



Experience the
MOVEMENT



2023 Exhibitor Kit

July 14–15, 2023 • Los Angeles, CA • ideafit.com/world



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Quick Facts

Dear Exhibitor,
 RPMXPO is pleased to have been chosen as the Official General Service Contractor for **2023 IDEA World**. 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. If you need assistance, please contact the Customer Service Department at 770-686-6512.

All questions regarding the convention's policies and event schedules should be directed to:
 IDEA Health & Fitness Association
 Vivian Griggs
 Email: event@ideafit.com
 Web: https://www.ideafit.com

All questions regarding space assignments, display limitations shipping, storage, furniture rental, labor, and other services should be directed to:
 RPMXPO
 242 Westfork Court, Suite A
 Lithia Springs, GA 30122
 Phone: (678) 742-7310
 Fax: (770) 679-8751

Included in this service kit are order forms for various items that you may require. These RPMXPO forms are to be returned to our office and the other forms to the specific contractor who is providing the service. Please review these forms and submit your orders as early as possible.

10' x 10' Booth Includes: You will receive the following items if your booth is located anywhere other than the Healthy Living Pavilion	10' X 10' Healthy Living Pavilion Booth Includes: You will receive the following items if your booth is located in the Healthy Living Pavilion
<ul style="list-style-type: none"> 8 ft. High Blue/Gold Draped Back Wall 3 ft. High Blue Draped Side Rails (1) 6'x30" Blue Draped Table (2) Side Chairs (1) Wastebasket (1) 7"x44" Booth ID Sign 	<ul style="list-style-type: none"> 8 ft. High Green/White Draped Back Wall 3 ft. High Green Draped Side Rails (1) 6'x30" White Draped Table (2) Side Chairs (1) Wastebasket (1) 7"x44" Booth ID Sign

Electrical outlets are **NOT** included with the booth space. Complete the order form on page 61 if your booth requires power.

NOTE: The exhibit floor is NOT carpeted.

The Premium Aisles will be carpeted in Red

The Regular Aisles will be carpeted in Tuxedo (black & white mix)

If you wish to rent carpet for your booth space, please complete the order form on page 42

PLEASE NOTE:

All order forms for utility, A/V, floral, etc. services NOT provided by the General Service Contractor, RPMXPO, should be faxed to the number listed on the respective form. Please do not send them to RPMXPO.

Important Deadlines

Advance Price Discount Deadline for all RPMXPO orders.....	Friday, June 9, 2023
First day on target shipments to arrive at the warehouse without a surcharge	Friday, June 9, 2023
Last day on target shipments to arrive at the warehouse without a surcharge	Friday, June 30, 2023
Last day off target shipments to arrive at the warehouse WITH a 25% surcharge	Friday, July 7, 2023
First day freight can arrive at show site	8:00 am on Tuesday, July 11, 2023



Quick Facts - continued

Exhibit Show Schedule

Tuesday, July 11, 2023	Exhibitor Move-in	8:00 am - 5:00 pm
Wednesday, July 12, 2023	Exhibitor Move-in	8:00 am - 5:00 pm
Thursday, July 13, 2023	Exhibitor Move-in	8:00 am - 5:00 pm
Friday, July 14, 2023	Show Hours Unopposed by Sessions (busiest time)	10:00 am - 5:00 pm 11:30 am - 2:30 pm
Saturday, July 15, 2023	Show Hours Unopposed by Sessions (busiest time)	10:00 am - 5:00 pm 11:30 am - 2:30 pm
Saturday, July 15, 2023	Exhibitor Move-out	5:00 pm - 9:00 pm
Sunday, July 16, 2023	Exhibitor Move-out	8:00 am - 3:00 pm

PLEASE NOTE:

- Exhibits may not be dismantled prior to 5:00 pm on Saturday, July 15, 2023.
- All Exhibits must be dismantled and removed by 3:00pm on Sunday, July 16, 2023.

Driver Check In

Saturday, July 15, 2023	7:00 pm
Sunday, July 16, 2023	1:00 pm
Freight not checked in will result in being re-consigned through ABF Freight, the official carrier.	

Shipping Addresses

Shipments to Advance Warehouse:	Direct to Show Site:
To avoid an off target surcharge: Shipments must arrive no later than 6/30/23 Shipments received after 6/30/23 are subject to a 25% surcharge, unless shipping via ABF Freight Shipments will not be accepted if delivered after 7/7/23	Shipments will not be accepted if delivered before 07/11/23
IDEA World ABF Freight c/o RPMXPO 8001 Telegraph Road Pico Rivera, CA 90660 Phone Number: 702-457-6728	IDEA World Los Angeles Convention Center c/o RPMXPO 1201 S Figueroa St Los Angeles, CA 90015

Noise / Sound Restrictions

Noise Level in Booths:

Operation of sound devices is only allowed if the exhibitor complies with IDEA's on-site discretion of volume. Any exhibitor not complying with these restrictions faces immediate removal from the show and/or jeopardizes consideration for space at future IDEA events. Exhibits which include the operation of musical instruments, radios, sound equipment (demonstration microphones), public address systems, or any machines, must be conducted or arranged so that the noise resulting from the demonstration will not annoy or disturb adjacent exhibitors and their patrons, nor cause the aisles to be blocked. Speakers and other sound devices should be positioned so as to direct sound into the booth rather than into the aisle. **Noise must be held to a 75-decibel maximum at all times.** Show Management will monitor the 75-decibel regulation on-site. Sound that exceeds 75 decibels measured at the edge of an exhibitor's booth is considered objectionable and will not be allowed.

Sound:

Exhibitors may use sound equipment in their booths as long as the noise level does not disrupt the activities of neighboring exhibitors. Speakers and other sound devices should be positioned so as to direct sound into the booth rather than into the aisle. Any sound that exceeds 75 decibels measured at the edge of an exhibitor's booth is considered objectionable and will not be allowed.

General Rules and Regulations:

- Loudspeakers of any kind must be directed toward the interior of the exhibitor's exhibit space. Speakers may not face aisles or other exhibitors' booths.
- The maximum noise level allowed at booth is 75 decibels
- Exhibitors must take every effort to respond to neighboring exhibitors' complaints concerning noise, sound and/or vibration nuisances.
- Show Management will intervene if necessary, and reserves the right to shut down exhibits deemed objectionable by Show Management.
- Exhibitors are subject to laws governing the use of copyrighted compositions. Please contact ASCAP, BMI, or SESAC with questions.

Noise/Sound Level Monitoring Penalties:

Show Management will regularly visit all exhibitor's booths to monitor the decibel level during exposition hours. Measurements will be taken at the edge of an exhibitor's booth.

First Warning – The exhibitor shall be issued a verbal warning indicating a violation has occurred and instructing the exhibitor to immediately lower and maintain the noise level.

Second Warning – The exhibitor shall be issued a written warning indicating a violation has occurred and instructing the exhibitor to immediately lower and maintain the noise level. This written warning will be kept on record and will come into consideration during the booth placement process for the next year.

Third Warning – The source of the noise shall be shut off for a maximum of one (1) hour.

Fourth and Final Warning– Show Management will shut power off to the source of the noise for the remainder of the exposition. There will be no refund, in whole or in part, of any exhibit fees or electrical service.

IDEA World FAQ'S

1. Can I tear down my booth early?

- No, each booth must remain staffed until 5:00 pm, Saturday, July 15th. Please schedule your staff's travel arrangements so at least one person will be available to dismantle your booth. Booth's may not be dismantled prior to this date and time per your contract.

2. What are the height restrictions for my booth structure & hanging signs?

- If you have an island booth, you may extend 16' high. Any booth smaller than an island booth may not extend above 8' tall. Hanging signs are only available for island booths & will be 16' from the floor to the bottom of the sign (unless approved in advance by show management, this is not guaranteed).

3. Am I allowed to bring my material in myself?

- You may bring your materials in yourself only if you are able to physically hand carry them in without the use of handcarts, machinery, or wheels with one man/one trip.

4. Can I set my booth myself?

- If you plan on setting your booth up yourself, you may do so if you are a full time employee of the company, and you can do so without the use of tools with a 30 minute time limit.

5. Is material handling mandatory?

- Yes, material handling is a standard procedure and all exhibitors are required to pay a material handling fee for any materials coming to or from the loading dock. Material handling is a round-trip fee therefore, RPMXPO will handle your shipments on the outbound as well for no additional costs.

6. How many booth staff personnel am I allowed with my exhibit booth purchase?

- You will receive as many complimentary exhibit booth badges as you like. These badges include admission into the IDEA World Fitness & Nutrition Expo. You will receive a separate email for your badge submission from Vivian Griggs. If you have any additional questions, please contact Vivian at event@ideafit.com.

7. What comes with my booth?

- Each 10'x10 booth comes with the following items:
 - 8' High back wall drape
 - 3' High side rail drape
 - (1) 6'x30" Skirted table
 - (2) Plastic contour chairs
 - (1) Wastebasket
 - (1) 7"x44" ID sign with company name and booth number
- If you have an island booth, you will need to order back wall and side rail drape if needed. These items do not come standard with an island booth. You may order these items by using the Back Drape / Side Rail Order Form.

8. What are my options when ordering through RPMXPO?

- You may order online at RPMXPO.boomerecommerce.com or you may print and fax your order to RPM at 678-742-7310.
- Unfortunately; we do not accept orders via telephone to ensure we have accurate information provided by the exhibitor and to submit signatures and paper copies to exhibitor files.

9. Are there any guidelines I need to follow when constructing my booth?

- Our overall goal is to accommodate all exhibitors and maintain a just and equitable show floor for everyone in the exhibit hall without trespassing or overshadowing surrounding exhibitors visually or audibly. Specific guidelines are located in IDEA's Rules & Regulations (pages 13-16). Please also see the Exhibit Hall Display Rules (pages 9-12).

IDEA World FAQ'S

10. How can I cut down on my overall costs of exhibiting?

- The most effective way to cut costs is to order in advance! We cannot stress enough the importance of receiving the discount rates versus the standard or on-site rates; you can save 25% or more by doing so.
- Avoid sending multiple shipments if possible. Material handling rates are per shipment, which means each shipment you send will be billed as a 200 pound minimum unless it weighs less than 50 pounds; in this case, you will be billed for each small package received.
- When scheduling labor; pay close attention to the time frames that are considered overtime such as weekend, holidays, or labor that continues past 4:30pm. Maintaining your labor on straight time can also help save you money.

11. I have my own carpet and furnishing, can I use these?

- You may bring your own carpeting and furnishings; please keep in mind that if you ship, or drive a personally owned vehicle (POV) to deliver these items you will still be submit to paying the material handling fees. The only exception would be to physically hand carry your items with the one man/one trip without the use of any wheels or machinery.

12. What expenses should I keep in mind when budgeting for the shows?

- Exhibit Space Rental
- Travel & lodging expenses for staff
- Furnishing and providing a floor covering for the booth space
- Shipping and material handling fees for when the shipment arrives.
- Electrical, internet, and/or audio visual equipment
- Cleaning, and/or vacuuming of your booth space

13. What is the safest and most efficient way to get my materials to the show?

- Reading all the material handling and shipping instructions on pages 28-29 of the exhibitor kit is very important to ensure you follow the appropriate steps.
- Always make sure your company name, booth number, and the name of the show are on your shipments.
- When selecting your carrier, please keep in mind that RPMXPO does not handle the actual shipping and you will need to schedule the inbound and outbound shipping of your materials.

14. Are there any Sponsorship and Advertising availabilities?

- Yes! Please contact Steve Roth (sroth@ideafit.com), Sales Manager at IDEA Health & Fitness Association for more details.

15. Where should I book my hotel?

IDEA has hotel blocks at several hotels including the JW Marriott at LA Live.
900 W. Olympic Blvd
Los Angeles, CA 90015

To view hotels and book your hotel room please visit:

<https://www.ideafit.com/fitness-conferences/2023-idea-world/travel-information/>

Please note: Neither IDEA nor any of its affiliates will contact you to make a hotel room reservation. Please do not give payment information to any person or company who calls you to make a hotel reservation. You should only make reservations within the IDEA Room Block by using the link above.

IDEA World FAQ'S

16. What is a refrigerated label?

- If you are shipping refrigerated freight to the show you will want to use the refrigerated label to identify that product as refrigerated freight upon arrival to the conference site. You can find this label on page #41. This is not to be used in place of your carriers shipping labels, this is just to mark the freight to be delivered to the correct location. If you are bringing your items in a personally owned vehicle/van, you will still need to attach this label to the pieces you need to be refrigerated. The loading dock will be staffed by freight personnel whom you can inform of the marked pieces that will be refrigerated when you arrive. ****PLEASE NOTE REFRIGERATED ITEMS MAY ONLY BE SHIPPED DIRECTLY TO SHOW SITE**** Items stored in the refrigerated unit will be billed a \$500 set-up fee and ½ hour labor each time you need to retrieve these items. There will be a service desk for the full duration of the show which you can visit to request your needed materials.

Refrigerated items are still subject to standard material handling rates.

17. Is my company responsible for supplying Warewashing Facilities (3-Compartment Sinks)?

- No, your company is not. The event organizer will supply an adequate amount of warewashing sinks to meet health department regulations. These sinks will be centrally located for all food vendors to utilize.

18. What is the Marshalling Yard?

The Marshalling Yard serves as the initial gathering place for exhibits en route to a tradeshow. It is used as a staging area for trucks delivering and/or picking shipments up at show site. This is to avoid congestion at the loading docks on site. Anyone delivering and/or picking up a shipment will need to sign in at the Marshalling Yard, and will then be directed to the loading docks on site. See the Marshalling Yard address and hours are listed below.

Marshalling Yard Address:

Check in at the bottom of the West Hall Ramp

Marshalling Yard hours for the show move in:

Tuesday, July 11th from 8am to 5pm
Wednesday, July 12th from 8am to 5pm

Marshalling Yard hours for the show move out:

Saturday, July 15th from 5pm to 9pm
Sunday, July 16th from 8am to 3pm



Exhibit Hall Display Rules & Regulations: **IDEA World**

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In-Line Booth

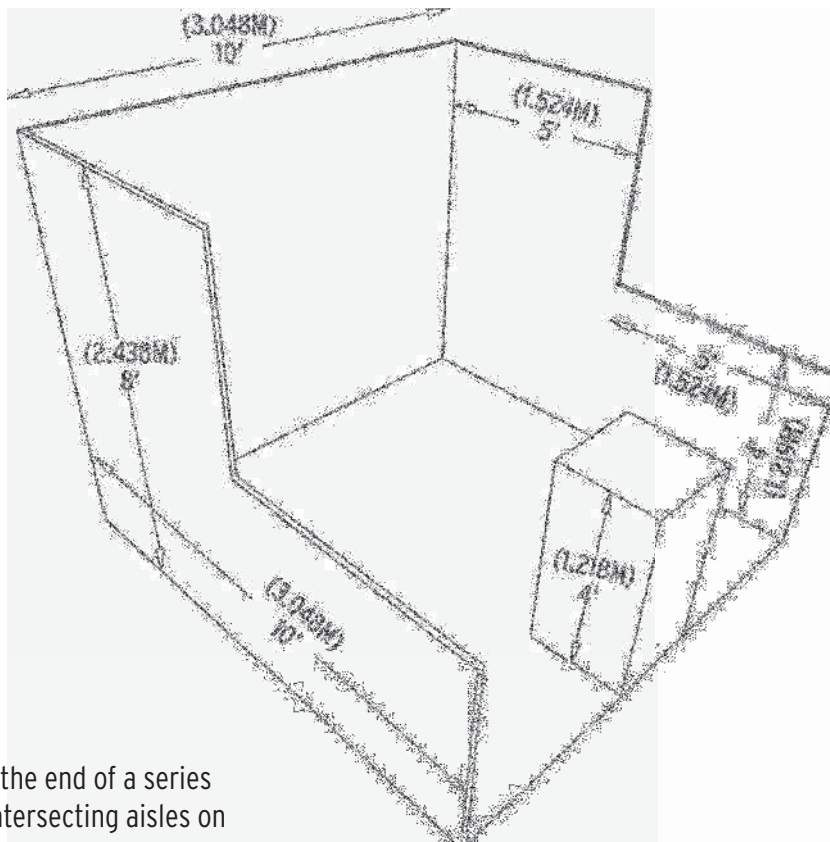
In-Line Booths are generally arranged in a straight line and have neighboring exhibitors on their immediate right and left, leaving only one side exposed to the aisle.

Dimensions

In-Line Booths are 10 feet wide x 10 feet deep with a maximum back wall height of 8 feet tall in the rear half of the booth space, and a 4 feet tall height restriction placed on all materials in the remaining space forward to the aisle.

Use of Space

Regardless of the number of In-Line Booths utilized (IE: 10ft x 20ft, 10ft x 30ft, etc.), display materials should be displayed in such a manner so as not to obstruct sight lines of neighboring exhibitors. (See above dimensions for restrictions.)

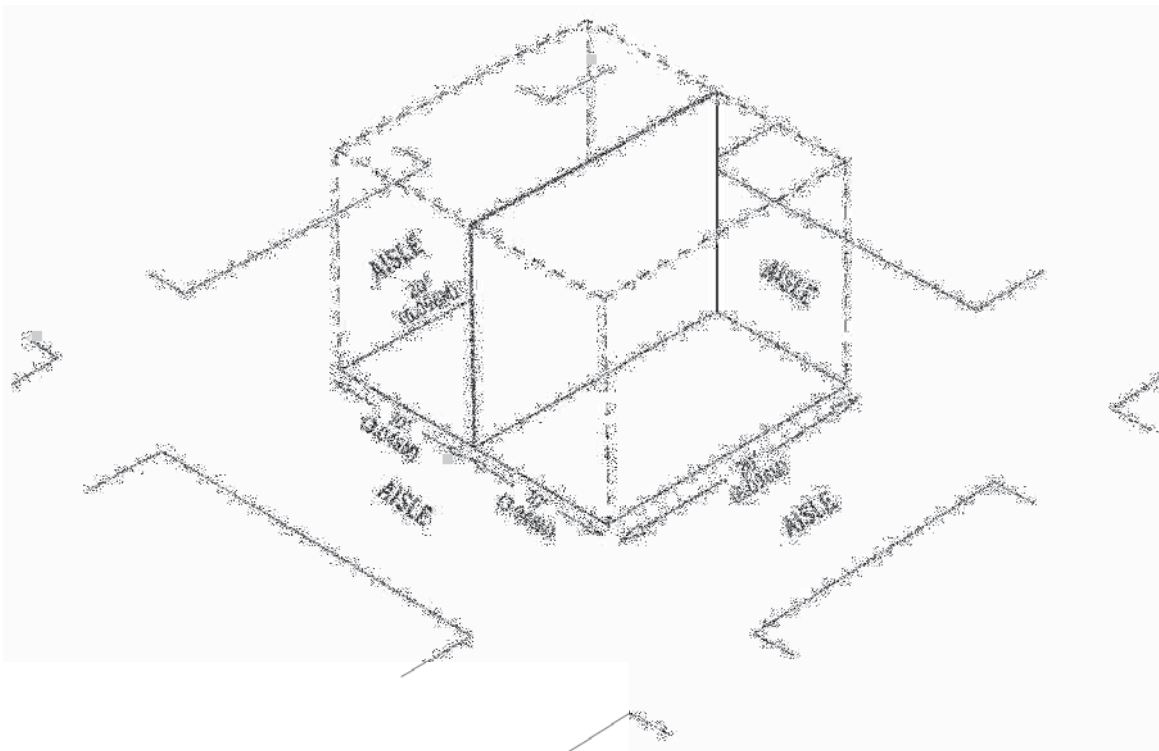
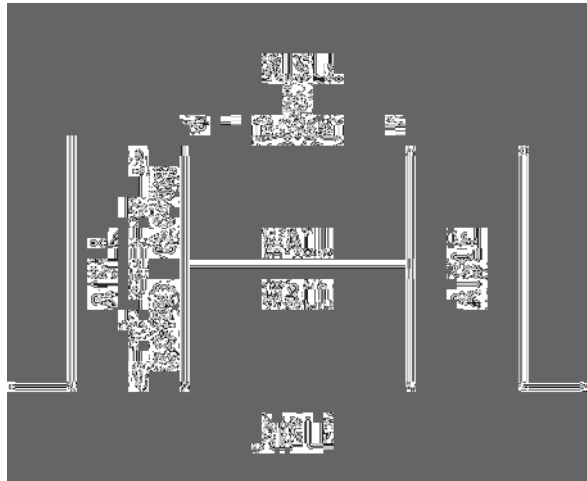


Corner Booth

A Corner Booth is a Linear Booth at the end of a series of in-line booths with exposure to intersecting aisles on two sides. All other guidelines for Linear Booths apply.

Peninsula Booth

A Peninsula Booth shares a common back wall with another Peninsula Booth. It is 10 feet deep x 20 feet wide and the entire cubic content of this booth may be used, up to the maximum allowable height of 8 feet.



Island Booth

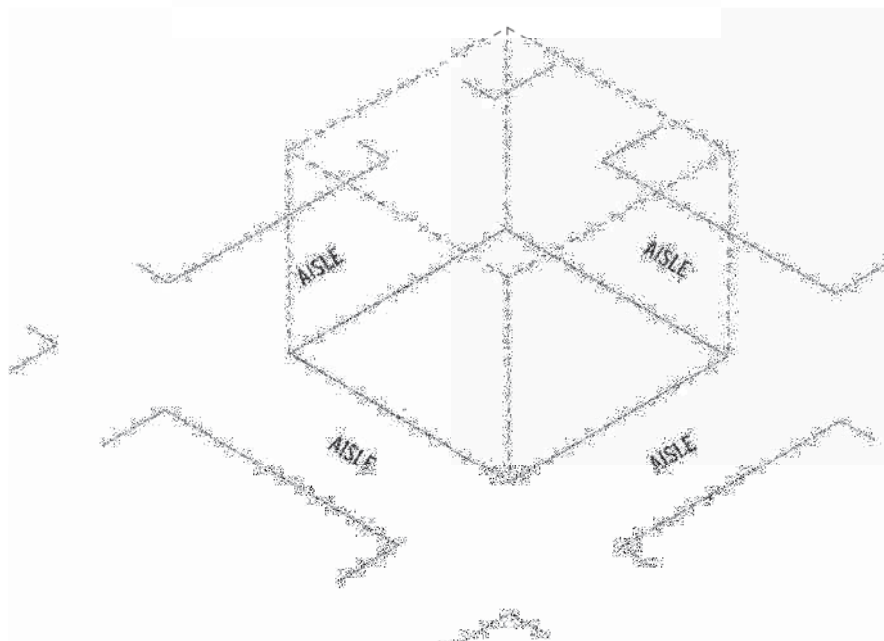
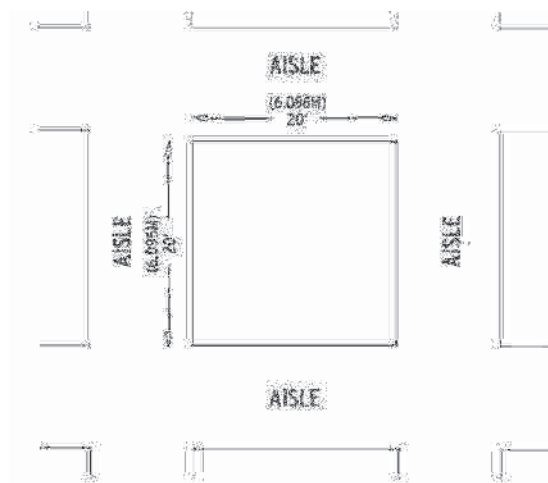
An Island Booth is any size booth exposed to aisles on all four sides.

Dimensions

An Island Booth is typically 20 feet x 20 feet or larger, although it may be configured differently by your sales representative.

Use of Space

The entire cubic content of the space may be used up to the maximum allowable height, which is 16 feet high.





2023 IDEA Rules & Regulation

EXHIBITOR TERMS FOR EVENTS

1. **Confidentiality Agreement:** Exhibitor agrees that the contents of this contract is deemed proprietary and confidential to the business operation of IDEAfit, Inc. dba IDEA Health & Fitness Association ("IDEAfit"). Exhibitor agrees not to disclose the terms of this contract (including without limitation pricing and payment terms) to any third parties and to only use the information in this contract for purposes of fulfilling its obligations thereunder. Any disclosure or sharing of the specific terms of this contract, including but not limited to, pricing and payment terms, contract items, exhibit hall location, special requests, correspondence with IDEAfit employees/representatives, etc. with any third parties including other exhibitors, convention hall representatives, etc. is strictly prohibited without prior written approval from IDEAfit. Violation of this agreement between exhibitor and IDEAfit may result in immediate cancellation of contract and eviction from exhibit hall during the event without recourse.
2. **Maintaining Exhibits:** All exhibitors are required to keep their displays up and open through the closing of the show or their exhibiting rights may be lost for future shows.
3. **Acceptability of Exhibits:** All exhibits shall serve the interests of the members and shall be operated in a way that will not detract from other exhibits, from the exhibition or from the event as a whole. IDEAfit determines acceptability of persons, things, conduct and/or printed matter and reserves the right to request unsightly boxes, bags, etc. to be removed from the exhibit floor at the expense of the exhibitor. IDEAfit reserves the right to request a copy of the booth layout and design, including use of airspace, prior to the event and to approve or disapprove said design. This agreement is a confidential contract between exhibitor and IDEAfit. Any sharing of the specific terms with other exhibitors will result in eviction. IDEAfit reserves the right to require the immediate withdrawal of any exhibit that is believed to be injurious to the purpose or brand of the Association. In the event of such restriction or eviction, IDEAfit is not liable for any refund of exhibitor fees or any other exhibit-related expense.
4. **Nutrition Policy Forms** and payment must be sent, as appropriate, to the local Health Department and Food & Beverage provider of the Convention Center if sampling and selling is approved. Any fees associated with necessary requirements to abide by the health department codes, as set forth by the governing jurisdiction (i.e., county, city, state) are paid by client.
5. **Selling:** All on-the-spot sales of any kind that involve the exchange of currency for goods or conducting promotional activities must take place within the confines of contracted space with IDEAfit. All companies making cash sales must comply with the local licensing, tax and hotel regulations and with regulations outlined by IDEAfit. Unless a return policy is prominently displayed, all items for sale will be considered returnable for full refund of purchase price upon request with proof of purchase. Taking names for mailing lists, promotional giveaways and/or drawings within contracted space is permitted, but subject to the requirements stated in Section C2 below (Exhibitor's Responsibilities).
6. **Restrictions on Use of Space:** No exhibitor shall sublet, assign or share any part of the space allocated without the written consent of the Exhibit Management. Solicitations or demonstrations by exhibitors must be confined within their contracted space or space otherwise purchased through IDEAfit. Aisle space shall not be used for exhibit purposes, display signs, solicitation or distribution of promotional material. Exhibits, signs and displays are also prohibited in any of the public space or elsewhere on the premises of the meeting facilities or in the guest rooms or hallways of the hotels. Any firm or organization not assigned exhibit space will be prohibited from soliciting business at the event.
7. **Use of IDEA Health & Fitness Association or IDEAfit Name/Logo:** Using the IDEAfit name or logo on any promotional items or marketing pieces is not permitted without written consent from IDEAfit, with all rights reserved. IDEAfit reserves the right to require immediate withdrawal of any items bearing the IDEA Health & Fitness Association, IDEAfit or IDEA name or logo.
8. **Noise Control:** Operation of sound devices is only allowed if the exhibitor complies with IDEAfit's on-site discretion of volume. Any exhibitor not complying with these restrictions faces immediate removal from the show and/or jeopardizes consideration for space at future IDEAfit events. Exhibits which include the operation of musical instruments, radios, sound equipment (demonstration microphones), public address systems, or any machines, must be conducted or arranged so that the noise resulting from the demonstration will not annoy or disturb adjacent exhibitors and their patrons, nor cause the aisles to be blocked. Speakers and other sound devices should be positioned so as to direct sound into the booth

rather than into the aisle. Noise must be held to a 75-decibel maximum at all times. Show Management will monitor the 75-decibel regulation on-site. Sound that exceeds 75 decibels measured at the edge of an exhibitor's booth is considered objectionable and will not be allowed.

9. **Construction of Exhibits:** Exhibits shall be constructed and arranged so that they do not obstruct the general view of any other exhibit. No side wall taller than 36" may extend more than 4' from the back wall of the booth. Nothing shall be displayed higher than the back wall of the booth (8'), except contracted "island" space. Any unfinished, exposed portion of exhibit must be draped at exhibitor's expense. Exhibitors purchasing two corner booths on the end of an island (an endcap) will be limited to a 10' wide x 10' high back wall centered in the middle of their booth. The "Guidelines for Display Rules and Regulations," established by the International Association of Exhibitions and Events™ (IAEE), have been created to promote continuity and consistency among North American exhibitions. This guide must be used by exhibits to ensure consistent and fair exhibiting standards amongst all exhibitors. These Guidelines afford exhibitors a maximum return on their exhibit investments. These display rules and regulations shall provide exhibitors with all the information necessary to properly design and build exhibits, as well as plan booth layout and content. Exhibitors wishing to use other than standard booth design, equipment, signs or materials that in any way conflict with the state's regulations must submit 2 copies of a detailed sketch of the proposed layout at least 45 days prior to exhibition or before construction is ordered and must receive written approval from the Exhibit Management. You can view a complete guide of the display standards attached to your contract; it's titled "Exhibit Hall Display Rules & Regulations.
10. **Drayage & 3rd Party Costs:** Advance shipments of exhibit material must be made to the official drayage company as is indicated in the Exhibitor's Manual (available upon IDEAFit's receipt of exhibitor registration and full payment). Exhibitors are solely responsible for any 3rd party additional costs of exhibiting (including, but not limited to Drayage, Corkage, Health Department permits, Electrical, Internet, etc...).
11. **Fire and Safety Regulations:** Federal, State and city laws will be strictly enforced, and the exhibitor assumes all responsibility for compliance with such regulations. All decorations and booth equipment must be fireproof and must meet the safety requirements of the official service contractor. No combustible materials shall be stored in or around the exhibit booths. All second story or double decker booths must have a smoke detector installed on the second level.
12. **Suitcasing Policy Statement/NO SUITCASING:** In order to protect our valued exhibitors and their investment in attending IDEAFit World Convention, our rules strictly prohibit solicitation; "suitcasing" or "outboarding" by individuals, attendees or companies who transact business at the show or in official IDEAFit show hotel(s). Suitcasing and outboarding are unethical parasitic business practices in which an attendee or exhibitor is soliciting business in the aisles or other public spaces, or in another company's booth. Anyone that is caught to be in violation of any portion of this policy will be asked to leave immediately. Additional penalties may be applied.

SPACE INFORMATION

1. **Allocation of Space:** Carefully review the exhibit hall floor plan and note the location of entrances, exits, etc., before selecting your booth location. IDEAFit will attempt to accommodate the Exhibitor preferred booth locations. IDEAFit will assign the Exhibitor space taking into account; the date of contract, size of booth, category of company and spend from prior year and current year. Although IDEAFit will attempt to accommodate Exhibitor requests for specific booths, no guarantees can be made that the Exhibitor will be assigned the specific booth(s) requested. Exhibitor acknowledges that he/she is not contracting for a specific booth(s), but rather for the right to participate as an Exhibitor at the Show. IDEAFit makes no representations or warranties with respect to the demographic nature and/or number of exhibitors and/or attendees that will attend the Show. IDEAFit reserves the right to vary or alter exhibition space allocations and positions at any time. Exhibitors will be informed of any changes.
2. **Payments for Space:** A signed copy of the show contract acknowledging these Rules & Regulations must be on file before a booth assignment will be made. Exhibitors who establish credit and payment plans must be current with their payment schedule when booth locations are assigned. Payment of any remaining balance due is required by the designated date set forth on the Payment Schedule, attached hereto and incorporated herein by this reference (as defined under "payment terms") in order to retain the assigned booth location. In addition, all outstanding balances, including but not limited to those due for

advertising and sponsorships, must be paid in full prior to setting up for the event. An exhibitor with an outstanding balance will not be allowed to set up at the event.

3. **Reception/Parties:** Any client wishing to host a reception or party for attendees whether on-site or off premises must get authorization from IDEAFit. Authorization may be withheld if said function falls on a night already reserved for an official IDEAFit event function. Failure to get authorization may jeopardize consideration for participation at future IDEAFit events.
4. **Floor Plan:** All dimensions and locations shown on the official floor plan are believed, but not guaranteed, to be accurate. The Show Management reserves the right to change your booth location or to make such modifications as may be necessary to meet the needs of the exhibitors and the exhibit program.
5. **Furnishings:** Furniture and/or additional draping, accessories, signs, electrical outlets, etc. are the sole responsibility of the exhibitor and will be contracted directly with IDEAFit's convention services partner, RPM.
6. **Photography:** In general, photography and filming in the exhibit halls is prohibited. Exhibitors may take pictures strictly of their own booths, or of another exhibitor's booths only if they have received explicit permission to do so. Any exhibitor taking photographs or videotape of another's exhibit or product without permission may be required to relinquish the film or digital media upon request.

LIABILITY, INSURANCE AND ADDITIONAL TERMS

1. **Security:** The Exhibit Management will provide security continually from the setup through the breakdown of the exhibit area. The furnishing of such service shall not be construed to be any assumption of obligation or duty with respect to the protection of the property of exhibitors, which shall at all times remain in the sole possession and custody of each exhibitor and shall be the sole responsibility of each exhibitor, in addition to the responsibility to maintain adequate insurance to protect exhibitor from any losses, including those as a result of a crime. No representation or warranty is made by Exhibit Management concerning the safety and/or security of the exhibit area from criminal activity. Exhibitor agrees that IDEAFit does not promise, warrant or guarantee the safety and security of exhibitor or its personal property against the criminal actions of others. Furthermore, IDEAFit shall not be liable for any damage or injury to exhibitor or to any person entering the exhibit hall, for injury to person or property arising from theft, vandalism or casualty during the exhibition.
2. **Exhibitor's Responsibilities:** Exhibitors must comply with all laws and regulations applicable to their space and exhibit, their activities related to their exhibit, meeting attendees, or their involvement in the Event, including but not limited to the Americans with Disabilities Act (and/or applicable state law), trademarks and copyright laws, Food and Drug Laws, and Privacy Laws. Exhibitor represents and warrants that all material is of their own creation or that they have a valid license to use and will not infringe on the intellectual property rights of any third parties. Insurance liability is the full and sole responsibility of the exhibitor. The exhibitor agrees to indemnify, hold harmless and defend IDEAFit and agents, affiliates and parent company from any damages or charges imposed for violation of any law or ordinance occasioned by any act, omission or negligence of the exhibitor or those holding under the exhibitor, as well as to comply strictly with the applicable terms under the exhibit facility regarding the exhibition premises. Furthermore, the exhibitor shall at all times indemnify, hold harmless and defend IDEAFit and its agents, affiliates, parent company and subsidiaries against and from any and all loss, costs, damage, liability or expense from, out of or other occurrence to anyone including the exhibitor, its agency, employees and business invitees that arises from or out of by reason of the said exhibitor's occupancy and use of the exhibit premises or part thereof, any acts or omissions of exhibitor, or any violation of these Exhibitor Terms. Exhibitor must be able to provide adequate proof of \$1 million dollars liability insurance upon demand. Exhibitors must also comply with IDEAFit, Inc.'s Privacy Policy, which is included herein by reference.
3. **Exhibitor Disputes:** If any exhibitor has any legal or other disputes with another person or entity, that exhibitor is responsible for making sure that the dispute in question will not affect the exhibition, IDEAFit or its management of the exhibition in any way. IDEAFit will have no duty to take or refrain from taking action of any kind with regard to any such dispute. Exhibitor agrees to waive and release any such claims against IDEAFit in connection with disputes with third parties at the exhibition. All exhibitors expressly agree to indemnify, hold harmless and defend IDEAFit for any costs, including attorney fees, which it might incur if this agreement is violated.

4. **Force Majeure / Cancellation of Show:** IDEAFit shall be relieved and excused from any delay(s) in performing or any failure(s) to perform obligations hereunder to the extent that any such delay(s) or failure(s) results from causes beyond IDEAFit's control (examples are acts of nature, fires, epidemics, pandemics, floods, earthquakes, inability to procure delivery of power, acts of government (laws, regulations, orders or mandates), transportation delays or closures or stoppages, strikes, riots, insurrections, crimes, act of civil or military authority, supply shortages, acts of terrorism or sabotage or war); provided to avail itself of such an excuse, IDEAFit must act reasonably and diligently to mitigate such circumstances in a reasonable manner. In the event of a force majeure circumstance, which IDEAFit reasonably determines renders the exhibit area unfit or unavailable for use, the show may be canceled, rescheduled, relocated or changed to another option (including virtual), at the sole discretion of IDEAFit. IDEAFit shall not be responsible for delays, damage, loss, increased cost or other unfavorable conditions arising by virtue of cause or causes not reasonably within the control of IDEAFit. Should IDEAFit exercise its rights as stated in this Section, Exhibitor will either (a) be credited for participation in a virtual event or (b) credited toward marketing spend with IDEAFit to be used in 2023 at IDEAFit's discretion. Exhibitor waives claims for damage arising from such cancellation or change.
5. **Modification:** These Exhibitor Terms may only be amended by mutual written agreement between IDEAFit and Exhibitor (email sufficing) specifically referring to the provision of these terms to be amended.
6. **Limitation of Liability:** In the event that IDEAFit is liable to exhibitor for damages arising out of or relating to this Agreement, exhibitor may only recover its direct damages up to an amount not to exceed the total payments paid to IDEAFit for the exhibition/exhibit space in dispute. The measure of damages recoverable from IDEAFit shall not include any amounts for indirect, special, consequential, or punitive damages, even if such damages are foreseeable.
7. **Governing Law; Jurisdiction:** Notwithstanding anything to the contrary, this Agreement shall be governed by and construed in accordance with the laws of the State of California, without regard to the principles of conflict of laws. Each party hereby submits itself to the exclusive jurisdiction of the federal or state courts located in San Diego County, California.



LA County/State of CA Sales Tax Requirements and Payment Instructions

Sales conducted at IDEA World Fitness and Nutrition Expo will be subject to sales tax as laid out by the California Department of Tax and Fee Administration. Each exhibitor is responsible for registering with the Tax Department and paying any and all applicable taxes.

The California Tax Department website can be accessed here - [https://onlineservices.cdtfa.ca.gov/ /](https://onlineservices.cdtfa.ca.gov/)

1. Create an account by clicking on Sign Up Now, following the prompts to establish your username and password.
2. Once your username and password are set up, Log In and click Register a New Business Activity. This link will guide you through the process of establishing your business type and activity and determine relevant taxes and how to pay them.
 - a. This process will establish a temporary seller's permit which is good for **90 days**. Please be sure to choose a start date for the permit that sufficiently covers selling activities at IDEA World. NOTE – the site will not let you register more than 90 days prior to the start date of the temporary permit.
 - b. IDEA Fit is the event organizer/promoter and the contact phone number should be listed as 858-535-8979
 - c. Please use the Los Angeles Convention Center address for the temporary location address - Los Angeles Convention Center, 1201 S. Figueroa St., Los Angeles, CA 90015

Please contact Vivian Griggs, Event Marketing and Expo Manager at event@ideafit.com

Food and Nutrition Sponsor Sampling Instructions

There are three components to each booth that will handle food or beverage:

- Corkage – contact Ashely Russo (arusso@levyrestaurants.com) to coordinate
- [Hand Washing Kits](#)
- [Permitting](#)

Please see requirements below for the use case that applies to your booth.

Sampling (no charge to attendees) options

Free Sample Size Products (food 2 oz. or less, beverage 4 oz. or less)

**Non-Alcoholic Beverages only, for Alcoholic beverages please see below)*

1. I am handing out sample size portions of food (2 oz.) or non-alcoholic beverage (4 oz) that are in unopened wrappers or sealed containers:
 - Corkage – No Corkage Costs
 - Hand Washing Kit – Not Necessary
 - Permit Needed – [Food Demonstration Permit](#) (code 1420) - \$59
2. I am handing out sample size portions of food (2 oz.) or non-alcoholic beverage (4 oz) that are in opened wrappers or un-sealed containers or have been in larger wrappers or containers which have been opened so the product can be cut or poured into sample size (2 oz. food, 4 oz. beverage) portions.
 - Corkage – No Corkage Costs
 - Hand Washing Kit – [Necessary](#)
 - Permit Needed – [Food Preparation Permit](#) (code 1423) - \$184

Free Non-Sample Size Products (food over 2 oz., beverage over 4 oz.)

**Non-Alcoholic Beverages only, for Alcoholic beverages please see below)*

3. I am handing out non-sample size portions of food (over 2 oz.) or non-alcoholic beverage (over 4 oz) that are in unopened wrappers or sealed containers:
 - Corkage - \$500 per pallet of product to be handed out
 - Hand Washing Kit – Not Necessary

- Permit Needed – [Food Demonstration Permit](#) (code 1420) - \$59
4. I am handing out non-sample size portions of food (over 2 oz.) or non-alcoholic beverage (over 4 oz) that are in opened wrappers or un-sealed containers or have been in larger wrappers or containers which have been opened so the product can be cut or poured into non-sample size (over 2 oz. food, over 4 oz. beverage) portions.
- Corkage - \$500 per pallet of product to be handed out
 - Hand Washing Kit – [Necessary](#)
 - Permit Needed – [Food Preparation Permit](#) (code 1423) - \$184

For Sale options

For Sale Non-Sample Size Products (food over 2 oz., beverage over 4 oz.)

**Non-Alcoholic Beverages only, for Alcoholic beverages please see below)*

5. I am selling non-sample size portions of food (over 2 oz.) or non-alcoholic beverage (over 4 oz) that are in unopened wrappers or sealed containers:
- Corkage - \$500 per pallet of product to be handed out
 - Hand Washing Kit – Not Necessary
 - Permit Needed – [Pre-Packaged with Sampling Permit](#) (code 1422) - \$166
6. I am selling non-sample size portions of food (over 2 oz.) or non-alcoholic beverage (over 4 oz) that are in opened wrappers or un-sealed containers or have been in larger wrappers or containers which have been opened so the product can be cut or poured into non-sample size (over 2 oz. food, over 4 oz. beverage) portions.
- Corkage - \$500 per pallet of product to be handed out
 - Hand Washing Kit – [Necessary](#)
 - Permit Needed – [Food Preparation Permit](#) (code 1423) - \$184

Alcohol options

Alcoholic Beverage Products:

7. I am handing out sample size portions of alcoholic beverage (4 oz or less) that are in unopened, sealed containers:

- Corkage – No Corkage Costs
 - Hand Washing Kit – Not Necessary
 - Permit Needed – No Permit Necessary
 - Bartender – Necessary (exhibitors are not permitted to serve alcohol directly to attendees. A bartender must be hired through Levy Catering at a cost of \$250 for 4 hours and \$50 for each hour thereafter).
8. I am handing out sample size portions of alcoholic beverage (4 oz) that are in un-sealed containers or have been in larger containers which have been opened so the product can be poured into sample size (4 oz.) portions.
- Corkage – No Corkage Costs
 - Hand Washing Kit – Not Necessary
 - Permit Needed – No Permit Necessary
 - Bartender – Necessary (exhibitors are not permitted to serve alcohol directly to attendees. A bartender must be hired through Levy Catering at a cost of \$250 for 4 hours and \$50 for each hour thereafter).
9. I am handing out larger than sample size portions of alcoholic beverage (over 4 oz).
- Approved by special request only. Costs and approval will be determined by Levy Catering.

Additional Notes:

- IDEA will supply access to hot/cold water (warewashing sink) within an appropriate vicinity to each booth that requires a handwashing kit. If your booth requires a handwashing kit please inform Vivian Griggs (event@ideafit.com) by June 14, 2023. On your permit application please mark “event organizer” on the first section (warewashing sink) under “sink requirements”. Please mark “facility operator” on the second section “handwashing sink”.
- All single use plastics must be recyclable and not co-mingled with trash. A separate recycling receptacle is required (provided by exhibitor).
- All corkage costs will be paid directly to Levy Catering. Please contact (arusso@levyrestaurants.com) to coordinate corkage fees.
- Appropriate permits will need to be secured by June 14, 2023, and a copy sent to Vivian Griggs (event@ideafit.com). If the permit has not

been secured no food or beverage will be permitted in your booth. For an additional fee of \$90 an extension date of June 28, 2023, is an option. No permits will be accepted past **June 29, 2023**.

- The Los Angeles Health Department will be on-site prior to the event checking exhibitors against permits. If the correct permit has not been secured the booth will not be permitted to handle/serve food and may be shut down completely. It is the sole responsibility of each exhibitor to obtain the proper permit. No refunds will be given to booths who have not secured the proper permit prior to the event.
- Refrigerated accessible storage is available for \$500 per exhibitor. Union labor will need to be hired each time a pallet or box needs to be delivered to your booth. Refrigerated storage can be secured through RPMxpo (abby@rpmxpo.com)
- Additional information regarding Los Angeles County food permits can be found [here](#).
- Diagrams, specifications and rules regarding Hand Washing Kits (hand washing kits must be provided by each exhibitor) can be found [here](#).

SAMPLING

THIS INFORMATIONAL PACKET INCLUDES THE FOLLOWING:

- SAMPLING FORM + GUIDELINES
- SAMPLE COI - RETURN TO LEVY
- TFF APPLICATION - RETURN TO EVENT ORGANIZER

**THE SALE
OF FOOD +
BEVERAGE
ITEMS IS
STRICTLY
PROHIBITED.**

LOS ANGELES CONVENTION CENTER

SAMPLING FORM

information



1 FIRST STEP: DO YOU QUALIFY?

Are you the Manufacturer or Distributor?

Sponsoring Organizations of expositions and trade shows, and/or their exhibitors, may distribute SAMPLE food and/or beverage products ONLY upon written authorization and adherence.

ITEMS DISPENSED ARE LIMITED TO PRODUCTS **MANUFACTURED, PROCESSED OR DISTRIBUTED BY EXHIBITING COMPANIES.**

4 FOURTH STEP: BUYOUT FEES

FOOD OR BEVERAGE PRODUCTS BROUGHT ON THE PREMISES FOR CONSUMPTION THAT DO NOT FALL WITHIN THE SAMPLING PARAMETERS

A buy-out fee will be determined by Levy on a case by case basis; however, the fee will be based on a percentage of the retail pricing for the food and/or beverage item and is subject to all applicable taxes and service charges.

2 SECOND STEP: SIZE RESTRICTIONS

All items are limited to **SAMPLE SIZE** and must be dispensed/distributed in accordance to Health Codes

Non-Alcoholic Beverages limited to maximum of No cans or bottles will be permitted. Food items are limited to "bite size", not to exceed Portions or a 2 oz. prepackaged samples.

5 FIFTH STEP: HEALTH DEPARTMENT

Every exhibitor that plans to sample food and beverage must obtain a Temporary Food Facility Permit through the LA County Health Department.

The permit is only valid for the specified site, dates, and business or organization. Each permit is limited to one food facility (exhibitor) operated by one owner.

PLEASE READ OVER THE FULL COMMUNITY EVENT HEALTH DEPARTMENT REQUIREMENTS

ESPECIALLY AS IT RELATES TO HAND WASHING AND WARE WASHING SINKS.

Sampling exhibitors are all required to provide their own hand washing sink.

3 THIRD STEP: SAMPLING ALCOHOL

All alcohol sampling requires a Levy Bartender - fees apply

Alcoholic beverage sampling is permitted only if you are the manufacturer or distributor of the beverage. must be "sample" sizes

ALCOHOLIC BEVERAGES

2 oz. for beer/wine + .25 oz for liquor
HANDLING/STORAGE FEES MAY APPLY

6 SIXTH STEP: PAPERWORK SUBMISSION

RETURN TO EVENT ORGANIZER

[TEMPORARY FOOD FACILITY APPLICATION](#)

[LINK HERE TO DOWNLOAD](#)

RETURN TO LEVY

[SAMPLING AUTHORIZATION FORM LINK HERE!](#)

LOS ANGELES CONVENTION CENTER

SAMPLE COI

certificate of insurance

EXHIBITING FIRM MUST PROVIDE LEVY WITH A CERTIFICATE OF INSURANCE SHOWING EVIDENCE OF COMMERCIAL LIABILITY WITH AN EACH OCCURRENCE LIMIT OF \$1,000,000.

Please review the attached sample for clear instructions.

ACORD CERTIFICATE OF LIABILITY INSURANCE DATE (MM/DD/YYYY)
07/29/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: PHONE: FAX: E-MAIL: ADDRESS:	INSURER(S) AFFORDING COVERAGE	NAC #
INSURED	CA	INSURER A: Truck Insurance Exchange	21709
		INSURER B: Farmers Insurance Exchange	21652
		INSURER C: Mid Century Insurance Company	21687
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

TYPE OF INSURANCE	ADDITIONAL INSURED	POLICY NUMBER	POLICY EFF. DATE (MM/DD/YYYY)	POLICY EXP. DATE (MM/DD/YYYY)	LIMITS
GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	Y X	602631901	10/01/2018	10/01/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Per occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMPOUND \$ 2,000,000
AUTOMOBILE LIABILITY ANY AUTO ALL OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	Y X	602631901	10/01/2018	10/01/2019	COMBINED SINGLE LIMIT (Per accident) \$ 1,000,000 BODILY INJURY (Per person) \$ 1,000,000 BODILY INJURY (Per accident) \$ 1,000,000 PROPERTY DAMAGE (Per accident) \$
UMBRELLA LIAB EXCESS LIAB <input checked="" type="checkbox"/> OCCUR CLAIMS-MADE <input checked="" type="checkbox"/> RETENTION \$ 10,000	Y X	605441576	10/01/2018	10/01/2019	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY EMPLOYER/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (mandatory in WA) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A				NO STATE-OR OTHER LIMITS E.L. EACH ACCIDENT \$ E.L. DISEASE - BA EMPLOYER \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
Endorsement - (IF APPLICABLE, WILL BE DELIVERED WITH POLICY).
All Entities below have been added as Additional Insured & Loss Payee.

CERTIFICATE HOLDER **CANCELLATION**

Levy Premium FoodService Limited Partnership & AEG/Los Angeles Convention Center
1201 S. Figueroa St.
Los Angeles CA 90015

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
Derek Anderson

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The ACORD name and logo are registered marks of ACORD

PLEASE ENSURE THE CERTIFICATE OF INSURANCE IS UPLOADED AT LEAST 30 DAYS PRIOR TO THE EVENT.

[SAMPLING AUTHORIZATION FORM LINK HERE!](#)

CERTIFICATE HOLDER:
LEVY PREMIUM FOODSERVICE LIMITED PARTNERSHIP
+ AEG/LOS ANGELES CONVENTION CENTER
1201 S. FIGUEROA ST.
LOS ANGELES, CA 90015

Ordering Options

PLACING YOUR ORDER

We have two options in place to make placing your order easy and convenient. Online ordering is available and can be accessed 24/7 to place your order and access all details of the event. We also offer the exhibitor manual in PDF format. Listed below are the simple instructions for placing your orders for the furnishings and services you require for your booth:

Online Ordering — Follow these easy steps to place your order online.

1. You will receive an email containing your personal User Name and Password and the link to the ordering website.
2. Follow the link found in the email referenced above, then enter your User Name and Password.
3. You should now be on our Welcome page and have access to place your order or look up details concerning the show.
4. After you place your order, you will receive a confirmation via email. Your order will be processed by RPMXPO within one business day and you will then receive your paid invoice via email.

Faxed / Emailed Orders — For your convenience, we also have a printable PDF version of our exhibitor service manual. This manual contains information concerning all facets of the event including important deadlines, your set-up and dismantle schedule, shipping details, shipping labels and order forms for all the services and furnishings you will require for your booth.

1. To place your order using the PDF forms, just print and complete the applicable forms for the products and/or services you will need.
 - A. RPMXPO Forms (Material Handling, Furniture & Accessories, Labor and Electrical order forms) Return the form(s), along with your check payment or a completed Payment and Credit Card Authorization Form, to RPMXPO by fax, email or mail. Orders will not be processed without a method of payment.
 - B. Other Providers' Forms (AV, Wifi, Catering, Sample Food & Beverage Order forms for other Official Providers such those for utilities, audio/visual, computer and floral rental should be sent to the provider listed on the individual form. Please do not send these forms to RPMXPO.

We suggest that you copy or download the RPMXPO PDF exhibitor manual to your computer desktop. You will then be able to access it at any time for order forms and for information concerning the show.

Important — In order to qualify for the lower Advance Rate pricing, your order and full payment must be received by the *June 9, 2023*.

If you have any questions about how to place your order, please feel free to call us at 770-686-6512 or email us at info@RPMXPO.com.



User Login Request

RPMXPO Online Ordering
 Please complete this form if you:

- Have not received the User Login Link**
- Need password reset**
- Had the User Login Link sent to the incorrect Representative**

Check an option

In order to receive the User Login Link, the following information needs to be completed			
Company Name:	Booth #:		
Street Address:	City:	State:	ZIP:
Phone #:	Fax #:		
Ordered By:	E-Mail:		
Signature:	Date:		

Return completed form to RPMXPO via:
Email: info@RPMXPO.com -OR- Fax: 770-679-8751

Payment Policies

• Payment Options

RPMXPO, the official general service contractor for the **IDEA World**, is pleased to offer you three convenient ways to pay for furniture and carpet rentals, material handling, signs, shipping, and other provided services.

• Credit Card

- We accept MasterCard, Visa, Discover and American Express. To authorize charges, you must complete the enclosed **Credit Card Authorization Form, found on the following page**. By completing and returning the Payment and Credit Card Authorization Form you are authorizing RPMXPO to charge your credit card for any and all charges incurred.

• Wire Transfer in U.S. Funds

- To avoid fraudulent activity, wire transfers must only be sent to the account listed below:

- WELLS FARGO - NC 112 S. Main Street Davidson, NC 28036
 Please call the office for wire bank details—678-742-7310

***ANY ATTEMPTS TO SEND A WIRE TRANSFER TO ANY ACCOUNT OTHER THAN AS SPECIFICALLY STATED ABOVE WILL BE AT THE FULL RISK OF THE SENDER. RPMXPO ASSUMES NO RISK AND WILL NOT BE HELD LIABLE FOR ANY WIRE TRANSFER THAT DOES NOT CONFORM PRECISELY AS WRITTEN ABOVE.**

- Wire transfers must be initiated and confirmed at least two weeks prior to move-in. Wire transfers must include your company name, show name and booth number.
- Due to the various processing fees we incur from banks clearing wire transfers into our accounts, RPMXPO will charge the following fees:

- **Domestic incoming wire transfer fee: \$25.00**
- **International incoming wire transfer fee: \$50.00**

• Checks

- All checks must be in U.S. funds drawn on a U.S. Bank.
- For advance payments by company check please submit your check with the anticipated charges, along with the completed order forms. All check payments must be received and cleared prior to show move in. Although you may choose to pay by company check or cash, for all charges incurred at show site, **we require your signed Credit Card Authorization Form** to be on file with RPMXPO, in advance, to guarantee payment. Please make all checks payable to: **RPMXPO**. Absolutely no check payments will be taken on site.

• Show Site Orders

To save money, take advantage of the pre-show discounts by ordering as many of your requirements as soon as possible in advance. **For the discount prices to be in effect, your order must be received by the Return Deadline Date of Friday, June 9, 2023, and payment must accompany your order.** Orders received after the Return Deadline Date or made at the Exhibitor Service Desk during the show will be billed at standard rates listed on the various order forms.

• Payment Terms

To process your order for services and materials listed in the Exhibitor Service Manual, we require your signed **Payment and Credit Card Authorization Form** to be on file with RPMXPO to guarantee payment. Invoices for outstanding balances will be available at the Exhibitor Service Desk for your review and payment. Pre-payments will be indicated, and any balance due must be paid in full upon receipt. If payment is left unpaid after the close of the event, a monthly recurring late fee of 2.5% will be applied. All payment disputes must be resolved prior to leaving the event.

Invoices will be distributed on the last day of the event. If you have any questions or concerns in regard to any of your charges, please stop by the Exhibitor Service Desk. No charges will be disputed after the close of the event.

Additionally, **exhibitors will be charged for the equipment they use in their booth**. RPMXPO is authorized to charge the exhibitor's credit card for any charges incurred following the show, e.g., dismantle labor, outbound overtime drayage charges, etc. In these circumstances, RPMXPO will charge the exhibitor's credit card on file, and email an invoice to the exhibitor, outlining the charges which were billed.

All charges are payable in U.S. funds drawn on a U.S. Bank. **No telephone orders will be accepted.**

• Cancellation Policy

- Any and all orders cancelled before the discount deadline will be refunded at 100% of the original price. Any and all orders cancelled after the discount deadline but within 48 hours of the order date will be refunded at 100%. Any and all orders cancelled more than 48 hours of the event move in will receive a credit of 50% of the original price. Any and all orders cancelled less than 48 hours of the event move in are non-refundable. No refunds will be issued.
 - Any and all Custom and Executive Furnishings cancelled before the discount deadline will be refunded at 100% of the original price. Any and all Custom and Executive Furnishings cancelled prior to 48 hours of the event move in will be refunded at 50% of the original price. No refunds will be issued for orders cancelled less than 48 hours prior to move in.
 - Labor service orders cancelled prior to 48 hours of the event move in will be refunded at 75% of original price. Labor service orders cancelled less than 48 hours prior to move in will be invoiced 50% of the original order.
- **Note:** All materials are on a rental basis for the duration of the event, and must be returned in good working order and remain the property of RPMXPO.



Credit Card Authorization Form **Deadline: 7/9/23**

Please complete the information requested and return payment in full with this form and your orders. You may choose to pay by credit card or check; however, we require your credit card authorization to be on file with RPMXPO. For your convenience, we will use this authorization to charge your credit card for any additional amounts incurred as a result of show orders placed by your representative for this event.

Payment Method:	
<input type="checkbox"/>	Corporate Credit Card
<input type="checkbox"/>	Personal Credit Card
<input type="checkbox"/>	Check
<input type="checkbox"/>	Wire Transfer (fee applies)*
*Please note: You may choose to pay by Check or Wire Transfer; however, a credit card is required to be on file for any charges not covered by check or wire payment.	
Card Type:	
<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	
Card Number:	

Expiration Date:	CVV2 (Security) Code:
____/____	____

ORDER RECAP		
Enter totals from each completed form		
<i>* Note: Items taxable in the State of California</i>		
Material Handling Service Order Form	\$	
* Booth Carpet/Padding Order Form	\$	
* Tables Order Form	\$	
* Booth Accessories Order Form	\$	
* Specialty Equipment Order Form	\$	
* Custom Furniture Order Form	\$	
* Back Drape / Side Rail Order Form	\$	
* Modular Hardwall Accessories Order Form	\$	
Vehicle Spotting Order Form	\$	
Accessible Storage Order Form	\$	
Display Labor Order Form	\$	
Forklift Order Form	\$	
Sign Hanging Order Form	\$	
Booth Clean / Porter Service Order Form	\$	
TOTAL AMOUNT DUE →	\$	

Company Name:	Booth #:
Cardholder's Name:	
Cardholder's Billing Address:	
City:	State: ZIP:
Cardholder's Signature:	Date:
Email:	
ALL ORDERS SUBJECT TO LIMITS OF LIABILITY AS SET FORTH ON FOLLOWING PAGE	

Limits of Liability and Responsibility

1. RPMXPO shall not be responsible for damage to uncrated materials, materials improperly packed or concealed damage.
2. RPMXPO shall not be responsible for loss, theft or disappearance of exhibitor's materials after same has been delivered to the exhibitor's booth.
3. RPMXPO shall not be responsible for loss, theft or disappearance of exhibitor's materials before they are picked up from exhibitor's booth for reloading after the show. Bills-of-Lading covering outgoing shipments, which are furnished by RPMXPO, to the exhibitor, will be checked at the time of actual pick-up from the booth and corrections made where discrepancies occur.
4. RPMXPO shall not be responsible for any loss, damage or delay due to fire, acts of God, strikes, lockouts or work stoppages of any kind or to any causes beyond its control.
5. If found liable for any loss or damage, RPMXPO's sole and maximum liability for loss of or damage to EXHIBITOR'S materials will be limited to the repair or replacement with like kind and quantity, subject to a dollar amount not to exceed \$.50 per lb. per shipment based on the weight of the article(s) lost or damaged, or a maximum liability of \$50.00 per shipment, whichever is less. RPMXPO shall be liable ONLY for loss of or damage to articles actually physically handled or for articles for which RPMXPO specifically acknowledges receipt in writing. RPMXPO shall in no event be liable for collateral, exemplary, indirect costs or damages, or loss of sales resulting from or related to a claim for loss or damage of material. In no event will RPMXPO be held liable for any concealed damage-no exceptions.
6. RPMXPO 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 materials which may make it impossible or impractical to exhibit same.
7. The consignment or delivery of materials to RPMXPO by an exhibitor, or by any shipper to or on behalf of the exhibitor, shall be construed as acceptance by such exhibitor (and/or shipper) on the terms and conditions set forth.

F.A.Q.

HOW DO I SHIP TO WAREHOUSE? (i.e. advance shipment to warehouse)

- We will accept freight beginning 30 days prior to show move-in.
- To ensure timely arrival of your materials at show site, freight should arrive by June 30, 2023. Your freight will be accepted after the deadline date, but additional charges will be incurred.
- The warehouse will receive shipments Monday through Friday 8:00 a.m. to 4:30 p.m. No appointment is necessary.
- The warehouse will accept crates, cartons, skids, trunks/cases and carpets. Loose or pad-wrapped material must be sent directly to show site.
- All shipments must have a bill of lading or delivery slip showing the number of pieces, type of merchandise and weight.
- Certified weight tickets must accompany all shipments.

HOW DO I SHIP TO SHOW SITE? (i.e. direct to show site)

- Freight will be accepted only during exhibitor move in. Please refer to the Exhibitor Information page for specific exhibitor move-in dates and times.
- All shipments must have a bill of lading or delivery slip showing the number of pieces, type of merchandise and weight.
- Certified weight tickets must accompany all shipments.
- Be sure to check your service manual if you are targeted for a specific date or time.

WHAT ABOUT PREPAID OR COLLECT SHIPPING CHARGES?

- We do not accept collect shipments. Collect shipments will be returned to the delivery carrier.
- To ensure that your freight does not arrive collect, mark your bill of lading "prepaid."
- "Prepaid" designates that the transportation charges will be paid by the exhibitor or a third party.

HOW SHOULD I LABEL MY FREIGHT?

- The label should contain the exhibiting company name, booth number and the name of the event. Shipping labels can be found on pages 31-33.
- The specific shipping address for either the warehouse or show site is located on the Material Handling Order Form page. We have also included in your service manual labels for both warehouse and show site shipments for you to copy and attach to cartons as needed.
- Some labels are color coded, so please check the service manual before making copies.
- Try to label every carton that is skidded with at least your name & booth number.

WHAT HAPPENS TO MY EMPTY CONTAINERS DURING THE SHOW?

- Pick up "Empty Labels" at the RPMXPO Service Desk. Place a label on each container. Please consolidate containers if possible. Labeled containers will be picked up periodically and stored during the show.
- At the close of the show, the empty containers will be returned to the booths in random order. Depending upon the size of the show, this process may take several hours.

HOW DO I PROTECT MY MATERIALS AFTER THEY ARE DELIVERED TO THE SHOW OR BEFORE THEY ARE PICKED UP AFTER THE SHOW?

- Consistent with trade show industry practices, there may be a lapse of time between the delivery of your shipment(s) to your booth and your arrival. The same is true for the outbound phase of the show - the time between your departure and the actual pickup of your materials. During these times, your materials will be left unattended. We recommend that you arrange for a representative to stay with your materials or that you hire security services to safeguard your materials.

HOW DO I SHIP MY MATERIALS AFTER THE CLOSE OF THE SHOW?

- For your convenience, ABF Freight will be on site to handle outbound transportation but you are free to hire any shipping service of your choice
- Each shipment must have a completed RPMXPO Bill of Lading form in order to ship materials from the show. All pieces must be labeled individually. (You can pick up a bill of lading from the RPMXPO Service Desk.)
- After materials are packed, labeled, and ready to be shipped, the completed RPMXPO Bill of Lading must be turned in at the RPMXPO Service Desk. DO NOT leave the bill of lading in your booth.
- Provide your designated carrier with pickup information. Please refer to the Exhibitor Information page for specific dates and times. In the event your selected carrier fails to show on final move-out day, your shipment will be rerouted through ABF Freight.
- You must notify your carrier of the dates & times of pick-up if you are not using ABF Freight.

DO I NEED INSURANCE?

- Be sure your materials are insured from the time they leave your firm until they are returned after the show. It is suggested that exhibitors arrange all-risk coverage. This can be done by adding "riders" to your existing policies.

Shipping Definitions

CRATED - Referred to as “Common Carrier Shipments”

- Crates, pallets, fiber cases, cartons, etc. that are not stacked but placed side by side on the trailer.

UNCRATED - Referred to as loose or pad wrapped; i.e., your exhibit material is not protected in a shipping container.

ADDITIONAL HANDLING - Referred to as “Van Line Shipments” or “Special Handling”

- In this instance, the carrier delivering your exhibit to the show is charging you by space used (per cubic foot) as opposed to charging by weight (per 100 lbs.) Exact measurements of your crates are taken by your carrier for loading and unloading the trailer. Customarily, these carriers charge in such a manner as is advantageous to them to maximize the space inside the trailer. This process may require additional RPM labor to load/unload.

SMALL PACKAGE SERVICE - Referred to as packages, cartons or envelopes.

- Any **single shipment** that arrives at the warehouse or show site weighing less than 50 lbs. In this category are shipments received from UPS, FedEx, DHL, AirBorne Express, etc.

*Overtime:

- is Monday-Friday prior to 8:00 a.m. and after 4:30 p.m. Also, all day Saturday, Sunday and observed union holidays.

Money Saving Tips

Helpful Hint for Small Shipments!

To reduce material handling costs, ship all materials in one shipment, not several shipments. See example of savings below.

Before the show...

THE WRONG WAY



— Shipped as three separate shipments —

RECEIVED:

54 lbs. charged @ 200 lbs. min x \$88.00/cwt. \$176.00
 59 lbs. charged @ 200 lbs. min x \$88.00/cwt. \$176.00
 72 lbs. charged @ 200 lbs. min x \$88.00/cwt. \$176.00

Total 185 lbs. Total Cost:..... \$528.00

THE MONEY SAVING WAY



— Shipped everything together as a single shipment* —

RECEIVED:

3 pieces totaling 185 lbs. @ 200 lbs. min x \$88.00/cwt. \$176.00

TOTAL SAVINGS... \$352.00!

- The Material Handling charge from RPM for handling your freight should not be confused with the cost from your carrier to transport your freight to and from the show.

After the show...

- 1) Obtain an RPM Bill of Lading from the RPM Service Desk.
- 2) Once your freight is packed and ready to ship, complete and return the RPM Bill of Lading form to the Service Desk.
- 3) If not using ABF Freight, you must make and/or confirm arrangements for pick-up with your choice of carriers.
- 4) Be sure your chosen carrier is declared on the RPM Bill of Lading.
- 5) Make sure all crates, packages, etc. are clearly addressed (remove all old address labels).

*Failure to follow these steps could result in freight being re-routed through ABF Freight and assessed additional shipping charges.

Your official air freight and ground freight carrier ABF FreightSM

Let ABF Freight make your next trade show the easiest you have attended!

ABF Freight has over 90 years of experience in the freight industry and has a dedicated Trade Show Division with service throughout North America.

Choose guaranteed, expedited shipping solutions – air or ground – with special discounted rates for your inbound and outbound shipments.

For personalized quotes, please call our Trade Show Division

800.654.7019
Our Services Include:

Priority handling of your inbound and outbound shipments.

Guaranteed expedited air and ground services.

LTL ground transportation

International transportation



Trust your important trade show shipment to the leader in exhibition transportation services



REQUEST FOR INFORMATION

ABF FREIGHTSM • TRADE SHOW SERVICES

Show Name _____ Booth Number _____

Show Dates _____

Contractor _____

Name _____ Title _____

Company _____

Street Address _____

P.O. Box _____ City _____ State _____

Zip (P.O. Box) _____ Zip (Street Address) _____

Phone _____ Fax _____ Email _____

Estimated Exhibit Weight _____ Number of Shows Per Year _____

Normal Number of Exhibit Pieces _____ Crates _____ Cartons _____ Cases _____ Carpet _____

Would you like an ABF Freight Trade Show coordinator to call you with a quote or information? Yes No

If you are faxing this form, please print a copy, complete the requested information, and then fax to **479.785.8701**.

If you are completing electronically, you can either print and fax your request or click on the submit button to send your request to one of our Trade Show specialists.

ABF Freight • Trade Show Services • P.O. Box 10048 • Fort Smith, AR 72917-0048



800-654-7019

tradeshow@freight.abf.com | abf.com



3801 Old Greenwood Road • Fort Smith • AR • 72903

Marshalling Yard Map

Drivers will check in at the bottom of the West Hall Ramp—see black box noted below





Material Handling Rate Schedule

- **RPMXPO has been designated as the official drayage contractor with responsibility for the unloading, delivery, reloading and processing of all exhibitors' freight shipments.**
- **RPMXPO reserves the right to charge all exhibitors \$40 per trailer/truck that checks in at the Marshalling Yard. To avoid this fee, please ship your booth materials to the advance warehouse.**

MATERIAL HANDLING RATES			
200 lb. Minimum			
The following services, whether used complete or in part, are offered as a roundtrip package. Rates include: Unloading crated freight (the warehouse cannot receive uncrated shipments); storing at warehouse for up to 30 days (any materials stored beyond 30 days will incur additional costs applied to your invoice); reloading onto trucks and delivery to the exhibit site; unloading freight and delivery to your booth; picking up, storing, and returning empty shipping containers; and reloading freight for return to your specified destination from exhibit site.			
	Crated Materials	Uncrated and/or Loose Shipments	Special Handling
	<i>STANDARD RATES</i>	<i>STANDARD RATES</i>	<i>STANDARD RATES</i>
WAREHOUSE ADVANCE RECEIVING	ST Rate: \$ 121.00 / cwt. Receive crated materials only at our warehouse 30 days prior to show.	Shipments of loose or uncrated materials will <u>not</u> be received at the warehouse. They must be shipped directly to the show site.	ST Rate: \$ 151.00 / cwt. See below*.
DIRECT SHIPMENT TO SHOW SITE	ST Rate: \$ 121.00 / cwt. Receive shipments at show site on move-in dates only.	\$ 151.00 / cwt. Receive shipments at show site on move-in dates only.	\$ 151.00 / cwt. Receive shipments at show site on move-in dates only.
DIRECT SHIPMENT CLOTHING RATE	\$475 Flat rate per 10'x10' booth space	\$475 Flat rate per 10'x10' booth space	
*Rates for shipments or equipment requiring special handling (including non-skidded, uncrated and/or loose shipments) received at the exhibit site will be subject to a 25% surcharge in addition to the above show site rates. This applies to all "van-line" shipments and trucks that, due to the height of the truck bed, cannot be unloaded at the docks. If crated materials are combined with uncrated and loose materials in the same shipment, the whole shipment will be charged at the Uncrated and Loose Material Rate, plus Special Handling Rate if applicable.			

ALL SHIPMENTS MUST BE SENT PREPAID and all shipments must have a bill-of-lading showing number of pieces, weight, and description of merchandise. Display freight should be on a separate bill-of-lading from machinery freight. Mixed shipments will be charged at the Display freight rate. Trucks without a bill-of-lading or documented weight will be directed to a public scale or estimated weights will prevail. Estimated weights will be binding by both parties.

- Rates are based on incoming weight only. All weights are rounded off to the next 100 lbs. (cwt). Each shipment received is considered separately. Freight handling charges are the responsibility of the exhibitor.
- Exhibitors are urged to carry all-risk floater insurance covering their materials against damage, loss, and all other hazards from the time shipment is 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.
- RPMXPO reserves the right to charge all exhibitors \$40 per trailer/truck that checks in at the Marshalling Yard. To avoid this fee, please ship your booth materials to the advance warehouse.
- Empty container labels will be available at the Service Desk. Affixing the labels is the sole responsibility of the exhibitor or his representative. RPMXPO assumes no responsibility for removal of containers with old or empty labels or for valuables stored inside containers while containers are in storage.
- Outbound shipping labels & RPM bills-of-lading will be available at the Service Desk. Exhibitor or his representative must pack & label their exhibit material and turn in an RPM bill-of-lading for each shipment at the Service Desk before leaving the Show. RPMXPO will route all shipments unless a designated carrier has been assigned. If the designated carrier fails to pick-up by the removal date of the Show, RPMXPO reserves the right to re-route exhibit material by an alternate carrier. As a result of re-routing or handling no liability will be assumed by RPMXPO.



Material Handling Order Form **Deadline: 7/9/23**

*To avoid an off target surcharge, shipments consigned to the warehouse must arrive by **6/30/23***
*Shipments received after **6/30/23** are subject to a 25% surcharge, unless shipping via ABF Freight.*
*Shipments consigned to the warehouse will not be accepted if delivered after **7/7/23***
*Shipments consigned to show site will not be accepted if delivered before **07/11/23***

WHERE TO SHIP:

Shipments consigned to

Shipments consigned to

HANGING SIGNS -

2023 IDEA World
 ABF Freight
 c/o RPMXPO
 8001 Telegraph Road
 Pico Rivera, CA 90660

2023 IDEA World
 Los Angeles Convention Center
 c/o RPMXPO
 1201 S Figueroa St
 Los Angeles, CA 90015

2023 IDEA World
 ABF Freight
 c/o RPMXPO
 8001 Telegraph Road
 Pico Rivera, CA 90660

The Show Name, Your Company Name and Booth Number MUST be referenced on all shipments

AUTHORIZATION TO PROVIDE MATERIAL HANDLING

We hereby authorize RPMXPO to handle our shipment(s) in accordance with the information above and on the reverse side of this form, and have read this order and agree to the terms and provisions hereof including those on the reverse side and acknowledge receipt of a copy. We agree that RPMXPO will provide its services as our agent, and not as bailee or shipper, and if any employee of RPMXPO shall sign a delivery receipt, bill-of-lading, or other documents, we agree that they will do so as our agent, and we accept the responsibility therefor.

We agree, in the event of a dispute with RPMXPO relative to any loss or damage to any of our materials or equipment that we will not withhold payment of any amount due to them for drayage or any other services provided by RPMXPO Services as an offset against the amount of the alleged loss or damage. Instead, we agree to pay RPMXPO for the full amount of the invoice for all such charges, and we further agree that any claim we may have against RPMXPO shall be pursued independently by us as a completely separate transaction to be resolved on its own merits.

Please Complete	Piece Count	Estimated Weight	ST Rate Per CWT (100 lbs.)	ST Charges	Estimated Amount
Warehouse Advance Receiving - Crated			\$ 121.00	\$	\$
Direct Shipment to Show Site - Crated			\$ 121.00	\$	\$
Direct Shipment to Show Site - Uncrated			\$ 151.00	\$	\$
Direct Shipment to Show Site - Special Handling			\$ 151.00	\$	\$
Direct Shipment to Show Site - Clothing Rate			\$475.00	\$	\$
Warehouse and Direct Shipment to Show Site - Specialized Carrier Shipment (up to 30 lbs.)			\$ 60.00 each carton	\$	\$

NOTE: 200 LB MINIMUM PER SHIPMENT

TOTAL AMOUNT → \$

Direct to Show Site Only	Truck Count	Per Truck	Estimated Amount
Marshalling Yard Fee		\$ 45.00	\$
TOTAL AMOUNT →			\$

Company Name:	Booth #:
Ordered By:	Phone #:
Signature:	Date:

Reverse Side of Material Handling Order Form

Please read carefully! You are entering a contract which may limit your possible recoveries in case of loss or damage.

The terms and conditions set forth below, become a part of the contractual agreement between RPMXPO Services/ABF Freight and you, the EXHIBITOR. Acceptance of said terms and conditions will be construed by agreeing to the rules and regulations of exhibiting at the event. This Bill of Lading and/or Delivery Receipt will act as a binding document for any potential claims. By signing this RPM Bill of Lading, Exhibitor/Exhibitor's Agent guarantees payment for shipping services provided by RPM and/or RPM's Agent — no exceptions.

1. **DEFINITIONS.** The name RPM shall be construed within the meaning of this contract as ABF Freight Services and their employees, officer, agents, and assigns including any subcontractors that RPM may appoint. The term EXHIBITOR refers to any party who contracts for services with RPM.

2. **RPM RESPONSIBILITIES.** RPM shall be responsible only for those services which it directly provides, and hereby agrees to execute its contractual duties in good faith. RPM assumes no responsibilities for any persons, parties, or other contracting firms not under RPM direct supervision and control. RPM shall not be responsible for loss, delay, or damage due to strikes, lockouts, work stoppages, natural elements, vandalism, acts of God, civil disturbances, power failures, acts of terrorism or war, or any other causes beyond RPM reasonable control, or for ordinary wear and tear in the handling of materials.

3. **INSURANCE.** It is understood that RPM is not an insurer. Insurance on exhibit materials, if any, shall be obtained by EXHIBITOR in amounts and for perils determined by EXHIBITOR. EXHIBITOR agrees to provide RPM with a release of subrogation to the extent that any insurance settlement is received.

4. **CLAIMS(S) FOR LOSS.** EXHIBITOR agrees that any and all claims for loss or damage shall be submitted to RPM prior to the conclusion of the show when alleged loss or damage occurred prior to that time, and in all cases within 30 days of the conclusion of the show. For claim reporting purposes the "conclusion" of the show shall be construed as the end of the day on which EXHIBITOR must vacate the show site. All claims reported after the (30) day period will be rejected. In no event shall a suit or action be brought against RPM more than one year after the date that loss or damage occurred.

5. **INDEMNIFICATION.** Exhibitor agrees to indemnify, forever hold harmless and defend RPM and their employees, officers, and agents from and against any and all claims, causes of action, fines, penalties, damages, liabilities, judgments, and expenses on account of personal injury or death, damage to or loss of property or profits arising out of, or contributed to, by any of the following:

- EXHIBITOR'S negligent supervision of any labor secured through RPM or the negligent supervision of such labor by any of EXHIBITOR'S employees, agents, representatives, invitees, and/or any EXHIBITOR appointed contractor (EAC).
- EXHIBITOR'S negligence, willful misconduct, or deliberate act, or such actions of Exhibitor's employees, agents, invitees, representatives, or EACs at the show or exposition to which this contract relates, including but not limited to the misuse, improper use, unauthorized alteration, or negligent handling of RPM equipment.
- EXHIBITOR'S violation of Federal, State, or Local ordinances.
- EXHIBITOR'S violation of Show Regulations and/or Rules as published by Facility and/or Show Management.

6. **PACKAGING AND CRATES.** RPM shall not be responsible for surface damage to loose or uncrated materials, pad-wrapped materials, or shrink-wrapped materials RPM shall not be responsible for concealed damage, damage to carpets in bags or poly, or damage to materials improperly packed. RPM shall not be responsible for crates and packaging which are unsuitable for handling, partially assembled, or having prior damage.

7. **EMPTY CONTAINERS.** Affixing "empty storage" labels to containers is the sole responsibility of EXHIBITOR or his representative. All previous labels should be removed. RPM assumes no responsibility for removal or misdelivery of containers with old labels or incorrect information on labels, or for loss or damage to materials stored in containers labeled "empty."

RPM'S LIABILITY LIMITS. If found liable for any loss or damage, RPM's sole and maximum liability for loss of or damage to EXHIBITOR'S materials will be limited to the repair or replacement with like kind and quantity, subject to a dollar amount not to exceed \$.50 per lb. per shipment based on the weight of the article(s) lost or damaged, or a maximum liability of \$50.00 per shipment, whichever is less. RPM shall be liable ONLY for loss of or damage to articles actually physically handled or for articles for which RPM specifically acknowledges receipt in writing. RPM shall in no event be liable for collateral, exemplary, indirect costs or damages, or loss of sales resulting from or related to a claim for loss or damage of material. In no event will RPM be held liable for any concealed damage-no exceptions.

8. **PAYMENT FOR SERVICES MAY NOT BE WITHHELD.** In the event of any dispute between EXHIBITOR and RPM relative to any loss or damage claim, the EXHIBITOR shall not be entitled to and shall not withhold payment to RPM as an offset against the amount of the alleged loss or damage. Any claim against RPM shall be considered a separate transaction and shall be resolved on its own merit.

9. **INBOUND SHIPMENTS.** Consistent with trade show industry practices, there may be a lapse of time between the delivery of shipment(s) the booth and the arrival of the EXHIBITOR or his representative. During such time the materials will be left unattended. RPM is not, and cannot be, responsible for loss, damage, theft, or disappearances of EXHIBITOR'S material after same have been delivered to the EXHIBITOR'S booth at show site.

10. **OUTBOUND SHIPMENTS.** Consistent with trade show industry practices, there may be a lapse of time between the completion of packing and the actual pick up of EXHIBITOR'S materials from the booth for loading onto a carrier. During such time the materials will be left unattended. RPM shall not be responsible for loss, damage, theft of, or disappearance of EXHIBITOR'S material before same have been picked up for loading after the show. All materials will be checked at the booth at the time of loading using document(s) submitted to RPM by EXHIBITOR. Notations of exceptions to conditions of materials, or piece counts will be made on the form submitted by EXHIBITOR. RPM assumes no responsibility for loss, damage, theft, or disappearance of EXHIBITOR'S materials after same have been delivered to EXHIBITOR'S appointed carrier, or agent for transportation after the show. RPM loads materials onto the carrier's truck under the supervision of the carrier driver who checks and signs for the materials. RPM assumes no liability for any materials after carrier assumes custody of materials. If EXHIBITOR'S designated carrier fails to show by the move out deadline after a show, RPM shall have the authority to route EXHIBITOR'S shipment via an alternate carrier, or return shipment to a local warehouse for disposition at EXHIBITOR'S expense.

ADVANCE WAREHOUSE

EXHIBIT MATERIAL

Rush to:

ABF Freight

c/o RPMXPO
8001 Telegraph Road
Pico Rivera, CA 90660



2023 IDEA World
Los Angeles Convention Center
Los Angeles, CA
July 14-15, 2023

Exhibitor

Booth #

On target shipments, without surcharge, must arrive by:
June 30, 2023

Off target shipments, with surcharge, must arrive no later than:
July 7, 2023

ADVANCE WAREHOUSE

EXHIBIT MATERIAL

Rush to:

ABF Freight

c/o RPMXPO
8001 Telegraph Road
Pico Rivera, CA 90660



2023 IDEA World
Los Angeles Convention Center
Los Angeles, CA
July 14-15, 2023

Exhibitor

Booth #

On target shipments, without surcharge, must arrive by:
June 30, 2023

Off target shipments, with surcharge, must arrive no later than:
July 7, 2023

- These shipping labels are provided for your convenience to assist in preparing shipments direct to the advance warehouse.
- Please cut along dashed lines and affix one to each piece of your shipment direct to the advance warehouse.
- Please make additional copies of these labels as needed.
- Important note: Warehouse is not temperature controlled.
- Hazardous materials will not be accepted at warehouse.

IMPORTANT: These labels are for Advance Warehouse Shipments ONLY.

DIRECT TO SHOW SITE

EXHIBIT MATERIAL

Rush to:

Los Angeles Convention Center

c/o RPMXPO

1201 S Figueroa St

Los Angeles, CA 90015



2023 IDEA World
Los Angeles Convention Center
Los Angeles, CA
July 14-15, 2023

Exhibitor

Booth #

*Exhibitor move-in begins:
July 11, 2023*



DIRECT TO SHOW SITE

EXHIBIT MATERIAL

Rush to:

Los Angeles Convention Center

c/o RPMXPO

1201 S Figueroa St

Los Angeles, CA 90015



2023 IDEA World
Los Angeles Convention Center
Los Angeles, CA
July 14-15, 2023

Exhibitor

Booth #

*Exhibitor move-in begins:
July 11, 2023*



- These shipping labels are provided for your convenience to assist in preparing shipments direct to 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.

IMPORTANT: These labels are for Direct to Show Site Shipments ONLY.

HANGING SIGN

EXHIBIT MATERIAL

Rush to:

ABF Freight

c/o RPMXPO
8001 Telegraph Road
Pico Rivera, CA 90660



2023 IDEA World
Los Angeles Convention Center
Los Angeles, CA
July 14-15, 2023

Exhibitor

Booth #

On target shipments, without surcharge, must arrive by:
June 30, 2023

Off target shipments, with surcharge, must arrive no later than:
July 7, 2023



HANGING SIGN

EXHIBIT MATERIAL

Rush to:

ABF Freight

c/o RPMXPO
8001 Telegraph Road
Pico Rivera, CA 90660



2023 IDEA World
Los Angeles Convention Center
Los Angeles, CA
July 14-15, 2023

Exhibitor

Booth #

On target shipments, without surcharge, must arrive by:
June 30, 2023

Off target shipments, with surcharge, must arrive no later than:
July 7, 2023



- These shipping labels are provided for your convenience to assist in preparing shipments direct to the advance warehouse.
- Please cut along dashed lines and affix one to each piece of your shipment direct to the advance warehouse.
- Please make additional copies of these labels as needed.
- Important note: Warehouse is not temperature controlled.
- Hazardous materials will not be accepted at warehouse.

IMPORTANT: These labels are for Sign Shipments ONLY.



Refrigerated Freight Information

IF YOU ARE SHIPPING TO THE SHOW:

On the following page is a label that was created specifically for product/items that need to be refrigerated upon arrival to the conference site. This is not to be used in place of your carriers shipping labels, this is just to mark the freight to be delivered to the correct location.

IF YOU ARE BRINGING YOUR ITEMS IN A PERSONALLY OWNED VEHICLE/VAN:

You will still need to attach these labels to the pieces you need to be refrigerated. The loading dock will be staffed by freight personnel whom you can inform of the marked pieces that will be refrigerated when you arrive.

****PLEASE NOTE REFRIGERATED ITEMS MAY ONLY BE SHIPPED DIRECTLY TO SHOW SITE****

RETRIEVING YOUR REFRIGERATED ITEMS:

Items stored in the refrigerated unit will be billed a \$500 set-up fee and ½ hour labor each time you need to retrieve these items. There will be a service desk for the full duration of the show which you can visit to inform me of needed materials.

Refrigerated items are still subject to standard material handling rates.

REFRIGERATED TRAILER

Los Angeles Convention Center

c/o RPMXPO

1201 S Figueroa St

Los Angeles, CA 90015



Exhibitor

Booth #

*Exhibitor move-in begins:
8am - 5pm July 12-13, 2023*

2023 IDEA World
Los Angeles Convention Center
Los Angeles, CA
July 14-15, 2023

REFRIGERATED TRAILER

Los Angeles Convention Center

c/o RPMXPO

1201 S Figueroa St

Los Angeles, CA 90015



Exhibitor

Booth #

*Exhibitor move-in begins:
8am - 5pm July 12-13, 2023*

2023 IDEA World
Los Angeles Convention Center
Los Angeles, CA
July 14-15, 2023

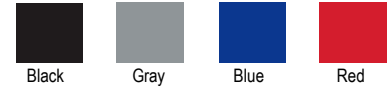
- These shipping labels are provided for your convenience to assist in preparing shipments direct to show site.
- Please cut along dashed lines and affix one to each piece of your shipment direct to the show site.
- Please make additional copies of these labels as needed.
- Important note: Hazardous materials will not be accepted at show site.

IMPORTANT: These labels are for Refrigerated Trailer Shipments ONLY.

Booth Carpet/Padding Order Form **Deadline: 7/9/23**

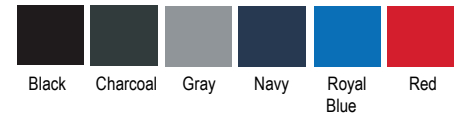
STANDARD CARPET					
Price includes installation. Please select your color from those at right under "Standard Carpet Colors." <i>No guarantee of color match when ordering multiple carpets.</i>					
Color	Quantity	Size	Advance Rate	Standard Rate	Amount
		10' X 10'	\$ 225.23	\$ 281.53	\$
		10' X 20'	\$ 412.91	\$ 516.14	\$
		10' X 30'	\$ 625.15	\$ 781.44	\$

Standard Carpet Colors



CUSTOM SIZE CARPET					
Includes poly covering for protection and installation to fit booth space. <i>Note: 100 Square Foot Minimum Order</i> Please select your color from those at right under "Custom Size Carpet Colors."					
Dimensions	Total Sq. Ft.	Color	Advance Rate	Standard Rate	Amount
' X '			\$ 4.03 / sq. ft.	\$ 5.04 / sq. ft.	\$

Custom Size Carpet Colors



26 OZ. PLUSH CUSTOM-SIZE CARPET					
Includes poly covering for protection and installation to fit booth space. <i>Note: 100 Square Foot Minimum Order</i> Please select your color from those at right under "26 oz. Plush Carpet Colors."					
Dimensions	Total Sq. Ft.	Color	Advance Rate	Standard Rate	Amount
' X '			\$ 5.55 / sq. ft.	\$ 6.94 / sq. ft.	\$

26 oz. Plush Carpet Colors



CUSTOM PADDING					
<i>Note: 100 Square Foot Minimum Order</i>					
Dimensions	Total Sq. Ft.	Advance Rate	Standard Rate	Amount	
' X '		\$ 2.00 / sq. ft.	\$ 2.49 / sq. ft.	\$	

VISQUEEN					
<i>Note: 100 Square Foot Minimum Order</i>					
Dimensions	Total Sq. Ft.	Advance Rate	Standard Rate	Amount	
' X '		\$ 1.17 / sq. ft.	\$ 1.46 / sq. ft.	\$	

Sub-Total	\$
9.5% CA Sales Tax	\$
TOTAL AMOUNT →	\$

Please note: The carpet colors shown above are represented as accurately as possible; however, due to the variances among computer monitors and printers, the colors displayed on your screen or printed form may not depict an accurate reproduction of the actual swatch color.

Payment Policy: Payment in full for rental charges, including applicable tax, must accompany your advance order to qualify for discount rates. All orders placed after the return deadline or at the Service Desk will be invoiced at standard rates. All outstanding invoices must be settled at the Service Desk prior to show closing. No telephone orders accepted. All charges in U.S. funds only. Check, cash, traveler's checks, Visa, MasterCard, Discover, and American Express accepted. All rental items are subject to availability. Exhibitors will be charged for the equipment they use in their booth.

Cancellation Policy: Rental orders cancelled 48 hours *prior* to delivery will be refunded at 50% of original price. Rental orders cancelled *after* delivery are non-refundable.

Company Name:	Booth #:
Ordered By:	Phone #:
Signature:	Date:

Tables Order Form

Deadline: 7/9/23

DRAPED DISPLAY TABLES				
COLORS: Black, Blue, Gold, Grey, Purple, Red, Teal and White Price includes white vinyl top & 3 sides draping				
Qty	Description	Advance Rate	Standard Rate	Amount
	2' X 4' X 30" High	\$ 199.30	\$ 249.13	\$
	2' X 6' X 30" High	\$ 233.16	\$ 291.45	\$
	2' X 8' X 30" High	\$ 286.73	\$ 358.42	\$
	2' X 4' X 42" High	\$ 220.96	\$ 276.20	\$
	2' X 6' X 42" High	\$ 286.71	\$ 358.39	\$
	2' X 8' X 42" High	\$ 329.31	\$ 411.64	\$
UNDRAPED DISPLAY TABLES				
	2' X 4' X 30" High	\$ 109.73	\$ 137.16	\$
	2' X 6' X 30" High	\$ 129.74	\$ 162.17	\$
	2' X 8' X 30" High	\$ 155.40	\$ 194.25	\$
	2' X 4' X 42" High	\$ 122.85	\$ 153.56	\$
	2' X 6' X 42" High	\$ 153.96	\$ 192.45	\$
	2' X 8' X 42" High	\$ 172.07	\$ 215.09	\$
TABLE DRAPING - 4TH SIDE				
	For 30" High Table	\$ 86.36	\$ 107.95	\$
	For 42" High Table	\$ 99.62	\$ 124.53	\$

ROUND PEDESTAL TABLES				
Qty	Description	Advance Rate	Standard Rate	Amount
	Round Pedestal Table (30" H X 30" D)	\$ 259.88	\$ 324.84	\$
	Round Pedestal Table (42" H X 30" D)	\$ 277.20	\$ 346.50	\$
Sub-Total				\$
9.5% CA Sales Tax				\$
TOTAL AMOUNT →				\$



Choose Your Table Draping Colors



Please note: The drape colors shown above are represented as accurately as possible; however, due to the variances among computer monitors and printers, the colors displayed on your screen or printed form may not depict an accurate reproduction of the actual swatch color.



Payment Policy: Payment in full for rental charges, including applicable tax, must accompany your advance order to qualify for discount rates. All orders placed after the return deadline or at the Service Desk will be invoiced at standard rates. All outstanding invoices must be settled at the Service Desk prior to show closing. No telephone orders accepted. All charges in U.S. funds only. Check, cash, traveler's checks, Visa, MasterCard, Discover, and American Express accepted. All rental items are subject to availability. Exhibitors will be charged for the equipment they use in their booth.

Cancellation Policy: Rental orders cancelled 48 hours prior to delivery will be refunded at 50% of original price. Rental orders cancelled after delivery are non-refundable.

Company Name:	Booth #:
Ordered By:	Phone #:
Signature:	Date:

Booth Accessories Order Form **Deadline: 7/9/23**

BOOTH ACCESSORIES				
Qty	Description	Advance Rate	Standard Rate	Amount
	Side Chair	\$ 129.94	\$ 162.42	\$
	Padded Stool	\$ 126.53	\$ 158.16	\$
	Wastebasket	\$ 23.63	\$ 29.53	\$
	Floor Easel	\$ 53.61	\$ 67.02	\$
	Sign Holder	\$ 87.55	\$ 109.44	\$
	Waterfall Rack	\$ 151.73	\$ 189.66	\$
	Bag Rack	\$ 211.84	\$ 264.80	\$
	Literature Rack	\$ 268.74	\$ 335.92	\$
	8' Upright and base	\$ 25.60	\$ 32.00	\$
	Crossbar	\$ 25.60	\$ 32.00	\$
	Stem Light	\$ 108.74	\$ 135.92	\$
Sub-Total				\$
9.5% CA Sales Tax				\$
TOTAL AMOUNT →				\$



Side Chair



Padded Stool



Wastebasket



Floor Easel



Sign Holder



Waterfall Rack



Bag Rack



Literature Rack



8' Upright and base



Crossbar



Stem Light

Payment Policy: Payment in full for rental charges, including applicable tax, must accompany your advance order to qualify for discount rates. All orders placed after the return deadline or at the Service Desk will be invoiced at standard rates. All outstanding invoices must be settled at the Service Desk prior to show closing. No telephone orders accepted. All charges in U.S. funds only. Check, cash, traveler's checks, Visa, MasterCard, Discover, and American Express accepted. All rental items are subject to availability. Exhibitors will be charged for the equipment they use in their booth.

Cancellation Policy: Rental orders cancelled 48 hours *prior* to delivery will be refunded at 50% of original price. Rental orders cancelled *after* delivery are non-refundable.

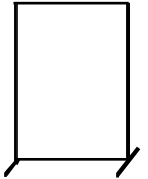
Company Name:	Booth #:
Ordered By:	Phone #:
Signature:	Date:

Specialty Equipment Order Form **Deadline: 7/9/23**

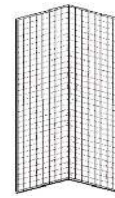
SPECIALTY EQUIPMENT				
Qty	Description	Advance Rate	Standard Rate	Amount
	Tensa Barrier	\$ 111.56	\$ 139.45	\$
	2' X 8' Grid (Minimum order of 2)	\$ 148.25	\$ 185.31	\$
	Posterboard: 8ft. X 4ft. Black Panel - Vertical	\$ 263.55	\$ 329.44	\$
	Posterboard: 4ft. X 8ft. Black Panel - Horizontal	\$ 263.55	\$ 329.44	\$
	Pegboard in Frame: 8ft. X 4ft. White Panel - Vertical	\$ 263.55	\$ 329.44	\$
	Pegboard in Frame: 4ft. X 8ft. White Panel - Horizontal	\$ 263.55	\$ 329.44	\$
	Showcase - 6' Full View	\$ 685.79	\$ 857.23	\$
	Showcase - 6' Half View	\$ 685.79	\$ 857.23	\$
Sub-Total				\$
9.5% CA Sales Tax				\$
TOTAL AMOUNT →				\$



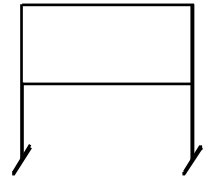
Tensa Barrier



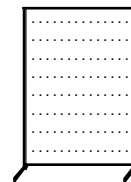
Posterboard Vertical



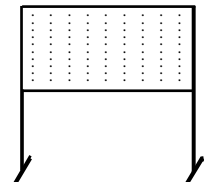
2' X 8' Grid
(2 shown)



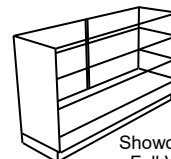
Posterboard Horizontal



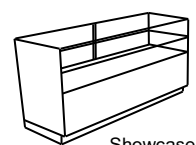
Pegboard Horizontal



Pegboard Vertical



Showcase - Full View



Showcase - Half View



Back Drape / Side Rail Order Form	Deadline: 7/9/23
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BACK DRAPE AND SIDE RAILS Price is per linear foot and includes required hardware (uprights, crossbars, etc.). AVAILABLE COLORS: Black, Blue, Burgundy, Gold, Grey, Purple, Red, Teal and White				
Drape Height	Color	# of Linear Feet Required	Rate per Linear Foot	Amount
3 FEET HIGH			\$ 16.60 / linear foot	\$
8 FEET HIGH			\$ 23.82 / linear foot	\$
Sub-Total				\$
9.5% CA Sales Tax				\$
TOTAL AMOUNT →				\$

Payment Policy: Payment in full for rental charges, including applicable tax, must accompany your advance order to qualify for discount rates. All orders placed after the return deadline or at the Service Desk will be invoiced at standard rates. All outstanding invoices must be settled at the Service Desk prior to show closing. No telephone orders accepted. All charges in U.S. funds only. Check, cash, traveler's checks, Visa, MasterCard, Discover, and American Express accepted. All rental items are subject to availability. Exhibitors will be charged for the equipment they use in their booth.

Cancellation Policy: Rental orders cancelled 48 hours *prior* to delivery will be refunded at 50% of original price. Rental orders cancelled *after* delivery are non-refundable.

Company Name:	Booth #:
Ordered By:	Phone #:
Signature:	Date:

Standard Booth Rental

Deadline: 7/9/23

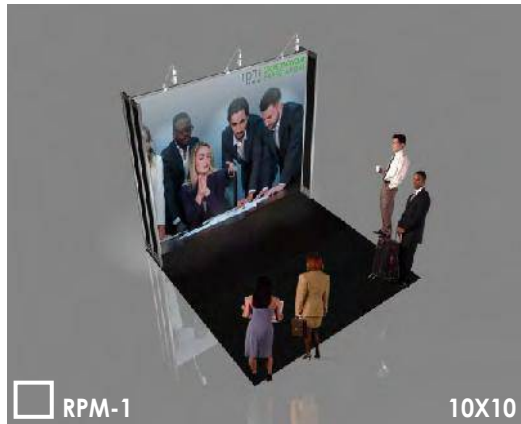
CHOOSE YOUR RENTAL MODEL:

DEADLINE FOR DISCOUNT RATES (as priced below):

DEADLINE for prices below + 15%: Up to 7 days after Deadline

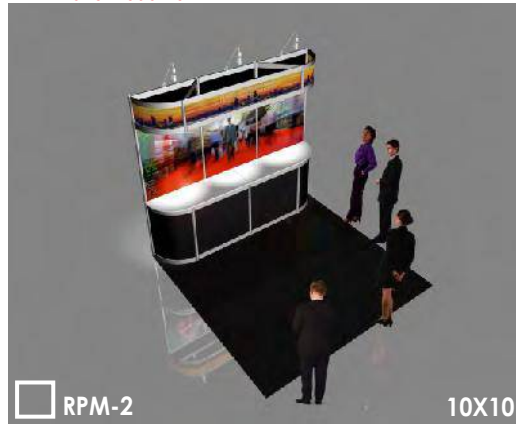
DEADLINE for prices below + 35%: From the 8th - 14 days after Deadline

DEADLINE for prices below + 50%: From the 15th - 21 days after Deadline



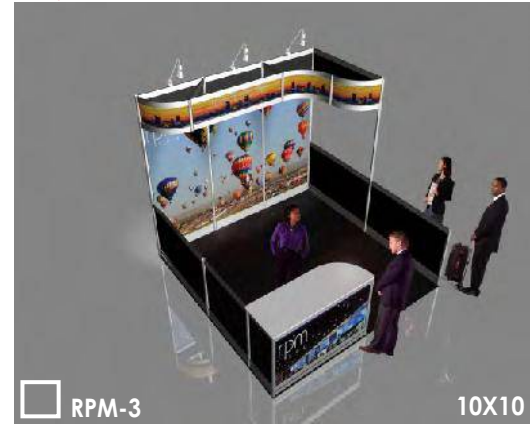
RPM-1 10X10

\$2,520 - includes full-wall lighted banner graphic



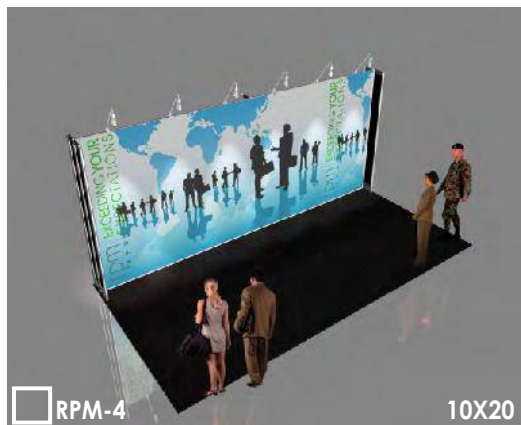
RPM-2 10X10

\$3,450 - includes 3 lighted graphic panels, graphic header, and storage/display cabinet



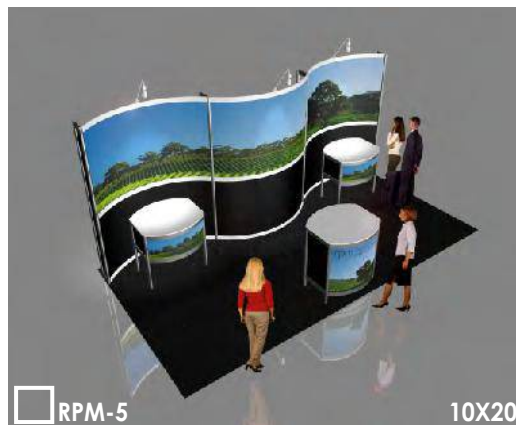
RPM-3 10X10

\$3,875 - includes 3 lighted graphic panels, graphic header, storage/display cabinet with graphic, and side rails



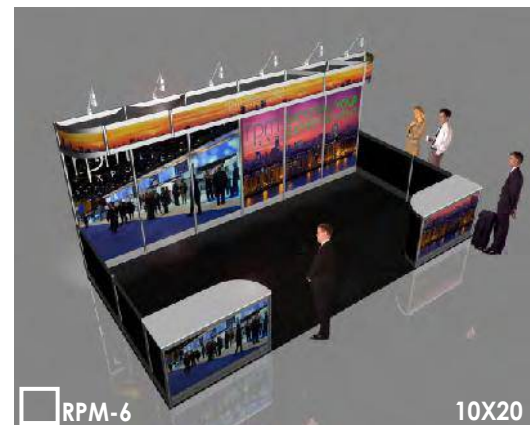
RPM-4 10X20

\$4,985 - includes full-wall lighted banner graphic



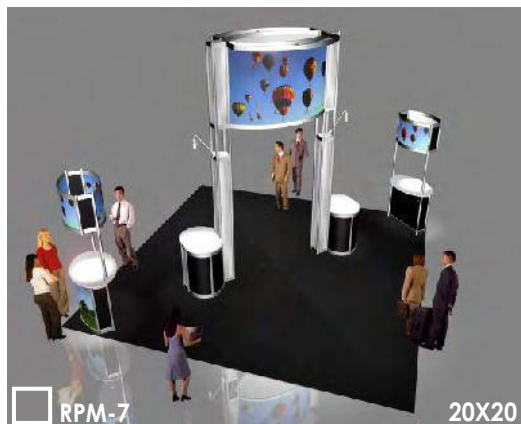
RPM-5 10X20

\$5,975 - includes 3 curved, lighted graphic panels, 2 display counters with graphics, and reception storage/display counter with graphic



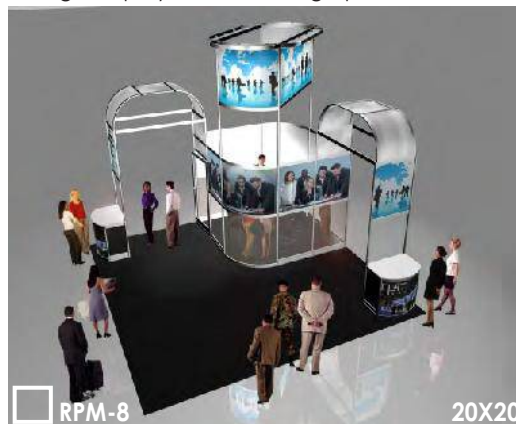
RPM-6 10X20

\$7,654 - includes 6 lighted graphic panels, graphic header, 2 storage/display cabinets with graphics, and side rails



RPM-7 20X20

\$7,235 - includes 15' lighted graphic tower 2, lighted display counters, and 2 storage/display cabinets with graphics, lighted counter tops and graphic headers



RPM-8 20X20

\$11,340 - includes 15' high lighted graphic header over 10'x10' meeting room with graphics, all sides, plus 2 storage/display cabinets with graphics and graphic headers



RPM-9 20X20

\$13,590 - includes 10' high graphic walls, central meeting space with 2 coffee/literature display cabinets and graphic headers, plus 4 storage/display cabinets with graphics, at booth corners

In-line Models include standard carpet (choice of 4 colors); 20'x20' Models include custom carpet (choice of 6 colors). All models include daily carpet cleaning, delivery to show site, drayage (material handling) from loading dock to your booth space, and installation/dismantle labor. All Models include your choice of black, white, or gray for your blank (non-graphic) panels.

Please inquire regarding the numerous accessories available for all Models.



Modular Hardwall Accessories Order Form **Deadline: 7/9/23**

MODULAR HARDWALL ACCESSORIES				
Quantity	Description	Advance Rate	Standard Rate	Amount
	Velcro Panel Insert (replaces PVC panel)	\$ 236.45	\$ 295.56	\$
	Pegboard Panel Insert (1 m x 8' high) (replaces PVC panel)	\$ 200.61	\$ 250.77	\$
	Hanging Rod Attachment	\$ 212.56	\$ 265.70	\$
	Cascading Waterfall Attachment	\$ 57.36	\$ 71.70	\$
	Extra White PVC Panel	\$ 394.01	\$ 492.52	\$
	Extra Velcro Panel	\$ 453.74	\$ 567.17	\$
	1 Meter Counter (36"x42"x18")	\$ 650.35	\$ 812.94	\$
	2 Meter Counter (72"x36"x18")	\$ 743.73	\$ 929.66	\$
	Locks for Counters	\$ 61.04	\$ 76.30	\$
	1 Straight Shelf & 2 Brackets	\$ 112.22	\$ 140.28	\$
	1 Angled Shelf & 2 Brackets	\$ 136.17	\$ 170.22	\$
	Side Rail (each)	\$ 357.00	\$ 446.25	\$
Sub-Total				\$
9.5% CA Sales Tax				\$
TOTAL AMOUNT →				\$

Payment Policy: Payment in full for rental charges, including applicable tax, must accompany your advance order to qualify for discount rates. All orders placed after the return deadline or at the Service Desk will be invoiced at standard rates. All outstanding invoices must be settled at the Service Desk prior to show closing. No telephone orders accepted. All charges in U.S. funds only. Check, cash, traveler's checks, Visa, MasterCard, Discover, and American Express accepted. All rental items are subject to availability.

Cancellation Policy: Rental orders cancelled *prior* to delivery will be refunded at 100% of original price. Rental orders cancelled *after* delivery will receive a credit of 50% of the original price to be applied to a new purchase at standard rates. No refunds will be issued.

Company Name:	Booth #:
Ordered By:	Phone #:
Signature:	Date:

rpmXPO GUIDELINES FOR PRINTED ARTWORK

So that we can provide for you our best possible image results, please observe the following when setting up your graphic files for print:

- 150 dpi minimum resolution - 300 dpi is preferred
- CMYK color format
- .PDF file format, only
- 100% file size (full print size)*
- Exact image size and name as shown in our extracts
- Minimum 1/8" (.125") bleed all sides, with crop marks
- Or, *for single-sided images, only*, you have the option of surrounding the image with cut lines in any spot color named "Thru_cut". No bleed is then required.

*For very large images, half-size or quarter-size files may be submitted. In such cases, please indicate '1/2 size file' or '1/4 size file.' Your images will be printed full size.

Thank you.



Vehicle Spotting Order Form	Deadline: 7/9/23
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VEHICLES ON DISPLAY		
All vehicles entering the exhibit floor for booth display purposes will be "Spotted" by RPMXPO. A Spotting Fee of \$95.00 (round trip) applies. Only self-propelled vehicles that can be driven on to and off the show floor, escorted by an RPM Employee, will be considered for our spotting rate.		
Quantity of Vehicles to be Spotted	Rate per Round Trip	Total
	\$ 95.00	\$
TOTAL AMOUNT →		\$

All vehicles must take the following safety precautions:

- Batteries must be disconnected and taped
- Fuel tanks must have no more than one quarter of a tank of gas
- Fuel tanks must be locked with a locking cover to prevent the escape of vapors
- Refueling, or removal of fuel from vehicles, on the premises is prohibited
- Vehicles may not be moved during show hours

Payment Policy: Credit Card information must be on file for all services. All outstanding invoices must be settled at the Service Desk prior to show closing. No telephone orders accepted. All charges in U.S. funds only. Check, cash, traveler's checks, Visa, MasterCard, Discover, and American Express accepted.

Company Name:	Booth #:
Ordered By:	Phone #:
Signature:	Date:



Accessible Storage Order Form **Deadline: 7/9/23**

ACCESSIBLE STORAGE ORDER FORM

RPMXPO Services will go to all reasonable lengths to secure your product; however, we are not responsible for the contents of open boxes put into storage. All storage will be delivered to your booth first. Once the piece count has been verified, the product will be moved into storage.

THE CHARGES FOR ACCESSIBLE STORAGE ARE AS FOLLOWS:

- STORAGE CHARGE — \$25.00 per 16 square feet per day
- LABOR CHARGE — 1/2 hour minimum labor charge per move, based on the rates set forth in this manual on the "Display Labor Order Form" (\$134.50 per hour ST, \$201.75 per hour OT)

Please complete all sections below:

- We will require _____ square feet of space in Accessible Storage for:
 - # of boxes _____
 - # of cases _____
 - # of cartons _____
 - # of crates _____
 - # of skids _____
- Description of product we are storing: _____

- We will need access to this product:
 _____ times a day at _____ a.m. and/or _____ times a day at _____ p.m.

STORAGE CHARGE (\$25.00 per 16 sq ft increment)	X	# of Square Feet Required (16 sq ft increments)	X	Total # of Days You Will Need Access	=	Storage Charge — Estimated Amount Due
\$25.00 per Day	X		X		=	\$
LABOR CHARGE — ST (1/2 hr. min. labor charge — \$134.50/hr ST — per move.)	X	# of Times per Day You Will Need Access	X	# of Days Required	=	ST Labor Charge — Estimated Amount Due
134.50hr ST (min. 1/2 hr)	X		X		=	\$
LABOR CHARGE — OT (1/2 hr. min. labor charge — \$201.75/hr OT — per move.)	X	# of Times per Day You Will Need Access	X	# of Days Required	=	OT Labor Charge — Estimated Amount Due
\$201.75/hr OT (min. 1/2 hr)	X		X		=	\$

TOTAL AMOUNT → \$

Payment Policy: Payment in full of all charges, including applicable tax, must accompany your advance order to qualify for discount rates. All orders placed after the return deadline or at the Service Desk will be invoiced at standard rates. All outstanding invoices must be settled at the Service Desk prior to show closing. No telephone orders accepted. All charges in U.S. funds only. Check, cash, traveler's checks, Visa, MasterCard, Discover, and American Express accepted.

Company Name:	Booth #:
Ordered By:	Phone #:
Signature:	Date:

Union Regulations

THE FOLLOWING GUIDELINES APPLY IN THE LOS ANGELES AREA. We are certain you will appreciate knowing in advance that union labor may be required for certain aspects of your exhibit handling. To help you understand the jurisdiction that the various unions have, we ask that you read the following:

ELECTRICAL LABOR & PLUMBING Responsible for assembly, installation, and dismantling of anything that uses electricity as a source of power to the building electrical system. This includes: electrical wiring, electrical signs, multiple TV and VCR connections, videotaping using multiple video cameras, including camera operation, audio and lighting. Responsible for all plumbing supplies. This includes: air, water, gas lines, tanks and venting

LABOR — UNION The Union has jurisdiction for the operation of all material-handling equipment, all unloading and reloading, and the handling of empty containers. Exhibitors may unload their own vehicles provided they do not use any material handling equipment (fork-lifts, flatbeds, dollies, pallet jacks, etc.) For the efficiency of the trade show as a whole, an area will be set aside for these self-unloading exhibitors.

INSTALLATION & DISMANTLE LABOR — UNION All hired labor must belong to Local union. Labor can be ordered in advance by returning the enclosed form, or on show site, at the RPMXPO Service Desk. Three options for installation and dismantle labor exist in Los Angeles. Labor may be performed by full-time employees of the exhibiting company; or hired through RPMXPO, the official general service contractor; or hired through an exhibitor appointed contractor that complies with the local union jurisdiction.

PLEASE NOTE: Please do not tip any employee. Do not give coffee breaks, for union employees have a fifteen minute paid break mid-morning and mid-afternoon. Any attempt by an employee to solicit a gratuity for any service should be reported immediately to RPMXPO and/or Exhibit Management. Union employees are paid a good wage scale, and tipping is strongly discouraged and is not an accepted policy of any Official Service Supplier. If you encounter any difficulty with any laborer, or if you are not satisfied with the work performed, please bring this to the attention of RPMXPO. Please refrain from voicing complaints directly to craft personnel. The person in charge of your exhibit should carefully inspect and sign all work order forms. If there are any questions about any bills, bring the bill to the appropriate Service Desk and discuss it with the person in charge prior to leaving show site.



Display Labor Order Form **Deadline: 7/9/23**

Display Labor for Installation and Dismantling of Exhibits	
<i>— Power Tools Are Not Supplied —</i>	
Straight Time 8:00 am to 4:30 pm Monday through Friday.	Overtime After 4:30 pm until 8:00 am Monday through Friday, all day Saturday and Sunday.
\$ 134.50 per hour, one hour minimum per worker, thereafter 1/2 hr. increments.	\$ 201.75 per hour, one hour minimum per worker, thereafter 1/2 hr. increments.
All Labor orders received after the return deadline date will be charged an additional 25%	

NOTE: 8:00 am is the only guaranteed starting time. All the other orders will be filled as labor is available. All labor must be signed in and out at the Service Desk. Exhibitors not checked in by their requested starting times are subject to a 1 hour minimum charge per worker ordered, unless we receive written cancellation 24 hours prior to starting time.

PLEASE INDICATE SERVICE REQUIRED:

- EXHIBITOR'S SUPERVISION – All work performed must be under the supervision of the Exhibitor
- RPMXPO SUPERVISION – Hourly rate plus 30% Supervision charge. Minimum \$40.00. Detailed set-up and outbound shipping instructions must be sent in advance.

	Dates Required	# of Workers Requested	Time of Day Requested	Estimated # of Hours Per Worker	Estimated Amount
SET-UP	Tuesday, July 11th				\$
	Wednesday, July 12th				\$
	Thursday, July 13th				\$
DISMANTLE	Saturday, July 15th				\$
	Sunday, July 16th				\$
TOTAL AMOUNT →					\$

Name of Carrier: _____ # of Crates: _____ # Cartons: _____ # of Skids: _____

Display shipped to:	<input type="checkbox"/> Warehouse	<input type="checkbox"/> Show Site	<input type="checkbox"/> Display includes Carpet	<input type="checkbox"/> Will Rent Carpet
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PLEASE INCLUDE YOUR SET-UP PLANS WITH YOUR ORDER

After Dismantle Return Display to: _____

Payment Policy: Credit Card information must be on file for all display labor services. All outstanding invoices must be settled at the Service Desk prior to show closing. No telephone orders accepted. All charges in U.S. funds only. Check, cash, traveler's checks, Visa, MasterCard, Discover and American Express accepted.

Cancellation Policy: Display labor service orders cancelled 48 hours prior to move in will be refunded at 100% of original price. Display labor service orders cancelled less than 48 hours prior to move-in will be invoiced a minimum of one hour per worker.

Company Name:	Booth #:
Ordered By:	Phone #:
Signature:	Date:



Forklift Order Form **Deadline: 7/9/23**

Order Forklift Labor only if you need to assemble, move, unskid, relocate, unpack heavy equipment, after it has been delivered to your booth.

PLEASE NOTE: Exhibitors are allowed a one-time spotting of equipment or machinery (within 6" tolerance) in its initial delivery as handled from carrier to booth, provided exhibitor or his representative is present at time of delivery to booth. It is not necessary to order forklift labor for this function; however, any additional movement or unskidding at exhibit booth will require a forklift order. Do not order forklift labor for motorized or mobile equipment.

Workmen and material handling equipment ordered for the start of the day will be provided at 8:00 AM. Any orders, after 8:00 AM, will be assigned after finishing earlier requests. Exhibitors must verify any forklift labor and material handling equipment orders on the show floor. All workmen and material handling equipment must be signed in and out at the Service Desk.

Forklift Labor Rates	Forklift Crew Consists of One Ground Man and One Forklift Operator	
	Straight Time 8:00 am to 4:30 pm Monday through Friday	Overtime After 4:30 pm until 8:00 am Monday through Friday, all day Saturday and Sunday
Additional Worker	\$ 134.50 per hour, one hour minimum, per worker, thereafter ½ hr. increments	\$ 201.75 per hour, one hour minimum, per worker, thereafter ½ hr. increments
Fork Lift with Operator Up to 5,000 lbs. Capacity	\$ 255.00 per hour, one hour minimum, per worker, thereafter ½ hr. increments	\$ 382.50 per hour, one hour minimum, per worker, thereafter ½ hr. increments
Over 5,000 lbs.	Quoted Upon Request	
Standard Operating Procedure	All Labor orders received after the return deadline date will be charged an additional 25% Anything that requires straps, shackles, and a 4 Stage Forklift, will come with an additional worker. (See additional worker prices above)	

	Dates Required	Service Required	Time Requested	Estimated # of Hours Per Crew	Estimated Amount
SET-UP	Tuesday, July 11th				\$
	Wednesday, July 12th				\$
	Thursday, July 13th				\$
DISMANTLE	Saturday, July 15th				\$
	Sunday, July 16th				\$

of Pieces to be Spotted: _____ Heaviest Pieces: _____ **TOTAL AMOUNT → \$**

Payment Policy: Credit Card information must be on file for all rigging labor services. All outstanding invoices must be settled at the Service Desk prior to show closing. No telephone orders accepted. All charges in U.S. funds only. Check, cash, traveler's checks, Visa, MasterCard, Discover, and American Express accepted.

Cancellation Policy: Forklift labor service orders cancelled 48 hours prior to move in will be refunded at 100% of original price. Forklift labor service orders cancelled less than 48 hours prior to move-in will be invoiced a minimum of one hour per worker.

Company Name:	Booth #:
Ordered By:	Phone #:
Signature:	Date:

Hanging Sign Information

**RPMXPO is responsible
for supervision, assembly, installation, and removal
of all hanging signs.**

If you wish your representative to be present during the assembly, installation, and removal of your sign, please check the appropriate box on the Sign Hanging Order Form.

Remember:

1. All signs must be designed to comply with Show Management rules and regulations and facility limitations.
2. Make sure all signs, with the exception of cloth banners and signs under 100 lbs., have structurally engineered rigging points as well as blueprints displaying a current structural engineer's stamp.
3. If your sign requires electricity, make sure it is in working order and in accordance with the National Electric code. Place your order for electrical services and electrical labor on the Electrical Service Order Form.
4. All signs to be hung from the ceiling should be sent in a separate container on a separate bill of lading marked "Hanging Sign." This container should be shipped in advance to the RPMXPO Warehouse, arriving no later than **June 30, 2023**
5. Include exhibitor contact information with the order.
6. Include engineer-stamped assembly and hanging instructions with the order. RPMXPO accepts no liability for any work completed without such instructions, when required. Work is done at exhibitor's risk and exhibitor shall indemnify and defend RPMXPO and Show Management from any claims arising out of or related to the installation of any sign without approved drawings.
7. Installation and removal times will be established per the availability of the hall and access to the area under the sign.

Sign Hanging Order Form

Deadline: 7/9/23

RPMXPO reserves the right to assemble, install, and dismantle "Hanging Signs" with approved devices and type of cable to safely hang sign.

- All signs must be approved by Show Management prior to hanging.
- All sign orders must be received in Advance of Deadline Date. All orders received after the deadline date will be charged an additional 25%. Orders received at the Service Desk are subject to availability and a 25% surcharge.
- A full set of plans must be provided and forwarded to RPMXPO together with the completed Sign Hanging Order Form.



If sign requires assembly, dismantle, installation of supporting devices or hoisting cable, work will be done on a <i>Time and Material</i> basis.		
	Straight Time 8:00 am to 4:30 pm Monday through Friday	Overtime After 4:30 pm until 8:00 am Monday through Friday, all day Saturday and Sunday.
High Lift and Crew Three Worker Crew Required	\$ 465.00 per hour, per crew, one hour minimum on installation, one hour minimum on dismantle thereafter ½ hr. increments	\$ 651.00 per hour, per crew, one hour minimum on installation, one hour minimum on dismantle thereafter ½ hr. increments

PLEASE TELL US ABOUT YOUR SIGN

1. TYPE OF SIGN: Wood Metal Cloth Banner Electrical Other: _____
2. SIZE OF SIGN: Height: _____ Length: _____ Width: _____ Weight: _____ lbs.
3. # OF STRUCTURAL PICK POINTS: _____ LBS. AT EACH POINT: _____ lbs.
4. SHAPE OF SIGN: Square Rectangular Circular Triangular Other: _____
5. IS YOUR SIGN ELECTRICAL? Yes No
If yes, order requirements on Electrical Services Order Form and notate "For Hanging Sign."
6. DOES YOUR SIGN REQUIRE ASSEMBLY? Yes No
Standard Rate: \$134.50 per hour, one hour minimum
Overtime Rate: \$201.75 per hour, one hour minimum
 Install: Inspection Only Inspection and Assembly Date: _____ Time: _____
 Dismantle: Disassembly Date: _____ Time: _____

PLEASE COMPLETE YOUR SIGN HANGING LABOR REQUIREMENTS BELOW:

	Dates Required	Time Requested	# of Crews Required	Estimated # of Hours Per Crew	Estimated Amount
ERECT	Tuesday, July 11th				\$
	Wednesday, July 12th				\$
	Thursday, July 13th				\$
DISMANTLE	Saturday, July 15th				\$
	Sunday, July 16th				\$
TOTAL AMOUNT →					\$

Payment Policy: Credit Card information must be on file for all suspended sign hanging labor services. All outstanding invoices must be settled at the Service Desk prior to show closing. No telephone orders accepted. All charges in U.S. funds only. Check, cash, traveler's checks, Visa, MasterCard, Discover, and American Express accepted.

Cancellation Policy: Sign hanging labor service orders cancelled 48 hours prior to move in will be refunded at 100% of original price. Sign hanging labor service orders cancelled less than 48 hours prior to move-in will be invoiced a minimum of one hour per worker.

Company Name:	Booth #:
Ordered By:	Phone #:
Signature:	Date:



Booth Cleaning/Porter Service **Deadline: 7/9/23**

BOOTH CLEANING RATES

All carpets ordered from RPMXPO are installed clean for your use; however, you may want to order cleaning services for debris created during set-up. Please choose either **One-Time** (before initial opening) **Vacuuming** or **Daily Vacuuming** below.

VACUUMING -
Once Before
Initial Opening

Booth Dimensions		Total Square Feet	X	Advance Rate	or	Standard Rate	# of Days Required	Amount
ft.	ft.	ft.	X	\$.80 / sq. ft.	or	\$ 1.05 / sq. ft.	1	\$

VACUUMING -
Daily
 (Rate is all 3 days - not per ft/per day)

Booth Dimensions		Total Square Feet	X	Advance Rate	or	Standard Rate	# of Days Required	Amount
ft.	ft.	ft.	X	\$ 1.73 / sq. ft.	or	\$ 2.28 / sq. ft.	2	\$

MINIMUM CHARGE - 100 Sq. ft. per day	TOTAL AMOUNT	→	\$
---	---------------------	---	----

PORTER SERVICE

Porter Service includes emptying wastebaskets within the booth every two hours during the show. It may be ordered once for the first day of the show only or daily. Please choose either **Once** (before initial opening) or **Daily Porter Service** below.

PORTER SERVICE--
First Day

Booth Dimensions		Total Square Feet	X	Advance Rate	or	Standard Rate	# of Days Required	Amount
ft.	ft.	ft.	X	\$ 1.00 / sq. ft.	or	\$ 1.10 / sq. ft.	1	\$

PORTER SERVICE -
Daily
 (Rate is all 3 days - not per ft/per day)

Booth Dimensions		Total Square Feet	X	Advance Rate	or	Standard Rate	# of Days Required	Amount
ft.	ft.	ft.	X	\$.89 / sq. ft.	or	\$ 1.00 / sq. ft.	2	\$

MINIMUM CHARGE - 100 Sq. ft. per day	TOTAL AMOUNT	→	\$
---	---------------------	---	----

Payment Policy: Payment in full for Booth Cleaning and Periodic Porter Service charges, including applicable tax, must accompany your advance order to qualify for discount rates. All orders placed after the return deadline or at the Service Desk will be invoiced at standard rates. All outstanding invoices must be settled at the Service Desk prior to show closing. No telephone orders accepted. All charges in U.S. funds only. Check, cash, traveler's checks, Visa, MasterCard, Discover, and American Express accepted.

Cancellation Policy: Booth Cleaning and Porter Service orders cancelled 48 hours before move-in will be refunded at 50%. Booth cleaning and Porter Service orders cancelled less than 48 hours before move-in will not be eligible for refund.

Company Name:	Booth #:
Ordered By:	Phone #:
Signature:	Date:



Non-Official Contractor Request Form **Deadline: 7/9/23**

A non-official contractor, or exhibitor-appointed contractor (EAC), is any company other than the designated official contractors. For Exhibitors intending to use their own labor (for installation and/or dismantle) or contract for such services separately from RPMXPO, please read the following restrictions, requirements and restraints.

The following services cannot be provided by any EAC:

Electrical • Plumbing • Telephone Lines • Drayage • Rigging • Cleaning • Catering

If an exhibitor wishes to use an EAC that requires access to the exhibit hall either before, during or after the show, the following criteria must be met or access will not be granted:

- ◆ Exhibitor must inform RPMXPO that they have contracted with an EAC by completing this form and returning it by the deadline date shown above. If form is not submitted by the deadline date, the EAC will not be allowed to perform work in the hall except to supervise the official contractor-provided labor.
- ◆ The EAC hired by the exhibitor must, by the deadline date show above, provide RPMXPO with a current Certificate of Insurance with minimum limits of \$500,000 property damage per occurrence, \$1,000,000 personal injury per occurrence, workers compensation aggregate coverage of \$1,000,000 per occurrence, and naming RPMXPO as additionally insured for the time period of the show (including move-in and move-out days).
- ◆ The EAC must abide by the rules and regulations of the show and all pertinent union regulations.
- ◆ EAC employees are required to check in at the EAC Check in desk located at the Service Center each day prior to work to obtain the proper wrist band for the day.
- ◆ If the EAC is empowered to incur expense on behalf of the exhibitor, a Third Party Payment Authorization Form must be completed and returned to RPMXPO. The exhibitor agrees that he is ultimately responsible for the cost of all services provided in connection to the exhibitor's booth.
- ◆ The EAC agrees to have evidence in the booth that it has a valid authorization from the Exhibitor for services.
- ◆ The EAC must confine its operations to the exhibit area of its client(s). No service desks, storage areas or other work facilities will be located anywhere in the facility. Show aisles and public areas are not part of the Exhibitor's booth space.
- ◆ The EAC may not solicit business on the exhibit floor.
- ◆ The EAC must have all business licenses, work permits and insurance required by State and City governments and Facility management before beginning work, and shall provide Show Management with evidence of compliance.
- ◆ If required, the EAC must be able to provide evidence that it has current and applicable labor contracts and must comply with all labor agreements and jurisdictions. The EAC must not jeopardize the production of the event by any act or practice that would lead to work stoppages, strikes or labor disputes.
- ◆ EAC will not be permitted to load or unload exhibitor display or freight at the loading dock or POV designated areas. This is the sole responsibility of RPMXPO.

PLEASE NOTE: A valid and current copy of Exhibitor's Certificate of Insurance must accompany this document. If such proof is not provided, Exhibitor will not be allowed to use the EAC's services.

Complete this form ONLY if your company is using a Services Contractor other than the official decorator to unpack, erect, assemble, dismantle or pack your display.

Return this form along with Certificate of Insurance, name and address of the employee(s) who are working your booth by Friday, June 9, 2023

Name of Service Firm:	
Exhibiting Company Name:	Booth#:
Authorized On-Site Representative:	
Email:	
Signature:	Date:



Third Party Authorization Form

You may arrange for a third party to handle your display and be billed for the services. RPMXPO will agree to this arrangement if the third party has a satisfactory payment record with us. Both firms must complete this form, and return this form by the deadline date. In the event of nonpayment by the third party, the exhibitor agrees to accept responsibility for payment of all charges incurred.

Exhibiting Company Name: _____ Booth # _____

Contact Person: _____

CHECK ITEMS TO BE BILLED TO THIRD PARTY:

- ALL SERVICES
 Booth Cleaning
 Material Handling
 I & D Labor
 Forklift
 Booth Furnishings
 Signs
 Other (please specify) _____

PAYMENT METHOD: Credit Card Check Wire

CARD TYPE:    

CARD NUMBER

EXP. DATE

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Please enter the CVV2 (security) Code listed on your card:

Third Party Information

Name of Third Party:		
Cardholder's Name:		
Cardholder's Billing Address:		
City:	State:	ZIP:
Cardholder's Signature:		
Authorized On-Site Representative:		
Email:		
Signature:	Date:	



SAFETY FIRST



SAFETY IS VERY IMPORTANT FOR EVERYONE WORKING IN THE EXHIBIT HALL — ESPECIALLY YOU!

RPMXPO is committed to safety throughout our company and in the work that we do. We request that you make safety a part of your activities during the show. If you see something unsafe or that presents a hazard, please bring it to the attention an RPMXPO supervisor. By reporting unsafe or hazardous conditions, you will help make the show safer and more enjoyable for yourself and your fellow exhibitors.

Below you will find a list of Exhibitor Safety Guidelines that we request you follow while at show site. These Guidelines will enhance the overall safety of the show and help to prevent injuries to you, our employees and other exhibitors. Enjoy the show and do it safely!

THANK YOU FOR YOUR COOPERATION!

EXHIBITOR SAFETY GUIDELINES AT SHOWSITE

- Children under the age of 14 will not be permitted on the show floor during the set-up and dismantling of the show. There will be no exceptions.
- Smoking is prohibited except in designated areas. Please be sure all cigarettes are fully extinguished.
- Standing on chairs, tables and other furniture is PROHIBITED. The furniture is not designed to support your standing weight. RPMXPO cannot be held responsible for injuries or falls caused by the improper use of this furniture. If assistance is required in assembling your booth, please order labor on the Display Labor Order Form included in this manual and the necessary ladders and tools will be provided.
- Forklifts and carts are to be used by authorized personnel only. Please do not operate this equipment. Ask for help.
- Be aware of the forklifts moving throughout the aisles and docks. Please steer clear of them, especially when they are carrying a crate or load.
- Never run in the exhibit hall. Please walk. Watch your step in the aisles and around the loading docks.
- Electrical wires and cords can be hazardous if frayed or stretched over a walkway. Please check all cords for damage. Secure or remove any cords where you or others are going to be walking.
- Report any fires immediately or pull the nearest fire alarm. Please keep fire exits clear.
- If you spill something, or notice a spill, clean it up or report it immediately. Please do not walk away from a spill.
- Protect your valuables while on the show floor. Please keep all expensive or valuable items secured. Unattended items in booths are easy theft targets.
Use good housekeeping. Dispose of waste properly and keep materials stacked securely. Please keep in mind the safety of your employees and those attending the show.

IDEA World Convention 2023

July 12-16, 2023



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06 / 21/ 2023

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EDLEN
The Power People

Edlen Electrical Exhibition Services

1201 South Figueroa Street, Los Angeles, CA 90015

213.765.4676 • LACC@edlen.com • www.edlen.com



Exhibitor Rental Form

MONITORS		QTY	SHOW RATE	TOTALS
24" Monitor with Wall Mount or Table Top Stand			\$350.00	\$0.00
32" Monitor with Wall Mount or Table Top Stand			\$450.00	\$0.00
43" Monitor with Wall Mount or Table Top Stand			\$650.00	\$0.00
50" Monitor with Wall Mount or Table Top Stand			\$750.00	\$0.00
55" Monitor with Wall Mount or Table Top Stand			\$950.00	\$0.00
65" Monitor with Wall Mount or Table Top Stand			\$1,450.00	\$0.00
80" Monitor with Wall Mount or Table Top Stand			\$1,950.00	\$0.00
Select type of cable needed to connect monitor to your laptop		VGA CABLE	HDMI CABLE	
Will there be audio playing on monitor(s)?		YES	NO	
Dual Post Stand w. Black Spandex Sock			\$125.00	\$0.00
COMPUTERS/IPADS		QTY	SHOW RATE	TOTALS
Standard Laptop for Power Point (NO VIDEO) or Virtual Meeting Streaming (inbound) Intel Core i5 (7th Generation or newer) 4 Core, Base 2.5GHz Turbo 3.5 GHz, 8gb DDR4 Memory, 256GB SSD, Intel UHD Graphics Operating System: Windows 10 32bit or 64bit Software: Office 365, Windows Media Player, Acrobat Reader, Chrome, Webex, Zoom Accessories: 720p webcam, built in mic & speakers, USB-C to USB-A (F) and USB-C to ethernet and HDMI as needed			\$295.00	\$0.00
Advanced Laptop for Power Point & Video Playback or Encoding/Streaming (outbound/two way) USB 3.0, Intel Core i7 (7th Generation or newer) 6 Core, Base 2.6GHz Turbo 4.4GHz, 16gb DDR4 Memory, 256GB M.2 PCIe NVME SSD, NVIDIA GeForce Graphics 4GB GDDR5 Operating System: Windows 10 64bit Software: Office 365, Windows Media Player, Acrobat Reader, Chrome, Webex, Zoom Accessories: 720p webcam, built in mic & speakers, USB-C to USB-A (F) and USB-C to ethernet and HDMI as needed, drivers as needed for encoders, audio interface, etc			\$395.00	\$0.00
Mac Book Air for Power Point, Keynote, video playback or Virtual Meeting Streaming (inbound) Mac Book Pro Intel Core i5 Base 1.8GHz Turbo 2.9GHz, 8gb LPDDR3 Memory, 256GB SSD, Intel HD Graphics 6000 Operating System: macOS 10.14: Mojave or newer Software: Office 365, Keynote, QuickTime Acrobat Reader, Chrome, Webex, Zoom Accessories: 720p webcam, built in mic & speakers, USB-C to USB-A (F) and USB-C to ethernet and HDMI as needed, drivers as needed for encoders, audio interface, etc			\$495.00	\$0.00
Mac Book Pro for Video Capture and Playback or Encoding/Streaming (outbound/two way) Mac Book Pro Retina Intel Core i7 Base 2.6 GHz Turbo 4.3 GHz, 16gb DDR4 Memory, 512GB SSD, Intel UHD Graphics 630 and AMD Radeon Pro 555X (or better) Operating System: macOS 10.14: Mojave or newer Software: Software: Office 365, Keynote, QuickTime Acrobat Reader, Chrome, Webex, Zoom Accessories: 720p webcam, built in mic & speakers, USB-C to USB-A (F) and USB-C to ethernet and HDMI as needed, drivers as needed for encoders, audio interface, etc			\$595.00	\$0.00
iPad with 4G Data Access - Includes 1 GB of Data - Each additional GB of Data charged at \$25 a GB - Includes Charger			\$350.00	\$0.00
iPad with WiFi Only - Includes Charger			\$325.00	\$0.00
PRESENTATION ACCESSORIES		QTY	SHOW RATE	TOTALS
Wireless PowerPoint Advancer			\$75.00	\$0.00
Laser Pointer			\$50.00	\$0.00
PRINTERS		QTY	SHOW RATE	TOTALS

Black LaserJet Printer w. Toner, Network Card and Cables		\$425.00	\$0.00
Color LaserJet Printer w. Toner, Network Card and Cables		\$550.00	\$0.00
LED WALL	QTY	SHOW RATE	TOTALS
Various sized LED Walls PLEASE CALL TO PRICE OUT		TBD	TBD
AUDIO	QTY	SHOW RATE	TOTALS
Computer Speakers		\$50.00	\$0.00
Powered Speaker on Stand		\$195.00	\$0.00
Wireless Microphone Combo Kit (Handheld or Lavalier)		\$250.00	\$0.00
4 Channel Mixer		\$125.00	\$0.00
DI Box: For Laptop Audio		\$50.00	\$0.00
IMPORTANT INFORMATION			TOTALS
Payment: Tallen Technology Rentals requires pre-payment on all orders.			\$ -
If additional labor required, it is subject to prevailing rate at \$75.00 an hour			TBD
Delivery			\$ 100.00
Set-Up			\$ 95.00
Strike			\$ 95.00
Applicable Taxes			TBD
		GRAND TOTAL	

TERMS & CONDITIONS

The provisions regarding cancellation of events are governed by the terms of Tallen's Cancellation Policy (the "Cancellation Policy"), which is linked on the website below. The terms and conditions of the Cancellation Policy are hereby incorporated by reference as if fully set forth herein. Tallen reserves the right to amend the Cancellation Policy prospectively upon written notice to client, which will not apply to any already scheduled events, but will apply to all future events scheduled after the date that notice of amendment is given to client.

Tallen cannot be held responsible for 3rd party platform stability or internet connectivity issues.

<https://tallen-inc.com/cancellation-policy/>

DELIVERY: Tallen cannot deliver to an empty booth. If we cannot deliver on the specified time and date because the Onsite Contact is unavailable or booth is not ready, the customer will be responsible for additional re-delivery costs billable at \$75/hr. with 1 hour minimum charge. An Authorized Client Representative must sign for all equipment upon delivery. Any orders placed within 72 hours of delivery date may face additional fees.

UNION SETUP FEE: Any Freight, Drayage, Union or Power fees are not included and will be billed to the clients master account.

RENTAL AGREEMENT: It is understood that the customer is renting equipment for a specific period of time, and is responsible for returning all equipment in an undamaged working condition Customer agrees to pay for any and all damages to equipment.

SETUP & STRIKE LABOR

Setup & strike labor, if required, is subject to prevailing rate at \$75.00 an hour (call for OT/DBL rates).

OPERATIONAL LABOR

Operational labor, if required, is subject to prevailing rate at \$75.00 an hour with a 5 hour minimum (call for OT/DBL rates).

COMPANY INFORMATION		METHOD OF PAYMENT	
Company name		Name on Card	
Address		Type of Card	
City, State, Zip		Credit Card #	
Phone Number		Exp.	
Fax Number		Billing Address	
Email		City, State, Zip	

By signing below, you agree to allow Tallen Technology Rentals to use the indicated credit card number for all AV charges for this event

Authorized Signature	
Print Name	
Date	

EVENT INFORMATION

Delivery Address:	
Booth # or Room Name:	
Delivery Date and Time:	
Run Date and Time:	
Pick Up Date and Time:	
On-Site Contact name and Phone Number :	
Order Comments:	

This is only a partial inventory list of regularly requested items. If you do not see what you are looking for please call.

Tallen Technology Rentals - Bill Miller

bmiller@tallen-inc.com

Cell: 404-4032329



Lead Scanning Purchase Option

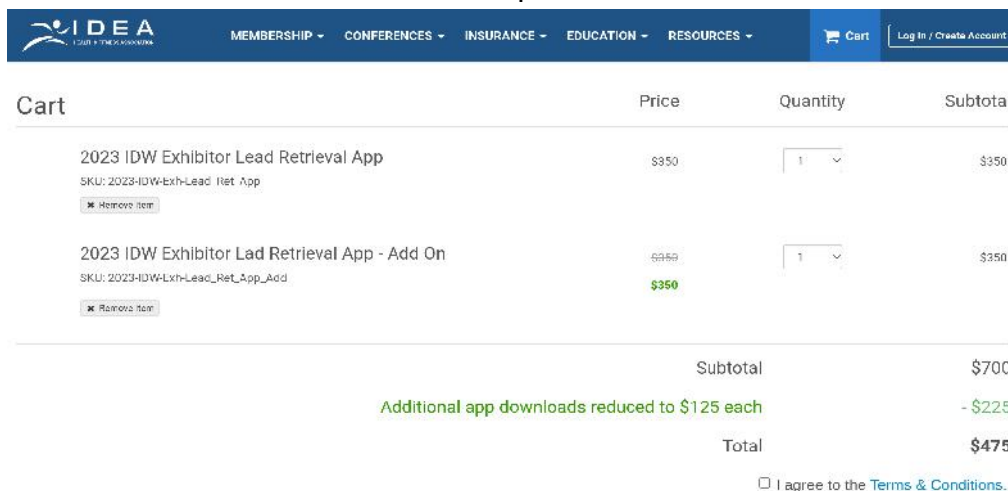
We're excited to have you exhibit at the 2023 IDEA® World Fitness and Nutrition Expo! To maximize your experience, you have the opportunity to purchase the use of a Lead Scanning App that will capture attendee's contact information. Once purchased, the app can be downloaded to your personal device for scanning purposes and a report will be provided to you with the leads captured. Each lead scanning license purchase can only be used on one device and can't be shared amongst booth staff, even if not being used at the same time.

The first user license is \$350, each subsequent user license is \$125. Please use the link below to purchase a lead scanning license. Simply indicate how many user licenses you need, and the system will automatically generate the proper cost.

Lead Scanning Purchasing Instructions - IMPORTANT! PLEASE READ!

There are a few VERY IMPORTANT steps you must take; please follow these instructions and reach out if you have any questions. Click [HERE](#) to purchase your lead scanning license.

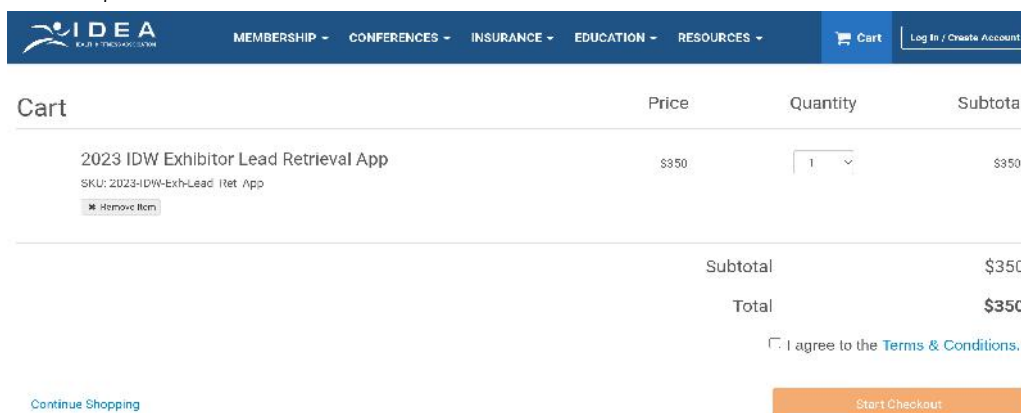
1. Click [HERE](#) to purchase the license and you will land in a shopping cart on ideafit.com. You'll notice that TWO items automatically populate in your cart - one license at \$350 (the first license) and a second line item for \$350 as well. You'll notice the total price is discounted to reflect the second license at \$125.



Cart	Price	Quantity	Subtotal
2023 IDW Exhibitor Lead Retrieval App SKU: 2023-IDW-Exh-Lead_Ret_App Remove Item	\$350	1	\$350
2023 IDW Exhibitor Lead Retrieval App - Add On SKU: 2023-IDW-Exh-Lead_Ret_App_Add Remove Item	\$350 \$350	1	\$350
	Subtotal		\$700
	Additional app downloads reduced to \$125 each		- \$225
	Total		\$475

I agree to the [Terms & Conditions](#).

2. IF YOU ONLY NEED ONE LICENSE, please delete the second item from your cart. Your new cart total should reflect \$350.



Cart	Price	Quantity	Subtotal
2023 IDW Exhibitor Lead Retrieval App SKU: 2023-IDW-Exh-Lead_Ret_App Remove Item	\$350	1	\$350
	Subtotal		\$350
	Total		\$350

I agree to the [Terms & Conditions](#).

[Continue Shopping](#) [Start Checkout](#)

3. IF YOU NEED **MORE THAN TWO** LICENSES – please change the quantity of the **SECOND** item in the cart **ONLY**. Your new cart total should be \$350 (primary license) PLUS the number of secondary licenses multiplied by \$125. For example, 3 licenses - \$350 + \$250 = \$600.

Cart	Price	Quantity	Subtotal
2023 IDW Exhibitor Lead Retrieval App SKU: 2023-IDW-Exh-Lead_Ret_App Remove Item	\$350	1	\$350
2023 IDW Exhibitor Lead Retrieval App - Add On SKU: 2023-IDW-Exh-Lead_Ret_App_Add Remove Item	\$475 \$350	2	\$700
Subtotal			\$1,050
Additional app downloads reduced to \$125 each			- \$450
Total			\$600

I agree to the [Terms & Conditions.](#)

4. Verify that you have the correct quantity for each line item – **ONE** and **ONLY** one of the primary licenses and then whatever number of secondary licenses needed.

5. Click Start Checkout. You will be able to check out as a guest or create an account; your choice.

Item	Quantity	Subtotal
2023 IDW Exhibitor Lead Retrieval App SKU: 2023-IDW-Exh-Lead_Ret_App	1	\$350
2023 IDW Exhibitor Lead Retrieval App - Add On SKU: 2023-IDW-Exh-Lead_Ret_App_Add	2	\$475
Subtotal		\$1,050
Additional app downloads reduced to \$125 each		- \$450
Total		\$600

[Place Order](#)

6. Once you've purchased your license(s), we will send you an access code per license in late June. At that time, please download the app and use the access code to proceed.

INTERNET | TELEPHONE | CABLE TV

LOS ANGELES

EXHIBITOR ORDERING GUIDE

YOUR ROADMAP TO
A SUCCESSFUL EVENT





Where
TECHNOLOGY
Meets **HOSPITALITY**

EXPERTISE

WE HAVE DESIGNED & INSTALLED
MORE NETWORKS
FOR MAJOR TRADESHOWS
THAN ANY OTHER ORGANIZATION

FIRST CLASS CUSTOMER SERVICE

Leading up to the start of your event, our **customer service team will work with you** to ensure all the required information needed to install services is collected prior to your arrival. These items include; verifying your order, providing all pertinent IP and wireless information, collecting a floor plan, advanced payment, and confirmation of all required signatures. We understand **there are a lot of moving parts** when planning to exhibit at a convention and our mission to make this process as easy as possible.

It's our goal to make our team as accessible as possible. All our events are staffed with local team members for you to utilize, helping **ensure network reliability and the delivery of the services you need**. During move-in and show days, our team is available to assist you with your ordered services.

KNOWLEDGEABLE TECHNICAL SUPPORT

Our experienced technicians are **readily available** to perform troubleshooting, installation of additional services, relocations and much more.

Our team will be available **throughout the entire event** to provide you with the show experience you've always envisioned.

REDUNDANCY OF EQUIPMENT

We always have spares on-hand and are network ready. Smart City always keeps network switches and wireless access points on-hand and connected to the network. If a piece of equipment fails, we can replace it immediately with **little to no downtime**.

24/7 NETWORK MONITORING

All ports on the Smart City network are **polled every minute for network stability**. Certified network engineers are on staff in our Network Operations Center during event hours and on call 24/7.





Is the exclusive provider of the following services:

INTERNET



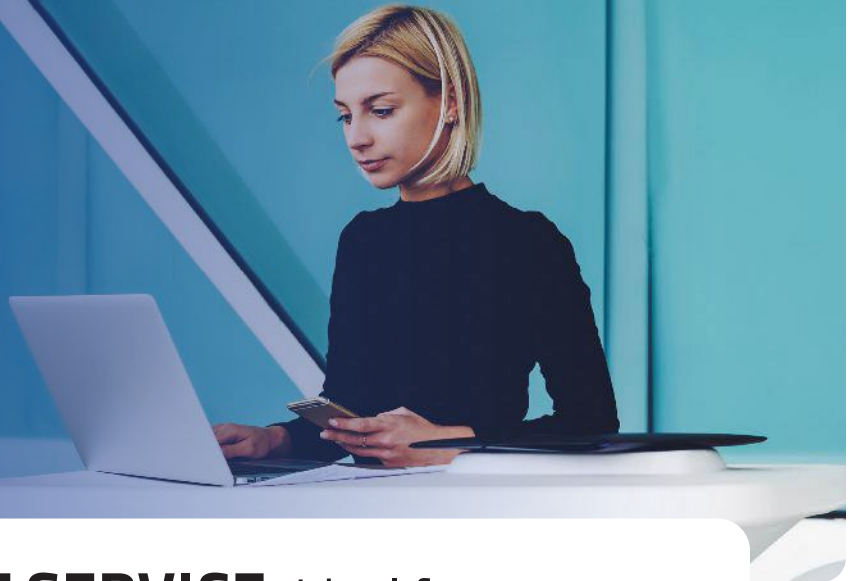
TELEPHONE



CABLE TV



Need just a **BASIC** CONNECTION?



Our **BASIC INTERNET SERVICE**, ideal for **LIGHT INTERNET USAGE** such as web browsing and checking email via a wired connection.

SERVICE	INCENTIVE**	BASE	ON-SITE
Basic Internet	\$895	\$1,140	\$1,368
Additional Device	\$185	\$220	\$255
EQUIPMENT & LABOR	INCENTIVE**	BASE	ON-SITE
Switch Rental	\$185	\$225	\$270
Patch Cables	\$50	\$62	\$74
Labor (Floor Work)	\$125	\$125	\$125

FOR STREAMING

Basic Internet Includes:

- 1.54 Mbps burstable to 3 Mbps per device
- Routers are not permitted on this service and will not work
- Each device includes (1) Private IP Address
- Up to 4 additional IPs [devices] may be purchased separately
- Ethernet RJ45 Hardline drop and is DHCP (plug and play)

To connect multiple devices to this service a Switch Rental, Patch Cables and Floor Work are required. If more than 5 devices are needed, another main drop (Basic Internet w/ 1 Private IP) is required. An additional 4 devices can then be added to your order. A maximum of 10 devices in one location is permitted.



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

What if it's **MISSION CRITICAL?**

Our **DEDICATED WIRED SERVICES** are the **FASTEST AND MOST RELIABLE** way to deliver high quality experiences at your event.

DEDICATED SERVICES	STREAMING			INCENTIVE*	BASE	ON-SITE
	SD	or HD	or UHD			
3 Mbps Dedicated	1	N/A	N/A	\$3,495	\$4,370	\$5,244
6 Mbps Dedicated	2	1	N/A	\$5,900	\$7,375	\$8,850
10 Mbps Dedicated	3	2	N/A	\$7,850	\$9,810	\$11,772
15 Mbps Dedicated	5	3	N/A	\$11,700	\$14,630	\$17,556
25 Mbps Dedicated	6	4	1	\$19,250	\$24,060	\$28,872

Whether you are setting up your own booth Wi-Fi, Webcasting, HD Streaming, Gaming or require Point to Point connectivity, Dedicated Internet is the way to go!

Dedicated Services Include:

- Ethernet (1) RJ45 Hardline drop with VLAN
- **Wireless and Hardline routers are permitted**
- (5) Static Public IP addresses
- Speeds up to 1 Gbps available
- Additional Static IP addresses available for purchase



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

NEED WIRELESS CONNECTIVITY?



Our **STANDARD HOTSPOT** provides **SIMPLE & SECURE WIRELESS** connectivity ideal for checking emails, browsing the web, processing payments, and light website demonstrations.

STANDARD HOTSPOT PROVIDES 3 Mbps BURSTABLE TO 5 Mbps PER DEVICE*			
DEVICE LIMIT	INCENTIVE**	BASE	ON-SITE
5 Device Limit	\$2,339	\$2,807	\$3,368
15 Device Limit	\$4,133	\$4,960	\$5,952
30 Device Limit	\$6,762	\$8,114	\$9,737
Additional Access Point Rental	\$750	\$750	\$750

FOR STREAMING.

All Hotspots broadcast on the **5 Ghz frequency only** and include:

- (1) Custom network name or SSID
- (1) Password (8 character minimum)
- (1) Access Point - booth size may require additional Access Point rental



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



orders.smartcitynetworks.com/wifi-splash-page-design

WILL YOUR BOOTH DEMO BRING OUT THE MASSES?

Our **PREMIUM HOTSPOT** combines

HIGH BANDWIDTH WIRELESS

with greater flexibility and customization options that generate smoother product demos, quicker remote connectivity and superior video streaming quality.

PREMIUM HOTSPOTS ARE NOT RATE LIMITED PER DEVICE

BANDWIDTH ALLOCATION	STREAMING			INCENTIVE *	BASE	ON-SITE
	SD	or HD	or UHD			
10 Mbps	3	N/A	N/A	\$8,800	\$10,560	\$12,672
20 Mbps	6	4	N/A	\$16,600	\$19,920	\$23,904
30 Mbps	10	6	1	\$24,200	\$29,040	\$34,848
40 Mbps	13	8	1	\$31,550	\$37,860	\$45,434
50 Mbps	16	10	2	\$39,050	\$46,860	\$56,232
Additional Access Point Rental	N/A	N/A	N/A	\$750	\$750	\$750

All Hotspots broadcast on the **5 Ghz frequency only** and include:

- (1) Custom network name or SSID
- (1) Password (8 character minimum)
- (1) Access Point - booth size may require additional Access Point rental



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

orders.smartcitynetworks.com/wifi-splash-page-design

NEED TELEPHONE OR CONFERENCE SERVICES?

Our **TELEPHONE SERVICES** provide reliable **VOICE SERVICE** solutions for Single Line, Multi Line, and Conference calls.

VOICE SERVICES	INCENTIVE*	BASE	ON-SITE
Single Line Telephone - With or Without Device	\$275	\$345	\$414
Multi Line Telephone	\$415	\$520	\$624
Polycom Speaker Phone	\$465	\$575	\$690

We have specialized in telephone services for over 30 years. Smart City provides reliable phone services with crystal clear connections. Our telephone services can be used for reception check-in, conference calls in meeting rooms and for credit card processing machines.

Telephone Service Information:

- Multi Line telephones include (1) Main number and (1) rollover line
- Polycom speakerphones require power source, **electrical** services may need to be ordered separately
- Domestic Long Distance is included
- International calling is billed separately



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

NEED CABLE TV SERVICES?



Smart City Networks is the exclusive provider of **CABLE TV SERVICES**. Visit our online ordering site to learn more.

Our cable services deliver high-definition channels with clear and crisp picture quality to satisfy even the most discerning of viewers.

**Cable services may require a deposit in some locations.



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

FAQ

Frequently Asked Questions

DOES SMART CITY NETWORKS PROVIDE COMPLIMENTARY WI-FI?

Yes! Smart City Networks provides complimentary Wi-Fi in most designated public areas of the facility, such as the concourse lobbies and food courts. Check with your specific venue for locations. This service is made available to approximately 30 million guests, visitors, and attendees at our convention centers throughout the country. There is no requirement to purchase a Smart City Networks service in order to take advantage of the complimentary Wi-Fi.

WHY DOESN'T SMART CITY NETWORKS PROVIDE COMPLIMENTARY WI-FI IN THE EXHIBIT HALLS?

Exhibit halls are not public areas since this space is typically licensed to a company, government agency, or trade association for a private event. The space license agreement governs the availability of a range of services for the event and the license may or may not call for complimentary Wi-Fi services.

WILL MY PERSONAL HOTSPOT (MI-FI) WORK IN YOUR BUILDING?

Yes – however, the capability of your personal mobile hotspot is limited by your cellular carrier by the spectrum and Internet bandwidth capacity they have made available. Cellular carrier signals penetrate into a facility either from a nearby cellular tower or via an in-building Distributed Antenna System (DAS). It is important to remember that your personal mobile hotspot is obtaining a wireless signal from a shared cellular network, so service may be disrupted or become unreliable due to user density and demand on the carrier's network. In all cases, you have the option to take advantage of the complimentary Wi-Fi throughout the public areas, or if you choose, you can purchase an upgraded package based on your service requirements.

WHAT MUST BE IDENTIFIED ON MY FLOORPLANS?

Floor plans should include the surrounding booth numbers for orientation, measurements and easy identification of all required end location(s). Be sure to distinguish your main distribution line (MDL) and additional patch cables. Please reference Smart City's Communications Floorplan Worksheet.

TIP: Most of our venue's data jacks originate from a floor pocket. Be sure to submit a completed floorplan prior to the first day show move-in to avoid any additional labor charges.



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

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DO YOU OFFER INCENTIVE RATES?

Yes! Orders received along with payment by the incentive deadline date will receive our early incentive pricing.

WHY ARE ROUTERS NOT ALLOWED ON A SHARED NETWORK?

Many times, Smart City has found that routers on a shared network are installed incorrectly, which can cause problems for other users of the network. Additionally, an accurate count of the number of devices on the network is required to determine the appropriate network size and bandwidth available to the network. For more information and to request the build-out of a special system to meet your needs, contact our team today for a quote.

CAN I PROVIDE MY OWN SWITCH AND/OR CABLING?

Yes, you can provide your own switch and patch cables for in booth cabling. Unless otherwise mandated by the venue.

Please Note: Connectivity can be guaranteed only to the point where Smart City Networks' services originate in the booth. Smart City Networks cannot guarantee service on customer/exhibitor-provided cable(s) and/or equipment. Any request for trouble diagnosis or problem resolution found not to be the fault of Smart City Networks (such as faulty equipment or damaged cable) may be billed to the exhibitor at the prevailing labor rate.

HOW MUCH BANDWIDTH DO I NEED?

To identify how much bandwidth you should require, please reach out to a technical representative in your organization, review your program specifications listed with any demonstrations or downloads you plan to run.

WHAT DOES SD, HD, AND UHD STAND FOR?

SD, HD, and UHD are the abbreviated names of three video streaming formats. The basic difference between each of the formats is the number of pixels comprising the video image. The greater the pixel count the sharper and more detailed your video will be.

FORMAT	RESOLUTION	BANDWIDTH REQUIRED
Standard Definition (SD)	720x480	3.0-5.0 Mbps
High Definition (HD)	1280x720 & 1920x1080	5.0-8.0 Mbps
Ultra High Definition (UHD)	3840x2160	25 Mbps

ON-SITE WIRELESS SERVICES

LOS ANGELES CONVENTION CENTER

NEED WIRELESS CONNECTIVITY?

Smart City Networks offers on-site wireless services for both attendees and exhibitors. Our **Complimentary Internet** is offered free of charge and is available in all public spaces and meeting rooms. Our **Exhibitor Internet** is available facility-wide on a 5 GHz wireless network, at speeds of 3 Mbps up/down per device. Depending on where you are in the facility, you may see both SSIDs (network names), but only **Exhibitor Internet** is supported in all areas.

**Internet access is available on one unique device, per purchase.*

EXHIBITOR INTERNET

Our Exhibitor Internet is available throughout the facility at speeds of 3 Mbps up/down. Broadcasted on 5 GHz wireless frequency only. Each purchase is device specific.

*** 1 day for \$79.99**
3 days for \$227.97
5 days for \$359.95

COMPLIMENTARY INTERNET

Our Complimentary Internet is a free service and is available in all public spaces and meeting rooms.

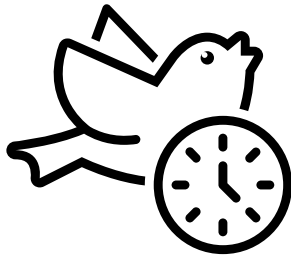
For questions regarding on-site wireless services, please call Smart City Networks at 213-765-4647. To order any other services we provide, please visit us online at: orders.smartcitynetworks.com.



exhibitor

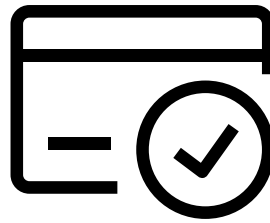
ORDERING INFORMATION

HELLO! *just a few things before we begin.*



order early.

ALL ORDERS NEED TO BE RECEIVED TWO WEEKS PRIOR TO THE EVENT. ORDERS PLACED AFTER THIS ARE SUBJECT TO LIMITED MENU OFFERINGS AND INCREASED PRICING.



payment.

FULL PAYMENT IS REQUIRED PRIOR TO COMMENCEMENT OF SERVICES. A CREDIT CARD MUST BE ON FILE FOR ALL ORDERS



**no outside
food + beverage**

NO FOOD OR BEVERAGE, CANDY, LOGO WATER, ETC ARE ALLOWED TO BE BROUGHT INTO THE LOS ANGELES CONVENTION CENTER WITHOUT PRIOR AUTHORIZATION

ready to order?

STILL HAVE
QUESTIONS?

CLICK THE LINK TO
PLACE YOUR ORDER!



email.
TASTEOFLA@LEVYRESTAURANTS.COM

additional information.

- **FOOD SERVICES DOES NOT PROVIDE TABLES OR ELECTRICITY IN YOUR EXHIBIT SPACE OR MEETING ROOM SPACE.**
- *TABLES AND ELECTRICITY MUST BE ORDERED THROUGH THE APPROPRIATE CONTRACTOR.*
- **ALL SERVICES ARE DISPOSABLE.**
- *CHINA SERVICE AVAILABLE AT ADDITIONAL EXPENSE.*
- **ALL SERVICES ARE DROP/DELIVERY SERVICE.**
- *DELIVERIES MAY BE SUBJECT TO DELIVERY FEE.*
- **ADDITIONAL STAFFING IS AVAILABLE BY REQUEST AT CURRENT STAFF RATES.**
- *PLEASE ASK YOUR SALES MANAGER FOR MORE INFORMATION.*

Levy catering

MENU

taste

Los Angeles
powered by *Levy*

city of dreams

LOS ANGELES IS A CITY OF OPPORTUNITY, BUT ALSO A SANCTUARY FOR DIVERSITY. THE CITY'S UNPARALLELED FOOD SCENE HAS LEFT AN INDELIBLE MARK ON OUR APPROACH TO FOOD, FROM USING THE FRESHEST INGREDIENTS IN HEARTY HEALTH-CONSCIOUS DISHES TO MELDING VIBRANT ETHNIC FLAVORS TOGETHER TO CREATE TRENDS THAT ARE DISTINCTLY L.A. OUR CREATIVITY RUNS WILD AND OUR POTENTIAL TO BUILD AWE-INSPIRING, SOUL-SATISFYING DISHES IS LIMITLESS.

THE ENERGY OF POSSIBILITY EMANATES THROUGH THIS CITY, AND YOU CAN FEEL IT IN EVERY DINING EXPERIENCE TO BE HAD TO LACC. WE ARE ALWAYS LOOKING FOR NEW STARS, WHETHER IT BE A PHENOMENAL NEW FOOD TREND OR SOMETHING WHOLLY ORIGINAL COMING STRAIGHT FROM OUR CULINARY TEAM'S MINDS.

LACC TONE:

ELEVATED | VIBRANT | AMBITIOUS

**LOS ANGELES
CONVENTION CENTER
SIGNATURE ITEMS
INCLUDE:**

- KOREAN TACOS
- TAJIN FRIES
- HOUSE-MADE BISON MEATLOAF
- MACARON TOWERS
- SPECIALTY HEALTH SMOOTHIES
- LOCAL CRAFT BEER.

the *Levy* difference

**THOUSAND
DETAIL
DINING**

WE BELIEVE THAT EVERY OCCASION SHOULD BE EXTRAORDINARY. IT'S ALL ABOUT THE FOOD AND THE THOUSANDS OF DETAILS THAT SURROUND IT.

YOUR DEDICATED CATERING SALES MANAGER WILL PARTNER WITH YOU TO SHAPE AN EXPERIENCE THAT **STANDS OUT.**

TOGETHER WE LOOK FORWARD TO DELIVERING

the *Levy* difference

FULL PAYMENT IS REQUIRED PRIOR TO COMMENCEMENT OF SERVICES.

**THE LOS ANGELES CONVENTION CENTER
FOOD SERVICES DEPARTMENT (LEVY)
IS THE EXCLUSIVE CATERER.**

ABSOLUTELY NO FOOD OR BEVERAGE, CANDY LOGO WATER, ETC ARE ALLOWED TO BE BROUGHT INTO THE LOS ANGELES CONVENTION CENTER WITHOUT PRIOR AUTHORIZATION.



GUARANTEES



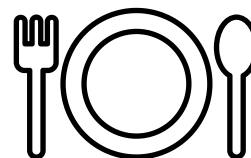
IN ORDER TO PROVIDE THE HIGHEST QUALITY AND SERVICE, A GUARANTEED NUMBER OF ATTENDEES AND QUANTITIES OF FOOD IS REQUIRED **7 DAYS PRIOR TO YOUR EVENT.** PLEASE REFER TO YOUR CATERING AGREEMENT FOR MORE DETAILS.

TAXES & FEES



PLEASE NOTE THAT ALL FOOD AND BEVERAGE ITEMS ARE SUBJECT TO A **19% SERVICE CHARGE** AND A SEPARATE **7.5% ADMINISTRATIVE FEE**, PLUS APPLICABLE SALES TAX. RATES ARE SUBJECT TO CHANGE. ONLY THE SERVICE CHARGE IS DISTRIBUTED TO SERVICE EMPLOYEES.

CHINA SERVICE



CHINA IS INCLUDED WITH SERVICES IN ALL MEETING ROOMS AND ANY PLATED FUNCTIONS. **ADDITIONAL FEES WILL APPLY** FOR CHINA SERVICE IN ALL OTHER SPACES.

**NO TWO
EVENTS
ARE THE
SAME**

This **menu is just a starting point to the planning process.** for custom order, or additional menu options, please email tasteofla@levyrestaurants.com



breakfast

MENUS

MORNING STROLL

- FRESHLY BAKED SIGNATURE PASTRIES
- SEASONAL FRESH SLICED FRUIT
- SCRAMBLED EGGS
- CINNAMON TOAST CASSEROLE
- APPLEWOOD SMOKED BACON
- CHICKEN APPLE SAUSAGE
- RED BLISS POTATOES

42 PER PERSON

BREAKFAST BITES

- FRESHLY BAKED MINI SIGNATURE PASTRIES
- TASTE OF LA FRUIT SALAD
- LOW FAT GREEK YOGURT PARFAIT *WITH CRUNCHY GRANOLA, SEASONAL BERRIES AND DRIZZLED WITH HONEY*
- MINI SAUSAGE AND GRAVY BREAKFAST TURNOVER
- CHEESE AND EGG CROISSANT SANDWICH

45 PER PERSON

HEALTHY + FIT

- ALMOND BUTTER TOAST
- WITH SLICED BANANAS AND HONEY
- TURKEY BACON
- SEASONAL FRESH SLICED FRUIT
- EGG WHITE FRITTATA
- WITH SPINACH AND GOAT CHEESE
- OATMEAL WITH BROWN SUGAR, DRIED FRUIT AND NUTS
- FRESH PRESSED JUICE

40 PER PERSON

CONTINENTAL

- FRESHLY BAKED SIGNATURE PASTRIES
- LA FRUIT SALAD
- REGULAR COFFEE + HOT TEA SERVICE

25 PER PERSON

**ALL MENUS CAN BE BOXED MEALS FOR AN
ADDITIONAL FEE**

ENHANCEMENTS

OATMEAL	7
<i>BROWN SUGAR, DRIED FRUITS AND FRESH BERRIES</i>	
BREAKFAST QUNIOA BOWL	11
<i>QUINOA, MIXED BERRIES, SERVED WITH WARM SOY MILK & 2% MILK.</i>	
TASTE OF L.A. BREAKFAST BURRITO	10
<i>FILLED WITH FRESH SCRAMBLED EGGS, CHEDDAR CHEESE, TATER TOTS, BREAKFAST SAUSAGE OR BACON SERVED WITH CILANTRO CREMA</i>	
BREAKFAST SANDWICHES	10
<i>CHEDDAR CHEESE AND SCRAMBLED EGGS ON CROISSANT ADD BACON OR SAUSAGE!</i>	



break fast

MENUS

CHEF ACTION STATION

PANCAKE STATION

BUTTERMILK PANCAKES, SWEET CREAM BUTTER, MAPLE SYRUP
SEASONAL BERRY COMPOTE, WHIPPED CREAM,
CHOCOLATE CHIPS, FUNFETTI CREAM
16 PER PERSON + CHEF FEES

WAFFLE STATION

WAFFLES, SWEET CREAM BUTTER, MAPLE SYRUP
SEASONAL BERRY COMPOTE, WHIPPED CREAM
NUTELLA, AND CHOCOLATE CHIPS, WHIPPED PEANUT BUTTER
16 PER PERSON + CHEF FEES

BAGEL STATION

BAGELS, SWEET CREAM BUTTER, CINNAMON BUTTER
PEANUT BUTTER, JELLY, FRESH SLICED BANANAS + ASSORTED
CREAM CHEESES
16 PER PERSON + CHEF FEES

PLATED BREAKFAST

ALL SERVED WITH A BASKET OF FRESH BAKED BREAKFAST BREADS AND PASTRIES
BUTTER AND FRUIT PRESERVES, AND ICE WATER.
ADD COFFEE AND TEA FOR 2.50 PER PERSON
40 PER PERSON

CHOOSE ONE ENTREE:

EGG WHITE FRITTATA
GOAT CHEESE, SPINACH
& SUNDRIED TOMATOES
BRIOCHE FRENCH TOAST
SEASONAL BERRY COMPOTE
BISCUITS & BUTTERMILK GRAVY
TOFU SCRAMBLE
SPINACH, TOMATOES & BLACK BEANS
INDIVIDUAL QUICHE
BLACK FOREST HAM & SMOKED CHEDDAR

CHOOSE TWO SIDES:

FRUIT SALAD
PORK SAUSAGE LINKS
APPLEWOOD SMOKED BACON
TURKEY BACON
BREAKFAST POTATOES
SCRAMBLED EGGS
CHICKEN APPLE SAUSAGE

ADDITIONAL STAFFING + SERVICES FEES MAY APPLY



all day break

MENUS

ENERGIZE

- LOCAL FRESH PRESSED JUICE
- MIXED ARRAY OF DRIED FRUITS AND NUTS
- LOW FAT GREEK YOGURT PARFAITS WITH CRUNCHY GRANOLA AND SEASONAL BERRIES AND DRIZZLED WITH HONEY
- PROTIEN BAR

28 PER PERSON

SWEET + SALTY

- HOUSE MADE POTATO CHIPS WITH TRUFFLE SALT + REGULAR WITH PARMESAN DIP
- HOUSE-MADE POPTARTS
- DRIED FRUITS, CHOCOLATE BARK, AND
- SALTED CARAMEL BAR
- COOKIES + BROWNIES

16 PER PERSON

ENHANCEMENTS

FRESH BAKED BREAKFAST PASTRIES	55 PER DOZEN
TO INCLUDE, COFFEE CAKE, BUTTER CROISSANT, BANANA BREAD, AND LEMON POPPY SEED MUFFIN, BUTTER & FRUIT PRESERVES	
AVOIDING GLUTEN + VEGAN PASTRIES	135 PER 2 DOZEN
TO INCLUDE, LEMON RASPBERRY SCONES AND BLUEBERRY MUFFINS	
ASSORTED DONUTS	55 PER DOZEN
ASSORTED BAGELS	55 PER DOZEN
YOGURT PARTFAIT JAR	8
LOW FAT GREEK YOGURT	
HOUSE-MADE GRANOLA, AND FRESH BERRIES	
INDIVIDUAL FRUIT FLAVORED YOGURT	4
ASSORTED FLAVORS	
WHOLE FRESH FRUIT	4
FRESH BAKED COOKIES	55 PER DOZEN
CHOCOLATE FUDGE BROWNIES	55 PER DOZEN
GOURMET DESSERT BARS	55 PER DOZEN
ASSORTED ENERGY & GRANOLA BARS	5
INDIVIDUALLY PACKAGED SNACKS	5
ASSORTED CHIPS, COOKIES, CRACKERS, PRETZELS	
HOMEMADE KETTLE CHIPS	10
WITH ROASTED GARLIC PARMESAN DIP	



beverage

MENUS

HOT BEVERAGES

REGULAR COFFEE
90 PER GALLON

DECAF COFFEE
90 PER GALLON

HOT TEA
90 PER GALLON

ICED COFFEE
150 PER 3 GALLONS

make your coffee

EXTRA

like you.

ALMOND MILK AND SOY MILK
WITH HOUSEMADE
VANILLA SYRUP

10 PER
GALLON OF COFFEE

COLD BEVERAGES

REFILLABLE ALUMINUM
BOTTLED WATER
7

ASSORTED SODAS
4.5

TOPO CHICO SPARKLING
WATER
6

WATER COOLER BASE RENTAL
45 PER DAY

5 GAL WATER JUG
55 PER JUG

RED BULL
6

ICED TEA OR LEMONADE
150 PER 3 GALLONS

LOS ANGELES (April 19, 2022) – "This Earth Day, the Los Angeles Convention Center (LACC), owned by the City of Los Angeles and managed by ASM Global, is pleased to announce a ban on single-use plastic bottles throughout the facility."



a la carte lunch

MENUS

SANDWICHES + WRAPS

GREEK CHICKEN WRAP - GF

shredded Chicken, Chopped Romaine with Marinated Tomato, Cucumber, Feta, Kalamata Olive, Lemon Vinaigrette on GF Tortilla

FALAFEL PITA SANDWICH - VG

falafel, Tomato, Cucumber + hummus in Pita Wrap

CLASSIC ITALIAN SANDWICH

Prosciutto, Ham, Salami, Provolone, Arugula, Pepperoni, Tomatoes, Balsamic Vinaigrette on Ciabatta

ROAST BEEF SANDWICH

with horseradish cream

TURKEY SANDWICH

with tomato, provolone cheese + lettuce + italian dressing

CHICKEN CAESAR WRAP

BUFFALO CAULIFLOWER WRAP - VG/GF

with vegan ranch + gf tortilla

HAM HOAGIE SANDWICH

roasted ham, Cheddar cheese, Tomato slices, Leaf Lettuce, Hoagie Bread

TURKEY CHIPOTLE WRAP - GF

roasted Turkey, Bacon, Spinach, Chipotle Aioli, Tomato, Gluten-Friendly Tortilla

SALADS

NICOISE SALAD - GF

hard-boiled eggs, potatoes
green beans, tomatoes, tuna, olives with olive oil

CHOPPED GREEK SALAD - VG/GF

Chopped Romaine with Marinated Tomato, Cucumber, Pickled Red Onion, Sliced Radish, Kalamata Olive, Lemon Vinaigrette

AUTUMN SALAD - GF

sunflower seeds, pomegranate seeds, sweet potato squash
with maple vinaigrette + shredded chicken

POWER SALAD - VG/GF

kale, Spinach, Red Quinoa, Sunflower Seeds, Chia Seeds, Seasonal Fruit, Garbanzo Beans, Poppy Seed Vinaigrette

ASIAN CHICKEN SALAD

grilled Chicken, Napa Cabbage, Green Onion, Radish, Shredded Carrots, Snow Peas, Mandarin Oranges, Slivered Almonds, Fried Rice Noodles, Sesame Ginger Dressing

14 PER SALAD OR SANDWICH

A LA CARTE SANDWICHES AND SALADS ARE SERVED ON PLATTERS. IF YOU REQUEST ITEMS TO BE PACKAGED AND/OR WRAPPED, ADDITIONAL FEES WILL APPLY.

want a little
something extra?

WHOLE FRESH FRUIT	4
FRESH BAKED COOKIES	55 PER DOZEN
CHOCOLATE FUDGE BROWNIES	55 PER DOZEN
GOURMET DESSERT BARS	55 PER DOZEN
ASSORTED ENERGY & GRANOLA BARS	5
INDIVIDUALLY PACKAGED SNACKS	5
ASSORTED CHIPS, COOKIES, CRACKERS, PRETZELS	
HOMEMADE KETTLE CHIPS	10
WITH ROASTED GARLIC PARMESAN DIP	



boxed lunch

MENUS

BASIC BOX

ALL MEALS INCLUDE

WHOLE FRUIT, BAG OF CHIPS, FRESH BAKED COOKIE + CHOICE OF SANDWICH OR SALAD

32 PER BOX

SANDWICH OPTIONS

ROAST BEEF SANDWICH
WITH HORSERADISH CREAM

TURKEY SANDWICH
WITH TOMATO, PROVOLONE CHEESE + LETTUCE + ITALIAN DRESSING

BUFFALO CAULIFLOWER WRAP - VG/GF
WITH VEGAN RANCH + GF TORTILLA

HAM HOAGIE SANDWICH
ROASTED HAM, CHEDDAR CHEESE, TOMATO SLICES, LEAF LETTUCE, HOAGIE BREAD

TURKEY CHIPOTLE WRAP - GF
ROASTED TURKEY, BACON, SPINACH, CHIPOTLE AIOLI, TOMATO, GLUTEN-FRIENDLY TORTILLA

CHOPPED GREEK SALAD - VG/GF
CHOPPED ROMAINE WITH MARINATED TOMATO, CUCUMBER, PICKLED RED ONION, SLICED RADISH, KALAMATA OLIVE, LEMON VINAIGRETTE

AUTUMN SALAD - GF
SUNFLOWER SEEDS, POMEGRANATE SEEDS, SWEET POTATO SQUASH WITH MAPLE VINAIGRETTE + SHREDDED CHICKEN



boxed lunch

MENUS

FANCY BOX

ALL MEALS INCLUDE

WHOLE FRUIT, BAG OF CHIPS, DESSERT BAR + CHOICE OF SANDWICH
OR SALAD

34 PER BOX

SANDWICH OPTIONS

GREEK CHICKEN WRAP - GF

SHREDDED CHICKEN, CHOPPED ROMAINE WITH MARINATED TOMATO, CUCUMBER,
FETA, KALAMATA OLIVE, LEMON VINAIGRETTE ON GF TORTILLA

FALAFEL PITA SANDWICH - VG

FALAFEL, TOMATO, CUCUMBER + HUMMUS IN PITA WRAP

CLASSIC ITALIAN SANDWICH

PROSCIUTTO, HAM, SALAMI, PROVOLONE, ARUGULA, PEPPERONI, TOMATOES,
BALSAMIC VINAIGRETTE
ON CIABATTA

NICOISE SALAD - GF

HARD-BOILED EGGS, POTATOES
GREEN BEANS, TOMATOES, TUNA, OLIVES WITH OLIVE OIL

POWER SALAD - VG/GF

KALE, SPINACH, RED QUINOA, SUNFLOWER SEEDS, CHIA SEEDS, SEASONAL FRUIT,
GARBANZO BEANS, POPPY SEED VINAIGRETTE

ASIAN CHICKEN SALAD

GRILLED CHICKEN, NAPA CABBAGE, GREEN ONION, RADISH, SHREDDED CARROTS,
SNOW PEAS, MANDARIN ORANGES, SLIVERED ALMONDS, FRIED RICE NOODLES,
SESAME GINGER DRESSING



chefs table

MENUS

venice canals

B&B SALAD

RAW BROCCOLI AND SHAVED
BRUSSELS SPROUTS SALAD,
SLICED APPLES
BALSAMIC HYDRATED
RAISINS WHITE BALSAMIC
AND BASIL VINAIGRETTE

TUSCAN CHICKEN

WITH SUNDRIED TOMATOES
AND SPINACH

SPAGHETTI

DI ZUCCA

WITH ORGANIC SQUASH
ZUCCHINI BLOSSOMS
CAMPANIA TOMATOES,
SPINACH AND VEGETABLE
BROTH

ROASTED CARROTS + PARSNIPS

PARMESAN POLENTA CHEESECAKE BITES

50 PER PERSON

hollywood wok + roll

SUNSET SALAD

RED AND GREEN CABBAGE
CHOPPED SALAD, CARROT
JICAMA

EDAMAME BEAN PEANUT +
GINGER SOY VINAIGRETTE

PEANUT NOODLE SALAD

RICE NOODLES

MATCHSTICK CUCUMBER
SHAVED CARROT

THAI CHILI CILANTRO LEAVES
GINGER TOASTED SESAME
SEED

+ CREAMY PEANUT DRESSING

THAI VEGETABLE SPRING ROLLS

WITH HOISIN SAUCE, SERVED
HOT

LEMONGRASS CHICKEN

WITH THAI BASIL, CHILI PEPPER
LIME STIR FRY SZECHUAN

JAPANESE EGGPLANT

GARLIC SAUCE

STEAMED JASMINE RICE

GREEN TEA CRÈME BRÛLÉE

55 PER PERSON

meet me at the greek

COLD BEET SALAD

WITH TAHINI, DILL, MINT
LEMON JUICE, OLIVE OIL,
TOASTED SESAME SEEDS

AUTUMN SALAD

SUNFLOWER SEEDS
POMEGRANATE SEEDS
SWEET POTATO SQUASH
AND MAPLE VINAIGRETTE

ROASTED CARROTS

WITH URFA BIEBER
LABNEH AND HONEY

SAFFRON RICE

WITH CURRENTS
ALMONDS AND CILANTRO

SAUTÉED CHICKEN

MOROCCAN VEGETABLE TAGINE

LEMON PISTACHIO TARTS

54 PER PERSON

olvera street

MEXICAN CAESAR SALAD

ELOTE CORN SALAD

BUILD YOUR OWN FAJITA BAR:

GRILLED SKIRT STEAK
GRILLED CHICKEN

GRILLED VEGETABLES WITH
PEPPERS AND ONIONS

FLOUR AND CORN

TORTILLAS

PICO DE GALLO, SHREDDED

CHEESE, GUACAMOLE,
SOUR CREAM

CHEESE ENCHILADAS

SPANISH STYLE RICE

RANCHERO STYLE BEANS

CHURRO CHIPS

WITH CHOCOLATE DIPPING
SAUCE

55 PER PERSON

griffith park

CUCUMBER, TOMATO, & ONION SALAD

WITH DILL AND MINT, FETA
VINAIGRETTE

QUINOA TABOULEH,

ARUGULA, CILANTRO,
ROASTED ONIONS, AND
RADISH

SANTA MARIA STYLE TRI TIP

WITH TOMATO CHIMICHURRI

HERB ROASTED CHICKEN

BREAST

WITH ROSEMARY PAN GRAVY

HONEY BISCUITS

ROASTED BROCCOLINI

WITH LEMON BUTTER

THREE CHEESE MACARONI &

CHEESE

FINGERLING POTATOES

LA FRUIT SALAD

55 PER PERSON

the beverly

CHOPPED ANTIPASTO SALAD

CEASAR SALAD

BAKED ZITI

WITH BOLOGNESE

BOWTIE PESTO PASTA

ROASTED ROSEMARY

CHICKEN

MARINATED GRILLED

VEGETABLES

GARLIC KNOTTS

MINI CANNOLIS

WITH CINNAMON FILLING

45 PER PERSON



reception

MENUS

TASTE OF THE MEDITERRANEAN

- **CHICKEN SCHWARMA BOWL**
WITH CHICKEN SCHWARAMA ROTISSERIE + CRISPY FALAFEL DICED WITH BASMATI RICE, TOMATO, RED ONION + CUCUMBER SALAD, TZATZIKI SAUCE, PITA POCKET
- **DOLMA GREEK STUFFED GRAPE LEAVES**
WITH TZATZIKI SAUCE
- **HUMMUS DISPLAY WITH FRESH PITA + PITA CHIPS**
TRADITIONAL AND ROASTED RED PEPPER HUMMUS AND OLIVE TAMPONADE · CRUMBLED FETA CHEESE DICED TOMATOES, RED BELL PEPPERS AND GREEN ONIONS CUCUMBER WITH FRESH MINT SLICED KALAMATA OLIVES AND SLICED PEPPERONCINI'S
- **SPANAKOPITA WITH ONIONS AND HERBS**
28 PER PERSON

LATE NIGHT LA

- **CARNE ASADA TOT BAR**
CARNE ASADA TOT WITH CARNA ASADA, NACHO CHEESE, PICO DE GALLO AVOCADO CREMA
- **ELOTE CUP**
CORN NIBBLETS WITH CREMA, QUESO FRESCA, TAJIN AND CHOPPED CILANTRO. WITH ASSORTED LOCAL HOT SAUCES (IF YOU DARE)
- **BUILD YOUR OWN GUACAMOLE STATION**
SMASHED AVOCADO, POMEGRANATE SEEDS BAY SHRIMP, JAPALENOS, CILANTRO, ROASTED CORN, DICED RED ONIONS, DICED TOMATOES SERVED WITH FRESH TORTILLA CHIPS
28 PER PERSON

DOWNTOWN DOJO

- **CHICKEN AND PORK SHANGHAI DUMPLINGS**
 - **SESAME CHICKEN MEATBALLS**
 - **VEGETABLE EGG ROLLS**
 - **KOREAN BBQ BEEF TACOS**
- WITH QUESO FRESCO, PICKLED ONIONS AND CILANTRO
24 PER PERSON

LA STREET TACOS

- **CARNE ASADA AND CHICKEN**
JALAPENOS, PICO DE GALLO, CHIPOTLE CREMA GUACAMOLE, TOMATILLO SALSA, CORN TORTILLAS
- **CORN TORTILLA CHIPS**
22 PER PERSON

PLATTERS

GARDEN FRESH VEGETABLES

CHEF'S COLORFUL SELECTION OF THE FRESHEST MARKET VEGETABLES
SERVED WITH BUTTERMILK RANCH DIP, TRADITIONAL HUMMUS
14 PER PERSON

CALIFORNIA ARTISAN CHEESEBOARD

ARTISAN SELECTION OF HAND CRAFTED CHEESES ACCOMPANIED BY HOUSE MADE CHUTNEYS, HONEY, ARTISAN BREADS AND CRACKERS
15 PER PERSON

ANTIPASTI

IMPORTED CURED MEATS, CHEESES, LOCAL SEASONAL VEGETABLES, MARINATED OLIVES SERVED WITH A VARIETY OF FLAT BREADS CROSTINI'S AND BREADSTICKS
16 PER PERSON

FRESH FRUIT

SEASONAL LOCAL FRESH FRUITS AND BERRIES
16 PER PERSON

MEDITERRANEAN TABLE

ROASTED GARLIC HUMMUS, TZATZIKI, TABBOULEH, DOLMAS, FETA CHEESE STUFFED PEPPERS, MARINATED OLIVES AND SUN DRIED TOMATOES
CRISP PITA CHIPS, SOFT NAAN BREAD
24 PER PERSON

additional menu options
available upon request.



recep tion

MENUS

BITES

ALL BITES ARE 10 PER PERSON

SAVORY OPTIONS

**BBQ PULLED PORK SLIDER
WITH ONION RING STACK**

SERVED WITH HORSERADISH CREAM
DIPPING SAUCE

CHARCUTERIE BITES - GF

MEATS, CHEESES, AND ASSORTED
VEGETABLES GARNISHED WITH
ROSEMARY SPRIGS

SHRIMP + GRITS - GF

SERVED IN INDIVIDUAL CUPS

MINI LETTUCE WRAP BURGERS -GF

WITH CHEESE, TOMATO, PICKLES +
SECRET SAUCE

MELON CAPRESE SALAD - GF

WITH PROSCIUTTO, MELON BALLS,
BURRATA, WHITE BALSAMIC + HONEY,
GARNISHED WITH BASIL + MINT

CHICKEN + BISCUIT SANDWICHES

BUFFALO CAULIFLOWER TACOS -

GF, VG

WITH AVOCADO + VEGAN CILANTRO
CREMA ON CORN TORTILLAS

MINI STEAK FRITES BITES

WITH TOASTED ROSEMARY

FISH TACOS - GF

SERVED ON A LIME WEDGE

BONESLESS CHICKEN +

WAFFLE BITES

WITH MAPLE SYRUP GLAZE

TOFU CEVICHE - GF/VG

WITH CRISPY TORTILLA STRIPS

MINI MUSHROOM BITES -

GF/VG

WITH QUINOA + BALSAMIC
GLAZE

SWEET OPTIONS

DESSERT WAFFLE STICKS

RAINBOW SPRINKLES, BREAKFAST CEREAL +
DARK CHOCOLATE WITH PEANUTS

LA FRUIT STAND

SEASONAL FRUIT + MELON TOSSED WITH LIME
AND A HINT OF CHILI PEPPER

HOUSE-MADE POPTARTS

NON DAIRY, BLACKBERRY

SODA FLOATS

WITH HOUSEMADE BLACKBERRY SODA

PAPAYA BOATS

WITH NON DAIRY YOGURT, SEASONAL FRUITS
+ SHREDDED COCONUT



bar

MENUS

CANNED COCKTAILS - 14

JUNE SHINE

PASSION FRUIT VODKA SODA

VODKA MULE

VILLAGER SPIRITS

VODKA MAI TAI

TEQUILA MARGARITA

SELTZER - 9

ASHLAND

VARIETY PACK - BLACKBERRY

LEMONADE, PINEAPPLE, LIME,

TANGERINE

WILD BASIN

VARIETY PACK - CLASSIC LIME,

CUCUMBER PEACH, MELON BASIL,

LEMON AGAVE HIBISCUS

WINE - 12

BABE - CANNED

ROSE

PINOT GRIGIO

RED

BEER

CRAFT - 9

CROWN + HOPS

HAZY IPA

STONE

BUENAVEZA SALT & LIME LAGER

DELICIOUS IPA

EL SEGUNDO BREWING CO

CITRA PALE ALE

MADEWEST BREWING CO.

VENTURA LIGHT LAGER

STANDARD BLONDE ALE

THREE WEAVERS BREWING

SEAFARER KOLSCH-STYLE ALE

CLOUD CITY HAZY IPA

IMPORT - 9

MODELO

CORONA

DOMESTIC - 8

BUDLIGHT

CIDER - 9

ANTHEM

APPLE

PEAR

bar selections rotate
+ are subject to change.

bartender
required

every hour is

happy.
hour.

with you.



plated meal

MENUS

PLATED MEALS

ALL MEALS INCLUDE

ONE SALAD, ONE ENTREE OR DUO ENTREE AND ONE DESSERT

Pricing is based on the entrée selection

ICED WATER + ICED TEA + BREAD & BUTTER

COFFEE SERVICE IS AN ADDITIONAL 3 PER PERSON

SALAD OPTIONS

HOUSE SALAD

BABY FIELD GREENS, GRAPE TOMATOES, CUCUMBERS, SHREDDED CARROTS AND RED WINE VINAIGRETTE

TRADITIONAL CAESAR SALAD

CRISP ROMAINE LETTUCE, PARMESAN AND GARLIC CROUTONS WITH CREAMY CAESAR DRESSING

CALIFORNIA SALAD

ORGANIC FIELD GREENS, BLUE CHEESE CRUMBLES, DRIED CRANBERRIES, CANDIED WALNUTS WITH BALSAMIC VINAIGRETTE

PROSCIUTTO SALAD

PROSCIUTTO, BABY ARUGULA, CHERRY GRAPE TOMATOES, WATERMELON, MICRO BASIL BALSAMIC PEARLS AND OLIVE OIL

CARAMELIZED TRI COLORED CAULIFLOWER-STEAK SALAD

WINTER GREENS, GOLDEN BEETS, POMEGRANATE SEEDS
ROASTED SHALLOT VINAIGRETTE

LITTLE GEM WEDGE

TOMATOES, RED ONIONS, BLUE CHEESE CRUMBLES CRISP BACON
WITH CREAMY BLUE CHEESE DRESSING

BBQ SALAD

BABY GEM LETTUCE SALAD WITH TORTILLA CRUNCH, COTIJA CHEESE, SMOKED BACON
BABY TOMATOES, SHAVED PICKLED RED ONIONS
AND BBQ RANCH DRESSING

HEIRLOOM TOMATO AND BUFFALO MOZZARELLA

WILD ARUGULA, BALSAMIC VINAIGRETTE

ADDITIONAL STAFFING + SERVICES FEES MAY APPLY



plated meal

MENUS

ENTREE OPTIONS

CITRUS HERB CHICKEN

PAN ROASTED BRICK CHICKEN, OLIVE OIL
ROASTED POTATOES BUTTERED
ASPARAGUS, SWEET GARLIC JUS
55 PER PERSON

RIGATONI ALLA BOLOGNESE

BASIL, RICOTTA
50 PER PERSON

BRAISED SHORT RIBS

GARLIC PARMESAN POLENTA, BRAISED
CARROTS, PARSNIPS
TRUFFLE REDUCTION
60 PER PERSON

FARMER'S MARKET VEGETABLE

RATATOUILLE PURSE
VEGAN & GLUTEN FREE
55 PER PERSON

PETITE FILET MIGNON

SAUTÉED SPINACH, ROSEMARY
FINGERLING POTATOES, CIPOLLINI ONIONS
THREE PEPPERCORN SAUCE
65 PER PERSON

MISO GLAZED SALMON

COCONUT JASMINE RICE, BABY BOK CHOY
60 PER PERSON

CREOLE CHICKEN AND ROSEMARY GARLIC SHRIMP

WITH TOMATO LEEK RISOTTO CAKE
SPICY RED BELL PEPPER COULIS, FRIED LEEK
70 PER PERSON

STEAK AND SHRIMP

GRILLED NEW YORK STRIP STEAK AND
ACHIOTE BRUSHED GULF SHRIMP "LA
PADELLA"
CURRIED CAULIFLOWER, SAUTÉED PETITE
VEGETABLES
AND ROASTED GARLIC CREAM SAUCE
75 PER PERSON

SURF AND TURF

GRILLED FILET OF BEEF

WITH SAUCE AU POIVRE BUTTER POACHED
LOBSTER TAIL
GRATIN POTATOES, GLAZED BABY CARROTS
SAUTÉED FRENCH BEANS WITH GARLIC AND
GREMOLATA CRUMBS
92 PER PERSON

STEAK AND CHICKEN

LEMON AND BLACK PEPPER MARINATED
AIRLINE CHICKEN BREAST
AND PETITE FILET, AGED WHITE CHEDDAR
CHEESE SCALLOPED POTATOES
ROASTED BRUSSEL SPROUTS AND BELL
PEPPERS
78 PER PERSON

DESSERT

CRÈME BRÛLÉE TRIO

TRADITIONAL, GREEN TEA, LAVENDER

CHOCOLATE MOUSSE

WITH BERRIES IN CHOCOLATE SHELL

RUSTIC APPLE TART

CINNAMON BOURBON CRÈME FRAICHE,
SESAME BRITTLE

BLOOD ORANGE AND CARDAMOM PANNA COTTA

WITH BLOOD ORANGE JELLY AND TOASTED
QUINOA CRUMBLE

DOUBLE CHOCOLATE CAKE

WILD BERRY SAUCE



show stopper

MENUS

Espresso Service

6 HOURS OF SERVICE
attendant included
(400 - 6 OZ. SERVINGS)
4.50 PER SERVING AFTER 400
(BOUGHT IN INCREMENTS OF 100)

ESPRESSO, CAPPUCCINO
MOCHA, LATTE & AMERICANO
SPECIFICATIONS: 100 LBS
REQUIREMENTS: ELECTRICAL AND
5' X 6' OPERATING SPACE

EXHIBITOR TO PROVIDE:
TWO DEDICATED 110 VOLT, 20 AMP
CIRCUITS
3,000 PER DAY

Smoothie Service

6 HOURS OF SERVICE
attendant included
(400 - 7 OZ SERVINGS)
4.50 PER SERVING AFTER 400
(BOUGHT IN INCREMENTS OF 100)

STRAWBERRY OR MANGO
SPECIFICATIONS: 50 LBS
REQUIREMENTS: ELECTRICAL AND
5' X 6' OPERATING SPACE

EXHIBITOR TO PROVIDE:
ONE DEDICATED 110 VOLT, 20 AMP
CIRCUITS
3,000 PER DAY

POPCORN CART

includes

- POPCORN MACHINE AND KERNELS FOR POPPING
- POPCORN BAGS
- SERVICE ATTENDANT

FOR UP TO 6 HOURS OF SERVICE
PRICE SATISFIES QUANTITIES
FOR UP TO 400 PORTIONS
4 PER SERVING AFTER 400
(BOUGHT IN INCREMENTS OF 100)
1,200 PER DAY

Infused Waters

FOR 6 HOURS OF SERVICE
CHEF'S SELECTION OF FRUITS AND LOCAL
GROWN HERBS

ON DEMAND FILLING OF BOTTLES
WITH CHILLED STILL & AMBIENT STILL
WATER

INCLUDES A SERVICE ATTENDANT
PRICE SATISFIES QUANTITY
OF 400 BOTTLES OF WATER
6 PER SERVING AFTER 400
(BOUGHT IN INCREMENTS OF 100)
3,000 PER DAY

*ADDITIONAL CUSTOMIZATION AVAILABLE

additional options available on request



Levy catering

MENU



furniture rental

TRADE SHOW

2023 FURNITURE PRICE LIST

FABRIC COLLECTIONS

AURORA



Aurora Sofa
90"W x 33"D x 30"H
Trade Show Price: \$941.00



Aurora Chair
39"W x 33"D x 30"H
Trade Show Price: \$560.00

CHATEAU



Chateau Sofa
82"W x 35"D x 36"H
Trade Show Price: \$941.00



Dijon Chair
24"W x 29"D x 35"H
Trade Show Price: \$407.00



Elan Chair
30"W x 29"D x 37"H
Trade Show Price: \$407.00



Marteen Chair
23"Square x 40"H
Trade Show Price: \$407.00

CROMWELL



Cromwell Sofa
78"W x 32"D x 29"H
Trade Show Price: \$941.00



Cromwell Chair
32"W x 32"D x 29"H
Trade Show Price: \$560.00

JADE



Jade Sofa
82"W x 36"D x 34"H
Trade Show Price: \$777.00



Jade Chair
32"W x 36"D x 34"H
Trade Show Price: \$453.00



Jade Bench Ottoman
48"W x 24"D x 19"H
Trade Show Price: \$345.00

FABRIC COLLECTIONS

MADISON



Madison Sofa
86"W x 34"D x 34"H
Trade Show Price: \$777.00



Madison Chair
33"W x 34"D x 34"H
Trade Show Price: \$453.00



Madison Bench - Sky
48"W x 24"D x 17"H
Trade Show Price: \$319.00



Madison Ottoman - Apricot
24"Square x 17"H
Trade Show Price: \$204.00



Madison Ottoman - Sand Dollar
24"Square x 17"H
Trade Show Price: \$204.00



Madison Ottoman - Sunflower
24"Square x 17"H
Trade Show Price: \$204.00



Madison Ottoman - Willow
24"Square x 17"H
Trade Show Price: \$204.00

MANGO



Mango Sofa
95"W x 36"D x 34"H
Trade Show Price: \$941.00



Mango Chair
39"W x 34"D x 34"H
Trade Show Price: \$560.00



Mango Ottoman
28"W x 25"D x 19"H
Trade Show Price: \$319.00

MONACO



Monaco Sofa
84"W x 35"D x 34"H
Trade Show Price: \$1,005.00



Monaco Chair
36"W x 35"D x 34"H
Trade Show Price: \$624.00



Monaco Oval Ottoman
48"W x 24"D x 17"H
Trade Show Price: \$363.00

FABRIC COLLECTIONS

MONTANA MOCHA



Montana Mocha Sofa
79"W x 35"D x 34"H
Trade Show Price: \$630.00



Montana Mocha Loveseat
57"W x 35"D x 34"H
Trade Show Price: \$554.00



Montana Mocha Chair
35"Square x 34"H
Trade Show Price: \$427.00

NIKO



Niko Sofa
81"W x 30"D x 38"H
Trade Show Price: \$828.00



Niko Loveseat
58"W x 30"D x 38"H
Trade Show Price: \$757.00



Niko Chair
31"W x 30"D x 38"H
Trade Show Price: \$630.00

OLIVER



Oliver Sofa
90"W x 34"D x 34"H
Trade Show Price: \$941.00



Oliver Chair
37"W x 34"D x 34"H
Trade Show Price: \$560.00

PENELOPE



Penelope Sofa
96"W x 36"D x 36"H
Trade Show Price: \$941.00



Penelope Chair
35"W x 36"D x 40"H
Trade Show Price: \$560.00



Penelope Ottoman
24"Round x 15"H
Trade Show Price: \$319.00

FABRIC COLLECTIONS

REGALE



Regale Sofa
78"W x 35"D x 39"H
Trade Show Price: \$941.00



Regale Chaise
26"W x 73"D x 39"H
Trade Show Price: \$814.00



Regale Chair
24"W x 22"D x 40"H
Trade Show Price: \$407.00



Regale Bench Ottoman
48"W x 24"D x 18"H
Trade Show Price: \$407.00

SUAVE MIDNIGHT



Suave Midnight Sofa
77"W x 36"D x 33"H
Trade Show Price: \$586.00



Suave Midnight Loveseat
54"W x 36"D x 33"H
Trade Show Price: \$509.00



Suave Midnight Chair
32"W x 36"D x 33"H
Trade Show Price: \$382.00



Suave Midnight Scoop Ottoman
31"W x 25"D x 20"H
Trade Show Price: \$217.00

WINSTON



Winston Sofa
93"W x 39"D x 34"H
Trade Show Price: \$941.00



Winston Chair
47"W x 38"D x 33"H
Trade Show Price: \$542.00



Winston Bench Ottoman
48"W x 24"D x 15"H
Trade Show Price: \$345.00

LEATHER COLLECTIONS

BLANC



Blanc Sofa
75"W x 35"D x 35"H
Trade Show Price: \$814.00



Blanc Loveseat
54"W x 35"D x 35"H
Trade Show Price: \$777.00



Blanc Chair
33"W x 35"D x 35"D
Trade Show Price: \$649.00



Blanc Bench Ottoman
48"W x 24"D x 18"H
Trade Show Price: \$390.00



Blanc Cube Ottoman
17"Square x 17"H
Trade Show Price: \$136.00

BOCA



Boca Armless Chair - Black
22"W x 27"D x 30"H
Trade Show Price: \$415.00



Boca Corner - Black
27"Square x 30"H
Trade Show Price: \$446.00



Boca Armless Chair - Charged
22"W x 27"D x 30"H
Trade Show Price: \$471.00

**Client responsible for power source.*



Boca Corner - Charged
27"Square x 30"H
Trade Show Price: \$509.00

**Client responsible for power source.*

CHANDLER



Chandler Sofa
76"W x 37"D x 35"H
Trade Show Price: \$669.00



Chandler Loveseat
53"W x 37"D x 35"H
Trade Show Price: \$644.00



Chandler Chair
31"W x 37"D x 35"H
Trade Show Price: \$503.00



Chandler Bench Ottoman
60"W x 24"D x 17"H
Trade Show Price: \$345.00

LEATHER COLLECTIONS

CONTINENTAL



Continental Curved Loveseat
82"W x 34"D x 31"H
Trade Show Price: \$802.00



Continental Reverse Loveseat
72"W x 34"D x 31"H
Trade Show Price: \$777.00



Continental Curved Bench
70"W x 26"D x 19"H
Trade Show Price: \$407.00



Continental Half Moon Ottoman
33"W x 19"D x 19"H
Trade Show Price: \$345.00



Continental Wedge Ottoman
30"W x 34"D x 19"H
Trade Show Price: \$345.00

ESSENTIALS



Essentials Banquette Flat Top
60"Round x 19"H (2 pieces)
Trade Show Price: \$745.00



Essentials Banquette High Top
60"Round x 48"H (2 pieces)
Trade Show Price: \$1,011.00



Essentials Storage Ottoman
48"W x 24"D x 20"H
Trade Show Price: \$478.00



Essentials Turning Bed
96"W x 48"D x 36"H (2 pieces)
Trade Show Price: \$1,215.00



Essentials Turning Bed - Charged
96"W x 48"D x 25"H (2 pieces)
Trade Show Price: \$1,348.00

**Client responsible for power source.*

LEATHER COLLECTIONS

FUNCTION



Function Armless Chair
28"Square x 29"H
Trade Show Price: \$415.00



Function Corner
28"Square x 29"H
Trade Show Price: \$446.00

GRAMMERCY



Grammercy Sofa
82"W x 36"D x 36"H
Trade Show Price: \$745.00



Grammercy Loveseat
57"W x 36"D x 36"H
Trade Show Price: \$649.00



Grammercy Chair
28"W x 36"D x 36"H
Trade Show Price: \$415.00



Grammercy Chaise
63"W x 28"D x 36"H
Trade Show Price: \$554.00



Grammercy Banquette
59"Round x 38"H (2 pieces)
Trade Show Price: \$1,011.00



Grammercy Corner
36"Square x 36"H
Trade Show Price: \$478.00



Grammercy Bench Ottoman
60"W x 24"D x 17"H
Trade Show Price: \$345.00



Grammercy Round Ottoman
46"Round x 17"H
Trade Show Price: \$345.00



Grammercy Square Ottoman
40"Square x 17"H
Trade Show Price: \$345.00

LEATHER COLLECTIONS

METRO



Metro Sofa
85"W x 35"D x 35"H
Trade Show Price: \$669.00



Metro Loveseat
60"W x 35"D x 35"H
Trade Show Price: \$644.00



Metro Chair
35"Square x 35"H
Trade Show Price: \$503.00



Metro Cube Ottoman
18"Square x 18"H
Trade Show Price: \$136.00



Metro Bench Ottoman
60"W x 24"D x 17"H
Trade Show Price: \$345.00



Metro Square Ottoman
40"Square x 17"H
Trade Show Price: \$345.00

PARMA



Parma Sofa
79"W x 37"D x 36"H
Trade Show Price: \$669.00



Parma Loveseat
56"W x 37"D x 36"H
Trade Show Price: \$644.00



Parma Chair
33"W x 37"D x 36"H
Trade Show Price: \$503.00



Parma Bench Ottoman
60"W x 24"D x 17"H
Trade Show Price: \$345.00

SOPHISTICATION



Sophistication Sofa
72"W x 31"D x 48"H
Trade Show Price: \$802.00



Sophistication Loveseat
48"W x 31"D x 48"H
Trade Show Price: \$542.00



Sophistication Chair
24"W x 31"D x 48"H
Trade Show Price: \$407.00



Sophistication Corner
31"Square x 48"H
Trade Show Price: \$407.00

LEATHER COLLECTIONS

SOPHISTICATION



Sophistication Ottoman
31"Square x 19"H
Trade Show Price: \$306.00

WHISPER



Whisper Sofa
87"W x 37"D x 35"H
Trade Show Price: \$777.00



Whisper Loveseat
61"W x 37"D x 35"H
Trade Show Price: \$745.00



Whisper Chair
35"W x 37"D x 35"H
Trade Show Price: \$618.00



Whisper Bench Ottoman
60"W x 24"D x 17"H
Trade Show Price: \$345.00



Whisper Square Ottoman
40"Square x 17"H
Trade Show Price: \$345.00



Whisper Round Ottoman
46"Round x 17"H
Trade Show Price: \$345.00



Whisper Banquette
59"Round x 38"H (2 pieces)
Trade Show Price: \$1,011.00



Whisper Cube Ottoman
18"Square x 18"H
Trade Show Price: \$136.00

ZEPPELIN



Zeppelin Sectional
128"W x 28"D x 31"H (2 pieces)
Trade Show Price: \$1,684.00

OUTDOOR COLLECTIONS

COSTA



Costa Sofa

83"W x 36"D x 27"H
Trade Show Price: \$840.00



Costa Chair

38"W x 35"D x 26"H
Trade Show Price: \$453.00



Costa Table

41"W x 26"D x 15"H
Trade Show Price: \$262.00

EVOKE



Evoke Sofa

81"W x 35"D x 27"H
Trade Show Price: \$1,011.00



Evoke Chair

33"W x 35"D x 27"H
Trade Show Price: \$542.00



Evoke Cocktail Table

48"W x 24"D x 18"H
Trade Show Price: \$345.00



Evoke End Table

24"W x 28"D x 25"H
Trade Show Price: \$306.00



Evoke Cube Ottoman

18"Square x 18"H
Trade Show Price: \$217.00

VERONA



Verona Sofa

74"W x 38"D x 25"H
Trade Show Price: \$960.00



Verona Chair

28"W x 38"D x 25"H
Trade Show Price: \$495.00



Verona Ottoman

26"W x 21"D x 18"H
Trade Show Price: \$286.00

CHARGED COLLECTION

Client responsible for power source.



CHARGING CHAIRS



Boca Armless Chair - Charged
22"W x 27"D x 30"H
Trade Show Price: \$471.00



Boca Corner - Charged
27"Square x 30"H
Trade Show Price: \$509.00



Patrice Tablet Chair - Charged
28"W x 31"D x 31"H (chair)
16"W x 11"D (table)
Trade Show Price: \$491.00

CHARGING BENCHES



Essentials Turning Bed - Charged
96"W x 48"D x 25"H
Trade Show Price: \$1,348.00



Lincoln Bench - Charged
59"W x 39"D x 17"H
Trade Show Price: \$745.00

CHARGING TABLES



Conference Table 8' White - Charged
96"W x 43"D x 30"H
Trade Show Price: \$1,062.00



Aspen Cocktail Table - Charged
48"W x 24"D x 18"H
Trade Show Price: \$446.00



Aspen Bar Table - Charged
72"W x 26"D x 42"H
Trade Show Price: \$789.00

SOFAS



Aurora Sofa
90"W x 33"D x 30"H
Trade Show Price: \$941.00



Blanc Sofa
75"W x 35"D x 35"H
Trade Show Price: \$814.00



Chandler Sofa
76"W x 37"D x 35"H
Trade Show Price: \$669.00



Chateau Sofa
82"W x 35"D x 36"H
Trade Show Price: \$941.00



Costa Sofa
83"W x 36"D x 27"H
Trade Show Price: \$840.00



Cromwell Sofa
78"W x 32"D x 29"H
Trade Show Price: \$941.00



Evoke Sofa
81"W x 35"D x 27"H
Trade Show Price: \$1,011.00



Grammery Sofa
82"W x 36"D x 36"H
Trade Show Price: \$745.00



Jade Sofa
82"W x 36"D x 34"H
Trade Show Price: \$777.00



Madison Sofa
86"W x 34"D x 34"H
Trade Show Price: \$777.00



Mango Sofa
95"W x 36"D x 34"H
Trade Show Price: \$941.00



Metro Sofa
85"W x 35"D x 35"H
Trade Show Price: \$669.00



Monaco Sofa
84"W x 35"D x 34"H
Trade Show Price: \$1,005.00



Montana Mocha Sofa
79"W x 35"D x 34"H
Trade Show Price: \$630.00



Niko Sofa
81"W x 30"D x 38"H
Trade Show Price: \$828.00



Oliver Sofa
90"W x 34"D x 34"H
Trade Show Price: \$941.00



Parma Sofa
79"W x 37"D x 36"H
Trade Show Price: \$669.00



Penelope Sofa
96"W x 36"D x 36"H
Trade Show Price: \$941.00



Regale Sofa
78"W x 35"D x 39"H
Trade Show Price: \$941.00



Sophistication Sofa
72"W x 31"D x 48"H
Trade Show Price: \$802.00

SOFAS



Suave Midnight Sofa
77"W x 36"D x 33"H
Trade Show Price: \$586.00



Verona Sofa
74"W x 38"D x 25"H
Trade Show Price: \$960.00



Whisper Sofa
87"W x 37"D x 35"H
Trade Show Price: \$777.00



Winston Sofa
93"W x 39"D x 34"H
Trade Show Price: \$941.00

LOVESEATS



Blanc Loveseat
54"W x 35"D x 35"H
Trade Show Price: \$777.00



Chandler Loveseat
53"W x 37"D x 35"H
Trade Show Price: \$644.00



Continental Curved Loveseat
82"W x 34"D x 31"H
Trade Show Price: \$802.00



Continental Reverse Loveseat
72"W x 34"D x 31"H
Trade Show Price: \$777.00



Grammercy Chaise
63"W x 28"D x 36"H
Trade Show Price: \$554.00



Grammercy Loveseat
57"W x 36"D x 36"H
Trade Show Price: \$649.00



Metro Loveseat
60"W x 35"D x 35"H
Trade Show Price: \$644.00



Montana Mocha Loveseat
57"W x 35"D x 34"H
Trade Show Price: \$554.00



Niko Loveseat
58"W x 30"D x 38"H
Trade Show Price: \$757.00



Parma Loveseat
56"W x 37"D x 36"H
Trade Show Price: \$644.00



Regale Chaise
26"W x 73"D x 39"H
Trade Show Price: \$814.00



Sophistication Loveseat
48"W x 31"D x 48"H
Trade Show Price: \$542.00



Suave Midnight Loveseat
54"W x 36"D x 33"H
Trade Show Price: \$509.00



Whisper Loveseat
61"W x 37"D x 35"H
Trade Show Price: \$745.00

CHAIRS



Aurora Chair
39"W x 33"D x 30"H
Trade Show Price: \$560.00



Bianca Stage Chair
26"Square x 37"H
Trade Show Price: \$297.00



Blanc Chair
33"W x 35"D x 35"D
Trade Show Price: \$649.00



Boca Armless Chair - Black
22"W x 27"D x 30"H
Trade Show Price: \$415.00



Boca Armless Chair - Charged
22"W x 27"D x 30"H
Trade Show Price: \$471.00

**Client responsible for power source.*



Buckskin Stage Chair
25"W x 26"D x 37"H
Trade Show Price: \$249.00



Chamois Stage Chair
25"W x 26"D x 37"H
Trade Show Price: \$249.00



Chandler Chair
31"W x 37"D x 35"H
Trade Show Price: \$503.00



Costa Chair
38"W x 35"D x 26"H
Trade Show Price: \$453.00



Cromwell Chair
32"W x 32"D x 29"H
Trade Show Price: \$560.00



Dijon Chair
24"W x 29"D x 35"H
Trade Show Price: \$407.00



Elan Chair
30"W x 29"D x 37"H
Trade Show Price: \$407.00



Empire Chair
28"W x 32"D x 32"H
Trade Show Price: \$446.00



Evoke Chair
33"W x 35"D x 27"H
Trade Show Price: \$542.00



Function Armless Chair
28"Square x 29"H
Trade Show Price: \$415.00



Grammercy Chair
28"W x 36"D x 36"H
Trade Show Price: \$415.00



Jade Chair
32"W x 36"D x 34"H
Trade Show Price: \$453.00



Madison Chair
33"W x 34"D x 34"H
Trade Show Price: \$453.00



Mango Chair
39"W x 34"D x 34"H
Trade Show Price: \$560.00



Marteen Chair
23"Square x 40"H
Trade Show Price: \$407.00

CHAIRS



Metro Chair
35"Square x 35"H
Trade Show Price: \$503.00



Midnight Stage Chair
25"W x 26"D x 37"H
Trade Show Price: \$249.00



Monaco Chair
36"W x 35"D x 34"H
Trade Show Price: \$624.00



Monarch Chair
28"Square x 30"H
Trade Show Price: \$285.00



Montana Mocha Chair
35"Square x 34"H
Trade Show Price: \$427.00



Niko Chair
31"W x 30"D x 38"H
Trade Show Price: \$630.00



Oliver Chair
37"W x 34"D x 34"H
Trade Show Price: \$560.00



Parma Chair
33"W x 37"D x 36"H
Trade Show Price: \$503.00



Patrice Table Chair - Charged
28"W x 31"D x 31"H (chair)
16"W x 11"D (table)
Trade Show Price: \$491.00
**Client responsible for power source.*



Penelope Chair
35"W x 36"D x 40"H
Trade Show Price: \$560.00



Regale Chair
24"W x 22"D x 40"H
Trade Show Price: \$407.00



Sophistication Chair
24"W x 31"D x 48"H
Trade Show Price: \$407.00



Suave Midnight Chair
32"W x 36"D x 33"H
Trade Show Price: \$382.00



Verona Chair
28"W x 38"D x 25"H
Trade Show Price: \$495.00



Whisper Chair
35"W x 37"D x 35"H
Trade Show Price: \$618.00



Winston Chair
47"W x 38"D x 33"H
Trade Show Price: \$542.00

OTTOMANS & BENCHES



Blanc Bench Ottoman
48"W x 24"D x 18"H
Trade Show Price: \$390.00



Chandler Bench Ottoman
60"W x 24"D x 17"H
Trade Show Price: \$345.00



Continental Curved Bench
70"W x 26"D x 19"H
Trade Show Price: \$407.00



Continental Half Moon Ottoman
33"W x 19"D x 19"H
Trade Show Price: \$345.00



Continental Wedge Ottoman
30"W x 34"D x 19"H
Trade Show Price: \$345.00



Element Bench
71"W x 16"D x 18"H
Trade Show Price: \$319.00



Essentials Storage Ottoman
48"W x 24"D x 20"H
Trade Show Price: \$478.00



Grammercy Bench Ottoman
60"W x 24"D x 17"H
Trade Show Price: \$345.00



Grammercy Round Ottoman
46"Round x 17"H
Trade Show Price: \$345.00



Grammercy Square Ottoman
40"Square x 17"H
Trade Show Price: \$345.00



Jade Bench Ottoman
48"W x 24"D x 19"H
Trade Show Price: \$345.00



Lincoln Bench - Charged
59"W x 39"D x 17"H
Trade Show Price: \$745.00
**Client responsible for power source.*



Luxe Almond Brittle Ottoman
60"W x 30"D x 27"H
Trade Show Price: \$1,210.00



Luxe California Wine Ottoman
50"Square x 20"H
Trade Show Price: \$1,287.00



Luxe Chartreuse Ottoman
90"W x 20"D x 20"H
Trade Show Price: \$1,210.00



Luxe Victory Blue Ottoman
80"W x 40"D x 20"H
Trade Show Price: \$2,043.00



Madison Bench - Sky
48"W x 24"D x 17"H
Trade Show Price: \$319.00



Madison Ottoman - Apricot
24"Square x 17"H
Trade Show Price: \$204.00



Madison Ottoman - Sand Dollar
24"Square x 17"H
Trade Show Price: \$204.00



Madison Ottoman - Sunflower
24"Square x 17"H
Trade Show Price: \$204.00

OTTOMANS & BENCHES



Madison Ottoman - Willow
24"Square x 17"H
Trade Show Price: \$204.00



Mango Ottoman
28"W x 25"D x 19"H
Trade Show Price: \$319.00



Metro Bench Ottoman
60"W x 24"D x 17"H
Trade Show Price: \$345.00



Metro Square Ottoman
40"Square x 17"H
Trade Show Price: \$345.00



Monaco Oval Ottoman
48"W x 24"D x 17"H
Trade Show Price: \$363.00



Parma Bench Ottoman
60"W x 24"D x 17"H
Trade Show Price: \$345.00



Penelope Ottoman
24"Round x 15"H
Trade Show Price: \$319.00



Regale Bench Ottoman
48"W x 24"D x 18"H
Trade Show Price: \$407.00



Sophistication Ottoman
31"Square x 19"H
Trade Show Price: \$306.00



Suave Midnight Scoop Ottoman
31"W x 25"D x 20"H
Trade Show Price: \$217.00



Verona Ottoman
26"W x 21"D x 18"H
Trade Show Price: \$286.00



Whisper Bench Ottoman
60"W x 24"D x 17"H
Trade Show Price: \$345.00



Whisper Round Ottoman
46"Round x 17"H
Trade Show Price: \$345.00



Whisper Square Ottoman
40"Square x 17"H
Trade Show Price: \$345.00



Winston Bench Ottoman
48"W x 24"D x 15"H
Trade Show Price: \$345.00

CUBE OTTOMANS



Benton Cube Ottoman - Blue

17"Square x 18"H
Trade Show Price: \$136.00



Benton Cube Ottoman - Bronze

17"Square x 18"H
Trade Show Price: \$136.00



Benton Cube Ottoman - Gold

17"Square x 18"H
Trade Show Price: \$136.00



Benton Cube Ottoman - Silver

17"Square x 18"H
Trade Show Price: \$136.00



Blanc Cube Ottoman

17"Square x 17"H
Trade Show Price: \$136.00



Evoke Cube Ottoman

18"Square x 18"H
Trade Show Price: \$217.00



Luxe Hot Pink Cube Ottoman

20"Square x 20"H
Trade Show Price: \$455.00



Luxe Tropical Splash Cube Ottoman

20"Square x 20"H
Trade Show Price: \$455.00



Metro Cube Ottoman

18"Square x 18"H
Trade Show Price: \$136.00



Rubix Cube Ottoman - Cherry

18"Square x 18"H
Trade Show Price: \$139.00



Rubix Cube Ottoman - Cromwell

18"Square x 18"H
Trade Show Price: \$139.00



Rubix Cube Ottoman - Grape

18"Square x 18"H
Trade Show Price: \$139.00



Rubix Cube Ottoman - Lemon

18"Square x 18"H
Trade Show Price: \$139.00



Rubix Cube Ottoman - Lime

18"Square x 18"H
Trade Show Price: \$139.00



Rubix Cube Ottoman - Mango

18"Square x 18"H
Trade Show Price: \$139.00



Whisper Cube Ottoman

18"Square x 18"H
Trade Show Price: \$136.00

BANQUETTES & TURNING BEDS



Essentials Banquette Flat Top
60"Round x 19"H (2 pieces)
Trade Show Price: \$745.00



Essentials Banquette
60"Round x 48"H (2 pieces)
Trade Show Price: \$1,011.00



Essentials Turning Bed
96"W x 48"D x 36"H (2 pieces)
Trade Show Price: \$1,215.00



Essentials Turning Bed - Charged
96"W x 48"D x 25"H (2 pieces)
Trade Show Price: \$1,348.00

**Client responsible for power source.*



Grammercy Banquette
59"Round x 38"H (2 pieces)
Trade Show Price: \$1,011.00



Whisper Banquette
59"Round x 38"H (2 pieces)
Trade Show Price: \$1,011.00

CAFÉ & DINING CHAIRS



Caprice Chair
25"W x 24"D x 32"H
Trade Show Price: \$136.00



Clara Chair
18"W x 21"D x 35"H
Trade Show Price: \$153.00



Colin Chair
22"W x 19"D x 33"H
Trade Show Price: \$136.00



Criss Cross Chair
17"W x 21"D x 35"H
Trade Show Price: \$153.00



Elio Chair
17"Square x 33"H
Trade Show Price: \$136.00



Ghost Chair
21"Square x 37"H
Trade Show Price: \$153.00



Leslie Chair
17"W x 21"D x 31"H
Trade Show Price: \$121.00



Milo Chair - Black
20"W x 22"D x 33"H
Trade Show Price: \$134.00

CAFÉ & DINING CHAIRS



Milo Chair - California Wine
20"W x 22"D x 33"H
Trade Show Price: \$134.00



Milo Chair - Chartreuse
20"W x 22"D x 33"H
Trade Show Price: \$134.00



Milo Chair - Chocolate
20"W x 22"D x 33"H
Trade Show Price: \$134.00



Milo Chair - Jade
20"W x 22"D x 33"H
Trade Show Price: \$134.00



Milo Chair - Victory Blue
20"W x 22"D x 33"H
Trade Show Price: \$134.00



Milo Chair - White
20"W x 22"D x 33"H
Trade Show Price: \$134.00



Nexus Chair
19"W x 22"D x 32"H
Trade Show Price: \$161.00



Regal Dining Chair
19"W x 23"D x 38"H
Trade Show Price: \$192.00



Silk Back Armless Chair - Black
17"W x 18"D x 34"H
Trade Show Price: \$136.00



Silk Back Armless Chair - Blue
17"W x 18"D x 34"H
Trade Show Price: \$136.00



Silk Back Armless Chair - Green
17"W x 18"D x 34"H
Trade Show Price: \$136.00



Silk Back Armless Chair - Purple
17"W x 18"D x 34"H
Trade Show Price: \$136.00



Silk Back Armless Chair - Red
17"W x 18"D x 34"H
Trade Show Price: \$136.00



Silk Back Armless Chair - White
17"W x 18"D x 34"H
Trade Show Price: \$136.00



Sonic Chair
20"W x 21"D x 32"H
Trade Show Price: \$136.00



Vienna Chair - Orange
21"Square x 32"H
Trade Show Price: \$161.00



Vienna Chair - Smoke Grey
21"Square x 32"H
Trade Show Price: \$161.00



Vienna Chair - Teal
21"Square x 32"H
Trade Show Price: \$161.00

STOOLS



Caprice Stool
25"W x 26"D x 44"H
Trade Show Price: \$237.00



Clara Stool
17"W x 21"D x 41"H
Trade Show Price: \$229.00



Colin Stool
20"W x 19"D x 46"H
Trade Show Price: \$192.00



Cris Cross Stool
15"W x 19"D x 41"H
Trade Show Price: \$229.00



Equino Stool
15"W x 13"D x 35"H
Trade Show Price: \$237.00



Euro Stool
22"W x 24"D x 42"H
Trade Show Price: \$217.00



Ghost Stool
18"Square (at footbase) x 30"H
Trade Show Price: \$192.00



Hourglass Stool
18"W x 20"D x 43"H
Trade Show Price: \$237.00



Marcus Stool
17"Square (at footbase) x 29"H
Trade Show Price: \$173.00



Milo Stool - Black
20"W x 21"D x 41"H
Trade Show Price: \$217.00



Milo Stool - California Wine
20"W x 21"D x 41"H
Trade Show Price: \$217.00



Milo Stool - Chartreuse
20"W x 21"D x 41"H
Trade Show Price: \$217.00



Milo Stool - Chocolate
20"W x 21"D x 41"H
Trade Show Price: \$217.00



Milo Stool - Jade
20"W x 21"D x 41"H
Trade Show Price: \$217.00



Milo Stool - Victory Blue
20"W x 21"D x 41"H
Trade Show Price: \$217.00



Milo Stool - White
20"W x 21"D x 41"H
Trade Show Price: \$217.00



Nexus Stool
19"W x 20"D x 44"H
Trade Show Price: \$198.00



Regal Stool
19"W x 24"D x 45"H
Trade Show Price: \$237.00



Silk Back Stool - Black
17"W x 18"D x 42"H
Trade Show Price: \$217.00



Silk Back Stool - Blue
17"W x 18"D x 42"H
Trade Show Price: \$217.00

STOOLS



Silk Back Stool - Green
17"W x 18"D x 42"H
Trade Show Price: \$217.00



Silk Back Stool - Purple
17"W x 18"D x 42"H
Trade Show Price: \$217.00



Silk Back Stool - Red
17"W x 18"D x 42"H
Trade Show Price: \$217.00



Silk Back Stool - White
17"W x 18"D x 42"H
Trade Show Price: \$217.00



Sonic Stool
22"W x 23"D x 42"H
Trade Show Price: \$192.00



Vienna Stool - Orange
17"Square x 39"H
Trade Show Price: \$255.00



Vienna Stool - Smoke Grey
17"Square x 39"H
Trade Show Price: \$255.00



Vienna Stool - Teal
17"Square x 39"H
Trade Show Price: \$255.00

TABLES

BAR TABLES



24" Square Bar Table with Black Base - White
24"Square x 42"H
Trade Show Price: \$242.00



24" Square Bar with Chrome Base - White
24"Square x 42"H
Trade Show Price: \$242.00



24" Square Bar Table with Tulip Base - White
24"Square x 42"H
Trade Show Price: \$281.00



30" Round Bar Table with Black Base - Black
30"Round x 42"H
Trade Show Price: \$242.00



30" Round Bar Table with Chrome Base - Black
30"Round x 42"H
Trade Show Price: \$242.00



30" Round Bar Table with Tulip Base - Black
30"Round x 42"H
Trade Show Price: \$281.00



30" Round Bar Table with Black Base - Maple
30"Round x 42"H
Trade Show Price: \$242.00



30" Round Bar Table with Chrome Base - Maple
30"Round x 42"H
Trade Show Price: \$242.00

TABLES

BAR TABLES



30" Round Bar Table with Tulip Base - Maple
30"Round x 42"H
Trade Show Price: \$281.00



30" Round Bar Table with Black Base - White
30"Round x 42"H
Trade Show Price: \$242.00



30" Round Bar Table with Chrome Base - White
30"Round x 42"H
Trade Show Price: \$242.00



30" Round Bar Table with Tulip Base - White
30"Round x 42"H
Trade Show Price: \$281.00



32" Round Bar Table with Black Base - Walnut
32"Round x 42"H
Trade Show Price: \$345.00



32" Round Bar Table with Chrome Base - Walnut
32"Round x 42"H
Trade Show Price: \$345.00



32" Round Bar Table with Tulip Base - Walnut
32"Round x 42"H
Trade Show Price: \$382.00



36" Round Bar Table with Black Base - Black
36"Round x 42"H
Trade Show Price: \$249.00



36" Round Bar Table with Chrome Base - Black
36"Round x 42"H
Trade Show Price: \$249.00



36" Round Bar Table with Black Base - Maple
36"Round x 42"H
Trade Show Price: \$249.00



36" Round Bar Table with Chrome Base - Maple
36"Round x 42"H
Trade Show Price: \$249.00



36" Round Bar Table with Black Base - White
36"Round x 42"H
Trade Show Price: \$249.00



36" Round Bar Table with Chrome Base - White
36"Round x 42"H
Trade Show Price: \$249.00



6' Rectangle Bar Table with Black Base
72"W x 24"D x 42"H
Trade Show Price: \$376.00



6' Rectangle Bar Table with Chrome Base
72"W x 24"D x 42"H
Trade Show Price: \$376.00



6' Rectangle Bar Table with Tulip Base
72"W x 24"D x 42"H
Trade Show Price: \$451.00

TABLES

BAR TABLES



Aspen Bar Table - Black
72"W x 26"D x 42"H
Trade Show Price: \$675.00



Aspen Bar Table - Charged
72"W x 26"D x 42"H
Trade Show Price: \$789.00

**Client responsible for power source.*



Aspen Bar Table - Maple
72"W x 26"D x 42"H
Trade Show Price: \$675.00



Aspen Bar Table - White
72"W x 26"D x 42"H
Trade Show Price: \$675.00



Ava Bar Table
32"Round x 42"H
Trade Show Price: \$466.00



Chardonnay Bar Table
31"Round x 42"H
Trade Show Price: \$345.00



Club Bar Table
36"Square x 42"H
Trade Show Price: \$669.00

**Includes built-in wireless LED lighting.*



Cylinder Bar Table 30"
22"Round x 42"H (cylinder)
30"Round (top)
Trade Show Price: \$407.00



Cylinder Bar Table 42"
22"Round x 42"H (cylinder)
42"Round (top)
Trade Show Price: \$586.00



Cylinder Buffet Table 4'
22"Round x 42"H (cylinders)
48"W x 24"D (top)
Trade Show Price: \$618.00



Cylinder Buffet Table 6'
22"Round x 42"H (cylinders)
72"W x 24"D (top)
Trade Show Price: \$669.00



Fuze Bar Table
36"Square x 42"H
Trade Show Price: \$274.00



Hourglass Bar Table
36"Round x 42"H
Trade Show Price: \$415.00



Java Bar Table
30"Round x 42"H
Trade Show Price: \$407.00



LED Acrylic High Top Table
17"Square x 42"H (base)
30"Square (top)
Trade Show Price: \$542.00



LED Acrylic Pedestal
17"Square x 42"H
Trade Show Price: \$542.00

TABLES

BAR TABLES



Memphis Rectangle Bar Table
66"W x 28"D x 42"H
Trade Show Price: \$712.00



Memphis Square Bar Table
38"Square x 42"H
Trade Show Price: \$586.00



Spectrum Bar Table - Blue
24"Square x 42"H
Trade Show Price: \$262.00



Spectrum Bar Table - Green
24"Square x 42"H
Trade Show Price: \$262.00



Spectrum Bar Table - Purple
24"Square x 42"H
Trade Show Price: \$262.00



Spectrum Bar Table - Red
24"Square x 42"H
Trade Show Price: \$262.00



Spectrum Bar Table with Tulip Base - Blue
24"Square x 42"H
Trade Show Price: \$300.00



Spectrum Bar Table with Tulip Base - Green
24"Square x 42"H
Trade Show Price: \$300.00



Spectrum Bar Table with Tulip Base - Purple
24"Square x 42"H
Trade Show Price: \$300.00



Spectrum Bar Table with Tulip Base - Red
24"Square x 42"H
Trade Show Price: \$300.00



Zinc Bar Table
24"Round x 42"H
Trade Show Price: \$363.00

TABLES

CAFÉ TABLES



24" Square Café Table with Black Base - White
24"Square x 30"H
Trade Show Price: \$242.00



24" Square Café Table with Chrome Base - White
24"Square x 30"H
Trade Show Price: \$242.00



30" Round Café Table with Black Base - Black
30"Round x 30"H
Trade Show Price: \$242.00



30" Round Café Table with Chrome Base - Black
30"Round x 30"H
Trade Show Price: \$242.00



30" Round Café Table with Black Base - Maple
30"Round x 30"H
Trade Show Price: \$242.00



30" Round Café Table with Chrome Base - Maple
30"Round x 30"H
Trade Show Price: \$242.00



30" Round Café Table with Black Base - White
30"Round x 30"H
Trade Show Price: \$242.00



30" Round Café Table with Chrome Base - White
30"Round x 30"H
Trade Show Price: \$242.00



32" Round Café Table with Black Base - Walnut
32"Round x 30"H
Trade Show Price: \$345.00



32" Round Café Table with Chrome Base - Walnut
32"Round x 30"H
Trade Show Price: \$345.00



36" Round Café Table with Black Base - Black
36"Round x 30"H
Trade Show Price: \$249.00



36" Round Café Table with Chrome Base - Black
36"Round x 30"H
Trade Show Price: \$249.00



36" Round Café Table with Black Base - Maple
36"Round x 30"H
Trade Show Price: \$249.00



36" Round Café Table with Chrome Base - Maple
36"Round x 30"H
Trade Show Price: \$249.00



36" Round Café Table with Black Base - White
36"Round x 30"H
Trade Show Price: \$249.00



36" Round Café Table with Chrome Base - White
36"Round x 30"H
Trade Show Price: \$249.00

TABLES

CAFÉ TABLES



6' Rectangle Café Table with Black Base
72"W x 24"D x 30"H
Trade Show Price: \$376.00



6' Rectangle Café Table with Chrome Base
72"W x 24"D x 30"H
Trade Show Price: \$376.00



Cylinder Café Table 42"
22"Round x 30"H (base)
42" Round (top)
Trade Show Price: \$586.00



Cylinder Dining Table
22"Round x 30"H (cylinders)
72"W x 36"D (top)
Trade Show Price: \$669.00



Fuze Café Table
36"Square x 30"H
Trade Show Price: \$274.00



Spectrum Café Table - Blue
24"Square x 30"H
Trade Show Price: \$262.00



Spectrum Café Table - Green
24"Square x 30"H
Trade Show Price: \$262.00



Spectrum Café Table - Purple
24"Square x 30"H
Trade Show Price: \$262.00



Spectrum Café Table - Red
24"Square x 30"H
Trade Show Price: \$262.00

TABLES

DINING TABLES



Aspen Dining Table
72"W x 30"D x 30"H
Trade Show Price: \$579.00



Brio Dining Table
96"W x 48"D x 30"H
Trade Show Price: \$777.00



Brooklyn Rectangle Dining Table
60"W x 36"D x 30"H
Trade Show Price: \$497.00



Brooklyn Round Dining Table
42"Round x 30"H
Trade Show Price: \$390.00



Element Dining Table
79"W x 39"D x 30"H
Trade Show Price: \$592.00



Java Dining Table
42"Round x 30"H
Trade Show Price: \$415.00



Tahoe Dining Table
96"W x 48"D x 30"H
Trade Show Price: \$878.00



Vivid Rectangular Dining Table
60"W x 36"D x 30"H
Trade Show Price: \$478.00



Vivid Square Dining Table
42"Square x 30"H
Trade Show Price: \$415.00

TABLES

COCKTAIL TABLES



Aria Cocktail Table - Blue
44"W x 20"D x 18"H
Trade Show Price: \$255.00



Aria Cocktail Table - Charcoal
44"W x 20"D x 18"H
Trade Show Price: \$255.00



Aria Cocktail Table - Green
44"W x 20"D x 18"H
Trade Show Price: \$255.00



Aria Cocktail Table - Purple
44"W x 20"D x 18"H
Trade Show Price: \$255.00



Aria Cocktail Table - Red
44"W x 20"D x 18"H
Trade Show Price: \$255.00



Aria Cocktail Table - White
44"W x 20"D x 18"H
Trade Show Price: \$255.00



Aspen Cocktail Table - Charged
48"W x 24"D x 18"H
Trade Show Price: \$446.00
**Client responsible for power source.*



Ava Cocktail Table
40"Round x 16"H
Trade Show Price: \$345.00



Brooklyn Rectangle Cocktail Table
42"W x 24"D x 16"H
Trade Show Price: \$249.00



Brooklyn Round Cocktail Table
30"Round x 16"H
Trade Show Price: \$249.00



Civic Cocktail Table
44"W x 24"D x 15"H
Trade Show Price: \$294.00



Costa Cocktail Table
41"W x 26"D x 15"H
Trade Show Price: \$262.00



Cube Cocktail Table
24"Square x 16"H
Trade Show Price: \$242.00



Evoke Cocktail Table
48"W x 24"D x 18"H
Trade Show Price: \$345.00

TABLES

COCKTAIL TABLES



Fuze Cocktail Table
40"Square x 16"H
Trade Show Price: \$294.00



Greystone Cocktail Table
50"W x 30"D x 17"H
Trade Show Price: \$294.00



London Cocktail Table
40"Square x 16"H
Trade Show Price: \$294.00



Novel Cocktail Table
46"W x 15"D x 16"H
Trade Show Price: \$345.00



Pentagram Cocktail Table
40"Round x 14"H
Trade Show Price: \$294.00



Quasar Cocktail Table
40"Round x 17"H
Trade Show Price: \$294.00



Shoreline Cocktail Table
42"W x 24"D x 18"H
Trade Show Price: \$324.00



Tribeca Cocktail Table
48"W x 28"D x 19"H
Trade Show Price: \$255.00



Vivid Cocktail Table
50"W x 24"D x 16"H
Trade Show Price: \$255.00

CONSOLE TABLES



Aria Console Table - Charcoal
44"W x 20"D x 30"H
Trade Show Price: \$269.00



Aria Console Table - White
44"W x 20"D x 30"H
Trade Show Price: \$269.00



Fuze Console Table
60"W x 16"D x 34"H
Trade Show Price: \$319.00



Greystone Console Table
50"W x 16"D x 29"H
Trade Show Price: \$319.00

TABLES

CONSOLE TABLES



London Console Table
60"W x 16"D x 34"H
Trade Show Price: \$319.00



Tribeca Console Table
48"W x 18"D x 30"H
Trade Show Price: \$269.00



Vivid Console Table
50"W x 24"D x 30"H
Trade Show Price: \$269.00

END TABLES



Aria End Table - Blue
24"W x 20"D x 22"H
Trade Show Price: \$242.00



Aria End Table - Charcoal
24"W x 20"D x 22"H
Trade Show Price: \$242.00



Aria End Table - Green
24"W x 20"D x 22"H
Trade Show Price: \$242.00



Aria End Table - Purple
24"W x 20"D x 22"H
Trade Show Price: \$242.00



Aria End Table - Red
24"W x 20"D x 22"H
Trade Show Price: \$242.00



Aria End Table - White
24"W x 20"D x 22"H
Trade Show Price: \$242.00



Ava End Table
22"Round x 24"H
Trade Show Price: \$306.00



Brooklyn Round End Table
20"Round x 20"H
Trade Show Price: \$242.00



Brooklyn Square End Table
22"Square x 20"H
Trade Show Price: \$224.00



Civic End Table
20"Square x 18"H
Trade Show Price: \$249.00



Cube End Table
24"Square x 21"H
Trade Show Price: \$249.00



TABLES

END TABLES



Cylinder End Table
22"Round x 18"H
Trade Show Price: \$269.00



Evoke End Table
24"W x 28"D x 25"H
Trade Show Price: \$306.00



Fuze End Table
24"Square x 23"H
Trade Show Price: \$262.00



Greystone End Table
22"Square x 23"H
Trade Show Price: \$262.00



London End Table
24"Square x 23"H
Trade Show Price: \$262.00



Novel End Table
15"Square x 16"H
Trade Show Price: \$306.00



Pentagram End Table
20"Round x 21"H
Trade Show Price: \$262.00



Quasar End Table
22"Round x 20"H
Trade Show Price: \$262.00



Shoreline End Table
20"Square x 22"H
Trade Show Price: \$286.00



Tribeca End Table
24"W x 28"D x 22"H
Trade Show Price: \$242.00



Vivid End Table
26"Square x 21"H
Trade Show Price: \$242.00



Azaria Accent Table
16"Round x 18"H
Trade Show Price: \$269.00



Eden Accent Table - Large
14"Square x 28"H
Trade Show Price: \$212.00



Eden Accent Table - Small
14"Square x 18"H
Trade Show Price: \$192.00



Fuze Pedestal
16"Square x 44"H
Trade Show Price: \$274.00



Hex Table
18"Round x 20"H
Trade Show Price: \$269.00



Hylton Tablet Table
18"W x 12"D x 28"H
Trade Show Price: \$217.00



Java Accent Table
20"Round x 24"H
Trade Show Price: \$224.00

TABLES

ACCENT TABLES



London Pedestal
16"Square x 44"H
Trade Show Price: \$274.00



Mon End Table
18"Round x 24"H
Trade Show Price: \$173.00



Oro Mirrored Cube
18"Square x 18"H
Trade Show Price: \$161.00



Oyster Accent Table
16"Round x 18"H
Trade Show Price: \$269.00



Phoebe Table - Gold
17"Round x 22"H
Trade Show Price: \$161.00



Phoebe Table - Hazelnut
17"Round x 22"H
Trade Show Price: \$161.00



Phoebe Table - Lime Green
17"Round x 22"H
Trade Show Price: \$161.00



Phoebe Table - Rose
17"Round x 22"H
Trade Show Price: \$161.00



Phoebe Table - Teal
17"Round x 22"H
Trade Show Price: \$161.00



Phoebe Table - Yellow
17"Round x 22"H
Trade Show Price: \$161.00



Porto Accent Table
16"Round x 18"H
Trade Show Price: \$269.00



Reagan Accent Table
22"Round x 23"H
Trade Show Price: \$224.00



Rose Table
17"Round x 17"H
Trade Show Price: \$269.00



Sirona Accent Table
18"W x 12"D x 28"H
Trade Show Price: \$217.00



Woodland Large Pedestal
12"Square x 37"H
Trade Show Price: \$204.00



Woodland Medium Pedestal
12"Square x 28"H
Trade Show Price: \$186.00



Woodland Small Pedestal
12"Square x 20"H
Trade Show Price: \$173.00



Zanzibar Table
17"Square x 17"H
Trade Show Price: \$269.00

LIGHTED

All items are available in variety of colors through wireless LEDs powered by a wireless remote control.



Cylinder Bar Table 30"
22"Round x 42"H (cylinder)
30"Round (top)
Trade Show Price: \$407.00



Cylinder Bar Table 42"
22"Round x 42"H (cylinder)
42"Round (top)
Trade Show Price: \$586.00



Cylinder Buffet Table 4'
22"Round x 42"H (cylinders)
48"W x 24"D (top)
Trade Show Price: \$618.00



Cylinder Buffet Table 6'
22"Round x 42"H (cylinders)
72"W x 24"D (top)
Trade Show Price: \$669.00



Cylinder Café Table 42"
22"Round x 30"H (cylinder)
42"Round (top)
Trade Show Price: \$586.00



Cylinder Dining Table
22"Round x 30"H (cylinders)
72"W x 36"D (top)
Trade Show Price: \$669.00



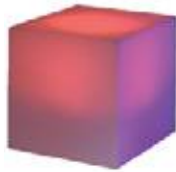
Cylinder End Table
22"Round x 18"H
Trade Show Price: \$269.00



Hourglass Bar Table
36"Round x 42"H
Trade Show Price: \$415.00



LED Acrylic High Top Table
17"Square x 42"H (base)
30"Square (top)
Trade Show Price: \$542.00



Light Cube
18"Square x 18"H
Trade Show Price: \$269.00



VIP Glow Bar 4'
48"W x 24"D x 42"H (bar)
13"D x 18"H (shelf)
Trade Show Price: \$745.00



VIP Glow Bar 6'
72"W x 24"D x 42"H (bar)
13"D x 18"H (shelf)
Trade Show Price: \$884.00



VIP Glow Bar 8'
96"W x 24"D x 42"H (bar)
13"D x 18"H (shelf)
Trade Show Price: \$1,011.00



VIP Glow Bar Corner
24"Square x 42"H
Trade Show Price: \$415.00



VIP Glow Bar Curve
86"W x 24"D x 42"H
Trade Show Price: \$1,152.00

*VIP Glow Bars have the ability to be custom branded.

BARS & BAR BACKS

BARS



Agile Bar
48"W x 16"D x 42"H
Trade Show Price: \$407.00



Crystal Bar Surround for 6' VIP Bar
80"W x 24"D x 42"H
Trade Show Price: \$269.00
**VIP Glow Bar 6' rental required.*



Crystal Bar Surround for 8' VIP Bar
104"W x 24"D x 42"H
Trade Show Price: \$306.00
**VIP Glow Bar 8' rental required.*



Meridian Bar - Harlequin Silver
88"W x 24"D x 42"H
Trade Show Price: \$1,152.00
**Includes built-in wireless LED lighting.*



Meridian Bar - Wave White
88"W x 24"D x 42"H
Trade Show Price: \$1,152.00
**Includes built-in wireless LED lighting.*



Noir Bar - Bubble Black
72"W x 24"D x 43"H
Trade Show Price: \$1,152.00
**Includes built-in wireless LED lighting.*



Noir Bar - Gatsby Gold
72"W x 24"D x 43"H
Trade Show Price: \$1,152.00
**Includes built-in wireless LED lighting.*



Provence Bar
72"W x 24"D x 42"H
Trade Show Price: \$1,011.00



Umber Bar 6'
72"W x 24"D x 42"H
Trade Show Price: \$884.00



VIP Glow Bar 4'
48"W x 24"D x 42"H (bar)
13"D x 18"H (shelf)
Trade Show Price: \$745.00



VIP Glow Bar 6'
72"W x 24"D x 42"H (bar)
13"D x 18"H (shelf)
Trade Show Price: \$884.00



VIP Glow Bar 8'
96"W x 24"D x 42"H (bar)
13"D x 18"H (shelf)
Trade Show Price: \$1,011.00



VIP Glow Bar Corner
24"Square x 42"H
Trade Show Price: \$415.00



VIP Glow Bar Curve
86"W x 24"D x 42"H
Trade Show Price: \$1,152.00

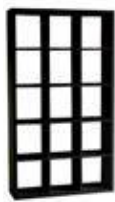
**VIP Glow Bars have the ability to be custom branded.*

BARS & BAR BACKS

BAR BACKS



Blox Bar Back
30"W x 16"D x 86"H
Trade Show Price: \$509.00
**Please inquire for shelf dimensions.*



Piazza Bar Back
44"W x 12"D x 79"H
13"W x 14"H (Shelf)
Trade Show Price: \$478.00



Provence Bar Back - Large
36"W x 18"D x 84"H
Trade Show Price: \$814.00
**Please inquire for shelf dimensions.*



Provence Bar Back - Small
36"W x 14"D x 75"H
Trade Show Price: \$675.00
**Please inquire for shelf dimensions.*

ACCENTS

ROMI ACCENT PILLOWS



Bone
18"Round
Trade Show Price: \$45.00



Cement
18"Round
Trade Show Price: \$45.00



Midnight
18"Round
Trade Show Price: \$45.00



Raisin
18"Round
Trade Show Price: \$45.00



Rose Dust
18"Round
Trade Show Price: \$45.00

PATTERN ACCENT PILLOWS



Abstract Magenta
16"Square
Trade Show Price: \$46.00



Damask
16"Square
Trade Show Price: \$46.00



Deco Gold
16"Square
Trade Show Price: \$46.00



Hybrid Paradise
16"Square
Trade Show Price: \$46.00

ACCENTS

PATTERN ACCENT PILLOWS



Jelly Rose

16"Square

Trade Show Price: \$46.00

SOLID ACCENT PILLOWS



Baby Pink

16"Square

Trade Show Price: \$46.00



Black

16"Square

Trade Show Price: \$46.00



Chocolate Brown

16"Square

Trade Show Price: \$46.00



Fiery Orange

16"Square

Trade Show Price: \$46.00



Fuchsia

16"Square

Trade Show Price: \$46.00



Gold

16"Square

Trade Show Price: \$46.00



Gunmetal

16"Square

Trade Show Price: \$46.00



Lime Green

16"Square

Trade Show Price: \$46.00



Maize Yellow

16"Square

Trade Show Price: \$46.00



Purple

16"Square

Trade Show Price: \$46.00



Red

16"Square

Trade Show Price: \$46.00



Royal Blue

16"Square

Trade Show Price: \$46.00



Silver

16"Square

Trade Show Price: \$46.00



Turquoise

16"Square

Trade Show Price: \$46.00



White

16"Square

Trade Show Price: \$46.00

ACCENTS

TEXTURED ACCENT PILLOWS



Celina Pillow
18"Square
Trade Show Price: \$46.00



Kirby Pillow
18"Square
Trade Show Price: \$46.00



Onyx
18"Square
Trade Show Price: \$46.00



Platinum
18"Square
Trade Show Price: \$46.00



Sapphire
18"Square
Trade Show Price: \$46.00



Topaz
18"Square
Trade Show Price: \$46.00

BENTON ACCENT PILLOWS



Benton Pillow - Blue
17"Square
Trade Show Price: \$46.00



Benton Pillow - Bronze
17"Square
Trade Show Price: \$46.00



Benton Pillow - Gold
17"Square
Trade Show Price: \$46.00



Benton Pillow - Silver
17"Square
Trade Show Price: \$46.00

LUXE ACCENT PILLOWS



Luxe Pillow - Chartreuse
17"Square
Trade Show Price: \$46.00



Luxe Pillow - Cromwell
17"Square
Trade Show Price: \$46.00



Luxe Pillow - Grape
17"Square
Trade Show Price: \$46.00



Luxe Pillow - Hot Pink
17"Square
Trade Show Price: \$46.00



Luxe Pillow - Mango
17"Square
Trade Show Price: \$46.00



Luxe Pillow - Tropical Splash
17"Square
Trade Show Price: \$46.00

ACCENTS

RUGS



Frontier Rug
8' x 10'
Trade Show Price: \$538.00



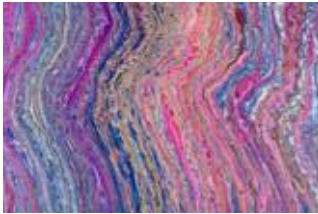
Garbo Rug
8' x 10'
Trade Show Price: \$538.00



Grass Rug
5'W x 8'L
Trade Show Price: \$478.00



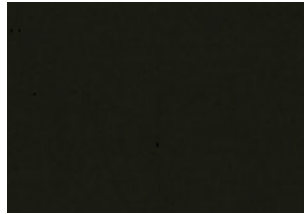
Hacienda Rug
8' x 10'
Trade Show Price: \$538.00



Heartbreaker Rug
8' x 10'
Trade Show Price: \$538.00



Hendrix Rug
8' x 10'
Trade Show Price: \$538.00



Illusions Black Rug
5'W x 7'6"L
Trade Show Price: \$478.00



Illusions Gray Rug
5'W x 7'6"L
Trade Show Price: \$478.00



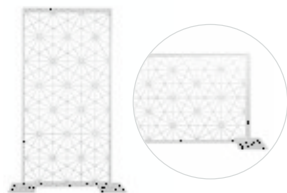
Pearl Rug
5'W x 7'6"L
Trade Show Price: \$478.00



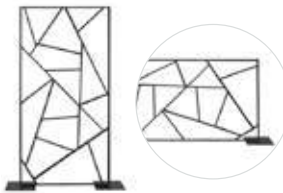
Red Carpet
20'L x 5'W / \$345.00
35'L x 5'W / \$415.00
50'L x 5'W / \$478.00
Stanchions
41"H / \$77.00
Ropes
6'L / \$40.00

Trade Show Price:
20'L x 5'W / \$345.00
35'L x 5'W / \$415.00
50'L x 5'W / \$478.00
Stanchions - Chrome
41"H / \$77.00
Ropes - Red
6'L / \$40.00

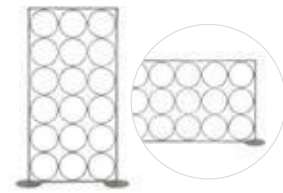
DIVIDER WALLS



Blaze Divider Wall
8'H x 1"D x 4'W or
4'H x 1"D x 8'W
Trade Show Price: \$508.00



Corbin Divider Wall
8'H x 1"D x 4'W or
4'H x 1"D x 8'W
Trade Show Price: \$508.00



Vortex Divider Wall
8'H x 1"D x 4'W or
4'H x 1"D x 8'W
Trade Show Price: \$508.00



3' Box Hedge
72"W x 12"D x 36"H
Trade Show Price: \$814.00

ACCENTS

DIVIDER WALLS



7' Box Hedge
39"W x 12"D x 84"H
Trade Show Price: \$941.00



36" Bar Panel
36"W x 32"H
Trade Show Price: \$241.00



48" Bar Panel
48"W x 32"H
Trade Show Price: \$241.00



Clear Divider Panel
48"W x 76"H
Trade Show Price: \$786.00

PONY WALLS



**Blaze Pony Wall -
Fired Steel Top**
9"W x 12"D x 4'H
Trade Show Price: \$1,015.00



**Blaze Pony Wall -
Pasadena Oak Top**
9"W x 12"D x 4'H
Trade Show Price: \$1,015.00



**Blaze Pony Wall -
White Barn Top**
9"W x 12"D x 4'H
Trade Show Price: \$1,015.00



**Corbin Pony Wall -
Fired Steel Top**
9"W x 12"D x 4'H
Trade Show Price: \$1,015.00



**Corbin Pony Wall -
Pasadena Oak Top**
9"W x 12"D x 4'H
Trade Show Price: \$1,015.00



**Corbin Pony Wall -
White Barn Top**
9"W x 12"D x 4'H
Trade Show Price: \$1,015.00



**Vortex Pony Wall -
Fired Steel Top**
9"W x 12"D x 4'H
Trade Show Price: \$1,015.00



**Vortex Pony Wall -
Pasadena Oak Top**
9"W x 12"D x 4'H
Trade Show Price: \$1,015.00



**Vortex Pony Wall -
White Barn Top**
9"W x 12"D x 4'H
Trade Show Price: \$1,015.00

ACCENTS

STANDS, RACKS, & PEDESTALS



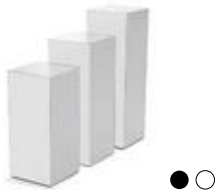
Alto Literature Rack
14.75"W x 9.5"D x 57"H (6 pockets)
Trade Show Price: \$192.00



Argento Literature Rack
15"W x 12"D x 53.5"H (10 pockets)
Trade Show Price: \$186.00



Nero Literature Rack
14.75"W x 12"D x 53.5"H (10 pockets)
Trade Show Price: \$186.00



Pedestals
(available in black and white)
Trade Show Price:
14"Square x 30"H \$262.00
14"Square x 36"H \$281.00
14"Square x 42"H \$332.00
24"Square x 36"H \$402.00



Pedestals
(available in black only)
Trade Show Price:
24"Square x 30"H \$382.00
24"Square x 42"H \$402.00
18"Square x 30"H \$269.00
18"Square x 42"H \$370.00



Plexi Display Unit
17"Square x 68"H (base and top)
17"Square x 20"H (top only)
Trade Show Price: \$542.00



Sanitizer Stand
16"W x 75"H, 59"H (without
detachable sign)
Trade Show Price: \$303.00

ACCENTS

LIGHTING



Alder Floor Lamp
63"H
Trade Show Price: \$186.00



Alder Table Lamp
22"H
Trade Show Price: \$136.00



Neutrino Floor Lamp
67"H
Trade Show Price: \$173.00



Tripod Floor Lamp
62"H
Trade Show Price: \$186.00



Tripod Table Lamp
28"H
Trade Show Price: \$136.00



Winslow Floor Lamp
70"H
Trade Show Price: \$186.00



Winslow Table Lamp
37"H
Trade Show Price: \$136.00

EXECUTIVE FURNISHINGS

DESKS, LATERAL FILES & CREDENZAS



2 Drawer Lateral File
36"W x 20"D x 29"H
Trade Show Price: \$338.00



Executive Desk
72"W x 36"D x 29"H
Trade Show Price: \$528.00



Jr. Executive Desk
60"W x 30"D x 29"H
Trade Show Price: \$509.00



Storage Credenza
66"W x 20"D x 29"H
Trade Show Price: \$446.00

CONFERENCE TABLES



42" Round Conference Table
42" Round x 29"H
Trade Show Price: \$338.00



8' White Conference Table - Charged
96"W x 48"D x 29"H
Trade Show Price: \$1,062.00



Command 6' Conference Table
72"W x 36"D x 31"H
Trade Show Price: \$604.00



Command 8' Conference Table
96"W x 48"D x 31"H
Trade Show Price: \$649.00



Command 10' Conference Table
120"W x 48"D x 31"H
Trade Show Price: \$745.00

EXECUTIVE FURNISHINGS

MISCELLANEOUS OFFICE ITEMS



14 Cubic Ft. Refrigerator
20"W x 30"D x 60"H
Trade Show Price: \$669.00



2 Drawer Lateral File
36"W x 18"D x 27"H
Trade Show Price: \$224.00



2 Drawer Vertical File
15"W x 25"D x 29"H (letter)
18"W x 25"D x 29"H (legal)
Trade Show Price: \$167.00
18"W x 25"D x 29"H
Trade Show Price: \$217.00



4 Cubic Ft. Refrigerator
21"W x 22"D x 32"H
Trade Show Price: \$345.00



4 Drawer Lateral File
36"W x 18"D x 54"H
Trade Show Price: \$274.00



4 Drawer Vertical File
15"W x 25"D x 52"H (letter)
Trade Show Price: \$224.00
18"W x 25"D x 52"H (legal)
Trade Show Price: \$249.00



6' Rectangular Folding Table
72"W x 30"D x 29"H
Trade Show Price: \$116.00



8' Rectangular Folding Table
96"W x 30"D x 29"H
Trade Show Price: \$141.00



Bookcase
36"W x 12"D x 72"H
Trade Show Price: \$478.00



Computer Counter
48"W x 24"D x 42"H
Trade Show Price: \$249.00



Computer Desk
48"W x 24"D x 29"H
Trade Show Price: \$237.00



Locking Pedestal
24"Square x 42"H
Trade Show Price: \$497.00



Screen Flex Partition
24'1"W x 6'H
Trade Show Price: \$1,075.00



Storage Cabinet
36"W x 18"D x 72"H
Trade Show Price: \$274.00



Training Table
48"W x 24"D x 29"H
Trade Show Price: \$542.00

EXECUTIVE FURNISHINGS

CONFERENCE SEATING



Accord Hi-Back Executive Chair
25"Square x 44"H
Trade Show Price: \$382.00



Comet Stack Chair
23"W x 22"D x 32"H (with arms)
Trade Show Price: \$186.00
23"W x 22"D x 32"H (armless)
Trade Show Price: \$173.00



Enterprise Guest Fabric Chair
24"W x 27"D x 37"H
Trade Show Price: \$229.00



Enterprise Hi-Back Fabric Chair
25"W x 27"D x 45"H
Trade Show Price: \$269.00



Enterprise Mid-Back Fabric Chair
24"W x 26"D x 39"H
Trade Show Price: \$249.00



Goal Drafting Stool
25"W x 24"D x 48"H (with arms)
Trade Show Price: \$217.00
Goal Drafting Stool Armless
21"W x 24"D x 48"H (armless)
Trade Show Price: \$204.00



Goal Task Chair
25"W x 24"D x 39"H (with arms)
Trade Show Price: \$204.00
Goal Task Chair Armless
21"W x 24"D x 39"H (armless)
Trade Show Price: \$186.00



Space Guest Chair
26"Square x 37"H
Trade Show Price: \$212.00



Space Hi-Back Chair
25"Square x 37"H
Trade Show Price: \$249.00



Tamiri Guest Leather Chair
25"W x 27"D x 37"H
Trade Show Price: \$249.00



Tamiri Hi-Back Leather Chair
25"W x 27"D x 45"H
Trade Show Price: \$306.00



Tamiri Mid-Back Leather Chair
25"W x 27"D x 39"H
Trade Show Price: \$269.00