HANGING SIGNS



Attention Getting ● High Visibility ● Great Branding

Easy ● Cost Effective Rental ● Durable Dye Sublimation Graphics



	CIRC	LE DESIGN	
Code	Size	Discount*	Regular
69140	10' x 48"	4537.50	6352.50
69142	16' x 48"	7211.60	10096.25

EZ Ordering

All Kits Include:

- Dye sublimation printed fabric pillow case
- Rental frame
- Blockout liner
- · Carrying case
- Basic harness
- Delivery to showsite
- Weighs under 75 pounds
- Rigging not included



	SQUA	RE DESIGN	
Code	Size	Discount*	Regular
69143	10' x 48"	5517.60	7724.65



	TRIANG	ULAR DESIGN	
Code	Size	Discount*	Regular
69144	10' x 48"	4464.90	6250.85



	WA	/E DESIGN	
Code	Size	Discount*	Regular
69145	10' x 48" Single	1966.25	2752.75
69146	10' x 48" Double	2695.00	3773.00

Call today to order! 404-720-8652

- $^{\circ}$ Additional shapes and sizes available
- Artwork requirements available

Discount deadline: Thursday, September 17, 2015

*Artwork, hanging sign order and payment authorization form must be received by

the Discount Deadline to receive discount pricing.



 Exhibit Solutions Phone:
 404 - 720 - 8652

 Exhibit Solutions Fax:
 404 - 720 - 8757

Customer Service Email: <u>ESSRentals@Shepardes.com</u>

Event Code: T133411015

October 15 - 17, 2015

Kay Bailey Hutchison Convention

Center - Dallas, Texas

CEDIA EXPO

Company Name:	Booth #:	Subtotal	\$
Contact Name:	Phone #:	8.250% Tax*:	\$
Authorized Signature:		Amount Due:	\$

Signature also indicates you read and accept the Payment Policy and Terms and Conditions.

Must meet discount criteria above to receive discounted pricing. Payment Authorization must be completed and returned with order. Cancellations will only be accepted in writing 7 days prior to move-in if graphics have not been produced. Cancellations will not be accepted once graphic artwork has been submitted and approved for production.



HANGING SIGNS 101

CEDIA EXPO

GUIDELINES AND SERVICE CONTRACTOR RESPONSIBILITIES

- Shepard Exposition Services certified riggers ONLY will be allowed in aerial lifts.
- Shepard Exposition Services employees are ONLY personnel allowed to operate mechanized equipment
- Shepard Exposition Services certified riggers must assemble and disassemble ALL overhead rigging including:
 - *Overhead Truss
 - * Attachment and removal of light fixtures for truss or signs
 - * Assembly of hanging sign frame and graphics
 - * Additional installation required for chain motors, span sets and other packages.
- Shepard Exposition Services certified riggers must install and remove ALL hanging materials that will be flown overhead.
- Exhibitors are REQUIRED to include hanging/setup instructions and orientation diagrams in advance.
- All ceiling rigging must conform to Show Management rules and regulations and facility limitations. Hanging signs are only permitted for island booths where all sides are 20' or longer.
- There is no minimum or maximum height requirements for the sign other than ceiling height.
- Overhead hanging signs are to be sent in a separate container directly to the advance warehouse using the Advance Hanging Sign shipping label included in this manual. The container must arrive no later than advance warehouse deadline date. If these procedures are not followed, Shepard Exposition Services cannot guarantee the hanging of your sign and additional fees will apply.
- Structures weighing over 200 lbs. per point must have a rigging plot plan approved in advance.
- Electrical signs must be in working order and in accordance with the National Electrical Code. Electrical services must be ordered through the Electrical Service Provider (form included in manual).

CHECKLIST FOR ORDERING HANGING SIGNS

	(OR Third Party Payment Authorization Form) (OR Third Party Payment Authorization if paying for this service on behalf of Order Assembly Labor to have your sign built by Shepard Certified Ri. (Fill out top section of the Hanging Sign Overhead Rigging Form) Order Install and Dismantle for all Hanging Signs, Truss and Motors	9
	Order any necessary Chain Motors, Rotating Motors and Truss (Remember to place separate electrical order to power any motors!) Submit Diagrams with orientation, dimensions and placement for AL that will be flown overhead.	L materials
	Package Hanging Sign(s) in a separate container from exhibit materi	als
	Label Hanging Sign(s) using the Hanging Sign Shipping Label from the	nis service manual
П	Ship Hanging Sign(s) to the Advanace Warehouse by:	Monday, October 05, 2015

(Shepard

HANGING SIGN SHIPPING LABELS

CEDIA EXPO

HANGING SIGN SHIPPING ADDRESS LABELS

HANGING SIGN: If you have a sign or anything (truss, etc.) that has been approved to hang from the ceiling, send it to the advance shipping warehouse address. Hanging items must be identified and readily available since they are installed first, before the show floor becomes encumbered by freight.

	(Ĉ) Sh	epard ADVANCE WAREHOUSE	
R		HANGING SIGN	
	TO:	(EVERDITIVE OF MANE)	_
U	Booth #:	(EXHIBITING CO. NAME)	_
		c/o UPSF/Shepard Exposition Services	
a		4666 Duncanville Rd	
		Dallas, TX 75236	
TT		Delivery Hours: M-F, 8-4:30 PM	
7.7.4	For:	CEDIA EXPO	
		First day freight can arrive w/o a surcharge:	
		September 17, 2015	
		Last day freight can arrive w/o a surcharge:	
		October 5, 2015	

	(♣) SI	ADVANCE WAREHOUSE
D		HANGING SIGN
A	TO:	
		(EXHIBITING CO. NAME)
TT	Booth #:	
		c/o UPSF/Shepard Exposition Services
		4666 Duncanville Rd
S		Dallas, TX 75236
		Delivery Hours: M-F, 8-4:30 PM
H	For:	CEDIA EXPO
		First day freight can arrive w/o a surcharge:
		September 17, 2015
		Last day freight can arrive w/o a surcharge:
		October 5, 2015



HANGING SIGN OVERHEAD RIGGING

CEDIA EXPO

October 15 - 17, 2015

Shepard Exposition Services 603 W. Landstreet Rd. Orlando, FL 32824

Kay Bailey Hutchison Convention Center - Dallas, Texas

Customer Service Phone: (407) 888-9669 Customer Service Fax: (407) 888-2301

Event Code: T133411015

Customer Service Email: orlando@shepardes.com Discount Deadline: September 24, 2015

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69151		OT	138.75	180.40	\$	69154		OT	138.75	180.40	\$
69152		DT	181.25	235.65	\$	69155		DT	181.25	235.65	\$
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T - Do	ubletime:	All other hou	urs and holida	ays	•				Estimated A	Amount Due:	\$
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Orders cancelled without written notice 48-hours prior to move-in will be charged a one (1) hour cancellation fee.

* All tax rates are subject to change.



OVERHEAD RIGGING EQUIPMENT

CEDIA EXPO

October 15 - 17, 2015

1531 Carroll Drive NW, Atlanta GA 30318

Exhibit Solutions Phone: 404-720-8652
Exhibit Solutions Fax: 404-720-8757

Exhibit Solutions Email: ESSRentals@shepardes.com

Kay Bailey Hutchison Convention Center - Dallas, Texas

Event Code: T133411015

Discount Deadline: September 24, 2015

RIGGING GUIDELINES

- All ceiling rigging must conform to Show Management rules and regulations and facility limitations.
- All overhead rigging/hanging must be assembed, installed, and removed by Shepard Exposition Services certified riggers.
- •Overhead hanging signs are to be sent in a separate container directly to the advance warehouse using the Advance Hanging Sign shipping label included in this manual. The container must arrive no later than advance warehouse deadline date. If these procedures are not followed, Shepard Exposition Services cannot guarantee the hanging of your sign.
- •Electrical signs must be in working order and in accordance with the National Electrical Code. Electrical services must be ordered through the Electrical Service Provider (form included in manual).
- Exhibitors are REQUIRED to include hanging/setup instructions and orientation diagrams in advance. Please submit with form or via email.
- •Structures weighing over 200 lbs. per point must have a rigging plot plan approved in advance.

MISCELLANEOUS EQUIPMENT

Code OTV

Code	QTY	ltem	Discount	Regular	Amount
69017		One Ton Hoist/Chain Motor	467.50	701.25	
69016		Half Ton Hoist/Chain Motor	412.50	618.75	
69101		1/4 Ton Hoist/Chain Motor	247.50	371.25	
69019		Rotating Motor 500 LB Limit	440.00	660.00	
69020		Rotating Motor 200 LB Limit	247.50	371.25	
		Rotate Clockwise			
		Rotate Counterclockwise			

12" Silver Box Truss (Per FT)	22.00	33.00	
12" Black Box Truss (Per FT)	22.00	33.00	
3			
)			
12" Silver Corner Block	82.50	123.75	
12" Black Corner Block	110.00	165.00	
Design Fee (Hourly)	137.50	178.75	
	12" Black Box Truss (Per FT) s s) 12" Silver Corner Block 12" Black Corner Block	12" Black Box Truss (Per FT) 22.00 12" Silver Corner Block 82.50 12" Black Corner Block 110.00	12" Black Box Truss (Per FT) 22.00 33.00 12" Silver Corner Block 82.50 123.75 12" Black Corner Block 110.00 165.00

Discount Regular Amount

Additional Equipment and Supplies may be ordered and will be available onsite to use as needed to ensure structural integrity of the sign.

For further information, to request a design/scaled plot, or to place additional orders please contact Shepard's Exhibit Solutions Sales Department at:

ESSRentals@shepardes.com

PLACEMENT DIAGRAM

Please use the diagram below to illustrate the placement of your hanging sign(s), motors and/or truss.

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SIGN D	ESCRIPTI	ON, SIZE & V	VEIGHT
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For all hanging signs (excluding banners), please provide detailed drawing (DWG or PDF if available) so hanging anchor points can be determined.

Тур	e:	Sha	ape:	Size:		
	Cloth		Square	Height:		
	Wood		Triangle	Length:		
	Metal		Rectangle	Width:		
	Truss		Other	Weight:		
	Other		•		<u> </u>	
Ad	ditional Notes/Descr	ripti	on:			

Please complete the following:		Subtotal: \$
Company Name:	Booth #:	8.250% Tax*: \$
Contact Name:	Phone #:	Amount Due: \$
Authorized Signature		

Signature also indicates you read and accept the Payment Policy and Terms and Conditions.

Must order by discount deadline date to receive discounted pricing. Payment Authorization must be completed and returned with order.

Orders cancelled without written 48-hour notice will be charged a one (1) hour cancellation fee.

* All tax rates are subject to change.