

EXHIBITOR SERVICES MANUAL



Dealer Week 2025: MRAA Conference & Expo

Tampa Convention Center

December 7-10, 2025





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MARINE RETAILERS ASSOCIATION OF THE AMERICAS
8401 73RD AVENUE N, SUITE 71 / MINNEAPOLIS, MN 55428
763.315.8043 / mraa.com

Hello!

Thank you for joining us at Dealer Week, the MRAA Conference and Expo. We look forward to hosting you in Tampa and appreciate your ongoing commitment to MRAA and the boating industry.

AEX is our official General Service Contractor and partner for much of your exhibitor ordering needs. They are a great resource for logistics, customs booths, order support and more.

Below is the contact list for your Dealer Week Customer Experience Team:

Sales

Booth Sales

Nichole Wishart, MRAA
Business Development Specialist
763-402-7238 | nichole@mraa.com

Booth Staff Registrations/Booth Payments

Kaelyn Olson, MRAA
Membership Engagement Coordinator
763-402-7238 | kaelyn@mraa.com

Logistics and Ordering:

Logistics/If you don't know who to ask:

Sarah Korbel, MRAA
Events & Operations Manager
763-333-2418 | sarah@mraa.com

Boat, Trailer, Engine Logistics Inquiries

Chad Wright, AEX
609-794-0044 | Chad@AEXservices.com

**Labor, Material Handling, Shipping,
signage, Carpet, Furniture**

AEX General Support
609-272-1600 | orders@aexservices.com

Please review the kit entirely before you begin, and check the MRAA Exhibitor Service Center for checklists, deadlines, and other obligations. As always, if you have any questions, feel free to reach out to myself, or anyone else on the MRAA team and we'll be sure to point you in the right direction.

All the best,

Sarah Korbel

Events & Operations Manager
Marine Retailers Association of the Americas
763-333-2418 | sarah@mraa.com
651-395-7029 Onsite only



Dear MRAA Exhibitor:

AEX Convention Services is proud to be the General Service Contractor for **Dealer Week 2025: The MRAA Conference and Expo**. We're excited you're coming and we look forward to welcoming you to Tampa!

We are committed to your seamless show experience!

Ordering services is a breeze with our secure, online storefront. You will receive an email from us with login instructions. If online ordering is not for you, feel free to email your orders to Orders@AEXServices.com or give us a call us at (609) 272-1600 and our Exhibitor Service Team will take it from there!

Order in advance and save! Mark your calendar!

Your discount deadline is **Thursday, November 13, 2025**.

We look forward to working with you all and can't wait to see you in Orlando! In the meantime, do not hesitate to contact us with any questions.

Sincerely,
The AEX Convention Services Team
Orders@AEXServices.com
(609) 272-1600

SPECIALTY BOOTH/BOAT MOVE-IN (INVITE ONLY)

Friday, December 5, 2025 and Saturday, December 5, 2025

For island booths and boats ONLY. AEX will assign your move-in time based on logistical access to each area and method of boat delivery. Please make hotel arrangements to arrive the day prior. AEX will contact you approximately 6-weeks prior to move in to confirm your targeted move in time.

GENERAL MOVE-IN

Sunday, December 7, 2025 between 8:00 AM - 5:00 PM

This includes all 10' x 10', 10' x 20' and all in line booths. No exceptions! Please make hotel arrangements to arrive prior if you need a full day to move-in and set up. If you need to unload your vehicle, you will need to first check in at the marshaling yard to avoid crowding at the loading dock as space is extremely limited. Once the AEX staff releases you to arrive, you will be directed to a dock and can hand carry items for up to 30 minutes, at which time you will need to exit the loading dock.

Move In Day Instructions:

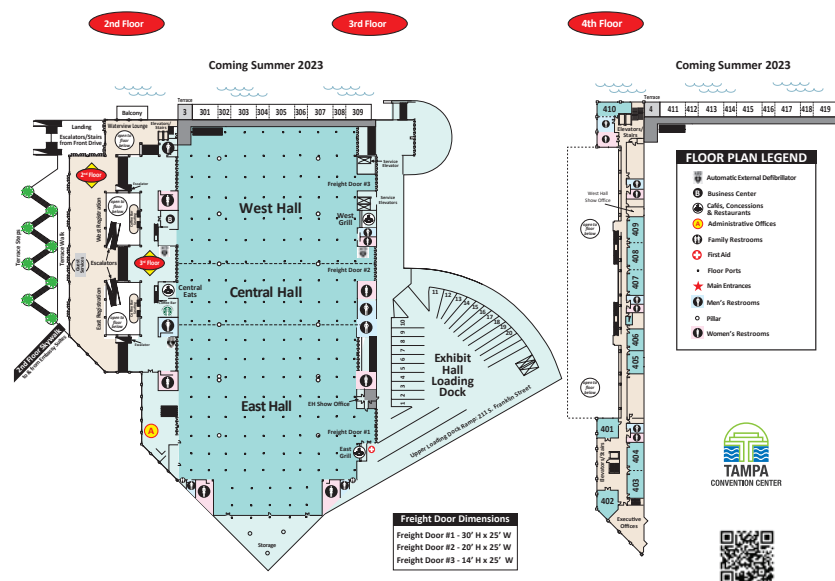
Please plan to arrive at the marshaling yard 15 minutes prior to your scheduled move-in time. Once you arrive, check in with our freight manager for further instructions.

Move Out Day Instructions:

All carriers must check in no later than 10:00 AM, Thursday, December 11, 2025 or freight will be shipped via the house carrier. All in line booths are permitted to move out once all attendees exit the hall. Taping and boxing prior is strictly forbidden. Empties will be delivered as soon as possible. Boats and booths requiring forklift labor will receive a targetted move in day and time in the fall.

NOTE:

Please make arrangements to arrive to the marshaling yard 15 minutes ahead of your move in time. If you arrive a day early, you will be required to make overnight parking arrangements to move in on the appropriate day. If you are late, you may be subject to MRAA fees as this can impact the entire move in schedule.



Marshalling Yard
4800 US Hwy. 301 North, Tampa FL 33610
Florida State Fairgrounds

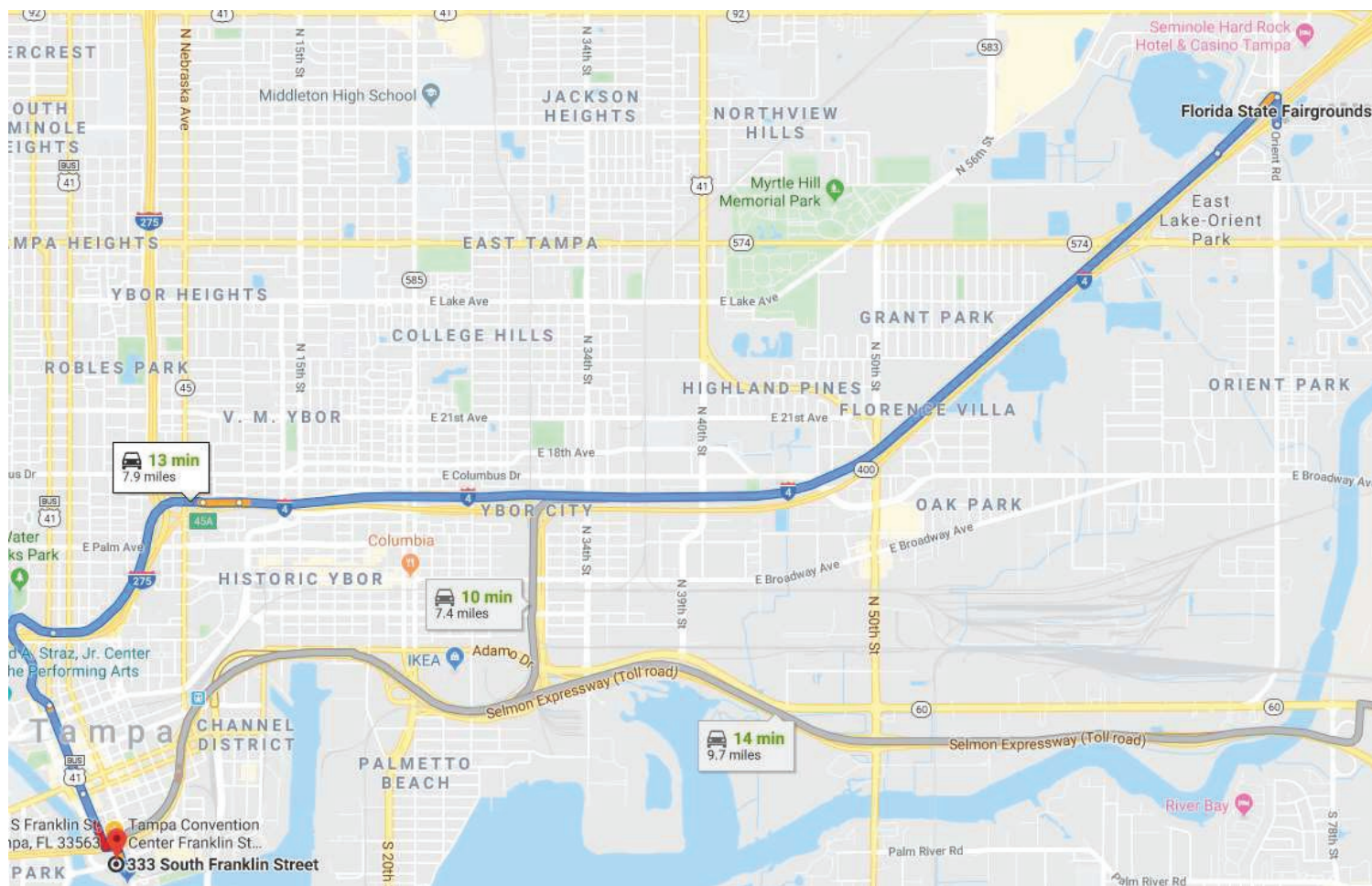
To Bus Staging & Marshalling Yard Lot:

Get on FL-618 Toll E/Selmon Expressway from Channelside Dr and S Jefferson St. >

Continue on FL-618 Toll E/Selmon Expressway to your destination in East Lake-Orient Park. Take exit 7 from I-4 E > Merge onto US-301 S

To Tampa Convention Center Upper Dock (211 South Franklin Street)

I-4 W to I-275 S exit > Follow N Tampa St. through "S" Curve to Franklin St. > Right onto **Upper Dock**



PLEASE ARRIVE 20 MINUTES EARLY TO THE MARSHALLING YARD

EVENT SCHEDULE:

	Day	Date	Time
Boat Move-In	Friday	December 5, 2025	8:00 AM - 5:00 PM (Invite Only)
	Saturday	December 6, 2025	8:00 AM - 5:00 PM (Invite Only)
Exhibitor Move-In	Sunday	December 7, 2025	8:00 AM - 5:00 PM
Show Hours	Monday	December 8, 2025	7:45 AM - 6:00 PM
	Tuesday	December 9, 2025	7:45 AM - 6:00 PM
	Wednesday	December 10, 2025	7:45 AM - 11:00 AM
Exhibitor Move-Out	Wednesday	December 10, 2025	11:30 AM - 5:00 PM
	Thursday	December 11, 2025	8:00 AM - 12:00 PM

BOOTH PACKAGE:

Each in-line booth will receive 1 booth package, regardless of size.

If you require additional furniture, please see the [Furniture Rental Order Form](#):

- 8' - **WHITE** backwall drape
- 3' - **WHITE** sidewall drapes
- 1 - 6' x 30" **WHITE** skirted table
- 2 - Side chairs
- 1 - Wastebasket
- ID Sign

Exhibit Hall Carpet

Aisles will be carpeted in **BLUEJAY**

This facility **is not** carpeted

**There is no "Booth package" for island booths. Items will need to be purchased.*

***PLEASE NOTE:** Exhibitors are required to bring or order booth carpet/padding for specific color choices. Please see the [Carpet Rental Order Form](#) for pricing and options. Make sure you account for set up of flooring IN ADVANCE with AEX. Early move-in dates are not permitted for carpet.

SHIPPING:

Materials should be shipped to **ARRIVE** at our warehouse **no earlier than: Wednesday, November 5, 2025** and **no later than: Friday, November 28, 2025**. Any shipments received more than 30-days prior to the move-in or after the deadline will incur additional charges. Please refer to the Material Handling Order Form for more details.

ADVANCE WAREHOUSE:

Dealer Week 2025: MRAA Conference & Expo
Exhibiting Company Name / Booth Number
c/o AEX Convention Services
c/o LibertyCFS
3725 E Martin Luther King Jr Blvd
Tampa, FL 33610

Warehouse Hours (Monday - Friday): 9:00 AM - 3:00 PM

DIRECT TO FACILITY:

Tampa Convention Center
Dealer Week 2025: MRAA Conference & Expo
Exhibiting Company Name / Booth Number
c/o AEX Convention Services
333 S Franklin St
Tampa, FL 33602

Shipments will be received at the exhibit facility **ONLY** on: **December 5th, 6th and 7th between 8:00 AM and 5:00 PM.**

Move-Out Note: All carriers must check in no later than **10:00 AM, Thursday, December 11, 2025** or freight will be shipped via the house carrier.

Customer Service

Phone: (609) 272-1600 / Fax: (609) 272-1680
Email: Orders@AEXServices.com

Show Management

Sarah Korbel
Phone: (763) 333-2418
Email: sarah@mraa.com

**DEADLINE CHECKLIST:**

Form	Deadline	Who to Contact
Final Booth Payment Due	September 30	MRAA: 763-402-7239 kaelyn@mraa.com
Logistics Interview (<i>Boats, Engines, trailer exhibits only</i>)	October 15	AEX: 609-794-0044 Chad@AEXservices.com
Overnight Parking Request	October 15	AEX: 609-272-1600 orders@aexservices.com
Island Booth Diagram (20'x20'+)	October 31	MRAA/AEX: sarah@mraa.com , Chad@AEXservices.com
Register your onsite personnel	October 31	MRAA: 763-402-7239 kaelyn@mraa.com
Sign up to donate prize in engagement activity	October 31	MRAA: 763-402-7239 kaelyn@mraa.com
Carpet Order or notice not needed	November 13	AEX: 609-272-1600 orders@aexservices.com
Material Handling	November 13	AEX: 609-272-1600 orders@aexservices.com
Labor Service	November 13	AEX: 609-272-1600 orders@aexservices.com
COI	November 13	MRAA: 763-402-7239 kaelyn@mraa.com
Audio Visual Order	November 13	AVGroup: 347-331-2070 exhibit@avgrp.com
Lead Retrieval	November 13	eShow: leads@goeshow.com 847-620-4499
Rigging	November 13	Encore: 813-898-1372 Sales.tcc@encoreglobal.com
Specialty Internet	November 13	SmartCity: (888) 446-6911 customerservice@smartcitynetworks.com
Power	November 13	Edlen: 407-620-3930 sbrown@edlen.com
Food and Beverage	November 13	Initial requests to sarah@mraa.com who will connect you with Aramark if approved.
Plants & Florals	November 13	Artistic Rentals: artistic.rentals@gmail.com 904-885-9977
Last Day for Shipments to Arrive at Advance Warehouse	November 28	AEX: 609-272-1600 orders@aexservices.com

DEFINITIONS AND RESPONSIBILITIES: The Terms and Conditions set forth become a part of the contract between AEX Convention Services, LLC. ("AEX Convention Services") and the Exhibitor. Acceptance of said terms and conditions will be construed when any of the following conditions are met: (1) An Exhibitor's materials are delivered to the Contractor's Advance Warehouse or to an event site; (2) The Authorization and Agreement Form is accepted or signed; (3) An order for labor, services and/or rental equipment is placed by the Exhibitor with the contractor; (4) Work is performed on behalf of Exhibitor by labor secured through the contractor. For purposes of this contract, the name "the contractor" shall be construed with the meaning of AEX Convention Services, LLC. ("AEX Convention Services"), DBA the contractor and its employees, directors, officers, agents, assigns, affiliates, and related entities including any subcontractors the contractor may hire. The contractor shall be responsible only for those services which it directly provides, and hereby agrees to execute its contracted duties in good faith. The contractor does not assume responsibility for any acts of, or loss to, persons, parties and/or other contracting firms not under the contractor's direct supervision and control.

PAYMENT TERMS: Full payment, including applicable tax, is due in advance or at event. All payments must be in U.S. funds and all checks must be drawn on a U.S. bank. Orders received without advance payment or after the deadline date will incur additional after deadline charges as indicated on each order form. All materials and equipment are on a rental basis for the duration of the event and remain the property of the contractor except where specifically identified as a sale. All rentals include delivery, installation, and removal from Exhibitor's booth. In case of cancellation of any orders or services by Exhibitor, a one-hour "per person requested, per hour" charge will be applied for all labor orders that are not canceled in writing at least 24 hours prior to the scheduled start time. A 100% pick-up fee will be applied to all on site exchanges or cancellations. If the event is canceled because of reasons beyond the contractor's control, Exhibitor remains responsible for all charges for services and equipment provided up to and including the date of cancellation. It is Exhibitor's responsibility to advise the contractor of any problems with any orders, and to check the Exhibitor's invoice for accuracy prior to the close of the show or event. If Exhibitor is exempt from payment of sales tax, the contractor requires an exemption certificate for the state in which the services are to be provided. Should there be any unpaid balance after the close of the event, terms will be net, due and payable upon receipt of invoice. Effective thirty (30) days after invoice date, any unpaid balance will bear a finance charge at the lesser of the maximum rate allowed by applicable law, or 1.5% per month (annual rate 18%), and future orders will be on a pre-paid basis only. These payment terms and conditions shall be governed by and construed in accordance with the laws of the State of New Jersey. In the event of any dispute between the Exhibitor and the contractor relative to any loss, damages, or claim, such Exhibitor shall not be entitled to and shall not withhold payment, or any partial payment, due to the contractor for its services, as an offset against the amount of any alleged loss or damages. Any claim against the contractor shall be considered a separate transaction, and shall be resolved on its own merits. The contractor reserves the right to charge Exhibitor for the difference between the Exhibitor's estimate of charges and the actual charges incurred by the Exhibitor, or for any charges that the contractor may be obligated to pay on behalf of Exhibitor, including without limitation, any shipping charges. If Exhibitor provides a credit card for payment and charges are rejected by the Exhibitor's credit card company for any reason, the contractor hereby provides notice that it reserves the right, and Exhibitor authorizes the contractor, to continue to attempt to secure payment through that or any other Exhibitor(s) credit card for as long as unpaid balances remain on Exhibitor's account.

INDEMNIFICATION: Exhibitor agrees to indemnify and forever hold harmless the contractor and its employees, directors, officers, and agents from and against any and all demands, claims, causes of action, fines, penalties, damages (including consequential), liabilities, judgments, and expenses (including but not limited to reasonable attorneys' fees and investigation costs) on account of personal injury, death, or damage to or loss of property or profits arising out of contributed to by any of the following: (1) Exhibitor's negligent supervision of any labor secured through the contractor, or the negligent supervision of such labor by any of Exhibitor's employees, agents, representatives, customers, invitees and/or any Exhibitor Appointed Contractors (EAC); (2) Exhibitor's negligence, willful misconduct, or deliberate act, or the negligence, willful misconduct, or deliberate act of Exhibitor's employees, agents, representatives, customers, invitees and/or any Exhibitor Appointed Contractors (EAC) at the show or exposition to which this Contract related, including but not limited to the misuse, improper use, unauthorized alteration, or negligent handling of the contractor's equipment. (3) Exhibitor's violation of Federal, State, County or Local ordinances; (4) Exhibitor's violation of event regulations and/or rules as published and set forth by facility, show management, or the contractor.

CLAIM(S) FOR LOSS: Exhibitor agrees that any and all claims for loss or damage must be submitted to the contractor immediately at the show site, as well as in writing to csr@aexservices.com at the time of the potential claim for loss or damage. In any case not later than thirty (30) days after the conclusion of the event (for purposes of claim reporting, the "conclusion" of the event is the earlier of the conclusion date of the event or the time when Exhibitor's materials are delivered to the carrier for transportation from the event site or from the contractor's warehouse). All claims reported after the thirty (30) day period will be rejected. In no event shall a suit or action be brought against the contractor more than one (1) year after the date of loss or damage occurred. If found liable for any loss, the contractor's sole and exclusive maximum liability for loss or damage to Exhibitor's materials and Exhibitor's sole and exclusive remedy is limited to the lesser of \$.50 (USD) per pound per article with a maximum liability of \$100.00 (USD) per item, or \$1,500.00 (USD) per shipment whichever is less, and in no event shall exceed the total rental fees paid by exhibitor to the contractor for the event.

INBOUND AND OUTBOUND SHIPMENTS: Consistent with trade show industry practices, there may be a lapse of time between the delivery of shipment(s) to the booth and the arrival of Exhibitor or its representative, and during such time the materials will be left unattended. The contractor will not be responsible for any loss, damage, theft, or disappearance of Exhibitor's materials after same have been delivered to Exhibitor's booth. Additionally, there may be a lapse of time between the completion of packing and the actual pickup of materials from the booths for loading onto a carrier and during such time the materials will be left unattended. The contractor will not be responsible for any loss, damage, theft, or disappearance of Exhibitor's materials before same have been picked up for reloading at the conclusion of the event. All Material Handling Agreements submitted to the contractor by Exhibitor will be checked at the time of pickup from the booth and corrections will be made where discrepancies exist between the quantities of items on any form submitted to the contractor and the actual count of such items in the booth at the time of pickup. Exhibitor agrees to accept and be bound by the contractor's count.

PACKAGING, CRATES, & EMPTY CONTAINERS: the contractor shall not be responsible for damage to loose or uncrated materials, pad-wrapped or shrink-wrapped materials, glass breakage, concealed damage, carpets in bags or poly, or improperly packed materials. In addition, the contractor shall not be responsible for crates and packaging which are unsuitable for handling, in poor condition, or have prior damage. Crates and packaging should be of a design to adequately protect contents for handling by forklift and similar means. Empty container labels will be available at the show site service desk. Affixing labels to the containers is the sole responsibility of the Exhibitor or its representative. All previous labels must be removed. The contractor assumes no responsibility for error in the above procedures, removal of containers with old empty labels and without the contractor labels, or improper information on the empty labels. The contractor will not be liable for loss or damage to crates and containers or their contents while same are in empty container storage.

SEVERABILITY: If any provision of this Contract proves to be illegal, invalid, or unenforceable, the remainder of this Contract will not be affected by such finding, and in lieu of each provision of this Contract that is proven to be illegal, invalid, or unenforceable, a provision will be added as part of this Contract as similar in terms to such illegal, invalid, or unenforceable provision as may be possible and be legal, valid and enforceable.

NO ORAL MODIFICATION OR WAIVERS: The Limits and Liabilities are the complete and final agreement between Exhibitors and the contractor. The terms herein may not be modified or waived orally, but only by an instrument in writing signed by the party against which enforcement of the modification or waiver (as the case may be) is sought.

ORDER NOW!

Follow these simple steps to order Online:

1. **Go To:** https://aex_services.boomerecommerce.com/
2. **Login** using your email address and password
 - a. New Users: Username = Email address you've provided to Show Management
Password = You will receive an email containing a temporary password to create your own unique password to use
 - b. Previous Users: Username = Your email address
Password = Your pre-existing password
3. Find **Dealer Week 2025: MRAA Conference & Expo** from the list of My Events on the left side of the Dashboard.
4. Click the **"Shop Now"** button to begin ordering.
5. Please note, the online system does not contain all of the details of the kit. Please use the online platform to place orders, but be sure to review the kit for details.

For questions contact:
AEX Convention Services
609.272.1600
Orders@AEXServices.com



SUBMIT YOUR BOOTH LAYOUT

All booths 20x20 or larger are required to submit a to-scale diagram indicating layout and general descriptions.

PLEASE IDENTIFY ITEMS SUCH AS:

- » Stages
- » Large Structures and their orientation
- » Rigged items
 - Lighting
 - Signage
- » Boats
 - Indications of orientation
 - If they're on trailers, stands, or the ground
- » Engines
- » Trailers

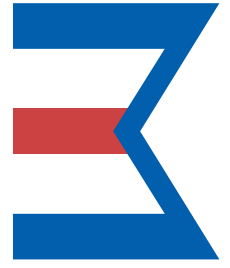
Along with the diagram, include any descriptions of what the diagram shows. For example:

"Diagram displays a 2 rigged lights pointed at the boat in the left corner. The boat stern is facing the aisle, toward booth #5999. Tables and chairs indicated by red rectangle and squares."

Email diagrams to Events & Operations Manager Sarah Korbel at sarah@mraa.com no later than September 30th.

Please review the complete Dealer Week Exhibitor Guidelines document [here](#).

Create an Engaging Booth



Your booth is more than a space — **it's an experience**. Dealers will have well over 100 booths to visit- but it's up to you to draw them in. **Plan to stand out** amongst the rest.

Here's how to strategize, attract, and connect with attendees in a memorable way:

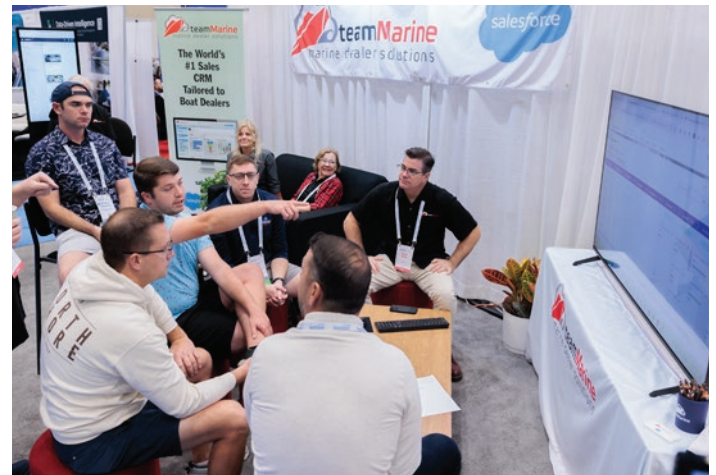
1. Plan Your "Why Visit?" Hook

- » *Why should an attendee stop at your booth?* Define a clear, irresistible reason. We always encourage exhibitors to consider this- what problem can you help dealers solve?
- » Offer a "can't-miss" experience: live demo, interactive challenge, or surprise gift.
- » Share that you'll be attending in advance on social media. Start your campaign for dealers to visit you well in advance. Schedule meetings- aim for the 2nd or last day to allow the organic traffic to occur on day 1.
- » Build an "Instagrammable moment" — cool visuals people want to photograph.



2. Design for Movement + Discovery

- » Think open, welcoming layout — avoid blocking entrances with tables.
- » Use dynamic elements (motion screens, rotating displays, light effects).
- » Create touchpoints: Something attendees can do (play, build, test, scan, taste, etc.).



3. Train Staff for Engagement (Not Just Pitching)

- » We can't emphasize this enough. Your staff knows your product, but do they know how to welcome? We see sales reps on their phones when they could be engaging. Warm, proactive greetings — "Welcome! Have you tried X yet?" vs "Can I help you?"
- » Focus on conversations, not just handing out flyers.
- » Equip staff with 2-3 easy talking points tied to your experiential element.

Show Name: Dealer Week 2025: MRAA Conference & Expo

Show Dates: December 7-10, 2025

Show Venue: Tampa Convention Center

Deadline to Receive Discount Pricing: Thursday, November 13, 2025



CREDIT CARD AUTHORIZATION & AGREEMENT

Please complete the information requested below and return this Authorization Form with your order. This form is required to be on file to process any orders for service.

Exhibiting Company Name

Booth#

Cardholder Name (please print)

Billing Address

City, State, Zip

Cardholder Email

Phone

METHOD OF PAYMENT

☐ Personal Card

☐ Corporate Card

☐ AMEX

☐ VISA

☐ MASTERCARD

☐ DISCOVER

☐ CHECK*

Card Number:

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Exp. Date:

M	M	Y	Y

*A credit card authorization is required to be held on file regardless of the method of payment selected.

Are you tax exempt for the state in which this event is held? ☐ Yes ☐ No

If yes, a tax exemption certificate is required to be submitted with this agreement.

By signing below, the Cardholder acknowledges receipt of goods and or services in the amount of such invoice and agrees to perform the obligations set forth in the Cardholder's Agreement with the issuer. Refunds cannot be given after the close of the event on items or services ordered but not received. Orders cancelled for any reason will receive a 50% refund. No refund can be provided once installation begins. Accounts past due are subject to a monthly charge of 1.5% (annual rate 18%) and all costs of collections including reasonable attorneys' fees. Rental items are only for the Exhibiting entity who has properly completed our rental forms and may not be sub-rented, "loaned" or given to other Exhibitors. If you do not need items rented or provided in a package, please contact the contractor for removal. Booth inventory is conducted daily and items not rented from the contractor will either be removed or charged to the Exhibiting company with improper possession.

PAYMENT INFORMATION

- Checks will not be accepted at show site
- All balances must be paid by the conclusion of the event.
- For your convenience, we will use this authorization to pay for any additional amounts ordered by your representative for services rendered for this event.
- A final invoice will be prepared and can be requested by contacting Exhibitor Services.
- If the credit card is declined, standard floor pricing prevails and a \$25.00 service charge will be added.

An Authorized Signature is required for orders to be processed

You and your organization agree to all terms and conditions on the front and back of all forms, including the contractor Limits & Liabilities and Terms & Conditions.

Sign Here

X

Authorized Signature

The contractor is the exclusive provider of Material Handling.

Material Handling includes Unloading your exhibit material, Storing up to 30 days at the advance warehouse, Delivering to your booth, the Handling of empty containers to and from storage, and Removing of material from the booth for reloading onto your outbound carrier at the close of the show. You can either ship your materials in advance to the advance warehouse or ship directly to show site during designated move-in times. Material Handling is not to be confused with the cost of shipping/transporting your exhibit materials to and from the event.

Shipping to the ADVANCE WAREHOUSE?

- We will accept freight beginning 30 days prior to show move-in.
- To ensure timely arrival of your materials at show site, freight should arrive by the deadline date listed on the Quick Facts. Your freight will still be received after the deadline, however additional charges will be incurred.
- The Warehouse will receive shipments Monday-Friday, except Holidays. Refer to the Quick Facts for warehouse hours.
- The Warehouse will accept crates, cartons, skids, trunks, cases and carpet/pads. Loose or pad wrapped materials must be sent directly to show site.
- All shipments must have a bill of lading or delivery slip with the number of pieces, type of merchandise and weight.
- Shipments received without receipts or freight bills, such as UPS and Fed Ex will be delivered to the booth without guarantee of piece count or condition.
- Certified weight tickets must accompany all shipments.
- Advance/Warehouse freight will be delivered to the booth prior to exhibitor set-up.

Shipping DIRECT TO SHOW SITE?

- Freight will be accepted during designated exhibitor move-in times. Refer to the Quick Facts for the specific delivery date/time window.
- All shipments must have a bill of lading or delivery slip indicating the number of pieces, type of merchandise and weight.
- Shipments received without receipts or freight bills, such as UPS and Fed Ex, will be delivered to the booth without guarantee of piece count or condition.
- Certified weight tickets must accompany all shipments.
- Direct to show site shipments are not guaranteed to be in your booth prior to exhibitor move-in.

How should I LABEL MY FREIGHT?

- PLEASE USE THE PROVIDED SHIPPING LABELS.
- The label should contain the Exhibiting Company Name, Booth #, Name of the event, C/O AEX Convention Services and Facility Address.
- The specific shipping address for either the advance warehouse or direct to show site address is located on the Quick Facts and on the provided Shipping Labels.

How Do I ESTIMATE MY MATERIAL HANDLING CHARGES?

- Charges will be based on the weight of your shipment. Each shipment received is billed individually and is subject to the applicable show weight minimum. The shipment weight will be rounded to the next 100 pounds. Each 100 pounds is to be considered one "cwt" (one hundred weight).
- Note: All Shipments are subject to reweigh.
- On the Material Handling Order Form, be sure to select if your freight will arrive at the ADVANCE WAREHOUSE or DIRECT TO SHOW SITE.
- On the Material Handling Order Form, select the rate for the category that best describes your shipment. See types of freight shipment.



What are the FREIGHT CATEGORIES?

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

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

SPECIAL HANDLING: Material delivered by the carrier in such a manner that it requires additional handling, such as designated piece unloading, loads mixed with pad wrapped materials, ground unloading, stacked and constricted space unloading, loads failing to maintain shipping integrity, and shipments that require additional equipment, time or labor to unload. UPS and FedEx are included in this category.

SPECIAL HANDLING Definitions

- Designated Piece Unloading - Shipments requiring multiple pieces of freight to be moved in order to select the next piece.
- Ground Loading - vehicles that are not dock height preventing the use of loading docks. (flat bed trailers, U-Hauls, company vehicles with trailers)
- Stacked Shipments - Shipments loaded in such a manner that requires multiple items to be removed to ground level for delivery to booth.
- Constricted Space - Shipments that are not easily accessible due to carrier being loaded high and tight.
- Shipment Integrity - Shipments that are delivered in such a manner that additional labor is needed to sort through and separate various shipments.

What happens to my EMPTY CONTAINERS?

- Pick up "Empty Labels" at the Contractor's Service Desk. Once the container is completely empty, place a label on each container individually.
- Labeled empty containers will be picked up periodically and stored in non-accessible storage during the event.
- At the close of the show, the empty containers will be returned to the booth in random order. This process may take several hours.

Do I need INSURANCE?

- Be sure your materials are insured from the time they leave your company until they are returned after the show. It is suggested that exhibitors arrange all-risk coverage. This can be done by riders to your existing policies.
- All materials handled by the contractor are subject to the Terms and Conditions.

How do I ensure that my SHIPPED MATERIALS ARE SECURELY delivered by or before they are picked up after the show?

- There may be a lapse of time between the delivery of your shipment(s) to your booth and your arrival. Which may also be the case for the close of the show phase. During these times, your materials will be left unattended. We recommend that you arrange for a representative to stay with your materials or hire security services to monitor your booth/materials.

\$\$ MONEY SAVING TIPS \$\$

- Ship via common carrier to avoid possible special handling charges.
- CONSOLIDATE your shipments. Each separate shipment will incur a 200 lb minimum charge.
- Ship early to avoid rush/overnight charges whenever possible.
- Furnish accurate weight tickets with your shipment(s).
- Label your freight with the number of total pieces - example 1 of 3, 2 of 3, 3 of 3.
- Properly Address/Label all shipments to avoid time consuming re-routes, mis-deliveries and delays. Remove old shipping labels before shipping out again.
- When shipping to Show Site, confirm in advance that your carrier can guarantee delivery of your freight to the facility during designated move-in times. When possible, schedule your shipments to arrive during ST rather than OT.



MATERIAL HANDLING RATES: All rates are per 100 pounds (per cwt.) with a 200 pound minimum charge. These rates are based on round trip Material Handling. Certified weight tickets are required on all shipments.

ADVANCE - WAREHOUSE SHIPMENTS - 200 LB. MINIMUM

Shipments can arrive to the Advance Warehouse up to 30 days prior to move in. Advance freight is delivered to your booth before direct shipments.

Description	S.T. In / S.T. Out	Overtime In or Out	O.T. In / O.T. Out
A1 - ON TIME Crated or Skidded shipments (LTL Carriers with established local terminals)	\$ 90.00 per cwt. \$180.00 minimum	\$135.00 per cwt. \$270.00 minimum	\$180.00 per cwt. \$360.00 minimum
A2 - SPECIAL HANDLING (FedEX, UPS, DHL)	\$165.50 per cwt. \$331.00 minimum	\$248.25 per cwt. \$496.50 minimum	\$331.00 per cwt. \$662.00 minimum

C - *Small Package Rates - A qualifying shipment totaling 3 pieces, delivered to the same booth, from the same shipper, by the same carrier, on the same day. Weighing a total of 40 lbs. or less.....\$ 68.25

Early/Late Shipments to Warehouse will result in a 50% surcharge

DIRECT - SHOW SITE SHIPMENTS - 200 LB. MINIMUM

Shipments must arrive only during published move in dates and times. Refer to the Quick Facts page for details.

Description	S.T. In / S.T. Out	Overtime In or Out	O.T. In / O.T. Out
B1 - ON TIME Crated or Skidded shipments (LTL Carriers with established local terminals)	\$ 85.00 per cwt. \$170.00 minimum	\$127.50 per cwt. \$255.00 minimum	\$170.00 per cwt. \$340.00 minimum
B2 - SPECIAL HANDLING (FedEX, UPS, DHL)	\$157.25 per cwt. \$458.33 minimum	\$236.00 per cwt. \$472.00 minimum	\$314.50 per cwt. \$629.00 minimum

C - *Small Package Rates - Shipments totaling any number of pieces with a combined weight not to exceed 40 lbs. Shipments must be received on the same day at the same time and from the same shipper. If combined weight exceeds 40 lbs. normal material handling rates will apply.....\$ 68.25

Labor Hours

Straight Time - ST: Monday - Friday, 8:00 AM - 4:30 PM
Overtime - OT: Monday - Friday, Before 8:00 AM, After 4:30 PM
Anytime Saturday/Sunday

Re-weigh of Shipments

- An additional charge per forklift load will be applied to shipments that have to be re-weighed at the dock due to the lack of a certified weight ticket, an incorrect or an understated weight on delivery document.
- Material Handling fees will be based on actual certified weight ticket(s) for each shipment or the reweigh ticket on the inbound receiving report.

Outbound Shipments

- In the event your carrier is unable to pick-up your shipment at the close of the event and you elect to transfer your shipment to the warehouse to be picked up at a later date.
- If you choose to have your shipments transferred to the warehouse for pick-up by an outside carrier.

Estimated Charges - Material Handling _____ lbs. x _____ per cwt. = \$ _____

SUBTOTAL MATERIAL HANDLING ORDER: \$ _____

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 6.5%.

25-FL1203-T

Cartload services are provided for personally owned vehicles with small hand-carried items to be delivered to the booth or dock location. If you arrive in a truck, van, trailer, or any commercial vehicle you will not qualify for this service and will be billed regular material handling rates.



(2' wide x 6' long x 3' high)

\$182.00

Cartload service includes one laborer,
one cart, one trip.

Cart Service is for exhibitor's with small items weighing less than 200 lbs. that will fit on a flatbed cart and can be transported in one trip.

Delivery must be made in a POV (Privately Owned Vehicle) to qualify for this service, otherwise, freight will be charged at prevailing material handling rates. This service will only be available during published move-in and move-out times.

SUBTOTAL CART SERVICE ORDER: \$ _____

☐ 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 6.5%.

Company Name: _____ Booth#: _____

**VEHICLE/BOAT SPOTTING FEE**

(This charge is per vehicle and covers floor marking, the direction of vehicle to proper location and move-out. This charge applies whether we, or you, drive your vehicle to its location)

**ALL VEHICLES/BOATS WILL BE CHARGED A SPOTTING FEE
- NO EXCEPTIONS -**

Description	Discount	Standard	# of Vehicles	Total
Vehicle Spotting Fee (Round Trip)	\$231.50	\$324.25	_____	\$ _____

REQUIREMENTS FOR THE INDOOR DISPLAY OF MOTOR VEHICLES:

All vehicles, boats and equipment containing fuel must meet and comply with the following requirements before entry into the facility:

- There is to be no more than five (5) gallons of fuel or 1/4 the capacity of the fuel tank, whichever is less.
- Fuel tanks used for storage of excess fuel must meet applicable federal, state, and local fuel storage requirements.
- Fuel tanks are to be locked and all portable tanks removed. Locking the vehicle will be sufficient for cars in which the gas cap cover may only be detached from inside the vehicle.
- Ignition keys are to be removed and placed in a central location on-site.
- Vehicles, boats, and similar exhibited products with more than three hundred square feet (300 sq. ft.) of roofed area are to have a smoke detector.

SUBTOTAL VEHICLE SPOTTING: \$ _____

☐ **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 6.5%.**

Company Name: _____ **Booth#:** _____

Priority Empty Container Storage

This service provides for the priority return of your empties to your booth after the close of the show and after aisle carpet has been rolled up. If you would like this service, please fill out the information below and return it to the contractor. The number of containers can be adjusted on showsite if necessary.

Priority Empty Container Return \$100.00 per container/skid _____

Estimated number of containers/skids _____

Total = \$ _____

**** PLEASE NOTE THAT THIS SERVICE CANNOT BE ORDERED AFTER THE EMPTIES HAVE BEEN TAKEN TO STORAGE. Special priority empty container labels are required for this service. Obtain priority labels from the Contractor's Service Desk to indicate the priority status on your empty containers.**

Accessible Storage

A storage area will be available for exhibitor's samples and literature during show hours, one hour prior to show opening, and one half hour after show closing each day. All material in storage on the last day of the show will be returned to their designated booth space at the close of the show. Storage space may be limited and subject to show rules.

The charge for storage space is as follows:

Accessible Storage Rates \$125.00 per container/skid _____

Estimated number of containers/skids _____

Total = \$ _____

The contractor will not be liable for loss or damage to crates and containers or their contents while they are in accessible storage. If secured/locked storage is required, please contact the contractor for rates and availability.

Show Name: Dealer Week 2025: MRAA Conference & Expo

Show Dates: December 7-10, 2025

Show Venue: Tampa Convention Center

Deadline to Receive Discount Pricing: Thursday, November 13, 2025



ADVANCE/WAREHOUSE SHIPPING LABEL

ADVANCE/WAREHOUSE SHIPPING LABEL



Dealer Week 2025: MRAA Conference & Expo
C/O AEX Convention Services
C/O LibertyCFS
3725 E Martin Luther King Jr Blvd
Tampa, FL 33610

EXHIBITOR/COMPANY NAME: _____

BOOTH NUMBER: # _____

DELIVER NO LATER THAN: FRIDAY, NOVEMBER 28, 2025

Receiving 9:00 AM - 3:00 PM, Monday-Friday; Check In by 2:00 PM

TRADE SHOW SHIPMENT - PLEASE EXPEDITE

ADVANCE/WAREHOUSE SHIPPING LABEL



Dealer Week 2025: MRAA Conference & Expo
C/O AEX Convention Services
C/O LibertyCFS
3725 E Martin Luther King Jr Blvd
Tampa, FL 33610

EXHIBITOR/COMPANY NAME: _____

BOOTH NUMBER: # _____

DELIVER NO LATER THAN: FRIDAY, NOVEMBER 28, 2025

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TRADE SHOW SHIPMENT - PLEASE EXPEDITE

Show Name: Dealer Week 2025: MRAA Conference & Expo

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DIRECT/SHOW SITE SHIPPING LABEL

DIRECT/SHOW SITE SHIPPING LABEL



Tampa Convention Center
Dealer Week 2025: MRAA Conference & Expo
C/O AEX Convention Services
333 S Franklin St
Tampa, FL 33602

EXHIBITOR/COMPANY NAME: _____

BOOTH NUMBER: _____

#

**DELIVER ONLY ON: FRIDAY, DECEMBER 5, 2025 BETWEEN 8:00 AM - 5:00 PM, SATURDAY, DECEMBER 6, 2025
BETWEEN 8:00 AM - 5:00 PM AND SUNDAY, DECEMBER 7, 2025 BETWEEN 8:00 AM - 5:00 PM**

TRADE SHOW SHIPMENT - PLEASE EXPEDITE

DIRECT/SHOW SITE SHIPPING LABEL



Tampa Convention Center
Dealer Week 2025: MRAA Conference & Expo
C/O AEX Convention Services
333 S Franklin St
Tampa, FL 33602

EXHIBITOR/COMPANY NAME: _____

BOOTH NUMBER: _____

#

**DELIVER ONLY ON: FRIDAY, DECEMBER 5, 2025 BETWEEN 8:00 AM - 5:00 PM, SATURDAY, DECEMBER 6, 2025
BETWEEN 8:00 AM - 5:00 PM AND SUNDAY, DECEMBER 7, 2025 BETWEEN 8:00 AM - 5:00 PM**

TRADE SHOW SHIPMENT - PLEASE EXPEDITE

Show Name: Dealer Week 2025: MRAA Conference & Expo

Show Dates: November 7-10, 2025

Show Venue: Tampa Convention Center

Deadline to Receive Discount Pricing: Thursday, November 13, 2025



HANGING BANNER LABEL

HANGING BANNER LABEL



Dealer Week 2025: MRAA Conference & Expo
C/O AEX Convention Services
C/O LibertyCFS
3725 E Martin Luther King Jr Blvd
Tampa, FL 33610

EXHIBITOR/COMPANY NAME: _____

BOOTH NUMBER: _____

#

DELIVER NO LATER THAN: FRIDAY, NOVEMBER 28, 2025

Receiving 9:00 AM - 3:00 PM, Monday-Friday

TRADE SHOW SHIPMENT - PLEASE EXPEDITE

HANGING BANNER LABEL



Dealer Week 2025: MRAA Conference & Expo
C/O AEX Convention Services
C/O LibertyCFS
3725 E Martin Luther King Jr Blvd
Tampa, FL 33610

EXHIBITOR/COMPANY NAME: _____

BOOTH NUMBER: _____

#

DELIVER NO LATER THAN: FRIDAY, NOVEMBER 28, 2025

Receiving 9:00 AM - 3:00 PM, Monday-Friday

TRADE SHOW SHIPMENT - PLEASE EXPEDITE



"Delivering Freedom®"



MOVE YOUR EXHIBIT WITH PEACE OF MIND

**THE FREIGHT & CUSTOMS PARTNER YOU CAN RELY ON
FULLY DEDICATED TO YOUR CONVENTION AND TRADE SHOW SUCCESS**

Putting service first and leveraging our 42 years of freight & customs experience



Transportation Services

- Ground Freight (LTL)
- Full Load
- International Freight Forwarding
- Customs Brokerage Services
- Exclusive Use Full Trailer



Customized Solutions

- Door to door service
- Catering to your specific needs
- Single point of contact
- 24/7 customer attention
- Committed to excellence

Dedicated to delivering safely and on time every time.



Call Toll Free 1-866-938-1092 or 1.905.338.3993
email: exhibitorservices@libertycfs.us - www.libertycfs.us
LAS VEGAS | TORONTO





LibertyCFS NV, Inc.

*A Veteran Owned Company
Delivering Freedom*

exhibitorservices@libertycfs.us

www.libertycfs.us

Tel. (905) 338-3993

FREIGHT & CUSTOMS ORDER FORM

1		Please accept this form as authority for LibertyCFS NV, Inc. to provide the services listed below. A second form is required for additional events.			Adobe Acrobat Reader DC may be required for completion of form. Click image to download						
		☐ Freight Only		☐ Customs Only		☐ Freight & Customs		☐ Return Only			
PICK-UP LOCATION	2a	Company Name _____				DELIVERY TO ADDRESS		3 Exhibiting Company _____ Booth # _____ Name _____ Show Name _____ Address1 _____ Address2 _____ City _____ State _____ ZipCode _____ Onsite Contact _____ Cell Phone # _____			
		Address1 _____									
		Address2 _____									
		City _____ State _____ ZipCode _____									
		Contact _____ Phone # _____									
		Email _____ IRS/Tax ID# _____									
SERVICES	2b	P/U Date _____ From _____ To _____ Hours _____ Dlv Date _____ Hours _____ ☐ Express ☐ Economy LTL 7-10 Days ☐ Int'l ☐ Inside ☐ Liftgate ☐ Dock ☐ Other _____				RETURN TO		4 ☐ Check Box if the Return address is the same as 2a Consignee: _____ Address1 _____ Address2 _____ City _____ State _____ ZipCode _____ Contact _____ Phone # _____ PU Date _____ Arrive by _____			
PACKAGE INFO	5	☐ Carton(s)/Box ☐ Vinyl Case(s)/Color ☐ Wooden Crate(s) ☐ Trunk(s) / On Wheels ☐ Skid(s) - to contain # _____ of pieces				PCS		DIMENSIONS (L x W x H)		WGT	
VALUE	6	Declared Value for Carriage: The declared value for carriage of this shipment is agreed to and understood to be \$0.50 per pound multiplied by the number of pounds of that part of the shipment lost or damaged but not less than \$50.00 per shipment unless a value is declared below and applicable charges paid thereon. The liability of Carrier for loss/damage are subject to the terms and conditions. LibertyCFS NV, Inc charges 8% per \$1000, Min \$80. Exclusion: Does not include TV(s)/Monitor(s)									
						DECLARED VALUE					
PAYMENT	7	Credit Card Information / Billing Address ☐ ☐ ☐ Credit Card Number _____ Security Code _____ Exp. Date ____ / ____ / ____ I hereby authorize the use of this card for payment of services related to this Order Form. I understand that declined credit cards are subject to a 30% surcharge. Address _____ Signature _____ City _____ State _____ ZipCode _____ Phone _____ Email _____									

Comments: Include any additional comments that will be helpful for the movement of freight and contents

Print



UNION REGULATION

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

BOOTH ERECTION & DISMANTLING

Exhibitors may, at their option, erect and dismantle their own booths using their own full-time employees. If their own employees are not available, labor can be ordered using the "Labor Order Form" in the kit.

MATERIAL HANDLING

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

TIPPING

AEX Convention Services request that exhibitors do not tip our employees. They are paid an excellent wage scale denoting a professional stature, and we feel that tipping is not necessary. This applies to all AEX Convention Services employees. Any request for such should be brought to the attention of an AEX Convention Services representative.

SAFETY

Standing on chairs, tables, or other rental equipment is prohibited. This equipment is not engineered to support your weight. AEX Convention Services cannot be responsible for injuries or falls caused by the improper use of this equipment. If assistance is required in assembling your booth, please use the "Labor Order Form" and the necessary ladders and/or tools will be provided.

Show Name: Dealer Week 2025: MRAA Conference & Expo

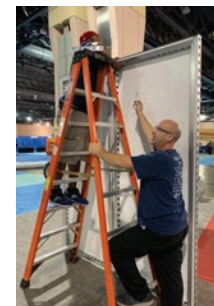
Show Dates: December 7-10, 2025

Show Venue: Tampa Convention Center

Deadline to Receive Discount Pricing: Thursday, November 13, 2025



LABOR SERVICE FORM



☒ EXHIBITOR SUPERVISED - INSTALL/DISMANTLE LABOR LET US DO THE WORK WITH YOU

☐ Install Labor ☐ Dismantle Labor

All work is done only under the supervision of the exhibitor.

Supervisor Contact: _____ Phone: _____

- On the day and time that you have requested labor, please report to the Contractor's Service Desk to pick-up and sign out your labor crew. The labor crew will not be sent to your booth without being signed out.
- Starting time can be guaranteed only in those instances where workers are requested for the start of the working day (usually 8:00 am).
- Upon completion of work, you are required to accompany the laborers to the Contractor's Service Desk and release them.

☐ THE CONTRACTOR'S SUPERVISED - INSTALL/DISMANTLE LABOR LET US DO THE WORK FOR YOU

☐ Install Labor ☐ Dismantle Labor

Show Site Contact: _____ Phone: _____

- Please forward detailed instructions, blueprints or photos and complete the information on the following page.
- Our cost for this service is 35% of your total labor bill (\$35.00 minimum).
- Installation of your exhibit will be completed at our discretion prior to show opening.
- Please note: Our liability for damages, for whatever reason, is limited to our billed cost for supervision.

LABOR RATES:

		Discount	Standard
Straight Time - ST:	Monday - Friday, 8:00 AM - 4:30 PM	\$101.33 per hour	\$141.75 per hour
Overtime - OT:	Monday - Friday, Before 8:00 AM, After 4:30 PM Anytime Saturday/Sunday	\$152.00 per hour	\$212.75 per hour

- Please indicate the labor required by checking one of above options. If no plan is indicated, labor cannot be assigned until exhibitor's representative reports to the service desk.
- Orders canceled without 24 hour written notice will be charged a one (1) hour cancellation fee per laborer ordered
- A 30% surcharge will be assessed to orders placed after the deadline or at show-site.
- Price is per person/per hour billed in hour increments
- When scheduling dismantle labor, be sure to allow adequate time for empty containers to be returned to your booth.

	Start Date	Start Time	# of People	Approx. Hours	Total Hours	Hourly Rate	35% Supervision Fee	Estimated Total Cost
Installation						\$	\$	\$
Dismantle						\$	\$	\$

Dismantle - charge will be calculated to match the estimated hours and number of laborers for installation. In the event less chargeable time is used, we will credit you following the close of the show.

SUBTOTAL ESTIMATED LABOR SERVICE ORDER: \$ _____

☐ 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 6.5%.

Company Name: _____ Booth#: _____

25-FL1203-T

COMPLETE THIS FORM ONLY IF YOU HAVE SELECTED**SUPERVISED - INSTALL/DISMANTLE LABOR**

This information is required in order to ensure proper supervision and installation of your display.

Freight is arriving at: ☐ Advance Warehouse ☐ Show Site Loading Dock Est. Delivery Date: _____

Date Shipped: _____ Via: _____ (freight carrier)

Display shipped from: _____ (address)

Total # of: ☐ Crates _____ ☐ Cartons _____ ☐ Fibercases _____ ☐ Other _____

Estimated Weight: _____

Display Includes: _____

Booth carpet in shipment? ☐ Yes ☐ No Color _____ Size _____

Set-up instructions: ☐ Attached to this order ☐ With display

Graphics: ☐ With display ☐ Shipped separately

Electrical Placement: ☐ Drawing Attached ☐ Drawing with display ☐ Electrical under carpet

Comments: _____

Special Tools/Hardware Required: _____

OUTBOUND SHIPPING:

Return Display to the following address:

Via: _____ (carrier)

YOU MUST COORDINATE/SCHEDULE YOUR OUTBOUND SHIPMENT WITH YOUR CARRIER

In the event your selected carrier fails to arrive by the designated move-out time, please select and initial one of the following options. If no option is selected, we will re-route the shipment accordingly via the house carrier.

☐ Re-route via house carrier _____

☐ Transfer to warehouse at exhibitor's expense _____

EMERGENCY CONTACT AT SHOW SITE:

Name: _____ Phone: _____

Hotel: _____ Arrival Date: _____

☐ **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 6.5%.**

Company Name: _____ **Booth#:** _____



OVERNIGHT PARKING ACCOMODATIONS

Do you require overnight parking accommodations for your truck or trailer?
If so, please contact AEX at **orders@AEXServices.com**

What days do you need parking for: _____

How many vehicles: _____

Will they have trailers: _____

Will they be locked/have goods inside: _____

Vehicle make and model: _____

Depending on how many exhibitors need overnight parking, we will either have space at the facility in the loading dock area, secured, or at a near-by lot.

DEADLINE: Friday, November 15, 2024

SPECIAL ORDERS

Can we assist you with any additional items not covered in our Exhibitor Kit such as stages or items?

Please contact AEX at **orders@AEXServices.com** today to discuss additional options.

Company Name _____

Booth # _____

Show Name: Dealer Week 2025: MRAA Conference & Expo

Show Dates: December 7-10, 2025

Show Venue: Tampa Convention Center

Deadline to Receive Discount Pricing: Thursday, November 13, 2025



FORKLIFT CREW

LET US DO THE HEAVY LIFTING!



DO NOT USE THIS FORM FOR MATERIAL HANDLING SERVICES/BOAT RIGGING SERVICES

AN INTERVIEW PROCESS WILL BE USED TO DETERMINE EQUIPMENT AND LABOR REQUIREMENTS FOR BOAT RIGGING

Please complete the following: Number of pieces to be spotted _____ Heaviest piece to be spotted _____

Install Date/ Time: _____
(times are not guaranteed)

Dismantle Date/ Time: _____

Description of work to be performed: _____

PLEASE NOTE:

Rate Structure includes forklift and one (1) operator only.

Minimum crews are based on scope of work and area jurisdiction.

Additional labor and groundmen will be billed at the hourly rate.

The minimum charge for labor and equipment is one (1) hour. Labor and equipment thereafter is charged in half (1/2) hour increments.

Orders Cancelled without 24-hour notices will be charged a one (1) hour cancellation fee.

Cranes, Scissor Lifts, and 4-Stage Forklifts Available Upon Request

Forklift Rental - Up to 5,000 lb. Capacity

Description	Discount	Standard	Qty.	Total
Straight Time Hourly Rental	\$172.75	\$242.00	_____	\$ _____
Overtime Hourly Rental	\$232.25	\$331.75	_____	\$ _____
Double-time Hourly Rental	\$345.50	\$493.50	_____	\$ _____

Forklift Rental - Up to 10,000 lb. Capacity

Description	Discount	Standard	Qty.	Total
Straight Time Hourly Rental	\$185.75	\$265.75	_____	\$ _____
Overtime Hourly Rental	\$259.75	\$371.00	_____	\$ _____
Double-time Hourly Rental	\$371.75	\$530.75	_____	\$ _____

Forklift Rental - Up to 20,000 lb. Capacity

Description	Discount	Standard	Qty.	Total
Straight Time Hourly Rental	\$196.75	\$280.75	_____	\$ _____
Overtime Hourly Rental	\$274.25	\$391.50	_____	\$ _____
Double-time Hourly Rental	\$393.25	\$561.50	_____	\$ _____

SUBTOTAL ESTIMATED FORKLIFT CREW ORDER: \$ _____

☐ 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 8.25%.

Company Name: _____ Booth#: _____

25-FL1203-T



The unpacking, installation, dismantle and packing of displays and equipment must be done by a full-time, bona fide employee of the exhibiting company or the correct type of union labor. AEX Convention Services, the official contractor, will have skilled crafts available to assist exhibitors. Arrangements for labor should be made through or in advance of the show. Official labor order forms are included in this exhibitor service manual. Exhibitors may elect to use an exhibitor-appointed contractor subject to contractual obligations, security and safety requirements.

An exhibitor-appointed contractor may be used only when the following requirements have been met:

1. Exhibitor must complete and return this form to AEX Convention Services a month prior. No Request, addendum or substitutions received after the specified date will be considered.
2. AEX Convention Services is to be advised of the name, address and contact of each exhibitor-appointed contractor being used.
3. An **original certificate of insurance** from the exhibitor-appointed contractor must also be received a month in advance. The policy must name AEX Convention Services and the Exhibition Center, as additionally insured and should also include public liability and property insurance for at least \$1,000,000.00 as well as worker's compensation insurance in accordance with local laws.

The service contractor designated must be used without exception for electrical, plumbing, telephone, drayage, rigging, booth cleaning, or Teamsters.

Contracting Company Agent _____

Contracting Company Name _____

Contracting Company Address _____

City _____ State/Country _____ Zip _____

Phone _____ Fax _____

Estimated Arrival date (Show site _____ Estimated Number of Workers _____

Contractor's Cell Phone: _____ Date _____

Exhibiting Company _____ Booth No _____

Mailing Address _____ Fax No _____

City/State/Zip _____ Phone _____

Authorized by: _____ Title _____

Print Name _____ E-mail _____

Fax or mail to: **AEX Convention Services**
3089 English Creek Ave
Egg Harbor Twp, NJ 08234
(609)272-1600 * FAX: (609)272-1680



An Exhibitor's Agent is anyone, other than the exhibitor's employees, engaged by the exhibitor to arrange for exhibit services. This form must be completed, signed and returned to our office, as indicated, no later than twenty-one days prior to the meeting in order for exhibitor's agent billing to be accepted. The exhibitor is ultimately responsible for payment of AEX Convention Services charges. Please be aware that if your agent fails to pay our invoice, such charges will immediately revert to you. Special note to Exhibitor's Agent - your status may be rejected if you do not provide credit card information below.

Please provide complete information:

Authorized Agent: _____

Street Address: _____

City, State & Zip: _____

Email Address: _____

Phone No. _____ Fax No. _____

*We the undersigned have authorized the above agent to handle our exhibit for this event and are also authorized to receive and pay AEX Convention Services invoice for services. **We understand and further agree that we, the exhibiting firm, are primarily responsible for payment of charges. In the event that the named agent does not discharge payment by 12 Noon of the day before the meeting closes, such charges are to be paid by the exhibiting firm on demand.***

☐ Statement to Exhibitor☐ Statement to Authorized Agent***Both parties must indicate acceptance below or request may be denied***Exhibitor will pay: ☐ Furniture ☐ Carpet ☐ Labor ☐ Cleaning ☐ Material HandlingThird Party will pay: ☐ Furniture ☐ Carpet ☐ Labor ☐ Cleaning ☐ Material Handling**Exhibiting Firm**

Agent _____

Title _____

Signature _____

Exhibitor's Agent

Agent _____

Title _____

Signature _____

Invoices will be presented to exhibitors for payment unless agent settles charges at the AEX Convention Services service desk by 12:00 noon on the day before the meeting closes. AEX Convention Services suggest either the exhibiting company or its authorized agent provide credit card information on the Recap of Orders Form enclosed so that there is no question as to responsibility of payment.

This request will not be accepted without the next page, "Third Party Credit Card Authorization Form".

Exhibiting Company _____ Booth No _____

Mailing Address _____ Fax No _____

City/State/Zip _____ Phone _____

Print Name _____ E-mail _____



Please complete the information requested below and return this Authorization Form with your order. This form is required to be on file to process any orders for service.



Exhibiting Company Name

Booth#

Cardholder Name (please print)

Billing Address

City, State, Zip

Cardholder Email

Phone

METHOD OF PAYMENT☐ Personal Card ☐ Corporate Card☐ AMEX☐ VISA☐ MASTERCARD☐ DISCOVER

Card Number:

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Exp. Date:

--	--	--	--

M M Y Y

*A credit card authorization is required to be held on file.

Are you tax exempt for the state in which this event is held? ☐ Yes ☐ No

If yes, a tax exemption certificate is required to be submitted with this agreement.

By signing below, the Cardholder acknowledges receipt of goods and or services in the amount of such invoice and agrees to perform the obligations set forth in the Cardholder's Agreement with the issuer. Refunds cannot be given after the close of the event on items or services ordered but not received. Orders cancelled for any reason will receive a 50% refund. No refund can be provided once installation begins. Accounts past due are subject to a monthly charge of 1.5% (annual rate 18%) and all costs of collections including reasonable attorneys' fees. Rental items are only for the Exhibiting entity who has properly completed our rental forms and may not be sub-rented, "loaned" or given to other Exhibitors. If you do not need items rented or provided in a package, please contact the contractor for removal. Booth inventory is conducted daily and items not rented from the contractor will either be removed or charged to the Exhibiting company with improper possession.

PAYMENT INFORMATION

- Checks will not be accepted at show site
- All balances must be paid by the conclusion of the event.
- For your convenience, we will use this authorization to pay for any additional amounts ordered by your representative for services rendered for this event.
- A final invoice will be prepared and can be requested by contacting Exhibitor Services.
- If the credit card is declined, standard floor pricing prevails and a \$25.00 service charge will be added.

Payment Policy: 100% of amount owed including applicable tax is due in advance or at show site. Payment must be in U.S. funds. Invoices are to be paid by cash, travelers check drawn on U.S. Banks, VISA, Mastercard, Discover or American Express. Payment of all labor and services ordered by the exhibitor or their agent is the responsibility of the exhibitor. Your show site representative must be made aware of this policy and have the means to make payment. Otherwise, service will be denied unless credit card authorization is given on the Recap of Orders and Payment Policy Form. PLEASE DO NOT ASK US TO BILL YOU.

Unpaid Balance - A credit card authorization is required to settle any unpaid balance after the close of the show. Any balance outstanding as of move - out will be charged to this account.

An Authorized Signature is required for orders to be processed

You and your organization agree to all terms and conditions on the front and back of all forms, including the contractor Limits & Liabilities and Terms & Conditions.

Sign Here

X

Authorized Signature

AEX Convention Services, LLC 22-3125223 | AEX Convention Servicesession Services, LLC 27-2669260

25-FL1203-T

ACORD 1.		CERTIFICATE OF LIABILITY INSURANCE			DATE			
PRODUCER Insurance Company Name Fax: (212) 555-6100 Insurance Company Address 1 Insurance Company Address 2 Attn: Agent Name (212) 555-6102 ext. 1234		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. INSUREERS AFFORDING COVERAGE						
INSURED 2. Exhibiting Company Name Exhibiting Company Address 1 Exhibiting Company Address 2 Attn: Exhibiting Company Contact Name Phone Number Fax Number:		INSURER A: Hartford Insurance Company of Illinois INSURER B: Aetna Casualty & Surety Company INSURER C: Travelers Insurance Company INSURER D: Royal Insurance Company INSURER E:						
COVERAGES								
3. THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED, NOTWITHSTANDING ANY REQUIREMENT, TERM OF 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. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.								
INSR LTR	4. TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	9. LIMITS			
A	GENERAL LIABILITY ☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS MADE ☒ OCCUR ☐ _____ GENERAL AGGREGATE LIMIT APPLIES PER ☐ POLICY ☐ PROJECT ☐ LOC	000P98298-AI1	7. 01/01/23	8. 01/0/23	EACH OCCURENCE	\$1,000,000		
	☐ FIRE DAMAGE (Any one fire)				\$ 50,000			
	☐ MED EXP (Any one person)				\$ 5,000			
	☐ PERSONAL & ADV INJURY				\$1,000,000			
	☐ GENERAL AGGRREGATE				\$2,000,000			
				☐ PRODUCTS-COMP/OP AGG	\$2,000,000			
B	AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ ALL OWNED AUTOS ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ☒ NON-OWNED AUTOS ☐ _____ ☐ _____	SKLS-029499S	01/01/23	01/01/23	COMBINED SINGLE LIMIT	\$1,000,000		
	(Ea accident)							
	BODILY INJURY				\$			
	(Per person)							
	BODILY INJURY				\$			
				(Per accident)				
				PROPERTY DAMAGE	\$			
				(Per accident)				
				AUTO ONLY-EA ACCIDENT	\$			
				OTHER THAN	\$			
				AUTO ONLY:	\$			
A	UMBRELLA/EXCESS LIABILITY ☒ OCCUR ☐ CLAIMS MADE ☐ DEDUCTIBLE ☐ RETENTION \$	XL1234567	01/01/23	01/01/23	EACH OCCURENCE	\$1,000,000		
	AGGREGATE				\$1,000,000			
					\$			
					\$			
					\$			
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	A4145-SS-PJ37	01/01/23	01/01/23	☒ WC STATU- QRY LIMITS ☐ OTHER			
	E.L. EACH ACCIDENT				\$1,000,000			
	E.L. DISEASE-EA EMPLOYEE				\$1,000,000			
	E.L. DISEASE -POLICY LIMIT				\$1,000,000			
D	OTHER				Each Occurrence & Aggregate			
DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS 5. (Show Management), AEX Services (Official Service Provider), the (Facility), and (Show) are hereby named as additional insured, except for Workers' Compensation. (Show Management) and/or the consignor are included as Loss Payee. The insurance provided for the benefit of Emerald, shall be primary insurance as respects any claim, loss, or liability, arising out of the Named Insured's operations for which the Named Insured is liable. Any other insurance maintained by (Show Management) shall be excess and non-contributory. Show date(s) are: (00/00/0000) in (CITY, STATE).								
CERTIFICATE HOLDER		X		ADDITIONAL INSURED; INSURER LETTER: <u>X</u> CANCELLATION				
6. AEX Services 3089 English Creek Ave Ste. A Egg Harbor Township, NJ 08234				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 DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OF REPRESENTATIONS				
				AUTHORIZED REPRESENTATIVE 10.				

1. PRODUCER: Name, address and phone number of insurance carrier.
2. INSURED: Company name, address, phone number and booth number of company insured.
3. COVERAGES: Coverage must be provided for Comprehensive General Liability, Automotive Liability (if applicable), and Workmen's Compensation, complete with policy numbers, effective dates of Coverage and limits of coverage.
4. FORM OF COVERAGE: Must be "occurrence" form of coverage.
5. NAME OF ADDITIONAL INSUREDS: (Show Management), Texas Exposition Services (Official Service Provider), (Show) and the(Facility) as additional insureds on a primary and non-contributory basis. Show dates are (00/00/0000).

6. CERTIFICATE HOLDER: (SHOW MANAGEMENT), ADDRESS:
7. POLICY EFFECTIVE DATE: Must be prior to or coincidental with the first day of Exhibitor Move-In.
8. POLICY EXPIRATION DATE: Must be on or after the last day of Exhibitor Move-Out.
9. LIMITS OF INSURANCE: Must be the same or greater than required by contract. See Insurance Requirements.
10. AUTHORIZED REPRESENTATIVE: Must be signed (not stamped) by an authorized representative of Producer.

Show Name: Dealer Week 2025: MRAA Conference & Expo

Show Dates: December 7-10, 2025

Show Venue: Tampa Convention Center

Deadline to Receive Discount Pricing: Thursday, November 13, 2025



FURNITURE RENTAL ORDER FORM



FURNITURE

Item #	Description	Discount	Standard	Qty.	Total
F10	Plastic Side Chair	\$ 79.25	\$111.00	_____	\$ _____
F20	Padded Side Chair	\$ 94.00	\$131.50	_____	\$ _____
F30	Padded Arm Chair	\$119.25	\$167.00	_____	\$ _____
F40	Padded Counter Stool	\$137.50	\$192.50	_____	\$ _____
F60	Cocktail Table 30"H	\$166.50	\$233.00	_____	\$ _____
F70	Cocktail Table 42"H	\$195.50	\$273.75	_____	\$ _____
F3104	Black Spandex Drape 42" Cocktail Table	\$ 50.25	\$ 70.25	_____	\$ _____



(actual products may vary)

ACCESSORIES

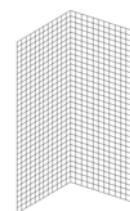
Item #	Description	Discount	Standard	Qty.	Total
F80	Literature Rack	\$150.75	\$211.00	_____	\$ _____
F100	Wastebasket	\$ 25.00	\$ 35.00	_____	\$ _____
F110	Easel	\$ 33.75	\$ 47.25	_____	\$ _____
F120	Chrome Sign Frame (22"W x 28"H)	\$123.50	\$173.00	_____	\$ _____
F130	Waterfall Bag Rack	\$137.50	\$192.50	_____	\$ _____
F150	Chrome Bag Holder	\$144.75	\$202.75	_____	\$ _____
F160	Chrome Clothes Tree	\$144.75	\$202.75	_____	\$ _____
F191	6' Garment Rack w/Wheels	\$ 83.25	\$116.50	_____	\$ _____

GRID WALL

Each Panel is 2' x 8' with a 3" x 3" grid.

At least two panels are needed to be free standing without the use of feet.

Item #	Description	Discount	Standard	Qty.	Total
F550	2' x 8' Grid Wall	\$148.50	\$208.00	_____	\$ _____
F5501	Pair of feet	\$ 58.00	\$ 81.25	_____	\$ _____



TACK BOARD

Item #	Description	Discount	Standard	Qty.	Total
F640	Style A - 4' w x 8' h Panel	\$255.25	\$357.25	_____	\$ _____
F660	Style B - 8' w x 4' h Panel	\$255.25	\$357.25	_____	\$ _____



Vertical to Floor

Style B
Horizontal off Floor
(30" Off the Floor)

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 6.5%.

25-FL1203-T

Show Name: Dealer Week 2025: MRAA Conference & Expo

Show Dates: December 7-10, 2025

Show Venue: Tampa Convention Center

Deadline to Receive Discount Pricing: Thursday, November 13, 2025



TABLE RENTAL ORDER FORM



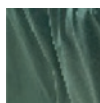
Blue



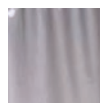
Burgundy



Black



Green



Gray



Red



White



Yellow

(actual colors may vary)

DISPLAY TABLES (Price includes top covered with white vinyl and 3 sides skirted)

Description	Discount	Standard	Qty.	Total
4' L x 24" W x 30" H	\$154.25	\$216.00	_____	\$ _____
4' L x 24" W x 42" H	\$199.50	\$279.25	_____	\$ _____
6' L x 24" W x 30" H	\$175.25	\$245.25	_____	\$ _____
6' L x 24" W x 42" H	\$227.50	\$318.50	_____	\$ _____
8' L x 24" W x 30" H	\$212.00	\$296.75	_____	\$ _____
8' L x 24" W x 42" H	\$258.50	\$362.00	_____	\$ _____
4th Side Skirt 30"	\$ 52.25	\$ 73.25	_____	\$ _____
4th Side Skirt 42"	\$ 58.00	\$ 81.25	_____	\$ _____

Please select skirt color:

- ☐ Blue ☐ Burgundy
☐ Black ☐ Green
☐ Gray ☐ Red
☐ White ☐ Yellow
☐ Un-skirted

Undraped Tables - 25% off of skirted rate.

TABLETOP RISERS - 12"w x 8"h (Covered in white vinyl)

Description	Discount	Standard	Qty.	Total
4' Long, Single Step Riser	\$ 66.00	\$ 92.50	_____	\$ _____
6' Long, Single Step Riser	\$ 99.00	\$138.50	_____	\$ _____

MASKING DRAPE (Drape rates are per linear foot)

Description	Discount	Standard	Qty.	Total
Side Rail Drape 3'	\$ 26.50	\$ 37.00	_____	\$ _____
8' Background Drape	\$ 30.50	\$ 42.75	_____	\$ _____

Please select drape color:

- ☐ Blue ☐ Burgundy
☐ Black ☐ Green
☐ Gray ☐ Red
☐ White ☐ Yellow

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 6.5%.

25-FL1203-T

Show Name: Dealer Week 2025: MRAA Conference & Expo

Show Dates: December 7-10, 2025

Show Venue: Tampa Convention Center

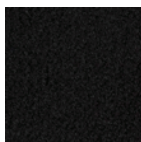
Deadline to Receive Discount Pricing: Thursday, November 13, 2025



CARPET RENTAL ORDER FORM



Blue



Black



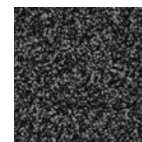
Gray



Red



Bluejay



Tuxedo

(actual colors may vary)

STANDARD BOOTH CARPET (Standard booth carpet is not available for Island Booths. Please see the Cut & Lay Carpet below.)

Description	Discount	Standard	Total
10' x 10'	\$ 250.25	\$ 350.25	\$ _____
10' x 20'	\$ 500.50	\$ 700.50	\$ _____
10' x 30'	\$ 750.75	\$1,050.75	\$ _____
10' x 40'	\$1,001.00	\$1,401.00	\$ _____

Please select standard or cut & lay carpet color:

- ☐ Blue ☐ Black
☐ Gray ☐ Red
☐ Bluejay ☐ Tuxedo

For islands and booths larger than 400 sq. ft., standard booth carpet is not an available option. If complete exhibit area carpet is desired, see Cut & Lay and Plush Carpet offerings below.

CUT & LAY CARPET (100 sq. ft. minimum)

Description	Discount	Standard	Total
_____sq. ft.	\$4.00	\$5.50	\$ _____

PLUSH CARPET (200 sq. ft. minimum. Plush Carpet Order must be received at least four weeks prior to the show.)

Description	Discount	Standard	Total
_____sq. ft.	\$5.00	\$7.00	\$ _____

Please select plush carpet color:

- ☐ White ☐ Ivory
☐ Beige ☐ Big Blue Top
☐ Royal Blue ☐ Navy Blue
☐ Red ☐ Burgundy
☐ Charcoal ☐ Pewter Gray
☐ Black ☐ Emerald Green

Please call if you don't see your color.



White



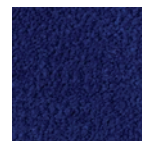
Ivory



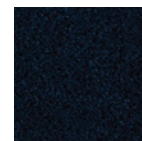
Beige



Big Blue Top



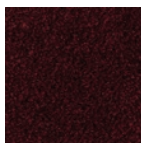
Royal Blue



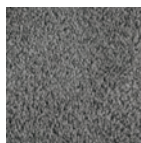
Navy Blue



Red



Burgundy



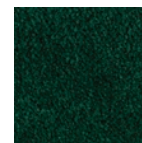
Charcoal



Pewter Gray



Black



Emerald Green

(actual colors may vary)

PADDING & COVERING (per sq. ft.)

Sq Ft.	Description	Discount	Standard	Total
_____	Padding	\$1.31 sq ft	\$1.83 sq ft	\$ _____
_____	Double Padding	\$2.62 sq ft	\$3.66 sq ft	\$ _____
_____	Plastic Covering	\$0.53 sq ft	\$0.74 sq ft	\$ _____

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 6.5%.

25-FL1203-T

USE THIS FORM TO ORDER CLEANING SERVICE WITHIN YOUR BOOTH SPACE AND FOR DEBRIS ACCUMULATED DURING SET-UP AND EXHIBIT HOURS.

All rental carpets ordered from the contractor are installed in clean condition.



VACUUMING

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

Please check preference below:

		Discount	Standard
☐	Daily Vacuum carpet before initial opening of event and daily thereafter	\$.62/sq. ft./day	\$.87/sq. ft./day
☐	One Time Vacuum carpet before initial opening of event	\$.78/sq. ft.	\$1.09/sq. ft.

Exhibit Space: _____ ft (x) _____ ft = _____ sq. ft. (x) \$ _____ (x) _____ = \$ _____
 (100 sq. ft. minimum) rate per sq. ft. Days Total

PORTER SERVICE

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

	Discount	Standard
Empty wastebasket, tidy and spot clean exhibit space during show hours.	\$183.75	\$257.25

Daily Service: _____ (Specify Days) Date: _____

Porter Service: _____ days (x) amount per day \$ _____ = Total \$ _____

SUBTOTAL ESTIMATED CLEANING ORDER: \$ _____

☐ 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 6.5%.

Company Name: _____ Booth#: _____



2025 TRADESHOW CATALOG



ESSENTIAL FURNISHINGS AND HELPFUL TIPS TO PLAN YOUR NEXT TRADESHOW EXHIBIT

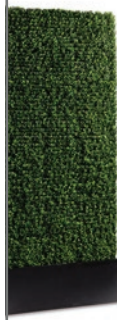


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Legend

-  Lighted
-  Outdoor
-  Powered

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	3 Style Strategies		5 Soft Seating
	17 Group Seating		26 Bar Seating
	32 Bar & Café Tables		38 Powered Product
	41 Accent & Side Tables		53 Essential Accessories, Lighting & Greenery

STYLE STRATEGIES

Create innovative exhibit solutions with these tips to help promote engagement and functional booth environments.

1 Resimmercial

Incorporate natural materials and elements of home to inspire creativity and productivity.



2 Green with Envy

Biophilic elements such as life-like plants and hedges enhance the feeling of serenity and well-being for attendees.



3 Power Up

Include powered products throughout your exhibit to provide a place to relax and recharge.



4 Make it Pop

Add bursts of color to your design for unforgettable environments that draw attention and reinforce brand themes.



STYLE STRATEGIES

Create innovative exhibit solutions with these tips to help promote engagement and functional booth environments.

5 Work Together

Enjoy communal tables that make it easy to network and build connections.



6 Experience First

Got limited space? Use ottomans and end tables to create campfire settings for quick selling conversations and to enhance seating environments.



7 Gather Round

Create small theaters for demonstrations or design places for brainstorming and casual networking.



8 Define Space

Use dividers or greenery to define space and create semi-private zones for breakout meetings and selling conversations.



SOFAS, LOVESEATS, CLUB CHAIRS

White



Baja



Fairfax



Palm Beach

Black



Naples



Key Largo



SOFAS, LOVESEATS, CLUB CHAIRS

Cool Tones



Montreal



Allegro



Neutral Tones



Cordoba



Sterling



Valencia

Warm Tones



Valencia

Product Image	Product Name	Product Code	Color/Materials	Dimensions
	Allegro Chair	CHR002	Blue Fabric	Length: 36" Depth: 34.5" Height: 30" Seat Length: 23" Seat Depth: 23" Seat Height: 17"
	Allegro Loveseat	LVS002	Blue Fabric	Length: 63" Depth: 34.5" Height: 30" Seat Length: 57" Seat Depth: 23" Seat Height: 17"
	Allegro Sofa	SFA002	Blue Fabric	Length: 73" Depth: 34.5" Height: 30" Seat Length: 61" Seat Depth: 23" Seat Height: 17"
	Baja Chair	BCHWHT	White Vinyl	Length: 36" Depth: 30.5" Height: 28" Seat Length: 25.75" Seat Depth: 22" Seat Height: 16"
	Baja Loveseat	BLVWHT	White Vinyl	Length: 61" Depth: 30.5" Height: 28" Seat Length: 51" Seat Depth: 23" Seat Height: 16"
	Baja Sofa	BSFWHT	White Vinyl	Length: 86" Depth: 30" Height: 28" Seat Length: 77" Seat Depth: 23" Seat Height: 16"

Product Image	Product Name	Product Code	Color/Materials	Dimensions
	Cordoba Chair	COCHTP	Taupe Fabric, Black	Length: 37" Depth: 32" Height: 33" Seat Length: 22.5" Seat Depth: 21" Seat Height: 18"
	Cordoba Loveseat	COLVTP	Taupe Fabric, Black	Length: 60.5" Depth: 32" Height: 33" Seat Length: 46" Seat Depth: 21" Seat Height: 18"
	Fairfax Chair	FAIRCW	White Vinyl, Brushed Metal	Length: 27" Depth: 26" Height: 30" Seat Length: 24" Seat Depth: 20.5" Seat Height: 17"
	Fairfax Loveseat	FAIRSW	White Vinyl, Brushed Metal	Length: 62" Depth: 26" Height: 30" Seat Length: 62" Seat Depth: 20.5" Seat Height: 17"
	Key Largo Chair	KEYCHR	Black Fabric, Wood	Length: 35" Depth: 35" Height: 34" Seat Length: 22" Seat Depth: 22" Seat Height: 19"
	Key Largo Loveseat	KEYLOV	Black Fabric, Wood	Length: 57" Depth: 35" Height: 34" Seat Length: 44" Seat Depth: 22" Seat Height: 19"

Product Image	Product Name	Product Code	Color/Materials	Dimensions
	Key Largo Sofa	KEYSOF	Black Fabric, Wood	Length: 79" Depth: 35" Height: 34" Seat Length: 66" Seat Depth: 22" Seat Height: 19"
	Montreal Chair	MONCHA	Blue, Black Metal	Length: 30" Depth: 23.25" Height: 30" Seat Length: 22.5" Seat Depth: 18.5" Seat Height: 16"
	Montreal Loveseat	MONLOV	Blue, Black Metal	Length: 62" Depth: 27.25" Height: 29.5" Seat Length: 57" Seat Depth: 18.5" Seat Height: 16"
	Naples Chair	Powered: NPLCHP Non-Powered: NPLCHR	Black Vinyl	Length: 36" Depth: 30" Height: 33.25" Seat Length: 25" Seat Depth: 20.5" Seat Height: 18"
	Naples Loveseat	Powered: NPLLOP Non-Powered: NPLLOV	Black Vinyl	Length: 62" Depth: 30" Height: 33.25" Seat Length: 52.5" Seat Depth: 20.5" Seat Height: 18"
	Naples Sofa	Powered: NPLSOP Non-Powered: NPLSOF	Black Vinyl	Length: 87" Depth: 30" Height: 33.25" Seat Length: 77.5" Seat Depth: 20.5" Seat Height: 18"

Product Image	Product Name	Product Code	Color/Materials	Dimensions
	Palm Beach Sofa	PALSOF	White Vinyl	Length: 69" Depth: 29" Height: 33" Seat Length: 48-62" Seat Depth: 19" Seat Height: 18"
	Sterling Chair	STECHA	Gray Fabric	Length: 33" Depth: 33.5" Height: 32" Seat Length: 25.75" Seat Depth: 21" Seat Height: 17"
	Sterling Sofa	STESOF	Gray Fabric	Length: 82" Depth: 33.5" Height: 32" Seat Length: 72.5" Seat Depth: 21" Seat Height: 17"
	Valencia Chair	VALCGN	Green Fabric	Length: 28" Depth: 30.5" Height: 31" Seat Length: 17.5" Seat Depth: 21" Seat Height: 17.5"
	Valencia Chair	VALCOT	Oat Fabric	Length: 28" Depth: 30.5" Height: 31" Seat Length: 17.5" Seat Depth: 21" Seat Height: 17.5"
	Valencia Chair	VALCHA	Spice Orange Velvet	Length: 28" Depth: 30.5" Height: 31" Seat Length: 17.5" Seat Depth: 21" Seat Height: 17.5"

Product Image	Product Name	Product Code	Color/Materials	Dimensions
	Valencia Loveseat	VALVOT	Oat Fabric	Length: 63" Depth: 30.5" Height: 31" Seat Length: 53" Seat Depth: 20.5" Seat Height: 17.5"
	Valencia Loveseat	VALSOF	Coffee Brown Velvet	Length: 63" Depth: 30.5" Height: 31" Seat Length: 53" Seat Depth: 20.5" Seat Height: 17.5"



Product Image	Product Name	Product Code	Color/Materials	Dimensions
	Naples Chair	Powered: NPLCHP Non-Powered: NPLCHR	Black Vinyl	Length: 36" Depth: 30" Height: 33.25" Seat Length: 25" Seat Depth: 20.5" Seat Height: 18"
	Naples Loveseat	Powered: NPLLOP Non-Powered: NPLLOV	Black Vinyl	Length: 62" Depth: 30" Height: 33.25" Seat Length: 52.5" Seat Depth: 20.5" Seat Height: 18"
	Naples Sofa	Powered: NPLSOP Non-Powered: NPLSOF	Black Vinyl	Length: 87" Depth: 30" Height: 33.25" Seat Length: 77.5" Seat Depth: 20.5" Seat Height: 18"
	Tech Tablet Chair	Powered: TCHGRY Non-Powered: TCHTNP	Gray Vinyl, White Metal Tablet, Chrome Base	Length: 30.5" Depth: 29" Height: 33.5" Seat Length: 22.5" Seat Depth: 19.5" Seat Height: 19"
	Tech Chair, No Tablet	Powered: TCHP Non-Powered: TCHNTP	Gray Vinyl, Chrome Base	Length: 30.5" Depth: 29" Height: 33.5" Seat Length: 22.5" Seat Depth: 19.5" Seat Height: 19"

ACCENT CHAIRS

White



Brooklyn



Pasadena



Swanson



Madrid

Black



Brooklyn



Pro Executive Guest

Neutral Tones



Century



La Brea



Munich



Tech



Warm Tones



Lorna



Bowery



Terrace



Atherton



Wentworth

Product Image	Product Name	Product Code	Color/Materials	Dimensions
	Atherton Chair	ATHCHA	Brown Leather, Black Metal	Length: 27" Depth: 31" Height: 30" Seat Length: 21.5" Seat Depth: 24" Seat Height: 17"
	Bowery Chair	BOWCHA	Ochre Fabric	Length: 29.75" Depth: 31" Height: 27.25" Seat Length: 30" Seat Depth: 21" Seat Height: 17"
	Brooklyn Meeting Chair	BNMCSW	White Vinyl, Black Swivel Base	Length: 24.5" Depth: 25.5" Height: 31.75" Seat Length: 18" Seat Depth: 17" Seat Height: 18"
	Brooklyn Meeting Chair	BNMCSB	Black Vinyl, Black Swivel Base	Length: 24.5" Depth: 25.5" Height: 31.75" Seat Length: 18" Seat Depth: 17" Seat Height: 18"
	Brooklyn Meeting Chair	BNMCOW	White Vinyl, Oak-Look Base	Length: 24.5" Depth: 25.5" Height: 31.75" Seat Length: 18" Seat Depth: 17" Seat Height: 18"
	Brooklyn Meeting Chair	BNMCOB	Black Vinyl, Oak-Look Base	Length: 24.5" Depth: 25.5" Height: 31.75" Seat Length: 18" Seat Depth: 17" Seat Height: 18"

Product Image	Product Name	Product Code	Color/Materials	Dimensions
	Century Chair	CNTCHR	Gray Velvet	Length: 30" Depth: 30" Height: 31" Seat Length: 21.5" Seat Depth: 23" Seat Height: 17"
	La Brea Swivel Chair	LABREA	Charcoal Gray Fabric, Chrome	Length: 35" Depth: 27" Height: 40" Seat Length: 17" Seat Depth: 16" Seat Height: 20"
	Lorna Chair	LRCHGN	Green Leather, Antique Brass	Length: 26" Depth: 25" Height: 30" Seat Length: 18.5" Seat Depth: 19.5" Seat Height: 18"
	Madrid Chair	BCW	White Vinyl, Chrome	Length: 30" Depth: 30" Height: 31" Seat Length: 30.5" Seat Depth: 20.5" Seat Height: 18"
	Munich Armless Chair	MNCHCH	Gray Fabric, Black	Length: 22.5" Depth: 27" Height: 28.5" Seat Length: 22" Seat Depth: 21" Seat Height: 17"
	Pasadena Chair	PASCHR	White Molded Plastic, Chrome Tower Base	Length: 27" Depth: 25" Height: 26" Seat Length: 17" Seat Depth: 17" Seat Height: 17"

Product Image	Product Name	Product Code	Color/Materials	Dimensions
	Pro Executive Guest Chair	PROGB	Black Vinyl, Chrome	Length: 24" Depth: 26" Height: 36" Seat Length: 19.5" Seat Depth: 19" Seat Height: 18"
	Swanson Swivel Chair	SWAN	White Vinyl	Length: 28" Depth: 25" Height: 30" Seat Length: 22" Seat Depth: 17.5" Seat Height: 17"
	Tech Tablet Chair	Powered: TCHGRY Non-Powered: TCHTNP 	Gray Vinyl, White Metal Tablet, Chrome Base	Length: 30.5" Depth: 29" Height: 33.5" Seat Length: 22.5" Seat Depth: 19.5" Seat Height: 19"
	Tech Chair, No Tablet	Powered: TCHP Non-Powered: TCHNTP 	Gray Vinyl, Chrome Base	Length: 30.5" Depth: 29" Height: 33.5" Seat Length: 22.5" Seat Depth: 19.5" Seat Height: 19"
	Terrace Accent Chair	TRCHCO	Cognac Leather, Black Base	Length: 24" Depth: 30.5" Height: 31.25" Seat Length: 22.5" Seat Depth: 21.5" Seat Height: 17.5"
	Wentworth Swivel Chair	WENCH	Brown Vinyl	Length: 31" Depth: 24" Height: 31.5" Seat Length: 21.5" Seat Depth: 19" Seat Height: 18"

GROUP SEATING

White



Christopher



Marina



Razor



Zenith

Black



Blade



Brewer



Chelsea



Duet



Marina



Syntax

Cool Tones



Blade



Chelsea



Marina



Malba

GROUP SEATING

Neutral Tones



Lucent



Chelsea



Malba



Marina



Rustique

Warm Tones



Chelsea



Blade



Marina



Laguna

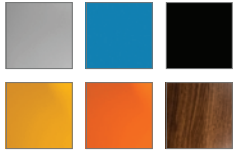


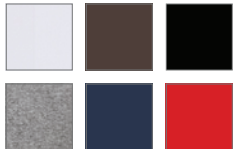
Chelsea



Marina

Product Image	Product Name	Product Code	Color/Materials	Dimensions
 	Blade Chair	BLDCBK BLDCRD BLDCSB	Black Red Sky Blue	Length: 20.5" Depth: 19" Height: 30.5" Seat Length: 15" Seat Depth: 16.75" Seat Height: 17.75"
	Brewer Chair	SC3	Onyx, Chrome	Length: 20" Depth: 20" Height: 32" Seat Length: 19.5" Seat Depth: 16.5" Seat Height: 18.75"
 	Chelsea Chair	CCBTWL CCBTAZ CCBTBK CCBTYL CCBTGY CCBTOR	Walnut-Look, Black Tower Base Azure Blue, Black Tower Base Black, Black Tower Base Goldenrod Yellow, Black Tower Base Gray, Black Tower Base Orange, Black Tower Base	Length: 18.5" Depth: 22" Height: 34" Seat Length: 18" Seat Depth: 16" Seat Height: 18.5"

Product Image	Product Name	Product Code	Color/Materials	Dimensions
 	Chelsea Chair	CCSCGY CCSCAZ CCSCBK CCSCYL CCSCOR CCSCWL	Gray, Black Swivel Base w/ Casters Azure Blue, Black Swivel Base w/ Casters Black, Black Swivel Base w/ Casters Goldenrod Yellow, Black Swivel Base w/ Casters Orange, Black Swivel Base w/ Casters Walnut-Look, Black Swivel Base w/ Casters	Length: 18.5" Depth: 22" Height: 34" Seat Length: 18" Seat Depth: 16" Seat Height: 18.5"
	Christopher Chair	XCHR	White Vinyl, Chrome	Length: 17" Depth: 19" Height: 35" Seat Length: 16.75" Seat Depth: 14.75" Seat Height: 18"
	Duet Stack Chair	DUET	Black, Chrome	Length: 21" Depth: 23" Height: 33" Seat Length: 18" Seat Depth: 18" Seat Height: 18"
	Laguna Chair	LMCHR	Maple, Chrome	Length: 18" Depth: 19" Height: 34" Seat Length: 17" Seat Depth: 16" Seat Height: 18"
	Lucent Chair	LUCHCL	Frosted Acrylic, Chrome	Length: 19.5" Depth: 19.75" Height: 32.5" Seat Length: 16.25" Seat Depth: 15.5" Seat Height: 18.75"

Product Image	Product Name	Product Code	Color/Materials	Dimensions
	Malba Chair	MALGRY	Gray, Chrome	Length: 20" Depth: 20" Height: 32" Seat Length: 17" Seat Depth: 14" Seat Height: 19"
	Malba Chair	MALGRN	Green, Chrome	Length: 20" Depth: 20" Height: 32" Seat Length: 17" Seat Depth: 14" Seat Height: 19"
 	Marina Chair	MARCWH MARCBR MARCBK MARCGY MARCBE MARCRD	White Vinyl, Brushed Metal Brown Fabric, Brushed Metal Black Vinyl, Brushed Metal Gray Fabric, Brushed Metal Ocean Blue Fabric, Brushed Metal Red Fabric, Brushed Metal	Length: 17.5" Depth: 19.5" Height: 35" Seat Length: 15" Seat Depth: 13" Seat Height: 19"
	Razor Armless Chair	SC10	White	Length: 19" Depth: 23.5" Height: 31.75" Seat Length: 16" Seat Depth: 17.25" Seat Height: 17.75"
	Rustique Chair w/ Arms	RSTDIN	Gunmetal	Length: 20" Depth: 18" Height: 31" Seat Length: 15" Seat Depth: 15" Seat Height: 18"

Product Image	Product Name	Product Code	Color/Materials	Dimensions
	Syntax Chair	CS4	Black, Chrome	Length: 23" Depth: 19" Height: 32.25" Seat Length: 18" Seat Depth: 17" Seat Height: 18.5"
	Zenith Chair	ZENCHR	White, Chrome	Length: 18.25" Depth: 22" Height: 32" Seat Length: 18.25" Seat Depth: 16" Seat Height: 19"

Product Image	Product Name	Product Code	Color/Materials	Dimensions
 	Beverly Bench Ottoman	BVLYBK BVLYBN BVLYGR BVLYLN BVLYOB BVLYRD BVLYWH	Black Vinyl Brown Fabric Gray Fabric Linen Fabric Ocean Blue Fabric Red Fabric White Vinyl	Length: 60" Depth: 20" Height: 18" Seat Length: 60" Seat Depth: 20" Seat Height: 18"
 	Beverly Small Bench Ottoman	BVSMBK BVSMBN BVSMGY BVSMMLV BVSMMLN BVSMMLB BVSMGN BVSMOR BVSMRD BVSMWH BVSMYL	Black Vinyl Brown Fabric Gray Fabric Lavender Fabric Linen Fabric Ocean Blue Fabric Olive Green Fabric Orange Fabric Red Fabric White Vinyl Yellow Fabric	Length: 30" Depth: 20" Height: 18" Seat Length: 30" Seat Depth: 20" Seat Height: 18"

Product Image	Product Name	Product Code	Color/Materials	Dimensions
 	Marche Swivel Ottoman	MAR001 MAR015 MAR010 MAR014 MAR012 MAR002 MAR016 MAR003 MAR008 MAR020 MAR011 MAR009 MAR007 MAR004 MAR005 MAR006 MAR013 MAR021	White Vinyl Black Vinyl Blue Fabric Distressed Brown Vinyl Forest Green Vinyl Gray Fabric Ivory Faux Sheep Fur Linen Fabric Meadow Green Olive Faux Sheep Fur Orange Velvet Pear Yellow Fabric Plum Fabric Raspberry Fabric Red Fabric Rose Quartz Fabric Teal Velvet Terracotta Faux Sheep Fur	Round: 17" Height: 18" Seat Round: 17" Seat Height: 18"
 	Vibe Cube Ottoman	VIB10 VIB02 VIB05 VIB21 VIB14 VIB17 VIB01 VIB22 VIB08 VIB13 VIB04 VIB12 VIB16 VIB11 VIB15 VIB09	Black Vinyl Blue Vinyl Bright Yellow Vinyl Caramel Vinyl Citrus Green Vinyl Desert Rose Vinyl Green Vinyl Navy Vinyl Orange Vinyl Purple Vinyl Red Vinyl Silver Vinyl Spice Orange Vinyl Steel Blue Vinyl Taupe Vinyl White Vinyl	Length: 18" Depth: 18" Height: 18" Seat Length: 18" Seat Depth: 18" Seat Height: 18"



Product Image	Product Name	Product Code	Color/Materials	Dimensions
	Endless Curved Ottoman	END01B	Black Vinyl, Chrome	Length: 60.5" Depth: 37.5" Height: 15" Seat Length: 60.5" Seat Depth: 34"
	Endless Curved Ottoman	END01W	White Vinyl, Chrome	Length: 60.5" Depth: 37.5" Height: 15" Seat Length: 60.5" Seat Depth: 34"
	Endless Square Ottoman	END02B	Black Vinyl, Chrome	Length: 34" Depth: 34" Height: 15" Seat Length: 34" Seat Depth: 34"
	Endless Square Ottoman	END02W	White Vinyl, Chrome	Length: 34" Depth: 34" Height: 15" Seat Length: 34" Seat Depth: 34"
	Regis Bench	REGBEN	Brushed Metal	Length: 47" Depth: 15.5" Height: 16"

BAR SEATING

White



Banana



Blade



Christopher



Kamden



Lift



Marina



Shark



Zenith



Zoey

Black



Banana



Blade



Chelsea



Lift



Marina



Syntax

BAR SEATING

Cool Tones



Blade



Chelsea



Marina

Neutral Tones



Lucent



Chelsea



Lift



Marina



Rustique

Warm Tones



Chelsea



Blade



Lift



Marina



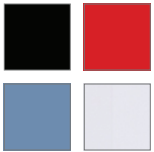
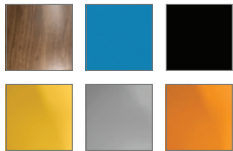
Laguna

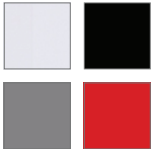


Chelsea



Marina

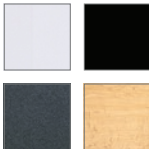
Product Image	Product Name	Product Code	Color/Materials	Dimensions
	Banana Barstool	BSS	Black, Chrome	Length: 21" Depth: 22" Height: 41" Seat Length: 18" Seat Depth: 18" Seat Height: 30.25"
	Banana Barstool	BST	White, Chrome	Length: 21" Depth: 22" Height: 41" Seat Length: 18" Seat Depth: 18" Seat Height: 30.25"
  	Blade Barstool	BLDBBK BLDBRD BLDBSB BLDBWH	Black Red Sky Blue White Molded Plastic	Length: 20.5" Depth: 20" Height: 40.5" Seat Length: 14" Seat Depth: 15.75" Seat Height: 30.25"
 	Chelsea Barstool	CBSBWL CBSBAZ CBSBBK CBSBYL CBSBGY CBSBOR	Walnut-Look, Black Tower Base Azure Blue, Black Tower Base Black, Black Tower Base Goldenrod Yellow, Black Tower Base Gray, Black Tower Base Orange, Black Tower Base	Length: 18.5" Depth: 22" Height: 46" Seat Length: 18" Seat Depth: 16" Seat Height: 30.75"

Product Image	Product Name	Product Code	Color/Materials	Dimensions
	Christopher Barstool	XBAR	White Vinyl, Chrome	Length: 19" Depth: 19" Height: 41" Seat Length: 14.5" Seat Depth: 15" Seat Height: 29"
	Kamden Barstool	KABSWH	White Vinyl, Chrome	Length: 16.5" Depth: 20" Height: 25-33.5" Seat Length: 15" Seat Depth: 19" Seat Height: 22-32"
	Laguna Barstool	LMBAR	Maple, Chrome	Length: 18" Depth: 20" Height: 47" Seat Length: 17" Seat Depth: 16" Seat Height: 31"
 	Lift Barstool	ROLLWH ROLLBL ROLLGY ROLLRD	White Vinyl, Chrome Black Vinyl, Chrome Gray Vinyl, Chrome Red Vinyl, Chrome	Round: 15" Height: 23-33.5" Seat Round: 15" Seat Height: 22.25-31.5"

Product Image	Product Name	Product Code	Color/Materials	Dimensions
 	Marina Barstool	MARBWH MARBBK MARBBR MARBGY MARBBE MARBRD	White Vinyl, Brushed Metal Black Vinyl, Brushed Metal Brown Fabric, Brushed Metal Gray Fabric, Brushed Metal Ocean Blue Fabric, Brushed Metal Red Fabric, Brushed Metal	Length: 21" Depth: 17.5" Height: 41.5" Seat Length: 17" Seat Depth: 16" Seat Height: 30.5"
	Lucent Barstool	LUBSCL	Frosted Acrylic, Chrome	Length: 22" Depth: 22.5" Height: 45.5" Seat Length: 16.25" Seat Depth: 15.5" Seat Height: 31"
	Rustique Barstool	RSTSTL	Gunmetal	Length: 13" Depth: 13" Height: 30" Seat Length: 12" Seat Depth: 12" Seat Height: 30"
	Shark Barstool	BS001	White, Chrome	Length: 22" Depth: 19" Height: 34-44" Seat Length: 17.5" Seat Depth: 14.5" Seat Height: 21.5-32"
	Syntax Barstool	BSR	Black, Chrome	Length: 23" Depth: 19" Height: 43.25" Seat Length: 18" Seat Depth: 17" Seat Height: 28.5"

Product Image	Product Name	Product Code	Color/Materials	Dimensions
	Zenith Barstool	ZENBAR	White, Chrome	Length: 19" Depth: 20" Height: 44" Seat Length: 18" Seat Depth: 16" Seat Height: 29"
	Zoey Barstool	BS002	White, Chrome	Length: 15" Depth: 16" Height: 30-34.75" Seat Length: 14" Seat Depth: 13" Seat Height: 26-30.5"

Product Image	Product Name	Product Code	Color/Materials	Dimensions
 	30" Round Bar Table w/ Hydraulic Base	30WHHB 30WDHB 30BKHB 30BEHB 30AGHB 30YSHB 30GRHB 30GSHB 30MTHB 30OSHB 30BRHB 30MAHB	White Top Barnwood Top Black Top Blue Top Brushed Gunmetal Top Brushed Yellow Top Graphite Nebula Top Green Top Maple Top Orange Top Red Top Gray Acajou Top	Round: 30" Height: 45"
 	30" Round Bar Table w/ Standard Black Base	30WH42 30WDBB 30BKSB 30BEBB 30AGBB 30YBBB VTJ 30GSBB VTK 30OSBB VTB VTA	White Top Barnwood Top Black Top Blue Top Brushed Gunmetal Top Brushed Yellow Top Graphite Nebula Top Green Top Maple Top Orange Top Red Top Gray Acajou Top	Round: 30" Height: 42"
 	30" Round Bar Table, Powered	P30BWH	White Top, Black Base	Round: 30" Height: 42"

Product Image	Product Name	Product Code	Color/Materials	Dimensions
 	36" Round Bar Table w/ Hydraulic Base	36WTHB 36BKHB 36GRHB 36MTHB	White Top Black Top Graphite Nebula Top Maple Top	Round: 36" Height: 45"
 	36" Round Bar Table w/ Standard Black Base	VTW 36BKSB VTN VTP	White Top Black Top Graphite Nebula Top Maple Top	Round: 36" Height: 42"
 	30" Round Cafe Table w/ Hydraulic Base	30WHHC 30WDHC 30BKHC 30BEHC 30AGHC 30YSHC 30GRHC 30GSHC 30MTHC 30OSHC 30BRHC 30MAHC	White Top Barnwood Top Black Top Blue Top Brushed Gunmetal Top Brushed Yellow Top Graphite Nebula Top Green Top Maple Top Orange Top Red Top Gray Acajou Top	Round: 30" Height: 29"

Product Image	Product Name	Product Code	Color/Materials	Dimensions
 	30" Round Cafe Table w/ Standard Black Base	30WH29 30WDBC 30BKSC 30BEBC 30AGBC 30YSBC ZTJ 30GSBC ZTK 30OSBC ZTB ZTA	White Top Barnwood Top Black Top Blue Top Brushed Gunmetal Top Brushed Yellow Top Graphite Nebula Top Green Top Maple Top Orange Top Red Top Gray Acajou Top	Round: 30" Height: 29"
 	30" Round Cafe Table, Powered	P30CWH	White Top, Black Base	Round: 30" Height: 29"
 	36" Round Cafe Table w/ Hydraulic Base	36WTHC 36BKHC 36MTHC 36GRHC	White Top Black Top Maple Top Graphite Nebula Top	Round: 36" Height: 29"

Product Image	Product Name	Product Code	Color/Materials	Dimensions
	36" Round Cafe Table w/ Standard Black Base	ZTQ 36BKSC ZTN ZTP	White Top Black Top Graphite Nebula Top Maple Top	Round: 36" Height: 29"
	Rustique Square Metal Bar Table	RSTSQT	Gunmetal	Length: 23.75" Depth: 23.75" Height: 41.25"

Product Image	Product Name	Product Code	Color/Materials	Dimensions
 	Ventura Communal Bar Table	VNTBNP VNTWNP VNTMNP	Black Top, Silver White Top, Silver Maple Top, Silver	Length: 72.25" Depth: 26.25" Height: 42"
  	Ventura Communal Bar Table, Powered	VNTBLK VNTWHT	Black Top, Silver White Top, Silver	Length: 72.25" Depth: 26.25" Height: 42"
 	Ventura Communal Bar Table w/ Grommet Holes	VNTBWW VNTBMW	White Top, Silver Maple Top, Silver	Length: 72.25" Depth: 26.25" Height: 42"

Product Image	Product Name	Product Code	Color/Materials	Dimensions
 	Ventura Communal Cafe Table	VNTCBN VNTCWN VNTCMN	Black Top, Silver White Top, Silver Maple Top, Silver	Length: 72.25" Depth: 26.25" Height: 30"
  	Ventura Communal Cafe Table, Powered	VNTCBK VNTCWH	Black Top, Silver White Top, Silver	Length: 72.25" Depth: 26.25" Height: 30"
 	Ventura Communal Cafe Table w/ Grommet Holes	VNTCWW VNTCMW	White Top, Silver Maple Top, Silver	Length: 72.25" Depth: 26.25" Height: 30"



Product Image	Product Name	Product Code	Color/Materials	Dimensions
 	Adelaide Powered Cocktail Table	Powered: ADCTWP Non-Powered: ADCTWH Powered: ADCTBP Non-Powered: ADCTBK	White Top, Silver Black Top, Silver	Length: 48.87" Depth: 25.37" Height: 18"
 	Ventura Communal Bar Table, Powered	VNTBLK VNTWHT	Black Top, Silver White Top, Silver	Length: 72.25" Depth: 26.25" Height: 42"
 	Ventura Communal Cafe Table, Powered	VNTCBK VNTCWH	Black Top, Silver White Top, Silver	Length: 72.25" Depth: 26.25" Height: 30"



Product Image	Product Name	Product Code	Color/Materials	Dimensions
	Village Charging Hub	VILHUB	Cream	Length: 12" Depth: 12" Height: 28.25"
	Wireless Charging Table	CUBPOW	White, AC Outlets	Length: 20" Depth: 20" Height: 18"
	30" Round Bar Table, Powered	P30BWH	White Top, Black Base	Round: 30" Height: 42"
	30" Round Cafe Table, Powered	P30CWH	White Top, Black Base	Round: 30" Height: 29"
 	10' Table	Powered: C10PWR Non-Powered: CONF10 Powered: BKC10P Non-Powered: BKC10N	White Top, Silver Black Top, Silver	Length: 120" Depth: 48" Height: 29"

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Product Image	Product Name	Product Code	Color/Materials	Dimensions
 	Adelaide Cocktail Table	Non-Powered: ADCTWH Powered: ADCTWP Non-Powered: ADCTBK Powered: ADCTBP ADCTGL	White Top, Silver Black Top, Silver Glass Top, Silver	Length: 48.875" Depth: 25.375" Height: 18"
 	Adelaide End Table	ADETWH ADETBK ADETGL	White Top, Silver Black Top, Silver Glass Top, Silver	Length: 21.5" Depth: 21.5" Height: 18"
 	Alondra Cocktail Table	ALC200 ALC100	Brandy Maple Top, Chrome Glass Top, Chrome	Length: 47" Depth: 24" Height: 17" Length: 47" Depth: 24" Height: 16"

Product Image	Product Name	Product Code	Color/Materials	Dimensions
 	Alondra End Table	ALE200	Brandy Maple Top, Chrome	Length: 20" Depth: 20" Height: 21"
		ALE100	Glass Top, Chrome	Length: 20" Depth: 20" Height: 20"
 	Geo Cocktail Table	C1FWB	Brandy Maple Top, Black Base	Length: 47" Depth: 24" Height: 17"
		C1C	Glass Top, Chrome Base	Length: 50" Depth: 22" Height: 16"
 	Geo End Table	E1FWB	Brandy Maple Top, Black Base	Length: 20" Depth: 20" Height: 21"
		E1C	Glass Top, Chrome Base	Length: 24" Depth: 24" Height: 20"

Product Image	Product Name	Product Code	Color/Materials	Dimensions
 	Mesa Cocktail Table	MESCTW MESCTB MESCTG	Barnwood Top, Bronze Black Top, Bronze Glass Top, Bronze	Round: 32.25" Height: 17.25" Round: 36" Height: 17.25"
 	Mesa End Table	MESETW MESETB MESETG	Barnwood Top, Bronze Black Top, Bronze Glass Top, Bronze	Round: 20.5" Height: 21.25" Round: 24" Height: 21.25"
	Regis Bench/Table	REGBEN	Brushed Metal	Length: 47" Depth: 15.5" Height: 16"
	Regis End Table	REGOTT	Brushed Metal	Length: 16" Depth: 15.5" Height: 16.5"

Product Image	Product Name	Product Code	Color/Materials	Dimensions
	Silverado Cocktail Table	C1E	Glass Top, Chrome	Round: 36" Height: 17"
	Silverado End Table	E1E	Glass Top, Chrome	Round: 24" Height: 22"
	Timber Cocktail Table	TMBCKT	Distressed Wood	Round: 30" Height: 15"
	Timber End Table	TMBTBL	Distressed Wood	Round: 16" Height: 17"

Product Image	Product Name	Product Code	Color/Materials	Dimensions
	Aura Round Table	AURA	White Metal	Round: 15" Height: 22"
 	Sedona Side Table	SEDBWH SEDBWD SEDBBK	White Top, Bronze Barnwood Top, Bronze Black Top, Bronze	Length: 15.75" Depth: 15.75" Height: 24"
 	Taos Side Table	TAOBWH TAOBWD TAOBBK	White Top, Bronze Barnwood Top, Bronze Black Top, Bronze	Length: 15.75" Depth: 15.75" Height: 24"

Product Image	Product Name	Product Code	Color/Materials	Dimensions
	Madison Executive Desk	JD8	Gray Acajou	Length: 60" Depth: 30" Height: 29"
	Tech Desk, Powered	TECH	Black Metal, Black Laminate w/electrical unit	Length: 60" Depth: 30" Height: 30"
	Tech Desk, Powered w/ 3 Drawer File Cabinet	TECH3B	Black Metal, Black Laminate w/electrical unit	Length: 60" Depth: 30" Height: 30"
	3 Drawer File Cabinet on Castors	TECH3	Black Top, Black Metal	Length: 16" Depth: 20" Height: 28"
	Madison Bookcase	BC8	Gray Acajou	Length: 36" Depth: 12" Height: 72"
	Posh Shelving	PSHCCS	Chrome, Acrylic	Length: 36" Depth: 18" Height: 72"
	Divider, Freestanding Whiteboard	DIVFWB	Silver, White	Length: 39" Depth: 1.5" Height: 72"

Product Image	Product Name	Product Code	Color/Materials	Dimensions
	Atomic 42" Round Table	42ATO	Glass Top, Chrome	Round: 42" Height: 30"
	Atomic 36" Round Table	36ATO	Glass Top, Chrome	Round: 36" Height: 30"
	Geo Table, Rectangle	CF2 CE2	Glass Top, Black Glass Top, Chrome	Length: 60" Depth: 36" Height: 29"
	Geo Table, Rounded Square	CE1 CF1	Glass Top, Chrome Glass Top, Black	Length: 42" Depth: 42" Height: 29"
	Work Table	WD3	White Top, White	Length: 48" Depth: 24" Height: 30"
	42" Round Madison Table	CB8	Gray Acajou, Black	Round: 42" Height: 29"

Product Image	Product Name	Product Code	Color/Materials	Dimensions
 	42" Round Table	CONF42 42BKCT	White Top, Black Black Top, Black	Round: 42" Height: 29"
 	10' Table	Powered: BKC10P Non-Powered: BKC10N Powered: C10PWR Non-Powered: CONF10	Black Top, Silver White Top, Silver	Length: 120" Depth: 48" Height: 29"
 	8' Table	Powered: BKCT8P Non-Powered: BKCT8N Powered: C8PWR Non-Powered: CONF8	Black Top, Silver White Top, Silver	Length: 96" Depth: 60" Height: 29"

Product Image	Product Name	Product Code	Color/Materials	Dimensions
  	5' Table	Powered: BKCT5P Non-Powered: BKCT5N Powered: C5PWR Non-Powered: CONF5	Black Top, Silver White Top, Silver	Length: 60" Depth: 48" Height: 29"
	Madison 10' Table	MADC10	Gray Acajou, Silver	Length: 120" Depth: 48" Height: 29"
	Madison 8' Table	MADC08	Gray Acajou, Silver	Length: 96" Depth: 60" Height: 29"
	Madison 5' Table	MADC05	Gray Acajou, Silver	Length: 60" Depth: 48" Height: 29"

Product Image	Product Name	Product Code	Color/Materials	Dimensions
	Ace High Back Chair	ACHBCB	Black Vinyl, Chrome	Length: 26" Depth: 26" Height: 41.75-44.25" Seat Length: 19.5" Seat Depth: 18" Seat Height: 18.5-21"
	Ace High Back Chair	ACEHBC	White Vinyl, Chrome	Length: 26" Depth: 26" Height: 41.75-44.25" Seat Length: 19.5" Seat Depth: 18" Seat Height: 18.5-21"
	Ace Mid Back Chair	ACMBCB	Black Vinyl, Chrome	Length: 26" Depth: 26" Height: 33.25-33.75" Seat Length: 19.5" Seat Depth: 18" Seat Height: 18-20.5"
	Ace Mid Back Chair	ACEMBC	White Vinyl, Chrome	Length: 26" Depth: 26" Height: 33.25-33.75" Seat Length: 19.5" Seat Depth: 18" Seat Height: 18-20.5"
	Cupertino Mid Back Chair	CUPCHA	Black Vinyl, Chrome	Length: 27" Depth: 30.5" Height: 40-43" Seat Length: 19.5" Seat Depth: 19" Seat Height: 18.5-20.5"
	Genesis Chair	GENCHA	Black	Length: 27.5" Depth: 27.5" Height: 40-43.5" Seat Length: 20" Seat Depth: 17.5" Seat Height: 17.5-21"

Product Image	Product Name	Product Code	Color/Materials	Dimensions
	Pro Executive Guest Chair	PROGB	Black Vinyl, Chrome	Length: 24" Depth: 26" Height: 36" Seat Length: 19.5" Seat Depth: 19" Seat Height: 18"
	Task Stool	TASKST	Black Fabric, Black	Length: 27.5" Depth: 27.5" Height: 32.75-40.25" Seat Length: 18.5" Seat Depth: 18.5" Seat Height: 18-25.5"

Product Image	Product Name	Product Code	Color/Materials	Dimensions
	Midtown Bar, Lighted w/ Plug In	MTBLPI	Taupe Glass Top, Pewter	Length: 60" Depth: 18" Height: 42"
	Midtown Bar, Unlighted	MTBUUL	Taupe Glass Top, Pewter	Length: 60" Depth: 18" Height: 42"
	Midtown Powered Counter, Lighted w/ Plug In	MTCLPI	Taupe Glass Top, Pewter	Length: 60" Depth: 18" Height: 42"
	Midtown Powered Counter, Unlighted	MTCPU	Taupe Glass Top, Pewter	Length: 60" Depth: 18" Height: 42"
	Powered Locking Pedestal, 36"	PDL36B PDL36W	Black White	Length: 24" Depth: 24" Height: 36"
	Powered Locking Pedestal, 42"	PDL42B PDL42W	Black White	Length: 24" Depth: 24" Height: 42"

Product Image	Product Name	Product Code	Color/Materials	Dimensions
	Clear Divider, Freestanding	DIVFRE	Silver, Clear	Length: 39" Depth: 1.5" Height: 72"
	Clear Divider, Freestanding Corner	DIVFCR	Silver, Clear	Length: 39" Depth: 39" Height: 72"
	Clear Divider, Freestanding Wall	DIVFWL	Silver, Clear	Length: 40" Depth: 1.5" Height: 72"
	Miramar Divider, White	MIRWHT	Molded Plastic	Length: 63" Depth: 23" Height: 83"
	Stanchion Sign Holder	STNSGN	Chrome	Length: 10" Height: 13"
	Stanchion w/ Retractable Belt	STNCH1	Black, Chrome	Length: 96" Height: 37"

Product Image	Product Name	Product Code	Color/Materials	Dimensions
	Mason Floor Lamp	LA15	Brushed Silver	Round: 18" Height: 55"
	Mason Table Lamp	LA14	Brushed Silver	Round: 16" Height: 26"
	Boxwood Hedge 7'	HDG7FT	Green, Black	Length: 36.5" Depth: 12" Height: 84"
	Boxwood Hedge 4'	HDG4FT	Green, Black	Length: 46" Depth: 9" Height: 47"

2025 Trade Show Kit Pricelist

CODE	CATEGORY	ITEM	DETAILS	DIMENSIONS	DISCOUNT	STANDARD
LVS002	Soft Seating	Allegro Loveseat	Blue Fabric, Brushed Metal	63"L 34.5"D 30"H	\$792	\$1,030
BLDBWH	Barstool	Blade Barstool	White Molded Plastic	20.5"L 20"D 40.5"H	\$142	\$184
LRCHGN	Chair	Lorna Chair	Green Leather, Antique Brass	26"L 25"D 30"H	\$552	\$718
MARBGY	Barstool	Marina Barstool	Gray Fabric, Brushed Metal	21"L 17.5"D 41.5"H	\$310	\$402
MARCGY	Chair	Marina Chair	Gray Fabric, Brushed Metal	17.5"L 19.5"D 35"H	\$187	\$243
TCHNTP	Chair	Tech Chair, Non-Powered, No Tablet	Gray Vinyl, Chrome Base	30.5"L 29"D 33.5"H	\$243	\$315
TCHTNP	Chair	Tech Tablet Chair, Non-Powered	Gray Vinyl, White Metal Tablet, Chrome Base	30.5"L 29"D 33.5"H	\$243	\$315
TMBCKT	Table	Timber Cocktail Table	Distressed Wood	30"R x 15"H	\$305	\$396
BKC10N	Table	10' Table	Black Top, Silver	120"L 48"D 29"H	\$1,095	\$1,423
CONF10	Table	10' Table	White Top, Silver	120"L 48"D 29"H	\$1,095	\$1,423
BKC10P	Powered	10' Table, Powered	Black Top, Silver	120"L 48"D 29"H	\$1,393	\$1,811
C10PWR	Powered	10' Table, Powered	White Top, Silver	120"L 48"D 29"H	\$1,393	\$1,811
TECH3	Office	3 Drawer File Cabinet	Black Top, Black Metal w/ Casters	16"L 20"D 28"H	\$217	\$282
P30BWH	Powered	30" Round Bar Table, Powered	White Top, Black	30"RND 42"H	\$875	\$1,137
P30CWH	Powered	30" Round Cafe Table, Powered	White Top, Black	30"RND 29"H	\$875	\$1,137
30VDBH	Table	30" Round Bar Table w/ Hydraulic Base	Barnwood Top	30"RND 45"H	\$337	\$438
30BKHB	Table	30" Round Bar Table w/ Hydraulic Base	Black Top	30"RND 45"H	\$337	\$438
30BEHB	Table	30" Round Bar Table w/ Hydraulic Base	Blue Top	30"RND 45"H	\$337	\$438
30AGHB	Table	30" Round Bar Table w/ Hydraulic Base	Brushed Gunmetal Top	30"RND 45"H	\$337	\$438
30YSHB	Table	30" Round Bar Table w/ Hydraulic Base	Brushed Yellow Top	30"RND 45"H	\$337	\$438
30GRHB	Table	30" Round Bar Table w/ Hydraulic Base	Graphite Nebula Top	30"RND 45"H	\$337	\$438
30GSHB	Table	30" Round Bar Table w/ Hydraulic Base	Green Top	30"RND 45"H	\$337	\$438
30MTHB	Table	30" Round Bar Table w/ Hydraulic Base	Maple Top	30"RND 45"H	\$337	\$438
30OSHB	Table	30" Round Bar Table w/ Hydraulic Base	Orange Top	30"RND 45"H	\$337	\$438
30BRHB	Table	30" Round Bar Table w/ Hydraulic Base	Red Top	30"RND 45"H	\$337	\$438
30WHHB	Table	30" Round Bar Table w/ Hydraulic Base	White Top	30"RND 45"H	\$337	\$438
30VDBB	Table	30" Round Bar Table w/ Standard Black Base	Barnwood Top	30"RND 42"H	\$273	\$354
30BKSB	Table	30" Round Bar Table w/ Standard Black Base	Black Top	30"RND 42"H	\$273	\$354
30BEBB	Table	30" Round Bar Table w/ Standard Black Base	Blue Top	30"RND 42"H	\$273	\$354
30AGBB	Table	30" Round Bar Table w/ Standard Black Base	Brushed Gunmetal Top	30"RND 42"H	\$273	\$354
30YBBB	Table	30" Round Bar Table w/ Standard Black Base	Brushed Yellow Top	30"RND 42"H	\$273	\$354
VTJ	Table	30" Round Bar Table w/ Standard Black Base	Graphite Nebula Top	30"RND 42"H	\$273	\$354
30GSBB	Table	30" Round Bar Table w/ Standard Black Base	Green Top	30"RND 42"H	\$273	\$354
VTK	Table	30" Round Bar Table w/ Standard Black Base	Maple Top	30"RND 42"H	\$273	\$354
30OSBB	Table	30" Round Bar Table w/ Standard Black Base	Orange Top	30"RND 42"H	\$273	\$354
VTB	Table	30" Round Bar Table w/ Standard Black Base	Red Top	30"RND 42"H	\$273	\$354
30WH42	Table	30" Round Bar Table w/ Standard Black Base	White Top	30"RND 42"H	\$273	\$354
30WDHC	Table	30" Round Cafe Table w/ Hydraulic Base	Barnwood Top	30"RND 29"H	\$337	\$438
30BKHC	Table	30" Round Cafe Table w/ Hydraulic Base	Black Top	30"RND 29"H	\$337	\$438
30BEHC	Table	30" Round Cafe Table w/ Hydraulic Base	Blue Top	30"RND 29"H	\$337	\$438
30AGHC	Table	30" Round Cafe Table w/ Hydraulic Base	Brushed Gunmetal Top	30"RND 29"H	\$337	\$438
30YSHC	Table	30" Round Cafe Table w/ Hydraulic Base	Brushed Yellow Top	30"RND 29"H	\$337	\$438
30GRHC	Table	30" Round Cafe Table w/ Hydraulic Base	Graphite Nebula Top	30"RND 29"H	\$337	\$438
30GSHC	Table	30" Round Cafe Table w/ Hydraulic Base	Green Top	30"RND 29"H	\$337	\$438
30MTHC	Table	30" Round Cafe Table w/ Hydraulic Base	Maple Top	30"RND 29"H	\$337	\$438
30OSHC	Table	30" Round Cafe Table w/ Hydraulic Base	Orange Top	30"RND 29"H	\$337	\$438
30BRHC	Table	30" Round Cafe Table w/ Hydraulic Base	Red Top	30"RND 29"H	\$337	\$438
30WHHC	Table	30" Round Cafe Table w/ Hydraulic Base	White Top	30"RND 29"H	\$337	\$438
30WDBC	Table	30" Round Cafe Table w/ Standard Black Base	Barnwood Top	30"RND 29"H	\$273	\$354
30BKSC	Table	30" Round Cafe Table w/ Standard Black Base	Black Top	30"RND 29"H	\$273	\$354
30BESC	Table	30" Round Cafe Table w/ Standard Black Base	Blue Top	30"RND 29"H	\$273	\$354
30AGBC	Table	30" Round Cafe Table w/ Standard Black Base	Brushed Gunmetal Top	30"RND 29"H	\$273	\$354
30YSCB	Table	30" Round Cafe Table w/ Standard Black Base	Brushed Yellow Top	30"RND 29"H	\$273	\$354
ZTJ	Table	30" Round Cafe Table w/ Standard Black Base	Graphite Nebula Top	30"RND 29"H	\$273	\$354
30GSBC	Table	30" Round Cafe Table w/ Standard Black Base	Green Top	30"RND 29"H	\$273	\$354
ZTK	Table	30" Round Cafe Table w/ Standard Black Base	Maple Top	30"RND 29"H	\$273	\$354
30OSBC	Table	30" Round Cafe Table w/ Standard Black Base	Orange Top	30"RND 29"H	\$273	\$354
ZTB	Table	30" Round Cafe Table w/ Standard Black Base	Red Top	30"RND 29"H	\$273	\$354
30WH29	Table	30" Round Cafe Table w/ Standard Black Base	White Top	30"RND 29"H	\$273	\$354
30MAHB	Table	30" Round Madison Bar Table w/ Hydraulic Base	Gray Acajou Top	30"RND 45"H	\$337	\$438
VTA	Table	30" Round Madison Bar Table w/ Standard Black Base	Gray Acajou Top	30"RND 42"H	\$273	\$354
30MAHC	Table	30" Round Madison Cafe Table w/ Hydraulic Base	Gray Acajou Top	30"RND 29"H	\$337	\$438
ZTA	Table	30" Round Madison Cafe Table w/ Standard Black Base	Gray Acajou Top	30"RND 29"H	\$273	\$354
36BKHB	Table	36" Round Bar Table w/ Hydraulic Base	Black Top	36"RND 45"H	\$395	\$513
36GRHB	Table	36" Round Bar Table w/ Hydraulic Base	Graphite Nebula Top	36"RND 45"H	\$395	\$513
36MTHB	Table	36" Round Bar Table w/ Hydraulic Base	Maple Top	36"RND 45"H	\$395	\$513
36WTHB	Table	36" Round Bar Table w/ Hydraulic Base	White Top	36"RND 45"H	\$395	\$513
36BKSB	Table	36" Round Bar Table w/ Standard Black Base	Black Top	36"RND 42"H	\$282	\$367
VTN	Table	36" Round Bar Table w/ Standard Black Base	Graphite Nebula Top	36"RND 42"H	\$282	\$367
VTW	Table	36" Round Bar Table w/ Standard Black Base	White Top	36"RND 42"H	\$282	\$367
36BKHC	Table	36" Round Cafe Table w/ Hydraulic Base	Black Top	36"RND 29"H	\$395	\$513
36BKSC	Table	36" Round Cafe Table w/ Standard Black Base	Black Top	36"RND 29"H	\$282	\$367
VTP	Table	36" Round Bar Table w/ Standard Black Base	Maple Top	36"RND 42"H	\$282	\$367
36GRHC	Table	36" Round Cafe Table w/ Hydraulic Base	Graphite Nebula Top	36"RND 29"H	\$395	\$513
36MTHC	Table	36" Round Cafe Table w/ Hydraulic Base	Maple Top	36"RND 29"H	\$395	\$513
36WTHC	Table	36" Round Cafe Table w/ Hydraulic Base	White Top	36"RND 29"H	\$395	\$513
ZTN	Table	36" Round Cafe Table w/ Standard Black Base	Graphite Nebula Top	36"RND 29"H	\$282	\$367
ZTP	Table	36" Round Cafe Table w/ Standard Black Base	Maple Top	36"RND 29"H	\$282	\$367
ZTQ	Table	36" Round Cafe Table w/ Standard Black Base	White Top	36"RND 29"H	\$282	\$367
CB8	Table	42" Round Madison Table	Gray Acajou, Black	42"RND 29"H	\$478	\$621
42BKCT	Table	42" Round Table	Black Top, Black	42"RND 29"H	\$478	\$621
CONF42	Table	42" Round Table	White Top	42"RND 29"H	\$478	\$621
BKCT5N	Table	5' Table	Black Top, Silver	60"L 48"D 29"H	\$597	\$775
CONF5	Table	5' Table	White Top, Silver	60"L 48"D 29"H	\$597	\$775
BKCT5P	Powered	5' Table, Powered	Black Top, Silver	60"L 48"D 29"H	\$676	\$878



C5PWR	Powered	5' Table, Powered	White Top, Silver	60"L 48"D 29"H	\$676	\$878
BKCT8N	Table	8' Table	Black Top, Silver	96"L 60"D 29"H	\$1,095	\$1,423
CONF8	Table	8' Table	White Top, Silver	96"L 60"D 29"H	\$1,095	\$1,423
BKCT8P	Powered	8' Table, Powered	Black Top, Silver	96"L 60"D 29"H	\$1,393	\$1,811
C8PWR	Powered	8' Table, Powered	White Top, Silver	96"L 60"D 29"H	\$1,393	\$1,811
ACHBCB	Chair	Ace High Back Chair	Black Vinyl, Chrome	26"L 26"D 41.75-44.25"H	\$310	\$402
ACEHBC	Chair	Ace High Back Chair	White Vinyl, Chrome	26"L 26"D 41.75-44.25"H	\$310	\$402
ACMBCB	Chair	Ace Mid Back Chair	Black Vinyl, Chrome	26"L 26"D 33.25-35.75"H	\$292	\$379
ACEMBC	Chair	Ace Mid Back Chair	White Vinyl, Chrome	26"L 26"D 33.25-35.75"H	\$292	\$379
ADCTBK	Table	Adelaide Cocktail Table	Black Top, Silver	48.875"L 25.375D 18"H	\$328	\$426
ADCTGL	Table	Adelaide Cocktail Table	Glass Top, Silver	48.875"L 25.375"D 18"H	\$328	\$426
ADCTWH	Table	Adelaide Cocktail Table	White Top, Silver	48.875"L 25.375"D 18"H	\$328	\$426
ADETBK	Table	Adelaide End Table	Black Top, Silver	21.5"L 21.5"D 18"H	\$317	\$412
ADETGL	Table	Adelaide End Table	Glass Top, Silver	21.5"L 21.5"D 18"H	\$317	\$412
ADETWH	Table	Adelaide End Table	White Top, Silver	21.5"L 21.5"D 18"H	\$317	\$412
ADCTBP	Powered	Adelaide Powered Cocktail Table	Black Top, Silver	48.875"L 25.375"D 18"H	\$457	\$594
ADCTWP	Powered	Adelaide Powered Cocktail Table	White Top, Silver	48.875"L 25.375"D 18"H	\$457	\$594
CHR002	Chair	Allegro Chair	Blue Fabric, Gray	36"L 34.5"D 30"H	\$748	\$972
SFA002	Soft Seating	Allegro Sofa	Blue Fabric, Gray	73"L 34.5"D 30"H	\$966	\$1,256
ALC200	Table	Alondra Cocktail Table	Brandy Maple Top, Chrome	47"L 24"D 17"H	\$397	\$516
ALC100	Table	Alondra Cocktail Table	Glass Top, Chrome	47"L 24"D 16"H	\$397	\$516
ALE200	Table	Alondra End Table	Brandy Maple Top, Chrome	20"L 20"D 21"H	\$317	\$412
ALE100	Table	Alondra End Table	Glass Top, Chrome	20"L 20"D 20"H	\$317	\$412
ATHCHA	Chair	Atherton Chair	Brown Leather, Black Metal	27"L 31"D 30"H	\$687	\$892
36ATO	Table	Atomic 36" Round Table	Glass Top, Chrome	36"RND 30"H	\$317	\$412
42ATO	Table	Atomic 42" Round Table	Glass Top, Chrome	42"RND 30"H	\$317	\$412
AURA	Table	Aura Side Table	White Metal	15"RND 22"H	\$177	\$229
BCHWHT	Chair	Baja Chair	White Vinyl	36"L 30.5"D 28"H	\$748	\$972
BLVVHT	Soft Seating	Baja Loveseat	White Vinyl	61"L 30.5"D 28"H	\$947	\$1,231
BSFWHT	Soft Seating	Baja Sofa	White Vinyl	86"L 30"D 28"H	\$1,137	\$1,477
BSS	Barstool	Banana Barstool	Black, Chrome	21"L 22"D 41"H	\$310	\$402
BST	Barstool	Banana Barstool	White, Chrome	21"L 22"D 41"H	\$310	\$402
BVLYBK	Ottoman	Beverly Bench Ottoman	Black Vinyl	60"L 20"D 18"H	\$429	\$557
BVLYBN	Ottoman	Beverly Bench Ottoman	Brown Fabric	60"L 20"D 18"H	\$429	\$557
BVLYGR	Ottoman	Beverly Bench Ottoman	Gray Fabric	60"L 20"D 18"H	\$429	\$557
BVLYLN	Ottoman	Beverly Bench Ottoman	Linen Fabric	60"L 20"D 18"H	\$429	\$557
BVLYOB	Ottoman	Beverly Bench Ottoman	Ocean Blue Fabric	60"L 20"D 18"H	\$429	\$557
BVLYRD	Ottoman	Beverly Bench Ottoman	Red Fabric	60"L 20"D 18"H	\$429	\$557
BVLYWH	Ottoman	Beverly Bench Ottoman	White Vinyl	60"L 20"D 18"H	\$429	\$557
BVSMBK	Ottoman	Beverly Small Bench Ottoman	Black Vinyl	30"L 24.5"D 18"H	\$359	\$466
BVSMBN	Ottoman	Beverly Small Bench Ottoman	Brown Fabric	30"L 24.5"D 18"H	\$359	\$466
BVSMGY	Ottoman	Beverly Small Bench Ottoman	Gray Fabric	30"L 24.5"D 18"H	\$359	\$466
BVSMMLV	Ottoman	Beverly Small Bench Ottoman	Lavender Fabric	30"L 24.5"D 18"H	\$359	\$466
BVSMMLN	Ottoman	Beverly Small Bench Ottoman	Linen Fabric	30"L 24.5"D 18"H	\$359	\$466
BVSMMLB	Ottoman	Beverly Small Bench Ottoman	Ocean Blue Fabric	30"L 24.5"D 18"H	\$359	\$466
BVSMMLGN	Ottoman	Beverly Small Bench Ottoman	Olive Green Fabric	30"L 24.5"D 18"H	\$359	\$466
BVSMMLOR	Ottoman	Beverly Small Bench Ottoman	Orange Fabric	30"L 24.5"D 18"H	\$359	\$466
BVSMMLRD	Ottoman	Beverly Small Bench Ottoman	Red Fabric	30"L 24.5"D 18"H	\$359	\$466
BVSMMLWH	Ottoman	Beverly Small Bench Ottoman	White Vinyl	30"L 24.5"D 18"H	\$359	\$466
BVSMMLYL	Ottoman	Beverly Small Bench Ottoman	Yellow Fabric	30"L 24.5"D 18"H	\$359	\$466
BLDBBK	Barstool	Blade Barstool	Black Molded Plastic	20.5"L 20"D 40.5"H	\$142	\$184
BLDBRD	Barstool	Blade Barstool	Red Molded Plastic	20.5"L 20"D 40.5"H	\$142	\$184
BLDBSB	Barstool	Blade Barstool	Sky Blue Molded Plastic	20.5"L 20"D 40.5"H	\$142	\$184
BLDCBK	Chair	Blade Chair	Black Molded Plastic	20.5"L 19"D 30.5"H	\$93	\$120
BLDCRD	Chair	Blade Chair	Red Molded Plastic	20.5"L 19"D 30.5"H	\$93	\$120
BLDCSB	Chair	Blade Chair	Sky Blue Molded Plastic	20.5"L 19"D 30.5"H	\$93	\$120
BOWCHA	Chair	Bowery Chair	Ochre Fabric	29.75"L 31"D 27.25"H	\$687	\$892
HDG4FT	Accessory	Boxwood Hedge, 4'	Green, Black	46"L 9"D 47"H	\$695	\$903
HDG7FT	Accessory	Boxwood Hedge, 7'	Green, Black	36.5"L 12"D 84"H	\$1,095	\$1,423
SC3	Chair	Brewer Chair	Onyx, Chrome	20"L 20"D 32"H	\$160	\$207
BNMCOW	Chair	Brooklyn Meeting Chair	White Vinyl, Oak-look	24.5"L 25.5"D 31.75"H	\$397	\$516
BNMCSB	Chair	Brooklyn Meeting Chair	Black Vinyl, Black Swivel Base	24.5"L 25.5"D 31.75"H	\$397	\$516
BNMCOB	Chair	Brooklyn Meeting Chair	Black Vinyl, Oak-look Base	24.5"L 25.5"D 31.75"H	\$397	\$516
BNMCSW	Chair	Brooklyn Meeting Chair	White Vinyl, Black Swivel Base	24.5"L 25.5"D 31.75"H	\$397	\$516
CNTCHR	Chair	Century Chair	Gray Velvet	30"L 30"D 31"H	\$687	\$892
CBSBAZ	Barstool	Chelsea Barstool	Black Tower Base, Azure Blue	18.5"L 22"D 46"H	\$216	\$281
CBSBBK	Barstool	Chelsea Barstool	Black Tower Base, Black	18.5"L 22"D 46"H	\$216	\$281
CBSBYL	Barstool	Chelsea Barstool	Black Tower Base, Goldenrod Yellow	18.5"L 22"D 46"H	\$216	\$281
CBSBGY	Barstool	Chelsea Barstool	Black Tower Base, Gray	18.5"L 22"D 46"H	\$216	\$281
CBSBOR	Barstool	Chelsea Barstool	Black Tower Base, Orange	18.5"L 22"D 46"H	\$216	\$281
CBSBWL	Barstool	Chelsea Barstool	Black Tower Base, Walnut-look	18.5"L 22"D 46"H	\$216	\$281
CCSCAZ	Chair	Chelsea Chair	Black Swivel Base w/ Casters, Azure Blue	18.5"L 22"D 34"H	\$160	\$207
CCSCBK	Chair	Chelsea Chair	Black Swivel Base w/ Casters, Black	18.5"L 22"D 34"H	\$160	\$207
CCSCYL	Chair	Chelsea Chair	Black Swivel Base w/ Casters, Goldenrod Yellow	18.5"L 22"D 34"H	\$160	\$207
CCSCGY	Chair	Chelsea Chair	Black Swivel Base w/ Casters, Gray	18.5"L 22"D 34"H	\$160	\$207
CCSCOR	Chair	Chelsea Chair	Black Swivel Base w/ Casters, Orange	18.5"L 22"D 34"H	\$160	\$207
CCSCWL	Chair	Chelsea Chair	Black Swivel Base w/ Casters, Walnut-look	18.5"L 22"D 34"H	\$160	\$207
CCBTAZ	Chair	Chelsea Chair	Black Tower Base, Azure Blue	18.5"L 22"D 34"H	\$160	\$207
CCBTBK	Chair	Chelsea Chair	Black Tower Base, Black	18.5"L 22"D 34"H	\$160	\$207
CCBTYL	Chair	Chelsea Chair	Black Tower Base, Goldenrod Yellow	18.5"L 22"D 34"H	\$160	\$207
CCBTGY	Chair	Chelsea Chair	Black Tower Base, Gray	18.5"L 22"D 34"H	\$160	\$207
CCBTOR	Chair	Chelsea Chair	Black Tower Base, Orange	18.5"L 22"D 34"H	\$160	\$207
CCBTWL	Chair	Chelsea Chair	Black Tower Base, Walnut-look	18.5"L 22"D 34"H	\$160	\$207
XBAR	Barstool	Christopher Barstool	White Vinyl, Chrome	19"L 19"D 41"H	\$243	\$315
XCHR	Chair	Christopher Chair	White Vinyl, Chrome	17"L 19"D 35"H	\$160	\$207
DIVFRE	Divider	Clear Divider, Freestanding	Silver, Clear	39"L 1.5"D 72"H	\$397	\$516
DIVFCR	Divider	Clear Divider, Freestanding Corner	Silver, Clear	39"L 39"D 72"H	\$792	\$1,030
DIVFWL	Divider	Clear Divider, Freestanding Wall	Silver, Clear	40"L 1.5"D 72"H	\$397	\$516
COCHTP	Soft Seating	Cordoba Chair	Taupe Fabric, Black	37"L 32"D 33"H	\$597	\$775



COLVTP	Soft Seating	Cordoba Loveseat	Taupe Fabric, Black	60.5"L 32"D 33"H	\$855	\$1,111
CUPCHA	Chair	Cupertino Mid Back Chair	Black Vinyl	27"L 30.5"D 40-43"H	\$292	\$379
DIVFWB	Divider	Divider, Freestanding Whiteboard	Silver, White	39"L 1.5"D 72"H	\$535	\$696
DUET	Chair	Duet Stack Chair	Black, Chrome	21"L 23"D 33"H	\$93	\$120
END01B	Ottoman	Endless Curved Ottoman	Black Vinyl, Chrome	60.5"L 37.5"D 15"H	\$561	\$729
END01W	Ottoman	Endless Curved Ottoman	White Vinyl, Chrome	60.5"L 37.5"D 15"H	\$561	\$729
END02B	Ottoman	Endless Square Ottoman	Black Vinyl, Chrome	34"L 34"D 15"H	\$467	\$607
END02W	Ottoman	Endless Square Ottoman	White Vinyl, Chrome	34"L 34"D 15"H	\$467	\$607
FAIRCW	Chair	Endless Square Ottoman	White Vinyl, Brushed Metal	27"L 26"D 30"H	\$509	\$661
FAIRSW	Soft Seating	Fairfax Loveseat	White Vinyl, Brushed Metal	62"L 26"D 30"H	\$655	\$852
GENCHA	Chair	Genesis Chair	Black	27.5"L 27.5"D 40-43.5"H	\$216	\$281
C1FWB	Table	Geo Cocktail Table	Brandy Maple Top, Black	47"L 24"D 17"H	\$328	\$426
C1C	Table	Geo Cocktail Table	Glass Top, Chrome	50"L 22"D 16"H	\$328	\$426
E1FWB	Table	Geo End Table	Brandy Maple Top, Black	20"L 20"D 21"H	\$257	\$334
E1C	Table	Geo End Table	Glass Top, Chrome	24"L 24"D 20"H	\$257	\$334
CF2	Table	Geo Table, Rectangle	Glass Top, Black	60"L 36"D 29"H	\$597	\$775
CE2	Table	Geo Table, Rectangle	Glass Top, Chrome	60"L 36"D 29"H	\$597	\$775
CF1	Table	Geo Table, Rounded Square	Glass Top, Black	42"L 42"D 29"H	\$358	\$465
CE1	Table	Geo Table, Rounded Square	Glass Top, Chrome	42"L 42"D 29"H	\$358	\$465
KABSWH	Barstool	Kamden Barstool	Chrome Base, White Vinyl	16.5"L 20"D 25"-33.5"	\$287	\$373
KEYCHR	Chair	Key Largo Chair	Black Fabric, Wood	35"L 35"D 34"H	\$509	\$661
KEYLOV	Soft Seating	Key Largo Loveseat	Black Fabric, Wood	57"L 35"D 34"H	\$597	\$775
KEYSOF	Soft Seating	Key Largo Sofa	Black Fabric, Wood	79"L 35"D 34"H	\$655	\$852
LABREA	Chair	La Brea Swivel Chair	Charcoal Gray Fabric, Chrome	35"L 27"D 40"H	\$597	\$775
LMBAR	Barstool	Laguna Barstool	Maple, Chrome	18"L 20"D 47"H	\$216	\$281
LMCHR	Chair	Laguna Chair	Maple, Chrome	18"L 19"D 34"H	\$160	\$207
ROLLBL	Barstool	Lift Barstool	Black Vinyl, Chrome	15"RND 23-33.5"H	\$243	\$315
ROLLGY	Barstool	Lift Barstool	Gray Vinyl, Chrome	15"RND 23-33.5"H	\$243	\$315
ROLLRD	Barstool	Lift Barstool	Red Vinyl, Chrome	15"RND 23-33.5"H	\$243	\$315
ROLLWH	Barstool	Lift Barstool	White Vinyl, Chrome	15"RND 23-33.5"H	\$243	\$315
LUBSCL	Barstool	Lucent Barstool	Frosted Acrylic, Chrome	22"L 22.5"D 45.5"H	\$310	\$402
LUCHCL	Chair	Lucent Chair	Frosted Acrylic, Chrome	19.5"L 19.75"D 32.5"H	\$243	\$315
MADC10	Table	Madison 10' Table	Gray Acajou, Silver	120"L 48"D 29"H	\$1,095	\$1,423
MADC05	Table	Madison 5' Table	Gray Acajou, Silver	60"L 48"D 29"H	\$597	\$775
MADC08	Table	Madison 8' Table	Gray Acajou, Silver	96"L 60"D 29"H	\$1,095	\$1,423
BC8	Office	Madison Bookcase	Gray Acajou	36"L 12"D 72"H	\$556	\$722
JD8	Office	Madison Executive Desk	Gray Acajou, Chrome	60"L 30"D 29"H	\$717	\$931
BCW	Chair	Madrid Chair	White Vinyl, Chrome	30"L 30"D 31"H	\$687	\$892
MALGRY	Chair	Malba Chair	Gray, Chrome	20"L 20"D 32"H	\$93	\$120
MALGRN	Chair	Malba Chair	Green, Chrome	20"L 20"D 32"H	\$93	\$120
MAR015	Ottoman	Marche Swivel Ottoman	Black Vinyl	17"RND 18"H	\$243	\$315
MAR010	Ottoman	Marche Swivel Ottoman	Blue Fabric	17"RND 18"H	\$243	\$315
MAR014	Ottoman	Marche Swivel Ottoman	Distressed Brown Vinyl	17"RND 18"H	\$243	\$315
MAR012	Ottoman	Marche Swivel Ottoman	Forest Green Vinyl	17"RND 18"H	\$243	\$315
MAR002	Ottoman	Marche Swivel Ottoman	Gray Fabric	17"RND 18"H	\$243	\$315
MAR016	Ottoman	Marche Swivel Ottoman	Ivory Faux Sheep Fur	17"L 17"D 18"H	\$243	\$315
MAR003	Ottoman	Marche Swivel Ottoman	Linen Fabric	17"RND 18"H	\$243	\$315
MAR008	Ottoman	Marche Swivel Ottoman	Meadow Green	17"RND 18"H	\$243	\$315
MAR020	Ottoman	Marche Swivel Ottoman	Olive Faux Sheep Fur	17"RND 18"H	\$243	\$315
MAR011	Ottoman	Marche Swivel Ottoman	Orange Velvet	17"RND 18"H	\$243	\$315
MAR009	Ottoman	Marche Swivel Ottoman	Pear Yellow Fabric	17"RND 18"H	\$243	\$315
MAR007	Ottoman	Marche Swivel Ottoman	Plum Fabric	17"RND 18"H	\$243	\$315
MAR004	Ottoman	Marche Swivel Ottoman	Raspberry Fabric	17"RND 18"H	\$243	\$315
MAR005	Ottoman	Marche Swivel Ottoman	Red Fabric	17"RND 18"H	\$243	\$315
MAR006	Ottoman	Marche Swivel Ottoman	Rose Quartz Fabric	17"RND 18"H	\$243	\$315
MAR013	Ottoman	Marche Swivel Ottoman	Teal Velvet	17"RND 18"H	\$243	\$315
MAR021	Ottoman	Marche Swivel Ottoman	Terracotta Faux Sheep Fur	17"RND 18"H	\$243	\$315
MAR001	Ottoman	Marche Swivel Ottoman	White Vinyl	17"RND 18"H	\$243	\$315
MARBBK	Barstool	Marina Barstool	Black Vinyl, Brushed Metal	21"L 17.5"D 41.5"H	\$310	\$402
MARBBR	Barstool	Marina Barstool	Brown Fabric, Brushed Metal	21"L 17.5"D 41.5"H	\$310	\$402
MARBBE	Barstool	Marina Barstool	Ocean Blue Fabric, Brushed Metal	21"L 17.5"D 41.5"H	\$310	\$402
MARBRD	Barstool	Marina Barstool	Red Fabric, Brushed Metal	21"L 17.5"D 41.5"H	\$310	\$402
MARBWH	Barstool	Marina Barstool	White Vinyl, Brushed Metal	21"L 17.5"D 41.5"H	\$310	\$402
MARCBK	Chair	Marina Chair	Black Vinyl, Brushed Metal	17.5"L 19.5"D 35"H	\$187	\$243
MARCBR	Chair	Marina Chair	Brown Fabric, Brushed Metal	17.5"L 19.5"D 35"H	\$187	\$243
MARCBE	Chair	Marina Chair	Ocean Blue Fabric, Brushed Metal	17.5"L 19.5"D 35"H	\$187	\$243
MARCRD	Chair	Marina Chair	Red Fabric, Brushed Metal	17.5"L 19.5"D 35"H	\$187	\$243
MARCW	Chair	Marina Chair	White Vinyl, Brushed Metal	17.5"L 19.5"D 35"H	\$187	\$243
LA15	Accessory	Mason Floor Lamp	Brushed Silver	18"RND 55"H	\$317	\$412
LA14	Accessory	Mason Table Lamp	Brushed Silver	16"RND 26"H	\$169	\$220
MESCTW	Table	Mesa Cocktail Table	Barnwood Top, Bronze	32.25"RND 17.25"H	\$328	\$426
MESCTB	Table	Mesa Cocktail Table	Black Top, Bronze	32.25"RND 17.25"H	\$328	\$426
MESCTG	Table	Mesa Cocktail Table	Glass Top, Bronze	36"RND 17.25"H	\$328	\$426
MESETW	Table	Mesa End Table	Barnwood Top, Bronze	20.5"RND 21.25"H	\$257	\$334
MESETB	Table	Mesa End Table	Black Top, Bronze	20.5"RND 21.25"H	\$257	\$334
MESETG	Table	Mesa End Table	Glass Top, Bronze	24"RND 21.25"H	\$257	\$334
MTBLPI	Bar	Midtown Bar, Lighted w/ Plug In	Taupe Glass Top, Pewter	60"L 18"D 42"H	\$1,523	\$1,980
MTBUUL	Bar	Midtown Bar, Unlighted	Taupe Glass Top, Pewter	60"L 18"D 42"H	\$1,344	\$1,747
MTCLPI	Counter	Midtown Powered Counter, Lighted w/ Plug In	Taupe Glass Top, Pewter	60"L 18"D 42"H	\$1,524	\$1,981
MTCPUL	Counter	Midtown Powered Counter, Unlighted	Taupe Glass Top, Pewter	60"L 18"D 42"H	\$1,345	\$1,749
MIRWHT	Divider	Miramar Divider, White	Molded Plastic	63"L 23"D 83"H	\$576	\$749
MONCHA	Chair	Montreal Chair	Blue, Black Metal	30"L 23.25"D 30"H	\$748	\$972
MONLOV	Soft Seating	Montreal Loveseat	Blue, Black Metal	62"L 27.25"D 29.5"H	\$947	\$1,231
MNCHCH	Chair	Munich Armless Chair	Gray Fabric, Black	22.5"L 27"D 28.5"H	\$468	\$608
NPLCHR	Chair	Naples Chair	Black Vinyl	36"L 30"D 33.25"H	\$748	\$972
NPLCHP	Powered	Naples Chair, Powered	Black Vinyl	36"L 30"D 33.25"H	\$927	\$1,204
NPLLOV	Soft Seating	Naples Loveseat	Black Vinyl	62"L 30"D 33.25"H	\$947	\$1,231
NPLLOP	Powered	Naples Loveseat, Powered	Black Vinyl	62"L 30"D 33.25"H	\$1,146	\$1,490
NPLSOF	Soft Seating	Naples Sofa	Black Vinyl	87"L 30"D 33.25"H	\$1,137	\$1,477



NPLSOP	Powered	Naples Sofa, Powered	Black Vinyl	87"L 30"D 33.25"H	\$1,354	\$1,760
PALSOF	Soft Seating	Palm Beach Loveseat	White Vinyl, Chrome	69"L 29"D 33"H	\$966	\$1,256
PASCHR	Chair	Pasadena Chair	White Molded Plastic w/Chrome Tower Base	27"L 25"D 26"H	\$397	\$516
PSHCCS	Product Display	Posh Shelving	Chrome, Acrylic	36"L 18"D 72"H	\$457	\$594
PDL36B	Product Display	Powered Locking Pedestal, 36"	Black	24"L 24"D 36"H	\$636	\$827
PDL36W	Product Display	Powered Locking Pedestal, 36"	White	24"L 24"D 36"H	\$636	\$827
PDL42B	Product Display	Powered Locking Pedestal, 42"	Black	24"L 24"D 42"H	\$748	\$972
PDL42W	Product Display	Powered Locking Pedestal, 42"	White	24"L 24"D 42"H	\$748	\$972
PROGB	Chair	Pro Executive Guest Chair	Black Vinyl, Chrome	24"L 26"D 36"H	\$262	\$340
SC10	Chair	Razor Armless Chair	White	19"L 23.5"D 31.75"H	\$93	\$120
REGBEN	Ottoman	Regis Bench/Table	Brushed Metal	47"L 15.5"D 16"H	\$359	\$466
REGOTT	Table	Regis End Table	Brushed Metal	16"L 15.5"D 16.5"H	\$317	\$412
RSTSTL	Barstool	Rustique Barstool	Gunmetal	13"L 13"D 30"H	\$142	\$184
RSTDIN	Chair	Rustique Chair w/ Arms	Gunmetal	20"L 18"D 31"H	\$160	\$207
RSTSQT	Table	Rustique Square Metal Bar Table	Gunmetal	23.75"L 23.75"D 41.25"H	\$377	\$490
SEDBBK	Table	Sedona Side Table	Black Top, Bronze	15.75"L 15.75"D 24"H	\$177	\$229
SEDBWH	Table	Sedona Side Table	White Top, Bronze	15.75"L 15.75"D 24"H	\$177	\$229
SEDBWD	Table	Sedona Side Table	Barnwood Top, Bronze	15.75"L 15.75"D 24"H	\$177	\$229
BS001	Barstool	Shark Barstool	White, Chrome	22"L 19"D 34-44"H	\$337	\$438
C1E	Table	Silverado Cocktail Table	Glass Top, Chrome	36"RND 17"H	\$328	\$426
E1E	Table	Silverado End Table	Glass, Chrome	24"RND 22"H	\$257	\$334
STNSGN	Product Display	Stanchion Sign Holder	Chrome	10"L 13"H	\$79	\$103
STNCHI	Product Display	Stanchion w/ Retractable Belt	Black, Chrome	96"L 37"H	\$89	\$115
STECCHA	Chair	Sterling Chair	Gray Fabric	33"L 33.5"D 32"H	\$927	\$1,204
STESOF	Soft Seating	Sterling Sofa	Gray Fabric	82"L 33.5"D 32"H	\$1,354	\$1,760
SWAN	Chair	Swanson Swivel Chair	White Vinyl, Chrome	28"L 25"D 30"H	\$468	\$608
BSR	Barstool	Syntax Barstool	Black, Chrome	23"L 19"D 43.25"H	\$243	\$315
CS4	Chair	Syntax Chair	Black, Chrome	23"L 19"D 32.25"H	\$225	\$292
TAOBBK	Table	Taos Side Table	Black Top, Bronze	15.75"L 15.75"D 24"H	\$177	\$229
TAOBWH	Table	Taos Side Table	White Top, Bronze	15.75"L 15.75"D 24"H	\$177	\$229
TAOBWD	Table	Taos Side Table	Barnwood Top, Bronze	15.75"L 15.75"D 24"H	\$177	\$229
TASKST	Chair	Task Stool	Black Fabric, Black	27.5"L 27.5"D 32.75"-40.25"H	\$187	\$243
TCHP	Powered	Tech Chair, Powered, No Tablet	Gray Vinyl, Chrome Base	30.5"L 29"D 33.5"H	\$243	\$315
TECH	Powered	Tech Desk, Powered	Black Metal, Black Laminate w/electrical unit	60"L 30"D 30"H	\$468	\$608
TECH3B	Powered	Tech Desk, Powered w/ 3 Drawer File Cabinet	Black Metal, Black Laminate w/electrical unit	60"L 30"D 30"H	\$707	\$919
TCHGRY	Powered	Tech Tablet Chair, Powered	Gray Vinyl, White Metal Tablet, Chrome Base	30.5"L 29"D 33.5"H	\$243	\$315
TRCHCO	Chair	Terrace Accent Chair	Black Base, Cognac Leather	24"L 30.5"D 31.25"H	\$636	\$827
TMBTBL	Table	Timber End Table	Distressed Wood	16"RND 17"H	\$177	\$229
VALCGN	Soft Seating	Valencia Chair	Green Fabric	28"L 30.5"D 31"H	\$509	\$661
VALCOT	Soft Seating	Valencia Chair	Oat Fabric	28"L 30.5"D 31"H	\$509	\$661
VALCHA	Soft Seating	Valencia Chair	Spice Orange Velvet	28"L 30.5"D 31"H	\$509	\$661
VALVOT	Soft Seating	Valencia Loveseat	Oat Fabric	63"L 30.5"D 31"H	\$655	\$852
VALSOF	Soft Seating	Valencia Loveseat	Coffee Brown Velvet	63"L 30.5"D 31"H	\$655	\$852
VNTBNP	Table	Ventura Communal Bar Table	Black Top, Silver	72.25"L 26.25"D 42"H	\$927	\$1,204
VNTMNP	Table	Ventura Communal Bar Table	Maple Top, Silver	72.25"L 26.25"D 42"H	\$927	\$1,204
VNTWNP	Table	Ventura Communal Bar Table	White Top, Silver	72.25"L 26.25"D 42"H	\$927	\$1,204
VNTBMW	Table	Ventura Communal Bar Table w/ Grommet Holes	Maple Top, Silver	72.25"L 26.25"D 42"H	\$927	\$1,204
VNTBWW	Table	Ventura Communal Bar Table w/ Grommet Holes	White Top, Silver	72.25"L 26.25"D 42"H	\$927	\$1,204
VNTBLK	Powered	Ventura Communal Bar Table, Powered	Black Top, Silver	72.25"L 26.25"D 42"H	\$1,194	\$1,552
VNTWHT	Powered	Ventura Communal Bar Table, Powered	White Top, Silver	72.25"L 26.25"D 42"H	\$1,194	\$1,552
VNTCBN	Table	Ventura Communal Cafe Table	Black Top, Silver	72.25"L 26.25"D 30"H	\$695	\$903
VNTCMN	Table	Ventura Communal Cafe Table	Maple Top, Silver	72.25"L 26.25"D 30"H	\$695	\$903
VNTCWN	Table	Ventura Communal Cafe Table	White Top, Silver	72.25"L 26.25"D 30"H	\$695	\$903
VNTCMW	Table	Ventura Communal Cafe Table w/ Grommet Holes	Maple Top, Silver	72.25"L 26.25"D 30"H	\$695	\$903
VNTCWW	Table	Ventura Communal Cafe Table w/ Grommet Holes	White Top, Silver	72.25"L 26.25"D 30"H	\$695	\$903
VNTCBK	Powered	Ventura Communal Cafe Table, Powered	Black Top, Silver	72.25"L 26.25"D 30"H	\$975	\$1,267
VNTCWH	Powered	Ventura Communal Cafe Table, Powered	White Top, Silver	72.25"L 26.25"D 30"H	\$975	\$1,267
VIB10	Ottoman	Vibe Cube Ottoman	Black Vinyl	18"L 18"D 18"H	\$130	\$168
VIB02	Ottoman	Vibe Cube Ottoman	Blue Vinyl	18"L 18"D 18"H	\$130	\$168
VIB05	Ottoman	Vibe Cube Ottoman	Bright Yellow Vinyl	18"L 18"D 18"H	\$130	\$168
VIB21	Ottoman	Vibe Cube Ottoman	Caramel Vinyl	18"L 18"D 18"H	\$130	\$168
VIB14	Ottoman	Vibe Cube Ottoman	Citrus Green Vinyl	18"L 18"D 18"H	\$130	\$168
VIB17	Ottoman	Vibe Cube Ottoman	Desert Rose Vinyl	18"L 18"D 18"H	\$130	\$168
VIB01	Ottoman	Vibe Cube Ottoman	Green Vinyl	18"L 18"D 18"H	\$130	\$168
VIB22	Ottoman	Vibe Cube Ottoman	Navy Vinyl	18"L 18"D 18"H	\$130	\$168
VIB08	Ottoman	Vibe Cube Ottoman	Orange Vinyl	18"L 18"D 18"H	\$130	\$168
VIB13	Ottoman	Vibe Cube Ottoman	Purple Vinyl	18"L 18"D 18"H	\$130	\$168
VIB04	Ottoman	Vibe Cube Ottoman	Red Vinyl	18"L 18"D 18"H	\$130	\$168
VIB12	Ottoman	Vibe Cube Ottoman	Silver Vinyl	18"L 18"D 18"H	\$130	\$168
VIB16	Ottoman	Vibe Cube Ottoman	Spice Orange Vinyl	18"L 18"D 18"H	\$130	\$168
VIB11	Ottoman	Vibe Cube Ottoman	Steel Blue Vinyl	18"L 18"D 18"H	\$130	\$168
VIB15	Ottoman	Vibe Cube Ottoman	Taupe Vinyl	18"L 18"D 18"H	\$130	\$168
VIB09	Ottoman	Vibe Cube Ottoman	White Vinyl	18"L 18"D 18"H	\$130	\$168
VILHUB	Powered	Village Charging Hub	Cream	12"L 12"D 28.25"H	\$359	\$466
WENCHA	Chair	Wentworth Swivel Chair	Brown Vinyl	31"L 24"D 31.5"H	\$468	\$608
CUBPOW	Powered	Wireless Charging Table, Powered	White, AC Plug In	20"L 20"D 18"H	\$538	\$699
WD3	Table	Work Table	White Top, White	48"L 24"D 30"H	\$367	\$477
ZENBAR	Barstool	Zenith Barstool	White, Chrome	19"L 20"D 44"H	\$216	\$281
ZENCHR	Chair	Zenith Chair	White, Chrome	18.25"L 22"D 32"H	\$160	\$207
BS002	Barstool	Zoey Barstool	White, Chrome	15"L 16"D 30-34.75"H	\$310	\$402



The Briarwood - 10' Pop Up

\$1,985.00

10' Pop Up Design Includes:

- (1) 100 sq. ft. Standard Carpet
- (1) Back Wall Graphics

Additional Options Available:

Lighting and Carpet Padding



The Crestwood - 3 Meter Hardwall

\$3,534.50

Classic 3 Meter Hardwall Includes:

- (1) 100 sq. ft. Standard Carpet
- (1) Header Graphic

Additional Options Available:

Lighting, Back Wall Graphics, and Carpet Padding

The Frankford - 6 Meter Hardwall

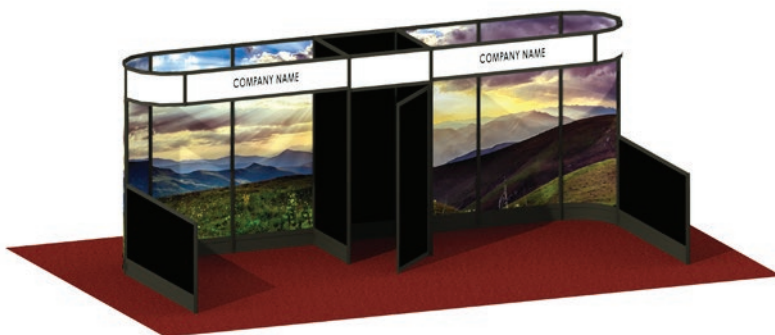
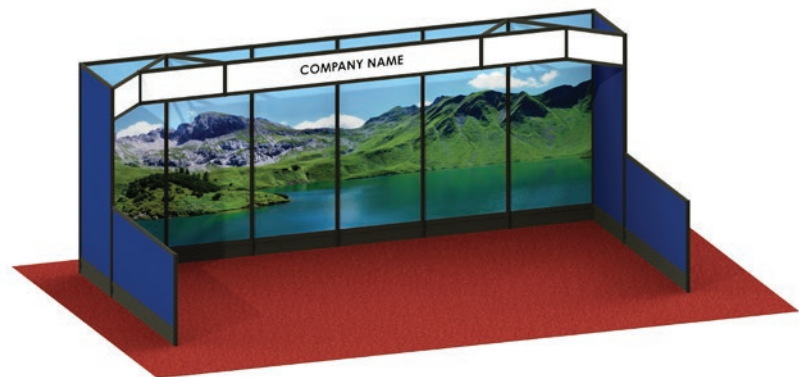
\$5,968.50

6 Meter Hardwall Design Includes:

- (1) 200 sq. ft. Standard Carpet
- (1) Header Graphic

Additional Options Available:

Lighting, Back Wall Graphics, and Carpet Padding



The Magnolia - 6 Meter Hardwall

\$6,974.25

6 Meter Hardwall Design Includes:

- (1) 200 sq. ft. Standard Carpet
- (2) Header Graphics

Additional Options Available:

Lighting, Back Wall Graphics, Shelving and Carpet Padding

Show Name: Dealer Week 2025: MRAA Conference & Expo

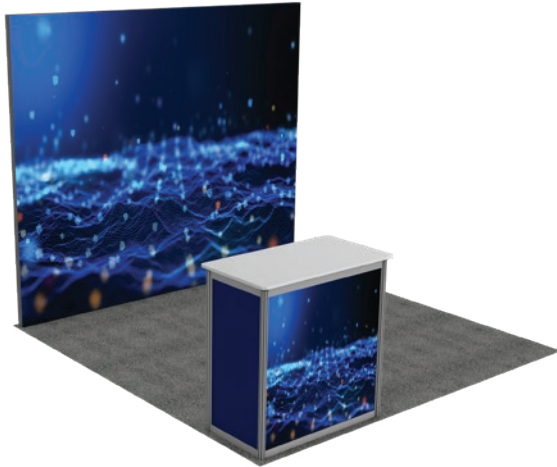
Show Dates: December 7-10, 2025

Show Venue: Tampa Convention Center

Deadline to Receive Discount Pricing: Thursday, November 13, 2025



TURNKEY MODULAR EXHIBIT RENTAL



The Lakeview - 3 Meter Display

\$4,240.00

3 Meter Fabric Design Includes:

- (1) 100 sq. ft. Standard Carpet
- (1) 3 Meter Printed Fabric Backwall
- (1) 1 Meter Cabinet

Additional Options Available:

Cabinet Graphics and Carpet Padding

The Kensington - 3 Meter Hard Wall & Closet

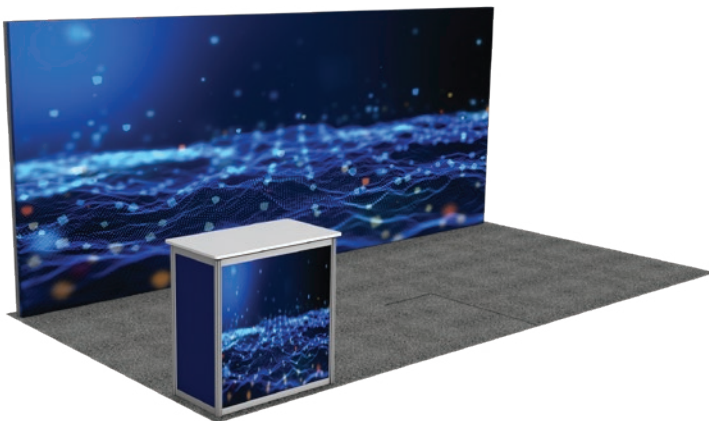
\$7,614.00

3 Meter Hardwall with Closet Includes:

- (1) 100 sq. ft. Standard Carpet
- (1) 3 Printed Panels
- (1) 1 Meter Cabinet

Additional Options Available:

Lighting, Monitor, Shelving, Graphics for Cabinet



The Hillside - 6 Meter Hardwall Display

\$8,379.75

6 Meter Fabric Display Includes:

- (1) 200 sq. ft. Standard Carpet
- (6) Printed Backwall Panels
- (6) Shelves
- (1) Meter Cabinet

Additional Options Available:

Lighting, Graphics for Cabinet, and Carpet Padding

The Mayflower - 6 Meter Display

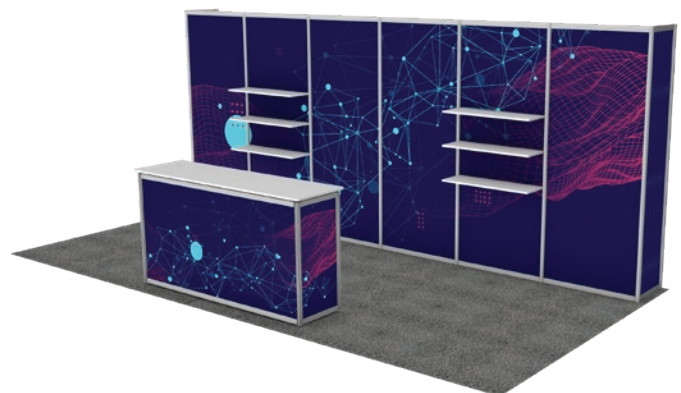
\$7,251.50

6 Meter Fabric Display Includes:

- (1) 200 sq. ft. Standard Carpet
- (1) 6 Meter Printed Fabric Backwall
- (1) 1 Meter Cabinet

Additional Options Available:

Lighting, Graphics for Cabinet, and Carpet Padding



25-FL1203-T

Show Name: Dealer Week 2025: MRAA Conference & Expo

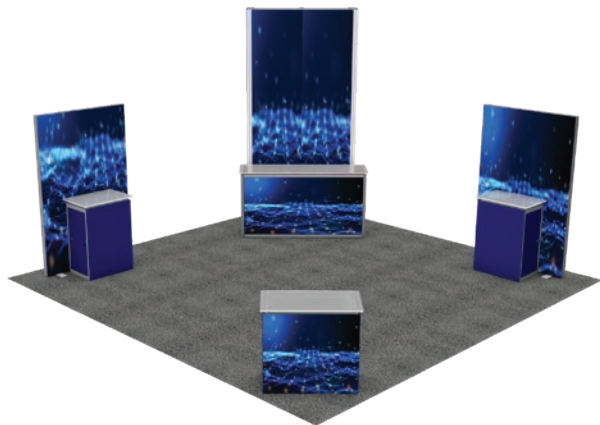
Show Dates: December 7-10, 2025

Show Venue: Tampa Convention Center

Deadline to Receive Discount Pricing: Thursday, November 13, 2025



TURNKEY MODULAR EXHIBIT RENTAL



The Ridgewood - 20' x 20' Open Concept Display

\$15,708.00

20' x 20' Fabric Open Concept Includes:

- (1) 400 sq. ft. Standard Carpet
- (3) 1 Meter Work Stations
- (6) Printed Fabric for All Walls

Additional Options Available:

Monitors, Lighting, Graphics for Cabinets, and Carpet Padding

The Fairview - 20' x 20' Z Shaped Display

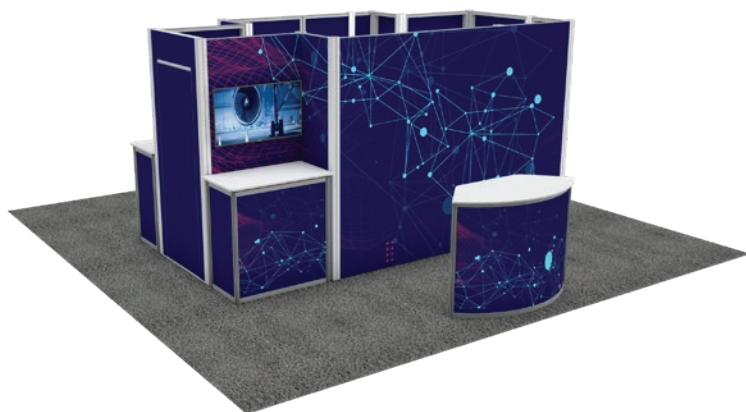
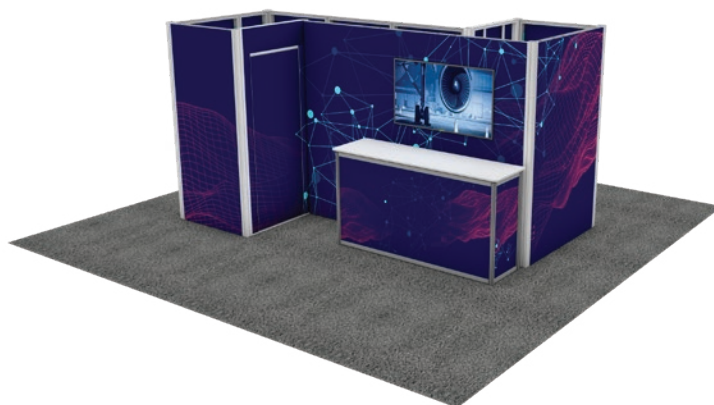
\$18,203.25

20' x 20' Fabric Open Concept Includes:

- (1) 400 sq. ft. Standard Carpet
- (2) 2 Meter Work Stations
- Printed Fabrics for Walls
- Closet

Additional Options Available:

Monitors, Lighting, Graphics for Work Stations, and Carpet Padding



The Lexington - 20' x 20' Fabric Display

\$19,302.25

20'x x 20' Fabric Display Includes:

- (1) 400 sq ft Standard Carpet
- (3) 1 Meter Standard Work Stations
- (1) 1 Meter Curved Podium
- Printed Fabric for Walls

Additional Options Available:

Monitors, Lighting, Graphics for Work Stations, and Carpet Padding

• Additional Lights	Qty. _____	Light	@ \$150.50 each	=	\$ _____
• Additional Hardware Shelves	Qty. _____	Shelves	@ \$ 75.00 each	=	\$ _____
• Slatwall Per Panel	Qty. _____	Slatwall	@ \$246.50 each	=	\$ _____
• Units 3, 5, 6, & 7 are provided in white hard wall unless colored or Velcro compatible panels are ordered.					
☐ Red ☐ Blue ☐ Black ☐ Gray	Qty. _____	Colored panels	@ \$ 26.00 each	=	\$ _____
	Qty. _____	Velcro panels	@ \$ 59.25 each	=	\$ _____

- Additional charges for custom graphic panels, please call for pricing.
- If you require a Custom Exhibit Design not shown above, please call (281) 800-1600.
- Electric service IS NOT included. Please make arrangements in advance with exhibit facility.
- **Add 30% if ordered after discount deadline**

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 6.5%.

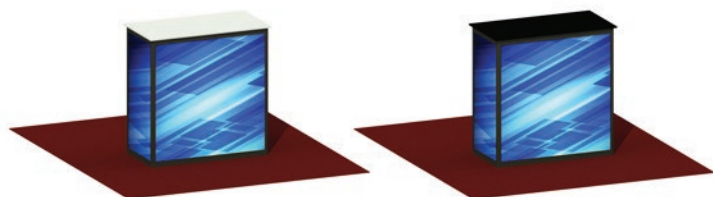
25-FL1203-T

Giving You More Options

Order Your Custom Counter

Add Graphics for Additional Branding

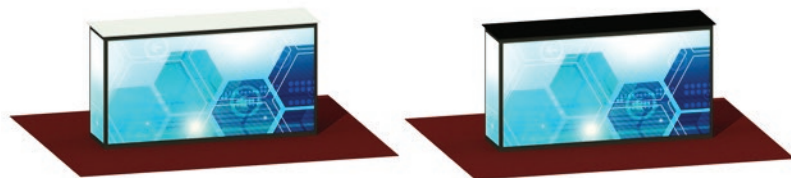
1 Meter Square Counters



Curved Counters



2 Meter Rectangle Counters



COUNTER OPTIONS

Description	Counter Size	Discount	Standard	Color Option	Quantity
1 Meter Square Counter	41"L x 42"H x 23"D	\$ 759.75	\$1,063.75	☐ White ☐ Black	_____
Curved Counter	45"L x 42"H x 22"D	\$ 917.50	\$1,284.50	☐ White ☐ Black	_____
2 Meter Rectangle Counter	80"L x 42"H x 23"D	\$1,001.50	\$1,402.00	☐ White ☐ Black	_____

CUSTOM GRAPHICS

Description	Graphic Size	Discount	Standard	Quantity
1 Meter Square Counter (Front Panel Only)	38 1/4" x 39"	\$277.25	\$360.50	_____
Curved Counter	60 3/4" x 39"	\$309.50	\$402.25	_____
2 Meter Rectangle Counter (Front Panel Only)	77 1/2" x 39"	\$561.25	\$729.75	_____
Side Panel (Per Panel)	18 1/2" x 39"	\$ 96.75	\$125.75	_____

To receive the discount rate, order form, payment authorization and artwork (if applicable) must be received by the discount deadline. Orders received after discount deadline may not be available. Cancellations will not be accepted once your graphic artwork has been approved for production.

SUBTOTAL CUSTOM COUNTER ORDER: \$ _____

☐ 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 6.5%.

Company Name: _____ Booth#: _____

Show Name: Dealer Week 2025: MRAA Conference & Expo

Show Dates: December 7-10, 2025

Show Venue: Tampa Convention Center

Deadline to Receive Discount Pricing: Thursday, November 13, 2025



GRAPHICS ORDER FORM



Graphic elements provide opportunities for branding and messaging that increase visibility and contribute significantly to the impact of your exhibit!

BOOTH PANELS • BANNERS • GRAPHIC CLINGS • POSTERS • SIGNAGE • FLOOR GRAPHICS

For more information call the contractor at 609.272.1600

☐ I AM SUPPLYING MY OWN ART

☐ I NEED ITEMS DESIGNED. SEE COPY AND LAYOUT SPECS BELOW.

FULL COLOR POSTER AND COUNTER CARD

Description	Discount	Standard	Qty.	Total
18" x 24" Foamcore, single-sided	\$ 71.50	\$100.00	_____	\$ _____
18" x 24" Foamcore, double-sided	\$125.25	\$175.25	_____	\$ _____
22" x 28" Foamcore, single-sided	\$101.75	\$142.50	_____	\$ _____
22" x 28" Foamcore, double-sided	\$178.00	\$249.25	_____	\$ _____
24" x 36" Foamcore, single-sided	\$143.00	\$200.25	_____	\$ _____
24" x 36" Foamcore, double-sided	\$250.25	\$350.25	_____	\$ _____
28" x 44" Foamcore, single-sided	\$204.25	\$286.00	_____	\$ _____
28" x 44" Foamcore, double-sided	\$357.50	\$500.50	_____	\$ _____

For custom size signs please call our office for pricing. Half hour of design time included in prices above. For additional design time please contact Orders@aexservices.com for pricing.

FULL COLOR BANNER

Description	Discount	Standard	Qty.	Total
Custom Banner Size (per sq. ft.)	\$ 27.50	\$ 38.50	_____	\$ _____

CUSTOM SIZE GRAPHICS

SIZE	QUOTED PRICE	TOTAL
_____	_____	\$ _____

COPY AND LAYOUT SPECIFICATIONS

Indicate: ☐ Vertical ☐ Horizontal (Please attach a layout to this form)

E-mail address for proofing is required: _____

(Please note: Deadline for requesting a proof is 14 days prior to the first day of exhibitor move-in)

E-mail graphic files to Signshop@AEXServices.com. Please include your company name and the name of the show.

SUBTOTAL GRAPHICS ORDER: \$ _____

☐ 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 6.5%.

Company Name: _____ Booth#: _____ 25-FL1203-T

Sending your graphic and image files to AEX Convention Services

You are a valued client and we want your graphics and images to look the very best they can. AEX Convention Services is absolutely committed to making this a reality. In order to do that, certain guidelines for submitting your electronic files should be followed. If you are unable to provide digital artwork files for you signage, we can provide you with layout and design services. Contact your sales representative for details.

Vector vs. Bitmap (Raster)

Vector is the preferred file type. Vector-based artwork is resolution independent and is characterized by an outline of each element using lines and arcs to define its outer shape. They can be enlarged or reduced without loss of quality.

Bitmap files are resolution dependent, and will reproduce poorly if the appropriate file resolution is not supplied. They are characterized by tiny squares, known as pixels, placed adjacent to one another to define each elements shape and color. Bitmap files are commonly used for photographic digital print production.

Acceptable Vector Formats

PDF (preferred format), EPS, CS5 AI, and CS5 INDD
(Include all links/fonts/images for AI and INDD files)

Acceptable Raster Formats

EPS, JPEG, PDF, PSD, and TIFF

File Submission

E-mail (SignShop@AEXServices.com) or Online File Transfer Site
Contact us for more information regarding ftp.

**Please do not email large art files and do not send unnecessary files (ones that will not be used)*

Bleeds / Cropmarks / Registration Marks

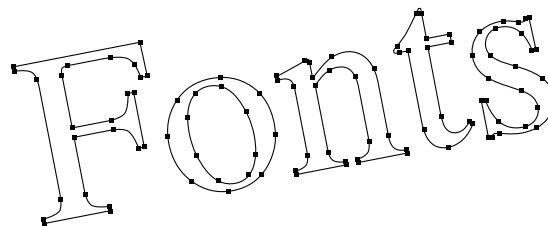
- Please do **NOT** include cropmarks or registration marks on graphic files.
- All signs printed on fabric require a **2" Bleed**
- All other signage requires a **1/4" Bleed**

Artwork In the Structures

Please note that any panels going in the metal frame will hide 1/4" of your art all the way around. If you have a continuous wall where individual panels are divided by metal, use 1.25" spacing in between each panel to account for gaps and the natural flow of the graphics.

Color & Misc. Specifications

- All files are to be built using CMYK. Vector art can be produced using PMS colors.
- If PMS color matching is required, please use original Pantone®+ Solid Coated® swatches in your artwork. Modifying Pantone® names will result in printing default color (CMYK).
- **Convert all type to outline.** If the type is not converted to outline and you do not send the fonts with the files then font substitution will occur.
**Once fonts are turned to outline they can not be edited so be sure to send the fonts with your files to be safe.*



- Bitmap art is best saved at no less than 150 dpi for large images and 300 dpi for any images under 8" x 10". Lower resolutions will result in reduced image quality. **Please avoid images pulled from the Internet because they are too low in resolution and will result in a poor quality print.*
- Documents should be created actual size (1" = 1" ratio). For larger artwork please indicate scale.
- Please supply the following information when sending your files:
Client Name, Show Name, Show Date and City of the Event
- We cannot use Gif, Power Point or Word files (with images), or images/logos downloaded from websites

Acceptable Software



Verifying Resolution on a Screen



UPLOADING GRAPHICS 101

ADDING FILES TO THE FTP SITE

All graphic files for ordered products should be uploaded to our FTP site.
Please see Graphic Guidelines page for detailed file specifications.

BEFORE SENDING FILES

1. Please name your files for easy identification using the following format:

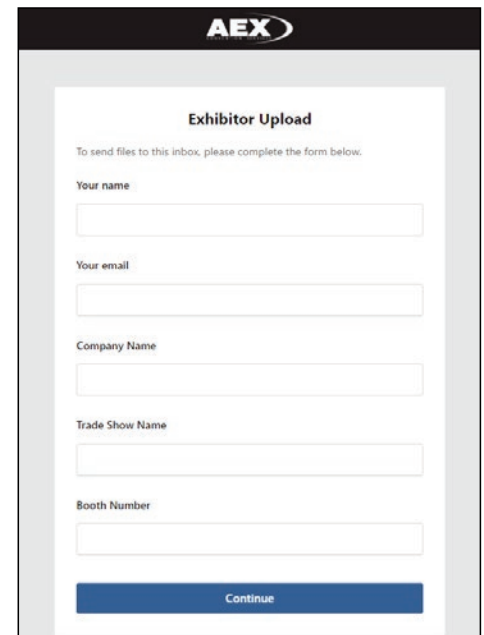
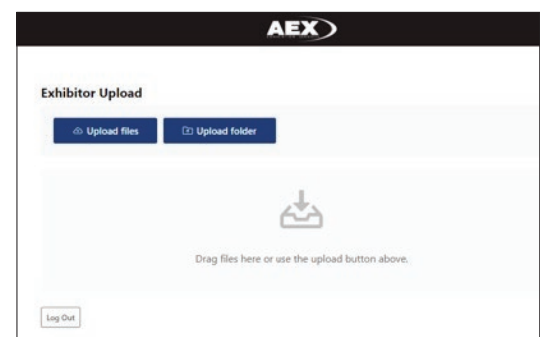
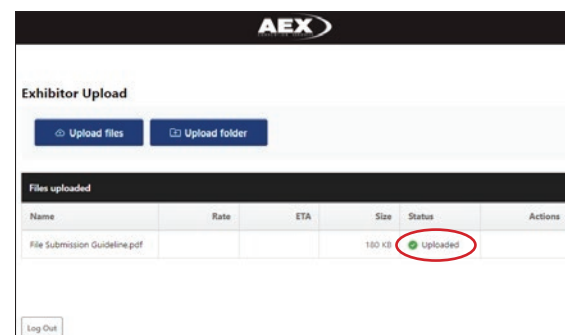
Company Name_Panel Letter

example: AEX_Panel A.pdf

2. Packaged files should be compressed (.zip) and include document, fonts and images needed.

SUBMITTING YOUR FILES

1. Go to <https://aexservices.files.com/u/exhibitor-upload>
2. Complete the form by filling out Your Name, Your Email Address, Your Company Name, Name of Trade Show you are attending, and Your Booth Number. If you do not know your booth number please put "N/A" in the required space.
3. Upload files by selecting the  button and browse to the files you want to upload. Or drag your files to the designated area in the browser.
4. Once your file is done uploading the status will change to "Uploaded"
5. When upload is complete, email the name of your files to: signshop@aexservices.com, with the subject line: "Show Name - Company Name" FTP Upload

Name	Rate	ETA	Size	Status	Actions
File Submission Guideline.pdf			130 KB	Uploaded	

INFORMATION AT YOUR FINGERTIPS.

PRICING

These rates are in effect for the Tampa Convention Center beginning September 1, 2024, and apply to contracted clients of the Convention Center for production, meeting rooms, all wall power, and all other power requirements for interior and exterior spaces. The charges will be paid directly to Edlen. Pricing is for the event's duration (up to 7 days) and is not a daily charge. For more information and production estimates, please contact our office at (813) 517-1232. Prices are subject to change.

Labor, material, and cabling utilized to distribute power will be billed accordingly.

120-volt standard outlets	21+ days before 1st contracted date	Within 21 days of 1st contracted date
500 watt (5 amp)	\$114.00	\$200.00
1000 watt (10 amp)	\$144.00	\$252.00
2000 watt (20 amp)	\$173.00	\$305.00
208-volt single phase	21+ days before 1st contracted date	Within 21 days of 1st contracted date
20 amp	\$387.00	\$672.00
30 amp	\$465.00	\$743.00
60 amp	\$586.00	\$954.00
100 amp	\$782.00	\$1,299.00
208-volt 3 phase	21+ days before 1st contracted date	Within 21 days of 1st contracted date
20 amp	\$554.00	\$901.00
30 amp	\$586.00	\$954.00
60 amp	\$782.00	\$1,300.00
100 amp	\$950.00	\$1,590.00
200 amp	\$1,449.00	\$2,536.00
Miscellaneous Items	Standard	
25' Extension Cord – 1 outlet	\$35.00	
Power Strip – 6 outlets	\$35.00	
Tape (billed for every six cords installed)	\$14.50	
Charging Table	\$850.00 per unit	
Airstar Lighting	\$400.00 per unit	
Labor	Standard	Calculating Labor
Straight time per hour (Monday – Friday 8:00 am – 4:30 pm)	\$139.75	1-2 outlets = 1 hr in/0.5hr out 3-4 outlets = 1 hr in/1hr out
Overtime per hour (Monday – Friday, 4:30 pm – 8:00 am, Saturday, Sunday, Holidays)	\$209.63	5-6 outlets = 1.5hrs in/1hr out 7-10 outlets = 2hrs in/2hrs out 10+ outlets = contact for pricing

INFORMATION AT YOUR FINGERTIPS.

AVERAGE POWER USAGE FOR EQUIPMENT

Power is required for equipment brought into the Tampa Convention Center. The Edlen team will be happy to assist with customized estimates for your event. Below is an average usage recommendation for common equipment as a quick reference guide.

Description	Wattage	Amperage
Projector	150-400 watts	10amp
Rear-facing projector	150-400 watts	20amp
Speakers (standard)	20-100 watts	5 amp
Podium with Microphone	8-50 watts	5 amp
Standard Microphone	50 watts	5 amp
Cash Register	100-200 watts	5 amp
Printer (Laser)	500, continuous	5 amp
Printer (Inkjet)	15-75 watts	5 amp
iPad/ Tablet	10-20 watts	5 amp
Cell Phone Charger	10 watts	5 amp
Laptop Computer	20-75 watts	5 amp
TV (40" or Larger)	500 watts	5 amp
TV (Less than 40")	200 watts	5 amp
Blue- Ray or DVD Player	15 watts	5 amp
Microwave	600-1200 watts	20amp
Coffee maker	500-1200 watts for small machines Nespresso, espresso machines, larger coffee makers: 900-1500+ watts,	10amp 20amp
Refrigerator	Average size: 700-100 watts Compact/ RV fridge: 80-120 watts	20amp 5 amp
Light trees	2+ stories: 140-180 watts 3-4 stories: 350-1000 watts (standard)	20amps each for each tree at least
String lights	400 watts	5 amp
Ceramic Curling Iron	85 watts	5 amp
Ceramic Flat Iron	170 watts	5 amp
Hair/ Blow Dryer	1,875 watts	20 amp
Electric Makeup Mirror (Small)	100 watts	5 amp

INFORMATION AT YOUR FINGERTIPS.

POWER DISTRIBUTION

Edlen Electrical Exhibition Services is the exclusive in-house provider of all temporary utilities, including all facility-wide wall and floor outlets, power distribution, and labor for utility services and distribution at the Tampa Convention Center. This includes labor and material rentals for safe power distribution in the exhibit halls, ballrooms, breakout rooms, exterior space, and other production areas, excluding any specialty A/V or rigging cabling for wall, ceiling, or floor utility access.

Edlen will not tape down or ramp cords that are not Edlen property, such as specialty A/V or rigging cabling running to and from production distros or panels.

All equipment, regardless of power source, must comply with federal, state, and local codes. Edlen reserves the right to inspect all electrical devices and connections to ensure compliance with all codes for which labor charges can be incurred. Under license, Edlen is required to refuse connections where the Exhibitor, Show Planner, or Exhibitor Appointed Contractor's (EAC) wiring or equipment is not under electrical codes or secured adequately in high-traffic areas for safety purposes.

The outlet rates do not include equipment, connections, special wiring, or distribution of the outlets to other locations within the work area space or booth locations. Distribution to all other locations requires labor, material rental fees, and floor plans with measurements and orientation by each work area. Floor plans must be submitted 21 days prior to move-in, or additional fees will be charged.

There is a minimum charge of 1 hour for installation and 1/2 hour for removal. For assistance in calculating labor, contact tampa@edlen.com.

Based on on-site audits, additional charges, including outlets, materials, and prevailing labor rates, may be applied at the conclusion of events. By placing an order, exhibitors and show organizers agree to accept Edlen's payment policy and the contract terms and conditions.

POWER REQUIREMENTS

The UL listing plate on the back of the equipment identifies the required amperage/wattage. For multiple pieces of equipment, add the amperage/wattage to get the total needed. Before placing your utility order, submit a photo of the plug or adapter to tampa@edlen.com to ensure proper connectivity and power distribution. Additional charges for material rentals may apply.

All equipment, regardless of power source, must comply with federal, state, and local codes. Edlen reserves the right to inspect all electrical devices and connections to ensure compliance with all codes for which labor charges can be incurred. Edlen is required to refuse connections where the Exhibitor's or Show Planner's wiring or equipment is not under electrical codes.

MINIMUM POWER AVAILABILITY

The minimum power order is five amps/500 watts and can be placed directly through Edlen Electrical Exhibition Services. Orders can also be placed by visiting ordered directly through Edlen Electrical Exhibition Services order forms in your exhibitor kit.

Orders can be placed by visiting [Online Ordering - Edlen - Log into Online Ordering](#). Once there, Exhibitors must create an account and search for the specific event. Wall power throughout the Tampa Convention Center is not complimentary for show management, production, and exhibit purposes and will be charged based on the wall outlet amperage prevailing rates.

For Show Planners, the Edlen team will prepare a customized estimate based on your event's specifications, including equipment sets with measured and marked floor plans by the work area. Contact tampa@edlen.com to request an estimate.

Standard wall and other permanent building utility outlets or sockets are not part of the exhibit or production space and may not be used unless electrical services have been ordered through Edlen.

INFORMATION AT YOUR FINGERTIPS.

GENERATORS

Generators are not permitted inside the Tampa Convention Center property. Generators used outside must be pre-approved and ordered directly through Edlen Electrical Exhibition Services.

CEILING DROPS

Ceiling drops utilize electrical access from the ceiling as required for lighting, rigging, etc. Ceiling drops are available for booth, lighting, and rigging motor power in the exhibit halls and ballrooms and can be ordered directly through Edlen Electrical Exhibition Services by contacting tampa@edlen.com. Prevailing outlets, material rentals, and labor rates will apply.

24-HOUR POWER

Power is provided 24 hours a day for the duration of the show. There are no daily or consumption charges in addition to the services ordered. However, we cannot guarantee uninterrupted service due to events beyond our control (e.g., power outages).

Additional charges, including outlets, materials, and prevailing labor rates, may be applied after events based on onsite audits.

FLOOR PLANS

To ensure proper utility placement for exhibitors, a booth floor plan showing the placement of electricity, internet, telephone, etc., must be submitted 21 days before move-in to ensure a timely installation. Failure to provide floor plans with measurements may result in services not being installed and additional costs being charged. For exhibitor booth floor plan templates, please reference the Edlen Electrical or Plumbing order form in your exhibitor kit or request them from tampa@edlen.com

For show organizers, we highly recommend that you work with your designated general contractor, decorator, or audiovisual and production partner to prepare floor plans for the areas marked where power is needed. Your Edlen Event Services Manager can also help and advise on approximate placement to ensure efficient power distribution based on the room and equipment set for your specific event requirements. For blank floor plan templates or CAD exhibit hall/meeting room shells, please contact your Event Manager for the Tampa Convention Center.

LIGHTING

The Tampa Convention Center is equipped with high-intensity, energy-efficient LED lighting. If you need additional lighting, please get in touch with Encore, our in-house AV provider, which is listed under our Service Partners: <https://www.tampa.gov/tcc/services-and-ordering>.

MOTOR POWER FOR RIGGING

You must order motor power separately with Edlen when ordering rigging through Encore, the exclusive in-house partner for all rigging needs. For each 100 pounds, an additional 30-AMP 208v 3-Phase outlet will be added to your order. Prevailing outlets, material rentals, and labor rates will apply.



Edlen is the exclusive provider of temporary utility services at the Tampa Convention Center. Make the most of your upcoming show with the Edlen Advantage:

- We provide proactive customer service to make the power portion of your event seamless.
- Edlen helps you pre-plan the most efficient and cost-effective solutions to meet exhibitor and show organizer utility requirements.
- We provide estimates in advance and the final invoice before the show closes.
- Our team is comprised of highly skilled electricians and event services managers to make your show at the Tampa Convention Center a success!

We look forward to your event!



Michele Cardello

General Manager

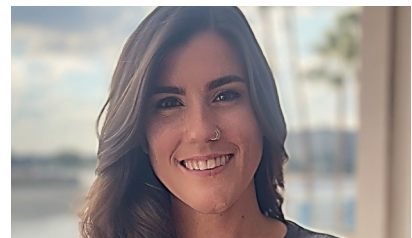
mcardello@edlen.com | 407.401.1066



Christina Kennedy

Senior Event Services Manager

ckennedy@edlen.com | 407.948.4659



Shauna Brown

Event Services Manager

sbrown@edlen.com | 407.620.3930

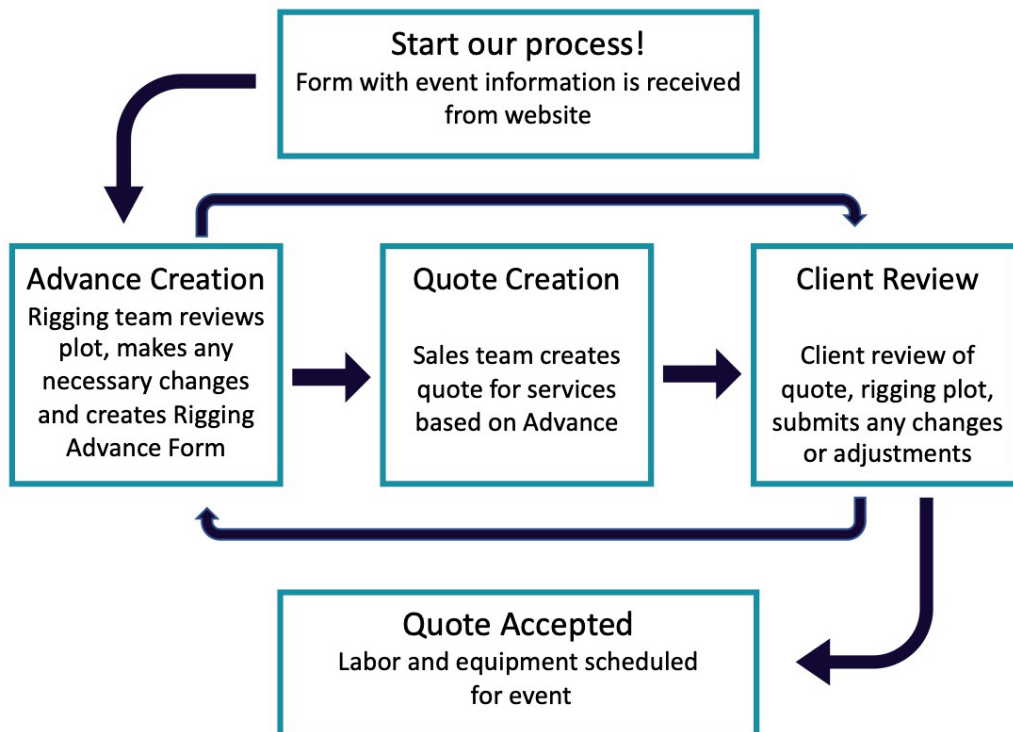
Elevate your rigging standards with Encore Global. Our specialists design and install rigging systems. Our teams service and inspect hoists. We train for fall safety. We scrutinize, test and maintain partnered rigging systems on your behalf. We work on every level to ensure that you and our mutual customers experience the most professional and capable network of experts in the industry.

With national, regional, and local footprints to manage the safety of your infrastructure, your assets and all participants, Encore offers:

- > Direct planning and on-site client support for all events with rigging needs
- > A committed local/regional rigging labor team
- > Full production rigging design and event support
- > Banner/Signage display for exhibits and tradeshow
- > Social events and holiday decor for atriums and venue wide

Start pre-planning to deliver organized and successful events!

Start the process at <https://www.encoreglobal.com/rigging-request/>





Encore Rigging Services is a team of world-class, certified rigging professionals, business leaders and design experts dedicated to the safety and protection of all persons, infrastructure, and assets within your venue. We deliver innovative event rigging solutions that monetize the event space and provide our mutual event customers with the flexibility to dream big.

Encore rigging operating procedures keep you, the public, and the venue safe by aligning with guidelines and standards from industry governing bodies and trade organizations such as OSHA, ANSI and ESTA. Accurate technical information must be provided 21-days in advance to allow Encore rigging the best possible opportunity to assure your event's success. Encore is dedicated to event safety, including all items attached to production truss or the structure of the building in any event or meeting space.

Rigging Equipment – Daily Rates

> Rigging Point Package, Motorized	\$266
> Scissor Lift (20')	\$375
> Scissor Lift (32')	\$415
> Boom Lift (41'-79')	\$1,600
> Box Truss 12x12 10'	\$50
> Box Truss 12x12 8'	\$40
> Box Truss 12x12 5'	\$26
> Box Truss 12x12 4'	\$21
> Box Truss 12x12 2.5'	\$11
> Box Truss 12x12 Corner Block	\$27
> 36x36 Truss Base	\$55

Tampa Convention Center

333 S. Franklin St.
Tampa, FL 33602

O: 813-898-1372

sales.tcc@encoreglobal.com

Rigging Labor – Hourly Rates

<u>Time of Day</u>	<u>Day of Week</u>	<u>Hourly Rate</u>
6am to 5pm	Monday – Friday	\$160/hr (ST)
5pm to Midnight	Monday - Friday	\$240/hr (OT)
6am to Midnight	Saturday	\$240/hr (OT)
Sunday/Holidays*	Sunday/Holidays*	\$320/hr (DT)
Midnight to 6am	Monday – Sunday	\$320/hr (DT)

*Holidays will be billed at double time. Holidays include New Year's Day, Memorial Day, Juneteenth, Independence Day, Labor Day, Thanksgiving Day, Christmas Day, and New Year's Eve.

Rigging Guidelines

- > All riggers must be Encore qualified or possess an ETCP certification to perform work on Encore events and be dedicated specifically and exclusively to rigging tasks.
- > Rigging labor calls will be billed at a minimum of 5 hours based on the specialized nature of rigging services. OT rates will take effect after 8 hours of consecutive work, and DT rates after 12 hours. Turnaround rates will apply if less than 8 hours between shifts.
- > Encore is the exclusive provider of all flown truss, chain motors and control, rigging points, lifts, and rigging labor at this facility.
- > All rigging services must be requested on our website and reviewed by our rigging manager: www.encoreglobal.com/rigging-request

Pricing is in effect as of January 2025 and is subject to change without notice. Ask your representative for full details regarding labor rates, which can vary based on complexity and time of operation. All Encore solutions may be subject to our property's standard service fee. Above prices do not reflect labor charges, which may apply. All rates are subject to applicable sales tax.

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***INCENTIVE RATE APPLIES TO ORDERS RECEIVED WITH PAYMENT 21 DAYS PRIOR TO 1ST DAY OF SHOW MOVE-IN**



INTERNET SERVICE CONTRACT TAMPA CONVENTION CENTER



© 2025 Smart City Networks. All Rights Reserved.

Effective February 3, 2025 - December 31, 2025 - V012125

Exhibitor Company Name:		Booth/Room#:	Show Name:	
Billing Company Name:		Show Start Date:		Show End Date:
Billing Company Address:		INCENTIVE ORDER DEADLINE: 21 DAYS PRIOR TO 1ST DAY OF SHOW MOVE-IN		
City, State, Zip:		Country:	On-site Authorized Contact:	On-site Cell Number:
Contact Name:	Phone Number:	Contact Email:	Cell Number:	

SHARED - LIGHT WIRED INTERNET, NOT FOR STREAMING	QTY	INCENTIVE*	BASE	ON-SITE	TOTAL
---	-----	------------	------	---------	-------

Includes: 1 Private IP Address, **Routers PROHIBITED and will not work**

Average Usage Up to 3 Mbps Burstable To 5 Mbps (DHCP), per device		\$895	\$1,140	\$1,368	
Additional Device(s), Per Device Up to 4 [6 or more available online]		\$185	\$220	\$255	

DEDICATED INTERNET, FOR STREAMING, GAMING & WEBCAST	QTY	INCENTIVE*	BASE	ON-SITE	TOTAL
--	-----	------------	------	---------	-------

Includes: 5 Public IP Addresses, **Routers SUPPORTED**

Dedicated 3 Mbps		\$3,495	\$4,370	\$5,244	
Dedicated 6 Mbps		\$5,900	\$7,375	\$8,850	
Dedicated 10 Mbps		\$7,850	\$9,810	\$11,772	
Dedicated 15 Mbps		\$11,700	\$14,630	\$17,556	
Dedicated 20 Mbps		\$15,500	\$19,380	\$23,256	
Upgrade to 29 Public Static IP Addresses		\$995	\$1,194	\$1,433	

Higher bandwidth services available for uhd streaming

INTERNET EQUIPMENT & LABOR	QTY	INCENTIVE*	BASE	ON-SITE	TOTAL
----------------------------	-----	------------	------	---------	-------

Switch Rental – up to 24 ports		\$185	\$225	\$270	
Patch Cable (up to 100') – Cat5e		\$50	\$62	\$74	
Labor / Floor Work – four lines per hour		\$125	\$125	\$125	
Distance Fee for each Internet line delivered outside the facility		\$500	\$500	\$500	

WIRELESS INTERNET, Full products catalog available online

SPECIAL QUOTE, Attachment A or Statement of Work (if applicable)

I hereby acknowledge the above listed on-site authorized contact is permitted to make on-site changes to my order. I also acknowledge any change to my order could result in the credit card on file being charged. Upon execution of this document the Customer hereby authorizes Smart City Networks to provide services as requested herein, is authorized to request such services and acknowledges full and complete understanding of the Terms and Conditions .	SUBTOTAL	
	ESTIMATED 10% TAX/FEES	
	GRAND TOTAL	

ACCEPTANCE OF TERMS AND CONDITIONS AND AUTHORIZATION OF ORDER

Printed Name:	Signature:	Date:
(X) _____	(X) _____	____/____/____

PAYMENT IN FULL IS REQUIRED PRIOR TO THE EVENT

When your order is processed, you will receive an email with a link to Smart City Networks payment portal where you can **pay via credit card**.

Make checks payable to SMART CITY NETWORKS
Send completed form(s) with payment to: 5795 W. Badura Avenue, Suite 110
Las Vegas, NV 89118



You may reach us with questions at:
Call (888) 446-6911 • Email: customerservice@smartcitynetworks.com
Order online at: orders.smartcitynetworks.com
Or fax order to (702) 943-6001

ORDER NOW ➔

Customer Number: _____

EXHIBITOR AUDIOVISUAL REQUEST FORM

Audio Visual Group is the official Audiovisual Supplier for the MRAA Dealer Week & Expo

Discount Deadline: November 13th, 2025

Cutoff Deadline: December 1st, 2025 (Call to confirm availability)

Please, send this form (both pages) to exhibit@avgrp.com or call (347) 331-2070

Event Name: MRAA Dealer Week and Expo

Event Dates: December 8-10th, 2025

Venue: Tampa Convention Center

CUSTOMER INFORMATION	DELIVERY INFORMATION
ORGANIZATION	HALL
ORDERED BY	BOOTH #
PHONE #	ON-SITE CONTACT
EMAIL	ON-SITE CELL
NOTES:	ON-SITE EMAIL

POWER, INTERNET, RIGGING & MOUNTING SERVICES ARE PROVIDED BY THE EVENT DECORATOR OR FACILITY

PRICING IS CALCULATED FOR THE ENTIRE DURATION OF SHOW (3 DAYS)

DISPLAY MONITORS – SHOW RATE	DISCOUNTED RATE	REGULAR RATE	QTY	TOTAL	NOTES
32" LED Monitor w/HDMI 6' with Legs	\$330	\$396			
43" LED Monitor w/HDMI 6' with Legs	\$585	\$702			
55" LED Monitor w/HDMI 6' with Legs	\$780	\$936			
65" LED Monitor w/HDMI 6' with Legs	\$925	\$1110			
75" LED Monitor w/HDMI 6' with Legs	\$1620	\$1944			
86" LED Monitor w/HDMI 6' with Legs	\$2250	\$2700			
98" LED Monitor w/HDMI 6' with Legs	\$3,800	\$4560			
SPECIALTY MONITORS – SHOW RATE	DISCOUNTED RATE	REGULAR RATE	QTY	TOTAL	NOTES
65" Touch Monitor w/CPU and Stand	\$2025	\$2430			
84"x16" Vertical Signage Monitor with Stand	\$2295	\$2754			
ACCESSORIES – SHOW RATE	DISCOUNTED RATE	REGULAR RATE	QTY	TOTAL	NOTES
Adjustable Monitor Floor Stand (for 40"-70")	\$285	\$342			
Adjustable Monitor Floor Stand (for 86" and up)	\$300	\$360			
25' HDMI Cable	\$30	\$36			
Media Player	\$60	\$72			
COMPUTERS & ACCESSORIES – SHOW RATE	DISCOUNTED RATE	REGULAR RATE	QTY	TOTAL	NOTES
PC Laptop (Windows/Microsoft Office)	\$360	\$432			
21" iMac Desktop	\$630	\$756			
27" iMac Desktop	\$720	\$854			
MacBook Pro Laptop	\$600	\$720			
iPad	\$270	\$324			
iPad Floor Stand	\$150	\$180			
AUDIO – SHOW RATE	DISCOUNTED RATE	REGULAR RATE	QTY	TOTAL	NOTES
Sound Support for up to 10'X10' -Spk/Mixer	\$250	\$300			
Sound Support for up to 20'X20' -Spkrs/Mixer	\$425	\$510			
Shure Wireless Headset or Hand Mic System	\$275	\$330			
CatchBox Throwable Wireless Mic (our cover)	\$380	\$456			
Laptop or Media Player Audio Interface	\$40	\$48			
LIGHTING – SHOW RATE	DISCOUNTED RATE	REGULAR RATE	QTY	TOTAL	NOTES
200W Moving Head for Custom Gobo Branding	\$795	\$954			
12X25W LED Wall Wash Bar (very bright) Each	\$555	\$665			
6X25W LED Wall Wash Bar (very bright) Each	\$210	\$312			
105W LED Flat-Par Each	\$435	\$552			
200W LED Leko For Custom Gobo Branding	\$630	\$756			
TOTAL FOR ALL OF THE ABOVE EQUIPMENT:					
Service Fee: 10 % of the subtotal or \$190 (whichever is greater)					
TOTAL EQUIPMENT AND LABOR DUE:					

PLEASE NOTE: this form is only a partial list of equipment featuring commonly requested items. We stock a complete line of audio, video, video walls, translation, and multi-image equipment.
For items not found above, please inquire about availability and pricing at exhibit@avgrp.com

NOTES

- ORDERING:** Orders must be received by November 13th, 2025 to qualify for Discount Pricing. Orders after December 1st, 2025 (Cutoff Deadline) are based on availability. Send both pages to exhibit@avgrp.com
- PRICING:** All prices are calculated for the duration of show (3 days). Service Charge is 10% of the total order or \$190 whichever is greater. Service charge includes: delivery and pick up only. Operator assistance, if requested, is a subject to the prevailing hourly rate.
- PAYMENT:** **We will send you a payment link.** Order is not confirmed until payment is received in full and confirmation has been sent
- CANCELLATIONS:** Cancellation of equipment ordered must be received 72 hours prior to delivery date to avoid a minimum One-day charge. If services have already been provided at the time of cancellation, 50% of original charge will be applied, with a minimum charge of one full day.

Please, send both pages to exhibit@avgrp.com or give us a call (347) 331-2070

Name & Signature

Date

Signer is responsible for equipment from drop-off date to pick up date.



eConnect Scanner

- Rapid Laser Scanner
- Battery Operated, Rechargeable
- Cellular Data Connection, Wi-Fi Capability



eConnect Mobile App

- Android & iOS
- Personal or Company Device Convenience
- Compatible with Smart Phones & Tablets



eConnect by eShow

eShow's Lead Retrieval Systems features the *eConnect* line of lead solutions that will allow you to retrieve contact information without having to collect business cards. *eConnect* features include cloud based technology with an easy-to-use interface, live time lead sync backup with a data connection, editable qualifiers and surveys, and live time web portal with data, analytics, and reports.

Benefits of Lead Capture:

- Collect leads on and off the show floor
- Create survey questions to qualify leads
- Score leads to identify your hottest prospects
- Send targeted content to educate and inform prospects
- Access leads in real time via the LR Portal
- Transfer leads to your CRM for quick lead follow-up



Scan the QR Code to place your order online!

Can't scan? Use the link below to place your order:

https://leadretrieval.goeshow.com/lr_sales.cfm?form_key=4651B67C-3F8C-42B6-8D88-6105C5D2C5CC

Questions?

Email: Leads@goeshow.com

Call: 847-620-4499

eConnect Products	Advance through 11/14/2025	Regular after 11/14/2025
Lead Retrieval Tools		
eConnect Scanner	\$429	\$529
eConnect by eShow Mobile App *Includes access for 1 device	\$279	\$329
Additional Mobile App Activations	\$129	\$149
Bundles		
Scanner Bundle – Includes 3 devices	\$999	\$1,299
App Bundle – Includes 3 Activations	\$479	\$579
Insurance		
Damaged Scanner Insurance	\$99	\$99

Terms and Conditions

Application testing is the sole responsibility of the exhibitor. Auto-focus is required to use the scanning feature. If your device does not have auto-focus, the badge ID must be keyed into the app. No refunds or cancellations will be permitted on devices lacking auto-focus.

An activation is needed for each device that will be used to scan. Activations cannot be reused if the app is uninstalled. If the app is uninstalled, the activation is lost, and an additional activation will need to be purchased at the exhibitor's expense. Activations cannot be transferred to other devices.

DO NOT DELETE SIGN-OUT, UNINSTALL, OR CLEAR THE CACHE OF THE APP ONCE THE APP HAS BEEN ACTIVATED OR THE ACTIVATION AND LEADS WILL BE LOST.

One week prior to the event, instructions will be sent to the email address provided for testing purposes.

All equipment is offered on a rental basis and must be returned to the lead retrieval desk at the start of the scheduled exhibit hall breakdown. Any exhibitor who fails to return equipment promptly will incur a \$25 per hour late fee. All equipment is the sole responsibility of the exhibitor during the rental period. Lost or damaged equipment is subject to an additional charge, up to the full replacement cost of \$29 per charger, \$799 per scanner, \$1,299 per tablet, and \$1,599 per kiosk. All equipment is due back no later than 30 minutes after the exhibit hall closes on the last day.

All refund and cancellation requests received will be issued a credit voucher in the amount of the order to be used for any future eShow Lead Retrieval purchase. Any refund requests must be submitted via email prior to the **12/1/2025** refund cut-off date. No refunds will be issued after the refund cut-off date. No refunds or credits will be issued for any unused activations or devices.

Questions?
Email: Leads@goeshow.com
Call: 847-620-4499

ESHOW[®]
event management solutions

“ONE STOP EVENT SERVICES” FOR BEST IN QUALITY GIVE US A CALL!!

ARTISTIC RENTALS

920 Northern Oaks Terrace • Deland, FL 32724

Cell: 904-885-9977

E-mail: Artistic.Rentals@gmail.com

Pricing as of 10/1/2023

<u>QTY</u>	<u>PRICE</u>	<u>TOTAL</u>
_____ 3-4 Ft Plants	\$36.00	_____
_____ 5-6 Ft Plants	\$56.00	_____
_____ 7-8 Ft Plants	\$80.00	_____
_____ Green Table Plants	\$25.00	_____
_____ Large Ferns	\$30.00	_____
FLORAL EXOTIC		
_____ Mums	\$25.00	_____
_____ Watering Fee	\$100	_____
_____ Set up Fee	\$100	_____
_____ Delivery	\$100	_____
_____ 3.5' Park Benches	\$55	_____
_____ 5' Park Benches	\$85	_____

Misc. _____

Misc. _____

Decorative Pots _____ **Black Gloss** _____ **White Gloss** **FREE** _____

Total _____

Tax 6.5 % _____

TOTAL _____

Credit Card Fee 4% _____

Grand Total _____

ALL ORDERS MUST BE PAID IN ADVANCE

☐ **CHECK** ☐ **CREDIT CARD** ☐ **ZELLE**

Delivery Information:

Exhibitors Name _____ Show Name _____

Email _____

Contact at Show _____ Cell _____ Booth # _____

Credit Card: Card # _____ Exp Date _____ 3 dig. PIN _____

Cardholder's Name _____ Signature _____

Card Billing Address _____

RENTAL POLICIES

★★ All materials and plants available on **rental** basis only.

★★ Some items are subject to season and availability.

Please order early in case substitutes are needed.

★★

PAYMENT POLICY

★★ Items missing from booth upon dismantling are responsibility of the exhibitor and an additional charge will be applied.

★★ Adjustments, cancellations and refunds deadline is 10 days prior to any event due to pre-ordering of products.

DON'T GET CAUGHT WITH YOUR PLANTS DOWN!

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DON'T PAY SHIPPING COSTS —DONATE TO HELP STUDENTS!



When you donate your products at the end of the event to Hillsborough Education Foundation, you can save money on shipping/transportation and feel good knowing your tax-deductible gift will directly benefit teachers and students in need.

Hillsborough Education Foundation supports students and teachers through our programs:

- School Supplies
- Mentoring & Scholarships
- Digital Equity
- Literacy
- School & Classroom Enrichment
- Professional Development & Teacher Recognition
- College & Career Readiness

Great donation items include:

- Show bags, paper and misc. office supplies
- Promotional items (fun stuff)
- Pens, pencils, markers, dry erase markers, etc.
- Notepads, tablets and folders
- TVs, monitors and laptops

**Devices must be new/gently used and in good working order*

Arranging a pickup is easy!

- ✓ Fill out the form on the back
- ✓ Tape it to the box/item(s) you are donating
- ✓ Inform staff at the Tampa Convention Center service desk



Donation to



Teaching Tools Resource Center

SPONSORED BY

Suncoast
Credit Union

Donated by:

Company:

Contact:

Address:

City, State, and Zip:

Email:

Phone:

Please email completed forms to kirstin.albert@thetampacc.com

***Thank you for your contribution to
Hillsborough Education Foundation's Teaching Tools Resource Center.***