

Concierge Elite

Download the Concierge Elite app from the Apple App Store, Android Google Play or Windows App Store (search for Concierge Elite) or visit www.freemanco.com/solutions/mobile to learn more. This will give you the ability to:

- Submit requests for service.
- View previous & current orders.
- Sign up for freight notifications.
- Request shipping labels
- Receive empty return notifications
- Express checkout of the show

For a short demo of Concierge Elite, go to www.freemanco.com/cedemo to view its many features.

SERVICE INFORMATION

BOOTH EQUIPMENT

Electrical service is not included but to accommodate possible power requirements, electrical outlets will be installed in every inline booth. An audit will be conducted by electricians and onsite charges will apply if the electrical service is utilized without an order on file.

EXHIBIT HALL CARPET

The exhibit area is NOT carpeted; however, the aisles will be carpeted in red.

Exhibitors are required to carpet their booth area. Rental Carpet is available through Freeman. Please refer to the Carpet Brochure and Order Form.

DISCOUNT PRICE DEADLINE DATE

Order early to take advantage of advance order discount rates, place your order by Wednesday, August 27, 2014.

SHOW SCHEDULE

EXHIBITOR MOVE-IN

For more information and helpful hints on preshow procedures and move-in, please go to www.freemanco.com/preshowFAQ.

Thursday	September 18	10:00 a.m. - 5:00 p.m.
Friday	September 19	8:00 a.m. - 5:00 p.m.
Saturday	September 20	8:00 a.m. - 5:00 p.m.

Please Note: Overtime rates will apply after 4:30 p.m. during move-in on Thursday, September 18, 2014 and Friday, September 19, 2014. Overtime rates will apply during move-in on Saturday, September 20, 2014.

All exhibits must be fully installed by 5:00 p.m. on Saturday, September 20, 2014.

EXHIBIT HOURS

Sunday	September 21	10:00 a.m. - 8:30 p.m.
Monday	September 22	8:30 a.m. - 6:30 p.m.
Tuesday	September 23	8:30 a.m. - 8:30 p.m.

EXHIBITOR MOVE-OUT

For more information and helpful hints on postshow procedures and move-out, please go to www.freemanco.com/postshowFAQ.

Tuesday	September 23	9:00 p.m. - 11:59 p.m.
Wednesday	September 24	6:00 a.m. - 12:00 p.m.

Please Note: Overtime rates will apply prior to 8:00 a.m. during move-out on Wednesday, September 24, 2014.

SERVICE CENTER HOURS

We will have staff available at show site at the Exhibitor Services Center as follows:

Thursday	September 18	10:00 a.m. - 5:00 p.m.
Friday	September 19	8:00 a.m. - 5:00 p.m.
Saturday	September 20	8:00 a.m. - 5:00 p.m.
Sunday	September 21	8:00 a.m. - 5:00 p.m.
Monday	September 22	8:00 a.m. - 5:00 p.m.
Tuesday	September 23	8:00 a.m. - 10:00 p.m.
Wednesday	September 24	8:00 a.m. - 12:00 p.m.

DISMANTLE AND MOVE-OUT INFORMATION

- Freeman will begin returning empty crates as soon as the aisle carpeting is removed from the exhibit floor.
- All exhibitor materials must be removed from the exhibit facility by **12:00 p.m. on Wednesday, September 24, 2014.**
- To ensure all exhibitor materials are removed from the exhibit facility by the Exhibitor Move-out deadline, please have all carriers check-in by **8:00 a.m. on Wednesday, September 24, 2014.**

POST SHOW PAPERWORK AND LABELS

Our Exhibitor Services Department will gladly prepare your outbound Material Handling Agreement and Labels in advance. Complete the Outbound Shipping 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 shipping your exhibit at the close of the show.

SERVICE CONTRACTOR CONTACTS / INFORMATION:

FREEMAN

5040 West Roosevelt Road
Chicago, Illinois 60644-1436
+1 (773) 473-7080 • Fax +1 (469) 621-5603
Email: FreemanChicagoES@freemanco.com

FREEMAN EXHIBIT TRANSPORTATION

+1 (800) 995-3579 Toll Free US & Canada
Fax +1 (469) 621-5810
+1 (817) 607-5100 Local & International

Call Center Hours:

Monday - Friday
7:00 a.m. - 7:00 p.m. CST
2:00 p.m. - 2:00 a.m. GMT
Saturday
8:00 a.m. - 5:00 p.m. CST
3:00 p.m. - 12:00 a.m. GMT

FREEMAN ONLINE®

Order early to take advantage of advance order discount rates, place your order by Wednesday, August 27, 2014.

Our Internet online ordering service, Freeman OnLine®, is available for your convenience to order all Freeman Services, view show schedule, or print order forms. Once your show is available online you will receive an email which includes a direct link to Freeman OnLine®.

To place online orders you will be required to enter your unique Login ID and Password. If this is your first time to use Freeman OnLine®, click on the "Login" link in the top right corner to create a new account. To access Freeman OnLine® without using the email link, visit www.freemanco.com/store and click on the "Login" link in the top right corner. If you need assistance with Freeman OnLine® please call our Customer Support Center at (1-888-508-5054).

SHIPPING INFORMATION

Warehouse shipping address:**WORLD ROUTES 2014****Exhibiting Company Name****Booth # _____****c/o FREEMAN****2500 West 35th Street****Chicago, IL 60632**

Freeman will accept crated, boxed or skidded materials beginning **Tuesday, August 19, 2014** at the above address. Materials arriving after **Wednesday, September 10, 2014** will be received at the warehouse with an additional after deadline charge.

Warehouse receiving hours are 8:00 a.m. to 3:30 p.m. Monday through Friday.

Please Note: The warehouse will be closed Monday, September 1, 2014 in observance of the holiday.

Show site shipping address:**WORLD ROUTES 2014****Exhibiting Company Name****Booth # _____****c/o FREEMAN****McCormick Place****2301 S. Indiana Avenue****Chicago, IL 60616**

NOTE: All trucks should check-in at the McCormick Place Marshalling Yard on 31st Street (See enclosed map.)

Freeman will receive shipments at the above address beginning at **10:00 a.m. on Thursday, September 18, 2014**. Shipments arriving before this date may be refused by the facility. Any charges incurred for early freight accepted by the facility will be the responsibility of the exhibitor.

Please Note: All items and materials that must be brought into the facility may be subject to Material Handling Charges and are the responsibility of the Exhibitor. This also applies to items not ordered through the Official Show Vendors.

MARSHALLING YARD

McCormick Place requires payment of a fee of \$21.00 for all trucks to enter the McCormick Place Marshalling Yard. This fee must be paid by the driver at the entrance to the Marshalling Yard, which is staffed by McCormick Place Security personnel. The fee can be paid in cash or with a major credit card. Checks or debit cards cannot be accepted and this fee cannot be paid in advance. Please be sure to alert your non-courier freight transportation provider. Fee subject to change. Call (312) 808-3161 with any questions or for directions.

LABOR INFORMATION

If utilizing Freeman labor, please refer to the appropriate order form to place your order for Labor. Exhibitors will need to pick up and release their labor at the Service Desk. Straight Time, Overtime and Double Time Labor invoicing will be in compliance with MPEA Legislation. Refer to the Labor Jurisdictions form for additional information.

CLEANING SERVICE

FREEMAN is the exclusive contractor. No other cleaning service, including exhibitor-appointed contractors or installation and dismantle companies, will be allowed to perform this service.

ASSISTANCE

We want you to have a successful show. If we can be of assistance, please call our Exhibitor Services Department at +1 (773) 473-7080.

FREEMAN GENERAL INFORMATION

TRANSLATION SERVICE

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 service you may contact Freeman Chicago Exhibitor Services at (773) 473-7080 or Freeman's Customer Support Center at (888) 508-5054.

HELPFUL HINTS

SAVE MONEY

Order early to take advantage of advance order discount rates, place your order by Wednesday, August 27, 2014.

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, and 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 that 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 (EAC's). Thank you for your cooperation.

EXHIBITOR ASSISTANCE

For more information and helpful hints on preshow procedures and move-in, please go to www.freemanco.com/preshowFAQ.

For more information and helpful hints on postshow procedures and move-out, please go to www.freemanco.com/postshowFAQ.

Call Freeman's Exhibitor Services department at 773-473-7080 with any questions or needs you may have.

F R E E M A N

5040 West Roosevelt Road
Chicago, Illinois 60644-1436
(773) 473-7080 • Fax (469) 621-5603
Email: FreemanChicagoES@freemanco.com



**ORDER FORM
DEADLINE DATE
AUGUST 27, 2014**

INCLUDE THE FREEMAN METHOD OF
PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **WORLD ROUTES 2014 / SEPTEMBER 21-23, 2014**

COMPANY NAME:

BOOTH #:

CONTACT NAME:

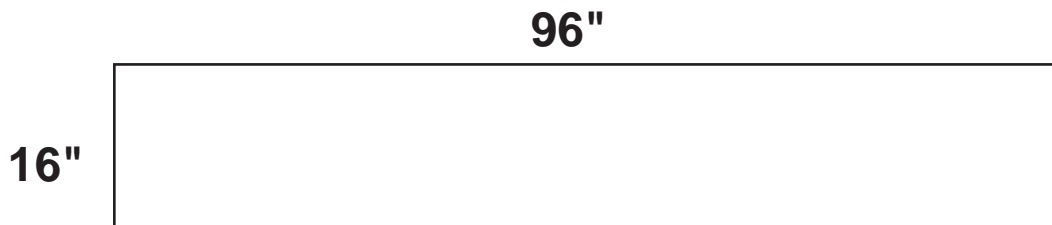
PHONE #:

E-MAIL ADDRESS:

For Assistance, please call 773-473-7080 to speak with one of our experts.

- Each Shell Scheme and Premier Shell Scheme booths will receive a Fascia Name Board.
- **If you do not return this form by the deadline date above, your name board sign will be produced using the list supplied to Freeman.**
- Please keep in mind, each sign is 96" wide x 16" high; therefore, the more copy per sign, the smaller the print.
- For custom graphics & signs, please refer to our enclosed ***"Graphics & Signs Order Form"***.

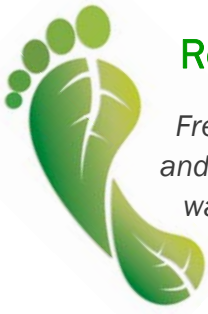
Name board are 96" wide x 16" high.



PLEASE INDICATE YOUR NAME BOARD COPY HERE

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FREEMAN name board



Reducing Your Footprint

Freeman actively engages in green practices within day-to-day operations and is committed to producing events in the most environmentally friendly way possible. Freeman has collaborated with a number of customers to make their events greener and is dedicated to broadening this effort.

Green Tips for Exhibitors

Interested in going Green and saving money with your exhibit booth? Follow these tips to assist you in making your sustainable booth strategies at least cost-neutral, and possibly cost-saving!

Supplies and Ordering

- Order exhibit supplies early and utilize online ordering systems to eliminate paper waste.
- Consider renting a booth from Freeman or buying materials locally, preventing shipping cost and lowering emissions.
- Rent Freeman Classic Carpet which contains recycled content and is also recyclable.
- Provide giveaways made of recycled, responsibly grown natural fiber, nontoxic and biodegradable materials. Ensure giveaways are useful, not merely promotional in nature. Electronic Giveaways, such as free songs from iTunes, coupons and free online Apps are smart and trendy.

Printing, Recycling and Waste Management

- Encourage less printing and provide more information digitally when it comes to booth literature, fulfilling requests via email and website referrals.
- If you need to print, use a local printer in the city where the show will be held and choose paper that contains at least 50% post-consumer recycled content.
- Ask Freeman about new paper-based signage materials that are comparably priced to plastic. There are good alternatives to foam core and PVC which are not as easily recyclable.
- Participate in the exhibit donation program by providing materials that are eligible for donation to local charities, such as pens, bags and notepads.

Shipping and Transportation

- If you must ship materials, planning out your booth in a timely way to meet shipping deadlines can also help maximize consolidation and cost-savings.
- Choose a SmartWay™-certified hauler at no additional cost to ensure your transportation company is practicing sustainable shipping.
- Set a goal to leave no trace behind by shipping out all booth properties and packing materials and donating extra giveaways thereby minimizing any waste for the show.
- If you are attending another trade show that many of your fellow exhibitors are also participating in, ask your General Service Contractor or Show Management to set up a caravan service to save on fuel emissions—and cost of transportation.



Personnel and Best Practices

- Take advantage of local or regional representatives to staff your booth, rather than bringing staff from far away offices, reducing travel cost.
- Bring Green as part of your company message providing recycling bins in your booth and information on what you have done to exhibit in a sustainable way.



These steps can help as we all strive to make smarter and more environmentally sound decisions. For more information on the Freeman Sustainability Initiative, contact Jeff Chase at jeff.chase@freemanco.com.

F R E E M A N

5040 W Roosevelt Rd
Chicago, IL 60644
(773) 473-7080 Fax: (469) 621-5603
FreemanChicagoES@freemanco.com



**DISCOUNT PRICE
DEADLINE DATE
AUGUST 27, 2014**

**INCLUDE THIS FORM
WITH YOUR ORDER**

NAME OF SHOW: **WORLD ROUTES 2014 / SEPTEMBER 21-23, 2014**

COMPANY NAME: _____ BOOTH #: _____

ADDRESS: _____ BOOTH SIZE : _____ X

CITY/STATE/ZIP: _____

PHONE: _____ EXT.: _____ FAX #: _____

SIGNATURE: _____ PRINT NAME: _____

CONTACT'S E-MAIL: _____

E-MAIL FOR INVOICE: _____ ☐ Check if you are a new Freeman customer

Invoices will be sent by e-mail; please provide e-mail address of the person who reconciles your invoices if different than contact's email.

METHOD OF PAYMENT

BY SUBMITTING THIS FORM OR ORDERING MATERIALS OR SERVICES FROM FREEMAN, YOU AGREE TO BE BOUND BY ALL TERMS & CONDITIONS INCLUDED IN YOUR SERVICE MANUAL.

☐ COMPANY CHECK

Please make check payable to: Freeman
Checks must be in U.S. funds drawn on a U.S. or Canadian bank. ("U.S. FUNDS" MUST BE PRE-PRINTED on Canadian checks.)

Please reference (305397) on your remittance.

☐ CREDIT/DEBIT CARD

For your convenience, we will use this authorization to charge your credit/debit card account for your advance orders, and any additional amounts incurred as a result of show site orders placed by your representative. These charges may include all Freeman companies, or any charges which Freeman may be obligated to pay on behalf of Exhibitor, including without limitation, any shipping charges. Please complete the information requested below:

☐ AMERICAN EXPRESS ☐ MASTER CARD ☐ VISA

FREEMAN NOW ACCEPTS DEBIT CARDS

ACCOUNT NO.: _____ EXP. DATE: _____

CARDHOLDER NAME (PRINT): _____ SIGNATURE: _____

CARDHOLDER BILLING ADDRESS: _____

CITY/STATE/ZIP: _____

ENTER TOTALS HERE

FURNISHINGS & ACCESSORIES	CARPET	CLEANING/ SHAMPOOING	PORTER SERVICE	RENTAL EXHIBITS & ACCESSORIES	SIGNS	INSTALLATION LABOR	DISMANTLE LABOR
MATERIAL HANDLING	RIGGING INSTALLATION	RIGGING DISMANTLE	EXHIBIT TRANSPORTATION	HANGING SIGNS	UTILITIES	GRAND TOTAL	

- Remember to order in advance to save time and money. You may place your order by phone, fax, mail, or use our online ordering service at: www.freemanco.com/store.
- 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 Service Desk prior to show closing.
- If you have questions or need assistance with any items not listed, please call and ask for your Exhibitor Services Representative.

TELL US WHAT YOU THINK

Freeman is committed to providing great customer service. To help us serve you more effectively in the future, please visit the URL address below upon the completion of your show to provide feedback. Your input will provide the insight needed to ensure that our customer service is in line with your expectations.

<http://feedback.freemanco.com/?305397>

FREEMAN

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FreemanChicagoES@freemanco.com



WORLD ROUTES 2014 / SEPTEMBER 21-23, 2014

In order to authorize Freeman to invoice a third party for payment of services rendered to exhibitors, both the exhibiting company and the third party must complete this form and return it at least 14 days prior to show move-in.

EXHIBITING COMPANY AUTHORIZATION OF THIRD PARTY BILLING

"We understand and agree that we, the exhibiting company, are ultimately responsible for payment of charges and agree by submitting this form or ordering materials or services from Freeman, to be bound by all terms and conditions as described in the Terms & Conditions section of this service manual. In the event that the named third party does not discharge payment of the invoice prior to the last day of the show, charges will revert back to the exhibiting company. All invoices are due and payable upon receipt, by either party. The items checked below are to be invoiced to the third party."

BY SUBMITTING THIS FORM OR ORDERING MATERIALS OR SERVICES FROM FREEMAN, YOU AGREE TO BE BOUND BY ALL TERMS & CONDITIONS INCLUDED IN YOUR SERVICE MANUAL.

EXHIBITOR NAME: (PLEASE PRINT)

EXHIBITOR SIGNATURE:

DATE:

EXHIBITING COMPANY INFORMATION

EXHIBITING COMPANY NAME:

BOOTH #:

EXHIBITING COMPANY ADDRESS:

CITY/STATE/ZIP:

PHONE:

EXT.

FAX:

CONTACT'S E-MAIL:

Indicate which services are to be invoiced to the Third Party:

- | | |
|---|---|
| <input type="checkbox"/> ALL FREEMAN SERVICES | <input type="checkbox"/> FREEMAN EXHIBIT TRANSPORTATION |
| <input type="checkbox"/> I&D LABOR/SUPERVISION | <input type="checkbox"/> RENTAL FURNITURE/CARPET/SIGNS |
| <input type="checkbox"/> MATERIAL HANDLING/IN & OUT | <input type="checkbox"/> BOOTH CLEANING |
| <input type="checkbox"/> UTILITIES | <input type="checkbox"/> OTHER _____ |

THIRD PARTY COMPANY INFORMATION

THIRD PARTY COMPANY NAME:

CONTACT NAME:

THIRD PARTY BILLING ADDRESS:

CITY/STATE/ZIP:

PHONE:

EXT:

FAX:

CONTACT'S E-MAIL:

E-MAIL FOR INVOICE:

Invoices will be sent by e-mail; please provide the e-mail address of the person who reconciles your invoices if different than contact's e-mail.

THIRD PARTY CREDIT/DEBIT CARD AUTHORIZATION

☐ AMERICAN EXPRESS

☐ MASTERCARD

☐ VISA

FREEMAN NOW ACCEPTS DEBIT CARDS

ACCOUNT NO:

EXP. DATE:

CARDHOLDER NAME (PLEASE PRINT):

CARD TYPE:

AUTHORIZED SIGNATURE:

CARDHOLDER BILLING ADDRESS:

CITY/STATE/ZIP:

FREEMAN

5040 W Roosevelt Rd
Chicago, IL 60644
(773) 473-7080 Fax: (469) 621-5603
FreemanChicagoES@freemanco.com



ONLINE PRICE
DISCOUNT PRICE
DEADLINE DATE

AUGUST 27, 2014

**INCLUDE THE FREEMAN METHOD OF
PAYMENT FORM WITH YOUR ORDER**

NAME OF SHOW: **WORLD ROUTES 2014 / SEPTEMBER 21-23, 2014**

COMPANY NAME: _____ BOOTH #: _____ BOOTH SIZE: _____ X

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

For Assistance, please call **(773) 473-7080** to speak with one of our experts.

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

FURNISHINGS

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
CHAIRS Pages 1 & 2						
___	N71092	Diva Counter Stool	255.10	280.60	357.15	
___	N71091	Diva Chair	224.75	247.25	314.65	
___	N710102	Santana Chair	208.85	229.75	292.40	
___	N710144	Diplomat Chair	288.65	317.50	404.10	
___	N71038	Cherry Barrel Chair	240.85	264.95	337.20	
		<input type="checkbox"/> Cranberry <input type="checkbox"/> Taupe				
___	N71048	Gray Gaslift Stool w/Arms .	375.15	412.65	525.20	
___	N71047	Gray Gaslift Stool	329.65	362.60	461.50	
___	N71046	Gray Gaslift Chair w/Arms ..	272.70	299.95	381.80	
___	N71045	Gray Gaslift Chair	256.80	282.50	359.50	
___	N71044	Executive Chair	380.65	418.70	532.90	
___	N71089	Black Diamond Side Chair..	139.95	153.95	195.95	
___	N71090	Black Diamond Arm Chair..	177.05	194.75	247.85	

CHAIRS Page 3						
___	N71088	Black Diamond Stool	223.25	245.60	312.55	
___	C210108	Limerick® Chair..... by Herman Miller	99.75	109.75	139.65	
___	C210112	Casey Padded Stool	129.20	142.10	180.90	
		<input type="checkbox"/> Black <input type="checkbox"/> Gray				

LOUNGE SEATING Page 3						
___	N73091	Signature Loveseat	754.10	829.50	1,055.75	
___	N71093	Signature Chair	514.15	565.55	719.80	

TABLES Page 4						
___	N72026	Cherry Cocktail Table.....	229.30	252.25	321.00	
___	N72027	Cherry End Table.....	200.60	220.65	280.85	
___	N72015	Glass Conference Table.....	240.55	264.60	336.75	
		<input type="checkbox"/> Black <input type="checkbox"/> Chrome				

TABLES Page 5						
___	N72028	Metro Slate Cocktail Table...	269.60	296.55	377.45	
___	N72029	Metro Slate End Table.....	233.20	256.50	326.50	
___	C115103	Studio Black Cocktail Table.	226.10	248.70	316.55	
___	C115104	Studio Black End Table.....	194.35	213.80	272.10	

TABLES Page 5						
Pedestal Tables - SoHo Series						
___	N72066	Black-top Mini 18"W x 18"H	112.50	123.75	157.50	
___	N72069	Black-top Cafe 24"W x 30"H ...	205.50	226.05	287.70	
___	N72070	Black-top Bistro 24"W x 42"H	224.40	246.85	314.15	
___	N72067	Black-top Café Table 36"x30".	211.30	232.45	295.80	
___	N72068	Black-top Bistro 36"W x 42"H ..	230.60	253.65	322.85	
Pedestal Tables - Chelsea Series - Butcher Block Top						
___	N72063	Café Table 30"W x 30"H	211.30	232.45	295.80	
___	N72064	Café Table 36"W x 30"H	211.30	232.45	295.80	
___	N720163	Bistro Table 30"W x 42"H	230.60	253.65	322.85	
___	N720164	Bistro Table 36"W x 42"H	230.60	253.65	322.85	

OFFICE FURNITURE Page 6						
___	N72093	Milano Table/Blonde Top	535.15	588.65	749.20	
___	N72092	Milano Table/Black Top	535.15	588.65	749.20	
___	N72094	Luna Table/Black Top	664.15	730.55	929.80	
___	N720191	Hemingway Writing Table	368.90	405.80	516.45	
___	N74061	Cherry Desk 5'	557.00	612.70	779.80	
___	N74065	Cherry Bookcase	263.80	290.20	369.30	
___	N74064	Cherry Credenza	502.00	552.20	702.80	
___	N74071	Oak Desk 5'	556.35	612.00	778.90	
___	N74075	Oak Bookcase	262.60	288.85	367.65	
___	N74074	Oak Credenza	498.50	548.35	697.90	

DISPLAY FURNITURE Page 7						
___	N72056	Display Counter.....	255.15	280.65	357.20	
___	N75079	Orion Computer Kiosk.....	508.80	559.70	712.30	
___	N75030	Black Display Cube/Small.....	258.45	284.30	361.85	
___	N75031	Black Display Cube/Medium....	276.75	304.45	387.45	
___	N75032	Black Display Cube/Large.....	313.55	344.90	438.95	

Display Cylinders						
___	N75020	Black Display Cylinder/Low.	262.15	288.35	367.00	
___	N75021	Black Display Cylinder/Med.	262.15	288.35	367.00	
___	N75022	Black Display Cylinder/Lg....	262.15	288.35	367.00	

Remember to select a color for items
with checkboxes. A color will be
selected for you if not indicated.

WORLD ROUTES 2014 / SEPTEMBER 21-23, 2014

NAME OF SHOW: _____

COMPANY NAME: _____ BOOTH:: _____ BOOTH SIZE: _____ X

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

For Assistance, please call **(773) 473-7080** to speak with one of our experts.

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

FURNISHINGS

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
DISPLAY FURNITURE Page 7 & 8 (continued)						
Draped Tables - Tables are 24" wide						
<input type="checkbox"/> Black <input type="checkbox"/> Blue <input type="checkbox"/> Brown <input type="checkbox"/> Dark Green <input type="checkbox"/> Flax <input type="checkbox"/> Gold <input type="checkbox"/> Gray <input type="checkbox"/> Plum <input type="checkbox"/> Red <input type="checkbox"/> White						
_____	C130330	Draped Table 3'L x 30"H.....	100.70	110.75	141.00	_____
_____	C130430	Draped Table 4'L x 30"H.....	129.35	142.30	181.10	_____
_____	C130630	Draped Table 6'L x 30"H.....	182.70	182.70	232.55	_____
_____	C130830	Draped Table 8'L x 30"H.....	201.10	221.20	281.55	_____
_____	C1240463	4th Side Drape 6'L x 30"H...	41.20	45.30	57.70	_____
_____	C1240483	4th Side Drape 8'L x 30"H...	45.30	45.30	57.70	_____
_____	C130342	Draped Counter 3'L x 42"H.	136.70	150.35	191.40	_____
_____	C130442	Draped Counter 4'L x 42"H.	161.65	177.80	226.30	_____
_____	C130642	Draped Counter 6'L x 42"H.	199.75	219.75	279.65	_____
_____	C130842	Draped Counter 8'L x 42"H.	231.45	254.60	324.05	_____
_____	C1240464	4th Side Drape 6'L x 42"H...	54.75	60.25	76.65	_____
_____	C1240484	4th Side Drape 8'L x 42"H...	54.75	60.25	76.65	_____

Undraped Tables - Tables are 24" wide						
_____	C131330	Undraped Table 3'L x 30"H..	37.60	41.35	52.65	_____
_____	C131430	Undraped Table 4'L x 30"H..	43.50	47.85	60.90	_____
_____	C131630	Undraped Table 6'L x 30"H..	57.80	63.80	80.90	_____
_____	C131830	Undraped Table 8'L x 30"H..	68.55	75.40	95.95	_____
_____	C131342	Undraped Counter 3'Lx42"H	68.55	75.40	95.95	_____
_____	C131442	Undraped Counter 4'Lx42"H	81.30	81.30	103.45	_____
_____	C131642	Undraped Counter 6'Lx42"H	87.25	96.00	122.15	_____
_____	C131842	Undraped Counter 8'Lx42"H	98.90	108.80	138.45	_____

Table Top Risers						
_____	C150410	Single Step Riser 4'L x 7"H	35.35	38.90	49.50	_____
_____	C150610	Single Step Riser 6'L x 7"H	44.40	48.85	62.15	_____
_____	C150810	Single Step Riser 8'L x 7"H	59.25	65.20	82.95	_____
_____	C150414	Single Step Riser 4'L x 14"H	N/A	N/A	N/A	_____
_____	C150614	Single Step Riser 6'L x 14"H	N/A	N/A	N/A	_____
_____	C150814	Single Step Riser 8'L x 14"H	N/A	N/A	N/A	_____
_____	C150420	Double Step Riser 4'L	N/A	N/A	N/A	_____
_____	C150620	Double Step Riser 6'L	N/A	N/A	N/A	_____
_____	C150820	Double Step Riser 8'L	N/A	N/A	N/A	_____

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
ACCESSORIES Pages 9 & 10						
_____	C220121	Chrome Stanchion w/belt ..	89.60	98.55	125.45	_____
_____	C220118	Chrome Sign Holder	114.20	125.60	159.90	_____
_____	N750135	Round Literature Rack	240.05	264.05	336.05	_____
_____	N750136	Flat Literature Rack	212.30	233.55	297.20	_____
_____	C220109	Chrome Coat Tree	42.50	46.75	59.50	_____
_____	C220134	Chrome Easel	46.15	50.75	64.60	_____
_____	C220110	Chrome Bag Rack	114.20	125.60	159.90	_____
_____	N75053	Black Trash Receptacle	108.80	119.70	152.30	_____
_____	N75054	Aluminum Trash Receptacle	108.80	119.70	152.30	_____
_____	220107	Wastebasket	20.20	22.20	28.30	_____
_____	220106	Corrugated Wastebasket.....	13.45	14.80	18.85	_____
_____	N75057	Small Refrigerator	440.70	484.75	617.00	_____
_____	N75052	Black Table Lamp	112.80	124.10	157.90	_____
_____	N74082	File Cabinet/2 Drawer	155.35	170.90	217.50	_____
_____	N74081	File Cabinet/4 Drawer	242.40	266.65	339.35	_____
_____	10201484	Bulletin Board	249.40	274.35	349.15	_____

Special Drape						
<input type="checkbox"/> Black <input type="checkbox"/> Blue <input type="checkbox"/> Brown <input type="checkbox"/> Dark Green <input type="checkbox"/> Flax <input type="checkbox"/> Gold <input type="checkbox"/> Gray <input type="checkbox"/> Plum <input type="checkbox"/> Red <input type="checkbox"/> White						
_____	12103	Special Drape 3'H (per ft.) ..	20.95	23.05	29.35	_____
_____	12108	Special Drape 8'H (per ft.) ...	28.50	31.35	39.90	_____

TOTAL COST		
_____	+	_____ = _____
Sub-Total	8 % Tax	Total Cost

Remember to select a color for items
with checkboxes. A color will be
selected for you if not indicated.

FREEMAN

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(773) 473-7080 Fax: (469) 621-5603
FreemanChicagoES@freemanco.com



ONLINE PRICE
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AUGUST 27, 2014

**INCLUDE THE FREEMAN METHOD OF
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NAME OF SHOW: **WORLD ROUTES 2014 / SEPTEMBER 21-23, 2014**

COMPANY NAME: _____ BOOTH #: _____ BOOTH SIZE: _____ X

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

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

Lisbon Group - Black Leather

_____	81011	Chair.....	545.75	600.35	764.05	_____
_____	8303	Loveseat.....	733.55	806.90	1,026.95	_____
_____	8302	Sofa.....	814.50	895.95	1,140.30	_____

Newport Group -Charcoal Leather

_____	8308	Loveseat.....	742.25	816.50	1,039.15	_____
_____	8109	Armless Chair.....	421.95	464.15	590.75	_____
_____	81010	Corner Chair.....	492.50	541.75	689.50	_____

South Beach Group - Platinum Suede

_____	8301	Sofa.....	714.60	786.05	1,000.45	_____
_____	8151	Ottoman.....	311.75	342.95	436.45	_____

Key West Group - Black Fabric

_____	8307	Loveseat.....	580.25	638.30	812.35	_____
_____	8306	Sofa.....	643.95	708.35	901.55	_____
_____	8103	Tub Chair.....	447.70	492.45	626.80	_____

Allegro Group - Blue Fabric

_____	81019	Chair.....	562.70	618.95	787.80	_____
_____	83015	Sofa.....	898.10	987.90	1,257.35	_____

Marrakesh Group - Beige Fabric

_____	810808	Chair.....	483.95	532.35	677.55	_____
_____	83062	Sofa.....	681.00	749.10	953.40	_____

Memphis Group - Black Fabric

_____	810812	Chair.....	496.55	546.20	695.15	_____
_____	83064	Sofa (compact).....	692.00	761.20	968.80	_____

Roma Group - White Vinyl

_____	81020	Chair.....	629.25	692.20	880.95	_____
_____	83016	Sofa.....	964.65	1,061.10	1,350.50	_____

CASUAL SEATING

Ottomans

_____	8154	Square - Black Leather.....	344.35	378.80	482.10	_____
_____	8152	Square - White Leather.....	344.35	378.80	482.10	_____
_____	8155	Bench - Black Leather.....	428.60	471.45	600.05	_____
_____	8153	Bench - White Leather.....	428.60	471.45	600.05	_____
_____	81513	Half Round - Black Leather.....	447.70	492.45	626.80	_____
_____	81514	Half Round - White Leather.....	447.70	492.45	626.80	_____

Ottomans

_____	81518	Vibe - Blue Vinyl.....	158.05	173.85	221.25	_____
_____	81520	Vibe - Pink Vinyl.....	158.05	173.85	221.25	_____
_____	81519	Vibe - Red Vinyl.....	158.05	173.85	221.25	_____
_____	81517	Vibe - Yellow Vinyl.....	158.05	173.85	221.25	_____
_____	81525	Vibe - Orange Vinyl.....	158.05	173.85	221.25	_____
_____	81511	Leather Cube - White Leather.....	124.05	136.45	173.65	_____
_____	81512	Leather Cube - Black Leather.....	124.05	136.45	173.65	_____
_____	81526	Edge LED Cube.....	227.35	250.10	318.30	_____

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NAME OF SHOW: **WORLD ROUTES 2014 / SEPTEMBER 21-23, 2014**

COMPANY NAME: _____ BOOTH #: _____ BOOTH SIZE: _____ X

CONTACT NAME : _____ PHONE #: _____

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Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
CASUAL SEATING (continued)						

Occasional Chairs

_____	8101	T-vac Chair - Translucent/Chrome	349.55	384.50	489.35	_____
_____	810819	Globus Occasional Chair - White Vinyl/Chrome.....	465.10	511.60	651.15	_____
_____	8102	Madrid Chair - Black Leather.....	893.75	983.15	1,251.25	_____
_____	810816	Madrid Chair - White Leather.....	893.75	983.15	1,251.25	_____
_____	81017	Panton Chair - White Plastic.....	215.30	236.85	301.40	_____
_____	810814	ICE Side Chair - Transparent/Chrome.....	236.50	260.15	331.10	_____
_____	81090	New York Chair - Onyx/Maple Wood/Chrome.....	258.65	284.50	362.10	_____
_____	810707	ISO Mesh Pull-up Chair - Black Vinyl/Black Steel.....	450.35	495.40	630.50	_____
_____	810811	Berlin Stack Chair - White & Red Plastic/Chrome.....	122.90	135.20	172.05	_____
_____	810810	Berlin Stack Chair - White & Black Plastic/Chrome.....	122.90	135.20	172.05	_____
_____	810702	Jetson Chair - Black Vinyl/Black Steel.....	239.65	263.60	335.50	_____
_____	810835	Meeting Chair (Espresso).....	241.20	265.30	337.70	_____
_____	810836	Meeting Chair (Taupe).....	316.00	347.60	442.40	_____
_____	810837	Razor Armless Chair.....	63.75	70.15	89.25	_____
_____	810838	Fusion Chair Black/White.....	166.30	182.95	232.80	_____

Conference Chairs

_____	810807	Luxor Executive Chair - Black Leather.....	517.40	569.15	724.35	_____
_____	81075	Tilt Executive Chair - Onyx Fabric.....	380.00	418.00	532.00	_____
_____	81018	Flex Chair - Black Plastic/Chrome.....	175.60	193.15	245.85	_____
_____	81063	Altura Conference/Guest Chair - Black Fabric/Black Steel.....	505.15	555.65	707.20	_____
_____	810813	Perth Highback Chair - Black Leather/Chrome.....	496.55	546.20	695.15	_____
_____	81073	Altura Junior Executive Chair - Black Fabric.....	394.30	433.75	552.00	_____

Bars & Bar Stools

_____	8501	Martini Bar - Grey metal rounded bar with frosted glass top and chrome legs.....	1,549.80	1,704.80	2,169.70	_____
_____	810100	Ohio Barstool - Grey Fabric/Chrome.....	194.55	214.00	272.35	_____
_____	810101	Ohio Barstool - Red Fabric/Chrome.....	194.55	214.00	272.35	_____
_____	810102	Ohio Barstool - Black Fabric/Chrome.....	194.55	214.00	272.35	_____
_____	810202	Shark Swivel Barstool - White Plastic/Chrome.....	377.00	414.70	527.80	_____
_____	810103	Banana Barstool - White Vinyl/Chrome.....	213.50	234.85	298.90	_____
_____	810104	Banana Barstool - Black Vinyl/Chrome.....	213.50	234.85	298.90	_____
_____	810815	ICE Barstool - Transparent/Chrome.....	252.20	277.40	353.10	_____
_____	810505	Gin Barstool - Maple Wood/Chrome.....	239.65	263.60	335.50	_____
_____	810706	Jetson Barstool - Black Vinyl/Black Steel.....	358.25	394.10	501.55	_____
_____	810200	Oslo Barstool - Blue Plastic/Chrome.....	268.70	295.55	376.20	_____
_____	810201	Oslo Barstool - White Plastic/Chrome.....	268.70	295.55	376.20	_____
_____	810834	Zoey Barstool.....	343.70	378.05	481.20	_____

Occasional End & Cocktail Tables

_____	82015	Silverado End Table - Tempered Glass/Painted Steel.....	325.65	358.20	455.90	_____
_____	82014	Silverado Table - Tempered Glass/Painted Steel.....	345.75	380.35	484.05	_____
_____	82025	Geo End Table - Glass/Black Steel.....	307.00	337.70	429.80	_____
_____	82035	Geo End Table - Glass/Chrome.....	307.00	337.70	429.80	_____
_____	82024	Geo Table - Glass/Black Steel.....	325.65	358.20	455.90	_____
_____	82034	Geo Table - Glass/Chrome	325.65	358.20	455.90	_____
_____	82023	Inspiration End Table - Tempered Glass/Painted Steel.....	330.70	363.75	463.00	_____
_____	82022	Inspiration Table - Tempered Glass/Painted Steel.....	349.55	384.50	489.35	_____

NAME OF SHOW: **WORLD ROUTES 2014 / SEPTEMBER 21-23, 2014**

COMPANY NAME: _____ BOOTH #: _____ BOOTH SIZE: _____ X

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

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Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
TABLES, LIGHTING & MORE						

Occasional End & Cocktail Tables

_____	82054	Sydney End Table - Black Laminate/Brushed Steel..	267.95	294.75	375.15	_____
_____	82055	Sydney End Table - White Laminate/Brushed Steel..	267.95	294.75	375.15	_____
_____	82052	Sydney Table - Black Laminate/Brushed Steel.....	323.15	355.45	452.40	_____
_____	82053	Sydney Table - White Laminate/Brushed Steel.....	323.15	355.45	452.40	_____
_____	82056	Candy Table.....	196.80	216.50	275.50	_____
_____	82057	Edge LED Lighted Table.....	227.35	250.10	318.30	_____

Conference Tables

_____	82060	Nova White Oval Table - White Laminate/Chrome....	645.85	710.45	904.20	_____
_____	82033	Manhattan Table - Glass/Black Steel.....	392.60	431.85	549.65	_____
_____	82041	Geo Conference Table - Glass/Black Steel.....	556.00	611.60	778.40	_____
_____	82051	Geo Conference Table - Glass/Chrome.....	556.00	611.60	778.40	_____
_____	82058	Communal Table 30"H (Maple with Grommets).....	568.25	625.10	795.55	_____
_____	82059	Communal Table 42"H (Maple with Grommets).....	795.60	875.15	1,113.85	_____
_____	82067	Communal Table 30"H Maple.....	568.25	625.10	795.55	_____
_____	82068	Communal Table 42"H Maple.....	795.60	875.15	1,113.85	_____
_____	82063	Communal Table 30"H White.....	568.25	625.10	795.55	_____
_____	82066	Communal Table 42"H White.....	795.60	875.15	1,113.85	_____

Product Display

_____	850604	Etagere - Black.....	403.55	443.90	564.95	_____
_____	850605	Etagere -Pewter.....	403.55	443.90	564.95	_____
_____	85078	Locking Door Pedestal - Black Laminate.....	556.00	611.60	778.40	_____

Refrigerator

_____	8503001	Refrigerator - White.....	885.85	974.45	1,240.20	_____
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Lighting

_____	850707	Mason Table Lamp - White/Brushed Silver.....	177.40	195.15	248.35	_____
_____	850708	Mason Floor Lamp - White/Brushed Silver.....	260.55	286.60	364.75	_____

TOTAL COST		
_____	+	_____ = _____
Sub-Total	8% Tax	Total Cost

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NAME OF SHOW: **WORLD ROUTES 2014 / SEPTEMBER 21-23, 2014**

COMPANY NAME: _____ BOOTH #: _____ BOOTH SIZE: _____ X

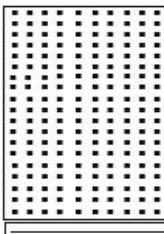
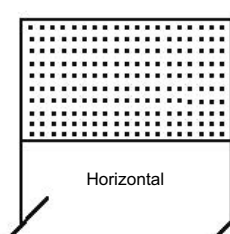
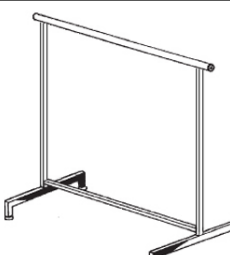
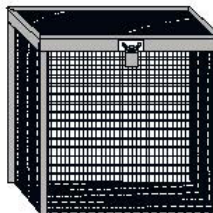


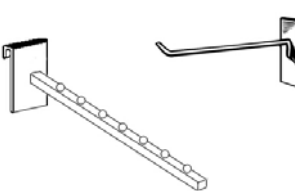
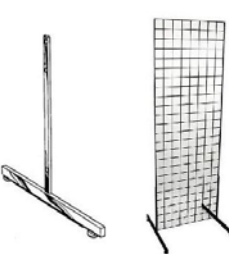
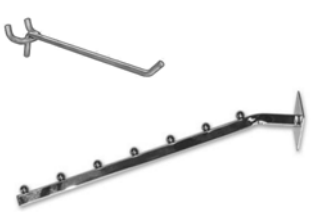

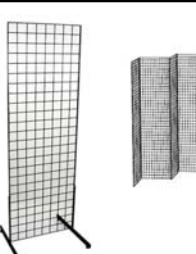
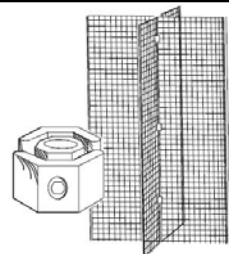
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ACCESSORIES

 Vertical PERFBOARD SINGLE SIDED	 Horizontal PERFBOARD SINGLE SIDED	 CHROME GARMENT RACK	 COLLAPSIBLE SECURITY CONTAINER
 2 WAY STRAIGHT ARM	 4 WAY SLANT ARM	 GRID ACCESSORIES	 GRID LEGS
 PERFBOARD HOOKS AND ACCESSORIES	 TICKET TUMBLER	 2' x 8' GRID PANELS	 4 WAY CONNECTORS

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
PERFBOARDS / BULLETIN BOARDS						
___	10201178	1M x 8'H Single Side-Vert (White)...	245.30	269.85	343.40	___
___	10201179	1M x 8'H Single Side-Vert (Gray)...	N/A	N/A	N/A	___
___	10201182	1/2 M x 8'H Single Side-Vert.....	184.65	203.10	258.50	___
___	10201480	4' x 8' Single Side-Horz.....	245.30	269.85	343.40	___
___	102040	4" Single Hook.....	3.25	3.60	4.55	___
___	102060	6" Single Hook.....	3.25	3.60	4.55	___
___	102080	8" Single Hook.....	3.25	3.60	4.55	___
___	10205	12" Shelf Bracket.....	20.30	22.35	28.40	___
___	10207	7-Ball Waterfall Arm.....	37.90	41.70	53.05	___

GRIDS						
___	103028	Chrome Grid.....	110.20	121.20	154.30	___
___	103010	Black Grid.....	110.20	121.20	154.30	___
___	103011	White Grid.....	N/A	N/A	N/A	___
___	103040	Grid Legs (Chrome).....	42.30	46.55	59.20	___
___	103041	Grid Legs (Black).....	42.30	46.55	59.20	___
___	103042	Grid Legs (White).....	N/A	N/A	N/A	___
___	103030	Grid Connectors.....	13.80	15.20	19.30	___

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
GRIDS (continued)						
___	10303	3-Ball Waterfall Arm.....	31.80	35.00	44.50	___
___	10305	5-Ball Waterfall Arm.....	33.95	37.35	47.55	___
___	10307	7-Ball Waterfall Arm.....	37.90	41.70	53.05	___
___	10309	Cleaver Clip.....	N/A	N/A	N/A	___
___	103044	4" Single Hook.....	3.25	3.60	4.55	___
___	103046	6" Single Hook.....	3.25	3.60	4.55	___
___	103048	8" Single Hook.....	3.25	3.60	4.55	___

ACCESSORIES						
___	151010	Collapsible Security Container.....	N/A	N/A	N/A	___
___	15905	Fish Bowl.....	35.80	39.40	50.10	___
___	159011	Ticket Tumbler - Small.....	135.25	148.80	189.35	___
___	10405	Garment Rack.....	147.30	162.05	206.20	___
___	10404	4-way Slant Arm.....	184.65	203.10	258.50	___
___	10403	2-way Straight Arm.....	146.75	161.45	205.45	___

TOTAL COST			
Sub-Total	+	8 % Tax	= Total Cost

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NAME OF SHOW: **WORLD ROUTES 2014 / SEPTEMBER 21-23, 2014**

COMPANY NAME:

BOOTH #:

CONTACT NAME:

PHONE #:

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- For samples, assistance or to request quotes on carpet logos, please call our Exhibitor Sales Department at 773-379-5040.
- Orders received after the deadline date or without payment will be charged the Standard Price and are subject to availability.
- All Carpet is subject to a 100% Cancellation Charge.
- No MATERIAL HANDLING charges apply. Rental prices are for the duration of the show and include delivery to and removal from your booth space.
- All Carpets contain recycled content and are recyclable.
- A one time booth vacuuming before the show opens is provided for carpets ordered through Freeman.
- 1 sqm = 11 sqft

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

- Guaranteed new, high quality carpet available in a variety of designer colors.

CHOOSE YOUR CARPET COLOR - 40 oz. Carpet:

☐ Black ☐ Charcoal ☐ Gray Pearl ☐ Navy ☐ White

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

Online Discount Standard Total

Booth Size: _____ x _____ = _____ sqm x 11 = _____ sqft @ \$ 5.60 \$ 6.15 \$ 7.85 \$ _____

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 sq. ft. minimum)

Online Discount Standard Total

Booth Size: _____ x _____ = _____ sqm x 11 = _____ sqft @ \$ 4.80 \$ 5.30 \$ 6.70 \$ _____

CUSTOM CUT CLASSIC CARPET - includes plastic covering, delivery, material handling, installation and removal

- Our Custom Cut Classic Carpeting is available in custom cut sizes, and in a variety of standard colors.

CHOOSE YOUR CARPET COLOR:

☐ Black ☐ Blue ☐ Gray ☐ Green ☐ Latte ☐ Midnight Blue ☐ Plum ☐ Red ☐ Red Pepper ☐ Tuxedo

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

Online Discount Standard Total

Booth Size: _____ x _____ = _____ sqm x 11 = _____ sqft @ \$ 3.45 \$ 3.80 \$ 4.85 \$ _____

CARPET PADDING AND PLASTIC COVERING - includes delivery, material handling, installation and removal

- Price is per sq. ft.
- Calculate square feet: Booth Size: _____ x _____ = _____ sqm x 11 = _____ sqft

Qty (sqft)	Description	Online	Discount	Standard	Total
_____	Carpet Padding - 1/2"	1.10	1.20	1.55	\$ _____
_____	Plastic Covering (per sq ft)	0.45	0.50	0.65	\$ _____

ALTERNATIVE FLOOR COVERINGS

Raised flooring and alternative floor coverings are available upon request. Please call Exhibitor Sales at 773-379-5040 for assistance and quotes.

Our carpet padding consists of 95 - 100% recycled urethane foam and is also 100% recyclable according to the manufacturer's specifications. Our plastic floor covering contains up to 60% recycled content.

****All Utility lines must be installed before carpet installation. Utilities should be ordered in advance.****

TOTAL COST

Sub-Total _____ + Tax (8%) _____ = TOTAL _____

(305397)

FREEMAN carpet

Take advantage of the Online price by ordering at
www.freemanco.com/store before AUGUST 27, 2014.

FREEMAN



5040 West Roosevelt Road
Chicago, Illinois 60644-1436
(773) 473-7080 • Fax (469) 621-5603
Email: FreemanChicagoES@freemanco.com

INCLUDE THE FREEMAN METHOD OF
PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **WORLD ROUTES 2014 / SEPTEMBER 21-23, 2014**

COMPANY NAME:

BOOTH #:

CONTACT NAME:

PHONE #:

E-MAIL ADDRESS:

For Assistance, please call 773-473-7080 to speak with one of our experts.

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

CLEANING SERVICES

- Prices are based on total square footage of booth regardless of area to be cleaned.
- 100 sq. ft. minimum.
- Our exclusive cleaning contract for this show will not permit other service contractors, including exhibitor appointed contractors to provide this service.
- **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.
- 1 sqm = 11 sqft

BOOTH VACUUMING (per sq ft - 100 sq ft minimum)

Qty	Part#	Description	Advance Price	Show Site Price	Total
-----	-------	-------------	---------------	-----------------	-------

- Includes emptying of your booth's wastebasket(s) at the time of vacuuming.
- Calculate square feet: Booth Size: _____ x _____ = _____ sqm x 11 = _____ sqft

_____ 610100	Booth Vacuuming - One Time	\$0.40	\$0.55	\$ _____
_____ 610200	Booth Vacuuming - 2 Days	\$0.80	\$1.10	\$ _____
_____ 610300	Booth Vacuuming - 3 Days (Duration of Show)	\$1.20	\$1.65	\$ _____

SHAMPOOING (per sq ft - 100 sq ft minimum)

Qty	Part#	Description	Advance Price	Show Site Price	Total
-----	-------	-------------	---------------	-----------------	-------

- Calculate square feet: Booth Size: _____ x _____ = _____ sqm x 11 = _____ sqft

_____ 630100	Shampoo Carpet - One Time	\$1.00	\$1.40	\$ _____
--------------	---------------------------------	--------------	--------	----------

PORTER SERVICE (per day)

Qty	Part#	Description	Advance Price	Show Site Price	Total
-----	-------	-------------	---------------	-----------------	-------

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

_____ 620500	Exhibit Area / Under 500 sq. ft.	\$ 71.90	\$100.65	\$ _____
_____ 6201500	Exhibit Area / 501 - 1,500 sq. ft.	\$103.15	\$144.40	\$ _____
_____ 6202500	Exhibit Area / 1,501 - 2,500 sq. ft.	\$123.65	\$173.10	\$ _____
_____ 6203500	Exhibit Area / Over 2,500 sq. ft.	Quoted on Request		\$ _____

DUMPSTER

Qty	Part#	Description	Price Per Each	Total
-----	-------	-------------	----------------	-------

- Additional labor charges may apply.

_____ 6602	Dumpster	\$616.80	\$ _____
------------	----------------	----------	----------

TOTAL COST

Sub-Total _____ + Tax (8%) **N/A** = TOTAL _____

FREEMAN

5040 West Roosevelt Road
Chicago, Illinois 60644
Ph: (773) 473-7080 • Fax: (469) 621-5603
FreemanChicagoES@freemanco.com



ONLINE PRICE
DISCOUNT PRICE
DEADLINE DATE
AUGUST 27, 2014

INCLUDE THE FREEMAN METHOD OF
PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **WORLD ROUTES 2014 / SEPTEMBER 21-23, 2014**

COMPANY NAME:

BOOTH #:

CONTACT NAME:

PHONE #:

E-MAIL ADDRESS:

For Assistance, please call (773) 473-7080 to speak with one of our experts.

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

SHOWCASES



FULL VISION CASE



HALF VISION CASE



TOWER CASE



QUARTER VISION CASE



CORNER VISION CASE



WALLCASE

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
FULL VISION CASE						
1-8" & 1-10" Glass Shelf with Adjustable Brackets						
26" High Front Glass Display Section						
Case is 20" Deep						
Available in 4', 5' and 6' lengths						
_____	101043	4'.....	\$619.75	\$681.75	\$867.65	\$ _____
_____	101051	5'.....	\$619.75	\$681.75	\$867.65	\$ _____
_____	101061	6'.....	\$619.75	\$681.75	\$867.65	\$ _____

HALF VISION CASE						
1-10" Glass Shelf with Adjustable Brackets						
18" High Front Glass Display Section						
Case is 20" Deep						
Available in 4', 5' and 6' lengths						
_____	101042	4'.....	\$619.75	\$681.75	\$867.65	\$ _____
_____	101050	5'.....	\$619.75	\$681.75	\$867.65	\$ _____
_____	101060	6'.....	\$619.75	\$681.75	\$867.65	\$ _____

TOWER CASE						
Dimensions are 20"L x 20"D x 80"H						
3 Glass Shelves						
Lights						
Locks						
Available in 20 x 20 Square Only						
_____	1010200	20 x 20.....	\$812.60	\$893.85	\$1137.65	\$ _____

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
QUARTER VISION CASE						
12" High Front Glass Display Section						
Case is 20" Deep						
Available in 4', 5' and 6' lengths						
_____	101044	4'.....	\$619.75	\$681.75	\$867.65	\$ _____
_____	101052	5'.....	\$619.75	\$681.75	\$867.65	\$ _____
_____	101062	6'.....	\$619.75	\$681.75	\$867.65	\$ _____

CORNER VISION CASE						
Includes Rear Access and Glass Shelves						
Case is 20" Deep						
Available in Full, Half, and Quarter Sizes						
*Cases on the sides in picture above are not included						
_____	101091	Full.....	\$757.50	\$833.25	\$1060.50	\$ _____
_____	101090	Half.....	\$757.50	\$833.25	\$1060.50	\$ _____
_____	101092	Quarter.....	\$757.50	\$833.25	\$1060.50	\$ _____

WALLCASE						
Dimensions are 48"L x 20"D x 72" H						
(4) 12" Glass Shelves						
Adjustable Brackets						
Lights						
Locks						
60" High Sliding Glass Doors						
Available in See-Thru (pictured above) and Solid						
_____	1010203	Solid.....	\$805.80	\$886.40	\$1128.10	\$ _____
_____	1010204	See-Thru.....	\$805.80	\$886.40	\$1128.10	\$ _____

- All showcases are 20"D x 38"H, have lights, locks, sliding mirror doors, gray exterior, and off-white interior aluminum frames.
- All keys must be left with the showcase or a charge of \$10.00 will be assessed.
- Electrical hook-up is **NOT** included. Please order electrical hook-up service from the electrical contractor.

TOTAL COST

Sub-Total _____ + Tax (8%) _____ = TOTAL _____

FREEMAN showcases

Take advantage of the Online price
by ordering online at www.freemanco.com/store

FREEMAN

5040 W Roosevelt Rd
Chicago, IL 60644

(773) 473-7080 Fax: (469) 621-5603
FreemanChicagoES@freemanco.com



**DISCOUNT PRICE
DEADLINE DATE
AUGUST 27, 2014**

**INCLUDE THE FREEMAN METHOD OF
PAYMENT FORM WITH YOUR ORDER**

NAME OF SHOW: **WORLD ROUTES 2014 / SEPTEMBER 21-23, 2014**

COMPANY NAME: _____ BOOTH #: _____ BOOTH SIZE: _____ X

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS: _____

For Assistance, please call (773) 473-7080 to speak with one of our experts.

For fast, easy ordering, go to www.freemanco.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 = _____ sq.ft.
\$ 17.90 per sq. ft. discount price
sq. ft. _____ x or _____ = \$ _____
\$ 26.85 per sq. ft. standard price

- Minimum order per graphic 9 sq. ft. (1296 sq. in.)
- Double sq. ft. for double-sided graphics
- Round sq. ft. 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 sq. ft.

File Information:

Electronic File Name _____

Application _____

PMS Colors _____

Backing Material:

- ☐ Foamcore ☐ Masonite
☐ PVC ☐ Plexi
☐ Gatorfoam ☐ Eco-Board
☐ Ultra-Board ☐ 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:

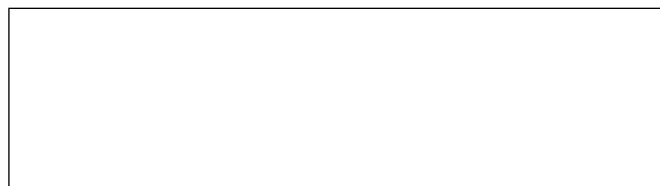
QTY.	Discount Price	Standard Price	TOTAL
7" x 11" @	33.15	49.75 =	
7" x 22" @	33.15	49.75 =	
7" x 44" @	46.55	69.85 =	
9" x 44" @	60.15	90.25 =	
11" x 14" @	33.15	49.75 =	
14" x 22" @	46.55	69.85 =	
14" x 44" @	93.15	139.75 =	
22" x 28" @	93.15	139.75 =	
28" x 44" @	188.10	282.15 =	
20" x 60" @	188.10	282.15 =	

(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 + 9.25 % Tax = Total Cost

FREEMAN graphics

CUSTOMER GUIDELINES FOR SUBMITTING GRAPHICS ARTWORK

Our desire 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. Two overall considerations for submitting acceptable artwork involves proper resolution or size of the file to avoid poor quality images, and proper color matching information and proofs to ensure accurate color reproduction.

PLEASE PROVIDE THE FOLLOWING WHEN SUBMITTING ART

Minimum requirements for original artwork, such as logos, when Freeman is providing design and layout:

- 300 dpi resolution at a size of 8 x 10 inches (higher resolution files will result in improved final product)

Minimum requirements for final artwork that Freeman will reproduce exactly as provided:

- 100 dpi resolution at full size of actual finished product

Minimum requirements for both:

- All related PMS and/or CMYK color codes (if submitting CMYK values, please supply accurate color swatches.)
- Accurate color proof print of artwork
- Contact name, phone number and e-mail address of art creator if applicable
- If submitting a "vector" file, include all fonts, or convert fonts to outlines or paths

ACCEPTABLE FILE SOFTWARE FORMATS

We are capable of working with both PC and MAC based software, and can accept art created with the following software programs (listed in order of preference):

- ADOBE—Illustrator, InDesign, and Photoshop
- COREL DRAW
- QUARK XPRESS

Files should always be saved in their native format.

ACCEPTABLE FILE TYPES

Files that Freeman **can use** in order of preference, include:

- EPS and AI (especially when submitting logos)
- TIF (especially when submitting photos)
- JPG (provided resolution is high enough for photo images; not recommended for logos)

File types that Freeman **cannot use** to reproduce high quality graphics include:

- GIF files
- Microsoft Office software files such as Word (.doc), or PowerPoint (.ppt) file types
- Self-extracting files, such as EXE or SEA files

WAYS TO SEND ARTWORK

• Artwork files that are of acceptable resolution as listed above will typically be too large to send via e-mail. Files may be saved and sent via overnight delivery on either a CD-ROM or a DVD, along with the hard-printed proof copy. (Floppy disks and zip drives are not a good option for sending large graphics files.)

• Files may also be posted to Freeman's FTP site. You may get the password and other needed information from your Freeman service representative in order to post files. However, a hard copy proof and backup of the files on CD-Rom/DVD are required and must be sent via overnight delivery in addition to posting the electronic files. Please call (773) 473-7080 for assistance.

EXHIBITOR BOOTH SET-UP / DISMANTLE INFORMATION

There are two options available to exhibitors to have their displays set-up and taken down at McCormick Place. Exhibitors can either set-up / dismantle their display with their own employees, or the exhibitor can hire union labor. The guidelines for both options are detailed below. If you have any questions, please contact Freeman.

(1) Consistent with safety and the skills and training necessary to perform the task, as determined by the Authority, an exhibitor and exhibitor employees ("Exhibitor employee" means any person who has been employed by the exhibitor as a full-time employee for a minimum of 6 months before the show's opening date) are permitted in a booth of any size with the use of the exhibitor's ladders and hand tools to:

- (i) Set-up and dismantle exhibits displayed on Authority premises;
- (ii) Assemble and disassemble materials, machinery, or equipment on Authority premises; and
- (iii) Install all signs, graphics, props, balloons, other decorative items, and the exhibitor's own drapery, including the skirting of exhibitor tables, on the Authority's premises.

(2) An exhibitor and exhibitor employees are permitted in a booth of any size to deliver, set-up, plug in, interconnect, and operate an exhibitor's electrical equipment, computers, audio-visual devices, and other equipment.

(3) An exhibitor and exhibitor employees are permitted in a booth of any size to skid, position, and re-skid all exhibitor material, machinery, and equipment on Authority premises.

Please note: (4) An exhibitor and exhibitor employees are prohibited at any time from using scooters, forklifts, pallet jacks, condors, scissor lifts, motorized dollies, or similar motorized or hydraulic equipment on Authority premises.

UNION JURISDICTIONS AT McCORMICK PLACE

Should you choose to utilize a contractor for your labor, the following guidelines apply at McCormick Place. (see McCormick Place forms for jurisdictions pertaining to services provided by McCormick Place):

McCormick Place is a union building, and jurisdictions are clearly established.

Straight Time, Overtime and Double Time Labor Invoicing will be in compliance per MPEA Legislation.

Above all, there should be no need for disputes. If there is a disagreement, contact your Floor Manager. They will contact the appropriate contractor, who will take up the matter with the appropriate union official. There are established procedures for settling disagreements and using them will prevent problems.

RIGGERS

Responsible for uncrating, unskidding, positioning and reskidding of all machinery.

TEAMSTERS

Responsible for the handling of all material (except machinery) in and out of the exhibit hall.

DISPLAY LABOR (Unified Labor Force Combining Carpenters and Decorators)

Responsible for uncrating of exhibits and display materials; installing and dismantling exhibits, including cabinets, fixtures, shelving units, furniture; laying of floor tile and carpets; hanging and installation of non-electric signs; rekrating of exhibits and machinery; installing and dismantling scaffolding, bleachers and ganging of chairs; installing of all drape, cloth and/or tacked fabric panels; and velcro signs.

HANGING SIGNS

Depending on the type of hanging sign, it will be assembled & installed by decorators or electricians. See Freeman hanging sign form and/or McCormick Place forms for jurisdictions.

CLEANING/PORTER SERVICE

Freeman is the exclusive cleaning contractor. No other cleaning services, including exhibitor appointed contractors are allowed to perform these services.

ELECTRICIANS

Labor must be ordered for the following: Distribution of electrical services overhead and under flooring, connection of all service to the building, connection of all services 208v and higher, assembly of truss, lighting, etc. that is suspended from the building structure.

SPECIAL NOTES: All labor is entitled to certain break times and lunch breaks.
Below is an approximate schedule:

Morning Breaks (approximately):	9:30 a.m.	to	9:45 a.m.
Lunch Schedules (approximately):	12:00 Noon	to	12:30 p.m.
Afternoon Breaks (approximately):	2:30 p.m.	to	2:45 p.m.

LEGISLATIVE CHANGES AT McCORMICK PLACE, CHICAGO, IL

STRAIGHT TIME WINDOW - EFFECTIVE 11/30/11

The Illinois General Assembly, the contractors, MPEA and the unions have all agreed to enact changes to expand the straight time window available to exhibitors. These windows are as follows:

Teamsters			
Sunday	Monday - Friday	Saturday	Holidays
Double Time for all time worked	Straight Time 6:00 am - 10:00 pm for any consecutive 8 hour period	Over Time for all time worked	Double Time for all time worked
	After the first 8 hours worked, Overtime until midnight		New Years Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Day
	Double Time from midnight to 6:00 am		

Riggers			
Sunday	Monday - Friday	Saturday	Holidays
Double Time for all time worked	Straight Time 6:00 am - 10:00 pm for any consecutive 8 hour period	Over Time 1st 8 hours worked	Double Time for all time worked
	After the first 8 hours worked, Overtime until midnight	Double Time after 8 consecutive hours worked	New Years Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Day
	Double Time from midnight to 6:00 am		

Decorators			
Sunday	Monday - Friday	Saturday	Holidays
Double Time	Straight Time 6:00 am - 10:00 pm for any consecutive 8 hour period	Over Time 1st 8 consecutive hours	Double Time for all time worked
	After the first 8 hours worked, Overtime until midnight	Double Time after 8 consecutive hours worked	New Years Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Day (8 total dates)
	Double Time from midnight to 6:00 am		

Carpenters			
Sunday	Monday - Friday	Saturday	Holidays
Double Time	Straight Time 8:00 am - 4:30 pm	Over Time 6:00 am - 6:30 pm	Double Time for all time worked
	Over Time after 4:30 pm and 8 consecutive hours worked until 8:30 pm • See below		New Years Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Day
	Double Time after 8:30 pm		
<ul style="list-style-type: none"> • If less than 8 hours worked 4:30 pm to 6:30 pm Over Time. After 6:30 pm Double Time. • Example: Carpenter worked 12:30 pm through 4:30 pm Carpenter shall be paid Over Time until 6:30 pm and Double Time after 6:30 pm. 			

Carpenters (Break of Show)	
Monday - Friday	Saturday
Straight Time for all hours worked until 8:30 p.m.	6:00 a.m. - 6:30 p.m. Over Time for all hours worked
Over Time until Midnight (This does not alter Over Time after 8 hours worked)	

Electricians			
Sunday	Monday - Friday	Saturday	Holidays
Double Time until Monday 7:00 am start time	Straight Time 6:00 am - 10:00 pm for any consecutive 8 hour time period	7:00 am or 8:00 am start shall be 8 Over Time for the 8 consecutive hours	Double Time for all time worked
	After the first 8 hours worked, Overtime until midnight	Double Time after 3:30 pm or 4:30 pm depending on start time	New Years Day Memorial Day Independence Day Labor Day, Thanksgiving Day, Christmas Day
	Double Time after midnight until 6:00 am		

F R E E M A N

5040 West Roosevelt Road
Chicago, Illinois 60644-1436

(773) 473-7080 • Fax (469) 621-5603

Email: FreemanChicagoES@freemanco.com



**DISCOUNT PRICE
DEADLINE DATE
AUGUST 27, 2014**

**INCLUDE THE FREEMAN METHOD OF
PAYMENT FORM WITH YOUR ORDER**

Freeman installation & dismantle labor

NAME OF SHOW: **WORLD ROUTES 2014 / SEPTEMBER 21-23, 2014**

COMPANY NAME _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS: _____

For Assistance, please call 773-473-7080 to speak with one of our experts.

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

DISPLAY LABOR (Half Hour Minimum per Worker)

Description	Advance Price Per Hour	Standard Price Per Hour
Straight Time - 8:00 a.m. to 4:30 p.m. Monday through Friday	\$ 140.70	\$ 182.90
Overtime - 4:30 p.m. to 8:30 p.m. Monday through Friday; 6:00 a.m. - 6:30 p.m. Saturday	\$ 211.05	\$ 274.35

****If a Display Laborer has not worked eight (8) straight time hours on that day between 8:00 a.m. and 4:30 p.m., Monday through Friday (Holidays excluded), Double Time rates will apply for that day during the hours of 6:30 p.m. to 8:30 p.m., Monday through Friday.****

Double Time - 8:30 PM - 8:00 AM Monday through Friday (unless noted above);

Before 6:00 a.m. and after 6:30 p.m. Saturday; ALL DAY Sunday and Holidays. \$ 281.40 \$ 365.80

NOTE: On the break of a show occurring on Monday through Friday, work performed from:

12:00 Noon to 8:30 P.M. shall be charged at Straight Time; from 8:30 P.M. to Midnight shall be charged at Overtime (time and a half).

(For shows that close prior to 12:00 Noon, Overtime charges will apply after 8 hours).

• **Straight Time, Overtime and Double Time Labor Invoicing will be in compliance per MPEA Legislation.**

• **Show Site prices will apply to all labor orders placed at show site.**

• Price is per person/per hour

• Start time guaranteed only when labor is requested for the start of the working day (8:00 a.m.), unless the official set up time begins later in the day.

• Half hour minimum per man--labor thereafter is charged in half (1/2) hour increments.

• Supervisor must check in at Service Desk to pick up laborers. Upon completion of work, supervisor must return to Service Desk to release laborers.

• Labor must be cancelled 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 supervising 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 and inbound shipping information with this order.

INSTALLATION LABOR

☐ **SUPERVISION BY FREEMAN I & D Please complete the information on the reverse side**

- 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: _____

☐ **SUPERVISION BY EXHIBITOR PERSONNEL**

Supervisor will be: _____ Phone Number: _____

Date	Time	No. of People	Approx. Hours	Total Hours	Hourly Rate	Total Estimated Cost
_____	_____	_____	x _____	= _____	@ \$ _____	= \$ _____
_____	_____	_____	x _____	= _____	@ \$ _____	= \$ _____
Freeman Supervision (30%/\$45.00)						= \$ _____
Total Installation						= \$ _____

DISMANTLE LABOR

☐ **SUPERVISION BY FREEMAN I & D Please complete the information on the reverse side**

- 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: _____

☐ **SUPERVISION BY EXHIBITOR PERSONNEL**

Supervisor will be: _____ Phone Number: _____

Date	Time	No. of People	Approx. Hours	Total Hours	Hourly Rate	Total Estimated Cost
_____	_____	_____	x _____	= _____	@ \$ _____	= \$ _____
_____	_____	_____	x _____	= _____	@ \$ _____	= \$ _____
Freeman Supervision (30%/\$45.00)						= \$ _____
Total Dismantle						= \$ _____

NAME OF SHOW: **WORLD ROUTES 2014 / SEPTEMBER 21-23, 2014**

COMPANY NAME: _____ BOOTH #: _____ BOOTH SIZE: _____ X

CONTACT NAME: _____ PHONE #: _____

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 AND YOU WILL NOT BE PRESENT TO SUPERVISE THE INSTALLATION AND/OR DISMANTLE.

INBOUND SHIPPING INFORMATION AND SET-UP INFORMATION:

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

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

Other (Specify) _____

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: _____

METHOD OF SHIPMENT

☐ FREEMAN EXHIBIT TRANSPORTATION

☐ Common Carrier

☐ Air Freight

☐ Next Day

☐ 2nd Day

☐ Deferred

☐ Expedited

☐ OTHER CARRIER: (Please indicate the carrier's name)

☐ Other Common Carrier: _____

☐ Other Air Freight: _____

☐ Van Line: _____

FREIGHT CHARGES

☐ Prepaid

☐ Collect

Bill To: _____

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

☐ Reroute via Freeman's choice

☐ Delivery back to warehouse at Exhibitor's Expense.

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

F R E E M A N

5040 West Roosevelt Road
Chicago, Illinois 60644-1436
(773) 473-7080 • Fax (469) 621-5603
Email: FreemanChicagoES@freemanco.com



WORLD ROUTES 2014

SEPTEMBER 21-23, 2014

MCCORMICK PLACE - West

IMPORTANT!!

BOOTH ABANDONMENT / EXCESSIVE TRASH REMINDER:

Exhibitors that leave excessive literature, display products and/or building materials in their contracted exhibit space at the end of the published move-out times will be deemed guilty of “material abandonment”. It is the sole responsibility of the Exhibitor to remove **all** trash, booth product and building materials from their booths by 10:00 p.m. on Wednesday, September 24, 2014.

Any charges incurred on behalf of show management to remove abandoned materials will be billed back to the Exhibitor by Freeman. If additional labor is required to remove abandoned materials, the additional labor charges will be billed back to the Exhibitor by Freeman. By executing the Exhibit Space Agreement, you have agreed to adhere to these rules and regulations.

Please review the Cleaning Services Order Form to secure adequate cleaning services, and communicate this information to your Exhibitor Appointed Contractor (EAC) or I&D House.

FREEMAN booth abandonment / excessive trash

F R E E M A N

R U S H

DO NOT DELAY

MUST DELIVER BY SEPTEMBER 10, 2014

TO: _____

EXHIBITOR NAME

C/O: FREEMAN

2500 WEST 35TH STREET

CHICAGO, IL 60632

WAREHOUSE

EVENT: **WORLD ROUTES 2014**

BOOTH NO: _____ NO. _____ OF _____ PCS

F R E E M A N

R U S H

DO NOT DELAY

MUST DELIVER BY SEPTEMBER 10, 2014

TO: _____

EXHIBITOR NAME

C/O: FREEMAN

2500 WEST 35TH STREET

CHICAGO, IL 60632

WAREHOUSE

EVENT: **WORLD ROUTES 2014**

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.

F R E E M A N

R U S H

DO NOT DELAY

CANNOT DELIVER BEFORE SEPTEMBER 18, 2014

TO:

EXHIBITOR NAME

C/O: FREEMAN

**MCCORMICK PLACE WEST
2301 S LAKE SHORE DR**

CHICAGO, IL 606161497

SHOW SITE

EVENT: *WORLD ROUTES 2014*

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

F R E E M A N

R U S H

DO NOT DELAY

CANNOT DELIVER BEFORE SEPTEMBER 18, 2014

TO:

EXHIBITOR NAME

C/O: FREEMAN

**MCCORMICK PLACE WEST
2301 S LAKE SHORE DR**

CHICAGO, IL 606161497

SHOW SITE

EVENT: *WORLD ROUTES 2014*

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.

DIRECTIONS to McCORMICK PLACE MARSHALLING AREA

North of Chicago to McCormick Place: Interstate 90 (Kennedy Expressway) to Interstate 55 North. Take I-55 North until it ends. Bear right and EXIT at Lake Shore Drive South (41 south). Proceed approximately $\frac{1}{2}$ mile and exit at 31st Street. Proceed up the exit ramp and bear right. Turn right at U-TURN BEFORE the stop light onto Moe Drive. If you went to the light you went too far. After making U-Turn go approximately $\frac{1}{4}$ of a mile to the first stop sign. Turn left at the Stop sign and, YOU ARE THERE!!!

West of Chicago to McCormick Place: Interstate 290 (Eisenhower Expressway) east to Interstate 94 (Dan Ryan Expressway). South on Interstate 94 (Dan Ryan Expressway) to Interstate 55 North. Take I-55 North until it ends. Bear right and EXIT at Lake Shore Drive South (41 south). Proceed approximately $\frac{1}{2}$ mile and exit at 31st Street. Proceed up the exit ramp and bear right. Turn right at U-TURN BEFORE the stop light onto Moe Drive. If you went to the light you went too far. After making U-Turn go approximately $\frac{1}{4}$ of a mile to the first stop sign. Turn left at the Stop sign and, YOU ARE THERE!!!

Southwest of Chicago to McCormick Place: Interstate 55 North until it ends. Bear right and EXIT at Lake Shore Drive South (41 south). Proceed approximately $\frac{1}{2}$ mile and exit at 31st Street. Proceed up the exit ramp and bear right. Turn right at U-TURN BEFORE the stop light onto Moe Drive. If you went to the light you went too far. After making U-Turn go approximately $\frac{1}{4}$ of a mile to the first stop sign. Turn left at the Stop sign and, YOU ARE THERE!!!

South of Chicago to McCormick Place: Interstate 94 (Dan Ryan Expressway) to Interstate 55 North (Stevenson Expressway). Take I-55 North until it ends. Bear right and EXIT at Lake Shore Drive South (41 south). Proceed approximately $\frac{1}{2}$ mile and exit at 31st Street. Proceed up the exit ramp and bear right. Turn right at U-TURN BEFORE the stop light onto Moe Drive. If you went to the light you went too far. After making U-Turn go approximately $\frac{1}{4}$ of a mile to the first stop sign. Turn left at the Stop sign and, YOU ARE THERE!!!

F R E E M A N

5040 West Roosevelt Road
Chicago, Illinois 60644-1436
(773) 473-7080 • Fax (469) 621-5603
Email: FreemanChicagoES@freemanco.com

TRUCK scale locations

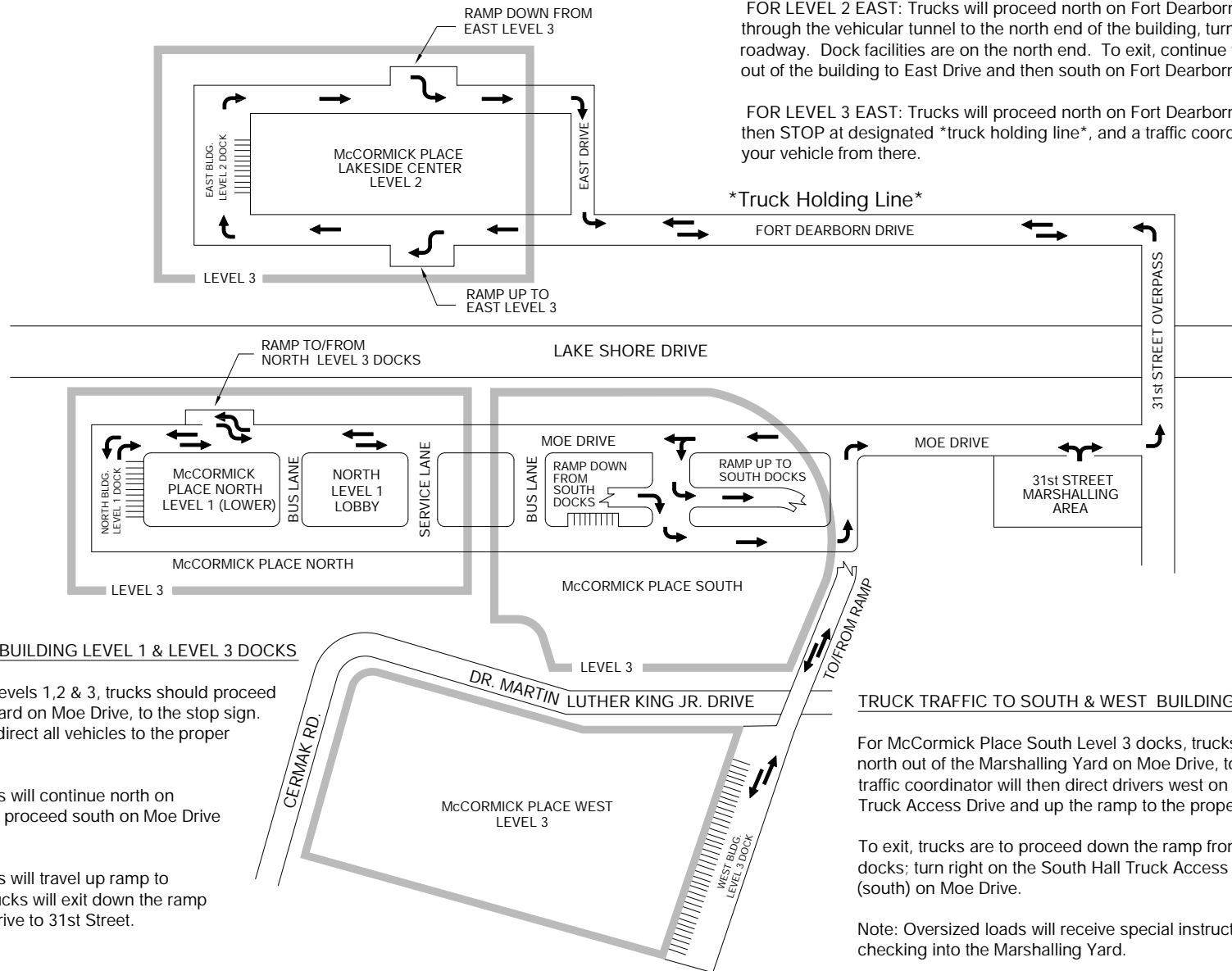
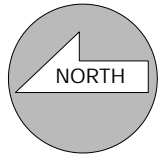
1. SOUTHSIDE FUEL CENTER
Truck Wash & Scale
970 W. Pershing Road (39th Street)
Chicago, IL 60609
(773) 523-1362
Cost: \$8 fee to go over scale

2. TRAVEL CENTERS OF AMERICA
A. 76 AUTO/TRUCK
Intersection of Interstate 55 & Interstate 53
(630) 739-7006
Hours: 7 days a week, 24 hour service
Cost: \$7 platform scale

B. Elgin West, Hampshire, IL
Intersection of Interstate 90 & Route 20
(847) 683-4550
Hours: 7 days a week, 24 hour service
Cost: \$6 platform scale

3. PETRO/Monee
Monee Manhattan road (Right off Interstate 57 at Milemarker 335)
(708) 534-0400
Hours: 7 days a week, 24 hour service
Cost: \$7 platform scale

PLEASE GIVE YOUR CARRIER THESE DIRECTIONS



TRUCK TRAFFIC TO LAKESIDE CENTER LEVEL 2 & LEVEL 3 DOCKS

To reach the Lakeside Center (East Building) trucks will leave the Marshalling Yard and travel over the 31st Street Overpass to Fort Dearborn Drive.

FOR LEVEL 2 EAST: Trucks will proceed north on Fort Dearborn Drive and continue through the vehicular tunnel to the north end of the building, turning east on inside roadway. Dock facilities are on the north end. To exit, continue through tunnel south out of the building to East Drive and then south on Fort Dearborn.

FOR LEVEL 3 EAST: Trucks will proceed north on Fort Dearborn Drive. They will then STOP at designated *truck holding line*, and a traffic coordinator will direct your vehicle from there.

TRUCK TRAFFIC TO NORTH BUILDING LEVEL 1 & LEVEL 3 DOCKS

For McCormick Place North Levels 1,2 & 3, trucks should proceed north out of the Marshalling Yard on Moe Drive, to the stop sign. A traffic coordinator will then direct all vehicles to the proper loading/unloading area.

FOR LEVEL 1 NORTH: Trucks will continue north on Moe Drive. To exit, trucks will proceed south on Moe Drive to 31st Street.

FOR LEVEL 3 NORTH: Trucks will travel up ramp to Level 3 dock area. To exit, trucks will exit down the ramp and proceed south on Moe Drive to 31st Street.

TRUCK TRAFFIC TO SOUTH & WEST BUILDING LEVEL 3 DOCKS

For McCormick Place South Level 3 docks, trucks should proceed north out of the Marshalling Yard on Moe Drive, to the stop sign. A traffic coordinator will then direct drivers west on the South Hall Truck Access Drive and up the ramp to the proper dock.

To exit, trucks are to proceed down the ramp from the Level 3 docks; turn right on the South Hall Truck Access Drive and left (south) on Moe Drive.

Note: Oversized loads will receive special instructions upon checking into the Marshalling Yard.

F R E E M A N

5040 West Roosevelt Road
Chicago, Illinois 60644-1436
(773) 473-7080 • Fax (469) 621-5603
Email: FreemanChicagoES@freemanco.com

McCORMICK PLACE TRUCK TRAFFIC ROUTES

F R E E M A N

5040 West Roosevelt Road
Chicago, Illinois 60644-1436
(773) 473-7080 • Fax (469) 621-5603
Email: FreemanChicagoES@freemanco.com

ALL FREIGHT MUST BE ACCOMPANIED BY A CERTIFIED SCALE TICKET

ALL DRIVERS MUST PROVIDE THE FOLLOWING INFORMATION ON THEIR BILLS OF LADING:

1. BOOTH NUMBER
2. EXHIBITOR'S NAME
3. SHIPPER'S NAME
4. PIECE SUMMARY
5. ACTUAL HEAVY & LIGHT WEIGHT CERTIFIED SCALE TICKETS
6. NET, GROSS AND TARE WEIGHT

PIECE SUMMARIES MUST BE BROKEN INTO THE FOLLOWING CATEGORIES:

1. CRATES (WOODEN BOXES)
2. CARTONS..... (CARDBOARD BOXES)
3. CARPETS..... (RUGS AND PADS)
4. SKIDS..... (PALLETS)
5. BUNDLES
6. MACHINES
7. MISCELLANEOUS (LOOSE OR UNPACKED ITEMS)

ALL BILLS MUST CONTAIN THIS INFORMATION BEFORE THE FREIGHT CLERK CAN ACCEPT THEM

WE REQUIRE TWO COPIES OF YOUR BILLS OF LADING

IF YOU CANNOT PROVIDE ANY OF THE REQUESTED
INFORMATION, PLEASE CONTACT YOUR DISPATCH
OR CHECK YOUR FREIGHT CLERK

PLEASE KEEP YOUR C.B. RADIO TUNED TO CHANNEL 35
WHILE IN THE McCORMICK PLACE COMPLEX

INBOUND freight procedures

F R E E M A N

5040 West Roosevelt Road
Chicago, Illinois 60644-1436
(773) 473-7080 • Fax (469) 621-5603
Email: FreemanChicagoES@freemanco.com

ALL DRIVERS MUST PROVIDE THE FOLLOWING INFORMATION TO PICK UP FREIGHT FROM A SHOW:

1. BOOTH NUMBER
2. EXHIBITOR'S NAME
3. DESTINATION OF THE FREIGHT
4. CARRIER'S NAME (OR BROKER'S NAME)
5. AREA WHERE VEHICLE IS PARKED

***IF THE LOAD HAS BEEN BROKERED OUT TO YOUR
COMPANY, YOU MUST HAVE THE EXHIBITOR OR THE
BROKER FAX FREEMAN A RELEASE ON THEIR
LETTERHEAD.***

***THE FAX NUMBER FOR THE MARSHALLING YARD IS
(312) 808-1709***

**WE MUST RECEIVE THE RELEASE BEFORE WE CAN
ISSUE THE HARDCARD TO PICK UP THE FREIGHT**

**THERE MAY BE A WAITING PERIOD BEFORE THE
FREIGHT IS READY TO BE PICKED UP
PLEASE WAIT IN THE MARSHALLING YARD UNTIL YOU
ARE ISSUED A BILL FROM THE FREIGHT CLERK**

**PLEASE KEEP YOUR C.B. RADIO TUNED TO CHANNEL 35
WHILE IN THE McCORMICK PLACE COMPLEX**

**IF YOU DO NOT HAVE ANY OF THE REQUESTED
INFORMATION PLEASE CONTACT YOUR DISPATCH
FOR ASSISTANCE**

OUTBOUND freight procedures

FREEMAN



5040 W Roosevelt Rd
Chicago, IL 60644
(773) 473-7080 Fax: (469) 621-5603
FreemanChicagoES@freemanco.com



OUTBOUND MATERIAL HANDLING AND SHIPPING LABELS

NAME OF SHOW: **WORLD ROUTES 2014 / SEPTEMBER 21-23, 2014**

COMPANY NAME: _____ BOOTH #: _____ BOOTH SIZE: _____ X

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

For Assistance, please call (773) 473-7080 to speak with one of our experts.

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

EVERY OUTBOUND SHIPMENT WILL REQUIRE A MATERIAL HANDLING AGREEMENT AND LABELS. WE WOULD BE HAPPY TO PREPARE THESE FOR YOU IN ADVANCE AND WILL DELIVER THEM TO YOUR BOOTH AT SHOW SITE TO REVIEW AND SIGN. TO TAKE ADVANTAGE OF THIS SERVICE, PLEASE COMPLETE AND RETURN THIS FORM.

SHIPPING INFORMATION

FROM: SHIPPER/EXHIBITOR NAME: _____

BILLING ADDRESS: _____

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

SHIP TO: COMPANY NAME: _____

DELIVERY ADDRESS: _____

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

PHONE#: _____ ATTN: _____

SPECIAL INSTRUCTIONS: _____

METHOD OF SHIPMENT

PLEASE CHECK DESIRED METHOD OF SHIPMENT BELOW

FREEMAN EXHIBIT TRANSPORTATION

- ☐ 1 Day: Delivery next business day
- ☐ 2 Day: Delivery by 5:00 P.M. second business day
- ☐ Expedited
- ☐ Deferred: Delivery within 3-4 business days
- ☐ Standard Ground
- ☐ Specialized: Pad wrapped, uncrated, or truckload

☐ OTHER COMMON CARRIER _____

☐ OTHER VAN LINE _____

☐ OTHER AIR FREIGHT _____

☐ Next Day ☐ 2nd Day ☐ Deferred

CARRIER PHONE #: _____

Once your shipment is packed and ready to be picked up, please return the Material Handling Agreement to the Exhibitor Services Center.

Verify the piece count, weight and that a signature is on the Material Handling Agreement prior to shipping out.

SHIPMENTS WITHOUT PAPERWORK TURNED IN WILL BE RETURNED TO OUR WAREHOUSE AT EXHIBITOR'S EXPENSE.

Freeman will make arrangements for all Freeman Exhibit Transportation shipments. Arrangements for pick-up by other carriers is the responsibility of the exhibitor. During exhibitor move-out, when time permits, Freeman will attempt a courtesy phone call to your carrier to confirm the scheduled pick-up.

DESIRED NUMBER OF LABELS: _____

MATERIAL HANDLING

YOU ARE ENTERING A CONTRACT WHICH LIMITS YOUR POSSIBLE RECOVERY IN CASE OF LOSS OR DAMAGE. Acceptance of said terms and conditions will be construed when any of the following conditions are met: This Material Handling Agreement (MHA) is signed; Exhibitor's materials are delivered to Freeman's warehouse or to an event site for which Freeman is the Official Show Contractor; or an order for labor and/or rental equipment is placed by Exhibitor with Freeman.

1. **DEFINITIONS.** For purposes of this Contract, Freeman means Freeman Decorating Services, Inc., and its employees, directors, officers, agents, assigns, affiliated companies, and related entities. The term "Exhibitor" means the Exhibitor, its employees, agents, representatives, any Exhibitor Appointed Contractors ("EAC"), and any persons receiving services from Freeman.

2. **PACKAGING/CRATES AND STORAGE.** Freeman shall not be responsible for damage to loose or uncrated materials, padwrapped or shrink-wrapped materials, glass breakage, concealed damage, carpets in bags or poly, or improperly packed or labeled materials. Freeman shall not be responsible for crates and packaging which are unsuitable for handling, in poor condition, or have prior damage. Crates and packaging should be of a design to adequately protect contents for handling by forklift and similar means. Freeman will not accept any crates or packaging containing hazardous materials. Goods requiring cold storage and those in accessible storage are stored at Exhibitor's own risk. **FREEMAN ASSUMES NO RESPONSIBILITY OR LIABILITY FOR LOSS OR DAMAGE TO GOODS IN COLD STORAGE OR ACCESSIBLE STORAGE.**

3. **EMPTY CONTAINERS.** Empty container labels will be available at the show site service desk. Affixing labels to the containers is the sole responsibility of Exhibitor or its representative. All previous labels must be removed or obliterated. Freeman assumes no responsibility for: error in the above procedures; removal of containers with old empty labels and without Freeman labels; or improper information on empty labels. **FREEMAN WILL NOT BE LIABLE FOR LOSS OR DAMAGE TO CRATES AND CONTAINERS OR THEIR CONTENTS WHILE SAME ARE IN EMPTY CONTAINER STORAGE.**

4. **INBOUND/OUTBOUND SHIPMENTS.** There may be a lapse of time between the delivery of shipment(s) to the booth and the arrival of Exhibitor, or a lapse of time between the completion of packing and the actual pickup of materials from the booths for loading onto a carrier and *during such times, Exhibitor materials will be left unattended.* **FREEMAN IS NOT RESPONSIBLE OR LIABLE FOR ANY LOSS, DAMAGE, THEFT, OR DISAPPEARANCE OF EXHIBITOR'S MATERIALS AFTER THEY HAVE BEEN DELIVERED TO EXHIBITOR'S BOOTH AT SHOW SITE OR BEFORE THEY HAVE BEEN PICKED UP FOR RELOADING AT THE CONCLUSION OF THE EVENT.** Freeman recommends the securing of security services from Facility or Show Management. All MHA's submitted to Freeman by Exhibitor will be checked at the time of pickup from the booth and corrections will be made where discrepancies exist between the quantities of items on any form submitted to Freeman and the actual count of such items in the booth at the time of pickup.

5. **DELIVERY TO THE CARRIER FOR RELOADING.** Freeman assumes no responsibility for loss, damage, theft, or disappearance of Exhibitor's materials after same have been delivered to Exhibitor's appointed carrier, shipper, or agent for transportation after the conclusion of the show. Freeman loads the materials onto the carrier under directions from the carrier or driver of that carrier. Any loading onto the carrier will be understood to be under the exclusive supervision and control of the carrier or driver of that carrier. **FREEMAN ASSUMES NO RESPONSIBILITY FOR LOSS, DAMAGE, THEFT OR DISAPPEARANCE OF EXHIBITOR'S MATERIALS THAT ARISES OUT OF IMPROPERLY LOADED OR LABELED MATERIALS.**

6. **DESIGNATED CARRIERS.** Freeman shall have the authority to change the Exhibitor designated carrier if that carrier does not pick up the shipment(s) at the appointed time. Where no disposition is made by Exhibitor, materials may be taken to a warehouse to await Exhibitor's shipping instructions and Exhibitor agrees to be responsible for charges relating to such rerouting and handling. In no event shall Freeman be responsible for any loss resulting from such rerouting designation.

7. **FORCE MAJEURE.** Freeman's performance hereunder is subject to, and Freeman shall not be responsible for loss, delay, or damage due to, strike, lockouts, work stoppages, natural elements, vandalism, Act of God, civil disturbances, power failures, explosions, acts of terrorism or war, or for any other cause beyond Freeman's reasonable control, nor for ordinary wear and tear in the handling of materials.

8. **CLAIM(S) FOR LOSS.** Exhibitor agrees that any and all claims for loss or damage must be submitted to Freeman immediately at the show site, and in any case not later than *thirty (30) business days* after the conclusion of the show or exposition. (For purposes of claim reporting, the "conclusion" of the show shall be construed as the time when Exhibitor's materials are delivered to the carrier for transportation from the show site or from Freeman's warehouse). All claims reported after thirty (30) days will be rejected. In no event shall a suit or action be brought against Freeman *more than two (2) years* after the date of loss or damage occurred.

a. **PAYMENT FOR SERVICES MAY NOT BE WITHHELD.** In the event of any dispute between the Exhibitor and Freeman relative to any loss, damage, or claim, Exhibitor shall not be entitled to and shall not withhold payment, or any partial payment, due Freeman for its services as an offset against the amount of any alleged loss or damage. Any claims against Freeman shall be considered a separate transaction and shall be resolved on their own merits.

b. **MAXIMUM RECOVERY.** If found liable for any loss, Freeman's sole and exclusive **MAXIMUM** liability for loss or damage to Exhibitors materials and Exhibitor's sole and exclusive remedy is limited to \$.50 (USD) per pound per article with a maximum liability of \$100.00 (USD) per item, or \$1,500.00 (USD) per shipment whichever is less. All shipment weights are subject to correction and final charges determined by the actual or re-weighed weight of the shipment.

c. **LIMITATION OF LIABILITY.** IN NO EVENT SHALL FREEMAN BE LIABLE TO THE EXHIBITOR OR TO ANY OTHER PARTY FOR SPECIAL, COLLATERAL, EXEMPLARY, INDIRECT, INCIDENTAL, OR CONSEQUENTIAL DAMAGES, WHETHER SUCH DAMAGES OCCUR EITHER PRIOR OR SUBSEQUENT TO, OR ARE ALLEGED AS A RESULT OF, TORTIOUS CONDUCT, FAILURE OF THE EQUIPMENT OR SERVICES OF FREEMAN OR BREACH OF ANY OF THE PROVISIONS OF THIS CONTRACT, REGARDLESS OF THE FORM OF ACTION, WHETHER IN CONTRACT OR IN TORT, INCLUDING STRICT LIABILITY AND NEGLIGENCE, EVEN IF FREEMAN HAS BEEN ADVISED OR HAS NOTICE OF THE POSSIBILITY OF SUCH DAMAGES. SUCH EXCLUDED DAMAGES INCLUDE BUT ARE NOT LIMITED TO LOST PROFITS, LOSS OF USE, AND INTERRUPTION OF BUSINESS OR OTHER CONSEQUENTIAL OR INDIRECT ECONOMIC LOSSES.

9. **DECLARED VALUE.** Declarations of Declared Value are between the Exhibitor and the selected Carrier ONLY, and are in no way an extension of Freeman's maximum liability stated herein. Freeman will use commercially reasonable efforts to transmit the Declared Value instructions to the selected Carrier; however, **FREEMAN WILL NOT BE LIABLE FOR ANY CLAIM ARISING FROM THE TRANSMITTAL OF, OR FAILURE TO TRANSMIT, DECLARED VALUE INSTRUCTIONS TO THE CARRIER NOR FOR FAILURE OF THE CARRIER TO UPHOLD THE DECLARED VALUE OR ANY OTHER TERM OF CARRIAGE.**

10. **JURISDICTION / VENUE.** THIS CONTRACT SHALL BE CONSTRUED UNDER THE LAWS OF THE STATE OF TEXAS WITHOUT GIVING EFFECT TO ITS CONFLICT OF LAWS RULES. EXCLUSIVE VENUE FOR ALL DISPUTES ARISING OUT OF OR RELATING TO THIS CONTRACT SHALL RESIDE IN A COURT OF COMPETENT JURISDICTION IN DALLAS COUNTY, TEXAS.

11. **INDEMNIFICATION.** Exhibitor agrees to indemnify and forever hold harmless Freeman and its employees, directors, officers, and agents from and against any and all demands, claims, causes of action, fines, penalties, damages (including consequential), liabilities, judgments, and expenses (including but not limited to reasonable attorneys' fees and investigation costs) arising out or contributed to by Exhibitor's negligent supervision of any labor secured through Freeman; Exhibitor's negligence, willful misconduct, or deliberate act, or the negligence, willful misconduct, or deliberate act of Exhibitor's employees, agents, representatives, customers, invitees and/or any Exhibitor Appointed Contractors (EAC) at the show or exposition to which this Contract relates, including but not limited to the misuse, improper use, unauthorized alteration, or negligent handling of Freeman's equipment; Exhibitor's violation of Federal, State, County or Local ordinances; and/or Exhibitor's violation of Show Regulations and/or Rules as published and set forth by Facility and/or Show Management.

12. **LIEN.** Exhibitor grants Freeman a security interest in and a lien on all of Exhibitor's goods (including without limitation all equipment) that is from time to time in the possession of Freeman and all the proceeds thereof, including without limitation insurance proceeds (the "Collateral"), to secure the prompt and full payment and performance of all Exhibitor's indebtedness for monies paid, by Freeman on its behalf, services performed, materials and/or labor from time to time provided by Freeman to or for the benefit of Exhibitor ("Obligations"). Freeman shall have all the rights and remedies of a secured party under the Uniform Commercial Code, as may be amended from time to time ("UCC"), and any notice that Freeman is required to give under the UCC of a time and place of a public sale or the time after which any private sale or other intended disposition of any Collateral is to be made shall be deemed to constitute reasonable notice if such notice is mailed by registered or certified mail at least five (5) days prior to such action. Freeman may hold and not deliver any of the Collateral to Exhibitor for so long as there are any Obligations that remain unpaid or unsatisfied.

13. **WAIVER & RELEASE.** Exhibitor, as a material part of the consideration to Freeman for material handling services, waives and releases all claims against Freeman with respect to all matters for which Freeman has disclaimed liability pursuant to the provisions of this Contract.

14. **DRIVER LIABILITY WAIVER.** IN CONSIDERATION OF FREEMAN PERMITTING ENTRANCE TO THE PREMISES, YOU, YOUR EMPLOYER, THE OWNER OF THE TRUCK AND/OR EQUIPMENT THAT YOU ARE OPERATING (TRUCKOWNER) AND YOU AS AGENT OF YOUR EMPLOYER AND THE TRUCKOWNER, HEREBY ASSUME ALL RISK OF INJURY OR HARM TO YOURSELF AND OTHERS AND DAMAGE TO YOUR PROPERTY AND PROPERTY BELONGING TO YOUR EMPLOYER OR OTHERS ARISING FROM YOUR ACTIVITIES WHILE BEING PERMITTED TO ENTER THE PREMISES. YOU AGREE TO ENTER AT YOUR OWN RISK. YOU HAVE FULL KNOWLEDGE OF ANY RISK INVOLVED IN THIS ACTIVITY. YOU RECOGNIZE THE HAZARDS AND ARE AWARE OF ALL THE RULES FOR SAFE OPERATION. YOUR EMPLOYER, THE TRUCKOWNER, AND YOU AGREE TO INDEMNIFY AND HOLD HARMLESS FREEMAN, ITS EMPLOYEES, OFFICERS, DIRECTORS, AGENTS, ASSIGNS, AFFILIATED COMPANIES AND RELATED ENTITIES, AGAINST ANY AND ALL LIABILITY, ACTIONS, CLAIMS, AND DAMAGES OF ANY KIND WHATSOEVER ARISING FROM YOUR ACTIVITIES WHILE BEING PERMITTED TO ENTER THE PREMISE.

PAYMENT & LABOR

YOU ARE ENTERING A CONTRACT WHICH LIMITS YOUR POSSIBLE RECOVERY IN CASE OF LOSS OR DAMAGE.

The terms and conditions set forth below become a part of the Contract between FREEMAN and you, the EXHIBITOR. Acceptance of said terms and conditions will be construed when any of the following conditions are met:

- THE METHOD OF PAYMENT FORM IS SIGNED; OR
- AN ORDER FOR LABOR, SERVICES AND/OR RENTAL EQUIPMENT IS PLACED BY EXHIBITOR WITH FREEMAN; OR
- WORK IS PERFORMED ON BEHALF OF EXHIBITOR BY LABOR SECURED THROUGH FREEMAN.

DEFINITIONS

For purposes of this Contract, "FREEMAN" or "The Freeman Companies" means Freeman Decorating Services, Inc., Freeman Decorating Ltd., Freeman Exhibit, AVW-TELAV Inc., Freeman Transportation, Hoffend Xposition, Stage Rigging, Inc., Kerry Technical Services, TFC, Inc., Freeman Electrical Services, and their respective employees, directors, officers, agents, assigns, affiliated companies, and related entities including, but not limited, to any subcontractors FREEMAN may appoint. The term "EXHIBITOR" means the Exhibitor, its employees, agents, representatives, and any Exhibitor Appointed Contractors ("EAC").

PAYMENT TERMS

Full payment, including any applicable tax, is due in advance or at show site. All payments must be in U.S. funds and all checks must be drawn on a U.S. bank. Orders received without advance payment or after the deadline date will incur additional After Deadline charges as indicated on each order form. All materials and equipment are on a rental basis for the duration of the show or event and remain the property of FREEMAN except where specifically identified as a sale. All rentals include delivery, installation, and removal from EXHIBITOR'S booth. In case of cancellation of any orders or services by EXHIBITOR, a one-hour "per person, per hour" charge will be applied for all labor orders that are not canceled in writing at least 24 hours prior to the scheduled start time. If Prestige Carpet, Custom-Cut Carpet, Modular Rental Exhibits and any other custom-order items or services have already been provided at the time of cancellation, fees will remain at 100% of the original charge. If the Show or Event is canceled because of reasons beyond FREEMAN'S control, EXHIBITOR remains responsible for all charges for services and equipment provided up to and including the date of cancellation. FREEMAN will not issue refunds to EXHIBITOR of any payments made before the date of cancellation. It is EXHIBITOR'S responsibility to advise the FREEMAN Service Center Representative of problems with any orders, and to check the EXHIBITOR'S invoice for accuracy prior to the close of the Show or Event. If EXHIBITOR is exempt from payment of sales tax, FREEMAN requires an exemption certificate for the State in which the services are to be used. Resale certificates are not valid unless EXHIBITOR is rebilling these charges to its customers. For International EXHIBITORS, FREEMAN requires 100% prepayment of advance orders, and any order or services placed at show site must be paid at the show. For all others, should there be any pre-approved unpaid balance after the close of the show; terms will be net, due and payable in DALLAS, TEXAS upon receipt of invoice. 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%, and future orders will be on a prepaid basis only. 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 past due invoices or invoice balances are placed with a collection agency or attorney for collection or suit, EXHIBITOR agrees to pay all legal and collection costs. THESE PAYMENT TERMS AND CONDITIONS SHALL BE GOVERNED BY AND CONSTRUED IN ACCORDANCE WITH THE LAWS OF THE STATE OF TEXAS. In the event of any dispute between the EXHIBITOR and FREEMAN relative to any loss, damage, or claim, such EXHIBITOR 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 claims against FREEMAN shall be considered a separate transaction, and shall be resolved on its own merits. FREEMAN reserves the right to charge EXHIBITOR for the difference between the EXHIBITOR'S estimate of charges and the actual charges incurred by EXHIBITOR, or for any charges that FREEMAN may be obligated to pay on behalf of EXHIBITOR, including without limitation, any shipping charges. If EXHIBITOR provides a credit card for payment and charges are rejected by the EXHIBITOR'S credit card company for any reason, FREEMAN hereby provides notice that it reserves the right, and EXHIBITOR authorizes FREEMAN, to continue to attempt to secure payment through that credit card for as long as unpaid balances remain on the EXHIBITOR'S account.

ELECTRICAL

Claims will not be considered, or adjustments made unless filed in writing, by Exhibitor, prior to the close of the event. Freeman is not responsible for any damage or loss caused by the loss of power beyond its control and Exhibitor agrees to hold Freeman, its officers, directors, employees and agents harmless from such power loss. IN NO EVENT SHALL FREEMAN BE LIABLE FOR ANY INDIRECT OR CONSEQUENTIAL DAMAGES (INCLUDING WITHOUT LIMITATION LOST PROFITS) EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, WHETHER UNDER THEORY OF CONTRACT, TORT (INCLUDING NEGLIGENCE), PRODUCTS LIABILITY OR OTHERWISE. Exhibitor shall indemnify and hold harmless Freeman, its officers, directors, employees, and agents from and against any and all claims, liabilities, damages, fines, penalties or costs of whatsoever nature (including reasonable attorneys' fees) arising out of or in any way connected with Exhibitor's actions or omissions under this Agreement.

LABOR UNDER THE SUPERVISION OF EXHIBITOR

RESPONSIBILITIES:

EXHIBITOR shall be responsible for the performance of labor provided under this option. It is the responsibility of EXHIBITOR to supervise labor secured through FREEMAN in a reasonable manner as to prevent bodily injury and/or property damage and also to direct them to work in a manner that is in compliance with FREEMAN'S Safe Work Rules and/or Federal, State, County and Local ordinances, rules and/or regulations, including but not limited to Show or Facility Management rules and/or regulations. It is the responsibility of EXHIBITOR to check in with the Service Desk to pick up labor, and to return to the Service Desk to release labor when the work is completed.

INDEMNIFICATION:

EXHIBITOR agrees to indemnify, hold harmless, and defend FREEMAN from and against any and all demands, claims, causes of action, fines, penalties, damages, liabilities, judgments, and expenses (including but not limited to reasonable attorneys' fees and investigation costs) for bodily injury, including any injury to FREEMAN employees, and/or property damage arising out of work performed by labor provided by FREEMAN but supervised by EXHIBITOR. Further, the EXHIBITOR'S indemnification of FREEMAN includes any and all violations of Federal, State, County or Local ordinances, "Show Regulations and/or Rules" as published and/or set forth by Facility or Show Management, and/or directing labor provided by FREEMAN to work in a manner that violates any of the above rules, regulations, and/or ordinances.

IMPORTANT

PLEASE REFER TO FREEMAN'S "MATERIAL HANDLING TERMS & CONDITIONS" AS IT RELATES TO MATERIAL HANDLING SERVICES AND TO THE "SERVICE REQUEST & SHIPPING INSTRUCTIONS CONTRACT" AS IT RELATES TO TRANSPORTATION SERVICES. CONTRACT TERMS DEPEND ON THE NATURE OF SERVICES SECURED BY EXHIBITOR THROUGH FREEMAN. TERMS & CONDITIONS MAY VARY FOR EACH TYPE OF SERVICE ORDERED THROUGH FREEMAN.

Freeman REV 4.12

MOTOR CARGO

MOTOR CARGO SERVICE REQUEST AND SHIPPING INSTRUCTIONS CONTRACT

This Contract establishes your legal obligations with regard to the property described herein being shipped with Freeman Transportation. It specifically limits your rights and possible recovery if your property is lost or damaged. You must accept all terms and conditions of this Contract. You confirm that you have read and agree with all the terms and conditions of this Contract by receipt without contest. This Contract may not be waived or varied, except in writing, and then only by an authorized representative of Freeman.

1. **DEFINITIONS.** In this Contract, "Freeman" means Freeman Decorating Services, Inc., and its respective employees, officers, directors, agents, assigns, affiliated companies, and related entities including any contractors appointed by Freeman. The term "Shipper" means the person or business for whom the property is being transported, and includes their respective employees, officers, directors, agents, assigns, affiliated companies, and contractors appointed by the Shipper, excluding only Freeman. "Property" is all objects of any type received from the Shipper for transport by Freeman as described herein. "Consignee" is the party to whom Shipper has designated the goods are to be delivered.

2. **FINAL CONTRACT BETWEEN THE PARTIES.** In exchange for Shipper's payments and Freeman's services, which the parties have specified in this Contract, Freeman and Shipper each agree that this Contract shall govern their respective rights and obligations regarding transportation of Shipper's property. This Contract shall take effect when the property first comes into the physical possession of Freeman for inbound shipments and after loading on the applicable carrier for outbound shipments, and the responsibility of Freeman under same shall end when the property has been placed in the possession of the Consignee or the Consignee's designated agent. If any part or provision of this Contract is found by a court of competent jurisdiction to be void or unenforceable, the remainder of the Contract shall continue in full force and effect.

3. **FREEMAN'S RESPONSIBILITIES UNDER THE CONTRACT ARE LIMITED.** Freeman shall not be responsible for the performance of individuals or firms who are not under the direct supervision or control of Freeman. Freeman shall not be responsible for events or causes of loss, delay, or damage beyond its reasonable control, including (by way of illustration only, and not as a limitation on the breadth of this clause), strike, lockout, work slowdown or stoppage, power failure, breakdown of plant or machinery, facility failure, vandalism, theft, Act of God, effect of natural elements, riot, civil commotion or disturbance, terrorism, act of war or belligerent parties, and any other cause or causes beyond the reasonable control of Freeman. Freeman shall not be liable for delay caused by highway obstructions, or faulty or impassable highways, or lack of capacity of any highway, bridge, or ferry, or caused by breakdown or mechanical defects of vehicles or equipment, or from any cause other than the negligence of Freeman. Freeman shall not be bound to transport by any particular schedule, means, vehicle or otherwise, other than with reasonable dispatch.

4. **PACKAGING AND CRATES.** Shipper's property must be well packaged for safe and secure handling, storage and shipment using ordinary care. Freeman makes neither representation nor any warranty regarding the acceptability or suitability of any packaging system or procedure that Shipper might use for its property. Freeman shall not be responsible for damage to loose or uncrated materials, padwrapped or shrink-wrapped materials, glass breakage, concealed damage, carpets in bags or poly, or improperly packed or labeled materials. Crates and packaging should be of a design to adequately protect contents for handling by forklift and similar means. General guidance as to acceptable packaging systems and procedures may be found in publications such as the National Motor Freight Classification, published by the National Motor Freight Traffic Association.

5. **PERISHABLE GOODS.** Goods of a perishable nature are carried in dry trailers without environmental or atmospheric control or other special services unless Shipper states on the face of the "Service Request and Shipping Instructions" that the goods are to be carried in a refrigerated, heated, specially ventilated or otherwise specially equipped trailer. This carriage may be subject to additional charges. Shipper is responsible for bringing the goods to the proper temperature before loading the goods into the trailer, for the proper stowage of the goods within the trailer, and for setting the temperature (including maintenance and repair), during all times after the trailer is spotted by Freeman and before the trailer is received by Freeman. Freeman is not responsible for product deterioration caused by inherent vice, defects in the merchandise or transit times in excess of product shelf life. Refrigerated, heated, specially ventilated or otherwise specially equipped trailers are not equipped to change the temperature of goods (they are equipped only to maintain temperature). Shipper will give written notice of requested temperature setting of the thermostatic controls before receipt of the goods by Freeman. When a loaded trailer is received, Freeman will verify that the thermostatic controls are set to maintain trailer temperature as requested. Freeman is unable to determine whether the goods were at the proper temperature when they were loaded into the trailer or when the trailer is delivered to Freeman. Air temperature at the unit sensor will be maintained within a proper range of plus or minus 5 degrees Fahrenheit of the temperature requested by Shipper on the face of the "Service Request and Shipping Instructions" if the goods were at that temperature when loaded into the container and if the temperature controls were properly set when the container was loaded.

6. **REFUSED SHIPMENTS.** If the Consignee refuses a shipment tendered for delivery or if Freeman is unable to deliver a shipment because of fault or mistake of Freeman, Freeman's liability shall then become that of a warehouseman.

(a) Freeman shall promptly attempt to provide notice, by telephonic, electronic or written communication as provided on the face of these shipping instructions, if so indicated, to Shipper or the party, if any, designated in these instructions to receive notice.

(b) Storage charges, if applicable, shall start no sooner than the next business day following the attempted notification. Storage may be, at Freeman's option, in any location that provides reasonable protection against loss or damage. Freeman may place the shipment in public storage at the owner's expense and without liability to Freeman.

(c) If Freeman does not receive disposition instructions within 48 hours of the time of Freeman's attempted first notification, Freeman will attempt to issue a second and final confirmed notification. Such notice shall advise that if Freeman does not receive disposition instructions within 10 days of that notification, Freeman may offer the shipment for sale at a public auction and Freeman has the right to offer the shipment for sale. The amount of sale will be applied to Freeman's invoice for transportation, storage and other lawful charges. Shipper will be responsible for the balance of charges not covered by the sale of the goods. If there is a balance remaining after all charges and expenses are paid, such balance will be paid to the owner of the property sold hereunder, upon claim and proof of ownership.

(d) Where Freeman has attempted to follow the procedure set forth above and the procedure is not possible, nothing shall be construed to abridge the right of Freeman, at its option, to sell the property under such circumstances and in such manner as may be authorized by law.

(e) When perishable goods cannot be delivered and disposition is not given within a reasonable time, Freeman may dispose of property to the best advantage. When Freeman is directed by Consignee or Consignor to unload or deliver property at a particular location where Consignor, Consignee, or the Agent of either is not regularly located, Freeman's liability for the shipment shall terminate after unloading or delivery.

7. **INSURANCE. Freeman is NOT AN INSURER.** Shipper is responsible for obtaining insurance for its property. Freeman provides no insurance for Shipper or its property.

8. **LIMITATION ON SHIPPER'S RECOVERABLE DAMAGES.** Shipper understands that even if Shipper's property is lost, stolen, or damaged, Freeman does not pay replacement or restoration cost of any property. **FREEMAN'S MAXIMUM LIABILITY SHALL BE THE AMOUNT OF PROVEN ACTUAL VALUE NOT EXCEEDING THE LOWER OF THE FAIR MARKET VALUE (THE "FAIR MARKET VALUE" EQUALS THE AS IS WHERE IS PRICE FOR THE PROPERTY AT THE LOCATION OF THE SHOW TO WHICH PRICE A WILLING BUYER AND A WILLING SELLER WOULD AGREE IN AN ORDINARY COURSE OF BUSINESS, ARM'S LENGTH SALE.) OR \$25.00**

(USD) PER POUND OF CARGO LOST OR DAMAGED UNLESS AT THE TIME OF SHIPMENT SHIPPER MAKES A DECLARATION OF VALUE FOR CARRIAGE IN THE SPACE DESIGNATED ON THE SHIPPING INSTRUCTIONS AND PAYS THE APPROPRIATE VALUATION CHARGE. Even if Shipper has made a declaration of value, liability shall never exceed the depreciated original invoice value or the fair market value of the property, whichever is less. The value per pound for applying declared valuation charges shall be determined by dividing Shipper's declared value for carriage by the actual weight of the shipment. In all cases not prohibited by law, where a lower value than the actual value of the said property has been stated in writing by Shipper or has been agreed upon in writing as the released value of the property upon which the rate is based, such lower value plus freight charges, if paid, shall be the maximum recoverable amount for loss or damage. **Notwithstanding the above limitations, all shipments containing the following items of extraordinary value are limited to a maximum declared value of \$500.00 (USD):** (a) Artworks and objects of art, including without limitation, original paintings, drawings, etchings, watercolors, tapestries and sculptures or prototypes; (b) Clocks, jewelry, including costume jewelry, furs, and fur-trimmed clothing; (c) Personal effects, including without limitation, papers and documents; or (d) Coin money, currency, gift certificates, debit cards, credit cards, and any other items of extraordinary value.

Any declared value in excess of the maximums allowed herein is null and void, and the acceptance by Freeman for carriage of any shipment with a declared value in excess of the allowed maximums does not constitute a waiver of these maximums. In any event, (excluding small package program shipments) **FREEMAN'S MAXIMUM LIABILITY WILL NEVER BE MORE THAN \$100,000 PER SHIPMENT.** Shipper understands that even if Shipper is not able to participate or fully participate in a Show due to loss of, theft of, or damage to their property, Freeman shall not be liable or responsible for damages identified by the terms (by way of example only and not in limitation of the breadth of this clause) such as the following: consequential damages, loss of use damages, loss of profits damages, business interruption damages, delay damages, special damages, collateral damages, exemplary damages, damages awarded for gross negligence, direct damages, indirect damages, or damages for failure of performance, breach of contract damages, fraud damages, or any other sort of damage for tort or breach of contract. This limitation shall bind the parties: **(A) WHENEVER OR WHEREVER THE CLAIMED LOSS OR DAMAGE MAY OCCUR; (B) EVEN THOUGH THE ALLEGED LOSS OR DAMAGE IS CLAIMED TO RESULT FROM NEGLIGENCE, STRICT LIABILITY, PRODUCTS LIABILITY, BREACH OF CONTRACT, BREACH OF STATUTE OR REGULATION, OR ANY OTHER LEGAL THEORY OR CAUSE, AND; (C) EVEN THOUGH FREEMAN MAY HAVE BEEN ADVISED OR BE ON NOTICE OF THE POSSIBILITY OR EVEN THE PROBABILITY OF SUCH DAMAGES.**

9. **SHIPPER'S RESPONSIBILITIES AND INDEMNIFICATION:** (a) Shipper must pay in full for the services rendered under this Agreement at the time the services are requested. The existence of a dispute between Shipper and Freeman relative to any claim or other matter shall have no bearing on this duty of payment. No claim may be submitted by or on behalf of Shipper to Freeman unless Shipper's account is current.

(b) Shipper understands and acknowledges that Freeman does not accept or transport illegal or hazardous materials of any kind or nature. Shipper warrants and will ensure that its property is inert, and contains no Hazardous Substances, Hazardous Materials, Chemicals, Gases, Explosives, Radioactive Materials, Biologically hazardous agents, or any other substance, matter or object in any form that could pose a threat to the health or safety of Freeman or persons, property, or the public welfare in general. Such goods may be warehoused at owner's risk and expense or destroyed without compensation.

(c) Shipper shall defend and indemnify Freeman, its employees, directors, officers, and agents from and against any and all demands, claims, causes of action, fines, penalties, damages (including consequential), liabilities, judgments, and expenses (including but not limited to reasonable attorneys' fees and investigation costs) on account of personal injury, death, or damage to or loss of property or profits arising out of or contributed to by any of the following: Shipper's negligence, willful misconduct, or deliberate act; Shipper's violation of Federal, State, County or Local ordinances; Shipper's violation of Show Regulations and/or Rules as published and set forth by Facility and/or Show Management; and/or Shipper's failure to comply with subsection (b) of this section regarding the inclusion of any dangerous substances in the property placed with Freeman.

10. **CLAIMS.** Claims must be filed in writing within nine (9) months after the date of delivery of the property (or in the case of export traffic, within nine (9) months after delivery at the port of export), except that claims for failure to make delivery must be filed within nine (9) months after a reasonable time for delivery has elapsed. Suits for loss, damage, or delay shall be instituted against Freeman no later than two (2) years and one (1) day from the day when written notice is given by Freeman to the claimant that Freeman has disallowed the claim or any part or parts of the claim specified in the notice. Shipper shall deliver notice of claim for loss or damage by hand, U.S. mail, courier, facsimile, or electronic means to Cunningham Lindsey US, Inc., P.O. Box 703689, Dallas, TX 75370, as soon as loss or damage is discovered. The notice of claim shall invite a prompt joint survey of the damage, at a time and place to be agreed between the parties, and such survey shall go forward promptly. However, if in any case the property is received by the Consignee or the Consignee's agent without notice of loss or damage to property being served on Freeman within 15 calendar days of the receipt of the property, it is agreed between Freeman and Shipper that in that instance the presumption shall arise that the property was delivered in proper quantity and in good condition. Claims filed more than nine (9) months following the date on which the property was delivered or should have been delivered are agreed to be forever time barred.

11. **CHOICE OF FORUM / ARBITRATION.** THIS CONTRACT SHALL BE CONSTRUED UNDER THE LAWS OF THE STATE OF TEXAS WITHOUT GIVING EFFECT TO ITS CONFLICT OF LAWS RULES. EXCLUSIVE VENUE FOR ALL DISPUTES ARISING OUT OF CONTRACT, TORT, COMMON LAW OR RELATING TO THE ENFORCEMENT OR INTERPRETATION OF THIS CONTRACT SHALL RESIDE IN A COURT OF COMPETENT JURISDICTION IN DALLAS COUNTY, TEXAS. Notwithstanding anything herein to the contrary, any controversy or claim arising out of or relating to this Agreement, or the breach thereof, shall be exclusively settled by arbitration administered by the American Arbitration Association in accordance with its Commercial Arbitration Rules and judgment on the award rendered by the arbitrator(s) may be entered by any court having jurisdiction thereof.

12. **MISCELLANEOUS.** (a) Shipper warrants the accuracy of the weight and dimension data furnished in this Contract; (b) Shipper understands that once its property is shipped by Freeman pursuant to the instructions contained in this Contract, Shipper has no right to control the shipment, stop the shipment in transit, or divert or reschedule same. (c) Shipper agrees that this Contract may be provided to any third party, including common or contract carriers of cargo by air, water, rail, or road, for the purpose of confirming the right of Freeman to control the handling of the property and all matters related to payment for the shipment. Shipper agrees that all shipments are subject to correction and final charges determined by the actual or re-weighted weight of the shipment.

13. **SMALL PACKAGE PROGRAM.** If items shipped via Freeman's Small Packages program are lost, damaged or destroyed while in Freeman's possession, **FREEMAN'S MAXIMUM LIABILITY SHALL BE \$100 per package UNLESS AT THE TIME OF SHIPMENT SHIPPER MAKES A DECLARATION OF VALUE IN THE SPACE DESIGNATED ON THE SHIPPING INSTRUCTIONS AND PAYS THE APPROPRIATE VALUATION CHARGE.** If small packages are received by the Shipper and notice of loss or damage is not received by Freeman within 15 days of the delivery of the property, the parties agree that the presumption shall arise that the property was delivered in proper quantity and in good condition.

AIR CARGO SERVICE REQUEST AND SHIPPING INSTRUCTIONS CONTRACT

In tendering this shipment, the Shipper and Consignee agree to these TERMS which no agent or employee of the parties may alter. This Air Service Request and Shipping Instruction Contract is NON-NEGOTIABLE and has been prepared by Shipper, or if by Freeman or another on Shipper's behalf, it shall be deemed, conclusively, to have been prepared by the Shipper. The Shipper agrees that this shipment is subject to the TERMS stated herein ALL TERMS, including but not limited to, all the limitations of liability, shall apply to our agents and their contracting carriers.

1. DEFINITIONS: In this Contract, "Freeman" means Freeman Decorating Services, Inc., and its respective employees, officers, directors, agents, assigns, affiliated companies, and related entities including any contractors appointed by Freeman. The term "Shipper" means the person or business for whom the property is being transported, and includes their respective employees, officers, directors, agents, assigns, affiliated companies, and contractors appointed by the Shipper, excluding only Freeman. "Property" is all objects of any type received from the Shipper for transport by Freeman as described herein. "Consignee" is the party to whom Shipper has designated the goods are to be delivered.

2. FINAL CONTRACT BETWEEN THE PARTIES: In exchange for Shipper's payments and Freeman's services, which the parties have specified in this two-page Contract (including the Air Cargo Service Request and Shipping Instructions), Freeman and Shipper each agree that this Contract shall govern their respective rights and obligations regarding transportation of Shipper's property. This Contract shall take effect when the property first comes into the physical possession of Freeman, and the responsibility of Freeman under same shall end when the property has been placed in the possession of the Consignee or the Consignee's designated agent. If any part or provision of this Contract is found by a court of competent jurisdiction to be void or unenforceable, the remainder of the Contract shall continue in full force and effect.

3. Freeman's RESPONSIBILITIES UNDER THE CONTRACT ARE LIMITED: Freeman is responsible for the satisfactory performance of only those services which it directly provides under this Contract. Freeman shall not be responsible for the performance of individuals of firms who are not under the direct supervision or control of Freeman. Freeman shall not be responsible for events or causes of loss, delay, or damage beyond its reasonable control, including (by way of illustration only, and not as a limitation on the breadth of this clause), strike, lockout, work slowdown or stoppage, power failure, breakdown of plant or machinery, facility failure, vandalism, theft, Act of God, effect of natural elements, riot, civil commotion or disturbance, terrorism, act of war or belligerent parties, and any other cause or causes beyond the reasonable control of Freeman. EXCEPT FOR ELIGIBLE GUARANTEED SERVICE SHIPMENTS, Freeman DOES NOT GUARANTEE DELIVERY BY ANY SPECIFIC TIME OR DATE.

4. PACKAGING AND CRATES: Shipper's property must be well packaged for safe and secure handling, storage and shipment using ordinary care. Each piece must be legibly and durably marked with the name and address, including correct ZIP code of the Shipper and Consignee. When a container is used repetitively by Shipper, Shipper must remove all old labels, tags, markings, etc., and Shipper must ensure that the container retains adequate strength for transportation. Freeman makes neither representation nor any warranty regarding the acceptability or suitability of any packaging system or procedure that Shipper might use for its property. Freeman shall not be responsible for damage to loose or uncrated materials, padwrapped or shrink-wrapped materials, glass breakage, concealed damage, carpets in bags or poly, or improperly packed or labeled materials. Crates and packaging should be of a design to adequately protect contents for handling by forklift and similar means. General guidance as to acceptable packaging systems and procedures may be found in publications such as the National Motor Freight Classification, published by the National Motor Freight Traffic Association. For shipments of Perishable Commodities, U.S. and Canadian shipments must be packed to travel without spoilage for 72 hours from time of pickup; all International shipments must be packed to travel without spoilage for 24 hours beyond an agreed deadline. Freeman reserves the right to periodically embargo regions of the world due to conditions that may cause damage to perishable commodities.

5. REFUSED SHIPMENTS: If the Consignee refuses a shipment tendered for delivery or if Freeman is unable to deliver a shipment because of fault or mistake of the Consignor or Consignee, Freeman's liability shall then become that of a warehouseman.

(a) Freeman shall promptly attempt to provide notice, by telephonic, electronic or written communication as provided on the face of these shipping instructions, if so indicated, to Shipper or the party, if any, designated to receive notice in these instructions.

(b) Storage charges, based on Freeman's applicable rates, shall start no sooner than the next business day following the attempted notification. Storage may be, at Freeman's option, in any location that provides reasonable protection against loss or damage. Freeman may place the shipment in public storage at the owner's expense and without liability to Freeman.

(c) If Freeman does not receive disposition instructions within 48 hours of the time of Freeman's attempted first notification, Freeman will attempt to issue a second and final confirmed notification. Such notice shall advise that if Freeman does not receive disposition instructions within 10 days of that notification, Freeman may offer the shipment for sale at a public auction and Freeman has the right to offer the shipment for sale. The amount of sale will be applied to Freeman's invoice for transportation, storage and other lawful charges. Shipper will be responsible for the balance of charges not covered by the sale of the goods. If there is a balance remaining after all charges and expenses are paid, such balance will be paid to the owner of the property sold hereunder, upon claim and proof of ownership.

(d) Where Freeman has attempted to follow the procedure set forth above and the procedure is not possible, nothing shall be construed to abridge the right of Freeman, at its option, to sell the property under such circumstances and in such manner as may be authorized by law.

(e) When perishable goods cannot be delivered and disposition is not given within a reasonable time, Freeman may dispose of property to the best advantage. Where Freeman is directed by Consignee or Consignor to unload or deliver property at a particular location where Consignor, Consignee, or the Agent of either is not regularly located, Freeman's liability for the shipment shall terminate after unloading or delivery.

6. LIMITATION ON SHIPPER'S RECOVERABLE DAMAGES: Freeman's LIABILITY FOR DAMAGES ON DOMESTIC SHIPMENTS, INCLUDING BUT NOT LIMITED TO THOSE DAMAGES ARISING FROM OR RELATED TO MISDELIVERY, INCOMPLETE OR OTHERWISE INADEQUATE DELIVERY (INCLUDING BUT NOT LIMITED TO FAILURE TO FOLLOW SHIPPER OR CONSIGNEE INSTRUCTIONS OR FAILURE TO COLLECT OR PROPERLY DELIVER A PAYMENT INSTRUMENT), NONDELIVERY, MISSED PICKUP, AND LOSS OF OR DAMAGE TO CARGO, SHALL BE LIMITED TO THE HIGHER OF \$50.00 (USD) PER SHIPMENT OR \$5.00 (USD) PER POUND (\$1.10 (USD) PER KILOGRAM) OF CARGO ADVERSELY AFFECTED THEREBY, PLUS TRANSPORTATION CHARGES APPLICABLE TO THAT PART OF THE SHIPMENT ADVERSELY AFFECTED THEREBY, UNLESS AT TIME OF SHIPMENT THE SHIPPER MAKES A DECLARATION OF VALUE FOR CARRIAGE IN THE SPACE DESIGNATED ON THE SERVICE REQUEST AND SHIPPING INSTRUCTIONS FORM AND PAYS THE APPROPRIATE VALUATION CHARGE. IN NO EVENT SHALL Freeman's LIABILITY EXCEED THE DECLARED VALUE OF THE SHIPMENT OR THE AMOUNT OF LOSS OR DAMAGE ACTUALLY SUSTAINED, WHICHEVER IS LOWER. IF CARRIAGE OF THE SHIPMENT IS SOLELY OR PARTLY BY AIR AND INVOLVES AN ULTIMATE DESTINATION OR A STOP IN A COUNTRY OTHER THAN THE COUNTRY OF DEPARTURE, Freeman's LIABILITY FOR CARGO LOST, DAMAGED OR DELAYED SHALL BE LIMITED TO \$9.07 PER POUND (\$20.00 PER KILOGRAM) FOR CARRIAGE SUBJECT TO THE UNAMENDED WARSAW CONVENTION OR THE WARSAW CONVENTION AS AMENDED BY THE HAGUE PROTOCOL OF 1955, 17 SPECIAL DRAWING RIGHTS PER KILOGRAM FOR CARRIAGE SUBJECT TO THE WARSAW CONVENTION AS AMENDED BY THE MONTREAL PROTOCOL NO. 4 OF 1975, OR \$9.07 PER POUND (\$20.00 PER KILOGRAM) FOR CARRIAGE WHERE THE WARSAW CONVENTION, INCLUDING ITS AMENDMENTS, DOES NOT APPLY FOR ANY REASON, UNLESS A HIGHER DECLARED VALUE IS REQUESTED, AND THE FEES SET FORTH IN THE SERVICE GUIDE FOR SUCH HIGHER DECLARED VALUE ARE PAID. FOR INTERNATIONAL SHIPMENTS, THIS SHIPPING REQUEST AND SHIPPING INSTRUCTION CONTRACT SHALL BE DEEMED AN AIR WAYBILL WITHIN THE MEANING OF THE WARSAW CONVENTION.

Notwithstanding the above limitations, domestic shipments containing the following items of extraordinary value are limited to a maximum declared value of \$500.00 (USD):

- (a) artworks and objects of art, including without limitation original paintings, drawings, etchings, water colors, tapestries and sculpture;
- (b) clocks, watches, jewelry (including costume jewelry), furs and fur-trimmed clothing;
- (c) personal effects;
- (d) and other inherently fragile or unique items, including prototypes, etc.

Any declared value in excess of the maximums allowed herein is null and void, and the acceptance by Freeman for carriage of any shipment with a declared value in excess of the allowed maximums does not constitute a waiver of these maximums. Shipper understands that even if Shipper is not able to participate or fully participate in a show due to loss of, theft of, or damage to its property, Freeman shall never be liable or responsible for damages identified by the terms (by way of example only and not in limitation of the breadth of this clause) such as the following: consequential damages, loss of use damages, loss of profits damages, business interruption damages, delay damages, special damages, collateral damages, exemplary damages, damages awarded for gross negligence, direct damages, indirect damages, damages for failure of performance, breach of contract damages, fraud damages, or any other sort of damage for tort or breach of contract. This limitation shall bind the parties

- (a) whenever or wherever the claimed loss or damage may occur;
- (b) even though the alleged loss or damage is claimed to result from negligence, strict liability, products liability, breach of contract, breach of statute or regulation, or any other legal theory or cause, and;
- (c) even though Freeman may have been advised or be on notice of the possibility or even the probability of such damages.

Freeman makes no warranties, express or implied, and expressly disclaims any and all warranties. Except for Freeman's failure to deliver in accordance with the Guaranteed Service section of the Service Guide, Freeman will not be liable for misdelivery, incomplete or otherwise inadequate delivery (including but not limited to failure to follow Shipper or Consignee instructions or failure to collect or properly deliver a payment instrument), non-delivery, missed pickup, delay on International shipments, loss or damage unless caused by Freeman's sole negligence.

7. SHIPPER'S RESPONSIBILITIES AND INDEMNIFICATION:

- a) Shipper must pay in full for the services rendered under this Contract at the time the services are requested. The existence of a dispute between Shipper and Freeman relative to any claim or other matter shall have no bearing on this duty of payment. No claim submitted by or on behalf of Shipper will be processed unless Shipper's account is current.
- b) Shipper understands and acknowledges that Freeman does not accept or transport illegal, dangerous or hazardous materials of any kind or nature. Shipper warrants and ensures that its property is inert, and contains no Hazardous Substances, Hazardous Materials, Chemicals, Gases, Explosives, Radioactive Materials, Biologically hazardous agents, or any other substance, matter or object in any form that could pose a threat to the health or safety of persons, property or the public welfare in general. Such goods may be warehoused at owner's risk and expense or destroyed without compensation.
- c) Shipper shall defend and indemnify Freeman, its employees, directors, officers, and agents from and against any and all demands, claims, causes of action, fines, penalties, damages (including consequential), liabilities, judgments, and expenses (including but not limited to reasonable attorneys' fees and investigation costs) on account of personal injury, death, or damage to or loss of property or profits arising out of or contributed to by any of the following: Shipper's negligence, willful misconduct, or deliberate act; Shipper's violation of Federal, State, County or Local ordinances; Shipper's violation of Show Regulations and/or Rules as published and set forth by Facility and/or Show Management; and/or Shipper's failure to comply with (b) of this Agreement regarding the inclusion of any dangerous substances in the property placed with Freeman.

8. CLAIMS: Shipper, Consignee, or any other party claiming an interest in the shipment must notify Freeman immediately upon delivery, or in the case of loss or damage which could not have been noted at the time of delivery, within fourteen (14) days of delivery, of any loss or damage to the shipment. Receipt of the shipment by the Consignee or the Consignee's agent without written notice on the delivery receipt and/or delivery manifest will be prima facie evidence that the shipment was delivered in good condition. The amount of the claim may not be deducted from the transportation charges. Notice of loss or damage MUST be reported to Freeman at 800-995-3579. The shipment, its container(s), and packing material must be made available to Freeman for inspection at the delivery location. All shipments are subject to opening for inspection by Freeman; however, Freeman is not obligated to perform such inspection. All claims for loss or damage MUST be made in writing to Freeman within one hundred and twenty (120) calendar days after the date of acceptance of the shipment by Freeman. Please refer to the Service Guide for claim procedures. All claims for service failure must be made within thirty (30) calendar days from the date of shipment and Freeman's sole liability for such claims arising from Guaranteed Service shipments shall be limited to the transportation charges as provided in the Guaranteed Service section of the Service Guide. All claims for overcharge must be made in writing to Freeman within sixty (60) calendar days after the invoice date. No action for loss or damage may be maintained against Freeman unless (a) claimant complies with all requirements of this section and (b) for domestic shipments, if the claimant commences the action within one (1) year of the shipment by Freeman unless otherwise required by International, Federal or State Law. If the claim is for loss or damage involving International shipments, claimant must commence the action within two (2) years from the date of acceptance of the shipment by Freeman unless otherwise required by International, Federal or State Law. For purposes of this section, no action shall be deemed to have commenced until receipt by Freeman of service of process of the action on Freeman. Claims for loss or damage must be delivered to the following address: Cunningham Lindsey US, Inc., P.O. Box 730689, Dallas, TX 75370.

9. CHOICE OF FORUM: THIS CONTRACT SHALL BE CONSTRUED UNDER THE LAWS OF THE UNITED STATES (INCLUDING ADOPTED INTERNATIONAL CONVENTIONS) AND THE STATE OF TEXAS WITHOUT GIVING EFFECT TO THE STATE'S CONFLICT OF LAWS RULES. FREEMAN AND SHIPPER AGREE THAT ANY CLAIM OR DISPUTE OF ANY SORT ARISING OUT OF OR IN ANY WAY RELATED TO THIS CONTRACT, ITS PERFORMANCE OR NONPERFORMANCE, OR DAMAGES ALLEGEDLY RESULTING FROM SAME WILL BE ARBITRATED IN THE CITY OF DALLAS, TEXAS, AND THE RULES OF THE AMERICAN ARBITRATION ASSOCIATION WILL APPLY. IF BINDING ARBITRATION IS UNAVAILABLE TO RESOLVE ANY CONTROVERSY AND IT IS NECESSARY TO LITIGATE THE DISPUTE, THE DISPUTE SHALL BE LITIGATED IN A COURT OF COMPETENT JURISDICTION IN DALLAS COUNTY, TEXAS.

10. MISCELLANEOUS: Shipper warrants the accuracy of the weight and dimension data furnished in this Contract. Shipper understands that once its property is shipped by Freeman pursuant to the instructions contained in this Contract, Shipper has no right to control the shipment; stop the shipment in transit, or divert or reschedule same, and that Shipper will have no control over the property until it is delivered pursuant to the instructions in this Contract. Shipper agrees that this Contract may be provided to any third party, including common or contract carriers of cargo by air, water, rail, or road, for the purpose of confirming the right of Freeman to control the handling of the property and all matters related to payment for the shipment.

IMPORTANT ELECTRICAL EXHIBITING INFORMATION

Exhibitors requiring electrical services should thoroughly read and understand the rules and regulations posted in the Exhibitor Service Kit.

All questions or concerns can be directed to Freeman's electrical department for clarification at 773-379-5040 or faxed to 773-379-5042.

All exhibitor provided equipment for connection to Freeman electrical or for distribution of power within the exhibit may require an inspection to ensure compliance with all Federal, State and Local Codes as listed on the Electrical Order Form.

Exhibitor provided equipment for electrical distribution or equipment connection shall require Freeman to make the final connection from Freeman's power distribution equipment to the exhibit. This is required only to ensure proper voltage and connection prior to energizing any exhibits.

As an exhibitor, should you choose to provide equipment with electrical connectors to plug directly into Freeman electrical equipment, the following list provided will ensure the proper connection:

500 Watts to 2000 Watts - Standard U-Ground 15 or 20 Amp Cord Cap / 515 or 520

20 Amp 120/208 5 Wire - Hubbel Male - HBL 2511 / L2120P

30 Amp 120/208 5 Wire – Hubbel Male – HBL 2811/L2130P

30 Amp Y277 / 480 5 Wire - Hubbel Male - HBL 2821 / L2230P

60 Amp 208v & 480v Daniel Woodhead 5 Wire - Male Y560P

100 Amp 208v & 480v Mini-Cam - Male Leviton 15SDM - Female 15SDF
(Hots – Male Neutral & Ground – Female)

200 / 400 Amp 208v & 480v Large-Cam - Male Hubbel HBL 400PT EKE - Female
Hubbel HBL 400CT (Hots – Male Neutral & Ground – Female)

All of the above listed items may be found at your local electrical wholesale houses. Should you require additional information, please contact Freeman's electrical department.

Hopefully, you find this information useful in planning your event. If we can provide further assistance, please don't hesitate to contact Freeman's electrical department.


We appreciate your business.

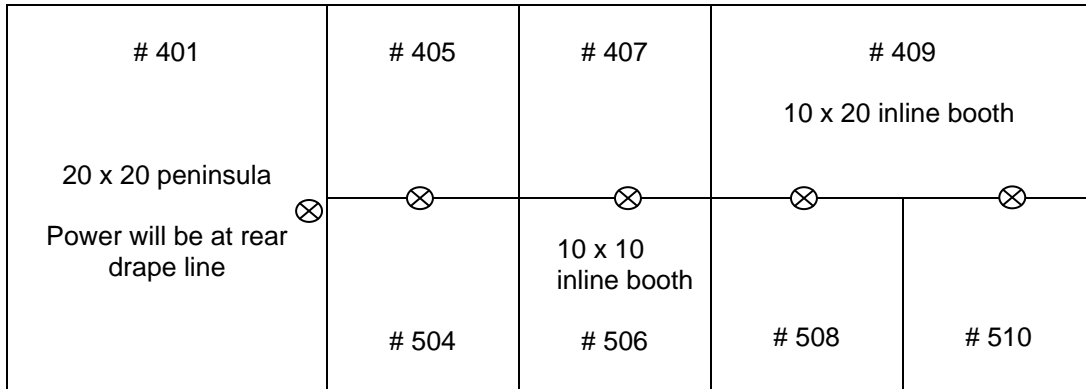
ELECTRICAL SERVICES

40 x 40 use 1 square = 1 foot

SAMPLE LAYOUTS

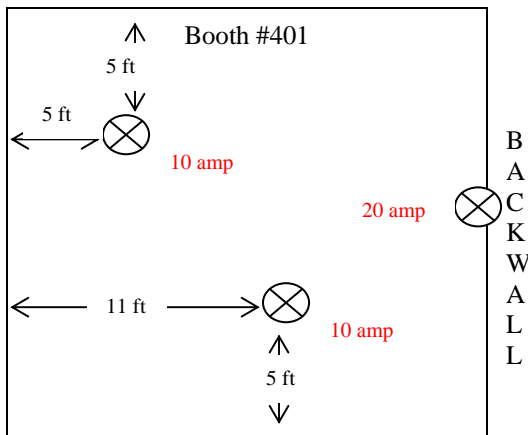
INLINE BOOTHS

Power is run or dropped to inline booths along the back walls or drape line of multi booth sections. The “main power locations” therefore are always located at the back of inline 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 = 

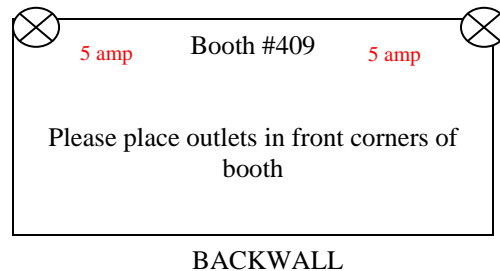


Electrical layouts are required whenever an outlet is needed at any other location within the booth except for the back wall. Exact measurements and/or comments that clearly indicate outlet locations **must be included**. Examples based on above floor plan:

20 x 20 Peninsula – Booth # 401
Order = 2-10 amp, 1-20 amp outlets



10 x 20 Inline – 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 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.

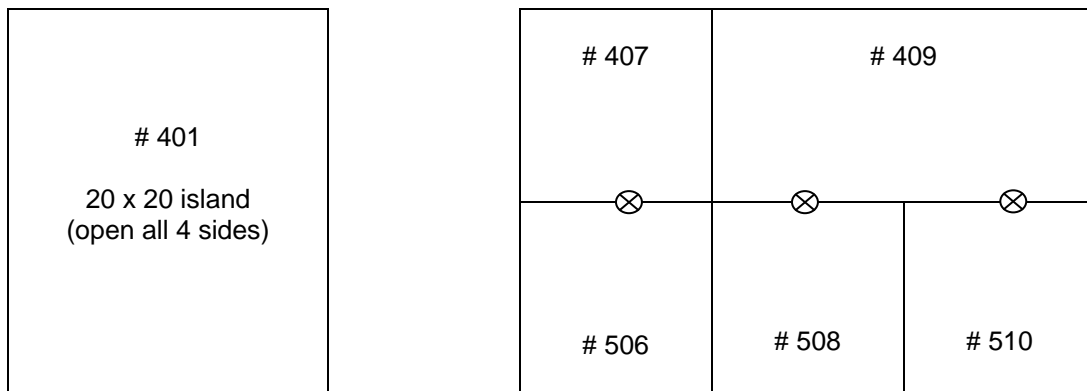
2. Location and load of all outlets.

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.

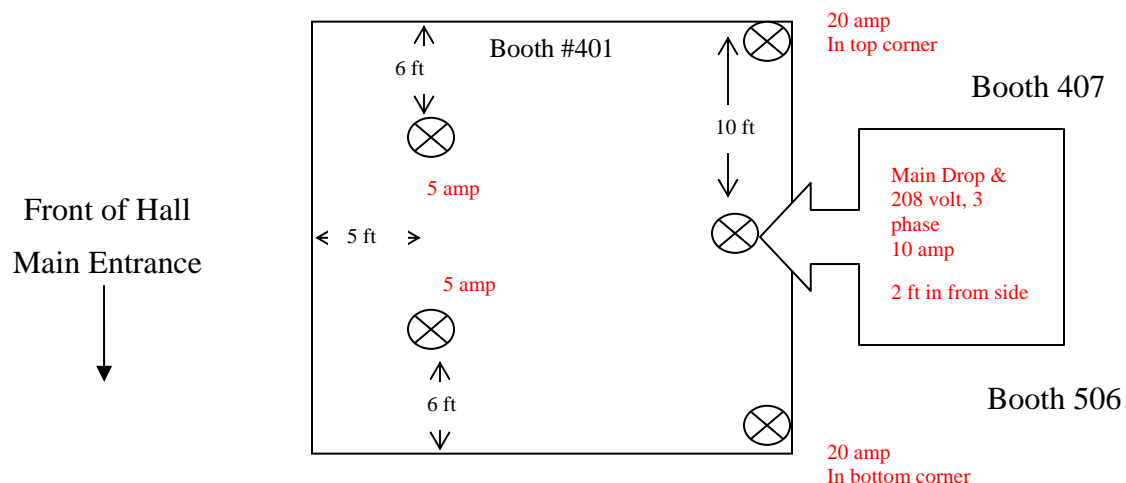
Providing reference points such as surrounding aisle and/or booth numbers defines how an island booth is oriented to the overall show floor plan. In other words, which side is which? It is best to draw your layout relative to the show floor plan so that both are facing the same direction. Examples:

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



ELECTRICAL USAGE GUIDE

The following wattages are approximate and are provided to help you estimate your power usage. We recommend that you refer to a specification sheet or the electrical stamp or label usually located on the back or bottom of any electrical apparatus and order one outlet for each piece of equipment to avoid tripping/power outages during the event.

100 WATTS = 1 AMP

WATTAGE		WATTAGE	
Blender	1000	Imprinter for T-Shirts	2000
Can Opener	500	Iron	700 - 1100
Credit Card Reader / Lead Retrieval	100	Juicer	
Cash Register	100 - 200	Single	500
Coffee Pot		Double	1000
Household size	1200	Laminator	2000
Large Brewer	1500 - 2000	Lead Retrieval / Card Reader	100
Computers		Lights with Freeman rental booths	200 each
Desk Top (monitor & CPU)	200 - 900	Microwave Oven	500 – 2000
Lap Top	150 - 300	Mixer	500 – 1000
Monitor (independent)	50 - 200	Photocopier	dependent upon size – may require 208v
Computer Printer		Pizza Oven (small)	30 amp/120 volt Special Connection
Dot Matrix	100 - 500	Plasma TV – 32" to 50"	1000
Laser	400 - 1000	Popcorn Maker	2000
Crock Pot	200 -1000	Projector (May be dependent upon size)	1000
DVD Player	100	Refrigerator	
Electric Frying Pan	1200 - 2000	Small	100
Fax Machine	1000	Regular	700
Food Processor	500 – 2000	Meat Slicer	500 - 1000
Glue Gun	300	Steamer	2000
Griddle	1500	Stereo (amplifier)	100 - 500
Hair Dryer	1000 - 1900	Television	100 - 500
Heat Lamps (per lamp)	250	Toaster	1000
Heater (portable)	1500 - 2000	Toaster Oven	1500
Hot Plate		Typewriter	100
Single	1000	Vacuum Cleaner	1500
Double	1500 – 2000	Water Cooler	100
Hot Water Heater	30 amp/208 volt/Single Phase		

FREEMAN



5040 West Roosevelt Road
Chicago, Illinois 60644-1436
(773) 473-7080 • Fax (469) 621-5603
Email: FreemanChicagoES@freemanco.com



**DISCOUNT PRICE
DEADLINE DATE
AUGUST 27, 2014**

INCLUDE THE FREEMAN METHOD OF
PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **WORLD ROUTES 2014 / SEPTEMBER 21-23, 2014**

COMPANY NAME: _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS: _____

For Assistance, please email our experts at chicagoelectrical@freemanco.com or call 773-473-7080.

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

ELECTRICAL LABOR

LABOR RATES & SCHEDULE:

Straight Time - 8:00 am - 4:30 pm Monday through Friday (Excluding Holidays)

Overtime - 4:30 pm to Midnight Monday through Friday; First (8) hours at work on Saturday up to 4:30 pm.

Double Time - After (8) hours at work on Saturday, or after 4:30 pm on Saturday; regardless of starting time.

ALL DAY Sunday and Holidays and Midnight to 6:00 am Monday through Friday

Straight Time, Overtime and Double Time Labor Invoicing will be in compliance per MPEA Legislation.

Description	Advance Price	Show Site Price
Electrician - ST.....	\$ 97.00	\$126.10
Electrician - OT	\$143.00	\$185.90
Electrician - DT	\$189.00	\$245.70
Scissor Lift w/crew - ST	\$327.00	\$425.10
Scissor Lift w/crew - OT	\$373.00	\$484.90
Scissor Lift w/crew - DT	\$419.00	\$544.70
Condor w/crew - ST	\$494.50	\$642.85
Condor w/crew - OT.....	\$586.50	\$762.45
Condor w/crew - DT.....	\$678.50	\$882.05

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.

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 desk 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:

Floor work is the distribution of electrical under carpet and flooring.

☐ **OK TO PROCEED WITHOUT EXHIBITOR PRESENT:**

Complete Before: Date _____ Time _____

Work is completed prior to your arrival. Freeman must receive detailed blue prints/floor plans for power distribution under carpet.

PRINT NAME: _____

AUTHORIZED SIGNATURE: _____

☐ **EXHIBITOR SUPERVISION (DO NOT PROCEED):**

Date _____ Time _____ # of Electricians _____

NAME OF ON-SITE CONTACT: _____

CELL PHONE: _____

Special Instructions: _____

BOOTH WORK:

Booth work is any of the following. Please check all that apply:

- ☐ Distribution of electrical overhead (more than one drop location in your booth).
- ☐ Distribution of electrical through booth structure.
- ☐ Mounting of plasmas/LCD monitors and lights.
- ☐ Connection or hard wiring of all exhibitor equipment.
- ☐ Lighting used as spot or flood lights.
- ☐ Assembly and installation of all lighting from truss or beams (including assembly and hanging of truss).
- ☐ Wiring of overhead signs.
- ☐ Installation of electrical headers and/or light boxes.
- ☐ Other _____

Labor Request

Date _____ Time _____ Est. # Hours _____ # Electrician _____

Date _____ Time _____ Est. # Hours _____ # Electrician _____

Date _____ Time _____ Est. # Hours _____ Lift Type _____

NAME OF ON-SITE CONTACT: _____

CELL PHONE: _____

Special Instructions: _____

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 half (1/2) 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 one half (1/2) hour.
- 3 Labor must be picked up at the Freeman service desk. Charges for labor commence at time of dispatch to service the labor call. A one half (1/2) 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.

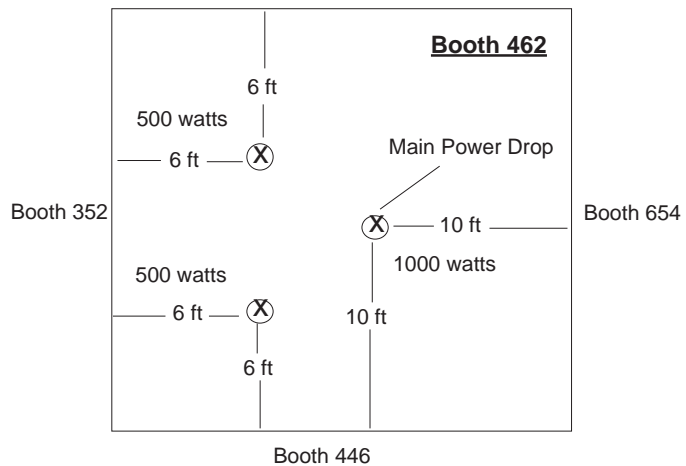
CANCELLATION POLICY

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.



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INCLUDE THE FREEMAN METHOD OF
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NAME OF SHOW: **WORLD ROUTES 2014 / SEPTEMBER 21-23, 2014**

COMPANY NAME: _____ BOOTH #: _____

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E-MAIL ADDRESS: _____

For Assistance, please email our experts at chicagoelectrical@freemanco.com or call 773-473-7080.

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

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.

110/120 VOLT

	Quantity (For Show Hours Only)	Quantity (For 24 hrs/day Double Price)	Discount	Standard	
	Show	24 Hr.	Price	Price	TOTAL
500 Watts (5 amps)	_____	_____	114.50	171.75 = \$	_____
1000 Watts (10 amps)	_____	_____	204.00	306.00 = \$	_____
2000 Watts (20 amps)	_____	_____	317.50	476.25 = \$	_____

208 VOLT SINGLE PHASE (Labor Required for Connection)

20 Amps	_____	_____	511.00	766.50 = \$	_____
30 Amps	_____	_____	537.00	805.50 = \$	_____
60 Amps	_____	_____	589.00	883.50 = \$	_____
100 Amps	_____	_____	1,176.00	1,764.00 = \$	_____

208 VOLT THREE PHASE (Labor Required for Connection)

20 Amps	_____	_____	640.00	960.00 = \$	_____
30 Amps	_____	_____	703.00	1,054.50 = \$	_____
60 Amps	_____	_____	761.00	1,141.50 = \$	_____
100 Amps	_____	_____	1,241.00	1,861.50 = \$	_____
200 Amps	_____	_____	2,482.00	3,723.00 = \$	_____
400 Amps	_____	_____	4,269.00	6,403.50 = \$	_____

Transformer to Boost 208V to Approx. 230V - \$6.90 per Amp (20 Amp Min.)

Qty of Amps _____ X Price \$ _____ = \$ _____

480 VOLT THREE PHASE (Labor Required for Connection)

20 Amps	_____	_____	770.00	1,155.00 = \$	_____
30 Amps	_____	_____	812.00	1,218.00 = \$	_____
60 Amps	_____	_____	1,101.00	1,651.50 = \$	_____
100 Amps	_____	_____	1,275.00	1,912.50 = \$	_____
200 Amps	_____	_____	2,537.00	3,805.50 = \$	_____

LIGHTING (Price Includes Power & Labor for Installation)

Single Light Stand (200w)	_____	_____	161.50	242.25 = \$	_____
Double Light Stand (400w)	_____	_____	248.50	372.75 = \$	_____
Arm Light	_____	_____	156.00	234.00 = \$	_____
Overhead Quartz Light*	_____	_____	491.00	736.50 = \$	_____

*Overhead quartz lights include labor and equipment to install and first focus.

*May require labor and/or lift at additional charge. Please contact chicagoelectrical@freemanco.com for estimated charges.

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.

Extension cords and power strips are available for rental at the Freeman Service Desk.

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:

DEADLINE DATE OF:

August 27, 2014

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.

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 chicagoelectrical@freemanco.com

TOTAL COST

Outlet(s)	\$ _____
Lighting	\$ _____
Tax 8% Rental	\$ _____
GRAND TOTAL	\$ _____

FREEMAN electrical

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.

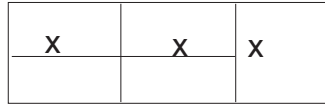
For Lighting

Verify the wattage of the bulbs in the lights and multiply by the number of bulbs/lights.

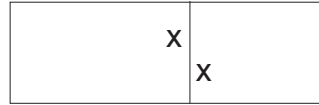
LOCATION OF POWER IN YOUR BOOTH

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

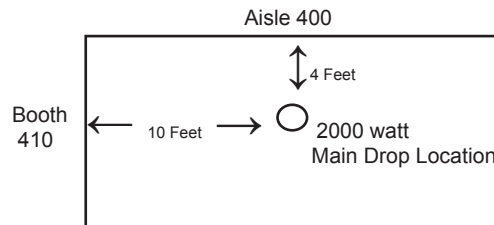


BACK TO BACK PENINSULA

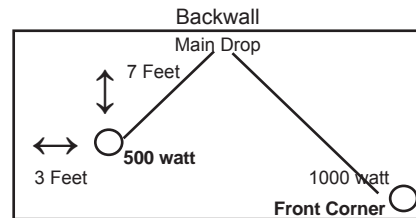
If power is required in locations other than indicated above, secondary distribution will be required and billed on a time and material basis. Please complete and submit an Electrical Labor Order Form with your power order, along with a floor plan as described below.

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 freemanco.com 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 nearest 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. Freeman reserves the right to inspect all electrical devices and connections to ensure compliance with all codes. Freeman is required to refuse connections where the exhibitor wiring is not in accordance with local electrical code.
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. Labor and materials to install or change a cord cap 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.

FREEMAN

5040 West Roosevelt Road
Chicago, IL 60644

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Email: FreemanChicagoES@freemanco.com



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**INCLUDE THE FREEMAN METHOD OF
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NAME OF SHOW: **WORLD ROUTES 2014 / SEPTEMBER 21-23, 2014**

COMPANY NAME:

BOOTH #:

CONTACT NAME:

PHONE #:

E-MAIL ADDRESS:

For Assistance, please email our experts at chicagoelectrical@freemanco.com or call 773-473-7080.

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

COMPRESSED AIR: 90-100 lbs. PSI (Rental tax of 8% applies)

	QTY.	Discount Price	Standard Price	TOTAL
Service charge for 1st outlet (includes up to 90 feet of air line)		665.00	997.50 = \$	
Additional outlets within 15 feet		333.50	500.25 = \$	
Additional footage per foot (after 1st 90 feet)		5.50	5.50 = \$	

Total

Standard connection is a 1/4" AMFLO C-1 quick disconnect. **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.

WATER (Rental tax of 8% applies)

Service Charge for water outlet (includes first 90 feet of water line) ..		594.00	891.00 = \$	
Additional footage per foot (after 1st 90 feet)		5.50	5.50 = \$	

Total

Note: 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.

DRAINS (Rental tax of 8% applies)

Service Charge for first drain outlet at rear of booth (includes 1st 90 ft.)		594.00	891.00 = \$	
Additional Footage per foot (after 1st 90 ft.)		5.50	5.50 = \$	

Total

FILL & DRAINS (Purchase tax of 9.25% applies)

0 - 200 Gallons		352.00	528.00 = \$	
201 - 400 Gallons		556.00	834.00 = \$	
Each Additional 100 Gallons (after 400 Gallons)		43.50	65.25 = \$	

Total

NOTE: 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. Prices for fill & drains are based on straight time, one hour minimum. Additional labor charges may be incurred if equipment leaks and/or endangers other property.

Ramps over utility lines in a booth are provided on a time and material basis. A minimum of 1/2 hour additional labor charge will apply to lay lines under the carpet. A minimum of 1/2 hour labor will apply to remove lines. Please attach floor plan with order to show location of lines.

GASES & MISCELLANEOUS EQUIPMENT

(Rental tax of 8% applies to equipment and material - purchase tax of 9.25% applies to Gas Type)

Please call for an estimate and complete the following:

Gas Type _____ \$ _____
Equipment/Material _____ \$ _____

LABOR (Tax not applicable)

	Advance Price	Standard Price
Straight Time	\$ 97.00	\$ 126.10 = \$
Overtime	\$ 143.00	\$ 185.90 = \$
Double Time	\$ 189.00	\$ 245.70 = \$

Straight Time: 8:00 A.M. to 4:30 P.M. Monday through Friday

Overtime: 4:30 P.M. to 8:00 A.M. Monday through Friday; First (8) hours at work on Saturday up to 4:30 P.M.

Double Time: After (8) hours at work on Saturday, or after 4:30 P.M. on Saturday; regardless of starting time.

ALL DAY Sunday and Holidays.

• **Straight Time, Overtime and Double Time Labor Invoicing will be in compliance per MPEA Legislation.**

In order to obtain the **DISCOUNT** price, your order and Method of Payment form **must be received by deadline date.**

PURCHASE TOTAL COST

Subtotal	+	9.25% Tax	=	\$	Total Cost
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RENTAL TOTAL COST

Subtotal	+	8% Tax	=	\$	Total Cost
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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 connections installed and not used.
3. 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.
4. All equipment must comply with state and local safety codes.
5. Claims will not be considered unless filed by exhibitor prior to close of show, no exceptions.
6. Under no circumstances shall anyone other than "Qualified Plumbing Personnel" make service connections.
7. All equipment using water must have inlet and outlet properly tagged.
8. Unless otherwise directed, Freeman Plumbing Personnel are authorized to cut floor coverings to permit installation of service.
9. Connection rates listed cover bringing service from main line to booth and do not include connecting equipment.
10. Service outlet size will be determined by the volume required.
11. All work performed within booth attaching lines to equipment will be charged on a time and material basis.
12. All outlets will be installed on the floor at the backwall of booth.
13. 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.
14. Freeman must have 30 days notice in order to supply special regulators, strainers, traps, etc.
15. All utility outlets include up to 90 feet of accomplished distance. Use of additional footage or equipment will be charged at the prevailing labor and material rate.
16. Exhibitors are not allowed to bring air compressors on the show floor.
17. 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.
18. Please contact our Plumbing Department at 773-473-7080 for an estimate regarding labor or additional footage.

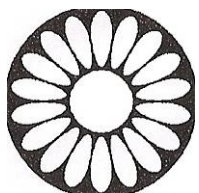
ATTENTION:

Most bottled gases are required to be removed nightly from the show floor per MPEA regulations. Additional charges for removal and re-installation will apply. If you have questions regarding this, please contact our plumbing department at: 773-473-7080.

Natural gas lines are required to be installed with hard piping. Additional labor charges will apply to the outlet pricing. Please contact our plumbing department at: 773-473-7080 for quotation.

Certain areas require overhead drops for air, water and gas lines. Additional labor charges will apply for overhead work. Please contact our plumbing department at: 773-473-7080 for information.

- **Electricity or electrical labor to connect and operate any plumbing apparatus is NOT INCLUDED.**
- **All electrical requirements must be ordered on the Electrical Order Form.**



F L O R I S T
 ORGANIZED EVENTS
 PLANT & FLORAL
 340 Pine Ridge Road
 Chattanooga, TN 37405
 Phone 423-756-9835
 Fax 423-756-4743

Email organizedevents@comcast.net
organizedeventsfloral.com



DESCRIPTION FOR RENTAL	COST EACH	QUANTITY	TOTAL COST
Table Top Green Plant	25.00		
2-3 Foot Green Plant	40.00		
4 Foot Green Plant	50.00		
5 Foot Green Plant	60.00		
6 Foot Green Plant	70.00		
7-8 Foot Green Plant	80.00		
Over 8' Green Plant = \$15 per foot			
Mums: Wh __ Yel __ Lav __ Bnz __	30.00		
Azaleas: Wh __ Red __ Pink __	35.00		
Bromeliads	35.00		
Fern – Large	35.00		
Ivy	32.00		
Bubble Bowl (bus.card, candy etc.)	25.00		
Cut Flower Arrangements(Small) (Shape _____ Color _____)	55.00		
Cut Flower Arrangements (Medium) (Shape _____ Color _____)	65.00		
Cut Flower Arrangements (Large) (Shape _____ Color _____)	75.00 +		
CONTAINER COLOR (BLACK OR WHITE).....			
SUBTOTAL.....			
DELIVERY, MAINTENANCE AND REMOVAL CHARGE 5% OF TOTAL			
TOTAL			

IF ORDER IS NOT
 MAILED 30 DAYS PRIOR
 TO SHOW, PLEASE FAX
 ORDER.

BLACK OR WHITE CONTAINER
 INCLUDED IN THE PRICE.

OUR DESIGNERS WILL BE GLAD TO
 MAKE SUGGESTIONS FOR YOUR
 EXHIBIT AT NO EXTRA CHARGE.

SPECIAL REQUESTS FOR PLANTS
 AND FLOWERS ARE NO PROBLEM
 WITH ADVANCE NOTICE.

Company _____ Booth # _____
 Address _____
 City _____ State _____ Zip _____ - _____
 Phone (____) _____ Fax (____) _____ e-mail _____
 Check MC Visa AMEX (circle one) Card _____ - _____ - _____ Exp. Date ____/____/____
 Print Name on Card _____ Security Code(visa, mc, 3#s AX 4 #) _____

RETURN COPY WITH PAYMENT TO ORGANIZED EVENTS