EXHIBITION AGREEMENT

This Exhibition Agreement (the "Agreement") is between The International Trademark Association ("INTA"), a New York not-for-profit corporation, located at 655 Third Avenue, 10th Floor, New York, NY 10017-5617, and ("Exhibitor"), in connection with the 140th Annual Meeting ("Annual Meeting", "AM" or "Event"), scheduled to take place at the Washington State Convention Center on May 19-23, 2018.

WHEREAS, INTA is the global association of trademark owners and professionals dedicated to supporting trademarks and related intellectual property in order to protect consumers and to promote fair and effective commerce, and in order to promote such advancement, organizes and operates a number of programs and events for which Exhibition opportunities are available; and

WHEREAS, the Exhibitor desires to exhibit at the Event for the promotional opportunity afforded to the Exhibitor by such Event in accordance with the terms and conditions of this Agreement.

NOW, THEREFORE, in light of the foregoing and for good and valuable consideration, including the promotional opportunities to be afforded to the Exhibitor as provided herein, INTA and the Exhibitor agree as follows:

General Terms

1. **Compliance With Exhibition Rules and Regulations.** Exhibitor shall at all times during the Event observe and comply with INTA’s Exhibition Rules and Regulations (the “Exhibition Rules”), as may be updated from time to time. A copy of INTA’s current Exhibition Rules are attached to this Agreement and incorporated herein. INTA shall have sole authority to interpret and enforce the Exhibition Rules and to make any amendments thereto as shall be necessary, in the sole judgment of INTA, for the orderly conduct of the Exhibition. Exhibitor further agrees to comply with the Exhibition Rules and with all applicable laws, ordinances, and regulations. All matters and questions not specifically covered by these rules and regulations are subject to the decision of INTA whose decisions will be final. The Exhibitor agrees to accept and abide by such decisions.

2. **Exhibitor Conduct.** Exhibitor agrees not to display or distribute any promotional items or to engage in any marketing or advertising during the Event outside of its approved booth at the Exhibition Hall. Exhibitor further agrees to conduct itself in a manner that is courteous and respectful of INTA and its staff and of attendees at the Event from other cultures and parts of the world. Any Exhibitor who, in the sole opinion of INTA, engages in conduct that is unethical, offensive or that is not in keeping with or appropriate for the Event, may be dismissed from the Exhibition without refund. Any Exhibitor violating the Exhibition Rules may further be subject to ejection and may forfeit the opportunity to exhibit in subsequent years.

3. **Exhibitor Acknowledgment.** Exhibitor agrees and acknowledges that INTA shall have the ongoing right to require changes to Exhibitor’s booth or to any conduct or offerings in the Exhibition Hall or any other activities during the Event. In the event Exhibitor fails to promptly comply with any request from INTA relating to Exhibitor’s booth or to Exhibitor’s conduct, INTA shall have the right to require removal of or to remove Exhibitor’s booth and to bar Exhibitor from further participation in the Event without refund.
4. **Exhibition Fee.** Exhibitor shall pay the exhibition fee set forth on the Exhibition application (the “Exhibition Fee”) to INTA within 14 days following execution of this Agreement and, in any case, no later than April 2018. Any failure to pay the Exhibition Fee shall entitle INTA to terminate this Agreement, as set forth below.

5. **Termination.** INTA shall be entitled to terminate this Agreement in the event that the Exhibitor fails to pay the Exhibition Fee. INTA shall also be entitled to terminate this Agreement in the event that the Exhibitor fails to adhere to the Exhibition Rules or to any other rules and regulations governing the Exhibition or to promptly and courteously follow any instruction from INTA or its staff. If Exhibitor cancels its exhibit space after February 28th, the Exhibitor will forfeit the Exhibition Fee. If INTA is able to resell the Exhibitor’s exhibit space, INTA may, in its sole discretion, refund or credit some or all of the Exhibition Fee.

6. **Limitation of Liability; Indemnification.** Except as expressly provided in this Agreement, all warranties expressed or implied, including implied warranties of merchantability, fitness for a particular purpose and non-infringement are disclaimed by INTA. Neither party hereto will be liable for lost profits, lost opportunities, or indirect reliance, incidental or consequential damages under any circumstances. In no event shall INTA’s liability under or in connection with this agreement, regardless of the form of action giving rise to such liability whether in contract, tort or otherwise, exceed the amount of the Exhibition Fee paid to INTA by Exhibitor.

The Exhibitor agrees to indemnify and hold harmless INTA, its officers, members and employees from loss or expense (including legal expense) to any person or persons for or by reason of: any breach by the Exhibitor of this Agreement; any condition, defective or otherwise, of any apparatus, equipment or fixtures furnished by the Exhibitor in connection with its exhibit; and any act or omission of the said Exhibitor, its employees or agents. The Exhibitor’s indemnity includes, but is not limited to, claims of copyright, trademark or patent infringement, unfair competition, and product liability. The Exhibitor expressly releases INTA and all aforementioned individuals from any and all claims for such loss, damage or injury. The Exhibitor assumes the entire responsibility for and hereby agrees to protect, indemnify, defend and hold harmless INTA, the Event’s venue, their employees and agents against all claims, losses and damages to persons or property, governmental charges or fines and attorney’s fees arising out of or caused by the Exhibitor, or their employees’ or agents’ installation, removal, maintenance, occupancy or use of exhibit premises or a part thereof, excluding any such liability caused by the sole negligence of Event’s venue, or contracted third-party service provider, its employees and agents. The Exhibitor also assumes responsibility for any and all obligations, including music license royalty fees, resulting from its use of live or recorded music and indemnifies INTA for the same.

7. **Insurance.** Exhibitor is responsible for securing insurance coverage for participation in connection with the Event. Exhibitor must have insurance policies covering booth materials and/or equipment transporting from their home base to the show, vice versa, and also during the Event. Exhibitor must also have public liability and property damage insurance. Exhibitor should check with their corporate insurance policy as most policies will provide riders for such coverage at trade shows/Exhibitions. Exhibitor acknowledges and agrees that its participation in the Exhibition is solely at the Exhibitor’s own risk. Exhibitor who hires a third party contractor for the installation of their booth must make sure they have insurance coverage before appointing them. Exhibitor shall obtain general liability, property damage and fire insurance of not less than $1,000,000 combined single limits at the Exhibitor’s own cost and expense. International Trademark Association (INTA), Washington State Convention Center and Freeman must be named as coinsured with limits of liability of at least $1,000,000 combined single limits including bodily injury, property damage, fire and theft.

8. **Force Majeure.** Neither INTA nor the Exhibitor shall be deemed in default of this Agreement to the extent that performance of its obligations or attempts to cure any breach are delayed or prevented by reason of any act of God, fire, natural disaster, accident, act of government, terrorist act or threat or any other cause beyond its control. It is understood and agreed that in the event
of the cancellation of the Event, or in the event the Exhibition is rendered unusable for any reason stated above, then and thereupon this Agreement shall terminate and the Exhibitor shall pay for said space only up to the time of said termination, pro rata, and the Exhibitor hereby waives any claims for damages or compensation should this agreement be so terminated.

9. **No Partnership.** Nothing in this Agreement shall be construed as constituting a partnership between the Exhibitor and INTA. Both the Exhibitor and INTA will retain all rights to any logos, trademarks and service marks of their respective organizations although the Exhibitor expressly consents to the use and display of such marks, individually and in connection and juxtaposition with each other and the marks of other participating Exhibitor, in connection with the promotion of the post-event publicity or follow-up activities and, of course, with respect to the Event itself. Neither party shall represent that it has any right or authority to bind the other, or create any obligations, express or implied, except as expressly provided in this Agreement.

10. **Entire Agreement; Governing Law:** This Agreement, may be modified only in writing signed by the authorized representatives of both parties, and contains the parties’ entire understanding with respect to the subject matter hereof and supersedes any and all prior agreements, understandings or discussions with respect to the subject matter hereof. This Agreement shall be governed by and construed in accordance with the laws of the State of New York.

**EXHIBITION ACKNOWLEDGMENT**

Exhibitor hereby acknowledges receipt of the foregoing Exhibition Rules and Regulations, booth assignment and understands that the Exhibition Rules and Regulations are part of the Exhibition Agreement. Exhibitor agrees to abide by and comply with the Exhibition Rules and Regulations.

**AGREED TO AND ACCEPTED**

INTA

The International Trademark Association

By: ______________________________

Title: Senior Coordinator, Exhibition & Sponsorship

Date: ___________________________

EXHIBITOR

_______________________________

By: ______________________________

Title: ______________________________

Date: ___________________________

**Exhibitor Contact.** Exhibitor appoints the following as its authorized contact person (the “Exhibitor Contact”) for all issues related to the booth of the Event. The foregoing Exhibitor Contact shall be available throughout the Event, and Exhibitor represents and warrants to INTA that the Exhibitor Contact has sufficient authority to make any changes to the booth of activities of Exhibitor during the Event and to carry out any instructions or requests of INTA or its staff in a prompt and courteous manner.

Name: ______________________________

Email: ______________________________

Cell Phone: ______________________________
EXHIBITION RULES AND REGULATIONS

These Exhibition Rules and Regulations (the “Exhibition Rules”) are part of the Exhibition Agreement, between INTA and (“Exhibitor”). By signing the Exhibition Agreement, Exhibitor confirms that it has received a copy of the Exhibition Rules and agrees to comply with the Exhibition Rules.

- **Alcoholic Beverages.** Exhibitor may not serve alcohol in their contracted booth space.

- **Agreement to Rules.** The Exhibitor, for itself and its employees, agrees to abide by the INTA Exhibitor Rules set forth in this Agreement or posted on INTA’s web site, and any other rules, policies or regulations of the owner of the Exhibition Facility (collectively, the “Rules”) and by amendments that may be put into effect by INTA, Event venue and its contracted decorating company.

- **Amendment to Rules.** Any matters not specifically covered by the Rules shall be subject solely to the decision of INTA. The Rules may be amended at any time by INTA, and all amendments made shall be binding.

- **Attendance.** INTA shall have sole control over Exhibition Hall admission policies at all times. Admittance to the Exhibition is limited to representatives of exhibiting organizations and registered attendees. No guests or children will be allowed on the Exhibition floor at any time!

- **Automatic Space Release.** If Exhibitor fails to arrive for setup by 9:00 am on the opening day of the Exhibition; INTA will automatically release the space, whether INTA fills the Exhibitor’s booth space or not. No refunds will be given.

- **Booth Representatives.** The Exhibitor’s booth representatives shall be restricted to employees of the exhibiting organization who are registered to attend the Annual Meeting. Booth representatives shall wear “Exhibitor” badge identification, furnished by INTA, at all times.

- **Booth Representatives Admittance during Non-Show Hours.** Exhibitor booth representatives will be permitted to enter the Exhibition one hour before each day of the Exhibition and will be able to remain in the Exhibition one half hour after closing, with the exception of the last day of the Exhibition. Exhibitor that require additional time must check with INTA’s Exhibition Management.

- **Care of Building.** The Exhibitor will be held responsible for any damage done by its employees or representatives to the Event venue. The Exhibitor is liable for any damage caused to building floors, walls or columns, or to standard booth equipment, or to other Exhibitors’ property. The Exhibitor may not apply paint, lacquer, adhesive or other coating to building columns and floors or to standard booth equipment.

- **Contractor Services and Information.** INTA, in the best interest of the Exhibitor, has selected Freeman Decorating Company as the Official Service Contractor for the Event, to provide various services to Exhibitor. Such Contractor will provide all services for the exhibit area including tradesmen carrying bona fide credentials available to set-up and dismantle exhibit booths. Complete information, instructions, and schedules of prices regarding shipping and drayage,
labor for installing and dismantling, electrical work, furniture, telephone, and cleaning, will be in the Exhibitor Kit.

- **Decoration.** INTA shall have full discretion and authority in the placement, arrangement and appearance of all items displayed by the Exhibitor, and may require the replacement, rearrangement or redecorating of any item or of any booth that INTA deems inconsistent with the principal purpose of the Exhibition or inappropriate for any other reason, and no liability shall be attached to INTA for costs that may devolve upon the Exhibitor thereby. Exhibitor building special background or side dividers must make certain that the surfaces of such dividers are finished in such a manner so that they are not unsightly to Exhibitor in adjoining booths. If such surfaces remain unfinished by 9:00 am on the opening day of the Exhibition, INTA shall authorize the official decorator to effect the necessary finishing, and the Exhibitor must pay all charges involved thereby.

  o **Balloons (air or helium) are prohibited.**

- **Demonstration Equipment Placement.** All demonstration equipment, including the operator’s position, must be located at least two feet removed from the aisle line of the exhibit area.

- **Distribution of Printed Materials, Samples, Souvenirs.** The Exhibitor may distribute marketing materials, samples, souvenirs, publications, etc. only from within their contracted booth space. The distribution of any article that interferes with the activities in, or obstructs access to, neighboring booths, or that impedes aisles, is prohibited. Neither Exhibitor nor non-exhibitor shall distribute to meeting attendees printed materials, samples, souvenirs and the like, except from within the contracted booth space.

- **Early Tear Down.** Exhibitor shall not initiate tear-down, packing, or abandon exhibit prior to close of the Exhibition. In the event Exhibitor begins teardown prior to the close of the Exhibition, the Exhibitor will be in non-compliance and will result in the loss of priority point for future Exhibitions and may be refused the right to exhibit at future INTA events.

- **Eligible Exhibits.** INTA has the sole right at any time including during the Event to determine the eligibility of any organization or product for inclusion or continued participation in the Exhibition.

- **Exhibitor Appointed Contractors.** Any company using Exhibitor Appointed Contractor companies must provide INTA with a certificate of insurance, clearly stating who the exhibiting company is. Certificate of insurance is required. Every Exhibitor and Exhibitor Appointed Contractors must comply with applicable labor agreements and practices and must not commit or allow to be committed by persons in its employment any acts that could lead to work stoppage, strikes, or labor problems. In addition, any Exhibitor Appointed Contractors shall be responsible to INTA’s Official Service Contractor as pertains to move-in and move-out scheduling.

- **Exhibition Opportunity.** For the Fee specified in the Exhibitor Application, the Exhibitor will be designated as an Exhibitor of the Event, and shall receive from INTA the Exhibition benefits specified in the Exhibitor Application.

- **Exhibition Restrictions.** INTA reserves the right at any time to prohibit or remove any exhibit, display, device, or part thereof, or prohibit the exhibit, display, device or promotional material that in its opinion is not suitable to or in keeping with the mission of INTA. Furthermore, INTA reserves the right at any time to prohibit or remove any exhibit, display, device or promotional material if the activity of the Exhibitor regardless of location of activities is in INTA’s sole opinion not suitable to or in keeping with the mission of INTA. Exhibitor may not engage in any activity that will interfere with or in INTA’s opinion be reasonably objectionable to other exhibits or that may present INTA or the Event in a false or negative light, whether at the Exhibition Hall or elsewhere during the Event. The Exhibitor agrees not to use hotel or hospitality rooms to exhibit or for
demonstrations or entertaining at hours that conflict with scheduled INTA meetings, INTA events and Exhibition hours.

- **Exhibitors’ Discussions, Costumes, Promotion.** The Exhibitor shall not engage in any activities in the aisle or in booths other than its own. The Exhibitor’s representatives wearing appropriate costumes or carrying banners or signs separately, or as part of their apparel, must remain in their own contracted booth space.

- **Fire Prevention Requirements.** Exhibitor shall conform to all regulations of the local fire department. In addition, all main and cross aisles, corridors, exhibit areas, exit stairways, and other areas will be maintained at their required width at all times the Exhibition is open; no obstructions such as chairs, tables, or displays will be allowed to protrude into aisles. No combustible decoration, such as crepe paper, tissue paper, cardboard, or corrugated paper, shall be used at any time. All packing containers, boxes, excelsior, and wrapping paper are to be removed from the floor and must not be stored under tables or behind displays.

- **Floor Plan.** INTA reserves the right to modify the Exhibition floor plan without notice or obligation for any refund.

- **Food & Beverage.** Exhibitor may not bring food or beverage from the outside. All food and beverage must be ordered from the exclusive catering company of the convention center.
  - All food/beverage samples distributed by the Exhibitor are subject to the approval of the exclusive catering company of the convention center. All food/beverage portions or samples distributed must not exceed two (2) ounces by weight. Exhibitor shall be solely responsible for ensuring that any approved food/beverage samples are in safe condition for consumption and in compliance with all applicable laws and regulations.

- **Genuiness of Goods.**
  - **Provision for non-infringement.** Exhibitor warrants that disclosure and delivery of any information, goods, documents, software and other materials, and use thereof, as contemplated by this Agreement, will not knowingly infringe or violate any proprietary right of any third party, including, without limitation, any copyright, trademark, known patent or trade secret right.
  - **Warranty of genuineness of goods.** If a situation arises which constitutes an infringement, Exhibitor will have the obligation to, at its option: (i) modify the Infringing goods, equipment or software at its own expense, without impairing in any respect the functionality, level of quality of goods or performance, so that it is non-infringing; (ii) replace the goods, system, equipment or software with equally suitable, non-infringing goods, system, equipment or software.
  - **Counterfeit Goods.** Exhibitor shall not use any goods in relation to the activities governed by this Agreement that are “Counterfeit Goods”, defined as Goods or separately-identifiable items or components of Goods that:
    - Are an unauthorized copy or substitute of an Original Equipment Manufacturer or Original Component Manufacturer (collectively, “OEM”) item;
    - Are not traceable to an OEM sufficient to ensure authenticity in OEM design and manufacture:
    - Do not contain proper external or internal materials or components required by the OEM or are not constructed in accordance with OEM design:
    - Have been re-worked, re-marked, re-labeled, repaired, refurbished, or otherwise modified from OEM design but not disclosed as such or are represented as OEM authentic or new
    - Have not passed successfully all OEM required testing, verification, screening, and quality control processes.
Exhibitor shall implement an appropriate strategy to ensure that Goods used in relation to activities governed by this Agreement are not Counterfeit Goods. Seller’s strategy shall include, but is not limited to, the direct procurement of items from OEMs or authorized suppliers, conducting approved testing or inspection to ensure the authenticity of items, and/or, when items are to be procured from non-authorized suppliers, obtaining from such non-authorized suppliers appropriate certificates of conformance.

If Exhibitor becomes aware or suspects that it has used or is using Counterfeit Goods in relation to activities governed by this Agreement, Exhibitor promptly shall notify INTA and replace, at Exhibitor’s expense, such Counterfeit Goods with OEM or INTA-approved Goods that conform to the requirements of this Agreement. In addition, Exhibitor shall be liable for all costs incurred by INTA related to the Exhibitor’s use of Counterfeit Goods. The remedies contained in this article are in addition to any remedies INTA may have at law, equity, or under other provisions of this contract. Exhibitor bears responsibility for procuring authentic Goods or items from its subcontractors and shall ensure that all such subcontractors comply with the requirements of this article.

- **Installation – Showing – Dismantling.** Hours and dates for installation, showing, and dismantling shall be those specified by INTA. The Exhibitor shall be liable for all storage and handling charges resulting from failure to remove exhibit material from the Exhibition before conclusion of the dismantling period specified by INTA.

- **Lotteries, Contests.** The operation of games of chance or lottery devices, or the actual or simulated pursuit of any recreational pastime, is permitted only as allowed by the laws of the jurisdiction in which the Event is being held and upon written approval from INTA. In the event INTA approves any such lotteries, contests, Exhibitor understands and acknowledges that Exhibitor will remain solely responsible for compliance with any or all rules and regulations governing such lotteries, contests.

- **Noise and Odors.** No noisy or obstructive work will be permitted during open hours of the Exhibition, nor will noisily operating displays, nor exhibits producing objectionable odors, be allowed.

- **Non-Endorsement.** The exhibiting of services, products or equipment at any INTA event or program does not constitute an endorsement or approval by INTA of such services, products or equipment. The Exhibitor is not permitted to represent in any manner or at any time that such services, products or equipment have been endorsed or approved of by INTA.

- **Obstruction of Aisles or Booths.** Any demonstration or activity that results in excessive obstruction of aisles or prevents ready access to nearby Exhibitors’ booths shall be suspended for any periods specified by INTA.

- **Photographs.** Exhibitor shall take no photographs of other Exhibitors’ booths without prior consent of the Exhibitor involved.

- **Presentations Sound Amplifying, Reproducing Equipment.** The use of sound systems is permissible, provided that they are not audible more than three feet into the aisle or into neighboring booths, and that the sound is directed exclusively into the Exhibitor’s booth. INTA shall have absolute control over this regulation, the intent of which is to ensure that sound systems shall not be audibly objectionable to neighboring Exhibitor. Sound amplification may be used by an Exhibitor only for the dissemination of information to the meeting’s audience that directly relates to products and/or services of the particular company displaying such products and/or services at the Event. Any presentation that interferes with the activities in, or obstructs access to, neighboring booths, or that impedes aisles, is prohibited.
• **Regulations Governing Displays.**
  
  o All exhibits are subject to an on-site inspection; if Exhibitor’s exhibit, product, or any part of the exhibit display has to be repositioned, or if masking drape or carpet has to be ordered, any and all costs incurred will be at the Exhibitor’s expense.

  o Any portion of an exhibit that obstructs the view, interferes with the privileges of other Exhibitor, extends beyond the designated booth space or for any reason becomes objectionable at the discretion of INTA, must be immediately modified or removed by the Exhibitor and/or INTA. Unsightly back walls visible from the side on corner booths must be covered or draped, or such will be draped by INTA and billed to the Exhibitor.

  o Exhibitor will be responsible for providing floor covering (e.g. carpet, wood) for their contracted booth space.

  o Hanging signs or banners used as company identification are prohibited for inline booths. Exhibitor may only hang a sign or banner in an island booth space.

  o Exhibitor are not allowed to set up their own wireless internet equipment.

• **Regulations relating to maximum allowable heights of back wall.**
  
  o **Standard In-Line Booth**: No exhibits may exceed the 8’ back wall height from the back wall to 5’ forward. No solid exhibit construction will be permitted to exceed 3’ in height in the front 5’ of the booth. Booth construction must not impede the line of site to neighboring booths.

    The back of exhibit side walls (the side which will face the Exhibitor’s neighbor) must be finished; the back of exhibit back wall must also be finished if exposed from behind or from the side. Exposed and unfinished exhibit displays will be masked at the Exhibitor’s expense.

    Set-Back: All display fixtures over 4’0” (1.22m) in height and placed within 10 linear feet (3.05m) of an adjoining exhibit must be confined to the **rear five feet** of the exhibit space to avoid blocking the neighbor’s visibility.

  o **Island Booth**: All island booths must submit a rendering of their booth design to be approved by INTA prior to the Exhibition. Island exhibit structures will be permitted to a maximum height of 10’-16’ (including signs and/or company name and logo). Height variances may varied depending on location of booth and subject to show management approval.

• **Rejected Displays.** The Exhibitor agrees that its exhibit shall be admitted and shall remain from day to day solely in strict compliance with the rules herein stated. INTA reserves the right to reject, eject or prohibit any exhibit in whole or in part, with or without giving good cause. If cause is not given, liability shall not exceed the return to the Exhibitor of the amount of rental unearned at the time of ejection. If an exhibit of the Exhibitor is ejected for violation of these rules or for other stated reasons, no return shall be made.

• **Safety Devices.** The Exhibitor agrees to accept full responsibility for compliance with national, state and city regulations in the provision and maintenance of adequate safety devices and conditions for the operation of machinery and equipment.

• **Security.** The Exhibitor must take all steps it deems advisable to protect and insure its employees, exhibit, equipment and property from injury, loss or damage during the entire term covered by this contract. The Exhibitor expressly releases INTA, the event venue and their officers, directors, members, employees and agents from any and all claims for such injury, loss or damage. INTA will engage a security service during the inclusive move-in period, operational
hours and move-out period of the Exhibition. However, the furnishing of such service will not increase the liability of INTA, the event venue, their officers, directors, members, employees or agents. Exhibitor may elect to hire additional security services for its property, at its own expense, through the official General Services Contractor for the Exhibition.

- **Selling.** Selling is allowed on the Exhibition floor; however, Exhibitor are required by the laws of the jurisdiction in which the Event is being held to be solely responsible for the collection and remittance of any sales or other taxes imposed on them.

- **Signs, Illumination.** Education, communication and resource information signs only will be allowed in exhibit booths. Electric flashers or signs involving the use of neon or similar gases are prohibited. Should the wording on any sign or area in an Exhibitor’s booth be deemed by INTA to be contrary in any way to the best interest of the Exhibition, the Exhibitor shall make such changes or remove signs as requested by INTA. INTA’s decision will be final in such matters.

- **Staffing of Exhibits.** All exhibits must be continuously staffed each day of the Exhibition during those hours when the Exhibition is open to attendees. There will be no exceptions.

- **Sub-Leasing.** The Exhibitor may not sublet its space, nor any part thereof, nor exhibit, offer for sale, give as a premium, or advertise articles not manufactured or sold in its own name, except if such articles are required for the proper demonstration or operation of the Exhibitor’s display, in which case identification of such articles shall be limited to the regular nameplate or other identification that in standard practice appears normally on them. Rulings of INTA shall in all instances be final with regard to use of any exhibit space.

- **Trademark Usage.** Exhibitor agrees and acknowledges that the use of INTA trademarks by Exhibitor, in connection with the Event, in associated marketing materials and activities, or in any other way, is strictly prohibited, unless permission for use is provided to Exhibitor in writing by INTA.
SHOW INFORMATION

BOOTH EQUIPMENT
Each 10’ x 10’ booth will be set with 8’ high gray and white back drape and 3’ high gray side dividers. Booths 300 sqft or less will receive a one-line identification sign. Booths larger than 300 sqft may receive a one-line identification sign upon request.

EXHIBIT HALL CARPET
The exhibit area is not carpeted; however, all booths are required to have carpet or Show Management approved flooring.

The aisles will be carpeted per the following:

- Zone 1 - Red
- Zone 2 - Blue
- Zone 3 - Green
- Zone 4 - Plum

DISCOUNT PRICE DEADLINE DATE
To take advantage of advance order discount rates, place your order by APRIL 27, 2018.

SHOW SCHEDULE

EXHIBITOR MOVE-IN: For more information and helpful hints on preshow procedures and move-in, please go to Pre-Show FAQ.

<table>
<thead>
<tr>
<th>Day</th>
<th>Date</th>
<th>Time</th>
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<tbody>
<tr>
<td>Friday</td>
<td>May 18</td>
<td>8:00 a.m. - 5:00 p.m.</td>
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<tr>
<td>Saturday</td>
<td>May 19</td>
<td>8:00 a.m. - 5:00 p.m.</td>
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All labor and inbound material handling services performed after 4:30 p.m. on Friday, May 18 and all day Saturday, May 19 will have overtime charges applied.

EXHIBIT HOURS

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<thead>
<tr>
<th>Day</th>
<th>Date</th>
<th>Time</th>
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<tbody>
<tr>
<td>Sunday</td>
<td>May 20</td>
<td>10:00 a.m. - 4:00 p.m.</td>
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<tr>
<td>Monday</td>
<td>May 21</td>
<td>10:00 a.m. - 5:00 p.m.</td>
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<tr>
<td>Tuesday</td>
<td>May 22</td>
<td>10:00 a.m. - 5:00 p.m.</td>
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<tr>
<td>Wednesday</td>
<td>May 23</td>
<td>10:00 a.m. - 2:00 p.m.</td>
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EXHIBITOR MOVE-OUT: For more information and helpful hints on postshow procedures and move-out, please go to Post-Show FAQ.

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<thead>
<tr>
<th>Day</th>
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<tbody>
<tr>
<td>Wednesday</td>
<td>May 23</td>
<td>2:00 p.m. - 6:00 p.m.</td>
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<tr>
<td>Thursday</td>
<td>May 24</td>
<td>8:00 a.m. - 12:00 p.m.</td>
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All labor and outbound material handling services performed after 4:30 p.m. on Wednesday, May 23 will have overtime charges applied.

DISMANTLE AND MOVE-OUT INFORMATION

- Freeman will begin returning empty containers after the aisle carpet has been removed.
- All exhibitor materials must be removed from the exhibit facility by 12:00 p.m. on Thursday, May 24.
- Any materials remaining in the facility will be re-routed via Freeman’s choice or returned to warehouse to await disposition at exhibitor’s expense.
- To ensure all exhibitor materials are removed from the exhibit facility by the Exhibitor move-out deadline, please have all carriers check-in by 9:00 a.m on Thursday, May 24.
SERVICE CONTRACTOR CONTACTS/INFORMATION:

FREEMAN
850 Spice Island Drive
Sparks, NV 89431
Ph: (775) 355-4600 Fax: (469) 621-5617
FreemanRenoES@freeman.com

FREEMAN EXHIBIT TRANSPORTATION
Ph: (800) 995-3579 Fax: (469) 621-5810

FREEMAN ONLINE®
Take advantage of discount pricing by ordering online at www.freeman.com by APRIL 27, 2018
Using the enhanced Freeman Online, you will enjoy easy access to added features and functions as well as the high caliber of Freeman services you’ve come to expect — before, during and after your show. Additionally, you can now access FreemanOnline from any device — desktop, laptop, tablet or via our new Freeman Online Mobile App.

To place online orders, you will be required to enter your unique Username and Password. If this is your first time to use Freeman Online, click on the “Create an Account” link. To access Freeman Online without using the email link, visit www.freeman.com. You can also download and use the FOL Mobile App from the Apple or Android store, or here: folmobile.freeman.com. A mobile web version of the Freeman Online Mobile App is available to extend mobile use for those users that do not have an Apple or Android device or who do not want to download the app.

If you need assistance with Freeman Online, please call our Customer Support Center at (888) 508-5054 Toll Free US and Canada or +1(512) 982-4186 Local and International.

SHIPPING INFORMATION

Warehouse shipping address:
INTA 140th Annual Meeting
Exhibiting Company Name
Booth #
C/O FREEMAN / KGM MOTORCYCLE TRANSPORT
18770 80th Pl., S
Kent, WA 98032

Freeman will accept crated, boxed or skidded materials beginning APRIL 18, 2018 at the above address. Materials arriving after MAY 10, 2018 will be received at the warehouse with an additional after deadline charge. Warehouse freight will be delivered prior to exhibitor set up. If warehouse freight has to be moved in on a weekend in order to be in the exhibitors booth for move-in day, an overtime charge may apply.

Show Site shipping address:
INTA 140th Annual Meeting
Exhibiting Company Name
Booth #
Washington State Convention Center
C/O FREEMAN
800 Convention Pl.
Seattle, WA 98101

Freeman will receive shipments at the exhibit facility beginning MAY 18, 2018. Shipments arriving before this date will be refused by the facility. Any charges incurred for freight accepted by the facility will be the responsibility of the exhibitor.

Please note: All items and materials that must be brought into the facility will 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.

Please be aware that disposal of exhibit properties is not included as part of your material handling charges. Please contact Freeman for your quoted rates and rules applicable to disposal of your exhibit properties.

Please Note: Overtime rates will apply on all shipments, inbound/outbound, from 4:30 p.m. to 8:00 a.m., Monday - Friday; ALL DAY on Saturdays, Sundays and Holidays.
Our Exhibitor Services Department will gladly prepare your outbound Material Handling Agreement and Labels in advance. Complete the Outbound Material Handling section on the order form and your paperwork will be available at show site. Be sure your carrier knows the company name and booth number when making arrangements for pick-up of your exhibit at the close of the show.

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

ASSISTANCE
We want you to have a successful show. If we can be of assistance, please call our Exhibitor Services Department at 775-355-4600.

WE APPRECIATE YOUR BUSINESS.
FREEMAN GENERAL INFORMATION

TRANSLATION SERVICE
Freeman is pleased to offer a new service for our international exhibitors that provides quick interpretation and translation in 150 languages. This service will not only interpret for us on a three-way conversation, but also translate emails from customers. To access this service you may contact Freeman Reno Exhibitor Services at (775) 355-4600 or Freeman's Customer Support Center at (888) 508-5054 US & Canada or +1(512) 982-4186 Local & International.

HELPFUL HINTS

SAVE MONEY
To take advantage of advance order discount rates, place your order by APRIL 27, 2018.

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

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

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

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

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

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

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

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

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

EXHIBITOR ASSISTANCE
For more information and helpful hints on preshow procedures and move-in, please go to Pre-Show FAQ

For more information and helpful hints on postshow procedures and move-out, please go to Post-Show FAQ

Call Freeman's Exhibitor Services department at 775-355-4600 with any questions or needs you may have.
Freeman actively engages in green practices within day-to-day operations and is committed to producing events in the most environmentally friendly way possible. Freeman has collaborated with a number of customers to make their events greener and is dedicated to broadening this effort.

Green Tips for Exhibitors
Interested in going Green and saving money with your exhibit booth? Follow these tips to assist you in making your sustainable booth strategies at least cost-neutral, and possibly cost-saving!

**Supplies and Ordering**
- Order exhibit supplies early and utilize online ordering systems to eliminate paper waste.
- Consider renting a booth from Freeman or buying materials locally, preventing shipping cost and lowering emissions.
- Rent Freeman Classic Carpet which contains recycled content and is also recyclable.
- Provide giveaways made of recycled, responsibly grown natural fiber, nontoxic and biodegradable materials. Ensure giveaways are useful, not merely promotional in nature. Electronic Giveaways are smart and trendy, like a USB storage drive with your content already loaded.

**Printing, Recycling and Waste Management**
- Encourage less printing and provide more information digitally when it comes to booth literature, fulfilling requests via email and website referrals.
- If you need to print, use a local printer in the city where the show will be held and choose paper that contains at least 50% post-consumer recycled content.
- Ask Freeman about new paper-based signage materials that are comparably priced to plastic. There are good alternatives to foam core and PVC which are not as easily recyclable.
- Participate in the exhibit donation program by providing materials that are eligible for donation to local charities, such as pens, bags and notepads.

**Shipping and Transportation**
- If you must ship materials, planning out your booth in a timely way to meet shipping deadlines can also help maximize consolidation and cost-savings.
- Choose a SmartWay™-certified hauler at no additional cost to ensure your transportation company is practicing sustainable shipping.
- Set a goal to leave no trace behind by shipping out all booth properties and packing materials and donating extra giveaways thereby minimizing any waste for the show.
- If you are attending another trade show that many of your fellow exhibitors are also participating in, ask your General Service Contractor or Show Management to set up a caravan service to save on fuel emissions—and cost of transportation.

**Personnel and Best Practices**
- Take advantage of local or regional representatives to staff your booth, rather than bringing staff from far away offices, reducing travel cost.
- Bring Green as part of your company message providing recycling bins in your booth and information on what you have done to exhibit in a sustainable way.

These steps can help as we all strive to make smarter and more environmentally sound decisions. For more information on the Freeman Sustainability Initiative, contact goinggreen@freemanco.com.
Notice of Intent to Use Exhibitor Appointed Contractors Form

• Please complete this form if your company plans to utilize the services of any independent contractors other than Freeman, the official general service contractor designated by INTA.

• For multiple contractors, duplicate this form as necessary.

• Inform all independent contractors that they must furnish to Ken King (kking@inta.org), a current Certificate of Insurance no later than (Monday, April 2, 2018.) or they will not be permitted to service your exhibit. Exhibitors shall obtain general liability, property damage and fire insurance of not less than $1,000,000 combined single limits at the exhibitor’s own cost and expense. International Trademark Association (INTA), Freeman Decorating Services and Washington State Convention Center must be named as coinsured with limits of liability of at least $1,000,000 combined single limits, including bodily injury, property damage, fire and theft.

• Ensure that each exhibitor appointed contractor clearly indicates their company name on the Certificate of Insurance.

• Certificates may be faxed to 212-768-7796 or email to kking@inta.org

• It is the responsibility of the exhibiting company to ensure that each independent contractor adheres to all official rules and regulations of the Meeting as set forth by INTA.

Exhibiting Company Name: ____________________________ Booth Number: ________
Submitted by: ______________________________________ Date: ______________
Phone: __________________ Fax: __________________ Email: __________________
Exhibitor Appointed Contractor Name: ______________________________
Address of Contractor: _____________________________________________
City: _____________________________ State: ________ Zip: ____________
EAC Supervisor Onsite: _____________________________________________
Phone: __________________ Fax: __________________ E-mail: __________________
Type of service to be performed: ______________________________________

Fax or email completed forms to 212-768-7796 or kking@inta.org, or Ken King, INTA, 655 3rd Avenue 10th Fl, New York, NY 10017
GENERAL FIRE SAFETY GUIDELINES FOR WSCC

Any vertical decorative material added to approved decorator pipe and drape must be accompanied with a flame certificate which shall be readily available on site. The flame certificate must indicate that the decorative material for which it is intended meets one of the following three criteria – NFPA 701, California State Fire Marshal approved, or CPAI 84.

All decorations, drapes, signs, banners, plastic displays, hay, split bamboo, combustibles, etc. **must be flame-retardant.** Table coverings with overhang greater than 6" must also be flame-retardant. Items that require treatment with a flame-retardant product will be subject to a flame test prior to or during show hours. Wood panels greater than 1/4" original thickness are considered flame-resistant.

The use of oilcloth, tarpaper, sisal paper, nylon, Orlon, and certain synthetic materials cannot be made flame resistant, and **their use is strictly prohibited.**

Special Effects permits are required for indoor fireworks, etc. Each of these effects will be subject to extensive review and will be handled on a case-by-case basis. Permits are not required to use smoke machines or lasers. Smoke machine usage must be communicated to the Fire Marshal and Event Coordinator in case it becomes necessary to authorize deactivation of smoke sensors.

Displayed vehicles must be indicated on submitted floor plans and are subject to the following restrictions:

- Fuel in tanks is limited to a maximum of ¼ tank or five (5) gallons. Diesel fuel tanks are limited to a maximum of ¼ tank. **Vehicles with no or non-functioning fuel gauges will not be allowed in public assembly areas without prior approval by the Fire Marshal.**
  - Battery cables must be disconnected, with the cable ends taped over to prevent sparking.
  - Fuel tank fill caps must either be lockable or taped shut.
  - Visqueen should protect the flooring.

Deep fat fryers can be used under the following conditions without prior approval or permit:

- Maximum capacity 1 gallon.
- Fire extinguisher readily available in the booth with a minimum UL rating of [Class "K"].
- A metal cover capable of covering the deep fat fryer shall be readily available in the booth.

**NOTE:** Deep fat fryers with a capacity of more than 1 gallon require advance approval from the Fire Marshal.

Candles may only be used in public assembly areas if done under permit for Open Flame, and only within an approved container (specific conditions apply). Sterno does not require a permit.

LPG (Propane) and CNG (Compressed Natural Gas) are prohibited in the WSCC. Exception: 8 oz. butane canisters, which are used in conjunction with tabletop burners. Each exhibit booth is limited to one 8-oz. canister. If additional canisters are needed, they must be stored outside the building in an area that is acceptable to the Fire Department and the WSCTC.

Combustible storage is not allowed on the event floor. Combustible storage is specifically prohibited in dead areas, behind booth drapes or in unsold areas. Empty cardboard boxes intended for repackaging must be removed from the event floor. Booth storage of literature/brochures is limited to full boxes that can be easily stored under tables in the booth.

Helium, Nitrogen, Oxygen and Nitrous oxide tanks are allowed on the event floor with prior approval by the Fire Marshal. Tanks must be properly labeled for contents and firmly secured in the upright position, with valves protected against damage. Nitrous oxide and Oxygen tanks over 250 cubic feet are prohibited. Oxidizing gases (Oxygen or Nitrous oxide) in amounts in excess of 503 cubic feet may only be used in public assembly areas under permit for Hazardous Materials.
**NAME OF SHOW:**  INTA 140th Annual Meeting / May 19 - 23, 2018

**COMPANY NAME:**

**BOOTH #:**

**ADDRESS:**

**BOOTH SIZE :**

**CITY/STATE/ZIP:**

**PHONE:**

**EXT.**

**FAX #:**

**SIGNATURE:**

**PRINT NAME:**

**CONTACT’S E-MAIL:**

**E-MAIL FOR INVOICE:**

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.

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### METHOD OF PAYMENT

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

- **COMPANY CHECK**
  - Please make check payable to: Freeman
  - Checks must be in U.S. funds drawn on a U.S. or Canadian bank. (“U.S. FUNDS” MUST BE PRE-PRINTED on Canadian checks.)
  - Please reference (422221) on your remittance.

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

  - **ACCOUNT NO.:**
  - **EXP. DATE:**

  - **CARDHOLDER NAME (PRINT):**

  - **SIGNATURE:**

  - **CARDHOLDER BILLING ADDRESS:**

  - **CITY/STATE/ZIP:**

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- **DISCOUNT PRICE**

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Please reference **Name of Show & Booth Number** so we can properly credit your account.

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

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**FREEMAN**

850 Spice Island Dr
Sparks, NV 89431
(775) 355-4600   Fax: (469) 621-5617

**DISCOUNT PRICE DEADLINE DATE**

**APRIL 27, 2018**

INCLUDE THIS FORM WITH YOUR ORDER PLEASE USE BLACK INK

| 07/17 (422221) |
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.”

**EXHIBITOR NAME:** (PLEASE PRINT)

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**EXHIBITING COMPANY INFORMATION**

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**CONTACT’S E-MAIL:**

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

- [ ] ALL FREEMAN SERVICES
- [ ] I&D LABOR/SUPERVISION
- [ ] MATERIAL HANDLING/IN & OUT
- [ ] FREEMAN EXHIBIT TRANSPORTATION
- [ ] RENTAL FURNITURE/CARPET/SIGNS
- [ ] BOOTH CLEANING
- [ ] OTHER

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

**THIRD PARTY CREDIT/DEBIT CARD AUTHORIZATION**

- [ ] AMERICAN EXPRESS
- [ ] MASTERCARD
- [ ] VISA  *We do not accept credit card information via email.*

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01/17 (422221)
PAYMENT & LABOR

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

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

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

DEFINITIONS

For purposes of this Contract, "FREEMAN" or "The Freeman Companies" means Freeman Expositions, Inc., Freeman Exhibitions, Ltd., Freeman Audio Visual, Freeman Exhibit, Freeman Transportation, Hoffend Xposition, Stage Rigging, Inc., Kerry Technical Services, TFC, Inc., Freeman Electrical Services, and their respective employees, directors, officers, agents, affiliates, 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 FREEMAN 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 FREEMAN is rebutting these charges to its customers. For International EXHIBITORS, FREEMAN requires 100% prepayment of advance orders, and all 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 36 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 estimate of charges and the actual charges incurred for material handling, labor time & materials, utility services or equipment usage, or for any charges that FREEMAN may be obligated to pay on behalf of EXHIBITOR, including without limitation, any shipping charges. If EXHIBITOR provides a credit card for payment and charges are rejected by the EXHIBITOR'S credit card company for any reason, FREEMAN hereby provides notice that it reserves the right, and EXHIBITOR authorizes FREEMAN, to continue to attempt to secure payment through that credit card for as long as unpaid balances remain on the EXHIBITOR'S account. In the event that a THIRD PARTY orders on behalf of the EXHIBITOR and the named THIRD PARTY does not discharge payment of the invoice prior to the last day of the show, charges will revert back to the EXHIBITOR. All invoices are due and payable upon receipt, by either party.

ELECTRICAL

Claims will not be considered, or adjustments made unless filed in writing, by Exhibitor, prior to the close of the event. Freeman is not responsible for any damage or loss caused by the loss of power beyond its control and Exhibitor agrees to hold Freeman, its officers, directors, employees and agents harmless from such power loss. IN NO EVENT SHALL FREEMAN BE LIABLE FOR ANY INDIRECT OR CONSEQUENTIAL DAMAGES (INCLUDING WITHOUT LIMITATION LOST PROFITS) EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, WHETHER UNDER THEORY OF CONTRACT, TORT (INCLUDING NEGLIGENCE), PRODUCTS LIABILITY OR OTHERWISE. Exhibitor shall indemnify and hold harmless Freeman, its officers, directors, employees, and agents from and against any and all claims, liabilities, damages, fines, penalties or costs of whatsoever nature (including reasonable attorneys’ fees) arising out of or in any way connected with Exhibitor’s actions or omissions under this Agreement.

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

IMPORTANT

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

YOU ARE ENTERING A BINDING CONTRACT WHICH LIMITS YOUR POSSIBLE RECOVERY IN CASE OF LOSS OR DAMAGE. Acceptance of said terms and conditions will be conditional only if all of the following conditions are met: This Material Handling Agreement applies to Exhibitor’s materials delivered to Freeman’s warehouse or to an event site for which Freeman is the Official Show Contractor, or an order for labor and/or rental equipment is placed by Exhibitor with Freeman. Please be aware that disposal of exhibit properties is not included as part of your material handling charges. Please contact Freeman for your quoted rates and rules applicable to disposal of your exhibit properties.

1. DEFINITIONS. For purposes of this Contract, Freeman means Freeman Expositions, Inc., and its employees, directors, officers, agents, assigns, affiliated companies, and related entities. In no event shall Freeman be deemed to be the Ultimate Consignee for shipping and custom purposes. The term “Exhibitor” means the Exhibitor, its employees, agents, and representatives.

2. PACKAGING/CRATES AND STORAGE. Freeman shall not be responsible for damage to loose or uncrated materials, pad wrapped or shrink-wrapped materials, glass breakage, concealed damage, carpets in bags or poly, or improperly packed or labeled materials. Freeman shall not be responsible for crates and packaging which are unsuitable for handling, in poor condition, or have prior damage. Crates and packaging should be of a design to adequately protect contents for handling by forkift and similar means. Freeman does not accept any crates or packaging is not taring by Exhibitor or any mail or other charges including business center charges arising from delivery or pickup of Freeman’s materials. Freeman recommends the securing of security services from Facility or Show and shall have the authority to change the Exhibitor’s designation for which Freeman has disclaimed liability pursuant to 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 carrier selected, however. Freeman does not accept any claims for loss or damage to crates or other containers for errors in delivery or return of Exhibitor’s materials. Freeman will use commercially reasonable efforts to transmit the Declared Value instructions to the carrier selected but is not responsible for transmission errors.

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

11. INDEMNIFICATION. Exhibitor agrees to indemnify and forever hold harmless Freeman from and against any and all 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 or reckless act or neglect, willful misconduct, or deliberate act of Exhibitor’s employees, agents, representatives, customers, invitees and/or any Exhibitor Appointed Contractors (EAC) at the show or event to which this Contract relates, including but not limited to Exhibitor’s violation of Federal, State, County or Local ordinance and/or Exhibitor’s violation of Show Regulations and/or Rules as published and set forth by Facility and/or Show Management.

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

13. WAIVER & RELEASE. Exhibitor, as a material part of the consideration for Freeman for material handling services, waives and releases all claims against Freeman with respect to all matters for which Freeman has disclosed 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 ASSUMES 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 A DRIVER OR OPERATING A TRUCK 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.
c) If Freeman does not receive disposition instructions within 48 hours of the time of Freeman's discovery of damage, the amount of the damage shall be prima facie evidence that the shipment was delivered in good condition. The amount of the claim may not be deducted from the transportation charges. Notice of loss or damage MUST be reported to Freeman at 800-995-3579. The shipment, its container(s), and packing material must be made available to Freeman for inspection at the delivery location. All shipments are subject to opening for inspection by Freeman; however, Freeman will not be obligated to inspect such shipments. All claims for loss or damage must be made in writing to Freeman within thirty (30) days after the invoice date. If no claim is filed with Freeman within the prescribed period, Freeman will be released from all liability with respect to such claims.

8. CLAIMS:

(a) Shipper must pay in full for the services rendered under this Contract at the time the services are requested. The shipment, its container(s), and packing material must be made available to Freeman for inspection at the delivery location. All shipments are subject to opening for inspection by Freeman; however, Freeman will not be obligated to inspect such shipments. All claims for loss or damage must be made in writing to Freeman within thirty (30) days after the invoice date. If no claim is filed with Freeman within the prescribed period, Freeman will be released from all liability with respect to such claims.

(b) Shipper understands and acknowledges that Freeman does not accept or transport illegal, dangerous or hazardous materials, including but not limited to explosives, flammable, or toxic substances. Freeman reserves the right to refuse transportation of any and all hazardous materials. Shipper will indemnify and hold Freeman harmless from any and all claims, loss, expense or damages, except for Freeman's sole negligence, for injuries or destruction of property, or personal injury or death to persons, caused by services rendered under this Contract. Freeman makes no warranties, express or implied, and expressly disclaims any and all warranties.

(c) even though Freeman may have been advised or be on notice of the possibility or even the probability of such events or causes of loss, delay, misdelivery, incomplete or otherwise inadequate delivery or damage to the shipment by the SharePoint Service Request and Logsheet Instructions Contract, Freeman shall not be liable for any loss, damage, or delays in transit caused by the SharePoint Service Request and Logsheet Instructions Contract.

9. CHOICE OF FORUM:

(a) The reigning court shall be located in Dallas County, Texas and the parties agree that any proceeding shall be brought in such court. If any party shall bring any proceeding against any other party, then the prevailing party shall be entitled to collect its reasonable attorneys' fees and investigative costs on a reasonable basis.

(b) If any matter is subject to arbitration, the prevailing party shall be entitled to recover its reasonable attorneys' fees and investigative costs on a reasonable basis.

10. MISCELLANEOUS:

(b) Shipper understands and acknowledges that Freeman does not accept or transport illegal, dangerous or hazardous materials, including but not limited to explosives, flammable, or toxic substances. Freeman reserves the right to refuse transportation of any and all hazardous materials. Shipper will indemnify and hold Freeman harmless from any and all claims, loss, expense or damages, except for Freeman's sole negligence, for injuries or destruction of property, or personal injury or death to persons, caused by services rendered under this Contract. Freeman makes no warranties, express or implied, and expressly disclaims any and all warranties.

(c) even though Freeman may have been advised or be on notice of the possibility or even the probability of such events or causes of loss, delay, misdelivery, incomplete or otherwise inadequate delivery or damage to the shipment by the SharePoint Service Request and Logsheet Instructions Contract, Freeman shall not be liable for any loss, damage, or delays in transit caused by the SharePoint Service Request and Logsheet Instructions Contract.

(d) and other inherently fragile or unique items, including prototypes.

Freeman reserves the right to improve packaging at shipper's expense.

(e) When perishable goods cannot be delivered and disposition is not given within a reasonable time, Freeman may dispose of property to the best advantage. Where Freeman is directed by Consignor to unload or deliver property at a particular location where Consignor, Consignee, or the Agent of Freeman may dispose of property to the best advantage. Where Freeman is directed by Consignee or the Agent of Freeman to unload or deliver property at a particular location where Consignee may dispose of property to the best advantage.

(f) Storage charges, based on Freeman's applicable rates, shall start no sooner than the next business day following the attempted notification. Storage may be, at Freeman's option, in any location that may be necessary for the safekeeping of the property. Freeman may place the shipment in public storage at the owner's expense and without liability to Freeman.

(g) If Freeman does not receive disposition instructions within 48 hours of the time of Freeman's attempted first notification, Freeman will seize and store the cargo for a period of twenty (20) days without liability. Such notice shall advise that if Freeman does not receive disposition instructions within ten (10) days of that notification, Freeman may offer the shipment for sale. Notice of loss or damage MUST be reported to Freeman at 800-995-3579. The shipment, its container(s), and packing material must be made available to Freeman for inspection at the delivery location. All shipments are subject to opening for inspection by Freeman; however, Freeman will not be obligated to inspect such shipments. All claims for loss or damage must be made in writing to Freeman within thirty (30) days after the invoice date. If no claim is filed with Freeman within the prescribed period, Freeman will be released from all liability with respect to such claims.

(h) Where appropriate, Freeman will charge the cost of disposition to the Shipper. Shipper must notify Freeman of any exceptions to these maximums. Shipper understands that even if Shipper is not able to participate or fully participate in a legal proceeding, Freeman will not be liable for any loss, except for Freeman's sole negligence, for injuries or destruction of property, or personal injury or death to persons, caused by services rendered under this Contract. Freeman makes no warranties, express or implied, and expressly disclaims any and all warranties.

(i) In addition, in excess of the maximums allowed herein is null and void, and the acceptance by Freeman for carriage of any shipment with a declared value in excess of the allowed maximums does not constitute a waiver of these maximums. Shipper understands that even if Shipper is not able to participate or fully participate in a legal proceeding, Freeman will not be liable for any loss, except for Freeman's sole negligence, for injuries or destruction of property, or personal injury or death to persons, caused by services rendered under this Contract. Freeman makes no warranties, express or implied, and expressly disclaims any and all warranties.

(j) Except for Freeman's failure to deliver in accordance with the Guaranteed Service section of the Service Guide, Freeman will not be liable for misdelivery, incomplete or otherwise inadequate delivery (including but not limited to misdelivery, incomplete or otherwise inadequate delivery), loss or damage unless caused by Freeman's sole negligence, for injuries or destruction of property, or personal injury or death to persons, caused by services rendered under this Contract.
MOTOR CARGO

MOTOR CARGO SERVICE REQUEST AND SHIPPING INSTRUCTIONS CONTRACT

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

Package includes:
• Round trip standard ground transportation AND material handling services
• No additional fees, no surprises
• Pick-up and transportation from point of origin to either advance warehouse or show site – your choice.
• Pre-printed shipping labels & outbound paperwork

Benefits:
• Turnkey pricing ensures precise budgeting
• No additional handling, pick-up or delivery fees
• No additional fuel surcharges or overtime surcharges
• No carrier waiting time fees
• Experienced on-site transportation reps from move-in through move-out
• All charges on your Freeman invoice
• LTL (less than truck load) shipping

To take advantage, call 1-800-995-3579 or email exhibit.transportation@freemanco.com for a quote.

*Services apply to destinations anywhere in the Continental U.S.
TIPS FOR EASY ORDERING

- Credit card information must be on file prior to pick up, as charges will be included on your show services invoice.
- International Exhibitors remember - Shipments originating from countries other than the US must be cleared through customs. Please call for additional information:
  (800) 995-3579 Toll Free US & Canada
  (817) 607-5183 Local & International

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

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

SHIPPING INFORMATION

<table>
<thead>
<tr>
<th>Items to be shipped</th>
<th>Est. Weight</th>
</tr>
</thead>
<tbody>
<tr>
<td>--- Crates (wooden)</td>
<td></td>
</tr>
<tr>
<td>--- Cartons (cardboard)</td>
<td></td>
</tr>
<tr>
<td>--- Cases/Trunks (fiber) (color _______ )</td>
<td></td>
</tr>
<tr>
<td>--- Skids/Pallets</td>
<td></td>
</tr>
<tr>
<td>--- Carpet (color ____________________ )</td>
<td></td>
</tr>
<tr>
<td>--- Other ( ___________________________)</td>
<td></td>
</tr>
<tr>
<td>--- Total</td>
<td></td>
</tr>
</tbody>
</table>

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:

☐ I will be shipping to the WAREHOUSE

FREEMAN / Exhibiting Company Name / Booth #
INTA 140th Annual Meeting
C/O: FREEMAN / KGM MOTORCYCLE TRANSPORT
18770 80TH PLACE S
KENT, WA 98032
MUST BE DELIVERED BY MAY 10, 2018

☐ I will be shipping to SHOW SITE

FREEMAN / Exhibiting Company Name / Booth #
INTA 140th Annual Meeting
C/O: FREEMAN
WASHINGTON STATE CONVENTION CENTER
800 CONVENTION PL
SEATTLE, WA 98101
CANNOT BE DELIVERED BEFORE MAY 18, 2018

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

FAX THIS COMPLETED FORM VIA:
E-mail: exhibit.transportation@freeman.com
or
Fax: (469) 621-5810

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

SHOW # 422221
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 the Quick Facts.
- To ensure timely arrival of your materials at show site, freight should arrive by the deadline date listed on the Quick Facts. Your freight will still be received after the deadline date, but additional charges will be incurred.
- The warehouse will receive shipments Monday through Friday, except holidays. Refer to the Quick Facts for warehouse hours. No appointment is necessary.
- The warehouse will accept crates, cartons, skids, trunks/cases and carpets/pads. 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.
- Shipments received without receipts or freight bills, such as Federal Express and UPS, will be delivered to the booth without guarantee of piece count or condition.
- Certified weight tickets must accompany all shipments.
- Warehouse freight will be delivered to the booth prior to exhibitor set up.

HOW DO I SHIP TO SHOW SITE?

- Freight will be accepted only during exhibitor move-in. Please refer to the 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.
- Shipments received without receipts or freight bills, such as Federal Express and UPS, will be delivered to the booth without guarantee of piece count or condition.
- 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 the Quick Facts.

HOW DO I ESTIMATE MY MATERIAL HANDLING CHARGES?

- Charges will be based on the weight of your shipment. Each shipment received is billed individually and is subject to the applicable show weight minimum. The shipment weight will be rounded to the next 100 pounds. Each 100 pounds is considered one “cwt.” (one hundred weight). All shipments are subject to reweigh.
- On the Material Handling Order Form, select whether the freight will arrive at the warehouse or be sent directly to show site.
- Next, select the rate for the freight category that best describes your shipment. There are four 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, 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.

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

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

Carpet and/or Pad Only: shipments that consist of loose carpet and/or padding only require additional labor and equipment to unload.

• All inbound and outbound shipments are subject to overtime charges if the shipments are received, loaded or unloaded during the overtime hours specified on the Material Handling Order Form. This includes both warehouse and show site shipments.
• Add any late delivery or off-target charges listed on the Material Handling Order Form if the freight will be received after the deadlines listed on the 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.

WHAT HAPPENS TO MY EMPTY CONTAINERS DURING THE SHOW?

• Pick up “Empty Labels” at the Freeman Service Center. Once the container is completely empty, place a label on each container individually. Labeled empty containers will be picked up periodically and stored in non-accessible storage during the event.
• At the close of the show, the empty containers will be returned to the booth in random order. 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 Freeman Service Center at show site for your shipping documents.
• Once we receive your outbound shipping information we will create your Material Handling Agreement and shipping labels. If the shipping information is provided in advance, the Material Handling Agreement will be delivered to your booth with your invoice. Otherwise the Material Handling Agreement and labels will be available for pick up at the Freeman Service Center.

• After materials are packed, labeled, and ready to be shipped, the completed Material Handling Agreement must be turned in at the Freeman Service Center.
• Call your designated carrier with pick-up information. Please refer to the Quick Facts for specific dates, times and address for pick up. In the event your selected carrier fails to show by the final move-out day, your shipment will either be rerouted on Freeman’s carrier choice or delivered back to the warehouse at the exhibitor’s expense.
• For your convenience, approved show carriers will be on site to book outbound transportation if you have not made arrangements in advance.

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 Rigging 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 Freeman 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 Terms and Conditions, which can be found in the exhibit service manual or online at www.freeman.com.

OTHER AVAILABLE FREIGHT SERVICES
(may not be available in all locations)

• Cranes
• Accessible 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

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

CRATED:
Material that is skidded or is in any type of shipping container that can be unloaded at the dock without additional handling required.

SPECIAL HANDLING:
Material delivered 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, no documentation and shipments that require additional time, equipment or labor to unload. Federal Express, UPS & DHL are included in this category due to their delivery procedures.

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

CARPET AND/OR PAD ONLY:
Shipments that consist of loose carpet and/or padding only require additional labor and equipment to unload.

STRAIGHT TIME:
8:00 A.M. to 4:30 P.M. Monday through Friday
4:30 P.M. to 8:00 A.M. Monday through Friday, all day Saturday, Sunday, and Observed Holidays

OVERTIME:
(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.)

RATE CLASSIFICATIONS:

<table>
<thead>
<tr>
<th>Description</th>
<th>Price Per CWT</th>
<th>200 lb. Minimum</th>
</tr>
</thead>
<tbody>
<tr>
<td>Warehouse Shipment (200 lb. minimum)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Crated or Skidded Shipment</td>
<td>$108.75</td>
<td>217.50</td>
</tr>
<tr>
<td>Special Handling Shipment</td>
<td>$141.50</td>
<td>283.00</td>
</tr>
<tr>
<td>Carpet and/or Pad Only Shipment</td>
<td>$163.25</td>
<td>326.50</td>
</tr>
<tr>
<td>Show Site Shipment (200 lb. minimum)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Crated or Skidded Shipment</td>
<td>$114.25</td>
<td>228.50</td>
</tr>
<tr>
<td>Special Handling Shipment</td>
<td>$148.75</td>
<td>297.50</td>
</tr>
<tr>
<td>Uncrated or Pad Wrapped Shipment</td>
<td>$171.50</td>
<td>343.00</td>
</tr>
<tr>
<td>Carpet and/or Pad Only Shipment</td>
<td>$171.50</td>
<td>343.00</td>
</tr>
<tr>
<td>Small Package - Maximum weight is 30 lbs per shipment*</td>
<td>$45.00</td>
<td></td>
</tr>
</tbody>
</table>

*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)

<table>
<thead>
<tr>
<th>Description</th>
<th>Price Per CWT</th>
<th>Estimated Total Cost (200 lb. Min.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Warehouse Shipment after MAY 10, 2018</td>
<td>$27.25</td>
<td>54.50</td>
</tr>
<tr>
<td>Show Site Shipment after Show Opening</td>
<td>$28.75</td>
<td>57.50</td>
</tr>
</tbody>
</table>

Overtime Charge - Inbound (in addition to above rates)

<table>
<thead>
<tr>
<th>Description</th>
<th>Price Per CWT</th>
<th>Estimated Total Cost (200 lb. Min.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Crated or Skidded Shipment</td>
<td>$28.75</td>
<td>57.50</td>
</tr>
<tr>
<td>Special Handling Shipment</td>
<td>$37.25</td>
<td>74.50</td>
</tr>
<tr>
<td>Uncrated or Pad Wrapped Shipment</td>
<td>$43.00</td>
<td>86.00</td>
</tr>
<tr>
<td>Carpet and/or Pad Only Shipment</td>
<td>$43.00</td>
<td>86.00</td>
</tr>
</tbody>
</table>

Overtime Charge - Outbound (in addition to above rates)

<table>
<thead>
<tr>
<th>Description</th>
<th>Price Per CWT</th>
<th>Estimated Total Cost (200 lb. Min.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Crated or Skidded Shipment</td>
<td>$28.75</td>
<td>57.50</td>
</tr>
<tr>
<td>Special Handling Shipment</td>
<td>$37.25</td>
<td>74.50</td>
</tr>
<tr>
<td>Uncrated or Pad Wrapped Shipment</td>
<td>$43.00</td>
<td>86.00</td>
</tr>
<tr>
<td>Carpet and/or Pad Only Shipment</td>
<td>$43.00</td>
<td>86.00</td>
</tr>
</tbody>
</table>

Shipments returned to warehouse after close of show (1,000 lb minimum)* $28.25 282.50

*In addition to above rates.

Surcharges

<table>
<thead>
<tr>
<th>Description</th>
<th>Weight</th>
<th>CWT</th>
<th>Price per CWT</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tbody>
</table>

\[ \frac{\text{Price per CWT}}{100} = \]

<table>
<thead>
<tr>
<th>Description</th>
<th>Weight</th>
<th>CWT</th>
<th>Price per CWT</th>
<th>Estimated Total Cost (200 lb. Min.)</th>
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</thead>
<tbody>
<tr>
<td>Tax</td>
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<td></td>
<td>N/A</td>
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<tr>
<td>Total</td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

Seattle FY18 422221
SPECIAL HANDLING DEFINITIONS

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

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

What does it mean if I have “No Documentation”?
Shipments arrive from a small package carrier (including, among others, Federal Express, UPS & DHL) without an individual Bill of Lading, requiring additional time, labor and equipment to process.

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 points.

What about carpet only shipments?
Shipments that consist of loose carpet and/or padding only require additional labor and equipment to unload.
I-5 North Directions to Dock’s:

I-5 North take the Madison Street Exit on Right
Follow exit side road till you see Madison Street Exit on right
Take the exit off the side road towards Madison Street
Exit becomes 7th Ave
Stay straight on 7th Ave cross over Madison Street continuing straight
Continue straight crossing over Spring and Seneca Street’s
Road changes name into Hubbell Place after you cross over Seneca Street
Ramp for Docks will be on your LEFT about 200 yards after Seneca Street

Docks for the Convention Center are up the ramp on the left.

1370 Hubbell Place is the dock entrance address

47.633296, -122.378865 (GPS)
EVERY OUTBOUND SHIPMENT WILL REQUIRE A MATERIAL HANDLING AGREEMENT AND SHIPPING LABELS. WE WOULD BE HAPPY TO PREPARE THESE FOR YOU AND DELIVER THEM TO YOUR BOOTH PRIOR TO SHOW CLOSE. TO TAKE ADVANTAGE OF THIS SERVICE, PLEASE COMPLETE AND RETURN THIS FORM TO THE FREEMAN SERVICE CENTER.

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

SHIPPING INFORMATION

<table>
<thead>
<tr>
<th>Method of Shipment</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Select a Carrier</td>
<td></td>
</tr>
</tbody>
</table>
| Freeman Exhibit Transportation | No need to schedule your outbound shipment. Charges will appear on your Freeman invoice.  
Freeman will make arrangements for all Freeman Exhibit Transportation shipments. Arrangements for pick-up by other carriers is the responsibility of the exhibitor. |
| Other Carrier      | Carrier Name:  
Carrier Phone: |

Select a Level of Service:

<table>
<thead>
<tr>
<th>Days</th>
<th>Description</th>
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<tbody>
<tr>
<td>1</td>
<td>Delivery next business day</td>
</tr>
<tr>
<td>2</td>
<td>Delivery by 5:00 PM second business day</td>
</tr>
<tr>
<td>3-5</td>
<td>Delivery within 3-5 business days</td>
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Select Shipment Options (if applicable):

<table>
<thead>
<tr>
<th>Option</th>
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</thead>
<tbody>
<tr>
<td>Have loading dock</td>
</tr>
<tr>
<td>Inside delivery</td>
</tr>
<tr>
<td>Pad wrap required</td>
</tr>
<tr>
<td>Do not stack</td>
</tr>
<tr>
<td>Lift gate required</td>
</tr>
<tr>
<td>Air ride required</td>
</tr>
<tr>
<td>Residential</td>
</tr>
</tbody>
</table>

Select Desired Number of Labels:

Once your shipment is packed and ready to be picked up from your booth, please return completed the Material Handling Agreement to the Freeman Service Center. Shipments without a Material Handling Agreement turned in will be returned to our warehouse at exhibitor's expense.
TO: _______________________________  
EXHIBITOR NAME

C/O: FREEMAN/KGM MOTORCYCLE TRANSPORT
18770 80TH PLACE S
KENT, WA 98032

WAREHOUSE

EVENT: INTA 140th Annual Meeting

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.
TO: _______________________________
EXHIBITOR NAME

C/O FREEMAN / KGM MOTORCYCLE TRANSPORT
18770 80TH PL., S
KENT, WA 98032

HANGING SIGN

EVENT: __________ INTA 140th Annual Meeting

BOOTH NO._________ NO. OF PIECES _________

DEADLINE DATE IS: MAY 10, 2018
FURNISH FORWARD

Freeman sets the stage for success with temporary furnishings that make lasting impressions. With high-quality furniture in shapes and styles that suit your budget and design needs, Freeman always provides an ideal solution for your exhibit.

- Sleek and professional furniture products transform your exhibit into a destination
- Extensive selection of seating, surfaces, and display fixtures provides a completely custom and comprehensive approach to your brand experience
- No assembly required. Hassle-free shipment, setup, and tear down allow your exhibitors to focus on what matters: new business
- Prices are all-inclusive and cover delivery, installation and material handling with no hidden fees

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

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

ITEMS PICTURED BELOW

- Swanson Swivel Chair | 810875 | Page 10
- Silverado Cocktail Table | 82014 | Page 18
- Powered Locking Pedestal, 42" | 85063 | Page 27
SEATING

Naples

CHAIR
black vinyl 810119
36"L 30"D 33"H
Powered options available

LOVESEAT
black vinyl 830120
62"L 30"D 33"H
Powered options available

SOFA
black vinyl 830119
67"L 30"D 33"H
Powered options available

Heathrow

ARMLESS CHAIR
black vinyl 810116
24"L 24"D 28"H

CORNER CHAIR
black vinyl 810117
24"L 24"D 28"H

SOFA
black vinyl 830116
48"L 24"D 28"H

possible configurations

See pages 26 and 27 for all Powered options.

*Electrical power must be ordered separately

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

South Beach

**SOFA**
platinum suede 8301
69”L  29”D  33”H

**OTTOMAN**
platinum suede 8151
26”L  21”D  18”H

possible configurations

Key Largo

**LOVESEAT**
black fabric 830950
57”L  35”D  24”H

**SOFA**
black fabric 830951
79”L  35”D  34”H

**CHAIR**
black fabric 810950
39”L  35”D  34”H
SEATING

Allegro

CHAIR SELECT
blue fabric 81019
36"L 34.5"D 30"H

SOFA SELECT
blue fabric 83015
73"L 34.5"D 30"H

Fairfax

CHAIR SELECT
white vinyl/brushed metal 810949
27"L 26"D 30"H

SOFA SELECT
white vinyl/brushed metal 830949
62"L 26"D 30"H

Hopi

CHAIR SELECT
gray linen 810140
21"L 25"D 34"H

LOVESEAT SELECT
gray linen 830150
48"L 26"D 34"H

Tangiers

CHAIR SELECT
beige fabric 810118
34"L 37"D 36"H

SOFA SELECT
beige fabric 830118
78"L 37"D 36"H

Roma

CHAIR SELECT
white vinyl 81020
37"L 31"D 33"H
Powered options available

SOFA SELECT
white vinyl 83016
78"L 31"D 33"H
Powered options available

See pages 26 and 27 for all Powered options.

*Electrical power must be ordered separately
CASUAL SEATING

Look no further for a great variety of informal, modern seating options. Here you will find chairs, sofas, stools, ottomans – even sophisticated bar sets – that turn exhibits into destinations.

OTTOMANS

ENDLESS SQUARE OTTOMAN  SELECT
white vinyl 815122
black vinyl 815123
34”L  34”D  15”H

ENDLESS CURVE OTTOMAN  SELECT
white vinyl 815953
black vinyl 815952
60.5”L  37.5”D  15”H

BENCH OTTOMAN  SELECT
white vinyl 815120
black vinyl 815121
60”L  20”D  18”H

HALF BENCH OTTOMAN  SELECT
white vinyl 815119
39”L  23”D  18”H

ITEMS PICTURED BELOW

Roma Sofa, Powered | 83017  Page 5, 26
Swanson Swivel Chair | 810875  Page 10
Regis End Table | 82075  Page 21
Regis Bench/Table | 82074  Page 21
Work Desk | 820706  Page 25
Ice Side Chair | 810814  Page 9
OTTOMANS

VIBE CUBE OTTOMAN  SELECT
- blue vinyl 81518
- red vinyl 81519
- orange vinyl 81525
- pink vinyl 81520
- yellow vinyl 81517
- black vinyl 81530
- white vinyl 81531

18"L 18"D 18"H

MARCHÉ SWIVEL OTTOMAN  SELECT
- gray fabric 815151
- red fabric 815154
- blue fabric 815159
- linen fabric 815152
- meadow green fabric 815157
- pear yellow fabric 815158
- plum fabric 815156
- raspberry fabric 815153
- rose quartz fabric 815155
- white vinyl 815150

17"Round 18"H

EDGE LED CUBE OTTOMAN*  SELECT
- high-density plastic 81526

20"L 20"D 20"H

BANQUETTES

CENTER CONE  SELECT
8506
- 38"Round 51"H
- Powered
Banquette Cone has 3 AC and 2 USB plugs built into the center cone.

QUARTER CURVE OTTOMAN  SELECT
8507
- 60"L 22"D 18"H

(4) quarter curve ottoman
72"Round 18"H

(1) center cone
(4) quarter curve ottomans
72"Round 51"H

possible configurations

*Electrical power must be ordered separately

See pages 26 and 27 for all Powered options.
OCCASIONAL CHAIRS

BLACK DIAMOND SIDE CHAIR  ESSENTIALS  71089
21"W  23"L  32"H

BLACK DIAMOND ARMCHAIR  ESSENTIALS  71090
20"W  21"L  33"H

LAGUNA CHAIR  SELECT  maple/chrome  810861
18"L  19"D  34"H

LIMERICK® CHAIR  ESSENTIALS  BY HERMAN MILLER
gray  210108
18"W  17.75"L  33"H

MADRID CHAIR  SELECT
black vinyl/chrome  8102
white vinyl/chrome  810816
30"L  30"D  31"H

ITEMS PICTURED BELOW
Powered Locking Pedestal, 36"  85061  Page 27
White Vibe Cube Ottoman  81531  Page 7
OCCASIONAL CHAIRS

MEETING CHAIR SELECT
white vinyl 810948
espresso vinyl 810835
taupe microfiber 810836
25.5”L 23.5”D 34”H

KEY WEST CHAIR SELECT
black fabric 8103
31”L 31”D 31”H

MADDEN CHAIR SELECT
light gray vinyl 810843
27”L 32”D 33”H

ICE SIDE CHAIR SELECT
transparent 810814
17”L 20”D 22”H

MALBA CHAIR SELECT
gray molded plastic 810131
green molded plastic 810130
20”L 20”D 32”H
OCCASIONAL CHAIRS

CHRISTOPHER CHAIR  SELECT
white vinyl/chrome 810846
17"L  19"D  35"H

ZENITH CHAIR  SELECT
white/chrome 810851
19"L  22"D  32"H

RUSTIQUE CHAIR  SELECT
gunmetal 810841
20"L  18"D  31"H

RAZOR ARMLESS CHAIR  SELECT
white high-density plastic 810837
15.38"L  15.5"D  30.5"H

SWANSON SWIVEL CHAIR  SELECT
white vinyl 810875
28"L  25"D  30"H

BERLIN STACK CHAIR  SELECT
white & red plastic/chrome 810811
white & black plastic/chrome 810810
18"L  22"D  32"H

WENDY CHAIR  SELECT
clear acrylic 810847
15"L  20"D  36"H
# Furnishings

## Conference Chairs

<table>
<thead>
<tr>
<th>Chair Type</th>
<th>Model</th>
<th>Description</th>
<th>Dimensions</th>
<th>Color</th>
<th>Model</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gray Gaslift Chair</td>
<td>71046</td>
<td>Essentials</td>
<td>26&quot;W x 20&quot;L x 36&quot;H</td>
<td>Adjustable</td>
<td>71045</td>
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<tr>
<td>Gray Gaslift Chair</td>
<td>71045</td>
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<td></td>
<td></td>
<td></td>
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<tr>
<td>La Brea Swivel Chair</td>
<td>810874</td>
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<td>35&quot;L x 27&quot;D x 40&quot;H</td>
<td>Charcoal</td>
<td>81063</td>
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<td>Altura Guest Chair</td>
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<td>25&quot;L x 20&quot;D x 34&quot;H</td>
<td>Black</td>
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## Seating

<table>
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<tr>
<th>Chair Type</th>
<th>Model</th>
<th>Description</th>
<th>Dimensions</th>
<th>Color</th>
<th>Model</th>
</tr>
</thead>
<tbody>
<tr>
<td>Luxor High Back Executive Chair</td>
<td>810807</td>
<td>Select</td>
<td>27&quot;L x 28&quot;D x 47&quot;H</td>
<td>Black Vinyl</td>
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<tr>
<td>Pro Executive High Back Chair</td>
<td>810844</td>
<td>Select</td>
<td>25&quot;L x 24&quot;D x 48&quot;H</td>
<td>White Vinyl</td>
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<tr>
<td>Pro Executive Guest Chair</td>
<td>810947</td>
<td>Select</td>
<td>24&quot;L x 22&quot;D x 36&quot;H</td>
<td>Black Vinyl</td>
<td></td>
</tr>
</tbody>
</table>

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

**MARTINI BAR**  
gray metal rounded bar with frosted glass top and chrome legs 8501
- 67”L  22”D  45”H

**BLACK DIAMOND STOOL**  
BLACK DIAMOND STOOL ESSENTIALS 71088  
- 22”W  18”L  46”H

**GRAY GASLIFT STOOL**  
GRAY GASLIFT STOOL ESSENTIALS  
with arms 71048  
without arms 71047  
- 24”W  20”L  46”H  Adjustable

**LAGUNA BARSTOOL**  
LAGUNA BARSTOOL SELECT  
maple/chrome 810860  
- 18”L  20”D  47”H

**LIMERICK® STOOL**  
LIMERICK® STOOL ESSENTIALS BY HERMAN MILLER  
gray 210109  
- 18”W  17”5”L  44”H

**LIFT BARSTOOL**  
LIFT BARSTOOL SELECT  
grey vinyl/chrome 810872  
red vinyl/chrome 810873  
black vinyl/chrome 810871  
white vinyl/chrome 810870  
- 15” Round  29-33.5”H  Adjustable

**APEX BARSTOOL**  
APEX BARSTOOL SELECT  
black vinyl 810951  
blue ultra suede 810952  
red vinyl 810953  
white vinyl 810954  
- 21”L  21”D  32”H
BARS & BARSTOOLS

BANANA BARSTOOL  SELECT
white vinyl/chrome 810103
black vinyl/chrome 810104
21”L  22”D  41”H

ZENITH BARSTOOL  SELECT
white/chrome 810850
19”L  20”D  44”H

ZOY BARSTOOL  SELECT
white vinyl/chrome 810840
black vinyl/chrome 810834
15”L  16”D  26-30.5”H  Adjustable

CHRISTOPHER BARSTOOL  SELECT
white 810848
19”L  15”D  41”H

ICE BARSTOOL  SELECT
transparent/chrome legs 810815
16”L  14”D  38”H

SHARK BARSTOOL  SELECT
white plastic/chrome 810202
22”L  19”D  34-44”H  Adjustable

RUSTIQUE BARSTOOL  SELECT
gunmetal 810839
13”L  13”D  20”H

GIN BARSTOOL  SELECT
maple wood/chrome 810505
16”L  16”D  33”H

OSLO BARSTOOL  SELECT
blue plastic/chrome 810200
white plastic/chrome 810201
17”L  20”D  45”H
TURN THE TABLES IN YOUR FAVOR

Bring professionalism to the table with our sleek variety of surfaces and tabletops. Choose from modern glass tops and more.

ITEMS PICTURED BELOW

- Endless Square Ottoman | 815122 | Page 6
- Geo End Table | 82035 | Page 19
- 30" Round Hydraulic Base Bar Table | 820230 | Page 17
- Ice Barstool | 810815 | Page 13
# Furnishings

## Draped or Undraped Tables & Counters

### Essentials

<table>
<thead>
<tr>
<th>TABLES</th>
<th>3'L</th>
<th>4'L</th>
<th>6'L</th>
<th>8'L</th>
</tr>
</thead>
<tbody>
<tr>
<td>Draped 24&quot;D 30&quot;H</td>
<td>124330</td>
<td>124430</td>
<td>124630</td>
<td>124830</td>
</tr>
<tr>
<td>Draped on Fourth Side</td>
<td>12404630</td>
<td>12404830</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Undraped 24&quot;D 30&quot;H</td>
<td>125330</td>
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### Counters

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<th>6'L</th>
<th>8'L</th>
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</thead>
<tbody>
<tr>
<td>Draped 24&quot;D 42&quot;H</td>
<td>124342</td>
<td>124442</td>
<td>124642</td>
<td>124842</td>
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<tr>
<td>Draped on Fourth Side</td>
<td>12404642</td>
<td>12404842</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Undraped 24&quot;D 42&quot;H</td>
<td>125342</td>
<td>125442</td>
<td>125642</td>
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### Tables*

<table>
<thead>
<tr>
<th>TABLES*</th>
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<th>4'L</th>
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</thead>
<tbody>
<tr>
<td>Draped 30&quot;D 30&quot;H</td>
<td>130330</td>
<td>130430</td>
<td>130630</td>
<td>130830</td>
</tr>
<tr>
<td>Draped on Fourth Side</td>
<td>12404630</td>
<td>12404830</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Undraped 30&quot;D 30&quot;H</td>
<td>131330</td>
<td>131430</td>
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<td>131830</td>
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### Counters*

<table>
<thead>
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<th>COUNTERS*</th>
<th>3'L</th>
<th>4'L</th>
<th>6'L</th>
<th>8'L</th>
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</thead>
<tbody>
<tr>
<td>Draped 30&quot;D 42&quot;H</td>
<td>130342</td>
<td>130442</td>
<td>130642</td>
<td>130842</td>
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<td>12404842</td>
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<td>131342</td>
<td>131442</td>
<td>131642</td>
<td>131842</td>
</tr>
</tbody>
</table>

*Table and counter widths available in select cities

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

Draped or Undraped Tables & Counters

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

**Soho Series**

<table>
<thead>
<tr>
<th>Table Type</th>
<th>Model</th>
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<tbody>
<tr>
<td>BLACK-TOP CAFÉ</td>
<td>72069</td>
<td>24&quot; Round</td>
<td>30&quot;H</td>
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<td>BLACK-TOP BISTRO</td>
<td>72070</td>
<td>24&quot; Round</td>
<td>42&quot;H</td>
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<tr>
<td>BLACK-TOP MINI</td>
<td>72068</td>
<td>36&quot; Round</td>
<td>40&quot;H</td>
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**Chelsea Series**

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<tbody>
<tr>
<td>BUTCHER BLOCK-TOP CAFÉ</td>
<td>72063</td>
<td>30&quot; Round</td>
<td>30&quot;H</td>
</tr>
<tr>
<td>BUTCHER BLOCK-TOP BISTRO</td>
<td>72064</td>
<td>36&quot; Round</td>
<td>30&quot;H</td>
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**Standard Base**

<table>
<thead>
<tr>
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</thead>
<tbody>
<tr>
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<td>820232</td>
<td>30&quot; Round</td>
<td>30&quot;H</td>
</tr>
<tr>
<td>BISTRO BAR TABLE</td>
<td>820231</td>
<td>30&quot; Round</td>
<td>30&quot;H</td>
</tr>
<tr>
<td>CAFÉ BAR TABLE</td>
<td>8201203</td>
<td>30&quot; Round</td>
<td>30&quot;H</td>
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<td>8201207</td>
<td>30&quot; Round</td>
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**Hydraulic Base**

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**Actual Color**

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<td>8201205</td>
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PEDESTAL TABLES

HYDRAULIC BASE CAFÉ TABLE
- graphite 8201209
  - 36" Round  29"H

HYDRAULIC BASE BAR TABLE
- graphite 8201211
  - 36" Round  45"H

HYDRAULIC BASE CAFÉ TABLE
- maple 8201206
  - 36" Round  29"H

HYDRAULIC BASE BAR TABLE
- maple 8201205
  - 36" Round  45"H

HYDRAULIC BASE CAFÉ TABLE
- liquid white 820224
  - 30" Round  29"H

HYDRAULIC BASE BAR TABLE
- liquid white 820230
  - 30" Round  45"H

HYDRAULIC BASE CAFÉ TABLE
- white laminate 820126
  - 36" Round  29"H

HYDRAULIC BASE BAR TABLE
- white laminate 820125
  - 36" Round  45"H

MADISON HYDRAULIC BASE CAFÉ TABLE
- gray acajou 820241
  - 30" Round  29"H

MADISON HYDRAULIC BASE BAR TABLE
- gray acajou 820240
  - 30" Round  45"H

MADISON CAFÉ TABLE
- gray acajou 820265
  - 30" Round  29"H

MADISON BAR TABLE
- gray acajou 820264
  - 30" Round  42"H

Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to www.freeman.com
OCCASIONAL, END & COCKTAIL TABLES

Silverado
END TABLE SELECT
tempered glass/painted steel 82015
24" Round 22"H

COCKTAIL TABLE SELECT
tempered glass/painted steel 82014
36" Round 17"H

MANHATTAN TABLE SELECT
glass/brushed metal base 82033
42" Round 29"H

Alondra
END TABLE SELECT
glass/chrome 820252
20"L 20"D 20"H

COCKTAIL TABLE SELECT
glass/chrome 820250
47"L 24"D 16"H

END TABLE SELECT
wood/chrome 820253
20"L 20"D 21"H

COCKTAIL TABLE SELECT
wood/chrome 820251
47"L 24"D 17"H
OCCASIONAL, END & COCKTAIL TABLES

**Geo**

**END TABLE**
- **SELECT**
  - wood/black steel [82028]
  - 20"L 20"D 21"H

**COCKTAIL TABLE**
- **SELECT**
  - wood/black steel [82027]
  - 47"L 24"D 17"H

**END TABLE**
- **SELECT**
  - glass/chrome [82035]
  - 26"L 26"D 20"H

**COCKTAIL TABLE**
- **SELECT**
  - glass/chrome [82034]
  - 50"L 22"D 16"H

**Sydney**

**END TABLE**
- **SELECT**
  - black laminate/brushed steel [82054]
  - white laminate/brushed steel [82055]
  - 27"L 23"D 22"H

**COCKTAIL TABLE**
- **SELECT**
  - black laminate/brushed steel [82076]
  - white laminate/brushed steel [82053]
  - 48"L 26"D 18"H
  - Powered options available

*Electrical power must be ordered separately

See pages 26 and 27 for all Powered options.
OCCASIONAL, END & COCKTAIL TABLES

Oliver

END TABLE  SELECT
walnut finish 82088
22" Round  22"H

TABLE  SELECT
walnut finish 82087
47"L  27"D  19"H

ITEMS PICTURED BELOW
Endless Curve Ottoman | 815953 | Page 6
Silverado Table | 82014 | Page 18
Zoey Barstools | 810840 | Page 13
30" Round Hydraulic Base Bar Table | 820230 | Page 17
OCCASIONAL, END & COCKTAIL TABLES

Regis

END TABLE SELECT
brushed metal 82075
16"L 15.5"D 16.5"H

BENCH/TABLE SELECT
brushed metal 82074
47"L 15.5"D 16"H

AURA
ROUND TABLE SELECT
white metal 820844
15"Round 22"H

EDGE LED CUBE TABLE* SELECT
white plastic/clear acrylic top 82057
20"L 20"D 20"H

GEO SQUARE-ROUND TABLE SELECT
glass/black steel 82043
glass/chrome 82044
42"L 42"D 29"H

*Electrical power must be ordered separately
CONFERENCE TABLES

GEO CONFERENCE TABLE
- Glass/black steel: 82041
- Glass/chrome: 82051
- 60"L 36"D 29"H

MADISON CONFERENCE TABLE
- Gray acajou: 820260
- 42" Round 29"H

42" ROUND WHITE CONFERENCE TABLE
- White laminate: 820708
- 42" Round 29"H

6' OVAL CONFERENCE TABLE
- Granite nebula: 820203
- 72"L 42"D 29"H

8' RECTANGULAR CONFERENCE TABLE
- Granite: 820115
- 96"L 44"D 29"H
CONFERENCE TABLES

MADISON 5' TABLE SELECT
gray acajou 820261
60"L 48"D 29"H

MADISON 8' TABLE SELECT
gray acajou 820262
96"L 60"D 29"H

MADISON 10' TABLE SELECT
gray acajou 820263
120"L 48"D 29"H

COMMUNAL TABLE (MAPLE WITH GROMMETS) SELECT
laminate/metal
82058
72"L 26"D 30"H
82059
72"L 26"D 42"H

COMMUNAL TABLE (MAPLE) SELECT
laminate/metal
82067
72"L 26"D 30"H
82068
72"L 26"D 42"H

COMMUNAL TABLE (WHITE) SELECT
laminate/metal
82063
72"L 26"D 30"H
82066
72"L 26"D 42"H

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

MADISON DESK
gray acajou 84075
60"L  30"D  29"H

MADISON CREDENZA
gray acajou 84077
60"L  20"D  29"H

MADISON BOOKCASE
gray acajou 84078
36"L  12"D  72"H
FURNISHINGS

COMPUTER DESK / TABLE

WORK DESK  SELECT
white laminate 820706
48"L  24"D  30"H

MERLIN TABLE  SELECT
gray laminate 820707
46"L  29"D  30"H

ITEMS PICTURED BELOW

Key Largo Sofa | 830951 | Page 4
Key Largo Chair | 810950 | Page 4
Sydney Table, Powered | 82076 | Page 19, 27
Aura Round Table | 820844 | Page 21
Black Diamond Stool | 71088 | Page 12
Soho Black Top Bistro | 36" Round - 72068 | Page 16
POWERED

Powered options do not include charging adapters with rental and will need to be supplied by the exhibitor if needed.

POWERED SEATING

NAPLES CHAIR, POWERED*  
black vinyl 810120
36"L 30"D 33"H

Power Panel Detail

NAPLES LOVESEAT, POWERED*  
black vinyl 830122
62"L 30"D 33"H

Power Panel Detail

NAPLES SOFA, POWERED*  
black vinyl 830121
87"L 30"D 33"H

Power Panel Detail

ROMA CHAIR, POWERED*  
white vinyl 81021
37"L 31"D 33"H

Power Panel Detail

ROMA SOFA, POWERED*  
white vinyl 83017
78"L 31"D 33"H

Power Panel Detail

*Electrical power must be ordered separately
POWERED TABLES

G30 COCKTAIL TABLE, POWERED* SELECT
white top 82070
72"L 26"D 18"H

G30 CAFÉ TABLE, POWERED* SELECT
white top 82071
72"L 26"D 30"H

G30 BAR TABLE, POWERED* SELECT
white top 82072
72"L 26"D 42"H

TECH DESK WITH 3 DRAWER FILE CABINET, POWERED*
black metal 84083
desk only 84084
60"L 30"D 30"H

SYDNEY COCKTAIL TABLE, POWERED*
black laminate/brushed steel 82076
white laminate/brushed steel 82073
48"L 26"D 18"H

POWERED PRODUCT PEDESTALS

POWERED* LOCKING PEDESTAL, 36"
black 85060
white 85061
24"L 24"D 36"H

POWERED* LOCKING PEDESTAL, 42"
black 85062
white 85063
24"L 24"D 42"H

BANQUETTE

CENTER CONE SELECT
8506
36" Round 37"H
Banquette Cone has 3 AC and 2 USB plugs built into the center cone.

*Electrical power must be ordered separately

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

3 DRAWER FILE CABINET ON CASTORS
SELECT
84080
16" W 20" D 28" H

FILE CABINET WITH LOCK
standard size

TWO-DRAWER
74082
15" W 29" L 28" H

FOUR-DRAWER
74081
15" W 29" L 50" H

REFRIGERATOR

SMALL REFRIGERATOR*
SELECT
75057
19" W 19" L 34" H

REFRIGERATOR*
SELECT
white · 14.0 cubic feet
8503001
28" L 28" D 64" H

LIGHTING

MASON TABLE LAMP*
SELECT
white/brushed silver
850707
16" Round 26" H

MASON FLOOR LAMP*
SELECT
white/brushed silver
850708
18" Round 55" H

*Electrical power must be ordered separately
DISPLAY

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

DISPLAY CYLINDERS
black

low 75020
30"W 15"H

medium 75021
18"W 20"H

high 75022
24"W 36"H
Available in rectangular sizes.

DISPLAY CUBES
black

12" small 75030
12"W 12"L 42"H

18" medium 75031
18"W 18"L 36"H

24" large 75032
24"W 24"L 42"H

ORION COMPUTER KIOSK
black 75079
28"L 28"D 40.5"H
Computer not included.

DISPLAY COUNTER
black 72056
24"W 49"L 42"H

ITEMS PICTURED BELOW
Bench Ottoman | 815120 | Page 6
Powered Locking Pedestal, 36” | 85061 | Page 27
ACCESSORIES

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

TABLET STAND

MOBILE TABLET STAND

white 850714
black 850715

14"L 13"D 44.5"H

The Mobile Tablet Stand will adjust to fit any tablet with dimensions of at least 6.75”x 9.75” but not larger than 8.5”x 2.5”, including Apple iPad, Samsung Galaxy Tab and Lenovo IdeaPad.

TABLET STAND ACCESSORIES

BROCHURE HOLDER*
black 850711

3.625"L 1.1"D 11.325"H

WIRELESS PRINTER HOLDER*
black 850712

3.3"L 1.9"D 5.28"H

CHARGING SHELF*
black 850713

14.65"L 7.17"D 1"H

*To be ordered with the tablet stand
FURNISHINGS

ACCESSORIES

**CHROME STANCHION WITH 8’ RETRACTABLE BELT**
220121

- 42”H

**CHROME SIGN HOLDER**
220118

- Holds 22” x 28” sign

**ROUND LITERATURE RACK**
750135

- 17”W  17”L  57”H
  Revolving black display holds printed materials for easy access from 20 pockets.

**FLAT LITERATURE RACK**
750136

- 10”W  55”H
  Forward-facing black display presents printed materials in six pockets.

**CHROME COAT TREE**
220109

**ALUMINIUM EASEL**
220134

**CHROME BAG RACK**
220110

**SPECIAL DRAPING** (not pictured)
Special drape is available in a variety of colors. Refer to the order form for details.

**FLOOR-STANDING BULLETIN BOARD**
10201484

- 48”W  96”L  78”H

**CORRUGATED WASTEBASKET**
220106

**WASTEBASKET**
wastebasket color may vary.
220107

Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to www.freeman.com
NAME OF SHOW: INTA 140th Annual Meeting / May 19 - 23, 2018

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Heathrow Group - Black Vinyl

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South Beach Group - Platinum Suede

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Key Largo Group - Black Fabric

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Allegro Group - Blue Fabric

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Fairfax Group - White Vinyl

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Hopi Group - Gray Linen

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Tangiers Group - Beige Fabric

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Roma Group - White Vinyl

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CASSUAL SEATING

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<td>815953* Endless Curve - White Vinyl.........</td>
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<td>815120* Bench - White Vinyl...............</td>
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<td>815119* Half-Bench - White Vinyl...........</td>
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For Assistance, please call (775) 355-4600 to speak with one of our experts.
## CASUAL SEATING (cont’d)

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<tbody>
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<td>81518*</td>
<td>Vibe Cube - Blue Vinyl.................................</td>
<td>200.50</td>
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<td>81519*</td>
<td>Vibe Cube - Red Vinyl....................................</td>
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<td>81525*</td>
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**Booth #:**

**Booth Size:**

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**Risers**

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**Pedestal Tables - SoHo Series**

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**Pedestal Tables - Chelsea Series**

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**Pedestal Tables**

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Take advantage of the Online price before APRIL 27, 2018

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07/17 (422221) 8043
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### Computer Desk/Tables

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### Powered Seating

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### Powered Tables

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### DISPLAY & ACCESSORIES

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For Assistance, please call (775) 355-4600 to speak with one of our experts.

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NAME OF SHOW: INTA 140th Annual Meeting / May 19 - 23, 2018

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**TOTAL COST**

\[ \text{Sub-Total} + 10.1\% \text{ Tax} = \text{Total Cost} \]

**Taxes:** Due to varying taxes across counties and cities for various categories, applicable taxes will be applied to your order accordingly based on the jurisdictions of the show city.

*Asterisk indicates item is a Freeman Select furnishing*
## Accessories

### Perforboard Single Sided

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### Perfboard Hooks and Accessories

### Ticket Tumbler

### 2 x 8' Grid Panels

### COLLAPSIBLE SECURITY CONTAINER

### Chrome Garment Rack

### Grid Accessories

### Grid Legs

### 2 Way Straight Arm

### 4 Way Slant Arm

### Perfboard Single Sided (continued)

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### 4 Way Connectors

### Grills

### Accessories

### TOTAL COST

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Sub-Total + 10.1% Tax = Total Cost
NAME OF SHOW: ____________________________
COMPANY NAME ____________________________
CONTACT NAME: ____________________________
PHONE #: ____________________________
E-MAIL ADDRESS ____________________________

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ACCESSORIES FOR RENTAL UNITS

SHOW CASES


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QUICK TIPS

• Remember to order in advance to save time and money.
• Rental prices are for the duration of the show and include delivery to and removal from your booth space.
• If you have questions or need assistance with any items not listed, please call and ask for your Exhibitor Sales Representative.

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

TOTAL COST

Sub-Total ______ + Tax (10.1%) = TOTAL ________
FROM THE GROUND UP

Engage your audience from the moment they set foot in your exhibit with Freeman’s custom carpets. Our colorfast carpeting boasts a consistent shade every time and the padding exceeds industry standards, ensuring that you’ll be floored by the quality. Freeman’s custom options include borders, patterns and logo applications in both our classic and prestige carpeting lines.

- Colorfast carpet technology guarantees a uniform and professional look throughout the life of your exhibit
- Diverse customization options guarantee the fulfillment of your brand standards
- All carpet and padding is manufactured with recycled material
- Rental prices are all-inclusive so there are never hidden charges for material handling or pickup
PRESTIGE CARPET

Freeman's prestige carpet combines plush comfort with durable soil and stain resistance, perfect for high-traffic areas. Five popular colors are available in a luxurious 40-ounce weight and all nine designer colors are available in a 28-ounce weight.

Freeman's prestige carpet packages include new 10-foot-wide carpet, delivery, Visqueen covering, installation, carpet tape, carpet removal and all carpet material handling fees. Price includes environmentally friendly disposal of carpet after usage. Foam carpet padding is available for a minimal fee. If you have a large order, please contact us to see if volume discounts may apply.

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

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

CLASSIC CARPET

Custom Cut
Freeman classic carpet is available in a range of colors and includes delivery, Visqueen covering, installation, carpet tape, carpet removal and all carpet material handling fees. Foam carpet padding is available for a minimal fee. If you have a large order, please contact us to see if volume discounts may apply.

Standard Cut
Our classic carpet comes in a variety of sizes. Prices include delivery, installation, carpet tape, carpet removal and all carpet material handling fees. Foam carpet padding and Visqueen covering are available for a minimal fee.

Actual colors may vary slightly
For Assistance, please call (775) 355-4600 to speak with one of our experts.

- Orders received after the deadline or without payment will be charged the Standard price.
- All utility lines must be installed before carpet installation. Utilities should be ordered in advance.
- Pricing includes delivery, material handling, installation and removal.
- All carpets, padding and plastic covering contain recycled content and are recyclable.

**9' carpet is laid toward the front edge, leaving 1' at the back of the booth for access to utility ports.**

<table>
<thead>
<tr>
<th>Qty Description</th>
<th>Online Price</th>
<th>Discount Price</th>
<th>Standard Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>10' x 10' Classic Carpet</td>
<td>$360.70</td>
<td>$396.75</td>
<td>$505.00</td>
<td></td>
</tr>
<tr>
<td>10' x 20' Classic Carpet</td>
<td>$721.40</td>
<td>$793.55</td>
<td>$1,009.95</td>
<td></td>
</tr>
<tr>
<td>10' x 30' Classic Carpet</td>
<td>$1,082.10</td>
<td>$1,190.30</td>
<td>$1,514.90</td>
<td></td>
</tr>
<tr>
<td>10' x 40' Classic Carpet</td>
<td>$1,442.80</td>
<td>$1,587.10</td>
<td>$2,019.90</td>
<td></td>
</tr>
<tr>
<td>10' x 10' Carpet Padding - Single Layer</td>
<td>$122.55</td>
<td>$134.80</td>
<td>$171.55</td>
<td></td>
</tr>
<tr>
<td>10' x 20' Carpet Padding - Single Layer</td>
<td>$245.10</td>
<td>$269.60</td>
<td>$343.15</td>
<td></td>
</tr>
<tr>
<td>10' x 30' Carpet Padding - Single Layer</td>
<td>$367.65</td>
<td>$404.40</td>
<td>$514.70</td>
<td></td>
</tr>
<tr>
<td>10' x 40' Carpet Padding - Single Layer</td>
<td>$490.20</td>
<td>$539.20</td>
<td>$686.30</td>
<td></td>
</tr>
<tr>
<td>10' x 10' Carpet Padding - Double Layer</td>
<td>$245.10</td>
<td>$269.60</td>
<td>$343.15</td>
<td></td>
</tr>
<tr>
<td>10' x 20' Carpet Padding - Double Layer</td>
<td>$490.20</td>
<td>$539.20</td>
<td>$686.30</td>
<td></td>
</tr>
<tr>
<td>10' x 30' Carpet Padding - Double Layer</td>
<td>$735.30</td>
<td>$808.85</td>
<td>$1,029.40</td>
<td></td>
</tr>
<tr>
<td>10' x 40' Carpet Padding - Double Layer</td>
<td>$980.40</td>
<td>$1,078.45</td>
<td>$1,372.55</td>
<td></td>
</tr>
<tr>
<td>Plastic Covering (price per sq. ft.)</td>
<td>$.90</td>
<td>$1.00</td>
<td>$1.25</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Qty Description</th>
<th>Online Price</th>
<th>Discount Price</th>
<th>Standard Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>9' x 10' Classic Carpet</td>
<td>$210.25</td>
<td>$231.30</td>
<td>$294.35</td>
<td></td>
</tr>
<tr>
<td>9' x 20' Classic Carpet</td>
<td>$420.50</td>
<td>$462.55</td>
<td>$588.70</td>
<td></td>
</tr>
<tr>
<td>9' x 30' Classic Carpet</td>
<td>$630.75</td>
<td>$693.85</td>
<td>$883.05</td>
<td></td>
</tr>
<tr>
<td>9' x 40' Classic Carpet</td>
<td>$841.00</td>
<td>$925.10</td>
<td>$1,177.45</td>
<td></td>
</tr>
<tr>
<td>9' x 10' Carpet Padding - Single Layer</td>
<td>$110.30</td>
<td>$121.35</td>
<td>$154.40</td>
<td></td>
</tr>
<tr>
<td>9' x 20' Carpet Padding - Single Layer</td>
<td>$220.60</td>
<td>$242.65</td>
<td>$308.85</td>
<td></td>
</tr>
<tr>
<td>9' x 30' Carpet Padding - Single Layer</td>
<td>$330.90</td>
<td>$364.00</td>
<td>$463.25</td>
<td></td>
</tr>
<tr>
<td>9' x 40' Carpet Padding - Single Layer</td>
<td>$441.20</td>
<td>$485.30</td>
<td>$617.70</td>
<td></td>
</tr>
<tr>
<td>9' x 10' Carpet Padding - Double Layer</td>
<td>$220.60</td>
<td>$242.65</td>
<td>$308.85</td>
<td></td>
</tr>
<tr>
<td>9' x 20' Carpet Padding - Double Layer</td>
<td>$441.20</td>
<td>$485.30</td>
<td>$617.70</td>
<td></td>
</tr>
<tr>
<td>9' x 30' Carpet Padding - Double Layer</td>
<td>$661.80</td>
<td>$728.00</td>
<td>$926.50</td>
<td></td>
</tr>
<tr>
<td>9' x 40' Carpet Padding - Double Layer</td>
<td>$882.40</td>
<td>$970.65</td>
<td>$1,235.35</td>
<td></td>
</tr>
<tr>
<td>Plastic Covering (price per sq. ft.)</td>
<td>$.90</td>
<td>$1.00</td>
<td>$1.25</td>
<td></td>
</tr>
</tbody>
</table>

**Total Cost**

<table>
<thead>
<tr>
<th>Sub-Total</th>
<th>10.1% Tax</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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

ONLINE PRICE  
DISCOUNT PRICE  
DEADLINE DATE  
APRIL 27, 2018
NAME OF SHOW: INTA 140th Annual Meeting / May 19 - 23, 2018

COMPANY NAME: 
CONTACT NAME: 
PHONE #: 
E-MAIL ADDRESS: 

For Assistance, please call (775) 355-4600 to speak with one of our experts.

- Guaranteed new, high-quality carpet.
- Orders received after the deadline or without payment will be charged the Standard price and are subject to availability.
- Prestige and Custom Cut Classic Carpet are subject to a 100% cancellation charge.
- All utility lines must be installed before carpet installation. Utilities should be ordered in advance.

All carpets, padding and plastic covering contain recycled content and are recyclable.

---

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

- Order Custom Cut Classic Carpeting by the sq. ft. if your size is not listed on the standard size order form.

**Sample:** Booth Size: \(10 \times 25 = 250\) sq. ft. @ \$3.75

**CHOOSE YOUR CARPET COLOR - 16 oz. Carpet:**

<table>
<thead>
<tr>
<th>16 oz. Carpet Rental</th>
<th>Price per sq. ft (100 sq. ft. minimum)</th>
<th>Online Price</th>
<th>Discount Price</th>
<th>Standard Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Per sq. ft.</td>
<td>Booth Size: (x) = (\times) sq. ft.</td>
<td>$3.75</td>
<td>$4.15</td>
<td>$5.25</td>
<td></td>
</tr>
</tbody>
</table>

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

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

<table>
<thead>
<tr>
<th>28 oz. Carpet Rental</th>
<th>Price per sq. ft (100 sq. ft. minimum)</th>
<th>Online Price</th>
<th>Discount Price</th>
<th>Standard Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 - 700 sq. ft.</td>
<td>Booth Size: (x) = (\times) sq. ft.</td>
<td>$4.70</td>
<td>$5.15</td>
<td>$6.60</td>
<td></td>
</tr>
<tr>
<td>Over 700 sq. ft.</td>
<td>Booth Size: (x) = (\times) sq. ft.</td>
<td>$4.25</td>
<td>$4.70</td>
<td>$5.95</td>
<td></td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>40 oz. Carpet Rental</th>
<th>Price per sq. ft (100 sq. ft. minimum)</th>
<th>Online Price</th>
<th>Discount Price</th>
<th>Standard Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 - 700 sq. ft.</td>
<td>Booth Size: (x) = (\times) sq. ft.</td>
<td>$5.45</td>
<td>$6.00</td>
<td>$7.65</td>
<td></td>
</tr>
<tr>
<td>Over 700 sq. ft.</td>
<td>Booth Size: (x) = (\times) sq. ft.</td>
<td>$5.10</td>
<td>$5.60</td>
<td>$7.15</td>
<td></td>
</tr>
</tbody>
</table>

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

- Order Carpet Padding by the sq. ft. if your size is not listed on the standard size order form.

**Sample:** Booth Size: \(10 \times 25 = 250\) sq. ft. @ \$1.25

<table>
<thead>
<tr>
<th>Qty</th>
<th>Description</th>
<th>Price per sq. ft. (90 sq. ft. minimum)</th>
<th>Online Price</th>
<th>Discount Price</th>
<th>Standard Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Carpet Padding - 1/2&quot; (90 - 700 sq. ft.)</td>
<td>$1.25</td>
<td>$1.40</td>
<td>$1.75</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Carpet Padding - 1/2&quot; (Over 700 sq. ft.)</td>
<td>$1.00</td>
<td>$1.10</td>
<td>$1.40</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Double Carpet Padding - 1/2&quot; (90 - 700 sq. ft.)</td>
<td>$2.50</td>
<td>$2.80</td>
<td>$3.50</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Double Carpet Padding - 1/2&quot; (Over 700 sq. ft.)</td>
<td>$2.00</td>
<td>$2.20</td>
<td>$2.80</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**TOTAL COST**

<table>
<thead>
<tr>
<th>Sub- Total</th>
<th>10.1% Tax</th>
<th>Total Cost</th>
</tr>
</thead>
</table>

---

For fast, easy ordering, go to [www.freeman.com](http://www.freeman.com) before APRIL 27, 2018.
For Assistance, please call (775) 355-4600 to speak with one of our experts.

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)**

<table>
<thead>
<tr>
<th>Qty (sq. ft.)</th>
<th>Part #</th>
<th>Description</th>
<th>Advance Price</th>
<th>Show Site Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>610100</td>
<td>Booth Vacuuming - One Time</td>
<td>.54</td>
<td>.75</td>
<td></td>
</tr>
<tr>
<td></td>
<td>610200</td>
<td>Booth Vacuuming - 2 Days</td>
<td>1.08</td>
<td>1.50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>610300</td>
<td>Booth Vacuuming - 3 Days</td>
<td>1.62</td>
<td>2.25</td>
<td></td>
</tr>
<tr>
<td></td>
<td>610400</td>
<td>Booth Vacuuming - 4 Days</td>
<td>2.16</td>
<td>3.00</td>
<td></td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Qty (sq. ft.)</th>
<th>Part #</th>
<th>Description</th>
<th>Advance Price</th>
<th>Show Site Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>630100</td>
<td>Shampoo Carpet - One Time</td>
<td>.97</td>
<td>1.35</td>
<td></td>
</tr>
</tbody>
</table>

**PORTER SERVICE (per day)**

<table>
<thead>
<tr>
<th>Qty (# days)</th>
<th>Part #</th>
<th>Description</th>
<th>Advance Price</th>
<th>Show Site Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>620500</td>
<td>Exhibit Area / Under 500 sq.ft.</td>
<td>86.65</td>
<td>121.30</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6201500</td>
<td>Exhibit Area / 501 - 1,500 sq. ft.</td>
<td>113.75</td>
<td>159.25</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6202500</td>
<td>Exhibit Area / 1,501 - 2,500 sq. ft.</td>
<td>144.25</td>
<td>201.95</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6203500</td>
<td>Exhibit Area / Over 2,500 sq.ft.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Call for Quote

**TOTAL COST**

\[
\text{Sub-Total} + 10.1\% \text{Tax} = \text{Total Cost}
\]
FIT TO PRINT

SmartFabric™ is a triple layered fabric made of 100% polyester that’s ideal for printed graphics. It’s an extremely versatile all-in-one fabric and has been treated to meet NFPA 701 small-scale flammability standards.

Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to www.freeman.com
SMARTFABRIC™ RENTAL EXHIBITS

RENTAL EXHIBITS INCLUDE:

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

FRAME ONLY UNIT

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

RENTAL EXHIBITS INCLUDE:

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

9’x10’ or 9’x20’ (16 oz.) – Color Options Included with Rental Package Options Above

- black
- blue
- gray
- green
- latte
- midnight blue
- plum
- red
- red pepper
- tuxedo

9’ carpet is laid toward the front edge, leaving 1’ at the back of the booth for utility port access. Actual colors may vary slightly.

PRESTIGE CARPET

(28 oz.) – Available Upgrade Color Options

- black*
- cardinal
- charcoal*
- cream
- gray pearl*
- navy*
- toast
- wedgewood
- white*

*Colors available in both 28 oz. and 40 oz. Actual colors may vary slightly.

ACCESSORIES

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

CUSTOM GRAPHICS

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

“CLEAN FOOTPRINT” BOOTH PACKAGE

When you select the “Clean Footprint” package your booth will use only materials that can be reused or recycled. All flooring, lighting, furniture and booth structure will go back into inventory to be reused again. Your personalized graphic panels used in the booth will be on a reusable and recyclable substrate.
**QUICK TIPS**

**SMARTFABRIC EXHIBIT**

SmartFabric Exhibits provide a custom printed fabric graphic to keep and re-use on future events.

<table>
<thead>
<tr>
<th>Qty</th>
<th>Description</th>
<th>Discount</th>
<th>Standard</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>10' x 10' SmartFabric Exhibit</td>
<td></td>
<td></td>
<td>$1,895.00</td>
</tr>
<tr>
<td></td>
<td>10' x 20' SmartFabric Exhibit</td>
<td></td>
<td></td>
<td>$3,695.00</td>
</tr>
</tbody>
</table>

**SMARTFABRIC RENTAL EXHIBIT**

SmartFabric Rental Exhibit Includes:

- 116.5" X 92.5" Custom Fabric Graphic (Purchased item to keep)
- Carrying Case for Graphic (To carry the purchased fabric graphic)
- Classic Carpet 9' X 10' or 9' X 20' (Select color below)
- Installation & Dismantle of Exhibit
- Material Handling of Exhibit
- Nightly Vacuuming
- 2-Arm Lights (per 10 ft.)
- 2 Shelves (30" x 12", supports up to 15 lbs.)
- Power (500 watts) for LIGHTS only (and Labor to hang lights)

**CUSTOM GRAPHICS**

A Freeman Exhibitor Sales Specialist will be contacting you to review the process for providing graphic files and helpful tips that will ensure a successful graphic print.

**FRAME ONLY UNIT**

The SmartFabric frame only unit is for exhibitors who have previously rented the SmartFabric exhibit (above) and have the fabric graphic ready for re-use. If you need a new graphic made, please select the SmartFabric Rental Exhibit (above). No fabric graphics will be printed without the rental unit.

<table>
<thead>
<tr>
<th>Qty</th>
<th>Description</th>
<th>Discount</th>
<th>Standard</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>10' x 10' Frame Only Unit</td>
<td></td>
<td></td>
<td>$1,195.00</td>
</tr>
<tr>
<td></td>
<td>10' x 20' Frame Only Unit</td>
<td></td>
<td></td>
<td>$1,995.00</td>
</tr>
</tbody>
</table>

**ACCESSORIES**

<table>
<thead>
<tr>
<th>Qty</th>
<th>Description</th>
<th>Discount</th>
<th>Standard</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>SmartFabric Arm Light</td>
<td></td>
<td></td>
<td>$65.00</td>
</tr>
<tr>
<td></td>
<td>SmartFabric Acrylic Shelf (supports up to 15 lbs.)</td>
<td></td>
<td></td>
<td>$150.00</td>
</tr>
<tr>
<td></td>
<td>SmartFabric Carrying Case (purchase)</td>
<td></td>
<td></td>
<td>$20.00</td>
</tr>
</tbody>
</table>

**QUICK TIPS**

- Orders received after the deadline or without payment will be charged the Standard price and are subject to availability. All graphics are subject to a 100% cancellation charge once production begins.
- The product offered has recyclable content or has eco-friendly attributes and is 100% recyclable according to manufacturer's specifications.
- **9' carpet is laid toward the front edge, leaving 1' at the back of the booth for access to utility ports.**

**DISCOUNT PRICE DEADLINE DATE**

APRIL 27, 2018

INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER

**NAME OF SHOW:** INTA 140th Annual Meeting / May 19 - 23, 2018

**COMPANY NAME:**

**BOOTH #:**

**BOOTH SIZE:** X

**CONTACT NAME:**

**PHONE #:**

**E-MAIL ADDRESS:**

For Assistance, please call (775) 355-4600 to speak with one of our experts.

For fast, easy ordering, go to www.freeman.com
RENTAL EXHIBITS THAT IMPRESS

When it comes to designing your exhibit, effective solutions don’t require expensive investments. Take the stress out of your upcoming show with a rental booth exhibit from Freeman. With quality rental options that meet your budget requirements, we’ll have you exhibit ready at a moment’s notice, without the hassle of ownership.

PACKAGE 1

10 X 20

PACKAGE 1 UPGRADE OPTIONS
With Graphics and Cabinet

10 X 10

Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to www.freeman.com
PACKAGE 2

PACKAGE 3

PACKAGE 4
PACKAGE 2 UPGRADE OPTIONS
With Graphics and Cabinet

10 x 10

PACKAGE 3 UPGRADE OPTIONS
With Graphics and Cabinet

10 x 10

PACKAGE 4 UPGRADE OPTIONS
With Graphics and Cabinet

10 x 10
PACKAGE 5 UPGRADE OPTIONS
With Graphics and Cabinet

10 X 10

PACKAGE 6 UPGRADE OPTIONS
With Graphics and Cabinet

10 X 10
Other upgrade options available that allow you to change the panels to slatwall, add shelves, change the metal color and add cabinets as a storage option with the dual purpose of a reception counter.
Booth Panel Options – Color Options Included with Rental Package

- black fabric
- blue fabric
- gray fabric
- white
- white perfboard

Classic Carpet (16 oz.) – Color Options Included with Rental Package Options Above

- black
- blue
- gray
- green
- latte
- midnight blue
- plum
- red
- red pepper
- tuxedo

9’ carpet is laid toward the front edge, leaving 1’ at the back of the booth for utility port access. Actual colors may vary slightly.

Prestige Carpet (28 oz.) – Available Upgrade Color Options

- black*
- cardinal
- charcoal*
- cream
- gray pearl*
- navy*
- toast
- wedgewood
- white*

*Colors available in both 28 oz. and 40 oz. Actual colors may vary slightly.

Rental Exhibits Include:

- 9x10 or 9x20 Classic Carpet
- Exhibit Installation & Dismantle
- Exhibit Material Handling
- Nightly Vacuuming
- 2-arm lights per 10’ Booth
- Power (500 watts) for LIGHTS only (and Labor to hang lights)

questions?

All packages can be customized or modified to fit your specific needs. To speak with an Exhibitor Sales Specialist, call the number listed on the Quick Facts.

“CLEAN FOOTPRINT” BOOTH PACKAGE

When you select the “Clean Footprint” package your booth will use only materials that can be reused or recycled. All flooring, lighting, furniture and booth structure will go back into inventory to be reused again. Your personalized graphic panels used in the booth will be on a reusable and recyclable substrate.
**INTA 140th Annual Meeting / May 19 - 23, 2018**

For Assistance, please call (775) 355-4600 to speak with one of our experts.

---

### RENTAL EXHIBITS

<table>
<thead>
<tr>
<th>Package</th>
<th>10' x 10'</th>
<th>10' x 20'</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>3,275.35</td>
<td>4,585.50</td>
</tr>
<tr>
<td>2</td>
<td>1,889.70</td>
<td>3,607.25</td>
</tr>
<tr>
<td>3</td>
<td>2,628.55</td>
<td>5,011.15</td>
</tr>
<tr>
<td>4</td>
<td>2,789.45</td>
<td>5,316.70</td>
</tr>
<tr>
<td>5</td>
<td>2,464.60</td>
<td>4,699.60</td>
</tr>
<tr>
<td>6</td>
<td>2,570.45</td>
<td>4,900.85</td>
</tr>
</tbody>
</table>

### CHOOSE YOUR PANEL

- Black Fabric
- Blue Fabric
- Gray Fabric
- White Hardwall
- White Perfboard

### CARPET

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

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

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

### LIGHTING

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

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

Additional power must be ordered separately.

### HEADER IDENTIFICATION SIGN

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

- Black
- Blue
- Brown
- Burgundy
- PMS Color
- Font Type

Indicate exactly how you want your company name to appear:

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

### ENHANCE YOUR EXHIBIT

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

- Slatwall & Shelves
- Colored Panels
- Cabinets & Counters
- Creating a Custom Exhibit
- Specialty Colored Metal
- Recyclable Graphics
- Graphics & Custom Logo
- White Eco-Board

---

**TOTAL COST**

<table>
<thead>
<tr>
<th>Sub-Total</th>
<th>10.1% Tax</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
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</tr>
</tbody>
</table>
**INTA 140th Annual Meeting / May 19 - 23, 2018**

**NAME OF SHOW:** INTA 140th Annual Meeting / May 19 - 23, 2018

<table>
<thead>
<tr>
<th>COMPANY NAME:</th>
<th>BOOTH #:</th>
<th>BOOTH SIZE:</th>
</tr>
</thead>
<tbody>
<tr>
<td>CONTACT NAME :</td>
<td>PHONE #:</td>
<td></td>
</tr>
<tr>
<td>E-MAIL ADDRESS:</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

For Assistance, please call (775) 355-4600 to speak with one of our experts.

**ACCESSORIES FOR RENTAL UNITS**

**LIGHTS**

<table>
<thead>
<tr>
<th>Description</th>
<th>Discount Price</th>
<th>Standard Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arm Light</td>
<td>171.00</td>
<td>239.40</td>
</tr>
<tr>
<td>4' Tracklight (3 lights)</td>
<td>444.80</td>
<td>622.70</td>
</tr>
</tbody>
</table>

**SHELVES**

<table>
<thead>
<tr>
<th>Description</th>
<th>Discount Price</th>
<th>Standard Price</th>
</tr>
</thead>
</table>

**CABINETS**

<table>
<thead>
<tr>
<th>Description</th>
<th>Discount Price</th>
<th>Standard Price</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Description</th>
<th>Discount Price</th>
<th>Standard Price</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Description</th>
<th>Discount Price</th>
<th>Standard Price</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Description</th>
<th>Discount Price</th>
<th>Standard Price</th>
</tr>
</thead>
</table>

**GONDOLAS**

<table>
<thead>
<tr>
<th>Description</th>
<th>Discount Price</th>
<th>Standard Price</th>
</tr>
</thead>
</table>

**LITERATURE POCKETS**

<table>
<thead>
<tr>
<th>Description</th>
<th>Discount Price</th>
<th>Standard Price</th>
</tr>
</thead>
</table>

**TOTAL COST**

<table>
<thead>
<tr>
<th>Description</th>
<th>Discount Price</th>
<th>Standard Price</th>
</tr>
</thead>
</table>

**DISCOUNT PRICE DEADLINE DATE**

**APRIL 27, 2018**

INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER

---

**RADIUS CABINET**

*(does not have doors)*

---

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

---

*Remember to make a selection for items with checkboxes. Otherwise, a selection will be made for you.*

---

Don't see what you need? Please call Exhibitor Sales at (775) 355-4600.
FLEXING TO FIT YOUR NEEDS

TotalFlex® provides the ability to configure exhibits to fit your space, budget and vision from show to show. Available for rent or for purchase, this pop-up display is versatile, lightweight and durable, and setup can be completed without tools in only a few minutes.

Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to www.freeman.com
The TotalFlex® solution is the most versatile exhibit option available:

- Floor unit cases easily convert into a podium.
- Velcro-compatible fabric panels available in a wide selection of colors.
- Compatible with shelves, lights and other innovative trade show accessories.
- Available in a variety of sizes for rent or purchase, including a tabletop version (shown on front).
- Freeman offers full graphic and logo design solutions.*
- All TotalFlex® rental units include installation & dismantling of display system, material handling, 9’x10’ or 9’x20’ Classic Carpet with nightly vacuuming, 200-watt halogen lights (1 light for the table-top unit, 2 lights per 8x10 unit) as well as power and labor to hang them.

*Graphic design elements are priced separately and not included with TotalFlex® order.

FLOOR UNITS
- 10’w x 8’h Floor Standing Unit
- 20’w x 8’h Floor Standing Unit

TABLE TOP UNITS
- 6’w x 40”h Table Top Unit
- 8’w x 40”h Table Top Unit

Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to www.freeman.com
NAME OF SHOW:  INTA 140th Annual Meeting / May 19 - 23, 2018

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

For Assistance, please call (775) 355-4600 to speak with one of our experts.

TABLETOP UNIT

Rental Units Include:
- Draped Table (select color below) - 1-Case
- Classic Carpet 9’ X 10’ (select color below) - One Time Installation & Dismantle
- 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:
- Header Identification Sign - (white with black text) Indicate copy below:

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

*Other Colors Also Available for Purchase Units

9’ x 10’ Classic Carpet:
- Black
- Blue
- Green
- Gray
- Latte
- Midnight Blue
- Plum
- Red
- Red Pepper
- Tuxedo
- Gold
- Gray
- Plum
- Red
- White

Table Drape:
- Black
- Blue
- Brown
- Green
- Flax
- Gold
- Gray
- Plum
- Red
- White

FLOOR UNIT

Rental Units Include:
- Classic Carpet 9’ X 10’ (select color below) - 2-Cases
- 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:
- Header Identification Sign - (white with black text) Indicate copy below:

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

*Other Colors Also Available for Purchase Units

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

Optional Accessories

- All Classic carpet contain recycled content and are recyclable.

CUSTOM GRAPHIC / PHOTO PANELS

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

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

QUICK TIPS

- If shipping literature or products, material handling rates will apply.
- Orders in advance to save time, money and ensure availability. Orders received after the deadline date or without payment will be charged the Standard Price.

07/17
(422221) 8043
MATERIAL MATTERS

The materials you use for your exhibit speak volumes about your brand. Freeman digitally prints high-resolution, photo-quality images on an impressive variety of fabrics. From custom carpeting to hanging banners, no matter the size, shape or color, Freeman can print it beyond your expectations.

- Freeman’s exhibit specialists deliver one-stop solutions for design, fabrication and custom graphics that meet both long and short-term usage goals
- Stretch fabrics can be used to customize almost any three-dimensional object
- Further customize exhibits with aluminum framing to transform digital graphics into back walls and other free-standing structures
- Integrated lighting is available for enhanced effects

Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to www.freeman.com
COMPREHENSIVE CAPABILITIES
Freeman can digitally print high-resolution, photo-quality images on nylon, stretch fabrics, carpeting and a variety of other materials. No matter what size, shape, or color, Freeman can print it. We can further customize exhibits with:

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

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

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

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

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Diameter</th>
<th>Height</th>
<th>Circumference (Linear Ft.)</th>
<th>Discount Price</th>
<th>Standard Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>10'</td>
<td>3'</td>
<td>3'</td>
<td>31.42'</td>
<td>$2,608.95</td>
<td>$3,913.45</td>
<td></td>
</tr>
<tr>
<td>10'</td>
<td>4'</td>
<td>4'</td>
<td>47.12'</td>
<td>$3,414.80</td>
<td>$5,122.20</td>
<td></td>
</tr>
<tr>
<td>15'</td>
<td>3'</td>
<td>60'</td>
<td>31.42'</td>
<td>$3,861.10</td>
<td>$5,791.65</td>
<td></td>
</tr>
<tr>
<td>15'</td>
<td>4'</td>
<td>60'</td>
<td>47.12'</td>
<td>$6,442.20</td>
<td>$9,633.30</td>
<td></td>
</tr>
<tr>
<td>20'</td>
<td>4'</td>
<td>80'</td>
<td>62.80'</td>
<td>$8,985.00</td>
<td>$13,477.50</td>
<td></td>
</tr>
</tbody>
</table>

### Triangle Signs

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Length</th>
<th>Height</th>
<th>All Sides (Linear Ft.)</th>
<th>Discount Price</th>
<th>Standard Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>10'</td>
<td>3'</td>
<td>30'</td>
<td>50'</td>
<td>$2,490.70</td>
<td>$3,736.05</td>
<td></td>
</tr>
<tr>
<td>10'</td>
<td>4'</td>
<td>30'</td>
<td>50'</td>
<td>$3,259.55</td>
<td>$4,889.35</td>
<td></td>
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<tr>
<td>15'</td>
<td>3'</td>
<td>45'</td>
<td>30'</td>
<td>$3,750.35</td>
<td>$5,625.50</td>
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<tr>
<td>15'</td>
<td>4'</td>
<td>45'</td>
<td>45'</td>
<td>$4,914.80</td>
<td>$7,372.20</td>
<td></td>
</tr>
<tr>
<td>20'</td>
<td>4'</td>
<td>60'</td>
<td>60'</td>
<td>$6,784.90</td>
<td>$10,177.35</td>
<td></td>
</tr>
</tbody>
</table>

### Serpentine Signs

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Length</th>
<th>Height</th>
<th>Double Sided (Linear Ft.)</th>
<th>Discount Price</th>
<th>Standard Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>10'</td>
<td>3'</td>
<td>60'</td>
<td>60'</td>
<td>$1,704.55</td>
<td>$2,556.85</td>
<td></td>
</tr>
<tr>
<td>10'</td>
<td>4'</td>
<td>80'</td>
<td>80'</td>
<td>$2,212.85</td>
<td>$3,319.25</td>
<td></td>
</tr>
<tr>
<td>15'</td>
<td>3'</td>
<td>30'</td>
<td>30'</td>
<td>$2,513.60</td>
<td>$3,770.40</td>
<td></td>
</tr>
<tr>
<td>15'</td>
<td>4'</td>
<td>30'</td>
<td>45'</td>
<td>$3,276.35</td>
<td>$4,914.50</td>
<td></td>
</tr>
<tr>
<td>20'</td>
<td>4'</td>
<td>40'</td>
<td>40'</td>
<td>$4,473.70</td>
<td>$6,710.55</td>
<td></td>
</tr>
</tbody>
</table>

Total: __________________ x 10.1% (Tax) __________________ = ____________________

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

- Please check the box to have an Exhibitor Sales Solutionist contact you regarding FREE Samples of materials and/or quotes.
NAME OF SHOW: INTA 140th Annual Meeting / May 19 - 23, 2018

COMPANY NAME: BOOTH #: BOOTH SIZE: X

CONTACT NAME : PHONE #:

E-MAIL ADDRESS:

For Assistance, please call (775) 355-4600 to speak with one of our experts.

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

GRAPHICS

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

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

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

DIGITAL GRAPHICS

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

\[
\text{L} \times \text{W} = \text{sq. ft.} \\
\text{sq. ft.} \times \text{Price} = \text{Total Cost}
\]

- 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

Backings Material:

- Freeman Foam (Foamcore)
- Freeman PVC (PVC)
- Freeman HD Foam (Gatorfoam)
- Freeman Polystyrene (Ultra Board)
- Freeman Honeycomb (Eco-Board)

The product offered has recycled content or has eco-friendly attributes and is 100% recyclable according to the manufacturer's specifications.

STANDARD SIZES

<table>
<thead>
<tr>
<th>CHOOSE YOUR SIZE:</th>
<th>QTY.</th>
<th>Discount Price</th>
<th>Standard Price</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>7&quot; x 11&quot;</td>
<td>@</td>
<td>47.00</td>
<td>70.50</td>
<td></td>
</tr>
<tr>
<td>7&quot; x 22&quot;</td>
<td>@</td>
<td>47.00</td>
<td>70.50</td>
<td></td>
</tr>
<tr>
<td>7&quot; x 44&quot;</td>
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<td>59.35</td>
<td>89.05</td>
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<tr>
<td>9&quot; x 44&quot;</td>
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<td>68.35</td>
<td>102.55</td>
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<tr>
<td>11&quot; x 14&quot;</td>
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<td>47.00</td>
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<td>99.75</td>
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<tr>
<td>28&quot; x 44&quot;</td>
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<td>171.00</td>
<td>256.50</td>
<td></td>
</tr>
<tr>
<td>20&quot; x 60&quot;</td>
<td>@</td>
<td>171.00</td>
<td>256.50</td>
<td></td>
</tr>
</tbody>
</table>

(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 + 10.1% Tax = Total Cost
CUSTOMER GUIDELINES FOR SUBMITTING GRAPHICS ARTWORK

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

PLEASE PROVIDE THE FOLLOWING WHEN SUBMITTING ART

RASTER ART (photos, logos containing any continuous tone images):
- Art submitted at 1:1 (100%), resolution should be no less than 60 dpi (100 dpi preferred)
- Art submitted at 2:1 (50%), resolution should be no less than 120 dpi (200 dpi preferred)
- Art submitted at 4:1 (25%), resolution should be no less than 240 dpi (400 dpi preferred)

VECTOR ART:
- Logos should be vector and have outlined fonts (if provided as bitmap, please use high-res images)

FONTS and LINKS
- Supply all fonts used in your design (zip Mac fonts). If unsure how to collect fonts, convert them to outlines
- Supply all links used in your document. Use packaging feature if available. If unsure how to collect links, embed them in the file when saving.

COLOR
- If PMS color matching is required, please use original Pantone + Solid Coated swatches in your artwork. Modifying Pantone names will result in printing default color (CMYK)
- CMYK artwork will be produced "As Is". Our color output is balanced and vibrant.
- Convert RGB art to CMYK if possible.
- If you are sending Certified Color Proofs (Gracol, Swop, Fogra), please provide ICC file information used to print your samples. Best option would be to include ICC chart on your prints.

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

ACCEPTABLE FILE SOFTWARE

We are capable of working with both PC and MAC based software, and can accept art created with the ADOBE Creative Suite - Illustrator, InDesign, and Photoshop

Always provide the following:
- Native files with fonts and links (zipped)
- High-res PDF-X/4 exports of the files

ACCEPTABLE FILE TYPES and SUPPORT FILES

NATIVE FILES:
- AI CLOUD (CC) file with Packaged supporting links and fonts. You may keep images linked but Packaging feature must be used.
- AI (CS6, CS5, CS4...) file with embedded links and outlined fonts
- EPS file with embedded links and outlined fonts
- INDD file with Packaged supporting links and fonts

PRINT FILES:
- High-res PDF-X/4 (preferred)
- AI with PDF content (choose this option when saving file)
- EPS files with embedded links and outlined fonts

RASTER OR BITMAP ART:
- Photoshop EPS (preferred, use 8-bit preview, Max, Quality JPG compression)
- PSD (make sure font layers are rasterized)
- TIFF, JPG (quality 8 and higher)

Mac users: Use Zip or StuffIt programs when submitting fonts other than OTF (Open Type Fonts)

WAYS TO SEND ARTWORK

• Files below 10 MB can be delivered via email. Larger files may be posted to Freeman’s FTP site. You may get the password and other needed information from your Freeman service representative in order to post files. However, a hard copy proof and backup of the files on CD-Rom/DVD may be required to be sent via overnight delivery in addition to posting the electronic files. Please call (775) 355-4600 for assistance.
UNION REGULATIONS

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

CARPENTERS UNION

Members of this union claim jurisdiction over all set-up and dismantling of exhibits including signs and laying of carpet. Full time employees of the exhibiting companies may set their own exhibits without assistance in a booth no larger than 10' x 20' provided the exhibit can be set up without the use of power tools or ladders. This does not apply to the unpacking and placement of your merchandise.

If your exhibit is larger than 200 sq. ft., you must use union personnel which can be supplied by the Official Decorating Contractor.

MATERIAL HANDLING

This union claims jurisdiction on the operation of all material handling equipment, all unloading and reloading, and handling of empty containers. An exhibitor may move the material that is hand carryable by one person in one trip, without the use of dollies, hand trucks or other mechanical equipment.

SAFETY

Standing on chairs, tables or other rental furniture is prohibited. The furniture is not engineered to support your standing weight. Freeman is not responsible for injuries caused by improper use of furniture.

TIPPING

Freeman request that exhibitors do not tip our employees. They are paid at an excellent wage scale denoting a professional status and we feel that tipping is not necessary. This applies to all Freeman employees.
If you have questions or need assistance in completing your order, please call your Freeman I & D Representative.

**Straight Time**
- 8:00 A.M. to 4:30 P.M. Monday through Friday
- $123.75
- $173.25

**Overtime**
- 4:30 P.M. to 8:00 A.M. Monday through Friday,
  All day Saturday, Sunday and observed holidays
- $222.25
- $311.25

- 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 man - labor thereafter is charged in half (1/2) hour increments
- Supervisor must check in at Service Desk to pickup labor
- Labor must be canceled in writing, 24 hours in advance to avoid a one (1) hour cancellation fee per worker
- 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 will be: ____________________________ Phone Number: ____________________________

<table>
<thead>
<tr>
<th>Date</th>
<th>Start Time</th>
<th>No. of People</th>
<th>Approx. Hrs. per Person</th>
<th>Total Hrs.</th>
<th>Hourly Rate</th>
<th>Estimated Total Cost</th>
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</tr>
</tbody>
</table>

Freeman Supervision (30%/$45.00) = $
Tax (10.1%) = $
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 will be: ____________________________ Phone Number: ____________________________

<table>
<thead>
<tr>
<th>Date</th>
<th>Start Time</th>
<th>No. of People</th>
<th>Approx. Hrs. per Person</th>
<th>Total Hrs.</th>
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<td></td>
</tr>
</tbody>
</table>

Freeman Supervision (30%/$45.00) = $
Tax (10.1%) = $
Total Dismantle = $

---

If you have questions or need assistance in completing your order, please call your Freeman I & D Representative.
NAME OF SHOW: ________________________________
COMPANY NAME: ________________________________
CONTACT NAME: ________________________________
E-MAIL ADDRESS: ________________________________

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.

**FREEMAN SUPERVISED LABOR**

**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.
**FORKLIFT LABOR**

<table>
<thead>
<tr>
<th>Part #</th>
<th>Description</th>
<th>Advance Price</th>
<th>Show Site Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>304050</td>
<td>Forklift w/operator - up to 5,000 lbs - ST</td>
<td>$181.75</td>
<td>$254.50</td>
</tr>
<tr>
<td>304051</td>
<td>Forklift w/operator - up to 5,000 lbs - OT</td>
<td>$241.50</td>
<td>$338.25</td>
</tr>
<tr>
<td>3040100</td>
<td>Forklift w/operator - up to 10,000 lbs - ST</td>
<td>$205.25</td>
<td>$287.50</td>
</tr>
<tr>
<td>3040101</td>
<td>Forklift w/operator - up to 10,000 lbs - OT</td>
<td>$250.25</td>
<td>$350.50</td>
</tr>
<tr>
<td>3040150</td>
<td>Forklift w/operator - up to 15,000 lbs - ST</td>
<td>$236.25</td>
<td>$330.75</td>
</tr>
<tr>
<td>3040151</td>
<td>Forklift w/operator - up to 15,000 lbs - OT</td>
<td>$296.00</td>
<td>$414.50</td>
</tr>
<tr>
<td>304040</td>
<td>Forklift w/operator - 4-Stage - ST</td>
<td></td>
<td></td>
</tr>
<tr>
<td>304041</td>
<td>Forklift w/operator - 4-Stage - OT</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**RIGGING LABOR**

<table>
<thead>
<tr>
<th>Part #</th>
<th>Description</th>
<th>Advance Price</th>
<th>Show Site Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>3020200</td>
<td>Rigger Foreman - ST</td>
<td>$151.50</td>
<td>$212.25</td>
</tr>
<tr>
<td>3020201</td>
<td>Rigger Foreman - OT</td>
<td>$225.75</td>
<td>$316.25</td>
</tr>
<tr>
<td>3020100</td>
<td>Rigger - ST</td>
<td>$148.50</td>
<td>$208.00</td>
</tr>
<tr>
<td>3020101</td>
<td>Rigger - OT</td>
<td>$222.75</td>
<td>$312.00</td>
</tr>
</tbody>
</table>

**VEHICLE SPOTTING**

<table>
<thead>
<tr>
<th>Part #</th>
<th>Description</th>
<th>Advance Price</th>
<th>Show Site Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>257024</td>
<td>Vehicle Spotting (Round Trip)</td>
<td></td>
<td>$368.00</td>
</tr>
</tbody>
</table>

**INSTALLATION**

<table>
<thead>
<tr>
<th>Part #</th>
<th>Description</th>
<th>Date</th>
<th>Start Time</th>
<th># of Equip/Person</th>
<th>Approx Hrs per Person</th>
<th>Total Hours</th>
<th>Hourly Rate</th>
<th>Estimated Total Cost</th>
</tr>
</thead>
</table>

Describe work to be done:

<table>
<thead>
<tr>
<th>Sub-Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>10.1% Tax</td>
</tr>
<tr>
<td><strong>Total</strong></td>
</tr>
</tbody>
</table>

**DISMANTLE**

<table>
<thead>
<tr>
<th>Part #</th>
<th>Description</th>
<th>Date</th>
<th>Start Time</th>
<th># of Equip/Person</th>
<th>Approx Hrs per Person</th>
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Describe work to be done:

<table>
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<tr>
<th>Sub-Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>10.1% Tax</td>
</tr>
<tr>
<td><strong>Total</strong></td>
</tr>
</tbody>
</table>
Regardless of previous usage, an authorized signature is required at the top of this form and the following information is to be completed.

IMPORTANT NOTE: Hanging structures are permitted in most areas of the Convention Center with the exception of meeting rooms and lobbies. You must comply with all Convention Center weight limitations and hanging structure requirements. Freeman is the exclusive contractor for all ceiling-hung materials. All truss systems must also meet all facility rules and regulations.

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

Type of Material:
Please specify: wood, cloth, metal, plastic, truss, vinyl, etc.

Shape of Structure:
Please specify: square, triangle, rectangle, round, banner, etc.

- truss only [ ] 12” box [ ] 20” box

Number of Signs to be hung:

Size:
- Height
- Length
- Width
- Diameter

Weight of Hanging Structure: (in pounds)
Any hanging structure that weighs in excess of 100 pounds will require the employment of chain motors. Additional crews may be dispatched at the Exhibitor’s expense if deemed necessary by Freeman.
- Are you using chain motor(s)?
  - Quantity:
  - [ ] Chain Hoist
  - [ ] Rotating Motor
  - [ ] Freeman Provided
  - [ ] Exhibitor Provided

Structural Integrity of Hanging Structure
- Please attach CERTIFIED WEIGH BILL and CERTIFIED STRUCTURAL ENGINEERED DRAWING
- Banners not requiring assembly weighing less than 100 lbs DO NOT REQUIRE CERTIFICATION.
- Include a copy of the weight specifications for all Truss Structures
- Refer to Show Management Rules & Regulations for height restrictions
- Exhibitors who comply with all outlined regulations will be given first priority.

Electrical signs must be in working order and in accordance with the National Electric Code. Electrical service requirements must be ordered in advance on the enclosed ELECTRICAL SERVICE order form.
- Does your hanging structure require electricity? [ ] YES [ ] NO
- Does your hanging structure have lights? [ ] YES [ ] NO
- How many people are required to assemble the hanging structure?

Is Your Sign Designed to Rotate? [ ] Yes [ ] No

**HANGING STRUCTURE**
- Install-Date/Time ____________________ AM/PM
- Dismantle-Date/Time ____________________ AM/PM

Please indicate Method of Supervision you require:
- [ ] OK to proceed without Exhibitor Supervision
- [ ] Wait for Exhibitor Supervision
- [ ] Display House to supervise

Please note this is only a request. All dates and times are not guaranteed (depending on work to be performed).

**INBOUND SHIPPING**
- Shipping to Advance Warehouse
  - Deadline for Receipt: MAY 10, 2018
  - Date of Arrival: ____________________ AM/PM

See Reverse side for instructions, installation, equipment, & labor rates.
Please contact Exhibitor Sales at 755.355.4600 for a Truss & Lighting package quote.
INSTRUCTIONS

FREEMAN REQUIRES AN ENGINEER PRINT OF TRUSS AND LIGHTING RIGGING. PLEASE PROVIDE A DWG FILE OF THE RIGGING PLOT WITH LOAD REQUIRED INFORMATION 3 WEEKS PRIOR TO MOVE IN. INCOMPLETE INFORMATION MAY PROHIBIT YOUR TRUSS RIG FROM BEING HUNG.

For pre rigging please contact Freeman for availability.

Lighting Designer Information. Note: (Washington State Convention Center) rigging regulations must be adhered to.

Name: ___________________________ Company Name: ___________________________
Phone: ___________________________ Email: ___________________________

- All Sign Structure/Truss and Motor System orders must be accompanied by both a Weight Certificate and a Certified Structured Engineered Drawing.
- All ground supported truss systems that exceed a height of 12' will require seismic safety cables. Any part of an exhibit or structure must have a supporting base equaling 1/3 the height of the structure on three points.
- All truss systems that are to be suspended from the ceiling will require detailed blue prints that indicate all hanging points and weight loads for each point.
- All truss and motor systems will be operated by Freeman personnel only. At no time, will any Exhibitor Appointed Contractor be permitted to operate the motor controls in raising or lowering truss systems. All Disstage will be handled by Freeman.

CHARGES FOR HANGING - TIME & MATERIAL BASIS

- Standard prices will apply if the hanging sign is not received by the warehouse shipping deadline date.
- Size and weight of structure determines labor & equipment requirements - in most cases 2-man crews will be utilized. 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 will be charged accordingly.
- There will be an additional charge for any cables, connectors, or other equipment needed to assemble or rig structures as well as labor to verify weight on hang points. Recreating of signs by Freeman will be handled on a time and material basis.

***For some events an 8 hour minimum charge of $933.00 each way could apply.***

- One hour minimum per lift crew, assemblor and/or supervisor
- STRAIGHT TIME: 8:00 A.M. TO 4:30 P.M. Monday through Friday
- OVERTIME: 4:30 P.M. TO 8:00 A.M. Monday through Friday
- ALL DAY Saturday, Sunday and on Observed Holidays

SIGN HANGS ONLY

Condition with Crew per hour

<table>
<thead>
<tr>
<th>Time</th>
<th>Rate</th>
<th>Approx. Hours</th>
<th>Cost</th>
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</thead>
<tbody>
<tr>
<td>Straight</td>
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<td>Over</td>
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<td></td>
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<tr>
<td>Time</td>
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</tbody>
</table>

ASSEMBLY CREW/ADDITIONAL LABOR

Assembly Crew or Ground Supervisor

Per Person Per Hour

<table>
<thead>
<tr>
<th>Time</th>
<th>Rate</th>
<th>Approx. Hours</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
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<td>Straight</td>
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<tr>
<td>Time</td>
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</tbody>
</table>

ASSEMBLY ESTIMATE

Approx. Hours @ Hourly Rate = Estimated Cost

INSTALLATION ESTIMATE

Approx. Hours @ Hourly Rate = Estimated Cost

DISMANTLE ESTIMATE

Approx. Hours @ Hourly Rate = Estimated Cost

TOTAL ESTIMATED COST: ___________________________

INSTALLATION

FREEMAN IS RESPONSIBLE FOR ASSEMBLY OF ALL HANGING EQUIPMENT, TRUSS AND SIGNS. No display houses will be allowed to assemble any hanging structures, due to seismic codes. However, they may supervise. Set up instructions must be provided for signs needing assembly建成后 may be done by a display house after Freeman lowers structure. Installation and dismantle times will be established by Freeman per availability of halls and access to area.

METHOD OF SUPERVISION REQUIREMENTS ARE: OK TO PROCEED WITHOUT EXHIBITOR SUPERVISION, THE FOLLOWING APPLIES:

- Must have diagrams and be received in our Warehouse.
- We will make every attempt to coordinate hangs, when possible, prior to your assigned freight target.
- Exhibitors who require labor to hang from the ceiling PRIOR to installing their displays must contact us prior to move-in, to schedule the necessary labor and equipment.
- All hanging material MUST be sent in a separate container directly to the Freeman warehouse, with the special enclosed HANGING MATERIAL labels.
- Deadline for receipt: MAY 10, 2018

EXHIBITOR OR DISPLAY HOUSE SUPERVISION, THE FOLLOWING APPLIES:

- In cases where materials are not delivered to our warehouse with complete instructions & diagrams prior to move-in, please be aware of the following:
  - Exhibit personnel MUST CHECK-IN at the Freeman Service Desk upon receipt of hanging materials at booth. Show site check-ins will not be guaranteed same day or straight time installation. Next day hangs for on-site deliveries will be installed after advance scheduled hangs are completed.
  - Exhibitor understands and agrees that if their representative does not check in at the Freeman Service Desk at the time/ date assigned, we will not be responsible for their rights to have their own supervision.

SHOW SITE ORDERS MIGHT NOT BE ACCEPTED due to advance clearance requirements. Show Site prices will apply to all labor orders placed at show site.

STRUCTURAL INTEGRITY STATEMENT

The enclosed Structural Integrity Statement must be signed by the display house and/or exhibitor, guaranteeing that the stress points for hanging have been engineered properly. Structures will not be hung if, in the opinion of the contractor and/or facility, they are deemed unsafe.

All information must be forwarded to Freeman for approval in advance of move in.

AUTHORIZED BY: ___________________________
DATE: ___________________________

This form must be returned with the following:
- Structural Integrity Statement
- Certified engineered blue print
- Drawing indicating height, length and width dimensions
- Certified weight bill
- Orientation drawing showing position within the booth space and height from the floor to the top of the sign.
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 INTA 140th Annual Meeting / May 19 - 23, 2018 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, WASHINGTON STATE 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.
All materials and equipment are on a rental basis.

ORDERS RECEIVED AT SHOW SITE OR WITHOUT PAYMENT WILL COST AN ADDITIONAL 40% OVER PRICES INDICATED.

NAME OF SHOW: INTA 140th Annual Meeting / May 19 - 23, 2018

COMPANY NAME: ________________________________________  BOOTH #: ____________________________

CONTACT NAME: _________________________________________  PHONE #: _________________________________

E-MAIL ADDRESS: ________________________________________

For Assistance, please call 775-355-4600 to speak with one of our experts.

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

ALL HANGING STRUCTURES OVER 250 LBS. WILL REQUIRE A CHAIN HOIST

<table>
<thead>
<tr>
<th>CHAIN HOIST</th>
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<tbody>
<tr>
<td>Description</td>
</tr>
<tr>
<td>1/4 Ton Chain Hoist (up to 500 lbs.)</td>
</tr>
<tr>
<td>1/2 Ton Chain Hoist (up to 1,000 lbs.)</td>
</tr>
<tr>
<td>1 Ton Chain Hoist (up to 2,000 lbs.)</td>
</tr>
</tbody>
</table>

Please call for custom quote if ordering more than five chain hoists or rotating motors.

<table>
<thead>
<tr>
<th>FREEMAN SIGN RIGGING SUPERVISION W/ADDITIONAL EQUIPMENT (Per Hour, 1 Hour Minimum)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Description</td>
</tr>
<tr>
<td>FREEMAN SIGN RIGGING SUPERVISION W/ADDITIONAL EQUIPMENT (Per Hour, 1 Hour Minimum)</td>
</tr>
<tr>
<td>Rate applies when additional equipment is used (i.e. chain motor, hoist, truss, etc.)</td>
</tr>
<tr>
<td>ST.....$123.75</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>TRUSS SYSTEMS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Description</td>
</tr>
<tr>
<td>12&quot; Silver Box Truss</td>
</tr>
<tr>
<td>12&quot; Black Box Truss</td>
</tr>
<tr>
<td>20.5&quot; Silver Box Truss</td>
</tr>
<tr>
<td>20.5&quot; Black Box Truss</td>
</tr>
</tbody>
</table>

INSTRUCTIONS

- All rigging must conform with Show Management rules, regulations and facility limitations.
- Freeman is the exclusive provider of rigging services, truss and chain motors.
- Rigging Plots must be submitted in advance by exhibitor. These plots must show the location of the hang points, the height above the floor of the hang points, the weight of each point and the booth outline with the surrounding booth numbers for reference.
- Any special equipment required will be billed at prevailing rates. Prices are for the entire show.
- Lighting can be rented from the official audio visual company, Freeman, or may be brought in or rented from other sources, but will incur drayage charges.
- **ELECTRICAL SERVICE** requirements must be ordered in advance.
- For Lift and overhead rigging crew, use the “Hanging Sign Labor” order form.

SUPPORTING DOCUMENTS CHECKLIST

- Rigging Plot
- Structural Integrity Statement
- Hanging Signs Order Form
- Electrical Order Form

No Material Handling Charges on Chain Hoists and Truss Systems Ordered from Freeman

QUICK TIPS FOR EASY EXHIBITING

- Please remember to sign the required Structural Integrity Statement. Orders received without an Authorized Signature will not be placed until received.
- If you have any questions or need assistance with any items not listed, please call and ask for your Exhibitor Sales Representative.

TOTAL

Subtotal + 10.1% Tax = Total Cost

All materials and equipment are on a rental basis.

**ORDERS RECEIVED AT SHOW SITE OR WITHOUT PAYMENT WILL COST AN ADDITIONAL 40% OVER PRICES INDICATED.**
Your Service is Our Priority

Here at the Washington State Convention Center we understand how critical our facility services are to the success of your exhibition. To achieve the best possible service delivery and coordination, WSCC offers an innovative ordering process—Priority Exhibitor Services.

Gone are the days of submitting multiple order forms and booth plans or managing separate invoices for your venue services. As the world gets busier and more connected, WSCC is committed to meeting you where your need us most - Online and Onsite.

If you need venue services that are not listed on our online Priority Exhibitor Services portal, contact your Exhibitor Services Representative to place your order†.

Contact your Exhibitor Services Representative:
exhibitor.services@wscc.com
(206) 694-5015

If you believe you are eligible for tax exemption, or would like to pay by check or wire transfer you cannot order online. Please call or email us to obtain the order forms†.

†Orders not placed online may result in a processing fee.
*Exclusive partner

Links not working or inactive? Paste this URL into your browser to directly access your Priority Exhibitor Services portal:
www.wscc.com/exhibitorservices
**LEAD RETRIEVAL SCANNER RENTAL**

**Deadline for advance orders is May 14th, 2018**

**Please Type or Print Clearly**

<table>
<thead>
<tr>
<th>Company Name</th>
<th>Contact</th>
<th>Booth Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address</td>
<td></td>
<td></td>
</tr>
<tr>
<td>City</td>
<td>State</td>
<td>Zip</td>
</tr>
<tr>
<td>Phone</td>
<td>Fax</td>
<td>email</td>
</tr>
<tr>
<td>Onsite Contact</td>
<td>Fax</td>
<td>email</td>
</tr>
</tbody>
</table>

**Scanner Options**

- **□ Leadr Phone App:** (includes: Phone app for iPhone and Android) **[Price: $400 / $450]**
  - **“This unit requires token! You will be emailed the token a week before the show!”**

- **□ Handheld PDA Reader:**
  - (includes: Wireless Handheld Scanner. Leads will be e-mailed to the address above) **[Price: $375 / $400]**

- **□ Handheld PDA Reader with Ad Hoc Notes:**
  - (includes: Wireless Handheld Scanner with notes. Leads will be e-mailed to the address above) **[Price: $475 / $500]**

- **□ Handheld PDA Reader with Wireless Printer:**
  - (includes: Wireless Handheld Scanner with notes. Leads will be e-mailed to the address above) **[Price: $500 / $525]**

- **□ Handheld PDA Reader with Wireless Printer and Ad Hoc Notes:**
  - (includes: Wireless Handheld Scanner with notes. Leads will be e-mailed to the address above) **[Price: $600 / $625]**

**Additional Services**

- **□ Personalized Qualifiers:**
  - Allows you to attach your specific qualifiers, products, or services to a prospect’s information. **[Price: $60 / $90]**
  - **“Please attach a list of your sales qualifiers only if you purchase this service.”**

- **□ Delivery and Set-up:**
  - **Date:**
  - **Time:**
  - **“Please complete only if you purchase the delivery option. If not, you may pick up the unit at the service desk.”**
  - **[Price: $55 / $55]**

- **□ USB Jump Drive with your leads:**
  - All equipment must be returned at the end of the show to avoid additional charges as stated in the terms and conditions below.

**Total $_________**

**Accepted Methods of Payment**

| ( ) Check | ( ) Visa | ( ) American Express | ( ) MasterCard | Total $_________ |

| Account # | Exp. Date | Signature |

**TERMS AND CONDITIONS**

1. Custom Registration agrees to provide the equipment and services listed in this agreement at the prices stated.
2. Custom Registration shall not be liable for any incidental or consequential damages arising from the loss of information, for any reason, arising from or related to Custom Registration’s equipment. Custom Registration’s liability for damage for any cause whatsoever shall be limited to the total price for the goods and services provided by Custom Registration.
3. Customer hereby agrees to immediately pay Custom Registration for any damage to said equipment or any loss of said equipment. Loss of a PDF scanner, reader, printer, or download unit requires a payment of $2,500.00 from exhibitor to Custom Registration.
4. Custom Registration must receive cancellation requests at the address on this agreement at least one week prior to the opening of this event. Requests for cancellation that are received by this deadline will be refunded in an amount to 75% of the total price of the order. Cancellation requests or refunds will not be accepted after this deadline.
5. It is agreed that the governing law pertaining to this contract will be the law of the State of Texas.
LEAD TRACKING SYSTEM

The lead tracking system is a compact device that allows you to scan a barcode on an attendee’s name badge, and automatically capture his or her name, company, address, phone, fax, and email address. Leads will be emailed within 24 hours after the event.

**Handheld System:**
Record contact information and use standard qualifiers.

**Handheld w/ Ad Hoc Notes:**
Record Contact information, type notes, and use standard qualifiers.

**Handheld w/ Printer System:**
Record contact information, use standard qualifiers, and receive a print out of each lead.

**Handheld w/ Printer System/Ad Hoc notes:**
Record Contact information, type notes, use standard qualifiers and receive a print out of each lead.

**Additional Services include:**
**Personalized Qualifiers**—are questions, services, or products that you would like to attach to a lead. Qualifying is an excellent way to determine what action should be taken after the event.
**System Delivery & Setup**—just let us know the day and time that your representative will be available for us to deliver your reader system to your booth.
**Jump Drive**—get your leads on a jump drive.

PLACE YOUR ORDER NOW TO ENSURE AVAILABILITY!

If you have any questions about lead tracking services or need more information to make your decision, please feel free to give us a call at (817) 277-7187. A representative will be glad to assist you.

Complete the order form included in the Exhibitor Service Kit and send to:
Custom Registration, Inc.
2001 E. Randol Mill Road, Suite 135
Arlington, TX 76011
**Flowers and plants say it best!** Add flowers and plants to your booth or stage or special event to complete the visual ambiance with style and warmth, thereby providing the finished look that you want to show your guests and customers.

### Green Plant Rental

(If not specifically requested, the green plants will be from a selection of Ficus, Schefflera, Palm, Dracaena, Spathiphylum & others. Decorative containers holding the plants will be assumed to be black contemporary cylinders unless white or terracotta or baskets are requested. Other containers and Bamboo and Northwest trees and foliage are also available upon special request.)

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Price</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>3' Plant</td>
<td>39.50</td>
<td></td>
</tr>
<tr>
<td>4' Plant</td>
<td>49.50</td>
<td></td>
</tr>
<tr>
<td>5' Plant</td>
<td>59.50</td>
<td></td>
</tr>
<tr>
<td>6' Plant</td>
<td>69.50</td>
<td></td>
</tr>
<tr>
<td>7' Plant</td>
<td>79.50</td>
<td></td>
</tr>
<tr>
<td>Small Fern (6&quot; Pot)</td>
<td>25.00</td>
<td></td>
</tr>
<tr>
<td>Large Fern (10&quot; Pot)</td>
<td>35.00</td>
<td></td>
</tr>
</tbody>
</table>

### Blooming Plant Rental

(Unless otherwise specified all arrangements will be designed in a vase with a traditional & colorful all round style)

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Price</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chrysanthemum</td>
<td>Yellow</td>
<td>20.00</td>
</tr>
<tr>
<td>Begonia or Kolanchoe</td>
<td>Red</td>
<td>25.00</td>
</tr>
<tr>
<td>Azalea or Cyclamen</td>
<td>Red</td>
<td>30.00</td>
</tr>
<tr>
<td>Bromeliad</td>
<td>Red</td>
<td>35.00</td>
</tr>
<tr>
<td>Hydrangea</td>
<td>Blue</td>
<td>35.00</td>
</tr>
</tbody>
</table>

### Fresh Flower Designs

(Unless otherwise specified all arrangements will be designed in a vase with a traditional & colorful all round style)

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Price</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arrangements, Small (approx. 1 ft. to 1.5 ft.)</td>
<td>45.00</td>
<td></td>
</tr>
<tr>
<td>Arrangements, Medium (approx. 1.5 ft. to 2 ft.)</td>
<td>65.00</td>
<td></td>
</tr>
<tr>
<td>Arrangements, Large (approx. 2 ft. to 3 ft.)</td>
<td>85.00</td>
<td></td>
</tr>
</tbody>
</table>

For tropical flowers in arrangements, please add $10.00 dollars and check this box ☐

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**Payment Policy:** All orders must be paid in full prior to delivery.

**Quantity Order Discounts:** Available upon request for budgets exceeding $350.

**Rental Policy:** Unless other arrangements have been made all items to be left in booth at end of show. All prices include installation, servicing, container, & removal. Substitutions (same size, different plant) may be necessary due to availability and at the discretion of IWF.

**Cancellation Policy:** Items canceled within three days of the show will be charged at 50% of original order.