

Brede

EXPOSITION SERVICES



Fontainebleau Miami Beach
Miami Beach, FL
November 19-21, 2015

Dear Exhibitor:

Brede Exposition Services is pleased to have been selected as the Official Service Contractor for the upcoming **American Society of Regional Anesthesia and Pain Medicine (ASRA) 14th Annual Pain Medicine Meeting**. We recognize that your participation in this event is a vital part of your firm's marketing program, and we want to do everything possible to make it profitable and rewarding for you.

Included in this service manual are forms for ordering various services and equipment. The Brede forms are to be returned to our office, the others to the specific contractors who are providing the services. Please review, complete, and submit your order forms as early as possible to take advantage of our discount pricing.

Please refer to the enclosed *Show Details* page for vital facts and information about this event. If you have any additional questions about Brede's services, please do not hesitate to call or email Brede's ASRA Customer Service Representative at csarizona@brede.com.

A Brede Service Desk will be maintained in the exhibit area during exhibitor move-in to answer any questions that arise and to assist with any last minute requirements.

We look forward to working with you and your company toward a successful show.

Thank you.

Brede



EXPOSITION SERVICES



Brede Customer Service

- 602.275.5900 Fax 602.275.5959 e-mail: csarizona@brede.com
- Office Hours: 8:00 AM - 4:30 PM
- No telephone orders accepted; please complete and submit your order and credit card information to Brede.

Show Management

- Jack Edelman / Anthony J Janetti, Inc.
- 856.256.2313
- jack.edelman@ajj.com

Booths

Each 10' booth includes:

- 8' high back drape
- 3' high side drape
- (1) 6' x 30" draped table - White
- (2) side chairs
- (1) waste basket
- (1) one-line booth ID sign with booth number

Drape Colors: Black/White Aisle Carpet Color: Venue is carpeted

The exhibit hall is carpeted. Exhibitors may choose to rent carpet through Brede Exposition Services using the *Carpet Order* form.

Material Handling

Advance to Warehouse

Late to warehouse charges apply after: **November 12, 2015**

TO: Exhibiting Company Name and Booth #

FOR: ASRA

Brede Exposition Services
c/o YRC Freight c/o FLX, Inc
10992 NW Terrace
Rear of Building, Doors 23-27
Miami, FL 33178

Direct to Show Site

Do not deliver prior to: **November 18, 2015**

TO: Exhibiting Company Name and Booth #

FOR: ASRA

c/o Brede Exposition Services
Fontainebleau Miami Beach
4441 Collins Ave
Miami Beach, FL 33140

Exhibitor Schedule

Exhibitor Move-in:	Wednesday	November 18, 2015	11:00 AM	—	5:00 PM
Show Hours:	Thursday	November 19, 2015	7:00 AM	—	8:15 AM
			9:45 AM	—	11:00 AM
			3:45 PM	—	4:45 PM
			6:30 PM	—	8:00 PM
	Friday	November 20, 2015	7:15 AM	—	8:15 AM
			9:45 AM	—	11:00 AM
			3:45 PM	—	5:00 PM
	Saturday	November 21, 2015	7:15 AM	—	8:15 AM
			9:45 AM	—	11:00 AM
Exhibitor Move-out:	Saturday	November 21, 2015	11:15 AM	—	4:00 PM

- Drivers for all carriers must be checked in at the Brede Service Desk for pick-up of freight by:
1:00 PM on Saturday, November 21, 2015.

- For booth utilities and additional booth services, please contact the individual suppliers using the enclosed order forms.

Utilities & Services



[Find more on Brede.com](http://Brede.com)



phone 602.275.5900
fax 602.275.5959
e-mail csarizona@brede.com

Show Details



EXPOSITION SERVICES



Fontainebleau Miami Beach
Miami Beach, FL
November 19-21, 2015



Information Form

Please make your show site representative aware of the following policies.

Important Deadlines

- Take advantage of advance order discount pricing! Orders must be received with payment in full no later than the following dates. Orders received with payment in full after discount deadline dates will be invoiced at "standard floor" pricing.

Carpet and furnishings rentals	November 4, 2015
Custom exhibits rentals	November 4, 2015
Labor orders	November 4, 2015
- Freight received at the warehouse after the deadline will incur an additional charge.

Advance shipments to warehouse to arrive by:	November 12, 2015
Shipments to show site to arrive no sooner than:	November 18, 2015

Payment Policies

- Orders received without full payment or credit card information will not be processed.
- A credit card on file is required when using Brede Exposition Services.
- All charges must be paid prior to close of show.
- For your convenience, we accept the following methods of payment: cash; checks and money orders drawn on U.S. banks in U.S. funds; and credit cards including VISA, MasterCard and American Express.
- Purchase Orders are not considered payment; therefore, a check or credit card is required.

Cancellations & Adjustments

- Cancellations are invoiced at 50% of original price, unless otherwise noted on order form.
- No adjustments will be made after close of the show.

Tax Exemption

- If tax exempt, a copy of your tax exempt certificate must accompany your order. This is not a resale certificate.
- No adjustments for tax exempt status will be made after close of the show.

Third Party Payment Billing

- The exhibiting company is ultimately responsible for the payment of all charges. If no arrangements are made for payment of invoice(s) by the third party prior to the last day of the show, charges will revert back to the exhibitor.

Miscellaneous

- Rental items not ordered, yet found in booths, are invoiced at "Standard Floor" pricing.
- All prices are in U.S. dollars (\$).
- All rental items are subject to applicable taxes.
- All rental items remain the property of Brede Exposition Services.



Find more on Brede.com



phone 602.275.5900
fax 602.275.5959
e-mail csarizona@brede.com



EXPOSITION SERVICES



Fontainebleau Miami Beach
Miami Beach, FL
November 19-21, 2015



**Required
Form**

*This form must accompany any completed order form(s) submitted to Brede.
Payment Method must be completed to process orders.
Orders received without full payment or credit card information will not be processed.*

Advance Order Discount Deadline: November 4, 2015

**Order
Summary**

Carpet	\$	_____
Tables & Accessories	\$	_____
Brede Rental Exhibits	\$	_____
Material Handling	\$	_____
Labor	\$	_____
Hanging Sign	\$	_____
Booth Cleaning	\$	_____
Graphics	\$	_____
Total Due	\$	_____

**Payment
Method**

- For your convenience, we accept cash, checks and money orders drawn on U.S. banks in U.S. funds, VISA, MasterCard and American Express.
- Purchase Orders are not considered payment.
- All charges must be paid prior to close of show.
- Orders received without full payment or credit card information will not be processed.
- A credit card on file is required when using Brede Exposition Services.

☐ Third Party Payer

☐ Tax Exempt
include certificate

Our Federal ID #
86-0896466

☐ Pay By Credit Card

- Please complete the *Credit Card Authorization* form and submit with your order.

☐ Pay By Check or Money Order Payable to Brede Exposition Services

- International checks must be drawn on a U.S. bank, U.S. funds account only—processing fee of \$25.00.
- Please include **ASRA** and booth number on all payments.

Check Number _____

Dated _____

Amount _____

**Exhibiting
Company**

Company: _____ Contact: _____
Address: _____ City, State, Zip: _____
Phone: _____ Fax: _____ Email: _____

Booth Number

COMPLETE and SUBMIT this form:

by mail Brede Exposition Services | 2501 East Magnolia Street | Phoenix, AZ 85034-6918 | USA **by fax** 602.275.0584

Order Summary / Payment Method



EXPOSITION SERVICES



Fontainebleau Miami Beach
Miami Beach, FL
November 19-21, 2015



**Required
Form**

*This form must accompany any completed order form(s) submitted to Brede.
A credit card must be on file prior to the delivery of any goods or services.
Orders received without full payment or credit card information will not be processed.*

Terms

- All charges must be paid prior to close of show.
- Orders received without full payment or credit card information will not be processed.
- A credit card on file is required when using Brede Exposition Services.
- Submitting credit card information and signature indicates agreement with the terms below.

**Credit
Card**

I authorize Brede Exposition Services to charge any additional amounts incurred by me or my show representative, including material handling and/or labor charges. If credit card is declined, Standard Floor pricing prevails and a \$25.00 service charge will be added.

☐ Third Party Payer

Cardholder's name (please print):

Cardholder's Signature:

Cardholder's Billing Address:

City:

State:

Zip:

Phone:

Fax:

Email:

VISA MC AMEX

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EXP

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Exhibiting Company _____

Booth Number

COMPLETE and SUBMIT this form:

by mail Brede Exposition Services | 2501 East Magnolia Street | Phoenix, AZ 85034-6918 | USA **by fax** 602.275.0584

Credit Card Authorization

Brede

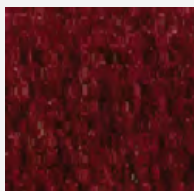
EXPOSITION SERVICES



Fontainebleau Miami Beach
Miami Beach, FL
November 19-21, 2015

Standard Carpet Colors

Burgundy



Blue



Red



Plum



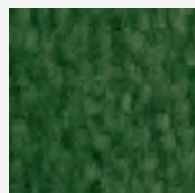
Teal



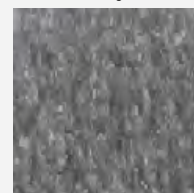
Black



Forest Green



Grey

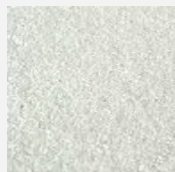


Plush Custom Carpeting

Charcoal



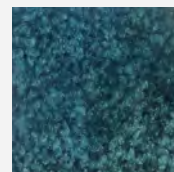
White



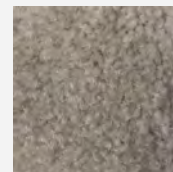
Blue Mist



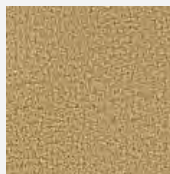
Jade



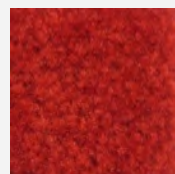
Grey Pearl



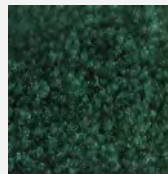
French Beige



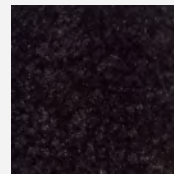
Red



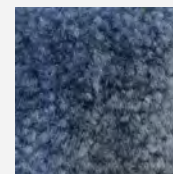
Emerald



Black



Colony Blue



Display Table Drape Colors

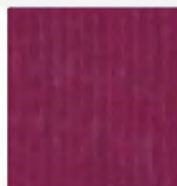
Black



Blue



Burgundy



Forest Green



Plum



Gold



Grey



Red



Teal



White



Color Guide



Find more on Brede.com



phone 602.275.5900

fax 602.275.5959

e-mail csarizona@brede.com



EXPOSITION SERVICES



Fontainebleau Miami Beach
Miami Beach, FL
November 19-21, 2015



Order Form

Submit this form if you wish to rent carpet, visqueen, or padding from Brede.

Enter the Carpet Total below on Order Summary / Payment form.

Orders received without full payment or credit card information will not be processed.

Advance Order Discount Deadline: November 4, 2015



[Find more on Brede.com](http://Brede.com)

Standard Carpeting

Select from Standard Colors (if no color is selected, show colors will prevail.)

☐ Black

☐ Blue

☐ Teal

☐ Plum

☐ Burgundy

☐ Red

☐ Forest Green

☐ Grey

Qty	Size	Advance	Standard	Subtotal
_____	10' Carpet	\$ 191.25	\$ 248.75	\$ _____
_____	20' Carpet	\$ 382.50	\$ 497.50	\$ _____
_____	30' Carpet	\$ 573.75	\$ 746.25	\$ _____
_____	40' Carpet	\$ 765.00	\$ 995.00	\$ _____
_____	Full Coverage _____ x _____ = _____ sq. ft	\$ 3.40	\$ 4.45	\$ _____
	(100 sq. ft. minimum)	per sq. ft.	per sq. ft.	

- Standard carpets ordered in multiples of 2 or more do not include seaming and exact color match is not guaranteed.

Options

_____	Carpet Padding	_____ x _____ = _____ sq. ft	\$ 1.20	\$ 1.60	\$ _____
_____	Visqueen	_____ x _____ = _____ sq. ft	\$.95	\$ 1.25	\$ _____
			per sq. ft.	per sq. ft.	

Plush Custom Carpeting

Select from Custom Colors

☐ Charcoal

☐ White

☐ Blue Mist

☐ Jade

☐ Grey Pearl

☐ French Beige

☐ Red

☐ Emerald

☐ Black

☐ Colony Blue

_____	Full Coverage	_____ x _____ = _____ sq. ft	\$ 4.15	\$ 5.40	\$ _____
		(100 sq. ft. minimum)	per sq. ft.	per sq. ft.	

- Includes poly covering for protection.
- To guarantee availability, orders must be received 30 days prior to show move-in.
- Cancelled orders for custom carpet will be charged 100%.

Important Notes

- Orders cancelled prior to move-in will be charged 50% of the original price.
- Orders cancelled after move-in begins will be charged 100% of the original price.
- A credit card on file is required when using Brede Exposition Services.
- All charges must be paid prior to close of show.

Calculate

Subtotal	\$ _____
7% FL Tax	\$ _____
Carpet Total	\$ _____

- Transfer this total to the Order Summary / Payment form.
- Payment Method must be completed to process orders.
- Orders received without full payment or credit card will not be processed.

Exhibiting Company _____

Booth Number _____

COMPLETE and SUBMIT this form:

by mail Brede Exposition Services | 2501 East Magnolia Street | Phoenix, AZ 85034-6918 | USA by fax 602.275.0584

Carpet



EXPOSITION SERVICES

ASRA
Fontainebleau Miami Beach
Miami Beach, FL
November 19-21, 2015



Order
Form

Submit this form if you wish to rent tables, risers or furnishings from Brede.
Enter the Table & Accessories Total below on Order Summary / Payment form.
Orders received without full payment or credit card information will not be processed.

Advance Order Discount Deadline: November 4, 2015



[Find more on Brede.com](http://Brede.com)

Tables

Qty	Item	Advance	Standard	Subtotal
30" High Display Tables (includes white vinyl top, 3 side drape)				
___	4' x 2' draped table	\$ 141.75	\$ 184.25	\$ _____
___	6' x 2' draped table	\$ 166.25	\$ 216.25	\$ _____
___	8' x 2' draped table	\$ 196.75	\$ 255.75	\$ _____
___	4th side drape	\$ 33.00	\$ 43.00	\$ _____
___	4' x 2' undraped table	\$ 52.00	\$ 67.75	\$ _____
___	6' x 2' undraped table	\$ 69.00	\$ 89.75	\$ _____
___	8' x 2' undraped table	\$ 80.50	\$ 104.75	\$ _____
42" High Display Tables (includes white vinyl top, 3 side drape)				
___	4' x 2' draped table	\$ 186.25	\$ 242.25	\$ _____
___	6' x 2' draped table	\$ 210.50	\$ 273.75	\$ _____
___	8' x 2' draped table	\$ 241.00	\$ 313.50	\$ _____
___	4th side drape	\$ 33.00	\$ 43.00	\$ _____
___	4' x 2' undraped table	\$ 96.50	\$ 125.50	\$ _____
___	6' x 2' undraped table	\$ 111.00	\$ 144.50	\$ _____
___	8' x 2' undraped table	\$ 124.75	\$ 162.25	\$ _____
12" Tabletop Risers (includes white vinyl top)				
___	4' x 12" draped riser	\$ 55.00	\$ 71.50	\$ _____
___	6' x 12" draped riser	\$ 76.50	\$ 99.50	\$ _____

Accessories

Qty	Item	Advance	Standard	Subtotal
___	Padded Side Chair - Grey	\$ 75.25	\$ 98.00	\$ _____
___	Padded Arm Chair - Grey	\$ 82.75	\$ 107.75	\$ _____
___	Counter Stool with Back	\$ 96.00	\$ 125.00	\$ _____
___	30"h x 30"d Pedestal Table	\$ 152.25	\$ 198.00	\$ _____
___	42h x 30"d Pedestal Table	\$ 207.00	\$ 269.25	\$ _____
___	Coffee Table	\$ 78.75	\$ 102.50	\$ _____
___	Waste basket	\$ 23.00	\$ 30.00	\$ _____
___	Floor Easel	\$ 45.75	\$ 59.50	\$ _____
___	Literature Rack	\$ 146.25	\$ 190.25	\$ _____
___	Garment Rack	\$ 64.50	\$ 84.00	\$ _____
___	Perfboard 8' x 4'			
___	<input type="checkbox"/> horizontal <input type="checkbox"/> vertical	\$ 173.75	\$ 226.00	\$ _____
___	3' high drapery (per ft)	\$ 13.25	\$ 17.25	\$ _____
___	8' high drapery (per ft)	\$ 15.75	\$ 20.50	\$ _____

Select Drape Color (if no color is selected, show colors will prevail.)

☐ Black ☐ Blue ☐ Teal ☐ Gold ☐ Burgundy ☐ White
☐ Red ☐ Grey ☐ Forest Green

Important Notes

- Orders cancelled prior to move-in will be charged 50% of the original price.
- Orders cancelled after move-in begins will be charged 100% of the original price.
- A credit card on file is required when using Brede Exposition Services.
- All charges must be paid prior to close of show.

Calculate

Subtotal \$ _____
7% FL Tax \$ _____
Table Total \$ _____

- Transfer this total to the Order Summary / Payment form.
- Payment Method must be completed to process orders.
- Orders received without full payment or credit card will not be processed.

Exhibiting Company _____

Booth Number

COMPLETE and SUBMIT this form:

by mail Brede Exposition Services | 2501 East Magnolia Street | Phoenix, AZ 85034-6918 | USA by fax 602.275.0584

Tables & Accessories



EXPOSITION SERVICES



**Order
Form**

Submit this form if you wish to rent a hardwall exhibit from Brede.

Please contact Brede if you would like to inquire about our Custom Rental Exhibits.

Enter the Rental Exhibits Total below on Order Summary / Payment form.

Orders received without full payment or credit card information will not be processed.



Fontainebleau Miami Beach
Miami Beach, FL
November 19-21, 2015

Advance Order Discount Deadline: November 4, 2015



Plan A: 10' N-Line Option Includes:

- Hardwall Panels • Carpet • (1) side chair • (1) counter • (2) shelves • Header • Labor to Install & Dismantle

Qty	Item	Advance	Standard	Subtotal
	White Hardwall Panels	\$ 2,023.50	\$ 2,630.75	\$
	Color Hardwall Panels	\$ 2,305.75	\$ 2,997.50	\$
	Velcro Compatible Panels	\$ 2,528.50	\$ 3,287.00	\$



Plan B: 20' N-Line Option Includes:

- Hardwall Panels • Carpet • (2) side chair • (1) counter • (4) shelves • Header • Labor to Install & Dismantle

Qty	Item	Advance	Standard	Subtotal
	White Hardwall Panels	\$ 4,044.75	\$ 5,258.25	\$
	Color Hardwall Panels	\$ 4,600.75	\$ 5,981.00	\$
	Velcro Compatible Panels	\$ 5,057.25	\$ 6,574.50	\$

Color Options:

Select Panel Color (Hardwall Color/Velcro Panels)

☐ Black

☐ Blue

☐ Grey

Select Carpet Color:

☐ Black

☐ Blue

☐ Teal

☐ Plum

☐ Red

☐ Grey

☐ Forest Green

☐ Burgundy

Header Copy:

Header Copy ~ One line with block letters:

(Please print clearly. Logos, color, & special lettering available at an additional cost. Call for quote.)

Additional Options

Qty	Item	Advance	Standard	Subtotal
	Standard Counter 18"x39"x40"	\$ 225.00	\$ 292.50	\$
	Adjustable Shelves	\$ 30.50	\$ 39.50	\$
	Spot Lights (use w/ rental only)	\$ 37.00	\$ 48.00	\$

Additional booth furnishings can be found throughout manual. Look for upgraded carpet, carpet pad, graphics, chairs, etc.



Why Choose Custom?

Every exhibitor wishes to present a strong positive image of their company. What better way to do this than with a personalized exhibit?



Important Notes

- Electricity is not included with rental.
- Cancelled orders will be charged 100% of the original price.
- A credit card on file is required when using Brede Exposition Services.
- All charges must be paid prior to close of show.

Calculate

Subtotal \$

7% FL Tax \$

Est. Total \$

- Transfer this total to the Order Summary / Payment form.
- Payment Method must be completed to process orders.
- Orders received without full payment will not be processed.

Booth Number

Exhibiting Company

COMPLETE and SUBMIT this form:

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Brede Rental Exhibits

Brede

EXPOSITION SERVICES



Fontainebleau Miami Beach
Miami Beach, FL
November 19-21, 2015

Why Choose Custom?

Exhibitors will have full access to Brede Exposition Services' design expertise. A Brede Design Specialist is available to create a customized exhibit that is within your desired budget. An attractive and functional exhibit will complement your marketing strategy, maximize your booth space, and enhance your presence on the show floor.

Inline



10x20



10x20

Island



20x20

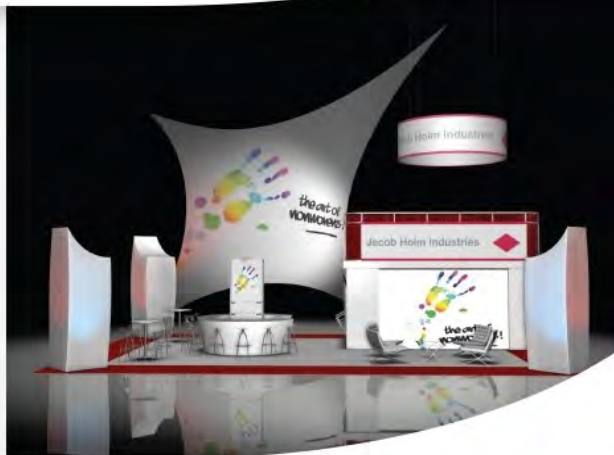


15x30

Island



15x20



30x45

Custom Rental Exhibits



Find more on Brede.com



phone 602.275.5900

fax 602.275.5959

e-mail csarizona@brede.com

Brede

EXPOSITION SERVICES

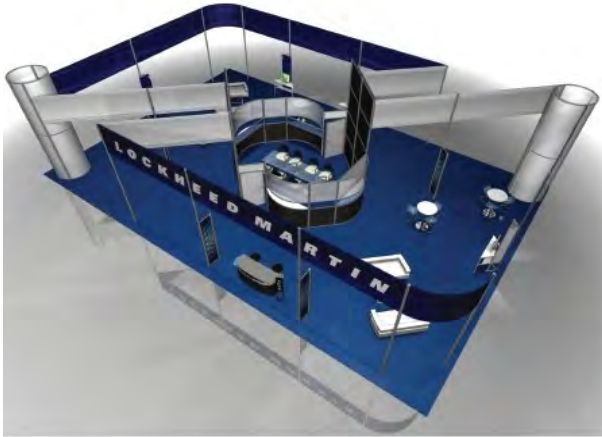


Fontainebleau Miami Beach
Miami Beach, FL
November 19-21, 2015

**Why
Choose
Custom?**

We will work with you to create a customized exhibit to showcase your company. Most importantly, the Brede Design Team will work with you from the beginning concept through on-site completion.

Custom

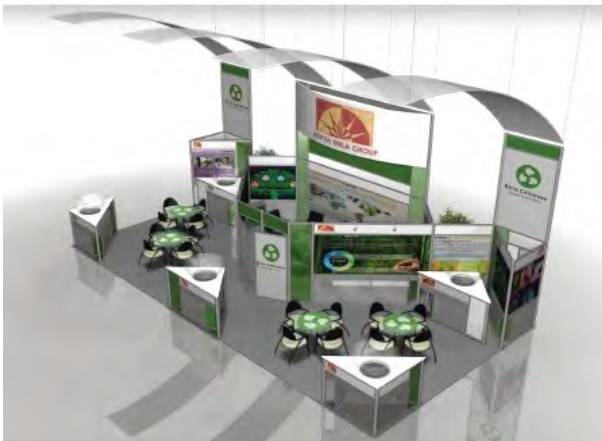


40x60



20x30

Custom



20x40

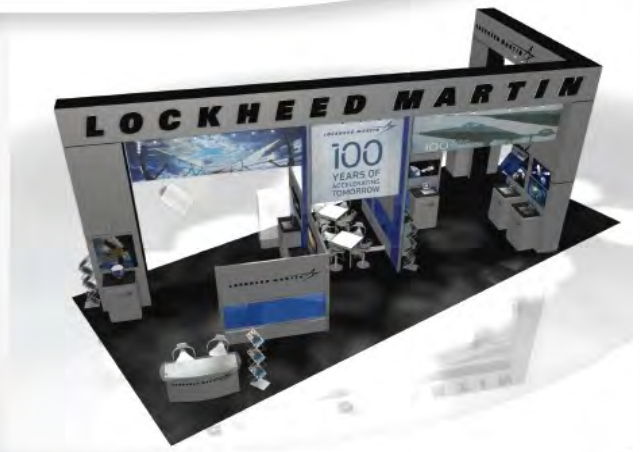


30x50

Custom



40x80



20x45

Custom Rental Exhibits



Find more on Brede.com



phone 602.275.5900

fax 602.275.5959

e-mail csarizona@brede.com



EXPOSITION SERVICES



Fontainebleau Miami Beach
Miami Beach, FL
November 19-21, 2015



**Information
Form**

*Brede Exposition Services' liability shall be limited to the physical loss or damage to the specific article which is lost or damaged as described below.
Please make your show site representative aware of the following policy.*

Limitations of Brede Exposition Services' Liability and Responsibility

1. Brede Exposition Services shall not be responsible for damage to uncrated materials, materials improperly packed, or concealed damage.
2. Brede Exposition Services shall not be responsible for loss, theft, or disappearance of exhibitor's materials after same have been delivered to exhibitor's booth.
3. Brede Exposition Services shall not be responsible for loss, theft, or disappearance of materials before they are picked up from exhibitor's booth for re-loading after the show. Brede bills of lading covering outgoing shipments which are tendered to Brede Exposition Services by exhibitors, will be checked at time of actual pickup from booth and corrections made where discrepancies occur.
4. Brede Exposition Services shall not be liable to any extent whatsoever for any actual, potential, or assumed loss of profits or revenues, or for any collateral costs, which may result from any loss or damage to an exhibitor's material which make it impossible or impractical to exhibit same.
5. The consignment or delivery of a shipment to Brede Exposition Services by an exhibitor, or by any shipper on behalf of any exhibitor shall be construed as an acceptance by such exhibitor (and/or other shipper) of the terms and conditions set forth in this bulletin.
6. Brede Exposition Services shall exercise ordinary diligence and care in the receiving, handling and storage of all shipments. Brede Exposition Services shall not be liable for loss or damage by fire, acts of God, or causes beyond its control. Brede Exposition Service's liability shall be limited to the physical loss or damage to the specific article which is lost or damaged. In any case, the liability of Brede Exposition Services is limited to \$.30 per pound per article, with a maximum of \$50.00 per item, and a maximum of \$1,000.00 per shipment. This applies while these goods are in Brede's warehouse, in vehicles for delivery, or at show site.
7. Claims for loss or damage which are not submitted to Brede Exposition Services within thirty (30) days of the close of the show on which the loss or damage occurred shall be considered waived. No suit or action shall be brought against Brede Exposition Services or its subcontractors more than one (1) year after the accrual of the cause of action therefore.
8. Shipments received without receipts, freight bills, or specified unit counts on receipts or freight bills (i.e., one lot, 800 cu. ft., etc.), such as UPS or van lines will be delivered to the exhibitor's booth without guarantee of piece count or condition. No liability will be assumed by Brede Exposition Services for such shipments.
9. Empty container labels will be available at the service desk. Affixing the labels is the sole responsibility of the exhibitor or his/her representative. All previous labels should be removed or completely covered. Brede Exposition Services assumes no responsibility for errors to the aforementioned procedure, removal of containers with old empty labels and without Brede Exposition Services labels, improper information on empty labels, or valuables stored in containers with empty labels.
10. Exhibitors should arrange for outgoing shipments during the show or immediately after its close. Brede will assist in the preparation of Brede bills of lading. Be sure that your material has been carefully crated or packed, and properly tagged or marked.
11. In order to expedite removal of materials, Brede Exposition Services shall have authority, without further clearance with exhibitors, to change designated carriers.
12. Labor and services ordered on behalf of exhibitors by display builders or other parties must be so authorized in a letter from exhibitors. Payment for all labor and services will be the responsibility of the exhibitor.
13. Freight handling charges are the responsibility of the exhibitor to whom shipments have been consigned. Also, charges for loading out freight shipments are the responsibility of the exhibitor from whose booth shipments are made. Exhibitors may not assign this responsibility to suppliers or customers.

The exhibitor agrees, in the event of a dispute with Brede Exposition Services relative to any loss or damage to any of their materials or equipment, that they will not withhold payment of any amount due to Brede Exposition Services for Drayage or any other services provided by Brede Exposition Services as an offset against the amount of the alleged loss or damage. Instead, they agree to pay Brede Exposition Services at the close of the show for all such charges, and they further agree that any claim they may have against Brede Exposition Services shall be pursued independently by them as a completely separate transaction to be resolved on its own merits.
14. Service charge of 1-1/2% per month on any unpaid balance will be made starting 30 days after date of invoice.
15. Where an exhibitor indicates choice of carrier for pickup it is the exhibitor's responsibility to arrange with such carrier for said pickup service. If the carrier does not pick up within the time limited for the removal of exhibitor's materials at the Exhibit Hall, we reserve the right to forward such material by the shipping method of our choice or to remove said material to our warehouse for disposition, at an additional charge to the exhibitor in accordance with prevailing rates for the service performed.
16. Material left behind without orders placed at the Drayage Service Desk may be classified as abandoned. The Drayage Contractor shall not be responsible for same. We are not responsible for any delay of rush shipments. We will expedite such rush shipments to the best of our ability, but will not assume any financial responsibility for shipments which do not arrive at their destination at a dated time.
17. **EXHIBITORS ARE URGED TO CARRY ALL-RISK INSURANCE** covering your materials against damage, loss and all other hazards from the time shipments are made prior to the show until shipments are received back after the show. This can generally be done by adding "riders" to existing insurance policies, often at no additional cost. It is understood that Brede Exposition Services is not an insurer, that insurance, if any, shall be obtained by the exhibitor and the amounts payable to Brede Exposition Services hereunder are based on the value of the material handling services and the scope of Brede Exposition Services liability as set forth above.



Find more on Brede.com



phone 602.275.5900
fax 602.275.5959
e-mail csarizona@brede.com

Limits of Liability



EXPOSITION SERVICES



Information Form

Brede Exposition Services will receive your materials shipped in advance at our local warehouse, or shipped directly to show site. For detailed information regarding material handling services provided by Brede and the associated charges, please see below. Please make your show site representative aware of the following information.

Exhibitors may choose to ship freight to the advance warehouse or directly to show site. Brede will receive and manage the freight at the warehouse and on show site as described in the following pages. Material handling fees are paid to Brede for these material handling services, and are separate from and independent of freight transportation charges, which are paid to a freight carrier such as YRC, ABF, FedEx, or any other carrier of the exhibitor's choosing. Exhibitors are responsible for securing a carrier of their choosing and arranging freight transportation to and from the event, and all associated transportation fees.

Advance Shipments to the Warehouse

Deadlines and Info

- Receiving begins **30 days prior to exhibitor move-in.**
- Shipments received at the warehouse after **November 12, 2015** are subject to additional charges.
- Ship pre-paid; collect shipments will be refused
- Uncrated, pad wrapped or specialized equipment will not be accepted at the warehouse.
- Hazardous materials will not be accepted at the warehouse.

Advantages

There are several advantages to shipping advance to the warehouse versus directly to the show site:

- Exhibitors can confirm shipment has arrived and is intact in advance of the move-in date.
- Materials will be delivered to your booth prior to your arrival on site.
- Delivery dates and times are more flexible.

Advance Warehouse Rates

See below for definitions and descriptions of warehouse rates, and the *Material Handling Rates* form for the associated fees.

All material handling fees are calculated on a CWT basis (per hundredweight, or fraction thereof) per shipment, and vary depending on the type of shipment, the amount of handling and the time of day. Separate shipments will not be combined. Minimum charges will apply as shown on the *Material Handling Rates* form. Be sure to review these costs when you prepare your show budget. Contact Brede for assistance in estimating your material handling charges, based upon your specific needs.

Rates Include

Warehouse material handling rates include the following:

- Receiving exhibitor shipment at the advance warehouse, and storage beginning 30 days prior to the show.
- Movement of all exhibitor freight from warehouse to exhibit site.
- Materials unloaded and delivered to booth by move-in time.
- Pick-up and storing of shipping containers and boxes labeled EMPTY, and returning empty shipping containers to your booth at the close of the show. Empty labels may be obtained at the Brede Service Desk on show site. Empty containers are not accessible during the show.
- Removal of freight from booth, and reloading onto exhibitor's designated outbound carrier from the loading dock.

Crated or Skidded

Use this rate for shipments that arrive via common carrier such as YRC, ABF, etc., and can be unloaded at the dock with no additional handling required. Material that is skidded or is in any type of shipping container that can be unloaded at the dock with no additional handling required.

Special Handling

Use this rate for shipments that are crated van line shipments 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 without certified weight tickets or delivery receipts, such as FedEx, UPS, POVs (personally owned vehicles).

Small Package

Use this rate for cartons/envelopes weighing less than 25 lbs. per shipment without documentation. These will be delivered to the booth without guarantee of piece count or condition.



[Find more on Brede.com](http://Brede.com)



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fax 602.275.5959
e-mail csarizona@brede.com



EXPOSITION SERVICES



Information Form

Brede Exposition Services will receive your materials shipped in advance at our local warehouse, or shipped directly to show site. For detailed information regarding material handling services provided by Brede and the associated charges, please see below. Please make your show site representative aware of the following information.

Direct Shipments to Show Site

Deadlines and Info

- Do not ship to the facility prior to **November 18, 2015**. Early shipments to show site may be refused. Brede Exposition Services will be on show site at the loading dock to receive exhibitor materials only during move-in hours.
- Ship pre-paid; collect shipments will be refused.
- Hazardous materials will not be accepted at show site.

Direct to Show Site Rates

See below for definitions and descriptions of direct to show site rates, and the *Material Handling Rates* form for the associated fees.

All material handling fees are calculated on a CWT basis (per hundredweight, or fraction thereof) per shipment, and vary depending on the type of shipment, the amount of handling and the time of day. Separate shipments will not be combined. Minimum charges will apply as shown on the *Material Handling Rates* form. Be sure to review these costs when you prepare your show budget. Contact Brede for assistance in estimating your material handling charges, based upon your specific needs.

Rates Include

Direct to show site material handling rates include the following:

- Materials unloaded at loading dock and delivered to booth by move-in time.
- Pick-up and storing of shipping containers and boxes labeled EMPTY, and returning empty shipping containers to your booth at the close of the show. Empty labels may be obtained at the Brede Service Desk on show site. Empty containers are not accessible during the show.
- Removal of freight from booth, and reloading onto exhibitor's designated outbound carrier from the loading dock.

Crated or Skidded

Use this rate for shipments that arrive via common carrier such as YRC, ABF, etc., and can be unloaded at the dock with no additional handling required. Material that is skidded or is in any type of shipping container that can be unloaded at the dock with no additional handling required.

Special Handling

Use this rate for shipments that are crated van line shipments 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 without certified weight tickets or delivery receipts, such as FedEx, UPS, POVs (personally owned vehicles).

Uncrated, Unskidded, or Wrapped

Use this rate for shipments that are not in crates, cases, or boxes and/or pad wrapped, specialized equipment, unskidded machinery or uncrated POV shipments. Uncrated shipments are received at show site only.

Small Package

Use this rate for cartons/envelopes weighing less than 25 lbs. per shipment without documentation. Will be delivered to booth without guarantee of piece count or condition.

Overtime Charges

Inbound

Overtime charges apply on inbound shipments if:

- Your shipment is to be delivered to your booth before 8:00 am or after 4:00 pm on weekdays, or anytime on a Saturday, Sunday and/or Holiday, or
- Your shipment is received at the warehouse, and is delivered to show site before 8:00 am or after 4:00 pm on weekdays, or anytime on a Saturday, Sunday and/or Holiday, or
- A vehicle driver checks in at the Exhibit Site Check-In Area after 3:00 pm on weekdays, or anytime on a Saturday, Sunday and/or Holiday.

Outbound

Overtime charges apply on outbound shipments if:

- Your shipment is loaded after 4:00 pm on weekdays, or anytime on a Saturday, Sunday and/or Holiday, or
- Your carrier driver checks in at the Exhibit Site Check-In Area after 3:00 pm on weekdays, or anytime on a Saturday, Sunday and/or Holiday.



[Find more on Brede.com](http://Brede.com)



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e-mail csarizona@brede.com



EXPOSITION SERVICES



Information Form

Brede Exposition Services will receive your materials shipped in advance at our local warehouse, or shipped directly to show site. For detailed information regarding material handling services provided by Brede and the associated charges, please see below. Please make your show site representative aware of the following information.

Material Handling Documentation

Inbound Bill of Lading

All inbound shipments must have a Bill of Lading or delivery slip showing the number of pieces, type of merchandise and weight. Shipments received without this information will be delivered to exhibitor's booth without guarantee of piece count or condition. No liability will be assumed by Brede for such shipments. Billed weight is based on incoming weight, whether outbound services are used completely or in part. The weight is rounded up to the next one hundred pounds (100 lbs) and is taken from the inbound Bill of Lading and/or the certified weight ticket. Separate shipments will not be combined. Shipments arriving without a specified weight on the Bill of Lading will be assigned an approximate weight by Brede. This weight will prevail.

Advance Warehouse Shipping Address

TO: Exhibiting Company Name and Booth #
FOR: ASRA
Brede Exposition Services
c/o YRC Freight c/o FLX, Inc
10992 NW 92 Terrace
Rear of Building, Doors 23-27
Miami, FL 33178

- Use this address and information on your inbound bill of lading if shipping your freight to the Advance Warehouse.
- Please use the freight labels provided in this service manual.
- Receiving hours: M - F 8:00 a.m. to 4:00 p.m.
- All shipments must be prepaid: collect shipments will be refused.
- Brede does not accept shipments that are not consigned to Brede Exposition Services. Such shipments will be refused.
- **All shipments to the Advance Warehouse must arrive by November 12, 2015 to avoid late charges.**

Direct to Show site Shipping Address

TO: Exhibiting Company Name and Booth #
FOR: ASRA
c/o Brede Exposition Services
Fontainebleau Miami Beach
4441 Collins Ave
Miami Beach, FL 33140

- Use this address and information on your inbound bill of lading if shipping your freight Direct to Show site.
- Please use the freight labels provided in this service manual.
- All shipments must be prepaid: collect shipments will be refused.
- Brede does not accept shipments that are not consigned to Brede Exposition Services. Such shipments will be refused.
- **Shipments will be received at the facility no sooner than November 18, 2015 during move-in hours.**

Empty Containers, Labels

Exhibitors with crates or boxes that need to be returned to pack up booth equipment at the end of the show must affix empty labels on the containers as soon as they are empty. Empty labels will be available at the Brede Service Desk. Affixing the labels is the sole responsibility of the exhibitor. Brede assumes no responsibility for removal of containers with old empty labels, improper information on labels or valuables stored in containers with empty labels. Empty containers will be removed from the floor and stored until the close of the show. You will not have access to empty containers during the show. In most cases, empty containers may not be stored in your booth during the show as it is a fire hazard.

Outbound Bill of Lading

Outbound shipping is not an automatic process. Outbound Bills of Lading must be completed and turned in to the Brede Service Desk: **do not leave outbound Bills of Lading in your booth.** Exhibitors who wish to ship outbound materials via any carrier other than the show carrier must advise carrier to be checked in at the Brede Service Desk by the driver check-in time specified on the *Show Details* page. Drivers are placed in line for loading on a first-come, first-serve basis, provided the exhibitor is completely packed and a Bill of Lading has been turned in to the Service Desk. Drivers whose Bills of Lading have not been turned in will be placed in a holding queue until the booth is packed and the Bill of Lading is turned in. Should your carrier fail to check in by the designated time, Brede reserves the right to re-route shipment via the official show carrier as necessary, at the exhibitor's expense.



[Find more on Brede.com](http://Brede.com)



phone 602.275.5900
fax 602.275.5959
e-mail csarizona@brede.com



EXPOSITION SERVICES

ASRA
Fontainebleau Miami Beach
Miami Beach, FL
November 19-21, 2015



**Order
Form**

Submit this form if you will be shipping materials to the advance warehouse or show site.
Use the rates and calculator below to estimate your material handling charges.
Enter the Material Handling Estimate below on Order Summary / Payment form.
Orders received without full payment or credit card information will not be processed.

Material Handling Rate Schedule

- For full definitions and descriptions of all rates, and rules, see the *Material Handling Information* forms included in this manual.
- All material handling fees are calculated on a CWT basis (per hundredweight, or fraction thereof) per shipment, and vary depending on the type of shipment, the amount of handling and the time of day. Separate shipments will not be combined. Minimum charges will apply as shown below. Be sure to review these costs when you prepare your show budget. Contact Brede for assistance in estimating your material handling charges, based upon your specific needs.

Material Handling Rate

Rates below include any
applicable OT charges
per 100 lbs

Description	200 lb minimum charge
Advance to Warehouse: Crated	\$117.75
Direct to Show site: Crated	\$113.75
Advance to Warehouse: Special Handling	\$151.75
Direct to Show site: Special Handling	\$147.75
Direct to Show site: Uncrated, Unskidded, or Wrapped	\$170.75
Advance to Warehouse/Direct to Show site: Small Packages	\$52.50 each

Additional Services

Late shipments, off-target shipments & site shipments received before published move-in or after show opening. Freight received at the warehouse after November 12, 2015 or at show site prior to published move-in or after show opening, add an additional charge per 100 lbs. Additional transportation charges may apply.	\$28.25 per 100 lbs.
Spotting Fee. Any vehicles driven into the exhibit hall under their own power will incur a round-trip spotting fee. Vehicles not moved in under their own power will be unloaded and charged based on weight.	\$168.00 round trip
Special Services. Shipments returned to warehouse will be charged \$15.00 per 100 lbs. with a \$250.00 minimum. Storage will be charged if shipment is not routed or picked up after three working days. Storage fees prior to 30 days before show, or after 3 days following the show are \$1.25 per 100 lbs. per day with a \$35.00 minimum. On-site container storage for freight brought in by exhibitors is \$30.00 per piece.	

Calculate Estimated Material Handling Charges

Select: ☐ Advanced ☐ Direct

Carrier(s)	Tracking # or Shipped From	Date of Arrival	# Pieces	Est. Weight CWT	Rate per CWT	Estimated Cost 200 lb minimum
					X	= \$
					X	= \$
					X	= \$
Transfer this total to the Order Summary / Payment form. Payment Method must be completed to process orders. Orders received without full payment or credit card will not be processed.					TOTAL	\$

Show Site Contact Name _____

Show Site Phone _____



Find more on Brede.com



phone 602.275.5900
fax 602.275.5959
e-mail csarizona@brede.com

Material Handling Rates



EXPOSITION SERVICES



Fontainebleau Miami Beach
Miami Beach, FL
November 19-21, 2015



Information Form

By completing and submitting the Material Handling order form, exhibitor acknowledges reading and accepting the terms and conditions included on the Material Handling Information forms, as well as the Limits of Liability form. Please review these money-saving tips to make the most efficient use of your material handling budget. Please make your show site representative aware of the following information.

Money-Saving Tips

In General

- Ship via common carrier to avoid possible special handling surcharges.
- Ship early to avoid overnight charges whenever possible.
- Furnish accurate weight tickets with your shipment.
- Properly label/address all shipments to avoid time-consuming re-routes, mis-deliveries, and delays. Remove old shipping labels before you send materials, and attach new labels with complete information. Shipping labels are provided in this service manual for your convenience.
- When shipping direct to show site, confirm in advance that your carrier can guarantee delivery of your freight to the exhibit facility during move-in dates. When possible, schedule shipments to arrive during straight time rather than overtime periods.
- Label your freight with the number of total pieces – example 1 of 3, 2 of 3 and 3 of 3.
- Take a copy of tracking numbers to the show, as well as origination and destination points, piece counts, arrival dates and phone numbers for tracking purposes.

Consolidate Your Shipment

- Separate shipments received by Brede will not be combined. The minimum 200 lb. charge applies to each shipment Brede receives.
- Consolidate your shipment whenever possible to avoid multiple minimum charges.

For example:

- o 1 piece weighing 36 lbs. charged @ 200 lb. minimum x \$117.75 per CWT = \$235.50
- o 1 piece weighing 62 lbs. charged @ 200 lb. minimum x \$117.75 per CWT = \$235.50
- o 1 piece weighing 54 lbs. charged @ 200 lb. minimum x \$117.75 per CWT = \$235.50

TOTAL cost of three shipments arriving separately: \$706.50

OR

- o 3 pieces totaling 152 lbs @ 200 lb minimum x \$117.75 per CWT = \$235.50

TOTAL cost of one consolidated shipment: \$235.50 Savings of \$471.00

- Shipments arriving at the same time from different destinations are considered separate shipments.
- Please be aware that small package handlers may split shipments resulting in Brede receiving multiple shipments.



[Find more on Brede.com](http://Brede.com)



phone 602.275.5900
fax 602.275.5959
e-mail csarizona@brede.com

ADVANCE WAREHOUSE

EXHIBIT MATERIAL

Rush to:

Brede EXPOSITION SERVICES
c/o YRC Freight c/o FLX, Inc
10992 NW 92 Terrace
Rear of Building, Doors 23-27
Miami, FL 33178

ASRA

Fontainebleau Miami Beach
Miami Beach, FL
November 19-21, 2015

Exhibitor

Booth

**Late to warehouse charges apply after:
November 12, 2015**

ADVANCE WAREHOUSE

EXHIBIT MATERIAL

Rush to:

Brede EXPOSITION SERVICES
c/o YRC Freight c/o FLX, Inc
10992 NW 92 Terrace
Rear of Building, Doors 23-27
Miami, FL 33178

ASRA

Fontainebleau Miami Beach
Miami Beach, FL
November 19-21, 2015

Exhibitor

Booth

**Late to warehouse charges apply after:
November 12, 2015**

- These shipping labels are provided for your convenience to assist in preparing shipments to the advance warehouse.
- Please cut along dashed lines and affix one to each piece of your shipment to the advance warehouse.
- Please make additional copies of these labels as needed.

Important notes: Warehouse is not temperature controlled.

Hazardous materials will not be accepted at the warehouse.

DIRECT TO SHOW SITE

EXHIBIT MATERIAL

Rush to:

Brede EXPOSITION SERVICES
Fontainebleau Miami Beach
4441 Collins Ave
Miami Beach, FL 33140

ASRA

Fontainebleau Miami Beach
Miami Beach, FL
November 19-21, 2015

Exhibitor

Booth

**Do not deliver prior to:
November 18, 2015**

DIRECT TO SHOW SITE

EXHIBIT MATERIAL

Rush to:

Brede EXPOSITION SERVICES
Fontainebleau Miami Beach
4441 Collins Ave
Miami Beach, FL 33140

ASRA

Fontainebleau Miami Beach
Miami Beach, FL
November 19-21, 2015

Exhibitor

Booth

**Do not deliver prior to:
November 18, 2015**

- These shipping labels are provided for your convenience to assist in preparing shipments direct to the show site.
- Please cut along dashed lines and affix one to each piece of your shipment direct to the show site.
- Please make additional copies of these labels as needed.

Important note: Hazardous materials will not be accepted at show site.



EXPOSITION SERVICES



Fontainebleau Miami Beach
Miami Beach, FL
November 19-21, 2015



**Order
Form**

Complete this form to request a pre-printed outbound bill of lading and shipping labels for your outbound shipment. Forms and labels will be delivered to your booth at show site.

Requests must be submitted by: November 4, 2015

Notes

- Please complete one form per shipment.
- Please review the *Material Handling Information*, *Material Handling Rate Schedule*, and *Limits of Liability* forms.
- **Do not leave Bills of Lading in your booth!**

**Outbound
Shipping
Information**

To: _____
Attention: _____
Destination (Street Address): _____
City: _____ State: _____ Zip: _____

Method

Ground

☐ YRC Freight ☐ Other Ground _____

Air

☐ YRC Freight ☐ Other Air _____ ☐ Next Day ☐ 2nd Day ☐ Deferred

**Freight
Charges
Guaranteed
By**

Company/Exhibitor: _____
Attention: _____
Permanent Street Address: _____
City: _____ State: _____ Zip: _____
Phone: _____ Fax: _____

Shipping Labels Request

**Label
Request**

of Shipping Labels Requested: _____

Exhibitors using FedEx or UPS must provide pre-printed labels with the account number.

Exhibiting Company _____

Booth Number

COMPLETE and SUBMIT this form:

by mail Brede Exposition Services | 2501 East Magnolia Street | Phoenix, AZ 85034-6918 | USA by fax 602.275.0584

Bill of Lading & Labels Request



Exhibit Services

Reliable trade show shipping services



YRC
FREIGHT



The show must go on!

YRC Freight is ready to customize transportation solutions for any exhibit shipment, any size load, delivering great service, savings and simplicity.

After the show, specify YRC Freight for the move out on the materials handling agreement (MHA), then give us a call. We'll take it from there.

And if others handle your trade show shipping, remember to tell them about YRC Freight savings and service.

Delivering confidence at the show

- 100% inbound service guarantee* at no additional cost
- On-site Exhibit managers monitor your inbound shipments for on-time, smooth move ins
- Time-Critical expedited
- Comprehensive North American coverage and online visibility

Giving you more for your money

- Lowest trade show shipping fees in the industry
- 30 days free storage prior to the show; a great way to save when moving from show to show
- No detention fees at trade shows
- No extra fees for weekend/after-hour pickups

Keeping it simple for you

- Exhibit customer service representatives available 24/7; call 1-800-531-EXPO (3976)
- Around-the-clock assistance with quotes, bookings, tracking or expediting
- Single-shipment transportation for your entire display
- Online shipment visibility throughout the move on my.yrcfreight.com

* Subject to applicable Tariffs and Rules and Conditions publications.

Confidence Delivered.®

yrcfreight.com | 800.531.EXPO (3976) |  Live Chat





EXPOSITION SERVICES



Fontainebleau Miami Beach
Miami Beach, FL
November 19-21, 2015



Information Form

We have provided these definitions to acquaint you with specific guidelines for labor. Trade shows, conventions and special events in this vicinity are governed by local union contracts. Please review the following information in order to better understand the applicable union jurisdictions. If you have any questions once you have read this, please address them directly to Brede Exposition Services.

Material Handling

Brede Exposition Services has the responsibility of receiving and handling all exhibit materials and empty containers. It is their responsibility to manage the docks and schedule vehicles for a smooth and efficient move-in and move-out of exhibits. Brede will not be responsible however, for any material Brede does not handle. Brede will have complete control of the docks at all times. Vehicles must not be left unattended at the loading dock. Any unattended vehicles will be towed at the owner's expense. The fire marshal absolutely prohibits the storage of any empty containers in the exhibit hall. Arrangements have been made with Brede to store empty crates. Please refer to the *Material Handling* form for rates on storage of any empty containers that were not moved in to the show by Brede.

Booth Labor

Since Florida is a right-to-work state, exhibitor personnel may set up their own exhibits if so desired. Labor is available to assist in the erection and dismantling of exhibit booths. Exhibit labor, freight labor, rigging labor, electricians and plumbers can be arranged by using the enclosed order forms.

Exhibit labor claims jurisdiction for the installation, dismantling and initial cleaning of pre-fabricated exhibits and displays, when this work is done by persons other than company personnel. Exhibit labor may be employed by completing the labor forms enclosed in this manual. Labor is not required to put your product on display, open cartons containing your products, nor are they required to perform testing, maintenance and/or repairs on your products. However, if you hire any labor to assist you, the hiring must be done through the official contractor of the current trade show.

Safety

Standing on chairs, tables or other rental furniture is prohibited. This furniture is not engineered to support your standing weight. Brede cannot be responsible for injuries or falls caused by the improper use of this furniture. If assistance is required in the assembly/dismantle of your booth, please order labor on the enclosed *Labor Order* form and the necessary ladders and tools will be provided.

Gratuities

Brede Exposition Services requests that exhibitors do not tip our employees. Do not give coffee breaks other than mid-morning and mid-afternoon when union employees have a fifteen minute paid break. Any attempts to solicit a gratuity by an employee for any service should be reported immediately to a Brede supervisor. Employees of Brede are paid at an excellent wage scale denoting a professional status, and we feel that tipping is not necessary. This applies to all Brede employees.

In General

Craftsmen at all levels are instructed to refrain from expressing any grievances or directly challenging the practices of any exhibitor. All questions originated by labor are to be expressed directly to Brede management personnel. It is recommended that any questions arising with regard to union jurisdiction or practices should be directed to a management representative of Brede Exposition Services.



[Find more on Brede.com](http://Brede.com)



phone 602.275.5900
fax 602.275.5959
e-mail csarizona@brede.com



EXPOSITION SERVICES



Order Form

Submit this form if you would like to order labor from Brede. Labor is available for installation and dismantling of exhibits, and for shrink wrapping and banding of materials. Enter the Total below on Order Summary / Payment form.

Orders received without full payment or credit card information will not be processed.

Advance Order Discount Deadline: November 4, 2015

Option A: Brede Supervised

- Option for installation to occur prior to exhibitor's arrival.
- Reduce at-show expenses and time spent.
- Labor under Brede supervision is straight time when possible.

☐ Check for Brede Supervised Labor

Installation

Shipped:

- ☐ Warehouse
- ☐ Show site

Shipment :

- ☐ Crates
- ☐ Boxes
- ☐ Carpet/Pad

Carpet:

- ☐ From Brede
- ☐ Shipped
- ☐ None

Blueprints/Instructions:

- ☐ Attached
- ☐ with Display-Crate # _____

Electrical under carpet:

- ☐ Yes ☐ No

Location: _____

Delivery Date: _____

Special Equipment Required: _____

- Brede Supervision costs **30%** of total labor bill.
- There is a **\$50.00** minimum charge for supervision per installation and dismantle.

Dismantle

An Outbound Bill of Lading must be completed and turned in at the Brede Service Desk.

Please provide the following information:

Ship to: _____
Attn: _____
Address: _____
City, ST, Zip: _____

Official show carrier: ☐ Ground ☐ Air
Other carrier*: _____

*Show site Bill of Lading prevails.

Option B: Exhibitor Supervised

- All work is performed under direction of the exhibitor.
- Exhibitor must meet labor at Brede Service Desk at scheduled time.

☐ Check for Exhibitor Supervised Labor

Show Site Contact: _____
Phone #: _____

Labor Rates

Straight Time

Monday-Friday 8:00 a.m. - 4:30p.m.

\$93.50

per person per hour

Overtime

Monday-Friday 4:30 p.m. - 8:00 a.m.
All day Saturday, Sunday,
and observed union holidays

\$140.25

per person per hour

- **One hour minimum** per laborer. Labor is then charged in 1/2 hour increments per laborer.
- *Use labor rates at left to complete "Rate per laborer" column based on Straight, Overtime, or Double Time.
- Add Brede Supervision column only if using Option A.
- Multiply Subtotal Labor Cost by .30 for Brede Supervision cost.

Estimate Costs

	Date Time	# Laborers Requested	Est. Hrs. per laborer	Total Hrs.	Rate* per person	Subtotal	Brede Supervision (Subtotal X .30)	Estimated Cost
Installation	_____		X	=	X	= \$	+ \$	= \$
Dismantle	_____		X	=	X	= \$	+ \$	= \$

Important Notes

- A 30% surcharge will be assessed to all Late/Floor orders.
- Orders not cancelled prior to move-in will result in a minimum one-hour charge per laborer requested.
- A credit card on file is required when using Brede Exposition Services.
- All charges must be paid prior to close of show.

Exhibiting Company _____

Calculate Total

Est. Total \$ _____

- Transfer this total to the Order Summary / Payment form.
- Payment Method must be completed to process orders.
- Orders without payment source will not be processed.

Booth Number

COMPLETE and SUBMIT this form:

by mail Brede Exposition Services | 2501 East Magnolia Street | Phoenix, AZ 85034-6918 | USA by fax 602.275.0584

Labor



EXPOSITION SERVICES



Order Form

Submit this form if you wish to rent hanging signs labor from Brede Exposition Services. Brede is available for assembly, installation, and removal of any hanging signs. Enter the Total below on Order Summary / Payment form.
Orders received without full payment or credit card information will not be processed.



Advance Order Discount Deadline: November 4, 2015

Signs Conditions

- Must conform to show management rules and regulations and facility limitations
- Must have approved rigging points with the exception of cloth banners. **There will be a charge of \$75.00 per point per sign.**
- Signs requiring electrical must be in working order and in accordance with the National Electrical Code.
(Place electrical order on the appropriate form).
- A detailed diagram must be forwarded to our office with this completed form prior to the show.

Hanging Signs Rates

Rate for Lift & Crew Per Hour

Straight Time

Monday-Friday 8:00 a.m. - 4:30 p.m.

\$435.50

Overtime

Monday-Friday 4:30 p.m. - 8:00 a.m.
All day Saturday, Sunday,
and observed union holidays

\$575.75

- The minimum crew consists of an operator, an additional laborer, and the equipment.
- There is a **one hour minimum** per laborer & equipment. Charges are by 1/2 hour increments thereafter for installation.
- There is a **one hour minimum** charge for the removal of hanging signs.
- Materials and Pick Points will be priced as needed.

Order Details

Weight (lbs) Height (ft) Length (ft)

Type

- ☐ Fabric
☐ Metal
☐ Wood
☐ Truss

Shape

- ☐ Circle
☐ Square
☐ Triangle

Electrical

- ☐ Yes
☐ No

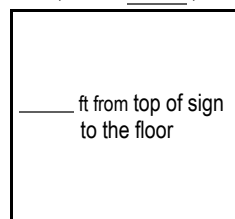
Chain Motor
☐ Yes
☐ No

Assembly Required

- ☐ Yes
☐ No

ft from left side
(booth # _____)

ft from top aisle
(booth # _____)



ft from right side
(booth # _____)

ft from bottom aisle
(booth # _____)

Estimate Costs

	Date Time	Hanging Signs Rate	Est. Hrs.	Subtotal Cost	Brede Supervision (Subtotal X .30)	Estimated Cost
Installation	_____	\$ _____	X _____ = _____	_____	+ \$ _____	= \$ _____
Dismantle	_____	\$ _____	X _____ = _____	_____	+ \$ _____	= \$ _____

Important Notes

- Brede reserves the right to refuse to hang a sign if, in their opinion, it appears unsafe.
- 30% surcharge will be assessed to all Late/Floor orders.
- Orders cancelled prior to move-in will be charged 50% of the original price.
- Orders cancelled after move-in will be charged a one-hour fee per crew & equipment.
- A credit card on file is required when using Brede Exposition Services.
- All charges must be paid prior to close of show.

Calculate Total

Est. Total \$ _____

- Transfer this total to the Order Summary / Payment form.
- Payment Method must be completed to process orders.
- Orders received without full payment or credit card will not be processed.

COMPLETE and SUBMIT this form:

by mail Brede Exposition Services | 2501 East Magnolia Street | Phoenix, AZ 85034-6918 | USA by fax 602.275.0584

Booth Number

Hanging Sign



EXPOSITION SERVICES



Order Form

Submit this form if you will wish to order Brede's cleaning service for your booth in order to maintain booth cleanliness post set-up and throughout the show.

Enter the Total below on Order Summary / Payment form.

Orders received without full payment or credit card information will not be processed.



Advance Order Discount Deadline: November 4, 2015

Cleaning Options

Select	Service	Days	Booth Size (100 sq. ft. minimum)	Advance (per sq. ft.)	Standard (per sq. ft.)	Subtotal
<input type="checkbox"/>	Vacuum once prior to show opening. Includes emptying of waste baskets	1	X	X \$0.55	\$0.72	\$
<input type="checkbox"/>	Vacuum once prior to show opening and daily thereafter. Includes emptying of waste baskets	3	X	X \$0.45	\$0.59	\$

Daily Porter Services

- Includes emptying of your booth's wastebasket(s) and policing of your exhibit area at one-hour intervals during show hours.

Select	Service	Days	Booth Size (100 sq. ft. minimum)	Advance (per sq. ft.)	Standard (per sq. ft.)	Subtotal
<input type="checkbox"/>	Exhibit Area / Under 500 sq ft	3	X	\$85.75	\$119.75	\$
<input type="checkbox"/>	Exhibit Area / 500 - 1,500 sq ft	3	X	\$120.00	\$167.75	\$
<input type="checkbox"/>	Exhibit Area / 1,501 - 2,500 sq ft	3	X	\$151.25	\$211.75	\$
<input type="checkbox"/>	Exhibit Area / Over 2,500 sq ft	3	X	Contact Brede for Quote		\$

If special cleaning services are required, please call the Brede Customer Service Department.

Important Notes

- Orders cancelled prior to move-in will be charged 50% of the original price.
- Orders cancelled after move-in begins will be charged 100% of the original price.
- A credit card on file is required when using Brede Exposition Services.
- All charges must be paid prior to close of show.

Calculate

Cleaning Total \$ _____

- Transfer this total to the Order Summary / Payment form.
- Payment Method must be completed to process orders.
- Orders received without full payment or credit card will not be processed.

Exhibiting Company _____

Booth Number _____

COMPLETE and SUBMIT this form:

by mail Brede Exposition Services | 2501 East Magnolia Street | Phoenix, AZ 85034-6918 | USA by fax 602.275.0584

Booth Cleaning



EXPOSITION SERVICES



Fontainebleau Miami Beach
Miami Beach, FL
November 19-21, 2015



Information Form

Accessible storage will be available to you at this show. If you need to store and access materials that you do not have space for in your booth, such as back up equipment or hand-outs for attendees, accessible storage is an area at show site designated to hold these items for you.



This is not an order form. This service must be ordered on-site.

Notes

- You must sign up for this service and pick up your labels at the Brede Exposition Services desk.
- All freight received at the show will be delivered to your booth space first, and will be placed in accessible storage when properly labeled.
- This is not secured storage.
- This is not empty storage.
- Accessible storage items may not be the first items returned to your booth at the close of the show.
- There will be a 1/2 hour labor charge (minimum) each time something is placed into or removed from accessible storage. The charge will be applied at the corresponding rate for the time it is accessed.
- There is a one time set up charge of \$145.00.

Storage Rates

Size of Storage Space

sq. ft.

Rate

per day

0-25

\$ 145.00

26-50

\$ 217.50

51-100

\$ 290.00

101-150

\$ 362.25

151-200

\$ 437.50

Access Rates

There is a 1/2 hour labor charge (minimum) each time something is placed into or removed from accessible storage. The charge will be applied at the corresponding rate for the time it is accessed.



Find more on Brede.com



phone 602.275.5900

fax 602.275.5959

e-mail csarizona@brede.com

Accessible Storage



EXPOSITION SERVICES



Fontainebleau Miami Beach
Miami Beach, FL
November 19-21, 2015



**Order
Form**

Submit this form if the exhibiting company intends to use a contractor other than Brede Exposition Services. If the exhibiting company fails to comply with any or all of the requirements listed below, the non-official contractor will not be permitted to service your exhibit, and Brede Exposition Services must be hired for installation and dismantle labor. The non-official contractor will be able to provide supervision only.

**Contractor
Requirements**

Non-official contractors must use labor supplied by Brede Exposition Services unless the following requirements are fulfilled:

- Exhibitors must return this completed form to Brede Exposition Services at least thirty (30) days prior to the show.
- Non-official contractors must **submit proof of adequate insurance**, in the form of an original policy rider, listing Brede as an additional insured, furnished by their broker to Brede's office no later than thirty (30) days in advance of actual installation dates. This must include a copy of your Worker's Compensation Insurance.
- Non-official contractors must furnish show management the names, addresses and telephone numbers of key executives for emergency contact.
- All personnel must be properly badged at show site.

Non-official installation and dismantle contractors may provide supervision. Non-official contractors are allowed on the exhibit floor only during official installation and dismantle hours, providing the information above is supplied.

**Contractor
Information**

NON-OFFICIAL CONTRACTOR:

ADDRESS:

PHONE#:

FAX#:

EMAIL ADDRESS:

CELL#:

CONTACT IN BOOTH:

Exhibiting Company _____

Booth Number

COMPLETE and SUBMIT this form:

by mail Brede Exposition Services | 2501 East Magnolia Street | Phoenix, AZ 85034-6918 | USA **by fax** 602.275.0584

Non-Official I&D Contractor



EXPOSITION SERVICES



Fontainebleau Miami Beach
Miami Beach, FL
November 19-21, 2015



Order Form

Submit this form if you wish to order signage from Brede.
Enter the Graphics Total below on Order Summary / Payment form.
Orders received without full payment or credit card information will not be processed.

Advance Order Discount Deadline: November 4, 2015

Standard Sizes

Standard signs are digitally produced with color copy, mounted on white foam board, and include up to 10 words.

Qty	Size	Advance	Standard	Subtotal
_____	11" X 14"	\$ 75.00	\$ 112.50	\$ _____
_____	14" X 22"	\$ 83.25	\$ 125.00	\$ _____
_____	22" X 28"	\$ 114.50	\$ 171.75	\$ _____
_____	28" X 44"	\$ 175.50	\$ 263.25	\$ _____

Indicate sign copy & layout here

*File conversion, retouching, cloning or color correcting may incur additional labor charges.

Custom Sizes

Brede can provide digital graphic reproduction in custom sizes. Please contact us for full-color, photo-quality, high resolution digital printing in virtually any size for banners, exhibit graphics and more.

Length	Width	Square footage	Advance	Standard	Subtotal
_____	X _____	= _____	\$22.25 per sq. ft.	\$33.50 per sq. ft.	= \$ _____

Ten (10) sq. ft.
minimum order

☐ Foamcore

☐ Masonite

☐ PVC

☐ Plexi

☐ Gatorfoam

☐ Other _____

Select one

☐ Vertical

☐ Horizontal

Special instructions

Important Notes

- Orders cancelled prior to move-in will be charged 50% of the original price.
- Orders cancelled after move-in begins will be charged 100% of the original price.
- A credit card on file is required when using Brede Exposition Services.
- All charges must be paid prior to close of show.

Calculate

Subtotal \$ _____

7% FL Tax \$ _____

Signs Total \$ _____

- Transfer this total to the Order Summary / Payment form.
- Payment Method must be completed to process orders.
- Orders received without full payment or credit card will not be processed.

Exhibiting Company _____

Booth Number _____

COMPLETE and SUBMIT this form:

by mail Brede Exposition Services | 2501 East Magnolia Street | Phoenix, AZ 85034-6918 | USA by fax 602.275.0584

Graphics



EXPOSITION SERVICES



Fontainebleau Miami Beach
Miami Beach, FL
November 19-21, 2015



**Information
Form**

Please be sure to inform your show site representative of the following fire regulations to ensure the safety of all parties throughout the duration of the show.

**Booth
Construction**

Booths, platforms and space dividers shall be of materials that are rendered flame-retardant, satisfactory to the local fire department representatives. Coverings for counters or tables used within or as a part of the booth shall be flame-retardant. All electrical wiring and apparatus shall be of a 3-wire UL type approved.

Permits

A permit shall be required for the following:

- Display and operation of any heater, barbecue, heat-producing or open flame device, candles, lamps, lanterns, torches, etc.
- Display or operation of any electrical, mechanical, or chemical device which may be deemed hazardous by the local fire department.
- Use or storage of flammable liquids and dangerous chemicals.
- Display of any internal combustion engine (special requirements available upon request).
- Use of any compressed gases (permit required for 32CF bottles 1/2 full or less).

Obstructions

Aisles and exits, as designated on approved show plans, shall be kept clean, clear and free of obstacles. Booth construction shall be substantial and fixed in position in specified areas for the duration of the show. Easels, signs, etc., shall not be placed beyond the booth area into aisles. Firefighting equipment shall be provided and maintained in accessible, easily-seen locations and may be required to be posted with designating signs.

**Flame
Retardant
Treatment**

All decorations, drapes, signs, banners, acoustical materials, cotton, paper, hay, straw, moss, split bamboo, plastic cloth and similar materials shall be flame-retardant unless smaller than 1,232 square inches (28" x 44") if separated from other combustibles by a minimum of 12" horizontally and 24" vertically. Oil cloth, tar paper, nylon and certain other plastic materials cannot be made flame-retardant, therefore their use is prohibited.

Combustibles

Literature on display shall be limited to reasonable quantities (one-day supply). Reserve supplies shall be kept in closed containers and stored in a neat and compact manner in a location approved by the fire department. All exhibit and display empty cartons must be stored in an approved drayage area. If show is under a 24-hour approved manned security program, automobiles are allowed to retain 1 gallon or less of fuel, and gas caps must be taped. Batteries are to be disconnected and taped.

Storage behind booth backwall is strictly prohibited.



[Find more on Brede.com](http://Brede.com)



phone 602.275.5900
fax 602.275.5959
e-mail csarizona@brede.com

METHOD OF PAYMENT FORM

Advance Payment Deadline Date: 10/29/15



ELECTRICAL EXHIBITION SERVICES
16110 NW 13th Avenue, Miami, FL 33169
Phone: (305) 623-5335 Fax: (305) 623-5337
miami@edlen.com

COMPANY:		BTH #	
EVENT:	ASRA Pain Medicine Meeting 14th Annual		
FACILITY:	Fontainebleau Miami Beach		
DATES:	November 19-21, 2015	EVENT #:	115150MI

EXHIBITOR INFORMATION

COMPANY NAME:		PHONE:	
ADDRESS:		FAX:	
CITY:	ST:	ZIP:	
COUNTRY:		CELL:	
EMAIL:			

METHOD OF PAYMENT

All transactions require a credit card on file with proper authorization. In addition to checks, Edlen also accepts American Express, Master Card, Visa, Discover, ACH and Wire Transfers. Indicate form of payment below.

<input type="checkbox"/> COMPANY CHECK Please make check payable to: Edlen Electrical. All foreign checks must be drawn on U.S. Banks only. For those booths that require labor a credit card must be on file. Please reference the Event # listed above on your remittance.	<input type="checkbox"/> BANK WIRE TRANSFER INFORMATION * Bank transfer to Bank of America <u>Wire Transfer:</u> ABA#: 026009593 Acct: 33855214 <u>International Wire Transfer:</u> Swift Code: BOFAUS3N Acct: 33855214 * \$25 processing fee MUST be included with transfer.
<input type="checkbox"/> CREDIT CARD For your convenience, we will use this authorization to charge any remaining balances on your account prior to event closing. A copy of final charges will be sent to the email address provided in the payment information section.	<input type="checkbox"/> ACH ELECTRONIC PAYMENT TRANSFER <u>Bank of America</u> ABA# 125000024 Acct: 33855214 6900 Westcliff Drive, Las Vegas, NV 89145 Phone: 888.852.5000 Ext 6007 Please note the financial institution MUST be based in the US. In order to avoid a transfer fee, you must notify the financial institution that you wish to make an ACH electronic payment transfer.
<input type="checkbox"/> VISA <input type="checkbox"/> MASTER CARD <input type="checkbox"/> AMX <input type="checkbox"/> DISCOVER	

CHECK AND CREDIT CARD INFORMATION

CHECK #									
CREDIT CARD NUMBER:								EXP DATE:	
CARD HOLDER SIGN:					PRINT NAME:				
EMAIL ADDRESS:								THIRD PARTY: YES or NO	
CREDIT CARD ADDRESS INFORMATION IF DIFFERENT THAN INFORMATION ABOVE									
ADDRESS:					CITY:		ST:	ZIP:	

By signing and placing this order, I accept all payment policies and the terms and conditions outlined on all service order forms completed.

PLEASE SIGN	
	AUTHORIZED SIGNATURE
	PRINT NAME DATE

SERVICE TOTALS

ELECTRICAL/LABOR/MATERIAL	
PLUMBING	
LIGHTING	
SUB TOTAL	
7% SALES TAX. SALES TAX IS DUE UNLESS FL DR-13 OR DR-14 EXEMPTION CERTIFICATE ACCOMPANIES THIS ORDER.	
TOTAL DUE	

ELECTRICAL ORDER FORM

Advance Payment Deadline Date: 10/29/15

E ☐ M ☐



ELECTRICAL EXHIBITION SERVICES
16110 NW 13th Avenue, Miami, FL 33169
Phone: (305) 623-5335 Fax: (305) 623-5337
miami@edlen.com

COMPANY:

BTH #

EVENT: ASRA Pain Medicine Meeting 14th Annual

FACILITY: Fontainebleau Miami Beach

DATES: November 19-21, 2015

EVENT #: 115150MI

FOR YOUR CONVENIENCE PLACE YOUR ORDER ONLINE AT WWW.EDLEN.COM

ORDER INSTRUCTIONS

120 VOLT POWER DELIVERY

The cost of 120-Volt outlets includes delivery to one location in island booths and to one location at the rear of inline or peninsula booths. If you require the outlets to be distributed to any other location, material and labor charges apply. There is a minimum charge of 1 hour for installation & 1/2 hour for removal. Complete and return the Electrical Labor Order Form along with a floor plan layout of your booth space indicating outlet locations.

ISLAND BOOTHS

Include a floor plan layout of your booth space indicating all outlet locations with measurements and orientation. If a main power drop/delivery location is not indicated on the floor plan, Edlen will deliver to the most convenient location.

208/480VOLT SERVICES

If you require 208 volt or higher services please call for a quote. Edlen electricians must make all high voltage connections and disconnects. This is done on a time and material basis. Please complete the Electrical Labor Order Form to schedule your estimated connection time and return it with this order form.

24 HOUR SERVICES

Electricity will be turned on within 30 minutes of show opening and off within 30 minutes of show closing, show days only. If you require power at any other time order 24 hour power at double the outlet rate.

LIGHTING

Overhead lights are installed on time and material basis. In the event 1000 watt overhead quartz lights cannot be mounted to existing catwalks in the convention hall, lift charges will apply. Call for quote. Pole lights are installed at rear or side rail of in-line booths. Time and material applies to all other locations.

Form 120-0314MI

ELECTRICAL OUTLETS Approximately 120V/208V A.C. 60 Cycle - Prices are for entire event

	QTY Show Hours Only	QTY 24hrs/day Double rate	ADVANCE PAYMENT PRICE	REGULAR PAYMENT PRICE	TOTAL COST
120 VOLT					
500 WATTS (5 AMPS)			86.00	129.00	
1000 WATTS (10 AMPS)			123.00	184.00	
1500 WATTS (15 AMPS)			144.00	216.00	
2000 WATTS (20 AMPS)			165.00	247.00	
MISC. REQUIREMENTS					

LIGHTS (Cost of Arm & Pole lights include power and 1 hour labor to install and remove)

ARM LIGHT (Only mounts to hard wall structures)		95.00	143.00	
8' POLE LIGHT WITH 1 FIXTURE		77.00	116.00	
8' POLE LIGHT WITH 2 FIXTURES		154.00	230.00	

MATERIAL RENTAL (Exhibitor must pick up items at electrical service center on show site)

15' EXTENSION CORD		23.00	
POWER STRIP		23.00	

ELECTRICAL LABOR

ST (Mon-Fri, 8am-4:30pm; Excluding Holidays)		88.00	
OT (Mon-Fri, 4:30pm-8am; Sat, Sun & Holidays)		160.00	

PLACE TOTAL HERE

PRINT NAME:

AUTHORIZED SIGNATURE:

DATE:

EMAIL:

PHONE:

TERMS & CONDITIONS: I agree in placing this order that I have accepted Edlen's payment policy and the terms and conditions of contract.

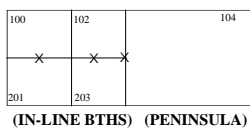
The "Method of Payment" form must be completed and returned with this order form.

TERMS & CONDITIONS

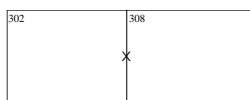
1. Order with payment & floor plan (for island booths or any booth requiring distribution of electrical services or location for lights or lighting) must be received no later than the deadline date on the front of this form for advance payment rates to apply. Orders faxed or mailed without payment and required floor plan will not be guaranteed advance rates. Orders received after the deadline date will be charged at the regular rate. A purchase order or photocopy of a check are not considered valid forms of payment for securing advanced rate.
2. In the event order totals are calculated incorrectly, Edlen reserves the right to make the necessary corrections and charge the corrected amount. Exhibitors will be notified by email or fax of any such corrections.
3. Outlet rates listed include bringing the services to one location in island booths and to one location at the rear of in-line and peninsula booths.
4. Outlet rates listed **do not** include the connection of any equipment, special wiring, or distribution of the outlets to other location's within the booth space. Distribution to all other locations *regardless of booth type* require labor and is performed on a time and material basis. Exhibitors are invited to contact the local Edlen office to discuss any additional costs that may be incurred.
5. A separate outlet must be ordered for each location where an electrical service is required. 5 amps or 500 watts is the minimum amount of power that can be ordered for any one location. Power must be ordered according to peak amperage ratings.
6. Island booths - If a floor plan showing main power location is not submitted to Edlen prior to our first move-in date, Edlen will deliver the power to the most convenient location.
7. Labor rates are based on current wage scales and are subject to change in the event of a wage increase after rates have been published. A minimum charge of (1) hour labor will apply for all installation work. The removal of this work will be charged a minimum of 1/2 hour or 1/2 the total time of installation.
8. In the event 1000 watt overhead quartz lights cannot be mounted to existing catwalks in the convention hall, lift and labor charges will apply. Please contact our local office to discuss any additional charges.
9. Edlen employees are authorized to cut floor coverings when essential for installation of services unless otherwise directed.
10. Edlen is the exclusive provider of all material and equipment used in the distribution of temporary electrical services throughout the exhibit hall including the exhibitors booth space. This material is provided on a rental basis ONLY and remains the property of Edlen. It shall be removed only by Edlen employees.
11. Any extension cords or power strips ordered on the front of this form should be picked up at the service desk. Credit will not be not issued for unused items.
12. Standard wall and other permanent building utility outlets or sockets are not part of a booth space and may not be used by exhibitors unless electrical services have been ordered through Edlen.
13. All equipment regardless of source of power, must comply with federal, state and local codes. Edlen reserves the right to inspect all electrical devices and connections to ensure compliance with all codes, for which labor charges can be incurred. Edlen is required to refuse connections where the Exhibitor wiring or equipment is not in accordance with electrical codes.
14. All electrical equipment must be properly tagged and wired with complete information as to the type of current, voltage, phase, cycle, horsepower, etc., required for operation.
15. All Exhibitors' cords must be a minimum of 14 gauge, 3 wire and grounded. Two (2) wire extension cords are not allowed. All exposed, non-current carrying metal parts of fixed equipment which are liable to be energized, shall be grounded.
16. Payment in full must be rendered during the event. Exhibitors ARE NOT billed for services provided. Services may be interrupted if payment is not received.
17. Credit will not be given for services installed and not used. All orders are subject to a 25% cancellation fee if cancelled in writing & received by Edlen within 14 calendar days prior to show opening. Except sales tax, Edlen will not refund overpayment in amounts less than \$50.00 unless specifically requested in writing.
18. Claims will not be considered or adjustments made unless filed in writing by Exhibitor prior to the close of the event.
19. Exhibitor holds Edlen harmless for any and all losses of power beyond Edlen's control, including, but not limited to, losses due to utility company failure, permanent power distribution failure, power failure caused by vandalism, faulty Exhibitor equipment or overloads caused by Exhibitor.
20. It is agreed that in the event it becomes necessary to turn this matter over to an attorney for collection, or to file a lien, or foreclosure, or otherwise, Exhibitor will pay Edlen its attorney fees or applicable agency fees.
21. A service charge of 1.5% per month on any unpaid balances will be assessed starting 10 days after date of invoice. A \$25.00 service charge will be assessed for all returned checks and credit cards. Exhibitor agrees to reimburse Edlen for all applicable rental taxes.
22. By signing this and/or the Method of Payment form, exhibitor hereby agrees to all terms and conditions on this order form.

COMMONLY ASKED QUESTION - WHERE WILL MY OUTLET BE LOCATED?

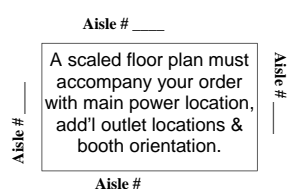
Outlets are located as depicted below for inline & peninsula booths. All other locations require labor on a time & material basis. Exhibitors with hard wall booths must make arrangements with Edlen to bring power inside the booth on a time and material basis.



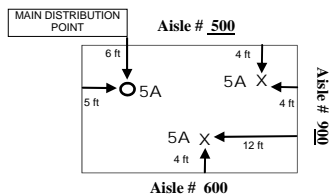
(IN-LINE BTHS) (PENINSULA)



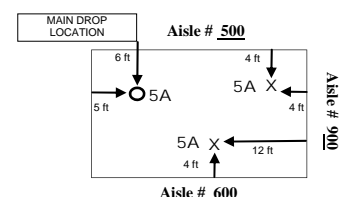
(BACK TO BACK PENINSULAS)



ISLAND BOOTHS



EXAMPLE-FLOOR POWER



EXAMPLE-CEILING POWER

FOR OTHER COMMONLY ASKED QUESTIONS VISIT OUR WEB SITE @ WWW.EDLEN.COM
OR CALL THE NUMBER ON THE FRONT OF THIS FORM.

ELECTRICAL LABOR FORM

EDLEN

The Power People

ELECTRICAL EXHIBITION SERVICES

16110 NW 13th Avenue, Miami, FL 33169
Phone: (305) 623-5335 Fax: (305) 623-5337
miami@edlen.com

Advance Payment Deadline Date: 10/29/15

COMPANY:

BTH #

EVENT: ASRA Pain Medicine Meeting 14th Annual

FACILITY: Fontainebleau Miami Beach

DATES: November 19-21, 2015

EVENT #: 115150MI

ELECTRICAL JURISDICTION

The work described below falls within the jurisdiction of the electrical union and cannot be performed by any other union, I&D house or exhibitor. Please feel free to contact our office for clarification of scope of work.

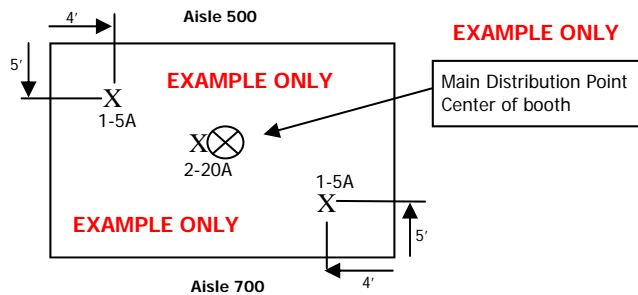
ELECTRICAL LABOR IS REQUIRED FOR THE FOLLOWING WORK

- | | |
|--|--|
| 1. Electrical distribution under carpet | 5. Wiring of overhead signs |
| 2. Connection of all 208V or higher services | 6. Installation of lighting requiring tools for installation |
| 3. Hardwiring of any electrical apparatus | |
| 4. Overhead power distribution | |

POWER DISTRIBUTION - PLEASE PROVIDE THE FOLLOWING INFORMATION

- Floor Plan layout of your booth space
 - Floor plans must include exact outlet locations with dimensions or be to scale
 - Floor plans must reflect booth orientation. Please note surrounding booth or aisle numbers
 - Power comes from the floor. Identify a main power location we can deliver the power to. Power is distributed from that point.

The Following Illustration is an Example: 20x30 Island Booth



- Date you will begin building your booth _____ Estimated time _____
- Show Site Contact with authority to make additions or changes to your order
Contact Name _____
Contact Company _____
Contact Cell # _____
- Credit card information must be on file before any labor begins in your booth space. Please provide this information on your method of payment form.

PLEASE USE THE BACK OF THIS FORM TO REQUEST ALL OTHER ELECTRICAL LABOR

ELECTRICAL LABOR

COMPANY:		BTH #	
EVENT:	ASRA Pain Medicine Meeting 14th Annual		
FACILITY:	Fontainebleau Miami Beach		
DATES:	November 19-21, 2015	EVENT #:	115150MI

ELECTRICAL LABOR/LIFT RATES & RULES

Please be advised that labor start times cannot be guaranteed. If no time is provided, work will be performed on a first-come first-serve basis. A representative must come to Edlen's Labor Desk prior to each individual labor call to confirm that booth is ready for such labor. If labor is dispatched at the requested time and no "exhibitor supervisor" is available, a minimum 1/2 hour labor charge per electrician will apply. A minimum labor charge of 1 hour will apply per man for installation. Dismantle time will be calculated at 1/2 of the total installation time.

LABOR RATES

Straight Time 88.00 per hour

Monday-Friday 8:00am - 4:30pm, Excluding Holidays

Over Time 160.00 per hour

Monday-Friday 4:30pm - 8:00 am; Saturday, Sunday & Holidays

LABOR REQUIRMENTS (Please complete all the sections below)

If you require any additional electrical work in your booth, please provide us with a production schedule with the dates, times, number of men required and the type of work requested. This will assist us in accommodating your labor needs.

Example:

Day Monday Date 1/5 # Men 4 Time 8:00 am Work required Assemble & hang truss/lights

Day Tuesday Date 1/6 # Men 1 Time 12:30pm Work required Wire electric sign

Day	_____	Date	_____	# Men	_____	Time	_____	Work required	_____
Day	_____	Date	_____	# Men	_____	Time	_____	Work required	_____
Day	_____	Date	_____	# Men	_____	Time	_____	Work required	_____
Day	_____	Date	_____	# Men	_____	Time	_____	Work required	_____
Day	_____	Date	_____	# Men	_____	Time	_____	Work required	_____
Day	_____	Date	_____	# Men	_____	Time	_____	Work required	_____

SHOW SITE SUPERVISOR

Contact Name:	_____	Company:	_____
Cell Number:	_____	Email address:	_____

**PLEASE PROVIDE CREDIT CARD INFORMATION
ON THE METHOD OF PAYMENT FORM**

Credit card information must be on file before any of the requested labor is performed.

IT SERVICES ORDER FORM

Event Name		Order Date	
Event Start Date		Event End Date	
Contact Name		Exhibition Room	
Company Name		Exhibitor Booth Number	
Billing Address		Contact email	
City, State, Area Code		Contact Phone	
Country		Fax	

Connection Type	Price Per Day	No. of Users	No. of Days	Total
Wireless Internet	\$50 Each			
Wired Internet Line	\$150 Each			
8 port Switch	\$100			

Telecommunications Type	Price Per Day	No. of Items	No. of Days	Total
House Phone (Internal Calls Only)	\$100			
DID Line (Direct Inward Dialing)	\$300			
DID Line with Voicemail	\$350			
Polycom with DID Line	\$300			

Network Type	Price	Quantity	Total
VLAN configuration	\$3,000		
Temporary Wireless SSID Change	\$2,000		
Public IP Address	\$250		

Type	Location	Installation Date & Time	Break-Down Date & Time	No. of Days	Quantity	Price	Total

***Fax completed forms to (305) 535-3254 to the attention of your Convention Service Manager.**

****A 7% Tax will be assessed on all IT Orders, except for internet.**

Internet access: no tax

Phone access - Florida communications services tax: 9.17%

Phone access - local communications services tax: 5.72%

Equipment rental (including internet & phone equipments) – FL sales tax: 7%

Setup fee (this is “labor”) – FL sales tax: 7%

Cardholder Information

Name as it appears on the credit card: _____

Card type: ☐ Visa ☐ MC ☐ Amex ☐ Diners ☐ Discover

Account type: ☐ Individual (personal credit card)

☐ Corporate | Company Name: _____

Account number: _____ Exp. date: _____

Billing Address:
(where statement is mailed) _____

City, State and Zip: _____

Phone number: _____ Fax or alternate number: _____

☐ IT & Telecommunication Services

☐ Other: _____

SCHEDULE DEPOSITS :

Amount	Date To Charge Card

☐ All Charges
Related to my
Event

☐ IT Services

I certify that all information is complete and accurate. I hereby authorize Fontainebleau, Miami Beach to collect payment for all charges as indicated in the Rate Information and Approved Charges section of this form by processing a charge to the credit card listed above.

Cardholder name:
(Printed) _____

Cardholder signature: _____ Date: _____

Note: The order must include a clear copy of the driver's license or identification picture ID of the card holder or authorized signer. Otherwise this form will not be accepted.



Fontainebleau Miami Beach Exhibitor Form

Contact Information		Payment	
Company Name:	Location:	Pre-payment must accompany all orders unless prior arrangements have been made. Please choose payment method from list below:	
Ordered By:	Onsite Contact:	<input type="checkbox"/> Visa <input type="checkbox"/> Mastercard <input type="checkbox"/> Diner's Club <input type="checkbox"/> American Express	
Credit Card Billing Address:		Charge to: Group Name _____ Master # _____	
City, State, Zip:	Email Address:	Card Holder's Name:	
Phone #:		Credit Card #:	Expiration Date:
		CCV2/CID #	
Setup Date & Time:	Booth #	Signature:	Date:
Removal Date & Time:			

EQUIPMENT	QUANTITY	x DAILY COST	x DAYS	= TOTAL	<div>*Southern Audio Visual is the official provider of all on-property AV & Production needs.</div> <div>* Please call for any additional equipment and labor not listed.</div> <div>* Orders must be submitted 72 hours prior to ensure prompt delivery.</div> <div>* Cancellation > 1 week: 10% of total < 1 week: 50% of total</div>	
FOLLOWING ITEMS DO NOT REQUIRE LABOR:						
Laptop		\$250.00		\$ -		
Wireless Powerpoint Clicker W/Laser Pointer		\$55.00		\$ -		
20" VGA Flat Panel Data Monitor		\$150.00		\$ -		
HDMI Cable		\$35.00		\$ -		
Power Strip and Extension Cord		\$40.00		\$ -		
CD Player		\$75.00		\$ -		
Projection Stand W/Drape		\$25.00		\$ -		
Flipchart Package w/ pad and markers		\$85.00		\$ -		
DVD Player		\$175.00				
FOLLOWING PACKAGES REQUIRE \$65 LABOR:						
42"Monitor W/Stand		\$575.00		\$ -		
55" Monitor W/Stand		\$750.00		\$ -		
Black & White Printer + 1 ream of paper		\$325.00		\$ -		
Sound system with 2 speakers, 2 stands, 1 mixer, 1 wired microphone, and laptop audio		\$505.00		\$ -		
<div>Email filled out form to ALL three below:</div> <div>dleon@southernav.com</div> <div>nhornstein@southernav.com</div> <div>lguzman@southernav.com</div>						
				Subtotal		\$ -
				Service Charge 23%		\$ -
				Labor \$ if applicable		\$ -
				Tax 7%		\$ -
				TOTAL		
Fontainebleau Miami Beach						
4441 Collins Avenue						
Miami Beach, FL 33140						
305.695.4858						



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LEAD RETRIEVAL ORDER FORM [Order Online](#) **DISCOUNT DEADLINE: October 16, 2015**

ExpoBadge Lead Retrieval Equipment <i>Equipment descriptions on Page 2</i>	DISCOUNT	REGULAR	QUANTITY	TOTAL
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Printer Options:

(All options require electricity <1 amp, 110V)

ExpoBadge Lead Print	\$265	\$300		0
Wireless: ExpoBadge Lead Print	\$325	\$375		0
ExpoBadge All-in-One	\$440	\$480		0
ExpoBadge Network	\$675	\$725		0
Additional Network Scanners	\$125	\$150		0

Handheld Scanners:

(Battery operated scanners; no electricity required)

ExpoBadge Mobile e-Lead	\$285	\$315		0
ExpoBadge Mobile e-Lead+	\$325	\$350		0
ExpoBadge Exceed	\$375	\$425		0

Mobile Application:

ExpoBadge Lead Retrieval App <i>(one license)</i>	\$270	\$290		0
Additional Licenses	\$150	\$170		0
ExpoBadge Lead Retrieval App with Tablet	\$415	\$445		0

ExpoBadge Extras:

ExpoBadge Live Literature Link	\$260	\$275		0
Delivery, Setup, and Training	\$95	\$125		0
Personalized Action Codes	\$75	\$100		0
Paper: Additional Roll	\$20	\$30		0
USB Flash Drive	\$100	\$125		0

Federal Tax ID # 20-8676699

Grand Total:

Company Information

COMPANY	CONTACT	BOOTH #
ADDRESS 1	CITY	ZIP CODE
ADDRESS 2	STATE	COUNTRY
EMAIL	PHONE	ONSITE PHONE

Payment Information *Billing Zip Code Required

<input type="checkbox"/> AMERICAN EXPRESS	<input type="checkbox"/> MASTERCARD	<input type="checkbox"/> VISA	<input type="checkbox"/> CHECK
CREDIT CARD #	EXPIRATION DATE		
NAME ON CARD	*BILLING ZIP CODE		

WEBSITE:

www.expobadge.com

EMAIL ORDERS TO:
orders@expobadge.com

FAX ORDERS TO:
714-634-9016

MAIL ORDERS TO:
ExpoBadge, Inc.
1150 E. Stanford Court
Anaheim, CA 92805, USA

FOR ASSISTANCE CALL:
toll free 800-490-9941
+1-714-712-7380

Terms and Conditions: ☐ I have read and agreed to the following terms and conditions.

All equipment ordered must be picked up at the service desk prior to the start of the show, unless you have ordered Delivery and Set-up. Failure to pick up equipment does not entitle you to a refund. All equipment must be returned to the service desk within 1 hour of show close to avoid additional \$100.00 charge. A non-refundable charge of \$2,500.00 will be applied for each piece of equipment not returned to ExpoBadge, Inc. at the close of show. There will be a \$100.00 charge for the loss or damage of ExpoBadge data card. All cancellations must be submitted in writing 2 weeks prior to the start of the show; there are no refunds or cancellations after this time. There is a \$75.00 fee for all cancellations prior to 2 weeks before show. There is no refund on paper or badge kits. ExpoBadge, Inc. will not be responsible for the type or amount of data provided by show management. Liability for damage of any cause whatsoever will be limited to the total price of goods and services provided by ExpoBadge, Inc.



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ELECTRONIC LEADS DELIVERY: An email containing a link to your leads will be sent to the email address on file within 24 hours of the close of the show. Your leads will be available in multiple formats: Excel, .CSV, and .TXT

PRINTER OPTIONS	DETAILS	LEADS FORMAT
ExpoBadge Lead Print 	The ExpoBadge Lead Print is a standalone lead retrieval and printer unit. With the Lead Print, you will receive an instant easy-to-read paper copy of your leads. Use your printout to write additional notes or attach to an order form.	<u>Paper Only</u>
ExpoBadge All-in-One 	The ExpoBadge All-In-One will allow you to receive your leads via paper and an electronic spreadsheet. After the show closes, you will receive an email allowing you direct access to your leads file in multiple formats. A <u>wireless model</u> is also available.	Paper and Electronic
ExpoBadge Network 	The ExpoBadge Network is a printer with two scanners connected wirelessly . This allows you the flexibility for multiple sales people to capture leads in your booth. Similar to the All-In-One, you will receive a paper and electronic copy of your leads. Additional handheld scanners may be added to this configuration.	Paper and Electronic
HANDHELD SCANNERS	DETAILS	LEADS FORMAT
ExpoBadge Mobile e-Lead 	The ExpoBadge Mobile e-Lead is a handheld battery-operated scanner that conveniently fits in your pocket. The Mobile e-Lead stores your leads and sends them wirelessly in real time. Instant Leads technology delivers your leads to the MyExpoBadge web portal, making your leads available the moment you scan the first badge.	Electronic
ExpoBadge Mobile e-Lead+ 	The ExpoBadge Mobile e-Lead+ is a small handheld battery-operated scanner that provides a graphic display. The e-Lead+ will time and date stamp your booth traffic. Instant Leads technology delivers your leads to the MyExpoBadge web portal, making your leads available the moment you scan the first badge.	Electronic
ExpoBadge Exceed 	The ExpoBadge Exceed offers free form notes and lead lookup functionality on a large color touch screen display for easy navigation. Instant Leads technology delivers your leads to the MyExpoBadge web portal, making your leads available the moment you scan the first badge.	Electronic



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MOBILE APP	DETAILS	LEADS FORMAT
	<p>The ExpoBadge Lead Retrieval App is lead retrieval made smart. *Scan, qualify, and survey attendees at events using smart phones or tablets (compatible with most Apple and Android devices). Works with or without an active internet connection or data plan; internet connectivity required for some features.</p> <p>*Depending on the type of barcode, you may either scan or manually enter ID number. For show-specific information, please call ExpoBadge.</p>	Electronic

EXTRAS	DETAILS
Live Literature Link	<p>Deliver and make available all your literature digitally! Target your marketing, leverage your collateral investment, and "Go Green" by uploading your promotional material onto the Live Literature Link. You may post up to 10 different pdfs. For further details, click on the link http://expobadge.com/expobadge/LLL.pdf</p>
Delivery, Setup & Training	<p>ExpoBadge staff will deliver your order to your booth, set-up the devices and train all exhibit booth personnel. [There is no charge for pick-up at ExpoBadge lead retrieval service desk.]</p>
USB Flash Drive	<p>Not compatible with Lead Print options</p> <p>Portable USB ver. 2.0 memory device. Leads will be downloaded to your Flash Drive upon return of equipment at the end of the show.</p>



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STANDARD ACTION CODES

ExpoBadge offers each exhibitor a complimentary list of standard qualifiers.

ADD TO MAILING LIST	HOT LEAD!	PRODUCT B	SCHEDULE DEMONSTRATION
CURRENT CUSTOMER	INQUIRY ONLY	PRODUCT C	SEND LITERATURE
DISTRIBUTOR	INTERESTED BUYER	PRODUCT D	SEND PRICING INFO
HAS PURCHASING AUTHORITY	OEM	PRODUCT E	VAR
HAVE SALES REP CALL	PRODUCT A	PRODUCT F	WANTS PRESENTATION

PERSONALIZED ACTION CODES

For an additional fee, you can personalize your action codes in order to better qualify each lead.
Enter personalized action codes using our online order form or complete the template below.

Your codes will be ready with your equipment at our service desk. Maximum 35 characters per code.
Custom Action Codes cannot include these characters: apostrophe ('), slash (/), backslash (\), period (.), carat (^), or quote (").

1	_____	11	_____
2	_____	12	_____
3	_____	13	_____
4	_____	14	_____
5	_____	15	_____
6	_____	16	_____
7	_____	17	_____
8	_____	18	_____
9	_____	19	_____
10	_____	20	_____

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On Excellence!

CUSTOM FURNITURE

Uptown



A-1 Sofa, Black Suede
83"L x 32"D x 32"H



A-2 Loveseat, Black Suede
59"L x 32"D x 32"H



A-3 Chair, Black Suede
39"L x 32"D x 32"H



A-4 Bench, Black Suede
61"L x 20"D x 17"H



A-5 Cocktail Table, Nickel & Glass
52"L x 31"D x 19"H



A-6 End Table, Nickel & Glass
26" Diameter x 22"H



A-7 Corner, Black Suede
33"L x 33"D x 28"H



A-8 Center, Black Suede
31"L x 33"D x 28"H



A-9 Half Ottoman, Black Suede
72"L x 36"D x 18"H



A-10 Cocktail Table, Black & Glass
48"L x 24"D x 17"H



A-11 End Table, Black & Glass
21"L x 21"D x 21"H



A-12 Floor Lamp
Black, 72"H

LOUNGE

Newport



B-1 Sofa, Tan Suede
79"L x 34"D x 32"H



B-2 Loveseat, Tan Suede
54"L x 34"D x 32"H



B-3 Chair, Tan Suede
32"L x 34"D x 32"H



B-4 Cocktail Table, Natural
48"L x 24"D x 17"H



B-5 End Table, Natural
24"Diameter x 21"H



B-6 Ottoman, Green Suede
32"L x 19"D x 17"H



B-7 Chair, Green Suede
32"L x 34"D x 32"H

LOUNGE

Laredo



C-1 Sofa, Black Leather
77"L x 34"D x 32"H



C-2 Loveseat, Black Leather
54"L x 34"D x 32"H



C-3 Chair, Black Leather
32"L x 34"D x 32"H



C-6 Table Lamp,
Black & Chrome
22"H



D-4 Cocktail Table
Black Cube
30"L x 30"D x 16"H



D-5 Cocktail Table
Black Cylinder
30"Diameter x 15"H



D-6 End Table
Black Cube
24"L x 24"D x 20"H

South Beach



E-1 Sofa, White
77"L x 34"D x 32"H



E-2 Chair, White
53"L x 34"D x 32"H



E-3 Bench, White
53"L x 27"D x 16"H



E-4 Sofa, Red
77"L x 34"D x 32"H



E-5 Chair, Red
53"L x 34"D x 32"H



E-6 Bench, Red
53"L x 27"D x 16"H



E-7 Square Cocktail
White & Chrome
31"L x 31"D x 15"H



E-9 End Table
White & Chrome
20"L x 20"D x 19"H



E-10 White Cube
With Optional Multi Plug Charging
Station
20"L x 20"D x 20"H

Barcelona



F-1 Chair, Red Barcelona
31"L x 35"D x 33"H

F-2 Ottoman, Red Barcelona
24"L x 24"D x 17"H



F-3 Chair, White Barcelona
31"L x 35"D x 33"H

F-4 Ottoman, White Barcelona
24"L x 24"D x 17"H



F-5 Chair, Black Barcelona
31"L x 35"D x 33"H

F-6 Ottoman, Black Barcelona
24"L x 24"D x 17"H

Melrose



G-1 Sofa, Red Swirl
78"L x 41"D x 30"H



G-2 Chair, Red Swirl
40"L x 36"D x 30"H



G-3 Bench, Red Swirl
61"L x 21"D x 17"H

Monte Carlo



H-1 Black Leather Sectional Loveseat
50"L x 38"D x 29"H



H-2 Black Leather Sectional Corner
40"L x 40"D x 29"H



H-3 White Leather Sectional Loveseat
50"L x 38"D x 29"H



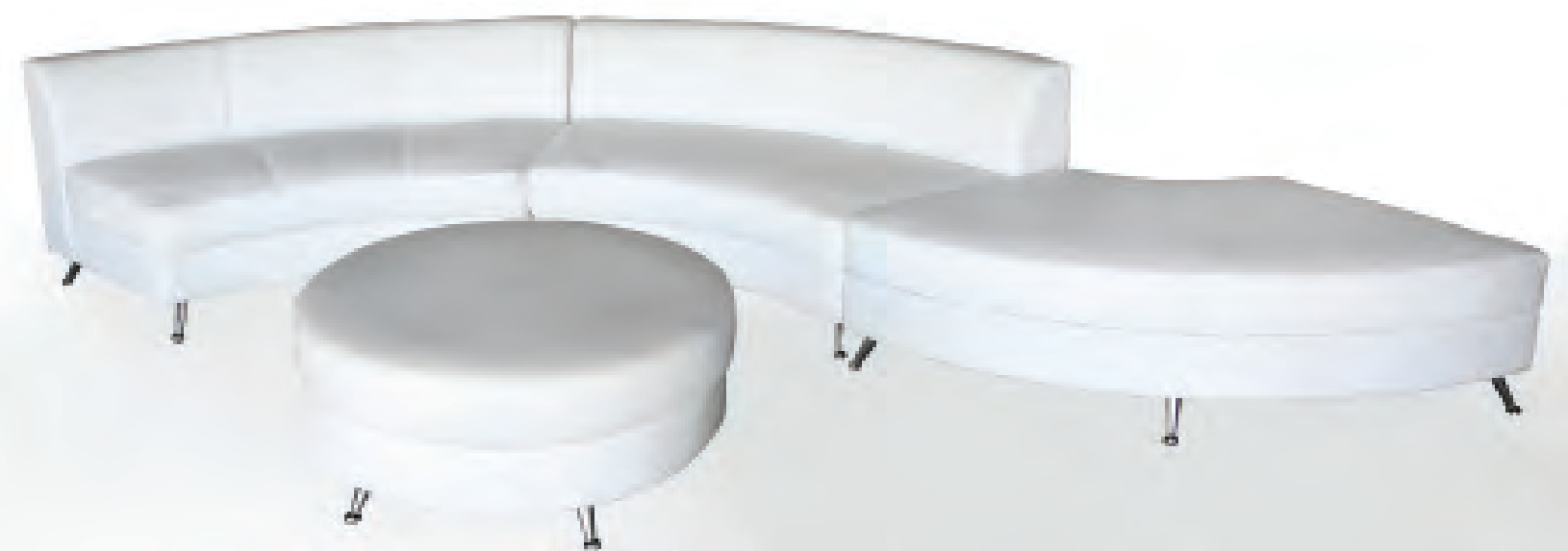
H-4 White Leather Sectional Corner
40"L x 40"D x 29"H



H-5 White & Chrome Modern Sofa
72"L x 31"D x 26"H



H-6 White & Chrome Modern Chair
35"L x 32"D x 27"H



LOUNGE

Contempo



I-1 Curved Sofa, White Leather
71"L x 34"D x 30"H



I-2 Curved Bench, White Leather
71"L x 34"D x 17"H



I-3 Round Ottoman, White Leather
40"L x 40"D x 17"H



I-4 Curved Sofa, Black Leather
71"L x 34"D x 30"H



I-5 Curved Bench, Black Leather
71"L x 34"D x 17"H



I-6 Round Ottoman, Black Leather
40"L x 40"D x 17"H



I-10 Da Vinci White & Chrome
Folding Sofa
74"L x 35"D x 36"H
Flat - 74"L x 48"D x 18"H



I-7 Cocktail Table, Chrome & Glass
45"L x 32"D x 18"H



I-8 End Table, Chrome & Glass
25"Diameter x 21"H



J-1B Black
Dynamic Chair
23"L x 24"D x 32"H



J-2G Green
Dynamic Chair
23"L x 24"D x 32"H



J-3O Orange
Dynamic Chair
23"L x 24"D x 32"H



J-4W White
Dynamic Chair
23"L x 24"D x 32"H

SEATING



K-12 Stage Chair
Mocha Leather
28"L x 26"D x 32"H



K-13 Black Tub Chair
25"L x 25"D x 33"H



I-9 Glove Chair
White Leather & Chrome
30"L x 30"D x 32"H



K-15 Black Tulip Chair
22"L x 19"D x 36"H



J-10 White Cube
18"L x 18"D x 17"H



J-11 Black Leather Cube
18"L x 18"D x 18"H



G-4 LED Glow Cube
Adjustable Colors
20"L x 20"D x 20"H





L-7W Table, White & Chrome
30"Diameter Top x 29"H



L-9WL Anaheim Chair
White Leather
18"L x 20"D x 36"H



L-9W White & Chrome Chair
16"L x 18"D x 31"H



M-5 Tall Bar Table
White & Chrome
30" Diameter x 42"H



M-6 Curve Bar Stool
White & Chrome
17"L x 18"D x 35"H



M-14 Crescent Stool
White & Chrome
22"L x 19"D x 40"H



L-12W White & Chrome
Bar Stool
16"L x 18"D x 42"H



L-18 White & Chrome Swivel Stool
15"L x 15"D x 25"-33"H



L-18B White Chrome Swivel
Stool (With Back)
23"L x 17"D x 42"H



L-19 Black & Chrome Swivel Stool
15"L x 15"D x 25"-33"H



L-20 Table, Chrome
30"Diameter Top x 29"H



L-21 Chrome Chair
24"L x 18"D x 29"H



L-22 Tall Bar Table, Chrome
28"Diameter x 42"H



L-23 Chrome Bar Stool
20"L x 16"D x 39"H



Table, Black

- K-1 24"Diameter Top x 29"H
- K-2 30"Diameter Top x 29"H
- K-3 36"Diameter Top x 29"H
- K-4 42"Diameter Top x 29"H



K-5 Black Euro Chair
22"L x 23"D x 28"H



K-6 Jet Black Chair
16"L x 18"D x 31"H



Tall Bar Table, Black

- K-7 24"Diameter Top x 42"H
- K-8 30"Diameter Top x 42"H
- K-9 36"Diameter Top x 42"H



K-10 Black Bar Stool
21"L x 20"D x 41"H



K-11 Jet Black Bar Stool
16"L x 18"D x 42"H



Table, Maple & Chrome

- L-1 30"Diameter Top x 29"H
- L-2 36"Diameter Top x 29"H



L-3 Maple & Chrome Chair
16"L x 18"D x 31"H



Tall Bar Table
Maple & Chrome

- L-4 30"Diameter Top x 42"H
- L-5 36"Diameter Top x 42"H



L-6 Maple & Chrome
Bar Stool
16"L x 18"D x 42"H



Table, Black & Chrome

- L-7 30"Diameter Top x 29"H
- L-8 36"Diameter Top x 29"H



L-9 Black & Chrome Chair
16"L x 18"D x 31"H



Tall Bar Table
Black & Chrome

- L-10 30"Diameter Top x 42"H
- L-11 36"Diameter Top x 42"H



L-12 Black & Chrome
Bar Stool
16"L x 18"D x 42"H



L-14 Table, Black & Glass
42" Square Top
(Rounded Corners) x 29"H



L-15 Table, Chrome & Glass
36"Diameter Top x 29"H



L-17 Tall Bar Table, Chrome & Glass
28"Diameter x 42"H



M-1 Chair, Black & Blue
20"L x 20"D x 32"H



M-2 Bar Stool, Black & Blue
20"L x 22"D x 45"H - Swivel



M-3 Chair, Black & Red
20"L x 20"D x 32"H



M-4 Bar Stool, Black & Red
20"L x 22"D x 45"H - Swivel



Gelato Table
24"Diameter x 31" to 40" Adjustable Height



M-7 White



M-8 Grey

M-9 Black



Scoop Chair
17"L x 22" to 33" Adjustable Height

M-10 Red

M-11 Grey

M-12 Black

M-13 White



Pedestal, Black

N-1 12"L x 12"D x 30"H
N-2 12"L x 12"D x 36"H
N-3 12"L x 12"D x 42"H



Pedestal, Grey

N-4 12"L x 12"D x 30"H
N-5 12"L x 12"D x 36"H
N-6 12"L x 12"D x 42"H



Pedestal, Black

N-7 18"L x 18"D x 36"H
N-8 18"L x 18"D x 42"H



Pedestal, Grey

N-9 18"L x 18"D x 36"H
N-10 18"L x 18"D x 42"H



Pedestal, White

N-15 18"L x 18"D x 36"H
N-16 18"L x 18"D x 42"H



N-11 Pedestal, Black
24"L x 24"D x 42"H



N-12 Pedestal, Grey
24"L x 24"D x 42"H



N-13 Black Pedestal
Storage Kiosk with sliding Tray &
Locking Door
24"L x 24"D x 42"H



N-14 White Pedestal
Storage Kiosk with sliding Tray &
Locking Door
24"L x 24"D x 42"H



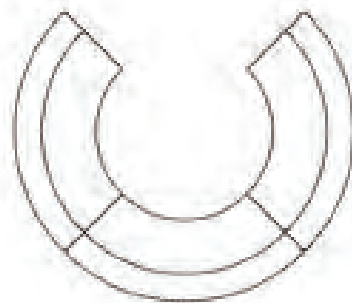
E-10 White Cube
With Optional Multi Plug Charging Station
20"L x 20"D x 20"H



O-1 Martini Bar
50"L x 50"D x 47"H



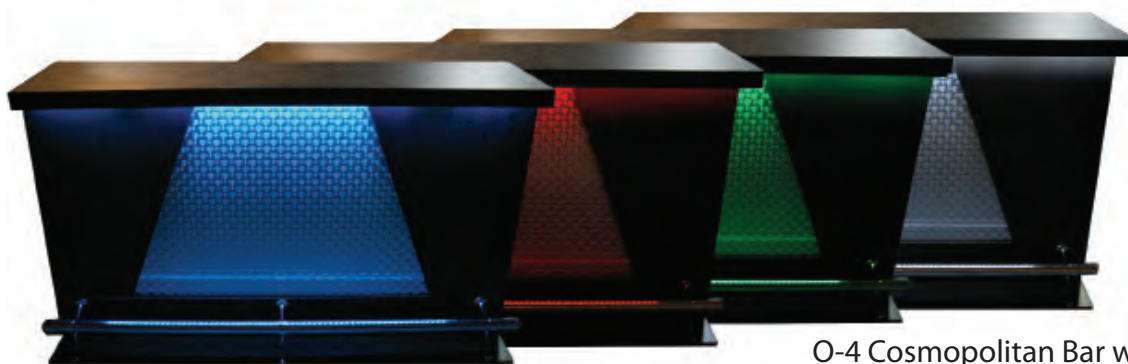
O-2 Martini Bar with colored
lighting option.
No Electric Required



Suggested Layout (3 Bars)



O-3 Cosmopolitan Bar
72"L x 27"D x 42"H



O-4 Cosmopolitan Bar with colored
lighting option. Electric Required



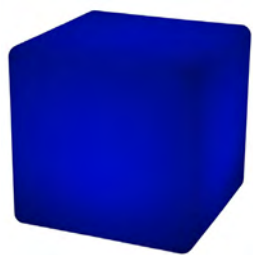
O-5 Reception Counter
48"L x 16"D x 42.5"H



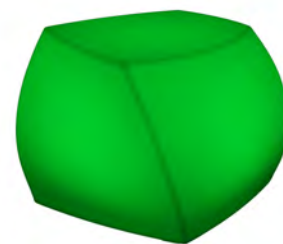
O-6 Contour Reception Counter
with Literature Holder - Black
45"L x 21"D x 41"H



O-7 Contour Reception Coun-
ter with Literature Holder - Grey
45"L x 21"D x 41"H



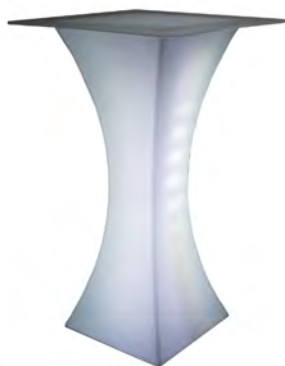
G-4 LED Glow Cube
20"L x 20"D x 20"H



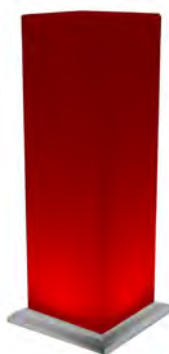
G-5 LED Glow Twisted Cube
22"L x 22"D x 17"H



LED GLOW Furniture with Adjustable Colors



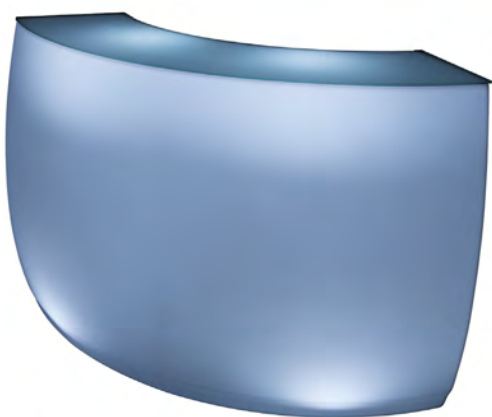
G-6 LED Glow Fluted Bar Table
26"L x 26"D x 43"H



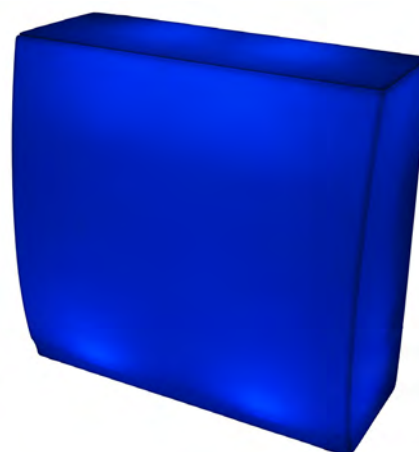
G-7 LED Glow Pedestal
12"L x 12"D x 38"H



G-8 LED Glow Cylinder Pedestal
15"Dia. x 38"H



G-9 LED Glow Curve Bar
64"L x 23"D x 42"H



G-10 LED Glow Straight Bar
48"L x 19"D x 42"H



LED GLOW



Conference Table, Maple
P-1 6 Ft.- 72"L x 36"D x 29"H
P-2 8 Ft.- 96"L x 48"D x 29"H



Conference Table, Mahogany
P-3 6 Ft.- 72"L x 36"D x 29"H
P-4 8 Ft.- 96"L x 48"D x 29"H
P-5 10 Ft.- 120"L x 48"D x 29"H



Conference Table, Honey Oak
P-6 6 Ft.- 72"L x 36"D x 29"H
P-6C 8 Ft.- 96"L x 36"D x 29"H



Conference Table, Black Oval
P-7 6 Ft.- 72"L x 36"D x 29"H
P-8 8 Ft.- 96"L x 48"D x 29"H
P-9 10 Ft.- 120"L x 48"D x 29"H



Conference Table, Grey Oval
P-10 6 Ft.- 72"L x 36"D x 29"H
P-11 8 Ft.- 96"L x 48"D x 29"H



Conference Table, Black & Glass
P-12 5 Ft.- 60"L x 36"D x 29"H



P-13 Chrome Table, Frosted Glass
53"L x 33"D x 29"H



P-14 Table, Honey Oak Round
42"Diameter Top x 29"H



P-15 Table, Mahogany Round
42"Diameter Top x 29"H



P-16 Conference Table, White
79"L x 36"D x 30"H



T-20 6.5' Montego Table
78"L x 35"D x 30"H



T-21 Montego Chair
20"L x 21"D x 34"H



Q-1 Leather Executive
25"L x 28"D x 43"H



Q-2 Mesh Executive
28"L x 23"D x 38"H



Q-3 White Leather Izzo
25"L x 28"D x 42"H



Q-4 Black Leather Izzo
25"L x 28"D x 42"H



Q-5 Black Jr. Executive
24"L x 25"D x 38"H



Q-6 Grey Jr. Executive
24"L x 25"D x 38"H



Q-7 Black Sled
24"L x 24"D x 32"H



Q-8 Grey Sled
24"L x 24"D x 32"H



Q-9 Black & Chrome Breuer
19"L x 23"D x 31"H



Q-10 Grey & Chrome Breuer
19"L x 23"D x 31"H



Drafting Stool
20"L x 23"D x 51"H Seat Height: 23"-33"
Q-11 Black
Q-12 Grey



Secretarial Chair
20"L x 23"D x 36"H Seat Height: 16"-21"
Q-13 Black
Q-14 Grey





O-8 Tall Computer Table
36"L x 30"D x 42"H



O-9 Computer Table
48"L x 30"D x 30"H



O-10 Parson Desk
48"L x 24"D x 29"H



O-11 Refrigerator
20"L x 20"D x 34"H



O-12 Coat Rack
21" Square Base x 68"H



O-13 Free Standing Mirror, Black
15"L x 71"H



O-14 Literature Stand,
6 Pocket
10"L x 9"D x 64"H



O-15 Literature Stand,
Silver Folding
11"L x 15"D x 60"H



O-16 Literature Stand,
Black Folding
11"L x 15"D x 60"H



iPad Stand
41"H x 14"Dia. Base
O-18 White
O-19 Black



R-1 Etagere, Black (Glass Shelves)
30"L x 14"D x 67"H



R-2 Etagere, Chrome (Glass Shelves)
30"L x 14"D x 67"H



Bookcase, 48"
36"L x 12"D x 48"H
R-3 Grey
R-4 Black



Bookcase, 72"
36"L x 12"D x 72"H
R-5 Grey
R-6 Black



Filing Cabinet, 2-Drawer
15"L x 25"D x 29"H
R-7 Grey
R-8 Black



R-9 Filing Cabinet, Black 4-Drawer
15"L x 25"D x 52"H



Storage Cabinet, 42"
36"L x 18"D x 42"H
R-10 Grey
R-11 Black



R-12 Storage Cabinet, Black 72"
36"L x 18"D x 72"H



S-1 Desk, Natural & Black
60"L x 30"D x 29"H



S-2 Credenza, Natural & Black
60"L x 20"D x 29"H



S-3 Desk, Honey Oak
60"L x 30"D x 29"H



S-4 Credenza, Honey Oak
66"L x 20"D x 29"H



S-5 Desk, Mahogany
60"L x 30"D x 29"H



S-6 Credenza, Mahogany
60"L x 20"D x 29"H



S-7 Desk, Grey
60"L x 30"D x 29"H



S-8 Credenza, Grey
60"L x 20"D x 29"H

ACCENT7 Tradeshaw & Event Furnishings

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v015.1_425

A-1 Black Suede Sofa \$425	I-4 Black Curve Sofa \$489	M-8 Grey Gelato Table \$225	Q-3 Wht/Leather Exec Chair \$276
A-2 Black Suede Loveseat \$385	I-5 Black Curve Bench \$316	M-9 Black Gelato Table \$225	Q-4 Blk/Leather Exec Chair \$276
A-3 Black Suede Chair \$270	I-6 Black Round Ottoman \$241	M-10 Red Scoop Chair \$172	Q-5 Blk Jr. Executive Chair \$190
A-4 Black Suede Bench \$241	I-7 Chrome/Glass Ckt Table \$201	M-11 Grey Scoop Chair \$172	Q-6 Grey Jr. Executive Chair \$190
A-5 Nickel/Glass Ckt Table \$178	I-8 Chrome/Glass End Table \$178	M-12 Back Scoop Chair \$172	Q-7 Black Sled Chair \$161
A-6 Nickel/Glass End Table \$161	I-9 Wht/Chrome Glove Chair \$282	M-13 White Scoop Chair \$172	Q-8 Grey Sled Chair \$161
A-7 Black Suede Corner \$270	I-10 Da Vinci White Sofa \$475	M-14 White Crescent Stool \$184	Q-9 Blk Chrome Breuer Chair \$144
A-8 Black Suede Armless \$270	J-1B Dynamic Black Chair \$144	N-1 12x12x30 Black Ped \$172	Q-10 Gry Chrome Breuer Chair \$144
A-9 Blk/Half Round Ottoman \$339	J-2G Dynamic Green Chair \$144	N-2 12x12x36 Black Ped \$184	Q-11 Black Drafting Stool \$172
A-10 Black/Glass Ckt Table \$178	J-3O Dynamic Orange Chair \$144	N-3 12x12x42 Black Ped \$195	Q-12 Grey Drafting Stool \$172
A-11 Black/Glass End Table \$161	J-4W Dynamic White Chair \$144	N-4 12x12x30 Grey Ped \$172	Q-13 Black Secretarial Chair \$144
A-12 Black Floor Lamp \$86	J-10 White Cube Ottoman \$109	N-5 12x12x36 Grey Ped \$184	Q-14 Grey Secretarial Chair \$144
B-1 Tan Suede Sofa \$425	J-11 Black Leather Cube \$109	N-6 12x12x42 Grey Ped \$195	R-1 Black Etagere \$184
B-2 Tan Suede Loveseat \$385	K-1 24" Black Table \$132	N-7 18x18x36 Black Ped \$207	R-2 Chrome Etagere \$184
B-3 Tan Suede Chair \$270	K-2 30" Black Table \$132	N-8 18x18x42 Black Ped \$218	R-3 48" Grey Bookcase \$150
B-4 Natural Ckt Table \$178	K-3 36" Black Table \$150	N-9 18x18x36 Grey Ped \$207	R-4 48" Black Bookcase \$150
B-5 Natural End Table \$161	K-4 42" Black Table \$178	N-10 18x18x42 Grey Ped \$218	R-5 72" Grey Bookcase \$172
B-6 Green Suede Ottoman \$150	K-5 Black Euro Chair \$120	N-11 24x24x42 Black Ped \$230	R-6 72" Black Bookcase \$172
B-7 Green Suede Chair \$270	K-6 Jet Black Chair \$120	N-12 24x24x42 Grey Ped \$230	R-7 2-Dr Grey File Cabinet \$150
C-1 Black Leather Sofa \$425	K-7 24" Black Tall Bar Table \$172	N-13 24x24x42 Black w/ Tray \$316	R-8 2-Dr Black File Cabinet \$150
C-2 Black Leather Loveseat \$385	K-8 30" Black Tall Bar Table \$172	N-14 24x24x42 White w/ Tray \$316	R-9 4-Dr Black File Cabinet \$165
C-3 Black Leather Chair \$270	K-9 36" Black Tall Bar Table \$184	N-15 18x18x36 White Ped \$207	R-10 42" Grey Storage Cabinet \$165
C-6 Black/Chrome Lamp \$86	K-10 Black Barstool \$150	N-16 18x18x42 White Ped \$218	R-11 42" Black Storage Cabinet \$165
D-4 Black Cube Ckt Table \$184	K-11 Jet Black Bar Stool \$172	O-1 Martini Bar \$875	R-12 72" Black Storage Cabinet \$195
D-5 Black Round Ckt Table \$184	K-12 Mocha Stage Chair \$161	O-2 Martini Bar (w/ Light Kit) \$975	S-1 Natural/Black Desk \$405
D-6 Black Cube End Table \$167	K-13 Black Tub Chair \$241	O-3 Cosmopolitan Bar \$857	S-2 Natural/Black Credenza \$360
E-1 White Southbeach Sofa \$512	K-15 Black Tulip Chair \$172	O-4 Cosmo Bar (w/ Light Kit) \$975	S-3 Honey Executive Desk \$405
E-2 White Southbeach Chair \$328	L-1 30" Maple Table \$150	O-5 Reception Counter \$236	S-4 Honey Credenza \$360
E-3 White Southbeach Bench \$241	L-2 36" Maple Table \$161	O-6 Black Contour Reception \$385	S-5 Mahogany Desk \$405
E-4 Red Southbeach Sofa \$512	L-3 Maple/Chrome Chair \$144	O-7 Grey Contour Reception \$385	S-6 Mahogany Credenza \$360
E-5 Red Southbeach Chair \$328	L-4 30" Maple Tall Bar Table \$178	O-8 42" h Computer Table \$225	S-7 Grey Executive Desk \$405
E-6 Red Southbeach Bench \$241	L-5 36" Maple Tall Bar Table \$184	O-9 30" h Computer Table \$201	S-8 Grey Credenza \$360
E-7 White Square Ckt Table \$172	L-6 Maple/Chrome Bar Stool \$172	O-10 Parson Desk \$225	T-20 Montego Conf. Table \$632
E-9 White End Table \$161	L-7 30" Black/Chrome Table \$138	O-11 Refrigerator \$201	T-21 Montego Chair \$178
E-10 White Cube End / Charger \$225	L-7W 30" White/Chrome Table \$138	O-12 Coat Rack \$115	
F-1 Barcelona Chair Red \$362	L-8 36" Black/Chrome Table \$155	O-13 Black Mirror \$150	
F-2 Barcelona Ottoman Red \$184	L-9 Black/Chrome Chair \$144	O-14 Literature Stand \$126	
F-3 Barcelona Chair White \$362	L-9W White / Chrome Chair \$144	O-15 Silver Folding Lit. Stand \$167	
F-4 Barcelona Ottoman White \$184	L-9WL White Anaheim Chair \$144	O-16 Black Folding Lit. Stand \$167	
F-5 Barcelona Chair Black \$362	L-10 30" Blk/Chrome Tall Bar T \$178	O-18 Ipad Stand - White \$126	
F-6 Barcelona Ottoman Black \$184	L-11 36" Blk/Chrome Tall Bar T \$184	O-19 Ipad Stand - Black \$126	
G-1 Red Swirl Melrose Sofa \$512	L-12 Black/Chrome Bar Stool \$172	P-1 6' Maple Conf. Table \$351	
G-2 Red Swirl Melrose Chair \$328	L-12W White / Chrome Bar Stool \$172	P-2 8' Maple Conf. Table \$445	
G-3 Red Swirl Melrose Bench \$241	L-14 Black/Glass Table \$155	P-3 6' Mahogany Conf. Tbl \$351	
G-4 LED Glow Cube \$185	L-15 Chrome/Glass Table \$150	P-4 8' Mahogany Conf. Tbl \$445	
G-5 LED Glow Twist Cube \$195	L-17 Chrome/Glass Tall Bar Tb \$195	P-5 10' Mahogany Conf. Tbl \$569	
G-6 LED Fluted Bar Table \$245	L-18 Wht/Chrome Swivel Stool \$150	P-6 6' Honey Oak Conf. Tbl \$351	
G-7 LED Glow Pedestal \$235	L-18B Wht Swivel Stool w/ Back \$184	P-6C 8' Honey Oak Conf. Tbl \$475	
G-8 LED Cylinder Pedestal \$235	L-19 Blk/Chrome Swivel Stool \$150	P-7 6' Black Conf. Table \$333	
G-9 LED Glow Curve Bar \$975	L-20 30" Chrome Table \$155	P-8 8' Black Conf. Table \$445	
G-10 LED Glow Straight Bar \$875	L-21 Chrome/Chrome Chair \$144	P-9 10' Black Conf. Table \$569	
H-1 Black Sectional Loveseat \$448	L-22 30" Chrome Tall Bar Tbl \$184	P-10 6' Grey Conf. Table \$333	
H-2 Black Sectional Corner \$328	L-23 Chrome/Chrome Bar Stool \$172	P-11 8' Grey Conf. Table \$445	
H-3 White Sectional Loveseat \$448	M-1 Blue/Black Chair \$144	P-12 36x60 Glass Table \$316	
H-4 White Sectional Corner \$328	M-2 Blue/Black Bar Stool \$172	P-13 Frosted Glass Table \$443	
H-5 Wht/Chrm Modern Sofa \$475	M-3 Red/Black Chair \$144	P-14 42" Dia. Honey Table \$241	
H-6 Wht/Chrm Modern Chair \$275	M-4 Red/Black Bar Stool \$172	P-15 42" Dia. Mahogany Table \$241	
I-1 White Curve Sofa \$489	M-5 30" Wht/Chrome Tall Bar \$178	P-16 6.5' White Conf. Table \$545	
I-2 White Curve Bench \$316	M-6 White Curve Bar Stool \$184	Q-1 Leather Executive Chair \$225	
I-3 White Round Ottoman \$241	M-7 White Gelato Table \$225	Q-2 Mesh Executive Chair \$225	

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Close Date:	_____
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ACCENT will send an email or fax confirmation of your order, once we receive and reserve the product for your show.

Item #	Description	Qty	Price	Total

Credit Card Information	
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Exp. Date: _____	Security Code # _____
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AMEX	Discover
Cardholders Name: _____	
(Please Print)	
Cardholders Signature: _____	

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MISCELLANEOUS _____
SUBTOTAL _____
TAX _____
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- Orders received within 14 days of event are subject to a 20% Late Fee.
- 25% cancellation will be applied if canceled 7 days prior to event opening
- Check or Credit Card must accompany order.
- 100% cancellation will be applied if canceled on day of deliver.
- All showsite orders are subject to a 25% service charge.
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