

Surf Expo

Orange County Convention Center - South Halls

September 6 - 8, 2012

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Need Assistance?

Toll Free: 800.475.2098 | Tel: 702.515.5970 | www.ges.com/chat

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Order Directly Online:
<https://ordering.ges.com/Show/Info/052003567>

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GES Information and Order Forms

All orders are governed by the GES Payment Policy and GES Terms & Conditions of Contract as specified in this Exhibitor Services Manual.

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Official Service Provider

Global Experience Specialists, Inc. (GES)
7000 Lindell Road
Las Vegas, NV 89118-4702

Phone (in USA): 800.475.2098
FAX (in USA): 866.329.1437
Contact us Online: www.ges.com/chat

International Calls: 702.515.5970
International Faxes: 702.263.1520

GES is here to take care of your on-site needs. All contractors and production personnel will be available, along with any services you might desire such as Furniture and Material Handling.

Show Information

Booth Size: 10' Wide x 10' Deep
Backwall Drape: White
Sidewall Drape: White
Facility Carpet Color: Multicolored

Important Dates *Be sure to check all order forms for additional deadlines*

Discount Deadline Date

Tuesday, August 14 GES orders must be received with payment by this date.

Installation

| | | | |
|------------|-------------|--------------------|--|
| Tuesday, | September 4 | 7:00 AM - 10:00 PM | MOVE-IN/SET-UP **Dock Doors and POV Door Will Be Shut At 6:00 PM. The Hall Will Remain Open For Set-Up For Exhibitors Already In The Hall Until 10:00 PM. ** |
| Wednesday, | September 5 | 7:00 AM - 10:00 PM | MOVE-IN/SET-UP **Dock Doors and POV Door Will Be Shut At 6:00 PM. The Hall Will Remain Open For Set-Up For Exhibitors Already In The Hall Until 10:00 PM. ** |

Show Hours

| | | | |
|-----------|-------------|-------------------|---|
| Thursday, | September 6 | 8:00 AM - 6:00 PM | Show Is Open **Exhibits Must Be Fully Assembled and Operational By 7:00 AM. |
| Friday, | September 7 | 8:00 AM - 6:00 PM | |
| Saturday, | September 8 | 9:00 AM - 4:00 PM | |

Dismantle

| | | |
|-----------|--------------|--------------------|
| Saturday, | September 8 | 4:00 PM - 10:00 PM |
| Sunday, | September 9 | 8:00 AM - 6:00 PM |
| Monday, | September 10 | 8:00 AM - 12:00 PM |

Please take notice - this event moves out on overtime, all applicable surcharges will apply

Carrier Check-in Post-Show

Monday, September 10 10:00 AM Carriers post-show must be checked-in by this time.

Facility Clear

Monday, September 10 12:00 PM All exhibitor materials must be removed.

Please note on installation days September 4th and 5th. Exhibits shipped via crate must have all crate contents unpacked by 3:00 PM. Please label all empty crates. ALL crates will be removed from the exhibit hall starting at 6:00 PM. Any exhibits not fully complete by 10:00 PM must hire additional security. Security order forms may be found under additional services portion of this service kit

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Shipping Addresses *Use Provided Shipping Labels in this Exhibitor Services Manual to Expedite Handling*

Consign all **domestic** shipments c/o GES. Please do **not** consign **international** shipments c/o GES; however, please contact our international division at: GESLogistic_international@ges.com.

Advance Shipments to Warehouse:

c/o GES
Surf Expo
(Your Company Name & Booth Number)
7945 Mandarin Drive
Orlando, FL 32819
USA

Shipments should arrive on or between:

August 1 - 30, 2012
Hours for receiving are Monday - Friday, 8:00 AM - 4:30 PM

Direct Shipments to Exhibit Site:

c/o GES
Surf Expo
(Your Company Name & Booth Number)
Orange County Convention Center - South Halls
9899 International Drive
Orlando, FL 32819
USA

Shipments should arrive on:

September 4, 2012, 8:00 AM - 8:00 PM
September 5, 2012, 8:00 AM - 8:00 PM

Marshaling Yard Site Address:

c/o GES
Surf Expo
(Your Company Name & Booth Number)
7945 Mandarin Drive
Orlando, FL 32819
USA



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We have designed this form to help you better understand the role of the Official Service Provider, the services we offer and to provide tips to maximize your cost savings.

What is an Official Service Provider?

GES has been selected as the Official Service Provider by the show organizer to design and produce your show. Because of the many areas that GES is involved in at the show, we are familiar with the key individuals managing your event. If at any time during the planning process you are unsure where to turn, just ask us – we're at your service.

Many Exhibitors are not aware of the depth and breadth of products and services offered by GES. Because we have insight into and control of the entire show process, we can generally save you time and money by assisting in your pre-show planning.

GES Show Services

Booth Furniture & Accessories

The booth furniture & accessories brochure showcases a wide variety of both standard and specialty furniture. All items rented from GES will automatically be delivered to your booth and picked up at the close of the show, with no material handling charges incurred by you.

Booth Carpet

GES offers a wide variety of carpet selections. The booth carpet brochure covers carpet choices from standard to custom color, size, grade, padding and booth cleaning. All carpet packages are available with no hidden costs or handling charges.

Custom Exhibits

Let GES design and build an extraordinary custom exhibit that will deliver your marketing message. Please visit our design gallery at www.ges.com.

Installation & Dismantle Services

If you already own an exhibit, or plan to purchase one, you will need to arrange for installation and dismantling of your booth. As the Official Service Provider on this show, GES provides you with the best labor and on-site personnel from move-in to move-out.

Graphics

Give visitors to your exhibit a great first impression by displaying captivating graphics and signs.

Shipping

GES can manage your transportation without a hassle. We offer simplified rates, online tracking, and single invoicing. Call to have your "shipping made easy."

Lighting & Rigging

A great way to maximize your visibility on the show floor is by creating mood and movement in your booth through lighting.

Work Zone

Customer acknowledges that the show site and surrounding areas are active work zones. Customer, its agents, employees and representatives are present at their own risk.

How Can I Order My Show Services?

Expresso is GES' new planning, ordering and management system. You can order everything you need for your tradeshow exhibits, view account order history, download the show schedule and so much more.

Step 1: Go to <https://ordering.ges.com>

Step 2: Find your show by typing the name of it into the search box and select it.

Step 3: Browse products and services and make your selections. When you add the first item or service into your cart, you will be prompted to sign in or create an account if you have not ordered on Expresso before.

Step 4: When you're ready to complete your order, click into your shopping cart to complete and submit the required information.

GES National Servicer®

The GES National Servicer® provides consistency and continuity of customer service for exhibitors at all GES shows, offering the following services:

- Single point of contact for all GES shows
- Coast to coast time zone coverage
- Personalized exhibitor service for all pre- and post-show orders

7050 Lindell Road
Las Vegas, NV 89118
Phone: 800.475.2098 / Fax: 866.329.1437
International Phone: 702.515.5970 / Fax: 702.263.1520
Online Chat: www.ges.com/chat

GES Servicer®

Once you are at the show, the GES Servicer® is onsite to place any last minute orders and provide show information.

Exhibitor Services

Our Exhibitor Services organization is the service team responsible for answering exhibitor questions, processing your orders and handling any special requests. They are the conduits between production, operations and your exhibiting needs. Regardless of your request, you can contact them for advice and information about the show – if they don't know the answer, they will find it!

Need Assistance?

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As your tradeshow partner, our goal is to provide you with hassle-free service so you can get on with your show. Even if you use an Exhibitor Appointed Contractor, you should have a basic working knowledge of the Exhibitor Services Manual contents and information.

By following the information below, you will enjoy a smooth trade show experience.

Ordering Trade Show Services.

- Please include your complete customer information on each order form including address with zip code, phone and fax numbers, e-mail addresses, company, and contact name and most importantly, booth number. If you have multiple booth locations, please complete separate order forms for each location (booth, meeting room, etc.).
- Please ensure that the credit card information is complete and correct including the expiration date.
- When ordering carpet, draped tables or counters remember to select the colors you desire.
- Please make sure that the size of the carpet you order is appropriate for your booth space (e.g.; do not order a 10' x 20' carpet for a 10' Wide x 10' Deep booth).
- Keep the total square footage of your booth space in mind when you order your decorating items. Don't order more than will comfortably fit in your booth and still allow you to do business.

Inbound - Move In.

- Confirm your furnishings orders with the GES National Servicer[®] www.ges.com/chat. You should receive a confirmation of your order within 3-5 days of placement.
- **Confirm target dates with GES and communicate them to your carrier. Refer to the Special Handling brochure enclosed to ensure that you do not incur special handling charges. You may want to share this brochure with your carrier.**
- Keep the phone number of your carrier with you, including weekend contact.
- Have your hotel information available, including phone number, address etc.
- After emptying crates, place empty labels on all sides of your crates and cases. Remember to remove old empty labels. Additionally, empty labels are sometimes color coded, so make sure you get the correct color and be sure your booth number is on each label.

Showsite.

Put together a trade show survival kit to include in your freight or carry with you, including:

- Small Tool Kit
- Staples, Scissors, Tape
- Pens & Markers for labels
- First Aid Kit
- Bottled Water

Work Zone.

- Customer acknowledges that the show site and surrounding areas are active work zones. Customer, its agents, employees and representatives are present at their own risk.

Outbound - Move Out.

- Keep in mind, the return of empty containers varies depending on the size of the show, so coordinate your outbound flight to accommodate this. GES does not provide security at show site. It is the Customer's responsibility to stay with their property. GES is not responsible for loss or damage to property left in the Customer's booth at any time for any reason.

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Safety is very important for everyone working in the exhibit hall.

Global Experience Specialists, Inc. (GES) values safety throughout our organization and demonstrates it in the work we perform. By following the safety guidelines below you will be doing your part in creating a safe work environment.

Safety Guidelines:

- Only authorized personnel and employees allowed, all others are prohibited.
- This is an active work zone.
- All exhibitors and attendees enter at their own risk. Do not enter the dock/yard areas.
- Stay clear of heavy machinery.
- Never stand on furniture.
- Wear closed toe shoes.
- Clean up or report spills.
- Keep aisles free and clear of any and all debris.
- Practice good housekeeping.
- Check electrical cords for damage.
- Protect valuables at show site.
- Report any fires immediately.

If you notice anything unsafe please contact a GES employee immediately.

During move in and move out individuals under the age of 18 are prohibited from being on or around the show floor. Show sites during these times are similar to a construction zone and considered to be hazardous. OSHA regulations prohibit minors from being present in a hazardous work environment.



STOP. THINK. SAFETY.

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Union Information

To assist you in planning your participation in your Orlando area show, we are certain you will appreciate knowing in advance that union labor will be required for certain aspects of your exhibit handling.

Global Experience Specialists, Inc. (GES) will have trained labor available to assist you in all aspects of the setup and dismantle of your booth and with the movement of your equipment. Union exhibit labor claims jurisdiction for the installation, dismantling and cleaning of prefabricated exhibits and displays when this work is done by persons other than full time company personnel. Exhibitors handling this work themselves must be prepared to provide proof of full time employment. Labor may be employed by completion of labor forms enclosed in the service kit. If, however, you hire any labor to assist you, it should be through the Official Services Contractor. All mechanical equipment on the trade show floor must be under the care, custody and control of GES. This includes Forklifts, Scooters, Pallet Jacks, Genie Lifts, etc. as well as all other equipment mechanical in nature.

Freight Handling Jurisdictions

Global Experience Specialists, Inc. (GES) has the responsibility of receiving and handling all exhibit materials and empty crates. It is their responsibility to manage docks and schedule vehicles for the smooth and efficient move-in and move-out of the exhibition. Global Experience Specialists, Inc. (GES) will not be responsible, however, for any materials they do not handle. Global Experience Specialists, Inc. (GES) will have COMPLETE control of the loading docks at all times. If you wish to unload or load, you must report to the GES Servicer. Do not proceed to the docks until authorized to do so.

Vehicles must not be left unattended at the loading areas. Any unattended vehicles will be towed away at the owner's expense.

The Fire Marshal absolutely prohibits the storage of empty containers in the exhibit hall. Arrangements are available with Global Experience Specialists, Inc. (GES) to store empty crates. Please refer to the MATERIAL HANDLING & SHIPPING INFORMATION in the service kit for the handling of empties.

The following is a guideline of the work your company's staff is permitted to do:

- w Transport small items to your booth by hand, or with personally owned 2-wheel carts (**GES will have carts available for GES' use only**). All forklifts will be operated by GES. Personally Owned Vehicles (POV's) such as cars, pick up trucks and minivans that are utilized for the unloading/loading of exhibit materials will be monitored by GES Freight Personnel. This will allow exhibitors the opportunity to unload quickly and safely into the exhibit area. All box trucks, straight trucks, personal trucks over one ton, trailers and bobtails or other larger vehicles not classified as a Personally Owned Vehicle, will be directed to the marshalling yard area for GES freight handling services.
- w Unpacking and uncrating of boxes, equipment, merchandise, etc.
- w Fine-tuning/calibrating your equipment and the interconnection of computers and peripherals.
- w The setup of signs/graphics.
- w After electrical service has been ordered and the power box delivered, you may plug in your own equipment. However, for safety reasons, if your equipment needs to be hard wired, electricians must do the work.

In General

Craftsmen at all levels must be instructed to refrain from expressing any grievances or directly challenging the practices of any exhibitor. All questions originated by labor are to be expressed only to Global Experience Specialists, Inc. (GES) and/or the Exhibit Manager. Exhibitors are asked to refrain from voicing labor complaints directly to craft personnel. Any questions regarding contract labor should be directed to the Exhibit Manager or Global Experience Specialists, Inc. (GES).

Should you have questions about the work you can perform, please contact GES or Show Management. Rates for moving shipments from the dock to your booth are located on the Material Handling Form. This form includes rates for handling shipments received at show site and at the GES warehouse.

Gratuities

Our work rules prohibit the SOLICITATION OR ACCEPTANCE of tips in cash, product or gifts in kind by any employee (union or non-union). Our employees are paid appropriate wages denoting professional status, therefore tipping of any kind is not allowed.

Work Zone

Customer acknowledges that the show site and surrounding areas are active work zones. Customer, its agents, employees and representatives are present at their own risk.

Always Honest Hotline

GES requires the highest standards of integrity from all employees. Please call our confidential Always Honest hotline at 866.225.8230 to report fraudulent or unethical behavior.

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GES Terms & Conditions are subject to change at GES' sole discretion without notice to any parties.

I. Definitions

GES: Global Experience Specialists, Inc., is hereinafter referred to as GES and/or GES Logistics, and/or Trade Show Electrical (a/k/a TSE) and/or Trade Show Rigging (a/k/a TSR) and their employees; **Agents:** GES' agents, sub-contractors, carriers, and the agents of each; **Customer:** Exhibitor or other party requesting Services from GES; **Goods:** Exhibits, property, and commodities of any type for which GES is requested to perform Services; **Carrier:** Motor carrier, van line, air carrier, or air or surface freight forwarder; **Shipper:** Party who tenders Goods to Carrier for transportation; **Cold Storage:** Holding of Goods in a climate controlled area; **Accessible Storage:** Holding of Goods in an area from which Goods may be removed during shows; **Services:** Warehousing, transportation, drayage, un-supervised labor, supervised labor and/or related services; **Show Site:** The venue or place where an exposition or event takes place; **Supervised Labor (OK TO PROCEED):** Union labor that is provided to a Customer to install or dismantle a booth or exhibit space, and is supervised and/or directed by GES; **Un-Supervised Labor (DO NOT PROCEED):** Union labor that is provided to a Customer to install or dismantle a booth or exhibit space and pursuant to Customer's election is not supervised and/or directed by GES. Customer assumes the responsibility and any liability arising therefrom, for the work of union labor when Customer elects to use un-supervised labor.

II. Scope

These Terms and Conditions shall be binding upon Customer, GES, and their respective Agents and representatives, including but not limited to Customer contracted labor such as Customer Appointed Contractors and Installation and Dismantle Companies, and any other party with an interest in the Goods. Each shall have the benefit of and be bound by all provisions stated herein, including but not limited to time limits and limitations of liability.

III. Customer Obligations

- Payment for services.** Customer shall be liable for all unpaid charges for services performed by GES or Agents. Customer authorizes GES to charge its credit card directly for services rendered on Customer's behalf after departure, by placing an order on-line, via fax, phone or through a work order on site.
- Credit Terms.** All charges are due before Services are performed unless other arrangements have been made in advance. GES has the right to require prepayment or guarantee of the charges at the time of request for Services. A failure to pay timely will result in Customer having to pay in cash in advance for future services. GES retains its right to hold Customer Goods for non-payment. If a credit card is provided to GES, GES is authorized to bill to such credit card any unpaid charges for services provided to Customer, including charges for return shipping. Any charges not paid within 30 days of delivery will be subject to interest at 1 1/2% per month until paid.

IV. Mutual Obligation Indemnification

- Customer to GES:** Customer shall defend, hold harmless and indemnify GES from and against any claims, lawsuits, demands, liability, costs and expenses, including reasonable attorney's fees and court costs, resulting from any injury to or death of persons, or damage to property other than Goods, relating to or arising from performance of Services herein. Customer agrees to indemnify and hold GES harmless for any and all acts of its representatives and agents, including but not limited to Customer Appointed Contractors and Installation and Dismantle Companies, any subcontractor or other user of its space or any agents or employees engaged in business on behalf of Customer or present at Customer's invitation, including supervision of labor secured through GES. Customer's obligations under this provision shall not apply to GES' own negligence and/or willful misconduct. **CUSTOMER ACKNOWLEDGES THAT THE SHOW SITE IS AN ACTIVE WORK ZONE AND CUSTOMER, ITS AGENTS, EMPLOYEES AND REPRESENTATIVES ARE PRESENT AT THEIR OWN RISK.**

- GES to Customer:** To the extent of GES' own negligence and/or willful misconduct, and subject to the limitations of liability below, GES shall defend, hold harmless and indemnify Customer from and against any claims, lawsuits, demands, liability, costs and expenses, including reasonable attorney's fees and court costs, resulting from any injury to or death of persons, or damage to property other than Goods. GES' obligations under this provision shall not apply to claims for bodily injury arising a) from Customer's presence in areas which have been marked as "off limits to exhibitors"; and b) when exhibitors are present in the facility prior or subsequent to the effective dates or hours of Exhibitor's space lease with show management.

V. DISCLAIMER AND LIMITATION OF LIABILITY

UNDER NO CIRCUMSTANCES WILL ANY PARTY BE LIABLE FOR SPECIAL, INCIDENTAL, CONSEQUENTIAL INDIRECT OR PUNITIVE DAMAGES, INCLUDING BUT NOT LIMITED TO LOSS OF PROFITS OR INCOME. GES SHALL BE LIABLE, SUBJECT TO THE LIMITATIONS CONTAINED HEREIN, FOR LOSS OR DAMAGE TO GOODS ONLY IF SUCH LOSS OR DAMAGE IS CAUSED BY THE DIRECT NEGLIGENCE OR WILLFUL MISCONDUCT OF GES. CLAIMS PRESENTED FOR LOSS OR DAMAGE ARISING OUT OF INCIDENTS REFERENCED IN SECTION VI HEREIN WILL BE DENIED.

VI. No Liability for Loss or Damage to Goods

- Condition of Goods:** GES shall not be liable for damage, loss, or delay to uncrated freight, freight improperly packed, glass breakage or concealed damage. GES shall not be liable for ordinary wear and tear in handling of Goods or for damage to shrink wrapped Goods. All Goods shall be able to withstand handling by heavy equipment, including but not limited to forklifts, cranes, or dollies. It is the Customer's responsibility to ensure that Goods are packaged correctly prior to shipment or movement on or off the Show floor.
- Receipt of Goods:** GES shall not be liable for Goods received without receipts, freight bills, or specified piece count on receipts or freight bills, or for bulk shipments (i.e., UPS, air freight, or van lines). Such Goods shall be delivered to booth without the guarantee of piece count or condition.
- Force Majeure:** GES shall not be liable for loss or damage that results from Acts of God, weather conditions, act or default of Customer, shipper, or the owner of the Goods, inherent nature of the Goods, public enemy, public authority, labor disputes, and acts of terrorism or war.
- Cold Storage:** Goods requiring cold storage are stored at Customer's own risk. GES assumes no liability or responsibility for Cold Storage.
- Accessible Storage:** GES assumes no liability for loss or damage to Goods while in Accessible Storage. Storage charges are for the use of space and are not a form of insurance, or a guarantee of security.
- Unattended Goods:** GES assumes no liability for loss or damage to unattended Goods received at Show Site at any time from the point of receipt of inbound Goods until the loading of the outbound Goods, including the entire term of the respective show or exhibition. Customer is responsible for insuring its own Goods for any and all risk of loss.
- Empty Storage:** GES assumes no liability for loss or damage to Goods or crates, or the contents therein, while containers are in Empty Storage. It is Customer's sole responsibility to affix the appropriate labels available at the GES Service Desk for empty container storage, and ensures that any pre-existing empty labels are removed.
- Forced Freight:** GES is not liable for Customer Goods left on the show floor after the show closing deadline, with or without a Material Handling Services/Straight Bill of Lading signed by Customer. It is Customer's responsibility to complete accurate paperwork for shipping and to

ensure Customer Goods are properly labeled. If Customer Goods remain on the floor after the show closing deadline, GES has the right to remove the Customer Goods. GES is authorized by Customer to proceed in the manner chosen by Customer on the Order of Material Handling Services/Straight Bill of Lading, if one has been completed, or otherwise to ship Customer Goods at the discretion of GES and at Customer's expense. GES shall incur no liability for such shipment. GES retains the right to dispose of Customer Goods without liability if left on the show floor unattended, without labels or not correctly labeled.

- Concealed Damage:** GES shall not be liable for concealed loss or damage including but not limited to: glass, electronic equipment, prototypes, original art, uncrated Goods, or improperly packaged or labeled Goods.
- Unattended Booth:** GES shall not be liable for any loss or damage occurring while the Goods are unattended in Customer's booth at any time, including, but not limited to, the time the Goods are delivered to the dock until the time the Goods are received by Customer's chosen carrier. All Material Handling Forms and/or Straight Bills of Lading covering outgoing Goods submitted to GES will be checked at the time of pickup from the booth and corrections to the count or condition will be documented where discrepancies exist.
- Hanging items from Booth:** Customer shall not hang any articles, merchandise, product, advertisements, or other similar items from GES supplied booth materials (this includes but is not limited to GES panels or pipe and drape), utilized in Customer's own booth set up or in areas occupied by the show organizer or third parties. If Customer does hang any prohibited items, Customer alone shall be held liable for any damages, costs, actions or injuries resulting from the hanging of such item(s). GES shall have no liability for any damages, costs, actions or injuries arising out of Customer's failure to comply with this provision.

VII. Measure of Damage

- Sole Relief:** If found liable for any loss, GES' sole and exclusive maximum liability for loss or damage to Customer's Goods is limited to \$50 (USD) per pound with a maximum liability of \$100.00 (USD) per container, or \$1,500.00 (USD) per shipment whichever is less.
- Labor:** GES assumes no liability for loss, damage, or bodily injury arising out of Customer's supervision of GES provided union labor. If GES supervises labor for a fee, GES shall be liable only for actions or claims arising out of its negligent supervision. Such liability shall be limited to the cost to Customer of the supervised labor or the depreciated value of the Goods, whichever is less. If Customer elects to use unsupervised labor, then Customer assumes all liability for the actions or claims that arise out of such work, including but not limited to loss, damage or bodily injury and shall provide GES and show management with an indemnity, including defense costs, for any claims that result from Customers' supervision or failure to supervise assigned labor.

VIII. Miscellaneous

- Insurance. GES IS NOT AN INSURANCE COMPANY AND DOES NOT OFFER OR PROVIDE INSURANCE.** It is the obligation of Customer to ensure Goods are insured at all times. Loss or theft of the Goods in storage or in transit to and from the show and or while on the show floor is the sole responsibility of Customer. GES recommends Customer arrange for all Risk Coverage.
- Notice of Loss or Damage:** In order to have a valid claim, notice of loss or damage to Goods must be given to GES or its agent within 24 hours of occurrence (as evidenced in an Incident Report completed at Show Site by GES) or delivery of outbound Goods.
- Filing of Claim:** Any claim for loss or damage to Goods must be in writing, containing facts sufficient to identify the Goods, asserting liability for alleged loss or damage, and making claim for the payment of a specified or determinable amount of money. Such claim must be filed with the appropriate party within the time limits specified herein. Damage reports, incident reports, inspection reports, notations of shortage or damage on freight bills or other documents, do not constitute filing of a claim. Claims for Goods alleged to be lost, stolen or damaged at the Show Site must be received in writing by GES within thirty (30) days after the close of the show. Claims for Goods alleged to be lost or damaged during transit must be received by the responsible party within nine (9) months of date of delivery of Goods. GES Logistics subcontracts the movement of Goods to third party carriers. Claims for damage in transit should be made directly with your carrier as shown on the Material Handling form/ Bill of Lading. In the event of a dispute with GES, Customer will not withhold payment or any amount due GES for Services as an offset against the amount of the alleged loss or damage. Customer agrees to pay GES prior to the close of the show for all such charges and further agrees that any claim Customer may have against GES shall be pursued independently by Customer as a separate action to be resolved on its own merits. GES retains the right to pursue collection on amounts owed after show close, without regard to any amount alleged to be owed for damage, or loss.
- Filing of Suit:** Any action at law regarding loss or damage to Goods must be filed within one (1) year of the date of declaration of any part of a claim (logistics claims excluded).

IX. Jurisdiction, Choice of Forum

These Terms and Conditions of Contract shall be governed by and construed in accordance with the applicable laws of the United States or, alternatively, and depending on jurisdiction, the laws of the State of Nevada. The parties hereby submit to jurisdiction and venue in the United States Federal District Court of Nevada, or as applicable depending upon jurisdiction, the County Circuit Court in Clark County, Nevada.

X. Advanced Warehousing/Temporary Storage/Long Term Storage

All terms and conditions relative to Advanced Warehousing/Temporary Storage/Long Term Storage are contained in separate agreements titled "Storage Agreement". In the event that a Storage Agreement is not executed between the parties, the following shall apply with respect to GES' liability for Customer Goods. The responsibility of GES with respect to Customer Goods is limited to the exercise of ordinary care and diligence in handling and storing of Customer Goods. GES shall be liable only for loss or damage to Goods caused by GES' sole negligence. GES' liability is limited to \$60 (USD) per pound with a maximum liability of \$100.00 (USD) per container, or \$1,500.00 (USD) per shipment whichever is less. In case of partial loss or damage, the maximum liability shall be prorated based on weight. GES is not responsible for any loss or damage to Goods caused by, but not limited to fire, theft, the elements, vandalism, moisture, vermin, mechanical breakdown or failure, freezing or changes in temperature, as well as any other causes beyond GES' immediate control. GES is not responsible for the marring, scratching or breakage of glass or other fragile items. GES is not liable for the mechanical functions of instruments or appliances even if such articles are packed or unpacked by GES. In no event shall GES be liable for special, incidental, indirect or consequential damages, including business loss of any kind, resulting from any damage to or loss of the Goods or from any act or failure to act. Customer pays storage fees or costs for advance warehousing for use of the space only. There is no guarantee of security or representations made by GES as to appropriateness of the conditions for Customer Goods. The risk of loss remains Customer's alone and GES recommends the Customer carry and maintain insurance in amounts sufficient to cover its risk.

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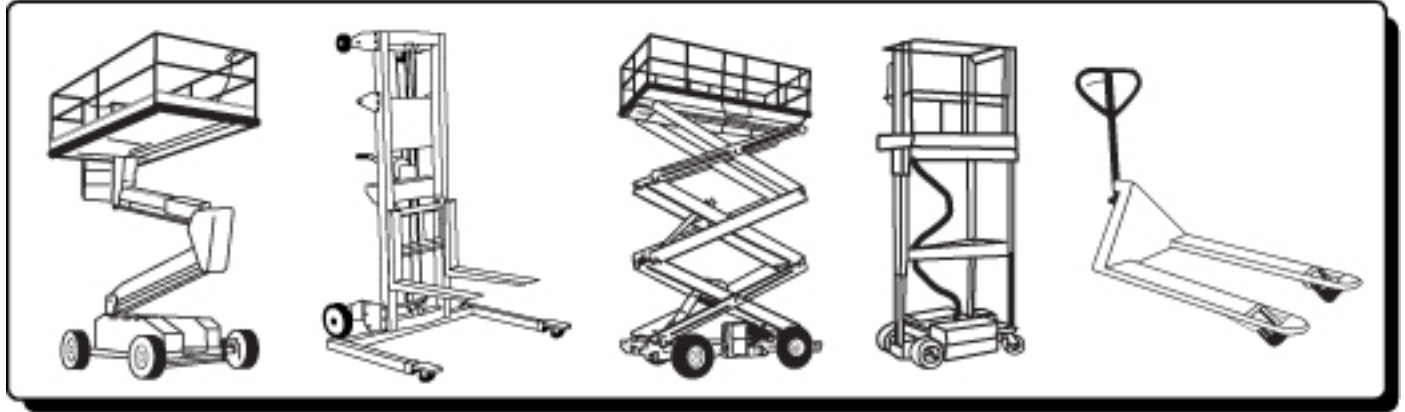
Order Directly Online:

<https://ordering.ges.com/Show/Info/052003567>

Surf Expo

Orange County Convention Center - South Halls
September 6 - 8, 2012

ATTENTION ALL EXHIBITORS!



The operation or use of all motorized lifting equipment for installation of booth structures or signs is not permitted by exhibitors or their appointed contractors.

The operation or use of motorized or mechanical material handling equipment is not permitted by exhibitors or their appointed contractors. This also includes all mechanical scooters and carts.

ALL LIFTS, SCOOTERS, PALLET JACKS, DOLLIES AND MANPOWER MUST BE PROVIDED BY THE OFFICIAL SERVICE PROVIDER.

Scooters and carts may only be used by the individuals to whom the scooters and carts are issued. GES equipment is for use by GES employees only. Please **do not** take it for your use.

Customer acknowledges that the show site and surrounding areas are active work zones. Customer, its agents, employees and representatives are present at their own risk.

Thank you for your complete cooperation.

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052003567

Surf Expo

Orange County Convention Center - South Halls
September 6 - 8, 2012

ATTENTION:

PETROLEUM SURCHARGE INFORMATION

Increased petroleum costs have impacted every facet of our business, from the cost of carpeting, plastics, visqueens, graphic substrates, propane & diesel fuel.

While the cost of gasoline has fluctuated greatly in recent months, the costs for other petroleum based products still are at record levels. GES has enacted a petroleum surcharge to partially recover the increased costs related to petroleum.

The Petroleum Surcharge will result in a 3% increase on all services published in the exhibitor services manual with the exception of GES Logistics, which already has a fuel surcharge built into the rates. These charges will be shown as a separate line item on your GES invoice.

GES thanks you for your continued support and patience during this critical time.

Need Assistance?

Toll Free: 800.475.2098 | Tel: 702.515.5970 | www.ges.com/chat



Order Directly Online:

<https://ordering.ges.com/Show/Info/052003567>

Surf Expo

Orange County Convention Center - South Halls
September 6 - 8, 2012

Official Service Provider

Show Organizer, acting on behalf of all Exhibitors and in the best interest of the exposition, has appointed Official Service Providers to perform and provide necessary services and equipment. Official Service Providers are appointed to:

- Ensure the orderly and efficient installation and removal of the overall exposition,
- Assure the distribution of labor to all Exhibitors according to need,
- Provide sufficient labor to satisfy the requirements of Exhibitors and for the exposition itself,
- See that the proper type and limits of insurance are in force, and
- Avoid any conflict with local union and/or exhibit hall regulations and requirements.

The Official Service Providers will provide all usual trade show services, including labor. Exceptions are:

- a. Supervision may be provided by the Exhibitor.
- b. The Exhibitor may appoint an exhibit installation contractor or display builder.

In both such instances, GES shall have no liability to any party for damage or injuries caused by Exhibitor or its third party agents. Exhibitor is responsible for the actions of its third party contractors.

Exhibitor Appointed Contractors

Exhibitors may employ the service of independent contractors to install and dismantle their display, providing the Exhibitor and the installation and dismantling contractor comply with the following requirements:

1. The Exhibitor must notify Show Management in writing and Global Experience Specialists, Inc. (GES) of the intention to use an independent contractor no later than 30 days prior to the first move-in day furnishing the name, address and telephone number of the firm.
2. The Exhibitor shall provide evidence that the Exhibitor Appointed Contractor has proper insurance by submitting a certificate of insurance prepared by the "Exhibitor Appointed Contractor's" insurance agent with a minimum of coverage and limits as described below.
 - a. Commercial General Liability with limits of not less than \$1,000,000 each occurrence, \$2,000,000 general aggregate and \$2,000,000 products & completed operations aggregate.
 - b. Umbrella/Excess Liability with a limit of not less than \$1,000,000 each occurrence.
 - c. Workers Compensation, as required by law, with Employers Liability Limits of not less than \$1,000,000 each accident, \$1,000,000 disease - each employee and \$1,000,000 disease - policy limit.
 - d. Automobile Liability with a limit of not less than \$1,000,000 combined single limit - each accident.
 - e. The Commercial General Liability Policy shall name Global Experience Specialists, Inc. (GES) (Official Service Provider), Surf Expo (Show Management), Surf Expo (Show) and Orange County Convention Center - South Halls (Facility) as additional insureds on a primary and non-contributory basis. See attached sample certificate of insurance.
3. Any Exhibitor who has identified an Exhibitor Appointed Contractor must ensure that the Exhibitor Appointed Contractor has a current Certificate of Insurance on file with GES or Show Management evidencing the correct coverage at least 10 days prior to the first move-in date for the show or the Exhibitor Appointed Contractor will not be able to have access to the facility to perform any work.
4. Customer acknowledges that the show site and surrounding areas are active work zones. Customer, its agents, employees and representatives are present at their own risk.

For your safety, be aware of the following:

- a. Do not enter dock areas in search of empty crates. Entry into these areas is at your sole risk.
- b. During tear down, pull all manageable structures back from aisle carpet lines. Electronics, mannequins, etc. should be placed in the center of the booth.
- c. Be aware of vehicle traffic inside and outside of the facility. All attendees are solely responsible for their own safety in parking lots, driveways, access roads and non-exhibit hall areas.
5. For services such as electrical, plumbing, telephone, cleaning and drayage, no service provider other than the Official Service Provider will be approved. This regulation is necessary due to licensing, insurance and work done on equipment and facilities owned by parties other than the Exhibitor. Exhibitors shall provide only the material and equipment they own and is to be used in their exhibit space.
6. Exhibitor Appointed Contractor compliances:
 - a. Must agree to abide by all rules and regulations of the show as outlined in this exhibitor kit including all union rules and regulations.
 - b. Must have all business licenses, permits and Workers Compensation Insurance required by the State and City governments and the convention facility management prior to commencing work. A certificate of insurance complying with all requirements in paragraph 2 above must be submitted to GES at least 10 days prior to the first date of move in.
 - c. Will be responsible for all reasonable costs related to its operation including, but not limited to, overtime pay for stewards and restoration of exhibit space to its initial condition.
 - d. Must furnish Show Management and Global Experience Specialists, Inc. (GES) with the names of all on-site employees who will be working on the exposition floor and see that they have and wear at all times necessary identification badges as determined by Show Management.
 - e. Shall be prepared to show evidence that it has a valid authorization from the Exhibitor for services. The Exhibitor Appointed Contractor may not solicit business on the exhibit floor.
 - f. Must confine its operations to the exhibit area of its clients. No service desks, storage areas or other work facilities will be located anywhere in the building. The show aisles and public space are not a part of the Exhibitor's booth space and must be kept clear. Exhibitors may be charged for costs related to movement of its property if the Exhibitor Appointed Contractor does not contain its operations within the confines of the booth.
 - g. Shall provide, if requested, evidence to Global Experience Specialists, Inc. (GES) that it possesses applicable and current labor contracts and must comply with all labor agreements and practices. The Exhibitor Appointed Contractor must not commit or allow to be committed by persons in its employment any acts that could lead to work stoppages, strikes or labor problems.
 - h. Must coordinate all of its activities with Global Experience Specialists, Inc. (GES).
 - i. Must comply with all reasonable rules and regulations of the venue, Show Management and/or Official Service Provider in order to create a safe work environment. A failure to do so can result in a delay or termination of your right to continue if the condition cannot be corrected.
 - j. May not move freight from one booth to another booth, or to meeting rooms. GES must provide labor.
7. All information must be received in the Global Experience Specialists, Inc. (GES) office no later than 10 days prior to the show.

Need Assistance?

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| ACORD | | CERTIFICATE OF LIABILITY INSURANCE | | | | DATE (MM/DD/YY) 01/01/12 | |
|---|--|---|--|--|---|-----------------------------|--------------------|
| 1. PRODUCER ABC Insurance Agency Fax: (212) 555-6100 1234 Broker Lane New York, NY 10895 Attn: Joe Agent (212) 555-6102 ext. 1234 | | THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER, THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. | | | | | |
| | | INSUREERS AFFORDING COVERAGE | | | | | |
| 2. INSURED Big Boom Company, Inc. 1234 Corporate Lane New York, NY 10895 Attn: Joe Smith Phone: (212) 555-5349 Fax: (212) 555-9819 | | INSURER A: Hartford Insurance Company of Illinois INSURER B: Aetna Casualty & Surety Company INSURER C: Travelers Insurance Company INSURER D: Royal Insurance Company INSURER E: | | | | | |
| COVERAGES | | | | | | | |
| THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OF CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. | | | | | | | |
| INSR LTR | TYPE OF INSURANCE | POLICY NUMBER | POLICY EFFECTIVE DATE (MM/DD/YY) | POLICY EXPIRATION DATE (MM/DD/YY) | LIMITS | | |
| 4. A | GENERAL LIABILITY | 000P98298-A11 | 01/01/12 | 01/01/13 | EACH OCCURENCE | | \$1,000,000 |
| | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY | | | | FIRE DAMAGE (Any one fire) | | \$ 50,000 |
| | <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR | | | | MED EXP (Any one person) | | \$ 5,000 |
| | <input type="checkbox"/> | | | | PERSONAL & ADV INJURY | | \$1,000,000 |
| | <input type="checkbox"/> | | | | GENERAL AGGREGATE | | \$2,000,000 |
| GENERAL AGGREGATE LIMIT APPLIES PER | | | | | PRODUCTS-COMP/OP AGG | | \$2,000,000 |
| <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC | | | | | | | |
| B | AUTOMOBILE LIABILITY | SKLS-029499S | 01/01/12 | 01/01/13 | COMBINED SINGLE LIMIT | | \$1,000,000 |
| | <input checked="" type="checkbox"/> ANY AUTO | | | | (Ea accident) | | |
| | <input type="checkbox"/> ALL OWNED AUTOS | | | | BODILY INJURY | | \$ |
| | <input type="checkbox"/> SCHEDULED AUTOS | | | | (Per person) | | |
| | <input checked="" type="checkbox"/> HIRED AUTOS | | | | BODILY INJURY | | \$ |
| <input checked="" type="checkbox"/> NON-OWNED AUTOS | (Per accident) | | | | | | |
| <input type="checkbox"/> | PROPERTY DAMAGE | | \$ | | | | |
| <input type="checkbox"/> | (Per accident) | | | | | | |
| A | GARAGE LIABILITY | XL1234567 | 01/01/12 | 01/01/13 | AUTO ONLY-EA ACCIDENT | | \$1,000,000 |
| | <input type="checkbox"/> ANY AUTO | | | | OTHER THAN | | \$ |
| | <input type="checkbox"/> | | | | AUTO ONLY: | | \$ |
| | EACH OCCURENCE | | | | \$1,000,000 | | |
| | AGGREGATE | | | | \$1,000,000 | | |
| <input type="checkbox"/> DEDUCTIBLE | | | | | | | |
| <input type="checkbox"/> RETENTION \$ | | | | | | | |
| C | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY | A4145-SS-PJ37 | 01/01/12 | 01/01/13 | <input checked="" type="checkbox"/> WC STATU-ORY LIMITS | OTHER | |
| | E.L. EACH ACCIDENT | | | | \$1,000,000 | | |
| | E.L. DISEASE-EA EMPLOYEE | | | | \$1,000,000 | | |
| | E.L. DISEASE -POLICY LIMIT | | | | \$1,000,000 | | |
| | Each Occurrence & Aggregate | | | | \$1,000,000 | | |
| | | | | | | | |
| D | OTHER | 000P98298-A11 | 01/01/12 | 01/01/13 | | | \$1,000,000 |
| | Professional Liability | | | | | | \$3,000,000 |
| 5. DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS Global Experience Specialists, Inc. (GES) (Official Service Provider), Surf Expo (Show Management), Orange County Convention Center - South Halls (Facility), and Surf Expo (Show) are hereby named as additional insureds, except for Workers' Compensation. Global Experience Specialists, Inc. (GES) and/or the consignor are included as Loss Payee. The insurance provided for the benefit of Global Experience Specialists, Inc. (GES), shall be primary insurance as respects any claim, loss, or liability, arising out of the Named Insured's operations for which the Named Insured is liable. Any other insurance maintained by GES shall be excess and non-contributory. Show date(s) are: September 6 - 8, 2012 at city of Orlando. | | | | | | | |
| 6. CERTIFICATE HOLDER | | X | ADDITIONAL INSURED; INSURER LETTER: X | | CANCELLATION | | |
| Global Experience Specialists, Inc. (GES) Exhibitor Services 4805 Sand Lake Road Orlando, FL 32819-9539 | | | | SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OF REPRESENTATIONS | | | |
| | | | | AUTHORIZED REPRESENTATIVE John Smith, CIC | | | |

- PRODUCER: Insurance Agent / Broker who issues certificate.
- NAME OF INSURED: Must be the legal name of contracting party.
- TYPES OF INSURANCE: Must include types required by contract. See Official Services Provider Information (form L-3) in this exhibitor manual).
- FORM OF COVERAGE: Must be "occurrence" form of coverage.
- NAME ADDITIONAL INSUREDS: Global Experience Specialists, Inc. (GES) (Official Service Provider), Surf Expo (Show Management), Surf Expo (Show) and Orange County Convention Center - South Halls (Facility) as additional insureds on a primary and non-contributory basis.
- CERTIFICATE HOLDER: Must be Global Experience Specialists, Inc. (GES)
- POLICY EFFECTIVE DATE: Must be prior to or coincidental with the first day of Exhibitor Move-In.
- POLICY EXPIRATION DATE: Must be on or after the last day of Exhibitor Move-Out.
- LIMITS OF INSURANCE: Must be the same or greater than required by contract. See Official Services Provider Information (form L-3) in this exhibitor manual.
- NOTICE OF CANCELLATION: 30 days notice must be provided.
- AUTHORIZED REPRESENTATIVE: Must be signed (not stamped) by an authorized representative of Producer.

RETURN TO: Global Experience Specialists, Inc. (GES) • 7000 Lindell Road, Las Vegas, NV 89118-4702 • Fax: 866.329.1437 or 702.263.1520 for international exhibitors
Contact us Online: www.ges.com/chat Phone: 800.475.2098 or 702.515.5970 for international exhibitors

All orders are governed by the GES Payment Policy and GES Terms & Conditions of Contract as specified in this Exhibitor Services Manual.

Surf Expo

Orange County Convention Center - South Halls
September 6 - 8, 2012

Form Deadline Date:
August 5, 2012

| | | |
|--------------------|---------------------|--------------------|
| COMPANY NAME _____ | EMAIL ADDRESS _____ | BOOTH NUMBER _____ |
|--------------------|---------------------|--------------------|

An Exhibitor Appointed Contractor is a company other than the "general or official" service provider on the show, or third party service provider designated by the show organizer in the exhibitor manual as the provider of a specific service and requires access to your booth during installation and dismantling. The Exhibitor Appointed Contractor may only provide services in the venue, which are not designated by the venue as "exclusive" to a venue provider, or by the show organizer in a contract as an exclusive service for the "official" or "general" service provider or other third party. If an Exhibitor Appointed Contractor attempts to provide services designated to another party as "exclusive" or is discovered soliciting on the show floor or otherwise does not comply with the rules, the company may be removed from the show floor, and the Exhibitor will not be able to use that company for the remainder of the event.

Due to the necessity of coordinating all activities during the move-in and for security purposes, Exhibitors who choose to use these contractors must complete this form, comply with all rules and regulations (listed below) and supply Global Experience Specialists, Inc. (GES) with all necessary information by the deadline date indicated above.

Exhibitor Appointed Contractor _____

Street Address _____

City, State, Zip _____

Phone (area code _____) _____ Fax (area code _____) _____

Contact: _____

Description of Proposed Service for Exhibitor: _____

This form will only be accepted if filled out by an authorized representative of the exhibiting company. Below are the Rules and Regulations regarding Exhibitor Appointed Contractors. Everyone must abide by these rules, which are accepted industry rules that were drafted by the International Association for Expositions & Events.

Rules & Regulations

1. All Exhibitor Appointed Contractors must comply with show rules and regulations, and accept appropriate liability for any negligent actions.
2. The Exhibitor Appointed Contractor acknowledges that the show site and surrounding areas are active work zones and the Exhibitor Appointed Contractor, its agents, employees and representatives are present at their own risk.
3. The Exhibitor Appointed Contractors shall be prepared to show evidence to the Official Service Provider that it possesses applicable and current contracts.
4. The Exhibitor Appointed Contractors shall be prepared to show evidence it has authorization from the contractor.
5. The Exhibitor agrees that he is ultimately responsible for all services in connection with his exhibit, including freight, drayage, rentals and labor.
6. The Exhibitor Appointed Contractor shall provide certificates of insurance and must agree in writing no later than 10 days prior to show opening.
7. The Exhibitor Appointed Contractor will be responsible for all reasonable costs related to its operation, including overtime pay for stewards, restoration of exhibit space to its initial condition, etc. Where applicable a one hour minimum labor charge will be charged at the appropriate steward rate of pay per day/per union to either the Exhibitor Appointed Contractor/ Exhibitor depending upon the billing arrangement set up with GES. (Based upon Exhibitor Appointed Contractor not number of booths)
8. The Exhibitor Appointed Contractor will not be permitted on the exhibit floor during the show days unless provided a proper registration badge by the exhibiting company.
9. The show aisles and public spaces are not part of the Exhibitor's booth. Therefore, the Exhibitor Appointed Contractor is required to confine all activities to the exhibit space of the Exhibitor who has given the valid order for services. Exhibitors may be charged for costs related to movement of its property if the Exhibitor Appointed Contractor does not contain its operations within the confines of the booth.
10. Solicitation on the exhibit floor is prohibited. Any Exhibitor Appointed Contractor or Non-official contractor engaged in any solicitation on the exhibit floor including the distribution of official company literature will be removed from the exhibit floor, unless pre-approved in writing by Show Organizer or GES Management.

11. During show hours Exhibitor Appointed Contractors only with exhibit badges will be permitted on the exhibit floor. No installation and dismantling crew members will be permitted on the exhibit floor during show hours without the proper Convention name badge supplied by the exhibiting company. These badges should be ordered through the complimentary allotment of registration forms sent to each exhibiting company.
12. The Exhibitor Appointed Contractor shall indemnify and hold Show Management and Global Experience Specialists, Inc. (GES) harmless from and against any and all negligent acts or omissions of Exhibitor Appointed Contractor, its agents, employees and representatives.

For insurance and safety reasons, the Official Service Provider designated in this service manual must be used for services such as:

| | | | |
|------------|----------|-----------------|-------------------|
| Electrical | Plumbing | Booth Cleaning | Decorator Labor |
| Telephone | Rigging | Millwright Work | Material Handling |

No exceptions will be made

Tips to Exhibitor Appointed Contractors

1. Order services required from GES and the Exhibit Hall in advance. Ordering labor or services onsite which contractors may not be prepared to provide immediately may delay the set-up of your booth or force your set-up into overtime.
2. Take steps to protect your client's product in the booth by arranging for booth security and/or cages.
3. Please stay out of adjacent booths during set-up. Exhibitor Appointed Contractors must stay within the confines of the booth.
4. Label empty cartons and crates for storage as soon as they are ready. Holding back on "empties" only adds congestion to the aisles.
5. Do not store empty cartons inside of empty crates. Cartons are returned from storage first so Exhibitors may begin packing their product.
6. Keep "No Freight Aisles" clear at all times. If GES is required to rearrange any material situated in a clearly identified "No Freight Aisle," you or your client depending upon your billing arrangements with GES, will be charged a one hour minimum for forklift rental and labor.
7. Turn in outbound freight bills to the service desk on a timely basis. Holding freight bills until late in the day or turning in large amounts of freight bills to the GES Servicer at one time may delay outbound truck scheduling and subsequently force your loading out into overtime.

Need Assistance?

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All orders are governed by the GES Payment Policy and GES Terms & Conditions of Contract as specified in this Exhibitor Services Manual.

Surf Expo

Orange County Convention Center - South Halls
September 6 - 8, 2012

Material Handling is the unloading of your exhibit materials, delivery to your booth, handling of empty containers to and from storage, and removal of your materials from your booth for reloading onto your outbound carrier. This is not to be confused with the cost to transport your exhibit material to and from the event.

Benefits of Advance Shipping to the GES Warehouse

- Storage of materials for up to 34 days prior to your show.
- Delivery of Shipments to your booth by your published set-up time.
- Some convention centers and hotels do not have facilities for receiving or storing freight.
- Saves valuable set-up time.

How to Ship in Advance to the GES Warehouse

- Remove all old shipping and empty storage labels.
- Fill out and attach enclosed Advance Shipping labels.
- Complete the enclosed Material Handling Order Form.
- Remember to confirm receipt of your shipment prior to leaving for the show.
- All shipments must have a bill of lading or delivery slip showing the number of pieces, weight, and type of merchandise.
- Certified weight tickets must accompany all shipments.
- Take the time to ensure that your display and products are packed neatly and securely.
- Do not ship uncrated materials to warehouse.
- For a rate quote please call GES Logistics at 1.888.454.4437.

How to Ship to Exhibit Site

- Consign all **domestic** shipments c/o GES.
- Do **not** consign **international** shipments c/o GES; however, please contact our international division at: GESLogistic_international@ges.com.
- Remove all old shipping and empty storage labels.
- Fill out and attach enclosed Direct Shipping labels.
- Complete the enclosed Material Handling Information Sheet.
- All shipments must have a bill of lading or delivery slip showing the number of pieces, weight, and type of merchandise.
- Certified weight tickets must accompany all shipments.
- Take the time to ensure that your display and products are packed neatly and securely.
- If you are shipping your carpet and/or lighting truss, make sure it is loaded last so it can be unloaded first.
- For a rate quote please call GES Logistics at 1.888.454.4437.

Freight Carriers

Select a carrier with experience in handling exhibition materials. Make sure to give your carrier explicit information as to where and when to check in. Delivery and pick up times are often out of the range of "normal" delivery hours, make sure your carrier is committed to meeting your target dates and times. While making shipping plans to the Show, also plan for the return shipment. For a rate quote please call GES Logistics at 1.888.454.4437.

Tracking Shipments

Confirm your delivery date and time with your carrier, and have all pertinent shipping information in the hands of your representative at show site. You may also want to review the return of your Goods at the end of the show. GES Logistics domestic shipments can be tracked online by going to: www.ges.com/everything/logistics/tracking/.

Estimating Material Handling Charges

Handling charges are based on the weight of the freight. Shipments are billed by the hundred weight and rounded up to the nearest hundred. Minimum per Shipment may apply, see enclosed Material Handling Order Form for details. Please prepay all shipping charges - GES cannot accept or be responsible for collect shipments. Crated and uncrated shipments must be separated and clearly identified on separate bills of lading with separate weight tickets - otherwise GES will invoice the entire load at the Uncrated rate.

- **Crated** – Material that is skidded, or is in any type of shipping container that can be unloaded at the dock with no additional handling required.
- **Uncrated** – Material that is shipped loose or pad-wrapped, and/or unskidded machinery without proper lifting bars or hooks.

Estimating Material Handling Charges, *continued*

- **Special Handling** - Defined as shipments that are loaded by cubic space and/or packed in such a manner as to require special handling, such as ground loading, side door loading, constricted space loading and designated piece loading or stacked shipments. Also included are mixed shipments and shipments without proper delivery receipts.
- **Overtime Surcharges** - Shows that move-in or move-out on weekends or after 4:30 PM during the weekday, may be subject to additional overtime surcharges. See enclosed Material Handling Order Form for details.
- **Late Surcharges** – May be charged an additional overtime surcharge
 - a. If advance freight is received before or after the published deadline date for shipments to arrive at the warehouse. See enclosed Material Handling Order Form for details.
 - b. Freight shipments sent to the show after it has opened.
 - c. Freight shipments that are received at showsite that do not meet their published date & time.
- **Shipment Surcharges** – A surcharge will be incurred per shipment for those that are received with incomplete information on shipping labels identifying company name and booth number and/or shipments that are left on the show floor at the end of the show with no labels and no bill of lading turned in.

Machinery Labor and Equipment

Labor and equipment for uncrating, unskidding, positioning, leveling, dismantling, recrating, and reskidding machinery and/or equipment must be ordered separately. Place your order for this labor using the In-Booth Forklift & Labor Order Form. If your material requires specialized rigging equipment, please notify us promptly so that we can make arrangements. When possible, supply your own rigging equipment with shipments and pre-rig your material.

Storing Empty Containers

Properly labeled empty shipping cartons will be picked up, stored, and returned after the show. Labels are available at the **GES Servicercenter®** or from your GES Service Executive and are for empty storage only. Depending on the size of the show, it can take from two to twelve hours to return empty crates. Do not store any items in crates marked "empty." GES has no liability for damage to crates or items sent to empty storage in crates.

Outgoing Shipments

An OMHF (Outbound Material Handling Form / Bill of Lading) must accompany all outgoing shipments. Shipping information, outbound forms and labels will be available at the **GES Servicercenter®**. Exhibitors selecting non-official carriers will need to make their own arrangements for pickup. Make sure that someone from your company will be on-site to oversee the outbound shipment of your display and product.

Measure of Damage

- **Liability** – GES is liable for loss or damage to your Goods only if the loss or damage is caused by GES negligence.
- **Sole Relief** – If found liable for any loss, GES' sole and exclusive maximum liability for loss or damage to Customer's Goods is limited to \$.50 (USD) per pound with a maximum liability of \$100 (USD) per container, or \$1,500.00 (USD) per shipment, whichever is less.

Insurance

All of your Goods should be insured by your own insurance policy. Although we do our best to handle your Goods as our own, there are many variables in shipping and handling that can affect your exhibit and products. GES has published GES Terms & Conditions of Contract that are in this exhibitor service manual. Please read them carefully. It is recommended that your Goods be insured.

Work Zone

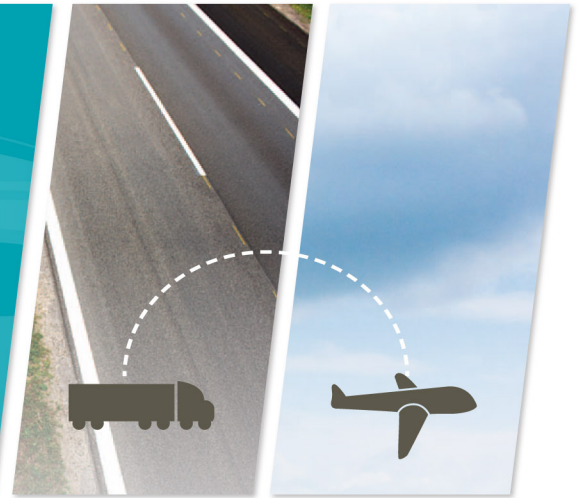
Customer acknowledges that the show site and surrounding areas are active work zones. Customer, its agents, employees and representatives are present at their own risk.

Need Assistance?

Toll Free: 800.475.2098 | Tel: 702.515.5970 | www.ges.com/chat



Get *GES Transportation Plus* and
Save 10%
On Material Handling



With decades of tradeshow experience, GES Logistics understands your transportation needs. As the Official Services Provider for your show, we offer a variety of fully integrated services at competitive rates.

GES Transportation Plus provides:

- Online tracking 24/7
- On-site GES support team
- Consolidated invoice

Note: Round-trip shipping is required to qualify for Transportation Plus rates.
Transportation Plus does not apply to shipments that are considered small package, local or shipments over 5000 lbs.

Get an instant quote today at logisticsquote.ges.com.

RETURN TO: Global Experience Specialists, Inc. (GES) • 7000 Lindell Road, Las Vegas, NV 89118-4702 • Fax: 866.329.1437 or 702.263.1520 for international exhibitors
Contact us Online: www.ges.com/chat Phone: 800.475.2098 or 702.515.5970 for international exhibitors

All orders are governed by the GES Payment Policy and GES Terms & Conditions of Contract as specified in this Exhibitor Services Manual.

Surf Expo

Orange County Convention Center - South Halls
September 6 - 8, 2012

Form Deadline Date:

August 14, 2012

Go to below link to view images and information:
<http://ges.com/ecomm/info/specialhandling.pdf>

| | | |
|--------------|---------------|--------------|
| COMPANY NAME | EMAIL ADDRESS | BOOTH NUMBER |
|--------------|---------------|--------------|

Transportation Plus: Ship With GES Logistics To Receive A 10.00% Savings On Material Handling. To set up your savings with **Transportation Plus** for domestic shipments please call 888.454.4437, or complete the GES Logistics - Domestic Shipping Quote Form (R-8) included in this exhibitor services manual and fax it to 702.515.5972, or email us at GESLogistics@ges.com. For international shipments complete the GES Logistics - International Shipping Quote Form (R-20) in this exhibitor services manual and fax it to 866.329.1437 or 702.263.1520, or email us at GESLogistic_International@ges.com. Call 888.454.4437 for a quote for any shipments that are under 5000 lbs. **Transportation Plus** does not apply to shipments that are considered Small Package, Local or shipments over 5000 lbs. **Round Trip shipping is required to qualify for Transportation Plus rates.**

Price List

Important Information

Advance Shipment to Warehouse (100 lbs. minimum per shipment)

Crated Materials

| Standard Rates | Transportation Plus Saving Rates |
|--------------------|----------------------------------|
| ST/ST \$ 39.75 cwt | \$ 35.78 cwt |
| ST/OT \$ 52.00 cwt | \$ 46.80 cwt |
| OT/OT \$ 64.25 cwt | \$ 57.83 cwt |

Special Handling Materials

| Standard Rates | Transportation Plus Saving Rates |
|--------------------|----------------------------------|
| ST/ST \$ 49.69 cwt | \$ 44.72 cwt |
| ST/OT \$ 65.00 cwt | \$ 58.50 cwt |
| OT/OT \$ 80.31 cwt | \$ 72.28 cwt |

Direct Shipment to Exhibit Site (100 lbs. minimum per shipment)

Crated Materials

| Standard Rates | Transportation Plus Saving Rates |
|--------------------|----------------------------------|
| ST/ST \$ 33.75 cwt | \$ 30.38 cwt |
| ST/OT \$ 43.50 cwt | \$ 39.15 cwt |
| OT/OT \$ 54.00 cwt | \$ 48.60 cwt |

Special Handling Materials

| Standard Rates | Transportation Plus Saving Rates |
|--------------------|----------------------------------|
| ST/ST \$ 42.19 cwt | \$ 37.97 cwt |
| ST/OT \$ 54.38 cwt | \$ 48.94 cwt |
| OT/OT \$ 67.50 cwt | \$ 60.75 cwt |

Uncrated Materials

| Standard Rates | Transportation Plus Saving Rates |
|--------------------|----------------------------------|
| ST/ST \$ 50.63 cwt | \$ 45.57 cwt |
| ST/OT \$ 65.25 cwt | \$ 58.73 cwt |
| OT/OT \$ 81.00 cwt | \$ 72.90 cwt |

How To Know What Rates To Use Based On Show Move-In/Move-Out:

Straight Time: Monday through Friday 8:00 AM to 4:30 PM. Trucks signing in after 2:00 PM may be charged at the overtime rate.

Overtime: All other times, Saturdays, Sundays, Holidays.

ST/ST: If freight will be handled on straight time into the show and out of the show.

ST/OT: If freight will be handled one way on straight time and one way on overtime, either into the show or out of the show.

OT/OT: If freight will be handled on overtime into the show and out of the show.

Certified Weight Tickets Are Required For All Shipments:

Drivers with inbound shipments must check in at the GES warehouse or exhibit site by 2:00 PM to be guaranteed same day unloading. Warehouse receiving hours are Monday - Friday, 8:00 AM - 4:30 PM; Closed 12:00 PM - 1:00 PM & Holidays. In the event of weight discrepancies or shipments received without a certified weight certificate, a \$ 27.65 fee will be charged per shipment.

Advance Shipments to Warehouse: GES will receive uncrated carpet and pad at the warehouse. A special handling charge will apply on these shipments. **Price includes:** unloading crated freight (the warehouse cannot receive uncrated shipments); storing at warehouse for up to 34 days (any materials stored beyond 34 days will incur additional costs applied to your invoice); reloading onto trucks and delivery to the exhibit site; unloading freight and delivery to your booth; picking up, storing, and returning empty shipping containers; and reloading freight for return to your specified destination from exhibit site.

Direct Shipments to Exhibit Site: Price includes: unloading freight and delivery to your booth; picking up, storing, and returning empty shipping containers; and reloading freight for return to your specified destination from exhibit site. However, any materials shipped back to warehouse from exhibit site will incur additional costs applied to your invoice.

Small Packages: Cartons and envelopes received without documentation will be delivered without guarantee of piece count or condition. Maximum weight is 50 lbs. per shipment, per delivery. This includes UPS and Federal Express shipments. All shipments received via air carrier that do not fall under the small package category may be subject to special handling charges.

Measure of Damage: If found liable for any loss, GES' sole and exclusive maximum liability for loss or damage to Customer's Goods is limited to \$.50 (USD) per pound with a maximum liability of \$100 (USD) per container, or \$1,500.00 (USD) per shipment, whichever is less.

Arrival Dates and Surcharges for Shipments: A 30% (\$50.00 minimum) late arrival surcharge based on the above rates will apply to each shipment received not within the below deadlines.

Advance Dates:

Wed, Aug 1, 2012: Advance shipments may begin arriving at warehouse.

Thurs, Aug 30, 2012: Last day for shipments to arrive at warehouse.

Direct Dates:

Tue, Sep 4, 2012: Direct shipments may begin arriving at exhibit site after 8:00 AM.

Wed, Sep 5, 2012: Last day for shipments to arrive at exhibit site by 8:00 PM.

Please Indicate Below

Calculate Total CWT (Enter in increments of 100's only; round up to the next 100 mark if your weight is more than 8 lbs. over the previous 100 mark. **100** pound minimum per shipment.)

_____ pounds ÷ 100 = _____ Total CWT

Shipment Will Be Sent To:

☐ Exhibit Site ☐ Warehouse

On Date: _____

By Carrier: _____

Total Number of Pieces: _____

We understand that your calculation is only an estimate. Invoicing will be done from the actual weight. Adjustments will be made accordingly.

Place Order Here

(Please Complete R-8 or R-20 for Using GES Logistics)

| SMALL PACKAGE DESCRIPTION | PRICE | X QUANTITY = TOTAL PRICE |
|---------------------------------------|----------|--------------------------|
| Small Package, 1st Carton | \$ 37.00 | 1 \$ |
| Small Package, Each Additional Carton | \$ 12.25 | \$ |

| MATERIAL HANDLING DESCRIPTION | PRICE | X | CWT | = TOTAL PRICE |
|--|-------|--------------|-----|---------------|
| | | | | \$ |
| A. Total All Items Ordered | | | | \$ |
| B. Petroleum Surcharge Assessment: 3% | | A x 3% = B | | \$ |
| C. Subtotal | | A + B = C | | \$ |
| D. Labor Tax: 6.5% | | C x 6.5% = D | | \$ |
| E. Payment Enclosed | | C + D = E | | \$ |

I agree in placing this order that I have accepted GES Payment Policy and GES Terms & Conditions of Contract.

Authorized Signature - Please Sign: X

| | |
|--------------------------------|------|
| AUTHORIZED NAME - PLEASE PRINT | DATE |
|--------------------------------|------|

Need Assistance?

Toll Free: 800.475.2098 | Tel: 702.515.5970 | www.ges.com/chat



Order Directly Online:

<https://ordering.ges.com/Show/Info/052003567>

USE THESE SHIPPING LABELS AS THEY WILL EXPEDITE HANDLING. *Copies of these labels are acceptable if additional labels are needed.*

R-5



FROM:



TO:

FULL EXHIBITING COMPANY NAME AT SHOW

Surf Expo

NAME OF EXHIBITION

0520003567

BOOTH NUMBER

C/O GES
7945 Mandarin Drive
Orlando, FL 32819
USA

SHIPMENT SHOULD ARRIVE ON OR BETWEEN:
Wednesday, Aug 1, 2012 - Thursday, Aug 30, 2012

CERTIFIED WEIGHT TICKETS ARE REQUIRED FOR ALL SHIPMENTS. Drivers must check in by 2:00 PM to be guaranteed same day unloading. Warehouse receiving hours are Monday - Friday, 8:00 AM - 4:30 PM; Closed 12:00 PM - 1:00 PM & Holidays.

Carrier _____
Number _____ of _____ pieces



FROM:



TO:

FULL EXHIBITING COMPANY NAME AT SHOW

Surf Expo

NAME OF EXHIBITION

0520003567

BOOTH NUMBER

C/O GES
7945 Mandarin Drive
Orlando, FL 32819
USA

SHIPMENT SHOULD ARRIVE ON OR BETWEEN:
Wednesday, Aug 1, 2012 - Thursday, Aug 30, 2012

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Carrier _____
Number _____ of _____ pieces





FROM:



TO:

FULL EXHIBITING COMPANY NAME AT SHOW

Surf Expo

NAME OF EXHIBITION

0520003567

BOOTH NUMBER

C/O GES

Orange County Convention Center - South Halls

9899 International Drive


Orlando, FL 32819

USA

SHIPMENT SHOULD ARRIVE ON OR BETWEEN:

Tuesday, Sep 4, 2012 after 8:00 AM - Wednesday, Sep 5, 2012 by 8:00 PM

CERTIFIED WEIGHT TICKETS ARE REQUIRED FOR ALL SHIPMENTS. Drivers must check in by 2:00 PM to be guaranteed same day unloading. In the event of weight discrepancies or shipments received without a certified weight certificate, a \$ 27.65 fee will be charged per shipment.

Carrier _____
Number _____ of _____ pieces  **GES** Global Experience Specialists



FROM:



TO:

FULL EXHIBITING COMPANY NAME AT SHOW

Surf Expo

NAME OF EXHIBITION

0520003567

BOOTH NUMBER

C/O GES

Orange County Convention Center - South Halls

9899 International Drive


Orlando, FL 32819

USA

SHIPMENT SHOULD ARRIVE ON OR BETWEEN:

Tuesday, Sep 4, 2012 after 8:00 AM - Wednesday, Sep 5, 2012 by 8:00 PM

CERTIFIED WEIGHT TICKETS ARE REQUIRED FOR ALL SHIPMENTS. Drivers must check in by 2:00 PM to be guaranteed same day unloading. In the event of weight discrepancies or shipments received without a certified weight certificate, a \$ 27.65 fee will be charged per shipment.

Carrier _____
Number _____ of _____ pieces  **GES** Global Experience Specialists

RETURN TO: Global Experience Specialists, Inc. (GES) • 7000 Lindell Road, Las Vegas, NV 89118-4702 • Fax: 866.329.1437 or 702.263.1520 for international exhibitors
Contact us Online: www.ges.com/chat Phone: 800.475.2098 or 702.515.5970 for international exhibitors

All orders are governed by the GES Payment Policy and GES Terms & Conditions of Contract as specified in this Exhibitor Services Manual.

Surf Expo

Orange County Convention Center - South Halls
September 6 - 8, 2012

Form Deadline Date:

August 14, 2012

| | | |
|--------------|---------------|--------------|
| COMPANY NAME | EMAIL ADDRESS | BOOTH NUMBER |
|--------------|---------------|--------------|

Complete this form for pre-printed outbound material handling documents (Bill of Lading) and shipping labels at the close of the show.

To take advantage of this service, please complete and return this form. If this form is not received by GES by the time of above Deadline Date, this pre-printing service will not be provided.

Step 1. Tell us the location of materials for pickup:

| | | | | |
|---------------------------------|----------------|---------------|--------------|------------|
| COMPANY/CONSIGNEE: | | ATTENTION: | | |
| STREET ADDRESS: | CITY: | STATE: | ZIP: | COUNTRY: |
| 9899 International Drive | Orlando | FL | 32819 | USA |
| PHONE: | FAX: | BOOTH NUMBER: | | |

Step 2. Tell us the location where freight should be sent:

SHIPPING DESTINATION 1:

Number of Labels Needed:

| | | | | |
|--------------------|-------|---------------|------|----------|
| COMPANY/CONSIGNEE: | | ATTENTION: | | |
| STREET ADDRESS: | CITY: | STATE: | ZIP: | COUNTRY: |
| | | | | |
| PHONE: | FAX: | BOOTH NUMBER: | | |

SHIPPING DESTINATION 2:

Number of Labels Needed:

| | | | | |
|--------------------|-------|---------------|------|----------|
| COMPANY/CONSIGNEE: | | ATTENTION: | | |
| STREET ADDRESS: | CITY: | STATE: | ZIP: | COUNTRY: |
| | | | | |
| PHONE: | FAX: | BOOTH NUMBER: | | |

Showsite Instructions: Once your shipment is packed and ready to be picked up, please return the outbound material handling order form to the **GES Servicercenter®**. Verify the piece count, weight, and that the signature is on the outbound material handling order form prior to shipping out. **Shipments without paperwork turned in will be returned to GES Warehouse or forced onto another carrier at Exhibitor's expense.**

GES does not accept responsibility for any exhibitor property left on the show floor unattended at any time for any reason.

Measure of Damage: If found liable for any loss, GES' sole and exclusive maximum liability for loss or damage to Customer's Goods is limited to \$.50 (USD) per pound with a maximum liability of \$100.00 (USD) per container, or \$1,500.00 (USD) per shipment, whichever is less.

Need Assistance?

Toll Free: 800.475.2098 | Tel: 702.515.5970 | www.ges.com/chat



Order Directly Online:

<https://ordering.ges.com/Show/Info/052003567>

052003567

RETURN TO: Global Experience Specialists, Inc. (GES) • 7000 Lindell Road, Las Vegas, NV 89118-4702 • Fax: 866.329.1437 or 702.263.1520 for international exhibitors
Contact us Online: www.ges.com/chat Phone: 800.475.2098 or 702.515.5970 for international exhibitors

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Surf Expo

Orange County Convention Center - South Halls
September 6 - 8, 2012

| | | | | | |
|---|--|--|--|---|--|
| COMPANY NAME | | EMAIL ADDRESS | | BOOTH NUMBER: | |
| SHOWSITE CONTACT | | SHOWSITE CONTACT PHONE # | | DATE/TIME OF ARRIVAL | |
| | | | | CONTACT'S HOTEL (OPTIONAL) | |
| Pick Up Information | | | | | |
| DATE: | | SHIPPING / RECEIVING HOURS (4 HOUR WINDOW REQUIRED): | | | |
| STREET ADDRESS: | | CITY: | | STATE: ZIP: COUNTRY: | |
| PICK UP CONTACT: | | PHONE NUMBER: | | FAX NUMBER: | |
| SHIPPING INSTRUCTIONS (ADDITIONAL CHARGES MAY APPLY): | | | | MARK FOR WEEKEND PICK UP OR DELIVERY: <input type="checkbox"/> Pick Up <input type="checkbox"/> Delivery | |

| | | | | | |
|-----------------------------|--|------------------|--|----------------------|--|
| Delivery Information | | | | | |
| DATE: | | RECEIVING HOURS: | | | |
| DESTINATION: | | EXHIBITOR NAME: | | | |
| SHOW NAME: | | BOOTH NUMBER: | | | |
| STREET ADDRESS: | | CITY: | | STATE: ZIP: COUNTRY: | |
| SHOW CONTRACTOR: | | CONTACT: | | PHONE NUMBER: | |

| | | | | | |
|---|--|--|---|--|--|
| Method of Shipment | | | | | |
| Ground: <input type="checkbox"/> Less than a Truck Load <input type="checkbox"/> Truck Load Rates (Price Per Shipment) Shipments 0-100 lbs.* Shipments 101 lbs. and up* _____ *Subject to Applicable Surcharges | | | Air: <input type="checkbox"/> Next Day <input type="checkbox"/> 2nd Day <input type="checkbox"/> Deferred * Dim weight or actual weight, whichever is greater, will apply to Next Day and 2nd Day. | | Special Instructions (Additional Charges May Apply) |

| Weight & Dimensions (Final Weight Subject to Correct Weight & Dimensions) | | | | | | | | | | | |
|---|-----|----------------------|-----|---|-------------|-----------------|-----|----------------------|-----|---|-------------|
| Mark "X" in the H/M column to designate hazardous materials as defined in Department of Transportation Regulations. | | | | | | | | | | | |
| LIST EACH PIECE | H/M | DIMENSIONS IN INCHES | | | EST. WEIGHT | LIST EACH PIECE | H/M | DIMENSIONS IN INCHES | | | EST. WEIGHT |
| | | L x | W x | H | | | | L x | W x | H | |
| | | L x | W x | H | | | | L x | W x | H | |
| | | L x | W x | H | | | | L x | W x | H | |
| | | L x | W x | H | | | | L x | W x | H | |
| | | L x | W x | H | | | | L x | W x | H | |
| | | L x | W x | H | | | | L x | W x | H | |
| | | L x | W x | H | | | | L x | W x | H | |

| | | | | | |
|--|--|---------------|--|---|--|
| Total Pieces: | | Total Weight: | | Hazardous Materials Contact Number () _____ - _____ | |
| You must read the Terms and Conditions of Contract under which GES provides transportation services to you, our valued customer. The Terms and Conditions may be downloaded by going to www.ges.com/terms/logistics.aspx . If you do not have internet capability, a copy of the Terms and Conditions may be obtained by contacting your GES Logistics representative at 1.888.454.4437. | | | | I agree in placing this order that I have accepted GES Payment Policy and GES Terms & Conditions of Contract. Authorized Signature - Please Sign: _____ X | |
| I have read and agree to the Terms and Conditions of Contract and have the right and authority to bind the exhibiting company referenced herein to such terms. | | | | AUTHORIZED NAME - PLEASE PRINT _____ DATE _____ | |

Measure of Damage: If found liable for any loss, GES' sole and exclusive maximum liability for loss or damage to Customer's Goods is limited to \$.50 (USD) per pound with a maximum liability of \$100.00 (USD) per container, or \$1,500.00 (USD) per shipment, whichever is less.

Subject to individually determined rates or contracts that have been agreed upon in writing between GES and shipper, if applicable, otherwise to the rates, classifications and rules that have been established by GES and are available to the shipper, on request; **By signing this order form, shipper agrees to be bound by all its terms and conditions.**

Need Assistance?

Toll Free: 800.475.2098 | Tel: 702.515.5970 | www.ges.com/chat



Order Directly Online:

<https://ordering.ges.com/Show/Info/052003567>

Get *GES Global Transportation Plus* and
Save 10%
On Material Handling



GES Logistics provides an integrated network of carriers that service transportation solutions to over 80 countries by land, air and sea. Documentation services include ATA Carnet and temporary import bonds for the most comprehensive worldwide support available.

GES Global Transportation Plus delivers these unique benefits:

- Save 10% on material handling when using GES Logistics round-trip shipping
- Consolidated invoicing for material handling and shipping charges
- Managed transportation to and from the show floor
- On-site customer support

Note: All international transportation services are subject to the terms, conditions, limits of liability and instructions as set forth by the carrier.

To request a quote call 702.515.5970 or contact us at logisticsquote.ges.com/international.

RETURN TO: Global Experience Specialists, Inc. (GES) • 7000 Lindell Road, Las Vegas, NV 89118-4702 • Fax: 866.329.1437 or 702.263.1520 for international exhibitors
Contact us Online: www.ges.com/chat Phone: 800.475.2098 or 702.515.5970 for international exhibitors

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Surf Expo

Orange County Convention Center - South Halls
September 6 - 8, 2012

| | | | | |
|---|---------------|-----------------------------|--------------|---|
| COMPANY NAME | | EMAIL ADDRESS | | BOOTH NUMBER |
| Pick Up Information | | | | |
| PICKUP DATE: | | SHIPPING / RECEIVING HOURS: | | |
| STREET ADDRESS: | CITY: | PROVINCE: | POSTAL CODE: | COUNTRY: |
| PICK UP CONTACT: | PHONE NUMBER: | | FAX NUMBER: | |
| SHIPPING INSTRUCTIONS (ADDITIONAL CHARGES MAY APPLY): | | | | MARK FOR WEEKEND PICK UP OR DELIVERY: <input type="checkbox"/> Pick Up <input type="checkbox"/> Delivery |

Please complete the following information by either checking the appropriate box or by filling in the blank. Please be as thorough as possible as this will enable us to provide you with the most accurate cost estimate possible.

| Method of Shipment | | | | |
|--|---|--|-------------------------------------|---------------------------------|
| Type of Customs Entry: | <input type="checkbox"/> Permanent (Sold/Giveaways) | Value of Permanent Goods (US\$): | | \$ |
| | <input type="checkbox"/> Temporary (To Return) | Value of Temporary Goods (US\$): | | \$ |
| Mode of Transport: | <input type="checkbox"/> Ocean FCL | <input type="checkbox"/> Ocean LCL | <input type="checkbox"/> AirFreight | <input type="checkbox"/> Truck |
| Type of Equipment for FCL: | <input type="checkbox"/> 40' Container | <input type="checkbox"/> 20' Container | <input type="checkbox"/> High Cube | <input type="checkbox"/> Other: |
| Commodity: | | | | |
| Desired Delivery Date or Targeted Move-In Date: | | | | |

| Weight & Dimensions (Final Weight Subject to Actual Weight & Dimensions) | | | | | |
|--|-------------------|------------------|-------------------|-------------------------|------------------|
| Detailed Description of Contents (1) | Length (2) cms | Width (3) cms | Height (4) cms | Net Weight (5) kilos | Value (US\$) (6) |
| | | | | | \$ |
| | | | | | \$ |
| | | | | | \$ |
| | | | | | \$ |
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| | | | | | \$ |
| | | | | | \$ |
| | | | | | \$ |

Use a separate piece of paper if you need to provide additional weight and dimensions.

☐ Check this box if you would like to receive a return quote back to origin specified at the top of this form.

You must read the Terms and Conditions of Contract under which GES provides transportation services to you, our valued customer. The Terms and Conditions may be downloaded by going to www.ges.com/terms/logistics.aspx. If you do not have internet capability, a copy of the Terms and Conditions may be obtained by contacting your GES Logistics representative at 1.888.454.4437.

I agree in placing this order that I have accepted GES Payment Policy and GES Terms & Conditions of Contract.

Authorized Signature - Please Sign:

| | |
|------------------------|-----------------|
| Total Gross Weight (7) | Total Value (8) |
| kilos | \$ |

AUTHORIZED NAME - PLEASE PRINT

DATE

SPECIAL REQUIREMENTS (ADDITIONAL CHARGES MAY APPLY)

GES is acting as a broker only and is liable for cargo loss or damage only if it results from the negligence or willful misconduct of GES. If found liable for any loss, GES' and the transportation provider's sole and exclusive maximum liability for loss or damage to Customer's Goods is limited to \$.50 (USD) per pound per package, \$ 100.00 (USD) per package or \$ 1,500.00 (USD) per occurrence, whichever is less.

All international transportation services are subject to the terms, conditions, and limits of liability set forth by the international transportation provider. If loss or damage occurs during transit, the liability of the underlying air carrier is governed by Montreal Protocol #4 to the Warsaw Convention.

Subject to individually determined rates or contracts that have been agreed upon in writing between GES and shipper, if applicable, otherwise to the rates, classifications and rules that have been established by GES or its transportation provider and are available to the shipper on request. **By signing this order form, shipper agrees to be bound by all its terms and conditions.**

Need Assistance?

Toll Free: 800.475.2098 | Tel: 702.515.5970 | www.ges.com/chat



Order Directly Online:

<https://ordering.ges.com/Show/Info/052003567>

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Surf Expo

Orange County Convention Center - South Halls
September 6 - 8, 2012

IMPORTANT NOTICE

Global Experience Specialists, Inc. (GES) has established a Marshaling Yard to ease congestion in the vicinity of Orange County Convention Center - South Halls and to better utilize the available dock space at the convention center.

The address to this Marshaling Yard is: 7945 Mandarin Drive , Orlando, FL 32819

No charge will be added to your invoice for use of this marshaling service.

It is important that you advise your carrier of this Marshaling Yard information to better facilitate your direct shipment to showsite.

The Marshaling Yard process is as follows:

- All delivering carriers and privately owned vehicles must check in at the Marshaling Yard prior to show site deliveries.
- All inbound shipments will be weighed at the Marshaling Yard to obtain the gross or heavy weight.
- All inbound shipments must be accompanied by a certified weight certificate and Bill of Lading.
- At the Marshaling Yard, drivers will be assigned a number and will be dispatched to the appropriate dock at Orange County Convention Center - South Halls as space is available. Waiting time at the Marshaling Yard should be anticipated by your carrier. Every effort is made to keep this waiting time at a minimum. However, the waiting time depends on many factors, including the number of vehicles arriving to unload/load, the type of loads being unloaded at the Orange County Convention Center - South Halls, the number of booths on a truck, etc.
- After unloading, all vehicles must return to the Marshaling Yard with a completed copy of the GES Receiving Report to be weighed to obtain the light weight. This determines the total weight of your shipment. In the event of weight discrepancies or shipments received without a certified weight certificate, a \$27.65 fee will be charged per shipment. Drivers who fail to return to weigh-out may face having their shipment billed at the heavy weight.
- All drivers are expected to adhere to GES' policies and procedures with respect to the loading and unloading of trailers.

If we can answer any questions or be of assistance with your inbound freight arrangements, please contact our National Servicer at www.ges.com/chat.

Need Assistance?

Toll Free: 800.475.2098 | Tel: 702.515.5970 | www.ges.com/chat

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Order Directly Online:

<https://ordering.ges.com/Show/Info/052003567>

052003567

RETURN TO: Global Experience Specialists, Inc. (GES) • 7000 Lindell Road, Las Vegas, NV 89118-4702 • Fax: 866.329.1437 or 702.263.1520 for international exhibitors
Contact us Online: www.ges.com/chat Phone: 800.475.2098 or 702.515.5970 for international exhibitors

All orders are governed by the GES Payment Policy and GES Terms & Conditions of Contract as specified in this Exhibitor Services Manual.

Surf Expo

Orange County Convention Center - South Halls
September 6 - 8, 2012

Discount Deadline Date:
August 14, 2012

| | | |
|--------------|---------------|--------------|
| COMPANY NAME | EMAIL ADDRESS | BOOTH NUMBER |
|--------------|---------------|--------------|

Important Information & Rates

A storage area will be available for Exhibitor's literature and samples not requiring refrigeration. The charge for storage as described will be per skid, one skid minimum. This charge includes one time delivery to storage area and delivery from storage to booth after the close of the show. Maximum size per single item is not to exceed 48" x 48" x 72". When ready for delivery of material to or from storage, please notify the **GES Servicer**. Standard labor rates apply for each delivery to the booth, or return of material to storage. Access storage is **NOT SECURED** storage. All items are stored at Exhibitor's sole risk

Notice – You **MUST** have an authorized company representative present at the time of delivery to your booth to inventory the items and to sign for receipt of items. Delivery hours may be restricted, check with the representatives in the **GES Servicer**.

The minimum charge for labor is one (1) hour per worker and equipment. Labor thereafter is charged in half (1/2) hour increments per worker and equipment. **Gratuities in any form, including cash, gifts, or labor hours for work not actually performed are prohibited by GES.** GES requires the highest standards of integrity from all employees. Please call our confidential Always Honest hotline at 866.225.8230 to report fraudulent or unethical behavior. All rates are subject to change if necessitated by increased labor and material costs.

LABOR RATES ARE AS FOLLOWS:

| Forklift with Operator | Discount | Regular | Show Site |
|--------------------------|-----------|-----------|-----------|
| 5,000#, ST Code: 705200 | \$ 124.00 | \$ 155.25 | \$ 186.00 |
| 5,000#, OT Code: 705200 | \$ 155.25 | \$ 193.25 | \$ 232.50 |
| Worker per Hour | Discount | Regular | Show Site |
| Storage, ST Code: 705044 | \$ 56.75 | \$ 71.00 | \$ 85.25 |
| Storage, OT Code: 705044 | \$ 113.50 | \$ 142.00 | \$ 170.75 |

Straight Time: Monday through Friday from 8:00 AM to 4:30 PM.
Overtime: All other times Monday through Friday. All day Saturday, Sunday & Holidays.
Discount Rate: Rate applies to orders placed on or before the above Discount Deadline Date.
Regular Rate: Rate applies to orders placed after the above Discount Deadline Date, but before the first day of exhibitor move-in.
Show Site Rate: Rate applies to orders placed at show site

Place Order Here

| SCHEDULE DATE(S) | SCHEDULE START TIME | SCHEDULE END TIME | TOTAL # OF HOURS | TOTAL # OF FORKLIFTS | LABOR RATE | = TOTAL | 3% PSP | = SUBTOTAL | 6.5% TAX | = GRAND TOTAL |
|------------------|---------------------|-------------------|------------------|----------------------|------------|---------|--------|------------|----------|---------------|
| | AM PM | AM PM | | | | | | | | \$ |
| | AM PM | AM PM | | | | | | | | \$ |
| | AM PM | AM PM | | | | | | | | \$ |
| | AM PM | AM PM | | | | | | | | \$ |

Please estimate the number of workers and hours per worker needed for delivery and removal above. Invoice will be calculated according to actual hours worked, relative to the original estimate and based upon the date received. Additional labor required will be calculated and invoiced at the show site rate.

Labor Payment Enclosed

\$

Please Indicate

Please describe your product:

| ITEM# | DESCRIPTION | PRICE | QUANTITY | TOTAL PRICE |
|-----------|------------------------------------|---------|--------------|-------------|
| 200513 | Access Storage, Per Pallet/Piece | \$64.50 | | \$ |
| A. | Total All items Ordered | | | \$ |
| B. | Petroleum Surcharge Assessment: 3% | | A x 3% = B | \$ |
| C. | Subtotal | | A + B = C | \$ |
| D. | Rental Tax: 6.5% | | C x 6.5% = D | \$ |
| E. | Payment Enclosed | | C + D = E | \$ |

I agree in placing this order that I have accepted GES Payment Policy and GES Terms & Conditions of Contract.

Authorized Signature - Please Sign: X

| | |
|--------------------------------|------|
| AUTHORIZED NAME - PLEASE PRINT | DATE |
|--------------------------------|------|

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Surf Expo

Orange County Convention Center - South Halls
September 6 - 8, 2012

Form Deadline Date:
August 14, 2012

| | | |
|--------------|---------------|--------------|
| COMPANY NAME | EMAIL ADDRESS | BOOTH NUMBER |
|--------------|---------------|--------------|

Special Freight Services — Small Passenger Vehicles Only!

Maximum Weight 200 lbs

- To facilitate the move-in and move-out of Exhibitors with small exhibit material shipments, Global Experience Specialists, Inc. (GES) is pleased to make available for hire, one (1) laborer with one (1) pushcart, for one (1) trip. Services can be made **one way** from the dock to your booth or your booth to the dock. Charges for these services are \$48.45 each way.
- This service is for those who have **small hand carry items** all of which must fit on a 3' x 4' push cart, in one trip only. **If you arrive with a truck, van, trailer, or truck with trailer filled with exhibit material you will not qualify for this service and will be redirected.**
- A cartload is eight (8) pieces or less, weighing less than 200 lbs. total. There is one cartload allowed per booth.
- Your vehicle must unload on the receiving dock of the exhibit hall. GES personnel will direct vehicles. The cart is not authorized to enter or go to any parking structure. There must be two (2) people with the vehicle; one person to go with your product to the booth space and one person to remove your vehicle from the unloading area to the parking area.
- Freight that is too large or heavy will be charged Material Handling rates.** No personal trucks (one (1) ton & over), no rental trucks, trailers, or bobtails will be unloaded through cartload service.
- To receive this service, go to the Marshaling Yard and watch for the Cartload Service signs. Pre-orders will receive preferential service at show site, you may also order this service at the GES Servicenter.



Place Order Here

| ITEM# | DESCRIPTION | PRICE | QUANTITY | TOTAL PRICE |
|-----------|------------------------------------|---------|--------------|-------------|
| 200506 | Dock to Booth | \$48.45 | 1 | \$ |
| 200506 | Booth to Dock | \$48.45 | 1 | \$ |
| A. | Total All items Ordered | | | \$ |
| B. | Petroleum Surcharge Assessment: 3% | | A x 3% = B | \$ |
| C. | Subtotal | | A + B = C | \$ |
| D. | Rental Tax: 6.5% | | C x 6.5% = D | \$ |
| E. | Payment Enclosed | | C + D = E | \$ |

I agree in placing this order that I have accepted GES Payment Policy and GES Terms & Conditions of Contract.

Authorized Signature - Please Sign:

X

AUTHORIZED NAME - PLEASE PRINT

DATE

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Surf Expo

Orange County Convention Center - South Halls
September 6 - 8, 2012

Form Deadline Date:
August 14, 2012

COMPANY NAME _____ EMAIL ADDRESS _____ BOOTH NUMBER _____

Vehicle placement on the trade show floor will be a round-trip fee of \$321.50 per vehicle. It is understood that this will apply to rolling stock, self-propelled, towed and/or pushed vehicles/machinery. GES will receive equipment at show site and deliver to the Exhibitor booth. We will also handle the outbound as an inclusive service.

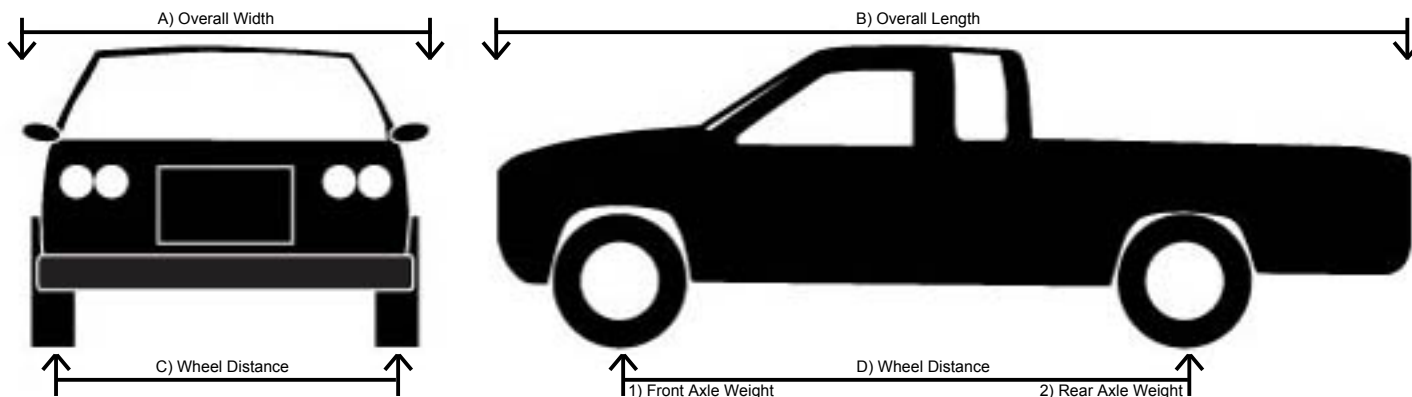
Vehicle placement must be Exhibitor Supervised. GES assumes no liability for loss, damage or bodily injury arising out of the placement of Exhibitor's vehicle. Exhibitor assumes the responsibility and any liability arising therefrom, for the work performed by union labor under Exhibitor's supervision. Exhibitor's must stay clear during movement of the vehicle.

Exhibitor will be at show site on _____, 20_____, between _____ and _____ AM/PM to assist in the movement of the vehicle.

The City Fire Marshal requires that battery cables must be disconnected, place a protective covering under the vehicle, gas tank must either be taped shut or have a lockable gas cap and may contain no more than a quarter (1/4) tank of fuel. Exhibitor is responsible for checking local Fire Marshal rules and regulations for additional requirements.

Be advised that if you are planning to display a vehicle, you are required to provide the information listed on this page.

A GES Representative will contact you regarding a specific time when to have your vehicle ready to go onto the tradeshow floor.



| Vehicle Description | A) Overall Width | B) Overall Length | Total Sq. Ft. | C) Wheel Distance | D) Wheel Distance | 1) Front Axle Weight | 2) Rear Axle Weight | Total Weight | Total Price |
|---------------------|------------------|-------------------|---------------|-------------------|-------------------|----------------------|---------------------|--------------|-------------|
| 1. | | | | | | | | | \$ |
| 2. | | | | | | | | | \$ |
| 3. | | | | | | | | | \$ |
| 4. | | | | | | | | | \$ |
| 5. | | | | | | | | | \$ |

* For dual Axle vehicles measure distance from the front wheel to between the back wheels

| | | |
|-----------|------------------------------------|-------------------------|
| A. | Total All items Ordered | \$ |
| B. | Petroleum Surcharge Assessment: 3% | $A \times 3\% = B$ \$ |
| C. | Subtotal | $A + B = C$ \$ |
| D. | Rental Tax: 6.5% | $C \times 6.5\% = D$ \$ |
| E. | Payment Enclosed | $C + D = E$ \$ |

I agree in placing this order that I have accepted GES Payment Policy and GES Terms & Conditions of Contract.

Authorized Signature - Please Sign: _____

AUTHORIZED NAME - PLEASE PRINT _____ DATE _____

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Factoring Green into Exhibition



We integrate sustainable business practices, both internally and with preferred vendors in the exhibition industry.

With the future in mind, we are dedicated to providing green product options and services to all our show organizers and exhibitors. As the need to conserve resources grows, we will continue to explore ways to deliver sustainable solutions.

Our green exhibition products:

- 100% recyclable graphics, use of bioboard (60% recycled content) and biobanner (an oxo-biodegradable alternative to vinyl)
- 100% recyclable carpet and carpet padding made with 98% pre- and post-consumer content
- Biodegradable trash bags and wastebaskets made from 100% recycled materials
- Using ExpressoSM, our online ordering system, for most shows reduces the use of paper exhibitor manuals

Our green operational efforts:

- Recycling carpet and padding
- Utilizing energy efficient lighting
- Recycling paper and ink cartridges from printers
- Purchasing recycled paper and signage products
- Recycling steel and aluminum exhibit structures
- Retreading tires on our trucks

Learn more at defyingconvention.ges.com/green.



Please consider the environment before printing this page.

RETURN WITH G-2: PAYMENT & CREDIT CARD CHARGE AUTHORIZATION FORM TO:

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Surf Expo

 Orange County Convention Center - South Halls
 September 6 - 8, 2012

Discount Deadline Date:
August 14, 2012

 Go to below link to view Images and information:
<http://www.ges.com/eComm/info/C1S-Brochure-CORE.pdf>

| | | |
|--------------|---------------|--------------|
| COMPANY NAME | EMAIL ADDRESS | BOOTH NUMBER |
|--------------|---------------|--------------|

Price List


| ITEM# | DESCRIPTION | DISCOUNT PRICE | REGULAR PRICE |
|---|--------------------------------|------------------|---------------|
| Standard Pre-Cut Carpet | | | |
| <i>Custom-cut carpet is required for all booths larger than 300 square feet, or for booths configured as island or peninsula.</i> | | | |
| 5001 | 13 oz. Standard Carpet 10'x10' | \$ 111.00 | \$ 166.50 |
| 5002 | 13 oz. Standard Carpet 10'x20' | \$ 222.50 | \$ 333.75 |
| 5003 | 13 oz. Standard Carpet 10'x30' | \$ 332.75 | \$ 499.50 |

Visqueen Plastic Covering for Protection
Includes installation and removal.

| | | | |
|--------|-------------------------------------|----------------|---------|
| 500410 | Carpet Plastic Covering, Per Sq.Ft. | \$ 0.30 | \$ 0.49 |
|--------|-------------------------------------|----------------|---------|


Padding
GES Offers the finest padding used in the industry, a 1/2" double-netted rebond pad. We guarantee your satisfaction.

| | | | |
|--------|--|----------------|---------|
| 500400 | Carpet Padding, 1/2" Thick, Per Sq.Ft. | \$ 1.10 | \$ 1.64 |
|--------|--|----------------|---------|

 The leaf symbol indicates recyclable or eco-friendly materials per manufacturer's specifications.

Cancellation Policy: Custom Size Booth Carpet cancelled after being cut will be charged **100%**. All other carpet cancelled will be charged 50% of original price after move-in begins and **100%** of original price after installation.

| ITEM# | DESCRIPTION | DISCOUNT PRICE | REGULAR PRICE |
|---|--|----------------|---------------|
| Custom-Cut Carpet | | | |
| <i>Guaranteed to be high quality carpet, and includes visqueen plastic covering. All custom orders must be received 14 days prior to move-in to guarantee delivery and color selection.</i> | | | |
| 5000 | 13 oz. Carpet Custom-Cut, Per Sq.Ft. | \$ 2.80 | \$ 4.23 |
| 5006 | 26 oz. Plush Carpet Custom-Cut, Per Sq.Ft. | \$ 3.55 | \$ 5.30 |
| 5007 | 50 oz. Ultra Plush Carpet Custom-Cut, Per Sq.Ft. | \$ 4.50 | \$ 6.75 |

 26oz. Plush and 50 oz. Ultra Plush Carpets are 100% recyclable and offered as a business standard for our premium grades.

Custom-Cut Carpet can be custom-dyed and we offer discounts for orders exceeding 2,000 square feet (please call for a quote). Custom dye orders require 30 days to process. A minimum of 100 square feet is required for custom-cut carpet orders.
Prices include delivery, rental, and removal. Labor to install carpet is included when the carpet is installed on a flat floor space prior to exhibit installation. Labor will be charged at published rates when installation is required for stairs, platforms, risers, meeting rooms, or other installations post exhibit installation.
Please Indicate Choice
13 oz. Carpet Colors (Item #'s 5001, 5002, 5003, 5000 ONLY).

Gray will be provided if no color is indicated below:

- | | | |
|-----------------------------------|--|-----------------------------------|
| <input type="checkbox"/> Black | <input type="checkbox"/> Blue | <input type="checkbox"/> Blue Jay |
| <input type="checkbox"/> Burgundy | <input type="checkbox"/> Emerald Green | <input type="checkbox"/> Gray |
| <input type="checkbox"/> Pepper | <input type="checkbox"/> Red | |

26 oz. Plush Custom-Cut Carpet Colors (Item #'s 5006 ONLY).

Dove will be provided if no color is indicated below:

- | | | |
|--------------------------------------|------------------------------------|-------------------------------------|
| <input type="checkbox"/> Cement | <input type="checkbox"/> Charcoal | <input type="checkbox"/> Cobalt |
| <input type="checkbox"/> Dove | <input type="checkbox"/> Lava Rock | <input type="checkbox"/> Navy |
| <input type="checkbox"/> Onyx | <input type="checkbox"/> Red | <input type="checkbox"/> Royal Blue |
| <input type="checkbox"/> Silky Beige | <input type="checkbox"/> Silver | <input type="checkbox"/> Snow |

50 oz. Ultra Plush Custom-Cut Carpet Colors (Item #'s 5007 ONLY).

Iceberg will be provided if no color is indicated below:

- | | | |
|-----------------------------------|-----------------------------------|-----------------------------------|
| <input type="checkbox"/> Bisque | <input type="checkbox"/> Cabernet | <input type="checkbox"/> Graphite |
| <input type="checkbox"/> Iceberg | <input type="checkbox"/> Midnight | <input type="checkbox"/> Seascape |
| <input type="checkbox"/> Sterling | <input type="checkbox"/> Teal | <input type="checkbox"/> Black |

Do you require electrical or utilities under the carpet?

- ☐
- Yes
- ☐
- No

Calculate Total Square Footage:

Width: _____ x Length: _____ = _____ Square Feet

Place Order Here

| ITEM# | DESCRIPTION | PRICE | QUANTITY | TOTAL PRICE |
|-------|--------------------------------|-------|----------|-------------|
| 5001 | 13 oz. Standard Carpet 10'x10' | | 1 | \$ |
| 5002 | 13 oz. Standard Carpet 10'x20' | | 1 | \$ |
| 5003 | 13 oz. Standard Carpet 10'x30' | | 1 | \$ |

| ITEM# | DESCRIPTION | TOTAL SQ. FT. | X PRICE / SQ. FT. | TOTAL PRICE |
|-------|-------------|---------------|-------------------|-------------|
| | | | | \$ |
| | | | | \$ |
| | | | | \$ |
| | | | | \$ |
| | | | | \$ |
| | | | | \$ |
| | | | | \$ |
| | | | | \$ |
| | | | | \$ |
| | | | | \$ |
| | | | | \$ |

| | | |
|-----------|------------------------------------|-----------------|
| A. | Total All Items Ordered | \$ |
| B. | Petroleum Surcharge Assessment: 3% | A x 3% = B \$ |
| C. | Subtotal | A + B = C \$ |
| D. | Rental Tax: 6.5% | C x 6.5% = D \$ |
| E. | Payment Enclosed | C + D = E \$ |

I agree in placing this order that I have accepted GES Payment Policy and GES Terms & Conditions of Contract.
Authorized Signature - Please Sign:

X

| | |
|--------------------------------|------|
| AUTHORIZED NAME - PLEASE PRINT | DATE |
|--------------------------------|------|

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Surf Expo

Orange County Convention Center - South Halls
September 6 - 8, 2012

Discount Deadline Date:

August 14, 2012

Go to below link to view images and information:
<http://ges.com/ecommerce/info/A1-Brochure-CORE.pdf>

| | | |
|--------------|---------------|--------------|
| COMPANY NAME | EMAIL ADDRESS | BOOTH NUMBER |
| | | |

Price List

| ITEM# | DESCRIPTION | DISCOUNT PRICE | REGULAR PRICE | ITEM# | DESCRIPTION | DISCOUNT PRICE | REGULAR PRICE |
|--|---|----------------|---------------|--|--|----------------|---------------|
| Chairs | | | | Display Furniture | | | |
| 300051 | Chair, Contemporary Arm, 23"W 18"D 31"H | \$ 65.25 | \$ 97.25 | 300079 | Display Case 5', Half View | \$ 270.50 | \$ 406.00 |
| 300052 | Chair, Contemporary Side, 19.5"W 18"D 31"H | \$ 59.50 | \$ 89.75 | 300080 | Display Case 5', Quarter View | \$ 270.50 | \$ 406.00 |
| 300050 | Chair, Plastic Contour, 18"W 18.5"D 32"H | \$ 33.50 | \$ 50.50 | 300082 | Display Case 6', Full View | \$ 278.50 | \$ 417.75 |
| 300053 | Stool, Contemporary, 17"W 18"D 48"H | \$ 55.75 | \$ 84.00 | 300083 | Display Case 6', Half View | \$ 278.50 | \$ 417.75 |
| Tables | | | | 300084 | Display Case 6', Quarter View | \$ 278.50 | \$ 417.75 |
| 300057 | Table, Rectangle, 24"x36"x30" High | \$ 64.00 | \$ 95.00 | 300088 | Display Case 7', Vertical | \$ 363.50 | \$ 545.50 |
| 300056 | Table, Square, 24"x24"x30" High | \$ 59.50 | \$ 89.75 | Accessories | | | |
| 300059 | Table, Starbase, 30" Diameter x 40" High | \$ 128.50 | \$ 193.00 | 300124 | Aisle Stanchion Chain, Plastic, Per Foot | \$ 1.59 | \$ 2.39 |
| 300058 | Table, Starbase, 40" Diameter x 30" High | \$ 128.50 | \$ 193.00 | 300127 | Aisle Stanchion, Tensa | \$ 52.75 | \$ 79.25 |
| Skirted Tables | | | | 300123 | Aisle Stanchion, without Chain | \$ 42.00 | \$ 64.00 |
| <i>Skirting for Tables - White Vinyl Top and Pleated Skirt</i> | | | | 300103 | Aluminum Easel | \$ 32.00 | \$ 48.50 |
| 3004 | Table 4', Skirted 4 Sides, 24" x 30" High | \$ 79.75 | \$ 120.00 | 300111 | Bag Stand | \$ 57.75 | \$ 86.75 |
| 3006 | Table 6', Skirted 3 Sides, 24" x 30" High | \$ 94.75 | \$ 142.75 | 300102 | Coat Rack | \$ 32.25 | \$ 48.50 |
| 3008 | Table 8', Skirted 3 Sides, 24" x 30" High | \$ 114.25 | \$ 171.75 | 300110 | Fish Bowl | \$ 10.55 | \$ 15.85 |
| 3007 | Table, Skirt 4th Side | \$ 19.25 | \$ 29.25 | 300104 | Garment Rack | \$ 123.50 | \$ 185.25 |
| Skirted Counters | | | | 300106 | Literature Rack | \$ 123.50 | \$ 185.25 |
| <i>Skirting for Counters - White Vinyl Top and Pleated Skirt</i> | | | | 300201 | Pegboard, White, 4'x8' | \$ 127.00 | \$ 191.25 |
| 3014 | Counter 4', Skirted 4 Sides, 24" x 42" High | \$ 94.50 | \$ 142.50 | 300015 | Rod, 6' to 10' Telescopic | \$ 29.75 | \$ 35.25 |
| 3016 | Counter 6', Skirted 3 Sides, 24" x 42" High | \$ 108.00 | \$ 162.00 | 300131 | Security Cage, Large, without Lock | \$ 323.50 | \$ 485.00 |
| 3018 | Counter 8', Skirted 3 Sides, 24" x 42" High | \$ 125.75 | \$ 189.00 | 300132 | Security Cage, Small, without Lock | \$ 215.00 | \$ 323.00 |
| 3017 | Counter, Skirt 4th Side | \$ 19.25 | \$ 29.25 | 300120 | Sign Holder, Bell Base | \$ 45.00 | \$ 67.75 |
| Risers | | | | 300108 | Sign Holder, Chrome, 22"x28" | \$ 57.75 | \$ 86.75 |
| 300193 | Riser 4', Double Tier, 48"x8"x16" High | \$ 38.25 | \$ 57.50 | 300211 | Tackboard, 4'x8' | \$ 140.50 | \$ 211.00 |
| 300191 | Riser 4', Single Tier, 48"x8"x8" High | \$ 27.50 | \$ 40.25 | 300112 | Ticket Tumbler, Small, Table Top | \$ 77.00 | \$ 115.50 |
| 300194 | Riser 6', Double Tier, 72"x8"x16" High | \$ 49.75 | \$ 74.50 | 300113 | Wastebasket | \$ 10.30 | \$ 15.35 |
| 300192 | Riser 6', Single Tier, 72"x8"x8" High | \$ 38.25 | \$ 57.50 | 300118 | Waterfall Stand | \$ 71.50 | \$ 105.75 |
| Custom Booth Drape | | | | <i>Prices include delivery, installation, rental, and removal.</i> | | | |
| 3001 | Drape, 3' High, Per Foot, 4' Minimum | \$ 10.75 | \$ 16.25 | | | | |
| 3002 | Drape, 8' High, Per Foot, 4' Minimum | \$ 13.00 | \$ 19.45 | | | | |
| Display Furniture | | | | | | | |
| 300073 | Display Case 4', Corner View | \$ 270.50 | \$ 406.00 | | | | |
| 300074 | Display Case 4', Full View | \$ 263.25 | \$ 394.25 | | | | |
| 300075 | Display Case 4', Half View | \$ 263.25 | \$ 394.25 | | | | |
| 300076 | Display Case 4', Quarter View | \$ 263.25 | \$ 394.25 | | | | |
| 300078 | Display Case 5', Full View | \$ 270.50 | \$ 406.00 | | | | |

Please Indicate Choice
Place Order Here
Drape / Skirt Color (3004, 3006, 3008, 3007, 3014, 3016, 3018, 3017, 3002 ONLY)

Gray will be provided if no color is indicated below:

- | | | |
|-----------------------------------|---------------------------------------|-------------------------------|
| <input type="checkbox"/> Beige | <input type="checkbox"/> Black | <input type="checkbox"/> Blue |
| <input type="checkbox"/> Burgundy | <input type="checkbox"/> Forest Green | <input type="checkbox"/> Gold |
| <input type="checkbox"/> Gray | <input type="checkbox"/> Purple | <input type="checkbox"/> Red |
| <input type="checkbox"/> Teal | <input type="checkbox"/> White | |

4th Side Table Skirt (3007 ONLY)

- ☐
- 6' Table
- ☐
- 8' Table

4th Side Counter Skirt (3017 ONLY)

- ☐
- 6' Counter
- ☐
- 8' Counter

Tackboard/Perfboard Alignment (300201 and 300211 ONLY)

- ☐
- Horizontal
- ☐
- Vertical

Please include Booth Layout form (H-3) for placement of items.

Orders received after the discount deadline date are subject to availability and/or substitutions.

| ITEM# | DESCRIPTION | PRICE | QUANTITY | TOTAL PRICE |
|--|------------------------------------|-------|---------------|---------------------|
| | | | | \$ |
| | | | | \$ |
| A. | Total All Items Ordered | | | \$ |
| B. | Petroleum Surcharge Assessment: 3% | | A x 3 % = B | \$ |
| C. | Subtotal | | A + B = C | \$ |
| D. | Rental Tax: 6.5% | | C x 6.5 % = D | \$ |
| E. | Payment Enclosed | | C + D = E | \$ |
| I agree in placing this order that I have accepted GES Payment Policy and GES Terms & Conditions of Contract. | | | | |
| Authorized Signature - Please Sign: | | | | X |
| <small>AUTHORIZED NAME - PLEASE PRINT</small> | | | | <small>DATE</small> |

Cancellation Policy: Items cancelled will be charged 50% of original price after move-in begins and 100% of original price after installation.

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All orders are governed by the GES Payment Policy and GES Terms & Conditions of Contract as specified in this Exhibitor Services Manual.

Surf Expo

Orange County Convention Center - South Halls
September 6 - 8, 2012

Discount Deadline Date:

August 14, 2012

COMPANY NAME EMAIL ADDRESS Booth Number

GES Furniture Packages offer significant savings!
Price List

| ITEM# | DESCRIPTION | DISCOUNT PRICE | REGULAR PRICE | ITEM# | DESCRIPTION | DISCOUNT PRICE | REGULAR PRICE |
|--|---|----------------|---------------|---|--|----------------|---------------|
| 400011 | Furniture Package 1 Includes 10% Off: (2) Plastic Contour Chairs, (1) 6' Skirted Table 24"X30", (1) Wastebasket. | \$ 154.85 | \$ 233.19 | 400012 | Furniture Package 2 Includes 10% Off: (4) Contemporary Arm Chairs, (1) Starbase Table 40"X30", (1) Wastebasket. | \$ 359.82 | \$ 537.62 |
| <i>Prices include delivery, installation, rental, and removal.</i> | | | | Cancellation Policy: Furniture Package items cancelled will be charged 50% of original price after move-in begins and 100% of original price after installation. | | | |

Please Indicate Choice
Table Skirt Color (Item # 400011 ONLY).

Gray will be provided if no color is indicated below:

- | | | |
|-----------------------------------|---------------------------------------|-------------------------------|
| <input type="checkbox"/> Beige | <input type="checkbox"/> Black | <input type="checkbox"/> Blue |
| <input type="checkbox"/> Burgundy | <input type="checkbox"/> Forest Green | <input type="checkbox"/> Gold |
| <input type="checkbox"/> Gray | <input type="checkbox"/> Purple | <input type="checkbox"/> Red |
| <input type="checkbox"/> Teal | <input type="checkbox"/> White | |

Place Order Here

| ITEM# | DESCRIPTION | PRICE | QUANTITY | TOTAL PRICE |
|-----------|------------------------------------|-------|--------------|-------------|
| 400011 | Furniture Package 1 | | | \$ |
| 400012 | Furniture Package 2 | | | \$ |
| A. | Total All Items Ordered | | | \$ |
| B. | Petroleum Surcharge Assessment: 3% | | A x 3 % = B | \$ |
| C. | Subtotal | | A + B = C | \$ |
| D. | Rental Tax: 6.5% | | C x 6.5% = D | \$ |
| E. | Payment Enclosed | | C + D = E | \$ |

I agree in placing this order that I have accepted GES Payment Policy and GES Terms & Conditions of Contract.

Authorized Signature - Please Sign:

X

AUTHORIZED NAME - PLEASE PRINT

DATE

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Surf Expo

Orange County Convention Center - South Halls
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August 14, 2012

Price List

| ITEM# | DESCRIPTION | DISCOUNT PRICE | REGULAR PRICE | ITEM# | DESCRIPTION | DISCOUNT PRICE | REGULAR PRICE |
|---|---|----------------|---------------|---|---|----------------|---------------|
| Seating - Sofas and Loveseats | | | | Seating - Office and Utility Seating | | | |
| 305066 | Loveseat, Black Leather, 64"L 36"D 34"H | \$ 499.50 | \$ 749.00 | 305147 | Chair, Luxor, High Back, 27"L 28"D 47"H Adj. | \$ 272.00 | \$ 408.00 |
| 305068 | Loveseat, Key West, Black, 57"L 35"D 33"H | \$ 346.00 | \$ 519.00 | 305148 | Chair, Luxor, Med. Back, 27"L 28"D 41"H Adj. | \$ 260.50 | \$ 391.00 |
| 305067 | Loveseat, Newport, Charcoal Leather, 54"L 34"D 33" | \$ 547.25 | \$ 820.75 | 305076 | Chair, Otto, Highback Black, 23"L 21"D 43"H | \$ 401.25 | \$ 602.00 |
| 305118 | Sectional, 3 pc., Newport, Charcoal, 113"L 34"D 33" | \$ 1,083.50 | \$ 1,625.00 | 305126 | Chair, Task, 25"L 26"D 21"H | \$ 109.75 | \$ 164.50 |
| 305120 | Sectional, South Beach, 3 pc., Platinum, 152"L 40"D | \$ 998.50 | \$ 1,497.50 | 305112 | Chair, Tilt with Arms, Black, 26"L 25"D 34"H | \$ 205.75 | \$ 308.50 |
| 305117 | Sofa, Astro, 83"L 36"D 29"H | \$ 648.25 | \$ 972.50 | 305043 | Stool, Drafting, 25"L 26"D 34"H | \$ 197.75 | \$ 297.00 |
| 305125 | Sofa, Key West, Black, 85"L 35"D 33"H | \$ 388.25 | \$ 582.75 | Seating - Barstools | | | |
| 305121 | Sofa, Lisbon, Black Leather, 88"L 36"D 34"H | \$ 545.50 | \$ 818.25 | 305012 | Barstool, Banana, Black, 21"L 22"D 30"H | \$ 111.25 | \$ 168.50 |
| 305116 | Sofa, Marrakesh, Light Beige, 84"L 37"D 34"H | \$ 581.25 | \$ 871.75 | 305013 | Barstool, Banana, White, 21"L 22"D 30"H | \$ 112.00 | \$ 168.50 |
| 305124 | Sofa, Memphis, 55"L 31"D 28"H | \$ 617.25 | \$ 925.75 | 305010 | Barstool, Gin, Maple, 16"L 16"D 29"H | \$ 126.00 | \$ 189.25 |
| 305123 | Sofa, Rio, Blue Suede, 76"L 34"D 33"H | \$ 467.50 | \$ 700.75 | 305023 | Barstool, Ice, Transparent/Chrome, 16.75"L 16"D 32" | \$ 189.00 | \$ 283.50 |
| 305119 | Sofa, South Beach, Platinum Suede, 69"L 29"D 33"H | \$ 453.25 | \$ 680.75 | 305011 | Barstool, Jetson, Black, 18"L 19"D 29"H | \$ 176.25 | \$ 264.50 |
| Seating - Club Chairs | | | | 305006 | Barstool, Ohio, Black, 18" Round 31"H Adj. | \$ 160.75 | \$ 241.25 |
| 305081 | Chair, Astro Light Beige, 36"L 36"D 29"H | \$ 437.75 | \$ 656.50 | 305007 | Barstool, Ohio, Grey, 18" Round 31"H Adj. | \$ 160.75 | \$ 241.25 |
| 305072 | Chair, Barcelona, Black, 30"L 31"D 35"H | \$ 552.50 | \$ 829.00 | 305005 | Barstool, Ohio, Red, 18" Round 31"H Adj. | \$ 160.75 | \$ 241.25 |
| 305073 | Chair, Barcelona, White, 30"L 30"D 31"H | \$ 747.25 | \$ 1,121.25 | 305009 | Barstool, Oslo, Blue, 17"L 20"D 30"H | \$ 205.25 | \$ 308.25 |
| 305181 | Chair, Blue Suede, 39"L 34"D 33"H | \$ 362.50 | \$ 543.75 | 305008 | Barstool, Oslo, White, 17"L 20"D 30"H | \$ 205.25 | \$ 308.25 |
| 305074 | Chair, Cappuccino, 29"L 29"D 34"H | \$ 263.25 | \$ 394.50 | Tables - Cafe | | | |
| 305180 | Chair, Globus, 28"L 26"D 28"H | \$ 315.25 | \$ 472.75 | 305162 | Table, Cafe, Blue/Black, 30" Round 29"H | \$ 157.75 | \$ 236.50 |
| 305178 | Chair, Lisbon, Black Leather, 40"L 36"D 34"H | \$ 379.50 | \$ 569.25 | 305154 | Table, Cafe, Blue/Chrome, 30" Round 29"H | \$ 210.75 | \$ 315.75 |
| 305080 | Chair, Marrakesh, Light Beige, 34"L 37"D 38"H | \$ 404.00 | \$ 606.25 | 305164 | Table, Cafe, Graphite/Black, 30" Round 29"H | \$ 157.75 | \$ 236.50 |
| 305127 | Chair, Memphis, 27.25"L 31.75"D 27.5"H | \$ 395.75 | \$ 593.75 | 305167 | Table, Cafe, Graphite/Black, 36" Round 29"H | \$ 163.00 | \$ 244.75 |
| 305179 | Chair, Newport, Charcoal Leather, 24"L 34"D 33"H | \$ 324.25 | \$ 486.25 | 305156 | Table, Cafe, Graphite/Chrome, 30" Round 29"H | \$ 210.75 | \$ 315.75 |
| 305070 | Chair, Tub, Key West, Black, 31"L 31"D 31"H | \$ 266.75 | \$ 400.25 | 305159 | Table, Cafe, Graphite/Chrome, 36" Round 29"H | \$ 174.25 | \$ 261.00 |
| 305035 | Corner, Charcoal Leather, 34"L 34"D 33"H | \$ 376.25 | \$ 564.50 | 305166 | Table, Cafe, Grey/Black, 36" Round 29"H | \$ 184.00 | \$ 276.25 |
| Seating - Chairs | | | | 305158 | Table, Cafe, Grey/Chrome, 36" Round 29"H | \$ 249.75 | \$ 375.00 |
| 305152 | Chair, Altura, Guest, 25"L 20"D 34"H | \$ 231.50 | \$ 315.00 | 305165 | Table, Cafe, Maple/Black, 30" Round 29"H | \$ 210.75 | \$ 315.75 |
| 305041 | Chair, Berlin, Black/White, 18"L 22"D 32"H | \$ 105.75 | \$ 159.00 | 305168 | Table, Cafe, Maple/Black, 36" Round 29"H | \$ 163.00 | \$ 244.75 |
| 305042 | Chair, Berlin, Red/White, 18"L 22"D 32"H | \$ 105.75 | \$ 159.00 | 305157 | Table, Cafe, Maple/Chrome, 30" Round 29"H | \$ 210.75 | \$ 315.75 |
| 305110 | Chair, Brewer, Black, 20"L 20"D 32"H | \$ 87.00 | \$ 130.50 | 305160 | Table, Cafe, Maple/Chrome, 36" Round 29"H | \$ 174.25 | \$ 261.00 |
| 305109 | Chair, Brewer, Gray, 20"L 20"D 32"H | \$ 239.25 | \$ 359.00 | 305161 | Table, Cafe, Red/Black, 30" Round 29"H | \$ 157.75 | \$ 236.50 |
| 305079 | Chair, Ice Transparent/Chrome, 17.25"L 20"D 32"H | \$ 189.50 | \$ 284.25 | 305153 | Table, Cafe, Red/Chrome, 30" Round 29"H | \$ 210.75 | \$ 315.75 |
| 305034 | Chair, Iso Mesh Black, 36"L 24"D 38"H | \$ 233.75 | \$ 350.75 | 305163 | Table, Cafe, Silver/Black, 30" Round 29"H | \$ 204.00 | \$ 306.00 |
| 305111 | Chair, Jetson, 19"L 18"D 31"H | \$ 132.75 | \$ 198.75 | 305155 | Table, Cafe, Silver/Chrome, 30" Round 29"H | \$ 256.50 | \$ 385.00 |
| 305149 | Chair, Luxor, Guest, 27"L 28"D 40"H | \$ 231.25 | \$ 347.25 | Tables - Bar | | | |
| 305113 | Chair, Manhattan, 26"L 22"D 34"H | \$ 168.25 | \$ 252.75 | 305131 | Table, Bar, Blue/Black, 30" Round 42"H | \$ 164.00 | \$ 246.50 |
| 305108 | Chair, New York, 23"L 32"D 33"H | \$ 137.25 | \$ 205.75 | 305140 | Table, Bar, Blue/Chrome, 30" Round 42"H | \$ 214.50 | \$ 321.75 |
| 305115 | Chair, Panton, White, 20"L 34"D 33"H | \$ 151.50 | \$ 227.25 | 305133 | Table, Bar, Graphite/Black, 30" Round 42"H | \$ 164.00 | \$ 246.50 |
| 305078 | Chair, Stage, Beige, 24"L 26"D 36"H | \$ 145.00 | \$ 217.75 | 305136 | Table, Bar, Graphite/Black, 36" Round 42"H | \$ 202.00 | \$ 303.00 |
| 305071 | Chair, Stage, Camel, 24"L 26"D 36"H | \$ 145.00 | \$ 217.75 | 305142 | Table, Bar, Graphite/Chrome, 30" Round 42"H | \$ 214.50 | \$ 321.75 |
| 305077 | Chair, Stage, Onyx, 24"L 26"D 36"H | \$ 145.00 | \$ 217.75 | 305145 | Table, Bar, Graphite/Chrome, 36" Round 42"H | \$ 252.75 | \$ 379.25 |
| 305075 | Chair, Stage, Red, 24"L 26"D 36"H | \$ 145.00 | \$ 217.75 | 305135 | Table, Bar, Grey/Black, 36" Round 42"H | \$ 202.00 | \$ 303.00 |
| 305069 | Chair, T-Vac Translucent, 25"L 23"D 30"H | \$ 215.25 | \$ 323.25 | 305144 | Table, Bar, Grey/Chrome, 36" Round 42"H | \$ 252.75 | \$ 379.25 |
| Seating - Ottomans | | | | 305134 | Table, Bar, Maple/Black, 30" Round 42"H | \$ 164.00 | \$ 246.50 |
| 305088 | Ottoman, Bench, Black, 24"L 60"D 17"H | \$ 290.50 | \$ 435.50 | 305137 | Table, Bar, Maple/Black, 36" Round 42"H | \$ 202.00 | \$ 303.00 |
| 305089 | Ottoman, Bench, White, 24"L 60"D 17"H | \$ 290.50 | \$ 435.50 | 305143 | Table, Bar, Maple/Chrome, 30" Round 42"H | \$ 214.50 | \$ 321.75 |
| 305085 | Ottoman, Cube, Black, 17"L 17"D 18"H | \$ 75.50 | \$ 113.75 | 305146 | Table, Bar, Maple/Chrome, 36" Round 42"H | \$ 252.75 | \$ 379.25 |
| 305083 | Ottoman, Cube, Blueberry, 17"L 17"D 18"H | \$ 75.50 | \$ 113.75 | 305130 | Table, Bar, Red/Black, 30" Round 42"H | \$ 164.00 | \$ 246.50 |
| 305082 | Ottoman, Cube, Lemon, 17"L 17"D 18"H | \$ 75.50 | \$ 113.75 | 305139 | Table, Bar, Red/Chrome, 30" Round 42"H | \$ 214.50 | \$ 321.75 |
| 305084 | Ottoman, Cube, Raspberry, 17"L 17"D 18"H | \$ 75.50 | \$ 113.75 | 305132 | Table, Bar, Silver/Black, 30" Round 42"H | \$ 214.50 | \$ 321.75 |
| 305093 | Ottoman, Cube, White Leather, 17"L 17"D 18"H | \$ 91.75 | \$ 137.75 | 305141 | Table, Bar, Silver/Chrome, 30" Round 42"H | \$ 265.25 | \$ 398.00 |
| 305086 | Ottoman, Half Round, Black, 72"L 36"D 17"H | \$ 289.25 | \$ 434.00 | Tables - Cocktail | | | |
| 305087 | Ottoman, Half Round, White, 72"L 36"D 17"H | \$ 289.25 | \$ 434.00 | 305017 | Table, Cocktail, Geo, Black, 50"L 22"D 16"H | \$ 161.00 | \$ 241.75 |
| 305094 | Ottoman, Oval, Black, 52"L 32"D 19"H | \$ 280.75 | \$ 421.25 | 305014 | Table, Cocktail, Geo, Chrome, 50"L 22"D 16"H | \$ 161.00 | \$ 241.75 |
| 305095 | Ottoman, Oval, White, 52"L 32"D 19"H | \$ 280.75 | \$ 421.25 | 305020 | Table, Cocktail, Inspiration, 42"L 28"D 18"H | \$ 225.75 | \$ 338.75 |
| 305092 | Ottoman, South Beach, Wedge, Platinum, 25"L 31"D | \$ 173.75 | \$ 260.25 | 305016 | Table, Cocktail, Silverado, 36" Round 17"H | \$ 172.00 | \$ 257.75 |
| 305090 | Ottoman, Square, Black, 40"L 40"D 17"H | \$ 242.25 | \$ 363.00 | 305015 | Table, Cocktail, Soho, 38"L 38"D 18.5"H | \$ 260.50 | \$ 391.00 |
| 305091 | Ottoman, Square, White, 40"L 40"D 17"H | \$ 242.25 | \$ 363.00 | 305025 | Table, Cocktail, Sydney Black, 48"L 26"D 18"H | \$ 289.50 | \$ 434.50 |
| Seating - Office and Utility Seating | | | | 305024 | Table, Cocktail, Sydney White, 48"L 26"D 18"H | \$ 289.50 | \$ 434.50 |
| 305150 | Chair, Altura, High Back, 25"L 25"D 43"H Adj. | \$ 248.00 | \$ 372.00 | 305022 | Table, Cocktail, Visions, 48"L 28"D 17"H | \$ 141.50 | \$ 212.25 |
| 305151 | Chair, Altura, Med. Back, 25"L 25"D 37"H Adj. | \$ 255.75 | \$ 383.25 | | | | |
| 305114 | Chair, Flex with Wheels, 24"L 22"D 31"H | \$ 113.25 | \$ 170.50 | | | | |

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Surf Expo

Orange County Convention Center - South Halls
September 6 - 8, 2012

Discount Deadline Date:

August 14, 2012

| | | |
|--------------|---------------|--------------|
| COMPANY NAME | EMAIL ADDRESS | BOOTH NUMBER |
|--------------|---------------|--------------|

Price List

| ITEM# | DESCRIPTION | DISCOUNT PRICE | REGULAR PRICE | ITEM# | DESCRIPTION | DISCOUNT PRICE | REGULAR PRICE |
|--------|--|----------------|---------------|--------|---|----------------|---------------|
| 404001 | Chair Package A <i>Includes: (2) Contemporary Arm Chairs, (1) Starbase Table 40"X30", (1) Wastebasket.</i> | \$ 269.30 | \$ 402.85 | 404104 | Bar Package <i>Includes: (2) White Oslo Barstools, (1) Martini Bar.</i> | \$ 1,239.25 | \$ 1,859.75 |
| 404023 | Display Case Package A <i>Includes: (2) Contemporary Stools, (1) Starbase Table 30"X40", (1) 6' Half View Display Case.</i> | \$ 518.50 | \$ 778.75 | 404101 | Barcelona Club Package <i>Includes: (2) Black Barcelona Chairs, (1) Inspiration End Table.</i> | \$ 1,319.00 | \$ 1,979.00 |
| 404024 | Display Case Package B <i>Includes: (2) Contemporary Arm Chairs, (1) Starbase Table 40"X30", (1) 6' Half View Display Case.</i> | \$ 537.50 | \$ 805.25 | 404103 | Deluxe Chair Package <i>Includes: (2) New York Chairs, (1) Cafe Table 36"X29".</i> | \$ 448.75 | \$ 672.50 |
| 404011 | Stool Package A <i>Includes: (2) Contemporary Stools, (1) Starbase Table 30"X40", (1) Wastebasket.</i> | \$ 250.30 | \$ 376.35 | 404110 | Newport Collection <i>Includes: (1) 3-Piece Newport Sectional (Charcoal Leather), (1) Soho Coffee Table.</i> | \$ 1,344.00 | \$ 2,016.00 |
| 404002 | Chair Package B <i>Includes: (2) Contemporary Arm Chairs, (1) 6' Skirted Table 24"X30", (1) Wastebasket.</i> | \$ 235.55 | \$ 352.60 | 404107 | Premium Chair Package <i>Includes: (2) Black Brewer Chairs, (1) Bar Table 36"X29".</i> | \$ 423.75 | \$ 636.00 |
| 404012 | Stool Package B <i>Includes: (2) Contemporary Stools, (1) 6' Skirted Counter 24"X42", (1) Wastebasket.</i> | \$ 229.80 | \$ 345.35 | 404105 | Premium Pedestal Package <i>Includes: (2) Black Banana Barstools, (1) Locking Pedestal.</i> | \$ 511.75 | \$ 771.00 |
| | | | | 404106 | Premium Stool Package <i>Includes: (2) White Banana Barstools, (1) Bar Table 30"X42".</i> | \$ 438.50 | \$ 658.75 |
| | | | | 404109 | Rio Collection <i>Includes: (1) Blue Suede Rio Sofa, (1) Blue Suede Rio Chair, (1) Inspiration Coffee Table.</i> | \$ 1,055.75 | \$ 1,583.25 |
| | | | | 404108 | South Beach Club Collection <i>Includes: (1) White Half-Round Ottoman, (1) 3-Piece South Beach Sectional (Platinum Suede).</i> | \$ 1,287.75 | \$ 1,931.50 |

Prices include delivery, installation, rental, and removal.

Cancellation Policy: Package items cancelled will be charged 50% of original price after move-in begins and 100% of original price after installation.

Please Indicate Choice

Table Skirt Color (404002, 404012 ONLY).

Gray will be provided if no color is indicated below:

- | | | |
|-----------------------------------|---------------------------------------|-------------------------------|
| <input type="checkbox"/> Beige | <input type="checkbox"/> Black | <input type="checkbox"/> Blue |
| <input type="checkbox"/> Burgundy | <input type="checkbox"/> Forest Green | <input type="checkbox"/> Gold |
| <input type="checkbox"/> Gray | <input type="checkbox"/> Purple | <input type="checkbox"/> Red |
| <input type="checkbox"/> Teal | <input type="checkbox"/> White | |

Place Order Here

| ITEM# | DESCRIPTION | PRICE | QUANTITY | TOTAL PRICE |
|--|------------------------------------|-------|--------------|-------------|
| | | | | \$ |
| | | | | \$ |
| | | | | \$ |
| | | | | \$ |
| A. | Total All Items Ordered | | | \$ |
| B. | Petroleum Surcharge Assessment: 3% | | A x 3% = B | \$ |
| C. | Subtotal | | A + B = C | \$ |
| D. | Rental Tax: 6.5% | | C x 6.5% = D | \$ |
| E. | Payment Enclosed | | C + D = E | \$ |
| I agree in placing this order that I have accepted GES Payment Policy and GES Terms & Conditions of Contract. | | | | |
| Authorized Signature - Please Sign: | | | | X |
| AUTHORIZED NAME - PLEASE PRINT | | | | DATE |

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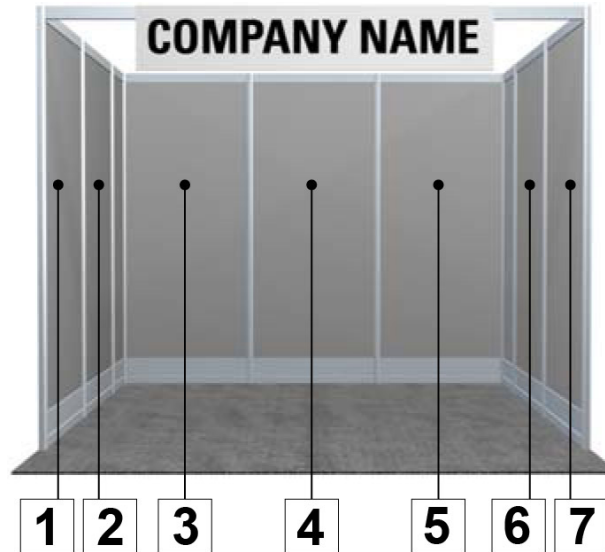
For Ordering Information, Please Contact Exhibitor Services Orlando, Phone: 407-370-6200, eMail: csrorlando@ges.com

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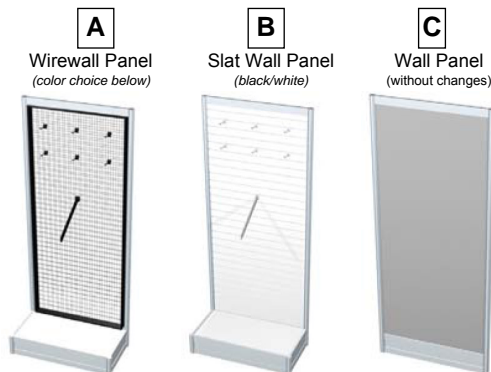
Surf Expo

Orange County Convention Center - South Halls
September 6 - 8, 2012

Discount Deadline Date:
August 14, 2012



Please specify which number box corresponds to your preferred lettered panel option shown below.



Price List

Transportation, material handling, installation & dismantle of exhibit is included. Changes made to the unit after installation will require a labor call.

All rental units will be available for client merchandising one day prior to show opening unless otherwise requested.

Cancellation Policy: Orders cancelled will be charged 50% of original price after move-in begins and 100% of original price after installation.

For Ordering Information, Please Contact:

Exhibitor Services Orlando
Phone: 407-370-6200
eMail: csrorlando@ges.com

| ITEM# | DESCRIPTION | Discount Price | REGULAR PRICE |
|--------|---|----------------|---------------|
| | 10' x 10' Exhibit System Package | | |
| 400431 | 10x10 Surf Build a Booth | \$ 1,267.25 | \$ 1,900.75 |

Includes: Material Handling up to 500 pounds

All GEM metal (choice of silver or black trim), standard panels and accessories for grid and slat walls (see wire and slat wall order forms). Accessories must be ordered in advance. Accessories requested at show site are subject to show site rates.

Option of 4' or 6' skirted table, standard carpet and 2 side chairs

Actual Working Space 9'-9" wide, and 8'-0" deep

Need Assistance?

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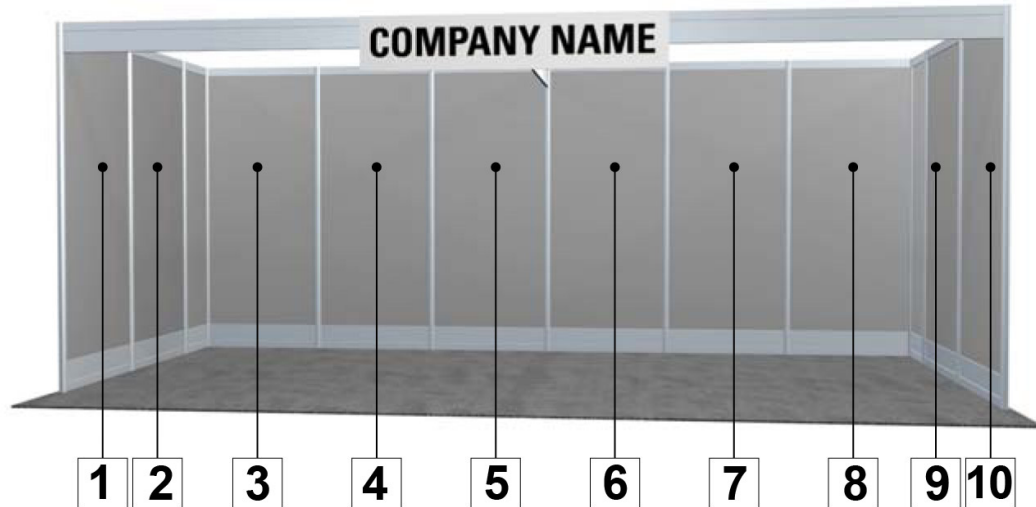
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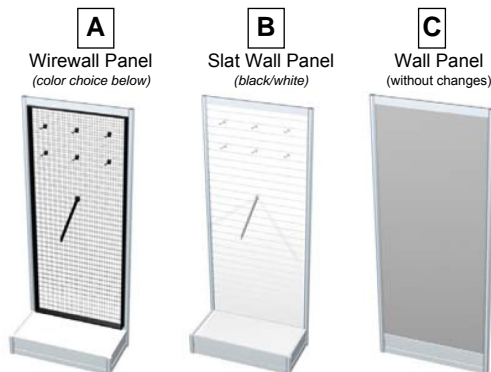
Surf Expo

Orange County Convention Center - South Halls
September 6 - 8, 2012

Discount Deadline Date:
August 14, 2012



Please specify which number box corresponds to your preferred lettered panel option shown below.



Price List

Transportation, material handling, installation & dismantle of exhibit is included. Changes made to the unit after installation will require a labor call.

All rental units will be available for client merchandising one day prior to show opening unless otherwise requested.

Cancellation Policy: Orders cancelled will be charged 50% of original price after move-in begins and 100% of original price after installation.

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Exhibitor Services Orlando
Phone: 407-370-6200
eMail: csrorlando@ges.com

| ITEM# | DESCRIPTION | Discount Price | REGULAR PRICE |
|--------|---|----------------|---------------|
| | 10' x 20' Exhibit System Package | | |
| 400432 | 10x20 Surf Build a Booth | \$ 2,534.25 | \$ 3,801.50 |

Includes: Material Handling up to 1000 pounds

All GEM metal (choice of silver or black trim), standard panels and accessories for grid and slat walls (see wire and slat wall order forms). Accessories must be ordered in advance. Accessories requested at show site are subject to show site rates.

Option of Two 4' or 6' skirted tables, standard carpet and 4 side chairs

Actual Working Space 19'-9" wide, and 8'-0" deep

Need Assistance?

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Surf Expo

Orange County Convention Center - South Halls
September 6 - 8, 2012

Discount Deadline Date:

August 14, 2012

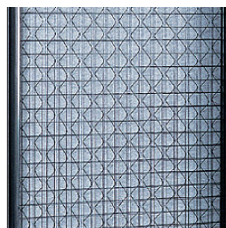
COMPANY NAME EMAIL ADDRESS BOOTH NUMBER

Price List

| ITEM# | DESCRIPTION | DISCOUNT PRICE | REGULAR PRICE |
|--------------------|------------------------------------|----------------|---------------|
| Accessories | | | |
| 600410 | Exhibit, Ad Board, 1M x 8' | \$ 411.75 | \$ 618.00 |
| 600110 | Exhibit, Armlight Black | \$ 68.25 | \$ 106.00 |
| 600103 | Exhibit, Counter, 1M Curved | \$ 350.00 | \$ 525.25 |
| 600101 | Exhibit, Counter, 1M x 1/2M x 40"H | \$ 254.50 | \$ 381.25 |
| 600102 | Exhibit, Counter, 2M x 1/2M x 40"H | \$ 350.00 | \$ 525.25 |
| 600221 | Exhibit, Light Box, Large 37"x85" | \$ 449.75 | \$ 674.75 |
| 600222 | Exhibit, Light Box, Medium 37"x56" | \$ 321.25 | \$ 481.75 |
| 600223 | Exhibit, Light Box, Small 37"x28" | \$ 205.75 | \$ 385.75 |
| 661931 | Exhibit, Panel, Slatwall, 1M x 8' | \$ 217.50 | \$ 293.75 |
| 600291 | Exhibit, Panel, Wirewall, 1M | \$ 191.25 | \$ 286.50 |
| 600243 | Exhibit, Shelf, 1M x 10" Deep | \$ 57.50 | \$ 86.50 |

GES is pleased to present the Wirewall Grid Panel Display Accessory. We also offer Wirewall Display Packages for utilization in exhibit booth space, as well as an assortment of accessories to use with the wall panels. If you have a special request, just call! We look forward to helping you make your show the best.

Cancellation Policy: Orders cancelled will be charged **50%** of original price after move-in begins and **100%** of original price after installation.

Please Indicate Style
Place Order Here


Wirewall Grid Panel


Slatwall Panel
(accessories rented separately)

| ITEM# | DESCRIPTION | PRICE | QUANTITY | TOTAL PRICE |
|-----------|------------------------------------|-------|--------------|-------------|
| | | | | \$ |
| | | | | \$ |
| | | | | \$ |
| | | | | \$ |
| | | | | \$ |
| | | | | \$ |
| | | | | \$ |
| | | | | \$ |
| | | | | \$ |
| A. | Total All Items Ordered | | | \$ |
| B. | Petroleum Surcharge Assessment: 3% | | A x 3% = B | \$ |
| C. | Subtotal | | A + B = C | \$ |
| D. | Rental Tax: 6.5% | | C x 6.5% = D | \$ |
| E. | Payment Enclosed | | C + D = E | \$ |

I agree in placing this order that I have accepted GES payment Policy and GES Terms & Conditions of Contract.

Authorized Signature - Please Sign: X

AUTHORIZED NAME - PLEASE PRINT

DATE

Need Assistance?

Toll Free: 800.475.2098 | Tel: 702.515.5970 | www.ges.com/chat



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Surf Expo

Orange County Convention Center - South Halls
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We want your graphics and images to look their absolute best. We are committed to partnering with you in order to provide the most comprehensive and effective solutions in the trade show industry. The graphic print and production industry is continuously evolving. In order to insure the best quality graphics and images from your digital files, and to make file transfers as seamless as possible, we are pleased to provide you with guidelines for the submission of your art to Graphics Production. If you are unable to provide digital artwork for your signage needs, we are capable of providing you with layout services. Additional fees will apply. Please contact GES for details.

| Suitable Formats for images or logos | |
|--------------------------------------|---------------------------------|
| Program | Preferred Format |
| Adobe Illustrator CS4 | ai, eps |
| Adobe Photoshop CS4 | tiff (LZW), jpeg (high quality) |
| Adobe InDesign CS4 | indd (include all links) |
| Adobe Acrobat | PDF (press quality setting) |
| QuarkXPress 7 | qxd (include all links) |

| Suitable Media for images or logos | |
|------------------------------------|------------------------------------|
| Media | Preferred Format |
| CD-ROM (CD-R or CD-RW) | Please send hard copy color proofs |
| DVD-ROM (DVD-R or DVD-RW) | Please send hard copy color proofs |
| Email Attachments | Limited to maximum size of 5MB |
| FTP | Mandatory zip or sit compression |

AVOIDING ADDITIONAL COSTS:

Files obtained from the internet (.jpg or .gif) or artwork created in MS Office applications (Word, Excel, PowerPoint, etc.) are often not suitable for high quality output, and often require additional hourly charges. Artwork should be created at actual size, however, for larger files i.e., banner artwork, 10% or 25% of actual size is acceptable. Scans should be no smaller than 300dpi at quarter size. To avoid additional costs associated with these file types, please supply files in accordance with the defined herein.



gif
@ 400%



ai / eps vector
@ 400%

Vectors

Vectors

Text @ 100%

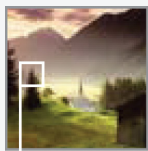
Outlined Text

Vector Artwork

For the best quality, artwork should be created in **vector format (ai or vector eps)**. Logos taken from websites are generally gifs. **Gif files are not acceptable as they will not print clearly.** See Visual.

Artwork which is going to be produced in vinyl, for example; solid company logo's or text, must be supplied in a **vector format (ai or vector eps)**.

Artwork created in a pixel format, i.e., TIFF and JPEG is not suitable. See Visual.



Low Resolution
(72dpi) jpeg 88 Kb



High Resolution
(300dpi) jpeg 3.52 Mb



Bitmap/Raster Artwork

JPEG - We accept this format but only if used to compress a file for ease of sending, the original artwork should have been created high resolution - **300dpi or vector eps to print at the best possible quality.** See Visual.

PDF - These are print files only and can not be altered to fit different sizes, artwork must be set up at the correct proportion and at print ready quality.

Make sure images are saved at high resolution (300dpi). See Visual.



Color Set Up

If your artwork is using PANTONE Colors, please supply a Pantone color reference. Some colors are more likely to be achieved, but due to printer limitations, Pantone colors are matched to the best possible interpretation for the specific output device. Hard copies such as brochures or print outs can be used as a reference for color matching.

Fonts

Turn all fonts into outlines or convert to paths before sending the files. If you are using a program where this is not an option, **YOU MUST INCLUDE ALL FONTS** with your files.

FTP (File Transfer Protocol) Information

You can upload your file(s) after sending in your order using the information below.

SouthEast Region Shows
HOST: ftp://csftp.ges.com/SouthEast

USER NAME: gesseftp
PASSWORD: k7md#2dx

Please make sure your file(s) are labeled with the exhibiting company's name and the show name (e.g. EGGWHITES_COOKING SHOW.zip)

Need Assistance?

Toll Free: 800.475.2098 | Tel: 702.515.5970 | www.ges.com/chat



Order Directly Online:

<https://ordering.ges.com/Show/Info/052003567>

RETURN WITH G-2: PAYMENT & CREDIT CARD CHARGE AUTHORIZATION FORM TO:

Global Experience Specialists, Inc. (GES) • 7000 Lindell Road, Las Vegas, NV 89118-4702 • Fax: 866.329.1437 or 702.263.1520 for international exhibitors

All orders are governed by the GES Payment Policy and GES Terms & Conditions of Contract as specified in this Exhibitor Services Manual.

Surf Expo

Orange County Convention Center - South Halls
September 6 - 8, 2012

Discount Deadline Date:

August 14, 2012

| | | |
|--------------|---------------|--------------|
| COMPANY NAME | EMAIL ADDRESS | BOOTH NUMBER |
|--------------|---------------|--------------|

Price List

| ITEM# | DESCRIPTION | DISCOUNT PRICE | REGULAR PRICE |
|--------|--|----------------|---------------|
| 600510 | Sign, 22"x28" | \$ 97.00 | \$ 193.50 |
| 600512 | Sign, 28"x44" | \$ 111.25 | \$ 222.75 |
| 600501 | Sign, 7"x11" | \$ 35.50 | \$ 71.00 |
| 600502 | Sign, 7"x44" | \$ 48.25 | \$ 95.00 |
| 668773 | 1 Meter Graphic Panel, 38-1/8" wide x 86-1/4" high | \$ 184.75 | \$ 277.25 |
| 600547 | Easel Back | \$ 5.95 | \$ 5.95 |

We offer complete graphics services from Design to Print!

We can create custom graphics to fit any of your needs, including:

- Pressure Sensitive Vinyl (PSV) Booth Wraps (the same as vehicle wraps)
- Vinyl or Mesh Banners for use in your booth
- Backlit graphics for lightboxes and display cases
- Custom fit / contour cut / 3D graphics for eye catching effects
- Printing on specialized materials

For a quotation, please visit: <http://www.ges.com/graphics/quote/>

| ITEM# | DESCRIPTION | DISCOUNT PRICE | REGULAR PRICE |
|--------|--|----------------|---------------|
| 600533 | 22"W x 28"H Vertical Sign w/ Sign Holder, Single Sided (includes frame rental, graphic & delivery) | \$ 170.00 | \$ 255.00 |
| 600534 | 22"W x 28"H Vertical Sign w/ Sign Holder, Double Sided (includes frame rental, graphic & delivery) | \$ 220.00 | \$ 330.00 |
| 600526 | Freestanding 24"W x 84"H Vertical Ad Board w/ Cardboard Base, Single Sided (includes cardboard base, graphic & delivery) | \$ 200.00 | \$ 300.00 |
| 600528 | Freestanding 24"W x 84"H Vertical Ad Board w/ Cardboard Base, Double Sided (includes cardboard base, graphic & delivery) | \$ 325.00 | \$ 487.50 |
| 600527 | Freestanding 38"W x 84"H Vertical Ad Board w/ Cardboard Base, Single Sided (includes cardboard base, graphic & delivery) | \$ 300.00 | \$ 450.00 |
| 600529 | Freestanding 38"W x 84"H Vertical Ad Board w/ Cardboard Base, Double Sided (includes cardboard base, graphic & delivery) | \$ 425.00 | \$ 637.50 |
| 600535 | 72"W x 36"H Vinyl Banner (horizontal or vertical) w/ Silver Grommets | \$ 180.00 | \$ 270.00 |

Please Indicate Choice
Place Order Here
Cardboard Base Colors (Item # 600528, 600526, 600529, 600527 ONLY)

- ☐ Black ☐ White ☐ Gray
☐ Printed Base -Additional Cost \$19.57 (Item # 601099)
 Please add to total and include graphics in digital file submission.

I have NOT sent my print ready file(s) to GES

Please let us know when you expect to submit your artwork:

- ☐ I need assistance submitting my file(s), please contact me
☐ I will be submitting my file by (date) _____
☐ I need GES to set my copy
 Copy placement only - indicate copy in the area below

I have already sent my print ready file(s) to GES

Check the submission type used below:

- ☐ I put them on the GES FTP site
☐ I sent them to the gesgraphics@ges.com mailbox
☐ I sent a disc via USPS, FedEx, UPS or other
☐ I sent them directly to a GES employee (insert name below)

Digital File Submission:

You can upload your file(s) after sending in your order using the information below.

<ftp://csftp.ges.com/SouthEast>

USER NAME: gesseftp

PASSWORD: k7md#2dx

Please make sure your file(s) are labeled with the exhibiting company's name and the show name (e.g. EGGWHITES_COOKING SHOW.zip)

SIGN INFO

If you do not have a print file to submit, please write in the text and description for your sign order here:

| ITEM# | DESCRIPTION | PRICE | QUANTITY | TOTAL PRICE |
|-------|------------------------------------|-------|---------------|-------------|
| | | | | \$ |
| | | | | \$ |
| | | | | \$ |
| | | | | \$ |
| | | | | \$ |
| | | | | \$ |
| | | | | \$ |
| A. | Total All items Ordered | | | \$ |
| B. | Petroleum Surcharge Assessment: 3% | | A x 3 % = B | \$ |
| C. | Subtotal | | A + B = C | \$ |
| D. | Sales Tax: 6.5% | | C x 6.5 % = D | \$ |
| E. | Payment Enclosed | | C + D = E | \$ |

I agree in placing this order that I have accepted GES Payment Policy and GES Terms & Conditions of Contract.
Authorized Signature - Please Sign:

X

AUTHORIZED NAME - PLEASE PRINT

DATE

Need Assistance?

Toll Free: 800.475.2098 | Tel: 702.515.5970 | www.ges.com/chat


Order Directly Online:

<https://ordering.ges.com/Show/Info/052003567>

38" Ad Board



600527 Freestanding 38"W x 84"H Vertical Ad Board w/
Cardboard Base, Single Sided (includes cardboard
base, graphic & delivery)

600529 Freestanding 38"W x 84"H Vertical Ad Board w/
Cardboard Base, Double Sided

*Includes cardboard base, graphic and delivery.
Printed base available at additional cost.*

24" Ad Board



600526 Freestanding 24"W x 84"H Vertical Ad Board w/
Cardboard Base, Single Sided (includes cardboard
base, graphic & delivery)

600528 Freestanding 24"W x 84"H Vertical Ad Board w/
Cardboard Base, Double Sided

*Includes cardboard base, graphic and delivery.
Printed base available at additional cost.*

22" x 28" with Sign Holder



600533 22"W x 28"H Vertical Sign w/ Sign Holder, Single Sided

600534 22"W x 28"H Vertical Sign w/ Sign Holder, Double
Sided

Includes sign holder rental, graphic and delivery.

6' x 3' Banner



600535 72"W x 36"H Vinyl Banner (horizontal or vertical) w/
Silver Grommets, Single Sided

*Banner is available horizontal or vertical.
Includes silver grommets.*

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Go to below link to view images and information:
<http://ges.com/ecom/info/landD.pdf>

| | | |
|----------------------------|--------------------------|----------------------|
| COMPANY NAME | EMAIL ADDRESS | BOOTH NUMBER |
| SHOWSITE CONTACT | SHOWSITE CONTACT PHONE # | DATE/TIME OF ARRIVAL |
| CONTACT'S HOTEL (OPTIONAL) | | |

PLEASE COMPLETE THIS FORM FOR ALL DISPLAY LABOR NEEDED.
TO DETERMINE IF YOU NEED DISPLAY LABOR, PLEASE READ THIS FORM CAREFULLY.

Important Information & Rates

Starting time can be guaranteed only when labor is requested for the start of the working day at 8:00 AM. All exhibit labor for 8:00 AM starting times will be dispatched to booth space. For all other starting times, check in at the labor desk one-half (½) hour before time requested. Labor cancelled without a 24 hour notice shall be charged a one (1) hour cancellation fee per worker. If Exhibitor fails to use the workers at the time confirmed, a one (1) hour "No-Show" charge per worker will apply.

The minimum charge for labor is one (1) hour per worker. Labor thereafter is charged in half (½) hour increments. Gratuities in any form, including cash, gifts, or labor hours for work not actually performed are prohibited by GES. GES requires the highest standards of integrity from all employees. Please call our confidential Always Honest hotline at 866.225.8230 to report fraudulent or unethical behavior. All rates are subject to change if necessitated by increased labor and material costs.

LABOR RATES ARE AS FOLLOWS:

| Worker per Hour | Discount | Regular | Show Site |
|--------------------------------------|-----------|-----------|-----------|
| Install & Dismantle, ST Code: 705000 | \$ 56.75 | \$ 71.00 | \$ 85.25 |
| Install & Dismantle, OT Code: 705000 | \$ 113.50 | \$ 142.00 | \$ 170.75 |

Straight Time: Monday through Friday from 8:00 AM to 4:30 PM.

Overtime: All other times Monday through Friday. All day Saturday, Sunday & Holidays.

Discount Rate: Rate applies to orders placed on or before the above Discount Deadline Date.

Regular Rate: Rate applies to orders placed after the above Discount Deadline Date, but before the first day of exhibitor move-in.

Show Site Rate: Rate applies to orders placed at show site

Please Indicate Service
☐ **GES Supervised (OK to Proceed)**

Please complete "Key Information" form (L-2)

GES will supervise labor to:

- Unpack and install display before Exhibitor arrival at show site.
- Dismantle and pack the display after show closing.
- Subject to terms and conditions of all GES policies, including terms and conditions of contract, including but not limited to sub-paragraph VII, b., Labor.

A 25% (\$50.00 minimum) surcharge will be added to the labor rates above for this professional supervision.

LOCATION OF BOOTH/DIMENSION OF BOOTH: Use the Booth Layout Form to represent your booth, indicate from each boundary how you would like your booth placed.

☐ **Exhibitor Supervised (Do Not Proceed)**

Exhibitor will supervise.

- Indicate workers needed for installation and dismantling
- GES assumes no liability for loss, damage or bodily injury arising out of the installation and/or dismantling of Exhibitor's property by GES provided union labor. Exhibitor assumes the responsibility and any liability arising therefrom, for the work performed by union labor under Exhibitor's supervision. Exhibitors must stay clear during movement of freight.

GES is responsible for the following type of booth:

- ☐ Pop-Up ☐ Two Story ☐ Custom
☐ Other: _____

Place Order Here

| SCHEDULE DATE(S) | SCHEDULE START TIME | SCHEDULE END TIME | TOTAL # OF HOURS | TOTAL # OF WORKERS | LABOR RATE | TOTAL | 3% PSP | SUBTOTAL | 6.5% TAX | GRAND TOTAL |
|---|---------------------|-------------------|------------------|--------------------|------------|-------|--------|-----------------------------------|----------|-------------|
| | AM PM | AM PM | | | | | | | | \$ |
| | AM PM | AM PM | | | | | | | | \$ |
| I agree in placing this order that I have accepted GES Payment Policy and GES Terms & Conditions of Contract. | | | | | | | A. | Total Labor Ordered | | \$ |
| Authorized Signature - Please Sign: | | | | | | | B. | 25% (\$50.00 min) GES Supervision | | \$ |
| X | | | | | | | C. | Payment Enclosed | | \$ |

Please estimate the number of workers and hours per worker needed for installation and dismantling above. Invoice will be calculated according to actual hours worked, relative to the original estimate and based upon the date received. Additional labor required will be calculated and invoiced at the show site rate.

Need Assistance?

Toll Free: 800.475.2098 | Tel: 702.515.5970 | www.ges.com/chat


Order Directly Online:

<https://ordering.ges.com/Show/Info/052003567>

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Contact us Online: www.ges.com/chat Phone: 800.475.2098 or 702.515.5970 for international exhibitors

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Surf Expo

Orange County Convention Center - South Halls
September 6 - 8, 2012

Form Deadline Date:
August 14, 2012

MANDATORY FORM*

| | | |
|--------------|---------------|--------------|
| COMPANY NAME | EMAIL ADDRESS | BOOTH NUMBER |
|--------------|---------------|--------------|

To Be Completed By Exhibitor When Order is Placed

Inbound Freight Information

Method ☐ GES Logistics ☐ Common Carrier ☐ AirFreight ☐ Vanline ☐ Other _____

Carrier (if known) _____

Contact _____ Phone _____

Number of Crates _____ Shipped By _____ Date _____

Number of Fiber Cases _____ Color _____ Pro Number _____

Target Date _____ Loose Display _____ Crated Display _____

Shipped To: (Check One) ☐ Warehouse ☐ Showsite

Setup Information for GES Installation

| | |
|---|---|
| <input type="checkbox"/> Setup Drawings/Instructions Attached <input type="checkbox"/> Setup Drawings With Exhibit <input type="checkbox"/> Case/Crate Number _____ <input type="checkbox"/> Number of Workers Required for Setup _____ <input type="checkbox"/> Forklift Ordered Hrs. _____ Time _____ <input type="checkbox"/> Number of Graphics _____ Layout Provided? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Number of Lights _____ Number of Light Boxes _____ | <input type="checkbox"/> Rental Carpet Color _____ <input type="checkbox"/> Own Carpet Color _____ <input type="checkbox"/> Padding _____ Approximate Time for Setup _____ Special Equipment Required _____ Description _____ Description _____ |
|---|---|

Did You Order ---

| | | |
|--|--|---|
| Electrical Outlets <input type="checkbox"/> Yes <input type="checkbox"/> No Electrical Drawings <input type="checkbox"/> Attached <input type="checkbox"/> Sent to the Official Electrical Contractor Booth Cleaning <input type="checkbox"/> Yes <input type="checkbox"/> No Furniture <input type="checkbox"/> Yes <input type="checkbox"/> No A/V Equipment <input type="checkbox"/> Yes <input type="checkbox"/> No Telephone/Internet <input type="checkbox"/> Yes <input type="checkbox"/> No | Electrical Labor/Boothwork <input type="checkbox"/> Yes <input type="checkbox"/> No Other Items _____ _____ _____ | Electrical Under Carpet <input type="checkbox"/> Yes <input type="checkbox"/> No With the Exhibit <input type="checkbox"/> _____ _____ _____ |
|--|--|---|

Tear-down Information for GES Dismantle

| | |
|---|---|
| <input type="checkbox"/> Tear-down Drawings/Instructions Attached <input type="checkbox"/> Tear-down Drawings With Exhibit <input type="checkbox"/> Case/Crate Number _____ <input type="checkbox"/> Number of Workers Required for Tear-down _____ <input type="checkbox"/> Forklift Ordered Hrs. _____ Time _____ <input type="checkbox"/> Number of Graphics _____ Layout Provided? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Number of Lights _____ Number of Light Boxes _____ | <input type="checkbox"/> Rental Carpet Color _____ <input type="checkbox"/> Own Carpet Color _____ <input type="checkbox"/> Padding _____ Approximate Time for Tear-down _____ Special Equipment Required _____ Description _____ Description _____ |
|---|---|

Outbound Freight Information

| | |
|--|---|
| Outbound Freight Charges _____ <input type="checkbox"/> PrePaid <input type="checkbox"/> Collect (for non-GES Logistics Shipments only) <input type="checkbox"/> Bill To _____ <input type="checkbox"/> GES Storage _____ Method <input type="checkbox"/> GES Logistics <input type="checkbox"/> Common Carrier <input type="checkbox"/> AirFreight Carrier (if known) _____ Contact _____ Phone _____ Exhibitor-completed GES' Outbound Material Handling Form attached: <input type="checkbox"/> Yes <input type="checkbox"/> No Exhibitor will pack all product, prepare shipping labels and complete GES' Outbound Material Handling Form attached: <input type="checkbox"/> Yes <input type="checkbox"/> No | Consigned To _____ Address _____ City/State/Zip _____ Second Consignee _____ Address _____ City/State/Zip _____ <input type="checkbox"/> Vanline <input type="checkbox"/> Other _____ |
|--|---|

Emergency Contact Information / Showsite Contact

Name _____ Title _____

Telephone _____ Cell Phone _____

Other Means of Contacting This Person _____

Contact's Hotel _____ Arrival _____ Departure _____

Purchasing Authorization ☐ Yes ☐ No

*This Form must be returned to GES for your orders to be processed.

I agree in placing this order that I have accepted GES Payment Policy and GES Terms & Conditions of Contract.

Authorized Signature - Please Sign: X

| | |
|--------------------------------|------|
| AUTHORIZED NAME - PLEASE PRINT | DATE |
|--------------------------------|------|

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| COMPANY NAME | EMAIL ADDRESS | BOOTH NUMBER |
| SHOWSITE CONTACT | SHOWSITE CONTACT PHONE # | DATE/TIME OF ARRIVAL |
| CONTACT'S HOTEL (OPTIONAL) | | |

PLEASE COMPLETE THIS FORM FOR ALL IN-BOOTH FORKLIFT AND LABOR NEEDED.
TO DETERMINE IF YOU NEED IN-BOOTH FORKLIFT AND LABOR, PLEASE READ THIS FORM CAREFULLY.

- In-booth forklift and Labor may be required to assemble displays or when uncrating, positioning, and reskidding equipment and machinery.
- A forklift is required for moving equipment and materials weighing 200 pounds or more.
- If you require a forklift, a crew will be assigned consisting of a forklift with an operator.

Important Information & Rates

Starting time can be guaranteed only when labor is requested for the start of the working day at 8:00 AM. All exhibit labor for 8:00 AM starting times will be dispatched to booth space. Confirm labor and forklifts by 2:30 PM the day before date requested. Please have a representative pick up the crew at the labor desk and supervise the work to be done. Upon completion, the Exhibitor's representative will return the crew to the labor desk and approve the work order. Equipment and labor cancelled without a 24 hour notice shall be charged a one (1) hour cancellation fee per worker and forklift. If Exhibitor fails to use the workers and equipment at the time confirmed, a one (1) hour cancellation fee per worker and forklift will apply.

The minimum charge for labor is one (1) hour per worker and equipment. Labor thereafter is charged in half (½) hour increments per worker and equipment. Gratuities in any form, including cash, gifts, or labor hours for work not actually performed are prohibited by GES. GES requires the highest standards of integrity from all employees. Please call our confidential Always Honest hotline at 866.225.8230 to report fraudulent or unethical behavior. All rates are subject to change if necessitated by increased labor and material costs.

LABOR RATES ARE AS FOLLOWS:

| Forklift w/Operator Per Hour | | Discount | Regular | Show Site |
|------------------------------|--------------|-----------|-----------|-----------|
| 5,000#, ST | Code: 705200 | \$ 124.00 | \$ 155.25 | \$ 186.00 |
| 5,000#, OT | Code: 705200 | \$ 155.25 | \$ 193.25 | \$ 232.50 |
| Worker per Hour | | Discount | Regular | Show Site |
| Freight, ST | Code: 705030 | \$ 56.75 | \$ 71.00 | \$ 85.25 |
| Freight, OT | Code: 705030 | \$ 113.50 | \$ 142.00 | \$ 170.75 |

Straight Time: Monday through Friday from 8:00 AM to 4:30 PM.

Overtime: All other times Monday through Friday. All day Saturday, Sunday & Holidays.

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Please Indicate Service
☐ **Exhibitor Supervised (Do Not Proceed)**

Exhibitor will supervise.

- Indicate workers needed for installation **and** dismantling
- GES assumes no liability for loss, damage or bodily injury arising out of the installation and/or dismantling of Exhibitor's property by GES provided union labor. Exhibitor assumes the responsibility and any liability arising therefrom, for the work performed by union labor under Exhibitor's supervision. Exhibitors must stay clear during movement of freight.

GES is responsible for the following type(s) of work:

- | | | |
|-------------------------------------|--------------------------------------|--------------------------------------|
| <input type="checkbox"/> Uncrating | <input type="checkbox"/> Unskidding | <input type="checkbox"/> Positioning |
| <input type="checkbox"/> Leveling | <input type="checkbox"/> Dismantling | <input type="checkbox"/> Recrating |
| <input type="checkbox"/> Reskidding | | |

Place Order Here

| SCHEDULE DATE(S) | SCHEDULE START TIME | SCHEDULE END TIME | TOTAL # OF HOURS | X | TOTAL # OF FORKLIFTS | X | LABOR RATE | = | TOTAL | X | 3% PSP | = | SUBTOTAL | X | 6.5% TAX | = | GRAND TOTAL |
|------------------|---------------------|-------------------|------------------|---|----------------------|---|------------|---|-------|---|--------|---|----------|---|----------|---|-------------|
| | AM PM | AM PM | | | | | | | | | | | | | | | \$ |
| | AM PM | AM PM | | | | | | | | | | | | | | | \$ |
| | AM PM | AM PM | | | | | | | | | | | | | | | \$ |
| | AM PM | AM PM | | | | | | | | | | | | | | | \$ |

I agree in placing this order that I have accepted GES Payment Policy and GES Terms & Conditions of Contract.

Payment Enclosed

\$

Authorized Signature - Please Sign:

X

AUTHORIZED NAME - PLEASE PRINT

DATE

Please estimate the number of workers and hours per worker needed for installation and dismantling above. Invoice will be calculated according to actual hours worked, relative to the original estimate and based upon the date received. Additional labor required will be calculated and invoiced at the show site rate.

Need Assistance?

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Order Directly Online:

<https://ordering.ges.com/Show/Info/052003567>

RETURN WITH G-2: PAYMENT & CREDIT CARD CHARGE AUTHORIZATION FORM TO:

Global Experience Specialists, Inc. (GES) • 7000 Lindell Road, Las Vegas, NV 89118-4702 • Fax: 866.329.1437 or 702.263.1520 for international exhibitors

All orders are governed by the GES Payment Policy and GES Terms & Conditions of Contract as specified in this Exhibitor Services Manual.

Surf Expo

Orange County Convention Center - South Halls
September 6 - 8, 2012

Discount Deadline Date:

August 14, 2012

| | | |
|--------------|---------------|--------------|
| COMPANY NAME | EMAIL ADDRESS | BOOTH NUMBER |
|--------------|---------------|--------------|

Price List

| ITEM# | DESCRIPTION | DISCOUNT PRICE | REGULAR PRICE |
|---|---|------------------|---------------|
| Vacuuming | | | |
| <i>Includes emptying your wastebasket nightly.</i> | | | |
| 500601 | Before Show Open Only (per sq. ft.) | \$ 0.30 | \$ 0.30 |
| 500602 | Per Day (per sq. ft. per day) | \$ 0.26 | \$ 0.26 |
| Shampooing | | | |
| 501004 | Cleaning, Carpet Shampoo Before Show Open | \$ 0.49 | \$ 0.49 |
| Mopping and Waxing | | | |
| 501002 | Cleaning, Damp Mop & Wax | \$ 0.64 | \$ 0.93 |
| Porter service | | | |
| <i>GES will empty wastebaskets & wipe down counters at two hour intervals, show hours only. Vacuuming not included. Calculate by your booth size.</i> | | | |
| 501010 | Porter Service, 0-500 sq.ft., Per Day | \$ 73.25 | \$ 73.25 |
| 501010 | Porter Service, 501-1500 sq.ft., Per Day | \$ 98.00 | \$ 98.00 |
| 501010 | Porter Service, 1501-3000 sq.ft., Per Day | \$ 122.50 | \$ 122.50 |
| 501010 | Porter Service, 3001 sq.ft. & Up, Per Day | \$ 170.75 | \$ 255.75 |

To ensure your booth is show-ready, specify your requirements below. Please call us if you have a special need. GES is the exclusive cleaning contractor for your show and will handle all cleaning services on the exhibit floor. We offer discounts for orders exceeding 2,000 square feet (please call for a quote).

Cost of vacuuming, shampooing, mopping and waxing will be invoiced on the total area of your booth.

Cancellation Policy: Due to material and labor costs, orders cancelled before move-in begins will be charged **50%** of original price. Similarly, orders cancelled after move-in will be charged **100%**.

Please Indicate Service
Place Order Here
Calculate Total Square Footage

Width _____ x Length _____ = _____ Square Feet

Would you like us to call you and give you a quote for hourly porter service?
☐ Yes ☐ No

Please list dates and times Vacuuming Per Day/Periodic Porter Service is needed:

| | | |
|--|--|--|
| | | |
| | | |
| | | |

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

| ITEM# | DESCRIPTION | TOTAL SQ FT | X PRICE/SQ FT | X NO. OF DAYS | TOTAL PRICE |
|--------|-------------------|-------------|---------------|---------------|-------------|
| 500602 | Vacuuming Per Day | | | | \$ |

| ITEM# | DESCRIPTION | TOTAL SQ FT | X PRICE/SQ FT | TOTAL PRICE |
|--------|-----------------------------|-------------|---------------|-------------|
| 500601 | Vacuuming Before Show Only | | | \$ |
| 501004 | Shampooing Before Show Only | | | \$ |
| 501002 | Mop/Wax Before Show Only | | | \$ |

| ITEM# | DESCRIPTION | PRICE | X NO. OF DAYS | TOTAL PRICE |
|-----------|------------------------------------|-------|---------------|-------------|
| | Porter service | | | \$ |
| A. | Total All Items Ordered | | | \$ |
| B. | Petroleum Surcharge Assessment: 3% | | A x 3% = B | \$ |
| C. | Subtotal | | A + B = C | \$ |
| D. | Labor Tax: 6.5% | | C x 6.5% = D | \$ |
| E. | Payment Enclosed | | C + D = E | \$ |

I agree in placing this order that I have accepted GES Payment Policy and GES Terms & Conditions of Contract.

Authorized Signature - Please Sign: X

| | |
|--------------------------------|------|
| AUTHORIZED NAME - PLEASE PRINT | DATE |
|--------------------------------|------|

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Order Directly Online:

<https://ordering.ges.com/Show/Info/052003567>

Credit Card Authorization: Global Experience Specialists, Inc. (GES) • 7000 Lindell Road, Las Vegas, NV 89118-4702 • Fax: 866.329.1437 or 702.263.1520 for international exhibitors

Check Payments: Global Experience Specialists, Inc. (GES) • Bank of America P.O. Box 96174, Chicago, IL 60693

All orders are governed by the GES Payment Policy and GES Terms & Conditions of Contract as specified in this Exhibitor Services Manual.

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MANDATORY FORM*

| | | |
|------------------|---|----------------------------|
| COMPANY NAME | EMAIL ADDRESS | BOOTH NUMBER |
| STREET ADDRESS | CITY | STATE ZIP COUNTRY |
| PHONE | FAX | PURCHASE ORDER NUMBER |
| SHOWSITE CONTACT | SHOWSITE CONTACT EMERGENCY PHONE NUMBER | CONTACT'S HOTEL (OPTIONAL) |

Payment Policy

Payment for Services — GES requires payment in full at the time services are ordered. Further, GES requires that you provide a credit card authorization with your initial order. For your convenience, we will use this authorization to charge your account for services, which may include labor, material handling, or any applicable fuel or energy surcharge.

Discount Prices — To qualify for discount pricing, orders must be received with payment on or before the discount price deadline(s).

Method of Payment — Global Experience Specialists accepts MasterCard, Visa, American Express, check and bank wire transfer. Purchase orders are not considered payment. All payments must be made in U.S. funds drawn on a U.S. Bank. Exhibitors will be charged a \$50.00 fee for returned NSF checks.

Third Party Billing — Each exhibiting firm is ultimately responsible for all charges incurred on its behalf. Global Experience Specialists reserves the right to institute collection action against the exhibitor if the authorized third party does not pay. See *Third Party Billing Request* form.

Tax Exempt — If you are tax exempt in the state in which you will be exhibiting, you must provide a Sales Tax Exemption Certificate for that state. Please send the above information to the GES office for this show. Taxes vary by location and will be added to your invoice, if you do not submit your tax exempt certificate prior to the deadline.

Adjustments and Cancellations — No adjustments to invoices will be made after the close of the show. Please refer to the individual forms for labor, etc., for cancellation fees. All orders cancelled by the Exhibitor or due to the cancellation of an event or their non-participation may be subject to cancellation fees equal to 50% - 100% of the total order, based upon the status of move-in, work performed and/or GES set-up costs or expenses. A minimum non-refundable deposit of \$25.00 will be applied towards the invoice, unless there is a cancellation of your order. Additionally, GES retains the right to implement/assess a fuel or energy surcharge on all services as necessary based upon market conditions.

Bank wire transfer payment information:

Beneficiary: Global Experience Specialists
c/o Bank of America
901 Main Street, TX1-492-07-14
Dallas, TX 75202-3714 USA
Telephone # 888-715-1000 ext 50118

Account #: 7188-1-01819
ABA Routing #: 0260-0959-3
SWIFT Address: BOFAUS3N
CHIPS Address: 0959

If requested, following is the physical address for routing identifiers:

Bank of America, Wire Transfer-Customer Services
2000 Clayton Road, Concord, CA 94520 USA

To properly credit your account, send the following information to the GES address listed on the order forms:

- exhibiting company name, show name, show facility, and booth number
- date and amount of wire transfer
- bank and country where transfer originated

- If you have any questions regarding our payment policy, please call GES National Servicer at 800.475.2098 or visit the GES Servicer at the show.
- Please complete the information and return payment in full with this form and your orders. You may choose to pay by credit card, check, or bank wire transfer, however, we require your credit card charge authorization to be on file with GES.
- All balances must be paid at the conclusion of the event. You agree to late fees up to 1.5% per month on any balance not paid at the conclusion of the event, or balance left without appropriate credit card on file.
- For your convenience, we will use this authorization to charge your credit card for any additional amounts ordered by your representative or services rendered to your company for this event.
- GES will charge a convenience fee for each request to reprocess payment to an alternate credit card in order to cover incremental processing costs. An alternate credit card is a credit card different than the one used to process your initial payment in accordance with GES payment policy. The convenience fee will be quoted at the time your request is made to reprocess payment. The convenience fee will be added to your account balance and settled utilizing the new credit card provided.

GES requires the highest standards of integrity from all employees. Please call our confidential Always Honest hotline at 866.225.8230 to report fraudulent or unethical behavior.

***This form must be returned to GES for your orders to be processed.**

Credit Card Charge Authorization

All information must be provided. **Your order will not be processed if any information is missing.** (i.e., Expiration Date, Account Number, Contact Information, Type of Card, Signature) We require your credit card charge authorization to be on file with GES even if you are paying by check or bank wire transfer.

| | | |
|--------------------------------|---|---|
| Account Number | <input type="checkbox"/> Corporate Card | <input type="checkbox"/> Personal Card |
| <input type="text"/> | <input type="text"/> | <input type="text"/> |
| PROVIDE EXPIRATION DATE | EXPIRATION DATE | <input type="checkbox"/> MasterCard <input type="checkbox"/> VISA <input type="checkbox"/> American Express |
| <input type="text"/> | <input type="text"/> | *Signature Required Below |

| | |
|------------------------------|--------------|
| CARDHOLDER'S NAME | PLEASE PRINT |
| CARDHOLDER'S BILLING ADDRESS | CITY |
| STATE | ZIP COUNTRY |

Calculation of Orders

| | TOTAL |
|--|-------|
| Material Handling | \$ |
| Carpet | \$ |
| Furniture & Accessories | \$ |
| Specialty Furniture | \$ |
| Graphics & Signage | \$ |
| Installation & Dismantling Labor | \$ |
| In-Booth Forklift & Labor | \$ |
| Cleaning | \$ |
| Other GES Services (Specify) | \$ |
| Other GES Services (Specify) | \$ |
| Other GES Services (Specify) | \$ |
| Other GES Services (Specify) | \$ |
| FULL PAYMENT in U.S. funds drawn on a U.S. Bank Global Experience Specialists Federal ID #59-1008863 GES is exempt from backup withholding tax. | \$ |

To simplify payment, send a check payable to Global Experience Specialists, Inc. (GES) for your entire order or note the amount to be charged to your credit card.

Charge my credit card in the amount of: \$

Enclosed is a check in the amount of: \$

Check Number: Dated:

Please note payment return addresses at top of form.

I agree in placing this order that I have accepted GES Payment Policy and GES Terms & Conditions of Contract. *Credit card charge authorization signature required below.

PLEASE SIGN X
AUTHORIZED SIGNATURE / CARDHOLDER'S SIGNATURE

AUTHORIZED NAME - PLEASE PRINT DATE

Need Assistance?

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Order Directly Online:

<https://ordering.ges.com/Show/Info/052003567>

RETURN TO: Global Experience Specialists, Inc. (GES) • 7000 Lindell Road, Las Vegas, NV 89118-4702 • Fax: 866.329.1437 or 702.263.1520 for international exhibitors
Contact us Online: www.ges.com/chat Phone: 800.475.2098 or 702.515.5970 for international exhibitors

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Surf Expo

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| | | |
|--------------|---------------|--------------|
| COMPANY NAME | EMAIL ADDRESS | BOOTH NUMBER |
|--------------|---------------|--------------|

If you would like to arrange a third party to handle your display, please complete the below steps:

- **Step 1:** Fill in the appropriate information and select the services to be charged to the **Exhibiting Firm**. A signature is **required** to authorize these services.
- **Step 2:** Complete and sign the **Exhibiting Firm** Credit Card Authorization.
- **Step 3:** Fill in the appropriate information and select the services to be charged to the **Third Party**. A signature is **required** to authorize these services.
- **Step 4:** Complete and sign the **Third Party** Credit Card Authorization.

GES reserves the right to deny any Third Party Billing Request that is not complete or received by the deadline date.

It is understood and agreed that the exhibiting firm is ultimately responsible for payment of charges. If your named third party does not pay the invoice before the last day of the show, charges will revert to the exhibiting firm. All invoices are due and payable upon receipt. GES Terms & Conditions of Contract apply to both the Exhibiting Firm and Third Party Representative.

| STEP 1: Exhibiting Firm - Complete Below Information | | | STEP 2: Exhibiting Firm Credit Card Charge Authorization | | |
|---|-------|-----|--|-----|---------|
| EXHIBITING FIRM | | | CARDHOLDER'S NAME PLEASE PRINT | | |
| STREET ADDRESS | | | CARDHOLDER'S BILLING ADDRESS CITY | | |
| CITY | STATE | ZIP | STATE | ZIP | COUNTRY |
| PHONE FAX | | | Account Number | | |
| <p><i>The items checked below are to be invoiced to the Exhibiting Firm:</i></p> <div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> Booth Cleaning <input type="checkbox"/> Material Handling In & Out <input type="checkbox"/> Signs <input type="checkbox"/> Other (Please Specify) </div> <div> <input type="checkbox"/> I & D Labor <input type="checkbox"/> Rental Carpet <input type="checkbox"/> Transportation Charges </div> <div> <input type="checkbox"/> In-Booth Forklift Labor <input type="checkbox"/> Rental Furniture </div> </div> | | | <div style="display: flex; justify-content: space-between;"> <div> <input type="text"/> - <input type="text"/> - <input type="text"/> - <input type="text"/> </div> <div> EXPIRATION DATE <input type="text"/> </div> <div> <input type="checkbox"/> MasterCard <input type="checkbox"/> VISA <input type="checkbox"/> American Express </div> <div> <input type="checkbox"/> Corporate Card <input type="checkbox"/> Personal Card </div> </div> | | |
| <p>I agree in placing this order that I am responsible for the above selected services and that I have accepted GES Payment Policy and GES Terms & Conditions of Contract.</p> | | | <p>All information must be provided. Your order will not be processed if any information is missing. (i.e. Expiration Date, Account Number, Contact Information, Type of Card, and Signature.) We require your credit card charge authorization to be on file with GES even if you are paying by check or bank wire transfer.</p> | | |
| <p>PLEASE SIGN X</p> <p>_____ AUTHORIZED SIGNATURE</p> <p>_____ AUTHORIZED NAME - PLEASE PRINT</p> <p>_____ DATE</p> | | | <p>PLEASE SIGN X</p> <p>_____ CARDHOLDER'S SIGNATURE</p> <p>_____ CARDHOLDER NAME - PLEASE PRINT</p> <p>_____ DATE</p> | | |



- ☐ Check here if the Third Party or its sub-contractors will be providing services to Exhibiting Firm at show site.
(Forms L3 and L4 must be completed for admission)

| STEP 3: Third Party - Complete Below Information | | | STEP 4: Third Party Credit Card Charge Authorization | | |
|--|-------|-----|--|-----|---------|
| THIRD PARTY | | | CARDHOLDER'S NAME PLEASE PRINT | | |
| STREET ADDRESS | | | CARDHOLDER'S BILLING ADDRESS CITY | | |
| CITY | STATE | ZIP | STATE | ZIP | COUNTRY |
| PHONE FAX | | | Account Number | | |
| <p><i>The items checked below are to be invoiced to the Third Party:</i></p> <div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> Booth Cleaning <input type="checkbox"/> Material Handling In & Out <input type="checkbox"/> Signs <input type="checkbox"/> Other (Please Specify) </div> <div> <input type="checkbox"/> I & D Labor <input type="checkbox"/> Rental Carpet <input type="checkbox"/> Transportation Charges </div> <div> <input type="checkbox"/> In-Booth Forklift Labor <input type="checkbox"/> Rental Furniture <input type="checkbox"/> All Services </div> </div> | | | <div style="display: flex; justify-content: space-between;"> <div> <input type="text"/> - <input type="text"/> - <input type="text"/> - <input type="text"/> </div> <div> EXPIRATION DATE <input type="text"/> </div> <div> <input type="checkbox"/> MasterCard <input type="checkbox"/> VISA <input type="checkbox"/> American Express </div> <div> <input type="checkbox"/> Corporate Card <input type="checkbox"/> Personal Card </div> </div> | | |
| <p>I agree in placing this order that I am responsible for the above selected services and that I have accepted GES Payment Policy, GES Terms & Conditions of Contract, and Agreement and Rules and Regulations between GES and EAC (L4).</p> | | | <p>All information must be provided. Your order will not be processed if any information is missing. (i.e. Expiration Date, Account Number, Contact Information, Type of Card, and Signature.) We require your credit card charge authorization to be on file with GES even if you are paying by check or bank wire transfer.</p> | | |
| <p>PLEASE SIGN X</p> <p>_____ AUTHORIZED SIGNATURE</p> <p>_____ AUTHORIZED NAME - PLEASE PRINT</p> <p>_____ DATE</p> | | | <p>PLEASE SIGN X</p> <p>_____ CARDHOLDER'S SIGNATURE</p> <p>_____ CARDHOLDER NAME - PLEASE PRINT</p> <p>_____ DATE</p> | | |

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