabric **81553**  
ivory/cream/beige

60"L 20"D 18"H



**BEVERLY BENCH OTTOMAN** *SELECT*  
ocean blue fabric **81554**

60"L 20"D 18"H



**BEVERLY BENCH OTTOMAN** *SELECT*  
red fabric **81555**

60"L 20"D 18"H



**BEVERLY BENCH OTTOMAN** *SELECT*  
white vinyl **81556**

60"L 20"D 18"H

## OCCASIONAL CHAIRS

**BLACK DIAMOND  
SIDE CHAIR** **ESSENTIALS**  
71089

21"W | 23"L | 32"H

**BLACK DIAMOND  
ARMCHAIR** **ESSENTIALS**  
71090

20"W | 21"L | 33"H

**LAGUNA CHAIR** **SELECT**  
maple/chrome 810861

18"L | 19"D | 34"H



**LIMERICK® CHAIR  
BY HERMAN MILLER** **ESSENTIALS**  
gray 210108

18"W | 17.75"L | 33"H

**MADRID CHAIR** **SELECT**  
black vinyl/chrome 8102  
white vinyl/chrome 810816

30"L | 30"D | 31"H



### ITEMS PICTURED BELOW

Powered Locking Pedestal, 36" | 85061 | **Page 31**

White Vibe Cube Ottoman | 81531 | **Page 7**



OCCASIONAL CHAIRS

MEETING CHAIR **SELECT**

white vinyl **810948**  
 espresso vinyl **810835**  
 taupe microfiber **810836**

25.5"L 23.5"D 34"H



KEY WEST CHAIR **SELECT**

black fabric **8103**

31"L 31"D 31"H

MADDEN CHAIR **SELECT**

light gray vinyl **810843**

27"L 32"D 33"H



MALBA CHAIR **SELECT**

gray molded plastic **810131**  
 green molded plastic **810130**

20"L 20"D 32"H



# FREEMAN

## OCCASIONAL CHAIRS

### CHRISTOPHER CHAIR **SELECT**

white vinyl/chrome **810846**

17"L 19"D 35"H

### ZENITH CHAIR **SELECT**

white/chrome **810851**

19"L 22"D 32"H

### RUSTIQUE CHAIR **SELECT**

gunmetal **810841**

20"L 18"D 31"H



### RAZOR ARMLESS CHAIR **SELECT**

white high-density plastic **810837**

15.38"L 15.5"D 30.5"H

### SWANSON SWIVEL CHAIR **SELECT**

white vinyl **810875**

28"L 25"D 30"H



### BERLIN STACK CHAIR **SELECT**

white & red plastic/chrome **810811**

white & black plastic/chrome **810810**

18"L 22"D 32"H

### WENDY CHAIR **SELECT**

clear acrylic **810847**

15"L 20"D 36"H



CONFERENCE CHAIRS

**GRAY GASLIFT CHAIR** **ESSENTIALS**

with arms **71046**  
without arms **71045**

26"W 20"L 38"H Adjustable

**LA BREA SWIVEL CHAIR** **SELECT**

charcoal gray fabric **810874**

35"L 27"D 40"H

**ALTURA GUEST CHAIR** **SELECT**

black fabric/black steel **81063**

25"L 20"D 34"H



**PRO EXECUTIVE HIGH BACK CHAIR** **SELECT**

white vinyl **810844**  
black vinyl **810946**

25"L 24"D 48"H Adjustable



**PRO EXECUTIVE MID BACK CHAIR** **SELECT**

white vinyl **810945**  
black vinyl **810944**

24"L 22"D 40"H Adjustable

**PRO EXECUTIVE GUEST CHAIR** **SELECT**

black vinyl **810947**

24"L 22"D 36"H



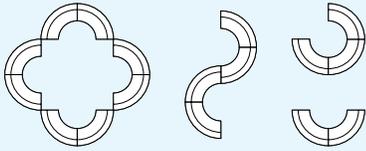
# FREEMAN

## BARS & BARSTOOLS

**MARTINI BAR** **SELECT**  
gray metal rounded bar with frosted  
glass top and chrome legs **8501**

67"L | 22"D | 45"H

possible configurations



**BLACK DIAMOND STOOL** **ESSENTIALS**  
**71088**

22"W | 18"L | 46"H

**GRAY GASLIFT STOOL** **ESSENTIALS**  
with arms **71048**  
without arms **71047**

24"W | 20"L | 46"H | Adjustable

**LAGUNA BARSTOOL** **SELECT**  
maple/chrome **810860**

18"L | 20"D | 47"H



**LIMERICK® STOOL**  
**BY HERMAN MILLER** **ESSENTIALS**  
gray **210109**

18"W | 17.75"L | 44"H

**LIFT BARSTOOL** **SELECT**  
gray vinyl/chrome **810872**  
red vinyl/chrome **810873**  
black vinyl/chrome **810871**  
white vinyl/chrome **810870**

15" Round | 23-33.5"H | Adjustable



**APEX BARSTOOL** **SELECT**  
black vinyl **810951**  
blue ultra suede **810952**  
red vinyl **810953**  
white vinyl **810954**

21"L | 21"D | 33"H



BARS & BARSTOOLS

**BANANA BARSTOOL** *SELECT*

white vinyl/chrome **810103**  
black vinyl/chrome **810104**

21"L 22"D 41"H

**ZENITH BARSTOOL** *SELECT*

white/chrome **810850**

19"L 20"D 44"H

**ZOEY BARSTOOL** *SELECT*

white vinyl/chrome **810840**  
black vinyl/chrome **810834**

15"L 16"D 26-30.5"H Adjustable



**CHRISTOPHER BARSTOOL** *SELECT*

white **810848**

19"L 15"D 41"H

**SHARK BARSTOOL** *SELECT*

white plastic/chrome **810202**

22"L 19"D 34-44"H Adjustable



**RUSTIQUE BARSTOOL** *SELECT*

gunmetal **810839**

13"L 13"D 30"H

**OSLO BARSTOOL** *SELECT*

blue plastic/chrome **810200**  
white plastic/chrome **810201**

17"L 20"D 45"H



# TURN THE TABLES IN YOUR FAVOR

---

Bring professionalism to the table with our sleek variety of surfaces and tabletops. Choose from modern glass tops and more.

## ITEMS PICTURED BELOW

Endless Square Ottoman | 815122 | **Page 6**

Geo End Table | 82035 | **Page 22**



## DRAPED OR UNDRAPED TABLES & COUNTERS



### ESSENTIALS

#### TABLES

<b>24"D</b> / <b>30"H</b>	<b>3'L</b>	<b>4'L</b>	<b>6'L</b>	<b>8'L</b>
Draped	124330	124430	124630	124830
Draped on Fourth Side			12404630	12404830
Undraped	125330	125430	125630	125830

#### COUNTERS

<b>24"D</b> / <b>42"H</b>	<b>3'L</b>	<b>4'L</b>	<b>6'L</b>	<b>8'L</b>
Draped	124342	124442	124642	124842
Draped on Fourth Side			12404642	12404842
Undraped	125342	125442	125642	125842

#### TABLES\*

<b>30"D</b> / <b>30"H</b>	<b>3'L</b>	<b>4'L</b>	<b>6'L</b>	<b>8'L</b>
Draped	130330	130430	130630	130830
Draped on Fourth Side			12404630	12404830
Undraped	131330	131430	131630	131830

#### COUNTERS\*

<b>30"D</b> / <b>42"H</b>	<b>3'L</b>	<b>4'L</b>	<b>6'L</b>	<b>8'L</b>
Draped	130342	130442	130642	130842
Draped on Fourth Side			12404642	12404842
Undraped	131342	131442	131642	131842

\*Table and counter widths available in select cities



PEDESTAL TABLES

Soho Series



**BLACK-TOP CAFÉ** *ESSENTIALS*  
72069

24" Round 30"H

72067

36" Round 30"H

**BLACK-TOP MINI** *ESSENTIALS*  
72066

18" Round 18"H



**BLACK-TOP BISTRO** *ESSENTIALS*  
72070

24" Round 42"H

72068

36" Round 42"H

Chelsea Series



**BUTCHER BLOCK-TOP CAFÉ** *ESSENTIALS*  
72063

30" Round 30"H

72064

36" Round 30"H



**BUTCHER BLOCK-TOP BISTRO** *ESSENTIALS*  
720163

30" Round 42"H

720164

36" Round 42"H



**HYDRAULIC BASE CAFÉ TABLE** *SELECT*  
maple 8201208

30" Round 29"H



**HYDRAULIC BASE BAR TABLE** *SELECT*  
maple 8201207

30" Round 45"H



actual color

**STANDARD BASE CAFÉ TABLE** *SELECT*  
blue steel 8201203

30" Round 29"H



actual color

**STANDARD BASE BAR TABLE** *SELECT*  
blue steel 8201204

30" Round 42"H

PEDESTAL TABLES



**HYDRAULIC BASE  
CAFÉ TABLE** *SELECT*  
*graphite* **8201209**  
36" Round 29"H



**HYDRAULIC BASE  
BAR TABLE** *SELECT*  
*graphite* **8201211**  
36" Round 45"H



**HYDRAULIC BASE  
CAFÉ TABLE** *SELECT*  
*maple* **8201206**  
36" Round 29"H



**HYDRAULIC BASE  
BAR TABLE** *SELECT*  
*maple* **8201205**  
36" Round 45"H



**HYDRAULIC BASE  
CAFÉ TABLE** *SELECT*  
*white laminate* **820126**  
36" Round 29"H



**HYDRAULIC BASE  
BAR TABLE** *SELECT*  
*white laminate* **820125**  
36" Round 45"H



**MADISON HYDRAULIC BASE  
CAFÉ TABLE** *SELECT*  
*gray acajou* **820241**  
30" Round 29"H



**MADISON HYDRAULIC BASE  
BAR TABLE** *SELECT*  
*gray acajou* **820240**  
30" Round 45"H



**MADISON  
CAFÉ TABLE** *SELECT*  
*gray acajou* **820265**  
30" Round 29"H



**MADISON  
BAR TABLE** *SELECT*  
*gray acajou* **820264**  
30" Round 42"H

PEDESTAL TABLES



30" CAFE TABLE W/ BLACK  
BASE - WHITE TOP **SELECT**  
white laminate **8201220**  
30" Round 29"H



30" BAR TABLE W/ BLACK  
BASE - WHITE TOP **SELECT**  
white laminate **8201221**  
30" Round 42"H



30" BAR TABLE W/  
HYDRAULIC BASE  
-WHITE TOP **SELECT**  
white laminate **8201222**  
30" Round 45"H



30" CAFE TABLE W/  
HYDRAULIC BASE  
-WHITE TOP **SELECT**  
white laminate **8201223**  
30" Round 29"H



30" BAR TABLE W/  
HYDRAULIC BASE - RED  
**SELECT**  
red laminate **820920**  
30" Round 45"H



30" CAFE TABLE W/  
HYDRAULIC BASE - RED  
**SELECT**  
red laminate **820921**  
30" Round 29"H



30" BAR TABLE W/  
HYDRAULIC BASE  
-GRAPHITE **SELECT**  
gray laminate **820922**  
30" Round 45"H



30" CAFE TABLE W/  
HYDRAULIC BASE  
-GRAPHITE **SELECT**  
gray laminate **820923**  
30" Round 29"H



30" BAR TABLE W/  
HYDRAULIC BASE - SILVER  
**SELECT**  
silver **820924**  
30" Round 45"H



30" CAFE TABLE W/  
HYDRAULIC BASE - SILVER  
**SELECT**  
silver **820925**  
30" Round 29"H

OCCASIONAL, END & COCKTAIL TABLES

Silverado

**END TABLE** *SELECT*  
tempered glass/painted steel **82015**

24" Round 22"H

**COCKTAIL TABLE** *SELECT*  
tempered glass/painted steel **82014**

36" Round 17"H



Alondra

**END TABLE** *SELECT*  
glass/chrome **820252**

20"L 20"D 20"H

**COCKTAIL TABLE** *SELECT*  
glass/chrome **820250**

47"L 24"D 16"H



**END TABLE** *SELECT*  
wood/chrome **820253**

20"L 20"D 21"H

**COCKTAIL TABLE** *SELECT*  
wood/chrome **820251**

47"L 24"D 17"H



Atomic

**36" ROUND TABLE** *SELECT*  
glass/chrome **8201224**

36" Round 30"H

**42" ROUND TABLE** *SELECT*  
glass/chrome **8201225**

42" Round 30"H



# FREEMAN

## OCCASIONAL, END & COCKTAIL TABLES

### Geo

END TABLE **SELECT**  
wood/black steel **82028**

20"L 20"D 21"H



COCKTAIL TABLE **SELECT**  
wood/black steel **82027**

47"L 24"D 17"H



END TABLE **SELECT**  
glass/chrome **82035**

26"L 26"D 20"H



COCKTAIL TABLE **SELECT**  
glass/chrome **82034**

50"L 22"D 16"H

### Sydney

END TABLE **SELECT**  
black laminate/brushed steel **82054**  
white laminate/brushed steel **82055**

27"L 23"D 22"H



COCKTAIL TABLE **SELECT**  
black laminate/brushed steel **82052**  
white laminate/brushed steel **82053**

48"L 26"D 18"H

⚡ Powered options available

⚡ See pages 30 and 31 for all Powered options.

\*Electrical power must be ordered separately

OCCASIONAL, END & COCKTAIL TABLES

Regis

**END TABLE** **SELECT**  
brushed metal **82075**

16"L 15.5"D 16.5"H

**BENCH/TABLE** **SELECT**  
brushed metal **82074**

47"L 15.5"D 16"H



**AURA**  
**ROUND TABLE** **SELECT**  
white metal **820844**

15" Round 22"H

**EDGE LED**  
**CUBE TABLE\*** **SELECT**  
white plastic/clear  
acrylic top **82057**

20"L 20"D 20"H



**GEO SQUARE-ROUND**  
**TABLE** **SELECT**  
glass/black steel **82043**  
glass/chrome **82044**

42"L 42"D 29"H



## OCCASIONAL, END & COCKTAIL TABLES

### Oliver

END TABLE **SELECT**  
walnut finish **82088**

22" Round 22"H

TABLE **SELECT**  
walnut finish **82087**

47"L 27"D 19"H



### Rustique

SQUARE METAL BAR TABLE **SELECT**  
gray finish **8201226**

23.75"L 23.75"D 41.25"H



### ITEMS PICTURED BELOW

Endless Curve Ottoman | 815953 | **Page 6**

Silverado Cocktail Table | 82014 | **Page 21**



CONFERENCE TABLES

**GEO CONFERENCE TABLE** *SELECT*

*glass/black steel* **82041**  
*glass/chrome* **82051**

60"L 36"D 29"H



**MADISON CONFERENCE TABLE** *SELECT*

*gray acajou* **820260**

42" Round 29"H



**42" ROUND WHITE CONFERENCE TABLE** *SELECT*

*white laminate* **820708**

42" Round 29"H

**6' OVAL CONFERENCE TABLE** *SELECT*

*granite nebula* **820203**

72"L 42"D 29"H



## CONFERENCE TABLES

### MADISON 5' TABLE **SELECT**

gray acajou **820261**

60"L 48"D 29"H



### MADISON 8' TABLE **SELECT**

gray acajou **820262**

96"L 60"D 29"H



### MADISON 10' TABLE **SELECT**

gray acajou **820263**

120"L 48"D 29"H

### G30 CAFÉ TABLE (MAPLE W/ GROMMETS) **SELECT**

laminated/metal

**82058**

72"L 26"D 30"H



### G30 CAFÉ TABLE (SOLID MAPLE TOP) **SELECT**

laminated/metal

**82067**

72"L 26"D 30"H

### G30 CAFÉ TABLE (SOLID WHITE TOP) **SELECT**

laminated/metal

**82063**

72"L 26"D 30"H



CONFERENCE TABLES



**VENTURA BAR TABLE** *SELECT*  
**W/ GROMMET HOLES**  
*maple* **820951**  
 72.25"L 26.25"D 42"H



**VENTURA COMMUNAL** *SELECT*  
**BAR TABLE**  
*black* **820952**  
 72.25"L 26.25"D 42"H



**VENTURA BAR TABLE** *SELECT*  
**W/ GROMMET HOLES**  
*white* **820953**  
 72.25"L 26.25"D 42"H



**VENTURA COMMUNAL** *SELECT*  
**BAR TABLE**  
*maple* **820954**  
 72.25"L 26.25"D 42"H



**VENTURA COMMUNAL** *SELECT*  
**BAR TABLE**  
*white* **820956**  
 72.25"L 26.25"D 42"H

# FREEMAN

## OFFICE



**MADISON DESK** *SELECT*  
gray acajou **84075**

60"L 30"D 29"H



**MADISON CREDENZA** *SELECT*  
gray acajou **84077**

60"L 20"D 29"H



**MADISON BOOKCASE** *SELECT*  
gray acajou **84078**

36"L 12"D 72"H



COMPUTER DESK / TABLE



**WORK DESK** *SELECT*  
white laminate **820706**

48"L 24"D 30"H



**MERLIN TABLE** *SELECT*  
gray laminate **820707**

46"L 29"D 30"H

ITEMS PICTURED BELOW

Key Largo Sofa | 830951 | **Page 4**

Key Largo Chair | 810950 | **Page 4**

Sydney Table, Powered | 82076 | **Page 31**

Aura Round Table | 820844 | **Page 23**

Black Diamond Stool | 71088 | **Page 14**

Soho Black Top Bistro | 36" Round - 72068 | **Page 18**



## POWERED

Powered options do not include charging adapters with rental and will need to be supplied by the exhibitor if needed.

### POWERED SEATING

#### NAPLES CHAIR, POWERED\* **SELECT**

black vinyl **810120**

36"L 30"D 33"H



Power Panel Detail



#### NAPLES LOVESEAT, POWERED\* **SELECT**

black vinyl **830122**

62"L 30"D 33"H



Power Panel Detail



#### NAPLES SOFA, POWERED\* **SELECT**

black vinyl **830121**

87"L 30"D 33"H

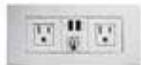


Power Panel Detail

#### ROMA CHAIR, POWERED\* **SELECT**

white vinyl **81021**

37"L 31"D 33"H



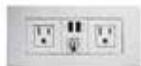
Power Panel Detail



#### ROMA SOFA, POWERED\* **SELECT**

white vinyl **83017**

78"L 31"D 33"H



Power Panel Detail

\*Electrical power must be ordered separately

## POWERED TABLES

**VENTURA COMMUNAL BAR TABLE POWERED\*** **SELECT**  
black **820950**

72.25"L | 26.25"D | 42"H



**G30 CAFÉ TABLE, POWERED\*** **SELECT**  
white top **82071**

72"L | 26"D | 30"H



**G30 CAFÉ TABLE, W/ GROMMETS POWERED\*** **SELECT**  
white top **82069**

72"L | 26"D | 30"H

**TECH DESK WITH 3 DRAWER FILE CABINET, POWERED\*** **SELECT**  
black metal **84083**  
desk only **84084**

60"L | 30"D | 30"H



**SYDNEY COCKTAIL TABLE, POWERED\*** **SELECT**  
black laminate/brushed steel **82076**  
white laminate/brushed steel **82073**

48"L | 26"D | 18"H

## POWERED PRODUCT PEDESTALS

**POWERED\* LOCKING PEDESTAL, 36"** **SELECT**  
black **85060**  
white **85061**

24"L | 24"D | 36"H



**POWERED\* LOCKING PEDESTAL, 42"** **SELECT**  
black **85062**  
white **85063**

24"L | 24"D | 42"H



Power Panel Detail

## BANQUETTE

**CENTER CONE** **SELECT**  
**8506**

38" Round | 51"H

Banquette Cone has 3 AC and 2 USB plugs built into the center cone.



\*Electrical power must be ordered separately

POWERED

## STORAGE

**3 DRAWER  
FILE CABINET  
ON CASTORS** **SELECT**  
**84080**

16"L 20"D 28"H



**FILE CABINET  
WITH LOCK** **ESSENTIALS**  
*standard size*

**TWO-DRAWER  
74082**

15"W 29"L 28"H

**FOUR-DRAWER  
74081**

15"W 29"L 50"H



**POSH SHELVING  
W/ CHROME FRAME** **ESSENTIALS**  
*white* **85020**

36"W 18"L 72"H



## REFRIGERATOR



**SMALL  
REFRIGERATOR\*** **ESSENTIALS**  
**75057**

19"W 19"L 34"H



**REFRIGERATOR\*** **SELECT**  
*white - 14.0 cubic feet* **8503001**

28"L 28"D 64"H

## LIGHTING



**MASON TABLE  
LAMP\*** **SELECT**  
*white/brushed silver* **850707**

16" Round 26"H



**MASON FLOOR  
LAMP\*** **SELECT**  
*white/brushed silver* **850708**

18" Round 55"H

\*Electrical power must be ordered separately

# DISPLAY

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

## DISPLAY CYLINDERS **ESSENTIALS**

black

low **75020**

30"W 15"H

medium **75021**

18"W 20"H

high **75022**

24"W 36"H

Available in rectangular sizes.



## DISPLAY CUBES **ESSENTIALS**

black

12" small **75030**

12"W 12"L 42"H

18" medium **75031**

18"W 18"L 36"H

24" large **75032**

24"W 24"L 42"H



## ORION COMPUTER KIOSK **ESSENTIALS**

black **75079**

28"L 28"D 40.5"H

Computer not included.



## DISPLAY COUNTER **ESSENTIALS**

black **72056**

24"W 49"L 42"H



# ACCESSORIES

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

## TABLET STAND

**MOBILE TABLET STAND** *SELECT*

white **850714**

black **850715**

14"L 13"D 44.5"H

The Mobile Tablet Stand will adjust to fit any tablet with dimensions of at least 6.75"x 9.375" but not larger than 8.5"x 2.5", including Apple iPad, Samsung Galaxy Tab and Lenovo IdeaPad.



## TABLET STAND ACCESSORIES

**BROCHURE HOLDER\*** *SELECT*

black **850711**

8.625"L 1.1"D 11.325"H

**WIRELESS PRINTER HOLDER\*** *SELECT*

black **850712**

3.3"L 1.9"D 5.28"H

**CHARGING SHELF\*** *SELECT*

black **850713**

14.85"L 7.17"D 1"H



*\*To be ordered with the tablet stand*

ACCESSORIES

**CHROME STANCHION WITH 8' RETRACTABLE BELT** **ESSENTIALS**  
220121

42"H

**CHROME SIGN HOLDER** **ESSENTIALS**  
220118

Holds 22" x 66" sign

**ROUND LITERATURE RACK** **ESSENTIALS**  
750135

17"W 17"L 57"H

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



**FLAT LITERATURE RACK** **ESSENTIALS**  
750136

10"W 55"H

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

**CHROME COAT TREE** **ESSENTIALS**  
220109

8 1/4"W (21"W at the base) x 69 1/2"H

**BRUSHED ALUMINUM EASEL** **ESSENTIALS**  
220134

When open 5 1/4 "(W) x 64 1/4 "(H) 26"W x 62"H

**CHROME BAG RACK** **ESSENTIALS**  
220110

1"W (3" at center) x 41" H x 26"W



**SPECIAL DRAPING** (not pictured)

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



**FLOOR-STANDING BULLETIN BOARD** **ESSENTIALS**  
10201484

48"W 96"L 78"H



**CORRUGATED WASTEBASKET** **ESSENTIALS**  
220106



**WASTEBASKET** **ESSENTIALS**  
wastebasket color may vary.  
220107



6555 West Sunset Rd  
Las Vegas, NV 89118  
(702) 579-1700 Fax: (469) 621-5604

ONLINE PRICE  
DISCOUNT PRICE  
DEADLINE DATE

OCTOBER 22, 2018

INCLUDE THE FREEMAN METHOD OF  
PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **MJBizCon Fall 2018 / November 14-16, 2018**

COMPANY NAME: \_\_\_\_\_ BOOTH #: \_\_\_\_\_ BOOTH SIZE: **X**

CONTACT NAME : \_\_\_\_\_ PHONE #: \_\_\_\_\_

E-MAIL ADDRESS : \_\_\_\_\_

For Assistance, please call (702) 579-1700 to speak with one of our experts.

For fast, easy ordering, go to [www.freeman.com](http://www.freeman.com)

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
<b>SEATING</b>						
<b>Naples Group - Black Vinyl</b>						
	810119*	Chair.....	543.75	598.15	761.25	_____
	830120*	Loveseat.....	731.25	804.40	1,023.75	_____
	830119*	Sofa.....	809.50	890.45	1,133.30	_____
<b>Munich Group - Gray Fabric</b>						
	810150*	Corner Chair.....	649.00	713.90	908.60	_____
	810151*	Armless Chair.....	568.50	625.35	795.90	_____
	830200*	Armless Loveseat.....	951.75	1,046.95	1,332.45	_____
	830201*	Sectional - 3 Piece.....	2,166.75	2,383.45	3,033.45	_____
<b>Baja Group - White Vinyl</b>						
	81050*	Chair.....	610.00	671.00	854.00	_____
	83020*	Loveseat.....	671.00	738.10	939.40	_____
<b>South Beach Group - Platinum Suede</b>						
	8301*	Sofa.....	699.25	769.20	978.95	_____
	8151*	Ottoman.....	304.25	334.70	425.95	_____
<b>Key Largo Group - Black Fabric</b>						
	830950*	Loveseat.....	571.75	628.95	800.45	_____
	830951*	Sofa.....	631.50	694.65	884.10	_____
	810950*	Chair.....	450.00	495.00	630.00	_____
<b>Allegro Group - Blue Fabric</b>						
	81019*	Chair.....	553.00	608.30	774.20	_____
	83015*	Sofa.....	881.75	969.95	1,234.45	_____
<b>Fairfax Group - White Vinyl</b>						
	810949*	Chair.....	379.50	417.45	531.30	_____
	830949*	Sofa.....	606.75	667.45	849.45	_____
<b>Hopi Group - Gray Linen</b>						
	810140*	Chair.....	244.00	268.40	341.60	_____
	830150*	Loveseat.....	312.50	343.75	437.50	_____
<b>Tangiers Group - Beige Fabric</b>						
	810118*	Chair.....	483.50	531.85	676.90	_____
	830220*	Loveseat.....	800.50	880.55	1,120.70	_____
	830118*	Sofa.....	674.75	742.25	944.65	_____
<b>CASUAL SEATING</b>						
<b>Ottomans</b>						
	815122*	Endless Square - White Vinyl.....	347.75	382.55	486.85	_____
	815123*	Endless Square - Black Vinyl.....	347.75	382.55	486.85	_____
	815953*	Endless Curve - White Vinyl.....	470.75	517.85	659.05	_____
	815952*	Endless Curve - Black Vinyl.....	470.75	517.85	659.05	_____
	815119*	Half-Bench - White Vinyl.....	387.75	426.55	542.85	_____
	81518*	Vibe Cube - Blue Vinyl.....	156.00	171.60	218.40	_____
	81519*	Vibe Cube - Red Vinyl.....	156.00	171.60	218.40	_____

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Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
<b>CASUAL SEATING (cont'd)</b>						
_____	81525*	Vibe Cube - Orange Vinyl.....	156.00	171.60	218.40	_____
_____	81520*	Vibe Cube - Pink Vinyl.....	156.00	171.60	218.40	_____
_____	81517*	Vibe Cube - Yellow Vinyl.....	156.00	171.60	218.40	_____
_____	81530*	Vibe Cube - Black Vinyl.....	136.50	150.15	191.10	_____
_____	81531*	Vibe Cube - White Vinyl.....	136.50	150.15	191.10	_____
_____	81532*	Vibe Cube - Steel Blue Vinyl.....	156.00	171.60	218.40	_____
_____	81533*	Vibe Cube - Silver Vinyl.....	156.00	171.60	218.40	_____
_____	81534*	Vibe Cube - Purple Vinyl.....	156.00	171.60	218.40	_____
_____	815151*	Marche Swivel - Gray Fabric.....	241.50	265.65	338.10	_____
_____	815154*	Marche Swivel - Red Fabric.....	241.50	265.65	338.10	_____
_____	815159*	Marche Swivel - Blue Fabric.....	241.50	265.65	338.10	_____
_____	815152*	Marche Swivel - Linen Fabric.....	241.50	265.65	338.10	_____
_____	815157*	Marche Swivel - Meadow Green Fabric.....	241.50	265.65	338.10	_____
_____	815158*	Marche Swivel - Pear Yellow Fabric.....	241.50	265.65	338.10	_____
_____	815156*	Marche Swivel - Plum Fabric.....	241.50	265.65	338.10	_____
_____	815153*	Marche Swivel - Raspberry Fabric.....	241.50	265.65	338.10	_____
_____	815155*	Marche Swivel - Rose Quartz Fabric.....	241.50	265.65	338.10	_____
_____	815150*	Marche Swivel - White Vinyl.....	241.50	265.65	338.10	_____
_____	81526*	Edge LED Cube - High Density Plastic.....	221.50	243.65	310.10	_____
<b>Banquettes</b>						
_____	8506*	Center Cone w/Electrical Charging Outlet.....	653.00	718.30	914.20	_____
_____	8507*	Quarter Curve Ottoman.....	431.50	474.65	604.10	_____
<b>Beverly Bench Ottomans</b>						
_____	81550*	Black Vinyl.....	483.25	531.60	676.55	_____
_____	81551*	Brown Fabric.....	483.25	531.60	676.55	_____
_____	81552*	Gray Fabric.....	483.25	531.60	676.55	_____
_____	81553*	Linen Fabric.....	483.25	531.60	676.55	_____
_____	81554*	Ocean Blue Fabric.....	483.25	531.60	676.55	_____
_____	81555*	Red Fabric.....	483.25	531.60	676.55	_____
_____	81556*	White Vinyl.....	483.25	531.60	676.55	_____
<b>Occasional Chairs</b>						
_____	71089	Black Diamond Side Chair.....	122.50	134.75	171.50	_____
_____	71090	Black Diamond Arm Chair.....	157.00	172.70	219.80	_____
_____	810861*	Laguna Chair - Maple/Chrome.....	148.75	163.65	208.25	_____
_____	210108	Limerick® Chair by Herman Miller.....	75.50	83.05	105.70	_____
_____	8102*	Madrid Chair - Black Vinyl/Chrome.....	874.50	961.95	1,224.30	_____
_____	810816*	Madrid Chair - White Vinyl/Chrome.....	874.50	961.95	1,224.30	_____
_____	810948*	Meeting Chair - White Vinyl.....	312.00	343.20	436.80	_____
_____	810835*	Meeting Chair - Espresso Vinyl.....	233.75	257.15	327.25	_____
_____	810836*	Meeting Chair - Taupe Microfiber.....	306.50	337.15	429.10	_____
_____	8103*	Key West Tub Chair - Black Fabric.....	435.75	479.35	610.05	_____
_____	810843*	Madden Chair - Light Gray Vinyl.....	501.00	551.10	701.40	_____

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Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
<b>Occasional Chairs (cont.)</b>						
	810131*	Malba Chair - Gray Molded Plastic.....	107.50	118.25	150.50	
	810130*	Malba Chair - Green Molded Plastic.....	105.00	115.50	147.00	
	810846*	Christopher Chair - White Vinyl/Chrome.....	135.75	149.35	190.05	
	810851*	Zenith Chair - White/Chrome.....	168.50	185.35	235.90	
	810841*	Rustique Chair - Gunmetal.....	135.75	149.35	190.05	
	810837*	Razor Armless Chair - White High Density Plastic....	63.00	69.30	88.20	
	810875*	Swanson Swivel Chair - White Vinyl.....	296.75	326.45	415.45	
	810811*	Berlin Stack Chair - White & Red Plastic/Chrome....	118.25	130.10	165.55	
	810810*	Berlin Stack Chair - White & Black Plastic/Chrome...	118.25	130.10	165.55	
	810847*	Wendy Chair - Clear Acrylic.....	133.50	146.85	186.90	
<b>Conference Chairs</b>						
	71046	Gray Gaslift Chair With Arms.....	254.50	279.95	356.30	
	71045	Gray Gaslift Chair Without Arms.....	224.25	246.70	313.95	
	810874*	La Brea Swivel Chair - Charcoal Gray Fabric.....	347.75	382.55	486.85	
	81063*	Altura Conference/Guest Chair - Black Fabric/Black Steel.....	347.75	382.55	486.85	
	810844*	Pro Executive High Back Chair - White Vinyl.....	306.50	337.15	429.10	
	810946*	Pro Executive High Back Chair - Black Vinyl.....	312.00	343.20	436.80	
	810945*	Pro Executive Mid Back Chair - White Vinyl.....	387.25	426.00	542.15	
	810944*	Pro Executive Mid Back Chair - Black Vinyl.....	375.50	413.05	525.70	
	810947*	Pro Executive Guest Chair - Black Vinyl.....	405.25	445.80	567.35	
<b>Bars &amp; Barstools</b>						
	8501*	Martini Bar.....	1,522.25	1,674.50	2,131.15	
	71088	Black Diamond Stool.....	189.75	208.75	265.65	
	71048	Gray Gaslift Stool with Arms.....	292.00	321.20	408.80	
	71047	Gray Gaslift Stool without Arms.....	272.00	299.20	380.80	
	810860*	Laguna Barstool - Maple/Chrome.....	187.75	206.55	262.85	
	210109	Limerick® Stool by Herman Miller.....	126.75	139.45	177.45	
	810872*	Lift Barstool - Gray Vinyl/Chrome.....	178.50	196.35	249.90	
	810873*	Lift Barstool - Red Vinyl/Chrome.....	178.50	196.35	249.90	
	810871*	Lift Barstool - Black Vinyl/Chrome.....	178.50	196.35	249.90	
	810870*	Lift Barstool - White Vinyl/Chrome.....	178.50	196.35	249.90	
	810951*	Apex Barstool - Black Vinyl.....	226.25	248.90	316.75	
	810952*	Apex Barstool - Blue Ultra Suede.....	226.25	248.90	316.75	
	810953*	Apex Barstool - Red Vinyl.....	226.25	248.90	316.75	
	810954*	Apex Barstool - White Vinyl.....	226.25	248.90	316.75	
	810103*	Banana Barstool - White Vinyl/Chrome.....	206.25	226.90	288.75	
	810104*	Banana Barstool - Black Vinyl/Chrome.....	206.25	226.90	288.75	
	810850*	Zenith Barstool - White/Chrome.....	168.50	185.35	235.90	
	810840*	Zoey Barstool - White Vinyl/Chrome.....	334.25	367.70	467.95	
	810834*	Zoey Barstool - Black Vinyl/Chrome.....	334.25	367.70	467.95	
	810848*	Christopher Barstool - White.....	231.50	254.65	324.10	
	810202*	Shark Swivel Barstool - White Plastic/Chrome.....	367.75	404.55	514.85	
	810839*	Rustique Barstool - Gunmetal.....	135.75	149.35	190.05	
	810200*	Oslo Barstool - Blue Plastic/Chrome.....	261.50	287.65	366.10	
	810201*	Oslo Barstool - White Plastic/Chrome.....	261.50	287.65	366.10	

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COMPANY NAME: \_\_\_\_\_ BOOTH #: \_\_\_\_\_ BOOTH SIZE: **X**

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Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
-----	--------	-------------	--------------	----------------	----------------	-------

**Draped Tables & Counters**

<b>Draped Tables</b> - Tables are 24" wide					
<input type="checkbox"/> Black	<input type="checkbox"/> Blue	<input type="checkbox"/> Brown	<input type="checkbox"/> Green	<input type="checkbox"/> Flax	
<input type="checkbox"/> Gold	<input type="checkbox"/> Gray	<input type="checkbox"/> Plum	<input type="checkbox"/> Red	<input type="checkbox"/> White	

_____	124330	Draped Table 3'L x 30"H.....	118.25	130.10	165.55	_____
_____	124430	Draped Table 4'L x 30"H.....	147.75	162.55	206.85	_____
_____	124630	Draped Table 6'L x 30"H.....	176.50	194.15	247.10	_____
_____	124830	Draped Table 8'L x 30"H.....	201.00	221.10	281.40	_____
_____	12404630	4th Side Drape 6'L x 30"H.....	49.50	54.45	69.30	_____
_____	12404830	4th Side Drape 8'L x 30"H.....	49.50	54.45	69.30	_____
_____	124342	Draped Counter 3'L x 42"H.....	160.00	176.00	224.00	_____
_____	124442	Draped Counter 4'L x 42"H.....	183.00	201.30	256.20	_____
_____	124642	Draped Counter 6'L x 42"H.....	206.25	226.90	288.75	_____
_____	124842	Draped Counter 8'L x 42"H.....	230.75	253.85	323.05	_____
_____	12404642	4th Side Drape 6'L x 42"H.....	57.00	62.70	79.80	_____
_____	12404842	4th Side Drape 8'L x 42"H.....	57.00	62.70	79.80	_____

**Undraped Tables & Counters**

_____	125330	Undraped Table 3'L x 30"H.....	46.25	50.90	64.75	_____
_____	125430	Undraped Table 4'L x 30"H.....	57.00	62.70	79.80	_____
_____	125630	Undraped Table 6'L x 30"H.....	66.00	72.60	92.40	_____
_____	125830	Undraped Table 8'L x 30"H.....	75.00	82.50	105.00	_____
_____	125342	Undraped Counter 3'L x 42"H.....	80.25	88.30	112.35	_____
_____	125442	Undraped Counter 4'L x 42"H.....	91.50	100.65	128.10	_____
_____	125642	Undraped Counter 6'L x 42"H.....	102.25	112.50	143.15	_____
_____	125842	Undraped Counter 8'L x 42"H.....	110.75	121.85	155.05	_____

**Table Top Risers - Risers are 8" wide**

_____	1504100	Black 4'L x 7"H Corrugated Riser.....	30.25	33.30	42.35	_____
_____	1504101	White 4'L x 7"H Corrugated Riser.....	30.25	33.30	42.35	_____
_____	1506100	Black 6'L x 7"H Corrugated Riser.....	35.25	38.80	49.35	_____
_____	1506101	White 6'L x 7"H Corrugated Riser.....	35.25	38.80	49.35	_____
_____	1508100	Black 8'L x 7"H Corrugated Riser.....	40.75	44.85	57.05	_____
_____	1508101	White 8'L x 7"H Corrugated Riser.....	40.75	44.85	57.05	_____
_____	1504200	Black 4'L x 14"H Corrugated Riser.....	46.00	50.60	64.40	_____
_____	1504201	White 4'L x 14"H Corrugated Riser.....	46.00	50.60	64.40	_____
_____	1506200	Black 6'L x 14"H Corrugated Riser.....	56.50	62.15	79.10	_____
_____	1506201	White 6'L x 14"H Corrugated Riser.....	56.50	62.15	79.10	_____
_____	1508200	Black 8'L x 14"H Corrugated Riser.....	66.75	73.45	93.45	_____
_____	1508201	White 8'L x 14"H Corrugated Riser.....	66.75	73.45	93.45	_____

**Pedestal Tables - Soho Series**

_____	72069	Black Top Cafe Table - 30"H x 24"W.....	178.50	196.35	249.90	_____
_____	72067	Black Top Cafe Table - 30"H x 36"W.....	206.25	226.90	288.75	_____
_____	72066	Black Top Mini Table - 18"H x 18"W.....	152.75	168.05	213.85	_____
_____	72070	Black Top Bistro Table - 42"H x 24"W.....	236.50	260.15	331.10	_____
_____	72068	Black Top Bistro Table - 42"H x 36"W.....	257.50	283.25	360.50	_____

**Pedestal Tables - Chelsea Series**

_____	72063	Butcher Block Top Cafe Table - 30"H x 30"W.....	194.00	213.40	271.60	_____
_____	72064	Butcher Block Top Cafe Table - 30"H x 36"W.....	204.00	224.40	285.60	_____

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COMPANY NAME: \_\_\_\_\_ BOOTH #: \_\_\_\_\_ BOOTH SIZE: **X**

CONTACT NAME : \_\_\_\_\_ PHONE #: \_\_\_\_\_

E-MAIL ADDRESS : \_\_\_\_\_

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Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
<b>Pedestal Tables - Chelsea Series (continued)</b>						
	720163	Butcher Block Top Bistro Table - 42"H x 30"W.....	260.50	286.55	364.70	
	720164	Butcher Block Top Bistro Table - 42"H x 36"W.....	284.75	313.25	398.65	
<b>Pedestal Tables</b>						
	8201208*	Hydraulic Base Cafe Table - Maple.....	375.50	413.05	525.70	
	8201207*	Hydraulic Base Bar Table - Maple.....	390.25	429.30	546.35	
	8201203**	Standard Base Cafe Table - Blue Steel.....	261.00	287.10	365.40	
	8201204**	Standard Base Bar Table - Blue Steel.....	312.50	343.75	437.50	
	8201209*	Hydraulic Base Cafe Table - Graphite.....	417.75	459.55	584.85	
	8201211*	Hydraulic Base Bar Table - Graphite.....	429.50	472.45	601.30	
	8201206*	Hydraulic Base Cafe Table - Maple.....	427.00	469.70	597.80	
	8201205*	Hydraulic Base Bar Table - Maple.....	424.25	466.70	593.95	
	820126*	Hydraulic Base Cafe Table - White Laminate.....	427.00	469.70	597.80	
	820125*	Hydraulic Base Bar Table - White Laminate.....	446.50	491.15	625.10	
	820241*	Madison Hydraulic Base Cafe Table - Gray Acajou.	334.25	367.70	467.95	
	820240*	Madison Hydraulic Base Bar Table - Gray Acajou...	334.25	367.70	467.95	
	820265*	Madison Cafe Table - Gray Acajou.....	263.75	290.15	369.25	
	820264*	Madison Bar Table - Gray Acajou.....	288.00	316.80	403.20	
	8201220*	30" Cafe Table Black Base - White Laminate.....	280.75	308.85	393.05	
	8201221*	30" Bar Table Black Base - White Laminate.....	300.25	330.30	420.35	
	8201222*	30" Bar Table Chrome Base - White Laminate.....	431.75	474.95	604.45	
	8201223*	30" Cafe Table Chrome Base - White Laminate.....	431.75	474.95	604.45	
	820920*	30" Bar Table Chrome Hydraulic Base - Red.....	334.25	367.70	467.95	
	820921*	30" Cafe Table Chrome Hydraulic Base - Red.....	334.25	367.70	467.95	
	820922*	30" Bar Table Chrome Hydraulic Base - Gray.....	334.25	367.70	467.95	
	820923*	30" Cafe Table Chrome Hydraulic Base - Gray.....	334.25	367.70	467.95	
	820924*	30" Bar Table Chrome Hydraulic Base - Silver.....	407.25	448.00	570.15	
	820925*	30" Cafe Table Chrome Hydraulic Base - Silver.....	407.25	448.00	570.15	
<b>Occasional, End &amp; Cocktail Tables</b>						
	82015*	Silverado End Table - Tempered Glass/Painted Steel.....	279.25	307.20	390.95	
	82014*	Silverado Cocktail Table - Tempered Glass/Painted Steel.....	296.75	326.45	415.45	
	820252*	Alondra End Table - Glass/Chrome.....	244.00	268.40	341.60	
	820250*	Alondra Cocktail Table - Glass/Chrome.....	338.75	372.65	474.25	
	820253*	Alondra End Table - Wood/Chrome.....	244.00	268.40	341.60	
	820251*	Alondra Cocktail Table - Wood/Chrome.....	338.75	372.65	474.25	
	8201224*	Atomic 36" Round Table - Glass/Chrome.....	376.00	413.60	526.40	
	8201225*	Atomic 42" Round Table - Glass/Chrome.....	376.00	413.60	526.40	
	82028*	Geo End Table - Wood/Black Steel.....	288.00	316.80	403.20	
	82027*	Geo Cocktail Table - Wood/Black Steel.....	295.50	325.05	413.70	
	82035*	Geo End Table - Glass/Chrome.....	213.75	235.15	299.25	
	82034*	Geo Cocktail Table - Glass/Chrome.....	236.50	260.15	331.10	
	82054*	Sydney End Table - Black Laminate/Brushed Steel..	259.00	284.90	362.60	
	82055*	Sydney End Table - White Laminate/Brushed Steel..	259.00	284.90	362.60	
	82052*	Sydney Cocktail Table - Black Laminate/Brushed Steel.....	314.75	346.25	440.65	
	82053*	Sydney Cocktail Table - White Laminate/Brushed Steel.....	314.75	346.25	440.65	

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Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
<b>Occasional, End &amp; Cocktail Tables (continued)</b>						
_____	82075*	Regis End Table - Brushed Metal.....	263.75	290.15	369.25	_____
_____	82074*	Regis Bench Table - Brushed Metal.....	371.75	408.95	520.45	_____
_____	820844*	Aura Round Table - White Metal.....	143.50	157.85	200.90	_____
_____	82057*	Edge LED Cube Table-White Plastic/Clear Acrylic....	221.50	243.65	310.10	_____
_____	82043*	Geo Square-Round Table - Glass/Black Steel.....	341.50	375.65	478.10	_____
_____	82044*	Geo Square-Round Table - Glass/Chrome.....	341.50	375.65	478.10	_____
_____	82088*	Oliver End Table - Walnut Finish.....	256.25	281.90	358.75	_____
_____	82087*	Oliver Table - Walnut Finish.....	288.00	316.80	403.20	_____
_____	8201226*	Rustique Square Metal Bar Table - Gray.....	332.00	365.20	464.80	_____
<b>Conference Tables</b>						
_____	82041*	Geo Conference Table - Glass/Black Steel.....	470.75	517.85	659.05	_____
_____	82051*	Geo Conference Table - Glass/Chrome.....	420.25	462.30	588.35	_____
_____	820260*	Madison Conference Table - Gray Acajou.....	451.75	496.95	632.45	_____
_____	820708*	42" Round Conference Table - White Laminate.....	453.75	499.15	635.25	_____
_____	820203*	6' Oval Conference Table - Graphite Nebula.....	604.50	664.95	846.30	_____
_____	820261*	Madison 5' Conference Table - Gray Acajou.....	546.00	600.60	764.40	_____
_____	820262*	Madison 8' Conference Table - Gray Acajou.....	1,090.75	1,199.85	1,527.05	_____
_____	820263*	Madison 10' Conference Table - Gray Acajou.....	1,090.75	1,199.85	1,527.05	_____
_____	82058*	G30 Cafe Table - Maple w/ Grommets.....	555.25	610.80	777.35	_____
_____	82067*	G30 Cafe Table - Maple.....	555.25	610.80	777.35	_____
_____	82063*	G30 Cafe Table - White.....	555.25	610.80	777.35	_____
_____	820951*	Ventura Bar Table - Maple w/ Grommets.....	776.00	853.60	1,086.40	_____
_____	820952*	Ventura Communal Bar Table - Black.....	800.50	880.55	1,120.70	_____
_____	820953*	Ventura Bar Table - White w/ Grommets.....	776.00	853.60	1,086.40	_____
_____	820954*	Ventura Communal Bar Table - Maple.....	776.00	853.60	1,086.40	_____
_____	820956*	Ventura Communal Bar Table - White.....	776.00	853.60	1,086.40	_____
<b>Office</b>						
_____	84075*	Madison Desk - Gray Acajou.....	656.00	721.60	918.40	_____
_____	84077*	Madison Credenza - Gray Acajou.....	549.00	603.90	768.60	_____
_____	84078*	Madison Bookcase - Gray Acajou.....	466.50	513.15	653.10	_____
<b>Computer Desks/Tables</b>						
_____	820706*	Work Desk - White Laminate.....	387.25	426.00	542.15	_____
_____	820707*	Merlin Table - Gray Laminate.....	407.25	448.00	570.15	_____
<b>POWERED</b>						
<b>Powered Seating</b>						
_____	810120*	Naples Chair, Powered - Black Vinyl.....	749.75	824.75	1,049.65	_____
_____	830122*	Naples Loveseat, Powered - Black Vinyl.....	1,009.50	1,110.45	1,413.30	_____
_____	830121*	Naples Sofa, Powered - Black Vinyl.....	1,160.75	1,276.85	1,625.05	_____
_____	81021*	Roma Chair, Powered - White Vinyl.....	749.75	824.75	1,049.65	_____
_____	83017*	Roma Sofa, Powered - White Vinyl.....	1,160.75	1,276.85	1,625.05	_____
<b>Powered Tables</b>						
_____	820950*	Ventura Communal Bar Table, Powered - Black.....	990.50	1,089.55	1,386.70	_____
_____	820955*	Ventura Communal Bar Table, Powered - White.....	900.50	990.55	1,260.70	_____
_____	82071*	G30 Cafe Table, Powered - White.....	683.00	751.30	956.20	_____
_____	82069*	G30 Cafe Table w/ Grommets, Powered - White.....	554.00	609.40	775.60	_____

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Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
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**POWERED**

Powered Tables (continued)

_____	84083*	Tech Desk w/ 3 Drawer File Cabinet, Powered - Black Metal.....	684.00	752.40	957.60	_____
_____	84084*	Tech Desk, Powered - Black Metal.....	602.50	662.75	843.50	_____
_____	82076*	Sydney Cocktail Table, Powered - Black.....	465.50	512.05	651.70	_____
_____	82073*	Sydney Cocktail Table, Powered - White.....	465.50	512.05	651.70	_____

Powered Product Pedestals

_____	85060*	Powered Locking Pedestal 36" H, Black.....	543.75	598.15	761.25	_____
_____	85061*	Powered Locking Pedestal 36" H, White.....	543.75	598.15	761.25	_____
_____	85062*	Powered Locking Pedestal 42" H, Black.....	653.00	718.30	914.20	_____
_____	85063*	Powered Locking Pedestal 42" H, White.....	653.00	718.30	914.20	_____

**DISPLAY & ACCESSORIES**

Product Storage

_____	84080*	3 Door File Cabinet on Castors - Black .....	208.75	229.65	292.25	_____
_____	74082	File Cabinet w/Lock - Two Drawer - Standard Size..	255.00	280.50	357.00	_____
_____	74081	File Cabinet w/Lock - Four Drawer - Standard Size..	351.25	386.40	491.75	_____
_____	85020*	Posh Shelving w/ Chrome Frame - White.....	602.50	662.75	843.50	_____

Refrigerator

_____	75057	Small Refrigerator.....	342.00	376.20	478.80	_____
_____	8503001*	Refrigerator - White.....	865.25	951.80	1,211.35	_____

Lighting

_____	850707*	Mason Table Lamp - White/Brushed Silver.....	171.00	188.10	239.40	_____
_____	850708*	Mason Floor Lamp - White/Brushed Silver.....	254.25	279.70	355.95	_____

Display

_____	75020	Display Cylinder - Black - Low.....	213.25	234.60	298.55	_____
_____	75021	Display Cylinder - Black - Medium.....	227.75	250.55	318.85	_____
_____	75022	Display Cylinder - Black - High.....	257.50	283.25	360.50	_____
_____	75030	Display Cube - Black - 12" Small.....	241.00	265.10	337.40	_____
_____	75031	Display Cube - Black - 18" Medium.....	241.00	265.10	337.40	_____
_____	75032	Display Cube - Black - 24" Large.....	241.00	265.10	337.40	_____
_____	75079	Orion Computer Kiosk - Black.....	433.75	477.15	607.25	_____
_____	72056	Display Counter - Black.....	434.25	477.70	607.95	_____

Tablet Stand

_____	850714*	Mobile Tablet Stand - White.....	330.00	363.00	462.00	_____
_____	850715*	Mobile Tablet Stand - Black.....	330.00	363.00	462.00	_____

Tablet Stand Accessories

_____	850711*	Brochure Holder - Black.....	32.75	36.05	45.85	_____
_____	850712*	Wireless Printer Holder - Black.....	32.75	36.05	45.85	_____
_____	850713*	Charging Shelf - Black.....	32.75	36.05	45.85	_____

Accessories

_____	220121	Chrome Stanchion w/ 8' Retractable Belt.....	85.25	93.80	119.35	_____
_____	220118	Chrome Sign Holder.....	91.50	100.65	128.10	_____
_____	750135	Round Literature Rack.....	340.00	374.00	476.00	_____
_____	750136	Flat Literature Rack.....	240.75	264.85	337.05	_____

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Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
<b>DISPLAY &amp; ACCESSORIES</b>						

**Accessories (continued)**

_____	220109	Chrome Coat Tree.....	63.75	70.15	89.25	_____
_____	220134	Aluminum Easel.....	60.00	66.00	84.00	_____
_____	220110	Chrome Bag Rack.....	129.75	142.75	181.65	_____
_____	10201484	Floor Standing Bulletin Board.....	213.00	234.30	298.20	_____
_____	220106	Corrugated Wastebasket.....	17.50	19.25	24.50	_____
_____	220107	Wastebasket.....	24.75	27.25	34.65	_____

**Special Drape**

- Black    Blue    Brown    Green    Flax  
 Gold    Gray    Plum    Red    White

_____	12103	Special Drape 3'H (per ft.).....	16.50	18.15	23.10	_____
_____	12108	Special Drape 8'H (per ft.).....	18.50	20.35	25.90	_____

<b>TOTAL COST</b>		
_____	+	_____ = _____
Sub-Total	8.25% Tax	Total Cost

Taxes: Due to varying taxes across counties and cities for various categories, applicable taxes will be applied to your order accordingly based on the jurisdictions of the show city.

\*Asterisk indicates item is a Freeman Select furnishing

INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER

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COMPANY NAME: \_\_\_\_\_ BOOTH #: \_\_\_\_\_ BOOTH SIZE: \_\_\_\_\_ X

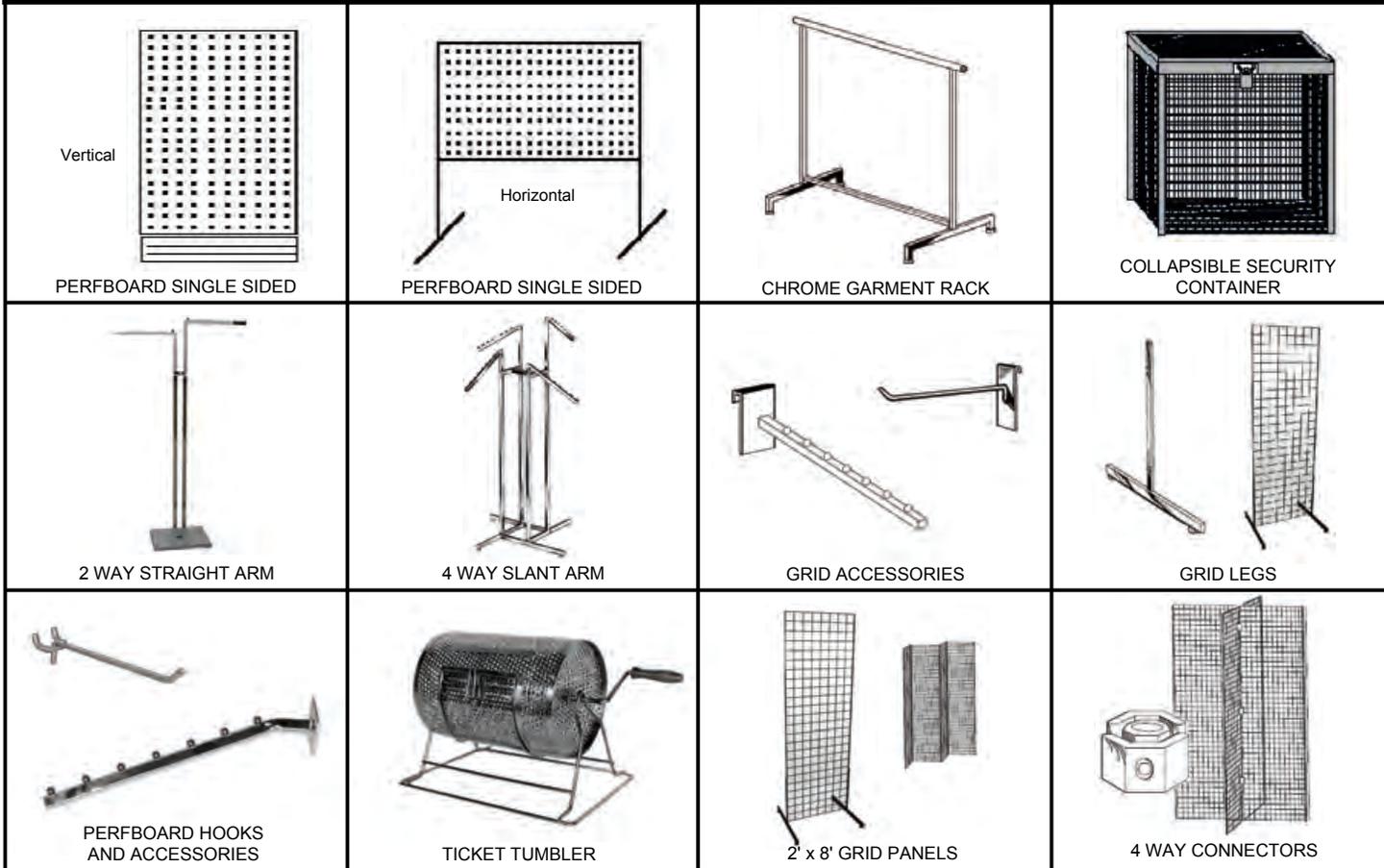
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## ACCESSORIES



Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
<b>PERFBOARDS / BULLETIN BOARDS</b>						
___	10201178	1M x 8'H Single Side-Vert (White)...	234.50	257.95	328.30	
___	10201179	1M x 8'H Single Side-Vert (Gray)...	N/A	N/A	N/A	
___	10201182	1/2 M x 8'H Single Side-Vert.....	176.50	194.15	247.10	
___	10201480	4' x 8' Single Side-Horz.....	234.50	257.95	328.30	
___	102040	4" Single Hook.....	3.15	3.45	4.40	
___	102060	6" Single Hook.....	3.15	3.45	4.40	
___	102080	8" Single Hook.....	3.15	3.45	4.40	
___	10205	12" Shelf Bracket.....	19.25	21.20	26.95	
___	10207	7-Ball Waterfall Arm.....	36.25	39.90	50.75	

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
<b>GRIDS</b>						
___	103028	Chrome Grid.....	100.50	110.55	140.70	
___	103010	Black Grid.....	100.50	110.55	140.70	
___	103011	White Grid.....	100.50	110.55	140.70	
___	103040	Grid Legs (Chrome).....	29.25	32.20	40.95	
___	103041	Grid Legs (Black).....	29.25	32.20	40.95	
___	103042	Grid Legs (White).....	29.25	32.20	40.95	
___	103030	Grid Connectors.....	36.25	39.90	50.75	

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
<b>GRIDS (continued)</b>						
___	10303	3-Ball Waterfall Arm.....	30.25	33.30	42.35	
___	10305	5-Ball Waterfall Arm.....	32.50	35.75	45.50	
___	10307	7-Ball Waterfall Arm.....	36.25	39.90	50.75	
___	10309	Cleaver Clip.....	5.90	6.50	8.25	
___	103044	4" Single Hook.....	3.15	3.45	4.40	
___	103046	6" Single Hook.....	3.15	3.45	4.40	
___	103048	8" Single Hook.....	3.15	3.45	4.40	

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
<b>ACCESSORIES</b>						
___	151010	Collapsible Security Container.....	352.25	387.50	493.15	
___	15905	Fish Bowl.....	34.50	37.95	48.30	
___	159011	Ticket Tumbler - Small.....	129.25	142.20	180.95	
___	10405	Garment Rack.....	140.75	154.85	197.05	
___	10404	4-way Slant Arm.....	176.50	194.15	247.10	
___	10403	2-way Straight Arm.....	140.25	154.30	196.35	

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

FREEMAN accessories

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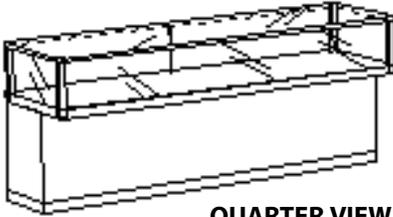
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**SHOWCASES**



**QUARTER VIEW**



**HALF VIEW**



**FULL VIEW**

**THE STANDARD WHITE LINE (Fluorescent)**

Fluorescent Lighting  
Sliding Doors w/Lock (No Mirrors)  
Solid Sides  
Matte White Formica Exterior  
Closed Storage area (Quarter & Half View Cases)  
Available in 4', 5', and 6' lengths & 34" Corner Cases  
**Available in Quarter, Half & Full View**

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
___	101044	4' Quarter View Fluorescent....	506.75	557.45	709.45	_____
___	101052	5' Quarter View Fluorescent....	506.75	557.45	709.45	_____
___	101062	6' Quarter View Fluorescent....	506.75	557.45	709.45	_____
___	101042	4' Half Fluorescent.....	506.75	557.45	709.45	_____
___	101050	5' Half Fluorescent.....	506.75	557.45	709.45	_____
___	101060	6' Half Fluorescent.....	506.75	557.45	709.45	_____
___	101043	4' Full Fluorescent.....	506.75	557.45	709.45	_____
___	101051	5' Full Fluorescent.....	506.75	557.45	709.45	_____
___	101061	6' Full Fluorescent.....	506.75	557.45	709.45	_____
___	101092	Corner Quarter View.....	557.25	613.00	780.15	_____
___	101090	Corner Half View.....	557.25	613.00	780.15	_____

**THE DESIGNER LINE (Fluorescent or Halogen)**

Fluorescent Lighting (Quarter & Half view)  
Halogen Lighting (Quarter View Only)  
Mirrored Sliding Doors w/Lock  
Glass Sides  
Brushed Silver Frame  
Textured Gray Formica Exterior  
Rear Storage w/Locked Sliding Doors  
Available in 4', 5', and 6' lengths & 34" Corner Cases  
**Available in Quarter & Half View**

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
___	1012400	4' Quarter View Fluorescent....	562.50	618.75	787.50	_____
___	1012500	5' Quarter View Fluorescent....	562.50	618.75	787.50	_____
___	1012600	6' Quarter View Fluorescent....	562.50	618.75	787.50	_____
___	1012401	4' Half View Fluorescent.....	562.50	618.75	787.50	_____
___	1012501	5' Half View Fluorescent.....	562.50	618.75	787.50	_____
___	1012601	6' Half View Fluorescent.....	562.50	618.75	787.50	_____
___	1011400	4' Quarter View Halogen.....	677.75	745.55	948.85	_____
___	1011500	5' Quarter View Halogen.....	677.75	745.55	948.85	_____
___	1011600	6' Quarter View Halogen.....	677.75	745.55	948.85	_____
___	101214	Corner Quarter View Fluorescent	605.75	666.35	848.05	_____
___	101212	Corner Half View Fluorescent	605.75	666.35	848.05	_____
___	101142	Corner Quarter View Halogen	733.25	806.60	1,026.55	_____

**THE DELUXE LINE (Fluorescent)**

Fluorescent Lighting  
Mirrored Sliding Doors w/Lock  
Glass Sides  
Polished Bronze Frame  
Glossy Black Formica Exterior  
Rear Storage w/Locked Sliding Doors  
Available in 4', 5', and 6' lengths & 34" Corner Cases  
**Available in Quarter & Half View**

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
___	1014111	4' Quarter View Fluorescent....	587.00	645.70	821.80	_____
___	1014121	5' Quarter View Fluorescent....	587.00	645.70	821.80	_____
___	1014131	6' Quarter View Fluorescent....	587.00	645.70	821.80	_____
___	1014110	4' Half View Fluorescent.....	587.00	645.70	821.80	_____
___	1014120	5' Half View Fluorescent.....	587.00	645.70	821.80	_____
___	1014130	6' Half View Fluorescent.....	587.00	645.70	821.80	_____
___	1014101	Corner Quarter View.....	630.25	693.30	882.35	_____
___	1014100	Corner Half View.....	630.25	693.30	882.35	_____

**THE ELITE LINE (Halogen)**

Halogen Lighting  
Mirrored Sliding Doors w/Lock  
Glass Sides  
Brushed Gold Frame  
Green w/Etched Verdigris Formica Exterior  
Rear Storage w/Locked Sliding Doors  
Available in 4', 5', and 6' lengths & 34" Corner Cases  
**Available in Quarter & Half View**

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
___	1013400	4' Quarter View Halogen.....	677.75	745.55	948.85	_____
___	1013500	5' Quarter View Halogen.....	677.75	745.55	948.85	_____
___	1013600	6' Quarter View Halogen.....	677.75	745.55	948.85	_____
___	1013401	4' Half View Halogen.....	677.75	745.55	948.85	_____
___	1013501	5' Half View Halogen.....	677.75	745.55	948.85	_____
___	1013601	6' Half View Halogen.....	677.75	745.55	948.85	_____
___	101314	Corner Quarter View.....	733.25	806.60	1,026.55	_____
___	101312	Corner Half View.....	733.25	806.60	1,026.55	_____

**TOTAL COST**

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

# FROM THE GROUND UP

Engage your audience from the moment they set foot in your exhibit with Freeman's custom carpets. Our colorfast carpeting boasts a consistent shade every time and the padding exceeds industry standards, ensuring that you'll be floored by the quality. Freeman's custom options include borders, patterns and logo applications in both our classic and prestige carpeting lines.

- Colorfast carpet technology guarantees a uniform and professional look throughout the life of your exhibit
- Diverse customization options guarantee the fulfillment of your brand standards
- All carpet and padding is manufactured with recycled material
- Rental prices are all-inclusive so there are never hidden charges for material handling or pickup
- Renting carpet from Freeman minimizes your shipping footprint



Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to [freeman.com](http://freeman.com)

# PRESTIGE CARPET

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

Freeman's prestige carpet packages include new 10-foot-wide carpet, delivery, Visqueen covering, installation, carpet tape, carpet removal and all carpet material handling fees. Prestige carpet is one time use. The carpet for your booth will be brand new and recycled at the end of the show. Price includes environmentally friendly disposal of carpet after usage. Foam carpet padding is available for a minimal fee. If you have a large order, please contact us to see if volume discounts may apply.

## Custom Options

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



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

# CLASSIC CARPET

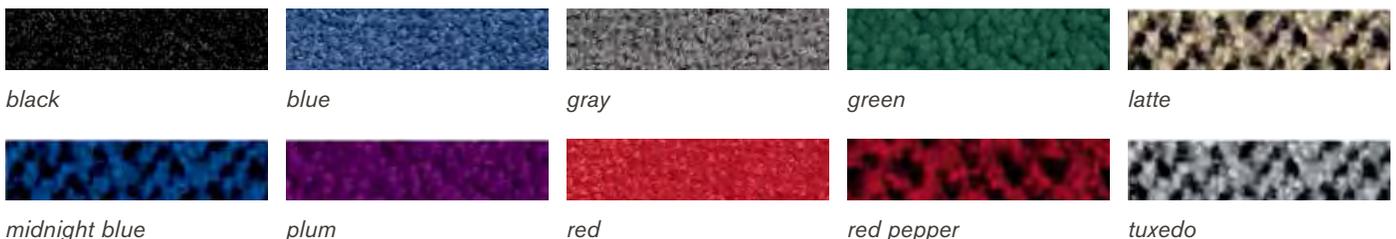
## Custom Cut

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

Freeman Classic carpet is reused a minimum of four times before retired from inventory and recycled. Darker colored carpets such as black and gray, as well as the two-toned carpet are made of 20-25% recycled content.

## Standard Cut

Our classic carpet comes in a variety of sizes. Prices include delivery, installation, carpet tape, carpet removal and all carpet material handling fees. Foam carpet padding and Visqueen covering are available for a minimal fee.



*Actual colors may vary slightly*

INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **MJBizCon Fall 2018 / November 14-16, 2018**

COMPANY NAME: \_\_\_\_\_ BOOTH #: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_ PHONE #: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

For Assistance, please call 702-579-1700 to speak with one of our experts.

- **Booth package includes black classic carpet (without padding).**
- **Orders received after the deadline date or without payment will be charged the Standard Price.**
- **All utility lines must be installed before carpet installation. Utilities should be ordered in advance.**
- **Pricing includes delivery, material handling, installation and removal.**
- **All carpets, padding and plastic covering contain recycled content and are recyclable.**

For fast, easy ordering, go to [www.freeman.com](http://www.freeman.com)

## 10' CLASSIC CARPET, PADDING AND PLASTIC COVERING

### CHOOSE YOUR CARPET COLOR:

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

Qty	Description	Online	Discount	Standard	Total
_____	10' x 10' Classic Carpet .....	\$323.75	\$356.15	\$453.25	\$ _____
_____	10' x 20' Classic Carpet .....	\$647.50	\$712.25	\$906.50	\$ _____
_____	10' x 30' Classic Carpet .....	\$971.25	\$1,068.40	\$1,359.75	\$ _____
_____	10' x 40' Classic Carpet .....	\$1,295.00	\$1,424.50	\$1,813.00	\$ _____
_____	10' x 10' Carpet Padding - Single Layer .....	\$106.00	\$116.60	\$148.40	\$ _____
_____	10' x 20' Carpet Padding - Single Layer .....	\$212.00	\$233.20	\$296.80	\$ _____
_____	10' x 30' Carpet Padding - Single Layer .....	\$318.00	\$349.80	\$445.20	\$ _____
_____	10' x 40' Carpet Padding - Single Layer .....	\$424.00	\$466.40	\$593.60	\$ _____
_____	10' x 10' Carpet Padding - Double Layer .....	\$212.00	\$233.20	\$296.80	\$ _____
_____	10' x 20' Carpet Padding - Double Layer .....	\$424.00	\$466.40	\$593.60	\$ _____
_____	10' x 30' Carpet Padding - Double Layer .....	\$636.00	\$699.60	\$890.40	\$ _____
_____	10' x 40' Carpet Padding - Double Layer .....	\$848.00	\$932.80	\$1,187.20	\$ _____
_____	Plastic Covering (price per sq ft).....	\$0.70	\$0.75	\$1.00	\$ _____

## 9' CLASSIC CARPET, PADDING AND PLASTIC COVERING \*\*

### CHOOSE YOUR CARPET COLOR:

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

Qty	Description	Online	Discount	Standard	Total
_____	9' x 10' Classic Carpet .....	\$190.25	\$209.30	\$266.35	\$ _____
_____	9' x 20' Classic Carpet .....	\$380.50	\$418.55	\$532.70	\$ _____
_____	9' x 30' Classic Carpet .....	\$570.75	\$627.85	\$799.05	\$ _____
_____	9' x 40' Classic Carpet .....	\$761.00	\$837.10	\$1,065.40	\$ _____
_____	9' x 10' Carpet Padding - Single Layer .....	\$95.50	\$105.05	\$133.70	\$ _____
_____	9' x 20' Carpet Padding - Single Layer .....	\$191.00	\$210.10	\$267.40	\$ _____
_____	9' x 30' Carpet Padding - Single Layer .....	\$286.50	\$315.15	\$401.10	\$ _____
_____	9' x 40' Carpet Padding - Single Layer .....	\$382.00	\$420.20	\$534.80	\$ _____
_____	9' x 10' Carpet Padding - Double Layer .....	\$191.00	\$210.10	\$267.40	\$ _____
_____	9' x 20' Carpet Padding - Double Layer .....	\$382.00	\$420.20	\$534.80	\$ _____
_____	9' x 30' Carpet Padding - Double Layer .....	\$573.00	\$630.30	\$802.20	\$ _____
_____	9' x 40' Carpet Padding - Double Layer .....	\$764.00	\$840.40	\$1,069.60	\$ _____
_____	Plastic Covering (price per sq ft).....	\$0.70	\$0.75	\$1.00	\$ _____

\*\* 9' carpet is laid toward the front edge, leaving 1' at the back of the booth for access to utility ports. \*\*

### TOTAL COST

Sub-Total \_\_\_\_\_ + Tax (8.25%) \_\_\_\_\_ = TOTAL \_\_\_\_\_

INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **MJBizCon Fall 2018 / November 14-16, 2018**

COMPANY NAME: \_\_\_\_\_ BOOTH #: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_ PHONE #: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

For Assistance, please call 702-579-1700 to speak with one of our experts.

- **Guaranteed new, high-quality carpet.**
- **Orders received after the deadline date or without payment will be charged the Standard Price and are subject to availability.**
- **Prestige and Custom Cut Classic Carpet are subject to a 100% Cancellation Charge.**
- **All utility lines must be installed before carpet installation. Utilities should be ordered in advance.**
- **All carpets, padding and plastic covering contain recycled content and are recyclable.**

For fast, easy ordering, go to [www.freeman.com](http://www.freeman.com)

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

- Order Custom Cut Classic Carpet by the sq. ft. if your size is not listed on the standard size order form.

Sample: Booth Size: 10 x 25 = 250 sq. ft. @ \$3.40 \$ \_\_\_\_\_

**CHOOSE YOUR CARPET COLOR:**

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

<b>16 oz. Carpet Rental</b> - Price per sq. ft. (100 sq. ft. minimum)		<b>Online</b>	<b>Discount</b>	<b>Standard</b>	<b>Total</b>
Per sq. ft.	Booth Size: _____ x _____ = _____ sq.ft. @	<b>\$ 3.40</b>	<b>\$ 3.75</b>	<b>\$ 4.75</b>	\$ _____

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

**CHOOSE YOUR CARPET COLOR - 28 oz. Carpet:**

Black  Cardinal  Charcoal  Cream  Gray Pearl  
 Navy  Toast  Wedgewood  White

<b>28 oz. Carpet Rental</b> - Price per sq. ft. (100 sq. ft. minimum)		<b>Online</b>	<b>Discount</b>	<b>Standard</b>	<b>Total</b>
1 - 700 sq. ft.	Booth Size: _____ x _____ = _____ sq.ft. @	<b>\$ 4.00</b>	<b>\$ 4.40</b>	<b>\$ 5.60</b>	\$ _____
Over 700 sq. ft.	Booth Size: _____ x _____ = _____ sq.ft. @	<b>\$ 3.70</b>	<b>\$ 4.05</b>	<b>\$ 5.20</b>	\$ _____

**CHOOSE YOUR CARPET COLOR - 40 oz. Carpet:**

Black  Charcoal  Gray Pearl  Navy  White

<b>40 oz. Carpet Rental</b> - Price per sq. ft. (100 sq. ft. minimum)		<b>Online</b>	<b>Discount</b>	<b>Standard</b>	<b>Total</b>
1 - 700 sq. ft.	Booth Size: _____ x _____ = _____ sq.ft. @	<b>\$ 4.80</b>	<b>\$ 5.30</b>	<b>\$ 6.70</b>	\$ _____
Over 700 sq. ft.	Booth Size: _____ x _____ = _____ sq.ft. @	<b>\$ 4.15</b>	<b>\$ 4.55</b>	<b>\$ 5.80</b>	\$ _____

**CARPET PADDING** - includes delivery, material handling, installation and removal

- Order padding by the sq. ft. if your size is not listed on the standard size order form.

Sample: Booth Size: 10 x 25 = 250 sq. ft. @ \$1.15 \$ \_\_\_\_\_

Qty	Description	Online	Discount	Standard	Total
_____	Carpet Padding (90 - 700 sq ft) (price per sq. ft.) .....	<b>1.15</b>	1.25	1.60	\$ _____
_____	Carpet Padding (Over 700 sq ft) (price per sq. ft.) .....	<b>0.90</b>	1.00	1.25	\$ _____
_____	Double Carpet Padding (90 - 700 sq ft) (price per sq. ft.) .....	<b>2.30</b>	2.55	3.20	\$ _____
_____	Double Carpet Padding (Over 700 sq ft) (price per sq. ft.) .....	<b>1.80</b>	2.00	2.50	\$ _____

**TOTAL COST**

Sub-Total \_\_\_\_\_ + Tax (8.25%) \_\_\_\_\_ = TOTAL \_\_\_\_\_

FREEMAN cut to size carpet  
Take advantage of the Online price by ordering at [www.freeman.com](http://www.freeman.com) before OCTOBER 22, 2018.

INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **MJBizCon Fall 2018 / November 14-16, 2018**

COMPANY NAME: \_\_\_\_\_ BOOTH #: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_ PHONE #: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

For Assistance, please call 702-579-1700 to speak with one of our experts.

For fast, easy ordering, go to [www.freeman.com](http://www.freeman.com)

## CLEANING SERVICES

- **Cleaning in an exclusive service. This includes all floor services and trash removal.**
- Prices are based on total square footage of booth regardless of area to be cleaned.
- **Show Site Prices will apply to all cleaning orders placed at show site.**

### BOOTH VACUUMING (per sq ft - 100 sq ft minimum)

Qty	Part#	Description	Advance Price	Show Site Price	Total
-----	-------	-------------	---------------	-----------------	-------

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

_____	610100	Booth Vacuuming - One Time .....	\$0.44	.....\$0.60	\$ _____
_____	610200	Booth Vacuuming - 2 Days .....	\$0.83	.....\$1.15	\$ _____
_____	610300	Booth Vacuuming - 3 Days .....	\$1.23	.....\$1.70	\$ _____

### SHAMPOOING (per sq ft - 100 sq ft minimum)

Qty	Part#	Description	Advance Price	Show Site Price	Total
-----	-------	-------------	---------------	-----------------	-------

_____	630100	Shampoo Carpet - One Time .....	\$0.74	.....\$1.05	\$ _____
_____	630200	Shampoo Carpet - 2 Days .....	\$1.48	.....\$2.05	\$ _____
_____	630300	Shampoo Carpet - 3 Days .....	\$2.22	.....\$3.10	\$ _____

### FLOOR SURFACE CLEANING (per sq ft - 100 sq ft minimum)

Qty	Part#	Description	Advance Price	Show Site Price	Total
-----	-------	-------------	---------------	-----------------	-------

_____	690100	Floor Surface Cleaning - One Time .....	\$0.47	.....\$0.65	\$ _____
_____	690200	Floor Surface Cleaning - 2 Days.....	\$0.94	.....\$1.30	\$ _____
_____	690300	Floor Surface Cleaning - 3 Days.....	\$1.41	.....\$1.95	\$ _____

### PORTER SERVICE (per day)

Qty	Part#	Description	Advance Price	Show Site Price	Total
-----	-------	-------------	---------------	-----------------	-------

- Includes emptying of your booth's wastebasket(s) and policing of your exhibit area at two-hour intervals during show hours.

_____	620500	Exhibit Area / Under 500 sq. ft. ....	\$135.25	.....\$189.35	\$ _____
_____	6201500	Exhibit Area / 501 - 1,500 sq. ft. ....	\$168.00	.....\$235.20	\$ _____
_____	6202500	Exhibit Area / 1,501 - 2,500 sq. ft.....	\$196.75	.....\$275.45	\$ _____
_____	6203500	Exhibit Area / Over 2,500 sq. ft. ....	Quoted on Request		\$ _____

### TOTAL COST

Sub-Total \_\_\_\_\_ + Tax (8.25%) **N/A** = TOTAL \_\_\_\_\_

# FIT TO PRINT

SmartFabric® is a triple-layered fabric made of 100 percent polyester that's ideal for printed graphics. It's an extremely versatile all-in-one fabric and has been treated to meet NFPA 701 small-scale flammability standards. This lightweight material provides an easy way to make a big impact and has a small shipping footprint to reduce your shipping cost and carbon emissions.



\* Client to provide print-ready artwork, or Freeman can design artwork for an additional fee.

## SMARTFABRIC® RENTAL EXHIBITS



**10 x 10 ft. unit**

**GRAPHIC SIZE**

116"W 92.5"H



**10 x 20 ft. unit**

**GRAPHIC SIZE**

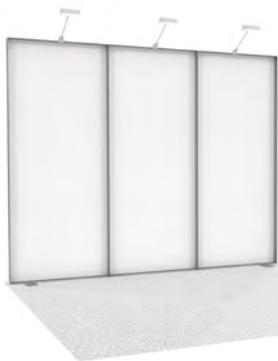
233.5"W 92.5"H

### RENTAL EXHIBITS INCLUDE:

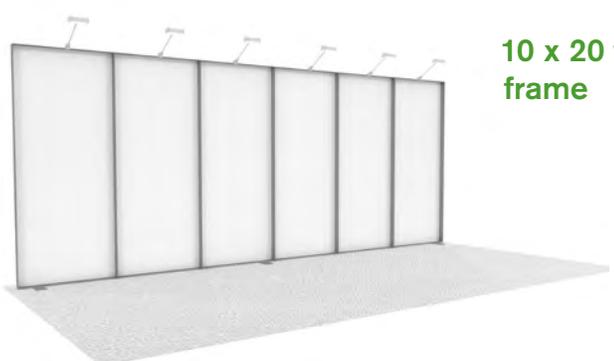
- Custom Fabric Graphic\* with zippered carrying case (fabric graphic purchased to keep)
- Rental Frame, a 100% recyclable structure
- 9' x 10' or 9' x 20' Classic Carpet (color selections on page 3)
- Exhibit Installation & Dismantle
- Exhibit Material Handling
- Nightly Vacuuming
- 3 Arm Lights per 10' Booth
- 6 Arm Lights per 20' Booth
- Power for lights only

## FRAME ONLY UNIT

If you rented a SmartFabric booth previously, you own the graphic. For subsequent shows, all you need to do is rent the frame. We will install your fabric graphic over the frame.\*\*



**10 x 10 ft. frame**



**10 x 20 ft. frame**

### RENTAL EXHIBITS INCLUDE:

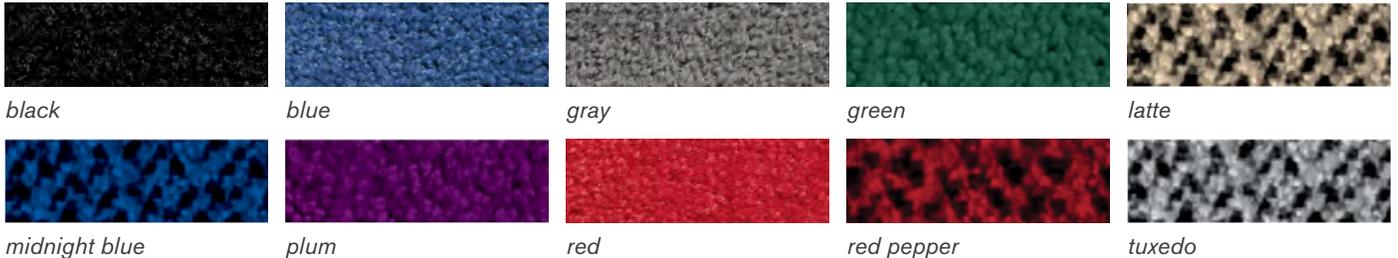
- Rental Frame
- 9' x 10' or 9' x 20' Classic Carpet (color selections on page 3)
- Exhibit Installation & Dismantle
- Exhibit Material Handling
- Nightly Vacuuming
- 3 Arm Lights per 10' Booth
- 6 Arm Lights per 20' Booth
- Power for lights only

\*Client to provide print-ready artwork, or Freeman can design artwork for an additional fee. \*\*Only Freeman SmartFabric will be installed on the frame.

## CLASSIC CARPET

Freeman Classic carpet is reused a minimum of four times before being retired from inventory and recycled. Darker-colored carpets such as black and gray, as well as two-toned carpets, are made of 20-25 percent recycled content.

**9' x 10' or 9' x 20' (16 oz.)** – Color Options Included with Rental Package Options

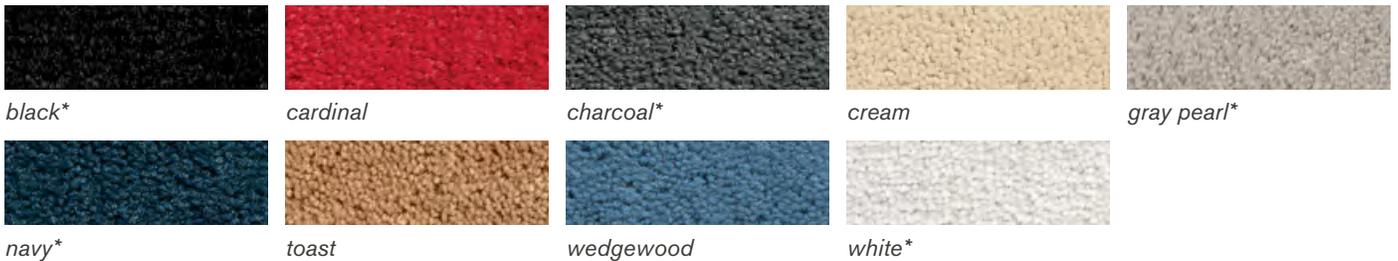


9' carpet is laid toward the front edge, leaving 1' at the back of the booth for utility port access. Actual colors may vary slightly.

## PRESTIGE CARPET

Prestige carpet is for one time use. The carpet for your booth will be brand new and recycled at the end of the show. Renting carpet from Freeman minimizes your shipping footprint.

**(28 oz.)** – Available Upgrade Color Options



\*Colors available in both 28 oz. and 40 oz. Actual colors may vary slightly.

## OPTIONAL ACCESSORIES

### SMARTFABRIC® ZIPPERED CARRYING CASE

20"W | 8"H | 16"D

One SmartFabric zipper bag is included with purchase.



### CLEAR ACRYLIC SHELF

36"W | .25"H | 12"D

(holds up to 15 lbs each)



## CUSTOM GRAPHICS

An exhibitor sales specialist will contact you to review the process for providing your own graphic files or options for using our graphic design services to design your back wall.

## FREEMAN SUSTAINABILITY FOCUS

 This solution is a clean footprint booth. This rental unit includes a 100 percent recyclable aluminum frame. All flooring, lighting, furniture, and booth structure will go back into inventory to be reused or recycled.

# FREEMAN

6555 West Sunset Rd  
Las Vegas, NV 89118  
(702) 579-1700 Fax: (469) 621-5604



DISCOUNT PRICE  
DEADLINE DATE  
OCTOBER 22, 2018

INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **MJBizCon Fall 2018 / November 14-16, 2018**

COMPANY NAME: \_\_\_\_\_ BOOTH #: \_\_\_\_\_ BOOTH SIZE: X

CONTACT NAME : \_\_\_\_\_ PHONE #: \_\_\_\_\_

E-MAIL ADDRESS : \_\_\_\_\_

For Assistance, please call (702) 579-1700 to speak with one of our experts.

For fast, easy ordering, go to [www.freeman.com](http://www.freeman.com)

## SMARTFABRIC EXHIBIT

SmartFabric Exhibits provide a custom printed fabric graphic to keep and reuse on future events.



### SmartFabric Rental Exhibit Includes:

- 116.5" X 92.5" Custom Fabric Graphic (Purchased item to keep)
- Carrying Case for Graphic (To carry the purchased fabric graphic)
- Classic Carpet 9' X 10' or 9' X 20' (Select color below)
- Installation & Dismantle of Exhibit
- Material Handling of Exhibit
- Nightly Vacuuming
- 3-Arm Lights (per 10 ft.)
- Power for LIGHTS only

Classic Carpet:  Black  Blue  Gray  Green  Latte  
 Midnight Blue  Plum  Red  Red Pepper  Tuxedo

Qty	Description	Discount	Standard	Total
_____	10' x 10' SmartFabric Exhibit.....	\$ 2,155.00	\$ 3,017.00	_____
_____	10' x 20' SmartFabric Exhibit.....	\$ 4,155.00	\$ 5,817.00	_____

## CUSTOM GRAPHICS

A Freeman Exhibitor Sales Specialist will be contacting you to review the process for providing graphic files and helpful tips that will ensure a successful graphic print.

## FRAME ONLY UNIT

The SmartFabric frame only unit is for exhibitors who have previously rented the SmartFabric exhibit (above) and have the fabric graphic ready for reuse. If you need a new graphic made, please select the SmartFabric Rental Exhibit (above). No fabric graphics will be printed without the rental unit.



### Frame Only Unit Includes:

- Classic Carpet 9' X 10' or 9' X 20' (Select color below)
- Installation & Dismantle of Exhibit
- Material Handling of Exhibit
- Nightly Vacuuming
- 3-Arm Lights (per 10 ft.)
- Power for LIGHTS only

Classic Carpet:  Black  Blue  Gray  Green  Latte  
 Midnight Blue  Plum  Red  Red Pepper  Tuxedo

Qty	Description	Discount	Standard	Total
_____	10' x 10' Frame Only Unit.....	\$ 1,410.00	\$ 1,974.00	_____
_____	10' x 20' Frame Only Unit.....	\$ 2,350.00	\$ 3,290.00	_____

## ACCESSORIES

Qty	Description	Discount	Standard	Total
_____	SmartFabric Arm Light .....	\$ 65.00	\$ 91.00	_____
_____	SmartFabric Acrylic Shelf (supports up to 15 lbs).....	\$ 150.00	\$ 210.00	_____
_____	SmartFabric Carrying Case (purchase).....	\$ 20.00	\$ 28.00	_____

## QUICK TIPS

• Orders received after the deadline or without payment will be charged the Standard price and are subject to availability. All graphics are subject to a 100% cancellation charge once production begins.

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

\*\*9' carpet is laid toward the front edge, leaving 1' at the back of the booth for access to utility ports.\*\*

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

# RENTAL EXHIBITS THAT IMPRESS

When it comes to designing your exhibit, effective solutions don't require expensive investments. Take the stress out of your upcoming show with a rental exhibit from Freeman. With quality rental options that meet your budget requirements, we'll have you exhibit ready at a moment's notice, without the hassle of ownership.

**PACKAGE 1**



10 X 20



10 X 10

**PACKAGE 1 UPGRADE OPTIONS**

With Graphics and Cabinet

10 X 10



# FREEMAN

## PACKAGE 2



10 X 20



10 X 10

## PACKAGE 3



10 X 20



10 X 10

## PACKAGE 4



10 X 20



10 X 10

**PACKAGE 2 UPGRADE OPTIONS**

With Graphics and Cabinet

10 X 10



**PACKAGE 3 UPGRADE OPTIONS**

With Graphics and Cabinet

10 X 10



**PACKAGE 4 UPGRADE OPTIONS**

With Graphics and Cabinet

10 X 10



# FREEMAN

## PACKAGE 5



10 X 20



10 X 10

## PACKAGE 6



10 X 20



10 X 10

## PACKAGE 5 UPGRADE OPTIONS

With Graphics and Cabinet

10 X 10



## PACKAGE 6 UPGRADE OPTIONS

With Graphics and Cabinet

10 X 10



# FREEMAN

There are upgrade options available that allow you to change the panels to slatwall, add shelves, change the metal color and add cabinets as a storage option with the dual purpose of a reception counter.



10 X 10

**SLATWALL**



10 X 10

**COLORED PANELS**



10 X 10

**SHELVES**



10 X 10

**BLACK METAL**

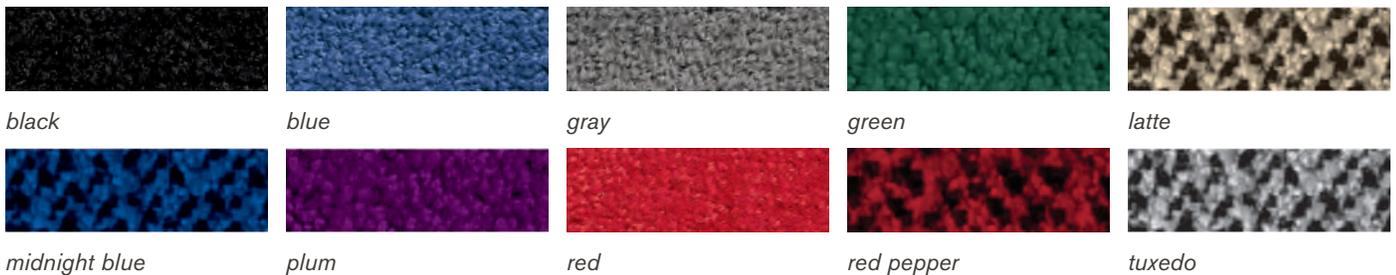


**CABINETS**

## Booth Panel Options – Color Options Included with Rental Package



## Classic Carpet (16 oz.) – Color Options Included with Rental Package Options. Darker colored Classic carpet is made of 25-50% recycled content.



9' carpet is laid toward the front edge, leaving 1' at the back of the booth for utility port access. Actual colors may vary slightly.

## Prestige Carpet (28 oz.) – Available Upgrade Color Options



\*Colors available in both 28 oz. and 40 oz. Actual colors may vary slightly.

## Rental Exhibits Include:

- 9x10 or 9x20 Classic Carpet
- Exhibit Installation & Dismantle
- Exhibit Material Handling
- Nightly Vacuuming
- 2-arm lights per 10' Booth
- Power (500 watts) for LIGHTS only (and Labor to hang lights)

## questions?

All packages can be customized or modified to fit your specific needs. To speak with an Exhibitor Sales Specialist, call the number listed on the Quick Facts.



## “CLEAN FOOTPRINT” MATERIALS

When you select “Clean Footprint” materials for your booth we will use only materials that can be reused or recycled. All flooring, lighting, furniture, and booth structure will go back into inventory to be reused again. Your personalized graphic panels used in the booth will be printed on reusable and 100% recyclable substrate such as Freeman honeycomb, conerd board and reboard. Using a Freeman rental unit includes 100% recyclable aluminum in the structure and virtually eliminates your shipping footprint and carbon emissions.

INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **MJBizCon Fall 2018 / November 14-16, 2018**

COMPANY NAME: \_\_\_\_\_ BOOTH #: \_\_\_\_\_ BOOTH SIZE: \_\_\_\_\_ X

CONTACT NAME : \_\_\_\_\_ PHONE #: \_\_\_\_\_

E-MAIL ADDRESS : \_\_\_\_\_

For Assistance, please call **(702) 579-1700** to speak with one of our experts.

For fast, easy ordering, go to [www.freeman.com](http://www.freeman.com)

**All Exhibits Include:** installation & dismantle of exhibit, material handling of exhibit, 9' x 10' or 9' x 20' classic carpet with nightly vacuuming, 2 arm lights (per 10' unit), power (500 watts) for lights ONLY and labor to hang arm lights.

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

## RENTAL EXHIBITS

			Discount Price	Standard Price			Discount Price	Standard Price
Package 1	<input type="checkbox"/>	10' x 10'	3,933.50	5,506.90	<input type="checkbox"/>	10' x 20'	6,453.00	9,034.20
Package 2	<input type="checkbox"/>	10' x 10'	2,675.00	3,745.00	<input type="checkbox"/>	10' x 20'	4,439.25	6,214.95
Package 3	<input type="checkbox"/>	10' x 10'	3,758.50	5,261.90	<input type="checkbox"/>	10' x 20'	5,522.75	7,731.85
Package 4	<input type="checkbox"/>	10' x 10'	4,627.75	6,478.85	<input type="checkbox"/>	10' x 20'	8,434.75	11,808.65
Package 5	<input type="checkbox"/>	10' x 10'	3,249.75	4,549.65	<input type="checkbox"/>	10' x 20'	5,403.50	7,564.90
Package 6	<input type="checkbox"/>	10' x 10'	3,092.00	4,328.80	<input type="checkbox"/>	10' x 20'	4,568.00	6,395.20

## CHOOSE YOUR PANEL

- Black Fabric    
  Blue Fabric    
  Gray Fabric    
  White Hardwall    
  White Perfboard

## CARPET

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

Check color choice

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

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

## LIGHTING

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

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

Additional power must be ordered separately.

## HEADER IDENTIFICATION SIGN

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

- Black      Blue      Brown      Burgundy      PMS Color \_\_\_\_\_  
 Red      Teal      White      Green      Font Type \_\_\_\_\_

Indicate exactly how you want your company name to appear:

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

## ENHANCE YOUR EXHIBIT

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

- Slatwall & Shelves      Cabinets & Counters      Specialty Colored Metal      Recyclable Graphics  
 Colored Panels      Creating a Custom Exhibit      Graphics & Custom Logo      White Eco-Board

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

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

INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **MJBizCon Fall 2018 / November 14-16, 2018**

COMPANY NAME: \_\_\_\_\_ BOOTH #: \_\_\_\_\_

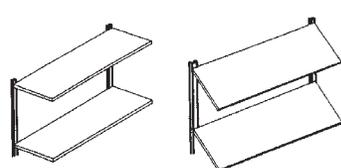
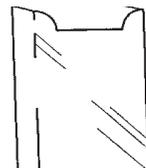
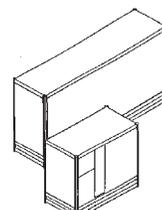
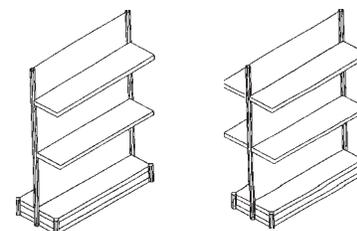
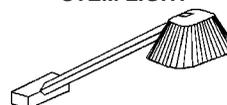
CONTACT NAME: \_\_\_\_\_ PHONE #: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

For Assistance, please call 702-579-1700 to speak with one of our experts.

For fast, easy ordering, go to [www.freeman.com](http://www.freeman.com)

## ACCESSORIES FOR RENTAL UNITS

<p><b>STRAIGHT AND ANGLED SHELVES</b></p> 	<p><b>RADIUS COUNTER</b> (Does Not Have Doors)</p> 	<p><b>LITERATURE POCKETS</b> (Plexiglass)</p> 	<p><b>COUNTERS &amp; CABINETS</b></p> 
<p><b>GONDOLAS</b></p> 	<p>(Lights may only be used on rentals. Electrical service &amp; labor to install lights is not included.)</p> <p><b>STEM LIGHT</b></p>  <p><b>TRACKLIGHT</b></p> 	<p><b>WIRE WALL PANELS</b> (Available in Black or White) Usable Surface: 36" w x 86" h Overall Size: 41-3/16" w x 96" h x 28" d</p> 	<p><b>SLAT WALL PANELS</b> (Available in White) Usable Surface: 37-1/2" x 86-1/4" Overall Size: 41-3/16" w x 96" h x 28" d</p> 

Qty	Part #	Description	Discount Price	Standard Price	Total
<b>LIGHT FIXTURES</b>					
<i>(electrical service &amp; labor to install lights not included)</i>					
___	172512	Stem Light .....	182.00	254.80	___
___	172514	4' Tracklight (3 lights).....	369.25	516.95	___
<b>CABINETS &amp; COUNTERS</b>					
Cabinets					
<input type="checkbox"/> Black Fabric <input type="checkbox"/> Blue Fabric <input type="checkbox"/> Gray Fabric <input type="checkbox"/> White PVC					
___	17305	1M x 36" High Cabinet .....	472.75	661.85	___
___	17306	1M x 42" High Counter.....	472.75	661.85	___
___	17308	2M x 36" High Cabinet .....	586.00	820.40	___
___	17309	2M x 42" High Counter.....	586.00	820.40	___
___	173010	1M x 36" High Radius Cabinet ...	675.75	946.05	___
___	173011	1M x 42" High Radius Counter ...	675.75	946.05	___
<b>GONDOLAS</b>					
Gondolas					
<input type="checkbox"/> Blue Fabric <input type="checkbox"/> Black Fabric <input type="checkbox"/> Gray Fabric <input type="checkbox"/> Perfbord <input type="checkbox"/> White PVC					
___	174541	Single Sided 1M x 4' High.....	451.25	631.75	___
___	174542	Double Sided 1M x 4' High.....	599.50	839.30	___
___	174581	Single Sided 1M x 8' High.....	550.00	770.00	___
___	174582	Double Sided 1M x 8' High.....	700.50	980.70	___
<b>SHELVES</b>					
___	17201	Straight Shelf - 1M.....	66.75	93.45	___
___	17206	Angled Shelf - 1M .....	66.75	93.45	___

Qty	Part #	Description	Discount Price	Standard Price	Total
<b>WIRE WALL</b>					
Wire Wall					
<input type="checkbox"/> Black <input type="checkbox"/> White					
___	173518	1M x 8' High Wire Wall .....	599.50	839.30	___
___	17353	3-Ball Waterfall .....	32.50	45.50	___
___	17355	5-Ball Waterfall .....	34.75	48.65	___
___	17357	7-Ball Waterfall .....	38.25	53.55	___
___	173510	Cleaver Clip.....	6.35	8.90	___
___	1735468	4" Single Hook.....	3.35	4.70	___
___	1735468	6" Single Hook.....	3.35	4.70	___
___	1735468	8" Single Hook.....	3.35	4.70	___
<b>SLAT WALL</b>					
___	1736100	1M x 8' High Slat Wall .....	451.25	631.75	___
___	173650	1/2M x 8' High Slat Wall.....	337.75	472.85	___
___	173611	Slat Wall Shelf .....	109.50	153.30	___
___	17365	5-Ball Waterfall .....	38.25	53.55	___
<b>LITERATURE POCKET</b>					
___	174015	For 8 1/2 x 11 Literature .....	37.75	52.85	___
<b>TOTAL COST</b>					
<b>Sub-Total</b> _____		<b>+ Tax (8.25%)</b> _____		<b>= TOTAL</b> _____	

Don't see what you need?  
Please call an Exhibitor Services Representative at 702-579-1700.  
(467352) LV-C1 18/19

**\*Remember to select a color for items with checkboxes.  
Otherwise, a selection will be made for you.**

# FLEXING TO FIT YOUR NEEDS

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TotalFlex® provides the ability to configure exhibits to fit your space, budget and vision from show to show. Available for rent or for purchase, this pop-up display is versatile, lightweight and durable, and setup can be completed without tools in only a few minutes.



Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to [www.freeman.com](http://www.freeman.com)

The TotalFlex® solution is the most versatile exhibit option available:

- Floor unit cases easily convert into a podium.
- Velcro-compatible fabric panels available in a wide selection of colors.
- Compatible with shelves, lights and other innovative trade show accessories.
- Available in a variety of sizes for rent or purchase, including a tabletop version (shown on front).
- Freeman offers full graphic and logo design solutions.\*
- All TotalFlex® rental units include installation & dismantling of display system, material handling, 9'x10' or 9'x20' Classic Carpet with nightly vacuuming, 200-watt halogen lights (1 light for the table-top unit, 2 lights per 8x10 unit) as well as power and labor to hang them.

*\*Graphic design elements are priced separately and not included with TotalFlex® order.*



**FLOOR UNITS**

- 10'w x 8'h Floor Standing Unit
- 20'w x 8'h Floor Standing Unit

**TABLE TOP UNITS**

- 6'w x 40"h Table Top Unit
- 8'w x 40"h Table Top Unit

INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **MJBizCon Fall 2018 / November 14-16, 2018**

COMPANY NAME: \_\_\_\_\_ BOOTH #: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_ PHONE #: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

For Assistance, please call 702-579-1700 to speak with one of our experts.

For fast, easy ordering, go to [www.freeman.com](http://www.freeman.com)

### TABLE TOP UNIT



RENTAL	Discount Price	Standard Price	QTY.	TOTAL
Size				
40" H x 6' W	\$1,443.00	\$2,020.20	_____	_____
40" H x 8' W	\$1,622.25	\$2,271.15	_____	_____

PURCHASE*	Discount Price	Standard Price	QTY.	TOTAL
Size				
40" H x 6' W	\$1,690.25	\$2,366.35	_____	_____
40" H x 8' W	\$1,852.00	\$2,592.80	_____	_____

\*Shipping Not Included

**Rental Units Include:**  
Draped Table (Select color below)  
Classic Carpet 9' X 10' (Select color below)  
Installation & Dismantle of Exhibit  
Material Handling of Exhibit  
Nightly Vacuuming  
1-Light (Power (500 watts) for LIGHTS only and Labor to hang lights)

**Purchase Units Include:**  
1-Case  
One Time Installation & Dismantle

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

Fabric Panel Colors for All Units:  Black  Blue  Gray

\*Other Colors Also Available for Purchase Units\*

9'x10' Classic Carpet:

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

Table Drape:

Black  Blue  Brown  Green  Flax  
 Gold  Gray  Plum  Red  White

### FLOOR UNIT



RENTAL	Discount Price	Standard Price	QTY.	TOTAL
Size				
8' H x 8' W	\$2,164.00	\$3,029.60	_____	_____
8' H x 10' W	\$2,517.25	\$3,524.15	_____	_____

PURCHASE*	Discount Price	Standard Price	QTY.	TOTAL
Size				
8' H x 8' W	\$3,251.75	\$4,552.45	_____	_____
8' H x 10' W	\$3,739.00	\$5,234.60	_____	_____

\*Shipping Not Included

**Rental Units Include:**  
Classic Carpet 9' X 10' (Select color below)  
Installation & Dismantle of Exhibit  
Material Handling of Exhibit  
Nightly Vacuuming  
1-Podium (8'H x 10'W unit only)  
2-Lights (Power (500 watts) for LIGHTS only and Labor to hang lights)

**Purchase Units Include:**  
1-Case  
1-Podium (8'H x 10'W unit only)  
One Time Installation & Dismantle

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

Fabric Panel Colors for All Units:  Black  Blue  Gray

\*Other Colors Also Available for Purchase Units\*

9'x10' Classic Carpet:

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

All Classic carpets contain recycled content and are recyclable.

### CUSTOM GRAPHIC / PHOTO PANELS

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

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

OPTIONAL ACCESSORIES		RENTAL			PURCHASE				
Part #	Description	Qty.	Discount Price	Standard Price	Total	Qty.	Discount Price	Standard Price	Total
1715800	2-200 Watt Halogen Light Kit	_____	\$219.75	\$307.65	_____	_____	\$282.75	\$395.85	_____
1715801	1-200 Watt Halogen Light Kit	_____	\$112.75	\$157.85	_____	_____	\$206.75	\$289.45	_____
1715802	Straight Shelf	_____	\$ 86.75	\$121.45	_____	_____	\$144.00	\$201.60	_____
1715803	Angle Shelf	_____	\$ 86.75	\$121.45	_____	_____	\$144.00	\$201.60	_____

### QUICK TIPS

- If shipping literature or products, material handling rates will apply.
- Order in advance to save time, money and ensure availability. **Orders received after the deadline date or without payment will be charged the Standard Price.**

#### PURCHASE UNITS TOTAL COST

Sub-Total \_\_\_\_\_ + Tax (8.25%) \_\_\_\_\_ = TOTAL \_\_\_\_\_

#### RENTAL UNITS TOTAL COST

Sub-Total \_\_\_\_\_ + Tax (8.25%) \_\_\_\_\_ = TOTAL \_\_\_\_\_

# MATERIAL MATTERS

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The materials you use for your exhibit speak volumes about your brand. Freeman digitally prints high-resolution, photo-quality images on an impressive variety of fabrics. From custom carpeting to hanging banners, no matter the size, shape or color, Freeman can print it beyond your expectations.

- Freeman's exhibit specialists deliver one-stop solutions for design, fabrication and custom graphics that meet both long and short-term usage goals
- Stretch fabrics can be used to customize almost any three-dimensional object
- Further customize exhibits with aluminum framing to transform digital graphics into back walls and other free-standing structures
- Integrated lighting is available for enhanced effects



Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to [freeman.com](http://freeman.com)

## COMPREHENSIVE CAPABILITIES

Freeman can digitally print high-resolution, photo-quality images on nylon, stretch fabrics, carpeting and a variety of other materials. No matter what size, shape, or color, Freeman can print it. We can further customize exhibits with:

- Aluminum framing to transform large digital graphics into backwalls and other free-standing structures
- Integrated lighting for enhanced effects
- A wide variety of opaque and translucent materials

## ONE-STOP SOLUTIONS

Freeman's exhibit specialists can deliver a range of services to fit any budget and work with both long and short-term usage goals.

- Design
- Custom Graphics
- Installation and Dismantling
- Fabrication
- Lighting Effects
- Shipping and Storage

## GEOMETRIC STRUCTURES

For detailed specifications on structures such as these, or for more information on our wide range of versatile fabric solutions, please contact our representatives at the number listed in your exhibitor information.

## GREEN

For detailed specifications on structures such as these, or for more information on our wide range of versatile fabric solutions, please contact our representatives at the number listed in your exhibitor information.

SmartFabric® is an easy way to make an impact without the heavy shipping bill. This material is lightweight with a small shipping footprint to reduce your shipping cost and carbon emissions.



INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **MJBizCon Fall 2018 / November 14-16, 2018**

COMPANY NAME: \_\_\_\_\_

BOOTH #: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_

PHONE #: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

For Assistance, please call 702-579-1700 to speak with one of our experts.

For fast, easy ordering, go to [www.freeman.com](http://www.freeman.com)

## STANDARD PURCHASE -- Standard Framing, Sizes, and Fabric

- Single-sided graphics and frame hardware included.
- Complete the "Hanging Sign" order form. (Labor and hardware to hang sign are NOT included.)
- Orders received after the deadline date are subject to availability and will be charged standard prices.

**An Exhibitor Sales Solutionist will contact you for details.**



### Square Signs

Quantity	Length	Height	All Sides (Linear Ft.)	Discount Price	Standard Price	Total
_____	10'	3'	40'	\$3,307.65	\$4,961.50	_____
_____	10'	4'	40'	\$4,332.60	\$6,498.90	_____
_____	15'	3'	60'	\$4,897.20	\$7,345.80	_____
_____	15'	4'	60'	\$6,442.20	\$9,663.30	_____
_____	20'	4'	80'	\$8,985.00	\$13,477.50	_____



### Rectangle Signs

Quantity	Length	Height	All Sides (Linear Ft.)	Discount Price	Standard Price	Total
_____	10' x 15'	3'	50'	\$4,370.00	\$6,555.00	_____
_____	10' x 15'	4'	40'	\$5,647.50	\$8,471.25	_____



### Circle Signs

Quantity	Diameter	Height	Circumference (Linear Ft.)	Discount Price	Standard Price	Total
_____	10'	3'	31.42'	\$2,608.95	\$3,913.45	_____
_____	10'	4'	31.42'	\$3,414.80	\$5,122.20	_____
_____	15'	3'	47.12'	\$3,861.10	\$5,791.65	_____
_____	15'	4'	47.12'	\$5,066.50	\$7,599.75	_____
_____	20'	4'	62.80'	\$6,860.85	\$10,291.30	_____



### Triangle Signs

Quantity	Length	Height	All Sides (Linear Ft.)	Discount Price	Standard Price	Total
_____	10'	3'	30'	\$2,490.70	\$3,736.05	_____
_____	10'	4'	30'	\$3,259.55	\$4,889.35	_____
_____	15'	3'	45'	\$3,750.35	\$5,625.55	_____
_____	15'	4'	45'	\$4,914.80	\$7,372.20	_____
_____	20'	4'	60'	\$6,784.90	\$10,177.35	_____



### Serpentine Signs

Quantity	Length	Height	Double Sided (Linear Ft.)	Discount Price	Standard Price	Total
_____	10'	3'	20'	\$1,704.55	\$2,556.85	_____
_____	10'	4'	20'	\$2,212.85	\$3,319.30	_____
_____	15'	3'	30'	\$2,513.60	\$3,770.40	_____
_____	15'	4'	30'	\$3,276.35	\$4,914.55	_____
_____	20'	4'	40'	\$4,473.70	\$6,710.55	_____

**Total:** \_\_\_\_\_ x Tax (8.25%) \_\_\_\_\_ = \_\_\_\_\_

## CUSTOM PURCHASE -- Custom Framing, Various Custom Sizes, and Fabrics

- Please check the box to have an Exhibitor Sales Solutionist contact you regarding FREE Samples of materials and/or quotes.

# SEEING IS BELIEVING

Quality graphics contribute significantly to the impact of your exhibit. With state-of-the-art design and printing capabilities, Freeman brings your banners, signage, and exhibit graphics to life in a larger-than-life way. Our graphics products redefine “high definition,” which means your brand has never been seen like this before.

- Photo-quality / high-resolution printing on a variety of rigid and rolled material including honeycomb, foam, Polyfoam, PVC, acrylic, fabric, vinyl and mesh materials
- Grand Format printers provide high-resolution digital printing of single and double-sided banners in virtually any size
- Electronic file transfer, in-house printing, and company-wide procedure standardization allow us to control quality, cost and scheduling on a nationwide basis
- Freeman’s extensive resources ensure that last minute repairs and replacements are handled efficiently as needed, no matter where your event may be located



Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to [freeman.com](http://freeman.com)

## CREATING VISUAL EXCITEMENT

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

## STATE-OF-THE-ART CAPABILITIES

Freeman can provide four-color, photo-quality, high-resolution digital printing in virtually any size for banners, signage, exhibit graphics, and more. Each Freeman location has stand-alone printing capabilities, along with two additional graphic locations for additional support and for special requirements.

## SUPERIOR QUALITY CONTROL

Electronic file transfer, in-house printing, and company-wide standardization of procedures allow us to control quality, cost and scheduling for our customers on a nationwide basis. Last minute repairs and replacements are handled efficiently through our nationwide resources.

## DEPTH OF RESOURCES

- 5M UV roll printers provide grand format, four-color, high-resolution digital printing of single and double-sided banners up to 16' wide and virtually any size with seams.
- 3M Dye Sublimation printers provide 10' fabric graphics that work perfectly in our SmartWall panel system.
- UV flatbeds print directly to a variety of ridged materials and offer a 100% recyclable graphic when using a cardboard substrate.
- Freeman offers 100% recyclable substrates that can save you money and the environment.
- Large format Eco-Solvent printers produce high quality graphics for wall, carpet and window applications.
- 3M high speed digital cutters allow for precise cutting of multiple panel applications and also custom router graphic panels.
- Computer-aided graphic design & layout available for your assistance.

## REPRODUCTION AND INSTALLATION

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



# FREEMAN

6555 West Sunset Rd  
Las Vegas, NV 89118  
(702) 579-1700 Fax: (469) 621-5604



DISCOUNT PRICE  
DEADLINE DATE  
OCTOBER 22, 2018

INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **MJBizCon Fall 2018 / November 14-16, 2018**

COMPANY NAME: \_\_\_\_\_ BOOTH #: \_\_\_\_\_ BOOTH SIZE: X

CONTACT NAME: \_\_\_\_\_ PHONE #: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

For Assistance, please call (702) 579-1700 to speak with one of our experts.

For fast, easy ordering, go to [www.freeman.com](http://www.freeman.com)

## GRAPHICS

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

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

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

### DIGITAL GRAPHICS

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

\_\_\_\_\_ L X \_\_\_\_\_ W = \_\_\_\_\_ sq.ft.

sq. ft. \_\_\_\_\_ \$ 17.00 per sq. ft. discount price  
x or = \$ \_\_\_\_\_  
\$ 25.50 per sq. ft. standard price

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

### LARGE DIGITAL GRAPHICS

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

File Information:  
Electronic File Name \_\_\_\_\_  
Application \_\_\_\_\_  
PMS Colors \_\_\_\_\_

#### Backing Material:

- |   |  |
|---|--|
| <input type="checkbox"/> Freeman Foam (Foamcore)        | <input type="checkbox"/> Masonite                      |
| <input type="checkbox"/> Freeman PVC (PVC)              | <input type="checkbox"/> Plexi                         |
| <input type="checkbox"/> Freeman HD Foam (Gatorfoam)    | <input type="checkbox"/> Freeman Honeycomb (Eco-Board) |
| <input type="checkbox"/> Freeman Polyfoam (Ultra Board) | <input type="checkbox"/> Other                         |

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

Vertical      Horizontal      Use Your Judgment For Sign Layout

Special Instructions \_\_\_\_\_

### STANDARD SIZES

#### CHOOSE YOUR SIZE:

QTY.	Discount Price	Standard Price	TOTAL
7" x 11" @	49.50	74.25 =	_____
7" x 22" @	58.50	87.75 =	_____
7" x 44" @	71.25	106.90 =	_____
9" x 44" @	78.00	117.00 =	_____
11" x 14" @	60.75	91.15 =	_____
14" x 22" @	71.25	106.90 =	_____
14" x 44" @	98.50	147.75 =	_____
22" x 28" @	98.50	147.75 =	_____
28" x 44" @	201.00	301.50 =	_____
20" x 60" @	194.75	292.15 =	_____

(white only)

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

#### INDICATE YOUR SIGN COPY HERE:

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

Vertical      Horizontal      Use Your Judgment For Sign Layout

Background Color: \_\_\_\_\_

Lettering Color: \_\_\_\_\_

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

# FREEMAN graphics

## CUSTOMER GUIDELINES FOR SUBMITTING GRAPHICS ARTWORK

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

### PLEASE PROVIDE THE FOLLOWING WHEN SUBMITTING ART

**RASTER ART** (photos, logos containing any continuous tone images):

- Art submitted at 1:1 (100%), resolution should be no less than 60 dpi (100 dpi preferred)
- Art submitted at 2:1 (50%), resolution should be no less than 120 dpi (200 dpi preferred)
- Art submitted at 4:1 (25%), resolution should be no less than 240 dpi (400 dpi preferred)

**VECTOR ART:**

- Logos should be vector and have outlined fonts (if provided as bitmap, please use high-res images)

**FONTS and LINKS**

- Supply all fonts used in your design (zip Mac fonts). If unsure how to collect fonts, convert them to outlines
- Supply all links used in your document. Use packaging feature if available. If unsure how to collect links, embed them in the file when saving.

**COLOR**

- If PMS color matching is required, please use original Pantone + Solid Coated swatches in your artwork. Modifying Pantone names will result in printing default color (CMYK)
- CMYK artwork will be produced "As Is". Our color output is balanced and vibrant.
- Convert RGB art to CMYK if possible.
- If you are sending Certified Color Proofs (Gracol, Swop, Fogra), please provide ICC file information used to print your samples. Best option would be to include ICC chart on your prints.

**ARTWORK IN THE STRUCTURE**

- Please note that any panels going in the metal frame will hide 1/4" of your art all the way around. If you have a continuous wall where individual panels are divided by metal, use 1.25" spacing in between each panel to account for gaps and the natural flow of the graphics.

### ACCEPTABLE FILE SOFTWARE

We are capable of working with both PC and MAC based software, and can accept art created with the ADOBE Creative Suite - Illustrator, InDesign, and Photoshop

Always provide the following:

- Native files with fonts and links (zipped)
- High-res PDF-X/4 exports of the files

### ACCEPTABLE FILE TYPES and SUPPORT FILES

**NATIVE FILES:**

- AI CLOUD (CC) file with Packaged supporting links and fonts. You may keep images linked but Packaging feature must be used.
- AI (CS6, CS5, CS4...) file with embedded links and outlined fonts
- EPS file with embedded links and outlined fonts
- INDD file with Packaged supporting links and fonts

**PRINT FILES:**

- High-res PDF-X/4 (preferred)
- AI with PDF content (choose this option when saving file)
- EPS files with embedded links and outlined fonts

**RASTER OR BITMAP ART:**

- Photoshop EPS (preferred, use 8-bit preview, Max, Quality JPG compression)
- PSD (make sure font layers are rasterized)
- TIFF, JPG (quality 8 and higher)

Mac users: Use Zip or Stuffit programs when submitting fonts other than OTF (Open Type Fonts)

### WAYS TO SEND ARTWORK

• Files below 10 MB can be delivered via email. Larger files may be posted to Freeman's FTP site. You may get the password and other needed information from your Freeman service representative in order to post files. However, a hard copy proof and backup of the files on CD-Rom/DVD may be required to be sent via overnight delivery in addition to posting the electronic files. Please call (702) 579-1700 for assistance.

# LET US DO THE HEAVY LIFTING

Freeman specialists are ready to assist you with all of your exhibit requests, from beginning to end. And when it comes to installing and dismantling exhibits, we make no exceptions. Whether it's shipping and storage, emergency on-site repairs, basic installation and dismantling or support service coordination, including electrical, furnishings and more, Freeman has the resources and capabilities to ensure the most successful show experience possible.



Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to [www.freeman.com](http://www.freeman.com)

Freeman installation & dismantling experts work closely with you to coordinate every phase of your trade show participation, including:

- Pre-planning and budget consultation
- Skilled labor coupled with support services coordination - electrical, furnishings, floral, transportation, and audio visual
- On-site supervisors with dedicated floor managers
- Full, in-house carpentry for emergency repairs and refurbishing
- Post-show evaluations focused on incremental improvement to meet rapidly changing market conditions based upon customer feedback
- Post-show evaluations that help identify small changes that make big impacts

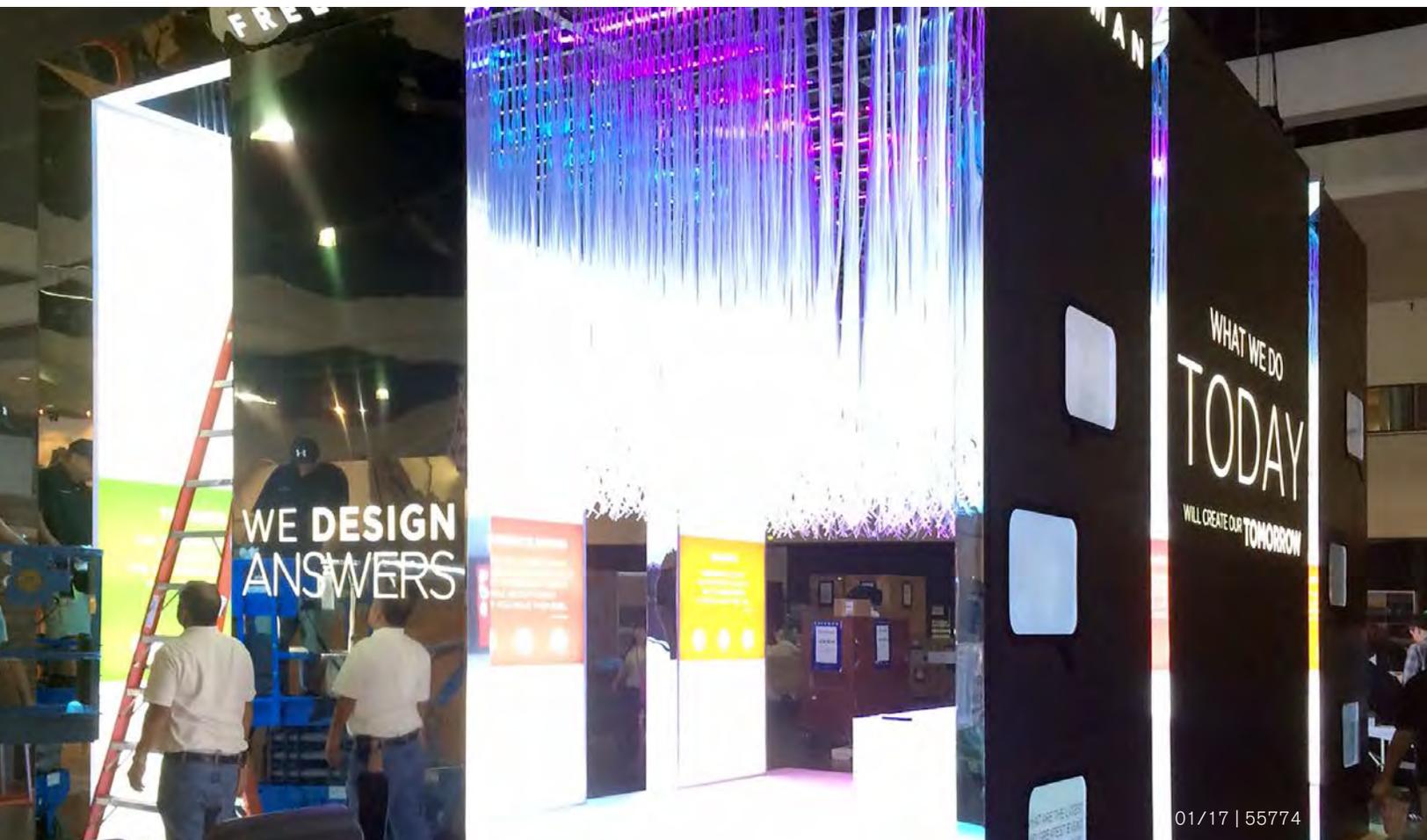
## ON-SITE SUPERVISION

You may wish to supervise labor on your own, but if you need assistance, Freeman installation & dismantling experts will get the job done as an extension of your team.

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### If You Use Freeman Staff

Exhibits can be set up prior to your arrival under the direction of Freeman I&D supervisors.



01/17 | 55774

INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **MJBizCon Fall 2018 / November 14-16, 2018**

COMPANY NAME: \_\_\_\_\_ BOOTH #: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_ PHONE #: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

For Assistance, please call 702-579-1400 and ask to speak with our I & D Department.

For fast, easy ordering, go to [www.freeman.com](http://www.freeman.com)

### DISPLAY LABOR (One Hour Minimum per Worker)

Description	Advance Price	Show Site Price
<b>Straight Time-</b> 8:00 A.M. to 5:00 P.M. Monday through Friday .....	\$ 113.00	\$ 158.50
<b>Overtime-</b> 5:00 P.M. to 8:00 A.M. Monday through Friday, All day Saturday, Sunday and recognized holidays .....	\$ 186.50	\$ 261.50

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

### INSTALLATION LABOR

**Freeman Supervised Labor** - Please complete the reverse side of this form.

- Installation of your exhibit will be completed at our discretion prior to show opening
- The charge for this service is 30% of the total installation labor bill, with a minimum of \$45.00

Emergency contact: \_\_\_\_\_ Phone Number: \_\_\_\_\_

**Exhibitor Supervised Labor**

Supervisor will be: \_\_\_\_\_ Phone Number: \_\_\_\_\_

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

### DISMANTLE LABOR

**Freeman Supervised Labor** - Please complete the reverse side of this form.

- Freeman is not responsible for product or literature that is not properly packed and labeled by exhibitor
- The charge for this service is 30% of the total dismantle labor bill, with a minimum of \$45.00

Emergency contact: \_\_\_\_\_ Phone Number: \_\_\_\_\_

**Exhibitor Supervised Labor**

Supervisor will be: \_\_\_\_\_ Phone Number: \_\_\_\_\_

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

If you have questions or need assistance in completing your order, please call your Freeman I & D Representative.

NAME OF SHOW: **MJBizCon Fall 2018 / November 14-16, 2018**

COMPANY NAME: \_\_\_\_\_ BOOTH #: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_ PHONE #: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

For Assistance, please call 702-579-1400 and ask to speak with our I & D Department.

**FREEMAN SUPERVISED LABOR**

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

**INBOUND SHIPPING & SET UP INFORMATION**

**PLEASE NOTE:** Should you have more than one shipment, please provide the information for all shipments.

Freight will be shipped to: Warehouse \_\_\_\_\_ Show Site \_\_\_\_\_ Date Shipped \_\_\_\_\_ Carrier: \_\_\_\_\_

Total No. of: Crates \_\_\_\_\_ Cartons \_\_\_\_\_ Fiber Cases \_\_\_\_\_

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

Carpet: With Exhibit \_\_\_\_\_ Rented From Freeman \_\_\_\_\_ Color \_\_\_\_\_ Size \_\_\_\_\_

Electrical Placement/Order: Drawing Attached (required) \_\_\_\_\_ Drawing With Exhibit \_\_\_\_\_ Electrical Under Carpet \_\_\_\_\_

Comments: \_\_\_\_\_

Graphics: With Exhibit \_\_\_\_\_ Shipped Separately \_\_\_\_\_

Comments: \_\_\_\_\_

Special Tools/Hardware/Equipment Required: \_\_\_\_\_

**OUTBOUND SHIPPING INFORMATION**

**PLEASE NOTE:** Should you have more than one shipment, please provide the information for all shipments.

SHIP TO: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Select a Carrier:

**Freeman Exhibit Transportation:**  
No need to schedule your outbound shipment.  
Charges will appear on your Freeman invoice.

**Other Carrier:**  
Carrier Name: \_\_\_\_\_  
Carrier Phone: \_\_\_\_\_

Freeman will make all arrangements for Freeman Exhibit Transportation shipments.  
Arrangements for pick-up by other carriers is the responsibility of the exhibitor.

Select Level of Service:

- 1 Day: Delivery next business day
- 2 Day: Delivered by 5:00 PM second business day
- Deferred: Delivery within 3-5 business days
- Standard Ground
- Specialized: Pad wrapped, uncrated or truckload

Freight Charges:

Same as ship to  
Bill To: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Select Shipment Options (if applicable):

- Have loading dock
- Inside delivery
- Pad wrap required
- Do not stack
- Lift gate required
- Air ride required
- Residential

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

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

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

INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **MJBizCon Fall 2018 / November 14-16, 2018**

COMPANY NAME: \_\_\_\_\_ BOOTH #: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_ PHONE #: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

For Assistance, please call 702-579-1700 to speak with one of our experts.

For fast, easy ordering, go to [www.freeman.com](http://www.freeman.com)

## FORKLIFT / RIGGING LABOR

**Straight Time:** 8:00 A.M. to 5:00 P.M. Monday through Friday

**Overtime:** 5:00 P.M. to 8:00 A.M. Monday through Friday and all day Saturday, Sunday and Holidays.

- Show site prices will apply to all labor orders placed at show site
- Start time guaranteed only at start of working day
- One hour minimum - labor thereafter is charged in half (1/2) hour increments
- Supervisor must check in at Service Desk to pickup labor
- When scheduling dismantle labor, be sure to allow sufficient time for empty containers to be returned to your booth

Part#	Description	Advance Price	Show Site Price
<b>FORKLIFT LABOR</b>			
304050	Forklift w/operator - up to 5,000 lbs - ST.....	\$ 221.50	\$ 310.50
304051	Forklift w/operator - up to 5,000 lbs - OT.....	\$ 351.00	\$ 491.50
3040100	Forklift w/operator - up to 10,000 lbs - ST.....	\$ 243.00	\$ 340.50
3040101	Forklift w/operator - up to 10,000 lbs - OT.....	\$ 372.50	\$ 521.50
3040150	Forklift w/operator - up to 15,000 lbs - ST.....	\$ 273.00	\$ 382.50
3040151	Forklift w/operator - up to 15,000 lbs - OT.....	\$ 404.00	\$ 566.00
3040300	Forklift w/operator - up to 30,000 lbs - ST.....	\$ 328.50	\$ 460.00
3040301	Forklift w/operator - up to 30,000 lbs - OT.....	\$ 502.50	\$ 703.50
304040	Forklift w/operator - 4-Stage - ST.....	\$ 328.50	\$ 460.00
304041	Forklift w/operator - 4-Stage - OT.....	\$ 502.50	\$ 703.50
<b>RIGGING LABOR</b>			
3020100	Rigger - ST.....	\$ 114.00	\$ 160.00
3020101	Rigger - OT.....	\$ 187.50	\$ 262.50
<b>EQUIPMENT</b>			
3090600	Forklift Cage.....	\$ 38.75	\$ 54.25
3090700	Forklift Boom.....	\$ 38.75	\$ 54.25
3090800	Pallet Jack.....	\$ 38.75	\$ 54.25

### INSTALLATION

Part #	Description	Date	Start Time	# of Equip/ Person	Approx Hrs per Person	Total Hours	Hourly Rate	Estimated Total Cost
Describe work to be done: _____							Sub-Total	
_____							Tax	N/A
_____							<b>Total</b>	

### DISMANTLE

Part #	Description	Date	Start Time	# of Equip/ Person	Approx Hrs per Person	Total Hours	Hourly Rate	Estimated Total Cost
Describe work to be done: _____							Sub-Total	
_____							Tax	N/A
_____							<b>Total</b>	

# FREEMAN

6555 West Sunset Road  
Las Vegas, NV 89118  
(702) 579-1700 • Fax: (469) 621-5604

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## **IMPORTANT INFORMATION - PLEASE READ PRIOR TO ORDERING**

### **HANGING TRUSS & LIGHTING EQUIPMENT**

#### **OFFICIAL SERVICES CONTRACTOR RESPONSIBILITIES**

- Freeman personnel/employees must operate all chain motors, including the final trim
- Freeman personnel/employees only will be allowed in aerial lifts.
- Freeman personnel/employees only will be allowed to operate mechanized equipment.
- Freeman personnel/employees must assemble and disassemble any and all overhead rigging. This includes, but is not limited to:
  - \* The assembly of all truss
  - \* The attachment and disassembly of light fixtures to truss
  - \* The installation and dismantle of power sources, programmable dimmable lighting packages, chain motors and span sets.
- Freeman Electricians will run all initial power sources and Freeman personnel will make all connections to the dimmable power sources.
- Freeman Stagehands install/dismantle all programmable dimmable lighting fixtures, video walls, audio, an projection.

#### **PLACING YOUR ORDER (please include these items when placing your order)**

- Complete the Method of Payment
- Complete the Hanging Truss & Chain Hoist Order Form
- Complete the Electrical Order Form for chain hoist power
- Complete the Electrical Labor Order Form for chain hoist power
- Include Rigging Plot in a DWG format with the order forms - plot must reflect the following
  1. Hang point locations
  2. Height above the floor of each hang point
  3. Weight that will be suspended from each hang point
  4. Exhibit plan showing the location of the hang points and the structure as it pertains to the exhibit plan
- **Complete the Structural Integrity Statement - See enclosed LVCC Rigging Regulations.**
- Send the above information to Freeman at the address on the order forms

### **GROUND-SUPPORTED TRUSS & LIGHTING EQUIPMENT**

#### **OFFICIAL SERVICES CONTRACTOR RESPONSIBILITIES**

- Freeman personnel/employees will provide installation and dismantle labor of self-climbing and/or mechanized truss systems.
- Freeman personnel/employees must install and dismantle any programmable dimmable lighting fixtures that are attached to any ground-supported truss.
- Freeman personnel/employees must assemble and disassemble as well as install and dismantle all electrical hanging signs.

#### **PLACING YOUR ORDER (please include these items when placing your order)**

- Complete the Method of Payment
- Complete the Hanging Truss & Chain Hoist Order Form
- **Complete the Structural Integrity Statement**
- Send the above information to Freeman at the address on the order forms

### **NON-ELECTRICAL HANGING SIGNS (UNDER 200 POUNDS)**

#### **OFFICIAL SERVICES CONTRACTOR RESPONSIBILITIES**

- Freeman personnel/employees must assemble and disassemble, install and dismantle all hanging signs.

#### **PLACING YOUR ORDER (please include these items when placing your order)**

- Complete the Method of Payment
- Complete the Hanging Sign Order Form
- Include Assembly Instructions
- **Complete the Structural Integrity Statement**
- Ship sign to Freeman warehouse using the "Hanging Sign" shipping labels provided
- Send the above information to Freeman at the address on the order forms

## IMPORTANT INFORMATION (continued)

### NON-ELECTRICAL HANGING SIGNS (OVER 200 POUNDS - CHAIN HOIST REQUIRED)

#### OFFICIAL SERVICES CONTRACTOR RESPONSIBILITIES

- Freeman personnel/employees must assemble and disassemble all hanging signs.
- Freeman personnel/employees must install and dismantle all hanging signs.
- Freeman personnel/employees will install chain hoist and attach sign to the hoist.

#### PLACING YOUR ORDER (please include these items when placing your order)

- **Read enclosed LVCC Rigging Regulations**
- Complete the Method of Payment
- Complete the Hanging Sign Order Form
- Complete the Hanging Truss & Chain Hoist Order Form
- Complete the Electrical Order Form for chain hoist power
- Complete the Electrical Labor Order Form for chain hoist power
- Include Assembly Instructions
- All rigging plans must be submitted to Freeman Rigging Manager three (3) weeks prior to move-in in a DWG format.
- **Complete the Structural Integrity Statement**
- Ship sign to Freeman warehouse using the "Hanging Sign" shipping labels provided
- Send the above information to Freeman at the address on the order forms

### ELECTRICAL HANGING SIGNS

#### OFFICIAL SERVICES CONTRACTOR RESPONSIBILITIES

- Freeman personnel/employees will assemble and disassemble all electrical hanging signs.
- Freeman personnel/employees will install and dismantle all electrical hanging signs.
- Freeman personnel/employees will install chain hoist and attach sign to the hoist for signs over 200 pounds.
- Power for chain hoist must be included with your order for electrical services.

#### PLACING YOUR ORDER (please include these items when placing your order)

- Complete the Hanging Sign Order Form
- Complete the Electrical Labor Order Form
- Complete the Electrical Services Order Form
- Include Assembly Instructions
- **Complete the Structural Integrity Statement**
- Ship sign to Freeman warehouse using the "Hanging Sign" shipping labels provided.
- Send the above information to electrical contractor at the address on the order forms

### STRUCTURAL INTEGRITY

#### VIDEO WALLS

- A final technical drawing must be approved by LVCVA Fire & Safety and Freeman. The structure must be built exactly as specified in the drawing. All video walls must also be in accordance with ANSI E1.50-1.
- Any structures of any height (typically over 16 ft. tall) that LVCVA Fire & Safety deems to be unsafe and/or unstable is subject to being tied off to a structural element at the Exhibitor's expense.
- All contents of the booth are subject to onsite inspection. If any element of the booth does not meet structural integrity standards, it is subject to onsite changes at the Exhibitor's expense.

#### TRUSS

- All truss must have a wet-stamped drawing from a U.S. licensed engineer and the final version must be approved by LVCVA Fire & Safety and Freeman. The structure must be built exactly as specified in the drawing (i.e. inclusion of weather monitoring equipment, standby labor, etc.). All outdoor trusses must also include a staking and ballasting plan, if needed, and the wind load must be in accordance with IBC or ANSI E1.21.
- Any trusses or structures of any height (typically over 16 ft. tall) that LVCVA Fire & Safety deems to be unsafe and/or unstable is subject to being tied off to a structural element at the Exhibitor's expense.
- All contents of the booth are subject to onsite inspection. If any element of the booth does not meet structural integrity standards, it is subject to onsite changes at the Exhibitor's expense.

# LAS VEGAS CONVENTION CENTER RIGGING REGULATIONS

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**Please carefully read these regulations. The Las Vegas Convention Center will strictly enforce these rules.**

1. Any object over 200 lbs. or requiring chain motors must be submitted to Freeman for approval by the Las Vegas Convention Center.
2. All rigging plans must be submitted to the Rigging Manager at Freeman 21 days prior to the start of rigging installation for group submittal to the LVCC.
3. All rigging plans must state the structure of rigging, weights, and an overlay of the rigging within your booth space. Freeman is required to reflect the plot plan for all booths on the overall ceiling plan for each show.

The exhibitor will be charged \$142.00 per hour straight time to transfer the plot plan to the overall ceiling grid that Freeman is required to submit to the Las Vegas Convention Center for approval.

All files should be in DWG format. VectorWorks and PDF format files are not acceptable. Any conversion to DWG will be charged to the exhibitor at \$142.00 per hour straight time.

4. The exhibitor will provide the certifications for all hoist motor and rigging apparatus to the Director of Engineering upon request by the Las Vegas Convention Center.
5. All special and unusual weights, motors apparatus or items not normally hung must obtain written permission from the Director of Engineering. Exceedingly large rigs that support abnormal loads, or non-uniform distribution of weight or hardware, may require (at the exhibitor's expense) plans that have been approved and stamped by a licensed engineer selected by the LVCVA.
6. Any weight load exceeding the pre-approved limits is subject to removal at the exhibitor's expense.
7. Freeman cannot hang any object prior to approval from the Director of Engineering or his/her representative.
8. Weight on the catwalks will not exceed over 25 pounds per square foot.
9. There will be no rigging under the catwalk structures.

INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **MJBizCon Fall 2018 / November 14-16, 2018**

COMPANY NAME: \_\_\_\_\_ BOOTH #: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_ PHONE #: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

For Assistance, please call 702-579-1700 to speak with one of our experts.

For fast, easy ordering, go to [www.freeman.com](http://www.freeman.com)

## HANGING SIGN LABOR AND EQUIPMENT

### INSTRUCTIONS

- Standard prices will apply if the hanging sign is not received by the warehouse shipping deadline date.
- All ceiling rigging must conform to Show Management rules and regulations and facility limitations.
- All overhead hanging signs must be assembled, installed by FREEMAN. Exhibitors, display company and/or I&D representatives may supervise, but will not be allowed to assemble or install the hanging sign. Please complete the enclosed Labor Order Form for labor to assemble your hanging sign.
- Set up instructions must be provided for signs needing assembly.
- Hanging anchor points must be pre-fabricated and ready for use.
- Overhead hanging signs are to be sent in separate containers directly to advance warehouse using the enclosed Hanging Sign Labels. This container MUST be received by the warehouse shipping deadline in order to receive Advance prices.
- Electrical signs must be in working order and in accordance with the National Electrical Code. ELECTRICAL SERVICE requirements must be ordered in advance on the enclosed ELECTRICAL SERVICE Order Form.
- If any hang point supports over 200 lbs., notify FREEMAN immediately for special authorization. See enclosed LVCC Rigging Regulations.
- LVCC Rigging Regulations must be adhered to in order to complete your hang.

### SIGN DESCRIPTION, SIZE & WEIGHT

- For signs other than banners, include blueprint or drawing with detailed information so hanging anchor points can be determined.

Type: Cloth Banner \_\_\_\_\_ Metal or Wood \_\_\_\_\_ Other \_\_\_\_\_

Shape: Square \_\_\_\_\_ Triangle \_\_\_\_\_ Rectangle \_\_\_\_\_ Other \_\_\_\_\_

Size: Height \_\_\_\_\_ Length \_\_\_\_\_ Width \_\_\_\_\_

Weight of Sign: \_\_\_\_\_

Does Your Sign Require Electricity \_\_\_\_\_ Assembly \_\_\_\_\_

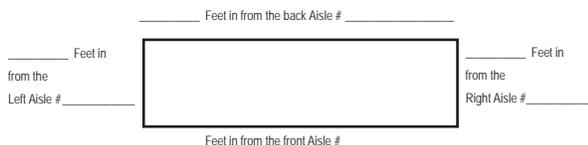
Is Your Sign Designed to Rotate? \_\_\_\_\_ Yes \_\_\_\_\_ No \*

*(Initial in the applicable box above)*

\* Please see Hanging Truss and Chain Hoist Order Form to order rotator(s).

### PLACEMENT DIAGRAM

- Use 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 the support beams may require your sign to be moved from your specified location.



Number of feet from floor to **TOP** of sign: \_\_\_\_\_

**STRUCTURAL INTEGRITY STATEMENT  
MUST ACCOMPANY ORDER**

(467352) LVCC 18/19

### EQUIPMENT AND LABOR RATES TO HANG SIGNS

#### Equipment With Crew

- Standard prices will apply to all labor orders placed after the deadline date.
- Standard prices will apply if the hanging sign is not received by the warehouse shipping deadline date.
- Rates are per lift and crew per hour.
- Condor and Crew consists of condor, operator and rigger.
- Additional crew and/or equipment will be used if the supervisor deems it necessary to safely complete the installation and/or dismantling of a job and it will be charged accordingly.
- Assembly and Ground Labor is an additional charge.
- One hour minimum per lift/crew - lift/crew thereafter is charged in half (1/2) hour increments.
- Freeman components (cable, clamps, etc) will be used to install all hanging signs and charged accordingly.

#### Labor Rates

	Advance Price	Standard Price
Condor		
Condor with crew	\$695.00	\$973.00
Sign Assembly		
Sign Assembly/Ground Labor	\$139.00	\$195.00
Electrical Assembly		
Electrical Assembly/Ground Labor		
Straight Time	\$142.00	\$199.00
Overtime	\$284.00	\$398.00

- Rates are blended to include any overtime to accomplish the hanging of all signs in a timely manner prior to the opening of the show.

#### Electrical Assembly

	Advance Price	Standard Price
Electrical Assembly/Ground Labor		
Straight Time	\$142.00	\$199.00
Overtime	\$284.00	\$398.00

#### **Straight Time (cannot be guaranteed)**

8:00 A.M. to 5:00 P.M., Monday through Friday

#### **Overtime**

5:00 P.M. to 8:00 A.M. Monday through Friday,

All day Saturday, Sunday and holidays

#### Installation Estimate

Approx Hours	Hourly Rate	Total Estimated Cost
_____	@ _____	= _____

#### Dismantle Estimate

Approx Hours	Hourly Rate	Total Estimated Cost
_____	@ _____	= _____

#### Please Note:

- Freeman will begin to assemble and hang the signs as soon as the hall is accessible as long as the order and the sign are received by the appropriate deadline dates.
- In the event the order and sign are not received by the deadline date, Standard prices will apply and the sign will be hung when the equipment and labor become available.

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**STRUCTURAL INTEGRITY STATEMENT**  
**THIS FORM MUST BE RETURNED**  
**FOR ALL SUSPENDED STRUCTURES**

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\_\_\_\_\_, the contracted exhibitor at the **MJBizCon Fall 2018 / November 14-16, 2018** and (if applicable), the display house or builder for the aforementioned 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 release, indemnify and forever hold harmless the **ASSOCIATION, LAS VEGAS CONVENTION CENTER, FREEMAN**, and its subsidiaries, their directors, officers, employees, representatives, agents and contractors from and against any and all liability, claims, damage, loss, fines, or penalties arising from the installation, use or dismantling of this structure. All hang points supporting in excess of 200 lbs. may be verified (metered) on site at exhibitor's expense.

Exhibiting Company: \_\_\_\_\_ Booth #: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Display House/Builder (if applicable): \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_

E-Mail: \_\_\_\_\_

**Complete and return form to address listed at the top of this form.**

**FREEMAN structural integrity statement**

INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **MJBizCon Fall 2018 / November 14-16, 2018**

COMPANY NAME: \_\_\_\_\_ BOOTH #: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_ PHONE #: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

For Assistance, please call 702-579-1700 to speak with one of our experts.

For fast, easy ordering, go to [www.freeman.com](http://www.freeman.com)

**HANGING TRUSS & THEATRICAL LIGHTING EQUIPMENT AND LABOR**

- Orders received after the deadline date will be charged the Standard Price.
- All rigging must comply with LVCC and Show Management rules and regulations and facility limitations.
- All overhead rigging and flown objects must be assembled and disassembled by FREEMAN. Exhibitor's display company and/or I & D representatives may supervise only and will not be allowed to assemble/disassemble or install and remove rigging or flown objects. No one other than Freeman employees will be permitted in lifts.
- FREEMAN requires an engineered print of all truss and lighting rigging, including rigging point loads per our facility agreement. Failure to provide a DWG file of the rigging plot with load and required information three (3) weeks prior to move-in may prohibit your rig from being hung
- Time will commence per exhibitors request. Failure to start at the requested time will result in a 4 hour minimum charge per stagehand person requested, unless 24-hour advance notice is provided in writing.
- Stagehand labor is based on a four hour minimum.
- During run of show, there will be a 2 hour turn on / 2 hour turn off charge per day, based on the four hour minimum.
- Freeman Stagehands install/dismantle all programmable dimmable lighting fixtures, video walls, audio, and projection
- For Pre Rigging: Please contact FREEMAN for availability.

**LIGHTING DESIGNER INFORMATION - NOTE: LVCC RIGGING REGULATIONS MUST BE ADHERED TO**

Name: \_\_\_\_\_ Phone: ( ) \_\_\_\_\_

Company Name: \_\_\_\_\_

Description	Advance Price	Standard Price
<b>RIGGING EQUIPMENT</b>		
<ul style="list-style-type: none"> <li>• Rates are blended to include any overtime to accomplish the hanging of all signs in a timely manner prior to the opening of the show</li> <li>• Rates are per lift and crew, per hour</li> <li>• Crew consists of 1 Operator and 1 Ground Man</li> </ul>		
Condor w/crew .....	\$ 695.00	\$ 973.00
Scissor Lift w/crew .....	\$ 457.00	\$ 640.00

**RIGGING LABOR (please indicate labor needed by checking appropriate box(es) below)**

**Straight Time:** 8:00 A.M. to 5:00 P.M. Monday through Friday

**Overtime:** 5:00 P.M. to 8:00 A.M. Monday through Friday and all day Saturday, Sunday and Holidays.

Rigging Labor - ST .....	\$ 142.00	\$ 199.00
Rigging Labor - OT .....	\$ 284.00	\$ 398.00

- High Rigger   
  Ground Rigger   
  Theatrical Stage Electrician   
  Programmer  
 Projectionist   
  Audio Visual Technician   
  Sound Technician

**MISCELLANEOUS LABOR**

- During run of show, there will be a 2 hour turn on / 2 hour turn off charge per day, based on the four hour minimum.
- Charges do not apply if your electrical needs consist of 20 amps or less.

Turn-On / Turn-Off Charge - ST .....	\$ 142.00	\$ 199.00
Turn-On / Turn-Off Charge - OT .....	\$ 284.00	\$ 398.00

Qty	Description	Advance Price	Standard Price	Total
<b>MISCELLANEOUS EQUIPMENT</b>				
_____	One Ton Hoist (power not included - complete Electrical Order Form) *	\$ 552.00	\$ 772.80	\$ _____
_____	Half Ton Hoist (power not included - complete Electrical Order Form) *	\$ 536.00	\$ 750.40	\$ _____
_____	20.5" Box Truss (per foot) *	\$ 28.00	\$ 39.20	\$ _____
_____	12" Box Truss (per foot) *	\$ 22.75	\$ 31.85	\$ _____
_____	Small Rotator .....	\$ 257.00	\$ 359.80	\$ _____
_____	Large Rotator .....	\$ 511.50	\$ 716.10	\$ _____
_____	Man Lift (per day).....	\$ 212.00	\$ 296.80	\$ _____
_____	Genie Hand Crank (per day).....	\$ 212.00	\$ 296.80	\$ _____

Total for Miscellaneous Equipment ..... \$ \_\_\_\_\_

\* Add 8.25% Tax ..... \$ \_\_\_\_\_

Grand Total..... \$ \_\_\_\_\_

**Please attach a detailed production schedule that includes a daily list of labor and equipment needed for the duration of the show.**

# EVENT TECHNOLOGIES THAT ENHANCE EXPERIENCES

.....

When it comes to promoting your exhibit, let our technology do the talking. Freeman offers the most extensive inventory of audio visual products available, ensuring a custom experience that excites the senses and breathes life into your booth, giving it the appeal to draw in customers.

- Our audio visual experts can assist with a wide range of technology solutions for custom rental exhibit programs that fit any size or budget
- Full service resources include digital services, flat screen technology, intelligent LED light displays, seamless plasma and LED panel solutions and immersive audio experiences
- Schedule deliveries with advance confirmation to meet your timeline specifications
- Preshow consultation, installation, operation, and comprehensive invoice services provide a streamlined solution for all your rental needs



Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to [www.freeman.com](http://www.freeman.com)

**Freeman Audio Visual offers the widest array of audio visual products in our expansive network throughout North America. Our exhibit specialists can assist with a full range of audio visual equipment for portable, modular and custom rental exhibit programs to fit any size or budget. Full service resources include digital services, lighting, flat screen technology, computer equipment and LED displays.**

Freeman Audio Visual establishes the right combination of equipment and services that will command attention while communicating your company's message. Whatever your needs, our dedicated service and technical on-site support teams will be available to ensure your exhibit program's success. With more than 3,500 full-time audio visual experts and \$100 million in inventory, you can always count on Freeman Audio Visual to recommend the perfect combination of audio visual solutions to enhance your company's brand.

- ▮ PRESHOW CONSULTATION REGARDING EQUIPMENT SPECIFICATIONS AND BUDGETING
- ▮ ONE SEAMLESS SOURCE FOR ALL YOUR TECHNOLOGY SOLUTIONS, INCLUDING A COMPLETE RANGE OF AUDIO VISUAL AND COMPUTER EQUIPMENT AND INSTALLATION SERVICES
- ▮ INTELLIGENT LIGHTING DESIGN, INSTALLATION AND OPERATION
- ▮ SCHEDULED DELIVERIES WITH ADVANCE CONFIRMATION TO MEET YOUR TIMELINES
- ▮ AUDIO VISUAL EXPERTS THAT OFFER PERSONALIZED, DEDICATED SERVICE



**MJBizCon Fall 2018**  
November 14 - 16, 2018  
Las Vegas CC | Las Vegas, NV

**\*Order By: October 22, 2018 to Receive Early Order Pricing!**



<b>Exhibiting Company Name:</b>	<b>Booth #:</b>
---------------------------------	-----------------

Packages	QTY.	Early Order	Show Rate	Total
Apple iPad with Floor Stand - White		\$295.00	\$383.50	
32" Flat Screen Package - 1080P, with Dual Post Stand and External USB Media Player		\$720.00	\$936.00	
42" Flat Screen Package - 1080P, with Dual Post Stand and External USB Media Player		\$870.00	\$1,131.00	
46" Flat Screen Package - 1080P, with Dual Post Stand and External USB Media Player		\$1,035.00	\$1,345.50	
55" Flat Screen Package - 1080P, with Dual Post Stand and External USB Media Player		\$1,445.00	\$1,878.50	

Flat Screen Monitors	QTY.	Early Order	Show Rate	Total
24" Flat Screen - 1080P, with Dell Sound Bar - Choose One: Table Top -or- Wall Mounted		\$290.00	\$377.00	
32" Flat Screen - 1080P, with Internal Speakers - Choose One: Table Top -or- Wall Mounted		\$475.00	\$617.50	
42" Flat Screen - 1080P, with Internal Speakers - Choose One: Table Top -or- Wall Mounted		\$625.00	\$812.50	
46" Flat Screen - 1080P, with Internal Speakers - Choose One: Table Top -or- Wall Mounted		\$790.00	\$1,027.00	
55" Flat Screen - 1080P, with Internal Speakers - Choose One: Table Top -or- Wall Mounted		\$1,200.00	\$1,560.00	
60" Flat Screen - 1080P, with Internal Speakers - Choose One: Table Top -or- Wall Mounted		\$1,400.00	\$1,820.00	
70" Flat Screen - 1080P, with Internal Speakers - Choose One: Table Top -or- Wall Mounted		\$1,800.00	\$2,340.00	
80" Flat Screen - 1080P, with Internal Speakers - Choose One: Table Top -or- Wall Mounted		\$2,800.00	\$3,640.00	
<i>Please call for pricing on Flat Screens 90" and larger, LED &amp; LCD Video Wall Options</i>		<i>Please call for pricing!</i>		

Flat Screen Accessories	QTY.	Early Order	Show Rate	Total
Mounting Bracket - (32"- 80" Flat Screen) *Only required if providing your own Flat Screen		\$150.00	\$195.00	
Single Post Stand - (up to 24" Flat Screen; Mounting Bracket Required - Charges May Apply)		\$150.00	\$195.00	
Dual Post Stand - (32" - 80" Flat Screen; Mounting Bracket Required - Charges May Apply)		\$225.00	\$292.50	

Touchscreen Displays	QTY.	Early Order	Show Rate	Total
32" Touchscreen - Choose One: Table Top -or- Wall Mounted		\$800.00	\$1,040.00	
46" Touchscreen - Choose One: Table Top -or- Wall Mounted		\$1,300.00	\$1,690.00	
<i>Please call for pricing on Touchscreens 65" and larger</i>		<i>Please call for pricing!</i>		

Computing	QTY.	Early Order	Show Rate	Total
Desktop Computer with Monitor (3.2 GHz or faster)		\$275.00	\$357.50	
Laptop Computer (Core i5/2.5ghz/4GB/300GBHD/DVD)		\$325.00	\$422.50	
Apple iPad		\$175.00	\$227.50	
iPad Floor Stand - White		\$150.00	\$195.00	
Apple 21.5" iMac (Intel Core 2 Duo/3.06 GHz)		\$300.00	\$390.00	
Apple 15" MacBook Pro (2.3 GHz Quad Core with Thunderbolt)		\$450.00	\$585.00	
Apple 17" MacBook Pro (2.3 GHz Quad Core with Thunderbolt)		\$550.00	\$715.00	

Additional Audio Visual Equipment	QTY.	Early Order	Show Rate	Total
USB Media Player		\$120.00	\$156.00	
Choose: Blu-ray -or- DVD Player		\$150.00	\$195.00	
Sound Bar - 2.1 Full Range, with Built-in Subwoofer		\$75.00	\$97.50	
Small High Performance PA System (2 speakers, 1 Mixer/Amp)		\$330.00	\$429.00	
Wireless Microphone - Choose One: Handheld -or- Headset -or- Lavalier		\$240.00	\$312.00	

Quoted Equipment	QTY.	Early Order	Show Rate	Total

**\*Early order rate is subject to a 30% increase when ordering equipment after October 22, 2018.**

Contact Your Freeman Representative	Total Your Order		
<b>CASSIE MALONE</b>	<b>Equipment Sub-Total</b>		
<a href="mailto:cassie.malone@freeman.com">cassie.malone@freeman.com</a>	<b>28% Handling Charge (\$188.00 Min)</b> Includes Delivery, Install & Dismantle		
Phone: 702.352.1417	<b>Added Labor to Mount Client Owned Flat Screen to Stand (\$75)</b>		
Fax: 469.621.5604	<b>TOTAL CHARGES:</b>		
Online at: <a href="http://www.freeman.com">www.freeman.com</a>	<b>No Sales Tax or Drayage on Freeman AV Equipment</b>		
<b>Don't see what you are looking for?</b>	<b>** Please note for Monitor Stand &amp; Mount Rentals:</b>		
<b>Please call to discuss the options!</b>	Additional labor may be required to mount client provided monitors		
	** Electrical Services are not included in equipment pricing.		

Please Fill in All Information Below Before Submitting Your Order

Contact Information

Your Name:	Booth Number:
Exhibiting Company Name:	
Company Address:	
City / State:	Zip Code:
Phone:	Fax:
Email:	
Third Party (If Applicable):	
Signature:	

Delivery Information

*A representative must be in your booth at the time of delivery unless alternate arrangements are made. Delivery subject to readiness of the booth structure and set-up. Please call us at 702.352.1417 with questions.*

On-Site Contact Person:	Cell Phone:
Please Select Your Preferred Date and Time of Delivery (Choose One):	
Tuesday, November 13, 2018	<input type="checkbox"/> 8am - 12pm <input type="checkbox"/> 1pm - 5pm
If You Have a Special Delivery Request, Please Note it Here:	

Payment Information

Method of Payment (Choose One):

- Credit Card** \* In an effort to maximize the security of customer payments, a Freeman representative will include a link to our secure portal to provide credit card payment, with your order confirmation.
- Check** \*Checks must be in U.S. funds drawn on a U.S. or Canadian bank. "U.S. Funds" must be pre-printed on Canadian checks.
- Key Account** \*Key Account customers have been pre-approved with net 30 terms.
- Bank Transfer** \* Please reference the Show Name and Booth Number so we may properly credit your account.  
**Wire Transfer:** Bank Transfer to Bank of America, N.A.; Dallas, TX  
ABA#: 026-009-593, ACCT #: 4426831545 Freeman Audio Visual, Inc.  
Physical address routing identifiers: 100 West 33rd Street, New York, NY

**International Wire Transfer**  
Swift Code: BOFAUS3N ACCT # 4426831545 Freeman Audio Visual, Inc.  
CHIPS address: 0959 Freeman Audio Visual, Inc.  
Physical address for international routing identifiers: 100 West 33rd Street, New York, NY

**ACH Direct Deposit**  
ABA# 111-000-012 ACCT # 4426831545 Freeman Audio Visual, Inc.  
ABA routing transit number physical bank address: 901 Main Street, Dallas, TX

Note: Customers assume responsibility for any bank processing fees.

*\*\* For your convenience, Freeman will use your authorization to charge your credit card account for advanced and on site orders placed by your company representative. These charges may include all Freeman companies, or any charges which Freeman may be obligated to pay on behalf of the Exhibitor including without limitation, any shipping charges.*

*\*\* All payments must be made in advance in US funds.*

*\*\*Full payment, including any applicable tax, is due at the time the order is placed.*

**Cancellation Policy:** Any cancellation must be received within **7 days** of show open to avoid being charged one day's rental rate. Cancellations after delivery will result in a day's charge and labor incurred.

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# ELECTRICAL SERVICES

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

## **How do I know how much power I need?**

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

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

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

## **Do I need to order labor?**

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

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

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

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

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

## **Is the price for power per day?**

Outlet or connection prices are typically for an entire show.

## **What is 24 hour power?**

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

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

## **Where does the power come from?**

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

## **Where will my power be located?**

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

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

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

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

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

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

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

**F R E E M A N**

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

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

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

### **Can I run my extension cords under the carpet myself?**

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

### **Will my floor work be completed before I arrive?**

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

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

Labor and material charges apply.

### **When will my power be turned on?**

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

### **Do I need lighting?**

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

### **Can I hang my own lights?**

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

### **Do I need to order power for my lighting?**

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

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

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

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

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

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

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

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

### **Additional questions?**

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

# FREEMAN

## ELECTRICAL SERVICES USAGE GUIDE

The following wattages are approximate and are provided to help you estimate your power usage. To assist in estimating we recommend that you refer to the name plate or stamp usually located on the back or bottom of any electrical apparatus and order the corresponding outlet for each piece of equipment to avoid tripping/power outages during the event.

The formula for wattage is voltage x amperage (120 volt x 1 amp = 120 watts),  
 5 - 100 watt light bulbs = (5x100 = 500 watts)

	WATTAGE		WATTAGE
Blender	475-1000	Imprinter for T-Shirts	2000
Can Opener	500	Iron	700-1100
Card Reader (credit) / Lead Retrieval	100	Juicer - Single	500
Cash Register	100-200	Juicer - Double	1000
Coffee Pot - Household Size	600-1200	Laminator	2000
Coffee Pot - Large Brewer	1500-2000	Lights with Freeman Rental Booths	200 each
Computer - Monitor (independent)	120-200	Meat Slicer	500-1000
Computer - Desktop (monitor & CPU)	200-900	Microwave Oven	500-2000
Computer - Laptop	100-300	Mixer	500-1000
Computer Printer - Dot Matrix	100-500	Photocopier	dependent upon size - may require 208 volt
Computer Printer - Laser	400-1000	Pizza Oven (small)	30amp/120 volt Special Connection
Crock Pot	200-1000	Popcorn Maker	2000
DVD Player	50-100	Projector (dependent upon size)	1000
Electric Frying Pan	1200-2000	Refrigerator - Small	400
Fax Machine	1000	Refrigerator - Full Size	750
Flat Screen TV - 32" to 50"	1000	Sewing Machine	1000
Food Processor	500-2000	Steamer	2000
Glue Gun	300	Stereo (amplifier)	100-500
Griddle	1500-2000	Television	100-500
Hair Dryer	1000-2000	Toaster	1000
Heat Lamps (per lamp)	250	Toaster Oven	1500
Heater (portable)	1500-2000	Vacuum Cleaner	1500
Hot Plate Single	1000	VCR	100
Hot Plate Double	1500-2000	Water Cooler - Cold Water	1000
Hot Water Heater	30amp/208 volt/Single Phase	Water Cooler - Hot/Cold Water	2000

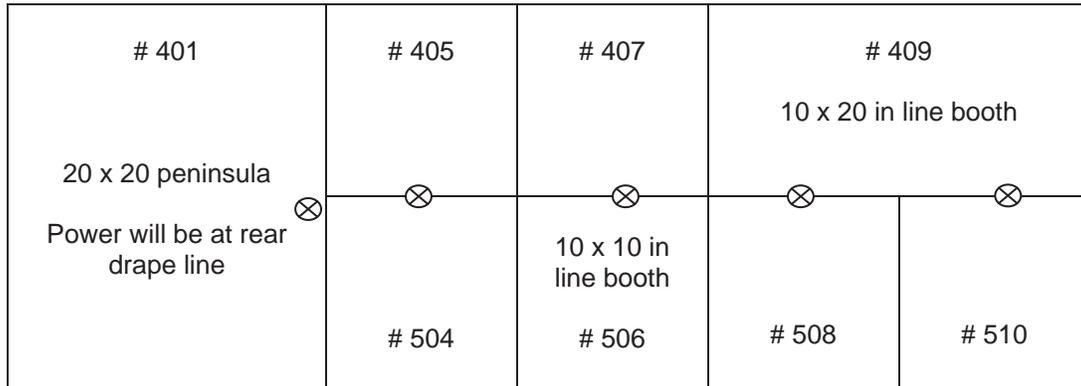
FREEMAN electrical services usage guide



# SAMPLE LAYOUTS

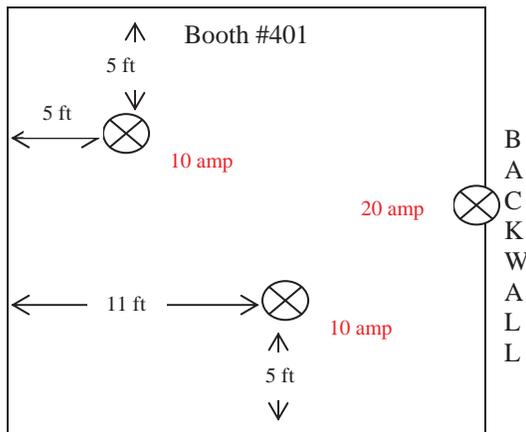
## IN LINE BOOTHS

Power is run or dropped to in line booths along the back walls or drape line of multi booth sections. The “main power locations” therefore are always located at the back of in line and peninsula booths. Outlets may not be in the exact center of the back wall. 120 volt outlets are shared by back to back booths. Example: Outlet = 

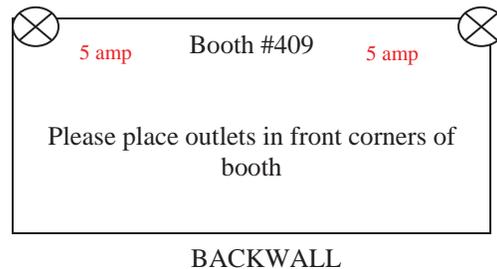


Electrical layouts are required whenever an outlet is needed at any other location within the booth except for the back wall. Exact measurements and/or comments that clearly indicate outlet locations **must be included**. Examples based on above floor plan:

20 x 20 Peninsula – Booth # 401  
Order = 2-10 amp, 1-20 amp outlets



10 x 20 In Line – Booth # 409  
Order = 2 x 5 amp outlets



## ISLAND BOOTHS

Electrical layouts are always required for island booths and **must include** the following information:

### 1. Main Drop.

Since there is no back wall in an island, the exhibitor supplies the location of the main drop, whether one or multiple outlets are ordered. When it will be the point from which power will be distributed to other outlets in the booth, a panel or other piece of electrical equipment (no larger than? x? x?) will be installed at the main drop. For this reason, it is recommended that main drops be located in a closet, under a table/desk or in another area that keeps it out of sight. Measurements must be provided to the main drop.

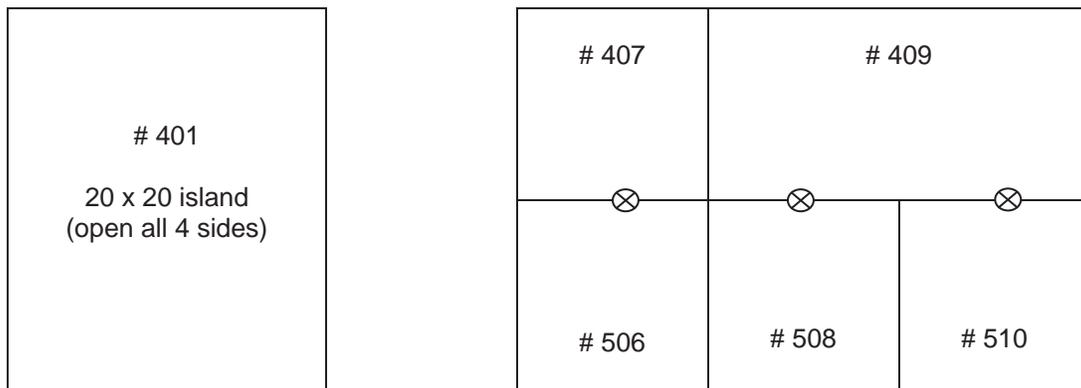
### 2. Location and load of all outlets.

Again, dimensions must be provided to all satellite outlets along with the load of each outlet. It is best to indicate voltage, phase and amperage for all outlets once an order exceeds 120 volt service.

### 3. Booth orientation.

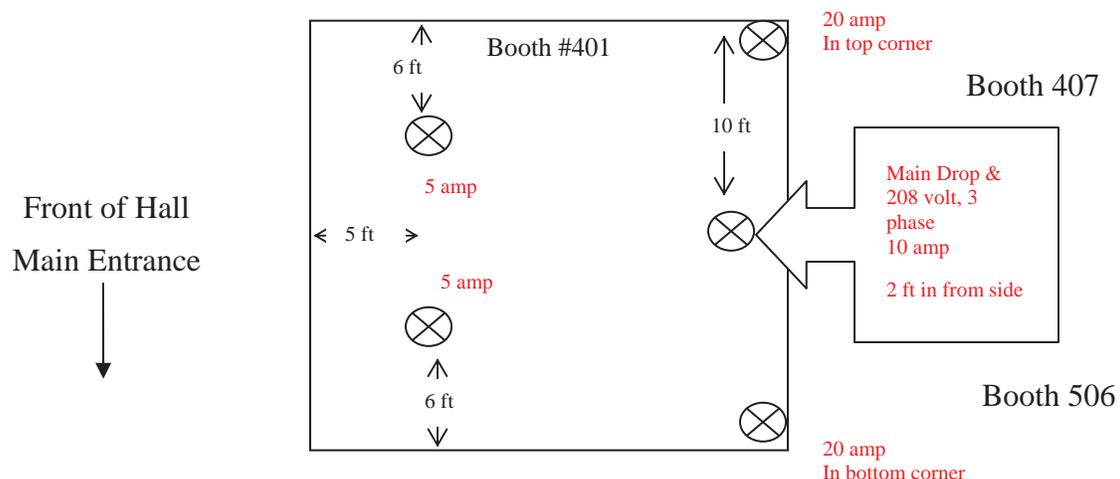
Providing reference points such as surrounding aisle and/or booth numbers defines how an island booth is oriented to the overall show floor plan. In other words, which side is which? It is best to draw your layout relative to the show floor plan so that both are facing the same direction. Examples:

Section of show floor plan



20 x 20 Island – Booth # 401

Order = 1 x 208 volt, 3 phase, 10 amp + 120 volt, 2 x 20 amp + 2 x 5 amp outlets



INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **MJBizCon Fall 2018 / November 14-16, 2018**

COMPANY NAME: \_\_\_\_\_ BOOTH #: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_ PHONE #: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

For Assistance, please call 702-579-1700 to speak with one of our experts.

For fast, easy ordering, go to [www.freeman.com](http://www.freeman.com)

### ELECTRICAL OUTLETS (Double Price for 24 Hour Service)

Power includes delivery of the service to one location at the rear of the booth in peninsula and inline booths. Please see Electrical Labor Order Form for rates and instructions if you require outlets in other locations, have lights or electrical items to hang or erect, have orders for power of 208v or higher, or have other electrical requirements.

#### 110/120 VOLT

	QTY Show	QTY 24 Hr.	Discount Price	Standard Price	TOTAL
500 Watts (5 amps)	_____	_____	144.00	216.00 = \$	_____
1000 Watts (10 amps)	_____	_____	254.00	381.00 = \$	_____
2000 Watts (20 amps)	_____	_____	334.00	501.00 = \$	_____

#### 208 VOLT SINGLE PHASE (Labor Required for Connection)

20 Amps	_____	_____	629.00	943.50 = \$	_____
30 Amps	_____	_____	752.00	1,128.00 = \$	_____
60 Amps	_____	_____	991.00	1,486.50 = \$	_____
100 Amps	_____	_____	1,303.00	1,954.50 = \$	_____
200 Amps	_____	_____	2,406.00	3,609.00 = \$	_____

#### 208 VOLT THREE PHASE (Labor Required for Connection)

20 Amps	_____	_____	846.00	1,269.00 = \$	_____
30 Amps	_____	_____	1,009.00	1,513.50 = \$	_____
60 Amps	_____	_____	1,324.00	1,986.00 = \$	_____
100 Amps	_____	_____	1,747.00	2,620.50 = \$	_____
200 Amps	_____	_____	2,630.00	3,945.00 = \$	_____
400 Amps	_____	_____	4,806.00	7,209.00 = \$	_____

Transformer to Boost 208V to Approx. 230V - \$7.50 per Amp (20 Amp Min.)

Qty \_\_\_\_\_ Amps \_\_\_\_\_ = \$ \_\_\_\_\_

#### 480 VOLT THREE PHASE (Labor Required for Connection)

20 Amps	_____	_____	1,010.00	1,515.00 = \$	_____
30 Amps	_____	_____	1,211.00	1,816.50 = \$	_____
60 Amps	_____	_____	1,588.00	2,382.00 = \$	_____
100 Amps	_____	_____	2,093.00	3,139.50 = \$	_____
200 Amps	_____	_____	3,157.00	4,735.50 = \$	_____

#### SPECIAL LIGHTING (Price Includes Power & Labor for Installation)

Single Light Stand	_____	_____	161.75	242.75 = \$	_____
Double Light Stand	_____	_____	250.75	376.25 = \$	_____
4' Track with 3 Lights	_____	_____	274.50	411.75 = \$	_____
Arm Light	_____	_____	182.00	273.00 = \$	_____
Overhead Quartz Light*	_____	_____	413.50	620.25 = \$	_____

\* Overhead quartz lights include labor to install and first focus

\* May require labor and/or lift at additional charge. Please contact [FreemanLasVegasES@freeman.com](mailto:FreemanLasVegasES@freeman.com) for estimated charges.

For single or double light stand, price includes installation along the side rails of an inline booth. Placement elsewhere will require additional labor and materials.

Extension cords and power strips are available for rental at the Freeman Service Desk.

(467352) LV-C1 18/19

### ADDITIONAL INFORMATION

#### FOR ADVANCE PAYMENT PRICE

Your order with full payment along with a floor plan indicating main power location and distribution points, if applicable, must be received prior to:

**DEADLINE DATE OF:  
OCTOBER 22, 2018**

#### MULTIPLE OUTLET LOCATIONS / ISLAND BOOTHS

A scaled floor plan is required for orders with multiple outlet locations and/or island booths. Detailed examples are provided on the following page. If a power location or main drop in an island booth is not provided prior to show move-in, a location will be determined by Freeman in order to maintain delivery schedules. Relocation of the service will be charged on a time and material basis.

#### ISLAND BOOTHS

For island booths with no labor ordered, there is a 1/2 hour minimum installation charge and a 1/2 hour minimum dismantle charge.

#### INLINE AND PENINSULA BOOTHS

Power will be placed in the back of the booth unless otherwise specified

#### 24 HOUR SERVICES

If an uninterrupted power supply is required for the full duration of the show, please order 24 hour power. Electricity is turned on 30 minutes prior to show opening and turned off 30 minutes after show closes on show days. Power will be turned off immediately after final show closing. If you require power outside actual show hours, special arrangements should be made in advance. Additional charges may apply.

#### SEPARATE OUTLETS

Separate outlets should be ordered for each piece of equipment and/or each power location.

#### HANGING SIGNS

Show site prices will apply if your hanging sign is not received in advance at the warehouse prior to the warehouse shipping deadline date.

#### CANCELLATION

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

#### OVERHEAD POWER

If you require your power from overhead, additional materials and labor may be incurred. Please contact [FreemanLasVegasES@freeman.com](mailto:FreemanLasVegasES@freeman.com).

### TOTAL COST

Outlet(s)	\$ _____
Lighting	\$ _____
Tax	\$ <u>N/A</u>
<b>GRAND TOTAL</b>	\$ _____

# ELECTRICAL INSTRUCTIONS

## HOW TO CALCULATE YOUR ELECTRICAL REQUIREMENTS:

### For Equipment

All electrical equipment is stamped or labeled with electrical ratings usually found on the back or bottom of the equipment. Verify voltage and either amperage or wattage from the information provided. Standard office and household items operate on 110/120 volt power. Machinery and equipment typically require 208 or 280 volt power.

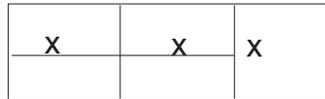
### For Lighting

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

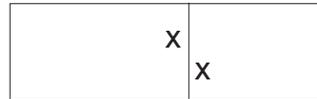
## LOCATION OF POWER IN YOUR BOOTH:

### Inline and Peninsula Booths

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



IN-LINE BOOTHS / PENINSULA

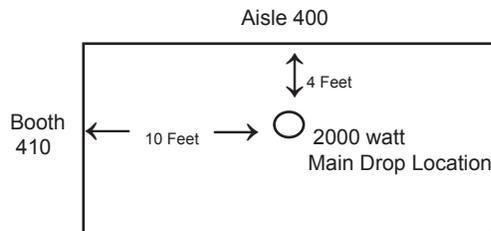


BACK TO BACK PENINSULA

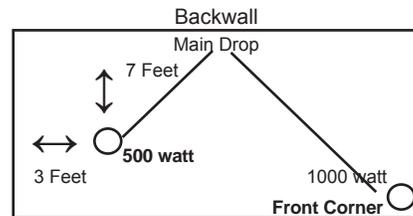
If power is required in locations other than indicated above, secondary distribution will be required and billed on a time and material basis. Please complete and submit an Electrical Labor Order Form with your power order, along with a floor plan as described below.

### Island Booths/Multiple Outlets

Floor plans are always required for Island Booths and orders for multiple outlet locations. The floor plan must indicate booth dimensions, surrounding booth numbers for orientation within the facility, each outlet location, required wattage or amperage and location for main drop. If power location in an island booth is not provided prior to show move-in, a location will be determined by Freeman in order to maintain delivery schedules. Relocation of the service will be charged on a time and material basis. See examples below. A grid is available at [www.freeman.com](http://www.freeman.com) to print as a basic layout.



Island Booth with one outlet



10 X 20 Booth with multiple outlets  
Labor Required

## OTHER:

1. Labor is required for any and all electrical work over and above the installation of the main power drop. Please see the Electrical Labor Order Form for complete details. Please complete the labor order form.
2. Dismantle labor will be automatically charged at 50% of the installation time and rounded to the nearest half hour.
3. All material and equipment provided by Freeman is for rental purposes only and remains the property of Freeman. All equipment will be removed at the close of the show by Freeman.
4. All equipment, regardless of power source, must comply with Federal, State, and local codes as well as any applicable local recognized electrical authorities and standards. Freeman reserves the right to inspect all electrical devices and connections to ensure compliance with all codes and proper permitting. Freeman is required to refuse connections where the exhibitor wiring is not in accordance with local electrical code and permitting.
5. Standard wall and other permanent building utility outlets or sockets are not part of booth space and may not be used by exhibitors unless electrical services have been ordered.
6. Exhibitors' cords must be a minimum of 14 gauge 3 wire with ground and must be flat when used for floorwork. All multi-outlet devices (eg - power strips) must have circuit protection. All exposed non-current carrying metal parts of fixed equipment, which are liable to be energized, shall be grounded.
7. Exhibitors' equipment will be modified to conform to Freeman receptacles. If an outage is the result of an exhibitor's equipment, then a labor charge may be assessed. Labor and materials to install or change a cord cap or fix an outage will be billed on a time and material basis.
8. Exhibitors with hardwall displays must arrange for power to be installed inside the booth or provide access.
9. Power sharing is not permitted between exhibitors.

INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **MJBizCon Fall 2018 / November 14-16, 2018**

COMPANY NAME: \_\_\_\_\_ BOOTH #: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_ PHONE #: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

For Assistance, please call 702-579-1700 to speak with one of our experts.

For fast, easy ordering, go to [www.freeman.com](http://www.freeman.com)

## ELECTRICAL LABOR

### LABOR RATES & SCHEDULE

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

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

Description	Advance Price	Show Site Price
Electrician - ST .....	\$ 142.00	\$ 199.00
Electrician - OT .....	\$ 284.00	\$ 398.00
Forklift w/operator - ST .....	\$ 313.50	\$ 439.00
Forklift w/operator - OT .....	\$ 431.50	\$ 604.00
Man Cage .....	\$ 38.75	\$ 54.25

Dismantle labor will be charged at 50% of the total install time rounded to the next half hour.

\* Show site price applies to all labor orders placed at show site.

\* Start time guaranteed only at start of working day.

Please refer to the "Hanging Sign Labor Order Form" and/or the "Truss & Theatrical Lighting Equipment & Labor Order Form" for all hanging signs, truss, chain motors and other hanging needs.

Review the list of work below to determine if electrical labor is required in your booth. None of the following services may be performed by other Unions or I&D houses as it falls under electrical jurisdiction. Time and material charges will apply. Please visit the Freeman Service Desk to confirm that you are ready for service.

Note: For more information and an example of a completed floor plan, please see the following page.

#### FLOOR WORK:

Floor work is the distribution of electrical under carpet and flooring

OK TO PROCEED WITHOUT EXHIBITOR PRESENT:

Complete Before: Date \_\_\_\_\_ Time \_\_\_\_\_

Work is completed prior to your arrival. Freeman must receive detailed blue prints/floor plans for power distribution under carpet.

PRINT NAME: \_\_\_\_\_

AUTHORIZED SIGNATURE: \_\_\_\_\_

EXHIBITOR SUPERVISION (DO NOT PROCEED)

#### BOOTH WORK:

Booth work is any of the following. Please check all that apply:

- Distribution of electrical overhead (more than one drop location in your booth).
- Distribution of electrical through booth structure.
- Mounting of plasmas/LCD monitors and lights.
- Connection or hard wiring of all exhibitor equipment.
- Lighting used as spot or flood lights
- Assembly and installation of all lighting from truss or beams (including assembly and hanging of truss).
- Wiring of overhead signs.
- Installation of electrical headers and/or light boxes.
- Other \_\_\_\_\_

#### LABOR REQUEST

#### SELECT WORK TYPE

Date \_\_\_\_\_ Time \_\_\_\_\_ # Electrician \_\_\_\_\_ Est. # Hours \_\_\_\_\_ Floor Work \_\_\_\_\_ Booth Work \_\_\_\_\_

Date \_\_\_\_\_ Time \_\_\_\_\_ # Electrician \_\_\_\_\_ Est. # Hours \_\_\_\_\_ Floor Work \_\_\_\_\_ Booth Work \_\_\_\_\_

Date \_\_\_\_\_ Time \_\_\_\_\_ # Electrician \_\_\_\_\_ Est. # Hours \_\_\_\_\_ Floor Work \_\_\_\_\_ Booth Work \_\_\_\_\_

Date \_\_\_\_\_ Time \_\_\_\_\_ # Electrician \_\_\_\_\_ Est. # Hours \_\_\_\_\_ Floor Work \_\_\_\_\_ Booth Work \_\_\_\_\_

Date \_\_\_\_\_ Time \_\_\_\_\_ # Electrician \_\_\_\_\_ Est. # Hours \_\_\_\_\_ Floor Work \_\_\_\_\_ Booth Work \_\_\_\_\_

NAME OF ON-SITE CONTACT: \_\_\_\_\_

CELL PHONE: \_\_\_\_\_

Special Instructions: \_\_\_\_\_

## ELECTRICAL INSTRUCTIONS

- 1 Labor rates are based on current wage scales and are subject to change in the event of a wage increase after rates have been published.
- 2 A minimum charge of one hour is applicable to all labor requests. Additional time on the same day is billed in 1/2 hour increments. Continuations to another day are a minimum of 1 hour.
- 3 Charges for labor commence at time of dispatch to service the labor call. A one hour minimum will apply if an exhibitor representative is not present at the time of call or reschedules the call, unless 24 hour advance notice is received in writing.
- 4 Labor charges will include the time for electricians to gather the necessary tools and material for the job, have their work checked by the client and return the tools and material to the supply area.
- 5 Exhibitors may supply their own 14 gauge 3 wire flat cable, extension cords and/or power strips, both of which must be grounded and UL approved.

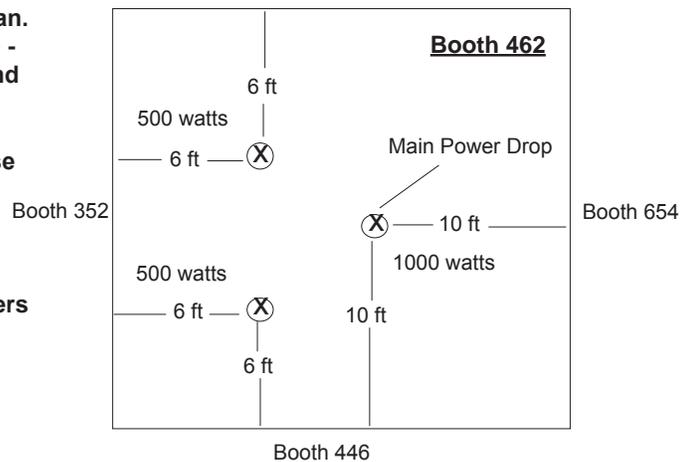
## CANCELLATION POLICY

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

## EXAMPLE OF PLAN AND INFORMATION REQUIRED TO COMPLETE FLOORWORK

Please indicate the following on the floor plan.

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



INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **MJBizCon Fall 2018 / November 14-16, 2018**

COMPANY NAME: \_\_\_\_\_ BOOTH #: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_ PHONE #: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

For Assistance, please call 702-579-1700 to speak with one of our experts.

For fast, easy ordering, go to [www.freeman.com](http://www.freeman.com)

## COMPRESSED AIR: 90-100 lbs. PSI

Please note: In order to obtain the Discount Price, your order and Method of Payment must be received by deadline date.

	QTY.	Discount Price	Standard Price	TOTAL
Service charge for 1st outlet (includes 1st 90 feet of air line).....	_____	701.00	1,051.50 = \$	_____
Each additional air outlet (within 5 feet of 1st outlet).....	_____	352.00	528.00 = \$	_____
Connection Fee (per connection, includes labor & materials).....	_____	175.50	246.00 = \$	_____
Additional footage per foot (after 1st 90 feet).....	_____	5.65	5.65 = \$	_____
CFM requirements (minimum 5 CFM per outlet - price is per CFM) ..	_____	11.25	17.00 = \$	_____
			<b>Total</b>	_____

Connection size and fitting is determined by CFM requirements. **Note:** Our Plumbing Department will not be responsible for moisture or water in air lines. Exhibitors should supply their own filter or other equipment to handle moisture or water. **Exhibitors are not allowed to bring air compressors on the show floor.**

## WATER

Service Charge for water outlet (includes first 90 feet of water line ..	_____	701.00	1,051.50 = \$	_____
Each additional water outlet (within 5 feet of 1st outlet).....	_____	352.00	528.00 = \$	_____
Connection Fee (per connection, includes labor & materials).....	_____	175.50	246.00 = \$	_____
Additional footage per foot (after 1st 90 feet).....	_____	5.65	5.65 = \$	_____
			<b>Total</b>	_____

**Note:** Pressure may vary. No guarantee can be made of minimum or maximum pressures. If pressure is critical, exhibitors should arrange to have a pressure regulator valve installed.

## DRAINS

Service Charge for first drain outlet at rear of booth (includes 1st 90 ft.	_____	701.00	1,051.50 = \$	_____
Each additional drain outlet within 5 feet.....	_____	352.00	528.00 = \$	_____
Connection Fee (per connection, includes labor & materials).....	_____	175.50	246.00 = \$	_____
Additional Footage per foot (after 1st 90 ft.).....	_____	5.65	5.65 = \$	_____
			<b>Total</b>	_____

**Note:** Pump may be required to function property and will be charged a rental fee.

## FILL & DRAINS

0 - 200 Gallons.....	_____	372.00	558.00 = \$	_____
201 - 400 Gallons.....	_____	587.00	880.50 = \$	_____
Each Additional 100 Gallons (after 400 Gallons).....	_____	45.75	68.75 = \$	_____
			<b>Total</b>	_____

**NOTE:** Plumbing Contractor not responsible for color or sediment in water fill. If waste water for drain contains hazardous material, chemicals or metals, it cannot be drained. Fill & drain prices do not include labor. There will be a minimum charge of one hour labor in and one hour labor out. Additional labor charges may be incurred if equipment leaks and/or endangers other property.

Ramps over utility lines in a booth are provided on a time and material basis. A minimum of one hour additional labor charge will apply to lay lines under the carpet or floor or to spot from ceiling. A minimum of one hour labor will apply to remove lines. Please attach floor plan with order to show location of lines

## NATURAL GAS

Service Charge for first gas outlet at rear of booth (includes 1st 90 ft.	_____	701.00	1,051.50 = \$	_____
Each additional gas outlet within 5 feet.....	_____	352.00	528.00 = \$	_____
Connection Fee (per connection, includes labor & materials).....	_____	175.50	246.00 = \$	_____
Additional Footage per foot (after 1st 90 ft.).....	_____	5.65	5.65 = \$	_____
BTU's needed per outlet.....	_____		<b>Total</b>	_____

## MISCELLANEOUS EQUIPMENT

Please call for an estimate and complete the following:

Equipment/Material \_\_\_\_\_ \$ \_\_\_\_\_

## LABOR

Installation labor for booth work/distribution will be billed in one-hour increments with a minimum of one hour. Dismantle labor will be billed at half of the install time with a minimum of one hour (excluding Fill & Drains).

	Advance Price	Show Site Price
<b>Straight Time</b> .....	\$ 117.00	\$ 164.00 = \$ _____
Monday - Friday, 8:00 a.m. - 4:30 p.m. (except holidays)		
<b>Overtime</b> .....	\$ 234.00	\$ 328.00 = \$ _____
Before 8:00 a.m. and after 4:30 p.m. weekdays,		
All day Saturday, Sunday and Holidays		

## TOTAL COST

Outlet(s)	\$ _____
Tax (8.25%)	\$ _____
Labor (non-taxable)	\$ _____
<b>GRAND TOTAL</b>	\$ _____

## PLUMBING CONDITIONS AND REGULATIONS

1. To receive discount prices, order must be received by Freeman with full payment.
  2. Credit will not be given for outlets installed and not used.
  3. All material and equipment furnished by Freeman for this service order shall remain Freeman property and shall be removed ONLY by Freeman at the close of the show.
  4. All equipment must comply with state and local safety codes.
  5. Claims will not be considered unless filed by exhibitor prior to close of show, no exceptions.
  6. Under no circumstances shall anyone other than "Qualified Plumbing Personnel" make service connections.
  7. All equipment using water must have inlet and outlet properly tagged.
  8. Unless otherwise directed, Freeman Plumbing Personnel are authorized to cut floor coverings to permit installation of service.
  9. Outlet rates listed cover bringing service from main line to booth and do not include connecting equipment.
  10. Service outlet size will be determined by the volume required.
  11. All work performed within booth attaching lines to equipment will incur a connection fee for each connection.
  12. All outlets will be installed on the floor at the backwall of booth
  13. Freeman will not be responsible for moisture or water in air lines. Exhibitors should supply their own filter or other equipment to handle moisture or wate .
  14. Freeman must have 30 days notice in order to supply special regulators, strainers, traps, etc.
  15. First outlet includes up to 90 feet of accomplished distance. Use of additional footage or equipment will be charged at the prevailing labor and material rate.
  16. Exhibitors are not allowed to bring air compressors on the show floor .
  17. Pressure may vary. No guarantee can be made of minimum or maximum pressures. If pressure is critical, exhibitors should arrange to have a pressure regulator valve installed.
  18. Additional charges may be incurred if a lift is needed to bring services to the booth.
  19. Please contact our Plumbing Department at 702/579-1700 for an estimate regarding labor or additional footage.
- **Electricity or electrical labor to connect and operate any plumbing apparatus is not included.**
  - **All electrical requirements must be ordered on the Electrical Rental Order Form.**

# The Las Vegas Convention Center Welcomes

# Marijuana Business **MJBizCon**

## November 14 —16, 2018

We look forward to assisting you with all of your food and beverage needs during your event. We offer a unique blend of traditional and upscale food and beverage services.

Allow us to create an extraordinary catering experience in your booth!



## Please Submit Your Order By:

### 12pm PST on Friday, November 2, 2018

Orders placed after this date will be subject to our on-site limited menu only.

This is the last date any changes or cancellation are permitted.

To Place Orders:

**Email:** [exhibitorcateringlvcc@centerplate.com](mailto:exhibitorcateringlvcc@centerplate.com) or

**Visit Online:** [lvvaexpresscatering.ezplanit.com](http://lvvaexpresscatering.ezplanit.com)

**For More Information Call:** 702-943-6779

### EXCLUSIVITY

Centerplate Catering holds the exclusive contract for food and beverage at the Las Vegas Convention Center. **NO OUTSIDE FOOD & BEVERAGE IS PERMITTED.** This includes bottled water and displays of candy. Centerplate reserves the right to assess a corkage fee for exceptions to our policies. Please review our food and beverage policy stating our guidelines and contact the catering department for further information.



**Centerplate**

Making It Better To Be There Since 1929.

The LVCVA and Centerplate values its customers' safety, health, and wellness in regard to food preparation, handling and regulations set forth by the Southern Nevada Health District. It is for the safety of customers that no outside food and beverage be permitted.

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**Centerplate is the exclusive food and beverage provider for the Las Vegas Convention and Visitors Authority (LVCVA).**



**No** outside food and beverage (including water) may be brought onto the premises owned or leased by the LVCVA. All food and beverage vendors, contractors, and services need to be contracted through Centerplate.



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Any questions, comments, or concerns should be directed to  
**Centerplate's Main Office at 702-943-6779**

*Thank You for Your Cooperation!*





# Welcome to **Las Vegas!**

**Welcome to Las Vegas a world-renowned destination for food, wine and free-spirited fun – where the natural beauty and entertainment options are matched only by the warmth and energy of an exciting community.**

Centerplate is a leading global event hospitality company and we are thrilled to be your exclusive hospitality partner at the Las Vegas Convention Center. Our style is collaborative and our Las Vegas team is delighted to work with you to ensure your experience here in this special location is smooth, successful and enjoyable. We are committed to delivering the finest food, amenities and service to impress your guests.

Much of our success comes from our attention to the important details that create truly welcoming experiences. From fresh, locally-sourced and quality ingredients to crisp, sincere and attentive service, our goal is to provide world-class hospitality for every one of our guests.

Whatever your needs, whether hosting attendee receptions, supplying convenient meals for your booth staff or creating custom menus for unique occasions, we are dedicated to helping you achieve extraordinary results. Please give us a call to start the planning process today!

Here's to your successful event in Las Vegas!

*Christine Kendzora*

Christine Kendzora

Director of Sales and Marketing

Centerplate at Las Vegas Convention Center

3150 Paradise Rd, Las Vegas, NV 89109



P: 702.943.6783

[christine.kendzora@centerplate.com](mailto:christine.kendzora@centerplate.com)



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**Centerplate**

Making It Better To Be There Since 1929.™

# SERVICE DIRECTORY

## DIRECTOR OF SALES & MARKETING

CHRISTINE KENDZORA

702.943.6783

## ASST. DIRECTOR OF CATERING & EXHIBITOR SALES

ANGELINA MARTINEZ

702.943.6757

## CENTERPLATE CATERING SALES OFFICE

702.943.6779

## LAS VEGAS CONVENTION CENTER

702.892.0711



### Gluten Free Items

These selections are prepared to exclude gluten from the list of ingredients. Please notify us if you have a gluten allergy. Centerplate does not operate a dedicated gluten-free, or allergen-free preparation and service space. Dishes made on-site are prepared on shared equipment, and may come into contact with products containing gluten and common allergens such as nuts.

# CENTERPLATE'S **COMMITMENT TO QUALITY**

Our meticulous quality assurance programs ensure we have the right systems and people in place to deliver the outstanding results our hosts seek.

We are very supportive of offering healthy choices at events by providing a wealth of fresh, customizable, and varied options that include low calorie, low-salt, low-fat, low-sugar, vegan, and gluten-free offerings, among others. Fresh fruit and vegetables, meatless entrees marketed to the mainstream, and light options are all very popular among our attendees.

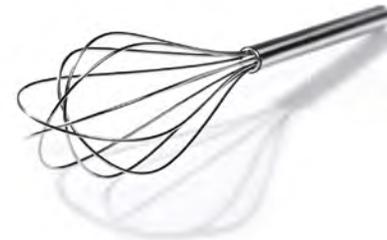


Our catering menus include fresh fruit platters, fresh vegetable crudité, grilled vegetable platters, customizable salads, fresh fish, grilled chicken, farm fresh vegetables, whole grain side selections, hummus and carved-to-order roasted turkey, fish and lean meats.

Our culinary staff is available to assist event planners throughout their planning process to design menus that are appealing, affordable and in keeping with their wishes. We solicit event organizers to determine the best selections and special options for their guests.

We have a wide variety of beverages, snacks, and main course options at every meal as well as retail and grab-and-go. Lean proteins and whole grains are available, as are water and unsweetened beverages. Many of our event services include Chef-attended action stations where guests may assemble their own ingredients for preparation, having control over what and how much goes into a dish.

We look forward to serving you!



# BREAKFAST MENUS



# BREAKFAST

## CONTINENTAL BREAKFAST

Prices listed are per guest. Minimum of 20 guests.

Served with freshly brewed regular coffee.

### Las Vegas Valley \$17.50

-  · Assorted bottled fruit juices
- Locally baked breakfast pastries and muffins
-  · Served with butter and preserves

### Sunrise Mountain Premium \$20.00

-  · Assorted bottled fruit juices
- Locally baked breakfast pastries and muffins
-  · Served with butter and preserves
-  · Desert Valley tableau of sliced fruit and berries



## LAS VEGAS VALLEY CONTINENTAL ENHANCEMENTS

Prices listed are per piece or guest.

-  **Greek Yogurt Parfait \$7.00**  
Greek yogurt, local desert honey, seasonal berries and house granola

-  **Steel-cut Oatmeal \$6.50**  
Assorted dried fruit, golden raisin, brown sugar, desert honey, milk and cinnamon

- English Muffin Breakfast Sausage Sandwich \$6.75**  
Scrambled eggs, maple and pork sausage patty and sharp cheddar cheese

- English Muffin Breakfast Country Ham Sandwich \$6.75**  
Scrambled eggs, country ham and jack cheese



- Breakfast Vegetarian Burrito \$7.00**  
Flour tortilla, scrambled eggs, roasted pepper, black beans, pepper jack and potatoes

- Breakfast Burrito \$7.00**  
Flour tortilla, scrambled eggs, roasted pepper, chorizo sharp cheddar and potatoes

- Pretzel Bun Breakfast Sandwich \$7.00**  
Scrambled eggs, turkey sausage patties and fontina cheese

- Orleans Breakfast Sandwich \$7.00**  
Cinnamon French toast, scrambled eggs, maple sausage patty and pepper jack cheese

 Gluten free pastries available on request.

# BREAKFAST

## BREAKFAST BUFFETS

Prices listed are per guest.

Minimum of 50 guests. Served with freshly brewed regular coffee.

### Las Vegas Sunrise \$30.75

-  · Scrambled eggs with sides of diced tomatoes and sautéed mushrooms
-  · Crispy hash brown potatoes
-  · Applewood bacon
-  · Desert valley tableau of sliced fruit and berries
-  · Assorted bottled fruit juices
  - Locally baked breakfast pastries, muffin and bagels with cream cheese
-  · Served with butter and preserves

### Silver State Sunrise \$34.00

-  · Scrambled eggs with sides sautéed mushrooms
-  · Southwest potato hash
-  · Applewood bacon
  - Green chili chorizo and jack cheese enchilada
-  · Desert Valley tableau of sliced fruit and berries
-  · Assorted bottled fruit juices
  - Locally baked breakfast pastries, muffin and bagels with cream cheese
-  · Served with butter and preserves



## BREAKFAST BUFFET ENHANCEMENTS

Minimum of 50 guests.

### French Toast Soufflé \$7.00

Brioche ginger cinnamon French toast baked with royal cream served with sides of maple syrup, whipped cream, desert honey butter and seasonal berry compote

### Las Vegas Farmer Market Cocotte \$7.50

Artichoke hearts, spinach, mushrooms, local goat cheese, egg custard and side of herbed tomato jam

### Old Las Vegas Diner Special \$8.50

Fried chicken, buttermilk waffle, spiced caramel, desert honey butter and agave syrup

-  Gluten free pastries available on request.



# BREAKFAST

## PLATED BREAKFASTS

Prices listed are per guest. Minimum of 25 guests.

All plated breakfasts are served with fresh fruit cups, locally baked breakfast pastries and muffins, butter, preserves, freshly squeezed orange juice, freshly brewed regular coffee, decaffeinated coffee and hot teas.

 **Old Vegas Diner \$26.80**

Fluffy scrambled eggs, southwest potato hash, herbed pork sausage patty and grilled tomato

 **Las Vegas Farmer's Market Torta \$27.00**

Artichoke hearts, spinach, mushrooms, local goat cheese, egg custard, root vegetable hash potatoes chicken apple sausage, and side of grilled tomato jam



 **Breakfast Enchilada \$27.00**

Corn tortilla stuffed with scrambled eggs, jack cheese, roasted green chili, ranchero sauce and southwest fingerling potato hash, hardwood smoked bacon

 **Fremont Street Frittata \$27.00**

Fire roasted sweet peppers, farm vegetables, cheddar cheese, chorizo sausage, egg custard, applewood bacon, semi-dried herb tomato and Lyonnaise potatoes

 **Vegas Egg Tian \$27.00**

Local goat cheese, leeks, onions, garden herbs, egg custard and side of ranchero sauce, applewood bacon and open country breakfast potatoes

 Gluten free pastries available on request.

# A LA CARTE MENUS



# A LA CARTE

## NON-ALCOHOLIC BEVERAGES

### Freshly Brewed Coffee \$142.50

(2.5 gallons)  
Regular coffee and decaffeinated coffee

### Royal Coffee Package \$180.00

(2.5 gallons)  
Freshly brewed coffee, cinnamon, nutmeg, chocolate sprinkles, sugar stir sticks and whipped cream

### Keurig® K-Cup Coffee Package \$98.00

Includes Keurig coffee brewer and 24 K-Cups

Available for first day rentals only  
Need to provide a 24" x 24" counter space.  
Requires a dedicated 120 Volt, 15amp outlet

### Keurig® K-Cup Brewer Additional Day Rental (per day) \$25.00

### Keurig® K-Cup Coffee Replenishment Kit \$196.00

Package Includes 48 K-Cups  
Ask Sales Manager about flavored coffee, decaf and tea K-cup options

### Espresso Machine \$650.00

(per day rental)  
Freshly brewed espresso, latté cappuccino or café mocha.  
One Barista included up to six hours per day  
(Each additional hour)

\$45.00

Requires two dedicated 120 volt, 20amp electrical outlets

### Italian Gourmet Espresso Kit \$275.00

(100 servings)  
Each kit includes espresso, chocolate syrup, cinnamon, milk and whipped cream  
Must accompany espresso machine rental (not "included")

### Tropicana® Bottled Fruit Juices (case of 24) \$84.00

Assorted flavors of orange, cranberry and apple

### Lemonade (2.5 gallons) \$90.00

### Brewed Iced Tea (2.5 gallons) \$90.00

### Hot Tea (2.5 gallons) \$142.50

### Assorted Pepsi® Soft Drinks \$78.00

(case of 24)

### Assorted Vitamin Water \$144.00

(case of 24)

### Assorted Cartons of Milk \$27.75

(case of 12)



# A LA CARTE

## NON-ALCOHOLIC BEVERAGES continued

### WATER

**Las Vegas Logo Water** (case of 24) \$45.60

**Aquafina® Eco-Fina Water** (case of 24) \$60.00

**Arrowhead® Spring Water** (case of 24) \$72.00

**Evian® Natural Spring Water** (case of 24) \$84.00

**Perrier® Sparkling Water** (case of 24) \$84.00

**Cold Water Cooler** (per day) \$38.00

Advance order – Requires a dedicated 110 volt 5amp electric outlet, includes only equipment.

**Nestle® Pure Life Water Jug** (5 gallon) \$29.00

**Bagged Ice** (20 pounds) \$25.00

### Custom Logo Bottled Water

16.9 oz or 12 oz bottles. 24 bottles per case. Minimum order of 25 cases. Ask your Sales Manager for timeline and requirements of logo artwork.



### LAS VEGAS INFUSED HYDRATION STATION

Decorative 2.5 gallon containers enhanced with fresh fruit garnish. Delivered with cups and napkins. Needs table or counter.

#### **Infused Spa Water**

2.5 gallon container (each) \$150.00

Pick one of these flavors: lemon-cucumber  
peach-pomegranate, red raspberry-basil,  
passion fruit-jalapeño, prickly pear-orange

#### **Infused Iced Tea**

2.5 gallon container (each) \$150.00

Pick one of these flavors: lemon-cucumber  
peach-pomegranate, red raspberry-basil  
passion fruit-jalapeño, prickly pear-orange

#### **Infused Lemonade**

2.5 gallon container (each) \$150.00

Pick one of these flavors: lemon-cucumber  
peach-pomegranate, red raspberry-basil  
passion fruit-jalapeño, prickly pear-orange



# A LA CARTE

## LAS VEGAS BAKERY

**Assorted Bakery Tulip Muffins** (dozen) \$42.00

**Assorted Bakery Bagels** (dozen) \$39.00  
Served with cream cheese

**Assorted Danish Pastries** (dozen) \$43.50

**Assorted Breakfast Breads** (dozen) \$41.00

**Assorted Breakfast Scones** (dozen) \$45.00  
Served with butter and preserves

**Assorted Croissant** (dozen) \$45.00

**Assorted Low Fat Muffin and Scones** (dozen) \$45.00

**Carl's Bakery Donuts** (dozen) \$36.00

**Freshly Baked Cookies** (dozen) \$36.00  
Chocolate chip, oatmeal raisin and macadamia white chocolate. Peanut butter available on request

**Brownies** (dozen) \$44.00  
Fudge, walnuts and chocolate chip

**Assorted Gourmet Cupcakes** (dozen) \$60.00

 **French Macaroons** (dozen) \$40.00

**Rice Krispy® treats** (dozen) \$44.00

**Bavarian Style Pretzel** (each) \$4.75  
Bavarian pretzel served with mustards and choice of cheese sauce or house beer sauce



**Half Sheet Cake\*** (40 slices) \$155.00  
Choice of fruit or cream filling

**Full Sheet Cake\*** (80 slices) \$290.00  
Choice of fruit or cream filling

\*Custom artwork available with prior notice and additional fees. Ask your Sales Manager.

Note: Toaster included in meeting rooms. Additional cost for booth and power required.

 Gluten free pastries available on request.



# A LA CARTE

## PANTRY

 <b>Seasonal Whole Hand Fruit</b> (each) \$2.50	\$2.50
 <b>Carved Seasonal Fruit and Berries</b> (per person) \$7.75	\$7.75
 <b>Assortment of Greek Yogurts</b> (each) \$5.00	\$5.00
<b>Assortment of Cereals and Milk</b> (each) \$5.50	\$5.50
 <b>Tortilla Chips and Salsa</b> (per person) \$5.00	\$5.00
 <b>Tortilla Chips Salsa and Guacamole</b> (per person) \$8.00	\$8.00
<b>Kettle Chips &amp; Dip</b> (per person) \$6.00 Roasted onion and sour cream dip	\$6.00
 <b>Roasted Mixed Nuts</b> (per pound) \$42.00	\$42.00
<b>Traditional Snack Mix</b> (per pound) \$23.00	\$23.00

## PACKAGE GOODS

<b>Rold Gold® Pretzels</b> Individual bags (per dozen) \$27.00	\$27.00
 <b>Planters® Salted Peanuts</b> Individual bags (per dozen) \$27.00	\$27.00
 <b>Planters® Fruit and Nut Trail Mix</b> Individual bags (per dozen) \$27.00	\$27.00
<b>Assorted Bags of Chips</b> Doritos®, Cheetos®, Lays® Original and Barbecue Individual bags (per dozen) \$24.00	\$24.00
 Some Gluten free bags	
<b>Assorted Chex® Snack Mix</b> Traditional, Honey & Nut and Hot & Spicy Individual bags (per dozen) \$36.00	\$36.00
<b>Nature Valley® Granola Bars</b> Assorted flavors (per dozen) \$42.00	\$42.00
<b>Kellogg's® Nutri-Grain® Bars</b> Assorted flavors (per dozen) \$45.00	\$45.00
<b>Full Size Candy Bars</b> (per dozen) \$39.00	\$39.00
<b>Energy &amp; Protein Bars</b> (per dozen) \$57.00	\$57.00
<b>Ice Cream Novelties*</b> (dozen) \$48.00 Requires a portable freezer and dedicated 110volt 10amp line	\$48.00
<b>Premium Ice Cream Novelties*</b> (dozen) \$84.00 Requires a portable freezer and dedicated 110volt 10amp line	\$84.00
<b>Ice Cream Freezer Fee</b> \$250.00	\$250.00



# **BREAK** SERVICE



# SPECIALTY DISPLAYS

## BREAK SERVICE

### **Antique Style Popcorn Machine** (per day) **\$190.75**

(Attendant required) Size: 67Hx34Wx26D  
Power requirements are 110-volt 20amp  
dedicated power line

### **Table Top Style Popcorn Machine** (per day) **\$190.75**

(Attendant required) Size: 22Hx22Wx18D  
Power requirements are 110-volt 20amp  
dedicated power line table or counter top required

### **GF Popcorn Package** **\$180.00**

Popcorn kernels, oil and seasoning,  
including serving bags (200 bags)



### **Portable Cookie Oven** (per day) **\$55.00**

(Cookie Attendant required) Size: 22Hx22Wx18D  
Power requirements are 110-volt 20amp  
dedicated power line table or counter top required

### **Cookies for Cookie Station** (each case) **\$191.00**

Otis Spunkmeyer® cookie dough.

*Please pick one:* chocolate chip, sugar, oatmeal raisin  
and white chocolate macadamia nut cookie dough  
(serves 240 cookies)



# LUNCH MENUS



# LUNCH

## BOXED LUNCHES

Prices listed are per guest.

All boxed lunches are served with individual bags of chips, whole fresh fruit, cookie, condiments and bottles of water.

### The Red Rock Wraps \$28.75

Served with gourmet kettle chips, whole fresh fruit, pasta salad, cookie and bottled water

Selection of gourmet wrap sandwich:

- Southwest roast beef
- Roasted pepper wrap
- Grilled turkey and pesto wrap
- Grilled vegetable wrap

### The Garden Salad Patch \$28.75

Served with gourmet kettle chips, whole fresh fruit, cookie and bottled water

Selection of gourmet salad:

- Asian chicken salad
-  · Grilled chicken salad
-  · Southwest chicken salad
-  · Edamame veggie salad



### The Delicatessen Shop Lunch \$28.75

Served with gourmet kettle chips, whole fresh fruit, pasta salad, cookie and bottled water

Selection of gourmet sandwich:

- Focaccia chicken pesto
- Spicy Italian ciabatta
- Turkey pretzel bun
- Caprese focaccia

 Gluten Free Boxed Lunches available with prior notice. Ask your catering representative.



# LUNCH

## LUNCH PLATTERS

Sandwich platter serve approximately 12 guests.

Assortment bagged kettle chips accompany all platters.



### Only Vegas Platter \$254.00

- Chicken chipotle – Cotija cheese, lettuce, tomato on sourdough Kaiser
- Desert honey glazed ham and Swiss, lettuce on wheat Kaiser roll, herb crusted
- Roast beef, cheddar, lettuce and horseradish aioli on sourdough Kaiser
- Southwestern vegetable wrap – Jack cheese, chipotle Cotija cream cheese and grilled vegetables

### Sin City Sliders \$263.00

- Chicken BLT – sliced chicken breast meat, bacon and pico de gallo on baguette
- Italian Grinder – salami, spiced ham, pepperoni, provolone and pepperoncini salad on baguette
- Turkey Slider – pan roasted turkey, Jack cheese, roasted peppers, romaine and herb aioli on baguette

### Garden Patch Platter \$191.00

- Caprese Spring mix, mozzarella, semi-dried tomato on garlic herb wrap
- Southwestern vegetable wrap, Jack cheese, chipotle Cotija cream cheese and grilled vegetables
- Summer flavors – tomatoes, cucumbers, carrots, pea shoots, sunflower seeds, Boursin and provolone on Kaiser

### Pan Roasted Turkey and Butter Croissant Platter \$210.00

- Shaved pan roasted turkey
- Aged provolone, lettuce and grain mustard aioli
- Buttery croissants

### Four Corner Black Bean Chicken Wrap Platter \$240.00

- Pulled rotisserie chicken
- Stewed black beans
- Lettuce and aged cheese
- Flour tortillas

### Smoked Turkey on Cranberry Bread \$245.00

- Smoked turkey
- Swiss cheese
- Semi-dried tomatoes, lettuce and lemon-thyme aioli
- 9-grain cranberry bread

### Edamame Veggie Wrap \$245.00

- Blended oriental vegetables
- Gaucamame
- Dried tomato and lettuce
- Spinach herb wrap

## LUNCH

**A LA CARTE LUNCH SALAD BOWLS**

Serves approximately 12 guests.

**GF** **Four Corners Salad** \$75.00  
Crispy romaine, corn, black beans, fire roasted peppers, tomato gems, cotija cheese and crispy tortilla strips served with chipotle avocado ranch and lime chili vinaigrette

**GF** **Fremont Street Caesar Salad** \$72.00  
Baby romaine spears, roasted peppers, crispy parmesan cheese, spiced pumpkin seeds and creamy caesar dressing, lemon herb vinaigrette

**GF** **Backyard Salad** \$72.00  
Assorted baby greens, tomato gems, cucumbers, carrots, beets and spiced goat cheese coins. Served with red vine vinaigrette and ancho ranch dressing

**GF** **Flower Salad** \$72.00  
Roasted cauliflower, broccoli, and carrot chili vinaigrette

**GF** **American Potato Salad** \$69.00  
Red bliss potatoes, whole grain mustard aioli, egg and celery

**Heirloom Rice and Grain Salad** \$72.00  
Heirloom rice and grains, mushrooms, artichokes, tomato gems and herb sherry vinaigrette

**ADD TO ANY SALAD AS AN ENHANCEMENT:**

**GF** **Herb Grilled Chicken Breast** \$28.00  
Carved and enhanced by sea salt and pink pepper



# LUNCH

## PLATED LUNCHES

### TWO COURSE

Prices listed are per guest. Minimum 50 guests.

Two course plated lunches served with Vegas bakery rolls, iced tea, freshly brewed regular coffee and water.

### MAIN COURSE

Please select one from the following:

#### **Hardwood Smoked Turkey Breast** \$34.00

Pepper jack cheese, desert orange chutney, leaf lettuce, Telera bread enhanced by Bazar salad, edamame four-grain salad

#### **Roasted Chicken Breast** \$34.00

Preserved lemon tomato chutney, Toscana pearl pasta salad; fire roasted garden vegetables, rocket lettuce and red wine dressing



#### **Honey Prickly Pear**

#### **Caramelized Chicken Breast** \$34.00

Roasted tri-colored fingerling chow chow, spiced haricot vert, crispy lettuce heart and passionfruit vinaigrette

#### **Local Herb Stout**

#### **Marinated Steak Pavé** \$36.00

Vegetable chimichurri, fire roasted cauliflower and broccoli, carrot chili dressing and southwest style potato salad



#### **Rare Miso and Sesame**

#### **Crusted Tuna Bloc** \$38.00

Asian lettuce wakami salad, pickled ginger and soba noodles, crispy and pickled vegetable salad, wasabi yuzu dressing



### PLATED DESSERTS

Please select one from the following:

**Mixed Fruit Crostata** – with sweet cream and berry balsamic syrup

**Meyer Lemon Tart** – with raspberry compote, blueberry syrup and sweet cream

**Maracuja Custard Tart** – with cream cloud raspberry, salted caramel sauce

**Tres Leches Cake** – with sea salt caramel, buttered rum sauce and sweet cream

**Chocolate Mousse Layer Cake** – with sweet cream and berry compote



Gluten free options available.



## LUNCH

PLATED LUNCHES continued

## THREE COURSE

Prices listed are per guest. Minimum 50 guests.

Three course plated lunches come with Vegas bakery rolls and butter, freshly brewed regular coffee, iced tea, water and choice of salad and dessert.

## MAIN COURSE

Please select one from the following:

**GF** **Ancho Rubbed Roasted Chicken Breast** \$43.20

Chimichurri velouté, southwest rice pilaf and seasonal local vegetable medley

**Herb Grilled Chicken Breast** \$43.20

Prickly pear mojito reduction, roasted chili corn pudding and southwest ratouille

**GF** **Pioneer Chicken Breast** \$43.20

Pepper, chili and mushroom caponata, fingerling potato hash, roasted baby roots

**GF** **Barbacoa of Beef** \$44.00

Chipotle crema diabla sauce, red bliss smashed potatoes, flame grilled asparagus

**GF** **Butler Steak** \$45.00

Mushroom ragout, herb wine sauce, yukon mousseline potatoes, grilled herb tomato, haricot vert

## CATERING MENU — LAS VEGAS CONVENTION CENTER



## SALADS

Please select one from the following:

**GF** **Our Simple Garden Salad**

Mixed baby leaf greens, tomato gems, cucumbers, carrot radish curls and creamy buttermilk ranch dressing and aged sherry vinaigrette

**GF** **Farmer Market Salad**

Baby greens, beet and carrot curls, cucumbers, tomato gems, strawberries, maytag blue cheese, raspberry vinaigrette and chive creamy dressing

**Four Corners Salad**

Crispy romaine, corn, black bean, fire roasted peppers, tomato gems, cotija cheese and crispy tortilla strips served with chipotle avocado ranch and lime chili vinaigrette

**GF** **Fremont Street Caesar Salad**

Baby romaine spears, roasted peppers, crispy parmesan cheese, spiced pumpkin seeds and creamy caesar dressing, lemon herb vinaigrette

**GF** **Backyard Salad**

Assorted baby greens, tomato gems, cucumbers, carrot, beets and spiced goat cheese coins and red vine vinaigrette and ancho ranch dressing

## PLATED DESSERTS

Please select one from the following:

**Flourless Chocolate Cake** – with raspberry syrup and sweet cream

**Lemon Custard Brûlée Tart** – with seasonal berry balsamic honey compote and sweet cream

**Orange Semolina Cake** – sweet cream and huckleberry compote

**New York Style Cheesecake** – sweet cream and seasonal berry compote

**Apple Crumble Tart** – sea salted caramel and sweet cinnamon cream

**GF** Gluten free options available.

# LUNCH BUFFETS



# LUNCH

## LUNCH BUFFETS

Prices listed are per guest. Minimum of 50 guests.

Your choice of two salads and choice of four sandwiches or wraps.

Beverages to be ordered from the A La Carte options.

### Gourmet Deli Lunch Buffet \$37.00

#### DELI SALADS

-  · Mixed greens, tomato gems, cucumbers, carrot curls and creamy dressing and vinaigrette
-  · Roasted cauliflower and broccoli and carrot chili vinaigrette
-  · Whole grain mustard potato salad
-  · Local rice salad, mushroom, artichoke, tomato gems and herb sherry vinaigrette
-  · Cajun root and grain salad, vegetable confetti and sugar cane vinaigrette

#### SANDWICHES

All sandwiches come with lettuce, tomato, sliced onion, dill pickles, mayonnaise, whole grain and yellow mustard.

- Hardwood smoked turkey and provolone cheese on an artisanal French roll
- Rare roast beef and sharp cheddar on an artisanal French roll
- Roasted vegetables and house hummus on an artisanal French roll
- Italian capicola, ham, Genoa salami, pepperoni and aged provolone on ciabatta



#### WRAPS

- Smoked turkey with brie mousse, greens, desert orange chutney and tortilla wrap
- Rare roasted beef, herbed garlic cheese, greens and tortilla wrap
- Black forest ham, Swiss cheese, honey mustard, greens and tortilla wrap
- Roasted eggplant, squash, peppers, semi-dried tomatoes, chickpea cheese and tortilla wrap

#### DESSERTS

-  · Whole fruit basket
- Gourmet cookies
- Gourmet brownies



 Gluten free sandwiches available upon request.

# LUNCH

## LUNCH BUFFETS continued

Prices listed are per guest. Minimum of 50 guests.  
Beverages to be ordered from the A La Carte options.

### Sunshine Mountain \$45.00

#### SALADS

##### Farmers Market Salad

Baby greens, beet and carrot curls, cucumbers, tomato gems, strawberries, side of caramelized walnuts, maytag blue cheese, raspberry vinaigrette and chive creamy dressing

##### Heirloom Potato Salad

Assorted Heirloom petite potatoes with whole grain creamy mustard dressing

#### MINI SLIDER SANDWICHES

- Ancho roasted turkey breast, crispy lettuce, semi-dried tomato, avocado aioli, Telera slider
- Carved beef tenderloin, blue cheese, smoked Gouda, horseradish aioli, multigrain slider
- Fresh mozzarella, Heirloom tomato, roasted peppers, aged balsamic aioli on sourdough slider
- Assorted individual bags of kettle potato chips

#### DESSERTS

-  • Crème brûlée with fruit garnish
-  • Fresh seasonal fruit and berry martini
- Assortment of house Las Vegas cupcakes



### Hacienda Plaza \$45.00

#### SALADS

-  • Corn, black bean, fire roasted peppers, tomato gems, crispy romaine cotija cheese and crispy tortilla strips served with chipotle avocado ranch and lime chili vinaigrette
-  • Roasted root vegetables, red rice, dried local stone fruit and honey prickly pear vinaigrette

#### MAINS

- Pioneer chicken enhanced by red pepper, sweet onion and local mushroom caponata
-  • Barbacoa of beef with chipotle sour cream diablo sauce
-  • Southwest blended rice
- Southwestern corn pudding
-  • Seasonal fresh vegetables

#### DESSERTS

- Tres leches cake
- Spiced flourless cake
-  • Flan de queso blanco



 Gluten free sandwiches available upon request.

# LUNCH

## LUNCH BUFFETS continued

Prices listed are per guest. Minimum of 50 guests.

### Summerlin Backyard BBQ \$45.00

#### SALADS

-  · Trio of sweet peppers, tomatoes, local onions, Spanish cucumbers, chick peas and lemon cilantro vinaigrette
-  · Mixed baby greens, spring berries, pine nuts, queso fresco, red vine vinaigrette and creamy chive dressing

#### MAINS

-  · Pecan wood smoked beef brisket with house prickly pear barbeque sauce topped with crispy sweet onion
-  · Grilled chicken breast enhanced by soft herb mojito velouté
- Roasted chili, three cheese mac and cheese
-  · Buttered golden mashed potatoes
-  · Farmers squash casserole

#### DESSERTS

- Prairie trail seasonal cobbler and spiced crema
- Fireside s'more cupcake
- Cheesecake with fruit compote



### Fremont Street \$45.00

#### SALADS

-  **Fremont Salad**  
Romaine spears, roasted peppers, black beans, crispy cheese, spiced pumpkin seeds  
Honey Meyer lemon vinaigrette and roasted red pepper ranch dressing

-  **Flower Salad**

Fire roasted cauliflower, broccoli and carrot lime chili vinaigrette

#### MAINS

-  · Pit roasted pulled pork enhanced by strawberry margarita barbeque sauce
-  · Honey citrus soy seared chicken breast and edamame chow chow
-  · Smashed red bliss garlic potatoes
- Spanish rice
-  · Local early spring ratatouille

#### DESSERTS

- Bittersweet chocolate mousse cake
- Berry crostata, Mexican cinnamon crema
- Walnut tartlets with sweet spiced cream



# LUNCH

## LUNCH BUFFETS continued

Prices listed are per guest. Minimum of 50 guests.

### Green Valley Backyard \$45.00

#### SALADS

##### Backyard Salad

Assorted baby greens, tomato gems, cucumbers, carrots, beets and side of spiced pecans. Served with red vine vinaigrette and ancho ranch dressing

##### Basque Salad

Peppers, cucumbers, red onions, roasted cauliflower, enhanced with lemon herb vinaigrette

#### MAINS

 · Roasted pork loin enhanced by stone fruit chutney

 · Ancho rubbed roasted chicken breast  
chimichurri velouté

· Roasted poblano pepper and three cheese mac  
and cheese

 · Brown rice pilaf

 · Las Vegas mache choux

#### DESSERTS

· Chipotle dark chocolate tart with orange cream

· Carrot cake with cream frosting

 · Mango and prickly pear mousse shots



# DINNER MENU



# DINNER

## PLATED DINNERS

Prices listed are per guest. Minimum of 50 guests.

All plated dinners come with Vegas bakery rolls and butter, freshly brewed regular coffee, iced tea, water and choice of salad and dessert.

## ENTRÉES

Please select one from the following:

- GF • **Roasted Airline Chicken Breast \$50.80**  
 Free range bone in chicken breast, candied Meyer Velouté, and whipped butter potatoes, southwest ratouille
- **Seared Chicken Ballotine \$52.00**  
 Local mushroom salad, truffle vinaigrette, herb pan perdue and seasonal bouquet of vegetables
- **Pork Toscana Vegas \$51.00**  
 Roasted prosciutto wrapped pork tenderloin, prickly pear citrus chutney, corn pudding and seasonal bouquet of vegetables
- GF • **Herb Crusted Butler Steak \$53.00**  
 Seared Angus Butler steak, chimichurri sauce, golden mashed potatoes and seasonal bouquet of vegetables
- **Agave Braised Beef Short Rib \$53.00**  
 Reduction glaze, mushroom salad, horseradish vinaigrette. Mac n' triple cheese cupcake, crispy sweet onions, roasted asparagus

- GF • **Supreme of Organic Salmon \$52.00**  
 Oven roasted organic supreme of salmon, pink grapefruit butter sauce, wilted greens, blistered baby Heirloom tomatoes and mushroom potatoes
- **Old Vegas Classic \$53.00**  
 Veal Osso Buco Milanese, reduction sauce, orange herb gremolata, saffron risotto and fontina cake, thyme roasted baby root vegetables



# DINNER

## PLATED DINNERS continued

### SALADS

Please select one from the following:

-  · **Farmer's Market Salad**  
Local baby green, herb encrusted goat cheese, radishes, seasonal berries, southwest spiced agave pecans and aged sherry vinaigrette
-  · **Roasted Beet Salad**  
Roasted beets, Belgian endive, bitter greens, seasonal citrus, pistachio crisp and blood orange vinaigrette
-  · **Butter Lettuce Hearts**  
Coeur of butter lettuce, baby Heirloom tomatoes, iced Bermuda onions straws, buttermilk blue cheese, croutons, creamy ranch dressing



### DESSERTS

Please select one from the following:

- **Crostata of Fresh Fruit and Berries**  
Bavarian cream, balsamic honey blueberry syrup and sweet cream
- **Passion Fruit Curd Cloud Tart**  
Raspberry compote, macaroons and sweet cream
- **Chocolate Grand Marnier Mousse Cake**  
Orange salad, raspberry glaze and sweet cream
- **Vanilla Bean Crème Brûlée**  
Macaroon and seasonal fruit garnish
- **Classic Opera Cake**  
Vanilla bean Anglaise, fruit compote and sweet cream

 Gluten free desserts available on request.



# RECEPTION MENUS



# RECEPTION

## COLD HORS D'OEUVRE

Prices listed are per piece. Minimum order of 50 pieces per item.

<b>GF</b> Tropicana Jumbo Shrimp Cocktail Sauce and Lemon	\$6.00	Beef Medallion Horseradish Cream, and Blue Cheese Short Bread	\$6.50
<b>GF</b> Antipasto Brochettes and Pesto Drizzle	\$6.00	Bresaola, Baby Arugula, Herbed Goat Cheese, Asiago on Crostini	\$6.50
Stuffed Piquillo Pepper, Hearts of Palm, Watercress and Wheat Toast	\$5.50	Scottish Style Smoked Salmon, Crepe, Lemon, Dill, Crème Fraiche and Tobiko	\$6.50
<b>GF</b> Southwest Corn Black Salad Encased in Taco	\$5.75	Las Vegas Spicy Tuna Tartar Cannoli	\$7.00
Smoked Chicken, Cotija Cheese, Pepper Jelly and Jalapeño Biscuit	\$5.75	<b>GF</b> Cold Water Lobster Roll, Romaine Lettuce, Tarragon, Fennel, Mango and Sauce Americaine	\$7.50
Five Spice Duck Breast, Cucumber, Red Pepper on Bao Buns	\$6.00		



# RECEPTION

## HOT HORS D'OEUVRE

Prices listed are per piece. Minimum order of 50 pieces per item.

<b>Large Tempura White Shrimp Hand Battered and Thai Sweet Chili Sauce</b>	<b>\$5.00</b>	<b>Four Corner Chicken Spring Roll and Cilantro Aioli</b>	<b>\$4.75</b>
<b>Crispy Boneless Wings and Ranch Dip</b>	<b>\$4.00</b>	<b>Barbacoa Beef Taquito and Ancho Crema</b>	<b>\$5.50</b>
<b>Spicy Buffalo Style Wings and Ranch Dip</b>	<b>\$4.00</b>	<b>Lobster Indian Corn Empanada and Lime Crema</b>	<b>\$6.00</b>
<b>Chorizo Arepas and Chimichurri Aioli</b>	<b>\$5.75</b>	<b>Coconut Crusted Shrimp and Pino Colada Crema</b>	<b>\$6.50</b>
<b>Artichoke Beignets and Meyer Lemon Crema</b>	<b>\$5.50</b>	<b>GF Chili Lime Chicken Kabob and Cilantro Greek Yoghurt Dip</b>	<b>\$6.00</b>
<b>GF Southwestern Style Bacon Wrap Scallop and Lime Chile Glaze</b>	<b>\$6.50</b>	<b>Raspberry and Brie Poufette</b>	<b>\$5.00</b>



# RECEPTION

## RECEPTION DISPLAYS & STATIONS

Prices listed are per guest. Minimum of 50 guests.

- GF Imported and Domestic Cheese Board \$9.00**  
Garnished with fresh and dried seasonal fruit, sliced baguette and assorted crackers
- GF Tableau of Carved Seasonal Fruit and Berries \$7.75**  
Served with Greek yogurt honey dipping sauce
- GF Local Farmer's Market Vegetable Crudité \$6.75**  
Served with buttermilk ranch dip
- Hummus Trio \$6.00**  
Traditional, white bean and roasted garlic, served with edamame mint, crispy pita chips and flatbreads
- Charcuterie Board of Cured Meats and Marinated Vegetables \$12.50**  
A selection grilled farmer's market vegetables, cured meats, flat breads, crostini and crackers
- GF Nacho Station \$12.00**  
Crisp corn tortilla chips, chicken tinga, refried pinto beans, jalapeño cheddar cheese sauce, pickled jalapeños, black olive rings, sour cream, pico de gallo and guacamole



### Bruschetta and Flat Bread Station \$11.00

Assortment of toppings, toasted flatbreads, crostini and pita chips. Served with fresh tomato, torn basil and garlic, roasted cauliflower, artichoke, arugula tapenade and classic olive tapenade. Includes classic humus, red beet humus and estate extra virgin olive oil

### Baked Wheel of Brie (each) \$140.00

(Each wheel serves approximately 35 guests)

Baked in crispy pastry crust, served warm with desert orange and prickly pear chutney and artisanal baguettes

### Pasta Station\* \$14.75

(Minimum of 100 guests)

Fresh four-cheese tortellini and penne rigate enhanced with breadsticks, crushed red pepper and parmesan cheese  
Select two sauces from the following: rosa sauce, pomodoro sauce, classic Genovese pesto and ragout of estate extra virgin olive oil, asparagus, smoked chicken, fresh tomato, assortment of mushrooms, garlic and sweet fresh basil

**Add Shrimp \$16.00**

**Add Crabmeat or Lobster \$18.00**

\*A culinary professional is required. \$180 per station.



# RECEPTION

## CULINARY ATTENDED ACTION STATIONS

Prices listed are per guest. Minimum of 100 guests.

### Four Corner Slider Station\* \$13.50

Las Vegas bakery buns, side of prickly pear cole slaw, house pickled vegetables and peppers

Choice of three:

- Black Angus slider with jalapeño jack cheese
- Pulled wood fired rotisserie chicken tinga
- Buffalo slider with caramelized onions and western blue cheese
- Black bean chipotle burger with chayote slaw and spiced avocado purée

### Las Vegas Street Vendor Taco\* \$16.00

Choice of corn or flour tortilla, enhanced by prickly pear cabbage salad, sour cream, guacamole and choice of salsa roja, verde or roasted corn pico de gallo

Choice of three:

- Agave and prickly pear pork carnitas
- Chipotle and tequila flame grilled Angus skirt steak
- Ancho chili and lime grilled chicken
- Margarita marinated grilled catch of the day
- Salsa verde and garlic grilled portobello mushroom



### Looking West to the Far East\* \$30.00

Tray passed, choice of two: (Server fees are required)

- Dungeness crab rangoon with apricot sweet and sour sauce
- Winter curry vegetable dumpling ponzu glaze
- GF • Vietnamese summer spring roll peanut butter glaze
- GF • Tiger style Heirloom tomato salad pickled shrimp lettuce cup

#### Small Plates:

- Steamed Bao station with choice of gingered beef short rib, poached lobster, Dungeness crab salad, stir fry of vegetables and barbeque pork, enhanced by pickled vegetable salad, sriracha mayo and house plum sauce
- GF • Five spiced smoked pork belly, forbidden rice cake with slaw of fennel, pineapple, tart cherries drizzled with caramel cappuccino gastrique
- GF • Charsiu of gingered, free-range duck breast of sweet and sour, eggplant, crispy house granola red rice cake. Served with cilantro Asian vegetable slaw and peanut ponzu vinaigrette

\*A culinary professional is required. \$180 per station.

# RECEPTION

## CARVED TO ORDER STATIONS

Prices listed are per item.

**GF** **Bone-In Turkey Breast\*** \$230.00  
(serves 25 guests)  
High desert herb rubbed and roasted turkey breast, prickly pear orange chutney, whole grain mustard, mayonnaise and Las Vegas bakery cocktail rolls

**GF** **Slow Roasted Whole Sirloin of Beef\*** \$390.00  
(serves 25 guests)  
Chimichurri, garlic herb aioli, whole grain mustard, mayonnaise and Las Vegas bakery cocktail rolls

**GF** **Herb Crusted Beef Tenderloin\*** \$550.00  
(serves 25 guests)  
Horseradish cream, garlic herb aioli, whole grain mustard, mayonnaise and Las Vegas bakery cocktail rolls

**Tri Color Pepper Crusted Heirloom Pork\*** \$375.00  
(serves 25 guests)  
Charred stone fruit and orange chutney, tarragon mustard aioli, chimichurri and Las Vegas bakery cocktail rolls



**GF** **Herb and Pepper Crusted Baron of Beef\*** \$550.00  
(serves 75 guests)  
Horseradish cream, garlic herb aioli, whole grain mustard, mayonnaise and Las Vegas bakery cocktail rolls

\*A culinary professional is required. \$180 per station.

**GF** Gluten free rolls available on request.



# RECEPTION

## DESSERT STATIONS

Prices listed are per guest. Minimum of 50 guests.

Served with freshly brewed regular coffee.

Based on an event duration of 90 minutes.

### Ice Cream Social \$12.00

Premium vanilla ice cream, served with assorted parlor toppings:

- Nuts
- Cherries
- Whipped cream
- Shredded toasted coconut
- Chopped assorted candy bars
- Cookies

\*Requires Freezer – fee: \$250.00

### Strawberry Shortcake Station \$14.50

Build your own strawberry shortcake station to include:

- Fresh strawberries
- Mixed berry compote
- Shortcake biscuits
- Pound cake
- Chocolate sauce
- Whipped cream



### Build Your Own Shortcake Station \$14.50

- Fresh local seasonal berries
- Buttermilk biscuits
- Angel food cake
- Agave caramel sauce
- Spiced chocolate sauce
- Whipped cream
- Mixed berry sauce

### Las Vegas Pastry Shop Window \$16.00

A selection of mini pastries, petit fours, chocolates and tarts

### Four Corner Sweet Street Taco Station\* \$16.00

- Crispy almond taco shells
- Crispy cinnamon taco shells
- Prickly pear mousse
- Avocado agave mousse
- Margarita mousse
- Fresh mixed fruit and berry salsa
- Agave caramel sauce
- Spiced chocolate sauce
- Whipped cream
- Mixed berry sauce



\*A culinary professional is required. \$180 per station.

# BEVERAGE MENUS



# BEVERAGES

## HOSTED BEVERAGES

All beverages are purchased by the host. Charges are based on consumption. One bartender per 100 guests is recommended.

### Premium Spirits \$8.50

By the cocktail

Ketel One Vodka

Tanqueray Gin

Bacardi Rum

Camarena Silver Tequila

Dewar's 12 Scotch

Bulleit Bourbon

Seagram's VO Whiskey

Hennessy V.S.O.P. Cognac

Fireball

Southern Comfort

Tuaca

Bailey's Irish Cream

Sweet Vermouth

Dry Vermouth

### Deluxe Spirits \$7.75

By the cocktail

New Amsterdam Vodka

Bombay Original Gin

Bacardi Superior Rum

Jose Cuervo Especial Tequila

Dewar's White Label Scotch

Jack Daniel's Whiskey

Seagram's 7 Crown Whiskey

Hennessy V.S. Cognac

Martini & Rossi Vermouth

DeKuyper Triple Sec



Please select one category of spirits per event.

Centerplate is proud to pour Finest Call brand mixers.

A guaranteed minimum threshold of \$650.00++ per bar, per four hours is required. If the minimum guarantee is not met, you will be charged the difference between the consumption and the minimum guarantee. Client in exhibit booths are required to reserve 2, 8' tables from the show contractor. Tables will be provided for all bars booked in meeting rooms.

# BEVERAGES



## HOSTED BEVERAGES continued

### Premium Wine By the glass \$7.25

Bonterra, Mendocino, Chardonnay  
 The Monterey Vineyard, Cabernet Sauvignon  
 Casillero del Diablo, Merlot  
 Ecco Domani, Delle Venezie, Pinot Grigio

### Deluxe Wine By the glass \$6.75

Canyon Road, Chardonnay  
 BV Century Cellars, Cabernet Sauvignon  
 Fetzer, Eagle Peak, Merlot  
 Placido, Pinot Grigio



### Imported and Microbrew Beer \$7.00

By the bottle/can

Corona Extra  
 Amstel Light  
 Heineken  
 Stella Artois  
 Sam Adams Boston Lager

### Malt \$7.00

By the bottle/can

Mike's Hard Lemonade  
 Angry Orchard Cider

### American Premium Beer \$6.00

By the bottle/can

Budweiser  
 Bud Light  
 Miller Lite  
 Coors Light  
 Michelob Ultra  
 O'Doul's (non-alcoholic)

### Draft Beer By the keg\*

American Premium \$525.00  
 Imported \$675.00

\*Please note we are not able to serve kegs on the second floor of an exhibit booth.

**Bottled Water** \$1.90

**Soda** \$3.25

Items listed a la carte pricing are to accompany a bar, not purchased individually.

Please select one category of wine and up to 5 varieties of beer per event.

Professional licensed bartenders are required.

A bartender fee of \$180+ per bartender be will applied per 4-hour period.



# BEVERAGES



## CASH BAR SERVICE

All beverages are purchased using cash or credit card by each guest. One bartender per 100 guests is recommended.

### Premium Spirits \$8.50

By the cocktail

Ketel One Vodka

Tanqueray Gin

Bacardi Rum

Camarena Silver Tequila

Dewar's 12 Scotch

Bulleit Bourbon

Seagram's VO Whisky

Hennessy V.S.O.P. Cognac

Southern Comfort

Tuaca

Bailey's Irish Cream

Sweet Vermouth

Dry Vermouth

### Deluxe Spirits \$8.00

By the cocktail

New Amsterdam Vodka

Bombay Original Gin

Bacardi Superior Rum

Jose Cuervo Especial Tequila

Dewar's White Label Scotch

Jack Daniel's Whiskey

Seagram's 7 Crown Whiskey

Hennessy V.S. Cognac

Martini & Rossi Vermouth

DeKuyper Triple Sec



Please select one category of spirits per event.

Centerplate is proud to pour Finest Call brand mixers.

A guaranteed minimum threshold of \$950.00++ per bar, per four hours is required. If the minimum guarantee is not met, you will be charged the difference between the consumption and the minimum guarantee. Client in exhibit booths are required to reserve 2, 8' tables from the show contractor. Tables will be provided for all bars booked in meeting rooms.

# BEVERAGES

## CASH BAR SERVICE continued

### Premium Wine \$7.50

By the glass

Bonterra, Mendocino, Chardonnay  
The Monterey Vineyard, Cabernet Sauvignon  
Casillero del Diablo, Merlot  
Ecco Domani, Delle Venezie, Pinot Grigio

### Deluxe Wine \$7.00

By the glass

Canyon Road, Chardonnay  
BV Century Cellars, Cabernet Sauvignon  
Fetzer, Eagle Peak, Merlot  
Placido, Pinot Grigio



Please do not hesitate to contact your Catering Sales Manager for assistance with your event's beverage menu.

### Imported and Microbrew Beer \$7.00

By the bottle/can

Corona Extra  
Amstel Light  
Heineken  
Stella Artois  
Sam Adams Boston Lager

### Malt \$7.00

By the bottle/can

Mike's Hard Lemonade  
Angry Orchard Cider

### American Premium Beer \$5.75

By the bottle/can

Budweiser  
Bud Light  
Miller Lite  
Coors Light  
Michelob Ultra  
O'Doul's (non-alcoholic)



**Bottled Water** \$1.90

**Soda** \$3.25

Items listed a la carte pricing are to accompany a bar, not purchased individually.

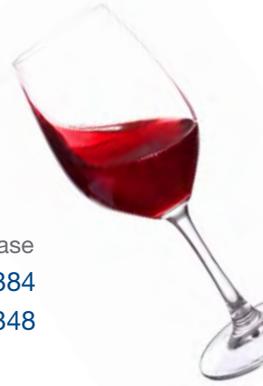
Please select one category of wine and up to 5 varieties of beer per event.

Professional licensed bartenders are required.

A bartender fee of \$180+ per bartender be will applied per 4-hour period.

Cash prices are inclusive of service charge and state sales tax.

# BEVERAGES



## WINES

### Chardonnay

	Bottle	Case
Fetzer Sundial, <i>California</i>	\$29	\$348
Dark Horse, <i>California</i>	\$32	\$384
Beaulieu Vineyards, <i>Carneros, Napa</i>	\$65	\$780

### Pinot Gris

Rainstorm, <i>Willamette Valley, Oregon</i>	\$32	\$384
MacMurray Estate Vineyards, <i>Russian River</i>	\$46	\$552
Banti Placido, <i>Italy</i>	\$51	\$612

### Sauvignon Blanc

Bonterra (Organic), <i>Mendocino County</i>	\$32	\$384
William Hill Estate Winery, <i>Central Coast</i>	\$42	\$504
Whitehaven Marlborough, <i>New Zealand</i>	\$61	\$732

### Riesling

Pacific Rim (Dry Organic), <i>Columbia Valley</i>	\$32	\$384
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### Sparkling Wine · Champagne

Wycliff Brut, <i>California</i>	\$32	\$384
Michelle Brut, <i>Columbia Valley</i>	\$40	\$480
LaMarca Prosecco, <i>Treviso, Italy</i>	\$52	\$624
Chandon Brut Classic, <i>Carneros, Napa</i>	\$60	\$720

### Cabernet

	Bottle	Case
Dark Horse, <i>California</i>	\$32	\$384
Fetzer Valley Oaks, <i>California</i>	\$29	\$348

### Merlot

Columbia Crest Grand Estate, <i>Columbia Valley</i>	\$33	\$396
Bonterra (Organic), <i>Mendocino County</i>	\$44	\$528
Fetzer Eagle Peak, <i>California</i>	\$29	\$348

### Pinot Noir

The Monterey Vineyards, <i>Monterey</i>	\$40	\$480
Rainstorm, <i>Willamette Valley, Oregon</i>	\$52	\$624
Edna Valley, <i>California</i>	\$60	\$720
MacMurray Estate Vineyard, <i>Russian River</i>	\$55	\$660

### Malbec

Trivento Golden Reserve, <i>Mendoza, Argentina</i>	\$38	\$456
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### Viognier - Red Blend

Stags Leap Twelve Falls, <i>Napa</i>	\$119	\$1428
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### Zinfandel

Frei Brothers Reserve Dry Creek, <i>Sonoma</i>	\$52	\$624
Rosenblum Cellars, Old Vine, <i>Sonoma</i>	\$62	\$744

Wines are subject to change based upon availability.

# INFORMATION



# GENERAL INFORMATION



## POLICIES AND PROCEDURES

**PLEASE TAKE THE TIME TO FAMILIARIZE YOURSELF WITH OUR POLICIES.**

**As the Las Vegas Convention Center and Visitor Authority's exclusive caterer, Centerplate is renowned for its impeccable, world-class service, truly delectable cuisine and superb selection of menus that can be customized to any event or special occasion. Whether it's a casual brunch, an elegant sit-down dinner or a reception featuring vibrant international cuisine, Centerplate's culinarians will use only the finest and freshest ingredients to create a truly extraordinary dining experience for you and your guests. From first course to last, Centerplate is committed to providing Craveable Experiences with Raveable Results.**

**In keeping with attention to every detail, we offer the following information to facilitate your planning. Count on your dedicated Catering Sales Professional to assist you in your pre-planning activities and communicate your goals to our operations team. Together, we will execute all services to your delight and satisfaction.**

### EXCLUSIVITY

Centerplate maintains the exclusive right to provide all food and beverage in the Las Vegas Convention Center and Visitors Authority. All food and beverages, including water, must be purchased from Centerplate.

### FOOD AND BEVERAGE PRICING

A good faith estimate of Food and Beverage prices will be provided six (6) months in advance of the Event's start date and will be confirmed at the signing of the contract. However, certain environmental factors may affect pricing such as the Nevada drought. Prices are based on current market availability and cost, which fluctuate and are subject to change. Your Catering Manager will work with you to make product substitutions due to any of the above listed scenarios, or any other scenario which dramatically affects the price of the Food and Beverage for the Event.

### SERVICE CHARGES AND TAX

A 19% service charge will apply to all food and beverage charges. Current state and local sales taxes apply to all food, beverage, labor charges, equipment rentals and service charges, and are subject to applicable tax laws and regulations.

A Service Charge of 19% is added to your bill for this catered event/function (or comparable service). 19% of the total amount of this Service Charge is a "House" or "Administrative Charge" which is used to defray the cost of set up, break down, service and other house expenses. 80% of the total amount of this Service Charge is distributed to the Employees providing the service as a gratuity. You are free, but not obligated, to add or give an additional gratuity directly to your servers.

# GENERAL INFORMATION

## POLICIES AND PROCEDURES continued

If the Customer is an entity claiming exemption from taxation in the State where the Facility is located, the Customer must deliver to Centerplate satisfactory evidence of such exemption thirty (30) days prior to the Event in order to be relieved of its obligation to pay state and local sales taxes.

### PAYMENT POLICY

A 90% deposit and signed Food and Beverage contract is due 30 days prior to your Event or upon receipt of the preliminary invoice. The remaining balance will be due five (5) business days prior to the start of your event. The balance and any additional charges incurred during the Event, is required within 15 days following receipt of the Final Invoice. Centerplate will begin to accrue 1.5% interests from the date of the invoice if not paid within 15 days. Additionally, any costs of collection and enforcement of the contracted services will be the responsibility of the Customer.

**For Social Events (non-convention related), a 25% deposit is required upon signing the contract. An additional deposit of 50% of the total estimated food and beverage is required 45 days in advance of the Event. The remaining balance of payment is required 72 business hours prior to the Event by either Cashier's Check or Credit Card. Any additional charges incurred during the function will be due upon completion of the Event.**



### CHINA SERVICE

In all carpeted Meeting Rooms and Ballrooms, china service will automatically be used for all plated meal services.

If china is preferred for food and beverage events located in the Exhibit Halls, Sails Pavilion or Outdoor Terraces, the following fees will apply:

- Breakfast, Lunch, Receptions and Dinners: \$6.00+ per person, per meal period.
- Refreshment or Coffee Breaks: \$3.00+ per person, per break.

In our continued determination to further our green efforts, we use a compostable, biodegradable and sustainable set of disposable ware. Please speak to your Catering Sales Manager for additional disposable options.

### LINEN SERVICE

Centerplate provides in-house linen for meal functions with our compliments, excluding break services. Additional linen fees will apply to specialty linens. Our Catering Sales Manager will be happy to offer suggestions for your consideration and quote corresponding linen fees.

### DELIVERY

Due to the magnitude of our catering events, all service will be delivered within a window of one hour based upon the requested time of service. If you would like to guarantee delivery times, then a dedicated server is required and applicable labor fees apply. A \$25.00 delivery charge or trip charge will apply for each food and beverage delivery. Please allow a minimum of 90 minutes for all on-site and unscheduled replenishment requests during the show.

# GENERAL INFORMATION



## **POLICIES AND PROCEDURES** continued

### **HOLIDAY SERVICE**

There will be an automatic additional labor fee for food and beverage service or preparatory days on the following Federal holidays: New Year's Eve and Day, Martin Luther King Jr. Day, President's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day.

At the time of booking the Event(s), Centerplate will notify the Customer of estimated labor fees based on the information supplied by the Customer.

### **DELAYED OR EXTENDED SERVICE**

On the day of your Event, if the agreed upon beginning or ending service time of your meal changes by 30 minutes or more, an additional labor charge of \$1.50+ per attendee will apply, per each ½ hr.

Should your Event require extended service time, often necessitated by high-security functions, an additional labor charge of \$1.50+ per attendee will apply, per each ½ hour of additional service.

All meal pricing includes a maximum of two hours of service time per function. Should your Event require extended service time, an additional labor charge of \$1.50+ per attendee will apply, per each ½ hour.

### **CONCESSION SERVICE**

Appropriate operation of Concession Outlets will occur during show hours. Centerplate reserves the right to determine which Carts/Outlets are open for business and hours of operation pending the flow of business. For additional Concession Carts/ Fixed Outlets, a minimum guarantee in sales is required per Cart/ Outlet or Customer will be responsible for the difference in sales per Cart/Outlet.

### **GUARANTEES**

The Customer shall notify Centerplate, no less than five (5) business days (excluding holidays and weekends prior to the Event, the minimum number of persons the Customer guarantees will attend the Event (the "Guaranteed Attendance"). There may be applicable charges for events with minimal attendance.

If Customer fails to notify Centerplate of the Guaranteed Attendance within the time required, (a) Centerplate shall prepare for and provide services to persons attending the Event on the basis of the estimated attendance specified in the BEO's, and (b) such estimated attendance shall be deemed to be the Guaranteed Attendance.

Centerplate will be prepared to serve five percent (5%) above the Guaranteed Attendance, up to a maximum of 30 meals (the Overage). Overage applies to plated meal services only.

# GENERAL INFORMATION



## POLICIES AND PROCEDURES continued

- If this Overage is used, the Customer will pay for each additional person at the same price per person/per item, plus applicable service charges and sales tax.
- Should additional persons attend the event in excess of the total of the Guaranteed Attendance plus the Overage, Centerplate will make every attempt to accommodate such additional persons subject to product and staff availability. Customer will pay for such additional persons and/or a la carte items at the same price per person or per item plus the service charge and local taxes.
- Should the guaranteed attendance increase or decrease by 33% or more from the original contracted number of guests, an additional charge of 20% per guaranteed guest may apply.

Meal functions of 2,500 and above are considered “Specialty Events” and may require customized menus. Your Catering Sales Manager and our Executive Chef will design menus that are logistically and creatively appropriate for large numbers. In certain cases, additional labor and equipment fees may be applied to successfully orchestrate these events.

The Guaranteed Attendance shall not exceed the maximum capacity of the areas within the Facility in which the Event will be held.

### SECURITY

At the discretion of the Las Vegas Convention Center and Visitors Authority, in order to maintain adequate security measures, the Customer may be required to provide security for certain functions. Security personnel will be at the Customer’s sole expense. Please consult your Event Manager for details.

### ALLERGIES

We cannot guarantee that cross contact with allergens will not occur and cannot assume any responsibility or liability for a person’s sensitivity or allergy to any food item provided in our facility.

### LABOR

All labor is scheduled at four hour minimum. After eight hours, the hourly labor rate increases to time and one-half. After 12 hours, the hourly rate increases to double time. Our union service personnel are entitled to two 15 minute and one 30 minute break per eight hour shift.

- **Food Server, Runner, Bus Person, or Attendant:**  
\$120.00 – Four hour minimum      \$30.00 – per additional hour
- **Culinary Attendant or Bartender:**  
\$180.00 – Four hour minimum      \$45.00 – per additional hour
- **Booth/Meeting Room Manager:** \$600.00 – per day
- **Personal Chef:** \$600.00 – per day

# GENERAL INFORMATION

## POLICIES AND PROCEDURES continued

### ALCOHOL

As the provider of alcoholic beverages at the Las Vegas Convention Center and Visitors Authority, Centerplate takes very seriously the need for responsible and lawful consumption of alcohol and we ask that you do the same.

All Hosted Bars are based on consumption, unless otherwise contracted. For Hosted Bars, a guaranteed minimum sales threshold of \$650.00(++) per bar per four hours is required.

For Cash Bars and Ticketed/Cash Bars, a guaranteed minimum sales threshold of \$950.00(+) per bar per four hours is required.

For Ticketed Bars not offering cash sales, a guaranteed minimum sales threshold of \$650.00(++) per bar per four hours is required.

All bar services lasting more than 4 hours will incur an increased minimum sales threshold. If the minimum guarantee is not met, you will be charged the difference between the consumption and the minimum guarantee. The requirements and expectations of any Centerplate customer with regard to the service of alcoholic beverages at the Las Vegas Convention Center and Visitors Authority are as follows:

- As a host of all users of your booth or meeting room, you are responsible for the appropriate and lawful consumption of alcohol by your guests. You must ensure that all guests who consume alcoholic beverages in your booth or meeting room are at least TWENTY-ONE (21) years of age or older. We urge that you check proof of age, such as a driver's license, to be certain. In our operations, Centerplate follows a policy requiring proof of age from anyone appearing to be under the age of 30. We recommend you adopt a similar policy for your booth or meeting room.
- All alcoholic beverages must be consumed within the booth or meeting room. NO alcohol can be removed from the Las Vegas Convention Center and Visitors Authority at any time.
- The consumption of alcoholic beverages by intoxicated guests, or guests appearing to be intoxicated, is prohibited.
- All spirits must be served by Centerplate personnel.

Las Vegas destination pictures credit of the Las Vegas Convention and Visitors Authority News Bureau.







## **MAKING IT BETTER TO BE THERE®**

As a leader in event hospitality, Centerplate is committed to welcoming guests to moments that matter at more than 300 premier sports, entertainment, and convention venues worldwide. From Super Bowl 50, to the U.S. Presidential Inaugural Ball, to the winning of the Triple Crown, we are committed to making the time people spend together more enjoyable through the power of authentic hospitality, remarkably delivered. Thank you for giving us the opportunity to be a part of your next favorite story.





**ONE OPTION BELOW MUST BE SELECTED:**

- Company Check used for total charges on initial catering contract. Credit Card to be used for additional items ordered on site.
- Credit Card to be used for all charges Pre-Ordered for the show and additional items Ordered On-Site.

Credit Card #: \_\_\_\_\_ Credit Card Type: \_\_\_\_\_

Cardholder's Name: \_\_\_\_\_

Exp. Date: \_\_\_\_\_ CID #: \_\_\_\_\_

- Check this box if billing address for this credit card is the same as Address listed on page (1)

**If the address is different, please fill in the information below for the credit card**

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**BY SIGNING BELOW**, CUSTOMER AGREES TO PAY TOTAL CHARGES AS SPECIFIED ON THE CATERING CONTRACT AS WELL AS ANY APPLICABLE CHARGES FOR ADDITIONAL ITEMS ORDERED ON-SITE. CENTERPLATE WILL USE THIS AUTHORIZATION FOR ANY ADDITIONAL CHARGES INCURRED AS A RESULT OF ON-SITE ORDERS PLACED BY YOUR REPRESENTATIVE(S).

**AUTHORIZED SIGNATURE** \_\_\_\_\_ **DATE** \_\_\_\_\_

Once the above information has been completed, a Banquet Event Order (BEO) and Catering Contract will be processed. **Pre-Payment is required.** Payment arrangements can be made either by company check or credit card. Last page of this form is a fax cover page for your convenience.

**PLEASE RETURN ORDER TO:**

**EMAIL: [EXHIBITORCATERINGLVCC.COM](mailto:EXHIBITORCATERINGLVCC.COM)  
OR DIRECTLY TO YOUR CATERING SALES MANAGER**

**BOOTH ORDER FORM AND CREDIT CARD AUTHORIZATION MUST BE COMPLETED AND RETURNED TOGETHER FOR YOUR ORDER TO BE PROCESSED.**



**DO NOT include any credit card or personal information with this form**

## Food and Beverage Sampling / On-Site Preparation Approval Form

To provide a safe and comfortable tradeshow environment, and to comply with fire safety codes, the Catering Department at the LVCC requires specific information for all on-site food and beverage preparation and dispensing.

Name of Event: \_\_\_\_\_ Date of Event: \_\_\_\_\_

Company Name: \_\_\_\_\_ Booth #: \_\_\_\_\_

Contact/Title: \_\_\_\_\_ Contact Number: \_\_\_\_\_

Email: \_\_\_\_\_ On-Site Contact Number: \_\_\_\_\_

Proprietary Product to be Prepared/Sampled: \_\_\_\_\_

*Non-Alcoholic Beverages are limited to a maximum 3oz containers. All alcoholic beverage sampling requires prior approval as specific laws and policies apply. Please speak with your catering sales manager for further information.*

*Food items are limited to a sample size not more than 2oz.*

Portion Size to be Dispensed      2oz       3oz

*Nevada Health Law requires use of a hand washing and sanitation station when sampling or preparing food/beverage. You may provide your own station or purchase from Centerplate.*

Will you be purchasing a hand washing and sanitation kit from Centerplate? Yes  No

*If yes, a member of the Catering Department at the LVCC will be in contact.*

Will you be heating or cooking food? Yes  No

*If yes, an LVCVA Fire Prevention coordinator will be in contact*

Please list the heating or cooking equipment to be used: \_\_\_\_\_

By submitting this form, I acknowledge I have read and understand the food and beverage policies at the LVCC.

**Approval from both LVCC and the Catering Department at LVCC must be received prior to finalizing your plans.**

**Email completed form to: [foodprepandsample@lvcva.com](mailto:foodprepandsample@lvcva.com)**

**DO NOT include any credit card or personal information with this form. A Centerplate representative will follow up with you on any balance due**

**All aforementioned policies will be strictly managed by the LVCC, Centerplate, and the Southern Nevada Health District. Any violation will result in the removal of product from the show floor and or obligatory discontinuation of booth activities.**

## HAND WASHING & SANITATION KIT

ALL APPROVED FOOD AND BEVERAGE SAMPLING EXHIBITORS ARE REQUIRED TO HAVE HAND WASHING/SANITATION KITS.

Email Completed Form To: exhibitorcateringlvcc@centerplate.com

Show/Event Name:			
Company:			Booth Number:
Address:		City, State, Zip, Country:	
Phone:	Fax:	E-mail:	
Authorized Contact – Please Print:		Authorized Contact Signature:	

### Hand Washing & Sanitation Kit: \$75.00+

Hand Washing Kit to include:

- 1 Water Dispenser, 2.5 Gallons of Hot Water, 1 Roll of Paper Towels, Hand Soap, Disposable Bucket
  - Hot Water re-fill stations will be available as directed on the show floor.
  - Water Dispenser must be returned to Centerplate prior to show close. *Unreturned dispensers will result in a charge of \$150.00.*

Sanitation Kit to include:

- 100 Professional Grade Sanitizing Wipes

Pick up locations to be determined. Please contact your Catering Manager. For all deliveries, a \$25.00+ fee applies.

Date	Quantity	Price	Delivery Time	Total
			Subtotal	\$
			NV State Tax (8.25%)	\$
			Delivery Fee	\$
			Total	\$

Pre-payment is required. By signing below, customer agrees to pay total charges as specified as well as any applicable charges for additional items ordered on-site. Centerplate will use this authorization for any additional charges incurred as a result of on-site orders placed by your representatives(s).

### Credit Card Authorization:

Cardholder's Name: \_\_\_\_\_

Credit Card Type: \_\_\_\_\_

Credit Card Number: \_\_\_\_\_

Expiration Date: \_\_\_\_\_

Billing Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Handwashing Sanitation Kit**



**\$75.00+ tax Show Rental**

**Accompaniments:**

1 Disposable Bucket, 1 Roll Paper Towel, 1 Hand Soap, 1 2-Gallon Water Dispenser

**Requirements:**

Thermos Water Dispenser must be returned to Centerplate.

**\*\*\* Any unreturned dispensers will result in a charge of \$150\*\*\***

## **EXHIBITOR INSURANCE PROGRAM**

### **EXHIBITOR GENERAL LIABILITY INSURANCE**

Marijuana Business Media requires that all Exhibitors carry Commercial General Liability Insurance with limits of at least \$1,000,000 per occurrence, \$2,000,000 aggregate. Marijuana Business Media and the Las Vegas Convention Center shall be named as Additional Insured. This Insurance must be in force during the lease dates of the event, November 12-17, 2018.

Our insurance:

- Protects exhibitors who do not have Commercial General Liability Insurance or who do not want to use their own insurance
- Protects foreign exhibitors whose insurance will not pay claims brought in U.S. courts
- Cost is \$65 per exhibiting company - regardless of booth size
- We also offer 6 month and 12 month coverage for exhibitors attending multiple shows

### **ShowDown® EXHIBITOR EVENT CANCELLATION INSURANCE**

This is an optional program that John Buttine Inc offers to exhibitors. This program covers your expenses to attend a show (airfare, hotel rooms, etc).

This insurance:

- Protects against loss of incurred expenses in the event of an Event's cancellation, relocation, postponement, or curtailment
- Covers the extra cost to get key staff or equipment to the show site in event of weather-related travel delays, sickness, death of immediate family and even jury duty
- Pays for loss related to damage of booth equipment and show-related products and displays
- Policy includes loss due to power outage at exhibition site

There are three limit options: \$10,000, \$25,000, and \$50,000 and the cost ranges from \$250 to \$750 per event.

### **IT'S EASY TO APPLY...**

- Apply online at <http://www.buttine.com/eventExhibitor.html>
- Scan below to download our new Mobile App or search *Buttine Insurance* in the App Store.



### **QUESTIONS?**

Please Contact:  
Buttine Underwriters Purchasing Group, LLC  
Kendra Reilly Monahan at 212-867-3642 or [kar@buttine.com](mailto:kar@buttine.com)

**Deadline to apply for these insurance programs is September 12, 2018**



**Name of Show:** \_\_\_\_\_

**Dates:** \_\_\_\_\_

**Location:** \_\_\_\_\_

CUSTOM DESIGNED ARRANGEMENTS	DESCRIPTION / COLOR	UNIT PRICE	QUANTITY	TOTAL
SPRING FLORAL ARRANGEMENT		65.00		
TROPICAL FLORAL ARRANGEMENT		75.00		
FLORAL ARRANGEMENT HEIGHT:      WIDTH:		100.00 or 175.00		
FLORAL ARRANGEMENT HEIGHT:      WIDTH:				

**TROPICAL PLANT AND BLOOMING FOLIAGE**

MUM PLANTS: Yellow ____ White ____ Lavender ____	30.00		
AZALEAS: Pink ____ Red ____	35.00		
BROMELIAD	35.00		
SMALL Ivy ____ Pothos ____	30.00		
LARGE BOSTON FERN	40.00		
3 FOOT TROPICAL PLANT	49.50		
4 FOOT TROPICAL PLANT	59.50		
5 FOOT TROPICAL PLANT	69.50		

**CUSTOM TROPICAL PLANTS**

5 FOOT TROPICAL / TOP DRESSED - SMALL IVY AND BLOOMING	125.00		
6 FOOT FICUS TREE / TOP DRESSED - SMALL IVY AND BLOOMING	169.50		
6 FOOT PALM / TOP DRESSED - SMALL IVY AND BLOOMING	169.50		
8 FOOT - 16 FOOT TROPICAL PLANT	Price on Request		

**CONTAINERS:**

WHITE       BLACK

**SUB-TOTAL**

**DELIVERY, PICK UP & MAINTENANCE 10%**

**GRAND TOTAL**

**ALL LIVE GREEN MATERIAL ON RENTAL BASIS ONLY.**  
**ALL ORDERS MUST BE PAID IN FULL PRIOR TO THE CLOSE OF THE SHOW.**  
 We accept Checks, VISA, MasterCard, and American Express.

Have National Plant & Floral's Designer call our booth on the following Date/Time: \_\_\_\_\_

**PAYMENT:**     VISA     MASTERCARD     AMEX     CHECK

CREDIT CARD #: \_\_\_\_\_

EXP DATE: \_\_\_\_\_ SECURITY CODE: \_\_\_\_\_

CARDHOLDER NAME: \_\_\_\_\_

AUTHORIZED SIGNATURE: \_\_\_\_\_

CREDIT CARD BILLING ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_

STATE: \_\_\_\_\_ ZIP CODE #: \_\_\_\_\_

COMPANY NAME: \_\_\_\_\_

BOOTH CONTACT: \_\_\_\_\_

PHONE#: (\_\_\_\_\_) \_\_\_\_\_

EMAIL: \_\_\_\_\_

EMAIL CONFIRMATION COPY     EMAIL STATEMENT COPY

**Please Remit to:**  
**1001 E. SUNSET # 95814 • LAS VEGAS, NV 89193**  
**(702) 956-8011 • FAX (702) 956-8021**  
 exhibitorservice@nationalplantfloral.com

Event Name: <b>MJBizCon</b>
Event Start Date: November 14, 2018
Event End Date: November 16, 2018
Booth/Room #:
On-Site Contact:
Cell #:
Email Address:

Company Name:
Billing Name:
Billing Address:
City: State: Zip:
Country:
Phone #:
Billing Contact Email Address:

Cox Business has a full list of products beyond the internet drop services listed below. Please contact us to discuss any additional needs you may have.

**20% Early Ordering Discount - Final order and payment must be received by Monday, October 15, 2018.**  
**A 20% Expedite Fee will be applied to any order placed 72 hours or less before the listed event start date.**

### Internet/Network Services

**Shared Bandwidth DATA Services - routers, servers and NAT devices are not allowed on shared bandwidth data products**  
 (Shared Bandwidth is shared with other Internet users within the Las Vegas Convention Center)

	Price	Quantity
<b>Business Professional: Up to 20 Mbps</b> Single drop with 1 private (NAT) IP address. Order up to 20 total IP addresses. Best shared connection that is shared with other customers.	\$1,495.00	<input type="checkbox"/>
<b>Business Select: Up to 10 Mbps</b> Single drop with 1 private (NAT) IP address. Order up to 10 total IP addresses. Up to 10 Mbps connection that is shared with other customers.	\$995.00	<input type="checkbox"/>
<b>Business Starter: Up to 3 Mbps</b> Single drop with 1 private (NAT) IP address. Order up to 3 total IP addresses. Basic connection that is shared with other customers.	\$745.00	<input type="checkbox"/>

### Dedicated Bandwidth Services (Dedicated Bandwidth, NOT SHARED)

<b>High Bandwidth Internet speeds from 300 Mbps up to 10 Gbps are available</b>	Call for pricing	<input type="checkbox"/>
<b>Business Professional Plus: 200 Mbps</b> Single drop with 3 public IP addresses. Order up to 20 total IP addresses. Dedicated connection, NOT SHARED.	\$60,000.00	<input type="checkbox"/>
<b>Business Professional Plus: 100 Mbps</b> Single drop with 3 public IP addresses. Order up to 20 total IP addresses. Dedicated connection, NOT SHARED.	\$42,000.00	<input type="checkbox"/>
<b>Business Professional Plus: 50 Mbps</b> Single drop with 3 public IP addresses. Order up to 20 total IP addresses. Dedicated connection, NOT SHARED.	\$26,500.00	<input type="checkbox"/>
<b>Business Professional Plus: 25 Mbps</b> Single drop with 3 public IP addresses. Order up to 20 total IP addresses. Dedicated connection, NOT SHARED, best option for large data transfers, video uploads and downloads.	\$14,300.00	<input type="checkbox"/>
<b>Business Select Plus: 10 Mbps</b> Single drop with 3 public IP addresses. Order up to 10 total IP addresses. Dedicated connection, NOT SHARED, good for robust browsing, video and audio streaming.	\$6,100.00	<input type="checkbox"/>
<b>Business Starter Plus: 3 Mbps</b> Single drop with 3 public IP addresses. No additional IP addresses allowed. Dedicated connection, NOT SHARED, good for robust web browsing.	\$3,500.00	<input type="checkbox"/>

### Additional Products and Services

<b>Patch cables</b> - Ethernet Cat 5 Cable	\$80.00 each	<input type="checkbox"/>
<b>Switch rental</b> - Up to 24 port (10/100 unmanaged)	\$220.00 each	<input type="checkbox"/>
<b>Additional IP address</b>	\$164.00 each	<input type="checkbox"/>
<b>Additional Locations</b> - Additional drop for dedicated bandwidth products only.	\$795.00 each	<input type="checkbox"/>
<b>Labor/Floor work</b> - The 20% early ordering discount does not apply.	\$75.00/hour	<input type="checkbox"/>
<b>Outside Distance Fee</b>	\$500.00	<input type="checkbox"/>

To maximize your Wi-Fi experience Cox Business utilizes 802.11ac network standard, the latest in Wi-Fi 5GHz technology. Please ensure your device(s) is compatible.

**Total:** \_\_\_\_\_

**Please email your completed form. Once your order is received you will be contacted by one of our customer service representatives to confirm your services and to process payment.**

**Booth Diagram Information - Internet**

Please indicate on the grid, the location of your Internet drop(s).  
If no location is indicated, Internet drop will be placed in the middle back of the booth.

This booth diagram or a detailed floor plan must be submitted with your order

Adjacent Booth # \_\_\_\_\_


Adjacent Booth # \_\_\_\_\_

Adjacent Booth # \_\_\_\_\_

Adjacent Booth # \_\_\_\_\_

## TERMS AND CONDITIONS OF SERVICE

**1. Service and Installation** Cox Communications Las Vegas, Inc. d/b/a Cox Business ("Cox"), shall provide Customer with certain services ("Services") and equipment ("Equipment") as described on the first page for the use of Customer and Customer's agents, independent contractors and guests attending or participating in an event hosted by Customer ("Customer's Guest"). Customer understands that Cox is the exclusive provider of all Voice, Data and Video services at the Las Vegas Convention Center and Cashman Center (collectively, the "Facility"). Furthermore, Cox is the exclusive provider at the Facility of all floor work associated with the extension of telecommunications and networking services, including, without limitation, coax, fiber or any cabling that transmits voice, data or video. Customer shall be responsible for the acts of Customer's Guests in connection with the Services as if such acts were performed by Customer. Except to the extent caused by Cox, a Cox agent or subcontractor, Customer shall be responsible for damage to any Equipment provided hereunder. Neither Customer nor any Customer Guest may use the Services in any manner that interferes with or impairs any Cox network, whether wired or wireless, Equipment or facilities. The Equipment may be used only for the purpose of receiving the Services. For Cox Internet services, bandwidth speed options may vary. Customer acknowledges and agrees that Customer and Customer's Guests may not always receive or obtain optimal bandwidth speeds and Cox network management needs may require Cox to modify upstream and downstream speeds.

**2. Service Date and Term** This Agreement shall be effective upon execution by the parties. Services shall be provided beginning on the Event Start Date and ending on the Event End Date, as described on the first page of this Agreement. Cox shall use reasonable efforts to make the Services available by the Event Start Date; provided, however, that Cox shall not be liable for any damages whatsoever resulting from delays in meeting any service dates due to delays beyond its reasonable control.

**3. Customer Responsibilities** Customer shall ensure that Customer and Customer's Guests use the Services in compliance with all applicable laws and ordinances, as well as applicable leases and other contractual agreements between Customer and third parties. If Customer is purchasing access codes enabling Customer or Customer's Guests to access the Internet, such individuals will be required to agree to the terms of a Cox end user license agreement before accessing the Internet. If Customer is purchasing bandwidth and itself controlling access to the Internet, Customer agrees to require all individuals accessing the Internet to agree to the terms of an end user license agreement reasonably acceptable to Cox. Customer is responsible for ensuring that all Customer and Customer Guest equipment is compatible for the Services selected and with the Cox network.

**4. Equipment** Unless otherwise provided herein, Customer agrees that Cox shall retain all rights, title and interest to facilities and Equipment installed by Cox hereunder and that Customer shall not create or permit to be created any liens or encumbrances on such Equipment. Cox shall install Equipment necessary to furnish the Services to Customer. Customer shall not modify or relocate Equipment installed by Cox without the prior written consent of Cox. Customer shall not permit tampering, altering or repair of the Equipment by any person other than Cox's authorized personnel. For Cox-owned Equipment, Customer shall, at the expiration or termination of this Agreement, return the Equipment in good condition, ordinary wear and tear resulting from proper use excepted. In the event the Equipment is not returned to Cox in good condition, Customer shall be responsible for the value of such Equipment as provided on the first page of this Agreement, or if no such value is provided, for the replacement cost of such Equipment. Cox shall repair any Equipment owned by Cox at no charge to Customer provided that damage is not due to the negligence or intentional misconduct of Customer. If additional equipment not listed on the first page of this Agreement, including but not limited to, televisions, monitors, computers, circuits, software or other devices, are required by Customer to use the Services, Customer shall be responsible for such equipment.

**5. Resale of Service** Neither Customer nor any Customer Guest may resell any portion of the Services to any other party.

**6. Default** If Customer or any Customer Guest fails to comply with any material provision of this Agreement, including, but not limited to failure to make payment as specified, then Cox, at its sole option, may elect to pursue one or more of the following courses of action upon proper notice to Customer as required by applicable law: (i) terminate service whereupon all sums then due and payable shall become immediately due and payable, (ii) suspend all or any part of Services, and/or (iii) pursue any other remedies, including reasonable attorneys' fees, as may be provided at law or in equity, including the applicable termination liabilities.

**7. Termination** Cox reserves the right to require Customer to pay an early termination fee equal to 10% of the Cox services ordered, if Customer cancels an order after the order is placed, but before the installation date. No refunds will be provided to orders which are canceled after they have been installed. Wireless devices not authorized by Cox are prohibited. Use of any device that interferes with Cox's network is prohibited. If there is signal interference, Cox may terminate this Agreement if Cox cannot resolve the interference by using commercially reasonable efforts. If Cox loses its right to sell Services at the Facility, Cox may assign this Agreement to a third party or terminate this Agreement by providing written notice to Customer and by refunding all prepaid amounts to Customer.

**8. LIMITATION OF LIABILITY** COX SHALL NOT BE LIABLE FOR DAMAGES FOR FAILURE TO FURNISH OR INTERRUPTION OF ANY SERVICES, NOR SHALL COX BE RESPONSIBLE FOR FAILURE OR ERRORS IN SIGNAL TRANSMISSION, LOST DATA, FILES OR SOFTWARE DAMAGE REGARDLESS OF THE CAUSE. COX SHALL NOT BE LIABLE FOR DAMAGE TO PROPERTY OR FOR INJURY TO ANY PERSON ARISING FROM THE INSTALLATION OR REMOVAL OF EQUIPMENT UNLESS CAUSED BY THE NEGLIGENCE OF COX. UNDER NO CIRCUMSTANCES WILL COX BE LIABLE FOR ANY INDIRECT, INCIDENTAL, PUNITIVE, SPECIAL OR CONSEQUENTIAL DAMAGES INCLUDING LOST PROFITS ARISING FROM THIS AGREEMENT. COX'S MAXIMUM LIABILITY TO CUSTOMER ARISING UNDER THIS AGREEMENT SHALL BE THE LESSER OF \$5,000.00 OR THE AMOUNT ACTUALLY PAID BY CUSTOMER FOR SERVICES HEREUNDER.

**9. Assignment** Customer may not assign, in whole or in part, this Agreement without the prior written consent of Cox, which consent may be withheld in Cox's discretion. Cox may assign this Agreement and Service may be provided by one or more legally authorized Cox affiliates.

**10. WARRANTIES EXCEPT AS PROVIDED HEREIN, THERE ARE NO AGREEMENTS, WARRANTIES OR REPRESENTATIONS, EXPRESS OR IMPLIED, EITHER IN FACT OR BY OPERATION OF LAW, STATUTORY OR OTHERWISE, INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, RELATING TO THE SERVICES. SERVICES PROVIDED ARE A BEST EFFORTS SERVICE AND COX DOES NOT WARRANT THAT THE SERVICES, EQUIPMENT OR SOFTWARE SHALL BE ERROR-FREE OR WITHOUT INTERRUPTION. COX MAKES NO WARRANTY AS TO TRANSMISSION OR UPSTREAM OR DOWNSTREAM SPEEDS OF THE NETWORK.**

**11. INDEMNITY** Customer shall indemnify and hold Cox and its respective affiliates, subcontractors, employees and agents harmless (including payment of reasonable attorney's fees) from and against any claims, actions or demands relating to or arising out of Customer's or Customer's Guests use of the Service including without limitation (i) any content or software displayed, distributed or otherwise disseminated by Customer, its employees, or Customer's Guests or (ii) any malicious act or act in violation of any laws committed by Customer, its employees or Customer's Guests.

**12. Viruses, Content, Customer Information** Software or content obtained from the use of Service may contain viruses or other harmful features and Customer is solely responsible for protecting Customer and Customer's guests' networks, equipment and software through the use of firewalls, anti-virus, and other security devices. Through the use of the Service, Customer may obtain or discover content that is offensive or illegal and Customer assumes the risk and is solely responsible for its access to such content. Cox may disclose Customer information to law enforcement or to any Cox affiliate. Cox may delete any Internet traffic or e-mail that contains a virus. If Customer operates a wireless local access network in connection with the Services, Customer is solely responsible for the security of its network.

**13. Public Performance** If Customer engages in a public performance of any copyrighted material through use of the Services provided under this Agreement, the Customer, and not Cox, shall be responsible for obtaining any public performing licenses. Any Video Service that Cox provides under this Agreement does not include a public performance license.

**14. Regulatory Authority-Force Majeure** This Agreement and the obligations of the parties shall be subject to modification to comply with all applicable laws, regulations, court rulings, and administrative orders, as amended. In no event shall either party have any claim against the other for failure of performance if such failure is caused by acts of God, natural disasters including fire, flood, or winds, civil or military action, including riots, civil insurrections or acts of terrorists or the taking of property by condemnation.

**15. Miscellaneous** This Agreement constitutes the entire agreement between Cox and Customer for the Services and equipment provided herein. The invalidity or unenforceability of any term or condition of this Agreement shall not affect the validity or enforceability of any other provision. Except as provided herein, this Agreement may be modified, waived or amended only by a written amendment signed by both parties. The rights and obligations of the parties under this Agreement shall be governed by the laws of the State of Nevada. The failure by either party to exercise one or more rights provided in this Agreement shall not be deemed a waiver of the right to exercise such right in the future. Notices required by this Agreement shall be in writing and shall be delivered either by personal delivery or by mail. If delivered by mail, notices shall be sent by any express mail service; or by certified or registered mail, return receipt requested; with all postage and charges prepaid. All notices and other written communications under this Agreement shall be addressed to the parties at the addresses on the first page of this Agreement, or as specified by subsequent written notice delivered by the party whose address has changed. Any provision that should by its nature survive the termination or expiration of this Agreement shall survive such termination or expiration. Cox network management needs may require Cox to modify upstream and downstream speeds. Use of the data, Internet, web conferencing/web hosting Services is subject to the "AUP" at <http://ww2.cox.com/aboutus/policies/business-policies.cox>. Certain Services are regulated by the FCC and the Nevada Public Utility Commission and subject to the "Nevada Service Guide" at <http://ww2.cox.com/business/voice/regulatory.cox>. The "General Terms" posted at <http://ww2.cox.com/aboutus/policies/business-general-terms.cox>, the AUP and the Nevada Service Guide are incorporated herein by reference. Cox, in its sole discretion, may modify, supplement or delete any portion of the General Terms, the AUP or the Nevada Service Guide from time to time, without additional notice to Customer, and any such changes will be effective upon Cox publishing such changes on the applicable website listed above. BY EXECUTING THIS AGREEMENT AND/OR USING OR PAYING FOR THE SERVICES, CUSTOMER ACKNOWLEDGES THAT IT HAS READ, UNDERSTOOD, AND AGREED TO BE BOUND BY THE GENERAL TERMS, the AUP and the Nevada Service Guide. If applicable to the Service, Customer shall pay sales, use, gross receipts, and excise taxes, access fees and all other fees, universal service fund assessments, 911 fees, franchise fees, bypass or other local, state and Federal taxes or charges, and deposits, imposed on the use of the Services. All orders are subject to approval of Cox.



Orlando • Las Vegas • Miami • Tampa  
Dallas/TX • Washington DC • Nationwide



### Ordered by / Bill to

Name   
 Company   
 Address   
 Phone   
 E-Mail

### Shipping Information

Name   
 Company   
 Address   
 Phone   
 E-Mail

### Show & Booth Information

Show Name  Show Dates/Times   
 Show City/Venue  Booth Number   
 Decorating Company  Exhibiting Company   
 Onsite Contact Name/Phone Number

### Order Details

Number of views - enter a number for the quantity of booth views

Empty Booth       Booth with crowd       Booth with staff  
*Please provide best time for staff photos*

### Select Delivery Method

- \$125 per view - includes (1) 8x10 print mailed USPS
- \$30 per additional (1) 8x10 **duplicate** print mailed USPS
- \$170 per view - digital file sent by e-mail via secure link
- \$195 per view - digital file sent by e-mail via secure link plus (1) 8x10 print mailed USPS

**In Booth giveaway with logo-see page 2**

*Image Processing time is 10-14 days following exhibit*

Special Instructions

*Event photography coverage, Digital Printing and Green Screen photography available - Call for pricing and availability*

### E-Mail or Fax your order to:

**Christie's Photographic Solutions**  
 Corporate Headquarters  
 2430 Sand Lake Rd  
 Orlando, FL 32809  
 www.christiesphotographic.com  
 photos@christiesphotographic.com  
 fax: 407-852-0063

### Contact Phone Numbers

Florida - 407-345-1100  
 Las Vegas - 702-638-2711  
 Washington D.C. - 202-393-1699  
 Dallas/TX - 214-999-1149

**Total:**  Cardholder name:

Cardholder e-mail:  Billing Zip Code:

Card number:  Expiration:  AVS/Security Code:





# EXHIBIT PHOTOGRAPHY SERVICES

The revolutionary **iLite Camera** is a tablet based camera system designed to provide fun photo entertainment at your event. The iLite photos feature a custom branded border on every shot. Photographers capture guests experiencing your event, and photos are immediately sent by email or can be shared to a company Facebook page. The quick turnaround allows for guests to share their photos on social media or to friends.

You also have the option of printing iLite photos at your event, allowing attendees to take home a branded gift in a quality folder. Share your company's brand both online and in print!



Another fun, interactive way to share event photos is by featuring the fresh, new PhotoShare Kiosk system. The **PhotoShare Kiosk** can be set up independently at your registration desk, in a cyber café, or anywhere with attendee traffic. You can utilize the PhotoShare Kiosk as a Headshot Station, Red Carpet Paparazzi, Step & Repeat Photobooth, Greenscreen Activation and much more.

Through our cutting edge software, attendees can view and share event photos by email, Facebook, Twitter, or Pinterest. Due to the extent of our branding possibilities this is a great way to sponsor an event and showcase your brand. E-mail subject lines and signatures can be customized for your event, and our Kiosk can provide post event analytics including the popularity of each feature!

A popular use of the Kiosk is to pair it with a green screen station or print package. Attendees can share fun event photos on a custom background, and can walk away with your brand fresh in their minds thanks to a printed photo.



Green screen stations are popular with conference attendees, bringing attention to your company. You can add a logo or custom text to the custom green screen background. Let our graphics team create the perfect background, giving attendees a lasting impression of your brand with a printed photo!



In addition to the iLite camera, PhotoShare Kiosk, and Green Screen as noted above, we also offer coverage photography for your booth. Contact us today for a quote!





# Voice and Video Products Form

**ORDER ON-LINE: [www.tradeshows.coxhn.net](http://www.tradeshows.coxhn.net)**



Updated 10/25/17 – Page 1 of 3

Toll Free Phone: **855-519-2624** – Email: [LVCC.orders@cox.com](mailto:LVCC.orders@cox.com) – Fax: 702-920-8255

Event Name: <b>MJBizCon</b>
Event Start Date: November 14, 2018
Event End Date: November 16, 2018
Booth/Room #:
On-Site Contact:
Cell #:
Email Address:

Company Name:
Billing Name:
Billing Address:
City: State: Zip:
Country:
Phone #:
Billing Contact Email Address:

Cox Business has a full list of products beyond the internet drop services listed below. Please contact us to discuss any additional needs you may have.

**20% Early Ordering Discount - Final order and payment must be received by Monday, October 15, 2018.**  
**A 20% Expedite Fee will be applied to any order placed 72 hours or less before the listed event start date.**

### Voice Services

Phone System Services (Dial "9" for outside call)	Price	Quantity
Single Line (no phone set)	\$345.00	<input type="checkbox"/>
Single Line with phone set (Long distance rates will apply)	\$345.00	<input type="checkbox"/>
Multi-Line: One line with one roll-over line and handset	\$490.00	<input type="checkbox"/>
<b>Phone System Services (Direct Dial)</b>		
Single Line no features	\$490.00	<input type="checkbox"/>
Single Line with Feature Package, Voicemail and Unlimited Domestic LD	\$500.00	<input type="checkbox"/>
Single Line with Polycom Speakerphone	\$550.00	<input type="checkbox"/>
<b>Demarc Extension Services</b>		
Dry Pair Demarc Extension (non-DSL)	\$250.00	<input type="checkbox"/>
ISDN BRI circuit extension from Demarc to Booth	\$500.00	<input type="checkbox"/>

### Video Services

Digital or HDTV Service (All channels, excluding Premium and International)	Price	Quantity
Entire Show (First outlet only, up to 5 days)	\$525.00	<input type="checkbox"/>
Additional Digital/HD Outlets (2 or more)	\$330.00 each	<input type="checkbox"/>
Additional Analog Outlets (2 or more)	\$140.00 each	<input type="checkbox"/>

### Additional Services

<b>Labor/Floor work</b> The 20% early ordering discount does not apply.	\$75.00/hr	<input type="checkbox"/>
<b>Voice Services Distance Fee</b>	\$100.00	<input type="checkbox"/>
<b>Video Services Distance Fee</b>	\$500.00	<input type="checkbox"/>

**Total:** \_\_\_\_\_

**Please email your completed form. Once your order is received you will be contacted by one of our customer service representatives to confirm your services and to process payment.**

Taxes and fees, if applicable, are additional and subject to change from time to time. Customer agrees to pay Cox Business for any additional taxes and fees that are not listed on this page upon receipt of an invoice from Cox Business. Customer shall be responsible for the value of unreturned Cox owned equipment after event. The value of unreturned equipment will be the price listed on the order form, plus an additional 20% lost equipment fee. Prices are subject to change at any time without notice.

**Booth Diagram Information - Voice and Video**

Please indicate on the grid, the location of your Voice and Video drop(s).  
If no location is indicated, Voice and Video drop(s) will be placed in the middle back of the booth.

This booth diagram or a detailed floor plan must be submitted with your order

Adjacent Booth # \_\_\_\_\_


Adjacent Booth # \_\_\_\_\_

Adjacent Booth # \_\_\_\_\_

Adjacent Booth # \_\_\_\_\_

## TERMS AND CONDITIONS OF SERVICE

**1. Service and Installation** Cox Communications Las Vegas, Inc. d/b/a Cox Business ("Cox"), shall provide Customer with certain services ("Services") and equipment ("Equipment") as described on the first page for the use of Customer and Customer's agents, independent contractors and guests attending or participating in an event hosted by Customer ("Customer's Guest"). Customer understands that Cox is the exclusive provider of all Voice, Data and Video services at the Las Vegas Convention Center and Cashman Center (collectively, the "Facility"). Furthermore, Cox is the exclusive provider at the Facility of all floor work associated with the extension of telecommunications and networking services, including, without limitation, coax, fiber or any cabling that transmits voice, data or video. Customer shall be responsible for the acts of Customer's Guests in connection with the Services as if such acts were performed by Customer. Except to the extent caused by Cox, a Cox agent or subcontractor, Customer shall be responsible for damage to any Equipment provided hereunder. Neither Customer nor any Customer Guest may use the Services in any manner that interferes with or impairs any Cox network, whether wired or wireless, Equipment or facilities. The Equipment may be used only for the purpose of receiving the Services. For Cox Internet services, bandwidth speed options may vary. Customer acknowledges and agrees that Customer and Customer's Guests may not always receive or obtain optimal bandwidth speeds and Cox network management needs may require Cox to modify upstream and downstream speeds.

**2. Service Date and Term** This Agreement shall be effective upon execution by the parties. Services shall be provided beginning on the Event Start Date and ending on the Event End Date, as described on the first page of this Agreement. Cox shall use reasonable efforts to make the Services available by the Event Start Date; provided, however, that Cox shall not be liable for any damages whatsoever resulting from delays in meeting any service dates due to delays beyond its reasonable control.

**3. Customer Responsibilities** Customer shall ensure that Customer and Customer's Guests use the Services in compliance with all applicable laws and ordinances, as well as applicable leases and other contractual agreements between Customer and third parties. If Customer is purchasing access codes enabling Customer or Customer's Guests to access the Internet, such individuals will be required to agree to the terms of a Cox end user license agreement before accessing the Internet. If Customer is purchasing bandwidth and itself controlling access to the Internet, Customer agrees to require all individuals accessing the Internet to agree to the terms of an end user license agreement reasonably acceptable to Cox. Customer is responsible for ensuring that all Customer and Customer Guest equipment is compatible for the Services selected and with the Cox network.

**4. Equipment** Unless otherwise provided herein, Customer agrees that Cox shall retain all rights, title and interest to facilities and Equipment installed by Cox hereunder and that Customer shall not create or permit to be created any liens or encumbrances on such Equipment. Cox shall install Equipment necessary to furnish the Services to Customer. Customer shall not modify or relocate Equipment installed by Cox without the prior written consent of Cox. Customer shall not permit tampering, altering or repair of the Equipment by any person other than Cox's authorized personnel. For Cox-owned Equipment, Customer shall, at the expiration or termination of this Agreement, return the Equipment in good condition, ordinary wear and tear resulting from proper use excepted. In the event the Equipment is not returned to Cox in good condition, Customer shall be responsible for the value of such Equipment as provided on the first page of this Agreement, or if no such value is provided, for the replacement cost of such Equipment. Cox shall repair any Equipment owned by Cox at no charge to Customer provided that damage is not due to the negligence or intentional misconduct of Customer. If additional equipment not listed on the first page of this Agreement, including but not limited to, televisions, monitors, computers, circuits, software or other devices, are required by Customer to use the Services, Customer shall be responsible for such equipment.

**5. Resale of Service** Neither Customer nor any Customer Guest may resell any portion of the Services to any other party.

**6. Default** If Customer or any Customer Guest fails to comply with any material provision of this Agreement, including, but not limited to failure to make payment as specified, then Cox, at its sole option, may elect to pursue one or more of the following courses of action upon proper notice to Customer as required by applicable law: (i) terminate service whereupon all sums then due and payable shall become immediately due and payable, (ii) suspend all or any part of Services, and/or (iii) pursue any other remedies, including reasonable attorneys' fees, as may be provided at law or in equity, including the applicable termination liabilities.

**7. Termination** Cox reserves the right to require Customer to pay an early termination fee equal to 10% of the Cox services ordered, if Customer cancels an order after the order is placed, but before the installation date. No refunds will be provided to orders which are canceled after they have been installed. Wireless devices not authorized by Cox are prohibited. Use of any device that interferes with Cox's network is prohibited. If there is signal interference, Cox may terminate this Agreement if Cox cannot resolve the interference by using commercially reasonable efforts. If Cox loses its right to sell Services at the Facility, Cox may assign this Agreement to a third party or terminate this Agreement by providing written notice to Customer and by refunding all prepaid amounts to Customer.

**8. LIMITATION OF LIABILITY** COX SHALL NOT BE LIABLE FOR DAMAGES FOR FAILURE TO FURNISH OR INTERRUPTION OF ANY SERVICES, NOR SHALL COX BE RESPONSIBLE FOR FAILURE OR ERRORS IN SIGNAL TRANSMISSION, LOST DATA, FILES OR SOFTWARE DAMAGE REGARDLESS OF THE CAUSE. COX SHALL NOT BE LIABLE FOR DAMAGE TO PROPERTY OR FOR INJURY TO ANY PERSON ARISING FROM THE INSTALLATION OR REMOVAL OF EQUIPMENT UNLESS CAUSED BY THE NEGLIGENCE OF COX. UNDER NO CIRCUMSTANCES WILL COX BE LIABLE FOR ANY INDIRECT, INCIDENTAL, PUNITIVE, SPECIAL OR CONSEQUENTIAL DAMAGES INCLUDING LOST PROFITS ARISING FROM THIS AGREEMENT. COX'S MAXIMUM LIABILITY TO CUSTOMER ARISING UNDER THIS AGREEMENT SHALL BE THE LESSER OF \$5,000.00 OR THE AMOUNT ACTUALLY PAID BY CUSTOMER FOR SERVICES HEREUNDER.

**9. Assignment** Customer may not assign, in whole or in part, this Agreement without the prior written consent of Cox, which consent may be withheld in Cox's discretion. Cox may assign this Agreement and Service may be provided by one or more legally authorized Cox affiliates.

**10. WARRANTIES EXCEPT AS PROVIDED HEREIN, THERE ARE NO AGREEMENTS, WARRANTIES OR REPRESENTATIONS, EXPRESS OR IMPLIED, EITHER IN FACT OR BY OPERATION OF LAW, STATUTORY OR OTHERWISE, INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, RELATING TO THE SERVICES. SERVICES PROVIDED ARE A BEST EFFORTS SERVICE AND COX DOES NOT WARRANT THAT THE SERVICES, EQUIPMENT OR SOFTWARE SHALL BE ERROR-FREE OR WITHOUT INTERRUPTION. COX MAKES NO WARRANTY AS TO TRANSMISSION OR UPSTREAM OR DOWNSTREAM SPEEDS OF THE NETWORK.**

**11. INDEMNITY** Customer shall indemnify and hold Cox and its respective affiliates, subcontractors, employees and agents harmless (including payment of reasonable attorney's fees) from and against any claims, actions or demands relating to or arising out of Customer's or Customer's Guests use of the Service including without limitation (i) any content or software displayed, distributed or otherwise disseminated by Customer, its employees, or Customer's Guests or (ii) any malicious act or act in violation of any laws committed by Customer, its employees or Customer's Guests.

**12. Viruses, Content, Customer Information** Software or content obtained from the use of Service may contain viruses or other harmful features and Customer is solely responsible for protecting Customer and Customer's guests' networks, equipment and software through the use of firewalls, anti-virus, and other security devices. Through the use of the Service, Customer may obtain or discover content that is offensive or illegal and Customer assumes the risk and is solely responsible for its access to such content. Cox may disclose Customer information to law enforcement or to any Cox affiliate. Cox may delete any Internet traffic or e-mail that contains a virus. If Customer operates a wireless local access network in connection with the Services, Customer is solely responsible for the security of its network.

**13. Public Performance** If Customer engages in a public performance of any copyrighted material through use of the Services provided under this Agreement, the Customer, and not Cox, shall be responsible for obtaining any public performing licenses. Any Video Service that Cox provides under this Agreement does not include a public performance license.

**14. Regulatory Authority-Force Majeure** This Agreement and the obligations of the parties shall be subject to modification to comply with all applicable laws, regulations, court rulings, and administrative orders, as amended. In no event shall either party have any claim against the other for failure of performance if such failure is caused by acts of God, natural disasters including fire, flood, or winds, civil or military action, including riots, civil insurrections or acts of terrorists or the taking of property by condemnation.

**15. Miscellaneous** This Agreement constitutes the entire agreement between Cox and Customer for the Services and equipment provided herein. The invalidity or unenforceability of any term or condition of this Agreement shall not affect the validity or enforceability of any other provision. Except as provided herein, this Agreement may be modified, waived or amended only by a written amendment signed by both parties. The rights and obligations of the parties under this Agreement shall be governed by the laws of the State of Nevada. The failure by either party to exercise one or more rights provided in this Agreement shall not be deemed a waiver of the right to exercise such right in the future. Notices required by this Agreement shall be in writing and shall be delivered either by personal delivery or by mail. If delivered by mail, notices shall be sent by any express mail service; or by certified or registered mail, return receipt requested; with all postage and charges prepaid. All notices and other written communications under this Agreement shall be addressed to the parties at the addresses on the first page of this Agreement, or as specified by subsequent written notice delivered by the party whose address has changed. Any provision that should by its nature survive the termination or expiration of this Agreement shall survive such termination or expiration. Cox network management needs may require Cox to modify upstream and downstream speeds. Use of the data, Internet, web conferencing/web hosting Services is subject to the "AUP" at <http://ww2.cox.com/aboutus/policies/business-policies.cox>. Certain Services are regulated by the FCC and the Nevada Public Utility Commission and subject to the "Nevada Service Guide" at <http://ww2.cox.com/business/voice/regulatory.cox>. The "General Terms" posted at <http://ww2.cox.com/aboutus/policies/business-general-terms.cox>, the AUP and the Nevada Service Guide are incorporated herein by reference. Cox, in its sole discretion, may modify, supplement or delete any portion of the General Terms, the AUP or the Nevada Service Guide from time to time, without additional notice to Customer, and any such changes will be effective upon Cox publishing such changes on the applicable website listed above. BY EXECUTING THIS AGREEMENT AND/OR USING OR PAYING FOR THE SERVICES, CUSTOMER ACKNOWLEDGES THAT IT HAS READ, UNDERSTOOD, AND AGREED TO BE BOUND BY THE GENERAL TERMS, the AUP and the Nevada Service Guide. If applicable to the Service, Customer shall pay sales, use, gross receipts, and excise taxes, access fees and all other fees, universal service fund assessments, 911 fees, franchise fees, bypass or other local, state and Federal taxes or charges, and deposits, imposed on the use of the Services. All orders are subject to approval of Cox.



Guest Wi-Fi, Exhibitor Wi-Fi and Wi-Fi Hotspots are available from Cox Business throughout the **Las Vegas Convention Center**.



**ADVANCED  
CONVENTION  
SERVICES**

**Free Wi-Fi** access is available in all common areas, lobbies and meeting rooms of the Las Vegas Convention Center.

**How to Connect.** Look for the **.Guest Wi-Fi** network on your mobile device settings. You will be directed to the Guest Wi-Fi splash page.

*This service is not available on the exhibit floor(s) or intended for streaming video, presentations or business use.*

**Choose the option that is best for you.**

**Free Wi-Fi Access** (up to 384 Kbps)

or

**Wi-Fi Upgrade\*** (up to 1.0 Mbps)

for only \$14<sup>99</sup> per day

\*Service is through on-site credit card purchase only.

**Exhibitor Wi-Fi** provides a reliable connection to your mobile device and offers a variety of other business options so that you can stay connected at the Las Vegas Convention Center.

**How to Connect.** Look for the **.Exhibitor Wi-Fi** network on your mobile device settings. You will be directed to the Exhibitor Wi-Fi splash page.

*This service is not intended for streaming video, presentation software or power business use.*

**Choose the option that is best for you:**

1 Day Exhibitor Wi-Fi = \$79<sup>99</sup>

3 Day Exhibitor Wi-Fi = \$149<sup>99</sup>

5 Day Exhibitor Wi-Fi = \$239<sup>99</sup>

\*Service is through on-site credit card purchase only.

**Wi-Fi Hot Spots** offer flexible packages and various download speeds in a single location at the Las Vegas Convention Center to help you meet your convention goals.

Need Wi-Fi in one localized area to attract visitors to your booth or a customized splash page?

We can help.

**Choose the option that is best for you.**

Up to 10 users = \$2,200<sup>00</sup>

Up to 25 users = \$3,200<sup>00</sup>

Up to 50 users = \$4,500<sup>00</sup>

Up to 100 users = \$6,800<sup>00</sup>

Packages for more than 100 users are available, please contact us for a customized quote. Pricing based on 1.5 Mbps download.

**Cox Business utilizes 802.11ac, the latest in Wi-Fi technology.**

Contact us by phone: **855-519-2624**, email: **orders@coxlvcc.com** or online: **tradeshows.coxhn.net**

Event Name: <b>MJBizCon</b>
Event Start Date: November 14, 2018
Event End Date: November 16, 2018
Booth/Room #:
On-Site Contact:
Cell #:
Email Address:

Company Name:
Billing Name:
Billing Address:
City: _____ State: _____ Zip: _____
Country:
Phone #:
Billing Contact Email Address:

Cox Business has a full list of products beyond the internet drop services listed below. Please contact us to discuss any additional needs you may have.

**20% Early Ordering Discount - Final order and payment must be received by Monday, October 15, 2018.**  
**A 20% Expedite Fee will be applied to any order placed 72 hours or less before the listed event start date.**

### Wi-Fi Hotspots

Service will be available a day before the event through a day after the event in one specific area serviced by one Wi-Fi access point.

	1.5 Mbps/Price	Quantity	3.0 Mbps/Price	Quantity
<b>Wi-Fi Hotspot: Up to 10 Users</b>	\$2,200.00	<input type="checkbox"/>	\$2,800.00	<input type="checkbox"/>
<b>Wi-Fi Hotspot: Up to 25 Users</b>	\$3,200.00	<input type="checkbox"/>	\$4,000.00	<input type="checkbox"/>
<b>Wi-Fi Hotspot: Up to 50 Users</b>	\$4,500.00	<input type="checkbox"/>	\$5,500.00	<input type="checkbox"/>
<b>Wi-Fi Hotspot: Up to 100 Users*</b>	\$6,800.00	<input type="checkbox"/>	\$8,500.00	<input type="checkbox"/>
<b>*Additional block of 50 Users</b> (Available only with Wi-Fi Hotspot of 100 Users)	\$3,000.00	<input type="checkbox"/>	\$3,750.00	<input type="checkbox"/>
<b>Splash Page with sponsor logo</b> (Splash page template provided by Cox Business)	\$2,500.00	<input type="checkbox"/>	\$2,500.00	<input type="checkbox"/>
<b>Redirect Landing Page</b> (Customer specific URL)	\$2,500.00	<input type="checkbox"/>	\$2,500.00	<input type="checkbox"/>
<b>Total:</b> _____			<b>Total:</b> _____	

### Additional Services

<b>Labor/Floor work</b> The 20% early ordering discount does not apply.	\$75.00/hr	<input type="checkbox"/>
<b>Outside Distance Fee</b>	\$500.00	<input type="checkbox"/>

To maximize your Wi-Fi experience Cox Business utilizes 802.11ac network standard, the latest in Wi-Fi 5GHz technology. Please ensure your device(s) is compatible.

**Total:** \_\_\_\_\_

**Customer SSID and Password**

Customer SSID

Customer Password (WPA2 Key) - minimum 8 characters and case sensitive.

**Please email your completed form. Once your order is received you will be contacted by one of our customer service representatives to confirm your services and to process payment.**

Taxes and fees, if applicable, are additional and subject to change from time to time. Customer agrees to pay Cox Business for any additional taxes and fees that are not listed on this page upon receipt of an invoice from Cox Business. Customer shall be responsible for the value of unreturned Cox owned equipment after event. The value of unreturned equipment will be the price listed on the order form, plus an additional 20% lost equipment fee. Prices are subject to change at any time without notice.

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**5. Resale of Service** Neither Customer nor any Customer Guest may resell any portion of the Services to any other party.

**6. Default** If Customer or any Customer Guest fails to comply with any material provision of this Agreement, including, but not limited to failure to make payment as specified, then Cox, at its sole option, may elect to pursue one or more of the following courses of action upon proper notice to Customer as required by applicable law: (i) terminate service whereupon all sums then due and payable shall become immediately due and payable, (ii) suspend all or any part of Services, and/or (iii) pursue any other remedies, including reasonable attorneys' fees, as may be provided at law or in equity, including the applicable termination liabilities.

**7. Termination** Cox reserves the right to require Customer to pay an early termination fee equal to 10% of the Cox services ordered, if Customer cancels an order after the order is placed, but before the installation date. No refunds will be provided to orders which are canceled after they have been installed. Wireless devices not authorized by Cox are prohibited. Use of any device that interferes with Cox's network is prohibited. If there is signal interference, Cox may terminate this Agreement if Cox cannot resolve the interference by using commercially reasonable efforts. If Cox loses its right to sell Services at the Facility, Cox may assign this Agreement to a third party or terminate this Agreement by providing written notice to Customer and by refunding all prepaid amounts to Customer.

**8. LIMITATION OF LIABILITY** COX SHALL NOT BE LIABLE FOR DAMAGES FOR FAILURE TO FURNISH OR INTERRUPTION OF ANY SERVICES, NOR SHALL COX BE RESPONSIBLE FOR FAILURE OR ERRORS IN SIGNAL TRANSMISSION, LOST DATA, FILES OR SOFTWARE DAMAGE REGARDLESS OF THE CAUSE. COX SHALL NOT BE LIABLE FOR DAMAGE TO PROPERTY OR FOR INJURY TO ANY PERSON ARISING FROM THE INSTALLATION OR REMOVAL OF EQUIPMENT UNLESS CAUSED BY THE NEGLIGENCE OF COX. UNDER NO CIRCUMSTANCES WILL COX BE LIABLE FOR ANY INDIRECT, INCIDENTAL, PUNITIVE, SPECIAL OR CONSEQUENTIAL DAMAGES INCLUDING LOST PROFITS ARISING FROM THIS AGREEMENT. COX'S MAXIMUM LIABILITY TO CUSTOMER ARISING UNDER THIS AGREEMENT SHALL BE THE LESSER OF \$5,000.00 OR THE AMOUNT ACTUALLY PAID BY CUSTOMER FOR SERVICES HEREUNDER.

**9. Assignment** Customer may not assign, in whole or in part, this Agreement without the prior written consent of Cox, which consent may be withheld in Cox's discretion. Cox may assign this Agreement and Service may be provided by one or more legally authorized Cox affiliates.

**10. WARRANTIES EXCEPT AS PROVIDED HEREIN, THERE ARE NO AGREEMENTS, WARRANTIES OR REPRESENTATIONS, EXPRESS OR IMPLIED, EITHER IN FACT OR BY OPERATION OF LAW, STATUTORY OR OTHERWISE, INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, RELATING TO THE SERVICES. SERVICES PROVIDED ARE A BEST EFFORTS SERVICE AND COX DOES NOT WARRANT THAT THE SERVICES, EQUIPMENT OR SOFTWARE SHALL BE ERROR-FREE OR WITHOUT INTERRUPTION. COX MAKES NO WARRANTY AS TO TRANSMISSION OR UPSTREAM OR DOWNSTREAM SPEEDS OF THE NETWORK.**

**11. INDEMNITY** Customer shall indemnify and hold Cox and its respective affiliates, subcontractors, employees and agents harmless (including payment of reasonable attorney's fees) from and against any claims, actions or demands relating to or arising out of Customer's or Customer's Guests use of the Service including without limitation (i) any content or software displayed, distributed or otherwise disseminated by Customer, its employees, or Customer's Guests or (ii) any malicious act or act in violation of any laws committed by Customer, its employees or Customer's Guests.

**12. Viruses, Content, Customer Information** Software or content obtained from the use of Service may contain viruses or other harmful features and Customer is solely responsible for protecting Customer and Customer's guests' networks, equipment and software through the use of firewalls, anti-virus, and other security devices. Through the use of the Service, Customer may obtain or discover content that is offensive or illegal and Customer assumes the risk and is solely responsible for its access to such content. Cox may disclose Customer information to law enforcement or to any Cox affiliate. Cox may delete any Internet traffic or e-mail that contains a virus. If Customer operates a wireless local access network in connection with the Services, Customer is solely responsible for the security of its network.

**13. Public Performance** If Customer engages in a public performance of any copyrighted material through use of the Services provided under this Agreement, the Customer, and not Cox, shall be responsible for obtaining any public performing licenses. Any Video Service that Cox provides under this Agreement does not include a public performance license.

**14. Regulatory Authority-Force Majeure** This Agreement and the obligations of the parties shall be subject to modification to comply with all applicable laws, regulations, court rulings, and administrative orders, as amended. In no event shall either party have any claim against the other for failure of performance if such failure is caused by acts of God, natural disasters including fire, flood, or winds, civil or military action, including riots, civil insurrections or acts of terrorists or the taking of property by condemnation.

**15. Miscellaneous** This Agreement constitutes the entire agreement between Cox and Customer for the Services and equipment provided herein. The invalidity or unenforceability of any term or condition of this Agreement shall not affect the validity or enforceability of any other provision. Except as provided herein, this Agreement may be modified, waived or amended only by a written amendment signed by both parties. The rights and obligations of the parties under this Agreement shall be governed by the laws of the State of Nevada. The failure by either party to exercise one or more rights provided in this Agreement shall not be deemed a waiver of the right to exercise such right in the future. Notices required by this Agreement shall be in writing and shall be delivered either by personal delivery or by mail. If delivered by mail, notices shall be sent by any express mail service; or by certified or registered mail, return receipt requested; with all postage and charges prepaid. All notices and other written communications under this Agreement shall be addressed to the parties at the addresses on the first page of this Agreement, or as specified by subsequent written notice delivered by the party whose address has changed. Any provision that should by its nature survive the termination or expiration of this Agreement shall survive such termination or expiration. Cox network management needs may require Cox to modify upstream and downstream speeds. Use of the data, Internet, web conferencing/web hosting Services is subject to the "AUP" at <http://ww2.cox.com/aboutus/policies/business-policies.cox>. Certain Services are regulated by the FCC and the Nevada Public Utility Commission and subject to the "Nevada Service Guide" at <http://ww2.cox.com/business/voice/regulatory.cox>. The "General Terms" posted at <http://ww2.cox.com/aboutus/policies/business-general-terms.cox>, the AUP and the Nevada Service Guide are incorporated herein by reference. Cox, in its sole discretion, may modify, supplement or delete any portion of the General Terms, the AUP or the Nevada Service Guide from time to time, without additional notice to Customer, and any such changes will be effective upon Cox publishing such changes on the applicable website listed above. BY EXECUTING THIS AGREEMENT AND/OR USING OR PAYING FOR THE SERVICES, CUSTOMER ACKNOWLEDGES THAT IT HAS READ, UNDERSTOOD, AND AGREED TO BE BOUND BY THE GENERAL TERMS, the AUP and the Nevada Service Guide. If applicable to the Service, Customer shall pay sales, use, gross receipts, and excise taxes, access fees and all other fees, universal service fund assessments, 911 fees, franchise fees, bypass or other local, state and Federal taxes or charges, and deposits, imposed on the use of the Services. All orders are subject to approval of Cox.