SERVICE INFORMATION

BOOTH EQUIPMENT
Each 8' x 10' booth will be set with 8' high blue back drape, 36" high blue side dividers, one 6' x 30" blue skirted table, two Limerick chairs, one wastebasket, and a 7" x 44" identification sign. Each booth also receives a 110 volt electrical outlet, two exhibitor badges, plus a discounted rate for extra badges, full admission, hotel specials, free Wi-Fi.

Booths 300 sqft or less will receive a one-line identification sign. Booths larger than 300 sqft may receive a one-line identification sign upon request.

EXHIBIT HALL CARPET
Some areas in the exhibit area are carpeted and some are not.

DISCOUNT PRICE DEADLINE DATE
Order early on FreemanOnline to take advantage of advance order discount rates, place your order by February 05, 2020.

SHOW SCHEDULE

EXHIBITOR MOVE-IN
For more information and helpful hints on pre-show procedures and move-in, please go to Pre-Show FAQ
Sunday February 23, 2020 1:00 PM - 5:30 PM

The Exhibition Hall will be available for set-up only on Sunday, February 23, 2020 from 1:00 pm to 5:30 pm (CST). There will be no exceptions!! All booths must be set up before the first mixer that will begin at 6:30 pm. (CST) in the booth area.

EXHIBITOR MOVE-OUT
For more information and helpful hints on post-show procedures and move-out, please go to Post-Show FAQ
Tuesday February 25, 2020 5:00 PM - 8:00 PM

We will begin returning empty containers at the close of the show.

DISMANTLE AND MOVE-OUT INFORMATION
All exhibitor materials must be removed from the exhibit facility by Tuesday, February 25, 2020 at 8:00 PM.
To ensure all exhibitor materials are removed from the exhibit facility by the Exhibitor Move-Out deadline, please have all carriers check-in by Tuesday, February 25, 2020 at 6:00 PM.
POST SHOW PAPERWORK AND LABELS
Our Exhibitor Services Department will gladly prepare your outbound Material Handling Agreement and labels in advance. Complete the Outbound Shipping form and your paperwork will be available at show site. Be sure your carrier knows the company name and booth number when making arrangements for shipping your exhibit at the close of the show.

EXCESSIVE TRASH AND BOOTH ABANDONMENT
Any excessive trash which consists of display materials, carpet, padding, crates and/or pallets will be disposed of and charged both a handling fee and disposal fee during move-in. Excessive booth materials and/or literature left in the booth at the end of the published exhibitor move-out that is not labeled for an outbound shipment will be considered abandoned and deemed as trash. The exhibitor will be charged for the removal and disposal of these items. Charges may include Installation & Dismantle Labor, Forklift/Rigging Labor, and/or Dumpster Fee. Please call our Exhibitor Services Department at (713) 770-6750 for a quote.

SERVICE CONTRACTOR CONTACTS / INFORMATION:

FREEMAN
9258 Park South View, Ste 100
Houston, TX 77051
(713) 770-6750 fax (469) 621-5613
FreemanHoustonES@freeman.com

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

FREEMAN ONLINE®
Take advantage of discount pricing by ordering online at FreemanOnline by February 05, 2020. Using the enhanced Freeman Online, you will enjoy easy access to added features and functions as well as the high caliber of Freeman services you've come to expect - before, during and after your show.

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

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

 SHIPPING INFORMATION
Warehouse Shipping Address:

Exhibiting Company Name / Booth # _________
2020 SPE INTL POLYOLEFIN’S CONFERENCE - 416106
C/O FREEMAN
9258 PARK SOUTH VIEW, STE 100
HOUSTON, TX 77051
Freeman will accept crated, boxed or skidded materials beginning Friday, January 24, 2020, at the above address. Material arriving after February 17, 2020 will be received at the warehouse with an additional after deadline charge. Please note that the Freeman Warehouse does not accept uncrated freight (loose, pad-wrapped material and/or unskidded machinery), COD shipments, hazardous materials, freight requiring refrigerated or frozen storage, a single piece of freight weighing more than 5,000 pounds or a single piece of freight beyond the dimensions of 108" H x 93" W. Warehouse materials are accepted at the warehouse Monday through Friday between the hours of 8:00 AM - 3:30 PM. Certified weight tickets must accompany all shipments. If required, provide your carrier with this phone number: (713) 770-6750.

Please call Freeman for show site shipping information.

Freeman will receive shipments at the exhibit facility beginning Sunday, February 23, 2020. Shipments arriving before this date may be refused by the facility. Any charges incurred for early freight accepted by the facility are the responsibility of the Exhibitor. Certified weight tickets must accompany all shipments. If required, provide your carrier with this phone number: (713) 770-6750.

Please note: All materials received by Freeman are subject to Material Handling Charges and are the responsibility of the Exhibitor. This also applies to items not ordered through the Official Show Vendors. Refer to the material handling form for charges for the service.

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

**LABOR INFORMATION**

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

**ASSISTANCE**

We want you to have a successful show. If we can be of assistance, please call our Exhibitor Services Department at (713) 770-6750.

**WE APPRECIATE YOUR BUSINESS!**
FREEMAN GENERAL INFORMATION

TRANSLATION SERVICES
Freeman is pleased to offer a new service for our international exhibitors that provides quick interpretation and translation in 150 languages. This service will not only interpret for us on a three way conversation, but also translate emails from customers. To access this feature you may contact Freeman Exhibitor Services at (713) 770-6750 or Freeman’s Customer Support Center at (888) 508-5054.

HELPFUL HINTS

SAVE MONEY
Order early on FreemanOnline to take advantage of advance order discount rates, place your order by February 05, 2020.

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

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

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

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

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

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

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

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

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

EXHIBITOR ASSISTANCE
For more information and helpful hints on pre-show procedures and move-in, please go to Pre-Show FAQ

For more information and helpful hints on post-show procedures and move-out, please go to Post-Show FAQ

Call Freeman's Exhibitor Services department at (713) 770-6750 with any questions or needs you may have.
Follow these tips to make sure your sustainable booth strategies are cost-neutral or even cost-saving! Leave an impact on the show floor, not the environment.

**BEFORE THE SHOW**

**booth structure**

**Option 1 Multiple Use**
Use Forest Sustainable Certified (FSC) wood to build your booth and crates.

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

**Option 2 One-time Use**
Rent locally from nearby Freeman offices to reduce both shipping costs and carbon emissions.

**carpet**

**Option 1 Rent**
Rent rather than buy carpet to save on shipping, cleaning, and storage. Freeman Classic carpet can be reused at least four times.

**Option 2 Color**
Use darker-colored carpet, which is easier to reuse and recycle. Freeman Classic dark-colored carpets are made of 20-50 percent recycled content.

**shipping**

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

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

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

**printing**

**Option 1 Multiple Use**
Print on a durable substrate without dates, event names, or locations.

**Option 2 One-time Use**
Print on 100 percent recyclable materials like Freeman Honeycomb and Smartbuild Eco, which are just as cost-effective as PVC.

**Interested in going green and saving money?**

Reduce printing and go digital with your booth literature.

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

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

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

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

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

7. **train your team**

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

8. **shipping out**

Pack in, pack out. Leave no traces on show site.

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

9. **leftover materials**

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

**Donate the rest.** Ask the Freeman Exhibitors Services desk about local donation programs.

**TYPICALLY* RECYCLABLE**

- **Cardboard:** Used for signs or shipping boxes
- **Glass:** Green, brown, clear
- **Plastics:** Shrink-wrap or plastic banding used to secure shipments; water/soda bottles; plexiglass (acrylic) clear, smoked, or tinted; Visqueen used to protect flooring
- **Metal:** Aluminum cans/steel banding
- **Paper:** Fliers, brochures, programs, tickets, office paper, newspaper, magazines, paperboard
- **Wood:** Non-laminate wood

**TYPICALLY* DONATE-ABLE**

- **Furniture:** Purchased items
- **Home furnishing:** Decor staging materials
- **Unused raw materials:** Plywood, subflooring, non-laminate wood
- **Flooring:** 100 square feet of flooring. Excludes carpet.
- **Left over giveaways:** Pens, pads of paper, sunglasses, USBs, etc., left over in your promotional giveaway
Freeman only accepts payment information electronically. Place your order on FreemanOnline or follow the steps below to provide your payment information electronically and submit your order forms. Freeman will no longer accept cash payments for any Freeman Services.

1. Submit your payment information
   Proceed to our electronic Freeman Pay site to securely submit your payment information [https://www.freemanpay.com/416106](https://www.freemanpay.com/416106)

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

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

YOU ARE ENTERING A CONTRACT WHICH LIMITS YOUR POSSIBLE RECOVERY IN CASE OF LOSS OR DAMAGE. The terms and conditions set forth below become a part of the Contract between FREEMAN and you, the EXHIBITOR. Acceptance of said terms and conditions will be construed when any of the following conditions are met:

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

DEFINITIONS

For purposes of this Contract, "FREEMAN" or "The Freeman Companies" means Freeman Expositions, LLC, Freeman Expositions, Ltd., Freeman Audio Visual, Inc., Exhibit Surveys, LLC, Freeman Exhibit, Freeman Transportation, FreemanXP, LLC, Stage Rigging, LLC, The Freeman Company, Freeman Electrical, LLC, Freeman Digital Ventures, LLC., and their respective employees, directors, officers, agents, assigns, affiliated companies, and related entities including, but not limited to, any subcontractors FREEMAN may appoint. The term "EXHIBITOR" means the Exhibitor, its employees, agents, representatives, and any Exhibitor Appointed Contractors ("EAC").

PAYMENT TERMS

Full payment, including any applicable tax, is due in advance at show site. All payments must be in U.S. secure 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 charges as indicated on each order form. Payment for Audio Visual services and equipment is due in advance of move-in, unless otherwise agreed in writing with Freeman. All materials and equipment are on a rental basis for the du-ration of the show or event and remain the property of FREEMAN except where specifically identified as a sale. All rentals (excluding Audio Visual equipment and computers) include delivery, installation, and removal from EXHIBITOR’s booth. Rental prices on Audio Visual equipment and computers do not include la-bor, delivery, electrical services or removal of the equipment from the booth. In case of cancellation of any orders or services by EXHIBITOR, a one-hour "per person, per hour" charge will be applied for all labor orders that are not canceled in writing at least 24 hours prior to the scheduled start time. If Prestige Carpet, Custom-Cut Carpet, Modular Rental Exhibits and any other custom-order items or services have already been provided at the time of cancellation, fees will remain at 100% of the original charge. Audio Visual orders cancelled within 7 days from the show opening date will be charged a one-day rental rate on equipment. On-site cancellation of Audio Visual services will result in a one-day rental charge of equipment and any applicable labor. If the Show or Event is canceled because of rea-sons beyond FREEMAN’S control, EXHIBITOR remains responsible for all charges for services and equipment provided up to and including the date of cancellation. FREEMAN will not issue refunds to EXHIBITOR of any payments made before the date of cancellation. FREEMAN reserves the right to charge EXHIBITOR for the difference between the EXHIBITOR’S estimate of charges and the actual charges incurred by EXHIBITOR, or for any charges that FREEMAN may be obligated to pay on behalf of EXHIBITOR, including without limitation, any shipping charges. If EXHIBITOR provides a credit card for payment and the credit card transaction is declined, FREEMAN hereby authorizes Freeman to process the outstanding balance in multiple smaller increments that total the amount of the outstanding payment obligation. If the event that a THIRD PARTY (AGENT) orders on behalf of the EXHIBITOR and the named THIRD PARTY does not discharge payment of the invoice prior to the last day of the show, charges will revert back to the EXHIBITOR. All invoices are due and payable upon receipt, by either party.

ELECTRICAL

If FREEMAN provides electrical services, claims will not be considered, or adjustments made unless filed in writing, by EXHIBITOR, prior to the close of the event. FREEMAN is not responsible for any damage or loss caused by the loss of power beyond its control and EXHIBITOR agrees to hold FREEMAN, its officers, directors, employees and agents harmless from such power loss. In NO EVENT SHALL FREEMAN BE LIABLE FOR ANY INDIRECT OR CONSEQUENTIAL DAMAGES (INCLUDING WITHOUT LIMITATION LOST PROFITS) EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, WHETHER UNDER THEORY OF CONTRACT, TORT (INCLUDING NEGLIGENCE), PRODUCTS LIABILITY OR OTHERWISE. EXHIBITOR shall indemnify and hold harmless FREEMAN, its officers, directors, employees, and agents from and against any and all claims, liabilities, damages, fines, penalties or costs of whatsoever nature (including reasonable attorneys’ fees) arising out of or in any way connected with EXHIBITOR’S actions or omissions under this Agreement. Please note that electrical services are NOT automatically included in Audio Visual rentals and must be ordered separately from the designated electrical provider.

LABOR UNDER THE SUPERVISION OF EXHIBITOR RESPONSIBILITIES

EXHIBITOR shall be responsible for the performance of labor provided under this option. It is the responsibility of EXHIBITOR to supervise labor secured through FREEMAN in a reasonable manner as to prevent bodily injury and/or property damage and also to direct them to work in a manner that is in compliance with FREEMAN’S Safe Work Rules and/or Federal, State, County and Local ordinances, rules and/or regulations, including but not limited to Show or Facility Management rules and/or regulations. If any labor secured through Freeman is conducting overhead work, the Exhibitor is responsible for ensuring that everyone in the area of overhead work is wearing a hard hat. If the Exhibitor does not provide its own hard hats, Freeman can assist with obtaining them. It is the responsibility of EXHIBITOR to check in with the Service Desk to pick up labor, and to return to the Service Desk to release labor when the work is completed.

INDEMNIFICATION

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

IMPORTANT

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

FREEMAN terms & conditions
1. DEFINITIONS. For purposes of this Contract, Freeman means Freeman Expositions, Inc., and its employees, directors, officers, agents, assigns, affiliated companies, and related entities. In no event shall Freeman be deemed to be the Ultimate Consignee for shipping and custom purposes. The term “Exhibitor” means the Exhibitor, its employees, agents, and representatives.

2. PACKAGING/Crates and STORAGE. Freeman shall not be responsible for damage to loose or uncrated materials, pad wrapped or shrink-wrapped materials, glass breakage, concealed damage, carpets in bags or poly, or improperly packed or labeled materials. Freeman shall not be responsible for crates and packaging which are unsuitable for handling, in poor condition, or have prior damage. Crates and packaging should be of a design to adequately protect contents for handling by forklift and similar means. Freeman does not accept any crate or packaging not bearing Exhibitor’s name, and Freeman will not assume responsibility for crates or packaging which are not bearing Exhibitor’s name.

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

4. INBOUND/OUTBOUND SHIPMENTS. There may be a lapse of time between the delivery of shipment(s) to the booth and the arrival of Exhibitor, or a lapse of time between the completion of packing and the actual pickup of materials from the booths for loading onto a trailer during such times. Exhibitor materials will be left unattended. FREEMAN IS NOT RESPONSIBLE OR LIABLE FOR ANY LOSS, DAMAGE, THEFT, OR DISAPPEARANCE OF EXHIBITOR’S MATERIALS AFTER THEY HAVE BEEN DELIVERED TO EXHIBITOR’S BOOTH AT SHOW SITE OR BEFORE THEY HAVE BEEN PICKED UP FOR RELOADING AT THE CONCLUSION OF THE EVENT. Freeman recommends the securing of security services from Facility or Show Management. All MHA’s submitted to Freeman by Exhibitor will be checked at the time of pickup from the booth and corrections will be made where discrepancies exist between the quantities of items on any form submitted to Freeman and the actual count of such items in the booth. Freeman assumes no responsibility for: error in the above procedures; removal of containers with old empty labels and without Freeman labels; or improper information on empty labels. Freeman WILL NOT BE LIABLE FOR LOSS OR DAMAGE TO CRATES OR CONTAINERS OR THEIR CONTENTS WHILE SAME ARE IN EMPTY CONTAINER STORAGE.

5. DELIVERY TO THE CARRIER FOR RELOADING. Freeman assumes no responsibility for loss, damage, theft, or disappearance of Exhibitor’s materials after same have been delivered to Exhibitor’s appointed carrier, shipper, or agent for transportation after the conclusion of the show. Freeman is not the owner of the material handling equipment or service. Freeman assumes no responsibility for: error in the above procedures; removal of containers with old empty labels and without Freeman labels; or improper information on empty labels. Freeman WILL NOT BE LIABLE FOR LOSS OR DAMAGE TO CRATES OR CONTAINERS OR THEIR CONTENTS WHILE SAME ARE IN EMPTY CONTAINER STORAGE.

6. DESIGNATED CARRIERS. Freeman shall have the authority to change the Exhibitor designated carrier if that carrier does not pick up the shipment(s) at the appointed time. Where no disposition is made by Exhibitor, materials may be taken to a warehouse to await Exhibitor’s shipping instructions and Exhibitor agrees to be responsible for charges relating to such routing and handling. IN NO EVENT SHALL FREEMAN BE RESPONSIBLE FOR ANY LOSS RESULTING FROM SUCH REROUTING DESIGNATION.

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

8. CLAIM(S) FOR LOSS. Exhibitor agrees that any and all claims for loss or damage must be submitted to Freeman immediately at the show site and in any case not later than thirty (30) business days after the date when Exhibitor’s materials are delivered to the carrier for transportation from show site or from Freeman’s warehouse. All claims reported after thirty (30) days will be rejected. In no event shall a suit or action be brought against Freeman more than one (1) year after the date of loss or damage occurred.

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

b. MAXIMUM RECOVERY. If found liable for any loss, Freeman’s sole and exclusive maximum liability for loss or damage to Exhibitors materials and Exhibitor’s sole and exclusive remedy is limited to $5.00 (USD) per pound per article with a maximum liability of $100.00 (USD) per item, or $1,500.00 (USD) per shipment whichever is less. All shipment weights are subject to correction and final charges determined by the actual or re-weighed weight of the shipment.

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

9. DECLARED VALUE. Declarations of Declared Value are between the Exhibitor and the select-ed/acceptable carrier and are in no way an extension of Freeman’s maximum liability stated herein. Freeman recommends that Exhibitor’s materials be declared for full value or full replacement value to $.50 (USD) per pound per article with a maximum liability of $100.00 (USD) per item, or $1,500.00 (USD) per shipment whichever is less. Freeman WILL NOT BE LIABLE FOR ANY CLAIM ARISING FROM THE TRANSMITTAL OF, OR FAILURE TO TRANSMIT, DECLARED VALUE INSTRUCTIONS TO THE CARRIER NOR FOR FAILURE OF THE CARRIER TO UPHOLD THE DECLARED VALUE OR ANY OTHER TERM OF CARRIAGE.

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

11. INDEMNIFICATION. Exhibitor agrees to indemnify and forever hold harmless Freeman and from against any and all demands, claims, causes of action, fines, penalties, damages (including consequential), liabilities, judgments, and expenses (including but not limited to reasonable attorney’s fees and costs, including any appeal thereon) not exceeding the amount of insurance proceeds (the “Collateral”), to secure the prompt and full payment and performance of all Exhibitor’s obligations hereunder. Freeman shall have the right to supervise any labor secured through Freeman; Exhibitor’s negligence, willful misconduct, or deliberate act, or the negligence, willful misconduct, or deliberate act of Exhibitor’s employees, agents, representatives, customers, invitees and/or any Exhibitor Appointed Carriers (EAC) at the show or event to which the Damages relate. Freeman assumes no responsibility or liability for loss or damage to Exhibitors materials and Exhibitor’s sole and exclusive remedy is limited to Freeman’s maximum liability for loss or damage to Exhibitors materials.

12. LIEN. Exhibitor grants Freeman a security interest in and a lien on all of Exhibitor’s materials that is from time to time in the possession of Freeman and all the proceeds thereof, including without limitation insurance proceeds (the “Collateral”), to secure the prompt and full payment and performance of all Exhibitor’s obligations hereunder. Freeman shall have the right to supervise any labor secured through Freeman; Exhibitor’s negligence, willful misconduct, or deliberate act, or the negligence, willful misconduct, or deliberate act of Exhibitor’s employees, agents, representatives, customers, invitees and/or any Exhibitor Appointed Carriers (EAC) at the show or event to which the Damages relate. Freeman assumes no responsibility or liability for loss or damage to Exhibitors materials and Exhibitor’s sole and exclusive remedy is limited to Freeman’s maximum liability for loss or damage to Exhibitors materials.

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

14. DRIVER LIABILITY WAIVER, IN CONSIDERATION OF FREEMAN PERMITTING ENTERANCE TO THE PREMISES, YOU, YOUR EMPLOYER, THE OWNER OF THE TRUCK AND OR EQUIPMENT THAT YOU ARE OPERATING (TRUCKOWNER) AND YOU AS AGENT OF YOUR EMPLOYER AND THE TRUCKOWNER, HEREBY ASSUME ALL RISK OF INJURY OR HARM TO YOURSELF AND OTHERS AND DAMAGE TO YOUR PROPERTY AND PROPERTY BELONGING TO YOU, YOUR EMPLOYER OR OTHERS ARISING FROM YOUR ACTIVITIES WHILE BEING PERMITTED TO ENTER THE PREMISES, YOU AGREE TO ENTER AT YOUR OWN RISK. YOU HAVE FULL KNOWLEDGE OF ANY RISK INVOLVED IN THIS ACTIVITY. YOU RECOGNIZE THE HAZARDS AND ARE AWARE OF ALL THE RULES FOR SAFE OPERATION YOUR TRUCKOWNER, THE TRUCKOWNER, AND YOU AGREE TO INDEMNIFY AND HOLD HARMLESS FREEMAN, ITS EMPLOYEES, OFFICERS, DIRECTORS, AGENTS, ASSIGNS, AFFILIATED COMPANIES AND RELATED ENTITIES, AGAINST ANY AND ALL LIABILITY, ACTIONS, CLAIMS, AND DAMAGES OF ANY KIND WHATSOEVER ARISING FROM YOUR ACTIVITIES WHILE BEING PERMITTED TO ENTER THE PREMISES.
Freeman ©2018

In this Contract, “Freeman” means Freeman Shipping Services, Inc., its respective employees, officers, directors, agents, affiliates, and related entities, including any contractors appointed by Freeman. The term “Shipper” means the person or business for whom or on whose account any services are rendered by Freeman or the person, officer, director, agent, employees, contractors, or companies appointed by the Shipper, excluding only the Consignee.

1. DEFINITIONS: In this Contract, “Freeman” means Freeman Shipping Services, Inc., its respective employees, officers, directors, agents, affiliates, and related entities, including any contractors appointed by Freeman. The term “Shipper” means the person or business for whom or on whose account any services are rendered by Freeman or the person, officer, director, agent, employees, contractors, or companies appointed by the Shipper, excluding only the Consignee.

2. FINAL CONTRACT BETWEEN THE PARTIES: In exchange for Shipper’s payments and Freeman’s services, which the parties have specified in this two-page Contract (including the Air Cargo Service Request and Shipping Instructions Contract), Freeman and Shipper agree that this Contract shall take effect when Freeman accepts the property first comes into the physical possession of Freeman, and the responsibility of Freeman under such circumstances and in such manner as may be authorized by law.

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

4. PACKAGING AND CRATES: Shipper’s property must be well packed for safe and secure handling, storage, and shipment. Each item must be clearly marked with the name and address, including correct ZIP code of the Shipper and Consignee. When a container is used repetitively by Shipper, Shipper must remove all old labels, tags, markings, etc., and Shipper must ensure that the container retains its original strength, and that any warranty regarding the acceptability or suitability of any packaging system or procedure that Shipper might use for its property. Freeman shall not be responsible for damage to loose or unsecured packaged or shrink-wrapped or palletized or shrink-wrapped, or improperly packed or labeled materials. Crates and packaging should be of a size and type to adequately protect the cargo. The container must be strong enough to withstand the inherent forces of the cargo. Freeman reserves the right to refuse any shipment that it deems unsafe for transportation and to require such shipment to be returned to the sender for re-packaging. Shipments containing hazardous materials must comply with the U.S. Department of Transportation regulations for transportation by land carrier. Shipments weighing over 10,000 pounds shall be shipped only by rail or vessel. All shipments are subject to opening for inspection by Freeman; however, Freeman is not responsible for damages sustained from inspection.

5. REFUSED SHIPMENTS: If the Consignee refuses a shipment tendered for delivery or if Freeman is unable to deliver a shipment because of fault or mistake of the Consignee, Freeman’s liability shall then become that of a warehouseman. (a) Freeman shall promptly attempt to provide notice, by telephone, electronic or written communication as provided on the face of these shipping instructions, if so indicated, to Shipper or the party, if any, designated to receive notice in these instructions. (b) Storage charges, based on Freeman’s applicable rates, shall start no sooner than the next business day following the attempted notification. Storage may be, at Freeman’s option, in any location that Freeman might determine to be appropriate. Freeman may place the shipment in public storage at the owner’s expense and without liability to Freeman. (c) If Freeman does not receive disposition instructions within 48 hours of the time of Freeman’s attempt to notify the party of refusal, Freeman shall return the shipment to Shipper. Such notice shall advise that if Freeman does not receive disposition instructions within 10 days of that notification, Freeman may offer the shipment for sale at public auction and Freeman has the right to offer the shipment for sale at auction in any manner as Freeman might determine to be appropriate. Freeman shall have the right to store and sell any other lawful commodities. Shipper will be responsible for the balance of charges not covered by the sale of the property. Shipper and Consignee agree that such balance will be paid to the owner of the property sold hereunder, upon claim and proof of ownership. (d) Where Freeman has attempted to follow the procedure set forth above and the procedure is not possible, nothing shall be construed to abridge the right of Freeman, at its option, to sell the property under such circumstances and in such manner as may be authorized by law. (e) When perishable goods cannot be delivered and disposition is not given within a reasonable time, Freeman may dispose of property to the best advantage. Where Freeman is directed by Consignee or Consignor to unload or deliver property at a particular location where Consignee, Consignor, or the Agent of either is not regularly located, Freeman’s liability for the shipment shall terminate upon unload or delivery.

6. LIMITATION ON SHIPPER’S RECOVERABLE DAMAGES: Freeman’s LIABILITY FOR DAMAGES ON DOMESTIC SHIPMENTS, INCLUDING BUT NOT LIMITED TO THOSE DAMAGES ARISING FROM OR RELATED TO MISDELIVERY, INCOMPLETE OR OTHERWISE INADEQUATE DELIVERY, OR RELATED TO MISDELIVERY, INCOMPLETE OR OTHERWISE INADEQUATE DELIVERY, OR RELATED TO MISDELIVERY, INCOMPLETE OR OTHERWISE INADEQUATE DELIVERY, OR RELATED TO MISDELIVERY, INCOMPLETE OR OTHERWISE INADEQUATE DELIVERY, OR RELATED TO MISDELIVERY, INCOMPLETE OR OTHERWISE INADEQUATE DELIVERY, OR RELATED TO MISDELIVERY, INCOMPLETE OR OTHERWISE INADEQUATE DELIVERY, OR RELATED TO MISDELIVERY, INCOMPLETE OR OTHERWISE INADEQUATE DELIVERY, OR RELATED TO MISDELIVERY, INCOMPLETE OR OTHERWISE INADEQUATE DELIVERY, OR RELATED TO MISDELIVERY, INCOMPLETE OR OTHERWISE INADEQUATE DELIVERY, OR RELATED TO MISDELIVERY, INCOMPLETE OR OTHERWISE INADEQUATE DELIVERY, OR RELATED TO MISDELIVERY, INCOMPLETE OR OTHERWISE INADEQUATE DELIVERY, OR RELATED TO MISDELIVERY, INCOMPLETE OR OTHERWISE INADEQUATE DELIVERY, OR RELATED TO MISDELIVERY, INCOMPLETE OR OTHERWISE INADEQUATE DELIVERY, OR RELATED TO MISDELIVERY, INCOMPLETE OR OTHERWISE INADEQUATE DELIVERY, OR RELATED TO MISDELIVERY, INCOMPLETE OR OTHERWISE INADEQUATE DELIVERY, OR RELATED TO MISDELIVERY, INCOMPLETE OR OTHERWISE INADEQUATE DELIVERY, OR RELATED TO MISDELIVERY, INCOMPLETE OR OTHERWISE INADEQUATE DELIVERY, OR RELATED TO MISDELIVERY, INCOMPLETE OR OTHERWISE INADEQUATE DELIVERY, OR RELATED TO MISDELIVERY, INCOMPLETE OR OTHERWISE INADEQUATE DELIVERY, OR RELATED TO MISDELIVERY, INCOMPLETE OR OTHERWISE INADEQUATE DELIVERY, OR RELATED TO MISDELIVERY, INCOMPLETE OR OTHERWISE INADEQUATE DELIVERY, OR RELATED TO MISDELIVERY, INCOMPLETE OR OTHERWISE INADEQUATE DELIVERY, OR RELATED TO MISDELIVERY, INCOMPLETE OR OTHERWISE INADEQUATE DELIVERY, OR RELATED TO MISDELIVERY, INCOMPLETE OR OTHERWISE INADEQUATE DELIVERY, OR RELATED TO MISDELIVERY, INCOMPLETE OR OTHERWISE INADEQUATE DELIVERY, OR RELATED TO MISDELIVERY, INCOMPLETE OR OTHERWISE INADEQUATE DELIVERY, OR RELATED TO MISDELIVERY, INCOMPLETE OR OTHERWISE INADEQUATE DELIVERY, OR RELATED TO MISDELIVERY, INCOMPLETE OR OTHERWISE INADEQUATE DELIVERY, OR RELATED TO MISDELIVERY, INCOMPLETE OR OTHERWISE INADEQUATE DELIVERY, OR RELATED TO MISDELIVERY, INCOMPLETE OR OTHERWISE INADEQUATE DELIVERY, OR RELATED TO MISDELIVERY, INCOMPLETE OR OTHERWISE INADEQUATE DELIVERY, OR RELATED TO MISDELIVERY, INCOMPLETE OR OTHERWISE INADEQUATE DELIVERY, OR RELATED TO MISDELIVERY, INCOMPLETE OR OTHERWISE INADEQUATE DELIVERY, OR RELATED TO MISDELIVERY, INCOMPLETE OR OTHERWISE INADEQUATE DELIVERY, OR RELATED TO MISDELIVERY, INCOMPLETE OR OTHERWISE INADEQUATE DELIVERY, OR RELATED TO MISDELIVERY, INCOMPLETE OR OTHERWISE INADEQUATE DELIVERY, OR RELATED TO MISDELIVERY, INCOMPLETE OR OTHERWISE INADEQUATE DELIVERY, OR RELATED TO MISDELIVERY, INCOMPLETE OR OTHERWISE INADEQUATE DELIVERY, OR RELATED TO MISDELIVERY, INCOMPLETE OR OTHERWISE INADEQUATE DELIVERY, OR RELATED TO MISDELIVERY, INCOMPLETE OR OTHERWISE INADEQUATE DELIVERY, OR RELATED TO MISDELIVERY, INCOMPLETE OR OTHERWISE INADEQUATE DELIVERY, OR RELATED TO MISDELIVERY, INCOMPLETE OR OTHERWISE INADEQUATE DELIVERY, OR RELATED TO MISDELIVERY, INCOMPLETE OR OTHERWISE INADEQUATE DELIVERY, OR RELATED TO MISDELIVERY, INCOMPLETE OR OTHERWISE INADEQUATE DELIVERY, OR RELATED TO MISDELIVERY, INCOMPLETE OR OTHERWISE INADEQUATE DELIVERY, OR RELATED TO MISDELIVERY, INCOMPLETE OR OTHERWIS
1. DEFINITIONS. In this Contract, “Freeman” means Freeman Expositions, Inc., and its respective em- ployees, officers, directors, agents, assigns, affiliated companies, and related entities including any contractors appointed by Freeman. The term “Shipper” means the person or business for whom the property is being transported, and includes all parties to whom or for whom the property is delivered or tendered for delivery. The term “Carrier” means any carrier, various for hire, motor carriers, trucking companies, airlines, railroads, and contractors appointed by the Shipper, excluding only Freeman. “Property” is all objects of any type received from the Shipper for transport by Freeman as described herein. “Consignee” is the party to whom or for whom the property is delivered or tendered to be delivered.

2. FINAL CONTRACT BETWEEN THE PARTIES. In exchange for Shipper’s payments and Freeman’s services, which the parties have specified in this Contract, Freeman and Shipper each agree that this Contract shall govern their respective rights and obligations regarding transportation of Shipper’s property. This Contract contains the entire understanding of the parties and their agreements with respect to the subject matter hereof, and supercedes all prior agreements and understandings between the parties. This Contract is not assignable without Shipper’s written consent. Any assignation by Freeman without such consent or thereafter is null and void. The parties further agree that any verbal or written representations, agreements, or understandings made prior to or at the time of execution of this Contract are not binding unless specifically incorporated into this Contract. This Contract may not be waived or varied, except in writing, and only then by an authorized representative of Freeman. The “FAIR MARKET VALUE” equals the as is where is price for the property at the location of the show to which the price applies. If the property is delivered to an ordinary course of business, the sale, or $5.00 per pound of cargo lost or damaged. The amount of sale will be applied to Freeman’s invoice for transportation, storage and other lawful charges determined by dividing shipper’s declared value for cargo by the actual weight of the shipment. In all cases not prohibited by law, where a declared value for the actual value of the said property has been stated in writing by Shipper or has been agreed upon in writing as the released value of the property upon which the rate is based, such lower value plus Freight charges, if paid, shall be the maximum recoverable amount for loss or damage. Notwithstanding the above limitations, the property will be covered under the terms of the Commercial Combined policies issued by National Motor Freight Traffic Association. If the property was delivered in proper quantity and in good condition. Notice of concealed damage must be confirmed in writing or via email at exhibit.transportation@freeman.com within 5 business days of receipt of the property. If Carrier disputes the property, it is agreed between Freeman and Shipper that in that instance the presumption shall arise that the property is in good condition as they were in when damage was discovered. Claims filed more than nine (9) months following the date upon which the property was delivered or should have been delivered are agreed to be forever time barred. For shipping containers designed for repeated use (trade show cases, totes, crates), Freeman shall have no liability for superficial damage to said containers in the form of scuffs, scratches, dents or dings. Freeman will only accept liability for catastrophic damage to these shipping containers (crushing, puncture, or complete destruction). Freeman’s maximum liability in cases of “catastrophic” damage or total loss will be limited to a depreciated value of the container based on the time elapsed from the original purchase and the used value established on the provided original invoice. This maximum liability will be subject to all other applicable limits of liability such as repair costs. 11. CHOICE OF FORUM/ARBITRATION. This CONTRACT SHALL BE CONSTRUED UNDER THE LAWS OF THE STATE OF TEXAS WITHOUT GIVING EFFECT TO ITS CONFLICT OF LAWS RULES. EXCLUSIVE VENUE FOR ANY ACTION OR PROCEEDING ALLEGING A BREACH OF THIS CONTRACT OR ITS INTERPRETATION OR INTERPRETATION OF THIS CONTRACT SHALL RESIDE IN A COURT OF COMPETENT JURISDICTION IN DALLAS COUNTY, TEXAS. NOTWITHSTANDING ANYTHING HEREIN TO THE CONTRARY, ANY CONTROVERSY OR CLAIM ARISING OUT OF OR RELATING TO THIS CONTRACT OR ITS INTERPRETATION OR INTERPRETATION OF THIS CONTRACT SHALL BE RESOLVED BY ARBITRATION ADMINISTERED IN ACCORDANCE WITH ITS COMMERCIAL ARBITRATION RULES AND JUDGMENT ON THE AWARD RENDERED BY THE ARBITRATOR(S) MAY BE ENFORCED BY ANY COURT HAVING JURISDICTION THEREOF. 12. MISCELLANEOUS. (a) Shipper warrants the accuracy of the weight and dimension data furnished in this Contract; that the property is not hazardous; and that it is the property of the Shipper. (b) Shipper agrees that upon its delivery to Freeman pursuant to this Contract, Shipper has no right to control the shipment, stop the shipment in transit, or divert or rescind sale. (c) Shipper agrees that this Contract may be provided to any third party, including common or contract carriers of cargo transporters and brokers, as the shipper sees fit, provided that the shipper shall hold the carrier harmless for any and all matters related to payment for the shipment. Shipper agrees that all shipments are subject to correction and final accounting. 13. SMALL PACKAGE PROGRAM. If shipped via Freeman’s Small Packages Program, such packages are subject to Freeman’s SMALL PACKAGE RATE. IF SHIPPED via the SMALL PACKAGE PROGRAM, FREEMAN REV 0
TRANSPORTATION SERVICE, FULLY LOADED.
Our convenient, affordable package puts productivity in overdrive.

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

The Freeman Exhibit Transportation promise:

- All-inclusive pricing with no additional fees for pickups and deliveries, including weekend and night service
- Pick-up and transportation from point of origin to your choice of either advance warehouse or show site
- On-site transportation experts are available before, during and after the show
- Reliable customer service seven days a week, offering complete shipment visibility and expert supervision
- Pre-printed shipping labels and outbound paperwork

Benefits:

- Turnkey pricing ensures precise budgeting
- No additional handling, pick-up or delivery fees
- No additional fuel surcharges or overtime surcharges
- No carrier waiting time fees
- Experienced on-site transportation reps from move-in through move-out
- LTL (less than truck load) shipping

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

To take advantage, call 1-800-995-3579 or email exhibit.transportation@freeman.com for a quote.
With more than 90 years of experience in the events industry, no one understands exhibit transportation better than Freeman. Our transportation services are a seamless extension of the premium products that exhibitors around the world rely on time and time again.

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

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

Freeman Exhibit Transportation promise:

- ALL-INCLUSIVE PRICING WITH NO ADDITIONAL FEES FOR PICKUPS AND DELIVERIES, INCLUDING WEEKEND AND NIGHT SERVICE
- ONE CONVENIENT INVOICE ENCOMPASSING ALL FREEMAN SHOW SERVICES
- ON-SITE TRANSPORTATION EXPERTS ARE AVAILABLE BEFORE, DURING AND AFTER THE SHOW
- RELIABLE CUSTOMER SERVICE SEVEN DAYS A WEEK, OFFERING COMPLETE SHIPMENT VISIBILITY AND EXPERT SUPERVISION

Questions?

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

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

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

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

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

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

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

**PICK UP INFORMATION**

Requested Pick Up Date:

**DESTINATION**

☐ I will be shipping to the WAREHOUSE

FREEMAN / Exhibiting Company Name / Booth #

2020 SPE INTL POLYOLEFIN’S CONFERENCE - 416106
C/O: FREEMAN
9258 PARK SOUTH VIEW, STE 100
HOUSTON, TX 77051
 MUST BE DELIVERED BY FEBRUARY 17, 2020

☐ I will be shipping to SHOW SITE

FREEMAN / Exhibiting Company Name / Booth #

2020 SPE INTL POLYOLEFIN’S CONFERENCE - 416106
C/O: FREEMAN
HILTON HOUSTON NORTH
12400 GREENSPONT DR
HOUSTON, TX 77060
CANNOT BE DELIVERED BEFORE FEBRUARY 23, 2020

**OUTBOUND SHIPPING**

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

Ship to address:

☐ Number of Labels : ________________

**SHIPPING INFORMATION**

Items to be shipped

<table>
<thead>
<tr>
<th>Number of Pieces</th>
<th>Est. Weight</th>
</tr>
</thead>
<tbody>
<tr>
<td>Crates (wooden)</td>
<td></td>
</tr>
<tr>
<td>Cartons (cardboard)</td>
<td></td>
</tr>
<tr>
<td>Cases/Trunks (fiber)</td>
<td>(color ____________ )</td>
</tr>
<tr>
<td>Skids/Pallets</td>
<td></td>
</tr>
<tr>
<td>Carpet (color _______________ )</td>
<td></td>
</tr>
<tr>
<td>Other (_________________________ )</td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td></td>
</tr>
</tbody>
</table>

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

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

**TYPE OF SERVICE**

☐ Next Day Air: Delivery next business day by 5:00 PM
☐ Second Day Air: Delivery second business day by 5:00 PM
☐ 3-5 Day Service: Delivery within 3 - 5 business days
☐ Declared Value $ 

Air Transportation charges are billed by Dimensional or Actual Weight, whichever is greater.

☐ Standard Ground: Dependent on distance
☐ Expedited Ground: Tailored to specific requirements
☐ Specialized: Pad wrapped, uncrated, truck load

**FAX THIS COMPLETED FORM VIA:**

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

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

**SHOW # (416106)**
WHAT ARE FREIGHT SERVICES?

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

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

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

WHAT ABOUT PREPAID OR COLLECT SHIPPING CHARGES?
• Collect shipments will be returned to the delivery carrier.
• To ensure that your freight does not arrive collect, mark your bill of lading “prepaid.”
• “Prepaid” designates that the transportation charges will be paid by the exhibitor or a third party.

HOW SHOULD I LABEL MY FREIGHT?
• The label should contain the exhibiting company name, the booth number and the name of the event.
• The specific shipping address for either the warehouse or show site is located on the Quick Facts.

HOW DO I ESTIMATE MY MATERIAL HANDLING CHARGES?
• Charges will be based on the weight of your shipment. Each shipment received is billed individually and is subject to the applicable show weight minimum. 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 Material Handling Order Form, select whether the freight will arrive at the warehouse or be sent directly to show site.
• Next, select the rate for the freight category that best describes your shipment. There are four 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-wraped material, loads failing to maintain shipping integrity, and shipments that require additional time, equipment or labor to unload. Federal Express and UPS are included in this category due to their delivery procedures.
Un cratered: material that is shipped loose or pad-wrapped, and/or unskidded machinery without proper lifting points.

Carpet and/or Pad Only: shipments that consist of loose carpet and/or padding only require additional labor and equipment to unload.

• All inbound and outbound shipments are subject to overtime charges if the shipments are received, loaded or unloaded during the overtime hours specified on the Material Handling Order Form. This includes both warehouse and show site shipments.

• Add any late delivery or off-target charges listed on the Material Handling Order Form if the freight will be received after the deadlines listed on the Quick Facts.

• The above services, whether used completely or in part, are offered as a package and the charges will be based on the total inbound weight of the shipment.

WHAT HAPPENS TO MY EMPTY CONTAINERS DURING THE SHOW?

• Pick up “Empty Labels” at the Freeman Service Center. Once the container is completely empty, place a label on each container individually. Labeled empty containers will be picked up periodically and stored in non-accessible storage during the event.

• At the close of the show, the empty containers will be returned to the booth in random order. Depending on the size of the show, this process may take several hours.

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

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

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

• Each shipment must have a completed Material Handling Agreement in order to ship materials from the show. All pieces must be labeled individually.

• To save time, complete and submit the Outbound Shipping Form in advance, or you may contact the Freeman Service Center at show site for your shipping documents.

• Once we receive your outbound shipping information we will create your Material Handling Agreement and shipping labels. If the shipping information is provided in advance, the Material Handling Agreement will be delivered to your booth with your invoice. Otherwise the Material Handling Agreement and labels will be available for pick up at the Freeman Service Center.

• After materials are packed, labeled, and ready to be shipped, the completed Material Handling Agreement must be turned in at the Freeman Service Center.

• Call your designated carrier with pick-up information. Please refer to the Quick Facts for specific dates, times and address for pick up. In the event your selected carrier fails to show by the final move-out day, your shipment will either be rerouted on Freeman’s carrier choice or delivered back to the warehouse at the exhibitor’s expense.

• For your convenience, approved show carriers will be on site to book outbound transportation if you have not made arrangements in advance.

WHERE DO I GET A FORKLIFT?

• Forklift orders to install or dismantle your booth after materials are delivered may be ordered in advance or at show site. We recommend that you order in advance to avoid additional charges at show site. Refer to the Rigging Order Form for available equipment.

• Advance and show site orders for equipment and labor will be dispatched once a company representative signs the labor order at the Freeman Service Center.

• Start time is guaranteed only when equipment is requested for the start of the working day.

DO I NEED INSURANCE?

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

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

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

• Cranes

• Accessible storage at show site

• Exhibit transportation services (see enclosed brochure)

• Security storage at show site

• Short-term and long-term warehouse storage

• Local pick-up and delivery

• Priority empty return
**2020 SPE INTL POLYOLEFIN’S CONFERENCE - 416106 / FEBRUARY 24-25, 2020**

**NAME OF SHOW:** 
**COMPANY NAME:** 
**CONTACT NAME:** 
**PHONE #:** 
**E-MAIL ADDRESS:** 

For Assistance, please call 713-770-6750 to speak with one of our experts. 

Let Freeman OnLine® estimate your material handling charges for you. Log on to www.freeman.com select your show and click on “Estimate My Material Handling Costs”. From Freeman OnLine® you can print extra shipping labels, get tips on how to package your freight and much more. 

**MATERIAL HANDLING SERVICES**

<table>
<thead>
<tr>
<th>Description</th>
<th>Price Per CWT</th>
<th>200 lb. Minimum</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>WAREHOUSE SHIPMENT (200 lb. minimum)</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Crated or Skidded Shipment</td>
<td>$86.50</td>
<td>173.00</td>
</tr>
<tr>
<td>Special Handling Shipment</td>
<td>$112.50</td>
<td>225.00</td>
</tr>
<tr>
<td>Carpet and/or Pad Only Shipment</td>
<td>$129.75</td>
<td>259.50</td>
</tr>
<tr>
<td><strong>SHOW SITE SHIPMENT (200 lb. minimum)</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Crated or Skidded Shipment</td>
<td>$80.00</td>
<td>160.00</td>
</tr>
<tr>
<td>Special Handling Shipment</td>
<td>$104.00</td>
<td>208.00</td>
</tr>
<tr>
<td>Uncrated or Pad Wrapped Shipment</td>
<td>$120.00</td>
<td>240.00</td>
</tr>
<tr>
<td>Carpet and/or Pad Only Shipment</td>
<td>$120.00</td>
<td>240.00</td>
</tr>
</tbody>
</table>

**Small Package - Maximum weight is 30 lbs per shipment**

| Description                     | Price Per Shipment | 40.00 |

*A small package shipment is a shipment totaling any number of pieces with a combined weight not to exceed 30 lbs that is received on the same day, from the same shipper and delivered by the same carrier.**

**ADDITIONAL SURCHARGES:**

<table>
<thead>
<tr>
<th>Description</th>
<th>Price per CWT</th>
<th>200 lb. Minimum</th>
</tr>
</thead>
<tbody>
<tr>
<td>Shipment Delivered after Deadline Date (in addition to above rates)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Warehouse Shipment after 02/17/2020</td>
<td>$21.75</td>
<td>43.50</td>
</tr>
<tr>
<td>Show Site Shipment after 02/24/2020</td>
<td>$20.00</td>
<td>40.00</td>
</tr>
<tr>
<td>Overtime Charge - Inbound (in addition to above rates)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Crated or Skidded Shipment</td>
<td>$20.00</td>
<td>40.00</td>
</tr>
<tr>
<td>Special Handling Shipment</td>
<td>$26.00</td>
<td>52.00</td>
</tr>
<tr>
<td>Uncrated or Pad Wrapped Shipment</td>
<td>$30.00</td>
<td>60.00</td>
</tr>
<tr>
<td>Carpet and/or Pad Only Shipment</td>
<td>$30.00</td>
<td>60.00</td>
</tr>
<tr>
<td>Overtime Charge - Outbound (in addition to above rates)</td>
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**LATE SHIPMENT FEES:**

If freight is received in the warehouse during the exhibitor move-in or show hours, there will be an additional late fee per trip of $150.00 

<table>
<thead>
<tr>
<th>Description</th>
<th>Weight</th>
<th>CWT</th>
<th>Price per CWT</th>
<th>Estimated Total Cost (200 lb. Min.)</th>
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\[ \frac{\text{Price per CWT}}{100} = \text{Estimated Total Cost} \]

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<th>Tax</th>
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<tbody>
<tr>
<td>Total</td>
<td></td>
</tr>
</tbody>
</table>
SPECIAL HANDLING DEFINITIONS

Special handling applies to shipments that are loaded by cubic space and/or packed in such a manner as to require additional labor/handling, such as ground unloading, constricted space unloading, designated piece unloading, or stacked shipments. Also included are shipment integrity, alternate delivery locations, mixed shipments, and shipments without individual bills of lading. Shipments loaded in this manner require additional time, labor, or equipment, to unload, sort and deliver.

What is Ground Loading/Unloading?
Vehicles that are not dock height, preventing the use of loading docks, such as U-hauls, flat bed trailers, double drop trailers, company vehicles with trailers that are not dock level, etc.

What is Constricted Space Loading/Unloading?
Trailer loaded “high and tight” shipments that are not easily accessible. Freight is loaded to full capacity of trailer – top to bottom, side to side. One example of this is freight that is loaded down one side of a trailer that must be bypassed to reach targeted freight.

What is Designated Piece Loading/Unloading?
Drivers that require the loading crew to bring multiple pieces of the freight to the rear of the trailer to select the next piece, having to remove freight from the trailer then reload to fit or the trailer must be loaded in a sequence to ensure all items fit.

What are Stacked Shipments?
Shipments loaded in such a manner requiring multiple items to be removed to ground level for delivery to booth. Stacked or “cubed out” shipments, loose items placed on top of crates and/or pallets constitute special handling.

What is Shipment Integrity?
Shipment integrity involves shipments on a carrier that are intermingled, or delivered in such a manner that additional labor is needed to sort through and separate the various shipments on a truck for delivery to our customers.

What is Alternate Delivery Location?
Alternative delivery location refers to shipments that are delivered by a carrier that requires us to deliver some shipments to different levels in the same building, or to other buildings in the same facility.

What are Mixed Shipments?
Mixed shipments are defined as shipments of mixed crated and uncrated goods, where the percentage of uncrated is minimal and does not warrant the full uncrated rate for the shipment, but does require special handling. Freeman defines special handling for mixed loads as having less than 50% of the volume as uncrated.

What does it mean if I have “No Documentation”?
Shipments arrive from a small package carrier (including, among others, Federal Express, UPS & DHL) without an individual Bill of Lading, requiring additional time, labor and equipment to process.

What is the difference between Crated and Uncrated Shipments?
Crated shipments are those that are packed in any type of shipping container that can be unloaded at the dock with no additional handling required. Such containers include crates, fiber cases, cartons, and properly packed skids. An uncrated shipment is material that is shipped loose or pad-wrapped, and/or unskidded without proper lifting points.

What about carpet only shipments?
Shipments that consist of loose carpet and/or padding only require additional labor and equipment to unload.

for frequently asked questions and material handling estimator tools, go to www.freemanco.com/store

01/17
RECEIVING DATE BEGINS: JANUARY 24, 2020

TO: ________________________________

EXHIBITOR NAME

C/O: FREEMAN
9258 PARK SOUTH VIEW
STE 100
HOUSTON, TX 77051

WAREHOUSE

EVENT: 2020 SPE INTL POLYOLEFIN'S CONFERENCE - 416106

BOOTH NO: _______ NO. _____ OF _____ PCS

THE ABOVE LABELS ARE PROVIDED FOR YOUR CONVENIENCE.
PLACE ONE ON EACH PIECE SHIPPED TO ENSURE PROPER DELIVERY.
IF MORE LABELS ARE NEEDED, COPIES ARE ACCEPTABLE.
EVERY OUTBOUND SHIPMENT WILL REQUIRE A MATERIAL HANDLING AGREEMENT AND SHIPPING LABELS. WE WOULD BE
HAPPY TO PREPARE THESE FOR YOU AND DELIVER THEM TO YOUR BOOTH PRIOR TO SHOW CLOSE. TO TAKE
ADVANTAGE OF THIS SERVICE, PLEASE COMPLETE AND RETURN THIS FORM TO THE FREEMAN SERVICE CENTER.

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

OUTBOUND MATERIAL HANDLING
AND SHIPPING LABELS

NAME OF SHOW: 2020 SPE INTL POLYOLEFIN’S CONFERENCE - 416106 / FEBRUARY 24-25, 2020
COMPANY NAME: 
BOOTH #: 
BOOTH SIZE: 
CONTACT NAME: 
PHONE #: 
E-MAIL ADDRESS: 

For Assistance, please call (713) 770-6750 to speak with one of our experts.

EVERY OUTBOUND SHIPMENT WILL REQUIRE A MATERIAL HANDLING AGREEMENT AND SHIPPING LABELS. WE WOULD BE
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SHIPPING INFORMATION
SHIP TO: COMPANY NAME: 
DELIVERY ADDRESS: 

<table>
<thead>
<tr>
<th>CITY:</th>
<th>STATE/PROVINCE:</th>
<th>ZIP/Postal Code:</th>
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<tbody>
<tr>
<td>PHONE#:</td>
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</table>

SPECIAL INSTRUCTIONS: 

BILL TO:  
☐ Same as Ship to: 
COMPANY NAME: 
DELIVERY ADDRESS: 

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</table>

METHOD OF SHIPMENT
Select a Carrier: 
☐ Freeman Exhibit Transportation 
☐ Other Carrier
Carrier Name: 
Carrier Phone: 
Freeman will make arrangements for all Freeman Exhibit Transportation shipments.
Arrangements for pick-up by other carriers is the responsibility of the exhibitor.

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

Select Shipment Options (if applicable) 
☐ Have loading dock 
☐ Inside delivery 
☐ Pad wrap required 
☐ Do not stack
☐ Lift gate required 
☐ Air ride required 
☐ Residential

Select Desired Number of Labels: 

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

07/17 (416106)
furnishings 2019
EMPOWERING YOUR BUSINESS FROM THE GROUND UP

Meaningful engagement doesn't have to be complicated. You just need the right elements. Whether you’re a global brand testing a new product, a startup seeking exposure, or an organization needing flexibility, the furnishings to create a dynamic brand experience start here.

To learn more about our exhibit solutions, go to freeman.com/exhibit-design

It’s not about building a booth. It’s about designing a beacon
Fairfax Sofa & La Brea Chairs
10’x10’ Booth

10’x10’ Munich Sectional Booth
10’x20’ Malba Café & Bench Theater Booth
Power Up
In Style.

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

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

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

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

请注明：客户需提供人力和电力源到家具。每个充电面板需要一个110V电源。两个充电单元可以串联。10A max per charging panel.

Powered Tables

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

B. Ventura Powered Café Tables
72.25"L 26.25"D 30"H
(C) 820964 (black top)
(D) 820965 (white top)

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

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

Modular System
Create round banquettes or custom serpentine seating. The Power Banquette system has three AC and two USB plugs built into the center cone so your client will never be left powerless. Center power cone may also be rented as a free-standing charging station.
Powered Pedestals

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

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

Mobile devices must be compatible with Qi wireless charging pad.

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

Powered Tech Desk

A) 84083 Tech Desk, Powered w/3 Drawer File Cabinet (black metal, laminate) 60"L 30"D 30"H
B) 84084 Tech Desk, Powered (black metal, laminate) 60"L 30"D 30"H
C) 84080 3 Drawer File Cabinet on Castors (black metal, laminate) 16"L 20"D 28"H

Wireless Charging Table, Powered
E) 820710 (white, AC plug-in) 20"L 20"D 18"H

Denotes AC and USB charging outlets.
Soft Seating
Create Engaging Booth Environments

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

PEDESTAL
85063
Powered Locking
(white)
24"L 24"D 42"H

CAFÉ TABLE
8201223
Hydraulic Chrome Base
(laminate white top)
30"Round 29"H

REGIS
82075 End Table
(brushed metal)
16"L 15.5"D 16.5"H

MARCHÉ
815159 Swivel Ottoman
(blue fabric)
17"RND 18"H

HOPI
(gray linen)
810140, Chair
21"L 25"D 34"H
830150, Loveseat
48"L 25"D 34"H

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

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830150, Loveseat
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PEDESTAL
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(white)
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CAFÉ TABLE
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(laminate white top)
30"Round 29"H

REGIS
82075 End Table
(brushed metal)
16"L 15.5"D 16.5"H

MARCHÉ
815159 Swivel Ottoman
(blue fabric)
17"RND 18"H
Soft Seating Collections

**BAJA**
- **A) 81050 Chair**
  - (white vinyl)
  - 36"L 30.5"D 28.5"H

- **B) 83019 Sofa**
  - (white vinyl)
  - 86"L 28"D 30"H

- **C) 83020 Loveseat**
  - (white vinyl)
  - 61"L 30.5"D 28.5"H

**FAIRFAX**
- **A) 830949 Sofa**
  - (white vinyl, brushed metal)
  - 62"L 26"D 30"H

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

**NAPLES**
- **A) 810119 Chair**
  - (black vinyl)
  - 36"L 30"D 33.25"H

- **B) 830119 Sofa**
  - (black vinyl)
  - 87"L 30"D 33.25"H

- **C) 830120 Loveseat**
  - (black vinyl)
  - 62"L 30"D 33.25"H
Munich Collection

Modular Seating to Design Custom Exhibits

MUNICH
830201 Sectional 3pc.
(gray fabric)
93.5"L 27"D 28.5"H

830200 Munich Armless Loveseat
(gray fabric)
45"L 27"D 28.5"H

810150 Munich Corner Chair
(gray fabric)
26"L 27"D 28.5"H

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

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

WIRELESS CHARGING TABLE, POWERED
820710
(white, ac plug-in)
20"L 20"D 18"H

Denotes Powered Products

visit freeman.com
Soft Seating Collections

**ALLEGRO**
A) 81019 Chair  
(Blue fabric)  
36”L 34.5”D 30”H  
B) 83015 Sofa  
(Blue fabric)  
73”L 34.5”D 30”H

**TANGIERS**
A) 830118 Sofa  
(Blue textured)  
78”L 37”D 36”H  
B) 810118 Chair  
(Blue textured)  
34”L 37”D 36”H  
C) 830220 Loveseat  
(Blue textured)  
57.5”L 37”D 37”H

**KEY LARGO**
A) 810950 Chair  
(Black fabric)  
35”L 35”D 34”H  
B) 830950 Loveseat  
(Black fabric)  
57”L 35”D 34”H  
C) 830951 Sofa  
(Black fabric)  
79”L 35”D 34”H

**SOUTH BEACH**
A) 8301 Sofa  
(Platinum suede)  
69”L 29”D 33”H  
B) 8151 Ottoman  
25”L 31”D 18”H

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Accent Chairs

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

**KEY WEST**
8103 Chair  
(black)  
31" L 31" D 31" H

**LA BREA**
810874 Chair  
(charcoal gray, fabric)  
35" L 27" D 40" H

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

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

visit freeman.com
Accent Chair Styles

A) Madrid Chair
   - A) 81816 (white vinyl)
     - 30"L 30"D 31"H
   - B) 8102 (black vinyl)
     - 30"L 30"D 31"H

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

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

E) Hopi Chair
   - E) 810140 (gray linen)
     - 21"L 25"D 34"H

F) Pro Executive Guest Chair
   - F) 810947 (black vinyl)
     - 24"L 22"D 36"H

Meeting & Stage Chairs

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

D) Meeting Chair
   - D) 810835 (espresso vinyl)
   - E) 810836 (taupe fabric)
   - F) 810948 (white vinyl)
**Group Seating**

**ZENITH**
A) 810851 Chair (white, chrome)  
18.25"L 20"D 32"H

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

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

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

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

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

A) 810810 Berlin Chair (black, white) 18"L 22"D 32"H
B) 810846 Christopher Chair (white vinyl, chrome) 17"L 19"D 35"H
C) 810841 Rustique Chair w/arms (gunmetal) 20"L 18"D 31"H
D) 81063 Altura Guest Chair (black crepe) 25"L 20"D 34"H
E) 71089 Diamond Side Chair (black) 21"W X 23" L X 32"H
F) 71090 Diamond Arm Chair (black) 20"W X 21"L X 33"H
G) 810837 Razor Armless Chair (white) 15.38"L 15.5"D 30.5"H
H) 81083 Blade Chair (sky blue) 20.5"L 19"D 30.5"H
I) 81082 Blade Chair (red) 20.5"L 19"D 30.5"H
J) 210108 LIMERICK® Chair BY HERMAN MILLER™ (gray) 18"W X 17.75"L X 33"H
K) 81093 Lucent Chair (frosted, acrylic) 19.5"L 19.75"D 32.5"H

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

J) 210108 LIMERICK® Chair BY HERMAN MILLER™ (gray) 18"W X 17.75"L X 33"H
K) 81093 Lucent Chair (frosted, acrylic) 19.5"L 19.75"D 32.5"H
Ottomans

Vibe Cube
18”L 18”D 18”H
A) 81531 (white vinyl)
B) 81530 (black vinyl)
C) 81532 (steel blue vinyl)
D) 81534 (purple vinyl)
E) 81533 (silver vinyl)
F) 81519 (red vinyl)
G) 81517 (yellow vinyl)
H) 81520 (pink vinyl)
I) 81518 (blue vinyl)
J) 81525 (orange vinyl)

visit freeman.com
Styles & Shapes

Beverly Bench
60" L 20" D 18" H
A) 81556 (white vinyl)
B) 81550 (black vinyl)
C) 81552 (gray fabric)
D) 81555 (red fabric)
E) 81554 (ocean blue fabric)
F) 81553 (linen fabric)
G) 81551 (brown fabric)
H) 815119 Half Bench
(white vinyl)
39" L 22" D 18" H

ENDLESS Square
34" L 34" D 15" H
I) 815123 (black)
J) 815122 (white)

ENDLESS Curved
60.5" L 37.5" D 15" H
K) 815952 (black)
L) 815953 (white)

M) 8507 Quarter Curve
(white vinyl)
53" L 22" D 18" H

Ring (4 ottoman seats)
(white vinyl)
72" RND 18" H

N) 81526 Edge
LED Cube
(white plastic)
19" L 19" D 19" H
A/C power only

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

Marche Swivel Ottomans
17" RND 18" H
A) 815150 (white vinyl)
B) 815154 (red fabric)
C) 815158
(pear yellow fabric)
D) 815156 (plum fabric)
E) 815159 (blue fabric)
F) 815151 (gray fabric)
G) 815155
(rose quartz fabric)
H) 815152 (linen fabric)
I) 815153
(raspberry fabric)
J) 815157
(meadow green fabric)
K) 815160
(orange fabric)
Accent Tables

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

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

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

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

visit freeman.com
Sydney Cocktail Tables
(brushed steel)
48”L 26”D 18”H
A) 82053 (white)
B) 82052 (black)
C) 82077 (blue)
D) 82078 (wood)

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

Regis Tables
(brushed metal)
I) 82074 Bench Table
47”L 15.5”D 16”H
J) 82075 End Table
18”L 15.5”D 16.5”H

Silverado Tables
(glass, chrome)
K) 82015 End Table
24” Round 22”H
L) 82014 Cocktail Table
36” Round 17”H

Oliver Tables
(walnut finish)
M) 82088 End Table
22” Round 22”H
N) 82087 Cocktail Table
47”L 27”D 19”H

Aura Round Table
O) 820844
15” Round 22”H

Edge LED Cube Table
P) 82057
(plexi top, white plastic)
20”L 20”D 20”H
A/C power only

Wireless Charging Table, Powered
Q) 820710
(white, AC plug-In)
20”L 20”D 18”H
Café Tables

A) 820940 Blue Hydraulic Café Table
(chrome base, blue top)
30” RND 29” H

B) 810131 Malba Chair
(gray)
20”L 20”D 32”H

85030
7’ Boxwood Hedge
36.5”L 12” D 84”H

30” Round Café Table
A) 820941
Standard Black Base
(blue top) 30” RND 29” H

B) 81093 Lucent Chair
(frosted, acrylic)
19.5”L 19.75”D 32.5”H

A) 820241 Madison Hydraulic Café Table
(chrome base, gray acajou top)
30” RND 29” H

B) 810130 Malba Chair
(green)
20”L 20”D 32”H

visit freeman.com
Customize and Create

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

Mix & Match

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

Café Tables

**Standard Black Base**
30” RND 29”H

A) 8201220 (white)
also available
820941 (blue)
820943 (wood)

B) 820923 (graphite nebula)
also available
8201208 (maple)
820942 (wood)
820925 (silver)
8201223 (white)

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

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

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

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

**Hydraulic Chrome Base**
30” RND 29”H

B) 820923 (graphite nebula)
also available
8201208 (maple)
820940 (blue)
820942 (wood)
820925 (silver)
8201223 (white)

36” RND 29”H
820126 (white)
8201209 (graphite nebula)
8201206 (maple)
Bar Tables

A) 8201222
30" Round Bar Table
(white top, chrome hydraulic base)
30" RND 45"H

B) 810952
Apex Barstool
(blue ultra suede)
21"L 21"D 33"H

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

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

E) 820930
30" Round Bar Table
(blue top, chrome hydraulic base)
30" RND 45"H

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

G) 820240 30"
Round Bar Table w/ Hydraulic Chrome Base
(Madison, gray acajou)
30" RND 45"H

H) 810850
Zenith Barstool
(white, chrome)
19"L 20"D 44"H
Customize and Create
Choose your base, black or chrome, then pick a color that suits your design.

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

Bar Tables
Standard Black Base
30" RND 42"H
A) 8201221 (white)
also available
820264 (Madison/gray acajou)
820931 (blue)
820933 (wood)

Bar Tables
Hydraulic Chrome Base
30" RND 45"H
B) 820922 (graphite nebula)
also available
8201207 (maple)
820920 (red)
820930 (blue)
820932 (wood)
820924 (silver)
36" RND 45"H
820125 (white)
8201211 (graphite nebula)
8201205 (maple)

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

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

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

F) 810953 Apex Barstool
(red vinyl) 21" L 21" D 33" H

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Barstools

LIFT Barstools
15” Round 23–33.5”H
A) 810870 (white vinyl)
B) 810873 (red vinyl)
C) 810871 (black vinyl)
D) 810872 (gray vinyl)

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**Styles & Shapes**

**Apex Barstools**
21"L 21"D 33"H
A) 810951 (black vinyl)
B) 810953 (red vinyl)
C) 810954 (white vinyl)
D) 810952 (blue ultra suede)

**Zoey Barstools**
15"L 16"D 30-34.75"H
E) 810840 (white, chrome)
F) 810834 (black, chrome)

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

**I) 810201 Oslo Barstool**
(white)
17"L 20"D 45"H

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

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

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

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

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

**Blade Barstool**
20.5"L 20.125"D 40.5"H
O) 81080 (red)
P) 81081 (sky blue)

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

**R) Gas Lift Stool w/ arms**
24"W X 20"L X 46"H
71048 (gray, adjustable) also available
71047 w/o arms

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

---

**Mix & Match**

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

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

42" Round Conference Table
42"RND 29"H
A) 820708 (white laminate)
B) 820260 (Madison/gray acajou)

MADISON
(Madison/gray acajou)
C) 820261 5' Table
60"L 48"D 29"H
D) 820262 8' Table
96"L 60"D 29"H
E) 820263 10' Table
120"L 48"D 29"H
Styles & Shapes

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

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

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

G) 820707 Merlin Multi Use Table
(gray laminate, black)
46”L 29”D 30”H
H) 820706 Work Table
(white laminate, white)
48”L 24”D 30”H

I) 820203 6’ Conference Tables
(graphite nebula)
72”L 42”D 29”H

Mix & Match
J) 810946 Pro Executive High Back Chair (black vinyl) 25”L 24”D 48”H Adjustable
K) 810945 Pro Executive Mid Back Chair (white vinyl) 24”L 22”D 40”H Adjustable

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Executive Seating

Pro Executive High Back Chair
25"L 24"D 48"H
A) 810844 (white vinyl)
B) 810946 (black vinyl)
Adjustable height

Pro Executive Guest Chair
24"L 22"D 36"H
810947 (black vinyl)

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

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

Gas Lift Stool
24"W X 20"L X 46"H
B) 71048 (gray, adjustable)
71047 w/o arms

Gas Lift Chair
26" X 20"L X 38"H
A) 71045 (gray, adjustable)
71046 w/ arms

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Communal and Powered Tables
Choose from a variety of Powered, Solid or Grommet Hole Table Tops.

Bar Tables

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

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

Ventura Communal Bar Tables
(silver frame)
72.25"L 26.25"D 42"H
Maple Top
B) 820954 (solid)
820951 (grommets)
White Top
C) 820953 (grommets)
820956 (solid)
Black Top
820952 (solid)

Café’ Tables

Ventura Powered Café Tables
72.25"L 26.25"D 30"H
(silver frame)
A) 820964 (black top)
B) 820965 (white top)

Ventura Communal Café Tables (silver frame)
72.25"L 26.25"D 30"H
Maple Top
C) 820963 (solid)
820960 (grommets)
White Top
D) 820961 (grommets)
820966 (solid)
Black Top
E) 820962 (solid)
Office Essentials

MADISON
A) 84075 Madison Executive Desk
   (gray acajou) 60"L 30"D 29"H
B) 84077 Madison Credenza
   (gray acajou) 60"L 20"D 29"H
C) 810135 Task Stool
   (black fabric)
   27.25"L 27.5"D 32.75"-40.25"H Adjustable
D) 810844 Pro Executive
   High Back Chair
   (white classic vinyl)
   25"L 24"D 48"H Adjustable

visit freeman.com
Tech Powered Desk

A) 84083 Tech Desk, Powered, w/3 Drawer File Cabinet (black metal, laminate) 60”L 30”D 30”H
B) 84084 Tech Desk, Powered (black metal, laminate) 60”L 30”D 30”H
C) 84080 3 Drawer File Cabinet on Castors (black metal, laminate) 16”L 20”D 28”H

Denotes AC and USB charging outlets

Lighting & Shelving

A. 850708 Floor Lamp 18” RND 55”H
B. 850707 Table Lamp 16” RND 26”H

ACCENT LAMPS
Mason Lamps (brushed silver)
A) 850708 Floor Lamp 18” RND 55”H
B) 850707 Table Lamp 16” RND 26”H

SHELVING
C) 85020
Posh Shelving (chrome, acrylic) 36”L 18”D 72”H
D) 84078
Madison Bookcase (gray acajou) 36”L 12”D 72”H
Midtown Powered Counter
Metallic pewter gray curved counter with taupe-colored glass top features two AC & three USB charging outlets, locking storage cabinet and two shelves.

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

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

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

B) 210109
limerick Stool
BY HERMAN MILLER™
(white)
18" X 17.75"L X 44"H
Midtown Bar
Metallic pewter gray curved bar with taupe-colored glass top features locking cabinet for storage and two shelves.

A. 850101 (unlighted)
B. 850100 (lighted with plug-in)

Apex Barstool
C) 810952
(Blue ultra suede)
21"L 21"D 33"H

A) 81526 Edge LED Cube Ottoman
(White plastic)
20"L 20"D 20"H
A/C power only

B) 82057 Edge LED Cube Table
(Plexi top, white plastic)
20"L 20"D 20"H
A/C power only

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

Lighted & Greenery Products

LED light available in white, red, green, blue and rolling color.

White  Red  Green  Blue
Draped or Undraped Tables & Counters

Table-Drape Colors

- black
- blue
- brown
- gray
- plum
- green
- flax
- gold
- white
- red

Special Draping: Special drape is available in a variety of colors. Refer to the order form for details. Table-top risers are available in a variety of sizes. See order form for details.

Visit us at freeman.com for ordering and full product line.

Sizing Chart*

*Table and counter widths are available in select cities

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Product Display

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

B) 75079
Orion Computer Kiosk
(black)
28"L X 28"D X 40.5"H
(computer not included)

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

D) 75032
Display Cube - Large
(black)
24"W X 24"L X 42"H

E) 75031
Display Cube - Medium
(black)
18"W X 18"L X 36"H

F) 75030
Display Cube - Small
(black)
12"W X 12"L X 42"H

G) 75022
Display Cylinder - High
(black)
24"W X 24"L X 36"H

H) 75021
Display Cylinder - Medium
(black)
18"W X 18"L X 20"H

I) 75020
Display Cylinder - Low
(black)
30"W X 12"L X 15"H
available in rectangle sizes

J) 810947
Pro Executive Guest Chair
(black vinyl)
24"L 22"D 36"H
Product Storage

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

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

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

D) 74082
2 Drawer File Cabinet
w/Lock
(tan metal)
15"W X 29"L X 28"H

E) 74081
4 Drawer File Cabinet
w/Lock
(tan metal)
15"W X 29"L X 50"H

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

G) 75057
Small Refrigerator
4.0 cu feet
20"W X 22"L X 33"H
Show & Office Accessories

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

B) 71048
Gas Lift Stool w/ arms
(gray, adjustable) 24"W X 20"L X 46"H
also available 71047 w/o arms

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

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

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

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

G) 220143
Brushed Aluminum Easel
(open 5 1/4"W X 64 1/4"H) 26"W X 62"H

H) 220106
Corrugated Wastebasket
(black)
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7am-7pm CT Monday through Friday and 8am-5pm CT Saturday.

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E-MAIL ADDRESS:  
For Assistance, please call (713) 770-6750 to speak with one of our experts.

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For fast, easy ordering, go to www.freeman.com
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## Executive Seating

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For Assistance, please call (713) 770-6750 to speak with one of our experts.

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### Draped Tables & Counters

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## Pedestal Tables

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**Conference Tables**

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**Office**

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**Computer Desks/Tables**

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**NAME OF SHOW:** 2020 SPE INTL POLYOLEFIN’S CONFERENCE - 416106 / FEBRUARY 24-25, 2020

**COMPANY NAME:**  
**BOOTH #:** X  
**BOOTH SIZE:**  
**CONTACT NAME:**  
**PHONE #:**  
**E-MAIL ADDRESS:**  

For Assistance, please call (713) 770-6750 to speak with one of our experts.

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

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**Boxwood Hedges**

|     | 85030* | 7’ Boxwood Hedge                                    | 640.00       | 704.00         | 896.00         |       |
|     | 85036* | 4’ Boxwood Hedge                                    | 350.00       | 385.00         | 490.00         |       |

**Accessories**

|     | 220121 | Chrome Stanchion w/ 8’ Retractable Belt             | 121.55       | 133.70         | 170.15         |       |
|     | 220118 | Chrome Sign Holder                                  | 96.30        | 105.95         | 134.80         |       |
|     | 750135 | Round Literature Rack                               | 224.05       | 246.45         | 313.65         |       |
|     | 750136 | Flat Literature Rack                                | 193.15       | 212.45         | 270.40         |       |
|     | 220109 | Chrome Coat Tree                                    | 55.60        | 61.15          | 77.85          |       |
|     | 220134 | Aluminum Evel                                        | 54.10        | 59.50          | 75.75          |       |
|     | 220110 | Chrome Bag Rack                                     | 119.50       | 131.45         | 167.30         |       |
|     | 10201484 | Floor Standing Bulletin Board                      | 211.15       | 232.25         | 295.60         |       |
|     | 220106 | Corrugated Wastebasket                              | 18.55        | 20.40          | 25.95          |       |

**Special Drape**

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<td>Green</td>
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**TAXES:** Due to varying taxes across counties and cities for various categories, applicable taxes will be applied to your order accordingly based on the jurisdictions of the show city.

*Asterisk indicates item is a Freeman Select furnishing

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**TOTAL COST**

$ + $ = $

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

Sustainability Tip:

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

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

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

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

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

CLASSIC CARPET

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

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

*Sustainability Tip: Freeman Classic carpet is reused a minimum of four times before retired from inventory and recycled. Darker colored carpets such as black and gray, as well as the two-toned carpet are made of 20-25% recycled content.
**NAME OF SHOW:** 2020 SPE INTL POLYOLEFIN'S CONFERENCE - 416106 / FEBRUARY 24-25, 2020

**COMPANY NAME:**

**CONTACT NAME:**

**E-MAIL ADDRESS:**

**PHONE #:**

For Assistance, please call (713) 770-6750 to speak with one of our experts.

- Orders received after the deadline or without payment will be charged the Standard price.
- All utility lines must be installed before carpet installation. Utilities should be ordered in advance.
- Pricing includes delivery, material handling, installation and removal.

### CHOSE YOUR CARPET COLOR:

<table>
<thead>
<tr>
<th>Qty</th>
<th>Description</th>
<th>Online Price</th>
<th>Discount Price</th>
<th>Standard Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><strong>9’ CLASSIC CARPET, PADDING &amp; PLASTIC COVERING</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>9’ x 10’ Classic Carpet</td>
<td>$ 181.55</td>
<td>$ 199.70</td>
<td>$ 254.15</td>
<td></td>
</tr>
<tr>
<td></td>
<td>9’ x 20’ Classic Carpet</td>
<td>$ 352.25</td>
<td>$ 387.50</td>
<td>$ 493.15</td>
<td></td>
</tr>
<tr>
<td></td>
<td>9’ x 30’ Classic Carpet</td>
<td>$ 528.40</td>
<td>$ 581.25</td>
<td>$ 739.75</td>
<td></td>
</tr>
<tr>
<td></td>
<td>9’ x 40’ Classic Carpet</td>
<td>$ 704.50</td>
<td>$ 774.95</td>
<td>$ 986.30</td>
<td></td>
</tr>
<tr>
<td></td>
<td>9’ x 10’ Carpet Padding - Single Layer</td>
<td>$ 128.25</td>
<td>$ 141.10</td>
<td>$ 179.55</td>
<td></td>
</tr>
<tr>
<td></td>
<td>9’ x 20’ Carpet Padding - Single Layer</td>
<td>$ 256.45</td>
<td>$ 282.10</td>
<td>$ 359.05</td>
<td></td>
</tr>
<tr>
<td></td>
<td>9’ x 30’ Carpet Padding - Single Layer</td>
<td>$ 384.70</td>
<td>$ 423.15</td>
<td>$ 538.60</td>
<td></td>
</tr>
<tr>
<td></td>
<td>9’ x 40’ Carpet Padding - Single Layer</td>
<td>$ 512.95</td>
<td>$ 564.25</td>
<td>$ 718.15</td>
<td></td>
</tr>
<tr>
<td></td>
<td>9’ x 10’ Carpet Padding - Double Layer</td>
<td>$ 256.45</td>
<td>$ 282.10</td>
<td>$ 359.05</td>
<td></td>
</tr>
<tr>
<td></td>
<td>9’ x 20’ Carpet Padding - Double Layer</td>
<td>$ 512.95</td>
<td>$ 564.25</td>
<td>$ 718.15</td>
<td></td>
</tr>
<tr>
<td></td>
<td>9’ x 30’ Carpet Padding - Double Layer</td>
<td>$ 769.40</td>
<td>$ 846.35</td>
<td>$ 1,077.15</td>
<td></td>
</tr>
<tr>
<td></td>
<td>9’ x 40’ Carpet Padding - Double Layer</td>
<td>$ 1,025.90</td>
<td>$ 1,128.50</td>
<td>$ 1,436.25</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Plastic Covering (price per sq. ft.)</td>
<td>$ 1.05</td>
<td>$ 1.15</td>
<td>$ 1.45</td>
<td></td>
</tr>
</tbody>
</table>

**10’ CLASSIC CARPET, PADDING & PLASTIC COVERING**

<table>
<thead>
<tr>
<th>Qty</th>
<th>Description</th>
<th>Online Price</th>
<th>Discount Price</th>
<th>Standard Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>10’ x 10’ Classic Carpet</td>
<td>$ 337.85</td>
<td>$ 371.65</td>
<td>$ 473.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>10’ x 20’ Classic Carpet</td>
<td>$ 675.15</td>
<td>$ 742.65</td>
<td>$ 945.20</td>
<td></td>
</tr>
<tr>
<td></td>
<td>10’ x 30’ Classic Carpet</td>
<td>$ 1,013.50</td>
<td>$ 1,114.85</td>
<td>$ 1,418.90</td>
<td></td>
</tr>
<tr>
<td></td>
<td>10’ x 40’ Classic Carpet</td>
<td>$ 1,351.35</td>
<td>$ 1,486.50</td>
<td>$ 1,891.90</td>
<td></td>
</tr>
<tr>
<td></td>
<td>10’ x 10’ Carpet Padding - Single Layer</td>
<td>$ 142.65</td>
<td>$ 156.90</td>
<td>$ 199.70</td>
<td></td>
</tr>
<tr>
<td></td>
<td>10’ x 20’ Carpet Padding - Single Layer</td>
<td>$ 285.30</td>
<td>$ 313.85</td>
<td>$ 399.40</td>
<td></td>
</tr>
<tr>
<td></td>
<td>10’ x 30’ Carpet Padding - Single Layer</td>
<td>$ 427.95</td>
<td>$ 470.75</td>
<td>$ 599.15</td>
<td></td>
</tr>
<tr>
<td></td>
<td>10’ x 40’ Carpet Padding - Single Layer</td>
<td>$ 570.60</td>
<td>$ 627.65</td>
<td>$ 798.85</td>
<td></td>
</tr>
<tr>
<td></td>
<td>10’ x 10’ Carpet Padding - Double Layer</td>
<td>$ 285.30</td>
<td>$ 313.85</td>
<td>$ 399.40</td>
<td></td>
</tr>
<tr>
<td></td>
<td>10’ x 20’ Carpet Padding - Double Layer</td>
<td>$ 570.60</td>
<td>$ 627.65</td>
<td>$ 798.85</td>
<td></td>
</tr>
<tr>
<td></td>
<td>10’ x 30’ Carpet Padding - Double Layer</td>
<td>$ 855.95</td>
<td>$ 941.55</td>
<td>$ 1,198.35</td>
<td></td>
</tr>
<tr>
<td></td>
<td>10’ x 40’ Carpet Padding - Double Layer</td>
<td>$ 1,141.25</td>
<td>$ 1,255.40</td>
<td>$ 1,597.75</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Plastic Covering (price per sq. ft.)</td>
<td>$ 1.05</td>
<td>$ 1.15</td>
<td>$ 1.45</td>
<td></td>
</tr>
</tbody>
</table>

**9’ carpet is laid toward the front edge, leaving 1’ at the back of the booth for access to utility ports.**

**TAX RATES**

- Local Tax: 8.25%

**TAX CALCULATION**

Sub-Total: 

Discount Price: 

Total Cost: 

**DEADLINE DATE**

FEBRUARY 05, 2020

INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER
NAME OF SHOW: 2020 SPE INTL POLYOLEFIN’S CONFERENCE - 416106 / FEBRUARY 24-25, 2020

For Assistance, please call (713) 770-6750 to speak with one of our experts.

- Guaranteed new, high-quality carpet.
- Orders received after the deadline or without payment will be charged the Standard price and are subject to availability.
- Prestige and Custom Cut Classic Carpet are subject to a 100% cancellation charge.
- All utility lines must be installed before carpet installation. Utilities should be ordered in advance.

All carpets, padding and plastic covering contain recycled content and are recyclable.

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

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

- Order Custom Cut Classic Carpeting by the sq. ft. if your size is not listed on the standard size order form.

Sample:

<table>
<thead>
<tr>
<th>Description</th>
<th>Qty</th>
<th>Price per sq. ft. (90 sq. ft. minimum)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Carpet Padding - 1/2&quot; (90 - 700 sq. ft.)</td>
<td></td>
<td>$1.55</td>
</tr>
<tr>
<td>Carpet Padding - 1/2&quot; (Over 700 sq. ft.)</td>
<td></td>
<td>$1.05</td>
</tr>
<tr>
<td>Double Carpet Padding - 1/2&quot; (90 - 700 sq. ft.)</td>
<td></td>
<td>$3.10</td>
</tr>
<tr>
<td>Double Carpet Padding - 1/2&quot; (Over 700 sq. ft.)</td>
<td></td>
<td>$2.05</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Description</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sub- Total</td>
<td>$8.25 Tax</td>
</tr>
<tr>
<td>Total Cost</td>
<td>Total Cost</td>
</tr>
</tbody>
</table>

Include the Freeman method of payment form with your order.
NAME OF SHOW: 2020 SPE INTL POLYOLEFIN’S CONFERENCE - 416106 / FEBRUARY 24-25, 2020

COMPANY NAME: 

CONTACT NAME: 

E-MAIL ADDRESS: 

For Assistance, please call (713) 770-6750 to speak with one of our experts.

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

### CLEANING SERVICES

- Cleaning is an exclusive service. This includes all floor services and trash removal.
- Prices are based on total square footage of booth regardless of area to be cleaned.
- Show Site Prices will apply to all cleaning orders placed at show site.

#### VACUUMING (per sq. ft. - 100 sq. ft. minimum)

<table>
<thead>
<tr>
<th>Qty (sq. ft.)</th>
<th>Part #</th>
<th>Description</th>
<th>Advance Price</th>
<th>Show Site Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>610100</td>
<td>Booth Vacuuming - One Time .........................................</td>
<td>.50</td>
<td>.70</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>610200</td>
<td>Booth Vacuuming - 2 Days ..............................................</td>
<td>1.05</td>
<td>1.45</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>610300</td>
<td>Booth Vacuuming - 3 Days ..............................................</td>
<td>1.55</td>
<td>2.15</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>610400</td>
<td>Booth Vacuuming - 4 Days ..............................................</td>
<td>2.05</td>
<td>2.85</td>
<td></td>
</tr>
</tbody>
</table>

#### SHAMPOOING (per sq ft - 100 sq ft minimum)

<table>
<thead>
<tr>
<th>Qty (sq. ft.)</th>
<th>Part #</th>
<th>Description</th>
<th>Advance Price</th>
<th>Show Site Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>630100</td>
<td>Shampoo Carpet - One Time ...........................................</td>
<td>1.05</td>
<td>1.45</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>630200</td>
<td>Shampoo Carpet - 2 Days ................................................</td>
<td>N/A</td>
<td>N/A</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>630300</td>
<td>Shampoo Carpet - 3 Days ................................................</td>
<td>N/A</td>
<td>N/A</td>
<td></td>
</tr>
</tbody>
</table>

#### PORTER SERVICE (per day)

<table>
<thead>
<tr>
<th>Qty (# days)</th>
<th>Part #</th>
<th>Description</th>
<th>Advance Price</th>
<th>Show Site Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>620500</td>
<td>Exhibit Area / Under 500 sq.ft. ......................................</td>
<td>192.10</td>
<td>268.95</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6201500</td>
<td>Exhibit Area / 501 - 1,500 sq. ft. ...................................</td>
<td>216.80</td>
<td>303.50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6202500</td>
<td>Exhibit Area / 1,501 - 2,500 sq. ft. ..................................</td>
<td>N/A</td>
<td>N/A</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6203500</td>
<td>Exhibit Area / Over 2,500 sq.ft. ......................................</td>
<td>Call for Quote</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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

**TOTAL COST**

<table>
<thead>
<tr>
<th>Sub-Total</th>
<th>+</th>
<th>8.25% Tax</th>
<th>=</th>
<th>Total Cost</th>
</tr>
</thead>
</table>

01/18 (416106) 8975
FIT TO PRINT

SmartFabric® is a triple-layered fabric made of 100 percent polyester that’s ideal for printed graphics. It’s an extremely versatile all-in-one fabric and has been treated to meet NFPA 701 small-scale flammability standards. This lightweight material provides an easy way to make a big impact and has a small shipping footprint to reduce your shipping cost and carbon emissions.
SMARTFABRIC® RENTAL EXHIBITS

RENTAL EXHIBITS INCLUDE:

- Custom Fabric Graphic* with zippered carrying case (fabric graphic purchased to keep)
- Rental Frame, a 100% recyclable structure
- 9’ x 10’ or 9’ x 20’ Classic Carpet (color selections on page 3)
- Exhibit Installation & Dismantle
- Exhibit Material Handling
- Nightly Vacuuming
- 3 Arm Lights per 10’ Booth
- 6 Arm Lights per 20’ Booth
- Power for lights only

FRAME ONLY UNIT

If you rented a SmartFabric booth previously, you own the graphic. For subsequent shows, all you need to do is rent the frame. We will install your fabric graphic over the frame.**

RENTAL EXHIBITS INCLUDE:

- Rental Frame
- 9’ x 10’ or 9’ x 20’ Classic Carpet (color selections on page 3)
- Exhibit Installation & Dismantle
- Exhibit Material Handling
- Nightly Vacuuming
- 3 Arm Lights per 10’ Booth
- Power for lights only

*Client to provide print-ready artwork, or Freeman can design artwork for an additional fee. **Only Freeman SmartFabric will be installed on the frame.

Questions? To speak with an Exhibitor Sales Specialist, call the number listed on the Quick Facts Page in the Exhibitor Manual.
CLASSIC CARPET

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

9' x 10' or 9' x 20' (16 oz.) – Color Options Included with Rental Package Options

- black
- blue
- gray
- green
- latte
- midnight blue
- plum
- red
- red pepper
- tuxedo

9' carpet is laid toward the front edge, leaving 1' at the back of the booth for utility port access. Actual colors may vary slightly.

PRESTIGE CARPET

Prestige carpet is for one time use. The carpet for your booth will be brand new and recycled at the end of the show. Renting carpet from Freeman minimizes your shipping footprint.

(28 oz.) – Available Upgrade Color Options

- black*
- cardinal
- charcoal*
- cream
- gray pearl*
- navy*
- toast
- wedgewood
- white*

*Colors available in both 28 oz. and 40 oz. Actual colors may vary slightly.

OPTIONAL ACCESSORIES

SMARTFABRIC® ZIPPERED CARRYING CASE

- 20" W × 8" H × 16" D

One SmartFabric zipper bag is included with purchase.

CLEAR ACRYLIC SHELF

- 36" W × .25" H × 12" D

(holds up to 15 lbs each)

CUSTOM GRAPHICS

An exhibitor sales specialist will contact you to review the process for providing your own graphic files or options for using our graphic design services to design your back wall.

FREEMAN SUSTAINABILITY FOCUS

This solution is a clean footprint booth. This rental unit includes a 100 percent recyclable aluminum frame. All flooring, lighting, furniture, and booth structure will go back into inventory to be reused or recycled.
NAME OF SHOW: 2020 SPE INTL POLYOLEFIN’S CONFERENCE - 416106 / FEBRUARY 24-25, 2021

COMPANY NAME: 

CONTACT NAME: 

E-MAIL ADDRESS: 

For Assistance, please call (713) 770-6750 to speak with one of our experts.

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

SMARTFABRIC EXHIBIT

SmartFabric Exhibits provide a custom printed fabric graphic to keep and reuse on future events.

**SmartFabric Rental Exhibit Includes:**
- 116.5” X 92.5” Custom Fabric Graphic (Purchased item to keep)
- Carrying Case for Graphic (To carry the purchased fabric graphic)
- Classic Carpet 9’ X 10’ or 9’ X 20’ (Select color below)
- Installation & Dismantle of Exhibit
- Material Handling of Exhibit
- Nightly Vacuuming
- 3-Arm Lights (per 10 ft.)
- Power for LIGHTS only

Classic Carpet: [ ] Black [ ] Blue [ ] Gray [ ] Green [ ] Latte [ ] Midnight Blue [ ] Plum [ ] Red [ ] Red Pepper [ ] Tuxedo

<table>
<thead>
<tr>
<th>Qty</th>
<th>Description</th>
<th>Discount</th>
<th>Standard</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>10’ x 10’ SmartFabric Exhibit..............................</td>
<td>$2,155.00</td>
<td>$3,017.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>10’ x 20’ SmartFabric Exhibit..............................</td>
<td>$4,155.00</td>
<td>$5,817.00</td>
<td></td>
</tr>
</tbody>
</table>

CUSTOM GRAPHICS

A Freeman Exhibitor Sales Specialist will be contacting you to review the process for providing graphic files and helpful tips that will ensure a successful graphic print.

FRAME ONLY UNIT

The SmartFabric frame only unit is for exhibitors who have previously rented the SmartFabric exhibit (above) and have the fabric graphic ready for reuse. If you need a new graphic made, please select the SmartFabric Rental Exhibit (above). No fabric graphics will be printed without the rental unit.

**Frame Only Unit Includes:**
- Classic Carpet 9’ X 10’ or 9’ X 20’ (Select color below)
- Installation & Dismantle of Exhibit
- Material Handling of Exhibit
- Nightly Vacuuming
- 3-Arm Lights (per 10 ft.)
- Power for LIGHTS only

Classic Carpet: [ ] Black [ ] Blue [ ] Gray [ ] Green [ ] Latte [ ] Midnight Blue [ ] Plum [ ] Red [ ] Red Pepper [ ] Tuxedo

<table>
<thead>
<tr>
<th>Qty</th>
<th>Description</th>
<th>Discount</th>
<th>Standard</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>10’ x 10’ Frame Only Unit................................</td>
<td>$1,410.00</td>
<td>$1,974.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>10’ x 20’ Frame Only Unit................................</td>
<td>$2,350.00</td>
<td>$3,290.00</td>
<td></td>
</tr>
</tbody>
</table>

ACCESSORIES

<table>
<thead>
<tr>
<th>Qty</th>
<th>Description</th>
<th>Discount</th>
<th>Standard</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>SmartFabric Arm Light ......................................</td>
<td>$67.00</td>
<td>$93.80</td>
<td></td>
</tr>
<tr>
<td></td>
<td>SmartFabric Acrylic Shelf (supports up to 15 lbs)........</td>
<td>$154.50</td>
<td>$216.30</td>
<td></td>
</tr>
<tr>
<td></td>
<td>SmartFabric Carrying Case (purchase)........................</td>
<td>$20.50</td>
<td>$28.70</td>
<td></td>
</tr>
</tbody>
</table>

QUICK TIPS

- Orders received after the deadline or without payment will be charged the Standard price and are subject to availability. All graphics are subject to a 100% cancellation charge once production begins.
- The product offered has recyclable content or has eco-friendly attributes and is 100% recyclable according to manufacturer’s specifications.
- “9” carpet is laid toward the front edge, leaving 1’ at the back of the booth for access to utility ports.”

<p>| TOTAL COST |</p>
<table>
<thead>
<tr>
<th>Sub-Total</th>
<th>+ 8.25% Tax</th>
<th>= Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
RENTAL EXHIBITS THAT IMPRESS

When it comes to designing your exhibit, effective solutions don’t require expensive investments. Take the stress out of your upcoming show with a rental exhibit from Freeman. With quality rental options that meet your budget requirements, we’ll have you exhibit ready at a moment’s notice, without the hassle of ownership.

PACKAGE 1

10 X 20

10 X 10

PACKAGE 1 UPGRADE OPTIONS

With Graphics and Cabinet

10 X 10

Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to freeman.com
PACKAGE 2 UPGRADE OPTIONS
With Graphics and Cabinet

10 X 10

PACKAGE 3 UPGRADE OPTIONS
With Graphics and Cabinet

10 X 10

PACKAGE 4 UPGRADE OPTIONS
With Graphics and Cabinet

10 X 10
PACKAGE 5

10 X 20

10 X 10

PACKAGE 6

10 X 20

10 X 10
PACKAGE 5 UPGRADE OPTIONS
With Graphics and Cabinet

10 X 10

PACKAGE 6 UPGRADE OPTIONS
With Graphics and Cabinet

10 X 10
There are upgrade options available that allow you to change the panels to slatwall, add shelves, change the metal color and add cabinets as a storage option with the dual purpose of a reception counter.
Booth Panel Options – Color Options Included with Rental Package


Classic Carpet (16 oz.) – Color Options Included with Rental Package Options. Darker colored Classic carpet is made of 25-50% recycled content.

<table>
<thead>
<tr>
<th>Black</th>
<th>Blue</th>
<th>Gray</th>
<th>Green</th>
<th>Latte</th>
</tr>
</thead>
<tbody>
<tr>
<td>Midnight blue</td>
<td>Plum</td>
<td>Red</td>
<td>Red pepper</td>
<td>Tuxedo</td>
</tr>
</tbody>
</table>

9’ carpet is laid toward the front edge, leaving 1’ at the back of the booth for utility port access. Actual colors may vary slightly.

Prestige Carpet (28 oz.) – Available Upgrade Color Options

<table>
<thead>
<tr>
<th>Black*</th>
<th>Cardinal</th>
<th>Charcoal*</th>
<th>Cream</th>
<th>Gray Pearl*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Navy*</td>
<td>Toast</td>
<td>Wedgewood</td>
<td>White*</td>
<td></td>
</tr>
</tbody>
</table>

*Colors available in both 28 oz. and 40 oz. Actual colors may vary slightly.

Rental Exhibits Include:
- 9x10 or 9x20 Classic Carpet
- Exhibit Installation & Dismantle
- Exhibit Material Handling
- Nightly Vacuuming
- 2-arm lights per 10’ Booth
- Power (500 watts) for LIGHTS only (and Labor to hang lights)

questions?

All packages can be customized or modified to fit your specific needs. To speak with an Exhibitor Sales Specialist, call the number listed on the Quick Facts.

“CLEAN FOOTPRINT” MATERIALS

When you select “Clean Footprint” materials for your booth we will use only materials that can be reused or recycled. All flooring, lighting, furniture, and booth structure will go back into inventory to be reused again. Your personalized graphic panels used in the booth will be printed on reusable and 100% recyclable substrate such as Freeman honeycomb, converd board and reboard. Using a Freeman rental unit includes 100% recyclable aluminum in the structure and virtually eliminates your shipping footprint and carbon emissions.
All Exhibits include: installation & dismantle of exhibit, material handling of exhibit, 9’ x 10’ or 9’ x 20’ classic carpet with nightly vacuuming, 2 arm lights (per 10’ unit), power (500 watts) for lights ONLY and labor to hang arm lights.

To place your order, please check the appropriate box and complete the remaining selections at the bottom of the form.

### RENTAL EXHIBITS

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>2,705.30</td>
<td>3,787.40</td>
<td>2,705.30</td>
<td>3,787.40</td>
</tr>
<tr>
<td>2</td>
<td>2,352.00</td>
<td>3,292.80</td>
<td>2,352.00</td>
<td>3,292.80</td>
</tr>
<tr>
<td>3</td>
<td>2,939.60</td>
<td>4,115.45</td>
<td>2,939.60</td>
<td>4,115.45</td>
</tr>
<tr>
<td>4</td>
<td>2,705.30</td>
<td>3,787.40</td>
<td>2,705.30</td>
<td>3,787.40</td>
</tr>
<tr>
<td>5</td>
<td>2,352.00</td>
<td>3,292.80</td>
<td>2,352.00</td>
<td>3,292.80</td>
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<tr>
<td>6</td>
<td>2,939.60</td>
<td>4,115.45</td>
<td>2,939.60</td>
<td>4,115.45</td>
</tr>
</tbody>
</table>

### CHOOSE YOUR PANEL

- [ ] Black Fabric
- [ ] Blue Fabric
- [ ] Gray Fabric
- [ ] White Hardwall
- [ ] White Perfboard

### CARPET

Our Classic Carpet and nightly vacuuming are included in the price of your Rental Exhibit. The following colors are available:

- [ ] Black
- [ ] Blue
- [ ] Gray
- [ ] Green
- [ ] Latte
- [ ] Midnight Blue
- [ ] Plum
- [ ] Red
- [ ] Red Pepper
- [ ] Tuxedo

You may want to add padding or upgrade your carpet to one of our 15 designer colors in our PRESTIGE carpet line. Now available in 28 oz. and 40 oz. weight. Refer to our enclosed Carpet order form for color selections and pricing.

### LIGHTING

Each Rental Exhibit includes 2 Arm Lights (per 10’ unit).

Note: Power and labor to hang the lights are included in our standard rental exhibit package price. Power consumption not to exceed 500 Watts.

Additional power must be ordered separately.

### HEADER IDENTIFICATION SIGN

Indicate which color lettering you would like. We have a wide variety of standard colors available:

- [ ] Black
- [ ] Blue
- [ ] Brown
- [ ] Burgundy
- [ ] PMS Color
- [ ] Font Type

Indicate exactly how you want your company name to appear:

*Unless font type is indicated, Helvetica will be used.

### ENHANCE YOUR EXHIBIT

Enhance your exhibit and have an Exhibitor Sales Specialist contact you for pricing by checking any of the following boxes:

- [ ] Slatwall & Shelves
- [ ] Cabinets & Counters
- [ ] Specialty Colored Metal
- [ ] Recyclable Graphics
- [ ] Colored Panels
- [ ] Creating a Custom Exhibit
- [ ] Graphics & Custom Logo
- [ ] White Eco-Board

**TOTAL COST**

<table>
<thead>
<tr>
<th>Sub-Total</th>
<th>8.25% Tax</th>
<th>Total Cost</th>
</tr>
</thead>
</table>

01/19 (416106) 8975
FLEXING TO FIT YOUR NEEDS

TotalFlex® provides the ability to configure exhibits to fit your space, budget and vision from show to show. Available for rent or for purchase, this pop-up display is versatile, lightweight and durable, and setup can be completed without tools in only a few minutes.
The TotalFlex® solution is the most versatile exhibit option available:

- Floor unit cases easily convert into a podium.
- Velcro-compatible fabric panels available in a wide selection of colors.
- Compatible with shelves, lights and other innovative trade show accessories.
- Available in a variety of sizes for rent or purchase, including a tabletop version (shown on front).
- Freeman offers full graphic and logo design solutions.*
- All TotalFlex® rental units include installation & dismantling of display system, material handling, 9’x10’ or 9’x20’ Classic Carpet with nightly vacuuming, 200-watt halogen lights (1 light for the table-top unit, 2 lights per 8x10 unit) as well as power and labor to hang them.

*Graphic design elements are priced separately and not included with TotalFlex® order.
For fast, easy ordering, go to www.freeman.com

TABLETOP UNIT

Rentals Include:
- Draped Table (select color below) 1-Case
- Classic Carpet 9' x 10' (select color below) One Time Installation & Dismantle
- Installation & Dismantle of Exhibit
- Material Handling of Exhibit
- Nightly Vacuuming
- 1-200 Watt Halogen Light (Power (500 watts) for LIGHTS only and Labor to hang lights)

Purchase Units Include:
- Header Identification Sign - (white with black text) Indicate copy below:

Header Identification Sign - (white with black text) Indicate copy below:

Fabric Panel Colors for All Units:
- Black
- Gray
- Blue
- Other Colors Also Available for Purchase Units

9' x 10' Classic Carpet:
- Black
- Blue
- Green
- Gray
- Latte
- Midnight Blue
- Plum
- Red
- Red Pepper
- Tuxedo
- Gold
- Gray
- Plum
- White

Rental Units Include:
- Classic Carpet 9' x 10' (select color below) 2-Cases
- Installation & Dismantle of Exhibit
- Material Handling of Exhibit
- 1-Podium - 8'H X 10'W unit only
- 2-200 Watt Halogen Lights (Power (500 watts) for LIGHTS only and Labor to hang lights)

Purchase Units Include:
- Header Identification Sign - (white with black text) Indicate copy below:

Header Identification Sign - (white with black text) Indicate copy below:

Fabric Panel Colors for All Units:
- Black
- Gray
- Blue
- Other Colors Also Available for Purchase Units

9' x 10' Classic Carpet:
- Black
- Blue
- Green
- Gray
- Latte
- Midnight Blue
- Plum
- Red
- Red Pepper
- Tuxedo

CUSTOM GRAPHIC / PHOTO PANELS

- Our custom graphic panels can dramatically enhance your exhibit's appearance.
- Please check the box to have an Exhibitor Sales Specialist contact you to assist in creating a unique exhibit.

OPTIONAL ACCESSORIES

<table>
<thead>
<tr>
<th>Part #</th>
<th>Description</th>
<th>Qty</th>
<th>Discount Price</th>
<th>Standard Price</th>
<th>Total</th>
<th>Qty</th>
<th>Discount Price</th>
<th>Standard Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1715800</td>
<td>2-200 Watt Halogen Light Kit</td>
<td></td>
<td>190.05</td>
<td>266.05</td>
<td>356.05</td>
<td></td>
<td>282.20</td>
<td>395.10</td>
<td></td>
</tr>
<tr>
<td>1715801</td>
<td>1-200 Watt Halogen Light Kit</td>
<td></td>
<td>97.85</td>
<td>137.00</td>
<td>234.85</td>
<td></td>
<td>208.05</td>
<td>291.25</td>
<td></td>
</tr>
<tr>
<td>1715802</td>
<td>Straight Shelf</td>
<td></td>
<td>74.15</td>
<td>103.80</td>
<td>177.95</td>
<td></td>
<td>140.10</td>
<td>196.15</td>
<td></td>
</tr>
<tr>
<td>1715803</td>
<td>Angled Shelf</td>
<td></td>
<td>74.15</td>
<td>103.80</td>
<td>177.95</td>
<td></td>
<td>140.10</td>
<td>196.15</td>
<td></td>
</tr>
</tbody>
</table>

QUICK TIPS

- If shipping literature or products, material handling rates will apply.
- Orders received after the deadline date or without payment will be charged the Standard Price.

For Assistance, please call (713) 770-6750 to speak with one of our experts.

Rental Units Include:
- Draped Table (select color below)               1-Case
- Classic Carpet 9' X 10' (select color below)    One Time Installation & Dismantle
- Installation & Dismantle of Exhibit
- Material Handling of Exhibit
- Nightly Vacuuming
- 1-200 Watt Halogen Light (Power (500 watts) for LIGHTS only and Labor to hang lights)

Purchase Units Include:
- Header Identification Sign - (white with black text) Indicate copy below:

Fabric Panel Colors for All Units:
- Black
- Gray
- Blue
- Other Colors Also Available for Purchase Units

9' x 10' Classic Carpet:
- Black
- Blue
- Green
- Gray
- Latte
- Midnight Blue
- Plum
- Red
- Red Pepper
- Tuxedo
- Gold
- Gray
- Plum
- Red
- White

FLOOR UNIT

Rentals Include:
- Classic Carpet 9' x 10' (select color below) 1-Case
- Installation & Dismantle of Exhibit
- One Time Installation & Dismantle
- Material Handling of Exhibit
- Nightly Vacuuming
- 1-200 Watt Halogen Light (Power (500 watts) for LIGHTS only and Labor to hang lights)

Purchase Units Include:
- Header Identification Sign - (white with black text) Indicate copy below:

Header Identification Sign - (white with black text) Indicate copy below:

Fabric Panel Colors for All Units:
- Black
- Gray
- Blue
- Other Colors Also Available for Purchase Units

9' x 10' Classic Carpet:
- Black
- Blue
- Green
- Gray
- Latte
- Midnight Blue
- Plum
- Red
- Red Pepper
- Tuxedo

- All Classic carpet contain recycled content and are recyclable.
**For fast, easy ordering, go to www.freeman.com**

### ACCESSORIES FOR RENTAL UNITS

**LIGTHS** (use only on rentals)  
**SHELVES** (use only on rentals)  
**CABINETS**

### GONDOLAS

**RADIUS CABINET**  
*(does not have doors)*

### LITERATURE POCKETS

---

### LIGHT FIXTURES  
*(electrical service & labor to install lights not included)*

<table>
<thead>
<tr>
<th>Qty</th>
<th>Part #</th>
<th>Description</th>
<th>Discount Price</th>
<th>Standard Price</th>
<th>Total</th>
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<tr>
<td></td>
<td>172512</td>
<td>Arm Light</td>
<td>67.90</td>
<td>95.05</td>
<td></td>
</tr>
<tr>
<td></td>
<td>172514</td>
<td>4’ Tracklight (3 lights)</td>
<td>274.75</td>
<td>384.85</td>
<td></td>
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<tr>
<td></td>
<td>17252</td>
<td>Halogen Light</td>
<td>77.25</td>
<td>108.15</td>
<td></td>
</tr>
</tbody>
</table>

### CABINETS & LOCKS

<table>
<thead>
<tr>
<th>Qty</th>
<th>Part #</th>
<th>Description</th>
<th>Discount Price</th>
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<th>Total</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>17305</td>
<td>1M x ½M x 36&quot; High</td>
<td>548.50</td>
<td>767.90</td>
<td></td>
</tr>
<tr>
<td></td>
<td>17306</td>
<td>1M x ½M x 42&quot; High</td>
<td>548.50</td>
<td>767.90</td>
<td></td>
</tr>
<tr>
<td></td>
<td>17308</td>
<td>2M x ½M x 36&quot; High</td>
<td>663.30</td>
<td>928.60</td>
<td></td>
</tr>
<tr>
<td></td>
<td>17309</td>
<td>2M x ½M x 42&quot; High</td>
<td>663.30</td>
<td>928.60</td>
<td></td>
</tr>
<tr>
<td></td>
<td>173010</td>
<td>1M Radius x ½M x 36&quot; High</td>
<td>701.45</td>
<td>982.05</td>
<td></td>
</tr>
<tr>
<td></td>
<td>173011</td>
<td>1M Radius x ½M x 42&quot; High</td>
<td>701.45</td>
<td>982.05</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>(Radius Cabinets do not have doors)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>17301</td>
<td>Cabinet Lock</td>
<td>9.80</td>
<td>13.70</td>
<td></td>
</tr>
</tbody>
</table>

Inside Shelves Available ............ Quoted on Request

*Remember to make a selection for items with checkboxes. Otherwise, a selection will be made for you.*

---

**TOTAL COST**

<table>
<thead>
<tr>
<th>Description</th>
<th>Discount Price</th>
<th>Standard Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sub-Total</td>
<td>+</td>
<td>8.25% Tax</td>
<td>Total Cost</td>
</tr>
</tbody>
</table>

---

NAME OF SHOW: **2020 SPE INTL POLYOLEFIN'S CONFERENCE - 416106 / FEBRUARY 24-25, 2020**

**CONTACT NAME:**  
**COMPANY NAME:**  
**PHONE #:**  
**E-MAIL ADDRESS:**  

For Assistance, please call (713) 770-6750 to speak with one of our experts.
SEEING IS BELIEVING

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

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

Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to freeman.com
CREATING VISUAL EXCITEMENT
Quality graphics contribute significantly to the impact of your exhibit. Vivid colors and sharp images attract attention, build traffic, and communicate messages more effectively. Freeman has invested in the latest printing technology and has the skills to provide you with the finest high-resolution digital graphic reproduction available.

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

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

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

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

Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to freeman.com
NAME OF SHOW: 2020 SPE INTL POLYOLEFIN'S CONFERENCE - 416106 / FEBRUARY 24-25, 2020

COMPANY NAME: 

CONTACT NAME: 

E-MAIL ADDRESS: 

For Assistance, please call (713) 770-6750 to speak with one of our experts.

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

GRAPHICS

To order your graphics, complete this order form and attach your sign copy or electronic file.

Please see artwork guidelines for electronic files on page 2 of this form.

Note: All graphics are subject to a 100% Cancellation Charge.

DIGITAL GRAPHICS

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

- Minimum order per graphic 9 sq. ft. (1296 sq. in.)
- Double sq. ft. for double-sided graphics
- Round sq. ft. to next whole increment
- File conversion, retouching, cloning or color correcting may incur additional labor charges.

(See reverse side for graphic guidelines.)

LARGE DIGITAL GRAPHICS

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

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

Backging Material:
   □ Freeman Foam (Foamcore)  □ Masonite
   □ Freeman PVC (PVC)  □ Plexi
   □ Freeman HD Foam (Gatorfoam)  □ Freeman Honeycomb (Eco-Board)
   □ Freeman Polyfoam (Ultra Board)  □ Other

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

STANDARD SIZES

<table>
<thead>
<tr>
<th>SIZE</th>
<th>QTY</th>
<th>Discount Price</th>
<th>Standard Price</th>
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<td>7&quot; x 22&quot;</td>
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<td>58.20</td>
<td>87.30</td>
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<td>7&quot; x 44&quot;</td>
<td></td>
<td>60.25</td>
<td>90.40</td>
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<td>9&quot; x 44&quot;</td>
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<td>73.15</td>
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<td>14&quot; x 44&quot;</td>
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<td>79.85</td>
<td>119.80</td>
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<td>22&quot; x 28&quot;</td>
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<td>119.50</td>
<td>179.25</td>
<td></td>
</tr>
<tr>
<td>28&quot; x 44&quot;</td>
<td></td>
<td>176.65</td>
<td>265.00</td>
<td></td>
</tr>
<tr>
<td>20&quot; x 60&quot;</td>
<td></td>
<td>214.75</td>
<td>322.15</td>
<td></td>
</tr>
</tbody>
</table>

(white only)

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

INDICATE YOUR SIGN COPY HERE:

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

Vertical

Horizontal

Use Your Judgment For Sign Layout

Background Color:

Lettering Color:

TOTAL COST

Sub-Total   8.25 % Tax = Total Cost
CUSTOMER GUIDELINES FOR SUBMITTING GRAPHICS ARTWORK

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

PLEASE PROVIDE THE FOLLOWING WHEN SUBMITTING ART

RASTER ART (photos, logos containing any continuous tone images):
• Art submitted at 1:1 (100%), resolution should be no less than 60 dpi (100 dpi preferred)
• Art submitted at 2:1 (50%), resolution should be no less than 120 dpi (200 dpi preferred)
• Art submitted at 4:1 (25%), resolution should be no less than 240 dpi (400 dpi preferred)

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

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

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

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

ACCEPTABLE FILE SOFTWARE

We are capable of working with both PC and MAC based software, and can accept art created with the ADOBE Creative Suite - Illustrator, InDesign, and Photoshop
Always provide the following:
• Native files with fonts and links (zipped)
• High-res PDF-X/4 exports of the files

ACCEPTABLE FILE TYPES and SUPPORT FILES

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

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

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

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

WAYS TO SEND ARTWORK

• Files below 10 MB can be delivered via email. Larger files may be posted to Freeman’s FTP site. You may get the password and other needed information from your Freeman service representative in order to post files. However, a hard copy proof and backup of the files on CD-Rom/DVD may be required to be sent via overnight delivery in addition to posting the electronic files. Please call (713) 770-6750 for assistance.
UNION JURISDICTIONS IN HOUSTON

UNION REGULATIONS
To assist you in planning your participation in your Houston show, we are certain you will appreciate knowing in advance that union labor may be required for certain aspects of your exhibit handling. To help you understand the jurisdiction the various unions have, we ask that you read the following:

CARPENTERS LOCAL 551
Currently we have an agreement with the Carpenters Local 551 to provide labor for display installation and dismantling. Full time employees of the exhibiting companies however, may set their own exhibits without assistance from this local. Any local services that may be required beyond what your regular full time employees can provide, must be rendered by Local 551. Labor can be ordered in advance by filling out the Installation & Dismantle Labor section in the Freeman order form, or on show site, at the Freeman Service Desk.

MATERIAL HANDLING
Exhibitors may hand-carry their own materials into the exhibit facility. The use of mechanical equipment, such as pallet jacks, however, is not permitted. Freeman will control access to the loading docks in order to provide for a safe and orderly move-in/move-out.

TIPPING
Freeman requests that exhibitors do not tip our employees. They are paid at an excellent wage scale denoting a professional stature, and we feel that tipping is not necessary. This applies to all Freeman employees. Any request for such should be brought to the attention of a Freeman representative at the Freeman Service Desk or correspondence may be directed to the attention of the General Manager at the local office address.

SAFETY
Standing on chairs, tables or other rental equipment is prohibited. This equipment is not engineered to support your weight. Freeman cannot be responsible for injuries or falls caused by the improper use of this equipment. If assistance is required in assembling your booth, please order labor in the Installation & Dismantle Labor section in the Freeman order form and the necessary ladders and/or tools will be provided.

NOTE:
• If you encounter any difficulty with any laborer, or if you are not satisfied with the work performed, please bring this to the attention of the Show Manager at Freeman. Please refrain from voicing complaints directly to craft personnel.
• The person in charge of your exhibit should carefully inspect and sign all work order forms. If there are any questions about any bills, bring the bill to the appropriate Service Desk and discuss it with the person in charge.
LET US DO THE HEAVY LIFTING

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

Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to www.freeman.com
Freeman installation & dismantling experts work closely with you to coordinate every phase of your trade show participation, including:

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

**ON-SITE SUPERVISION**

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

If You Use Freeman Staff

Exhibits can be set up prior to your arrival under the direction of Freeman I&D supervisors.
## NAME OF SHOW:
2020 SPE INTL POLYOLEFIN’S CONFERENCE - 416106 / FEBRUARY 24-25, 2020

## COMPANY NAME

## CONTACT NAME

## PHONE #:

## E-MAIL ADDRESS

For Assistance, please call 713-770-6750 to speak with one of our experts.

---

### DISPLAY LABOR (One Hour Minimum per Worker)

<table>
<thead>
<tr>
<th>Description</th>
<th>Advance Price</th>
<th>Show Site Price</th>
</tr>
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<tbody>
<tr>
<td>Straight Time- 8:00 A.M. to 4:30 P.M. Monday through Friday</td>
<td>$104.00</td>
<td>$145.50</td>
</tr>
<tr>
<td>Overtime- 6:00 A.M. to 8:00 A.M. and 4:30 P.M. to 12:00 Midnight Monday through Friday</td>
<td>$156.00</td>
<td>$218.50</td>
</tr>
<tr>
<td>Double Time- 12:00 Midnight to 6:00 A.M. and recognized holidays</td>
<td>$208.00</td>
<td>$291.00</td>
</tr>
</tbody>
</table>

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

### INSTALLATION LABOR

- **Freeman Supervised Labor - Please complete the reverse side of this form.**
- **Installation of your exhibit will be completed at our discretion prior to show opening.**
- **The charge for this service is 30% of the total installation labor bill, with a minimum of $45.00.**

#### Emergency contact:

#### Phone Number:

- **Exhibitor Supervised Labor (Supervisor must check in at Service Desk to pick up labor)**

  Supervisor will be:__________________________ Phone Number:__________________________

<table>
<thead>
<tr>
<th>Date</th>
<th>Start Time</th>
<th>No. of People</th>
<th>Approx. Hrs. per Person</th>
<th>Total Hrs.</th>
<th>Hourly Rate</th>
<th>Estimated Total Cost</th>
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| Freeman Supervision (30%/$45.00) | $________ |
| Tax | $________ (N/A) |
| Total Installation | $________ |

### DISMANTLE LABOR

- **Freeman Supervised Labor - Please complete the reverse side of this form.**
- **Freeman is not responsible for product or literature that is not properly packed and labeled by exhibitor.**
- **The charge for this service is 30% of the total dismantle labor bill, with a minimum of $45.00.**

#### Emergency contact:

#### Phone Number:

- **Exhibitor Supervised Labor(Supervisor must check in at Service Desk to pick up labor)**

  Supervisor will be:__________________________ Phone Number:__________________________

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</table>

| Freeman Supervision (30%/$45.00) | $________ |
| Tax | $________ (N/A) |
| Total Dismantle | $________ |
NAME OF SHOW: 2020 SPE INTL POLYOLEFIN'S CONFERENCE - 416106 / FEBRUARY 24-25, 2020
COMPANY NAME: 
CONTACT NAME: 
PHONE#: 

FREEMAN SUPERVISED LABOR
IN ORDER TO BETTER SERVE YOU - PLEASE COMPLETE THE FOLLOWING INFORMATION IF YOUR DISPLAY IS TO BE SET-UP AND/OR DISMANTLED BY FREEMAN I&D AND YOU WILL NOT BE PRESENT TO SUPERVISE THE INSTALLATION AND/OR DISMANTLE.

INBOUND SHIPPING & SET UP INFORMATION
Freight will be shipped to Warehouse ___________ Show Site _________ Date Shipped ______________________________
Total No. of: Crates Cartons Fiber Cases
Setup Plan/Photo: Attached To Be Sent With Exhibit In Crate No. _________________________________
Carpet: With Exhibit Rented From Freeman Color Size
Electrical Placement: Drawing Attached Drawing With Exhibit Drawing With Exhibit Electrical Under Carpet

Comments: ________________________________________________________________________________

Graphics: With Exhibit Shipped Separately
Comments: ________________________________________________________________________________

Special Tools/Hardware Required: ________________________________________________________________

OUTBOUND SHIPPING INFORMATION
SHIP TO: ______________________________________________________________________________________

Select a Carrier:
☐ Freeman Exhibit Transportation: No need to schedule your outbound shipment. Charges will appear on your Freeman invoice.
☐ Other Carrier: Carrier Name: __________________ Carrier Phone: __________________

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

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

Freight Charges:
☐ Same as ship to
Bill To: _____________________________________________________________________________________

Select Shipment Options (if applicable)
☐ Have loading dock ☐ Lift gate required
☐ Inside delivery ☐ Air ride required
☐ Pad wrap required ☐ Residential
☐ Do not stack

In the event your selected carrier fails to show on final move-out day, please select one of the following options:
☐ Re-route via Freeman's choice
☐ Deliver back to the warehouse at exhibitor's expense

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

Page 2 of 2
POPULAR PACKAGES

Flipchart Package $60.00
Includes easel, pad & pens
Self-Adhesive Pad $75.00
Projection Support Package $190.00
Includes room appropriate screen, skirted stand, extension cord and power strip.
Fast Fold Support Package
Includes Fast-fold screen, skirted stand, extension cord and power strip.

6’x10’ Frame Screen $290.00*
7.5’ x 10’ Frame Screen $290.00*
6’9” x 12’ Frame Screen $340.00*
9’ x 12’ Frame Screen $340.00*
10.5’ x 14’ Frame Screen $400.00*
Black Velour Drape (per 10’ panel) $190.00*

60.00

VIDEO/DATA PACKAGES

Value Projection Package $490.00
Includes 3000 lumen LCD projector, tripod screen, wireless presenter
Meeting Room Projection Package $590.00*
Includes 4000 lumen LCD projector, tripod screen, wireless presenter
Ballroom Projection Package $990.00*
Includes 6000 lumen LCD projector, wireless presenter
Flat Screen Package $500.00
Includes 46” Flat Panel Monitor, Stand, cabling
Digital Camcorder Package $400.00
Includes Digital Camcorder, tripod, AC cables

AUDI0 PACKAGES

Wired Microphone Package $175.00
Includes wired microphone, mixer, house sound and podium
Wireless Microphone Package $300.00
Includes wireless microphone, mixer, house sound and podium
Large Sound Support Package $250.00*
Add (2) Speakers to the above packages

LIGHTING PACKAGES

Podium Lighting Package $350.00*
Includes (2) Leko lights, light tree, dimmer, 12 channel controller board
Small Lighting Package $500.00*
Includes (4) Leko lights, (2) light trees, (2) dimmers, 12 channel controller board
LED Up light $60.00

All equipment set ups are subject labor charges and a service charge of 24%. Extensive services that require more than one half hour to complete will be billed at the prevailing rate with a two-hour minimum. Guests who would like to bring their own equipment and require assistance will be billed at the prevailing labor rate with a two hour minimum.

*Additional labor required.

A variety of audio visual products are available for your event. This list represents only a portion of our most popular equipment and services. If you require a technician for setting up your audio visual equipment or operating the equipment during your event, a technician can be provided at the following rates:

LABOR RATES

Mon-Fri 6am-6pm $60.00
Mon-Fri 6pm-12am $90.00
Mon-Sun 12am-6am $120.00
Sat & Sun 6am-12am $90.00
Holidays $120.00

Guests who would like to bring their own projectors will require a Projection Support Package for each meeting room. Specialized operators such as video engineers, audio engineers, and projectionist will be quoted on an individual basis with a five hour minimum.

All cancellations within 24 hours of event are subject to full charges. All rental rates shown are daily rates.

**Due to the COVID-19 pandemic, some rentals may be limited. Please inquire for availability.**
Credit Card Authorization Form

Please complete all areas below. Incomplete requests may be rejected. The information requested below as a form of payment for guest rooms, all event charges as outlined in your contract (Food & Beverage, AV, Miscellaneous, Service Charges and Taxes) and event deposit.

Cardholder Information

Name as it appears on the credit card: _____________________________________________________________

Card type:  ☐ Visa  ☐ MC  ☐ Amex  ☐ Diners/CB  ☐ Discover  ☐ JCB

Account type:  ☐ Individual (personal credit card)

Authorized to Charge:

- ☐ GTD Reservations Only
- ☐ Guest Room/Tax
- ☐ All Guestroom Charges
- ☐ Catering/Banquet Event Charges
- ☐ Event Deposit

*Hotel will call for number*  Exp. date: ____________

Credit Card Account #

Email Address: _____________________________________________________________

(where statement is sent)

Mailing Address: _____________________________________________________________

Phone number: ___________________________ Alternate number: ___________________

Event Information

Name of Event: ______________________________________________________________

Organization Name: ________________________________________________________

Phone Number: ___________________________ Alternate number: ___________________

Event Dates: ___________________________

I certify that all information is complete and accurate. I hereby authorize Hilton Houston North to collect payment for all authorized charges associated with this event by processing a charge to the credit card listed above. I certify that I am the authorized signer of the credit card listed above.

Cardholder name: (Printed) ___________________________________________________________

Cardholder signature: ___________________________ Date: ________________________

HOTEL USE ONLY

Initial Deposit: ___________________________

Estimate for Event: ___________________________

Please send completed form via fax or e-mail to assigned conference service manager.
**Electrical Service Request**

**Services**

120 Volt, AC, 60 Cycle, Single Phase

1. 120 Volt, AC, 60 Cycle, 20 amp, Single Phase electrical service. One (1) duplex outlet will be provided for each 20 amp circuit.

2. All other individually breakered 120 Volt, AC, 60 Cycle, Single Phase electrical service up to 100 amp must be arranged for by special request. User must provide all compatible male/female connections for special requested 120V circuits greater than 20 amp.

208 Volt, AC, 60 Cycle, Single Phase

1. 208 Volt, AC, 60 Cycle, single Phase electrical service in 20 amp circuits. One (1) outlet is provided for each 20 amp circuit.

2. All other individually breakered 208 Volt up to 100 amp must be arranged for by special request. User must provide all compatible male/female connections for special requested 208V circuits greater than 20 amp.

208 Volt, AC, 60 Cycle, Three Phase

208 Volt, AC, 60 Cycle, 100 amp, Three Phase service with bare wire connection to our in-house disconnect. User must provide all other required connections or distributions equipment necessary to meet their needs for three phase service.

**COST SUMMARY**

<table>
<thead>
<tr>
<th>120 Volt, Single phase - 20 amp Circuits</th>
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<tbody>
<tr>
<td>Set up fees:</td>
</tr>
<tr>
<td>Power Fees:</td>
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</table>

<table>
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</table>

<table>
<thead>
<tr>
<th>208 Volt, Three phase - 100 amp Disconnect Pigtail Tie-In</th>
</tr>
</thead>
<tbody>
<tr>
<td>Set up fees:</td>
</tr>
<tr>
<td>Power Fees:</td>
</tr>
</tbody>
</table>

| Band Charge: Flat Rate of $250 for 120 Volts, single phase, 20 amp circuits, not including lighting power | $ |
| DJ Charge: Flat Rate of $75 for 120 Volts, single phase, 20 amp circuits, not including lighting power | $ |
| Late Fees: A late fee of $75 will apply to all late requests associated with groups/conventions | $ |

Sub total $ |
8.25% Tax $ |
Total $ |

Name of Host Conference: ____________________________
Name of Exhibitor/Vendor: ____________________________
Contact Name: ____________________________ Phone: ____________________________ Fax: ____________________________
Address: ____________________________ City: ____________________________ State: ____________________________ Zip: ____________________________
Credit Card Payment: ____________________________ Exp. Date: ____________________________
Service date: ____________________________ Turn off date: ____________________________ Booth Number: ____________________________

Signature: ____________________________ Date: ____________________________

**Terms**

*In order to guarantee prompt service, all requests must be received 7 business days in advance. *$75 late fee if order is placed on premise.
*Only national approved equipment or apparatus will be allowed to connect to electrical service.
*Request form has to be signed in order for service to be rendered with appropriate guaranteed payment.
*The Hilton Houston North is not responsible for any injury, loss or damage that may occur as a result of use of any electrical power, related equipment or services.
*Requesting party must carry appropriate insurance to cover any loss or damage to the Hotel resulted from negligence and defective equipment.

*Please contact sales/catering office for convention service manager assigned over event.

Sales/Catering Department
Interstate Hotels and Resorts/North Houston Properties-
12400 Greenspoint Drive
Houston, TX 77060

Phone: (281) 875-4563
Fax: (281) 875-4596
FOR SALE (circle color choice) | Unit Price | Qty | Total
--- | --- | --- | ---
Potted Mum | Yellow White Lavender | $25.00 |  |  
Reiger Begonia | Pink Yellow Red | 25.00 |  |  
Bromeliad | Red Purple Orange | 40.00 |  |  
Orchid | Purple White | 50.00 |  |  
Fresh Cut Flowers (circle shape & style) |  |  |  
Small - Round or One sided / Traditional or Tropical Flowers | 70.00 |  |  
Large - Round or One sided / Traditional or Tropical Flowers | 90.00 |  |  
Color Preference? |  |  |  

RENTAL
| 3' green plant | 40.00 |  |  
| 4' green plant | 50.00 |  |  
| 5' green plant | 60.00 |  |  
| 6' green plant | 70.00 |  |  
| 8' green plant | 95.00 |  |  
| Fern Large | 35.00 |  |  
| Fern Small | 25.00 |  |  
| Ivy (6" pot) | 25.00 |  |  
| Green plant (6" pot) | 25.00 |  |  

Note: Decorative pots are black.

DISCOUNT PACKAGES (circle color choice)
| Package #1 | Yellow White Lavender | 110.00 |  |  
| Package #2 | Yellow White Lavender | 250.00 |  |  
| Package #3 | Yellow White Lavender | 500.00 |  |  

WHITE LIGHTS for Ficus (additional cost per tree) | 45.00 |  |  

Note: Customer must provide power and extension cords.

BUBBLE BOWL (for business cards) | 25.00 |  |  

NOTE: A 10% fee will be added to all orders placed at the show site.

Sub-total |  
Sales Tax (8.25%) |  
TOTAL |  

PAYMENT POLICY: Please include your payment with order to receive pre-show prices. All orders must be paid in full prior to delivery. Sale items are not refundable. Rental items cancelled after the move-in begins will be refunded at 50% off original price.

COMPANY NAME |  
BILLING ADDRESS |  
CITY |  
STATE |  
ZIP |  
TELEPHONE |  
ORDERED BY |  
CONTACT E-MAIL ADDRESS:  

( ) CHECK ENCLOSED (PAYABLE TO SPENCER FLORABUNDA LTD.)
( ) VISA ( ) MasterCard ( ) AMEX  
CARD #  
EXPIRATION DATE:  
SECURITY CODE:  
PRINT NAME ON CARD  
SIGNATURE  

RENTAL POLICY:
* Rental price includes delivery, pick-up, container, top dressing and service.

* Plants are not intended for use outside.

* All rental items remain the property of Spencer Florabunda Ltd. Missing items will be billed to the customer.

* All prices are for the entire show.

* Call for items not listed.
High-Speed Internet Access
In an effort to continue our commitment of excellence to our guests, we are pleased to offer you High-Speed Internet Access. This service is available to our clients utilizing hotel meeting rooms and sleeping rooms. Please contact your Sales or Catering Manager to obtain more information on this service.

Fees for access in the meeting rooms/Atrium are as follows (Per Day).
- Wired Connections $100.00 Each
- Wireless Connections $10.00 per connection

NAME OF CONFERENCE: _____________________________________________
EXHIBITOR NAME: _____________________________________________
EXHIBIT BOOTH NUMBER: _____________________________________________
DATE SERVICE REQUIRED: _____________________________________________
DATE SERVICE TERMINATION: _____________________________________________
CONTACT INFORMATION: _____________________________________________
ADDRESS: _____________________________________________
PHONE NUMBER: _____________________________________________
FAX NUMBER: _____________________________________________
E-MAIL ADDRESS: _____________________________________________

SIGNATURE: _____________________________________________

In order to guarantee prompt service, all requests must be received 7 business days in advance. Please send completed form via fax or e-mail.
SHIPPING AND RECEIVING

Packages for functions may be delivered to the hotel up to 3 days prior to the event/convention. Arrangements must be made through your Catering/Event Manager for storage. Please note that the hotel storage facilities are extremely limited.

When shipping materials to the hotel, please include the following information on all packages to insure proper delivery and storage:

- Hilton Houston North
  - 12400 Greenspoint Dr
  - Houston, TX 77060
- Guest Name
- Arrival Date/Hold for Arrival date
- Group Affiliation
- Hotel Contact Name (Conference Service Manager/Catering Manager)

Our Package Room (Shipping & Receiving Department) provides storage, pick-up and transfer of materials (less than 100 lbs.) from any internal location within our hotel. All shipment items received by the hotel incur a standard per-piece handling charge.

- No COD packages will be accepted.
- $5.00 per package charge per additional inbound packages.
- Pallet charges per pallet $50.00. Pallet may consist of mixed size boxes provided they do not exceed 5 feet in height and must be wrapped in shrink wrap.
- Storage fees for pallets that arrive to the hotel prior to 3 days to their scheduled event will be charged a $25.00 per day storage fee.
- Outbound package pricing will be no charge for packages that have been properly prepared and completely ready for shipment using the shippers own billing label.

SHIPPING TIPS

- Multiple packages within a single shipment should be numbered in sequence (e.g. 1 of 3, 2 of 3, 3 of 3)
- Heavy boxes should be identified so that staff (either yours or ours) can avoid injury while lifting them.
- Exhibitors are required to ship freight to the designated drayage company, which will deliver boxes to the appropriate exhibit booth.
FIRE REGULATIONS – CITY OF HOUSTON

REF. CODE: 17.26029@
FOLLOWING IS THE WHOLE CODE
Sec. 17-26.29. Comply with the following requirements to install, operate or maintain any display, concession, exhibit, show or ride in any building or area for purposes of public entertainment, information and/or merchandising purposes:

1. All tents, awnings, curtains, drapes, and decorations, either interior or exterior, must be constructed of flameproof material, or treated with an approved flameproofing solution. (Treatment shall be renewed as often as may be necessary to maintain the flame proofing effect.)

2. All exits, hallways and aisles leading from buildings and/or tents are to be kept clear and unobstructed at all times.

3. No exit door shall be locked, bolted or otherwise fastened or obstructed when the building is occupied.

4. All sawdust and shavings shall be kept damp at all times.

5. Automobiles, trucks, tractors, machinery and other motor vehicles utilizing flammable fuels, which are placed on display inside any building, shall have no more than two (2) gallons of fuel in the tank; and all fuel tanks shall be locked or effectively sealed and battery cables shall be disconnected from the ignition system. Ignition keys for vehicles on display shall be kept by a responsible person at the display location for removal of such vehicles from the building in the event of emergency.

6. The use of liquified petroleum gases in buildings, tents, or areas used for exhibition purposes is strictly prohibited except that use of such gases for demonstration purposes shall be by special permit from the Fire Marshal in accordance with provisions of Article X of this code.

7. “No Smoking by Order of the Fire Marshal” signs shall be posted and maintained in areas designated by the Fire Marshal in accordance with Article XX. Sec. 20-7 of this code.

8. Trash and rubbish, grease, etc., shall be removed from buildings, tents and areas at least once each day.

9. All electrical wiring shall be installed in a manner approved by the City Electrical Inspector.

10. Approved fire extinguishing equipment shall be provided and maintained in all areas as designated by the Fire Marshal.

11. All standpipe and hose cabinets shall be kept clear and unobstructed at all times.

12. The use of welding and cutting equipment for demonstration purposes shall be approved by the Fire Marshal.

(over)
13. The demonstration of equipment using liquid fuel in buildings is prohibited, except as prescribed in Article XX of this code.

14. There shall be no obstructions blocking exit doors from the outside of any building, such as autos parked in doorways, or barricades across the sidewalks.

15. Where smoking is permitted, there shall be provided on each table and at other convenient places suitable noncombustible ashtrays or match receptacles. It shall be an offense for any person to smoke or to carry lighted tobacco in areas within buildings where a trade show is being set up or torn down except in specific areas designated by the Fire Marshal or his representative for smoking tobacco.

16. Each exhibitor shall provide an approved metal container with metal cover for daily accumulation of waste material.

17. All griddles and cook stoves shall be installed at a reasonable and safe distance from all combustible materials and be protected by metal and asbestos protectors.

18. The use of all gas fired heating units, either portable or stationary, shall meet the approval of the City Plumbing Inspector and/or the Fire Marshal. The use of the so-called “Salamander” stove is strictly prohibited.

19. All cooking appliances shall be equipped with ventilating hoods and equipment as deemed necessary by the Fire Marshal, but in any instance such equipment shall be installed in accordance with provisions of the city building and fire codes.

20. All flammable liquids used in any exhibit area shall be stored in an approved underground tank and/or special approved storage room, and dispensed from an approved pump into a vehicle tank or underwriter’s laboratories labeled safety can, in compliance with the fire code.

21. No curtains, drapes, or decorations shall be hung in such a manner, as to cover any exit signs.

22. No vehicles shall be parked in fire lanes outside of buildings.

23. No flammable liquids shall be used or admitted inside of buildings except by approval of the Fire Marshal.

24. Artificial lighting such as lanterns and candles are prohibited, except when approved by the Fire Marshal’s office.

25. No smokeless powder allowed unless authorized by Fire Marshal. Refer to Section 11.8 of the Houston Fire Code.