



EXPO
EVENT SERVICES

Exhibitor Services Manual

Atlanta Travel & Adventure Show
October 16 - 17, 2021
Georgia World Congress Center
Atlanta, GA

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Atlanta Travel & Adventure Show

Georgia World Congress Center

October 16 - 17, 2021

Deadline Date
October 6, 2021

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Welcome to Atlanta and **Atlanta Travel & Adventure Show.**

We are pleased that Expo Event Services has been selected as your Official General Contractor. Our goal is to help make sure your show participation is a success!
As the official service contractor for this exposition, we are enclosing various equipment rental and service order forms for your information and use.

Please review our payment policy carefully. As a reminder, Expo Event Services requires payment in full at the time you place your order, along with a credit card charge authorization. This may be used to cover items such as labor and freight handling, not included with your initial payment.

Take advantage of our substantial price discounts! Just return your order with payment by the discount price deadline(s) on the order forms and use the lower price. **State Tax 8.9% (Tax Rates Subject To Change)**

Official General Contractor

Expo Event Services
1700 York Avenue Suite 2T
New York, NY 10128

Phone: (201) 300 - 2782
Fax: (917) 591 - 8316
Email: orders@expoeventservices.com

Standard Booth Information

Booth Size: 10' x 10'	1 - 6'x 30" Table w/Black Skirt and 2 Padded Chairs
Backwall Drape: 8' High Black Backwall Drape	1 - Wastebasket
Sidewall Drape: 3' High Black Siderail Drape	1 - 44" x 7" One Line ID Sign
1 - 10' x 10' Black Booth Carpet	

Show Schedule Move In/Move Out		
Decorator Move-In:	Thursday 10/14/2021	8:00am - 5:00pm
Exhibitor Move-In:	Friday 10/15/2021	9:00am - 5:00pm
Event Open:	Saturday 10/16/2021	9:30am - 5:00pm/ Travel Advisors 10:00am - 5:00pm/ Public
Event Open:	Sunday 10/17/2021	11:00am - 4:00pm
Exhibitor Move-Out:	Sunday 10/17/2021	Close of Show – 8:00pm.
Clear Floor:	Sunday 10/17/2021	by 11:59pm

*Should the event venue or the event move in and/or move out schedule change, Expo Event Services reserves the right to adjust pricing according to any cost increases associated with the respective change.

Expo Event Service will begin returning empty shipping containers at **4:00pm on October 17, 2021**; this process should take approximately **two (2) HOURS**.

Please keep this in mind when scheduling labor and freight pick-up.

All carriers must check-in for pick-up no later than 6:00pm on Sunday, October 17, 2021



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Shipping Addresses

*Advance Receiving
/Shipments*

Atlanta Travel & Adventure Show

Shipments Should Arrive on or between:
c/o Expo Event Services

SEPTEMBER 16 - OCTOBER 6, 2021

(ONLY IF TS SHIPPER IS USED, The Official Show Carrier) see Pages 24 - 28

*Direct Shipments
to Show Site*

Atlanta Travel & Adventure Show

Shipments Should Arrive on:
c/o Expo Event Services

OCTOBER 14, 2021 (1PM - 5PM)
OCTOBER 15, 2021 (8AM - 4PM)

Georgia World Congress Center
285 Andrew Young International Blvd NW
Atlanta, GA 30313

Service Center

Expo Event Services is here to take care of your on-site needs. All contractors and production personnel will be available, along with any services you might desire such as Furniture and Freight Handling. Please contact us at (201) 300-2782

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

INSTALLATION & DISMANTLE LABOR - DECORATORS UNION LOCAL 756

The Decorators Union Local 756 has jurisdiction for the installation and dismantling of all exhibits including carpet, furniture and hanging signs. All hired labor must belong to Local 756. Labor can be ordered in advance by returning the enclosed Display Labor order form, or on showsite, at the EES Service Desk. Three options for installation and dismantle labor exist in Dallas. Labor may be:

- * performed by full time employees of the exhibiting company; or
- * hired through Expo Event Services, the official service contractor; or
- * hired through an exhibitor appointed contractor (with proper notification to EES).

TEAMSTER LABOR - TEAMSTER UNION LOCAL 745

The Teamsters Union Local 745 has jurisdiction for the operation of all material handling equipment, all unloading and reloading, and the handling of empty containers. Exhibitors may unload their own vehicles provided they do not use any material handling equipment (forklifts, flatbeds, dollies, pallet jacks, etc.).

FREIGHT HANDLING

Expo Event Services has the responsibility of receiving and handling all exhibit materials and empty crates. It is our responsibility to manage docks and schedule vehicles for smooth and efficient move-in and move-out of the exposition. EES will not be responsible for any material we do not handle.

WORK BREAKS & GRATUITIES

Solicitation of tips or gratuities in any form is prohibited. Please do not tip any EES employee, as all are paid at an appropriate wage scale. Paid breaks of fifteen minutes at the mid-point of each four hour block of work and a one hour meal break at the end of each four hour work period must be given to each employee. Please attempt to work your people to conform to these mandatory break periods.

IN GENERAL

Any questions arising with regard to union jurisdictions or practices should be directed to the EES manager on the floor. Craftsmen at all levels have been instructed to refrain from expressing any grievances or directly challenging the practices of any exhibitor.

EXHIBITOR FAQS



1 **Where Can I Find Information On Health and Safety Regulations for the Event?**

- Refer to the 'For Exhibitors Only' Page on www.TravelShows.com (pick applicable show, DALLAS, ATLANTA, SF/BAY Area).

2 **What Comes With My Booth?**

Each 10'x10' booth space includes:

- 8' high black back-wall drape
- 3' high black side-rail drape
- 1 - 6'x30" black skirted table with white top
- 2 - padded folding chairs
- 1 - wastebasket
- 1 - 44" x 7" Exhibitor ID sign
- 1 - 10' x 10' black booth carpet

If you have an island booth, back drape and side drape are not standard furnishings and need to be ordered. Additional furniture can also be ordered. Please see the Furnishings & Accessories Form in the applicable Show Exhibitor Kit.

3 **What Expenses Should I Keep In Mind When Budgeting For The Show?**

- Exhibit space rental
- Additional booth furnishings: signage, collateral, give-aways, etc.
- Shipping and material handling fees
- Electrical, internet/wi-fi, cleaning and/or AV equipment
- Staff expenses: hotel accommodations, travel, etc.

4 **How Can I Cut Down On My Overall Costs?**

- **ORDER IN ADVANCE. NOTE THE DISCOUNTED DEADLINE DATES IN SHOW EXHIBITOR KIT!**
- Avoid sending multiple shipments. Material handling rates are per shipment. *Refer to Shipping section in the Show Exhibitor Kit.*
- Schedule (necessary) labor on straight time. Refer to the Display & Material Order Form. *See the Exhibitor Services Kit at www.TravelShows.com (pick applicable show).*
- Multiple pieces shipped together must be crated/palletted and shrink wrapped to be charged as one shipment.

5 What Is The Safest & Most Efficient Way To Get My Materials To The Show?

- **READ** Material Handling and Shipping instructions in the Show Exhibitor Kit.
- Use pre-printed shipping labels provided in the Show Exhibitor Kit.
- Make company name, booth # and show name visible on shipments.
- Multiple pieces can be considered one shipment if crated/palletted and shrinkwrapped.

6 Can I Set Up My Own Booth?

- Yes. Refer to Exhibitor Kit for exact union regulations, EAC form/insurance requirements/ submission info.
- If you are unable set up Friday during Exhibitor Move In hours, you must obtain authorization from your sales rep to set up Saturday at 7:30am. Be advised the show opens at 9:00am. The show floor will be “show ready” clean. Should you litter your booth space or space around you, you will receive a cleaning charge from the contracted show cleaning company.

7 What Are The Restrictions For My Booth Structure?

- Standard “in-line” booths may not extend beyond 8’ tall.
- Booth materials may also not extend beyond the dimensions of the booth space.
- Sight lines may not be blocked. Show management reserves the right to determine interference with other exhibitors.

NOTE: Island booth may extend 16’ high.

8 Can I Tear Down My Booth Early?

- **NO**, per your signed sales contract, your booth must remain furnished and staffed until the show close on Sunday.

Please respect attendees & fellow exhibitors.

9 Am I Allowed To Bring My Booth Material In Myself?

- Due to the pandemic, venue guidelines do not permit POV service.
- Any materials (whether it be booth elements or sales collateral) will be weighed & charged a Material Handling Fee.

Pricing found in Shipping section of the Show Exhibitor Kit.

Please refer to the Show Exhibitor Kit for best safety practices.

10 Is Material Handling Mandatory?

- Any materials coming in/out from loading dock are required to be weighed. All materials will be charged a Material Handling Fee. Fee is round trip.

Pricing found in Shipping section of the Show Exhibitor Kit.

Please refer to the Show Exhibitor Kit for best safety practices.

11 Are There Noise/Sound Restrictions Within The Booth?

- **YES**, no amplified sound in or around your booth is permitted. Show Management reserves the right to determine at what point sound constitutes interference with other exhibitors.

12 **Can I Leave Items In My Booth Overnight?**

- Show management provides overnight “perimeter” security in the hall but recommends taking valuables with you at the end of show day.

13 **What Are My Ordering Options Through The Decorator (such as electric, booth rental, extra chairs/tables, cleaning, etc.)?**

- Where applicable, order services online or call, email, or print and fax the forms in the Show Exhibitor Kit to the appropriate vendor.
- Should you plan to bring décor to your booth such as feathers, sand, hay, etc. and it falls in the neighboring booth area or aisle, it is your responsibility to take care of the cleaning or you will receive a cleaning charge from the decorator.

The Decorator can be contacted at info@expoeventservices.com or (201) 300-2782

14 **If I Forgot Something For Booth Setup or Need Additional Help, Where Do I Go On-Site?**

- The Exhibitor Services Desk located on the Show Floor.

15 **Where Can I Make Copies If I Run Out Of Sale Material At The Show?**

- Business Services locations can be found at the Deco Service Counter.
- Plan to also bring a flyer/sales document file with you in case you need to access a FedEx/Kinkos or similar resource.

16 **Are There Sponsorship & Promotional Opportunities To Enhance My Presence At Show?**

- **YES!** Please contact us for details.
- **Email:** success@unicomm.org



OFFICIAL CONTRACTORS & EXHIBITOR APPOINTED CONTRACTORS



Atlanta Travel & Adventure Show

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October 6, 2021**

MUST READ

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

The Official Service Contractor is appointed to:

- a. Insure the orderly and efficient installation and removal of the overall exposition.
- b. Assure the distribution of labor to all Exhibitors according to need.
- c. Provide sufficient labor to satisfy the requirements of Exhibitors, and the exposition itself.
- d. See that the proper type and limits of insurance are in force.
- e. Avoid any conflict with local union and/or exhibit hall regulations and requirements.

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

- f. Supervision may be provided by the Exhibitor.
- g. The Exhibitor may appoint an outside independent contractor for installation and dismantle only of the Exhibitor's display.

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

1. The Exhibitor, in writing, must notify Expo Event Services of their intention to utilize an independent contractor no later than 25 days prior to the first move-in day, furnishing the name, address and telephone number of the firm. Letters as such from independent contractors are neither valid nor acceptable.
2. Only the Exhibitor-named independent contractor's employees will be authorized on the show floor. Employees of third parties named or subcontracted by the Exhibitor-named independent contractor will not be authorized admittance on the show floor unless those employees are named and badged as specified in the following article.
3. The independent contractor must furnish Expo Event Services with the names of all on-site employees who will be working on the exposition floor prior to the first move-in day. They must have and wear at all times identification badges supplied by the independent contractor containing the independent contractor name, employee name and Exhibitor Company name. In addition to an exhibitor work pass supplied by Show Management.
4. The independent contractor must have all business licenses, permits and Workman's Compensation insurance required by the State and City governments and the Venue prior to commencing work, and shall provide Show Management and Expo Event Services with evidence of compliance.
5. **The independent contractor must carry a minimum of \$1,000,000 in Public Liability Insurance and shall provide Show Management and Expo Event Services with a certificate of insurance showing the coverages and amounts, and naming the sponsor, Expo Event Services and the Venue as co-insured.**
6. The independent contractor must follow the scheduled work times or pay any additional cost incurred because of extended work hours.
7. The independent contractor may not solicit business on the exhibit floor.
8. The independent contractor must confine their operations to the exhibit area of their clients. No service desks, storage areas or other work facilities will be located anywhere else in the building. The show aisles and public spaces are not part of the Exhibitor's booth space.
9. The independent contractor must comply with all labor agreements and practices and must commit or allow to be committed by persons in their employment any acts that could lead to work stoppages, strikes or labor problems.
10. The exposition floor, aisles, loading docks, service and storage areas will be under control of Expo Event Services.
11. For services such as electrical, plumbing, telephone, floral, booth cleaning and drayage, no contractor or support other than the Official Service Contractor/Supplier will be approved. This regulation is necessary because of licensing, insurance, and work done on equipment and facilities owned by parties other than the Exhibitors. Exhibitors shall provide only the material and equipment they own and is to be used in their exhibit space.

ACORD CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YY)

00/00/00

PRODUCER (000) 000-0000 FAX (000) 000-0000

Name of Insurance Agency
Street Address
City, State Zip

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURERS AFFORDING COVERAGE

INSURED

Exhibitor Appointed Contractor
Street Address
City, State Zip

INSURER A: Insurance Company A
INSURER B:
INSURER C:
INSURER D:
INSURER E:

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR	ABC 12345		2021	EACH OCCURRENCE \$ 1,000,000
					FIRE DAMAGE (Any one fire) \$ 50,000
					MED EXP (Any one person) \$ 5,000
					PERSONAL & ADV INJURY \$ 1,000,000
					GENERAL AGGREGATE \$ 2,000,000
					PRODUCTS-COMP/OP AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS	ABC 12345		2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
					BODILY INJURY (Per person) \$
					BODILY INJURY (Per accident) \$
					PROPERTY DAMAGE (Per accident) \$
	GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY-EA ACCIDENT \$
					OTHER THAN EA ACC \$
					AUTO ONLY: AGG \$
	EXCESS LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE				EACH OCCURRENCE \$
					AGGREGATE \$
					\$
					\$
					\$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	ABC 12345		2021	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER
					E.L. EACH ACCIDENT \$ 1,000,000
					E.L. DISEASE-EA EMPLOYEE \$ 1,000,000
					E.L. DISEASE-POLICY LIMIT \$ 1,000,000
	OTHER				

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS

General Liability policy includes the interest of: <Exhibitor Name>, <Show Name>, <Show dates (including move-in and move-out)>, Expo Event Services, <Show Organizer Name>, <Venue>, and/or their respective agents as additional insureds.

CERTIFICATE HOLDER ADDITIONAL INSURED; INSURER LETTER ____ CANCELLATION

Expo Event Services
1700 York Ave Suite 2T
New York, NY 10128

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE COMPANY, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

Name (First & Last)

INDEPENDENT DISPLAY HOUSE/CONTRACTOR NOTIFICATION



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RETURN TO: Expo Event Services • 1700 York Ave Suite 2T • New York, NY 10128 • Phone (201) 300 - 2782 • Fax (917) 591 - 8316 • Email: orders@expoeventservices.com

COMPANY	EMAIL ADDRESS	BOOTH NUMBER
AUTHORIZED CONTACT SIGNATURE X	AUTHORIZED CONTACT - PLEASE PRINT	DATE

Please complete and return this form by the Deadline above only if you are planning to use any company other than Expo Event Services for the installation or dismantling of your exhibit.

INDEPENDENT DISPLAY HOUSE CONTRACTORS

Yes, we will be using an independent display house/contractor to install and/or dismantle our display at the VENUE AND STATE HERE and have completed the following questions.

Exhibiting Company Name: _____ Booth Number: _____

Exhibiting Contact Person: _____ Phone Number: _____

Contractor Company to be utilized: _____

Address: _____

Contractor Contact Name: _____ Contractor Phone Number: _____

INDICATE WHAT SERVICES ARE TO BE CHARGED TO THIRD PARTY

*Look at each individual order form to confirm what company is providing services ordered on that specific form. The third part billing information above and below is for use by Expo Event Services only, therefore if a service that you have ordered is being provided by someone other than Expo Event Services, you need NOT indicate that particular service below:

- EXHIBIT FURNITURE RENTAL
- DRAYAGE SERVICES
- DISPLAY LABOR
- MISC. - PLEASE LIST: _____

NOTE: Some order forms for furnishings and/or services listed above may be enclosed if a specific service or item is not offered for this Event. If you have any questions, please contact Expo Event Services.

*Exhibiting company clearly understands that exhibiting company is ultimately responsible for payment of any and all services invoiced to third party which remain unpaid at close of show.

I have notified our independent display house/contractor of the rules and regulations requiring them to submit a Certificate of Insurance to Expo Event Services by the above deadline date.

Authorized Contact Signature Date Authorized Contact (Print)

All orders are subject to the terms and conditions as outlined on the payment form.

LIMITS OF LIABILITY & RESPONSIBILITY

The placing of an order for services and/or equipment by an exhibitor or any agent of the exhibitor shall be construed as an offer subject to acceptance and approval of Expo Event Services in its sole discretion. Upon participation of any Expo Event Services' show or event, the Exhibitor and its agents shall be bound by the terms and conditions set forth in Sections 1 through 14 below. Likewise, once Expo Event Services has accepted and approved the Exhibitor's offer, any shipper consigning or delivering a shipment to Expo Event Services or its subcontractors on behalf of Exhibitor shall be bound by the terms and conditions set forth in Sections 1 through 14 below.

1. Expo Event Services and its subcontractors shall not be liable for damage, loss, or delay to uncrated freight, freight improperly packed, glass breakage or concealed damage as determined by Expo Event Services.
2. Relative to inbound shipments, there may be a lapse of time between the delivery of shipment(s) to the booth by Expo Event Services or its subcontractors and the arrival of the Exhibitor's representative at the booth. Similarly, relative to outgoing shipment(s), it is possible that there will be a lapse of time between the completion of packing and the actual pickup of materials from the booth for loading onto a carrier. It is understood that during such times the shipment(s) will be left in the booth unattended. Therefore, it is agreed that Expo Event Services and its subcontractors shall not be liable for the loss of, disappearance of, or damage of any items left in the booth unattended at any time. Consequently, all bills of lading covering outgoing shipment(s) submitted to Expo Event Services or its subcontractors by the Exhibitor will be checked at the time of pickup from the booth and corrected where discrepancies exist.
3. Expo Event Services and its subcontractors shall not be liable for any damage incurred during the handling of materials or equipment requiring special devices to properly load, place, or reload unless 14 days advance notice has been given to Expo Event Services in time to obtain the proper equipment.
4. Expo Event Services and its subcontractors shall not be responsible for any loss, delay, or damage due to events beyond their reasonable control which cannot be avoided by the exercise of due care and prudence, including without limitation, strikes, labor disputes, lockouts or work stoppages of any kind, fire, theft, windstorm, water, vandalism, acts of God, failure of power or utilities, and other events of force majeure.
5. Expo Event Services and its subcontractors shall not be liable for ordinary wear and tear in handling of materials and/or equipment.
6. Expo Event Services and its subcontractors are not insurers; i.e., Expo Event Services does not insure the Exhibitor's property against loss or damage, nor does it provide for full replacement value should loss or damage occur. Insurance, if any, shall be obtained by the Exhibitor. Amounts payable by Expo Event Services under this paragraph are based on the scope of the liability as herein set forth and are unrelated to the value of the Exhibitor's property. Provisions of this paragraph shall apply if Exhibitor's property is lost or damaged through performance or nonperformance of services by Expo Event Services, or from the negligence of Expo Event Services, its subcontractors or their respective employees. If such loss or damage occurs, the liability of Expo Event Services and its subcontractors shall be limited to a sum equal to \$.30 per pound per article, with a maximum liability of \$50.00 per item or \$1,000.00 per shipment, whichever is less. This amount shall be considered Exhibitor's agreed-upon damages and exclusive remedy.
7. Expo Event Services and its subcontractors shall not be liable to any extent whatsoever for any indirect, special, incidental, or consequential damages, which may include, but are not limited to any actual, potential or assumed loss of profits or revenues, loss of use of equipment or products, or any collateral costs that may result from any loss or damage to Exhibitor's materials or any injury to Exhibitor's personnel which may make it impossible or impractical for Exhibitor to exhibit its materials.
8. Expo Event Services will not be bound to honor any claim or action brought against Expo Event Services or its subcontractors more than 60 days after the date of incident.
9. The Exhibitor agrees, in connection with the receipt, handling, temporary storage and reloading of its freight, that Expo Event Services and its subcontractors will provide these services as Exhibitor's agent and not as bailee or shipper. If any employee of Expo Event Services or its subcontractors sign a delivery receipt, bill of lading or other document, the parties agree that Expo Event Services or its subcontractor will do so as the Exhibitor's agent, and the Exhibitor accepts the responsibility thereof.
10. Expo Event Services and its subcontractors shall not be liable for shipments received without receipts, freight bills or specified unit counts on receipts or freight bills. Such shipments will be delivered to booth without guarantee of piece count or condition.
11. Empty container labels will be available at the Expo Event Services' Service Desk. Affixing the labels is the sole responsibility of the Exhibitor or its representative. It is understood that these labels are used for EMPTY STORAGE ONLY, and Expo Event Services and its subcontractors assume no responsibility or liability for loss or damage to contents while containers are in storage or for mislabeled containers.
12. In order to expedite removal of freight from the show site, Expo Event Services shall have the authority to change designated carriers, if assigned carriers do not pick up on time. Where no disposition is made by the Exhibitor, freight will be taken to a warehouse and forced shipped on a carrier determined by Expo Event Services and the Exhibitor agrees to be responsible for payment of charges relating to such handling and shipping. Expo Event Services assumes no liability as a result of rerouting or handling.
13. Dry and Cold Storage – Exhibitor stores products at its own risk. Expo Event Services assumes no liability or responsibility for dry of cold storage.
14. The Exhibitor agrees, in the event of a dispute with Expo Event Services or its subcontractors related to any loss or damage to any of the Exhibitor's freight or equipment, that the Exhibitor will not withhold payment in any amount due to Expo Event Services for freight handling services or any other services provided by Expo Event Services or its subcontractors as an offset against the amount of the alleged loss or damage. Instead, the Exhibitor agrees to pay Expo Event Services prior to the close of the show for all such charges and further agrees that any claim the Exhibitor may have against Expo Event Services or its subcontractors shall be pursued independently by the Exhibitor as a completely separate transaction to be resolved on its own merits.

Be sure your freight is insured from the time it leaves your place of business until it is returned after the show. It is suggested that Exhibitors arrange all risk coverage. This can usually be done by riders to existing policies. Contact your insurance representative. Also, be sure your liability insurance is in effect during transit and return of your freight, during storage and at show site. All transit claims will be referred to the common carrier.

FIRE DEPARTMENT REGULATIONS



Atlanta Travel & Adventure Show

Georgia World Congress Center

October 16 - 17, 2021

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INHERENTLY FIRE RETARDANT OR FLAME RETARDANT TREATMENT

1. All decorations, drapes, signs, banners, plastic displays, hay, straw, moss, split bamboo and other similar materials **MUST BE FLAME RETARDANT** to the satisfaction of the Fire Department and the State Fire Marshal.
2. Table covering must be flame retardant treated unless they lay flat, with an overhang no greater than 6".
3. Oilcloth, tar paper, sisal paper, nylon, orlon and certain other plastic materials cannot be made flame retardant and their use is prohibited,
4. A Certificate of Flame Resistance shall be available for review by the Fire Marshal or on file with the Fire Marshal for all decorative materials.

VEHICLES/INTERNAL COMBUSTION ENGINES ON DISPLAY

Any autos, trucks, motorcycles or other motorized vehicles displayed shall have their batteries disconnected and terminals taped. All motor vehicle tanks containing fuel or which have ever contained fuel, shall be furnished with locking-type gas caps or sealed with tape. The level of gas in tanks cannot exceed five gallons or one quarter tank, whichever is less. Garden tractors, chain saws, power plants and other gasoline powered equipment shall be safeguarded in a similar manner. All autos, trucks and vehicles of any kind must show the location on the Fire Department approved floor plan 14 days prior to the show date.

COMBUSTIBLES

Literature on display shall be limited to reasonable quantities. Reserve supplies shall be kept in closed containers and stored in a neat and compact manner. No cardboard boxes or any combustible materials may be stored on top of or near any electrical wiring in the spaces behind the backwall drapery (booth) or behind the display.

OBSTRUCTIONS

Aisles designated on approved show floor plans shall be kept clean, clear and free of obstructions. Booth constructions shall be substantial and fixed into position in specified areas for the duration of the show. Chairs, easels, signs and demonstration areas shall not be placed beyond booth areas into aisles. All aisles must be maintained at a minimum of 10 feet in width or unless otherwise approved on the floor plan. All fire prevention and fire fighting equipment in all public assembly areas shall have easy and unobstructed accessibility.

ELECTRICAL EXTENSION CORDS & MULTI-PLUG ADAPTERS

Extension cords shall service one appliance only and shall be a three-wire approved type (with ground). The extension cord cannot exceed the capacity of the existing circuit breaker and cannot exceed fifteen (15) amps. Multi-plug adapters must be UL approved and have a current (electric) overload safety device. Cube adapters and other devices which increase outlets are not acceptable unless equipped with an internal circuit breaker. All spliced wires are illegal.

COMPRESSED CYLINDERS

Compressed cylinders must be attached to a stand that is upright or laid flat on the floor. Compressed flammable gases are prohibited inside a building. This includes acetylene, hydrogen, propane, butane and L.P.G.

COOKING AND/OR WARMING DEVICES

Cooking and/or warming devices shall be electric. Sternos may be used for warming trays. Cooking devices shall be approved by a recognized testing laboratory: e.g., UL, FM, etc. Cooking, warming devices and/or heated products shall be isolated from the public by either placing the device a minimum of four (4) feet back from the front of the booth or provide a plexiglass shield 18 inches high, ¼-inch thick across the front, and down both sides of the demonstrating area. Decorative candles are not permitted.

HELIUM BALLOONS

Helium balloons are not permitted inside some buildings. If you have any question regarding them, please contact the facility in which your event is located. If you need assistance in solving problems or have any questions, direct inquiries to the Fire Prevention Bureau servicing the area of your show location.

SAFETY FIRST

SAFETY IS VERY IMPORTANT FOR EVERYONE WORKING IN THE EXHIBIT HALL - ESPECIALLY YOU !

Expo Event Services is committed to safety throughout our company and in the work that we do. We request that you make safety a part of your activities during the show. If you see something unsafe or that presents a hazard, please bring it to the attention of a Expo Event Services' supervisor. By reporting unsafe or hazardous conditions, you will help make the show safer and more enjoyable for yourself and your fellow exhibitors.

Attached you will find a list of Loss Prevention Guidelines that we request you follow while at showsite. These Guidelines will enhance the overall safety of the show and help to prevent injuries to you, our employees and other exhibitors. Enjoy the show and do it safely.

THANK YOU FOR YOUR COOPERATION!

EXHIBITOR LOSS PREVENTION GUIDELINES AT SHOWSITE

- Smoking is prohibited except in designated areas. Please be sure all cigarettes are fully extinguished.
- Standing on chairs, tables and other furniture is **PROHIBITED**. The furniture is not designed to support your standing weight. Please use your ladder.
- Forklifts and carts are to be used by authorized personnel only. Please do not operate this equipment. Ask for help.
- Be aware of the forklifts moving throughout the aisles and docks. Please steer clear of them, especially when they are carrying a crate or load.
- Never run in the exhibit hall. Please walk. Watch your step in the aisles and around the loading docks.
- Electrical wires and cords can be hazardous if frayed or stretched over a walkway. Please check all cords for damage. Secure or remove any cords where you or others are going to be walking.
- Report any fires immediately or pull the nearest fire alarm. Please keep fire exits clear.
- If you spill something, or notice a spill, clean it up or report it immediately. Please do not walk away from a spill.
- Protect your valuables while on the show floor. Please keep all expensive or valuable items secured. Unattended items in booths are easy theft targets.
- Use good housekeeping. Dispose of waste properly and keep materials stacked securely. Please keep in mind the safety of your employees and those attending the show.
- Health & Safety is Our Top Priority <https://www.gwcca.org/?s=covid>

PAYMENT POLICY



Atlanta Travel & Adventure Show

Georgia World Congress Center

October 16 - 17, 2021

Deadline Date
October 6, 2021

Payment for Services

Expo Event Services requires payment in full at the time services are ordered. Further, Expo Event Services requires that you provide a credit card authorization with your initial order. For your convenience, we will use this authorization to charge your account for services, which may include labor and freight handling, not covered by your initial payment.

Discount Prices

To qualify for discount pricing, orders must be received with payment on or before the discount price deadline(s).

Method of Payment

Expo Event Services accepts MasterCard, AMEX and Visa. Business Checks are only accepted 2 weeks before the show, **no checks accepted at show site**. Purchase orders are not considered payment. All payments must be made in U.S. funds drawn on a U.S. Bank.*

Third Party Billing

Each exhibiting firm is ultimately responsible for all charges incurred on its behalf. Expo Event Services reserves the right to institute collection action against the exhibitor if the authorized third party does not pay. See Third Party Billing Request form.

Tax Exempt

If you are tax exempt in the state in which you will be exhibiting, you must provide a Sales Tax Exemption Certificate for that state. Please send the above information to the Expo Event Services office for this show. Expo Event Services must receive your certificate by the deadline date on the order forms; or tax will appear on your invoice.

Adjustments and Cancellations

Adjustments to your invoice will not be made after the close of the show. Some items, services and labor are subject to cancellation fees. Refer to each order form for details.

If you have any questions regarding our payment policy,
please call Expo Event Services at (201) 300 - 2782
or visit our Service Center at the show.

****Exhibitors will be charged a \$25.00 fee for returned NSF checks.***

PAYMENT & CREDIT CARD CHARGE AUTHORIZATION



Atlanta Travel & Adventure Show

Georgia World Congress Center

October 16 - 17, 2021

Deadline Date
October 6, 2021

RETURN TO: Expo Event Services • 1700 York Ave Suite 2T • New York, NY 10128 • Phone (201) 300 - 2782 • Fax (917) 591 - 8316 • Email: orders@expoeventservices.com

COMPANY		EMAIL ADDRESS			BOOTH NUMBER	
ADDRESS	STREET	CITY	STATE	ZIP	COUNTRY	
PHONE	FAX		PURCHASE ORDER NUMBER			
AUTHORIZED CONTACT SIGNATURE			AUTHORIZED CONTACT - PLEASE PRINT			DATE

CREDIT CARD CHARGE AUTHORIZATION

PROVIDE EXPIRATION DATE	EXPIRATION DATE:	MASTERCARD	VISA*	American Express		
	Account Number:	*Include Security Code (3 Digit on reverse side of card)				
PLEASE SIGN	CARDHOLDER'S BILLING ADDRESS - IF DIFFERENT FROM ABOVE		CITY	STATE	ZIP	COUNTRY
	CARDHOLDER'S SIGNATURE			CARDHOLDER'S NAME - PRINT		

Advance charges may be paid by company check but credit card information is required for freight, additional services or rentals ordered at the show site which will be invoiced to your credit card. At the conclusion of the show a complete invoice will be prepared and sent to you reflecting all charges and payments. No credit will be given after close of event on items or services ordered but not received.

Our Credit Policy requires 100% Payment with order for service, tax and anticipated freight. This form with your credit card information for payment of advance and show site orders must be forwarded to the Expo Event Services in order for us to provide any equipment or services. No Purchase Order Numbers will be accepted in lieu of payment. Full payment of rental charges must accompany your order to qualify for the discounted rates. ALL orders received at the Service Desk will be charged at Standard Rates. A \$25.00 surcharge will be added to your account if any credit charges for services are denied or if any checks are returned. TERMS: Due upon receipt. Unpaid accounts after 14 days from invoice date will accrue a service charge of 0.0575% per day, annual interest rate 21%.

Exhibitors will be responsible for all fees connected with the collection of their accounts.

Services and Equipment Ordered

If someone other than the exhibiting company is to be invoiced for items/services on this form, YOU MUST complete the "Third Party Billing" Information Form

Furniture & Accessories Order Form	\$
Display Labor Service Order Form	\$
Specialty Furniture Order Form	\$
Shipping Information and Freight Service Order Form (Non Taxable)	\$
Cart Services	\$
Other Expo Event Services' Services (Specify)	\$

FULL PAYMENT in U.S. funds drawn on a U.S. Bank

CANCELLATION: Cancellation after deadline will be charged at 50% of prevailing rate.

LATE REQUEST: Request after deadline will be filled as available at the standard rate.

THIRD PARTY BILLING REQUEST



Atlanta Travel & Adventure Show

Georgia World Congress Center

October 16 - 17, 2021

Deadline Date
October 6, 2021

RETURN TO: Expo Event Services • 1700 York Ave Suite 2T • New York, NY 10128 • Phone (201) 300 - 2782 • Fax (917) 591 - 8316 • Email: orders@expoeventservices.com

COMPANY	EMAIL ADDRESS	BOOTH NUMBER
AUTHORIZED CONTACT SIGNATURE	AUTHORIZED CONTACT - PLEASE PRINT	DATE

X

The exhibiting firm is primarily responsible for the payment of charges. In the event you have arranged for an exhibit house or other party to handle your display and be billed for services, we will agree to this third party billing if they supply the appropriate credit card information below. Advance payment in full must accompany your order including estimated labor and drayage charges. Additionally, both firms must sign the following statement: **WE UNDERSTAND AND AGREE THAT WE, THE EXHIBITING FIRM, ARE PRIMARILY RESPONSIBLE FOR PAYMENT OF CHARGES. IN THE EVENT THE NAMED THIRD PARTY FAILS TO PAY ALL CHARGES, SUCH CHARGES WILL BE PAID BY THE EXHIBITING FIRM ON DEMAND, INCLUDING ANY AND ALL FEES CONNECTED WITH THE COLLECTION OF THIS ACCOUNT.**

_____ (Exhibiting Firm) _____ (Display House/3rd Party)

By: _____ (Authorized Signatures)

Exhibiting Firm

EXHIBITING FIRM		
ADDRESS		
CITY	STATE	ZIP
PHONE	FAX	
AUTHORIZED SIGNATURE	TITLE	
AUTHORIZED NAME (PRINT)		

Third Party

EXHIBITING FIRM		
ADDRESS		
CITY	STATE	ZIP
PHONE	FAX	
AUTHORIZED SIGNATURE	TITLE	
AUTHORIZED NAME (PRINT)		

Credit Charge Authorization (Information Must Be Provided)

PROVIDE EXPIRATION DATE	<input type="text" value="EXPIRATION DATE"/>	MASTERCARD VISA* American Express
	Corporate Personal	*Include Security Code (3 Digit on reverse side of card)
Account Number	<input type="text"/>	

Credit Charge Authorization (Information Must Be Provided)

PROVIDE EXPIRATION DATE	<input type="text" value="EXPIRATION DATE"/>	MASTERCARD VISA* American Express
	Corporate Personal	*Include Security Code (3 Digit on reverse side of card)
Account Number	<input type="text"/>	

CARDHOLDERS NAME	PLEASE PRINT	
CARDHOLDERS BILLING ADDRESS	CITY	
STATE	ZIP	COUNTRY
All Services		Rental Furniture
I & D Labor		Material Handling In & Out
Signs		
Other (Please Specify) _____		

CARDHOLDERS NAME	PLEASE PRINT	
CARDHOLDERS BILLING ADDRESS	CITY	
STATE	ZIP	COUNTRY
All Services		Rental Furniture
I & D Labor		Material Handling In & Out
Signs		
Other (Please Specify) _____		

PLEASE SIGN **X** _____
CARDHOLDER'S SIGNATURE

PLEASE SIGN **X** _____
CARDHOLDER'S SIGNATURE

SHIPPING INFORMATION



Atlanta Travel & Adventure Show

Georgia World Congress Center

October 16 - 17, 2021

Deadline Date
October 6, 2021

NO CART LOAD SERVICES PROVIDED & FREIGHT HANDLING SERVICES

Vehicle Spotting

Exhibitors will be required to use Expo Event Services personnel for all vehicle spotting inside the exhibit hall. Vehicle spotting rate is \$350.00 per vehicle (price includes both in and out of hall).

All vehicles coming into a convention center must have the following steps done before the Fire Marshall will inspect the facility:

1. No more than 1/4 tank of gasoline
2. Battery must be disconnected
3. Gas cap must be taped down
4. Keys should be left with Show Manager

Freight Handling Services

Expo Event Services is prepared to receive your shipment directly to show site, or in advance via TS Shipper, the official show carrier. Advance shipments/receiving is only available through the official carrier. Direct to showsite can be scheduled with TS Shipper or a carrier of your choice.

Rates are based on the incoming weight of shipments. For rates and arrival information, see the Material Handling Order Form. Expo Event Services must have payment before forwarding freight.

Advance Warehouse Shipments

Crates, Cartons, Fiber Cases and Skidded and Non-Skidded Carpet Samples. **(ONLY IF TS SHIPPER IS USED) see Pages 24 - 28**

Rates Include:

Unloading crated freight. The warehouse cannot receive uncrated shipments. Storing at the warehouse for up to 30 days. Reloading onto trucks and delivery to the exhibit site. Unloading freight and delivery to your booth. Picking up, storing, and returning empty shipping containers. Reloading freight for return to your specified destination.

Make out the bill of lading and consign as follows:

To:

Name of Exhibitor AND Booth Number

For:

Atlanta Travel & Adventure Show

C/O:

Expo Event Services
TS Shipper Advance Freight Service

Direct Shipments to Exhibit Site

Rates Include:

Unloading freight and delivery to your booth. Picking up, storing, and returning empty shipping containers. Reloading freight for return to your specified destination.

Make out the bill of lading and consign as follows:

To:

Name of Exhibitor AND Booth Number

For:

Atlanta Travel & Adventure Show

C/O:

Expo Event Services
285 Andrew Young International Blvd NW
Atlanta, GA 30313

Please read the "Expo Event Services' Limits of Liabilities and Responsibility" for important information on freight handling.

SHIPPING GUIDELINES



Atlanta Travel & Adventure Show

Georgia World Congress Center

October 16 - 17, 2021

Deadline Date
October 6, 2021

Shipping Guidelines

We recommend that you use TS Shipper, a freight team specializing in trade show shipping. Exhibit freight is time-sensitive, and experience counts. If you are in doubt, call Expo Event Services to assist you in planning your shipments. Take advantage of the advance shipping and receiving services provided by TS Shipper.

Please read the "Expo Event Services' Limits of Liability and Responsibility" for important information on shipping.

Shipping Charges Please prepay all shipping charges. Expo Event Services cannot accept or be responsible for collect shipments.

Bill of Lading All shipments must have a bill of lading or delivery slip showing the number of pieces, weight, and type of merchandise. Upon shipping, immediately send copies of bills of lading to Expo Event Services and your on-site representative. Handling charges are based on the weight of the freight. Certified weight receipts are required for all shipments. Expo Event Services will estimate weight for private vehicles without certified weight receipts. Charges will be based on this estimation and no adjustments can be made. Separate mixed van shipments between crated and uncrated and clearly identify the weights of each on the bill of lading. Otherwise, Expo Event Services will invoice the entire load at the Uncrated rate and will be unable to adjust charges later.

Consignment All shipments must be consigned c/o Expo Event Services to enable us to accept them for handling.

Shipping Labels Please use the shipping labels provided to expedite handling.

Certified Weight Receipts The weights of your vehicle empty and loaded must be documented with certified weight receipts for billing purposes. Expo Event Services will unload all shipments after your driver submits certified weight receipts at the receiving site.

Labor and Equipment Labor and equipment for unloading and loading are included with Expo Event Services freight handling rates for services. If your material requires specialized rigging equipment, please notify us promptly so that we can make arrangements. When possible, supply your own rigging equipment with shipments and pre-rig your material.

Empty Labels Shipping cartons will be picked up, stored, and returned after the show if they are affixed with empty labels by the exhibitor. These labels are available at the Service Desk and are for empty storage only.

Outgoing Shipments Shipping information, bills of lading and labels will be available at the Expo Event Services' Service Desk. Exhibitors selecting non-official carriers will own arrangements for pickup.

Labor and Equipment Labor and equipment for unloading and loading are included with Expo Event Services freight handling rates for services. If your material requires specialized rigging equipment, please notify us promptly so that we can make arrangements. When possible, supply your own rigging equipment with shipments and pre-rig your material.

Empty Labels Shipping cartons will be picked up, stored, and returned after the show if they are affixed with empty labels by the exhibitor. These labels are available at the Service Desk and are for empty storage only.

Outgoing Shipments Shipping information, bills of lading and labels will be available at the Expo Event Services Service Desk. Exhibitors selecting non-official carriers will need to make their own arrangements for pickup.

MATERIAL HANDLING ORDER FORM



Atlanta Travel & Adventure Show

Georgia World Congress Center

October 16 - 17, 2021

**Arrival Date On Or Before
September 16 - October 6, 2021**

RETURN TO: Expo Event Services • 1700 York Ave Suite 2T • New York, NY 10128 • Phone (201) 300 - 2782 • Fax (917) 591 - 8316 • Email: orders@expoeventservices.com

COMPANY	EMAIL ADDRESS	BOOTH NUMBER
AUTHORIZED CONTACT SIGNATURE X	AUTHORIZED CONTACT - PLEASE PRINT	DATE

- All shipments must be sent prepaid. Collect shipments will not be accepted. Certified weight packets required for unloading.
- The Advance Warehouse will ONLY accept packaged shipments, including crates, boxes and skids. No loose shipment will be accepted unless the delivering carrier cannot deliver the shipment to the exhibit facility, in which case a 50% surcharge will be added to the warehouse rate.
- Loose, uncrated, or specialized carrier shipments should be sent DIRECTLY to the Convention Facility to arrive AFTER 2:00 PM on the first day of exhibit installation.
- Consignment or delivery of a shipment to Expo Event Services or its subcontractors by an Exhibitor or Shipper on behalf of the Exhibitor will be considered as an acceptance by the Exhibitor of the Freight Terms and Conditions on the front of this page.
- Outbound Bills of Lading must be filled out and turned into the Exhibitor Service Desk if designated carriers are to be used. The Exhibitor must make those arrangements directly with the carrier. If the designated carrier fails to show up in the required time frame, the shipment will be reconsigned to the house carrier. If no return information is provided, freight will be returned to the warehouse and storage charges will be applied.

**ADVANCE RECEIVING/SHIPMENTS VIA TS SHIPPER OR DIRECT TO SHOW SITE VIA TS SHIPPER OR CARRIER OF YOUR CHOICE
(200 lbs Minimum Per Shipment)**

Rates Include: unloading crated freight (the warehouse cannot receive uncrated shipments); storing at warehouse for up to 30 days (any materials stored beyond 30 days will incur additional costs applied to your invoice); reloading onto trucks and delivery to the exhibit site; unloading freight and delivery to your booth; picking up, storing, and returning empty shipping containers; and reloading freight for return to your specified destination from exhibit site. The rate for this service is:

CRATED / SKIDDED / SPECIAL HANDLING	
ST/OT	Per 100 lbs
	\$185.00
OT/OT	\$229.00
	Minimum
	\$370.00
	\$458.00

Rates Do Not Include: TS Shipper Trucking from your facility to the advance receiving warehouse/ to show site

SMALL PACKAGES

SMALL PACKAGE: Cartons and envelopes received without documentation will be delivered without guarantee of piece count or condition. Maximum weight is 50 lbs. per shipment, per delivery. Includes UPS and Federal Express shipments. All shipments received via air carrier that do not fall into the small package category may be subject to special handling charges.

FIRST CARTON	\$95.00	\$ 95.00	First Carton
EACH ADDITIONAL CARTON	\$25.00	\$ _____	Each Additional Carton

CALCULATION OF MATERIAL HANDLING CHARGES

We understand that your calculation is only an estimate. Invoicing will be done from the actual weight. Adjustments will be made accordingly.

We will be shipping:	lbs. @	per 100 lbs., 200 lbs minimum per shipment	\$
----------------------	--------	--	----

We will be shipping approximately	number of pieces.
-----------------------------------	-------------------

Our shipment will be sent to	Exhibit Site	Warehouse on:	via:
------------------------------	--------------	---------------	------

1. Total Estimated Charges	\$
2. 30% Late Arrival Surcharge	\$
3. Excess Declared Value	\$
4. Payment Enclosed	\$

KEY INFORMATION FORM



Atlanta Travel & Adventure Show

Georgia World Congress Center

October 16 - 17, 2021

Deadline Date
October 6, 2021

RETURN TO: Expo Event Services • 1700 York Ave Suite 2T • New York, NY 10128 • Phone (201) 300 - 2782 • Fax (917) 591 - 8316 • Email: orders@expoeventservices.com

COMPANY	EMAIL ADDRESS	BOOTH NUMBER
AUTHORIZED CONTACT SIGNATURE X	AUTHORIZED CONTACT - PLEASE PRINT	DATE

Inbound Freight Information(TS Shipper Shipment(s) Only)

Carrier _____ Shipped By _____ Date _____
Number of Pieces _____ Weight _____ Pro Number _____
Target Date _____ Loose Display _____ Crated Display _____

Shipped To: (Check One) Warehouse Showsite

Set-up Information for Expo Event Services' Installation

Set Up Drawings Attached _____
Set Up Drawings With Exhibit _____
Case/Crate Number _____
Number of Workers required for set up _____
Special Equipment Required _____
Own Carpet Color _____
Padding _____
Approximate time for set up _____

Did You Order —

Electrical	Yes	No	Electrical Under Carpet	Yes	No
Electrical Drawings	Attached		Sent to the Official Electrical Contractor	With the Exhibit	
Booth Cleaning	Yes	No	Other Items	_____	
Furniture	Yes	No		_____	
A/V Furniture	Yes	No		_____	
Telephone	Yes	No		_____	

Outbound Freight Information

Outbound Freight Charges _____
Prepaid Collect
Bill To _____

Consigned To _____
Address _____
City/State/Zip _____
Second Consignee _____
Address _____
City/State/Zip _____
Other _____

Method Common Carrier AirFreight Vanline Other

Carrier (if known) _____
Contact _____ Phone _____

Emergency Contact Information / Showsite Contact

Name _____ Title _____
Telephone _____
Other Means of Contacting This Person _____
Contact's Hotel _____ Arrival _____ Departure _____
Purchasing Authorization Yes No

WAREHOUSE LABEL

SHOW SITE LABEL

RUSH!

RUSH!

EXHIBITION FREIGHT

EXHIBITION FREIGHT

**MUST ARRIVE ON OR BEFORE
SEPTEMBER 16 - OCTOBER 6, 2021**

**MUST ARRIVE
BY OCT 14, 2021 (1PM - 5PM)
OCT 15, 2021 (8AM - 4PM)**

TO: _____
(EXHIBITOR'S NAME)

TO: _____
(EXHIBITOR'S NAME)

C/O: EXPO EVENT SERVICES



C/O: EXPO EVENT SERVICES



TS SHIPPER ADVANCE FREIGHT SERVICE
(advance warehousing is ONLY available if TS shipper is the carrier
and the address will be provided from TS shippers once your transportation arrangements have been finalized)

Georgia World Congress Center
285 Andrew Young International Blvd NW
Atlanta, GA 30313

Booth: _____ Number _____ of _____ Pcs.
Carrier: TS SHIPPER

Booth: _____ Number _____ of _____ Pcs.
Carrier: _____

WAREHOUSE LABEL

SHOW SITE LABEL

RUSH!

RUSH!

EXHIBITION FREIGHT

EXHIBITION FREIGHT

**MUST ARRIVE ON OR BEFORE
SEPTEMBER 16 - OCTOBER 6, 2021**

**MUST ARRIVE
BY OCT 14, 2021 (1PM - 5PM)
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TO: _____
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TO: _____
(EXHIBITOR'S NAME)

C/O: EXPO EVENT SERVICES



C/O: EXPO EVENT SERVICES



TS SHIPPER ADVANCE FREIGHT SERVICE
(advance warehousing is ONLY available if TS shipper is the carrier
and the address will be provided from TS shippers once your transportation arrangements have been finalized)

Georgia World Congress Center
285 Andrew Young International Blvd NW
Atlanta, GA 30313

Booth: _____ Number _____ of _____ Pcs.
Carrier: TS SHIPPER

Booth: _____ Number _____ of _____ Pcs.
Carrier: _____

USE THESE SHIPPING LABELS AS THEY WILL EXPEDITE HANDLING. COPIES OF LABELS ARE ACCEPTABLE IF ADDITIONAL LABELS ARE NEEDED.

WAREHOUSE LABEL

SHOW SITE LABEL

RUSH!

RUSH!

EXHIBITION FREIGHT

EXHIBITION FREIGHT

**MUST ARRIVE ON OR BEFORE
SEPTEMBER 16 - OCTOBER 6, 2021**

**MUST ARRIVE
BY OCT 14, 2021 (1PM - 5PM)
OCT 15, 2021 (8AM - 4PM)**

TO: _____
(EXHIBITOR'S NAME)

TO: _____
(EXHIBITOR'S NAME)

C/O: EXPO EVENT SERVICES  EXPO
EVENT SERVICES

C/O: EXPO EVENT SERVICES  EXPO
EVENT SERVICES

TS SHIPPER ADVANCE FREIGHT SERVICE
(advance warehousing is ONLY available if TS shipper is the carrier
and the address will be provided from TS shippers once your transportation
arrangements have been finalized)

Georgia World Congress Center
285 Andrew Young International Blvd NW
Atlanta, GA 30313

Booth: _____ Number _____ of _____ Pcs.
Carrier: TS SHIPPER

Booth: _____ Number _____ of _____ Pcs.
Carrier: _____

WAREHOUSE LABEL

SHOW SITE LABEL

RUSH!

RUSH!

EXHIBITION FREIGHT

EXHIBITION FREIGHT

**MUST ARRIVE ON OR BEFORE
SEPTEMBER 16 - OCTOBER 6, 2021**

**MUST ARRIVE
BY OCT 14, 2021 (1PM - 5PM)
OCT 15, 2021 (8AM - 4PM)**

TO: _____
(EXHIBITOR'S NAME)

TO: _____
(EXHIBITOR'S NAME)

C/O: EXPO EVENT SERVICES  EXPO
EVENT SERVICES

C/O: EXPO EVENT SERVICES  EXPO
EVENT SERVICES

TS SHIPPER ADVANCE FREIGHT SERVICE
(advance warehousing is ONLY available if TS shipper is the carrier
and the address will be provided from TS shippers once your transportation
arrangements have been finalized)

Georgia World Congress Center
285 Andrew Young International Blvd NW
Atlanta, GA 30313

Booth: _____ Number _____ of _____ Pcs.
Carrier: TS SHIPPER

Booth: _____ Number _____ of _____ Pcs.
Carrier: _____

USE THESE SHIPPING LABELS AS THEY WILL EXPEDITE HANDLING. COPIES OF LABELS ARE ACCEPTABLE IF ADDITIONAL LABELS ARE NEEDED.



Reserve Your Shipment Today with the Official Show Carrier

Fast, Reliable, Secure Trade Show Transportation!



Atlanta, GA
Georgia World CongressCenter
October 16 - 17, 2021



Don't wait for your freight, let your freight wait for you!

TS SHIPPER is the most comprehensive shipping company that directly services the trade show industry.
TS SHIPPER specializes in time sensitive trade show freight, across the country!

Freight Services

- Local Deliveries
- Ground Shipments
- Air Shipments
- Caravan Services
- Storage
- Full Truck Load Services

*** Personal presence at the shows to make sure everything goes smoothly
*** Special discounted Show Rates *** Pre-printed bills of lading and shipping labels

Requesting a shipping quote has never been easier – 3 ways to contact us



EMAIL US AT INFO@TSSHIPPER.COM



CALL US AT 216-566-5953



GO ONLINE AT WWW.TSSHIPPER.COM



1700 York Avenue, Suite 2T, New York, NY 10128
 Phone: (216) 566-5953 Fax: (866) 728-3775

Show Name: _____
 Show Dates: _____
 Venue: _____

CONTACT INFORMATION

COMPANY: _____ CONTACT NAME: _____
 ADDRESS: _____
 PHONE: _____ EMAIL: _____

PICK UP LOCATION

COMPANY NAME: _____ CONTACT NAME: _____
 STREET ADDRESS: _____
 CITY _____ STATE / COUNTRY: _____
 ZIP / POSTAL CODE: _____ PHONE: _____

SHIPPING DESTINATION

COMPANY NAME: _____
 SHOW NAME _____ BOOTH #: _____
 STREET ADDRESS: _____ CITY _____
 STATE / COUNTRY: _____ ZIP / POSTAL CODE: _____
 ONSITE CONTACT: _____ PHONE: _____

TYPE OF SERVICE

Truck Load	Deferred	2 nd Day Air
Overnight Air	Economy / Standard Group	3 rd Day Air

ADDITIONAL SERVICES

Lift Gate	Residential	Inside Pick Up
-----------	-------------	----------------

Declared Value \$ _____ (Declared Value can not exceed \$10,000)

Phone: 216-566-5953

Email: info@tsshipper.com

Quick Quote: Tsshipper.com



1700 York Avenue, Suite 2T, New York, NY 10128
 Phone: (216) 566-5953 Fax: (866) 728-3775

Show Name: _____
 Show Dates: _____
 Venue: _____

SHIPPING INFORMATION

Pickup Date: _____ Pick Up Time: _____ (4 hour window)
 Delivery Date: _____ Delivery Time: _____ (4 hour window)

Number of Pieces	Length	Width	Height	Weight
Hazardous Materials: YES NO			Total Weight:	

ADDITIONAL INFORMATION OR INSTRUCTIONS

For an online Quick Quote, go to www.tsshipper.com
 Send completed form to info@tsshipper.com or fax to
 866-728-3775 For questions call us at 216-566-5953

Phone: 216-566-5953

Email: info@tsshipper.com

Quick Quote: Tsshipper.com



TS SHIPPER OUTBOUND FORM

1700 York Avenue, Suite 2T, New York, NY 10128
Phone: (216) 566-5953 Fax: (866) 728-3775
Email: info@tsshipper.com

Show Name _____

Show Dates _____

Venue _____

Company Name _____

Booth Number _____

OUTBOUND SHIPMENT DETAILS

Company / Business Name		
Street Address		
Show Name (if applicable)	City	State
Contact Name & Number	Zip/Postal Code	

Economy / Deferred (4 - 7 Business Days)

2nd Day

3rd Day

Next Day

Piece Count Estimate _____ Total Weight Estimate _____

Additional Information or Instructions

BOOTH PACKAGE RENTALS



Atlanta Travel & Adventure Show

Georgia World Congress Center

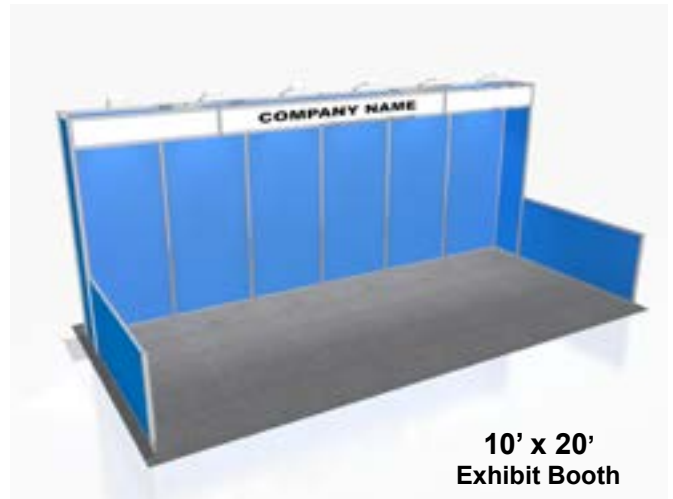
October 16 - 17, 2021

Deadline Date
October 6, 2021

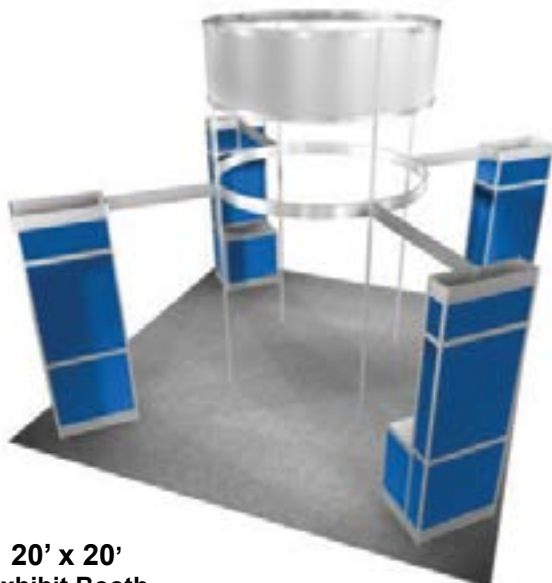
EXPO EVENT SERVICES IS COMMITTED TO MAKING YOUR EXPOSITION EXPERIENCE A SUCCESS. WE OFFER CUSTOM BOOTH AND PAVILLION RENTAL PACKAGES THAT WILL PROMOTE YOUR BRAND, SAVE YOU MONEY AND TIME.



10' x 10'
Exhibit Booth



10' x 20'
Exhibit Booth



20' x 20'
Exhibit Booth

orders@expoeventservices.com

BOOTH PACKAGE ACCESSORIES



Atlanta Travel & Adventure Show

Georgia World Congress Center

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SHELVES / GONDOLAS

	Qty	Price	Total
12" Deep x 1 Meter Straight Shelf	_____	x \$84.00	_____
12" Deep x 1 Meter Angled Shelf	_____	x \$107.00	_____
12" Deep x 1 Meter x 5' One-Sided Gondola	_____	x \$299.00	_____
12" Deep x 1 Meter x 5' Two-Sided Gondola	_____	x \$384.00	_____



CABINETS / COUNTERS

	Qty	Price	Total
1 Meter x 1/2 Meter 36" _____ 42" _____ Panel Color _____	_____	x \$487.00	_____
2 Meter x 1/2 Meter 36" _____ 42" _____ Panel Color _____	_____	x \$683.00	_____
1 Meter Radius 36" _____ 42" _____ Panel Color _____	_____	x \$683.00	_____



LIGHT FIXTURES (Electricity Not Included)

	Qty	Price	Total
Clip On Light (75 watt)	_____	x \$57.00	_____
Stem Light (75 wall halogen)	_____	x \$120.00	_____
Track Light (300 watt)	_____	x \$ 325.00	_____
4' Fluorescent Fixture	_____	x \$82.00	_____
6' Fluorescent Fixture	_____	x \$127.00	_____
8' Fluorescent Fixture	_____	x \$160.00	_____



orders@expoeventservices.com

BOOTH PACKAGE RENTAL ORDER FORM



Atlanta Travel & Adventure Show

Georgia World Congress Center

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October 6, 2021

Basic Package Cost Includes:	Package	Base Rental Rate
Installation & Dismantle	10x10	\$ _____
Carpet w/ Visqueen	10x20	\$ _____
1 Header w/ Company Name	10x30	\$ _____
	20x20	\$ _____

Step 1 + Step 2 = Base Rental Rate

Step 3: Now Pick Your Accessories

Customized Booths in 3 Easy Steps

Step 1: Pick Your Booths Shell Size

10x10
10x20
10x30
20x20

Step 2: Pick Your Standard Carpet Color

Black
Blue
Green
Gray
Red
Burgundy
White

Step 3: Pick Your Accessories

Standard Furniture
& Accessories (Page 38-39)

Special Event & Trade
Show Furnishing (Pages 40-65)

Hard wall Accessories
(Page 28)

List Selection / Qty

List Selection / Qty

List Selection / Qty

The completed Booth Rental Order Form should be emailed to info@expoeventservices.com.

What Happens Next

An Expo Event Services Designer will contact you to review your order, recommend graphic design options and send you a Booth Rental estimate.

SIGNAGE & GRAPHIC ORDER FORM



Atlanta Travel & Adventure Show

Georgia World Congress Center

October 16 - 17, 2021

Deadline Date
October 6, 2021

RETURN TO: Expo Event Services • 1700 York Ave Suite 2T • New York, NY 10128 • Phone (201) 300 - 2782 • Fax (917) 591 - 8316

COMPANY

EMAIL ADDRESS

BOOTH NUMBER

AUTHORIZED CONTACT SIGNATURE

AUTHORIZED CONTACT - PLEASE PRINT

DATE

DIGITAL INKJET SIGNS

Rates based on one color copy, white showcard, 10 words or less

Qty	Size/Description	Discount Price	Standard Price	Total Price
	8.5" x 11"	\$44.00	\$57.00	
	11" x 17"	\$51.00	\$67.00	
	14" x 22"	\$63.00	\$67.00	
	22" x 28"	\$77.00	\$100.00	
	24" x 36"	\$155.00	\$201.00	
	30" x 40"	\$168.00	\$211.00	
	Logo	Quoted upon request	Quoted upon request	
	Banner	Quoted upon request	Quoted upon request	

Background Color: _____ Copy Color: _____

Select Lay-out: Vertical Horizontal

Select Font Style: Corporate Jazzy

Expo Event Services, Inc., can meet any sign or graphic requirements you have. Please contact us at 201.994.1303 if you have any questions or need additional information. **Indicate sign copy Here (please attach additional sign copy if required)**

SUBTOTAL = _____ + TAX @ 8.90% = _____ = TOTAL _____

Payment Authorization Form must accompany order.

Any order received after Discount Deadline will be charged the standard Rates *NO EXCEPTIONS*

Cancellation Policy: All orders are non-refundable once ordered and processed.

GRAPHIC FILE SUBMISSION GUIDELINES



Atlanta Travel & Adventure Show

Georgia World Congress Center

October 16 - 17, 2021

Deadline Date
October 6, 2021

We want your graphics to look their best. We are committed to partnering with you in order to provide the most comprehensive and effective solutions in the trade show industry. In order to produce your graphics at the highest quality and facilitate the transfer of your files to us for production, we are pleased to provide you with this graphic file submission document. Note - the basic cost of graphic production is typically included in your sales quote. Additional prep work on supplied files may require additional fees. Please contact Expo Event Services for details.

File Formats

Program

Adobe Illustrator
Adobe Photoshop
Adobe InDesign
Adobe Acrobat

Preferred File (type)

ai, eps
tiff , psd, jpeg (high quality)
indd (include links)
PDF (press quality setting)

File Transfer Options

Media

Flash Drive
E-mail Attachments
FTP
DropBox

Note

With attached fonts and links
Limited to maximum size 5MB
zip or compression preferred
File sharing

Files obtained from the internet or artwork created in MS Office application (Word, Excel, Power Point, etc.) are often not suitable for high quality output, and typically require additional fees. Artwork should be created to full size - however for larger files i.e. Banner - artwork at 1/4 scale of actual size is acceptable. Scans should be no smaller than 300dpi at 1/4 size. To avoid additional fees associated with these file types, please supply files, at a minimum, two weeks prior to your show.

Vector Artwork

For the best quality in large format printing, artwork should be created and supplied in vector format (.ai or .eps), unless the image is a photo or image file (see bitmap/raster below). Logos and images taken from websites are generally gif's. Gif files are not acceptable as they are low resolution and will NOT print clearly. Artwork which is going to be produced in vinyl - i.e: solid company logo's or text, must be supplied in a vector format (.ai or .eps). Converting bitmap images to vector for vinyl production is a typical issue that may incur additional fees.



EXPO
EVENT SERVICES



EXPO
EVENT SERVICES

gif@400%

.ai / .eps@400%

Bitmap/Raster Artwork

JPEG/TIFF- We accept these formats but the original artwork must be of sufficient high resolution- 300dpi - and to size as needed for print - in order to print at the best quality.

PDF- These are print files only and can NOT be altered or versioned to fit different sizes. Artwork must be set up at the correct proportion and at print ready quality. Make sure images are saved at high resolution (300dpi).



Color Set Up

If your artwork utilizes PANTONE MATCHING SYSTEM (PMS), please supply a Pantone color reference. Note that Pantone colors are matched to the best possible interpretation for the specific output device and material printed on. If you would like us to match existing graphics, please provide hard copy of the graphics for reference. If your artwork utilizes CMYK values, the printer will use those.



Fonts

Convert all fonts into outlines or paths prior to uploading the files. Also please provide ALL FONTS utilized in your files. This is in case we need to edit copy or if some fonts were not converted to paths or outlines.

HANGING SIGNS/BANNERS INFORMATION FORM



Atlanta Travel & Adventure Show

Georgia World Congress Center

October 16 - 17, 2021

*** NON - ELECTRICAL SIGNS & BANNERS ONLY

Deadline Date
October 6, 2021

RETURN TO: Expo Event Services • 1700 York Ave Suite 2T • New York, NY 10128 • Phone (201) 300 - 2782 • Fax (917) 591 - 8316

COMPANY _____ EMAIL ADDRESS _____ BOOTH NUMBER _____

AUTHORIZED CONTACT SIGNATURE _____ AUTHORIZED CONTACT - PLEASE PRINT _____ DATE _____

PLEASE PROVIDE THE FOLLOWING INFORMATION

Regardless of previous usage, an authorized signature is required on the Guarantee of Structural integrity Statement form and the following information is to be completed.

IMPORTANT NOTE

All ceiling rigging must conform to Show Management rules and regulations and facility limitations.
 All overhead rigging/hanging must be assembled, installed and removed by Expo Event Services certified riggers.
 Exhibitors are **REQUIRED** to include hanging/setup instructions and orientation diagrams in advance.
 Electrical signs must be in working order and in accordance with the National Electric Code. Electrical services must be ordered through the electrical service provider (form included in manual).

STRUCTURE DESCRIPTION

Include blue print or drawing containing detailed information so hanging anchor points can be determined.

Type of Material:

Cloth Metal Wood Plastic Truss
 Other: _____

Truss Only:

12" box 20" box Other: _____

Shape of Structure:

Circle Rectangle Square Triangle
 Other: _____

Size (in feet):

_____ (H) x _____ (L) x _____ (W) x _____ (D)
height length width diameter

Additional Notes/Description:

STRUCTURE DESCRIPTION (continued)

Weight of Hanging Structure: _____ lbs
 Any hanging structure that weighs in excess of 100 lbs will require the employment of chain motors.

Are you using chain motor(s)?

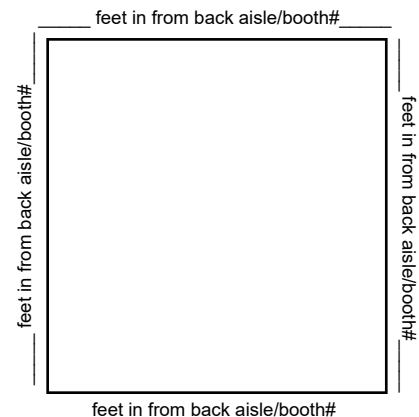
No
 Yes (Quantity: _____)
 Expo Events Provided
 Exhibitor Provided

CHAIN MOTORS				
QTY	ITEM	ADVANCE	STANDARD	TOTAL
	1/2 Ton Chain Motor	\$520.00	\$676.00	
	1 Ton Chain Motor	\$650.00	\$845.00	

- If your hanging structure is 100 lbs or more, please submit a **CERTIFIED WEIGHT BILL** and a **CERTIFIED STRUCTURAL ENGINEERED DRAWING**.
- All truss structures require a **CERTIFIED WEIGHT BILL**.

PLACEMENT DIAGRAM

Provide an overview sketch of how your sign should be hung in your booth in the box below. Place booth dimensions/booth number in the lines provided.



Number of feet from floor to bottom of sign: _____ ft

Would you like your sign centered over your booth?
 Yes No (I will provide an overhead sketch)

HANGING SIGNS/BANNERS ORDER FORM



Atlanta Travel & Adventure Show

Georgia World Congress Center

October 16 - 17, 2021

Deadline Date
October 6, 2021

RETURN TO: Expo Event Services • 1700 York Ave Suite 2T • New York, NY 10128 • Phone (201) 300 - 2782 • Fax (917) 591 - 8316		
COMPANY	EMAIL ADDRESS	BOOTH NUMBER
AUTHORIZED CONTACT SIGNATURE X	AUTHORIZED CONTACT - PLEASE PRINT	DATE

IMPORTANT NOTES

Expo Event Services certified riggers are required to assemble, install and remove all hanging signs to ensure structural integrity. Any signs that are not assembled by approved EES certified riggers are subject to an inspection fee.

Expo Event Services riggers are required to install and remove all hanging truss to ensure structural integrity.

Assembly/disassembly labor rates are per man, per hour with a one (1) hour minimum.

Overhead sign hang rates are per lift and crew, per hour with a one (1) hour minimum.

Expo Event Services will process requests for assembly and rigging in the order they are received and will make attempts to honor all requested start times. Should hanging signor supervision not be present at the time the crew arrives a one (1) hour minimum charge will apply.

Additional charges will apply for any cables, connectors or other rquipment deemed necessary to safely complete the installation of overhead sign or truss system. A EES certified rigger will determine such requirements onsite.

PLEASE INDICATE METHOD OF SUPERVISION YOU REQUIRE:

OK TO PROCEED WITHOUT EXHIBITOR SUPERVISION
 WAIT FOR EXHIBITOR SUPERVISION
 DISPLAY HOUSE TO SUPERVISE

SIGN ASSEMBLY / DISASSEMBLY LABOR

Please indicate who will supervise ASSEMBLY:

EES Supervision
 Exhibitor/Display House Supervision

Please indicate who will supervise DISASSEMBLY:

EES Supervision
 Exhibitor/Display House Supervision

SIGN ASSEMBLY LABOR				
EST TOTAL HOURS	ITEM	ADVANCE	STANDARD	TOTAL
	ST	\$147.00	\$191.00	
	OT	\$242.00	\$315.00	
	Holiday	\$298.00	\$368.00	
EES Supervision: _____ x 30% =				
		(Assembly total)	(\$40.00 minimum)	

SIGN DISASSEMBLY LABOR				
EST TOTAL HOURS	ITEM	ADVANCE	STANDARD	TOTAL
	ST	\$147.00	\$191.00	
	OT	\$242.00	\$315.00	
	Holiday	\$298.00	\$368.00	
EES Supervision: _____ x 30% =				
		(Assembly total)	(\$40.00 minimum)	

Date of Assembly: _____
Requested Start Time: _____

Date of Disassembly: _____
Requested Start Time: _____

OVERHEAD SIGN RIGGING LABOR

RIGGING INSTALLATION				
EST TOTAL HOURS	ITEM	ADVANCE	STANDARD	TOTAL
	ST	\$643.00	\$836.00	
	OT	\$834.00	1,084.00	
	Holiday	\$1,000.00	\$1,301.00	

Date of Assembly: _____
Requested Start Time: _____

RIGGING REMOVAL				
EST TOTAL HOURS	ITEM	ADVANCE	STANDARD	TOTAL
	ST	\$643.00	\$836.00	
	OT	\$834.00	\$1,084.00	
	Holiday	\$1,000.00	\$1,301.00	

Date of Disassembly: _____
Requested Start Time: _____

* There may be an additional charge of \$100.00 per hang point for signage being installed from the "unistrut" ceiling structure.

** In areas of certain convention centers, "high" hang point rigs must be installed prior to anything being hung from the "high" ceiling. If hang point rigs are required, the additional charge will be \$150.00 for each hang point rig. These points are in addition to the quoted rates.

IN-BOOTH FORKLIFT LABOR ORDER FORM



Atlanta Travel & Adventure Show

Georgia World Congress Center

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Deadline Date
October 6, 2021

ST (STRAIGHT TIME): 8:00 AM to 4:30 PM - Monday through Friday
OT (OVERTIME): 4:30 PM to 8:00 AM - Monday through Friday (all day Saturday & Sunday)
DT (DOUBLE TIME): All hours Sunday and all scheduled union holidays

Exhibitors may need to order a forklift and/or rigging crew to assemble displays or to uncrate, unskid, position or re-position equipment or machinery and to re-crate or re-skid that equipment or machinery. The determination of the required crew size will be at the discretion of the official general service contractor.

Please Note: Exhibitor supervision of ALL labor is mandatory. Start times for forklift/rigging crew labor will only be guaranteed when labor is requested for the start time of the work day (8:00am). At the completion of work performed, your company's representative will return with the crew to the Expo Event Service Desk and approve the documented hours on the work order. Cancellation of previously ordered equipment or labor less than 48 hours prior to the start time you have scheduled will result in a one hour forklift and one hour rigger "cancellation fee". If you, the exhibitor, fail to use the forklift/rigger(s) confirmed on this order, a "no-show fee" of one hour per forklift/rigger(s) ordered will be assessed to the credit card you have on file.

LABOR RATES PER HOUR (one hour minimum)

Forklift and Operator	ST	\$253.58	\$316.98
	OT	\$304.21	\$380.26
	DT	\$354.73	\$443.41
Additional Rigger	ST	\$78.58	\$98.23
	OT	\$116.80	\$146.00
	DT	\$157.12	\$196.40

1. Forklift and Operator Installation Estimated Labor

_____	_____	_____	X	_____	X \$	_____	= \$	_____
Date	Start Time	# of Forklifts		# of Hours		Rate		Sub Total

Dismantle Estimated Labor

_____	_____	_____	X	_____	X \$	_____	= \$	_____
Date	Start Time	# of Forklifts		# of Hours		Rate		Sub Total

2. Additional Riggers Installation Estimated Labor

_____	_____	_____	X	_____	X \$	_____	= \$	_____
Date	Start Time	# of Forklifts		# of Hours		Rate		Sub Total

Dismantle Estimated Labor

_____	_____	_____	X	_____	X \$	_____	= \$	_____
Date	Start Time	# of Forklifts		# of Hours		Rate		Sub Total

TOTAL \$ _____

DISPLAY LABOR ORDER FORM



Atlanta Travel & Adventure Show

Georgia World Congress Center

October 16 - 17, 2021

Deadline Date
October 6, 2021

RETURN TO:	Expo Event Services • 1700 York Ave Suite 2T • New York, NY 10128 • Phone (201) 300 - 2782 • Fax (917) 591 - 8316		
COMPANY	EMAIL ADDRESS	BOOTH NUMBER	
AUTHORIZED CONTACT SIGNATURE	AUTHORIZED CONTACT - PLEASE PRINT		DATE
X			

PLEASE COMPLETE THIS FORM FOR ALL DISPLAY LABOR NEEDED.
TO DETERMINE IF YOU NEED DISPLAY LABOR, PLEASE READ THIS FORM CAREFULLY.

1. Display Labor is required for all installation and dismantling of exhibits, including signs and floor covering installation.
2. Exhibitor may unpack and place merchandise.
3. Exhibitor may set up exhibit display if one person can accomplish the task in less than one-half (1/2) hour without the use of tools.

DISPLAY LABOR (One Hour Minimum per Worker)

Starting time can be guaranteed only when labor is requested for the start of the working day at 8 AM. All exhibit labor for 8 AM starting times will be dispatched to booth space. For all other starting times, check in at the labor desk one-half (1/2) hour before time requested. Labor cancelled without a 24 hour notice shall be charged a one (1) hour cancellation fee per worker. If exhibitor fails to use the workers at the time confirmed, a one (1) hour "No Show" charge per worker will apply.

		Rates: per person/per hour	
Labor		Discount Price	Standard Price
Straight Time	8:00 a.m. to 4:30 p.m. Monday through Friday	\$134.00	\$147.00
Over Time	4:30 p.m. to 8:00 a.m. Monday through Friday; all day Saturday	\$220.00	\$242.00
Double Time	Sundays and Holidays	\$270.00	\$297.00

INSTALLATION LABOR

Schedule Date(s)	Schedule Start Time	Schedule End Time	Total # of Hours	Total # of Workers	Labor Rate	Total
						\$
						\$
						\$

EXPO EVENT SERVICES will provide the following service:

1. Unpack and install display labor before exhibitor arrival at show site
 2. Dismantle, pack and arrange to ship display after show closing
- A 30% (\$50.00 minimum) surcharge will be added to the labor rates above for this professional supervision. The minimum charge for labor is one (1) hour per worker. Labor thereafter is charged in half (1/2) hour increments.

GRATUITIES IN

ANY FORM, INCLUDING CASH, GIFTS, OR LABOR HOURS FOR WORK NOT ACTUALLY PERFORMED ARE PROHIBITED BY EXPO EVENT SERVICES. EXPO EVENT SERVICES requires the highest standards of integrity from all employees. All rates are subject to change if necessitated by increased labor and material costs.

DISMANTLE LABOR

Schedule Date(s)	Schedule Start Time	Schedule End Time	Total # of Hours	Total # of Workers	Labor Rate	Total
						\$
						\$
						\$

Please estimate the number of workers and hours per worker needed for installation and dismantling above. Invoice will be calculated according to actual hours worked.

IMPORTANT NOTICE

Your Company is encouraged to carry insurance covering potential injury, damage or loss associated with your display. Expo Event Services will NOT be responsible for injury to display personnel and damage or loss of display materials. In any case, the liability of Expo Event Services is limited to a max of 50% of total labor not to exceed \$1000.00.

DISPLAY LABOR INFORMATION FORM



Atlanta Travel & Adventure Show

Georgia World Congress Center

October 16 - 17, 2021

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October 6, 2021

RETURN TO: Expo Event Services • 1700 York Ave Suite 2T • New York, NY 10128 • Phone (201) 300 - 2782 • Fax (917) 591 - 8316

COMPANY	EMAIL ADDRESS	BOOTH NUMBER
AUTHORIZED CONTACT SIGNATURE X	AUTHORIZED CONTACT - PLEASE PRINT	DATE

**PLEASE COMPLETE THIS FORM FOR ALL DISPLAY LABOR NEEDED.
TO DETERMINE IF YOU NEED DISPLAY LABOR, PLEASE READ THIS FORM CAREFULLY.**

INBOUND SHIPPING INFORMATION

Carrier: _____ Carrier Phone #: _____
Shipped to: Warehouse Show Site From City/St: _____ Date: _____
Total # of: Crates Cartons Fibercases Other: _____

SET-UP INFORMATION

Set-up Plans/Photo: Attached To be sent With Exhibitor In Crate # _____
Carpet: With Exhibit Rented from Expo Event Services Color Size _____
Electric 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: Common Carrier Air Freight Van Line Other: _____
Carrier (If Known): _____
Freight Charges: Prepaid Bill To: _____
Collect _____

Please Note: Expo Events Services will not be responsible for product or literature that is not properly packed and labeled by exhibitor personnel.

Special Instructions/Comments: _____

Emergency Contact:
Name: _____ Phone: _____

STANDARD CARPET ORDER FORM



Atlanta Travel & Adventure Show

Georgia World Congress Center

October 16 - 17, 2021

Deadline Date
October 6, 2021

RETURN TO: Expo Event Services • 1700 York Ave Suite 2T • New York, NY 10128 • Phone (201) 300 - 2782 • Fax (917) 591 - 8316

COMPANY _____ EMAIL ADDRESS _____ BOOTH NUMBER _____

AUTHORIZED CONTACT SIGNATURE _____ AUTHORIZED CONTACT - PLEASE PRINT _____ DATE _____

STANDARD CARPET



Qty	Item	Discount	Standard	Total
	10' x 10' Booth Carpet	\$213.00	\$277.00	
	10' x 20' Booth Carpet	\$426.00	\$553.00	
	10' x 30' Booth Carpet	\$638.00	\$830.00	

Standard Cut

Standard carpet pricing includes delivery, installation, carpet tape, carpet removal and all carpet material handling fees. Foam carpet padding and Visqueen covering are available for an additional minimal fee. Colors available in both 16oz. and 28 oz.. Colors may vary from the samples swatches listed

CUSTOM CARPET



Qty	Item	Discount	Standard	Total
	Carpet Cut Carpet	\$4.70 sq.ft.	\$6.10 sq.ft.	
Booth Size: Length _____ ft. x Width _____ ft. = _____ sq.ft.				

Custom Cut

Custom carpet pricing includes delivery, installation, carpet tape, visqueen and carpet removal. Colors available in both 16oz. and 28 oz.. Colors may vary from the samples swatches listed

PADDING

Qty	Item	Discount	Standard	Total
	Custom Padding - 1/2"	\$2.00 sq.ft.	\$2.50 sq.ft.	
Booth Size: Length _____ ft. x Width _____ ft. = _____ sq.ft.				

SUBTOTAL = _____ + TAX @ 8.90% = _____ = TOTAL _____

Payment Authorization Form must accompany order.

Any order received after Discount Deadline will be charged the Standard Rates *NO EXCEPTIONS*

Cancellation Policy: Any Standard Carpet cancelled will be charged 50% after move-in begins and 100% after installation. Custom Cut Carpet orders are non-refundable 2 weeks prior to move-in.

STANDARD FURNITURE

Atlanta Travel & Adventure Show

Georgia World Congress Center

October 16 - 17, 2021

Deadline Date
October 6, 2021

Chairs



Upholstered
Side Chair



Upholstered
Tall Stool

Pedestal Tables



30" High Black
Table



42" High Black
Table

Draped & Undraped Tables



Accessories



Chrome Easel



Retractable Stanchion



Wastebasket

STANDARD FURNITURE & ACCESSORIES ORDER FORM



Atlanta Travel & Adventure Show

Georgia World Congress Center

October 16 - 17, 2021

Deadline Date
October 6, 2021

RETURN TO: Expo Event Services • 1700 York Ave Suite 2T • New York, NY 10128 • Phone (201) 300 - 2782 • Fax (917) 591 - 8316

COMPANY

EMAIL ADDRESS

BOOTH NUMBER

AUTHORIZED CONTACT SIGNATURE

AUTHORIZED CONTACT - PLEASE PRINT

DATE

	Qty	Item	Discount Price	Standard Price	Color	Total Price
CHAIRS		Upholstered Chair	\$91.00	\$118.00	N/A	
		Tall Black Stool	\$116.00	\$150.00	N/A	
UNDRAPED TABLES		4' x 24" x 30" Undraped Table	\$84.00	\$109.00	N/A	
		6' x 24" x 30" Undraped Table	\$92.00	\$120.00	N/A	
		8' x 24" x 30" Undraped Table	\$105.00	\$137.00	N/A	
UNDRAPED COUNTERS		4' x 24" x 42" Undraped Counter	\$92.00	\$120.00	N/A	
		6' x 24" x 42" Undraped Counter	\$103.00	\$134.00	N/A	
		8' x 24" x 42" Undraped Counter	\$112.00	\$146.00	N/A	
DRAPED TABLES	Drape Table Colors: Black, Blue, Burgundy, Green, Gray, Red, White					
		4' x 24" x 30" High Draped Table	\$150.00	\$195.00		
		6' x 24" x 30" High Draped Table	\$168.00	\$219.00		
		8' x 24" x 30" High Draped Table	\$190.00	\$247.00		
		4th side Draped – 30"	\$64.00	\$83.00		
DRAPED COUNTERS	Drape Counter Colors: Black, Blue, Burgundy, Green, Gray, Red, White					
		4' x 24" x 42" High Draped Counter	\$169.00	\$220.00		
		6' x 24" x 42" High Draped Counter	\$196.00	\$255.00		
		8' x 24" x 42" High Draped Counter	\$224.00	\$291.00		
		4th side Draped – 42"	\$78.00	\$101.00		
DRAPE	Drape Counter Colors: Black, Blue, Burgundy, Green, Gray, Red, White					
		3' High Banjo Drape (4 ft. min. order)	\$19.00 /ft	\$24.00 /ft		
		8' High Banjo Drape (4 ft. min. order)	\$21.00 /ft	\$28.00 /ft		
PEDESTAL TABLES		30" x 30" High Pedestal Table	\$245.00	\$318.00	N/A	
		30" x 42" High Pedestal Table	\$278.00	\$361.00	N/A	
ACCESSORIES		Chrome Easel	\$59.00	\$77.00	N/A	
		Wastebasket	\$39.00	\$50.00	N/A	
		Retractable Stanchion	\$144.00	\$187.00	N/A	
		Coat Tree	\$59.00	\$77.00	N/A	

SUBTOTAL = _____ + TAX @ 8.90% = _____ = TOTAL _____

Payment Authorization Form must accompany order.

Any order received after Discount Deadline will be charged the Standard Rates *NO EXCEPTIONS*

Cancellation Policy: Items cancelled after move-in begins will result in a 50% re-stocking fee. There will be no refund for items called after installation. NO EXCEPTIONS.

PLEXI SHIELDS & DIVIDER WALLS



Atlanta Travel & Adventure Show

Georgia World Congress Center

October 16 - 17, 2021

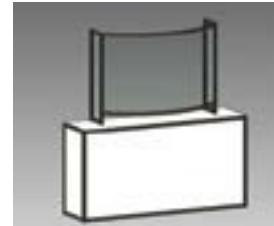
Deadline Date
October 6, 2021



1A



1B



1C

PLEXI SHIELDS

Description

Description	Discount	Standard	Qty.	Total
1A: 36" Self-Standing Standard Plexi Shield	\$305.00	\$355.00	_____	_____
1B: 44" Plexi Shield (counter not included)	\$380.00	\$440.00	_____	_____
1C: 56" Curved Plexi Shield (counter not included)	\$305.00	\$355.00	_____	_____

COMPLETE THE PACKAGE!

Description

Description	Discount	Standard	Qty.	Total
1B: Plexi Shield and Counter	\$600.00	\$685.00	_____	_____
1C: Curved Plexi Shield and Counter	\$700.00	\$805.00	_____	_____

Interested in adding custom graphics to your counter? Please see our options on Counter Options Page.



D1



D2



D3



D4

WALLS AND DIVIDERS

Description

Description	Discount	Standard	Qty.	Total
D1: Large Divider Wall (79" x 96")	\$475.00	\$550.00	_____	_____
D2: Plexi/Solid Wall Divider (39" x 96")	\$325.00	\$375.00	_____	_____
D3: Solid Wall Divider (39" x 96")	\$275.00	\$325.00	_____	_____
D4: Rolling/Clear Plexi Wall (39" x 96")	\$600.00	\$750.00	_____	_____



SANITIZER KIOSK

Description

Description	Discount	Standard	Qty.	Total
SK: Sanitizer Kiosk (graphics Included)	\$375.00	\$425.00	_____	_____

(Actual model may vary)

Company Name: _____ Booth#: _____ Order Total: _____

YES, I have completed and enclosed the Credit Card Authorization and Agreement Form and I understand that all orders are subject to State Sales Tax.

Special Event & Trade Show Furnishings



**Deadline Date
October 6, 2021**

Oliver



Oliver Sofa
90"W x 34"D x 34"H
Trade Show Price: \$777.00



Oliver Chair
37"W x 34"D x 34"H
Trade Show Price: \$462.00

Bianca



Bianca Stage Chair
26"W x 26"D x 37"H
Trade Show Price: \$245.00

Madison



Madison Sofa
86"W x 34"D x 34"H
Trade Show Price: \$641.00



Madison Chair
33"W x 34"D x 34"H
Trade Show Price: \$373.00



Madison Bench Sky
48"W x 24"D x 17"H
Trade Show Price: \$263.00



Madison Ottoman
Willow
24"Square x 17"H
Trade Show Price: \$168.00



Madison Ottoman
Sand Dollar
24"Square x 17"H
Trade Show Price: \$168.00



Madison Ottoman
Apricot
24"Square x 17"H
Trade Show Price: \$168.00



Madison Ottoman
Sunflower
24"Square x 17"H
Trade Show Price: \$168.00

Monaco



Monaco Sofa
84"W x 35"D x 34"H
Trade Show Price: \$830.00



Monaco Chair
36"W x 35"D x 34"H
Trade Show Price: \$515.00



Monaco Ottoman
48"W x 24"D x 17"H
Trade Show Price: \$300.00

Special Event & Trade Show Furnishings



Jade



Jade Sofa
82"W x 36"D x 34"H
Trade Show Price: \$641.00



Jade Chair
32"W x 36"D x 24"H
Trade Show Price: \$373.00



Jade Bench Ottoman
48"W x 24"D x 19"H
Trade Show Price: \$284.00

Deadline Date
October 6, 2021

Nob Hill



Nob Hill Sofa
75"W x 35"D x 31"H
Trade Show Price: \$567.00



Nob Hill Loveseat
63"W x 34"D x 31"H
Trade Show Price: \$462.00



Nob Hill Chair
42"W x 35"D x 31"H
Trade Show Price: \$336.00

Chandler



Chandler Sofa
76"W x 37"D x 35"H
Trade Show Price: \$552.00



Chandler Loveseat
53"W x 37"D x 35"H
Trade Show Price: \$531.00



Chandler Chair
31"W x 7"D x 35"H
Trade Show Price: \$415.00



Chandler Bench Ottoman
60"W x 24"D x 17"H
Trade Show Price: \$284.00

Regale



Regale Sofa
78"W x 35"D x 39"H
Trade Show Price: \$777.00



Regale Chaise
26"W x 73"D x 39"H
Trade Show Price: \$672.00



Regale Chair
24"W x 22"D x 40"H
Trade Show Price: \$336.00



Regale Bench Ottoman
48"W x 24"D x 18"H
Trade Show Price: \$336.00

**Deadline Date
October 6, 2021**

Parma



Parma Sofa
79"W x 37"D x 36"H
Trade Show Price: \$552.00



Parma Loveseat
56"W x 37"D x 36"H
Trade Show Price: \$531.00



Parma Chair
33"W x 37"D x 36"H
Trade Show Price: \$415.00



Parma Bench Ottoman
60"W x 24"D x 17"H
Trade Show Price: \$284.00

Winston



Winston Sofa
93"W x 39"D x 34"H
Trade Show Price: \$777.00



Winston Chair
47"W x 38"D x 33"H
Trade Show Price: \$447.00



Winston Ottoman
48"W x 25"D x 16"H
Trade Show Price: \$284.00

Chateau



Chateau Sofa
82"W x 35"D x 36"H
Trade Show Price: \$777.00



Dijon Chair
24"W x 29"D x 35"H
Trade Show Price: \$336.00



Elan Chair
30"W x 29"D x 37"H
Trade Show Price: \$336.00



Marteen Chair
23"Square x 40"H
Trade Show Price: \$336.00

Imperial



Imperial Sofa
82"W x 36"D x 36"H
Trade Show Price: \$483.00



Imperial Chair
28"W x 36"D x 36"H
Trade Show Price: \$284.00



Imperial Bench
48"W x 21"D x 18"H
Trade Show Price: \$221.00

Tangerine

**Deadline Date
October 6, 2021**



Tangerine Sofa
84"W x 36"D x 33"H
Trade Show Price: \$483.00



Tangerine Chair
40"W x 36"D x 33"H
Trade Show Price: \$342.00



Tangerine Ottoman
31"W x 25"D x 20"H
Trade Show Price: \$179.00



Tangerine Bench
62"W x 24"D x 18"H
Trade Show Price: \$221.00

Grass



Grass Loveseat
49"W x 32"D x 48"H
Trade Show Price: \$662.00



Grass Bench
48"W x 21"D x 18"H
Trade Show Price: \$457.00



Use the built-in shelf to
add your own décor.

Costa



Costa Sofa
83"W x 36"D x 27"H
Trade Show Price: \$693.00



Costa Chair
38"W x 35"D x 26"H
Trade Show Price: \$373.00



Costa Cocktail Table
41"W x 26"D x 15"H
Trade Show Price: \$216.00



Suave Midnight



Suave Midnight Sofa
77"W x 36"D x 33"H
Trade Show Price: \$483.00



Suave Midnight Loveseat
54"W x 36"D x 33"H
Trade Show Price: \$420.00



Suave Midnight Chair
32"W x 36"D x 33"H
Trade Show Price: \$315.00



Suave Midnight Ottoman
31"W x 25"D x 20"H
Trade Show Price: \$179.00

**Deadline Date
October 6, 2021**

Bella Chocolate



Bella Chocolate Sofa
84"W x 38"D x 34"H
Trade Show Price: \$483.00



Bella Chocolate Loveseat
61"W x 38"D x 34"H
Trade Show Price: \$420.00



Bella Chocolate Chair
38"Square x 34"H
Trade Show Price: \$315.00

Montana Mocha



Montana Mocha Sofa
79"W x 35"D x 34"H
Trade Show Price: \$520.00



Montana Mocha Loveseat
57"W x 35"D x 34"H
Trade Show Price: \$457.00



Montana Mocha Chair
35"Square x 34"H
Trade Show Price: \$352.00

Boca



Boca Armless Chair -
Charged* ⚡
22"W x 27"D x 30"H
Trade Show Price: \$389.00



Boca Corner -
Charged* ⚡
27"Square x 30"H
Trade Show Price: \$420.00



Boca Armless Chair -
Black
22"W x 27"D x 30"H
Trade Show Price: \$342.00



Boca Corner -
Black
27"Square x 30"H
Trade Show Price: \$368.00

Special Event & Trade Show Furnishings



Niko



Niko Sofa
81"W x 30"D x 38"H
Trade Show Price: \$683.00



Niko Loveseat
58"W x 30"D x 38"H
Trade Show Price: \$625.00



Niko Chair
31"W x 30"D x 38"H
Trade Show Price: \$520.00

**Deadline Date
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Grammercy



Grammercy Sofa
82"W x 36"D x 36"H
Trade Show Price: \$615.00



Grammercy Loveseat
57"W x 36"D x 36"H
Trade Show Price: \$536.00



Grammercy Chair
28"W x 36"D x 36"H
Trade Show Price: \$342.00



Grammercy Corner
36"Square x 36"H
Trade Show Price: \$375.00



Grammercy Bench
60"W x 24"D x 17"H
Trade Show Price: \$284.00



Grammercy Square
Ottoman
40"Square x 17"H
Trade Show Price: \$284.00



Grammercy Round
Ottoman
46"Round x 17"H
Trade Show Price: \$284.00



Grammercy Chaise
63"W x 28"D x 36"H
Trade Show Price: \$435.00

Metro



Metro Sofa
85"W x 35"D x 35"H
Trade Show Price: \$552.00



Metro Loveseat
60"W x 35"D x 35"H
Trade Show Price: \$531.00



Metro Chair
35"Square x 35"H
Trade Show Price: \$415.00



Metro Cube
18"Square x 18"H
Trade Show Price: \$111.00



Metro Bench
60"W x 24"D x 17"H
Trade Show Price: \$284.00



Metro Square
Ottoman
40"Square x 17"H
Trade Show Price: \$284.00

Special Event & Trade Show Furnishings



**Deadline Date
October 6, 2021**

Plaza



Plaza Sofa
86"W x 38"D x 30"H
Trade Show Price: \$777.00



Plaza Chaise
74"W x 28"D x 32"H
Trade Show Price: \$615.00



Plaza Chair
56"W x 38"D x 30"H
Trade Show Price: \$447.00

Continental



Continental Curved
Loveseat
82"W x 34"D x 31"H
Trade Show Price: \$662.00



Continental Reverse
Curved Loveseat
72"W x 34"D x 31"H
Trade Show Price: \$641.00



Continental Wedge
Ottoman
30"W x 34"D x 19"H
Trade Show Price: \$284.00



Continental Curved Bench
70"W x 26"D x 19"H
Trade Show Price: \$336.00



Continental Half Moon
Ottoman
33"W x 19"D x 19"H
Trade Show Price: \$284.00

Whisper



Whisper Sofa
87"W x 37"D x 35"H
Trade Show Price: \$641.00



Whisper Loveseat
61"W x 37"D x 35"H
Trade Show Price: \$615.00



Whisper Chair
35"W x 37"D x 35"H
Trade Show Price: \$510.00



Whisper Bench
60"W x 24"D x 17"H
Trade Show Price: \$284.00



Whisper Square Ottoman
40"Square x 17"H
Trade Show Price: \$284.00



Whisper Round Ottoman
46"Round x 17"H
Trade Show Price: \$284.00



Whisper Cube
18"Square x 18"H
Trade Show Price: \$111.00

Special Event & Trade Show Furnishings



**Deadline Date
October 6, 2021**

Function



Function Armless Chair
28"Square x 29"H
Trade Show Price: \$342.00



Function Corner
28"Square x 29"H
Trade Show Price: \$368.00

Blanc



Blanc Sofa
75"W x 35"D x 35"H
Trade Show Price: \$672.00



Blanc Loveseat
54"W x 35"D x 35"H
Trade Show Price: \$641.00



Blanc Chair
33"W x 35"D x 35"H
Trade Show Price: \$536.00



Blanc Bench Ottoman
48"W x 24"D x 18"H
Trade Show Price: \$321.00



Blanc Cube
17"Square x 17"H
Trade Show Price: \$111.00

Stage Chairs



Monarch Bright White
Chair
28"Square x 30"H
Trade Show Price: \$420.00



Empire Chair Black
28"W x 32"D x 32"H
● ○
Trade Show Price: \$368.00



Ibiza Chair White
31"W x 35"D x 32"H
○ ●
Trade Show Price: \$510.00



Jumangi Chair
29"W x 33"D x 34"H
Trade Show Price: \$336.00



Chamois Stage Chair
25"W x 26"D x 37"H
Trade Show Price: \$205.00



Buckskin Stage Chair
25"W x 26"D x 37"H
Trade Show Price: \$205.00



Midnight Stage Chair
25"W x 26"D x 37"H
Trade Show Price: \$205.00



Tulip Chair
27"W x 26"D x 35"H
Trade Show Price: \$221.00

Special Event & Trade Show Furnishings

Cubes, Ottomans & Benches

**Deadline Date
October 6, 2021**



EXPO
EVENT SERVICES



Vinyl Cube Ottomans
18"Square x 18"H
From left to right: White Leather, Black Leather, Red Vinyl, Green Vinyl, Blue Vinyl, Purple Vinyl
Trade Show Price: \$111.00



Regency Cube Ottomans
18"Square x 18"H
From left to right: Orange Fabric, Teal Fabric, Ruby Fabric, Camel Fabric, Apple Fabric, Fuchsia Fabric
Trade Show Price: \$111.00



Udder Madness Cube Ottoman
18"Square x 18"H
Trade Show Price: \$111.00



Zambia Cube Ottoman
18"Square x 18"H
Trade Show Price: \$111.00



Evoke Cube
18"Square x 18"H
Trade Show Price: \$179.00



Whisper Cube
18"Square x 18"H
Trade Show Price: \$111.00



Metro Cube
18"Square x 18"H
Trade Show Price: \$111.00



Blanc Cube
17"Square x 17"H
Trade Show Price: \$111.00



Madison Ottoman
Sand Dollar
24"Square x 17"H
Trade Show Price: \$168.00



Madison Ottoman
Apricot
24"Square x 17"H
Trade Show Price: \$168.00



Madison Ottoman
Sunflower
24"Square x 17"H
Trade Show Price: \$168.00



Madison Ottoman
Willow
24"Square x 17"H
Trade Show Price: \$168.00

Round Ottomans & Banquettes



Grammercy Round Ottoman
46"Round x 17"H

Trade Show Price: \$284.00



Crystal Round Ottoman
43"Round x 20"H

Trade Show Price: \$447.00



Essentials Turning Bed
96"W x 48"D x 34"H

Trade Show Price:
\$777.00 without top
\$1,003.00 with top



Essentials Turning Bed
- Charged ⚡
96"W x 48"D x 25"H

Trade Show Price: \$1,113.00



1/4 Round Ottoman
34"W x 19"D x 17"H

Trade Show Price: \$174.00



Essentials Banquette
60"Round x 48"H
(2 Pieces)

Trade Show Price:
\$615.00 without top
\$835.00 with top



Grammercy Banquette
59"Round x 38"H
(2 Pieces)

Trade Show Price: \$835.00



Whisper Banquette
59"Round x 38"H
(2 Pieces)

Trade Show Price: \$835.00



Special Event & Trade Show Furnishings



**Deadline Date
October 6, 2021**

Occasional Tables



Greystone Cocktail Table
50"W x 30"D x 17"H
Trade Show Price: \$242.00



Greystone End Table
22"W x 22"D x 23"H
Trade Show Price: \$216.00



Greystone Console Table
50"W x 16"D x 29"H
Trade Show Price: \$263.00



Eden Accent Table - Large
14"Square x 28"H
Trade Show Price: \$174.00



Eden Accent Table - Small
14"Square x 18"H
Trade Show Price: \$158.00



Quasar Cocktail Table
39.5"Round x 16.5"H
Trade Show Price: \$242.00



Quasar End Table
17"Round x 22"H
Trade Show Price: \$216.00



Pentagram Cocktail Table
39.5"Round x 13.5"H
Trade Show Price: \$242.00



Pentagram End Table
20"Round x 22"H
Trade Show Price: \$216.00



Azaria Accent Table
16"Round x 18"H
Trade Show Price: \$221.00



Oyster Accent Table
16"Round x 18"H
Trade Show Price: \$221.00



Porto Accent Table
16"Round x 18" H
Trade Show Price: \$221.00



Fuze Cocktail Table
40"Square x 16"H
Trade Show Price: \$242.00



Fuze End Table
24"Square x 23"H
Trade Show Price: \$216.00



Fuze Console Table
60"W x 16"D x 34"H
Trade Show Price: \$263.00



Fuze Pedestal
16"Square x 44"H
Trade Show Price: \$226.00

Occasional Tables



Phoebe Table
Rose
17"Round x 22"H
Trade Show Price: \$132.00



Phoebe Table
Teal
17"Round x 22"H
Trade Show Price: \$132.00



Phoebe Table Lime
Green
17"Round x 22"H
Trade Show Price: \$132.00



Phoebe Table
Gold
17"Round x 22"H
Trade Show Price: \$132.00



Phoebe Table
Yellow
17"Round x 22"H
Trade Show Price: \$132.00



Phoebe Table
Hazelnut
17"Round x 22"H
Trade Show Price: \$132.00



Mon End Table
18"Round x 24"H
Trade Show Price: \$142.00



Java Accent Table
20"Round x 24"H
Trade Show Price: \$184.00



Woodland Small
Pedestal
12"Square x 20"H
Trade Show Price: \$142.00



Woodland Medium
Pedestal
12"Square x 28"H
Trade Show Price: \$153.00



Woodland Large
Pedestal
12"Square x 37"H
Trade Show Price: \$168.00



Hex Table
18"Round x 20"H
Trade Show Price: \$221.00



Rose Table
17"Round x 17"H
Trade Show Price: \$221.00



Zanzibar Table
17"Square
Trade Show Price: \$221.00



Gold Leaf Table*
20"W x 18"D x 17"H
Trade Show Price: N/A
*special event exclusive



Costa Cocktail Table
41"W x 26"D x 15"H
Trade Show Price: \$216.00



Broadway End Table
28"Square x 25"H
Trade Show Price: \$221.00



Broadway Cocktail Table
52"W x 26"D x 20"H
Trade Show Price: \$252.00



Evoke Cocktail Table
48"W x 24"D x 18"H
Trade Show Price: \$284.00



Evoke End Table
24"W x 28"D x 25"H
Trade Show Price: \$252.00

**Deadline Date
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Occasional Tables



Brooklyn Round End Table
20"Round x 20"H
Trade Show Price: \$184.00

Brooklyn Round Cocktail Table
30"Round x 16"H
Trade Show Price: \$205.00



Brooklyn Square End Table
22"W x 22"D x 20"H
Trade Show Price: \$184.00

Brooklyn Rect. Cocktail Table
42"W x 24"D x 16"H
Trade Show Price: \$205.00



Novel End Table
15"Square x 16"H
Trade Show Price: \$252.00

Novel Cocktail Table
46"W x 15"D x 16"H
Trade Show Price: \$284.00



Civic End Table
20"Square x 18"H
Trade Show Price: \$205.00

Civic Cocktail Table
44"W x 24"D x 15"H
Trade Show Price: \$242.00



Tribeca End Table
24"W x 28"D x 22"H
Trade Show Price: \$200.00

Tribeca Cocktail Table
48"W x 28"D x 19"H
Trade Show Price: \$210.00

Tribeca Console Table
48"W x 18"D x 30"H
Trade Show Price: \$221.00



Harmony End Table
24"Round x 22"H
Trade Show Price: \$200.00

Harmony Cocktail Table
51"W x 28"D x 18"H
Trade Show Price: \$210.00

Harmony Console Table
52"W x 18"D x 30"H
Trade Show Price \$221.00



Vivid End Table
26"Square x 21"H
Trade Show Price: \$200.00

Vivid Cocktail Table
50"W x 24"D x 16"H
Trade Show Price: \$210.00

Vivid Console Table
50"W x 24"D x 30"H
Trade Show Price \$221.00



Club End Table
22"Square x 18"H
Trade Show Price: \$252.00

Club Cocktail Table
44"W x 22"D x 18"H
Trade Show Price: \$284.00
Includes built in Wireless LED Lighting



White Cube End Table
24"Square x 21"H
Trade Show Price: \$205.00


White Cube Cocktail Table
24"Square x 16"H
Trade Show Price: \$200.00



Black Cube End Table
24"Square x 21"H
Trade Show Price: \$205.00

Black Cube Cocktail Table
24"Square x 16"H
Trade Show Price: \$200.00



Aspen Cocktail Table
Charged 
48"W x 24"D x 18"H
Trade Show Price: \$368.00



Hylton Tablet Table
18"W x 12"D x 28"H
Trade Show Price: \$179.00

**Deadline Date
October 6, 2021**

Dining Tables



Brio Dining Table
96"W x 48"D x 30"H
Trade Show Price: \$641.00



Brooklyn Rectangle Dining Table
60"W x 36"D x 30"H
Trade Show Price: \$410.00



Brooklyn Round Dining Table
42"Round x 30"H
Trade Show Price: \$321.00



Tahoe Dining Table
96"W x 48"D x 30"H
Trade Show Price: \$725.00



Element Dining Table
79"W x 39"D x 30"H
Trade Show Price: \$489.00



Java Dining Table
42"Round x 30"H
Trade Show Price: \$342.00



Aspen Dining Table
72"W x 30"D x 30"H
Trade Show Price: \$478.00



Vermont Table
96"W x 48"D x 30"H
Trade Show Price: \$615.00



Club Dining Table
72"W x 36"D x 30"H
Trade Show Price: \$662.00
Includes built in Wireless LED Lighting

Café Tables



Fuze Cafe Table
36"Square x 30"H
Trade Show Price: \$221.00
Available in Black or Chrome Base



Vivid Square Café Table
42"Square x 30"H
Trade Show Price: \$342.00



Vivid Rectangle Café Table
60"W x 36"D x 30"H
Trade Show Price: \$394.00



6' Rectangle Café Table
72"W x 24"D x 29"H
Trade Show Price: \$310.00
Available in Black or Chrome Base

**Deadline Date
October 6, 2021**

Café Tables



Spectrum Café Table Green
24"Square x 29"H
Trade Show Price: \$216.00
Available in Black or Chrome Base



Spectrum Café Table Blue
24"Square x 29"H
Trade Show Price: \$216.00
Available in Black or Chrome Base



Spectrum Café Table Purple
24"Square x 29"H
Trade Show Price: \$216.00
Available in Black or Chrome Base



Spectrum Café Table Red
24"Square x 29"H
Trade Show Price: \$216.00
Available in Black or Chrome Base



24"Square Cafe Table
24"Square x 29"H
Trade Show Price: \$200.00
Available in Black or Chrome Base



Café Table - Chrome Base
30"Round x 30"H
36"Round x 30"H
Trade Show Price:
\$200.00 (30")
\$205.00 (36")
Available in Black, Maple &
White Tops



Café Table - Black Base
30"Round x 30"H
36"Round x 30"H
Trade Show Price:
\$200.00 (30")
\$205.00 (36")
Available in Black, Maple &
White Tops



32" Walnut Cafe Table
32"Round x 30"H
Trade Show Price: \$284.00
Available with chrome or black
base

Café Chairs



Clara Chair
18"W x 21"D x 34"H
Trade Show Price: \$126.00



Nexus Chair
19"W x 22"D x 32"H
Trade Show Price: \$132.00



Regal Dining Chair
19"W x 23"D x 38"H
Trade Show Price: \$158.00



Elio Chair
17"Square x 33"H
Trade Show Price: \$111.00



Vienna Chair Orange
21"Square x 32"H
Trade Show Price: \$132.00



Vienna Chair Teal
21"Square x 32"H
Trade Show Price: \$132.00



Vienna Chair
Smoked Grey
21"Square x 32"H
Trade Show Price: \$132.00



Escape Chair
17"W x 16"D x 32"H
Trade Show Price: \$111.00

**Deadline Date
October 6, 2021**

Café Chair s



Silk Back Armless Chair
Red
17"W x 18"D x 34"H
Trade Show Price: \$111.00



Silk Back Armless Chair
Blue
17"W x 18"D x 34"H
Trade Show Price: \$111.00



Silk Back Armless Chair
Purple
17"W x 18"D x 34"H
Trade Show Price: \$111.00



Silk Back Armless Chair
Green
17"W x 18"D x 34"H
Trade Show Price: \$111.00



Silk Back Armless Chair
Black
17"W x 18"D x 34"H
Trade Show Price: \$111.00



Silk Back Armless Chair
White
17"W x 18"D x 34"H
Trade Show Price: \$111.00



Leslie Chair
17"W x 21"D x 31"H
Trade Show Price: \$100.00



Ghost Chair
21"W x 16"D x 36"H
Trade Show Price: \$126.00



Caprice Chair
25"W x 24"D x 32"H
Trade Show Price: \$111.00



Sonic Chair
20"W x 21"D x 32"H
Trade Show Price: \$111.00



Criss Cross Chair White
17"W x 21"D x 35"H
Trade Show Price: \$126.00



Criss Cross Chair Espresso
17"W x 21"D x 35"H
Trade Show Price: \$126.00



**Deadline Date
October 6, 2021**

Bar Tables



Bar Table - Chrome Base
30"Round x 42"H
36"Round x 42"H
Trade Show Price:
\$200.00 (30")
\$205.00 (36")
Available in Black, Maple &
White Tops



Bar Table - Black Base
30"Round x 42"H
36"Round x 42"H
Trade Show Price:
\$200.00 (30")
\$205.00 (36")
Available in Black, Maple &
White Tops



Bar Table - Tulip Base
30"Round x 42"H
Trade Show Price: \$231.00
Available in Black, Maple &
White Tops



32" Walnut Bar Table
32"Round x 42"H
Chrome/Black Base
Trade Show Price: \$284.00
Tulip Base
Trade Show Price: \$315.00



Bar Stools

**Deadline Date
October 6, 2021**



Clara Stool
17"W x 21"D x 41"H
Trade Show Price: \$189.00



Nexus Stool
19"W x 20"D x 44" H
Trade Show Price: \$163.00



Hourglass Stool - Black
18"W x 20"D x 43"H
Trade Show Price: \$195.00



Hourglass Stool - White
18"W x 20"D x 43"H
Trade Show Price: \$195.00



Euro Stool
21"W x 23"D x 44"H
Trade Show Price: \$179.00



Eclipse Stool*
18"Square x 30"H
Trade Show Price: N/A
*special event exclusive



Ghost Stool
18"Square x 30"H
Trade Show Price: \$179.00



Caprice Stool
25"W x 26"D x 44"H
Trade Show Price: \$195.00



Silk Back Stool Green
17"W x 18"D x 42"H
Trade Show Price: \$179.00



Silk Back Stool Red
17"W x 18"D x 42"H
Trade Show Price: \$179.00



Silk Back Stool Blue
17"W x 18"D x 42"H
Trade Show Price: \$179.00



Silk Back Stool Purple
17"W x 18"D x 42"H
Trade Show Price: \$179.00



Silk Back Stool White
17"W x 18"D x 42"H
Trade Show Price: \$179.00



Silk Back Stool Black
17"W x 18"D x 42"H
Trade Show Price: \$179.00



Equino Stool Black
15"W x 13"D x 35"H
Trade Show Price: \$195.00



Equino Stool White
15"W x 13"D x 35"H
Trade Show Price: \$195.00



Vienna Stool Teal
17"Square x 39"H
Trade Show Price: \$210.00



Vienna Stool Orange
17"Square x 39"H
Trade Show Price: \$210.00



Vienna Stool Smoke Grey
17"Square x 39"H
Trade Show Price: \$210.00



Marcus Bar Stool
18"W (at footbase) x 29"H
Trade Show Price: \$142.00

**Deadline Date
October 6, 2021**

Bar Stools



Regal Bar Stool
19"W x 24"D x 45"H
Trade Show Price: \$195.00



Escape Stool
16"Square x 41"H
Trade Show Price: \$158.00



Criss Cross Stool Espresso
15"W x 19"D x 41"H
Trade Show Price: \$189.00



Criss Cross Stool White
15"W x 19"D x 41"H
Trade Show Price: \$189.00



Sonic Stool
22"W x 23"D x 42"H
Trade Show Price: \$158.00

Bars & Bar Backs



Provence Bar
72"W x 24"D x 42"H
Trade Show Price: \$835.00



Umber Bar 6'
72"W x 24"D x 42"H
Trade Show Price: \$730.00



VIP Glow Bar Curve**
86"W x 24"D x 42"H
Trade Show Price: \$951.00



VIP Glow Bar 8'***
96"W x 24"D x 42"H (Bar)
13"D x 18"H (Shelf)
Trade Show Price: \$835.00



VIP Glow Bar 6'***
72"W x 24"D x 42"H (Bar)
13"D x 18"H (Shelf)
Trade Show Price: \$730.00



VIP Glow Bar 4'***
48"W x 24"D x 42"H (Bar)
13"D x 18"H (Shelf)
Trade Show Price: \$615.00



VIP Glow Bar Corner**
24"Square x 42"H
Trade Show Price: \$342.00

** VIP Glow Bars
Includes built in Wireless LED Lighting.

** Custom Branding
VIP Bars have the ability to be Custom Branded.

**Deadline Date
October 6, 2021**

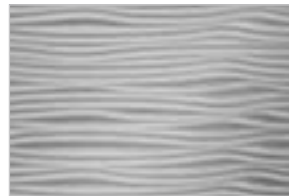
Bars & Bar Backs



Meridian Bar
88"W x 24"D x 42"H
(Includes LED Lighting)
Trade Show Price: \$951.00



Meridian Bar
Harlequin Front
Silver



Meridian Bar
Wave Front
White



Noir Bar
72"W x 24"D x 43"H
(Includes LED Lighting)
Trade Show Price: \$951.00



Noir Bar
Gatsby Front
Gold



Noir Bar
Bubble Front
Black



Crystal Bar Surround
for 6' VIP BAR*
80"W x 24"D x 42"H
● ○
Trade Show Price: \$221.00
*VIP Glow Bar 6' rental required



Crystal Bar Surround
for 8' VIP BAR*
104"W x 24"D x 42"H
○ ●
Trade Show Price: \$252.00
*VIP Glow Bar 8' rental required



Agile Bar
48"W x 16"D x 42"H
○ ●
Trade Show Price: \$336.00



Bloxx Bar Back
30"W x 16"D x 86"H
Trade Show Price: \$420.00
Please inquire for shelf dimensions



Piazza Bar Back Black
44"W x 12"D x 80"H
13"W x 14"H (Shelf)
Trade Show Price: \$394.00



Piazza Bar Back White
44"W x 12"D x 80"H
13"W x 14"H (Shelf)
Trade Show Price: \$394.00



Provence Bar Back Large
36"W x 18"D x 84"H
Trade Show Price: \$672.00



Provence Bar Back Small
36"W x 14"D x 75"H
Trade Show Price: \$557.00

**Deadline Date
October 6, 2021**

Lighted Tables



Cylinder Buffet Table 6'
21"D x 42"H (cylinders)
72"W x 24"D (top)
Trade Show Price: \$552.00



Cylinder Buffet Table 4'
21"D x 42"H (cylinders)
48"W x 24"D (top)
Trade Show Price: \$510.00



Cylinder End Table
22"Round x 18"H
Trade Show Price: \$221.00



Cylinder Bar Table 42"
21"D x 42"H (cylinder)
42"Round (top)
Trade Show Price: \$483.00



Cylinder Bar Table 30"
21"D x 42"H (cylinder)
30"Round (top)
Trade Show Price: \$336.00



Cylinder Dining Table
21"D x 30"H (cylinders)
72"W x 36"D (top)
Trade Show Price: \$552.00



Cylinder Café Table 42"
21"D x 30"H (cylinder)
42"Round (top)
Trade Show Price: \$336.00



Hourglass Bar Table
36"Round x 42"H
Trade Show Price: \$342.00



LED Acrylic High Top
Table
17"Square x 42"H (base)
30"Square (top)
Trade Show Price: \$447.00



LED Acrylic Pedestal
17"Square x 42"H
Trade Show Price: \$447.00



Light Cube
18"Square x 18"H
Trade Show Price: \$221.00

All tables are available in variety of colors through wireless LEDs powered by a wireless remote control

Accents Pillows



Abstract Magenta*
16"Square



Deco Gold*
16"Square



Hybrid Paradise*
16"Square



Jelly Rose*
16"Square



Onyx*
18"Square



Platinum*
18"Square



Sapphire*
18"Square



Topaz*
18"Square

Trade Show Price: \$37.00



Yellow
16"Square



White
16"Square



Baby Pink
16"Square



Red
16"Square



Chocolate Brown
16"Square



Purple
16"Square



Fiery Orange
16"Square



Royal Blue
16"Square



Fuchsia
16"Square



Gunmetal
16"Square



Lime Green
16"Square



Turquoise
16"Square



Silver
16"Square



Black
16"Square



Gold
16"Square



Damask
16"Square

Trade Show Price: \$37.00

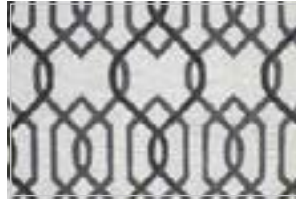
**Custom colors & screen printed logo pillows also available.

**Deadline Date
October 6, 2021**

Rugs



Sawyer Rug
12'W x 15'L
Trade Show Price: \$552.00



Linq Rug
12'W x 15'L
Trade Show Price: \$552.00



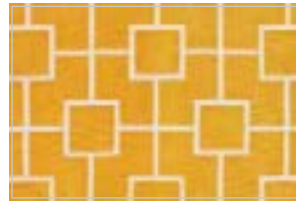
Paradigm Rug
12'W x 15'L
Trade Show Price: \$552.00



Athens Rug
6'W x 8'L
Trade Show Price: \$431.00



Marrakesh Rug
6'W x 8'L
Trade Show Price: \$431.00



Mod Rug
6'W x 8'L
Trade Show Price: \$431.00



Cow Hide Rug
6'W x 8'L (sizes vary)
Trade Show Price: \$394.00



Grass Rug
5'W x 8'L
Trade Show Price: \$394.00



Illusions Gray Rug
5'W x 8'L
Trade Show Price: \$394.00



Illusions Black Rug
5'W x 8'L
Trade Show Price: \$394.00



Sea Pearl White Rug
5'W x 8'L
Trade Show Price: \$394.00



Red Carpet
20'L x 5'W
35'L x 5'W
50'L x 5'W
Stanchions
41"H
Ropes
6'L

Trade Show Price:
20'L x 5'W \$284.00
35'L x 5'W \$342.00
50'L x 5'W \$394.00
Stanchions - Chrome
41"H \$63.00
Ropes - Red
6'L \$32.00

Accents & Lighting

**Deadline Date
October 6, 2021**



Box Hedge
39"W x 12"D x 84"H
Trade Show Price: \$777.00



3' Box Hedge
72"W x 12"D x 36"H
Trade Show Price: \$672.00



Argento Literature Rack
15"W x 12"D x 54"H
(10 Pockets)
Trade Show Price: \$153.00



Nero Literature Rack
15"W x 12"D x 54"H
(10 Pockets)
Trade Show Price: \$153.00



Alto Literature Rack
11"W x 10"D x 57"H
(6 Pockets)
Trade Show Price: \$158.00



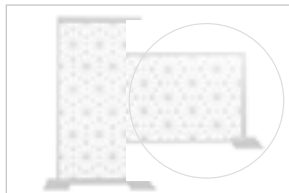
iPad® Stand
14.25" x 41.75"H
● ●
Fits 2nd, 3rd, or 4th iPad®
generations. Can be positioned
in portrait or landscape views.
Trade Show Price: \$179.00



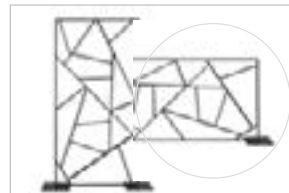
Pedestals
(Available in Black & White)
Trade Show Price:
14"Square x 30"H \$205.00
14"Square x 36"H \$231.00
14"Square x 42"H \$273.00
24"Square x 36"H \$331.00



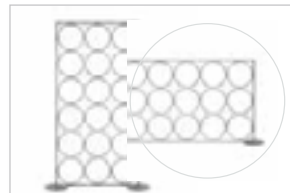
Pedestals
(Available in Black)
Trade Show Price:
24"Square x 30"H \$315.00
24"Square x 42"H \$331.00
18"Square x 30"H \$315.00
18"Square x 42"H \$304.50



Blaze Divider Wall
8'H x 1"D x 4'W or
4'H x 1"D x 8'W
Trade Show Price: \$419.00



Corbin Divider Wall
8'H x 1"D x 4'W or
4'H x 1"D x 8'W
Trade Show Price: \$419.00



Vortex Divider Wall
8'H x 1"D x 4'W or
4'H x 1"D x 8'W
Trade Show Price: \$419.00



Plexi Display Unit
17"Square x 68"H (Base & Top)
17"Square x 20"H (Top Only)
Trade Show Price: \$221.00



Alder Table Lamp
22"H
Trade Show Price: \$111.00

Alder Floor Lamp
63"H
Trade Show Price: \$153.00



Tripod Table Lamp
28"H
Trade Show Price: \$111.00

Tripod Floor Lamp
62"H
Trade Show Price: \$153.00



Winslow Table Lamp
37"H
Trade Show Price: \$111.00

Winslow Floor Lamp
70"H
Trade Show Price: \$153.00



Neutrino Floor Lamp
67"H
Trade Show Price: \$142.00

**Deadline Date
October 6, 2021**

Office Furnishings



Bookcase
36"W x 12"D x 72"H

Trade Show Price: \$394.00



Executive Desk
72"W x 36"D x 29"H

Trade Show Price: \$436.00



Jr. Executive Desk
60"W x 30"D x 29"H

Trade Show Price: \$420.00



2 Drawer Lateral File
36"W x 20"D x 29"H

Trade Show Price: \$265.00



42"Round Conference Table
42"Round x 29"H

Trade Show Price: \$279.00



6' Conference Table
72"W x 36"D x 29"H

Trade Show Price:
\$499.00 white
\$473.00 black/mahogany



8' Conference Table
96"W x 48"D x 29"H

Trade Show Price:
\$536.00 white
\$510.00 black/mahogany



10' Conference Table
120"W x 48"D x 29"H

Trade Show Price:
\$615.00 white
\$588.00 black/mahogany



Storage Credenza
66"W x 20"D x 29"H

Trade Show Price: \$368.00



Conference Table White -
Charged ⚡
96"W x 48"D x 30"H
Trade Show Price: \$877.00



Computer Counter
48"W x 24"D x 42"H
Trade Show Price: \$205.00



Computer Desk
48"W x 24"D x 29"H
Trade Show Price: \$195.00



Training Table
48"W x 24"D x 29"H
Trade Show Price: \$447.00



Storage Cabinet
36"W x 18"D x 72"H
Trade Show Price: \$226.00



Locking Pedestal
24"Square x 42"H
Trade Show Price: \$410.00
Also Available in White



4 Drawer Lateral File
36"W x 18"D x 54"H
Trade Show Price: \$226.00

Special Event & Trade Show Furnishings



Office Furnishings



2 Drawer Lateral File
36"W x 18"D x 27"H
Trade Show Price: \$184.00



2 Drawer Vertical File
15"W x 25"D x 29"H
Trade Show Price: \$137.00
18"W x 25"D x 29"H
Trade Show Price: \$179.00



4 Drawer Vertical File
15"W x 25"D x 52"H
Trade Show Price: \$184.00
18"W x 25"D x 52"H
Trade Show Price: \$205.00

**Deadline Date
October 6, 2021**

Executive Seating



Accord Hi-Back
Executive Chair
25"Square x 44"H
Trade Show Price: \$315.00
(Also Available in Black)



Goal Task Chair
25"W x 24"D x 39"H
Trade Show Price: \$168.00
Goal Task Chair Armless
21"W x 24"D x 39"H
Trade Show Price: \$153.00



Goal Drafting Stool
25"W x 24"D x 48"H
Trade Show Price: \$179.00
Goal Drafting Stool Armless
21"W x 24"D x 48"H
Trade Show Price: \$168.00



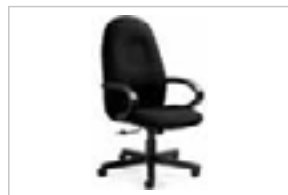
Tamiri Hi-Back Chair
25"W x 27"D x 45"H
Trade Show Price: \$252.00



Tamiri Mid-Back
Leather Chair
25"W x 27"D x 39"H
Trade Show Price: \$221.00



Tamiri Guest
Leather Chair
25"W x 27"D x 37"H
Trade Show Price: \$205.00



Enterprise Hi-Back
Fabric Chair
25"W x 27"D x 45"H
Trade Show Price: \$221.00



Enterprise Mid-Back
Fabric Chair
25"W x 27"D x 39"H
Trade Show Price: \$205.00



Enterprise Guest Chair
25"W x 27"D x 37"H
Trade Show Price: \$189.00



Space Hi-Back Chair
27"W x 26"D x 42"H
Trade Show Price: \$205.00



Space Guest Chair
25"Square x 37"H
Trade Show Price: \$174.00



Comet Stack Chair
23"W x 22"D x 32"H (With Arms)
Trade Show Price: \$153.00
19"W x 22"D x 32"H (Armless)
Trade Show Price: \$142.00



Trade Show Order Form

Deadline Date
October 6, 2021

TRADE SHOW INFORMATION

Show Name		Company Name			
Show Dates		Onsite Contact Name			
Venue Name		Onsite Contact Cell #			
Venue Address		Delivery Date		Time	
		Pickup Date		Time	
Booth # and Name		Show Contractor			

*****All Furniture Subject to Availability*****

Terms & Conditions:	Payments: Payment terms - 100% Payment due prior to delivery to secure the order unless credit approved with AFR. You may be subject to additional charges by the drayage company for moving the furniture from the loading dock to the exhibit space, please check your Exhibitor Manual.
	Cancellation Fee: If cancelled within 3 days prior to delivery, a 100% charge will be applied.
	Late Fee: All orders received within 14 days of the show opening will receive at 25% Late Fee. Show Site orders will be based on availability and charged a 30% Late Fee.
	Confirmation: Please email your sales team if you do not receive confirmation within 1-2 days of submitting this order form.

Item Number	Weight		Dimensions	Standard	Qty.	Total
Blanc						
18228-0847	100 lbs.	Blanc Sofa	75"W x 35"D x 35"H	\$672.00		\$ -
18167-0614	90 lbs.	Blanc Loveseat	54"W x 35"D x 35"H	\$641.00		\$ -
18284-0834	75 lbs.	Blanc Chair	33"W x 35"D x 35"H	\$536.00		\$ -
18024-0072	40 lbs.	Blanc Bench Ottoman	48"W x 24"D x 18"H	\$321.00		\$ -
18184-0274	15 lbs.	Blanc Cube	17"Square	\$111.00		\$ -
Whisper						
18228-0607	115 lbs.	Whisper White Leather Sofa	87"W x 37"D x 35"H	\$641.00		\$ -
18167-0471	90 lbs.	Whisper White Leather Loveseat	61"W x 37"D x 35"H	\$615.00		\$ -
18284-0487	60 lbs.	Whisper White Leather Chair	35"W x 37"D x 35"H	\$510.00		\$ -
18024-0003	43 lbs.	Whisper White Leather Bench Ottoman	60"W x 24"D x 17"H	\$284.00		\$ -
18184-0034	65 lbs.	Whisper White Leather Square Ottoman	40"Square x 17"H	\$284.00		\$ -
18184-0038	64 lbs.	Whisper White Leather Round Ottoman	46"Round x 17"H	\$284.00		\$ -
Function						
18284-0554	38 lbs.	Function White Leather Armless Chair	28"Square x 29"H	\$342.00		\$ -
18066-0016	27 lbs.	Function White Leather Corner	28"Square x 29"H	\$368.00		\$ -
Continental						
18303-0001	105 lbs.	Continental White Leather Curved Loveseat	82"W x 34"D x 31"H	\$662.00		\$ -
18304-0001	105 lbs.	Continental White Leather Reverse Loveseat	72"W x 34"D x 31"H	\$641.00		\$ -
18296-0005	35 lbs.	Continental White Leather Wedge Ottoman	30"W x 34"D x 19"H	\$284.00		\$ -
18184-0131	75 lbs.	Continental White Leather Curved Bench	70"W x 26"D x 19"H	\$336.00		\$ -
18184-0132	30 lbs.	Continental White Leather Half Moon Ottoman	33"W x 19"D x 19"H	\$284.00		\$ -
Sophistication						
18228-0674	100 lbs.	Sophistication White Leather Sofa	72"W x 31"D x 48"H	\$662.00		\$ -
18167-0466	90 lbs.	Sophistication White Leather Loveseat	48"W x 31"D x 48"H	\$447.00		\$ -
18284-0563	60 lbs.	Sophistication White Leather Chair	27"W x 31"D x 48"H	\$336.00		\$ -
18066-0017	60 lbs.	Sophistication White Leather Corner	31"Square x 48"H	\$336.00		\$ -
18184-0130	40 lbs.	Sophistication White Leather Ottoman	31"Square x 19"H	\$252.00		\$ -
Boca						
18066-0026	38 lbs.	Boca Black Leather Corner	27"W x 27"D x 30"H	\$368.00		\$ -
18284-0786	28 lbs.	Boca Black Leather Armless	22"W x 27"D x 30"H	\$342.00		\$ -
Metro						
18228-0602	110 lbs.	Metro Black Leather Sofa	85"W x 35"D x 35"H	\$552.00		\$ -
18167-0467	90 lbs.	Metro Black Leather Loveseat	60"W x 35"D x 35"H	\$531.00		\$ -
18284-0482	75 lbs.	Metro Black Leather Chair	35"Square x 35"H	\$415.00		\$ -
18184-0179	65 lbs.	Metro Black Leather Square Ottoman	40"Square x 17"H	\$284.00		\$ -
18024-0008	43 lbs.	Metro Black Leather Bench Ottoman	60"W x 24"D x 17"H	\$284.00		\$ -
Suave Midnight						
18228-0085	105 lbs.	Suave Midnight Sofa	77"W x 36"D x 33"H	\$483.00		\$ -
18167-0069	80 lbs.	Suave Midnight Loveseat	54"W x 36"D x 33"H	\$420.00		\$ -
18284-0151	65 lbs.	Suave Midnight Chair	32"W x 36"D x 33"H	\$315.00		\$ -
Grammercy						
18228-0605	90 lbs.	Grammercy Charcoal Leather Sofa	82"W x 36"D x 36"H	\$615.00		\$ -
18167-0469	90 lbs.	Grammercy Charcoal Leather Loveseat	57"W x 36"D x 36"H	\$536.00		\$ -
18284-0485	40 lbs.	Grammercy Charcoal Leather Chair	28"W x 36"D x 36"H	\$342.00		\$ -
18066-0015	51 lbs.	Grammercy Charcoal Leather Corner	36"Square x 36"H	\$394.00		\$ -
18184-0036	64 lbs.	Grammercy Charcoal Leather Round Ottoman	46"Round x 17"H	\$284.00		\$ -
18184-0033	65 lbs.	Grammercy Charcoal Leather Square Ottoman	40"Square x 17"H	\$284.00		\$ -
Parma						
18228-0789	100 lbs.	Parma Brown Leather Sofa	79"W x 37"D x 36"H	\$552.00		\$ -
18167-0577	90 lbs.	Parma Brown Leather Loveseat	56"W x 37"D x 36"H	\$531.00		\$ -

**Deadline Date
October 6, 2021**



18284-0710	75 lbs.	Parma Brown Leather Chair	33"W x 37"D x 36"H	\$415.00	\$	-
18024-0061	43 lbs.	Parma Brown Leather Bench Ottoman	60"W x 24"D x 17"H	\$284.00	\$	-
Montana Mocha						
18228-0784	100 lbs.	Montana Mocha Sofa	79"W x 35"D x 34"H	\$520.00	\$	-
18167-0573	90 lbs.	Montana Mocha Loveseat	57"W x 35"D x 34"H	\$457.00	\$	-
18284-0704	75 lbs.	Montana Mocha Chair	35"Square x 34"H	\$352.00	\$	-
Madison						
18228-0823	100 lbs.	Madison Sofa	86"W x 34"D x 34"H	\$641.00	\$	-
18284-0794	75 lbs.	Madison Chair	33"W x 34"D x 34"H	\$373.00	\$	-
18184-0256	35 lbs.	Madison Sky Bench	4"W x 24"D x 17"H	\$263.00	\$	-
18184-0252	20 lbs.	Madison Ottoman - Willow	24"Square x 17"H	\$168.00	\$	-
18184-0253	20 lbs.	Madison Ottoman - Sand Dollar	24"Square x 17"H	\$168.00	\$	-
18184-0254	20 lbs.	Madison Ottoman - Apricot	24"Square x 17"H	\$168.00	\$	-
18184-0255	20 lbs.	Madison Ottoman - Sunflower	24"Square x 17"H	\$168.00	\$	-
Chandler						
18228-0795	100 lbs.	Chandler Red Leather Sofa	76"W x 37"D x 35"H	\$552.00	\$	-
18167-0581	90 lbs.	Chandler Red Leather Loveseat	53"W x 37"D x 35"H	\$531.00	\$	-
18284-0717	75 lbs.	Chandler Red Leather Chair	31"W x 37"D x 35"H	\$415.00	\$	-
18024-0062	43 lbs.	Chandler Red Leather Bench Ottoman	60"W x 24"D x 17"H	\$284.00	\$	-
Evoke						
13229-0007	80 lbs.	Evoke Sofa	81"W x 35"D x 27"H	\$835.00	\$	-
13041-0015	40 lbs.	Evoke Chair	33"W x 35"D x 27"H	\$447.00	\$	-
13054-0011	20 lbs.	Evoke Cocktail Table	48"W x 24"D x 18"H	\$284.00	\$	-
13110-0009	20 lbs.	Evoke End Table	24"W x 28"D x 25"H	\$252.00	\$	-
13110-0008	10 lbs.	Evoke Cube	18"Square	\$179.00	\$	-
Niko						
18228-0858	100 lbs.	Niko Sofa	81"W x 30"D x 38"H	\$683.00	\$	-
18167-0622	85 lbs.	Niko Loveseat	58"W x 30"D x 38"H	\$625.00	\$	-
18284-0856	70 lbs.	Niko Chair	31"W x 30"D x 38"H	\$520.00	\$	-
Stage Chairs						
18284-0478	29 lbs.	Midnight Stage Chair	25"W x 26"D x 37"H	\$205.00	\$	-
18284-0477	29 lbs.	Chamois Stage Chair	25"W x 26"D x 37"H	\$205.00	\$	-
18284-0476	29 lbs.	Buckskin Stage Chair	25"W x 26"D x 37"H	\$205.00	\$	-
18284-0621	80 lbs.	Empire Chair Black Leather	28"W x 32"D x 32"H	\$368.00	\$	-
18284-0564	80 lbs.	Empire Chair White Leather	28"W x 32"D x 32"H	\$368.00	\$	-
05035-0028	45 lbs.	Tulip Black Fabric Chair	26"W x 27"D x 35"H	\$221.00	\$	-
18284-0876	35 lbs.	Bianca Stage Chair	26"W x 26"D x 37"H	\$245.00	\$	-
18284-0785	24 lbs.	Monarch Chair - Bright White	28"Square x 30"H	\$420.00	\$	-
Ottomans & Benches						
18184-0131	75 lbs.	Continental White Leather Curved Bench	70"W x 26"D x 19"H	\$336.00	\$	-
18184-0179	65 lbs.	Metro Black Leather Square Ottoman	40"Square x 17"H	\$284.00	\$	-
18184-0034	65 lbs.	Whisper White Leather Square Ottoman	40"Square x 17"H	\$284.00	\$	-
18184-0033	65 lbs.	Grammercy Charcoal Leather Square Ottoman	40"Square x 17"H	\$284.00	\$	-
18024-0008	43 lbs.	Metro Black Leather Bench Ottoman	60"W x 24"D x 17"H	\$284.00	\$	-
18024-0003	43 lbs.	Whisper White Leather Bench Ottoman	60"W x 24"D x 17"H	\$284.00	\$	-
18024-0062	43 lbs.	Chandler Red Leather Bench Ottoman	60"W x 24"D x 17"H	\$284.00	\$	-
18024-0002	43 lbs.	Grammercy Charcoal Leather Bench Ottoman	60"W x 24"D x 17"H	\$284.00	\$	-
18024-0061	43 lbs.	Parma Brown Leather Bench Ottoman	60"W x 24"D x 17"H	\$284.00	\$	-
18184-0192	70 lbs.	Essentials White Leather Storage Ottoman	48"W x 24"D x 20"H	\$394.00	\$	-
18184-0036	64 lbs.	Grammercy Charcoal Leather Round Ottoman	46"Round x 17"H	\$284.00	\$	-
18184-0038	64 lbs.	Whisper White Leather Round Ottoman	46"Round x 17"H	\$284.00	\$	-
18184-0028	15 lbs.	Grammercy Charcoal 1/4 Round Ottoman	34"W x 19"D x 17"H	\$174.00	\$	-
18184-0030	15 lbs.	Whisper White 1/4 Round Ottoman	34"W x 19"D x 17"H	\$174.00	\$	-
18184-0256	35 lbs.	Madison Sky Bench	4"W x 24"D x 17"H	\$263.00	\$	-
18184-0252	20 lbs.	Madison Ottoman - Willow	24"Square x 17"H	\$168.00	\$	-
18184-0253	20 lbs.	Madison Ottoman - Sand Dollar	24"Square x 17"H	\$168.00	\$	-
18184-0254	20 lbs.	Madison Ottoman - Apricot	24"Square x 17"H	\$168.00	\$	-
18184-0255	20 lbs.	Madison Ottoman - Sunflower	24"Square x 17"H	\$168.00	\$	-
Banquettes & Turning Beds						
18011-0011	185 lbs.	Essentials White Banquette (2 pcs)	60"Round x 48"H	\$835.00	\$	-
18011-0001	130 lbs.	Whisper White Tufted Leather Banquette (2 pcs)	59"Round x 38"H	\$835.00	\$	-
18011-0002	130 lbs.	Grammercy Charcoal Leather Banquette (2 pcs)	59"Round x 38"H	\$835.00	\$	-
02082-0033	200 lbs.	Essentials White Leather Turning Bed	96"W x 48"D x 34"H	\$1,003.00	\$	-
Cube Ottomans						
18184-0274	15 lbs.	Blanc Cube	17"Square	\$111.00	\$	-
18184-0129	15 lbs.	Cube Ottoman - White	18"Square	\$111.00	\$	-
18184-0128	15 lbs.	Cube Ottoman - Black	18"Square	\$111.00	\$	-
18200-0001	15 lbs.	Cube Ottoman - Red	18"Square	\$111.00	\$	-
18200-0002	15 lbs.	Cube Ottoman - Green	18"Square	\$111.00	\$	-
18200-0003	15 lbs.	Cube Ottoman - Blue	18"Square	\$111.00	\$	-
18200-0004	15 lbs.	Cube Ottoman - Purple	18"Square	\$111.00	\$	-
Charged						
22100-0001	192 lbs.	Essentials Turning Bed w/Charging Station Insert	96"W x 48"D x 19"H	\$1,113.00	\$	-
22051-0001	40 lbs.	Boca Bright White Corner - Charged	27"W x 27"D x 30"H	\$420.00	\$	-
22050-0001	40 lbs.	Boca Bright White Armless - Charged	22"W x 27"D x 30"H	\$389.00	\$	-

22001-0001	80 lbs.	Aspen Bar Table - Charged	72"W x 26"D x 42"H	\$651.00	\$	-
22002-0002	55 lbs.	Aspen Cocktail Table - Charged	48"W x 24"D x 18"H	\$368.00	\$	-
22200-0001	230 lbs.	White Conference Table - Charged	96"W x 43"D x 30"H	\$877.00	\$	-
18284-0812	52 lbs.	Patrice Tablet Chair	28"W x 30.5"D x 31"H	\$405.00	\$	-
22052-0001	60 lbs.	Lincoln Bench - Charged	59"W x 39"D x 17"H	\$615.00	\$	-
Occasional Tables						
12107-0008	30 lbs.	Tribeca End Table	24"W x 28"D x 22"H	\$200.00	\$	-
12230-0005	40 lbs.	Tribeca Console Table	48"W x 18"D x 30"H	\$221.00	\$	-
12055-0008	50 lbs.	Tribeca Cocktail Table	48"W x 28"D x 19"H	\$210.00	\$	-
12107-0281	30 lbs.	Harmony End Table	24"Round x 22"H	\$200.00	\$	-
12230-0080	55 lbs.	Harmony Console Table	52"W x 18"D x 30"H	\$221.00	\$	-
12055-0272	60 lbs.	Harmony Cocktail Table	51"W x 28"D x 18"H	\$210.00	\$	-
18024-0010	30 lbs.	Novel End Table	15"Square x 16"H	\$252.00	\$	-
18024-0011	50 lbs.	Novel Cocktail Table	46"W x 15"D x 16"H	\$284.00	\$	-
99-12304-05	10 lbs.	Aria Red End Table	24"W x 20"D x 22"H	\$200.00	\$	-
99-12050-05	20 lbs.	Aria Red Cocktail Table	44"W x 20"D x 18"H	\$210.00	\$	-
99-12304-03	10 lbs.	Aria Green End Table	24"W x 20"D x 22"H	\$200.00	\$	-
99-12050-03	20 lbs.	Aria Green Cocktail Table	44"W x 20"D x 18"H	\$210.00	\$	-
99-12304-06	10 lbs.	Aria Blue End Table	24"W x 20"D x 22"H	\$200.00	\$	-
99-12050-06	20 lbs.	Aria Blue Cocktail Table	44"W x 20"D x 18"H	\$210.00	\$	-
99-12304-04	10 lbs.	Aria Purple End Table	24"W x 20"D x 22"H	\$200.00	\$	-
99-12050-04	20 lbs.	Aria Purple Cocktail Table	44"W x 20"D x 18"H	\$210.00	\$	-
99-12304-01	10 lbs.	Aria White End Table	24"W x 20"D x 22"H	\$200.00	\$	-
99-12305-01	35 lbs.	Aria White Console Table	44"W x 20"D x 30"H	\$221.00	\$	-
99-12050-01	20 lbs.	Aria White Cocktail Table	44"W x 20"D x 18"H	\$210.00	\$	-
99-12304-02	10 lbs.	Aria Charcoal End Table	24"W x 20"D x 22"H	\$200.00	\$	-
99-12305-02	35 lbs.	Aria Charcoal Console Table	44"W x 20"D x 30"H	\$221.00	\$	-
99-12050-02	20 lbs.	Aria Charcoal Cocktail Table	44"W x 20"D x 18"H	\$210.00	\$	-
12107-0512	27 lbs.	Fuze End Table	24"Square x 23"H	\$216.00	\$	-
12055-0453	55 lbs.	Fuze Cocktail Table	40"Square x 16"H	\$242.00	\$	-
12230-0116	49 lbs.	Fuze Console Table	60"W x 16"D x 34"H	\$263.00	\$	-
12107-0493	27 lbs.	London End Table	24"Square x 23"H	\$216.00	\$	-
12230-0110	49 lbs.	London Console Table	60"W x 16"D x 34"H	\$263.00	\$	-
12055-0428	55 lbs.	London Cocktail Table	40"Square x 16"H	\$242.00	\$	-
12107-0494	21 lbs.	Brooklyn II Square End Table	22"W X 22"D X 20"H	\$184.00	\$	-
12107-0495	15 lbs.	Brooklyn II Round End Table	20"Round X 20"H	\$184.00	\$	-
12055-0429	35 lbs.	Brooklyn II Rect Cocktail Table	42"W X 24"D X 16"H	\$205.00	\$	-
12055-0430	25 lbs.	Brooklyn II Round Cocktail Table	30"Round X 16"H	\$205.00	\$	-
12107-0282	35 lbs.	Vivid End Table	26"Square x 21"H	\$200.00	\$	-
12230-0081	62 lbs.	Vivid Console Table	50"W x 24"D x 30"H	\$221.00	\$	-
12055-0273	50 lbs.	Vivid Cocktail Table	50"W x 24"D x 16"H	\$210.00	\$	-
12107-0331	35 lbs.	Club End Table w/ Built-in LED Lighting	22"Square x 18"H	\$252.00	\$	-
12055-0318	55 lbs.	Club Cocktail Table w/ Built-in LED Lighting	44"W x 22"D x 18"H	\$284.00	\$	-
12003-0038	15 lbs.	Rose Table	17"Round x 17"H	\$221.00	\$	-
12003-0039	20 lbs.	Zanzibar Table	17"Square	\$221.00	\$	-
12107-0296	50 lbs.	Cube, Black 24" End Table	24"Square x 21"H	\$205.00	\$	-
12107-0297	55 lbs.	Cube, White 24" End Table	24"Square x 21"H	\$205.00	\$	-
12055-0285	40 lbs.	Cube, Black 24" Cocktail Table	24"Square x 16"H	\$200.00	\$	-
12055-0286	40 lbs.	Cube, White 24" Cocktail Table	24"Square x 16"H	\$200.00	\$	-
12003-0056	11 lbs.	Phoebe Table - Yellow	17"Round x 22"H	\$132.00	\$	-
12003-0052	11 lbs.	Phoebe Table - Lime Green	17"Round x 22"H	\$132.00	\$	-
12003-0053	11 lbs.	Phoebe Table - Rose	17"Round x 22"H	\$132.00	\$	-
12003-0051	11 lbs.	Phoebe Table - Gold	17"Round x 22"H	\$132.00	\$	-
12003-0074	11 lbs.	Phoebe Table - Teal	17"Round x 22"H	\$132.00	\$	-
12107-0467	13 lbs.	Hylton Tablet Table	18"W x 12"D x 28"H	\$179.00	\$	-
Bars & Bar Backs						
05012-0026	185 lbs.	VIP Frosted Plexi Glow Bar 6'	72"W x 24"D x 42"H	\$730.00	\$	-
05012-0024	130 lbs.	VIP Frosted Plexi Glow Bar 4'	48"W x 24"D x 42"H	\$615.00	\$	-
05012-0053	70 lbs.	Black Bar - 2 Shelf	48"W x 16"D x 42"H	\$336.00	\$	-
05012-0054	70 lbs.	White Bar - 2 Shelf	48"W x 16"D x 42"H	\$336.00	\$	-
12112-0010	60 lbs.	Blox Bar Back	30"W x 16"D x 86"H	\$420.00	\$	-
05001-0017	150 lbs.	Piazza Bar Back - Black	44"W x 12"D x 80"H	\$394.00	\$	-
05001-0018	150 lbs.	Piazza Bar Back - White	44"W x 12"D x 80"H	\$394.00	\$	-
Bar Stools						
05237-0264	15 lbs.	Vienna Stool - Gray	17"Square x 39"H	\$210.00	\$	-
05237-0263	15 lbs.	Vienna Stool - Orange	17"Square x 39"H	\$210.00	\$	-
05237-0262	15 lbs.	Vienna Stool - Teal	17"Square x 39"H	\$210.00	\$	-
05237-0038	15 lbs.	Criss Cross Bar Stool - Espresso	15"W x 19"D x 41"H	\$189.00	\$	-
05237-0039	15 lbs.	Criss Cross Bar Stool - White	15"W x 19"D x 41"H	\$189.00	\$	-
05237-0036	15 lbs.	Escape Bar Stool - Natural Maple	16"Square x 41"H	\$158.00	\$	-
99-05237-01	20 lbs.	Silk Back Bar Stool - Black	17"W x 18"D x 42"H	\$179.00	\$	-
99-05237-02	20 lbs.	Silk Back Bar Stool - White	17"W x 18"D x 42"H	\$179.00	\$	-
99-05237-06	20 lbs.	Silk Back Bar Stool - Blue	17"W x 18"D x 42"H	\$179.00	\$	-
99-05237-03	20 lbs.	Silk Back Bar Stool - Green	17"W x 18"D x 42"H	\$179.00	\$	-
99-05237-04	20 lbs.	Silk Back Bar Stool - Purple	17"W x 18"D x 42"H	\$179.00	\$	-

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99-05237-05	20 lbs.	Silk Back Bar Stool - Red	17"W x 18"D x 42"H	\$179.00	\$	-
05237-0221	20 lbs.	Euro Bar Stool - Black	22"W x 24"D x 42"H	\$179.00	\$	-
05237-0270	40 lbs.	Hourglass Bar Stool - Black	18"W x 20"D x 43"H	\$195.00	\$	-
05237-0271	40 lbs.	Hourglass Bar Stool - White	18"W x 20"D x 43"H	\$195.00	\$	-
05237-0160	35 lbs.	Equino Bar Stool - Black	15"W x 13"D x 35"H	\$195.00	\$	-
05237-0041	35 lbs.	Equino Bar Stool - White	15"W x 13"D x 35"H	\$195.00	\$	-
05237-0298	16 lbs.	Clara Stool	17"W x 21"D x 41"H	\$189.00	\$	-
05237-0215	15 lbs.	Marcus Bar Stool - Gunmetal	18"Square x 29"H	\$142.00	\$	-
05237-0156	20 lbs.	Regal Stool - Brown Leather	19"W x 24"D x 45"H	\$195.00	\$	-
05237-0169	25 lbs.	Caprice Bar Stool - Black	25"W x 26"D x 44"H	\$195.00	\$	-
05237-0042	15 lbs.	Sonic Bar Stool - Black	22"W x 23"D x 42"H	\$158.00	\$	-
05237-0300	6 lbs.	Nexus Stool	19"W x 20"D x 44"H	\$163.00	\$	-
Café Chairs						
05035-0032	15 lbs.	Vienna Chair - Gray	21"Square x 32"H	\$132.00	\$	-
05035-0031	15 lbs.	Vienna Chair - Orange	21"Square x 32"H	\$132.00	\$	-
05035-0030	15 lbs.	Vienna Chair - Teal	21"Square x 32"H	\$132.00	\$	-
99-05035-10	20 lbs.	Silk Back Armless Chair - Black	17"W x 18"D x 34"H	\$111.00	\$	-
99-05035-11	20 lbs.	Silk Back Armless Chair - White	17"W x 18"D x 34"H	\$111.00	\$	-
99-05035-15	20 lbs.	Silk Back Armless Chair - Blue	17"W x 18"D x 34"H	\$111.00	\$	-
99-05035-12	20 lbs.	Silk Back Armless Chair - Green	17"W x 18"D x 34"H	\$111.00	\$	-
99-05035-13	20 lbs.	Silk Back Armless Chair - Purple	17"W x 18"D x 34"H	\$111.00	\$	-
99-05035-14	20 lbs.	Silk Back Armless Chair - Red	17"W x 18"D x 34"H	\$111.00	\$	-
05035-0008	10 lbs.	Leslie Chair - White	17"W x 21"D x 31"H	\$100.00	\$	-
05035-0010	15 lbs.	Criss Cross Chair - Espresso	17"W x 21"D x 35"H	\$126.00	\$	-
05035-0011	15 lbs.	Criss Cross Chair - White	17"W x 21"D x 35"H	\$126.00	\$	-
05035-0023	24 lbs.	Elio Chair	17"Square x 33"H	\$111.00	\$	-
14233-0025	20 lbs.	Caprice Chair - Black	25"W x 24"D x 32"H	\$111.00	\$	-
14233-0005	20 lbs.	Comet Stack Arm Chair - Black	23"W x 22"D x 32"H	\$153.00	\$	-
14233-0006	15 lbs.	Comet Stack Armless Chair - Black	19"W x 22"D x 32"H	\$142.00	\$	-
05221-0039	20 lbs.	Regal Dining Chair - Brown	19"W x 23"D x 38"H	\$158.00	\$	-
14233-0016	10 lbs.	Sonic Chair - Black	20"W x 21"D x 32"H	\$111.00	\$	-
05035-0050	5 lbs.	Nexus Chair	19"W x 22"D x 32"H	\$132.00	\$	-
05035-0051	11 lbs.	Clara Chair	18"W x 21"D x 35"H	\$126.00	\$	-
05035-0009	10 lbs.	Escape Chair - Natural Maple	17"W x 16"D x 32"H	\$111.00	\$	-
Bar Tables						
99-05245-01	34 lbs.	Euro Bar Table Black/Black 30" Round	30"Round x 42"H	\$200.00	\$	-
99-05245-02	41 lbs.	Euro Bar Table Black/Black 36" Round	36"Round x 42"H	\$205.00	\$	-
99-05245-04	30 lbs.	Silk Bar Table Black/Chrome 30" Round	30"Round x 42"H	\$200.00	\$	-
99-05245-05	37 lbs.	Silk Bar Table Black/Chrome 36" Round	36"Round x 42"H	\$205.00	\$	-
99-05245-14	34 lbs.	City Bar Table Maple/Black 30" Round	30"Round x 42"H	\$200.00	\$	-
99-05245-15	41 lbs.	City Bar Table Maple/Black 36" Round	36"Round x 42"H	\$205.00	\$	-
99-05245-07	30 lbs.	Park Ave Bar Table Maple/Chrome 30" Round	30"Round x 42"H	\$200.00	\$	-
99-05245-08	37 lbs.	Park Ave Bar Table Maple/Chrome 36" Round	36"Round x 42"H	\$205.00	\$	-
99-05245-16	34 lbs.	Summit Bar Table White/Black 30" Round	30"Round x 42"H	\$200.00	\$	-
99-05245-17	41 lbs.	Summit Bar Table White/Black 36" Round	36"Round x 42"H	\$205.00	\$	-
99-05245-10	30 lbs.	Blanco Bar Table White/Chrome 30" Round	30"Round x 42"H	\$200.00	\$	-
99-05245-11	37 lbs.	Blanco Bar Table White/Chrome 36" Round	36"Round x 42"H	\$205.00	\$	-
99-05245-22	43 lbs.	Fuze Bar Table	36"Square x 42"H	\$221.00	\$	-
99-05245-12	28 lbs.	Blanco Bar Table - White/Chrome 24"Square	24"Square x 42"H	\$200.00	\$	-
99-05245-13	69 lbs.	Blanco Rectangle Bar Table - White/Chrome	72"W x 24"D x 42"H	\$310.00	\$	-
99-05245-20	28 lbs.	Spectrum Bar Table Red	24"Square x 42"H	\$216.00	\$	-
99-05245-21	28 lbs.	Spectrum Bar Table Blue	24"Square x 42"H	\$216.00	\$	-
99-05245-18	28 lbs.	Spectrum Bar Table Purple	24"Square x 42"H	\$216.00	\$	-
99-05245-19	28 lbs.	Spectrum Bar Table Green	24"Square x 42"H	\$216.00	\$	-
05012-0002	35 lbs.	Chardonnay Glass & Chrome Bar Table	31"Round x 42"H	\$284.00	\$	-
05202-0049	50 lbs.	Zinc Bar Table	24"Round x 42"H	\$300.00	\$	-
05204-0001	75 lbs.	Aspen Bar Table	72"W x 26"D x 42"H	\$557.00	\$	-
Café Tables						
99-05036-01	30 lbs.	Euro Café Table Black/Black 30" Round	30"Round x 30"H	\$200.00	\$	-
99-05036-02	37 lbs.	Euro Café Table Black/Black 36" Round	36"Round x 30"H	\$205.00	\$	-
99-05036-04	27 lbs.	Silk Café Table Black/Chrome 30" Round	30"Round x 30"H	\$200.00	\$	-
99-05036-05	34 lbs.	Silk Café Table Black/Chrome 36" Round	36"Round x 30"H	\$205.00	\$	-
99-05036-07	27 lbs.	Park Ave Café Table Maple/Chrome 30" Round	30"Round x 30"H	\$200.00	\$	-
99-05036-08	34 lbs.	Park Ave Café Table Maple/Chrome 36" Round	36"Round x 30"H	\$205.00	\$	-
99-05036-14	30 lbs.	City Café Table Maple/Black 30" Round	30"Round x 30"H	\$200.00	\$	-
99-05036-15	37 lbs.	City Café Table Maple/Black 36" Round	36"Round x 30"H	\$205.00	\$	-
99-05036-16	30 lbs.	Summit Café Table White/Black 30" Round	30"Round x 30"H	\$200.00	\$	-
99-05036-17	37 lbs.	Summit Café Table White/Black 36" Round	36"Round x 30"H	\$205.00	\$	-
99-05036-10	27 lbs.	Blanco Café Table White/Chrome 30" Round	30"Round x 30"H	\$200.00	\$	-
99-05036-11	34 lbs.	Blanco Café Table White/Chrome 36" Round	36"Round x 30"H	\$205.00	\$	-
99-05036-22	40 lbs.	Fuze Café Table	36"Square x 30"	\$221.00	\$	-
99-05036-12	25 lbs.	Blanco Café Table White/Chrome 24"Square	24"Square x 30"H	\$200.00	\$	-
99-05036-13	63 lbs.	Blanco Café Table White/Chrome Rectangle	72"W x 24"D x 30"H	\$310.00	\$	-
99-05036-20	25 lbs.	Spectrum Café Table Red	24"Square x 29"H	\$216.00	\$	-
99-05036-21	25 lbs.	Spectrum Café Table Blue	24"Square x 29"H	\$216.00	\$	-

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99-05036-18	25 lbs.	Spectrum Café Table Purple	24"Square x 29"H	\$216.00	\$	-
99-05036-19	25 lbs.	Spectrum Café Table Green	24"Square x 29"H	\$216.00	\$	-
05090-0001	90 lbs.	Aspen Dining Table	72"W x 30"D x 30"H	\$478.00	\$	-
05088-0505	200 lbs.	Brio Dining Table	96"W x 48"D x 30"H	\$641.00	\$	-
Office Seating						
14136-0002	38 lbs.	Tamiri Black Leather High Back Chair	25"W x 27"D x 45"H	\$252.00	\$	-
14176-0007	37 lbs.	Tamiri Black Leather Mid Back Chair	27"Square x 39"H	\$221.00	\$	-
14128-0002	41 lbs.	Tamiri Black Leather Guest Chair	25"W x 26"D x 37"H	\$205.00	\$	-
14136-0081	40 lbs.	Accord Black Leather High Back	25"Square x 44"H	\$315.00	\$	-
14136-0010	40 lbs.	Accord White Leather High Back	25"Square x 44"H	\$315.00	\$	-
14250-0013	36 lbs.	Goal Black Task Chair With Arms	25"Square x 39"H	\$168.00	\$	-
14250-0014	38 lbs.	Goal Black Task Chair Armless	21"W x 25"D x 39"H	\$153.00	\$	-
14136-0080	40 lbs.	Enterprise High Back Black Fabric Conference Chair	25"W x 27"D x 45"H	\$221.00	\$	-
14176-0046	35 lbs.	Enterprise Mid Back Black Fabric Conference Chair	24"W x 26"D x 39"H	\$205.00	\$	-
14128-0096	30 lbs.	Enterprise Guest Black Fabric Conference Chair	25"W x 27"D x 37"H	\$189.00	\$	-
14307-0003	36 lbs.	Goal Black Drafting Stool - Arms	25"W x 24"D x 48"H	\$179.00	\$	-
14307-0004	30 lbs.	Goal Black Drafting Stool - Armless	21"W x 24"D x 48"H	\$168.00	\$	-
Conference Tables						
14062-0105	97 lbs.	42" Round Conference Table - Black	42" Round x 29"H	\$279.00	\$	-
14062-0106	97 lbs.	42" Round Conference Table - Mahogany	42" Round x 29"H	\$279.00	\$	-
14062-0224	175 lbs.	Conference Rectangle Table 6' - Black	72"W x 36"D x 30"H	\$473.00	\$	-
14062-0220	175 lbs.	Conference Rectangle Table 6' - Mahogany	72"W x 36"D x 30"H	\$473.00	\$	-
14062-0281	175 lbs.	Conference Rectangle Table 6' - White	72"W x 36"D x 30"H	\$499.00	\$	-
14062-0225	220 lbs.	Conference Rectangle Table 8' - Black	96"W x 48"D x 30"H	\$510.00	\$	-
14062-0226	220 lbs.	Conference Rectangle Table 8' - Mahogany	96"W x 48"D x 30"H	\$510.00	\$	-
14062-0282	220 lbs.	Conference Rectangle Table 8' - White	96"W x 48"D x 30"H	\$536.00	\$	-
Office Furniture						
14309-0001	125 lbs.	Computer Kiosk - Black	24"Square x 42"H	\$410.00	\$	-
14179-0005	125 lbs.	Computer Kiosk - White	24"Square x 42"H	\$410.00	\$	-
14029-0098	56 lbs.	5 Shelf Bookcase - Black	36"W x 12"D x 72"H	\$394.00	\$	-
14029-0091	55 lbs.	5 Shelf Bookcase - Mahogany	36"W x 12"D x 72"H	\$394.00	\$	-
14072-0108	225 lbs.	Black Credenza	60"W x 20"D x 29"H	\$368.00	\$	-
14083-0105	290 lbs.	Black Double Pedestal Desk	60"W x 30"D x 29"H	\$420.00	\$	-
14072-0038	225 lbs.	Genoa Storage Credenza - Mahogany - 2 Drawer	66"W x 20"D x 29"H	\$368.00	\$	-
14072-0039	200 lbs.	Genoa Kneespace Storage Credenza - Mahogany	66"W x 20"D x 29"H	\$342.00	\$	-
14083-0117	290 lbs.	Genoa Exec. Desk - Mahogany - Double Pedestal	72"W x 36"D x 29"H	\$436.00	\$	-
05088-0365	70 lbs.	Vivid Café - Square Table Glass	42"Square x 30"H	\$342.00	\$	-
05088-0364	90 lbs.	Vivid Café - Rectangle Table Glass	60"W x 36"D x 30"H	\$394.00	\$	-
05088-0498	77 lbs.	Brooklyn II Rect Dining Table	60"W x 36"D x 30"H	\$410.00	\$	-
05088-0499	59 lbs.	Brooklyn II Round Dining Table	42" Round x 30"H	\$321.00	\$	-
05090-0001	90 lbs.	Aspen Dining Table	72"W x 30"D x 30"H	\$478.00	\$	-
05088-0505	200 lbs.	Brio Dining Table	96"W x 48"D x 30"H	\$641.00	\$	-
Metal File & Storage Cabinets						
14148-0001	35 lbs.	2 Drawer Vertical File - Letter Size Black	15"W x 25"D x 29"H	\$137.00	\$	-
14147-0001	35 lbs.	2 Drawer Vertical File - Legal Size Black	18"W x 25"D x 29"H	\$179.00	\$	-
14148-0002	45 lbs.	4 Drawer Vertical File - Letter Size Black	15"W x 25"D x 52"H	\$184.00	\$	-
14147-0002	45 lbs.	4 Drawer Vertical File - Legal Size Black	18"W x 25"D x 52"H	\$205.00	\$	-
14143-0006	100 lbs.	2 Drawer Lateral File - Black	36"W x 18"D x 27"H	\$184.00	\$	-
14143-0144	125 lbs.	2 Drawer Lateral File - Black	36"W x 20"D x 29"H	\$216.00	\$	-
14143-0008	170 lbs.	4 Drawer Lateral File - Black	36"W x 18"D x 54"H	\$226.00	\$	-
14034-0015	135 lbs.	Storage Cabinet - Black	36"W x 18"D x 72"H	\$226.00	\$	-
Pedestals						
12091-0023	50 lbs.	Display Pedestal 14" x 42" Black	14"Square x 42"H	\$273.00	\$	-
12091-0004	120 lbs.	Display Pedestal 24" x 42" Black	24"Square x 42"H	\$331.00	\$	-
12091-0002	55 lbs.	Display Pedestal 18" x 42" Black	18"Square x 42"H	\$305.00	\$	-
12091-0030	50 lbs.	Display Pedestal 14" x 42" White	14"Square x 42"H	\$273.00	\$	-
12091-0024	45 lbs.	Display Pedestal 14" x 36" Black	14"Square x 36"H	\$231.00	\$	-
12091-0034	75 lbs.	Display Pedestal 24" x 36" Black	24"Square x 36"H	\$331.00	\$	-
12091-0031	45 lbs.	Display Pedestal 14" x 36" White	14"Square x 36"H	\$231.00	\$	-
12091-0033	75 lbs.	Display Pedestal 24" x 36" White	24"Square x 36"H	\$331.00	\$	-
12091-0025	40 lbs.	Display Pedestal 14" x 30" Black	14"Square x 30"H	\$216.00	\$	-
12091-0003	80 lbs.	Display Pedestal 24" x 30" Black	24"Square x 30"H	\$315.00	\$	-
12091-0001	45 lbs.	Display Pedestal 18" x 30" Black	18"Square x 30"H	\$221.00	\$	-
12091-0032	40 lbs.	Display Pedestal 14" x 30" White	14"Square x 30"H	\$216.00	\$	-
14309-0001	125 lbs.	Locking Pedestal Black	24"Square x 42"H	\$410.00	\$	-
14179-0005	125 lbs.	Locking Pedestal White	24"Square x 42"H	\$410.00	\$	-
12091-0055	24 lbs.	Fuze Pedestal	16"Square x 44"H	\$226.00	\$	-
12091-0043	24 lbs.	London Pedestal	16"Square x 44"H	\$226.00	\$	-
Miscellaneous Items						
14189-0066	50 lbs.	Stanchion Chrome	41"H	\$63.00	\$	-
11526-0001	2 lbs.	Stanchion Rope - Red Velour	6' L	\$32.00	\$	-
14308-0009	8 lbs.	Literature Stand - Black	15"W x 12"D x 53.5"H	\$153.00	\$	-
14308-0010	8 lbs.	Literature Stand - Aluminum	15"W x 12"D x 53.5"H	\$153.00	\$	-
14308-0005	7 lbs.	Literature Rack - Black Metal	10.5"W x 9.5"D x 57"H	\$158.00	\$	-
01209-0003	50 lbs.	Compact Refrigerator Black - 4.0 Cu Ft	21"W x 22"D x 32"H	\$284.00	\$	-

Deadline Date
October 6, 2021



14523-0001	9.25 lbs.	iPad® Stand Black	14.25"W x 41.75"H	\$179.00		\$	-
14523-0002	9.25 lbs.	iPad® Stand Silver	14.25"W x 41.75"H	\$179.00		\$	-
Lighting							
09417-0001	4 lbs.	Brushed Steel Table Lamp - White	26"H	\$100.00		\$	-
09392-0001	8 lbs.	Brushed Steel Floor Lamp - White	66"H	\$142.00		\$	-
09417-0001	7 lbs.	Brushed Nickel Table Lamp - White	29"H	\$100.00		\$	-
09392-0001	12 lbs.	Brushed Nickel Floor Lamp - White	60"H	\$142.00		\$	-
09417-0001	7 lbs.	Rubbed Bronze Table Lamp - White	28"H	\$100.00		\$	-
09392-0001	11 lbs.	Rubbed Bronze Floor Lamp - White	60"H	\$142.00		\$	-
09392-0001	7 lbs.	Neutrino Steel Floor Lamp - Steel	67"H	\$142.00		\$	-

orders@expoeventservices.com



EXPO
EVENT SERVICES

DO NOT MAIL ORDER FORM - Email / Fax Form ONLY

Please make payments payable to: Expo Event Services
1700 York Avenue Suite 2T
New York, NY 10128

Total Product	\$	-
Late Fee %	\$	-
Sub Total	\$	-
Sales Tax %	\$	-
Total Amount Due	\$	-

Company Name	-	Credit Card Type	
Street Address		Credit Card #	
City		Card Holder	
State		Expiration Date	Security Code
Zip Code		Signature	
Name / Date of Show			
Booth Number	-	Date	
Contact Name		Email Address	
Contact Cell		Fax #	
Special Instructions:			

orders@expoeventservices.com

Atlanta Travel & Adventure Show
 October 16—17, 2021
 Georgia World Congress Center



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 FAX (770) 474-4676
 order@tlc-florist.com
 www.tlc-florist.com

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PRICES IN BOLD PRINT ARE DISCOUNT PRICES FOR ORDERS RECEIVED BY OCTOBER 1, 2021.

Exhibitor Name: _____ Booth Representative: _____
 Firm, Billing Name: _____ Purchase Order or Reference Number: _____
 Booth Number: _____ Credit Card #: _____
 Billing Address: _____ Expiration Date: _____ (CVV #) _____
 City: _____ State: _____ Zip: _____ Name of Credit Card Holder as shown on card _____
 Show Decorator: _____
 Phone: _____ Fax: _____ Authorized Signature: _____
 Cell: _____ Email Address: _____

How to Order: MAIL TO: P.O. Box 538, Rex, GA 30273 or 121 Pine Dr, Stockbridge, GA 30281
 EMAIL TO order@tlc-florist.com (770) 507-6777 (770) 474-4676 FAX

FLORAL ORDER FORM

**FROM SIMPLE AND ELEGANT TO WILD AND COLORFUL!
 LET A TLC DESIGNER CREATE THE PERFECT LOOK JUST FOR YOU!**



If you would like to specify color, size, type flowers, please do so below—**prices start at \$70.00.**

Qty _____ tropical flowers—Price \$ _____ each

Qty _____ Spring flowers—Price \$ _____ each

Color _____

Width _____ Height _____

Additional Request: _____

*Don't know what you want? Just want a splash of color?
 Let TLC designers choose your fresh seasonal flowers!*

Qty _____ TLC pick my colors, size, type flowers \$60.00 ea

Visit www.tlc-florist.com for additional sample pictures.
 For free design assistance, please call 770-507-6777 or email order@tlc-florist.com with any questions.



TLC Designers can provide the following:

- **Water Features**
 - **Fountains**
 - **Ponds**
 - **Water falls**
 - **Swamps**
 - **Garden Areas**
 - Tropical :**
(beach scenes; rain forests)
 - Seasonal:**
(Spring, Fall, Holiday)
 - Formal :**
(serenity garden, English garden)
 - **Border Areas:**
 - Hedges**
(control flow)
 - Lawn or Golf**
(promotional)
 - Trees**
(privacy)
- Special services are Available for hospitality Suites, award banquets, And VIP room deliveries.**

COLORFUL POTS OF VIBRANT FLOWERS!



Mums—12"-18"H
\$20.00/\$30.00
 each

Qty _____

White _____

Yellow _____

Lavender _____



Azaleas—12"H
\$35.00/\$45.00 each

Qty _____

White _____

Pink _____

Red _____



Bromeliads—12"-18"H
\$35.00/\$45.00 each




Qty _____

Purple _____ Red _____

Yellow _____ Orange _____

See next page for green plants.

FLORAL ORDER FORM

Ferns	Ivy	Pothos
		
Ferns \$35.00/\$45.00 each	Ivy—10”H x 10”W \$35.00/\$45.00 each	Pothos—12”H x 12”W \$35.00/\$45.00 each
Qty ____	Qty ____	Qty ____

3' Green Plants



\$39.95/\$48.00 each Qty ____

Standard 4' to 6' Green Plants



4' @ \$49.95/\$64 each Qty ____
 5' @ \$59.95/\$80 each Qty ____
 6' @ \$69.95/\$96 each Qty ____

7' H & Taller plants & Planters are available
 Call 770-507-6777 for price/availability



Planters are 2 1/2' long.

Top-dressed with azalea (pictured)
 Also available with mum
 Choose flower color for flower choice.

For Top-dressing with fern & azalea
 __ white, __ pink, __ red

For Top-dressing with fern & mum
 __ white, __ yellow, __ lavender



4' @ \$125/\$155 each, Qty ____
 5' @ \$135/\$170 each, Qty ____
 6' @ \$145/\$185 each, Qty ____

Seasonal Flowering Plants
 Call for Price & Availability



Rental price includes: Decorative container, top dressing, professional maintenance, installation and pick up. There is a one-time \$10.00 charge for **daily** floral delivery. **ALL ORDERS MUST BE PAID - IN - FULL PRIOR TO SHOW CLOSING.** We accept cash, company check, VISA, MASTERCARD, AMERICAN EXPRESS. Adjustments cannot be made after the close of the show. All rental items remain property of TLC Atlanta Convention Plant Services, Inc.
There is a restocking fee for orders cancelled less than 2 weeks prior to show opening.
Orders placed after the open of an event may be subject to a delivery fee.
Prices subject to change 2 weeks prior to move in.

Order Cost Summary

Select Container (Included in rental cost) Subtotal _____
 ___ Black ___ White ___ Wicker

8.9% Sales Tax _____

Chrome, Brass, Terra Cotta, & Other Containers are available. Total _____
 Please call 770-507-6777 for pricing.

Atlanta Travel & Adventure 2021

October 16-17, 2021



Georgia World Congress Center

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Wireless Services Order

Georgia World Congress Center

285 Andrew Young International Blvd., NW
 Atlanta, GA 30313
 Phone: 404-222-5500
 Fax: 404-222-5514
 http://www.cclid.net
 info@cclid.net

Event Name: _____ Booth #/Location: _____
 Company Name: _____ Event Date(s): _____
 Street Address: _____ City: _____ State: _____ Postal Code: _____
 Contact Name: _____ Telephone #: _____ Email Address: _____

PAYMENT MUST ACCOMPANY ORDER (Please make checks payable to CCLD. Note: We cannot accept checks from foreign banks nor can we accept cash.)

- Check Enclosed Money Order Enclosed Visa Mastercard American Express

Credit Card Number: _____ Expiration Date: _____ Security Code: _____

I HAVE READ AND AGREE TO ALL TERMS AND CONDITIONS OF THIS ORDER. PLEASE SEE BACK PAGE FOR COMPLETE TERMS & CONDITIONS.

Signature: _____ Date: _____ Name as it appears on credit card: _____

Incentive Rates Apply to Orders Received (with payment) 21 Calendar Days PRIOR to First Open Show Date.

WI-FI EXHIBITOR BOOTH SERVICES (MULTIPLE USERS)	INCENTIVE RATES	BASE RATES	QUANTITY	TOTAL
Wi-Fi In Booth Package: Up to 10 Users <i>** (login instructions will be emailed, customer may upgrade to use their own login information below)</i>	\$ 2,500	\$ 3,000		
Wi-Fi In Booth Package: Up to 20 Users <i>** (login instructions will be emailed, customer may upgrade to use their own login information below)</i>	\$ 3,500	\$ 4,000		
Wi-Fi In Booth Package: Up to 50 Users <i>(customer may provide their own Wi-Fi network name (SSID) and password at no additional charge)</i>	\$ 5,000	\$ 6,000		
Wi-Fi Network Name (SSID) and Password <i>** (Available to purchase with 10 user and 20 user packages above)</i>	\$ 750	\$ 1,000		
Please provide Wi-Fi Network Name (SSID) and Password if purchased above				
Wi-Fi Network Name (SSID): _____				
Wi-Fi Password (must be 8 characters & is case sensitive): _____				
Splash Page with Sponsor Logo (Template provided by CCLD) and Redirect Landing Page (URL that is customer specific)	\$ 2,500	\$ 3,000		

The 10, 20 and 50 user Wi-Fi networks above will be rate limited to 5Mbps per user.

WI-FI EXHIBITOR BOOTH SERVICES (PER USER)	INCENTIVE RATES	BASE RATES	QUANTITY	TOTAL
2Mbps Wi-Fi In Booth Connection per user	\$ 300	\$ 350		

This service is available on the exhibit floor and is priced per user. Each device requiring service would need a separate connection. The login information will be emailed after payment is processed and will include the Wi-Fi network name and password(s).

Please note: The above Wi-Fi Exhibitor Booth Services are available on the exhibit floor. For mission critical applications, we recommend using a wired internet connection as Wi-Fi is vulnerable to interference due to many different factors outside of our control. A separate paid network named GWCCWIFI is available exclusively in the lobbies and meeting rooms (excludes exhibit floors) offering a daily rate of \$25 for a 1Mbps connection. A free Wi-Fi network named GWCC Free Wi-Fi is available in the main lobby areas (excludes exhibit floors & meeting rooms).

Subtotal (Wi-Fi Services):	
8.9% Sales Tax:	
Total:	

Please email your order to info@cclid.net or fax to us at **404-222-5514**. A receipt and instructions will be sent after the order is received.

TERMS AND CONDITIONS

1. **Lease of Equipment.** CCLD agrees to lease and provide to Customer, and Customer agrees to lease and obtain from CCLD, the equipment and service described herein or on attached supplement(s), for the rental payment set forth herein, or on such attached supplement (plus all sales, use, and all other taxes due to federal, state, or local taxing authorities, if any, on the lease of equipment and provision of service here under). **Payment For Which Must Accompany Service Orders.**
2. **Term.** The equipment and services will be provided during the dates of the relevant show set forth on the CCLD Service Order Form, subject to the other provisions of this agreement. Prices are subject to change without notice.
3. **Use of PBX Switch and Related Services.** Customer's rental of the equipment shall include the usage of (but not physical access to) the common telecommunication equipment (collectively, the "Switch") serving the Customer at the convention facility identified on the CCLD Service Order Form (the "Building").
4. **Local Exchange Telephone Services.** Local exchange telephone services will be provided by the local telephone company's exchange services and facilities.
5. **Long Distance.** Long distance (interchange) services are provided by CCLD under license agreements with center management (1+ dialing) or arrangements directly between Customer and such other parties (0+ dialing). CCLD or other such parties may process billing for such service. Billing or other questions relating to long distance services should be directed initially to CCLD at the number shown on the CCLD Service Order Form. A \$0.75 surcharge per call will be charged on all Directory Assistance, Toll Free Numbers and Credit Card Calls.
6. **Request for Service; Payment.**
 - (a) Request for special arrangements must be received by CCLD no less than thirty (30) days prior to initial move in date. Custom/ Fiber orders must be received at least 60 days prior to move in date.
 - (b) Personal checks will be accepted with Advance Rate requests only.
 - (c) There will be \$50.00 service charge for all returned checks.
7. **Equipment Management.** Customer will be responsible for returning all telephone sets, hubs, or other equipment and related materials to the CCLD Service Desk within 2 hours of the close of show.
8. **Cancellations.** The equipment and services are being provided by CCLD under a license agreement with the building owner or manager. CCLD may cancel this Agreement and its obligations by notice to customer in the event such license agreement expires or is terminated, in which event CCLD's only obligation shall be to refund any advanced payments made by Customer.
9. **Customer's Duties.**
 - (a) Customer will use the equipment in a careful and proper manner. Customer shall not make any alterations, attachments, or additions to the equipment without CCLD's written consent. Only CCLD employees or approved personnel are authorized to modify system wiring.
 - (b) Customer shall be liable for any loss or damage to the equipment arising from Customer's negligence, intentional act, unauthorized maintenance other cause within the reasonable control of Customer, its representatives, employees, agents, or invitees. In the event of any loss or damage to the equipment for which Customer is liable, Customer shall reimburse CCLD for the reasonable cost of the repair or replacement. **You will be charged upon non-return of the equipment.** Standard Telephone Sets, \$75.00 each; Multi-line Sets, \$300.00 each; Speaker Phone Sets, \$75.00 each; Fax Machines, \$500.00 each; Polycom Sets, \$300.00 each; Pagers, \$150.00 each; Cellular Phones, \$500.00 each; Hubs, \$300.00 each. Any additional equipment rented by CCLD will have an agreed upon non-return charge amount at time of rental. All charges are subject to a 8% sales tax.
 - (c) The equipment shall remain the sole and exclusive property of CCLD or its assignee, and nothing contained herein shall give or convey to Customer any right, title or interest whatever in the equipment which shall, at all times, be and remain personal property notwithstanding that it may be or become attached to or embedded in the realty. **Customer should pick up equipment and/or instructions at the CCLD Service Desk.**
10. **Events of Customer Default.** Customer shall be in default hereunder if Customer fails to pay when due any rental payment or service charge or any other indebtedness to CCLD, or Customer fails to return equipment to CCLD when required to do so hereunder fails to perform or observe any other obligation or covenant to be performed or observed by Customer hereunder. **No credit will be given for equipment or service cancelled after installation date. Installation date is same as Show Move in date. A \$55.00 process charge per service will be applied to any orders cancelled prior to move in date.**
11. **Remedies of CCLD.** At any time after a default by the Customer, CCLD may terminate this Agreement, by notice to Customer, and repossess the equipment, whereupon customers' right to use the equipment shall cease but Customer shall remain liable for all unpaid charges, and CCLD may apply and retain all or such portion of customers deposit as may be necessary to compensate CCLD for any unpaid charges or damages and expenses incurred on account of such default, or CCLD may exercise any other rights accruing to a lessor under any applicable law upon a default by a lessee.
12. **Limitation of Liability.**
 - (a) CCLD's obligations under this Agreement are subject to, and CCLD shall not be liable for delays, failure to perform or damage or destruction or malfunction of the equipment or services or any consequence of any of the above, caused, occasioned or due to fire, flood, water, the elements, labor disputes or shortages, utility curtailments, power failure, explosions, civil disturbances, government regulatory requirements, acts of God or public enemy, war, military or government requisition, shortages of equipment or supplies, unavailability of transportation, acts or omissions of anyone other than CCLD, its representatives, agents or employees, or any other cause beyond CCLD's reasonable control.
 - (b) In all situations involving performance or non-performance of equipment or related programs of services furnished under this Agreement, the Customer's sole and exclusive remedy and CCLD's sole and exclusive liability will be (i) the adjustment or repair of the equipment or replacement of the its parts by CCLD or at CCLD's option, replacement of the equipment, or correction of programming errors or (ii) if, after reasonable and repeated efforts, CCLD is unable to install the equipment or replacement equipment in good working order, or to restore the same to good working order, or to make programming operate, the Customer shall be entitled to terminate this Agreement and receive a refund equal to the excess (if any) of (1) the total amount theretofore paid by Customer to CCLD for equipment and services under this Agreement, or (2) the reasonable value of Customer's use of the equipment and services.
 - (c) **In no event shall CCLD be liable to the Customer 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, fortuitous conduct, failure of the equipment or services of CCLD or breach of any of the provisions of this Agreement, regardless of the form of action, whether in contract or in tort, including strict liability and negligence, even if CCLD has been advised of the possibility of such damages, or for any damages caused by the Customer's failure to perform the Customer's responsibilities. Such excluded damages include, but are not limited to, loss of profits, loss of use or interruption of business, or other consequential of indirect economic loss.**
 - (d) Customer acknowledges and agrees that neither the owner of the building nor the prime licensee of other party responsible for the event in which the Customer is participating is responsible for the provision of the equipment or the services, and that neither such party shall be liable to Consumer for any failure or defect in such equipment or services.
 - (e) Claims will not be considered unless filed in writing with CCLD by Customer prior to the close of the event identified on the order form submitted.
13. **Indemnification.** Customer hereby assumes liability for and agrees to indemnify, protect and hold wholly harmless CCLD and its agents, employees, officers, directors, and any and all successors and assigns, from and against any and all liabilities, obligations, losses, damages, injuries, claims, demands, penalties, actions, costs, and expenses, including reasonable attorney's fees, in contract, in tort or otherwise, which result from and arise out of the negligent or wrongful use of the equipment or the services, or from the acts or omissions of the Customer or its representatives, agents, employees, or invitees.
14. **Assignment.** CCLD shall have the right to assign its interest under the Agreement to any other party subsequently providing equipment and services to the building.
15. **Entire Agreement; Amendment.** This Agreement and any attached supplement(s) constitute the entire agreement between the parties hereto and supercedes all prior oral or written discussions or agreements. This Agreement may be amended only by a written agreement executed between both parties.
16. **Governing Law.** This Agreement shall be construed under the laws of the state in which the building is located.
17. **Cellular Air Time (Usage).** Cellular services are billed by license agreements with CCLD. Billing for such services will be billed separately by CCLD.
18. **Wireless Applications.** Users of wireless hardware (e.g. 802.11) and/or applications must contact CCLD to coordinate frequency usage.
19. **Exclusivity.** CCLD is the exclusive voice/data communications provider for the GWCCA. As such all outside proxy servers, routers, or any machine used to propagate a single I.P. address to multiply devices are forbidden. Each device, which has the ability to see the internet, must have an I.P. address purchased for that device.



Exhibitor Order Form 2021



To place an order for AV equipment for your exhibit booth, please fill out this form and return it via email to exhibitservices@turningpointav.com or fax to 320-341-2270.

You may also fill out and submit the order form online at: www.TurningPointAV.com/exhibitor-orders

Onsite Contact Information

Company Name:

Booth Number:

Onsite Contact Name:

Set up Date:

Onsite Contact Phone Number:

Removal Date:

Equipment All equipment is charged on a per event basis	Advance Price ordered prior to 10 days of show start date	Standard Price ordered within 10 days of show start date, subject to availability	Quantity
32" LED Monitor (HDMI input) w/ tripod pole stand <small>Monitors come with the ability to play video via laptop or jump drive</small>	\$500.00	\$900.00	
50" LED Monitor (HDMI input) w/tripod pole stand <small>Monitors come with the ability to play video via laptop or jump drive</small>	\$900.00	\$1,900.00	0
3,000 Lumen LCD Projector Package (Includes LCD projector and 6' Tripod Screen)	\$700.00	\$1,400.00	
Wireless Handheld Microphone w/floor stand and (1) Powered Speaker	\$550.00	\$1,100.00	
DVD Player*	\$200.00	\$400.00	
Blu-Ray Player**	\$200.00	\$400.00	
PC Laptop Computer w/ Microsoft Office	\$500.00	\$1,000.00	

Labor - All exhibit hall AV setups will be charged a \$100.00 set up and removal fee. All orders will be set by end of day Friday and struck by end of day Sunday.

Power – All power needs should be directed to your exhibit contractor at the venue. Turning Point AV does not provide power.

Please list any additional items you may require and Turning Point AV will contact you with availability and pricing:

*DVD player playback is for **REGION 1 ONLY** (U.S., U.S. Territories, Canada, and Bermuda). Please contact us at exhibitservices@TurningPointAV.com if you need to make special arrangements for locations outside of those listed.

Blu Ray player playback is for **REGION A/1 ONLY (North America, Central America, South America, Japan, North Korea, South Korea, Taiwan, Hong Kong and Southeast Asia). Please contact us at exhibitservices@TurningPointAV.com if you need to make special arrangements for locations outside of those listed.

Please ensure there are no playback restrictions attached to your media. Turning Point AV is not responsible for media not formatted for replay on US consumer grade players.

Payment

I would like to pay with company check An invoice with total amount due will be emailed to you.

Contact Name:

Email Address:

Company Name:

Telephone Number:

Billing Street Address:

City:

State:

Postal Code:

I would like to pay with credit card A 3.5% processing fee will be charged to all credit card payments. A receipt with total amount paid will be emailed to you.

Contact Name:

Email Address:

Company Name:

Telephone Number:

Billing Street Address:

City:

State:

Postal Code:

Credit Card Type: Credit Card Number

Expiration Month:

Expiration Year

Security Code:

MasterCard Visa American Express Discover

Customer Service Inquires: Call: 855-487-2811 x213 | Email: exhibitservices@turningpointav.com



Exhibitor Rental Terms and Conditions

Turning Point AV agrees to rent equipment and provide service in accordance with the following stipulations:

- The rental period is all or any portion of 3 days. Client agrees to pay rental fee stipulated for the period stated. If equipment is used for a longer period, additional rental fees will be accrued.
- This contract supersedes any and all previous verbal or written contracts and is held inviolable unless mutually agreed in writing.
- These terms and conditions supersede all previous representations, understanding, or agreements and shall prevail notwithstanding any variance with terms and conditions of any order submitted. These terms and conditions may be modified by Turning Point AV at any time.
- Equipment cancellation charges will be incurred at 100% for cancellations within 7 days of your event.
- The cancellation at any time of custom made products, such as gobos or items imprinted with custom logos, will be charged at 100%.
- Turning Point AV is not responsible for contractual agreements between Client and venue regarding audio visual.
- All request for services after your arrival are subject to the availability of the equipment and the services of our technicians.
- Emergency service will be billed at the prevailing rate.
- If you are uncertain of your requirements or for any changes you must notify the Turning Point AV Event Production Manager.
- PAYMENT TERMS: All payment must be received in full before delivery of equipment. A 3.5% processing fee will be added to all credit card payments.
- Neither party shall be liable in damages or have the right to terminate this Agreement for any delay or default in performing hereunder if such delay or default is caused by conditions beyond its control including, but not limited to Acts of God, Government restrictions (including the denial or cancellation of any export or other necessary license), wars, insurrections and/or any other cause beyond the reasonable control of the party whose performance is affected.
- In the event of a dispute between parties, payment due period will be extended until the dispute between parties is resolved. The prevailing party in such a dispute shall recover attorney's fees and cost incurred.
- If necessary to enforce the collection of amount due under this contract, Client agrees to pay all collection costs and charges including court costs and attorney's fees.
- If you are bringing a computer that will be used for presentation purposes during your event, the computer should be tested with the show equipment. Turning Point AV recommends testing the equipment to ensure compatibility and a smooth show. Please be sure you are familiar with the operation of both your computer and software.
- All equipment rentals are based upon a per room basis and not to be taken out of initial set up room for use elsewhere, unless other arrangements have been agreed to by client and Turning Point AV.



Event Name: _____ Booth #/Location: _____
 Company Name: _____ Event Date(s): _____
 Street Address: _____ City: _____ State: _____ Postal Code: _____
 Contact Name: _____ Telephone #: _____ Email Address: _____

PAYMENT MUST ACCOMPANY ORDER (Please make checks payable to CCLD. Note: We cannot accept checks from foreign banks nor can we accept cash.)

- Check Enclosed Money Order Enclosed Visa Mastercard American Express

Credit Card Number: _____ Expiration Date: _____ Security Code: _____

I HAVE READ AND AGREE TO ALL TERMS AND CONDITIONS OF THIS ORDER. PLEASE SEE BACK PAGE FOR COMPLETE TERMS & CONDITIONS.

Signature: _____ Date: _____ Name as it appears on credit card: _____

Incentive Rates Apply to Orders Received (with payment) 21 Calendar Days PRIOR to First Open Show Date.
ORDERS PLACED ON-SITE ARE SUBJECT TO 20% EXPEDITE FEE.

TELECOMMUNICATIONS SERVICES	INCENTIVE RATES	BASE RATES	QUANTITY	TOTAL
Switched Telephone Line (Must dial 9 for an outside line)	\$ 265	\$ 305		
Dedicated Telephone Line (Telco Line, no dial 9)	\$ 475	\$ 475		
Multi-Line Handset Rental (12-button)	\$ 250	\$ 300		
Polycom Speakerphone Rental	\$ 250	\$ 300		

A credit card must be supplied with this order for long distance service to be provided. A \$0.75 surcharge per call will be charged on all Toll Free (1-800), Directory Assisted and Credit Card Calls. Long Distance charges will be billed within 30 days of move-out and charged to your credit card.

SHARED WIRED INTERNET SERVICES	INCENTIVE RATES	BASE RATES	QUANTITY	TOTAL
High-Speed Internet Connection with 1 IP Address (Wired Drop originates from overhead, please provide detailed location)	\$ 1,195	\$ 1,445		
Additional Device / IP Address	\$ 145	\$ 190		
16-Port Hub Rental	\$ 150	\$ 175		
8-Port Firewall Rental (Includes Configuration)	\$ 495	\$ 525		
25-Foot CAT-5 Patch Cables	\$ 65	\$ 65		
50-Foot CAT-5 Patch Cables	\$ 90	\$ 90		
100-Foot CAT-5 Patch Cables	\$ 150	\$ 150		
Floor Labor Rate, Booth Cabling, etc. (per hour)	\$ 65	\$ 65		
Network Engineering Rate (per hour)	\$ 125	\$ 125		

Customer may utilize their own router (wired or wireless) and cables when using this shared wired service if desired. CCLD does require that an Additional Device/IP Address be purchased for each device utilizing the Shared Wired Internet service.

DEDICATED BANDWIDTH WIRED INTERNET SERVICES	INCENTIVE RATES	BASE RATES	QUANTITY	TOTAL
Dedicated 3Mbps Bandwidth Connection	\$ 3,995	\$ 4,595		
Dedicated 6Mbps Bandwidth Connection	\$ 6,995	\$ 7,595		
Dedicated 10Mbps Bandwidth Connection	\$ 9,995	\$ 10,595		
Dedicated 15Mbps Bandwidth Connection	\$ 13,995	\$ 14,595		
Dedicated 20Mbps Bandwidth Connection	\$ 16,995	\$ 17,595		

Dedicated services work well for high bandwidth applications such as webcasting, streaming media, etc. Larger increments of dedicated bandwidth are available upon request.

Subtotal (Telecommunications + Internet Services):	
Add 20% Expedite Fee for On-Site Orders:	
8.9% Sales Tax:	
Total:	

Exhibit Floor Internet Connections originate overhead. Please attach a scaled drawing showing service locations with reference to adjacent aisle numbers or booths. If not received, CCLD will place services in the center of the booth. Requests to change location of services will be subject to a \$300.00 Relocation Charge.

TERMS AND CONDITIONS

1. **Lease of Equipment.** CCLD agrees to lease and provide to Customer, and Customer agrees to lease and obtain from CCLD, the equipment and service described herein or on attached supplement(s), for the rental payment set forth herein, or on such attached supplement (plus all sales, use, and all other taxes due to federal, state, or local taxing authorities, if any, on the lease of equipment and provision of service here under). **Payment For Which Must Accompany Service Orders.**
2. **Term.** The equipment and services will be provided during the dates of the relevant show set forth on the CCLD Service Order Form, subject to the other provisions of this agreement. Prices are subject to change without notice.
3. **Use of PBX Switch and Related Services.** Customer's rental of the equipment shall include the usage of (but not physical access to) the common telecommunication equipment (collectively, the "Switch") serving the Customer at the convention facility identified on the CCLD Service Order Form (the "Building").
4. **Local Exchange Telephone Services.** Local exchange telephone services will be provided by the local telephone company's exchange services and facilities.
5. **Long Distance.** Long distance (interchange) services are provided by CCLD under license agreements with center management (1+ dialing) or arrangements directly between Customer and such other parties (0+ dialing). CCLD or other such parties may process billing for such service. Billing or other questions relating to long distance services should be directed initially to CCLD at the number shown on the CCLD Service Order Form. A \$0.75 surcharge per call will be charged on all Directory Assistance, Toll Free Numbers and Credit Card Calls.
6. **Request for Service; Payment.**
 - (a) Request for special arrangements must be received by CCLD no less than thirty (30) days prior to initial move in date. Custom/ Fiber orders must be received at least 60 days prior to move in date.
 - (b) Personal checks will be accepted with Advance Rate requests only.
 - (c) There will be \$50.00 service charge for all returned checks.
7. **Equipment Management.** Customer will be responsible for returning all telephone sets, hubs, or other equipment and related materials to the CCLD Service Desk within 2 hours of the close of show.
8. **Cancellations.** The equipment and services are being provided by CCLD under a license agreement with the building owner or manager. CCLD may cancel this Agreement and its obligations by notice to customer in the event such license agreement expires or is terminated, in which event CCLD's only obligation shall be to refund any advanced payments made by Customer.
9. **Customer's Duties.**
 - (a) Customer will use the equipment in a careful and proper manner. Customer shall not make any alterations, attachments, or additions to the equipment without CCLD's written consent. Only CCLD employees or approved personnel are authorized to modify system wiring.
 - (b) Customer shall be liable for any loss or damage to the equipment arising from Customer's negligence, intentional act, unauthorized maintenance other cause within the reasonable control of Customer, its representatives, employees, agents, or invitees. In the event of any loss or damage to the equipment for which Customer is liable, Customer shall reimburse CCLD for the reasonable cost of the repair or replacement. **You will be charged upon non-return of the equipment.** Standard Telephone Sets, \$75.00 each; Multi-line Sets, \$300.00 each; Speaker Phone Sets, \$75.00 each; Fax Machines, \$500.00 each; Polycom Sets, \$300.00 each; Pagers, \$150.00 each; Cellular Phones, \$500.00 each; Hubs, \$300.00 each. Any additional equipment rented by CCLD will have an agreed upon non-return charge amount at time of rental. All charges are subject to a 8% sales tax.
 - (c) The equipment shall remain the sole and exclusive property of CCLD or its assignee, and nothing contained herein shall give or convey to Customer any right, title or interest whatever in the equipment which shall, at all times, be and remain personal property notwithstanding that it may be or become attached to or embedded in the realty. **Customer should pick up equipment and/or instructions at the CCLD Service Desk.**
10. **Events of Customer Default.** Customer shall be in default hereunder if Customer fails to pay when due any rental payment or service charge or any other indebtedness to CCLD, or Customer fails to return equipment to CCLD when required to do so hereunder fails to perform or observe any other obligation or covenant to be performed or observed by Customer hereunder. **No credit will be given for equipment or service cancelled after installation date. Installation date is same as Show Move in date. A \$55.00 process charge per service will be applied to any orders cancelled prior to move in date.**
11. **Remedies of CCLD.** At any time after a default by the Customer, CCLD may terminate this Agreement, by notice to Customer, and repossess the equipment, whereupon customers' right to use the equipment shall cease but Customer shall remain liable for all unpaid charges, and CCLD may apply and retain all or such portion of customers deposit as may be necessary to compensate CCLD for any unpaid charges or damages and expenses incurred on account of such default, or CCLD may exercise any other rights accruing to a lessor under any applicable law upon a default by a lessee.
12. **Limitation of Liability.**
 - (a) CCLD's obligations under this Agreement are subject to, and CCLD shall not be liable for delays, failure to perform or damage or destruction or malfunction of the equipment or services or any consequence of any of the above, caused, occasioned or due to fire, flood, water, the elements, labor disputes or shortages, utility curtailments, power failure, explosions, civil disturbances, government regulatory requirements, acts of God or public enemy, war, military or government requisition, shortages of equipment or supplies, unavailability of transportation, acts or omissions of anyone other than CCLD, its representatives, agents or employees, or any other cause beyond CCLD's reasonable control.
 - (b) In all situations involving performance or non-performance of equipment or related programs of services furnished under this Agreement, the Customer's sole and exclusive remedy and CCLD's sole and exclusive liability will be (i) the adjustment or repair of the equipment or replacement of the its parts by CCLD or at CCLD's option, replacement of the equipment, or correction of programming errors or (ii) if, after reasonable and repeated efforts, CCLD is unable to install the equipment or replacement equipment in good working order, or to restore the same to good working order, or to make programming operate, the Customer shall be entitled to terminate this Agreement and receive a refund equal to the excess (if any) of (1) the total amount theretofore paid by Customer to CCLD for equipment and services under this Agreement, or (2) the reasonable value of Customer's use of the equipment and services.
 - (c) **In no event shall CCLD be liable to the Customer 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, fortuitous conduct, failure of the equipment or services of CCLD or breach of any of the provisions of this Agreement, regardless of the form of action, whether in contract or in tort, including strict liability and negligence, even if CCLD has been advised of the possibility of such damages, or for any damages caused by the Customer's failure to perform the Customer's responsibilities. Such excluded damages include, but are not limited to, loss of profits, loss of use or interruption of business, or other consequential of indirect economic loss.**
 - (d) Customer acknowledges and agrees that neither the owner of the building nor the prime licensee of other party responsible for the event in which the Customer is participating is responsible for the provision of the equipment or the services, and that neither such party shall be liable to Consumer for any failure or defect in such equipment or services.
 - (e) Claims will not be considered unless filed in writing with CCLD by Customer prior to the close of the event identified on the order form submitted.
13. **Indemnification.** Customer hereby assumes liability for and agrees to indemnify, protect and hold wholly harmless CCLD and its agents, employees, officers, directors, and any and all successors and assigns, from and against any and all liabilities, obligations, losses, damages, injuries, claims, demands, penalties, actions, costs, and expenses, including reasonable attorney's fees, in contract, in tort or otherwise, which result from and arise out of the negligent or wrongful use of the equipment or the services, or from the acts or omissions of the Customer or its representatives, agents, employees, or invitees.
14. **Assignment.** CCLD shall have the right to assign its interest under the Agreement to any other party subsequently providing equipment and services to the building.
15. **Entire Agreement; Amendment.** This Agreement and any attached supplement(s) constitute the entire agreement between the parties hereto and supercedes all prior oral or written discussions or agreements. This Agreement may be amended only by a written agreement executed between both parties.
16. **Governing Law.** This Agreement shall be construed under the laws of the state in which the building is located.
17. **Cellular Air Time (Usage).** Cellular services are billed by license agreements with CCLD. Billing for such services will be billed separately by CCLD.
18. **Wireless Applications.** Users of wireless hardware (e.g. 802.11) and/or applications must contact CCLD to coordinate frequency usage.
19. **Exclusivity.** CCLD is the exclusive voice/data communications provider for the GWCCA. As such all outside proxy servers, routers, or any machine used to propagate a single I.P. address to multiply devices are forbidden. Each device, which has the ability to see the internet, must have an I.P. address purchased for that device.

COMPANY (INCLUDE BOOTH NAME IF DIFFERENT)	MAIN CONTACT	
BILLING ADDRESS		
CITY	STATE, COUNTRY	ZIP CODE
PHONE NUMBER	FAX NUMBER	E-MAIL
EVENT/TRADESHOW	ROOM/BOOTH NUMBER	FACILITY/HALL
ON SITE AUTHORIZED CONTACT/CONTACT NUMBER	# OF EXPECTED GUESTS	

DAY/ DATE	REQUESTED DELIVERY TIME/END TIME (Contact must be present)	ITEM DESCRIPTION	QUANTITY	PRICE

(Please use additional sheet if needed)

INSTRUCTIONS:

- PLEASE** contact our office if you do not receive your catering agreement, banquet orders, and balance due within 14 days of placing your order; receipt of these forms **CONFIRMS** your order has been placed.
- Full payment must be received **5 business days** prior to the start of services (checks and/or wire transfers must be received **10 days** prior); all replenishment orders during the show must be guaranteed by credit card; any balance of charges due will be billed to this credit card.
- Additions/Increases for the next day must be requested by **1 pm the previous day**. **Cancellations require a 48-hour notice or full charges will be incurred; special order items may be reduced; however you will still incur all charges.**
- Actual service delivery time may range from one hour prior to thirty minutes after your requested delivery time.**
- 24% Service Charge, 8.9% Sales Tax, and 3% City Liquor Tax (where applicable) will be added to total.
- If food/beverage order is less than \$50.00 per delivery, a \$50.00 delivery fee will be charged.**
- If purchasing alcoholic beverages, the undersigned agrees to comply with all applicable laws regarding the use, sale, serving or other disposition of such alcoholic beverages. Accordingly, the undersigned agrees to indemnify and forever hold harmless Levy Restaurants and the GWCCA from all liabilities, damages, losses, costs or expenses resulting directly or indirectly from the undersigned use, sale, serving or other disposition of such alcoholic beverages.

Please let this letter serve as my formal written authorization and approval for you to charge the below described credit card for any and all charges and costs related to food services at the Georgia World Congress Center. This letter shall constitute my express written permission for you to charge, to the extent not previously paid for, the credit card for the initial deposit, the balance due before the event and any additional charges incurred during the event.

CREDIT CARD INFORMATION

Card Type: Visa MC Amex Discover

Other Payment Options: Check Wire Transfer (must be received 10 business days before first show day)

Name as appears on card: _____ Credit

card number: _____ Expiration date: _____ Security Code: _____ Signature

of cardholder: _____

MAIL, FAX, OR SCAN TO: LEVY RESTAURANTS 285 Andrew Young International Blvd., NW, Atlanta, GA 30313-1591
Ph: 404-223-4500 Fax: 404-223-4511 E-mail: foodservices@levyrestaurants.gwcc.com



AUTHORIZATION REQUEST

Sample Food and/or **Non-Alcoholic** Beverage Distribution

Levy Restaurant has exclusive food and beverage distribution rights within the Georgia World Congress Center and Georgia Dome. Sponsoring organizations of expositions and trade shows, and/or their exhibitors, may distribute sample food and/or **Non-Alcoholic** beverage products **ONLY** upon written authorization.

General Conditions:

1. Items dispensed are limited to products manufactured or processed by exhibiting firms and are related to the purpose of the show.
2. All items limited to SAMPLE SIZE.
 - a. **Non-Alcoholic** Beverages limited to maximum of 4oz.
 - b. Food items limited to maximum of 2oz.
3. The firm named below acknowledges they have sole responsibility for the use, sale, servicing or other disposition of such items in compliance with all applicable laws. Accordingly, the firm agrees to indemnify and forever hold harmless Levy Restaurants and the Georgia World Congress Center from all liabilities, damages, losses, costs or expenses directly or indirectly from their use, sale, serving or other disposition of such items.
4. Standard fees for handling, delivery, ice or other services required from Levy will be charged where applicable, including 21% service and 8% sales tax.
5. Other food and/or beverage items used as traffic promoters (i.e. coffee, sodas, bottled water, popcorn, etc.) **MUST** be purchased from Levy Restaurants.

Name of Event _____ Booth No. _____

Firm Name _____

Contact _____ Title _____

Telephone _____ Fax _____ E-Mail _____

City _____ State _____ Zip _____

Product(s) you reason you wish to dispense items: _____

Portion size and method of dispensing items: _____

Approved _____

General Manager
Levy Restaurants

For additional services and information, please contact Levy Restaurants.

PLEASE RETURN FORM TO LEVY RESTAURANTS AT LEAST TWO WEEKS PRIOR TO START OF SHOW TO ENSURE CONFIRMATION.

Levy Restaurants
285 International Boulevard, N.W., Atlanta, GA 30313-1591
Telephone 404-223-4500 Fax: 404-223-4511



Georgia World
Congress Center

COVID-19 UPDATE:
Not all menu items are available due to operational standards in compliance with local health regulations and CDC guidelines. Please confirm details of your event with your Levy catering sales manager.

MENU

Catering & Private Events





Georgia World
Congress Center

A warm Atlanta

WELCOME

IN THE HEART of Atlanta, the Georgia World Congress Center (GWCC) is the world's largest LEED certified convention center. It encloses some 3.9 million feet in exhibition space and consists of three adjacent buildings, Buildings A, B, and C. In total these buildings have twelve exhibit halls, 98 meeting rooms, and two ballrooms. GWCC hosts more than a million visitors each year and is the

third-largest convention center in the United States. As a family of passionate restaurateurs, we realize we earn our reputation one event, one meal and one gesture at a time. Our goal is to ensure your experience is one that you and your guests will truly enjoy.



Your Chef BILLY VELASQUEZ

Our Executive Chef Billy Velasquez pairs fresh local ingredients with seasonal specialties from around the world to create elevated cuisine at the Georgia World Congress Center. Most recently Billy has been the Executive Sous Chef at the Georgia World Congress Center since 2012. Chef Billy has had direct impact on large scale events for GWCC for recognized partners such as Microsoft, NFL, Coca Cola, and NCAA..

Billy is passionate about responsible cooking and investing time with fellow chefs to bring GWCC into a new era of great food and service.

“Southern heritage comes alive through traditional regional recipes prepared with a modern twist. Classic Atlanta flavor in every bite.”

“GOOD-OLE-SOUTHERN” BREAKFAST EXPERIENCE

Breakfast is the most important meal of the day, and we take that very seriously. From our signature freshly baked pastries and a bounty of ripe, refreshing fruit to wholesome and hearty hot morning favorites, we will make sure you start your day off right.



“GOOD-OLE-SOUTHERN” BREAKFAST EXPERIENCE

Enjoy our signature fresh baked European style breakfast pastries, market style whole fruit, orange juice, coffee, decaf and a selection of hot teas.

15.00 PER GUEST

Enhance your breakfast experience by adding an array of toasty breakfast sandwiches, premium pastries, and top notch savory and sweet sides.

ENHANCEMENTS

Add any of the following breakfast enhancements to create a full hot breakfast chef's table. Priced per person.

Scrambled Eggs **5.00**

Hard Cooked Eggs in Shell **2.00**

French Toast Casserole **5.00**

Potato Hash **3.00**

Asparagus and Peppadew Frittata **5.00**

Yukon Gold Potatoes **3.00**

Oatmeal with Brown Sugar, Walnuts and Raisins **5.00**

Assorted Cereals with 2% Milk **3.00**

Stone Ground Grits **3.00**

Yogurt (Plain, Fruit Flavored and Lowfat) **4.00**

Pork Sausage Links **5.00**

Hickory Smoked Bacon **5.00**

Turkey Sausage Links **5.00**

Chicken Apple Sausage **5.00**

BREAKFAST SANDWICHES

Southern Breaded Chicken and Egg Biscuit

Country Ham, Pimento Aioli and Egg on Ciabatta

Sausage and Egg Croissant

Egg white, Spinach on an English Muffin

9.00 EACH

PLATED BREAKFAST

All of our items are served with freshly baked pastries, whipped butter, juice and coffee service.

Selection 1 Asparagus & Peppadew Pepper Frittata served with breakfast potatoes and chicken and apple sausage.

28.00

Selection 2 Farm Fresh Scrambled Eggs, potato hash and pecan smoked bacon.

25.00

Selection 3 Hardwood Smoked Bacon Quiche with Jack Cheese with Yukon gold potatoes and turkey sausage links.

25.00

Selection 4 Brioche French Toast with berry compote and maple syrup served with breakfast sausage and grilled pineapple and berry garnish.

25.00

Prices are exclusive of a 24% Service Charge and 8.9% Sales Tax

ALL DAY BREAKS

Fuel up with fresh fruit, satisfy your sweet tooth with a customizable energy mix, or conquer your craving for something salty with our Artisan Pretzels. Customize your snack break selections to suit any time of day.



ALL DAY BREAKS

ASSORTED SNACKS

Assorted cookies by the dozen
(Chocolate Chip, Sugar, Oatmeal Raisin)
44.00 per dozen

Brownies by the dozen *44.00 per dozen*

Breakfast Pastries by the dozen
45.00 per dozen

Cupcakes *48.00 per dozen*

Bagged Chips *43.00 per dozen*

Granola Bars *28.00 per dozen*

Whole fruit *40.00 per dozen*

Sliced Fruit Platter *8.00 per person*

Potato Chips & Choice of Dip *46.00 per lb*

Choice of Nuts *23.00 per lb*

Tortilla Chips & Salsa Choice *50.00 per lb*

Individual Yogurts *4.00 each*

ARTISAN BAVARIAN PRETZEL

Hand rolled in-house and served warm

Traditional Salted Bavarian with local
IPA mustard

Jalapeno, Cheddar with cheese sauce

Cinnamon Sugar with Vanilla Bean Sauce

8.00 PP

CREATE YOUR OWN ENERGY MIX

An assortment of gourmet favorites allows
your guests to customize a sweet or savory
combination.

Dried Papaya

Roasted Peanuts

Dried Pineapple

Dried Cranberries

Yogurt Raisins

Chocolate chunks

Roasted Almonds

Banana Chips

Granola

9.00 PP

Prices are exclusive of a 24% Service Charge and 8.9% Sales Tax

CHEF'S BEST BOX LUNCHESES

These lunches, expertly crafted by our culinary team, are chef tested and guest approved. Our out-of-the-box take on lunch delivers luscious local flavors, high-quality ingredients, and easily customized offerings that will please even the most particular palates.



CHEF'S BEST BOX LUNCHES

Choose from a lineup of chef favorites to build creative lunches featuring mouthwatering gourmet sandwiches, crisp farm-fresh salads, crunchy sides, and sweet treats. Lunch includes your entrée of choice, two sides and a chocolate chip cookie. Each box must contain the same sides.

27.00 PER PERSON

GOURMET SANDWICHES

Highlands Turkey – Gouda, peach chutney and Vidalia onion on honey wheat roll

Grilled Chicken – Braised spinach, roasted tomato and herb cheese spread on ciabatta

Roast Beef and Gruyere – Horseradish Cream on onion roll

Smoked Ham and Swiss – Mustard butter on pretzel bun

ZLT Flatbread – Zucchini, smoked tomato pesto and pepperjack cheese

FARMER ENTREE SALADS

Grilled Chicken Caesar - Crisp lettuce, parmesan cheese and garlic croutons

Vegetable Chop - Broccoli, tomato, garbanzo bean, cucumber and onion with honey dijon dressing

Bistro Style - Artichokes, roasted red peppers, tomato, carrots and hard cooked egg with aged balsamic vinaigrette

Deluxe Garden - Carrots, cucumber, onions, bell peppers with peppercorn dill dressing

Add chicken to any salad +2.00 per guest

SIDES

Select two side per box selection

Apple

Kettle Chips

Mustard Potato Salad

Vegetable Pasta Salad

Prices are exclusive of a 24% Service Charge and 8.9% Sales Tax

PLATED MEALS

Fresh, house-made, and packed with the best local flavors, our premier array of innovative entrees are sure to impress your guests. Let our chefs make your meal memorable with a menu showcasing the finest ingredients in delectable dishes.



PLATED MEALS

Our freshly prepared entrees are hand-crafted and served with signature rolls, whipped butter and Chef's choice of seasonal vegetable, Iced Tea, and Water.

SALAD

Arugula, shaved fennel, Valencia orange, and Meyer lemon vinaigrette **6.00**

Mixed Field Greens, cucumber, grape tomato, carrots and herb vinaigrette **6.00**

Baby spinach, peppadews, crispy pancetta, manchego, sherry vinaigrette **6.50**

Bibb and Frisee lettuces goat cheese, dried cranberries, candied pecans and maple vinaigrette **6.50**

Tomatoes, fresh mozzarella, olive oil, aged balsamic vinegar, fresh basil **7.00**

Romaine, lemon Caesar dressing, shaved parmesan, garlic croutons **6.00**

Southern Salad, baby greens, mixed berries, spiced pecans and goat cheese with white balsamic vinaigrette **7.00**

ENTRÉE SELECTIONS

Chicken

Rosemary Lemon Chicken- marinated with rosemary, lemon and garlic with au gratin potato cake **36.00**

Peppered Balsamic Chicken with baby new potatoes, roasted grape tomatoes and balsamic vinegar sauce **36.00**

Parmesan-Crusted Chicken Breast – sea salt fingerling potatoes and tomato basil chutney **37.00**

Chili-Spiced Roasted Breast of Chicken -cauliflower au gratin and red wine-cranberry reduction **37.00**

Beef

Beef Tenderloin, pan roasted and served with pomme puree with a green peppercorn, port reduction **43.00**

Braised Short-rib, herb polenta, and natural cabernet reduction **39.00**

Pork

Double Cut Pork Chop-grilled and served with sweet potato soufflé and a Zinfandel bing cherry sauce **36.00**

Seafood

Miso-Glazed Salmon, coconut jasmine rice and baby bok choy **41.00**

Vegetable

Roasted Corn and Black Bean Tart, fire roasted corn, red bell peppers, black beans, onions, avocados, and brown rice in a cilantro infused tart shell **35.00**

Vegetable Lasagna Roll, roasted Portobello mushrooms, artichokes, zucchini, Spanish onions, red peppers, and olives rolled in a sheet of pasta with ricotta and parmesan cheese **35.00**

DUEL ENTRÉE SELECTIONS

Grilled Petite Filet and Pan Seared Lemon Chicken with Tomato-Basil Relish – Cabernet mashed potatoes and caramelized shallot jus **51.00**

Double Colorado Niman Ranch Lamb Chop and Gulf Shrimp – butternut squash and polenta **65.00**

Herb-Crusted Tenderloin of Beef and Maine Sea Scallops – scalloped Yukon Gold potatoes and red wine sauce **65.00**

Petite Filet Mignon and Seared Salmon – risotto cake and three-peppercorn sauce **53.00**

CHILLED ENTRÉE SELECTIONS

Dragon's Gate Asian Chicken Salad, char sui chicken, hoisin noodles, sweet and sour vegetables, Asian slaw and wonton croutons **28.00**

Chophouse Bistro Steak Salad, hearty greens, char-fired bistro steaks, wood-roasted mushrooms, artichokes, grilled peppers and balsamic vinaigrette topped with tobacco onions **32.00**

Wrapped artisan greens, grilled chicken, vegetables and classic mustard vinaigrette **30.00**

Antipasti Salad, romaine hearts wrapped in prosciutto, pesto chicken, fresh Mozzarella, grilled olives, oven-dried tomatoes, balsamic reduction and lemon basil oil **31.00**

DESSERTS

Coffee service included with all desserts

Banana Cream, housemade vanilla wafer **6.00**

Carrot Cake, cream cheese frosting and toasted walnuts **6.50**

Rustic Apple Tart, cinnamon custard sauce **7.00**

Key Lime, toasted coconut and strawberry coulis **6.00**

Tiramisu, espresso, mascarpone and bittersweet chocolate **6.50**

Opera cake, raspberry sauce **6.50**

Prices are exclusive of a 24% Service Charge and 8.9% Sales Tax

SMALL BITES & RECEPTIONS



SMALL BITES & RECEPTIONS

Our chef-driven fare brings the heart of the kitchen into your reception in inviting snackable portions. Guests can mingle over miniature restaurant plates packed with an array of savory charcuterie, rich cheeses, and bite-sized appetizers packed with big flavor.

HORS D'OEUVRES

Chicken

Chicken Cordon Blue *4.50 each*

Chicken Quesadilla - avocado crema
4.50 each

Pecan Chicken with peach chutney *5.00 each*

Tandori Chicken Satay - mango salsa
5.00 each

Beef

Beef Wellington - horseradish cream
6.00 each

Beef Satay - thai peanut sauce *5.00 each*

Grilled Beef Tenderloin Bruschetta -
caramelized Vidalia onion and horseradish
crema *6.50 each*

Pork

Pulled pork biscuit *5.00 each*

Pork Potsticker - soy and sweet chili
4.50 each

Lamb

Ancho chili lamb chop - jalapeno citrus salsa
6.50 each

Vegetable

Vegetable Spring Roll with sweet soy
4.50 each

Wild mushroom Vol Au Vent *4.50 each*

Brie En Croute with Raspberry *4.50 each*

Tuscan Ratatouille Tart *4.50 each*

Seafood

Shrimp and Grits *5.50 each*

Crab Cake - lemon aioli *6.50 each*

Seared Sesame Tuna Wonton - seaweed
salad and wasabi cream *5.50 each*

Smoked Salmon Cracker - crème fraîche,
capers and red onion *5.50 each*

Prices are exclusive of a 24% Service Charge and 8.9% Sales Tax



SUSHI

A selection of fresh made maki, including california rolls, spicy tuna rolls and smoked salmon rolls, as well as market fresh sashimi. Served with seaweed salad, wasabi, pickled ginger and variety of sauces.
600.00 per 100 pieces

600.00 PER 100 PIECES

BRUSCHETTA ITALIA

Served with crackers and crostini
Tomato Basil - Parmesan
with extra virgin olive oil
Kalamata Olive Tapenade - Chevre Cheese
Roasted Wild Mushroom - Gorgonzola
cheese

9.00 PP

LITTLE ITALY SAMPLER

Cured meats, buffalo mozzarella, basil pesto, flatbreads and crackers

15.00 PP

GEORGIA CHEESE TASTING BOARD

Chef's selection of local cheeses, served with Georgia bee honey, dried fruit garnish, pecans, almonds, flatbreads

15.00 PP

PITA CHIP BAR

Traditional hummus, pimento cheese, artichoke and spinach

9.00 PP

GOURMET NACHO & SALSA BAR

Zesty beef chili, spicy queso sauce, crispy corn tortilla chips and our house salsa verde, pico de gallo and salsa rojo. Served with sour cream, jalapeños and Signature hot sauces

12.00 PP

Prices are exclusive of a 24% Service Charge and 8.9% Sales Tax

SMALL BITES & RECEPTIONS

continued



GARDEN FRESH CRUDITÉ OF VEGETABLES

Chef's colorful selection of the freshest market vegetables. Served with buttermilk ranch dip, traditional hummus, fresh basil pesto, crackers and breadsticks

7.50 PP

MEDITERRANEAN SALADS, SPREADS & FLATBREADS

*Mediterranean vegetarian antipasti
with herb flatbreads and pita chips*

Spiced Israeli Chickpea Salad
 Roasted Cauliflower Salad
 Chargrilled Zucchini
 Tabbouleh
 Ranch Hummus
 Grilled Flatbreads and Pita
 Chimichurri
 Butternut Squash Tahini
 Caprese Relish
 Greek Yogurt Molasses Dressing
 Assorted Greek Olives
 Flavored Olives Oils and Vinegars

18.00 PP

Prices are exclusive of a 24% Service Charge and 8.9% Sales Tax

CHEF ATTENDED ACTION STATIONS

All served with Assorted Roll Minimum of 50 people.
 Chef attendants required 200.00 for 3 hours

CARVED SMOKED RIB-EYE

Georgia Barbeque Sauce
 Carolina Gold BBQ
 Port Wine Tomato Glaze
 Mini Baguettes

17.00 PP

CARVED ITALIAN SAUSAGE

Grilled Italian Rope Sausage
 Sautéed Tri-color Peppers
 Grilled Onions
 Tomato-Basil Sauce
 Giardiniera
 Mini Torpedo Rolls

13.00 PP

CARVED SALMON TEPPANYAKI

Green Cabbage Salad
 Honey Soy Glaze
 Sweet Soy Vinaigrette
 Wonton Chips
 Edamame Guacamole
 Sweet Chili Glaze

16.00 PP

PORK STEAMSHIP CARVING TABLE

Roasted Pork Steamship
 Mac and Cheese Stuffed Potatoes
 Romesco
 Harissa
 Chermoula
 Pineapple, Jicama, and Cucumber Slaw

15.00 PP

Prices are exclusive of a 24% Service Charge and 8.9% Sales Tax

ALL DAY CHEF TABLES

*All Chefs Tables include
Iced Tea, Water and Lemonade*



TEX-MEX

Our Mexican themed Chef's Table creates a lively festive atmosphere complete with house-made guacamole, salsa and chips. Rich, savory entrees round out this exciting signature experience

42.00 PER GUEST

ENTREES

"Firecracker" Chicken and Beef Fajitas
Served with grilled peppers and onions, sour cream, pico de gallo and warm tortillas

Carnitas Braised Pork with cilantro, white onion and grilled pineapple. Served with warm tortillas.

SIDE PLATTERS

choose four, additional choice 6.00 pp

Charro Beans

Fire Roasted Tomato Rice

Chili Fiesta Corn & Bell Peppers

Cumin Toasted Fingerling Potatoes

Southwestern Salad - Corn, black beans, pico de gallo, tortilla strips and a chipotle honey dressing

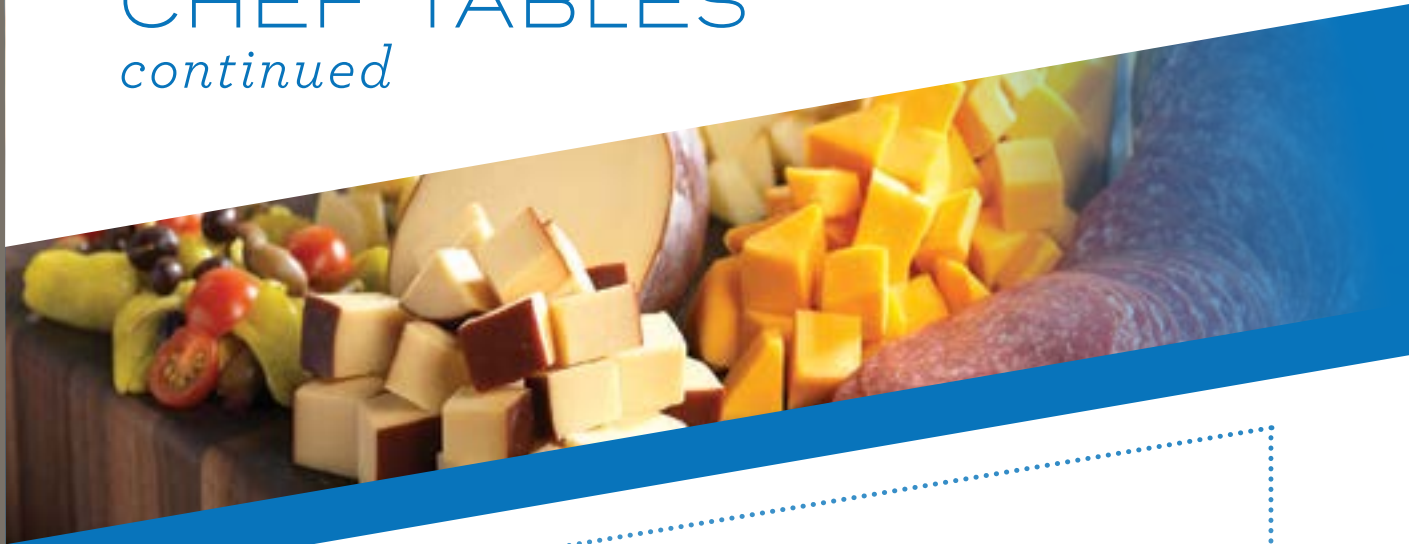
DESSERT

Cinnamon Sugar Churros with chocolate dip
Tequila-Lime Cheesecake

Prices are exclusive of a 24% Service Charge and 8.9% Sales Tax

ALL DAY CHEF TABLES

continued



ITALIAN BISTRO

Explore the artisanal side of Italy with expertly curated menus complete with an assortment of mediterranean vegetables.

43.00 PP

ENTREES

Pan-Seared Rosemary Lemon
Chicken

Vegetable Lasagna Bake

SIDES

Choose four

Roasted Seasonal Vegetables

Asiago Roasted Bliss
Potatoes

Caesar Salad

Pennette Putanesca

Creamy Polenta

Caprese Salad

Vesuvio Style Potatoes

Green Beans with Lemon and
Capers

DESSERT

Tiramisu

Chocolate Chip Cannoli's

add additional choice

6.00pp

Prices are exclusive of a 24% Service Charge and 8.9% Sales Tax

GOOD “OLE” SOUTHERN HOSPITALITY

Get a taste of the low country with our hickory and oak wood smoked meats dressed in traditional, mustard, and ancho-spiced sauces served with southern cornbread. No barbecue is complete without scrumptious sides, and we’ve put our own spin on the classics.

43.00 PP

ENTREES

12 Hour Brisket
Smoked BBQ Chicken

DESSERT

Peach Cobbler with Fresh Whipped Cream
Double Chocolate Bread Pudding

SIDE PLATTERS

choose four

Sweet and Sour Cole Slaw
3 Cheese Mac
Crushed Corn Pudding
Southern Salad with mixed berries,
goat cheese, pecans and white balsamic
vinaigrette
Southern Style Green Beans
Cauliflower Au Gratin
Roasted Fingerling Potatoes
Herbed Seasonal Bistro Vegetable

Prices are exclusive of a 24% Service Charge and 8.9% Sales Tax

ALL DAY CHEF TABLES

continued



SOUP, SANDWICHES AND SALADS

Choice of Tomato Bisque, Broccoli Cheddar, Minestrone or Potato Leek

Vegetable Pasta Salad

Vegetable Chop Salad - Broccoli, Garbanzo Beans, Cucumber, and Tomato with Honey-Dijon Dressing

Chicken Salad Sandwich - Apples, Grapes, Celery on Croissant

Egg Salad Sandwich - Mustard and Sweet Pickle Relish on Petite Sweet Roll

Tuna Salad Sandwich - Fresh Dill, Capers and Mayonnaise

Kettle-Style Potato Chips

Assorted "Small Bites" cheesecakes

Blueberry Peach Cobbler cinnamon whipped cream

36.00 PP

HOT PRESSED SANDWICHES

Grilled Chicken Flatbread - Baby kale, lemon yogurt dressing, Parmesan and Applewood smoked bacon

Harvest Grain Salad - Roasted Seasonal Vegetable with Sweet Onion Dressing

Spinach and Arugula Salad - Cucumber, Feta, Tomato and Oregano Vinaigrette

Pressed Cubano - Mojo Roasted Pork, Spicy Pickles, Swiss Cheese, Ham and Dijonaise

Falafel Melt - Falafel, Roasted Red Pepper, 3 Cheese Blend and Basil Bean Spread on Sourdough

Chipotle Chicken - Smoked Chicken, Provolone, Red Onions and Tomato on Grilled Focaccia

Sweet Potato Chips

Chef's Selection of Dessert Bars

Fresh Baked Cookies

38.00 PP

Prices are exclusive of a 24% Service Charge and 8.9% Sales Tax



GOURMET MARKET SALADS AND SANDWICHES

Field Greens – Grape tomatoes, red onion, cucumber and aged balsamic vinaigrette

Southern Potato Salad – roasted baby potatoes, sweet pickle relish, pimentos, eggs, sweet onions, herb-mustard vinaigrette

Roasted Vegetable Flatbread - Mushroom, Zucchini and Squash with Roasted Red Pepper and Hummus Spread and Feta Cheese

All American Submarine Sandwich – Ham, turkey, roast beef, lettuce, tomato, red onion, herbed mayo

Sirloin of Beef and Cheddar on Petite Roll with French Onion Spread

BBQ Potato Chips

Chef's Selection of Gourmet Dessert Bars

36.00 PP

THE STEAKHOUSE

Iceberg Wedge – grape tomatoes, red onions, crisp bacon and creamy blue cheese dressing

Caesar Salad – crisp romaine, Parmesan and garlic croutons with classic Caesar dressing

New York Strip Loin Cutlets – horseradish cream and mushroom jus

Roasted Lemon-Garlic Chicken – natural jus

Grilled Salmon – braised spinach and leek confit

Sautéed Green Beans – herbed tomatoes

Loaded Mashed potatoes – bacon, Cheddar and green onions

Red Wine-Braised Wild Mushrooms with Shallots

Traditional Bread Pudding – warm caramel sauce

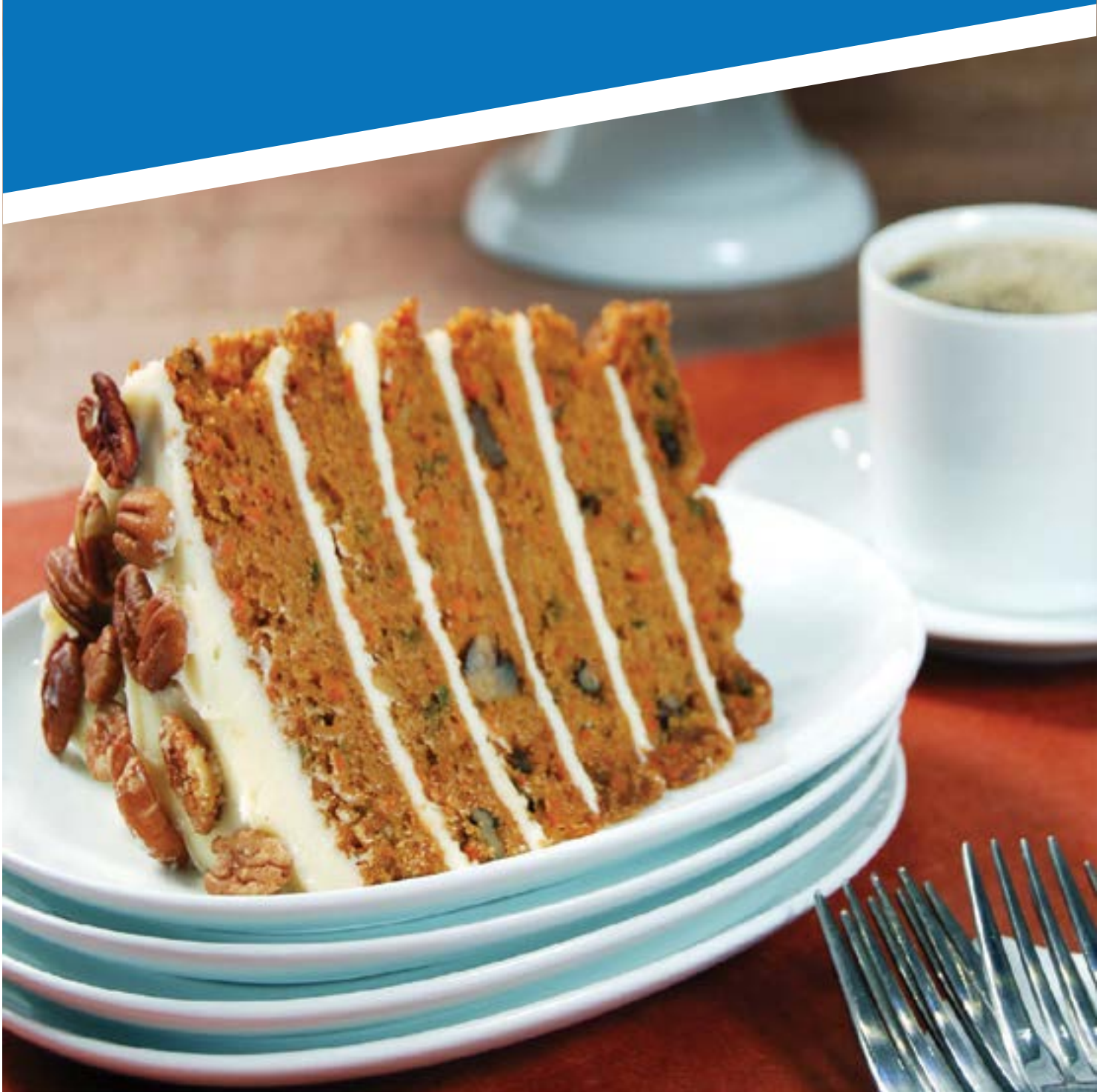
Mixed Berry Fruit Crisp – vanilla whipped cream

52.00 PP

Prices are exclusive of a 24% Service Charge and 8.9% Sales Tax

DESSERTS

Serve up a sweet ending to your event with our suite of showstopping desserts. These desserts are more than just a meal; they're an event! Whether you're in the mood for plated options or chef's table service, we combine picture perfect presentation with dreamy desserts.



DESSERTS

Dazzle your guests with desserts served with flair that let them get in on the action. Choose from our crowd-pleasing options or customize your own distinct dessert experience.

Served for a minimum of 50 guests.

DOLCE VIDA

Tiramisu
Almond Biscotti
Mini Cannoli

9.00 PP

FRENCH RIVEIRA

Custard Eclairs
Creme Puffs,
Assorted French Style Macarons

9.00 PP

AMERICANA

Fruit Filled Hand Pies
Cheesecake Bites
Chocolate Cake Pops

7.00 PP

COOKIES, BROWNIES, AND MILK

Warm Chocolate Chip and
Snickerdoodle Cookies
Chocolate Brownies
Ice Cold Milk

9.00 PP

CUPCAKE BAR

Lemon Meringue
Red Velvet
Chocolate Peanut Butter Cup
Double Chocolate
Vanilla Bean

7.00 PP

SIGNATURE DESSERTS

Carrot Cake
Red Velvet Cake
New York-Style Cheesecake Bites
Cookies, Brownies and Gourmet
Dessert Bars

12.00 PP

TRADITIONAL SHEET CAKE WITH CUSTOM LOGO

Half Sheet (serves 40-45 Guests)

125.00 EACH

Whole Sheet (serves 75-90 Guests)

250.00 EACH

Prices are exclusive of a 24% Service Charge and 8.9% Sales Tax

SPECIALTY COCKTAILS

Toast to a great event with our signature cocktails crafted with refreshing flavors, fresh ingredients, and high quality spirits.



SPECIALTY COCKTAILS

Choose a la carte offerings with our creative and classic cocktail selections, or select from one of our hosted bar packages to suit your taste.

MARTINI BAR-

the new spin on a classic!

Icy cold Tito's Handmade Vodka, Bombay Sapphire or Bacardi 8, served with a bevvy of liquors and garnish. Available to choose from are the Dirty Martini, Cosmopolitan, Lemon Drop, Caramel Appletini, Hurricane Martini, Melon "Tea" ni and Blackberry Gin Fizztini.

11.00 each, Select up to 3

BUBBLY BAR-

a salute to a great glass!

Chilled selections of champagne and prosecco, served with delightful liquors and fresh fruit garnish. Available to choose from are the Mimosa, Bellini, Apple Orchard, Kir Royale, Pineapple Sparkler and White Grape Sparkler.

12.00 each, Select up to 3

BLOODY MARY BAR-

a fabulous starting point!

Tito's Handmade Vodka, zesty bloody mary mix and a smorgasbord of garnishes including lemons & limes, green olives, celery, pickles, cucumbers, jalapeños, pepperoncini, selection of cheeses, sausage and bacon.

10.00 each

JALAPEÑO MARGARITA

The kick of a margarita with the zip of jalapeño. Go way south of the border

11.00 each

CUCUMBER MOJITO

Bacardi 8, sweet simple syrup, refreshing club soda and mint and cucumber garnish

11.00 each

SANGRIA

Red wine, brandy and sweet vermouth with fresh citrus fruit, berries, juice and soda

12.00 each

VODKA LEMONADE WITH A TWIST

a blast of summer

Crisp Svedka Vodka, refreshing lemonade and Chambord

12.00 each

Prices are exclusive of a 24% Service Charge, 8.9% Sales Tax, and 3% County Liquor Tax

BAR SELECTIONS

Catch up with your guests over an expertly crafted cocktail mixed to perfection by our bar staff. In addition to premium liquor, amp up your bar package with wine and imported and domestic beers



BAR SELECTIONS

Select your preferred bar package based on our offerings below.
Beverages are billed on consumption unless otherwise noted

HOSTED DELUXE BAR

COCKTAILS

Featuring Tito's Handmade Vodka, Bombay Sapphire, Maker's Mark, Monkey Shoulder Scotch Whiskey, Bacardi 8 Rum, Jameson Irish Whiskey, Hornitos Tequila, Jack Daniel's, Martini & Rossi Dry and Sweet Vermouth
8.50 per drink

WINE BY THE GLASS

Kendall Jackson Chardonnay
8.00 per glass

Kim Crawford Sauvignon Blanc
8.00 per glass

Louis Martini Cabernet Sauvignon
8.00 per glass

Meomi Pinot Noir
8.00 per glass

Fleur de Mer Rose
8.00 per glass

SPARKLING

Chandon Brut
8.00 per glass

IMPORTED BEER *7.00 each*

DOMESTIC BEER *6.50 each*

CRAFTED BEER *7.00 each*

BOTTLED WATER *3.75 each*

SOFT DRINKS *3.75 each*

JUICES *3.75 each*

HOSTED PREMIUM BAR

COCKTAILS

Featuring Svedka Vodka, Bombay, Dewar's, White Label Jim Beam, Bacardi Superior, Jose Cuervo Especial Martini & Rossi Dry and Sweet Vermouth
7.50 per drink

WINES BY THE GLASS

Featuring Proverb by E.J. Gallo Wines: Chardonnay, Cabernet Sauvignon, Pinot Grigio, and Pinot Noir
7.00 per drink

SPARKLING

Wycliff Brut and Rose
7.00 per drink

IMPORTED BEER *7.00 each*

DOMESTIC BEER *6.50 each*

CRAFTED BEER *7.00 each*

BOTTLED WATER *3.75 each*

SOFT DRINKS *3.75 each*

JUICES *3.75 each*

DRAUGHT IMPORTED BEER KEGS

Cups, napkins and kegerator included
900.00 per Imported 750.00 per Domestic

*750.00 minimum per bar is required,
as well as a 200.00 per bartender fee (up to 4 hours, 60.00 each additional hour.
Please review with your catering sales manager for details.*

Prices are exclusive of a 24% Service Charge, 8.9% Sales Tax, and 3% County Liquor Tax

WINE BY THE BOTTLE

Our wine cellar is stocked with an array of full bodied reds, crisp whites, and bright bubbly to add some flair to your event.



WINE BY THE BOTTLE

Curate your own personal wine list from our menu of cellar favorites.

WHITE WINE

BUBBLY

- Lunetta Prosecco, Vento, Italy **54.00**
- Korbel Brut, California **64.00**
- Domaine Chandon Brut, California **88.00**
- Veuve Cliquot "Yellow Label" Brut, Reims, France **210.00**

WINE

- Kim Crawford Marlborough New Zealand, Sauvignon Blanc **60.00**
- Markham Napa Valley, California, Sauvignon Blanc **28.00**
- Little Black Dress California, Pinot Grigio **26.00**
- Masco Canali, Italy, Pinot Grigio **64.00**
- New Age San Rafael, Argentina, White Blend **40.00**
- Chateau St. Michelle Washington State, Riesling **35.00**
- Greystone California, Chardonnay **38.00**
- Kendall-Jackson 'Vintner's Reserve' California, Chardonnay **50.00**
- La Crema Monterrey, California, Chardonnay **64.00**
- Cakebread Cellars Napa, California, Chardonnay **123.00**
- Seven Daughters, California, Moscato **44.00**

RED WINE

- Roscato, Italy, Rosso Dolce (Sweet Red Blend) **38.00**
- Mark West, California, Pinot Noir **30.00**
- Estancia 'Pinnacles Ranches' Monterey, California, Pinot Noir **40.00**
- Mieomi Sonoma-Monterey-Santa Barbara, California, Pinot Noir **80.00**
- Frescobaldi "Nipozzano Riserva" Chianti Rufina, Italy DOCG **67.00**
- Dreaming Tree "Crush" California, Red Blend **43.00**
- 14 Hands Washington State, Merlot **40.00**
- Gascon Mendoza, Argentina, Malbec **34.00**
- Cline Cellars "Acient Vine" Contra Costa Country, Zinfandel **54.00**
- Columbia Crest 'Grand Estates' Columbia Valley, Washington, Cabernet Sauvignon **35.00**
- Avalon Napa Valley, California, Cabernet Sauvignon **54.00**
- Simi Alexander Valley, California, Cabernet Sauvignon **57.00**
- Chimney Rock Napa Valley, California, Cabernet Sauvignon **100.00**

Prices are exclusive of a 24% Service Charge and 8.9% Sales Tax

NON-ALCOHOLIC REFRESHMENTS

We offer a bevy of non-alcoholic beverages to quench thirsts with a culinary twist. Bright, refreshing fruit waters showcase unexpectedly delicious flavor combinations like Strawberry Jalapeno and Minted Watermelon.



NON-ALCOHOLIC REFRESHMENTS

Customize your event with the right beverage services based on your group from the options below.

ALL NATURAL FRUIT INFUSED WATERS

3 gallon minimum of single flavor

Strawberry Jalapeno

Cucumber lemon

Minted Watermelon

60.00 gallon

COFFEE AND TEA

Fresh brewed coffee and an assortment of hot and flavored teas

65.00 per gallon, per selection

HOT CHOCOLATE

A candy bar in a cup! Delicious warm chocolate with fresh whipped cream, chocolate sprinkles, and delightful mini marshmallows *59.00 per gallon*

ASSORTED SOFT DRINKS

Coke, Diet Coke, Sprite, Coke Zero (12 oz.) *3.75 each*

MINUTE MAID ASSORTED JUICES

Apple, Orange and Mixed Berry (10 oz.) *3.75 each*

DASANI BOTTLED WATER (12 OZ.)

3.75 each

PERRIER SPARKLING WATER (11 OZ.)

4.00 each

ENERGY DRINKS, POWERADE, AND RED BULL

5.50 each

WATER COOLER RENTAL

Includes water cooler and paper cups (Exhibitor responsible for power (power requirements : 110V/20amps)

75.00 per day

SPRING WATER JUG (5 GALLONS)

32.00 each (includes cups)

CUBED ICE 20LB BAG

25.00 each

FREEZER RENTAL

75.00 per day

VISI COOLER RENTAL

SMALL *50.00 per day*

LARGE *75.00 per day*

KEURIG MACHINE RENTAL

75.00 per day

K CUP PACKAGE

24 assorted K Cups (regular, decaf, tea)
3 one gallon water jugs, cups, napkins, stirrers, creamers, sweeteners

120.00 each

Prices are exclusive of a 24% Service Charge and 8.9% Sales Tax

TRAFFIC PROMOTERS



ESPRESSO EXPRESS

Enjoy personal barista service from our espresso cart in your booth

300 (8oz) cups of beverage

1750.00 PER DAY INCLUDES BARISTA

Ask your catering sales manager about Nitro Cold Brew Coffee!

Additional cups of beverage 3.50 per cup

Additional charge for countertop install
200.00

Additional barista available for 200.00 (up to 4 hours, 60.00 per hour after 4 hours)

Half day service not available

Power Requirements: 208V/20amps -
Provided by client

SHAKE BREAK

Fresh made-to-order smoothies or creamy milkshakes served from a cart

250 (8oz cups)

Smoothies (Choose two flavors per day)

Choice of : Strawberry, Strawberry-Banana, Mango and Peach

Milkshake Flavors: Chocolate, Vanilla and Strawberry

1500.00 PER DAY INCLUDES ATTENDANT

Power Requirements: 110V/20amps- Provided by client

Prices are exclusive of a 24% Service Charge and 8.9% Sales Tax

POP-ABILITIES

Bring the smell of fresh popcorn to your booth!!

250 (8oz) Cups of popcorn, assorted seasoning salt, scoop, napkins and popcorn containers

900.00 PER DAY

Popcorn attendant available for 200.00 (up to 4 hours, 60.00 per hour after 4 hours)

Additional boxes of popcorn available for 375.00 each (250 units)

Power Requirements: 110V/20amps - Provided by client

KING OF POPS

Enjoy a gourmet Popsicle from local Atlanta vendor with great story to tell on creating the perfect pop flavor profile!!

Chocolate Sea Salt, Raspberry Lime,

Cookie and Cream, and Blueberry Lemonade

Ask your catering sales manager about seasonal flavors.

4.50 PER POP

125.00 cart rental fee

Popsicle attendant available for 200.00

(up to 4 hours, 60.00 per hour after 4 hours)

LEVY CREAMERY

Indulge in delicious frozen treats any time of day!

Includes freezer rental and 120 ice cream novelties featuring a variety of fruit bars and ice cream sandwiches.

400.00 PER DAY

Additional ice cream novelties, 42.00 per dozen (minimum 3 dozen)

Assorted Gourmet ice cream bars including Haagen-Dazs or Dove Bars, 50.00 per dozen (minimum 3 dozen)

Ask your catering sales manager for details on personalized Ben and Jerry's Pints.

Power Requirements: 110V/20amps- Provided by client

Prices are exclusive of a 24% Service Charge and 8.9% Sales Tax

THE LEVY DIFFERENCE: THOUSAND DETAIL DINING

We believe that every occasion should be extraordinary. It's all about the food, and the thousands of details that surround it. Your dedicated Catering Sales Manager will partner with you to shape an experience that stands out. Together, we look forward to delivering The Levy Difference.

To help facilitate your event planning, our policies and procedures are provided below.

EXCLUSIVITY

Levy Restaurants is the exclusive provider of all food and beverage for the Georgia World Congress Center.

GUARANTEES

In order to provide the highest quality and service, a guaranteed number of attendees/quantities of food is required. Please contact your Catering Sales Manager for additional information. If the guarantee is not received by the date stated on the contract, Levy Restaurants will assume the number of persons/quantities specified on the original contracted event is the minimum guarantee. Attendance or consumption higher than the minimum guarantee will be charged as the actual attendance/consumption.

CHINA SERVICE

China service is a Levy Restaurants standard for all Meeting Rooms and Ballrooms, unless disposable ware is requested. All food and beverage events located in the Exhibit Halls or Outside Events (with the exception of plated meals) are accompanied by disposable wear. China Service in Exhibit Halls is available for an additional charge.

BAR SERVICE

For all events with alcohol service, a Certified Levy Restaurants Bartender is required. Alcohol cannot be brought into or removed from the Georgia World Congress Center.

PRICING

For all events with alcohol service, a Certified Levy Restaurants Bartender is required. Alcohol cannot be brought into or removed from the Georgia World Congress Center.

LINEN/DÉCOR

Levy Restaurants provides linen for most food and beverage events. For additional décor, we are please to assist you with centerpieces or arrangements. Additional fees will apply for any specialty items. Your Catering Sales Manager will be happy to offer suggestions on the appropriate style and colors for your event.

SPECIALTY EQUIPMENT

Specialty equipment such as popcorn machines, water coolers, and coffee kits are available. Please contact your Catering Sales Manager for options and availability.

LABOR CHARGE

Additional attendants or service staff may be requested over and above our normal staffing level for your event. The charge is 60.00 per hour, per attendant, with a four hour minimum. Charges for specialized services, such as carvers, chefs, bartenders and cashiers are noted in the menu. There will be an additional 75.00 service charge on all events with a guarantee of less than fifty (50) people. Any unusual service requirements, late night events, or minimal revenue events may incur additional charges, please contact your Catering Sales Manager for additional information.

CATERING CONTRACTS

A signed copy of the contract outlining all catering services must be returned to your Catering Sales Manager prior to the event before services will be confirmed or performed. The signed contract, terms, addendums, and specified function sheets constitute the entire agreement between the client and Levy Restaurants. For larger events, your Catering Sales Manager will outline the payment and contract process.





FedEx Office

Make your next event your most seamless and inspiring yet



OMNI HOTELS & RESORTS

cnn center | atlanta

Whether you're planning an event or exhibiting at one, everything's easier with FedEx Office

Create the experience: signs and graphics

Our experts are available at 2,000+ locations every day, so they're accessible to help you design and print vibrant pieces that will grab attention, excite and inform – from the ceiling all the way to the floor.

- Escalator wraps
- Elevator wraps
- Floor, wall and other surface graphics
- Large banners
- Retractable banners
- Posters
- Directional signage
- Outdoor signage

Spread the word: print and copies

No need to sweat the print (or travel with it). It will be there before you are.

- Agendas, session notes and other narrow-format printing
- Binding and finishing
- Presentations
- Flyers
- Brochures
- Nametags
- Business cards
- Table tents
- Manuals
- And more



Essentials: Posters and banners

You can still make a big impression with these tried-and-true fundamentals. High-quality substrates and vibrant colors liven your space while motivating and informing your customers.

Hanging banners

- Lightweight and flexible
- Vertical or horizontal formats
- Contour cut

Retractable displays

- Lightweight and flexible
- Vertical or horizontal formats
- Matte or gloss

Meter board displays

- Firm but lightweight
- Powerful, high-quality graphics

Foam core prints

- Dense but lightweight
- Perfect for large signage
- Easy to hang or move
- Ideal for easel display



Meter board with display



Foam core print with easel display

Set your organization apart with standout signs, banners and surface graphics.

When you need to show off your products, promotions or organization, rely on state-of-the-art technology to produce high-quality signs, banners and graphics that will make your work look brilliant.

Your signs and other print materials – like flyers, brochures, postcards, and more – can be waiting for you at the Omni Atlanta before you arrive.

Contact your Event Solutions Consultant at the Omni Atlanta below:

Myles Davis, Event Solutions Consultant | anthony.davis2@fedex.com | 1.404.423.0804 CELL



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Cleaning Form



Atlanta Travel & Adventure Show

Georgia World Congress Center

October 16 - 17, 2021

Deadline Date
October 6, 2021

Payment Policy: All invoices must be settled at our service desk prior to the closing of the show. For your convenience, we accept MasterCard, American Express and Visa credit cards. Absolutely no credits will be issued after the closing date of the show.

Important: To obtain discount prices, payment must be received in full by the published "order deadline date." All orders must be received no later than ten (10) working days prior to the show opening.

Vacuuming of rugs, washing of floor tile, sweeping of booths and emptying of wastebaskets are not included in your space rental for this convention. To insure your booth is show ready, please order cleaning services.

NOTE: EXPO EVENT SERVICES is the exclusive cleaning contractor. No other cleaning services contractor will be allowed on the exhibit floor, including exhibitor appointed contractors.

NOTE: There will be an additional charge for cleaning carpets that are subject to excessive wear and tear such as wood or metal shavings generated by demonstration in the booth or floor sampling.

Vacuuming of Booth includes emptying of wastebasket.



I. Cleaning

	Discount Price	Standard Price
<input type="checkbox"/> Vacuuming Booth Carpet - Daily (100 sq.ft. min)	\$0.80 sq.ft.	\$1.05 sq.ft.
<input type="checkbox"/> Vacuuming Booth Carpet - Daily (over 1000 sq.ft.)	\$0.50 sq.ft.	\$0.70 sq.ft.
<input type="checkbox"/> Shampoo Carpet - One Time Only	\$1.20 sq.ft.	\$1.60 sq.ft.
<input type="checkbox"/> Damp Mop Only	\$0.80 sq.ft.	\$1.05 sq.ft.

All rates based on gross booth area (100 sq.ft. minimum)

$$\frac{\text{Length}}{\text{Length}} \text{ Ft.} \times \frac{\text{Width}}{\text{Width}} \text{ Ft.} = \frac{\text{Total Sq.Ft.}}{\text{Total Sq.Ft.}} \times \$ \frac{\text{Price per Sq.ft.}}{\text{Price per Sq.ft.}} \times \frac{\# \text{ of Days}}{\# \text{ of Days}} = \$ \frac{\text{Total}}{\text{Total}}$$

For One-Time Service only, please specify show date: ___ / ___ / ___

2. Porter Service (Trash Removal and Emptying Wastebaskets)

	Discount Price	Standard Price
<input type="checkbox"/> Periodic Porter Service (2 hour intervals during show hours)	\$187.00	\$205.70

$$\frac{\text{Rate}}{\text{Rate}} \times \frac{\# \text{ of Days}}{\# \text{ of Days}} = \$ \frac{\text{Total}}{\text{Total}}$$

<input type="checkbox"/> Full Time Porter Service (M-F 8:00 am - 4:30 pm - 4 hour daily min)	\$66.50	\$73.20
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$$\frac{\text{Rate}}{\text{Rate}} \times \frac{\# \text{ of Hours}}{\# \text{ of Hours}} \times \frac{\# \text{ of Days}}{\# \text{ of Days}} = \$ \frac{\text{Total}}{\text{Total}}$$

<input type="checkbox"/> Full Time Porter Service (M-F after 4:30 pm, Sat/Sun/Holidays - 4 hour daily min)	\$85.60	\$94.20
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$$\frac{\text{Rate}}{\text{Rate}} \times \frac{\# \text{ of Hours}}{\# \text{ of Hours}} \times \frac{\# \text{ of Days}}{\# \text{ of Days}} = \$ \frac{\text{Total}}{\text{Total}}$$

Please specify dates for Porter Service: ___ / ___ / ___ - ___ / ___ / ___

SUB TOTAL \$ _____
TAX (6.00%) \$ _____
TOTAL \$ _____

Please enter this amount on the "Payment/Charge Authorization" Form