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Exhibitor Services Manual



Modern Expo & Events is pleased to have been selected as the **Exclusive Exhibitor Services Contractor** for **eRevolution** and **The Big Gear Show**. We have created this **Exhibitor Services Manual** to assist you in preparing for a successful show. In this Manual, you will find:



Important Show Dates & Information

Service Order Forms, including:

- Material Handling
- Vehicle Spotting
- Booth Furnishings
- Labor
- Electrical Service (through Colorado Convention Center)



On-line Ordering Instructions



Payment Instructions



Terms & Conditions

We stand ready to assist you with any of your exhibiting needs. Please contact our professional Exhibitor Service Team with any questions you might have.



801-983-8160

Exhibitor Services



expo@modernexpo.com

All questions regarding the show's policies, space assignments, display limitations, and event schedule should be directed to the Association sponsoring the show.

(e)revolution:



949-444-8805

Lance Camisasca



lance@lostpaddle.com

Big Gear:



310-489-3281

Kenji Haroutunian



kenji@lostpaddle.com



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eRevolution + The Big Gear Show

June 8—11, 2023

Colorado Convention Center, Denver, CO

Discount Order Deadline: May 19,2023



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SHOW INFORMATION

Show Schedule

Exhibitor Move In:	Tuesday, June 6, 2023	10:00 AM - 6:00 PM	VIP ONLY
	Wednesday, June 7, 2023	8:00 AM - 8:00 PM	

Exhibit Hours:	Thursday, June 8, 2023	10:00 AM - 6:00 PM
	Friday, June 9, 2023	10:00 AM - 4:00 PM
	Saturday, June 10, 2023	10:00 AM - 6:00 PM
	Sunday, June 11, 2023	10:00 AM - 4:00 PM

Exhibitor Move Out:	Sunday, June 11, 2023	4:00 PM - 9:00 PM
	Monday, June 12, 2023	8:00 AM - 12:00 PM

All Exhibitor materials must be removed from the exhibit space by 12:00 PM on Monday, June 12, 2023. Outbound freight not removed from the hall by 11:00 AM will be forced out at exhibitor's expense.

Important Deadlines

Friday, May 19, 2023 Pre-Order Discount Deadline: all orders must be received along with full payment to qualify for discounted pricing.

Monday, May 22, 2023 First Day Advanced Warehouse Freight Delivery

Thursday, June 1, 2023 All Advance Shipments must be received in warehouse. Late fee may apply to shipments arriving after this date.

Monday, June 6, 2023 Direct to Show shipments may begin to arrive at exhibit facility.

Friday, May 12, 2023 Specialty Furniture order deadline. No orders will be accepted after this date.

Booth Package & Show Colors

Each 10' x 10' booth space consists of the following equipment:	8' High Back Drape	Drape Color:	Black
	3' High Sided Drape	Aisle Carpet Color:	Black
	7" x 44" Booth ID Sign		

Shipping Addresses

Advance to Warehouse Address:

Exhibiting Company Name & Booth #
eRevolution + The Big Gear Show
C/O Modern Expo & Events
YRC
14700 Smith Road
Aurora, CO 80011

Direct to Show Site Address:

Exhibiting Company Name & Booth #
eRevolution + The Big Gear Show
C/O Modern Expo & Events
Colorado Convention Center
700 14th Street
Denver, CO 80202

NOTE: Exhibitor freight shipped directly to the convention center MUST be consigned to Modern Expo & Events or it may be refused. Freight arriving direct to show site outside of above dates may be refused or held for a fee charged directly to the exhibitor.



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Official Exposition Service Provider

Modern Expo & Events has been selected by Show Management as the Official Exposition Service Provider for **eRevolution + The Big Gear Show 2023**. Our team of experts will help you plan and execute a successful show. As the Official Exposition Service Provider, there are several services that we provide on an exclusive or preferred basis for exhibitors. Taking advantage of these services and Modern's experience and expertise, will help you save money, time and hassle and insure a successful show.

Modern Expo & Event Show Services

- **Material Handling**
- **Booth Furniture & Accessories**
- **Forklift, High Lift & Hanging Services**
- **Labor, Installation & Dismantle Services**
- **Carpet & Floor Covering**
- **Signage & Graphics**
- **Custom Exhibit & Booth Design**

Please make use of this Exhibitor Service Kit to order the equipment and services you will need **IN ADVANCE** to avoid show site delays. Order equipment and services by the **DISCOUNT ORDER DEADLINE** of **May 19, 2023** and **SAVE!**

Ways to Order

This Exhibitor Service Manual contains various equipment rental and service order forms for your information and use. In addition to Modern Expo & Event forms, you may find forms enclosed for services provided by the convention facility or other providers. Please pay special attention to insure that all forms and payments are directed to the proper provider indicated on each order form. There are three convenient ways to place your orders with Modern Expo & Events:



Online:

Login & Place Orders at:
www.modernexpo.com
First-time users will need to register. Please click on the "Register" box and follow prompts.



Fax or Email:

Fax completed order forms to:
(801) 521-3040

Email completed order to:
expo@modernexpo.com



Mail:

Mail completed order forms and payment to:
Modern Expo & Events
3370 W 500 S
Salt Lake City, UT 84104

Safety First!

Exhibit Halls, Docks, Trade Show Floors and Surrounding Areas are **ACTIVE WORK ZONES** where machinery and lifts are in active use and other hazards exist. Your presence in these areas, along with the presence of your employees, agents, contractors, and representatives is allowed at **YOUR OWN RISK**. If you are concerned about show site safety or need additional information, please contact our Exhibitor Service Team or visit the show site Exhibitor Service Center.



CAUTION





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Payment Calculation

Modern Expo & Events requires payment to be received with all orders. Payment may be made by company check drawn on a US bank, credit card, ACH or bank wire transfer. We do not accept personal checks.

This calculation is an estimate and may not reflect the balance of charges due on final invoice.

Checks should be made payable to:
Modern Expo & Events
(Personal checks are not accepted)

Bank Wire Transfer Information (Domestic)
Bank of America, NA
ABA# Please call ACT# Please call
(A fee of \$25.00 will be added to each wire transfer)

Bank Wire Transfer Information (International)
Bank of America, NA
SWIFT# Please call ACCT# Please call
(A fee of \$25.00 will be added to each wire transfer)

SERVICES	TOTAL FROM ORDER FORMS
Material Handling	\$
Vehicle Spotting Service	\$
Booth Furnishings—Tables	\$
Booth Furnishings—Chairs & Access.	\$
Carpet	\$
Labor/Forklift/Sign Hanging	\$
Audio Visual	\$
Labor/Forklift/Sign Hanging	\$
Booth Cleaning	\$
Signage & Graphics	\$
Specialty Furniture	\$
SUB TOTAL:	\$
Colorado Sales Tax 8.81%	\$
TOTAL DUE:	\$

! **IMPORTANT:** Please return this completed form with payment to Modern Expo & Events. Email: expo@modernexpo.com. Fax: (801) 521-3040 or order online at www.modernexpo.com and click "Exhibitor Order" box in upper left corner.

Credit Card Authorization

This form must be completed and returned regardless of form of final payment.

Card Type: Visa MasterCard American Express Discover Card

Card Number: _____ Expiration Date: _____ CVV2 Code: _____

Card Holder Name: _____ Card Holder Signature: _____

Card Billing Address: _____

Company Name: _____ Show Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

Authorized By: _____ Email: _____

Signature: _____ Booth #: _____



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Material Handling Estimate

- Crated, boxed, or skidded materials will be received at the Modern Expo & Events warehouse up to 30 days in advance of show, and one day before exhibitor move in for show site shipments. Please make note of Advance and Show Site receiving dates listed in the Quick Facts section of this Service Manual.
- Materials will be delivered to respective booths. Any materials received without a form of payment attached for Material Handling will be held until payment is made.
- Empty containers, with Empty/Storage labels, will be removed and stored until the end of the show. At that time, they will be returned to the original booth. Exhibitors are responsible for obtaining Empty/Storage labels from the Exhibitor Service Desk and affixing them to containers.
- Once materials are prepared for shipment, and the Modern Expo & Events Bill of Lading is filled out, they will be taken to the dock and loaded onto designated carriers.

! IMPORTANT: Please refer to the **Material Handling Instructions** page for **DEFINITIONS** and **INSTRUCTIONS** to properly calculate your Estimated Material Handling charges

! IMPORTANT: The Colorado Convention Center allows Exhibitors to **HAND CARRY** materials to their booth space. **The use of wheeled dollies, carts, trollies, pallet jacks, etc. is strictly prohibited.** Cart service is available for exhibitors that require assistance in moving their materials. Please visit the Service Desk for assistance.

! IMPORTANT: Exhibitors are allowed to transport their materials via **PRIVATELY OPERATED VEHICLES (POV)**. POV's include private sedans, small vans, SUVs, or pick-up trucks. Any other vehicle is considered a **COMMERCIAL VEHICLE** and is subject to **MATERIAL HANDLING** charges.

ADVANCE SHIPMENTS TO WAREHOUSE		
CRATED or SKID LOADED MATERIALS		
	Per CWT*	MIN. CHARGE
On-time	\$120.00	\$240.00
Off- target (+25% surcharge)	\$165.00	\$330.00

Calculation Formula: _____ lbs. / 100 = CWT. _____ CWT x RATE = Est. Material Handling
Weights should be rounded to nearest 100 lbs. **Minimum charge = 200 lbs.**

DIRECT SHIPMENTS TO SHOW SITE		
CRATED or SKID LOADED MATERIALS		
	Per CWT*	MIN. CHARGE
On-time	\$110.00	\$220.00
Off- target (+25% surcharge)	\$155.00	\$310.00

Calculation Formula: _____ lbs. / 100 = CWT. _____ CWT x RATE = Est. Material Handling
Weights should be rounded to nearest 100 lbs. **Minimum charge = 200 lbs.**

SHIPMENTS REQUIRING SPECIAL HANDLING		
UNCRATED, UNBOXED, RACKED, SHRINKWRAPPED BAGGED, STACKED or HEAVY MACHINERY		
	Per CWT*	MIN. CHARGE
On-time	\$156.00	\$312.00
Off- target (+25% surcharge)	\$196.00	\$392.00

Calculation Formula: _____ lbs. / 100 = CWT. _____ CWT x RATE = Est. Material Handling
Weights should be rounded to nearest 100 lbs. **Minimum charge = 200 lbs.**

SMALL PACKAGE SHIPMENTS		
CARTONS, ENVELOPES, EXPRESS SHIPMENTS, ETC.		
Max. weight 50 lbs. and/or 3 packages per shipment.	FIRST PKG.	ADD'L. PKG. (EA)
On-time	\$75.00	\$55.00

PAGE TOTAL	\$
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Company Name: _____ Booth #: _____



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Material Handling Instructions

How to Ship to Advance Warehouse & Direct to Show Site:

- Remove all old shipping and empty storage labels from items to be shipped.
- Fill out and attach enclosed Advance to Warehouse or Direct to Show Site labels included (or exhibitor generated facsimilies containing all pertinent information).
- Take the time to insure that your shipments are properly packed and packaged. ME&E is not responsible for goods damaged in shipping (see Terms & Conditions).
- Choose a carrier with trade show experience and schedule a pick-up of your shipment. Confirm that your selected carrier is able to meet the shipping and receiving deadlines for your show.
- Do not send blanket wrapped or uncrated shipments to the Advance Warehouse. Ship these items directly to Show Site.
- Consign all DOMESTIC shipments to Modern Expo & Events.
- Complete and submit enclosed Material Handling Estimate form.
- A properly filled out Bill of Lading must accompany all shipments. Certified weight tickets must accompany all shipments.
- Confirm receipt of your shipment (advance shipments only) with the ME&E team before travelling to show site.
- For INTERNATIONAL shipments, or for other Material Handling questions, please contact our Exhibitor Service team at (801) 983-8102 or expo@modernexpo.com.

Benefits of Advance Shipping to Warehouse:

- Storage of materials for up to 30 days prior to your show.
- Delivery of materials directly to your booth space prior to your scheduled move-in time.
- Convention centers, hotels and other event facilities may not have the capability to receive and store your shipments prior to your show dates.

Freight Carriers: Select a carrier with trade show experience. Be sure to give your carrier specific instructions, including dates and times when shipments must be delivered and picked up. Delivery and pick-up times for trade shows often fall outside of “normal” hours, so make sure your carrier is capable of meeting target dates and times.

Estimating Material Handling Charges: Material Handling charges are based on the weight of the shipment. Shipments are billed in 100 lb. increments (CWT), rounded up to the nearest 100 lbs. There is a minimum charge of 200 lbs. (2CWT) on many shipments. Please refer to the Material Handling Estimate page for pricing details. ME&E cannot and will not accept collect or COD shipments. Crated and uncrated shipments must be separated on individual Bills of Lading with separate weight tickets. Failure to separate crated and uncrated shipments will result in the entire shipment being classified as Special Handling and charge as such.

DEFINITIONS:

Crated Materials are materials that are skidded, crated or in any type of container that can be unloaded at dock level with no additional handling required.

Uncrated/Special Handling Materials are materials that are loose, shrink or pad wrapped, bagged, not skidded or that cannot be unloaded at dock level without additional handling.

Small Package Shipments are cartons or envelopes received without documentation (usually via carriers such as UPS, FedEx, etc.). Maximum weight is 50 lbs. per shipment, per delivery. Maximum of three (3) packages per shipment. All shipments received via air carrier or air freight forwarders that do not fall under the Small Package category, or that include more than 3 packages per shipment, may be subject to Special Handling charges.

Transportation Surcharge is charged for shipments that are delivered or picked up “off target” or outside of designated freight delivery and pickup times and dates. See Quick Facts page for designated delivery dates for your show.

Outbound Freight Only is freight handled only at the close of the show. Material Handling fees for Outbound Only shipments include moving materials from your booth space to the dock and loading on your designated carrier.

Machinery Labor and Equipment: Labor and equipment used for uncrating, un-skidding, positioning, leveling installing, dismantling, re-crating and re-skidding must be ordered separately. See the **Forklift** and **Labor** forms to order these services.

Storing Empty Containers: Properly labeled empty shipping containers will be removed from your booth space and stored. They will be returned to you as quickly as possible following the close of the show. Depending on the size of the show, it can take between two and twelve hours to return all empty containers. Please plan accordingly. Empty/Storage labels are available from the Exhibitor Service Desk and must be filled out and attached to your containers when they are ready to be removed. Do not store any material or equipment that you need to access during the show in a container with an Empty/Storage label. If you need to access your container, obtain Accessible Storage labels from the Exhibitor Service Desk. Accessible storage fees may apply. Empty crate storage may not be secure.



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Material Handling Instructions

Outbound Shipments: Each outbound shipment must have a completed ME&E Bill of Lading accompanying the shipment. Bills of Lading are available at the ME&E Exhibitor Service Desk. Exhibitors will need to make their own arrangement for pick-up with their designated freight carrier. An exhibitor representative should remain on-site to insure that your shipment is picked up as planned. Any shipments that remain on show site past the outbound shipping deadline will be forced out on ME&E's carrier of choice at the exhibitors sole expense. ME&E does not provide carrier shipping label

End-of-Show Outbound Shipping Instructions:

- Exhibitors are responsible for providing pre-printed labels for their outbound shipments. If you do not have pre-printed labels, you can create them online on the website of your designated carrier. Print the labels and place them on all containers in your shipment.
- Schedule pick-up with your designated carrier. This includes small package services such as UPS, FedEx, as well as larger freight carriers such as YRC, UPS Freight, etc. If you do not have a preferred carrier, we can re-route your shipment via our preferred carrier, YRC Freight. You are responsible for all shipping charges.
- Fill out a ME&E Bill of Lading. Please make sure to make a selection in the designated are of the Bill of Lading that lets us know what you would like us to do with your shipment if your carrier fails to pick it up.
- Once you have filled out your Bill of Lading, scheduled pick-up with your carrier, and properly packaged your materials, leave your boxes in the center of your booth space and return the Bill of Lading to the Exhibitor Service Desk. This lets us know your shipment is ready for pick-up and we will then retrieve your shipment, move it to the dock and load it onto your designated carrier when they arrive.

SPECIAL HANDLING EXAMPLES



Side Loading



Uncrated or Loose Items



Stacked or Cubed Out



Multiple Shipments



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Advance to Warehouse Shipping Labels

ADVANCE TO WAREHOUSE

EXHIBIT MATERIAL PLEASE RUSH TO:

Exhibitor Name

Booth #

eRevolution + The Big Gear Show
C/O Modern Expo & Events
YRC Freight
14700 Smith Road
Aurora, CO 80011

MODERN EXPO + EVENTS

DELIVERY DEADLINE FEES MAY APPLY AFTER June 1, 2023



ADVANCE TO WAREHOUSE

EXHIBIT MATERIAL PLEASE RUSH TO:

Exhibitor Name

Booth #

eRevolution + The Big Gear Show
C/O Modern Expo & Events
YRC Freight
14700 Smith Road
Aurora, CO 80011

MODERN EXPO + EVENTS

DELIVERY DEADLINE FEES MAY APPLY AFTER June 1, 2023



! **IMPORTANT:** Affix at least one label to each container. Make copies if additional labels are needed. **Hazardous materials will not be accepted at Advance Warehouse.**



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Direct to Show Site Shipping Labels

DIRECT TO SHOW SITE

EXHIBIT MATERIAL PLEASE RUSH TO:

Exhibitor Name _____ Booth # _____

eRevolution + The Big Gear Show
C/O Modern Expo & Events
Colorado Convention Center
700 14th Street
Denver, CO 80202

DO NOT DELIVER PRIOR TO June 6, 2023

DIRECT TO SHOW SITE

EXHIBIT MATERIAL PLEASE RUSH TO:

Exhibitor Name _____ Booth # _____

eRevolution + The Big Gear Show
C/O Modern Expo & Events
Colorado Convention Center
700 14th Street
Denver, CO 80202

DO NOT DELIVER PRIOR TO June 6, 2023

! **IMPORTANT:** Affix at least one label to each container. Make copies if additional labels are needed. **Hazardous materials will not be accepted at Show Site.**



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Cart Service & Use of Material Handling Equipment

 **Cart Service is offered to exhibitors arriving in Privately Operated Vehicles (POV)** that have small items that need to be moved from the dock to their booth space. Cart Service is intended for single trip use only. It is not intended as a method for moving large quantities of merchandise. All items must fit on a cart that is approximately 3’ w x 5’ l and can be no more than 3’ h. If your items are too large or too numerous to be moved with Cart Service, you may order labor and forklift service to move your items.

Cart Service is limited to not more than eight (8) pieces and may not exceed 250 lbs. in weight.

Cart Service is limited to one (1) trip per POV.

Crated and palletized items do not qualify for Cart Service. Forklift service is available for crated and palletized items.

POV’s will be unloaded at a specific dock area. Please proceed to the designated POV waiting area and wait to be directed to the dock space to unload.



CART SERVICE			
ITEM DESCRIPTION	QTY.	RATE	TOTAL
Install Cart Service		\$175.00	\$
Dismantle Cart Service		\$175.00	\$
		TOTAL:	
<i>Price is for one round-trip per POV.</i>			

! IMPORTANT: Exhibitors are allowed to **HAND CARRY** materials to their booth space. **The use of wheeled dollies, carts, trollies, pallet jacks, etc. by exhibitors is strictly prohibited.**

! IMPORTANT: Exhibitors are allowed to transport their materials via **PRIVATELY OPERATED VEHICLES (POV)**. POV’s include private sedans, mini vans, SUVs, or pick-up trucks. Any other vehicle is considered a **COMMERCIAL VEHICLE** and is subject to **MATERIAL HANDLING** charges.

! IMPORTANT: Exhibitors are prohibited from using or borrowing Modern Expo & Events equipment without their express permission. All electric scooters, man movers or flat carts are prohibited except for use by Show Management, Facility and Modern Expo & Events.

PAGE TOTAL \$

Company Name: _____ Booth #: _____

Registered exhibitors with reserved space who wish to use their outdoor mobile exhibits to exhibit at (e)revolution can take advantage of this special cost-saving program that will allow them to bring their showroom* onto the show floor in the convention center, set up their exhibit, and be ready for business.
 *subject to approval



Vehicle Spotting Service provides exhibitors with experienced staff that will ensure aisles are clear, give directions and maintain safety watch to ensure that vehicles are moved safely and efficiently.

Vehicle Spotting Costs		Optional Electrical Hookup	
Exhibit Space Size (Square feet)	Roundtrip Cost*	Electrical Service	Cost*
100 – 499	\$350	5 amps or 500 watts Single Outlet	\$120
500 – 1,199	\$450	10 amps or 1000 watts Duplex Box	\$140
1,200 or larger	\$550	20 amps or 2000 watts Quad Box	\$155

*Cost is per vehicle placement.

* For the duration of the show

Roundtrip: vehicle in (setup) and out (breakdown)

Mobile Showroom Criteria for Show Program

A mobile showroom is considered something that the exhibitor can drive into the exhibit hall and be spotted in the assigned exhibited space, such as one of the following:

- Mobile display, concession, or pop-up store trailer
- Sprinter-style van or similar
- A vehicle with a trailer is permitted as one vehicle.
- Multiple trips/spotting of the same vehicle is not in the spirit of the program, at any price, and is not allowed.
- All spotted vehicles, trailers, etc., must fit within the registered space – nothing outside the space boundaries will be permitted.
- Vehicles with an internal combustion engine staged in the convention center must conform to the Colorado Convention Center requirements detailed in the [Exhibitor Services Manual](#).
- Generators are prohibited inside the Colorado Convention Center – order optional electrical service if the showroom requires electricity. **Order electrical service directly from the Convention Center using the links in the [Exhibit at an Event](#) page on their website.**

Modern Expo will have final authority on what qualifies for this program.

For more information or to discuss details, contact Modern Expo



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Labor Jurisdictions—Colorado Convention Center

 All decorating, display and material handling labor related to conventions, trade shows, promotional displays and consumer shows held in the Colorado Convention Center is to be performed by the Official Service Contractor.

DISPLAY AND EXHIBIT WORK—INSTALLATION, DISMANTLING AND DECORATING:

Full-time employees of an exhibiting firm may install and dismantle their own respective company display, if such work can be completed in less than sixty (60) minutes without the use of mechanized tools. Any outside or additional labor required for installation or decorating of displays is to be performed by the Official Service Contractor or by any other party signatory to the IATSE Local 7 under the guidelines established the International Association for exhibition management.

MATERIALS DELIVERED TO OR PICKED UP FROM SHOW/JOB SITE:

All materials received, other than those arriving in exhibitor owned vehicles (POV) as described below, will be handled by the Official Service Contractor. Please refer to the enclosed Material Handling pages for more information and/or to order service.

EXHIBITOR OWNED/PRIVATELY OWNED VEHICLES (POV):

Exhibitors, show organizers and other clients may handle their own materials which can be carried by hand, by one person, without the use of wheeled or mechanical aids. Exhibitors may not bring or use carts, dollies, hand trucks, pallet jacks or other material handling equipment that may interfere with the operations of the Official Service Contractor. This policy is strictly followed.

All materials, other than exhibitor handled materials as described above, are chargeable as material handling and will be handled through the Official Service Contractor. There are no storage facilities available for materials handled by exhibitors.

Space is limited at show site. To ensure the orderly move-in and move-out of the show, all docks and vehicle traffic are under the exclusive control of the Official Service Contractor. As conditions permit, space may be made available for exhibitor owned vehicles (POV) to load or unload. One person should remain with the vehicle at all times. Due to volume and time constraints, exhibitor owned vehicles must be capable of being loaded/unloaded within fifteen (15) minutes.

Exhibitors wishing to obtain assistance in moving their materials from their exhibitor owned vehicle to their booth space may order **Cart Service** in the enclosed order forms.

Exhibitor owned vehicles are not allowed to drive into the exhibit hall to load/unload. Exhibitors wishing to display a vehicle should order **Vehicle Spotting Service** in the enclosed order forms.

Any questions should be directed to the Official Service Contractor or Show Management.

TIPS AND GRATUITIES:

Tips or gratuities for labor personnel are strictly prohibited. They are not expected and should not be offered.



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Standard Booth Furnishings—Tables

Skirted Tables & Counters



Skirted Table—Available in 4', 6' and 8' lengths and 30" and 42" (counter) heights.

ITEM DESCRIPTION	QTY.	DISCOUNT	STANDARD	TOTAL
2' w x 4' l x 30" h Skirted Table		\$117.00	\$152.00	\$
2' w x 4' l x 42" h Skirted Counter		\$132.00	\$172.00	\$
2' w x 6' l x 30" h Skirted Table		\$130.00	\$169.00	\$
2' w x 6' l x 42" h Skirted Counter		\$160.00	\$208.00	\$
2' w x 8' l x 30" h Skirted Table		\$159.00	\$207.00	\$
2' w x 8' l x 42" h Skirted Counter		\$190.00	\$247.00	\$
Skirt 4th side 30" h Table		\$65.00	\$85.00	\$
Skirt 4th side 42" h Counter		\$65.00	\$85.00	\$
Skirt Color				



Unfinished Tables & Counters



ITEM DESCRIPTION	QTY.	DISCOUNT	STANDARD	TOTAL
2' w x 4' l x 30" h Unfinished Table		\$52.00	\$68.00	\$
2' w x 4' l x 42" h Unfinished Counter		\$63.00	\$82.00	\$
2' w x 6' l x 30" h Unfinished Table		\$63.00	\$82.00	\$
2' w x 6' l x 42" h Unfinished Counter		\$75.00	\$98.00	\$
2' w x 8' l x 30" h Unfinished Table		\$75.00	\$98.00	\$
2' w x 8' l x 42" h Unfinished Counter		\$86.00	\$112.00	\$

30" Round Cocktail Tables



Unfinished



Spandex Cover
Avail. White or
Black



Poly Linen
Avail. In wide
array of colors.

ITEM DESCRIPTION	QTY.	DISCOUNT	STANDARD	TOTAL
30" diam. x 30" h Cocktail Table		\$97.00	\$126.00	\$
30" diam. x 40" h High Boy Table		\$97.00	\$126.00	\$
Spandex Linen White/Black (circle)		\$75.00	\$98.00	\$
Poly Linen (Color:)		\$65.00	\$85.00	\$

PAGE TOTAL	\$
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Company Name: _____ Booth #: _____



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Standard Booth Furnishings—Chairs & Display Accessories

Chairs & Stools



Folding Chair



Padded Side Chair



Padded Arm Chair



Padded Stool

ITEM DESCRIPTION	QTY.	DISCOUNT	STANDARD	TOTAL
Folding Chair		\$15.00	\$20.00	\$
Padded Side Chair, Gray Upholstery		\$68.00	\$88.00	\$
Padded Arm Chair, Gray Upholstery		\$79.00	\$103.00	\$
Padded Stool, Gray Upholstery		\$79.00	\$103.00	\$

Display Cases



Full Vision Showcase



Quarter Vision Showcase

ITEM DESCRIPTION	QTY.	DISCOUNT	STANDARD	TOTAL
Full Vision Showcase 6' w x 20" d		\$475.00	\$618.00	\$
Quarter Vision Showcase 6' w x 20" d		\$450.00	\$585.00	\$
Showcase Door Lock		\$25.00	\$33.00	\$

Display Accessories



Sign Card Holder



Floor Standing Easel



Single Chrome Coat Rack



Double Chrome Coat Rack



Chrome Stanchion



Retractable Belt Stanchion



Poster Board



Literature Rack

ITEM DESCRIPTION	QTY.	DISCOUNT	STANDARD	TOTAL
Sign Card Holder, Chrome 22" x 28"		\$90.00	\$117.00	\$
Floor Standing Easel, Aluminum		\$40.00	\$52.00	\$
Single Rolling Chrome Rack		\$58.00	\$75.00	\$
Double Rolling Chrome Rack		\$80.00	\$104.00	\$
Chrome Stanchion, each		\$55.00	\$72.00	\$
Red Velvet Rope, each		\$15.00	\$20.00	\$
Retractable Belt Stanchion		\$90.00	\$117.00	\$
Poster Board 4' x 8'		\$124.00	\$161.00	\$
Literature Rack		\$150.00	\$195.00	\$
Wastebasket		\$20.00	\$26.00	\$

PAGE TOTAL	\$
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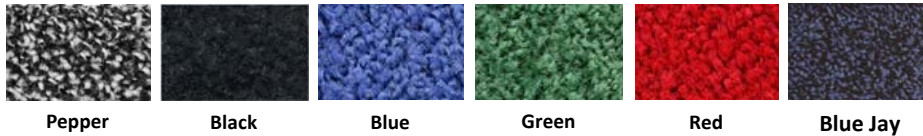


Carpet

Modern Expo & Events offers a wide range of attractive, hassle-free options to enhance the look of your booth space.

Standard Booth Carpet

- 100% Recyclable nylon fiber
- 12 oz. twisted fiber cut pile
- Available in standard, pre-cut sizes or in custom, cut-to-order sizes



STANDARD CARPET	QTY.	DISCOUNT	STANDARD	TOTAL
10' x 10' Standard Booth Carpet		\$164.00	\$213.00	\$
10' x 20' Standard Booth Carpet		\$328.00	\$426.00	\$
10' x 30' Standard Booth Carpet		\$492.00	\$640.00	\$
STANDARD CARPET PACKAGE	QTY.	DISCOUNT	STANDARD	TOTAL
10' x 10' Standard Carpet & Padding		\$237.00	\$308.00	
10' x 20' Standard Carpet & Padding		\$475.00	\$618.00	
10' x 30' Standard Carpet & Padding		\$710.00	\$923.00	
BULK SPACE & CUSTOM CUT		DISCOUNT	STANDARD	TOTAL
Calculate Square Feet = Width _____ X Length _____ = _____ Total Sq. Ft.				
Standard Carpet Custom Cut Per Sq. Ft.		\$2.00	\$2.50	\$
Color: _____				
Protective Plastic Film Covering Per Sq. Ft.		\$0.50	\$0.75	\$

! NOTE: custom colors are available and must be ordered a minimum of three weeks in advance. Please call 801-983-8160 or email expo@modernexpo.com for more information.

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Skilled Labor Services



LABOR RATES AND HOURS			
Description	DISCOUNT	STANDARD	Hours
Straight Time per man hour	\$110.00	\$143.00	M - F 8:00 AM to 5:00 PM
Overtime per man hour	\$165.00	\$214.50	M - F 6:00 AM to 8:00 AM and 5:00 PM to 10:00 PM and All
Double Time per man hour	\$220.00	\$286.00	M - Sun. 10:00 PM - 6:00 AM and All Hours on Sundays and

Modern Supervised Labor Service



Modern Expo & Events Supervised Labor Service is for those that wish to have their exhibit set-up before they arrive or dismantled after they leave. Modern Expo & Events will install and dismantle your exhibit. You need not be present. A professional supervision charge of 30% will be added to your labor fees. A minimum charge of \$50.00 applies to all orders.

MODERN SUPERVISED LABOR				
ITEM DESCRIPTION	# LABORERS	# HOURS EACH	LABOR RATE*	TOTAL
Exhibit Installation Labor				\$
Exhibit Dismantle Labor				\$
			SUB TOTAL:	\$
			30% Supervision	\$
			TOTAL:	

**Please enter the appropriate labor rate from the chart above.*

Exhibitor Supervised Labor Service



Exhibitor Supervised Labor Service is for labor that is performed only under the supervision of the Exhibitor or its representative. It is important that the exhibitor check in at the Exhibitor Service Desk to pick up laborers ordered. Exhibitor must also check the laborers out at the Exhibitor Service Desk upon completion of work.

EXHIBITOR SUPERVISED LABOR						
ITEM DESCRIPTION	DATE	TIME	# LABORERS	# HOURS EACH	LABOR RATE*	TOTAL
Exhibit Installation Labor						\$
Exhibit Dismantle Labor						\$
					TOTAL:	

**Please enter the appropriate labor rate from the chart above.*

EXHIBITOR REPRESENTATIVE:	MOBLIE PHONE #:
EMAIL ADDRESS:	ALTERNATE PHONE #:

! IMPORTANT: A minimum charge of one hour per laborer will apply to all orders. Time will commence upon assignment of laborers in accordance with Exhibitor's request. Failure to pick-up scheduled labor will result in a one hour charge per laborer requested unless 72 business hour notification is provided.

PAGE TOTAL \$

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Sign Hanging Service



Sign Hanging Service is offered to exhibitors for hanging of any sign, exhibit piece, banner or decoration above their booth space.

Sign Hanging Service includes the use of a lift and two laborers and is priced and billed in one hour increments. A minimum charge of one hour applies to all orders.

Materials used to hang signs, such as cable, cable locks, ties, etc., will be billed as needed to the hang. Any charges resulting from shipping the hanging items will be billed at Material Handling rates.

To arrange for Sign Hanging Service, please complete all information below and submit this form with payment.

TYPE OF SIGN	
<input type="checkbox"/>	Frame & Fabric
<input type="checkbox"/>	Banner
<input type="checkbox"/>	Metal/Wood
<input type="checkbox"/>	Other

SHAPE OF SIGN	
<input type="checkbox"/>	Square/Rectangle
<input type="checkbox"/>	Round/Oval
<input type="checkbox"/>	Triangle
<input type="checkbox"/>	Other

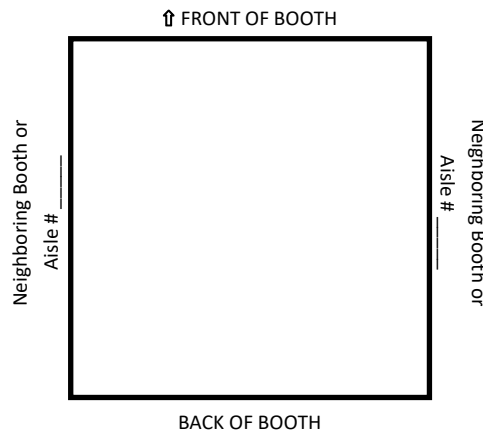
DOES SIGN REQUIRE ELECTRICITY	
<input type="checkbox"/>	Yes
<input type="checkbox"/>	No
If yes, please order electrical service from Electrical Service Form and indicate service is for "SIGN".	

SIGN SIZE		
W:	L:	H:
W:	L:	H:

DOES SIGN REQUIRE ASSEMBLY	
<input type="checkbox"/>	Yes
<input type="checkbox"/>	No
If yes, please order labor service from Labor Service Form.	

SIGN HEIGHT
Please hang the bottom of my sign
_____ feet from the floor.

Please use the diagram at right to indicate where in your booth space you would like your sign hung. Please indicate distance from booth boundaries in feet. Please note that signs may not be hung outside of your booth's boundaries.



SIGN HANGING SERVICE			
ITEM DESCRIPTION	QTY.	RATE	TOTAL
Install Sign Hanging Svc. (straight time/hr)		\$575.00	\$
Install Sign Hanging Svc. (overtime/hr)		\$718.75	\$
Dismantle Sign Hanging Svc. (straight time/hr)		\$575.00	\$
Dismantle Sign Hanging Svc. (overtime/hr)		\$718.75	\$
		SUB TOTAL:	
		30% Supervision	
		TOTAL:	

! IMPORTANT: Exhibitors wishing to have their signs hung by ME&E without their supervision, must pay a 30% Supervision Fee.

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Booth Cleaning

 **Booth Cleaning Service** is offered to Exhibitors that wish to have their booth space vacuumed and/or trash removed prior to or during the show. Exhibitors may clean their own booths with their own, regularly employed, employees. **Exhibitors may not engage third-parties to clean their booth space.**

VACUUMING
We will require the following service for our booth which is _____ x _____ = _____ sq. ft.
Vacuum carpet BEFORE SHOW OPENS ONLY . Cost per sq.ft is \$0.66 (100 sq. ft. min)
Vacuum carpet EVERY NIGHT . Cost per sq.ft. is \$0.60 (100 sq. ft. min)

Vacuumping: select which days apply

Monday
 Tuesday
 Wednesday
 Thursday
 Friday
 Saturday
 Sunday

TRASH REMOVAL			
Modern Expo & Events will empty wastebaskets and remove trash at regular intervals during show hours			
Please figure porter service rates by square footage of your exhibit space			
	Single Day Rate		Multiple Day Rate
0-500 Sq. Ft.	\$64.00 per day		\$51.00 per day
501-1500 Sq. Ft.	\$75.00 per day		\$60.00 per day
1501 and up Sq. Ft.	\$92.00 per day		\$74.00 per day

COMPUTATION OF ORDERS		
Vacuum Carpet _____ (sq.ft.)x _____ (rate)x _____ (number of days) = \$ _____		
	Vacuum Carpet	\$
	Trash Removal	\$
	TOTAL:	\$

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Signage & Graphics

Modern Expo & Events provides full graphics and signage production. We can help you stand out from the crowd and get your message across with vibrant visuals. Whether you have your own designs and just need production help, or you need us to design a custom solution for you, our full service design team stands ready to assist. Common graphics are listed below. **Custom sizes, materials and designs are available.** Please contact an Exhibitor Service Specialist for more information.



22" x 28" Sign with Chrome Sign Holder



Vinyl Banner with Grommets



38" x 84" Meter Board with Base

ITEM DESCRIPTION	QTY.	DISCOUNT	STANDARD	TOTAL
22" w x 28" h foam board sign, one side, with chrome sign holder		\$95.00	\$123.50	\$
22" w x 28" h foam board sign, two sides, with chrome sign holder		\$105.00	\$136.50	\$
3' h x 6' w vinyl banner with grommets, one side		\$108.00	\$140.50	\$
38" w x 84" h foam board "meter board" w/ stand, one side		\$266.00	\$345.80	\$
38" w x 84" h foam board "meter board" w/ stand, two sided		\$332.50	\$432.25	\$
24" w x 72" h foam board display sign w/ stand, one side		\$144.00	\$187.20	\$
24" w x 72" h foam board display sign w/ stand, two sides		\$180.00	\$234.00	\$
24" x 24" adhesive floor cling, one side		\$54.00	\$70.20	\$
Chrome sign card holder 22" x 28"		\$60.00	\$75.00	\$
Aluminum floor easel		\$48.00	\$56.00	\$
Graphic Design per hour		\$85.00	\$85.00	\$

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Signage & Graphics—Art Preparation & Submission Guidelines


Please follow these guidelines when preparing and submitting artwork for graphic reproduction. Adhering to these steps will help insure your graphics are produced at the highest quality and will have the greatest visual impact. If you have questions, please contact our Exhibitor Service Team for more information.

 **APPLICATIONS:** Art work may be submitted as **Adobe Illustrator™** or **Adobe Photoshop™** files. Illustrator™ is preferred for large format printing. Files that are created using other programs should be saved and exported as PDF files.


Please be sure to include all supporting elements such as fonts, linked images, effects, etc..

Illustrator™ special effects such as glows, drop shadows, etc., are not recommended. These effects sometimes give unpredictable results in large format printing.


 **FONTS:** Fonts must be converted to outlines. If outlines are not created, then Mac compatible fonts must be supplied with original art files.


 **COLOR SPECIFICATIONS:** All files are printed in CMYK format. To ensure the best possible color match, please make sure to call out any PMS colors to match and indicate whether they are coated or uncoated. Select uncoated PMS colors when matching to fabric.


Orders without PMS color call outs are not guaranteed for color.

 **RESOLUTION:** All raster files must be saved at 100-150 dpi at full scale. Work at proportional scales (100%, 50%, 25%) of actual size and indicate at what scale you have created the file.

 **BLEED SPECIFICATION:** All graphics require bleed. Please add 1/2" bleed around the perimeter of all graphics.

 **ARTWORK FILE SUBMISSION:** Files are accepted by email (up to 10mb), file transfer sites (weTransfer™, Hightail™, etc.), cloud storage sites (Dropbox™, Box™), or hard copy (thumb drive, etc.). Please label files and folders in a way that helps identify the particular use for the file.

 **IMPORTANT:** When transmitting art files, please be sure to email your Exhibitor Service Team member at expo.modernexpo.com and cc: design@modernexpo.com

 **IMPORTANT:** For all art related questions, please email design@modernexpo.com or call (801)983-8125.



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Specialty Furniture—Soft Seating



Imagination Armless Middle Chair 28" w x 29" d x 28" h #SEAT-IMGMW



Imagination Left Corner Chair 28" w x 29" d x 28" h #SEAT-IMGLW



Imagination Right Corner Chair 28" w x 29" d x 28" h #SEAT-IMGRW



Imagination Arm Chair 35" w x 29" d x 28" h #SEAT-IMGCW



Imagination Sofa 79" w x 29" d x 28" h #SEAT-IMGSW



Imagination Ottoman 28" w x 28" d x 17" h #SEAT-IMGOW



Black Imagination Arm Chair 35" w x 29" d x 28" h #SEAT-IMGCB



Black Imagination Sofa 79" w x 29" d x 28" h #SEAT-IMGSB



Black Imagination Loveseat 44" w x 22" d x 28" h #SEAT-IMGLSB



Legacy Series Chair 33" w x 31" d x 32" h #SEAT-LEGC



Legacy Series Loveseat 57" w x 31" d x 32" h #SEAT-LEGLS



Legacy Series Sofa 80" w x 31" d x 32" h #SEAT-LEGS



Legacy Ottoman 28" w x 28" d x 17" h #SEAT-LEGO



Blanc Sofa Bright White Leather 75" w x 35" d x 35" h #18228-0847



Blanc Loveseat Bright White Leather 54" w x 35" d x 35" h #18167-0614



Blanc Chair Bright White Leather 33" w x 35" d x 35" h #18284-0834



Blanc Bench Ottoman Bright White Leather 48" w x 24" d x 18" h #18024-0072



Blanc Cube Ottoman Bright White Leather 17" w x 17" d x 17" h #18184-0274



Whisper Sofa White Leather 87" w x 37" d x 35" h #18228-0607



Whisper Loveseat White Leather 61" w x 37" d x 35" h #18167-0471



Whisper Chair White Leather 35" w x 37" d x 35" h #18284-0487



Whisper Bench Ottoman White Leather 60" w x 24" d x 17" h #18024-0003



Whisper Square Ottoman White Leather 40" w x 40" d x 17" h #18184-0034



Whisper Round Ottoman White Leather 40" d x 17" h #18184-0038



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Specialty Furniture—Soft Seating



Suave Midnight Sofa
Midnight Suede
77" w x 36" d x 33" h #18228-0085



Suave Midnight Loveseat
Midnight Suede
54" w x 36" d x 33" h #18167-0069



Suave Midnight Chair
Midnight Suede
32" w x 36" d x 33" h #18284-0151



Grammercy Sofa
Charcoal Leather
86" w x 36" d x 36" h #18228-0605



Grammercy Loveseat
Charcoal Leather
57" w x 36" d x 36" h #18167-0469



Grammercy Chair
Charcoal Leather
28" w x 36" d x 36" h #18284-0485



Grammercy Corner Chair
Charcoal Leather
36" w x 36" d x 36" h #18066-0015



Grammercy Round Ottoman
Charcoal Leather
46" d x 17" h #18184-0036



Grammercy Square Ottoman
Charcoal Leather
40" w x 40" d x 17" h #18184-0033



Parma Sofa
Brown Leather
79" w x 37" d x 36" h #18228-0789



Parma Loveseat
Brown Leather
56" w x 37" d x 36" h #18167-0577



Parma Chair
Brown Leather
33" w x 37" d x 36" h #18284-0710



Parma Bench Ottoman
Brown Leather
60" w x 24" d x 17" h #18024-0061



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Specialty Furniture—Soft Seating



Montana Mocha Sofa
Mocha Tan Fabric
79" w x 35" d x 34" h #18228-0784



Montana Mocha Loveseat
Mocha Tan Fabric
57" w x 35" d x 34" h #18167-0573



Montana Mocha Chair
Mocha Tan Fabric
35" w x 35" d x 34" h #18284-0704



Madison Sofa
Tan Fabric
86" w x 35 1/4" d x 34" h #18228-0823



Madison Chair
Tan Fabric
33" w x 34" d x 34" h #18284-0794



Madison Sky Bench
Teal Fabric
48" w x 24" d x 17" h #18184-0256



Madison Ottoman
Sunflower Fabric
24" w x 24" d x 17" h #18184-0255



Willow Fabric
24" w x 24" d x 17" h #18184-0252



Sand Dollar Fabric
24" w x 24" d x 17" h #18184-00253



Apricot Fabric
24" w x 24" d x 17" h #18184-0254



Chandler Sofa
Red Leather
76" w x 37" d x 35" h #18228-0795



Chandler Loveseat
Red Leather
53" w x 37" d x 35" h #18167-0581



Chandler Chair
Red Leather
31" w x 37" d x 35" h #18284-0717



Chandler Bench Ottoman
Red Leather
60" w x 24" d x 17" h #18024-0062



Niko Sofa
Gray Microfiber
81" w x 30" d x 38" h #18228-0858



Niko Loveseat
Gray Microfiber
58" w x 30" d x 38" h #18187-0622



Niko Chair
Gray Microfiber
31" w x 30" d x 38" h #18284-0856



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Specialty Furniture—Stage Chairs, Banquettes & Cubes



Bianca Stage Chair
 Bright White Leather
 26" w x 26" d x 37" h #18284-0876



Microfiber Stage Chair
 25" w x 26" d x 37" h
 Midnight #18284-0478, Chamois #18284-0477, Buckskin #18284-0476



Empire Chair
 28" w x 32" d x 32" h
 Black Leather #18284-0261, White Leather #18284-0564



Tulip Chair
 Black Fabric, Tilt Back, Caster Feet
 27" w x 26" d x 35" h #18284-0028



Monarch Chair
 Bright White Leather
 28" w x 28" d x 30" h #18284-6785



Essentials Banquette
 White Leather
 60" d x 48" h #18011-0011



Whisper Banquette
 White Leather
 59" d x 38" h #18011-0001



Grammercy Banquette
 Charcoal Leather
 59" d x 308" h #18011-0002



Essentials Turning Bed
 White Leather
 96" w x 48" d x 36" h #02082-0033



Cube Ottoman
 17" w x 17" d x 17" h
 From left: Blanc bright white leather #18184-0274, Whisper white leather #18184-0129, Metro black leather #18184-0128, Red vinyl #18184-0001, Green vinyl #18184-0002, Blue vinyl #18184-0003, Purple vinyl #18184-0004



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Specialty Furniture—Powered Furniture



Essentials Turning Bed—Charged
White Leather
96" w x 68" d x 25" h #22100-0001
*White slipcover available for black charging unit.
Max one unit per power source.*



Boca Corner Unit—Charged
Bright White Leather
27" w x 27" d x 30" h #22051-0001
Max four units linked together per power source.



Boca Chair—Charged
Bright White Leather
27" w x 27" d x 30" h #22050-0001
Max four units linked together per power source.



Aspen Bar Table—Charged
White/Brushed Steel
72" w x 26" d x 42" h #22001-0001
Max one table per power source.



Aspen Cocktail Table—Charged
White/Brushed Steel
48" w x 24" d x 18" h #22002-0002
Max one table per power source.



White Conference Table—Charged
White
96" w x 43" d x 30" h #22200-0001
Max one table per power source.



Patrice Tablet Chair—Charged
Bright White Leather
28" w x 31" d x 31" h #18284-0812
Max six units linked together per power source.



Lincoln Bench—Charged
Bright White Leather
59" w x 39" d x 17" h #222022052-0001
Max three units linked together per power source.



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Specialty Furniture—Occasional Tables



TriBeca Tables (black wood)
End Table 24" w x 28" d x 22" h #18107-0008
Console Table 48" w x 18" d x 30" h #12230-0005
Cocktail Table 48" w x 28" d x 19" h #12055-0008



Harmony Tables (espresso wood)
End Table (round) 24" d x 22" h #12107-0281
Console Table 52" w x 18" d x 30" h #12030-0080
Cocktail Table 51" w x 28" d x 18" h #12005-0272



Novel Tables (satin steel)
End Table 15" w x 15" d x 16" h #18024-0010
Cocktail Table 46" w x 15" d x 16" h #18024-0011



Aria Tables Red (brushed steel)
End Table 24" w x 20" d x 22" h #99-12304-05
Cocktail Table 44" w x 20" d x 18" h #99-12050-05



Aria Tables Green (brushed steel)
End Table 24" w x 20" d x 22" h #99-12304-003
Cocktail Table 44" w x 20" d x 18" h #99-12050-03



Aria Tables Blue (brushed steel)
End Table 24" w x 20" d x 22" h #99-12304-06
Cocktail Table 44" w x 20" d x 18" h #99-12050-06



Aria Tables Purple (brushed steel)
End Table 24" w x 20" d x 22" h #99-12304-04
Cocktail Table 44" w x 20" d x 18" h #99-12050-04



Aria Tables White (brushed steel)
End Table 24" w x 20" d x 22" h #99-12304-01
Console Table 44" w x 20" d x 30" h #99-12305-01
Cocktail Table 44" w x 20" d x 18" h #99-12050-01



Aria Tables Charcoal (brushed steel)
End Table 24" w x 20" d x 22" h #99-12304-02
Console Table 44" w x 20" d x 30" h #99-12305-02
Cocktail Table 44" w x 20" d x 18" h #99-12050-02



Fuze Tables (chrome/zebrawood laminate)
End Table 24" w x 24" d x 23" h #12107-0512
Console Table 60" w x 16" d x 34" h #12230-0116
Cocktail Table 40" w x 40" d x 16" h #12055-0453



London Tables (chrome/marble)
End Table 24" w x 24" d x 23" h #12107-0493
Console Table 60" w x 16" d x 34" h #12230-0110
Cocktail Table 40" w x 40" d x 16" h #12055-0428



Brooklyn II Tables (chrome/glass)
End Table Square 22" w x 22" d x 20" h #12107-0494
End Table Round 20" d x 20" h #12107-0495
Cocktail Table Rect. 42" w x 24" d x 16" h #12055-0429
Cocktail Table Round 30" d x 16" h #12055-0430

PAGE TOTAL \$

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Specialty Furniture—Occasional Tables, Bars & Bar Backs



Vivid Tables (smoked metal/glass)
End Table 26" w x 26" d x 21" h #12107-0282
Console Table 50" w x 24" d x 30" h #12230-0081
Cocktail Table 50" w x 24" d x 16" h #12055-0273



Club LED Glow Tables (steel)
End Table 22" w x 22" d x 18" h #12107-0331
Cocktail Table 44" w x 22" d x 18" h #12055-0318
Includes built-in wireless LED lighting.



Rose Table
17" d x 17" h #12003-0039



Zanzibar Table
17" w x 17" d x 17" h #12003-0038



Cube End Table
24" w x 24" d x 21" h
White #12107-0297
Black #12107-0296



Cube Cocktail Table
24" w x 24" d x 16" h
White #12055-0282
Black #12055-0285



VIP Glow Bar 6'
Frosted Plexiglas with built-in wireless LED kit
72" w x 24" d x 42" h (bar) #05012-0026
13" d x 18" h (shelf)



VIP Glow Bar 4'
Frosted Plexiglas with built-in wireless LED kit
48" w x 24" d x 42" h (bar) #05012-0024
13" d x 18" h (shelf)



Bar
48" w x 16" d x 42" h
White #05102-0054
Black #05102-0053



Blox Bar Back
Walnut/Brushed Metal
30" w x 16" d x 86" h (bar) #12112-0010



Piazza Bar Back
44" w x 12" d x 79" h
Black #05001-0017
White #05001-0018



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Specialty Furniture—Bar Stools



Vienna Stool
17" w x 17" d x 39" h (adj.)
Teal Acrylic #05237-0264
Orange Acrylic #05237-0263
Gray Acrylic #02537-0262



Criss Cross Stool
15" w x 19" d x 41" h
Espresso Leather #05237-0038
White Leather #05237-0039



Escape Stool
16" w x 16" d x 41" h
Natural Maple #05237-0036



Euro Bar Stool
22" w x 24" d x 42" h
Black #05237-0221



Hourglass Bar Stool
18" w x 20" d x 43" h
Black #05237-0270
White #05237-0271



Equino Stool
15" w x 13" d x 35" h
Black #05237-0160
White #05237-0041



Clara Stool
17" w x 21" d x 41" h
Black #05237-0298



Elio Stool
17" w x 17" d x 29" h
Gunmetal #SEAT-ELIO



Regal Stool
19" w x 24" d x 45" h
Black #05237-0156



Caprice Stool
25" w x 26" d x 44" h
Black Fabric #05237-0169



Sonic Stool
22" w x 23" d x 42" h
Black #05237-0142



Nexus Stool
19" w x 20" d x 44" h
White #05237-00300



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Specialty Furniture—Café Chairs



Vienna Chair
21" w x 21" d X 32" h
Teal Acrylic #05035-0032
Orange Acrylic #05035-0031
Gray Acrylic #05035-0030



Clara Chair
18" w x 21" d X 34" h
White #05035-0051



Leslie Chair
17" w x 21" d X 31" h
White #05035-0008



Criss Cross Chair
17" w x 21" d X 35" h
Espresso Leather #05035-0010
White Leather #05035-0011



Elio Chair
17" w x 17" d X 33" h
Gunmetal #05035-0023



Caprice Chair
25" w x 24" d X 32" h
Black #05035-0025



Comet Chair
23" w x 22" d X 32" h (with arms) #14233-0005
19" w x 22" d x 32" h (without arms) #14233-0006



Regal Dining Chair
19" w x 23" d X 38" h
Brown Leather #05221-0039



Sonic Chair
20" w x 21" d X 32" h
Black #14233-0016



Nexus Chair
19" w x 22" d X 32" h
White #05035-00050



Escape Chair
17" w x 16" d X 32" h
Natural Maple #05035-0009



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Specialty Furniture—Bar Tables



Elio Bar Table
24" w x 24" d x 40" h
Gunmetal #TABLE-ELIO



Euro Bar Table
Black/Black
30" Round x 42" h #99-05245-01
36" Round x 42" h #99-05245-02



Silk Bar Table
Black/Chrome
30" Round x 42" h #99-05245-04
36" Round x 42" h #99-05245-05



City Bar Table
Maple/Black
30" Round x 42" h #99-05245-14
36" Round x 42" h #99-05245-15



Park Ave. Bar Table
Maple/Chrome
30" Round x 42" h #99-05245-07
36" Round x 42" h #99-05245-08



Summit Bar Table
White/Black
30" Round x 42" h #99-05245-16
36" Round x 42" h #99-05245-17



Blanco Bar Table
White/Chrome
30" Round x 42" h #99-05245-10
36" Round x 42" h #99-05245-11



Fuze Bar Table
Zebrawood Laminate/Chrome
36" w x 36" d x 42" h #99-05245-22



Blanco Bar Table
White/Chrome
24" w x 24" d x 42" h #99-05245-12



Blanco Rectangle Bar Table
White/Chrome
72" w x 24" d x 42" h #99-05245-13



Spectrum Bar Table Red
Red/Chrome
24" w x 24" d x 42" h #99-05245-20



Spectrum Bar Table Blue
Blue/Chrome
24" w x 24" d x 42" h #99-05245-21



Spectrum Bar Table Purple
Purple/Chrome
24" w x 24" d x 42" h #99-05245-18



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Specialty Furniture—Bar & Café Tables



Spectrum Bar Table Green
Green/Chrome
24" w x 24" d x 42" h #99-05245-19



Chardonnay Bar Table
Glass/Chrome
31" Round x 42" h #05012-0002



Zinc Bar Table
Chrome
24" Round x 42" h #05202-0049



Aspen Bar Table
White/Brushed Steel
72" x 26" d x 42" h #05204-0001



Euro Café Table
Black/Black
30" Round x 30" h #99-05036-01
36" Round x 30" h #99-05036-02



Silk Café Table
Black/Chrome
30" Round x 30" h #99-05036-04
36" Round x 30" h #99-05036-05



Park Ave. Café Table
Maple/Chrome
30" Round x 30" h #99-05036-07
36" Round x 30" h #99-05036-08



City Café Table
Maple/Black
30" Round x 30" h #99-05036-14
36" Round x 30" h #99-05036-15



Summit Café Table
White/Black
30" Round x 30" h #99-05036-16
36" Round x 30" h #99-05036-17



Blanco Café Table
White/Chrome
30" Round x 30" h #99-05036-10
36" Round x 30" h #99-05036-11



Fuze Café Table
Zebrawood Laminate/Chrome
36" w x 36" d x 30" h #99-05036-22



Blanco Café Table
White/Chrome
24" w x 24" d x 30" h #99-05036-12



Blanco Rectangle Café Table
White/Chrome
72" w x 24" d x 30" h #99-05036-13



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Specialty Furniture—Café Tables



Spectrum Café Table Red
Red/Chrome
24" w x 24" d x 30" h #99-05036-20



Spectrum Café Table Blue
Blue/Chrome
24" w x 24" d x 30" h #99-05036-21



Spectrum Café Table Purple
Purple/Chrome
24" w x 24" d x 30" h #99-05036-18



Spectrum Café Table Green
Green/Chrome
24" w x 24" d x 30" h #99-05036-19



Aspen Dining Table
White/Brushed Steel
72" w x 30" d x 30" h #05092-0001



Brio Dining Table
Reclaimed Gray Stone Finish/Brushed Bronze
96" w x 48" d x 30" h #05088-0505



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Specialty Furniture—Office Seating



Tamiri High Back Chair
Black Leather
25" w x 27" d x 45" h #14136-0002



Tamiri Mid Back Chair
Black Leather
25" w x 27" d x 39" h #14176-0007



Tamiri Guest Chair
Black Leather
25" w x 27" d x 37" h #14128-0002



Accord Chair
25" w x 25" d x 44" h
Black Leather #14136-0081
White Leather #14136-0010



Goal Task Chair
Black
25" w x 24" d x 39" h #14250-0013



Goal Armless Chair
Black
21" w x 24" d x 39" h #14250-0014



Enterprise High Back Chair
Black Fabric
25" w x 27" d x 45" h #14136-0080



Enterprise Mid Back Chair
Black Fabric
24" w x 25" d x 39" h #14176-0046



Enterprise Guest Chair
Black Fabric
25" w x 27" d x 37" h #14128-0096



Goal Drafting Stool
Black
25" w x 24" d x 48" h #14307-0003



Goal Armless Drafting Stool
Black
21" w x 24" d x 48" h #14307-0004



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Specialty Furniture—Conference & Dining Tables



Vivid Square Table
Glass/Smoked Powder Coat
42" w x 42" d x 30" h #05088-0365



Vivid Rectangle Table
Glass/Smoked Powder Coat
60" w x 36" d x 30" h #05088-0364



Brooklyn II Rectangle Table
Glass/Chrome
60" w x 36" d x 30" h #05088-0490



Brooklyn II Round Table
Glass/Chrome
42" Round x 30" h #05088-0499



Aspen Dining Table
White/Brushed Steel
72" w x 30" d x 30" h #05092-0001



Brio Dining Table
Reclaimed Gray Stone Finish/Brushed Bronze
96" w x 48" d x 30" h #05088-0505



Round Conference Table
42" Round x 29" h
Black #14062-0105
Mahogany #14062-0106



6' Rectangle Conference Table
72" x 36" d x 30" h
Black #14062-0224
Mahogany #14062-0220
White #14062-0281

8' Rectangle Conference Table
96" x 48" d x 30" h
Black #14062-0225
Mahogany #14062-00226
White #14062-0282



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Specialty Furniture—Display Pedestals



42" h Display Pedestal

Black 14" w x 14" d x 42" h #12091-0023
Black 24" w x 24" d x 42" h #12091-0004
Black 18" w x 18" h x 42" h #12091-0002
White 14" w x 14" d x 42" h #12091-0030



36" h Display Pedestal

Black 14" w x 14" d x 36" h #12091-0024
Black 24" w x 24" d x 36" h #12091-0034
White 14" w x 14" d x 36" h #12091-0031
White 24" w x 24" d x 36" h #12091-0033



30" h Display Pedestal

Black 14" w x 14" d x 42" h #12091-0025
Black 24" w x 24" d x 42" h #12091-0003
Black 18" w x 18" h x 42" h #12091-0001
White 14" w x 14" d x 42" h #12091-0032



Locking Pedestal

Black 24" w x 24" d x 42" h #14309-0001
White 24" w x 24" d x 42" h #14309-0005



Fuze Pedestal

Zebrawood Laminate/Chrome
16" w x 16" d x 44" h #12091-0055



London Pedestal

Marble/Chrome
16" w x 16" d x 44" h #12091-0043



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Specialty Furniture Order Form

Item Number		Qty.	Standard	Total
Imagination White Leather				
SEAT-IMGMW	Imagination White Armless Middle Chair		\$450.00	\$
SEAT-IMGLW	Imagination White Left Corner Chair		\$475.00	\$
SEAT-IMGRW	Imagination White Right Corner Chair		\$475.00	\$
SEAT-IMGCW	Imagination White Arm Chair		\$500.00	\$
SEAT-IMGSW	Imagination White Sofa		\$625.00	\$
SEAT-IMGOW	Imagination White Ottoman		\$275.00	\$
Imagination Black Leather				
SEAT-IMGCB	Imagination Black Arm Chair		\$500.00	\$
SEAT-IMGSB	Imagination Black Sofa		\$625.00	\$
SEAT-IMGLSB	Imagination Black Loveseat		\$550.00	\$
Legacy Black Leather				
SEAT-LEGC	Legacy Arm Chair		\$500.00	\$
SEAT-LEGLS	Legacy Loveseat		\$550.00	\$
SEAT-LEGS	Legacy Sofa		\$625.00	\$
SEAT-LEGO	Legacy Ottoman		\$275.00	\$
Blanc				
18228-0847	Blanc Sofa		\$740.00	\$
18167-0614	Blanc Loveseat		\$706.00	\$
18284-0834	Blanc Chair		\$590.00	\$
18024-0072	Blanc Bench Ottoman		\$354.00	\$
18184-0274	Blanc Cube		\$123.00	\$
Whisper				
18228-0607	Whisper White Leather Sofa		\$706.00	\$
18167-0471	Whisper White Leather Loveseat		\$677.00	\$
18284-0487	Whisper White Leather Chair		\$561.00	\$
18024-0003	Whisper White Leather Bench Ottoman		\$313.00	\$
18184-0034	Whisper White Leather Square Ottoman		\$313.00	\$
18184-0038	Whisper White Leather Round Ottoman		\$313.00	\$
Suave Midnight				
18228-0085	Suave Midnight Sofa		\$532.00	\$
18167-0069	Suave Midnight Loveseat		\$462.00	\$
18284-0151	Suave Midnight Chair		\$347.00	\$
Grammercy				
18228-0605	Grammercy Charcoal Leather Sofa		\$677.00	\$
18167-0469	Grammercy Charcoal Leather Loveseat		\$590.00	\$
18284-0485	Grammercy Charcoal Leather Chair		\$377.00	\$
18066-0015	Grammercy Charcoal Leather Corner		\$434.00	\$

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Item Number		Qty.	Standard	Total
18184-0036	Grammercy Charcoal Leather Rnd Ottoman		\$313.00	\$
18184-0033	Grammercy Charcoal Leather Sq Ottoman		\$313.00	\$
Parma				
18228-0789	Parma Brown Leather Sofa		\$608.00	\$
18167-0577	Parma Brown Leather Loveseat		\$585.00	\$
18284-0710	Parma Brown Leather Chair		\$457.00	\$
18024-0061	Parma Brown Leather Bench Ottoman		\$313.00	\$
Montana Mocha				
18228-0784	Montana Mocha Sofa		\$572.00	\$
18167-0573	Montana Mocha Loveseat		\$503.00	\$
18284-0704	Montana Mocha Chair		\$388.00	\$
Madison				
18228-0823	Madison Sofa		\$706.00	\$
18284-0794	Madison Chair		\$411.00	\$
18184-0256	Madison Sky Bench		\$290.00	\$
18184-0255	Madison Ottoman - Sunflower		\$185.00	\$
18184-0252	Madison Ottoman - Willow		\$185.00	\$
18184-0253	Madison Ottoman - Sand Dollar		\$185.00	\$
18184-0254	Madison Ottoman - Apricot		\$185.00	\$
Chandler				
18228-0795	Chandler Red Leather Sofa		\$608.00	\$
18167-0581	Chandler Red Leather Loveseat		\$585.00	\$
18284-0717	Chandler Red Leather Chair		\$457.00	\$
18024-0062	Chandler Red Leather Bench Ottoman		\$313.00	\$
Niko				
18228-0858	Niko Sofa		\$752.00	\$
18167-0622	Niko Loveseat		\$688.00	\$
18284-0856	Niko Chair		\$572.00	\$
Stage Chairs				
18284-0876	Bianca Stage Chair		\$275.00	\$
18284-0478	Microfiber Midnight Stage Chair		\$226.00	\$
18284-0477	Microfiber Chamois Stage Chair		\$226.00	\$
18284-0476	Microfiber Buckskin Stage Chair		\$226.00	\$
18284-0621	Empire Chair Black Leather		\$405.00	\$
18284-0564	Empire Chair White Leather		\$405.00	\$
05035-0028	Tulip Black Fabric Chair		\$244.00	\$
18284-0785	Monarch Chair - Bright White		\$259.00	\$
Banquettes & Turning Beds				
18011-0011	Essentials White Banquette (2 pcs)		\$919.00	\$

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Item Number		Qty.	Standard	Total
18011-0001	Whisper White Leather Banquette (2 pcs)		\$919.00	\$
18011-0002	Grammercy Charcoal Lthr. Banquette (2 pcs)		\$919.00	\$
02082-0033	Essentials White Leather Turning Bed		\$1,104.00	\$
Cube Ottomans				
18184-0274	Blanc Cube		\$123.00	\$
18184-0129	Cube Ottoman - White		\$123.00	\$
18184-0128	Cube Ottoman - Black		\$123.00	\$
18200-0001	Cube Ottoman - Red		\$123.00	\$
18200-0002	Cube Ottoman - Green		\$123.00	\$
18200-0003	Cube Ottoman - Blue		\$123.00	\$
18200-0004	Cube Ottoman - Purple		\$123.00	\$
Powered Furniture				
22100-0001	Essentials Turning Bed w/Chrg Station Insert		\$1,225.00	\$
22051-0001	Boca Bright White Corner - Charged		\$462.00	\$
22050-0001	Boca Bright White Armless - Charged		\$428.00	\$
22001-0001	Aspen Bar Table - Charged		\$717.00	\$
22002-0002	Aspen Cocktail Table - Charged		\$405.00	\$
22200-0001	White Conference Table - Charged		\$965.00	\$
18284-0812	Patrice Tablet Chair		\$446.00	\$
22052-0001	Lincoln Bench - Charged		\$677.00	\$
Occasional Tables				
12107-0008	Tribeca End Table		\$2200.00	\$
12230-0005	Tribeca Console Table		\$244.00	\$
12055-0008	Tribeca Cocktail Table		\$231.00	\$
12107-0281	Harmony End Table		\$200.00	\$
12230-0080	Harmony Console Table		\$221.00	\$
12055-0272	Harmony Cocktail Table		\$210.00	\$
18024-0010	Novel End Table		\$278.00	\$
18024-0011	Novel Cocktail Table		\$313.00	\$
99-12304-05	Aria Red End Table		\$220.00	\$
99-12050-05	Aria Red Cocktail Table		\$231.00	\$
99-12304-03	Aria Green End Table		\$220.00	\$
99-12050-03	Aria Green Cocktail Table		\$231.00	\$
99-12304-06	Aria Blue End Table		\$220.00	\$
99-12050-06	Aria Blue Cocktail Table		\$231.00	\$
99-12304-04	Aria Purple End Table		\$220.00	\$
99-12050-04	Aria Purple Cocktail Table		\$231.00	\$
99-12304-01	Aria White End Table		\$220.00	\$
99-12305-01	Aria White Console Table		\$254.00	\$

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Item Number		Qty.	Standard	Total
99-12050-01	Aria White Cocktail Table		\$231.00	\$
99-12304-02	Aria Charcoal End Table		\$220.00	\$
99-12305-02	Aria Charcoal Console Table		\$254.00	\$
99-12050-02	Aria Charcoal Cocktail Table		\$231.00	\$
12107-0512	Fuze End Table		\$238.00	\$
12230-0116	Fuze Console Table		\$290.00	\$
12055-0453	Fuze Cocktail Table		\$267.00	\$
12107-0493	London End Table		\$238.00	\$
12230-0110	London Console Table		\$290.00	\$
12055-0428	London Cocktail Table		\$267.00	\$
12107-0494	Brooklyn II Square End Table		\$203.00	\$
12107-0495	Brooklyn II Round End Table		\$203.00	\$
12055-0429	Brooklyn II Rect Cocktail Table		\$226.00	\$
12055-0430	Brooklyn II Round Cocktail Table		\$226.00	\$
12107-0282	Vivid End Table		\$220.00	\$
12230-0081	Vivid Console Table		\$254.00	\$
12055-0273	Vivid Cocktail Table		\$231.00	\$
12107-0331	Club End Table w/ Built-in LED Lighting		\$278.00	\$
12055-0318	Club Cocktail Table w/ Built-in LED Lighting		\$313.00	\$
12003-0038	Rose Table		\$254.00	\$
12003-0039	Zanzibar Table		\$254.00	\$
12107-0296	Cube, Black 24" End Table		\$226.00	\$
12107-0297	Cube, White 24" End Table		\$226.00	\$
12055-0285	Cube, Black 24" Cocktail Table		\$220.00	\$
12055-0286	Cube, White 24" Cocktail Table		\$220.00	\$
Bars & Bar Backs				
05012-0026	VIP Frosted Plexi Glow Bar 6'		\$803.00	\$
05012-0024	VIP Frosted Plexi Glow Bar 4'		\$677.00	\$
05012-0053	Black Bar - 2 Shelf		\$370.00	\$
05012-0054	White Bar - 2 Shelf		\$370.00	\$
12112-0010	Blox Bar Back		\$462.00	\$
05001-0017	Piazza Bar Back - Black		\$434.00	\$
05001-0018	Piazza Bar Back - White		\$434.00	\$
Bar Stools				
05237-0262	Vienna Stool - Teal		\$231.00	\$
05237-0263	Vienna Stool - Orange		\$231.00	\$
05237-0264	Vienna Stool - Gray		\$231.00	\$
05237-0038	Criss Cross Bar Stool - Espresso		\$208.00	\$
05237-0039	Criss Cross Bar Stool - White		\$208.00	\$

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Specialty Furniture Order Form

Item Number		Qty.	Standard	Total
05237-0036	Escape Bar Stool - Natural Maple		\$184.00	\$
05237-0221	Euro Bar Stool - Black		\$197.00	\$
05237-0270	Hourglass Bar Stool - Black		\$215.00	\$
05237-0271	Hourglass Bar Stool - White		\$215.00	\$
05237-0160	Equino Bar Stool - Black		\$215.00	\$
05237-0041	Equino Bar Stool - White		\$215.00	\$
05237-0298	Clara Stool		\$208.00	\$
SEAT-ELIO	Elio Barstool - Gunmetal		\$175.00	\$
05237-0156	Regal Stool - Brown Leather		\$215.00	\$
05237-0169	Caprice Bar Stool - Black		\$215.00	\$
05237-0042	Sonic Bar Stool - Black		\$174.00	\$
05237-0300	Nexus Stool		\$180.00	\$
Café Chairs				
05035-0030	Vienna Chair - Teal		\$146.00	\$
05035-0031	Vienna Chair - Orange		\$146.00	\$
05035-0032	Vienna Chair - Gray		\$146.00	\$
05035-0051	Clara Chair		\$139.00	\$
05035-0008	Leslie Chair - White		\$110.00	\$
05035-0010	Criss Cross Chair - Espresso		\$139.00	\$
05035-0011	Criss Cross Chair - White		\$139.00	\$
05035-0023	Elio Chair		\$123.00	\$
14233-0025	Caprice Chair - Black		\$123.00	\$
14233-0005	Comet Stack Arm Chair - Black		\$169.00	\$
14233-0006	Comet Stack Armless Chair - Black		\$157.00	\$
05221-0039	Regal Dining Chair - Brown		\$174.00	\$
14233-0016	Sonic Chair - Black		\$123.00	\$
05035-0050	Nexus Chair		\$146.00	\$
05035-0009	Escape Chair - Natural Maple		\$123.00	\$
Bar Tables				
TABLE-ELIO	Elio Bar Table Gunmetal 24" Square		\$220.00	\$
99-05245-01	Euro Bar Table Black/Black 30" Round		\$220.00	\$
99-05245-02	Euro Bar Table Black/Black 36" Round		\$226.00	\$
99-05245-04	Silk Bar Table Black/Chrome 30" Round		\$220.00	\$
99-05245-05	Silk Bar Table Black/Chrome 36" Round		\$226.00	\$
99-05245-14	City Bar Table Maple/Black 30" Round		\$220.00	\$
99-05245-15	City Bar Table Maple/Black 36" Round		\$226.00	\$
99-05245-07	Park Ave Bar Table Maple/Chrome 30" Rnd		\$220.00	\$
99-05245-08	Park Ave Bar Table Maple/Chrome 36" Rnd		\$226.00	\$
99-05245-16	Summit Bar Table White/Black 30" Round		\$220.00	\$

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Item Number		Qty.	Standard	Total
99-05245-17	Summit Bar Table White/Black 36" Round		\$205.00	\$
99-05245-10	Blanco Bar Table White/Chrome 30" Round		\$200.00	\$
99-05245-11	Blanco Bar Table White/Chrome 36" Round		\$205.00	\$
99-05245-22	Fuze Bar Table		\$221.00	\$
99-05245-12	Blanco Bar Table - White/Chrome 24"Square		\$200.00	\$
99-05245-13	Blanco Rectangle Bar Table - White/Chrome		\$310.00	\$
99-05245-20	Spectrum Bar Table Red		\$216.00	\$
99-05245-21	Spectrum Bar Table Blue		\$216.00	\$
99-05245-18	Spectrum Bar Table Purple		\$216.00	\$
99-05245-19	Spectrum Bar Table Green		\$216.00	\$
05012-0002	Chardonnay Glass & Chrome Bar Table		\$284.00	\$
05202-0049	Zinc Bar Table		\$300.00	\$
05204-0001	Aspen Bar Table		\$557.00	\$
Café Tables				
99-05036-01	Euro Café Table Black/Black 30" Round		\$220.00	\$
99-05036-02	Euro Café Table Black/Black 36" Round		\$226.00	\$
99-05036-04	Silk Café Table Black/Chrome 30" Round		\$220.00	\$
99-05036-05	Silk Café Table Black/Chrome 36" Round		\$226.00	\$
99-05036-07	Park Ave Café Table Maple/Chrome 30" Rnd		\$220.00	\$
99-05036-08	Park Ave Café Table Maple/Chrome 36" Rnd		\$226.00	\$
99-05036-14	City Café Table Maple/Black 30" Round		\$220.00	\$
99-05036-15	City Café Table Maple/Black 36" Round		\$226.00	\$
99-05036-16	Summit Café Table White/Black 30" Round		\$220.00	\$
99-05036-17	Summit Café Table White/Black 36" Round		\$226.00	\$
99-05036-10	Blanco Café Table White/Chrome 30" Round		\$220.00	\$
99-05036-11	Blanco Café Table White/Chrome 36" Round		\$226.00	\$
99-05036-22	Fuze Café Table		\$249.00	\$
99-05036-12	Blanco Café Table White/Chrome 24"Square		\$220.00	\$
99-05036-13	Blanco Café Table White/Chrome Rectangle		\$341.00	\$
99-05036-20	Spectrum Café Table Red		\$238.00	\$
99-05036-21	Spectrum Café Table Blue		\$238.00	\$
99-05036-18	Spectrum Café Table Purple		\$238.00	\$
99-05036-19	Spectrum Café Table Green		\$238.00	\$
05090-0001	Aspen Dining Table		\$526.00	\$
05088-0505	Brio Dining Table		\$706.00	\$
Office Seating				
14136-0002	Tamiri Black Leather High Back Chair		\$278.00	\$
14176-0007	Tamiri Black Leather Mid Back Chair		\$244.00	\$
14128-0002	Tamiri Black Leather Guest Chair		\$226.00	\$

PAGE TOTAL \$

Company Name: _____ Booth #: _____



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Specialty Furniture Order Form

Item Number		Qty.	Standard	Total
14136-0081	Accord Black Leather High Back		\$347.00	\$
14136-0010	Accord White Leather High Back		\$347.00	\$
14250-0013	Goal Black Task Chair With Arms		\$185.00	\$
14250-0014	Goal Black Task Chair Armless		\$169.00	\$
14136-0080	Enterprise High Back Black Conference Chair		\$244.00	\$
14176-0046	Enterprise Mid Back Black Conference Chair		\$226.00	\$
14128-0096	Enterprise Guest Black Conference Chair		\$208.00	\$
14307-0003	Goal Black Drafting Stool - Arms		\$197.00	\$
14307-0004	Goal Black Drafting Stool - Armless		\$185.00	\$
Conference & Dining Tables				
05088-0365	Vivid Café - Square Table Glass		\$377.00	\$
05088-0364	Vivid Café - Rectangle Table Glass		\$434.00	\$
05088-0498	Brooklyn II Rect Dining Table		\$451.00	\$
05088-0499	Brooklyn II Round Dining Table		\$354.00	\$
05092-0001	Aspen Dining Table		\$526.00	\$
14062-0105	42" Round Conference Table - Black		\$307.00	\$
14062-0106	42" Round Conference Table - Mahogany		\$307.00	\$
14062-0224	Conference Rectangle Table 6' - Black		\$521.00	\$
14062-0220	Conference Rectangle Table 6' - Mahogany		\$521.00	\$
14062-0281	Conference Rectangle Table 6' - White		\$549.00	\$
14062-0225	Conference Rectangle Table 8' - Black		\$561.00	\$
14062-0282	Conference Rectangle Table 8' - White		\$590.00	\$
Display Pedestals				
12091-0023	Display Pedestal 14" x 42" Black		\$301.00	\$
12091-0004	Display Pedestal 24" x 42" Black		\$365.00	\$
12091-0002	Display Pedestal 18" x 42" Black		\$336.00	\$
12091-0030	Display Pedestal 14" x 42" White		\$301.00	\$
12091-0024	Display Pedestal 14" x 36" Black		\$255.00	\$
12091-0034	Display Pedestal 24" x 36" Black		\$365.00	\$
12091-0031	Display Pedestal 14" x 36" White		\$255.00	\$
12091-0033	Display Pedestal 24" x 36" White		\$365.00	\$
12091-0025	Display Pedestal 14" x 30" Black		\$238.00	\$
12091-0003	Display Pedestal 24" x 30" Black		\$347.00	\$
12091-0001	Display Pedestal 18" x 30" Black		\$244.00	\$
12091-0032	Display Pedestal 14" x 30" White		\$238.00	\$
14309-0001	Locking Pedestal Black		\$451.00	\$
14179-0005	Locking Pedestal White		\$451.00	\$
12091-0055	Fuze Pedestal		\$249.00	\$
12091-0043	London Pedestal		\$249.00	\$

PAGE TOTAL \$

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Exhibitor Appointed Contractor

-  An **Exhibitor Appointed Contractor (EAC)** is any is any company, other than Modern Expo & Events, the Official Service Contractor, that an Exhibitor may wish to use inside the Exhibit Hall before, during or after the show.
-  An EAC is usually contracted to provide supervision, coordination and labor to set an Exhibitor’s display. **An EAC may not perform the following functions: Drayage/Material Handling, Electrical Service, Plumbing, Mechanical, Booth Cleaning, Booth Security, Floral, Internet & Telephone, Decorator Services, Decorator Labor, Forklift, Man Lift/Hanging or Food & Beverage Service.** An EAC may, however, be contracted to coordinate and supervise the procurement of the services listed above.
-  An EAC must provide the following to ME&E **no later than 30 days prior to exhibitor move-in.** Requests received later than 30 days prior to exhibitor move-in may be denied.
 - The information below must be filled out completely and returned to ME&E.
 - EAC must furnish current certificates of insurance naming Modern Expo & Events as additional insured for both liability and workers compensation. Liability coverage must not be less than \$2,000,000.00 aggregate and \$1,000,000.00 each occurrence. Failure to provide valid certificate of insurance will result in EAC being barred from exhibit hall.
 - EAC must provide payment for all services ordered from ME&E as set forth in this Exhibitor Service Kit. The Exhibitor is ultimately responsible for any charges incurred by its EAC. Any unpaid charges incurred by an EAC will be collected from the responsible exhibitor prior to the close of the show.
 - EAC must confine its activities to the exhibit space of the contracting exhibitor. No storage areas, service desks or work facilities will be allowed.
 - EAC’s are forbidden from soliciting business on the exhibit floor.
 - Exhibit Hall, storage and service area, and loading docks are under the exclusive control of the Official Service Contractor. All EAC activities must be coordinated with Modern Expo & Events.
 - ME&E accepts no responsibility for damage or loss to any Exhibitor material under the control of the EAC or to material that has been left in public areas such as aisle ways, loading docks, storage and work areas or hallways.
 - EAC employees must identify themselves to ME&E personnel and wear appropriate identification badges (such as ESCA Worker Identification System) at all times. Temporary ID badges/wristbands will be available from the Exhibitor Service Desk, if necessary.
 - EAC and its employees will conduct themselves within the governing show rules as established by show management as well as by the rules and regulations of the exhibit facility. Such rules may include rules governing the appearance and conduct of workers and during what hours work may be performed. Please check with Show Management to verify the details of such rules.

EXHIBITOR NAME		DATE	BOOTH #
STREET ADDRESS		CITY	STATE ZIP
PHONE	FAX		
ORDERED BY (PRINT NAME)	SIGNATURE		

CONTRACTOR NAME		AUTHORIZED REPRESENTATIVE	
STREET ADDRESS		CITY	STATE ZIP
PHONE	FAX		
SHOW SITE REPRESENTATIVE (IF DIFFERENT THAN ABOVE)			



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Third-Party Payment Authorization

- Ⓢ This form must be completed and returned to Modern Expo & Events by the deadline date.**
- Ⓢ Both parties must sign this form, indicating acceptance, or the request for third-party payment will be denied.**
- Ⓢ By signing this form, the Exhibitor agrees that it is ultimately and finally responsible for charges incurred on its behalf by its appointed contractor or third-party payer. If the named third-party fails to make payment, ME&E will demand payment from the Exhibitor of Record prior to close of show.**

SERVICES COVERED BY THIRD-PARTY PAYMENT					
<input type="checkbox"/>	All Services	<input type="checkbox"/>	Booth Furnishings	<input type="checkbox"/>	Specialty Furnishings
<input type="checkbox"/>	Electrical Service	<input type="checkbox"/>	Carpet	<input type="checkbox"/>	Material Handling
<input type="checkbox"/>	Booth Cleaning	<input type="checkbox"/>	Floral	<input type="checkbox"/>	Labor
<input type="checkbox"/>	Forklift	<input type="checkbox"/>	Sign Hanging	<input type="checkbox"/>	Other

THIRD PARTY INFORMATION			
Company Name:		Contact:	
Address:		Phone:	
City, State, ZIP		Email:	
Authorized Signature:		Alt. Phone (opt)	

EXHIBITING COMPANY INFORMATION			
Company Name:		Contact:	
Address:		Phone:	
City, State, ZIP		Email:	
Authorized Signature:		Alt. Phone (opt)	

Third-Party Credit Card Authorization

Card Type: Visa MasterCard American Express Discover Card

Card Number: _____ Expiration Date: _____ CVV2 Code: _____

Card Holder Name: _____ Card Holder Signature: _____

Card Billing Address: _____

Company Name: _____ Show Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

Authorized By: _____ Email: _____

Signature: _____ Booth #: _____



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Ways to Order

This Exhibitor Service Manual contains various equipment rental and service order forms for your information and use. In addition to Modern Expo & Event forms, you may find forms enclosed for services provided by the convention facility or other providers. Please pay special attention to insure that all forms and payments are directed to the proper provider indicated on each order form. There are three convenient ways to place your orders with Modern Expo & Events:



Online:

Login & Place Orders at:
www.modernexpo.com
First-time users will need to register. Please click on the "Register" box and follow prompts.



Fax:

Fax completed order forms to:
(801) 521-3040



Mail:

Mail completed order forms and payment to:
Modern Expo & Events
3370 W 500 S
Salt Lake City, UT 84104

Exhibitor Terms & Conditions

YOU ARE ENTERING INTO A CONTRACT WHICH LIMITS YOUR POSSIBLE RECOVERY IN CASE OF LOSS OR DAMAGE: The terms and conditions set forth below, together with any applicable Order, become a part of this agreement (the "Agreement") between Modern Display Service, Inc. DBA Modern Expo & Events ("ME&E") and you, the Exhibitor. You are agreeing that you have been fully advised, understand completely, and are willing to accept the following terms and conditions. By exhibiting, ordering or receiving goods or services, requiring transportation of goods to or from, or acting as an agent for an exhibitor, at an event at which ME&E is the designated service contractor, you accept and agree to be bound to the terms and conditions set forth herein.

DEFINITIONS:

For the purposes of this Agreement, "ME&E", "Modern", "we", or "us" means Modern Expo & Events, a registered DBA of Modern Display Service, Inc., a Utah Corporation, and its employees, directors, officers, agents, assigns, affiliated companies and related entities not limited to any subcontractors we may appoint. "Exhibitor" or "you" means the exhibitor as set forth in an applicable Order, its employees, directors, officers, agents, representatives or any exhibitor appointed contractor ("EAC") which may act on behalf of the exhibitor. "Order" means the purchase order, work order or other similar order form accompanying these terms and conditions, which, together with the terms and conditions set forth herein, comprise the entire Agreement between ME&E and the Exhibitor.

PAYMENT TERMS:

We require 100% payment with Order for rentals, services, anticipated material handling and drayage charges, and applicable sales tax. We require a valid credit card on file prior to the acceptance of any Order. We accept VISA, MASTERCARD, AMERICAN EXPRESS and DISCOVER cards. By providing your credit card number and information to us via a Payment Authorization form or placing Orders online, you agree that we may place your credit card information on-file to be used for any additional show site services or future purchases. Your credit card information will remain on-file for the duration of the event. Full payment must accompany all orders and be received by our office prior to the applicable deadline date to qualify for any discounted or advance order rates. All orders received after applicable deadlines will be charged at standard rates.

PLEASE NOTE THAT PURCHASE ORDERS ARE NOT ACCEPTABLE AS A FORM OF PAYMENT.

We accept company checks, drawn on a US bank as a form of payment. We do not accept personal checks as payment.

To pay by check, mail your check, along with your Order to:

Modern Expo & Events
3370 W 500 S
Salt Lake City, UT 84104

We accept ACH and Wire Transfers as a form of payment. For ACH or Wire Transfer information, please call our Exhibitor Service team at (801) 983-8102.

All invoiced amounts are due upon receipt of invoice. ME&E does not offer credit terms. Any unpaid balance after the close of the show will accrue interest at the rate of 1.5% per month (18% per annum). You are responsible for all costs and fees incurred by us that are associated with collecting your unpaid balance. These may include, but are not limited to: reasonable attorneys fees, court costs and other collection costs.

You are responsible for the payment of all sales, use or other similar taxes that due in connection with the performance of this Agreement. If you claim Tax Exempt status, you must provide us, in advance, a valid Tax Exemption Certificate issued by either the local taxing authority of the location in which the event is taking place, or, if you claim federal tax exemption, by the United States Government.

You are primarily responsible for the payment of all third-party charges. In the event that you contract with an exhibit house or enlist the services of an Exhibitor Appointed Contractor to handle your display/exhibit and order any services on your behalf, ME&E will agree to third-party billing provided that the Third-Party Payment Authorization Form and Exhibitor



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Exhibitor Terms & Conditions (cont'd)

Appointed Contractor Form ("EAC") are completed and returned in advance. By providing the Third-Party Payment Authorization Form, the Exhibitor agrees that they are primarily responsible for the payment of all charges. In the event the named third-party or EAC fails to pay all charges, such charges will be paid by the Exhibitor upon submission of an invoice, including any and all fees associated with the collection of this account.

Copies of invoices may be obtained from the Exhibitor Service Desk prior to the close of the show. No credit will be given after the close of the show for any items or services ordered, but claimed not to have been received. Cancellation of service(s) made prior to the delivery or execution of the service are subject to a 50% cancellation fee. Cancellation of service(s) made after delivery or execution of service are subject to a 100% cancellation fee.

MODERN EXPO & EVENTS' RESPONSIBILITIES:

We are only responsible for those services that we provide directly to you. We are not responsible for any persons, parties or other contracting firms not under or direct supervision and control. We are not responsible for loss, delay or damage due to strike, lockout, work stoppages, weather, natural disaster, vandalism, civil disturbance, power or other utility failures, acts of terrorism, war or threat of war or war-like actions, acts of God or other cause beyond our reasonable control. Nor are we responsible for ordinary wear and tear in the handling of materials. We will provide material handling services as your agent, not as bailee or shipper, and shall have no responsibility or obligation thereunder.

PACKAGING AND CRATES:

We 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 wrappings, or for improperly packaged materials. In addition, we are not responsible for crates and packaging materials which are unsuitable for handling, in poor condition or have prior damage. Crates and packaging should be of a design that adequately protects the contents for handling by forklift and other mechanical means.

STORAGE:

We are not responsible for loss or damage to crates, containers or packaging materials or the contents therein while containers are in storage, including but not limited to exhibitor accessible storage or cold storage. You acknowledge that storage charges are for use of space and are not a form of security or insurance from loss.

Empty container labels will be available at the Exhibitor Service Desk. Affixing labels to containers is the sole responsibility of the Exhibitor or its representatives. All labels from prior events should be removed or covered. We are not responsible for your failure to follow these procedures; removal of containers with old empty labels or without ME&E labels; shipping of containers with improper information or empty labels; or the removal or disposition of materials stored in containers with empty labels. You understand that the labels are used for storage of empty containers only and that we are not liable for loss or damage to any contents while containers are in storage, or for any mislabeled containers.

SHOW SITE:

You are solely responsible for damage or loss to any rental items in your possession or under your control in connection with your performance hereunder, including but not limited to damage or stains to carpet, furniture or other items. Neither you or your EAC may use any type of mechanical lift on the exhibit floor, including but not limited to forklifts, pallet jacks, or man lifts.

Our working hours are subject to change due to holidays, time of day or night worked, amount of time worked and specific facility or union requirements. The normal categories of hourly labor charges are: straight or regular time, overtime, double time and holiday pay. Such hours and charges are set forth on the applicable Order.

INBOUND SHIPMENTS:

Shipments may be delivered to your booth space prior to you or your representatives arrival, during which time the material will be left unattended. We are not liable or responsible for any loss, damage, theft or disappearance to your materials after they have been delivered to your booth site.

We are not responsible for shipments received without individual freight bills, such as UPS, FedEx or other carriers who deliver in bulk and who do not wait for piece/shipment counts or verification of condition for individual shipments. Such shipments are subject to verification and correction of count and condition and our receiving documents indicating any exceptions as delivered shall take precedence over shipper's signature of receipt.

OUTBOUND SHIPMENTS AND ITEMS LEFT AT SHOW SITE:

There may be a period of time between the completion of packing your materials for outbound shipment and the actual pick-up of those materials from your booth for loading onto a carrier during which time materials will be left unattended. We are not liable or responsible for any loss, damage, theft or disappearance to your materials after they have been readied for shipment and the time they are picked up from your booth space.

We are not responsible for shipments left in your booth or other areas of the exhibit space or dock areas. We will count and ship pieces as we find shipments when we removed them from the exhibit space. Circumstances may also necessitate that these items be removed to our warehouse or other remote facility and shipped from there. You are responsible for any additional charges that may result from shipments left on-site without proper shipping instructions or for materials abandoned on site. You should insure your materials against loss, damage or theft.

All Material Handling Forms submitted to us by you will be checked at time of pick-up from the booth and corrections made when there is a discrepancy between the items listed on any form and the actual number/weight of items at the booth at time of pick-up.

We reserve the right to dispose of any items left on the show floor without liability if left unattended, left without labels or incorrectly labeled, or abandoned. Disposal fees will be charged to your account.

Materials are loaded onto the carrier under the direction and supervision of the carrier's representative of driver. Any loading onto the carrier will be understood to be under the



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Exhibitor Terms & Conditions (cont'd)

Exclusive supervision and control of the carrier representative or driver. We are not responsible for liability due to loss, damage, theft or disappearance of your materials that is caused by, arises out of, or related to improperly loaded materials.

RE-ROUTED FREIGHT:

In order to expedite the removal of materials from the show site as required by the show manager or exhibition facility, we shall have authority to change your designated carrier if that carrier does not pick-up the shipment at the appointed time. Where no disposition instructions are made by you, materials may be removed to a remote location to await your shipping instructions, and/or consigned to a carrier of our choice. You agree to be responsible for any charges related to re-routing or special handling.

INSURANCE:

ME&E is not an insurer. We do not offer exhibit insurance products. Insurance on exhibit materials, including any materials offered for sale, shall be obtained by you at your sole expense from a third-party insurance provider. You agree to provide, or cause your insurance provider to provide, us a release from subrogation to the extent of any insurance claim/settlement.

CLAIMS FOR LOSS:

In order for any claim to be considered valid, you agree that notice of loss of damage to materials must be made to us or our agent within 24 hours of occurrence or any incident or prior to close of show or removal of materials, whichever is later. All claims reported after such period will be rejected. Such notice must include detail sufficient to identify the materials claimed to be lost or damaged, asserting our liability for alleged loss or damage and documentation including the specified or determinable value of the claim. Damage reports, incident reports, inspection reports, notations of shortages or damage on freight bills or other documents do not constitute filing of a claim.

- (a) **PAYMENT MAY NOT BE WITHHELD.** In the event of any dispute between you and us related to any loss, damage or claim, you will not be entitled to and will not withhold payment or any partial payment due to us as an offset against the amount of any alleged loss or damage. Any claims against us shall be considered to be separate transactions and shall be resolved on their own merits.
- (b) **MAXIMUM RECOVERY.** If found liable for any loss, our sole and exclusive maximum liability for loss or damage to your materials and your sole and exclusive remedy is limited to \$0.30 per pound per article with a maximum of \$1,000 per shipment, whichever is less.
- (c) **BREACH OF CONTRACT AND/OR NEGLIGENCE ONLY.** Our liability shall be limited to any loss or damage which results solely from our gross negligence in the actual physical handling of the items comprising your shipment(s) OR which results from a material breach of this Agreement and not for any other type of loss or damage. In no event shall we be liable to you or to any other party for special, collateral, exemplary, indirect, incidental, consequential, or punitive damages, whether such damages occur either prior or subsequent to, or are alleged as a result of, tortious conduct, failure of our equipment or services or breach of any of the provisions of this Agreement, regardless of the form of action, whether in contract or in tort, including strict liability and negligence, even if we have been advised or has notice of the possibility of such damages, or for any damages caused by your failure to perform your responsibilities. Such excluded damages include but are not limited to loss of profits, loss of use, interruption of business or other consequential or indirect economic issues.

DECLARED VALUE:

Declarations of value are between you and your selected carrier only and are in no way an extension of our maximum liability as stated herein. We will use commercially reasonable efforts to transmit the declared value instructions to the selected carrier. However, we will not be liable for any claim arising from the transmittal of, or failure to transmit, declared value instructions to the carrier, nor for any failure of the carrier to uphold the declared value or any other term of carriage.

FACILITIES AND SHOW ORGANIZERS:

You agree and understand that you, your agents, representatives, contractors and anyone working on your behalf must abide by and adhere to the rules and regulations of the exhibit facility and any regulations implemented by the Show Organizer. These rules and regulations include but are not limited to labor jurisdiction, health and safety, work hours, manner of work, etc. Please consult the individual rules and regulations published for your exhibit facility and by your Show Organizer.

TERMINATION:

We may immediately terminate this Agreement upon written notification in the event you breach any provision hereof. We may also terminate this Agreement for any reason for no reason upon ten (10) days prior written notice to you. In either case, you shall be responsible for any fees incurred prior to the effective date of such termination.

INDEMNIFICATION:

You agree to indemnify, defend and forever hold harmless Modern Display Service, Inc. DBA Modern Expo & Events, and our employees, directors, officers and agents from any and all demands, claims, causes of action, fines, penalties, damages (including consequential), liabilities, judgements and expenses including but not limited to reasonable attorney's fees and investigation costs on account of personal injury, death, or damage to or loss of property or profits arising out of or contributed to by any of the following:

- Your negligent supervision of your personnel (including but not limited to any labor secured through us) or the negligent supervision of such personnel by any of your employees, agents, representatives, contractors, customers or invitees.
- Your negligence, willful misconduct, or deliberate act, or the negligence, willful misconduct, or deliberate act by your employees, agents, representatives, contractors, customers or invitees, including, but not limited to the misuse, improper use, unauthorized use or alteration of or negligent handling of our equipment.
- Your violation of federal, state or local ordinances.
- Your violation of show rules and/or regulations as set forth by the facility or show management.

WAIVER AND RELEASE:

You agree to waive and release all claims against us with regard to all matters for which we have disclaimed liability pursuant to the provisions of this Agreement.



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Exhibitor Terms & Conditions (cont'd)

SEVERABILITY:

If any provision of this Agreement is deemed to be invalid, illegal or unenforceable, the remainder of this Agreement shall remain in effect and shall not be impacted by such a finding.

WAIVER:

No waiver by us of any of the provisions of this Agreement is effective unless explicitly set forth in writing by us. No failure to exercise, or any delay in exercising, any right, remedy, power or privilege arising from this Agreement operates, or may be construed, as a waiver thereof. No single or partial exercise of any right, remedy, power or privilege hereunder precludes any other or further exercise thereof or the exercise of any other right, remedy power or privilege.

ASSIGNMENT:

You will not assign, transfer, delegate or subcontract any of your rights or obligations under this Agreement without our prior, written consent. Any purported assignment or delegation in violation of this Section shall be null and void. No assignment or delegation shall relieve you of any of your obligations hereunder. We may, at any time, any or all of our rights or obligations hereunder without your prior consent to any affiliate, person or party acquiring all or substantially all of our assets.

RELATIONSHIP OF THE PARTIES:

The relationship of the parties is that of independent contractors. Nothing contained in this Agreement shall be construed as creating any employment, partnership, agency, fiduciary, joint venture or other form of joint enterprise between the parties. Neither party shall have the right to contract for or bind the other party in any manner whatsoever.

NO THIRD-PARTY BENEFICIARIES:

This Agreement is for the sole benefit of the parties hereto and their respective successors and permitted assigns. Nothing herein, whether express or implied, is intended to or shall confer upon any other person or entity, any legal or equitable right, benefit or remedy of any nature under or by reason of this Agreement.

SURVIVAL:

The provisions of this Agreement which, by their nature, should apply beyond their terms, shall remain in force after any termination or expiration of this Agreement.

AMENDMENT AND MODIFICATION:

This Agreement may only be amended or modified in writing stating specifically that it amends this Agreement and that is signed by an authorized representative of each party.

GOVERNING LAW, JURISDICTION:

This Agreement shall be construed under the laws of the State of Utah and shall be subject to the jurisdiction of the federal or state courts located in Salt Lake County, Utah.

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EXHIBITOR SERVICES ORDER FORM

For Electrical, Telephone, Cable TV, Air, Water and Drain.

**AVOID 20% SURCHARGE BY PLACING YOUR ORDER
ONLINE!**

For Advanced Rate, orders must be placed no later than two weeks prior to first show move-in date at:

www.denverconvention.com/exhibit-at-an-event



COLORADO

CONVENTION CENTER



Order online at:
orders.smartcitynetworks.com
or call 888.446.6911

YOUR ROADMAP TO A SUCCESSFUL EVENT

