Exhibitor Service Kit | Discount Price Deadline Date: \*\*Friday, October 5, 2018\*\*



1600 33<sup>rd</sup> Street, Unit 102 Orlando, Florida 32839 T. 407.872.2223 F. 407.872.8644 Email: info@gobencs.com

# Exhibitor Service Manual

# **C-130 TCG**

### **International Technical Program Review**

### October 22-23, 2018

### Caribe Royale, Orlando, FL

Exhibitor Service Kit - Page 1 - Goben Convention Services

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### **Official Exhibitor Services Supplier for C130 TCG**

### You can log in if you prefer to order online!

### How do I log in?

Once your show is available online, you will receive an automated email that includes your personalized show code. All information within the email will allow you to retrieve show documents, order online, and submit changes to your order.

If you do not receive a show code and wish to order online, please contact us at (407) 872-2223 or email orders@gobencs.com

Please be aware that you will need to create a new account when you place your first order. Don't worry - it's quick and easy and will help us serve you better.

### Please note Goben CS Fees/Charges:

Goben Convention Services assesses fees for changes and cancellation of your show order. Please review the following.

\* After orders are submitted online, you will have up to 24 hours to add/remove items from your order without penalty. After order processes, a 5% administrative fee is charged for all changes/refunds.

\* Due to preparations and equipment readiness, orders that are cancelled 1 week before the move - in date are assessed a 50% cancellation fee.

\* For orders cancelled on day of move - in or after delivery to booth, cancellation fee is 100%.

### **Questions?**

Contact Customer Service at (407) 872-2223 or email orders@gobencs.com

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EXHIBIT MOVE IN			
Day Date Time			
Sunday October 21, 2018 9:00am – 5:00pm			

EXHIBITOR HOURS		
Day	Date	Time
Monday	October 22, 2018	9:00am – 8:30pm
Tuesday	October 23, 2018	8:00am – 5:00pm

EXHIBIT MOVE OUT			
Day	Date	Time	
Tuesday October 23, 2018 5:00pm – 8:00pm			

### **DISMANTLE | CARRIER CHECK-IN**

To ensure that all exhibitor materials are removed from the exhibit facility by the exhibitor move-out deadline, please have your carriers

check in by:		
Day	Date	Time
Tuesday	October 23, 2018	7:00pm

### **RE-ROUTE TIME**

If your carrier has not checked in your freight will be re-routed with

the show carrier at:		
Day Date Time		Time
Tuesday	October 23, 2018	7:01pm

### DISMANTLE | MOVE OUT DEADLINE

All exhibitor materials must be removed from the exhibit facility by:

Day	Date	Time
Tuesday	October 23, 2018	8:00pm

See Carrier Check-in time above to ensure that you plan according to the dismantle/move out deadline.

### **IMPORTANT INFORMATION**

Schedules listed above are subject to change by show management. Should any freight/materials be left at the exhibit venue after the Dismantle & Move Out Deadline, Goben Convention Services reserves the right to re-route all freight/materials via the preferred carrier of Goben Convention Services. Any and all shipping and handling charges by the preferred carrier of Goben Convention Services will be billed and paid by the exhibitor. Goben Convention Services is not responsible for those shipping charges for freight/materials left after the Move Out Deadline.

### exhibitor compass

### **BOOTH INFORMATION**

Standard Booth Size – 10' deep x 10' wide - Pipe & Drape –

Back Wall	Black & White
Side walls	Black
Table Skirt	Show colors

Included Booth Package Equipment	Quantity
6'x30" skirted table in show colors	1
booth identification sign	1
Wastebasket with Liner*	1
Chairs	2
Electrical	10 amps
Internet	Wi-Fi

There are no substitutions with included booth package equipment Your preferred alternatives may be ordered through the exhibitor manual.

\*Wastebasket with liner does not include porter service/cleaning, Porter service/cleaning may be ordered through the exhibitor manual.

IMPORTANT DATES	
	Mark your Calendar
Shipments can start arriving at Advance Warehouse	September 17, 2018
Discount deadline orders received with confirmed payment.	October 5, 2018
Last Day for Shipment to arrive at warehouse w/o surcharge	October 12, 2018
Last day for shipments to arrive at warehouse	October 19, 2018
Shipments can start arriving at	October 20, 2018
Show Site	From 12 noon – 4pm
	STRICTLY ENFORCED
	And all day Oct. 21, 2018
Move Out	October 23, 2018
Driver check in for move out	By 7pm
Re-Route freight	At 7:01pm

### **VENUE INFORMATION**

Caribe Royale c/o Goben CS 8101 World Center Drive Orlando, FL 32821

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## service contractor information & contacts

### **QUICK CONTACTS**

### **REGISTRATION – BOOTH ASSIGNMENT**

Ken Klusman | C130 Technical Coordination Group T. 478-222-1273 | F. 478-328-1257 Email: kenneth.klusman@robins.af.mil

### SHIPPING – STORAGE – FURNITURE - PLANTS

### SIGNS – LABOR – CARPET – CLEANING

Lolly Oldson | Goben Convention Services T. 407-872-2223 | F. 407-872-8644 Email: lolly@gobencs.com

### **CUSTOM FURNITURE**

Lolly Oldson | Goben Convention Services T. 407-872-2223 | F. 407-872-8644 Email: lolly@gobencs.com

### **AUDIO VISUAL**

Myra Murray | Goben Convention Services T. 407-872-2223 | F. 407-872-8644 Email: myra@gobencs.com

### ELECTRICAL

### 10 amps included in booth space

Please contact Edlen Electrical for additional electrical needs. Dawn Kelly | Edlen Electrical T. 407-854-9991 | F. 407-854-9992 Email: dkelly@edlenelectrical.com

### INTERNET

Wi-Fi Included

### **UPS Freight**

Preferred Show Carrier Customer Service Trade Show Dept. T. 800-988-9889

### SHIPPING INFORMATION

### ADVANCE WAREHOUSE ADDRESS

Shipping Address & Preferred Label Format \*\*Exhibiting Company Name\*\* \*\*Exhibiting Booth #\*\* C130 TCG Goben Convention Services JM Freight Logistics c/o UPS Freight 3315 Maggie Blvd., Suite 300 Orlando, Florida 32811 Warehouse materials are accepted at the warehouse Monday – Friday | 9am – 4:00pm Goben Convention Services will start accepting crates, boxes and skidded materials beginning: September 17 – October 19, 2018 Starting at 9am

### SHOW SITE ADDRESS

Shipping Address & Preferred Label Format \*\*Exhibiting Company Name\*\* \*\*Exhibiting Booth #\*\* C130 TCG C/O Goben Convention Services Caribe Royale 8101 World Center Drive Orlando, FL 32821

Shipments arriving before this date and time may be refused by the facility. Any charges incurred for early freight accepted by the facility are the responsibility of the exhibitor.

Goben Convention Services will start accepting crates, boxes and skidded materials beginning:

> October 20, 2018 Starting at 12 noon – 4pm STRICTLY ENFORCED!

### And all day October 21, 2018

PLEASE DO NOT SEND FREIGHT TO THE HOTEL PRIOR TO OCTOBER 20<sup>th</sup>. IF YOUR FREIGHT ARRIVES BEFORE THIS DATE THERE IS A CHANCE IT MAY BE REFUSED. THE HOTEL DOES NOT HAVE THE STORAGE OR MANPOWER TO HANDLE TRADE SHOW FREIGHT. IF THE HOTEL DOES ACCEPT YOUR FREIGHT THEN YOU WILL BE CHARGED A HANDLING FEE BY THE HOTEL AND THEN BY GOBEN CS. PLEASE SEE "MATERIAL HANDLING" ON NEXT PAGE.



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### **Material Handling**

Goben Convention Services has been contracted to handle this event which includes all drayage whether it is received at the warehouse or the show site. As the "**EXCLUSIVE**" material handling contractor we will handle **ALL** freight shipments in and out of the ballroom.

Warehouse receiving hours are 9am – 4:00pm, Monday – Friday. You may start sending freight to the advance warehouse 30 days prior to the start of show at no additional charge.

Drayage is defined as the delivery of freight from the advanced warehouse, loading dock or hotel storage room to your booth space and from the booth space to the loading dock at the close of the show.

Please note if you send freight to the show venue before the published date listed in this exhibitor manual your freight will either be **REFUSED** or you will be charged handling & storage fees from the hotel. The freight will then be turned over to Goben CS for delivery to the exhibit hall and you will <u>ALSO</u> be charged material handling fees, <u>even if you are a guest of the hotel.</u>

*Please note*: Mislabeled packages have the potential of being refused at show site. Please remember to include C130 TCG c/o Goben CS on all packages AND remove all old labels from packaging.

### **Preferred Freight Carrier**

Listed below is the information for the official freight carrier of Goben Convention Services.



800.988.9889 www.UPSFreight.com

UPS FORM LOCATED AT THE BACK OF THIS MANUAL

MENTION SHOW NAME FOR DISCOUNTED SHOW RATES

CONVENIENT 24 HOUR TRACKING

### International Shipments

Should your display require clearance by a United States Customs Office you must make arrangements with a custom broker. Goben Convention Services cannot clear the shipment on behalf of the shipper.

### **Equipment Use**

Goben Convention Services does not lend out any equipment to exhibitors. If you require help for the setup of your booth, you must fill out the provided labor forms included in this service kit. Please note that request for labor services on show-site is not guaranteed. If you require assistance bringing items to your booth, please note that you are subject to material handling fees and labor charges at the current prevailing cost.

### general information

Labor

Labor is for installation & dismantling of displays, Please refer to the Labor forms included in this manual to order services. TIP: Order early and in advance to guarantee labor services. Exhibitors may setup and dismantle their own displays provided they use their own company employees to do so.

### **Exhibitor Appointed Contractors**

If you are utilizing an outside contractor, Goben Convention Services must be informed two weeks prior to setup. A valid "certificate of insurance" must be submitted to Goben Convention Services by the date illustrated on the Exhibitor Appointed Contractor Notification form included in the exhibitor service kit. Notifications received after the date may not receive approval. Failure to provide Goben Convention Services a certificate of insurance will result in labor hire from the Goben Convention Services staff. The non-official contractor will be able to provide supervision only. Exhibitor Appointed Contractors who subcontract for services other than general contracting are also considered non-official contractors and must follow set procedures; this includes florists, audio visual and computer rental firms.

#### Security

Exhibitors are responsible for safeguarding their goods, materials, equipment and exhibits at all times. Goben Convention Services is not responsible for any unattended items left in the tradeshow facility or assigned booths.

#### Safety

Standing on chairs, tables or any rental furnishings is prohibited. Goben Convention Services is not responsible for injuries or falls caused by improper use of furnishings. Should a folding chair not accommodate you, please advise us and we will substitute that chair with a current in-stock side chair upon availability.

If assistance is required in the installation/dismantle of your booth, please order labor using the enclosed labor form and the necessary ladders, and tools that need to be provided.

### Acceptance of General Information

By signing off on any services/order provided by Goben Convention services automatically indicates that you, the client/exhibitor, are in acceptance and agreement of our general information section. Any questions about the general information section for Goben Convention Services, please contact us at 407-872-2223 or at info@gobencs.com.



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### payment terms & conditions

### **Payments**

Goben CS requires that you provide a credit Card Authorization with your initial order. For your convenience we will use this authorization to charge your account for services, which may not have been covered by your initial order. Purchase Orders are not considered payment.

All orders received without the method of payment form will be charged standard rates.

For the convenience of all, we ask that all disputes be questioned prior to show close via calling the office or visiting the on-site service desk for billing questions and concerns. If an exhibitor fails to pay their invoice prior to close of show, the charges will automatically be applied to the credit card on file.

### Method of Payment

We accept Master card, Visa, American Express & checks (US Bank)

#### Fees

A \$30.00 charge will apply for charges associated with the following:  $\sim$  Insufficient Funds

~ Charge back fees on credit cards

This fee will be added to your final invoice.

### **Wire Transfers**

If you are using wire-transfers for payment, please add an additional amount of \$55.00 to the wired amount. This \$55.00 is a processing fee for the wire transfer assessed by Goben Convention Services. Please contact 407.872.2223 for wire transfer information.

### **International Exhibitors**

We require 100% payment of advance and standard orders. Any orders or services placed with Goben Convention Services on show site, those services must be paid in full. Payment must be made via check in United States fund drawn from a United States Bank.

Should your display require clearance by a United States Customs Office you must make arrangements with a custom broker. Goben Convention Services cannot clear the shipment on behalf of the shipper.

### Cancellations

Orders cancelled after the discount deadline date will be charged 50% cancellation charge.

Orders cancelled after decorator move-in begins are subject to a 100% cancellation charge.

A one-hour "per person" charge will be applied for all labor orders that are not cancelled in writing at least 24 hours prior to the scheduled start time.

### **Miscellaneous**

Rental Items not ordered but found in the booth space will be invoiced at "standard" rates.

#### **Tax Exemption Status**

If you claim tax exempt status, you must provide us with a copy of your tax Exempt Certificate issued by a federal government or state in which the event is taking place, simultaneously with the placement of your initial order, otherwise tax will appear on your invoice. No credits for sales taxes will be issued after billing is complete.

### Tax Rate

All rental items are subject to applicable taxes. Tax rate for Orlando, FL will be 6.5%

### **Third Party Billing**

Each exhibiting firm is ultimately responsible for all charges incurred on its behalf. Goben Convention Services reserves the right to institute a collection action against the exhibitor if the third party does not pay.

### Credits

It is the responsibility of the exhibitor/client to check the accuracy of your invoices and report any concerns of your ordered services prior to show close. All concerns reported prior to show close will be considered for credits to your account with Goben Convention Services.

### Rentals

All materials and equipment are on a rental basis for the duration of the show and remain the property of Goben Convention Services. All rentals include delivery, installation and removal from your booth.

### **Unpaid Balances**

Should there be any unpaid balance after the close of show; terms will be net, due and payable upon receipt of invoice. Effective 30 days after invoice date, any unpaid balance will bear a finance charge at the lesser of the maximum rate allowed by applicable law, or 1.5% per month, which is an annual percentage rate of 18% and future orders will be on a pre-payment basis. If the finance charge hereunder exceeds the maximum rate allowed by applicable law, the finance charge shall automatically be reduced to the maximum rate allowed, and excess finance charge received by Goben Convention Services shall be either applied to reduce the principal unpaid balance or refunded to the payer. Payment terms and conditions shall be governed and construed in accordance with the laws of the state of Florida.

### **Acceptance of Payment Terms & Conditions**

By signing off on any services/order provided by Goben Convention services automatically indicates that you, the client/exhibitor, are in acceptance and agreement of our Payment Terms and Conditions. Any questions about the Payment Terms and Conditions for Goben Convention Services, please contact us at 407.872.2223 or at info@gobencs.com.

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### **Goben** Convention Services

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### 

Payment Options	Billing	Address (If different from above)
Select One	Address:	
Credit Card	City/State/Zip:	
Company Check		
Cash	Phone:	
Wire Transfers (call for details)	Fax:	
Goben Convention Services gladly accepts Cash, Company	E-mail:	

Check, Credit Card and Wire Transfers.

### **EXHIBITOR CREDIT CARD AUTHORIZATION**

For your convenience, we will use this credit card billing authorization to charge your credit card account for your advance, standard and on-site orders, along with any additional amounts incurred as a result of show site orders placed by your exhibit booth representative.

 VISA
 MASTERCARD
 AMERICAN EXPRESS

 Card Holder Name:
 Expiration Date:
 Image: Credit Card Number:

 Goben Convention Services is committed to keeping your provided financial information safe and secure
 Validation Code: (3 or 4 Digit Code on the back or bottom of the Credit Card)

 Printed Name:
 Date:

By signing, you acknowledge you have read, understand and agree to all the terms in the payment terms and conditions and have advised our organization of any questions on purchases of services and materials. You also acknowledge and have read, understand and agree to the general information sections of the exhibitor manual. The payment terms & conditions and general information are included in this exhibitor manual.

Third Party Billing

Please call the office at 407-872-2223 for a third party billing authorization form

billing authorization

\_\_\_\_

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# EAC - exhibitor appointed contractor

In the event you are planning to utilize a firm other than GOBEN CONVENTION SERVICES, the Exhibitor must complete and acknowledge the requirements and procedures to have an Exhibitor Appointed Contractor/EAC on-site.

### This notification must be turned in with Certificate of insurance by the date of:

October 5, 2018

EXHIBITING COMPANY INFORMATION	
~ Please print clearly ~	
Exhibiting Company:	
Booth #:	
Contact Telephone:	
Exhibitor Contact Name:	
Exhibiting Firm's Officers Signature:	

EXHIBITOR APPOINTED CONTRACTOR / EAC				
"Non-Official Contractor"				
	~ Please print clearly ~			
Contractor Company Name:				
Contact Telephone:				
Contact E-mail:				

With this form a CERTIFICATE OF INSURANCE showing General Liability and Workman's Compensation valid in the state where the show is being held, naming GOBEN CONVENTION SERVICES, as an additional insured and certificate holder. The CERTIFICATE OF INSURANCE MUST be submitted together with this notification. We will not accept a CERTIFICATE OF INSURANCE on-site on the show floor. This is due by the date listed above, on the top of this page.

The exposition floor, aisles, loading docks, services and storage areas will be under the control of Goben Convention Services. The Exhibitor Appointed Contractor (EAC) / Non-Official Contractor must coordinate all of its activities with Goben Convention Services.

The Exhibitor Appointed Contractor (EAC) / Non-Official Contractor will be responsible for all reasonable costs related to its operation, including overtime pay for stewards, restoration of exhibit space to its initial condition, freight handling charges, etc. It will be the responsibility of the Exhibitor Appointed Contractor (EAC) / Non-Official Contractor to remove from the floor all tape installed, any bulk trash from the booth floor and from the exhibit hall (such as skids or crates) will be invoiced accordingly by Goben Convention Services.

These requirements will be strictly enforced. In the event that these rules are not adhered to, labor must be hired through Goben Convention Services.

This form along with your Certificate of Insurance can be submitted via these options:

FAX	MAIL	E-MAIL
407.872.8644	Goben Convention Services	orders@gobencs.com
	1600 33 <sup>rd</sup> Street, Unit 102	
	Orlando, Florida 32839	

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### furniture & accessories

Exhibiting Company: Booth:

SEATING						
Qty	Description	Discount	Standard	Total		
	Side Chair	40.00	50.00			
	Padded Folding Chair	40.00	50.00			
	Upholstered Arm Chair	60.00	70.00			
	Upholstered Counter Stool	70.00	85.00			
	Secretary chairs	70.00	70.00			
	Herman Millar Aeron Posture Fit	300.00	375.00			

ACCESSORIES					
Qty	Description	Discount	Standard	Total	
	Chrome Stanchion	28.00	35.00		
	Velvet Rope (gray/red)	15.00	19.00		
	Wastebasket	12.00	15.00		
	Sign Holder 22"x28"	42.00	53.00		
	Chrome Tripod Easel	28.00	35.00		
	Literature Rack	120.00	155.00		
	Bag Rack	37.00	46.00		
	Fish Bowl	15.00	19.00		
	Raffle Drum	85.00	106.00		
	Refrigerator 34"	175.00	225.00		
	Filing Cabinet (lockable) 28"	70.00	87.00		
	Glass Display Case	Call for			
	Podium	Call for			
	Grid Wall 2'x8' sections	80.00	100.00		
	Poster Board 4'x6'	97.00	122.00		
	Poster Board 4'x8'	115.00	144.00		

SPECIAL BOOTH DRAPE									
Qty	Descrip	otion			Discou	Int	Standard		Total
	White '	Vinyl Table Cov	er		12.00		15.00		
	Table S	kirt 30"			55.00		69.00		
	Table S	kirt 42"			60.00		75.00		
	Spandex Cocktail cover				59.00		74.00		
	8' Mas	king Drape			10.00/	'lf	12.00/lf		
	3' Mas	king Drape			7.00/l	F	9.00/lf		
	8' Upri	ght			9.00		11.00		
	3' Upri	ght			9.00		11.00		
	Cross Beam				9.00		11.00		
	When ordering, please select color below								
Bla	ick	Blue		Bu	rgundy		Gold		Peach
Gra	ау	Red		Tea	al		White		Mauve

TABLE TOP RISERS						
Qty	Description	Discount	Standard	Total		
	4' Single Step 12' High	25.00	31.00			
	6' Single Step 12' High	35.00	44.00			
	8' Single Step 12' High	45.00	56.00			

Charges listed include delivery to your booth and removal at the close of show. If you are looking for furnishings that are not listed please contact Goben CS for request. All ordered furnishings and accessories are rentals, not sales as they must be returned at the end of show.

THIS FORM MUST BE ACCOMPANIED BY: **CREDIT CARD BILLING CARD AUTHORIZATION or the** THIRD PARTY CREDIT CARD BILLING FORM. ORDERS WITHOUT PAYMENT CANNOT BE PROCESSED.

	TABLES									
				2	24"	Drap	ed Tabl	e		
			,	w/white plas	tic	top a	nd drap	ed c	on 3 sides	
Qt	ty	Descri	ptio	n			Discou	int	Standard	Total
		4' long	g 30'	″high			80.00		100.00	
		4' long	g 42	" high			95.00		119.00	
	6' long 30" high			95.00		119.00				
		6' long	g 42	″ high			110.00	)	137.00	
		8' long	g 30	" high			110.00	)	137.00	
		8' long	g 42	″ high			125.00	)	156.00	
	To have the 4 <sup>th</sup> side draped			d	27.00		34.00			
	When ordering, please select a color below									
	Bla	ck		Blue		Bu	rgundy		Gold	Peach
	Gra	iy		Red		Tea	al		White	Mauve

24" Undraped Table w/white plastic top							
Qty	y Description Discount Standard Total						
	4' long 30"high	45.00	56.00				
	4' long 42" high	60.00	75.00				
	6' long 30" high	60.00	75.00				
	6' long 42" high	75.00	94.00				
	8' long 30" high	75.00	94.00				
	8' long 42" high	90.00	113.00				

### **ROUND COCKTAIL TABLES**

(Tables are laminated and do not come with a table skirt. Spandex coverings are available at an additional charge in the special booth drape)

Qty	Description	Discount	Standard	Total
	24" Diameter 30" High	75.00	89.00	
	24" Diameter 42" High	80.00	95.00	
	30" Diameter 30" High	90.00	108.00	
	30" Diameter 42" High	95.00	114.00	
	36" Diameter 30" High	105.00	126.00	
	36" Diameter 42" High	110.00	123.00	

### **CUSTOM BAR STOOLS & COCKTAIL TABLE**

Black or White (mix & match)							
Qty	Description Discount Standard Total						
	Bar stool (adjustable height)	\$140.00	\$175.00				
	Cocktail table	\$150.00	\$187.00				

Sofas are available upon request.

Martini Bar available upon request.

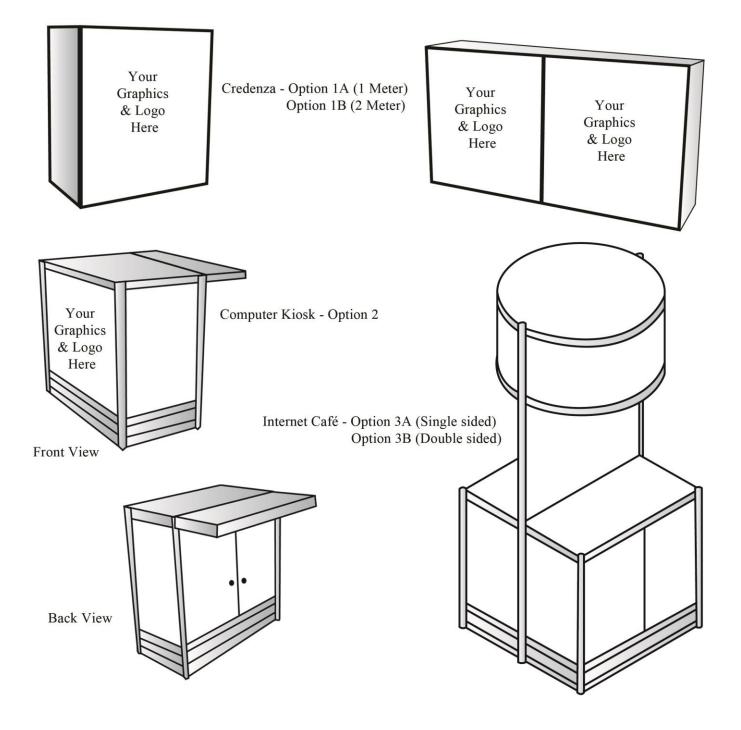
Furnishings Subtotal:	
Sales Tax:	
6.5%	
Furnishings	
Total:	

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### credenza/computer

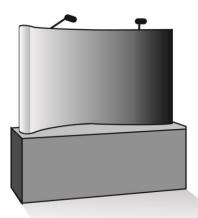


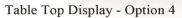
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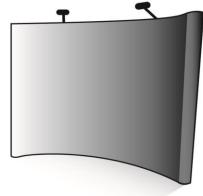


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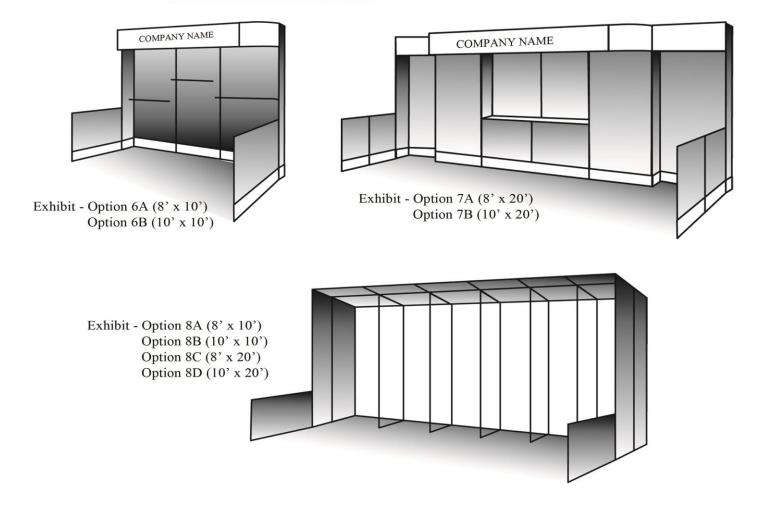
### custom rental units







8' Popup Display - Option 5



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### rental unit order

Exhibiting Company: Booth:

	Credenza & Computer kiosk's (white panels)							
Qty	Option	Discount	Standard	Total				
	1A	\$298	\$372					
	1B	\$398	\$497					
	2	\$385	\$481					
	3A	\$650	\$810					
	3B	\$975	\$1200					
	Additional	options ava	ilable					
Qty	Option	Discount	Standard	Total				
	Colored panels	\$110.00	\$137.00					
	Black							
	Gray							
	Blue							
	Lockable Doors	\$25.00	\$31.00					
	Company Logo/Graphics	Call						

	Table Top & Pop Up									
Qty		Option	Discount	Standard	Total					
	4		\$260	\$325						
		5	\$560	\$700						
		Black								
		Blue								

Step	Step 1 - Custom Rental Exhibit (6 & 7)								
Qty	Option	Discount	Standard	Total					
	6A	\$1600	\$2000						
	6B	\$1600	\$2000						
	7A	\$3500	\$4370						
	7B	\$3500	\$4370						
	Choose your sintra panel colors								
	White								

Black

Step	Step 1 – Custom Rental Exhibit (8)								
Qty	Option	Discount	Standard	Total					
	8A	\$2000	\$2500						
	8B	\$2000	\$2500						
	8C	\$3850	\$4800						
	8D	\$3850	\$4800						
	Choose your Plexi Glass colors								

### White Blue

Blue & White (mix)

Bring your exhibit to life with our eye catching color panels. Choose from our standard colors & Materials or you may also order designer panels - colors are available upon request.

All orders and accessories are rentals, not considered sales as they must be returned at the end of show.

COLORS OF KÖMATEX®

THIS FORM MUST BE ACCOMPANIED BY: CREDIT CARD BILLING CARD AUTHORIZATION or the THIRD PARTY CREDIT CARD BILLING FORM. ORDERS WITHOUT PAYMENT CANNOT BE PROCESSED.

Step 2 – Choose your Carpet Color Black

Gray

Blue

Red

Burgundy Teal Hunter Green

### Step 3 – Clearly Indicate your Header Copy

### Step 4 – Choose your Letter Coloring

Black		Burgundy
Gray		Teal
Blue		Hunter Green
Red		Yellow

If color selection is not indicated the color will be Black.

Step	Step 5 – Choose your Accessories									
Qty	Option	Discount	Standard	Total						
	Double sided Velcro	call	call							
	Clip on Spotlights	\$35.00	\$44.00							
	Ground spot lights	\$35.00	\$44.00							
	Power Strip	\$15.00	\$19.00							
	Extension Cord	\$15.00	\$19.00							
	Additional Flat Shelf	\$30.00	\$38.00							
	Literature rack	\$70.00	\$88.00							

Special Artwork or logos will be quoted upon request. Please email samples with this order and comments below

#### Custom Rental Unit (6 & 7) price Includes:

Delivery, set up and removal at the close of show. Lights, Company header in block lettering and carpet. **Custom Rental Unit (8) includes:** The above minus the header.

**Remember to order the following items as desired**. They are NOT included with the units. Graphics, logos, Furniture, Electrical, Floral & cleaning service.

All packages can be customized or modified, depending on your specific requirements.

	Exhibit	
5	Rental Unit	
	Accessories	
	Sales Tax:	
	6.5%	
	Total:	

Exhibitor Service Kit | Discount Price Deadline Date: \*\*Friday, October 5, 2018\*\*

### **Goben**

1600 33<sup>rd</sup> Street, Unit 102 Orlando, Florida 32839 T. 407.872.2223 F. 407.872.8644 Email: orders@gobencs.com

### carpet & padding

Exhibiting Co	ompany:											
Booth:												
				INI		OTH CARP	<b>-T</b>					
				IIN-			C I					
Check One	Size	Discount	Standard	Tota	al	Ì		Black		Burgu	indy	
	10' x 10'	\$160.00	\$199.00					Gray		Teal		
	10' x 20'         \$320.00         \$398.00         Blue         Hunter Green           10' x 20'         \$490.00         \$507.00         Red         Image: State											
	10' x 30'	\$480.00	\$597.00									
							Booth	carpet includes t	ape on ti	ne front, towar	ds the aisle	2.
				CARPE	r paddi	NG & VISQ	UEEN					
Padding	Во	oth Size						Discount		Standard		
½" Thick		Х		Ft. =		Sq ft.	Х	\$0.95	Or	\$1.20	\$	
1" Thick		Х		Ft. =		Sq ft.	Х	\$1.90	Or	\$2.40	\$	
Viceucor								Discount		Standard		
Visqueen Booth Size		Х		Ft. =		Sq ft.	Х	\$0.95	Or	\$1.20	\$	
B00til 3126		Λ	R		 calculate		l			\$1.20	Ş	
	Rates are calculated at Per Square Foot											
					CARPE	T TAPE						
			Rat	te								
Lineal Ft.		X	\$1.0	65	\$							
Most facilities	require taping	of the front e	dge of carp	et for saf	ety purp	oses.						
			101					DET				
			131		018-3	PECIAL CUT		PEI				
								Discount		Standard		
Booth Size		Х		Ft. =		Sq ft.	Х	\$2.50	Or	\$3.10	\$	
Rates are calc	ulated at Per So	quare Foot ~ N	1inimum of	100 squa	are feet							
					DELLIX	CARPET						
					DLLUX	CANFEI			_			
								Discount		Standard		
Booth Size		Х		Ft. =		Sq ft.	Х	\$3.25	Or	\$4.05	\$	
Rates are ca	lculated at Per	Square Foot ~	Minimum o	of 200 sq	uare fee <b>t</b>		W/b	on ordering place	so soloct	a color bolow		
						Blac		en ordering pleas Burgund		Blue		
						Red		Teal		Gray		
							Ac	Iditional colors av	/ailable u	ipon request		
Rates are calcul	lated at Per Squ	iare Foot ~ Mi	nimum of 1	00 squar	e feet							
Listed prices on	carpet include del	ivery. installation	and	THIS FO		BE ACCOMPANI	ED BY:		rpet			
removal. Carpet C	Ordered in multiple	s are not guarante	ed in CR	EDIT CARD	BILLING CA	RD AUTHORIZ	ATION o	or the Sub	total:			
a color match. ( date are subject t	Custom carpet ord o availability.	ers after the dea	dline	THIRD P	ARTY CRED	T CARD BILLING	5 FORM	Sale	es Tax:			
									.5%			
									rpet otal:			

Exhibitor Service Kit | Discount Price Deadline Date: \*\*Friday, October 5, 2018\*\*

### **Goben**

1600 33<sup>rd</sup> Street, Unit 102 Orlando, Florida 32839 T. 407.872.2223 F. 407.872.8644 Email: orders@gobencs.com

### cleaning services

		_							
Exhibiting Co	mpany:								
Booth:									
				ONE T	IME BOOTH CLEA	NING	i		
				Cleaning	g done prior to show	oper	ıs		
							Rate		
Booth Size			Х	Ft. =	Sq ft.	Х	\$0.32	\$	
				1	•			. ·	
			<u></u>		LY BOOTH CLEANI				
			Cleaning c	done prior to sho	w open and each mo	orning	g before show	starts	
								1 <b>.</b> -	_
	1						Rate	X # of Days	
Booth Size			Х	Ft. =	Sq ft.	Х	\$0.29		\$
				EMPT	(WASTEBASKETS		(		
					stebaskets at the en	-			
				1,0			•		
							Rate	X # of Days	
Booth Size			Х	Ft. =	Sq ft.	Х	\$0.25		\$
	I				1	11	·		
					PORTER SERVICE				
Duine in 1					Per 10' booth space				
Price includ	es empt	ying wa	astebasket and p	olicing exhibit ar	ea at two hour inter	vais d	uring show up	to a maximum of 8 h	ours straight time
		1		· · · ·	<u></u>	_			
# of 10' section	ons		Rate	X #	of Days				
		Х	\$80.00			\$			

Vacuuming or sweeping of booths and emptying of wastebaskets are not included in your booth space rental. If you require these services, they must be ordered. All rental carpets are delivered clean to your booth, however during exhibitor setup should the carpet become soiled, we suggest that you order the basic cleaning services prior to show opening at its current prevailing rate. All rates are based on gross square footage of your booth with a 100 square foot minimum per day. When ordering daily cleaning, you must order for every show day. THIS FORM MUST BE ACCOMPANIED BY: CREDIT CARD BILLING CARD AUTHORIZATION or the THIRD PARTY CREDIT CARD BILLING FORM

Cleaning Subtotal:	
Sales Tax: 6.5%	
Cleaning	
Total:	

Exhibitor Service Kit | Discount Price Deadline Date: \*\*Friday, October 5, 2018\*\*



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Exhibiting Company	Booth #	
Contact Email	Phone #	

### **Digital Graphics:**

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

**STANDARD SIZES** MATERIAL Qty SIZE Thickness Discount Standard Total 11" x 17" Foam Board 3/16" \$40.00 \$50.00 22" x 28" 3/16" \$80.00 Foam board \$64.00 24" x 36" Ultramount 3/16" \$94.00 \$117.00 28" x 44" Ultramount 3/16" \$132.00 \$165.00 Misc Other

Qty	DIRECTIONAL BOARDS (½" Foam board)	Size	Discount	Standard	Total
	Single sided	2' x 5'	\$138.00	\$172.00	
	Double sided	2' x 5'	\$243.00	\$243.00	
	Meter Board - Single sided	3' x 7'	\$324.00	\$405.00	
	Meter Board - Double sided	3' x 7'	\$558.00	\$697.00	
	Half Moon Feet (Foam board)		\$30.00	\$37.00	
	Spider Feet (Metal)		\$30.00	\$37.00	

Qty	HANGING BANNERS (With Grommets)	Size	Discount	Standard	Total
	Single sided Economy (one time use)	4' x 6'	\$216.00	\$270.00	
	Single Sided – Heavy duty material (Multi Use)	4' x 6'	\$280.00	\$350.00	
	Double Sided – Heavy Duty (Multi Use)	4' x 6'	\$518.00	\$647.00	
	Single sided Economy (one time use)	4' x 8'	\$288.00	\$360.00	
	Single Sided – Heavy duty material for multi use.	4' x 8'	\$374.00	\$467.00	
	Double Sided – Heavy Duty (Multi Use)	4' x 8'	\$691.00	\$863.00	

### **GRAPHIC FILE COMPATABILITY INFO (To be emailed)**

- CMYK JPEGs 150ppi at full size (300ppi scaled to 50% for example)
- Print ready PDF (PDF/X-1a:2001) or (High Quality Print) setting. Any bitmap images down sampled 150ppi at full size.
- Adobe Illustrator, Photoshop or InDesign up to CS5. All bitmap links, 150ppi at full size.

We can also accept some of the more common graphic format files such as .tif, jpg, .pcx, gif, etc. However, these files are bitmap images that are resolution-reliant. A low resolution doc may be fine for a web page or business card, when it is enlarged for a big sign or banner, the image suffers in that it becomes blurry or pixilated with "stair stepped" edges. When sending bitmap files for large graphics the higher the resolution the better.

If in doubt, or have any questions, please contact us at <a href="mailto:info@gobencs.com">info@gobencs.com</a>

THIS FORM MUST BE ACCOMPANIED BY: CREDIT CARD BILLING CARD AUTHORIZATION or the THIRD PARTY CREDIT CARD BILLING FORM. ORDERS WITHOUT PAYMENT CANNOT BE PROCESSED.

Furnishings Subtotal:	
Sales Tax: 6.5%	
Furnishings Total:	

Exhibitor Service Kit | Discount Price Deadline Date: \*\*Friday, October 5, 2018\*\*



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	А	В	С	D
Option 1	Boston Fern	Pothos	lvy	Orchid
	Doston rem	10005	ivy	orenia
Option 2 Flowering				
	Kalanchoes	Blooming mum	Azalea	Bromeliad
Option 3 2'			A A	
	Ficus Bush	Arboricola	Spathiphyllum	Croton
<b>Option 4</b> 3' - 4' 5'	Ficus Standard	Cat Palm	Fird of Paradise	With the second seco
	Ficus Standard	Cat Palm	Bird of Paradise	iviarginata
Option 5 6' 7' & taller Special order	Palm	Arianty Delta		Eincontract

Palm Majesty Palm Adonidia Double Ficus Standard

### Exhibitor Service Kit | Discount Price Deadline Date: \*\*Friday, October 5, 2018\*\*



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floral

Total

Standard

\$169.00

\$169.00

\$213.00

### **Exhibiting Company Name:**

Booth#

**DISCOUNT DEADLINE** 

Specialty Orders must be received by

#### **Order Details**

Goben CS reserves the right to make substitutions if a particular item is not available at the time of show. Goben CS will select at no risk. All flowering plants are based upon availability.

If you are looking for arrangements that are not listed, please give Goben Convention Services a call for pricing and availability.

**Option 5** 

Discount

\$135.00

\$135.00

Size

6'

6'

Option

Α В

24" Tropical

		FLORAL – FOILAGE – LIVE PLANTS						
				_				
0	ption 1							
	Discount	Standard	Total		Qty	Option		

	Option 1						
Qty	Option	Discount	Standard	Total			
	A <b>\$40.00</b>		\$50.00				
	В	\$40.00	\$50.00				
	С	\$40.00	\$50.00				
	D	\$50.00	\$62.00				

	Option 2 (Seasonal)						
Qty	Option	Discount	Standard	Total			
	A	\$40.00	\$50.00				
	В	\$40.00	\$50.00				
	С	\$40.00	\$50.00				
	D	\$45.00	\$56.00				

	Option 3							
Qty	Option	Size	Discount	Standard	Total			
	A	2′	2′ <b>\$47.00</b>					
	В	2′	\$47.00	\$59.00				
	С	2"	\$47.00	\$59.00				
	D	2′	\$47.00	\$59.00				

	С	6'	\$135.00	D	\$169.00			
	D	6'	\$135.00	0	\$169.00			
	A,B,C,D	7'		(Call	)			
	Floral Arrangements							
Qty	Description		Discount	Sta	ndard	Total		
	12" Arrangement		\$93.00	\$	116.00			
	24" Arrangement		\$116.00	\$	145.00			
	12" Tropical		\$132.00	\$	165.00			
	Arrangem	ent						

Custom Arrangement	(ca	ll)			
Color Preference (if available)					

\$171.00

Option 4								
Qty	Qty Option Size Discount Standard Total							
	A 3' - 4' <b>\$63.00</b> \$7		\$79.00					
B 3'-4' <b>\$63.00</b> \$79.00								
	C	3' - 4'	\$63.00	\$79.00				
	D	3' - 4'	\$63.00	\$79.00				
	A	5′	\$79.00	\$99.00				
	В	5′	\$79.00	\$99.00				
	C	5′	\$79.00	\$99.00				
	D	5′	\$79.00	\$99.00				

SILK ARRANGEMENTS							
Qty	Option	Discount	Standard	Total			
	Ivy	\$25.00	\$32.00				
	Floral Arrangement	\$65.00	\$82.00				
	4' Green Plant	\$48.00	\$60.00				
6' Green Plant		\$74.00	\$93.00				
	9' Green Plant	\$135.00	\$169.00				

Charges listed include delivery to your booth and removal at the close of show. No credit or refunds will be issued on floral orders cancelled within 5 days of delivery. All ordered are rentals, not considered sales as they must be returned at the end of show. Note: Damaged or stolen plants are Exhibitors Responsibility, to be paid for at retail value.

THIS FORM MUST BE ACCOMPANIED BY: CREDIT CARD BILLING CARD AUTHORIZATION or THIRD PARTY CREDIT CARD BILLING FORM. **ORDERS WITHOUT PAYMENT CANNOT BE PROCESSED** 

Services	
Subtotal:	
Sales Tax:	
6.5%	
Services	
Total:	

Arrangement

Exhibitor Service Kit | Discount Price Deadline Date: \*\*Friday, October 5, 2018\*\*



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### audio visual

### Exhibiting Company Name:

Booth#

### Please note pricing is charged on a daily rate, however max charge will be 3 days A wide range of items are available. If they are not listed below please call for pricing and availability.

Monitors (Flat screen)						
		# of	Daily	Rates		
Qty	Description Size	Days	Discount	Standard	Total	
	19" LED		\$70.00	\$87.50		
	23" LED		\$125.00	\$156.00		
	32" LED		\$250.00	\$312.00		
	42" LED		\$300.00	\$375.00		
	46" LED		\$350.00	\$438.00		
	50" LED		\$400.00	\$500.00		
	55″ LED		\$450.00	\$562.00		
	60" LED		\$550.00	\$687.00		

Monitor Stands (required for 32" Monitors and up)							
	# of Daily Rates						
Qty	Description	Days	Discount	Standard	Total		
	Table Stand		\$25.00	\$31.25			
	Wall Mount		\$25.00	\$31.25			
	Floor Stand		\$75.00	\$94.00			

	Computers						
	# of Daily Rates						
Qty	Description	Days	Discount	Standard	Total		
	Laptop Computer		\$125.00	\$156.00			
	iMac 27" Core i7		\$350.00	\$437.00			
	Software Licence		30.00	-	\$30.00		

Office Equipments							
	# of Daily Rates						
Qty	Description	Days	Discount	Standard	Total		
	Wireless Keyboard/mouse		\$25.00	\$32.00			
	Fax Machine		\$75.00	\$94.00			
	HP Laser Printer		\$125.00	\$156.00			
	Table Top Copier		\$125.00	\$156.00			

Projection Equipment (LCD Projectors)							
		# of	Daily	Daily Rates			
Qty	Description	Days	Discount	Standard	Total		
	Sanyo (3000 lumen)		\$300.00	\$375.00			
	Sanyo (5000 lumen)		\$600.00	\$750.00			
	Single mount flyware		\$30.00	\$37.00			
	Lenses available		Call				
	6' Tripod Screen		\$35.00	\$44.00			
	8' Tripod Screen		\$40.00	\$50.00			
	10' Cradle Screen		\$75.00	\$94.00			
	6' x 8' Fast Fold Screen						
	Front		\$75.00	\$94.00			
	Rear		\$85.00	\$107.00			
	Trim		\$85.00	\$106.00			

Video Players							
		# of	Daily	Daily Rates			
Qty	Description	Days	Discount	Standard	Total		
	DVD Player		\$40.00	\$50.00			
	DVD Blue Ray		\$80.00	\$10000			
	DVD Multi Zone		\$125.00	\$157.00			
	Pro DVD Player		\$125.00	\$157.00			
	DVD Blu Ray Recorder		\$200.00	\$250.00			

Locks iPad securely						
# of Daily Rates						
Total						

Exhibitors are required to provide the necessary cables to hook up devices to TV/Monitors. If you request Goben CS to provide the necessary cables then you must specify the cables required. Standard cables are available for rent at a cost of \$10 each

Specialty cables are also available. Goben CS must be contacted in order to confirm availability.

### **Rental Procedures:**

All equipment will be delivered, installed and tested. A service fee (delivery & pick up) equal to 20% of the equipment subtotal will be charged on all rentals. (minimum \$50)

Cancellation fees of 25% will apply to orders cancelled within 5 days of delivery.

All ordered furnishings and accessories are rentals, not considered sales, they must be returned at the end of show.

Customer is responsible for contacting the electrical contractor for power requirements.

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Equipment Total	
Sales Tax 6.5%	
( Equipment rental only)	
Service fee 20%	
(Equipment total only)	
Total	

Exhibitor Service Kit | Discount Price Deadline Date: \*\*Friday, October 5, 2018\*\*



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### labor & forklift

Exhibiting Company:	
Booth:	

LABOR RATES				
Straight Time \$79.00 p/p/p/h				
Overtime	<b>\$118.50</b> p/p/p/h			
Double-Time	<b>\$158.00</b> p/p/p/h			

The current listed hourly rates are listed at a per person, per hour as indicated by p/p/p/h. Work will be done on a straight time basis if possible. However, overtime charges will be involved on all show floor orders.

#### **OVERTIME HOURS**

Overtime hours are before 8:00am or after 4:30pm Monday – Friday and all day Saturday. Overtime hours are also applied to labor services ordered on show-site regardless of the time.

#### **DOUBLE-TIME HOURS**

Double-time hours are Monday- Saturday 12:00 midnight - 6:00am and all day Sunday and Holidays.

#### NON-USE OF ORDERED LABOR SERVICES

If an exhibitor fails to pick up labor time as ordered, a 1 (one) hour per worker no show charge will be applied to the clients invoice.

### LABOR RATES & DETAILS

LABOR PLAN A

Supervision by Goben Convention Services

Exhibits will be setup prior to exhibitor's arrival under the direction of Goben Convention Services Personnel.

The supervision charge for this service is 30% of the total labor bill, with a minimum charge of \$40.00.

### LABOR PLAN B

#### **Supervision by Exhibiting Personnel**

Supervisor must check in a Service Desk to pick up laborers.

Upon completion of work, supervisor must return to the service desk to release laborers.

Start time only guaranteed where labor is requested at the start of the working day, unless the official setup time is later in the day.

Workers are assigned orders and completion time of their assignments is uncertain. Therefore starting time cannot be guaranteed although every effort will be made to provide labor at requested times

Selection of Labor Plan: (Select One)

Labor Plan A an: Labor Plan B

#### Upon selection, fill out the details of your labor plan below

	Date	Time	# of Laborers	Hours per Laborer	Hourly Rate	Total Cost
Install						
Dismantle						
Supervision						
Total						

	FORKLIFT ORDER – 5000lbs					
	FORKLIFT LABOR RATES	A forklift operator and crew will be assigned at the following rates per hour. If				
Straight Time \$188.00 per hour		additional personnel are required to assist, you will be billed at the hourly lal				
Overtime	<b>\$230.00</b> per hour	rates. Forklift crews do not need to be ordered if this is part of the material handling process. Orders received after the discount date will incur a 20%				
Double-Time	\$326.00 per hour	surcharge. Order received on-site will incur a 30% surcharge.				

	Date	Time	Additional Laborers	Hours Per Laborer	Hourly Rate	Total Cost
Install						
Dismantle						

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Services Subtotal:	
Services Total:	

Exhibitor Service Kit | Discount Price Deadline Date: \*\*Friday, October 5, 2018\*\*



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### **EXCLUSIVE** Material Handling Contractor

Goben Convention Services are under contract with C130. We will handle ALL freight/exhibit material in and out of the ballroom. For your convenience labels are provided in this exhibitor manual. You must return in advance of the show the Method of payment form, along with the completed Material handling service & rates form.

Advance Freight Shipments (Ship as early as possible)

You get 30 days storage included with Material Handling fees!

Warehouse receiving hours are 9am - 4:00 pm, Monday – Friday. Shipments can begin arriving Sept.  $17^{\text{th}}$  and should arrive no later than Oct  $19^{\text{th}}$ . Shipments that arrive at the advance warehouse after Oct  $12^{\text{th}}$  will be charged a late fee of 25% of the material handling fee.

Please ship to the advance warehouse and you will only be charged onetime. It is much less expensive to ship to the advance warehouse and be charged a one-time material handling fee than to send to the hotel and be charged twice for the same service.

### **Direct to Show Site Shipments**

Do not ship freight to the show-site prior to the move in day!

Freight shipped to the venue before the move in day will either be <u>REFUSED</u> or you will be charged a handling & storage fees from the hotel. The freight will then be turned over to Goben CS for delivery to the exhibit hall and you will <u>ALSO</u> be charged material handling fees, <u>even if you are a guest of the hotel.</u>

*Please note*: Mislabeled packages have the potential of being refused at show site. Please remember to include C130 TCG c/o Goben CS on all packages AND remove all old labels from packaging.

### Overtime +25% (inbound and/or outbound)

A overtime surcharge, per cwt, for each occurrence will apply if:

-Shipments are received on overtime (Monday-Friday, before 8:00am and after 4:30pm and ALL DAY Saturday, Sunday and Holidays).

-A surcharge applies if your shipment is moved to or out of show site on overtime due to scheduling beyond Goben CS control.

-A surcharge will apply if your advanced shipment is received at the warehouse on straight-time, but had to be delivered to show site on overtime due to a scheduling beyond the control of Goben CS.

### Special Handling +30% (inbound and/or outbound)

A special handling surcharge, per cwt, for each occurrence will apply if: -Uncrated shipments that must be taken off pallets and hand carried in loose will be charged an additional 30%.

-Van Lines, loose, uncrated or improperly packaged materials, or those delivered by a carrier not providing supporting paperwork will be charged an additional 30%.

- Items that are too large to fit through ballroom doors and must be uncrated in hallway or loading dock

- Goben CS will not be held responsible for the dimensions of the hotel dock doors, freight elevator or the ballroom doors.

### UPS, Fed Ex, DHL etc Shipments

Shipments delivered via small package carriers require additional time & Labor to unload, sort & deliver, herefore a special handling fee of 25% will be added to the material handling rate.

The above freight carriers DO NOT provide bills of ladings to note any damage or piece count. Therefore, Goben CS will NOT be responsible and will not accept any claims for any reason involving carriers that do not use bills of lading.

### material handling information

### Outbound Instructions at close of show

It is the exhibitor's responsibility to arrange outbound shipments with their designated carrier (If other than UPS Freight). Schedule your carrier to pick up your freight, directly from the exhibit hall, no later than the reroute time. (Reroute time is 7:01pm)

\*If an exhibitor is shipping out via UPS or Fed Ex and they fail to pick up or the facility does not allow us to turn the items over for their daily pick up, then your items will be taken back to Goben's warehouse to ship out if room allows on our truck. Fees will be apply and will be added to the final invoice. (Also applies to common carriers)

At the close of the show, each exhibitor must fill out a **Bill of Lading and** hand in to the on-site service desk. Outbound shipping forms will be available at the service desk. Should the exhibitor fail to provide outbound shipping paperwork and it is not turned into the service desk, a labor charge will be added to the exhibitor's final invoice.

Any shipment left in a booth for which no disposition is provided, or if requested carrier fails to pick up or refuses to take shipment, Goben Convention Services reserves the right to re-route shipment using UPS Freight or return material to our warehouse at the exhibitor's expense. For more information, please see the Move Out information sheet enclosed in this manual.

### Material Handling - Does NOT Include

-Labor and/or equipment for uncrating, un-skidding, assembling, dismantling, re-crating and re-skidding. These services may be ordered by filling out the labor forms included in this manual.

-Scheduling any carrier for pick up or delivery of your materials, if other than the official show carrier (UPS Freight).

-As an exhibitor it is your responsibility for providing your carrier with the proper delivery and pick up information.

### Material Handling - DOES Include

-Receiving and unloading your shipment at our warehouse (30 days free storage prior to show date).

-Reloading on the Goben Convention Services trailer.

-Delivery of shipment to the exhibit hall

-Placement of shipment in your booth space

-Removal of empty containers

-Return of empty containers at close of show (All containers must be empty when stored, Goben Convention Services assumes no liability for material or equipment left inside a container marked as empty).

-Removal of all packed and labeled materials from the exhibit booth.

-Reloading on to an outbound carrier for return shipment (based on shipping information provided on your show Bill of Lading).

Charges for the above services will be based on the inbound weight only (each shipment is evaluated separately), whether the above services are used completely or in part. Refer to the material handling services and rates for detailed pricing information.

Weight taken from inbound bill of ladings is rounded up to the next hundred pounds. Goben Convention Services will assign a weight to shipments arriving without a bill of lading of certified weight tickets. Shipments received without weight tickets will be charged an additional 30%.

### Research + 30%

If exhibitor name, show name etc is not visible on the shipping label, a research rate will apply in addition to your material handling rate.

Exhibitor Service Kit | Discount Price Deadline Date: \*\*Friday, October 5, 2018\*\*



1600 33<sup>rd</sup> Street, Unit 102 Orlando, Florida 32839 T. 407.872.2223 F. 407.872.8644 Email: orders@gobencs.com

### **Money Saving Tips**

Consolidate shipments when total weight is less than 200lbs. **3** Separate Shipments 65lbs charged @ 200lbs \$152.00 89lbs charged @ 200lbs \$152.00 42lbs charged @ 200lbs \$152.00 Total 196lbs Total cost \$456.00

1 Consolidated Shipment 3 pieces (1 shipment) 196lbs @ 200lbs = \$152.00 Total Savings: \$304.00

#### Additional charges may be applicable to the CWT rates

### **Recommended Inbound & Outbound Freight Carrier**

UPS Freight is the preferred show carrier. If you use UPS Freight you do not need to worry about scheduling freight carriers, waiting charges or forced freight shipments.



800.988.9889

www.UPSFreight.com

CONVENIENT 24 HOUR TRACKING

#### UPS FORM LOCATED AT THE BACK OF THIS MANUAL MENTION SHOW NAME FOR DISCOUNTED SHOW RATES

### **Misc Material Handling Information**

-Goben Convention Services will not be responsible for piece count or condition of shipments that are delivered without supporting bill of lading or delivery slip.

- Remember that all shipments must be PREPAID, DO NOT SHIP "COLLECT". All shipments sent "COLLECT" WILL BE REFUSED.

You may confirm receipt of your shipment by calling GobenCS 407.872.2223 -Exhibitors can hand carry their own materials into the exhibit hall, provided they use their personal vehicle and company employees to do so. Freight being delivered to the loading dock in vehicle other than personal must be unloaded and delivered by Goben Convention Services.

Due to insurance purposes.....No material handling equipment such as dollies or pallet jacks shall be used by anyone other than Goben CS.

-If you have brought in your own materials in and wish to have Goben CS store your empty containers, there will be a charge of \$20.00 per item or \$0.20c per lb whichever is greater.

-Shrink wrap and banding will incur a one ½ hour labor charge.

### **Empty Container Storage**

Storage of empty containers is included with your material handling service. Empty containers must be labeled with an "empty" sticker. Before the show opens, all trash will be removed from the aisles, Goben CS is NOT responsible for containers nor packaging materials that are not properly labeled with "empty" stickers. Stickers are available at the service desk.

If you do not use Goben CS material handling service but would like your empty containers stored during the show, there is a fee of \$25.00 per piece for storage.

#### **Return to Goben Convention Services Warehouse**

If you wish to have your freight returned to Goben Convention Services Warehouse, prior arrangements must be made with our office staff. Please note that Goben Convention Services warehouse address may NOT be the same as the advanced shipping address.

### Short Term / Long Term Storage Options

Storage facilities are available for short and long term, please call for a quote if there is interest for this service.

### material handling information (con't)

### Insurance

It is understood that Goben Convention Services is not an insurer that insurance, if any, should be obtained by the exhibitor.

Exhibitors are recommended to carry All-Risk Insurance covering your materials against damage, loss and all other hazards from the time of shipping to returning from show. This can usually be done by adding "riders" to existing policies.

### Limitation of Liability & Responsibility

Goben Convention Services shall not be responsible for damage to uncrated materials; materials improperly packed or concealed damage.

Goben Convention Services shall not be responsible for loss, theft or disappearance of exhibitor's materials after same has been delivered to exhibitor's booth.

Goben Convention Services shall not be responsible for loss, theft or disappearance of materials before they are picked up from exhibitor's booth for reloading after the show. Bills Of Lading covering outgoing shipment, which are furnished by Goben Convention Services to exhibitors will be checked at time of actual pick up from the booth and corrections are made where discrepancies occur.

Goben Convention Services shall not be responsible for loss, damage or delay due to fire, Acts of God, strikes, lockouts or work stoppages made where discrepancies occur.

Goben Convention Services Liability shall be limited to the physical loss of or damage to specific article which is lost or damaged, and in any event Goben Convention Services maximum liability shall be limited to \$0.30 per pound per article with a maximum liability of \$50.00 per item, or \$1,000.00 per shipment, whichever is less.

Claims for loss or damage must be submitted to Goben Convention Services prior to the close of show. No suit or action shall be brought against Goben Convention Services more than one year after the accrual of the cause of action.

The consignment or delivery of a shipment to Goben Convention Services by an exhibitor, or by any shipper to or on behalf of the exhibitor, shall be construed as an acceptance by such exhibitor (and/or other shipper) of the terms and conditions set forth.

Empty container labels will be available at the Goben Convention Services Desk. Affixing the labels is the sole responsibility of the exhibitor or his/her representative. All previous labels should be removed or obliterated. Goben Convention Services assumes no responsibility for:

-Error to above procedures

-Removal of Containers with old empty labels and without Goben Convention Services Labels.

-Improper Information on Empty Labels

-Materials stored in container with empty labels.

Exhibitor Service Kit | Discount Price Deadline Date: \*\*Friday, October 5, 2018\*\*



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# material handling service & rates

Exhibiting Company: Booth:

### ADVANCE WAREHOUSE ADDRESS

Goben Convention Services JM Freight Logistics c/o UPS Freight 3315 Maggie Blvd., Suite 300 Orlando, FL 32811

Must be received by October 19, 2018

IMPORTANT MATERIAL HANDLING DATES					
	Mark your Calendar				
Shipments can start arriving at	September 17, 2018				
Advance Warehouse					
Last Day for Shipment to arrive	October 12, 2018				
at warehouse w/o surcharge					
Last day for shipments to arrive	October 29, 2018				
at warehouse					
Shipments can start arriving at	October 20, 2018				
Show Site	Starting at 12 noon				
	And October 21, 2018				
	9am -5pm				

### **FREIGHT RATES**

Rates below include receipt of your freight, delivery to your booth, removal, storage, return empty crates and at the end of the show movement of your freight from the booth to the loading dock and reloading onto the designated truck. Charges for this service will be based on the inbound rate and rounded up to the nearest one hundred weight. A 200lbs minimum per shipment applies. (\_\_\_\_\_ pounds ÷ 100 = \_\_\_\_\_ Total CWT) **Overtime:** In addition to your plan below please fill out plan C if your shipment is moved in and/or out of show site on overtime. (Monday-Friday, before 8:00am and/or after 4:30pm, ALL DAY Saturday, Sunday and Holidays).

PLAN	DESCRIPTION		<b>RECEIVED AT</b>	RATE PER CWT
Α	Package Shipments Received	Sept. 17 – Oct. 29	Warehouse	\$76.00
A+B	Late Shipment Surcharge	After October 12th	Warehouse	Additional 25%
С	Overtime in and/or out		WH/SS	Additional 25%
D	Special Handling (UPS, Fed-Ex, DHL etc)		WH/SS	Additional 25%
E	Special Handling (see material handling information)		WH/SS	Additional 30%
F	Package Shipments	Scheduled to arrive on Oct 20/21	Show Site	\$78.00
G	Small Package Shipment	Total Shipment of 25lbs	Show Site	\$50.00
н	Returned to Warehouse	Prior Arrangements must be made		Call for pricing
I	Shrink Wrap + one ½ hour Labor Charge		Per Skid	\$25.00 plus labor
J	Banding + one ½ hour Labor Charge		Per Linear Foot	\$1.25 plus labor
К	Shipments delivered before scheduled dates		WH / SS	Additional 25%

**FREIGHT PAYMENT COMPUTATION** – Please include if applicable the surcharges i.e. late, overtime in/and or out, special handling

	SELECT PLANS (A-J)	# OF PIECES	WEIGHT MIN 200lbs	RATE/CWT	TOTAL
Shipment 1					
Shipment 2					
Shipment 3					
Shipment 4					
Shipment 5					
Shipment 6					

Please take note of ORDER DEADLINE FOR MATERIAL HANDLING/SHIPMENTS LISTED ON THIS FORM. THIS FORM MUST BE ACCOMPANIED BY: CREDIT CARD BILLING CARD AUTHORIZATION or the THIRD PARTY CREDIT CARD BILLING FORM. ORDERS WITHOUT PAYMENT CANNOT BE PROCESSED. SUBMITTAL OF ORDER AFFIRMS THAT YOU UNDERSTAND THE TERMS & CONDITIONS LISTED ON THE MATERIAL HANDLING SECTION OF THE EXHIBITOR KIT.

Services	
Subtotal:	
Misc	
Services	
Total:	

Exhibitor Service Kit | Discount Price Deadline Date: \*\*Friday, October 5, 2018\*\*



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# exhibitor shipping information

Exhibiting Company:	
Booth:	

The following information is requested so that we may plan in advance and arrange for the proper equipment needed to offer the best possible service to you. We understand that your calculation is only an estimate. Invoicing will be done from the actual weight. Adjustments will be made accordingly.

### SHIPMENTS WILL BE SENT TO:

♦ ADVANCE WAREHOUSE ♦ SHOW SITE

### **INCOMING SHIPMENT**

Shipped from (city)					
Carrier			Tracking/Pro #		
Shipping date			Expected arrival date		
No. of Pieces			Estimated weight		
Dimensions of largest piece	Height:	Wic	lth:	Length:	
Misc Requirements					

### ADDITIONAL INCOMING SHIPMENT (Different location)

Shipped from (city)					
Carrier			Tracking/Pro #		
Shipping date			Expected arrival date		
No. of Pieces			Estimated weight		
Dimensions of largest piece	Height:	Widt	h:	Length:	
Misc Requirements					

#### **OUTGOING SHIPMENTS**

The below information is for back up should the on-site exhibitor fail to complete and turn in a bill of lading to Goben CS Personal.

### INSTRUCTIONS FOR OUTGOING SHIPMENTS

Ship To (Company)		♦ Prepaid	♦ Collect
Attention			
Address			
City/State/Zip			
Description			
No. of pieces	Total Weight		
Outbound Carrier	Pro #:		
	·	•	

Exhibitor Service Kit | Discount Price Deadline Date: **\*\*Friday, October 5, 2018\*\*** - ADVANCED WAREHOUSE SHIPPING LABEL –

	VAREHOUSE	ADVANCE WAREHOUSE		
EXHIBITION MATERIAL FROM	TO EXHIBITING COMPANY NAME	EXHIBITION MATERIAL FROM	TO EXHIBITING COMPANY NAME	
BOOTH #	BOOTH # SHOW NAME C130 TCG		SHOW NAME	
Goben Convention Services JM Freight Logistics c/o UPS Freight 3315 Maggie Blvd., Suite 300 Orlando, FL 32811		Goben Convention Services JM Freight Logistics c/o UPS Freight 3315 Maggie Blvd., Suite 300 Orlando, FL 32811		
Number	PIECES	Number O	F PIECES	
CA	RRIER	CAI	RRIER	

MAKE COPIES AND CUT AS NECESSARY - MAKE COPIES AND CUT AS NECESSARY - MAKE COPIES AND CUT AS NECESSARY

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	ADVANCE WAREHOUSE				ADVANCE W	/AREHOUSE	
EXHIBITI	ON MATERIAL FROM	TO EXHIBITING COMPANY NAME		EXHIBITIO	ON MATERIAL FROM	TO EXHIBITING COMPA	NY NAME
	воотн # SHOW NAME C130 TCG				BOOTH #	SHOW NAME	
	Goben Convention Services JM Freight Logistics c/o UPS Freight 3315 Maggie Blvd., Suite 300 Orlando, FL 32811		Goben Convention Services JM Freight Logistics c/o UPS Freight 3315 Maggie Blvd., Suite 300 Orlando, FL 32811				
Number	0	F	PIECES	Number	O	F	PIECES
     	CARRIER				CAR		

Exhibitor Service Kit | Discount Price Deadline Date: **\*\*Friday, October 5, 2018\*\*** - SHOW SITE SHIPPING LABEL –

SHOW SIT	E DELIVERY	SHOW SITE DELIVERY		
EXHIBITION MATERIAL FROM	TO EXHIBITING COMPANY NAME	EXHIBITION MATERIAL FROM	TO EXHIBITING COMPANY NAME	
BOOTH #	SHOW NAME C130 TCG	BOOTH #	SHOW NAME C130 TCG	
Caribe Royale Resort & Suites C/O Goben Convention Services 8101 World Center Drive Orlando, FL 32821		Caribe Royale Resort & Suites C/O Goben Convention Services 8101 World Center Drive Orlando, FL 32821		
Number	F PIECES	Number	OF PIECES	
CA	RRIER	CARRIER		
*		*		

MAKE COPIES AND CUT AS NECESSARY - MAKE COPIES AND CUT AS NECESSARY - MAKE COPIES AND CUT AS NECESSARY

SHOW SITE DELIVERY			SHOW SITE DELIVERY				
EXHIBIT	EXHIBITION MATERIAL FROM TO EXHIBITING COMPANY NAME		EXHIBITIC	ON MATERIAL FROM	TO EXHIBITING COMPA	NY NAME	
	BOOTH # SHOW NAME C130 TCG			BOOTH #	SHOW NAME C130 TCG		
	Caribe Royale Resort & Suites C/O Goben Convention Services 8101 World Center Drive Orlando, FL 32821		Goben Caribe Royale Resort & Suites C/O Goben Convention Services 8101 World Center Drive Orlando, FL 32821				
Number	C	)F	PIECES	Number	OF		PIECES
         	CARRIER			CARRIER			

### C-130 TCG International Technical Program Review Exhibitor Service Kit | Discount Price Deadline Date: **\*\*Friday, October 5, 2018**\*\*



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### move out information

On behalf of Goben Convention Services we would like to thank you for letting us assist you during the show. We hope the following information will help assist and expedite your move-out.

### EXHIBITOR MOVE-OUT START TIME and CLEAN/CLEAR TIME

Move Out Start Date	Move Out Start Time
October 23, 2018	5pm

ALL EXHIBITORS MUST BE OFF THE FLOOR BY

8pm October 23, 2018

NO EXCEPTIONS

Beginning the move out time, exhibitors may begin to dismantle their booths. All empty containers will automatically be returned to booths. Please keep all aisles clear to enable Goben Convention Services to complete this process in an expeditious manner. If you have ordered labor to dismantle your booth, be sure to confirm the start time of your works by checking in with the Goben Convention Services; Service Desk.

### **DRIVER CHECK-IN & BILLS OF LADING DEADLINES**

Driver Check In Date	Driver Check In Time	
October 23, 2018	7pm	
000000: 10, 1010	, p	

	Re-Route Time	
October 23, 2018	7:01pm	

### BILLS OF LADING DUE TO GOBEN CONVENTION SERVICES DESK BY

8pm	
October 23, 2018	



UPS Freight is the designated show carrier and a representative will be located at the Goben CS Service Desk. It is the exhibitor's responsibility to arrange outbound shipments with their designated carrier (If other than UPS Freight).

Schedule your carrier to pick up your freight, directly from the exhibit hall. Your freight carrier MUST be checked in at the Goben Convention Services freight dock no later than the driver check in time and bills of lading deadlines listed on this sheet and in the exhibitor manual to guarantee pick-up. In the event that your designated carrier fails to check in, pick up, refuses acceptance or freight disposition is not provided, Goben Convention Services reserves the right to force/reroute such shipments. Exhibitors will be charged accordingly for this service. No liability will be assumed by show management, Goben Convention Services or any subcontractors as a result of such rerouting or handling.

A bill of lading must accompany ALL outbound shipments. Exhibit personnel MUST prepare the outbound bill of lading & make sure each piece of freight is labeled with the destination address prior to departing the show. This form may be obtained at the Goben Convention Services Service Desk. All bills of lading must be turned into the services desk when all your shipments are packed, labeled and ready to ship. Failure to complete and turn in a bill of lading will result in a half hour labor charge.

Goben CS will not be responsible for literature/product not properly packed and labeled by exhibit personnel.

### DO NOT LEAVE BILLS OF LADING IN YOUR BOOTH!



# UPS Freight® Trade Show Services Outbound Shipping

UPS Freight, the official trade show carrier, is providing the following outbound shipping service. If you have any questions or need assistance, please call our Trade Show Services Team at 1 (800) 988-9889 today!

Don't wait! Complete this form and bring it back to the UPS Freight representative at the service desk the day before the show closes!

### Instructions

1. Prior to the end of the show, pick up a Bill of Lading form, shipping labels and Small Shipment Description form from the exhibitor service desk. Shipments going to multiple destinations require a seperate Bill of Lading for each shipment.

2. While at the trade show, see the UPS Freight representative to make arrangements to use the Fast Track shipping process available by using the Official Show Carrier.

3. At the close of the show, apply shipping labels to each piece and leave all freight pieces in your booth area.

4. Complete the Bill of Lading, particularly the "Address" portion and all shaded fields. Note UPS Freight as your carrier and indicate the delivery date needed.

5. After completing the Bill of Lading, return it to the exhibitor service desk before departing from show site.

Outbound Shipping Service Form	1
The following services are available. Please ch	eck the appropriate box.
Truck/Ground Service: 2-5 day service	Air Freight/Expedited Service: Guaranteed service for time-critical shipments.
Order infromation	
Booth #: Company Name:	Card Type (circle one): AmEx Visa MasterCard
	your credit card account for shipping and any additional charges that may occur in handling your ify that I have read and agree with the above statement. Inital here:
Cardholder Name:	Cardholder Phone:
Credit Card Number:	Expiration Date: CVV:
Credit Card Billing Address:	
City:	State: Zip Code:
Signature:	
By signing above, you agree to the terms and conditions as de	scribed on this payment form.
For UPS Freight use only:	
RO# for this shipment:	
lame of Show:	
harge Amount:	Date of Transaction://



www.Gobencs.com

A-1 Sofa - Black Suede 83"L x 32"D x 32"H

A-2 Loveseat - Black Suede 59"L x 32"D x 32"H

A-3 Chair - Black Suede 39''L x 32''D x 32''H

A-4 Bench - Black Suede 61''L x 20''D x 17''H

A-7 Corner - Black Suede 33"L x 33"D x 28"H

A-8 Armless - Black Suede 31"Lx 33"D x 28"H

A-9 Half Ottoman - Black Suede 72''Lx 36'Dx 18''H



### UPTOWN... BLACK SUEDE













2



### NEWPORT ... TAN SUEDE





B-1 Sofa - Tan Suede 79''L x 34''D x 32''H

B-2 Loveseat - Tan Suede 54"Lx 34"D x 32"H

B-3 Chair - Tan Suede 32"Lx 34"D x 32"H

C-1 Sofa - Black Leather 77"Lx 34"D x 32"H

C-2 Loveseat - Black Leather 54''L x 34''D x 32''H

C-3 Chair - Black Leather 32"Lx 34"D x 32"H



### LAREDO... BLACK LEATHER





E-1 Sofa - White 77''L x 34''D x 32''H

E-2 Chair - White 53"L x 34"D x 32"H

E-3 Bench - White 53"L x 27"D x 16"H

E-4 Sofa-Red 77''L x 34''D x 32''H

E-5 Chair - Red 53"L x 34"D x 32"H

E-6 Bench - Red 53"L x 27"D x 16"H













Tall Bar Table - CHARGED

\*E-UL Under-Lighting Add-on Available on E-8C, E-14C, and E-15C



I-2 Curved Bench 71''L x 34''D x 17''H

I-3 Round Ottoman 40''L x 40''D x 17''H

BLACK I-4 Curved Sofa 71''L x 34''D x 30''H

I-5 Curved Bench 71"L x 34"D x 17"H

I-6 Round Ottoman 40°'L x 40°'D x 17°'H



CONTEMPO ... WHITE/BLACK LEATHER







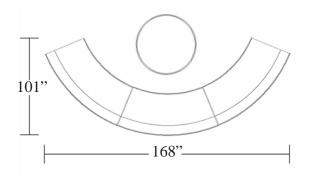


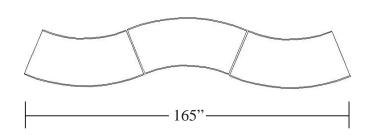




I-5

I-6







### MONTE CARLO...WHITE/BLACK LEATHER

**BLACK** H-1 Sectional Loveseat 50''L x 38''D x 29''H

H-2 Sectional Corner 40''L x 40''D x 29''H

<u>WHITE</u> H-3 Sectional Loveseat 50°L x 38"D x 29"H

H-4 Sectional Corner 40''L x 40''D x 29''H



H-2



H-4

G-1 Sofa - Red 78"Lx 41"D x 30"H

G-2 Chair - Red 40''L x 36''D x 30''H

G-3 Bench - Red 61"Lx 21"Dx 17"H

I -10 Da Vinci Folding Sofa - White 74"L x 35"D x 36"H Flat (74"L x 48"D x 18"H)

H-5 Modern Sofa - White 72''Lx 31''Dx 26'H

H-6 Modern Chair -White 35"Lx 32"D x 27"H



### Melrose... Red Suede



### MODERN... WHITE & CHROME





### OCCASIONAL TABLES...









I-7 Cocktail - Chrome / Glass 45"L x 32" D x 18"H

I-8 End - Chrome / Glass 25"Dia x 21"H

A-10 Cocktail - Black/Glass 48"Lx24"Dx17"H

A-11 End-Black/Glass 21"Lx 21"Dx 21"H

B-4 Cocktail-Natural 48"Lx24"Dx17"H

I-8

B-5 End - Natural 24"Dia x 21"H

D-4 Cocktail - Black Square 30"Lx 30"D x 16"Ĥ

D-5 Cocktail - Black Cylinder 30''Dia x 15''H

> D-6 End - Black Cube 24"Lx24"Dx20"H

E-7 Cocktail - White Square 31"Lx 31"Dx 15"H

E-8 Cocktail - White Rectangle 47"Lx23"Dx16"H

E-9 End - White Square 20°L x 20°D x 19"H

E-10 End - White Cube 20''L x 20''D x 20''H







\*Also Available Charged (D-6C)



9

E-10

F-7 Stage Chair - Black 27"L x 23"D x 35"H

F-8 Stage Chair - Burgundy 27''L x 23''D x 35''H

F-9 Stage Chair - White 27''L x 23''D x 35''H

F-1 Barcelona Chair - Red 31''L x 35''D x 33''H

- F-2 Barcelona Ottoman Red 24''L x 24''D x 17''H
- F-3 Barcelona Chair White 31"L x 35"D x 33"H
- F-4 Barcelona Ottoman White 24"L x 24"D x 17"H
- F-5 Barcelona Chair Black 31''L x 35''D x 33''H
- F-6 Barcelona Ottoman Black 24''L x 24''D x 17''H

I-9 Glove Chair - White 30''L x 30''D x 32''H

K-12 Stage Chair - Mocha 28''L x 26'D x 32''H

E-6 Bench - Red 53"L x 27"D x 16"H

E-3 Bench - White 53"L x 27"D x 16"H

J-19 Bench - Rustic Wood 59''Lx 16''D x 17.5''H

A-4 Bench - Black Suede 61"L x 20"D x 17"H



## CHAIRS & BENCHES...







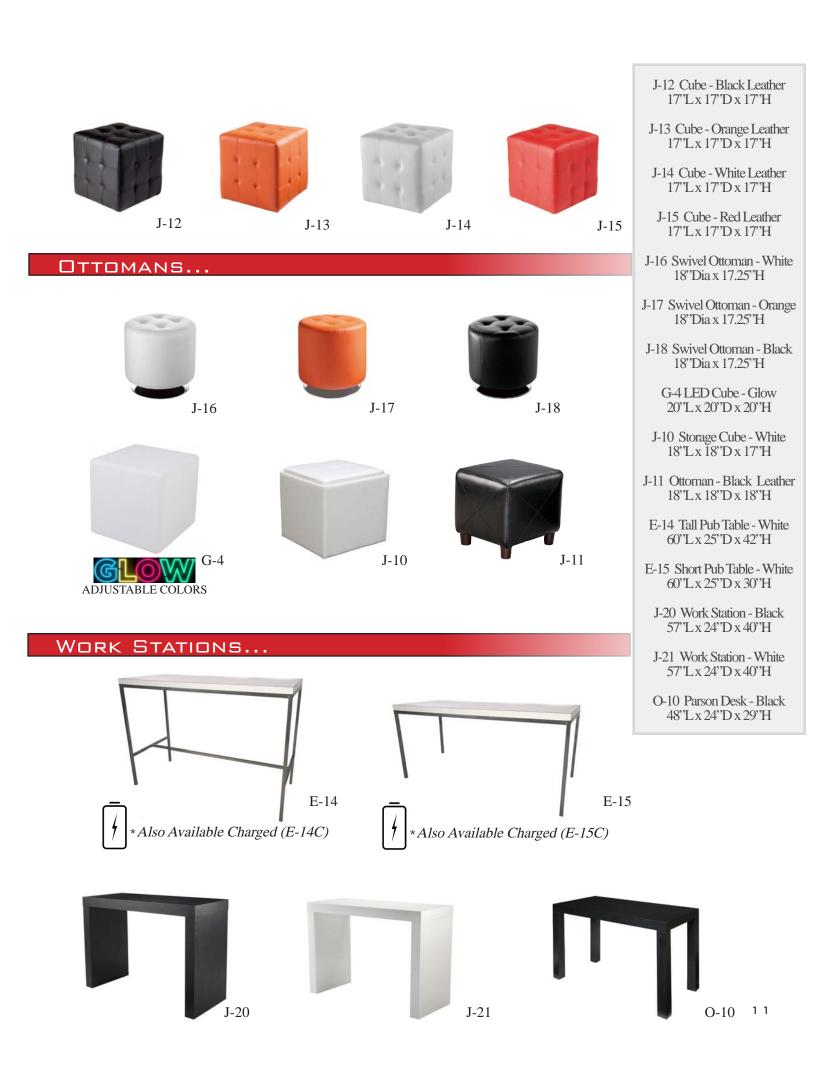








A-4



#### J-1 Dynamic Chair - Black 23''L x 24''D x 32''H

- J-2 Dynamic Chair Green 23"L x 24"D x 32"H
- J-3 Dynamic Chair Orange 23"L x 24"D x 32"H
- J-4 Dynamic Chair White 23''L x 24''D x 32''H
- L-3 Maple / Chrome Chair 16''L x 18''D x 31''H
- L-9B Chair Black/Chrome 16"L x 18"D x 31"H
- L-9R Chair Red / Chrome 16''L x 18''D x 31''H
  - L-9W White / Chrome 16''L x 18''D x 31''H
  - K-5 Euro Chair Black 22"L x 23"D x 28"H
  - K-6 Jet Black Chair 16''L x 18''D x 31''H
- L-24 Anaheim Chair White 18''L x 20''D x 36'H
  - M-16 Gunmetal Chair 18"L x 21"D x 34"H
    - L-21 Chrome Chair 24''L x 18''D x 29''H
  - M-1 Chair Blue / Black 20"L x 20"D x 32"H
  - M-3 Chair Red / Black 20'L x 20'D x 32''H





## SEATING ... CHAIRS

















**F** 



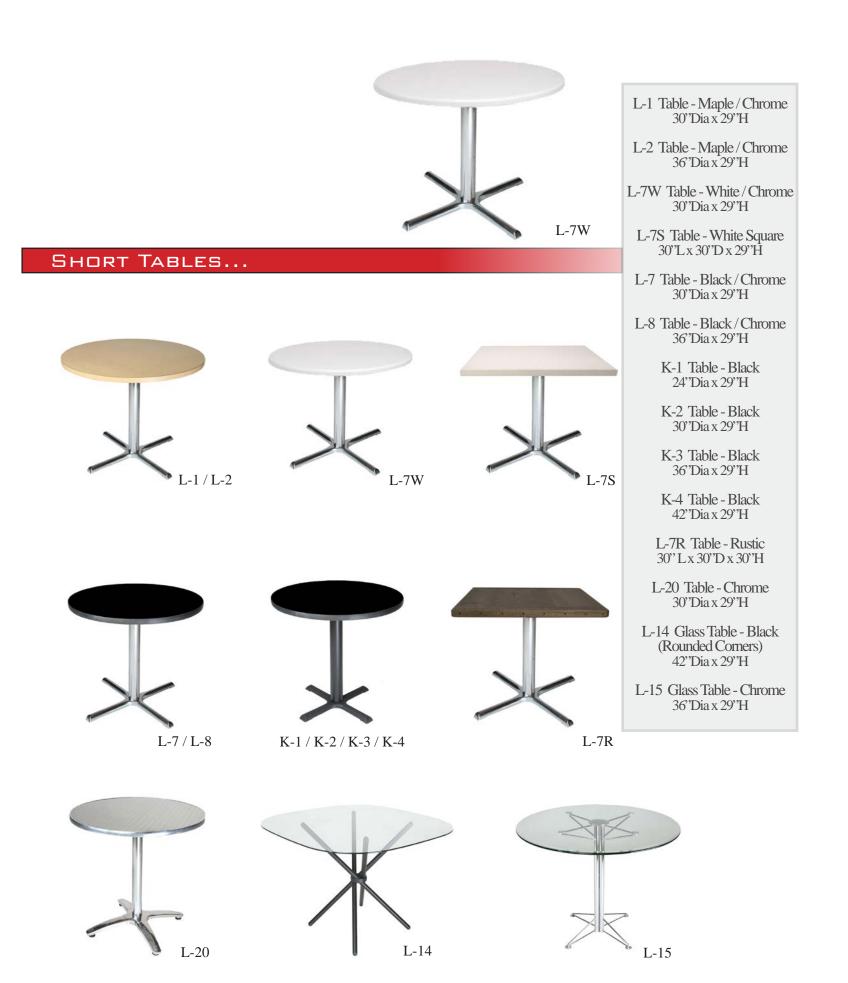








M-3



L-6 Barstool - Maple / Chrome 16'L x 18''D x 42''H

L-12W Barstool - White / Chrome 16'L x 18''D x 42''H

L-12B Barstool - Black / Chrome 16'L x 18''D x 42''H

L-12R Barstool - Red/Chrome 16'L x 18''D x 42''H

> M-6 Curve Barstool White / Chrome - Adj 17"L x 18"D x 35"H

> M-14 Crescent Stool White / Chrome - Adj 22"L x 19"D x 40"H

L-18B Swivel with Back White / Chrome - Adj 23"L x 17"D x 42"H

L-18 Swivel Stool White / Chrome - Adj 15''L x 15''D x 25''- 33''H

K-10 Euro Stool - Black 21''L x 20''D x 41''H

K-11 Jet Black Stool 16"L x 18"D x 42"H

L-23 Stool - Chrome 20''L x 16''D x 39''H

L-19 Swivel Stool Black / Chrome - Adj 15''L x 15''D x 25''- 33''H

M-2 Barstool - Blue / Black 20°L x 22°D x 45°H - Swivel

M-4 Barstool - Red / Black 20°L x 22°D x 45°H -Swivel

M-4B Barstool - Black / Black 20"L x 22"D x 45"H - Swivel

M-15 Gunmetal Barstool 18"L x 18"D x 29"H

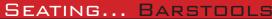
M-10 Scoop - Red 17" L x 22" - 33"H - Adj

M-11 Scoop - Grey 17" L x 22"- 33"H - Adj

M-12 Scoop - Black 17" L x 22"- 33"H - Adj

M-13 Scoop - White 17" L x 22"- 33"H - Adj



























L-23







M-11





14



N-1 Pedestal - Black 12''L x 12''D x 30''H

N-2 Pedestal - Black 12"Lx 12"D x 36"H

N-3 Pedestal - Black 12''L x 12''D x 42''H

N-4 Pedestal - Grey 12"L x 12"D x 30"H

N-5 Pedestal - Grey 12"L x 12"D x 36"H

N-6 Pedestal - Grey 12"L x 12"D x 42"H

N-7 Pedestal - Black 18"L x 18"D x 36"H

N-8 Pedestal - Black 18"L x 18"D x 42"H

N-9 Pedestal - Grey 18''L x 18''D x 36''H

N-10 Pedestal - Grey 18"L x 18"D x 42"H

N-15 Pedestal - White 18"L x 18"D x 36"H

N-16 Pedestal - White 18"L x 18"D x 42"H

N-11 Pedestal - Black 24"L x 24"D x 42"H

N-12 Pedestal - Grey 24"L x 24"D x 42"H

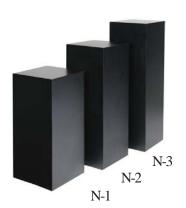
N-13 Locking Pedestal - Black 24''L x 24''D x 42''H

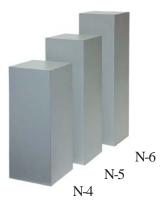
N-14 Locking Pedestal - White 24"L x 24"D x 42"H





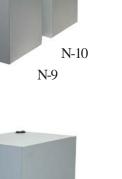
## DISPLAY PEDESTALS & KIOSKS...











N-12











\*Electric Required for Lighting Options

## BARS & RECEPTION COUNTERS...





O-1 Martini Bar 50''L x 50''D x 47''H

O-2 Martini Bar with Colored Lighting. 50°Lx 50°D x 47"H

O-3 Cosmopolitan Bar 72''L x 27''D x 42''H

O-4 Cosmopolitan Bar with Lighting Option 72"L x 27"D x 42"H

> O-5 Reception Counter - Black 48''Lx16''Dx42''H

O-6 Contour Counter with Literature Holder - Black 45"Lx21"Dx41"H

O-7 Contour Counter with Literature Holder - Grey 45"Lx21"Dx41"H

**O-2** 









#### P-16 Table - White 79''L x 36''D x 30''H

P-1 Table - Maple 6ft 72''L x 36''D x 29''H

P-2 Table - Maple 8ft 96'L x 48''D x 29''H

P-3 Table - Mahogany 6ft 72''L x 36''D x 29''H

P-4 Table - Mahogany 8ft 96'L x 48''D x 29''H

P-5 Table - Mahogany 10ft 120'L x 48''D x 29''H

P-6 Table - Honey Oak 6ft 72''L x 36''D x 29''H

P-6B Table - Honey Oak 6ft 72''L x 36'D x 29''H (Includes Power Grommets)

P-6C Table - Honey Oak 8ft 96''L x 36''D x 29''H (Includes Power Grommets)

P-7 Table - Black Oval 6ft 72'L x 36'D x 29'H

P-8 Table - Black Oval 8ft 96'L x 48''D x 29''H

P-9 Table - Black Oval 10ft 120°L x 48°D x 29°H

P-10 Table - Grey Oval 6ft 72''L x 36'D x 29''H

P-11 Table - Grey Oval 8ft 96°L x 48°D x 29°H

P-13 Chrome Table - White Frosted Glass 53"L x 33"D x 29"H

P-14 Table - Honey Oak 42"Dia x 29"H P-14C (Includes Power Grommets)

P-15 Table - Mahogany 42" Dia x 29"H

P-18 Table - Rustic 8ft 96'' L x 36''D x 30'' H







### CONFERENCE TABLES...













P-15





## CONFERENCE CHAIRS ...





0-6



Q-4

0-8

Q-14





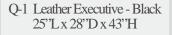


Q-7









Q-3 Leather Izzo - White 25"L x 28"D x 42"H

Q-4 Leather Izzo - Black 25''L x 28''D x 42''H

Q-5 Jr. Executive - Black 24"L x 25"D x 38"H

Q-6 Jr. Executive - Grey 24"L x 25"D x 38"H

Q-7 Sled Chair - Black 24"L x 24"D x 32"H

Q-8 Sled Chair - Grey 24"L x 24"D x 32"H

Q-9 Breuer Chair - Black/ Chrome 19''L x 23''D x 31''H

Q-10 Breuer Chair - Grey / Chrome 19"L x 23"D x 31"H

Q-11 Drafting Stool - Black 20"L x 23"D x 51"H Seat Height 23"-33"H Adj

Q-12 Drafting Stool - Grey 20°L x 23°D x 51°H Seat Height 23°-33°H Adj

Q-13 Secretarial Chair - Black 20"L x 23"D x 36"H Seat Height 16"-21"H Adj

Q-14 Secretarial Chair - Grey 20°L x 23°D x 36°H Seat Height 16°-21°H Adj









R-5





R-1 Etagere - Black (Glass Shelves) 30'Lx 14"Dx 67"H

R-2 Etagere - Chrome (Glass Shelves) 30"L x 14"D x 67"H

R-3 Bookcase - Grey 36'Lx12''Dx48''Ĥ

R-4 Bookcase - Black 36'Lx12"Dx48"H

R-5 Bookcase - Grey 36''L x 12''D x 72''H

R-6 Bookcase - Black 36'Lx12''Dx72''H

R-7 Filing Cabinet - Grey (2 drawer) 15"Lx25"Dx29"H

R-8 Filing Cabinet - Black (2 drawer) 15"Lx25"Dx29"H

R-9 Filing Cabinet - Black (4 drawer) 15"Lx 25"Dx 52"H

R-10 Storage Cabinet - Grey 36'Lx 18''D x 42''H

R-11 Storage Cabinet - Black 36'Lx18''Dx42''H

R-12 Storage Cabinet - Black 36'Lx18''Dx72''H







S-1 Desk - Natural / Black 60''L x 30''D x 29''H

S-2 Credenza - Natural / Black 60°L x 20°D x 29°H

> S-3 Desk - Honey Oak 60°L x 30°D x 29°H

S-4 Credenza - Honey Oak 60''L x 20''D x 29''H

S-5 Desk - Mahogany 60''L x 30''D x 29''H

S-6 Credenza - Mahogany 60°L x 20°D x 29°H



## OFFICE... DESKS

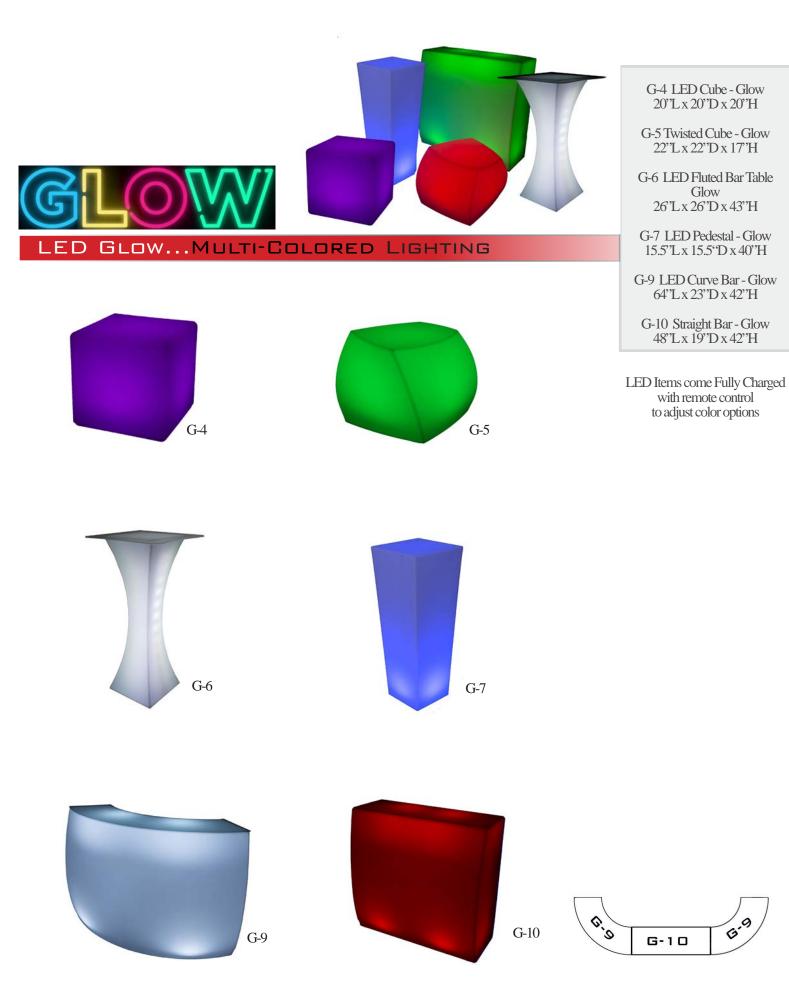














# **CUSTOM FURNITURE**



	Convention Service	e s							U	Convention Services	v017.2 425
A-1	Black Suede Sofa	\$425	H-1	Black Sectional Loveseat	\$448	L-12B	Black/Chrome Barstool	\$172	0-13	Free Standing Mirror	\$150
A-2	Black Suede Loveseat	\$385	H-2	Black Sectional Corner	\$328		Red/Chrome Barstool	\$172		Literature Stand	\$126
A-3	Black Suede Chair	\$270	H-3	White Sectional Loveseat	\$448	L-12W	White/Chrome Barstool	\$172	O-15	Silver Folding Lit. Stand	\$167
A-4	Black Suede Bench	\$241	H-4	White Sectional Corner	\$328	L-14	Black/Glass Table	\$155	O-16	Black Folding Lit. Stand	\$167
A-7	Black Suede Corner	\$270	H-5	Wht/Chrm Modern Sofa	\$475	L-15	Chrome/Glass Table	\$150	O-18	White iPad Stand	\$126
A-8	Black Suede Armless	\$270	H-6	Wht/Chrm Modern Chair	\$275	L-17	Chrm/Glass Tall Bar Tbl	\$195	O-19	Black iPad Stand	\$126
A-9	Blk/Half Round Ottoman	\$339	I-1	White Curve Sofa	\$489	L-18	Wht/Chrm Swivel Stool	\$150	O-20	Universal Tablet Stand	\$126
A-10	Black/Glass Cktl. Table	\$178	I-2	White Curve Bench	\$316	L-18B	Wht Swivel Stool w/ Back	\$184	0-22	Chrome Stanchion	\$50
A-11	Black/Glass End Table	\$161	I-3	White Round Ottoman	\$241	L-19	Blk/Chrome Swivel Stool	\$150	O-23	Burgundy Rope	\$30
A-12	Silver Floor Lamp	\$86	I-4	Black Curve Sofa	\$489	L-20	30" Chrome Table	\$155	O-24	Black Rope	\$30
B-1	Tan Suede Sofa	\$425	I-5	Black Curve Bench	\$316	L-21	Chrome Chair	\$144	O-25	Black Park Bench	\$168
B-2	Tan Suede Loveseat	\$385	I-6	Black Round Ottoman	\$241	L-22	30" Chrome Tall Bar Tbl	\$184	P-1	6' Maple Conf. Table	\$351
B-3	Tan Suede Chair	\$270	I-7	Chrome/Glass Cktl. Table	\$201	L-23	Chrome Barstool	\$172	P-2	8' Maple Conf. Table	\$445
B-4	Natural Ckt Table	\$178	I-8	Chrome/Glass End Table	\$178	L-24	White Anaheim Chair	\$144	P-3	6' Mahogany Conf. Table	\$351
B-5	Natural End Table	\$161	I-9	Wht/Chrome Glove Chair	\$282	M-1	Blue/Black Chair	\$144	P-4	8' Mahogany Conf. Table	\$445
C-1	Black Leather Sofa	\$425	I-10	White Da Vinci Sofa	\$475	M-2	Blue/Black Barstool	\$172	P-5	10' Mahogany Conf. Tbl.	\$569
C-2	Black Leather Loveseat	\$385	J-1	Black Dynamic Chair	\$144	M-3	Red/Black Chair	\$144	P-6	6' Honey Oak Conf. Table	\$351
C-3	Black Leather Chair	\$270	J-2	Green Dynamic Chair	\$144	M-4	Red/Black Barstool	\$172		6' Honey Oak- Charged	\$391
D-4	Black Cube Ckt Table	\$184	J-3	Orange Dynamic Chair	\$144	M-4B	Black/Black Barstool	\$172		8' Honey Oak- Charged	\$475
D-5	Black Round Ckt Table	\$184	J-4	White Dynamic Chair	\$144	M-5	30" Wht/Chrome Tall Tbl.	• -	P-7	6' Black Conf. Table	\$333
D-6	Black Cube End Table	\$167	J-10	White Storage Cube	\$109	M-5J	30" Wht/Chrm Tall- Charged		P-8	8' Black Conf. Table	\$445
D-6C	Black Cube End- Charged		J-11	Black Leather Ottoman	\$109	M-5R	Rustic Square Tall Table		P-9	10' Black Conf. Table	\$569
E-1	White South Beach Sofa	\$512	J-12	Black Cube	\$109	M-5S	White Square Tall Table			6' Grey Conf. Table	\$333
E-2	White South Beach Chair	\$328	J-13	Orange Cube	\$109	M-6	White Curve Barstool	\$184	P-11	8' Grey Conf. Table	\$445 ¢050
E-3	White SouthBeach Bench		J-14	White Cube	\$109	M-7	White Gelato Table	\$225		White Frosted Glass Table	
E-4 E-5	Red South Beach Sofa	\$512 \$328	J-15 J-16	Red Cube	\$109 \$100	M-8 M-9	Grey Gelato Table	\$225 \$225		42" Dia. Honey Oak Table	
E-5 E-6	Red South Beach Chair Red SouthBeach Bench	₅зzо \$241	J-10 J-17	White Swivel Ottoman	\$109 \$109	M-10	Black Gelato Table	\$225 \$172		242" Honey Oak - Charged 42" Dia. Mahogany Table	\$281 \$241
E-0 E-7	White Square Ckt Table	\$241 \$172	J-17 J-18	Orange Swivel Ottoman Black Swivel Ottoman	\$109 \$109	M-11	Red Scoop	\$172 \$172		6.5' White Conf. Table	\$241 \$545
E-8	White Rec. Ckt. Table	\$172 \$172	J-18	Rustic Bench	\$241	M-12	Grey Scoop Black Scoop	\$172 \$172		8' Oak Rustic Table	\$545 \$545
	White Rec. Ckt Charged		J-20	Black Work Station	\$375	M-13	White Scoop	\$172 \$172	Q-1	Leather Executive Chair	\$225
E-9	White Square End Table	\$161	J-21	White Work Station	\$375	M-14	White Crescent Stool	\$184	Q-3	Wht/Leather Exec Chair	\$276
	White Cube End	\$225	K-1	24" Black Table	\$132	M-15	Gunmetal Barstool	\$172	Q-4	Blk/Leather Exec Chair	\$276
	White Cube End- Charged		K-2	30" Black Table	\$132	M-16	Gunmetal Chair	\$144	Q-5	Blk. Jr. Executive Chair	\$190
E-11	White Sofa w/Outlet	\$595	K-3	36" Black Table	\$150	N-1	12X12X30 Black Ped	\$172	Q-6	Grey Jr. Executive Chair	\$190
E-12	White Loveseat w/Outlet	\$495	K-4	42" Black Table	\$178	N-2	12x12x36 Black Ped	\$184	Q-7	Black Sled Chair	\$161
E-13	White Chair w/Outlet	\$395	K-5	Black Euro Chair	\$120	N-3	12x12x42 Black Ped	\$195	Q-8	Grey Sled Chair	\$161
E-14	Tall White Pub Table	\$375	K-6	Jet Black Chair	\$120	N-4	12x12x30 Grey Ped	\$172	Q-9	Blk/Chrome Breuer Chair	\$144
E-14C	Tall White Pub- Charged	\$450	K-7	24" Black Tall Bar Table	\$172	N-5	12x12x36 Grey Ped	\$184	Q-10	Grey/Chrome Breuer Chair	\$144
E-UL	Under-Lighting Add-on	\$50	K-8	30" Black Tall Bar Table	\$172	N-6	12x12x42 Grey Ped	\$195	Q-11	Black Drafting Stool	\$172
E-15	Short White Pub Table	\$350	K-9	36" Black Tall Bar Table	\$184	N-7	18x18x36 Black Ped	\$207	Q-12	Grey Drafting Stool	\$172
E-15C	Short White Pub-Charged	\$425	K-10	Black Barstool	\$150	N-8	18x18x42 Black Ped	\$218	Q-13	Black Secretarial Chair	\$144
F-1	Barcelona Chair Red	\$362	K-11	Jet Black Barstool	\$172	N-9	18x18x36 Grey Ped	\$207	Q-14	Grey Secretarial Chair	\$144
F-2	Barcelona Ottoman Red	\$184	K-12	Mocha Stage Chair	\$161	N-10	18x18x42 Grey Ped	\$218	R-1	Black Etagere	\$184
F-3	Barcelona Chair White	\$362	L-1	30" Maple Table	\$150	N-11	24x24x42 Black Ped	\$230	R-2	Chrome Etagere	\$184
F-4	Barcelona Ottoman White		L-2	36" Maple Table	\$161	N-12	24x24x42 Grey Ped	\$230	R-3	42" Grey Bookcase	\$150
F-5	Barcelona Chair Black	\$362	L-3	Maple/Chrome Chair	\$144	N-13	24x24x42 Black w/Door	\$316	R-4	42" Black Bookcase	\$150
F-6	Barcelona Ottoman Black		L-4	30" Maple Tall Bar Table	\$178	N-14	24x24x42 White w/Door	\$316	R-5	72" Grey Bookcase	\$172
F-7	Black Stage Chair	\$185	L-5	36" Maple Tall Bar Table	\$184	N-15	18x18x36 White Ped	\$207	R-6	72" Black Bookcase	\$172
F-8	Burgundy Stage Chair	\$185	L-6	Maple/Chrome Barstool	\$172	N-16	18x18x42 White Ped	\$218	R-7	2-Dr Grey File Cabinet	\$150
F-9	White Stage Chair	\$185	L-7	30" Black/Chrome Table	\$138	0-1	Martini Bar	\$875	R-8	2-Dr Black File Cabinet	\$150
G-1	Red Melrose Sofa	\$512	L-7S	White Square Table	\$138	0-2	Martini Bar (w/Light Kit)	\$975	R-9	4-Dr Black File Cabinet	\$165
G-2	Red Melrose Chair	\$328	L-7R	Rustic Table	\$138	0-3	Cosmopolitan Bar	\$857		42" Grey Storage Cabinet	
G-3	Red Melrose Bench	\$241	L-7W	30"White/Chrome Table	\$138	0-4	Cosmo Bar (w/Light Kit)	\$975	R-11	42" Black Storage Cabinet	
G-4	LED Glow Cube	\$185	L-8	36" Black/Chrome Table	\$155	0-5	Reception Counter	\$236	R-12	72" Black Storage Cabinet	
G-5	LED Glow Twist Cube	\$195	L-9B	Black/Chrome Chair	\$144	0-6	Black Rec. Counter	\$385	S-1	Natural/Black Desk	\$405
G-6	LED Fluted Bar Table	\$245 \$225		Red/Chrome Chair	\$144	0-7	Grey Rec. Counter	\$385 ©225	S-2	Natural/Black Credenza	\$360 \$405
G-7	LED Glow Pedestal	\$235 \$075	L-9W		\$144 ¢170	0-10	Parson Desk	\$225	S-3	Honey Executive Desk	\$405 \$260
G-9	LED Glow Curve Bar	\$975 \$975	L-10	30" Blk/Chrome Tall Tbl	\$178 ¢104	0-11	Refrigerator	\$201	S-4	Honey Credenza	\$360 \$405
G-10	LED Glow Straight Bar	\$875	L-11	36" Blk/Chrome Tall Tbl	\$184	0-12	Coat Rack	\$115	S-5	Mahogany Desk	\$405 \$360
									S-6	Mahogany Credenza	\$360



# **CUSTOM FURNITURE**



	Convention Service	e s							U	Convention Services	v017.2 425
A-1	Black Suede Sofa	\$425	H-1	Black Sectional Loveseat	\$448	L-12B	Black/Chrome Barstool	\$172	0-13	Free Standing Mirror	\$150
A-2	Black Suede Loveseat	\$385	H-2	Black Sectional Corner	\$328		Red/Chrome Barstool	\$172		Literature Stand	\$126
A-3	Black Suede Chair	\$270	H-3	White Sectional Loveseat	\$448	L-12W	White/Chrome Barstool	\$172	O-15	Silver Folding Lit. Stand	\$167
A-4	Black Suede Bench	\$241	H-4	White Sectional Corner	\$328	L-14	Black/Glass Table	\$155	O-16	Black Folding Lit. Stand	\$167
A-7	Black Suede Corner	\$270	H-5	Wht/Chrm Modern Sofa	\$475	L-15	Chrome/Glass Table	\$150	O-18	White iPad Stand	\$126
A-8	Black Suede Armless	\$270	H-6	Wht/Chrm Modern Chair	\$275	L-17	Chrm/Glass Tall Bar Tbl	\$195	O-19	Black iPad Stand	\$126
A-9	Blk/Half Round Ottoman	\$339	I-1	White Curve Sofa	\$489	L-18	Wht/Chrm Swivel Stool	\$150	O-20	Universal Tablet Stand	\$126
A-10	Black/Glass Cktl. Table	\$178	I-2	White Curve Bench	\$316	L-18B	Wht Swivel Stool w/ Back	\$184	0-22	Chrome Stanchion	\$50
A-11	Black/Glass End Table	\$161	I-3	White Round Ottoman	\$241	L-19	Blk/Chrome Swivel Stool	\$150	O-23	Burgundy Rope	\$30
A-12	Silver Floor Lamp	\$86	I-4	Black Curve Sofa	\$489	L-20	30" Chrome Table	\$155	O-24	Black Rope	\$30
B-1	Tan Suede Sofa	\$425	I-5	Black Curve Bench	\$316	L-21	Chrome Chair	\$144	O-25	Black Park Bench	\$168
B-2	Tan Suede Loveseat	\$385	I-6	Black Round Ottoman	\$241	L-22	30" Chrome Tall Bar Tbl	\$184	P-1	6' Maple Conf. Table	\$351
B-3	Tan Suede Chair	\$270	I-7	Chrome/Glass Cktl. Table	\$201	L-23	Chrome Barstool	\$172	P-2	8' Maple Conf. Table	\$445
B-4	Natural Ckt Table	\$178	I-8	Chrome/Glass End Table	\$178	L-24	White Anaheim Chair	\$144	P-3	6' Mahogany Conf. Table	\$351
B-5	Natural End Table	\$161	I-9	Wht/Chrome Glove Chair	\$282	M-1	Blue/Black Chair	\$144	P-4	8' Mahogany Conf. Table	\$445
C-1	Black Leather Sofa	\$425	I-10	White Da Vinci Sofa	\$475	M-2	Blue/Black Barstool	\$172	P-5	10' Mahogany Conf. Tbl.	\$569
C-2	Black Leather Loveseat	\$385	J-1	Black Dynamic Chair	\$144	M-3	Red/Black Chair	\$144	P-6	6' Honey Oak Conf. Table	\$351
C-3	Black Leather Chair	\$270	J-2	Green Dynamic Chair	\$144	M-4	Red/Black Barstool	\$172		6' Honey Oak- Charged	\$391
D-4	Black Cube Ckt Table	\$184	J-3	Orange Dynamic Chair	\$144	M-4B	Black/Black Barstool	\$172		8' Honey Oak- Charged	\$475
D-5	Black Round Ckt Table	\$184	J-4	White Dynamic Chair	\$144	M-5	30" Wht/Chrome Tall Tbl.	• -	P-7	6' Black Conf. Table	\$333
D-6	Black Cube End Table	\$167	J-10	White Storage Cube	\$109	M-5J	30" Wht/Chrm Tall- Charged		P-8	8' Black Conf. Table	\$445
D-6C	Black Cube End- Charged		J-11	Black Leather Ottoman	\$109	M-5R	Rustic Square Tall Table		P-9	10' Black Conf. Table	\$569
E-1	White South Beach Sofa	\$512	J-12	Black Cube	\$109	M-5S	White Square Tall Table			6' Grey Conf. Table	\$333
E-2	White South Beach Chair	\$328	J-13	Orange Cube	\$109	M-6	White Curve Barstool	\$184	P-11	8' Grey Conf. Table	\$445 ¢050
E-3	White SouthBeach Bench		J-14	White Cube	\$109	M-7	White Gelato Table	\$225		White Frosted Glass Table	
E-4 E-5	Red South Beach Sofa	\$512 \$328	J-15 J-16	Red Cube	\$109 \$100	M-8 M-9	Grey Gelato Table	\$225 \$225		42" Dia. Honey Oak Table	
E-5 E-6	Red South Beach Chair Red SouthBeach Bench	₅зzо \$241	J-10 J-17	White Swivel Ottoman	\$109 \$109	M-10	Black Gelato Table	\$225 \$172		242" Honey Oak - Charged 42" Dia. Mahogany Table	\$281 \$241
E-0 E-7	White Square Ckt Table	\$241 \$172	J-17 J-18	Orange Swivel Ottoman Black Swivel Ottoman	\$109 \$109	M-11	Red Scoop	\$172 \$172		6.5' White Conf. Table	\$241 \$545
E-8	White Rec. Ckt. Table	\$172 \$172	J-18	Rustic Bench	\$241	M-12	Grey Scoop Black Scoop	\$172 \$172		8' Oak Rustic Table	\$545 \$545
	White Rec. Ckt Charged		J-20	Black Work Station	\$375	M-13	White Scoop	\$172 \$172	Q-1	Leather Executive Chair	\$225
E-9	White Square End Table	\$161	J-21	White Work Station	\$375	M-14	White Crescent Stool	\$184	Q-3	Wht/Leather Exec Chair	\$276
	White Cube End	\$225	K-1	24" Black Table	\$132	M-15	Gunmetal Barstool	\$172	Q-4	Blk/Leather Exec Chair	\$276
	White Cube End- Charged		K-2	30" Black Table	\$132	M-16	Gunmetal Chair	\$144	Q-5	Blk. Jr. Executive Chair	\$190
E-11	White Sofa w/Outlet	\$595	K-3	36" Black Table	\$150	N-1	12X12X30 Black Ped	\$172	Q-6	Grey Jr. Executive Chair	\$190
E-12	White Loveseat w/Outlet	\$495	K-4	42" Black Table	\$178	N-2	12x12x36 Black Ped	\$184	Q-7	Black Sled Chair	\$161
E-13	White Chair w/Outlet	\$395	K-5	Black Euro Chair	\$120	N-3	12x12x42 Black Ped	\$195	Q-8	Grey Sled Chair	\$161
E-14	Tall White Pub Table	\$375	K-6	Jet Black Chair	\$120	N-4	12x12x30 Grey Ped	\$172	Q-9	Blk/Chrome Breuer Chair	\$144
E-14C	Tall White Pub- Charged	\$450	K-7	24" Black Tall Bar Table	\$172	N-5	12x12x36 Grey Ped	\$184	Q-10	Grey/Chrome Breuer Chair	\$144
E-UL	Under-Lighting Add-on	\$50	K-8	30" Black Tall Bar Table	\$172	N-6	12x12x42 Grey Ped	\$195	Q-11	Black Drafting Stool	\$172
E-15	Short White Pub Table	\$350	K-9	36" Black Tall Bar Table	\$184	N-7	18x18x36 Black Ped	\$207	Q-12	Grey Drafting Stool	\$172
E-15C	Short White Pub-Charged	\$425	K-10	Black Barstool	\$150	N-8	18x18x42 Black Ped	\$218	Q-13	Black Secretarial Chair	\$144
F-1	Barcelona Chair Red	\$362	K-11	Jet Black Barstool	\$172	N-9	18x18x36 Grey Ped	\$207	Q-14	Grey Secretarial Chair	\$144
F-2	Barcelona Ottoman Red	\$184	K-12	Mocha Stage Chair	\$161	N-10	18x18x42 Grey Ped	\$218	R-1	Black Etagere	\$184
F-3	Barcelona Chair White	\$362	L-1	30" Maple Table	\$150	N-11	24x24x42 Black Ped	\$230	R-2	Chrome Etagere	\$184
F-4	Barcelona Ottoman White		L-2	36" Maple Table	\$161	N-12	24x24x42 Grey Ped	\$230	R-3	42" Grey Bookcase	\$150
F-5	Barcelona Chair Black	\$362	L-3	Maple/Chrome Chair	\$144	N-13	24x24x42 Black w/Door	\$316	R-4	42" Black Bookcase	\$150
F-6	Barcelona Ottoman Black		L-4	30" Maple Tall Bar Table	\$178	N-14	24x24x42 White w/Door	\$316	R-5	72" Grey Bookcase	\$172
F-7	Black Stage Chair	\$185	L-5	36" Maple Tall Bar Table	\$184	N-15	18x18x36 White Ped	\$207	R-6	72" Black Bookcase	\$172
F-8	Burgundy Stage Chair	\$185	L-6	Maple/Chrome Barstool	\$172	N-16	18x18x42 White Ped	\$218	R-7	2-Dr Grey File Cabinet	\$150
F-9	White Stage Chair	\$185	L-7	30" Black/Chrome Table	\$138	0-1	Martini Bar	\$875	R-8	2-Dr Black File Cabinet	\$150
G-1	Red Melrose Sofa	\$512	L-7S	White Square Table	\$138	0-2	Martini Bar (w/Light Kit)	\$975	R-9	4-Dr Black File Cabinet	\$165
G-2	Red Melrose Chair	\$328	L-7R	Rustic Table	\$138	0-3	Cosmopolitan Bar	\$857		42" Grey Storage Cabinet	
G-3	Red Melrose Bench	\$241	L-7W	30"White/Chrome Table	\$138	0-4	Cosmo Bar (w/Light Kit)	\$975	R-11	42" Black Storage Cabinet	
G-4	LED Glow Cube	\$185	L-8	36" Black/Chrome Table	\$155	0-5	Reception Counter	\$236	R-12	72" Black Storage Cabinet	
G-5	LED Glow Twist Cube	\$195	L-9B	Black/Chrome Chair	\$144	0-6	Black Rec. Counter	\$385	S-1	Natural/Black Desk	\$405
G-6	LED Fluted Bar Table	\$245 \$225		Red/Chrome Chair	\$144	0-7	Grey Rec. Counter	\$385 ©225	S-2	Natural/Black Credenza	\$360 \$405
G-7	LED Glow Pedestal	\$235 \$075	L-9W		\$144 ¢170	0-10	Parson Desk	\$225	S-3	Honey Executive Desk	\$405 \$260
G-9	LED Glow Curve Bar	\$975 \$975	L-10	30" Blk/Chrome Tall Tbl	\$178 ¢104	0-11	Refrigerator	\$201	S-4	Honey Credenza	\$360 \$405
G-10	LED Glow Straight Bar	\$875	L-11	36" Blk/Chrome Tall Tbl	\$184	0-12	Coat Rack	\$115	S-5	Mahogany Desk	\$405 \$360
									S-6	Mahogany Credenza	\$360



1600 33<sup>rd</sup> St, Unit 102 Orlando, Florida 32839 T. 407.872.2223 F. 407.872.8644 orders@gobencs.com

# Custom Furniture Order Form

Exhibiting Company:	
Booth:	

ltem #	Qty	Description	Discount	Standard	Total

#### Note

- Orders received within 14 days of the event are subject to a 25% late fee
- 25% cancellation will apply for all orders cancelled 7 days prior to event opening.
- 100% cancellation will be applied to if cancelled on day of delivery.
- All show site orders will be subject to availability & a 25% service charge.

Charges listed include delivery to your booth and removal at the close of show. If you are looking for furnishings that are not listed please give Goben Convention Services a call for pricing and availability.

All ordered furnishings and accessories are rentals, not considered sales as they must be returned at the end of show.

THIS FORM MUST BE ACCOMPANIED BY: CREDIT CARD BILLING CARD AUTHORIZATION or the THIRD PARTY CREDIT CARD BILLING FORM. ORDERS WITHOUT PAYMENT CANNOT BE PROCESSED.

Furnishings Subtotal:	
Misc:	
Subtotal:	
Sales Tax:	
6.5%	
Furnishings	
Total:	