
SERVICE INFORMATION

BOOTH EQUIPMENT

Each 10' x 10' booth will be set up with 8' high blue, red and black back drape, 36" high blue side dividers, and a 7" x 44" one-line identification sign.

EXHIBIT HALL CARPET

The exhibit area will NOT be carpeted. Aisle carpeting will be blue jay.

DISCOUNT PRICE DEADLINE DATE

Order early to take advantage of advance order discount rates, place your order by February 08, 2013.

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

Saturday	March 02, 2013	8:00 AM - 5:00 PM
Sunday	March 03, 2013	8:00 AM - 5:00 PM

EXHIBIT HOURS

Monday	March 04, 2013	12:00 PM - 6:30 PM
Tuesday	March 05, 2013	10:30 AM - 6:00 PM
Wednesday	March 06, 2013	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

Wednesday	March 06, 2013	3:00 PM - 7:00 PM
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We will begin returning empty containers once aisle carpet is removed.

DISMANTLE AND MOVE-OUT INFORMATION

All exhibitor materials must be removed from the exhibit facility by Wednesday, March 06, 2013 at 7:00 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 Wednesday, March 06, 2013 at 5:00 PM.

POST SHOW PAPERWORK AND LABELS

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

SERVICE CONTRACTOR CONTACTS / INFORMATION:

FREEMAN
 3323 I H 35 North, Ste 120
 San Antonio, TX 78219
 (210) 227-0341 fax (469) 621-5611
 FreemanSanAntonioES@freemanco.com

FREEMAN EXHIBIT TRANSPORTATION

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

FREEMAN ONLINE®

Take advantage of discount pricing by ordering online at www.freemanco.com/store by February 08, 2013. 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/ 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 2013 142ND ANNUAL MEETING & EXHIBITION
 C/O FREEMAN
 3323 IH 35 NORTH, STE 126
 SAN ANTONIO, TX 78219

Freeman will accept crated, boxed or skidded materials beginning Friday, February 01, 2013, at the above address. Material arriving after February 22, 2013 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 2013 142ND ANNUAL MEETING & EXHIBITION
 C/O FREEMAN
 HENRY B GONZALEZ CONVENTION CENTER
 200 E MARKET ST, BOWIE ST. DOCK
 SAN ANTONIO, TX 782052637

Freeman will receive shipments at the exhibit facility beginning Saturday, March 02, 2013. 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 (210) 227-0341.

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 (210) 227-0341 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 08, 2013.

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.

Children are not permitted in the exhibit hall during installation and dismantle. All other times children must be accompanied by an adult.

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

Call Freeman's Exhibitor Services department at (210) 227-0341 with any questions or needs you may have.

For more information and helpful hints on pre-show procedures and move-in, please go to www.freemanco.com/preshowFAQ.

For more information and helpful hints on post-show procedures and move-out, please go to www.freemanco.com/postshowFAQ.

F R E E M A N

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 San Antonio, TX 78219
 (210) 227-0341 Fax: (469) 621-5611
 FreemanSanAntonioES@freemanco.com



DISCOUNT PRICE
 DEADLINE DATE
 FEBRUARY 08, 2013

INCLUDE THIS FORM
 WITH YOUR ORDER

NAME OF SHOW: **TMS 2013 142ND ANNUAL MEETING & EXHIBITION / MARCH 4-6, 2013**

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 BANK TRANSFER

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.)

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

CREDIT/DEBIT CARD

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

AMERICAN EXPRESS MASTER CARD VISA FREEMAN NOW ACCEPTS DEBIT CARDS

Please reference (294101) on your remittance.
 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	UTILITIES	GRAND TOTAL	

- Remember to order in advance to save time and money. You may place your order by phone, fax, mail, or use our online ordering service at: www.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/?294101>

FREEMAN method of payment

FREEMAN

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San Antonio, TX 78219
(210) 227-0341 Fax: (469) 621-5611
FreemanSanAntonioES@freemanco.com



TMS 2013 142ND ANNUAL MEETING & EXHIBITION / MARCH 4-6, 2013

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"/> UTILITIES | <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/DEBIT CARD AUTHORIZATION

- AMERICAN EXPRESS MASTERCARD VISA

FREEMAN NOW ACCEPTS DEBIT CARDS

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 any exhibitor's 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.



executive chair

Black Tweed
28"W 25"L 45"H – N71044



black diamond side chair

21"W 23"L 32"H – N71089

black diamond armchair

20"W 21"L 33"H – N71090



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.



Soho Bistro Table (page 5)

black diamond stool
22"W 18"L 46"H – N71088



casey padded stool
Black or Gray Fabric
20"W 21.5"L 42.5"H – C210112



limerick® chair
By Herman Miller
Gray
18"W 18"L 33"H – C210108



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



loung seating

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



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.



Milano Table (page 6)
Diplomat Chair (page 2)

For ideas on furniture pairings, go to www.freemanco.com

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 table-top 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 Café	30"H x 24"W	N72069
Black-Top Bistro	42"H x 24"W	N72070
Black-Top Café	30"H x 36"W	N72067
Black-Top Bistro	42"H x 36"W	N72068

chelsea series

Butcher Block-Top Café	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

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

Freeman's latest seven-foot conference table, featuring clean curved lines and a wealth of work space.

hemingway writing table

Black
24"W 49"L 29"H – N720191



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.



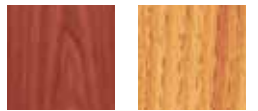
Cherry Tables (page 4)
Cherry Barrel Chairs (page 2)
Black Table Lamp (page 10)

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 table counters, to ensure your show space will be both attractive and interactive.



draped or undraped table counters

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

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

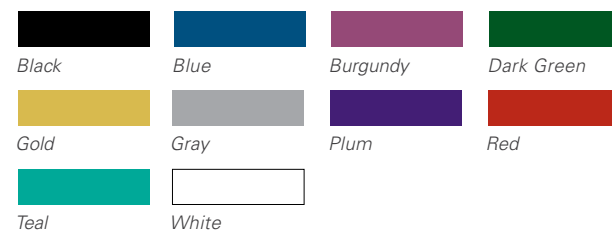


Table-top risers are also available in a variety of sizes. See order form for details.



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

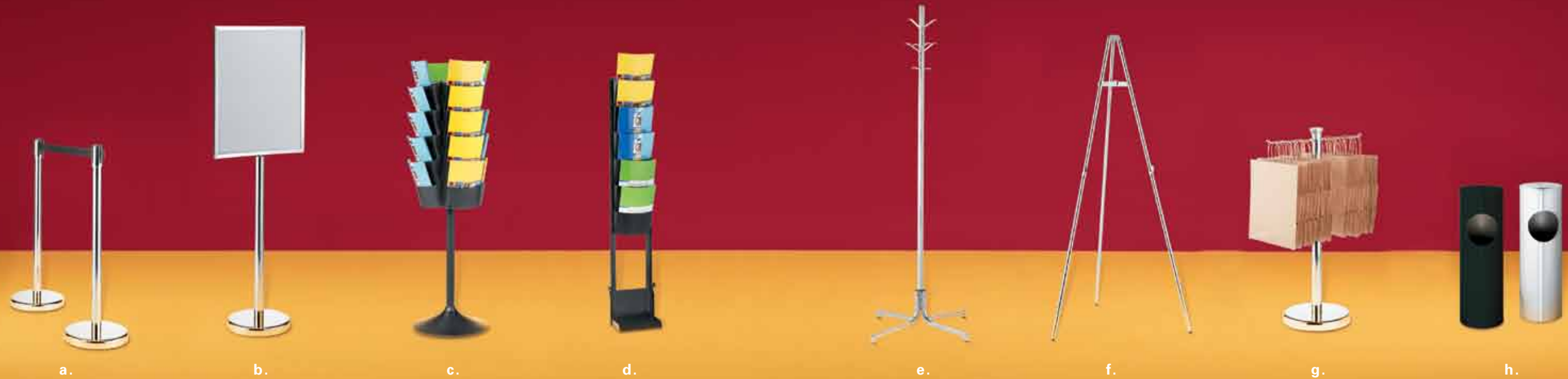
Pedestal for computer demo with keyboard tray and interior storage. (Computer not included.)



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



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

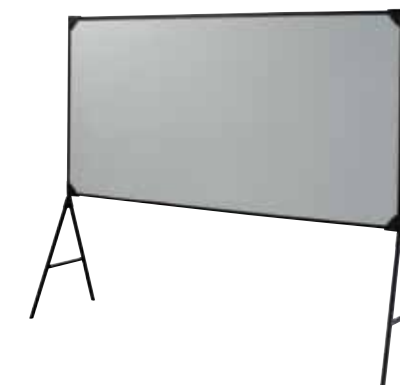
15"W 29"L 50"H – N74081



table lamp*

Black

25"H – N75052



floor-standing bulletin board

48"W 96"L 78"H – C10201484

special draping

(not pictured)

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

*Note: Electrical power must be ordered separately.

For ideas on furniture pairings, go to www.freemanco.com

FREEMAN

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 FreemanSanAntonioES@freemanco.com



ONLINE PRICE
 DISCOUNT PRICE
 DEADLINE DATE

FEBRUARY 08, 2013

INCLUDE THE FREEMAN METHOD OF
 PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **TMS 2013 142ND ANNUAL MEETING & EXHIBITION / MARCH 4-6, 2013**

COMPANY NAME: _____ BOOTH #: _____ BOOTH SIZE: _____ X

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

For Assistance, please call (210) 227-0341 to speak with one of our experts.

For fast, easy ordering, go to www.freemanco.com/store

FURNISHINGS

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
CHAIRS Pages 1 & 2						
___	N71092	Diva Counter Stool	152.95	168.25	214.15	_____
___	N71091	Diva Chair	130.05	143.05	182.05	_____
___	N710102	Santana Chair	118.85	130.75	166.40	_____
___	N710144	Diplomat Chair	166.10	182.70	232.55	_____
___	N71038	Cherry Barrel Chair	143.65	158.00	201.10	_____
		<input type="checkbox"/> Cranberry <input type="checkbox"/> Taupe				
___	N71048	Gray Gaslift Stool w/Arms .	165.60	182.15	231.85	_____
___	N71047	Gray Gaslift Stool	165.60	182.15	231.85	_____
___	N71046	Gray Gaslift Chair w/Arms ..	153.70	169.05	215.20	_____
___	N71045	Gray Gaslift Chair	153.70	169.05	215.20	_____
___	N71044	Executive Chair	177.70	195.45	248.80	_____
___	N71089	Black Diamond Side Chair..	73.95	81.35	103.55	_____
___	N71090	Black Diamond Arm Chair..	96.35	106.00	134.90	_____

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
CHAIRS Page 3						
___	N71088	Black Diamond Stool	106.45	117.10	149.05	_____
___	C210108	Limerick® Chair..... by Herman Miller	45.00	49.50	63.00	_____
___	C210112	Casey Padded Stool	68.30	75.15	95.60	_____
		<input type="checkbox"/> Black <input type="checkbox"/> Gray				

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
LOUNGE SEATING Page 3						
___	N73091	Signature Loveseat	428.60	471.45	600.05	_____
___	N71093	Signature Chair	295.00	324.50	413.00	_____

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
TABLES Page 4						
___	N72026	Cherry Cocktail Table.....	131.90	145.10	184.65	_____
___	N72027	Cherry End Table.....	108.75	119.65	152.25	_____
___	N72015	Glass Conference Table.....	139.75	153.75	195.65	_____
		<input type="checkbox"/> Black <input type="checkbox"/> Chrome				

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
TABLES Page 5						
___	N72028	Metro Slate Cocktail Table...	116.50	128.15	163.10	_____
___	N72029	Metro Slate End Table.....	85.35	93.90	119.50	_____
___	C115103	Studio Black Cocktail Table.	85.35	93.90	119.50	_____
___	C115104	Studio Black End Table.....	62.05	68.25	86.85	_____

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
TABLES Page 5						
Pedestal Tables - SoHo Series						
___	N72066	Black-top Mini 18"W x 18"H	N/A	N/A	N/A	_____
___	N72069	Black-top Cafe 24"W x 30"H ...	133.15	146.45	186.40	_____
___	N72070	Black-top Bistro 24"W x 42"H	135.15	148.65	189.20	_____
___	N72067	Black-top Café Table 36"x30".	135.45	149.00	189.65	_____
___	N72068	Black-top Bistro 36"W x 42"H ..	137.45	151.20	192.45	_____

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
Pedestal Tables - Chelsea Series - Butcher Block Top						
___	N72063	Café Table 30"W x 30"H	122.65	134.90	171.70	_____
___	N72064	Café Table 36"W x 30"H	124.65	137.10	174.50	_____
___	N720163	Bistro Table 30"W x 42"H	126.65	139.30	177.30	_____
___	N720164	Bistro Table 36"W x 42"H	128.65	141.50	180.10	_____

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
OFFICE FURNITURE Page 6						
___	N72093	Milano Table/Blonde Top	277.15	304.85	388.00	_____
___	N72092	Milano Table/Black Top	277.15	304.85	388.00	_____
___	N72094	Luna Table/Black Top	432.40	475.65	605.35	_____
___	N720191	Hemingway Writing Table	242.15	266.35	339.00	_____
___	N74061	Cherry Desk 5'	406.35	447.00	568.90	_____
___	N74065	Cherry Bookcase	135.65	149.20	189.90	_____
___	N74064	Cherry Credenza	312.65	343.90	437.70	_____
___	N74071	Oak Desk 5'	367.90	404.70	515.05	_____
___	N74075	Oak Bookcase	125.85	138.45	176.20	_____
___	N74074	Oak Credenza	288.80	317.70	404.30	_____

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
DISPLAY FURNITURE Page 7						
___	N72056	Display Counter.....	242.15	266.35	339.00	_____
___	N75079	Orion Computer Kiosk.....	287.30	316.05	402.20	_____
___	N75030	Black Display Cube/Small.....	152.95	168.25	214.15	_____
___	N75031	Black Display Cube/Medium....	166.30	182.95	232.80	_____
___	N75032	Black Display/Large.....	192.90	212.20	270.05	_____

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
Display Cylinders						
___	N75020	Black Display Cylinder/Low.	111.75	122.95	156.45	_____
___	N75021	Black Display Cylinder/Med.	118.00	129.80	165.20	_____
___	N75022	Black Display Cylinder/Lg....	128.80	141.70	180.30	_____

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

TMS 2013 142ND ANNUAL MEETING & EXHIBITION / MARCH 4-6, 2013

NAME OF SHOW: _____
 COMPANY NAME: _____ BOOTH:: _____ BOOTH SIZE: _____ X
 CONTACT NAME : _____ PHONE #: _____
 E-MAIL ADDRESS : _____

For Assistance, please call (210) 227-0341 to speak with one of our experts.

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FURNISHINGS

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
DISPLAY FURNITURE Page 7 & 8 (continued)						
Draped Tables - Tables are 30" wide						
<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	71.45	78.60	100.05	_____
___	C130430	Draped Table 4'L x 30"H	80.65	88.70	112.90	_____
___	C130630	Draped Table 6'L x 30"H	94.80	104.30	132.70	_____
___	C130830	Draped Table 8'L x 30"H	113.35	124.70	158.70	_____
___	C1240463	4th Side Drap 6'L x 30"H...	23.70	26.05	33.20	_____
___	C1240483	4th Side Drap 8'L x 30"H...	23.70	26.05	33.20	_____
___	C130342	Draped Counter 3'L x 42"H	105.55	116.10	147.75	_____
___	C130442	Draped Counter 4'L x 42"H	113.35	124.70	158.70	_____
___	C130642	Draped Counter 6'L x 42"H	127.45	140.20	178.45	_____
___	C130842	Draped Counter 8'L x 42"H	145.90	160.50	204.25	_____
___	C1240464	4th Side Drap 6'L x 42"H..	28.05	30.85	39.25	_____
___	C1240484	4th Side Drap 8'L x 42"H..	28.05	30.85	39.25	_____

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
Undraped Tables - Tables are 30" wide						
___	C131330	Undraped Table 3'L x 30"H..	29.50	32.45	41.30	_____
___	C131430	Undraped Table 4'L x 30"H..	38.05	41.85	53.25	_____
___	C131630	Undraped Table 6'L x 30"H..	45.80	50.40	64.10	_____
___	C131830	Undraped Table 8'L x 30"H..	52.00	57.20	72.80	_____
___	C131342	Undraped Counter 3'Lx42"H	47.40	52.15	66.35	_____
___	C131442	Undraped Counter 4'Lx42"H	53.55	58.90	74.95	_____
___	C131642	Undraped Counter 6'Lx42"H	63.55	69.90	88.95	_____
___	C131842	Undraped Counter 8'Lx42"H	69.90	76.90	97.85	_____

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
Table Top Risers						
___	C150410	Single Step Riser 4'L x 7"H	34.20	37.60	47.90	_____
___	C150610	Single Step Riser 6'L x 7"H	52.80	58.10	73.90	_____
___	C150810	Single Step Riser 8'L x 7"H	66.80	73.50	93.50	_____
___	C150414	Single Step Riser 4'L x14"H	34.20	37.60	47.90	_____
___	C150614	Single Step Riser 6'L x14"H	52.80	58.10	73.90	_____
___	C150814	Single Step Riser 8'L x14"H	66.80	73.50	93.50	_____
___	C150420	Double Step Riser 4'L	66.80	73.50	93.50	_____
___	C150620	Double Step Riser 6'L	100.95	111.05	141.35	_____
___	C150820	Double Step Riser 8'L	131.90	145.10	184.65	_____

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
ACCESSORIES Pages 9 & 10						
___	C220121	Chrome Stanchion w/belt ..	82.80	91.10	115.90	_____
___	C220118	Chrome Sign Holder	59.05	64.95	82.65	_____
___	N750135	Round Literature Rack	139.70	153.65	195.60	_____
___	N750136	Flat Literature Rack	119.70	131.65	167.60	_____
___	C220109	Chrome Coat Tree	31.00	34.10	43.40	_____
___	C220134	Chrome Easel	29.50	32.45	41.30	_____
___	C220110	Chrome Bag Rack	51.20	56.30	71.70	_____
___	N75053	Black Trash Receptacle	N/A	N/A	N/A	_____
___	N75054	Aluminum Trash Receptacle	48.90	53.80	68.45	_____
___	220107	Wastebasket	14.10	15.50	19.75	_____
___	220106	Corrugated Wastebasket....	N/A	N/A	N/A	_____
___	N75057	Small Refrigerator	288.80	317.70	404.30	_____
___	N75052	Black Table Lamp	68.30	75.15	95.60	_____
___	N74082	File Cabinet/2 Drawer	85.35	93.90	119.50	_____
___	N74081	File Cabinet/4 Drawer	113.35	124.70	158.70	_____
___	10201484	Bulletin Board	130.05	143.05	182.05	_____

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
Special Drape						
<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.) ..	10.30	11.35	14.40	_____
___	12108	Special Drape 8'H (per ft.) ...	12.50	13.75	17.50	_____

TOTAL COST		
_____	+	_____ = _____
Sub-Total		8.125 % 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

Take advantage of the Online price by ordering at www.freemanco.com/store before FEBRUARY 08, 2013

FREEMAN

3323 IH 35 North, Suite 120
 San Antonio, Texas 78219
 (210) 227-0341 • Fax: (469) 621-5611
 FreemanSanAntonioES@freemanco.com



DISCOUNT/ONLINE PRICE
 DEADLINE DATE
 FEBRUARY 08, 2013

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

NAME OF SHOW: **TMS 2013 142ND ANNUAL MEETING & EXHIBITION / MARCH 4-6, 2013**

COMPANY NAME: _____ BOOTH #: _____

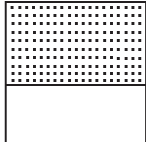
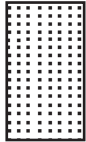
CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS: _____

For Assistance, please call 210-227-0341 to speak with one of our experts.

For fast, easy ordering, go to www.freemanco.com/store

ACCESSORIES



FRAMES ARE ALUMINUM
 BOARD COLOR - WHITE ONLY

PERFBOARD

Straight Hook - 1 1/4"



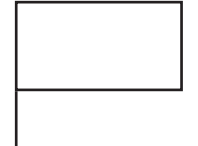
Single Hook - 6"



Double Hook - 8"

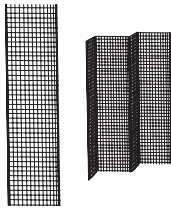


HOOKS



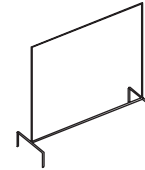
ALL BOARDS ARE GRAY VELCRO
 WITH A BLACK FRAME
 AND ARE DOUBLE-SIDED

BULLETIN BOARD



Chrome 24" x 96" Panels

GRID PANELS



Chrome
 Garment Rack

GARMENT RACKS

Qty	Part #	Description	Online Special Price	Discount Price	Standard Price	Total
PERFBOARD / BULLETIN BOARDS						
_____	10201280	2' x 8' Vertical S/S Panel	\$98.95	108.85	138.55	_____
_____	10201282	2' x 8' Vertical D/S Panel	\$98.95	108.85	138.55	_____
_____	10201480	4' x 8' Vertical S/S Panel	\$130.55	143.60	182.75	_____
_____	10201482	4' x 8' Vertical D/S Panel	\$187.55	206.30	262.55	_____
_____	10201480	4' x 8' Horizontal S/S Panel	\$130.55	143.60	182.75	_____
_____	10201482	4' x 8' Horizontal D/S Panel	\$187.55	206.30	262.55	_____
_____	10202	Perfboard Loop Hook	\$0.70	0.75	1.00	_____
_____	10203	Perfboard Single Hook	\$1.25	1.40	1.75	_____
_____	10204	Perfboard Double Hook	\$1.55	1.70	2.15	_____
_____	1020310	3'L x 10"W Shelf	\$54.65	60.10	76.50	_____
_____	10201484	Bulletin Board	\$130.05	143.05	182.07	_____

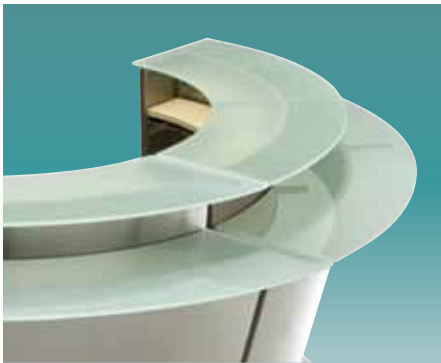
Qty	Part #	Description	Online Special Price	Discount Price	Standard Price	Total
GRIDS						
_____	103028	Chrome Grid - 2' x 8'	\$163.05	179.35	228.25	_____
_____	103010	Black Grid - 2' x 8'	\$163.05	179.35	228.25	_____
MISCELLANEOUS						
_____	10406	6' Garmet Rack	\$60.85	66.95	85.19	_____
_____	15906	Glass Ticket Bowl	\$17.25	19.00	24.15	_____

TOTAL COST

Sub-Total _____ + Tax (8.125%) _____ = TOTAL _____

Don't see what you need?
 Please call an Exhibitor Services Representative @ 210-227-0341

SELECT furnishings



Make your exhibit come to life with Select Furnishings from Freeman. We have an extensive variety of high-quality furniture in eye-catching shapes and styles to suit your budget and design needs, so you're sure to find the perfect solution for your exhibit. Plus, our prices are all-inclusive and cover delivery, installation and material handling, with no hidden fees.



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.

lisbon



chair

Black Leather

40" L 36" D 34" H – 81011



loveseat

Black Leather

64" L 36" D 34" H – 8303



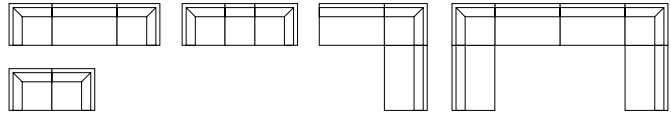
sofa

Black Leather

88" L 36" D 34" H – 8302

newport

possible configurations:



loveseat

Charcoal Leather

54" L 34" D 33" H – 8308



armless chair

Charcoal Leather

24" L 34" D 33" H – 8109



corner chair

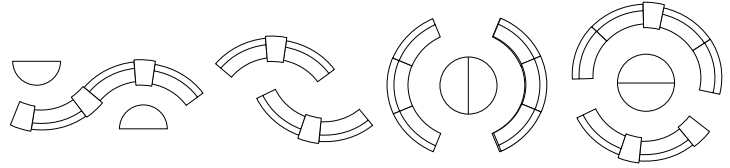
Charcoal Leather

34" L 34" D 33" H – 81010

Call customer service at the number listed on Quick Facts. For fast, easy ordering, go to www.freemanco.com.

south beach

possible configurations (featuring the half round ottomans from page 5):



sofa

Platinum Suede
69" L 29" D 33" H – 8301



ottoman

Platinum Suede
25" L 31" D 18" H – 8151

key west



loveseat

Black Fabric
57" L 35" D 33" H – 8307



sofa

Black Fabric
85" L 35" D 33" H – 8306



tub chair

Black Fabric
31" L 31" D 31" H – 8103

Call customer service at the number listed on Quick Facts. For fast, easy ordering, go to www.freemanco.com.



astro

chair

Beige Suede
36"L 36"D 29"H – 810809

sofa

Beige Suede
83"L 36"D 29"H – 83063



allegro

chair

Blue Fabric
36"L 34.5"D 30"H – 81019

sofa

Blue Fabric
73"L 34.5"D 29.5"H – 83015



marrakesh

chair

Beige Fabric
34"L 37"D 38"H – 810808

sofa

Beige Fabric
83"L 36"D 29"H – 83062



memphis

chair

Black Fabric
27.25"L 31.75"D 27.5"H – 810812

sofa (compact)

Black Fabric
55"L 31"D 28"H – 83064



roma

chair

White Vinyl
37"L 31"D 33"H – 81020

sofa

White Vinyl
78"L 31"D 33"H – 83016



Call customer service at the number listed on Quick Facts. For fast, easy ordering, go to www.freemanco.com.

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.

ottomans

square ottoman

Black Leather – 8154
White Leather – 8152
 40”L 40”D 17”H



bench ottoman

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



half round ottoman

White Leather – 81514
Black Leather – 81513
 72”L 36”D 17”H



vibe cube

Blue Vinyl – 81518
Pink Vinyl – 81520
Red Vinyl – 81519
Yellow Vinyl – 81517
 18”L 18”D 18”H



leather cube

Black Leather – 81512
White Leather – 81511
 17”L 17”D 18”H



Call customer service at the number listed on Quick Facts. For fast, easy ordering, go to www.freemanco.com.

occasional chairs

t-vac chair

Translucent/Chrome

25"L 23"D 30"H – 8101



globus occasional chair

White Vinyl/Chrome

28"L 26"D 28"H – 810819



cappuccino chair

Chocolate Fabric

29"L 29"D 34"H – 8104



madrid chair

Black Leather

30"L 30"D 31"H – 8102



madrid chair

White Leather

30"L 30"D 31"H – 810816



stage chair

24"L 26"D 36"H

Onyx Velour – 8105

Camel Velour – 8106

Beige Velour – 8107

Red Velour – 8108



Call customer service at the number listed on Quick Facts. For fast, easy ordering, go to www.freemanco.com.

occasional chairs

panton chair

White Plastic

20"L 24"D 33"H – 81017



ICE side chair

Transparent/Chrome

17.25"L 20"D 32"H – 810814



new york chair

Onyx/Maple Wood/Chrome

23"L 32"D 33"H – 81090



iso mesh pull-up chair

Black Vinyl/Black Steel

26"L 24"D 38"H – 810707



manhattan chair

Oyster Velour/Black Steel

26"L 22"D 34"H – 810110



berlin stack chair

White & Red Plastic/Chrome – 810811

White & Black Plastic/Chrome – 810810

18"L 22"D 32"H



jetson chair

Black Vinyl/Black Steel

19"L 18"D 31"H – 810702



Call customer service at the number listed on Quick Facts. For fast, easy ordering, go to www.freemanco.com.

conference chairs

luxor executive chair

Black Leather

27" L 28" D 47" H

Adjustable – 810807



tilt executive chair

Onyx Fabric

26" L 25" D 34" H – 81075



flex chair

Black Plastic/Chrome

24" L 22" D 31" H – 81018



altura conference/ guest chair

Black Fabric/Black Steel

25" L 20" D 34" H – 81063



perth highback chair

Black Leather/Chrome

23" L 21" D 43" H

Adjustable – 810813



altura junior executive chair

Black Fabric

25" L 25" D 37" H

Adjustable – 81073



Call customer service at the number listed on Quick Facts. For fast, easy ordering, go to www.freemanco.com.

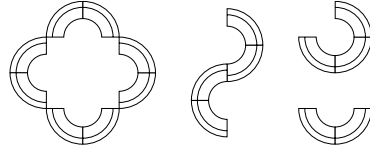
bars & barstools

martini bar

Grey metal rounded bar with frosted glass top and chrome legs
67"L 50"D 47"H – Radius 76.5" – 8501



possible configurations:



ohio barstool

Grey Fabric/Chrome – 810100
Red Fabric/Chrome – 810101
Black Fabric/Chrome – 810102
18" Round 31" H Adjustable



shark swivel barstool

White Plastic/Chrome
22"L 19"D 34-44"H
Adjustable – 810202



banana barstool

White Vinyl/Chrome – 810103
Black Vinyl/Chrome – 810104
21"L 22"D 30"H



ICE barstool

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



gin barstool

Maple Wood/Chrome
16"L 16"D 29"H – 810505



jetson barstool

Black Vinyl/Black Steel
18"L 19"D 29"H – 810706



oslo barstool

Blue Plastic/Chrome – 810200
White Plastic/Chrome – 810201
17"L 20"D 30"H



Tables in coordinating colors are available upon request.

Call customer service at the number listed on Quick Facts. For fast, easy ordering, go to www.freemanco.com.

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 and more.

occasional end & cocktail tables

silverado end table

Tempered Glass/Painted Steel
24" Round 22"H – 82015



silverado table

Tempered Glass/Painted Steel
36" Round 17"H – 82014



inspiration end table

Tempered Glass/Painted Steel
24" L 28"D 22"H – 82023



inspiration table

Tempered Glass/Painted Steel
42" L 28"D 18"H – 82022



geo end table

Glass/Black Steel – 82025
Glass/Chrome – 82035
26" L 26"D 20"H



geo table

Glass/Black Steel – 82024
Glass/Chrome – 82034
50" L 22"D 16"H



sydney end table

Black Laminate/Brushed Steel – 82054
White Laminate/Brushed Steel – 82055
27" L 23"D 22"H



sydney table

Black Laminate/Brushed Steel – 82052
White Laminate/Brushed Steel – 82053
48" L 24"D 18"H



conference tables

nova white oval table

White Laminate/Chrome
71" L 35.5"D 29"H – 82060



manhattan table

Glass/Black Steel
42" Round 29"H – 82033



geo conference table

Glass/Black Steel – 82041
Glass/Chrome – 82051
60" L 36"D 29"H



Call customer service at the number listed on Quick Facts. For fast, easy ordering, go to www.freemanco.com.

product display

etagere

Black – 850604
 Silver – 850605
 30" L 16" D 70" H



locking door pedestal

Black Laminate
 24" L 24" D 42" H – 85078



refrigerators

refrigerator*

White
 14.0 cubic feet
 20" L 30" D 65" H – 8503001



lighting

mason table lamp*

White/Brushed Silver
 16" D Round 26" H – 850707



mason floor lamp*

White/Brushed Silver
 18" D Round 55" H – 850708



*Electrical power must be ordered separately.

Call customer service at the number listed on Quick Facts. For fast, easy ordering, go to www.freemanco.com.

COMPANY NAME: _____ BOOTH #: _____ BOOTH SIZE: X _____

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

For Assistance, please call (210) 227-0341 to speak with one of our experts.

For fast, easy ordering, go to www.freemanco.com/store

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
SEATING						
Pages 1 & 2						

Lisbon Group - Black leather						
___	8302	Sofa	521.85	574.05	730.60	
___	8303	Loveseat	470.40	517.45	658.55	
___	81011	Chair	349.65	384.60	489.50	

Chairs						
___	8102	Barcelona (black leather).....	573.30	630.65	802.60	
___	810816	Barcelona (white leather).....	573.30	630.65	802.60	

Newport Group - Charcoal leather						
___	8308	Loveseat	475.65	523.20	665.90	
___	8109	Armless Chair	269.85	296.85	377.80	
___	81010	Corner Chair	315.00	346.50	441.00	

South Beach Group - Platinum suede						
___	8301	Sofa	458.85	504.75	642.40	
___	8151	Ottoman	200.55	220.60	280.75	

Key West Group - Black						
___	8306	Sofa	412.65	453.90	577.70	
___	8307	Loveseat	372.75	410.05	521.85	

Pages 3 & 4

Astro Group - Beige suede						
___	83063	Sofa	485.10	533.60	679.15	
___	810809	Chair	325.50	358.05	455.70	
___	82052	Sydney Cocktail Table (black)	206.85	227.55	289.60	
___	82054	Sydney End Table (black).....	171.15	188.25	239.60	

Rio Group - Blue suede						
___	8305	Sofa	N/A	N/A	N/A	
___	81014	Chair	N/A	N/A	N/A	
___	82022	Inspiration Table	223.65	246.00	313.10	
___	82023	Inspiration End Table	212.10	233.30	296.95	

Marrakesh Group - Beige						
___	83062	Sofa	435.75	479.35	610.05	
___	810808	Chair.....	309.75	340.75	433.65	

Memphis Group - Black						
___	83064	Sofa	442.05	486.25	618.85	
___	810812	Chair.....	317.10	348.80	443.95	

Chairs						
___	8101	T-Vac (translucent/chrome)....	223.65	246.00	313.10	
___	810819	Globus Occasional (white).....	310.80	341.90	435.10	

Ottomans						
___	8154	Square (black leather)	229.95	252.95	321.95	
___	8152	Square (white leather)	229.95	252.95	321.95	
___	8155	Bench (black leather)	275.10	302.60	385.15	
___	8153	Bench (white leather)	275.10	302.60	385.15	
___	81513	Half Round (black leather).....	286.65	315.30	401.30	
___	81514	Half Round (white leather)	286.65	315.30	401.30	

Cubes						
___	8157	Blueberry	N/A	N/A	N/A	
___	8159	Raspberry	N/A	N/A	N/A	
___	81510	Lemon	N/A	N/A	N/A	
___	81511	Natural	N/A	N/A	N/A	
___	81512	Black Leather	79.80	87.80	111.70	

Pages 5 & 6

Chairs						
___	8104	Cappucino Chair	229.95	252.95	321.95	
___	8105	Stage Chair (onyx)	132.30	145.55	185.20	
___	8106	Stage Chair (camel)	132.30	145.55	185.20	
___	8107	Stage Chair (beige)	132.30	145.55	185.20	
___	8108	Stage Chair (red)	132.30	145.55	185.20	
___	8103	Tub Chair (black)	286.65	315.30	401.30	

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
SEATING (continued)						
Pages 5 & 6						

Chairs (continued)						
___	810810	Berlin Stack Chair (black/white)	77.70	85.45	108.80	
___	810811	Berlin Stack Chair (red/white)..	77.70	85.45	108.80	
___	81017	Panton Chair (white)	137.55	151.30	192.55	
___	810814	ICE Side Chair (transparent)....	151.20	166.30	211.70	
___	81090	New York Chair	135.45	149.00	189.65	
___	810707	ISO Mesh Pull-up Chair	218.40	240.25	305.75	
___	810110	Manhattan Chair (oyster).....	159.60	175.55	223.45	

Pages 7 & 8

Chairs (continued)						
___	81018	Flex Chair w/ wheels	112.35	123.60	157.30	
___	81075	Tilt Executive Chair	223.65	246.00	313.10	
___	810807	Luxor Executive Chair	304.50	334.95	426.30	
___	81063	Altura Conf/Guest Chair	229.95	252.95	321.95	
___	81073	Altura Jr Exec Chair/mid back..	252.00	277.20	352.80	
___	810813	Otto Highback Chair.....	317.10	348.80	443.95	
___	810702	Jetson Chair (black)	135.45	149.00	189.65	

Barstools & Bar

___	810100	Ohio Barstool (gray)	124.95	137.45	174.95	
___	810101	Ohio Barstool (red)	124.95	137.45	174.95	
___	810102	Ohio Barstool (black)	124.95	137.45	174.95	
___	810103	Banana Barstool (white)	136.50	150.15	191.10	
___	810104	Banana Barstool (black)	136.50	150.15	191.10	
___	810815	ICE Barstool (transparent).....	135.80	149.40	190.10	
___	810505	Gin Barstool (maple)	120.75	132.85	169.05	
___	810706	Jetson Barstool (black)	189.00	207.90	264.60	
___	810200	Oslo Barstool (blue)	172.20	189.40	241.10	
___	810201	Oslo Barstool (white)	172.20	189.40	241.10	
___	8501	Martini Bar.....	1,003.80	1,104.20	1,405.30	

TABLES, LIGHTING & MORE

Pages 9 & 10

Tables

___	82033	Manhattan Table 29"H	219.45	241.40	307.25	
___	82015	Silverado End Table 22" H	183.75	202.15	257.25	
___	82014	Silverado Table 17"H	195.30	214.85	273.40	
___	82041	Geo Conf Table (black)	309.75	340.75	433.65	
___	82051	Geo Conf Table (chrome)	309.75	340.75	433.65	
___	82025	Geo End Table (black)	165.90	182.50	232.25	
___	82035	Geo End Table (chrome)	166.95	183.65	233.75	
___	82024	Geo Coffee Table (black)	183.75	202.15	257.25	
___	82034	Geo Coffee Table (chrome)....	183.75	202.15	257.25	
___	82054	Sydney End Table (black).....	171.15	188.25	239.60	
___	82055	Sydney End Table (white).....	171.15	188.25	239.60	
___	82052	Sydney Cocktail Table (black)..	206.85	227.55	289.60	
___	82053	Sydney Cocktail Table (white)..	206.85	227.55	289.60	

Miscellaneous

___	850604	Etagere (black)	226.80	249.50	317.50	
___	850605	Etagere (pewter)	226.80	249.50	317.50	
___	85078	Locking Door Pedestal	338.10	371.90	473.35	
___	8503001	Refrigerator 14 cu. ft. (white)...	568.05	624.85	795.25	

Lighting

___	850704	Floor Lamp 58"H (pewter)	N/A	N/A	N/A	
___	850701	Lumalight Lamp (red)	N/A	N/A	N/A	
___	850702	Lumalight Lamp (white)	N/A	N/A	N/A	
___	850703	Lumalight Lamp (orange).....	N/A	N/A	N/A	
___	850705	Parisian Lamp 28"H (pewter)..	N/A	N/A	N/A	

TOTAL COST			
Sub-Total	+	8.125% Tax	= Total Cost

FREEMAN select furnishings

Take advantage of the Online price
by ordering at www.freemanco.com/store
before FEBRUARY 08, 2013



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.

FREEMAN

3323 I H 35 North, Ste 120
 San Antonio, TX 78219
 (210) 227-0341 Fax: (469) 621-5611
 FreemanSanAntonioES@freemanco.com



DISCOUNT PRICE
 DEADLINE DATE
 FEBRUARY 08, 2013

INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **TMS 2013 142ND ANNUAL MEETING & EXHIBITION / MARCH 4-6, 2013**

COMPANY NAME: _____ BOOTH #: _____ BOOTH SIZE: _____ X

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS: _____

For Assistance, please call (210) 227-0341 to speak with one of our experts.

For fast, easy ordering, go to 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. _____ \$ 16.25 per sq. ft. discount price
 x or = \$ _____
 \$ 24.40 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" @ _____	34.60	51.90 =	_____
7" x 22" @ _____	40.05	60.10 =	_____
7" x 44" @ _____	44.05	66.10 =	_____
9" x 44" @ _____	56.50	84.75 =	_____
11" x 14" @ _____	48.35	72.55 =	_____
14" x 22" @ _____	52.45	78.70 =	_____
14" x 44" @ _____	89.70	134.55 =	_____
22" x 28" @ _____	89.70	134.55 =	_____
28" x 44" @ _____	132.40	198.60 =	_____
20" x 60" @ _____	168.05	252.10 =	_____

(white only)

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

INDICATE YOUR SIGN COPY HERE:

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

Vertical Horizontal Use Your Judgment For Sign Layout

Background Color: _____

Lettering Color: _____

TOTAL COST		
Sub-Total	+	8.125 % Tax
		= Total Cost

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 (210) 227-0341 for assistance.



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*



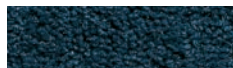
gray pearl*



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.

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

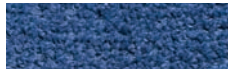
Our Classic Carpet comes in a variety of sizes: 9' x 10', 9' x 20', 9' x 30', 9' x 40' and larger. Prices include delivery, installation, carpet tape, carpet removal and all carpet material handling fees. Foam padding and visqueen covering are available for a small surcharge. As always, there are no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



gray



tuxedo



blue



black



red



plum



green



burgundy

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.

F R E E M A N

FREEMAN

3323 I H 35 North, Ste 120
San Antonio, TX 78219
(210) 227-0341 Fax: (469) 621-5611
FreemanSanAntonioES@freemanco.com



ONLINE PRICE
DISCOUNT PRICE
DEADLINE DATE
FEBRUARY 08, 2013

INCLUDE THE FREEMAN METHOD OF
PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **TMS 2013 142ND ANNUAL MEETING & EXHIBITION / MARCH 4-6, 2013**

COMPANY NAME: _____ BOOTH #: _____ BOOTH SIZE: _____ X

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

For Assistance, please call (210) 227-0341 to speak with one of our experts.

- For FREE samples or a quote on **orders over 1200 sq. ft.** please call our Exhibitor Sales Department at (210) 227-0341.
- **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.

For fast, easy ordering, go to www.freemanco.com/store

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. @		\$ 3.70	\$ 4.05	\$ 5.20	_____
701 - 1200 sq. ft. Booth Size: _____ x _____ = _____ sq. ft. @		\$ 3.35	\$ 3.70	\$ 4.70	_____

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. @		\$ 3.15	\$ 3.45	\$ 4.40	_____
701 - 1200 sq. ft. Booth Size: _____ x _____ = _____ sq. ft. @		\$ 2.65	\$ 2.90	\$ 3.70	_____

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	\$ 3.15	_____

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	\$ 121.05	\$ 133.15	\$ 169.45	_____
_____	9' x 20' Classic Carpet	\$ 242.15	\$ 266.35	\$ 339.00	_____
_____	9' x 30' Classic Carpet	\$ 363.40	\$ 399.75	\$ 508.75	_____
_____	9' x 40' Classic Carpet	\$ 484.50	\$ 532.95	\$ 678.30	_____

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.).....	\$.82	\$.90	\$ 1.15	_____
_____	Carpet Padding - 1/2" (Over 700 sq. ft.).....	\$.72	\$.80	\$ 1.00	_____
_____	Plastic Covering	\$.60	\$.65	\$.85	_____

TOTAL COST		
_____	+	_____
Sub- Total		8.125% 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
before FEBRUARY 08, 2013

FREEMAN

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 San Antonio, TX 78219
 (210) 227-0341 Fax: (469) 621-5611
 FreemanSanAntonioES@freemanco.com



INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **TMS 2013 142ND ANNUAL MEETING & EXHIBITION / MARCH 4-6, 2013**

COMPANY NAME: _____ BOOTH #: _____ BOOTH SIZE: _____ X

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

For Assistance, please call (210) 227-0341 to speak with one of our experts.

For fast, easy ordering, go to www.freemanco.com/store

CLEANING SERVICES

- Prices are based on total square footage of booth regardless of area to be cleaned.
- 100 sq. ft. minimum.
- Our exclusive cleaning contract for this show will not permit other service contractors, including exhibitor appointed contractors to provide this service.
- **Show Site Prices will apply to all cleaning orders placed at show site.**

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

Qty (sq. ft.)	Part #	Description	Advance Price	Show Site Price	Total
_____	610100	Booth Vacuuming - One Time38	.55	_____
_____	610200	Booth Vacuuming - 2 Days66	.90	_____
_____	610300	Booth Vacuuming - 3 Days98	1.35	_____
_____	610400	Booth Vacuuming - 4 Days	N/A	N/A	_____

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

SHAMPOOING (per sq ft - 100 sq ft minimum)

Qty (sq. ft.)	Part #	Description	Advance Price	Show Site Price	Total
_____	630100	Shampoo Carpet - One Time85	1.20	_____
_____	630200	Shampoo Carpet - 2 Days	N/A	N/A	_____
_____	630300	Shampoo Carpet - 3 Days	N/A	N/A	_____

PORTER SERVICE (per day)

Qty (# days)	Part #	Description	Advance Price	Show Site Price	Total
_____	620500	Exhibit Area / Under 500 sq.ft.	65.00	91.00	_____
_____	6201500	Exhibit Area / 501 - 1,500 sq. ft.	75.00	105.00	_____
_____	6202500	Exhibit Area / 1,501 - 2,500 sq. ft.	85.00	119.00	_____
_____	6203500	Exhibit Area / Over 2,500 sq.ft.....	Call for Quote		

TOTAL COST

_____	+	_____	=	_____
Sub-Total		8.125 %Tax		Total Cost

FREEMAN cleaning

ELECTRICAL SERVICES

From under carpet wiring to overhead lighting, Freeman has the power to simplify your electrical needs and installation. We've answered your most common questions below to help you place your order or prepare for a detailed discussion. Whether you require basic household/office power or a more technical installation for equipment, audio-visual presentations or truss lights, our electrical specialists and qualified electricians are always available to assist you.

How do I know how much power I need?

First, review a layout of your exhibit, noting all of the items in it that require power. Consider lighting, computer equipment, and your own product. Are you bringing or renting any a/v equipment or ordering catering services that might need power? Will you be using a lead retrieval machine? If it's an item that plugs into a standard wall outlet found in a home or office (in North America), it will require 110/120 volt power. 208 or 480 volt power is generally used for machinery or industrial cooking devices and is ordered by single or 3 phase.

Next, mark the voltage and wattage or amperage (referred to as "load") (100 watts = 1 amp) of each piece of equipment at it's location in the booth. This information should be provided on a name plate or stamp usually located on the back or bottom of the equipment. If not indicated, check our accompanying electrical usage guide for estimated wattages for common items used at trade shows or call your rental company/caterer for specifics. For lighting, loads are dictated by the wattage of the bulbs. Arm lights included with Freeman exhibit packages use 200 watt bulbs. Keep in mind that you need to order power for any lighting within your booth unless the lights are ordered directly from the Electrical Department (those listed on the Freeman electrical order form).

Finally, total the wattage for the 120 volt devices in each area and select an outlet that meets or exceeds that total. Separate outlets should be ordered for each piece of equipment and/or each power location to help minimize tripping/power outages. It is always safer to slightly overestimate your power requirements. Wattage or amperages cannot be combined for 208 or 480 volt apparatus. Please order separate outlets for each.

Do I need to order labor?

As the official service contractor, electrical installations must be performed by Freeman union labor. Labor is required for any electrical work over and above the delivery of outlets to the back wall of inline booths. Labor orders will automatically be input upon receipt of an electrical layout for under carpet installation (floor work) or to connect any 208 volt or higher services (hook up). Dismantle labor for electrical services is calculated at 50% of the installation time since much of the work is performed on a mass basis after booths are removed from the exhibit hall. Please see the electrical labor order form for further details, rules and regulations.

What is an electrical layout and why do I need one?

Like your own home, electrical boxes and wiring should not be visible once the exhibit is completed. At show site, they are the first things to be installed so that they can be hidden by drape, walls or counters and under flooring or carpet. Electricians, therefore, work on a blank slate. A good electrical layout or floor plan provides them with a simple overhead view of your booth indicating the locations and load of each electrical outlet and the orientation of your booth within the show itself. The layout should be to scale and provide specific measurements to each outlet along with surrounding aisle or booth numbers to ensure accuracy. For island booths, a main power location must also be indicated as it is the location from which other outlets are fed. Please see the sample layouts and electrical grid for further information.

When a layout and credit card are provided in advance, Freeman makes every effort to ensure that the floor work is completed before you arrive so that there is no delay in assembling your booth. Once carpet is laid, installing or changing electrical services becomes much more difficult and potentially costly.

Please note that layouts, complete with mandatory information, are required prior to the deadline date for electrical orders to be eligible for advance rates. Layouts are not required if all outlets are located at the back wall in inline booths.

Is the price for power per day?

Outlet or connection prices are typically for an entire show.

What is 24 hour power?

Many facilities these days are energy conscious and therefore turn off power overnight during show days. Power is turned off 1/2 hour after the show closes at the earliest and restored no later than 1/2 hour before the show opens the following day. 24 hour power is, as it sounds, power that is continuously on 24 hours per day.

If your booth includes, for example, refrigeration equipment, an aquarium or programmable apparatus that depends on uninterrupted power, you should consider ordering 24 hour service. Power is usually not turned off during move-in or move-out.

Where does the power come from?

Depending on the facility, the power can come from overhead catwalks, floor ports, columns, wall outlets or a combination of these sources. Check with the local Freeman branch office for more information.

Where will my power be located?

In-line and peninsula booths will find their main power source on the floor somewhere along the rear drape line of their booth. Island booths need to submit an electrical layout. Please see the sample layouts and electrical grid for further information.

What if I need power at another location besides the rear of my booth? What if I have multiple power locations?

Exhibitors requiring power at any location other than a back wall must submit an electrical layout. Please see the sample layouts and electrical grid for further information.

How many places will I have to plug in? How many things can I plug in?

For planning purposes, you should always assume that there is only one connection point per outlet ordered. Power strips can provide additional sockets but do not confuse having more places to plug in with additional power. For example – An order is placed for a 500 watt outlet. A track light with 4 – 100 watt bulbs is plugged in to a power strip connected to the outlet, using 400 of the 500 watts. Any lighting or equipment now plugged in to a second socket may not exceed 100 watts.

Also keep in mind that power strips are designed, for safety purposes, to trip at 1500 watts or 15 amps. Using a power strip with a 2000 watt (20 amp) outlet will reduce it to a 1500 watt outlet.

All orders exceeding 120 volt/20 amps provide one connection point only, cannot accommodate power strips and require labor for installation.

F R E E M A N

Can I bring my own extension cords and power strips? (Also known as plug strips, multi strips, etc.)

Exhibitors may use their own extension cords and power strips under the following conditions:

- The equipment must be 3 wire, 14 gauge minimum with a ground.
- The extension cords must be flat if they are to be laid under carpet. (Labor is required to lay the cords.)
- All power strips must have circuit protection.

Can I run my extension cords under the carpet myself?

For safety reasons, exhibitors are not allowed to run any electrical wiring under any type of floor covering or where they may be concealed in the booth structure. The show's electrical contractor is liable for electrical installations and therefore must perform all floor or booth work.

Will my floor work be completed before I arrive?

Every attempt is made to have floor work completed prior to carpet installation if you have submitted the following:

- A completed electrical order form.
- A valid and authorized credit card to be kept on file for the company.
- An electrical layout indicating the main power location, dimensions to each power location, the power required at each location, and surrounding aisle or booth numbers to determine orientation of the booth.

Labor and material charges apply.

When will my power be turned on?

Power is only guaranteed to be installed before the show opens. If Freeman is allowed early access to the facility, power is normally ready the first day of move-in for exhibitors but any special requests such as temporary chain motor power, programming machinery or testing equipment should be noted on your order.

Do I need lighting?

Lighting can dramatically change the impact of an exhibit, no matter the size. Used effectively, lighting can emphasize specific areas of a booth or highlight products. Also, an exhibit will appear dark and uninviting if the surrounding booths are lit and yours is not.

Can I hang my own lights?

10 x 10 booths with pop-up displays (a display that can be assembled in less than 30 minutes without tools) can hang their own lights and plug them in without ordering labor. Typically, exhibitors themselves can hang up to 7 lights as long as they require no more than 20 amps in total but it is best to clarify with the local branch. If a decorating company (including Freeman) has been contracted to install a display, electrical labor is required to install the lights. Due to union contracts, no other union is allowed to install electrical equipment.

Do I need to order power for my lighting?

Exhibitors ordering Electrical Services lighting (those listed on the Freeman electrical order form) do not need to order power. It is included in the rental. Exhibitors supplying their own lighting or renting lights need to order power. Labor may be required to hang the lights.

Do I need to order labor to plug in my lights or equipment?

Most 120 volt connections do not require labor. Exhibitors are welcome to plug in their own standard office devices. Labor is required for all 208 or 480 volt connections and if lights or equipment need wiring or if electrical cords are to be run under the carpet or in concealed areas to ensure that all electrical codes and building rules are met.

How can I save money and frustration when ordering electrical services?

Most importantly, be sure to submit your order before the discount price deadline date. If an electrical layout is needed, it also must be received, complete with mandatory information, before the deadline date to be eligible for discount pricing. Late orders can be subject up to a 50% increase in cost because of the behind-the-scenes planning required to distribute power.

Don't underestimate your power requirements and work within the local rules, regulations and union jurisdictions. They have been implemented to avoid problems. While it may seem simple to plug in lights and equipment, it is not uncommon for exhibit or non electrical staff to overload circuits. Trouble calls can become expensive when it takes time to find the source of a problem.

If unsure about labor, call us for direction and if necessary, place a "will call" order before the discount price deadline date. You will only incur a charge if labor is dispatched to your booth but you'll have secured the advance pricing. And, check in with the electrical or service desk as soon as you know you need labor, not at the time you want the electricians in your booth. It will help to avoid delays as we can schedule accordingly.

Lastly, try to resolve any disputes at show site. It is much easier to discuss electrical issues when both parties can physically review the installation.

Additional questions?

Call customer service at the number listed on the Quick Facts and ask for the Electrical Services Department. For fast, easy ordering, tools, and helpful hints go to www.myfreemanonline.com.

F R E E M A N

ELECTRICAL SERVICES

The grid below may be printed to layout your electrical requirements for booths up to 40 x 40 or used as a sample to develop your own plan for larger exhibits. Please complete as clearly as possible, indicating the following:

1. **Location of the main power drop.** Power needs to be distributed from one location at which a panel or other piece of electrical equipment will be installed. It is recommended that this equipment be placed in a closet, under a table/desk or in another location that keeps it out of sight. Please provide specific dimensions.
2. **Location and load of all outlets.** Please provide specific dimensions and wattages/amperages. *Please do not simply place an X where power is required.*
3. **Booth orientation.** Please provide surrounding aisle and/or booth numbers, particularly for island booths. Also, please try to orient your booth to the overall floor plan so that the diagram does not have to be rotated.

SHOW NAME _____

DATES _____

COMPANY NAME _____

BOOTH # _____

Adjacent Aisle or Booth# _____

Adjacent Aisle or Booth # _____

A measurement scale can be applied as necessary to reflect the size of your booth.

10 x 10 use 1 square = 1/4 foot

20 x 20 use 1 square = 1/2 foot

40 x 40 use 1 square = 1 foot

F R E E M A N

3323 IH 35 North, Suite 120
 San Antonio, TX 78219
 Ph: 210/227-0341 • Fax: 469/621-5611
 FreemanSanAntonioES@freemanco.com



**DISCOUNT PRICE
 DEADLINE DATE
 FEBRUARY 08, 2013**

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

FREEMAN electrical

NAME OF SHOW: TMS 2013 142ND ANNUAL MEETING & EXHIBITION / MARCH 4-6, 2013

COMPANY NAME: _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS: _____

For Assistance, please call 210-227-0341 to speak with one of our experts.

For fast, easy ordering, go to www.freemanco.com/store

ELECTRICAL OUTLETS (Double Price for 24 Hour Service)

Power includes delivery of the service to one location at the rear of the booth in peninsula and inline booths. Please see the Electrical Labor order form for rates and instructions if you require outlets in other locations, have lights or electrical items to hang or erect, have orders for power of 208v or higher, or have other electrical requirements,

110/120 VOLT

	Quantity (For Show Hours Only)	Quantity (For 24 hrs/day Double Price)	Discount	Standard	
	Show	24 Hr.	Price	Price	TOTAL
500 Watts (5 amps)	_____	_____	69.00	103.50 = \$	_____
1000 Watts (10 amps)	_____	_____	95.00	142.50 = \$	_____
2000 Watts (20 amps)	_____	_____	130.00	195.00 = \$	_____

208 VOLT SINGLE PHASE (Labor Required for Connection)

20 Amps	_____	_____	214.00	321.00 = \$	_____
30 Amps	_____	_____	255.00	382.50 = \$	_____
60 Amps	_____	_____	405.00	607.50 = \$	_____
100 Amps	_____	_____	549.00	823.50 = \$	_____
200 Amps	_____	_____	755.00	1132.50 = \$	_____

208 VOLT THREE PHASE (Labor Required for Connection)

20 Amps	_____	_____	277.00	415.50 = \$	_____
30 Amps	_____	_____	337.00	505.50 = \$	_____
60 Amps	_____	_____	556.00	834.00 = \$	_____
100 Amps	_____	_____	775.00	1162.50 = \$	_____
200 Amps	_____	_____	981.00	1471.50 = \$	_____
400 Amps	_____	_____	1186.00	1779.00 = \$	_____

Transformer to Boost 208V to Approx. 230V - \$4.00 per Amp (20 Amp Min.)

Qty _____ Amps _____ = \$ _____

LIGHTING (Price Includes Power & Labor for Installation)

Single Light Stand (200w)	_____	81.00	121.50 = \$	_____
Double Light Stand (400w)	_____	86.00	129.00 = \$	_____
Arm Light	_____	96.00	144.00 = \$	_____
Overhead Quartz Light*	Contact Branch			

*Overhead quartz lights include labor and equipment to install and first focus.

*May require labor and/or lift at additional charge. **Please contact SanAntonioUtilities@freemanco.com for estimated charges.**

For single or double light stand; price includes installation along the side rails of an inline booth. Placement elsewhere will require additional labor and materials.

Extension cords and power strips are available for rental at the Freeman Service Desk.

ADDITIONAL INFORMATION

FOR ADVANCE PAYMENT PRICE

Your order with full payment along with a floor plan indicating main power location and distribution points, if applicable, must be received prior to:

**DEADLINE DATE OF:
 February 08, 2013**

MULTIPLE OUTLET LOCATIONS / ISLAND BOOTHS

A scaled floor plan is required for orders with multiple outlet locations and/or island booths. Detailed examples are provided on the following page. If a power location or main drop in an island booth is not provided prior to show move-in, a location will be determined by Freeman in order to maintain delivery schedules. Relocation of the service will be charged on a time and material basis.

ISLAND BOOTHS

For island booths with no labor ordered, there is a 1/2 hour minimum installation charge and a 1/2 hour minimum dismantle charge.

INLINE AND PENINSULA BOOTHS

Power will be placed in the back of the booth unless otherwise specified.

24 HOUR SERVICES

If an uninterrupted power supply is required for the full duration of the show, please order 24 hour power. Electricity is turned on 30 minutes prior to show opening and turned off 30 minutes after show closes on show days. Power will be turned off immediately after final show closing. If you require power outside actual show hours, special arrangements should be made in advance. Additional charges may apply.

SEPARATE OUTLETS

Separate outlets should be ordered for each piece of equipment and/or each power location.

HANGING SIGNS

Show site prices will apply if your hanging sign is not received in advance at the warehouse prior to the warehouse shipping deadline date.

CANCELLATION

A 50% refund will be applied to electrical services cancelled after installation. Refunds will not be issued for materials and/or labor charges related to the installation.

OVERHEAD POWER

If you require your power from overhead, additional materials and labor may be incurred. Please contact SanAntonioUtilities@freemanco.com.

TOTAL COST

Outlet(s)	\$ _____
Lighting	\$ _____
Tax	\$ _____
GRAND TOTAL	\$ _____

ELECTRICAL INSTRUCTIONS

HOW TO DETERMINE ELECTRICAL REQUIREMENTS

For Equipment

All electrical equipment is stamped or labeled with electrical ratings usually found on the back or bottom of the equipment. Verify voltage and either amperage or wattage from the information provided. Standard office and household items operate on 110/120 volt power. Machinery and equipment typically require 208 or 480 volt power.

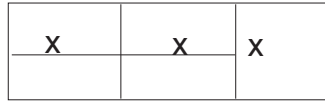
For Lighting

Verify the wattage of the bulbs in the lights and multiply by the number of bulbs/lights.

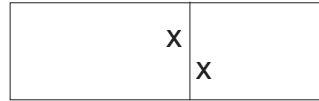
LOCATION OF POWER IN YOUR BOOTH

In-Line and Peninsula Booths

Power will be installed in one location, typically on the floor somewhere along the back of the booth, as indicated in the following diagrams: (We cannot guarantee that the outlet will be specifically located in the middle.)



IN-LINE BOOTHS / PENINSULA

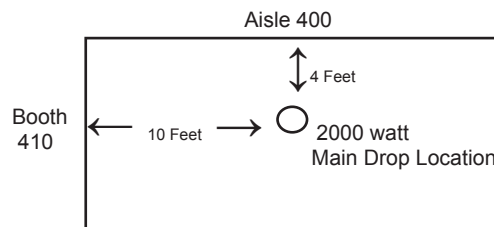


BACK TO BACK PENINSULA

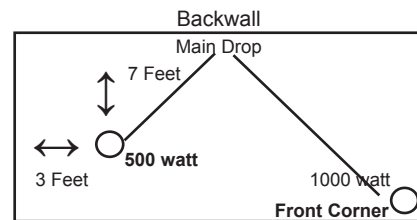
If power is required in locations other than indicated above, secondary distribution will be required and billed on a time and material basis. Please complete and submit an Electrical Labor Order Form with your power order, along with a floor plan as described below.

Island Booths/Multiple Outlets

Floor plans are always required for Island Booths and orders for multiple outlet locations. The floor plan must indicate booth dimensions, surrounding booth numbers for orientation within the facility, each outlet location, required wattage or amperage and location for main drop. If power location in an island booth is not provided prior to show move-in, a location will be determined by Freeman in order to maintain delivery schedules. Relocation of the service will be charged on a time and material basis. See examples below: A grid is available at freemanco.com to print as a base layout.



Island Booth with one outlet



10 X 20 Booth with multiple outlets
Labor Required

OTHER:

1. Labor is required for any and all electrical work over and above the installation of the main power drop. Please see the Electrical Labor form for complete details. Please complete the labor order form.
2. Dismantle labor will be automatically charged at 50% of the installation time and rounded to the nearest half hour.
3. All material and equipment provided by Freeman is for rental purposes only and remains the property of Freeman. All equipment will be removed at the close of the show by Freeman.
4. All equipment regardless of power source, must comply with Federal, State and local codes. Freeman reserves the right to inspect all electrical devices and connections to ensure compliance with all codes. Freeman is required to refuse connections where the exhibitor wiring is not in accordance with local electrical code.
5. Standard wall and other permanent building utility outlets or sockets are not part of booth space and may not be used by exhibitors unless electrical services have been ordered.
6. Exhibitors' cords must be a minimum of 14 gauge 3 wire with ground and must be flat when used for floorwork. All multi-outlet devices (eg - power strips) must have circuit protection. All exposed non-current carrying metal parts of fixed equipment, which are liable to be energized, shall be grounded.
7. Exhibitors' equipment will be modified to conform to Freeman receptacles. Labor and materials to install or change a cord cap will be billed on a time and material basis.
8. Exhibitors with hardwall displays must arrange for power to be installed inside the booth or provide access.
9. Power sharing is not permitted between exhibitors.

FREEMAN

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 DEADLINE DATE
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NAME OF SHOW: **TMS 2013 142ND ANNUAL MEETING & EXHIBITION / MARCH 4-6, 2013**

COMPANY NAME: _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS: _____

For Assistance, please call 210-227-0341 to speak with one of our experts.

For fast, easy ordering, go to www.freemanco.com/store

ELECTRICAL LABOR

LABOR RATES & SCHEDULE:

Straight Time - Monday - Friday, 8:00 am - 4:30 pm (Excluding Holidays)

Overtime - Monday - Friday, 4:30 pm - 8:00 am and all day Saturday, Sunday and Holidays

Description	Advance Price	Show Site Price
Electrician - ST.....	\$ 72.00	\$ 93.50
Electrician - OT.....	\$144.00	\$187.00
Condor w/crew - ST.....	\$421.00	\$547.30
Condor w/crew - OT.....	\$495.00	\$643.50
Forklift w/operator - ST.....	\$110.00	\$143.00
Forklift w/operator - OT.....	\$147.00	\$191.10
Man Cage.....	\$ 29.00	\$ 29.00

Dismantle labor will be charged at 50% of the total install time rounded to the next half hour.

- Show site price applies to all labor orders placed at show site.
- Start time guaranteed only at start of working day.

Review the list of work below to determine if electrical labor is required in your booth. None of the following services may be performed by other Unions or I & D houses as it falls under electrical jurisdiction. Time and material charges will apply. Please visit the Freeman service desk to confirm that you are ready for service.

Note: For more information and an example of a completed floorplan please see the following page.

FLOOR WORK:

Floor work is the distribution of electrical under carpet and flooring.

OK TO PROCEED WITHOUT EXHIBITOR PRESENT:

Complete Before: Date _____ Time _____

Work is completed prior to your arrival. Freeman must receive detailed blue prints/floor plans for power distribution under carpet.

PRINT NAME: _____

AUTHORIZED SIGNATURE: _____

EXHIBITOR SUPERVISION (DO NOT PROCEED):

Date _____ Time _____ # of Electricians _____

NAME OF ON-SITE CONTACT: _____

CELL PHONE: _____

Special Instructions: _____

BOOTH WORK:

Booth work is any of the following. Please check all that apply:

- Distribution of electrical overhead (more than one drop location in your booth).
- Distribution of electrical through booth structure.
- Mounting of plasmas/LCD monitors and lights.
- Connection or hard wiring of all exhibitor equipment.
- Lighting used as spot or flood lights.
- Assembly and installation of all lighting from truss or beams (including assembly and hanging of truss).
- Wiring of overhead signs.
- Installation of electrical headers and/or light boxes.
- Other _____

Labor Request

Date _____ Time _____ Est. # Hours _____ # Electrician _____

Date _____ Time _____ Est. # Hours _____ # Electrician _____

Date _____ Time _____ Est. # Hours _____ Lift Type _____

NAME OF ON-SITE CONTACT: _____

CELL PHONE: _____

Special Instructions: _____

FREEMAN electrical labor

ELECTRICAL INSTRUCTIONS

- 1 Labor rates are based on current wage scales and are subject to change in the event of a wage increase after rates have been published.
- 2 A minimum charge of one hour is applicable to all labor requests. Additional time on the same day is billed in 1/2 hour increments. Continuations to another day are a minimum of 1 hour.
- 3 Labor must be picked up at the Freeman service desk. Charges for labor commence at time of dispatch to service the labor call. A one hour minimum will apply if an exhibitor representative is not present at the time of call or reschedules the call, unless 24 hour advance notice is received in writing.
- 4 Labor charges will include the time for electricians to gather the necessary tools and material for the job, have their work checked by the client and return the tools and material to the supply area.
- 5 Exhibitors may supply their own 14 gauge 3 wire, extension cords and/or power strips, both of which must be grounded and UL approved.

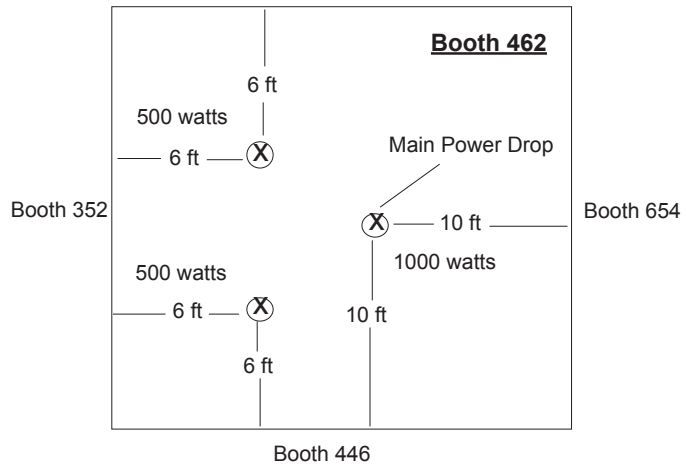
CANCELLATION POLICY

A 50% refund will be applied to electrical outlets cancelled after installation. Refunds will not be issued for materials and/or labor charges related to the installation.

EXAMPLE OF PLAN AND INFORMATION REQUIRED TO COMPLETE FLOORWORK

Please indicate the following on the floor plan.

1. Location and load of main power drop - please provide specific dimensions and wattages/amperages.
2. Location and load of all outlets - please provide specific dimensions and wattage, amperage and voltage.
3. Booth orientation - please provide surrounding aisle and/or booth numbers.



RENTAL exhibits



Package 1 #1710500



Package 1 upgraded with graphics and cabinet



Package 2 #1710300



Package 2 upgraded with graphics and cabinet

F R E E M A N

Keeping with our company's eco-friendly efforts, this piece is printed on paper containing post-industrial recycled contents.
3/12 - 53217

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. For fast, easy ordering, go to www.freemanco.com

F R E E M A N



Package 3 #1710400



Package 3 upgraded with graphics and cabinet



Package 5 #17101000



Package 5 upgraded with graphics and cabinet



Package 4 #1710201



Package 4 upgraded with graphics and cabinet



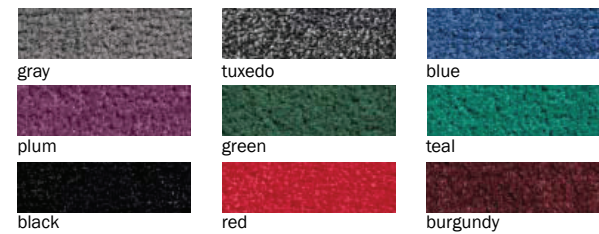
Package 6 #17103000



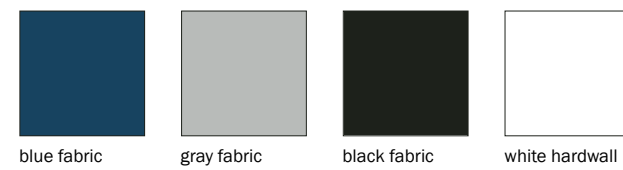
Package 6 upgraded with graphics and cabinet

* All packages include Installation & Dismantle of Exhibit, Material Handling of Exhibit, Classic Carpet with Nightly Vacuuming, and 2 Arm Lights (per 100 sq. ft.)

Color Options - Classic Carpet



Color Options - Fabric and Hardwall Panels



Upgraded Color Options - Prestige Carpet



Questions?

All packages can be customized or modified. To speak to a rental exhibit specialist call the number listed on Quick Facts. For additional custom examples click on the link below.

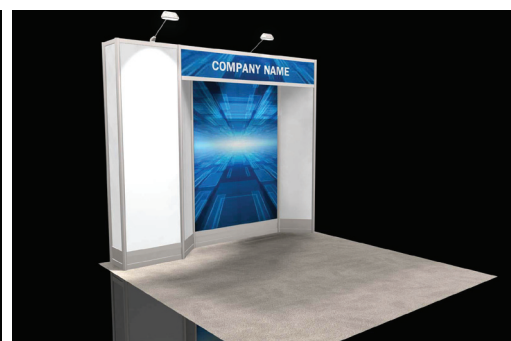
Upgrades available for under \$500



Slatwall & Shelves



Black Metal



Graphics & Custom Logo



Cabinets & Counters



Colored Panels



www.freemanco.com/customexhibits

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3323 IH 35 North, Suite 120
 San Antonio, Texas 78219
 (210) 227-0341 • Fax: (469) 621-5611
 FreemanSanAntonioES@freemanco.com



**DISCOUNT PRICE
 DEADLINE DATE
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**INCLUDE THE FREEMAN METHOD OF
 PAYMENT FORM WITH YOUR ORDER**

NAME OF SHOW: **TMS 2013 142ND ANNUAL MEETING & EXHIBITION / MARCH 4-6, 2013**

COMPANY NAME: _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS: _____

For assistance, please call 210-227-0341 to speak with one of our experts.

For fast, easy ordering, go to 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), power (500 watts) for lights ONLY and labor to hang arm lights.

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

RENTAL EXHIBITS

		Discount Price	Standard Price		Discount Price	Standard Price	Total
Package 1	<input type="checkbox"/> 10' x 10'	1829.00	2560.60	<input type="checkbox"/> 10' x 20'	3658.00	5121.20	_____
Package 2	<input type="checkbox"/> 10' x 10'	1123.00	1572.20	<input type="checkbox"/> 10' x 20'	2246.00	3144.40	_____
Package 3	<input type="checkbox"/> 10' x 10'	1507.00	2109.80	<input type="checkbox"/> 10' x 20'	3014.00	4219.60	_____
Package 4	<input type="checkbox"/> 10' x 10'	1533.00	2146.20	<input type="checkbox"/> 10' x 20'	3066.00	4292.40	_____
Package 5	<input type="checkbox"/> 10' x 10'	1511.00	2115.40	<input type="checkbox"/> 10' x 20'	3022.00	4230.80	_____
Package 6	<input type="checkbox"/> 10' x 10'	1577.00	2207.80	<input type="checkbox"/> 10' x 20'	3154.00	4415.60	_____

- Orders received after the deadline date or without payment will be charged the Standard Price 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 Perfboard

CARPET

Our Classic Carpet and nightly vacuuming are included in the price of your Rental Exhibits. The following colors are available:

Check color choice

Black Blue Burgundy Gray Green
 Plum Red Teal Tuxedo

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

LIGHTING

Each Rental Exhibit includes 2 Arm Lights (per 10' unit).

Note: Power and labor to hang the lights are included in our standard rental exhibit package price. Power consumption not to exceed 500 watts.

*Additional power must be ordered separately.

HEADER IDENTIFICATION SIGN

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

Black Blue Brown Burgundy PMS Color _____
 Red Teal White Dark Green Font Type _____

*Unless font type is indicated, Helvetica will be used.

Indicate exactly how you want your company name to appear:

ENHANCE YOUR EXHIBIT

Enhance your exhibit and have an Exhibitor Sales Specialist contact you for pricing by checking any of the following boxes:

Slatwall & Shelves Cabinets & Counters Specialty Colored Metal
 Colored Panels Creating a Custom Exhibit Graphics & Custom Logo

TOTAL COST

Sub-Total _____ + Tax (8.125%) _____ = TOTAL _____

F R E E M A N

3323 IH 35 North, Ste 120
San Antonio, TX 78219
(210) 227-0341 Fax: (469) 621-5611
FreemanSanAntonioES@freemanco.com



DISCOUNT PRICE
DEADLINE DATE
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INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **TMS 2013 142ND ANNUAL MEETING & EXHIBITION / MARCH 4-6, 2013**

COMPANY NAME: _____ BOOTH #: _____ BOOTH SIZE: _____ X

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

For Assistance, please call (210) 227-0341 to speak with one of our experts.

For fast, easy ordering, go to www.freemanco.com/store

TABLE TOP UNIT



RENTAL			QTY	TOTAL
Size	Discount Price	Standard Price		
40"H x 6'W	680.95	953.35	_____	_____
40"H x 8'W	N/A	N/A	_____	_____

PURCHASE*			QTY	TOTAL
Size	Discount Price	Standard Price		
40"H x 6'W	851.50	1,192.10	_____	_____
40"H x 8'W	965.15	1,351.20	_____	_____

*Shipping Not Included

Rental Units Include:
Draped Table (select color below)
Classic Carpet 9' X 10' (select color below)
Installation & Dismantle of Exhibit
Material Handling of Exhibit
Nightly Vacuuming
1-200 Watt Halogen Light (Power (500 watts) for LIGHTS only and Labor to hang lights)

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

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

Fabric Panel Colors for All Units: Black Gray

Additional Fabric Panel Colors for Purchase Units Only:
 Blaze Red Blueberry Emerald Silver

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

9' x 10' Classic Carpet: Black Blue Burgundy
 Green Gray Plum Red Teal Tuxedo

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

FLOOR UNIT



RENTAL			QTY	TOTAL
Size	Discount Price	Standard Price		
8'H x 8'W	1,135.65	1,589.90	_____	_____
8'H x 10'W	1,358.40	1,901.75	_____	_____

PURCHASE*			QTY	TOTAL
Size	Discount Price	Standard Price		
8'H x 8'W	1,931.40	2,703.95	_____	_____
8'H x 10'W	2,267.85	3,175.00	_____	_____

*Shipping Not Included

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

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

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

Fabric Panel Colors for All Units: Black Gray

Additional Fabric Panel Colors for Purchase Units Only:
 Blaze Red Blueberry Emerald Silver

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

9' x 10' Classic Carpet: Black Blue 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.

OPTIONAL ACCESSORIES			RENTAL			PURCHASE			
Part #	Description	Qty	Discount Price	Standard Price	Total	Qty	Discount Price	Standard Price	Total
1715800	2-200 Watt Halogen Light Kit	_____	142.10	198.95	_____	_____	202.35	283.30	_____
1715801	1-200 Watt Halogen Light Kit	_____	73.90	103.45	_____	_____	147.80	206.90	_____
1715802	Straight Shelf	_____	56.80	79.50	_____	_____	102.35	143.30	_____
1715803	Angled Shelf	_____	56.80	79.50	_____	_____	102.35	143.30	_____

QUICK TIPS

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

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

PURCHASE UNITS TOTAL COST

Sub-Total	+	8.125% Tax	=	Total Cost
-----------	---	------------	---	------------

RENTAL UNITS TOTAL COST

Sub-Total	+	8.125% Tax	=	Total Cost
-----------	---	------------	---	------------

FREEMAN

3323 IH 35 North, Ste 120
 San Antonio, Texas 78219
 Ph: 210/227-0341 • Fax 469/621-5611
 FreemanSanAntonioES@freemanco.com

TMS2013
 142nd Annual Meeting & Exhibition

DEADLINE DATE
FEBRUARY 08, 2013

INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: TMS 2013 142ND ANNUAL MEETING & EXHIBITION / MARCH 4-6, 2013

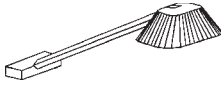
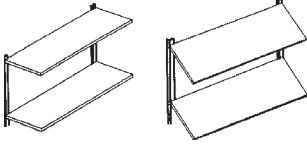
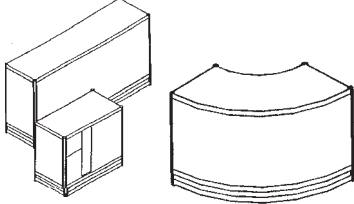
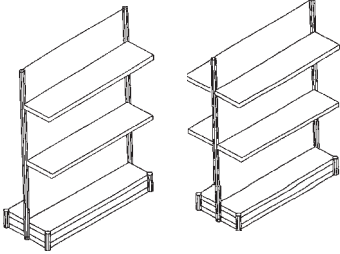
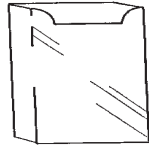
COMPANY NAME _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS _____

For Assistance, please call 210-227-0341 to speak with one of our experts.

For fast, easy ordering, go to www.myfreemanonline.com

ACCESSORIES FOR RENTAL UNITS		
LIGHT (use only on rentals) 	SHELVES (use only on rentals) 	CABINETS  RADIUS COUNTER (does not have doors)
GONDOLAS 		LITERATURE POCKETS 

Qty	Part #	Description	Discount Price	Standard Price	Total
LIGHT FIXTURE					
___	172512	Arm Light (200w).....	66.35	92.90	___

Qty	Part #	Description	Discount Price	Standard Price	Total
SHELVES					
___	17201	1M Straight (37" x 12").....	56.65	79.31	___
___	17206	1M Angled (37" x 12").....	56.65	79.31	___

Qty	Part #	Description	Discount Price	Standard Price	Total
CABINETS & LOCKS					
Cabinets					
<input type="checkbox"/> Black Fabric <input type="checkbox"/> Blue Fabric <input type="checkbox"/> Gray Fabric <input type="checkbox"/> White PVC					
___	17305	1M x 1/2M x 36" High.....	309.00	432.60	___
___	17306	1M x 1/2M x 42" High.....	309.00	432.60	___
___	17308	2M x 1/2M x 36" High.....	437.75	612.85	___
___	17309	2M x 1/2M x 42" High.....	437.75	612.85	___
___	173010	1M Radius x 1/2M x 36" High.....	412.00	578.80	___
(Radius Cabinets do not have doors)					
___	17301	Cabinet Lock.....	7.05	9.85	___
Inside Shelves Available . . . Quoted on Request					

Qty	Part #	Description	Discount Price	Standard Price	Total
GONDOLAS					
Gondolas					
<input type="checkbox"/> Blue Fabric <input type="checkbox"/> Gray Fabric <input type="checkbox"/> Perfbord <input type="checkbox"/> White PVC					
___	174541	Single Sided 1M x 4' High.....	199.00	278.60	___
___	174542	Double Sided 1M x 4' High.....	265.35	371.50	___
Other sizes available Quoted on request					

Qty	Part #	Description	Discount Price	Standard Price	Total
LITERATURE POCKETS					
___	174015	For 8 1/2 x 11 Literature.....	21.25	29.75	___

TOTAL COST			
Sub-Total	+ 8.125% Tax	= TOTAL	_____

FREEMAN exhibit accessories

Don't see what you need?
 Please call an Exhibitor Sales Specialist at 210-227-0341.

F R E E M A N

3323 IH-35 North Ste 120
 San Antonio, Texas 78219
 Ph: 210/227-0341 • Fax 469/621-5611
 FreemanSanAntonioES@freemanco.com



DISCOUNT DEADLINE
FEBRUARY 08, 2013

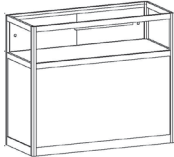
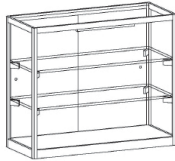

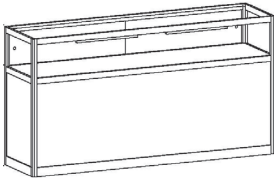
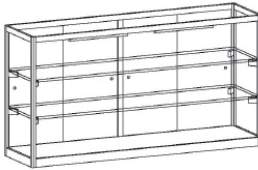
INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER

FREEMAN SHOWCASES

NAME OF SHOW: TMS 2013 142ND ANNUAL MEETING & EXHIBITION / MARCH 4-6, 2013
 COMPANY NAME _____ BOOTH #: _____
 CONTACT NAME: _____ PHONE #: _____
 E-MAIL ADDRESS _____

For Assistance, please call 210-227-0341 to speak with one of our experts.

For fast, easy ordering, go to www.myfreemanonline.com

SHOWCASES		
4' JEWELERS SHOWCASE 	4' FULL VIEW SHOWCASE 	1/2M TOWER SHOWCASE 
6' JEWELERS SHOWCASE 		6' FULL VIEW SHOWCASE 

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

4' SHOWCASES

___	101041	4' Jewelers Showcase 42" high x 1 1/4M wide x 1/2M deep	\$295.00	\$324.50	\$413.00	\$ ___
___	101043	4' Full View Showcase 42" high x 1 1/4M wide x 1/2M deep	\$356.00	\$391.60	\$498.40	\$ ___

1/2M TOWER SHOWCASE

___	1010200	1/2M Tower Showcase 72" high x 1/2M wide x 1/2M deep	\$505.00	\$555.50	\$707.00	\$ ___
-----	---------	---	----------	----------	----------	--------

Electrical and extension cords are **NOT INCLUDED**. For electrical services, please refer to the electrical services order forms located in this manual.

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.

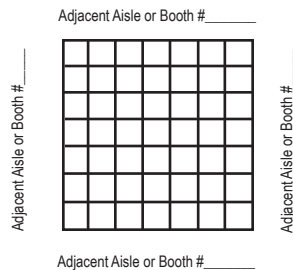
Don't see what you need?
 Please call an Exhibitor Sales Specialist at 210-227-0341.

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

6' SHOWCASES

___	101064	6' Jewelers Showcase 42" high x 2M wide x 1/2M deep	\$330.00	\$363.00	\$462.00	\$ ___
___	101061	6' Full View Showcase 42" high x 2M wide x 1/2M deep	\$413.00	\$454.30	\$578.20	\$ ___

Please use the diagram below to indicate the placement of showcase(s) within your booth space.



TOTAL COST	
Sub-Total ___	+ 8.125% Tax _____ = TOTAL _____



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.

SAN ANTONIO, AUSTIN & SOUTH TEXAS AREA

To assist you in planning your show, we would like to provide you with the following information regarding your labor jurisdictions.

LABOR SERVICE

FREEMAN has exclusive labor to assist with your Installation and Dismantling needs as well as Freight Services. Full time employees with Exhibiting Companies may set their own booths without assistance from our labor.

MATERIAL HANDLING

FREEMAN is the exclusive provider of freight services. Full time employees of exhibiting companies may move their own materials to their booth space with 2 wheel dollies ONLY. Vehicles being unloaded must be owned or leased and operated by a full time employee of the exhibiting company. No pallet jacks nor motorized forklifts can be operated by anyone other than the Official Freight Service Company. Hotel Bellmen, Porters, Taxi Drivers, Day Laborers, etc. are not allowed on the show floor and cannot move any materials to and from the exhibitor's booth. FREEMAN will control access to the loading docks in order to provide for a safe and orderly move-in/move-out. Exhibitors wishing to move their own materials in or out of the show will be provided a space in the dock area to load or unload their vehicles on a first come basis.

PLEASE NOTE:

- Please do not tip any employee. Do not give coffee breaks, for union employees have a fifteen minute paid break mid-morning and mid-afternoon. Any attempt by an employee to solicit a gratuity for any service should be reported immediately to Freeman and/or Exhibit Management. Union employees are paid a good wage scale, and tipping is strongly discouraged and is not an accepted policy of any Official Service Supplier.
- If you encounter any difficulty with any laborer, or if you are not satisfied with the work performed, please bring this to the attention of Freeman. Please refrain from voicing complaints directly to craft personnel.
- The person in charge of your exhibit should carefully inspect and sign all work order forms. If there are any questions about any bills, bring the bill to the appropriate Service Desk and discuss it with the person in charge.

F R E E M A N

3323 IH 35 North, Suite 120
 San Antonio, Texas 78219
 (210) 227-0341 • Fax: (469) 621-5611
 FreemanSanAntonioES@freemanco.com

INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: TMS 2013 142ND ANNUAL MEETING & EXHIBITION / MARCH 4-6, 2013
 COMPANY NAME _____ BOOTH #: _____
 CONTACT NAME: _____ PHONE #: _____
 E-MAIL ADDRESS _____

For Assistance, please call 210-227-0341 to speak with one of our experts.

For fast, easy ordering, go to www.myfreemanonline.com

DISPLAY LABOR (One Hour Minimum per Worker)

Description	Advance Price	Show Site Price
Straight Time- 8:00 A.M. to 5:00 P.M. Monday through Friday	\$ 70.00	\$ 91.00
Overtime- 6:00 A.M. to 8:00 A.M. and 5:00 P.M. to 12:00 Midnight Monday through Friday		
ALL DAY SATURDAY, SUNDAY & HOLIDAYS	\$ 105.00	\$ 136.50

• Show Site prices will apply to all labor orders placed at show site.

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

INSTALLATION LABOR

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

Emergency contact: _____ Phone Number: _____

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

Supervisor will be: _____ Phone Number: _____

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

Freeman installation & dismantle

NAME OF SHOW: **TMS 2013 142ND ANNUAL MEETING & EXHIBITION / MARCH 4-6, 2013**

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

FREEMAN

3323 IH 35 North, Suite 120
 San Antonio, Texas 78219
 (210) 227-0341 • Fax: (469) 621-5611
 FreemanSanAntonioES@freemanco.com



INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **TMS 2013 142ND ANNUAL MEETING & EXHIBITION / MARCH 4-6, 2013**

COMPANY NAME _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS _____

For Assistance, please call 210-227-0341 to speak with one of our experts.

For fast, easy ordering, go to www.myfreemanonline.com

FORKLIFT / RIGGING EQUIPMENT AND LABOR

Straight Time - 8:00 A.M. to 5:00 P.M. Monday through Friday
Overtime - 6:00 A.M. to 8:00 A.M. and 5:00 P.M. to 12:00 Midnight Monday through Friday
 ALL DAY SATURDAY, SUNDAY & 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
FORKLIFT LABOR			
304050	Forklift w/operator - up to 5,000 lbs - ST.....	\$110.00	\$143.00
304051	Forklift w/operator - up to 5,000 lbs - OT.....	\$147.00	\$191.10
3040100	Forklift w/operator - up to 10,000 lbs - ST.....	\$120.00	\$156.00
3140101	Forklift w/operator - up to 10,000 lbs - OT.....	\$157.00	\$204.10
3140150	Forklift w/operator - up to 15,000 lbs - ST.....	\$126.00	\$163.80
3140151	Forklift w/operator - up to 15,000 lbs - OT.....	\$163.00	\$211.90
3140300	Forklift w/operator - up to 30,000 lbs - ST.....	\$148.00	\$192.40
3140301	Forklift w/operator - up to 30,000 lbs - OT.....	\$185.00	\$240.50
3090600	Man Cage for Forklift.....	\$ 29.00	
3090700	Boom for Forklift.....	\$ 29.00	
RIGGING LABOR			
3020200	Rigger Foreman - ST.....	\$ 75.00	\$ 97.50
3020201	Rigger Foreman - OT.....	\$112.00	\$145.60
3020100	Rigger - ST.....	\$ 74.00	\$ 96.20
3020101	Rigger - OT.....	\$111.00	\$144.30
MOBILE UNIT SPOTTING FEE			
257024	Mobile Unit Spotting Fee (Each Way)	\$ 65.00	

INSTALLATION

Part #	Description	Date	Start Time	# of Equip/ Person	Approx Hrs per Person	Total Hours	Hourly Rate	Estimated Total Cost
Describe work to be done: _____							Sub-Total	
_____							Tax	N/A
_____							Total	

DISMANTLE

Part #	Description	Date	Start Time	# of Equip/ Person	Approx Hrs per Person	Total Hours	Hourly Rate	Estimated Total Cost
Describe work to be done: _____							Sub-Total	
_____							Tax	N/A
_____							Total	

FREEMAN forklift / rigging labor

F R E E M A N

3323 IH 35 North, Suite 120
San Antonio, Texas 78219
(210) 227-0341 • Fax: (469) 621-5611
FreemanSanAntonioES@freemanco.com



DISCOUNT PRICE
DEADLINE DATE
FEBRUARY 08, 2013

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

NAME OF SHOW: **TMS 2013 142ND ANNUAL MEETING & EXHIBITION / MARCH 4-6, 2013**

COMPANY NAME _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS _____

For Assistance, please call 210-227-0341 to speak with one of our experts.

For fast, easy ordering, go to www.freemanco.com/store

HANGING SIGN LABOR AND EQUIPMENT

INSTRUCTIONS

- Standard prices will apply if the hanging sign is not received by the warehouse shipping deadline date.
- All ceiling rigging must conform to Show Management rules and regulations and facility limitations.
- All overhead hanging must be assembled, installed, and removed by Freeman. Please refer to the Freeman Terms and Conditions found in the Exhibitors Services Manual as it relates. Please complete the enclosed Labor Order Form for labor to assemble your hanging sign.
- Set up instructions must be provided for signs needing assembly.
- Hanging anchor points must be pre-fabricated and ready for use.
- Overhead hanging signs are to be sent in separate containers directly to advance warehouse using the enclosed Hanging Sign Labels. This container MUST arrive by the warehouse shipping deadline. If these procedures are not followed, Freeman cannot guarantee the hanging of your sign.
- Electrical signs must be in working order and in accordance with the National Electrical Code. ELECTRICAL SERVICE requirements must be ordered in advance on the enclosed ELECTRICAL SERVICE Order Form.
- If any hang point supports **over 250 lbs.**, please contact PSAV at www.psav.com/san_antonio.

SIGN DESCRIPTION, SIZE & WEIGHT

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

Type: Cloth Banner _____ Metal or Wood _____ Other _____

Shape: Square _____ Triangle _____ Rectangle _____ Other _____

Size: Height _____ Length _____ Width _____

Weight of Sign: _____

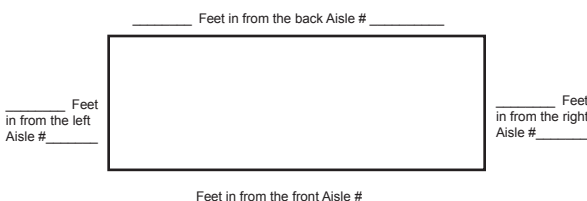
Does Your Sign Require Electricity _____ Assembly _____

Is Your Sign Designed to Rotate? _____ Yes _____ No

(Initial in the applicable box above)

PLACEMENT DIAGRAM

- Use diagram below to represent your booth space. Indicate how far in from each boundary you would like your sign placed.
- The ceiling structure and relation to the support beams may require your sign to be moved from your specified location.



Number of feet from floor to top of sign: _____

2013 HBGCC
(294101)

EQUIPMENT AND LABOR RATES TO HANG SIGNS

Straight Time

8:00 A.M. to 5:00 P.M., Monday through Friday

Overtime

6:00 A.M. to 8:00 A.M. & 5:00 P.M. to 12:00 A.M.

Monday through Friday,

ALL DAY SATURDAY, SUNDAY & HOLIDAYS

Crew Size - MINIMUM of two people

Materials

Cable, clamps, etc. additional and charged accordingly

Equipment With Crew

- Standard prices will apply to all labor orders placed at show site

• Rates are per lift and crew per hour

• One hour minimum per lift/crew - lift/crew thereafter is charged in half (1/2) hour increments

• Straight time cannot be guaranteed

	Straight Time	Overtime
Condor/Boom Condor with crew (up to 200 lbs lift capacity)		
Advance Price	\$421.00	\$495.00
Standard Price	\$547.30	\$643.50
Additional Crew Assembly Labor (Per person / Per hour)		
Advance Price	\$75.75	\$113.60
Standard Price	\$98.45	\$147.65

Installation Estimate

Condor/Boom/Snorkel

Approx Hours _____ Hourly Rate _____ Total Estimated Cost _____
_____ @ _____ = _____

Additional Crew Assembly Labor

Approx Hours _____ Hourly Rate _____ Total Estimated Cost _____
_____ @ _____ = _____

Dismantle Estimate

Condor/Boom/Snorkel

Approx Hours _____ Hourly Rate _____ Total Estimated Cost _____
_____ @ _____ = _____

Additional Crew Disassembly Labor

Approx Hours _____ Hourly Rate _____ Total Estimated Cost _____
_____ @ _____ = _____

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

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

- ____ Freeman
____ Exhibitor Personnel
____ Display House

Additional crew and/or equipment will be used if the supervisor deems it necessary to safely complete the installation and/or dismantling of a job and it will be charged accordingly.

FREEMAN hanging sign labor

F R E E M A N

3323 IH 35 North, Ste 120
San Antonio, Texas 78219
Ph: 210/227-0341 • Fax 469/621-5611
FreemanSanAntonioES@freemanco.com



**DEADLINE DATE
FEBRUARY 08, 2013**

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

STRUCTURAL INTEGRITY STATEMENT THIS FORM MUST BE RETURNED FOR ALL SUSPENDED STRUCTURES

_____, the contracted exhibitor at the
TMS 2013 142ND ANNUAL MEETING & EXHIBITION and (if applicable), the display
house or builder for the aforementioned exhibitor, do hereby certify and guarantee that
the stress points for the hanging structure have been properly engineered and tested.
We further certify that the structure can be hung safely and has been constructed to
meet all applicable regulations and safety measures.

We hereby release, indemnify and forever hold harmless the **ASSOCIATION, HENRY B.
GONZALEZ CONVENTION CENTER, FREEMAN**, and its subsidiaries, their directors,
officers, employees, representatives, agents and contractors from and against any and
all liability, claims, damage, loss, fines, or penalties arising from the installation, use
or dismantling of this structure. All hang points supporting in excess of 200 lbs. may
be verified (metered) on site at exhibitor's expense.

Exhibiting Company: _____ Booth #: _____

Authorized Signature: _____

Printed Name: _____ Date: _____

E-Mail: _____

Display House/Builder (if applicable): _____

Authorized Signature: _____

Printed Name: _____ Date: _____

E-Mail: _____

**Complete and return form to address listed at the top
of this form.**

FREEMAN structural integrity statement

FREEMAN

RUSH

DO NOT DELAY

TO: _____
EXHIBITOR NAME

C/O: **FREEMAN**
3323 IH 35 NORTH, SUITE 126
SAN ANTONIO TX 78219

HANGING SIGNS

***TMS 2013 142ND ANNUAL
MEETING & EXHIBITION***

EVENT: _____

BOOTH NO. _____ NO. _____ OF _____ PCS.

FREEMAN

RUSH

DO NOT DELAY

TO: _____
EXHIBITOR NAME

C/O: **FREEMAN**
3323 IH 35 NORTH, SUITE 126
SAN ANTONIO TX 78219

HANGING SIGNS

***TMS 2013 142ND ANNUAL
MEETING & EXHIBITION***

EVENT: _____

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.



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.

FREEMAN

(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

NAME OF SHOW: **TMS 2013 142ND ANNUAL MEETING & EXHIBITION / MARCH 4-6, 2013**

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

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 2013 142ND ANNUAL MEETING & EXHIBITION
C/O: FREEMAN
3323 IH 35 NORTH, STE 126
SAN ANTONIO, TX 78219
MUST BE DELIVERED BY FEBRUARY 22, 2013

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

FREEMAN / Exhibiting Company Name / Booth #
TMS 2013 142ND ANNUAL MEETING & EXHIBITION
C/O: FREEMAN
HENRY B GONZALEZ CONVENTION CENTER
200 E MARKET ST, BOWIE ST. DOCK
SAN ANTONIO, TX 782052637
CANNOT BE DELIVERED BEFORE MARCH 02, 2013

TYPE OF SERVICE

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

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

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

SHIPPING INFORMATION

Items to be shipped

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

Size of largest piece: (H) _____ (W) _____ (L) _____

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

OUTBOUND SHIPPING

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

Ship to address:

Number of Labels : _____

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

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

SHOW # (294101) _____

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 setup.
- 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 to Freeman's carrier choice or delivered back to the warehouse at 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

INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **TMS 2013 142ND ANNUAL MEETING & EXHIBITION / MARCH 4-6, 2013**

COMPANY NAME _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS _____

For Assistance, please call 210-227-0341 to speak with one of our experts.

Let Freeman OnLine[®] estimate your material handling charges for you. Log on to 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: 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** 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.

STRAIGHT TIME: 8:00 A.M. to 5:00 P.M. Monday through Friday

OVERTIME: 5:00 P.M. to 8:00 A.M. Monday through Friday, all day Saturday, Sunday, 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	200 lb. Minimum
-------------	---------------	-----------------

RATE CLASSIFICATIONS:

Warehouse Shipment (200 lb. minimum)		
Crated or Skidded Shipment.....	\$ 57.00	114.00
Special Handling Shipment.....	\$ 74.00	148.00
Show Site Shipment (200 lb. minimum)		
Crated or Skidded Shipment.....	\$ 55.00	110.00
Special Handling Shipment.....	\$ 71.50	143.00
Uncrated or Pad Wrapped Shipment.....	\$ 82.50	165.00
Small Package - Maximum weight is 30 lbs per shipment*		
Small Package.....	\$ 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.

ADDITIONAL SURCHARGES:

Shipment Delivered after Deadline Date (in addition to above rates)		
Warehouse Shipment after Deadline.....	\$ 14.25	28.50
Show Site Shipment after Deadline.....	\$ 13.75	27.50
Overtime Charge - Inbound (in addition to above rates)		
Crated or Skidded Shipment.....	\$ 13.75	27.50
Special Handling Shipment.....	\$ 18.00	36.00
Uncrated or Pad Wrapped Shipment.....	\$ 21.50	43.00
Overtime Charge - Outbound (in addition to above rates)		
Crated or skidded Shipment.....	\$ 13.75	27.50
Special Handling Shipment.....	\$ 18.00	36.00
Uncrated or Pad Wrapped Shipment.....	\$ 21.50	43.00

Description	Weight	CWT	Price per CWT	Estimated Total Cost (200 lb. Min.)
	÷ 100 =			
Surcharges	÷ 100 =			
			8.125% Tax	N/A
			Total	

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. \$ 114.00

52 lbs. charged @ 200 lbs. \$ 114.00

65 lbs. charged @ 200 lbs. \$ 114.00 = \$342.00

1 Consolidated Shipment

3 pieces (1 shipment)

177 lbs. charged @ 200 lbs = \$114.00

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

SPECIAL HANDLING DEFINITIONS

for frequently asked questions and material handling estimator tools, go to 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 and UPS) 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

F R E E M A N

R U S H

R U S H

DO NOT DELAY

DO NOT DELAY

MUST DELIVER BY FEBRUARY 22, 2013

MUST DELIVER BY FEBRUARY 22, 2013

TO: _____

EXHIBITOR NAME

TO: _____

EXHIBITOR NAME

C/O: FREEMAN

3323 IH 35 NORTH

STE 126

SAN ANTONIO, TX 78219

C/O: FREEMAN

3323 IH 35 NORTH

STE 126

SAN ANTONIO, TX 78219

WAREHOUSE

WAREHOUSE

TMS 2013 142ND ANNUAL MEETING &

EVENT: **EXHIBITION**

TMS 2013 142ND ANNUAL MEETING &

EVENT: **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.

FREEMAN

3323 IH 35 North, Ste 120
San Antonio, TX 78219

(210) 227-0341 Fax: (469) 621-5611
FreemanSanAntonioES@freemanco.com



OUTBOUND MATERIAL HANDLING AND SHIPPING LABELS

NAME OF SHOW: **TMS 2013 142ND ANNUAL MEETING & EXHIBITION / MARCH 4-6, 2013**

COMPANY NAME: _____ BOOTH #: _____ BOOTH SIZE: _____ X _____

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

For Assistance, please call (210) 227-0341 to speak with one of our experts.

For fast, easy ordering, go to 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: _____

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 Exhibitor's 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-weighed 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 JURISDICITON 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 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 PREMISE.

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.

**SAN ANTONIO FIRE PREVENTION DIVISION
1901 SOUTH ALAMO STREET
SAN ANTONIO, TEXAS 78204**

Revised June 26, 2008

Fire Regulations for Assembly Occupancies

Welcome to San Antonio and let us be one of the first to assist you in making your visit a momentous one. To ensure no last minute changes or unknown charges, please review the following basic outline of our fire code regulations. For more specific information on inquires about possible fees and special approvals, please contact our Special Events Coordinator at (210) 207-3695.

Seating and Booth Arrangements:

1. A floor plan of the layout for public events such as banquets, display exhibits, conventions, concerts or conferences should be submitted to the Fire Marshal for approval at least 21 days prior to the event.
2. All seating arrangements for events will be in accordance with NFPA 101, Life Safety Code, and 2006 International Fire Code, and approved by the Fire Marshal. Any special or unusual arrangements must be approved prior to tickets sales.
3. Exhibit approvals will require a final walk-through by the Fire Marshal prior to event opening. Walk-through conducted after normal work schedule, weekends or holidays will be at the expense of clients unless instructed otherwise.

Booth Construction, Decorations, and Stage Scenery:

4. The decorative and construction materials must be of non-combustibles or flame-resistant material or treated with a solution to make the material flame-resistant.
5. All curtains, drapes, carpet and decorative materials must be non-combustible or flame-resistant material.
6. Any merchandise or material attached to drapes or table skirts must be on non-combustible or flame-resistant material or approved by the Fire Marshal.

Enclosed and Multiple Story Booths:

7. All booths that are completely enclosed must have a smoke detector within the enclosed area that can be heard outside the enclosed area. Multiple story booths must have a smoke detector on the ceiling of the first level.
8. If any enclosed or multiple story booth is over 50 feet in length and holds more than 50 people, it must have at least two marked exits.
9. The travel distance within any booth or exhibit enclosure to an exit access aisle may not be greater than 50 feet.
10. Multiple Story Booth plans must be submitted to the Fire Marshal's office for approval. The plans must specify maximum number of occupants and have a structural engineer's stamp certifying that the platform can bear the maximum occupant load.
11. Multiple story booths must contain at least two 5 pound fire extinguishers, ABC type (2A10BC), with at least one fire extinguisher per floor.

Exits and Exit access and discharge:

12. All exit doors and aisles serving any occupied area of the building must remain unobstructed and unlocked during the hours of operation.
13. No curtain, drapes, or banners shall be hung in such a manner as to cover any exit signs.
14. No decorations, furnishings or other objects may be so placed as to obstruct exits or visibility to the exits. Mirrors may not be placed next to or over exit doors in such a manner as to confuse the direction of the exit.

15. Exit illumination shall be provided and maintained when the building or structure is occupied. Equipment providing emergency power for exits should provide power for not less than ninety (90) minutes and assembly illumination shall be maintained and operable at all times. (2006 IFC, Section 1006)

Open Flames, Compressed Gases, Explosives and Lasers:

16. The following items may not be used without prior approval of the Fire Marshal.
- A. Use, display or storage of LPG (Propane or Butane) (200 lb storage limit)
 - B. Flammable Liquids of Gas
 - C. Barbeque Grills
 - D. Straw, sawdust, or wood shavings
 - E. Welding or cutting equipment for demonstration purposes
 - F. Gas fired appliances for demonstrations or cooking purposes
 - G. Salamander stoves for demonstrations or cooking purposes
 - H. Lit candles and lanterns for demonstration purposes
 - I. No Class B or C Fireworks of any type are allowed without a permit issued by the Fire Marshal's office
 - J. Helium filled balloons are not allowed in the Convention Facilities or Alamodome, as per regulations of the facility.
 - K. Hazers/Fog Machines
17. The use of open flames, burning or smoke-emitting materials as part of an act, display or show is prohibited, unless approved by the Fire Marshal.

Cooking and Cooking Appliances:

18. Cooking is permitted on a limited basis. Small electric cook-tops, ovens and skillets will be allowed for warming. Small 2 ½ - gallon deep-fat fryers are also allowed.
19. Cooking appliances must be placed on non-combustibles surface materials and may not be located within two feet of any combustible materials.
20. All cooking using grease or cooking oils may require splatter shields or lids to protect other employees or the public attending the function from being burned.

Electrical Equipment:

21. Electrical equipment must be installed, operated and maintained in a manner that does not create a hazard to life or property and approved by the City Electrical Inspector.
22. All extension cords extending across an aisle or in the path of travel must be secured/covered to avoid tripping anyone walking across the area.

Vehicles:

23. The following are requirements for displaying vehicles and fuel powered engines. (2006 IFC, sect. 314.4)
This includes all vehicles (e.g.: cars, trucks, semi's, recreational vehicles, boats, motorcycles, atv's, jet ski's, etc).
- A. Not more than ¼ tank or five (5) gallons, whichever is less.
 - B. Fuel tank gas cap must be locked or sealed to prevent mishandling or escape of vapors.
 - C. Battery cables must be disconnected from the ignition system.
 - D. Vehicle operation is limited to brief parade type display specifically approved by the Fire Marshal.
 - E. A floor plan of the display area must be submitted at least 21 days prior to move-in for the Fire Marshal's approved.
 - F. Keys to the vehicle shall remain at the exhibit area, so the vehicle can be removed in case of emergency.
 - G. Show vehicles with LPG tanks shall not be permitted inside the exhibit area without prior approval from the Fire Marshal.
24. No vehicle shall be parked in designated fire lanes.
25. All vehicles not on display are required to be removed from the building prior to the opening of the event.

Tents (over 200 Sq. Ft.) and Canopies (over 400 Sq. Ft.) require a Permit: (2006 IFC, sect. 2403.2)

26. All temporary installation of tents, awnings, canopies and other membrane structures requires prior approval by the Fire Marshal.
27. Plans drawn to scale showing size, height, location, anchoring details and certification of material flame resistance must be submitted to the Fire Marshal's office at least 21 days prior to event for approval.

Hazardous Materials:

28. OSHA requires that all containers of hazardous materials be labeled with the identity of the hazardous material contained therein and appropriate hazard warning.
29. All hazardous materials require Fire Marshal approval.
30. Exhibitors displaying or using hazardous chemicals must have available a Material Safety Data Sheet (MSDS) in case of spill or leakage.

General Regulations:

31. The use of all gas fire heating units; either portable or stationary shall meet the approval of the City Plumbing Inspector and/or the Fire Marshal.
32. Smoking is prohibited in all City of San Antonio buildings. Smoking policy is regulated by City Ordinances #62785, #75573, #85370 and facility regulations.
33. Storage for crates or freight not in use or being displayed must be arranged with the event coordinator and approved by the Fire Marshal.
34. Compressed gases are not allowed in the exhibit area in other than approved containers. Only one-day supply will be allowed in the display area and they must be secured.
35. Whenever compressed gases are used in booth or display area, a "**NO SMOKING**" sign must be posted.
36. If present, fire alarm systems and sprinkler systems must have a current inspection tag. (2006 IFC, sect. 901.6)
37. Every room or space that is an assembly occupancy shall have the occupant load of the room or space posted in a conspicuous place, near the main exit or exit access doorway from the room or space. (2006 IFC, sect. 1004.3)
38. In accordance with the 2006 International Fire Code (Section 403.1) "When, in the opinion of the Chief, it is essential for in a place of assembly or any place where people congregate, because of the number of persons, or the nature of the performance, exhibition, display, contest, or activity, the owner, agent, or lessee shall provide one or more fire watch personnel, as required and approved, to remain on duty during the times such places are open to the public, or when such activity is being conducted."

NOTICE:

If lasers will be used during an event, the technician must be registered with Texas Department of Health (Bureau of Radiation Control). To notify the Texas Department of Health, call (512) 834-6688 ext. 2251 or Fax (512) 834-6690. All pyro displays require the technicians to be licensed and certified by the Texas State Fire Marshal's office (512) 305-7932 or 305-7930. At the expense of the client, one or more Fire Marshals will be employed for these events, unless directed otherwise.

TMS2013

142nd Annual Meeting & Exhibition



SHOW NAME: TMS 2013	VENUE: Henry B. Gonzalez Convention Center
START DATE: 3/4/13	ORDER DEADLINE: Thursday, February 14, 2013
END DATE: 3/6/13	

EQUIPMENT DESCRIPTION	QTY.	ADVANCE RATE	POST DEADLINE RATE	SHOW DAYS	TOTAL
FLAT SCREEN DISPLAY					
20" LCD MONITOR (Tabletop Only)		\$170.00	\$221.00	3	\$ -
32" LCD MONITOR W/ SPEAKERS (Tabletop Only)		\$250.00	\$325.00	3	\$ -
43" PLASMA MONITOR W/STAND		\$500.00	\$650.00	3	\$ -
46" LCD-LED MONITOR W/STAND & SPEAKERS		\$550.00	\$715.00	3	\$ -
50" PLASMA MONITOR W/STAND		\$600.00	\$780.00	3	\$ -
PLASMA MONITOR STAND		\$125.00	\$162.50	3	\$ -
PLASMA MONITOR WALL MOUNT		\$50.00	\$65.00	3	\$ -
PLASMA MONITOR STAND SHELF		\$30.00	\$39.00	3	\$ -
PLASMA MONITOR SPEAKERS (43" & 50" ONLY)		\$100.00	\$130.00	3	\$ -
OTHER				3	\$ -
VIDEO PLAYERS					
DVD PLAYER		\$85.00	\$110.50	3	\$ -
VIDEO ACCESSORIES					
VIDEO DISTRIBUTION AMPLIFIER		\$50.00	\$65.00	3	\$ -
54" BLACK DRAPED MONITOR CART		\$25.00	\$32.50	3	\$ -
AUDIO EQUIPMENT					
LARGE SOUND PACKAGE (2 Speakers, 1 Mixer)		\$155.00	\$201.50	3	\$ -
SMALL SOUND PACKAGE (1 Speaker, 1 Mixer)		\$95.00	\$123.50	3	\$ -
WIRED MICROPHONE W/ STAND		\$35.00	\$45.50	3	\$ -
WIRELESS MICROPHONE		\$145.00	\$188.50	3	\$ -
COMPUTER/MP3 AUDIO PATCH		\$35.00	\$45.50	3	\$ -
SINGLE DISC CD PLAYER		\$50.00	\$65.00	3	\$ -
COMPUTERS					
LAPTOP COMPUTER		\$200.00	\$260.00	3	\$ -
MACBOOK COMPUTER		\$250.00	\$325.00	3	\$ -
Equipment Rental Calculation			EQUIPMENT TOTAL:		
Quantity x Rate x Days = Total			SERVICE FEE 25% or \$125 MIN:		
EXHIBITOR INFORMATION			EQUIPMENT TOTAL TAX: 8.125%		
			TOTAL: \$ -		
BOOTH #			PAYMENT IN FULL, IS DUE AT THE TIME ORDER IS PLACED		
COMPANY:					
COMPANY:					
ADDRESS:					
			PAYMENT INFORMATION		
			<input type="radio"/> CO. CHECK <input type="radio"/> VISA <input type="radio"/> MASTERCARD <input type="radio"/> AMEX		
ORDER CONTACT:			NAME ON CARD:		
ORDER PHONE:			CARD #		
ORDER EMAIL:			EXP DATE:		
SET-UP DATE/TIME:			CREDIT CARD		
STRIKE DATE/TIME:			ADDRESS:		
ONSITE CONTACT:					
ONSITE PHONE:			SIGNATURE:		
ONSITE EMAIL:			DATE:		


Return Completed Form To:
 exhibitororders@ovationevents.com

OVATION, INC.
 3810 BEDFORD AVE, SUITE 200
 NASHVILLE, TENNESSEE 37215

Questions and Form Fax Line
 ph. 615.333.3939
 fax: 615.333.3936

RENTAL POLICY & GENERAL INFORMATION:

- 1) ALL MATERIALS AND EQUIPMENT FURNISHED BY OVATION SHALL BE IN OPERATING CONDITION UPON DELIVERY.
IF A MALFUNCTION IS EXPERIENCED IN OPERATION, THE PROBLEM MUST BE REPORTED IMMEDIATELY.
REPAIR OR REPLACEMENT, WILL BE ARRANGED BY OVATION, TO RESOLVE THE PROBLEM. OVATION WILL NOT BE RESPONSIBLE FOR PROBLEMS REPORTED AFTER THE RENTAL PERIOD.
- 2) CREDIT SHALL NOT BE GIVEN FOR EQUIPMENT OR PERSONNEL NOT UTILIZED.
- 3) CLIENT IS RESPONSIBLE FOR ALL OVATION PROPERTY, WHILE IN THEIR USE; INCLUDING DAMAGE, LOSS, THEFT, OR VANDALISM. REPAIR OR REPLACEMENT COSTS SHALL BE THE RESPONSIBILITY OF THE CLIENT.
- 4) ONSITE ORDERS ARE SUBJECT TO AVAILABILITY AND PRICING WILL BE DETERMINED BY OVATION REPRESENTATIVE.
- 5) ORDERS RECEIVED WITHOUT ADVANCE PAYMENT, OR AFTER THE ORDER DEADLINE WILL INCUR POST DEADLINE RATES AS INDICATED ON ORDER FORM.
- 6) PRICES ARE BASED ON CURRENT RATES AND ARE SUBJECT TO CHANGE WITHOUT NOTICE.
- 7) SPECIAL ORDER REQUESTS MUST BE RECEIVED PRIOR TO ORDER DEADLINE.
- 8) CANCELLATION OF ORDER: A 48 HOUR NOTICE OF CANCELLATION, FROM EVENT START DATE, IS REQUIRED, OR A FEE OF 50% OF THE TOTAL ORDER WILL BE CHARGED.
- 9) CANCELLATION OF EQUIPMENT AFTER INITIAL SET UP IS SUBJECT TO ADDITIONAL LABOR CHARGES, AS DETERMINED BY OVATION REPRESENTATIVE, BASED ON OVATION AND/OR VENUE LABOR RATES AND REGULATIONS.
- 10) EQUIPMENT WILL NOT BE DELIVERED UNLESS A REPRESENTATIVE FROM THE CLIENT'S COMPANY IS PRESENT.
REQUESTED DELIVERY TIMES ARE GUIDELINES ONLY AND DO NOT EQUATE EXACT DELIVERY TIME. OVATION WILL WORK TO DELIVER YOUR ITEMS AS SOON AS POSSIBLE. UNLESS SPECIAL CIRCUMSTANCES EXIST, PLEASE CONTACT OVATION IF YOUR ORDER HAS NOT BEEN RECEIVED WITHIN A 4HR WINDOW OF YOUR REQUESTED DELIVERY TIME.

ITEM	UNIT PRICE			QUANTITY	TOTAL
	Early Bird Thru 1/12	Advance 1/13-2/16	On-Site 2/17-3/7		
HAND HELD UNITS:					
(Prices quoted in U.S. dollars only)					
<input type="checkbox"/> ExpoAccess - 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"/> ExpoScan - 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 _____ =	\$ _____
SMART PHONE APPLICATION:					
<input type="checkbox"/> ExpoSmart - Single Phone Access	\$ 179.00	\$ 229.00	\$ 279.00	X _____ =	\$ _____
<input type="checkbox"/> ExpoSmart - Up to 5 Phone Access (Compatible with Blackberry 6.0, Android 2.2, and iPhone with autofocus camera)	\$ 349.00	\$ 449.00	\$ 549.00	X _____ =	\$ _____
					
OPTIONAL SERVICES:					
<input type="checkbox"/> Delivery & pick-up (Please provide an on-site mobile phone number below to schedule your delivery)			\$ 125.00	X _____ =	\$ _____
TOTAL					\$ _____

ORDER ONLINE for IMMEDIATE SAVINGS!

www.rcsreg.com/leads/tms2013

CONTACT INFORMATION	
Name _____	Booth # _____
Company _____	Mobile Phone _____
Address _____	email _____
City, ST, Zip _____	(email receipt will be sent once order is processed)
Country _____	email _____
	(email confirmation will be sent once order is processed)

PAYMENT:

- a confirmation will be sent when order is processed if email provided -

Credit Card - Orders must be processed online or call 805-654-0171

Check (US funds drawn on a US bank) - Make payable to **REGISTRATION CONTROL SYSTEMS**

Mail completed form with check to:
EXHIBITOR SERVICES DESK
REGISTRATION CONTROL SYSTEMS
 1833 Portola Rd., Suite C
 Ventura, CA 93003

Phone: 805-654-0171
 eMail: exhibitorserv@rcsreg.com

Orders must be pre-paid.
No purchase orders will be accepted.



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/tms2013

LEAD COLLECTION CHOICES THAT ARE RELIABLE AND EASY TO USE



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 app works with Android, iPhone and Blackberry smartphones!

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
ExpoAccess	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
ExpoScan	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
ExpoSmart	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)

Terms and Conditions / Payment Options

<p>1. Smart City is the exclusive provider and installer of all Voice, Data and Network services (wired and wireless) including communications cabling. This includes all cabling to meeting rooms, booths, within booths (under carpet and flooring), fiber optic, twisted pair (Category 3, 5 and 6), coaxial and all other data and telecommunications related cabling.</p> <p>2. The use of the network connection(s) provided by Smart City may be used only by the directors, officers and employees of the Company, its guests, its agents and consultants while performing service for the Company and cannot be resold or distributed to other companies or individuals.</p> <p>3. All devices for which Smart City directly or indirectly provides Internet / Network connectivity must pay a device charge or purchase a Smart City assigned IP address.</p> <p>4. Incentive Price applies when a completed order with payment is received no later than 14 days prior to the first day of show move-in. Base Price applies to (a) all orders received from One (1) to Thirteen (13) days before show move-in has started or (b) orders received on or before the 14 day Incentive Deadline without payment (c) orders placed on site or after show move-in has started will be at Base Price plus an additional 20% X Base Price.</p> <p>5. Internet / Network – 10 / 100 Mbps, full-duplex, auto-sensing Ethernet access to our backbone, with shared or dedicated Internet access up to 128 Kbps or greater (depending on service ordered) via an RJ-45 jack, is provided for each connection ordered.</p> <p>6. Shared Internet Services Specific: Routers, Streaming Applications, VoIP, DHCP, NAT or Proxy Servers are not allowed with any of our shared Internet / Network services. This includes, but is not limited to, NetPremium, NetStandard, NetBasic, and NetExpress. Smart City can engineer a custom dedicated network(s) to accommodate such special requests. Please call for quote.</p> <p>7. Rates listed include a single IP address, standard installation to the booth in the most convenient manner and does not include computer equipment, NIC card, TCP / IP software or power to the booth.</p> <p>8. Limited Availability: T-1 / DS-3 and other special circuit orders must be placed 45 days prior to show move-in date due to limited availability and to avoid additional charges.</p> <p>9. Wireless Specific: (a) Smart City is the exclusive provider of voice, wired and wireless data service(s) for the Facility. Wireless Devices not authorized by Smart City are strictly prohibited. Customer(s) that desire to showcase their wireless products must contact Smart City 21 days in advance of show move-in to investigate the potential of Smart City engineering a customized cohesive network to operate without interference to other Customer(s), (applicable charges may apply). (b) The use of any wireless device that interferes with the facility's 2.5 / 5.8 GHz wireless data frequency range is prohibited and subject to disconnection at the Customer expense.</p> <p>10. Unless otherwise directed, Smart City is authorized to cut floor coverings to permit installation of service.</p>	<p>11. Internet Performance Disclaimer: Smart City does not guarantee the performance, routing, or throughput; either expressed or implied, of any data circuit(s) connectivity with regards to the Internet and / or Internet backbone(s) beyond the Facility.</p> <p>12. Only Smart City personnel are authorized to modify system wiring or cabling. Material and equipment furnished by Smart City for this service contract shall remain the property of Smart City.</p> <p>13. CANCELLATION – There is a minimum \$150 or 10% Cancellation fee (whichever is greater). Cancellations must be in writing. Additional cancellation charges will apply for orders that have already incurred processing, labor, material, and / or engineering costs. Some broadband services and special circuits cannot be cancelled once ordered and will incur full charges listed / quoted. Credit will not be given for service(s) installed and not used.</p> <p>14. Service problems must be reported to the Smart City Service Desk. Service claims will not be considered unless filed in writing by Customer prior to close of show.</p> <p>15. Any additional cost incurred by SMART CITY to: 1) assist in trouble diagnosis or problem resolution found not to be the fault of SMART CITY or 2) collect information required to complete the installation that customer fails to provide (i.e. floor plans or special circuit numbers) may be billed to the Customer at the prevailing rate.</p> <p>16. Equipment Management: (a) Customers should pick up hubs, wireless devices, telephone instruments and other rental equipment at the Smart City Service Desk. (b) The Customer will be fully responsible for the protection and safekeeping of rental equipment and will be responsible for returning all rental equipment to the Smart City Service Desk within one (1) hour following close of the show.</p> <p>17. The prices listed on this contract do not include Federal, State, Local or Other Taxes and Tax surcharges. Taxes / Tax surcharges will be included on your final bill. Federal Tax ID is 65-0524748.</p> <p>18. NOTE: THE CUSTOMER IS RESPONSIBLE FOR ALL INTERNATIONAL LONG DISTANCE AND OTHER APPLICABLE CHARGES AGAINST ASSIGNED TELEPHONE NUMBER(S)</p> <p>19. All Single Line, Multi-Line, and Dedicated Line Telephone services include Directory Assistance, Information, "0+", Operator assisted, 1-800, 950, credit card type call usage and unlimited Domestic Long Distance. International Call charges will apply.</p> <p>20. Long Distance (International Calls) and Line Restrictions: (a) Credit Card restriction will only allow Local, "1-800" and Credit Card calling. Intl restriction will block all International calling but allow all other type calls. (b) All lines will be blocked from "976" and "900" dialing unless otherwise requested. Additional deposits may be applicable. (c) Smart City will provide a detailed listing of all toll / billable type calls made from applicable services. Additional LD deposits required for Intl companies.</p> <p>21. A per line move fee starting at \$100 (Telephone), \$200 (Internet) may apply to relocate the line(s) after it is installed.</p> <p>22. Prices are based upon current rates and are subject to change without notice.</p>
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(1) All Customer contracts and agreements are solely between SMART CITY and the prospective Customer; (2) SMART CITY is not the employee, agent or partner of the Facility; (3) The Facility is not a party to, nor shall it have any obligations or liabilities whatsoever to any Customer, under any Customer Contract including without limitation, the obligation to provide any of the services covered by such Customer Contract; (4) No representations or warranties are being made by the Facility with respect to any Customer Contract or any Communications Services; (5) The right of the Customer to receive any Communications Service will be terminated if this Agreement is terminated for any reason provided therein; and the Facility will have no obligation to continue providing such service unless the Facility elects in its sole discretion to continue to provide such services itself or through a third party; (6) The provisions of the Customer Contract are separate and independent from the provisions of the Customer's lease space in the building and shall not affect the Customer's obligations under such lease and without limiting the foregoing, in no event shall any default by SMART CITY under the Customer Contract or any failure with respect to any Communications Services have any effect on any Customer's obligations to the Facility under any lease or any other occupancy agreement between such Customer and the Facility.

<p>23. A valid Credit Card number with signature MUST be on file regardless of payment method. For your convenience we will use this authorization to charge your credit card for any additional amounts incurred.</p> <p>24. Smart City accepts payments in US dollars, Checks drawn on a US bank, Wire Transfers or the following Credit Cards: (Amex, MasterCard, Visa,). Make all checks payable to: Smart City.</p> <p>25. Due to the cost of processing checks, any refunds due in the amount of \$10.00 or less will not be refunded except upon written request.</p>	<p>Mail or Fax Completed Orders with Payment and Floor Plan To</p> <p>SMART CITY 5795 W. BADURA AVENUE, SUITE 110 LAS VEGAS, NEVADA 89118 (888) 446-6911 FAX (702) 943-6001</p>
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Customer Acceptance of All Smart City Terms and Conditions / Attachments:

With execution of this document the Customer hereby authorizes Smart City to provide services as requested herein, is authorized to request such services and acknowledges full and complete understanding of the Terms and Conditions and Attachments contained herein & Website.

Print Authorized Name	Authorized Signature	Date
FOR SMART CITY USE: Payment Rec'd (Amount):	Customer No: 2013 - 017 - 983 -	

ORDER ON LINE: <https://www.smartcitynetworks.com/order/center.aspx?center=017>

*** Tipping is not permitted. Any request from personnel for gratuities should be reported to Management immediately. ***

Network Security Declaration

Center: Henry B Gonzalez CC (017) - Tx

Company Name: _____

Show: TMS 2013 142ND ANNUAL MEETING & EXH

Booth / Room #: _____

Customer / Ref #: 2013 - 017 - 983 -

The Network Security Policy implemented for this Facility requires Customer(s) adherence to several necessary precautions in order for Smart City to maintain a healthy, viable network for all Customers. This declaration of compliance with the security requirements as noted herein is an acknowledgement of Smart City's filtering policies and must be completed, signed by an authorized Customer representative and mailed or faxed to Smart City prior to the requested network service(s) being activated for Customer's usage.

Network Security Policy:

Smart City requires that all devices directly or indirectly accessing Smart City's network(s) have the latest virus scan software, Windows® security updates, system patches, and any other technological precautions necessary to protect the Customer(s) and others from viruses, malicious programs, and other disruptive applications. Any device(s) which adversely impacts Smart City's network(s) may cause service interruptions to Customer(s) which can lead to disconnection of the Customer's equipment from the network(s), with or without prior notice at Smart City's sole discretion. The device(s) in question will remain disconnected until all issues are adequately resolved. All charges will apply and no refunds will be given. Additional charges may apply for trouble diagnosis and / or problem resolution.

Smart City has implemented filtering policies on all Internet routers. These filters block all inbound Internet Control Message Protocol (ICMP) -- Ping, Traceroute, etc. -- destined to any Smart City Network(s). Smart City understands that Ping and Traceroute are valuable troubleshooting tools; therefore Smart City's Policy does allow ICMP (Ping & Traceroute) packets sourced from any Smart City network(s).

Further, to avoid infection by common Internet worms (Nachi, MSBlaster, LoveSAN, etc.), Smart City has implemented similar filters on the following TCP and UDP port numbers: UDP – 137, 138, 402, 1434 and TCP – 135, 139, 402, 445, 4444.

Customers requiring inbound or outbound access to any of the filtered ports, should contact a Smart City customer service representative in advance of the event with details of the specific requirements so that Smart City may consider the potential of a customized alternative.

Each Customer's business is important to Smart City and with advanced and timely notification of a Customer's needs we are confident that we can provide network services that perform as expected for all clients.

***** Please inform all show site personnel about the importance of Smart City's Network Security compliance issues *****

***** Services are activated after Smart City is in receipt of this signed declaration of compliance with our network security requirements *****

Device(s) Operating System: _____ Total # of Devices: _____

Type of Anti-Virus Software Installed: Norton McAfee Other: _____

Virus Scan Last Updated - Date: _____ / _____ / _____ Security Updates Last Performed - Date: _____ / _____ / _____

Are You Renting Computers? Yes No Rental Company Name: _____

Rental Company Contact: _____ Contact Number: _____

With execution of this document the Customer hereby attests that Customer provided equipment, which will be connected to Smart City's network(s) at the above noted Facility and Show / Event has been properly protected, contains anti-virus software, and the latest patches and security updates have been installed. Customer(s) also accepts the responsibility for the performance of Customer's equipment and understands the conditions placed on service delivery by this document as well as the potential that additional charges may be incurred should Customer's equipment be found to adversely impact Smart City's network(s) performance. The Customer acknowledges that this Network Security Declaration is part of the Customer Contract allowing Smart City to provide requested service(s) and is subject to change without notice.

Signature

Date

Printed Name

Title

Floor Plan – Communications Cable

Center: Henry B Gonzalez CC (017) - Tx

Company Name: _____

Show: TMS 2013 142ND ANNUAL MEETING & EXH

Booth / Room #: _____

Customer / Ref #: 2013 - 017 - 983 -

Voice and Data communications cabling. Smart City is the **exclusive installer** of Voice and Data communications cabling. Smart City provides cabling to booths, within booths (under carpet and flooring) and from booth-to-booth. Fiber Optic, twisted pair (Category 3, 5 and 6), coaxial and all other data and telecommunication cable fall under Smart City's area of expertise.

IMPORTANT!! Prior to installation of service, a complete floor plan is required. Please utilize this grid should you not have your own floor plan to send us. You may use a different floor plan for each service group (Telephone, Internet, etc.) or combine all services on one floor plan. For a floor plan to be considered complete it **must** include all the information listed below (Main Distribution Location "MDL", designated location of items within the booth, surrounding booths, scale-length and width).

Adjacent Booth or Aisle# _____

Adjacent Booth or Aisle# _____

X = Main Distribution Location (**MDL**) – The originating line(s) for service, whether from overhead, a floor pocket or a column, will be delivered to a "MDL" before being distributed within your booth. Example: Storage area, back of booth, etc. (unless specified, the default for the "MDL" will be the back of the booth or at Smart City's discretion, the most convenient location). All distribution of services to their final destination within the booth will originate from the "MDL". A per line move fee will apply to relocate services within your booth after they have been engineered and / or installed.

T = Location of Telephones, Fax lines or other telecommunications equipment "T".

I / H / PC / C = Location of primary Internet Service "I", Hubs "H", Patch Cables "PC" and / or Computers "C". For Smart City to perform your floor work, you will need to indicate the location of each item you want cabled. Make sure to order your floor work, hubs, and patch cables early and in advance of the show moving in.

Orientation = The Booth or Aisle #'s surrounding your booth. A minimum of one surrounding Booth or Aisle # is required (two or more would be more helpful) for Smart City to accurately install your services.

Size = Booth dimensions (example 10x10) _____ . **Scale** = 1 Box is equal to _____ ft.



Floor Work / Labor - Communications Cable

Center: Henry B Gonzalez CC (017) - Tx

Company Name: _____

Show: TMS 2013 142ND ANNUAL MEETING & EXH

Booth / Room #: _____

Customer / Ref #: 2013 - 017 - 983 -

Smart City has the exclusive contract to install all voice and data communications cabling. This includes all cabling to booths, **within booths (under carpet and flooring)** and from booth-to-booth. Fiber optic, twisted pair (Category 3, 5 and 6), coaxial and all other data and telephone cables fall under Smart City's area of responsibility.

- ❖ **Labor cost** - \$125.00 an hour per technician, with a one hour minimum.
- ❖ **Floor work** - Estimated at 4 cables per tech hour (this is a conservative estimate assuming normal circumstances with timely request for service and a complete floor plan received at least 5 days before show move in. Charges could be greater than our estimate for a variety of reasons such as floor work was ordered late, carpet had already been laid, obstructions / physical structures and other miscellaneous issues that can make cabling more labor intensive and time consuming).
- ❖ **Smart City Cat 5 Cable** - \$50 each (50 ft. cable)

Please select the floor work option that you will require for your booth:

Yes, we will need to order floor work from Smart City for our booth.

_____ Estimated number of labor hours. Please add this to our order.

No, we will not require floor work for our booth. We will not be laying our cables across aisles, across traffic flow areas, under carpet or under flooring.

Please select the cabling option that you will require for your booth:

Smart City Provided Cable. We prefer Smart City to provide the cable for our booth.

_____ Number of Cat 5 Cable(s) at \$50 each. Please add this to our order.

Exhibitor Provided Cable. We will provide our own cable for our booth and understand the following:

- We will not be placing cable across aisles, across traffic flow areas, under carpet or under flooring.
- Smart City can only accept cable and cannot accept hubs, routers, switches or other equipment.
- Smart City cannot guarantee service on Customer/Exhibitor provided cable(s) and/or equipment. Connectivity can be guaranteed only to the point where Smart City's services originate in the booth.
- Any request for trouble diagnosis or problem resolution found not to be the fault of Smart City may be billed to the Exhibitor at the prevailing rate (for example, faulty equipment or damaged cable).
- Cable(s) must be shipped two weeks prior to the show opening to:

Smart City
600 Hemisfair Plaza Way, Bldg. 277, Rm. 201
San Antonio, TX 78205