

The logo for Brede Exposition Services features the word "Brede" in a large, bold, white font with a blue outline. To its right, the words "EXPOSITION SERVICES" are written in a smaller, white, sans-serif font. The background of the top of the page is a blue-tinted photograph of a busy trade show floor with various booths and signs.

Brede

EXPOSITION SERVICES

Goodwill Industries International, Inc. 2016 Tradeshow

Hyatt Regency Minneapolis - Nicollet A 1-3

Minneapolis, MN

August 8-9, 2016

Dear Exhibitor:

Brede Exposition Services is pleased to have been selected as the Official Service Contractor for the upcoming **Goodwill Industries International, Inc. 2016 Tradeshow**. We recognize that your participation in this event is a vital part of your firm's marketing program, and we want to do everything possible to make it profitable and rewarding for you.

Included in this service manual are forms for ordering various services and equipment. The Brede forms are to be returned to our office, the others to the specific contractors who are providing the services. Please review, complete, and submit your order forms as early as possible to take advantage of our discount pricing.

Please refer to the enclosed *Show Details* page for vital facts and information about this event. If you have any additional questions about Brede's services, please do not hesitate to call or email Brede's Goodwill Industries International, Inc. 2016 Tradeshow Customer Service Representative at sharon.sandvik@brede.com.

A Brede Service Desk will be maintained in the exhibit area during exhibitor move-in to answer any questions that arise and to assist with any last minute requirements.

We look forward to working with you and your company toward a successful show.

Thank you.

The Brede logo consists of the word "Brede" in a bold, blue, sans-serif font.

Brede



Goodwill Industries International, Inc. 2016 Tradeshow

Hyatt Regency Minneapolis - Nicollet A 1-3
Minneapolis, MN
August 8-9, 2016

EXPOSITION SERVICES

Brede Customer Service

- 612.378.6522 Fax 612.331.8380 e-mail: sharon.sandvik@brede.com
- Office Hours: 8:00 AM - 4:30 PM (central time)
- No telephone orders accepted; please complete and submit your order and credit card information to Brede.

Show Management

- Goodwill Industries International Events & Sponsorships
- Naomi Iheme, Senior Vendor Relations Specialist
- naomi.iheme@goodwill.org Marketplace@goodwill.org GIIEvents@goodwill.org

Booths

Each 8' x 10' booth includes:

- 8' high back drape
- 3' high side drape
- (1) 6' x 30" draped table
- (2) side chairs
- (1) waste basket
- (1) one-line booth ID sign with booth number

Drape Colors: Blue

Aisle Carpet Color: Venue is carpeted

The exhibit hall is carpeted. Exhibitors may choose to rent carpet through Brede Exposition Services using the *Carpet Order* form.

Material Handling

Advance to Warehouse

Late to warehouse charges apply after: **August 1, 2016**

TO: Exhibiting Company Name and Booth #
 FOR: Goodwill Industries International, Inc. 2016 Tradeshow
 Brede Exposition Services
 c/o YRC Freight
 12400 Dupont Avenue South
 Burnsville, MN 55337

Direct to Show Site **Strongly Discouraged**

Do not deliver prior to: **August 7, 2016**

TO: Exhibiting Company Name and Booth #
 FOR: Goodwill Industries International, Inc. 2016 Tradeshow
 Brede Exposition Services
 Hyatt Regency Minneapolis - Nicollet A 1-3
 1300 Nicollet Avenue
 Minneapolis, MN 55403

Exhibitor Schedule

Exhibitor Move-in:	Sunday	August 7, 2016	2:00 PM	—	6:00 PM
Show Hours:	Monday	August 8, 2016	12:00 PM	—	2:30 PM
	Tuesday	August 9, 2016	12:00 PM	—	2:30 PM
Exhibitor Move-out:	Tuesday	August 9, 2016	3:00 PM	—	6:00 PM

- Drivers for all carriers must be checked in at the Brede Service Desk for pick-up of freight by: **4:00 PM on Tuesday, August 9, 2016.**

Utilities & Services

- For booth utilities and additional booth services, please contact the individual suppliers using the enclosed order forms.



[Find more on Brede.com](http://www.brede.com)



phone 612.331.4540

fax 612.331.8380

e-mail sharon.sandvik@brede.com



Information Form Please make your show site representative aware of the following policies.

Important Deadlines

- Take advantage of advance order discount pricing! Orders must be received with payment in full no later than the following dates. Orders received with payment in full after discount deadline dates will be invoiced at "standard floor" pricing.

Carpet and furnishings rentals	July 25, 2016
Custom exhibits rentals	July 25, 2016
Labor orders	July 25, 2016

- Freight received at the warehouse after the deadline will incur an additional charge.

Advance shipments to warehouse to arrive by:	August 1, 2016
Shipments to show site to arrive no sooner than:	August 7, 2016

Payment Policies

- Orders received without full payment or credit card information will not be processed.
- A credit card on file is required when using Brede Exposition Services.
- All charges must be paid prior to close of show.
- For your convenience, we accept the following methods of payment: cash; checks and money orders drawn on U.S. banks in U.S. funds; and credit cards including VISA, MasterCard and American Express.
- Purchase Orders are not considered payment; therefore, a check or credit card is required.

Cancellations & Adjustments

- Cancellations are invoiced at 50% of original price, unless otherwise noted on order form.
- No adjustments will be made after close of the show.

Tax Exemption

- If tax exempt, a copy of your tax exempt certificate must accompany your order. This is not a resale certificate.
- No adjustments for tax exempt status will be made after close of the show.

Third Party Payment Billing

- The exhibiting company is ultimately responsible for the payment of all charges. If no arrangements are made for payment of invoice(s) by the third party prior to the last day of the show, charges will revert back to the exhibitor.

Miscellaneous

- Rental items not ordered, yet found in booths, are invoiced at "Standard Floor" pricing.
- All prices are in U.S. dollars (\$).
- All rental items are subject to applicable taxes.
- All rental items remain the property of Brede Exposition Services.

Payment & Pricing Policies



[Find more on Brede.com](http://Brede.com)



phone 612.331.4540

fax 612.331.8380

e-mail sharon.sandvik@brede.com



Required Form

*This form must accompany any completed order form(s) submitted to Brede.
 Payment Method must be completed to process orders.
 Orders received without full payment or credit card information will not be processed.*

Advance Order Discount Deadline: July 25, 2016

Order Summary

Carpet	\$	_____
Tables & Accessories	\$	_____
Perfboard	\$	_____
Brede Rental Exhibits	\$	_____
Exhibit Plus Rentals	\$	_____
Material Handling	\$	_____
Labor	\$	_____
Booth Cleaning	\$	_____
Graphics	\$	_____
Total Due	\$	_____

Payment Method

- For your convenience, we accept cash, checks and money orders drawn on U.S. banks in U.S. funds, VISA, MasterCard and American Express.
- Purchase Orders are not considered payment.
- All charges must be paid prior to close of show.
- Orders received without full payment or credit card information will not be processed.
- A credit card on file is required when using Brede Exposition Services.

Third Party Payer

MN Tax Exempt
include ST3 Form

Our Federal ID #
41-0163660

Pay By Credit Card

- Please complete the *Credit Card Authorization* form and submit with your order.

Pay By Check or Money Order Payable to Brede Exposition Services

- International checks must be drawn on a U.S. bank, U.S. funds account only—processing fee of \$30.00.
- Please include **Goodwill Industries International, Inc. 2016 Tradeshow** and booth number on all payments.

Check Number _____ Dated _____ Amount _____

Exhibiting Company

Company: _____ Contact: _____
 Address: _____ City, State, Zip: _____
 Phone: _____ Fax: _____ Email: _____

Booth Number

COMPLETE and SUBMIT this form:

by mail Brede Exposition Services | 2211 Broadway St. NE | Minneapolis, MN 55413 | USA *by fax* 612.331.8380



Required Form

This form must accompany any completed order form(s) submitted to Brede. A credit card must be on file prior to the delivery of any goods or services. Orders received without full payment or credit card information will not be processed.

Terms

- All charges must be paid prior to close of show.
- Orders received without full payment or credit card information will not be processed.
- A credit card on file is required when using Brede Exposition Services.
- Submitting credit card information and signature indicates agreement with the terms below.

Credit Card

I authorize Brede Exposition Services to charge any additional amounts incurred by me or my show representative, including material handling and/or labor charges. If credit card is declined, Standard Floor pricing prevails and a \$30.00 service charge will be added.

Third Party Payer

Cardholder's name (please print): _____

Cardholder's Signature: _____

Cardholder's Billing Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

Email: _____

VISA	MC	AMEX																									
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EXP							
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Exhibiting Company _____

Booth Number

COMPLETE and SUBMIT this form:

by mail Brede Exposition Services | 2211 Broadway St. NE | Minneapolis, MN 55413 | USA by fax 612.331.8380



Order Form

Submit this form if you wish to rent carpet, visqueen, or padding from Brede.

Enter the Carpet Total below on Order Summary / Payment form.

Orders received without full payment or credit card information will not be processed.

Advance Order Discount Deadline: July 25, 2016



Find more on Brede.com

Standard Carpeting

Select from Standard Colors (if no color is selected, show colors will prevail.)

Black

Blue

Red

Grey

Pepper

Forest Green

Venue is carpeted.

Table with columns: Qty, Size, Advance, Standard, Subtotal. Rows include 10' Carpet, 20' Carpet, 30' Carpet, 40' Carpet, and Full Coverage with calculations for sq. ft. and price per sq. ft.

- Standard carpets ordered in multiples of 2 or more do not include seaming and exact color match is not guaranteed.

Options

Table for options: Carpet Padding and Visqueen, including quantity, size, and price per sq. ft.

Plush Custom Carpeting

Select from Custom Colors

Charcoal

White

Blue Mist

Jade

Grey Pearl

French Beige

Red

Emerald

Black

Colony Blue

Table for Full Coverage custom carpeting with price per sq. ft.

- Includes poly covering for protection. To guarantee availability, orders must be received 30 days prior to show move-in. Cancelled orders for custom carpet will be charged 100%.

Important Notes

- Orders cancelled prior to move-in will be charged 50% of the original price. Orders cancelled after move-in begins will be charged 100% of the original price. A credit card on file is required when using Brede Exposition Services. All charges must be paid prior to close of show.

Calculate

Summary table: Subtotal, 7.775% MN Tax, Carpet Total.

- Transfer this total to the Order Summary / Payment form. Payment Method must be completed to process orders. Orders received without full payment or credit card will not be processed.

Exhibiting Company _____

Booth Number input field

COMPLETE and SUBMIT this form:

by mail Brede Exposition Services | 2211 Broadway St. NE | Minneapolis, MN 55413 | USA by fax 612.331.8380



Order Form

Submit this form if you wish to rent tables, risers or furnishings from Brede.
 Enter the Table & Accessories Total below on Order Summary / Payment form.
 Orders received without full payment or credit card information will not be processed.

Advance Order Discount Deadline: July 25, 2016



[Find more on Brede.com](http://Brede.com)

Tables

Qty	Item	Advance	Standard	Subtotal
30" High Display Tables (includes white vinyl top, 3 sided drape)				
_____	4' x 2' draped table	\$ 120.00	\$ 156.25	\$ _____
_____	6' x 2' draped table	\$ 136.25	\$ 177.00	\$ _____
_____	8' x 2' draped table	\$ 154.75	\$ 201.00	\$ _____
_____	4th side drape	\$ 59.50	\$ 77.50	\$ _____
_____	4' x 2' undraped table	\$ 52.75	\$ 68.50	\$ _____
_____	6' x 2' undraped table	\$ 56.25	\$ 73.00	\$ _____
_____	8' x 2' undraped table	\$ 60.25	\$ 78.50	\$ _____
42" High Display Tables (includes white vinyl top, 3 sided drape)				
_____	4' x 2' draped table	\$ 132.00	\$ 171.75	\$ _____
_____	6' x 2' draped table	\$ 147.25	\$ 191.25	\$ _____
_____	8' x 2' draped table	\$ 163.00	\$ 212.00	\$ _____
_____	4th side drape	\$ 59.50	\$ 77.50	\$ _____
_____	4' x 2' undraped table	\$ 56.75	\$ 73.75	\$ _____
_____	6' x 2' undraped table	\$ 61.25	\$ 79.75	\$ _____
_____	8' x 2' undraped table	\$ 66.00	\$ 85.75	\$ _____
12" Tabletop Risers (includes white vinyl top)				
_____	4' x 12" draped riser	\$ 60.75	\$ 79.00	\$ _____
_____	6' x 12" draped riser	\$ 69.50	\$ 90.25	\$ _____
_____	8' x 12" draped riser	\$ 103.50	\$ 134.50	\$ _____

Accessories

Qty	Item	Advance	Standard	Subtotal
_____	Padded Side Chair - Grey	\$ 59.50	\$ 77.50	\$ _____
_____	Padded Arm Chair - Grey	\$ 70.75	\$ 92.00	\$ _____
_____	Upholstered Arm Chair - Grey	\$ 101.75	\$ 132.25	\$ _____
_____	Counter Stool with Back	\$ 109.75	\$ 142.75	\$ _____
_____	30" Pedestal Table-30" d	\$ 105.00	\$ 136.50	\$ _____
_____	42" Pedestal Table-30" d	\$ 121.75	\$ 158.25	\$ _____
_____	Coffee Table - 2' x 3'	\$ 74.25	\$ 96.75	\$ _____
_____	Waste basket	\$ 27.50	\$ 35.75	\$ _____
_____	Floor Easel	\$ 43.25	\$ 56.00	\$ _____
_____	Sign Stand 22" x 28"	\$ 94.00	\$ 122.25	\$ _____
_____	Coat Tree	\$ 40.50	\$ 52.75	\$ _____
_____	Bag Rack	\$ 62.50	\$ 81.00	\$ _____
_____	Waterfall Rack	\$ 99.25	\$ 129.00	\$ _____
_____	2' x 8' Gridwall	\$ 64.50	\$ 83.75	\$ _____
_____	Tackboard 8'x4' (horizontal only)	\$ 148.50	\$ 193.00	\$ _____
_____	Perfboard 8' x 4'			
_____	<input type="checkbox"/> horizontal <input type="checkbox"/> vertical	\$ 148.50	\$ 193.00	\$ _____
_____	Showcase	\$ 368.75	\$ 479.25	\$ _____
_____	3' high drapery (per ft)	\$ 18.75	\$ 24.25	\$ _____
_____	8' high drapery (per ft)	\$ 21.25	\$ 27.75	\$ _____

Select Drape Color (if no color is selected, show colors will prevail.)

- | | | | | | | |
|--------------------------------|--------------------------------------|--------------------------------|---------------------------------|-----------------------------------|---------------------------------------|--------------------------------|
| <input type="checkbox"/> Beige | <input type="checkbox"/> Black | <input type="checkbox"/> Blue | <input type="checkbox"/> Brown | <input type="checkbox"/> Burgundy | <input type="checkbox"/> Forest Green | <input type="checkbox"/> Gold |
| <input type="checkbox"/> Grey | <input type="checkbox"/> Light Green | <input type="checkbox"/> Mauve | <input type="checkbox"/> Orange | <input type="checkbox"/> Red | <input type="checkbox"/> Teal | <input type="checkbox"/> White |

Important Notes

- Orders cancelled prior to move-in will be charged 50% of the original price.
- Orders cancelled after move-in begins will be charged 100% of the original price.
- A credit card on file is required when using Brede Exposition Services.
- All charges must be paid prior to close of show.

Calculate

Subtotal \$ _____
 7.775% MN Tax \$ _____
Table Total \$ _____

- Transfer this total to the Order Summary / Payment form.
- Payment Method must be completed to process orders.
- Orders received without full payment or credit card will not be processed.

Booth Number _____

Exhibiting Company _____

COMPLETE and SUBMIT this form:

by mail Brede Exposition Services | 2211 Broadway St. NE | Minneapolis, MN 55413 | USA by fax 612.331.8380

Tables & Accessories



Order Form

Submit this form if you wish to enhance your exhibit by renting additional display items.
 Enter the Perfboard Total below on Order Summary / Payment form.

Advance Order Discount Deadline: July 25, 2016

Perfboard	Qty	Item	Advance	Standard	Subtotal
		4' x 4' Perfboard Display	\$ 122.50	\$ 159.25	\$
		<input type="checkbox"/> For display on a 30" high table			
		<input type="checkbox"/> For display on a 42" high table			
		4' x 8' Horizontal Perfboard Display	\$ 148.50	\$ 193.00	\$
		<input type="checkbox"/> For display on a 30" high table			
		<input type="checkbox"/> For display on a 42" high table			
		4' x 8' Vertical Perfboard Display	\$ 148.50	\$ 193.00	\$
		8' X 8' Perfboard Display	\$ 320.00	\$ 416.00	\$
		2' x 8' Perfboard Side Wings	\$ 101.75	\$ 132.25	\$
		8" Deep x 4' Long Shelving	\$ 24.00	\$ 31.00	\$

Important Notes

- Orders cancelled prior to move-in will be charged 50% of the original price.
- Orders cancelled after move-in begins will be charged 100% of the original price.
- A credit card on file is required when using Brede Exposition Services.
- All charges must be paid prior to close of show.

Calculate

Subtotal \$ _____
 7.775% MN Tax \$ _____
Perfboard Total \$ _____

- Transfer this total to the *Order Summary / Payment* form.
- Payment Method must be completed to process orders.
- Orders received without full payment or credit card will not be processed.

Exhibiting Company _____

Booth Number

COMPLETE and SUBMIT this form:

by mail Brede Exposition Services | 2211 Broadway St. NE | Minneapolis, MN 55413 | USA by fax 612.331.8380

Perfboard Rentals

Brede



Order Form

Submit this form if you wish to rent a hardwall exhibit from Brede.
 Please contact Brede if you would like to inquire about our Custom Rental Exhibits.
 Enter the Rental Exhibits Total below on Order Summary / Payment form.
 Orders received without full payment or credit card information will not be processed.

Advance Order Discount Deadline: July 25, 2016



Plan A: 10' N-Line Option Includes:

• Hardwall Panels • Carpet • (1) side chair • (1) counter • (2) shelves • Header • Labor to Install & Dismantle

Qty	Item	Advance	Standard	Subtotal
_____	White Hardwall Panels	\$ 2,466.75	\$ 3,206.75	\$ _____
_____	Color Hardwall Panels	\$ 2,811.50	\$ 3,654.75	\$ _____
_____	Velcro Compatible Panels	\$ 2,970.50	\$ 3,861.75	\$ _____



Plan B: 20' N-Line Option Includes:

• Hardwall Panels • Carpet • (2) side chair • (1) counter • (4) shelves • Header • Labor to Install & Dismantle

Qty	Item	Advance	Standard	Subtotal
_____	White Hardwall Panels	\$ 4,588.50	\$ 5,965.00	\$ _____
_____	Color Hardwall Panels	\$ 5,278.00	\$ 6,861.50	\$ _____
_____	Velcro Compatible Panels	\$ 5,676.00	\$ 7,378.75	\$ _____

Color Options:

Select Panel Color (Hardwall Color/Velcro Panels) Black Blue Grey
 Select Carpet Color: Black Blue Red Grey Pepper Forest Green

Header Copy:

Header Copy ~ One line with block letters: _____
 (Please print clearly. Logos, color, & special lettering available at an additional cost. Call for quote.)

Additional Options

Qty	Item	Advance	Standard	Subtotal
_____	Standard Counter 18"x39"x40"	\$ 196.25	\$ 255.25	\$ _____
_____	Adjustable Shelves	\$ 39.00	\$ 50.75	\$ _____
_____	Spot Lights (use w/ rental only)	\$ 60.75	\$ 79.00	\$ _____

Additional booth furnishings can be found throughout manual. Look for upgraded carpet, carpet pad, graphics, chairs, etc.



Why Choose Custom?
 Every exhibitor wishes to present a strong positive image of their company. What better way to do this than with a personalized exhibit?



Important Notes

- Electricity is not included with rental.
- Cancelled orders will be charged 100% of the original price.
- A credit card on file is required when using Brede Exposition Services.
- All charges must be paid prior to close of show.

Calculate

Subtotal \$ _____
 7.775% MN Tax \$ _____
Est. Total \$ _____
 • Transfer this total to the Order Summary / Payment form.
 • Payment Method must be completed to process orders.
 • Orders received without full payment will not be processed.

Exhibiting Company _____

Booth Number

COMPLETE and SUBMIT this form:

by mail Brede Exposition Services | 2211 Broadway St. NE | Minneapolis, MN 55413 | USA by fax 612.331.8380

Brede

EXHIBITS
Plus



A



B



C



D



E



F

2211 Broadway St. N.E.
Minneapolis, MN 55413
Phone: 612-378-6570
Fax: 612-378-6577
www.bredeexhibitsplus.com



G



H



I



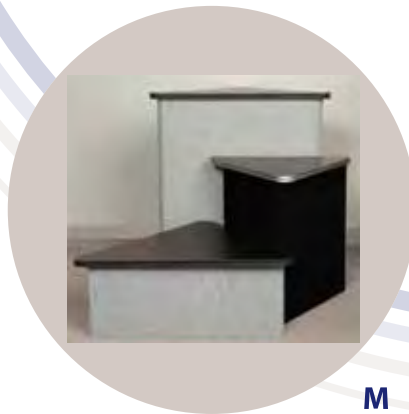
J



K



L



M

modular

- A FS Table-top, 7' wide x 4' high
- B HP-20 Unit, 20' wide x 8' high
- C S-10 Unit, 10' wide x 8' high
- D Gridwall, 10' wide x 8' high
- E PS-1 Unit, 10' wide x 8' high
- F Exposure, 10' wide x 8' high
- G Bay Unit, 10' wide x 8' high
- H HP-1 Unit, 10' wide x 8' high
- I VP-1 Unit, 10' wide x 8' high
- J FS - 3 panel Folding Stackable 7' wide x 7' high
- K Black Triangular Tower, 7' high, panels 27 1/2" wide
- L Modular Tables - see order form for available sizes
- M Triangular Tiered Pedestals
 - M-1 36" high
 - M-2 24" high
 - M-3 12" high

2211 Broadway St. N.E.
 Minneapolis, MN 55413
 Phone: 612-378-6570
 Fax: 612-378-6577
www.bredeexhibitsplus.com



Order Form

Submit this form if you wish to rent a modular unit from Brede.
 Enter the Modular Unit Total below on Order Summary / Payment form.
 Orders received without full payment or credit card information will not be processed.

Advance Order Discount Deadline: July 25, 2016

Qty	Description	Advance	Standard	TOTAL
	FS Table-Top with header panel & 2 lights			
A	Panel: 7' wide x 3' high / Header Panel: 7' wide x 4' high	\$ 406.00	\$ 468.00	\$
B	HP-20 Unit with lights and tables: 20' wide x 8' high	\$ 2,500.00	\$ 2,812.00	\$
C	S-10 with 6' backlit header panel: 10' wide x 8' high	\$ 700.00	\$ 875.00	\$
D	Gridwall: 10' wide x 8' high	\$ 825.00	\$ 975.00	\$
E	PS-1 Unit: 10' wide x 8' high	\$ 725.00	\$ 906.00	\$
F	Abex Unit-Curved display with lights: 10' wide x 8' high	\$ 815.00	\$ 975.00	\$
	Full Lexan Sign: 14.5" x 148.5" / Image Area: 117.5"	\$ 386.00	\$ 478.00	\$
G	Bay Unit with lights: 10' wide x 8' high	\$ 850.00	\$ 965.00	\$
H	HP-1 Unit with lights: 10' wide x 8' high	\$ 800.00	\$ 935.00	\$
I	VP-1 Unit with lights: 10' wide x 8' high	\$ 825.00	\$ 975.00	\$
	Sintra Sign for VP-1 Unit: 12" x 48"	\$ 145.00	\$ 187.00	\$
J	FS-3 Panel Folding Stackables: 7' wide x 7' high	\$ 569.00	\$ 640.00	\$
	Sign with Company Name: 12" x 28"	\$ 92.00	\$ 119.50	\$
	End Panel: 27.5" wide / Header Panel: 12" high / Middle Panel: 28" wide			
K	Black Triangular Tower: 27.5" wide x 7' high	\$ 546.00	\$ 639.00	\$
	Modular Tables			
L	<input type="checkbox"/> Rectangular 3' wide x 3' high x 20" <input type="checkbox"/> Trapezoidal: 4' wide x 3' high x 20"	\$ 156.00	\$ 193.25	\$
	1 shelf & sliding door option	\$ 265.00	\$ 321.00	\$
M-1	Triangular Tiered Pedestals: 28" wide x 36" high	\$ 150.00	\$ 193.00	\$
M-2	Triangular Tiered Pedestals: 21" wide x 24" high	\$ 135.00	\$ 173.00	\$
M-3	Triangular Tiered Pedestals: 28" wide x 12" high	\$ 98.00	\$ 126.00	\$
	Velcro Panel 4' x 8': <input type="checkbox"/> Horizontal <input type="checkbox"/> Vertical	\$ 125.00	\$ 157.00	\$
	10' deep shelf with brackets	\$ 27.00	\$ 35.00	\$
	Brochure holder with Velcro: <input type="checkbox"/> 9" x 11" <input type="checkbox"/> 4" x 7"	\$ 18.50	\$ 24.00	\$
	15' roll Velcro	\$ 67.00	\$ 87.00	\$

Important Notes

- Electricity is not included with rental.
- Cancelled orders will be charged 100% of the original price.
- A credit card on file is required when using Brede Exposition Services.
- All charges must be paid prior to close of show.
- Orders received less than 14 days prior to move-in are subject to availability.

Calculate

Subtotal	\$	_____
7.775% MN Tax	\$	_____
Est. Total	\$	_____

- Transfer this total to the *Order Summary / Payment* form.
- Payment Method must be completed to process orders.
- Orders received without full payment or credit card will not be processed.

Exhibiting Company _____

Booth Number

COMPLETE and SUBMIT this form: Please call Colleen Brandt with questions at 612.378.6570
 by mail Brede Exposition Services | 2211 Broadway St. NE | Minneapolis, MN 55413 | USA by fax 612.331.8380

Exhibits Plus Modular Units

Brede

EXHIBITS
Plus



A



B



C



D



E



F

2211 Broadway St. N.E.
Minneapolis, MN 55413
Phone: 612-378-6570
Fax: 612-378-6577
www.bredeexhibitsplus.com



G



I



K



H



J

furniture

A SERIES

- A-1 Mesh back task chair, black fabric seat, black mesh back
- A-2 Black round table, 36" diameter, 30" high
- A-3 Sled base guest chair, black frame, black fabric seat

B SERIES

- B-1 Conference table, X-base, cherry wood, 48" diameter
- B-2 Tulip chair, navy blue, 22.5" w x 25" d x 32.5" h
- B-3 Small cube, grey, 24" w x 24" d x 21" h
- B-4 Tall pedestal, grey, 12" w x 12" d x 36" h

C SERIES

- C-1 Chair, medium blue, small print, 32" d x 32.5" w x 29.5" h
- C-2 Loveseat, medium blue, small print, 32" d x 56.5" w x 29.5" h
- C-3 Sofa, medium blue, small print, 32" d x 80.5" w x 29.5" h
- C-4 Cylinder, solid grey, 30" diameter x 21" high

D SERIES

- D-1 Task chair, black, 20.5" w x 18.25" d x 36" h
- D-2 Two-way clothing rack
- D-3 Designer stool, black, 20.5" w x 18.25" d x 45" h
- D-4 Director chair, black canvas natural wood, 23" w x 16" d x 36" h
- D-5 Director stool, black canvas natural wood, 23" w x 16" d x 48" h

E SERIES

- E-1 Conference chair, black, 23" w x 24" d x 36" h
- E-2A Boatshape conference table, cherry wood, 36" w x 72" d x 29" h
- E-2B Boatshape conference table, cherry wood, 36" w x 96" d x 29" h
- E-3 Black podium, 44" h x 30" w x 18" d

F SERIES

- F-1A Double pedestal desk, cherry wood, 30" x 60"
- F-1B Double pedestal desk, cherry wood, 36" x 71"
- F-2 Storage credenza, cherry wood, 21" x 71"
- F-3 Bookcase, 6-shelf, cherry wood, 71" h x 32.5" w x 14" d
- F-4 High back executive chair, black leather, 24" d x 25" w x 36" h
- F-5 Guest Chair, black fabric, 24" d x 23" w x 35" h

G SERIES

- G-1A 48" round conference table, cherry wood laminate, black base
- G-1B 42" round conference table, cherry wood laminate, black base
- G-1C 36" round conference table, cherry wood laminate, black base
- G-2 Leather side chair, black, 27.5" d x 24" w x 35" h
- G-3 Pedestal, black, 20" w x 20" d x 48" h
- G-4 Small black pedestal with brass trim, 14.5" w x 14.5" d x 30" h

H SERIES

- H-1 Black leather club chair, 33" w x 32" d x 33" h
- H-2 Black leather loveseat, 56" w x 32" d x 33" h
- H-3 Black leather sofa, 79" w x 32" d x 33" h

I SERIES

- I-1 Lounge chair, burgundy/mahogany, 33" w x 32" d x 32" h
- I-2 Love seat, burgundy/mahogany, 54" w x 32" d x 32" h
- I-3 Sofa, burgundy/mahogany, 75" w x 32" d x 32" h
- I-4 End table, mahogany, 24" w x 24" d x 20" h
- I-5 Coffee table, mahogany, 48" w x 20" d x 16" h

J SERIES

- J-1 41.75" h x 30" diameter, black base, black laminate top
- J-2 Bar stools, 20" w x 20" d x 30.5" h

K SERIES

- K-1 Black literature rack, 59" h x 18" w
- K-2 Plex literature rack, 53" h x 10" w
- K-3 Black Jazz literature rack, 54" h x 13" w

2211 Broadway St. N.E.
 Minneapolis, MN 55413
 Phone: 612-378-6570
 Fax: 612-378-6577
www.bredeexhibitsplus.com



Goodwill Industries International, Inc. 2016 Tradeshow
 Hyatt Regency Minneapolis - Nicollet A 1-3
 Minneapolis, MN
 August 8-9, 2016



Order Form

Submit this form if you wish to rent a custom furniture from Brede.
 Please contact Brede if you would like to inquire about our Custom Furniture.
 Enter the Custom Furniture Total below on Order Summary / Payment form.
 Orders received without full payment or credit card information will not be processed.

Advance Order Discount Deadline: July 25, 2016

Qty	Description	Advance	Standard	Subtotal
A-1	Mesh back task chair: Black	\$ 99.00	\$ 124.00	\$ _____
A-2	Black round table: 36"D x 30"H	\$ 96.00	\$ 119.00	\$ _____
A-3	Sled base guest chair	\$ 70.00	\$ 88.00	\$ _____
B-1	Conf. table-X base-cherry wood-48"D	\$ 138.00	\$ 173.00	\$ _____
B-2	Tulip chair-navy blue	\$ 143.00	\$ 179.00	\$ _____
B-3	Small cube: 24"W x 24"D x 21"H	\$ 82.00	\$ 103.00	\$ _____
B-4	Tall pedestal: 12"W x 12"D x 36"H	\$ 85.50	\$ 107.00	\$ _____
C-1	Chair-medium blue-small print	\$ 142.00	\$ 178.00	\$ _____
C-2	Loveseat-medium blue-small print	\$ 229.00	\$ 286.00	\$ _____
C-3	Sofa-medium blue-small print	\$ 262.00	\$ 328.00	\$ _____
C-4	Cylinder-solid grey: 30"D x 21"H	\$ 117.00	\$ 146.00	\$ _____
D-1	Task chair: black	\$ 90.00	\$ 113.00	\$ _____
D-2	Two way clothing rack	\$ 85.00	\$ 106.00	\$ _____
D-3	Designer stool: black	\$ 92.00	\$ 115.00	\$ _____
D-4	Director chair: black canvas-natural wood	\$ 68.00	\$ 85.00	\$ _____
D-5	Director stool: black canvas-natural wood	\$ 76.00	\$ 95.00	\$ _____
E-1	Conference chair: black	\$ 95.00	\$ 118.00	\$ _____
E-2A	Boatshape conf. table-cherry wood 36"w X 72"d X 29"h	\$ 149.00	\$ 186.00	\$ _____
E-2B	Boatshape conf. table-cherry wood 36"W x 96"D x 29"H	\$ 170.00	\$ 213.00	\$ _____
E-3	Black podium: 44"H x 30"W x 18"D	\$ 225.00	\$ 281.00	\$ _____
F-1A	Dbl. pedestal desk: cherry wood 30" x 60"	\$ 178.00	\$ 223.00	\$ _____
F-2	Storage credenza: cherry wood	\$ 164.00	\$ 205.00	\$ _____
F-3	Bookcase 6 shelf: cherry wood	\$ 164.00	\$ 205.00	\$ _____
F-4	High back executive chair: black leather	\$ 110.00	\$ 138.00	\$ _____
F-5	Guest chair: black fabric	\$ 70.00	\$ 88.00	\$ _____

Qty	Description	Advance	Standard	Subtotal
G-1A	48" round conference table-black base cherry wood laminate	\$ 127.00	\$ 157.00	\$ _____
G-1B	42" round conference table-black base cherry wood laminate	\$ 110.00	\$ 138.00	\$ _____
G-1C	36" round conference table-black base cherry wood laminate	\$ 80.00	\$ 100.00	\$ _____
G-2	Black leather side chair	\$ 127.00	\$ 157.00	\$ _____
G-3	Pedestal-black	\$ 185.00	\$ 231.00	\$ _____
G-4	Small black pedestal-brass trim	\$ 100.00	\$ 125.00	\$ _____
H-1	Black leather club chair: 33"W x32"D x33"H	\$ 268.00	\$ 332.00	\$ _____
H-2	Black leather loveseat: 56"W x 32"D x 32"H	\$ 293.00	\$ 363.00	\$ _____
H-3	Black leather sofa: 79"W x 32"D x 32"H	\$ 383.00	\$ 474.00	\$ _____
I-1	Lounge chair: burgundy / mahogany 33"W x 32"D x 32"H	\$ 142.00	\$ 178.00	\$ _____
I-2	Loveseat: burgundy / mahogany 54"W x 32"D x 32"H	\$ 229.00	\$ 286.00	\$ _____
I-3	Sofa: burgundy / mahogany 75"W x 32"D x 32"H	\$ 260.00	\$ 325.00	\$ _____
I-4	End table: burgundy / mahogany 24"W x 24"D x 20"H	\$ 124.00	\$ 155.00	\$ _____
I-5	Coffee table: burgundy / mahogany 48"W x 20"D x 16"H	\$ 124.00	\$ 155.00	\$ _____
J-1	Bar height table: black-41.75"H x 30"D	\$ 96.00	\$ 119.00	\$ _____
J-2	Black bar stool: 20"W x 20"D x 30.5"H	\$ 93.00	\$ 112.00	\$ _____
K-1	Black literature rack: 18"W x 59"H	\$ 106.00	\$ 132.00	\$ _____
K-2	Plex literature rack: 13"W x 53"H	\$ 106.00	\$ 132.00	\$ _____
K-3	Black jazz literature rack: 13"W x 54"H	\$ 106.00	\$ 132.00	\$ _____

Important Notes

- All furniture are on a rental basis.
- Orders cancelled to move-in are subject to a 50% cancellation charge.
- Orders cancelled after move-in begins are subject to a 100% cancellation charge.
- On-site orders are subject to availability and are subject to an additional 50% late charge.

Calculate

Subtotal \$ _____

7.775% MN Tax \$ _____

Est. Total \$ _____

- Transfer this total to the Order Summary / Payment form.
- Payment Method must be completed to process orders.
- Orders received without full payment or credit card will not be processed.

Booth Number

Exhibiting Company _____

COMPLETE and SUBMIT this form: Please call Colleen Brandt with questions at 612.378.6570
 by mail Brede Exposition Services | 2211 Broadway St. NE | Minneapolis, MN 55413 | USA by fax 612.331.8380

Exhibits Plus Custom Furniture

Brede

EXHIBITS
Plus



A



B



C



D

2211 Broadway St. N.E.
Minneapolis, MN 55413
Phone: 612-378-6570
Fax: 612-378-6577
www.bredeexhibitsplus.com



F



H



E



G

silks

- A Spathyfillum Bush, 30-32" high
- B Fountain Palm, 44" high
- C Azalea Bush, 18" high
- D Geranium Bush, 18" high
- E Dieffenbachia, 30-32" high
- F Japanese Mum Bush, 12-15" high
- G Ficus, 88" high
- H Ruffle Fern, 25-30" wide

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Goodwill Industries International, Inc. 2016 Tradeshow
EXPOSITION SERVICES

Hyatt Regency Minneapolis - Nicollet A 1-3
 Minneapolis, MN
 August 8-9, 2016



Order Form

Submit this form if you wish to rent silks from Brede.
 Enter the Silks Total below on Order Summary / Payment form.
 Orders received without full payment or credit card information will not be processed.

Advance Order Discount Deadline: July 25, 2016

Qty	Description	Advance	Standard	Subtotal
_____	A Spathyfillum Bush	\$ 28.50	\$ 37.00	\$ _____
_____	B Fountain Palm	\$ 33.00	\$ 43.00	\$ _____
_____	C Azalea Bush Hot Pink	\$ 33.00	\$ 43.00	\$ _____
_____	D Geranium Bush Red	\$ 29.50	\$ 38.25	\$ _____
_____	E Dieffenbachia	\$ 27.00	\$ 35.00	\$ _____
_____	F Japanese Mum Bush Yellow	\$ 27.00	\$ 35.00	\$ _____
_____	G Ficus Tree	\$ 81.50	\$ 105.50	\$ _____
_____	H Ruffle Fern	\$ 23.50	\$ 30.50	\$ _____

Important Notes

- Orders cancelled prior to move-in will be charged 50% of the original price.
- Orders cancelled after move-in begins will be charged 100% of the original price.
- A credit card on file is required when using Brede Exposition Services.
- All charges must be paid prior to close of show.

Calculate

Subtotal	\$ _____
7.775% MN Tax	\$ _____
Est. Total	\$ _____

- Transfer this total to the *Order Summary / Payment form*.
- Payment Method must be completed to process orders.
- Orders received without full payment or credit card will not be processed.

Exhibiting Company _____

Booth Number

COMPLETE and SUBMIT this form: Please call Colleen Brandt with questions at 612.378.6570
 by mail Brede Exposition Services | 2211 Broadway St. NE | Minneapolis, MN 55413 | USA by fax 612.331.8380

Exhibits Plus Silks



**Information
Form**

*Brede Exposition Services' liability shall be limited to the physical loss or damage to the specific article which is lost or damaged as described below.
Please make your show site representative aware of the following policy.*

Limitations of Brede Exposition Services' Liability and Responsibility

1. Brede Exposition Services shall not be responsible for damage to uncrated materials, materials improperly packed, or concealed damage.
2. Brede Exposition Services shall not be responsible for loss, theft, or disappearance of exhibitor's materials after same have been delivered to exhibitor's booth.
3. Brede Exposition Services shall not be responsible for loss, theft, or disappearance of materials before they are picked up from exhibitor's booth for re-loading after the show. Brede bills of lading covering outgoing shipments which are tendered to Brede Exposition Services by exhibitors, will be checked at time of actual pickup from booth and corrections made where discrepancies occur.
4. Brede Exposition Services shall not be liable to any extent whatsoever for any actual, potential, or assumed loss of profits or revenues, or for any collateral costs, which may result from any loss or damage to an exhibitor's material which make it impossible or impractical to exhibit same.
5. The consignment or delivery of a shipment to Brede Exposition Services by an exhibitor, or by any shipper on behalf of any exhibitor shall be construed as an acceptance by such exhibitor (and/or other shipper) of the terms and conditions set forth in this bulletin.
6. Brede Exposition Services shall exercise ordinary diligence and care in the receiving, handling and storage of all shipments. Brede Exposition Services shall not be liable for loss or damage by fire, acts of God, or causes beyond its control. Brede Exposition Service's liability shall be limited to the physical loss or damage to the specific article which is lost or damaged. In any case, the liability of Brede Exposition Services is limited to \$.30 per pound per article, with a maximum of \$50.00 per item, and a maximum of \$1,000.00 per shipment. This applies while these goods are in Brede's warehouse, in vehicles for delivery, or at show site.
7. Claims for loss or damage which are not submitted to Brede Exposition Services within thirty (30) days of the close of the show on which the loss or damage occurred shall be considered waived. No suit or action shall be brought against Brede Exposition Services or its subcontractors more than one (1) year after the accrual of the cause of action therefore.
8. Shipments received without receipts, freight bills, or specified unit counts on receipts or freight bills (i.e., one lot, 800 cu. ft., etc.), such as UPS or van lines will be delivered to the exhibitor's booth without guarantee of piece count or condition. No liability will be assumed by Brede Exposition Services for such shipments.
9. Empty container labels will be available at the service desk. Affixing the labels is the sole responsibility of the exhibitor or his/her representative. All previous labels should be removed or completely covered. Brede Exposition Services assumes no responsibility for errors to the aforementioned procedure, removal of containers with old empty labels and without Brede Exposition Services labels, improper information on empty labels, or valuables stored in containers with empty labels.
10. Exhibitors should arrange for outgoing shipments during the show or immediately after its close. Brede will assist in the preparation of Brede bills of lading. Be sure that your material has been carefully crated or packed, and properly tagged or marked.
11. In order to expedite removal of materials, Brede Exposition Services shall have authority, without further clearance with exhibitors, to change designated carriers.
12. Labor and services ordered on behalf of exhibitors by display builders or other parties must be so authorized in a letter from exhibitors. Payment for all labor and services will be the responsibility of the exhibitor.
13. Freight handling charges are the responsibility of the exhibitor to whom shipments have been consigned. Also, charges for loading out freight shipments are the responsibility of the exhibitor from whose booth shipments are made. Exhibitors may not assign this responsibility to suppliers or customers.

The exhibitor agrees, in the event of a dispute with Brede Exposition Services relative to any loss or damage to any of their materials or equipment, that they will not withhold payment of any amount due to Brede Exposition Services for Drayage or any other services provided by Brede Exposition Services as an offset against the amount of the alleged loss or damage. Instead, they agree to pay Brede Exposition Services at the close of the show for all such charges, and they further agree that any claim they may have against Brede Exposition Services shall be pursued independently by them as a completely separate transaction to be resolved on its own merits.
14. Service charge of 1-1/2% per month on any unpaid balance will be made starting 30 days after date of invoice.
15. Where an exhibitor indicates choice of carrier for pickup it is the exhibitor's responsibility to arrange with such carrier for said pickup service. If the carrier does not pick up within the time limited for the removal of exhibitor's materials at the Exhibit Hall, we reserve the right to forward such material by the shipping method of our choice or to remove said material to our warehouse for disposition, at an additional charge to the exhibitor in accordance with prevailing rates for the service performed.
16. Material left behind without orders placed at the Drayage Service Desk may be classified as abandoned. The Drayage Contractor shall not be responsible for same. We are not responsible for any delay of rush shipments. We will expedite such rush shipments to the best of our ability, but will not assume any financial responsibility for shipments which do not arrive at their destination at a dated time.
17. **EXHIBITORS ARE URGED TO CARRY ALL-RISK INSURANCE** covering your materials against damage, loss and all other hazards from the time shipments are made prior to the show until shipments are received back after the show. This can generally be done by adding "riders" to existing insurance policies, often at no additional cost. It is understood that Brede Exposition Services is not an insurer, that insurance, if any, shall be obtained by the exhibitor and the amounts payable to Brede Exposition Services hereunder are based on the value of the material handling services and the scope of Brede Exposition Services liability as set forth above.



[Find more on Brede.com](http://Brede.com)



phone 612.331.4540

fax 612.331.8380

e-mail sharon.sandvik@brede.com



Information Form

Brede Exposition Services will receive your materials shipped in advance at our local warehouse, or shipped directly to show site. For detailed information regarding material handling services provided by Brede and the associated charges, please see below. Please make your show site representative aware of the following information.

Exhibitors may choose to ship freight to the advance warehouse or directly to show site. Brede will receive and manage the freight at the warehouse and on show site as described in the following pages. Material handling fees are paid to Brede for these material handling services, and are separate from and independent of freight transportation charges, which are paid to a freight carrier such as YRC, ABF, FedEx, or any other carrier of the exhibitor's choosing. Exhibitors are responsible for securing a carrier of their choosing and arranging freight transportation to and from the event, and all associated transportation fees.

Advance Shipments to the Warehouse

Deadlines and Info

- Receiving begins **30 days prior to exhibitor move-in.**
- Shipments received at the warehouse after **August 1, 2016** are subject to additional charges.
- Ship pre-paid; collect shipments will be refused
- Uncrated, pad wrapped or specialized equipment will not be accepted at the warehouse.
- Hazardous materials will not be accepted at the warehouse.

Advantages

There are several advantages to shipping advance to the warehouse versus directly to the show site:

- Exhibitors can confirm shipment has arrived and is intact in advance of the move-in date.
- Materials will be delivered to your booth prior to your arrival on site.
- Delivery dates and times are more flexible.

Advance Warehouse Rates

See below for definitions and descriptions of warehouse rates, and the *Material Handling Rates* form for the associated fees.

All material handling fees are calculated on a CWT basis (per hundredweight, or fraction thereof) per shipment, and vary depending on the type of shipment, the amount of handling and the time of day. Separate shipments will not be combined. Minimum charges will apply as shown on the *Material Handling Rates* form. Be sure to review these costs when you prepare your show budget. Contact Brede for assistance in estimating your material handling charges, based upon your specific needs.

Rates Include

Warehouse material handling rates include the following:

- Receiving exhibitor shipment at the advance warehouse, and storage beginning 30 days prior to the show.
- Movement of all exhibitor freight from warehouse to exhibit site.
- Materials unloaded and delivered to booth by move-in time.
- Pick-up and storing of shipping containers and boxes labeled EMPTY, and returning empty shipping containers to your booth at the close of the show. Empty labels may be obtained at the Brede Service Desk on show site. Empty containers are not accessible during the show.
- Removal of freight from booth, and reloading onto exhibitor's designated outbound carrier from the loading dock.

Crated or Skidded

Use this rate for shipments that arrive via common carrier such as YRC Freight, ABF, etc., and can be unloaded at the dock with no additional handling required. 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

Use this rate for shipments that are crated van line shipments or packed in such a manner as to require special handling, such as ground loading, side door loading, constricted space loading and designated piece loading or stacked shipments. Also included are mixed shipments without certified weight tickets or delivery receipts, such as Fedex, UPS, POVs (personally owned vehicles).

Small Package

Use this rate for cartons/envelopes weighing less than 25 lbs. per shipment without documentation. These will be delivered to the booth without guarantee of piece count or condition.



[Find more on Brede.com](#)



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Information Form

Brede Exposition Services will receive your materials shipped in advance at our local warehouse, or shipped directly to show site. For detailed information regarding material handling services provided by Brede and the associated charges, please see below. Please make your show site representative aware of the following information.

Direct Shipments to Show Site

Deadlines and Info

- Do not ship to the facility prior to **August 7, 2016**. Early shipments to show site may be refused. Brede Exposition Services will be on show site at the loading dock to receive exhibitor materials only during move-in hours.
- Ship pre-paid; collect shipments will be refused.
- Hazardous materials will not be accepted at show site.

Direct to Show Site Rates

See below for definitions and descriptions of direct to show site rates, and the *Material Handling Rates* form for the associated fees.

All material handling fees are calculated on a CWT basis (per hundredweight, or fraction thereof) per shipment, and vary depending on the type of shipment, the amount of handling and the time of day. Separate shipments will not be combined. Minimum charges will apply as shown on the *Material Handling Rates* form. Be sure to review these costs when you prepare your show budget. Contact Brede for assistance in estimating your material handling charges, based upon your specific needs.

Rates Include

Direct to show site material handling rates include the following:

- Materials unloaded at loading dock and delivered to booth.
- Pick-up and storing of shipping containers and boxes labeled EMPTY, and returning empty shipping containers to your booth at the close of the show. Empty labels may be obtained at the Brede Service Desk on show site. Empty containers are not accessible during the show.
- Removal of freight from booth, and reloading onto exhibitor's designated outbound carrier from the loading dock.

Crated or Skidded

Use this rate for shipments that arrive via common carrier such as YRC Freight, ABF, etc., and can be unloaded at the dock with no additional handling required. 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

Use this rate for shipments that are crated van line shipments or packed in such a manner as to require special handling, such as ground loading, side door loading, constricted space loading and designated piece loading or stacked shipments. Also included are mixed shipments without certified weight tickets or delivery receipts, such as Fedex, UPS, POVs (personally owned vehicles).

Uncrated, Unskidded, or Wrapped

Use this rate for shipments that are not in crates, cases, or boxes and/or pad wrapped, specialized equipment, unskidded machinery or uncrated POV shipments. Uncrated shipments are received at show site only.

Small Package

Use this rate for cartons/envelopes weighing less than 25 lbs. per shipment without documentation. Will be delivered to booth without guarantee of piece count or condition.

Overtime Charges

Inbound

Overtime charges apply on inbound shipments if:

- Your shipment is to be delivered to your booth before 8:00 am or after 4:00 pm on weekdays, or anytime on a Saturday, Sunday and/or Holiday, or
- Your shipment is received at the warehouse, and is delivered to show site before 8:00 am or after 4:00 pm on weekdays, or anytime on a Saturday, Sunday and/or Holiday, or
- A vehicle driver checks in at the Exhibit Site Check-In Area after 3:00 pm on weekdays, or anytime on a Saturday, Sunday and/or Holiday.

Outbound

Overtime charges apply on outbound shipments if:

- Your shipment is loaded after 4:00 pm on weekdays, or anytime on a Saturday, Sunday and/or Holiday, or
- Your carrier driver checks in at the Exhibit Site Check-In Area after 3:00 pm on weekdays, or anytime on a Saturday, Sunday and/or Holiday.



Find more on Brede.com



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e-mail sharon.sandvik@brede.com



Information Form

Brede Exposition Services will receive your materials shipped in advance at our local warehouse, or shipped directly to show site. For detailed information regarding material handling services provided by Brede and the associated charges, please see below. Please make your show site representative aware of the following information.

Material Handling Documentation

Inbound Bill of Lading

All inbound shipments must have a Bill of Lading or delivery slip showing the number of pieces, type of merchandise and weight. Shipments received without this information will be delivered to exhibitor's booth without guarantee of piece count or condition. No liability will be assumed by Brede for such shipments. Billed weight is based on incoming weight, whether outbound services are used completely or in part. The weight is rounded up to the next one hundred pounds (100 lbs) and is taken from the inbound Bill of Lading and/or the certified weight ticket. Separate shipments will not be combined. Shipments arriving without a specified weight on the Bill of Lading will be assigned an approximate weight by Brede. This weight will prevail.

Advance Warehouse Shipping Address

TO: Exhibiting Company Name and Booth #
FOR: Goodwill Industries International, Inc.
2016 Tradeshow
Brede Exposition Services
c/o YRC Freight
12400 Dupont Avenue South
Burnsville, MN 55337

- Use this address and information on your inbound bill of lading if shipping your freight to the Advance Warehouse.
- Please use the freight labels provided in this service manual.
- Receiving hours: M - F 8:00 a.m. to 4:00 p.m.
- All shipments must be prepaid: collect shipments will be refused.
- Brede does not accept shipments that are not consigned to Brede Exposition Services. Such shipments will be refused.
- **All shipments to the Advance Warehouse must arrive by August 1, 2016 to avoid late charges.**

Direct to Show site Shipping Address

TO: Exhibiting Company Name and Booth #
FOR: Goodwill Industries International, Inc.
2016 Tradeshow
Brede Exposition Services
Hyatt Regency Mpls. - Nicollet A 1-3
1300 Nicollet Avenue
Minneapolis, MN 55403

- Use this address and information on your inbound bill of lading if shipping your freight Direct to Show site.
- Please use the freight labels provided in this service manual.
- All shipments must be prepaid: collect shipments will be refused.
- Brede does not accept shipments that are not consigned to Brede Exposition Services. Such shipments will be refused.
- **Shipments will be received at the facility no sooner than August 7, 2016 during move-in hours.**

STRONGLY DISCOURAGED

Empty Containers, Labels

Exhibitors with crates or boxes that need to be returned to pack up booth equipment at the end of the show must affix empty labels on the containers as soon as they are empty. Empty labels will be available at the Brede Service Desk. Affixing the labels is the sole responsibility of the exhibitor. Brede assumes no responsibility for removal of containers with old empty labels, improper information on labels or valuables stored in containers with empty labels. Empty containers will be removed from the floor and stored until the close of the show. You will not have access to empty containers during the show. In most cases, empty containers may not be stored in your booth during the show as it is a fire hazard.

Outbound Bill of Lading

Outbound shipping is not an automatic process. Outbound Bills of Lading must be completed and turned in to the Brede Service Desk: **do not leave outbound Bills of Lading in your booth.** Exhibitors who wish to ship outbound materials via any carrier other than the show carrier must advise carrier to be checked in at the Brede Service Desk by the driver check-in time specified on the *Show Details* page. Drivers are placed in line for loading on a first-come, first-serve basis, provided the exhibitor is completely packed and a Bill of Lading has been turned in to the Service Desk. Drivers whose Bills of Lading have not been turned in will be placed in a holding queue until the booth is packed and the Bill of Lading is turned in. Should your carrier fail to check in by the designated time, Brede reserves the right to re-route shipment via the official show carrier as necessary, at the exhibitor's expense.



[Find more on Brede.com](http://www.brede.com)



phone 612.331.4540

fax 612.331.8380

e-mail sharon.sandvik@brede.com



Order Form

Submit this form if you will be shipping materials to the advance warehouse or show site. Use the rates and calculator below to estimate your material handling charges. Enter the Material Handling Estimate below on Order Summary / Payment form. Orders received without full payment or credit card information will not be processed.

Material Handling Rate Schedule

- For full definitions and descriptions of all rates, and rules, see the *Material Handling Information* forms included in this manual.
- All material handling fees are calculated on a CWT basis (per hundredweight, or fraction thereof) per shipment, and vary depending on the type of shipment, the amount of handling and the time of day. Separate shipments will not be combined. Minimum charges will apply as shown below. Be sure to review these costs when you prepare your show budget. Contact Brede for assistance in estimating your material handling charges, based upon your specific needs.

Material Handling Rate

Rates below include any applicable OT charges per 100 lbs

Description: A 200 lb minimum charge per shipment applies	
Advance to Warehouse: Crated	\$129.75
Direct to Show site: Crated	\$123.50
Advance to Warehouse: Special Handling	\$162.00
Direct to Show site: Special Handling	\$154.50
Direct to Show site: Uncrated, Unskidded, or Wrapped	\$185.25
Advance to Warehouse/Direct to Show site: Small Packages	\$57.25 <i>each</i>
Additional Services	
Late shipments, off-target shipments & site shipments received before published move-in or after show opening. Freight received at the warehouse after August 1, 2016 or at show site prior to published move-in or after show opening, add an additional charge per 100 lbs. Additional transportation charges may apply.	\$31.75 <i>per 100 lbs.</i>
Spotting Fee. Any vehicles driven into the exhibit hall under their own power will incur a round-trip spotting fee. Vehicles not moved in under their own power will be unloaded and charged based on weight.	\$169.50 <i>round trip</i>
Special Services. Shipments returned to warehouse will be charged \$20.75 per 100 lbs. with a \$250.00 minimum. Storage will be charged if shipment is not routed or picked up after three working days. Storage fees prior to 30 days before show, or after 3 days following the show are \$2.25 per 100 lbs. per day with a \$35.00 minimum. On-site container storage for freight brought in by exhibitors is \$25.00 per piece.	

Calculate Estimated Material Handling Charges

Select: Advanced Direct

Carrier(s)	Tracking # or Shipped From	Date of Arrival	# Pieces	Est. Weight CWT	Rate per CWT	Estimated Cost 200 lb minimum
					X	= \$
					X	= \$
					X	= \$
					TOTAL	\$

Transfer this total to the *Order Summary / Payment* form. Payment Method must be completed to process orders. Orders received without full payment or credit card will not be processed.

Show Site Contact Name _____ Show Site Phone _____

Exhibiting Company _____

Booth Number

COMPLETE and SUBMIT this form:

by mail Brede Exposition Services | 2211 Broadway St. NE | Minneapolis, MN 55413 | USA by fax 612.331.8380

ADVANCE WAREHOUSE

EXHIBIT MATERIAL

Rush to:

Brede EXPOSITION SERVICES

c/o YRC Freight
12400 Dupont Avenue South
Burnsville, MN 55337

Goodwill Industries International, Inc.
2016 Tradeshow

Hyatt Regency Minneapolis - Nicollet A 1-3
Minneapolis, MN
August 8-9, 2016

Exhibitor

Booth

Late to warehouse charges apply after:

August 1, 2016

ADVANCE WAREHOUSE

EXHIBIT MATERIAL

Rush to:

Brede EXPOSITION SERVICES

c/o YRC Freight
12400 Dupont Avenue South
Burnsville, MN 55337

Goodwill Industries International, Inc.
2016 Tradeshow

Hyatt Regency Minneapolis - Nicollet A 1-3
Minneapolis, MN
August 8-9, 2016

Exhibitor

Booth

Late to warehouse charges apply after:

August 1, 2016

- These shipping labels are provided for your convenience to assist in preparing shipments to the advance warehouse.
- Please cut along dashed lines and affix one to each piece of your shipment to the advance warehouse.
- Please make additional copies of these labels as needed.

Important notes: Warehouse is not temperature controlled.

Hazardous materials will not be accepted at the warehouse.



EXPOSITION SERVICES

Goodwill Industries International, Inc. 2016 Tradeshow

Hyatt Regency Minneapolis - Nicollet A 1-3

Minneapolis, MN

August 8-9, 2016



Order Form Complete this form to request a pre-printed outbound bill of lading and shipping labels for your outbound shipment. Forms and labels will be delivered to your booth at show site.

Requests must be submitted by: July 25, 2016

Notes

- Please complete one form per shipment.
Please review the Material Handling Information, Material Handling Rate Schedule, and Limits of Liability forms.
Do not leave Bills of Lading in your booth!

Outbound Shipping Information

Consigned to (Ship to):
Attention:
Destination (Street Address):
City: State: Zip:

Method

Ground

YRC Freight Other Ground

Air

YRC Freight Other Air Next Day 2nd Day Deferred

Freight Charges Guaranteed By

Company/Exhibitor:
Attention:
Permanent Street Address:
City: State: Zip:
Phone: Fax:

Shipping Labels Request

Label Request

of Shipping Labels Requested:

Exhibitors using FedEx or UPS must provide pre-printed labels with the account number.

Exhibiting Company

Booth Number

COMPLETE and SUBMIT this form:

by mail Brede Exposition Services | 2211 Broadway St. NE | Minneapolis, MN 55413 | USA by fax 612.331.8380

Bill of Lading & Labels Request



Exhibit Services

Reliable trade show shipping services





The show must go on!

YRC Freight is ready to customize transportation solutions for any exhibit shipment, any size load, delivering great service, savings and simplicity.

After the show, specify YRC Freight for the move out on the materials handling agreement (MHA), then give us a call. We'll take it from there.

And if others handle your trade show shipping, remember to tell them about YRC Freight savings and service.

Delivering confidence at the show

- 100% inbound service guarantee* at no additional cost
- On-site Exhibit managers monitor your inbound shipments for on-time, smooth move ins
- Time-Critical expedited
- Comprehensive North American coverage and online visibility

Giving you more for your money

- Lowest trade show shipping fees in the industry
- 30 days free storage prior to the show; a great way to save when moving from show to show
- No detention fees at trade shows
- No extra fees for weekend/after-hour pickups

Keeping it simple for you

- Exhibit customer service representatives available 24/7; call 1-800-531-EXPO (3976)
- Around-the-clock assistance with quotes, bookings, tracking or expediting
- Single-shipment transportation for your entire display
- Online shipment visibility throughout the move on my.yrcfreight.com

* Subject to applicable Tariffs and Rules and Conditions publications.

Confidence Delivered.®

yrcfreight.com | 800.531.EXPO (3976) |  Live Chat





Order Form

Submit this form if you would like to order labor from Brede. Labor is available for installation and dismantling of exhibits, and for shrink wrapping and banding of materials. Enter the Total below on Order Summary / Payment form. Orders received without full payment or credit card information will not be processed.

Advance Order Discount Deadline: July 25, 2016

Option A: Brede Supervised

- Option for installation to occur prior to exhibitor's arrival.
 - Reduce at-show expenses and time spent.
 - Labor under Brede supervision is straight time when possible.
- Check for Brede Supervised Labor

Installation

Shipped:

- Warehouse
 Show site

Blueprints/Instructions:

- Attached
 with Display-Crate # _____

Shipment :

- Crates
 Boxes
 Carpet/Pad

Electrical under carpet:

- Yes No

Location: _____

Carpet:

- From Brede
 Shipped
 None

Delivery Date: _____

Special Equipment Required: _____

- Brede Supervision costs **30%** of total labor bill.
- There is a **\$50.00** minimum charge for supervision per installation and dismantle.

Dismantle

An Outbound Bill of Lading must be completed and turned in at the Brede Service Desk.

Please provide the following information:

Ship to: _____
 Attn: _____
 Address: _____
 City, ST, Zip: _____
 Official show carrier: Ground Air
 Other carrier*: _____

*Show site Bill of Lading prevails.

Option B: Exhibitor Supervised

- All work is performed under direction of the exhibitor.
 - Exhibitor must meet labor at Brede Service Desk at scheduled time.
- Check for Exhibitor Supervised Labor

Show Site Contact: _____
Phone #: _____

Labor Rates

Straight Time	\$95.00
<i>Monday-Friday 8:00a.m. - 4:30p.m.</i>	<i>per person per hour</i>
Overtime	\$156.75
<i>Monday-Friday 4:30 p.m. - 8:00 a.m. All day Saturday, Sunday, and observed union holidays</i>	<i>per person per hour</i>

- **One hour minimum** per laborer. Labor is then charged in 1/2 hour increments per laborer.
- Use labor rates at left to complete "Rate per laborer" column based on Straight, Overtime, or Double Time.
- Add Brede Supervision column only if using Option A.
- Multiply Subtotal Labor Cost by .30 for Brede Supervision cost.

Estimate Costs

	Date Time	# Laborers Requested	Est. Hrs. per laborer	Total Hrs.	Rate* per person per hour	Subtotal	Brede Supervision (Subtotal X .30)	Estimated Cost
Installation	_____	X	=	X	= \$	+ \$	= \$	
Dismantle	_____	X	=	X	= \$	+ \$	= \$	

Important Notes

- A 30% surcharge will be assessed to all Late/Floor orders.
- Orders not cancelled prior to move-in will result in a minimum one-hour charge per laborer requested.
- A credit card on file is required when using Brede Exposition Services.
- All charges must be paid prior to close of show.

Calculate Total

Est. Total \$ _____

- Transfer this total to the *Order Summary / Payment* form.
- Payment Method must be completed to process orders.
- Orders without payment source will not be processed.

Exhibiting Company _____

Booth Number

COMPLETE and SUBMIT this form:

by mail Brede Exposition Services | 2211 Broadway St. NE | Minneapolis, MN 55413 | USA by fax 612.331.8380

Labor



EXPOSITION SERVICES



Order Form

Submit this form if you will wish to order Brede's cleaning service for your booth in order to maintain booth cleanliness post set-up and throughout the show.

Enter the Total below on Order Summary / Payment form.

Orders received without full payment or credit card information will not be processed.

Advance Order Discount Deadline: July 25, 2016

Cleaning Options

Select	Service	Days	Booth Size <small>(100 sq. ft. minimum)</small>	Advance <small>(per sq. ft.)</small>	Standard <small>(per sq. ft.)</small>	Subtotal
<input type="checkbox"/>	Vacuum once prior to show opening. <i>Includes emptying of waste baskets</i>	1	X	X	\$0.54	\$0.70 \$
<input type="checkbox"/>	Vacuum once prior to show opening and daily thereafter. <i>Includes emptying of waste baskets</i>	2	X	X	\$0.43	\$0.55 \$

If special cleaning services are required, please call the Brede Customer Service Department.

Important Notes

- Orders cancelled prior to move-in will be charged 50% of the original price.
- Orders cancelled after move-in begins will be charged 100% of the original price.
- A credit card on file is required when using Brede Exposition Services.
- All charges must be paid prior to close of show.

Calculate

Cleaning Total \$ _____

- Transfer this total to the *Order Summary / Payment* form.
- Payment Method must be completed to process orders.
- Orders received without full payment or credit card will not be processed.

Exhibiting Company _____

Booth Number

COMPLETE and SUBMIT this form:

by mail Brede Exposition Services | 2211 Broadway St. NE | Minneapolis, MN 55413 | USA

by fax 612.331.8380



Order Form

Submit this form if the exhibiting company intends to use a contractor other than Brede Exposition Services. If the exhibiting company fails to comply with any or all of the requirements listed below, the non-official contractor will not be permitted to service your exhibit, and Brede Exposition Services must be hired for installation and dismantle labor. The non-official contractor will be able to provide supervision only.

Contractor Requirements

Non-official contractors must use labor supplied by Brede Exposition Services unless the following requirements are fulfilled:

- Exhibitors must return this completed form to Brede Exposition Services at least thirty (30) days prior to the show.
- Non-official contractors must **submit proof of adequate insurance**, in the form of an original policy rider, listing Brede as an additional insured, furnished by their broker to Brede's office no later than thirty (30) days in advance of actual installation dates. This must include a copy of your Worker's Compensation Insurance.
- Non-official contractors must furnish show management the names, addresses and telephone numbers of key executives for emergency contact.
- All personnel must be properly badged at show site.

Non-official installation and dismantle contractors may provide supervision. Non-official contractors are allowed on the exhibit floor only during official installation and dismantle hours, providing the information above is supplied.

Contractor Information

NON-OFFICIAL CONTRACTOR: _____

ADDRESS: _____

PHONE#: _____ FAX#: _____

EMAIL ADDRESS: _____ CELL#: _____

CONTACT IN BOOTH: _____

Booth Number

Exhibiting Company _____

COMPLETE and SUBMIT this form:

by mail Brede Exposition Services | 2211 Broadway St. NE | Minneapolis, MN 55413 | USA by fax 612.331.8380

Non-Official I&D Contractor



Order Form

Submit this form if you wish to order signage from Brede.
Enter the Graphics Total below on Order Summary / Payment form.
Orders received without full payment or credit card information will not be processed.

Advance Order Discount Deadline: July 25, 2016

Standard Sizes

Standard signs are digitally produced with color copy, mounted on white foam board, and include up to 10 words.

Qty	Size	Advance	Standard	Subtotal
_____	11" X 14"	\$ 123.00	\$ 159.75	\$ _____
_____	14" X 22"	\$ 139.50	\$ 181.50	\$ _____
_____	22" X 28"	\$ 167.00	\$ 217.00	\$ _____
_____	28" X 44"	\$ 275.25	\$ 358.00	\$ _____

Indicate sign copy & layout here

*File conversion, retouching, cloning or color correcting may incur additional labor charges.

Custom Sizes

Brede can provide digital graphic reproduction in custom sizes. Please contact us for full-color, photo-quality, high resolution digital printing in virtually any size for banners, exhibit graphics and more.

Length	Width	Square footage	Advance	Standard	Subtotal
_____ X _____	=	_____ X _____	\$17.75 per sq. ft.	\$23.00 per sq. ft.	= \$ _____

Ten (10) sq. ft.
minimum order

- Foamcore
- Masonite
- PVC
- Plexi
- Gatorfoam
- Other _____

Select one

- Vertical
- Horizontal

Special instructions

Graphics

Important Notes

- Orders cancelled will be charged 100% of the original price.
- A credit card on file is required when using Brede Exposition Services.
- All charges must be paid prior to close of show.

Calculate

Subtotal \$ _____

7.775% MN Tax \$ _____

Signs Total \$ _____

- Transfer this total to the Order Summary / Payment form.
- Payment Method must be completed to process orders.
- Orders received without full payment or credit card will not be processed.

Exhibiting Company _____

Booth Number

COMPLETE and SUBMIT this form:

by mail Brede Exposition Services | 2211 Broadway St. NE | Minneapolis, MN 55413 | USA by fax 612.331.8380



ORDER FORM

Company/Exhibitor Name: _____ Contact Person: _____

Event Location: _____ Contact Phone: _____

Show Name: _____ Booth #: _____

Delivery Date : _____

BLOOMING PLANTS:

- 6" Mum Color: White, Yellow, Purple, Bronze \$ 29.95 plus tax Quantity _____
6" Kalanchoe Color: Yellow, Pink, Red, White \$ 29.95 plus tax Quantity _____
6" Azalea Color: Pink, Red, White \$ 36.95 plus tax Quantity _____

GREEN PLANTS - Areca Palm, Dracaena 'Janet Craig', Ficus tree, Peace Lily, etc:

- 6" pot, Fern/Ivy/Pothos \$ 20.00 plus tax Quantity _____
8" pot, Fern/Ivy/Pothos \$ 30.00 plus tax Quantity _____
10" growers pot, 2'-3' tall \$ 50.00 plus tax Quantity _____
14" growers pot, 4'-5' tall \$ 85.00 plus tax Quantity _____
17" growers pot, 5'-7' tall \$165.00 plus tax Quantity _____

- Fresh Floral Arrangements 12" high \$ 40.00 Quantity _____
18" high \$ 60.00 Quantity _____
Tropical \$ 75.00 Quantity _____

RUSH Charge - 20% upcharge, applies on orders placed 48 hours prior to start of event

Billing Information/Credit Card Information - All orders must be paid in full prior to the event:

Name: _____

Address: _____

Credit Card # _____ Exp Date _____

Phone: _____

E-Mail: _____

Please call or email Nancy for special requests 612-746-4500 or nancy@tommycarvers.com

Exhibitor's Price List & Contract 2016

All booths are photographed empty. If you want staff or attendees – see letter B for pricing.

- A. Booth Photography in exhibit hall from 5 Meg file w/8x10 print: ..\$125.00_____
 - *each additional view is \$65 w/an 8x10 print* _____
 - *ownership of digital file is \$100 per booth view* _____

- B. Booth w/Staff & Crowd – 15 minutes @ booth maximum\$165.00 _____
 - *With ownership of digital file*

- C. 2 Hours of Tradeshow Booth Photography w/100-5x7 Prints\$ 750.00 _____
 - *prints delivered on site in 60 seconds*
 - *put any background behind your photo w/your logo*
 - *photography done at your booth or a hospitality suite*
 - *Must be prearranged prior to event.*

- D. Reprint Prices for Booth Photography (color or black and white) _____

8x10 = 15.50	11x14 = 45.00	16x20 = 87.00
--------------	---------------	---------------

- Shipping & Handling - 1 Pound US - 2 Day FedEx \$15.00 (*Intl. \$28.00*)_____

- MN St Sales Tax – Use Zip Code to determine tax - **MN Residents ONLY**...._____

- TOTAL**.....\$._____

Please send Exhibit Order via an electronic file or the US Mail – CALL to confirm.

Company Name_____ Address_____

City_____ State_____ Zip_____

You're Name/Title_____ Phone_____

Contact at Booth _____ Booth No._____

Event: Name_____ Location_____

Event Month_____ Day(s)_____ Signature_____

*Photographer will do scheduling for booth photography.
Payment Requirements: Prepaid, PayPal or cash on site.
Digital files remain the property of John Markovich Photography.*



Hyatt Regency Minneapolis

Electrical Services Order Form



Hyatt Regency Minneapolis, 1300 Nicollet Mall., Minneapolis, MN. 55403
 Phone: 612.343.4018 * Fax: 612.343.4019

CUSTOMER INFORMATION	
Company Name:	Show Name:
Billing Name:	Show Dates:
Billing Street Address:	City, State & Zip:
Contact Name:	Telephone:
E-Mail Address:	Fax Number:

SERVICE DESCRIPTION	QTY	X	Days	X	Advanced Booking	Onsite Request	=	TOTAL
Power Services								
20 Amp- 110 Volt Power Supply (Includes Extension Cable and Power Strip)	0	x	0	x	\$30.00	add \$50	=	-
Single Phase								
Single Phase 100 Amp	0		0		\$340.00	add \$100	=	-
Single Phase 200 Amp	0		0		\$580.00	add \$100	=	-
Three Phase								
Three Phase 30 Amp	0		0		\$290.00	add \$100	=	-
Three Phase 100 Amp	0		0		\$655.00	add \$100	=	-
Three Phase 200 Amp	0		0		\$1,305.00	add \$100	=	-
Electrical Equipment								
Multibox/Stringer Cable (6- outlets/3- 20 Amp Circuits)	0	x	0	x	\$120.00	N/A	=	-
100 Amp Three Phase Distribution Box (6 20 Amp circuits)	0	x	0	x	\$220.00	N/A	=	-
200 Amp Three Phase Distribution Box (12 20 Amp circuits)	0	x	0	x	\$315.00	N/A	=	-
Camlok Feeder Cable 25', 50' or 100'	0	x	0	x	\$125.00	N/A	=	-

For pricing on power not listed above please call 612-343-4018 or email tsmouse@psav.com

SUBTOTAL =	-
X 22% SERVICE CHARGE =	-
X 7.775 SALES TAX =	-
Tax on Service charge/no tax on Internet	
GRAND TOTAL =	-

***All prices listed are on a per day rate * There is a 22% Service Charge to all orders.**

Payment Method

<input type="checkbox"/> American Express <input type="checkbox"/> VISA <input type="checkbox"/> MasterCard <input type="checkbox"/> Hotel Master Acct
--

Card Number:

Expiration Date:

Card Holder Signature: