



ITEX 2020

FACTS QUICK

**SERVICE
CONTRACTOR
CONTACT:**

LEVY EXPOSITION SERVICES INC.
14900 Interurban Avenue S, Suite 271
Seattle, WA 98168
Tel: 253 437 0031 Fax: 253 437 0032

LOCATION:

Gaylord Palms Resort & Convention Center
6000 West Osceola Parkway
Kissimmee, FL 34746

BOOTH EQUIPMENT:

Each 10' X 10' booth space comes with the following:

- 8' high drapery backwall – Black
- 3' high drapery sidewalls – Black
- 1 – 7" x 44" booth identification sign

HALL CARPET:

The hall is carpeted wall to wall in ballroom grade carpeting.

CEILING HEIGHT:

The ceiling height in the exhibit hall is 24 feet.

**DISCOUNT PRICE
DEADLINE:**

In order to receive the discount rates listed on the enclosed order forms, your **PAID** order is to be received by **March 13, 2020**.

SHOW SCHEDULE

INSTALLATION HOURS:

Monday, April 13, 2020	1:00 pm – 11:59pm
Tuesday, April 14, 2020	6:00 am – 9:30 am

SHOW HOURS:

Tuesday, April 14, 2020	10:00 am – 5:00 pm
Wednesday, April 15, 2020	9:00 am – 12:00 pm

DISMANTLE HOURS:

Wednesday, April 15, 2020	1:00 pm – 5:00 pm
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SHIPMENTS:

Please see the Material Handling order form and invoice in this manual for further information and associated costs. Please note concerning outbound shipments at the close of the show, all carriers must be checked in by 3:00 pm Wednesday, April 15, 2020. If your carrier is not checked in by this time, the shipment(s) will be re-routed via the official show carrier, Liberty Convention Freight.

SHIPMENTS:

All **ADVANCE** air and ground shipments should arrive at the advance warehouse between March 9, 2020 and April 6, 2020 and should be consigned as follows:

ITEX 2020
COMPANY NAME & BOOTH #
Levy Exposition Services, Inc.
c/o Liberty CFS NV
3315 Maggie Blvd.
Suite 300
Orlando, FL 32811

All **DIRECT** shipments should not arrive prior to 1:00 pm Monday, April 13, 2020 and should be consigned as follows:

ITEX 2020
COMPANY NAME & BOOTH #
Gaylord Palms Resort & Convention Center
c/o Levy Exposition Services, Inc.
3208 Gaylord Way
Kissimmee, FL 34746



DISMANTLE AND MOVE-OUT INFORMATION:

All exhibitor materials **MUST** be removed from the exhibit facility by 5:00pm on Wednesday, April 15, 2020. To ensure that all exhibitor materials are removed by this time, please have your carrier check in no later than 3:00pm on April 15th.

POST SHOW SHIPPING PAPERWORK:

Our customer service center, which will be located in the exhibit hall, will have outbound bills of lading and shipping labels for your convenience. Please note that Levy Exposition Services bills of lading **MUST** be filled out and turned into the service center once your materials are packed for all outbound shipments. It is vital that your carrier knows your company name and booth # when you make your outbound shipping arrangements. Additionally, if your carrier plans to use a freight forwarder company to pick up your shipment(s), you **MUST** include this company's name as well as the actual shipping company's name on the bill of lading that you fill out. In the event someone other than the company listed on your outbound bill of lading arrives to pick up your shipment, it will be rerouted via the official show carrier.

FACTS
QUICK



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 USA 98168
 Telephone: 253 437 0031
 E-mail: operations@levyshow.com

ITEX 2020
April 14 - 15, 2020
 Gaylord Palms Resort & Convention Center
 Kissimmee, FL

PAYMENT & CREDIT CARD CHARGE AUTHORIZATION FORM

COMPANY				BOOTH NUMBER			
ADDRESS		street	city	state/province	zip/postal code	country	
PHONE		FAX		PO #		E-MAIL	
AUTHORIZED CONTACT SIGNATURE X				AUTHORIZED CONTACT - PLEASE PRINT		DATE	

All orders are regulated by LES Payment Terms & Conditions as well as Material Handling Terms & Conditions.

CREDIT CARD AUTHORIZATION

<input type="checkbox"/> VISA		<input type="checkbox"/> MASTERCARD		<input type="checkbox"/> AMERICAN EXPRESS		EXPIRY DATE		<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
ACCOUNT NUMBER	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
CARDHOLDER'S BILLING ADDRESS				city		state/province		zip/postal code		country	
CARDHOLDER'S SIGNATURE X				CARDHOLDER'S NAME - PLEASE PRINT							

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

CALCULATION OF ORDER FORMS

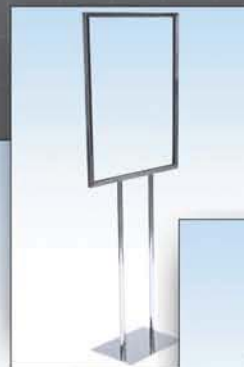
TOTAL FROM EACH ORDER FORM

Carpet, Drape, & Complements Rental Order Form	\$	
Custom Carpet Order Form.....	\$	
Exhibit Booth Cleaning Order Form.....	\$	
Table and Chair Rental Order Form	\$	
Specialty Accessories Rental Order Form.....	\$	
Rental Exhibits Order Form	\$	
Table Top Exhibit & Cabinets Order Form.....	\$	
Graphics & Sign Order Form	\$	
Plant & Flower Order Form.....	\$	
Labor Order Form	\$	
Material Handling Order Form	\$	
FULL PAYMENT IN US FUNDS	\$	

To simplify payment, send one check payable to Levy Exposition Services Inc. for the entire amount or note the amount to be charged to your credit card.

Charge my credit card in the amount of		\$	<input type="text"/>
Check no. <input type="text"/>	Dated <input type="text"/>	in the amount of	\$ <input type="text"/>

Furniture & Accessories



~~Table Drape Samples~~



Burgundy



Red



Peach



Gold



Teal



Green



Blue



Purple



Black



Grey



White

~~Drape Samples~~



Burgundy



Red



Peach



Light Beige



Gold



Teal



Green



Blue



Purple



Black



Grey



White

~~Custom Carpet Samples~~



Peony



Red



**French
Beige**



Jade



Emerald



**Colony
Blue**



Blue Mist



Black



Charcoal



**Grey
Pearl**

~~Standard Carpet Samples~~



Burgundy



Red



Teal



Blue



Purple



Black



Grey

LEVY RENTAL EXHIBITS

Plan A



Plan B



Plan C



Plan D



--- Plan A ---

10' N-Line

Hardwall Panels • Carpet
Side Chair (1) • Counter (1)
Shelves (2) • Header
Labor to Install and Dismantle

--- Plan B ---

20' N-Line

Hardwall Panels • Carpet
Side Chairs (2) • Counter (1)
Shelves (4) • Header
Labor to Install and Dismantle

--- Plan C ---

20' N-Line

Hardwall Panels
Upgraded Curved Returns
Upgraded Curved Header
Carpet • Side Chairs (2)
Counter (1) • Shelves (4)
Labor to Install and Dismantle

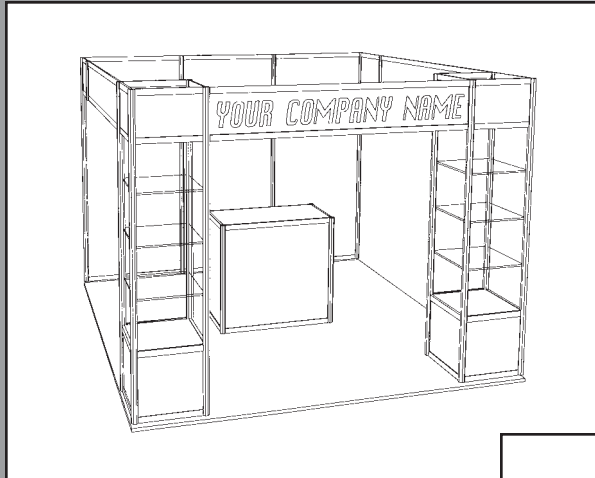
--- Plan D ---

20' x 20' Island

Hardwall Panels • Carpet
Counters (2) • Headers (4)
Labor to Install and Dismantle
(Floral not included)

Levy Custom Exhibits

From the simple to the elaborate, Levy transforms empty booth space into a custom tailored exhibit.



Built to exact specifications, each custom exhibit is:

- Unique
- Affordable
- Practical
- Original
- Versatile
- Impressive
- Functional
- Attractive
- Productive
- Inviting

Custom exhibits are a sophisticated technique to present marketing messages more creatively and effectively.

Our engineering and design specialists work closely with each client to create a unique exhibit designed to meet a wide variety of today's marketing strategies.

With a century of service, Levy continues to provide viable alternatives to maximize booth space. Whether the image and budget are conservative or extravagant, Levy offers the perfect solution.

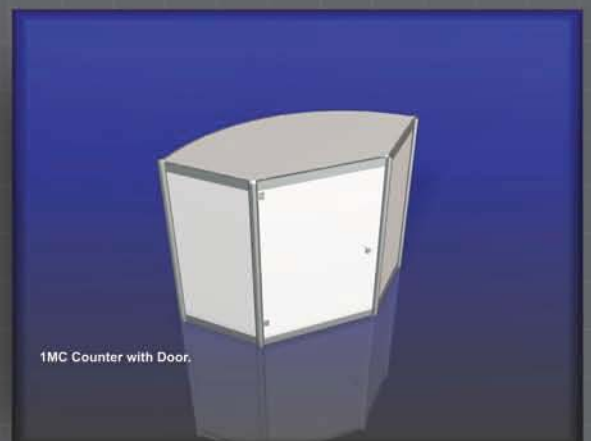
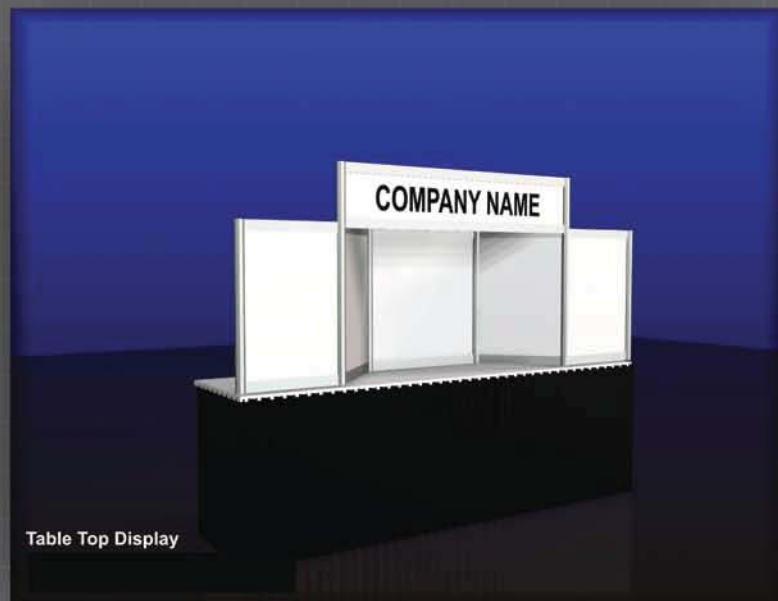
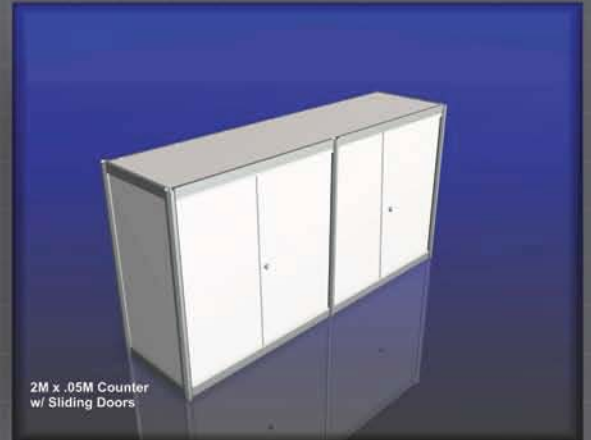
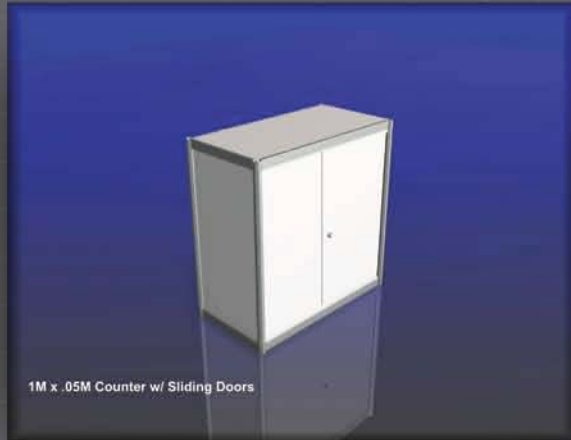


Call our experienced professionals for an innovative and customized approach.

Custom \ˈkəs-təm\adj 1: made or performed according to personal order
2: specializing in custom work or operation

LEVY
EXPOSITION SERVICES INC.

Counters & Displays



XPO/carpet-drape9X10.cdr



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Kissimmee, FL

CUSTOM CARPET ORDER FORM

Custom Carpet can also be ordered on the regular Carpet Order Form.

Deluxe Carpet in a Variety of Decorator Colors to Enhance Your Exhibit

- | | |
|--------------------------------------|---------------------------------------|
| <input type="checkbox"/> Black | <input type="checkbox"/> French Beige |
| <input type="checkbox"/> Blue Mist | <input type="checkbox"/> Grey Pearl |
| <input type="checkbox"/> Charcoal | <input type="checkbox"/> Jade |
| <input type="checkbox"/> Colony Blue | <input type="checkbox"/> Peony |
| <input type="checkbox"/> Emerald | <input type="checkbox"/> Red |

(CHECK BOX OF COLOR DESIRED)
SAMPLES AVAILABLE UPON REQUEST

Rental includes installation and poly covering for protection and removal.
Orders must be received by **March 13, 2020** to guarantee availability.

		DISCOUNT PRICE	STANDARD PRICE (late order)
Booth Size	_____ ft. x _____ ft. = _____ sq. Ft. at	\$5.60 per sq. ft.	\$7.28 per sq. ft. =\$_____
Carpet Pad	_____ ft. x _____ ft. = _____ sq. Ft. at	\$1.70 per sq. ft.	\$2.21 per sq. ft. =\$_____

NOTE: Include a floor plan if additional carpet is required to cover steps, skids and display fixtures. A quotation will be forwarded to you before we proceed

SPECIAL INSTRUCTIONS

EXHIBITOR INFORMATION

COMPANY

CONTACT

BOOTH#

COST SUMMARY

RATE ADJUSTMENT	(OFFICE USE ONLY)	
CANCELLATION FEE	(OFFICE USE ONLY)	
SUBTOTAL		
7.5% SALES TAX		
TOTAL	US DOLLARS	

PLEASE REFER TO THE PAYMENT & CREDIT CARD CHARGE AUTHORIZATION FORM

ORDERS WILL NOT BE PROCESSED WITHOUT PAYMENT

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XPO/carpet-drape-custom100.cdr



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EXHIBIT BOOTH CLEANING ORDER FORM & INVOICE

SERVICES

OUR SERVICES INCLUDE THE FOLLOWING:

EXHIBIT VACUUMING

EMPTYING OF WASTEBASKETS

GENERAL HOUSEKEEPING

DISCOUNT RATE

TOTAL SQUARE FEET OF BOOTH SPACE	DAYS REQUIRED	RATE	TOTAL
	<input type="checkbox"/> Prior To Show Opening <input type="checkbox"/> After Second Day	<input type="checkbox"/> After First Day <input type="checkbox"/> After Third Day	
_____ X	_____	X \$0.61 =	_____
100 Square Feet Minimum Order	Total Number of Days		

STANDARD RATE & ON-SITE ORDERS

TOTAL SQUARE FEET OF BOOTH SPACE	DAYS REQUIRED	RATE	TOTAL
	<input type="checkbox"/> Prior To Show Opening <input type="checkbox"/> After Second Day	<input type="checkbox"/> After First Day <input type="checkbox"/> After Third Day	
_____ X	_____	X \$0.72 =	_____
100 Square Feet Minimum Order	Total Number of Days		

ADDITIONAL INFORMATION

General vacuuming of the show floor aisles is provided, however, cleaning of your exhibit area is not included in your exhibit space rental.

All carpets ordered from us are installed clean for your use. However, you may order cleaning services for debris created during set-up and show hours.

If you have any questions or need assistance with any items not listed, please contact our exhibits department.

A surcharge may be applied for any damage and or staining of exhibit space.

SPECIAL INSTRUCTIONS

Please indicate on the lines below any special cleaning requests or instructions you may have.

EXHIBITOR INFORMATION

COMPANY

CONTACT

BOOTH#

COST SUMMARY

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25% CANCELLATION FEE	(OFFICE USE ONLY)	
SUBTOTAL		
7.5% SALES TAX		
TOTAL	US DOLLARS	

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TABLE AND CHAIR RENTAL ORDER FORM & INVOICE


TABLES

Description	Qty.	Discount Rate	Standard Rate	Total
 TABLES 30" HEIGHT				
8' x 2' Skirted		225.00	292.50	
6' x 2' Skirted		192.00	249.60	
4' x 2' Skirted		171.00	222.30	
Fourth side of table skirted		72.00	93.60	
Unskirted table <input type="checkbox"/> 8' <input type="checkbox"/> 6' <input type="checkbox"/> 4'		98.00	127.40	




☐ Blue ☐ Red ☐ Peach ☐ Black ☐ Teal ☐ Burgundy
☐ Gold ☐ Green ☐ Grey ☐ White ☐ Purple

 TABLES 40" COUNTER HEIGHT				
8' x 2' Skirted		260.00	338.00	
6' x 2' Skirted		228.00	296.40	
4' x 2' Skirted		199.00	258.70	
Fourth side of table skirted		78.00	101.40	
Unskirted table <input type="checkbox"/> 8' <input type="checkbox"/> 6' <input type="checkbox"/> 4'		112.00	145.60	

☐ Blue ☐ Red ☐ Peach ☐ Black ☐ Teal ☐ Burgundy
☐ Gold ☐ Green ☐ Grey ☐ White ☐ Purple

 GREY PEDESTAL TABLE - 30" DIAMETER				
30" Table height		156.00	202.80	
40" Counter height		176.00	228.80	

CHAIRS

Description	Qty.	Discount Rate	Standard Rate	Total
 FABRIC SLED BASE CHAIR - GREY		115.00	149.50	
 FABRIC SLED BASE ARMCHAIR - GREY		128.00	166.40	
 FABRIC HIGHBACK STOOL - GREY		165.00	214.50	

EXHIBITOR INFORMATION

COMPANY

CONTACT

BOOTH#

COST SUMMARY

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SUBTOTAL		
7.5% SALES TAX		
TOTAL	US DOLLARS	

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
XPO/table-chair.cdr

SPECIALTY ACCESSORIES RENTAL ORDER FORM & INVOICE




DISPLAY UNITS

Description	Qty.	Discount Rate	Standard Rate	Total
 FABRIC POSTER BOARD 4' x 8' grey fabric covered both sides <input type="checkbox"/> Horizontal (shown) <input type="checkbox"/> Vertical		150.00	195.00	
 POP-UP BOOTH 9'-6" x 7'-5" tall Velcro compatible Set of four lights <input type="checkbox"/> Blue <input type="checkbox"/> Grey <input type="checkbox"/> Black		2,610.00	3,393.00	
 BLACK UPRIGHT LITERATURE RACK 6 pockets for 8.5" x 11" material		168.00	218.40	
 PLEXIGLASS BROCHURE HOLDER 9" x 11" <input type="checkbox"/> Table top <input type="checkbox"/> Wall mount		56.00	72.80	
 ALUMINUM EASEL Fits sign sizes: 22" x 28" 24" x 36" 28" x 44"		57.00	74.10	
 CHROME SIGN HOLDER 22" x 28"		141.00	183.30	

COUNTER UNITS

Description	Qty.	Discount Rate	Standard Rate	Total
 WHITE COUNTER Sliding doors & storage shelf 20" x 40" x 40" tall <input type="checkbox"/> Lock (\$20.00 each)		490.00	637.00	
 JEWELRY CASE One shelf 20" x 40" x 40" tall <input type="checkbox"/> Lock (\$20.00 each) <input type="checkbox"/> Lights (\$20.00 each)		695.00	903.50	
 SHOW CASE Two shelves 20" x 40" x 40" tall <input type="checkbox"/> Lock (\$20.00 each) <input type="checkbox"/> Lights (\$20.00 each)		760.00	988.00	
 COMPUTER COUNTER 12" keyboard extension Sliding doors & storage shelf base - 20" x 40" x 40" tall <input type="checkbox"/> Lock (\$20.00 each)		520.00	676.00	

ACCESSORIES

 TABLE TOP PLEXI DRAW BOX 12" x 12" x 12" tall		106.00	137.80	
 CHROME BAG HOLDER OR CLOTHING STAND		124.00	161.20	
 CHROME COAT TREE		124.00	161.20	

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COST SUMMARY

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7.5% SALES TAX		
TOTAL US DOLLARS		

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RENTAL EXHIBITS ORDER FORM & INVOICE

RENTAL INCLUDES: (Electricity NOT included)

Hardwall Panels (choose color below)

Standard Expo Carpeting (choose color below)

Standard Counter - 20" X 40" X 41" high

Header - One line black block letters (logos, special lettering & color available at additional cost - call for quote)

Labor to install and dismantle

HARDWARE PANELS	Quantity	Discount Rate	Standard Rate	Total
PLAN "A" 10' Exhibit		\$3,320.00	\$4,316.00	
PLAN "B" 20' Exhibit		\$5,410.00	\$7,033.00	
PLAN "C" 20' N-Line Exhibit		\$5,860.00	\$7,618.00	
PLAN "D" 20' Island Exhibit		\$7,400.00	\$9,620.00	

COLOR CHOICES (please complete)

HARDWALL PANEL

☐ Grey ☐ White

CARPET COLOR SELECTIONS

☐ Grey ☐ Red ☐ Teal ☐ Blue ☐ Black ☐ Burgundy ☐ Purple

HEADER TO READ (one line, block characters, black lettering)

Header
One

SPECIAL INSTRUCTIONS

EXHIBITOR INFORMATION

COMPANY

CONTACT

BOOTH#

ACCESSORY OPTIONS

Description	Qty.	Discount Rate	Standard Rate	Total
1 M Angeled Shelves		77.00	100.10	
1 M Shelves		72.00	93.60	
Spot Lights (For use with rental unit)		89.00	115.70	
Literature Pockets 8 1/2" X 11"		29.00	37.70	
Nylon Loop Fabric Panel		149.00 (per panel)	193.70 (per panel)	

COST SUMMARY

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TOTAL US DOLLARS		






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TABLE TOP EXHIBIT & CABINETS ORDER FORM & INVOICE

		Quantity	Discount Rate	Standard Rate	Total
	Tabletop Display Includes 8' draped table, please check color choice <input type="checkbox"/> Blue <input type="checkbox"/> Red <input type="checkbox"/> Teal <input type="checkbox"/> Grey <input type="checkbox"/> White <input type="checkbox"/> Black <input type="checkbox"/> Peach <input type="checkbox"/> Green <input type="checkbox"/> Burgundy <input type="checkbox"/> Purple <input type="checkbox"/> Gold		\$910.00	\$1,183.00	
 "A"	Cabinet "A" 20" x 40" x 41" High		\$490.00	\$637.00	
 "B"	Cabinet "B" 20" x 80" x 41" High		\$690.00	\$897.00	
 "C"	Cabinet "C" 20" x 61" x 41" High		\$660.00	\$858.00	
 "D"	Cabinet "D" 20" x 61" x 41" High with locking doors		\$680.00	\$884.00	

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Tabletop & Cabinets



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GRAPHICS AND SIGN ORDER FORM & INVOICE

STANDARD SIGN SIZES

Quantity	Description	Discount Rate	Standard Rate	Total
	7" x 11"	31.00	40.00	
	7" x 44"	37.00	48.00	
	11" x 14"	47.00	61.00	
	14" x 22"	63.00	82.00	
	22" x 28"	79.00	103.00	
	28" x 44"	113.00	147.00	

Prices listed are for one-color copy (up to 10 words) on a white background.

OPTIONAL SERVICES

Quantity	Description	Discount Rate	Standard Rate	Total
	Over 10 words (Add per word)	3.62	4.70	
	Easel back on sign (Up to 22" x 28")	4.83	6.23	
	Logo sign	Quoted on Request		
	Banner	Quoted on Request		

DIGITAL GRAPHICS (6 SQ FT MINIMUM)

- Digital files must be provided to LES specifications.
- Graphics should be sent in vector format as .eps files.
- Also acceptable: Adobe Illustrator (.ai) & Corel Draw (.cdr) files
- Photographic & Pixel based complex graphics must be MINIMUM 100 dpi at actual output size.
- Acceptable formats include: .tif, .bmp, & Adobe Photoshop & Corel Photo Paint files
- All text MUST be outlined / converted to curves, or fonts included with image files.
- Art work is to be received as file ready.
- Editing & Design time is charged at a rate of \$75.00 per hour (1 hour minimum).
- Digital files must be received at least three (3) weeks before show to receive discount price.

Quantity	Description	Discount Rate	Standard Rate	Total
	Digital Prints per sq.ft. (Mounted on Foamcore w/ Matte Laminate)	\$19.50	\$27.80	

EXHIBITOR INFORMATION

COMPANY

CONTACT

BOOTH#

INDICATE YOUR SIGN COPY HERE

ADDITIONAL SERVICES & TERMS

If you would like us to provide more information and pricing on banners, logos, silk screening, special graphics or any other items please contact our Exhibits department for a complimentary consultation.

Orders required within 72 hours before show opening may be subject to a rush delivery charge. Please allow a minimum of 24 hours for any on-site sign orders.

CHOOSE YOUR LAYOUT

☐ Vertical

☐ Horizontal

Levy Exposition Services Inc.
to design layout

LETTER COLOR SELECTIONS

☐ Blue ☐ Red ☐ Green ☐ Teal ☐ Black ☐ Purple

Black lettering will be provided unless otherwise specified.

COST SUMMARY

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PLANT & FLOWER RENTAL ORDER FORM & INVOICE

LIVE PLANTS

Quantity	Description	Discount Rate	Standard Rate	Total
	Potted flowers	59.00	76.70	
	Boston fern	69.00	89.70	
	Hanging green plant	74.00	96.20	

LIVE TROPICAL PLANTS

Quantity	Description	Discount Rate	Standard Rate	Total
	3' - 4' tall floor plant	98.00	127.40	
	4' - 5' tall floor plant	114.00	148.20	
	6' tall floor plant	148.00	192.40	

COLORFUL FRESH CUT FLOWERS

Quantity	Description	Discount Rate	Standard Rate	Total
	Small floral arrangement	165.00	214.50	
	Large floral arrangement	199.00	258.70	

Please indicate color preference here, if any: _____

The above items are priced on a rental basis only. Price includes container, delivery, installation and removal at the end of show.
Any items missing from the booth upon dismantling are the responsibility of the exhibitor and an additional charge will be applied.

SPECIAL INSTRUCTIONS

EXHIBITOR INFORMATION

COMPANY

CONTACT

BOOTH#

COST SUMMARY

RATE ADJUSTMENT	(OFFICE USE ONLY)	
25% CANCELLATION FEE	(OFFICE USE ONLY)	
SUBTOTAL		
7.5% SALES TAX		
TOTAL	US DOLLARS	

PLEASE REFER TO THE PAYMENT & CREDIT CARD CHARGE AUTHORIZATION FORM

ORDERS WILL NOT BE PROCESSED WITHOUT PAYMENT

STANDARD RATE will be applied to all orders not received and paid in full by **March 13, 2020**. We reserve the right to adjust orders calculated incorrectly.

A 25% CANCELLATION FEE will be applied to all orders received then canceled. If full service has been provided then 100% of original fee will be applied.



Fax: 253 437 0032
14900 Interurban Avenue South, Suite 271
Seattle, WA
USA 98168
Telephone: 253 437 0031
E-mail: operations@levyshow.com

ITEX 2020
April 14 - 15, 2020
Gaylord Palms Resort & Convention Center
Kissimmee, FL

LABOR ORDER FORM & INVOICE

SUPERVISION SERVICES (Please indicate desired service)

LEVY EXPOSITION SERVICES INC. SUPERVISED

☐ MOVE IN

☐ MOVE OUT

LEVY EXPOSITION SERVICES INC. WILL SUPERVISE labor to unpack and install display before exhibitor arrival at show site and/or dismantle and pack display after show closing.

A **35% (\$50.00 minimum) Surcharge** will be added to the labor rates below for this professional supervision.

EXHIBITOR SUPERVISED

☐ MOVE IN

☐ MOVE OUT

EXHIBITOR WILL SUPERVISE the laborers provided by Levy Exposition Services Inc. for the installation and/or dismantle of the exhibit.

Supervisor's name _____

Starting time can be guaranteed only when labor is requested for the start of the working day at 8 AM. For all other starting times, check in at the **Exhibitor Service Desk** one-half (½) hour before time requested.

LABOR RATES

REGULAR TIME	8:00 AM - 4:30 PM Monday to Friday	\$111.00 per Hour
OVER TIME	4:30 PM - 8:00 AM Monday to Friday, All day Saturday, Sunday, and holidays.	\$184.00 per Hour

ESTIMATED INSTALLATION REQUIREMENTS

REGULAR TIME	____ Laborers	____ Hours	\$111.00 per Hour	\$_____ Total	A minimum charge for labor is one (1) hour per laborer. Labor thereafter is charged in one-half (½) hour increments. Date Required _____ Start Time _____
OVER TIME	____ Laborers	____ Hours	\$184.00 per Hour	\$_____ Total	

ESTIMATED DISMANTLE REQUIREMENTS

REGULAR TIME	____ Laborers	____ Hours	\$111.00 per Hour	\$_____ Total	A minimum charge for labor is one (1) hour per laborer. Labor thereafter is charged in one-half (½) hour increments. Date Required _____ Start Time _____
OVER TIME	____ Laborers	____ Hours	\$184.00 per Hour	\$_____ Total	

INBOUND FREIGHT INFORMATION

Carrier	Date Shipped
Number of Pieces	Weight
Pro Number	Arrival Date (Target)
<input type="checkbox"/> Loose Display	<input type="checkbox"/> Crated Display
Quantity of Ladders Required (Optional)	

EXHIBITOR INFORMATION

COMPANY	
CONTACT	BOOTH#

COST SUMMARY

RATE ADJUSTMENT	(OFFICE USE ONLY)	
CANCELLATION FEE	(OFFICE USE ONLY)	
SUBTOTAL		
SUPERVISION 35% (\$50.00 min.)		
7.5% SALES TAX		
TOTAL US DOLLARS		

PLEASE REFER TO THE PAYMENT & CREDIT CARD CHARGE AUTHORIZATION FORM

****ORDERS WILL NOT BE PROCESSED WITHOUT PAYMENT****

TERMS & CONDITIONS Gratuities in any form, including cash, gifts or labor hours for work not actually performed are prohibited. We reserve the right to adjust orders calculated incorrectly.

CANCELLATION FEE A one (1) hour "per person, per hour" charge will be applied for all canceled labor orders.



Fax: 253 437 0032 Tel: 253 437 0031
14900 Interurban Avenue South, Ste. 271
Seattle, WA
USA 98168

Order On-Line at:
www.levyshow.com

Booth Labor (I&D) Part 2 - Outbound Shipping Instructions

Show Name ITEX 2020

Show Dates April 14 - 15, 2020

Exhibitor Name:	Tel. #:	Booth Number
Billing Address:	Fax #:	
City/State/Zip:	Auth. by:	

1 Outbound Shipping Instructions

Please complete this section if Levy will be supervising booth labor.

Exhibitor Outbound Shipping Instructions: At close of show, exhibitor freight will be shipped to the following address:
If your freight is being forwarded to another show, be sure to include the name of show and your booth number.

Company/Show:	Booth #:
Address:	
City/State/Zip:	
Attention:	

■ Select Shipping Method:

Select carrier ▶

☐ Ship via carrier of exhibitor's choice.

Name of Carrier:

☐ Ship via official show freight carrier.

Select shipping method ▶

☐ Ground

☐ Air Select Service Preferred

Please note:

- If an exhibitor is using a carrier of his/her own choice (or not using the official show freight carrier), the exhibitor is responsible for arranging for carrier to pick up at close of show.
- Levy cannot guarantee pick up time for exhibitor appointed carriers. All shipments are moved out of the exhibit hall at Levy's discretion.

2 Billing Information

Please indicate billing information for carrier charges if different than above.

Bill Shipping Charges to (if different from above):

Shipper (signature):	Shipper (print name):
Freight Charges Billed To (Company/Show):	
Address:	
City/State/Zip:	
Telephone:	Attention:

Full payment must accompany order. PLEASE, NO TELEPHONE ORDERS.

Credit Card Authorization MUST be on file with Levy Exposition Services before any goods or services will be rendered regardless of your preferred method of payment. By utilizing this form, exhibitors acknowledge that they have read and agree to comply with the terms of the Limits of Liability statements contained herein.

REV. 10/01

PAYMENT & LABOR

The terms and conditions set forth below become part of the contractual agreement between Levy Exposition Services Inc. and you, the EXHIBITOR. Acceptance of said terms and conditions will be construed when any of the following conditions are met:

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

DEFINITIONS

"Levy Exposition Services Inc." ("LES"), and any sub-contractors affiliated within the show. The term EXHIBITOR shall be construed within the meaning of this contract as the EXHIBITOR and/or its employees, agents, representatives, and/or any Exhibitor Appointed Contractor (E.A.C.).

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 LES except where specifically identified as a sale. All LES rentals include delivery, installation and removal from EXHIBITOR's booth. In case of cancellation, a one-hour "per person, per hour" charge will be applied to all labor orders that are not canceled in writing at least 24 hours prior to the scheduled start time. If services have already been provided at the time of cancellation, 100% of original fee will be applied. It is EXHIBITOR'S responsibility to advise LES Exhibitor Services personnel of any problem with any order, and to check invoices for accuracy prior to the close of the exhibit. If EXHIBITOR is exempt from payment of sales tax, LES 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, LES requires 100% prepayment of advance orders, and any orders 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 the UNITED STATES OF AMERICA, 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 pre-paid basis only. If any finance charge here under 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 LES shall either be applied to reduce the principal unpaid balance or refunded to the payer. These payment terms and conditions shall be governed by and construed in accordance with the LAWS OF THE STATE OF FLORIDA. In the event of any dispute between EXHIBITOR and LES 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 LES relative to any services, as an offset against the amount of any alleged loss or damage. Any claim against LES shall be considered a separate transaction, and shall be resolved on its own merits. LES reserves the right to charge EXHIBITOR for the difference between the EXHIBITOR's estimate of charges and the actual charges incurred by the EXHIBITOR, or for any charges that LES may be obligated to pay on behalf of the EXHIBITOR, including without limitation, any shipping charges.

LABOR PROVIDED UNDER THE SUPERVISION OF LES

RESPONSIBILITIES

LES shall be responsible for the performance of labor provided under this option. LES cannot assume responsibility for any acts of, or loss to, persons, parties and/or other contracting firms not under LES's direct supervision and control. In no event shall LES be liable for loss or damage caused by delay in labor beginning work when EXHIBITOR requests labor to begin later than the start of the working day. LES shall not be responsible for loss, delay or damage due to strike, lockouts, and/or work stoppages, or other causes beyond LES's reasonable control.

INDEMNIFICATION

LES agrees to indemnify, hold harmless, and defend EXHIBITOR 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 LES employees, or property damage arising out of work performed by labor provided by and supervised by LES, except when EXHIBITOR exercises direction and/or control over the work being performed.

LABOR PROVIDED UNDER THE SUPERVISION OF EXHIBITOR

RESPONSIBILITIES

EXHIBITOR shall be responsible for the performance of labor provided under this section. It is responsibility of EXHIBITOR to supervise labor secured through LES 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 LES 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 LES 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 LES employees, and/or property damage arising out of work performed by labor provided by LES but supervised by EXHIBITOR. Further, EXHIBITOR's indemnification of LES 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 LES to work in a manner that violates any of the above rules, regulations, and/or ordinances.

IMPORTANT

PLEASE REFER TO LES's MATERIAL HANDLING TERMS AND CONDITIONS AS THEY RELATE TO MATERIAL HANDLING SERVICES. CONTRACTUAL TERMS DEPEND ON THE NATURE OF SERVICES SECURED BY EXHIBITOR THROUGH LES. TERMS & CONDITIONS MAY VARY FOR EACH TYPE OF SERVICE ORDERED THROUGH LES.

TERMS & CONDITIONS





MATERIAL HANDLING FAQs

The following is a list of frequently asked questions pertaining to material handling and freight services. We strongly recommend that you read this document in its entirety to better familiarize yourself with the processes relating to material handling and freight services.

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

HOW DO I SHIP TO THE ADVANCE WAREHOUSE?

- We will accept freight beginning 30 days prior to show move-in.
- To check on your freight arrival, call Exhibitor Services at the number listed on the Quick Facts.
- To ensure timely arrival of your materials at show site, freight should arrive by the deadline date listed on the Quick Facts and Shipping Instructions pages. Your freight will still be received after the deadline date, but additional charges will be incurred.
- The warehouse will receive shipments Monday through Friday, except holidays. Refer to the Shipping Instructions page for warehouse receiving hours.
- The warehouse will accept crates, cartons, skids, trunks/cases and carpets. Loose or pad-wrapped materials must be sent directly to show site.
- All shipments must have a bill of lading or delivery slip indicating the number of pieces, type of merchandise and weight.
- Certified weight tickets must accompany all shipments.
- Warehouse freight will be delivered to the booth prior to exhibitor setup.
- Please call the number located on the Quick Facts if you want to ship oversized material that requires special equipment to the warehouse.

HOW DO I SHIP TO SHOW SITE?

- Freight will be accepted only during exhibitor move-in. Please refer to the Quick Facts for the specific exhibitor move-in dates and times.
- All shipments must have a bill of lading or delivery slip indicating the number of pieces, type of merchandise and weight.
- Certified weight tickets must accompany all shipments.

WHAT ABOUT PREPAID OR COLLECT SHIPPING CHARGES?

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

HOW SHOULD I LABEL MY FREIGHT?

- The label should contain the exhibiting company name, the booth number and the name of the event.
- The specific shipping address for either the warehouse or show site can be found on the Quick Facts and Shipping Instructions pages.

HOW DO I ESTIMATE MY MATERIAL HANDLING CHARGES?

- Charges will be based on the weight of your shipment. Each shipment received is considered separately. The shipment weight will be rounded to the next 100 pounds. Each 100 pounds is considered one “cwt.” (one hundred weight). All shipments are subject to reweigh.
- On the Order Form, select whether the freight will arrive at the warehouse or be sent directly to show site.
- Next, select the category that best describes your shipment. There are three categories of freight:

Crated: material that is skidded or is in any type of shipping container that can be unloaded at the dock with no additional handling required.

Special Handling: material delivered by the carrier in such a manner that it requires additional handling, such as ground unloading, stacked and constricted space unloading, designated piece unloading, loads mixed with pad-wrapped material, loads failing to maintain shipping integrity, carpet and/or pad-only shipments, and shipments that require additional time, equipment or labor to unload. Federal Express, UPS and all van lines are included in this category due to their delivery procedures.

Uncrated: material that is shipped loose or pad-wrapped, and/or unskidded machinery without proper lifting bars or hooks.

- Add overtime charges for inbound if material is delivered to the booth during the overtime period stated on the Quick Facts and Shipping Instructions pages. This includes both warehouse and show site shipments.

- Add overtime charges for outbound if material is loaded onto the outbound carrier during the overtime period stated on the Quick Facts and Shipping Instructions pages.
- Add the late delivery charge listed on the Order Form if the shipment is accepted at the warehouse or at show site after the deadline date listed on the Quick Facts and Shipping Instructions pages.
- The above services, whether used completely or in part, are offered as a package and the charges will be based on the total inbound weight of the shipment.
- Shipments received without receipts or freight bills, such as UPS and Federal Express, will be delivered to the booth without guarantee of piece count or condition.

WHAT HAPPENS TO MY EMPTY CONTAINERS DURING THE SHOW?

- Pick up “Empty Labels” at the Service Center. Place a label on each container. Labeled containers will be picked up periodically and stored in non-accessible storage during the show.
- At the close of the show, the empty containers will be returned to the booth in random order. Depending on the size of the show, this process may take several hours.
- *Please note that LEVY will assume no liability for interrupted travel plans due to the length of time required for the empty container return. It is the responsibility of the exhibitor to schedule travel plans accordingly.*

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

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

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

- Each shipment must have a completed Material Handling Agreement in order to ship materials from the show. All pieces must be labeled individually.
- To save time, complete and submit the Outbound Shipping Form in advance, or you may contact the Service Center at show site for your shipping documents. The Material Handling Agreement and labels will be processed and available prior to show closing.
- After materials are packed, labeled, and ready to be shipped, the completed Material Handling Agreement must be turned in at the Service Center.
- Call your designated carrier with pick-up information. Please refer to the Quick Facts and Shipping Instructions pages for specific dates and times. In the event your selected carrier fails to show on final move-out day, your shipment will either be rerouted to LEVY’s carrier choice or delivered back to the warehouse at exhibitor’s expense.
- For your convenience, show-recommended carriers will be on site to handle outbound transportation.

WHERE DO I GET A FORKLIFT?

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

DO I NEED INSURANCE?

- Be sure your materials are insured from the time they leave your firm until they are returned after the show. It is suggested that exhibitors arrange all-risk coverage. This can be done by riders to your existing policies.
- All materials handled by LEVY are subject to the enclosed Terms and Conditions.

OTHER AVAILABLE SERVICES (may not be available in all locations)

- Cranes
- Scissor lifts, condors
- Access storage at show site
- Exhibit transportation services (see enclosed Liberty Convention Freight form)
- Security storage at show site
- Short-term and long-term warehouse storage
- Local pick-up and delivery



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ITEX 2020
April 14 - 15, 2020
Gaylord Palms Resort & Convention Center
Kissimmee, FL

MATERIAL HANDLING ORDER FORM & INVOICE

MATERIAL HANDLING SERVICES

Crated: material that is skidded or is in any type of shipping container that can be loaded at the dock with no additional handling required.

Special Handling: material delivered by the carrier in such a manner that it requires additional handling, such as ground unloading, side door unloading, constricted space loading, designated piece loading, and stacked shipments.

Federal Express, UPS and all van lines are included in this category due to their delivery procedures.

Normal Warehouse Hours for Receiving Freight: 8:00 A.M. To 3:00 P.M. Monday through Friday, Holidays excluded.

Uncrated: material that is shipped loose or pad-wrapped, and/ or unskidded machinery without proper lifting bars or hooks.

Small Package: a small package shipment is a shipment totaling any number of pieces with a combined weight not to exceed 50lbs. that is received on the same day, from the same shipper and delivered by the same carrier.

DESCRIPTION	CWT Price	Minimum
Showsite Shipment		
Crated or Skidded Shipment.....	\$ 145.00	\$ 290.00
Special Handling Shipment.....	188.00	376.00
Uncrated or Pad Wrapped Shipment.....	195.00	390.00
Small Package shipment	55.00	55.00
Advance Shipment		
Crated or Skidded Shipment.....	\$ 160.00	\$ 320.00
Special Handling Shipment.....	200.00	400.00
Late to Warehouse (In Addition to Base Rate).....	59.00	118.00
Small Package shipment	65.00	65.00

PLEASE NOTE: Total weight is in lbs. With a minimum shipment of 200 lbs. Please round up to the next 100 lbs when filling out the weight of your shipment.

Description	Weight	CWT	Unit Price	Estimated Total Charges
Crated or Skidded Shipment	1200 LBS ÷ 100 = 12		\$160.00	\$1,920.00
PLEASE NOTE: Acceptance of Terms & Conditions will be construed when the Material Handling Service Agreement is signed; or when exhibitor's materials are delivered to Levy Exposition Services Inc. warehouse or to a SHOW / EXPOSITION SITE for which Levy Exposition Services Inc. is the official show contractor.		RATE ADJUSTMENT (OFFICE USE ONLY)		
		SUBTOTAL		
		7.5% SALES TAX		
		TOTAL U. S. DOLLARS		

EXHIBITOR INFORMATION

COMPANY

CONTACT

BOOTH#

PLEASE REFER TO THE PAYMENT & CREDIT CARD CHARGE AUTHORIZATION FORM

****ORDERS WILL NOT BE PROCESSED WITHOUT PAYMENT****



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E-mail: operations@levyshow.com

ITEX 2020
April 14 - 15, 2020
Gaylord Palms Resort & Convention Center
Kissimmee, FL

SHIPPING INSTRUCTIONS

SHIPMENTS CAN BE SENT DIRECTLY TO THE SHOW-SITE ON MOVE-IN DAY, OR TO THE ADVANCE WAREHOUSE UP TO THIRTY DAYS PRIOR TO MOVE-IN.

All freight shipped to the advance receiving warehouse must be properly crated, boxed, or stretch wrapped on pallets.

ADVANCE RECEIVING

For advance receiving, mail or fax the Material Handling Order Form & Invoice with pre-payment to LEVY EXPOSITION SERVICES INC. Shipments sent collect **WILL NOT** be accepted.

Advance receiving includes the following:

- receiving your material at the warehouse up to thirty days in advance of the move-in day
- delivering the shipment to your booth at the facility
- removing empty crates from your booth to a designated storage area
- returning your empty crates to your booth at the close of the show
- loading your crates onto your designated carrier at the close of the show

The material handling services provided by LEVY EXPOSITION SERVICES INC. end with the close of the show. It is the responsibility of the exhibitor to make appropriate arrangements with a carrier for shipping following the close of the show. Please make special note of the allotted move-out times and days, and confirm with your carrier that they are able to meet these allotted times.

Please remove all old shipping labels and ensure that all freight destined for the advance warehouse is labeled with the following information:

ITEX 2020
COMPANY NAME & BOOTH #
Levy Exposition Services Inc.
c/o Liberty CFS NV, Inc.
3315 Maggie Blvd.
Suite 300
Orlando, FL 32811

Shipments may be sent to the advance warehouse up to thirty days prior to the move-in day for the show. All shipments however, must be received at the warehouse a minimum of one week (seven days) in advance of the show move-in date. Shipments received less than seven days prior to the move-in day are subject to extra charges and delivery time **will not** be guaranteed. All shipments must be received at the advance warehouse between the hours of 08:00 and 15:00, Monday to Friday, no earlier than **March 9, 2020** and no later than **April 6, 2020. Shipments that arrive prior to March 9, 2020 or after**

April 6, 2020 will incur a surcharge.

Shipments must include a certified weight ticket or bill of lading.

SHOW-SITE RECEIVING

For show-site receiving, mail or fax the Material Handling Order Form & Invoice with pre-payment to LEVY EXPOSITION SERVICES INC. Shipments sent collect **WILL NOT** be accepted.

Show-site receiving includes the following:

- receiving and signing for your shipment on your behalf
- delivering the shipment to your booth at the facility
- removing empty crates from your booth to a designated storage area
- returning your empty crates to your booth at the close of the show
- loading your crates onto your designated carrier at the close of the show



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Gaylord Palms Resort & Convention Center
Kissimmee, FL

SHIPPING INSTRUCTIONS (CONT'D.)

SHOW-SITE RECEIVING (CONT'D.)

The material handling services provided by LEVY EXPOSITION SERVICES INC. end with the close of the show. It is the responsibility of the exhibitor to make appropriate arrangements with a carrier for shipping following the close of the show. Please make special note of the allotted move-out times and days, and confirm with your carrier that they are able to meet these allotted times.

Please remove all old shipping labels and ensure that all freight destined for show-site receiving is labeled with the following information:

ITEX 2020
COMPANY NAME & BOOTH #
Gaylord Palms Resort & Convention Center
c/o Levy Exposition Services Inc.
3208 Gaylord Way
Kissimmee, FL 34746

PLEASE NOTE THAT SHIPMENTS CANNOT BE RECEIVED AT THE GAYLORD PALMS RESORT & CONVENTION CENTER PRIOR TO 1:00 PM ON MONDAY, APRIL 13, 2020. ALL SHIPMENTS MUST INCLUDE A CERTIFIED WEIGHT TICKET OR BILL OF LADING.

LIMITS OF LIABILITY

See Material Handling Terms & Conditions Sheet enclosed.

MATERIAL HANDLING

Acceptance of said terms and conditions will be constructed when any of the following conditions are met:

- ~ **THE MATERIAL HANDLING ORDER FORM AND INVOICE IS SIGNED; OR**
- ~ **WHEN EXHIBITOR'S MATERIALS ARE DELIVERED TO LES'S WAREHOUSE OR TO A SHOW/ EXPOSITION SITE FOR WHICH LEVY EXPOSITION SERVICES INC. IS THE OFFICIAL SHOW CONTRACTORS; OR**
- ~ **WHEN AN ORDER FOR LABOR AND/ OR RENTAL EQUIPMENT IS PLACED BY AN EXHIBITOR WITH LEVY EXPOSITION SERVICES INC.**

1. **DEFINITIONS.** "Levy Exposition Services Inc" ("LES"), and any sub-contractors affiliated within the show.
2. **PACKAGING AND CRATES.** LES shall not be responsible for damage to loose, uncrated materials, pad-wrapped or shrink-wrapped materials, glass breakage, concealed damage, carpets in bags or poly, or materials improperly packed. In addition, LES shall not be responsible for crates and packaging which are unsuitable for handling, in poor condition, or have prior damage. Crated and packaging should be of a design to adequately protect contents for handling by forklift and similar means.
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 his representative. All previous labels must be removed or obliterated. LES assumes no responsibility for: Error in the above procedures; Removal of containers with old empty labels & without LES labels; or Improper information on empty labels. LES WILL NOT BE LIABLE FOR LOSS OR DAMAGE TO CRATES AND CONTAINERS OR THEIR CONTENTS WHEN SAID ITEMS ARE IN EMPTY CONTAINER STORAGE.
4. **INBOUND SHIPMENT(S).** Consistent with trade show industry practices, there may be a lapse of time between the delivery of shipment(s) to the booth and the arrival of EXHIBITOR or his representative, and during such time the materials will be left unattended. LES WILL NOT BE RESPONSIBLE OR LIABLE FOR ANY LOSS, DAMAGE, THEFT, OR DISAPPEARANCE OF EXHIBITOR'S MATERIALS AFTER SAME HAVE BEEN DELIVERED TO EXHIBITOR'S BOOTH AT SHOW SITE. LES highly recommends the securing of security services for Facility or Show Management.
5. **OUTBOUND SHIPMENT(S).** Consistent with trade show industry practices, there may be a lapse of time between the completions of packing and the actual pickup of materials from the booths for loading onto a carrier and during such time the materials will be left unattended. LES WILL NOT BE RESPONSIBLE OR LIABLE FOR ANY LOSS, DAMAGE, THEFT, OR DISAPPEARANCE OF EXHIBITOR'S MATERIALS BEFORE SAME HAVE BEEN PICKED UP FOR RELOADING AT THE CONCLUSION OF THE EVENT. LES highly recommends the securing of security services from Facility or Show Management. All Material Handling Agreements submitted to LES by EXHIBITOR will be checked at the time of pickup from booth and corrections will be made where discrepancies exist between the quantities of times listed by EXHIBITOR and the actual count of such items in the booth at the time of pickup.
6. **LES'S RESPONSIBILITIES.** LES shall be responsible only for those services which it directly provides. LES assumes no responsibility for any persons, parties, or other contracting firms not under LES's direct supervision and control. LES shall not be responsible for loss, delay, or damage due to strike, lockouts, work stoppages, natural elements, vandalism, acts of God, civil disturbances, power failure, explosion, acts of terrorism or war, other causes beyond LES's reasonable control, nor for ordinary wear & tear in the handling of materials.
7. **INSURANCE.** It is understood that LES is not an insurer. Insurance on exhibit materials, if any, shall be obtained by EXHIBITOR in amounts and for perils determined by EXHIBITOR. EXHIBITOR agrees to provide LES with a release of subrogation to the extent of any insurance settlement received.
8. **CLAIM(S) FOR LOSS.** Claims for loss or damage must be reported at show-site.
 - A. **PAYMENT FOR SERVICES MAY NOT BE WITHHELD.** In the event of any dispute between the EXHIBITOR shall not be entitled to and shall not withhold payment, or any partial payment due to LES for its services, as an offset against the amount of any alleged loss or damage.
 - B. **MAXIMUM RECOVERY.** If found damaged LES's sole and exclusive MAXIMUM liability for loss or damage to EXHIBITOR's materials and EXHIBITOR's sole and exclusive remedy is limited to \$.50 per pound article with a maximum liability of \$100.00 per item, or \$1,500.00 per shipment.
9. **JURISDICTION.** THIS CONTRACT SHALL BE CONSTRUED UNDER THE LAWS OF THE STATE OF FLORIDA WITHOUT GIVING EFFECT TO ITS CONFLICT OF LAWS RULES. EXCLUSIVE VENUE FOR ALL DISPUTES ARISING OUT OF OUR RELATING TO THIS CONTRACT SHALL RESIDE IN A COURT OF COMPETENT JURISDICTION IN KISSIMMEE, FLORIDA.
10. **INDEMNIFICATION.** EXHIBITOR agrees to indemnify, forever hold harmless and defend LES, its employees, directors, officers, and agents from and against any and all demands, claims, causes of action, fines, penalties, damages (including consequential), liability, judgments, and expenses (including but not limited to reasonable attorney's 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:
 - EXHIBITOR's negligent supervision of any labor secured through LES, or the negligent supervision of such labor by any of EXHIBITOR's employees, agents, representative, customers, invitees and/or Exhibitor Appointed Contractor (EAC).
 - EXHIBITOR's negligence, willful misconduct, or deliberate act of EXHIBITOR's employees, agents, representatives, customers, invitees and/or any Exhibitor Appointed Contractor (EAC) at the show or exposition to which this contract relates.
 - EXHIBITOR's violation of U.S.A. or Local ordinances or the violation of Show Regulations and/or Rules as published and set forth by Facility and/or Show Management.
 - EXHIBITOR's inclusion of illegal substances, hazardous materials or waste in any shipment placed with LES and for the violation of the representations and warranties made regarding hazardous materials made on the front of this Agreement.
11. **MISCELLANEOUS.** EXHIBITOR, as a material part of the consideration LES for material handling and transportation services, waives and releases all claims against LES, its employees, agents, officers, and directors, with respect to all matters for which LES has disclaimed liability pursuant to the provisions of this contract. The EXHIBITOR acknowledges that he or she has read this agreement, understands it and agrees to be bound by its terms, and further agrees that it is the complete and exclusive agreement between the parties. The invalidity or enforceability of any provision hereof shall not affect, modify, or impair the validity and enforceability of all provisions herein.

TERMS & CONDITIONS

LEVY
EXPOSITION SERVICES INC.



ADVANCE WAREHOUSE

To: _____

EXHIBITOR NAME

Levy Exposition Services Inc.
c/o Liberty CFS NV, Inc.
3315 Maggie Blvd.
Suite 300
Orlando, FL 32811

EVENT: _____ ITEX 2020

BOOTH NO. _____ # _____ OF _____ PCS.

Cut along line and tape label to shipment



ADVANCE WAREHOUSE

To: _____

EXHIBITOR NAME

Levy Exposition Services Inc.
c/o Liberty CFS NV, Inc.
3315 Maggie Blvd.
Suite 300
Orlando, FL 32811

EVENT: _____ ITEX 2020

BOOTH NO. _____ # _____ OF _____ PCS.

Cut along line and tape label to shipment

The above labels are provided for your convenience.
Place one on each piece shipped to the ADVANCE WAREHOUSE

If more labels are needed, copies are acceptable.



SHOWSITE

To: _____
EXHIBITOR NAME

**Gaylord Palms Resort & Convention Center
c/o Levy Exposition Services Inc.
3208 Gaylord Way
Kissimmee, FL 34746**

EVENT: ITEX 2020

BOOTH NO. _____ # _____ OF _____ PCS.

----- Cut along line and tape label to shipment -----



SHOWSITE

To: _____
EXHIBITOR NAME

**Gaylord Palms Resort & Convention Center
c/o Levy Exposition Services Inc
3208 Gaylord Way
Kissimmee, FL 34746**

EVENT: ITEX 2020

BOOTH NO. _____ # _____ OF _____ PCS.

----- Cut along line and tape label to shipment -----

The above labels are provided for your convenience.

Place one on each piece shipped to SHOWSITE.

If more labels are needed, copies are acceptable.



LibertyCFS NV, Inc.

A Veteran Owned Company

Tel: 905-338-3993 ♦ Fax: 905-338-1092

ORDER FORM

exhibitorservices@libertycfs.us

LibertyCFS Transportation & Customs Order Form

1. Please accept this form as your authority to provide Customs and/or Transportation services. We wish to use LibertyCFS NV, Inc. for the following:			
<input type="checkbox"/> Customs & Transportation		<input type="checkbox"/> Customs Only	
<input type="checkbox"/> Transportation Only		<input type="checkbox"/> Return Only	
2. Pick-up Location	Company		
	IRS # Tax ID <i>Int'l Shipments Only</i>		
	Address 1		
	Address 2		
	City	State	Zip
	Contact		
	Phone	Fax	
3. Destination	Exhibitor		Booth
	Show Name		
	Address 1		
	Address 2		
	Address 3		
	City	State	Zip
	Show Contact		Cell
<input type="checkbox"/> Shipper Other:		<input type="checkbox"/> Shipper Other:	
4. Billing Address	Address 1		
	Address 2		
	City	State	Zip
	Contact		
	Phone	Fax	
5. Return Freight to:	Address 1		
	Address 2		
	City	State	Zip
	Contact	Phone	
	PU Date		Arrive by
6. Credit Card	Card Number:		Charge to: <input type="checkbox"/> Visa <input type="checkbox"/> Master Card <input type="checkbox"/> AMEX
	Expiry Date:	Security Code:	E-mail Address:
	I hereby authorize the use of this card for payment of services related to this order form. I understand that declined credit cards are subject to a 30% surcharge.		Card Holder Name
	Signature <i>(Hand Written)</i>		
7. Transportation Info			
Pick up	Date	Hours - From	To
Delivery	Date	Time	
Description of Packages/Contents			
<input type="checkbox"/>	Cartons or Boxes	Dimensions (LxWxH)	
<input type="checkbox"/>	Vinyl Cases		
<input type="checkbox"/>	Wooden Crates		
<input type="checkbox"/>	Flat Pieces	Description of Goods	
<input type="checkbox"/>	Skids or Pallets		
<input type="checkbox"/>	Trunks		
<input type="checkbox"/>	Tubes	Weight	
<input type="checkbox"/>	Other		
<input type="checkbox"/>	Total	<input type="checkbox"/> Pounds	<input type="checkbox"/> Kilos
8. Service Requested: <input type="checkbox"/> Express <input type="checkbox"/> Ground LTL 5-7 Day <input type="checkbox"/> Int'l <input type="checkbox"/> Inside Pickup <input type="checkbox"/> Inside Delivery <input type="checkbox"/> Liftgate for pickup <input type="checkbox"/> Liftgate for delivery <input type="checkbox"/> Other (Specify below)			
Declared Value for Carriage			
The declared value for carriage of this shipment is agreed to and understood to be \$0.50 per pound multiplied by the number of pounds of that part of the shipment lost or damaged but not less than \$50.00 per shipment unless a value is declared below and applicable charges paid thereon. Subject to the Terms and Conditions on reverse side the liability of Carrier for loss/damage is as stated below. LibertyCFS NV, INC charge 4% of value, Min \$40. Enter Amount \$ _____			
FAA/DOT Security Approval: Known/Unknown Shipper Security and Hazardous Material Declaration I certify that this shipment does not contain any hazardous materials. I consent to search of this shipment. I am aware that this endorsement and original signature, along with other shipping documents, will remain on file until this shipment is delivered. I also certify that the described materials are properly classified, described, packaged, marked and labeled and are in proper condition for transportation according to the applicable regulations of DOT Signature _____			

Please note: When shipping to a second conference, please complete a second form

Print Form



LibertyCFS NV, Inc.

*A Veteran Owned Company
Delivering Freedom*

TRANSPORTATION & CUSTOMS SERVICES

The Liberty Advantage

Heading off to a trade show? Whether you are a seasoned professional or a first timer, LibertyCFS NV, Inc. is there to help you with any of your logistical needs. Let our team of transportation experts guide and support you through the entire process. LibertyCFS. offers complete worldwide land, sea and air freight forwarding services that are 100% devoted to tradeshow and conventions. We design solutions, tailored to fit your shipping and customs needs, be it across town, or across the continent.

Transportation

At LibertyCFS, we focus everyday on making your tradeshow experience a success, and we build competitively priced transportation solutions to do it.

- *Ground - LTL, Regular/Expedited*
- *Express / Economy Air*
- *Exclusive Use Vehicle*
- *International Freight Forwarding*
- *Customs Services*
- *Van Line / Padded Wrap*

Exhibitor Services

Pre-Show Support

- LibertyCFS will help you choose the most effective shipping solution, tailored to your needs and budget
- Tracking your freight and monitoring its progress, from your office to the showsite
- On-call freight professionals, every day, all day, answering your questions and giving you peace of mind

Show-time Support

- LibertyCFS people are on-site supervising the loading and unloading of your freight, making sure it is on-site, on time.
- On-site freight experts throughout the event, keeping you informed and prepared for the journey home

Post-Show Support

- Tracking your freight to its destination and making sure it arrives safely, on time and without incident
- Follow-up contact after the event to ensure your satisfaction with our services

*Complete the Order Form on the next page. You may also speak to your LibertyCFS
Exhibit Service Representative at 905-338-3993*

*Order Form to be returned to:
exhibitorservices@libertycfs.us or michelle@libertycfs.us
“Delivering Freedom”*



Fax: 253 437 0032
14900 Interurban Avenue South, Suite 271
Seattle, WA
USA 98168
Telephone: 253 437 0031
E-mail: operations@levyshow.com

ITEX 2020
April 14 - 15, 2020
Gaylord Palms Resort & Convention Center
Kissimmee, FL

REQUEST FOR SET-UP BY NON-OFFICIAL CONTRACTOR

The unpacking, erection, assembling, dismantling, and packing of displays and equipment must be done by the correct type of labor. Levy Exposition Services Inc., the official contractor, will have skilled craftsmen available to assist Exhibitors. Arrangements for labor should be made through Levy Exposition Services in advance whenever possible. Official labor forms are included in the Exhibitor Service Manual.

Exceptions to the foregoing will be considered only in cases where permission has been requested in writing by the Exhibitor and **received by Levy Exposition Services Inc. no later than March 13, 2020.** Exceptions will be granted only if it will not interfere with or prejudice the orderly set-up, interim service, or dismantling of the Exposition. An exception will not be granted if it is inconsistent with the commitments made and obligations assumed by Management in any contract with service contractors or its lease with **Gaylord Palms Resort & Convention Center.** For services such as electrical, plumbing, telephone, drayage, rigging and booth cleaning, no exception will be made, and the contractor designated by Management will be used.

All agents representing the Exhibitor must be fully identified by the official Management badge. All agents or representatives who are performing services other than the Exhibitor's own employees must provide Levy Exposition Services with **Certificates of Insurance naming Levy Exposition Services Inc., Gaylord Palms Resort & Convention Center and ITEX 2020 as additional insured's by March 13, 2020.** These Certificates of Insurance must include public liability and property damage insurance for at least \$1,000,000, and workmen's compensation insurance in accordance with local law.

Exhibitors wishing to use a contractor other than Levy Exposition Services Inc. to set up and dismantle their exhibits must fill out this form and return to us no later than March 13, 2020. If this form and the certificate of insurance from the non-official contractor is not received by March 13, 2020 your non-official contractor will be allowed to supervise only. All labor must then be hired from Levy Exposition Services Inc. for installation and dismantle of the exhibit.

ORIGINAL CERTIFICATES ONLY PHOTOSTATS OR FACSIMILES WILL NOT BE ACCEPTED

Name of Exhibiting Company: _____ Booth Number: _____

Contracting Company Name: _____

Contracting Company Address: _____

City: _____ State: _____ Zip: _____ Telephone: _____ Fax: _____

Estimated Arrival at Show: _____ Number of Workers: _____

Authorized By: _____ Title: _____
(Sign & Print Name)

Accent on Service...
Accent on Excellence!

Accent

TRADESHOW & EVENT FURNISHINGS

CUSTOM FURNITURE



CORDOBA... BLACK LEATHER



CM-1 Cordoba Sofa - Black Leather



CM-2 Cordoba Loveseat - Black Leather



CM-3 Cordoba Chair - Black Leather

CM-1 Sofa - Black Leather
80"L x 31"D x 33"H

CM-2 Loveseat - Black Leather
56"L x 31"D x 33"H

CM-3 Chair - Black Leather
33"L x 31"D x 33"H



CHARGED!



CONCORD... WHITE LEATHER



C-4 Concord Sofa - White Leather



C-4C Concord Sofa w/ Charging Console - White Leather



C-5 Concord Loveseat
White Leather



C-5C Concord Loveseat w/ Charging Console
White Leather



C-6 Concord Chair
White Leather

C-4 Sofa - White Leather
79.5"L x 32"D x 34.5"H

C-4C Sofa - White Leather
w/ Charging Console
87"L x 32"D x 34.5"H

C-5 Loveseat - White Leather
57"L x 32"D x 34.5"H

C-5C Loveseat - White Leather
w/ Charging Console
65.5"L x 32"D x 34.5"H

C-6 Chair - White Leather
33"L x 32"D x 34.5"H



CONCORD



ENCORE...WHITE LEATHER



H-7 Encore Curve Loveseat
White Leather



H-8 Encore Convex Loveseat
White Leather



H-9 Encore Wedge Table
White Leather - Powered



H-10 Encore Curved Bench
White Leather - Powered



H-7 Curve Loveseat - White Leather
71"Lx32"Dx31"H



H-8 Convex Loveseat - White Leather
71"Lx32"Dx31"H



H-9 Wedge Table - White Leather
45"Lx32"Dx8"H

H-10 Curved Bench - White Leather
58"Lx22"Dx7"H

LAREDO... BLACK LEATHER



C-1 Laredo Sofa - Black Leather



C-2 Laredo Loveseat - Black Leather



C-3 Laredo Chair - Black Leather

SOUTH BEACH... WHITE LEATHER



E-1 South Beach Sofa -White Leather



E-2 South Beach Chair
White Leather



E-3 South Beach Bench
White Leather

C-1 Sofa - Black Leather
77"Lx34"Dx32"H

C-2 Loveseat - Black Leather
54"Lx34"Dx32"H

C-3 Chair - Black Leather
32"Lx34"Dx32"H

E-1 Sofa - White Leather
85"Lx34"Dx32"H

E-2 Chair - White Leather
53"Lx34"Dx32"H

E-3 Bench - White Leather
53"Lx27"Dx18"H



MODERN... WHITE LEATHER & CHROME

H-5 Modern Sofa
White Leather
72"Lx32"Dx27"H

H-6 Modern Chair
White Leather
35"Lx32"Dx27"H



H-5 Modern Sofa



H-6 Modern Chair



CONTEMPO... WHITE OR BLACK LEATHER



☐ I-1 Contempo Curve Sofa
White Leather

☒ I-4 Contempo Curve Sofa
Black Leather



☐ I-2 Contempo Curve Bench
White Leather

☒ I-5 Contempo Curve Bench
Black Leather



☐ I-3 Contempo Round Ottoman
White Leather

☒ I-6 Contempo Round Ottoman
Black Leather

- Cre Sofa - White Leather
72"Lx34"Dx32"H

-2 Cre en h - White Leather
72"Lx34"Dx32"H

-3 on tto an - White Leather
42"Lx42"Dx32"H

-4 Cre Sofa - la Leather
72"Lx34"Dx32"H

-5 Cre en h - la Leather
72"Lx34"Dx32"H

- on tto an - la Leather
42"Lx42"Dx32"H



MONACO...WHITE LEATHER SECTIONAL



H-1 Monaco Chair
Left Corner - White Leather



H-2 Monaco Chair
Armless - White Leather



H-3 Monaco Chair
Right Corner - White Leather



H-4 Monaco Ottoman
White Leather



H-1 White Corner -Left
28.5"Lx28.5"Dx27.5"H

H-2 White r less
28"Lx28.5"Dx27.5"H

H-3 White Corner - ight
28.5"Lx28.5"Dx27.5"H

H-4 White S are ttto a
28"Lx28 D x 7"H
loa aila le in la



UPTOWN... BLACK SUEDE



A-1 Uptown Sofa - Black Suede



A-2 Uptown Loveseat - Black Suede



A-3 Uptown Chair - Black Suede



A-4 Uptown Bench - Black Suede

- Sofa - la S e e
83"L x 32"D x 32"H

-2 Lo eseat - la S e e
59"L x 32"D x 32"H

-3 Chair - la S e e
39"L x 32"D x 32"H

-4 en h - la S e e
"L x 2 "D x 7"H



NEWPORT... TAN SUEDE



B-1 Newport Sofa - Tan Suede



B-2 Newport Loveseat - Tan Suede



B-3 Newport Chair - Tan Suede

- Sofa - anS e e
79"L x 34"D x 32"H

-2 Lo eseat - anS e e
54"L x 34"D x 32"H

-3 Chair - anS e e
32"L x 34"D x 32"H



ACCENT CHAIRS...

-7 Stage Chair
la Leather
27"Lx23"Dx35"H

-8 Stage Chair
rg n Leather
27"Lx23"Dx35"H

-9 Stage Chair
White Leather
27"Lx23"Dx35"H

-9 lo e Chair - White Leather
3 "Lx3 "Dx32"H

- 8 s en Chair
White Leather
3 .5"Lx28"Dx3 "H

- est Chair
e o a leSwi el a let
Car on re a ri
3 "Lx32"Dx33"H



F-7



F-8



F-9



F-10



I-9



E-18



F-1

F-2



F-3

F-4



F-5

F-6

- ar elona Chair - e Leather
3 "Lx35"Dx33"H

-3 ar elona Chair - White Leather
3 "Lx35"Dx33"H

-5 ar elona Chair - la Leather
3 "Lx35"Dx33"H

-2 ar elona tto an - e Leather
24"Lx24"Dx 7"H

-4 ar elona tto an - White Leather
24"Lx24"Dx 7"H

- ar elona tto an - la Leather
24"Lx24"Dx 7"H



CHARGED!

**Electric Required for all CHARGED products*



E-14C



E-15C



M-5J

CHARGED CONFERENCE TABLES



P-13C



P-17C

- 4C all a le - White
Charge
"Lx 25"D x 42"H

- 5C Short a le - White
Charge
"Lx 25"D x 3 "H

DDL H
- L n er Lighting -on
aila le on -8C - 4C an
- 5C

-5 ar a le - White/Chro e
Charge
3 "Dia x 42"H

- 3C White La inant
Conferen e a le - Charge
53"Lx 33"D x 29"H

- 7C Waln t
Conferen e a le - Charge
72"Lx 32"D x 3 "H



CHARGED!

**Electric Required for all CHARGED products*



E-11 Charged Sofa
White Leather



E-12 Charged Loveseat
White Leather



E-13 Charged Chair
White Leather



- Sofa - White Leather - Charge
72"Lx3 "Dx32"H

- 2 Lo eseat - White Leather - Charge
55"Lx3 "Dx32"H

- 3 Chair - White Leather - Charge
33"Lx3 "Dx32"H



E-10Qi

Qi Wireless Charged + Electrical / USB
outlet. (Devise must be Qi-enabled)



E-8C

- iWhiteC e n a l e i Charge
2 "Lx2 "Dx2 "H

-8C Co tail - White e tangle - Charge
47"Lx23"Dx "H

OCCASIONAL TABLES...



I-7



I-8



A-10



A-11



B-4



B-5



D-4



D-5



D-6

-7 Co tail-Chro e/ lass
45"Lx32"Dx 8"H

- Co tail- la / lass
48"Lx24"Dx 7"H

-4 Co tail- at ral
48"Lx24"Dx 7"H

D-4 Co tail- la S are
3 "Lx3 "Dx "H

-8 n a le-Chro e/ lass
2 "Diax2 "H

- n a le- la / lass
2 "Lx2 "Dx2 "H

-5 n a le- at ral
24"Diax2 "H

D-5 Co tail- la C lin er
3 "Diax 5"H

D- n a le- la C e
24"Lx24"Dx2 "H



OCCASIONAL TABLES...



E-7



E-8

** Also Available Charged (E-8C)*



E-9



E-10



E-19



CM-4



CM-5



CM-6



CM-7

-7 Co tail - White S are
3 "Lx3 "Dx 5"H

-8 Co tail - White e tangle
47"Lx23"Dx "H

-9 n a le - White S are
2 "Lx2 "Dx 9"H

- n a le - White C e
2 "Lx2 "Dx2 "H

- 9Si e a le - White
"Lx 8"Dx25"H

C -4 Co tail a le - Woo rain
44"Lx22"Dx 7"H

C -5 n a le - Woo rain
9.5"Lx 9.5"Dx2 "H

C - Co tail a le - White
44"Lx22"Dx 7"H

C -7 n a le - White
9.5"Lx 9.5"Dx2 "H



OTTOMANS & BENCHES...

- 2 la C e tto an
7"Lx 7"Dx 7"H
- 3 range C e tto an
7"Lx 7"Dx 7"H
- 4 White C e tto an
7"Lx 7"Dx 7"H
- 5 e C e tto an
7"Lx 7"Dx 7"H
- White Swi el tto an
8"Dia x 7.25"H
- 7 range Swi el tto an
8"Dia x 7.25"H
- 8 al Swi el tto an
8"Dia x 7.25"H
- 22 White Chro e tto an
8"Lx 8.5"D x 8"H
- 23 la Chro e tto an
8"Lx 8.5"D x 8"H



J-12



J-13



J-14



J-15



J-16



J-17



J-18



J-22



J-23



H-4



H-4B



E-6



E-3



J-19



A-4

H-4 White S are tto a
28"Lx 28 D x 7"H

H-4 la S are tto a
28"Lx 28 D x 7"H

- So th ea h en h
e Leather
53"L x 27"D x "H

-3 So th ea h en h
White Leather
53"L x 27"D x "H

- 9 sti Woo en h
59"Lx "D x 7.5"H

-4 town en h
la S e e
"Lx 2 "D x 7"H



J-20

WORK STATIONS...



E-14

**Also Available Charged (E-14C)*



E-15

**Also Available Charged (E-15C)*

- 4 all a le - White
"Lx25"Dx42"H
- 5 Short a le - White
"Lx25"Dx3 "H
- arson Des - la
48"Lx24"Dx29"H
- 2 Wor Station - la
57"Lx24"Dx4 "H
- 2 Wor Station - White
57"Lx24"Dx4 "H



O-10



J-21

L-24 nahei Chair- White
8"Lx2 "Dx3 "H

- D na i Chair- la
23"Lx24"Dx32"H

-2 D na i Chair- reen
23"Lx24"Dx32"H

-3 D na i Chair- range
23"Lx24"Dx32"H

-4 D na i Chair- White
23"Lx24"Dx32"H

L-3 a le/Chro e Chair
"Lx 8"Dx3 "H

L-9 Chair- la /Chro e
"Lx 8"Dx3 "H

L-9 Chair- e /Chro e
"Lx 8"Dx3 "H

L-9W Chair- White/Chro e
"Lx 8"Dx3 "H

-5 ro Chair- la
22"Lx23"Dx28"H

- et la Chair
"Lx 8"Dx3 "H

- n etal Chair
8"Lx2 "Dx34"H

- 4 la ier Chair-
a aine le
8"Lx2 "Dx3 "H

- 5 la ier Chair
S o e re
8"Lx2 "Dx3 "H

- la ier Chair- range
8"Lx2 "Dx3 "H

L-2 Chro e Chair
24"Lx 8"Dx29"H

- Chair- le/ la
2 "Lx2 "Dx32"H

-3 Chair- e / la
2 "Lx2 "Dx32"H

-3 Chair- la / la
2 "Lx2 "Dx32"H



L-24

SEATING... CHAIRS



J-1



J-2



J-3



J-4



L-3



L-9B



L-9R



L-9W



G-14



G-15



G-16



M-16



K-5



K-6



L-21



■ M-1 Blue / Black

■ M-3 Red / Black

■ M-3B Black / Black



L-7W

SHORT TABLES...



L-1 (30"Diam)
L-2 (36"Diam)



L-7W



L-7S



L-7 (30"Diam)
L-8 (36"Diam)



K-1 (24"Diam)
K-2 (30"Diam)
K-3 (36"Diam)
K-4 (42"Diam)



L-7R



L-20



L-14



L-15

L- a le - a le /Chro e
3 "Dia x 29"H

L-2 a le - a le /Chro e
3 "Dia x 29"H

L-7W a le - White /Chro e
3 "Dia x 29"H

L-7S a le - White S are
3 "Lx 3 "D x 29"H

L-7 a le - la /Chro e
3 "Dia x 29"H

L-8 a le - la /Chro e
3 "Dia x 29"H

- a le - la
24"Dia x 29"H

-2 a le - la
3 "Dia x 29"H

-3 a le - la
3 "Dia x 29"H

-4 a le - la
42"Dia x 29"H

L-7 a le - sti
3 "Lx 3 "D x 3 "H

L-2 a le - Chro e
3 "Dia x 29"H

L- 4 lass a le - la
o n e Comers
42"Dia x 29"H

L- 5 lass a le - Chro e
3 "Dia x 29"H

L- arstool- a le/Chro e
"Lx 8"Dx42"H

L- 2W arstool- White/Chro e
"Lx 8"Dx42"H

L- 2 arstool- la /Chro e
"Lx 8"Dx42"H

L- 2 arstool- e /Chro e
"Lx 8"Dx42"H

- la ier Stool
a arine le- st
Lx 7 Dx3 -38 H

- 2 la ier Stool
S o e re - st
Lx 7 Dx3 -38 H

- 3 la ier Stool
range- st
Lx 7 Dx3 -38 H

L- 8 Swi el Stool
White/Chro e- st
5"Lx 5"Dx25"- 33"H

L- 8 Swi el with a
White/Chro e- st
23"Lx 7"Dx42"H

L- 9 Swi el Stool
la /Chro e- st
5"Lx 5"Dx25"- 33"H

L-25 la /Chro e sta le
ar Stool
2 "Lx2 "Dx32"H

- C re arstool
White/Chro e- st
7"Lx 8"Dx35"H

- 4 Cres ent Stool
White/Chro e- st
22"Lx 9"Dx4 "H

L-23 Stool- Chro e
2 "Lx "Dx39"H

- 5 n etal arstool
8"Lx 8"Dx29"H

- ro Stool- la
2 "Lx2 "Dx4 "H

- et la Stool
"Lx 8"Dx42"H

-4 arstool- e / la
2 "Lx22"Dx45"H -Swi el

-4 arstool- la / la
2 "Lx22"Dx45"H -Swi el

-2 arstool- le/ la
2 "Lx22"Dx45"H -Swi el



L-6



L-12W



L-12B



L-12R

SEATING... BARSTOOLS



G-11



G-12



G-13



L-18



L-18B



L-19



L-25



M-6



M-14



L-23



M-15



K-10



K-11



M-4 Red / Black

M-4B Black / Black

M-2 Blue / Black



M-15R

M-15O

M-15Y

M-15B

M-15G

M-15W

TALL BAR TABLES...



L-4 (30"Diam)

L-5 (36"Diam)



M-5

** Also Available Charged (M-5J)*



M-5S



L-10 (30"Diam)

L-11 (36"Diam)



K-7 (24"Diam)

K-8 (30"Diam)

K-9 (36"Diam)



M-5R



L-17



L-22

- 5 n etal ar stool
e
8"Lx 8"D x 29"H

- 5 n etal ar stool
range
8"Lx 8"D x 29"H

- 5 n etal ar stool
ellow
8"Lx 8"D x 29"H

- 5 n etal ar stool
l e
8"Lx 8"D x 29"H

- 5 n etal ar stool
reen
8"Lx 8"D x 29"H

- 5W n etal ar stool
White
8"Lx 8"D x 29"H

L-4 ar a le - a le /Chro e
3 "Dia x 42"H

L-5 ar a le - a le /Chro e
3 "Dia x 42"H

-5 ar a le - White /Chro e
3 "Dia x 42"H

-5S ar a le - S are
White /Chro e
3 "Lx 3 D x 42"H

L- ar a le - la /Chro e
3 "Dia x 42"H

L- ar a le - la /Chro e
3 "Dia x 42"H

-7 ar a le - la
24"D ia x 42"H

-8 ar a le - la
3 "Dia x 42"H

-9 ar a le - la
3 "Dia x 42"H

-5 ar a le - S are
sti
3 "Lx 3 D x 42"H

L- 7 ar a le - lass /Chro e
3 .5"Dia x 42"H

L-22 ar a le - Chro e
3 "Dia x 42"H

- e stal - la
2"Lx 2"Dx3 "H

-2 e stal - la
2"Lx 2"Dx3 "H

-3 e stal - la
2"Lx 2"Dx42"H

-4 e stal - re
2"Lx 2"Dx3 "H

-5 e stal - re
2"Lx 2"Dx3 "H

- e stal - re
2"Lx 2"Dx42"H

-7 e stal - la
8"Lx 8"Dx3 "H

-8 e stal - la
8"Lx 8"Dx42"H

-9 e stal - re
8"Lx 8"Dx3 "H

- e stal - re
8"Lx 8"Dx42"H

- 5 e stal - White
8"Lx 8"Dx3 "H

- e stal - White
8"Lx 8"Dx42"H

- e stal - la
24"Lx 24"Dx42"H

- 2 e stal - re
24"Lx 24"Dx42"H

- 3 Lo ing e stal - la
24"Lx 24"Dx42"H

- 3C Lo ing e stal - la
Charge 24"Lx 24"Dx42"H

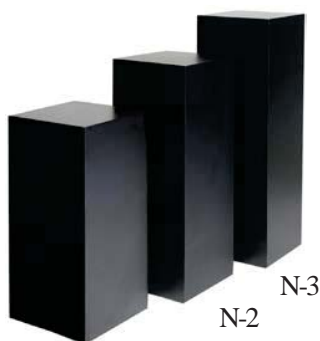
- 4 Lo ing e stal - White
24"Lx 24"Dx42"H

- 4C Lo ing e stal - White
Charge 24"Lx 24"Dx42"H



N-13

DISPLAY PEDESTALS & KIOSKS...



N-1

N-2

N-3



N-4

N-5

N-6



N-7

N-8



N-9

N-10



N-15



N-16



N-11



N-12



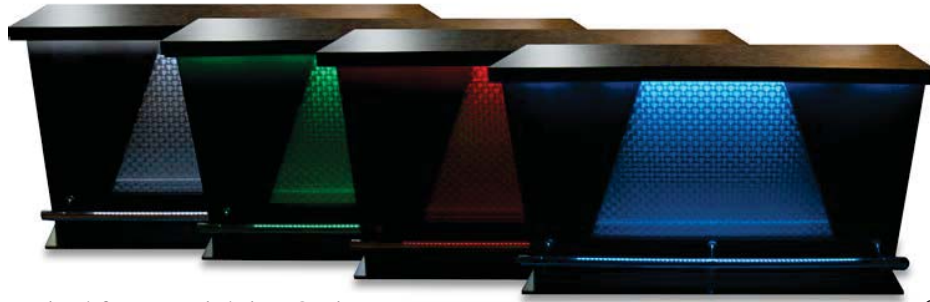
N-13 Black

N-14 White



N-13C Black - Charged

N-14C White - Charged



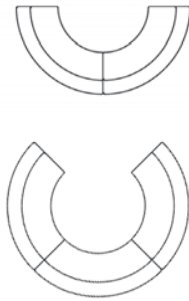
*Electric Required for Bar Lighting Options

O-4

BARS & RECEPTION COUNTERS...



O-1



O-2



O-3



O-5



O-6



O-7

- 1 artini ar
5 "Lx5 "Dx47"H

-2 artini ar with
Colore Lighting
5 "Lx5 "Dx47"H

-3 Cos o olitan ar
72"Lx27"Dx42"H

-4 Cos o olitan ar with
Lighting tion
72"Lx27"Dx42"H

-5 e e tion
Co nter - la
48"Lx "Dx42"H

- Conto r
Co nter with Literat re
Hol er - la
45"Lx2 "Dx4 "H

-7 Conto r
Co nter with Literat re
Hol er - re
45"Lx2 "Dx4 "H

- 7 ft Walnut
72"Lx32"Dx30"H

- 7C ft Walnut - oware
72"Lx32"Dx30"H

- 4 ft Maple
72"Lx30"Dx29"H

- 2 8ft Maple
90"Lx48"Dx29"H

- 3 ft ahogan
72"Lx30"Dx29"H

- 4 8ft ahogan
90"Lx48"Dx29"H

- 5 ft ahogan
120"Lx48"Dx29"H

- 4 ft Honey Oak
72"Lx30"Dx29"H

- 4 ft Honey Oak - oware
72"Lx30"Dx29"H

- C 8ft Honey Oak - oware
90"Lx30"Dx29"H

- 7 ft Laminated
72"Lx30"Dx29"H

- 8 8ft Laminated
90"Lx48"Dx29"H

- 9 ft Laminated
120"Lx48"Dx29"H

- 4 ft Laminated
72"Lx30"Dx29"H

- 8ft Laminated
90"Lx48"Dx29"H

- 3 White Rose Laminated
53"Lx33"Dx29"H

- 4 42" on Honey Oak
42"Dia x 29"H
- 4C oware

- 5 42" on ahogan
42"Dia x 29"H

- 3C White Laminated
oware
53"Lx33"Dx29"H



P-17

CONFERENCE TABLES...



P-1 6ft

P-2 8ft



P-3 6ft

P-4 8ft

P-5 10ft



P-6 6ft

P-6B 6ft - Charged

P-6C 8ft - Charged



P-7 6ft

P-8 8ft

P-9 10ft



P-10 6ft

P-11 8ft



P-13



P-14

P-14C - Charged



P-15



P-13C - Charged

CONFERENCE CHAIRS...



Q-1



Q-3F



Q-4

- Leather xe ti e- la
25"Lx28"Dx43"H

-3 Leather xe ti e-White
27"Lx2 "Dx43"H

-4 Leather o- la
25"Lx28"Dx42"H

-5 r xe ti e- la
24"Lx25"Dx38"H

- r xe ti e- re
24"Lx25"Dx38"H

-7 Sle Chair- la
24"Lx24"Dx32"H

-8 Sle Chair- re
24"Lx24"Dx32"H

-9 re er Chair- la /
Chro e
9"Lx23"Dx3 "H

- re er Chair- re /
Chro e
9"Lx23"Dx3 "H

- Drafting Stool- la
2 "Lx23"Dx5 "H
Seat Height 23"-33"H

- 2 Drafting Stool- re
2 "Lx23"Dx5 "H
Seat Height 23"-33"H

- 3 Se retarial Chair- la
2 "Lx23"Dx3 "H
Seat Height "-2 "H

- 4 Se retarial Chair- re
2 "Lx23"Dx3 "H
Seat Height "-2 "H



Q-5



Q-6



Q-7



Q-8



Q-9



Q-10



Q-11



Q-12



Q-13



Q-14

-25 ar en h- la
5 Lx2 Dx35 H

-2 oxwoo He ge Wall
48 Lx 2 Dx48 H

-22 Stan hion ole -Chro e
39" H

-23 Stan hion o e
.5 rg n

-24 Stan hion o e
.5 la

- efrigerator
2 "Lx2 "Dx34"H
5 olts/ 55.25 Watts

- 2 Coat a
2 x2 ase x 8"H

- 2 loor La -Sil er
72 H

- 3 ree Stan ing inor
2 "Wx58"H

- 4 Literat re Stan
o et
"Lx9"Hx 4"H

- 5 ol ing Literat re Stan
Sil er
"Lx 5"Dx "H

- ol ing Literat re Stan
la
"Lx 5"Dx "H

-2 ni ersal a let Stan
sta le firo 24.8 -42.5 H

-2 ew ge a let Stan
4 H -44.5"H



O-25



O-26

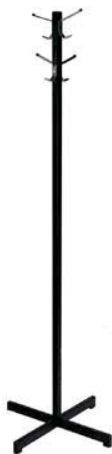
ACCESSORIES...



O-22 Stanchion Pole
O-23 Burgundy Rope
O-24 Black Rope



O-11



O-12



A-12



O-13



O-14



O-15



O-16



O-20



O-21



R-1



R-2

SHELVING & STORAGE...



R-3



R-4



R-5



R-6



R-7



R-8



R-9



R-10



R-11



R-12

- tagere - la
lass Shel es
3 "Lx 4"Dx 7"H

-2 tagere - Chro e
lass Shel es
3 "Lx 4"Dx 7"H

-3 oo ase - re
3 "Lx 2"Dx 48"H

-4 oo ase - la
3 "Lx 2"Dx 48"H

-5 oo ase - re
3 "Lx 2"Dx 72"H

- oo ase - la
3 "Lx 2"Dx 72"H

-7 iling Ca inet - re
2 rawer
5"Lx 2.5"Dx 28.5"H

-8 iling Ca inet - la
2 rawer
5"Lx 25"Dx 28.5"H

-9 iling Ca inet - la
4 rawer
5"Lx 25"Dx 52"H

- Storage Ca inet - re
3 "Lx 8"Dx 42"H

- Storage Ca inet - la
3 "Lx 8"Dx 42"H

- 2 Storage Ca inet - la
3 "Lx 8"Dx 72"H

S- sti Des / la
"Lx32"Dx3 "H

S- sti 2Drawer
ilingCa inet
8"Lx2 "Dx2 "H

S- Des - at ral/ la
"Lx3 "Dx29"H

S-2 Cre en a - at ral/ la
"Lx2 "Dx29"H

S-3 Des - Hone a
"Lx3 "Dx29"H

S-4 Cre en a - Hone a
"Lx2 "Dx29"H

S-5 Des - ahogan
"Lx3 "Dx29"H

S- Cre en a - ahogan
"Lx2 "Dx29"H



S-10R



S-11R

OFFICE... DESKS



S-1



S-2



S-3



S-4



S-5



S-6



LED GLOW...MULTI-COLORED LIGHTING

-4 L D C e- low
2 "Lx2 "Dx2 "H

-5 wiste C e- low
22"Lx22"Dx 7"H

- L D l te ar a le
low
2 "Lx2 "Dx43"H

-7 L D e stal- low
5.5"Lx 5.5 D x4 "H

-9 L D C r e ar- low
4"Lx23"Dx42"H

- Straight ar- low
48"Lx 9"Dx42"H

L D te s o e ll Charge
with re ote ontrol
to a st olor o tions



G-4



G-5



G-6



G-7



G-9



G-10



ACCENT Tradeshaw & Event Furnishings

3438 Maggie Blvd, Orlando FL, 32811 * Ph: 407-648-7474

Email Order: INFO@GetAccent.com Fax: 407-648-2542

*Orders received within 14 days of the event are subject to a 20% late fee.

*25% cancellation fee will be applied if canceled 7 days prior to event opening

*Check or Credit Card must accompany order

*100% cancellation will be applied if cancelled on day of delivery

*All show site orders are subject to a 25% service charge

*Additional dayrage fees may apply from the Contractor. Refer to your Exhibitor Manual

Item #	Description	Price
Lounge		
A-1	Uptown - Black Suede Sofa	\$476
A-2	Uptown - Black Suede Loveseat	\$430
A-3	Uptown - Black Suede Chair	\$295
A-4	Uptown - Black Suede Bench Ottoman	\$269
A-10	Black / Glass Cocktail Table	\$178
A-11	Black / Glass End Table	\$161
A-12	Silver Floor Lamp	\$86
B-1	Newport - Tan Suede Sofa	\$476
B-2	Newport - Tan Suede Loveseat	\$430
B-3	Newport - Tan Suede Chair	\$295
B-4	Natural Cocktail Table	\$178
B-5	Natural End Table	\$161
C-1	Laredo - Black Leather Sofa	\$476
C-2	Laredo - Black Leather Loveseat	\$430
C-3	Laredo - Black Leather Chair	\$295
C-4	Concord - White Leather Sofa	\$545
C-4C	Concord - White Leather Sofa w/ Charging Console	\$595
C-5	Concord - White Leather Loveseat	\$495
C-5C	Concord - White Leather Loveseat w/ Charging Console	\$545
C-6	Concord - White Leather Chair	\$295
CM-1	Cordoba - Black Leather Sofa	\$476
CM-2	Cordoba - Black Leather Loveseat	\$430
CM-3	Cordoba - Black Leather Chair	\$295
CM-4	Cordoba - Wood Grain Rectangle Cocktail Table	\$178
CM-5	Cordoba - Wood Grain Square End Table	\$161
CM-6	Cordoba - White Rectangle Cocktail Table	\$178
CM-7	Cordoba - White Square End Table	\$161
D-4	Black Cube Cocktail Table	\$184
D-5	Black Round Cocktail Table	\$184
D-6	Black Cube End Table	\$167
E-1	South Beach - White Leather Sofa	\$545
E-2	South Beach - White Leather Chair	\$345
E-3	South Beach - White Leather Bench	\$269
E-4	South Beach - Red Leather Sofa	\$545
E-5	South Beach - Red Leather Chair	\$345
E-6	South Beach - Red Leather Bench	\$269
E-7	White Square Cocktail Table	\$172
E-8	White Rectangle Cocktail Table	\$172
E-8C	White Rectangle Cocktail Table - Powered	\$247
E-9	White Square End Table	\$161
E-10	White Cube End Table	\$225
E-10Qi	White Cube Qi End Table - Powered W/ Qi	\$265
E-11	White Sofa With Outlet - Powered	\$595
E-12	White Loveseat With Outlet - Powered	\$495
E-13	White Chair With Outlet - Powered	\$395
Pub Tables, Lounge, Stage Chairs		
E-14	Tall White Pub Table	\$420
E-14C	Tall White Pub Table - Powered	\$495
E-U4L	Under Light Add-On	\$50
E-15	Short White Pub Table	\$350
E-15C	Short White Pub Table - Powered	\$425
E-18	Aspen Chair - White Leather	\$328
E-19	White & Chrome Side Table	\$85
F-1	Barcelona Chair - Red	\$395
F-2	Barcelona Ottoman - Red	\$184
F-3	Barcelona Chair - White	\$395
F-4	Barcelona Ottoman - White	\$184
F-5	Barcelona Chair - Black	\$395
F-6	Barcelona Ottoman - Black	\$184
F-7	Black Stage Chair	\$185
F-8	Burgundy Stage Chair	\$185
F-9	White Stage Chair	\$185
F-10	Guest Chair w/ Removable Swivel Tablet - Carbon Grey	\$320

Item #	Description	Price
G-4	GLOW - LED Cube	\$195
G-5	GLOW - LED Twist Cube	\$195
G-6	GLOW - LED Fluted Bar Table	\$245
G-7	GLOW - LED Pedestal	\$235
G-9	GLOW - LED Curve Bar	\$975
G-10	GLOW - LED Straight Bar	\$875
G-11	Glacier Stool - Aquamarine Blue	\$172
G-12	Glacier Stool - Smoke Grey	\$172
G-13	Glacier Stool - Orange	\$172
G-14	Glacier Chair - Aquamarine Blue	\$160
G-15	Glacier Chair - Smoke Grey	\$160
G-16	Glacier Chair - Orange	\$160
Lounge		
H-1	Monaco - Left Corner Chair	\$175
H-2	Monaco - Armless Chair	\$175
H-3	Monaco - Right Corner Chair	\$175
H-4	Monaco - Square Ottoman - White	\$175
H-4B	Monaco - Square Ottoman - Black	\$175
H-5	Modern - White / Chrome Sofa	\$495
H-6	Modern - White / Chrome Chair	\$295
H-7	Encore - Curve Loveseat	\$520
H-8	Encore - Convex Loveseat	\$520
H-9	Encore - Wedge / Ottoman Table - Powered	\$167
H-10	Encore - White Bench - Powered	\$195
I-1	Contempo - White Leather Curve Sofa	\$520
I-2	Contempo - White Leather Curve Bench	\$316
I-3	Contempo - White Leather Round Ottoman	\$241
I-4	Contempo - Black Leather Curve Sofa	\$520
I-5	Contempo - Black Leather Curve Bench	\$316
I-6	Contempo - Black Leather Round Ottoman	\$241
I-7	Chrome / Glass Cocktail Table	\$201
I-8	Chrome / Glass End Table	\$178
I-9	Glove Chair - White / Chrome	\$282
Chairs, Ottomans, Work Stations		
J-1	Dynamic Chair - Black	\$144
J-2	Dynamic Chair - Green	\$144
J-3	Dynamic Chair - Orange	\$144
J-4	Dynamic Chair - White	\$144
J-12	Cube Ottoman - Black	\$105
J-13	Cube Ottoman - Orange	\$105
J-14	Cube Ottoman - White	\$105
J-15	Cube Ottoman - Red	\$105
J-16	Swivel Ottoman - White	\$105
J-17	Swivel Ottoman - Orange	\$105
J-18	Swivel Ottoman - Black	\$105
J-19	Rustic Bench	\$241
J-20	Work Station - Black	\$375
J-21	Work Station - White	\$375
J-22	White & Chrome Ottoman	\$105
J-23	Black & Chrome Ottoman	\$105
Tables, Chairs, Bar Stools		
K-1	Table - Black - 24" Dia x 29"H	\$132
K-2	Table - Black - 30" Dia x 29"H	\$132
K-3	Table - Black - 36" Dia x 29"H	\$150
K-4	Table - Black - 42" Dia x 29"H	\$178
K-5	Euro Chair - Black	\$120
K-6	Jet Black Chair	\$120
K-7	Tall Bar Table - Black - 24" Dia x 42"H	\$172
K-8	Tall Bar Table - Black - 30" Dia x 42"H	\$172
K-9	Tall Bar Table - Black - 36" Dia x 42"H	\$184
K-10	Black Bar Stool	\$150
K-11	Jet Black Bar Stool	\$172
L-1	Table - Maple / Chrome - 30" Dia x 29"H	\$150
L-2	Table - Maple / Chrome - 36" Dia x 29"H	\$161

Tables, Chairs, Bar Stools		
L-3	Maple / Chrome Chair	\$120
L-4	Tall Bar Table - Maple / Chrome - 30" Dia x 42"H	\$178
L-5	Tall Bar Table - Maple / Chrome - 36" Dia x 42"H	\$184
L-6	Maple / Chrome Bar Stool	\$150
L-7	Table - Black / Chrome - 30" Dia x 29"H	\$138
L-7S	Table - White / Chrome Square 30" x 30" x 29"H	\$138
L-7R	Table - Rustic Square 30" x 30" x 29"H	\$138
L-7W	Table - White / Chrome Round 30" Dia x 29"H	\$138
L-8	Table - Black / Chrome - 36" Dia x 29"H	\$155
L-9B	Black / Chrome Chair	\$120
L-9R	Red / Chrome Chair	\$120
L-9W	White / Chrome	\$120
L-10	Tall Bar Table - Black / Chrome - 30" Dia x 42"H	\$178
L-11	Tall Bar Table - Black / Chrome - 36" Dia x 42"H	\$184
L-12B	Black / Chrome Bar Stool	\$150
L-12R	Red / Chrome Bar Stool	\$150
L-12W	White / Chrome Bar Stool	\$150
L-14	Glass Table / Black Base - 42" Dia x 29"H	\$155
L-15	Glass Table / Chrome Base - 36" Dia x 29"H	\$150
L-17	Glass Tall Bar Table / Chrome Base - 28" Dia x 42"H	\$195
L-18	Swivel Stool - White / Chrome	\$135
L-18B	Swivel Stool With Back - White / Chrome	\$150
L-19	Swivel Stool - Black / Chrome	\$135
L-20	Table - Chrome - 30" Dia x 29"H	\$155
L-21	Chrome Chair	\$120
L-22	Tall Bar Table - Chrome - 30" Dia x 42"H	\$184
L-23	Chrome Bar Stool	\$145
L-24	Anaheim Chair - White / Chrome	\$120
L-25	Adjustable Stool - Black & Chrome	\$172
M-1	Blue / Black Chair	\$120
M-2	Blue / Black Bar Stool	\$150
M-3	Red / Black Chair	\$120
M-4	Red / Black Bar Stool	\$150
M-4B	Black / Black Bar Stool	\$150
M-5	Tall Bar Table - White / Chrome - 30" Dia x 42"H	\$175
M-5J	Tall Bar Table - White / Chrome-30" Dia x 42"H - Powered	\$225
M-5R	Tall Bar Table - Rustic / Chrome - Square 30" x 30" x 42"	\$175
M-5S	Tall Bar Table - White / Chrome - Square 30" x 30" x 42"	\$175
M-6	Curve Bar Stool - White / Chrome	\$145
M-14	Crescent Bar Stool - White / Chrome	\$150
M-15	Gunmetal Bar Stool	\$150
M-15R	Gunmetal Bar Stool - Red	\$150
M-15O	Gunmetal Bar Stool - Orange	\$150
M-15Y	Gunmetal Bar Stool - Yellow	\$150
M-15B	Gunmetal Bar Stool - Blue	\$150
M-15G	Gunmetal Bar Stool - Green	\$150
M-15W	Gunmetal Bar Stool - White	\$150
M-16	Gunmetal Chair	\$120
Display Pedestal & Storage Kiosks		
N-1	12x12x30 Black Pedestal	\$172
N-2	12x12x36 Black Pedestal	\$184
N-3	12x12x42 Black Pedestal	\$195
N-4	12x12x30 Grey Pedestal	\$172
N-5	12x12x36 Grey Pedestal	\$184
N-6	12x12x42 Grey Pedestal	\$195
N-7	18x18x36 Black Pedestal	\$207
N-8	18x18x42 Black Pedestal	\$218
N-9	18x18x36 Grey Pedestal	\$207
N-10	18x18x42 Grey Pedestal	\$218
N-11	24x24x42 Black Pedestal	\$230
N-12	24x24x42 Grey Pedestal	\$230
N-13	24x24x42 Black Storage Kiosk w/Locking Door	\$316
N-13C	24x24x42 Black Storage Kiosk w/ Locking Door-Powered	\$381
N-14	24x24x42 White Storage Kiosk w/Locking Door	\$316
N-14C	24x24x42 White Storage Kiosk w/Locking Door-Powered	\$381
N-15	18x18x36 White Pedestal	\$207
N-16	18x18x42 White Pedestal	\$218
Bars & Reception Counters		
O-1	Martini Bar - Black / Chrome / Glass Shelves	\$875
O-2	Martini Bar - Black / Chrome / Glass Shelves *w/Lighting	\$975
O-3	Cosmopolitan Bar	\$857
O-4	Cosmopolitan Bar *w/ Lighting	\$975

O-5	Reception Counter - Black	\$275
O-6	Contour Reception Counter - Black	\$385
O-7	Contour Reception Counter - Grey	\$385
Accessories		
O-10	Parsons Desk - Black	\$245
O-11	Refrigerator - Silver / Black 3.6 CuFt (155volt)	\$200
O-12	Coat Rack	\$115
O-13	Free Standing Mirror	\$150
O-14	Literature Stand / 6 Pocket - Black	\$126
O-15	Folding Literature Stand - Silver	\$145
O-16	Folding Literature Stand - Black	\$145
O-20	Universal Tablet Stand	\$126
O-21	New Age Tablet Stand	\$145
O-22	Chrome Stanchion (Pole)	\$50
O-23	Burgundy Rope for Stanchion	\$30
O-24	Black Velvet Rope for Stanchion	\$30
O-25	Park Bench - Black	\$168
O-26	Boxwood Hedge Wall - 48"Lx12"Dx48"H	\$376
Conference / Office		
P-1	6' Maple Conference Table	\$395
P-2	8' Maple Conference Table	\$445
P-3	6' Mahogany Conference Table	\$395
P-4	8' Mahogany Conference Table	\$445
P-5	10' Mahogany Conference Table	\$569
P-6	6' Honey Oak Conference Table	\$345
P-6B	6' Honey Oak Conference Table - Powered	\$445
P-6C	8' Honey Oak Conference Table - Powered	\$495
P-7	6' Black Conference Table	\$385
P-8	8' Black Conference Table	\$445
P-9	10' Black Conference Table	\$569
P-10	6' Grey Conference Table	\$395
P-11	8' Grey Conference Table	\$445
P-13	4'.4" Conference Table - Frosted White Glass Top	\$375
P-13C	4'.4" Conference Table - White Laminate Top - Powered	\$450
P-14	42" Dia Round Conference Table - Honey Oak	\$265
P-14C	42" Dia Round Conference Table - Honey Oak - Powered	\$295
P-15	42" Dia Round Conference Table - Mahogany	\$265
P-17	6' Walnut Conference Table	\$395
P-17C	6' Walnut Conference Table - Powered	\$445
Q-1	Black Leather Executive Chair	\$225
Q-3	White / Chrome Leather Executive Chair	\$276
Q-4	Black / Chrome Leather Executive Chair	\$276
Q-5	Black Jr. Executive Chair	\$190
Q-6	Grey Jr. Executive Chair	\$190
Q-7	Black Sled Chair	\$161
Q-8	Grey Sled Chair	\$161
Q-9	Black / Chrome Breuer Chair	\$144
Q-10	Grey / Chrome Breuer Chair	\$144
Q-11	Black Drafting Stool	\$172
Q-12	Grey Drafting Stool	\$172
Q-13	Black Secretarial Chair	\$144
Q-14	Grey Secretarial Chair	\$144
R-1	Black Étagère (Glass Shelves)	\$184
R-2	Chrome Étagère (Glass Shelves)	\$184
R-3	48" Grey Bookcase	\$150
R-4	48" Black Bookcase	\$150
R-5	72" Grey Bookcase	\$172
R-6	72" Black Bookcase	\$172
R-7	2-Drawer Grey Filing Cabinet	\$150
R-8	2-Drawer Black Filing Cabinet	\$150
R-9	4-Drawer Black Filing Cabinet	\$165
R-10	42" Grey Storage Cabinet	\$165
R-11	42" Black Storage Cabinet	\$165
R-12	72" Black Storage Cabinet	\$195
S-1	Natural / Black Office Desk	\$405
S-2	Natural / Black Office Credenza	\$360
S-3	Honey Oak Office Desk	\$405
S-4	Honey Oak Office Credenza	\$360
S-5	Mahogany Office Desk	\$405
S-6	Mahogany Office Credenza	\$360
S-10R	Rustic / Black Office Desk	\$365
S-11R	2 Drawer Rustic Filing Cabinet	\$250

ACCENT Tradeshow & Event Furnishings

3438 Maggie Blvd. Orlando, FL 32811 Ph: 407-648-7474

Company Information	
Company Name:	_____
Address:	_____ _____
Phone:	_____ Fax: _____
E-Mail:	_____

Delivery Information	
Event:	ITEX 2020
Location:	_____
Booth #:	_____
Open Date:	April 14, 2020
Close Date:	April 15, 2020
Event Contact:	_____

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

Item #	Description	Qty	Price	Total

Credit Card Information	
Credit Card #:	_____
Exp. Date:	_____ Security Code # _____
<input type="radio"/> Mastercard <input type="radio"/> Visa <input type="radio"/> AMEX <input type="radio"/> Discover	
Cardholders Name:	_____ (Please Print)
Cardholders Signature:	_____

TOTAL ORDER _____
MISCELLANEOUS _____
SUBTOTAL _____
TAX 7.5% _____
TOTAL DUE _____

- Orders received within 14 days of event are subject to a 20% Late Fee.
- 25% cancellation will be applied if canceled 7 days prior to event opening
- Check or Credit Card must accompany order.
- 100% cancellation will be applied if canceled on day of delivery.
- All showsite orders are subject to a 25% service charge.
- Additional drayage fees may apply from the Contractor. Refer to your Exhibit Manual.

Please fax order to 407.648.2542
Email: Info@GetAccent.com

Gaylord Palms Online Exhibitor Ordering



Gaylord Palms is excited to be hosting ITEX 2020

We're happy to provide access to on-line ordering for all of your booth needs including:

Electric Internet Water Cable
Floral Catering Security And More...

To create an account or log in, click on the link below.

<https://gaylordpalms.boomerecommerce.com>



Discount Schedule

Advance Price Deadline:

Monday, March 23, 2020

Standard Price Applies:

Tuesday, March 24, 2020 to Sunday, April 12, 2020

Show Site Price Applies:

Beginning Monday, April 13, 2020

Below you will find a price list for some of our most ordered services. You can see a full list online for up to date pricing. Please visit our website for a full list of Exhibitor Rules/Regulations.

	Advance Pricing	Standard Pricing	Show Site Pricing	
120 Volts/ 4 AMP/ Single Phase	\$204.00	\$293.00	\$321.00	*
120 Volts/ 8 AMP/ Single Phase	\$238.00	\$340.00	\$374.00	*
120 Volts / 12 AMP/ Single Phase	\$280.00	\$401.00	\$440.00	*
120 Volts / 20 AMP/ Single Phase	\$332.00	\$474.00	\$510.00	*
Shared Wireless Connection	\$206.00	\$250.00	\$294.00	**
Wired Non- Dedicated Internet Access	\$808.00	\$982.00	\$1,155.00	**
Wired Dedicated Lite Internet Access	\$1,080.00	\$1,312.00	\$1,544.00	**

*Subject to a 7.5% Sales Tax

**Subject to a 7.5% Sales Tax and a 25% Facilities Charge

Important Information Regarding Food & Beverage

Please note that per our contract agreement and for liability reasons, the hotel is the exclusive provider for all food and beverage. Absolutely NO outside food and/or beverages may be served from your booth during this upcoming event (this includes but is not limited to, logo bottled water or any type of pre-packaged food). If you wish to serve these items, you must request permission via e-mail in advance, and a corkage fee will apply if your items are approved. These requests can be sent to gpexhibits@gaylordhotels.com.

Tax Exempt Exhibitors

If your organization is Tax Exempt in the state of Florida, please create your account first and then contact us at gpexhibits@gaylordhotels.com. We'll need to receive a copy of your Florida Tax Exempt Certificate and a front back copy of your credit card (all but the last 4 digits should be redacted) before you can process your order.

Please contact an Exhibitor Services Representative at (407) 586-2219 or gpexhibits@gaylordhotels.com for any questions or additional assistance.





IMAGING & TECHNOLOGY EDUCATION EXPOSITION 2020
GAYLORD PALMS
ORLANDO, FL
APRIL 14-15, 2020

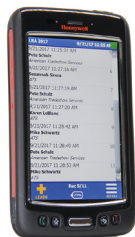


217 General Patton Ave.
Mandeville, LA 70471

Lead Retrieval Order Form

DISCOUNT DEADLINE: FRIDAY, MARCH 20, 2020

Step 1. Choose Your Unit(s):



Mobile Plus™

- ✓ Wireless Handheld Unit
- ✓ Note Taking & Custom Qualifiers

\$369.00 **\$419.00**
(Before 3/20/2020) (Show Rate)

☐ _____
(# of Units)



iPad® Mini Plus™

- ✓ ATS iPad Mini (LeadsPlus App Enabled)
- ✓ Note Taking & Custom Qualifiers

\$449.00 **\$499.00**
(Before 3/20/2020) (Show Rate)

☐ _____
(# of Units)



LeadsPlus™ App

- ✓ Utilizes Personal Device
- ✓ Note Taking & Custom Qualifiers

\$359.00 **\$99.00**
(First License) (Additional License)

☐ _____
(# of Units)

MobilePlus Add-Ons:

(Before 3/20/2020) (Show Rate)

Z Printer Plus™ \$75.00 \$95.00 ☐ _____
Custom Survey \$60.00 \$80.00 ☐ _____
Delivery & Setup \$65.00 \$85.00 ☐ _____

LeadsPlus App Bundles:

3 Pack ☐ **\$499.00**
6 Pack ☐ **\$799.00**
10 Pack ☐ **\$999.00**

Step 2. Add It Up:

Sub-Total= \$ _____
Add ORLANDO Sales Tax + 6.50% = \$ _____
Total Due (in US Funds)= \$ _____

Step 3. Enter Exhibitor Information:

COMPANY _____ BOOTH NO. _____
EMAIL(S) _____
ADDRESS _____ CITY, STATE, ZIP, COUNTRY _____
ORDER CONTACT _____ PHONE NO. _____
ONSITE CONTACT _____ ONSITE CELL PHONE _____

Step 4: Select Your Payment Method:

*CREDIT CARD REQUIRED FOR ALL ORDERS

☐ To Pay By Credit Card

☐ CREDIT CARD NO.:
☐ CARDHOLDER NAME: _____
EXPIRATION DATE: _____ / _____ SECURITY CODE: _____
☐ CARDHOLDER SIGNATURE: _____

☐ To Pay By Company Check OR Wire Transfer

For information on paying by Company Check or Wire Transfer, please contact Exhibitor Services at 985-809-0600, ext 201.

Terms & Conditions

Renter is responsible for the full replacement value of lead retrieval equipment if lost, stolen, or damaged while in possession of renter.

Visit Us at: www.american-tradeshow.com

Email Orders to: orders@american-tradeshow.com

Click **HERE** to Order Online

Questions? Please call: 985-809-0600, ext. #777

Fax: 985-809-1888

Username: **ITEX2020**

Mail Checks to: **ATTN - American Tradeshow Services** | 217 General Patton Ave. Mandeville, LA 70471

Password: **4820**