



**JUNE 12-14, 2019**

Thank you for your participation in the **Spring 2019 MJBizConNEXT Conference & Expo!**  
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:**

April 10	Submit your proof of insurance to <a href="mailto:events@mjbizdaily.com">events@mjbizdaily.com</a>
April 10	EAC Form and EAC Insurance Deadline (submit to <a href="mailto:aliciaf@mjbizdaily.com">aliciaf@mjbizdaily.com</a> )
April 12	<a href="#">Lead Retrieval</a> Early Bird Deadline
April 24	Book your hotel rooms <a href="https://mjbizconference.com/next/hotel2019/">https://mjbizconference.com/next/hotel2019/</a>
May 8	Register your on-site staff
May 10	Shipments to Advance Warehouse Begin
May 21	Early Discount deadline for all Freeman/ additional services (electrical, internet, AV etc.)
June 4	Last day Advance Warehouse will receive shipments
<b>June 11</b>	Ship to Show site

### **What is included in my booth?**

Each 10'x10' space includes:

- 8' black pipe and drape back wall
- 3' black pipe and drape sidewalls
- 6' black draped table
- 2 standard chairs
- Wastebasket
- Booth ID sign
- **FREE** Material Handling
- **FREE** Standard black Tuxedo carpeting
- Online Booth profile
- Four (4) Free Passes for every 100 square feet of exhibit space

### **Exhibitor Services Manual**

Your Exhibitor Services Manual (ESM) contains all the necessary documentation needed to execute your experience at the Show. 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 June 4). This will provide you a much smoother set-up day as your booth materials will be in your booth when you arrive.

### **Lead Retrieval**

You can purchase the Lead Retrieval App through CompuSystem (link can be found on the Exhibitor Resources website). This is a great way to track leads. Exhibitors can use the app on their own phone or tablet, allowing them to capture leads anywhere around the event, on and off the show floor. With the CompuLEAD app, Exhibitors can also do the following:

- Capture and view full lead contact information in real-time
- Send electronic literature to attendees directly from app
- Qualify leads extensively with action codes, surveys and notes

### Electrical

Your booth package does **NOT** include electrical. If you need this service, please order through the convention center, link can be found on the Exhibitor Resources page in the Convention Center Services box.

### Carpet

Tuxedo black carpeting is provided for your booth at no charge. Different color carpet and padding can be ordered for an additional charge through Freeman Online.

### Cleaning

Your booth will be vacuumed at no charge on Wednesday evening. If you would like daily vacuuming and trash removal, order 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. The dates on the insurance certificate must cover the dates of move-in through move-out which are June 11-14, 2019. **Anne Holland Ventures Inc. dba MJBizCon** needs to be listed as the certificate holder and **Ernest N. Morial Convention Center** listed as additionally insured. COI's need to be emailed to [events@mjbizdaily.com](mailto:events@mjbizdaily.com) by **April 10, 2019**.

Please note: The company name that you are exhibiting under **MUST** be listed somewhere on the COI.

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

Anne Holland Ventures Inc. dba MJBizCon  
3900 S. Wadsworth Blvd. Suite 100  
Denver, CO 80235

-and-

Ernest N. Morial Convention Center  
900 Convention Center Blvd.  
New Orleans, LA 70130

To order temporary event insurance through Buttine, click [HERE](#).

### **Exhibitor Move-in and Tear Down Schedule**

#### **Tuesday, June 11**

8:00 am – 6:00 pm Registration Hall J Foyer  
8:00 am – 6:00 pm Exhibitor Set-up Exhibit Hall I 2 & J

#### **Wednesday, June 12**

8:00 am – 7:00 pm Registration Hall J Foyer  
8:00 am – 2:00 pm Exhibitor Set-up Exhibit Hall I 2 & J  
2:00 pm – 5:00 pm General Session New Orleans Theater  
5:00 pm – 7:00 pm Exhibit Hall Opening Exhibit Hall I 2 & J (Cocktails on the floor)

#### **Thursday, June 13**

8:00 am – 6:00 pm Registration Hall J Foyer  
11:00 am – 6:00 pm Exhibit Hall Open Exhibit Hall I 2 & J

#### **Friday, June 14**

8:00 am – 3:00 pm Registration Hall J Foyer  
11:00 am – 3:00 pm Exhibit Hall Open Exhibit Hall I 2 & J  
3:00 pm – 10:00 pm Exhibitor Tear-Down Exhibit Hall I 2 & J

**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: (720) 213-5887 | Email: [aliciaf@mjbizdaily.com](mailto:aliciaf@mjbizdaily.com)

***We look forward to seeing you in New Orleans!***

**SERVICE INFORMATION**

**BOOTH EQUIPMENT**

Each 10' x 10' booth will be set up with 8' high black back drape, 3' high black side dividers, black booth carpet, 1 - 6' black draped table, 2 side chairs and 1 wastebasket.

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

**EXHIBIT HALL CARPET**

Aisles will be carpeted in midnight blue.

Tuxedo booth carpet is included with your booth package. If you would like to purchase another color, please use the carpet order form located in the service manual.

**DISCOUNT PRICE DEADLINE DATE**

Order early to take advantage of discount rates, place your order by **May 21, 2019**.

**SHOW SCHEDULE**

**EXHIBITOR MOVE-IN**

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

Tuesday	June 11, 2019	8:00 AM - 6:00 PM
Wednesday	June 12, 2019	8:00 AM - 2:00 PM (Hall must be cleared by 2:00 PM for cleaning)

**Note: Overtime rates will apply to material handling for inbound shipments and to labor performed after 5:00 PM on Tuesday, June 11, 2019.**

**EXHIBIT HOURS**

Wednesday	June 12, 2019	5:00 PM - 7:00 PM
Thursday	June 13, 2019	11:00 AM - 6:00 PM
Friday	June 14, 2019	11:00 AM - 3:00 PM

**EXHIBITOR MOVE-OUT**

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

Friday	June 14, 2019	3:00 PM - 10:00 PM
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**Note: Overtime rates will apply to Material Handling for outbound shipments and to labor performed after 5:00 PM on Friday, June 14, 2019.**

**DISMANTLE AND MOVE-OUT INFORMATION**

- All exhibitor materials must be removed from the exhibit facility by **Friday, June 14, 2019 at 10:00 PM**. Any materials remaining in the facility will be re-routed via Freeman's choice or returned to the 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 **Friday, June 14, 2019 at 8:00 PM**.

**POST SHOW PAPERWORK AND LABELS**

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

**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 disposal fee during exhibitor move-in. Excessive booth materials and/or literature left in the booth at the end of the 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 (504) 731-6137 for a quote.

**SERVICE CONTRACTOR CONTACTS / INFORMATION:**

**FREEMAN**

1000 Elmwood Park Blvd.  
 New Orleans, LA 70123  
 Phone (504) 731-6137  
 Fax (469) 621-5612  
 FreemanNewOrleansES@freeman.com

**FREEMAN EXHIBIT TRANSPORTATION**

(800) 995-3579 Toll Free US & Canada  
 (512) 982-4187 Outside the US  
 (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 May 21, 2019.** 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, tablet** or via our new **FreemanOnline Mobile App**.

To place online orders you will be required to enter 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 FreemanOnline Mobile App from the Apple or Android store, or here: [folmobile.freemanco.com](http://folmobile.freemanco.com). A mobile web version is available to extend mobile use for those users that do not have an Apple or Android devices or who do not want to download the app.

If you need assistance with FreemanOnline please call our Customer Support Center at (888) 508-5054 Toll Free US & Canada or +1 (512) 982-4186 or +1 (817) 607-5000 Local & International.

**SHIPPING INFORMATION**

**Warehouse Shipping Address:**

Exhibiting Company Name / Booth #

**MJBizConNEXT**

C/O Freeman  
 905 Sams Ave.  
 New Orleans, LA 70123

Freeman will accept crated, boxed or skidded material beginning **Friday, May 10, 2019**, at the above address. Material arriving after **June 4, 2019** will be received at the warehouse with an additional after deadline charge. Please note that the Freeman Warehouse does not accept uncrated freight (loose, pad-wrapped material and/or unskidded machinery), COD shipments, hazardous materials, freight requiring refrigerated or frozen storage, a single piece of freight weighing more than 5,000 pounds or a single piece of freight beyond the dimensions of 108”H x 93”W. Warehouse receiving hours are 8:00 a.m. - 4:00 p.m., Monday - Friday. Certified weight tickets must accompany all shipments. If required, provide your carrier with this phone number: (504) 731-6137.

**Show Site Shipping Address:**

Exhibiting Company Name / Booth #

**MJBizConNEXT**

C/O Freeman  
 Ernest N. Morial Convention Center  
 900 Convention Center Blvd.  
 New Orleans, LA 70130

Please note that all vehicles delivering materials to the Ernest N. Morial Convention Center must report to the Lot I Marshalling Yard (1315 Tchoupitoulas St., New Orleans, LA). This includes privately owned vehicles (cars, trucks, vans, etc.) who choose to unload their own materials at the established unloading area.

**No vehicle will be allowed to the dock area without a pass.**

**Please see the Marshalling Yard Map for important directions information.**

Freeman will receive shipments at the exhibit facility beginning **Tuesday, June 11, 2019**. 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: (504) 731-6137.



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

**LABOR INFORMATION**

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

**ASSISTANCE**

We want you to have a successful show. If we can be of assistance, please call our Exhibitor Services Department at 504-731-6137.

**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 New Orleans Exhibitor Services at 504-731-6137 or Freeman's Customer Support Center at (888) 508-5054 Toll Free US & Canada or (512) 982-4186 Local & International.

### **HELPFUL HINTS**

#### **SAVE MONEY**

Order early to take advantage of discount rates, place your order by **May 21, 2019**.

#### **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.

Per show management, children under the age of 16 are not permitted in the exhibit hall during installation and dismantle.

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 & helpful hints on pre-show procedures and move-in please go to [Pre-Show FAQ](#).

For more information & helpful hints on post-show procedures and move-out please [Post-Show FAQ](#).

Call Freeman's Exhibitor Services department at 504-731-6137 with any questions or needs you may have.

# FREEMAN

1000 Elmwood Park Blvd  
New Orleans, LA 70123  
(504) 731-6137 • Fax: (469) 621-5612

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

NAME OF SHOW: **MJBizConNEXT / June 12 - 14, 2019**

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

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

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

For Assistance, please call (504) 731-6137 to speak with one of our experts.

## **HOSTED FREIGHT PACKAGE**

The Spring MJBizConNEXT 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 to the advance warehouse before the April 30th deadline, or during the direct shipments dates listed below.

**WAREHOUSE SHIPMENTS:** May 10 - June 4, 2019

**WAREHOUSE HOURS:** 8:00 a.m. to 4:00 p.m. Monday through Friday, Holidays excluded.

**DIRECT SHIPMENTS:** June 11, 2019 from 8:00 a.m. to 6:00 p.m.

June 12, 2019 from 8:00 a.m. to 12:00 p.m.

Description	Price Per Pound
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### **RATE CLASSIFICATIONS:**

Warehouse Shipment received from May 10 - June 4, 2019 ..... No Charge

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

Late Shipment (per pound, 100 pound minimum)..... \$0.27 per lb

**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 (504) 731-6137 or FreemanNewOrleansES@freeman.com with any questions.**

**FREEMAN hosted freight package**

**F R E E M A N**

**R U S H**

**DO NOT DELAY**

**F R E E M A N**

**R U S H**

**DO NOT DELAY**

**RECEIVING DATE BEGINS: MAY 10, 2019**

**RECEIVING DATE BEGINS: MAY 10, 2019**

**DEADLINE DATE IS: JUNE 04, 2019**

**DEADLINE DATE IS: JUNE 04, 2019**

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

*EXHIBITOR NAME*

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

*EXHIBITOR NAME*

**C/O: FREEMAN  
905 SAMS AVE**

**NEW ORLEANS, LA 70123**

**C/O: FREEMAN  
905 SAMS AVE**

**NEW ORLEANS, LA 70123**

**WAREHOUSE**

**WAREHOUSE**

**EVENT:** \_\_\_\_\_ *MJBizConNEXT*

**EVENT:** \_\_\_\_\_ *MJBizConNEXT*

**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**

**F R E E M A N**

**R U S H**

**R U S H**

**DO NOT DELAY**

**DO NOT DELAY**

**CANNOT DELIVER BEFORE JUNE 11, 2019**

**CANNOT DELIVER BEFORE JUNE 11, 2019**

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

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

**C/O: FREEMAN**  
**MORIAL CONVENTION CENTER**  
**900 CONVENTION CENTER BLVD**  
  
**NEW ORLEANS, LA 70130**

**C/O: FREEMAN**  
**MORIAL CONVENTION CENTER**  
**900 CONVENTION CENTER BLVD**  
  
**NEW ORLEANS, LA 70130**

**SHOW SITE**

**SHOW SITE**

EVENT: \_\_\_\_\_ *MJBizConNEXT*

EVENT: \_\_\_\_\_ *MJBizConNEXT*

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.



# 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).







# **DEPARTMENT OF FIRE**

**City of New Orleans**

**Fire Prevention Division**



## **Minimum Requirements For Single level covered exhibits or Multi-level exhibits**

1. Plans shall indicate if exhibit is multi-level or is covered with a ceiling.
2. No multi-level exhibit or exhibit covered with a ceiling shall be greater than 5,000 square feet unless it's protected by an automatic sprinkler system as per NFPA 101.
3. No multi-level exhibit shall be greater than two levels.
4. All multi-level exhibits must have a UL approved battery powered smoke detector within the exhibit area on each level per 500 square feet that emits alarms audible outside the enclosed or covered area.
5. All multi-level exhibits with closed sides must have electrical powered ventilation for 1<sup>st</sup> and 2<sup>nd</sup> level producing a minimum of 1200 cfms.
6. All multi-level exhibits shall have 4A:10BC fire extinguishers as per NFPA 10 guidelines.
7. All single level covered exhibits or multi-level exhibits which are not protected by an automatic sprinkler system shall, in addition to the previous stated requirements, also provide a NOFD Firewatch when the exhibits are greater than 600 square feet. (The number of firewatch personnel shall be determined by the New Orleans Fire Department for each show.)

In addition to the requirements enumerated above, all exhibits must adhere to NFPA 101 Section 8-7.5.3 and all other applicable codes and standards relative to exhibits.

# FREEMAN

1000 Elmwood Park Blvd  
 New Orleans, LA 70123  
 (504) 731-6137 Fax: (469) 621-5612

**OUTBOUND MATERIAL HANDLING  
 AND SHIPPING LABELS**

NAME OF SHOW: **MJBizConNEXT / June 12 - 14, 2019**

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

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

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

For Assistance, please call (504) 731-6137 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.      Carrier Name: \_\_\_\_\_  
 Charges will appear on your Freeman invoice.      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:**

1 Day: Delivery next business day       Standard Ground  
 2 Day: Delivery by 5:00 PM second business day       Specialized: Pad wrapped, uncrated, or truckload  
 Deferred: Delivery within 3-5 business days

**Select Shipment Options (if applicable)**

Have loading dock       Lift gate required  
 Inside delivery       Air ride required  
 Pad wrap required       Residential  
 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.

# The Easy Way to Collect Leads and Boost ROI



## CompuLEAD® App and Tablet

Develop high-quality sales leads and close more sales.

- Download app on your own phone or rent a tablet
- Capture leads at your booth, networking dinners or anywhere else
- Quickly qualify leads for fast follow-up
- Wireless printer available



## atEvent—Global Lead Retrieval Solution

A global lead retrieval solution you can use at all your events.

- Download app on your own phone or rent a tablet
- Drive prospect nurturing and sales conversions
- Transfer leads automatically to your CRM or Marketing Automation systems
- Obtain interaction history across all your events
- Scan badges and business cards



Products run on Apple and Android devices with current operating systems

Quick Comparison	CompuLEAD	atEvent
Scan badges to collect lead data	✓	✓
Qualify and survey leads	✓	✓
View/edit leads from the device	✓	✓
Add notes to a lead	✓	✓
Real-time access to leads online	✓	✓
Use on multiple devices	✓	--
Send marketing materials to leads	✓	--
Transfer activations among devices	✓	--
Wireless printer option	✓	--
Auto Transfer leads into your CRM	--	✓
Scan business cards	--	✓
GDPR ready	✓	✓

*"This is best lead retrieval app I have ever used! It's so simple. After my booth staff downloaded it onto their own phones, they were up and running in no time. We will definitely use the CompuLEAD app again next year."*

**- T. Jacobson**

### International Exhibitors Have a limited data plan?

You can use the CompuLEAD App in 'Airplane Mode' and sync your leads at the end of the day to avoid using up your data. (Wi-Fi enabled devices only)

Order Online: [compusystems.com/order](http://compusystems.com/order)

### Questions?

Domestic (toll-free): 866.600.5323 - International: +1 708.786.5565  
Email: [exhibitor-support@csireg.com](mailto:exhibitor-support@csireg.com)



CompuSystems



Patent Pending

## Introducing Showcase XD

An easy-to-use iPad catalog app designed to enhance your trade show booth product displays! Showcase XD is a better way to engage attendees at booth of any size and includes the following game-changing features:

### Skip the Printer

Save money. No more printing and shipping brochures that land in the trash

### Automated follow up:

Sends the attendee a summary of their experience and links to products they were interested in

### Powerful Insight:

- Scan a badge or enter the attendee's email
- Tracks the attendee's interests
- Data can also be imported to CRM, ASM or email marketing platforms

### Packed with Benefits:

- Easy to use and setup
- Pays for itself in printing and shipping costs
- Badge Scanning capability
- Personalization



- iPad and stand rentals available
- Core features work without WiFi
- Powerful insight and analytics
- Can be used for multiple shows

Order Online: [compusystems.com/order](http://compusystems.com/order)

### Questions?

Domestic (toll-free): 866.600.5323 - International: +1 708.786.5565  
Email: [exhibitor-support@csireg.com](mailto:exhibitor-support@csireg.com)





# CompuSystems

MJNXT19 | June 12-14, 2019 | New Orleans, LA

Product	Early Bird (4/12/19)	Advanced (4/29/19)	Standard
<b>CompuLEAD App</b>			
CompuLEAD App - 3 apps (173A) <i>* Custom qualifiers and surveys</i>	\$450.00	\$490.00	\$545.00
CompuLEAD App Package - 3 apps (115) <i>* Custom qualifiers and surveys</i> <i>* 15 pieces of literature (15 PDFs, up to 5 MB each)</i> <i>* 5 links to video</i>	\$570.00	\$610.00	\$660.00
<b>CompuLEAD App Add-ons</b>			
Wireless Printer for App (287A)	\$110.00	\$125.00	\$150.00
Delivery, Setup & Training (108 - App) (08 - Tablet)	\$110.00	\$125.00	\$145.00
<b>CompuLEAD Tablet options</b>			
CompuLEAD Tablet (174A)	\$465.00	\$505.00	\$555.00
CompuLEAD Tablet Package (114) <i>* Custom qualifiers and surveys</i> <i>* Wireless printer</i> <i>* Delivery, setup and in-booth training</i> <i>* 15 pieces of literature (15 PDFs, up to 5 MB each)</i> <i>* 5 links to video</i>	\$775.00	\$840.00	\$930.00
<b>CompuLEAD Tablet Add-ons</b>			
Wireless Printer for Tablet (187A)	\$110.00	\$125.00	\$150.00
Additional App Activations (173B)	\$135.00	\$135.00	\$135.00
Insurance for Tablet	\$85.00	\$85.00	\$85.00
<b>ShowcaseXD</b>			
ShowcaseXD - Catalog App	\$995.00	\$995.00	\$995.00
ShowcaseXD - Kiosk	\$125.00	\$125.00	\$125.00
ShowcaseXD - iPad	\$125.00	\$125.00	\$125.00
<b>atEvent</b>			
atEvent 3 Activations (194)	\$995.00	\$995.00	\$995.00
atEvent Additional Activations (294)	\$135.00	\$135.00	\$135.00
708-344-9070   sales@csireg.com   www.compusystems.com			

PLEASE SEE PRICING BELOW FOR ELECTRICAL SERVICE  
&  
PLACE YOUR ORDER ONLINE AT  
<http://services.mccno.com>

FEEL FREE TO CONTACT US VIA EMAIL AT [exhibit\\_services@mccno.com](mailto:exhibit_services@mccno.com) OR BY PHONE AT  
504-582-3036 IF YOU HAVE ANY QUESTIONS OR NEED ADDITIONAL INFORMATION.

120 Volt Service (Includes labor for the installation)	Advanced	Standard	Onsite
5 AMP - 0-600 watts (Phones, laptops, lead retrieval, water cooler)	\$116	\$150	\$187. <sup>50</sup>
10 AMP - 601-1200 watts (Desk top, fax, printer, TV, refrigerator)	\$152	\$184	\$230. <sup>00</sup>
15 AMP - 1201- 1800 watts (Vacuum, coffee pot, iron, toaster)	\$170	\$207	\$258. <sup>75</sup>
20 AMP - 1801-2400 watts (Heater, copier, microwave)	\$202	\$272	\$340. <sup>00</sup>

208 Volt 1Ø Service (Includes installation labor)	Advanced	Standard	Onsite
20 AMP	\$338	\$461	\$576. <sup>25</sup>
30 AMP	\$433	\$585	\$731. <sup>25</sup>
60 AMP	\$673	\$866	\$1,082. <sup>50</sup>
100 AMP	\$938	\$1,244	\$1,555. <sup>00</sup>
200 AMP (Price includes overhead service)	\$2,040	\$2,353	\$2,931. <sup>25</sup>
400 AMP (Price includes overhead service)	\$3,353	\$3,558	\$4,437. <sup>50</sup>

208 Volt 3Ø Service (Includes installation labor)	Advanced	Standard	Onsite
20 AMP	\$472	\$625	\$781. <sup>25</sup>
30 AMP	\$591	\$793	\$991. <sup>25</sup>
60 AMP	\$959	\$1,195	\$1,493. <sup>75</sup>
100 AMP	\$1,500	\$1,863	\$2,328. <sup>75</sup>
200 AMP (Price includes overhead service)	\$2,940	\$4,000	\$5,000. <sup>00</sup>
400 AMP (Price Includes overhead service)	\$5,840	\$8,040	\$10,040. <sup>00</sup>

### Spotlights and Extension Cords

1000 Watt par 64 theatrical spot (Inc. power/install/focus/removal)	\$325	\$375	\$475
Single Extension Cords (Power and labor not Included)	\$23	\$23	\$23
Multiple Connection Boxes (Boxes include 4 outlets)	\$23	\$23	\$23

Electrical service typically is provided from the floor. There is an additional fee for ceiling drops and 24 hour service. The option to add these is located under suggested items when selecting your electrical outlets.



# ELECTRICAL SERVICE TERMS & CONDITIONS

1. Location of service in booth must be designated. Diagrams indicating booth orientation are required.
2. Rates listed for all connections include bringing the service to booth in the most convenient manner and DO NOT INCLUDE connecting equipment, special wiring, ramping, making specialized installations or labor.
3. Additional service charges and labor charges may be assessed for installation. Payment must be rendered in Full when billed during the event. Service may be interrupted if payment is not received.
4. **Any additional cost incurred by MCCNO to (1) assist in trouble diagnosis or problem resolution found not to be the fault of MCCNO or (2) collect information required to complete the installation that customer fails to provide may be billed to the customer at the prevailing rate.**
5. **All service issues must be reported to the MCC Service Desk prior to the close of the event.**
6. **Claims will not be considered unless filed in writing by exhibitor prior to close of event.**
7. **Credit will not be given for service installed and not used.**
8. **Cancellation – All cancellations must be submitted in writing. A \$50.00 processing fee will be applied to orders cancelled prior to installation. No credit is given for service cancelled after installation.**
9. The Convention Center is responsible for the installation of all electrical distributions from the power source to the exhibit. Distribution is defined as all cable, connectors and hardware up to the first connection that follows the last branch circuit protection device.
10. Any branch circuit connection which is terminated in a non-Nema rated connector (i.e. bare wire, disconnect) must be made by a Convention Center electrician
11. All equipment, regardless of source of power or plumbing connection must comply with Federal, State and Local codes. The Convention Center reserves the right to inspect all electrical and/or plumbing devices and connections to ensure compliance with all codes.
12. If further explanation of your plumbing/electrical requirements is necessary, please attach a separate sheet to this form.
13. If a technical data sheet on equipment indicating connections and/or description of equipment to be connected is available, please attach sheet or description to the Utility Location form.
14. Please indicate locations of outlets in booth on the utility locations form.
15. If no location is provided, the drop is installed in the center rear of the booth. Labor charges will apply to relocate the service
16. All connections are subject to approval by MCC, and only the Convention Center Mechanics are authorized to make air, water, drain, gas, and steam connections.
17. All fittings are SPT.
18. Gas branches are not permitted under carpet.

PLEASE SEE PRICING BELOW FOR INTERNET SERVICE  
&  
PLACE YOUR ORDER ONLINE AT  
<http://services.mccno.com>

FEEL FREE TO CONTACT US VIA EMAIL AT [exhibit\\_services@mccno.com](mailto:exhibit_services@mccno.com) OR BY PHONE AT 504-582-3036  
IF YOU HAVE ANY QUESTIONS OR NEED ADDITIONAL INFORMATION

Wired Internet Service - (Labor Included) (10/100 Connection) Static & Public IP address	Advanced	Standard	Onsite
Shared Internet Service with 1 IP address	\$1,100	\$1,300	\$1,625. <sup>00</sup>
Additional IP Addresses	\$129	\$148	\$185. <sup>00</sup>
Shared Internet Service with 5 IP address	\$1,597	\$1,879	\$2,348. <sup>75</sup>
Shared Internet Service with 10 IP address	\$2,177	\$2,561	\$3,021. <sup>25</sup>
Shared Internet Service with 15 IP address	\$2,757	\$3,243	\$3,446. <sup>25</sup>
Shared Internet Service with 20 IP address	\$3,223	\$3,792	\$4,028. <sup>25</sup>
Dedicated Internet Service with 27 IP address	\$3,993	\$4,698	\$4,991. <sup>00</sup>
Dedicated Internet Service with 57 IP address	\$6,200	\$6,665	\$7,750. <sup>25</sup>
DHCP Service (available with dedicated service only, not available without prior arrangement)	\$309	\$361	—
Hub/switch rental - 8 port (signature is required upon delivery)	\$95	\$110	\$137. <sup>50</sup>
Hub/switch rental - 16 port (signature is required upon delivery)	\$155	\$180	\$225. <sup>00</sup>
56KB w/ 1 IP - Metered Broadband Service (email only - no additional IP)	\$400	\$471	\$588. <sup>75</sup>
256KB w/ 1 IP - Metered Broadband Service (email only - no additional IP)	\$600	\$705	\$881. <sup>25</sup>
512KB w/ 1 IP - Metered Broadband Service (email only - no additional IP)	\$800	\$941	\$1,176. <sup>25</sup>

• All service originates from overhead

### Cable Service

25 Ft. Cat 5 cable (MCC Labor Optional)	\$25	\$30	\$37. <sup>50</sup>
50 Ft. Cat 5 cable (MCC Labor Optional)	\$50	\$59	\$73. <sup>75</sup>
100 Ft. Cat 5 cable (MCC Labor Optional)	\$75	\$88	\$110. <sup>00</sup>
MCC Install 1 - 4 cables	\$38	\$38	\$38. <sup>00</sup>
MCC Install 5 - 8 cables	\$76	\$76	\$76. <sup>00</sup>
MCC Install 9 - 12 cables	\$114	\$114	\$114. <sup>00</sup>
MCC Install 13 - 24 cables	\$152	\$152	\$152. <sup>00</sup>

### Wireless Service

Wireless Hotspot (Up to 10 devices - more by quote)	\$1500	\$1875	\$2343. <sup>75</sup>
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- The customer must provide all network, computer hardware, and software to be used in the exhibit booth or meeting room, as well as the proper configuration of such equipment.
- The MCC cannot provide technical support on any issue related to the configuration of your computer equipment.
- Exhibitors choosing to create their own wireless network, please see item 14 on the Terms and Conditions page.
- It is the customer's responsibility to provide administrative rights to configure computers. To receive configuration information in advance, please send requests to [techsupport@mccno.com](mailto:techsupport@mccno.com). Include the event name, booth number and company name in the request.
- A move fee of \$129.00 per line will be charged to relocate the circuit after it is installed. If no location is provided, the drop is installed in the rear center of the booth. Internet drops originate from overhead (except under finished ceiling)

# INTERNET AND NETWORK SERVICE TERMS & CONDITIONS

1. Location of service in booth must be designated. Diagrams indicating booth orientation are required.
2. Rates listed for all connections include bringing the service to booth in the most convenient manner and DO NOT INCLUDE connecting equipment, special wiring, ramping, making specialized installations or labor.
3. Additional service charges and labor charges may be assessed for installation. Payment must be rendered in Full when billed during the event. Service may be interrupted if payment is not received.
4. All material and equipment furnished by the Convention Center shall remain the property of the Convention Center and shall be removed ONLY by Convention Center Personnel.
5. **Any additional cost incurred by MCCNO to (1) assist in trouble diagnosis or problem resolution found not to be the fault of MCCNO or (2) collect information required to complete the installation that customer fails to provide may be billed to the customer at the prevailing rate.**
6. **All service issues must be reported to the MCC Service Desk prior to the close of the event.**
7. **Claims will not be considered unless filed in writing by exhibitor prior to close of event.**
8. **Credit will not be given for service installed and not used.**
9. **Cancellation – All cancellations must be submitted in writing. A \$50.00 processing fee will be applied to orders cancelled prior to installation. No credit is given for service cancelled after installation.**
10. Customer provided/ordered circuits must be installed and working 2 days before show move-in.
11. End user is responsible for compliance with all applicable federal, state or local laws pertaining to the use of all services.
12. The equipment and services will be provided only during the dates of the event the Customer is participating.
13. **Use of Network Connection –**
  - The network attachment to be provided by MCCNO may be used only by the directors, officers, and employees of the company, its guests, its agents and consultants while performing service for the company and cannot be resold or distributed to other companies. The services being provided by MCCNO will facilitate communications between the Company's authorized users and the entities reachable through the national Internet. Users of MCCNO equipment and network services shall use reasonable efforts to promote efficient use of the networks to minimize, and avoid if possible, unnecessary network traffic and interference with the work of other user of the interconnected networks, **specifically wireless interference.**
  - Users of MCCNO services shall not disrupt any of the MCCNO or other associated networks as a whole or any equipment of system forming part of their systems, or any services provided over, or in connection with MCCNO or other associated networks. MCCNO services shall not be used to transmit any communication where the meaning of the message, or its distribution, would likely be highly offensive to the recipient or recipients thereof.
  - **All devices for which MCCNO provides Internet or Networking connectivity shall be required to obtain a MCCNO assigned IP address.**
  - MCCNO will provide standard 10/100Mbps switched Ethernet-based connections with RJ-45 connections to each location as specified by the client. All data transmissions from connected client computers will be handled via copper and fiber optic based transmission media and routed/repeated as necessary to conform to Ethernet-based connectivity Standards. MCCNO will only be responsible to the end of that connection or MCCNO provided device.
14. **Wireless Specific-The use of any wireless device that interferes with the facility's wireless data frequency is Prohibited. Exhibitors are allowed to bring and utilize their own wireless routers. The exhibitor will be charged for the drop and an IP address for each device connected to the router. MCCNO is NOT responsible for the configuration or operation of the wireless router. It is the responsibility of the exhibitor to ensure their equipment is properly configured and operational and not interfering with other exhibitor and/or MCCNO equipment.**
15. Internet Performance Disclaimer – MCCNO does not guarantee the performance, routing or throughput, either expressed or implied, of any data circuit(s) connectivity with regards to the Internet and/or Internet backbones beyond any facility we service. MCCNO does, however, monitor traffic and bandwidth usage in order to maintain an acceptable level of performance from the Ethernet network for all users.
16. Internet Security Disclaimer – **MCCNO does not provide security, such as but not limited to firewalls, etc...for any data circuit(s) we provide. It is the sole responsibility of the customer to provide any necessary security. With execution of this document the customer is agreeing to the Terms and Conditions of this document and will hold MCCNO, its agents and contracts harmless for any and all liabilities arising from the use of non-secured circuits. The client is responsible for Anti-Virus protection on all devices. MCCNO requires that all devices directly or indirectly accessing the MCCNO network and Internet connection must have the latest virus protection software, windows security updates, system patches and any technological cautions available/necessary to protect the MCCNO network, you and others from viruses, worms or any malicious programs and other disruptive appliances.**
17. The exhibitor must provide any services (email, ftp, http servers, etc.) that are required. The MCCNO provides standard Internet connectivity.
18. **Equipment Management – Customer will be responsible for returning all equipment and related materials to the MCC Exhibitor Service Center at the close of the show unless prior arrangements have been made with the Services Center.**
19. **A signature is required delivery of your rental hub(s) or metered broadband modem. Please notify the MCCNO service desk when you are available to receive.**

PLEASE SEE PRICING BELOW FOR PLUMBING SERVICE  
&

PLACE YOUR ORDER ONLINE AT  
<http://services.mccno.com>

FEEL FREE TO CONTACT US VIA EMAIL AT [exhibit\\_services@mccno.com](mailto:exhibit_services@mccno.com) OR BY PHONE AT 504-582-3036  
IF YOU HAVE ANY QUESTIONS OR NEED ASSISTANCE.

### Compressed Air (100 PSI)

Advanced      Standard      Onsite

Single Outlet 1/2"	\$325	\$369	\$461. <sup>25</sup>
Single Outlet 3/4"	\$361	\$440	\$550. <sup>00</sup>
Branch Outlets	\$200	\$250	\$312. <sup>50</sup>

- Exhibitor must supply regulator and filter • All service originates from overhead
- 24 Hour Service is available for compressed air. Add a 50% Outlet.

### Water (80 PSI)

Single Outlet 3/4" - COLD (Drain Not Included)	\$300	\$390	\$487. <sup>50</sup>
Single Outlet 3/4" - HOT (Drain Not Included)	\$400	\$520	\$650. <sup>00</sup>
Branch Outlets	\$200	\$260	\$325. <sup>00</sup>
Fill and Drain to 500 Gallons (1time fill and drain Included)	\$287	\$396	\$495. <sup>00</sup>
Additional 250 Gallons	\$199	\$250	\$312. <sup>50</sup>
"Everything But the Kitchen Sink Package" <small>HOT and COLD water service with drain included. Sink not provided.</small>	\$860	\$989	\$1236. <sup>25</sup>

- Exhibitor must supply regulator and filter • All service originates from overhead

### Drain Service

Connection	\$257	\$364	\$455
Branch Outlets	\$155	\$181	\$226

### Gas (6' Water Column, 2 PSI)

Single Outlet 1/2" Natural Gas	\$304	\$361	\$457. <sup>50</sup>
Single Outlet 3/4" Natural Gas	\$329	\$386	\$482. <sup>50</sup>
Single Outlet 1" Natural Gas	\$429	\$486	\$552. <sup>50</sup>
Branch Outlets	\$231	\$272	\$340. <sup>00</sup>

- Exhibitor must supply regulator and filter • All service originates from overhead

# PLUMBING TERMS & CONDITIONS

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4. **Any additional cost incurred by MCCNO to (1) assist in trouble diagnosis or problem resolution found not to be the fault of MCCNO or (2) collect information required to complete the installation that customer fails to provide may be billed to the customer at the prevailing rate.**
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10. Any branch circuit connection which is terminated in a non-Nema rated connector (i.e. bare wire, disconnect) must be made by a Convention Center electrician
11. All equipment, regardless of source of power or plumbing connection must comply with Federal, State and Local codes. The Convention Center reserves the right to inspect all electrical and/or plumbing devices and connections to ensure compliance with all codes.
12. If further explanation of your plumbing/electrical requirements is necessary, please attach a separate sheet to this form.
13. If a technical data sheet on equipment indicating connections and/or description of equipment to be connected is available, please attach sheet or description to the Utility Location form.
14. Please indicate locations of outlets in booth on the utility locations form.
15. If no location is provided, the drop is installed in the center rear of the booth. Labor charges will apply to relocate the service
16. All connections are subject to approval by MCC, and only the Convention Center Mechanics are authorized to make air, water, drain, gas, and steam connections.
17. All fittings are SPT.
18. Gas branches are not permitted under carpet.

# TELECOMMUNICATIONS SERVICES

REQUEST FORM

PLEASE SEE PRICING BELOW FOR TELEPHONE SERVICE  
&  
PLACE YOUR ORDER ONLINE AT  
<http://services.mccno.com>

FEEL FREE TO CONTACT US VIA EMAIL AT [exhibit\\_services@mccno.com](mailto:exhibit_services@mccno.com) OR BY PHONE AT 504-582-3036  
IF YOU HAVE ANY QUESTIONS OR NEED ADDITIONAL INFORMATION

	Advanced	Standard	Onsite
<b>Standard Line Service for Telephones, Modems, Fax, and POS Machines</b>			
Unrestricted Telephone Line - (CC# required for Long Distance)	\$260	\$305	\$381. <sup>25</sup>

	Advanced	Standard	Onsite
<b>Telephone Sets (Includes telephone instrument and service)</b>			
Single Line Sets	\$281	\$330	\$412. <sup>50</sup>
Single Line Speakerphone	\$313	\$367	\$458. <sup>75</sup>
Message Waiting Single Line Sets	\$313	\$367	\$458. <sup>75</sup>
Multi-Line Speakerphone Sets	\$460	\$555	\$693. <sup>75</sup>
Polycom Conference Phone	\$450	\$560	\$670. <sup>00</sup>

	Advanced	Standard	Onsite
<b>Other Telephone Services</b>			
Voice Mail	\$26	\$50	\$75. <sup>00</sup>
Call Waiting, Call Pickup, Rollover/Hunt	\$15	\$15	\$15. <sup>00</sup>
Direct Dial Line	\$421	\$475	\$588. <sup>50</sup>
Extend Analog Pots Line From Dmark to Booth	\$206	\$242	\$302. <sup>50</sup>
Extend ISDN BR1 Line From Dmark to Booth	\$309	\$364	\$455. <sup>00</sup>
Extend T1 Circuit From Dmark to Booth	\$1,854	\$2,238	\$2,738. <sup>40</sup>
Move Line Fee	\$52	\$52	\$52. <sup>00</sup>



# TELEPHONE SERVICE TERMS & CONDITIONS

1. Location of service in booth must be designated. Diagrams indicating booth orientation are required.
2. Rates listed for all connections include bringing the service to booth in the most convenient manner and DO NOT INCLUDE connecting equipment, special wiring, ramping, making specialized installations or labor.
3. Additional service charges and labor charges may be assessed for installation. Payment must be rendered in Full when billed during the event. Service may be interrupted if payment is not received.
4. All material and equipment furnished by the Convention Center shall remain the property of the Convention Center and shall be removed ONLY by Convention Center Personnel.
5. **Any additional cost incurred by MCCNO to (1) assist in trouble diagnosis or problem resolution found not to be the fault of MCCNO or (2) collect information required to complete the installation that customer fails to provide may be billed to the customer at the prevailing rate.**
6. **All service issues must be reported to the MCC Service Desk prior to the close of the event.**
7. **Claims will not be considered unless filed in writing by exhibitor prior to close of event.**
8. **Credit will not be given for service installed and not used.**
9. **Cancellation – All cancellations must be submitted in writing. A \$50.00 processing fee will be applied to orders cancelled prior to installation. No credit is given for service cancelled after installation.**
10. Customer provided/ordered circuits must be installed and working 2 days before show move-in.
11. End user is responsible for compliance with all applicable federal, state or local laws pertaining to the use of all services.
12. The equipment and services will be provided only during the dates of the event the Customer is participating.
  1. **Long Distance** – Long Distance (inter-exchange) services are provided by the Center under license arrangements (1 + dialing). The Center will process billing for such services. **A credit card is required for long distance charges.**
  2. **Equipment Management** – Customer will be responsible for returning all telephone sets or other equipment and related materials to the MCC Exhibitor Service Center at the close of the show unless prior arrangements have been made with the Services Center.
    - **A signature is required delivery of your telephone sets. Please notify the MCCNO service desk when you are available to receive.**
    - The following costs will be charged to the customer's credit card account if equipment is not returned: **Single line sets - \$78.75 Multi line sets \$388.50 Hubs - \$250.00. A credit card is required for rental of all equipment.**





New Orleans Ernest N. Morial Convention Center  
Exhibit Catering Order Form



<i>Reception Stations</i>	Qty	x	Cost	x	#Days	=	Total	Delivery Date(s)	Delivery Time	Removal Time
									am / pm	am / pm
									am / pm	am / pm
									am / pm	am / pm
									am / pm	am / pm
									am / pm	am / pm
									am / pm	am / pm
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									am / pm	am / pm
<i>Bar Services</i>	Qty	x	Cost	x	#Days	=	Total	Delivery Date(s)	Delivery Time	Removal Time
									am / pm	am / pm
									am / pm	am / pm
									am / pm	am / pm
									am / pm	am / pm
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									am / pm	am / pm
<i>Labor Fees</i>	Qty	x	Cost	x	#Days	=	Total	Delivery Date(s)	Delivery Time	Removal Time
Bartender (covers up to 5 hours of service)			200.00						am / pm	am / pm
Attendent (covers up to 5 hours of service)			200.00						am / pm	am / pm
Delivery Fee			25.00						am / pm	am / pm
Set Up Fee (Action Stations, Kegs, Alcohol Stations, etc)			100.00						am / pm	am / pm
ADDITIONAL MENU OPTIONS AVAILABLE UPON REQUEST										
All orders must be received (14) business days in advance of the scheduled delivery. Please add a 21% Taxable Catering Service Fee & 10.20% Sales Tax. ALL ORDERS WILL BE CHARGED A \$25 DELIVERY FEE PER TRIP									Sub-Total:	
									Delivery Fee (\$25/delivery)	
Signature: _____ Date: _____									Service Fee (21%)	
									Sales Tax (10.20%)	
									Total:	
Please return completed order by fax to {504-670-7201}, or email your respective Catering Sales Manager										

## Credit Card Authorization

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**I authorize Centerplate to charge my credit card:**

Event Name: \_\_\_\_\_

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

Name on Card: \_\_\_\_\_

Card Type (circle one): **VISA** **Master Card** **Discover** **American Express** **Diners Club**

Card Number: \_\_\_\_\_

Expiration Date: \_\_\_\_\_

Card Verification Number: \_\_\_\_\_  
(3 or 4 digit ID on front or back of card)

Billing Address and Zip: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature: \_\_\_\_\_

**PLEASE RETURN TO:**

**Fax # 504.670.7201**

New Orleans Morial Convention Center

*Attention: FOOD & BEVERAGE*

900 Convention Center Boulevard | New Orleans, LA 70130

Phone: 504.670.7200



# EXHIBITOR CATERING MENU



# Welcome to New Orleans!



**Welcome to New Orleans, “The Big Easy,” a world-renowned destination for food, wine, and free-spirited fun – where the historic 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 Ernest N. Morial Convention Center. Our style is collaborative, and our New Orleans 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 New Orleans.

*Carly Borgula*

Carly Borgula, Director of Catering, Centerplate  
900 Convention Center Blvd.  
New Orleans, LA 70130



P: 504.670.7237  
C: 504.312.2293  
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[carly.borgula@centerplate.com](mailto:carly.borgula@centerplate.com)



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#### 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 CONTACTS**

Booth Catering Manager 504.670.7254  
**Linsey Marriott** [linsey.marriott@centerplate.com](mailto:linsey.marriott@centerplate.com)

Senior Catering Sales Manager 504.670.7227  
**Bruce Townsend** [bruce.townsend@centerplate.com](mailto:bruce.townsend@centerplate.com)

Catering Sales Manager 504.670.7203  
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Catering Sales Manager 504.670.7236  
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Catering Coordinator 504.670.7211  
**Brian Benadom** [brian.benadom@centerplate.com](mailto:brian.benadom@centerplate.com)



## 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 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**

10 person minimum required.

**Uptown Breakfast** \$21.00

Assorted breakfast pastries, muffins and bagels  
Served with butter, preserves and cream cheese  
Sliced seasonal fruit display  
Assorted bottled fruit juices  
Coffee, decaffeinated coffee and hot tea

**ENHANCE YOUR UPTOWN BREAKFAST\*****Cinnamon Pan Perdue Breakfast Sandwich** \$7.50

Fresh scrambled egg, sausage patty and pepper Jack cheese

**English Muffin Breakfast Sandwich** \$7.50

Scrambled eggs, tasso ham and cheddar cheese

**Stuffed Biscuit Sandwich** \$7.50

Scrambled eggs, applewood bacon and cheese

**Breakfast Wrap** \$7.50

Warm flour tortilla filled with scrambled eggs, Cajun sausage, potatoes and cheese. Served with fresh salsa

\* A Booth Attendant is required.  
\$200 for up to five (5) consecutive hours of service.  
Additional hours \$40.00 per hour.



## FRESHLY BREWED COFFEE

\*Prices listed are per gallon. Three (3) gallon minimum required.

### PJ'S New Orleans Roast\* \$59.00

Freshly brewed coffee, decaffeinated coffee or hot teas

### Starbucks Coffee\* \$75.00

Freshly brewed coffee, decaffeinated coffee or Tazo hot teas

### NOLA Coffee\* \$69.00

Assorted syrups: vanilla, hazelnut, mocha and caramel. Served with swizzle sugar sticks and cinnamon

Includes cups, creamers, sugar, sweeteners, stirrers and napkins

## BEVERAGE SERVICE

Assorted Canned Sodas\* \$80.00

Natural Spring Water\* \$80.00

Dasani Bottled Water\* \$90.00

Assorted Bottled Fruit Juices\* \$90.00

Vitamin Water\* \$125.00

Bottled Iced Tea\* \$125.00

Red Bull\* (8 oz.)  
Regular or sugar free \$180.00

Iced Tea\*\* \$42.00

Lemonade\*\* \$42.00

\*(24) beverages per case,  
(1) case minimum required

\*\*Price per gallon, (3) gallon  
minimum required

## WATER SERVICE

Water Cooler \$55.00

Prices listed are for a three (3) day rental. Additional rental of \$25.00 per day for each additional day.

Requires 110 volt, 15 amp electrical service.

Water Jugs (5 gallon) \$44.00

Ice (40 pound bag) \$26.00

Daily Beverage Refresh \$25.00

Cups and ice for beverages already ordered in booth



## FROM THE BAKERY

Price per dozen; (3) dozen minimum required, per selection.

<b>Assorted Danish</b>	\$48.00
<b>Assorted Muffins</b>	\$45.00
<b>Assorted Croissants</b>	\$50.00
<b>Filled Croissants</b>	\$67.00
<b>Assorted Bagels and Cream Cheese</b>	\$49.00
<b>Freshly Baked Cookies</b>	\$36.00
<b>Freshly Baked Brownies</b>	\$44.00
<b>Rice Krispies® Treats</b>	\$34.00
 <b>Orleans Pecan Pralines</b>	\$56.00
<b>Mini King Cakes</b>	\$78.00
<b>Fresh Beignets*</b> Dusted with powdered sugar	\$42.00

## SHEET CAKES

Choice of fruit or cream filling. Includes disposable cake knife, plates, forks and napkins.

<b>Half Sheet Cake**</b> (40 slices)	\$175.00
<b>Full Sheet Cake**</b> (80 slices)	\$350.00

\* A Booth Attendant is required.  
\$200 for up to five (5) consecutive hours of service. Additional hours \$40.00 per hour.

\*\* Custom artwork available upon request.  
Please speak to your catering sales manager.






**FROM THE PANTRY**

**Boiled Shrimp with Traditional Cocktail Sauce** (2 dozen) \$125.00

**Imported & Domestic Cheese Display with Crackers** (serves 20) \$160.00

 **Seasonal Vegetable Crudité with Ranch** (serves 20) \$160.00

 **Sliced Fresh Fruit with Yogurt Dipping Sauce** (serves 20) \$140.00

 **Whole Fresh Fruit** (serves 20) \$70.00

 **Potato Chips and Creole Onion Dip** (serves 20) \$90.00

 **Tortilla Chips with Guacamole and Salsa Rosa** (serves 20) \$150.00

 **Mixed Nuts** (2 pounds) \$69.00

**Traditional Snack Mix** (2 pounds) \$62.00

**Pretzel Twists** (2 pounds) \$33.00

**Granola Bars** (24 individual bars) \$80.00

**Assorted Individual Bags of Zapp's® Chips** \$3.25





## BOXED LUNCHES

Prices listed are per guest. 10 box lunch minimum required.

All Boxed Lunches are served with an individual bag of Zapp's® potato chips, fresh whole fruit, chocolate chip cookie, condiments and a bottled water.

### Mardi Gras \$24.00

Served on an artisan French roll with lettuce and tomato

Please select from the following:

- Hardwood smoked turkey and provolone cheese
- Cajun roast beef and cheddar cheese
- Smoked ham and Jack cheese
- Roasted North Shore vegetables and house-made hummus

### French Quarter Wraps \$25.00

Please select from the following:

- Smoked turkey with brie mousse, greens and satsuma chutney
- Cajun roast beef, greens, roasted red peppers and herbed Creole garlic cheese
- Roasted eggplant, squash, peppers, sun-dried tomatoes and greens



### Street Car Salads \$25.00

Please select from the following:

- Cajun chicken Caesar salad with spiced chicken breast, romaine hearts, tomato gems, croutons, Parmesan cheese and creamy Caesar dressing
- French Market chef salad with local mixed greens, smoked ham, hard boiled egg, goat cheese, olives, applewood bacon and red wine vinaigrette
- Farmer's Market vegetable salad with assorted greens, local vegetables, chickpeas, beans and sugarcane vinaigrette

### Crescent City Bento Box \$23.00

Please select from the following:

- Roasted red pepper hummus, pita chips, baby carrots and caprese salad
- Chicken salad, grapes, cheese and crackers
- Roasted root vegetable quinoa salad, cheese, mixed nuts and cherry tomatoes


## LUNCH BUFFET

Prices listed are per guest. Minimum of 10 guests, maximum of 50 guests.

### Gourmet Deli Buffet \$35.00

Assorted pre-made sandwiches: turkey, roast beef and grilled vegetables served with mustard and mayonnaise

*Choice of one of the following Salads:*

- Creamy coleslaw
-  · Roasted cauliflower and broccoli salad with carrot-chili vinaigrette
- Creole mustard potato salad

Assorted bags of Zapp's® chips, assorted whole fruit and assorted cookies



## LUNCH SALADS

Serves 15-20 guests



### Garden Salad \$120.00

Mixed field greens with tomatoes, cucumbers and carrots. Creamy ranch and Italian dressings  
French bread and butter

### Cajun Chicken Caesar Salad \$145.00

Crisp romaine lettuce, spiced chicken breast, tomato gems, croutons and Parmesan cheese  
Creamy Caesar dressing  
French bread and butter



## SANDWICH PLATTERS

Prices listed are per platter. Each platter serves 15-20 guests.

### Mini Muffaletta Sandwich Platter \$175.00

Salami, ham, provolone cheese and chopped olive salad

### Mini Vegetarian Muffaletta Sandwich Platter \$155.00

Roasted vegetables, provolone cheese and chopped olive salad

### Assorted Finger Sandwich Platter 50 pieces \$155.00


Smoked turkey, honey baked ham and Cajun roast beef

### Assorted Gourmet Finger Sandwiches 50 pieces \$175.00

Chicken salad, tuna salad and egg salad


## COLD HORS D'OEUVRE

Prices below are per dozen; (3) dozen minimum required.

 **Beef and Potato Canapes** \$63.00  
With asparagus and bleu cheese mousse

**Creolaise Chicken Tarts** \$54.00  
With local pecans

 **Seared Tuna on Crispy Potato Cakes** \$63.00  
With citrus crème

 **Sweet Pea Panna Cotta Shooters** \$66.00  
With Louisiana crab salad

 **Bayou Potatoes** \$60.00  
With satsuma creole cream and local caviar

 **Antipasto Brochettes** \$70.00  
Ciliegine mozzarella, roasted tomato and kalamata olive in basil marinade



**Caponata Tarts** \$57.00  
Olive tapenade

**Mini Lobster Rolls** \$70.00  
Tarragon cream

**Cauliflower Tart** \$52.00  
Carrot, chili and creole cream



## HOT HORS D'OEUVRE

Prices below are per dozen; (3) dozen minimum required.

A Booth Attendant is required. \$200 for up to five (5) consecutive hours of service. Additional hours \$40.00 per hour.



### Hibachi Beef Skewers

Green onion and teriyaki glaze

\$63.00

### Pecan Encrusted Chicken Tenders

Blackberry and mayhaw chutney

\$51.00

### Mac n' Cheese Bites

Three cheese baked macaroni

\$45.00



### Chicken Tandoori Skewers

Greek yogurt herb dip

\$51.00

### Louisiana Crab Cakes

Meyer lemon rémoulade sauce

\$75.00

### Tempura Encrusted Shrimp

Pineapple ginger salsa

\$66.00

### Southwest Spring Rolls

Tabasco aioli

\$51.00

### Chili and White Corn Hush Puppies

Bourbon peach chutney

\$45.00

### Raspberry and Brie Bites

Raspberry and brie cheese wrapped in puff pastry

\$54.00





## RECEPTION STATIONS

Serves 15-20 guests.

### Marketplace Bruschetta Station \$240.00

Extra virgin olive oil and a variety of toasted crackers and pita chips

*Specialty toppings to include:*

- Spicy hummus
- Baba ganoush
- Black olive tapenade
- Fresh tomato, basil and garlic

Client to supply: 4x6 workspace · minimum of 1 – 6 ft table · trash removal · clean up

### Charcuterie Board with

### Grilled Marinated Vegetables \$240.00

Roasted zucchini, squash, eggplant and peppers drizzled with extra virgin olive oil and served with house-made pickles

Salami and mortadella

Toasted flat breads and gourmet crackers

Client to supply: 4x6 workspace · minimum of 1 – 6 ft table · trash removal · clean up

### Decatur Street Bakery \$360.00

A gourmet selection of miniature French pastries, petit fours, mini tartelettes and chocolate truffles

Client to supply: 4x6 workspace · minimum of 1 – 6 ft table  
· trash removal · clean up



**RECEPTION STATIONS** continued

Serves 15-20 guests.

**Build Your Own Trail Mix\* \$600.00**

Penny candy jars filled with sweet and savory treats

Maximum selection of five types of candy – five pounds each

Includes jars, scoops and candy bags

Choose from: Mixed nuts, M&M's®, dried fruit, raisins, banana chips, yogurt pretzels, granola or snack mix.

**Olde Time Candy Shoppe \$600.00**

Penny candy jars filled with your choice of sweet treats

Maximum selection of five types of candy – five pounds each

Includes jars, scoops and candy bags

Choose from: Gummi Bears®, Swedish Fish®, assorted Tootsie Rolls®, licorice Red Bites®, assorted Jolly Ranchers®, plain M&M's®, Maltball Mania® or Chewy Spree®

**Infused Hydration Station \$550.00**

Three decorative dispensers filled with your choice of refreshing beverage

- Infused spa water
- Infused iced tea
- Infused lemonade

Consult your catering sales manager for flavors of infused beverages. Includes disposable cups, napkins, stirrers and sweeteners.

Approximately (50) 7 oz servings per container.

## SPECIALTY CARTS

### Ice Cream Cart \$650.00

(1) Standard cart includes: (100) assorted ice cream novelties  
Additional ice cream novelties available at \$6.00 each

### New Orleans Ice Cream Co. Cart \$750.00

(1) Cart includes: (2) 2.5 gallon New Orleans ice creams

Caramel Cream, Chocolate City, Coffee Chicory, Praline Crunch and Ponchatoula Strawberry  
Additional gallons available at \$250.00 each  
Add crushed Oreos, nuts, cherries and whipped cream at \$160.00



### Popcorn Cart\* \$825.00

(1) Popcorn machine includes popcorn and (325) popcorn bags and napkins  
Additional popcorn available at \$475.00 per case

### Smoothie Station\* \$750.00

Choice of (2) flavors – strawberry, wild berry or mango  
Includes (150) 7 oz. Fruit smoothies  
Additional smoothies available at \$4.50 each



A one-time set-up fee of \$100.00 will apply to each of the stations.

\*A Booth Attendant is required. \$200 for up to five (5) consecutive hours of service. Additional hours \$40.00 per hour.

A (2)-hour set-up time is required.

Client to supply: electrical · 4x4 work space · trash removal · clean up





**SPECIALTY CARTS** continued

A one-time set-up fee of \$100.00 will apply to each of the following stations.

**Freshly Baked Gourmet Chocolate  
Chip Cookie Station\*** \$750.00

Featuring Otis Spunkmeyer premium gourmet chocolate chip cookies. Includes: (264) chocolate chip cookies, oven, napkins and appropriate supplies

Additional cookies available at \$480.00 per case of 240



**Gourmet Soft Pretzel Station\*** \$800.00

Includes: (180) freshly baked gourmet soft pretzels

Served with yellow mustard, napkins and appropriate supplies

Additional pretzels available at \$200.00 per case of 45

\*A Booth Attendant is required. \$200 for up to five (5) consecutive hours of service. Additional hours \$40.00 per hour.

Client to supply: electrical · 4x4 work space

· trash removal · clean up



## BEVERAGE STATIONS

### Frappe Station \$2050.00

Includes: your choice of (1) flavor – signature bananas foster, caramel or coffee

1-6 hours of attendant service

400 – 7 oz drinks

Additional Flavor Enhancement \$200.00

Additional attendant hours \$150.00. One time set up fee \$275.00

Additional cups (ordered in advance/100 increments) \$275.00

Additional cups (ordered on site/100 increments) \$325.00

Client to provide: 4'-6' hospitality counter or rented 4'-6' draped counter. Client is responsible for pre-arranging the correct electrical power supply – please request this from your catering sales manager. Client is responsible for trash removal and clean up.

### Frozen Hurricanes (Non-Alcoholic) \$2050.00

Includes: frozen Pat O'Brien's hurricanes

1-6 hours of attendant service

400 – 7 oz drinks

Additional attendant hours \$150.00. One time set up fee \$275.00

Additional cups (ordered in advance/100 increments) \$275.00

Additional cups (ordered on site/100 increments) \$325.00

Client to provide: 4'-6' hospitality counter or rented 4'-6' draped counter. Client is responsible for pre-arranging the correct electrical power supply – please request this from your catering sales manager. Client is responsible for trash removal and clean up.



### Cappuccino Station \$2050.00

Includes: espresso, Americano, cappuccino, latte, macchiato and traditional condiments

1-6 hours of barista service

400 – 6 oz drinks

Two day minimum

### Orleans Cappuccino Enhancement \$225.00

Includes: bananas foster, mochas and hot chocolate

Additional barista hours \$150.00. One time set up fee \$275.00

Additional cups (ordered in advance/100 increments) \$275.00

Client to provide: 6' hospitality counter or rented 6' draped counter. Client is responsible for pre-arranging the correct electrical power supply – please request this from your catering sales manager. Client is responsible for trash removal and clean up.



## BOOTH CATERING INFORMATION

All alcohol sales and consumption in the New Orleans Convention Center are regulated by the Louisiana Alcoholic Beverage Control, and Morial Convention Center New Orleans Food and Beverage (MCCNOFB) is responsible for the administration of these regulations.

No alcoholic beverages are allowed to be served by anyone other than a MCCNOFB Department Bartender.

MCCNOFB prohibits exhibitors and event participants from removing alcohol from the New Orleans Convention Center.

Alcoholic products will be delivered to your booth at the scheduled time of your service and removed from your booth at the conclusion of your event by the attending MCCNOFB bartender.

No product can be transferred for use the following day(s).

**Domestic Beer** (case) \$128.00  
Budweiser, Bud Light,  
Miller Lite or Coors Lite

**Imported/Microbrew Beer** (case) \$150.00  
Heineken, Corona or  
Abita Amber (local)

**Draft Beer\* · Domestic** (keg) \$500.00

**Draft Beer\* · Imported** (keg) \$650.00

**Draft Beer\* · Micro Brew** (keg) \$650.00

**House Wine** (bottle) \$32.00  
Chardonnay, cabernet  
sauvignon and merlot

**Wycliff Brut** (bottle) \$32.00

**Martinelli's Sparkling  
Apple Cider** (bottle) \$20.00

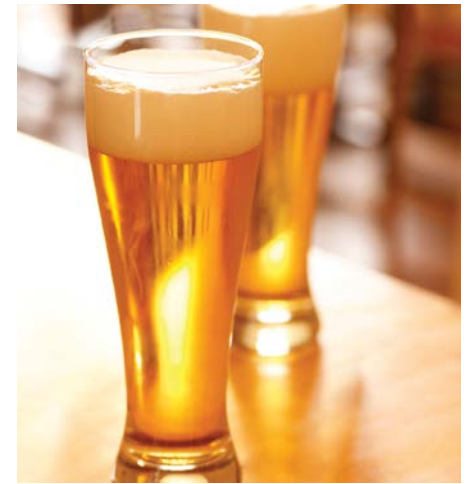
\*Draft Beer Service will require additional equipment rental. Please contact your booth catering manager for options.



\*A bartender is required to distribute all alcoholic beverages. \$200 for up to five (5) consecutive hours of service. Additional hours \$40.00 per hour, plus a one time set up fee of \$100.00.

Client to supply: 4x4 work space  
· trash removal · clean up

Special order wines, beers and champagnes are sold by the case only and are not based on consumption.



## SPECIALTY BARS

### South of the Border Margarita Station\*

\$770.00

Includes: (100) margaritas on the rocks

- Additional margaritas available at \$6.75++ each

Minimum guarantee of \$770.00 per day will apply.

### Signature Hurricane Station\*

\$825.00

Includes: (100) hurricanes on the rocks

- Additional hurricanes available at \$7.50++ each

Minimum guarantee of \$825.00 per day will apply.



### Frozen Daiquiri Station\*

\$850.00

Includes: (100) frozen daiquiris  
Choose up to two flavors:  
strawberry, hurricane,  
margarita or piña colada

- Additional daiquiris available at \$7.75++ each

Minimum guarantee of \$850.00 per day will apply.

### Cajun Mary Station\*

\$775.00

Includes: (100) Cajun Mary's

- Additional Cajun Mary's available at \$7.00++ each

Minimum guarantee of \$775.00 per day will apply.



### Hosted Bar\*

\$1,200.00

On consumption

- House cocktails
- House wines by the glass
- Bottled domestic beers
- Bottled imported beers and microbrew beers
- Bottled waters
- Assorted sodas

Minimum guarantee of \$1,200.00 per day will apply.

\*A bartender is required to mix and distribute the beverages.

\$200 for up to five (5) consecutive hours of service.

Additional hours \$40.00 per hour.

One time set up fee of \$100.00.

Client to supply: 8x8 work space  
· trash removal · clean up

## POLICIES AND SERVICES

- All food and beverage items in the exhibit halls must be purchased through the food and beverage department. This includes bottled water.
- Exhibitor catering does not supply tables or electrical for your booth. Please order this equipment through your service contractor.
- All food and beverage orders require full payment in advance. We accept American Express, Discover, Mastercard, Visa or company check. Please make checks payable to Centerplate.
- MCCNOFB requires payment by credit card for all advance and on-site orders.
- Disposable service ware is used on all food and beverage functions on the exhibit floor.
- MCCNOFB requires that a New Orleans Convention Center bartender dispense all alcoholic beverages.
- In order to best serve your catering needs, we require five (5) business days notice for ordering or an additional 25% service charge will apply to a limited on-site menu.
- Menu items and prices are subject to change without notice.

### Cancellation Policy

Full charges will be applied to cancellation of any menu items received within (72) hours, (3 business days), prior to delivery.

### Staffing

Booth Attendant*	\$40.00 per hour	Bartender*	\$40.00 per hour
Chef*	\$75.00 per hour	Delivery Fee	\$25.00 per trip

\*Minimum of (5) hours

A 21% service charge and current sales tax will be added to all food, beverage and labor fees. Menu items and prices may be subject to change without notice.

A \$25.00 delivery fee will be applied to all above orders. Exhibitor booth catering does not supply tables for your booth. You must order these through your service contractor.

### Service Charges and Tax

A 21% "house" or "administrative" charge will apply to all food, beverage, labor and fees (including corkage). 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.

The "house" or "administrative" charge of 21% is added to your bill for the catered event/function (or comparable service) which is used to defray the cost of set up, break down, service and other house expenses. No portion of this charge is distributed to the employees providing the service. You are free, but not obligated to add or give a gratuity directly to your servers.

If the customer is an entity claiming exemption from taxation in the state where the facility is located, the customer must deliver to MCCNOFB 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.



## 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.





# FREEMAN

1000 Elmwood Park Blvd  
 New Orleans, LA 70123  
 (504) 731-6137 Fax: (469) 621-5612

**DISCOUNT PRICE  
 DEADLINE DATE  
 MAY 21, 2019**

**INCLUDE THIS FORM  
 WITH YOUR ORDER  
 PLEASE USE BLACK INK**

NAME OF SHOW: **MJBizConNEXT / June 12 - 14, 2019**

---

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

---

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

---

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

---

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

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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 (468533) 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: \_\_\_\_\_

---

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	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**

# FREEMAN

1000 Elmwood Park Blvd  
New Orleans, LA 70123  
(504) 731-6137 Fax: (469) 621-5612

MJBizConNEXT / June 12 - 14, 2019

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

**FOR ACCURACY PURPOSES, COPIES OF ALL INVOICES WILL BE SENT TO THE EXHIBITOR OF RECORD AT THE CONCLUSION OF THE SHOW.**

## 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:

01/17 (468533)

third party authorization  
FREEMAN

# 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 identified by the terms (by way of example only and not in limitation of the breadth of this clause) such as the following: consequential damages, loss of use damages, loss of profits damages, business interruption damages, delay damages, special damages, collateral damages, exemplary damages, damages awarded for gross negligence, direct damages, indirect damages, or damages for failure of performance, breach of contract damages, fraud damages, or any other sort of damage for tort or breach of contract. This limitation shall bind the parties: **(a) WHENEVER OR WHEREVER THE CLAIMED LOSS OR DAMAGE MAY OCCUR; (b) EVEN THOUGH THE ALLEGED LOSS OR DAMAGE IS CLAIMED TO RESULT FROM NEGLIGENCE, STRICT LIABILITY, PRODUCTS LIABILITY, BREACH OF CONTRACT, BREACH OF STATUTE OR REGULATION, OR ANY OTHER LEGAL THEORY OR CAUSE, AND; (c) EVEN THOUGH FREEMAN MAY HAVE BEEN ADVISED OR BE ON NOTICE OF THE POSSIBILITY OR EVEN THE PROBABILITY OF SUCH DAMAGES.**

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

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

(b) Shipper understands and acknowledges that Freeman does not accept or transport illegal or hazardous materials of any kind or nature. Shipper warrants and will ensure that its property is inert, and contains no Hazardous Substances, Hazardous Materials, Chemicals, 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 specified in the notice. Shipper shall deliver notice of claim for loss or damage by hand, U.S. mail, courier, facsimile, or electronic means to 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 final 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.



# FURNISH FORWARD

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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

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**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**

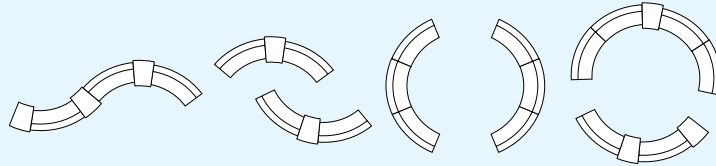
69"L 29"D 33"H

**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

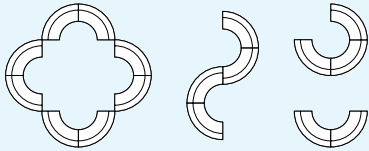


## BARS & BARSTOOLS

**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

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

#### COUNTERS

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

#### TABLES\*

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

#### COUNTERS\*

30"D / 42"H	3'L	4'L	6'L	8'L
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

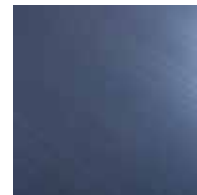
30" Round 45"H



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

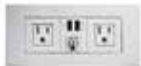


Power Panel Detail

**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.



POWERED

\*Electrical power must be ordered separately

## 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

28"L 28"D 40.5"H

Computer not included.



## DISPLAY COUNTER **ESSENTIALS**

black **72056**

24"W 49"L 42"H

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

# FREEMAN

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

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

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Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
<b>SEATING</b>						
<b>Naples Group - Black Vinyl</b>						
	810119*	Chair.....	514.85	566.35	720.80	_____
	830120*	Loveseat.....	692.00	761.20	968.80	_____
	830119*	Sofa.....	766.25	842.90	1,072.75	_____
<b>Munich Group - Gray Fabric</b>						
	810150*	Corner Chair.....	580.85	638.95	813.20	_____
	810151*	Armless Chair.....	508.80	559.70	712.30	_____
	830200*	Armless Loveseat.....	633.25	696.60	886.55	_____
	830201*	Sectional - 3 Piece.....	1,939.05	2,132.95	2,714.65	_____
<b>Baja Group - White Vinyl</b>						
	81050*	Chair.....	545.90	600.50	764.25	_____
	83020*	Loveseat.....	600.50	660.55	840.70	_____
<b>South Beach Group - Platinum Suede</b>						
	8301*	Sofa.....	686.50	755.15	961.10	_____
	8151*	Ottoman.....	289.40	318.35	405.15	_____
<b>Key Largo Group - Black Fabric</b>						
	830950*	Loveseat.....	531.60	584.75	744.25	_____
	830951*	Sofa.....	588.25	647.10	823.55	_____
	810950*	Chair.....	419.10	461.00	586.75	_____
<b>Allegro Group - Blue Fabric</b>						
	81019*	Chair.....	542.30	596.55	759.20	_____
	83015*	Sofa.....	865.65	952.20	1,211.90	_____
<b>Fairfax Group - White Vinyl</b>						
	810949*	Chair.....	353.50	388.85	494.90	_____
	830949*	Sofa.....	564.15	620.55	789.80	_____
<b>Hopi Group - Gray Linen</b>						
	810140*	Chair.....	224.95	247.45	314.95	_____
	830150*	Loveseat.....	287.90	316.70	403.05	_____
<b>Tangiers Group - Beige Fabric</b>						
	810118*	Chair.....	457.35	503.10	640.30	_____
	830220*	Loveseat.....	716.25	787.90	1,002.75	_____
	830118*	Sofa.....	639.35	703.30	895.10	_____
<b>CASUAL SEATING</b>						
<b>Ottomans</b>						
	815122*	Endless Square - White Vinyl.....	330.45	363.50	462.65	_____
	815123*	Endless Square - Black Vinyl.....	330.45	363.50	462.65	_____
	815953*	Endless Curve - White Vinyl.....	436.60	480.25	611.25	_____
	815952*	Endless Curve - Black Vinyl.....	436.60	480.25	611.25	_____
	815119*	Half-Bench - White Vinyl.....	357.65	393.40	500.70	_____
	81518*	Vibe Cube - Blue Vinyl.....	154.30	169.75	216.00	_____
	81519*	Vibe Cube - Red Vinyl.....	154.30	169.75	216.00	_____

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

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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.....	154.30	169.75	216.00	_____
_____	81520*	Vibe Cube - Pink Vinyl.....	154.30	169.75	216.00	_____
_____	81517*	Vibe Cube - Yellow Vinyl.....	154.30	169.75	216.00	_____
_____	81530*	Vibe Cube - Black Vinyl.....	125.95	138.55	176.35	_____
_____	81531*	Vibe Cube - White Vinyl.....	125.95	138.55	176.35	_____
_____	81532*	Vibe Cube - Steel Blue Vinyl.....	154.30	169.75	216.00	_____
_____	81533*	Vibe Cube - Silver Vinyl.....	154.30	169.75	216.00	_____
_____	81534*	Vibe Cube - Purple Vinyl.....	154.30	169.75	216.00	_____
_____	815151*	Marche Swivel - Gray Fabric.....	222.65	244.90	311.70	_____
_____	815154*	Marche Swivel - Red Fabric.....	222.65	244.90	311.70	_____
_____	815159*	Marche Swivel - Blue Fabric.....	222.65	244.90	311.70	_____
_____	815152*	Marche Swivel - Linen Fabric.....	222.65	244.90	311.70	_____
_____	815157*	Marche Swivel - Meadow Green Fabric.....	222.65	244.90	311.70	_____
_____	815158*	Marche Swivel - Pear Yellow Fabric.....	222.65	244.90	311.70	_____
_____	815156*	Marche Swivel - Plum Fabric.....	222.65	244.90	311.70	_____
_____	815153*	Marche Swivel - Raspberry Fabric.....	222.65	244.90	311.70	_____
_____	815155*	Marche Swivel - Rose Quartz Fabric.....	222.65	244.90	311.70	_____
_____	815150*	Marche Swivel - White Vinyl.....	222.65	244.90	311.70	_____
_____	81526*	Edge LED Cube - High Density Plastic.....	206.45	227.10	289.05	_____
<b>Banquettes</b>						
_____	8506*	Center Cone w/Electrical Charging Outlet.....	602.75	663.05	843.85	_____
_____	8507*	Quarter Curve Ottoman.....	398.10	437.90	557.35	_____
<b>Beverly Bench Ottomans</b>						
_____	81550*	Black Vinyl.....	432.35	475.60	605.30	_____
_____	81551*	Brown Fabric.....	432.35	475.60	605.30	_____
_____	81552*	Gray Fabric.....	432.35	475.60	605.30	_____
_____	81553*	Linen Fabric.....	432.35	475.60	605.30	_____
_____	81554*	Ocean Blue Fabric.....	432.35	475.60	605.30	_____
_____	81555*	Red Fabric.....	432.35	475.60	605.30	_____
_____	81556*	White Vinyl.....	432.35	475.60	605.30	_____
<b>Occasional Chairs</b>						
_____	71089	Black Diamond Side Chair.....	132.80	146.10	185.90	_____
_____	71090	Black Diamond Arm Chair.....	157.90	173.70	221.05	_____
_____	810861*	Laguna Chair - Maple/Chrome.....	133.20	146.50	186.50	_____
_____	210108	Limerick® Chair by Herman Miller.....	79.25	87.20	110.95	_____
_____	8102*	Madrid Chair - Black Vinyl/Chrome.....	858.25	944.10	1,201.55	_____
_____	810816*	Madrid Chair - White Vinyl/Chrome.....	858.25	944.10	1,201.55	_____
_____	810948*	Meeting Chair - White Vinyl.....	291.10	320.20	407.55	_____
_____	810835*	Meeting Chair - Espresso Vinyl.....	207.80	228.60	290.90	_____
_____	810836*	Meeting Chair - Taupe Microfiber.....	272.75	300.05	381.85	_____
_____	8103*	Key West Tub Chair - Black Fabric.....	413.60	454.95	579.05	_____
_____	810843*	Madden Chair - Light Gray Vinyl.....	474.15	521.55	663.80	_____

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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.....	98.95	108.85	138.55	
	810130*	Malba Chair - Green Molded Plastic.....	98.95	108.85	138.55	
	810846*	Christopher Chair - White Vinyl/Chrome.....	129.25	142.20	180.95	
	810851*	Zenith Chair - White/Chrome.....	155.20	170.70	217.30	
	810841*	Rustique Chair - Gunmetal.....	129.25	142.20	180.95	
	810837*	Razor Armless Chair - White High Density Plastic....	55.90	61.50	78.25	
	810875*	Swanson Swivel Chair - White Vinyl.....	280.15	308.15	392.20	
	810811*	Berlin Stack Chair - White & Red Plastic/Chrome....	112.15	123.35	157.00	
	810810*	Berlin Stack Chair - White & Black Plastic/Chrome...	112.15	123.35	157.00	
	810847*	Wendy Chair - Clear Acrylic.....	126.95	139.65	177.75	
<b>Conference Chairs</b>						
	71046	Gray Gaslift Chair With Arms.....	241.50	265.65	338.10	
	71045	Gray Gaslift Chair Without Arms.....	207.05	227.75	289.85	
	810874*	La Brea Swivel Chair - Charcoal Gray Fabric.....	330.45	363.50	462.65	
	81063*	Altura Conference/Guest Chair - Black Fabric/Black Steel.....	331.75	364.95	464.45	
	810844*	Pro Executive High Back Chair - White Vinyl.....	288.50	317.35	403.90	
	810946*	Pro Executive High Back Chair - Black Vinyl.....	288.50	317.35	403.90	
	810945*	Pro Executive Mid Back Chair - White Vinyl.....	346.35	381.00	484.90	
	810944*	Pro Executive Mid Back Chair - Black Vinyl.....	346.35	381.00	484.90	
	810947*	Pro Executive Guest Chair - Black Vinyl.....	376.60	414.25	527.25	
<b>Bars &amp; Barstools</b>						
	8501*	Martini Bar.....	1,448.40	1,593.25	2,027.75	
	71088	Black Diamond Stool.....	198.45	218.30	277.85	
	71048	Gray Gaslift Stool with Arms.....	310.55	341.60	434.75	
	71047	Gray Gaslift Stool without Arms.....	279.45	307.40	391.25	
	810860*	Laguna Barstool - Maple/Chrome.....	168.10	184.90	235.35	
	210109	Limerick® Stool by Herman Miller.....	131.40	144.55	183.95	
	810872*	Lift Barstool - Gray Vinyl/Chrome.....	169.95	186.95	237.95	
	810873*	Lift Barstool - Red Vinyl/Chrome.....	169.95	186.95	237.95	
	810871*	Lift Barstool - Black Vinyl/Chrome.....	169.95	186.95	237.95	
	810870*	Lift Barstool - White Vinyl/Chrome.....	169.95	186.95	237.95	
	810951*	Apex Barstool - Black Vinyl.....	210.50	231.55	294.70	
	810952*	Apex Barstool - Blue Ultra Suede.....	210.50	231.55	294.70	
	810953*	Apex Barstool - Red Vinyl.....	210.50	231.55	294.70	
	810954*	Apex Barstool - White Vinyl.....	210.50	231.55	294.70	
	810103*	Banana Barstool - White Vinyl/Chrome.....	196.95	216.65	275.75	
	810104*	Banana Barstool - Black Vinyl/Chrome.....	196.95	216.65	275.75	
	810850*	Zenith Barstool - White/Chrome.....	155.20	170.70	217.30	
	810840*	Zoey Barstool - White Vinyl/Chrome.....	318.50	350.35	445.90	
	810834*	Zoey Barstool - Black Vinyl/Chrome.....	318.50	350.35	445.90	
	810848*	Christopher Barstool - White.....	216.10	237.70	302.55	
	810202*	Shark Swivel Barstool - White Plastic/Chrome.....	363.25	399.60	508.55	
	810839*	Rustique Barstool - Gunmetal.....	129.25	142.20	180.95	
	810200*	Oslo Barstool - Blue Plastic/Chrome.....	248.50	273.35	347.90	
	810201*	Oslo Barstool - White Plastic/Chrome.....	248.50	273.35	347.90	

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Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
<b>Draped Tables &amp; Counters</b>						
<b>Draped Tables - Tables are 30" wide</b>						
<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						
_____	130330	Draped Table 3'L x 30"H.....	127.20	139.90	178.10	_____
_____	130430	Draped Table 4'L x 30"H.....	144.60	159.05	202.45	_____
_____	130630	Draped Table 6'L x 30"H.....	209.30	230.25	293.00	_____
_____	130830	Draped Table 8'L x 30"H.....	222.25	244.50	311.15	_____
_____	12404630	4th Side Drape 6'L x 30"H.....	43.10	47.40	60.35	_____
_____	12404830	4th Side Drape 8'L x 30"H.....	43.10	47.40	60.35	_____
_____	130342	Draped Counter 3'L x 42"H.....	169.35	186.30	237.10	_____
_____	130442	Draped Counter 4'L x 42"H.....	209.60	230.55	293.45	_____
_____	130642	Draped Counter 6'L x 42"H.....	211.75	232.95	296.45	_____
_____	130842	Draped Counter 8'L x 42"H.....	245.55	270.10	343.75	_____
_____	12404642	4th Side Drape 6'L x 42"H.....	43.10	47.40	60.35	_____
_____	12404842	4th Side Drape 8'L x 42"H.....	43.10	47.40	60.35	_____
<b>Undraped Tables &amp; Counters</b>						
_____	131330	Undraped Table 3'L x 30"H.....	59.20	65.10	82.90	_____
_____	131430	Undraped Table 4'L x 30"H.....	66.45	73.10	93.05	_____
_____	131630	Undraped Table 6'L x 30"H.....	76.20	83.80	106.70	_____
_____	131830	Undraped Table 8'L x 30"H.....	84.70	93.15	118.60	_____
_____	131342	Undraped Counter 3'L x 42"H.....	84.70	93.15	118.60	_____
_____	131442	Undraped Counter 4'L x 42"H.....	101.65	111.80	142.30	_____
_____	131642	Undraped Counter 6'L x 42"H.....	118.55	130.40	165.95	_____
_____	131842	Undraped Counter 8'L x 42"H.....	135.40	148.95	189.55	_____
<b>Table Top Risers - Risers are 8" wide</b>						
_____	1504100	Black 4'L x 7"H Corrugated Riser.....	34.20	37.60	47.90	_____
_____	1504101	White 4'L x 7"H Corrugated Riser.....	34.20	37.60	47.90	_____
_____	1506100	Black 6'L x 7"H Corrugated Riser.....	40.00	44.00	56.00	_____
_____	1506101	White 6'L x 7"H Corrugated Riser.....	40.00	44.00	56.00	_____
_____	1508100	Black 8'L x 7"H Corrugated Riser.....	46.20	50.80	64.70	_____
_____	1508101	White 8'L x 7"H Corrugated Riser.....	46.20	50.80	64.70	_____
_____	1504200	Black 4'L x 14"H Corrugated Riser.....	52.35	57.60	73.30	_____
_____	1504201	White 4'L x 14"H Corrugated Riser.....	52.35	57.60	73.30	_____
_____	1506200	Black 6'L x 14"H Corrugated Riser.....	64.00	70.40	89.60	_____
_____	1506201	White 6'L x 14"H Corrugated Riser.....	64.00	70.40	89.60	_____
_____	1508200	Black 8'L x 14"H Corrugated Riser.....	75.75	83.35	106.05	_____
_____	1508201	White 8'L x 14"H Corrugated Riser.....	75.75	83.35	106.05	_____
<b>Pedestal Tables - Soho Series</b>						
_____	72069	Black Top Cafe Table - 30"H x 24"W.....	226.80	249.50	317.50	_____
_____	72067	Black Top Cafe Table - 30"H x 36"W.....	226.80	249.50	317.50	_____
_____	72066	Black Top Mini Table - 18"H x 18"W.....	138.00	151.80	193.20	_____
_____	72070	Black Top Bistro Table - 42"H x 24"W.....	226.80	249.50	317.50	_____
_____	72068	Black Top Bistro Table - 42"H x 36"W.....	226.80	249.50	317.50	_____
<b>Pedestal Tables - Chelsea Series</b>						
_____	72063	Butcher Block Top Cafe Table - 30"H x 30"W.....	215.55	237.10	301.75	_____
_____	72064	Butcher Block Top Cafe Table - 30"H x 36"W.....	215.55	237.10	301.75	_____

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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.....	215.55	237.10	301.75	
	720164	Butcher Block Top Bistro Table - 42"H x 36"W.....	215.55	237.10	301.75	
<b>Pedestal Tables</b>						
	8201208*	Hydraulic Base Cafe Table - Maple.....	349.40	384.35	489.15	
	8201207*	Hydraulic Base Bar Table - Maple.....	349.40	384.35	489.15	
	8201203**	Standard Base Cafe Table - Blue Steel.....	240.60	264.65	336.85	
	8201204**	Standard Base Bar Table - Blue Steel.....	287.90	316.70	403.05	
	8201209*	Hydraulic Base Cafe Table - Graphite.....	384.30	422.75	538.00	
	8201211*	Hydraulic Base Bar Table - Graphite.....	384.30	422.75	538.00	
	8201206*	Hydraulic Base Cafe Table - Maple.....	382.15	420.35	535.00	
	8201205*	Hydraulic Base Bar Table - Maple.....	382.15	420.35	535.00	
	820126*	Hydraulic Base Cafe Table - White Laminate.....	399.60	439.55	559.45	
	820125*	Hydraulic Base Bar Table - White Laminate.....	399.60	439.55	559.45	
	820241*	Madison Hydraulic Base Cafe Table - Gray Acajou.	308.10	338.90	431.35	
	820240*	Madison Hydraulic Base Bar Table - Gray Acajou...	308.10	338.90	431.35	
	820265*	Madison Cafe Table - Gray Acajou.....	251.10	276.20	351.55	
	820264*	Madison Bar Table - Gray Acajou.....	251.10	276.20	351.55	
	8201220*	30" Cafe Table Black Base - White Laminate.....	251.10	276.20	351.55	
	8201221*	30" Bar Table Black Base - White Laminate.....	268.60	295.45	376.05	
	8201222*	30" Bar Table Chrome Base - White Laminate.....	386.50	425.15	541.10	
	8201223*	30" Cafe Table Chrome Base - White Laminate.....	386.50	425.15	541.10	
	820920*	30" Bar Table Chrome Hydraulic Base - Red.....	299.15	329.05	418.80	
	820921*	30" Cafe Table Chrome Hydraulic Base - Red.....	299.15	329.05	418.80	
	820922*	30" Bar Table Chrome Hydraulic Base - Gray.....	299.15	329.05	418.80	
	820923*	30" Cafe Table Chrome Hydraulic Base - Gray.....	299.15	329.05	418.80	
	820924*	30" Bar Table Chrome Hydraulic Base - Silver.....	364.65	401.10	510.50	
	820925*	30" Cafe Table Chrome Hydraulic Base - Silver.....	364.65	401.10	510.50	
<b>Occasional, End &amp; Cocktail Tables</b>						
	82015*	Silverado End Table - Tempered Glass/Painted Steel.....	265.15	291.65	371.20	
	82014*	Silverado Cocktail Table - Tempered Glass/Painted Steel.....	281.75	309.95	394.45	
	820252*	Alondra End Table - Glass/Chrome.....	224.95	247.45	314.95	
	820250*	Alondra Cocktail Table - Glass/Chrome.....	312.65	343.90	437.70	
	820253*	Alondra End Table - Wood/Chrome.....	224.95	247.45	314.95	
	820251*	Alondra Cocktail Table - Wood/Chrome.....	312.65	343.90	437.70	
	8201224*	Atomic 36" Round Table - Glass/Chrome.....	342.80	377.10	479.90	
	8201225*	Atomic 42" Round Table - Glass/Chrome.....	342.80	377.10	479.90	
	82028*	Geo End Table - Wood/Black Steel.....	265.40	291.95	371.55	
	82027*	Geo Cocktail Table - Wood/Black Steel.....	272.15	299.35	381.00	
	82035*	Geo End Table - Glass/Chrome.....	239.45	263.40	335.25	
	82034*	Geo Cocktail Table - Glass/Chrome.....	265.15	291.65	371.20	
	82054*	Sydney End Table - Black Laminate/Brushed Steel..	247.00	271.70	345.80	
	82055*	Sydney End Table - White Laminate/Brushed Steel..	247.00	271.70	345.80	
	82052*	Sydney Cocktail Table - Black Laminate/Brushed Steel.....	298.50	328.35	417.90	
	82053*	Sydney Cocktail Table - White Laminate/Brushed Steel.....	298.50	328.35	417.90	

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<b>Occasional, End &amp; Cocktail Tables (continued)</b>						
_____	82075*	Regis End Table - Brushed Metal.....	245.15	269.65	343.20	_____
_____	82074*	Regis Bench Table - Brushed Metal.....	346.55	381.20	485.15	_____
_____	820844*	Aura Round Table - White Metal.....	136.45	150.10	191.05	_____
_____	82057*	Edge LED Cube Table-White Plastic/Clear Acrylic....	206.45	227.10	289.05	_____
_____	82043*	Geo Square-Round Table - Glass/Black Steel.....	322.75	355.05	451.85	_____
_____	82044*	Geo Square-Round Table - Glass/Chrome.....	322.75	355.05	451.85	_____
_____	82088*	Oliver End Table - Walnut Finish.....	240.95	265.05	337.35	_____
_____	82087*	Oliver Table - Walnut Finish.....	271.35	298.50	379.90	_____
_____	8201226*	Rustique Square Metal Bar Table - Gray.....	296.95	326.65	415.75	_____
<b>Conference Tables</b>						
_____	82041*	Geo Conference Table - Glass/Black Steel.....	446.95	491.65	625.75	_____
_____	82051*	Geo Conference Table - Glass/Chrome.....	446.95	491.65	625.75	_____
_____	820260*	Madison Conference Table - Gray Acajou.....	416.10	457.70	582.55	_____
_____	820708*	42" Round Conference Table - White Laminate.....	428.65	471.50	600.10	_____
_____	820203*	6' Oval Conference Table - Graphite Nebula.....	573.10	630.40	802.35	_____
_____	820261*	Madison 5' Conference Table - Gray Acajou.....	503.80	554.20	705.30	_____
_____	820262*	Madison 8' Conference Table - Gray Acajou.....	1,005.30	1,105.85	1,407.40	_____
_____	820263*	Madison 10' Conference Table - Gray Acajou.....	1,005.30	1,105.85	1,407.40	_____
_____	82058*	G30 Cafe Table - Maple w/ Grommets.....	N/A	N/A	N/A	_____
_____	82067*	G30 Cafe Table - Maple.....	514.00	565.40	719.60	_____
_____	82063*	G30 Cafe Table - White.....	514.00	565.40	719.60	_____
_____	820951*	Ventura Bar Table - Maple w/ Grommets.....	694.40	763.85	972.15	_____
_____	820952*	Ventura Communal Bar Table - Black.....	716.25	787.90	1,002.75	_____
_____	820953*	Ventura Bar Table - White w/ Grommets.....	694.40	763.85	972.15	_____
_____	820954*	Ventura Communal Bar Table - Maple.....	694.40	763.85	972.15	_____
_____	820956*	Ventura Communal Bar Table - White.....	694.40	763.85	972.15	_____
<b>Office</b>						
_____	84075*	Madison Desk - Gray Acajou.....	615.15	676.65	861.20	_____
_____	84077*	Madison Credenza - Gray Acajou.....	512.20	563.40	717.10	_____
_____	84078*	Madison Bookcase - Gray Acajou.....	437.35	481.10	612.30	_____
<b>Computer Desks/Tables</b>						
_____	820706*	Work Desk - White Laminate.....	368.75	405.65	516.25	_____
_____	820707*	Merlin Table - Gray Laminate.....	385.60	424.15	539.85	_____
<b>POWERED</b>						
<b>Powered Seating</b>						
_____	810120*	Naples Chair, Powered - Black Vinyl.....	695.55	765.10	973.75	_____
_____	830122*	Naples Loveseat, Powered - Black Vinyl.....	935.10	1,028.60	1,309.15	_____
_____	830121*	Naples Sofa, Powered - Black Vinyl.....	1,076.45	1,184.10	1,507.05	_____
_____	81021*	Roma Chair, Powered - White Vinyl.....	695.55	765.10	973.75	_____
_____	83017*	Roma Sofa, Powered - White Vinyl.....	1,076.45	1,184.10	1,507.05	_____
<b>Powered Tables</b>						
_____	820950*	Ventura Communal Bar Table, Powered - Black.....	886.55	975.20	1,241.15	_____
_____	820955*	Ventura Communal Bar Table, Powered - White.....	805.75	886.35	1,128.05	_____
_____	82071*	G30 Cafe Table, Powered - White.....	634.00	697.40	887.60	_____
_____	82069*	G30 Cafe Table w/ Grommets, Powered - White.....	495.65	545.20	693.90	_____

FREEMAN furnishings

Take advantage of the Online price  
by ordering at [www.freeman.com](http://www.freeman.com) before  
MAY 21, 2019

NAME OF SHOW: **MJBizConNEXT / June 12 - 14, 2019**

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

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

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

For Assistance, please call (504) 731-6137 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
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**POWERED**

**Powered Tables (continued)**

_____	84083*	Tech Desk w/ 3 Drawer File Cabinet, Powered - Black Metal.....	636.65	700.30	891.30	_____
_____	84084*	Tech Desk, Powered - Black Metal.....	558.35	614.20	781.70	_____
_____	82076*	Sydney Cocktail Table, Powered - Black.....	432.20	475.40	605.10	_____
_____	82073*	Sydney Cocktail Table, Powered - White.....	432.20	475.40	605.10	_____

**Powered Product Pedestals**

_____	85060*	Powered Locking Pedestal 36" H, Black.....	508.55	559.40	711.95	_____
_____	85061*	Powered Locking Pedestal 36" H, White.....	508.55	559.40	711.95	_____
_____	85062*	Powered Locking Pedestal 42" H, Black.....	606.65	667.30	849.30	_____
_____	85063*	Powered Locking Pedestal 42" H, White.....	606.65	667.30	849.30	_____

**DISPLAY & ACCESSORIES**

**Product Storage**

_____	84080*	3 Door File Cabinet on Castors - Black .....	194.35	213.80	272.10	_____
_____	74082	File Cabinet w/Lock - Two Drawer - Standard Size..	135.40	148.95	189.55	_____
_____	74081	File Cabinet w/Lock - Four Drawer - Standard Size..	169.35	186.30	237.10	_____
_____	85020*	Posh Shelving w/ Chrome Frame - White.....	539.35	593.30	755.10	_____

**Refrigerator**

_____	75057	Small Refrigerator.....	474.45	521.90	664.25	_____
_____	8503001*	Refrigerator - White.....	819.70	901.65	1,147.60	_____

**Lighting**

_____	850707*	Mason Table Lamp - White/Brushed Silver.....	161.40	177.55	225.95	_____
_____	850708*	Mason Floor Lamp - White/Brushed Silver.....	251.25	276.40	351.75	_____

**Display**

_____	75020	Display Cylinder - Black - Low.....	224.25	246.70	313.95	_____
_____	75021	Display Cylinder - Black - Medium.....	267.40	294.15	374.35	_____
_____	75022	Display Cylinder - Black - High.....	310.55	341.60	434.75	_____
_____	75030	Display Cube - Black - 12" Small.....	241.50	265.65	338.10	_____
_____	75031	Display Cube - Black - 18" Medium.....	284.60	313.05	398.45	_____
_____	75032	Display Cube - Black - 24" Large.....	327.70	360.45	458.80	_____
_____	75079	Orion Computer Kiosk - Black.....	431.30	474.45	603.80	_____
_____	72056	Display Counter - Black.....	431.30	474.45	603.80	_____

**Tablet Stand**

_____	850714*	Mobile Tablet Stand - White.....	313.65	345.00	439.10	_____
_____	850715*	Mobile Tablet Stand - Black.....	313.65	345.00	439.10	_____

**Tablet Stand Accessories**

_____	850711*	Brochure Holder - Black.....	31.10	34.20	43.55	_____
_____	850712*	Wireless Printer Holder - Black.....	31.10	34.20	43.55	_____
_____	850713*	Charging Shelf - Black.....	31.10	34.20	43.55	_____

**Accessories**

_____	220121	Chrome Stanchion w/ 8' Retractable Belt.....	143.80	158.20	201.30	_____
_____	220118	Chrome Sign Holder.....	103.45	113.80	144.85	_____
_____	750135	Round Literature Rack.....	224.25	246.70	313.95	_____
_____	750136	Flat Literature Rack.....	189.80	208.80	265.70	_____

FREEMAN furnishings

Take advantage of the Online price by ordering at [www.freeman.com](http://www.freeman.com) before MAY 21, 2019



NAME OF SHOW: **MJBizConNEXT / June 12 - 14, 2019**

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

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

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

For Assistance, please call (504) 731-6137 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>DISPLAY &amp; ACCESSORIES</b>						

**Accessories (continued)**

_____	220109	Chrome Coat Tree.....	69.05	75.95	96.65	_____
_____	220134	Aluminum Easel.....	51.70	56.85	72.40	_____
_____	220110	Chrome Bag Rack.....	112.15	123.35	157.00	_____
_____	10201484	Floor Standing Bulletin Board.....	229.65	252.60	321.50	_____
_____	220106	Corrugated Wastebasket.....	24.95	27.45	34.95	_____

**Special Drape**

- Black    Blue    Brown    Green    Flax  
 Gold    Gray    Plum    Red    White

_____	12103	Special Drape 3'H (per ft.).....	20.65	22.70	28.90	_____
_____	12108	Special Drape 8'H (per ft.).....	26.00	28.60	36.40	_____

<b>TOTAL COST</b>		
_____	+	_____ = _____
Sub-Total	11.45% 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

# 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*



# FREEMAN

1000 Elmwood Park Blvd  
New Orleans, LA 70123  
(504) 731-6137 Fax: (469) 621-5612

**ONLINE PRICE  
DISCOUNT PRICE  
DEADLINE DATE  
MAY 21, 2019**

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

NAME OF SHOW: **MJBizConNEXT / June 12 - 14, 2019**

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

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

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

For Assistance, please call (504) 731-6137 to speak with one of our experts.

- Orders received after the deadline 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.

**NOTE: All booths include black carpeting; included carpeting does not have to be ordered.  
If you would like an alternate color, please complete submit this order form with your Method of Payment.**

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

## 10' CLASSIC CARPET , PADDING & PLASTIC COVERING

**CHOOSE YOUR CARPET COLOR:**

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

Qty	Description	Online Price	Discount Price	Standard Price	Total
_____	10' x 10' Classic Carpet .....	\$ 325.50	\$ 358.05	\$ 455.70	_____
_____	10' x 20' Classic Carpet .....	\$ 650.95	\$ 716.05	\$ 911.35	_____
_____	10' x 30' Classic Carpet .....	\$ 976.45	\$ 1,074.10	\$ 1,367.05	_____
_____	10' x 40' Classic Carpet .....	\$ 1,301.90	\$ 1,432.10	\$ 1,822.65	_____
_____	10' x 10' Carpet Padding - Single Layer.....	\$ 154.50	\$ 169.95	\$ 216.30	_____
_____	10' x 20' Carpet Padding - Single Layer.....	\$ 309.00	\$ 339.90	\$ 432.60	_____
_____	10' x 30' Carpet Padding - Single Layer.....	\$ 463.50	\$ 509.85	\$ 648.90	_____
_____	10' x 40' Carpet Padding - Single Layer.....	\$ 618.00	\$ 679.80	\$ 865.20	_____
_____	10' x 10' Carpet Padding - Double Layer.....	\$ 309.00	\$ 339.90	\$ 432.60	_____
_____	10' x 20' Carpet Padding - Double Layer.....	\$ 618.00	\$ 679.80	\$ 865.20	_____
_____	10' x 30' Carpet Padding - Double Layer.....	\$ 927.00	\$ 1,019.70	\$ 1,297.80	_____
_____	10' x 40' Carpet Padding - Double Layer.....	\$ 1,236.00	\$ 1,359.60	\$ 1,730.40	_____
_____	Plastic Covering (price per sq. ft.).....	\$ .50	\$ .55	\$ .70	_____

## 9' CLASSIC CARPET , PADDING & PLASTIC COVERING

**CHOOSE YOUR CARPET COLOR:**

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

Qty	Description	Online Price	Discount Price	Standard Price	Total
_____	9' x 10' Classic Carpet .....	\$ 191.90	\$ 211.10	\$ 268.65	_____
_____	9' x 20' Classic Carpet .....	\$ 383.40	\$ 421.75	\$ 536.75	_____
_____	9' x 30' Classic Carpet .....	\$ 575.20	\$ 632.70	\$ 805.30	_____
_____	9' x 40' Classic Carpet .....	\$ 766.90	\$ 843.60	\$ 1,073.65	_____
_____	9' x 10' Carpet Padding - Single Layer.....	\$ 139.05	\$ 152.95	\$ 194.65	_____
_____	9' x 20' Carpet Padding - Single Layer.....	\$ 278.10	\$ 305.90	\$ 389.35	_____
_____	9' x 30' Carpet Padding - Single Layer.....	\$ 417.15	\$ 458.85	\$ 584.00	_____
_____	9' x 40' Carpet Padding - Single Layer.....	\$ 556.20	\$ 611.80	\$ 778.70	_____
_____	9' x 10' Carpet Padding - Double Layer.....	\$ 278.10	\$ 305.90	\$ 389.35	_____
_____	9' x 20' Carpet Padding - Double Layer.....	\$ 556.20	\$ 611.80	\$ 778.70	_____
_____	9' x 30' Carpet Padding - Double Layer.....	\$ 834.30	\$ 917.75	\$ 1,168.00	_____
_____	9' x 40' Carpet Padding - Double Layer.....	\$ 1,112.40	\$ 1,223.65	\$ 1,557.35	_____
_____	Plastic Covering (price per sq. ft.).....	\$ .50	\$ .55	\$ .70	_____

\*\*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	+	11.45% Tax
	=	Total Cost

FREEMAN standard size carpet

Take advantage of the Online price  
by ordering at [www.freeman.com](http://www.freeman.com)  
before MAY 21, 2019

# FREEMAN

1000 Elmwood Park Blvd  
New Orleans, LA 70123  
(504) 731-6137 Fax: (469) 621-5612

**ONLINE PRICE  
DISCOUNT PRICE  
DEADLINE DATE  
MAY 21, 2019**

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

NAME OF SHOW: **MJBizConNEXT / June 12 - 14, 2019**

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

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

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

For Assistance, please call (504) 731-6137 to speak with one of our experts.

- **Guaranteed new, high-quality carpet.**
- **Orders received after the deadline or without payment will be charged the Standard price and are subject to availability.**
- **Prestige and Custom Cut Classic Carpet are subject to a 100% cancellation charge.**
- **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.**

**NOTE: All booths include black carpeting; included carpeting does not have to be ordered.**

**If you would like an alternate color, please complete submit this order form with your Method of Payment.**

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 Carpeting 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 - 16 oz. Carpet:**

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

**16 oz. Carpet Rental** - Price per sq. ft. (100 sq. ft. minimum)

Per sq. ft.	Booth Size: _____ x _____ = _____ sq. ft. @	Online Price	Discount Price	Standard Price	Total
		\$ <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

**28 oz. Carpet Rental** - Price per sq. ft. (100 sq. ft. minimum)

	Booth Size: _____ x _____ = _____ sq. ft. @	Online Price	Discount Price	Standard Price	Total
<b>1 - 700 sq. ft.</b>		\$ <b>5.10</b>	\$ <b>5.60</b>	\$ <b>7.15</b>	_____
<b>Over 700 sq. ft.</b>		\$ <b>4.80</b>	\$ <b>5.30</b>	\$ <b>6.70</b>	_____

**CHOOSE YOUR CARPET COLOR - 40 oz. Carpet:**

- Black  Charcoal  Gray Pearl  Navy  White

**40 oz. Carpet Rental** - Price per sq. ft. (100 sq. ft. minimum)

	Booth Size: _____ x _____ = _____ sq. ft. @	Online Price	Discount Price	Standard Price	Total
<b>1 - 700 sq. ft.</b>		\$ <b>5.55</b>	\$ <b>6.10</b>	\$ <b>7.75</b>	_____
<b>Over 700 sq. ft.</b>		\$ <b>5.15</b>	\$ <b>5.65</b>	\$ <b>7.20</b>	_____

**CARPET PADDING - includes delivery, material handling, installation and removal**

- Order Carpet 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. @ \$ **1.65**

Qty	Description	Price per sq. ft. (90 sq. ft. minimum)	Online Price	Discount Price	Standard Price	Total
_____	Carpet Padding -1/2" (90 - 700 sq. ft.)		\$ <b>1.65</b>	\$ <b>1.80</b>	\$ <b>2.30</b>	_____
_____	Carpet Padding-1/2" (Over 700 sq. ft.)		\$ <b>1.35</b>	\$ <b>1.50</b>	\$ <b>1.90</b>	_____
_____	Double Carpet Padding - 1/2" (90 - 700 sq. ft.)		\$ <b>3.30</b>	\$ <b>3.65</b>	\$ <b>4.60</b>	_____
_____	Double Carpet Padding -1/2" (Over 700 sq. ft.)		\$ <b>2.70</b>	\$ <b>2.95</b>	\$ <b>3.80</b>	_____

TOTAL COST		
_____	+	_____ = _____
Sub- Total		11.45% Tax Total Cost

# FREEMAN

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**INCLUDE THE FREEMAN METHOD OF  
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NAME OF SHOW: **MJBizConNEXT / June 12 - 14, 2019**

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

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

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

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

## CLEANING SERVICES

- Cleaning is 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 to apply on all orders placed at show site.

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

Qty	Part #	Description	Discount Price	Show Site Price	Total
-----	--------	-------------	----------------	-----------------	-------

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

_____	610100	Booth Vacuuming - One Time.....	0.55	0.75	_____
_____	610200	Booth Vacuuming - 2 Days.....	0.95	1.35	_____
_____	610300	Booth Vacuuming - 3 Days.....	1.25	1.75	_____

### SHAMPOOING (per sq ft -100 sq ft minimum)

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

_____	630100	Shampoo Carpet - One Time.....	0.95	1.35	_____
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### PORTER SERVICE (per day)

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

- Includes emptying of wastebaskets and policing of your exhibit area at two-hour intervals during show hours.

_____	620500	Exhibit Area / Under 500 sq. ft.....	110.00	154.00	_____
_____	6201500	Exhibit Area / 501 - 1500 sq. ft.....	128.30	179.60	_____
_____	6202500	Exhibit Area / 1501 - 2500 sq. ft.....	149.50	209.30	_____
_____	6203500	Exhibit Area / Over 2500 sq. ft.....	Call for Quote		

### 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.....	0.55	0.75	_____
_____	690200	Floor Surface Cleaning - 2 Days .....	0.95	1.35	_____
_____	690300	Floor Surface Cleaning - 3 Days .....	1.25	1.75	_____

### TOTAL COST

Sub-Total \_\_\_\_\_ + Tax (11.45%) \_\_\_\_\_ = TOTAL \_\_\_\_\_

FREEMAN cleaning



# 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**



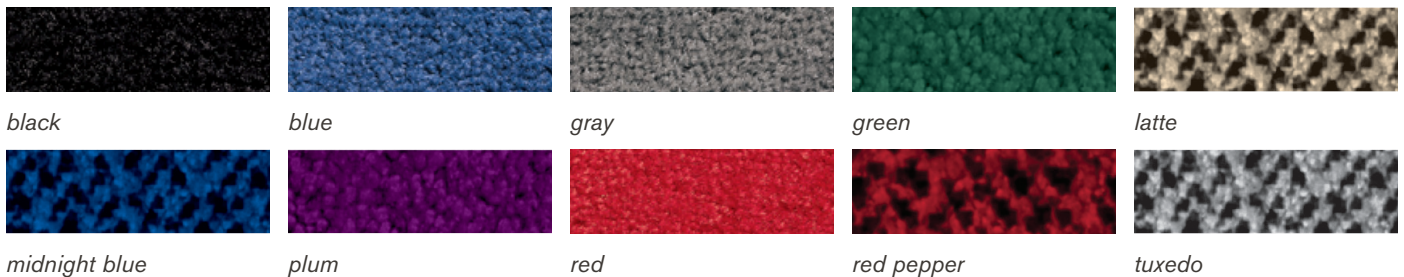
**CABINETS**



## Booth Panel Options – Color Options Included with Rental Package

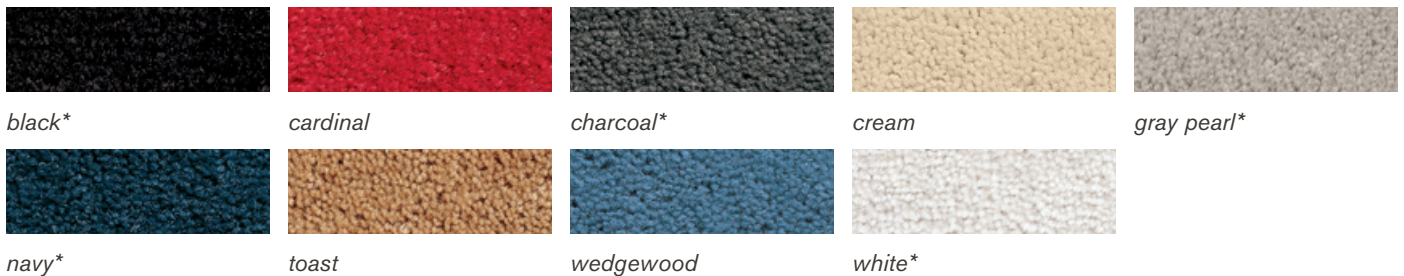


## Classic Carpet (16 oz.) – Color Options Included with Rental Package Options. Darker colored Classic carpet is made of 25-50% recycled content.



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.

# FREEMAN

1000 Elmwood Park Blvd  
 New Orleans, LA 70123  
 (504) 731-6137 Fax: (469) 621-5612

**DISCOUNT PRICE  
 DEADLINE DATE  
 MAY 21, 2019**

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

NAME OF SHOW: **MJBizConNEXT / June 12 - 14, 2019**

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

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

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

For Assistance, please call (504) 731-6137 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'	3,269.80	4,577.70	<input type="checkbox"/> 10' x 20'	7,347.05	10,285.85	_____
Package 2	<input type="checkbox"/> 10' x 10'	2,146.00	3,004.40	<input type="checkbox"/> 10' x 20'	3,848.35	5,387.70	_____
Package 3	<input type="checkbox"/> 10' x 10'	2,802.95	3,924.15	<input type="checkbox"/> 10' x 20'	5,729.45	8,021.25	_____
Package 4	<input type="checkbox"/> 10' x 10'	3,779.40	5,291.15	<input type="checkbox"/> 10' x 20'	7,341.70	10,278.40	_____
Package 5	<input type="checkbox"/> 10' x 10'	2,548.10	3,567.35	<input type="checkbox"/> 10' x 20'	4,925.75	6,896.05	_____
Package 6	<input type="checkbox"/> 10' x 10'	2,590.55	3,626.75	<input type="checkbox"/> 10' x 20'	5,053.15	7,074.40	_____

## 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	11.45 % Tax	Total Cost

# FREEMAN

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**DISCOUNT PRICE  
DEADLINE DATE  
MAY 21, 2019**

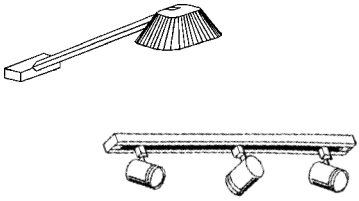
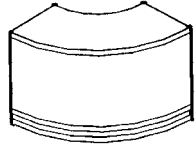
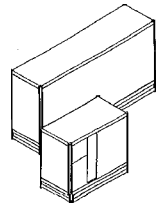
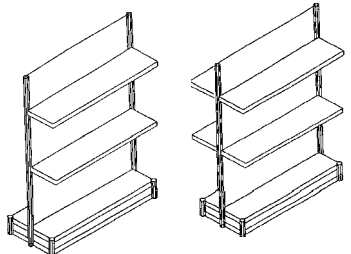
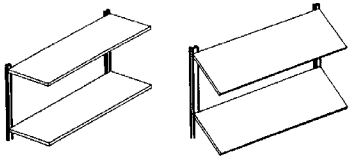
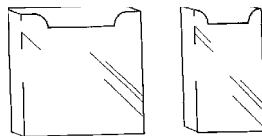
**INCLUDE THE FREEMAN METHOD OF  
PAYMENT FORM WITH YOUR ORDER**

NAME OF SHOW: **MJBizConNEXT / June 12 - 14, 2019** \_\_\_\_\_  
 COMPANY NAME \_\_\_\_\_ BOOTH #: \_\_\_\_\_  
 CONTACT NAME: \_\_\_\_\_ PHONE #: \_\_\_\_\_  
 E-MAIL ADDRESS \_\_\_\_\_

For Assistance, please call 504-731-6137 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>LIGHTS (use only on rentals)</b></p> 	<p><b>RADIUS COUNTER (does not have doors)</b></p> 	<p><b>CABINETS</b></p> 
<p><b>GONDOLAS</b></p> 	<p><b>SHELVES (use only on rental exhibits)</b></p> 	<p><b>LITERATURE POCKETS</b></p> 

Qty	Part #	Description	Discount Price	Standard Price	Total
<b>LIGHT FIXTURES</b>					
<b>(electrical service not included)</b>					

___	172512	Arm Light (200w).....	131.95	184.75	___
___	172514	4' Tracklight (3 lights).....	421.75	590.45	___

<b>CABINETS &amp; LOCKS</b>					
Cabinets with locks					
<input type="checkbox"/> Black Fabric <input type="checkbox"/> Blue Fabric <input type="checkbox"/> Gray Fabric <input type="checkbox"/> White PVC					

___	17305	1M x 1/2M x 36" High.....	518.60	726.05	___
___	17306	1M x 1/2M x 42" High.....	518.60	726.05	___
___	17308	2M x 1/2M x 36" High.....	775.80	1086.10	___
___	17309	2M x 1/2M x 42" High.....	775.80	1086.10	___
___	173010	1M Radius x 1/2M x 36" High.....	694.30	972.00	___

(Radius Cabinets do not have doors)  
 Inside Shelves Available . . . Quoted on Request

Qty	Part #	Description	Discount Price	Standard Price	Total
<b>GONDOLAS</b>					

Gondolas					
<input type="checkbox"/> Blue Fabric <input type="checkbox"/> Gray Fabric <input type="checkbox"/> Perfbord <input type="checkbox"/> White PVC					
___	174541	Single Sided 1m x 4' High.....	461.35	645.90	___
___	174542	Double Sided 1m x 4' High.....	645.90	904.25	___

**OTHER SIZES AVAILABLE.....QUOTED ON REQUEST**

<b>SHELVES</b>					
___	17201	1M Straight (37" x 12").....	129.40	181.15	___
___	17206	1M Angled (37" x 12").....	129.40	181.15	___

<b>LITERATURE POCKETS</b>					
___	174015	For 8 1/2 x 11 Literature.....	46.20	64.70	___

<b>TOTAL COST</b>					
Sub-Total _____ + Tax (11.45%) _____ = TOTAL _____					

FREEMAN exhibit accessories

# FIT TO PRINT

---

SmartFabric® is a triple-layered fabric made of 100% 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 provides a small shipping footprint to reduce your shipping cost and carbon emissions.





## SMARTFABRIC® RENTAL EXHIBITS

Renting exhibits can virtually eliminate your shipping footprint and carbon emissions. Using a Freeman rental exhibit includes 100% recyclable aluminum for the structure.



**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

**CLEAR ACRYLIC SHELF**

36"W 12"H .25"D

(up to 15 lbs each)

### RENTAL EXHIBITS INCLUDE:

- \* Custom Fabric Graphic (fabric graphic purchased to keep)
- Zippered Carrying Case for Fabric Graphic (fabric graphic purchased to keep)
- Rental Frame
- 9'x10' or 9'x20' Classic Carpet (color selections on page 3)
- Exhibit Installation & Dismantle
- Exhibit Material Handling
- Nightly Vacuuming
- 2 Arm Lights per 10' Booth
- 4 Arm Lights per 20' Booth
- 2 Clear Acrylic Shelves per 10' Booth (36"x12", up to 15 lbs.)
- 4 Clear Acrylic Shelves per 20' Booth (36"x12", up to 15 lbs.)
- Power (500 watts) for LIGHTS only (and labor to hang lights)

## FRAME ONLY UNIT

This option is available for customers who have previously rented the SmartFabric® Rental Exhibit and are reusing their back wall graphic. Fabric from other sources will not be installed on this Freeman frame rental. If you need Freeman to create a new graphic, please select the SmartFabric® Rental Exhibit. No fabric graphics will be provided separately from the rental unit.



**10 x 10 ft. frame**



**10 x 20 ft. frame**

### RENTAL EXHIBITS INCLUDE:

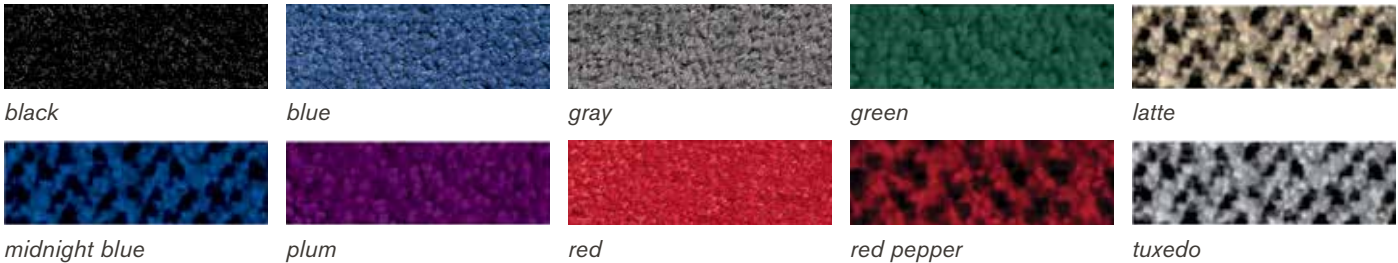
- Rental Frame
- 9'x10' or 9'x20' Classic Carpet (color selections on page 3)
- Exhibit Installation & Dismantle
- Exhibit Material Handling
- Nightly Vacuuming
- 2 Arm Lights per 10' Booth
- 4 Arm Lights per 20' Booth
- 2 Clear Acrylic Shelves per 10' Booth (36"x12", up to 15 lbs.)
- 4 Clear Acrylic Shelves per 20' Booth (36"x12", up to 15 lbs.)
- Power (500 watts) for LIGHTS only (and labor to hang lights)

\*Graphic art for the back wall is not included. Customer must provide full back wall image or Freeman can design a back wall for an additional charge.

## CLASSIC CARPET

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.

**9'x10' or 9'x20' (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 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.*

## ACCESSORIES

SmartFabric® Rental packages include these accessories. Refer to the "Rental Exhibits Include" sections of each package. These items are available to order as additional accessories if needed.

### SMARTFABRIC® ZIPPERED CARRYING CASE

20"W | 8"H | 16"D



### CLEAR ACRYLIC SHELF

36"W | 12"H | .25"D

(holds up to 15lbs each)



## CUSTOM GRAPHICS

A Freeman Exhibitor Sales Specialist will contact you to review the process for providing graphic files and to review helpful tips that will ensure a successful graphic print. Freeman can custom design a graphic file for you using our graphic design services that guarantees a high resolution back wall graphic. Ask your Exhibitor Sales Specialist for more information.

## “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 reusable and 100% recyclable. Using a Freeman rental unit includes a 100% recyclable aluminum in the structure and virtually eliminates your shipping footprint and carbon emissions.



# FREEMAN

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**DISCOUNT PRICE  
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**INCLUDE THE FREEMAN METHOD OF  
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NAME OF SHOW: **MJBizConNEXT / June 12 - 14, 2019**

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

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

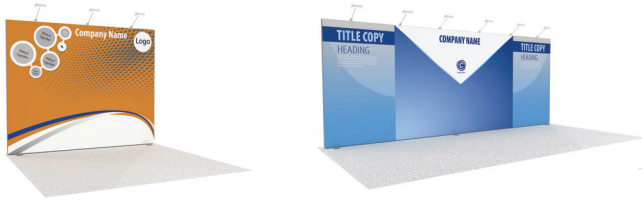
E-MAIL ADDRESS : \_\_\_\_\_

For Assistance, please call (504) 731-6137 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		11.45 % Tax		Total Cost

# FLEXING TO FIT YOUR NEEDS

---

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.

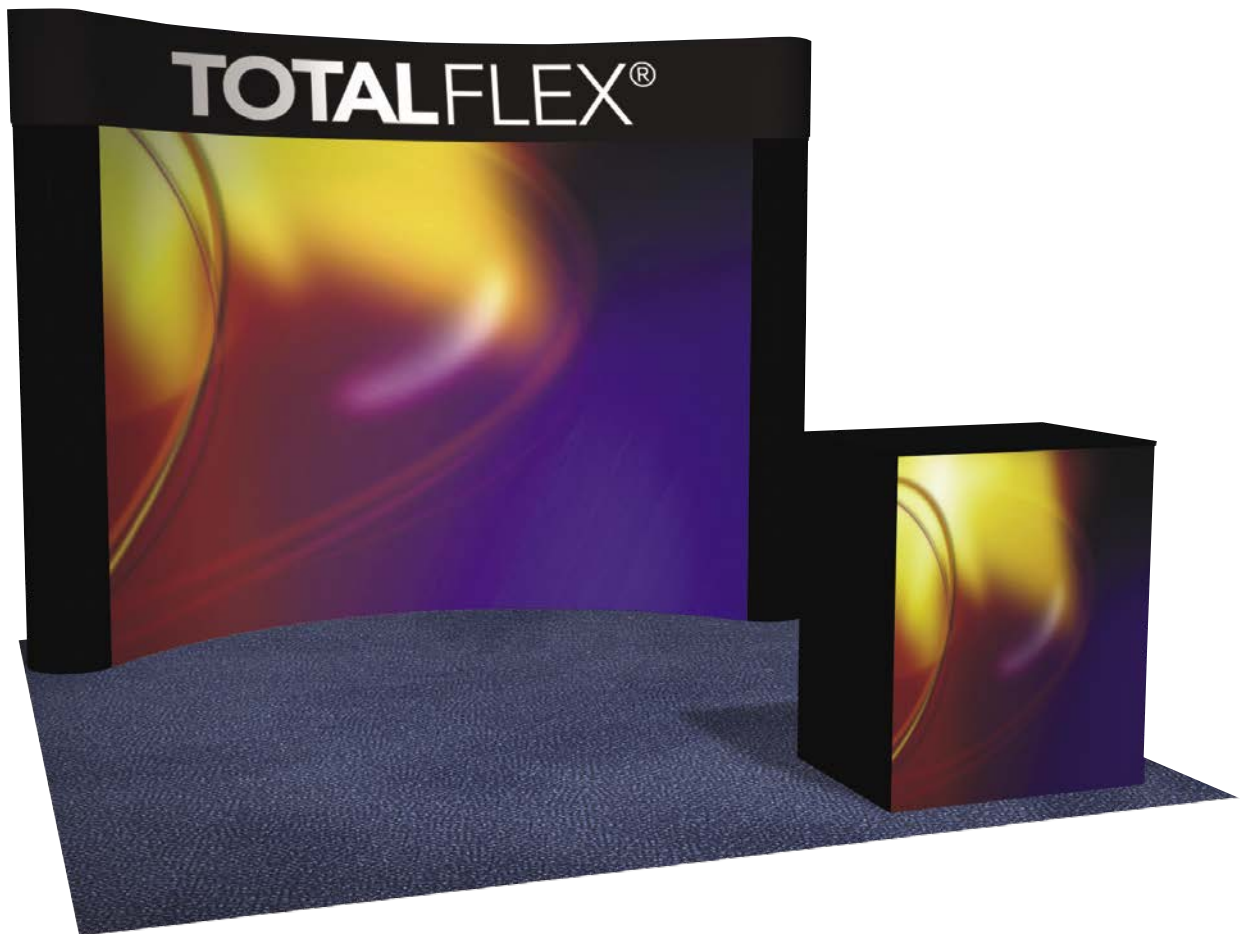


Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to [www.freeman.com](http://www.freeman.com)

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

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NAME OF SHOW: **MJBizConNEXT / June 12 - 14, 2019**

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

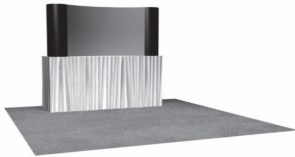
CONTACT NAME : \_\_\_\_\_ PHONE #: \_\_\_\_\_

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

For Assistance, please call (504) 731-6137 to speak with one of our experts.

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

## TABLETOP UNIT



RENTAL			QTY	TOTAL
Size	Discount Price	Standard Price		
40"H x 6'W	1,186.30	1,660.80	_____	_____
40"H x 8'W	1,362.00	1,906.80	_____	_____

PURCHASE*			QTY	TOTAL
Size	Discount Price	Standard Price		
40"H x 6'W	1,397.10	1,955.95	_____	_____
40"H x 8'W	1,572.95	2,202.15	_____	_____

\*Shipping Not Included

**Rental Units Include:**  
Draped Table (select color below)  
Classic Carpet 9' X 10' (select color below)  
Installation & Dismantle of Exhibit  
Material Handling of Exhibit  
Nightly Vacuuming  
1-200 Watt Halogen Light (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  Gray  Blue

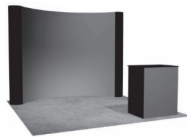
**\*Other Colors Also Available for Purchase Units**

**9' x 10' Classic Carpet:**  Black  Blue  Green  Gray  
 Latte  Midnight Blue  Plum  Red  Red Pepper  Tuxedo

**Table Drape:**

Black  Blue  Brown  Green  Flax  
 Gold  Gray  Plum  Red  White

## FLOOR UNIT



RENTAL			QTY	TOTAL
Size	Discount Price	Standard Price		
8'H x 8'W	1,924.35	2,694.10	_____	_____
8'H x 10'W	2,275.80	3,186.10	_____	_____

PURCHASE*			QTY	TOTAL
Size	Discount Price	Standard Price		
8'H x 8'W	3,163.25	4,428.55	_____	_____
8'H x 10'W	3,690.60	5,166.85	_____	_____

\*Shipping Not Included

**Rental Units Include:**  
Classic Carpet 9' X 10' (select color below)  
Installation & Dismantle of Exhibit  
Material Handling of Exhibit  
Nightly Vacuuming  
1-Podium - 8'H X 10'W unit only  
2-200 Watt Halogen Lights (Power (500 watts) for LIGHTS only and Labor to hang lights)

**Purchase Units Include:**  
2-Cases  
One Time Installation & Dismantle  
1-Podium - 8'H X 10'W unit only

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

**Fabric Panel Colors for All Units:**  Black  Gray  Blue

**\*Other Colors Also Available for Purchase Units**

**9' x 10' Classic Carpet:**  Black  Blue  Green  Gray  
 Latte  Midnight Blue  Plum  Red  Red Pepper  Tuxedo

• All Classic carpet 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	_____	254.80	356.70	_____	_____	342.65	479.70	_____
1715801	1-200 Watt Halogen Light Kit	_____	132.00	184.80	_____	_____	254.80	356.70	_____
1715802	Straight Shelf	_____	96.70	135.40	_____	_____	173.95	243.55	_____
1715803	Angled Shelf	_____	96.70	135.40	_____	_____	173.95	243.55	_____

## QUICK TIPS

\* If shipping literature or products, material handling rates will apply.

\* Order in advance to save time, money and ensure availability. **Orders received after the deadline date or without payment will be charged the Standard Price.**

### PURCHASE UNITS TOTAL COST

Sub-Total + 11.45% Tax = Total Cost

### RENTAL UNITS TOTAL COST

Sub-Total + 11.45% Tax = Total Cost



# 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

1000 Elmwood Park Blvd  
 New Orleans, LA 70123  
 (504) 731-6137 Fax: (469) 621-5612

**DISCOUNT PRICE  
 DEADLINE DATE  
 MAY 21, 2019**

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

NAME OF SHOW: **MJBizConNEXT / June 12 - 14, 2019**

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

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

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

For Assistance, please call (504) 731-6137 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. \_\_\_\_\_ \$ 23.20 per sq. ft. discount price  
 x or = \$ \_\_\_\_\_  
 \$ 34.80 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" @ _____	53.15	79.75 =	_____
7" x 22" @ _____	57.10	85.65 =	_____
7" x 44" @ _____	64.75	97.15 =	_____
9" x 44" @ _____	75.40	113.10 =	_____
11" x 14" @ _____	57.10	85.65 =	_____
14" x 22" @ _____	79.90	119.85 =	_____
14" x 44" @ _____	92.05	138.10 =	_____
22" x 28" @ _____	122.90	184.35 =	_____
28" x 44" @ _____	165.70	248.55 =	_____
20" x 60" @ _____	226.00	339.00 =	_____

(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	+	11.45 % 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

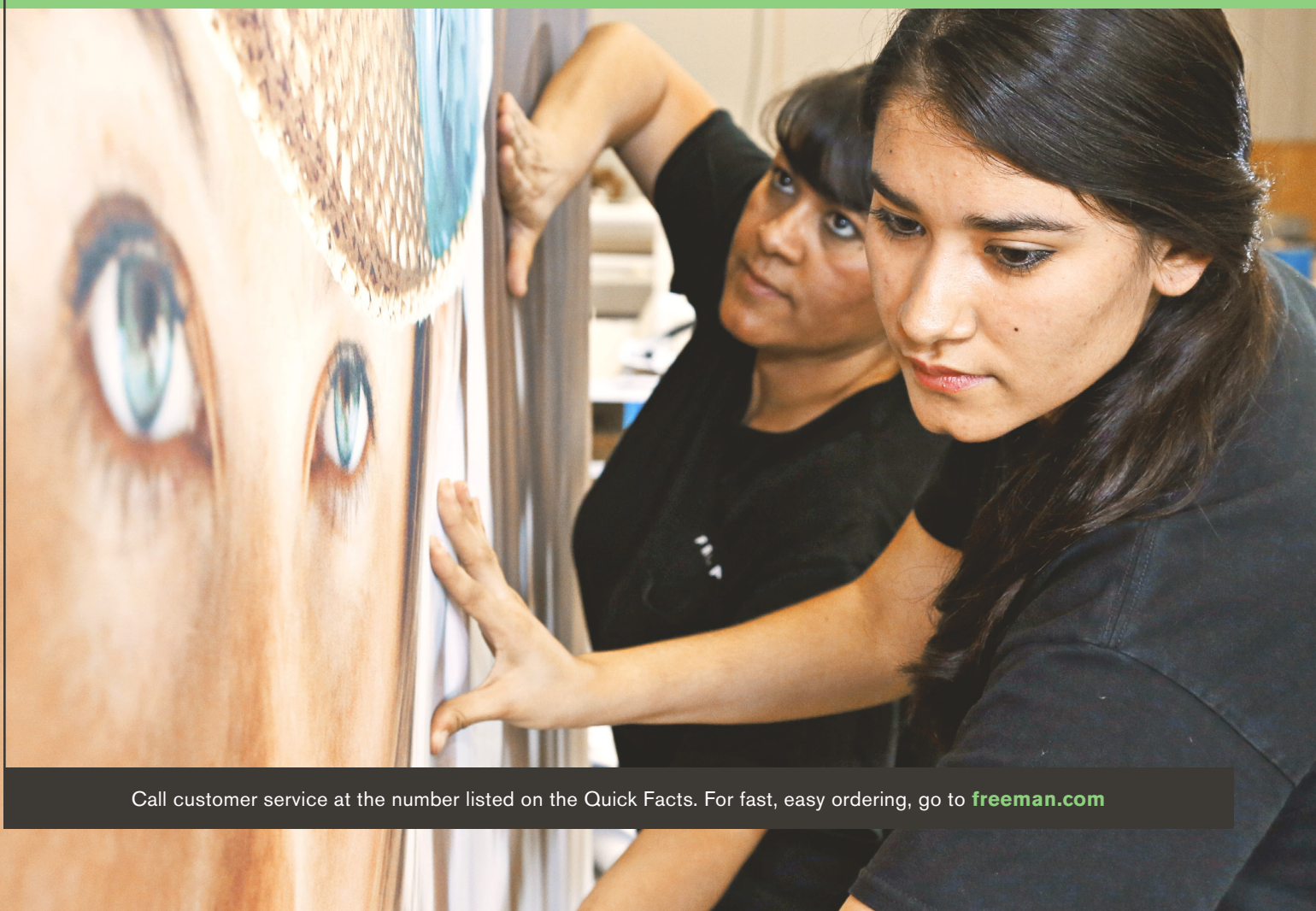
• Files below 10 MB can be delivered via email. Larger files may be posted to Freeman's FTP site. You may get the password and other needed information from your Freeman service representative in order to post files. However, a hard copy proof and backup of the files on CD-Rom/DVD may be required to be sent via overnight delivery in addition to posting the electronic files. Please call (504) 731-6137 for assistance.

# 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.



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

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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.
- 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	\$4,961.45	_____
_____	10'	4'	40'	\$4,332.60	\$6,498.90	_____
_____	15'	3'	60'	\$4,897.20	\$7,345.80	_____
_____	15'	4'	60'	\$6,442.20	\$9,633.30	_____
_____	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	\$5,625.50	_____
_____	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	\$3,319.25	_____
_____	15'	3'	30'	\$2,513.60	\$3,770.40	_____
_____	15'	4'	30'	\$3,276.35	\$4,914.50	_____
_____	20'	4'	40'	\$4,473.70	\$6,710.55	_____

Total: \_\_\_\_\_ x 11.45 %(Tax) \_\_\_\_\_ = \_\_\_\_\_

## 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.

468533

FREEMAN fabric graphics



# 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.

### 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

# **LABOR JURISDICTIONS / NEW ORLEANS**

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

## **LABOR SOURCE**

We currently have a labor agreement with The Louisiana Carpenters Regional Council to provide labor for display installation and dismantling. Full time employees of the exhibiting companies, however, may set their own exhibits without assistance from the local. Any labor services that may be required beyond what your regular full time employees can provide, must be rendered by the local. Labor can be ordered in advance by returning the Display Labor order form, or on show site, at the Freeman Service Desk.

## **MATERIAL HANDLING**

Exhibitors may hand-carry their own materials into the exhibit facility. The use or rental of dollies, flat trucks and other mechanical equipment; however, is not permitted. Freeman will control access to the loading docks in order to provide for a safe and orderly move in/out.

## **TIPPING**

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

## **SAFETY**

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

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NAME OF SHOW: MJBizConNEXT / June 12 - 14, 2019  
 COMPANY NAME \_\_\_\_\_ BOOTH #: \_\_\_\_\_  
 CONTACT NAME: \_\_\_\_\_ PHONE #: \_\_\_\_\_  
 E-MAIL ADDRESS \_\_\_\_\_

For Assistance, please call 504-731-6137 to speak with one of our experts.

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

## DISPLAY LABOR (One Hour Minimum per Worker)

Description Site		Advance	Show Price
<b>Straight Time-</b> 8:00 A.M. to 5:00 P.M. Monday through Friday .....		\$ 107.50	\$ 150.50
<b>Overtime-</b> 5:00 P.M. to 8:00 A.M. Monday through Friday and all day Saturday and Sunday .....		\$ 161.25	\$ 225.75
<b>Double Time-</b> Holidays .....		\$ 214.75	\$ 300.75

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

## INSTALLATION LABOR

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

Emergency contact: \_\_\_\_\_ Phone Number: \_\_\_\_\_

- Exhibitor Supervised Labor (Supervisor must check in at Service Desk to pick up labor)**

Supervisor will be: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Date	Start Time	No. of People	Approx. Hrs. per Person	Total Hrs.	Hourly Rate	Estimated Total Cost
_____	_____	_____	x _____ = _____	_____	@ \$ _____ = \$ _____	_____
_____	_____	_____	x _____ = _____	_____	@ \$ _____ = \$ _____	_____
_____	_____	_____	x _____ = _____	_____	@ \$ _____ = \$ _____	_____
Freeman Supervision (30%/\$45.00)						= \$ _____
2% Tax						= \$ _____
Total Installation						= \$ _____

## DISMANTLE LABOR

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

Emergency contact: \_\_\_\_\_ Phone Number: \_\_\_\_\_

- Exhibitor Supervised Labor (Supervisor must check in at Service Desk to pick up labor)**

Supervisor will be: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Date	Start Time	No. of People	Approx. Hrs. per Person	Total Hrs.	Hourly Rate	Estimated Total Cost
_____	_____	_____	x _____ = _____	_____	@ \$ _____ = \$ _____	_____
_____	_____	_____	x _____ = _____	_____	@ \$ _____ = \$ _____	_____
_____	_____	_____	x _____ = _____	_____	@ \$ _____ = \$ _____	_____
Freeman Supervision (30%/\$45.00)						= \$ _____
2% Tax						= \$ _____
Total Dismantle						= \$ _____

FREEMAN installation & dismantle labor

NAME OF SHOW: **MJBizConNEXT / June 12 - 14, 2019**

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

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

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

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

**FREEMAN SUPERVISED LABOR**

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

**INBOUND SHIPPING & SET UP INFORMATION**

Freight will be shipped to Warehouse \_\_\_\_\_ Show Site \_\_\_\_\_ Date Shipped \_\_\_\_\_

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

Carpet: With Exhibit \_\_\_\_\_ Rented From Freeman \_\_\_\_\_ Color \_\_\_\_\_ Size \_\_\_\_\_

Electrical Placement: Drawing Attached \_\_\_\_\_ Drawing With Exhibit \_\_\_\_\_ Electrical Under Carpet \_\_\_\_\_

Comments: \_\_\_\_\_

Graphics: With Exhibit \_\_\_\_\_ Shipped Separately \_\_\_\_\_

Comments: \_\_\_\_\_

Special Tools/Hardware Required: \_\_\_\_\_

**OUTBOUND SHIPPING INFORMATION**

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

**METHOD OF SHIPMENT**

Freeman Exhibit Transportation:

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

Other (list carrier name & phone number):

- Other Common Carrier: \_\_\_\_\_
- Other Air Freight: \_\_\_\_\_
- Van Line: \_\_\_\_\_

**FREIGHT CHARGES**

- Prepaid       Collect

Bill To: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

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

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

**FREEMAN installation & dismantle labor**

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NAME OF SHOW: **MJBizConNEXT / June 12 - 14, 2019**

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

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

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

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

## RIGGING EQUIPMENT AND 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; All day Saturday and Sunday; Holidays

- **Show site prices will apply to all labor orders placed at show site**
- Start time guaranteed only at start of working day • Supervisor must check in at Service Desk to pickup labor
- One hour minimum - labor thereafter is charged in half (1/2) hour increments
- When scheduling dismantle labor, be sure to allow sufficient time for empty containers to be returned to your booth

Any personnel within the designated footprint of an overhead work area will be required to wear a Type 1 Class G Hard Hat

Part#	Description	Advance Price	Show Site Price
<b>FORKLIFT LABOR</b>			
304050	Forklift w/operator - up to 5,000 lbs - ST.....	\$ 187.50	\$ 262.50
304051	Forklift w/operator - up to 5,000 lbs - OT.....	\$ 243.75	\$ 341.25
3040100	Forklift w/operator - up to 10,000 lbs - ST.....	\$ 205.00	\$ 287.00
3040101	Forklift w/operator - up to 10,000 lbs - OT.....	\$ 255.50	\$ 357.75
3040150	Forklift w/operator - up to 15,000 lbs - ST*.....	\$ 222.50	\$ 311.50
3040151	Forklift w/operator - up to 15,000 lbs - OT*.....	\$ 272.75	\$ 382.00
3040300	Forklift w/operator - up to 30,000 lbs - ST*.....	\$ 298.75	\$ 418.25
3040301	Forklift w/operator - up to 30,000 lbs - OT*.....	\$ 359.00	\$ 502.75
304040	Forklift w/operator - 4-Stage - ST.....	\$ 222.50	\$ 311.50
304041	Forklift w/operator - 4-Stage - OT.....	\$ 274.25	\$ 384.00
*For 15,000 lb lifts or greater an additional ground rigging laborer is required.			
<b>RIGGING LABOR</b>			
3020100	Rigger - ST.....	\$ 93.50	\$ 131.00
3020101	Rigger - OT.....	\$ 140.25	\$ 196.50
<b>EQUIPMENT</b>			
3090600	Forklift Cage.....	\$ 39.75	\$ 39.75
3090700	Forklift Boom.....	\$ 39.75	\$ 39.75
3090800	Pallet Jack.....	\$ 39.75	\$ 39.75
<b>MOBILE UNIT SPOTTING*</b>			
257024	Round Trip.....	\$ 350.00	\$ 350.00

\* Towable mobile units will be assessed a one time spotting charge in addition to a one hour forklift/operator charge each way for unloading and loading.

### 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	
_____							2 %Tax	
							<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	
_____							2% Tax	
							<b>Total</b>	

# FREEMAN rigging labor



# FREEMAN

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## HANGING SIGN INSTRUCTIONS, RULES & REGULATIONS

- Overhead hanging signs are to be sent in separate containers directly to advance warehouse using the enclosed Hanging Sign Labels. This container MUST arrive by the warehouse shipping deadline. If these procedures are not followed, Freeman cannot guarantee the hanging of your sign or advance pricing.
- All ceiling rigging must conform to Show Management rules and regulations and facility limitations.
- **All overhead hanging (included but not limited to truss, hanging sign, banners and lights) must be assembled/attached, installed, and removed by Freeman.** Once removed, exhibitors are allowed to disassemble exhibitor-owned overhead items. Please refer to the Freeman Terms and Conditions found in the Exhibitors Services Manual as it relates. 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.
- 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 MCCNO Electrical Service Order Form.
- If any hang point supports over 250 lbs., notify Freeman immediately for special authorization.
- Any non-Freeman supplied chain hoists will require current yearly maintenance records.
- Truss and motor plot must be included with your signage.

\*\*\*\*\* **LOW CEILING AREA** \*\*\*\*\*

\*\*\*\*\* **VERY LIMITED RIGGING AREA** \*\*\*\*\*

\*\*\*\*\* **ADVANCED ARRANGEMENTS REQUIRED** \*\*\*\*\*

Halls E & F: 25'-finished ceiling from entrance to column line approximately 100' inside hall

Hall G: 23'-finished ceiling from entrance to column line approximately 100' inside hall

Hall H,I & J: 22'-finished ceiling from entrance to column line 100' inside hall

**\*Truss & Motors are not allowed in Low Ceiling Area\***

**Any personnel within the designated footprint of the overhead work area will be required to wear a Type 1 Class G Hard Hat**

### PLEASE INCLUDE THE BELOW ITEMS WHEN PLACING YOUR ORDER

- Method of Payment
- Structural Integrity Statement
- Hanging Sign Order Form
- Chain Hoist / Truss / Sign Equipment Order Form (if applicable)

For more details or clarification regarding the above instructions / regulations, please contact Freeman New Orleans Rigging Department at 504-733-7469 or via email at [NewOrleansRigging@freeman.com](mailto:NewOrleansRigging@freeman.com).

FREEMAN hanging sign instructions

# FREEMAN

1000 Elmwood Park Blvd.  
New Orleans, LA 70123  
(504) 731-6137 • Fax: (469) 621-5612

INCLUDE THE FREEMAN METHOD OF  
PAYMENT FORM & STRUCTURAL INTEGRITY  
STATEMENT WITH YOUR ORDER

NAME OF SHOW: **MJBizConNEXT / June 12 - 14, 2019**  
 COMPANY NAME \_\_\_\_\_ BOOTH #: \_\_\_\_\_  
 CONTACT NAME: \_\_\_\_\_ PHONE #: \_\_\_\_\_  
 E-MAIL ADDRESS \_\_\_\_\_

For Assistance, please call 504-731-6137 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 EQUIPMENT AND LABOR RATES TO HANG SIGNS

### 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, All Day Saturday & Sunday

### Double Time

Recognized holidays

**Any personnel within the designated footprint  
of the overhead work area will be required  
to wear a Type 1 Class G Hard Hat.**

### Equipment With Crew

- Show site prices will apply to all labor orders placed at show site
- Crew Size - MINIMUM of two people
- Materials- Cable, clamps, etc are additional and charged accordingly
- Rates are per lift and crew per hour
- One hour minimum per lift/crew - lift/crew thereafter is charged in half (1/2) hour increments
- **Straight time cannot be guaranteed**

### Sign Description, Size & Weight

• For signs other than banners, include blueprint or drawing with detailed information so hanging anchor points may be determined.

Type: Cloth Banner \_\_\_ Metal or Wood \_\_\_ Other \_\_\_

Shape: Square \_\_\_ Triangle \_\_\_ Rectangle \_\_\_ Circle \_\_\_ 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 space above)

Is a Motor include with your sign? \_\_\_ Yes \_\_\_ No

Is Your Sign Shipping to the Advance Warehouse? \_\_\_ Yes \_\_\_ No

### Labor Supervision

Supervision for assembly and disassembly of overhead hanging sign can be provided by Freeman, or by your company representative, display house, independent or lighting contractor.

Please indicate method of supervision you require for assembly/disassembly:

- \_\_\_ Freeman  
 \_\_\_ Exhibitor Personnel  
 \_\_\_ Display House

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.

### Sign Placement

Is your hanging sign centered in the booth? Yes \_\_\_ No \_\_\_

If "No" please include detailed Rigging Plot Layout with your order.

### Hanging Signs Labor

	Straight Time	Overtime	Double Time
<b>Condor/Boom/Snorkel</b> With crew (up to 200 lbs lift capacity)			
Advance Price	\$654.00	\$815.00	\$935.50
<b>Show Site Price</b>	\$915.75	\$1141.00	\$1309.75

### Installation Estimate

\*\*Requested Install Date: \_\_\_\_\_ Time: \_\_\_\_\_  
 Approx Hours Hourly Rate Estimated Sub-Total\*  
 \_\_\_\_\_ @ \_\_\_\_\_ = \_\_\_\_\_

### Dismantle Estimate

\*\*Requested Dismantle Date: \_\_\_\_\_ Time: \_\_\_\_\_  
 Approx Hours Hourly Rate Estimated Sub-Total\*  
 \_\_\_\_\_ @ \_\_\_\_\_ = \_\_\_\_\_

**\*\*Requested dates and times are not guaranteed**

### Sign Assembly Labor

	Straight Time	Overtime	Double Time
<b>Assembly Labor/Additional Crew</b> (Per person / Per hour)			
Advance Price	\$107.50	\$161.25	\$214.75
<b>Show Site Price</b>	\$150.50	\$225.75	\$300.75

### Installation Estimate

Approx Hours Hourly Rate Estimated Sub-Total\*  
 \_\_\_\_\_ @ \_\_\_\_\_ = \_\_\_\_\_

### Dismantle Estimate

Approx Hours Hourly Rate Estimated Sub-Total\*  
 \_\_\_\_\_ @ \_\_\_\_\_ = \_\_\_\_\_

**\*2% tax to apply to all labor & 11.45% tax to apply to all materials**

Additional fees for materials, such as cable & clamps, may apply

ESTIMATED TOTAL COST	
Materials**	\$ _____
**11.45% Tax	+ \$ _____
Labor*	+ \$ _____
*2% Tax	+ \$ _____
<b>GRAND TOTAL</b>	<b>\$ _____</b>

FREEMAN hanging sign labor

# FREEMAN

1000 Elmwood Park Blvd.  
New Orleans, LA 70123  
(504) 731-6137 • Fax: (469) 621-5612

**INCLUDE THE FREEMAN METHOD OF  
PAYMENT FORM & STRUCTURAL INTEGRITY  
STATEMENT WITH YOUR ORDER**

NAME OF SHOW: **MJBizConNEXT / June 12 - 14, 2019**

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

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

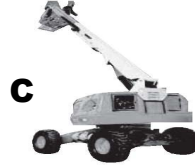
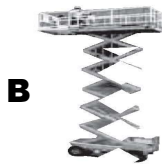
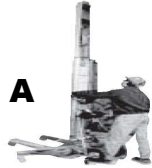
E-MAIL ADDRESS \_\_\_\_\_

For Assistance, please call 504-731-6137 to speak with one of our experts.

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

## OVERHEAD RIGGING

**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; All Day Saturday, Sunday **DOUBLE TIME:** Recognized Holidays



### A: Manual Lift

### B: Scissorlift

	Straight Time	Overtime	Double Time		Straight Time	Overtime	Double Time
<b>Manual Lift with 1 man crew</b>				<b>19' Scissorlift with 2 man crew</b>			
Advance Price	\$213.25	\$266.50	\$294.75	Advance Price	\$429.00	\$531.50	\$633.50
<b>Show Site Price</b>	<b>\$298.75</b>	<b>\$373.25</b>	<b>\$412.75</b>	<b>Show Site Price</b>	<b>\$600.75</b>	<b>\$744.25</b>	<b>\$887.00</b>
Note: Manual Lift cannot be used for sign hanging				Note: Scissorlift cannot be used for sign hanging			

### C: Telescoping Boom Lift

### Truss & Lighting Assembly Labor

	Straight Time	Overtime	Double Time		Straight Time	Overtime	Double Time
<b>Telescoping 60' Boom Lift with 2 man crew</b>				<b>Assembly Labor/Additional Crew (Per person / Per hour)</b>			
Advance Price	\$654.00	\$815.00	\$935.50	Advance Price	\$102.75	\$154.25	\$205.50
<b>Show Site Price</b>	<b>\$915.75</b>	<b>\$1141.00</b>	<b>\$1309.75</b>	<b>Show Site Price</b>	<b>\$144.00</b>	<b>\$216.00</b>	<b>\$287.75</b>

**Complete and return this form only if you are ordering truss, motors or hoists**

### INSTALLATION

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	
_____						2 %Tax	
_____						<b>Total</b>	

### DISMANTLE

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	
_____						2% Tax	
_____						<b>Total</b>	

### HOIST AND TRUSS EQUIPMENT (Truss rates are billed per linear foot)

Qty	Part #	Description	Price	Total	Qty	Part #	Description	Price	Total
___	1523121	12" Corner Block - Silver ....	108.70	_____	___	1523120	12" Box Truss- Silver.....	26.25	_____
___	1523121B	12" Corner Block - Black ....	130.40	_____	___	1523120B	12" Box Truss- Black.....	31.45	_____
___	1523200	20.5" Box Truss- Silver.....	38.40	_____	___	15295	1/4 Ton Hoist.....	464.60	_____
___	1523200B	20.5" Box Truss- Black.....	46.10	_____	___	15294	1/2 Ton Hoist.....	515.85	_____
___	1523124	20.5" Corner Block- Silver ..	125.30	_____	___	15293	1 Ton Hoist.....	668.65	_____
___	1523124B	20.5" Corner Block- Black ..	150.40	_____	___	152913	Rotating Motor.....	540.60	_____

Any non-Freeman supplied chain hoists will require current yearly maintenance records.

Booths that include the use of a chain hoist will be assessed a one-time design fee.

### TOTAL HOIST & TRUSS EQUIPMENT COST

Sub-Total \_\_\_\_\_ + Tax (11.45%) \_\_\_\_\_ = TOTAL \_\_\_\_\_

FREEMAN chain hoist/truss/overhead equipment

**F R E E M A N**

**R U S H**

**DO NOT DELAY**

**MUST DELIVER BY JUNE 4, 2019**

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

C/O **FREEMAN**  
**905 SAMS AVE**  
**NEW ORLEANS, LA 70123**

**HANGING SIGN**

EVENT: \_\_\_\_\_ *MJBizConNEXT*

BOOTH # \_\_\_\_\_ NO. \_\_\_\_ OF \_\_\_\_ PIECES

**F R E E M A N**

**R U S H**

**DO NOT DELAY**

**MUST DELIVER BY JUNE 4, 2019**

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

C/O **FREEMAN**  
**905 SAMS AVE**  
**NEW ORLEANS, LA 70123**

**HANGING SIGN**

EVENT: \_\_\_\_\_ *MJBizConNEXT*

BOOTH # \_\_\_\_\_ NO. \_\_\_\_ OF \_\_\_\_ PIECES

# FREEMAN

1000 Elmwood Park Blvd  
New Orleans, LA 70123  
(504) 731-6137 Fax: (469) 621-5612

**PLEASE INCLUDE THIS FORM  
WITH YOUR HANGING SIGN  
ORDER FORM**

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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 **MJBizConNEXT / June 12 - 14, 2019** 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, MORIAL 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**

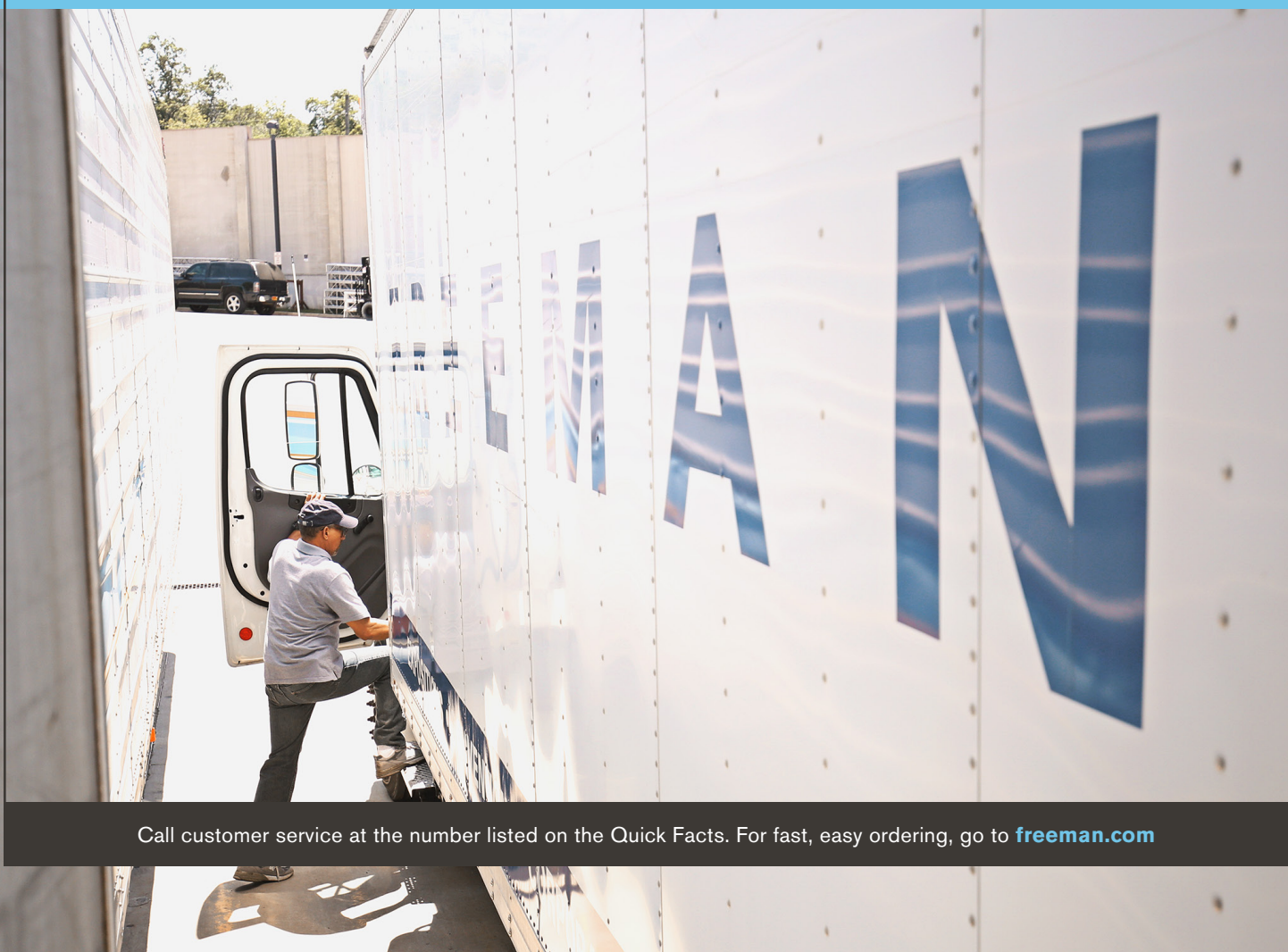


# RESULTS, DELIVERED

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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

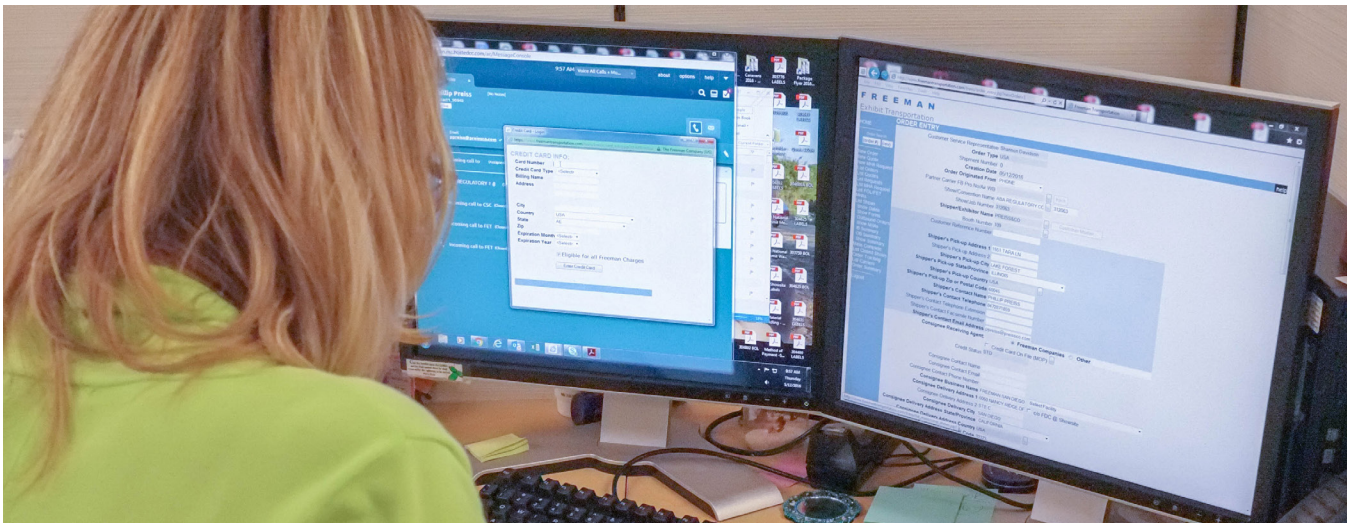
### questions?

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](http://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)

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)

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



# FREEMAN

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

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

NAME OF SHOW: **MJBizConNEXT / June 12 - 14, 2019**

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

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

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

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

For fast, easy ordering, go to [www.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 US must be cleared through customs. Please call for additional information:  
(800) 995-3579 Toll Free US & Canada  
(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 Code) \_\_\_\_\_

#### DESTINATION

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

**FREEMAN / Exhibiting Company Name / Booth #**

**MJBizConNEXT**

C/O: FREEMAN  
905 SAMS AVE  
NEW ORLEANS, LA 70123

**MUST BE DELIVERED BY JUNE 04, 2019**

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

**FREEMAN / Exhibiting Company Name / Booth #**

**MJBizConNEXT**

C/O: FREEMAN  
MORIAL CONVENTION CENTER  
900 CONVENTION CENTER BLVD  
NEW ORLEANS, LA 70130

**CANNOT BE DELIVERED BEFORE JUNE 11, 2019**

#### TYPE OF SERVICE

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

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

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

### SHIPPING INFORMATION

#### Items to be shipped

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

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

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

#### OUTBOUND SHIPPING

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

Ship to address:

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

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

#### FAX THIS COMPLETED FORM VIA:

**E-mail:**

**[exhibit.transportation@freeman.com](mailto:exhibit.transportation@freeman.com)**

**or**

**Fax: (469) 621-5810**

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

**SHOW #** \_\_\_\_\_ (468533)

FREEMAN exhibit transportation



## Freeman Marshalling Yard

Please note that all vehicles delivering materials to the Ernest N. Morial Convention Center must report to the marshalling area to obtain a dock pass. This includes privately owned vehicles (cars, trucks, vans, etc.) who choose to unload their own materials at the established unloading area. **No vehicle will be allowed to the dock area without a pass.**

### Approach from the West ➡

From I-10 take Highway US-90 and exit on Tchoupitoulas St/South Peters. Continue on Calliope St and take right on Tchoupitoulas St. Lot I will be to your right.

Please note that Google Maps often directs drivers to take the Annunciation St exit from US-90; this is a non-truck route and should not be taken.

### Approach from the East ⇨

From Highway US-90 take the Tchoupitoulas St. exit and turn slight right onto Tchoupitoulas St. Lot I will be to your right.

