



*PROGRESSIVE*<sup>®</sup>  
**MIAMI**  
INTERNATIONAL  
**BOAT SHOW**

2016

MIBS EXHIBITOR MANUAL



**E V E N T S T A R**  
S T R U C T U R E S



**E V E N T S T A R**  
S T R U C T U R E S

Dear Exhibitor,

Eventstar Structures is proud to be the exclusive provider of tent structures and accessories for The 2016 Progressive Insurance Miami International Boat Show being held at the historic Miami Marine Stadium Park and Basin on Virginia Key, February 11<sup>th</sup>-15<sup>th</sup> in Miami, Florida.

Below you will find information pertinent to securing your structure for the event. Eventstar will be providing specific structure offerings, as well as design and development services.

You will be able to submit your order to Eventstar via their website. If you have any questions or concerns, please use the contact information below to get in contact with The Eventstar MIBS 2016 team.

**EVENTSTAR**

**Registration Website:**

<http://www.eventstarexpo.com>

**Address:**

**8150-B NW 90<sup>th</sup> ST  
Medley, FL 33166**

**Contact Information:**

[miamiboatshow2016@eventstar.com](mailto:miamiboatshow2016@eventstar.com)

**305-969-0191** Office  
**305-969-2761** Fax

# Frequently Asked Questions:

## HOW DO I PLACE MY ORDER?

Orders can be placed at our MIBS 2016 Portal: <http://www.eventstarexpo.com>

Inquiries may be sent to: [miamiboatshow2016@eventstar.com](mailto:miamiboatshow2016@eventstar.com)

Eventstar's mailing address is as follows:

**EVENTSTAR STRUCTURES**  
**8150-B NW 90 Street**  
**Miami, FL 33166**

Orders will not be processed without full payment. Please review our Payment Policies for detailed information. Don't forget to keep a copy of your order for your records.

## DO I HAVE TO PAY IN ADVANCE FOR SERVICES OR CAN I BRING A CHECK TO THE SHOW?

Full payment must be received for services requested before the order will be processed. To secure your order, you must sign your Invoice, The Eventstar Terms and Conditions, and submit 100% payment. Orders are reserved on a first come, first served basis.

## WHEN IS THE DEADLINE TO PLACE ORDERS?

Orders for tenting should be placed no later than January 9<sup>th</sup>, 2016 to keep the standard pricing listed below. Any orders or changes after this date will be billed at an increased rate and subject to availability.

## DOES THE COST OF THE TENT INCLUDE LABOR INSTALL AND DISMANTLE?

Labor is included in the pricing below based on normal business hours and a standard setup scenario, with level flooring and no obstructions.

## WILL EVENTSTAR HANDLE PERMITTING?

City Building Permit is required for any structure over 100 sq. ft. Permits will be provided at an additional cost based on square footage,

## CAN ITEMS BE ATTACHED TO THE STRUCTURE?

No alterations (drilling, tapping, gluing, etc) can be made to the structure without Eventstar's prior consent. If changes are made, damages will be billed at full replacement cost plus an administrative fee.

## HOW LONG DO I HAVE TO REMOVE ITEMS PRIOR TO DISMANTLE?

All items must be removed from the structures by 12 PM on February 16<sup>th</sup>, 2016.

## HOW DO I ORDER ELECTRICAL SERVICES?

Electrical Service must be ordered separately through the show's electrical contractor, Edd Helms Electric.

# Limits & Liability

## RESPONSIBILITY FOR LABOR

- **EVENTSTAR**, and its subcontractors, shall not be responsible for loss, delay or damage due to strikes, lockouts or work stoppages of any kind.
- **EVENTSTAR**, and its subcontractors, shall not be responsible for loss, injury or damage caused by laborers or equipment furnished by **EVENTSTAR** or its subcontractors, except when such laborers are working for or operating equipment under the direct supervision of a supervisor designated by **EVENTSTAR** or its subcontractors.
- **EVENTSTAR**, and its subcontractors, shall not be liable to any extent for any actual potential or assumed loss of profits or revenues, or for any collateral costs, which may result from any loss, injury or damage to an exhibitor's materials or exhibitor personnel, which may make it impossible or impractical to exhibit exhibitor's materials.
- Claims for loss, injury or damage, which are not submitted in writing to **EVENTSTAR** within (30) thirty days after the close of the event, at which the loss, injury, or damage occurred, shall be considered waived. No suit or action shall be brought against **EVENTSTAR** or its subcontractors more than one year after the accrual of the action.
- The placing of an order for the services of laborers and the use of equipment by an exhibitor, or any agent of the exhibitor shall be construed as an acceptance by such exhibitor or agent of terms and conditions set forth.
- **EVENTSTAR** and its subcontractors will not be responsible for any damages caused while handling the Exhibitors display and its components during set up, storage, and dismantling. Exhibitor should inform in writing any special handling conditions prior to shipping to and from.

## PAYMENT TERMS

- In order for us to process your order for services and materials listed in this Exhibitor Service Manual, we must have full payment in advance.
- All payments must be made via wire transfer or Credit Card (Visa or Mastercard)
- **All inquiries must be resolved and completed before you leave the event.**

## ORDERS, QUESTIONS, & ADJUSTMENTS

- Orders by telephone will not be accepted.
- All advance orders, must be paid-in-full at the time the order is placed.
- Any discrepancy in items ordered and items received, or any complaint or question concerning service, must be reported to **EVENTSTAR** immediately. Issues will be resolved and/or any valid adjustments will be made at that time and approved by the **EVENTSTAR** supervisor in charge. **Credits and adjustments will not be made on information received after the show.**
- Items cancelled on show site or after delivery are **non-refundable** and billed at 100%. There will be no refunds for any Services reserved and paid for in advance.

# Payment Policies

- **Full payment must be received for services requested before the order will be processed.**
- All prices include delivery, installation, and rental charge for the duration of the event and removal at completion.

## PAYMENT OPTIONS

### Payment by Wire Transfer

#### WIRE PAYMENT INSTRUCTIONS:

Bank Name: Stonegate Bank

Bank ABA: 067015724

Beneficiary Name: Eventstar Structures Corp

Beneficiary Address: 8150-B NW 90th Street, Medley, FL 33166

Beneficiary Account: 1046358

#### ACH PAYMENT INSTRUCTIONS:

Receiving Bank: Stonegate Bank

Routing Number: 067015724

For Credit to: Eventstar Structures Corp.

Account #: 1046358

Orders will **NOT** be processed without full payment.

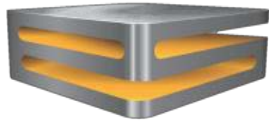
## INTERNATIONAL EXHIBITORS

Exhibitors must pay for all services in US funds and must be drawn from a US bank.

---

Please email [miamiboatshow2016@eventstar.com](mailto:miamiboatshow2016@eventstar.com) with any additional rental items or service requests not mentioned above for availability and pricing.

Please return all Order Forms [miamiboatshow2016@eventstar.com](mailto:miamiboatshow2016@eventstar.com)



**E V E N T S T A R**  
S T R U C T U R E S

**TENT OPTIONS**

Tent Structures			
Item Description	UM	Price	
10'x10' Curv Structure	EA	\$325.00	
10'x20' Curv Structure	EA	\$650.00	
10'x30' Curv Structure	EA	\$975.00	
10'x40' Curv Structure	EA	\$1,300.00	
20'x10' Curv Structure	EA	\$650.00	
20'x20' Curv Structure	EA	\$1,300.00	
20'x30' Curv Structure	EA	\$1,950.00	
20'x40' Curv Structure	EA	\$2,600.00	
30'x10' Curv Structure	EA	\$975.00	
30'x20' Curv Structure	EA	\$1,950.00	
30'x30' Curv Structure	EA	\$2,925.00	
30'x40' Curv Structure	EA	\$3,900.00	
33'x12' Curv Structure	EA	\$1,287.00	
33'x24' Curv Structure	EA	\$2,574.00	
33'x36' Curv Structure	EA	\$3,861.00	
33'x48' Curv Structure	EA	\$5,148.00	
Longer structures are available in the 10', 20' and 30' spans. Extended structures will be billed at \$3.25/sq ft			
<p><i>* 10' and 20' spans extend in 10' increments. 33' spans extend in 12' increments</i></p> <p><i>** Prices based on regular work hours, and work on flat surfaces with no obstructions</i></p> <p><i>*** Custom Structure options available, subject to different pricing</i></p> <p><i>**** Price includes Labor for installation</i></p> <p><i>***** Structures will be secured via clamps and docks provided by NMMA</i></p> <p><b>***** Parapet Structure/Signage not included and would be billed separately if requested</b></p>			

Tent Accessories			
Cladding	UM	Price	
White Vinyl Walls for 10' and 20' Structures	Per 10' Bay	\$45.00	
White Vinyl Walls for 33' Structure	Per 12' Bay	\$65.00	
Clear Vinyl Walls for 10' and 20' Structures	Per 10' Bay	\$60.00	
Clear Vinyl Walls 33' Structure	Per 12' Bay	\$85.00	
Glass or Hard Wall Option*	Per Bay	\$650.00	
Double Glass Door*	Each	\$700.00	
<b>* Transport on glass walls or doors will be billed separately depending on quantities</b>			
Lighting			
500W Par 64 Lights (**Lights Only, power and connections must be ordered separately through Edd Helms Electric)	Each	\$95.00	
Hi-Bay Lights (**Lights Only, power and connections must be ordered separately through Edd Helms Electric)	Each	\$275.00	

Life Safety (if Provided by Eventstar)			
Fire Extinguisher w/ clip	Each	\$70.00	
Lit Exit Sign (**Signs Only, power and connections must be ordered separately through Edd Helms Electric)	Each	\$120.00	
No Smoking Sign	Each	\$10.00	

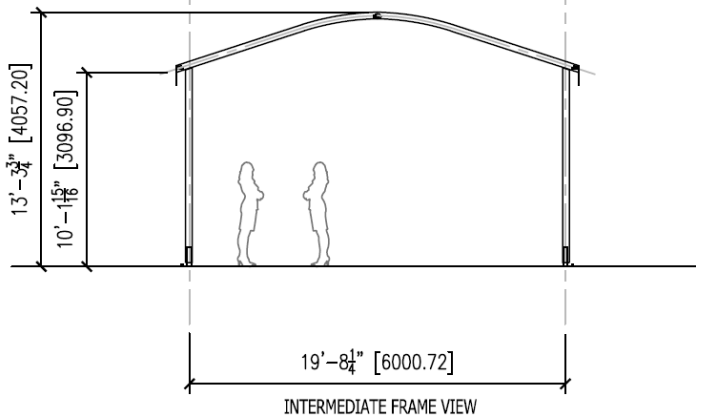
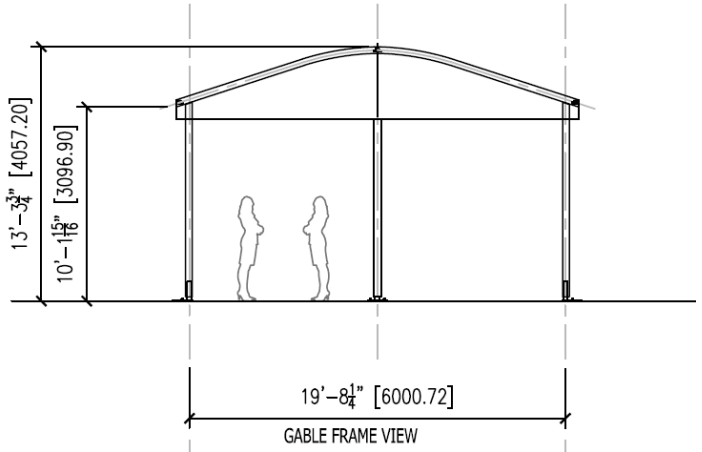
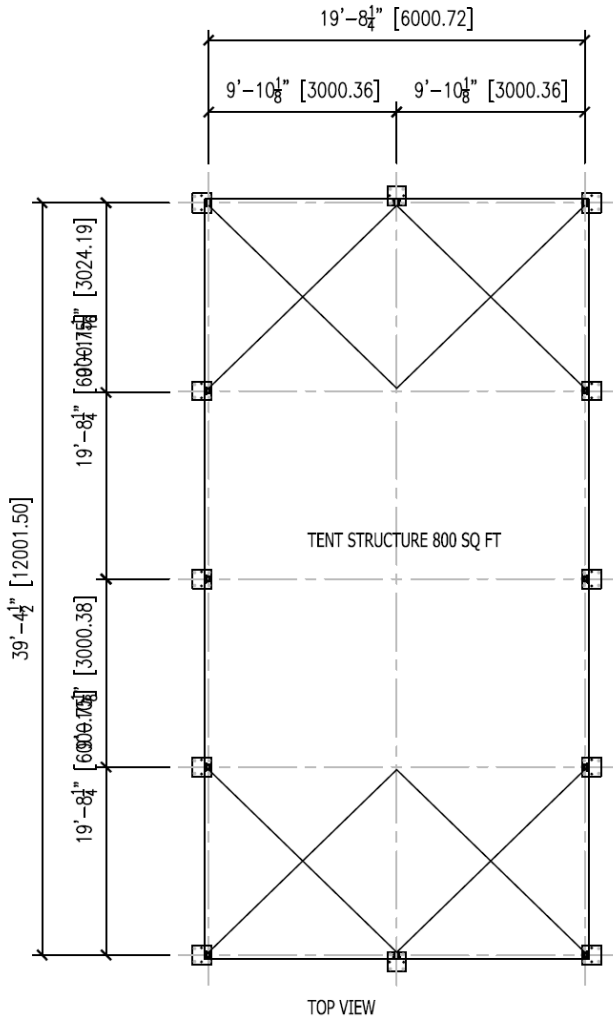
HVAC			
2 Ton Interior Portable AC Unit	EA	\$650.00	Deadline to Order is 12/1/2015
Vinyl Wall w/ Plug for Portable AC Unit	EA	\$175.00	Deadline to Order is 12/1/2015
5 Ton Exterior AC Unit	EA	\$1,200.00	Deadline to Order is 12/1/2015
Vinyl Wall w/ 2 Cutouts for Primary and Return	EA	\$175.00	Deadline to Order is 12/1/2015
<p>* 1 Unit minimum per 200 sq ft for 2 ton Interior Portable AC Units   1 Unit minimum per 300 sq ft for 5 Ton Exterior Unit  ** Portable AC Units are Interior units. Specs are available upon request  *** Condensation Pans of Portable AC Units will be required to be changed every 2-4 hours. These pans hold 5 gallons of water, and can weigh up to 45 lbs.  **** Eventstar will only provide units. Clients should contact Edd Helms Electric for all electrical services.  ***** Exterior unit requires a 3'x5' external footprint for staging  ***** Exterior unit includes ducting for Primary and Return</p>			

Services			
Design Services	UM	Price	
Drafting and Render Services (If Requested)	Per Hour	\$100.00	
Printing of Gable and Parapets (UPON REQUEST)	N/A	Request	Deadline for printing is 11/15/2015

Transportation			
Delivery and Pickup of 10' and 20' Spans up to 40' Long	Each	\$175.00	
Delivery and Pickup of 33' Span up to 40' Long	Each	\$300.00	
Delivery and Pickup of HVAC Units	Each	\$175.00	

# Sample Structure

## Example 20'x40'x10' Curv Structure



### MIBS PROJECT 2016

The size above is just for reference, and final specifications for your structure will be sent to you after receiving your inquiry.