

# TMS 2012

## 141<sup>st</sup> Annual Meeting & Exhibition

March 11-15, 2012 ♦ Orlando, Florida ♦ [www.tms.org/TMS2012](http://www.tms.org/TMS2012)

December 5, 2011

Dear exhibitor,

We are pleased to provide the following exhibition services manual for the TMS 2012 Annual Meeting exhibition. This document includes brochures, order forms, and event information and instructions to facilitate your preparation for TMS 2012, which will be held at the Swan and Dolphin Resort at Walt Disney World in Orlando, Florida. The exhibit will take place Monday through Wednesday, March 12-14.

Once again, TMS has partnered with Freeman as the official General Service Contractor for the TMS 2012 Annual Meeting & Exhibition. Contact information for Freeman representatives is enclosed. We encourage you to take advantage of Freeman's on-line ordering service for the 2012 exhibition by following the instructions provided.

Please take a few moments to review the contents as you begin planning for TMS 2012, noting the following key dates:

- February 24, 2012** Deadline for **advance order discounts** on furnishings and services.  
*Save as much as 30% off the standard prices and fees!*
- March 2, 2012** Deadline for **advance freight delivery**.  
*Avoid expedited and special handling surcharges by shipping to the warehouse address before this date!*
- March 15, 2012** Deadline for **outbound shipments** leaving the convention center.  
*Plan to have carriers check in by 8 am.*

If you have any questions or require any additional information in regards to your exhibit planning, please feel free to contact myself or a member of our exhibits team, Trudi Dunlap or Debbie Hughes.

On behalf of TMS, I look forward to working with you toward a successful exhibit!

Sincerely,

**Louise Wallach**

Senior Manager, Events, Programming, and Exhibits

Phone: (724) 776-9000 ext. 110 \* E-mail: [lwallach@tms.org](mailto:lwallach@tms.org)

**Need assistance? Contact the TMS 2012 exhibit team:**

**Trudi Dunlap**

Phone: (724) 776-9000 ext. 275 \* E-mail: [tdunlap@tms.org](mailto:tdunlap@tms.org)

**Debbie Hughes**

Phone: (724) 776-9000 ext. 225 \* E-mail: [dhughes@tms.org](mailto:dhughes@tms.org)

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Phone: (724) 776-9000 ext. 225 \* E-mail: [dhughes@tms.org](mailto:dhughes@tms.org)

**SERVICE INFORMATION**

**BOOTH EQUIPMENT**

Each 10' x 10' booth will be set up with 8' high black, white, red, white, black back drape, 3' high black side dividers, and a 7" x 44" identification sign.

**EXHIBIT HALL CARPET**

The exhibit hall is carpeted.

**DISCOUNT PRICE DEADLINE DATE**

Take advantage of discount pricing by ordering online at [www.freemanco.com/store](http://www.freemanco.com/store) by February 24, 2012.

Save money by ordering services and labor in advance. All services including display and rigging labor orders placed at show site will be charged an additional 30% above the advance rate.

**SHOW SCHEDULE**

**EXHIBITOR MOVE-IN**

For more information and helpful hints on pre-show procedures and move-in, please go to [www.freemanco.com/preshowFAQ](http://www.freemanco.com/preshowFAQ)

Saturday	March 10, 2012	8:00 AM - 5:00 PM
Sunday	March 11, 2012	8:00 AM - 5:00 PM
Monday	March 12, 2012	7:00 AM - 11:00 AM

**EXHIBIT HOURS**

Monday	March 12, 2012	12:00 PM - 6:30 PM
Tuesday	March 13, 2012	10:30 AM - 6:00 PM
Wednesday	March 14, 2012	10:30 AM - 3:00 PM

**EXHIBITOR MOVE-OUT**

For more information and helpful hints on post-show procedures and move-out, please go to [www.freemanco.com/postshowFAQ](http://www.freemanco.com/postshowFAQ)

Wednesday	March 14, 2012	3:00 PM - 7:00 PM
Thursday	March 15, 2012	8:00 AM - 12:00 PM

**DISMANTLE AND MOVE-OUT INFORMATION**

All exhibitor materials must be removed from the exhibit facility by Thursday, March 15, 2012 at 12:00 PM.

To ensure all exhibitor materials are removed from the exhibit facility by the Exhibitor Move-Out deadline, please have all carriers check-in by Thursday, March 15, 2012 at 8:00 AM.

**POST SHOW PAPERWORK AND LABELS**

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

SERVICE CONTRACTOR CONTACTS / INFORMATION:

FREEMAN  
 2200 Consulate Dr  
 Orlando, FL 32837  
 (407) 816-7900 fax (469) 621-5605  
 FreemanOrlandoES@freemanco.com

FREEMAN EXHIBIT TRANSPORTATION

(800) 995-3579 Toll Free US & Canada, (817) 607-5100 Local & International, (469) 621-5810 Fax

FREEMAN ONLINE®

Our Internet online ordering service, Freeman OnLine® is available for your convenience to order all Freeman Services, view show schedule, or print order forms. Once your show is available online you will receive an email which includes a direct link to Freeman OnLine®.

To place online orders you will be required to enter your unique Login ID and Password. If this is your first time to use Freeman OnLine®, click on the "Login" link in the top right corner to create a new account. To access Freeman OnLine® without using the email link, visit [www.freemanco.com/store/](http://www.freemanco.com/store/) and click the "Login" link in the top right corner. If you need assistance with Freeman OnLine® please call our Customer Support Center at (888) 508-5054 Toll Free US & Canada or (817) 607-5000 Local & International.

SHIPPING INFORMATION

Warehouse Shipping Address:

Exhibiting Company Name / Booth # \_\_\_\_\_

**TMS ANNUAL MEETING & EXHIBITION**

C/O FREEMAN

10088 GENERAL DRIVE

ORLANDO, FL 32824

Freeman will accept crated, boxed or skidded materials beginning Monday, February 06, 2012, at the above address. Material arriving after March 02, 2012 will be received at the warehouse with an additional after deadline charge. Warehouse materials are accepted at the warehouse Monday through Friday between the hours of 8:00 AM - 3:30 PM.

Show Site Shipping Address:

Exhibiting Company Name / Booth # \_\_\_\_\_

**TMS ANNUAL MEETING & EXHIBITION**

C/O FREEMAN

WALT DISNEY WORLD DOLPHIN RESORT

1500 EPCOT RESORTS BLVD

LAKE BUENA VISTA, FL 328308428

Freeman will receive shipments at the exhibit facility beginning Saturday, March 10, 2012 . Shipments arriving before this date may be refused by the facility. Any charges incurred for early freight accepted by the facility are the responsibility of the Exhibitor.

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

**LABOR INFORMATION**

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

**ASSISTANCE**

We want you to have a successful show. If we can be of assistance, please call our Exhibitor Services Department at (407) 816-7900.

**WE APPRECIATE YOUR BUSINESS!**

## **FREEMAN GENERAL INFORMATION**

### **TRANSLATION SERVICES**

Freeman is pleased to offer a new service for our international exhibitors that provides quick interpretation and translation in 150 languages. This service will not only interpret for us on a three way conversation, but also translate emails from customers. To access this feature you may contact Freeman Exhibitor Services at (407) 816-7900 or Freeman's Customer Support Center at (888) 508-5054 Toll Free US & Canada or (817) 607-5000 Local & International.

### **HELPFUL HINTS**

#### **SAVE MONEY**

Order early to take advantage of advance order discount rates, place your order by February 24, 2012.

#### **AVOID DELAY**

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

#### **SAFETY TIPS**

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

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

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

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

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

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

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

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

#### **EXHIBITOR ASSISTANCE**

For more information and helpful hints on pre-show procedures and move-in, please go to [www.freemanco.com/preshowFAQ](http://www.freemanco.com/preshowFAQ).

For more information and helpful hints on post-show procedures and move-out, please go to [www.freemanco.com/postshowFAQ](http://www.freemanco.com/postshowFAQ).

Call Freeman's Exhibitor Services department at (407) 816-7900 with any questions or needs you may have.

# welcome



Welcome to Freeman, the industry's leading service contractor with more than 75 years of experience creating possibilities for our customers. At Freeman, our people make the difference, and when it comes to all the details of your show experience, our helpful employees have the expertise to ensure you always get your needs met exactly as specified. Above all, we take pride in putting you and your show requirements first, from furniture rental to material handling to custom exhibit programs, exhibit transportation, hanging signs and digital graphics. Whatever your exhibit requires, we have the premier resources to help you have the best show experience possible. Here are just a few of the outstanding services we are proud to offer you:

- Furnishings
- Carpet and Cleaning
- Freight and Material Handling Services
- Exhibit Transportation
- Rental Exhibit Programs
- Installation and Dismantle Services and Labor
- Digital Graphics and Signs

In addition, for some innovative design suggestions to help complement your exhibit, go to [www.freemanco.com/furniturerepairing](http://www.freemanco.com/furniturerepairing) and visit our Furniture Grouping Ideas section. You'll find everything you need to give your booth a coordinated and professional look.

# WELCOME TO Freeman

## **how do I get started?**

To get started, first take a look at Quick Facts highlighting your show specifics and other information you will find useful. Then, browse through our catalogs for the many services we offer. When you determine what your specific needs are, fax or mail the order forms or place your order online at [www.myfreemanonline.com](http://www.myfreemanonline.com). As always, you may call one of our customer service experts at the number listed on Quick Facts for assistance. Please consult our General Information page for some important safety tips and other key facts about all the services we offer.

## **material handling and exhibit transportation**

As the official service contractor for your show, Freeman is here to help you with all your material handling needs, which include exhibit material unloading, 30-day advance storage at the warehouse address, delivery to the booth and handling of empty containers to and from storage. When the event is finished, we also provide material removal from the booth for reloading onto outbound carriers. Freeman can also handle your inbound exhibit transportation to ensure your freight is shipped on-time to the show site or warehouse, based on your preference. For questions about material handling and other information, go to [www.freemanco.com/FAQ](http://www.freemanco.com/FAQ).

## **questions?**

Contact customer service at the number located on Quick Facts for any ordering questions you might have. For all other inquiries about Freeman, please call our customer service center at 888-508-5054. For fast, easy ordering, tools and helpful hints, go to [www.myfreemanonline.com](http://www.myfreemanonline.com).



# F R E E M A N

2200 Consulate Dr  
Orlando, FL 32837  
(407) 816-7900 Fax: (469) 621-5605  
FreemanOrlandoES@freemanco.com

DISCOUNT PRICE  
DEADLINE DATE  
FEBRUARY 24, 2012

INCLUDE THIS FORM  
WITH YOUR ORDER

NAME OF SHOW: **TMS ANNUAL MEETING & EXHIBITION / MARCH 11 - 15, 2012**

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

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

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

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

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

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

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

## METHOD OF PAYMENT

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

**COMPANY CHECK**  
Please make check payable to: Freeman  
Checks must be in U.S. funds drawn on a U.S. or Canadian bank ("U.S. FUNDS" MUST BE PRE-PRINTED on Canadian checks.)  
**Please reference (274223) on your remittance.**

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

**AMERICAN EXPRESS**     **MASTER CARD**     **VISA**

**BANK TRANSFER**  
Bank transfer to Bank of America, N.A.; Dallas, TX  
*Wire Transfer*  
ABA#: 026009593 ACCT 1252039192 Freeman  
*International Wire Transfer*  
Swift Code: BOFAUS3N ACCT# 1252039192 Freeman  
*ACH Direct Deposit*  
ABA#:111000012 ACCT# 1252039192 Freeman  
**Please reference Name of Show & Booth Number so we can properly credit your account.**  
**Note: Customers are responsible for any bank processing fees.**

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

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

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

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

## ENTER TOTALS HERE

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

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

**TELL US WHAT YOU THINK**

Freeman is committed to providing great customer service. To help us serve you more effectively in the future, please visit the URL address below upon the completion of your show to provide feedback. Your input will provide the insight needed to ensure that our customer service is in line with your expectations.  
<http://feedback.freemanco.com/?274223>

**FREEMAN method of payment**

# F R E E M A N

2200 Consulate Dr  
Orlando, FL 32837  
(407) 816-7900 Fax: (469) 621-5605  
FreemanOrlandoES@freemanco.com

## TMS ANNUAL MEETING & EXHIBITION / MARCH 11 - 15, 2012

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

### EXHIBITING COMPANY AUTHORIZATION OF THIRD PARTY BILLING

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

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

EXHIBITOR NAME: (PLEASE PRINT)

EXHIBITOR SIGNATURE:

DATE:

### EXHIBITING COMPANY INFORMATION

EXHIBITING COMPANY NAME:

BOOTH #:

EXHIBITING COMPANY ADDRESS:

CITY/STATE/ZIP:

PHONE:

EXT:

FAX:

CONTACT'S E-MAIL:

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

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

### THIRD PARTY COMPANY INFORMATION

THIRD PARTY COMPANY NAME:

CONTACT NAME:

THIRD PARTY BILLING ADDRESS:

CITY/STATE/ZIP:

PHONE:

EXT:

FAX:

CONTACT'S E-MAIL:

E-MAIL FOR INVOICE:

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

### THIRD PARTY CREDIT CARD AUTHORIZATION

- AMERICAN EXPRESS    MASTERCARD    VISA

CREDIT CARD ACCOUNT NO:

EXP. DATE:

CARDHOLDER NAME (PLEASE PRINT):

CARD TYPE:

AUTHORIZED SIGNATURE:

CARDHOLDER BILLING ADDRESS:

CITY/STATE/ZIP:

# FURNISHING essentials



Your exhibit space should reflect your company's distinctive look and feel, which is why the furniture you choose to fill it is so important. Freeman Furnishing Essentials has everything you need, with an assortment of superior, professional pieces in eye-catching shapes and styles to suit any budget or design essential. In addition, the quality control standards and in-house maintenance that Freeman adheres to are outstanding, so you always know you're getting the best furniture possible to make your show experience a total success.

Browse through this brochure, and if you don't find what you want, don't worry. We will work with you every step of the way to make sure you get exactly what you're looking for. Our prices are all-inclusive and cover shipping and material handling, with no hidden fees. Also, Freeman has multiple warehouse locations across the country, so delivering your furniture solution is always quick and simple.

# seating

When it comes to basic seating needs, look no further than Freeman. Our wide array of well-designed modern chairs, armchairs and stools will serve your show space requirements.

## **diva series**

Natural blonde wood and matte chrome finish highlight this sleek Italian design.

### **diva counter stool**

17"W 16"L 36"H – N71092  
The intermediate 25" seating height makes this stool ideal for theater or demo areas.

### **diva chair**

18"W 16"L 31"H – N71091  
A natural complement to modern exhibit designs.



### **santana armchair**

24"W 20"L 31"H – N710102  
Modern styling with ergonomic shape; as striking as it is comfortable.

**forestdale chair**

21"W 21"L 31"H – N71085  
Padded seat and back in distinct geometric fabric with a sturdy lightweight frame.



**director stool**

17"W 24"L 45"H – N710142

**director chair**

17"W 24"L 32"H – N71042

**custom imprinting**

Ask us about custom logo imprinting on the Director Chair or Stool back fabric. – N710998



Royal Blue



Black



Bright Green



Yellow



Orange



Red



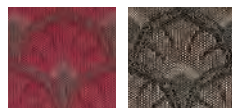
Purple



Bright Blue

**cherry barrel chair**

*Cranberry or Taupe*  
23"W 22"L 29"H – N71038  
Traditional style in a cherry finish with classic fabric pattern options.



**diplomat chair**

*Black Diamond Fabric*  
25"W 28"L 36"H – N710144  
Comfortable, yet compact for office or conference table seating.





**gray gaslift stool**

24"W 20"L 46"H  
With Arms – N71048  
No Arms – N71047

**gray gaslift chair**

26"W 20"L 38"H  
With Arms – N71046  
No Arms – N71045

Telescoping height  
adjustment; five-caster  
base rolls with ease.

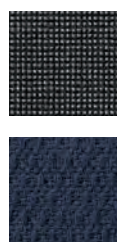


**executive chair**  
*Black Tweed*  
28"W 25"L 45"H – N71044



**bugle base chair**

*Black or Blue Tweed*  
21"W 20"L 32"H – N71041



Bugle Base Table (page 8)



**black diamond side chair**

21"W 23"L 32"H – N71089

**black diamond stool**

22"W 18"L 46"H – N71088

**black diamond armchair**

20"W 21"L 33"H – N71090



Soho Bistro Table (page 8)

**limerick® chair**

By Herman Miller

Gray

18"W 18"L 33"H – C210108



**casey padded stool**

Black or Gray Fabric

20"W 21.5"L 42.5"H – C210112





# lounge seating

Give your exhibit a casual yet practical look with Freeman superior lounge seating. Pick from a large selection of sofas, loveseats, chairs and barstools that are sure to take your exhibit design to the next level.



**signature loveseat**

*Black*

33"W 60"L 33"H – N73091

Deeply comfortable sofa-style seating in a sleek, contemporary shape.

**signature chair**

*Black*

33"W 35"L 33"H – N71093





### kennedy sectional series

*Blue or Black Tweed*

Flexible sofa-style seating in a variety of configurations.

#### **sofa, three-piece**

31"W 87"L 28"H – N730313

#### **loveseat, two-piece**

31"W 62"L 28"H – N730213

#### **corner section**

31"W 31"L 28"H – N73013

#### **center section**

31"W 25"L 28"H – N73014





**glass conference table**

*Black or Chrome Pedestal*

42"W 42"L 30"H – N72015

Rounded square glass top is supported by stylish metal frame in a choice of two colors.



**cherry cocktail table**

19"W 36"L 17"H – N72026

**cherry end table**

20"W 20"L 20"H – N72027

# tables

What Freeman always brings to the table is professionalism, and nothing says more about your meeting space and/or show site than your surfaces and tabletops. Choose from modern glass conference tables, traditional cocktail, end tables and much more.



### metro series

Black

#### slate end table

20"W 20"L 17"H – N72029

#### slate cocktail table

20"W 40"L 15"H – N72028



### pedestal tables

A range of tabletop sizes and materials with pedestals in various heights to fit any space.

### soho series

Black-Top Mini	18"H x 18"W	N72066
Black-Top Cafe	30"H x 24"W	N72069
Black-Top Bistro	42"H x 24"W	N72070
Black-Top Cafe	30"H x 36"W	N72067
Black-Top Bistro	42"H x 36"W	N72068

### chelsea series

Butcher Block-Top Cafe	30"H x 30"W	N72063
	30"H x 36"W	N72064
Butcher Block-Top Bistro	42"H x 30"W	N720163
	42"H x 36"W	N720164



### studio series

#### black end table

17"W 17"L 18"H – C115104

#### black cocktail table

36"W 20"L 15"H – C115103

#### bugle base table

White

36"W 27"H – N72065



# office furniture

When it's time to set up office, Freeman offers a wide selection of superior, professional pieces in eye-catching shapes and styles to suit any budget and/or design essential. From classic credenzas and bookcases to professional seating, we've got all your office furniture requirements.



## **milano table**

42"W 84"L 29"H

*Blonde Top with Black Base – N72093*

*Black Top with Black Base – N72092*

The latest seven-foot conference table by Freeman features clean curved lines and a wealth of work space.



## **luna table**

36"W 72"L 29"H

*Black Top with Black Base – N72094*

This contemporary six-foot conference table or writing desk comes with a black laminate top.





Cherry Tables (page 7)  
Cherry Barrel Chairs (page 2)  
Black Table Lamp (page 14)



**hemingway writing table**

*Black*

24"W 49"L 29"H – N720191

**office series**

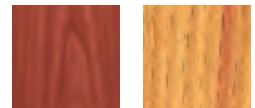
*Cherry or Oak*

**five-foot desk**

30"W 60"L 30"H

*Cherry* – N74061

*Oak* – N74071



**credenza**

16"W 60"L 30"H

*Cherry* – N74064

*Oak* – N74074

**bookcase**

12"W 36"L 72"H

*Cherry* – N74065

*Oak* – N74075



# display



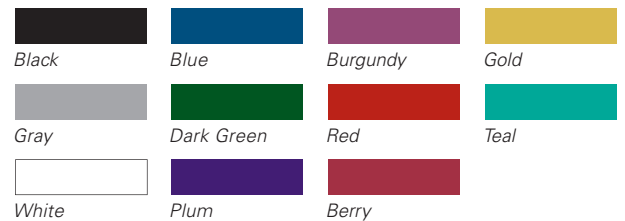
Some of the most essential elements of your exhibit are the surfaces on which you display your show materials. That's why we have an appealing variety of displays, from standing cylinders to sleek computer desks to draped tables and counters, to ensure your show space will be both attractive and interactive.



## draped or undraped tables & counters

Colored draping includes white vinyl top and pleated skirt on three sides. Fourth-side draping is available. Undraped tables include white vinyl tops.

	3'	4'	6'	8'
<b>tables</b> (30" height)				
Draped	C130330	C130430	C130630	C130830
Draped on fourth side			C12404630	C12404830
Undraped	C131330	C131430	C131630	C131830
<b>counters</b> (42" height)				
Draped	C130342	C130442	C130642	C130842
Draped on fourth side			C12404642	C12404842
Undraped	C131342	C131442	C131642	C131842



Tabletop risers are also available in a variety of sizes. See order form for details.



**display cubes**

Black

**12" small**

12"W 12"L 42"H – N75030

**18" medium**

18"W 18"L 36"H – N75031

**24" large**

24"W 24"L 42"H – N75032



**display cylinders**

Black

**low**

30"W 15"H – N75020

**medium**

18"W 20"H – N75021

**high**

24"W 36"H – N75022



**orion computer kiosk**

Black

28"L 28"D 40.5"H – N75079

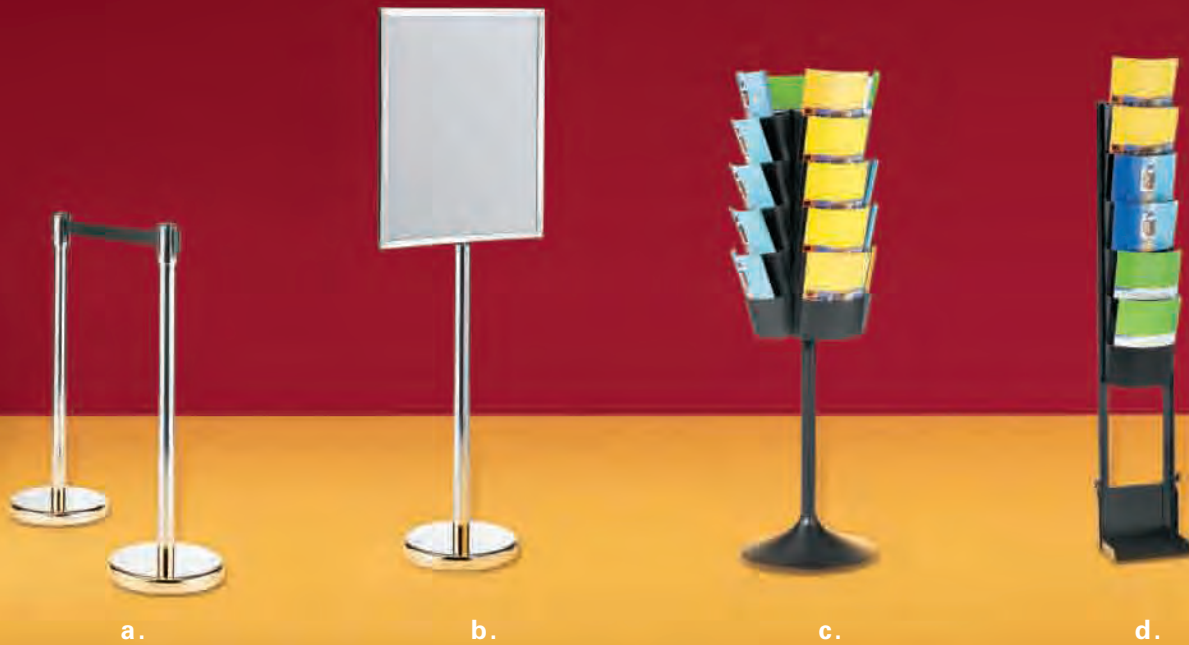
Pedestal for computer demo with keyboard tray and interior storage. (Computer not included.)



**display counter**

Black

24"W 49"L 42"H – N72056



# accessories

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

**a. chrome stanchion with 8' retractable belt**

42"H – C220121

**b. chrome sign holder**

Holds 22"x 28" sign – C220118

**c. round literature rack**

17"W 17"L 57"H – N750135

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

**d. flat literature rack**

10"W 55"H – N750136

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

**e. chrome coat tree**

C220109

**f. chrome easel**

C220134

**g. chrome bag rack**

C220110

**h. contempo trash receptacle**

8"W 24"H

*Black* – N75053

*Aluminum* – N75054

**wastebasket**

Wastebasket color may vary.

C220107







e.



f.



g.



h.

**small refrigerator\***

19"W 19"L 34"H – N75057



**file cabinet with lock**

Standard Size

**two-drawer**

15"W 29"L 28"H – N74082

**four-drawer**

15"W 29"L 50"H – N74081



**table lamp\***

Black

25"H – N75052



**floor-standing  
bulletin board**

48"W 96"L 78"H – C10201484

\*Note: Electrical power must be ordered separately.  
For ideas on furniture pairings, go to [www.freemanco.com/furniturepairing](http://www.freemanco.com/furniturepairing)

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## FURNISHINGS

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
<b>CHAIRS</b> Pages 1 & 2						
___	N71092	Diva Counter Stool .....	180.40	198.45	234.50	_____
___	N71091	Diva Chair .....	157.80	173.60	205.15	_____
___	N710102	Santana Chair .....	155.20	170.70	201.75	_____
___	N71085	Forestdale Chair .....	103.55	113.90	134.60	_____
___	N710144	Diplomat Chair .....	188.30	207.15	244.80	_____
___	N71038	Cherry Barrel Chair .....	159.60	175.55	207.50	_____
		<input type="checkbox"/> Cranberry <input type="checkbox"/> Taupe				

<b>Director Series</b>						
		<input type="checkbox"/> Black	<input type="checkbox"/> Blue	<input type="checkbox"/> Bright Green	<input type="checkbox"/> Orange	
		<input type="checkbox"/> Purple	<input type="checkbox"/> Red	<input type="checkbox"/> Royal Blue	<input type="checkbox"/> Yellow	
___	N710142	Director Stool .....	115.50	127.05	150.15	_____
___	N71042	Director Chair .....	107.30	118.05	139.50	_____
___	N710998	Custom Imprinting/Director .....			Call for Quote	_____

<b>Pages 3 &amp; 4</b>						
___	N71048	Gray Gaslift Stool w/Arms .	229.05	251.95	297.75	_____
___	N71047	Gray Gaslift Stool .....	203.15	223.45	264.10	_____
___	N71046	Gray Gaslift Chair w/Arms ..	175.80	193.40	228.55	_____
___	N71045	Gray Gaslift Chair .....	148.50	163.35	193.05	_____
___	N71044	Executive Chair .....	240.40	264.45	312.50	_____
___	N71041	Bugle Base Chair .....	125.80	138.40	163.55	_____
		<input type="checkbox"/> Black Tweed <input type="checkbox"/> Blue Tweed				

___	N71088	Black Diamond Stool .....	138.75	152.65	180.40	_____
___	N71089	Black Diamond Side Chair..	99.35	109.30	129.15	_____
___	N71090	Black Diamond Arm Chair..	116.05	127.65	150.85	_____
___	C210108	Limerick® Chair..... by Herman Miller	52.75	58.05	68.60	_____
___	C210112	Casey Padded Stool .....	87.85	96.65	114.20	_____
		<input type="checkbox"/> Black <input type="checkbox"/> Gray				

<b>LOUNGE SEATING</b> Pages 5 & 6						
___	N73091	Signature Loveseat .....	574.85	632.35	747.30	_____
___	N71093	Signature Chair .....	336.35	370.00	437.25	_____

<b>Kennedy Sectional Series</b>						
		<input type="checkbox"/> Black Tweed	<input type="checkbox"/> Blue Tweed			
___	N730313	Kennedy Sofa - 3 piece .....	548.30	603.15	712.80	_____
___	N730213	Kennedy Loveseat - 2 piece	365.65	402.20	475.35	_____
___	N73013	Kennedy Corner Section ....	182.75	201.05	237.60	_____
___	N73014	Kennedy Center Section ...	182.75	201.05	237.60	_____

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
<b>TABLES</b> Pages 7 & 8						
___	N72026	Cherry Cocktail Table.....	151.55	166.70	197.00	_____
___	N72027	Cherry End Table.....	124.15	136.55	161.40	_____
___	N72028	Metro Slate Cocktail Table.....	140.15	154.15	182.20	_____
___	N72029	Metro Slate End Table.....	127.75	140.55	166.10	_____
___	C115103	Studio Black Cocktail Table....	97.55	107.30	126.80	_____
___	C115104	Studio Black End Table.....	71.00	78.10	92.30	_____
___	N72015	Glass Conference Table.....	168.45	185.30	219.00	_____
		<input type="checkbox"/> Black <input type="checkbox"/> Chrome				
___	N72065	Bugle Base Table/White .....	194.80	214.30	253.25	_____

<b>Pedestal Tables - SoHo Series</b>						
___	N72066	Black-top Mini 18"W x 18"H ....	133.15	146.45	173.10	_____
___	N72069	Black-top Cafe 24"W x 30"H ...	169.05	185.95	219.75	_____
___	N72070	Black-top Bistro 24"W x 42"H	213.70	235.05	277.80	_____
___	N72067	Black-top Café Table 36"x30".	169.05	185.95	219.75	_____
___	N72068	Black-top Bistro 36"W x 42"H ..	222.40	244.65	289.10	_____

<b>Pedestal Tables - Chelsea Series - Butcher Block Top</b>						
___	N72063	Café Table 30"W x 30"H .....	154.10	169.50	200.35	_____
___	N72064	Café Table 36"W x 30"H .....	154.10	169.50	200.35	_____
___	N720163	Bistro Table 30"W x 42"H .....	196.40	216.05	255.30	_____
___	N720164	Bistro Table 36"W x 42"H .....	196.40	216.05	255.30	_____

<b>OFFICE FURNITURE</b> Pages 9 & 10						
___	N72093	Milano Table/Blonde Top .....	333.65	367.00	433.75	_____
___	N72092	Milano Table/Black Top .....	333.65	367.00	433.75	_____
___	N72094	Luna Table/Black Top .....	487.05	535.75	633.15	_____
___	N720191	Hemingway Writing Table .....	331.25	364.40	430.65	_____
___	N74061	Cherry Desk 5' .....	431.15	474.25	560.50	_____
___	N74065	Cherry Bookcase .....	169.40	186.35	220.20	_____
___	N74064	Cherry Credenza .....	334.20	367.60	434.45	_____
___	N74071	Oak Desk 5' .....	431.15	474.25	560.50	_____
___	N74075	Oak Bookcase .....	169.40	186.35	220.20	_____
___	N74074	Oak Credenza .....	334.20	367.60	434.45	_____

<b>OFFICE FURNITURE</b> Pages 11 & 12						
___	N72056	Display Counter.....	363.15	399.45	472.10	_____
___	N75079	Orion Computer Kiosk.....	328.00	360.80	426.40	_____
___	N75030	Black Display Cube/Small.....	172.45	189.70	224.20	_____
___	N75031	Black Display Cube/Medium....	187.50	206.25	243.75	_____
___	N75032	Black Display/Large.....	222.65	244.90	289.45	_____

Remember to select a color for items  
with checkboxes. A color will be  
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**TMS ANNUAL MEETING & EXHIBITION / MARCH 11 - 15, 2012**

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**FURNISHINGS**

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
<b>DISPLAY FURNITURE</b>						
Pages 11 & 12 (continued)						

<b>Display Cylinders</b>						
___	N75020	Black Display Cylinder/Low.	150.80	165.90	196.05	___
___	N75021	Black Display Cylinder/Med.	177.05	194.75	230.15	___
___	N75022	Black Display Cylinder/Lg....	203.75	224.15	264.90	___

<b>Draped Tables - Tables are 24" wide</b>						
<input type="checkbox"/> Black <input type="checkbox"/> Blue <input type="checkbox"/> Burgundy <input type="checkbox"/> Dark Green <input type="checkbox"/> Gold <input type="checkbox"/> Gray <input type="checkbox"/> Plum <input type="checkbox"/> Red <input type="checkbox"/> Teal <input type="checkbox"/> White						
___	C130330	Draped Table 3'L x 30"H....	N/A	N/A	N/A	___
___	C130430	Draped Table 4'L x 30"H....	107.80	118.60	140.15	___
___	C130630	Draped Table 6'L x 30"H....	136.30	149.95	177.20	___
___	C130830	Draped Table 8'L x 30"H....	169.45	186.40	220.30	___
___	C1240463	4th Side Drape 6'L x 30"H...	22.50	24.75	29.25	___
___	C1240483	4th Side Drape 8'L x 30"H...	22.50	24.75	29.25	___
___	C130342	Draped Counter 3'L x 42"H.	N/A	N/A	N/A	___
___	C130442	Draped Counter 4'L x 42"H.	137.50	151.25	178.75	___
___	C130642	Draped Counter 6'L x 42"H.	165.30	181.85	214.90	___
___	C130842	Draped Counter 8'L x 42"H.	199.60	219.55	259.50	___
___	C1240464	4th Side Drape 6'L x 42"H...	22.50	24.75	29.25	___
___	C1240484	4th Side Drape 8'L x 42"H...	22.50	24.75	29.25	___

<b>Undraped Tables - Tables are 24" wide</b>						
___	C131330	Undraped Table 3'L x 30"H..	N/A	N/A	N/A	___
___	C131430	Undraped Table 4'L x 30"H..	38.85	42.75	50.50	___
___	C131630	Undraped Table 6'L x 30"H..	50.70	55.75	65.90	___
___	C131830	Undraped Table 8'L x 30"H..	63.10	69.40	82.05	___
___	C131342	Undraped Counter 3'Lx42"H	N/A	N/A	N/A	___
___	C131442	Undraped Counter 4'Lx42"H	67.25	74.00	87.45	___
___	C131642	Undraped Counter 6'Lx42"H	80.35	88.40	104.45	___
___	C131842	Undraped Counter 8'Lx42"H	92.10	101.30	119.75	___

<b>Table Top Risers</b>						
___	C150410	Single Step Riser 4'L x 7"H	38.25	42.10	49.75	___
___	C150610	Single Step Riser 6'L x 7"H	70.55	77.60	91.70	___
___	C150810	Single Step Riser 8'L x 7"H	74.40	81.85	96.70	___
___	C150414	Single Step Riser 4'L x14"H	N/A	N/A	N/A	___
___	C150614	Single Step Riser 6'L x14"H	N/A	N/A	N/A	___
___	C150814	Single Step Riser 8'L x14"H	N/A	N/A	N/A	___
___	C150420	Double Step Riser 4'L .....	N/A	N/A	N/A	___
___	C150620	Double Step Riser 6'L .....	N/A	N/A	N/A	___
___	C150820	Double Step Riser 8'L .....	N/A	N/A	N/A	___

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
<b>ACCESSORIES</b>						
Pages 13 & 14						

___	C220121	Chrome Stanchion w/belt ..	76.05	83.65	98.85	___
___	C220118	Chrome Sign Holder .....	76.05	83.65	98.85	___
___	N750135	Round Literature Rack .....	157.90	173.70	205.25	___
___	N750136	Flat Literature Rack .....	134.80	148.30	175.25	___
___	C220109	Chrome Coat Tree .....	50.70	55.75	65.90	___
___	C220134	Chrome Easel .....	32.45	35.70	42.20	___
___	C220110	Chrome Bag Rack .....	77.55	85.30	100.80	___
___	N75053	Black Trash Receptacle .....	77.55	85.30	100.80	___
___	N75054	Aluminum Trash Receptacle	77.55	85.30	100.80	___
___	220107	Wastebasket .....	18.60	20.45	24.20	___
___	220106	Corrugated Wastebasket....	13.90	15.30	18.05	___
___	N75057	Small Refrigerator .....	332.90	366.20	432.75	___
___	N75052	Black Table Lamp .....	89.50	98.45	116.35	___
___	N74082	File Cabinet/2 Drawer .....	98.95	108.85	128.65	___
___	N74081	File Cabinet/4 Drawer .....	127.75	140.55	166.10	___
___	10201484	Bulletin Board .....	185.50	204.05	241.15	___

<b>Special Drape</b>						
<input type="checkbox"/> Black <input type="checkbox"/> Blue <input type="checkbox"/> Burgundy <input type="checkbox"/> Dark Green <input type="checkbox"/> Gold <input type="checkbox"/> Gray <input type="checkbox"/> Plum <input type="checkbox"/> Red <input type="checkbox"/> Teal <input type="checkbox"/> White						
___	12103	Special Drape 3'H (per ft.) ..	16.35	18.00	21.25	___
___	12108	Special Drape 8'H (per ft.) ...	20.30	22.35	26.40	___

<b>TOTAL COST</b>		
_____	+	_____ = _____
Sub-Total		6.5 % Tax Total Cost

Remember to select a color for items with checkboxes. A color will be selected for you if not indicated.

**FREEMAN furnishing essentials**

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# SELECT furnishings

## seating

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



**barcelona chair**  
*Black Leather*  
30"L 31"D 35"H – 8102



**lisbon group**  
*Black Leather*

**sofa**  
88"L 36"D 34"H – 8302

**loveseat**  
64"L 36"D 34"H – 8303

**chair**  
40"L 36"D 34"H – 81011



**barcelona chair**  
*White Leather*  
30"L 31"D 35"H – 810816

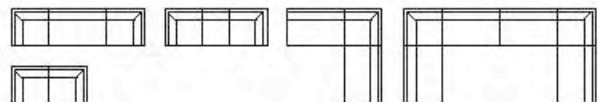
### newport group

*Charcoal Leather*  
Sectional composed of one loveseat, one armless chair and one corner chair  
112"L 34"D 33"

**loveseat**  
54"L 34"D 33"H – 8308

**armless chair**  
24"L 34"D 33"H – 8109

**corner chair**  
34"L 34"D 33"H – 81010



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

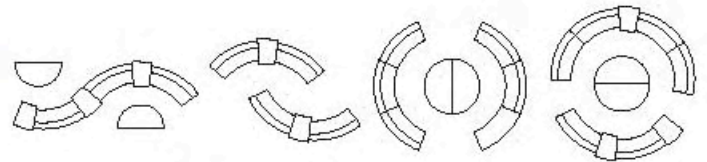




**south beach group**  
*Platinum Suede*  
Sectional composed of two sofas and one ottoman  
152"L 40"D 33"H

**sofa**  
69"L 29"D 33"H - 8301

**ottoman**  
25"L 31"D 18"H - 8151



**key west group**  
*Black*

**sofa**  
85"L 35"D 33"H - 8306

**loveseat**  
57"L 35"D 33"H - 8307





**astro group**  
*Beige Suede*

**sofa**  
83"L 36"D 29"H - 83063  
**chair**  
36"L 36"D 29"H - 810809



**sydney table**  
48"L 24"D 18"H - 82052  
**sydney end table**  
27"L 23"D 22"H - 82054



**rio group**  
*Blue Suede*

**sofa**  
76"L 34"D 33"H - 8305  
**chair**  
39"L 34"D 33"H - 81014



**inspiration table**  
42"L 28"D 18"H - 82022  
**inspiration end table**  
24"L 28"D 22"H - 82023



**marrakesh group**  
*Beige*

**sofa**  
84"L 37"D 34"H - 83062  
**chair**  
34"L 37"D 38"H - 810808



**memphis group**  
*Black*

**sofa (compact)**  
55"L 31"D 28"H - 83064  
**chair**  
27.25"L 31.75"D 27.5"H - 810812



# casual seating

For a great variety of informal, modern seating options, look no further. Here you will find chairs, sofas, stools, ottomans – even sophisticated bar sets – that will turn any exhibit into a destination.



**t-vac chair**  
*Translucent/Chrome*  
25"L 23"D 30"H – 8101

## square ottoman

*Black Leather – 8154*  
*White Leather – 8152*  
40"L 40"D 17"H



## bench ottoman

*Black Leather – 8155*  
*White Leather – 8153*  
24"L 60"D 17"H



## half round ottoman

*Black Leather – 81513*  
*White Leather – 81514*  
6'L 3'D 17"H



## circle ottoman

*Black/White Leather*  
6"L 6"D 17"H



## cube

*Blueberry – 8157*  
*Raspberry – 8159*  
*Lemon – 81510*  
*Natural – 81511*  
*Black Leather – 81512*  
17"L 17"D 18"H



## globus occasional chair

*White Vinyl – 810817*  
28"L 26"D 28"H





**cappuccino chair**

*Chocolate*  
29"L 29"D 34"H - 8104



**tub chair**

*Black*  
31"L 31"D 31"H - 8103



**berlin stack chair**

*White/Red - 810811*  
*White/Black - 810810*  
18"L 22"D 32"H



**stage chair**

*Onyx - 8105*  
*Camel - 8106*  
*Beige - 8107*  
*Red - 8108*  
24"L 26"D 36"H







**panton chair**  
*White* - 81017  
20"L 24"D 33"H

**ICE side chair**

*Transparent/Chrome*  
17.25"L 20"D 32"H - 810814



**new york chair**

*Onyx Seat/Maple Back/Chrome Legs*  
23"L 32"D 33"H - 81090



**iso mesh pull-up chair**

*Black*  
26"L 24"D 38"H - 810707



**berlin stack chair**

*Red/White* - 810811  
*Black/White* - 810810  
18"L 22"D 32"H



**manhattan chair**

*Oyster*  
26"L 22"D 34"H - 810110





**flex chair**  
*With Wheels*  
24"L 22"D 31"H - 81018



**tilt executive chair**  
*With Arms, Onyx/Black*  
26"L 25"D 34"H - 81075



**altura conference/  
guest chair**  
*Black Crepe*  
25"L 20"D 34"H - 81063



**luxor executive chair**  
*High Back, Black Leather*  
27"L 28"D 47"H - 810807  
Adjustable



**otto highback chair**  
*High Back Exec.*  
23"L 21"D 43"H - 810813



**altura junior executive chair**  
*Mid Back, Black Crepe*  
25"L 25"D 37"H - 81073  
Adjustable



**ohio barstool**  
 Gray/Chrome – 810100  
 Red/Chrome – 810101  
 Black/Chrome – 810102  
 18" Round 31"H Adjustable



**circle martini bar**  
 Composed of three martini bars  
 208.5"L 102"D 139.5"H



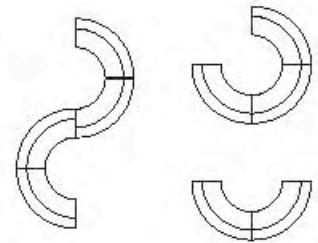
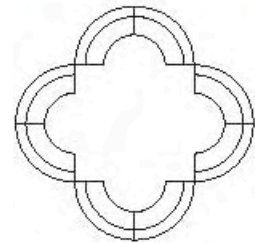
**banana barstool**  
 White/Chrome – 810103  
 Black/Chrome – 810104  
 21"L 22"D 30"H



**martini bar**  
 69.5"L 34"D 46.5"H Radius 50" – 8501



**ICE barstool**  
 Transparent/Chrome  
 16.75"L 16"D 37.75"H – 810815



**gin barstool**  
 Maple/Chrome  
 16"L 16"D 29"H – 810505



**jetson chair**  
 Black  
 19"L 18"D 31"H – 810702  
**jetson barstool**  
 Black  
 18"L 19"D 29"H – 810706



**oslo barstool**  
 Blue – 810200  
 White – 810201  
 17"L 20"D 30"H

Tables in coordinating colors are available upon request.



# tables

What Freeman always brings to the table is professionalism, and nothing says more about your space than your surfaces and tabletops. Choose from modern glass tops, traditional wood end tables and more.



**manhattan table**  
42" Round 29"H - 82033



**geo conference table**  
Black - 82041  
Chrome - 82051  
60"L 36"D 29"H



**silverado end table**  
24" Round 22"H - 82015



**silverado table**  
36" Round 17"H - 82014

**geo end table**  
Black - 82025  
Chrome - 82035  
26"L 26"D 20"H



**geo coffee table**  
Black - 82024  
Chrome - 82034  
50"L 22"D 16"H



**sydney end table**  
Black - 82054  
White - 82055  
27"L 23"D 22"H



**sydney table**  
Black - 82052  
White - 82053  
48"L 24"D 18"H



**etagere**  
*Black* - 850604  
*Pewter* - 850605  
 30"L 16"D 70"H



**locking door pedestal**  
*Black*  
 24"L 24"D 42"H - 85078



**refrigerator\***  
*White*  
 14.0 cubic feet  
 20"L 30"D 65"H - 8503001

# lighting

Make your exhibit shine – literally – with our outstanding selection of lamps. From modern to classic styles, choose the perfect one to light up your environment.



a.

**a. floor lamp\***  
*Pewter*  
 58"H - 850704



b.

**b. lumalight lamp\***  
*Red* - 850701  
*White* - 850702  
*Orange* - 850703  
 15"L 13"D 90"H



c.

**c. parisian lamp\***  
*Pewter*  
 28"H - 850705

\*Electrical power must be ordered separately.

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

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

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

For Assistance, please call **(407) 816-7900** to speak with one of our experts.

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**SEATING**  
Pages 1 & 2

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
<b>Lisbon Group - Black leather</b>						
___	8302	Sofa .....	555.55	611.10	722.20	
___	8303	Loveseat .....	500.30	550.35	650.40	
___	81011	Chair .....	372.60	409.85	484.40	

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
<b>Chairs</b>						
___	8102	Barcelona (black leather).....	609.55	670.50	792.40	
___	810816	Barcelona (white leather).....	609.55	670.50	792.40	

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
<b>Newport Group - Charcoal leather</b>						
___	8308	Loveseat .....	506.05	556.65	657.85	
___	8109	Armless Chair .....	286.35	315.00	372.25	
___	81010	Corner Chair .....	335.85	369.45	436.60	

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
<b>South Beach Group - Platinum suede</b>						
___	8301	Sofa .....	487.60	536.35	633.90	
___	8151	Ottoman .....	213.95	235.35	278.15	

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
<b>Key West Group - Black</b>						
___	8306	Sofa .....	439.35	483.30	571.15	
___	8307	Loveseat .....	396.80	436.50	515.85	

**Pages 3 & 4**

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
<b>Astro Group - Beige suede</b>						
___	83063	Sofa .....	517.55	569.30	672.80	
___	810809	Chair .....	342.80	377.10	445.65	
___	82052	Sydney Cocktail Table (black)	217.80	239.60	283.15	
___	82054	Sydney End Table (black).....	180.25	198.30	234.35	

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
<b>Rio Group - Blue suede</b>						
___	8305	Sofa .....	452.00	497.20	587.60	
___	81014	Chair .....	325.50	358.05	423.15	
___	82022	Inspiration Table .....	238.05	261.85	309.45	
___	82023	Inspiration End Table .....	225.40	247.95	293.00	

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
<b>Marrakesh Group - Beige</b>						
___	83062	Sofa .....	463.50	509.85	602.55	
___	810808	Chair.....	328.95	361.85	427.65	

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
<b>Memphis Group - Black</b>						
___	83064	Sofa .....	465.60	512.15	605.30	
___	810812	Chair.....	333.95	367.35	434.15	

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
<b>Chairs</b>						
___	8101	T-Vac (translucent/chrome)....	238.05	261.85	309.45	
___	810819	Globus Occasional (white).....	316.30	347.95	411.20	

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
<b>Ottomans</b>						
___	8154	Square (black leather) .....	243.85	268.25	317.00	
___	8152	Square (white leather) .....	243.85	268.25	317.00	
___	8155	Bench (black leather) .....	293.30	322.65	381.30	
___	8153	Bench (white leather) .....	293.30	322.65	381.30	
___	81513	Half Round (black leather).....	304.85	335.35	396.30	
___	81514	Half Round (white leather) .....	304.85	335.35	396.30	

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
<b>Cubes</b>						
___	8157	Blueberry .....	85.10	93.60	110.65	
___	8159	Raspberry .....	85.10	93.60	110.65	
___	81510	Lemon .....	85.10	93.60	110.65	
___	81511	Natural .....	N/A	N/A	N/A	
___	81512	Black Leather .....	85.10	93.60	110.65	

**Pages 5 & 6**

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
<b>Chairs</b>						
___	8104	Cappucino Chair .....	243.85	268.25	317.00	
___	8105	Stage Chair (onyx) .....	140.30	154.35	182.40	
___	8106	Stage Chair (camel) .....	140.30	154.35	182.40	
___	8107	Stage Chair (beige) .....	N/A	N/A	N/A	
___	8108	Stage Chair (red) .....	140.30	154.35	182.40	
___	8103	Tub Chair (black) .....	304.85	335.35	396.30	

**SEATING (continued)**  
Pages 5 & 6

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
<b>Chairs (continued)</b>						
___	810810	Berlin Stack Chair (black/white)	81.85	90.05	106.40	
___	810811	Berlin Stack Chair (red/white)..	81.85	90.05	106.40	
___	81017	Panton Chair (white) .....	146.10	160.70	189.95	
___	810814	ICE Side Chair (transparent)....	159.25	175.20	207.05	
___	81090	New York Chair .....	143.75	158.15	186.90	
___	810707	ISO Mesh Pull-up Chair .....	232.35	255.60	302.05	
___	810110	Manhattan Chair (oyster).....	169.05	185.95	219.75	

**Pages 7 & 8**

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
<b>Chairs (continued)</b>						
___	81018	Flex Chair w/ wheels .....	119.60	131.55	155.50	
___	81075	Tilt Executive Chair .....	238.05	261.85	309.45	
___	810807	Luxor Executive Chair .....	323.25	355.60	420.25	
___	81063	Altura Conf/Guest Chair .....	243.85	268.25	317.00	
___	81073	Altura Jr Exec Chair/mid back..	267.95	294.75	348.35	
___	810813	Otto Highback Chair.....	333.95	367.35	434.15	
___	810702	Jetson Chair (black) .....	143.75	158.15	186.90	

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
<b>Barstools &amp; Bar</b>						
___	810100	Ohio Barstool (gray) .....	133.45	146.80	173.50	
___	810101	Ohio Barstool (red) .....	133.45	146.80	173.50	
___	810102	Ohio Barstool (black) .....	133.45	146.80	173.50	
___	810103	Banana Barstool (white) .....	144.95	159.45	188.45	
___	810104	Banana Barstool (black) .....	144.95	159.45	188.45	
___	810815	ICE Barstool (transparent).....	170.35	187.40	221.45	
___	810505	Gin Barstool (maple) .....	127.65	140.40	165.95	
___	810706	Jetson Barstool (black) .....	201.25	221.40	261.65	
___	810200	Oslo Barstool (blue) .....	182.85	201.15	237.70	
___	810201	Oslo Barstool (white) .....	182.85	201.15	237.70	
___	8501	Martini Bar.....	1,067.35	1,174.10	1,387.55	

**TABLES, LIGHTING & MORE**  
Pages 9 & 10

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
<b>Tables</b>						
___	82033	Manhattan Table 29"H .....	233.45	256.80	303.50	
___	82015	Silverado End Table 22" H .....	195.50	215.05	254.15	
___	82014	Silverado Table 17"H .....	206.95	227.65	269.05	
___	82041	Geo Conf Table (black) .....	328.95	361.85	427.65	
___	82051	Geo Conf Table (chrome) .....	328.95	361.85	427.65	
___	82025	Geo End Table (black) .....	177.05	194.75	230.15	
___	82035	Geo End Table (chrome) .....	177.05	194.75	230.15	
___	82024	Geo Coffee Table (black) .....	195.50	215.05	254.15	
___	82034	Geo Coffee Table (chrome)....	195.50	215.05	254.15	
___	82054	Sydney End Table (black).....	180.25	198.30	234.35	
___	82055	Sydney End Table (white).....	180.25	198.30	234.35	
___	82052	Sydney Cocktail Table (black)..	217.80	239.60	283.15	
___	82053	Sydney Cocktail Table (white)..	217.80	239.60	283.15	

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
<b>Miscellaneous</b>						
___	850604	Etagere (black) .....	241.50	265.65	313.95	
___	850605	Etagere (pewter) .....	241.50	265.65	313.95	
___	85078	Locking Door Pedestal .....	360.00	396.00	468.00	
___	8503001	Refrigerator 14 cu. ft. (white)...	603.85	664.25	785.00	

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
<b>Lighting</b>						
___	850704	Floor Lamp 58"H (pewter) .....	119.60	131.55	155.50	
___	850701	Lumalight Lamp (red) .....	243.85	268.25	317.00	
___	850702	Lumalight Lamp (white) .....	243.85	268.25	317.00	
___	850703	Lumalight Lamp (orange).....	243.85	268.25	317.00	
___	850705	Parisian Lamp 28"H (pewter)..	116.15	127.75	151.00	

**TOTAL COST**

Sub-Total	+	6.5% Tax	=	Total Cost
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FreemanOrlandoES@freemanco.com

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DEADLINE DATE  
FEBRUARY 24, 2012**

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NAME OF SHOW: **TMS ANNUAL MEETING & EXHIBITION / MARCH 11 - 15, 2012**

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

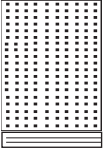
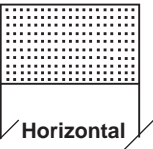
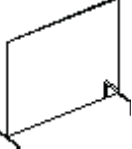
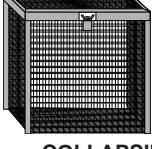

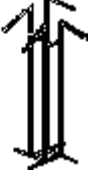
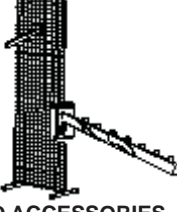


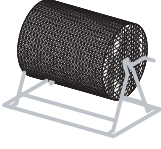
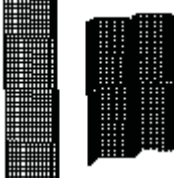

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## ACCESSORIES

 <b>Vertical</b> <b>PERFBOARD - SINGLE SIDED</b>	 <b>Horizontal</b> <b>PERFBOARD - SINGLE SIDED</b>	 <b>CHROME GARMENT RACK</b>	 <b>COLLAPSIBLE SECURITY CONTAINER</b>
 <b>2 WAY STRAIGHT ARM</b>	 <b>4 WAY SLANT ARM</b>	 <b>GRID ACCESSORIES</b>	 <b>GRID LEGS</b>
 <b>PERFBOARD HOOKS AND ACCESSORIES</b>	 <b>TICKET TUMBLER</b>	 <b>2' x 8' GRID PANELS</b>	 <b>4 WAY CONNECTORS</b>

Qty	Part #	Description	Online Special	Discount Price	Standard Price	Total
<b>PERFBOARD / BULLETIN BOARDS</b>						
___	10201180	1M x 8'H Single Side-Vert....	<b>\$185.50</b>	204.05	241.15	___
___	10201182	1/2M x 8'H Single Side-Vert...	<b>\$109.75</b>	120.75	142.70	___
___	10201482	4' x 8' Double Sided-Hor...	<b>\$185.50</b>	204.05	241.15	___
___	10201484	Bulletin Board.....	<b>\$185.50</b>	204.05	241.15	___
___	10202	Loop Hook per dozen.....	<b>\$7.55</b>	8.30	9.80	___
___	10203	Single Hook per dozen.....	<b>\$16.30</b>	17.95	21.20	___
___	10204	Double Hook per dozen.....	<b>\$7.55</b>	8.30	9.80	___
<b>GRIDS</b>						
___	103028	Chrome Grid.....	<b>\$86.50</b>	95.15	112.45	___
___	103010	Black Grid.....	<b>\$86.50</b>	95.15	112.45	___
___	103029	Grid Legs - Chrome.....	<b>\$33.25</b>	36.60	43.25	___
___	103029	Grid Legs - Black.....	<b>\$33.25</b>	36.60	43.25	___
___	103030	Grid Connectors.....	<b>\$10.85</b>	11.95	14.10	___

Qty	Part #	Description	Online Special	Discount Price	Standard Price	Total
<b>GRIDS (continued)</b>						
___	10307	7-Ball Waterfall.....	<b>\$15.60</b>	17.15	20.30	___
___	10403	2-way Straight Arm.....	<b>\$110.20</b>	121.20	143.25	___
___	10402	2-way Slant Arm.....	<b>\$110.20</b>	121.20	143.25	___
___	10404	4-way Slant Arm.....	<b>\$142.10</b>	156.30	184.75	___
<b>ACCESSORIES</b>						
___	10405	Garment Rack.....	<b>\$56.80</b>	62.50	73.85	___
___	15905	Fish Bowl.....	<b>\$31.65</b>	34.80	41.15	___
___	6605	40 Gallon Trash Receptacle	<b>\$124.05</b>	136.45	161.25	___
___	159011	Ticket Tumbler - Small.....	<b>\$71.75</b>	78.95	93.30	___
___	159020	Ballot Box 12"x12" square....	<b>\$55.65</b>	61.20	72.35	___
___	159021	Ballot Box 18"x18" square....	<b>\$70.50</b>	77.55	91.65	___
___	15104	Pad Lock.....	<b>\$45.90</b>	50.50	59.65	___
___	151010	Collapsible Security Contr. ...	<b>\$228.30</b>	251.15	296.80	___

<b>TOTAL COST</b>		
Sub-Total	+ Tax (6.5)	= TOTAL

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# carpet

When it comes to making your exhibit stand out on the show floor, we have you covered. Freeman offers superior carpet options designed to fit the requirements of your exhibit space. With classic, custom or prestige carpet available to suit your needs. Freeman has endless carpet options to choose from. Here are some facts about our first-rate carpet services:

- Freeman uses only colorfast carpet, making it a consistent, matching shade every time
- Freeman employees supervise the laying of your carpet
- To ensure quality, we thoroughly inspect each refurbished carpet
- All of our carpet padding has recently been upgraded to above industry standards

Freeman Prestige Carpet combines plush comfort with durable soil and stain resistance, perfect for high-traffic areas. Six popular colors are available in a luxurious 40-ounce weight, and all 15 designer colors are available in a 28-ounce weight. Freeman Prestige Carpet packages include brand-new, 10-foot-wide carpet, delivery, visqueen covering, installation, carpet tape, carpet removal and all carpet material handling fees. Price includes environmentally friendly disposal of carpet after usage. Foam padding is available for a minimal fee. If you have a large order, call to find out about our extra discounts.

## prestige CARPET

### custom options

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



*white\**



*sea breeze\**



*gray pearl\**



*charcoal\**



*black\**



*navy\**



*wedgewood*



*toast*



*cream*



*baywater*



*pine*



*cabernet*



*raspberry*



*peach*



*cardinal*

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

*Actual colors may vary slightly.*

### questions?

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



# classic CARPET

## custom cut

Freeman Classic Carpet is available in a range of colors and includes delivery, visqueen covering, installation, carpet tape, carpet removal and all carpet material handling fees. Foam padding is available for a minimal fee. If you have a large order, call to find out about our extra discounts.

## standard cut

Our Classic Carpet comes in a variety of sizes: 9' x 10', 9' x 20', 9' x 30', 9' x 40' and larger. Prices include delivery, installation, carpet tape, carpet removal and all carpet material handling fees. Foam padding and visqueen covering are available for a small surcharge. As always, there are no hidden fees.



*gray*



*tuxedo*



*blue*



*black*



*red*



*plum*



*green*



*teal*



*burgundy*

*Actual colors may vary slightly.*

## questions?

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

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- For FREE samples or a quote on **orders over 1200 sq. ft.** please call our Exhibitor Sales Department at (407) 816-7900.
- **Orders received after the deadline or without payment will be charged the Standard Price and are subject to availability.**
- **Prestige and Custom Cut Classic Carpet are subject to a 100% Cancellation Charge.**
- **No MATERIAL HANDLING charges apply.** Rental prices are for the duration of the show and include delivery to and removal from your booth space.

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## PRESTIGE CARPET - includes plastic covering, delivery, material handling, installation and removal\*\*

- Guaranteed new, high quality carpet available in a variety of designer colors.

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

- Black  Charcoal  Gray Pearl  Navy  Sea Breeze  White

40 oz. Carpet Rental -	Price per sq. ft. (100 sq. ft. minimum)	Online Price	Discount Price	Standard Price	Total
1 - 700 sq. ft. Booth Size: _____ x _____ = _____ sq. ft. @		\$ 3.35	\$ 3.70	\$ 4.35	_____
701 - 1200 sq. ft. Booth Size: _____ x _____ = _____ sq. ft. @		\$ 3.10	\$ 3.40	\$ 4.05	_____

### CHOOSE YOUR CARPET COLOR - 28 oz. Carpet:

- Baywater  Cardinal  Gray Pearl  Pine  Toast  
 Black  Charcoal  Navy  Raspberry  Wedgewood  
 Cabernet  Cream  Peach  Sea Breeze  White

28 oz. Carpet Rental -	Price per sq. ft. (100 sq. ft. minimum)	Online Price	Discount Price	Standard Price	Total
1 - 700 sq. ft. Booth Size: _____ x _____ = _____ sq. ft. @		\$ 2.95	\$ 3.25	\$ 3.85	_____
701 - 1200 sq. ft. Booth Size: _____ x _____ = _____ sq. ft. @		\$ 2.60	\$ 2.85	\$ 3.40	_____

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

- Our Custom Cut Classic Carpeting is available in custom cut sizes, and in a variety of standard colors.

### CHOOSE YOUR CARPET COLOR:

- Black  Blue  Burgundy  Gray  Green  Plum  Red  Teal  Tuxedo

Rental - Price per square foot (100 sq. ft. minimum)	Online Price	Discount Price	Standard Price	Total
16 oz. Carpet Rental Per sq. ft. Booth Size: _____ x _____ = _____ sq. ft. @	\$ 2.25	\$ 2.50	\$ 2.95	_____

## CLASSIC CARPET - includes delivery, material handling, installation and removal\*\*

- Our 16 oz. Classic Carpeting is available in a variety of standard colors in the following standard sizes.

### CHOOSE YOUR CARPET COLOR:

- Black  Blue  Burgundy  Gray  Green  Plum  Red  Teal  Tuxedo

Qty	Description	Online Price	Discount Price	Standard Price	Total
_____	9' x 10' Classic Carpet .....	\$ 155.20	\$ 170.70	\$ 201.75	_____
_____	9' x 20' Classic Carpet .....	\$ 310.40	\$ 341.45	\$ 403.50	_____
_____	9' x 30' Classic Carpet .....	\$ 465.60	\$ 512.15	\$ 605.30	_____
_____	9' x 40' Classic Carpet .....	\$ 620.80	\$ 682.90	\$ 807.05	_____

## CARPET PADDING AND PLASTIC COVERING - includes delivery, material handling, installation and removal

- Price is per sq. ft.

Qty	Description	Online Price	Discount Price	Standard Price	Total
_____	Carpet Padding - 1/2" (90 - 700 sq. ft.).....	\$ .65	\$ .70	\$ .85	_____
_____	Carpet Padding - 1/2" (Over 700 sq. ft.).....	\$ .45	\$ .50	\$ .60	_____
_____	Plastic Covering .....	\$ .45	\$ .50	\$ .60	_____

TOTAL COST		
_____	+	_____
Sub- Total		6.5% Tax
_____	=	Total Cost

\*\*All utility lines must be installed before carpet installation. Utilities should be ordered in advance.\*\*

FREEMAN carpet

Take advantage of the Online price  
by ordering at [www.freemanco.com/store](http://www.freemanco.com/store)  
before FEBRUARY 24, 2012



# RENTAL exhibits

Without a doubt, the single most important element in any trade show or exposition is your exhibit. It defines your company's look and image, attracts business and shows off your most important assets. That's why Freeman is committed to providing you with the exhibit that best fits your needs. We have more than 75 years of experience creating custom exhibits for our clients, so it's no wonder we're the premier exposition services experts. We offer five contemporary exhibit systems, plus a vast array of surface options, custom enhancements, graphic design panels and endless available accessories. Our all-inclusive exhibits also cover local delivery, storage, installation, dismantling, needed repairs and carpet cleaning.

Please see the enclosed order form to place your order or contact our Freeman exhibit experts to see what display is right for you.

## system 1

### version a

This basic professional model features our standard metal and comprises one display panel plus a digital graphics-ready space\* for your company's name or logo.

10' x 10'

#1000

10' x 20' (not shown)

#1010



### version b

This professional model features sleek powder-coated metal with matching panels, plus a display table, three panels and digital graphics-ready space\* for your company's name or logo.

10' x 10'

#1020

10' x 20' (not shown)

#1030



### version c (pictured above)

This professional, designer model features digital graphic panels, a choice of powder-coated metal, display table and display counter.

10' x 10'

#1040

10' x 20' (not shown)

#1050

\*For versions A and B, graphic design elements are priced separately and not included with exhibit order.

Note: Electrical service must be ordered separately.

Call customer service at the number listed on Quick Facts.

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

# system 2

## version a

This basic professional model features our standard metal and comprises two display panels plus a digital graphics-ready space\* for your company's name or logo.

10' x 10' (not shown)

#2000

10' x 20'

#2010



## version b

This model features powder-coated metal with matching displays, a free-standing counter plus a digital graphics-ready space\* for your company's name or logo.

10' x 10' (not shown)

#2020

10' x 20'

#2030



## version c (pictured below)

This professional, designer model features digital graphic panels, a choice of powder-coated metal, display table and display counter.

10' x 10' (not shown)

#2040

10' x 20'

#2050



c.

\*For versions A and B, graphic design elements are priced separately and not included with exhibit order.

Note: Electrical service must be ordered separately.



# system 3

## version a

This basic professional model features our standard metal and comprises one display panel plus a digital graphics-ready space\* for your company's name or logo.

10' x 10'

#3000

10' x 20' (not shown)

#3010



## version b

This model features powder-coated metal and includes matching panels, one free-standing counter plus a digital graphics-ready space\* for your company's name, logo, or key visuals.

10' x 10'

#3020

10' x 20' (not shown)

#3030



## version c (pictured below)

This professional, designer model features digital graphic panels, a choice of powder-coated metal, display table and display counter.

10' x 10'

#3040

10' x 20' (not shown)

#3050

\*For versions A and B, graphic design elements are priced separately and not included with exhibit order.

Note: Electrical service must be ordered separately.



# system 4

## version a

This basic professional model features our standard metal and comprises three display panels plus a digital graphics-ready space\* for your company's name or logo.

- 10' x 10'
- #4000
- 10' x 20' (not shown)
- #4010



## version b

This model features powder-coated metal with three matching panels, one free-standing counter, one display table and a digital graphics-ready space\* for your company's name or logo.

- 10' x 10'
- #4020
- 10' x 20' (not shown)
- #4030



## version c (pictured below)

This professional, designer model features digital graphic panels, a choice of powder-coated metal, display table and display counter.

- 10' x 10'
- #4040
- 10' x 20' (not shown)
- #4050

\*For versions A and B, graphic design elements are priced separately and not included with exhibit order.

Note: Electrical service must be ordered separately.



# color OPTIONS

Bring your rental exhibit to life with our eye-catching color options shown below. Version A systems include your choice of Blue, Gray, or Black Fabric or White Hardwall. Versions B and C systems offer a selection of five colors, also shown below. Call the number listed on Quick Facts for samples.

## version a options



## version b & c options



# CUSTOM designs

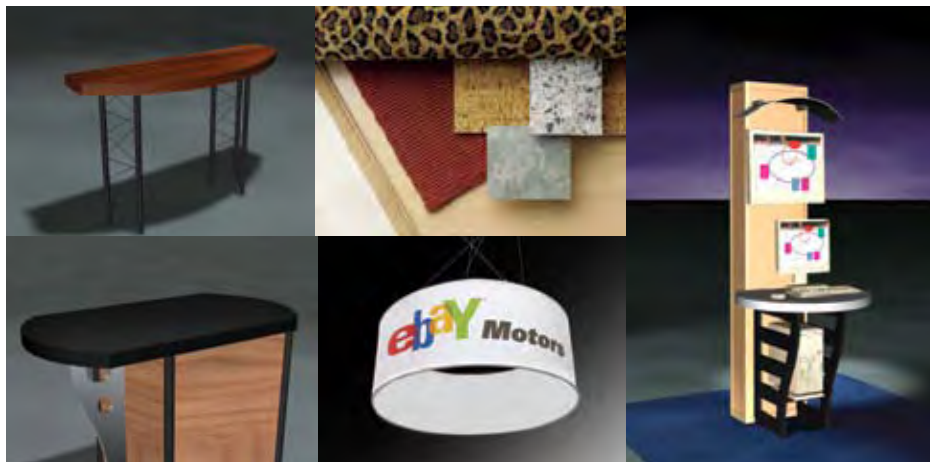
When it comes to planning your exhibit, no one does it better than Freeman. We give you the flexibility to create a custom exhibit with the convenience and affordability of a rental program. Our team of experts will help you bring your exhibit design to life, from the initial concept through final production.



## ENHANCEMENTS & ACCESSORIES

We want your exhibit to be perfect, right down to the last detail. That's why we offer you a wide array of accessories to make your display stand out. Attract attention and communicate important marketing messages with vivid signs, banners and graphics. Graphic resources available to you include four-color, high-resolution digital printing in virtually any size.

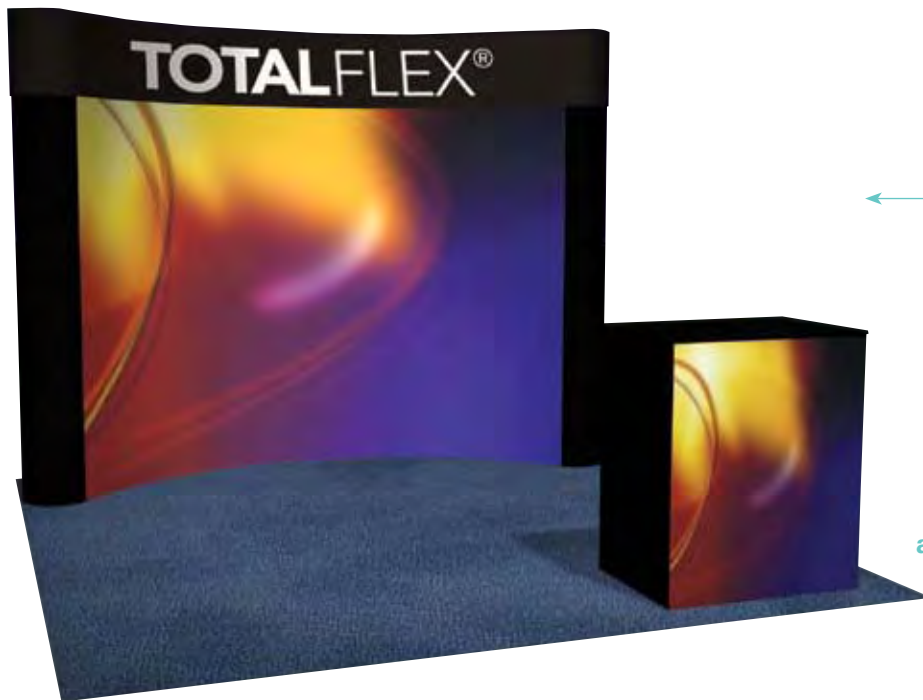
Impress your clients and customers with custom flooring, furniture and lighting that gives your exhibit extra depth and utility. You may also choose to add carpet, tile, hardwood, counters, bars, stools, chairs and computer kiosks for that perfect finishing touch.



# TOTALFLEX<sup>®</sup> BY FREEMAN

Now available to rent or purchase, TotalFlex<sup>®</sup> display provides more options for configuring exhibits to fit your space, budget and vision. It's versatile, lightweight, portable, durable, and needs just minutes and no tools to set up.

- Cases easily convert into a podium.
- Velcro<sup>®</sup> compatible fabric panels available in wide selection of colors.
- Compatible with shelves, lights and other innovative trade show accessories.
- Custom graphics\*, available through Freeman, can dramatically enhance your exhibit's appearance.
- A wide array of sizes and configurations, including tabletops and towers, are available.



a.

### version a

- 8'h x 8'w Floor Standing Unit
- 8'h x 10'w Floor Standing Unit

### version b

- 40"h x 6'w Tabletop Unit
- 40"h x 8'w Tabletop Unit



b.

\*For versions A and B, graphic design elements are priced separately and not included with exhibit order.



# FREEMAN

2200 Consulate Dr  
Orlando, FL 32837  
(407) 816-7900 Fax: (469) 621-5605  
FreemanOrlandoES@freemanco.com

DISCOUNT PRICE  
DEADLINE DATE  
FEBRUARY 24, 2012

INCLUDE THE FREEMAN METHOD OF  
PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **TMS ANNUAL MEETING & EXHIBITION / MARCH 11 - 15, 2012**

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

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

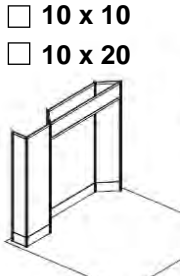
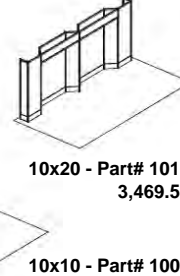
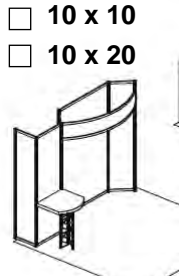
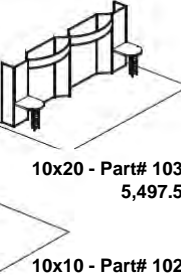
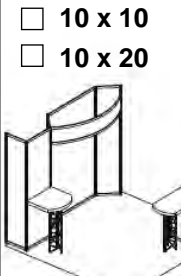
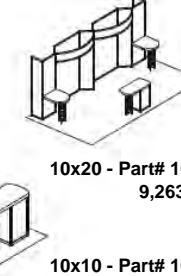
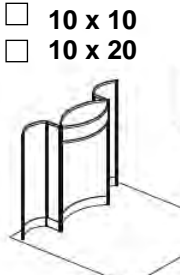
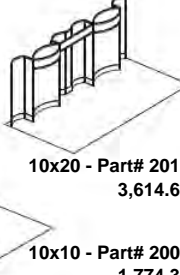
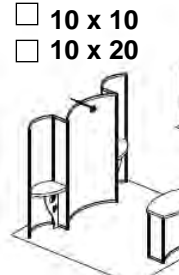

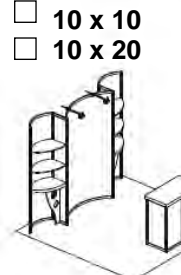
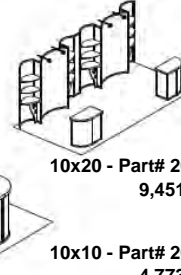
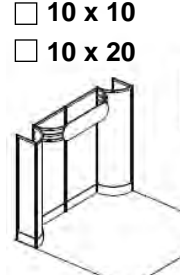
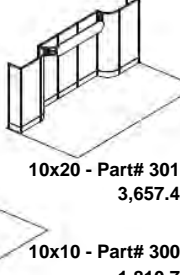
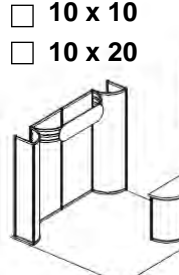

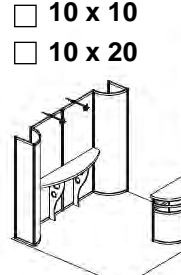
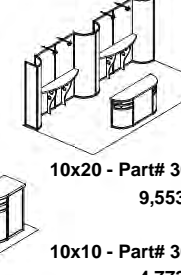
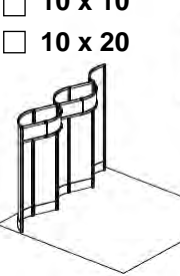

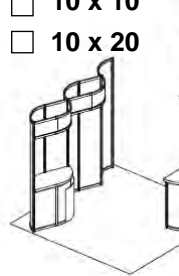
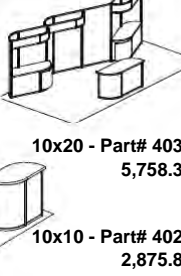
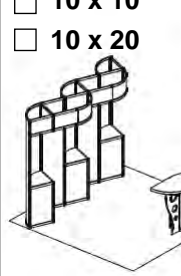
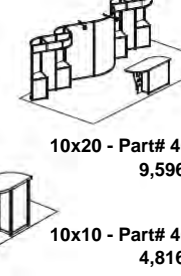
E-MAIL ADDRESS : \_\_\_\_\_

For Assistance please call (407) 816-7900 to speak with one of our experts.

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

All Exhibits Include: Installation & Dismantle of Exhibit  
Material Handling of Exhibit  
Classic Carpet with Nightly Vacuuming  
2 Arm Lights (per 10' unit)

To place your order, please check the appropriate box and complete the reverse side.

	VERSION A	VERSION B	VERSION C
<b>SYSTEM 1 OPTIONS</b>	<input type="checkbox"/> 10 x 10 <input type="checkbox"/> 10 x 20  10x20 - Part# 1010 3,469.50  10x10 - Part# 1000 1,731.25	<input type="checkbox"/> 10 x 10 <input type="checkbox"/> 10 x 20  10x20 - Part# 1030 5,497.55  10x10 - Part# 1020 2,745.35	<input type="checkbox"/> 10 x 10 <input type="checkbox"/> 10 x 20  10x20 - Part# 1050 9,263.45  10x10 - Part# 1040 4,628.50
<b>SYSTEM 2 OPTIONS</b>	<input type="checkbox"/> 10 x 10 <input type="checkbox"/> 10 x 20  10x20 - Part# 2010 3,614.65  10x10 - Part# 2000 1,774.35	<input type="checkbox"/> 10 x 10 <input type="checkbox"/> 10 x 20  10x20 - Part# 2030 5,613.05  10x10 - Part# 2020 2,788.45	<input type="checkbox"/> 10 x 10 <input type="checkbox"/> 10 x 20  10x20 - Part# 2050 9,451.90  10x10 - Part# 2040 4,773.30
<b>SYSTEM 3 OPTIONS</b>	<input type="checkbox"/> 10 x 10 <input type="checkbox"/> 10 x 20  10x20 - Part# 3010 3,657.45  10x10 - Part# 3000 1,810.70	<input type="checkbox"/> 10 x 10 <input type="checkbox"/> 10 x 20  10x20 - Part# 3030 5,642.30  10x10 - Part# 3020 2,817.80	<input type="checkbox"/> 10 x 10 <input type="checkbox"/> 10 x 20  10x20 - Part# 3050 9,553.15  10x10 - Part# 3040 4,773.30
<b>SYSTEM 4 OPTIONS</b>	<input type="checkbox"/> 10 x 10 <input type="checkbox"/> 10 x 20  10x20 - Part# 4010 3,759.20  10x10 - Part# 4000 1,876.30	<input type="checkbox"/> 10 x 10 <input type="checkbox"/> 10 x 20  10x20 - Part# 4030 5,758.30  10x10 - Part# 4020 2,875.80	<input type="checkbox"/> 10 x 10 <input type="checkbox"/> 10 x 20  10x20 - Part# 4050 9,596.35  10x10 - Part# 4040 4,816.15

### CUSTOM EXHIBITS & EXHIBITS LARGER THAN 10 X 20

- An Exhibitor Sales Specialist will contact you to assist in creating a unique exhibit
- \*Electrical power and labor to install lights must be ordered separately
- \*Custom Graphics must be ordered separately

NAME OF SHOW: **TMS ANNUAL MEETING & EXHIBITION / MARCH 11 - 15, 2012**

COMPANY NAME:

BOOTH #:

BOOTH SIZE:

X

CONTACT NAME :

PHONE #:

E-MAIL ADDRESS :

### CHOOSE YOUR PANELS

#### VERSION A

- BLUE FABRIC
- GRAY FABRIC
- BLACK FABRIC
- WHITE HARDWALL

#### VERSIONS B & C (HARDWALL)

- BEIGE
- NAVY
- FOREST GREEN
- WHITE
- BLACK

### CARPET

Our Classic Carpet and nightly vacuuming are included in the price of your Rental Exhibit. Please choose from the following available colors:

- Black
- Gray
- Red
- Blue
- Green
- Teal
- Burgundy
- Plum
- Tuxedo

You may upgrade your carpet to one of our 15 designer colors in our PRESTIGE carpet line. Now available in **28 oz.** and **40 oz.** weight. Refer to our enclosed Carpet order form for color selections and pricing.

### LIGHTING

Each Rental Exhibit includes 2 Arm Lights (per 10' unit). **Note: Electrical power and labor to install lights must be ordered using the electrical order form included in your service manual.**

### QUICK TIPS

- Please see the **Exhibit Accessories** order form, or contact our Exhibitor Sales Specialist to assist in selecting custom accessories for your exhibit.
- Consider ordering floral accessories to enhance your exhibit on the **Floral Services** order form.
- If you are shipping literature or products, material handling rates will apply.
- Order in advance to save time, money and ensure availability. **Orders received after the deadline date or without payment will cost an additional 30% over prices indicated.**
- **Orders cancelled after production begins are subject to a 100% Cancellation Charge.**

05/10 (274223) 4032

### HEADER IDENTIFICATION SIGN

#### VERSIONS A & B

Circle the font style for your header identification sign, and then indicate your color preference.

- CLARENDON MEDIUM
- EUROSTILE BOLD
- TIMES NEW ROMAN
- ENVR0
- HELVETICA BOLD

Other \_\_\_\_\_

#### Indicate color of background:

- Beige
- Navy
- White
- Black
- Forest Green

Indicate which color lettering you would like. We have a wide variety of standard colors available.

Letter color desired: \_\_\_\_\_

Indicate exactly how you want your company name to appear:

**10' X 20' Rental Exhibits:** indicate copy of second header: (\*Only applies to units pictured with a second header\*)

#### VERSION C

An Exhibitor Sales Specialist will contact you to assist with your custom graphics.

### CONTACT FOR PRICING

Please check any of the following boxes to have an Exhibitor Sales Specialist contact you for pricing:

- Upgrade Carpet
- Custom Logo Header
- Creating a Custom Exhibit

#### TOTAL COST

Sub-Total	+	6.5 % Tax	=	Total Cost
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# exhibit PACKAGES

Without a doubt, the single most important element in any trade show or exposition is your exhibit. It defines your company's look and image, attracts business and shows off your most important assets. That's why Freeman is committed to providing you with the exhibit that best fits your needs. We have more than 75 years of experience creating exhibits for our clients, so it's no wonder we're the premier exposition services experts. All our premium packages include choice of standard panel colors and materials, Classic Carpet in a variety of colors, daily cleaning, local delivery, installation and dismantling labor, light fixtures and the option to order designer panel colors and materials.

## TOTALFLEX® by Freeman

Now available to rent or purchase, the TOTALFLEX system is versatile, lightweight, portable, durable, and needs just minutes and no tools to set up.

8'h x 8'w Floor Standing Unit

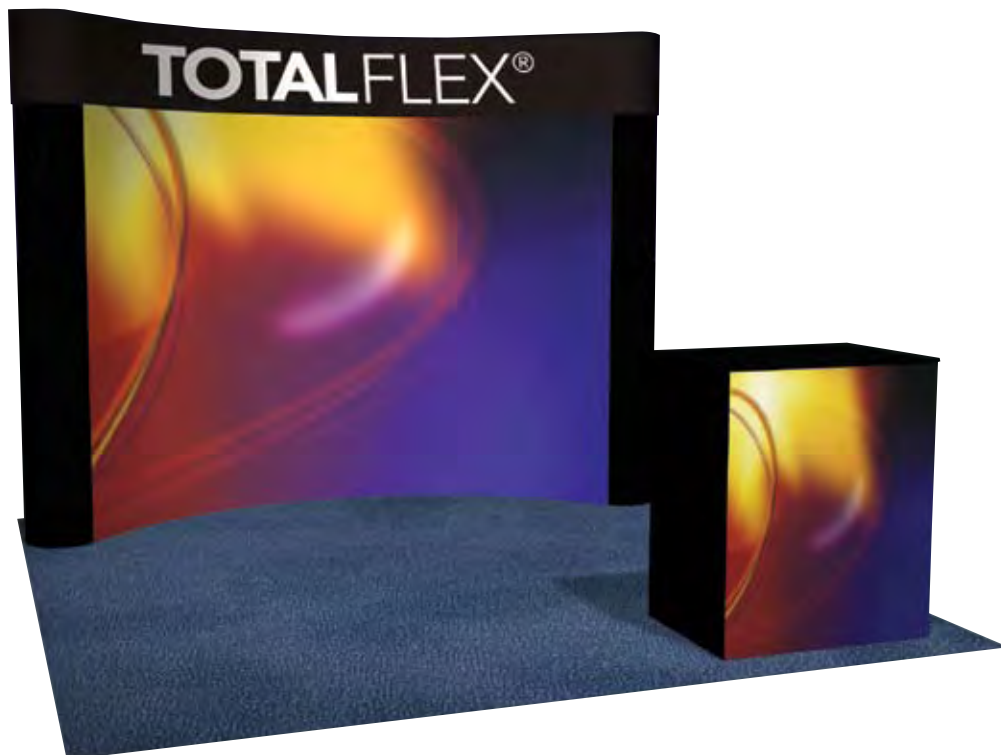
8'h x 10'w Floor Standing Unit (shown)

40"h x 6'w Tabletop Unit

40"h x 8'w Tabletop Unit

- Cases easily convert into a podium.
- Velcro® compatible fabric panels available in wide selection of colors.
- Custom graphics\*, available through Freeman, can dramatically enhance your exhibit's appearance.

\*All graphic design elements are priced separately and not included with exhibit order.





a.

### package a

Our basic, professional free-standing counter exhibit allows you to display all your show materials in a convenient fashion.

10' x 10'  
#1710201



b.

### package b

This package includes even more display space with a curved back wall, as well as space for digital graphics.\*

10' x 10'  
#1710300



c.

### package c

This package includes a back wall counter exhibit with plenty of display space and room for digital graphics.\*

10' x 10'  
#1710400



d.

### package d

This package includes a three-shelf exhibit with extra display room and an open, inviting look and feel.

10' x 10'  
#1710500

### package e

This package includes an angled exhibit with built-in display counters, space for graphics\* and impressive room for presentation.

10' x 20'  
#1710600

### package f

This premium package features a striking island display, with room for graphics\* and an open, walk-through area for traffic.

20' x 20'  
#1710800

\*All graphic design elements are priced separately and not included with exhibit order.

Call the number listed on Quick Facts for details on custom graphics and logo headers to upgrade your exhibit.

Note: Electrical service must be ordered separately.

### color options

Bring your exhibit to life with our eye-catching color options shown below. Choose from our standard panel colors & materials in Black, Blue, or Gray Fabric, as well as White Hardwall and Perfboard. You may also order designer panel colors and materials if need be. Call the number on Quick Facts for samples.

### standard panel colors/materials



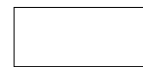
Black Fabric



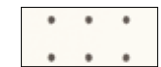
Blue Fabric



Gray Fabric



White Hardwall



White Perfboard\*

\*Perfboard only available in straight panels and not available in curved walls.

### questions?

All packages can be customized or modified, depending on your specific requirements. To speak to a rental exhibit specialist, or for custom components, call the number listed on Quick Facts.

**F R E E M A N**



# F R E E M A N

2200 Consulate Dr  
Orlando, FL 32837  
(407) 816-7900 Fax: (469) 621-5605  
FreemanOrlandoES@freemanco.com

DISCOUNT PRICE  
DEADLINE DATE  
FEBRUARY 24, 2012

INCLUDE THE FREEMAN METHOD OF  
PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **TMS ANNUAL MEETING & EXHIBITION / MARCH 11 - 15, 2012**

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

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


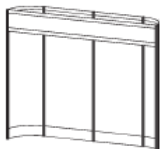
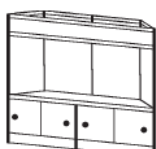

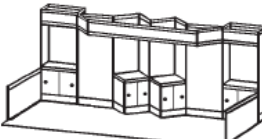

E-MAIL ADDRESS: \_\_\_\_\_

For Assistance please call (407) 816-7900 to speak with one of our experts.

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

All Exhibits Include: **Installation & Dismantle of Exhibit**  
**Material Handling of Exhibit**  
**Classic Carpet with Nightly Vacuuming**  
**2 Arm Lights (per 100 sq. ft.)**

*To place your order, please check the appropriate box and complete the remaining selections at the bottom of the form.*

<b>PACKAGES</b>	<b>A. FREE STANDING COUNTER</b> Discount Price: 2,951.40    Standard Price: 3,836.80 <input type="checkbox"/> Part# 1710201 	<b>B. CURVED BACK WALL EXHIBIT</b> Discount Price: 1,596.30    Standard Price: 2,075.20 <input type="checkbox"/> Part# 1710300 	<b>C. BACK WALL COUNTER EXHIBIT</b> Discount Price: 2,310.85    Standard Price: 3,004.10 <input type="checkbox"/> Part# 1710400 
	<b>D. 3 SHELF 10' X 10' EXHIBIT</b> Discount Price: 2,292.95    Standard Price: 2,980.85 <input type="checkbox"/> Part# 1710500 	<b>E. 10' X 20' ANGLED EXHIBIT</b> Discount Price: 5,210.00    Standard Price: 6,773.00 <input type="checkbox"/> Part# 1710600 	<b>F. 20' X 20' ISLAND EXHIBIT</b> Discount Price: 9,226.70    Standard Price: 11,994.70 <input type="checkbox"/> Part# 1710800 

Orders received after the deadline date or without payment will be charged the Standard Rate and are subject to availability. Orders cancelled after production begins are subject to a 100% Cancellation Charge.

### CHOOSE YOUR PANEL

- BLUE FABRIC     GRAY FABRIC  
 BLACK FABRIC     WHITE HARDWALL  
 WHITE PERFBBOARD

### CARPET

Our Classic Carpet and nightly vacuuming are included in the price of your Rental Exhibit. Please choose from the following available colors:

- Black     Gray     Red  
 Blue     Green     Teal  
 Burgundy     Plum     Tuxedo

You may upgrade your carpet to one of our 15 designer colors in our PRESTIGE carpet line. Now available in 28 oz. and 40 oz. weight. Refer to our enclosed Carpet order form for color selections and pricing.

### LIGHTING

Each Rental Exhibit includes 2 Arm Lights (per 10' unit). Note: Electrical power and labor to install lights must be ordered using the electrical order form included in your service manual.

### HEADER IDENTIFICATION SIGN

Check the font style for your header identification sign, and then indicate your color preference.

- CLARENDON MEDIUM     ENVR0  
 EUROSTILE BOLD     HELVETICA BOLD  
 TIMES NEW ROMAN

Indicate which color lettering you would like. We have a wide variety of standard colors available:

Letter color desired: \_\_\_\_\_

Indicate exactly how you want your company name to appear:

### CONTACT FOR PRICING

Please check any of the following boxes to have an Exhibitor Sales Specialist contact you for pricing:

- Upgrade Carpet  
 Custom Logo Header  
 Creating a Custom Exhibit

### TOTAL COST

\_\_\_\_\_ + \_\_\_\_\_ = \_\_\_\_\_  
 Sub-Total                      6.5 % Tax                      Total Cost

# F R E E M A N

2200 Consulate Dr  
Orlando, FL 32837  
(407) 816-7900 Fax: (469) 621-5605  
FreemanOrlandoES@freemanco.com

DISCOUNT PRICE  
DEADLINE DATE  
FEBRUARY 24, 2012

INCLUDE THE FREEMAN METHOD OF  
PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **TMS ANNUAL MEETING & EXHIBITION / MARCH 11 - 15, 2012**

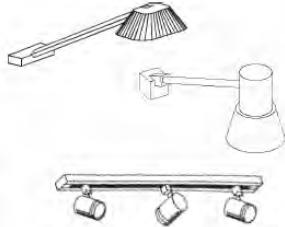
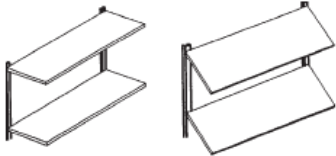
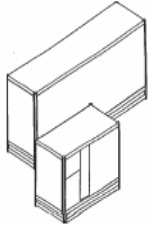
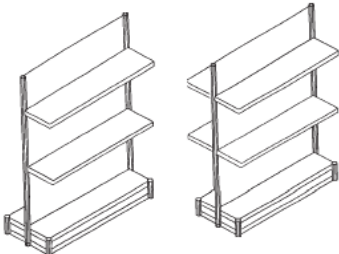

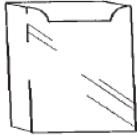
COMPANY NAME: \_\_\_\_\_ BOOTH #: \_\_\_\_\_ BOOTH SIZE: \_\_\_\_\_ X

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

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

For Assistance, please call (407) 816-7900 to speak with one of our experts.

For fast, easy ordering, go to [www.freemanco.com/store](http://www.freemanco.com/store)  
**ACCESSORIES FOR RENTAL UNITS**

<p><b>LIGHTS (use only on rentals)</b></p> 	<p><b>SHELVES (use only on rentals)</b></p> 	<p><b>CABINETS</b></p> 
<p><b>GONDOLAS</b></p> 	<p><b>RADIUS CABINET (does not have doors)</b></p> 	<p><b>LITERATURE POCKETS</b></p> 

Qty	Part #	Description	Discount Price	Standard Price	Total
<b>LIGHT FIXTURES</b> (electrical service & labor to install lights not included)					
___	17251	Arm Light (200w) .....	92.35	120.05	_____
___	172514	4' Tracklight (3 lights)	297.75	387.10	_____
___	17252	Halogen Light .....	99.85	129.80	_____

<b>CABINETS &amp; LOCKS</b>					
Cabinets					
<input type="checkbox"/> Black Fabric <input type="checkbox"/> Blue Fabric <input type="checkbox"/> Gray Fabric <input type="checkbox"/> White PVC					
___	17305	1M x ½M x 36" High.....	365.50	475.15	_____
___	17306	1M x ½M x 42" High.....	394.05	512.25	_____
___	17308	2M x ½M x 36" High.....	555.05	721.55	_____
___	17309	2M x ½M x 42" High.....	584.05	759.25	_____
___	173010	1M Radius x ½M x 36" High.	N/A	N/A	_____
___	173011	1M Radius x ½M x 42" High..	372.50	484.25	_____
(Radius Cabinets do not have doors)					
___	17301	Cabinet Lock .....	14.85	19.30	_____
Inside Shelves Available ..... Quoted on Request					

Qty	Part #	Description	Discount Price	Standard Price	Total
<b>GONDOLAS</b>					
Gondolas					
<input type="checkbox"/> Blue Fabric <input type="checkbox"/> Gray Fabric <input type="checkbox"/> Perboard <input type="checkbox"/> White PVC					
___	174541	Single Sided 1M x 4' High...	313.35	407.35	_____
___	174542	Double Sided 1M x 4' High..	416.55	541.50	_____
___	174581	Single Sided 1M x 8' High...	489.90	636.85	_____
___	174582	Double Sided 1M x 8' High..	651.00	846.30	_____

<b>SHELVES</b>					
___	17201	1M Straight (37" x 12") .....	78.20	101.65	_____
___	17206	1M Angled (37" x 12") .....	88.60	115.20	_____

<b>LITERATURE POCKETS</b>					
___	174015	For 8½ x 11 Literature .....	29.35	38.15	_____

<b>TOTAL COST</b>					
_____	+	_____	=	_____	_____
Sub-Total		6.5% Tax		Total Cost	

Don't see what you need?  
Please call an Exhibitor Sales Specialist at (407) 816-7900.

# FREEMAN

2200 Consulate Drive  
Orlando, FL 32837-8364  
(407) 816-7900 Fax: (469) 621-5605  
[FreemanOrlandoES@Freemanco.com](mailto:FreemanOrlandoES@Freemanco.com)

**DISCOUNT PRICE  
DEADLINE DATE  
30 DAYS PRIOR TO MOVE IN**

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

FREEMAN totalflex

NAME OF SHOW: **TMS ANNUAL MEETING & EXHIBITION / MARCH 11 - 15, 2012**

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

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

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

For Assistance, please call 407-816-7900 to speak with one of our experts.

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

## TABLE TOP UNIT



<u>RENTAL</u>		<u>QTY.</u>	<u>TOTAL</u>
<u>Size</u>	<u>Price</u>		
40" H x 6' W	\$834.20	_____	_____
40" H x 8' W	\$973.60	_____	_____

<u>PURCHASE*</u>			
<u>Size</u>	<u>Price</u>		
40" H x 6' W	\$1,043.10	_____	_____
40" H x 8' W	\$1,182.60	_____	_____

\*Shipping Not Included

**Rental Units Include:**  
Draped Table (Select color below)  
Classic Carpet 9' X 10' (Select color below)  
Installation & Dismantle of Exhibit  
Material Handling of Exhibit  
Nightly Vacuuming  
1-200 Watt Halogen Light (Electrical service & labor not included)

**Purchase Units Include:**  
1-Case  
One Time Installation & Dismantle

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

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

**Additional Fabric Panel Colors for Purchase Units Only:**  
 Blaze Red  Blueberry  Emerald  Silver  
*\*Other Colors Also Available for Purchase Units\**

**9'x10' Classic Carpet:**  Blue  Black  Burgundy  
 Green  Gray  Plum  Red  Teal  Tuxedo

**Table Drape:**  
 Berry  Black  Blue  Burgundy  Green  
 Gold  Gray  Plum  Red  Teal  White

## FLOOR UNIT



<u>RENTAL</u>		<u>QTY.</u>	<u>TOTAL</u>
<u>Size</u>	<u>Price</u>		
8' H x 8' W	\$1,391.60	_____	_____
8' H x 10' W	\$1,664.50	_____	_____

<u>PURCHASE*</u>			
<u>Size</u>	<u>Price</u>		
8' H x 8' W	\$2,366.50	_____	_____
8' H x 10' W	\$2,778.90	_____	_____

\*Shipping Not Included

**Rental Units Include:**  
Classic Carpet 9' X 10' (Select color below)  
Installation & Dismantle of Exhibit  
Material Handling of Exhibit  
Nightly Vacuuming  
1-Podium - 8'H x 10'W unit only  
2-200 watt Halogen Lights (Electrical service & labor not included)

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

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

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

**Additional Fabric Panel Colors for Purchase Units Only:**  
 Blaze Red  Blueberry  Emerald  Silver  
*\*Other Colors Also Available for Purchase Units\**

**9'x10' Classic Carpet:**  Blue  Black  Burgundy  
 Green  Gray  Plum  Red  Teal  Tuxedo

## CUSTOM GRAPHIC / PHOTO PANELS

Our custom graphic panels can dramatically enhance your exhibit's appearance.

Please check the box to have an Exhibitor Sales Specialist contact you to assist in creating a unique exhibit.

<u>OPTIONAL ACCESSORIES</u>		<u>RENTAL</u>	<u>PURCHASE</u>	<u>TOTAL</u>
<u>Part #</u>	<u>Description</u>	<u>Qty.</u>	<u>Price</u>	
1715800	2-200 Watt Halogen Light Kit	_____	\$174.25	_____
1715801	1-200 Watt Halogen Light Kit	_____	\$ 90.55	_____
1715802	Straight Shelf	_____	\$ 69.60	_____
1715803	Angle Shelf	_____	\$ 69.60	_____

## QUICK TIPS

- If shipping literature or products, material handling rates will apply.
- Order in advance to save time, money and ensure availability. **Orders received after the deadline date or without payment will cost an additional 30% over prices indicated.**

## TOTAL COST

**Sub-Total** \_\_\_\_\_ **+ Tax (6.5%)= TOTAL** \_\_\_\_\_

# FREEMAN

2200 Consulate Dri  
Orlando, FL 32837  
Ph: 407-816-7900 • Fax: 469-621-5605  
FreemanOrlandoES@freemanco.com

**DISCOUNT/ONLINE SPECIAL PRICE  
DEADLINE DATE  
FEBRUARY 24, 2012**

INCLUDE THE FREEMAN METHOD OF  
PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **TMS ANNUAL MEETING & EXHIBITION / MARCH 11 - 15, 2012**

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

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

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

For Assistance, please call 407-816-7900 to speak with one of our experts.

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

## SHOWCASES



QUARTER VIEW



HALF VIEW



FULL VIEW

DESCRIPTION	SIZE	QTY.	PART#	ONLINE SPECIAL	DISCOUNT	STANDARD	TOTAL
<b>FULL VISION CASE</b>							
Includes 1-8" & 1-10" glass shelves	4 FT.	_____	101043	\$395.00	\$434.50	\$513.50	\$ _____
with adjustable brackets, 26" high	5 FT.	_____	101051	\$395.00	\$434.50	\$513.50	\$ _____
front glass display section	6 FT.	_____	101061	\$395.00	\$434.50	\$513.50	\$ _____
<b>HALF VISION CASE</b>							
Includes a glass shelf with	4 FT.	_____	101042	\$395.00	\$434.50	\$513.50	\$ _____
adjustable brackets, 17" high front	5 FT.	_____	101050	\$395.00	\$434.50	\$513.50	\$ _____
glass display section	6 FT.	_____	101060	\$395.00	\$434.50	\$513.50	\$ _____
<b>QUARTER VISION CASE</b>							
With 9 5/16" H front glass display	4 FT.	_____	101044	\$395.00	\$434.50	\$513.50	\$ _____
section	5 FT.	_____	101052	\$395.00	\$434.50	\$513.50	\$ _____
	6 FT.	_____	101062	\$395.00	\$434.50	\$513.50	\$ _____
<b>CORNER VISION CASE</b>							
Rear access and glass shelves	HALF	_____	101090	\$395.00	\$434.50	\$513.50	\$ _____
are the same as the above cases							
<b>TOWER CASE</b>							
Dimensions are 20"Lx20"Dx80"H,	20 X 20	_____	1010200	\$575.00	\$632.50	\$747.50	\$ _____
with 3-glass shelves, lights and locks							
			<b>SUBTOTAL</b>		\$ _____		
			<b>TAX (6.5%)</b>		\$ _____		
			<b>TOTAL COST</b>		\$ _____		

Remember to order in advance to save time, money and ensure availability. Rental prices are for the duration of the show and include delivery to and removal from your booth space. Save time and money - Order before the Discount/Online Special deadline date.

FREEMAN showcases

Take advantage of the Online Special price  
by ordering online at [www.freemanco.com/store](http://www.freemanco.com/store)  
by FEBRUARY 24, 2012.





# fabric solutions



## comprehensive capabilities

Freeman can digitally print high-resolution, photo-quality images on nylon, stretch fabrics, carpeting and a variety of other materials. No matter what size, shape, or color, Freeman can print it. We can further customize exhibits with:

- Aluminum framing to transform large digital graphics into backwalls and other free-standing structures
- Integrated lighting for enhanced effects
- A wide variety of opaque and translucent materials

## one-stop solutions

Freeman's exhibit specialists can deliver a range of services to fit any budget and both long and short-term usage goals.

- Design
- Fabrication
- Custom Graphics
- Lighting Effects
- Installation and Dismantling
- Shipping and Storage

## geometric structures

For detailed specifications on structures such as these, or for more information on our wide range of versatile fabric solutions, please contact our representatives at the number listed in your exhibitor information.

## questions?

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

# F R E E M A N

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FREEMAN fabric solutions

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

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

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

For Assistance, please call 407-816-7900 to speak with one of our experts.

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

## STANDARD PURCHASE -- Standard Framing, Sizes, and Fabric

- Single-sided graphics, frame hardware and harness included.
- Complete the "Hanging Sign" order form. (Labor and hardware to hang sign are **NOT** included.)
- Orders received after the deadline date are subject to availability and will be charged standard prices.

**An Exhibitor Sales Specialist will contact you for details.**



### Square Signs

Quantity	Length	Height	All Sides (Linear Ft.)	Discount Price	Standard Price	Total
_____	10' x 10'	3'	40'	\$5,046.45	\$6,560.40	_____
_____	10' x 10'	4'	40'	\$5,991.45	\$7,788.90	_____
_____	15' x 15'	3'	60'	\$7,133.40	\$9,273.40	_____
_____	15' x 15'	4'	60'	\$8,425.90	\$10,953.65	_____



### Rectangle Signs

Quantity	Length	Height	All Sides (Linear Ft.)	Discount Price	Standard Price	Total
_____	10' x 15'	3'	50'	\$6,356.90	\$8,263.95	_____
_____	10' x 15'	4'	50'	\$7,380.80	\$9,595.05	_____



### Circle Signs

Quantity	Diameter	Height	Circumference (Linear Ft.)	Discount Price	Standard Price	Total
_____	10'	3'	31.42'	\$4,456.00	\$5,792.80	_____
_____	10'	4'	31.42'	\$5,150.85	\$6,696.10	_____
_____	15'	3'	47.12'	\$6,280.35	\$8,164.45	_____
_____	15'	4'	47.12'	\$7,271.65	\$9,453.15	_____



### Triangle Signs

Quantity	Length	Height	All Sides (Linear Ft.)	Discount Price	Standard Price	Total
_____	10' x 10' x 10'	3'	30'	\$3,884.35	\$5,049.65	_____
_____	10' x 10' x 10'	4'	30'	\$4,526.55	\$5,884.50	_____
_____	15' x 15' x 15'	3'	45'	\$5,997.70	\$7,797.00	_____
_____	15' x 15' x 15'	4'	45'	\$8,555.50	\$11,122.15	_____



### Serpentine Signs

Quantity	Length	Height	Double Sided (Linear Ft.)	Discount Price	Standard Price	Total
_____	15'	3'	30'	\$3,265.20	\$4,244.75	_____
_____	15'	4'	30'	\$4,093.15	\$5,321.10	_____
_____	20'	3'	40'	\$4,909.80	\$6,382.75	_____
_____	20'	4'	40'	\$5,780.25	\$7,514.35	_____
_____	30'	3'	60'	\$6,433.55	\$8,363.60	_____
_____	30'	4'	60'	\$7,785.20	\$10,120.75	_____

**Total:** \_\_\_\_\_ x Tax(6.5%) \_\_\_\_\_ = \_\_\_\_\_

## CUSTOM PURCHASE -- Custom Framing, Various Custom Sizes, and Fabrics



Please check the box to have an Exhibitor Sales Specialist contact you regarding FREE Samples of materials and/or quotes.



# digital graphics



## creating visual excitement

Quality graphics contribute significantly to the impact of your exhibit. Vivid colors and sharp images attract attention, build traffic, and communicate messages more effectively. Freeman has invested in the latest printing technology and has the skills to provide you with the finest digital graphic reproduction available.

## state-of-the-art capabilities

Freeman can provide four-color, photo-quality, high-resolution digital printing in virtually any size for banners, signage, exhibit graphics, and more. Each Freeman location has stand-alone printing capabilities, and all are supported by the Corporate Graphics Center for special requirements. Last minute repairs and replacements are handled efficiently through our nationwide resources.

## superior quality control

Electronic file transfer, in-house printing, and company-wide standardization of procedures allow us to control quality, cost and scheduling for our customers on a nationwide basis.

## depth of resources

- VUTEK™ and Salsa printers provide large format, four-color, high-resolution digital printing of single and double-sided banners up to 10' wide and virtually any size with seams.
- Encad printers provide digital processing of banners up to 5' wide without seams.
- All Freeman operations use the same printers, software, ink, adhesives, and laminates for continuity.
- Seaming, grommeting, lamination, and mounting are handled in-house.
- A variety of fabrics are available, including nylon, vinyl, and mesh materials.
- Computer-aided graphic design for your assistance.

## freeman specializes in the digital graphic reproduction and installation of:

- Suspended banners
- Logo reproduction
- Accent graphic photo panels
- Backlit displays and murals
- Large format signage and banners
- four-color carpet image printing

## questions?

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

# F R E E M A N

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DISCOUNT PRICE  
DEADLINE DATE  
FEBRUARY 24, 2012

INCLUDE THE FREEMAN METHOD OF  
PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **TMS ANNUAL MEETING & EXHIBITION / MARCH 11 - 15, 2012**

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

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

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

For Assistance, please call (407) 816-7900 to speak with one of our experts.

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

## GRAPHICS & SIGNS

To order your graphics, complete this order form and attach your sign copy or electronic file.

Please see artwork guidelines for electronic files on page 2 of this form.

Note: All graphics are subject to a 100% Cancellation Charge.

### DIGITAL GRAPHICS

Freeman has the capabilities to provide you with the finest digital graphic reproduction available. Capabilities include four-color, photo-quality, high-resolution digital printing virtually any size for banners, signage, exhibit graphics and more.

\_\_\_\_\_ L X \_\_\_\_\_ W = \_\_\_\_\_ sq.ft.  
 sq. ft. \_\_\_\_\_ \$ 17.70 per sq. ft. discount price  
 x or = \$ \_\_\_\_\_  
 \$ 26.55 per sq. ft. standard price

- Minimum order per graphic 9 sq. ft. (1296 sq. in.)
- Double sq. ft. for double-sided graphics
- Round sq. ft. to next whole increment
- File conversion, retouching, cloning or color correcting may incur additional labor charges. (See reverse side for graphic guidelines.)

### LARGE DIGITAL GRAPHICS

Please call an Exhibitor Sales Specialist for price quotes on graphics over 80 sq. ft.

File Information:

Electronic File Name \_\_\_\_\_

Application \_\_\_\_\_

PMS Colors \_\_\_\_\_

#### Backing Material:

Foamcore  Masonite

PVC  Plexi

Gatorfoam  Other

Vertical Horizontal Use Your Judgment For Sign Layout

#### Special Instructions

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

### STANDARD SIZES

#### CHOOSE YOUR SIZE:

QTY.	Discount Price	Standard Price	TOTAL
7" x 11" @ _____	50.70	76.05 =	_____
7" x 22" @ _____	51.85	77.80 =	_____
7" x 44" @ _____	55.90	83.85 =	_____
9" x 44" @ _____	62.35	93.55 =	_____
11" x 14" @ _____	66.30	99.45 =	_____
14" x 22" @ _____	72.85	109.30 =	_____
14" x 44" @ _____	94.70	142.05 =	_____
22" x 28" @ _____	103.30	154.95 =	_____
28" x 44" @ _____	146.35	219.55 =	_____
20" x 60" @ _____	209.35	314.05 =	_____

(white only)

Note: File conversion, retouching, cloning or color may incur additional labor charges. (See reverse side for graphic guidelines.)

#### INDICATE YOUR SIGN COPY HERE:

\* Please feel free to attach additional sign copy on separate page.

Vertical Horizontal Use Your Judgment For Sign Layout

Background Color: \_\_\_\_\_

Lettering Color: \_\_\_\_\_

TOTAL COST		
Sub-Total	+	6.5 % Tax = Total Cost

FREEMAN graphics & signs

## CUSTOMER GUIDELINES FOR SUBMITTING GRAPHICS ARTWORK

*Our desire is to provide you with the best possible quality graphics for your event or exhibit. You can help us in that effort by providing digital art files using the following guidelines. If you are sending us completed, print-ready files, please pass the following information on to your graphics designer. Two overall considerations for submitting acceptable artwork involves proper resolution or size of the file to avoid poor quality images, and proper color matching information and proofs to ensure accurate color reproduction.*

## PLEASE PROVIDE THE FOLLOWING WHEN SUBMITTING ART

Minimum requirements for original artwork, such as logos, when Freeman is providing design and layout:

- 300 dpi resolution at a size of 8 x 10 inches (higher resolution files will result in improved final product)

Minimum requirements for final artwork that Freeman will reproduce exactly as provided:

- 100 dpi resolution at full size of actual finished product

Minimum requirements for both:

- All related PMS and/or CMYK color codes (if submitting CMYK values, please supply accurate color swatches.)
- Accurate color proof print of artwork
- Contact name, phone number and e-mail address of art creator if applicable
- If submitting a "vector" file, include all fonts, or convert fonts to outlines or paths

## ACCEPTABLE FILE SOFTWARE FORMATS

We are capable of working with both PC and MAC based software, and can accept art created with the following software programs (listed in order of preference):

- ADOBE—Illustrator, InDesign, and Photoshop
- COREL DRAW
- QUARK XPRESS

Files should always be saved in their native format.

## ACCEPTABLE FILE TYPES

Files that Freeman **can use** in order of preference, include:

- EPS and AI (especially when submitting logos)
- TIF (especially when submitting photos)
- JPG (provided resolution is high enough for photo images; not recommended for logos)

File types that Freeman **cannot use** to reproduce high quality graphics include:

- GIF files
- Microsoft Office software files such as Word (.doc), or PowerPoint (.ppt) file types
- Self-extracting files, such as EXE or SEA files

## WAYS TO SEND ARTWORK

• Artwork files that are of acceptable resolution as listed above will typically be too large to send via e-mail. Files may be saved and sent via overnight delivery on either a CD-ROM or a DVD, along with the hard-printed proof copy. (Floppy disks and zip drives are not a good option for sending large graphics files.)

• Files may also be posted to Freeman's FTP site. You may get the password and other needed information from your Freeman service representative in order to post files. However, a hard copy proof and backup of the files on CD-Rom/DVD are required and must be sent via overnight delivery in addition to posting the electronic files. Please call (407) 816-7900 for assistance.





# installation & dismantle

When it comes to installation and dismantling of exhibits, no one does it better than Freeman. With more than 75 years of experience, our group of specialists is ready to assist you with all of your exhibit requests, from beginning to end.

Whether you choose to supervise or you need the assistance of a full-time Freeman employee, we can meet all your needs, from shipping and storage to emergency on-site repairs to basic installation and dismantling to support service coordination including electrical, furnishings and more. Freeman has the resources and the capabilities to help you have the most successful show experience possible.

## do i need to order labor?

As an exhibitor, you are required to follow local labor jurisdictions. Please refer to the enclosed "Labor Jurisdictions" information sheet for details.

## installation and dismantling services available

Freeman will work closely with you to coordinate every phase of your trade show participation, including:

- Preplanning and budget consultation
- Support service coordination – electrical, furnishings, floral and more
- Shipping and storage management
- On-site supervisors with dedicated floor managers
- Skilled labor and technicians for installation and dismantling
- Full, in-house carpentry
- Graphics production
- Emergency repairs and refurbishing
- Postshow evaluations
- Multiple show coordination

Supervise any labor yourself, or if you need assistance, Freeman I&D experts will do it for you.

## if you use Freeman staff

Exhibits are set up prior to your arrival under the direction of Freeman I&D supervisors. We charge 30% of the total labor charge, with a minimum \$45 fee.

## if you supervise yourself

**Installation** – Your labor supervisor must check in at the exhibitor service center to pick up laborers. Upon completion of work, your supervisor must return to the exhibitor service center to release the laborers. Start time is guaranteed only when labor is requested for the start of the working day.

**Dismantling** – When scheduling dismantling labor, be sure to allow time for empty containers to be returned to the booth after the close of your show. Start time is guaranteed only when labor is requested for the start of the working day.

## questions?

Call customer service at the number listed on Quick Facts.

For fast, easy ordering, visit us at [www.myfreemanonline.com](http://www.myfreemanonline.com).

# Union Jurisdictions for Orlando, Florida

To assist you in planning for your participation in this upcoming exposition, 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:

## **EXHIBIT INSTALLATION AND DISMANTLING**

Currently we have an agreement with the Local IATSE Union to provide labor for display erection and dismantling. Full time employees of the exhibiting companies, however, may set their own exhibits without assistance from this local. Any labor services that may be required beyond what your regular full time employees can provide, must be rendered by the Union. Labor can be ordered in advance by returning the Display Labor form, or at showsite, at the service desk. Proof of full time employment status may be requested by the Union Steward of any personnel working in your booth.

## **MATERIAL HANDLING**

Exhibitors may hand-carry their own materials into the exhibit facility. The use or rental of dollies, flat trucks and other mechanical equipment, however, is not permitted. FREEMAN will control access to the loading docks in order to provide for a safe and orderly move-in/out. Only full time employees of the exhibiting company will be allowed to hand-carry items. Unloading or reloading at the dock of any and all contracted carriers will be handled by FREEMAN.

## **TIPPING**

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

## **SAFETY**

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

# F R E E M A N

2200 Consulate Drive  
Orlando, FL 32837-8364  
(407) 816-7900 Fax: (469) 621-5605  
[FreemanOrlandoES@Freemanco.com](mailto:FreemanOrlandoES@Freemanco.com)

DISCOUNT PRICE  
DEADLINE DATE  
FEBRUARY 24, 2012

INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **TMS ANNUAL MEETING & EXHIBITION / MARCH 11 - 15, 2012**

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

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

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

For Assistance, please call 407-816-7900 to speak with one of our experts.

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

## DISPLAY LABOR (One Hour Minimum per Worker)

Description	Advance Price	Show Site Price
<b>Straight Time-</b> 8:00 A.M. to 4:30 P.M. Monday through Friday .....	\$ 81.00	\$ 105.30
<b>Overtime-</b> 6:00 A.M. to 8:00 A.M. and 4:30 P.M. to 12:00 Midnight Monday through Friday		
6:00 A.M. to 12:00 Midnight Saturday and Sunday .....	\$ 121.50	\$157.95
<b>Double Time-</b> 12:00 Midnight to 6:00 A.M. and recognized holidays.....	\$ 162.00	\$210.60

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

## INSTALLATION LABOR

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

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

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

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

Date	Start Time	No. of People	Approx. Hrs. per Person	Total Hrs.	Hourly Rate	Estimated Total Cost
_____	_____	_____ x	_____ =	_____	@ \$ _____ =	\$ _____
_____	_____	_____ x	_____ =	_____	@ \$ _____ =	\$ _____
_____	_____	_____ x	_____ =	_____	@ \$ _____ =	\$ _____
Freeman Supervision (30%/\$45.00)						= \$ _____
Tax (6.5%)						= \$ _____
Total Installation						= \$ _____

## DISMANTLE LABOR

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

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

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

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

Date	Start Time	No. of People	Approx. Hrs. per Person	Total Hrs.	Hourly Rate	Estimated Total Cost
_____	_____	_____ x	_____ =	_____	@ \$ _____ =	\$ _____
_____	_____	_____ x	_____ =	_____	@ \$ _____ =	\$ _____
_____	_____	_____ x	_____ =	_____	@ \$ _____ =	\$ _____
Freeman Supervision (30%/\$45.00)						= \$ _____
Tax (6.5%)						= \$ _____
Total Installation						= \$ _____

# FREEMAN installation & dismantle

NAME OF SHOW: **TMS ANNUAL MEETING & EXHIBITION / MARCH 11 - 15, 2012**

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

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

**FREEMAN SUPERVISED LABOR**

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

**INBOUND SHIPPING & SET UP INFORMATION**

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

Total No. of: \_\_\_\_\_ Crates \_\_\_\_\_ Cartons \_\_\_\_\_ Fiber Cases \_\_\_\_\_

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

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

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

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

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

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

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

**OUTBOUND SHIPPING INFORMATION**

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

**METHOD OF SHIPMENT**

Freeman Exhibit Transportation:

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

Other (list carrier name & phone number):

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

**FREIGHT CHARGES**

- Prepaid       Collect

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

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

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

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

**FREEMAN installation & dismantle**



# EXHIBIT transportation

Making your show experience a success hinges not only on what you bring to the show, but also what you take away. No one knows that better than Freeman. We've had more than 75 years of experience in the business, and we're here to help you with all your exhibit transportation needs. From initial inbound transportation and move-in to move-out and outbound transportation, we've got the specialists to assist you with all your show requirements. Take a look at the services we can offer you and you'll see why we're the best in the business.

As the official service contractor, we can make it easier for you to transport your exhibit to the show and on to its next destination. Our on-site experts are there every step of the way – preshow, move-in, on the actual show days as well as during move-out. Also, if you need anything after the show, your Freeman contact will be there to assist you. Some of our available services also include:

- A special toll-free number where Freeman experts give you the fast, friendly service that has become our trademark, track shipments, arrange for pickup and more.
- One convenient invoice with all your show services prequoted, so you never get hit with hidden costs. Freeman also offers competitive prices for exhibit transportation with value-added customer service.
- Preprinted shipping labels and material handling agreements. There is no need to handwrite all your labels when we can print them for you automatically.

*Don't forget about inbound shipping! Complete and send the attached order form to order your inbound and outbound shipping.*

## questions?

Call our exhibit transportation experts at 800-995-3579. For fast, easy ordering, go to [www.myfreemanonline.com](http://www.myfreemanonline.com).



# F R E E M A N

(800) 995-3579 Toll Free US & Canada  
(817) 607-5100 Local & International

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

FREEMAN exhibit transportation

NAME OF SHOW: **TMS ANNUAL MEETING & EXHIBITION / MARCH 11 - 15, 2012**

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

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

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

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

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

## EXHIBIT TRANSPORTATION

### TIPS FOR EASY ORDERING

- Credit card information must be on file prior to pick up, as charges will be included on your show services invoice.
- International Exhibitors remember - Shipments originating from countries other than the U.S. must be cleared through customs. Please call for additional information:  
(800) 995-3579 Toll Free US & Canada  
(817) 607-5100 Local & International

COMPLETE THE FOLLOWING ITEMS ON THIS FORM:

### PICK UP INFORMATION

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

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

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

\_\_\_\_\_

(City) (State) (Zip)

### DESTINATION

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

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

**TMS ANNUAL MEETING & EXHIBITION**

C/O: FREEMAN  
10088 GENERAL DRIVE  
ORLANDO, FL 32824

MUST BE DELIVERED BY MARCH 02, 2012

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

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

**TMS ANNUAL MEETING & EXHIBITION**

C/O: FREEMAN  
WALT DISNEY WORLD DOLPHIN RESORT  
1500 EPCOT RESORTS BLVD  
LAKE BUENA VISTA, FL 32830-8428

CANNOT BE DELIVERED BEFORE MARCH 10, 2012

### TYPE OF SERVICE

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

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

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

09/11

### SHIPPING INFORMATION

#### Items to be shipped

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

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

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

### OUTBOUND SHIPPING

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

Ship to address:

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

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

FAX THIS COMPLETED FORM TO:  
(469) 621-5810

A TRANSPORTATION SPECIALIST  
WILL CALL YOU TO CONFIRM  
RECEIPT OF ORDER AND  
FINALIZE DETAILS.

SHOW # (274223) \_\_\_\_\_

**F R E E M A N**

**F R E E M A N**

**R U S H**

**R U S H**

**DO NOT DELAY**

**DO NOT DELAY**

**MUST DELIVER BY MARCH 02, 2012**

**MUST DELIVER BY MARCH 02, 2012**

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

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

**C/O: FREEMAN**  
**10088 GENERAL DRIVE**  
**ORLANDO, FL 32824**

**C/O: FREEMAN**  
**10088 GENERAL DRIVE**  
**ORLANDO, FL 32824**

**WAREHOUSE**

**WAREHOUSE**

EVENT: TMS ANNUAL MEETING & EXHIBITION

EVENT: TMS ANNUAL MEETING & EXHIBITION

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

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

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

**F R E E M A N**

**F R E E M A N**

**R U S H**

**R U S H**

**DO NOT DELAY**

**DO NOT DELAY**

**MUST DELIVER BY MARCH 02, 2012**

**MUST DELIVER BY MARCH 02, 2012**

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

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

**C/O: FREEMAN**  
**10088 GENERAL DRIVE**  
**ORLANDO, FL 32824**

**C/O: FREEMAN**  
**10088 GENERAL DRIVE**  
**ORLANDO, FL 32824**

**WAREHOUSE**  
**HANGING SIGN**

**WAREHOUSE**  
**HANGING SIGN**

EVENT: TMS ANNUAL MEETING & EXHIBITION

EVENT: TMS ANNUAL MEETING & EXHIBITION

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

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

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

**F R E E M A N**

**F R E E M A N**

**R U S H**

**R U S H**

**DO NOT DELAY**

**DO NOT DELAY**

**CANNOT DELIVER BEFORE MARCH 10, 2012**

**CANNOT DELIVER BEFORE MARCH 10, 2012**

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

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

**C/O: FREEMAN**  
**WDW DOLPHIN RESORT**  
**1500 EPCOT RESORTS BLVD**  
**LAKE BUENA VISTA, FL 32830-8428**

**C/O: FREEMAN**  
**WDW DOLPHIN RESORT**  
**1500 EPCOT RESORTS BLVD**  
**LAKE BUENA VISTA, FL 32830-8428**

**SHOW SITE**

**SHOW SITE**

EVENT: TMS ANNUAL MEETING & EXHIBITION

EVENT: TMS ANNUAL MEETING & EXHIBITION

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

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

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

# WHAT ARE FREIGHT SERVICES?

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

## How do I ship to the warehouse?

- We will accept freight beginning 30 days prior to show move-in.
- To check on your freight arrival, call Exhibitor Services at the location listed on Quick Facts.
- To ensure timely arrival of your materials at show site, freight should arrive by the deadline date listed on Quick Facts. Your freight will still be received after the deadline date, but additional charges will be incurred.
- The warehouse will receive shipments Monday through Friday, except holidays. Refer to Quick Facts for warehouse hours. No appointment is necessary.
- The warehouse will accept crates, cartons, skids, trunks/cases and carpets. Loose or pad-wrapped material must be sent directly to show site.
- All shipments must have a bill of lading or delivery slip indicating the number of pieces, type of merchandise and weight.
- Certified weight tickets must accompany all shipments.
- Warehouse freight will be delivered to the booth prior to exhibitor set up.
- Please call the number located on Quick Facts if you want to ship oversized material that requires special equipment to the warehouse.

## How do I ship to show site?

- Freight will be accepted only during exhibitor move-in. Please refer to Quick Facts for the specific exhibitor move-in dates and times.
- All shipments must have a bill of lading or delivery slip indicating the number of pieces, type of merchandise and weight.
- Certified weight tickets must accompany all shipments.

## What about prepaid or collect shipping charges?

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

## How should I label my freight?

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

## How do I estimate my Material Handling charges?

- Charges will be based on the weight of your shipment. Each shipment received is considered separately. The shipment weight will be rounded to the next 100 pounds. Each 100 pounds is considered one "cwt." (one hundred weight). All shipments are subject to reweigh.
- On the Order Form, select whether the freight will arrive at the warehouse or be sent directly to show site.
- Next, select the category that best describes your shipment. There are three categories of freight:

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

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

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

- Add overtime charges for inbound if material is delivered to the booth during the overtime period stated on Quick Facts. This includes both warehouse and show site shipments.

- Add overtime charges for outbound if material is loaded onto the outbound carrier during the overtime period stated on Quick Facts.
- Add the late delivery charge listed on the Order Form if the shipment is accepted at the warehouse or at show site after the deadline date listed on Quick Facts.
- The above services, whether used completely or in part, are offered as a package and the charges will be based on the total inbound weight of the shipment.
- Shipments received without receipts or freight bills, such as UPS and Federal Express, will be delivered to the booth without guarantee of piece count or condition.

## What happens to my empty containers during the show?

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

## How do I protect my materials after they are delivered to the show or before they are picked up after the show?

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

## How do I ship my materials after the close of the show?

- Each shipment must have a completed Material Handling Agreement in order to ship materials from the show. All pieces must be labeled individually.
- To save time, complete and submit the Outbound Shipping Form in advance, or you may contact the Service Center at show site for your shipping documents. The Material Handling Agreement and labels will be processed and available prior to show closing.
- After materials are packed, labeled, and ready to be shipped, the completed Material Handling Agreement must be turned in at the Service Center.
- Call your designated carrier with pick-up information. Please refer to Quick Facts for specific dates and times. In the event your selected carrier fails to show on final move-out day, your shipment will either be rerouted on Freeman's carrier choice or delivered back to the warehouse at the exhibitor's expense.
- For your convenience, show recommended carriers will be on site to handle outbound transportation.

## Where do I get a forklift?

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

## Do I need insurance?

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

## Other available services (may not be available in all locations)

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



# F R E E M A N

2200 Consulate Drive  
Orlando, FL 32837-8364  
(407) 816-7900 Fax: (469) 621-5605  
[FreemanOrlandoES@Freemanco.com](mailto:FreemanOrlandoES@Freemanco.com)

INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER

**FREEMAN material handling**

NAME OF SHOW: **TMS ANNUAL MEETING & EXHIBITION / MARCH 11 - 15, 2012**

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

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

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

For Assistance, please call 407-816-7900 to speak with one of our experts.

**Let Freeman OnLine® estimate your material handling charges for you.** Log on to [www.myfreemanonline.com](http://www.myfreemanonline.com), select your show and click on "Estimate My Material Handling Costs". From Freeman OnLine you can print extra shipping labels, get tips on how to package your freight and much more.

**MATERIAL HANDLING SERVICES**

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

**SPECIAL HANDLING:** (See definitions on back) Material delivered by a carrier in such a manner that it requires additional handling, such as ground unloading, stacked or constricted space unloading, designated piece unloading, shipment integrity, alternate delivery location, loads mixed with pad wrapped material, carpet and/or pad only shipments, no documentation and shipments that require additional time, equipment or labor to unload. **Federal Express, UPS, Airborne Express & DHL** are included in this category due to their delivery procedures.

**UNCRATED:** Material that is shipped loose or pad-wrapped, and/or unskidded machinery without proper lifting bars or hooks.

**STRAIGHT TIME:** 8:00 A.M. to 4:30 P.M. Monday through Friday

**OVERTIME:** 4:30 P.M. to 8:00 A.M. Monday through Friday, all day Saturday, Sunday, and Holidays (Overtime will be applied to all freight received at the warehouse and/or show site that must be moved into or out of booth during above listed times.)

Description	Price Per CWT	200LB Minimum
-------------	---------------	---------------

**RATE CLASSIFICATIONS:**

<b>Warehouse Shipment (200 lb. minimum)</b>		
Crated or Skidded Shipment.....	\$ 67.00	134.00
Special Handling Shipment.....	\$ 87.10	174.20
<b>Show Site Shipment (200 lb. minimum)</b>		
Crated or Skidded Shipment.....	\$ 61.00	122.00
Special Handling Shipment.....	\$ 79.30	158.60
Uncrated or Pad Wrapped Shipment.....	\$ 91.50	183.00
<b>Small Package - Maximum weight is 30 lbs per shipment*</b>		
Per Shipment .....	\$ 35.50	

\*A small package shipment is a shipment totaling any number of pieces with a combined weight not to exceed 30 lbs that is received on the same day, from the same shipper and delivered by the same carrier.

**Cart Service - Intended for "privately owned vehicles"**  
Per Trip.....\$114.35

\*A "privately owned vehicle" is any vehicle that is primarily designated to transport passengers, not cargo or freight. Included in this category are: pick-up, passenger van, taxi and limousine.

**ADDITIONAL SURCHARGES:**

<b>Shipment Delivered after Deadline Date (in addition to above rates)</b>		
Warehouse Shipment after Deadline <b>MARCH 02, 2012</b> .....	\$ 16.75	33.50
Show Site Shipment after Deadline <b>MARCH 12, 2012</b> .....	\$ 15.25	30.50
<b>Overtime Charge - Inbound (in addition to above rates)</b>		
Crated or Skidded Shipment.....	\$ 15.25	30.50
Special Handling Shipment.....	\$ 19.85	39.70
Uncrated or Pad Wrapped Shipment.....	\$ 22.90	45.80
<b>Overtime Charge - Outbound (in addition to above rates)</b>		
Crated or Skidded Shipment.....	\$ 15.25	30.50
Special Handling Shipment.....	\$ 19.85	39.70
Uncrated or Pad Wrapped Shipment.....	\$ 22.90	45.80

Description	Weight	CWT	Price per CWT	Estimated Total Cost (200 lb. Min.)
	÷ 100 =			
<b>Surcharges</b>	÷ 100 =			

**Tips to Save on Material Handling**

- **Consolidate shipments** - when total weight is less than 200 lbs. For Example:  
3 Separate Shipments

60 lbs. charged @ 200 lbs. \$ 134.00  
52 lbs. charged @ 200 lbs. \$ 134.00  
65 lbs. charged @ 200 lbs. \$ 134.00 = \$402.00

**1 Consolidated Shipment**

3 pieces (1 shipment)  
177 lbs. charged @ 200 lbs = \$134.00

**Added benefit** - your shipments are less likely to get misplaced if they are packaged together with larger items.

<b>Tax(6.5%)</b>	
<b>Total</b>	

# SPECIAL HANDLING DEFINITIONS

for frequently asked questions and material handling estimator tools, go to [www.myfreemanonline.com](http://www.myfreemanonline.com)

Special handling applies to shipments that are loaded by cubic space and/or packed in such a manner as to require additional labor/handling, such as ground unloading, constricted space unloading, designated piece unloading, carpet/pad only shipments or stacked shipments. Also included are shipment integrity, alternate delivery locations, mixed shipments, and shipments without individual bills of lading. Shipments loaded in this manner require additional time, labor, or equipment, to unload, sort and deliver.

## **What is Ground Loading/Unloading?**

Vehicles that are not dock height, preventing the use of loading docks, such as U-hauls, flat bed trailers, double drop trailers, company vehicles with trailers that are not dock level, etc.

## **What is Constricted Space Loading/Unloading?**

Trailer loaded "high and tight" shipments that are not easily accessible. Freight is loaded to full capacity of trailer – top to bottom, side to side. One example of this is freight that is loaded down one side of a trailer that must be bypassed to reach targeted freight.

## **What is Designated Piece Loading/Unloading?**

Drivers that require the loading crew to bring multiple pieces of the freight to the rear of the trailer to select the next piece, having to remove freight from the trailer then reload to fit or the trailer must be loaded in a sequence to ensure all items fit.

## **What are Stacked Shipments?**

Shipments loaded in such a manner requiring multiple items to be removed to ground level for delivery to booth. Stacked or "cubed out" shipments, loose items placed on top of crates and/or pallets constitute special handling.

## **What is Shipment Integrity?**

Shipment integrity involves shipments on a carrier that are intermingled, or delivered in such a manner that additional labor is needed to sort through and separate the various shipments on a truck for delivery to our customers.

## **What is Alternate Delivery Location?**

Alternative delivery location refers to shipments that are delivered by a carrier that requires us to deliver some shipments to different levels in the same building, or to other buildings in the same facility.

## **What are Mixed Shipments?**

Mixed shipments are defined as shipments of mixed crated and uncrated goods, where the percentage of uncrated is minimal and does not warrant the full uncrated rate for the shipment, but does require special handling. Freeman defines special handling for mixed loads as having less than 50% of the volume as uncrated.

## **What does it mean if I have "No Documentation"?**

Shipments arrive from a small package carrier (including, among others, Federal Express, UPS, Airborne Express & DHL) without an individual Bill of Lading, requiring additional time, labor and equipment to process.

## **What about carpet only shipments?**

Shipments that consist of carpet and/or carpet padding only require special handling because of additional labor and equipment to unload.

## **What is the difference between Crated and Uncrated Shipments?**

Crated shipments are those that are packed in any type of shipping container that can be unloaded at the dock with no additional handling required. Such containers include crates, fiber cases, cartons, and properly packed skids. An uncrated shipment is material that is shipped loose or pad-wrapped, and/or unskidded without proper lifting bars and hooks.

# F R E E M A N

2200 Consulate Drive  
 Orlando, FL 32837-8364  
 (407) 816-7900 Fax: (469) 621-5605  
[FreemanOrlandoES@Freemanco.com](mailto:FreemanOrlandoES@Freemanco.com)

**DISCOUNT PRICE  
 DEADLINE DATE  
 FEBRUARY 24, 2012**

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

FREEMAN forklift / rigging labor

NAME OF SHOW: **TMS ANNUAL MEETING & EXHIBITION / MARCH 11 - 15, 2012**

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

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

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

For Assistance, please call 407-816-7900 to speak with one of our experts.

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

## FORKLIFT RIGGING EQUIPMENT AND LABOR

- Straight Time -** 8:00 A.M. to 4:30 P.M. Monday through Friday  
**Overtime -** 6:00 A.M. to 8:00 A.M. and 4:30 P.M. to 12:00 Midnight Monday through Friday  
 6:00 A.M. to 12:00 Midnight Saturday and Sunday  
**Double Time -** 12:00 Midnight to 6:00 A.M. and recognized holidays

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

Part#	Description	Advance Price	Show Site Price
<b>FORKLIFT LABOR</b>			
304050	Forklift w/operator - up to 5,000 lbs - ST.....	\$164.30	\$213.60
304051	Forklift w/operator - up to 5,000 lbs - OT.....	\$205.30	\$266.90
3040100	Forklift w/operator - up to 10,000 lbs - ST.....	\$224.55	\$291.90
3040101	Forklift w/operator - up to 10,000 lbs - OT.....	\$265.55	\$345.20
3040150	Forklift w/operator - up to 15,000 lbs - ST.....	\$248.65	\$323.25
3040151	Forklift w/operator - up to 15,000 lbs - OT.....	\$289.65	\$376.55
304040	Forklift w/operator - 4-Stage - ST.....	\$175.55	\$228.20
304041	Forklift w/operator - 4-Stage - OT.....	\$216.55	\$281.50
<b>RIGGING LABOR</b>			
3020100	Rigger Foreman - ST.....	\$106.60	\$ 138.60
3020101	Rigger Foreman - OT.....	\$159.90	\$ 207.85
5020200	Rigger - ST.....	\$ 82.00	\$ 106.60
5020201	Rigger - OT.....	\$123.00	\$ 159.90

### INSTALLATION

Part #	Description	Date	Start Time	# of Equip/ Person	Approx Hrs per Person	Total Hours	Hourly Rate	Estimated Total Cost
Describe work to be done: _____							<b>Tax(6.5%)</b>	
							<b>Total</b>	

### DISMANTLE

Part #	Description	Date	Start Time	# of Equip/ Person	Approx Hrs per Person	Total Hours	Hourly Rate	Estimated Total Cost
Describe work to be done: _____							<b>Tax(6.5%)</b>	
							<b>Total</b>	

# F R E E M A N

2200 Consulate Dr  
 Orlando, FL 32837  
 (407) 816-7900 Fax: (469) 621-5605  
 FreemanOrlandoES@freemanco.com

OUTBOUND MATERIAL HANDLING  
 AND SHIPPING LABELS

NAME OF SHOW: **TMS ANNUAL MEETING & EXHIBITION / MARCH 11 - 15, 2012**

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

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

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

For Assistance, please call (407) 816-7900 to speak with one of our experts.

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

**EVERY OUTBOUND SHIPMENT WILL REQUIRE A MATERIAL HANDLING AGREEMENT AND LABELS. WE WOULD BE HAPPY TO PREPARE THESE FOR YOU IN ADVANCE AND WILL DELIVER THEM TO YOUR BOOTH AT SHOW SITE TO REVIEW AND SIGN. TO TAKE ADVANTAGE OF THIS SERVICE, PLEASE COMPLETE AND RETURN THIS FORM.**

**SHIPPING INFORMATION**

**FROM:** SHIPPER/EXHIBITOR NAME: \_\_\_\_\_

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

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

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

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

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

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

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

**METHOD OF SHIPMENT**

PLEASE CHECK DESIRED METHOD OF SHIPMENT BELOW

**FREEMAN EXHIBIT TRANSPORTATION**

- 1 Day: Delivery next business day
- 2 Day: Delivery by 5:00 P.M. second business day
- Expedited
- Deferred: Delivery within 3-4 business days
- Standard Ground
- Specialized: Pad wrapped, uncrated, or truckload
- OTHER COMMON CARRIER \_\_\_\_\_
- OTHER VAN LINE \_\_\_\_\_
- OTHER AIR FREIGHT \_\_\_\_\_
  - Next Day
  - 2nd Day
  - Deferred

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

Once your shipment is packed and ready to be picked up, please return the Material Handling Agreement to the Exhibitor Services Center.

Verify the piece count, weight and that a signature is on the Material Handling Agreement prior to shipping out.

**SHIPMENTS WITHOUT PAPERWORK TURNED IN WILL BE RETURNED TO OUR WAREHOUSE AT EXHIBITOR'S EXPENSE.**

Freeman will make arrangements for all Freeman Exhibit Transportation shipments. Arrangements for pick-up by other carriers is the responsibility of the exhibitor. During exhibitor move-out, when time permits, Freeman will attempt a courtesy phone call to your carrier to confirm the scheduled pick-up.

**DESIRED NUMBER OF LABELS:** \_\_\_\_\_

# PAYMENT & LABOR

---

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

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

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

## DEFINITIONS

For purposes of this Contract, "FREEMAN" or "The Freeman Companies" means Freeman Decorating Services, Inc., Freeman Decorating Ltd., Freeman Exhibit, AVW-TELAV Inc., Freeman Transportation, Hoffend Xposition, Stage Rigging, Inc., Kerry Technical Services, TFC, Inc., Freeman Electrical Services, and their respective employees, directors, officers, agents, assigns, affiliated companies, and related entities including, but not limited, to any subcontractors FREEMAN may appoint. The term "EXHIBITOR" means the Exhibitor, its employees, agents, representatives, and any Exhibitor Appointed Contractors ("EAC").

## PAYMENT TERMS

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

## LABOR UNDER THE SUPERVISION OF EXHIBITOR RESPONSIBILITIES:

EXHIBITOR shall be responsible for the performance of labor provided under this option. It is the responsibility of EXHIBITOR to supervise labor secured through FREEMAN in a reasonable manner as to prevent bodily injury and/or property damage and also to direct them to work in a manner that is in compliance with FREEMAN'S Safe Work Rules and/or Federal, State, County and Local ordinances, rules and/or regulations, including but not limited to Show or Facility Management rules and/or regulations. It is the responsibility of EXHIBITOR to check in with the Service Desk to pick up labor, and to return to the Service Desk to release labor when the work is completed.

## INDEMNIFICATION:

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

## IMPORTANT

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



# MATERIAL HANDLING

**YOU ARE ENTERING A CONTRACT WHICH LIMITS YOUR POSSIBLE RECOVERY IN CASE OF LOSS OR DAMAGE.** Acceptance of said terms and conditions will be construed when any of the following conditions are met: This Material Handling Agreement (MHA) is signed; Exhibitor's materials are delivered to Freeman's warehouse or to an event site for which Freeman is the Official Show Contractor; or an order for labor and/or rental equipment is placed by Exhibitor with Freeman.

1. **DEFINITIONS.** For purposes of this Contract, Freeman means Freeman Decorating Services, Inc., and its employees, directors, officers, agents, assigns, affiliated companies, and related entities. The term "Exhibitor" means the Exhibitor, its employees, agents, representatives, any Exhibitor Appointed Contractors ("EAC"), and any persons receiving services from Freeman.

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

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

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

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

6. **DESIGNATED CARRIERS.** Freeman shall have the authority to change the Exhibitor designated carrier if that carrier does not pick up the shipment(s) at the appointed time. Where no disposition is made by Exhibitor, materials may be taken to a warehouse to await Exhibitor's shipping instructions and Exhibitor agrees to be responsible for charges relating to such rerouting and handling. In no event shall Freeman be responsible for any loss resulting from such rerouting designation.

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

8. **CLAIM(S) FOR LOSS.** Exhibitor agrees that any and all claims for loss or damage must be submitted to Freeman immediately at the show site, and in any case not later than **thirty (30) business days** after the conclusion of the show or exposition. (For purposes of claim reporting, the "conclusion" of the show shall be construed as the time when Exhibitor's materials are delivered to the carrier for transportation from the show site or from Freeman's warehouse). All claims reported after thirty (30) days will be rejected. In no event shall a suit or action be brought against Freeman **more than two (2) years** after the date of loss or damage occurred.

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

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

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

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

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

11. **INDEMNIFICATION.** Exhibitor agrees to indemnify and forever hold harmless Freeman 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) arising out of or contributed to by Exhibitor's negligent supervision of any labor secured through Freeman; Exhibitor's negligence, willful misconduct, or deliberate act, or the negligence, willful misconduct, or deliberate act of Exhibitor's employees, agents, representatives, customers, invitees and/or any Exhibitor Appointed Contractors (EAC) at the show or exposition to which this Contract relates, including but not limited to the misuse, improper use, unauthorized alteration, or negligent handling of Freeman's equipment; Exhibitor's violation of Federal, State, County or Local ordinances; and/or Exhibitor's violation of Show Regulations and/or Rules as published and set forth by Facility and/or Show Management.

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

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

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

## AIR CARGO SERVICE REQUEST AND SHIPPING INSTRUCTIONS CONTRACT

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

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

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

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

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

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

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

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

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

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

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

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

Notwithstanding the above limitations, domestic shipments containing the following items of extraordinary value are limited to a maximum declared value of \$500.00 (USD):  
(a) artworks and objects of art, including without limitation original paintings, drawings, etchings, water colors, tapestries and sculpture;  
(b) clocks, watches, jewelry (including costume jewelry), furs and fur-trimmed clothing;  
(c) personal effects;  
(d) and other inherently fragile or unique items, including prototypes, etc.

Any declared value in excess of the maximums allowed herein is null and void, and the acceptance by Freeman for carriage of any shipment with a declared value in excess of the allowed maximums does not constitute a waiver of these maximums. Shipper understands that even if Shipper is not able to participate or fully participate in a show due to loss of, theft of, or damage to its property, Freeman shall never be liable or responsible for damages identified by the terms (by way of example only and not in limitation of the breadth of this clause) such as the following: consequential damages, loss of use damages, loss of profits damages, business interruption damages, delay damages, special damages, collateral damages, exemplary damages, damages awarded for gross negligence, direct damages, indirect damages, damages for failure of performance, breach of contract damages, fraud damages, or any other sort of damage for tort or breach of contract. This limitation shall bind the parties

- (a) whenever or wherever the claimed loss or damage may occur;
- (b) even though the alleged loss or damage is claimed to result from negligence, strict liability, products liability, breach of contract, breach of statute or regulation, or any other legal theory or cause, and;
- (c) even though Freeman may have been advised or be on notice of the possibility or even the probability of such damages.

**Freeman makes no warranties, express or implied, and expressly disclaims any and all warranties.** Except for Freeman's failure to deliver in accordance with the Guaranteed Service section of the Service Guide, Freeman will not be liable for misdelivery, incomplete or otherwise inadequate delivery (including but not limited to failure to follow Shipper or Consignee instructions or failure to collect or properly deliver a payment instrument), non-delivery, missed pickup, delay on International shipments, loss or damage unless caused by Freeman's sole negligence.

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

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

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

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

**8. CLAIMS:** Shipper, Consignee, or any other party claiming an interest in the shipment must notify Freeman immediately upon delivery, or in the case of loss or damage which could not have been noted at the time of delivery, within fourteen (14) days of delivery, of any loss or damage to the shipment. Receipt of the shipment by the Consignee or the Consignee's agent without written notice on the delivery receipt and/or delivery manifest will be prima facie evidence that the shipment was delivered in good condition. The amount of the claim may not be deducted from the transportation charges. Notice of loss or damage MUST be reported to Freeman at 800-995-3579. The shipment, its container(s), and packing material must be made available to Freeman for inspection at the delivery location. All shipments are subject to opening for inspection by Freeman; however, Freeman is not obligated to perform such inspection. All claims for loss or damage MUST be made in writing to Freeman within one hundred and twenty (120) calendar days after the date of acceptance of the shipment by Freeman. Please refer to the Service Guide for claim procedures. All claims for service failure must be made within thirty (30) calendar days from the date of shipment and Freeman's sole liability for such claims arising from Guaranteed Service shipments shall be limited to the transportation charges as provided in the Guaranteed Service section of the Service Guide. All claims for overcharge must be made in writing to Freeman within sixty (60) calendar days after the invoice date. No action for loss or damage may be maintained against Freeman unless (a) claimant complies with all requirements of this section and (b) for domestic shipments, if the claimant commences the action within one (1) year of the shipment by Freeman unless otherwise required by International, Federal or State Law. If the claim is for loss or damage involving International shipments, claimant must commence the action within two (2) years from the date of acceptance of the shipment by Freeman unless otherwise required by International, Federal or State Law. For purposes of this section, no action shall be deemed to have commenced until receipt by Freeman of service of process of the action on Freeman. Claims for loss or damage must be delivered to the following address: Cunningham Lindsey US, Inc., P.O. Box 703689, Dallas, TX 75370.

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

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



# MOTOR CARGO

## MOTOR CARGO SERVICE REQUEST AND SHIPPING INSTRUCTIONS CONTRACT

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

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

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

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

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

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

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

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

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

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

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

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

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

8. **LIMITATION ON SHIPPER'S RECOVERABLE DAMAGES.** Shipper understands that even if Shipper's property is lost, stolen, or damaged, Freeman does not pay replacement or restoration cost of any property. **FREEMAN'S MAXIMUM LIABILITY SHALL BE THE AMOUNT OF PROVEN ACTUAL VALUE NOT EXCEEDING THE LOWER OF THE FAIR MARKET VALUE (THE "FAIR MARKET VALUE" EQUALS THE AS IS WHERE IS PRICE FOR THE PROPERTY AT THE LOCATION OF THE SHOW TO WHICH PRICE A WILLING BUYER AND A WILLING SELLER WOULD AGREE IN AN ORDINARY COURSE OF BUSINESS, ARM'S LENGTH SALE.) OR \$25.00 (USD) PER POUND OF CARGO LOST OR DAMAGED UNLESS AT THE TIME OF SHIPMENT**

**SHIPPER MAKES A DECLARATION OF VALUE FOR CARRIAGE IN THE SPACE DESIGNATED ON THE SHIPPING INSTRUCTIONS AND PAYS THE APPROPRIATE VALUATION CHARGE.**

Even if Shipper has made a declaration of value, liability shall never exceed the depreciated original invoice value or the fair market value of the property, whichever is less. The value per pound for applying declared valuation charges shall be determined by dividing Shipper's declared value for carriage by the actual weight of the shipment. In all cases not prohibited by law, where a lower value than the actual value of the said property has been stated in writing by Shipper or has been agreed upon in writing as the released value of the property upon which the rate is based, such lower value plus freight charges, if paid, shall be the maximum recoverable amount for loss or damage. **Notwithstanding the above limitations, all shipments containing the following items of extraordinary value are limited to a maximum declared value of \$500.00 (USD):** (a) Artworks and objects of art, including without limitation, original paintings, drawings, etchings, watercolors, tapestries and sculptures or prototypes; (b) Clocks, jewelry, including costume jewelry, furs, and fur-trimmed clothing; (c) Personal effects, including without limitation, papers and documents; and (d) Coin money, currency, gift certificates, debit cards, credit cards, and any other items of extraordinary value.

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

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

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

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

10. **CLAIMS.** Claims must be filed in writing within nine (9) months after the date of delivery of the property (or in the case of export traffic, within nine (9) months after delivery at the port of export), except that claims for failure to make delivery must be filed within nine (9) months after a reasonable time for delivery has elapsed. Suits for loss, damage, or delay shall be instituted against Freeman no later than two (2) years and one (1) day from the day when written notice is given by Freeman to the claimant that Freeman has disallowed the claim or part or parts of the claim specified in the notice. Shipper shall deliver notice of claim for loss or damage by hand, U.S. mail, courier, facsimile, or electronic means to Cunningham Lindsey US, Inc., P.O. Box 703689, Dallas, TX 75370, as soon as loss or damage is discovered. The notice of claim shall invite a prompt joint survey of the damage, at a time and place to be agreed between the parties, and such survey shall go forward promptly. However, if in any case the property is received by the Consignee or the Consignee's agent without notice of loss or damage to property being served on Freeman within 15 calendar days of the receipt of the property, it is agreed between Freeman and Shipper that in that instance the presumption shall arise that the property was delivered in proper quantity and in good condition. Claims filed more than nine (9) months following the date on which the property was delivered or should have been delivered are agreed to be forever time barred.

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

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

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



**CLEANING SERVICES DEPARTMENT**

7050 Lindell Road • Las Vegas, NV 89118  
 (407) 934-4229 • Fax: (866) 329-1437  
 csrOrlando@ges.com

**FOR CLEANING SERVICE ONLY**

SHOW NAME: \_\_\_\_\_  
 LOCATION: \_\_\_\_\_  
 SHOW DATES: \_\_\_\_\_  
 DISCOUNT DEADLINE: 21 Days Before Move-In

Company Name: \_\_\_\_\_  
 Booth Number: \_\_\_\_\_

☞ 100 % payment must accompany each order and be received 21 days prior to show move-in date to qualify for advance discount price.  
 ☞ No orders can be processed without payment.  
 ☞ Cancellation fee after installation is 100% of original cost.

**PORTER SERVICE LABOR:**  
 STRAIGHT TIME: 8:00 AM - 3:30 PM  
 MONDAY - FRIDAY  
 Discount \$ 66.00/HR  
 Regular \$ 82.50/HR  
 Show-Site \$99.00/HR  
 OVERTIME: BEFORE 8:00 AM,  
 AFTER 4:30PM AND SATURDAY, SUNDAY & HOLIDAYS  
 Discount \$ 115.25/HR  
 Regular \$ 144.00/HR  
 Show-Site \$ 173.00/HR

Use for booth wipe down, ice removal, etc. Hourly rates are listed above. **FOUR HOUR MINIMUM PER WORKER PER DAY.**

**LABOR THEREAFTER IS IN 1/2 HOUR INCREMENTS.**

**POLICY STATEMENT:** 100 % payment must accompany each order. All orders without 100% payment and orders received at the Service desk will be charged floor price which the customer agrees to pay in full upon receipt of equipment or service unless credit has been previously established with us. All orders placed on behalf of customers by display builders or others must have a written authorization from the customer and the customer agrees to be responsible for such orders. **Customers who prepay 21 days before show move-in date qualify for the advance discount price.** All additional charges incurred will be added to the credit card listed below. If customer fails to pay in accordance with this policy, customer agrees to pay a 1.5% per month late charge fee, and all costs of collection including attorney's fees. No credit will be given for outlets installed or services provided and not used. Requests for refunds must be submitted in writing to the above GES address. Customer agrees that GES shall not be liable for, and shall hold GES harmless from any damages caused by negligence of non-GES employees and/or from events outside of GES control such as strikes, accidents, fires, acts of God, delays, etc. Customer agrees to submit any claims for damages to GES Service Desk before show closing or customer waives any right to make a claim.

**NON-USA EXHIBITORS** agree to pay only by international money order, credit card, traveler's checks, or cash.

To avoid any misunderstanding regarding these services, please bring any discrepancies to our attention at the service desk. GES will be unable to adjust invoices after the close of the show.

To ensure your booth is show-ready, specify your requirements below. Please call us if you have a special need. GES is the exclusive cleaning contractor for your show and will handle all cleaning services on the exhibit floor. **Cost of vacuuming, shampooing, mopping and waxing will be invoiced on the total area of your booth, 100 sq.ft. minimum.**

Square Feet	VACUUMING	Discount Price	Standard Price	TOTAL PRICE
	Includes emptying your wastebasket nightly.			
	Per Day, per sq.ft. per day # OF DAYS:	\$ 0.37	\$ 0.52	
	Before Show Open Only, per sq.ft.	\$ 0.40	\$ 0.52	
			SUB TOTAL	

SQ.FT.	SHAMPOOING, MOPPING & WAXING	Discount Price	Standard Price	TOTAL PRICE
	Shampoo Before Show Open Only, per sq.ft.	\$ 0.46	\$ 0.78	
	Mop & Wax Before Show Open Only, per sq.ft.	\$ 0.64	\$ 1.05	
			SUB TOTAL	

NUMBER OF DAYS	PERIODIC PORTER SERVICE - GES will empty wastebaskets & wipe down counters at two hour intervals; show hours only. Vacuuming not included. Calculate by your booth size.	Discount Price	Standard Price	TOTAL PRICE
	0 - 500 sq.ft., per day	\$ 80.00	\$ 120.25	
	501 - 1500 sq.ft., per day	\$ 103.25	\$ 155.00	
	1501 - 3000 sq.ft., per day	\$ 126.25	\$ 189.52	
	3000 sq.ft. and above	\$ 172.72	\$ 259.00	
			SUB TOTAL	

AUTHORIZATION FOR TIME & MATERIAL: PLEASE INITIAL _____	
(Office Use Only) LABOR:	_____
(Office Use Only) MATERIAL:	_____
6.5% TAX:	_____
<b>GRAND TOTAL:</b>	_____

SPECIFY DATES VACUUMING PER DAY/PERIODIC PORTER SERVICE IS NEEDED:				

*By signing and delivering this form, customer agrees to all terms, conditions, and limits of liability on both pages of this form.*

Company Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
 Address: \_\_\_\_\_ Fax Number: \_\_\_\_\_  
 City: \_\_\_\_\_ Authorized Signature: **X** \_\_\_\_\_  
 State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Print Authorized Signature: \_\_\_\_\_  
 Date of Order: \_\_\_\_\_ Check #: \_\_\_\_\_

Credit Card:  VISA  MasterCard  American Express  Corporate  Personal  
 Credit Card #: \_\_\_\_\_ Expiration Date: \_\_\_\_\_  
 Signature of Cardholder: **X** \_\_\_\_\_ Name Printed on Credit Card: \_\_\_\_\_



**ELECTRICAL SERVICES DEPARTMENT**  
 7050 Lindell Road • Las Vegas, NV 89118  
 (407) 934-4229 • Fax: (866) 329-1437  
 csrOrlando@ges.com

**FOR ELECTRICAL SERVICE ONLY**

**E-1**

SHOW NAME: \_\_\_\_\_  
 SHOW DATES: \_\_\_\_\_  
 DISCOUNT DEADLINE: 21 Days Before Move-In

Company Name: \_\_\_\_\_  
 Booth Number: \_\_\_\_\_

- ☞ 100 % payment must accompany each order and be received 21 days prior to show move-in date to qualify for advance discount price.
- ☞ No orders can be processed without payment.
- ☞ Electricity will be turned on within 30 minutes of show opening & off within 30 minutes of show closing.
- ☞ Cancellation fee after installation is 100% of original cost.

**ELECTRICAL LABOR:**  
 STRAIGHT TIME: 8:00 AM - 3:30 PM  
 MONDAY - FRIDAY  
 Discount \$ 66.15/HR  
 Regular \$ 99.25/HR  
 Show-Site \$132.30/HR  
 OVERTIME: BEFORE 8:00 AM,  
 AFTER 3:30PM AND SATURDAY, SUNDAY & HOLIDAYS  
 Discount \$ 132.30/HR  
 Regular \$ 198.45/HR  
 Show-Site \$ 264.60/HR  
**ONE HOUR MINIMUM INSTALLATION 1/2 HOUR MINIMUM DISMANTLE**

**POLICY STATEMENT:** 100 % payment must accompany each order. The prices quoted are for RENTAL equipment and include delivery and pick-up at the booth. All orders without 100% payment and orders received at the Service desk will be charged floor price which the customer agrees to pay in full upon receipt of equipment or service unless credit has been previously established with us. All orders placed on behalf of customers by display builders or others must have a written authorization from the customer and the customer agrees to be responsible for such orders. **Customers who prepay 21 days before show move-in date qualify for the advance discount price.** All additional charges incurred will be added to the credit card listed below. If customer fails to pay in accordance with this policy, customer agrees to pay a 1.5% per month late charge fee, and all costs of collection including attorney's fees. No credit will be given for outlets installed or services provided and not used. Requests for refunds must be submitted in writing to the above GES address. Customer agrees that GES shall not be liable for, and shall hold GES harmless from any damages caused by negligence of non-GES employees and/or from events outside of GES control such as strikes, accidents, fires, acts of God, delays, etc. Customer agrees to submit any claims for damages to GES Service Desk before show closing or customer waives any right to make a claim.

**NON-USA EXHIBITORS** agree to pay only by international money order, credit card, traveler's checks, or cash.

ELECTRICAL RENTAL ORDER FORM				
Quantity	ELECTRICAL OUTLETS	Discount Price	Standard Price	TOTAL PRICE
	120 Volt 60 Cycle Alternating Current			
	Outlet 500 Watts (5 Amps)	\$ 90.85	\$ 136.00	
	Outlet 1,000 Watts (10 Amps)	\$ 152.25	\$ 229.45	
	Outlet 1,500 Watts (15 Amps)	\$ 182.70	\$ 274.60	
	Outlet 2,000 Watts (20 Amps)	\$ 207.90	\$ 312.40	
			SUB TOTAL	

Quantity	POWER SERVICE & MOTOR OUTLETS - All 208V connections require labor	Discount Price	Standard Price	TOTAL PRICE
	20 Amp 208V Single Phase	\$ 261.45	\$ 468.30	
	20 Amp 208V Three Phase	\$ 415.80	\$ 623.70	
	30 Amp 208V Single Phase	\$ 368.55	\$ 592.75	
	30 Amp 208V Three Phase	\$ 490.90	\$ 790.15	
	Quotes for greater amperage or voltage available upon request		SUB TOTAL	

Quantity	RENTAL EQUIPMENT	Discount Price	Standard Price	TOTAL PRICE
	15' Extension Cord		\$ 15.75	
	25' Extension Cord		\$ 26.25	
	50' Extension Cord		\$ 36.75	
	Power Strip		\$ 26.25	
			SUB TOTAL	

Provide 24 Hour Power Service - Double The Published Rate

Transformer(s) To Boost From 208V: \$ 125.00 (Discount) \$ 150.00 (Standard Price)

AUTHORIZATION FOR TIME & MATERIAL: PLEASE INITIAL \_\_\_\_\_

(Office Use Only) LABOR: \_\_\_\_\_

(Office Use Only) MATERIAL: \_\_\_\_\_

6.5% TAX: \_\_\_\_\_

**GRAND TOTAL:** \_\_\_\_\_

*By signing and delivering this form, customer agrees to all terms, conditions, and limits of liability on both pages of this form.*

Company Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
 Address: \_\_\_\_\_ Fax Number: \_\_\_\_\_  
 City: \_\_\_\_\_ Authorized Signature: **X** \_\_\_\_\_  
 State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Print Authorized Signature: \_\_\_\_\_  
 Date of Order: \_\_\_\_\_ Check #: \_\_\_\_\_

Credit Card:  VISA  MasterCard  American Express  Corporate  Personal

Credit Card #: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Signature of Cardholder: **X** \_\_\_\_\_ Name Printed on Credit Card: \_\_\_\_\_



1. *GES Electrical is not responsible for voltage fluctuation or power failure due to temporary conditions. For your protection you should install a surge protector on your computer(s). All electrical installations and connections to all electrical service should be made by a GES Electrical electrician. GES Electrical will not be responsible for any damage or lost equipment, component, computer hardware or software and/or any damage or injury to any person caused by the installation, connection or plugging into any electrical outlet by person other than a GES Electrical electrician.*
2. Electricity will be turned on within 30 minutes of show opening and turned off within 30 minutes after show closing.
3. 24 hour service to any outlet will be double the listed price.
4. Dedicated power is double the listed price, and can only be guaranteed before show opening with advance arrangements for date needed.
5. All electrical outlets will be installed on the floor at the draped backwall of in-line booths and peninsula spaces. Exhibitors with hardwall displays must arrange for power to be dropped inside the booth if necessary; this will be done on a time and material basis. Power to island booths will be dropped per the exhibitor's floorplan, chargeable on a time and material basis. If no plan is provided, the power will be installed at our discretion. Additional power drops are chargeable on a time and material basis. Distribution and connection(s) to equipment is chargeable on a time and material basis. For further information, please refer call 407-934-4229.
6. Local ordinances prohibit more than 2000 watts per lighting circuit and only one connection for power and motor outlets.
7. All wiring, motors, electrical installations, etc. must be approved. To prevent overloading of circuits, exhibitors cannot add wattage except as ordered.
8. All electrical permits required by the Local Building and Safety Code will be obtained by the electrical contractor.
9. All flood light, column, and wall outlets are not a part of booth space.
10. Special hanging, hookups, repairs or installation of electrical will be done on a time and material basis.
11. Installation is subject to Local Union Contract and jurisdiction.
12. All equipment should be property tagged and wired with full information as to current, voltage, Phase, cycle, horse power, etc. and ready for connection.
13. All outlets over 20 amps and with a voltage of over 150 volts require electrical labor. This includes a 1 hour minimum to inspect exhibitors that are pre-wired to plug into our system.
14. A separate outlet must be ordered at regular price for each piece of equipment to be connected.

### **ELECTRICAL CONTRACTOR'S RESPONSIBILITIES**

As the Official Electrical Contractor, we will be responsible for:

- All under-carpet distribution of electrical wiring.
- All motor and equipment hookups requiring hard wire connections.
- Installation of electrical motors to be energized and electrical apparatus.

The above items require electrical labor, which may be ordered in the Electrical Labor section on the reverse side.

### **ELECTRICAL CODE**

Electrical requirements for an exhibit at all convention facilities are for the safety of all exhibitors and are based on national Electrical Codes and local ordinances.

Too frequently, fires have been traceable to faulty wiring, sometimes because of carelessness and sometimes because of lack of understanding of the risks involved.

In the interest of public safety, exhibits in the convention facilities may be inspected to determine if any violations exist. If they are found, qualified electricians are available to correct the problems. This work will be performed on a time and material basis. If the exhibitor does not wish to have the fault corrected, electrical service to the offending booth will not be connected.

If an exhibitor is not informed or does not understand basic safety standards for electrical wiring, an electrician should be consulted before shipment is made to convention facilities.

Serious risks are involved which can be eliminated by understanding basic requirements of safe wiring inside your booth. For the safety of you and the public, remember these points:

- All wiring must have a 3-wire grounded cord with minimum of #14 gauge.
- Spot or flood lighting is a hazard when lamps are too close to fabrics or other material which can be affected by heat.
- The use of clip-on sign sockets, latex or lamp cord wire in displays, or the use of 2-wire clamp-on fixtures, is prohibited by order of fire prevention bureaus at trade shows and conventions.
- Zip cords or two-wire cords are ungrounded and could result in safety hazards. Their use is strictly prohibited.





Walt Disney World Swan and Dolphin Resort Telephone Order Form  
 Attention: Communications Coordinator  
 Phone 407.934.4105 - Fax 407.934.4562  
 1500 Epcot Resorts Boulevard, Lake Buena Vista, FL 32830

Event Name and Dates:		Email (required):	
Contact Name:	Phone:	Fax (required):	
Company Name:			
Charge to Dolphin or Swan Rm #:		Authorized Signature:	
(office use only) Z Folio #:			

Service Information (required)			
Install Date:		Install Time:	AM/PM
Removal Date:		Removal Time:	AM/PM
Room Location:		Booth #:	

INCENTIVE PRICE APPLIES TO ORDERS RECEIVED WITH PAYMENT 21 DAYS PRIOR TO THE 1ST DAY OF EVENT

**(Prices do not include 6.5% sales tax or Long Distance Charges)**

Telephone Access:	<input type="checkbox"/> Restricted (Local & Toll-Free Calls)	<input type="checkbox"/> Unrestricted (Long Distance)
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<b>Analog</b>	Quantity	Incentive	Base	Total
House Phone (connectivity ONLY within the Swan & Dolphin)		\$150.00	\$200.00	
Telephone w/handset		\$200.00	\$250.00	
Fax or Credit Card line		\$200.00	\$250.00	
Desk style speakerphone (ideal for 1-4 users)		\$230.00	\$280.00	
Conference style phone/Polycom (ideal for 8-10 users)		\$350.00	\$425.00	

Analog line programming (line transfer, voice-mail or roll-up)		\$40.00	\$50.00	
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<b>Digital</b>	Quantity	Incentive	Base	Total
Price includes transfer, conference and roll-up (Multi-line Phones)		\$350.00	\$400.00	

<b>Special Services</b>	Quantity	Incentive	Base	Total
T1 extend and terminate point-to-point data circuit (via local phone co)		\$3,000.00	\$3,500.00	
Satellite Truck / COW Fee, 3rd party vehicle parked on property		\$750.00	\$1,000.00	
Fiber strand point-to-point link		\$500.00	\$750.00	
ISDN LINES (includes 2 SPIDs per pair)		\$500.00	\$750.00	
After Hours or Dedicated Tech (orders before 7:00 am or after 6:00 pm)		\$125.00	\$150.00	

■ Prices effective through December 2010 and are subject to change without notice.  
 ■ All pricing is a one time/duration of show charge



Walt Disney World Swan and Dolphin Resort Network Order Form  
 Services provided by our Internet Partner, XpoNet  
 Attention: Britney Danneker, XpoNet Event Coordinator  
 Phone 407.934.5108 - Fax 407.934.4273 - dolphin@xponet.net  
 1500 Epcot Resorts Boulevard, Lake Buena Vista, FL 32830

Event Name and Date:		Company Name:	
Contact Name:	Phone:	Fax (required):	
Email (required):			
Charge to Dolphin or Swan Rm #:	Credit card:	eCredit Card Authorization Invitation will be sent to email above from rescon_prod@starwoodhotels.com	(office use only) Z Folio #:
Authorized Signature:			

INCENTIVE PRICE APPLIES TO ORDERS RECEIVED WITH PAYMENT 21 DAYS PRIOR TO THE 1ST DAY OF EVENT

Service Information (required)			
Install Date:		Install Time:	AM/PM
Removal Date:		Removal Time:	AM/PM
Room Location:		Booth #:	

Internet and Networking Services (price does not include 6.5% sales tax)

<b>Single Day Shared Service (Effective for one 12-hour period)</b>	Quantity	Incentive	Base	Total
Wireless Access (1 location, 1 WAP, up to 10 devices, <b>no show floors</b> )		\$695.00	\$895.00	
Single Device Wired Service (1 location, 1 device, shared access)		\$495.00	\$595.00	
Each additional IP address (1 device per address)		\$85.00	\$115.00	
<b>Event Shared Services (Per Event)</b>	Quantity	Incentive	Base	Total
Wireless Access (1 location, 1 WAP, up to 10 devices, <b>no show floors</b> )		\$1,295.00	\$1,450.00	
Single Device Wired Service (1 location, 1 device, shared access)		\$850.00	\$995.00	
Each additional IP address (1 device per address)		\$175.00	\$200.00	
<b>Dedicated Bandwidth Services (Per Event)</b>	Quantity	Incentive	Base	Total
Dedicated 1 Mbps pipe (120 IP Addresses, DHCP)		\$4,995.00	\$5,995.00	
Dedicated 1.5 Mbps pipe ("T1 speed", 120 IP Addresses, DHCP)		\$6,895.00	\$7,995.00	
Dedicated 2 Mbps pipe (240 IP Addresses, DHCP)		\$8,000.00	\$9,995.00	
Wireless Access Point (does not include access to Internet, <b>no show floors</b> )		\$395.00	\$495.00	
LAN room connection (does not include access to Internet)		\$200.00	\$295.00	
Private VLAN		\$500.00	\$695.00	

- **Shared Access** is limited to a maximum of **512 Kbps per user** (not guaranteed) over a shared connection to the Internet, for a duration of up to 5 calendar days
  - **Single Day and Event Shared Services cannot be combined.** ALL Event services are valid for a maximum of 5 calendar days
  - **Prices effective through September 2010** and are subject to change without notice. Please call to verify rates.
- **After hours installations** (before 7 a.m. and after 6 p.m.) will incur a **\$150.00** per man-hour charge. **On-site orders** will incur a **\$100.00** pop-up fee.
  - Orders cancelled with less than forty-eight (48) hours notice will incur a 50% cancellation fee



Walt Disney World Swan & Dolphin Resort Network Order Form  
Services provided by our Internet Partner, XpoNet  
Attention: XpoNet Event Coordinator  
Phone 407.934.5108 - Fax 407.934.4273 - dolphin@xponet.net  
1500 Epcot Resorts Boulevard, Lake Buena Vista, FL 32830

## TERMS AND CONDITIONS

### **PLEASE NOTE:**

***WIRELESS ACCESS POINTS MAY NOT BE INSTALLED ON PROPERTY  
WITHOUT THE EXPRESS, WRITTEN CONSENT OF XPONET AND THE SWAN & DOLPHIN SYSTEMS  
DEPARTMENT***

***THE RESALE OF ANY CONNECTIVITY PURCHASED AT THE SWAN/DOLPHIN IS STRICTLY PROHIBITED***

1. **Payment** and order must be received no later than 21 days prior to the first day of the show to obtain the **Incentive/Discount Rate. Base Rate** applies to all orders received with payment from (1) One to (20) Twenty days before the show has started.
2. **Use of Network Connection.** The network attachment to be provided by XpoNet may be used only by the directors, officers and employees of company, and its agents and consultants while performing services for company and cannot be resold or distributed to other companies. The services being provided by XpoNet will facilitate communications between the company's authorized users and the entities reachable through the national Internet. Users of XpoNet services shall use reasonable efforts to promote efficient use of the networks to minimize, and avoid if possible, unnecessary network traffic and interference with the work of other users of the interconnected networks. Users of XpoNet services shall not disrupt any of the XpoNet networks or other associated networks as a whole or any equipment or system forming part of their systems, or any services provided over, or in connection with, any of the XpoNet networks or other associated networks. XpoNet networks shall not be used to transmit any communication where the meaning of the message, or its transmission or distribution, would violate any applicable law or regulation or would likely be highly offensive to the recipient or recipients thereof.
3. **No Warranties; Limitation of Liabilities.** XPONET DOES NOT MAKE ANY EXPRESS OR IMPLIED WARRANTY OF ANY KIND. SPECIFICALLY, THERE IS NO EXPRESS OR IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE FOR THE SERVICES TO BE PROVIDED HEREUNDER. The protocols used on the XpoNet network (TCP/IP) call for end to end verification of the accuracy of any message and such verification is the sole responsibility of Company. Similarly, these protocols provide for end to end verification of the receipt of all of the data that is transmitted. XpoNet will not be responsible for any loss of data from delays, non-deliveries, incorrect deliveries, service interruptions, including those caused by the negligence, errors or omissions of XpoNet, or other losses or damages. Use of information obtained via the services provided hereunder is at Company's own risk. Company is solely responsible for (a) the accuracy and/or quality of information obtained or data transmitted through the XpoNet network and (b) assuring that each message Company sends or receives has been received. XpoNet does not guarantee the performance, routing, or throughput, either express or implied, of any data circuit(s) connectivity with regards to the Internet and/or Internet backbones beyond any facility we service.

### SPECIAL INSTRUCTIONS/BOOTH DIAGRAM:







# Exhibitor Signage and Rigging Order Form



Walt Disney World  
Swan & Dolphin Hotel

## Ordering Instructions ...

- All ceiling rigging must conform to Show Management rules and regulations and facility limitations
- All overhead signs and banners must be assembled and disassembled by the exhibitor company.
- All electrical signs must be in good working order and in accordance with the National Electrical Code and electricity ordered in advance through your electrical provider
- All signs, banners and decorations must be hung and dismantled by PSAV whether in the ballroom, exhibition hall, lobbies, atriums or gazebos. Banners placement must be approved in advance by Conference Services.
- ALL rigging crews will be a 3 person team @ 4 hour minimum
- The total charge per item is determined as a Show RATE, that is the requested items selected are charges of the actual show days of the exhibition.
- A service charge of 23% will be added to the subtotal before Tax.
- Please include applicable Sales Tax on equipment rental. TAX EXEMPT STATUS - If you are exempt from payment of sales tax, we require you to forward an exemption certificate for the state in which the services are to be provided.
- To guarantee equipment availability and advanced rate, submit your request 20 days prior to delivery.
- Operator labor, if requested, is subject to the prevailing hourly rate with a 4 hour minimum.
- NO equipment charges for set-up day required.
- CANCELLATIONS:
  - A) Cancellation of equipment ordered must be received 48 hours prior to delivery date to avoid a minimum one day charge.
  - B) If services have already been provided at the time of cancellation, 100% of original charges will be applied.

## Pricing Information...

Equipment	Install	Dismantle
Single Signage Package Pricing	\$ 450.00	\$ 450.00
Package price for single PSAV approved signage (4' X 6' or smaller / less than 20 lbs.) to include rigging labor and scissor lift. PSAV reserves the right to deem the signage as qualifying for the package guideline. Please contact us for quotation.		
Labor	Advance Rate	On Site Rate
** Additional Labor per person / per hour (4hr. Min)**		
Straight Time - 8:00am-5:00pm (m-f)	\$ 75.00	\$ 85.00
Overtime - 5:00pm - 12:00am (m-f)	\$ 112.50	\$ 127.50
Double Time -12:00am - 8:00am (m-s)	\$ 150.00	\$ 170.00
Saturday - 8:00am - 12:00am (sat only)	\$ 112.50	\$ 127.50
Sunday - All Day (sun only)	\$ 150.00	\$ 170.00
Holidays - All Day	\$ 200.00	\$ 250.00
Scissor / Boom Lifts	\$ 200.00	\$ 250.00

## Customer Information ...

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

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

City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_

Ordered By: \_\_\_\_\_

Telephone #: \_\_\_\_\_

On Site Cell # \_\_\_\_\_

On Site Contact Name \_\_\_\_\_

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

Please fax to (407) 939-5799 for a proposal and confirmation.

## ...for Processing

Return Form To:  
Presentation Services  
WDW Swan & Dolphin Hotel

1500 Epcot Resort Blvd  
Lake Buena Vista, FL 32830

PH: 407-939-5786

FAX: 407-939-5799

PSAV exclusively provides rigging & banner hanging services.

## Method of Payment ...

PLEASE CHECK

ONE

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

American Express

Exp Date \_\_\_\_ / \_\_\_\_

Cardholder's Name (as appears on card): \_\_\_\_\_

Visa

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

MasterCard

Security Code # \_\_\_\_\_

## Event Information

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

Event Load In Date: \_\_\_\_\_

Event Hall Location: \_\_\_\_\_

Event Load Out Date: \_\_\_\_\_

## Booth Information

Booth Name: \_\_\_\_\_

Delivery Date: \_\_\_\_\_

Time: \_\_\_\_\_

Booth Number: \_\_\_\_\_

Removal Date: \_\_\_\_\_

Time: \_\_\_\_\_

March 11-15  
Orlando, FL

## Lead Retrieval Order Form

ITEM	UNIT PRICE			QUANTITY	TOTAL
	Early Bird Thru 1/21	Advance 1/22-2/25	On-Site 2/26-3/15		
<b>HAND HELD UNITS:</b>					
(Prices quoted in U.S. dollars only)					
<input type="checkbox"/> <b>ExpoAccess</b> - Quick Scan mode (Includes real time leads online - no download required)	\$275.00	\$ 360.00	\$ 440.00	X _____ =	\$ _____
Upgrade ExpoAccess to qualify mode	\$100.00	\$ 130.00	\$ 160.00	X _____ =	\$ _____
<input type="checkbox"/> <b>ExpoScan</b> - Provided with 1 download (Data is available online after the event)	\$350.00	\$ 455.00	\$ 560.00	X _____ =	\$ _____
Add Printer to ExpoScan	\$100.00	\$ 130.00	\$ 160.00	X _____ =	\$ _____
Lead file on memory stick (price includes USB memory stick)	\$ 50.00	\$ 65.00	\$ 80.00	X _____ =	\$ _____
<b>SMART PHONE APPLICATION:</b>					
<input type="checkbox"/> <b>ExpoSmart</b> - Lead Retrieval App (Compatible with Blackberry 6.0, Android 2.2, and iPhone with autofocus camera)	\$149.00	\$ 199.00	\$ 249.00	X _____ =	\$ _____
<b>OPTIONAL SERVICES:</b>					
<input type="checkbox"/> <b>Delivery &amp; pick-up</b> (Please provide an on-site mobile phone number below to schedule your delivery)			\$ 125.00	X _____ =	\$ _____
<b>TOTAL</b>					\$ _____

**ORDER ONLINE for IMMEDIATE SAVINGS!**

[www.rcsreg.com/leads/tms2012es](http://www.rcsreg.com/leads/tms2012es)

CONTACT INFORMATION	
Name _____	Booth # _____
Company _____	Mobile Phone _____
Address _____	email _____
City, ST, Zip _____	(email <b>receipt</b> will be sent once order is processed)
Country _____	email _____
	(email <b>confirmation</b> will be sent once order is processed)

PAYMENT:	
- a confirmation will be sent when order is processed if email provided -	
<b>Credit Card</b> - Orders must be processed online or call 805-654-0171	
<b>Check</b> (US funds drawn on a US bank) - Make payable to <b>REGISTRATION CONTROL SYSTEMS</b>	
Mail completed form with check to:	
EXHIBITOR SERVICES DESK	Phone: 805-654-0171
REGISTRATION CONTROL SYSTEMS	<a href="mailto:exhibitorserv@rcsreg.com">eMail: exhibitorserv@rcsreg.com</a>
1833 Portola Rd., Suite C	<b>Orders must be pre-paid.</b>
Ventura, CA 93003	<b>No purchase orders will be accepted.</b>



To ensure availability, order early.  
No refunds for advance orders or units not utilized onsite. Refunds are not issued for unreported defects.  
Please return units within one hour of the close of the event.  
Non-returned units recovered by RCS will be charged a full delivery charge.  
Lost or damaged units will be charged a replacement fee of \$1,800.00.

**ORDER ONLINE - [www.rcsreg.com/leads/tms2012es](http://www.rcsreg.com/leads/tms2012es)**

**PLEASE RETAIN A COPY FOR YOUR RECORDS**

# LEAD COLLECTION CHOICES THAT ARE RELIABLE AND EASY TO USE



REGISTRATION  
CONTROL SYSTEMS

EXPOACCESS



The **ExpoAccess** is a Web enabled wireless mobile lead collection device and real-time web page lead management system. This new technology concept uses the java enabled color Blackberry platform to transfer data from an attendee's badge to an exhibitor's personal event web site. All leads can be custom qualified using the web site for personalization. Using this RCS system, exhibitors do not need to carry away a CD or memory stick or wait in line to download or "retrieve" data at the end of the event. The wireless enabled mobile unit delivers all the sales lead data in real-time to a secure exhibitor web site with online password protected access by the exhibiting company's personnel. The Web enabled ExpoAccess mobile unit provides a totally new approach to lead collection, management and follow-up. Data can be accessible at the web site for up to 90 days after the event.

The **Qualify Option** allows easy selection of qualifying criteria for each lead by use of the Blackberry mouse.

EXPOSCAN



The **ExpoScan** is the latest in improved Lead Generation Systems. ExpoScan makes it easier to collect your leads and more effectively use these leads to increase sales revenue and expand the scope of your business. ExpoScan is a compact, mobile integrated badge reader with internal memory that does not require an electrical hookup. It has the option of an external Bluetooth printer. ExpoScan stores each lead in its memory and these leads are then made available on a secure password protected web site. At the end of the show just drop off the ExpoScan unit and the data will be immediately downloaded to your secure web site for your continual use for up to 90 days after the show. No waiting to download your data on-site or having the possibility of your leads getting lost.

PRINTER



The **Printer Option** provides a thermal printer that does not require an electrical hookup and automatically produces a complete lead form which includes the ID#, name, title, company name, address, phone, fax, email, demographic codes, and the time and date visited, as well as ample room to write notes. 58mm thermal printer, prints 1000+ leads on a single charge. Bluetooth® technology.

EXPOSMART



The **ExpoSmart** allows the exhibitor to use their personal Android 2.2, Blackberry 6.0, or iPhone with autofocus camera for lead management. The Exhibitor downloads the ExpoSmart application to their smart phone prior to the event, eliminating the need to pick up or return equipment once they arrive on-site. With ExpoSmart, the exhibitor simply scans a QRCode printed on the badge. ExpoSmart offers all of the same real-time web page lead management and custom qualification features as the ExpoAccess.

## QUICK CHOICE GRID

	Data Storage/Downloads	Lead Printing Options	Qualifier Options	Capacity	Power	PC Required
<b>ExpoAccess</b>	Leads are stored on exhibitors personal web site in real time	Leads can be printed from web site	10 customized qualification questions with 10 answers each on web site (included)	Unlimited	Rechargeable Battery (no electricity required)	NO
<b>ExpoScan</b>	Leads can be downloaded to web site or memory stick	Lead prints on 4" paper roll (optional)	N/A	1,500 Leads	Rechargeable Battery (no electricity required)	NO
<b>ExpoSmart</b>	Leads are stored on exhibitors personal web site in real time	Leads can be printed from web site	9 customized qualification questions with 10 answers each on web site (included)	Unlimited	Exhibitors phone charger	Smart Phone

### FOR MORE INFORMATION

Call our RCS Exhibitor Services Desk at 805-654-0171

[eMail: exhibitorserv@rcsreg.com](mailto:exhibitorserv@rcsreg.com)

**OFFICIAL COMPUTER RENTAL ORDER FORM**


QTY	DESKTOP LCD DISPLAYS	SHOW PRICE	TOTAL
	24" LCD Display (16:9)	\$225.00	
	20" LCD Display (16:9)	\$145.00	
	19" LCD Display (4:3)	\$105.00	
	Wall Mount Bracket for 19-24" LCDs	\$25.00	
	72" Single Post Stand for 19-24" LCD Monitors being used with SSR Display	\$95.00	
	72" Single Post Stand for 19-24" LCD Monitors w/ client's own display & mount	\$175.00	

QTY	HP TOUCHSMART All-In-One PC – Win Vista 64Bit Business Edition	SHOW PRICE	TOTAL
	Core 2 Duo 2.16Hz, 4GB RAM, 500GB HD, 22" Touchscreen LCD	\$365.00	

QTY	PC DESKTOPS - Includes 17" LCD	SHOW PRICE	TOTAL
	C2D 2.4GHz, 2GB RAM, 160GB HD, DVD-CDRW, NIC	\$185.00	
	Quadcore i7 2.93GHz, 8GB RAM, 1TB Hard Drive	\$230.00	

QTY	NOTEBOOKS	SHOW PRICE	TOTAL
	C2D 2.0, 4GB RAM, 120GB Hard Drive, DVD-RW	\$195.00	
	QuadCore i7 1.73GHz, 8GB RAM, 500GB Hard Drive	\$250.00	

QTY	APPLE IMACs	SHOW PRICE	TOTAL
	Apple 20" IMAC Intel Core 2 Duo 2.0GHz 4GB 250GB DVDRW	\$250.00	
	Apple 24" IMAC Intel Core 2 Duo 2.4GHz 4GB 250GB DVDRW	\$295.00	

QTY	APPLE NOTEBOOKS	SHOW PRICE	TOTAL
	Apple 15.4" MacBook Pro Core 2 Duo 2.16GHz 2GB 100GB DVDRW	\$275.00	
	Apple 17.0" MacBook Pro Core 2 Duo 2.4 GHz 2GB 160GB Super Drive	\$295.00	

QTY	VIDEO WALLS (Call for rates on other configurations)	SHOW PRICE	TOTAL
	2X2 Seamless 42" Plasma Video Wall - Includes Floor Stand or Wall Mounts	\$6,250.00	
	2X2 Seamless 46" LCD Video Wall - Includes Floor Stand or Wall Mounts	\$7,500.00	

QTY	LARGE PLASMA & LCD DISPLAYS - Include Desk Stand	SHOW PRICE	TOTAL
	65" Plasma Display (16:9)	\$1,595.00	
	61" Plasma Display (16:9)	\$1,295.00	
	50" Plasma Display (16:9) - Includes Speakers	\$695.00	
	42" Plasma Display (16:9) - Includes Speakers	\$595.00	
	40" LCD Display (16:9) - Includes Speakers	\$595.00	
	32" LCD Display (16:9) - Includes Speakers	\$395.00	
	Wall Mount Bracket for 32-65" Display	\$25.00	
	72" Dual Post Stand for 32" and Larger being used with SSR Display	\$95.00	
	72" Dual Post Stand for 32" and Larger with client's own display & mount	\$175.00	
	Accessory Shelf for Dual Post Stand to hold VCR, DVD, Laptop etc.	\$25.00	

QTY	TOUCH SCREEN LCD DISPLAYS	SHOW PRICE	TOTAL
	46" LCD Touch Screen Display	\$1,250.00	
	42" LCD Touch Screen Display	\$950.00	
	32" LCD Touch Screen Display	\$625.00	

QTY	AUDIO VISUAL EQUIPMENT	SHOW PRICE	TOTAL
	DVD Player w/ Remote	\$85.00	
	JBL Pro Powered Speakers with Stand	\$150.00	
	Wireless Microphone Kit: Circle Choice - Lav, Headset or Hand-held	\$290.00	
	Booth Sound System – 2 Anchor Amplified Speakers w/ Stands, 1 Wired Hand-held Mic, 1 Wireless Hand-held or Lav Mic, Mixer.	\$395.00	

QTY	FRIENDLYWAY KIOSKS	SHOW PRICE	TOTAL
	Friendlyway 19" Kiosk	\$795.00	
	Friendlyway 17" Kiosk	\$695.00	
	Friendlyway 15" Kiosk	\$495.00	

<b>EQUIPMENT SUB TOTAL</b>			
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**UNION & MATERIAL HANDLING FEES:** All MATERIAL HANDLING & UNION LABOR costs associated with the delivery, installation and removal of equipment are the customer's responsibility and will be billed directly to the customer. Please ask your sales representative for weights and cost estimations.

**SERVICE:** All rentals include 24x7 service & support.

**DAMAGE WAIVER/LOSS COVERAGE:** Unless you have selected the damage waiver and loss coverage under this agreement, you are required to keep our property insured against loss by fire, theft, and other risks included in the standard form of "all risk" insurance naming us as additional insured" and "loss payee." In the event of such a loss, you agree to promptly reimburse us for the replacement cost of such property and claims for all losses and injuries caused by such property. Intentional abuse is excluded from coverage of the damage waiver and loss coverage and a filed police report must be produced for coverage to apply.

Unless you have accepted our Damage Waiver Coverage, you will be responsible for the costs resulting from damage to our property including service and repair charges. Damage Waiver Coverage does not extend to misuse or intentional abuse and is subject to a deductible of \$250 for laptops, \$1,000 for copiers and projectors, and \$2,500 for kiosks, plasmas, and large (30" or more) LCD panels.

**DELIVERY/PICKUP:** A representative from your organization must be in the booth at the time of delivery and pickup to sign for the equipment. If a repeat delivery is required, an additional charge will apply. Any changes to scheduled delivery time within 7 days of the event will result in an additional charge.

**PAYMENT:** SmartSource Rentals requires payment in full at the time your order is placed. Payment includes but is not limited to Equipment Rental, Delivery and Tax.

**CREDIT CARD:** For your convenience, we will use this authorization to charge your credit card for your advance orders and any additional fees incurred as a result of on-site orders by your representatives. These fees include any services provided by SmartSource Rentals or charges we incur on your behalf.

**CANCELLATION:** Cancellation of rental equipment and services must be made 7 days prior to delivery. No refunds will be made to any order where cancellation is made less than 7 days prior to delivery.

**RESPONSIBILITY:** Customer is responsible for all loss and damage to equipment. All orders are subject to SmartSource Rentals standard terms and conditions. Prices are subject to change without notice.

**EQUIPMENT SUB  
TOTAL FROM PAGE 1**

**UNLESS YOU CHECK THE BOX TO THE LEFT, A 10.5% FEE FOR DAMAGE WAIVER & LOSS COVERAGE, WILL BE ADDED TO YOUR ORDER.**

**DELIVERY/SET UP &  
PICK UP 22% OF  
EQUIPMENT TOTAL  
(Minimum \$125)**

**SUB TOTAL**

**SALES TAX RATE**

**6.5%**

**SALES TAX**

**TOTAL\***

**A 25% SURCHARGE TO BE APPLIED TO  
ALL EQUIPMENT RENTED AFTER  
FRIDAY, MARCH 2, 2012**

**PLEASE FILL IN ALL BOXES BELOW – PLEASE PRINT NEATLY OR TYPE**

EXHIBITION INFORMATION		PAYMENT INFORMATION	
Show Name <b>TMS 2012</b>	Company Name		
Exhibiting Company Name	Billing Address		
Booth # & Hall/Room Name	City	State	ZIP
Show Site Contact	Credit Card Number	Exp. Date	
Show Site Contact Cell Phone #	Authorized Signature	Security Code	
Setup Date & Time (2 hr Window Required)	Print Name		
Pick-up Date & Time (2 hr Window Required)	Email Address		
Ordered By	Phone #	Fax #	

ORDER COMMENTS / INSTRUCTIONS

**FAX ORDER FORM TO:  
(972) 692-7815**

**OR EMAIL ORDER FORM TO:  
EXHIBITORSALES@SMARTSOURCERENTALS.COM**