

EASY IS NICE, ON ANY DEVICE

FreemanOnline® provides you with all the right tools to ensure a seamless execution at show site, from move-in to move-out. With an enhanced FreemanOnline, we are making it easier than ever for you to get what you want to have a great event.

- Access important show information
- Track freight
- Receive notifications
- Receive assistance through Concierge Services while at show site
- Order Freeman products and services pre-show, during move-in and while the show is open
- Expedite the move-out process
- Access invoices after the show

HEALTH AND SAFETY

Stay informed on Products, Services and Resources that will help you plan for a safe return to your next event. [Click Here](#) for our Health and Safety Resources.

SERVICE INFORMATION**BOOTH EQUIPMENT**

Each 10' x 10', 10' x 20', and 10' x 30' booth will be set with 8' high gray back drape and 3' high gray side dividers. Booths 300 sqft or less will receive a 7" x 44" one-line identification sign. Booths larger than 300 sqft may receive a 7" x 44" one-line identification sign upon request.

Peninsula booths will be set with 8' high back drape with the exception of 5' feet on each side.

INVENTORS SPOTLIGHT BOOTH EQUIPMENT

Each 7' x 5' booth will be set with 8' high white back drape, 3' high white side dividers, one 4' white draped table, two side chairs, and an identification sign.

TAILGATE, BACKYARD & BBQ INFORMATION

These booths are not provided with drape or tents.

EXHIBIT HALL CARPET

Please note that all booth spaces are NOT carpeted unless you have a booth package that includes carpet. Please refer to your Application & License Agreement for your package information. If booth carpet is included, the color will be black.

Rental carpet is available through Freeman. Please refer to the Freeman Carpet Brochure and Order Form.

DISCOUNT PRICE DEADLINE DATE

Order early on [FreemanOnline](#) to take advantage of advance order discount rates, place your order by September 28, 2021.

EXHIBITOR FREQUENTLY ASKED QUESTIONS

For more information and helpful hints on products and services, ordering and invoicing, shipping your freight, and other top questions, please visit [FreemanOnline FAQ page](#).

SHOW SCHEDULE

EXHIBITOR MOVE-IN

Monday	October 18, 2021	1:00 PM - 5:00 PM	BY TARGET
Tuesday	October 19, 2021	8:00 AM - 5:00 PM	BY TARGET
Wednesday	October 20, 2021	8:00 AM - 5:00 PM	BY TARGET

All exhibits must be fully installed by **Wednesday, October 20, 2021 at 5:00 p.m.**

EXHIBIT HOURS

Thursday	October 21, 2021	9:00 AM - 5:00 PM
Friday	October 22, 2021	9:00 AM - 5:00 PM
Saturday	October 23, 2021	9:00 AM - 1:00 PM

All exhibits must remain fully intact until the official close of the show.

EXHIBITOR MOVE-OUT

Saturday	October 23, 2021	1:00 PM - 5:00 PM
Sunday	October 24, 2021	8:00 AM - 5:00 PM
Monday	October 25, 2021	8:00 AM - 12:00 PM

At the break of the show, **Saturday, October 23 at 1:00 p.m.**

Beginning approximately at 2:00 p.m., Freeman will return fiber cases and cardboard boxes placed into our empty storage. The crate and skid return will continue throughout the evening with all crates returned prior to Midnight on Saturday, October 23.

Please ensure you schedule your outbound labor and travel arrangements based upon this schedule.

DISMANTLE AND MOVE-OUT INFORMATION

- All exhibitor materials must be removed from the exhibit facility by **Monday, October 25, 2021 at 12:00 pm.**
- To ensure all exhibitor materials are removed from the exhibit facility by the Exhibitor move-out deadline, please have all carriers check-in by **Monday, October 25, 2021 at 10:00 a.m.**

POST SHOW PAPERWORK AND LABELS

Our Exhibitor Services Department will gladly prepare your outbound Material Handling Agreement and Labels in advance. Complete the Outbound Material Handling section on the order form and your paperwork will be available at show site. Be sure your carrier knows the company name and booth number when making arrangements for pick-up of your exhibit at the close of the show.

EXCESSIVE TRASH AND BOOTH ABANDONMENT

Any excessive trash which consists of display materials, carpet, padding, crates and/or pallets will be disposed of and charged both a handling fee and disposal fee during move-in. Excessive booth materials and/or literature left in the booth at the end of the published exhibitor move-out that is not labeled for an outbound shipment will be considered abandoned and deemed as trash. The exhibitor will be charged for the removal and disposal of these items. Charges may include Installation & Dismantle Labor, Forklift/Rigging Labor, and/or Dumpster Fee. Please call our Exhibitor Support Department at (888) 508-5054 for a quote.

SERVICE CONTRACTOR CONTACTS / INFORMATION:

FREEMAN
 (888) 508-5054
 ExhibitorSupport@freeman.com

FREEMAN EVENT TECHNOLOGY
 (800) 868-6886
 EventTechServices@freeman.com

FREEMAN EXHIBIT TRANSPORTATION

(800) 995-3579 Toll Free US & Canada or +1 (512) 982-4187 or +1 (817) 607-5183 Local & International Shipping Services or fax +1 (469) 621-5810 or email exhibit.transportation@freeman.com

FREEMAN ONLINE®

Take advantage of discount pricing by ordering online at [FreemanOnline](#) by September 30, 2021.

Using the enhanced Freeman Online, you will enjoy easy access to added features and functions as well as the high caliber of Freeman services you've come to expect - **before, during and after** your show.

To place online orders you will be required to enter your unique Username and Password. If this is your first time to use Freeman Online, click on the **"Create an Account"** link. To access Freeman Online without using the email link, visit [FreemanOnline](#).

If you need assistance with Freeman Online please call Exhibitor Support at (888) 508-5054 Toll Free US & Canada or +1 (512) 982-4186 or +1 (817) 607-5000 Local & International.

SHIPPING INFORMATION

Warehouse Shipping Address:

Exhibiting Company Name / Booth # _____
National Hardware Show®
 C/O FREEMAN
 6675 W Sunset Rd
 Las Vegas, NV 89118

Freeman will accept crated, boxed or skidded materials beginning **Thursday, September 23, 2021**, at the above address. Material arriving after **October 14, 2021** will be received at the warehouse with an additional after deadline charge. Please note that the Freeman Warehouse does not accept uncrated freight (loose, pad-wrapped material and/or unskidded machinery), COD shipments, hazardous materials, freight requiring refrigerated or frozen storage, a single piece of freight weighing more than 5,000 pounds or a single piece of freight beyond the dimensions of 108" H x 93" W. Warehouse materials are accepted at the warehouse Monday through Friday between the hours of 8:00 AM - 3:30 PM. Certified weight tickets must accompany all shipments. If required, provide your carrier with this phone number: (888) 508-5054.

Showsite shipping address:

Exhibiting Company Name / Booth # _____
National Hardware Show®
 C/O FREEMAN
 Las Vegas Convention Center
 3150 Paradise Rd
 Las Vegas, NV 89109

Please refer to the target floor plans for your assigned date and time.

Freeman will receive shipments at the exhibit facility beginning **Monday, October 18, 2021**. Shipments arriving before this date may be refused by the facility. Any charges incurred for early freight accepted by the facility are the responsibility of the Exhibitor. Certified weight tickets must accompany all shipments. If required, provide your carrier with this phone number: (888) 508-5054.

This show will be marshalled. Please see marshalling yard map in this service manual.

PLEASE NOTE: CARRIERS NEED TO CHECK IN NO LATER THAN 3:00 P.M. TO BE UNLOADED ON THE SAME DAY AS CHECK IN.

Please note: Any materials received by Freeman are subject to material handling charges and are the responsibility of the exhibitor. This also applies to items not ordered through the Official Show Vendors. Refer to the Material Handling Order Form for rates.

Please be aware that disposal of exhibit properties is not included as part of your material handling charges. Please contact Freeman for your quoted rates and rules applicable to disposal of your exhibit properties.

PURCHASE TERMS

Freeman's Terms & Conditions apply to all orders submitted to Freeman for any goods or services, and may be amended without notice. To review the current Purchase Terms, [click here](#).

LABOR INFORMATION

Union Labor may be required for your exhibit installation and dismantle. Please carefully read the UNION RULES AND REGULATIONS to determine your needs. Exhibitors supervising Freeman labor will need to pick up and release their labor at the Freeman Service Center. Refer to the order form under Display Labor for Straight time and Overtime hours.

ASSISTANCE

We want you to have a successful show. If we can be of assistance, please call Exhibitor Support at (888) 508-5054.

WE APPRECIATE YOUR BUSINESS!

FREEMAN GENERAL INFORMATION

TRANSLATION SERVICES

Freeman is pleased to offer a new service for our international exhibitors that provides quick interpretation and translation in 150 languages. This service will not only interpret for us on a three way conversation, but also translate emails from customers. To access this feature you may contact Exhibitor Support at (888) 508-5054 US & Canada or +1(817) 607-5000 Local & International.

HELPFUL HINTS

SAVE MONEY

Order early on [FreemanOnline](#) to take advantage of advance order discount rates, place your order by **September 30, 2021**.

AVOID DELAY

Ship early to avoid delays. Shipments arriving late at show site will cost you money, time and business!

SAFETY TIPS

Use a ladder, not a chair. Standing on chairs, tables and other rental furniture is unsafe and can cause injury to you or to others. These objects are not designed to support your standing weight.

Be aware of your surroundings. You are in an active work area with changing conditions during move-in and move-out. Pay attention. Look for obstacles, machinery and equipment that are in use.

Keep your eyes open for scooters and forklifts. The drivers of these vehicles may not be able to see you.

Stay clear of dock areas, trucks and trailers. These areas can be particularly dangerous.

Prevent electrical shocks, falling items and damage to materials. Do not attach items or equipment to the drapes or metal framework provided for your booth. This can cause serious injury or damage to materials.

We discourage children from being in the exhibit hall during installation and dismantle. If children are present during installation and dismantle, they must be supervised by an adult at all times.

Freeman does not ship or handle Hazardous Materials. If any materials you are shipping to the event fall into this category, please contact Freeman to be sure the material will be allowed at the facility and by the association. In addition, if authorized by the facility and the association, you will need to make separate arrangements for the transport and handling of the approved materials, since Freeman will not transport or handle them.

The operation or use of all motorized lifts and motorized material handling equipment for installation/dismantle of exhibits is NOT permitted by exhibitors or by their exhibitor appointed contractors (EACs). Thank you for your cooperation.

Call Exhibitor Support at (888) 508-5054 with any questions or needs you may have.

Interested in going green and saving money?

Follow these tips to make sure your sustainable booth strategies are cost-neutral or even cost-saving! Leave an impact on the show floor, not the environment.



1 BEFORE THE SHOW

booth structure

Option 1 Multiple Use

Use **Forest Sustainable Certified (FSC)** wood to build your booth and crates.

Get creative! Design your booth with a **small shipping footprint** to minimize carbon emissions. Freeman's eye-catching stretch-fabric booth designs pack up small (and light!) for shipping.

Option 2 One-time Use

Rent locally from nearby Freeman offices to reduce both shipping costs and carbon emissions.

2 carpet

Option 1 Rent

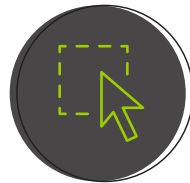
Rent rather than buy carpet to save on shipping, cleaning, and storage. Freeman Classic carpet can be reused at least four times.

Option 2 Color

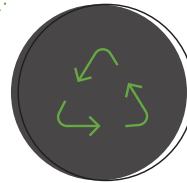
Use darker-colored carpet, which is easier to reuse and recycle. Freeman Classic dark-colored carpets are made of 20-50 percent recycled content.



3 shipping



Online + before deadline = better bottom line. Take advantage of early-bird pricing and consolidate shipping when ordering supplies.



Choose reusable shipping padding. Avoid packing peanuts and foam plastic materials that never decompose.



Ship early. Use the 30-day policy to ship materials to the Freeman advance warehouse.

4 graphics

Option 1 Multiple Use

Print on a durable substrate **without dates, event names, or locations.**

Option 2 One-time Use

Print on 100 percent recyclable materials like Freeman Honeycomb and Smartbuild Eco, which are just as cost-effective as PVC.

5 printing



Reduce printing and **go digital** with your booth literature.



Print locally. Supporting local businesses while reducing shipping? It's a win-win.



Print on at least **50 percent post-consumer recycled paper.**

6

ON SITE

save energy



Use Energy Star-rated equipment for audio-visual equipment and monitors.



Power down. Turn off equipment at the end of each day.



Light up your booth with CFLs, LEDs, or other energy-efficient lighting.

8

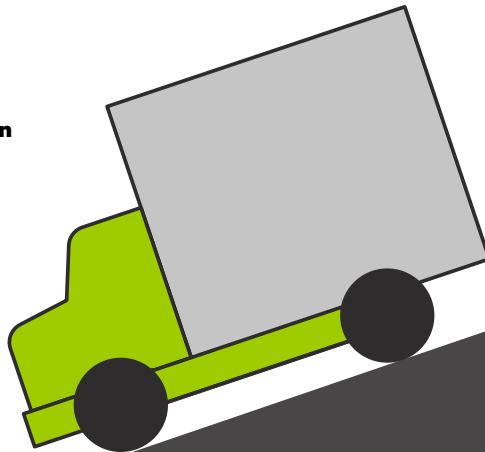
shipping out

Pack in, pack out.

Leave no traces on show site.

Join a caravan.

If you're shipping directly to another show, ask **Freeman Transportation about joining a caravan** to your next show.



9

leftover materials

Remember to label.

Clearly **label recyclable leftover material** for disposal.

Donate the rest.

Ask the Freeman Exhibitors Services desk about local donation programs.

7

MOVE OUT

train your team

Educate your installation and dismantling teams about **recycling and donation processes.**



TYPICALLY* DONATE-ABLE

Furniture: Purchased items
Home furnishing: Décor staging materials

Unused raw materials: Plywood, subflooring, non-laminate wood

Flooring: 100 square feet of flooring. Excludes carpet.

Left over giveaways: Pens, pads of paper, sunglasses, USBs, etc., left over in your promotional giveaway

TYPICALLY* RECYCLABLE

Cardboard: Used for signs or shipping boxes

Glass: Green, brown, clear

Plastics: Shrink-wrap or plastic banding used to secure shipments; water/soda bottles; plexiglass (acrylics) clear, smoked, or tinted; Visqueen used to protect flooring

Metal: Aluminum cans/ steel banding

Paper: Fliers, brochures, programs, tickets, office paper, newspaper, magazines, paperboard

Wood: Non-laminate wood

FREEMAN

(888) 508-5054 Fax: (469) 621-5604
ExhibitorSupport@freeman.com



**DISCOUNT PRICE
DEADLINE DATE
SEPTEMBER 28, 2021**

NAME OF SHOW: **National Hardware Show® / October 21-23, 2021**

COMPANY NAME: _____ BOOTH #: _____

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

OFF-TARGET MOVE-IN REQUEST DEADLINE: TUESDAY, SEPTEMBER 28, 2021

- Exhibitors requesting a revised targeted move-in date and time must complete and return this form to Freeman by TUESDAY, SEPTEMBER 28, 2021.
- All Off-Target Move-In requests must be authorized by Freeman.
- Freeman will make every attempt to schedule you on the day that you have requested; however, due to the number of requests, we reserve the right to refuse your request.
- You will be notified by fax or email of your revised move-in date and time.

Exhibiting Company		Booth Number
Primary Contact	Telephone	Fax
Email		
Estimated Weight of Materials	Estimated Time Required to Set Display	
Day Requested for Off-Target Move-In		
<input type="checkbox"/> Tuesday, October 19, 2021 <input type="checkbox"/> Wednesday, October 20, 2021		
* Overtime charges will apply.		

For Office Use Only

Approved Denied

Signed: _____

New Target: _____

Reason Denied: _____

**Fax or Mail Completed Form by
SEPTEMBER 28, 2021**

Freeman
6555 West Sunset Road
Las Vegas, NV 89118
Fax: 702-579-6187
jimmy.welch@freeman.com

THE NATIONAL HARDWARE SHOW

10/21/21 - 10/23/21

LAS VEGAS CONVENTION CENTER - WEST HALL - LAS VEGAS, NV





EXHIBITOR AND OFFICIAL SERVICES CONTRACTOR INFORMATION

Show Management has selected Freeman to be the Official Services Contractor for your upcoming show. As the Official Services Contractor, Freeman has the responsibility for material handling, electrical, all suspended rigging and booth cleaning services. We hope this document will assist you in planning for your upcoming event.

To help you understand the Official Services Contractor responsibilities, we ask that you read and observe the following to aid in a smooth and efficient move-in and move-out of the trade show.

Freeman requests that exhibitors do not tip its employees by giving money, merchandise or other special consideration for services rendered. Exhibitors should not give coffee breaks other than mid-morning and mid-afternoon when employees have a fifteen minute paid break. Any attempts to solicit a gratuity by an employee for any service should be reported immediately to a supervisor of Freeman. Freeman employees are paid an excellent wage and tipping is not an accepted company policy.

Freeman craftsmen at all levels are instructed to refrain from expressing any disputes or directly challenging the practices of any exhibitor. All questions arising with regard to the jurisdiction or practices must be directed to a FREEMAN management representative.

PER SHOW MANAGEMENT

TASK	EXHIBITORS MAY	FREEMAN RESPONSIBILITIES
Material Handling	<ul style="list-style-type: none"> As an exhibitor you may “hand carry” material. Hand carry is defined as small items such as cartons and packages that an exhibitor is able to carry. Any mechanical assistance is limited to a small dolly. The assistance of any motorized device or pallet jack is not permitted. When exhibitors choose to “hand carry” they may not access designated material handling areas. Must use specified exhibitor hand carry areas or main entrance of the facility. In all other circumstances items should be considered material handling. <p>In no circumstance is any exhibitor authorized to use Freeman material handling equipment for any purpose.</p>	<ul style="list-style-type: none"> Freeman has been contracted to be the exclusive provider for material handling contract services as ordered by the exhibitor. Freeman has the responsibility to manage all freight docks and to schedule all vehicles into and out of all designated material handling areas for the show. This will assure the smooth, orderly and efficient move in and move out of the tradeshow. Freeman has the sole responsibility for loading and unloading all trucks, trailers, common and contract carriers at its facilities or designated material handling areas. Freeman is not responsible for any material it does not handle. For the convenience of all exhibitors on the show, order forms for material handling services are included in this service manual and are available on Freeman's website at www.freemanco.com/store.
Electrical	<p>The following work may be performed by the exhibitor's full-time company employees with positive identification such as a medical card or payroll stub but may not be performed by your Exhibitor Appointed Contractor (EAC).</p> <ul style="list-style-type: none"> Plug in equipment into any 20A/120VAC receptacle. May hang up to four small clip-on lights per booth. May connect modems, printers, computers and keyboards, test and tune their own equipment, and run their own communications cable between machines in the same booth above the booth carpet. Mounting of monitors (to include plasma screens, LCD & CRT) and the installation of hanging brackets. 	<ul style="list-style-type: none"> All electrical distribution. All under-carpet electrical distribution. Any additional electrical requirement needs or changes to preorders. Distribution and connection of all power in excess of 20A/120V. Distribution and connection of all 208V and 480V power. Distribution of all electrical equipment necessary to provide electrical service.
Non-Electrical Hanging Signs	<ul style="list-style-type: none"> Install and dismantle a non-electric sign attached to a booth by the exhibitor's full-time employee or approved EAC. 	<ul style="list-style-type: none"> Assembly and disassembly of hanging signs. Hanging of non-electrical signs and decorative materials from the ceiling. Installing chain hoist and attaching signs (over 200 lbs).

EXHIBITOR AND OFFICIAL SERVICES CONTRACTOR INFORMATION *(continued)*

TASK	EXHIBITORS MAY	FREEMAN RESPONSIBILITIES
Rigging / Electrical Hanging Signs and Truss	<ul style="list-style-type: none"> • Exhibitors <u>MAY NOT</u> install or assemble electrical hanging signs and truss. 	<ul style="list-style-type: none"> • Assembly and disassembly of electrical hanging signs, including rotating and header signs. • Lighting without dimmers. • Programmable theatrical lighting, production, related rigging and audio-visual. • Suspended trusses with or without legs that contain dimmable or programmable lighting, studio or motion picture lighting, sound system projectors and/or video wall. • Hoist ground-supported stand-alone truss whose sole purpose is overhead distribution of electrical. • Suspended truss with motorized hoist and non-dimmable and non-programmable lights. • Installing chain hoist. • Special effects equipment. • Laser lighting. • Video monitors and plasma screens including units fed by a live camera or are part of a multi-screen coordinated image.
Ground Supported Truss and Lighting	<ul style="list-style-type: none"> • Ground-supported truss that is considered to be "booth structure" or mixed-use truss may be assembled by you, your full-time employee or by an approved EAC. • Truss which is not assembled by Freeman is subject to all electrical rules and jurisdictions in regard to any electrical work in the truss. 	<ul style="list-style-type: none"> • Installation and dismantle of self-climbing and/or mechanized truss systems. • Installation and dismantle of any programmable dimmable lighting fixtures that are attached to any ground-supported truss. • Meeting room ground supported truss for the purpose of audio, visual, theatrical lighting.
Booth Cleaning and Porter Service	<ul style="list-style-type: none"> • Clean and wipe down products and display merchandise and other parts of the exhibit. • Exhibitor Appointed Contractors (EAC's) are not permitted to vacuum or utilize floor cleaning equipment on the show floor. 	<ul style="list-style-type: none"> • All booth vacuuming and porter service.
Booth Installation and Dismantle	<ul style="list-style-type: none"> • As an Exhibitor you may choose to utilize your own personnel to set up and dismantle your exhibit. • If full-time company personnel are utilized to set an exhibit, they should carry positive company identification, such as a medical identification card or payroll stub. • You may hire Freeman to act as your Exhibitor Appointed Contractor (EAC) to perform this work. • You may hire an Exhibitor Appointed Contractor (EAC) to perform this work. • All EAC's must have the appropriate credentials submitted to Show Management and the facility. 	<ul style="list-style-type: none"> • When it comes to installation and dismantling of exhibits, no one does it better than Freeman. With more than 75 years of experience, our group of specialists are ready to assist you with all of your exhibit requests from beginning to end. Whether you choose to supervise or you need the assistance of a full-time Freeman employee, we can meet all your needs, from shipping and storage to emergency on-site repairs to basic installation and dismantling to support service coordination including electrical, furnishings and more. Freeman has the resources and the capabilities to help you have the most successful show experience possible. • To secure Freeman labor, please utilize the labor forms enclosed. Skilled Freeman Labor is available to act as your EAC.
Cameras, Audio and Video Systems	<ul style="list-style-type: none"> • Install and operate their own manufactured or product systems when less than 20 amps or not suspended from the ceiling. • Plug in small sound devices. • Install exhibitor's own manufactured cameras by exhibitor's full time employees. • Exhibitors may elect to staff certain positions: <ul style="list-style-type: none"> • Technical Director • Lighting Designer • Video Engineer or Audio Engineer • Slow Motion Machine Operator • Advance Projectionist • Audio Board Operator • Video Board Operator • Live Camera Operator • Lighting Board Operator 	<p>Freeman will be responsible for the following staffing when an integrated system draws more than 20 amps or is suspended from the ceiling:</p> <ul style="list-style-type: none"> • Crane Operator • Audio Technician • TV Sound Boom Operator • Character Generator • Advanced Audio Visual Technician • Tape Operator • Audio Visual Technician • Video Wall Technician • Video Utility Person • Assistant TV Audio Tech • Projectionist • High Rigger • Ground Rigger • Lighting Tech
Telephone	<ul style="list-style-type: none"> • May plug and unplug their phones, modems, faxes or credit card readers. 	<ul style="list-style-type: none"> • Cox must distribute all concealed and under-carpet wiring.

National Hardware Show®
October 21-23, 2021
Las Vegas Convention Center

APPROVAL

EXHIBITOR AND OFFICIAL SERVICES CONTRACTOR INFORMATION

The “Exhibitor and Official Services Contractor Information” sheet establishes what has been contracted to Freeman and assists the Exhibitors in understanding our role. With the exception of Freeman exclusives, which are listed in the “Freeman Responsibilities” column, you may make adjustments to fit your business needs. “Booth Installation and Dismantle” verbiage is included; however, you may want to adjust Exhibitor or Exhibitor Appointed Contractors (EAC) activity to meet needs and how you manage this process. Freeman will publish the “Exhibitor and Official Services Contractor Information” sheet upon your review, adjustments and signature.

SIGNATURE: _____

DATE: _____

LAS VEGAS FIRE REGULATIONS

Please find below general guidelines for fire safety. Please refer to the Clark County Department of Building & Fire Prevention website for Requirements and Permit Guidelines, Application Forms, Permit Fees, etc.

Clark County Department of Building & Fire Prevention:

<http://www.clarkcountynv.gov/building/fire-prevention/Pages/SpecialEvents.aspx>

Clark County Temporary Operational Fire Permit:

<http://www.clarkcountynv.gov/building/Forms/TemporaryOperationalFirePermit.pdf>

Clark County Fire Permit by Inspection - Application:

<http://www.clarkcountynv.gov/building/Forms/PermitByInspectionApplication.pdf>

The following items are required to have a permit from the Clark County Department of Building & Fire Prevention:

- Candles and Open Flames (including gelled alcohol, Sterno, etc.)
- Flame Effects
- Open Flame Devices (e.g. candles and gelled alcohol warmers)
- Fireworks/Pyrotechnics
- Compressed Gases
- Cryogenic Fluids
- Hot Works Operations (welding operations)
- Liquid or Gas-Fueled Vehicles or equipment for display in assembly occupancies
- Fire Systems for Covered Booths exceeding 1,000 square feet that will be erected for more than seven (7) show days or contain vehicles, open flame, or hot works.
- Tents and/or Canopies
- Temporary Membrane Structures
- Temporary Outdoor Structures

For information specific to the Las Vegas Convention Center, please contact the LVCVA Convention Services Department at (702) 892-2915.

For information specific to the Mandalay Bay Convention Center, please contact their Exhibitor Services Department at (855) 408-1349.

For information specific to the Sands Expo Center, please contact Sands Customer Service at (702) 733-5070.

PLEASE NOTE: Failure to notify show management and/or apply for permit no later than three weeks prior to the move-in of an event could result in higher permit fees or non-admission of the item/service to the exhibit floor.

1. **In accordance with the Nevada Clean Indoor Air Act, smoking is prohibited in exhibit areas.**
2. **All materials used in construction and decoration of an exhibit must be flame retardant.** Fabrics must be certified as flame retardant or a sample must be available for testing. Materials which cannot be treated to meet the requirements may not be used. NFPA 701 is the accepted standard.
3. **All exits and exit aisles must be kept clear and unobstructed.** No furniture, signs, easels, chairs or displays may protrude into aisles unless shown on the Fire Marshal approved floor plan.
4. **Designated "No Freight" aisles must be maintained clear of crates and exhibit materials during move-in and move-out.** These aisles are required for emergency access throughout the hall and to expedite freight and empty crate moving.
5. **All empty cartons or crates must be labeled and removed for storage or they will be removed as trash.** Crates are not to be used as exhibit supports.
6. **All fire hose racks, fire extinguishers, strobe lights and emergency exits must be visible and accessible (3' clearance for hoses and extinguishers) at all times.** This includes fire protection equipment located within exhibits. Exits and exit signs must not be covered by drapes nor obscured from view by exhibit components.
7. **Exhibitors who intend to display a vehicle within the confines of their exhibit booth must obtain a vehicle display permit from the Clark County Department of Building & Fire Prevention.** At least one battery cable shall be removed from the battery used to start the engine. (Batteries for auxiliary equipment may be connected.) The fuel tank shall not have more than 1/4 capacity or five (5) gallons, whichever is less. Fuel tank(s) are sealed. Fueling or de-fueling is not permitted in the assembly occupancy. A 36" wide access aisle or clear space is maintained around all sides of the display and a minimum of 20 feet away from exit doors, exit stairs, the exit access or exit passageways. No leaks of fluids. No relocation of the display during exhibit hours.
Exception: Permits are not required at the Las Vegas Convention Center; however, vehicles that use compressed gas are prohibited. At least one battery cable shall be removed from the batteries used to start the vehicle engine. Batteries used to power auxiliary equipment shall be permitted with prior approval from the LVCVA Safety Office.
8. **Combustible materials must not be stored beneath display vehicles.** Space beneath vehicles must be clear and visible except for permitted electrical supplies.
9. **Vehicles in building for unloading must not be left with engine idling.** Exhaust gases present extreme hazards to workers on catwalks. If engine cannot be shut down, vehicle must be removed from the building as quickly as possible.
10. **No storage of any kind is allowed behind booths or near electrical service.** Materials for hand-outs must be limited to one day supply and stored neatly within the booth. Violators will be notified and if not removed by show opening, Official Service Contractor will remove and store at **EXHIBITOR'S EXPENSE.**

LAS VEGAS FIRE REGULATIONS (continued)

11. **All 110 volt extension cords shall be three-wire (grounded), #14 or larger AWG, copper wire. All connections must be supported and secure.** Two wire, "Zip Cords" are not permitted other than factory installed appliance connectors; these may not exceed six (6) feet in length and must be UL approved.
12. **Cube tap adapters are prohibited (Uniform Fire Code 85.107). Multi-plug connectors must be UL approved with built-in overload protection.** Connectors must not be used to exceed their listed ampere rating.
13. **Electrical work under carpets or flooring must be installed by the official electrical service provider.** All cords must be flat, three conductor, #14 AWG or larger.
14. **All temporary wiring must be accessible and free from debris and storage materials.** Hard backed booths must have power supplies dropped within the booth.
15. **Compressed gas cylinders, including LPG, must obtain a permit from the Clark County Department of Building & Fire Prevention.** Flammable gases, i.e.: butane, propane, natural gas, et al; are subject to prior approval. Non-flammable compressed gas cylinders must be secured in an upright position with gauges and regulator protected against physical damage.

Exception: Please contact the Las Vegas Convention Center for their specific guidelines.

16. **Certain halogen lamps have been banned at the Las Vegas Convention Center, Mandalay Bay Convention Center, Sands Expo Center, and Cashman Center.**

Halogen lamps at the Las Vegas Convention Center, Sands Expo Center and Cashman Center are limited to 75 watts and must be of the sealed variety, which prevents direct handling of the bulb.

Halogen lighting policy at Mandalay Bay Convention Center covers restrictions on stem mounted halogen lighting provided by display contractors and exhibitors for the temporary lighting of exhibit booths. The use of any stem mounted halogen or other fixtures employing a non-shielded halogen bulb is not allowed. In addition, conventional track lighting systems that use any of the approved types of halogen bulbs and that are securely mounted to stable exhibit structures will continue to be allowed. Approved halogen bulbs include: MR 11/16 Covered - Low Wattage, MR 16 Covered - Line Voltage and PAR 14, 16, 20, 30 and 48.

17. **Single-level covered exhibits require automatic fire sprinklers underneath covered areas greater than 1,000 square feet that will be in place for 7 or more show days (not including move-in and move-out days).** Sprinklers are also required when there will be vehicles, open flame, or hot works underneath any covered areas. The permit that is required is only for the installation of fire sprinklers, not for structural review of exhibits.

Exception: Where the booth is used in an event with duration less than 7 calendar days and does not contain vehicles, open flame or hot works, automatic fire sprinklers are not required, provided the aggregate area of unsprinklered booths within the room does not exceed 30% of the room size.

Exception: Please contact the Las Vegas Convention Center, Sands Expo Center or Cashman Center for their specific guidelines.

18. **Please note: These are Clark County Department of Building & Fire Prevention guidelines. Please contact the the event facility for specific guidelines.**

Multi-level covered exhibits require automatic fire sprinklers underneath all covered areas on each level when the walking surface of the upper level(s) is over 1,000 square feet that will be in place for 7 or more show days (not including move-in and move-out days). Upper level areas of multi-level exhibit booths exceeding 300 square feet shall not have less than two remote means of egress. Sprinklers are also required when there will be vehicles, open flame, or hot works underneath any covered areas. The permit that is required is only for the installation of fire sprinklers, not for structural review of exhibits. Any exhibit with an upper deck area to be occupied must be evaluated and stamped by a licensed engineer. The upper level of multi-level exhibit booths exceeding 300 square feet shall have not less than two remote means of egress. Stamped plans should be present within the exhibit for potential verification by the Fire Marshal upon request.

Exception: Where the booth is used in an event with duration less than 7 calendar days and does not contain vehicles, open flame or hot works, automatic fire sprinklers are not required, provided the aggregate area of unsprinklered booths within the room does not exceed 30% of the room size.

19. **Tents in excess of 400 square feet, canopies in excess of 700 square feet, and temporary membrane structures must be approved by the Clark County Department of Building & Fire Prevention.**

Exception: Please contact the Las Vegas Convention Center for their Tents/Canopies guidelines.

20. **Demonstration cooking and food warming in exhibition spaces shall comply with the Clark County Fire Code and facility regulations.**

Exception: Please contact the Las Vegas Convention Center for their specific guidelines.

21. **The use of candles and other open flame decorative devices must be approved by the Clark County Department of Building & Fire Prevention.**

Exception: Please contact the Las Vegas Convention Center for their specific guidelines.

PAYMENT INFORMATION

Freeman only accepts payment information electronically. Place your order on [FreemanOnline](#) or follow the steps below to provide your payment information electronically and submit your order forms.

Freeman will no longer accept cash payments for any Freeman services.

1. Submit your payment information

Proceed to our electronic Freeman Pay site to securely submit your payment information

<https://www.freemanpay.com/505716>

2. Submit your order

Upload your order forms through the same link used to submit your payment information

- Both your order and your payment must be received by the discount price deadline date to guarantee discount pricing.
- Orders received without payment or after the discount price deadline date will be charged at the standard price.
- Copies of invoices may be picked up from the Freeman Service Center prior to show closing.

before event

during the event

after event

from your location
or previous event

to your location
or next event

event venue

venue
dock

your exhibit

venue
dock

advance
warehouse

storage for empty containers



advance warehouse

where exhibit materials are stored before an event



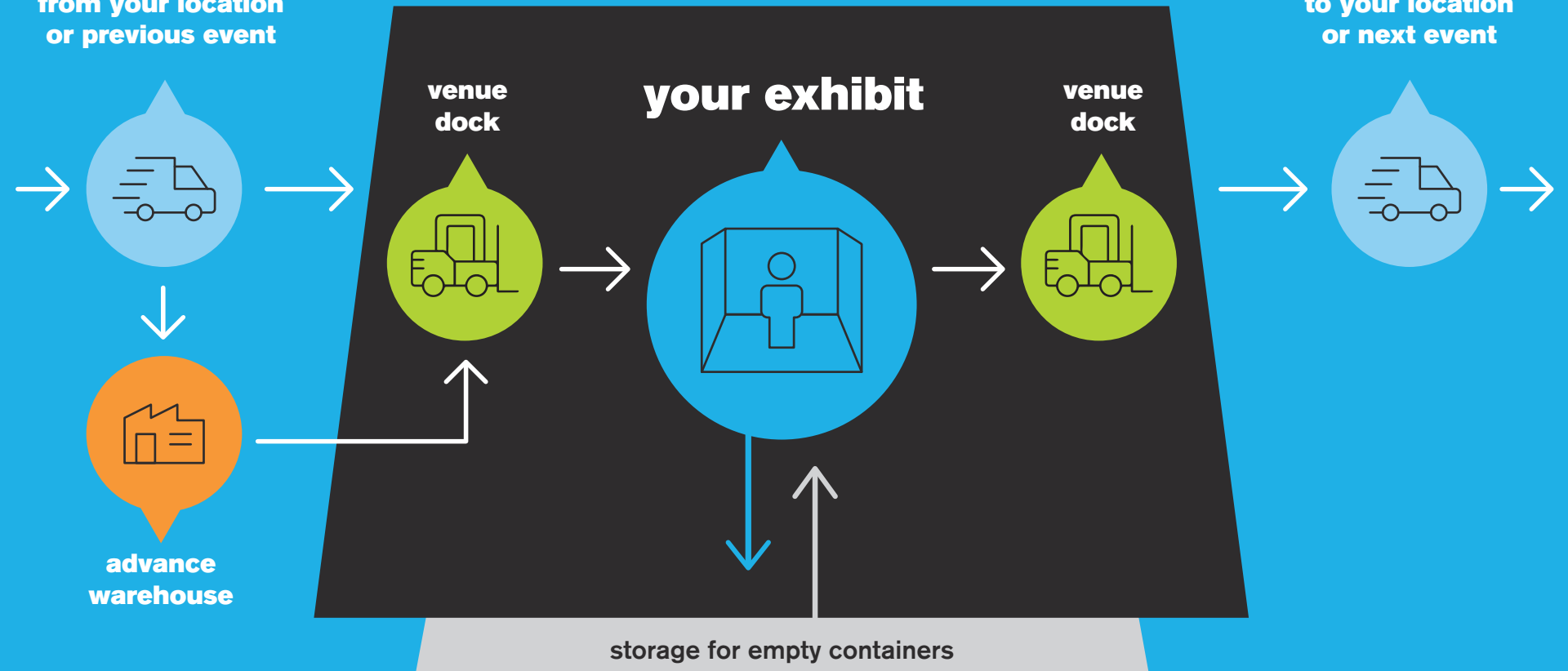
shipping

transport to the venue's shipping dock then from the shipping dock to the next event or customer location



material handling

move items from the dock, to the exhibit, back to the dock after the show



THE WORLD WITHIN REACH

From pre-event planning to on-site execution, Freeman delivers. No matter where you're showing next, Exhibit Transportation from Freeman offers hassle-free delivery options as a seamless extension of the services we provide in all stages of the exhibition process. For an exhibitor, there's nothing quite like arriving at your show site with set-up ready to go. So pack your carry-on bags and leave the rest to us.



Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to freeman.com

PREFERRED INTERNATIONAL FREIGHT FORWARDER

As the official service contractor, Freeman makes it easier for you to transport your exhibit to the show and on to its next destination, anywhere in the world. With reliable, flexible and cost-effective freight solutions that deliver your exhibit properties where they need to be, when they need to be there, logistical headaches are a thing of the past.

Freeman Exhibit Transportation is an EPA Smartway Partner and is dedicated to reducing carbon emissions related to the transportation of goods.

Renting or shipping items locally saves on carbon emissions and your shipping footprint.

The Freeman Exhibit Transportation promise:

- // ONE CONVENIENT INVOICE ENCOMPASSING ALL FREEMAN SHOW SERVICES
- // ON-SITE TRANSPORTATION EXPERTS ARE AVAILABLE BEFORE, DURING AND AFTER THE SHOW
- // RELIABLE CUSTOMER SERVICE SEVEN DAYS A WEEK, OFFERING COMPLETE SHIPMENT VISIBILITY AND EXPERT SUPERVISION

Freeman can help you with your exhibit material movement across the world. We are proud to offer the following services:

- Local pickup and delivery of exhibit materials
- Global transportation of exhibit goods/materials
- Import customs clearance
- ATA Carnet entries
- Food and Drug Administration clearances
- Federal Communications Commission clearances
- Storage
- Inbound domestic forwarding
- Outbound forwarding
- Outbound customs clearance

Questions?

For more information regarding our services, rates, shipment deadlines, documentation requirements, ordering and the terms and conditions of our service offerings, please visit freeman.com

International Exhibitors: Contact our exhibit transportation experts at **+1.817.607.5183** or via email at international.freight@freeman.com

Continental U.S. Exhibitors: Contact our exhibit transportation experts at **800.995.3579** or via email at exhibit.transportation@freeman.com

DON'T FORGET ABOUT INBOUND SHIPPING! COMPLETE AND SEND THE ORDER FORM TO ORDER YOUR INBOUND AND OUTBOUND SHIPPING.

FREEMAN

(800) 995-3579 Toll Free US & Canada
(817) 607-5183 Local and International



**COMPLETE THIS FORM ONLY IF YOU
REQUIRE INTERNATIONAL SHIPPING USING
FREEMAN EXHIBIT TRANSPORTATION**

NAME OF SHOW: **National Hardware Show® / October 21-23, 2021**

COMPANY NAME: _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS: _____

INTERNATIONAL EXHIBIT TRANSPORTATION

TIPS FOR EASY ORDERING

- Credit card information must be on file prior to pick up, as charges will be included on your show services invoice.
- International Exhibitors remember - Shipments originating from countries other than the U.S. must be cleared through customs. Please call for additional information: **(817) 607-5183**

COMPLETE THE FOLLOWING ITEMS ON THIS FORM:

PICK UP INFORMATION:

Requested Pick Up Date: _____

Shipper Name: _____

Shipper Address: _____

(City) (Province/State) (Postal Code)

(Country)

TYPE OF SERVICE - Choose One

- AIR FREIGHT (Transportation & Customs Clearance)
- OCEAN FREIGHT (Transportation & Customs Clearance)

DESTINATION

- I will be shipping to the **WAREHOUSE**
FREEMAN/Exhibiting Company Name
Hold for: **National Hardware Show® - Booth #** _____
6675 W Sunset Rd
Las Vegas, NV 89118

MUST BE DELIVERED BY October 14, 2021

- I will be shipping to **SHOW SITE**
FREEMAN/Exhibiting Company Name
National Hardware Show® - Booth # _____
c/o FREEMAN
Las Vegas Convention Center
3150 Paradise Rd
Las Vegas, NV 89109

CANNOT BE DELIVERED BEFORE October 18, 2021

SHIPPING INFORMATION

Items to be shipped

Number of Pieces	Weight
___ Crates (wooden)	_____
___ Cartons (cardboard)	_____
___ Cases/Trunks (fiber)(color) _____	_____
___ Skids/Pallets	_____
___ Carpet (color) _____	_____
___ Other _____	_____
___ Total	_____

Size of largest piece: (H) _____ (W) _____ (L) _____

NOTE: Shipments will be weighed and measured prior to delivery.

OUTBOUND SHIPPING

- I would like to schedule my international outbound shipping with Freeman Exhibit Transportation. Please provide me with a SLI/ Commercial Invoice for my shipping instructions and signature. (If you secure your inbound and outbound shipping needs in advance through Freeman Exhibit Transportation, you will receive the SLI/ Commercial Invoice for your completion prior to the show move-in date.) Please complete the following information **if different from pick up address:**

Ship to address:

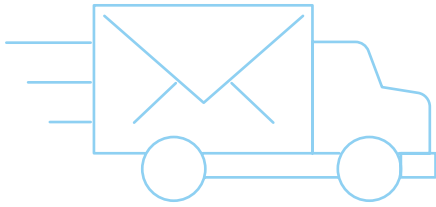
Number of Labels: _____

SEND COMPLETED FORM VIA:
Email: international.freight@freeman.com
or
Fax: (469) 621-5810

**AN INTERNATIONAL TRANSPORTATION
EXPERT WILL CONTACT YOU TO
CONFIRM RECEIPT OF YOUR SHIPMENT
REQUEST AND FINALIZE DETAILS**

SHOW # _____ 505716 _____

international exhibit transportation



TRANSPORTATION SERVICE, FULLY LOADED.

Our convenient, affordable package puts productivity in overdrive.

Turn to Freeman for one-stop transportation services. Our all-inclusive round trip standard ground shipping and material handling package means transporting materials to any exhibit location has never been easier or more affordable. Plus, Freeman works directly with you and show site decision makers to streamline the process, so it's faster than ever to get on the road to success.

The Freeman Exhibit Transportation promise:

- ▮ ALL-INCLUSIVE PRICING WITH NO ADDITIONAL FEES FOR PICKUPS AND DELIVERIES, INCLUDING WEEKEND AND NIGHT SERVICE
- ▮ PICK-UP AND TRANSPORTATION FROM POINT OF ORIGIN TO YOUR CHOICE OF EITHER ADVANCE WAREHOUSE OR SHOW SITE
- ▮ ON-SITE TRANSPORTATION EXPERTS ARE AVAILABLE BEFORE, DURING AND AFTER THE SHOW
- ▮ RELIABLE CUSTOMER SERVICE SEVEN DAYS A WEEK, OFFERING COMPLETE SHIPMENT VISIBILITY AND EXPERT SUPERVISION
- ▮ PRE-PRINTED SHIPPING LABELS AND OUTBOUND PAPERWORK

Benefits:

- ▮ TURNKEY PRICING ENSURES PRECISE BUDGETING
- ▮ NO ADDITIONAL HANDLING, PICK-UP OR DELIVERY FEES
- ▮ NO ADDITIONAL FUEL SURCHARGES OR OVERTIME SURCHARGES
- ▮ NO CARRIER WAITING TIME FEES
- ▮ EXPERIENCED ON-SITE TRANSPORTATION REPS FROM MOVE-IN THROUGH MOVE-OUT
- ▮ LTL (LESS THAN TRUCK LOAD) SHIPPING

*Services apply to destinations anywhere in the Continental U.S.

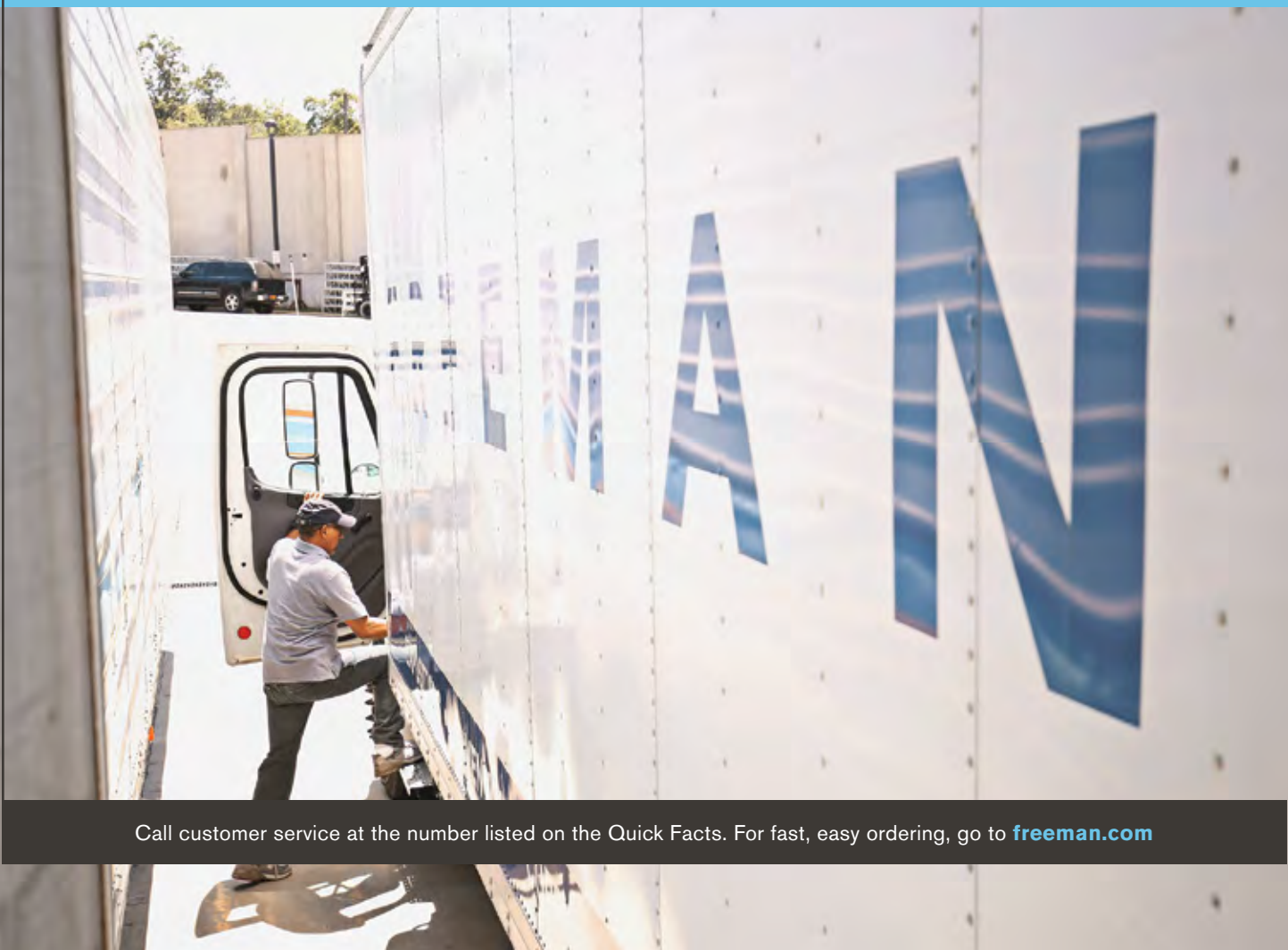


To take advantage, call **1-800-995-3579** or email **exhibit.transportation@freeman.com** for a quote.

RESULTS, DELIVERED

With more than 90 years of experience in the events industry, no one understands exhibit transportation better than Freeman. Our transportation services are a seamless extension of the premium products that exhibitors around the world rely on time and time again.

Between our all-inclusive pricing and superior customer service, Freeman Exhibit Transportation is the most reliable, convenient and cost-effective solution available. Our team of experts has the ability to quickly respond to changes when necessary, remaining entirely responsive to all of your show requirements, whenever and wherever they arise.



Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to freeman.com

EXHIBIT TRANSPORTATION SERVICES

Freeman Exhibit Transportation is an EPA Smartway Partner and is dedicated to reducing carbon emissions related to the transportation of goods. Renting or shipping items locally saves on carbon emissions and your shipping footprint.

Freeman Exhibit Transportation promise:

- ALL-INCLUSIVE PRICING WITH NO ADDITIONAL FEES FOR PICKUPS AND DELIVERIES, INCLUDING WEEKEND AND NIGHT SERVICE
- ONE CONVENIENT INVOICE ENCOMPASSING ALL FREEMAN SHOW SERVICES
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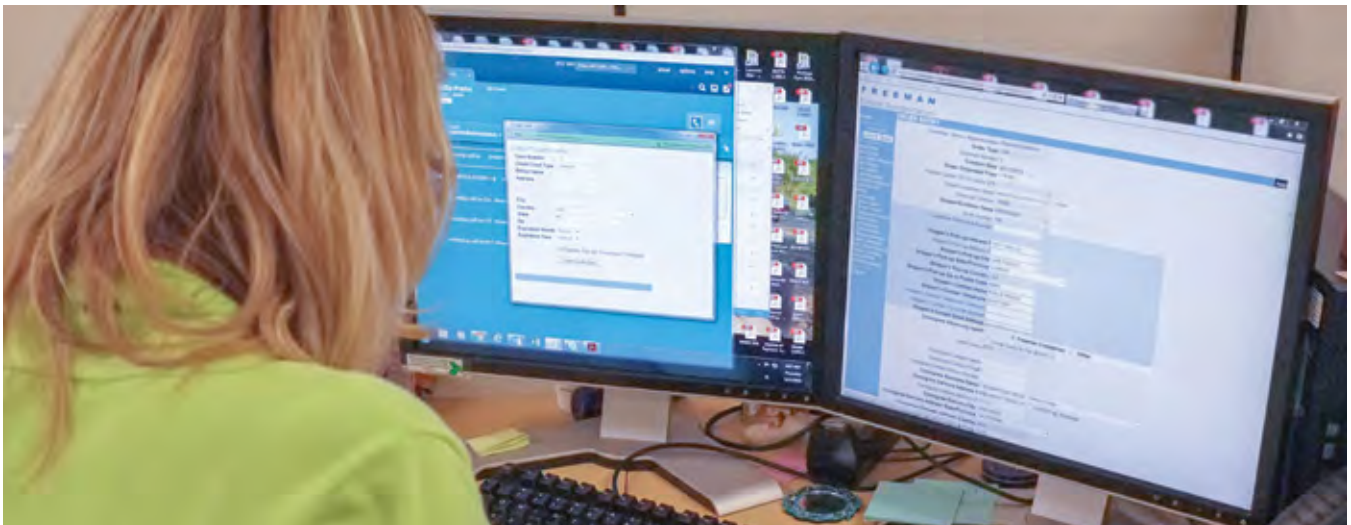
Questions?

For more information regarding our services, rates, shipment deadlines, documentation requirements, ordering and the terms and conditions of our service offerings, please visit **freeman.com**

Continental U.S. Exhibitors: Contact our exhibit transportation experts at **800.995.3579** or via email at **exhibit.transportation@freeman.com**

International Exhibitors: Contact our exhibit transportation experts at **+1.817.607.5183** or via email at **international.freight@freeman.com**

DON'T FORGET ABOUT INBOUND SHIPPING! COMPLETE AND SEND THE ORDER FORM



NAME OF SHOW: National Hardware Show® / October 21-23, 2021

COMPANY NAME: _____ BOOTH #: _____

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

For fast, easy ordering, go to www.freeman.com/store.

EXHIBIT TRANSPORTATION

TIPS FOR EASY ORDERING

- Credit card information must be on file prior to pick up, as charges will be included on your show services invoice.
- International Exhibitors remember - Shipments originating from countries other than the US must be cleared through customs. Please call for additional information:
(800) 995-3579 Toll Free US & Canada
(817) 607-5183 Local & International

**COMPLETE THE FOLLOWING ITEMS
ON THIS FORM:**

PICK UP INFORMATION

Requested Pick Up Date: _____

SHIPPER NAME _____

SHIPPER ADDRESS _____

(City) (State) (Zip Code)

DESTINATION

- I will be shipping to the **WAREHOUSE**
- FREEMAN / Exhibiting Company Name / Booth #**
- National Hardware Show®**
- C/O: FREEMAN
6675 W SUNSET RD
LAS VEGAS, NV 89118
- MUST BE DELIVERED BY SEPTEMBER 23, 2021**
- I will be shipping to **SHOW SITE**
- FREEMAN / Exhibiting Company Name / Booth #**
- National Hardware Show®**
- C/O: FREEMAN
LAS VEGAS CONVENTION CENTER
3150 PARADISE RD
LAS VEGAS, NV 89109
- CANNOT BE DELIVERED BEFORE OCTOBER 18, 2021**

TYPE OF SERVICE

- Next Day Air: Delivery next business day by 5:00 PM
- Second Day Air: Delivery second business day by 5:00 PM
- 3-5 Day Service: Delivery within 3 - 5 business days
- Declared Value \$ _____
- Air Transportation charges are billed by Dimensional or Actual Weight, whichever is greater.**
- Standard Ground: Dependent on distance
- Expedited Ground: Tailored to specific requirements
- Specialized: Pad wrapped, uncrated, truck load

SHIPPING INFORMATION

Items to be shipped

Number of Pieces	Est. Weight
____ Crates (wooden)	_____
____ Cartons (cardboard)	_____
____ Cases/Trunks (fiber) (color _____)	_____
____ Skids/Pallets	_____
____ Carpet (color _____)	_____
____ Other (_____)	_____
____ Total	_____

Size of largest piece: (H) _____ (W) _____ (L) _____

NOTE: Shipments will be weighed and measured prior to delivery.

OUTBOUND SHIPPING

- I would like to schedule outbound Freeman Exhibit Transportation. Please provide me with a Material Handling Agreement at show site for my shipping instructions and signature. So we may print your Outbound Material Handling Agreement and labels, please complete the following information **if different from pick up address:**

Ship to address:

Number of Labels : _____

FAX THIS COMPLETED FORM VIA:

E-mail:
exhibit.transportation@freeman.com
or
Fax: (469) 621-5810

**A TRANSPORTATION SPECIALIST
WILL CALL YOU TO CONFIRM
RECEIPT OF SHIPMENT REQUEST
AND FINALIZE DETAILS.**

SHOW # (505716) _____

WHAT ARE FREIGHT SERVICES?

As the official service contractor, Freeman is the exclusive provider of freight services. Material handling includes unloading your exhibit material, storing up to 30 days in advance at the warehouse address, delivering to the booth, the handling of empty containers to and from storage, and removing of material from the booth for reloading onto outbound carriers. It should not be confused with the cost to transport your exhibit material to and from the convention or event. You have two options for shipping your advance freight — either to the warehouse or directly to show site.

HOW DO I SHIP TO THE WAREHOUSE?

- We will accept freight beginning 30 days prior to show move-in.
- To check on your freight arrival, call Exhibitor Services at the location listed on the Quick Facts.
- To ensure timely arrival of your materials at show site, freight should arrive by the deadline date listed on the Quick Facts. Your freight will still be received after the deadline date, but additional charges will be incurred.
- The warehouse will receive shipments Monday through Friday, except holidays. Refer to the Quick Facts for warehouse hours. No appointment is necessary.
- The warehouse will accept crates, cartons, skids, trunks/cases and carpets/pads. Loose or pad-wrapped material must be sent directly to show site.
- All shipments must have a bill of lading or delivery slip indicating the number of pieces, type of merchandise and weight.
- Shipments received without receipts or freight bills, such as Federal Express and UPS, will be delivered to the booth without guarantee of piece count or condition.
- Certified weight tickets must accompany all shipments.
- Warehouse freight will be delivered to the booth prior to exhibitor set up.

HOW DO I SHIP TO SHOW SITE?

- Freight will be accepted only during exhibitor move-in. Please refer to the Quick Facts for the specific exhibitor move-in dates and times.
- All shipments must have a bill of lading or delivery slip indicating the number of pieces, type of merchandise and weight.
- Shipments received without receipts or freight bills, such as Federal Express and UPS, will be delivered to the booth without guarantee of piece count or condition.
- Certified weight tickets must accompany all shipments.

WHAT ABOUT PREPAID OR COLLECT SHIPPING CHARGES?

- 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, the booth number and the name of the event.
- The specific shipping address for either the warehouse or show site is located on the Quick Facts.

HOW DO I ESTIMATE MY MATERIAL HANDLING CHARGES?

- Charges will be based on the weight of your shipment. Each shipment received is billed individually. All shipments are subject to reweigh.
- On the Material Handling Form, locate the rate that applies to your shipment and multiply that rate by the weight of your shipment in pounds.
- The above services, whether used completely or in part, are offered as a package and the charges will be based on the total inbound weight of the shipment.

WHAT HAPPENS TO MY EMPTY CONTAINERS DURING THE SHOW?

- Pick up “Empty Labels” at the Freeman Service Center. Once the container is completely empty, place a label on each container individually. Labeled empty containers will be picked up periodically and stored in non-accessible storage during the event.
- At the close of the show, the empty containers will be returned to the booth in random order. Depending on 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 pick-up 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?

- Each shipment must have a completed Material Handling Agreement in order to ship materials from the show. All pieces must be labeled individually.
- To save time, complete and submit the Outbound Shipping Form in advance, or you may contact the Freeman Service Center at show site for your shipping documents.
- Once we receive your outbound shipping information we will create your Material Handling Agreement and shipping labels. If the shipping information is provided in advance, the Material Handling Agreement will be delivered to your booth with your invoice. Otherwise the Material Handling Agreement and labels will be available for pick up at the Freeman Service Center.
- After materials are packed, labeled, and ready to be shipped, the completed Material Handling Agreement must be turned in at the Freeman Service Center.
- Call your designated carrier with pick-up information. Please refer to the Quick Facts for specific dates, times and address for pick up. In the event your selected carrier fails to show by the final move-out day, your shipment will either be rerouted on Freeman's carrier choice or delivered back to the warehouse at the exhibitor's expense.
- For your convenience, approved show carriers will be on site to book outbound transportation if you have not made arrangements in advance.

WHERE DO I GET A FORKLIFT?

- Forklift orders to install or dismantle your booth after materials are delivered may be ordered in advance or at show site. We recommend that you order in advance to avoid additional charges at show site. Refer to the Rigging Order Form for available equipment.
- Advance and show site orders for equipment and labor will be dispatched once a company representative signs the labor order at the Freeman Service Center.
- Start time is guaranteed only when equipment is requested for the start of the working day.

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 riders to your existing policies.
- All materials handled by Freeman are subject to the Terms and Conditions, which can be found in the exhibit service manual or online at www.freeman.com.

OTHER AVAILABLE FREIGHT SERVICES

(may not be available in all locations)

- Cranes
- Accessible storage at show site
- Exhibit transportation services (see enclosed brochure)
- Security storage at show site
- Short-term and long-term warehouse storage
- Local pick-up and delivery
- Priority empty return

MATERIAL HANDLING

Freeman is the exclusive provider of material handling services. Material handling includes unloading your exhibit material, storing up to 30 days in advance at the warehouse address, delivering to the booth, the handling of empty containers to and from storage, and removing of material from the booth for reloading onto outbound carriers. You have two options for shipping your advance freight - either to the warehouse or directly to show site. Material handling charges will automatically be applied to your account upon receipt of each shipment. It is not necessary to return this form to receive material handling services.

RATES

Material Handling..... \$ **.84 per pound**
Rate applies to shipments sent to either the warehouse or directly to show site.

Material Handling - 10 lbs and under **Free of Charge**
This rate is per shipment. A qualifying shipment totals any number of pieces delivered to the same booth, by the same carrier, from the same shipper, on the same day, weighing 10 pounds or less.

IMPORTANT SHIPPING INFORMATION

Freeman Exhibit Transportation offers fast and easy service! Please call (800) 995-3579 to have one of our representatives help arrange all your shipment needs.

Warehouse:

- Avoid wait times at show site; ship to our warehouse!
- Warehouse receiving begins on **September 23, 2021 through October 14, 2021.**
- Warehouse address: Exhibiting Company Name / Booth #
National Hardware Show®
C/O Freeman
6675 W Sunset Rd
Las Vegas, NV 89118
- Please note that the Freeman warehouse does not accept uncrated freight (loose, pad-wrapped material and/or unskidded machinery), COD shipments, hazardous materials, freight requiring refrigeration or frozen storage, a single piece of freight weighing more than 5,000 pounds or a single piece of freight beyond the dimensions of 108"H x 93"W.

Show Site:

- Show site receiving begins on **October 19, 2021.**
- Show Site address: Exhibiting Company Name / Booth #
National Hardware Show®
Las Vegas Convention Center
C/O Freeman
3150 Paradise Rd
Las Vegas, NV 89109
- Adherence to your assigned move-in target date is required. Not adhering to your assigned target date will result in delays for your delivering carrier in the marshalling yard, with potential wait time charges from your carrier, and delay the delivery of freight to your booth. Additional charges may apply.

Outbound:

- Submit your outbound shipping information in advance and we will deliver your paperwork to your booth during the show.

MOBILE UNIT & VEHICLE SPOTTING

Exhibitors or agents with mobile units or vehicles will require guidance to their respective booths. This guidance is required and provided by Freeman to prevent damage that may occur to exhibitors, the property of others, or when necessary to move crates that may be in the aisles.

Mobile units are defined as a piece of equipment than can be pushed or towed to the booth on wheels.

Vehicles are defined as an automobile, trailer, tractor, crane, etc. arriving at the exhibit hall that can be driven to the booth location under its own power. Exhibitors may drive their vehicles into and out of the exhibit areas or have Freeman supply an operator when available.

Each vehicle shall comply with the following:

1. Batteries should be disconnected in an approved manner.
2. Vehicles shall not be fueled or refueled within the building. Fuel in the tank shall not exceed 1/4 of the tank capacity or 5 gallons, whichever is less.
3. Fuel tank openings shall be locked and sealed to prevent escape of vapors.
4. No leaks underneath vehicles.
5. At least 36" clear access or aisles must be maintained around the vehicle.
6. Vehicles must be a minimum of 20 feet from exit of door or exit pathway.

SPOTTING FEES

Mobile Units * \$288.25 per unit (round trip)

Vehicles..... \$288.25 per unit (round trip)

*** Note:** If a forklift is utilized to tow a mobile unit or vehicle to the booth, a one hour forklift/operator charge will be assessed in addition to the spotting fee. If rigging labor is utilized to push the equipment to the booth, a one hour rigging labor charge will be assessed in addition to the spotting fee. Please refer to the Forklift & Rigging Labor Order Form for rates.

mobile unit & vehicle spotting

POV & CART SERVICE

Freeman will provide Cart Service for your event. Cart Service is a feature for Privately Owned Vehicles (POVs) that meet the requirements below.

DEFINITION OF PRIVATELY OWNED VEHICLE:

Privately Owned Vehicles are defined as cars, pick-up trucks, vans and other trucks primarily designed for passenger use, not cargo or freight. Vehicles that do not qualify for this service, or that have material that requires mechanical assistance to unload, will be directed to the Freeman Marshalling Yard.

Workers equipped with a flat cart scooter will assist exhibitors with unloading. Each cart will handle a load approximately 3' wide x 4' long x 3' high. Freight must not exceed 300 lbs. For safety reasons, it will be the judgment of the freight supervisor if the load can go higher than 3 feet. Cart Service includes storage of empty cardboard/product boxes at no additional charge. Empty stickers for your cartons and cases will be provided for this service.

RATES:

This service is available at a round trip rate of \$222.75 per trip (from the dock to the booth and the booth to the dock).

DIRECTIONS:

- To receive this service, proceed directly to the facility and check in at the designated POV Check-In area for staging, checking in, processing paperwork and determining if vehicles are qualified for Cart Service. There will be signage posted to direct you.
- Two people must be with the vehicle - one to accompany the product to the booth and one to remove the vehicle from the area.
- The determination of Cart Service versus Material Handling will be made at the discretion of Freeman management. Any disputes will be handled at the time of unloading.

AVAILABILITY:

Cart Service will be available on the following dates and times:

Move-In

Tuesday October 19, 2021 8:00 a.m. - 5:00 p.m.
 Wednesday October 20, 2021 8:00 a.m. - 5:00 p.m.

Move-Out

Saturday October 23, 2021 1:00 p.m. - 5:00 p.m. *
 Sunday October 24, 2021 8:00 a.m. - 5:00 p.m.
 Monday October 25, 2021 8:00 a.m. - 12:00 p.m.

* Please visit the Freeman Service Center to complete and/or submit an Outbound Material Handling Agreement.

Please note: We anticipate that during peak periods, wait time can exceed 2-3 hours.

VEHICLES THAT QUALIFY:



Sedan



SUV



Pickup



Van

VEHICLES THAT DO NOT QUALIFY:



Trailer



Commercial Van



Rentals

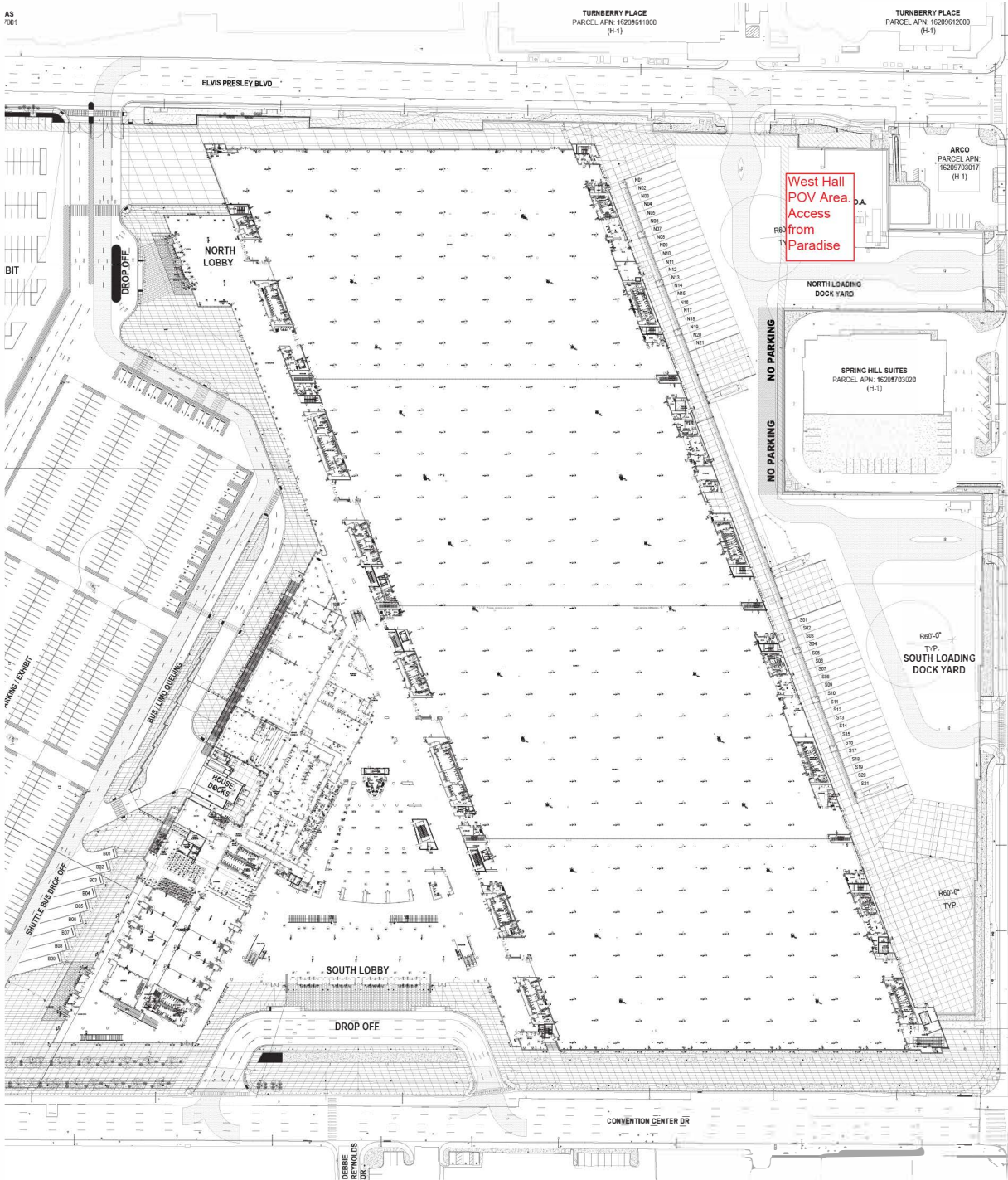


Bobtail



Stakebed

AS
7/01



Paradise Rd

← Entrance

Paradise Rd

FREEMAN®

Disclaimer - Every effort has been made to ensure the accuracy of all information contained on this floor plan. However, no warranties, either expressed or implied, are made with respect to this floor plan. If the location of building columns, utilities or other architectural components of the facility is a consideration in the construction or usage of an exhibit, it is the sole responsibility of the exhibitor to physically inspect the facility to verify all dimension and locations.
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Confidential and Proprietary - the information contained herein is the proprietary information of Freeman and by accessing the information, the recipient agrees to keep the information confidential and not disclose it to any third party without the prior consent of Freeman. Recipient also agrees to only use the information for its internal evaluation purposes and for no other purpose, without the prior consent of Freeman.

Las Vegas Convention Center West Hall

ADVANCE WAREHOUSE
6675 West Sunset Road
Las Vegas, NV 89118

Hours of Operation:

Warehouse hours are Monday through Friday from 7:00 a.m. to 2:30 p.m., Holidays excluded.

Directions:

From I-15 Northbound or Southbound

Exit 1-215 West
Exit Jones Boulevard (stay in center lanes)
Cross over Jones Blvd staying to the right
Continue on Raphael Rivera Way
Freeman will be on right

From US-93 / I-515 Northbound

Exit I-215 West
Exit Jones Boulevard (stay in center lanes)
Cross over Jones Blvd staying to the right
Continue on Raphael Rivera Way
Freeman will be on right



MARSHALLING YARD
6555 West Serene Avenue
Las Vegas, NV 89139

*This location does not accept deliveries.
 This location is only for the staging of trucks delivering to show site facilities.*

Please note:

- All delivering carriers must check in at the Marshalling Yard prior to delivering to the facility.
- Please be advised that certified weight tickets are required when checking into the Marshalling Yard. For your convenience, Freeman has available a full-size certified scale at the Marshalling Yard. If your driver has valid certified weight tickets, Freeman will accept these tickets and your driver will not have to scale at the Freeman Marshalling Yard.
- All carriers will be assigned an unloading number according to driver check-in time.

Directions:

From I-15 Northbound

Exit NV160 W/Blue Diamond Rd
 Left onto Blue Diamond Rd
 West on Blue Diamond Rd
 (approximately 4 miles)
 Left on S Torrey Pines Dr
 From stop sign at Serene, go straight
 Marshalling Yard is directly ahead

From I-15 Southbound

Exit NV160 W/Blue Diamond Rd
 West on Blue Diamond Rd
 (approximately 4 miles)
 Left on S Torrey Pines Dr
 From stop sign at Serene, go straight
 Marshalling Yard is directly ahead

From US-93 / I-515 Northbound

Exit I-215 West
 Exit I-15 South
 Merge on NV160 W/Blue Diamond
 West on Blue Diamond Rd
 (approximately 4 miles)
 Left on S Torrey Pines Dr
 From stop sign at Serene, go straight
 Marshalling Yard is directly ahead



PLEASE NOTE: This service is for freight received prior to the published date that advanced warehouse receiving will begin or if the freight will be held for another event after the close of your current show.

storage agreement

OWNER OF MATERIALS

COMPANY NAME:			
ADDRESS:			
CITY:	STATE:	ZIP:	
CONTACT NAME:	PHONE #:		
E-MAIL ADDRESS:	FAX #:		

HOLD FOR

SHOW:	FACILITY:		
COMPANY NAME:	BOOTH #:		
ADDRESS:			
CITY:	STATE:	ZIP:	
COMMENTS:			

INVOICE TO

COMPANY NAME:			
ADDRESS:			
CITY:	STATE:	ZIP:	
CONTACT NAME:	PHONE #:		
E-MAIL ADDRESS:	FAX #:		

DESCRIPTION OF MATERIALS TO BE STORED

NUMBER OF PIECES	DESCRIPTION OF MATERIALS TO BE STORED	WEIGHT	CUBIC FOOTAGE
	CRATES (WOODEN)		
	CARTONS (CARDBOARD)		
	TRUNKS, CASES (FIBER) COLOR: _____		
	SKIDS / PALLETS		
	CARPETS / PADS		
	TOTALS		

RATES AND CHARGES

DESCRIPTION OF CHARGE	RATE (FORMULA)	MINIMUM CHARGE	TOTAL
Short Term Storage (90 days or less)	\$9.75 per cwt (____ cwt @ 9.75 per cwt)	\$97.50 per month	\$
Long Term Storage - Stackable (over 90 days)	\$0.35 per cu ft (____ cu ft @ 0.35 per cu ft)	\$87.50 per month	\$
Long Term Storage - Non-Stackable (over 90 days)	\$0.39 per cu ft (____ cu ft @ 0.39 per cu ft)	\$97.50 per month	\$
Handling Rate (in or out)	\$8.00 per cwt (____ cwt @ 8.00 per cwt)	\$80.00 each way	\$
Returned Shipments	\$19.25 per cwt (____ cwt @ 19.25 per cwt)	\$192.50	\$
Transportation Charges (2 hour minimum)	\$215.00 per hr ST (____ hrs @ 215.00 per hr ST)	\$430.00	\$
TOTAL			\$

**PLEASE COMPLETE THE ACCEPTANCE OF TERMS
ON THE REVERSE SIDE.**

NAME OF SHOW: **National Hardware Show® / October 21-23, 2021**

COMPANY NAME: _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS: _____

PAYMENT TERMS: All accounts must have a valid credit card on file. Storage will be billed on a monthly basis and charges will be placed in full on such credit card at the time of invoicing. Prior arrangements must be made in writing to have invoices billed with a (30) day net and if such payment is not received within (30) days from the invoice date, the full payment will be applied to the credit card on file. Rates are subject to change with (30) days notice to Client. All charges due Freeman for all services must be paid in full prior to the release of materials from storage. Effective 30 days after invoice date, any unpaid balance will bear a FINANCE CHARGE at the lesser of the maximum rate allowed by applicable law, or 1.5% per month, which is an ANNUAL PERCENTAGE RATE of 18%. If any finance charge hereunder exceeds the maximum rate allowed by applicable law, the finance charge shall automatically be reduced to the maximum rate allowed, and any excess finance charge received by Freeman shall be either applied to reduce the principal unpaid balance or refunded to the payer. If Client's account remains in default for (60) days after the date of the invoice, goods may be subject to sale as outlined in this Agreement. In the event of any dispute between the Client and Freeman relative to any loss, damage, or claim, Client shall not be entitled to and shall not withhold payment, or any partial payment, due to Freeman for its services, as an offset against the amount of any alleged loss or damage. Any claim against Freeman shall be considered a separate transaction, and shall be resolved on its own merits.

TERMS AND CONDITIONS: All goods scheduled in this Agreement are received and accepted by Freeman on Client's express representation that it is lawfully authorized to store the goods. FREEMAN WILL NOT ACCEPT FOR STORAGE, NOR BE LIABLE FOR, ANY OF THE FOLLOWING: DOCUMENTS, CURRENCY, MONEY, JEWELRY, WATCHES, PRECIOUS STONES, ART WORK, ANTIQUES, FURS, OR OTHER ARTICLES OF EXTRAORDINARY VALUE; NOR WILL WE ACCEPT ANY PERISHABLE ITEMS, LIQUID, ILLEGAL SUBSTANCES, OR ANY HAZARDOUS MATERIALS OR WASTE AS DEFINED BY 49 CFR 173. Client agrees to defend and indemnify Freeman from and against any and all claims, demands, judgments, and costs (including reasonable attorneys' fees) arising out of or relating to the ownership or title to goods stored, or arising from the storage of any of the above prohibited items in violation of this Agreement. Freeman is expressly given an additional lien on the goods stored by Client for all such costs, expenses, and attorney fees. Freeman shall have a lien on any and all property deposited with it at any time. All goods deposited on which storage or other charges including handling charges are not paid when due may be sold at public or private sale to pay such accrued charges, together with expenses of the sale, after notice to Client or other interested persons of the manner, time, and place of the sale and the amount of the accrued charges as may be required by law. Freeman shall only be liable for any loss or injury to the goods caused by its failure to exercise such care as a reasonable, careful owner of similar goods would exercise, subject to the limitation on damages. Freeman does not represent or warrant that its buildings or the contents of such buildings cannot be destroyed by fire. Freeman shall not be required to maintain a sprinkler or alarm system, security guard or other preventative / security devices, and its failure to do so shall not constitute negligence. FREEMAN IS NOT RESPONSIBLE TO CLIENT, ITS PRINCIPAL OR INSURER FOR, AND CLIENT RELEASES FREEMAN FROM, ANY LOSS OR DAMAGE TO GOODS CAUSED BY FIRE, INSECTS, RODENTS, RUST, NORMAL WEAR AND TEAR, LEAKAGE, MOISTURE, CHANGES IN TEMPERATURE, STRIKES, ACT OF GOD, DETERIORATION BY TIME, OR MARRING AND/OR SCRATCHING (INCLUDING WITHOUT LIMITATION ANY SUCH DAMAGE CAUSED BY FREEMAN'S NEGLIGENCE); FOR ANY LOSS OR DAMAGE TO FRAGILE ARTICLES (INCLUDING WITHOUT LIMITATION ANY SUCH DAMAGE CAUSED BY FREEMAN'S NEGLIGENCE); FOR ANY LOSS OR DAMAGE TO THE CONTENTS OF ANY CONTAINER (INCLUDING WITHOUT LIMITATION ANY SUCH DAMAGE CAUSED BY FREEMAN'S NEGLIGENCE) UNLESS ITS CONTENTS ARE MADE KNOWN TO FREEMAN AND SPECIFICALLY ITEMIZED IN A RIDER ATTACHED TO THIS AGREEMENT; OR FOR ANY LOSS OR DAMAGE FROM CAUSES BEYOND FREEMAN'S CONTROL. FREEMAN SHALL NOT BE RESPONSIBLE FOR THE MECHANICAL FUNCTIONS OF INSTRUMENTS, APPLIANCES OR MACHINERY. FREEMAN'S FAILURE TO DELIVER GOODS TO ANY PERSON ENTITLED TO THEM SHALL NOT CONSTITUTE CONVERSION OF GOODS OR SUBJECT FREEMAN TO ANY LIABILITY WHATSOEVER WHEN THE NON-DELIVERY RESULTS FROM CAUSES ARISING FROM STRIKES, LOCKOUTS, WORK STOPPAGES OR RESTRAINTS OF LABOR. It is the responsibility of the client to obtain the appropriate insurance coverage. Goods are not insured by Freeman nor do storage rates include insurance. All terms of this Agreement, including without limitation, monthly rental, conditions of occupancy and charges are subject to change upon thirty (30) days prior written notice. If changed, the Client may terminate this agreement on the effective date of the change by giving Freeman ten (10) days prior written notice to terminate. If the client does not give such notice, the change shall become effective and apply to the Client's occupancy. Either party reserves the right to terminate the storage of the goods at any time by giving to the other party thirty (30) days written notice of its intention to do so. Unless Client removes such goods within that period, Freeman shall have the right to deliver such goods to Client at the address on file at Client's expense. It shall be the duty of the Client to furnish to Freeman notification, in writing, to Client's address provided herein of any change of address or phone number. This Agreement and any action arising between the parties shall be construed under and in accordance with the laws of Nevada.

ACCEPTANCE: I have read, understood and agree to be bound by the Terms and Conditions on both sides of this document, and further, that I have the authority to sign this on behalf of the owner of the goods/materials being stored.

SIGNATURE OF DEPOSITOR: _____

SIGNATURE OF FREEMAN REPRESENTATIVE: _____

storage agreement

FREEMAN

(888) 508-5054 Fax: (469) 621-5604
ExhibitorSupport@freeman.com



NAME OF SHOW: **National Hardware Show® / October 21-23, 2021**

COMPANY NAME: _____ BOOTH #: _____

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

For fast, easy ordering, go to www.freeman.com/store.

EVERY OUTBOUND SHIPMENT WILL REQUIRE A MATERIAL HANDLING AGREEMENT AND SHIPPING LABELS. WE WOULD BE HAPPY TO PREPARE THESE FOR YOU AND DELIVER THEM TO YOUR BOOTH PRIOR TO SHOW CLOSE. TO TAKE ADVANTAGE OF THIS SERVICE, PLEASE COMPLETE AND RETURN THIS FORM TO THE FREEMAN SERVICE CENTER.

SHIPPING INFORMATION

SHIP TO: COMPANY NAME: _____

DELIVERY ADDRESS: _____

CITY: _____ STATE/ PROVINCE: _____ ZIP/ POSTAL CODE: _____

PHONE#: _____ ATTN: _____

SPECIAL INSTRUCTIONS: _____

BILL TO: Same as Ship to:

COMPANY NAME: _____

DELIVERY ADDRESS: _____

CITY: _____ STATE/ PROVINCE: _____ ZIP/ POSTAL CODE: _____

METHOD OF SHIPMENT

Select a Carrier:

- Freeman Exhibit Transportation** **Other Carrier**

No need to schedule your outbound shipment.
Charges will appear on your Freeman invoice.

Carrier Name: _____
Carrier Phone: _____

Freeman will make arrangements for all Freeman Exhibit Transportation shipments.
Arrangements for pick-up by other carriers is the responsibility of the exhibitor.

Select a Level of Service:

- 1 Day: Delivery next business day Standard Ground
 2 Day: Delivery by 5:00 PM second business day Specialized: Pad wrapped, uncrated, or truckload
 Deferred: Delivery within 3-5 business days

Select Shipment Options (if applicable)

- Have loading dock Lift gate required
 Inside delivery Air ride required
 Pad wrap required Residential
 Do not stack

Select Desired Number of Labels: _____

Once your shipment is packed and ready to be picked up from your booth, please return completed the Material Handling Agreement to the Freeman Service Center. Shipments without a Material Handling Agreement turned in will be returned to our warehouse at exhibitor's expense.

outbound shipping

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R U S H

DO NOT DELAY

F R E E M A N

R U S H

DO NOT DELAY

RECEIVING DATE BEGINS: SEPTEMBER 23, 2021

RECEIVING DATE BEGINS: SEPTEMBER 23, 2021

DEADLINE DATE IS: OCTOBER 14, 2021

DEADLINE DATE IS: OCTOBER 14, 2021

TO: _____

EXHIBITOR NAME

TO: _____

EXHIBITOR NAME

**C/O: FREEMAN
6675 W SUNSET RD**

**C/O: FREEMAN
6675 W SUNSET RD**

LAS VEGAS, NV 89118

LAS VEGAS, NV 89118

WAREHOUSE

(505716)

WAREHOUSE

(505716)

EVENT: *National Hardware Show®*

EVENT: *National Hardware Show®*

BOOTH NO: _____ **NO.** _____ **OF** _____ **PCS**

BOOTH NO: _____ **NO.** _____ **OF** _____ **PCS**

THE ABOVE LABELS ARE PROVIDED FOR YOUR CONVENIENCE.
PLACE ONE ON EACH PIECE SHIPPED TO ENSURE PROPER DELIVERY.
IF MORE LABELS ARE NEEDED, COPIES ARE ACCEPTABLE.

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6675 W SUNSET RD
LAS VEGAS, NV 89118**

**C/O: FREEMAN
6675 W SUNSET RD
LAS VEGAS, NV 89118**

**WAREHOUSE
EXHIBITOR TAILGATE**

**WAREHOUSE
EXHIBITOR TAILGATE**

EVENT: *National Hardware Show®* (505716)

EVENT: *National Hardware Show®* (505716)

BOOTH NO: _____ **NO.** _____ **OF** _____ **PCS**

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6675 W SUNSET RD
LAS VEGAS, NV 89118**

**C/O: FREEMAN
6675 W SUNSET RD
LAS VEGAS, NV 89118**

**WAREHOUSE
MEETING ROOMS**

**WAREHOUSE
MEETING ROOMS**

EVENT: National Hardware Show® (505716)

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BOOTH NO: _____ NO. _____ OF _____ PCS

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CANNOT DELIVER BEFORE OCTOBER 18, 2021

CANNOT DELIVER BEFORE OCTOBER 18, 2021

TO: _____
EXHIBITOR NAME

TO: _____
EXHIBITOR NAME

C/O: FREEMAN
LAS VEGAS CONVENTION CENTER
3150 PARADISE RD

LAS VEGAS, NV 89109

C/O: FREEMAN
LAS VEGAS CONVENTION CENTER
3150 PARADISE RD

LAS VEGAS, NV 89109

SHOW SITE

SHOW SITE

(505716)

(505716)

EVENT: *National Hardware Show*

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BOOTH NO: _____ NO. _____ OF _____ PCS

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3150 PARADISE RD
LAS VEGAS, NV 89109**

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LAS VEGAS CONVENTION CENTER
3150 PARADISE RD
LAS VEGAS, NV 89109**

**SHOW SITE
EXHIBITOR TAILGATE**

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EVENT: National Hardware Show (505716)

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**C/O: FREEMAN
6675 W SUNSET RD**

LAS VEGAS, NV 89118

HANGING SIGN

(505716)

**C/O: FREEMAN
6675 W SUNSET RD**

LAS VEGAS, NV 89118

HANGING SIGN

(505716)

EVENT: *National Hardware Show®*

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BOOTH NO: _____ **NO.** _____ **OF** _____ **PCS**

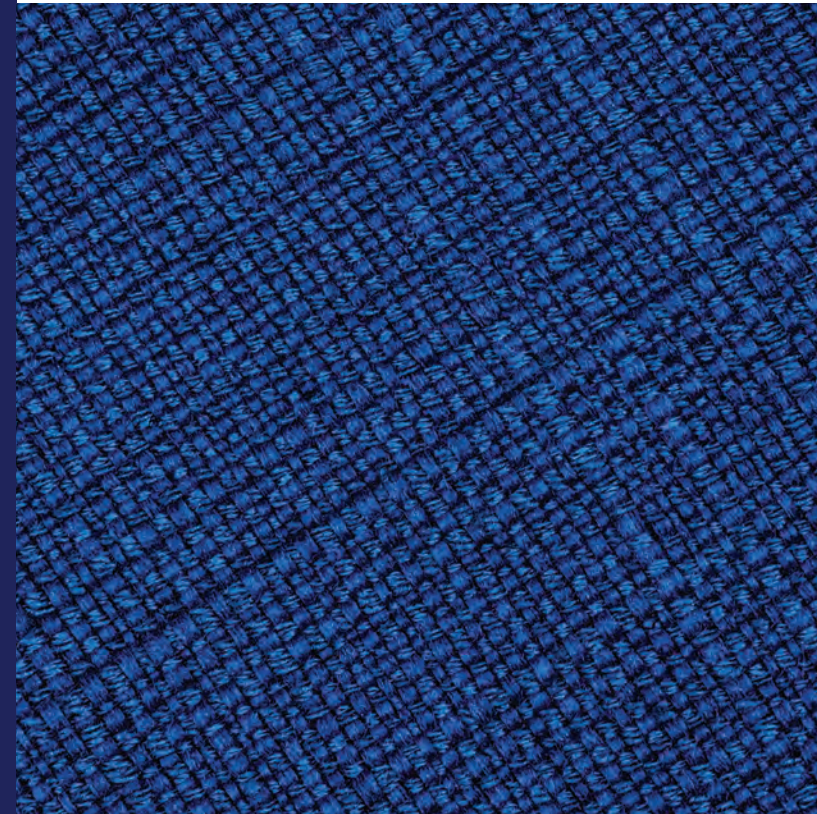
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Freeman¹

Freeman¹

Cort Event Catalog
Volume 1



Exhibitor support

Visit us at freeman.com or call 1.888.508.5054 to speak to our award winning exhibitor support team.

Furnishings Brochure

Freeman® Trade Show Furnishings are proud to offer this collection of the highest quality, design-oriented furnishings. Our nationwide distribution and professional staff is dedicated to the success of your exhibit. Make Freeman® Trade Show Furnishings your furniture solution.



Comfortable and Safe Networking

Meaningful engagement doesn't have to be complicated.

Networking and connecting with peers face-to-face is a key objective of attending in-person events. Delivering environments which facilitate both ad-hoc and in-depth networking is important in accommodating attendee needs and will allow attendees to connect with peers effectively, comfortably, and safely.

To help you feel confident as you begin to plan your in-person and hybrid events, we have developed Freeman SafeConnect. This program includes standards, protocols, and service offerings that reflect our values and commitment to safety and wellbeing — for our people, our customers, and our attendees.

Learn more about Freeman SafeConnect at [Freeman.com](https://freeman.com)



Bowery Swivel Chairs & Sedona C-Tables

Accent Chairs | pg 16

Side Tables | pg 28

Dividers | pg 57

Greenery | pg 48

Top Design Tips

for Tradeshow Booths.

10. Provide a Pop!
Colorful furnishings attract attention and help reinforce brand themes.



9. Charge it!
Powered tables and seating encourages clients to linger in the booth and recharge.



8. Gather Round!
Ottomans styled around a side table create an informal campfire setting for small group discussions.



7. Stay Social.
Stylize furnishings to create shareable moments worthy of Instagram.



6. Level the field!
Low and casual seating makes clients more comfortable and open to learning.



5. Demo Down.
Square or circular ottomans are a great way to design small theaters for quick demonstrations.



1. Spin Around.
Swivel chairs in small spaces maximize functionality and allow you to engage with those all around!



2. Get Connected.
Communal tables help facilitate networking opportunities and build connections.



3. Creature Comforts.
Design a comfortable "living room" space with soft lounge seating to relax clients and encourage conversation.

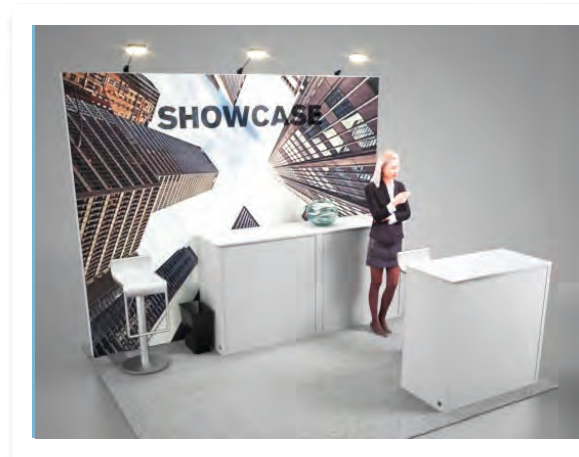


4. Keep it Green.
Don't forget the greenery to warm up your booth environment by bringing nature indoors.



Complete The Look Of Your Exhibit Space

Freeman makes it easy to furnish your next exhibit space with recommended booth packages available on FreemanOnline. To view all available booth packages for your event and order your favorite, visit freeman.com/store.



The Showcase 10'x10' booth package is designed for exhibitors with small, high value items to display. Multiple cabinets elevate your products and make it easy to catch the eye of attendees.

Shown here with Zoey Barstools

The Cinematic 10'x20' booth package is designed for exhibitors needing large monitors to display presentations, while hosting attendees in a comfortable and inviting environment.


Shown here with Banana Barstools



The Gather 10'x10' booth package turns your booth into a comfortable oasis from the bustle of the show floor. Ideal for comfortable one-on-one time with prospects.

Shown here with Baja Chairs and Sydney Power Cocktail Table

Power Up In Style.

Denotes Powered Products 

Powered Seating

Empower attendees at your next show with functional charging furniture and make searching for wall outlets history. From soft seating and tables to pedestals and lamps, our complete charging collection lets you Power Up the Possibilities.



HEDGE
85035
4' Boxwood Hedge
46"L 9"D 47"H

NAPLES 
830121
Naples Sofa, Powered
(black vinyl)
87"L 30"D 33.25"H



NAPLES 
810120
Naples Chair, Powered
(black vinyl)
36"L 30"D 33.25"H




NAPLES 
830122
Naples Loveseat, Powered
(black vinyl)
62"L 30"D 33.25"H




Powered Tables

Use
Ventura 6'
Bar or Cafe Tables
in your design to
facilitate conversations
while social
distancing.




**Ventura Powered
Bar Tables**
72.25"L 26.25"D 42"H
(silver frame)
A) 820950 (black top)
B) 820955 (white top)





**Ventura Powered
Cafe Tables**
72.25"L 26.25"D 30"H
(silver frame)
C) 820964 (black top)
D) 820965 (white top)




Please Note: Customer is responsible for providing labor and an electrical power source to the furniture. One 110V power source is required for each charging panel. Two charging units can be daisy chained together. 10A max per charging panel.

Take Charge.

Denotes Powered Products 

Powered Tables

Empower attendees at your next show with functional charging furniture and make searching for wall outlets history. From soft seating and tables to pedestals and lamps, our complete charging collection lets you Power Up the Possibilities.


SYDNEY 
Sydney Powered Cocktail Tables
 48"L 26"D 18"H (brushed steel)
E) 82073 (white)
F) 82076 (black)



Please Note: Customer is responsible for providing labor and an electrical power source to the furniture. One 110V power source is required for each charging panel. Two charging units can be daisy chained together. 10A max per charging panel.

Powered Pedestals



Denotes AC and USB charging outlets 

Powered Locking Pedestal
 (white)
A) 85061 24"L 24"D 36"H
B) 85063 24"L 24"D 42"H
 (black)
C) 85060 24"L 24"D 36"H
D) 85062 24"L 24"D 42"H

(The flip top electrical units rotate 180 degrees, allowing devices to be charged from inside the locked cabinet or on the surface.)

Powered Tech Desk




A) 84083 Tech Desk, Powered w/ 3 Drawer File Cabinet
 (black metal, laminate)
 60"L 30"D 30"H

B) 84084 Tech Desk, Powered
 (black metal, laminate)
 60"L 30"D 30"H

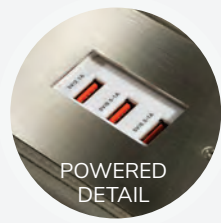
C) 84080 3 Drawer File Cabinet on Castors
 (black metal, laminate)
 16"L 20"D 28"H

Take Charge.

Denotes Powered Products 

Powered Tech Tablet Chair

Create an engaged learning environment at your next exhibit with the exclusive, powered Tech Tablet Chair. The soft dove gray vinyl chair features a removable white swivel tablet, an under-seat shelf for personal storage and an in-arm charging panel with three USB ports. An additional AC outlet is located at the base of the chair.




POWERED
DETAIL

- A) **81039 Tech Tablet Chair**
(gray vinyl, white metal tablet, chrome base)
30.5"L 29"D 33.5"H
- B) **81038 Tech Chair, No Tablet**



Please Note: Customer is responsible for providing labor and an electrical power source to the furniture. One 110V power source is required for each charging panel. Two charging units can be daisy chained together. 10A max per charging panel.


Powered Products

Denotes AC and USB charging outlets 

Wireless Charging Table



POWERED
DETAIL

-  **820710 Wireless Charging Table, Powered**
(white, AC plug-in)
20"L 20"D 18"H
Mobile devices must have Qi wireless charging capability.



Village Charging Hub

-  **8502 Village Charging Hub**
(cream)
12"L 12"D 28.25"H



POWERED
DETAIL

Please Note: Customer is responsible for providing labor and an electrical power source to the furniture. One 110V power source is required for each charging panel. Two charging units can be daisy chained together. 10A max per charging panel.

Soft Seating

Create Engaging Booth Environments

VALENCIA

A) 810180 Chair
(spice orange velvet)
28"L 30.5"D 31"H
B) 83045 Sofa
(coffee brown velvet)
63"L 30.5"D 31"H

MARCHE

81540 Swivel Ottoman
(Forest Green Vinyl)
17"RND 18"H



Valencia Sofa & Chair 10'x10' Booth

HEDGE

85035
4' Boxwood Hedge
46"L 9"D 47"H



VALENCIA

A) 810180 Chair
(spice orange velvet)
28"L 30.5"D 31"H
B) 83045 Sofa
(coffee brown velvet)
63"L 30.5"D 31"H

Soft Seating Collections



BAJA

A) 83019 Sofa
(white vinyl)
86"L 28"D 30"H

B) 81050 Chair
(white vinyl)
36"L 30.5"D 28"H

C) 83020 Loveseat
(white vinyl)
61"L 30.5"D 28"H



STERLING

A) 8309 Sofa
(gray fabric)
82"L 33.5"D 32"H

B) 81037 Chair
(gray fabric)
33"L 33.5"D 32"H




KEY LARGO

A) 830951 Sofa
(black fabric)
79"L 35"D 34"H

B) 810950 Chair
(black fabric)
35"L 35"D 34"H

C) 830950 Loveseat
(black fabric)
57"L 35"D 34"H

Soft Seating

Denotes Powered Products 

Create Engaging Booth Environments

HEDGE
85035
4' Boxwood Hedge
46"L 9"D 47"H

PALM BEACH
83040 Sofa
(white vinyl, brushed metal)
69"L 29"D 33"H

SWANSON
810875 Swivel Chair
(white vinyl)
28"L 25"D 30"H




Palm Beach Sofa & Swanson Chairs 10'x10' Booth



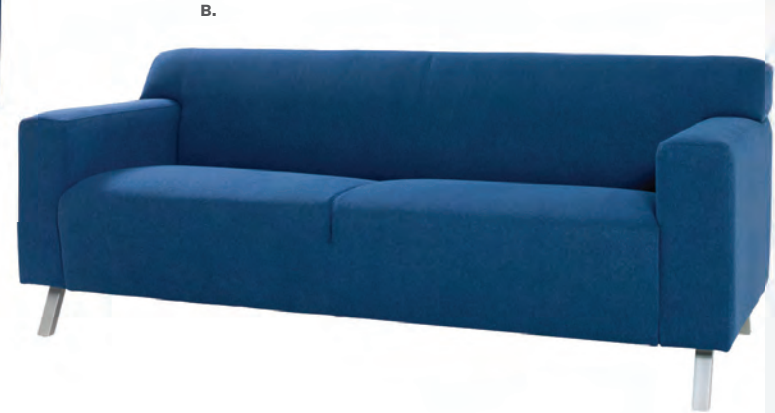
PALM BEACH
83040 Sofa
(white vinyl, brushed metal)
69"L 29"D 33"H

Soft Seating Collections

Available in Power 

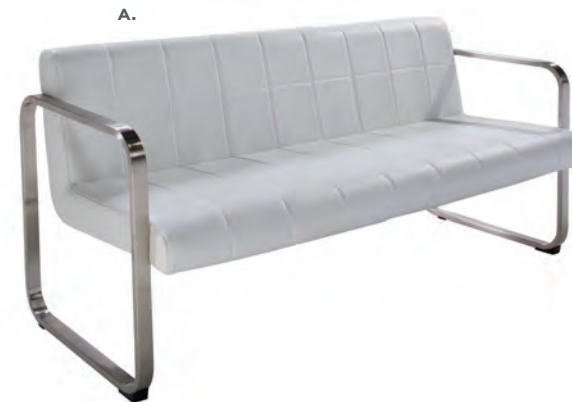


A.



B.

ALLEGRO
A) 81019 Chair
(blue fabric)
36"L 34.5"D 30"H
B) 83015 Sofa
(blue fabric)
73"L 34.5"D 30"H



A.



B.

FAIRFAX
A) 830949 Sofa
(white vinyl, brushed metal)
62"L 26"D 30"H
B) 810949 Chair
(white vinyl, brushed metal)
27"L 26"D 30"H



B.



A.

NAPLES 
A) 810119 Chair
(black vinyl)
36"L 30"D 33.25"H
810120 (Powered)

B) 830119 Sofa
(black vinyl)
87"L 30"D 33.25"H
830121 (Powered)



C.

C) 830120 Loveseat
(black vinyl)
62"L 30"D 33.25"H
830122 (Powered)

Accent Chairs

Create Space

Swivel chairs maximize functionality and allow you to engage safely with those all around. They're particularly helpful in smaller spaces!



81034
Bowery Swivel Chair
(ochre fabric, chrome)
29.75"L 31"D 27.25"H



810875
Swanson Swivel Chair
(white vinyl)
28"L 25"D 30"H



810874
La Brea Chair
(charcoal gray, fabric)
35"L 27"D 40"H



810145
Wentworth Chair
(brown vinyl)
32.1"L 26"D 31.5"H

Meeting & Stage Chairs



Marina Chair
17.5"L 19.5"D 35"H
A) 810164 (white vinyl)
B) 810160 (black vinyl)
C) 810161 (brown fabric)



810948
Meeting Chair
25.5"L 23.5"D 34"H
(white vinyl)

Accent Chairs



Madrid
810816 Chair
(white, chrome)
30"L 30"D 31"H



Montreal
81031 Chair
(blue, black metal)
30"L 23.25"D 30"H



Accent Tables | pg 26



Lena
81036 Chair
(moss green leather, bronze)
27"L 25"D 31"H



810949
Fairfax Chair
(white vinyl, brushed metal)
27"L 26"D 30"H



A.



B.



C.



D.



E.



F.

A) 810151
Munich Armless Chair
(gray fabric)
22.5"L 27"D 28.5"H

B) 81035
Century Chair
(gray velvet)
30"L 30"D 31"H

C) 81024
Atherton Chair
(distressed brown leather,
blackened steel)
27"L 31"D 30"H

D) 810947
Pro Executive
Guest Chair
(black vinyl)
24"L 26"D 36"H

E) 81032
Pasadena Chair
(white molded plastic
w/ chrome tower base)
27"L 25"D 26"H

F) 81037
Sterling Chair
(gray fabric)
33"L 33.5"D 32"H

Group Seating

Lounges

Carefully designed lounges deliver a safe and effective setting for casual and relaxed connections. The strategic placement of other furniture pieces—like coffee tables, room dividers, and large plants—helps to maintain order and preserve social distancing protocols while delivering comfortable and safe networking.

ZENITH

A) 810851 Chair
(white, chrome)
18.25"L 22"D 32"H

**B) 820241
Madison Hydraulic
Café Table**
(chrome base, gray
acajou top)
30"RND 29"H



LAGUNA

C) 810861 Chair
(maple, chrome)
18"L 19"D 34"H

**D) 8201223
Round Café Table**
(white laminate top,
chrome hydraulic base)
30" RND 29"H



MALBA

20"L 20"D 32"H
A) 810131 Chair (gray)
B) 810130 Chair (green)



MARINA

17.5"L 19.5"D 35"H
A) 810164 (white vinyl)
B) 810160 (black vinyl)
C) 810161 (brown fabric)
D) 810162 (ocean blue fabric)
E) 810163 (red fabric)



Styles & Shapes



**A) 810846
Christopher Chair**
(white vinyl, chrome)
17"L 19"D 35"H

**B) 810841
Rustique Chair w/arms**
(gunmetal)
20"L 18"D 31"H

**C) 81093
Lucent Chair**
(frosted, acrylic)
19.5"L 19.75"D 32.5"H

**D) 71089
Diamond Side Chair**
(black)
21"W X 23"L X 32"H

**E) 71090
Diamond Arm Chair**
(black)
20"W X 21"L X 33"H

**F) 810837
Razor Armless Chair**
(white)
15.38"L 15.5"D 30.5"H

**G) 81083
Blade Chair**
(sky blue)
20.5"L 19"D 30.5"H

**H) 81082
Blade Chair**
(red)
20.5"L 19"D 30.5"H

Mix & Match

Create the ultimate seating configuration. Choose from a variety of shapes and sizes to design the perfect look.

I) 210108 LIMERICK® Chair BY HERMAN MILLER™
(gray) 18"W X 17.75"L X 33"H

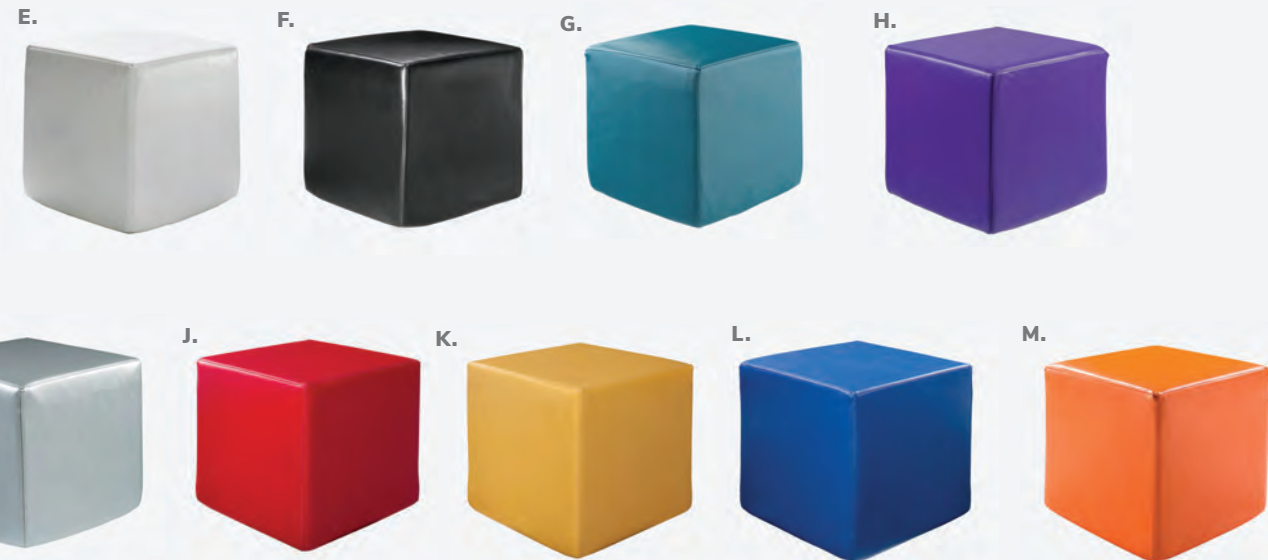


Ottomans

Vibe Cube

18"L 18"D 18"H

- A) 81535 (citrus green vinyl)
- B) 81537 (spice orange vinyl)
- C) 81538 (desert rose vinyl)
- D) 81536 (taupe vinyl)
- E) 81531 (white vinyl)
- F) 81530 (black vinyl)
- G) 81532 (steel blue vinyl)
- H) 81534 (purple vinyl)
- I) 81533 (silver vinyl)
- J) 81519 (red vinyl)
- K) 81517 (yellow vinyl)
- L) 81518 (blue vinyl)
- M) 81525 (orange vinyl)



Beverly Bench Ottomans



- Beverly Bench**
60"L 20"D 18"H
- A) 81556 (white vinyl)
 - B) 81550 (black vinyl)
 - C) 81552 (gray fabric)
 - D) 81555 (red fabric)
 - E) 81554 (ocean blue fabric)
 - F) 81553 (linen fabric)
 - G) 81551 (brown fabric)

Styles & Shapes



- ENDLESS Square**
34"L 34"D 15"H
- A) 815123 (black)
 - B) 815122 (white)
- ENDLESS Curved**
60.5"L 37.5"D 15"H
- C) 815952 (black)
 - D) 815953 (white)



- E) 82074
Regis Bench
(brushed metal)
47"L 15.5"D 16"H

Ottomans

Beverly Small Bench Ottomans

30"L 20"D 18"H

- A) 81567 (orange fabric)
- B) 81563 (olive green fabric)
- C) 81569 (white vinyl)
- D) 81560 (black vinyl)
- E) 81561 (ocean blue fabric)
- F) 81562 (brown fabric)
- G) 81564 (gray fabric)
- H) 81565 (linen fabric)
- I) 81566 (lavender fabric)
- J) 81568 (red fabric)
- K) 81570 (yellow fabric)



Marche Swivel Ottomans



Marche Swivel Ottomans

17" RND 18"H

- A) 815150 (white vinyl)
- B) 815154 (red fabric)
- C) 81539 (Ivory Faux Sheep Fur)
- D) 815158 (pear yellow fabric)
- E) 815156 (plum fabric)
- F) 815159 (blue fabric)
- G) 815151 (gray fabric)
- H) 815155 (rose quartz fabric)
- I) 815152 (linen fabric)
- J) 815153 (raspberry fabric)
- K) 815157 (meadow green fabric)
- L) 815160 (orange fabric)
- M) 81543 (black vinyl)
- N) 81540 (forest green vinyl)
- O) 81541 (teal velvet)
- P) 81542 (distressed brown vinyl)

Accent Tables

Tables and Meeting Rooms

When you want to facilitate more in-depth conversations and provide work surfaces, be sure to use appropriately-sized tables. As always, create generous aisleways between meetings spaces; this will help individuals feel comfortable networking.



MESA

A) 820135 End Table
20.5"RND 21.25"H (wood top, bronze)
B) 820132 Cocktail Table
32.25"RND 17.25"H (wood top, bronze)

C) 820134 End Table
24"RND 21.25"H (glass top, bronze)
D) 820131 Cocktail Table
36"RND 17.25"H (glass top, bronze)

E) 820133 End Table
20.5"RND 21.25"H (black top, bronze)
F) 820130 Cocktail Table
32.25"RND 17.25"H (black top, bronze)

Styles & Shapes



ALONDRA

Cocktail Table
47"L 24"D 16"H
A) 820250 (glass, chrome)
B) 820251 (wood, chrome)

End Table
20"L 20"D 20"H
C) 820252 (glass, chrome)
D) 820253 (wood, chrome)

GEO

Cocktail Table
50"L 22"D 16"H
A) 82034 (glass, chrome)
B) 82027 (wood, black)

End Table
26"L 26"D 20"H
C) 82035 (glass, chrome)
D) 82028 (wood, black)

Accent Tables

Tables and Meeting Rooms

TAOS SIDE TABLES

15.75"L 15.75"D 24"H

- A) 820322**
(white top, bronze)
- B) 820320**
(black top, bronze)
- C) 820321**
(wood top, bronze)



SEDONA SIDE TABLE

15.75"L 15.75"D 24"H

- D) 820312**
(white top, bronze)
- E) 820310**
(black top, bronze)
- F) 820311**
(wood top, bronze)



Styles & Shapes



Available in Power

SYDNEY

- Cocktail Tables**
(brushed steel)
48"L 26"D 18"H
- A) 82053** (white)
82073 (powered)
 - B) 82052** (black)
82076 (powered)
 - C) 82077** (blue)
 - D) 82078** (wood)

- End Tables**
27"L 23"D 22"H
- E) 82055** (white)
 - F) 82054** (black)
 - G) 82079** (blue)
 - H) 82080** (wood)

REGIS

- (brushed metal)
- I) 82074 Bench Table**
47"L 15.5"D 16"H
 - J) 82075 End Table**
16"L 15.5"D 16.5"H

SILVERADO

- (glass, chrome)
- K) 82015 End Table**
24" RND 22"H
 - L) 82014 Cocktail Table**
36" RND 17"H

WIRELESS

- M) Charging Table, Powered**
N) 820710
(white, AC plug-in)
20"L 20"D 18"H

AURA

- Round Table**
N) 820844
(white metal)
15" Round 22"H

Café Tables



A) 820940 Blue Hydraulic Café Table
(chrome base, blue top) 30" RND 29"H
B) 810131 Malba Chair
(gray) 20"L 20"D 32"H



A) 820241 Madison Hydraulic Café Table
(chrome base, gray acajou top) 30" RND 29"H
B) 810130 Malba Chair
(green) 20"L 20"D 32"H

85030 7' Boxwood Hedge
36.5"L 12"D 84"H



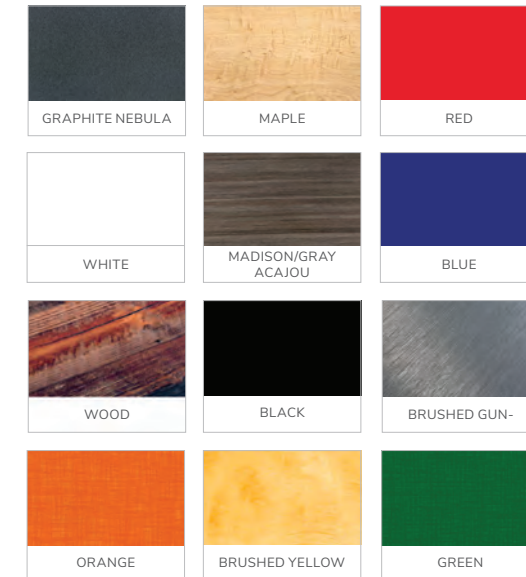
30" Round Café Table
A) 820941 Standard Black Base (blue top) 30" RND 29"H
B) 81093 Lucent Chair (frosted, acrylic) 19.5"L 19.75"D 32.5"H



A) 8201233 Hydraulic Cafe Table
(orange top, chrome) 30" RND 29"H
B) 810861 Laguna Chair
(maple, chrome) 18"L 19"D 34"H

Customize and Create

Choose your base, black or chrome, then pick a color that suits your design.



Café Tables Standard Black Base 30" RND 29"H

A) 8201220 (white)
also available
820265 (Madison/gray acajou)
820941 (blue)
820943 (wood)
8201236 (black)
8201235 (brushed gunmetal)
8201239 (brushed yellow)
8201237 (green)
8201238 (orange)

36" RND 29"H
8201243 (black)

Café Tables Hydraulic Chrome Base 30" RND 29"H

B) 820923 (graphite nebula)
also available
8201208 (maple)
820921 (red)
820940 (blue)
820942 (wood)
8201223 (white)
8201231 (black)
8201230 (brushed gunmetal)
8201234 (brushed yellow)
8201232 (green)
8201233 (orange)

36" RND 29"H
820126 (white)
8201209 (graphite nebula)
8201206 (maple)
8201242 (black)

Mix & Match

Create your look. Choose from a wide variety of tables and seating options.



C) 72063 Chelsea Butcher Block-Top Café Table
(oak) 30" RND 30"H
also available
72064 36" RND 30"H

D) 810164 Marina Chair
(white vinyl) 17.5"L 19.5"D 35"H

E) 72069 Soho Black-Top Café Table
(black) 24" RND 30"H
also available
72067 36" RND 30"H | **72066** 18" RND 18"H

F) 81082 Blade Chair
(red) 20.5"L 19"D 30.5"H



Bar Tables

A) 8201222 30" Round Bar Table
(white top, chrome hydraulic base) 30" RND 45"H
B) 81080 Blade Barstool (red) 20.5"L 20.125"D 40.5"H



C) 8201226 Rustique Square Metal Bar Table
(gunmetal) 23.75"L 23.75"D 41.25"H
D) 810839 Rustique Barstool
(gunmetal) 13"L 13"D 30"H



E) 820930 30" Round Bar Table
(blue top, chrome hydraulic base) 30" RND 45"H
F) 810860 Laguna Barstool (maple, chrome) 18"L 20"D 47"H

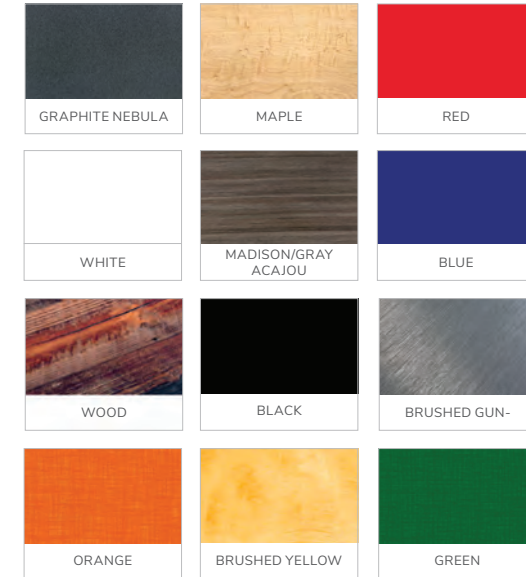


G) 820240 30" Round Bar Table w/ Hydraulic Chrome Base
(Madison/gray acajou) 30" RND 45"H
H) 810848 Christopher Barstool (white vinyl, chrome) 19"L 15"D 41"H



Customize and Create

Choose your base, black or chrome, then pick a color that suits your design.



Bar Tables Standard Black Base 30" RND 42"H

A) 8201221 (white)
820919 (brushed yellow)
also available
820264
(Madison/gray acajou)
820915 (brushed gunmetal)
820916 (black)
820917 (green)
820918 (orange)
820931 (blue)
820933 (wood)

36" RND 42"H
8201241 (black)

Bar Tables Hydraulic Chrome Base 30" RND 45"H

C) 820920 (red)
also available
8201207 (maple)
820922
(graphite nebula)
820910 (brushed gunmetal)
820911 (black)
820912 (green)
820913 (orange)
820914 (brushed yellow)
820930 (blue)
820932 (wood)
8201236 (black)

36" RND 45"H
820125 (white)
8201211 (graphite nebula)
8201205 (maple)
8201240 (black)

Style & Design

Choose from a variety of table top colors and styles for the perfect look.



C) 720163 Chelsea Butcher Block-Top Bistro Table
(oak) 30" RND 42"H
also available
720164 36" RND 42"H

D) 81092 Lucent Barstool
(frosted, acrylic) 22"L 22.5"D 45.5"H

E) 72070 Soho Black-Top Bistro Table
(black) 24" RND 42"H
also available
72068 36" RND 42"H

F) 810840 Zoey Barstools
(white, chrome)
15"L 16"D 30-34.75"H



Barstools

LIFT Barstools

- 15" RND 23-33.5"H
A) 810870 (white vinyl)
B) 810873 (red vinyl)
C) 810871 (black vinyl)
D) 810872 (gray vinyl)



Marina Barstools



Marina Barstools
21" L17.5"D41.5"H

- A) 81026 (ocean blue fabric)
B) 81028 (brown fabric)
C) 81029 (red fabric)
D) 81030 (white vinyl)
E) 81027 (black vinyl)

All frames brushed metal.

Barstools

Mix & Match

A) 810840
Zoey Barstools
 (white, chrome)
 15"L 16"D 30-34.75"H

Banana Barstools
 21"L 22"D 41.75"H
B) 810104 (black, chrome)
C) 810103 (white, chrome)

D) 810848
Christopher Barstool
 (white vinyl, chrome)
 19"L 15"D 41"H

E) 810202
Shark Barstool
 (white, chrome)
 22"L 19"D 34-44"H

F) 810850
Zenith Barstool
 (white, chrome)
 19"L 20"D 44"H

G) 81092
Lucent Barstool
 (frosted, acrylic)
 22"L 22.5"D 45.5"H



210109 LIMERICK®
Stool BY HERMAN MILLER™
 (white) 18" X 17.75"L X 44"H



720163
Butcher Block-Top Bistro
 (oak) 30"L RND 42"H
 also available
720164 36" RND 42"H

Barstools Styles & Shapes



H) 810860
Laguna Barstool
 (maple, chrome)
 18"L 20"D 47"H

Blade Barstool
 20.5"L 20.125"D 40.5"H
I) 81080 (red)
J) 81081 (sky blue)

K) 71088
Black Diamond Stool
 (black) 22"W X 18"L X 46"H

L) 810839
Rustique Barstool
 (gunmetal)
 13"L 13"D 30"H

Conference Tables

42" Round Conference Table

42"RND 29"H
A) 820708 (white laminate)
B) 820260 (Madison/gray acajou)
C) 8201244 (black top, black)



Atomic Round Tables
 (glass, chrome)
8201225 42" RND 30"H
8201224 36" RND 30"H

Pro Executive Mid Back Chair
 24"L 22"D 40"H
A) 810945 (white vinyl)
B) 810944 (black vinyl)
 Adjustable height



Geo Tables



Geo Rectangular Tables
 60"L 36"D 29"H
E) 82041 (glass, black)
F) 82051 (glass, chrome)

Geo Rounded Square Tables
 42"L 42"D 29"H
G) 82044 (glass, chrome)
H) 82043 (glass, black)

Work Space



I) 820706 Work Table
 (white laminate, white)
 48"L 24"D 30"H

Conference Tables

Madison

(Madison/gray acajou)
A) 820261 5' Table
 60"L 48"D 29"H

B) 820262 8' Table
 96"L 60"D 29"H

C) 820263 10' Table
 120"L 48"D 29"H



810175 Genesis Chair
 (black fabric, black)
 27.5"L 27.5"D 40-43.5"H Adjustable.

Black Rectangular Conference Table



810170 Cupertino Mid Back Chair
 (black vinyl, chrome)
 27"L 30.5"D 40-43"H Adjustable.

Black Rectangular Conference Table
 (black top, silver)

A) 8203 5' Table
 60"L 48"D 29"H
8204 Powered

B) 8205 8' Table
 96"L 48"D 29"H
8206 Powered

C) 8201 10' Table
 120"L 48"D 29"H
8202 Powered

Executive Seating

Pro Executive High Back Chair

25"L 24"D 48"H
A) 810844 (white vinyl)
B) 810946 (black vinyl)
 Adjustable height



Cupertino Mid Back Chair

A) 810170 (black vinyl, chrome) 27"L 30.5"D 40-43"H Adjustable.

Genesis Chair

B) 810175 (black fabric, black) 27.5"L 27.5"D 40-43.5"H Adjustable.

Pro Executive Mid Back Chair

24"L 22"D 40"H
A) 810945 (white vinyl)
B) 810944 (black vinyl)
 Adjustable height



Pro Executive Guest Chair

24"L 22"D 36"H
810947 (black vinyl)



Task Stool

810135
 (black fabric)
 27.5"L 27.5"D 32.75"-40.25"H
 Adjustable height



Communal and Powered Tables

Choose from a variety of powered, solid or grommet hole table tops.

Table Top Options



Colors not available in all table options. Please check options listed to the right.

Denotes AC and USB charging outlets



POWERED
DETAIL

Bar Tables



810860
Laguna Barstool
 (maple, chrome)
 18"L 20"D 47"H

Ventura Powered Bar Tables

(silver frame)
 72.25"L 26.25"D 42"H

A) 820950 (black top)
B) 820955 (white top)

Ventura Communal Bar Tables

(silver frame)
 72.25"L 26.25"D 42"H

Maple Top
B) 820954 (solid)
820951 (grommets)

White Top
C) 820953 (grommets)
820956 (solid)

Black Top
820952 (solid)

Café Tables



Ventura Powered Café Tables

(silver frame)
 72.25"L 26.25"D 30"H

A) 820964 (black top)
B) 820965 (white top)

Ventura Communal Café Tables

(silver frame)
 72.25"L 26.25"D 30"H

Maple Top
C) 820963 (solid)
820960 (grommets)

White Top
D) 820961 (grommets)
820966 (solid)

Black Top
E) 820962 (solid)

Please Note: Customer is responsible for providing labor and an electrical power source to the furniture. One 110V power source is required for each charging panel. Two charging units can be daisy chained together. 10A max per charging panel.

Office Essentials



A.
DESK BACK

B.



DESK FRONT

MADISON

A) 84075 Madison Executive Desk
(gray acajou) 60"L 30"D 29"H

B) 810844 Pro Executive High Back Chair
(white classic vinyl) 25"L 24"D 48"H Adjustable

Tech Powered Desk




A.

C.

B.



Please Note: Customer is responsible for providing labor and an electrical power source to the furniture. One 110V power source is required for each charging panel. Two charging units can be daisy chained together. 10A max per charging panel.

Denotes AC and USB charging outlets 

A) 84083 Tech Desk, Powered, w/ 3 Drawer File Cabinet
(black metal, laminate)
60"L 30"D 30"H

B) 84084 Tech Desk, Powered
(black metal, laminate)
60"L 30"D 30"H

C) 84080 3 Drawer File Cabinet on Castors
(black metal, laminate)
16"L 20"D 28"H

Lighting & Shelving



A.

B.



C.



D.

ACCENT LAMPS

Mason Lamps
(brushed silver)

A) 850708 Floor Lamp
18" RND 55"H


B) 850707 Table Lamp
16" RND 26"H

SHELVING

C) 85020 Posh Shelving
(chrome, acrylic)
36"L 18"D 72"H


D) 84078 Madison Bookcase
(gray acajou)
36"L 12"D 72"H

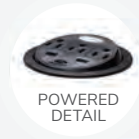
Show Essentials

Denotes AC and USB charging outlets 

Midtown Powered Counter

Metallic pewter gray curved counter with taupe-colored glass top features two AC outlets, three USB charging outlets, locking storage cabinet and two shelves.

 **Midtown Powered Counter**
60"L 18"D 42"H (pewter/glass)
850103 (unlighted)
850102 (lighted with plug-in)



85030
7' Boxwood Hedge
36.5"L 12"D 84"H



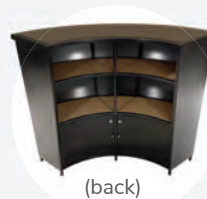
810860
Laguna Barstool
(maple, chrome)
18"L 20"D 47"H

Midtown Bar

Metallic pewter gray curved bar with taupe-colored glass top features locking cabinet for storage and two shelves.

Midtown Bar
60"L 18"D 42"H (pewter)
A) 850101 (unlighted)
B) 850100 (lighted with plug-in)

C) 810840 Zoey Barstools
(white, chrome)
15"L 16"D 30-34.75"H



Please Note: Customer is responsible for providing labor and an electrical power source to the furniture. One 110V power source is required for each charging panel. Two charging units can be daisy chained together. 10A max per charging panel.

Product Display Counter



A) 72056
Display Counter
(black)
24"W X 49"L X 42"H

B) 210109
LIMERICK® Stool
BY HERMAN MILLER™
(white)
18" X 17.75"L X 44"H

Please Note: Customer is responsible for providing labor and an electrical power source to the furniture. One 110V power source is required for each charging panel. Two charging units can be daisy chained together. 10A max per charging panel.

Show Essentials

Greenery and Dividers

Metallic pewter gray curved counter with taupe-colored glass top features two AC outlets, three USB charging outlets, locking storage cabinet and two shelves.

HEDGE

- A) 85030
7' Boxwood Hedge
36.5"L 12"D 84"H
- B) 85035
4' Boxwood Hedge
46"L 9"D 47"H



Miramar Dividers



A.



- B) 820930
30" Round Bar Table
(blue top, chrome hydraulic base)
30" RND 45"H
- C) 810860 Laguna Barstool
(maple, chrome)
18"L 20"D 47"H



D.



E.

F.

Miramar Dividers
(molded plastic)
A) 85040 (white)
Vertical: 63"L 23"D 83"H
Horizontal: 83"L 23"D 63"H

Miramar Dividers
(molded plastic)
D) 85043 (harvest yellow)
E) 85042 (burgundy)
F) 85041 (gray)
Vertical: 63"L 23"D 83"H
Horizontal: 83"L 23"D 63"H

Show Essentials

Product Kiosk & Display

A) 75032
Display Cube—Large
 (black)
 24"W X 24"L X 42"H

B) 75031
Display Cube—Medium
 (black)
 18"W X 18"L X 36"H

C) 75030
Display Cube—Small
 (black)
 12"W X 12"L X 42"H



Stanchions & Signage

A) 220121
Chrome Stanchion
 w/ 8' Retractable Belt
 (black, belt) 42"H

B) 220118
Chrome Sign Holder
 (sign holds)
 22"W X 28"H



Draped or Undraped Tables & Counters

Table Drape Colors



Visit us at freeman.com/store to view full product line and place order.



Sizing Chart*

24"D X 30"H | Tables Draped

124330	Tables Draped	3'L x 24"D x 30"H
124430	Tables Draped	4'L x 24"D x 30"H
124630	Tables Draped	6'L x 24"D x 30"H
124830	Tables Draped	8'L x 24"D x 30"H

24"D X 30"H | Tables Undraped

125330	Tables Undraped	3'L x 24"D x 30"H
125430	Tables Undraped	4'L x 24"D x 30"H
125630	Tables Undraped	6'L x 24"D x 30"H
125830	Tables Undraped	8'L x 24"D x 30"H

24"D X 42"H | Counter Draped

124342	Counter Draped	3'L x 24"D x 42"H
124442	Counter Draped	4'L x 24"D x 42"H
124642	Counter Draped	6'L x 24"D x 42"H
124842	Counter Draped	8'L x 24"D x 42"H

24"D X 42"H | Counter Undraped

125342	Counter Undraped	3'L x 24"D x 42"H
125442	Counter Undraped	4'L x 24"D x 42"H
125642	Counter Undraped	6'L x 24"D x 42"H
125842	Counter Undraped	8'L x 24"D x 42"H

4th Side | Table Draped 30"

12404630	Drape Table 4th Side	6' X 30"
12404830	Drape Table 4th Side	8' X 30"

4th Side | Table Draped 42"

12404642	Drape Table 4th Side	6' X 42"
12404842	Drape Table 4th Side	8' X 42"

Show Essentials

Storage



750136
Flat Literature Rack
(black)
10"W X 55"H



750135
Round Literature Rack
(black)
17"W X 17"L X 57"H

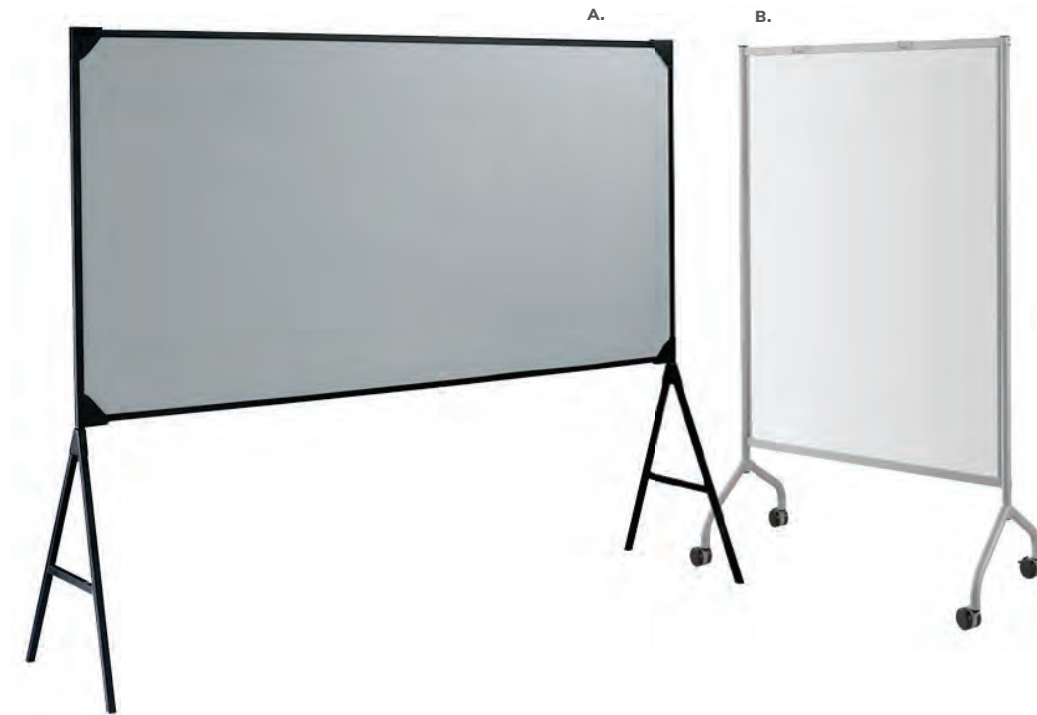
8503001
Large Refrigerator
(white) 14.0 cubic feet
28"W X 28"L X 64"H



84080
3 Drawer File Cabinet
on Castors
(black metal, laminate)
16"L 20"D 28"H



Office Accessories



A) 10201484
Floor Standing
Bulletin Board
(white laminate, black)
48"W X 96"L X 78"H

B) 84050
Mobile White Board
(white laminate, white)
48"L 24"D 30"H



C) 220110
Chrome Bag Rack
(3" at center)
1"W X 41"H X 26"W

D) 220109
Chrome Coat Tree
(21"w at the base)
8 1/4"W X 69 1/2"H

E) 220134
Brushed
Aluminum Easel
(open 5 1/4"W X 64 1/4"H)
26"W X 62"H

F) 220106
Corrugated
Wastebasket
(black)

Strategic planning with health & safety in mind

Health & Safety are the top priorities as we consider new designs and ways to connect. When those are clearly emphasized on the show floor, attendees will feel more confident re-engaging.

Together, let's imagine what this new experience will look like - based on both what is possible and realistic. Some recommendations may be new to you. Some, not. To get you started, our top five recommendations include

In all cases, we've put considerable thought into them.

[Click to learn more detailed, interactive, printable checklist.](#)

Freeman® top five health & safety Recommendations include:

1. Strategize your audience approach
2. Re-imagine your booth design.
3. Evaluate a hybrid booth approach
4. Create safe networking opportunities during the show
5. Stay connected to your audience post-show

[Learn More](#)

Health & Safety

Safety Dividers

Freeman, offers a complete collection of uniquely designed and safe selling environments that are clean, comfortable, and give your clients peace of mind.

Personalize here

85051 Freestanding Divider
(silver, clear) 39"L 9"D 72"H

Also available in opaque and personalization available.

- 85052 Divider Single Sided Graphic
- 85053 Divider Single-Sided Graphic
- 85090 Divider Double-Sided Graphic



85064 Flag Pole Divider
(silver, clear) 34"L 11"W 47-74"H

Also available in opaque and personalization available.



85055 Freestanding Wall Plus
(silver, clear) 40"L 9"D 72"H

Also available in opaque and personalization available.

- 85056 Panel Single-Sided Graphic
- 85057 Panel Single-Sided Graphic
- 85058 Panel Double-Sided Graphic

85054 Freestanding Corner
(silver, clear) 39"L 39"D 72"H

Also available in opaque and personalization available.



85091 Freestanding White Board
(silver, clear) 40"L 9"D 72"H

Also available in opaque and personalization available.



A) Atomic Round Tables
(glass, chrome)
8201225 42" RND 30"H
8201224 36" RND 30"H

B) 810944 Pro Executive Mid Back Chair
(black vinyl)
24"L 22"D 40"H
Adjustable height

Please Note:

Safety dividers also available in opaque finish. Graphics and branding options also available. View those options [here](#) and learn more about our SafeConnect Promise on [Freeman.com](#)

Health & Safety

Greenery and Dividers

Keep it Green. Life-like greenery is an easy yet sophisticated way to bridge the distance between seats for a warmer, organic environment.

20'x20' Midtown, Greenery Booth

- Midtown Bar | pg 46
- Dividers | pg 59
- Accent Chair | pg 16
- Bar Tables | pg 7
- Barstools | pg 33
- Greenery | pg 48



85030
7' Boxwood Hedge
36.5"L 12"D 84"H

85035
4' Boxwood Hedge
46"L 9"D 47"H



85050 Clear Divider Bar Counter
(silver, clear) 48-70"L 12"W 31.5"H

Also available in opaque and personalization available.

- 85080 Divider with Header Graphic
- 85083 Divider with Front Panel Graphic
- 85081 Divider with Side Panel Graphic
- 85082 Divider with Header and Side Panel Graphic
- 85084 Divider with Front and Side Graphics



Personalize here



Miramar Dividers
(molded plastic)
A) 85043 (white)
Also available in the following colors.
See page 47.
85043 (harvest yellow)
85042 (burgundy)
85041 (gray)
Vertical: 63"L 23"D 83"H
Horizontal: 83"L 23"D 63"H



B) 8201233
Hydraulic Cafe Table
(orange top, chrome)
30" RND 29"H

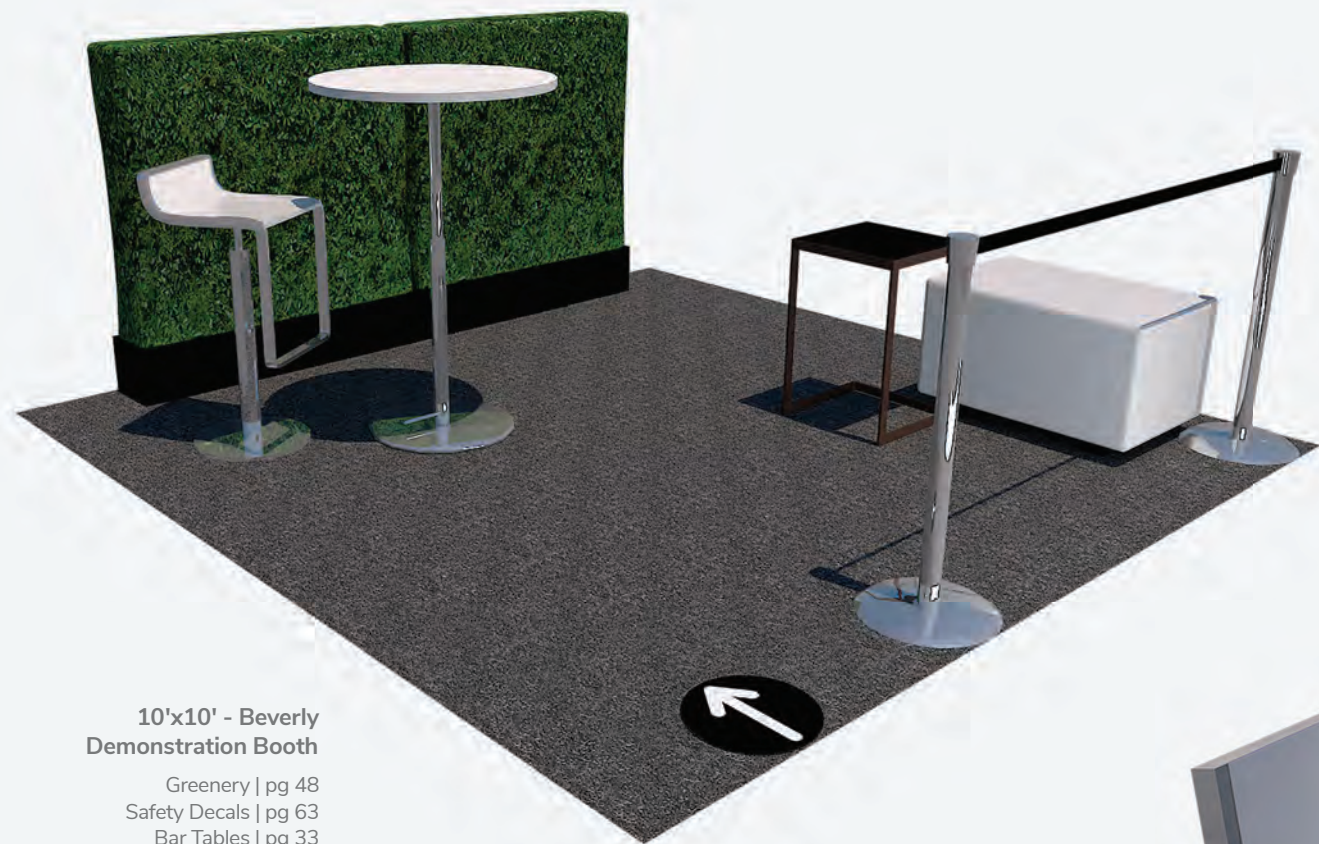
C) 810861
Laguna Chair
(maple, chrome)
18"L 19"D 34"H

Please Note:

Safety dividers also available in opaque finish. Graphics and branding options also available. View those options [Here](#) and learn more about our SafeConnect Promise on [Freeman.com](#)

Health & Safety

Stanchions & Booth Design



**10'x10' - Beverly
Demonstration Booth**

- Greenery | pg 48
- Safety Decals | pg 63
- Bar Tables | pg 33
- Barstools | pg 33
- Side Tables | pg 29
- Ottomans | pg 24

Stanchions & Booth Design

Design unique and safe selling environments using stanchions. Create stylish spaces that are comfortable and give your clients peace of mind.



10'x10' - Atherton Conversation Booth

- Greenery | pg 48
- Accent Chairs | pg 16
- Side Tables | pg 29



**220121
Chrome Stanchion
w/ 8' Retractable Belt
(black, belt) 42"H**



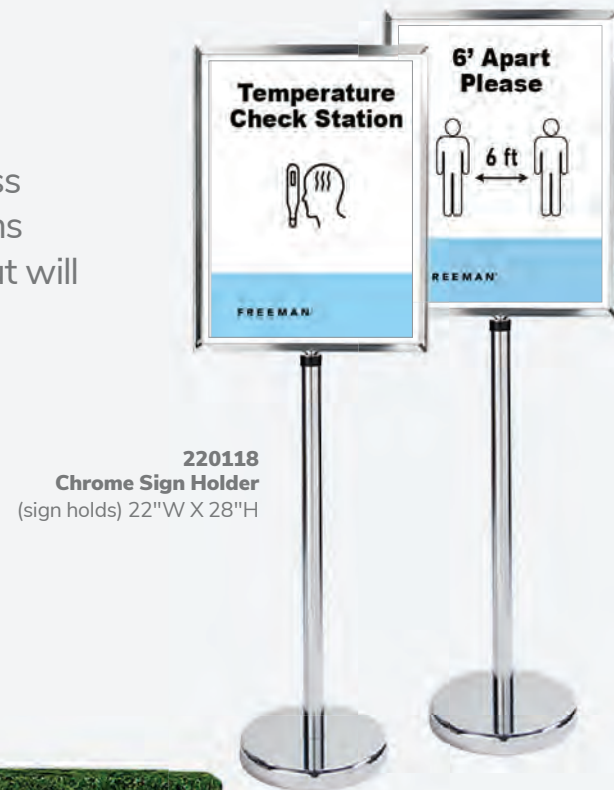
**10'x20' - Wireless Charging
Engagement Booth**

- Bar Tables | pg 32
- Barstools | pg 33
- Charging Tables | pg 11
- Ottomans | pg 22

Health & Safety

Safety & Directional Signage

Please reach out to your Freeman contact to discuss suggested use and options. For additional questions please email healthandsafety@freeman.com Layout will include YOUR logo and basic background color.



220118
Chrome Sign Holder
(sign holds) 22"W X 28"H

10'x10' - Atherton
Conversation Booth

Greenery | pg 48
Accent Chairs | pg 16
Side Tables | pg 29



Safety & Directional Signage

Design your next booth with Freeman safety signage. Choose from select signage or customize with your brand to complete any size space.



A) Masks Required Sign
20303001 22"W X 28"H
20303002 8.5" W X 11"H

B) Temperature Check
Station Sign
20303003 22"W X 28"H
20303004 8.5"W X 11"H

C) If You Are
Experiencing
Symptoms Sign
20303005 22"W X 28"H
20303006 8.5"W X 11"H

D) Practice Social
Distancing Sign
20303007 22"W X 28"H
20303008 8.5"W X 11"H

E) Wash Your Hands Sign
20303009 22"W X 28"H
20303010 8.5"W X 11"H

F) 6' Apart Please Sign
20303011 22"W X 28"H
20303012 8.5"W X 11"H

G) Enter Here Sign
20303013 22"W X 28"H
20303014 8.5"W X 11"H

H) Exit Here Sign
20303015 22"W X 28"H
20303016 8.5"W X 11"H

I) Stand Here
Floor Decal
20303017 12"W X 12"H

J) Directional Arrow
Floor Decal
20303018 18"W X 24"H

Health & Safety

Sanitization Product & Services

Hand Sanitizing Stations

Using hand sanitizer reduces microbial counts and kills many harmful germs that could compromise the health of attendees with the COVID-19 and other viruses. Hand sanitizing stations provide convenient access to hand sanitizer after interactions where they happen.



1510103 Clear Barrier
(plexi, clear) 31.5"W x 36"H

Also available in opaque and personalization available.

1510100 Clear Barrier with graphic

[Personalize here](#)

Please Note:

Safety dividers also available in opaque finish. Graphics and branding options also available. View those options [here](#) and learn more about our SafeConnect Promise on [Freeman.com](#)

FREEMAN

(888) 508-5054 Fax: (469) 621-5604
 ExhibitorSupport@freeman.com



**ONLINE PRICE
 DISCOUNT PRICE
 DEADLINE DATE
 SEPTEMBER 28, 2021**

NAME OF SHOW: **National Hardware Show® / October 21-23, 2021**

COMPANY NAME: _____ BOOTH #: _____

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

Take advantage of the Online price by ordering at www.freeman.com/store by the deadline date.

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
SOFT SEATING						

Naples Group - Black Vinyl						
_____	810119	Chair.....	557.15	612.85	780.00	_____
_____	830120	Loveseat.....	748.45	823.30	1,047.85	_____
_____	830119	Sofa.....	828.45	911.30	1,159.85	_____

Munich Group - Gray Fabric						
_____	810151	Armless Chair.....	603.10	663.40	844.35	_____

Baja Group - White Vinyl						
_____	81050	Chair.....	647.15	711.85	906.00	_____
_____	83020	Loveseat.....	711.90	783.10	996.65	_____
_____	83019	Sofa.....	949.15	1,044.05	1,328.80	_____

Valencia - Velvet						
_____	810180	Chair - Spice Orange.....	448.95	493.85	628.55	_____
_____	83045	Sofa - Coffee Brown.....	674.85	742.35	944.80	_____

Key Largo Group - Black Fabric						
_____	830950	Loveseat.....	588.95	647.85	824.55	_____
_____	830951	Sofa.....	650.20	715.20	910.30	_____
_____	810950	Chair.....	463.85	510.25	649.40	_____

Allegro Group - Blue Fabric						
_____	81019	Chair.....	587.40	646.15	822.35	_____
_____	83015	Sofa.....	937.55	1,031.30	1,312.55	_____

Fairfax Group - White Vinyl						
_____	810949	Chair.....	391.20	430.30	547.70	_____
_____	830949	Sofa.....	625.00	687.50	875.00	_____

Palm Beach - White Vinyl						
_____	83040	Sofa.....	770.60	847.65	1,078.85	_____

Sterling Group - Gray Fabric						
_____	81037	Chair.....	1,025.00	1,127.50	1,435.00	_____
_____	8309	Sofa.....	1,530.00	1,683.00	2,142.00	_____

CASUAL SEATING						
Ottomans						
_____	815122	Endless Square - White Vinyl.....	357.95	393.75	501.15	_____
_____	815123	Endless Square - Black Vinyl.....	357.95	393.75	501.15	_____
_____	815953	Endless Curve - White Vinyl.....	484.60	533.05	678.45	_____
_____	815952	Endless Curve - Black Vinyl.....	484.60	533.05	678.45	_____
_____	81518	Vibe Cube - Blue Vinyl.....	167.00	183.70	233.80	_____
_____	81519	Vibe Cube - Red Vinyl.....	167.00	183.70	233.80	_____
_____	81525	Vibe Cube - Orange Vinyl.....	167.00	183.70	233.80	_____
_____	81517	Vibe Cube - Yellow Vinyl.....	167.00	183.70	233.80	_____
_____	81530	Vibe Cube - Black Vinyl.....	167.00	183.70	233.80	_____
_____	81531	Vibe Cube - White Vinyl.....	167.00	183.70	233.80	_____
_____	81532	Vibe Cube - Steel Blue Vinyl.....	167.00	183.70	233.80	_____

NAME OF SHOW: **National Hardware Show® / October 21-23, 2021**

COMPANY NAME: _____ BOOTH #: _____

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E-MAIL ADDRESS : _____

Take advantage of the Online price by ordering at www.freeman.com/store by the deadline date.

furnishings

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
Ottomans (continued)						
_____	81533	Vibe Cube - Silver Vinyl.....	167.00	183.70	233.80	_____
_____	81534	Vibe Cube - Purple Vinyl.....	167.00	183.70	233.80	_____
_____	81535	Vibe Cube -Citrus Green Vinyl.....	167.00	183.70	233.80	_____
_____	81536	Vibe Cube - Taupe Vinyl.....	167.00	183.70	233.80	_____
_____	81537	Vibe Cube - Spice Orange Vinyl.....	167.00	183.70	233.80	_____
_____	81538	Vibe Cube - Desert Rose Vinyl.....	167.00	183.70	233.80	_____
_____	815151	Marche Swivel - Gray Fabric.....	256.20	281.80	358.70	_____
_____	815154	Marche Swivel - Red Fabric.....	256.20	281.80	358.70	_____
_____	815159	Marche Swivel - Blue Fabric.....	256.20	281.80	358.70	_____
_____	815152	Marche Swivel - Linen Fabric.....	256.20	281.80	358.70	_____
_____	815157	Marche Swivel - Meadow Green Fabric.....	256.20	281.80	358.70	_____
_____	815158	Marche Swivel - Pear Yellow Fabric.....	256.20	281.80	358.70	_____
_____	815156	Marche Swivel - Plum Fabric.....	256.20	281.80	358.70	_____
_____	815153	Marche Swivel - Raspberry Fabric.....	256.20	281.80	358.70	_____
_____	815155	Marche Swivel - Rose Quartz Fabric.....	256.20	281.80	358.70	_____
_____	815150	Marche Swivel - White Vinyl.....	256.20	281.80	358.70	_____
_____	815160	Marche Swivel - Orange Fabric.....	248.75	273.65	348.25	_____
_____	81540	Marche Swivel - Forest Green Vinyl.....	256.20	281.80	358.70	_____
_____	81541	Marche Swivel - Teal Velvet.....	256.20	281.80	358.70	_____
_____	81542	Marche Swivel - Distressed Brown Vinyl.....	256.20	281.80	358.70	_____
_____	81543	Marche Swivel - Black Vinyl.....	256.20	281.80	358.70	_____
_____	81539	Marche Swivel - Ivory Faux Sheep Fur.....	256.20	281.80	358.70	_____
Beverly Bench Ottomans						
_____	81550	Black Vinyl.....	512.70	563.95	717.80	_____
_____	81551	Brown Fabric.....	512.70	563.95	717.80	_____
_____	81552	Gray Fabric.....	512.70	563.95	717.80	_____
_____	81553	Linen Fabric.....	512.70	563.95	717.80	_____
_____	81554	Ocean Blue Fabric.....	512.70	563.95	717.80	_____
_____	81555	Red Fabric.....	512.70	563.95	717.80	_____
_____	81556	White Vinyl.....	512.70	563.95	717.80	_____
Beverly Small Bench Ottomans						
_____	81560	Black Vinyl.....	477.50	525.25	668.50	_____
_____	81561	Blue Fabric.....	477.50	525.25	668.50	_____
_____	81562	Brown Fabric.....	477.50	525.25	668.50	_____
_____	81563	Green Fabric.....	477.50	525.25	668.50	_____
_____	81565	Linen Fabric.....	477.50	525.25	668.50	_____
_____	81568	Red Fabric.....	477.50	525.25	668.50	_____
_____	81569	White Vinyl.....	477.50	525.25	668.50	_____
_____	81566	Lavender Fabric.....	477.50	525.25	668.50	_____
_____	81567	Orange Fabric.....	477.50	525.25	668.50	_____
_____	81564	Gray Fabric.....	477.50	525.25	668.50	_____
_____	81570	Yellow Fabric.....	477.50	525.25	668.50	_____
Accent Chairs						
_____	71089	Black Diamond Side Chair.....	117.70	129.45	164.80	_____
_____	71090	Black Diamond Arm Chair.....	148.80	163.70	208.30	_____
_____	810861	Laguna Chair - Maple/Chrome.....	157.80	173.60	220.90	_____
_____	210108	Limerick® Chair by Herman Miller.....	78.05	85.85	109.25	_____

NAME OF SHOW: **National Hardware Show® / October 21-23, 2021**

COMPANY NAME: _____ BOOTH #: _____

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

Take advantage of the Online price by ordering at www.freeman.com/store by the deadline date.

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
Accent Chairs (continued)						
	810816	Madrid Chair - White Vinyl/Chrome.....	949.45	1,044.40	1,329.25	_____
	810948	Meeting Chair - White Vinyl.....	321.25	353.40	449.75	_____
	810164	Marina Chair - White Vinyl.....	165.55	182.10	231.75	_____
	810160	Marina Chair - Black Vinyl.....	165.55	182.10	231.75	_____
	810161	Marina Chair - Brown Fabric.....	165.55	182.10	231.75	_____
	810162	Marina Chair - Ocean Blue Fabric.....	165.55	182.10	231.75	_____
	810163	Marina Chair - Red Fabric.....	165.55	182.10	231.75	_____
	810131	Malba Chair - Gray Molded Plastic.....	114.05	125.45	159.65	_____
	810130	Malba Chair - Green Molded Plastic.....	111.40	122.55	155.95	_____
	810846	Christopher Chair - White Vinyl/Chrome.....	141.35	155.50	197.90	_____
	810851	Zenith Chair - White/Chrome.....	178.75	196.65	250.25	_____
	810841	Rustique Chair - Gunmetal.....	141.35	155.50	197.90	_____
	810837	Razor Armless Chair - White High Density Plastic.....	65.40	71.95	91.55	_____
	810875	Swanson Swivel Chair - White Vinyl.....	303.40	333.75	424.75	_____
	81083	Blade Chair - Sky Blue.....	91.40	100.55	127.95	_____
	81082	Blade Chair - Red.....	91.40	100.55	127.95	_____
	81093	Lucent Chair - Frosted Acrylic.....	229.95	252.95	321.95	_____
	810145	Wentworth Chair - Brown Vinyl.....	294.05	323.45	411.65	_____
	81024	Atherton Chair - Brown Leather.....	915.00	1,006.50	1,281.00	_____
	81034	Bowery Chair - Yellow Fabric.....	635.00	698.50	889.00	_____
	81035	Century Chair - Gray Velvet.....	615.00	676.50	861.00	_____
	81036	Lena Chair - Green Leather.....	775.00	852.50	1,085.00	_____
	81031	Montreal Chair - Blue Fabric.....	712.50	783.75	997.50	_____
	81032	Pasadena Chair - White Plastic.....	397.50	437.25	556.50	_____
	81038	Tech Chair - Gray Vinyl.....	472.50	519.75	661.50	_____
	81039	Tech Tablet Chair - Gray Vinyl.....	472.50	519.75	661.50	_____
Executive Seating						
	71046	Gray Gaslift Chair With Arms.....	N/A	N/A	N/A	_____
	71045	Gray Gaslift Chair Without Arms.....	216.35	238.00	302.90	_____
	810874	La Brea Swivel Chair - Charcoal Gray Fabric.....	357.95	393.75	501.15	_____
	810175	Genesis Chair - Black.....	486.20	534.80	680.70	_____
	810844	Pro Executive High Back Chair - White Vinyl.....	318.90	350.80	446.45	_____
	810946	Pro Executive High Back Chair - Black Vinyl.....	321.25	353.40	449.75	_____
	810945	Pro Executive Mid Back Chair - White Vinyl.....	398.85	438.75	558.40	_____
	810944	Pro Executive Mid Back Chair - Black Vinyl.....	386.80	425.50	541.50	_____
	810947	Pro Executive Guest Chair - Black Vinyl.....	417.40	459.15	584.35	_____
	810170	Cupertino Mid Back Chair - Black Vinyl.....	563.30	619.65	788.60	_____
Barstools						
	71088	Black Diamond Stool.....	176.10	193.70	246.55	_____
	71048	Gray Gaslift Stool with Arms.....	N/A	N/A	N/A	_____
	71047	Gray Gaslift Stool without Arms.....	226.30	248.95	316.80	_____
	810860	Laguna Barstool - Maple/Chrome.....	199.20	219.10	278.90	_____
	210109	Limerick® Stool by Herman Miller.....	102.85	113.15	144.00	_____
	810872	Lift Barstool - Gray Vinyl/Chrome.....	183.75	202.15	257.25	_____
	810873	Lift Barstool - Red Vinyl/Chrome.....	183.75	202.15	257.25	_____
	810871	Lift Barstool - Black Vinyl/Chrome.....	183.75	202.15	257.25	_____
	810870	Lift Barstool - White Vinyl/Chrome.....	183.75	202.15	257.25	_____
	810103	Banana Barstool - White Vinyl/Chrome.....	226.80	249.50	317.50	_____

NAME OF SHOW: **National Hardware Show® / October 21-23, 2021**

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Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
Barstools (continued)						
_____	810104	Banana Barstool - Black Vinyl/Chrome.....	226.80	249.50	317.50	_____
_____	810850	Zenith Barstool - White/Chrome.....	178.75	196.65	250.25	_____
_____	810840	Zoey Barstool - White Vinyl/Chrome.....	347.85	382.65	487.00	_____
_____	810848	Christopher Barstool - White Vinyl/Chrome.....	238.50	262.35	333.90	_____
_____	810202	Shark Swivel Barstool - White Plastic/Chrome.....	393.70	433.05	551.20	_____
_____	810839	Rustique Barstool - Gunmetal.....	141.35	155.50	197.90	_____
_____	81080	Blade Barstool - Red.....	182.85	201.15	256.00	_____
_____	81081	Blade Barstool - Sky Blue.....	182.85	201.15	256.00	_____
_____	81092	Lucent Barstool - Frosted Acrylic.....	244.65	269.10	342.50	_____
_____	810135	Task Stool - Black Fabric.....	202.65	222.90	283.70	_____
_____	81026	Marina Barstool - Ocean Blue.....	330.00	363.00	462.00	_____
_____	81027	Marina Barstool - Black Vinyl.....	330.00	363.00	462.00	_____
_____	81028	Marina Barstool - Brown Fabric.....	330.00	363.00	462.00	_____
_____	81029	Marina Barstool - Red Fabric.....	330.00	363.00	462.00	_____
_____	81030	Marina Barstool - White Vinyl.....	330.00	363.00	462.00	_____

Draped Tables & Counters

Draped Tables - Tables are 24" wide <input type="checkbox"/> Black <input type="checkbox"/> Blue <input type="checkbox"/> White <input type="checkbox"/> Gray <input type="checkbox"/> Red
--

_____	124330	Draped Table 3'L x 30"H.....	110.95	122.05	155.35	_____
_____	124430	Draped Table 4'L x 30"H.....	138.45	152.30	193.85	_____
_____	124630	Draped Table 6'L x 30"H.....	165.75	182.35	232.05	_____
_____	124830	Draped Table 8'L x 30"H.....	188.75	207.65	264.25	_____
_____	12404630	4th Side Drape 6'L x 30"H.....	46.25	50.90	64.75	_____
_____	12404830	4th Side Drape 8'L x 30"H.....	46.25	50.90	64.75	_____
_____	124342	Draped Counter 3'L x 42"H.....	149.80	164.80	209.70	_____
_____	124442	Draped Counter 4'L x 42"H.....	171.70	188.85	240.40	_____
_____	124642	Draped Counter 6'L x 42"H.....	193.25	212.60	270.55	_____
_____	124842	Draped Counter 8'L x 42"H.....	216.35	238.00	302.90	_____
_____	12404642	4th Side Drape 6'L x 42"H.....	53.35	58.70	74.70	_____
_____	12404842	4th Side Drape 8'L x 42"H.....	53.35	58.70	74.70	_____

Undraped Tables & Counters

_____	125330	Undraped Table 3'L x 30"H.....	43.75	48.15	61.25	_____
_____	125430	Undraped Table 4'L x 30"H.....	53.35	58.70	74.70	_____
_____	125630	Undraped Table 6'L x 30"H.....	62.05	68.25	86.85	_____
_____	125830	Undraped Table 8'L x 30"H.....	70.25	77.30	98.35	_____
_____	125342	Undraped Counter 3'L x 42"H.....	75.20	82.70	105.30	_____
_____	125442	Undraped Counter 4'L x 42"H.....	86.00	94.60	120.40	_____
_____	125642	Undraped Counter 6'L x 42"H.....	95.90	105.50	134.25	_____
_____	125842	Undraped Counter 8'L x 42"H.....	103.60	113.95	145.05	_____

Table Top Risers - Risers are 8" wide

_____	1504100	Black 4'L x 7"H Corrugated Riser.....	30.15	33.15	42.20	_____
_____	1504101	White 4'L x 7"H Corrugated Riser.....	30.15	33.15	42.20	_____
_____	1506100	Black 6'L x 7"H Corrugated Riser.....	35.30	38.85	49.40	_____
_____	1506101	White 6'L x 7"H Corrugated Riser.....	35.30	38.85	49.40	_____
_____	1508100	Black 8'L x 7"H Corrugated Riser.....	40.70	44.75	57.00	_____
_____	1508101	White 8'L x 7"H Corrugated Riser.....	40.70	44.75	57.00	_____

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NAME OF SHOW: **National Hardware Show® / October 21-23, 2021**

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Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
Table Top Risers - Risers are 8" wide (continued)						
_____	1504200	Black 4'L x 14"H Corrugated Riser.....	46.10	50.70	64.55	_____
_____	1504201	White 4'L x 14"H Corrugated Riser.....	46.10	50.70	64.55	_____
_____	1506200	Black 6'L x 14"H Corrugated Riser.....	56.40	62.05	78.95	_____
_____	1506201	White 6'L x 14"H Corrugated Riser.....	56.40	62.05	78.95	_____
_____	1508200	Black 8'L x 14"H Corrugated Riser.....	66.70	73.35	93.40	_____
_____	1508201	White 8'L x 14"H Corrugated Riser.....	66.70	73.35	93.40	_____
Pedestal Tables - Soho Series						
_____	72069	Black Top Cafe Table - 30"H x 24"W.....	167.55	184.30	234.55	_____
_____	72067	Black Top Cafe Table - 30"H x 36"W.....	193.25	212.60	270.55	_____
_____	72066	Black Top Mini Table - 18"H x 18"W.....	193.25	212.60	270.55	_____
_____	72070	Black Top Bistro Table - 42"H x 24"W.....	221.70	243.85	310.40	_____
_____	72068	Black Top Bistro Table - 42"H x 36"W.....	241.60	265.75	338.25	_____
Pedestal Tables - Chelsea Series						
_____	72063	Butcher Block Top Cafe Table - 30"H x 30"W.....	181.95	200.15	254.75	_____
_____	72064	Butcher Block Top Cafe Table - 30"H x 36"W.....	191.50	210.65	268.10	_____
_____	720163	Butcher Block Top Bistro Table - 42"H x 30"W.....	244.35	268.80	342.10	_____
_____	720164	Butcher Block Top Bistro Table - 42"H x 36"W.....	267.10	293.80	373.95	_____
Pedestal Tables						
_____	8201208	Hydraulic Base Cafe Table - Maple.....	398.35	438.20	557.70	_____
_____	8201207	Hydraulic Base Bar Table - Maple.....	414.00	455.40	579.60	_____
_____	8201209	Hydraulic Base Cafe Table - Graphite.....	443.20	487.50	620.50	_____
_____	8201211	Hydraulic Base Bar Table - Graphite.....	455.65	501.20	637.90	_____
_____	8201206	Hydraulic Base Cafe Table - Maple.....	453.00	498.30	634.20	_____
_____	8201205	Hydraulic Base Bar Table - Maple.....	450.10	495.10	630.15	_____
_____	820126	Hydraulic Base Cafe Table - White Laminate.....	453.00	498.30	634.20	_____
_____	820125	Hydraulic Base Bar Table - White Laminate.....	473.70	521.05	663.20	_____
_____	820241	Madison Hydraulic Base Cafe Table - Gray Acajou.	354.65	390.10	496.50	_____
_____	820240	Madison Hydraulic Base Bar Table - Gray Acajou...	354.65	390.10	496.50	_____
_____	820265	Madison Cafe Table - Gray Acajou.....	279.80	307.80	391.70	_____
_____	820264	Madison Bar Table - Gray Acajou.....	305.55	336.10	427.75	_____
_____	8201220	30" Cafe Table Black Base - White Laminate.....	297.80	327.60	416.90	_____
_____	8201221	30" Bar Table Black Base - White Laminate.....	318.55	350.40	445.95	_____
_____	8201222	30" Bar Table Chrome Base - White Laminate.....	458.05	503.85	641.25	_____
_____	8201223	30" Cafe Table Chrome Base - White Laminate.....	458.05	503.85	641.25	_____
_____	820920	30" Bar Table Chrome Hydraulic Base - Red.....	354.65	390.10	496.50	_____
_____	820921	30" Cafe Table Chrome Hydraulic Base - Red.....	354.65	390.10	496.50	_____
_____	820922	30" Bar Table Chrome Hydraulic Base - Graphite....	354.65	390.10	496.50	_____
_____	820923	30" Cafe Table Chrome Hydraulic Base - Graphite....	354.65	390.10	496.50	_____
_____	820930	30" Bar Table w/ Hydraulic Base - Blue.....	338.60	372.45	474.05	_____
_____	820931	30" Bar Table w/ Black Base - Blue.....	269.35	296.30	377.10	_____
_____	820932	30" Bar Table w/ Hydraulic Base - Wood.....	412.75	454.05	577.85	_____
_____	820933	30" Bar Table w/ Black Base - Wood.....	286.85	315.55	401.60	_____
_____	820940	30" Cafe Table w/ Hydraulic Base - Blue.....	338.60	372.45	474.05	_____
_____	820941	30" Cafe Table w/ Black Base - Blue.....	242.30	266.55	339.20	_____
_____	820942	30" Cafe Table w/ Hydraulic Base - Wood.....	412.75	454.05	577.85	_____

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Pedestal Tables (continued)						
_____	820943	30" Cafe Table w/ Black Base - Wood.....	262.15	288.35	367.00	_____
_____	820910	30" Bar Table w/ Hydraulic Base - Gunmetal.....	478.45	526.30	669.85	_____
_____	820911	30" Bar Table w/ Hydraulic Base - Black.....	478.45	526.30	669.85	_____
_____	820912	30" Bar Table w/ Hydraulic Base - Green.....	478.45	526.30	669.85	_____
_____	820913	30" Bar Table w/ Hydraulic Base - Orange.....	478.45	526.30	669.85	_____
_____	820914	30" Bar Table w/ Hydraulic Base - Yellow.....	478.45	526.30	669.85	_____
_____	820915	30" Bar Table w/ Black Base - Gunmetal.....	334.85	368.35	468.80	_____
_____	820916	30" Bar Table w/ Black Base - Black.....	334.85	368.35	468.80	_____
_____	820917	30" Bar Table w/ Black Base - Green.....	334.85	368.35	468.80	_____
_____	820918	30" Bar Table w/ Black Base - Orange.....	334.85	368.35	468.80	_____
_____	820919	30" Bar Table w/ Black Base - Yellow.....	334.85	368.35	468.80	_____
_____	8201230	30" Cafe Table w/ Hydraulic Base - Gunmetal.....	478.45	526.30	669.85	_____
_____	8201231	30" Cafe Table w/ Hydraulic Base - Black.....	478.45	526.30	669.85	_____
_____	8201232	30" Cafe Table w/ Hydraulic Base - Green.....	478.45	526.30	669.85	_____
_____	8201233	30" Cafe Table w/ Hydraulic Base - Orange.....	478.45	526.30	669.85	_____
_____	8201234	30" Cafe Table w/ Hydraulic Base - Yellow.....	478.45	526.30	669.85	_____
_____	8201235	30" Cafe Table w/ Black Base - Gunmetal.....	311.05	342.15	435.45	_____
_____	8201236	30" Cafe Table w/ Black Base - Black.....	311.05	342.15	435.45	_____
_____	8201237	30" Cafe Table w/ Back Base - Green.....	311.05	342.15	435.45	_____
_____	8201238	30" Cafe Table w/ Black Base - Orange.....	311.05	342.15	435.45	_____
_____	8201239	30" Cafe Table w/ Black Base - Yellow.....	311.05	342.15	435.45	_____
_____	8201240	36" Bar Table w/ Hydraulic Base - Black.....	496.80	546.50	695.50	_____
_____	8201241	36" Bar Table w// Black Base - Black.....	340.00	374.00	476.00	_____
_____	8201242	36" Cafe Table w/ Hydraulic Base - Black.....	473.00	520.30	662.20	_____
_____	8201243	36" Cafe Table w// Black Base - Black.....	364.10	400.50	509.75	_____
Accent Tables						
_____	82015	Silverado End Table - Tempered Glass/Painted Steel.....	304.20	334.60	425.90	_____
_____	82014	Silverado Cocktail Table - Tempered Glass/Painted Steel.....	322.60	354.85	451.65	_____
_____	820252	Alondra End Table - Glass/Chrome.....	258.85	284.75	362.40	_____
_____	820250	Alondra Cocktail Table - Glass/Chrome.....	359.35	395.30	503.10	_____
_____	820253	Alondra End Table - Wood/Chrome.....	258.85	284.75	362.40	_____
_____	820251	Alondra Cocktail Table - Wood/Chrome.....	359.35	395.30	503.10	_____
_____	8201224	Atomic 36" Round Table - Glass/Chrome.....	398.90	438.80	558.45	_____
_____	8201225	Atomic 42" Round Table - Glass/Chrome.....	398.90	438.80	558.45	_____
_____	82028	Geo End Table - Wood/Black Steel.....	305.55	336.10	427.75	_____
_____	82027	Geo Cocktail Table - Wood/Black Steel.....	313.50	344.85	438.90	_____
_____	82035	Geo End Table - Glass/Chrome.....	274.65	302.10	384.50	_____
_____	82034	Geo Cocktail Table - Glass/Chrome.....	304.20	334.60	425.90	_____
_____	82054	Sydney End Table - Black Laminate/Brushed Steel..	300.50	330.55	420.70	_____
_____	82055	Sydney End Table - White Laminate/Brushed Steel..	300.50	330.55	420.70	_____
_____	82052	Sydney Cocktail Table - Black Laminate/Brushed Steel.....	363.15	399.45	508.40	_____
_____	82053	Sydney Cocktail Table - White Laminate/Brushed Steel.....	363.15	399.45	508.40	_____
_____	82079	Sydney End Table - Blue Laminate/Brushed Steel.....	264.45	290.90	370.25	_____
_____	82080	Sydney End Table - Wood Laminate/Brushed Steel..	264.45	290.90	370.25	_____
_____	82077	Sydney Cocktail Table - Blue Laminate/Brushed Steel.....	318.80	350.70	446.30	_____

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Accent Tables (continued)						
	82078	Sydney Cocktail Table - Wood Laminate/Brushed Steel.....	318.80	350.70	446.30	
	82075	Regis End Table - Brushed Metal.....	271.80	299.00	380.50	
	82074	Regis Bench Table - Brushed Metal.....	383.00	421.30	536.20	
	820844	Aura Round Table - White Metal.....	149.25	164.20	208.95	
	82043	Geo Square-Round Table - Glass/Black Steel.....	351.85	387.05	492.60	
	82044	Geo Square-Round Table - Glass/Chrome.....	351.85	387.05	492.60	
	8201226	Rustique Square Metal Bar Table - Gray.....	352.20	387.40	493.10	
	820130	Mesa Cocktail Table - Black/Bronze.....	350.65	385.70	490.90	
	820131	Mesa Cocktail Table - Glass/Bronze.....	350.65	385.70	490.90	
	820132	Mesa Cocktail Table - Wood/Bronze.....	350.65	385.70	490.90	
	820133	Mesa End Table - Black/Bronze.....	313.65	345.00	439.10	
	820134	Mesa End Table - Glass/Bronze.....	313.65	345.00	439.10	
	820135	Mesa End Table - Wood/Bronze.....	313.65	345.00	439.10	
	820310	Sedona Side Table - Black/Bronze.....	260.35	286.40	364.50	
	820311	Sedona Side Table - Wood/Bronze.....	260.35	286.40	364.50	
	820312	Sedona Side Table - White/Bronze.....	260.35	286.40	364.50	
	820320	Taos Side Table - Black/Bronze.....	260.35	286.40	364.50	
	820321	Taos Side Table Wood/Bronze.....	260.35	286.40	364.50	
	820322	Taos Side Table - White/Bronze.....	260.35	286.40	364.50	
Conference Tables						
	82041	Geo Conference Table - Glass/Black Steel.....	512.55	563.80	717.55	
	82051	Geo Conference Table - Glass/Chrome.....	512.55	563.80	717.55	
	820260	Madison Conference Table - Gray Acajou.....	479.25	527.20	670.95	
	820708	42" Round Conference Table - White Laminate.....	463.70	510.05	649.20	
	820261	Madison 5' Conference Table - Gray Acajou.....	579.25	637.20	810.95	
	820262	Madison 8' Conference Table - Gray Acajou.....	1,157.15	1,272.85	1,620.00	
	820263	Madison 10' Conference Table - Gray Acajou.....	1,157.15	1,272.85	1,620.00	
	820951	Ventura Bar Table - Maple w/ Grommets.....	823.30	905.65	1,152.60	
	820952	Ventura Communal Bar Table - Black.....	849.25	934.20	1,188.95	
	820953	Ventura Bar Table - White w/ Grommets.....	823.30	905.65	1,152.60	
	820954	Ventura Communal Bar Table - Maple.....	823.30	905.65	1,152.60	
	820956	Ventura Communal Bar Table - White.....	823.30	905.65	1,152.60	
	820963	Ventura Communal Cafe Table - Maple.....	561.10	617.20	785.55	
	820960	Ventura Cafe Table - Maple w/ Grommets.....	786.15	864.75	1,100.60	
	820961	Ventura Cafe Table - White w/ Grommets.....	786.15	864.75	1,100.60	
	820966	Ventura Communal Cafe Table - White.....	561.10	617.20	785.55	
	820962	Ventura Communal Cafe Table - Black.....	561.10	617.20	785.55	
	8201244	42" Round Conference Table - Black Laminate.....	494.25	543.70	691.95	
	8201	10' Table - Black Laminate.....	1,010.00	1,111.00	1,414.00	
	8203	5' Table - Black Laminate.....	520.00	572.00	728.00	
	8205	8' Table - Black Laminate.....	760.00	836.00	1,064.00	
Office						
	84075	Madison Desk - Gray Acajou.....	670.90	738.00	939.25	
	84078	Madison Bookcase - Gray Acajou.....	477.50	525.25	668.50	

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Computer Desks/Tables						
	820706	Work Desk - White Laminate.....	399.00	438.90	558.60	
POWERED						
Powered Seating						
	810120	Naples Chair, Powered - Black Vinyl.....	767.55	844.30	1,074.55	
	830122	Naples Loveseat, Powered - Black Vinyl.....	1,032.10	1,135.30	1,444.95	
	830121	Naples Sofa, Powered - Black Vinyl.....	1,187.45	1,306.20	1,662.45	
Powered Tables						
	820950	Ventura Communal Bar Table, Powered - Black.....	1,050.80	1,155.90	1,471.10	
	820955	Ventura Communal Bar Table, Powered - White.....	955.35	1,050.90	1,337.50	
	820964	Ventura Communal Cafe Table, Powered - Black.....	697.05	766.75	975.85	
	820965	Ventura Communal Cafe Table, Powered - White.....	697.05	766.75	975.85	
	84083	Tech Desk w/ 3 Drawer File Cabinet, Powered - Black Metal.....	704.85	775.35	986.80	
	84084	Tech Desk, Powered - Black Metal.....	620.70	682.75	869.00	
	82076	Sydney Cocktail Table, Powered - Black.....	479.65	527.60	671.50	
	82073	Sydney Cocktail Table, Powered - White.....	479.65	527.60	671.50	
	8202	10' Table, Powered - Black Laminate.....	1,262.50	1,388.75	1,767.50	
	8204	5' Table, Powered - Black Laminate.....	652.50	717.75	913.50	
	8206	8' Table, Powered - Black Laminate.....	1,262.50	1,388.75	1,767.50	
Powered Pedestals						
	85060	Powered Locking Pedestal 36" H, Black.....	561.05	617.15	785.45	
	85061	Powered Locking Pedestal 36" H, White.....	561.05	617.15	785.45	
	85062	Powered Locking Pedestal 42" H, Black.....	668.50	735.35	935.90	
	85063	Powered Locking Pedestal 42" H, White.....	668.50	735.35	935.90	
	820710	Wireless Charging Table, Powered.....	556.20	611.80	778.70	
Midtown Counters & Bars						
	850103	Midtown Powered Counter Unlighted - Pewter.....	1,779.85	1,957.85	2,491.80	
	850102	Midtown Powered Counter Lighted w/ Plug-In - Pewter.....	2,071.60	2,278.75	2,900.25	
	850101	Midtown Bar Unlighted - Pewter.....	1,594.45	1,753.90	2,232.25	
	850100	Midtown Bar Lighted w/ Plug-In - Pewter.....	1,893.65	2,083.00	2,651.10	
DISPLAY & ACCESSORIES						
Product Storage						
	84080	3 Door File Cabinet on Castors - Black	221.45	243.60	310.05	
	85020	Posh Shelving w/ Chrome Frame - White.....	639.20	703.10	894.90	
Refrigerator						
	8503001	Refrigerator - White.....	940.20	1,034.20	1,316.30	
Lighting						
	850707	Mason Table Lamp - White/Brushed Silver.....	183.25	201.60	256.55	
	850708	Mason Floor Lamp - White/Brushed Silver.....	272.35	299.60	381.30	
Display						
	75030	Display Cube - Black - 12" Small.....	226.30	248.95	316.80	
	75031	Display Cube - Black - 18" Medium.....	226.30	248.95	316.80	
	75032	Display Cube - Black - 24" Large.....	226.30	248.95	316.80	
	72056	Display Counter - Black.....	407.15	447.85	570.00	
	75079	Orion Computer Kiosk - Black.....	N/A	N/A	N/A	

NAME OF SHOW: **National Hardware Show® / October 21-23, 2021**

COMPANY NAME: _____ BOOTH #: _____

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

Take advantage of the Online price by ordering at www.freeman.com/store by the deadline date.

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
Boxwood Hedges						
_____	85030	7' Boxwood Hedge.....	791.05	870.15	1,107.45	_____
_____	85035	4' Boxwood Hedge.....	432.60	475.85	605.65	_____
Accessories						
_____	220121	Chrome Stanchion w/ 8' Retractable Belt.....	80.15	88.15	112.20	_____
_____	220118	Chrome Sign Holder.....	86.00	94.60	120.40	_____
_____	750135	Round Literature Rack.....	329.45	362.40	461.25	_____
_____	750136	Flat Literature Rack.....	285.15	313.65	399.20	_____
_____	220109	Chrome Coat Tree.....	56.25	61.90	78.75	_____
_____	220134	Aluminum Easel.....	59.75	65.75	83.65	_____
_____	220110	Chrome Bag Rack.....	121.75	133.95	170.45	_____
_____	10201484	Floor Standing Bulletin Board.....	209.60	230.55	293.45	_____
_____	220106	Corrugated Wastebasket.....	18.80	20.70	26.30	_____
_____	8502	Village Charging Hub.....	317.50	349.25	444.50	_____
Special Drape						
<input type="checkbox"/> Black <input type="checkbox"/> Blue <input type="checkbox"/> White <input type="checkbox"/> Gray <input type="checkbox"/> Red						
_____	12103	Special Drape 3'H (per ft.).....	17.25	19.00	24.15	_____
_____	12108	Special Drape 8'H (per ft.).....	21.85	24.05	30.60	_____

TOTAL COST		
_____	+	_____ = _____
Sub-Total	8.375% Tax	Total Cost

Taxes: Due to varying taxes across counties and cities for various categories, applicable taxes will be applied to your order accordingly based on the jurisdictions of the show city.

NAME OF SHOW: **National Hardware Show® / October 21-23, 2021**

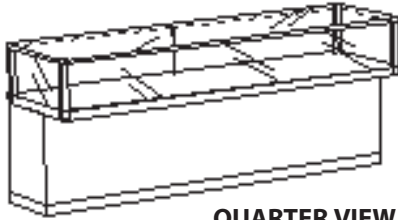
COMPANY NAME: _____ BOOTH #: _____

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

Take advantage of the Online price by ordering at www.freeman.com/store by the deadline date.

SHOWCASES



QUARTER VIEW



HALF VIEW



FULL VIEW

THE STANDARD WHITE LINE (Fluorescent)

Fluorescent Lighting
 Sliding Doors w/Lock (No Mirrors)
 Solid Sides
 Matte White Formica Exterior
 Closed Storage area (Quarter & Half View Cases)
 Available in 4', 5', and 6' lengths & 34" Corner Cases
Available in Quarter, Half & Full View

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
___	101044	4' Quarter View Fluorescent....	492.55	541.80	689.55	_____
___	101052	5' Quarter View Fluorescent....	492.55	541.80	689.55	_____
___	101062	6' Quarter View Fluorescent....	492.55	541.80	689.55	_____
___	101042	4' Half Fluorescent.....	492.55	541.80	689.55	_____
___	101050	5' Half Fluorescent.....	492.55	541.80	689.55	_____
___	101060	6' Half Fluorescent.....	492.55	541.80	689.55	_____
___	101043	4' Full Fluorescent.....	492.55	541.80	689.55	_____
___	101051	5' Full Fluorescent.....	492.55	541.80	689.55	_____
___	101061	6' Full Fluorescent.....	492.55	541.80	689.55	_____
___	101092	Corner Quarter View.....	539.40	593.35	755.15	_____
___	101090	Corner Half View.....	539.40	593.35	755.15	_____

THE DELUXE LINE (Fluorescent)

Fluorescent Lighting
 Mirrored Sliding Doors w/Lock
 Glass Sides
 Polished Bronze Frame
 Glossy Black Formica Exterior
 Rear Storage w/Locked Sliding Doors
 Available in 4', 5', and 6' lengths & 34" Corner Cases
Available in Quarter & Half View

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
___	1014111	4' Quarter View Fluorescent....	570.70	627.75	799.00	_____
___	1014121	5' Quarter View Fluorescent....	570.70	627.75	799.00	_____
___	1014131	6' Quarter View Fluorescent....	570.70	627.75	799.00	_____
___	1014110	4' Half View Fluorescent.....	570.70	627.75	799.00	_____
___	1014120	5' Half View Fluorescent.....	570.70	627.75	799.00	_____
___	1014130	6' Half View Fluorescent.....	570.70	627.75	799.00	_____
___	1014101	Corner Quarter View.....	609.80	670.80	853.70	_____
___	1014100	Corner Half View.....	609.80	670.80	853.70	_____

THE DESIGNER LINE (Fluorescent or Halogen)

Fluorescent Lighting (Quarter & Half view)
 Halogen Lighting (Quarter View Only)
 Mirrored Sliding Doors w/Lock
 Glass Sides
 Brushed Silver Frame
 Textured Gray Formica Exterior
 Rear Storage w/Locked Sliding Doors
 Available in 4', 5', and 6' lengths & 34" Corner Cases
Available in Quarter & Half View

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
___	1012400	4' Quarter View Fluorescent....	561.35	617.50	785.90	_____
___	1012500	5' Quarter View Fluorescent....	561.35	617.50	785.90	_____
___	1012600	6' Quarter View Fluorescent....	561.35	617.50	785.90	_____
___	1012401	4' Half View Fluorescent.....	561.35	617.50	785.90	_____
___	1012501	5' Half View Fluorescent.....	561.35	617.50	785.90	_____
___	1012601	6' Half View Fluorescent.....	561.35	617.50	785.90	_____
___	1011400	4' Quarter View Halogen.....	656.65	722.30	919.30	_____
___	1011500	5' Quarter View Halogen.....	656.65	722.30	919.30	_____
___	1011600	6' Quarter View Halogen.....	656.65	722.30	919.30	_____
___	101214	Corner Quarter View Fluorescent	586.35	645.00	820.90	_____
___	101212	Corner Half View Fluorescent	586.35	645.00	820.90	_____
___	101142	Corner Quarter View Halogen	711.35	782.50	995.90	_____

THE ELITE LINE (Halogen)

Halogen Lighting
 Mirrored Sliding Doors w/Lock
 Glass Sides
 Brushed Gold Frame
 Green w/Etched Verdigris Formica Exterior
 Rear Storage w/Locked Sliding Doors
 Available in 4', 5', and 6' lengths & 34" Corner Cases
Available in Quarter & Half View

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
___	1013400	4' Quarter View Halogen.....	656.65	722.30	919.30	_____
___	1013500	5' Quarter View Halogen.....	656.65	722.30	919.30	_____
___	1013600	6' Quarter View Halogen.....	656.65	722.30	919.30	_____
___	1013401	4' Half View Halogen.....	656.65	722.30	919.30	_____
___	1013501	5' Half View Halogen.....	656.65	722.30	919.30	_____
___	1013601	6' Half View Halogen.....	656.65	722.30	919.30	_____
___	101314	Corner Quarter View.....	711.35	782.50	995.90	_____
___	101312	Corner Half View.....	711.35	782.50	995.90	_____

TOTAL COST

_____	+	_____	=	_____
Sub-Total		8.375 % Tax		Total Cost

NAME OF SHOW: **National Hardware Show® / October 21-23, 2021**

COMPANY NAME: _____ BOOTH #: _____

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

FIRE EXTINGUISHERS

PLEASE USE THIS FORM IF YOU WISH TO RENT FIRE EXTINGUISHERS FOR YOUR BOOTH.

QUANTITY	DESCRIPTION	DISCOUNT PRICE	STANDARD PRICE	TOTAL
_____	15-10-1 Fire Extinguisher 40ABC Dry Chemical	\$ 57.20 each	\$72.80 each	\$ _____

NOTE: Price does not include installation.

Exhibitors must provide a portable five-pound fire extinguisher at demonstration sites utilizing any fuel gas or gas that can hold combustion. Such fire extinguishers must be Nevada tagged only. Such equipment should be of a dry powder type, or a carbon dioxide fire extinguisher of adequate capacity.

TOTAL COST

Orders received without payment or placed after the deadline date will cost an additional fee and are subject to availability

Sub-Total _____ **+ Tax (8.375%)** _____ **= TOTAL** _____

FREEMAN

(888) 508-5054 Fax: (469) 621-5604
ExhibitorSupport@freeman.com



**ONLINE PRICE
DISCOUNT PRICE
DEADLINE DATE
SEPTEMBER 28, 2021**

NAME OF SHOW: **National Hardware Show® / October 21-23, 2021**

COMPANY NAME: _____ BOOTH #: _____

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

PROPANE TANK

PLEASE USE THIS FORM IF YOU WISH TO RENT PROPANE TANKS FOR YOUR BOOTH.

QUANTITY	DESCRIPTION	DISCOUNT PRICE	STANDARD PRICE	TOTAL
_____	15-90-202 Propane Tank 5 Gallon	\$31.80 each	\$44.55 each	\$ _____

NOTE: Price does not include delivery. Labor charges will apply. Please refer to the Installation & Dismantle Labor Order Form for rates.

TOTAL COST

Orders received without payment or placed after the deadline date will cost an additional fee and are subject to availability.

Sub-Total _____ + Tax (8.375%) _____ = TOTAL _____

FREEMAN propane tank

FROM THE GROUND UP

Engage your audience from the moment they set foot in your exhibit with custom carpets. Our colorfast carpeting boasts a consistent shade every time and the padding exceeds industry standards, ensuring that you'll be floored by the quality. Custom options can be ordered and include borders, patterns and logo applications in both our classic and prestige carpeting lines.

Sustainability Tip:

 DARKER COLORED CARPETS SUCH AS BLACK AND GRAY AND THE TWO-TONED CARPET ARE MADE OF 20-25% RECYCLED CONTENT. RENTING CARPET FROM FREEMAN MINIMIZES YOUR SHIPPING FOOTPRINT.

- Colorfast carpet technology guarantees a uniform and professional look throughout the life of your exhibit
- Diverse customization options guarantee the fulfillment of your brand standards
- All carpet and padding is manufactured with recycled material
- Rental prices are all-inclusive so there are never hidden charges for material handling or pickup
- Renting carpet from Freeman minimizes your shipping footprint.



Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to freeman.com

PRESTIGE CARPET

Freeman's prestige carpet combines plush comfort with durable soil and stain resistance, perfect for high-traffic areas. Five popular colors are available in a luxurious 40-ounce weight and all nine designer colors are available in a 28-ounce weight.


Freeman's prestige carpet packages include new 10-foot-wide carpet, delivery, Visqueen covering, installation, carpet tape, carpet removal and all carpet material handling fees. Prestige carpet is one time use. The carpet for your booth will be brand new and recycled at the end of the show. Price includes environmentally friendly disposal of carpet after usage. Foam carpet padding is available for a minimal fee. If you have a large order, please contact us to see if volume discounts may apply.

Custom Options

Prestige carpets can also be customized to fit your exhibit needs with unique logos, patterns and borders. Call the phone number on the Quick Facts for assistance.



*Colors available in both 28 oz. and 40 oz.

 **Sustainability Tip:** Prestige carpet is one time use. The carpet for your booth will be brand new and recycled at the end of the show.

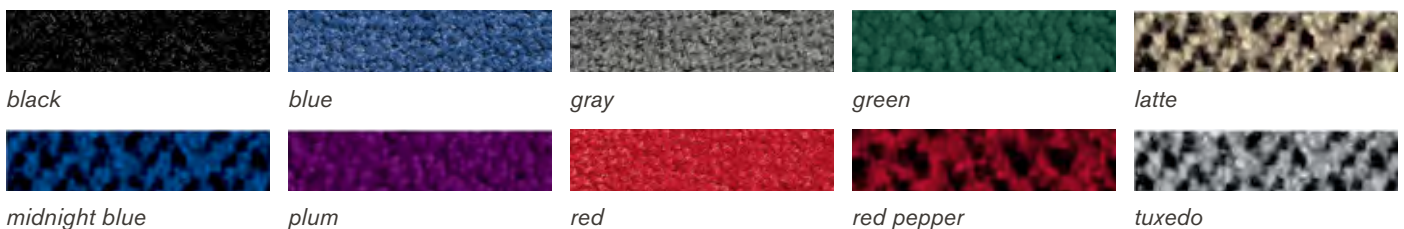
CLASSIC CARPET

Custom Cut

Freeman classic carpet is available in a range of colors and includes delivery, Visqueen covering, installation, carpet tape, carpet removal and all carpet material handling fees. Foam carpet padding is available for a minimal fee. If you have a large order, please contact us to see if volume discounts may apply.

Standard Cut

Our classic carpet comes in a variety of sizes. Prices include delivery, installation, carpet tape, carpet removal and all carpet material handling fees. Foam carpet padding and Visqueen covering are available for a minimal fee.



Actual colors may vary slightly

Sustainability Tip: Freeman Classic carpet is reused a minimum of four times before retired from inventory and recycled. Darker colored carpets such as black and gray, as well as the two-toned carpet are made of 20-25% recycled content.

FREEMAN

(888) 508-5054 Fax: (469) 621-5604
 ExhibitorSupport@freeman.com



**ONLINE PRICE
 DISCOUNT PRICE
 DEADLINE DATE
 SEPTEMBER 28, 2021**

NAME OF SHOW: **National Hardware Show® / October 21-23, 2021**

COMPANY NAME: _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS: _____

Take advantage of the Online price by ordering at www.freeman.com/store by the deadline date.

STANDARD SIZE CARPET & PADDING

- Orders received after the deadline date or without payment will be charged the Standard Price and are subject to availability.
- Prestige and Custom Cut Classic Carpet are subject to a 100% Cancellation Charge.
- All utility lines must be installed before carpet installation. Utilities should be ordered in advance.
- A one time booth vacuuming before the show opens is provided for carpets ordered through Freeman.
- All carpet, padding and plastic covering contain recycled content and are recyclable.

10' CLASSIC CARPET, PADDING & PLASTIC COVERING

CHOOSE YOUR CARPET COLOR:

Black Blue Gray Midnight Blue Red Tuxedo

Qty	Description	Online Price	Discount Price	Standard Price	Total
_____	10' x 10' Classic Carpet	\$ 250.00	\$ 275.00	\$ 350.00	_____
_____	10' x 20' Classic Carpet	\$ 500.00	\$ 550.00	\$ 700.00	_____
_____	10' x 30' Classic Carpet	\$ 750.00	\$ 825.00	\$ 1,050.00	_____
_____	10' x 10' Carpet Padding - Single Layer.....	\$ 86.60	\$ 95.25	\$ 121.25	_____
_____	10' x 20' Carpet Padding - Single Layer.....	\$ 173.20	\$ 190.50	\$ 242.50	_____
_____	10' x 30' Carpet Padding - Single Layer.....	\$ 259.80	\$ 285.80	\$ 363.70	_____
_____	10' x 10' Carpet Padding - Double Layer.....	\$ 173.20	\$ 190.50	\$ 242.50	_____
_____	10' x 20' Carpet Padding - Double Layer.....	\$ 346.40	\$ 381.05	\$ 484.95	_____
_____	10' x 30' Carpet Padding - Double Layer.....	\$ 519.60	\$ 571.55	\$ 727.45	_____
_____	Plastic Covering (price per sqft).....	\$.45	\$.50	\$.65	_____

CUSTOM CUT CLASSIC CARPET

- Order Custom Cut Classic Carpeting by the sqft if your size is not listed above.

Sample: Booth Size: 10 x 25 = 250 sqft \$ **3.25**

CHOOSE YOUR CARPET COLOR - 16 oz. Carpet:

Black Blue Gray Midnight Blue Red Tuxedo Latte Green Red Pepper

16 oz. Carpet Rental - Price per sqft (100 sqft minimum)

Per sqft	Booth Size: _____ x _____ = _____ sqft	Online Price	Discount Price	Standard Price	Total
		\$ 3.25	\$ 3.60	\$ 4.55	_____

TOTAL COST		
_____	+	_____ = _____
Sub-Total		8.375% Tax Total Cost

standard size carpet & padding

NAME OF SHOW: **National Hardware Show® / October 21-23, 2021**

COMPANY NAME: _____ BOOTH #: _____

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

Take advantage of the Online price by ordering at www.freeman.com/store by the deadline date.

CUT TO SIZE CARPET & PADDING

- Guaranteed new, high-quality carpet.
- Orders received after the deadline date or without payment will be charged the Standard Price and are subject to availability.
- Prestige and Custom Cut Classic Carpet are subject to a 100% Cancellation Charge.
- All utility lines must be installed before carpet installation. Utilities should be ordered in advance.
- All carpet, padding and plastic covering contain recycled content and are recyclable.

PRESTIGE CARPET *includes plastic covering, delivery, material handling, installation and removal*

CHOOSE YOUR CARPET COLOR - 28 oz. Carpet:

- Black Cardinal Charcoal Cream Gray Pearl Navy Toast Wedgewood White

28 oz. Carpet Rental - Price per sq. ft. (100 sqft minimum)

			Online Price	Discount Price	Standard Price	Total
1 - 700 sqft	Booth Size: _____ x _____ = _____ sqft		\$ 4.05	\$ 4.45	\$ 5.65	_____
Over 700 sqft	Booth Size: _____ x _____ = _____ sqft		\$ 3.80	\$ 4.20	\$ 5.30	_____

CHOOSE YOUR CARPET COLOR - 40 oz. Carpet:

- Black Charcoal Gray Pearl Navy White

40 oz. Carpet Rental - Price per sq. ft. (100 sqft minimum)

			Online Price	Discount Price	Standard Price	Total
1 - 700 sqft	Booth Size: _____ x _____ = _____ sqft		\$ 4.75	\$ 5.25	\$ 6.65	_____
Over 700 sqft	Booth Size: _____ x _____ = _____ sqft		\$ 4.35	\$ 4.80	\$ 6.10	_____

CARPET PADDING *includes delivery, material handling, installation and removal*

- Order Carpet Padding by the sqft if your size is not listed on the standard size order form.

Sample: Booth Size: 10 x 25 = 250 sq. ft. @ \$ **1.00**

Qty	Description	Price per sqft (90 sqft minimum)	Online Price	Discount Price	Standard Price	Total
_____	Carpet Padding -1/2" (90 - 700 sq. ft.)		\$ 1.00	\$ 1.10	\$ 1.40	_____
_____	Carpet Padding-1/2" (Over 700 sq. ft.)		\$.55	\$.60	\$.75	_____
_____	Double Carpet Padding - 1/2" (90 - 700 sq. ft.)		\$ 2.00	\$ 2.20	\$ 2.80	_____
_____	Double Carpet Padding -1/2" (Over 700 sq. ft.)		\$ 1.10	\$ 1.20	\$ 1.55	_____

TOTAL COST		
_____	+	_____
Sub-Total		8.375% Tax
	=	_____
		Total Cost

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 ExhibitorSupport@freeman.com



cleaning

NAME OF SHOW: **National Hardware Show® / October 21-23, 2021**

COMPANY NAME: _____ BOOTH #: _____

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

For fast, easy ordering, go to www.freeman.com/store.

CLEANING SERVICES

- **Cleaning is an exclusive service. This includes all floor services and trash removal..**
- Prices are based on total square footage of booth regardless of area to be cleaned.
- **Show Site Prices will apply to all cleaning orders placed at show site.**
- A one time booth vacuuming before the show opens is provided for carpets ordered through Freeman.**

VACUUMING (per sqft - 100 sqft minimum)

Qty (sqft)	Part #	Description	Advance Price	Show Site Price	Total
_____	610100	Booth Vacuuming - One Time **.....	.40	.55	_____
_____	610200	Booth Vacuuming - 2 Days80	1.10	_____
_____	610300	Booth Vacuuming - 3 Days	1.20	1.70	_____

•Includes emptying of your booth's wastebasket(s) at the time of vacuuming.

SHAMPOOING (per sqft - 100 sqft minimum)

Qty (sqft)	Part #	Description	Advance Price	Show Site Price	Total
_____	630100	Shampoo Carpet - One Time70	1.00	_____
_____	630200	Shampoo Carpet - 2 Days	1.40	1.95	_____
_____	630300	Shampoo Carpet - 3 Days	2.10	2.95	_____

PORTER SERVICE (per day)

Qty (# days)	Part #	Description	Advance Price	Show Site Price	Total
_____	620500	Exhibit Area / Under 500 sq.ft.	131.90	184.65	_____
_____	6201500	Exhibit Area / 501 - 1,500 sq. ft.	163.15	228.40	_____
_____	6202500	Exhibit Area / 1,501 - 2,500 sq. ft.	191.50	268.10	_____
_____	6203500	Exhibit Area / Over 2,500 sq.ft.....	Call for Quote		

TOTAL COST

_____	+	_____	=	_____
Sub-Total		8.375 %Tax		Total Cost

SEEING IS BELIEVING

.....

Quality graphics contribute significantly to the impact of your exhibit. With state-of-the-art design and printing capabilities, Freeman brings your banners, signage, and exhibit graphics to life in a larger-than-life way. Our graphics products redefine “high definition,” which means your brand has never been seen like this before.

- Photo-quality / high-resolution printing on a variety of rigid and rolled material including honeycomb, foam, Polyfoam, PVC, acrylic, fabric, vinyl and mesh materials
- Grand Format printers provide high-resolution digital printing of single and double-sided banners in virtually any size
- Electronic file transfer, in-house printing, and company-wide procedure standardization allow us to control quality, cost and scheduling on a nationwide basis
- Extensive resources ensure that last minute repairs and replacements are handled efficiently as needed, no matter where your event may be located



Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to freeman.com

CREATING VISUAL EXCITEMENT

Quality graphics contribute significantly to the impact of your exhibit. Vivid colors and sharp images attract attention, build traffic, and communicate messages more effectively. Freeman has invested in the latest printing technology and has the skills to provide you with the finest high-resolution digital graphic reproduction available.

STATE-OF-THE-ART CAPABILITIES

Freeman can provide four-color, photo-quality, high-resolution digital printing in virtually any size for banners, signage, exhibit graphics, and more. Each Freeman location has stand-alone printing capabilities, along with two additional graphic locations for additional support and for special requirements.

SUPERIOR QUALITY CONTROL

Electronic file transfer, in-house printing, and company-wide standardization of procedures allow us to control quality, cost and scheduling for our customers on a nationwide basis. Last minute repairs and replacements are handled efficiently through our nationwide resources.

DEPTH OF RESOURCES

- 5M UV roll printers provide grand format, four-color, high-resolution digital printing of single and double-sided banners up to 16' wide and virtually any size with seams.
- 3M Dye Sublimation printers provide 10' fabric graphics that work perfectly in our SmartWall panel system.
- UV flatbeds print directly to a variety of ridged materials and offer a 100% recyclable graphic when using a cardboard substrate.
- Freeman offers 100% recyclable substrates that can save you money and the environment.
- Large format Eco-Solvent printers produce high quality graphics for wall, carpet and window applications.
- 3M high speed digital cutters allow for precise cutting of multiple panel applications and also custom router graphic panels.
- Computer-aided graphic design & layout available for your assistance.

REPRODUCTION AND INSTALLATION

- Suspended banners
- Accent graphic photo panels
- Large format signage and banners
- Logo reproduction
- Backlit displays and murals
- Four-color carpet image printing



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**DISCOUNT PRICE
 DEADLINE DATE
 SEPTEMBER 28, 2021**

graphics

NAME OF SHOW: **National Hardware Show® / October 21-23, 2021**

COMPANY NAME: _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS: _____

For fast, easy ordering, go to www.freeman.com/store.

GRAPHICS

To order your graphics, complete this order form and attach your sign copy or electronic file.
 Please see artwork guidelines for electronic files on page 2 of this form.
Note: All graphics are subject to a 100% Cancellation Charge.

DIGITAL GRAPHICS

Freeman has the capabilities to provide you with the finest digital graphic reproduction available. Capabilities include four-color, photo-quality, high-resolution digital printing virtually any size for banners, signage, exhibit graphics and more.

_____ L X _____ W = _____ sqft

_____ sqft \$ 17.00 per sqft discount price
 x or = \$ _____
 \$ 25.50 per sqft standard price

- Minimum order per graphic 9 sqft (1296 sqin)
- Double sqft for double-sided graphics
- Round sqft to next whole increment
- File conversion, retouching, cloning or color correcting may incur additional labor charges. (See reverse side for graphic guidelines.)

LARGE DIGITAL GRAPHICS

Please call an Exhibitor Sales Specialist for price quotes on graphics over 80 sqft.

File Information:
 Electronic File Name _____
 Application _____
 PMS Colors _____

Backing Material:

- | | |
|---|--|
| <input type="checkbox"/> Freeman Foam (Foamcore) | <input type="checkbox"/> Masonite |
| <input type="checkbox"/> Freeman PVC (PVC) | <input type="checkbox"/> Plexi |
| <input type="checkbox"/> Freeman HD Foam (Gatorfoam) | <input type="checkbox"/> Freeman Honeycomb (Eco-Board) |
| <input type="checkbox"/> Freeman Polyfoam (Ultra Board) | <input type="checkbox"/> Other |

The product offered has recycled content or has eco-friendly attributes and is 100% recyclable according to the manufacturer's specifications.

Vertical Horizontal Use Your Judgment For Sign Layout

Special Instructions _____

STANDARD SIZES

CHOOSE YOUR SIZE:

QTY.	Discount Price	Standard Price	TOTAL
7" x 11"	75.90	113.85 =	_____
7" x 22"	77.65	116.50 =	_____
7" x 44"	79.75	119.65 =	_____
9" x 44"	84.45	126.70 =	_____
11" x 14"	93.25	139.90 =	_____
14" x 22"	95.80	143.70 =	_____
14" x 44"	114.20	171.30 =	_____
22" x 28"	119.85	179.80 =	_____
28" x 44"	144.60	216.90 =	_____
20" x 60"	236.50	354.75 =	_____

(white only)

Note: File conversion, retouching, cloning or color may incur additional labor charges. (See reverse side for graphic guidelines.)

INDICATE YOUR SIGN COPY HERE:

* Please feel free to attach additional sign copy on separate page.

Vertical Horizontal Use Your Judgment For Sign Layout

Background Color: _____

Lettering Color: _____

TOTAL COST		
Sub-Total	+	8.375 % Tax
		= Total Cost

CUSTOMER GUIDELINES FOR SUBMITTING GRAPHICS ARTWORK

Our goal is to provide you with the best possible quality graphics for your event or exhibit. You can help us in that effort by providing digital art files using the following guidelines. If you are sending us completed, print-ready files, please pass the following information on to your graphics designer or art department. Artwork must be submitted in the proper resolution and/or file size to produce quality images. Please provide proper color matching information and proofs to ensure accurate color reproduction.

PLEASE PROVIDE THE FOLLOWING WHEN SUBMITTING ART

RASTER ART (photos, logos containing any continuous tone images):

- Art submitted at 1:1 (100%), resolution should be no less than 60 dpi (100 dpi preferred)
- Art submitted at 2:1 (50%), resolution should be no less than 120 dpi (200 dpi preferred)
- Art submitted at 4:1 (25%), resolution should be no less than 240 dpi (400 dpi preferred)

VECTOR ART:

- Logos should be vector and have outlined fonts (if provided as bitmap, please use high-res images)

FONTS and LINKS

- Supply all fonts used in your design (zip Mac fonts). If unsure how to collect fonts, convert them to outlines
- Supply all links used in your document. Use packaging feature if available. If unsure how to collect links, embed them in the file when saving.

COLOR

- If PMS color matching is required, please use original Pantone + Solid Coated swatches in your artwork. Modifying Pantone names will result in printing default color (CMYK)
- CMYK artwork will be produced "As Is". Our color output is balanced and vibrant.
- Convert RGB art to CMYK if possible.
- If you are sending Certified Color Proofs (Gracol, Swop, Fogra), please provide ICC file information used to print your samples. Best option would be to include ICC chart on your prints.

ARTWORK IN THE STRUCTURE

- Please note that any panels going in the metal frame will hide 1/4" of your art all the way around. If you have a continuous wall where individual panels are divided by metal, use 1.25" spacing in between each panel to account for gaps and the natural flow of the graphics.

ACCEPTABLE FILE SOFTWARE

We are capable of working with both PC and MAC based software, and can accept art created with the ADOBE Creative Suite - Illustrator, InDesign, and Photoshop

Always provide the following:

- Native files with fonts and links (zipped)
- High-res PDF-X/4 exports of the files

ACCEPTABLE FILE TYPES and SUPPORT FILES

NATIVE FILES:

- AI CLOUD (CC) file with Packaged supporting links and fonts. You may keep images linked but Packaging feature must be used.
- AI (CS6, CS5, CS4...) file with embedded links and outlined fonts
- EPS file with embedded links and outlined fonts
- INDD file with Packaged supporting links and fonts

PRINT FILES:

- High-res PDF-X/4 (preferred)
- AI with PDF content (choose this option when saving file)
- EPS files with embedded links and outlined fonts

RASTER OR BITMAP ART:

- Photoshop EPS (preferred, use 8-bit preview, Max, Quality JPG compression)
- PSD (make sure font layers are rasterized)
- TIFF, JPG (quality 8 and higher)

Mac users: Use Zip or Stuffit programs when submitting fonts other than OTF (Open Type Fonts)

WAYS TO SEND ARTWORK

• When placing an order online, your order confirmation will include a link to our secure file sharing library to upload your graphic files. If your order is faxed in, or if you are working directly with a Freeman team member, a link will be emailed to you when your order is processed.

LET US DO THE HEAVY LIFTING

Freeman specialists are ready to assist you with all of your exhibit requests, from beginning to end. And when it comes to installing and dismantling exhibits, we make no exceptions. Whether it's shipping and storage, emergency on-site repairs, basic installation and dismantling or support service coordination, including electrical, furnishings and more, Freeman has the resources and capabilities to ensure the most successful show experience possible.



Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to www.freeman.com

Freeman installation & dismantling experts work closely with you to coordinate every phase of your trade show participation, including:

- Pre-planning and budget consultation
- Skilled labor coupled with support services coordination - electrical, furnishings, floral, transportation, and audio visual
- On-site supervisors with dedicated floor managers
- Full, in-house carpentry for emergency repairs and refurbishing
- Post-show evaluations focused on incremental improvement to meet rapidly changing market conditions based upon customer feedback
- Post-show evaluations that help identify small changes that make big impacts

ON-SITE SUPERVISION

You may wish to supervise labor on your own, but if you need assistance, Freeman installation & dismantling experts will get the job done as an extension of your team.

If You Use Freeman Staff

Exhibits can be set up prior to your arrival under the direction of Freeman I&D supervisors.



01/17 | 55774

NAME OF SHOW: **National Hardware Show® / October 21-23, 2021**

COMPANY NAME: _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS: _____

For fast, easy ordering, go to www.freeman.com/store.

INSTALLATION & DISMANTLE LABOR

Description	Advance Price
Straight Time: 8:00 AM to 5:00 PM Monday through Friday.....	\$105.75
Overtime: 5:00 PM to 8:00 AM Monday through Friday	\$170.50
All day Saturday, Sunday and recognized holidays	

- **Show Site prices will apply to all labor orders placed at show site.**
- Price is per person/per hour.
- Start time guaranteed only at start of working day.
- One hour minimum per person - labor thereafter is charged in half (1/2) hour increments.
- Labor must be canceled in writing, 24 hours in advance to avoid a one (1) hour cancellation fee per worker.
- When scheduling dismantle labor, be sure to allow sufficient time for empty containers to be returned to your booth.
- Freeman supervised jobs will be completed at our discretion prior to show opening and before the hall must be cleared. **Please include setup plan/photo, special instructions & inbound shipping information with this order.**

INSTALLATION LABOR

Freeman Supervised Labor - Please complete the reverse side of this form.

- Installation of your exhibit will be completed at our discretion prior to show opening.
- The charge for this service is 30% of the total installation labor bill, with a minimum of \$45.00.

Emergency contact: _____ Phone Number: _____

Exhibitor Supervised Labor (Supervisor must check in at the Freeman Service Center to pick up labor)

Supervisor will be: _____ Phone Number: _____

Date	Start Time	No. of People	Approx. Hrs. per Person	Total Hrs.	Hourly Rate	Estimated Total Cost
_____	_____	_____ x	_____	= _____	x _____ = \$	_____
_____	_____	_____ x	_____	= _____	x _____ = \$	_____
Freeman Supervision (30%/\$45.00) = \$						_____
8.375% Tax = \$						(N/A)
Total Installation = \$						_____

DISMANTLE LABOR

Freeman Supervised Labor - Please complete the reverse side of this form.

- Freeman is not responsible for product or literature that is not properly packed and labeled by exhibitor.
- The charge for this service is 30% of the total dismantle labor bill, with a minimum of \$45.00.

Emergency contact: _____ Phone Number: _____

Exhibitor Supervised Labor (Supervisor must check in at the Freeman Service Center to pick up labor)

Supervisor will be: _____ Phone Number: _____

Date	Start Time	No. of People	Approx. Hrs. per Person	Total Hrs.	Hourly Rate	Estimated Total Cost
_____	_____	_____ x	_____	= _____	x _____ = \$	_____
_____	_____	_____ x	_____	= _____	x _____ = \$	_____
Freeman Supervision (30%/\$45.00) = \$						_____
8.375% Tax = \$						(N/A)
Total Dismantle = \$						_____

installation & dismantle labor

NAME OF SHOW: **National Hardware Show® / October 21-23, 2021**

COMPANY NAME: _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS: _____

FREEMAN SUPERVISED LABOR

IN ORDER TO BETTER SERVE YOU - Please complete the following information if your display is to be set-up and/or dismantled by Freeman I&D and you will not be present to supervise the installation and/or dismantle.

INBOUND SHIPPING & SET-UP INFORMATION

Freight will be shipped to: Warehouse _____ Show Site _____ Date Shipped _____

Total No. of Pieces: Crates _____ Cartons _____ Fiber Cases _____

Setup Plan/Photo: Attached _____ To Be Sent With Exhibit _____ In Crate No. _____

Carpet: With Exhibit _____ Rented From Freeman _____ Color _____ Size _____

Electrical Placement: Drawing Attached _____ Drawing With Exhibit _____ Electrical Under Carpet _____

Comments: _____

Graphics: With Exhibit _____ Shipped Separately _____

Comments: _____

Special Tools/Hardware Required: _____

OUTBOUND SHIPPING INFORMATION

SHIP TO: _____

Select a Carrier:

Freeman Exhibit Transportation:
 No need to schedule your outbound shipment.
 Charges will appear on your Freeman invoice.
 Freeman will make arrangements for all
 Freeman Exhibit Transportation shipments.

Other Carrier:
 Carrier Name: _____
 Carrier Phone: _____
 Arrangements for pick-up by other carriers is the responsibility of the
 exhibitor.

Select Level of Service:

- 1 Day: Delivery next business day
- 2 Day: Delivery by 5:00 PM second business day
- Deferred: Delivery within 3-5 business days
- Standard Ground
- Specialized: Pad wrapped, uncrated or truckload

Freight Charges:

Same as ship to

Bill To: _____

Select Shipment Options (if applicable)

- Have loading dock
- Inside delivery
- Pad wrap required
- Do not stack
- Lift gate required
- Air ride required
- Residential

In the event your selected carrier fails to show on final move-out day, please select one of the following options:

- Re-route via Freeman's choice
- Deliver back to the warehouse at exhibitor's expense

PLEASE NOTE: Freeman is not responsible for product or literature that is not properly packed and labeled by the exhibitor.

installation & dismantle labor

NAME OF SHOW: **National Hardware Show® / October 21-23, 2021**

COMPANY NAME: _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS: _____

For fast, easy ordering, go to www.freeman.com/store.

FORKLIFT & RIGGING LABOR

Straight Time: 8:00 AM to 5:00 PM Monday through Friday
Overtime: 5:00 PM to 8:00 AM Monday through Friday and all day Saturday, Sunday and recognized holidays

- **Show site prices will apply to all labor orders placed at show site**
- Start time guaranteed only at start of working day
- One hour minimum - labor thereafter is charged in half (1/2) hour increments
- Supervisor must check in at the Freeman Service Center to pickup labor
- When scheduling dismantle labor, be sure to allow sufficient time for empty containers to be returned to your booth

Part #	Description	Advance Price	Show Site Price
FORKLIFT LABOR			
304050	Forklift w/operator - up to 5,000 lbs - ST.....	\$209.50	\$209.50
304051	Forklift w/operator - up to 5,000 lbs - OT.....	\$274.50	\$274.50
3040100	Forklift w/operator - up to 10,000 lbs - ST.....	\$226.25	\$226.25
3040101	Forklift w/operator - up to 10,000 lbs - OT.....	\$290.00	\$290.00
3040150	Forklift w/operator - up to 15,000 lbs - ST.....	\$254.50	\$254.50
3040151	Forklift w/operator - up to 15,000 lbs - OT.....	\$390.25	\$390.25
304040	Forklift w/operator - 4-Stage - ST.....	\$287.00	\$287.00
304041	Forklift w/operator - 4-Stage - OT.....	\$351.25	\$351.25
RIGGING LABOR			
3020100	Rigger - ST.....	\$107.00	\$107.00
3020101	Rigger - OT.....	\$171.50	\$171.50
EQUIPMENT			
3090600	Forklift Cage.....	\$44.25	\$61.95
3090700	Forklift Boom.....	\$44.25	\$61.95
3090800	Pallet Jack.....	\$44.25	\$61.95

INSTALLATION

Part #	Description	Start Date	Start Time	No. Equip/ People	Approx. Hrs. per Person	Total Hours	Hourly Rate	Estimated Total Cost

Describe work to be done: _____

Sub-Total \$ _____

8.375% Tax \$ **(N/A)**

Total Installation \$ _____

DISMANTLE

Part #	Description	Start Date	Start Time	No. Equip/ People	Approx. Hrs. per Person	Total Hours	Hourly Rate	Estimated Total Cost

Describe work to be done: _____

Sub-Total \$ _____

8.375% Tax \$ **(N/A)**

Total Dismantle \$ _____

IMPORTANT INFORMATION - PLEASE READ PRIOR TO ORDERING

HANGING TRUSS & LIGHTING EQUIPMENT

OFFICIAL SERVICES CONTRACTOR RESPONSIBILITIES

- Freeman personnel/employees must operate all chain motors, including the final trim.
- Freeman personnel/employees only will be allowed in aerial lifts.
- Freeman personnel/employees only will be allowed to operate mechanized equipment.
- Freeman personnel/employees must assemble and disassemble any and all overhead rigging. This includes, but is not limited to:
 - * The assembly of all truss
 - * The attachment and disassembly of light fixtures to truss
 - * The installation and dismantle of power sources, programmable dimmable lighting packages, chain motors and span sets.
- Freeman Electricians will run all initial power sources and Freeman personnel will make all connections to the dimmable power sources.
- Freeman Stagehands install/dismantle all programmable dimmable lighting fixtures, video walls, audio, and projection.

PLACING YOUR ORDER (please include these items when placing your order)

- Complete the Method of Payment
- Complete the Hanging Truss & Chain Hoist Order Form
- Complete the Electrical Order Form for chain hoist power
- Complete the Electrical Labor Order Form for chain hoist power
- Include Rigging Plot in a DWG format with the order forms - plot must reflect the following:
 1. Hang point locations
 2. Height above the floor of each hang point
 3. Weight that will be suspended from each hang point
 4. Exhibit plan showing the location of the hang points and the structure as it pertains to the exhibit plan
- **Complete the Structural Integrity Statement - See enclosed LVCC Rigging Regulations.**
- Send the above information to Freeman at the address on the order forms

GROUND-SUPPORTED TRUSS & LIGHTING EQUIPMENT

OFFICIAL SERVICES CONTRACTOR RESPONSIBILITIES

- Freeman personnel/employees will provide installation and dismantle labor of self-climbing and/or mechanized truss systems.
- Freeman personnel/employees must install and dismantle any programmable dimmable lighting fixtures that are attached to any ground-supported truss.
- Freeman personnel/employees must assemble and disassemble as well as install and dismantle all electrical hanging signs.

PLACING YOUR ORDER (please include these items when placing your order)

- Complete the Method of Payment
- Complete the Hanging Truss & Chain Hoist Order Form
- **Complete the Structural Integrity Statement**
- Send the above information to Freeman at the address on the order forms

NON-ELECTRICAL HANGING SIGNS (UNDER 200 POUNDS)

OFFICIAL SERVICES CONTRACTOR RESPONSIBILITIES

- Freeman personnel/employees must assemble and disassemble, install and dismantle all hanging signs.

PLACING YOUR ORDER (please include these items when placing your order)

- Complete the Method of Payment
- Complete the Hanging Sign Order Form
- Include Assembly Instructions
- **Complete the Structural Integrity Statement**
- Ship sign to Freeman warehouse using the "Hanging Sign" shipping labels provided
- Send the above information to Freeman at the address on the order forms

IMPORTANT INFORMATION (continued)

NON-ELECTRICAL HANGING SIGNS (OVER 200 POUNDS - CHAIN HOIST REQUIRED)

OFFICIAL SERVICES CONTRACTOR RESPONSIBILITIES

- Freeman personnel/employees must assemble and disassemble all hanging signs.
- Freeman personnel/employees must install and dismantle all hanging signs.
- Freeman personnel/employees will install chain hoist and attach sign to the hoist.

PLACING YOUR ORDER (please include these items when placing your order)

- **Read enclosed LVCC Rigging Regulations**
- Complete the Method of Payment
- Complete the Hanging Sign Order Form
- Complete the Hanging Truss & Chain Hoist Order Form
- Complete the Electrical Order Form for chain hoist power
- Complete the Electrical Labor Order Form for chain hoist power
- Include Assembly Instructions
- All rigging plans must be submitted to Freeman Rigging Manager three (3) weeks prior to move-in in a DWG format.
- **Complete the Structural Integrity Statement**
- Ship sign to Freeman warehouse using the "Hanging Sign" shipping labels provided
- Send the above information to Freeman at the address on the order forms

ELECTRICAL HANGING SIGNS

OFFICIAL SERVICES CONTRACTOR RESPONSIBILITIES

- Freeman personnel/employees will assemble and disassemble all electrical hanging signs.
- Freeman personnel/employees will install and dismantle all electrical hanging signs.
- Freeman personnel/employees will install chain hoist and attach sign to the hoist for signs over 200 pounds.
- Power for chain hoist must be included with your order for electrical services.

PLACING YOUR ORDER (please include these items when placing your order)

- Complete the Hanging Sign Order Form
- Complete the Electrical Labor Order Form
- Complete the Electrical Services Order Form
- Include Assembly Instructions
- **Complete the Structural Integrity Statement**
- Ship sign to Freeman warehouse using the "Hanging Sign" shipping labels provided.
- Send the above information to electrical contractor at the address on the order forms

STRUCTURAL INTEGRITY

VIDEO WALLS

- A final technical drawing must be approved by LVCVA Fire & Safety and Freeman. The structure must be built exactly as specified in the drawing. All video walls must also be in accordance with ANSI E1.50-1.
- Any structures of any height (typically over 16 ft. tall) that LVCVA Fire & Safety deems to be unsafe and/or unstable is subject to being tied off to a structural element at the Exhibitor's expense.
- All contents of the booth are subject to onsite inspection. If any element of the booth does not meet structural integrity standards, it is subject to onsite changes at the Exhibitor's expense.

TRUSS

- All truss must have a wet-stamped drawing from a U.S. licensed engineer and the final version must be approved by LVCVA Fire & Safety and Freeman. The structure must be built exactly as specified in the drawing (i.e. inclusion of weather monitoring equipment, standby labor, etc.). All outdoor trusses must also include a staking and ballasting plan, if needed, and the wind load must be in accordance with IBC or ANSI E1.21.
- Any trusses or structures of any height (typically over 16 ft. tall) that LVCVA Fire & Safety deems to be unsafe and/or unstable is subject to being tied off to a structural element at the Exhibitor's expense.
- All contents of the booth are subject to onsite inspection. If any element of the booth does not meet structural integrity standards, it is subject to onsite changes at the Exhibitor's expense.

LAS VEGAS CONVENTION CENTER RIGGING REGULATIONS

Please carefully read these regulations. The Las Vegas Convention Center will strictly enforce these rules.

1. Any object over 200 lbs. or requiring the use of chain motors must be submitted to Freeman for approval by the Las Vegas Convention Center.
2. Freeman is required to reflect the plot plan for all booths on the overall ceiling plan for every show at the Las Vegas Convention Center. Freeman cannot hang any object prior to receiving approval from the Director of Engineering or his/her representative.
3. The exhibitor must submit all rigging plans to the Rigging Manager at Freeman 21 days prior to the start of rigging installation for submittal to the Las Vegas Convention Center.
4. All submitted files should be in DWG format. VectorWorks and PDF format files are not acceptable. Any conversion to DWG will be charged to the exhibitor at \$152.00 per hour (straight time).
5. The exhibitor is responsible for reflecting the structure of rigging, load calculations, and an overlay of the rigging within their booth space in their DWG.
6. The exhibitor will be charged \$152.00 per hour (straight time), with a two hour minimum, to transfer the plot plan to the overall ceiling grid that Freeman is required to submit to the Las Vegas Convention Center.
7. Any conversions, revisions, or changes will be billed at \$152.00 per hour (straight time).
8. If exhibitor gear is used, the exhibitor must provide certifications for all hoist motors and rigging apparatus' upon request of the Las Vegas Convention Center Director of Engineering.
9. All special and unusual weights, motors, and apparatus or items not normally hung must obtain written permission from the Las Vegas Convention Center Director of Engineering. Exceedingly large rigs that support abnormal loads, or non-uniform distribution of weight or hardware, may require (at the exhibitor's expense) plans that have been approved and stamped by a licensed engineer selected by the LVCVA.
10. Any weight load exceeding the pre-approved limits is subject to removal at the exhibitor's expense.
11. Weight on catwalks will not exceed 25 pounds per square foot.
12. Rigging under catwalk structures is prohibited.

NAME OF SHOW: **National Hardware Show® / October 21-23, 2021**

COMPANY NAME: _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS: _____

For fast, easy ordering, go to www.freeman.com/store.

HANGING SIGN LABOR

INSTRUCTIONS

- Overhead hanging signs are to be sent in separate containers directly to advance warehouse using the enclosed Hanging Sign Labels. This container **MUST** arrive by the warehouse shipping deadline. If these procedures are not followed, Freeman cannot guarantee the hanging of your sign or advance pricing.
- All ceiling rigging must conform to show management rules and regulations and facility limitations.
- All overhead hanging must be assembled, installed, and removed by Freeman. Please refer to the Freeman Terms and Conditions found in the Exhibitor Services Manual as it relates. Please complete the enclosed Labor Order Form for labor to assemble your hanging sign.
- Set up instructions must be provided for signs needing assembly.
- Hanging anchor points must be pre-fabricated and ready for use.
- Electrical signs must be in working order and in accordance with the National Electrical Code. Electrical service requirements must be ordered in advance on the enclosed Electrical Order Form.
- If any hang point supports over 200 lbs., notify Freeman immediately for special authorization.
- LVCC Rigging Regulations must be adhered to in order to complete your hang. Refer to LVCC Rigging Regulations for details.**

SIGN DESCRIPTION, SIZE & WEIGHT

For signs other than banners, include blueprint or drawing with detailed information so hanging anchor points can be determined.

Type: Cloth Banner _____ Metal or Wood _____ Other _____

Shape: Square _____ Triangle _____ Rectangle _____ Other _____

Size: Height _____ Length _____ Width _____

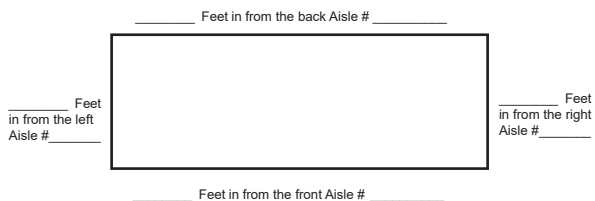
Weight of Sign: _____

Does Your Sign Require: Electricity _____ Assembly _____

Is Your Sign Designed to Rotate? _____ Yes _____ No
(Initial in the applicable box above)

PLACEMENT DIAGRAM

- Use diagram below to represent your booth space. Indicate how far in from each boundary you would like your sign placed.
- The ceiling structure and relation to the support beams may require your sign to be moved from your specified location.



Number of feet from floor to top of sign: _____

**STRUCTURAL INTEGRITY STATEMENT
 MUST ACCOMPANY ORDER**

(505716) FY22 LVCC

EQUIPMENT AND LABOR RATES TO HANG SIGNS

Equipment With Crew

- Standard Prices will apply to all orders placed after the deadline date.**
- Standard Prices will apply to all hanging sign orders placed at show site.**
- Rates are per lift and crew per hour.
- Condor with crew consists of condor, operator and rigger.
- Additional crew and/or equipment will be used if the supervisor deems it necessary to safely complete the installation and/or dismantling of a job and it will be charged accordingly.
- Assembly and Ground Labor is an additional charge.
- One hour minimum per lift/crew - lift/crew thereafter is charged in half (1/2) hour increments.
- Freeman components (cable, clamps, etc.) will be used to install all hanging signs and charged accordingly.

LABOR RATES

	Discount Price	Standard Price
Condor (up to 200 lbs lift capacity)		
Condor with crew	\$685.75	\$960.25
Additional Crew/Assembly Labor (Per person / Per hour)		
Sign Assembly/Ground Labor	\$139.75	\$195.50

- Rates are blended to include any overtime to accomplish the hanging of all signs in a timely manner prior to the opening of the show.**

	Advance Price	Show Site Price
Electrical Assembly (Per person / Per hour)		
Electrical Assembly/Ground Labor		
Straight Time	\$130.50	\$182.75
Overtime	\$260.75	\$365.00

Straight Time (cannot be guaranteed)

8:00 AM to 5:00 PM, Monday through Friday

Overtime

8:00 AM & 5:00 PM Monday through Friday and all day Saturday, Sunday and recognized holidays

Installation Estimate

Approx Hours Hourly Rate Total Estimated Cost
 _____ @ _____ = _____

Dismantle Estimate

Approx Hours Hourly Rate Total Estimated Cost
 _____ @ _____ = _____

PLEASE NOTE:

- Freeman will begin to assemble and hang the signs as soon as the hall is accessible as long as the order and the sign are received by the appropriate deadline dates.
- In the event the order and sign are not received by the deadline date, Standard Prices will apply and the sign will be hung when the equipment and labor become available.

NAME OF SHOW: **National Hardware Show® / October 21-23, 2021**

COMPANY NAME: _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS: _____

For fast, easy ordering, go to www.freeman.com/store.

STRUCTURAL INTEGRITY STATEMENT

**STRUCTURAL INTEGRITY STATEMENT
THIS FORM MUST BE RETURNED
FOR ALL SUSPENDED STRUCTURES**

_____, the contracted exhibitor at the **National Hardware Show®** and (if applicable), the display house or builder for the aforementioned exhibitor, do hereby certify and guarantee that the stress points for the hanging structure have been properly engineered and tested. We further certify that the structure can be hung safely and has been constructed to meet all applicable regulations and safety measures.

We hereby release, indemnify and forever hold harmless the **ASSOCIATION, LAS VEGAS CONVENTION CENTER, FREEMAN**, and its subsidiaries, their directors, officers, employees, representatives, agents and contractors from and against any and all liability, claims, damage, loss, fines, or penalties arising from the installation, use or dismantling of this structure. All hang points supporting in excess of 200 lbs. may be verified (metered) on site at exhibitor's expense.

Exhibiting Company: _____ Booth #: _____

Authorized Signature: _____

Authorized Name: _____ Date: _____

E-Mail: _____

Display House/Builder (if applicable): _____

Authorized Signature: _____

Authorized Name: _____ Date: _____

E-Mail: _____

structural integrity statement

NAME OF SHOW: **National Hardware Show® / October 21-23, 2021**

COMPANY NAME: _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS: _____

For fast, easy ordering, go to www.freeman.com/store.

HANGING TRUSS & CHAIN HOIST

- Orders received after the deadline date will be charged the Standard Price.
- All rigging must comply with LVCC and Show Management rules and regulations and facility limitations.
- All overhead rigging and flown objects must be assembled and disassembled by Freeman. Exhibitor's display company and/or I & D representatives may supervise only and will not be allowed to assemble/disassemble or install and remove rigging or flown objects. No one other than Freeman employees will be permitted in lifts.
- Freeman requires an engineered print of all truss and lighting rigging, including rigging point loads per our facility agreement. Failure to provide a DWG file of the rigging plot with load and required information three (3) weeks prior to move-in may prohibit your rig from being hung.
- Time will commence per exhibitors request. Failure to start at the requested time will result in a 4 hour minimum charge per stagehand person requested, unless 24-hour advance notice is provided in writing.
- Stagehand labor is based on a four hour minimum.
- During run of show, there will be a 2 hour turn on / 2 hour turn off charge per day, based on the four hour minimum.
- Freeman Stagehands install/dismantle all programmable dimmable lighting fixtures, video walls, audio, and projection.
- For Pre Rigging, please contact Freeman for availability.

LIGHTING DESIGNER INFORMATION - NOTE: LVCC RIGGING REGULATIONS MUST BE ADHERED TO

Company Name: _____ Contact Name: _____ Phone: _____

Description	Discount Price	Standard Price
-------------	----------------	----------------

RIGGING EQUIPMENT

- Rates are blended to include any overtime to accomplish the hanging of all signs in a timely manner prior to the opening of the show
- Rates are per lift and crew, per hour
- Crew consists of 1 Operator and 1 Ground Man

Condor w/crew.....	\$685.75	\$960.25
Scissor Lift w/crew.....	\$461.75	\$646.75

RIGGING LABOR (please indicate labor needed by checking appropriate box(es) below)

Straight Time: 8:00 AM to 5:00 PM Monday through Friday

Overtime: 5:00 PM to 8:00 AM Monday through Friday and all day Saturday, Sunday and recognized holidays

Rigging Labor - ST	\$139.75	\$195.50
Rigging Labor - OT	\$139.75	\$195.50

- High Rigger Ground Rigger Theatrical Stage Electrician Programmer Projectionist A/V Technician Sound Technician

MISCELLANEOUS LABOR

- During run of show, there will be a 2 hour turn on / 2 hour turn off charge per day, based on the four hour minimum.
- Charges do not apply if your electrical needs consist of 20 amps or less.

Turn-On / Turn-Off Charge - ST.....	\$136.75	\$191.75
Turn-On / Turn-Off Charge - OT	\$273.50	\$383.00

Qty	Description	Discount Price	Standard Price	Total
-----	-------------	----------------	----------------	-------

MISCELLANEOUS EQUIPMENT

_____ One Ton Hoist (power not included - complete Electrical Order Form) *	\$609.25	\$852.95	\$ _____
_____ Half Ton Hoist (power not included - complete Electrical Order Form) *	\$545.90	\$764.30	\$ _____

Temporary hoist power must be ordered separately and cannot be ordered in conjunction with any other outlet.

_____ 20.5" Box Truss (per foot) *	\$32.20	\$45.10	\$ _____
_____ 12" Box Truss (per foot) *	\$25.00	\$35.00	\$ _____
_____ Small Rotator	\$259.25	\$363.00	\$ _____
_____ Large Rotator	\$517.25	\$724.15	\$ _____
_____ Man Lift (per day).....	\$225.75	\$316.05	\$ _____
_____ Genie Hand Crank (per day).....	\$225.75	\$316.05	\$ _____

Sub-Total for Miscellaneous Equipment

*** Add 8.375% Tax**

Grand Total.....

**STRUCTURAL INTEGRITY STATEMENT
 MUST ACCOMPANY ORDER**

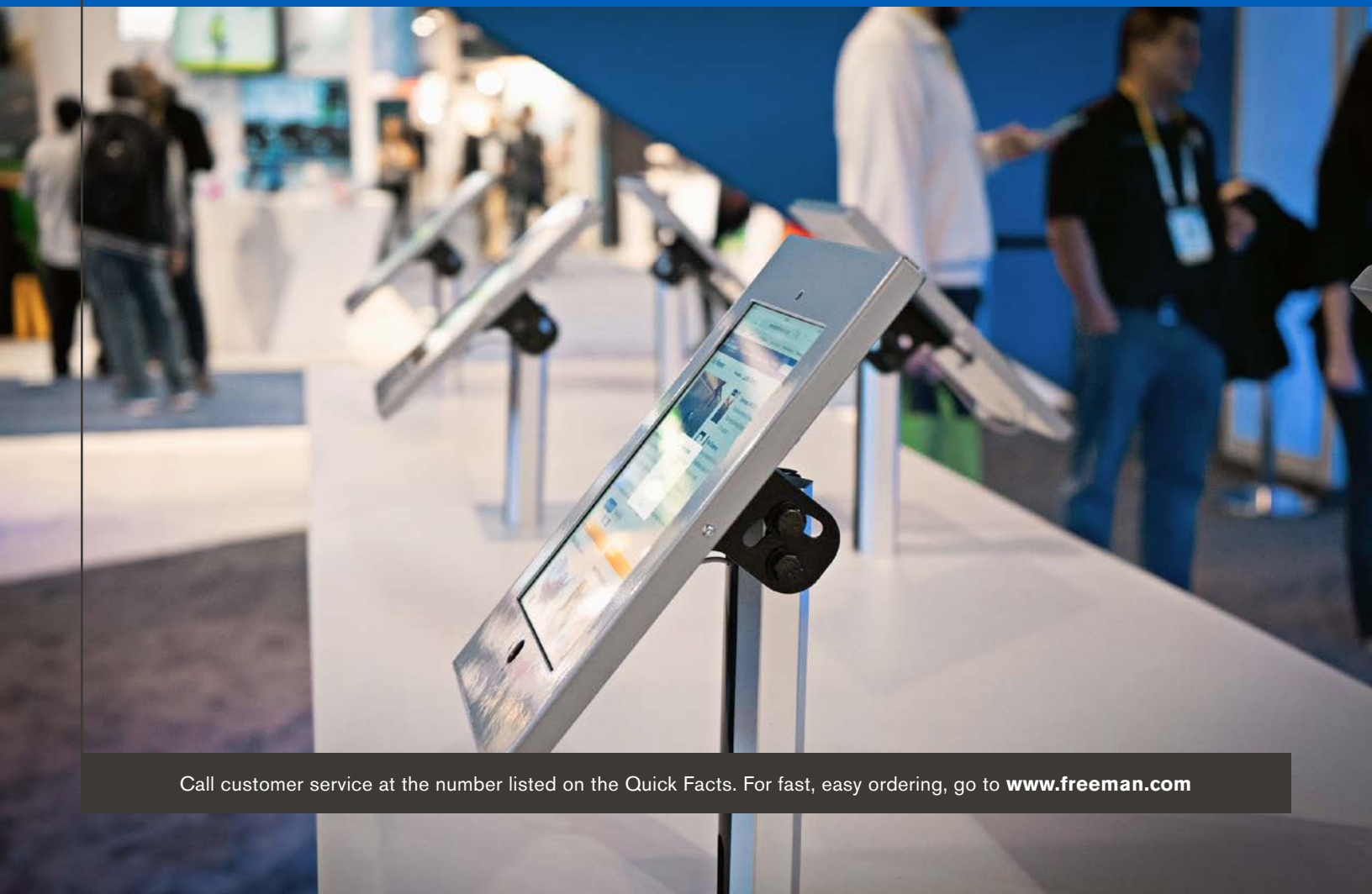
Please attach a detailed production schedule that includes a daily list of labor and equipment needed for the duration of the show.

EVENT TECHNOLOGIES THAT ENHANCE EXPERIENCES

.....

When it comes to promoting your exhibit, let our technology do the talking. Freeman offers the most extensive inventory of audio visual products available, ensuring a custom experience that excites the senses and breathes life into your booth, giving it the appeal to draw in customers.

- Our audio visual experts can assist with a wide range of technology solutions for custom rental exhibit programs that fit any size or budget
- Full service resources include digital services, flat screen technology, intelligent LED light displays, seamless plasma and LED panel solutions and immersive audio experiences
- Schedule deliveries with advance confirmation to meet your timeline specifications
- Preshow consultation, installation, operation, and comprehensive invoice services provide a streamlined solution for all your rental needs



Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to www.freeman.com

Freeman Audio Visual offers the widest array of audio visual products in our expansive network throughout North America. Our exhibit specialists can assist with a full range of audio visual equipment for portable, modular and custom rental exhibit programs to fit any size or budget. Full service resources include digital services, lighting, flat screen technology, computer equipment and LED displays.

Freeman Audio Visual establishes the right combination of equipment and services that will command attention while communicating your company's message. Whatever your needs, our dedicated service and technical on-site support teams will be available to ensure your exhibit program's success. With more than 3,500 full-time audio visual experts and \$100 million in inventory, you can always count on Freeman Audio Visual to recommend the perfect combination of audio visual solutions to enhance your company's brand.

- PRESHOW CONSULTATION REGARDING EQUIPMENT SPECIFICATIONS AND BUDGETING
- ONE SEAMLESS SOURCE FOR ALL YOUR TECHNOLOGY SOLUTIONS, INCLUDING A COMPLETE RANGE OF AUDIO VISUAL AND COMPUTER EQUIPMENT AND INSTALLATION SERVICES
- INTELLIGENT LIGHTING DESIGN, INSTALLATION AND OPERATION
- SCHEDULED DELIVERIES WITH ADVANCE CONFIRMATION TO MEET YOUR TIMELINES
- AUDIO VISUAL EXPERTS THAT OFFER PERSONALIZED, DEDICATED SERVICE



NAME OF SHOW: **National Hardware Show® / October 21-23, 2021**

COMPANY NAME: _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS: _____

For fast, easy ordering, go to www.freeman.com/store.

EVENT TECHNOLOGY

- Orders received after the deadline date or without payment will be charged the Standard Price.
- Electrical and internet services are not included in equipment pricing.
- Pricing is for the length of the event and includes product delivery.
- Please call for meeting room support or items that are not listed.

FLAT SCREEN PACKAGES

Qty	Description	Discount Price	Standard Price	Total
• All screens are 1080p with dual post stand				
_____	32" Flat Screen.....	\$708.75	\$947.70	\$ _____
_____	42" Flat Screen.....	\$860.65	\$1,145.15	\$ _____
_____	55" Flat Screen.....	\$1,442.80	\$1,902.00	\$ _____
_____	70" Flat Screen.....	\$2,050.30	\$2,691.75	\$ _____
_____	90" Flat Screen (includes hydraulic stand).....	\$3,645.00	\$4,738.50	\$ _____
• All screens are 1080p with dual post stand and external USB media player.				
_____	32" Flat Screen.....	\$830.25	\$1,079.50	\$ _____
_____	42" Flat Screen.....	\$982.15	\$1,276.75	\$ _____
_____	55" Flat Screen.....	\$1,565.30	\$2,033.60	\$ _____
_____	70" Flat Screen.....	\$2,171.80	\$2,823.35	\$ _____
_____	90" Flat Screen (includes hydraulic stand).....	\$3,766.50	\$4,896.45	\$ _____
• All screens are 1080p with dual post stand and laptop.				
_____	32" Flat Screen.....	\$1,037.80	\$1,349.15	\$ _____
_____	42" Flat Screen.....	\$1,189.70	\$1,546.60	\$ _____
_____	55" Flat Screen.....	\$1,771.90	\$2,303.45	\$ _____
_____	70" Flat Screen.....	\$2,379.40	\$3,093.20	\$ _____
_____	90" Flat Screen (includes hydraulic stand).....	\$3,974.05	\$5,166.30	\$ _____

TOUCHSCREEN PACKAGES

Qty	Description	Discount Price	Standard Price	Total
• All packages include dual post stand and laptop.				
_____	32" Touchscreen.....	\$1,366.90	\$1,776.95	\$ _____
_____	46" Touchscreen.....	\$1,771.90	\$2,303.45	\$ _____
_____	55" Touchscreen.....	\$2,176.90	\$2,829.95	\$ _____
• All packages include dual post stand.				
_____	32" Touchscreen.....	\$1,037.80	\$1,349.15	\$ _____
_____	46" Touchscreen.....	\$1,442.80	\$1,875.15	\$ _____
_____	55" Touchscreen.....	\$1,847.80	\$2,402.15	\$ _____

NAME OF SHOW: **National Hardware Show® / October 21-23, 2021**

COMPANY NAME: _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS: _____

FLAT SCREEN DISPLAYS

Qty	Description	Discount Price	Standard Price	Total
-----	-------------	----------------	----------------	-------

• Please call for pricing on Flat Screens 98" and larger, 4K UHD, & LED Video Wall options.

_____	24" Monitor - 1080p, (no sound).....	\$293.65	\$381.70	\$ _____
	<input type="checkbox"/> Table Top <input type="checkbox"/> Wall Mounted			
_____	32" Flat Screen - 1080p, with Internal Speakers.....	\$480.95	\$625.20	\$ _____
	<input type="checkbox"/> Table Top <input type="checkbox"/> Wall Mounted			
_____	42" Flat Screen - 1080p, with Internal Speakers.....	\$632.80	\$822.65	\$ _____
	<input type="checkbox"/> Table Top <input type="checkbox"/> Wall Mounted			
_____	55" Flat Screen - 1080p, with Internal Speakers.....	\$1,215.00	\$1,579.50	\$ _____
	<input type="checkbox"/> Table Top <input type="checkbox"/> Wall Mounted			
_____	70" Flat Screen - 1080p, with Internal Speakers.....	\$1,822.50	\$2,369.25	\$ _____
	Stand included. Cannot be wall mounted.			

TOUCHSCREEN DISPLAYS

Qty	Description	Discount Price	Standard Price	Total
-----	-------------	----------------	----------------	-------

• Touchscreens will require a PC/laptop to operate. Not compatible with Mac. Please call for larger sizes.

_____	32" Touchscreen with Internal Speakers.....	\$810.00	\$1,053.00	\$ _____
	<input type="checkbox"/> Table Top <input type="checkbox"/> Wall Mounted			
_____	46" Touchscreen with Internal Speakers.....	\$1,215.00	\$1,579.50	\$ _____
	<input type="checkbox"/> Table Top <input type="checkbox"/> Wall Mounted			
_____	55" Touchscreen with Internal Speakers.....	\$1,620.00	\$2,106.00	\$ _____
	<input type="checkbox"/> Table Top <input type="checkbox"/> Wall Mounted			

VIDEO PLAYERS

Qty	Description	Discount Price	Standard Price	Total
-----	-------------	----------------	----------------	-------

_____	USB Media Player.....	\$121.50	\$157.95	\$ _____
_____	Blu-ray Player.....	\$151.90	\$197.45	\$ _____
	HDCP Compliant, compatible with Blu-ray and DVD			

COMPUTERS & ACCESSORIES

Qty	Description	Discount Price	Standard Price	Total
-----	-------------	----------------	----------------	-------

_____	Desktop Computer with 24" Monitor.....	\$278.45	\$362.00	\$ _____
	includes wired keyboard and mouse			
_____	Laptop Computer.....	\$329.05	\$427.80	\$ _____
_____	Wireless Keyboard with Mouse.....	\$101.25	\$131.65	\$ _____
_____	Apple 21.5" iMac (includes wired keyboard and mouse).....	\$303.75	\$394.90	\$ _____
_____	Apple 15" MacBook Pro.....	\$455.65	\$592.30	\$ _____
_____	iPad Stands - White.....	\$151.90	\$197.45	\$ _____
	<input type="checkbox"/> Table Stand <input type="checkbox"/> Floor Stand			

event technology

NAME OF SHOW: **National Hardware Show® / October 21-23, 2021**

COMPANY NAME: _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS: _____

AUDIO EQUIPMENT

Qty	Description	Discount Price	Standard Price	Total
_____	Sound Bar - 2.1 Full Range, with Built-in Subwoofer	\$75.95	\$98.70	\$ _____
	Compatible with 42" monitors and above			
_____	Small High Performance PA System	\$602.45	\$783.15	\$ _____
	Includes wireless microphone, 2 speakers, 1 Mixer/Amp, computer interface box			
	<input type="checkbox"/> Handheld <input type="checkbox"/> Headset (for best sound quality, choose Headset)			

EXHIBIT LIGHTING PACKAGES

Qty	Description	Discount Price	Standard Price	Total
_____	Six (6) 12" LED Lighting Fixtures	\$759.40	\$987.20	\$ _____
	<input type="checkbox"/> Amber <input type="checkbox"/> Blue <input type="checkbox"/> Green <input type="checkbox"/> Red			
_____	Twelve (12) 12" LED Lighting Fixtures	\$1,518.75	\$1,974.40	\$ _____
	<input type="checkbox"/> Amber <input type="checkbox"/> Blue <input type="checkbox"/> Green <input type="checkbox"/> Red			

DELIVERY INFORMATION

Thank you for using Freeman to meet your Audio Visual equipment needs. You can be confident that our Event Technology Experts will be on-site to deliver, install, and provide any necessary technical support. Your booth must have all supporting elements installed before we can deliver your equipment. All Audio Visual equipment will be installed no later than the last day of move in.

If you find any expected equipment missing from your booth, please visit the Exhibitor Service Center.

On-Site Contact Person: _____ Cell Phone: _____

If You Have a Special Delivery Request, Please Note it Here: _____

PAYMENT INFORMATION

A Freeman representative will provide a secured payment link after receiving your order. A credit card is required to secure all orders, even when paying by ACH, check or wire transfer. Cash payments will no longer be accepted while on show-site. Full payment including applicable tax must be made in advance, in US funds. Equipment may not be provided and installed if payment has not been received prior to show move-in.

PURCHASE TERMS

Freeman's Terms & Conditions apply to all orders submitted to Freeman for any goods or services, and may be amended without notice. To review the current Terms & Conditions, [click here](#).

CANCELLATION POLICY

Any cancellation must be received within 7 days of show open to avoid being charged one day's rental rate. Cancellations after delivery will result in a day's charge and labor incurred.

ELECTRICAL SERVICE

Please log on to Freeman Online to place your electrical order, www.freeman.com/store.

READY FOR DELIVERY ONSITE

For delivery of your audio visual equipment, please notify the Freeman Service Center as well as our electrical department. We will work with our electrical department to deliver and set your equipment order.

TOTAL COST			
_____	+	N/A	= \$ _____
Equipment Sub-Total		8.375% Tax	Total Cost

ELECTRICAL SERVICES

From under carpet wiring to overhead lighting, Freeman has the power to simplify your electrical needs and installation. We've answered your most common questions below to help you place your order or prepare for a detailed discussion. Whether you require basic household/office power or a more technical installation for equipment, audio-visual presentations or truss lights, our electrical specialists and qualified electricians are always available to assist you.

How do I know how much power I need?

First, review a layout of your exhibit, noting all of the items in it that require power. Consider lighting, computer equipment, and your own product. Are you bringing or renting any a/v equipment or ordering catering services that might need power? Will you be using a lead retrieval machine? If it's an item that plugs into a standard wall outlet found in a home or office (in North America), it will require 110/120 volt power. 208 or 480 volt power is generally used for machinery or industrial cooking devices and is ordered by single or 3 phase.

Next, mark the voltage and wattage or amperage (referred to as "load") (100 watts = 1 amp) of each piece of equipment at it's location in the booth. This information should be provided on a name plate or stamp usually located on the back or bottom of the equipment. If not indicated, check our accompanying electrical usage guide for estimated wattages for common items used at trade shows or call your rental company/caterer for specifics. For lighting, loads are dictated by the wattage of the bulbs. Arm lights included with Freeman exhibit packages use 200 watt bulbs. Keep in mind that you need to order power for any lighting within your booth unless the lights are ordered directly from the Electrical Department (those listed on the Freeman electrical order form).

Finally, total the wattage for the 120 volt devices in each area and select an outlet that meets or exceeds that total. Separate outlets should be ordered for each piece of equipment and/or each power location to help minimize tripping/power outages. It is always safer to slightly overestimate your power requirements. Wattage or amperages cannot be combined for 208 or 480 volt apparatus. Please order separate outlets for each.

Do I need to order labor?

As the official service contractor, electrical installations must be performed by Freeman union labor. Labor is required for any electrical work over and above the delivery of outlets to the back wall of inline booths. Labor orders will automatically be input upon receipt of an electrical layout for under carpet installation (floor work) or to connect any 208 volt or higher services (hook up). Dismantle labor for electrical services is calculated at 50% of the installation time since much of the work is performed on a mass basis after booths are removed from the exhibit hall. Please see the electrical labor order form for further details, rules and regulations.

What is an electrical layout and why do I need one?

Like your own home, electrical boxes and wiring should not be visible once the exhibit is completed. At show site, they are the first things to be installed so that they can be hidden by drape, walls or counters and under flooring or carpet. Electricians, therefore, work on a blank slate. A good electrical layout or floor plan provides them with a simple overhead view of your booth indicating the locations and load of each electrical outlet and the orientation of your booth within the show itself. The layout should be to scale and provide specific measurements to each outlet along with surrounding aisle or booth numbers to ensure accuracy. For island booths, a main power location must also be indicated as it is the location from which other outlets are fed. Please see the sample layouts and electrical grid for further information.

When a layout and credit card are provided in advance, Freeman makes every effort to ensure that the floor work is completed before you arrive so that there is no delay in assembling your booth. Once carpet is laid, installing or changing electrical services becomes much more difficult and potentially costly.

Please note that layouts, complete with mandatory information, are required prior to the deadline date for electrical orders to be eligible for advance rates. Layouts are not required if all outlets are located at the back wall in inline booths.

Is the price for power per day?

Outlet or connection prices are typically for an entire show.

What is 24 hour power?

Many facilities these days are energy conscious and therefore turn off power overnight during show days. Power is turned off 1/2 hour after the show closes at the earliest and restored no later than 1/2 hour before the show opens the following day. 24 hour power is, as it sounds, power that is continuously on 24 hours per day.

If your booth includes, for example, refrigeration equipment, an aquarium or programmable apparatus that depends on uninterrupted power, you should consider ordering 24 hour service. Power is usually not turned off during move-in or move-out.

Where does the power come from?

Depending on the facility, the power can come from overhead catwalks, floor ports, columns, wall outlets or a combination of these sources. Check with the local Freeman branch office for more information.

Where will my power be located?

In-line and peninsula booths will find their main power source on the floor somewhere along the rear drape line of their booth. Island booths need to submit an electrical layout. Please see the sample layouts and electrical grid for further information.

What if I need power at another location besides the rear of my booth? What if I have multiple power locations?

Exhibitors requiring power at any location other than a back wall must submit an electrical layout. Please see the sample layouts and electrical grid for further information.

How many places will I have to plug in? How many things can I plug in?

For planning purposes, you should always assume that there is only one connection point per outlet ordered. Power strips can provide additional sockets but do not confuse having more places to plug in with additional power. For example – An order is placed for a 500 watt outlet. A track light with 4 – 100 watt bulbs is plugged in to a power strip connected to the outlet, using 400 of the 500 watts. Any lighting or equipment now plugged in to a second socket may not exceed 100 watts.

Also keep in mind that power strips are designed, for safety purposes, to trip at 1500 watts or 15 amps. Using a power strip with a 2000 watt (20 amp) outlet will reduce it to a 1500 watt outlet.

All orders exceeding 120 volt/20 amps provide one connection point only, cannot accommodate power strips and require labor for installation.

F R E E M A N

Can I bring my own extension cords and power strips? (Also known as plug strips, multi strips, etc.)

Exhibitors may use their own extension cords and power strips under the following conditions:

- The equipment must be 3 wire, 14 gauge minimum with a ground.
- The extension cords must be flat if they are to be laid under carpet. (Labor is required to lay the cords.)
- All power strips must have circuit protection.

Can I run my extension cords under the carpet myself?

For safety reasons, exhibitors are not allowed to run any electrical wiring under any type of floor covering or where they may be concealed in the booth structure. The show's electrical contractor is liable for electrical installations and therefore must perform all floor or booth work.

Will my floor work be completed before I arrive?

Every attempt is made to have floor work completed prior to carpet installation if you have submitted the following:

- A completed electrical order form.
- A valid and authorized credit card to be kept on file for the company.
- An electrical layout indicating the main power location, dimensions to each power location, the power required at each location, and surrounding aisle or booth numbers to determine orientation of the booth.

Labor and material charges apply.

When will my power be turned on?

Power is only guaranteed to be installed before the show opens. If Freeman is allowed early access to the facility, power is normally ready the first day of move-in for exhibitors but any special requests such as temporary chain motor power, programming machinery or testing equipment should be noted on your order.

Do I need lighting?

Lighting can dramatically change the impact of an exhibit, no matter the size. Used effectively, lighting can emphasize specific areas of a booth or highlight products. Also, an exhibit will appear dark and uninviting if the surrounding booths are lit and yours is not.

Can I hang my own lights?

10 x 10 booths with pop-up displays (a display that can be assembled in less than 30 minutes without tools) can hang their own lights and plug them in without ordering labor. Typically, exhibitors themselves can hang up to 4 lights as long as they require no more than 20 amps in total but it is best to clarify with the local branch. If a decorating company (including Freeman) has been contracted to install a display, electrical labor is required to install the lights. Due to union contracts, no other union is allowed to install electrical equipment.

Do I need to order power for my lighting?

Exhibitors ordering Electrical Services lighting (those listed on the Freeman electrical order form) do not need to order power. It is included in the rental. Exhibitors supplying their own lighting or renting lights need to order power. Labor may be required to hang the lights.

Do I need to order labor to plug in my lights or equipment?

Most 120 volt connections do not require labor. Exhibitors are welcome to plug in their own standard office devices. Labor is required for all 208 or 480 volt connections and if lights or equipment need wiring or if electrical cords are to be run under the carpet or in concealed areas to ensure that all electrical codes and building rules are met.

How can I save money and frustration when ordering electrical services?

Most importantly, be sure to submit your order before the discount price deadline date. If an electrical layout is needed, it also must be received, complete with mandatory information, before the deadline date to be eligible for discount pricing. Late orders can be subject up to a 50% increase in cost because of the behind-the-scenes planning required to distribute power.

Don't underestimate your power requirements and work within the local rules, regulations and union jurisdictions. They have been implemented to avoid problems. While it may seem simple to plug in lights and equipment, it is not uncommon for exhibit or non electrical staff to overload circuits. Trouble calls can become expensive when it takes time to find the source of a problem.

If unsure about labor, call us for direction and if necessary, place a "will call" order before the discount price deadline date. You will only incur a charge if labor is dispatched to your booth but you'll have secured the advance pricing. And, check in with the electrical or service desk as soon as you know you need labor, not at the time you want the electricians in your booth. It will help to avoid delays as we can schedule accordingly.

Lastly, try to resolve any disputes at show site. It is much easier to discuss electrical issues when both parties can physically review the installation.

Additional questions?

Call customer service at the number listed on the Quick Facts and ask for the Electrical Services Department. For fast, easy ordering, tools, and helpful hints go to www.freemanco.com/store.

FREEMAN

ELECTRICAL SERVICES USAGE GUIDE


The following wattages are approximate and are provided to help you estimate your power usage. To assist in estimating we recommend that you refer to the name plate or stamp usually located on the back or bottom of any electrical apparatus and order the corresponding outlet for each piece of equipment to avoid tripping/power outages during the event.

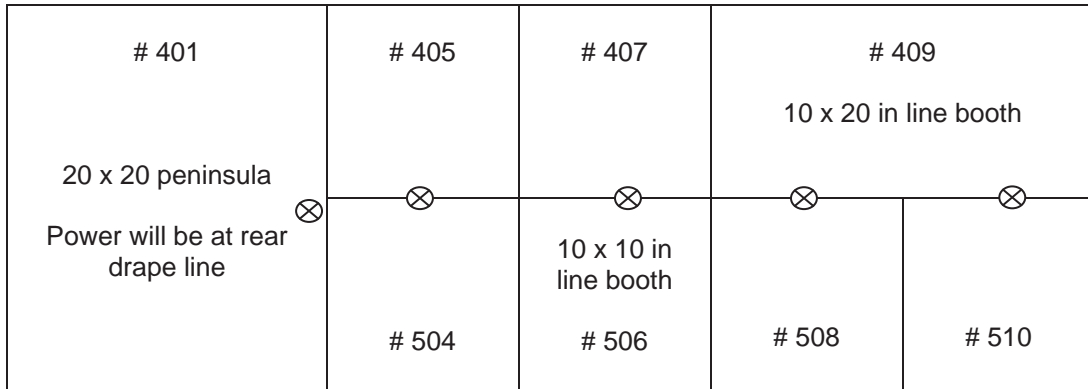
The formula for wattage is voltage x amperage (120 volt x 1 amp = 120 watts),
5 - 100 watt light bulbs = (5x100 = 500 watts)

	WATTAGE		WATTAGE
Blender	475-1000	Imprinter for T-Shirts	2000
Can Opener	500	Iron	700-1100
Card Reader (credit) / Lead Retrieval	100	Juicer - Single	500
Cash Register	100-200	Juicer - Double	1000
Coffee Pot - Household Size	600-1200	Laminator	2000
Coffee Pot - Large Brewer	1500-2000	Lights with Freeman Rental Booths	200 each
Computer - Monitor (independent)	120-200	Meat Slicer	500-1000
Computer - Desktop (monitor & CPU)	200-900	Microwave Oven	500-2000
Computer - Laptop	100-300	Mixer	500-1000
Computer Printer - Dot Matrix	100-500	Photocopier	dependent upon size - may require 208 volt
Computer Printer - Laser	400-1000	Pizza Oven (small)	30amp/120 volt Special Connection
Crock Pot	200-1000	Popcorn Maker	2000
DVD Player	50-100	Projector (dependent upon size)	1000
Electric Frying Pan	1200-2000	Refrigerator - Small	400
Fax Machine	1000	Refrigerator - Full Size	750
Flat Screen TV - 32" to 50"	1000	Sewing Machine	1000
Food Processor	500-2000	Steamer	2000
Glue Gun	300	Stereo (amplifier)	100-500
Griddle	1500-2000	Television	100-500
Hair Dryer	1000-2000	Toaster	1000
Heat Lamps (per lamp)	250	Toaster Oven	1500
Heater (portable)	1500-2000	Vacuum Cleaner	1500
Hot Plate Single	1000	VCR	100
Hot Plate Double	1500-2000	Water Cooler - Cold Water	1000
Hot Water Heater	30amp/208 volt/Single Phase	Water Cooler - Hot/Cold Water	2000

SAMPLE LAYOUTS

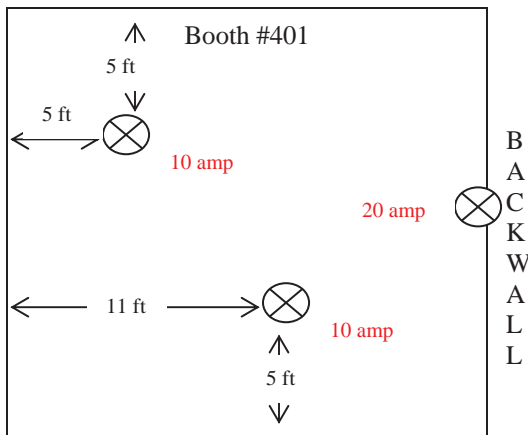
IN LINE BOOTHS

Power is run or dropped to in line booths along the back walls or drape line of multi booth sections. The “main power locations” therefore are always located at the back of in line and peninsula booths. Outlets may not be in the exact center of the back wall. 120 volt outlets are shared by back to back booths. Example: Outlet = 

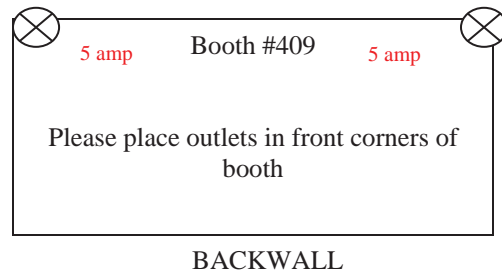


Electrical layouts are required whenever an outlet is needed at any other location within the booth except for the back wall. Exact measurements and/or comments that clearly indicate outlet locations **must be included**. Examples based on above floor plan:

20 x 20 Peninsula – Booth # 401
Order = 2-10 amp, 1-20 amp outlets



10 x 20 In Line – Booth # 409
Order = 2 x 5 amp outlets



ISLAND BOOTHS

Electrical layouts are always required for island booths and **must include** the following information:

1. Main Drop.

Since there is no back wall in an island, the exhibitor supplies the location of the main drop, whether one or multiple outlets are ordered. When it will be the point from which power will be distributed to other outlets in the booth, a panel or other piece of electrical equipment (no larger than? x? x?) will be installed at the main drop. For this reason, it is recommended that main drops be located in a closet, under a table/desk or in another area that keeps it out of sight. Measurements must be provided to the main drop.

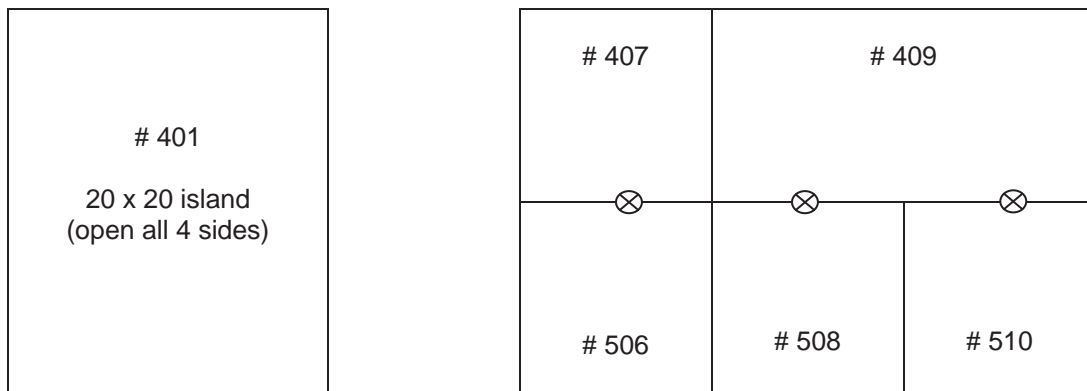
2. Location and load of all outlets.

Again, dimensions must be provided to all satellite outlets along with the load of each outlet. It is best to indicate voltage, phase and amperage for all outlets once an order exceeds 120 volt service.

3. Booth orientation.

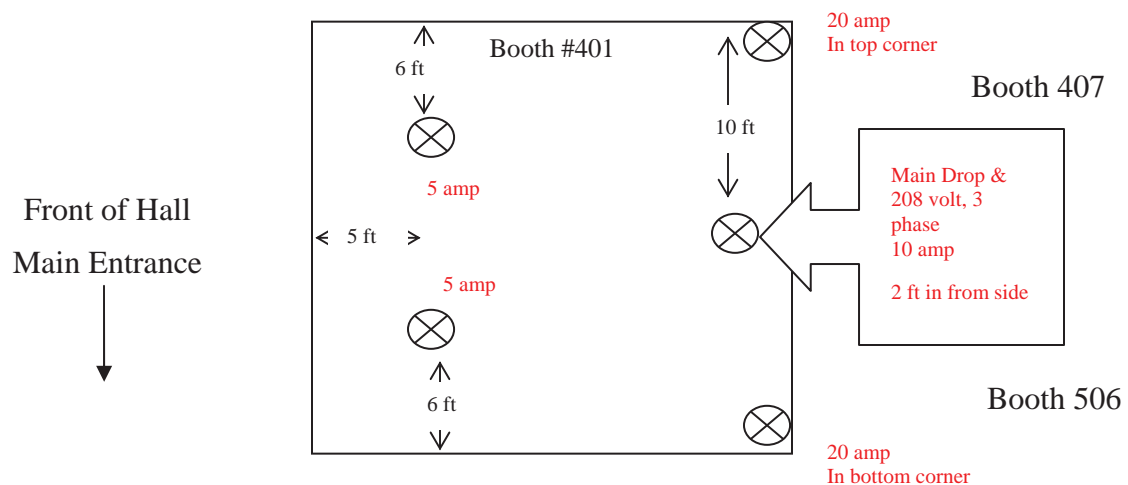
Providing reference points such as surrounding aisle and/or booth numbers defines how an island booth is oriented to the overall show floor plan. In other words, which side is which? It is best to draw your layout relative to the show floor plan so that both are facing the same direction. Examples:

Section of show floor plan



20 x 20 Island – Booth # 401

Order = 1 x 208 volt, 3 phase, 10 amp + 120 volt, 2 x 20 amp + 2 x 5 amp outlets



NAME OF SHOW: **National Hardware Show® / October 21-23, 2021**

COMPANY NAME: _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS: _____

For fast, easy ordering, go to www.freeman.com/store.

ELECTRICAL

ELECTRICAL OUTLETS (Double Price for 24 Hour Service)

Power includes delivery of the service to one location at the rear of the booth in peninsula and inline booths. Please see the Electrical Labor order form for rates and instructions if you require outlets in other locations, have lights or electrical items to hang or erect, have orders for power of 208v or higher, or have other electrical requirements.

	Quantity Show <small>(For Show Hours Only)</small>	Quantity 24 Hr. <small>(For 24 hrs/day Double Price)</small>	Discount Price	Standard Price	TOTAL
110/120 VOLT					
500 Watts (5 amps)	_____	_____	135.75	203.65	= \$ _____
1000 Watts (10 amps)	_____	_____	232.25	348.40	= \$ _____
2000 Watts (20 amps)	_____	_____	308.75	463.15	= \$ _____

208 VOLT SINGLE PHASE (Labor Required for Connection)

20 Amps	_____	_____	578.75	868.15	= \$ _____
30 Amps	_____	_____	692.25	1,038.40	= \$ _____
60 Amps	_____	_____	908.25	1,362.40	= \$ _____
100 Amps	_____	_____	1,197.50	1,796.25	= \$ _____
200 Amps	_____	_____	2,462.00	3,693.00	= \$ _____

208 VOLT THREE PHASE (Labor Required for Connection)

20 Amps	_____	_____	776.50	1,408.15	= \$ _____
30 Amps	_____	_____	930.75	1,396.15	= \$ _____
60 Amps	_____	_____	1,218.00	1,827.00	= \$ _____
100 Amps	_____	_____	1,607.00	2,410.50	= \$ _____
200 Amps	_____	_____	2,418.75	3,628.15	= \$ _____
400 Amps	_____	_____	4,422.00	6,633.00	= \$ _____
Transformer to Boost 208V to Approx. 230V - \$8.75 per Amp (20 Amp Min.)					
Qty of Amps _____ X Price \$ _____ = \$ _____					

480 VOLT THREE PHASE (Labor Required for Connection)

20 Amps	_____	_____	932.00	1,398.00	= \$ _____
30 Amps	_____	_____	1,117.00	1,675.50	= \$ _____
60 Amps	_____	_____	1,462.50	2,193.40	= \$ _____
100 Amps	_____	_____	1,928.50	2,892.75	= \$ _____
200 Amps	_____	_____	2,903.00	4,354.50	= \$ _____

LIGHTING (Price Includes Power & Labor for Installation)

Single Light Stand	_____	_____	151.25	226.90	= \$ _____
Double Light Stand	_____	_____	233.00	349.50	= \$ _____
4' Track with 3 Lights	_____	_____	255.75	383.65	= \$ _____
Arm Light	_____	_____	177.50	266.25	= \$ _____
Overhead Quartz Light*	_____	_____	380.00	570.00	= \$ _____

*Overhead quartz lights include labor and equipment to install and first focus.
*May require labor and/or lift at additional charge. Please contact Freeman for estimated charges.

ADDITIONAL INFORMATION

FOR ADVANCE PAYMENT PRICE

Your order with full payment along with a floor plan indicating main power location and distribution points, if applicable, must be received prior to **LATE DATE**.

MULTIPLE OUTLET LOCATIONS / ISLAND BOOTHS

A scaled floor plan is required for orders with multiple outlet locations and/or island booths. Detailed examples are provided on the following page. If a power location or main drop in an island booth is not provided prior to show move-in, a location will be determined by Freeman in order to maintain delivery schedules. Relocation of the service will be charged on a time and material basis.

ISLAND BOOTHS

For island booths with no labor ordered, there is a 1/2 hour minimum installation charge and a 1/2 hour minimum dismantle charge.

INLINE AND PENINSULA BOOTHS

Power will be placed in the back of the booth unless otherwise specified.

24 HOUR SERVICES

If an uninterrupted power supply is required for the full duration of the show, please order 24 hour power. Electricity is turned on 30 minutes prior to show opening and turned off 30 minutes after show closes on show days. Power will be turned off immediately after final show closing. If you require power outside actual show hours, special arrangements should be made in advance. Additional charges may apply.

SEPARATE OUTLETS

Separate outlets should be ordered for each piece of equipment and/or each power location.

HANGING SIGNS

Standard Prices will apply if your hanging sign is not received in advance at the warehouse prior to the warehouse shipping deadline date.

Temporary hoist power must be ordered separately and cannot be ordered in conjunction with any other outlet.

CANCELLATION

A 50% refund will be applied to electrical services cancelled after installation. Refunds will not be issued for materials and/or labor charges related to the installation.

OVERHEAD POWER

If you require your power from overhead, additional materials and labor may be incurred. Please contact Freeman.

EXTENSION CORDS & POWER STRIPS

Extension cords and power strips are available for rental at the Freeman Service Center.

LIGHT STAND PLACEMENT

For single or double light stand, price includes installation along the side rails of an inline booth. Placement elsewhere will require additional labor and materials.

TOTAL COST

	+	(N/A)	= \$	
Sub-Total		8.375% Tax		Total Cost

ELECTRICAL INSTRUCTIONS

HOW TO DETERMINE ELECTRICAL REQUIREMENTS

For Equipment

All electrical equipment is stamped or labeled with electrical ratings usually found on the back or bottom of the equipment. Verify voltage and either amperage or wattage from the information provided. Standard office and household items operate on 110/120 volt power. Machinery and equipment typically require 208 or 480 volt power.

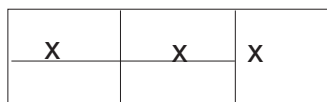
For Lighting

Verify the wattage of the bulbs in the lights and multiply by the number of bulbs/lights.

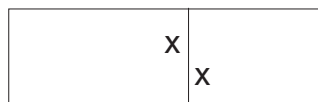
LOCATION OF POWER IN YOUR BOOTH

In-Line and Peninsula Booths

Power will be installed in one location, typically on the floor somewhere along the back of the booth, as indicated in the following diagrams: (We cannot guarantee that the outlet will be specifically located in the middle.)



IN-LINE BOOTHS / PENINSULA

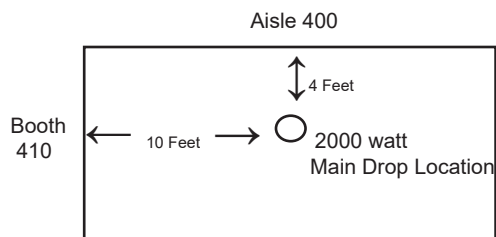


BACK TO BACK PENINSULA

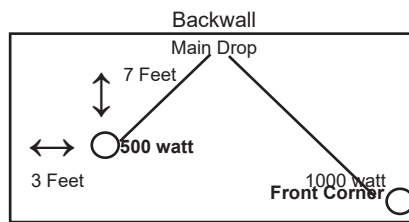
If power is required in locations other than indicated above, secondary distribution will be required and billed on a time and material basis. Please complete and submit an Electrical Labor Order Form with your power order, along with a floor plan as described below.

Island Booths/Multiple Outlets

Floor plans are always required for Island Booths and orders for multiple outlet locations. The floor plan must indicate booth dimensions, surrounding booth numbers for orientation within the facility, each outlet location, required wattage or amperage and location for main drop. If power location in an island booth is not provided prior to show move-in, a location will be determined by Freeman in order to maintain delivery schedules. Relocation of the service will be charged on a time and material basis. See examples below: A grid is available at www.freeman.com/store to print as a base layout.



Island Booth with one outlet



10 X 20 Booth with multiple outlets
Labor Required

OTHER:

1. Labor is required for any and all electrical work over and above the installation of the main power drop. Please see the Electrical Labor form for complete details. Please complete the labor order form.
2. Dismantle labor will be automatically charged at 50% of the installation time and rounded to the next half hour.
3. All material and equipment provided by Freeman is for rental purposes only and remains the property of Freeman. All equipment will be removed at the close of the show by Freeman.
4. All equipment regardless of power source, must comply with Federal, State and local codes as well as any applicable local recognized electrical authorities and standards. Freeman reserves the right to inspect all electrical devices and connections to ensure compliance with all codes and proper permitting. Freeman is required to refuse connections where the exhibitor wiring is not in accordance with local electrical code and permitting.
5. Standard wall and other permanent building utility outlets or sockets are not part of booth space and may not be used by exhibitors unless electrical services have been ordered.
6. Exhibitors' cords must be a minimum of 14 gauge 3 wire with ground and must be flat when used for floorwork. All multi-outlet devices (eg - power strips) must have circuit protection. All exposed non-current carrying metal parts of fixed equipment, which are liable to be energized, shall be grounded.
7. Exhibitors' equipment will be modified to conform to Freeman receptacles. If an outage is the result of an exhibitors' equipment, then a labor charge may be assessed. Labor and materials to install or change a cord cap or fix an outage will be billed on a time and material basis.
8. Exhibitors with hardwall displays must arrange for power to be installed inside the booth or provide access.
9. Power sharing is not permitted between exhibitors.

NAME OF SHOW: **National Hardware Show® / October 21-23, 2021**

COMPANY NAME: _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS: _____

For fast, easy ordering, go to www.freeman.com/store.

ELECTRICAL LABOR

LABOR RATES & SCHEDULE

Straight Time: Monday - Friday, 8:00 AM - 5:00 PM (Excluding Holidays)
Overtime: Monday - Friday, 5:00 PM - 8:00 AM, All day Saturday, Sunday and recognized holidays

Description	Advance Price	Show Site Price
Electrician - ST	\$130.50	\$182.75
Electrician - OT	\$260.75	\$365.00
Forklift w/operator - ST	\$298.25	\$417.75
Forklift w/operator - OT	\$418.00	\$585.50
Man Cage	\$44.00	\$61.75

Dismantle labor will be charged at 50% of the total install time rounded to the next half hour.

- Show Site price applies to all labor orders placed at show site.
- Start time guaranteed only at start of working day.

Please refer to the Hanging Sign Labor Order Form and/or the Truss & Theatrical Lighting Equipment & Labor Order Form for all hanging signs, truss, chain motors and other hanging needs.

Review the list of work below to determine if electrical labor is required in your booth. None of the following services may be performed by other Unions or I & D houses as it falls under electrical jurisdiction. Time and material charges will apply. Please visit the Freeman Service Center to confirm that you are ready for service.

Note: For more information and an example of a completed floorplan please see the following page.

FLOOR WORK:	BOOTH WORK:
<p>Floor work is the distribution of electrical under carpet and flooring.</p> <p><input type="checkbox"/> OK TO PROCEED WITHOUT EXHIBITOR PRESENT:</p> <p>Complete Before: Date _____ Time _____</p> <p>Work is completed prior to your arrival. Freeman must receive detailed blue prints/floor plans for power distribution under carpet.</p> <p>Print Name: _____</p> <p>Authorized Signature: _____</p> <p><input type="checkbox"/> EXHIBITOR SUPERVISION (DO NOT PROCEED)</p>	<p>Booth work is any of the following. Please check all that apply:</p> <p><input type="checkbox"/> Distribution of electrical overhead (more than one drop location in your booth).</p> <p><input type="checkbox"/> Distribution of electrical through booth structure.</p> <p><input type="checkbox"/> Mounting of plasmas/LCD monitors and lights.</p> <p><input type="checkbox"/> Connection or hard wiring of all exhibitor equipment.</p> <p><input type="checkbox"/> Lighting used as spot or flood lights.</p> <p><input type="checkbox"/> Assembly and installation of all lighting from truss or beams (including assembly and hanging of truss).</p> <p><input type="checkbox"/> Wiring of overhead signs.</p> <p><input type="checkbox"/> Installation of electrical headers and/or light boxes.</p> <p><input type="checkbox"/> Other _____</p>

LABOR REQUEST	SELECT WORK TYPE
Date _____ Time _____ # Electrician _____ Est. # Hours _____	Floor Work _____ Booth Work _____
Date _____ Time _____ # Electrician _____ Est. # Hours _____	Floor Work _____ Booth Work _____
Date _____ Time _____ # Electrician _____ Est. # Hours _____	Floor Work _____ Booth Work _____
Name of On-Site Contact: _____ Cell Phone: _____	
Special Instructions: _____	

TOTAL COST		
_____	+	(N/A)
Sub-Total		8.375% Tax
		= \$ _____
		Total Cost

ELECTRICAL INSTRUCTIONS

1. Labor rates are based on current wage scales and are subject to change in the event of a wage increase after rates have been published.
2. A minimum charge of one hour is applicable to all labor requests. Additional time on the same day is billed in 1/2 hour increments. Continuations to another day are a minimum of 1 hour.
3. Labor must be picked up at the Freeman Service Center. Charges for labor commence at time of dispatch to service the labor call. A one hour minimum will apply if an exhibitor representative is not present at the time of call or reschedules the call, unless 24 hour advance notice is received in writing.
4. Labor charges will include the time for electricians to gather the necessary tools and material for the job, have their work checked by the client and return the tools and material to the supply area.
5. Exhibitors may supply their own 14 gauge 3 wire, extension cords and/or power strips, both of which must be grounded and UL approved.

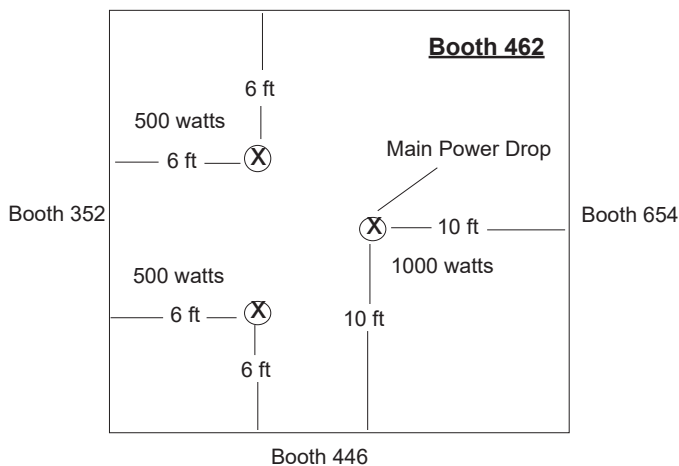
CANCELLATION POLICY

A 50% refund will be applied to electrical outlets cancelled after installation. Refunds will not be issued for materials and/or labor charges related to the installation.

EXAMPLE OF PLAN AND INFORMATION REQUIRED TO COMPLETE FLOORWORK

Please indicate the following on the floor plan.

1. Location and load of main power drop - please provide specific dimensions and wattages/amperages.
2. Location and load of all outlets - please provide specific dimensions and wattage, amperage and voltage.
3. Booth orientation - please provide surrounding aisle and/or booth numbers.



NAME OF SHOW: **National Hardware Show® / October 21-23, 2021**

COMPANY NAME: _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS: _____

For fast, easy ordering, go to www.freeman.com/store.

AIR / WATER / DRAIN / GAS

COMPRESSED AIR: 90-100 lbs PSI

	QTY.	Discount Price	Standard Price	TOTAL
Service charge for 1st outlet (includes 1st 90 feet of air line).....		\$646.50	\$969.75 = \$	
Each additional air outlet (within 5 feet of 1st outlet).....		\$324.25	\$486.40 = \$	
Connection Fee (per connection, includes labor & materials).....		\$169.00	\$253.50 = \$	
Additional footage per foot (after 1st 90 feet).....		5.00	\$5.00 = \$	
CFM requirements (minimum 5 CFM per outlet - price is per CFM).....		\$12.00	\$18.00 = \$	
			Total	\$

Exhibitors are not allowed to bring air compressors on the show floor.

WATER

Service Charge for water outlet (includes first 90 feet of water line).....		\$646.50	\$969.75 = \$	
Each additional water outlet (within 5 feet of 1st outlet).....		\$324.25	\$486.40 = \$	
Connection Fee (per connection, includes labor & materials).....		\$169.00	\$253.50 = \$	
Additional footage per foot (after 1st 90 feet).....		\$5.00	\$5.00 = \$	
			Total	\$

DRAINS

Service Charge for first drain outlet at rear of booth (includes 1st 90 ft.)....		\$646.50	\$969.75 = \$	
Each additional drain outlet within 5 feet.....		\$324.25	\$486.40 = \$	
Connection Fee (per connection, includes labor & materials).....		\$169.00	\$253.50 = \$	
Additional Footage per foot (after 1st 90 ft.).....		\$5.00	\$5.00 = \$	
			Total	\$

FILL & DRAINS

0 - 200 Gallons.....		\$344.75	\$517.15 = \$	
201 - 400 Gallons.....		\$497.00	\$745.50 = \$	
Each Additional 100 Gallons (after 400 Gallons).....		\$44.00	\$66.00 = \$	
			Total	\$

NATURAL GAS

Service Charge for first gas outlet at rear of booth (includes 1st 90 ft.).....		\$646.50	\$969.75 = \$	
Each additional gas outlet within 5 feet.....		\$324.25	\$486.40 = \$	
Connection Fee (per connection, includes labor & materials).....		\$169.00	\$253.50 = \$	
Additional Footage per foot (after 1st 90 ft.).....		\$5.00	\$5.00 = \$	
BTU's needed per outlet.....			Total	\$

MISCELLANEOUS EQUIPMENT

Please call for an estimate and complete the following:

Equipment/Material _____ \$ _____

LABOR

Installation labor for booth work/distribution will be billed in one-hour increments with a minimum of one hour. Dismantle labor will be billed at half of the install time with a minimum of one hour (excluding Fill & Drains).

	Advance Price	Show Site Price	Total
Straight Time: Monday-Friday, 8:00 AM - 4:30 PM (except Holidays)	\$112.75	\$157.75 = \$	
Overtime: Monday-Friday, 4:30 PM - 8:00 AM, All day Saturday, Sunday and Holidays	\$225.25	\$315.25 = \$	

TOTAL COST			
_____	+	_____	= \$ _____
Total (Outlets)		8.375% Tax	Total (Labor) Total Cost

PLUMBING CONDITIONS AND REGULATIONS

1. To receive discount prices, order must be received by Freeman with full payment.
2. Credit will not be given for outlets installed and not used.
3. Compressed Air connection size and fitting is determined by CFM requirements. Note: Our Plumbing Department will not be responsible for moisture or water in air lines. Exhibitors should supply their own filter or other equipment to handle moisture or water.
4. Pump may be required for drain to function property and will be charged a rental fee.
5. Plumbing Contractor not responsible for color or sediment in water fill. If waste water for drain contains hazardous material, chemicals or metals, it cannot be drained. Fill & drain prices do not include labor. There will be a minimum charge of one hour labor in and one hour labor out. Additional labor charges may be incurred if equipment leaks and/or endangers other property.
6. Ramps over utility lines in a booth are provided on a time and material basis. A minimum of one hour additional labor charge will apply to lay lines under the carpet or floor or to spot from ceiling. A minimum of one hour labor will apply to remove lines. Please attach floor plan with order to show location of lines.
7. All material and equipment furnished by Freeman for this service order shall remain Freeman property and shall be removed ONLY by Freeman at the close of the show.
8. All equipment must comply with state and local safety codes.
9. Claims will not be considered unless filed by exhibitor prior to close of show, no exceptions.
10. Under no circumstances shall anyone other than "Qualified Plumbing Personnel" make service connections.
11. All equipment using water must have inlet and outlet properly tagged.
12. Unless otherwise directed, Freeman Plumbing Personnel are authorized to cut floor coverings to permit installation of service.
13. Outlet rates listed cover bringing service from main line to booth and do not include connecting equipment.
14. Service outlet size will be determined by the volume required.
15. All work performed within booth attaching lines to equipment will incur a connection fee for each connection.
16. All outlets will be installed on the floor at the backwall of booth.
17. Freeman will not be responsible for moisture or water in air lines. Exhibitors should supply their own filter or other equipment to handle moisture or water.
18. Freeman must have 30 days notice in order to supply special regulators, strainers, traps, etc.
19. First outlet includes up to 90 feet of accomplished distance. Use of additional footage or equipment will be charged at the prevailing labor and material rate.
20. Exhibitors are not allowed to bring air compressors on the show floor.
21. Pressure may vary. No guarantee can be made of minimum or maximum pressures. If pressure is critical, exhibitors should arrange to have a pressure regulator valve installed.
22. Additional charges may be incurred if a lift is needed to bring services to the booth.
23. Please contact Exhibitor Support at (888) 508-5054 for an estimate regarding labor or additional footage.

- **Electricity or electrical labor to connect and operate any plumbing apparatus is not included.**
- **All electrical requirements must be ordered on the Electrical Rental Order Form.**

SERVICES AND POLICIES



COX BUSINESS - ADVANCED CONVENTION SERVICES **855-519-2624** **FAX 702-920-8255** **EMAIL LVCC.ORDERS@COX.COM** **WWW.TRADESHOWS.COXHN.NET**

Cox Business is the exclusive full-service provider for all data, voice and cable TV services at the Las Vegas Convention Center (LVCC).

DATA SERVICES

Cox Business has a full array of internet services available. We can customize a solution that fits all your specific needs for the show. From shared and dedicated high-speed internet access (up to 10 Gbps) to special circuit needs, Cox Business will deliver a seamless network solution. Our services include best-of-class switches, hubs and cabling.

VOICE SERVICES

Stay connected throughout the show with the full suite of voice solutions from Cox Business. Process your orders directly on the spot with our single line service or leverage our Polycom conference phones to work hands free.

VIDEO SERVICES

Complement your event with dynamic cable television service that includes a full HD lineup. Cox Business offers a variety of channels, from local broadcast, news, sports, weather and specialized programming, to keep your guests entertained.

COX BUSINESS - DIGITAL ADVERTISING

Reach convention attendees through advertising on the 14-location, digital-display network throughout the LVCC. These strategically placed monitors range in size from a 55" monitor to our two 40 foot seamless LED screens in the grand lobby.

FEDEX OFFICE 702-733-2898

FedEx Office is the leader in document management, production and fulfillment services to the Convention and Hospitality industry. With the broadest range of digital document production services and solution centers, FedEx Office has applied this expertise and understanding of this unique market at multiple convention properties around the world. Their experience and superior levels of quality customer service continues to set the pace.

SERVICES OFFERED BY FEDEX OFFICE AT THE LAS VEGAS CONVENTION CENTER:

- Black-and-white and color full-service printing and copying
- Office supplies
- Coat and bag check
- Scooter and wheelchair rental
- Computer work station rental with internet access and printing capabilities
- Laptop stations with internet access and printing capabilities
- Fax service - inbound and outbound
- Office equipment rental
- Packing services and supplies
- Shipping with FedEx Express and FedEx Ground (up to 150 pounds)
- Desktop publishing and document creation services
- Finishing services such as binding options and lamination
- CD and DVD duplication
- Oversize printing
- U.S. Postage

Customized fliers for exhibitor kits and sales kits can be provided by FedEx Office. For assistance with this, please contact them at 702-733-2898.



AMERICAN EXPRESS BUSINESS LOUNGE

Each day, American Express makes it easier, safer and more rewarding for consumers and businesses to purchase the things they need and for merchants to sell their goods and services. An engine of commerce, American Express provides innovative payment, travel and expense management solutions for individuals and businesses of all sizes.

The American Express Business Lounge provides American Express customers with a productive retreat while attending events at the Las Vegas Convention Center. Whether you need somewhere quiet to meet, a break from the trade show floor, Wi-Fi, or coffee and snacks, American Express is there to support you. You can find the American Express Business Lounge after you walk through the Central Hall main entrance.

For more information, please visit www.americanexpress.com/business.



DRONES/Unmanned Aerial System (UAS)

Name of Event: _____ Date of Event: _____

Booth #: _____ Meeting Room #: _____

Name of Exhibiting Company _____

Contact Person/Title: _____

Phone: _____ Email: _____

Power Source: Battery or Other: _____

- Weighs less than 55 lbs.
- Will be flown in a fully enclosed area (including ceiling) using netting, plastic, or other safety measure. Tethering is not an approved safety measure. Netting must be made of material that is sturdy enough to prevent the Drone/UAS from breaking or escaping the enclosure.
- The demonstration will stay restricted to the booth space.
- Will maintain a distance of 18 inches away from any building structure including sprinklers.

Drone/UASs are allowed to be used either indoors or outdoors with the following requirements:

- Exhibitors must have approval from show management.
- This form must be completed and submitted.
- Drone/UAS carrying weapons are prohibited.
- Drone/UAS may not be flown in lobbies, restaurants or other common areas.
- Drone/UAS are prohibited from flying over populated areas.

Outdoor Use Without Being Fully Enclosed

- You must obtain a waiver from the FAA. Waivers can be obtained by going to the FAA website, www.faa.gov/waiver_request/.
- UAS operators must obtain a Remote Pilot Certificate from the FAA.
- Must be less than 55 pounds, or if over 55 pounds, it must be registered with the FAA.
- Daylight-only operations.
- Must maintain visual line-of-sight at all times with the UAS (no operation from video unit allowed).
- No operations over people.
- One UAS per operator

I have read the Drone/UAS guidelines

Email to conventionservices@lvcva.com for approval

For info phone: (702) 892-2860

Spring Valley Floral

DECORATING COMPANY INC.

Mailing Address: 241 S. Little Tor Road
New City, NY 10956

TEL: 845 268-7555 FAX: 845 268-6570

Web Site: www.springvalleyfloral.com

Email: info@springvalleyfloral.com

FLORAL DECORATIONS



**NATIONAL
HARDWARE
SHOW**

October 21 - 23, 2021
Las Vegas Convention Center
West Hall

CUSTOM FLORAL SERVICES	Cost Each	Quan.	Total
Fresh Floral Arrangement 12 - 14" High	68.00		
Fresh Floral Arrangement 15 - 18" High	78.00		
Exotic Floral Arrangement 14" High	83.00		
Exotic Floral Arrangement 24" High	97.00		

RENTAL GREEN & FLOWERING PLANTS

Mum Plants ___ yellow ___ white ___ lavender	28.00		
Azaleas	33.00		
Green Table Plant	28.00		
Large Fern	38.00		
3-foot Green Plant	45.00		
4-foot Green Plant	55.00		
5-foot Green Plant	65.00		
6-foot Green Plant	75.00		
8-foot Green Plant	91.00		

ALL PRICES INCLUDE
INSTALLATION, SERVICING,
AND REMOVAL AT END OF
SHOW

SPECIAL SERVICES
AVAILABLE UPON REQUEST

- GARDEN AREAS
- FOUNTAINS
- HOSPITALITY SUITES
- LUNCHEONS
- BANQUETS

ON SITE ORDERS SUBJECT TO
AVAILABILITY

___ PLEASE HAVE YOUR
DESIGNER COME BY TO
MAKE SUGGESTIONS

DATE/TIME _____

SUBTOTAL: _____

ADD 8.375% LAS VEGAS SALES TAX: _____

TOTAL: _____

ALL PLANTS INCLUDE
DECORATIVE
CONTAINERS

PLEASE CHECK ONE

___ WHITE ___ BLACK

PAYMENT POLICY: ALL ORDERS MUST BE PAID IN ADVANCE

Enclose your check or credit card information as indicated below. Make checks payable to: Spring Valley Floral

Credit Account Number

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
---	---	---	---	---	---	---	---	---	----	----	----	----	----	----	----

Expiration Date MM/YY

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

American Express (15 Digits) Check

MasterCard (16 Digits)

Visa (13 or 16 Digits)

Authorized Signature _____

Name on Card _____

Security Code _____

RETURN THIS ORDER WITH PAYMENT TO SPRING VALLEY FLORAL

Company _____ Phone _____

Address _____ FAX _____

City, Zip, State _____ E-mail _____

Party in Charge _____ Onsite Phone _____

Authorized Signature _____ **BOOTH #** _____

DO NOT include any credit card or personal information with this form

Food and Beverage Sampling / On-Site Preparation Approval Form

Centerplate and the Las Vegas Convention Center (LVCC) requires specific information for all on-site food and beverage preparation and dispensing to ensure compliance with Southern Nevada Health Department and fire safety codes.

Name of Event: _____ Date of Event: _____

Company Name: _____ Booth #: _____

Contact/Title: _____ Contact Number: _____

Email: _____ On-Site Contact Number: _____

Proprietary product to be prepared/sampled: _____

Demonstration: An Exhibitor that does not manufacture or distribute the product being sampled but wishes to use food and/or beverage to demonstrate a piece of equipment is considered a demonstration.
If yes, a Centerplate Sales representative will be in contact.

Non-Alcoholic Beverages are limited to a maximum 3oz containers. All alcoholic beverage sampling requires prior approval as specific laws and policies apply. Please speak with your Centerplate sales representative for further information.

Food items are limited to a sample size not more than 2oz.

Portion Size to be Dispensed: **2oz** **food** **3oz** **beverage**

Nevada Health Law requires use of a hand washing and sanitation station when sampling or preparing food/beverage. You may provide your own station or purchase from Centerplate.

Will you be purchasing a hand washing and sanitation kit from Centerplate? **Yes** **No**
If yes, a Centerplate sales representative will be in contact.

Will you be heating or cooking food? **Yes** **No**
If yes, an LVCVA Fire Prevention coordinator will be in contact

Please list the heating or cooking equipment to be used: _____

By submitting this form, I acknowledge I have read and understand the food and beverage policies at the LVCC.

**Approval from both LVCC and Centerplate must be received prior to finalizing your plans.
Email completed form to: foodprepandsample@lvcva.com**

DO NOT include any credit card or personal information with this form. A Centerplate representative will follow up with you on any balance due

All aforementioned policies will be strictly managed by the LVCC, Centerplate, and the Southern Nevada Health Department. Any violation will result in the removal of product from the show floor and or obligatory discontinuation of booth activities.



The Las Vegas Convention and Visitors Authority and Clark County Fire Code prohibit flammable liquid, gasses or solids in the Las Vegas Convention Center.

Reasonable accommodations can be made for items that are for demonstration purposes.

LIGHTERS

Storage of lighters in a booth is prohibited.

For display: Disposable lighters on display is allowed.

For demonstration: Requires an open flame permit from Clark County Department of Building and Fire Prevention. [Click here](#) for additional information.

For giveaways: Exhibitors can keep a one-day supply of lighters in the booth, if giving away lighters to attendees.

TORCHES

For display: Butane/propane torches for display must be empty of fuel.

For demonstration: requires an open flame permit from Clark County Department of Building and Fire Prevention. [Click here](#) for additional information.

REFILL CONTAINERS/CANISTERS

Fuel refill containers on display must be empty. This includes all butane or propane refill tanks and containers of lighter fluid.

All other flammables on display (such aerosol spray cans) must be empty display models.

Applications for open flame permits can be submitted online at www.clarkcountynv.gov/building/fire-prevention or by email: permits@ClarkCountyNV.gov

Select the box labeled Candles and Open Flames and fill out the required information prior to submitting. If you need assistance, please contact the LVCVA Safety and Fire Prevention Office for assistance, (702) 892-7413.



EXHIBITOR KIT

Facility Contact Information

Administration/Convention Services	702 892-2860	Fax: 702 892-2933
Centerplate Food & Beverage Services	702 943-6779	Fax: 702 943-6782
COX Business	702 943-6500	
FedEx	702 943-6780	
Safety and Fire Prevention Office	702 892-7413	
Customer Safety Department	702 892-7400	

AEROSOL CANS

- Aerosol cans containing flammable gases or liquids are prohibited. Only empty containers may be placed on display.
- Flammable liquids, solids or gases, are prohibited inside the building unless prior review and approval is obtained.

ANIMALS

- Service animals are always welcome. Refer to the American Disabilities Act for the definition of a service animal.
- Permission for any animal to appear in a show or booth must first be approved by show management, then by the convention services manager (CSM).
- It is the animal owner's responsibility to clean up after the animal while on facility property.
- Animals, except for fish, are not allowed in the building overnight.
- A separate certificate of insurance in the amount of \$1 million combined single limit bodily injury and broad-form property damage coverage, including broad-form contractual liability, naming Las Vegas Convention and Visitors Authority (LVCVA) as additional insured must be provided.

BALLOONS

Show management and your convention services manager (CSM) must approve the use of balloons.

Indoors

- Helium balloons, including columns and arches, must be tethered.
- Helium gas cylinders used for refilling must be secured in an upright position on ANSI-approved (American National Standards Institute) fire prevention stands with the regulators and gauges protected from potential damage.
- Balloons must be removed from the property by the exhibitor or the company who provided them, and must not be left for the official service contractor (OSC), cleaning contractor or the facility. The exhibitor is responsible for proper disposal/removal of all balloons.
- Overnight storage of helium or compressed air cylinders in the building is prohibited.
- Helium balloons may not be used for handouts.
- No helium balloons or blimps may be flown around the exhibit hall.

Outdoors

Moored balloons (to include hot air balloons), and kites are permitted on facility campuses with the following conditions:

- Must have approval from show management and your CSM.
- Balloons/kites must be moored and can only be used for displays.
- Balloons/kites must not exceed the height of the building.
- Hot-air balloons that are inflated and standing must have an FAA-certified pilot, with a commercial rating for lighter-than-air aircraft with the balloon at all times.

BOOTH SETUP

If approved by show management, an exhibitor has the option of contracting the setup of their booth or setting up the booth themselves. If an exhibitor opts to set up their own booth, the individuals doing the setup must be full-time employees of the exhibiting company and able to provide credentials. All persons must comply with the Occupational Safety and Health Administration (OSHA) safety standards at all times.

CHEMICALS

- All chemicals brought into the facility must be labeled as required by OSHA and accompanied by the applicable safety data sheet (SDS).
- A list of chemicals, including all SDS, must be included with your booth plan submittal to boothplans@lvcca.com.
- Exhibitors are responsible for supplying show management with all chemical information brought into the facility.
- The exhibitor is responsible for the disposal of all hazardous materials. Disposal of hazardous materials is prohibited in the sinks, sewer lines and drains of the facility.

CONTRACTOR AND VENDOR REQUIREMENTS

Any contractor or vendor providing a service during conventions, trade shows and events on the property of the Las Vegas Convention Center (LVCC) must comply with the following requirements prior to commencement of work at the facility. Permits are issued on an annual basis.

Annual Contractor Fee \$250

Certificates of Insurance

- General Liability in the amount of one million dollars (\$1,000,000) combined single limit bodily injury and broad form property damage coverage, including broad form contractual liability.
- Automobile Liability in the amount of one million dollars (\$1,000,000) for any auto.
- Workers' Compensation Coverage in the State of Nevada with minimum of one million dollars (\$1,000,000) limit. If the home state of the contractor does not have a reciprocal agreement with the State of Nevada, contact Employers Insurance Company of Nevada (EICN) to obtain proper coverage. Phone (702) 837-3000 or www.eicn.com

DRONES/UNMANNED AERIAL SYSTEMS (UASS) GUIDELINES

- UAV – Unmanned Aerial Vehicle
- RPAS – Remotely Piloted Aircraft System
- RC Model Aircraft
- Drone

UASs can be used indoors or outdoors with the following requirements:

- Exhibitors must have approval from show management.
- A form must be completed and submitted.
- Drones/UASs carrying weapons are prohibited.
- Drones/UASs must weigh less than 55 pounds.
- Drones/UASs are restricted to within your defined booth space only.
- Drones/UASs are prohibited from flying over populated areas.

- Drones/UASs must be flown in a fully enclosed area (including ceiling) using netting, plastic or other safety measure. Tethering is not an approved safety measure. Netting should be of a flame-retardant material and must be sturdy enough to prevent the UAS from breaking or escaping the enclosure.
- Drones/UASs are prohibited from flying within 18" of any building structure including sprinklers.

Outdoor Use Without Being Fully Enclosed

- For outdoor use of a drone/UAS that is not operated within a fully enclosed area, please refer to the FAA website for more information. <https://www.faa.gov/uas/>.

EMERGENCIES

To report an emergency, call 702-892-7400.

- Customer Safety staff is trained to handle emergency situations. The Customer Safety Department is operational 24 hours a day and becomes the communications center and command post in the event of an emergency.
- The convention services manager (CSM) is responsible for keeping show management and official service contractors (OSC's) informed of decisions relating to emergency events in progress.
- All emergencies should be reported to the Customer Safety Department first.
- Dialing 911 will delay the response by medical personnel who may not be able to find or get to the location of the emergency.
- Report via text message: Text LVCC and your message to 78247.

FIRE AND SAFETY EXHIBIT GUIDELINES

- All means of entrance and exit must be clear and free from obstruction at all times.
- Each hard wall booth must be a minimum of nine (9) inches from the booth line for access to electrical.
- No storage of any kind is allowed behind booths or near electrical service. A one-day supply of product is permitted within, but cannot be stored behind the booth.
- All fire extinguishers and emergency exits must be visible and accessible at all times. Should this equipment be within a booth or exhibit due to the layout of floor space, additional signage indicating fire equipment location(s) (extinguisher, hoses, etc.) will be necessary, along with accessibility being maintained at all times.
- Exhibit booth construction shall meet the requirements. The upper deck of multilevel exhibits that is greater than 300 square feet (28 sq. m) will need at least two (2) remote means of egress. The upper deck, if occupied, must have a live load capacity of 100 pounds per square foot. All materials used in exhibit construction, decoration or as a temporary cover must be certified as flame retardant, or a sample must be available for testing. Materials that cannot be treated to meet the requirements may not be used.
- Construction and demolition of multilevel booths and exhibits require compliance with OSHA fall protection regulations for general industry requirements.
- All electrical wiring must be installed per National Electrical Code® (NEC) standards.
- Use of halogen fixtures must comply with our halogen lamp restrictions.
- Vehicles on display:
 - Fuel tank openings shall be locked or sealed in an approved manner to prevent escape of vapors; fuel is limited to one-quarter its tank or five gallons of fuel, whichever is less.
 - At least one battery cable shall be removed from the batteries used to start the vehicle engine, and the disconnected battery cable shall then be taped. Batteries required to demonstrate auxiliary equipment shall be permitted to be kept in service.
 - Auxiliary batteries not connected to engine starting system may be left connected.

- Electric and hybrid vehicles shall have their operating batteries disconnected whenever possible.
- External chargers or batteries are recommended for demonstration purposes.
- No battery charging is permitted inside the building.
- Combustible/flammable materials must not be stored beneath display vehicles.
- Fueling or de-fueling of vehicles is prohibited.
- Vehicles shall not be moved during show hours.
- 36" of clear access or aisles must be maintained around the vehicle.
- Vehicles must be a minimum of 20 feet from exit of door or exit pathway.
- There shall be no leaks underneath vehicles.
- Model/modular home displays in trade shows must be reviewed with the convention services manager (CSM). In addition, a floor plan of the model/modular home must be submitted to the Safety and Fire Prevention Office.
- Vehicles in the building for loading or unloading must not be left with engine idling.
- Except for equipment that uses LPG (propane) or natural gas as fuel, compressed gas cylinders, including LPG (propane), and all flammable or combustible liquids are prohibited inside the building. Any other exceptions require prior approval by the CSM and the Safety and Fire Prevention Office. Overnight storage of LPG (propane), natural gas as fuel or compressed gas cylinders is prohibited in the building. The following regulations apply to the use of LPG inside and outside the facility. Any use of LPG (propane) on property must be approved prior to arrival by the Safety and Fire Prevention Office.
- When approved, LPG (propane) containers having a maximum water capacity of 12 lb. [nominal 5 lb. LP-Gas capacity] may be permitted temporarily inside the convention facility for public exhibitions or demonstrations. If more than one such container is in an area, the containers shall be separated by at least 20 feet.
- Any exception to the first two requirements above must be submitted for review and approval by the Safety and Fire Prevention Office and the CSM.
- All LPG (propane) containers must be separated and inaccessible to the public. Cooking and food warming devices within exhibit booths shall be isolated from the public by not less than 48 inches (1220mm) or by a barrier between the devices and the public.
- The after-hours, overnight storage of any LPG (propane) container inside the convention facility is strictly prohibited. Containers must be removed at the end of each day and can be delivered back to the show floor upon the arrival of exhibit staff in the morning.
- Propane cylinders awaiting use should be stored in a secured propane storage cage that meets the requirements of OSHA. Storage cages must be secured in designated locations outside of the building.
- No dispensing from or refilling of LPG (propane) containers will be permitted inside of the convention facility.
- Use of LPG (propane) outdoors must be approved by the Safety and Fire Prevention Office and the CSM prior to arrival on property. No outside LPG (propane) will be permitted in any areas where building exits discharge or fire department access is required.
- When requested, areas enclosed by solid walls and ceilings must be provided with approved smoke detectors which are audible outside the area of the booth. A fire watch may be required. (See Multilevel and/or Covered Exhibits for more information.)
- The travel distance within the exhibit booth or exhibit enclosure to an exit access aisle shall not exceed 50 feet.
- Exhibitors who plan to demonstrate fuel-burning appliances on property must have approval from the CSM 30 days prior to the event.
- Fireplaces must be listed as ventless or self-venting for indoor use to obtain approval for use inside the facility.
- Only enclosed fireplaces will be approved for use, meaning the fireplace must be enclosed with a glass front, or a protective heat/contact barrier must be installed to prevent combustible exposure or attendee contact.
- Screen-front fireplaces will not be approved for use.

- Exhibit design directly around the fireplace and installation of the fireplace must meet the requirement/code for permanent fireplace installation. Distances from exposure to combustibles must meet the requirements for permanent installations.
- Candles may be used for decorative purposes for events with food service (one candle per table) where the candles are supported by/on substantial noncombustible bases so located as to avoid danger of ignition of combustible materials. Candle flames shall be protected and enclosed so that if the candle were to tip over, there would be no risk of fire. The Safety and Fire Prevention Office has final approval to determine if a candle meets the above criteria. Candles may not be left unattended while lit.

FLAMMABLES

Lighters, Torches, Open Flames

The Las Vegas Convention and Visitors Authority and Clark County Fire Code prohibit flammable liquid, gasses or solids in the Las Vegas Convention Center. Reasonable accommodations can be made for items that are for demonstration purposes.

LIGHTERS

- **Storage of lighters in a booth is prohibited.**
- **For display:** Disposable lighters on display is allowed.
- **For demonstration:** requires an open flame permit from Clark County Department of Building and Fire Prevention. www.clarkcountynv.gov/building/fire-prevention. See additional information.
- **For giveaways:** Exhibitors can keep a one day supply of lighters in the booth, if giving away lighters to attendees.

TORCHES

- **For display:** Butane/propane torches for display must be empty of fuel.
- **For demonstration:** requires an open flame permit from Clark County Department of Building and Fire Prevention. www.clarkcountynv.gov/building/fire-prevention.

REFILL CONTAINERS/CANISTERS

- Fuel refill containers on display must be empty. This includes all butane or propane refill tanks and containers of lighter fluid.
- **All other flammables on display (such aerosol spray cans) must be empty display models.**
- Applications for open flame permits can be submitted online www.clarkcountynv.gov/building/fire-prevention or by email: permits@ClarkCountyNV.gov
- Select the box labeled Candles and Open Flames and fill out the required information prior to submitting. If you need assistance, please contact the LVCVA Safety and Fire Prevention Office for assistance, 702 892-7413.

FOG MACHINES

- Use of all fog machines must be preapproved by the Safety and Fire Prevention Office. A demonstration of the fog machine and its intended use must be given to the office at least 48 hours in advance.
- The fog machine must be UL listed or equivalent (for its intended use).
- Fog-generating fluids must be nonhazardous and stored in the original containers that were provided by the manufacturer. The safety data sheet for fog fluid must be sent to the Safety and Fire Prevention Office for approval in advance of the event move-in.
- The SDS must remain in the booth/event location at all times.
- The facility reserves the right to limit the amount of haze produced by a show.

FOOD AND BEVERAGE

Centerplate retains the exclusive right to provide, control and retain all food and beverage services within the Las Vegas Convention Center (LVCC). Outside food and beverage may not be brought into the facility for consumption or to be distributed without prior approval. Fees may apply.

Preparation Within Exhibits

Whenever food or beverage is prepared within an exhibit, a Food and Beverage Sampling/Onsite Preparation Approval form must be completed and emailed to foodprepandsample@lvcva.com. Approval from both Las Vegas Convention and Visitors Authority (LVCVA) and Centerplate must be received prior to finalizing your plans.

Exhibition and Display Cooking

Temporary exhibition and display cooking is only permitted within the limitations given below.

- All cooking appliances shall be listed or approved by a nationally recognized testing agency, e.g., Underwriters Laboratories, Inc., American Gas Association.
- All cooking equipment is to be operated according to the manufacturer's operating instructions. Equipment listed or designed for outdoor use shall not be used indoors.
- All multiple-well cooking equipment using combustible oils or solids and cooking surfaces, i.e., grills that exceed 288 square inches (2' x 1' max.) that produces grease-laden vapors, must have a fire extinguishing system installed and an exhaust duct system complying with the currently adopted Mechanical Code.
- All single-well cooking equipment (deep-fat fryers), operations using combustible oils or solids, shall meet all the following criteria:
 - Metal lids sized to cover the horizontal cooking surface are to be provided.
 - The cooking surface is limited to 288 square inches (2' x 1' max.).
 - The equipment shall be placed on a noncombustible or limited combustible surface. Examples include concrete floors and fire retardant treated (FRT) plywood. The noncombustible surface must extend three (3) feet in front of the fryer.
 - The fryer is to be separated from all other equipment by a distance not less than 24 inches.
 - These cooking displays must be separated from all other combustibles by a distance not less than 10 feet.
 - The volume of cooking oil per appliance is not to exceed three (3) gallons.
 - The volume of cooking oil per booth is not to exceed six (6) gallons.
 - Deep-fat fryers shall be electrically powered and have a shut-off switch.
 - Other appliances for exhibition cooking shall also be limited to 288 square inches (2 square feet) in area. Examples are induction cooktops, ranges, electric warmer, single burner ranges, or multiple burner ranges.
 - A minimum of one (1) Class-K fire extinguisher shall be located within 30 feet of each deep-fat fryer and each grill or other appliance producing grease-laden vapors.
 - A minimum of one (1) Class 2A-30BC fire extinguisher shall be located within each booth with additional or other display cooking such as baking, sautéing, braising, stir fry, convection cooking, warming of food, and all other like applications.
- Solid fuels, including charcoal and woods, are prohibited within exhibit halls.

Food Sampling Information

The Southern Nevada Health District enforces regulations for the sampling of food during trade shows.

A Food and Beverage Sampling /Onsite Preparation Approval form must be completed by exhibitors who are giving away free, open food or beverage, and emailed to foodprepandsample@lvcva.com. Approval from both Las Vegas Convention and Visitors Authority (LVCVA) and Centerplate must be received prior to finalizing your plans.

Once the form has been submitted, a member of the Centerplate management team will contact you.

- All items to be given away are limited to sample sizes.
- Nonalcoholic beverages: 3 oz.
- Food items: 2 oz.
- Any food items not directly manufactured by the exhibitor must be purchased from and supplied by Centerplate.
- If sampling of open food or beverage is conducted at a booth, both a hot-water hand-washing station and a sanitizing station will be required.
- Hand-washing and sanitation stations may be purchased through Centerplate or provided by the exhibitor. If provided by the exhibitor, contact the Southern Nevada Health District or refer to its website for the requirements; southernnevadahealthdistrict.org.
- Hot water for hand washing will be provided by Centerplate. Hot-water refill station(s) will be available on the show floor. Check with show management for the location(s).
- If any alcoholic beverages are to be served, exhibitors must contact Centerplate and follow the Nevada Department of Taxation guidelines regarding liquor at trade shows. All alcoholic beverages must be served by a Centerplate bartender, TAM certified. Some exceptions may apply.

If you have any questions, contact Centerplate at 702-943-6779 or email exhibitorcateringlvcc@centerplate.com.

GAMING/RAFFLES

- For raffle/gaming inquiries, please contact the Nevada State Gaming Control Board at 702-486-2020.

HALOGEN LAMP RESTRICTIONS

The use of stem- or track-mounted halogen light fixtures is not allowed unless items meet the following requirements:

- Must use a self-shielded bulb.
- Bulb wattage must not exceed the listed wattage permitted by the fixture manufacturer.
- Wattage may not exceed 75 watts.

HAND CARRY

- Exhibitors may hand carry their merchandise from a privately-owned vehicle.
- All vehicles must be parked in a parking lot; no curbside parking allowed.
- The use of hand carts and dollies is not permitted.

MEETING ROOMS

- Carpeting/flooring can be placed on top of building carpet in the meeting rooms with permission from the convention services manager (CSM). Visqueen must be used between the building carpet and the carpet being installed. Use only nonresidue tape.
- When moving freight or equipment in these areas, the existing carpet must be protected using visqueen. Forklifts, electric carts, etc., are not permitted on the second floor. All freight and materials must be moved via pallet jack or hand cart by the official service contractor (OSC).
- Exhibitor crates and pallets must be placed on visqueen, not directly on building carpet.
- No signs, banners, trussing, lights, etc., may be hung from the ceilings or the support structures above the ceilings.
- Nothing may be affixed to meeting room walls or doors.
- No structures erected in meeting rooms may have any type of ceiling. All structures must be 18 inches below fire sprinkler heads.
- Fire extinguishers, exit signs or exits may not be blocked or obstructed.
- Meeting rooms used for exhibits must have approved floor plans. Submit all plans to boothplans@lvcva.com.
- Closets in meeting rooms are for Las Vegas Convention and Visitors Authority (LVCVA) use only.
- Meeting-room air walls will be moved only by LVCVA staff. Air walls must be configured prior to laying carpet over building carpet.
- Electrical service is limited to installed plugs/Crouse-Hinds show power receptacles in each room. (See below for listing of available show power.)
- Cables and wires must be routed above doorways – not across the threshold.

MULTILEVEL AND/OR COVERED EXHIBITS

- It is the responsibility of the exhibitor appointed contractor (EAC) to ensure that all rules within this section are followed, except for those rules pertaining to the use of a fire watch. The EAC has the responsibility to work with the client to ensure booth plans, as required by this section, are submitted to the Safety and Fire Prevention Office no later than 30 days before the first day of move-in for the event. Plans used for prior shows must be resubmitted for approval each time for the upcoming show.
- Multilevel or covered areas – Definitions:
- **Multilevel** – Any occupied second story or greater, which is accessible by an approved means of egress.
- **Covered Area** – Any area that covers the exhibit space and prevents the building fire sprinkler system from discharging water unobstructed to the floor. This will include single-story exhibits with ceilings, upper-deck exhibits, roof, overhead lighting installations, and any materials hanging or installed overhead that are not recognized as acceptable for use under fire sprinkler systems by fire code.
- **Means of Egress** – An approved stairway or ramp constructed to the specifications of the code used for access and exiting.
- Multilevel or covered contiguous areas more than 1,000 square feet are required to have a fire sprinkler system installed under the entire area and every level of the exhibit only when the following conditions apply:
- The exhibit is used in an event where the duration is seven (7) calendar days or longer.
- The exhibit contains display vehicles.
- The exhibit contains open flame. The exhibit contains hot work.
- Any upper-deck area to be occupied must have an approved plan with an engineering stamp from the state of Nevada.
- Multilevel areas that are greater than 300 square feet or will occupy more than nine persons shall have at least two remote means of egress.

- Means of egress shall be of an approved type and constructed to the requirement of the code.
- Spiral stairs are not allowed. Spiral stairways are not an approved means of egress for areas occupied by the public, visitors or clientele.
- Exhibits with multilevel or covered areas exceeding 300 square feet in size will require the installation of battery-operated smoke detectors. Any covered area that is also enclosed will require the installation of battery-operated smoke detectors regardless of the size of the area. All smoke detectors will emit an audible alarm that can be heard outside of the area.
- Any single-level exhibit over 1,000 square feet or exceeding 300 square feet of contiguous covered area (see "covered area" definition above) and all multiple-level exhibits must submit a booth plan to the Safety and Fire Prevention Office for approval. Plans must be submitted in CAD format via email to boothplans@lvcva.com.
- Under certain circumstances, it may be deemed necessary by the Safety and Fire Prevention Office to require a fire watch for an exhibit.

OUTDOOR EXHIBITS

- Parking lots used for exhibits that will have tents, pavilions, trailers or sprung structures must have a 24-foot perimeter aisle for fire and emergency vehicle access.
- Outdoor exhibits must have an approved floor plan. Booths that have tents, pavilions, trailers or sprung structures must be on a 10-foot-wide aisle.
- Temporary restroom facilities may be required for outdoor exhibits.
- Open trash containers/boxes are required when parking lots are used for exhibits. If containers are ordered through the facility, lessee will incur trash removal charges.
- Any **temporary assembly structures** (structures that have either membrane or solid, hard-shell or glass sides) that exceed 4,500 square feet, have additional requirements set by Clark County. Click [here](#) for Clark County requirements for temporary structures outdoors.
- All banner material used outside must be made of mesh material (a minimum of 30 percent pass through) or slatted to allow for air to flow through.
- Installation and dismantling of tower cranes require a 300-foot clear zone. All tower cranes require FAA approval.
- If pouring a sub-floor made of concrete onto the asphalt, visqueen must be used under the pour and the surrounding area. Bonding agents are prohibited.
- Reference Food Preparation Within Exhibits for information on exhibition and display cooking.
- Reference Fire and Safety Exhibit Guidelines for information on propane usage and storage.
- Any fuel storage greater than 10 gallons of gasoline or 60 gallons of combustible liquid (e.g., diesel) on property will require a [Clark County Permit](#).
- Las Vegas Convention and Visitors Authority (LVCVA) management reserves the right to make any changes on site that are deemed necessary without advance notice, for safety concerns.

Tents and Canopies

- All outdoor tents and/or temporary structures must be installed by facility approved exhibitor appointed contractors (EAC's) and must submit and receive an approved staking plan before staking can occur. Staking plans should be submitted 30 days prior to riggingandsprinklers@lvcva.com.
- All tents (a structure that is covered with a soft top and soft sides) greater than 400 square feet require a Clark County permit. They must also have a 2A40BC fire extinguisher that has a current Nevada state inspection tag.
 - All canopies (covered with a soft top but no sides) greater than 700 square feet require a Clark County permit. They must also have a 2A40BC fire extinguisher that has a current Nevada state inspection tag.

- Self-installed pop-up canopies require either weights or stakes must be lowered every evening at close of show and, depending on weather conditions, may need to be taken down; to be determined by facility on site.

Staking

- All staking needs to be drilled; no hand staking is permitted.
- Anchoring or staking into concrete is prohibited property wide.
- Trenching or digging is not allowed into the asphalt without the prior approval from a convention services manager (CSM); please contact conventionservices@lvcva.com for approval.
- Final on-site staking approval must be obtained by the Engineering Department before any drilling and staking may begin.
- The asphalt must be returned to its original condition. LVCVA standards are:
 - Backfill existing hole(s) with clean, fine-type sand. Tamp to within four Inches (4") minimum of grade surface.
 - Fill rest of hole(s) within a half inch (.5") of surface with fine aggregate-type patching asphalt and tamp until solid.
 - Cover areas approximately two inches (2") around patched hole with a good grade of plastic-type asphalt sealer with a maximum drying time of two (2) hours.

TRUSS STRUCTURES

- All truss structures require plans to be submitted to Safety and Fire Prevention 90 days in advance, and must meet American National Standards Institute (ANSI) regulations E-1.21. Depending on size, attachments and weight, facility may require a third-party engineer's stamp of approval. The engineer's stamp of approval must include wind load and seismic load. This will be at the exhibitor's expense. Please send to boothplans@lvcva.com.
- If an exhibitor has their own ballast (weight), but it is deemed insufficient by the facility, they must procure additional ballast from a local source and/or the show's official service contractor (OSC) at their own expense.

PARKING

- The current parking fee is \$10 per space, with in and out privileges. Cash or credit cards are accepted. Anyone leaving the property and planning to return the same day can show their paid parking receipt for re-entry. Reentry is subject to availability.
- Vehicles taking up more than one standard parking space will be charged accordingly upon entry.
- Overnight parking is prohibited on property. Vehicles left on the property overnight will be towed at the owner's expense.
- Privately owned, enclosed vehicles (e.g., box vans, RVs, enclosed trailers, etc.) are permitted to park in the Bronze and Platinum lots when available.
- Individuals with special parking situations or concerns should inquire at the Traffic Office for assistance at 702-892-7400.

PERMITS

For assistance with Clark County Building and Fire Prevention permitting, contact the Safety and Fire Prevention Office at 702-892-7413 or boothplans@lvcva.com.

Permits from Clark County Building and Fire Prevention are required for the following:

- Temporary outdoor tents and membrane structures over 400 square feet
- Canopies more than 700 square feet
- Outdoor temporary structures over 4,500 square feet
- Hot works
- Spray and dipping booths
- Cryogenic fluids
- Compressed gases
- Mobile fueling of vehicles/fuel storage
- Open flames and candles not used for food warming
- Open-flame torches
- Flame effects and pyrotechnics
- Carnivals

Clark County Building and Fire Prevention also provides blanket permits for multiple exhibitors applying for the same permit at the same show for: hot works, spray and dipping booths, cryogenic fluids, and compressed gases. Blanket permits must be submitted to Clark County Building and Fire Prevention office by show management. [Clark County Permit](#)

PERSONAL MOBILITY DEVICES

The use of Segways, skateboards, hover boards, scooters and all other nonapproved ADA mobility devices, are not permitted on property.

ROOF ACCESS

- Anyone requiring roof access must obtain approval in advance. To do so, submit roof access form to conventionservices@lvcva.com.
- Once written approval has been given, go to the Facility Support office (near freight door 12) on the specified installation date to complete the process.
- Roof access is by appointment only. Standard appointment times are available seven (7) days a week between the hours of 7:30 a.m. to 4:30 p.m.
- Engineering staff will escort persons desiring roof access and monitor roof activity.
- Items placed on the roof must have the contractor's name, booth number and show name.
- Anyone accessing the roof without a pass will be trespassed.
- Access to the roof areas via lift is prohibited.
- Fall protection must be used when required by OSHA.
- Foot traffic over roof surfaces must be via mats where provided.
- Penetration of the roof surface is prohibited.
- Show-related equipment must be removed during move-out of the show.

- Individuals blocking or taping open any roof access doors will be trespassed from property.
- Satellite pads are available on the roof of halls C1-C5, N1-N4, and S3-S4.
- Roof access passes expire at the end of each day. No work is permitted on the roof during inclement weather.

SATELLITE/ANTENNA INSTALLATION

- Equipment installation requires roof access form.
- Cox Business has exclusive rights for all cable runs.
- All satellite dishes must be placed on a three-quarter inch (3/4") carpeted piece of plywood.
- Equipment can only be mounted on roof platforms, and not on any other roof surface.
- The mounting of equipment on antenna masts is permissible where available. Contact your convention services manager (CSM) for further information.
- Roof walkways must be used when available.
- Satellite dish size is restricted to one meter (39 inches) with no exceptions.
- Installer is responsible for removal of satellite and any debris after the show or event concludes.
- The use of sandbags or cinder blocks is prohibited.
- Cable may not be laid through roof hatches.
- Aluminum-clad flooded jacketed cable is not permitted.

SHIPPING & RECEIVING OF EXHIBITOR MATERIALS/PRODUCT

- The facility is unable to accept any goods shipped to the building for show management or any exhibiting company. Your official service contractor (OSC) will handle the shipping and receiving of all goods.

SOUND LEVELS

- Las Vegas Convention and Visitors Authority (LVCVA) retains the right to regulate the volume of any sound, whether it be music, voice, special or artificial effects to the extent that the same interferes with other lessees within the facilities.

VEHICLES ON DISPLAY

- Fuel-tank openings shall be locked or sealed in an approved manner to prevent escape of vapors.
- Fuel tanks shall not contain more than one-quarter their capacity or more than five gallons of fuel, whichever is less.
- At least one battery cable shall be removed from the batteries used to start the vehicle's engine, and the disconnected battery cable shall then be taped.
- Auxiliary batteries not connected to engine's starting system may be left connected.
- Electric and hybrid vehicles shall have their operating batteries disconnected whenever possible.
- External power is recommended for demonstration purposes.
- Battery charging is not permitted inside the building.
- Combustible/flammable materials must not be stored beneath display vehicles.
- Fueling or de-fueling of vehicles is prohibited
- Vehicles shall not be moved during the show and will remain off while freight doors are closed.
- 36" of clear access or aisles must be maintained around the vehicle.

- Vehicles must be a minimum of 20 feet from exits or exit pathways.
- Vehicles placed in lobbies and meeting rooms must have approval of the convention services manager (CSM).
- Visqueen must be used under vehicles on display in lobbies and meeting rooms.

WEAPONS

- A personal or concealed weapon of any type is not permitted
- Nevada Revised Statute 202.3673 prohibits concealed weapons of any type on facility property(s).



National Hardware Show
October 21-23, 2021
Las Vegas, NV

Oscar & Associates, the official provider of Photographic, Video & Live Streaming Services

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1. Access to the show floor before, during and after show hours.
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January 9, 2019

For Immediate Release

EPA Requires Certification Statement Complying with Formaldehyde Emission Standards on Imported Composite Wood Products

Beginning March 2019

International Exhibitors Should Take Note for Booth Construction Material & Shipping to the U.S.

Elizabeth, NJ -- A compliance date set by the U.S. Environmental Protection Agency (EPA) regarding imported composite wood is rapidly approaching and should be addressed by international exhibitors shipping hardwood plywood, medium-density fiberboard (MDF), or particleboard to spring trade shows in the United States. The EPA has identified March 22, 2019 as a compliance date related to the Toxic Substance Control Act (TSCA), Title VI, requiring importers to provide a statement that composite wood materials being shipped into the U.S. meet formaldehyde emission standards. As of March 22, 2019, importers will be required to document that their composite wood products have been tested and are certified as compliant with TSCA Title VI in order to enter the U.S. **Imported composite wood products that are not intended for sale, but for use at a trade show, are subject to these regulations and need to be certified and labeled. These types of products are heavily used in the construction of trade show exhibits particularly large-scale exhibits that incorporate walls and floors.**

TSCA Title VI establishes formaldehyde emissions standards for three types of composite wood products: hardwood plywood, MDF and particleboard. The purpose of the TSCA is to reduce exposure to formaldehyde emissions and to benefit human health. These standards are identical to the emission standards currently in effect in California. The rule governs the manufacture (including import), distribution and sale of composite wood products, component parts that contain composite wood products and finished goods that contain composite wood products.

These composite wood products must be certified as compliant by an EPA-recognized third-party certifier (TPC). International exhibitors that use composite wood products in the construction of exhibit spaces are responsible for adhering to this compliance requirement. This past June, the EPA began implementation of Title VI by requiring importers to begin record keeping – maintaining documents that indicate compliance with these formaldehyde emission standards on documents

such as bills of lading for a period of three years. Importers are required to have the ability to make records identifying the panel producer, the date that the products were produced, the supplier (if different), as well as the date of purchase, available to the EPA within 30 calendar days of a request.

For international exhibitors who are importing composite wood materials into the U.S., the EPA recommends that importers specify TSCA Title VI compliant products when ordering or purchasing from suppliers. Importers should obtain records to show that they have taken all reasonable precautions to comply with this regulation and should ensure that labels applied by the manufacturer remain intact and readable.

Beginning March 22, 2019 each imported shipment of composite wood products or component parts of finished goods that contain composite wood products, must be accompanied by this statement from the importer under TSCA section 13: “I certify that all chemical substances in this shipment comply with all applicable rules under the TSCA and that I am not offering a chemical substance for entry in violation of TSCA or any applicable rule or order under TSCA.” This statement on a company’s letterhead must appear on the entry document or invoice for each imported shipment that contains composite wood products.

According to Phil Hobson, President of Phoenix International Business Logistics (PIBL), a leading freight forwarder and U.S. Customs Broker specializing in trade show shipments, “Container loading deadlines for spring trade shows will occur in February & March. If international exhibitors are purchasing wood and constructing exhibits presently, they should be reviewing the EPA regulations and receiving confirmation from their composite wood suppliers that these materials meet the current formaldehyde emission standards in order to enter the United States. If your company is planning to ship composite wood items, particle wood and MDF panels for the purpose of constructing exhibits at U.S. trade shows, this is an important regulation that you must immediately address prior to shipping by sea or air. PIBL will be requesting that overseas exhibitors planning to attend future U.S. shows, specifically those importing composite wood products for use with exhibits, provide the necessary certification statement on letterhead for Customs entry purposes.”

PIBL is the official freight forwarding company for many domestic and international trade shows and exhibits, including COVERINGS the global tile and stone show taking place in Orlando, Florida this April. PIBL is available to answer customer questions regarding shipments of composite wood products to the United States for trade shows and urges overseas exhibitors and Pavilion coordinators to be vigilant in their compliance with this regulation as they prepare for the shows this spring.

The EPA identifies certain materials that are exempt from this regulation such as hardboard, structural plywood and structural panels. Information on this regulation and its requirements, as well as a listing of exempt materials, can be found in the following links:

TSCA VI Regulation

https://www.epa.gov/sites/production/files/2018-06/documents/small_entity_cg_for_importers_distr_and_ret_june_2018.pdf

<https://www.epa.gov/formaldehyde/formaldehyde-emission-standards-composite-wood-products>

Regulation in the Federal Register: <https://www.regulations.gov/document?D=EPA-HQ-OPPT-2016-0461-0001>



NATIONAL HARDWARE SHOW

October 21-23, 2021

Las Vegas Convention Center

Las Vegas, NV

International Shipping & U.S. Customs Guidelines



PIBL

PHOENIX INTERNATIONAL
BUSINESS LOGISTICS, INC.

<https://www.phoenixlogistics.com/>

Phil Hobson / Sally Mulkeen

Tel 908-355-8900

Fax 908-355-8883

Email phobson@phoenixlogistics.com / Smulkeen@phoenixlogistics.com

TABLE OF CONTENTS

Introduction	2
U.S. Customs Clearance Process	3
Types of U.S. Custom’s Entries	4
Consignment Information	4
Import Security Filing (10+2) Rule	5
Ocean and Air Freight Deadlines	5
Required Documentation	6
Restrictions on Wood Packaging Material	7
FCL - Full Container Load Ocean Shipments	8
LCL - Less than Container Load Ocean Shipments	8
International Small Package /Courier Shipments	9
U.S. Customs Duty and Processing Fees	10
Prohibited Commodities	10
Outlays and Payment Conditions	11
Insurance	11
Outbound Shipping Instructions	12
Phoenix Overseas Offices and Affiliates	13
Deadlines and Tariff	14
Important Tariff Notes	15
Forms:	
A) ISF (Importer Security Filing Form)	
B) Import Freight Information Sheet	
C) List of International Agents/Affiliates	



INTRODUCTION

Phoenix International Business Logistics, Inc. (PIBL) has been appointed the Official International Freight Forwarder / U.S. Customs Broker for the 2021 National Hardware Show.

We strive to offer each exhibitor exemplary service in concert with our overseas partners. By using PIBL's international network, your company can derive these benefits:

- Alleviate potential transport and customs clearance problems and ensure your exhibit is delivered on time.
- Increase the efficiency and reliability of the entire transportation process
- By establishing an account with a PIBL overseas agent, all charges for services incurred in the U.S. can be invoiced directly to you through our agent. Otherwise, payment for services must be collected from the exhibitor (or their freight forwarder) prior to the delivery of your shipment to the show site.
- PIBL will coordinate the customs clearance of all inbound freight through U.S. Customs and Border Protection (CPB) and will arrange timely delivery to the show site.
- Our licensed personnel are on-site before, during, and after the show to answer questions about customs clearance and to assist you with the re-exportation of freight after the show closing.

Should you have any questions regarding transportation or U.S. Customs, we invite you to contact us.



U.S. CUSTOMS CLEARANCE

All shipments arriving in the U.S. require clearance from U.S. Customs prior to release from the port, airport or terminal. In order for PIBL to affect customs clearance on your behalf, you must provide a company name under which PIBL can prepare the customs entry. This company can either be a U.S. resident company or an overseas non-resident company.

What PIBL Needs to Act as Your Customs Broker

1. Completed U.S. Customs Power of Attorney Form (available upon request)
2. Import Freight Information Sheet (attached) - return by facsimile or email to the PIBL coordinating office. If needed, consult with our agent on how to complete this form.
3. Contact name and phone number

Note: Customs clearance will take approximately 2-3 days. During this time, the freight must remain under customs supervision at the port of entry and under no circumstances can it be delivered to the show site.

About The Power Of Attorney

The PIBL coordinating office must be in possession of your Power of Attorney 48 hours prior to export of seafreight shipments, in order to file the importer security notice with U.S. Customs or immediately upon export of airfreight shipments. It is the exhibitor's responsibility to make available to PIBL all appropriate documentation for customs clearance. **Failure to do so may result in late filing fees and surcharges and/or late delivery to the show site.**

Blank Power of Attorney forms are available upon request.

Timely Deliveries

Although PIBL will do everything possible to ensure all shipments are delivered in time for the show, we cannot be held responsible for late or delayed delivery of freight due to the exhibitor's failure to follow the provided procedures.



TYPES OF U.S. CUSTOMS ENTRIES

Permanent Entries

Permanent Customs entries are reserved for those Exhibitors who are expecting their freight to permanently remain in the United States. U.S. Duty and other applicable processing fees will apply. Shipments with duty liability of less than \$250.00 are automatically cleared as a permanent entry.

Temporary Entries

High value exhibits imported and intended to be re-exported after the show can be cleared on a temporary duty free (TIB) entry. TIB entries should only be utilized for exhibits intended for re-export in the same condition and quantity in which they were imported. TIB merchandise entered into the U.S. and not exported is subject to U.S. Customs penalties and fines.

All give-away items, food, beverage, etc., are considered consumables and are therefore unable to be cleared under a temporary entry.

It is not recommended that merchandise intended for temporary or permanent entry into the U.S. be packed and shipped together. U.S. Customs will not accept one customs entry for both permanent and temporary freight. We suggest that such freight be packed and shipped independently under separate commercial invoices and house bills of lading. Questions on this subject can be forwarded to PIBL or our overseas agents.

CONSIGNMENT INFORMATION

Please ensure that your shipments are sent on a prepaid basis, marked and consigned as follows.

Consignee

Name of exhibiting company
C/O 2021 National Hardware Show / Booth # _____
Las Vegas Convention Center
3150 Paradise Road
Las Vegas, NV 89109

Notify

Phoenix Int'l Business Logistics, Inc (PIBL)
Attn: Phil Hobson /Sally Mulkeen
Phone 908.355.8900 Fax 908.355.8883



IMPORT SECURITY FILING (10+2) Rule.

This information is needed 48 hours before shipment is loaded

International exhibitors attending trade shows in the U.S. face federal regulations when importing cargo by ocean freight from overseas. On January 26, 2009 the Import Security Filing (ISF) rule, also known as the 10+2 rule, took effect. International exhibitors who fail to follow the new rule from the U.S. Customs and Border Protection (CBP) are subject to fines and penalties. Under the ISF rule, importers are required to submit 10 items of data about their cargo at least 24 hours before it is loaded aboard a vessel at a foreign port. Two additional data items are required by the carrier as well, resulting in what is known as the 10+2 rule. To comply with the new rule, exhibitors are required to provide PIBL or a PIBL agent the following 10 data elements 48 hours prior to loading at the port of origin.

- | | |
|--|---|
| 1. Manufacturer (or supplier) name and address | 6. Consolidator name and address |
| 2. Seller name and address | 7. Importer of record number |
| 3. Buyer name and address | 8. Consignee number |
| 4. Ship to name and address | 9. Country of origin of goods |
| 5. Container stuffing location | 10. Harmonized Tariff Schedule (HTSUS)# |

On July 9, 2013, CBP was authorized to begin full enforcement of the ISF regulation. CBP will begin fining Importers for the submission of an inaccurate, incomplete or untimely filing or for failure to file. Violators will be fined \$5,000 per non filed, late filed, inaccurate filing or inaccurate ISF update. Fines will not exceed \$10,000 per ISF. To expedite the process, contact PIBL or a PIBL agent to request an email copy of an easy to use "type and send" ISF form or download it from http://phoenixlogistics.com/f_and_e.html



OCEANFREIGHT/AIRFREIGHT DEADLINES

Ocean Freight		
(FCL):	Port of Los Angeles	October 9, 2021
(LCL)	Port of Los Angeles	October 2, 2021
Air Freight:	Los Angeles Airport	October 9, 2021

To ensure timely delivery to the show site, we recommend that all shipments arrive in the U.S. by the above deadline dates. PIBL will not charge intermediate storage for air freight or LCL sea freight shipments that have arrived and are customs cleared within the above provided time frames. If you require a later arrival date, please contact the PIBL coordinator to discuss.

REQUIRED DOCUMENTATION

The following documents must be provided for customs clearance:

- Bills of lading or airway bills. (Express release bills of lading only) - **No originals.**
- Signed commercial/proforma invoices in English, giving exact commodity description with harmonized number, unit value and total value. (You cannot indicate NO COMMERCIAL VALUE on invoices. This is not accepted by U.S. Customs)
- Completed and signed Import Freight Information sheet (see Forms section)
- Packing list in English (may be combined with the commercial invoice)
- Power of Attorney - available upon request. This is not required if you have worked with PIBL previously.
- Any applicable documents, licenses, insurance certificates



RESTRICTIONS ON WOOD PACKAGING MATERIAL

The United States Department of Agriculture (USDA) Animal and Plant Health Inspection Service (APHIS) has revised its import regulation for wood packaging materials (WPM), 7 CFR § 319. The final rule was effective September 16, 2006 with full enforcement commencing on July 5, 2006.

The regulation restricts the importation of many types of untreated wood articles, including wooden packaging materials such as pallets, crates, boxes, and pieces of wood used to support or brace cargo. The regulations currently refer to these types of wood packaging materials as solid wood packing materials, defined as “wood packing material other than loose wood packing material, used or for use with cargo to prevent damage, including, but not limited to, dunnage, crating, pallets, packing blocks, drums, cases, and skids.” **Any wood packaging material not meeting the treatment specifications of this rule will be immediately re-exported.**

The rule states that regulated wood packaging materials must be marked in a visible location on each article, preferably on at least two opposite sides of the article, with a legible and permanent IPPC mark that indicates that the article meets the new requirements. **It is highly recommended that IPPC stamped crates loaded in full containers be placed at the tail of the container so the stamp is clearly visible by Customs when the container doors are opened.** U.S. Customs is no longer accepting fumigation certificates as proof of fumigation. All fumigated wood packaging material must be stamped with the IPPC stamp.

Should you have any questions regarding the wood packaging material used for your exhibit, please consult your local PIBL agent, in-house freight forwarder, or packing and crating company. Additional information on this subject can be found on the USDA Website: <http://www.aphis.usda.gov/lpa/issues/wpm/wpm.html>



FULL CONTAINER OCEAN SHIPMENTS

Containers arriving on the West Coast of the U.S. must be terminated at the U.S. port of arrival, at which point, PIBL will arrange the customs clearance and transfer of the container to Las Vegas. The U.S. Rail system does not provide direct rail access into Las Vegas. Containers arriving from Europe via the U.S. East Coast should be booked via “Miniland Bridge” to Los Angeles, California. These shipments must terminate at the Los Angeles Container Rail Yard.

A marshaling yard has been established for the orderly management and drayage of containers to the show site for unloading. PIBL will arrange for delivery of containers to the marshaling yard for intermediate storage and subsequent delivery to the convention center for unloading. **DOOR DELIVERY BY THE STEAMSHIP LINES DIRECTLY TO THE CONVENTION CENTER IS PROHIBITED.**

For the purpose of ensuring containers are available for re-export, we ask that you notify Phoenix of any full container return shipments prior to arrival in Los Angeles. Availability of containers is limited and booking equipment is required 10 days in advance. If arrangements have not been made and containers are not available for loading on showsite, Exhibitor’s freight will be removed from showsite and returned to Phoenix’s contracted warehouse. These services will be invoiced to the Exhibitor’s account.

LESS THAN CONTAINER LOAD OCEAN SHIPMENTS

If you intend to engage the services of a sea freight consolidator for your LCL (less than container load shipments), please be aware of the delays associated with transport from the port of arrival to Las Vegas and U.S. Customs examinations at the port of arrival. These delays range from 6-12 days. Although PIBL cannot reduce the risk of U.S. Customs examinations, we can expedite the clearance process and delivery to Las Vegas – but only if the shipments are terminated at the U.S. port of arrival. We do not recommend shipping LCL shipments through to Las Vegas. Best results are obtained by terminating the shipment at the U.S. port of arrival.



INTERNATIONAL SMALL PACKAGE SHIPMENTS

Successful customs clearance and delivery of international courier shipments can be a challenge. To reduce delays, additional expenses and possible non delivery of your shipment, we suggest exhibitors utilize PIBL's customs clearance, receiving and delivery services by consigning their shipments as below. With correct consignee instructions provided to the courier, PIBL is able to customs clear, receive, consolidate and deliver your shipment to the show. Our employees are available to monitor and confirm your shipment was delivered to your booth. Please contact us to discuss the best method for handling your package/courier shipments.

Consignee

Name of exhibiting company
Booth # _____
C/O 2021 National Hardware Show / Booth # ____
Las Vegas Convention Center
3150 Paradise Road
Las Vegas, NV 89109

Notify Broker

PIBL - Phoenix Int'l Business Logistics, Inc
1201 Corbin Street
Elizabeth, NJ 07201
Attn: Sally Mulkeen
Phone 908.355.8900 / Fax 908.355.8883



U.S. CUSTOMS DUTY AND PROCESSING FEES

Merchandise entered into the Commerce of the United States is subject to duty, merchandise processing fees and, if imported via sea freight, a harbor maintenance fee. These duties/taxes will be estimated and invoiced by PIBL in accordance with the description provided on your commercial invoice. All U.S. Customs and service fees invoiced by PIBL must be paid prior to freight delivery to the show site.

Duty - Based on commodity description and rate of duty

Merchandise processing fee - .3464% of FOB value (maximum USD\$ 528.33) Sea & Air

Harbor Maintenance fee - .125% of FOB Value - (No maximum) Sea freight only

Preparing The Commercial Invoice

Commercial/pro forma invoices must include the following information:

- * Name of shipper (exporter or manufacturer)
- * Name of consignee (exhibiting company **C/O 2021 National Hardware Show – Las Vegas, Nevada**)
- * Booth number
- * Complete description of merchandise
- * Harmonized tariff number of each description
- * Unit value and total value ("No commercial value" statements are not accepted by U.S. Customs)
- * Invoices must be in English

Display Description

A display booth with lights, panels, etc., can be grouped and shown as this example indicates:

"Completed display booth and stand" 9403.20.0020 Value \$5,000.00

PROHIBITED COMMODITIES

Certain commodities are prohibited from import into the United States. We strongly advise you refrain from shipping any items of clothing, especially t-shirts, hazardous chemicals, paint, or food/beverages with your shipment. However, should you find it necessary to import such merchandise, please send it separately and in advance of your primary shipment.



OUTLAYS AND PAYMENT CONDITIONS

PIBL will advance funds on your behalf for expenses incurred in Las Vegas. Unless you have an established account with PIBL or a PIBL partner, these charges are expected to be paid prior to delivery of your shipment to the show site.

INSURANCE

To best serve our customers, we must inform you that the liability of your freight forwarders, customs broker and contracted carriers, as well as PIBL, is limited to \$50.00 per shipment under the Freight Forwarder/Customs Brokerage Industry's standard terms covering liability for physical loss or damage to your cargo. In the unfortunate event that your goods are damaged or lost while entrusted to PIBL and if our agents or we are determined liable for the damage or loss, our and their liability will be limited to \$50.00 per shipment.

If you do not wish to run this risk, you have two options. You may declare the value of the goods to us prior to shipment; PIBL with our agents will thereby charge you a significantly higher rate for our services. Alternately, you may procure insurance on your own, or through us, for the full value of the goods for the time the goods are entrusted to us and/or our agents, including international door-to-door coverage.

Generally, the premium for such insurance is much less than the higher freight rate that you will be charged if you choose the first option, declaring the higher value.

If you or your insurance broker has any concerns that your present coverage does not fully cover the value of your shipment in the event of loss or damage, please feel free to request full coverage of this shipment in writing to PIBL. Through our underwriters, we have the ability to insure your shipment for the value as indicated in your request.

If you do not wish to exercise either option, or if you are satisfied that the insurance coverage you have arranged through others and not through us is sufficient, you are acknowledging the fact that PIBL has not insured your shipment and has advised you of the liability limitation that will otherwise apply.



Outbound Shipping Instructions

These instructions are provided to assist you with the documentation required to remove your freight from the show site. Please contact your PIBL representative with any questions prior to the show closing.

BEFORE THE LAST DAY OF THE SHOW

- Secure a **material handling form or bill of lading** from the appointed show contractor. You must complete this form to help the contractor identify your shipment and tender it to PIBL
- Ensure all show **contractor invoices** have been paid.

ON THE LAST DAY OF THE SHOW

- If you have not received the material handling form or bill of lading from the show contractor, visit the contractor's service desk to request it.
- Complete the form by **adhering to all of the instructions** provided by the contractor.
- You must **indicate PIBL/Phoenix as the carrier** in this manner:
PIBL-Phoenix/Att: (your PIBL representative's name and phone number)
- Each piece that you pack **must be labeled** with a final delivery/consignee address. If you don't have labels, the show contractor can provide blank labels for your use.
- Be sure that the **piece count** that you list on the material handling form precisely matches the number of pieces that you have packed and are shipping.
- The **final delivery address** that you provide on the handling form must match the delivery address on the labels.
- After packing your exhibit, **return the completed material handling form to the show contractor's service desk**. Without this completed form, the show contractor cannot release your shipment to our driver.
Important: Don't leave the material handling form with your freight at the booth, or leave the exhibition center without taking the completed form to the show contractor.
- Call or email your PIBL representative to **advise us of the final piece count**, as well as the time that you dropped off the completed material handling form at the show contractor's service desk.

**Questions? - Call our Export Department at
908-355-8900**



PHOENIX OVERSEAS AFFILIATES AND OFFICES

PIBL urges all exhibitors to utilize the transportation services of our overseas partners and affiliates. These offices have familiarized themselves with these guidelines and are in a position to invoice you directly for all destination and on-site charges. By using the PIBL network, you will alleviate any delays in Las Vegas and will increase the efficiency of the entire transportation process. The full contact information for each office is provided at the end of these guidelines. If an agent is not provided for your country, please contact PIBL for the office nearest your location.



DEADLINES AND TARIFF

A. Important scheduling notes

1. Phoenix is offering **free** storage of LCL and airfreight shipments arriving after October 2, 2021.
2. Cargo arriving after the above stated deadline dates will be charged additional fees based on the services required to insure timely clearance and delivery to the convention center.
3. Due to the possibility of a high volume of return shipments, please allow additional time for exports from Las Vegas. Expedited export transportation services are available. However, this service must be requested in advance of show closing.

B. Inbound charges

1. Terminal Handling charges and transfer of documents..... As per outlay + 15% outlay fee
2. Customs clearance fees:
 - Permanent entries US 150.00 p/entry
 - Temporary entries US 225.00 p/entry
 - ATA Carnet Clearance US 185.00 p/entry+ \$45 Mess
3. U.S. Customs exam services..... as per outlay+ 15% outlay fee
4. Custom's exam coordination fee US 75.00 per exam
5. Document messenger services, communication and Exposition
 - Onsite staff supervision fee US 125.00 p/entry/container
6. Other Gov't Agency releases (If required)..... US 35.00 p/entry
7. Additional Classifications (3 free) US 7.00 each additional
8. Additional invoice (1 free) US 15.00 each additional
9. * Delivery from Los Angeles Airport or consol point, to US 55.00 p/100 lbs
Showsite dock. (Based on Greater of volume or weight) US 350.00 Minimum
10. Seafreight container drayage to Showsite Available upon request
11. Trucker waiting time US 85.00 per hour/1 hour free
12. US Customs bond fee:
 - TIB entry bond fee US 7.50 per/USD 1,000.00
 - Permanent entry bond fee US 6.50 per/USD 1,000.00
 - Minimum Bond fee US 75.00
13. Import Security filing: US 65.00 p/sea shipment
14. Import Security Bond fee US 85.00

* Discounts available for shipments exceeding 4,000 lbs



C. Outbound charges

1. Export documentation:
 - Air US 75.00 p/shipment
 - Sea US 125.00 p/shipment
2. TIB/TFE Cancellation US 100.00 p/entry
3. ATA Carnet clearance US 185.00 p/entry+\$45 Mess
4. Onsite sea/air/domestic shipment coordination US 75.00 p/shipment
5. Export in-bond transit fee for transport of bonded shipments..... US 105.00 p/shipment
6. Delivery from show site to Los Angeles Airport or consol point US 55.00 p/100 lbs
(Including intermediate storage) US 350.00 Minimum
(Based on Greater of volume or weight)
7. Seafreight container drayage from showsite to Railyard Available upon request

Return Air/Ocean freight rates will be quoted on a case per case basis.

Above rates apply to services provided during normal working hours. For after-hours, weekend, and/or holiday pick ups or deliveries, add \$125.00 to the above inbound and outbound coordination fees.



D. Important Tariff notes

1. Rates exclude all U.S. Customs duty, taxes and/or Merchandise Processing Fees, any storage charges due to early arrival or delays beyond Phoenix's control, and charges related to the movement of freight once it arrives on showsite..
2. Unless prior arrangements have been made with our PIBL overseas affiliate, all freight charges must be settled prior to show opening. Failure to do so will result in a 2.5% outlay charge. Payment may be in the form of cash, American Express or Traveler's checks. *Company checks drawn on foreign banks cannot be accepted.* A 4% processing fee will be added to all invoices paid by credit card.
3. All merchandise brought into the exhibition center must be properly packed. Phoenix does not unload or load vehicles at the Convention Center so we can not be held liable for damage caused while unloading or loading. We highly recommend the use of wood crates for all international and domestic shipments.
4. C.O.D./Collect fees/Outlays. Phoenix will invoice a 15% outlay fee for any/all monies outlaid on behalf of the exhibitor.
5. Rates do not include trucker waiting time while waiting onsite to be unloaded or loaded. Rates are generally invoiced at a per hour rate with 2 hours free.
6. Container rates do not include chassis rental charges.
7. PIBL Terms and Conditions of service are available upon request.





PIBL

Port Elizabeth
1201 Corbin Street
Elizabeth, NJ 07201 USA
Tel 908.355.8900 Fax 908.355.8883

IMPORTER SECURITY FILING

BILL OF LADING NO.	<input type="text"/>	ON BOARD DATE	<input type="text"/>
SHIPPER REF NO.	<input type="text"/>	COUNTRY OF ORIGIN	<input type="text"/>
MANUFACTURER NAME	<input type="text"/>		
MANUFACTURER ADDRESS	<input type="text"/>		
CONTAINER STUFFING LOCATION	<input type="text"/>		
BUYER NAME	<input type="text"/>		
BUYER ADDRESS	<input type="text"/>		
SHIPPER NAME	<input type="text"/>		
SHIPPER ADDRESS	<input type="text"/>		
CONSOLIDATOR NAME	<input type="text"/>		
CONSOLIDATOR ADDRESS	<input type="text"/>		
IMPORTER OF RECORD	<input type="text"/>	CONSIGNEE FEDERAL ID NO.	<input type="text"/>
ACTUAL OWNER OF GOODS	<input type="text"/>		
HARMONIZED TARIFF	<input type="text"/>		



PHOENIX INTERNATIONAL BUSINESS LOGISTICS, INC.

TRADE SHOW / FINE ART DIVISION

1201 CORBIN STREET

ELIZABETH, NJ 07201

PHONE: (908) 355-8900 FAX: (908) 355-8883



IMPORT FREIGHT INFORMATION SHEET



SHOW NAME:

EXHIBITOR:

HALL NO:

BOOTH NO:

MOVE-IN DATE:

CONTACT(S) AT SHOW:

Email address:

On-Site Cell No:

DEFINITIVE OR TEMPORARY CLEARANCE:

IMPORTER OF RECORD: Name and Address

BILLING PARTY (check one below):

EXHIBITOR

PHOENIX AGENT IN COUNTRY OF ORIGIN
(Confirmation required)

OTHER: (Specify: _____)

Name and Address of Agent:

Importer IRS#: _____ If available

Is your company C-TPAT Certified?: YES NO

Have you shipped with this agent previously?: YES NO

PAYMENT CONDITIONS:

Unless prior arrangements have been made with your local PIBL agent, all charges are payable before final delivery to show site. American Express, Visa, wire transfer or company check are all acceptable forms of payment.

FREIGHT ARRIVAL CONDITIONS:

To insure proper U.S. Customs clearance and timely delivery to your booth, freight must arrive by the deadline date provided in the attached guidelines or as confirmed by email.

DELIVERY TERMS:

PIBL is only responsible for delivery of freight to show site dock.

The designated drayage contractor is responsible for all onsite freight movements.

PIBL is not responsible for loss of freight while on show site.

PIBL will not accept collect freight unless advance arrangements have been made in writing.

The below signed Exhibitor/Company guarantees payment of all charges incurred on this shipment in accordance with the above instructions and the Terms and Conditions of PIBL which are available upon request

THANK YOU.

NAME: _____

SIGNATURE: _____

DATE: ____/____/____

PIBL's
WORLDWIDE NETWORK OF AGENTS

Australia

Agility Fairs & Events
32 Sky Road
Melbourne Airport VIC 3045, Australia

Contact: Fiona Ostoja
Phone: 61-393303303
Fax: 61-393303337
E-mail: FOstoja@agility.com

Belgium

Kristal bvba
Brucargo 734
Zaventem, B-1931, Belgium

Contact: Mr. Geert Frere
Phone: (32)2 7530737
Fax: [32] 27514720
E-mail: geert.frere@kristal-logistics.com

Brazil

TTI Log International Logistics
137 Avenue Alexandr Mackenzie
Sao Paolo, Brazil 05323-000

Contact: Marcos Krekovski
Phone: (+55 11) 3716-3713
Fax:
Email: MarcosKrekovski@ttilog.com.br

Canada

Phoenix Int'l Business Logistics, Inc
1201 Corbin Street
Elizabeth, NJ 07201US

Contact: Roger Howell
Phone: 908-355-8900
Fax: 908-355-8883
Email: rhowell@phoenixlogistics.com

China

APT ShowFreight Shanghai
RM 901-2, Modern Plaza Tower 1
369 Xian Xia Road
Shanghai, China 200336

Contact: Shirley Xing
Phone: [86]21 6124 0090
Fax: [86] 21 61240091
Email: shirley.xing@aptshowfreight.com

Denmark

FairExpress GMBH
Grafenheider Strasse 103
33729 Bielefeld/Germany

Contact: Christiane Roelfs
Phone: 49-521-91144-20
Fax: [49] 52-1911-4411
E-mail: christiane.roelfs@fairexpress.de

France

Bollore Logistics
4-6 Rue des Deux Cedres-Zone Cargo 3
35700 Roissy En France

Contact: Laurent Canot
Phone: [33] 1-49-19-1593
Fax: [33] 1-49-19-1591
E-mail: laurent.canot@bollore.com

Germany

FairExpress GMBH
Grafenheider Strasse 103
33729 Bielefeld/Germany

Contact: Christiane Roelfs
Phone: 49-521-91144-20
Fax: [49] 52-1911-4411
E-mail: christiane.roelfs@fairexpress.de

Hong Kong

Hansen Exhibition Forwarding Ltd.
Unit-13,13/F New Commerce Centre
19-Onsum Street, Shatin Hong Kong

Contact: Michael Kun
Phone: 852-2367-2303
Fax: 852-2369-0479
E-mail: michael@hansenhk.com

Italy

O.T.I.M. S.p.A. - Int'l Fairs Dept.
I-20159 Milano - Via Porro
Lambertenghi, 9, Italy

Contact: Chiara Rossolimo Bergamini
Phone: [39]-02 69912255
Fax: [39] - 02 69912231
E-mail: chiara.rossolimo@otim.it

Japan

Nissin Corporation
5.Sanbancho, Chiyoda-ku
Tokyo, 102-8350, Japan

Contact: Exhibition Team
Phone: 81-3-3238-6500
Fax: 81-3-3238-6508
Email: exhibition@nissin-tw.com

Korea

TNL Group
5F Sunghwa Bldg, 154 Donggyo-ro,
Mapo-Gu, Seoul, Korea South

Contact: Steve Shin
Phone: (82) 2 333 9000
Fax: (82) 2 334 9300
Email: steve@tnlgroup.kr

Netherlands

Fairexx Logistics for Exhibitions BV
De Trompet 2650
1967 DD HeenskerkThe Netherlands

Contact: Paul Van Zijl
Phone: 31-251250060
Fax: 31-251250065
E-mail: paul.van-zijl@fairexx.nl

Philippines

Alta Fairs & Exhibits
No. 3 STA. Agueda Ave.
Pascor Drive, Philippines

Contact: Kristine Oracion
Phone: 632 551 4646
Fax: 632 831 3054
E-mail: oracion.kristine@atn.com.ph

Portugal

Ornofe Transitários, Lda.
Via Carlos Mota Pinto, 74 - AU
4470-034 Moreira - Maia, Portugal

Contact: Ricardo Fernandes
Phone: [351]229415015/6
Fax: [351]229415017
E-mail: ricardo.fernandes@ornofe.pt

Singapore

APT Showfreight (S) Pte Ltd
10 Bukit Batok Crescent
#05-05, The Spire, Singapore 658079

Contact: Abdul Ghani
Phone: [65]64998988
Fax: [65]64998989
E-mail: ghani@aptshowfreight.com

Spain

International Trade Shows S.A. (ITS, S.A.)
AVDA. Eduard Corbella, 86-88
Barcelona, E - 08440 Spain

Contact: Cristobal Cascante
Phone: 34 93 8713954
Fax: 34 93 8712211
E-mail: cristobal.cascante@itsfairs.com

Switzerland

BTG Suisse Ltd
Salinenstrasse 61
Pratteln, Switzerland CH-4133

Contact: Dominique Geiser
Phone: 41 61 337 25 73
Fax: 41 61 337 25 79
Email: Dominique.Geiser@btg-suisse.ch

**PIBL's
WORLDWIDE NETWORK OF AGENTS**

Taiwan

Carrier Logistics Corp.
5F., NO.249-1, SEC. 3 Zhong Xiao East Rd
Taipai 10654, Taiwan, R.O.C.

Contact: Vera Yeh
TEL: 886-2-8773 4747
FAX: 886-2-8773 7545
[Email:carrier.tw@msa.hinet.net](mailto:carrier.tw@msa.hinet.net)

Thailand

APT Showfreight (Thailand) Limited
11/24 Rachadapisek Road, Chongnonsee
Yannawa, Bangkok 10120 Thailand

Contact: Hasnai Kongkaew
Tel: +66 (0) 2285 3060 ext 201
Fax: +66 (0) 2285 3068
[E-mail:hasnai@aptshowfreight.com](mailto:hasnai@aptshowfreight.com)

Turkey

Level Uluslararası Lojistik ve Organizasyon Hizmetleri A.S
Yeni Bosna Merkez Mahallesi 29 Ekim Caddesi
Vizyon Park Plazaları Plaza 4, Ofis 507
34197 Bahçelievler - Istanbul

Contact: Tufan Zaman
Phone: 90 212 603 33 35
[E-mail:tufan.zaman@level-logistic.com](mailto:tufan.zaman@level-logistic.com)

United Kingdom

GBH Exhibition Forwarding Ltd,
10 Orgreave Drive
Handsworth - Sheffield
United Kingdom - S13 9 NR

Contact: Mr. Mark Saxton
Phone: [44] 114-269-0641
Fax: [44] 114-269-3624
[E-mail: mark@gbhforwarding.com](mailto:mark@gbhforwarding.com)

Vietnam

APT Showfreight Vietnam Co., Ltd
Unit 301, 3rd Floor, Giay Viet Plaza
180-182 Ly Chinh Thang St, Ward 9, Dist. 3
Ho Chi Minh City, Vietnam.

Contact: Ms. Le Thi Ngoc (Tram)
Phone: (84-8) 62905460
Fax: (84-8) 62905406
[E-mail:Le.Huong@aptshowfreight.com](mailto:Le.Huong@aptshowfreight.com)



Roof Access for Equipment Installation

Name of Show: _____ Exhibiting Company: _____

Contact: _____ Booth #: _____ Exhibit hall: _____

Service Contractor Exhibitor EAC EAC company: _____

Mobile phone: _____ Email: _____

Install Date: _____ Install Time: _____

Removal Date: _____ Removal Time: _____

Description of equipment to be installed:

All equipment placed on the roof must be labeled with the contractor's name, booth number, and show name.

Will you require cabling? Yes No

Cox Business is the exclusive provider of transport services for the LV Convention Center. They can extend or provide cabling from the roof pad to your booth or exhibit area. Please contact them directly for pricing: Lvcc.orders@cox.com or (855) 519-2624

Cox order #: _____

Please complete this form and email it to conventionservices@lvcvva.com for approval.

RULES AND REGULATIONS

- All persons desiring roof access must first obtain authorization and a special roof access pass.
- Persons accessing the roof without a pass will be trespassed.
- Access to the roof areas via lift is restricted to designated areas and must have prior approval from Engineering.
- Fall protection is required for all persons accessing the roof:
 - When on a sloped roof;
 - When within 10 feet of the edge of a flat roof;
 - When within 10 feet of an unprotected skylight; or
 - When otherwise required by OSHA 1926 Subpart M.
- Foot traffic over roof surfaces must be via mats where provided.
- Penetration of the roof surface is prohibited.
- Any items, such as wiring, satellite dishes, etc., placed on the roof for a show, must be placed on designated platforms.
- Individuals blocking or taping open any roof access doors will be trespassed from property.
- **Equipment must be removed during move-out of show.**

Roof access is by appointment only. Roof access times are 7:30 am – 4:30 pm, unless special arrangements are made in advance. Hours may vary due to weather conditions and day light savings time. Once written approval has been given, you will go to the Facility Support Department on the specified installation date to complete the process.



Operations / Customer Safety Department



Like many businesses around the country, the LVCC introduced a **“See Something, Say Something”** campaign several years ago. Since then our building partners, show producers and contractors have helped support the program by sharing the program with their employees.

“See Something, Say Something” is a simple and effective program to raise public awareness of safety/security concerns and to emphasize the importance of reporting suspicious activity to security personnel. There are several ways to contact security:

- ✓ By phone: 24-hour security control center (702) 892-7400.
- ✓ By handheld radio.
- ✓ By text message: Keyword **LVCC** to 78247 with your message and location.
- ✓ To make an anonymous report, please call (702) 943-8130.

Remember, it’s always better to be safe than sorry so please don’t be afraid to make the report. If you see something, do something! Please contact any member of Security for assistance.

Suspicious behaviors may include:

- People entering unauthorized areas.
- An individual who is fixated only on a particular object or location.
- Clothing – loose fitting, large sweatshirt, vest or jacket in hot weather conditions.
- Evasive answers to common questions.
- Attempts to avoid contact with others or to draw attention.

Suspicious objects may include:

- Bags, boxes or other packages left unattended – especially if partially hidden or in unusual locations.
- Exposed wiring, leaks and strange smells.
- Large backpacks, gym bags or luggage weighing more than normal.

If you observe suspicious behaviors or objects:

- DO NOT take direct action
- DO NOT confront the individual
- DO NOT reveal your suspicions
- DO NOT touch or move any suspicious objects
- DO NOT use a cell phone or radio in the direct vicinity
- DO record as many details as possible
- DO contact Security



NATIONAL HARDWARE SHOW : NATIONAL HARDWARE SHOW – Event Security

DATE: October 21, 2021 - October 23, 2021

Address Las Vegas Convention Center, Paradise Road, Las Vegas, NV, USA

Order Online: <https://centurytradeshow.com/event/national-hardware-show/event-security/>

Passcode: NHS2021

1-800-573-5430

Packages (Pre Order by Sep 30, 2021)

	Pre-Order	On-Site
UNARMED MONITOR	\$28.84	\$36.05
ARMED MONITOR	\$58.97	\$66.18

Package	# of personnel	Start Date	End Date	Total Hours

Additional Open Items

Item Name	Price

Sub Total: _____

Total _____

RULES AND REGULATIONS

- All Booth Monitoring personnel must be provided through Century Security.
- Booth Monitoring personnel will remain on duty until released, exhibitor is responsible for any additional charges.
- There is a minimum of five (5) hours per person per shift.
- Armed monitor must be placed a minimum of 24 hours in advance.
- Booth Monitoring orders placed less than 24 hours in advance are not guaranteed.

ADVANCE PAYMENT MUST BE RECEIVED BY (21 DAYS PRIOR TO THE FIRST SHOW DAY) TO QUALIFY FOR DISCOUNT (INCENTIVE RATES). BASE RATES APPLY TO ALL ORDERS/PAYMENTS RECEIVED AFTER 21 DAY DEADLINES. ALL PAYMENTS MUST BE MADE IN FULL BY CHECK OR MONEY ORDER (PAYABLE IN U.S. FUNDS ON U.S. BANKS). VISA, MASTERCARD OR AMERICAN EXPRESS. NO PURCHASE ORDERS ACCEPTED. IF YOU DO NOT RECEIVE CONFIRMATION ON YOUR ORDER FROM CENTURY SECURITY, WE CANNOT GUARANTEE YOUR COVERAGE. PLEASE CONTACT OUR OFFICE AT 407-226-1168 AT LEAST 7 DAYS PRIOR TO EVENT TO REQUEST CONFIRMATION.

BILLING INFORMATION

Booth #*	Exhibitor Name*		
Contact #*	Fax #	Email*	
Address*			
Street Address			
city	State	zip code	
On-Site Contact Person	Contact #		

Payment in Full Must Be Rendered Before Service is Provided

Remit Payment To

Century Security & Event Staffing, Inc.
6421 Pinecastle Blvd. (Suite 1)
Orlando, FL 32809

Method of Payment*

- Company Check or Money Order
- Credit Card

Credit card detail

Card Number: _____

Month: _____

Year: _____

Security Code: _____

Cardholder Name: _____

Authorized Signature: _____

Date: _____

Century Security is not an insurer. Charges are based solely upon the value of services provided for, and are unrelated to the value of the clients operations property or the property of others. The amounts payable by the client are not sufficient to warrant assuming any risk of damage or loss to property due to Century Security's negligence or failure to perform. Century Security, its agents and representatives, will provide all necessary safeguards and shall assume no liability for life, accident, theft of property, damage to property or any other loss due to factors beyond our control. The client, by signing this agreement, holds Century Security harmless for any and all losses and agrees to have in effect at the time of signing this agreement insurance to cover all product, and personnel damages and any claims arising from engaging in business as an exhibitor. Century Security will send out final invoices within ten (10) days after the close of the event.



NATIONAL HARDWARE SHOW : NATIONAL HARDWARE SHOW – Event Surveillance

DATE: October 21, 2021 - October 23, 2021

Address Las Vegas Convention Center, Paradise Road, Las Vegas, NV, USA

Order Online: <https://centurytradeshow.com/event/national-hardware-show/event-surveillance/>

Passcode: NHS2021

1-800-573-5430

Century Security, is offering CCTV (Closed Circuit Television) systems to the exhibitors for this event, for use in their booth or meeting room space. These CCTV systems are offered in conjunction with either armed or unarmed security officers for use during the event. The pricing for these systems includes installation/dismantle, the number of digital cameras by package, DVR (Digital Video Recorder), 24 hour real-time digital recording and monitors. Each systems has the capability of writing the video to USB drive, but is only completed if an incident occurs at the booth. We advise you to contact your insurance company prior to completing your order to ensure you have met their requirements. For orders placed in advance of the move in of the show, the CCTV system rented will be set the day prior to the event, at which time the recording will begin, recording will stop when the unit is removed from the booth on the evening the event closes. Additional cameras are also available as rentals, but please keep in mind an additional DVR will be needed for every 8 cameras. Orders placed less than 72 hours in advance are not guaranteed.

CCTV System Packages

CCTV System Packages	Prices Expire On				Quantity
	2021-09-30	2021-10-07	2021-10-14	2021-10-18	
(CCTV) System w/2 Cameras	\$ 950.00	\$ 1325.00	\$ 1375.00	\$ 1425.00	_____
(CCTV) System w/4 Cameras	\$ 1150.00	\$ 1625.00	\$ 1675.00	\$ 1725.00	_____
(CCTV) System w/8 Cameras	\$ 1550.00	\$ 2225.00	\$ 2275.00	\$ 2325.00	_____
Additional Cameras	\$ 200.00	\$ 250.00	\$ 300.00	\$ 350.00	_____

Add-On Packages

Cameras placed higher than 8ft	\$75 per camera	_____
Onsite Camera Placement Change (1 hour Minimum)	\$125 per hour	_____
Order Footage (USB Drive)	\$150 per DVR	_____

All orders must be submitted with a diagram clearly detailing the booth space. Please include furniture placement, display cabinets, tables, safes and your desired camera placement. Please be sure to make us aware of a particular area you would like to capture if needed. Additional fees will apply to camera placement changes onsite. In addition, all exhibitors are to order 24hr electric services through the venue for all camera orders.

Additional Open Items

Item Name	Price
_____	_____
_____	_____

Sub Total: _____

Total _____

BILLING INFORMATION

Booth #*	Exhibitor Name*		
Contact #*	Fax #	Email*	
Address*			
Street Address	City	State	zip code
On-Site Contact Person	Contact #		

Remit Payment To

Century Security & Event Staffing, Inc. 6421 Pinecastle Blvd. (Suite 1) Orlando, FL 32809	Method of Payment* <input type="radio"/> Company Check or Money Order <input type="radio"/> Credit Card	Payment in Full Must be Rendered Before Service is Provided. ALL PAYMENTS ARE TO BE MADE IN FULL BY CHECK, MONEY ORDER (PAYABLE IN U.S. FUNDS ON U.S. BANKS), VISA/MASTERCARD, AMERICAN EXPRESS.
Credit card detail		
Card Number:		
Month:	Year:	Security Code:
Cardholder Name:		

Additional Onsite Charges

Cameras placed higher than 8ft	\$75 per camera	_____
Onsite Camera Placement Change (1 hour Minimum)	\$125 per hour	_____
Order Footage (USB Drive)	\$150 per DVR	_____
Grand Total		_____

signature _____ Date _____ Method of Payment Cash Credit Card Card on File

Century Security is the exclusive CCTV provider for this event. Century Security is not an insurer. Charges are based solely upon the value of services provided for, and are unrelated to the value of the clients' operations property or the property of others. The amounts payable by the client are not sufficient to warrant assuming any risk of damage or loss to property due to Century Security's negligence or failure to perform. Century Security, its agents and representatives, will provide all necessary safeguards and shall assume no liability for life, accident, theft of property, damage to property or any other loss due to factors beyond our control.

Event Name: National Hardware Show 2021
Event Start Date: October 21, 2021
Event End Date: October 23, 2021
Booth/Room #:
On-Site Contact:
Cell #:
On-Site Contact Email Address:

Company Name:		
Billing Name:		
Billing Address:		
City:	State:	Zip:
Country:		
Phone #:		
Billing Contact Email Address:		

Cox Business has a full list of products beyond the internet drop services listed below. Please contact us to discuss any additional needs you may have.

**20% Early Ordering Discount - Final order and payment must be received 30 days prior to the listed event start date.
A 20% Expedite Fee will be applied to any order placed 72 hours or less before the listed event start date.**

Internet/Network Services

Shared Bandwidth DATA Services - routers, servers and NAT devices are not allowed on shared bandwidth data products
(Shared Bandwidth is shared with other Internet users within the Las Vegas Convention Center)

Service Description	Price	Quantity
Business Professional: Up to 20 Mbps Single drop with 1 private (NAT) IP address. Order up to 20 total IP addresses. Best shared connection that is shared with other customers.	\$1,495.00	<input type="checkbox"/>
Business Select: Up to 10 Mbps Single drop with 1 private (NAT) IP address. Order up to 10 total IP addresses. Up to 10 Mbps connection that is shared with other customers.	\$995.00	<input type="checkbox"/>
Business Starter: Up to 3 Mbps Single drop with 1 private (NAT) IP address. Order up to 3 total IP addresses. Basic connection that is shared with other customers.	\$745.00	<input type="checkbox"/>

Dedicated Bandwidth Services (Dedicated Bandwidth, NOT SHARED)

High Bandwidth Internet speeds from 300 Mbps up to 10 Gbps are available	Call for pricing	<input type="checkbox"/>
Business Professional Plus: 200 Mbps Single drop with 3 public IP addresses. Order up to 20 total IP addresses. Dedicated connection, NOT SHARED.	\$60,000.00	<input type="checkbox"/>
Business Professional Plus: 100 Mbps Single drop with 3 public IP addresses. Order up to 20 total IP addresses. Dedicated connection, NOT SHARED.	\$42,000.00	<input type="checkbox"/>
Business Professional Plus: 50 Mbps Single drop with 3 public IP addresses. Order up to 20 total IP addresses. Dedicated connection, NOT SHARED.	\$26,500.00	<input type="checkbox"/>
Business Professional Plus: 25 Mbps Single drop with 3 public IP addresses. Order up to 20 total IP addresses. Dedicated connection, NOT SHARED, best option for large data transfers, video uploads and downloads.	\$14,300.00	<input type="checkbox"/>
Business Select Plus: 10 Mbps Single drop with 3 public IP addresses. Order up to 10 total IP addresses. Dedicated connection, NOT SHARED, good for robust browsing, video and audio streaming.	\$6,100.00	<input type="checkbox"/>
Business Starter Plus: 3 Mbps Single drop with 3 public IP addresses. No additional IP addresses allowed. Dedicated connection, NOT SHARED, good for robust web browsing.	\$3,500.00	<input type="checkbox"/>

Additional Products and Services

Patch cables - Ethernet Cat 5 Cable	\$80.00 each	<input type="checkbox"/>
Switch rental - Up to 24 port (10/100 unmanaged)	\$220.00 each	<input type="checkbox"/>
Additional IP address	\$164.00 each	<input type="checkbox"/>
Additional Locations - Additional drop for dedicated bandwidth products only.	\$795.00 each	<input type="checkbox"/>
Labor/Floor work - The 20% early ordering discount does not apply.	\$75.00/hour	<input type="checkbox"/>
Outside Distance Fee	\$500.00	<input type="checkbox"/>

To maximize your Wi-Fi experience Cox Business utilizes 802.11ac network standard, the latest in Wi-Fi 5GHz technology. Please ensure your device(s) is compatible.

Total: _____

Booth Diagram Information - Internet

Please indicate on the grid, the location of your Internet drop(s).
If no location is indicated, Internet drop will be placed in the middle back of the booth.

This booth diagram or a detailed floor plan must be submitted with your order

Adjacent Booth # _____

Adjacent Booth # _____

Adjacent Booth # _____

Adjacent Booth # _____

TERMS AND CONDITIONS OF SERVICE

1. Service and Installation Cox Communications Las Vegas, Inc. d/b/a Cox Business ("Cox"), shall provide Customer with certain services ("Services") and equipment ("Equipment") as described on the first page for the use of Customer and Customer's agents, independent contractors and guests attending or participating in an event hosted by Customer ("Customer's Guest"). Customer understands that Cox is the exclusive provider of all Voice, Data and Video services at the Las Vegas Convention Center and Cashman Center (collectively, the "Facility"). Furthermore, Cox is the exclusive provider at the Facility of all floor work associated with the extension of telecommunications and networking services, including, without limitation, coax, fiber or any cabling that transmits voice, data or video. Customer shall be responsible for the acts of Customer's Guests in connection with the Services as if such acts were performed by Customer. Except to the extent caused by Cox, a Cox agent or subcontractor, Customer shall be responsible for damage to any Equipment provided hereunder. Neither Customer nor any Customer Guest may use the Services in any manner that interferes with or impairs any Cox network, whether wired or wireless, Equipment or facilities. The Equipment may be used only for the purpose of receiving the Services. For Cox Internet services, bandwidth speed options may vary. Customer acknowledges and agrees that Customer and Customer's Guests may not always receive or obtain optimal bandwidth speeds and Cox network management needs may require Cox to modify upstream and downstream speeds.

2. Service Date and Term This Agreement shall be effective upon execution by the parties. Services shall be provided beginning on the Event Start Date and ending on the Event End Date, as described on the first page of this Agreement. Cox shall use reasonable efforts to make the Services available by the Event Start Date; provided, however, that Cox shall not be liable for any damages whatsoever resulting from delays in meeting any service dates due to delays beyond its reasonable control.

3. Customer Responsibilities Customer shall ensure that Customer and Customer's Guests use the Services in compliance with all applicable laws and ordinances, as well as applicable leases and other contractual agreements between Customer and third parties. If Customer is purchasing access codes enabling Customer or Customer's Guests to access the Internet, such individuals will be required to agree to the terms of a Cox end user license agreement before accessing the Internet. If Customer is purchasing bandwidth and itself controlling access to the Internet, Customer agrees to require all individuals accessing the Internet to agree to the terms of an end user license agreement reasonably acceptable to Cox. Customer is responsible for ensuring that all Customer and Customer Guest equipment is compatible for the Services selected and with the Cox network.

4. Equipment Unless otherwise provided herein, Customer agrees that Cox shall retain all rights, title and interest to facilities and Equipment installed by Cox hereunder and that Customer shall not create or permit to be created any liens or encumbrances on such Equipment. Cox shall install Equipment necessary to furnish the Services to Customer. Customer shall not modify or relocate Equipment installed by Cox without the prior written consent of Cox. Customer shall not permit tampering, altering or repair of the Equipment by any person other than Cox's authorized personnel. For Cox-owned Equipment, Customer shall, at the expiration or termination of this Agreement, return the Equipment in good condition, ordinary wear and tear resulting from proper use excepted. In the event the Equipment is not returned to Cox in good condition, Customer shall be responsible for the value of such Equipment as provided on the first page of this Agreement, or if no such value is provided, for the replacement cost of such Equipment. Cox shall repair any Equipment owned by Cox at no charge to Customer provided that damage is not due to the negligence or intentional misconduct of Customer. If additional equipment not listed on the first page of this Agreement, including but not limited to, televisions, monitors, computers, circuits, software or other devices, are required by Customer to use the Services, Customer shall be responsible for such equipment.

5. Resale of Service Neither Customer nor any Customer Guest may resell any portion of the Services to any other party.

6. Default If Customer or any Customer Guest fails to comply with any material provision of this Agreement, including, but not limited to failure to make payment as specified, then Cox, at its sole option, may elect to pursue one or more of the following courses of action upon proper notice to Customer as required by applicable law: (i) terminate service whereupon all sums then due and payable shall become immediately due and payable, (ii) suspend all or any part of Services, and/or (iii) pursue any other remedies, including reasonable attorneys' fees, as may be provided at law or in equity, including the applicable termination liabilities.

7. Termination Cox reserves the right to require Customer to pay an early termination fee equal to 10% of the Cox services ordered, if Customer cancels an order after the order is placed, but before the installation date. No refunds will be provided to orders which are canceled after they have been installed. Wireless devices not authorized by Cox are prohibited. Use of any device that interferes with Cox's network is prohibited. If there is signal interference, Cox may terminate this Agreement if Cox cannot resolve the interference by using commercially reasonable efforts. If Cox loses its right to sell Services at the Facility, Cox may assign this Agreement to a third party or terminate this Agreement by providing written notice to Customer and by refunding all prepaid amounts to Customer.

8. LIMITATION OF LIABILITY COX SHALL NOT BE LIABLE FOR DAMAGES FOR FAILURE TO FURNISH OR INTERRUPTION OF ANY SERVICES, NOR SHALL COX BE RESPONSIBLE FOR FAILURE OR ERRORS IN SIGNAL TRANSMISSION, LOST DATA, FILES OR SOFTWARE DAMAGE REGARDLESS OF THE CAUSE. COX SHALL NOT BE LIABLE FOR DAMAGE TO PROPERTY OR FOR INJURY TO ANY PERSON ARISING FROM THE INSTALLATION OR REMOVAL OF EQUIPMENT UNLESS CAUSED BY THE NEGLIGENCE OF COX. UNDER NO CIRCUMSTANCES WILL COX BE LIABLE FOR ANY INDIRECT, INCIDENTAL, PUNITIVE, SPECIAL OR CONSEQUENTIAL DAMAGES INCLUDING LOST PROFITS ARISING FROM THIS AGREEMENT. COX'S MAXIMUM LIABILITY TO CUSTOMER ARISING UNDER THIS AGREEMENT SHALL BE THE LESSER OF \$5,000.00 OR THE AMOUNT ACTUALLY PAID BY CUSTOMER FOR SERVICES HEREUNDER.

9. Assignment Customer may not assign, in whole or in part, this Agreement without the prior written consent of Cox, which consent may be withheld in Cox's discretion. Cox may assign this Agreement and Service may be provided by one or more legally authorized Cox affiliates.

10. WARRANTIES EXCEPT AS PROVIDED HEREIN, THERE ARE NO AGREEMENTS, WARRANTIES OR REPRESENTATIONS, EXPRESS OR IMPLIED, EITHER IN FACT OR BY OPERATION OF LAW, STATUTORY OR OTHERWISE, INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, RELATING TO THE SERVICES. SERVICES PROVIDED ARE A BEST EFFORTS SERVICE AND COX DOES NOT WARRANT THAT THE SERVICES, EQUIPMENT OR SOFTWARE SHALL BE ERROR-FREE OR WITHOUT INTERRUPTION. COX MAKES NO WARRANTY AS TO TRANSMISSION OR UPSTREAM OR DOWNSTREAM SPEEDS OF THE NETWORK.

11. INDEMNITY Customer shall indemnify and hold Cox and its respective affiliates, subcontractors, employees and agents harmless (including payment of reasonable attorney's fees) from and against any claims, actions or demands relating to or arising out of Customer's or Customer's Guests use of the Service including without limitation (i) any content or software displayed, distributed or otherwise disseminated by Customer, its employees, or Customer's Guests or (ii) any malicious act or act in violation of any laws committed by Customer, its employees or Customer's Guests.

12. Viruses, Content, Customer Information Software or content obtained from the use of Service may contain viruses or other harmful features and Customer is solely responsible for protecting Customer and Customer's guests' networks, equipment and software through the use of firewalls, anti-virus, and other security devices. Through the use of the Service, Customer may obtain or discover content that is offensive or illegal and Customer assumes the risk and is solely responsible for its access to such content. Cox may disclose Customer information to law enforcement or to any Cox affiliate. Cox may delete any Internet traffic or e-mail that contains a virus. If Customer operates a wireless local access network in connection with the Services, Customer is solely responsible for the security of its network.

13. Public Performance If Customer engages in a public performance of any copyrighted material through use of the Services provided under this Agreement, the Customer, and not Cox, shall be responsible for obtaining any public performing licenses. Any Video Service that Cox provides under this Agreement does not include a public performance license.

14. Regulatory Authority-Force Majeure This Agreement and the obligations of the parties shall be subject to modification to comply with all applicable laws, regulations, court rulings, and administrative orders, as amended. In no event shall either party have any claim against the other for failure of performance if such failure is caused by acts of God, natural disasters including fire, flood, or winds, civil or military action, including riots, civil insurrections or acts of terrorists or the taking of property by condemnation.

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Event Name: **National Hardware Show 2021**

Event Start Date: October 21, 2021

Event End Date: October 23, 2021

Booth/Room #:

On-Site Contact:

Cell #:

On-Site Contact Email Address:

Company Name:

Billing Name:

Billing Address:

City: State: Zip:

Country:

Phone #:

Billing Contact Email Address:

Cox Business has a full list of products beyond the internet drop services listed below. Please contact us to discuss any additional needs you may have.

**20% Early Ordering Discount - Final order and payment must be received 30 days prior to the listed event start date.
A 20% Expedite Fee will be applied to any order placed 72 hours or less before the listed event start date.**

Voice Services

Phone System Services (Dial "9" for outside call)	Price	Quantity
Single Line (no phone set)	\$345.00	<input type="checkbox"/>
Single Line with phone set (Long distance rates will apply)	\$345.00	<input type="checkbox"/>
Multi-Line: One line with one roll-over line and handset	\$490.00	<input type="checkbox"/>
Phone System Services (Direct Dial)		
Single Line no features	\$490.00	<input type="checkbox"/>
Single Line with Feature Package, Voicemail and Unlimited Domestic LD	\$500.00	<input type="checkbox"/>
Single Line with Polycom Speakerphone	\$550.00	<input type="checkbox"/>
Demarc Extension Services		
Dry Pair Demarc Extension (non-DSL)	\$250.00	<input type="checkbox"/>
ISDN BRI circuit extension from Demarc to Booth	\$500.00	<input type="checkbox"/>

Video Services

Digital or HDTV Service (All channels, excluding Premium and International)	Price	Quantity
Entire Show (First outlet only, up to 5 days)	\$525.00	<input type="checkbox"/>
Additional Digital/HD Outlets (2 or more)	\$330.00 each	<input type="checkbox"/>
Additional Analog Outlets (2 or more)	\$140.00 each	<input type="checkbox"/>

Additional Services

Labor/Floor work The 20% early ordering discount does not apply.	\$75.00/hr	<input type="checkbox"/>
Voice Services Distance Fee	\$100.00	<input type="checkbox"/>
Video Services Distance Fee	\$500.00	<input type="checkbox"/>

Total: _____

Booth Diagram Information - Voice and Video

Please indicate on the grid, the location of your Voice and Video drop(s).
If no location is indicated, Voice and Video drop(s) will be placed in the middle back of the booth.

This booth diagram or a detailed floor plan must be submitted with your order

Adjacent Booth # _____

Adjacent Booth # _____

Adjacent Booth # _____

Adjacent Booth # _____

TERMS AND CONDITIONS OF SERVICE

1. Service and Installation Cox Communications Las Vegas, Inc. d/b/a Cox Business ("Cox"), shall provide Customer with certain services ("Services") and equipment ("Equipment") as described on the first page for the use of Customer and Customer's agents, independent contractors and guests attending or participating in an event hosted by Customer ("Customer's Guest"). Customer understands that Cox is the exclusive provider of all Voice, Data and Video services at the Las Vegas Convention Center and Cashman Center (collectively, the "Facility"). Furthermore, Cox is the exclusive provider at the Facility of all floor work associated with the extension of telecommunications and networking services, including, without limitation, coax, fiber or any cabling that transmits voice, data or video. Customer shall be responsible for the acts of Customer's Guests in connection with the Services as if such acts were performed by Customer. Except to the extent caused by Cox, a Cox agent or subcontractor, Customer shall be responsible for damage to any Equipment provided hereunder. Neither Customer nor any Customer Guest may use the Services in any manner that interferes with or impairs any Cox network, whether wired or wireless, Equipment or facilities. The Equipment may be used only for the purpose of receiving the Services. For Cox Internet services, bandwidth speed options may vary. Customer acknowledges and agrees that Customer and Customer's Guests may not always receive or obtain optimal bandwidth speeds and Cox network management needs may require Cox to modify upstream and downstream speeds.

2. Service Date and Term This Agreement shall be effective upon execution by the parties. Services shall be provided beginning on the Event Start Date and ending on the Event End Date, as described on the first page of this Agreement. Cox shall use reasonable efforts to make the Services available by the Event Start Date; provided, however, that Cox shall not be liable for any damages whatsoever resulting from delays in meeting any service dates due to delays beyond its reasonable control.

3. Customer Responsibilities Customer shall ensure that Customer and Customer's Guests use the Services in compliance with all applicable laws and ordinances, as well as applicable leases and other contractual agreements between Customer and third parties. If Customer is purchasing access codes enabling Customer or Customer's Guests to access the Internet, such individuals will be required to agree to the terms of a Cox end user license agreement before accessing the Internet. If Customer is purchasing bandwidth and itself controlling access to the Internet, Customer agrees to require all individuals accessing the Internet to agree to the terms of an end user license agreement reasonably acceptable to Cox. Customer is responsible for ensuring that all Customer and Customer Guest equipment is compatible for the Services selected and with the Cox network.

4. Equipment Unless otherwise provided herein, Customer agrees that Cox shall retain all rights, title and interest to facilities and Equipment installed by Cox hereunder and that Customer shall not create or permit to be created any liens or encumbrances on such Equipment. Cox shall install Equipment necessary to furnish the Services to Customer. Customer shall not modify or relocate Equipment installed by Cox without the prior written consent of Cox. Customer shall not permit tampering, altering or repair of the Equipment by any person other than Cox's authorized personnel. For Cox-owned Equipment, Customer shall, at the expiration or termination of this Agreement, return the Equipment in good condition, ordinary wear and tear resulting from proper use excepted. In the event the Equipment is not returned to Cox in good condition, Customer shall be responsible for the value of such Equipment as provided on the first page of this Agreement, or if no such value is provided, for the replacement cost of such Equipment. Cox shall repair any Equipment owned by Cox at no charge to Customer provided that damage is not due to the negligence or intentional misconduct of Customer. If additional equipment not listed on the first page of this Agreement, including but not limited to, televisions, monitors, computers, circuits, software or other devices, are required by Customer to use the Services, Customer shall be responsible for such equipment.

5. Resale of Service Neither Customer nor any Customer Guest may resell any portion of the Services to any other party.

6. Default If Customer or any Customer Guest fails to comply with any material provision of this Agreement, including, but not limited to failure to make payment as specified, then Cox, at its sole option, may elect to pursue one or more of the following courses of action upon proper notice to Customer as required by applicable law: (i) terminate service whereupon all sums then due and payable shall become immediately due and payable, (ii) suspend all or any part of Services, and/or (iii) pursue any other remedies, including reasonable attorneys' fees, as may be provided at law or in equity, including the applicable termination liabilities.

7. Termination Cox reserves the right to require Customer to pay an early termination fee equal to 10% of the Cox services ordered, if Customer cancels an order after the order is placed, but before the installation date. No refunds will be provided to orders which are canceled after they have been installed. Wireless devices not authorized by Cox are prohibited. Use of any device that interferes with Cox's network is prohibited. If there is signal interference, Cox may terminate this Agreement if Cox cannot resolve the interference by using commercially reasonable efforts. If Cox loses its right to sell Services at the Facility, Cox may assign this Agreement to a third party or terminate this Agreement by providing written notice to Customer and by refunding all prepaid amounts to Customer.

8. LIMITATION OF LIABILITY COX SHALL NOT BE LIABLE FOR DAMAGES FOR FAILURE TO FURNISH OR INTERRUPTION OF ANY SERVICES, NOR SHALL COX BE RESPONSIBLE FOR FAILURE OR ERRORS IN SIGNAL TRANSMISSION, LOST DATA, FILES OR SOFTWARE DAMAGE REGARDLESS OF THE CAUSE. COX SHALL NOT BE LIABLE FOR DAMAGE TO PROPERTY OR FOR INJURY TO ANY PERSON ARISING FROM THE INSTALLATION OR REMOVAL OF EQUIPMENT UNLESS CAUSED BY THE NEGLIGENCE OF COX. UNDER NO CIRCUMSTANCES WILL COX BE LIABLE FOR ANY INDIRECT, INCIDENTAL, PUNITIVE, SPECIAL OR CONSEQUENTIAL DAMAGES INCLUDING LOST PROFITS ARISING FROM THIS AGREEMENT. COX'S MAXIMUM LIABILITY TO CUSTOMER ARISING UNDER THIS AGREEMENT SHALL BE THE LESSER OF \$5,000.00 OR THE AMOUNT ACTUALLY PAID BY CUSTOMER FOR SERVICES HEREUNDER.

9. Assignment Customer may not assign, in whole or in part, this Agreement without the prior written consent of Cox, which consent may be withheld in Cox's discretion. Cox may assign this Agreement and Service may be provided by one or more legally authorized Cox affiliates.

10. WARRANTIES EXCEPT AS PROVIDED HEREIN, THERE ARE NO AGREEMENTS, WARRANTIES OR REPRESENTATIONS, EXPRESS OR IMPLIED, EITHER IN FACT OR BY OPERATION OF LAW, STATUTORY OR OTHERWISE, INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, RELATING TO THE SERVICES. SERVICES PROVIDED ARE A BEST EFFORTS SERVICE AND COX DOES NOT WARRANT THAT THE SERVICES, EQUIPMENT OR SOFTWARE SHALL BE ERROR-FREE OR WITHOUT INTERRUPTION. COX MAKES NO WARRANTY AS TO TRANSMISSION OR UPSTREAM OR DOWNSTREAM SPEEDS OF THE NETWORK.

11. INDEMNITY Customer shall indemnify and hold Cox and its respective affiliates, subcontractors, employees and agents harmless (including payment of reasonable attorney's fees) from and against any claims, actions or demands relating to or arising out of Customer's or Customer's Guests use of the Service including without limitation (i) any content or software displayed, distributed or otherwise disseminated by Customer, its employees, or Customer's Guests or (ii) any malicious act or act in violation of any laws committed by Customer, its employees or Customer's Guests.

12. Viruses, Content, Customer Information Software or content obtained from the use of Service may contain viruses or other harmful features and Customer is solely responsible for protecting Customer and Customer's guests' networks, equipment and software through the use of firewalls, anti-virus, and other security devices. Through the use of the Service, Customer may obtain or discover content that is offensive or illegal and Customer assumes the risk and is solely responsible for its access to such content. Cox may disclose Customer information to law enforcement or to any Cox affiliate. Cox may delete any Internet traffic or e-mail that contains a virus. If Customer operates a wireless local access network in connection with the Services, Customer is solely responsible for the security of its network.

13. Public Performance If Customer engages in a public performance of any copyrighted material through use of the Services provided under this Agreement, the Customer, and not Cox, shall be responsible for obtaining any public performing licenses. Any Video Service that Cox provides under this Agreement does not include a public performance license.

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Event Name: National Hardware Show 2021
Event Start Date: October 21, 2021
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Booth/Room #:
On-Site Contact:
Cell #:
On-Site Contact Email Address:

Company Name:		
Billing Name:		
Billing Address:		
City:	State:	Zip:
Country:		
Phone #:		
Billing Contact Email Address:		

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A 20% Expedite Fee will be applied to any order placed 72 hours or less before the listed event start date.**

Wi-Fi Hotspots

Service will be available a day before the event through a day after the event in one specific area serviced by one Wi-Fi access point.

	3.0 Mbps/Price	Quantity	5.0 Mbps/Price	Quantity
Wi-Fi Hotspot: Up to 10 Users	\$2,200.00	<input type="checkbox"/>	\$2,800.00	<input type="checkbox"/>
Wi-Fi Hotspot: Up to 25 Users	\$3,200.00	<input type="checkbox"/>	\$4,000.00	<input type="checkbox"/>
Wi-Fi Hotspot: Up to 50 Users	\$4,500.00	<input type="checkbox"/>	\$5,500.00	<input type="checkbox"/>
Wi-Fi Hotspot: Up to 100 Users*	\$6,800.00	<input type="checkbox"/>	\$8,500.00	<input type="checkbox"/>
*Additional block of 50 Users (Available only with Wi-Fi Hotspot of 100 Users)	\$3,000.00	<input type="checkbox"/>	\$3,750.00	<input type="checkbox"/>
Splash Page with sponsor logo (Splash page template provided by Cox Business)	\$2,500.00	<input type="checkbox"/>	\$2,500.00	<input type="checkbox"/>
Redirect Landing Page (Customer specific URL)	\$2,500.00	<input type="checkbox"/>	\$2,500.00	<input type="checkbox"/>
Total:			Total:	

Additional Services

Labor/Floor work The 20% early ordering discount does not apply.	\$75.00/hr	<input type="checkbox"/>
Outside Distance Fee	\$500.00	<input type="checkbox"/>

To maximize your Wi-Fi experience Cox Business utilizes 802.11ac network standard, the latest in Wi-Fi 5GHz technology. Please ensure your device(s) is compatible.

Total: _____

Customer SSID and Password

Customer SSID

Customer Password (WPA2 Key) - minimum 8 characters and case sensitive.

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12. Viruses, Content, Customer Information Software or content obtained from the use of Service may contain viruses or other harmful features and Customer is solely responsible for protecting Customer and Customer's guests' networks, equipment and software through the use of firewalls, anti-virus, and other security devices. Through the use of the Service, Customer may obtain or discover content that is offensive or illegal and Customer assumes the risk and is solely responsible for its access to such content. Cox may disclose Customer information to law enforcement or to any Cox affiliate. Cox may delete any Internet traffic or e-mail that contains a virus. If Customer operates a wireless local access network in connection with the Services, Customer is solely responsible for the security of its network.

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