

A low-angle, upward-looking photograph of the Donald E. Stephens Convention Center. The building's facade is a mix of grey panels with a white dot pattern and large glass windows. Red and yellow horizontal stripes are visible. The name 'DONALD E. STEPHENS CONVENTION CENTER' is partially visible in raised letters. A circular logo with a red apple is mounted on the upper part of the building. The sky is blue with some clouds.

Chicago Travel & Adventure Show

January 14-15, 2023

DONALD E. STEPHENS CONVENTION CENTER
ROSEMONT, ILLINOIS



EXHIBITOR SERVICES MANUAL

EXHIBITOR FAQ'S

1

Where Can I Find Information On New Health and Safety Regulations for the Event?

- Navigate to the **Exhibitor Services** webpage for the applicable show on www.TravelShows.com for information.

2

What Comes With My Booth?

Each 10'x10' booth space includes:

- 8' high black back-wall drape
- 3' high black side-rail drape
- 1 - 6' x 30" black skirted table with white top
- 2 - side chairs
- 1 - wastebasket
- 1 - 44" x 7" Exhibitor ID sign
- 1 - 10' x 10' booth carpet

If you have an island booth, back drape and side drape are not standard furnishings and need to be ordered. Additional furniture can also be ordered. Please see Furnishings & Accessories Form in the applicable Show Exhibitor Kit.

3

What Expenses Should I Keep In Mind When Budgeting For The Show?

- Exhibit space rental
- Additional booth furnishings: signage, collateral, give-aways, etc.
- Shipping & Material Handling Fees
- Electrical, internet/wi-fi, cleaning and/or AV equipment
- Staff expenses: hotel accommodations, travel, etc.

4

How Can I Cut Down On My Overall Costs?

- **ORDER IN ADVANCE. NOTE THE DISCOUNTED DEADLINE DATES IN SHOW EXHIBITOR KIT.**
- Avoid sending multiple shipments. Material handling rates are per shipment.
Refer to Shipping section in the Show Exhibitor Services Kit.
- Schedule (necessary) labor on straight time. Refer to the Display & Material Order Form from the Show Exhibitor Services Kit for the applicable show.
- Multiple pieces shipped together must be crated/palletted and shrink wrapped to be charged as one shipment.



5 What Is The Safest & Most Efficient Way To Get My Materials To The Show?

- **READ** Material Handling and Shipping instructions in the Show Exhibitor Services Kit.
- Use pre-printed shipping labels provided in the Show Exhibitor Services Kit.
- Make company name, booth # and show name visible on shipments.
- Multiple pieces can be considered one shipment if crated/palletted and shrink wrapped.

6 Can I Set Up My Own Booth?

- Yes. Refer to Show Exhibitor Services Kit for exact union regulations, EAC form/insurance requirements/ submission info.
- If you are unable set up Friday during Exhibitor Move In hours, you must obtain authorization from your sales rep to set up Saturday at 7:30am.
- Be advised the show opens at 9:00am.
- The show floor will be “show ready” clean. Should you litter your booth space or space around you, you will receive a cleaning charge from the contracted show cleaning company.

7 What Are The Restrictions For My Booth Structure?

- Standard “in-line” booths may not extend beyond 8’ tall.
 - Booth materials may also not extend beyond the dimensions of the booth space.
 - Sight lines may not be blocked. Show management reserves the right to determine interference with other exhibitors.
- NOTE:** Island booths may extend 16’ high.

8 Can I Tear Down My Booth Early?

- NO. Per your signed sales contract, your booth must remain furnished and staffed until the show close on Sunday.
- Please respect attendees & fellow exhibitors.*

9 Am I Allowed To Bring My Booth Material In Myself?

- POV/ASSISTED CARTLOAD SERVICE will be offered through the decorator for a nominal fee. Please visit the Show Exhibitor Services Kit Table of Contents to locate the Material Handling & Shipping section for POV/Assisted Cartload Service Order Form.
 - POV is a personally owned vehicle, automobile, minivan, SUV, pick-up truck, or van.
- Any additional materials or shipped materials (whether it be booth elements or sales collateral brought in through the Loading Dock will be weighed and charged a Material Handling Fee.
 - *Pricing found in the Shipping section of the Show Exhibitor Services Kit.*
 - *Please refer to the Show Exhibitor Services Kit for best safety practices.*

10 Is Material Handling Mandatory?

- Any materials coming in/out from loading dock are required to be weighed. All materials will be charged a Material Handling Fee. Fee is round trip.
- Pricing found in Shipping section of the Show Exhibitor Services Kit.
- Please refer to the Show Exhibitor Services Kit for best safety practices.

11 Are There Noise or Sound Restrictions Within The Booth?

- YES, no amplified sound in or around your booth is permitted. Show Management reserves the right to determine at what point sound constitutes interference with other exhibitors.

12***Can I Leave Items In My Booth Overnight?***

- Show management provides overnight “perimeter” security in the hall but recommends taking valuables with you at the end of show day.

13***What Are My Ordering Options (such as electric, internet, booth rental, extra chairs/tables, cleaning, etc.)?***

- Where applicable, order online, call, or fill out the necessary forms from the Show Exhibitor Services Kit for the appropriate vendor.
 - *Expo Event Services can be contacted at info@expoeventservices.com or (201) 300-2782*
 - *RES can be contacted at customerservice@rosemontexpo.com or (847) 696-2208*

14***If I Forgot Something For Booth Setup or Need Additional Help, Where Do I Go On-Site?***

- The Exhibitor Services Desk located on the Show Floor.

15***Where Can I Make Copies If I Run Out Of Sale Material At The Show?***

- Business Services locations can be found at the Deco Service Counter.
- Plan to also bring a flyer/sales document file with you in case you need to access a FedEx/Kinkos or similar resource.

16***Are There Sponsorship & Promotional Opportunities To Enhance My Presence At The Show?***

- YES! Please see the Sponsorship & Promotional Opportunities available on our website and contact us for details.
- Email: success@unicomm.org



Index of Services

For your convenience, the services and show information available through RES and the Donald E. Stephens Convention Center have been categorized and color coded. Please use this sheet as a reference guide when looking for a particular form.

GENERAL INFORMATION

- Welcome
- Show Information
- Show Management
- Map to Convention Center
- Rosemont Public Safety Requirements
- EAC/I & D
- Third Party Billing
- Online Ordering
- Order Summary and Payment
- Terms and Conditions

FURNISHINGS BOOTH DISPLAYS

- Standard Furniture
- Standard Booth Accessories
- Standard Counter & Workstation
- Carpet Rental
- Custom Carpet Rental
- Custom Furniture
- Exhibit Rental
- Platform & Custom Draping
- Pegboard, Gridwall & Slatwall Rentals
- VU Case Rentals
- Moss Fabric Products
- Custom Display Graphics
- Printing & Signage

RES EXTRAS SPECIAL SERVICES

- RES Extras
- Handicap Access Vehicles
- Floral
- Photography
- Accessible Storage
- Rosemont Catering by Aramark
- Wine and Liquor Tasting
- Application for Sampling

UTILITIES INTERNET TELECOMMUNICATIONS COMPUTER RENTAL AUDIO VISUAL LABOR

- Electrical Service
- Booth Cleaning
- Internet & Telecommunications
- Audio Visual
- Labor Order Form
- I&D Labor Order Form
- Hanging Sign Form

FREIGHT SHIPPING

- Cartload Services
- Material Handling
- Shipping Instructions
- Freight Check-In Procedures
- RES Freight Services
- Customs Broker - International Shipments
- Advance Warehouse Shipping Label
- Direct Shipping Label
- Hanging Sign Shipping Label

RES CUSTOMER SERVICE CONTACT INFORMATION

General
847-696-2208
customerservice@rosemontexpo.com

Marne Kirkwood
847-993-4803
mkirkwood@rosemontexpo.com

Linda Talaber
847-993-4657
ltalaber@rosemontexpo.com

Visit RESEXPO.com for Online Ordering



Welcome to Rosemont

The Rosemont Convention Bureau provides restaurant reservation services and an information kiosk located in the lobby of the Donald E. Stephens Convention Center. Visit the Concierge Kiosk to learn more about lodging, entertainment, cultural facilities and our large selection of dining and nightlife options in Rosemont and greater Chicagoland area.



The entertainment district is home to 13 dining and entertainment venues including Adobe Gila's, AMC Theatre, Big Ten Experience, Bub City, Five Roses Pub, Fogo de Chão, Hofbräuhaus Chicago, iFLY Indoor Skydiving, Joe's Live, Kings Dining & Entertainment, Park Tavern, Sugar Factory, Zanies Comedy Club and Harley-Davidson. The venues surround a great lawn that plays host to a variety of seasonal events including concerts, festivals and a winter ice rink.

The Rosemont community is home to some of the best names in the hotel industry, including the Loews Chicago O'Hare, Hyatt Regency, Aloft, Crowne Plaza, Embassy Suites, Doubletree and Hilton, all either connected to or within walking distance to the Convention Center. There are also additional hotel properties in town, including The Rose, Westin, Marriott Suites, Hyatt Place, Holiday Inn Select, Hampton Inn & Suites, Edward Hotel, Sheraton, Hyatt Rosemont and Best Western all a short distance away.



The Rivers Casino is located four blocks north of the Convention Center, and is by far the most successful gaming facility in the state of Illinois. In addition to a wide variety of gambling options, the Rivers Casino features a Hugo's Frog Bar and Chop House, the asian-themed Mian Bar, Flipt Gourmet Burger Bar and the Cube nightclub, featuring a state-of-art sound system and variety of live entertainment.

In addition to the entertainment district, Rosemont is home to some of the finest restaurants in the Chicago area. Gibsons Steakhouse, Morton's, Carlucci, Carmine's, Truluck's and Harry Caray's are all fine dining establishments that call the community home, as do popular and casual spots such as RAM Restaurant, T.G.I. Fridays, Moretti's, Murray Bros. Caddyshack and Dave & Buster's also Gino East and Giordano's, both known for their Chicago style deep dish pizza.



For all that Rosemont has to offer go to
www.rosemont.com

Chicago Travel & Adventure Show

January 14-15, 2023

Deadline To Receive Discounted Rates:
December 30, 2022

Show Information



SHOW COLORS

Back Drape: Black
Side Drape: Black
Booth Carpet: Teal

STANDARD BOOTH PACKAGE

Booth package to include 1 - 6' black skirted table, 2 - side chairs, 1 - wastebasket,
1 - standard blue booth carpeting and a booth ID sign.

EXHIBITOR MOVE-IN

| | |
|--------------------------|-----------------|
| Friday, January 13, 2023 | 9:00am - 4:30pm |
|--------------------------|-----------------|

SHOW HOURS

| | |
|----------------------------|------------------------------|
| Saturday, January 14, 2023 | 9:30am - 5:00pm (Trade Only) |
| Saturday, January 14, 2023 | 10:00am - 5:00pm (Public) |
| Sunday, January 15, 2023 | 11:00am - 4:00pm (Public) |

EXHIBITOR MOVE-OUT

| | |
|--------------------------|-----------------|
| Sunday, January 15, 2023 | 4:00pm - 8:00pm |
|--------------------------|-----------------|

SHOW MANAGEMENT INFORMATION

Ms. Julie Golicz
Unicomm LLC
284 C Quarry Road
Milford, CT 06460
Phone: (203) 878-2577
Fax: (203) 878-2154
Website: www.travelshows.com

January 14-15, 2023

Deadline To Receive Discounted

Rates:

December 30, 2022

EXHIBITOR INFORMATION

The Hyatt Regency O'Hare is the official Travel & Adventure Show hotel.

Please visit the show website, www.travelshows.com click on *Exhibitors Only* to reserve your accommodations.

SOUND LEVEL/BOOTH STRUCTURE

Booth contents may not extend beyond the dimensions of the booth, in the aisle or above the 8' back drape and 3' side drape.

Placement of display materials/signage in your booth which blocks the sightline of neighboring exhibitors and amplified sound in or around your booth is not permitted. Show Management reserves the right to determine at what point any of the above interferes with other exhibitors.

DISTRIBUTION OF LITERATURE, FOOD/BEVERAGE SAMPLING

Distribution of literature, samples, or any type of giveaway items may only be done from within your booth space. If you wish to giveaway samples of food and/or beverage, you must fill out the attached Sampling Forms. Any questions regarding sampling, please contact Rosemont Catering by Aramark, 1-847-629-6415.

WHAT EXHIBITORS ARE EXPECTED TO BRING & BOOTH SET UP

Furnishings to decorate the interior of your booth space, other than the standard booth package furnishings provided by Show Management. Office supplies you may need. Items cannot extend beyond the dimensions of the booth, in the aisle or above the 8' back drape and 3' side drape.

RECYCLING

Please take advantage of the recycling bins provided by the facility and return your Exhibitor badge and Lanyard to the Registration Desk at the end of the show.

PARKING GARAGE/LOADING DOCK F DIRECTIONS

Parking garage is located off River Road on Williams Street, across from the convention center.

Cost per day is \$15.00

Loading Dock F is located on River Road please refer to page 55 for directions.

For directions from the airport please visit www.travelshows.com

BUSINESS CENTER & ATM MACHINE

FedEx Business Center is located in the Hyatt Regency O'Hare hotel.

ATM located in the foyers of Hall F and Hall G

Map to Convention Center



Donald E. Stephens Convention Center
5555 N. River Road - Rosemont, IL 60018

FROM O'HARE:

East on the Kennedy Expressway to the River Road south exit.

FROM DOWNTOWN CHICAGO:

Northwest on the Kennedy Expressway to O'Hare Airport (190 west) Exit River Road, before reaching the airport. Turn right at River Road. The Convention Center is located 3 blocks south on the left.

FROM THE NORTH/NORTHWEST:

Take the Northwest Toll-Way (90) or the Tri-State Toll-Way (294) to the O'Hare exit, pay toll, proceed west a short distance to the Mannheim Road south exit. Exit Mannheim Road south and then immediately cloverleaf back down on 190 east to Chicago. Proceed east approximately one-half mile to the River Road south exit.

FROM THE SOUTH:

Take the Tri-State Toll-Way (294) to the O'Hare/River Road (190 west) exit, pay toll, exit left after the toll plaza to River Road. At the stop light, turn right on River Road. The Convention Center is located 3 blocks on the left.

AREA HOTELS:

- aloft Chicago O'Hare
- Best Western at O'Hare
- Chicago Marriott Suites O'Hare
- Crowne Plaza Chicago-O'Hare
- Doubletree Hotel O'Hare-Rosemont
- Edward Hotel Chicago - O'Hare/Rosemont
- Embassy Suites Chicago - O'Hare/Rosemont
- Hampton Inn & Suites
- Hilton Rosemont Chicago O'Hare
- Holiday Inn & Suites Chicago-O'Hare/Rosemont
- Hyatt Place Chicago/O'Hare
- Hyatt Regency O'Hare
- Hyatt Rosemont
- Loews Chicago O'Hare
- Residence Inn by Marriott Chicago O'Hare
- Sheraton Chicago O'Hare Airport Hotel
- The Rose
- The Westin O'Hare

PLANS

Exhibitors having pillars in their booths with a fire extinguisher or a fire hose on them are required to submit three (3) scaled floor plans of their exhibit to the Fire Department. Plans that are rejected will be sent back to the submitter for correction. Plans that are approved will also be sent back to the submitter and to the facility.

COMBUSTIBLES

Show Management shall advise all exhibitors that booths shall be cleared of combustible rubbish daily.

EXHIBIT BOOTHS

All draperies, back drops, booth partitions, and table coverings shall be cleared of non-combustible or fire retardant materials.

ELECTRICAL

All wiring, hook ups, flood lights, etc., must meet Village code. If an extension cord is used on display equipment, it should be of adequate size, U.L. approved, be in operable condition, and three wire grounded. If in doubt of access availability for power needs, or when requiring more than normal power, check in advance with the show electrician.

NO STORAGE

No storage of any kind is allowed behind the backdrapes. All unwanted containers and refuse should be placed in the aisle directly in front of the exhibit for housekeeping to remove.

DISPLAY OF MOTOR VEHICLES

Any automobile, motorcycle, truck, boat, or other equipment burning Class 1 fuel shall comply with the following requirements:

1. The fuel supply for 4-piston and under engines shall be none.
2. The fuel supply in larger than 4-piston engines shall be maximum of five gallons.
3. All motorcycles, all-terrain vehicles, snowmobiles and watercraft shall have no fuel.
4. Any battery or power source for the engine shall be disconnected.
5. No operation of any internal combustion engine will be allowed indoors, unless approved in writing by the Fire Prevention Bureau. Vehicles in the building for unloading must be unloaded and removed from the building as soon as possible.
6. A \$200.00 mobile unit fee as outlined on the Material Handling form will be charged to the exhibitor for each motor vehicle displayed

OPEN FLAMES & HEATING DEVICES

Where open flames or heating devices are being demonstrated or displayed, the Fire Department shall be notified beforehand and additional fire protection equipment may be required. Any quantities of flammable liquids that are kept on the premises must first be approved by the Fire Prevention Bureau and then be kept in appropriate safety cans.

EXPLOSIVES

No one shall be allowed to store, sell or bring into the building any substance of an explosive nature such as fireworks or Class B or Class A explosives of any type without approval from the Fire Prevention Bureau.

DRONES

For Safety reasons, the Donald E. Stephens Convention Center does not allow drones or other radio controlled flying devices to be operated within the facility at any time.

EMERGENCY EQUIPMENT

No extinguishers, emergency phones, sprinkler valves or hose connections shall be obstructed by booths, stands or any other items of exhibit.

CYLINDERS

Cylinders of compressed gases are prohibited unless approved by the Fire Prevention Bureau and shall be secured in an upright position.

ENTRANCE AND EXIT DOORS

All exits, hallways and aisles leading from the building are to be kept clear and unobstructed at all times. No curtains, drapes or decorations shall be hung in such a manner as to cover any exit signs. No exit door shall be locked, bolted or otherwise fastened or obstructed at any time when the exhibit building is open to the public. There shall be no obstruction blocking exit doors from the outside of any building, such as vehicles parked in doorways or barricades across sidewalks. No vehicles shall be parked in fire lanes outside of building.

SMOKING

Illinois State Law prohibits smoking within a public facility. Therefore, no smoking is permitted within the Donald E. Stephens Convention Center.

FOOD SERVICE

No food or beverage may be brought into the Convention Center from outside the facility. All food and beverage consumed on the premises must be provided by Rosemont Catering Company. For more information call 847-692-6415.

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December 30, 2022

EAC/I & D



Please Mail, E-mail or Fax Completed Form to RES:

9291 West Bryn Mawr, Rosemont, IL 60018 | Fax 847-696-9797
customerservice@rosemontexpo.com

In order to utilize an Independent Contractor/Display House to perform carpenter labor services for the set-up and dismantle of a booth display at the Donald E. Stephens Convention Center, the exhibiting company must complete the information below and submit the form to RES at least one business day prior to the beginning of the show move-in period.

Note that the responsible supervisor of the EAC must report to the RES Service Center prior to commencing set-up, and that no badges will be issued until all pertinent paperwork, including a Certificate of Insurance, has been submitted to RES. Also, only members of a Carpenter Labor Union with jurisdiction over Trade Show services within the Chicagoland area can be authorized to provide these setup and dismantle services.

I & D Company: _____

Address: _____

City: _____ State: _____ Zip: _____

Contact: _____

Phone Number: _____ Booth Number: _____

Representative: _____ Signature: _____

Email Address: _____

Exhibitor Will Pay

I & D Co. Will Pay

FURNITURE:

☐☐

CARPET:

☐☐

LABOR:

☐☐

CLEANING:

☐☐

FREIGHT:

☐☐

UTILITIES:

☐☐

OTHER SERVICES:

☐☐

Credit Card Payment Information for Responsible Party

Account Number: _____ Expiration Date: _____ CVV2 Code: _____

Cardholder Billing Address: _____

Signature of Cardholder: _____

Acceptance of this is contingent upon:

An established satisfactory credit rating with Rosemont Exposition Services by the Display House and return of the notification letter prior to the deadline date. Further, we understand and agree that failure to make payment within 30 days of receipt of invoice will result in a redirection of the invoice to the exhibiting company for full payment and will affect the Display House's future credit standing.

Company Name: _____ Phone #: _____ Fax #: _____

Address: _____ City: _____ State: _____ Zip: _____

Authorized By (print): _____ Signature: _____ Booth #: _____

Order Summary and Payment Sheet MUST accompany this order. All terms and conditions as outlined on the Order Summary and Payment Sheet have been reviewed and understood.

RES Address: 9291 West Bryn Mawr, Rosemont, IL 60018 • RES Telephone: 847-696-2208 • RES Fax: 847-696-9797

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Deadline To Receive Discounted Rates:
December 30, 2022

Third Party Billing



Please Mail, E-mail or Fax Completed Form to RES:

9291 West Bryn Mawr, Rosemont, IL 60018 | Fax 847-696-9797
customerservice@rosemontexpo.com

To: Rosemont Exposition Services, Inc.

Please be advised that we will be using an independent contractor of our own choosing to perform carpenter labor services at the Donald E. Stephens Convention Center. We are aware that a responsible representative of our contractor must report to the RES Service Desk on the first day of set-up. No badges will be issued until all pertinent paperwork is in order. Display house must also provide certificate of insurance to RES.

Third Party: _____

Address: _____

City: _____ State: _____ Zip: _____

Contact: _____

Phone Number: _____ Booth Number: _____

Representative: _____ Signature: _____

Email Address: _____

| | Exhibitor Will Pay | Third Party Will Pay |
|-----------------|-----------------------|-----------------------|
| FURNITURE: | <input type="radio"/> | <input type="radio"/> |
| CARPET: | <input type="radio"/> | <input type="radio"/> |
| LABOR: | <input type="radio"/> | <input type="radio"/> |
| CLEANING: | <input type="radio"/> | <input type="radio"/> |
| FREIGHT: | <input type="radio"/> | <input type="radio"/> |
| UTILITIES: | <input type="radio"/> | <input type="radio"/> |
| OTHER SERVICES: | <input type="radio"/> | <input type="radio"/> |

Credit Card Payment Information for Responsible Party

Account Number: _____ Expiration Date: _____ CW2 Code: _____

Cardholder Billing Address: _____

Signature of Cardholder: _____

Acceptance of this is contingent upon:

An established satisfactory credit rating with Rosemont Exposition Services by the Display House and return of the notification letter prior to the deadline date. Further, we understand and agree that failure to make payment within 30 days of receipt of invoice will result in a redirection of the invoice to the exhibiting company for full payment and will affect the Display House's future credit standing.

Company Name: _____ Phone #: _____ Fax #: _____

Address: _____ City: _____ State: _____ Zip: _____

Authorized By (print): _____ Signature: _____ Booth #: _____

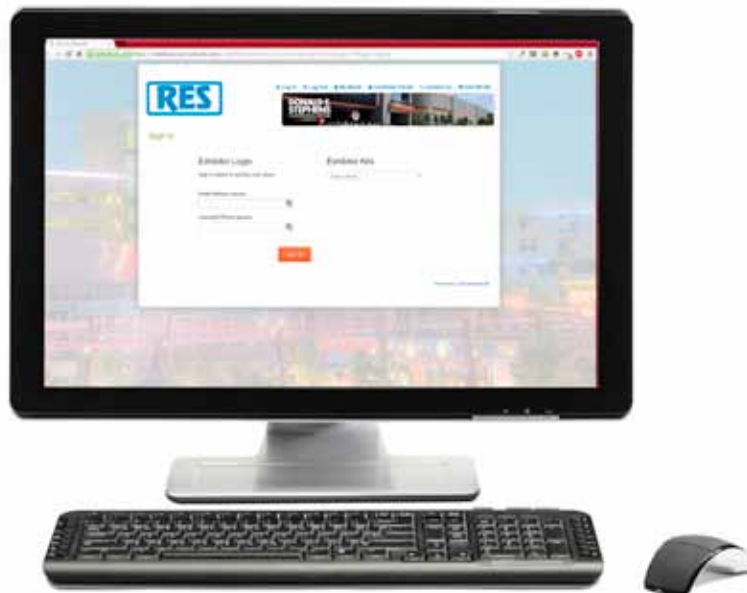
Order Summary and Payment Sheet MUST accompany this order. All terms and conditions as outlined on the Order Summary and Payment Sheet have been reviewed and understood.

RES Address: 9291 West Bryn Mawr, Rosemont, IL 60018 • RES Telephone: 847-696-2208 • RES Fax: 847-696-9797

Access Our Website at www.resexpo.com

STEP BY STEP ONLINE ORDERING

- 1) **E-MAIL ADDRESS:**
Enter your e-mail address.
- 2) **PHONE NUMBER:**
Enter your corporate phone number (do not use dashes ex 1231234567)
- 3) **SIGN IN:**
Click the "Sign In" button
- 4) **SHOW SELECT:**
Use the pull down menu to select the show you will be attending.
- 5) **SELECT BOOTH #:**
Use the pull down menu to select the booth number.
- 6) **ORDERING:**
Use the 7 tabs at the top of the page to navigate the various RES services.
- 7) **CHECKOUT:**
After you have completed your order(s) click on the cart (located in the top right corner).
Review item and make changes if necessary, then click "Proceed to Checkout".
Enter Credit Card info and click "Continue".
An order confirmation will be sent via email upon completion.



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Order Summary and Payment



Please Mail, E-mail or Fax Completed Form to RES:

9291 West Bryn Mawr, Rosemont, IL 60018 | Fax 847-696-9797
customerservice@rosemontexpo.com

Rosemont Exposition Services requires pre-payment of all advance orders. Payment may be by check drawn on U.S. Funds Account, MasterCard, Visa, American Express, or Discover Card.

We understand that your calculation is only an estimate of charges, and may not reflect the balance of the final invoice.

Please indicate below method of payment to be used for services provided by ROSEMONT EXPOSITION SERVICES.

_____ CASH
_____ BANK - WIRE TRANSFER
_____ CREDIT CARD
_____ CHECK Check # _____

Check should be made payable to
Rosemont Exposition Services, Inc.

Bank - Wire Transfer information

Bank transfer to Parkway Bank & Trust Co.

ABA# 071908160 ACCT# 109754

International

Bank transfer to Pacific Coast Bankers' Bank

SWIFT# PCBBUS66 ACCT# 109754

(There is a \$25.00 USD fee per each international transfer)

| SERVICES AND EQUIPMENT ORDERED | TOTAL FROM ORDER FORMS |
|--------------------------------|------------------------|
| Standard Furniture | \$ |
| Standard Booth Accessories | \$ |
| Custom Furniture | \$ |
| Carpet Rental | \$ |
| Exhibit Rental | \$ |
| Pegboard Rental | \$ |
| VU Case Rentals | \$ |
| Signage & Graphics | \$ |
| RES Extras | \$ |
| Floral | \$ |
| Photography | \$ |
| Electrical Service | \$ |
| Plumbing Service | \$ |
| Cleaning | \$ |
| Internet & Telecommunications | \$ |
| Computer Rental | \$ |
| Audio Visual | \$ |
| Material Handling | \$ |
| Carpenters | \$ |
| Riggers | \$ |
| Decorators | \$ |
| Electricians | \$ |
| Net Amount Due | \$ |

Payment Information for Credit Cards

☐ MasterCard

☐ VISA

☐ American Express

☐ Discover Card

Account Number: _____ Expiration Date: _____ CV2 Code: _____

Cardholder Billing Address: _____

Signature of Cardholder: _____

Company Name: _____ Show Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

Authorized By: _____ Email: _____

Signature: _____ Booth #: _____

By signing, I agree to all Terms and Conditions as outlined on the reverse side of this form.

Note that it is the policy and practice of Rosemont Exposition Services to mail out exhibitor show service statements at the conclusion of each event. If your company's show site personnel would like to review this statement during the event, please have them stop at the RES Service Center.

ORDER SUMMARY AND PAYMENT SHEET

Rosemont Exposition Services, Inc. requires all advance orders to be paid in full. Payments must be made in U.S. funds. Methods of payment are cash, certified, company or traveler's check, Discover, Visa, MasterCard or American Express. All statements presented on show site must be paid in full at that time, unless previous arrangements have been made for credit in advance. Please see that your show site representative is aware of this policy, and has a means of payment. The credit card authorization section of this form can also be used for show site payments.

STANDARD FURNITURE - CARPET RENTAL - CUSTOM FURNITURE - UTILITIES

Full payment must accompany advance order. Check or credit card is acceptable. Check should be made payable to Rosemont Exposition Services, Inc. For credit card payment please fill out the Order Summary and Payment Sheet included in your exhibitor kit. Orders and payment must be received by the deadline date indicated to be charged at the discount rate.

Note that discount rates are available only if orders are received by RES on or before the deadline date identified on each of the service order forms included in this kit. Also please be aware of all terms and conditions as outlined on the Standard Furniture, Carpet, Custom Furniture and Utilities Forms. Adjustments cannot be made after the event.

CANCELLATION TERMS

There will be a 100% charge on skirted tables and drape cancelled once show set-up has begun. Cancellation charges for all other items is 50% of the standard rate. NO ADJUSTMENTS WILL BE MADE AFTER SHOW CLOSING.

LABOR

When ordering labor, please be aware of the following:

1. This advance labor request will be considered as only a reservation for labor.
2. On the day and time that you require labor, you must go to the Labor Service Desk, pick up and sign out your labor crew.
3. The labor crew will not be sent to your booth without being signed out.
4. Upon completion of their work, you MUST return the laborers to the Labor Service Desk and sign them in.
5. All labor is billed at one-half hour minimum for each man.
6. Number of workers required will be determined by labor foreman.
7. Gratuities are not required or accepted by any DES/RES Labor Crew.

MATERIAL HANDLING

Drayage and warehouse freight are billed on a round-trip basis, and invoicing will be done from the actual weight as listed on the inbound bills of lading. If you have any questions about material handling, please contact our Customer Service Department. NOTE THAT NO ADJUSTMENTS TO DRAYAGE CHARGES WILL BE MADE ONCE THE SHOW MOVE-OUT HAS CONCLUDED.

WASTE REMOVAL

Environmental Protection Agency (EPA) regulations require that all water soluble cutting and grinding fluids (coolants-synthetics, soluble oil) be removed in approved containers at the end of the show. This service is available from the official General Contractor who will collect the fluids named on the front from special steel barrels (55 gal. drums) and remove them from the show premises. Each exhibitor, however, has the responsibility of collecting and placing the fluids named on the front of his/her barrel(s).

WATER SOLUBLE CUTTING AND GRINDING FLUIDS (COOLANTS-SYNTHETIC, SEMI-SYNTHETIC, SOLUBLE OIL) ONLY SHALL BE PLACED IN APPROVED BARRELS AS MARKED. DO NOT MIX WITH WASTE STRAIGHT OIL, AS THIS WILL RESULT IN A PREMIUM SURCHARGE OF DOUBLE THE QUOTE PER GALLON CHARGE.

WASTE STRAIGHT OIL MUST NOT BE MIXED WITH ANY OTHER MATERIALS INCLUDING WATER SOLUBLE CUTTING AND GRINDING FLUIDS (COOLANTS-SYNTHETIC, SEMI-SYNTHETIC, SOLUBLE OIL) AS THIS WILL RESULT IN A SURCHARGE TO THE EXHIBITOR PER GALLON FOR REMOVAL OF MIXED FLUIDS. ONLY PLACE WASTE STRAIGHT OIL IN DESIGNATED BARRELS.

Chicago Travel & Adventure Show

January 14-15, 2023

Deadline To Receive Discounted Rates:
December 30, 2022

Standard Furniture



Please Mail, E-mail or Fax Completed Form to RES:

9291 West Bryn Mawr, Rosemont, IL 60018 | Fax 847-696-9797
customerservice@rosemontexpo.com

SKIRTED TABLES & RISERS

Any order received without
a specific color will be
accommodated with show colors.



| | QUANTITY | DISCOUNT | STANDARD | TOTAL |
|-----------------------------|----------|----------|----------|----------|
| 2' x 4' x 30" Skirted Table | _____ x | \$115.00 | \$165.00 | \$ _____ |
| 2' x 4' x 42" Skirted Table | _____ x | \$120.00 | \$170.00 | \$ _____ |
| 2' x 6' x 30" Skirted Table | _____ x | \$125.00 | \$175.00 | \$ _____ |
| 2' x 6' x 42" Skirted Table | _____ x | \$130.00 | \$180.00 | \$ _____ |
| 2' x 8' x 30" Skirted Table | _____ x | \$135.00 | \$185.00 | \$ _____ |
| 2' x 8' x 42" Skirted Table | _____ x | \$140.00 | \$190.00 | \$ _____ |
| 4th side of skirting | _____ x | \$40.00 | \$60.00 | \$ _____ |
| Skirt color | _____ | | | |
| 1' x 4' x 1' Skirted Riser | _____ x | \$55.00 | \$85.00 | \$ _____ |
| 1' x 6' x 1' Skirted Riser | _____ x | \$65.00 | \$95.00 | \$ _____ |
| 4th side of skirting | _____ x | \$20.00 | \$30.00 | \$ _____ |
| Skirt color | _____ | | | |



White



Black



Grey



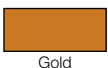
Red



Blue



Burgundy



Gold



Teal



Hunter Green

UNSKIRTED TABLES & RISERS



| | QUANTITY | DISCOUNT | STANDARD | TOTAL |
|--------------------------|----------|----------|----------|----------|
| 2' x 4' x 30" Wood Table | _____ x | \$55.00 | \$75.00 | \$ _____ |
| 2' x 4' x 42" Wood Table | _____ x | \$55.00 | \$75.00 | \$ _____ |
| 2' x 6' x 30" Wood Table | _____ x | \$60.00 | \$80.00 | \$ _____ |
| 2' x 6' x 42" Wood Table | _____ x | \$60.00 | \$80.00 | \$ _____ |
| 2' x 8' x 30" Wood Table | _____ x | \$65.00 | \$85.00 | \$ _____ |
| 2' x 8' x 42" Wood Table | _____ x | \$65.00 | \$85.00 | \$ _____ |
| 1' x 4' x 1' Riser | _____ x | \$35.00 | \$55.00 | \$ _____ |
| 1' x 6' x 1' Riser | _____ x | \$40.00 | \$60.00 | \$ _____ |

BOOTH FURNITURE



| | QUANTITY | DISCOUNT | STANDARD | TOTAL |
|--|----------|----------|----------|----------|
| 30" Diam. Round Table 30" Tall (Black Top) | _____ x | \$180.00 | \$240.00 | \$ _____ |
| 30" Diam. Round Table 42" Tall (Black Top) | _____ x | \$180.00 | \$240.00 | \$ _____ |
| Arm Chair | _____ x | \$105.00 | \$130.00 | \$ _____ |
| Black Barstool with back | _____ x | \$110.00 | \$135.00 | \$ _____ |
| Side Chair | _____ x | \$80.00 | \$120.00 | \$ _____ |

ORDER TOTAL \$ _____

Company Name: _____ Booth #: _____

Authorized By (print): _____ Signature: _____

Order Summary and Payment Sheet MUST accompany this order. All terms and conditions as outlined on the Order Summary and Payment Sheet have been reviewed and understood.

RES Address: 9291 West Bryn Mawr, Rosemont, IL 60018 • RES Telephone: 847-696-2208 • RES Fax: 847-696-9797

Chicago Travel & Adventure Show

January 14-15, 2023

Deadline To Receive Discounted Rates:
December 30, 2022

Standard Booth Accessories



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customerservice@rosemontexpo.com

BOOTH ACCESSORIES



| | QUANTITY | DISCOUNT | STANDARD | TOTAL |
|---|----------|----------|----------|----------|
| Chrome Coat Tree | _____ x | \$50.00 | \$75.00 | \$ _____ |
| Tablet Stand | _____ x | \$185.00 | \$215.00 | \$ _____ |
| Wastebasket | _____ x | \$17.50 | \$22.50 | \$ _____ |
| Large Trash Can | _____ x | \$35.00 | \$50.00 | \$ _____ |
| 22" x 28" Sign Holder | _____ x | \$85.00 | \$115.00 | \$ _____ |
| Adjustable Easel | _____ x | \$30.00 | \$45.00 | \$ _____ |
| Wooden Park Bench | _____ x | \$175.00 | \$225.00 | \$ _____ |
| Bag Display | _____ x | \$75.00 | \$100.00 | \$ _____ |
| Chrome Stanchion | _____ x | \$50.00 | \$75.00 | \$ _____ |
| Chrome Stanchions w/ 6' Black Tension Rope | _____ x | \$95.00 | \$125.00 | \$ _____ |



SPECIAL BOOTH DRAPE & EQUIPMENT

Drape Colors



| | QUANTITY | DISCOUNT | STANDARD | TOTAL |
|----------------------------|------------|------------|------------|----------|
| Background Drape (8' high) | _____ ft x | \$17.50/ft | \$22.50/ft | \$ _____ |
| Side Drape (3' high) | _____ ft x | \$12.50/ft | \$15.00/ft | \$ _____ |

Drape color _____

| | | | | |
|-------------------|---------|---------|---------|----------|
| Up-Rights 3' high | _____ x | \$15.00 | \$20.00 | \$ _____ |
| Up-Rights 8' high | _____ x | \$15.00 | \$20.00 | \$ _____ |
| Crossbars | _____ x | \$15.00 | \$20.00 | \$ _____ |

ORDER TOTAL \$ _____

Company Name: _____ Booth #: _____

Authorized By (print): _____ Signature: _____

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Chicago Travel & Adventure Show

January 14-15, 2023

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Standard Counters and Workstations



Please Mail, E-mail or Fax Completed Form to RES:

9291 West Bryn Mawr, Rosemont, IL 60018 | Fax 847-696-9797
customerservice@rosemontexpo.com

RES has a complete line of computer stands and workstations in stock and ready to use. Each of the units pictured below include your company graphics where indicated, as well as delivery and set-up. Computer equipment and monitors are available on the Computer Rental form included in the service manual.

Square Workstation

Fabric Panel Colors Available:
black, dark grey, silver, blue

Overall Size:
23" wide x 39" tall x 23" deep

Graphic Size:
22" wide x 30" tall

Fabric Color _____

_____ x \$450.00 \$ _____
GRAPHIC & COUNTER TOTAL



Double Workstation

Fabric Panel Colors Available:
black, dark grey, silver, blue

Overall Size:
46" wide x 39" tall x 23" deep

Graphic Size:
44" wide x 30" tall

Fabric Color _____

_____ x \$600.00 \$ _____
GRAPHIC & COUNTER TOTAL



Oval Tambour Workstation

Fabric Panel Colors Available:
black, dark grey, silver, blue

Overall Size:
43" wide x 40" tall x 23" deep

Graphic Size:
24" wide x 30" tall

Fabric Color _____

_____ x \$600.00 \$ _____
GRAPHIC & COUNTER TOTAL



Stratus Workstation

Fabric Panel Colors Available:
black, dark grey, silver, blue

Overall Size:
43" wide x 87" tall x 27" deep

Graphic Size:
1-sided 18" wide x 44" tall

Fabric Color _____

_____ x \$600.00 \$ _____
GRAPHIC & COUNTER TOTAL



Truss Workstation

Fabric Panel Colors Available:
black, dark grey, silver, blue

Overall Size:
29" wide x 92" tall x 46" deep

Fabric Color _____

_____ x \$725.00 \$ _____
COUNTER TOTAL



Meter Counter

Blank Panel Colors Available:
black, grey, white

Overall Size:
41 1/2" wide x 39" tall x 21" deep

Graphic Size:
38 1/4" wide x 34 3/8" tall

Panel Color _____

_____ x \$625.00 \$ _____
GRAPHIC & COUNTER TOTAL



Curved Counter

Blank Panel Colors Available:
black, grey, white

Overall Size:
58" wide x 39" tall x 28" deep

Graphic Size:
60 11/16" wide x 34 3/8" tall

Panel Color _____

_____ x \$700.00 \$ _____
GRAPHIC & COUNTER TOTAL



Counter with Header

Blank Panel Colors Available:
black, grey, white

Overall Size:
60" wide x 96" tall x 21" deep

Graphic Size:
57 3/4" wide x 34 3/8" tall

Panel Color _____

_____ x \$800.00 \$ _____
GRAPHIC & COUNTER TOTAL



ORDER TOTAL \$ _____

Company Name: _____ Booth #: _____

Authorized By (print): _____ Signature: _____

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RES Address: 9291 West Bryn Mawr, Rosemont, IL 60018 • RES Telephone: 847-696-2208 • RES Fax: 847-696-9797

ITEM # DESCRIPTION COLOR DISC REG QTY TOTAL

CHAIRS

| | | | | | | |
|-------|-------------------|----------------------|-----|-----|--|--|
| CH100 | JACOBSON CHAIR | BK WH | 140 | 190 | | |
| CH101 | DELTA CHAIR | BK | 140 | 190 | | |
| CH102 | MONACO CHAIR | BK | 125 | 175 | | |
| CH103 | CAZMA CHAIR | BK RD | 150 | 200 | | |
| CH104 | TOLEDO CHAIR | NAT | 125 | 175 | | |
| CH106 | CRISS CROSS CHAIR | WH | 125 | 175 | | |
| CH107 | PARIS CHAIR | WH | 150 | 200 | | |
| CH109 | LIQUID CHAIR | BK BU CL GR GY RD WH | 150 | 200 | | |
| CH111 | TICINO CHAIR | WH | 150 | 200 | | |
| CH112 | RETRO CHAIR | STEEL | 125 | 175 | | |
| CH113 | LESLIE CHAIR | WH | 125 | 175 | | |
| CH114 | TENDY CHAIR | BK WL WH | 125 | 175 | | |
| CH115 | SHEN CHAIR | BK WH | 150 | 200 | | |
| CH116 | BELLA CHAIR | BK WH | 150 | 200 | | |
| CH118 | EURO CHAIR | BK GY WH | 125 | 175 | | |

BAR STOOLS

| | | | | | | |
|---------|------------------------|----------------------|-----|-----|--|--|
| ST201 | DELTA BAR STOOL | BK | 175 | 225 | | |
| ST202 | MONACO BAR STOOL | BK | 175 | 225 | | |
| ST203 | EQUINO STOOL, Adj. | BK RD WH | 175 | 225 | | |
| ST204 | TOLEDO BAR STOOL | NAT | 150 | 200 | | |
| ST206 | CRISS CROSS BAR STOOL | WH | 150 | 200 | | |
| ST207 | PARIS BAR STOOL | WH | 175 | 225 | | |
| ST208 | TICKLE STOOL, Adj. | OR RD WH | 150 | 200 | | |
| ST209 | LIQUID BAR STOOL | BK BU CL GR GY RD WH | 175 | 225 | | |
| ST210 | OTTO BAR STOOL, Adj. | BK WH | 150 | 200 | | |
| ST211 | TICINO BAR STOOL | WH | 175 | 225 | | |
| ST212 | RETRO BAR STOOL | STEEL | 150 | 200 | | |
| ST214 | TENDY BAR STOOL | BK WL WH | 175 | 225 | | |
| ST215 | SHEN BAR STOOL | BK WH | 175 | 225 | | |
| ST216 | BELLA BAR STOOL | BK WH | 175 | 225 | | |
| ST217 | PLUTO BAR STOOL, Adj. | BK WH | 150 | 200 | | |
| ST218 | EURO BAR STOOL, Adj. | BK GY WH | 150 | 200 | | |
| ST218-2 | EURO 2 BAR STOOL, Adj. | BK GY WH | 150 | 200 | | |
| ST219 | TECH STOOL, Adj. | WH | 150 | 200 | | |

CAFÉ TABLES 30"H

| | | | | | | |
|-------|-----------------------|----------|-----|-----|--|--|
| CT300 | PEDESTAL TABLE 24"DIA | BK WH | 175 | 225 | | |
| CT301 | PEDESTAL TABLE 30"DIA | BK WH | 150 | 200 | | |
| CT302 | CAFÉ TABLE 36" DIA | BK GY WH | 175 | 225 | | |
| CT303 | CAFÉ TABLE 42" DIA | BK GY WH | 175 | 225 | | |
| CT304 | SQUARE CAFÉ TABLE 30" | BK WH | 175 | 225 | | |

ITEM # DESCRIPTION COLOR DISC REG QTY TOTAL

| | | | | | | |
|-------|--------------------------|--------------|-----|-----|--|--|
| CT305 | SQUARE CAFÉ TABLE 36" | BK WH | 175 | 225 | | |
| CT306 | TRAVE TABLE 36"DIA | GLASS | 200 | 250 | | |
| CT307 | BISTRO TABLE 30"DIA | BK NAT WL WH | 175 | 225 | | |
| CT310 | CHROMA TABLE 27.5 Square | ALUMINUM | 150 | 200 | | |
| CT311 | CHROMA TABLE 27.5 Round | ALUMINUM | 150 | 200 | | |
| CT312 | RETRO TABLE | STEEL | 175 | 225 | | |
| CT313 | MARTINI TABLE 36" | CH/GL | 200 | 250 | | |
| CT314 | ABBY CAFÉ TABLE | WH | 220 | 270 | | |
| CT353 | ALTOS TABLE 60x36 | GLASS | 250 | 325 | | |
| CT355 | ABBY TABLE 63x36 | WH | 250 | 325 | | |

BAR TABLES AND BARS 42"H

| | | | | | | |
|---------|---------------------------------|--------------|-----|-----|--|--|
| BT400 | BAR PEDESTAL TABLE 24"DIA | BK WH | 175 | 225 | | |
| BT401 | BAR PEDESTAL TABLE 30"DIA | BK WH | 200 | 250 | | |
| BT402 | BAR HIGH TABLE 36" DIA | BK GY WH | 200 | 250 | | |
| BT404 | SQUARE BAR TABLE 30" | BK WH | 175 | 225 | | |
| BT405 | SQUARE BAR TABLE 36" | BK WH | 200 | 250 | | |
| BT406 | TRAVE BAR TABLE 32"DIA | GLASS | 225 | 275 | | |
| BT407 | BRAVO BAR TABLE 30"DIA | BK NAT WL WH | 200 | 250 | | |
| BT410 | CHROMA BAR TABLE 23.5" DIA | ALUMNUM | 175 | 225 | | |
| BT412 | RETRO BAR TABLE 24" Square | STEEL | 200 | 250 | | |
| BT413 | MARTINI BAR TABLE 32"DIA | CH/GL | 225 | 275 | | |
| BT451 | INFORMATION CTR. w/doors | BK WH | 450 | 550 | | |
| BT453 | MILANO BAR | BK WH | 675 | 875 | | |
| BT454 | BALI BAR | BK WH | 450 | 600 | | |
| BT454-P | BALI BAR w/charging station | BK WH | 550 | 700 | | |
| BT457 | EDGE COMMUNAL BAR TABLE | BK WH | 550 | 700 | | |
| BT457-P | EDGE COMMUNAL BAR TABLE w/power | BK WH | 675 | 875 | | |

MODULAR BARS AND LED PEDESTALS

(BT486 for use with BT480-BT48)

| | | | | | | |
|-------|-------------------------------|--------|-----|-----|--|--|
| BT480 | MOD CYLINDER PEDESTAL 18 | WH | 150 | 200 | | |
| BT481 | MOD CYLINDER PEDESTAL 30 | WH | 200 | 250 | | |
| BT482 | MOD CYLINDER PEDESTAL 42 | WH | 225 | 275 | | |
| BT483 | MOD CUBE 24X24 | WH | 200 | 250 | | |
| BT484 | MOD CUBE PEDESTAL 21X42 | WH | 225 | 275 | | |
| BT486 | LED LIGHT BOX w/adaptor MULTI | (RBGW) | 100 | 125 | | |

CUSTOM FURNITURE CONTINUED ON NEXT PAGE

Company Name: _____ Booth #: _____

Authorized By (print): _____ Signature: _____

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RES Address: 9291 West Bryn Mawr, Rosemont, IL 60018 • RES Telephone: 847-696-2208 • RES Fax: 847-696-9797

| ITEM # | DESCRIPTION | COLOR | DISC | REG | QTY | TOTAL |
|--------|-------------|-------|------|-----|-----|-------|
|--------|-------------|-------|------|-----|-----|-------|

CONFERENCE AND OFFICE CHAIRS

| | | | | | | |
|-------|-----------------------|-------|-----|-----|--|--|
| C0501 | OTTO GUEST CHAIR | BK WH | 150 | 200 | | |
| C0502 | OTTO CHAIR | BK WH | 175 | 225 | | |
| C0507 | GUEST CHAIR | BK | 125 | 175 | | |
| C0508 | MIDBACK CHAIR | BK | 150 | 200 | | |
| C0509 | STACKABLE SIDE CHAIR | BK | 75 | 125 | | |
| C0510 | STACKABLE ARM CHAIR | BK | 100 | 150 | | |
| C0512 | TASK CHAIR | BK | 125 | 175 | | |
| C0513 | TASK STOOL | BK | 150 | 200 | | |
| C0520 | ZURICH HIGHBACK CHAIR | BK WH | 225 | 275 | | |

CONFERENCE TABLES

| | | | | | | |
|-------|---------------------------------------|------------------|-----|-----|--|--|
| CF602 | GLACIER ROUND CONFERENCE TABLE 47"DIA | WH | 400 | 500 | | |
| CF603 | CONFERENCE TABLE 48"DIA | BK COG GY MAP WH | 275 | 375 | | |
| CF604 | GLACIER CONFERENCE TABLE 79" | WH | 500 | 650 | | |
| CF605 | RECTANGULAR TABLE 6' | BK CG MP WH | 375 | 475 | | |
| CF606 | OVAL CONFERENCE TABLE 6' | BK GY WH | 375 | 475 | | |
| CF608 | OVAL CONFERENCE TABLE 8' | BK GY WH | 425 | 550 | | |
| CF609 | RECTANGULAR TABLE 8' | BK WH | 425 | 550 | | |
| CF610 | OVAL CONFERENCE TABLE 10' | BK WH | 600 | 800 | | |
| CF611 | RECTANGULAR TABLE 10' | BK WH | 600 | 800 | | |

OFFICE FURNITURE

| | | | | | | |
|---------|-------------------------|-------|-----|-----|--|--|
| OF650 | DESK W/LOCKING 2-DRAWER | BK | 400 | 525 | | |
| OF652 | LATERAL FILE, LOCKING | BK | 300 | 400 | | |
| OF653 | STORAGE CABINET LOCKING | BK WH | 350 | 450 | | |
| OF654 | COMPUTER WORKSTATION | BK | 150 | 200 | | |
| OF659 | CREDENZA | WH | 375 | 475 | | |
| OF659-L | CREDENZA w/legs | WH | 375 | 475 | | |
| OF660 | GLACIER SIDEBORD | WH | 475 | 625 | | |
| OF670 | PARSON DESK | GY WH | 250 | 350 | | |
| OF671 | BALI DESK | BK WH | 300 | 400 | | |

LOUNGE SEATING

| | | | | | | |
|-------|--------------------------|----------|-----|-----|--|--|
| LG700 | HAVANA SOFA | BR | 500 | 650 | | |
| LG702 | HAVANA CHAIR | BR | 450 | 600 | | |
| LG703 | MADRID LEATHER SOFA | BK | 450 | 600 | | |
| LG704 | MADRID LEATHER LOVESEAT | BK | 425 | 550 | | |
| LG705 | MADRID LEATHER CHAIR | BK | 400 | 525 | | |
| LG706 | SCANDIC LEATHER SOFA | BK RD WH | 475 | 600 | | |
| LG707 | SCANDIC LEATHER LOVESEAT | BK RD WH | 425 | 550 | | |
| LG708 | SCANDIC LEATHER CHAIR | BK RD WH | 400 | 525 | | |

| ITEM # | DESCRIPTION | COLOR | DISC | REG | QTY | TOTAL |
|--------|-------------|-------|------|-----|-----|-------|
|--------|-------------|-------|------|-----|-----|-------|

| | | | | | | |
|---------|-----------------------------|----------------|-----|-----|--|--|
| LG709 | PRATO ARM CHAIR | BK WH | 300 | 400 | | |
| LG710 | PRATO ARMLESS SECTIONAL | BK WH | 225 | 275 | | |
| LG711 | PRATO CORNER SECTIONAL | BK WH | 275 | 375 | | |
| LG712 | SOLO SOFA | BK RD | 400 | 525 | | |
| LG713 | SOLO LOVESEAT | BK RD | 450 | 600 | | |
| LG714 | SOLO CHAIR | BK RD | 375 | 475 | | |
| LG715 | MALIBU SOFA w/power | BK WH | 500 | 650 | | |
| LG716 | MALIBU CHAIR w/power | BK WH | 400 | 525 | | |
| LG717 | IBIZA CHAIR | BK WH | 475 | 600 | | |
| LG720 | CAPRI SECTIONAL SOFA | BK WH | 500 | 625 | | |
| LG721 | CAPRI SECTIONAL BENCH | BK WH | 375 | 475 | | |
| LG722 | DANE SOFA | GY | 475 | 600 | | |
| LG723 | DANE CHAIR | BU GR OR TP YL | 400 | 525 | | |
| LG729 | MIAMI CHAIR | GY WH | 400 | 525 | | |
| LG730 | SOHO CURVED BANQUETTE | WH | 540 | 710 | | |
| LG731 | SOHO CURVED BENCH | WH | 400 | 525 | | |
| LG732 | SOHO LOVESEAT | WH | 400 | 525 | | |
| LG733 | TRIBECA LEATHER SOFA | GY | 525 | 650 | | |
| LG734 | TRIBECA LEATHER LOVESEAT | GY | 500 | 625 | | |
| LG735 | TRIBECA LEATHER CHAIR | GY | 425 | 550 | | |
| LG736 | ASPEN SOFA | WH | 525 | 650 | | |
| LG737 | ASPEN CHAIR | WH | 425 | 550 | | |
| LG744-L | MAUI CORNER SECTIONAL LEFT | WH | 275 | 375 | | |
| LG744-R | MAUI CORNER SECTIONAL RIGHT | WH | 275 | 375 | | |
| LG745 | MAUI OTTOMAN | WH | 200 | 250 | | |
| LG746 | ANTON LOVESEAT | PEARL | 300 | 400 | | |
| LG747 | ANTON CHAIR | PEARL | 200 | 250 | | |
| LG749 | TICINO SETTEE | WH | 300 | 400 | | |
| LG750 | BENCH OTTOMAN | BK WH | 225 | 275 | | |
| LG753 | ROUND SWIVEL OTTOMAN | BK OR WH | 125 | 175 | | |
| LG755 | BLOCK OTTOMAN | BK BU RD WH | 125 | 175 | | |
| LG756 | ANGLE OTTOMAN | BK RD SL WH | 360 | 480 | | |
| LG757 | RECTANGLE BLOCK OTTOMAN | BK RD SL WH | 200 | 250 | | |
| LG760 | CAPRI ROUND OTTOMAN | WH | 200 | 250 | | |
| LG780 | STEN SWIVEL CHAIR | BK RED WH | 250 | 350 | | |
| LG785 | LARGO CHAIR | WH | 250 | 350 | | |
| LG786 | SWAN CHAIR | BK WH | 250 | 350 | | |

CUSTOM FURNITURE CONTINUED ON NEXT PAGE

Company Name: _____ Booth #: _____

Authorized By (print): _____ Signature: _____

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Chicago Travel & Adventure Show

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Custom Furniture Continued



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customerservice@rosemontexpo.com

ITEM # DESCRIPTION COLOR DISC REG QTY TOTAL

OCCASIONAL TABLES

| | | | | | | |
|----------|-------------------------------|-------------------|-----|-----|--|--|
| OT800 | MONZA SQUARE COCKTAIL | BK | 200 | 250 | | |
| OT801 | MONZA OVAL COCKTAIL | BK | 175 | 225 | | |
| OT802 | MONZA END TABLE | BK | 150 | 200 | | |
| OT804 | TUSCAN COCKTAIL TABLE | TK | 200 | 250 | | |
| OT805 | TUSCAN END TABLE | TK | 175 | 225 | | |
| OT806 | HILO COCKTAIL TABLE | GL | 200 | 250 | | |
| OT807 | HILO END TABLE | GL | 175 | 225 | | |
| OT814 | PALMA COCKTAIL TABLE | WL WH | 200 | 250 | | |
| OT815 | PALMA END TABLE | WL WH | 175 | 225 | | |
| OT816 | PALMA SOFA TABLE | WL WH | 225 | 275 | | |
| OT817 | KEMI COCKTAIL TABLE | GL | 200 | 250 | | |
| OT818 | KEMI END TABLE | GL | 175 | 225 | | |
| OT819 | KEMI SOFA TABLE | GL | 225 | 275 | | |
| OT821 | VEGA TABLE 18" DIA. Adj. | BK BU GY RD YL WH | 125 | 175 | | |
| OT822 | SPLIT SIDE TABLE | BK RD WH | 225 | 275 | | |
| OT828 | ABBY COCKTAIL TABLE | GY WH | 225 | 275 | | |
| OT829 | ABBY END TABLE | GY WH | 175 | 225 | | |
| OT830 | JUPITER SIDE TABLE | BK WH | 175 | 225 | | |
| OT839 | LINEAR COCKTAIL BENCH | STEEL | 225 | 275 | | |
| OT840 | LINEAR END BENCH | STEEL | 175 | 225 | | |
| OT841 | GIO COCKTAIL TABLE | BK ESPRESSO | 175 | 225 | | |
| OT842 | GIO END TABLE | BK ESPRESSO | 150 | 200 | | |
| OT843 | SPA COCKTAIL TABLE | GL | 225 | 275 | | |
| OT844 | SPA END TABLE | GL | 175 | 225 | | |
| OT855-SQ | KLUB COCKTAIL TABLE SQUARE | WH | 225 | 275 | | |
| OT855-R | KLUB COCKTAIL TABLE RECTANGLE | WH | 225 | 275 | | |
| OT856 | KLUB END TABLE | WH | 225 | 275 | | |
| OT857 | KLUB SOFA TABLE | WH | 225 | 275 | | |
| OT858 | KAI COCKTAIL TABLE | BK | 225 | 275 | | |
| OT860 | FIJI COCKTAIL TABLE | GL | 225 | 275 | | |
| OT861 | FIJI END TABLE | GL | 175 | 225 | | |

ITEM # DESCRIPTION COLOR DISC REG QTY TOTAL

EXTRAS

| | | | | | | |
|-------|--------------------------|--------|-----|-----|--|--|
| XT199 | FOLDING CHAIR | BK GY | 75 | 100 | | |
| XT900 | REFRIGERATOR 4.1 CF | BK WH | 250 | 300 | | |
| XT906 | VELOUR ROPE | BK RD | 35 | 50 | | |
| XT909 | WATERFALL CLOTHES RACK | CHROME | 100 | 150 | | |
| XT910 | COAT TREE | ST | 100 | 125 | | |
| XT911 | WASTEBASKET | BK | 40 | 65 | | |
| XT913 | 6 POCKET LIT RACK | BK | 150 | 200 | | |
| XT914 | WIRE 10 POCKET LIT RACK | SL | 125 | 175 | | |
| XT915 | CURVED 6 POCKET LIT RACK | SILVER | 175 | 225 | | |
| XT916 | COMPUTER PEDESTAL 24X42 | BK WH | 325 | 425 | | |
| XT919 | CUBE PEDESTAL | BK WH | 225 | 275 | | |
| XT922 | LAURENCE SHELF 72" H | BK WH | 175 | 225 | | |
| XT923 | METAL SHELVING 54" H | BK CH | 125 | 150 | | |
| XT924 | METAL SHELVING 72" H | BK CH | 150 | 200 | | |
| XT925 | CUBE SHELF 58"H | GY WH | 150 | 200 | | |
| XT946 | BOXWOOD WALL DIVIDER | GR | 500 | 625 | | |
| XT948 | 5 TIER LOCKER | BK | 225 | 275 | | |
| XT957 | TWIST FLOOR LAMP | SILVER | 200 | 250 | | |
| XT964 | CLUB LAMP | WH | 125 | 175 | | |
| XT965 | CLUB FLOOR LAMP | WH | 175 | 225 | | |
| XT966 | SOHO LAMP | WH | 125 | 175 | | |
| XT967 | SOHO FLOOR LAMP | WH | 175 | 225 | | |

ORDER TOTAL \$ _____

Company Name: _____ Phone #: _____ Fax #: _____

Address: _____ City: _____ State: _____ Zip: _____

Authorized By (print): _____ Signature: _____ Booth #: _____

Order Summary and Payment Sheet MUST accompany this order. All terms and conditions as outlined on the Order Summary and Payment Sheet have been reviewed and understood.

RES Address: 9291 West Bryn Mawr, Rosemont, IL 60018 • RES Telephone: 847-696-2208 • RES Fax: 847-696-9797

Chairs



CH100 JACOBSON CHAIR
Black, White
18"Wx17"Dx18"H



CH101 DELTA CHAIR
Black
23"Wx22"Dx18"H



CH102 MONACO CHAIR
Black
23"Wx23"Dx18"H



CH103 CAZMA CHAIR
Black, Red
22"Wx22"Dx18"H



CH104 TOLEDO CHAIR
Natural/Chrome
17"Wx19"Dx18"H



CH106 CRISS CROSS
White/Chrome
17"Wx19"Dx18"H



CH107 PARIS CHAIR
White
19"Wx22"Dx18"H



CH109 LIQUID CHAIR
Blue, Clear, Green, Grey, Red, White
20"Wx18"Dx18"H



CH111 TICINO CHAIR
White
18"Wx19"Dx18"H



CH112 RETRO CHAIR
Steel
19"Wx17"Dx18"H



CH113 LESLIE CHAIR
White
19"Wx21"Dx18"H



CH114 TENDY CHAIR
Black, Walnut, White
17"Wx18"Dx18"H



CH115 SHEN CHAIR
Black, White
18"Wx20"Dx18"H



CH116 BELLA CHAIR
Black, White
18"Wx20"Dx19"H



CH118 EURO CHAIR
Black, Grey, White
22"Wx21"Dx18"H

Bar Stools



ST201 DELTA STOOL
Black
20"Wx19"Dx28"H



ST202 MONACO STOOL
Black
23"Wx23"Dx30"H



ST203 EQUINO STOOL
Black, Red, White - Adj.
14"Wx17"Dx26-30"H



ST204 TOLEDO STOOL
Natural/Chrome
19"Wx19"Dx30"H



ST206 CRISS CROSS STOOL
White/Chrome
15"Wx19"Dx29"H



ST207 PARIS STOOL
White
19"Wx18"Dx30"H



ST208 TICKLE STOOL
Orange, Red, White - Adj.
19"Wx21"Dx23-31"H



ST209 LIQUID STOOL
Blue, Clear, Green, Grey, Red, White
19"Wx20"Dx30"H



ST210 OTTO STOOL
Black, White
16"Wx18"Dx24-30"H



ST211 TICINO STOOL
White
17"Wx20"Dx30"H



ST212 RETRO STOOL
Steel
17"Wx17"Dx30"H



ST214 TENDY STOOL
Black, Walnut, White
17"Wx17"Dx30"H



ST215 SHEN STOOL
Black, White
17"Wx18"Dx30"H



ST216 BELLA STOOL
Black, White
17"Wx19"Dx30"H



ST217 PLUTO STOOL
Black, White
22"Wx18"Dx24-32"H



ST218 EURO STOOL
Black, Grey, White - Adjustable
20"Wx17"Dx24-33"H



ST218-2 EURO 2 STOOL
Black, Grey, White
20"Wx17"Dx33"H



ST219 TECH STOOL
White - Adjustable
15"Wx15"Dx22-29"H

Café Tables



CT300 PEDESTAL TABLE
Black, White
24"Dia.x30"H



CT301 PEDESTAL TABLE
Black, White
30"Dia.x30"H



CT302 CAFE TABLE
Black, Grey, White
36"Dia.x30"H



CT303 CAFE TABLE
Black, Grey, White
42"Dia.x30"H



CT304 SQUARE CAFE TABLE
Black, White
30"Sq.x30"H



CT305 SQUARE CAFE TABLE
Black, White
36"Sq.x30"H



CT306 TRAVE TABLE
Chrome/Glass
36"Dia.x30"H (Other sizes available)



CT307 BISTRO TABLE
Black, Natural, White
30"Dia.x30"H



CT310 CHROMA TABLE
Aluminum
27sq.x30"H



CT311 CHROMA TABLE
Aluminum
27"Dia.x30"H



CT312 RETRO TABLE
Steel
32"Wx32"Dx30"H



CT313 MARTINI TABLE
Chrome/Glass
36"Dia.x30"H



CT314 ABBY CAFE TABLE
White
36"Wx36"Dx30"H



CT353 ALTOS TABLE
Chrome/Glass
60"Wx36"Dx30"H



CT355 ABBY TABLE
White
63"Wx36"Dx30"H

Bar Tables and Bars



BT400 / BT401 BAR PEDESTAL TABLE
Black, White
24"Dia.x42"H or 30"Dia.x42"H



BT402 BAR HIGH TABLE
Black, Grey, White
36"Dia.x42"H



BT404 / BT405 SQUARE BAR TABLE
Black, White
30"Sq.x42"H or 36"Sq.x42"H



BT406 TRAVE BAR TABLE
Chrome/Glass
32"Dia.x42"H (Other sizes available)



BT407 BRAVO BAR TABLE
Black, Natural, White
30"Dia.x42"H



BT408 POWER BAR TABLE
White
36"Dia.x42"H



BT410 CHROMA BAR TABLE
Aluminum
23"Dia.x42"H



BT412 RETRO BAR TABLE
Steel
24"Sq.x42"H



BT413 MARTINI BAR TABLE
Chrome/Glass
32"Dia.x42"H



BT451 INFORMATION COUNTER
Black, White - Locking
48"Wx20"Dx40"H



BT453 MILANO BAR
Black, White
48"Wx20"Dx42"H



BT454 BALI BAR
Black, White
56"Wx24"Dx40"H



BT454-P W/POWER
Black, White
56"Wx24"Dx40"H



BT457 EDGE COMMUNAL BAR TABLE
Black, White
72"Wx30"Dx42"H



BT457-P W/POWER
Black, White
72"Wx30"Dx42"H

Modular Bars and LED Pedestals



BT460 ITALIA CURVED BAR
White, with light
65"Wx24"Dx40"H



BT461 ITALIA BAR
White, with light
36"Wx32"Dx43"H



BT463 ITALIA DELUXE BAR
White, with light
68"Wx24"Dx44"H



BT464 SCOOP PODIUM
White
25"Wx22"Dx47"H



BT480 / BT481 / BT482 MOD CYLINDER PEDESTAL
White
21"Dia.x18"H 21"Dia.x30"H 21"Dia.x42"H



BT483 / BT484 MOD CUBE PEDESTAL
White
24"Sq.x24"H 21"Sq.x42"H



BT486 MULTI COLOR LIGHT BOX.
Order for use with BT480 Through BT485

Conference and Office Chairs



CO501 OTTO GUEST CHAIR
Black, White
22"Wx24"Dx18"H



CO502 OTTO CHAIR
Black, White
22"Wx24"Dx18-21"H



CO507 GUEST CHAIR
Black
25"Wx25"Dx18"H



CO508 MIDBACK CHAIR
Black
25"Wx24"Dx18-22"H



CO509 STACKABLE SIDE CHAIR
Black
20"Wx20"Dx18"H



CO510 STACKABLE ARM CHAIR
Black
24"Wx20"Dx18"H



CO512 TASK CHAIR
Black
19"Wx22"x18-22"H



CO513 TASK STOOL
Black, Adjustable
19"Wx22"Dx23-27"H



CO518 RECEPTION CHAIR
Black
24"Wx26"Dx36"H



CO520 ZURICH HIGHBACK CHAIR
Black, White
26"Wx21"Dx18-22"H



Conference Tables



CF602 GLACIER CONFERENCE TABLE
White-Gloss
47"Dia.x30"H



CF603 CONFERENCE TABLE
Black, Cognac, Grey, Maple, White
48"Dia.x30"H



CF604 GLACIER CONFERENCE TABLE
White-Gloss
79"Wx40"Dx30"H



CF605 RECTANGULAR CONFERENCE TABLE
Black, Cognac, Maple, White
72"Wx36"Dx30"H



CF606 / CF608 CONFERENCE TABLE
Black, Grey, White
72"Wx36"Dx30"H or 96"Wx42"Dx30"H



CF609 RECTANGULAR CONFERENCE TABLE
Black, White
96"Wx42"Dx30"H



CF610 OVAL CONFERENCE TABLE
Black, White
120"Wx42"Dx30"H



CF611 RECTANGULAR CONFERENCE TABLE
Black, White
120"Wx42"Dx30"H

Additional conference table sizes, colors and power options available.
Contact your sales rep for information.

Office Furniture



OF650 DESK TWO DRAWER
Black - Locking
60"Wx30"Dx29"H



OF652 LATERAL FILE
Black - Locking
36"Wx24"Dx29"H



OF653 STORAGE CABINET
Black, White - Locking
37"Wx20"Dx29"H



OF654 COMPUTER WORKSTATION
Black
36"Wx24"Dx29"H



OF659 STORAGE CREDENZA
White
48"Wx18"Dx33"H



OF660 GLACIER SIDEBBOARD
White-Gloss
48"Wx18"Dx30"H



OF670 PARSON DESK
Grey, White
48"Wx24"Dx29"H



OF671 BALI DESK
Black, White
48"Wx24"Dx31"H



LG700 HAVANA SOFA
Brown
93"Wx38"Dx34"H



LG702 HAVANA CHAIR
Brown
43"Wx38"Dx34"H



LG703 MADRID LEATHER SOFA
Black
78"Wx33"Dx34"H



LG704 MADRID LEATHER LOVESEAT
Black
62"Wx33"Dx34"H



LG705 MADRID LEATHER CHAIR
Black
40"Wx33"Dx34"H



LG706 SCANDIC SOFA
Black, Red, White
82"Wx34"Dx30"H



LG707 SCANDIC LOVESEAT
Black, Red, White
59"Wx34"Dx30"H



LG708 SCANDIC CHAIR
Black, Red, White
38"Wx34"Dx30"H



LG709 PRATO ARM CHAIR
Black, White
29"Wx28"Dx33"H



LG710 PRATO ARMLESS SECTIONAL
Black, White
22"Wx28"Dx33"H



LG711 PRATO CORNER SECTIONAL
Black, White
32"Wx32"Dx33"H



LG712 SOLO SOFA
Black, Red
80"Wx35"Dx32"H



LG713 SOLO LOVESEAT
Black, Red
57"Wx35"Dx32"H



LG714 SOLO CHAIR
Black, Red
34"Wx35"Dx32"H



LG715 MALIBU SOFA WITH POWER
Black, White
73"Wx31"Dx30"H



LG716 MALIBU CHAIR WITH POWER
Black, White
32"Wx31"Dx29"H



LG717 IBIZA CHAIR
Black, White
30"Wx33"Dx33"H



LG720 CAPRI SECTIONAL SOFA
Black, White
71"Wx35"Dx30"H



LG721 CAPRI SECTIONAL BENCH
Black, White
71"Wx35"Dx17"H

Lounge Seating



LG722 DANE SOFA
Grey
80"Wx41"Dx34"H



LG723 DANE CHAIR
Blue, Green, Orange, Taupe, Yellow
34"Wx41"Dx34"H



LG729 MIAMI CHAIR
Grey, White
27"Wx31"Dx30"H



LG730 SOHO CURVED BANQUETTE
White
60"Wx24"Dx48"H



LG731 SOHO CURVED BENCH
White
52"Wx22"Dx17"H



LG732 SOHO LOVESEAT
White
48"Wx24"Dx31"H



LG733 TRIBECA LEATHER SOFA
Grey
89"Wx36"Dx33"H



LG734 TRIBECA LEATHER LOVESEAT
Grey
61"Wx36"Dx33"H



LG735 TRIBECA LEATHER CHAIR
Grey
34"Wx36"Dx33"H



LG736 ASPEN SOFA
White
82"Wx31"Dx28"H



LG737 ASPEN CHAIR
White
36"Wx31"Dx28"H



LG742 MAUI ARM CHAIR
White
35"Wx29"Dx27"H



LG743 MAUI ARMLESS
White
28"Wx28"Dx27"H



LG744-L MAUI CORNER
White
28"Wx28"Dx27"H



LG744-R MAUI CORNER
White
28"Wx28"Dx27"H



LG745 MAUI OTTOMAN
White
28"Wx28"Dx17"H

Lounge Seating



LG746 ANTON LOVESEAT
Pearl
58"Wx33"Dx32"H



LG747 ANTON CHAIR
Pearl
26"Wx33"Dx32"H



LG749 TICINO SETTEE
White
48"Wx24"Dx34"H



LG750 BENCH OTTOMAN
Black, White
60"Wx20"Dx17"H



LG753 ROUND SWIVEL OTTOMAN
Black, Orange, White
18" Dia.x17"H



LG755 BLOCK OTTOMAN
Blue Microfiber, Black, Red, White Leatherette
18"Wx18"Dx18"H



LG756 ANGLE OTTOMAN
Black, Silver, White Leatherette
48"Wx48"Dx18"H



LG757 RECTANGLE OTTOMAN
Black, Silver, White Leatherette
36"Wx18"Dx18"H



LG760 CAPRI OTTOMAN
Black, White
40" Dia.x18"H



LG780 STEN SWIVEL CHAIR
Black, Red, White
32"Wx32"Dx29"H



LG785 LARGO CHAIR
White
30"Wx26"Dx28"H



LG786 SWAN CHAIR
Black, White
29"Wx28"Dx35"H

Occasional Tables



OT800 MONZA SQ. COCKTAIL TABLE
Black
40"Wx40"Dx20"H



OT801 MONZA COCKTAIL TABLE
Black
50"Wx32"Dx18"H



OT802 MONZA END TABLE
Black
25"Wx25"Dx21"H



OT804 TUSCAN COCKTAIL TABLE
Teak
48"Wx21"Dx16"H



OT805 TUSCAN END TABLE
Teak
18"Wx18"Dx18"H



OT806 HILO COCKTAIL TABLE
Chrome/Glass
48"Wx24"Dx15"H



OT807 HILO END TABLE
Chrome/Glass
24"Wx24"Dx18"H



OT814 PALMA COCKTAIL TABLE
Walnut, White
47"Wx24"Dx16"H



OT815 PALMA END TABLE
Walnut, White
22 Dia.x22"H



OT816 PALMA SOFA TABLE
Walnut, White
47"Wx12"Dx32"H



OT817 KEMI COCKTAIL TABLE
Chrome/Glass
48"Wx24"Dx16"H



OT818 KEMI END TABLE
Chrome/Glass
22"Wx22"Dx22"H



OT819 KEMI SOFA TABLE
Chrome/Glass
48"Wx16"Dx31"H



OT821 VEGA TABLE 18" DIA.
Black, Blue, Green, Red, White, Yellow - Adjustable
18"Dia.x19-31"H



OT822 SPLIT SIDE TABLE
Black, Red, White
15"Wx18"Dx16"H



OT828 ABBY COCKTAIL TABLE
Grey, White
48"Wx24"Dx14"H



OT829 ABBY END TABLE
Grey, White
24"Wx24"Dx20"H



OT839 LINEAR COCKTAIL TABLE
Steel
46"Wx15"Dx16"H



OT840 LINEAR END TABLE
Steel
15"Wx15"Dx16"H



OT841 GIO COCKTAIL TABLE
Black, Espresso
44"Wx22"Dx15"H



OT842 GIO END TABLE
Black, Espresso
22"Wx16"Dx18"H



OT843 SPA COCKTAIL TABLE
Silver/Glass
36"Dia.x18"H



OT844 SPA END TABLE
Silver/Glass
24"Dia.x24"H



OT855 KLUB COCKTAIL TBL.
White
36"Wx36"Dx15"H



OT856 KLUB END TBL.
White
24"Wx24"Dx18"H



OT857 KLUB SOFA TABLE
White
36"Wx10"Dx30"H



OT858 KAI COCKTAIL TABLE
Black/Glass
36"Wx40"Dx15"H



OT859 KAI END TABLE
Black/Glass
26"Dia.x22"H



OT860 FIJI COCKTAIL TABLE
Chrome/Glass
36"Dia.x17"H



OT861 FIJI END TABLE
Chrome/Glass
20"Dia.x23"H

Extras



XT199 FOLDING CHAIR
Black, Grey
19"Wx20"Dx18"H



XT900 REFRIGERATOR 4.1 CF
Black, White
19"Wx18"Dx32"H



XT905 CHROME STANCHION/ XT906 ROPE
Black, Red
12"Wx39"H rope 6'



XT909 WATERFALL STAND
Chrome - Adjustable
48"-72"H



XT910 COAT TREE
Steel
13"Wx69"H



XT911 WASTEBASKET
Black
10"Wx24"H



XT913 6-POCKET LIT. RACK
Black
60"H



XT914 WIRE 10-POCKET LIT. RACK
Silver
11"Wx14"Dx54"H



XT915 CURVED 6-POCKET LIT. RACK
Silver
15"Wx15"Dx50"H



XT916 COMPUTER PEDESTAL
Black, White - Locking
24"Wx24"Dx42"H



XT919 CUBE PEDESTAL
Black, White
24"Wx24"Dx42"H



XT922 LAURENCE SHELF
Black, White
35"Wx15"Dx72"H



XT923/XT924 METAL SHELVEING
Black, Chrome
36"Wx14"Dx54"H or 36"Wx18"Dx72"H



XT925 CUBE SHELF
Grey, White
31"Wx15"Dx58"H



XT946 BOXWOOD WALL DIVIDER
Green
48"Wx16"Dx48"H



XT948 5 TIER LOCKER
Black
15"Wx18"Dx66"H



XT957 TWIST FLOOR LAMP
Silver
9"Wx9"Dx55"H



XT964 CLUB LAMP
White/Chrome
17"Wx28"H



XT965 CLUB FLOOR LAMP
White/Chrome
19"Wx61"H



XT966 SOHO LAMP
White
12"Wx23"H



XT967 SOHO FLOOR LAMP
White
18"Wx60"H

Chicago Travel & Adventure Show

January 14-15, 2023

Deadline To Receive Discounted Rates:
December 30, 2022

Standard Carpet Rental



Please Mail, E-mail or Fax Completed Form to RES:

9291 West Bryn Mawr, Rosemont, IL 60018 | Fax 847-696-9797
customerservice@rosemontexpo.com

**Booth vacuuming prior to show opening
on the first day of the event is now included
in the rental cost of all RES carpets!**

STANDARD CARPET COLORS



Red



Teal



Plum



Grey



Jade Green



Black



Blue

CARPET

Any order received without a specific color will be accommodated with show colors.
All pricing includes installation prior to move-in of the show, as well as vacuuming prior to show opening on the first day of the event.

| | SIZE | DISCOUNT | STANDARD | TOTAL |
|-------|-----------|----------|----------|---------|
| _____ | 10' x 10' | \$250.00 | \$300.00 | \$_____ |
| _____ | 10' x 15' | \$275.00 | \$325.00 | \$_____ |
| _____ | 10' x 20' | \$325.00 | \$375.00 | \$_____ |
| _____ | 10' x 30' | \$375.00 | \$425.00 | \$_____ |
| _____ | 10' x 40' | \$450.00 | \$525.00 | \$_____ |
| _____ | 10' x 50' | \$500.00 | \$600.00 | \$_____ |
| _____ | 10' x 60' | \$550.00 | \$650.00 | \$_____ |
| _____ | 10' x 70' | \$650.00 | \$750.00 | \$_____ |
| _____ | 10' x 80' | \$750.00 | \$850.00 | \$_____ |

Carpet Color _____

ACCESSORIES

| | DISCOUNT | STANDARD | TOTAL |
|---|----------------|----------------|---------|
| _____ 1/2" Rebond padding | \$1.75 sq. ft. | \$2.00 sq. ft. | \$_____ |
| _____ Double thick 1" Rebond padding | \$3.00 sq. ft. | \$3.50 sq. ft. | \$_____ |
| _____ Anti-static spray (application by exhibitor) | \$0.50 sq. ft. | \$0.75 sq. ft. | \$_____ |
| _____ Visqueen poly to cover carpeting | \$1.00 sq. ft. | \$1.50 sq. ft. | \$_____ |

ORDER TOTAL \$_____

Company Name: _____ Booth #: _____

Authorized By (print): _____ Signature: _____

Order Summary and Payment Sheet MUST accompany this order. All terms and conditions as outlined on the Order Summary and Payment Sheet have been reviewed and understood.

RES Address: 9291 West Bryn Mawr, Rosemont, IL 60018 • RES Telephone: 847-696-2208 • RES Fax: 847-696-9797

Chicago Travel & Adventure Show

January 14-15, 2023

Deadline To Receive Discounted Rates:
December 30, 2022

Custom Carpet Rental



Please Mail, E-mail or Fax Completed Form to RES:

9291 West Bryn Mawr, Rosemont, IL 60018 | Fax 847-696-9797
customerservice@rosemontexpo.com



**Booth vacuuming prior to show opening
on the first day of the event is now included
in the rental cost of all RES carpets!**

CUSTOM BOOTH CARPET 26oz

All pricing includes installation prior to move-in of the show, as well as vacuuming prior to show opening on the first day of the event.
Indicate overall dimensions: Length x Width x Price = Total
For color samples please call Customer Service at 847-696-2208

| COLOR | SIZE | DISCOUNT | STANDARD | TOTAL |
|---|---|---|--|---|
| _____ | _____ ft. x _____ ft. | \$5.00 sq. ft. | \$5.50 sq. ft. | \$ _____ |
|  |  |  |  |  |
| Silver Cloud | Charcoal | Onyx | Big Top Blue | Royal Blue |
|  |  |  |  | |
| Red | Silky Beige | Butter | Paprika | |

CUSTOM 26oz BOOTH CARPET FOR PURCHASE

| COLOR | SIZE | DISCOUNT | STANDARD | TOTAL |
|---|---|--|-----------------|----------|
| _____ | _____ ft. x _____ ft. | \$20.00 sq. ft. | \$25.00 sq. ft. | \$ _____ |
|  |  | As indicated above, all pricing on carpets provided on a purchase basis include installation prior to move-in of the show, as well as vacuuming prior to show opening on the first day of the event. Indicate overall dimensions: Length x Width x Price = Total | | |
| White | Soft Ivory | | | |

ACCESSORIES

| | DISCOUNT | STANDARD | TOTAL |
|---|----------------|----------------|----------|
| _____ 1/2" Rebond padding | \$1.75 sq. ft. | \$2.00 sq. ft. | \$ _____ |
| _____ Double thick 1" Rebond padding | \$3.00 sq. ft. | \$3.50 sq. ft. | \$ _____ |
| _____ Anti-static spray (application by exhibitor) | \$0.50 sq. ft. | \$0.75 sq. ft. | \$ _____ |
| _____ Visqueen poly to cover carpeting | \$1.00 sq. ft. | \$1.50 sq. ft. | \$ _____ |

ORDER TOTAL \$ _____

Company Name: _____ Booth #: _____

Authorized By (print): _____ Signature: _____

Order Summary and Payment Sheet MUST accompany this order. All terms and conditions as outlined on the Order Summary and Payment Sheet have been reviewed and understood.

RES Address: 9291 West Bryn Mawr, Rosemont, IL 60018 • RES Telephone: 847-696-2208 • RES Fax: 847-696-9797

Chicago Travel & Adventure Show

January 14-15, 2023

Deadline To Receive Discounted Rates:
December 30, 2022

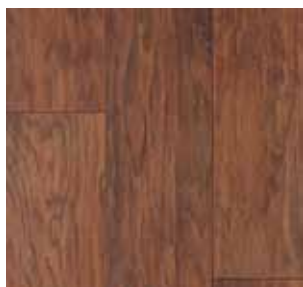
Vinyl Floor Rental



Please Mail, E-mail or Fax Completed Form to RES:

9291 West Bryn Mawr, Rosemont, IL 60018 | Fax 847-696-9797
customerservice@rosemontexpo.com

Vinyl flooring products must be ordered prior to the discounted rate date in order to ensure availability. RES cannot insure that orders received after the deadline date can be provided by the flooring vendor.



Rustic Cherry



Barn Wood



Dark Maple



Silverwood

VINYL FLOORING

RES is pleased to introduce a simulated wood finish vinyl flooring product for use within your booth area. This flooring is available in 10' widths, and all pricing includes labor for installation and removal. Please indicate the overall dimensions of the flooring required when ordering this product.

| COLOR | SIZE | DISCOUNT | STANDARD | TOTAL |
|-------|-----------------------|----------------|----------------|----------|
| _____ | _____ ft. x _____ ft. | \$7.50 sq. ft. | \$9.00 sq. ft. | \$ _____ |

PADDING

The 1/2" rebond padding is the only padding product which works with the vinyl flooring.

| | SIZE | DISCOUNT | STANDARD | TOTAL |
|---------------------|-----------------------|----------------|----------------|----------|
| 1/2" Rebond Padding | _____ ft. x _____ ft. | \$1.75 sq. ft. | \$2.00 sq. ft. | \$ _____ |

ELECTRICAL SERVICES

Vinyl flooring is NOT conducive to electrical cords running under the flooring unless the 1/2" rebond padding is ordered. Additional labor costs may apply for channeling the cords thru the padding.

ORDER TOTAL \$ _____

Company Name: _____ Booth #: _____

Authorized By (print): _____ Signature: _____

Order Summary and Payment Sheet MUST accompany this order. All terms and conditions as outlined on the Order Summary and Payment Sheet have been reviewed and understood.

RES Address: 9291 West Bryn Mawr, Rosemont, IL 60018 • RES Telephone: 847-696-2208 • RES Fax: 847-696-9797

Signature Booth Packages

RES Signature Booth Packages are designed to offer everything your company will need for a successful exhibit experience with one simple step. Signature Booth Packages are available in 10' and 20' lengths, and can easily be modified to suit your needs. Just walk in, open for business, and leave everything where it is at the conclusion of the show!

SIGNATURE PACKAGE #: P10

10' Flat Backwall - \$2,750


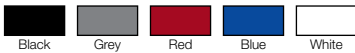



SIGNATURE PACKAGE #: P20

20' Flat Backwall - \$4,000



Included In Signature Packages

- Package #: _____
- Skirt Color: _____

- Panel Color: _____

- Carpet Color: _____

- Custom Header (117" x 11 3/4") :
Print header copy below or contact Chris Sowa at
csowa@rosemontexpo.com or 847.993.4819

- Display Set-up
- Display Dismantle
- Custom Header
- 3 Shelves
- 30" Round Table
- 3 Side Chairs
- 1,000 Watt Electrical
- Daily Booth Vacuuming
- P10 - 1 6' x 30" Skirted Table
P20 - 2 6' x 30" Skirted Table
- P10 - 1 4' Ficus Plants
P20 - 2 4' Ficus Plants
- P10 - Corner Vision Showcase
P20 - 5' Full Vision Showcase

All Booth Packages can be Modified to Suit your Needs!
for more information please call RES Customer Service at 847-696-2208

ORDER TOTAL \$ _____

Company Name: _____ Phone #: _____ Fax #: _____

Address: _____ City: _____ State: _____ Zip: _____

Authorized By (print): _____ Signature: _____ Booth #: _____

Chicago Travel & Adventure Show

January 14-15, 2023

Deadline To Receive Discounted Rates:
December 30, 2022

Exhibit Rental Order Form



Please Mail, E-mail or Fax Completed Form to RES:

9291 West Bryn Mawr, Rosemont, IL 60018 | Fax 847-696-9797
customerservice@rosemontexpo.com

Package Number:

Each 10' exhibit receives: 1 table, 2 chairs, 1 carpet, 1 wastebasket, 3 shelves and daily booth vacuuming;
double this amount if you are renting a 20' exhibit and so on...

Header Copy:

Panel/Fabric Color:

(See exhibit brochure for color availability)

Shelving:

Flat Product Shelves _____ qty Angled Literature Shelves _____ qty

Table:

30" Round Table Unskirted Black Top
_____ qty

Skirted Table (indicate size, height, and color)

Sizes: _____ qty 2' x 4' • 2' x 6' • 2' x 8'

Height: _____ qty 30" • 42"

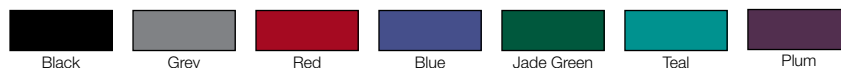
Skirt Color: _____



Chairs:

Side Chair Black _____ Arm Chair Black _____ Stool with Back _____

Standard Carpet:



Additional Accessories:

| | AVAILABLE WITH PACKAGE # | COST | QUANTITY | TOTAL |
|----------------------------|--------------------------|----------|----------|----------|
| Product shelf | All | \$55.00 | _____ | \$ _____ |
| Literature shelf | All | \$55.00 | _____ | \$ _____ |
| Cabinet 20"W x 40"L x 29"H | All | \$325.00 | _____ | \$ _____ |
| Cabinet 20"W x 40"L x 40"H | All | \$375.00 | _____ | \$ _____ |
| Cabinet 20"W x 80"L x 40"H | All | \$675.00 | _____ | \$ _____ |

ORDER TOTAL \$ _____

Company Name: _____ Phone #: _____ Fax #: _____

Address: _____ City: _____ State: _____ Zip: _____

Authorized By (print): _____ Signature: _____ Booth #: _____

Order Summary and Payment Sheet MUST accompany this order. All terms and conditions as outlined on the Order Summary and Payment Sheet have been reviewed and understood.

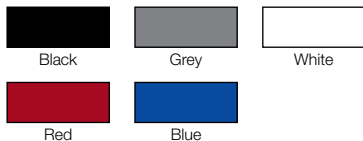
RES Address: 9291 West Bryn Mawr, Rosemont, IL 60018 • RES Telephone: 847-696-2208 • RES Fax: 847-696-9797

RES Hardwall Booth Packages Include - Per 10' Display

Note: Electricity is not included in any package - see electrical form to order electric.

- Display Set-up
- Display Dismantle
- Standard Booth Carpet
- 1 Color Graphic Header
- 3 - Display Shelves
- 1 - Skirted Table (or)
1 - Round Unskirted Table
- Daily Vacuuming
- 2 - Chairs (or)
2 - Bar Stools
- 1 - Wastebasket

Panel Colors:



Carpet Colors:



**All Booth
Packages can be
Modified to Suit
your Needs!**

for more information
please call RES Customer Service
at 847-696-2208

PACKAGE #: H1

10' Flat Backwall
\$2,150

Panel Dimensions:

- (1) Header Panel - 117" x 11 3/4"
- (2) Backwall Panel - 38 1/4" x 91 1/4"
- (3) Side Panel - 18 1/2" x 91 1/4"
- (4) Return Panel - 57 3/4" x 34 3/8"



PACKAGE #: H2

20' Flat Backwall
\$3,500

Panel Dimensions:

- (1) Header Panel - 97 1/8" x 11 3/4"
- (2) Backwall Panel - 38 1/4" x 91 1/4"
- (2) Return Panel - 38 1/4" x 91 1/4"
- (2) Closet Panel - 38 1/4" x 91 1/4"
- (3) Backwall Panel - 18 1/2" x 91 1/4"



PACKAGE #: H3

20' Flat Backwall
\$3,500

Panel Dimensions:

- (1) Header Panel - 117" x 11 3/4"
- (2) Header Panel - 77 1/2" x 11 3/4"
- (3) Backwall Panel - 38 1/4" x 91 1/4"
- (4) Backwall Panel - 18 1/2" x 91 1/4"
- (5) Return Panel - 28 1/4" x 91 1/4"
- (6) Counter Front - 77 1/2" x 34 3/8"
- (7) Counter Side - 18 1/2" x 34 3/8"



PACKAGE #: H4

30' Flat Backwall
\$4,650

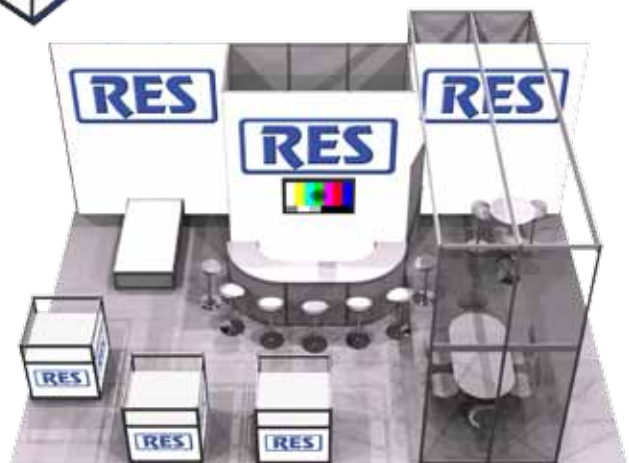
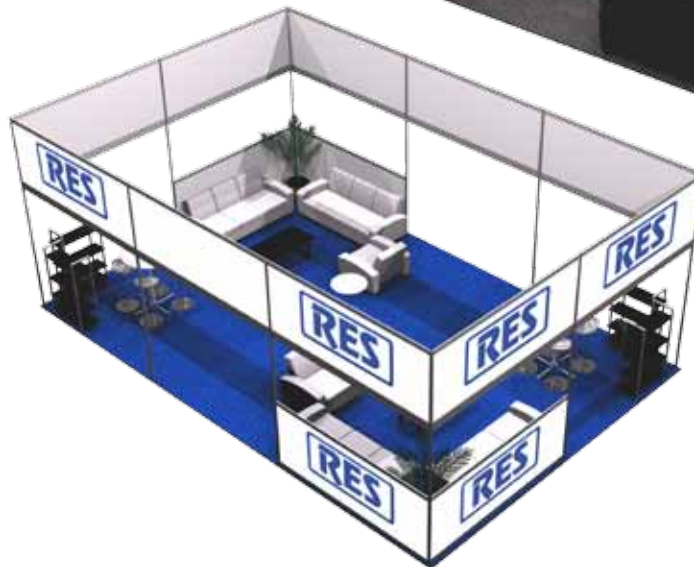
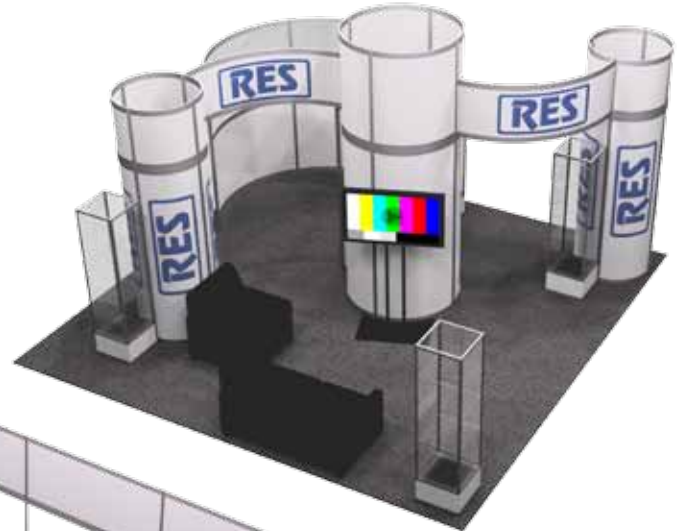
Panel Dimensions:

- (1) Header Panel - 77 1/2" x 11 3/4"
- (2) Header Panel - 117" x 11 3/4"
- (3) Small Curve - 29 13/16" x 11 3/4"
- (4) Small Top - 18 1/2" x 11 3/4"
- (5) Backwall Panel - 38 1/4" x 91 1/4"
- (6) Return Panel - 18 1/2" x 91 1/4"
- (7) Backwall Panel - 38 1/4" x 54 1/2"
- (8) Counter Panel - 38 1/4" x 34 3/8"
- (9) Side Panel - 77 1/2" x 34 3/8"
- (10) Side Curve - 29 13/16" x 34 3/8"



In addition to our variety of turn-key booth packages, RES offers a wide range of custom booth display units to meet every need. From 10' x 10' booths to large island spaces, our design team can assist you in developing exactly what you need to maximize the show experience.

RES will work with your team to provide renderings showing exactly what your display will include, will price the exhibit in an economical, competitive manner, and will work with you from start to finish to produce exactly what we promise.



For more information on our custom booth display units, including price quotes, contact **Brian Kester** at 847-993-4668 or via e-mail at bkester@rosemontexpo.com.

Chicago Travel & Adventure Show

January 14-15, 2023

Platform & Custom Draping



Please Mail, E-mail or Fax Completed Form to RES:

9291 West Bryn Mawr, Rosemont, IL 60018 | Fax 847-696-9797
customerservice@rosemontexpo.com

PLATFORMS

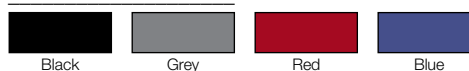
4' x 8' Platforms,
Unskirted, Uncarpeted

| | QTY. | | STANDARD | TOTAL |
|-----------------------------|-------|---|---------------|---------|
| 4' x 8' x 16" High Platform | _____ | x | \$175.00 each | \$_____ |
| 4' x 8' x 24" High Platform | _____ | x | \$200.00 each | \$_____ |

PLATFORM CARPETING, SKIRTING & STEPS

| | QTY. | | STANDARD | TOTAL |
|----------------------------|-------|---|---------------|---------|
| 4' x 8' Platform carpeting | _____ | x | \$125.00 each | \$_____ |

Platform Carpeting Color



| | | | | |
|-------------------|-------|---|--------------|---------|
| Platform Skirting | _____ | x | \$95.00 each | \$_____ |
|-------------------|-------|---|--------------|---------|

Platform skirting Color



| | | | | |
|--------------|-------|---|--------------|---------|
| Set of Steps | _____ | x | \$95.00 each | \$_____ |
|--------------|-------|---|--------------|---------|

ORDER TOTAL \$_____

PLEASE NOTE:

Any changes or cancellations after the deadline will be charged a 50% surcharge. No platforms, steps or custom draping will be available on site.

PLEASE INCLUDE A DIAGRAM OF PLACEMENT OF PLATFORMS AND DRAPING ORDERED.

Company Name: _____ Phone #: _____ Fax #: _____

Address: _____ City: _____ State: _____ Zip: _____

Authorized By (print): _____ Signature: _____ Booth #: _____

Order Summary and Payment Sheet MUST accompany this order. All terms and conditions as outlined on the Order Summary and Payment Sheet have been reviewed and understood.

RES Address: 9291 West Bryn Mawr Rosemont, IL 60018 • RES Telephone: 847-696-2208 • RES Fax: 847-696-9797

Chicago Travel & Adventure Show

January 14-15, 2023

Deadline To Receive Discounted Rates:
December 30, 2022

Pegboard, Gridwall & Slatwall Rentals

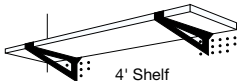


Please Mail, E-mail or Fax Completed Form to RES:

9291 West Bryn Mawr, Rosemont, IL 60018 | Fax 847-696-9797
customerservice@rosemontexpo.com

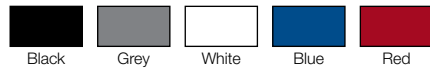
PEGBOARD

1/4" Hole Size



Straight Hook Loop Hook Single Hook Double Hook

Felt Colors:



10' x 10' BOOTH

Booth with Returns (8' high x 10' wide)
Additional 10' Multiples (backwall only)
Booth with Foam Core
Additional 10' Multiples w/Foam Core

| QTY. | DISCOUNT | STANDARD | TOTAL |
|-------|----------|------------|----------|
| _____ | \$625.00 | \$825.00 | \$ _____ |
| _____ | \$525.00 | \$725.00 | \$ _____ |
| _____ | \$800.00 | \$1,200.00 | \$ _____ |
| _____ | \$650.00 | \$900.00 | \$ _____ |

SINGLE PANELS

2' x 8' White Pegboard Panel
4' x 8' White Pegboard Panel
Panel Orientation: _____ Vertical () _____ Horizontal ()

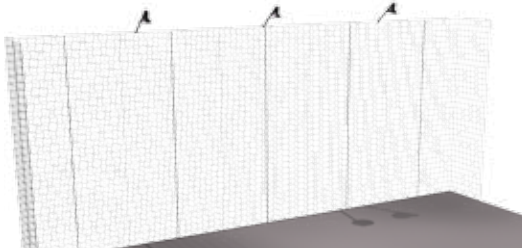
| QTY. | DISCOUNT | STANDARD | TOTAL |
|-------|----------|----------|----------|
| _____ | \$200.00 | \$250.00 | \$ _____ |
| _____ | \$250.00 | \$300.00 | \$ _____ |

SHELVES & HARDWARE & MATERIAL

4' Shelves
Straight Hook
Loop Hook
Single Hook
Double Hook
4' x 8' White Foam Core
2' x 8' White Foam Core
4' x 8' Felt
2' x 8' Felt
Felt Color: _____

| QTY. | DISCOUNT | STANDARD | TOTAL |
|-------|----------|----------|----------|
| _____ | \$15.00 | \$20.00 | \$ _____ |
| _____ | \$3.50 | \$6.00 | \$ _____ |
| _____ | \$3.50 | \$6.00 | \$ _____ |
| _____ | \$6.00 | \$8.50 | \$ _____ |
| _____ | \$6.00 | \$8.50 | \$ _____ |
| _____ | \$100.00 | \$125.00 | \$ _____ |
| _____ | \$75.00 | \$100.00 | \$ _____ |
| _____ | \$150.00 | \$200.00 | \$ _____ |
| _____ | \$100.00 | \$175.00 | \$ _____ |

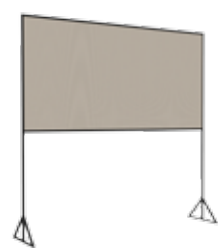
GRIDWALL



SLATWALL



MESSAGE BOARD



Gridwall Hooks:
Sizes: 1" 4" 10"



Slatwall Hooks:
Sizes: 4" 6" 8"



Slatwall Shelf Bracket:
Size: 14"



Slatwall Waterfall Bracket:
Size: 16"



2' x 8' Gridwall Sections
Slatwall 1 Meter Sections
8' x 4' Message Board
Slatwall Hook
Gridwall Hook
Slatwall Shelf Bracket
Gridwall Shelf Bracket
Slatwall Waterfall Bracket
Gridwall Waterfall Bracket
Literature Pockets (holds 8 1/2" x 11" sheets)

| QTY. | DISCOUNT | STANDARD | TOTAL |
|-------|----------|----------|----------|
| _____ | \$250.00 | \$300.00 | \$ _____ |
| _____ | \$375.00 | \$600.00 | \$ _____ |
| _____ | \$300.00 | \$500.00 | \$ _____ |
| _____ | \$17.50 | \$25.00 | \$ _____ |
| _____ | \$17.50 | \$25.00 | \$ _____ |
| _____ | \$17.50 | \$25.00 | \$ _____ |
| _____ | \$17.50 | \$25.00 | \$ _____ |
| _____ | \$65.00 | \$90.00 | \$ _____ |
| _____ | \$65.00 | \$90.00 | \$ _____ |
| _____ | \$50.00 | \$75.00 | \$ _____ |

ORDER TOTAL \$ _____

Company Name: _____ Booth #: _____

Authorized By (print): _____ Signature: _____

Order Summary and Payment Sheet MUST accompany this order. All terms and conditions as outlined on the Order Summary and Payment Sheet have been reviewed and understood.

RES Address: 9291 West Bryn Mawr Rosemont, IL 60018 • RES Telephone: 847-696-2208 • RES Fax: 847-696-9797

Chicago Travel & Adventure Show

January 14-15, 2023

Deadline To Receive Discounted Rates:
December 30, 2022

VU Case Rentals



Please Mail, E-mail or Fax Completed Form to RES:

9291 West Bryn Mawr, Rosemont, IL 60018 | Fax 847-696-9797
customerservice@rosemontexpo.com

VISION CASE

Full Vision Case Includes
1-8" and 1-10" glass shelf with adjustable brackets, 26" high front glass display section

1/2 Vision Case Includes
1-10" glass shelf with adjustable brackets, 18" high front glass display section

1/4 Vision Case Includes
12" high front glass display section

5 ft. Full Vision Case

6 ft. Full Vision Case

5 ft. 1/2 Vision Case

6 ft. 1/2 Vision Case

5 ft. 1/4 Vision Case

6 ft. 1/4 Vision Case

QTY.

DISCOUNT

STANDARD

TOTAL

\$500.00

\$550.00

\$ _____

\$525.00

\$575.00

\$ _____

\$475.00

\$525.00

\$ _____

\$500.00

\$550.00

\$ _____

\$450.00

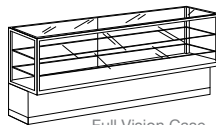
\$500.00

\$ _____

\$475.00

\$525.00

\$ _____



Full Vision Case



1/2 Vision Case



1/4 Vision Case

CORNER VISION CASE

Full Corner Vision Case Includes
1-8" and 1-10" glass shelf with adjustable brackets, 26" high front glass display section

1/2 Corner Vision Case Includes
1-10" glass shelf with adjustable brackets, 18" high front glass display section

1/4 Corner Vision Case Includes
12" high front glass display section

Full Corner Vision Case

1/2 Corner Vision Case

1/4 Corner Vision Case

QTY.

DISCOUNT

STANDARD

TOTAL

\$475.00

\$525.00

\$ _____

\$450.00

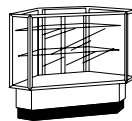
\$500.00

\$ _____

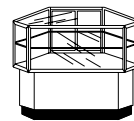
\$450.00

\$500.00

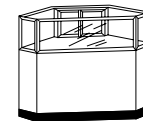
\$ _____



Full Corner Vision Case



1/2 Corner Vision Case



1/4 Corner Vision Case

WALL & TOWER CASE

Wall Case Includes
48"L x 20"D x 66"H, with 4-12" glass shelves, adjustable brackets, lights, locks and 60" high sliding glass doors

Tower Case Includes
20"L x 20"D x 80"H, with 3 glass shelves, lights and locks

Solid Wall Case

See-Thru Wall Case

Tower Case

QTY.

DISCOUNT

STANDARD

TOTAL

\$550.00

\$600.00

\$ _____

\$525.00

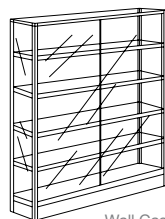
\$575.00

\$ _____

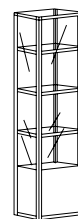
\$575.00

\$625.00

\$ _____



Wall Case



Tower Case

ORDER TOTAL \$ _____

ADDITIONAL INFORMATION

- All showcases are 20" D x 38" H, have lights, locks, sliding mirror doors, grey exterior, off-white interior aluminum frames.
- 4' showcases available upon request. (limited quantities)
- Electrical hook-up is not included. Please order the outlet from electrical contractor.
- A \$50.00 charge per showcase for late orders and changes made at show site.
- All keys must be left with showcase or a charge of \$10.00 will be assessed.
- A \$20.00 charge per additional shelf or size change of shelf.

Company Name: _____ Phone #: _____ Fax #: _____

Address: _____ City: _____ State: _____ Zip: _____

Authorized By (print): _____ Signature: _____ Booth #: _____

Order Summary and Payment Sheet MUST accompany this order. All terms and conditions as outlined on the Order Summary and Payment Sheet have been reviewed and understood.

RES Address: 9291 West Bryn Mawr, Rosemont, IL 60018 • RES Telephone: 847-696-2208 • RES Fax: 847-696-9797

Please Mail, E-mail or Fax Completed Form to RES:
9291 West Bryn Mawr, Rosemont, IL 60018 | Fax 847-696-9797
customerservice@rosemontexpo.com



Moss is the world's largest tension fabric manufacturer - we invented the technology and were the first to bring tension fabric to trade shows and retail stores. Tension fabric is fabric (printed or unprinted) stretched over an aluminum framework to create an organic or rectilinear shape.



CIRCLE SIGN



SQUARE SIGN



TRIANGLE SIGN



PINWHEEL SIGN



FOOTBALL SIGN



FUNNEL SIGN



HEADLINER



QUICK CHAT



LIGHTED FLUTE

There are several other creative Moss products available through RES. Note that there is a three week turn-around time on all Moss products.

All hanging banners and signs are subject to Show Management rules and regulations.

For more information, contact Chris Sowa at csowa@rosemontexpo.com or (847) 993-4819.

Company Name: _____ Phone #: _____ Fax #: _____

Address: _____ City: _____ State: _____ Zip: _____

Authorized By (print): _____ Signature: _____ Booth #: _____

Chicago Travel & Adventure Show

January 14-15, 2023

Deadline To Receive Discounted Rates:
December 30, 2022

Custom Booth Graphics



Please Mail, E-mail or Fax Completed Form to RES:

9291 West Bryn Mawr, Rosemont, IL 60018 | Fax 847-696-9797
customerservice@rosemontexpo.com

CUSTOM BOOTH GRAPHICS

Nothing attracts attention to a booth more effectively than quality graphics, and RES has a variety of ways to get your message out. From banner stands to meter boards, all RES booth graphics products include design, production and delivery to your booth.



**CHROME SIGN HOLDER
WITH SIGN**
\$175.00



FREE STANDING SIGNS
\$600.00



**FREE STANDING
RETRACTING BANNER STAND**
\$425.00



BACKWALL GRAPHICS
(call for a quote)



For more information on custom graphics please contact
Chris Sowa at (847) 993-4819 or via email at csowa@rosemontexpo.com.

Company Name: _____ Phone #: _____ Fax #: _____

Address: _____ City: _____ State: _____ Zip: _____

Authorized By (print): _____ Signature: _____ Booth #: _____

Order Summary and Payment Sheet MUST accompany this order. All terms and conditions as outlined on the Order Summary and Payment Sheet have been reviewed and understood.

RES Address: 9291 West Bryn Mawr, Rosemont, IL 60018 • RES Telephone: 847-696-2208 • RES Fax: 847-696-9797

FULL SERVICE IN-HOUSE GRAPHICS DEPARTMENT

Why ship printed materials in when we have all your graphic needs under one roof?
Place your order and we will have the finished product in your booth upon arrival!
No delivery or shipping charges, No hassles!

FULL COLOR SIGNS:

| | |
|-----------|----------|
| 11" x 14" | \$37.50 |
| 22" x 14" | \$52.50 |
| 22" x 28" | \$90.00 |
| 24" x 36" | \$130.00 |
| 28" x 44" | \$155.00 |

Custom Sizes Available

FULL COLOR BANNERS:

| | |
|--------------------------------|---------|
| Per Square Foot | \$15.00 |
| (Length x Width = Square Foot) | |

COPIES:

| B&W | Color |
|-------------|------------|
| 1 - 150 | \$0.15 ea. |
| 151 - 500 | \$0.12 ea. |
| 501 - 1000 | \$0.10 ea. |
| 1001 and up | \$0.05 ea. |

All copies on 24# brite white, one-sided.
Special paper, two-sided printing, stapling and cutting available for additional cost.

If you have any questions about your graphic projects, please contact **Chris Sowa**
at 847-993-4819 or e-mail requests to csowa@rosemontexpo.com. We look forward to helping you with all your signage requirements.

Sign Copy / Special Notes

Graphic Type

☐ Sign ☐ Banner ☐ B&W Copies ☐ Color Copies

Backing Materials

☐ Foamcore ☐ Cardstock ☐ Sintra (PVC)
☐ Paper ☐ Vinyl ☐ Other

Sign Orientation

☐ Vertical (☐) ☐ Horizontal (☐)

Color(s)

| Size | Cost/Per | Quantity | Price |
|------|----------|----------|-------|
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

ORDER TOTAL \$ _____

Company Name: _____ Phone #: _____ Fax #: _____

Address: _____ City: _____ State: _____ Zip: _____

Authorized By (print): _____ Signature: _____ Booth #: _____

Chicago Travel & Adventure Show

January 14-15, 2023

Deadline To Receive Discounted Rates:
December 30, 2022

RES Extras



Please Mail, E-mail or Fax Completed Form to RES:

9291 West Bryn Mawr, Rosemont, IL 60018 | Fax 847-696-9797
customerservice@rosemontexpo.com

RES Extras are available by contacting Marne Kirkwood via email at
mkirkwood@rosemontexpo.com or (847) 993-4803.

We would also be happy to assist you with any other special booth requests you may have.

WATER COOLERS & SUPPLIES



| | QUANTITY | RENTAL | TOTAL |
|--------------------------------|----------|----------|----------|
| Cold Water Cooler | _____ x | \$150.00 | \$ _____ |
| Hot & Cold Water Cooler | _____ x | \$175.00 | \$ _____ |
| Water – 5 gal. Bottle | _____ x | \$30.00 | \$ _____ |
| 5 Gallon Distilled Water | _____ x | \$35.00 | \$ _____ |
| Cone Cups / 1000 (4.5 oz.) | _____ x | \$35.00 | \$ _____ |
| Flat Bottom Cups / 500 (9 oz.) | _____ x | \$40.00 | \$ _____ |
| Styro Hot Cups / 500 (8 oz.) | _____ x | \$55.00 | \$ _____ |

COMPRESSED GASES

Cylinder Stand Required for in Booth Use



| | QUANTITY | RENTAL | TOTAL |
|---|----------|---------------|----------|
| Nitrogen B Cylinder (special order call ahead) | _____ x | \$ Quote | \$ _____ |
| 1000 psi Helium Cylinder (DEY) | _____ x | \$300.00 | \$ _____ |
| 2200 psi Helium Cylinder (K) | _____ x | \$350.00 | \$ _____ |
| 2400 psi Helium Cylinder (T) | _____ x | \$400.00 | \$ _____ |
| Delivery, HazMat & Pick-up | _____ x | \$125.00 each | \$ _____ |
| Regulator/Balloon Filler | _____ x | \$45.00 | \$ _____ |
| Cylinder Stand | _____ x | \$45.00 | \$ _____ |

MISCELLANEOUS ITEMS



| | QUANTITY | RENTAL | TOTAL |
|--|----------|----------|----------|
| Cash Register (does not include electric) | _____ x | \$95.00 | \$ _____ |
| Hand Sanitizer Stand | _____ x | \$75.00 | \$ _____ |
| Hand Sanitizer Stand with Logo | _____ x | \$100.00 | \$ _____ |
| Mesh Raffle Drum | _____ x | \$50.00 | \$ _____ |
| Acrylic Raffle Drum | _____ x | \$45.00 | \$ _____ |
| Fish Bowl | _____ x | \$25.00 | \$ _____ |

ORDER TOTAL \$ _____

Company Name: _____ Phone #: _____ Fax #: _____

Address: _____ City: _____ State: _____ Zip: _____

Authorized By (print): _____ Signature: _____ Booth #: _____

Order Summary and Payment Sheet MUST accompany this order. All terms and conditions as outlined on the Order Summary and Payment Sheet have been reviewed and understood.

RES Address: 9291 West Bryn Mawr Rosemont, IL 60018 • RES Telephone: 847-696-2208 • RES Fax: 847-696-9797

Chicago Travel & Adventure Show

January 14-15, 2023

Deadline To Receive Discounted Rates:
December 30, 2022

Handicap Access Vehicles



Please Mail, E-mail or Fax Completed Form to RES:

9291 West Bryn Mawr, Rosemont, IL 60018 | Fax 847-696-9797
customerservice@rosemontexpo.com

RES has a limited inventory of handicap access motorized scooters available to all show exhibitors and attendees. These items can be ordered by submitting this form to RES via fax, mail, email or by visiting www.resexpo.com



3 WHEEL SCOOTER - VICTORY PRIDE

| Rental Price | Quantity | Day(s) | Total |
|--------------|----------|--------|---------|
| \$50 per day | _____ | _____ | \$_____ |

Date(s) needed for rental: _____

ORDER TOTAL \$_____

Wheelchairs for events at the Donald E. Stephens Convention Center are provided through the DES Administrative Office, not through RES. You can arrange for the rental use of a wheelchair by contacting the DES Administrative Office directly at 847-692-2220

Credit Card Payment Information for Responsible Party

Account Number: _____ Expiration Date: _____ CVV2 Code: _____

Cardholder Billing Address: _____

Signature of Cardholder: _____

Acceptance of this is contingent upon:

An established satisfactory credit rating with Rosemont Exposition Services by the Third Party and return of the notification letter prior to the deadline date. Further, we understand and agree that failure to make payment within 30 days of receipt of invoice will result in a redirection of the invoice to the exhibiting company for full payment and will affect the Third Party's future credit standing.

Company Name: _____

Email: _____ Phone #: _____ Fax #: _____

Address: _____ City: _____ State: _____ Zip: _____

Authorized By (print): _____ Signature: _____ Booth #: _____

Order Summary and Payment Sheet MUST accompany this order. All terms and conditions as outlined on the Order Summary and Payment Sheet have been reviewed and understood.

RES Address: 9291 West Bryn Mawr, Rosemont, IL 60018 • RES Telephone: 847-696-2208 • RES Fax: 847-696-9797

Chicago Travel & Adventure Show

January 14-15, 2023

Deadline To Receive Discounted Rates:
December 30, 2022

Floral



Please Mail, E-mail or Fax Completed Form to RES:

9291 West Bryn Mawr, Rosemont, IL 60018 | Fax 847-696-9797
customerservice@rosemontexpo.com

TROPICAL PLANTS & TREES



3FT GREEN PLANTS

Arborea _____ Marginata _____ Spath _____

4FT GREEN PLANTS

Palm _____ Ficus Bush _____ Schefflera _____

5FT GREEN PLANTS

Palm _____ Marginata _____

6FT - 7FT GREEN PLANTS

Palm _____ Marginata _____ Ficus Tree _____

HANGING PLANTS

Ivy _____ Pothos _____

LARGE POTTED FERNS

| QUANTITY | PRICE | TOTAL |
|----------|---------|----------|
| _____ x | \$65.00 | \$ _____ |
| _____ x | \$75.00 | \$ _____ |
| _____ x | \$85.00 | \$ _____ |
| _____ x | \$95.00 | \$ _____ |
| _____ x | \$45.00 | \$ _____ |
| _____ x | \$60.00 | \$ _____ |

BLOOMING PLANTS



POTTED MUMS

White _____ Lavender _____ Yellow _____

POTTED AZALEAS

White _____ Pink _____ Red _____

POTTED BROMELIADS

Red _____ Orange _____ Yellow _____

POTTED BEGONIAS

Pink _____ Orange _____ Red _____ Yellow _____

Color of container for plants Black _____ White _____

| | | |
|---------|---------|----------|
| _____ x | \$45.00 | \$ _____ |
| _____ x | \$45.00 | \$ _____ |
| _____ x | \$45.00 | \$ _____ |
| _____ x | \$45.00 | \$ _____ |

FRESH FLORAL ARRANGEMENTS

please choose
TROPICAL or SEASONAL



SINGLE STEM PHALANOPSIS ORCHID PLANT

White _____ Fuchsia _____

SMALL ARRANGEMENT (12" X 12")

Colors _____

MEDIUM ARRANGEMENT (18" X 14")

Colors _____

LARGE ARRANGEMENT (24" X 18")

Colors _____

CUSTOM ARRANGEMENT

please call for quote

**Foliage Plants and architectural containers on rental basis.
Price includes: Plant installation, architectural containers, servicing
throughout the show & removal at the end of the show.
No adjustments nor refunds can be made after the show opening.*

ORDER TOTAL \$ _____

Company Name: _____ Phone #: _____ Fax #: _____

Address: _____ City: _____ State: _____ Zip: _____

Authorized By (print): _____ Signature: _____ Booth #: _____

Order Summary and Payment Sheet MUST accompany this order. All terms and conditions as outlined on the Order Summary and Payment Sheet have been reviewed and understood.

RES Address: 9291 West Bryn Mawr, Rosemont, IL 60018 • RES Telephone: 847-696-2208 • RES Fax: 847-696-9797

Chicago Travel & Adventure Show

January 14-15, 2023

Deadline To Receive Discounted Rates:
December 30, 2022

Photography & Videography



Please Mail, E-mail or Fax Completed Form to RES:

9291 West Bryn Mawr, Rosemont, IL 60018 | Fax 847-696-9797
customerservice@rosemontexpo.com



INFORMATION

For detailed information and questions, please call Paradox Photography at 630-926-7624

Booth Name: _____ Booth #: _____
Contact Person: _____ Cell #: _____
Date / Time: _____
Notes: _____

PHOTOGRAPHY OF EXHIBITS

Time and availability will be confirmed on site

Empty _____ With Staff _____ With Activity _____

| | QUANTITY | | PRICE | TOTAL |
|-----------------------------|----------|---|----------|----------|
| One View, Surrender of File | _____ | x | \$200.00 | \$ _____ |

NEWS AND EDITORIALS

Time and availability will be confirmed on site

| | HOURS | | PRICE | TOTAL |
|-------------------------------|-------|---|----------|----------|
| First Hour News and Editorial | _____ | x | \$300.00 | \$ _____ |
| Additional Hours | _____ | x | \$150.00 | \$ _____ |

VIDEO PRODUCTION IN FULL HD

Time and availability will be confirmed on site

| | HOURS | | PRICE | TOTAL |
|------------------|-------|---|----------|----------|
| First Hour | _____ | x | \$650.00 | \$ _____ |
| Additional Hours | _____ | x | \$350.00 | \$ _____ |

ORDER TOTAL \$ _____

Digital Images Delivered Via Internet Download - Please Fill in email address!

_____ email address for notification of digital download link

Company Name: _____ Phone #: _____

Address: _____ City: _____ State: _____ Zip: _____

Authorized By (print): _____ Signature: _____

Order Summary and Payment Sheet MUST accompany this order. All terms and conditions as outlined on the Order Summary and Payment Sheet have been reviewed and understood.

RES Address: 9291 West Bryn Mawr, Rosemont, IL 60018 • RES Telephone: 847-696-2208 • RES Fax: 847-696-9797

Chicago Travel & Adventure Show

January 14-15, 2023

Deadline To Receive Discounted Rates:
December 30, 2022

Accessible Storage



Please Mail, E-mail or Fax Completed Form to RES:

9291 West Bryn Mawr, Rosemont, IL 60018 | Fax 847-696-9797
customerservice@rosemontexpo.com

_____ Skids or Crates x \$75.00 = \$ _____

STORAGE FEE SPACE INCLUDES THE FOLLOWING

Each 4' x 4' skid or crate @ \$75.00 per item.

Teamster labor is available to move accessible storage products back to your booth at the following rates:

TEAMSTER HOURLY LABOR RATES

\$82.50 - Straight Time 8:00 am - 4:30 pm weekdays.

\$123.75 - Overtime 4:30 pm - 8:00 pm weekdays. 8:00 am - 4:30 pm Saturday

\$165.00 - Double Time Saturday 4:30 pm - Midnight. All day Sunday & Holidays

FORKLIFT HOURLY RATES

\$125.00 - 5,000 lb Forklift without operator

\$175.00 - 15,000 lb Forklift without operator

Pick up accessible storage labels at the RES Service Desk . Notify personnel when materials are ready to be placed in storage.

Note: Accessible storage is in an unsecured location. RES accepts no responsibility for the protection of property left in the accessible storage area.

LABOR TERMS AND CONDITIONS

When ordering labor, please be aware of the following:

1. This advance labor request will be considered a tentative request for labor.
2. On the day and time that you require labor, you must go to the Service Desk and sign out your labor crew. They will not be sent to your booth without being signed out.
3. Upon completion of their work, you **MUST** return the laborers to the Service Desk.

Company Name: _____ Phone #: _____ Fax #: _____

Address: _____ City: _____ State: _____ Zip: _____

Authorized By (print): _____ Signature: _____ Booth #: _____

Order Summary and Payment Sheet MUST accompany this order. All terms and conditions as outlined on the Order Summary and Payment Sheet have been reviewed and understood.

RES Address: 9291 West Bryn Mawr, Rosemont, IL 60018 • RES Telephone: 847-696-2208 • RES Fax: 847-696-9797



Rosemont Catering

by aramark

Please mail, fax or [email](#) completed form to Rosemont Catering,
9301 West Bryn Mawr, Rosemont, IL 60018
Fax: 847-696-9790. Questions? Call 847-692-6415.

Show Name _____ Show Date _____

Note: Rosemont Catering by Aramark has exclusive food, beverage and liquor distribution rights within the Donald E. Stephens Convention Center and ballrooms. All food, beverage and liquor items used to generate traffic to a specific booth must be purchased through Rosemont Catering by Aramark. **All items presented/served individually packaged. Attendant required \$150 per 4 hours.**

| | QUANTITY | PRICE | | QUANTITY | PRICE |
|---|----------|-------------------|---|----------|----------|
| Beverages | | | Specialty Breaks - per person (minimum 25 people) | | |
| Gallon(s) of Coffee (20 cups) | _____ | \$68/gallon | Mediterranean | _____ | \$9.50 |
| Gallon(s) of Decaf Coffee (20 cups) | _____ | \$68/gallon | Traditional Hummus, Herb Hummus, Red Pepper Hummus, Grilled Pita, | | |
| Hot Water & Tea Bags | _____ | \$68/gallon | South of the Border | _____ | \$8.50 |
| Infused Water (2 gallons minimum) | _____ | \$75-\$200/gallon | Roasted Tomato Salsa, Guacamole, Pico de Gallo, Tortilla Chips | | |
| Lemonade | _____ | \$60/gallon | Bakery - per dozen | | |
| Iced Tea (Lemons) | _____ | \$60/gallon | Toffee Crunch Blondies | _____ | \$50.00 |
| Assorted Soft Drinks (12 oz.) | _____ | \$4.00 | Brownies | _____ | \$55.00 |
| Bottled Water (16.9 oz.) | _____ | \$3.75 | Assorted Cookies | _____ | \$50.00 |
| Assorted Bottled Juices | _____ | \$4.25 | Assorted Muffins | _____ | \$42.00 |
| 20 lb. Bag of Ice | _____ | \$20.00 | Enhancements - per person (minimum 25 people) | | |
| Hosted Bar Set-Ups | | | Gourmet Domestic & Imported Cheese Board | _____ | \$9.50 |
| Premium Brands of Liquor (per drink) | _____ | \$9.00 | With Rustic Breads & Crackers | | |
| Domestic Beer (12 oz.) | _____ | \$8.00 | Crudit  with Dill Buttermilk Ranch | _____ | \$8.50 |
| Premium Beer (12 oz.) | _____ | \$9.00 | Antipasto Board | | |
| House Wine (8oz.) (per glass) | _____ | \$9.00 | Italian Meats & Cheeses, Olives, Crostini | _____ | \$12.00 |
| Bottle(s) Wine/Champagne | _____ | Varies | Sliders - 60 per order | | |
| Ask salesperson for available selection | | | Cheeseburger - Grilled Onions | _____ | \$250.00 |
| Domestic Keg   Barrel | _____ | \$475.00 | Pulled Pork - Pickle, Red Onion | _____ | \$320.00 |
| Ask salesperson for available selection | | | Buffalo Chicken - Blue Cheese, Red Onion | _____ | \$270.00 |
| (Estimated 150 12oz pours) | | | Portobello Mushroom - Mozzarella, Tomato Balsamic Chutney | _____ | \$300.00 |
| Craft or Imported Keg   Barrel | _____ | \$650.00 | Chicago Style - per person (minimum 25 orders per selections) | | |
| Ask salesperson for available selection | | | Deep Dish Pizza - 6 slices per | _____ | \$48.00 |
| (Estimated 150 12oz pours) | | | Cheese,Sausage,Pepperoni,Seasonal Vegetable | | |
| Bartenders (per 4 hours) | _____ | \$225.00 | Mini Chicago Hot Dog | _____ | \$7.00 |
| Per Illinois Liquor Law any alcohol service | | | Relish, Onion, Tomato, Sport Peppers, Mustard, Pickles, Celery Salt | | |
| requires a bartender to be staffed. | | | Pilsen Tacos | _____ | \$13.25 |
| | | | Steak & Chicken with Cilantro & Onion, Jalapeno Slaw | | |
| | | | Mini Maxwell Street Polish | _____ | \$8.00 |
| | | | Caramelized Onion, Yellow Mustard, Sport Peppers | | |
| Individual Bags Dry | | | | | |
| Snacks - per dozen | | | | | |
| Potato Chips | _____ | \$40.00 | | | |
| Pretzels | _____ | \$40.00 | | | |
| Popcorn | _____ | \$40.00 | | | |
| Snack Mix | _____ | \$40.00 | | | |
| Peanuts | _____ | \$40.00 | | | |

All food & beverage orders and delivery are subject to admin fee & tax. Prices are subject to change without notice. \$40 delivery fee will apply for any order or reorder less than \$200. For more catering options ask the salesperson to see the Catering Menus .

Company Name _____ Phone # _____

Address _____ City _____ State _____ Zip _____





Email _____ Fax # _____

Authorized By (Print Name) _____ Signature (if printing form) _____

Date of Service ____/____/____ Start Time ____:____ ☐ AM ☐ PM End Time ____:____ ☐ AM ☐ PM Booth or Room # _____

Date of Service ____/____/____ Start Time ____:____ ☐ AM ☐ PM End Time ____:____ ☐ AM ☐ PM Booth or Room # _____

METHOD OF PAYMENT

Check Enclosed: ☐ We Accept:    

Cardholder Name: _____

Credit Card #: _____

Expiration Date: _____ Security Code: _____

(A 3% convenience fee will be applied to payments made by credit card)

Please mail, fax or [email](#) completed form to Rosemont Catering, 9301 West Bryn Mawr, Rosemont, IL 60018

Fax: 847-696-9790 | Questions? Call 847-692-6415.



Rosemont Catering

by **aramark** 

Please mail or email completed form to Rosemont Catering,
9301 West Bryn Mawr, Rosemont, IL 60018

Email: favoretto-paul@aramark.com Questions? Ph. 847-692-6415

APPLICATION FOR SAMPLING ON EXHIBIT FLOOR

SHOW: _____

DATES: _____ BOOTH #: _____

COMPANY NAME: _____

CONTACT NAME: _____

ADDRESS: _____

PHONE: _____ FAX: _____

EMAIL: _____

DESCRIPTION: _____

**Completing this application does not guarantee you may sample on the show floor.
You must contact Rosemont Catering by Aramark for further information.**

GENERAL CONDITIONS

1. Items dispensed are limited to products manufactured, processed or distributed by exhibiting companies and are related to the purpose of the show.
2. All items are limited to SAMPLE SIZE and must be dispensed / distributed in accordance to Local and State Health Codes:
 - a. Non-Alcoholic Beverages limited to maximum of 2 oz. Sample Size - Beverages must be served in lidded cup
 - b. Food Items are limited to **"bite size" (2x2 or 2 ounces)** - Food must be served in individual enclosed containers
 - c. Bulk candies, snacks are not permitted even if wrapped as multi touch points are not permitted
 - d. Napkins must be handed to attendees, not set out
3. ALCOHOLIC BEVERAGES cannot be distributed without prior written consent of Rosemont Catering.
 - a. All alcohol samples must be a 1 oz Sample Size - Beverages must be served in lidded cup
 - b. Anyone offering alcohol samples will be required to obtain a temporary liquor permit from the Village of Rosemont, as well as hire an Aramark Bartender at \$200+ per 4 hours, \$35+ per additional hour to pour samples.
4. Sponsorships or donations involving food and/or beverage products are subject to a user fee for food products and corkage fee for beverage products. This charge is determined based on the individual show/event.
5. Other food and/or beverage items used as traffic promoter (i.e.: coffee, soft drinks, bottled water, popcorn, etc.), service for exhibition staff or events MUST be purchased from Rosemont Catering.

COOKING ON THE EXHIBIT FLOOR

Contact Rosemont Catering with a list of equipment being used for cooking/warming purposes. Exhibitors will be required to follow the rules & regulations set forth by the Rosemont Fire Department (R.F.D.). The R.F.D. will inspect the equipment on site continuously during the show. Exhibitors will be responsible to supply Fire extinguishers approved by the R.F.D. within their exhibit space. A temporary food health permit will also be required from the Village of Rosemont

CONTACT: Paul Favoretto 847-993-4041 or email: favoretto-paul@aramark.com

Please forward sampling form along with, an insurance certificate with \$1,000,000.00 liability insurance is required naming the following as additional insured. (1)The Village of Rosemont, (2) Donald E. Stephens Convention Center, (3) Aramark Sports & Entertainment, LLC, 9301 Bryn Mawr Avenue, Rosemont, IL 60018

Chicago Travel & Adventure Show

January 14-15, 2023

Deadline To Receive Discounted Rates:
December 30, 2022

Electrical Service



Please Mail, E-mail or Fax Completed Form to RES:

9291 West Bryn Mawr, Rosemont, IL 60018 | Fax 847-696-9797
customerservice@rosemontexpo.com

ELECTRICAL LABOR RATES

All work done after 4:00 pm Monday-Friday, and between 8:00 am and 4:00 pm Saturday will be charged at the overtime rate.
After 4:00 pm Saturday, and before 8:00 am Monday will be at the double time rate.

ADVANCE LABOR RATES: Straight Time: \$115.00/hr • Overtime: \$172.50/hr • Double Time: \$230.00/hr.
HOURLY LABOR RATES: Straight Time: \$123.00/hr • Overtime: \$184.50/hr • Double Time: \$246.00/hr.

STANDARD ELECTRICAL SERVICE OUTLET

120 volt service supplied with duplex (2) opening. Price includes bringing service to the booth, connection at one point, and removal at conclusion of event.

| | QTY | DISCOUNT | STANDARD | TOTAL |
|-------------------|---------|----------|----------|----------|
| 1-1,000 Watts | _____ x | \$190.00 | \$270.00 | \$ _____ |
| 1,001-2,000 Watts | _____ x | \$240.00 | \$345.00 | \$ _____ |

POWER CONNECTIONS

Power connections and heavy duty service may require additional labor expense.

| | QTY | DISCOUNT | STANDARD | TOTAL |
|------------------------|---------|----------|----------|----------|
| 120 VOLT, SINGLE PHASE | | | | |
| 30 Amp | _____ x | \$340.00 | \$510.00 | \$ _____ |
| 208 VOLT, SINGLE PHASE | | | | |
| 30 Amp | _____ x | \$410.00 | \$615.00 | \$ _____ |

☐ Check if neutral required*

HEAVY DUTY SERVICE

| | QTY | DISCOUNT | STANDARD | TOTAL |
|-----------------------|---------|------------|------------|----------|
| 208 VOLT, THREE PHASE | | | | |
| 20 Amp | _____ x | \$340.00 | \$510.00 | \$ _____ |
| 30 Amp | _____ x | \$460.00 | \$690.00 | \$ _____ |
| 60 Amp | _____ x | \$560.00 | \$840.00 | \$ _____ |
| 100 Amp | _____ x | \$910.00 | \$1,365.00 | \$ _____ |
| 150 Amp | _____ x | \$1,350.00 | \$2,025.00 | \$ _____ |
| 200 Amp | _____ x | \$1,975.00 | \$2,962.00 | \$ _____ |

☐ Check if neutral required*

| | | | | |
|-----------------------|---------|------------|------------|----------|
| 480 VOLT, THREE PHASE | | | | |
| 30 Amp | _____ x | \$600.00 | \$900.00 | \$ _____ |
| 60 Amp | _____ x | \$820.00 | \$1,200.00 | \$ _____ |
| 100 Amp | _____ x | \$1,330.00 | \$1,995.00 | \$ _____ |
| 200 Amp | _____ x | \$3,400.00 | \$5,100.00 | \$ _____ |

☐ Check if neutral required*

| | | | | |
|--|---------|------------|------------|----------|
| 380 VOLT, THREE PHASE (European Voltage) | | | | |
| 30 Amp | _____ x | \$425.00 | \$492.50 | \$ _____ |
| 60 Amp | _____ x | \$820.00 | \$1,200.00 | \$ _____ |
| 100 Amp | _____ x | \$1,330.00 | \$1,995.00 | \$ _____ |

☐ Check if neutral required*

SUSPENDED ELECTRICAL SIGNS

| | QTY | DISCOUNT | STANDARD | TOTAL |
|--------------|---------|----------|----------|----------|
| 0-100 lbs. | _____ x | \$300.00 | \$412.50 | \$ _____ |
| 101-150 lbs. | _____ x | \$350.00 | \$487.50 | \$ _____ |
| 151-300 lbs. | _____ x | \$430.00 | \$600.00 | \$ _____ |

FLOODLIGHTS, SPOTLIGHTS ON 9' TOWERS

Rates include rental, installation, removal and current consumption.

| | QTY | DISCOUNT | STANDARD | TOTAL |
|-----------------|---------|----------|----------|----------|
| 9' TOWER WITH | | | | |
| Two (2) Floods | _____ x | \$160.00 | \$240.00 | \$ _____ |
| Four (4) Floods | _____ x | \$209.00 | \$285.00 | \$ _____ |

SINGLE SPOTLIGHTS

Rates include rental, installation, removal and current consumption.

| | QTY | DISCOUNT | STANDARD | TOTAL |
|-----------|---------|----------|----------|----------|
| Gooseneck | _____ x | \$85.00 | \$127.00 | \$ _____ |
| Par Lite | _____ x | \$250.00 | \$375.00 | \$ _____ |

MISCELLANEOUS

| | QTY | DISCOUNT | STANDARD | TOTAL |
|------------------|---------|-------------------|----------|----------|
| Single Cap | | | | |
| Ext. Cords 25' | _____ x | \$15.00 | \$22.50 | \$ _____ |
| Ext. Cords 50' | _____ x | \$30.00 | \$45.00 | \$ _____ |
| Cube Tap | _____ x | \$5.00 | \$7.50 | \$ _____ |
| Plug Mold Strip | _____ x | \$32.00 | \$48.00 | \$ _____ |
| Quad Box | _____ x | \$22.00 | \$33.00 | \$ _____ |
| Equipment Rental | | | | |
| Scissor Lift | _____ x | \$125.00 per/hour | | \$ _____ |

24-HOUR SERVICE

is double the regular rates. If needed, please indicate service: _____

LOCATION: Please identify and show service units, power connections and tower lights and indicate booth dimensions. Heavy duty service should be accompanied with a detailed floor plan.

*\$90.00 late fee if neutral is required but not indicated

Each additional H.P. add \$40.00

Indicate next to required amps actual horsepower to be used.

ORDER TOTAL \$ _____

Company Name: _____ Phone #: _____ Fax #: _____

Address: _____ City: _____ State: _____ Zip: _____

Authorized By (print): _____ Signature: _____ Booth #: _____

Order Summary and Payment Sheet MUST accompany this order. All terms and conditions as outlined on the Order Summary and Payment Sheet have been reviewed and understood.

RES Address: 9291 West Bryn Mawr Rosemont, IL 60018 • RES Telephone: 847-696-2208 • RES Fax: 847-696-9797

**Use the squares to indicate the dimensions of your booth size.
Mark where you need your electrical service.**

Adjacent Booth / Aisle # _____

Adjacent Booth / Aisle # _____

Adjacent Booth / Aisle # _____

Show Name: _____

Booth #: _____

Company Name: _____

Booth Size: _____

CONDITIONS AND REGULATIONS

- 1) DEADLINE DATE: Your order must be received by the Donald E. Stephens Convention Center no later than 15 days before opening day to insure installation in time for the opening of the show. A 50% penalty on basic charges will apply on orders received after the deadline date. Saturdays, Sundays and holidays are not included in this 15 day period.
- 2) Wall, column, and permanent utility outlets are not to be used by the exhibitor and are not part of the booth space.
- 3) All lighting displays, electrical appliances, motors, and other types of electrical equipment must be wired to meet national, state and local codes.
- 4) Motors 3/4 H.P. and over must be equipped with a safety switch as a point of disconnect and overload protection.
- 5) All equipment and material must use 3-wire grounded type cord. All exposed non current carrying metal parts of fixed equipment, which are liable to be energized, shall be grounded.
- 6) Use of open clip sockets, latex or lamp cord wire, duplex or triplex attachment plugs in exhibits are prohibited.
- 7) Claims will not be considered unless filed in writing by the exhibitor by the close of the Exhibition.
- 8) Prices based upon current wage rates, and are subject to change without notice.
- 9) Under no circumstances shall anyone other than house electricians make electrical connections.
- 10) Installing of ball lights, hanging of electrical headers; any other type of electrical fixtures, special wiring (motor or control wiring) etc., must be done by house electricians.
- 11) Electrical power for lights and displays will be turned on 1 hour prior to show opening time, and off at show closing time daily. If power is required before or after, special arrangements must be made at least 2 hours in advance.
- 12) The Chief Electrician has the power to refuse connection where wiring constitutes a fire hazard.
- 13) All material and equipment furnished by the Convention Center of this service order shall remain its property and shall be removed by the Convention Center after the close of the show.
- 14) Rates quoted for all connections cover only the bringing of service (unless otherwise noted) to the booth in the most convenient manner and does not include connecting equipment or special wiring.
- 15) All equipment must be properly tagged and wired with complete information as to type of current, voltage, phase, cycle, horsepower, etc.
- 16) Exhibitors must check in at the electrical service desk before assembling their exhibits requiring electrical power or labor.
- 17) Cancellation or change of electrical requirements could result in a 50% penalty charge. Changes in original order must be submitted in writing.

ELECTRIC SERVICE FOR EXHIBITS AT THE DONALD E. STEPHENS CONVENTION CENTER

Electrical requirements for an exhibit at the Convention Center are based on codes developed by local and national organizations whose professional responsibility is for the safety of all exhibitors and visitors.

Too frequently, fires have been traceable to faulty wiring sometimes because of carelessness and sometimes because of lack of understanding of the risks involved.

In the interest of public safety, every exhibit presented in the Convention Center is carefully inspected to determine if violations exist. If they do, qualified electricians are available to correct the problem. This work will be performed on a time-and-material basis. If the exhibitor does not wish to have the fault corrected, electrical service will not be connected.

If an exhibitor is not informed or does not understand basic safety standards for electrical wiring, an electrician should be consulted before shipment is made to the Convention Center.

SAFE WIRING IS ESSENTIAL

Donald E. Stephens Convention Center is responsible for the total electrical distribution systems and the linking of all electrical items in an exhibit with the power services of the building.

Serious risks are involved which can be reduced with accurate understanding of basic requirements. Safe wiring inside an exhibit is essential.

Wiring that touches the floor must be "SO" cord which is insulated to qualify for "extra hard usage." Cord wiring above the floor level can be "SJ" which is rated for "hard usage."

All flexible cords shall be 3-wire unless the cord is a component part of an assembly which is specifically approved.

The use of open clip sign sockets, latex or lamp cord wire in displays, duplex or triplex attachment plugs are prohibited by order of the Rosemont Fire Department and Electrical Inspection Department.

All electrical equipment and wiring requires evidence of testing and approval by a nationally recognized testing laboratory.

Spot or flood lighting is a hazard when lamps are too close to fabrics or other material which may be affected by heat.

The Convention Center electrical services offer extension cords, spiders and plug molds which provide safety approved multiple plug in capacity.

Chicago Travel & Adventure Show

January 14-15, 2023

Deadline To Receive Discounted Rates:
December 30, 2022

Booth Cleaning



Please Mail, E-mail or Fax Completed Form to RES:

9291 West Bryn Mawr, Rosemont, IL 60018 | Fax 847-696-9797
customerservice@rosemontexpo.com



Rosemont Exposition Services provides general cleaning and vacuuming of the aisle carpeting as well as vacuuming of all booth carpets ordered thru RES on the first day of the show. If you require additional booth cleaning, you must contract for it by using this form.

| | BOOTH SIZE | DISCOUNT PER. SQ. FT. | TOTAL PER DAY | NUMBER OF DAYS | TOTAL |
|--|---------------|--------------------------|------------------|-------------------|----------|
| Booth Vacuum | _____ | x \$0.37 | \$ _____ | X _____ | \$ _____ |
| Shampooing of Carpeting | _____ | x \$0.48 | \$ _____ | X _____ | \$ _____ |
| Scrubbing, Mopping & Waxing of Tile Flooring | _____ | x \$0.48 | \$ _____ | X _____ | \$ _____ |
| Porter Service | | \$26.50/hr | | | |
| After 4:30 p.m. weekdays, Saturdays & Sundays | | \$31.80/hr | | | |

Special Instructions

ORDER TOTAL \$ _____

Company Name: _____ Phone #: _____ Fax #: _____

Address: _____ City: _____ State: _____ Zip: _____

Authorized By (print): _____ Signature: _____ Booth #: _____

Order Summary and Payment Sheet MUST accompany this order. All terms and conditions as outlined on the Order Summary and Payment Sheet have been reviewed and understood.

RES Address: 9291 West Bryn Mawr, Rosemont, IL 60018 • RES Telephone: 847-696-2208 • RES Fax: 847-696-9797

Chicago Travel & Adventure Show

January 14-15, 2023

Deadline To Receive Discounted Rates:
December 30, 2022

Internet & Telecommunications



Please Mail, E-mail or Fax Completed Form to RES:

9291 West Bryn Mawr, Rosemont, IL 60018 | Fax 847-696-9797
customerservice@rosemontexpo.com

DHCP WIRED INTERNET SERVICE

| | DISCOUNT | STANDARD | QUANTITY | TOTAL |
|-------------------------------------|----------------|------------|----------|----------|
| 1 Mbps Service | \$625.00 | \$750.00 | _____ | \$ _____ |
| 3 Mbps Service | \$1,875.00 | \$2,250.00 | _____ | \$ _____ |
| 5 Mbps Service | \$3,125.00 | \$3,750.00 | _____ | \$ _____ |
| 10 Mbps Service | \$6,250.00 | \$7,500.00 | _____ | \$ _____ |
| For Services greater than 10.0 Mbps | CALL FOR QUOTE | | _____ | \$ _____ |

WIRED INTERNET SERVICE WITH DEDICATED OUTSIDE IP ADDRESS

| | DISCOUNT | STANDARD | QUANTITY | TOTAL |
|---|----------------|-------------|----------|----------|
| 1 Mbps Service | \$1,000.00 | \$1,200.00 | _____ | \$ _____ |
| 3 Mbps Service | \$3,000.00 | \$3,600.00 | _____ | \$ _____ |
| 5 Mbps Service | \$5,000.00 | \$6,000.00 | _____ | \$ _____ |
| 10 Mbps Service | \$10,000.00 | \$12,000.00 | _____ | \$ _____ |
| Additional Dedicated Outside IP Address | \$200.00 | \$240.00 | _____ | \$ _____ |
| For Services greater than 10.0 Mbps | CALL FOR QUOTE | | _____ | \$ _____ |

INTERNET EXTRAS

Note that the Wireless Router is a device rental and does not provide Internet Connectivity - please order the appropriate Internet Service Indicated in the Restriction.

| | DISCOUNT | STANDARD | QUANTITY | TOTAL |
|-----------------------------------|----------------|----------|----------|----------|
| Cat5 Cabling per 10 ft. | \$15.00 | \$25.00 | _____ | \$ _____ |
| 8 Port Switch | \$100.00 | \$125.00 | _____ | \$ _____ |
| 16 Port Switch | \$125.00 | \$150.00 | _____ | \$ _____ |
| 24 Port Switch | \$150.00 | \$175.00 | _____ | \$ _____ |
| Wireless Router | \$350.00 | \$425.00 | _____ | \$ _____ |
| VLAN CONNECTION - PRIVATE NETWORK | CALL FOR QUOTE | | _____ | \$ _____ |

TELEPHONE SERVICES

| | DISCOUNT | STANDARD | QUANTITY | TOTAL |
|--|----------|----------|----------|----------|
| Single Line Telephone <i>Includes single line phone with up to \$100 in local & long distance charges</i> | \$275.00 | \$350.00 | _____ | \$ _____ |

TELEPHONE EXTRA SERVICES

Must be ordered with single line telephone

| | DISCOUNT | STANDARD | QUANTITY | TOTAL |
|--------------------------------------|-------------|-------------|----------|----------|
| Extension within booth* | | | | |
| Additional location with same number | \$50.00 ea. | \$75.00 ea. | _____ | \$ _____ |
| Hunting Lines* | \$25.00 ea. | \$50.00 ea. | _____ | \$ _____ |
| Two Line Phones/Speaker Phone* | \$50.00 ea. | \$75.00 ea. | _____ | \$ _____ |

Technical assistance is available and will be billable on a time basis at a rate of \$75.00 per hour with a minimum of 1/2 hour.

There will be a 100% charge for Rental equipment cancelled 5 days or less prior to the first day of event.

There will be a 50% charge of the standard rate for Internet and Telecommunications services cancelled after show set-up has begun. No adjustments will be made after show closing.

ORDER TOTAL \$ _____

Install Date: _____

LOCATION: Please identify and show location desired for each service on next page

Company Name: _____ Phone #: _____ Fax #: _____

Address: _____ City: _____ State: _____ Zip: _____

Authorized By (print): _____ Signature: _____ Booth #: _____

Order Summary and Payment Sheet MUST accompany this order. All terms and conditions as outlined on the Order Summary and Payment Sheet have been reviewed and understood.

RES Address: 9291 West Bryn Mawr, Rosemont, IL 60018 • RES Telephone: 847-696-2208 • RES Fax: 847-696-9797

Use the squares to indicate the dimensions of your booth size.
Mark where you need your internet & phone drops.

Adjacent Booth / Aisle # _____

Adjacent Booth / Aisle # _____

Adjacent Booth / Aisle # _____

Adjacent Booth / Aisle # _____

Show Name: _____

Booth #: _____

Company Name: _____

Booth Size: _____

TERMS AND CONDITIONS

- 1) Order forms and payment must be received prior to the scheduled event opening to ensure prompt order processing. Company Checks must be made payable to Rosemont Exposition Services. Personal checks will not be accepted. Booth numbers or locations must be identified on the face of the Internet & Telecommunications Order Form. Incomplete information will delay processing.
- 2) Rates listed for all connections include bringing the service to the booth in the most convenient manner, and do not include computer equipment unless ordered or intranet working cabling. Pricing for services is per location, defined as an individual booth, meeting room, ballroom or lobby area.
- 3) There will be a 100% charge for Rental equipment cancelled 5 days or less prior to the first day of event.
- 4) There will be a 50% charge of the standard rate for Internet and Telecommunications services cancelled after show set-up has begun. No adjustments will be made after show closing.
- 5) Additional service and labor charges may be assessed for installation. Rates include all applicable taxes.
- 6) All material and equipment furnished by RES Telecommunications provider shall remain the property of RES Telecommunications provider and shall be removed only by RES Telecommunications personnel at the close of the show and/or event. Failure to return furnished equipment shall result in a charge equivalent to the replacement cost of the furnished equipment.
- 7) Booths requiring more than 30 ports require private T-1 service.

RES TELECOMMUNICATIONS RESPONSIBILITIES

- 1) RES Telecommunications will provide standard 10/100 Ethernet connections with station adapter connectors to each computer as determined by RES Telecommunications technical staff.
- 2) The client will be issued a valid TCP/IP address for each basic connection.
- 3) The client will be issued appropriate TCP/IP settings for dedicated service.
- 4) Due to the nature of the Internet, RES Telecommunications cannot guarantee any level of security, performance or accessibility beyond our gateway.
- 5) The choice of the Internet Service Provider (ISP) is at the sole discretion of RES Telecommunications. If the client requires that a specific vendor provide these services, arrangements must be made twelve (12) weeks before move-in.
- 6) Client requests for special services will be accommodated, but may incur charges beyond the standard Internet connections.

CLIENT RESPONSIBILITIES

- 1) At no time, will the client connect a DHCP server to the Convention Center Network.
- 2) The client must provide a list of all required connections, containing exact location (exhibit booth number, meeting room number, etc.).
- 3) If not renting, the client must provide the node equipment (personnel computer, etc.) properly configured, as well as a standard Ethernet adapter card, rated for 10 Mbps, 10/100, RJ45 connection.
- 4) If not renting, the client is responsible for the proper configuration of computing machinery and software for the Internet and Ethernet communications. RES Telecommunications will provide client with basic configurations.
- 5) The client is responsible for all services outside of basic Internet connectivity. This includes e-mail services, ftp services, web servers, etc.

LIMITATION OF LIABILITY

In no event shall RES telecommunications be liable to the client or to any other party for special, collateral, exemplary, indirect, incidental or consequential damages, whether such damages occur either prior or subsequent to, are alleged as a result of, tortious conduct, failure of the equipment of services of RES Telecommunications or breach of any of the provisions of the agreement, regardless of the form of action, whether in contract or in tort, including strict liability and negligence, even if RES Telecommunications has been advised of the possibility of such damages, or for any damages caused by the clients failure to perform his/her responsibilities. Such excluded damages include, but are not limited to, loss of profits, loss of use or interruption of business, or other consequential or indirect economic loss. RES Telecommunications is not responsible for any Internet security breaches before or beyond our gateway.

For customer services such as private LAN connectivity and special configurations or equipment not listed above please call for quote. Assigned IP Address (address will be confirmed once order is placed.) Technical assistance will be offered at a rate of \$75.00 per hour, straight time. Overtime is \$150.00 per hour.

Boingo Complimentary Wifi

Connection Instructions:

1. Connect your device to the Wi-Fi signal **BOINGO HOTSPOT**
2. Once connected, launch your web browser.
3. A Boingo splash page will appear. Click link to connect to “Complimentary WiFi” and follow instructions to get online.
4. **VERY IMPORTANT!** If you are having any issues, please call Boingo Support at **1-800-880-4117**. You must have your device with you so the representative can help you directly.

Chicago Travel & Adventure Show

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Deadline To Receive Discounted Rates:
December 30, 2022

Audio Visual



Please Mail, E-mail or Fax Completed Form to RES:

9291 West Bryn Mawr, Rosemont, IL 60018 | Fax 847-696-9797
customerservice@rosemontexpo.com

LABOR RATES: The Donald E. Stephens Convention Center is a union facility and union labor may be required with equipment rental.



VIDEO

| | QUANTITY | DISCOUNT | STANDARD | TOTAL |
|----------------------|----------|----------------|------------|----------|
| 20" Monitor | _____ x | \$250.00 | \$300.00 | \$ _____ |
| 26" Monitor | _____ x | \$350.00 | \$400.00 | \$ _____ |
| 32" Monitor | _____ x | \$650.00 | \$700.00 | \$ _____ |
| 37" Monitor | _____ x | \$800.00 | \$850.00 | \$ _____ |
| 42" Monitor | _____ x | \$925.00 | \$1,000.00 | \$ _____ |
| 50" Monitor | _____ x | \$1,100.00 | \$1,200.00 | \$ _____ |
| 60" Monitor | _____ x | \$1,650.00 | \$1,800.00 | \$ _____ |
| 70" Monitor | _____ x | \$2,500.00 | \$3,000.00 | \$ _____ |
| Monitor Floor Stand | _____ x | \$225.00 | \$275.00 | \$ _____ |
| Monitor Wall Bracket | _____ x | \$150.00 | \$175.00 | \$ _____ |
| Blu-Ray Player | _____ x | \$200.00 | \$250.00 | \$ _____ |
| Video Cables | _____ x | \$75.00 | \$100.00 | \$ _____ |
| Touch Screen Monitor | _____ x | call for quote | | \$ _____ |
| Video Wall | _____ x | call for quote | | \$ _____ |

AUDIO

| | | | | |
|----------------------------------|---------|----------|----------|----------|
| Powered Speaker | _____ x | \$300.00 | \$350.00 | \$ _____ |
| Two Speaker P.A. System | _____ x | \$450.00 | \$550.00 | \$ _____ |
| Four Speaker P.A. System | _____ x | \$600.00 | \$700.00 | \$ _____ |
| Wireless Handheld Microphone | _____ x | \$300.00 | \$350.00 | \$ _____ |
| Wireless Lavalier Microphone | _____ x | \$300.00 | \$350.00 | \$ _____ |
| Wireless Headset Microphone | _____ x | \$300.00 | \$350.00 | \$ _____ |
| Wired Handheld Microphone | _____ x | \$50.00 | \$75.00 | \$ _____ |
| Wired Lavalier Microphone | _____ x | \$75.00 | \$125.00 | \$ _____ |
| 4 - Channel Audio Mixer | _____ x | \$75.00 | \$100.00 | \$ _____ |
| Direct Box for Laptop/MP3 Player | _____ x | \$125.00 | \$150.00 | \$ _____ |

COMPUTER

| | | | | |
|---------------------------------------|---------|----------|----------|----------|
| PC Laptop Computer | _____ x | \$450.00 | \$550.00 | \$ _____ |
| Mac Laptop Computer | _____ x | \$650.00 | \$700.00 | \$ _____ |
| Black & White Printer | _____ x | \$450.00 | \$500.00 | \$ _____ |
| Color Printer | _____ x | \$600.00 | \$650.00 | \$ _____ |
| All In One Printer/Fax/Copier/Scanner | _____ x | \$800.00 | \$900.00 | \$ _____ |
| Microsoft Office Software | _____ x | \$125.00 | \$150.00 | \$ _____ |

ADDITIONAL SERVICES

| | | | |
|----------------------|---------|----------------|----------|
| Truss Booth Lighting | _____ x | call for quote | \$ _____ |
| Videography | _____ x | call for quote | \$ _____ |

For an extensive list of our inventory, labor rates, and detailed information, please call Anton Eleazar at 847-993-4816.

Delivery Date & Time: _____ Pick-Up Date & Time: _____ ORDER TOTAL \$ _____

Company Name: _____ Phone #: _____ Fax #: _____

Address: _____ City: _____ State: _____ Zip: _____

Authorized By (print): _____ Signature: _____ Booth #: _____

Order Summary and Payment Sheet MUST accompany this order. All terms and conditions as outlined on the Order Summary and Payment Sheet have been reviewed and understood.

RES Address: 9291 West Bryn Mawr, Rosemont, IL 60018 • RES Telephone: 847-696-2208 • RES Fax: 847-696-9797

| | NUMBER OF WORKERS NEEDED | SET-UP DATE | HOURS | SET-UP TIME | DISMANTLE DATE | HOURS | DISMANTLE TIME |
|-------------------|--------------------------|-------------|-------|-------------|----------------|-------|----------------|
| Carpenters | | | | | | | |
| Decorators | | | | | | | |
| Crew of 2 Riggers | | | | | | | |
| Electricians | | | | | | | |
| Plumbers | | | | | | | |

TERMS AND CONDITIONS

When ordering labor, please be aware of the following:

- 1) This advance labor request will be considered as only a reservation for labor.
- 2) On the day and time that you require labor, you must go to the Labor Service Desk and pick up and sign out your labor crew.
- 3) The labor crew will not be sent to your booth without being signed out.
- 4) Upon completion of their work, you MUST return the laborers to the Labor Service Desk and sign them in.
- 5) All labor is billed at one-half hour minimum for each man.
- 6) Number of workers required will be determined by labor foreman.
- 7) Straight time is 8:00 am to 4:30 pm weekdays, for Carpenters, Decorators, Teamsters and Riggers, and 8:00 am to 4:00 pm weekdays for electricians and plumbers.
- 8) Please contact RES or see Service Center for a breakdown of the overtime/double time schedules.

ADVANCE HOURLY LABOR RATES

| | STRAIGHT TIME | OVERTIME | DOUBLE TIME |
|-------------|---------------|----------|-------------|
| Carpenter | \$117.50 | \$176.25 | \$235.00 |
| Decorator | \$110.00 | \$165.00 | \$220.00 |
| Teamster | \$85.00 | \$127.50 | \$170.00 |
| Rigger | \$122.50 | \$183.75 | \$245.00 |
| Electrician | \$115.00 | \$172.50 | \$230.00 |
| Plumber | \$99.00 | N/A | \$198.00 |

HOURLY LABOR RATES

| | STRAIGHT TIME | OVERTIME | DOUBLE TIME |
|-------------|---------------|----------|-------------|
| Carpenter | \$125.00 | \$187.50 | \$250.00 |
| Decorator | \$117.50 | \$176.25 | \$235.00 |
| Teamster | \$92.50 | \$138.75 | \$185.00 |
| Rigger | \$130.00 | \$195.00 | \$260.00 |
| Electrician | \$123.00 | \$184.50 | \$246.00 |
| Plumber | \$106.50 | N/A | \$213.00 |

HOURLY EQUIPMENT RENTAL RATES

| | |
|-----------------------------------|----------|
| Forklift - 5,000 lb w/o operator | \$125.00 |
| Forklift - 15,000 lb w/o operator | \$175.00 |
| Scissor Lift w/o operator | \$125.00 |
| Condor Lift w/o operator | \$175.00 |



Forklift



Scissor Lift



Condor Lift

Company Name: _____ Phone #: _____ Fax #: _____

Address: _____ City: _____ State: _____ Zip: _____

Authorized By (print): _____ Signature: _____ Booth #: _____

Chicago Travel & Adventure Show

January 14-15, 2023

Deadline To Receive Discounted Rates:
December 30, 2022

Installation & Dismantle Labor Order Form



Please Mail, E-mail or Fax Completed Form to RES:
9291 West Bryn Mawr, Rosemont, IL 60018 | Fax 847-696-9797
customerservice@rosemontexpo.com

INSTALLATION & DISMANTLE SUPERVISION

Rosemont Exposition Services can provide I & D Supervision Services for exhibiting companies which are unable to be present at set-up and/or dismantle.

☐ We authorize Rosemont Exposition Services to supervise the set-up/dismantle of our exhibit.

☐ Set-Up ☐ Dismantle

Number of pieces/crates to arrive for booth assembly: _____

(not to include display materials, i.e. product, literature, misc.)

☐ We plan to ship our crated material to the Advance Warehouse

☐ We plan to ship our materials direct to the Donald E. Stephens Convention Center

PLEASE SUBMIT PROPER DIAGRAMS/DRAWINGS WITH INSTRUCTIONS FOR BOOTH ASSEMBLY

| | NUMBER OF WORKERS NEEDED | SET-UP DATE | HOURS | SET-UP TIME | DISMANTLE DATE | HOURS | DISMANTLE TIME |
|-------------------|--------------------------|-------------|-------|-------------|----------------|-------|----------------|
| Carpenters | | | | | | | |
| Decorators | | | | | | | |
| Crew of 3 Riggers | | | | | | | |

DISCOUNT I&D LABOR RATES

| | STRAIGHT TIME | OVERTIME | DOUBLE TIME |
|-----------|---------------|----------|-------------|
| Carpenter | \$152.75 | \$229.25 | \$305.00 |
| Decorator | \$143.00 | \$214.50 | \$286.00 |
| Rigger | \$161.50 | \$242.25 | \$323.00 |

STANDARD I&D LABOR RATES

| | STRAIGHT TIME | OVERTIME | DOUBLE TIME |
|-----------|---------------|----------|-------------|
| Carpenter | \$162.75 | \$244.25 | \$325.50 |
| Decorator | \$146.50 | \$219.75 | \$293.00 |
| Rigger | \$164.00 | \$246.00 | \$328.00 |

HOURLY EQUIPMENT RENTAL RATES

| | |
|-----------------------------------|----------|
| Forklift - 5,000 lb w/o operator | \$125.00 |
| Forklift - 15,000 lb w/o operator | \$175.00 |
| Scissor Lift w/o operator | \$125.00 |
| Condor Lift w/o operator | \$175.00 |



Forklift



Scissor Lift



Condor Lift

Straight time is 8:00 am to 4:30 pm weekdays.

Please contact RES or see Service Center for a breakdown of the overtime/double time schedules.

All labor is billed at one-half hour minimum for each man.

Company Name: _____ Phone #: _____ Fax #: _____

Address: _____ City: _____ State: _____ Zip: _____

Authorized By (print): _____ Signature: _____ Booth #: _____

Order Summary and Payment Sheet MUST accompany this order. All terms and conditions as outlined on the Order Summary and Payment Sheet have been reviewed and understood.

RES Address: 9291 West Bryn Mawr, Rosemont, IL 60018 • RES Telephone: 847-696-2208 • RES Fax: 847-696-9797

State of Illinois legislative changes have modified work rule jurisdictions and wage scale schedules in the Chicagoland area. There are seven major unions that have some jurisdiction in the Chicagoland area. The following guidelines will help you in preparing your exhibit to understand these jurisdictions.

WHAT AN EXHIBITOR CAN DO WITHOUT UNIONS IN THE CHICAGOLAND AREA

Chicagoland work-rules modifications now enable exhibitors to perform several set-up tasks which in the past were under union jurisdiction. Each of these are itemized below, and must be completed by full-time employees of the exhibiting company.

- 1) Exhibitors may set up and dismantle their own booth displays, as well as the various tasks outlined below, provided the work is being done by full time employees of the exhibiting company. No outside workers are permitted to provide set-up and dismantle services unless they are members of a Chicagoland Carpenter Union Local with valid trade show jurisdictions
- 2) Exhibitors may use hand tools and power tools to perform work within their booths.
- 3) Exhibitors may affix clamp-on lights to the top of their booth displays.
- 4) Exhibitors may calibrate and do repair work on internal circuit boards, and do interconnecting of peripheral computer equipment.
- 5) Exhibitors may do the connection of lighting, video equipment and light bulbs to an electrical outlet when the outlet has been ordered by the exhibitor.
- 6) Exhibitors may hang pictures, graphics, logos, etc. onto a backwall display when such items are designed to be affixed by pre-set velcro strips, permanently mounted hooks, or snaps.
- 7) Exhibitors may hand carry small packages, pop-up displays and desktop computer equipment provided it can be done without the use of a fork-lift, flat cart or dolly, only from a designated parking area.
- 8) Exhibitors may inflate balloons.
- 9) Video taping may be done by exhibitors within the confines of their own booths using equipment owned or rented by the exhibiting company, provided such taping does not conflict with show management regulations, and does not require tools or ladders.
- 10) Exhibitors may un-pack, re-pack and set out their own product line within the booth for display purposes.

CARPENTERS UNION

Carpenters handle the erection and dismantling of display and exhibit booths. This includes all display work with the exception of machinery, signs or lighted headers, unless the sign or header is a permanently attached part of the display. Carpenters also recrate machines for outbound loading. Millwrights, a division of the carpenters union, handle the assembly and the leveling of machinery, as well as the attachment of all guards and shields.

DECORATORS UNION

Decorators handle the installation of signs, drape background, table skirting, and all other items of decorative nature that must be done after a display background is erected.

ELECTRICAL UNION

Electricians handle all electrical work, which includes supplying power lines to your booth, connecting equipment to the proper outlets, installing any signs or headers that are lighted, unless they are permanently attached to the exhibit backwall, and the running of cable within the exhibitors booth.

MACHINERY MOVERS & RIGGERS UNION

Riggers handle all machinery. This includes the unloading of the machines from the trucks, moving the materials to your booth, and a one-time spotting of display ready equipment, which the exhibitor must supervise at the time of unloading. Riggers also remove skids and reskid machines, uncrate machines, and respot machines in the booth if needed. This service must be ordered as needed, at exhibitor's expense.

PLUMBERS UNION

Plumbers handle all plumbing work such as compressed air, water/drain, or natural gas.

TEAMSTERS UNION

Teamsters handle all freight inside the exhibit hall. They unload all trucks or vehicles, deliver the materials to your booth, and remove and reload materials at the close of the show.

THEATRICAL STAGEHANDS UNION

Stagehands assemble portable lighting and sound systems as well as picture screens 10' x 14' in size and larger. They also set stages, operate lighting and sound consoles, and hang lighting trusts and speaker systems.



Hanging of signs from the ceiling, both electrical and non-electrical, is permitted at the Donald E. Stephens Convention Center provided doing so complies with show management rules and regulations and that the following conditions and limitations are adhered to. These conditions have been reviewed and provide limits which cannot be exceeded.

- 1) The top of a sign may not exceed the height limitation specific to the booth location and show regulations.
- 2) All Hanging signs must be sent to RES warehouse, using the hanging sign shipping label included in this exhibitor service manual by the specified deadline date.
- 3) The total weight limit of the sign or materials is not to exceed 1500 lbs. unless approved by RES and the Donald E. Stephens Convention Center.
- 4) All signs, regardless of size, should be constructed of lightweight metals and plastic to allow greater flexibility and ease of installation.
- 5) The Final placement of all hanging signs shall be determined by RES prior to installation to insure minimum stress to the supporting framework.
- 6) No signs are to be hung from any electrical fixtures, raceways, gas, air, fire protection piping, supports or hangers.
- 7) All electrical and neon signs must conform to electrical codes of the Village of Rosemont.
- 8) RES Decorators are responsible for all hanging signs. RES will pre-assemble and hang all signs. No carpenter labor through a display house will be allowed to assemble any hanging sign.
- 9) Set-up instructions must be included with the Hanging Sign Order Form and with the sign crates.
- 10) Because of the structure of the ceiling and the location of exhibits in relation to support beams, the hanging sign may have to be moved from the original specifications.
- 11) Exhibitor personnel or display house may supervise on your behalf. Exhibitors who do not provide supervision (either company personnel or display house) agree to accept the charges for time, materials and equipment as determined by RES
- 12) You are required to make arrangements prior to move-out for the outbound dismantling, packing and shipping of your hanging sign. RES cannot be held liable for damages or misplacement of sign(s) should outbound dismantling arrangements not be made. All pertinent information and arrangements must be given to the RES Service Center .

Chicago Travel & Adventure Show

January 14-15, 2023

Deadline To Receive Discounted Rates:
December 30, 2022

Hanging Signs Form



Please Mail, E-mail or Fax Completed Form to RES:

9291 West Bryn Mawr, Rosemont, IL 60018 | Fax 847-696-9797
customerservice@rosemontexpo.com

TYPE

- ☐ Cloth/Vinyl Banner
☐ Metal
☐ Wood
☐ Plastic
☐ Other _____

SHAPE

- ☐ Square
☐ Circle
☐ Triangle
☐ Rectangle
☐ Other _____

SIZE

Length _____
Height _____
Width _____
Weight _____

SIGN REQUIREMENTS

- ☐ Electrical ☐ Non Electrical

SUPERVISION

- ☐ RES ☐ Display House ☐ Exhibitor Personnel

Contact Name: _____ Time & Date _____

LABOR RATES

Hanging sign crew labor rates
will increase by 20% if not
ordered by the deadline date

2 MAN CREW with LIFT for signs up to 6'

- ☐ Straight Time - \$425.00 per Hour
☐ Overtime - \$600.00 per Hour
☐ Double Time - \$800.00 per Hour

4 MAN CREW with LIFT for signs 6' and over

- ☐ Straight Time - \$650.00 per Hour
☐ Overtime - \$850.00 per Hour
☐ Double Time - \$1150.00 per Hour

INSTALLATION ESTIMATE

_____ X _____ = _____
Approx. Hours Hourly Rate Total Estimate

DISMANTLE ESTIMATE

_____ X _____ = _____
Approx. Hours Hourly Rate Total Estimate

PLACEMENT DIAGRAM

Use diagram below to represent the booth space. Indicate how far from each boundary you would like your sign. The ceiling structure and relation to support beams may require your sign to be moved from your specified location. On signs other than banners, include drawings or blueprints with detailed information so hanging anchor points can be determined. There will be additional labor charges if a hanging sign has to be moved once it has been suspended based on location indicated by the diagram provided by the exhibiting company or display house.

_____ Feet From the Back | Adjacent Booth / Aisle # _____

_____ Feet From the Left

Adjacent Booth / Aisle # _____

_____ Feet From the Right

Adjacent Booth / Aisle # _____

_____ Feet From the Front | Adjacent Booth / Aisle # _____

_____ Feet From the Floor to Top of Sign

Company Name: _____ Phone #: _____ Fax #: _____

Address: _____ City: _____ State: _____ Zip: _____

Authorized By (print): _____ Signature: _____ Booth #: _____

Order Summary and Payment Sheet MUST accompany this order. All terms and conditions as outlined on the Order Summary and Payment Sheet have been reviewed and understood.

RES Address: 9291 West Bryn Mawr, Rosemont, IL 60018 • RES Telephone: 847-696-2208 • RES Fax: 847-696-9797

Special Freight Services

Small Passenger Vehicles Only!

- 1) To facilitate the move-in and move-out of exhibitors with small exhibit material shipments, Rosemont Exposition Services is pleased to make available for hire, one (1) laborer with one (1) pushcart, for one (1) trip. Services can be made one way from the dock to your booth or your booth to the dock. Charges for this service is \$125.00.
- 2) This service is for those who have small and carry items all of which must fit on a 3' x 4' push cart, in one trip only. If you arrive with a truck/van or trailer filled with exhibit materials you will not qualify for this service and will be redirected.
- 3) A cartload is eight (8) pieces or less (weighing less than 250 lbs. total.) There is one cartload allowed per booth.
- 4) Your vehicle must unload on the receiving dock of the exhibit hall. (RES personnel will direct vehicles.) The cart is not authorized to enter or go to any parking structure. There must be two (2) people with the vehicle. One person to go with your product to the booth space and one person to remove your vehicle from the unloading area to parking area.
- 5) Freight that is too large or heavy must be handled by RES at their freight handling rates. No personal trucks (1 ton & over), no rental trucks, trailers, or bobtails will be unloaded through cartload service.

Vehicles that qualify:



Sedan



Van



Sports Utility Vehicle



Pickup

Dock to Booth: _____ Number of trip x \$125.00 = \$ _____

Booth to Dock: _____ Number of trip x \$125.00 = \$ _____

ORDER TOTAL \$ _____

Company Name: _____ Phone #: _____ Fax #: _____

Address: _____ City: _____ State: _____ Zip: _____

Authorized By (print): _____ Signature: _____ Booth #: _____

For shipping questions or to confirm delivery of your warehouse shipment, please call RES Warehouse (847) 678-0374. Normal warehouse hours are 7:00 am to 3:00 pm Monday thru Friday.

Note that the advance warehouse can accommodate display shipments, but cannot facilitate machinery or container deliveries.

\$\$\$ MONEY-SAVING TIP \$\$\$

To keep your material handling costs down, be sure to ship your materials all together.

1) ADVANCE SHIPMENTS RECEIVED AT THE RES WAREHOUSE

Advance shipments will be accepted at the RES warehouse beginning **December 12, 2022**. Shipments received at the RES warehouse by **December 28, 2022** will be weighed, inspected and charged at a rate of **\$125.00 per cwt.** (100 lb. minimum). This charge includes storage prior to the opening of the show, delivery to the exhibitor's booth, removal to the loading dock at the close of the show and S.T. (straight time) reloading onto outbound carriers. This rate also includes pick-up, storage and return of empty crates and cartons. Shipments received at the RES warehouse after **December 28, 2022**, will be charged at the rate of **\$130.00 per cwt.** (100 lb. minimum).

2) DIRECT SHIPMENTS TO THE DONALD E. STEPHENS CONVENTION CENTER

Materials unloaded at the Donald E. Stephens Convention Center, on S.T. (straight time), will be delivered to the exhibitor's booth, and removed to dock for reloading onto outbound carriers at the conclusion of the show, at a rate of **\$115.00 per cwt.** (100 lb. minimum) per shipment. This rate includes pick-up, storage and return of empty crates and cartons.

3) OVERTIME/SURCHARGES

There will be a **\$28.75 per cwt.** surcharge for any freight loaded or unloaded on Saturday, or after 4:00 p.m. weekdays. There will be a **\$57.50 per cwt.** surcharge for any freight loaded or unloaded on Sunday or Holidays. Uncrated display materials, container shipments and "loose loads" will be loaded and unloaded at the direct shipment rate plus a **\$28.75 per cwt.** surcharge due to the extra time and care required to handle these shipments. Van line shipments which require additional unloading time, and/or special handling will also be subject to this **\$28.75 per cwt.** surcharge.

4) MOBILE UNITS

All vehicles (i.e. cars, trucks & motorcycles) being displayed will be charged at a round trip rate of \$200.00 each.

5) UPS SHIPMENTS

Rosemont Exposition Services will not be responsible in any way for the condition, count or content of UPS deliveries to the RES warehouse or Donald E. Stephens Convention Center. The UPS document signed by RES freight representative upon delivery does not specify the exhibiting company's name or booth number. Shortages or damages discovered at the booth are the complete responsibility of the exhibiting company.

6) DRAYAGE PAYMENT INFORMATION (CHECK ONE)

- ☐ We plan to ship our crated display material to the Advance Warehouse
☐ We plan to ship our materials direct to the Donald E. Stephens Convention Center

HOW TO CALCULATE YOUR ORDER:

When recording weight, round up to the next 100lbs. (example: 265 lbs. = 300 lbs. 3 x RATE = Dollars)

Advance crated shipments received at the warehouse by December 28, 2022:

We will ship _____ lbs. @ \$125.00 per cwt. (100 lb. min) = \$ _____

Advance crated shipments received at the warehouse after December 28, 2022:

We will ship _____ lbs. @ \$130.00 per cwt. (100 lb. min) = \$ _____

Direct exhibit display material shipments to the Donald E. Stephens Convention Center:

We will ship _____ lbs. @ \$115.00 per cwt. (100 lb. min) = \$ _____

Company Name: _____ Booth #: _____

Order Summary and Payment Sheet MUST accompany this order. All terms and conditions as outlined on the Order Summary and Payment Sheet have been reviewed and understood.

RES Address: 9291 West Bryn Mawr, Rosemont, IL 60018 • RES Telephone: 847-696-2208 • RES Fax: 847-696-9797



1) WHEN TO SHIP

Advance shipments will be accepted at the RES warehouse beginning **December 12, 2022** and must arrive no later than **January 12, 2023**. Shipments to the Donald E. Stephens Convention Center should be timed to arrive on January 13, 2023 only. No earlier.

2) WHERE TO SHIP

DIRECT SHIPMENTS

Address all shipments to Donald E. Stephens Convention Center:

Exhibitors name:

Booth number:

Chicago Travel & Adventure Show
c/o Rosemont Exposition Services, Inc.
9300 Williams Street
Rosemont, Illinois 60018

ADVANCE SHIPMENTS

Address all shipments to Warehouse:

Exhibitors name:

Booth number:

Chicago Travel & Adventure Show
c/o Rosemont Exposition Services, Inc.
3412 N. River Road
Franklin Park, Illinois 60131

3) INTERNATIONAL & CANADIAN SHIPMENTS:

Neither RES, Inc. nor the Donald E. Stephens Convention Center can provide a tax ID number for customs clearance. It is the responsibility of a licensed customs broker to provide this service and insure passage of show materials into the United States. All freight should be consigned to a certified broker for customs clearance. If your company does not have a customs broker please call Airways Freight at 800-643-3525 for international shipping assistance.

4) To assist you in setting up your OUTGOING SHIPMENT, Rosemont Exposition Services, Inc. will have a drayage desk located at the Exhibitor's Service Center, where labels, shipping instruction forms and shipping information will be available.

5) At the close of the show, where carriers fail to pick up or refuse to accept shipments, the drayage contractor reserves the right to re-route such shipment where no disposition is provided. Material may be hauled to a warehouse pending notice from the exhibitor. They will be charged accordingly for this service. No liability will be assumed as a result of such re-routing or handling.

6) Freight handling charges are the responsibility of the exhibitor to whom shipments have been consigned. Also, charges for loading out freight shipments are the responsibility of the exhibitor from whose booth shipments are made. Exhibitors may not assign this responsibility to suppliers or customers.

7) No material may be loaded or removed from the Exhibit Hall until **4:00pm on January 15, 2023**. Any freight left in the Exhibit Hall **after 8:00pm on January 15, 2023** will be re-routed in accordance with the conditions in item # 5 of these Shipping Instructions.

8) LIMITS OF LIABILITY

A) Rosemont Exposition Services, Inc. will not be responsible for the condition, count or content of exhibit displays and materials once they have been placed in the booth, and before they are picked up for removal after the close of the show. All materials should be properly insured by the exhibitor against fire, theft, and damage while in transit, to and from the booth, and for the duration of the show.

B) Rosemont Exposition Services, Inc. will not be responsible for damage to uncrated and/or unskidded materials, materials improperly packed, nor for concealed damage.

C) Rosemont Exposition Services, Inc. will not be responsible for the loss or theft of materials after same have been delivered to the booth or before they are picked up for loading out of the booth subsequent to the show.

D) Rosemont Exposition Services, Inc. shall not be liable to any extent whatsoever for any actual, potential, or assumed loss of profits or revenues, or for any collateral cost, which may result from any loss or damage to exhibitor's materials which may make it impossible or impractical to exhibit same.

9) All exhibits and exhibit material of any type handled by Rosemont Exposition Services, Inc. is insured by Rosemont Exposition Services, Inc. at a value not to exceed twenty-five cents (\$.25) per pound and not to exceed a maximum of fifty dollars (\$50.00) per claim.

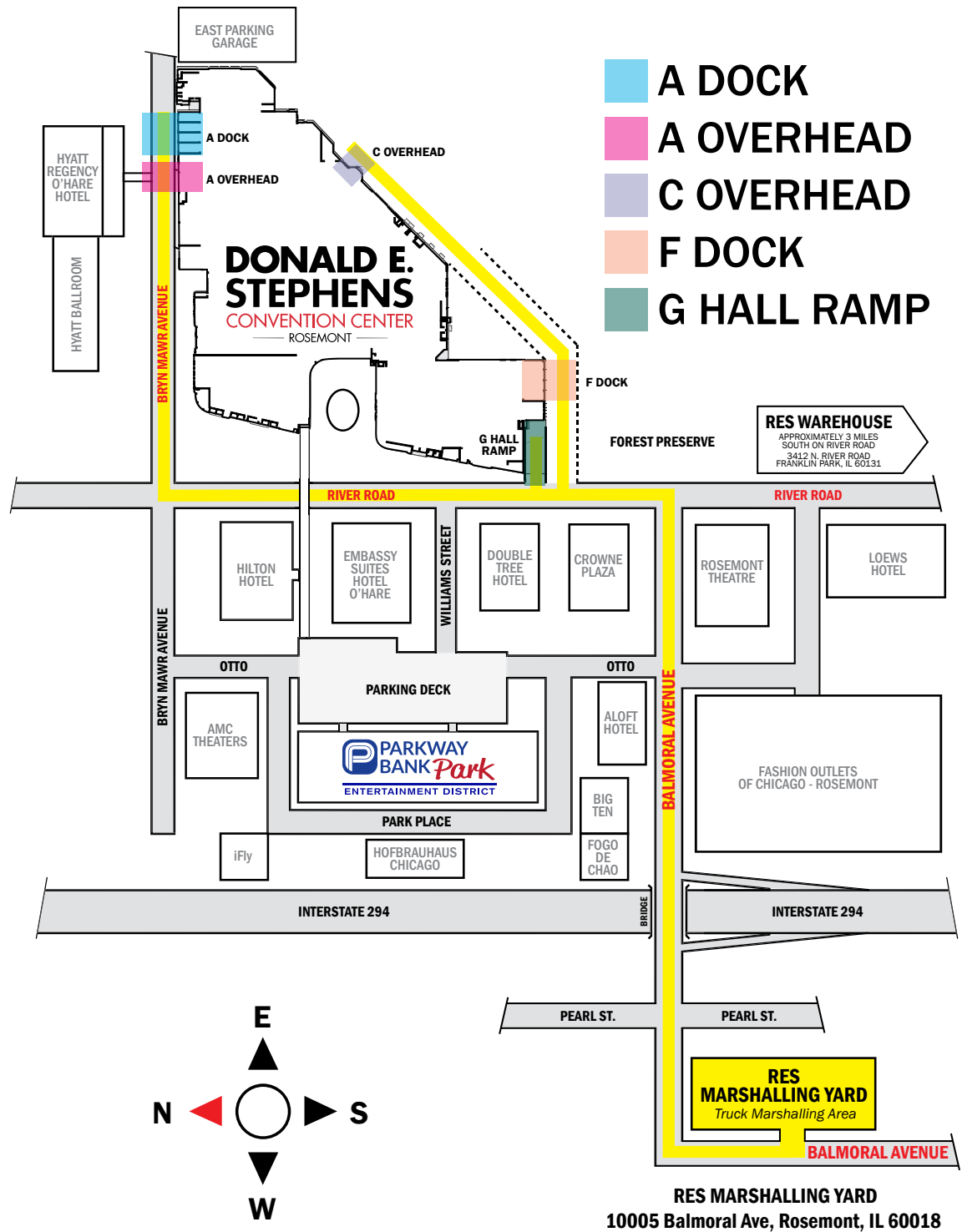
** To avoid disputes in drayage (freight weight) exhibitors should send freight certified.*

Freight Check-In Procedures



All vehicles delivering freight or picking up at the Donald E. Stephens Convention Center must check-in at the RES Marshalling Area. After checking in, the vehicle will be directed to the proper door or dock for unloading or loading.

Please make sure this map gets forwarded to the trucking company representative responsible for the shipping arrangements.



RES Freight Services offers a choice of carriers with competitive discounted pricing and a variety of services for all shipping needs.

RECOMMENDED LTL GROUND AND LOCAL CARRIER:



Guaranteed Precision® and Expedited Precision® from the Genuine Heavyweight Experts®.

Provides expedited and time-specific delivery service for your critical exhibit shipments.

1-800-531-3976 • www.yrc.com

- Distribution of all sizes and complexity
- Product lay-downs
- Light pick & ship
- Expedited or day-specific delivery

HOW SHIPPING IS DONE.

OPTIONAL LTL CARRIERS:



On-Site. On Time. Damage-Free.

800-654-7019

tradeshows@freight.abf.com

www.abfs.com



331-240-3070

expo@shipPGL.com

www.shipPGL.com



(708) 269-5451

michaelsaviano@tforcefreight.com

www.TForceFreight.com

RECOMMENDED AIR FREIGHT CARRIER INTERNATIONAL CUSTOMS BROKER:



800-643-3525 • 479-442-6301-Local

www.airwaysfreight.com

email us at UrgentInfo@airwaysfreight.com

Exhibiting companies are also welcome to ship show materials into and out of the Donald E. Stephens Convention Center and advance warehouse using any carrier of their choice.

AIRWAYS FREIGHT®

LAND • AIR • SEA

Delivering Performance

International Air, Ocean, Ground & Customs Clearance Services

Airways Freight Corporation is the official international forwarder for Rosemont Exposition Services (RES). It is our goal to simplify the international exhibit experience by providing seamless, one stop, international logistics services. We provide comprehensive customs clearance facilities, an array of transportation options, pre and post show storage options, and on-site assistance services for RES exhibitors.

Two of the keys to a successful exhibition are early logistical planning and the attention to detail. We therefore encourage you to take note of the key information contained in these instructions and start your successful planning now!

| | |
|-------------------|---|
| KEY DATES: | Show Dates: January 14-15, 2023 |
| | Delivery deadline to advance warehouse: January 12, 2023 |
| | Show Move In: January 13, 2023 |
| | Show Move Out: January 15, 2023 |

| | | |
|----------------------------|---|-------------------------------------|
| SHIPPING DEADLINES: | FCL SEA FREIGHT shipments must arrive port of Chicago no later than (or 10 days before target / required delivery date): | 7 days prior to target date |
| | LCL SEA FREIGHT shipments must arrive port of Chicago no later than: | 10 days prior to target date |
| | AIRFREIGHT shipments must arrive Chicago O'Hare Airport (ORD) no later than: | 4 days prior to target date |

**Ocean FCL and Shipments destined for advanced receiving should arrive 7 working days prior to latest advance receiving date.

**Ocean LCL Shipments should arrive no later than 10 working days prior to latest advance receiving date.

FINAL DESTINATION for SEA shipments: CHICAGO

FINAL DESTINATION for AIR shipments: CHICAGO (ORD)

- FCL ocean shipments should NOT be booked to the door, as we cannot maintain proper delivery control for door moves, which could result in off-target penalties or missed delivery dates.
- Shipments must be prepaid to the port/airport of arrival, including US Terminal Handling.
- Ocean shipments can be received (Breakbulk, FCL & LCL) at other USA seaports (Houston, San Francisco, Seattle or New York). Contact us for deadlines, instructions, and rates.
- Air shipments can be received in Chicago (ORD). Contact us for deadlines, instructions, and rates .
- All documents should be sent to Airways or their in country appointed agent (see list attached) at least 3 days prior to dispatch of shipment.

MARKING INSTRUCTIONS

All pieces or shipping crates must be clearly marked as shown below: Pieces on pallets, even if they are banded and shrink wrapped, should be individually labeled. All wood packing material entering the USA is now subject to ISPM standards, so all non-manufactured wood packing and dunnage material must be heat-treated or fumigated and marked with the IPPC stamp.

CUSTOMS CLEARANCE

Airways Freight Corporation will arrange for all customs clearance for both the import and export of your exhibition materials. All articles for give-away, sales, or consumption, will be cleared as dutiable entries. For goods that will be re-exported, we recommend the use of an ATA Carnet. If a Carnet cannot be obtained, temporary entries can be made. Please, however, insure that your invoices clearly distinguish between items that will be consumed and items that will be re-exported. All commercial invoices should be sent to us prior to shipment for our review at: res@airwaysfreight.com

IMPORTANT US CUSTOMS RULES AFFECTING SEA FREIGHT SHIPMENTS:

10+2 Importer Security Filings are now mandatory for any ocean shipments entering the United States through any US Seaport. This rule is now in effect and being strictly enforced by US Customs and Border Protection (CBP). Failure to comply 10+2 ISF rules could result in your shipment being delayed and subject to heavy penalties for late and/or inaccurate data filing. For guidance with proper compliance and/or assistance with your ISF filing, please contact Airways at: res@airwaysfreight.com

Further information is also available at CBP web link: http://www.cbp.gov/xp/cgov/trade/cargo_security/carriers/security_filing/

DOCUMENTARY REQUIREMENTS

- 1 ORIGINAL AND 5 COPIES OF COMMERCIAL INVOICE & PACKING LIST
- 1 ORIGINAL AIRWAY BILL OR 1 SEAWAY BILL OF LADING (EXPRESS RELEASE OCEAN BILL OF LADING)
- ISF FILING INFORMATION 4 DAYS BEFORE SAILING FROM FOREIGN PORT

- **Separate commercial invoices should be provided for temporary and consumable entries** (consumables include give-away items). Invoices should detail the contents of each carton in English and should state per unit as well as total value and should contain full descriptive detail of each commodity shipped along with any corresponding model and serial numbers for equipment or hardware.
- **Pre-sold goods** must be clearly identified as such, so that appropriate importer information and customs data can be gathered prior to entry. Please notify us prior to shipment if your equipment has already been sold.
- **All shipments must be pre-alerted to Airways Freight Corporation**, 2 days prior to arrival for air freight, and 7 days prior to arrival for sea freight shipments. Pre-alerts should include carrier name and bill nos., arrival flight/vessel details, as well as copies of all shipping documents. See note below regarding heavy equipment or out of gauge cargo.
- **Commodities requiring additional documentation, permits, and other governmental agency approval:**
 - Food stuffs & beverages
 - Medical devices and instruments
 - Self powered vehicles/combustion engines
 - Perishables
 - Textiles and garments
 - Pharmaceuticals
 - Military and defense articles
 - Dangerous goods (including lithium powered devices)
 - Items emitting radiation (including monitors, lasers, etc)
 - Wood products

If your shipments contain any of these items, please contact us to confirm admissibility requirements prior to dispatch of your shipment.

GETTING TO THE SHOW

Airways Freight Corporation is pleased to offer complete forwarding services for international exhibitors. If you are in need of total transportation services from your door, you may contact us at the contact information below and we will introduce you to a selected partner in your country.

INSURANCE

It is up to the exhibitor to confirm that they have insurance in place with their own provider, and that their policy will extend coverage of their stand and equipment during transit to and from the show, as well as while it is on the stand. If your policy provider cannot extend adequate coverage, please contact Airways about obtaining proper coverage of your goods. NOTE- Standard carrier's liability will end at the dock of the convention center, so shipments will be subject to the limits of liability stated in the RES instructions once they arrive at the dock of show site or advance receiving warehouse.

PAYMENT REQUIREMENTS

A valid credit card account number prior to delivery of your goods to the show must secure charges for all transportation, clearance, and delivery. Airways accepts VISA, MASTERCARD, and AMERICAN EXPRESS.

If you choose to use your own forwarder, it is imperative that they follow our instructions closely, and email a pre-advise to the address/number listed below. If you have any questions regarding any of this information, please feel free to call or fax the International Tradeshow staff at Airways Freight Corporation at:

| | |
|-----------------------------------|--|
| EMAIL: | res@airwaysfreight.com |
| USA & CANADA: | 800-643-3525 (Toll Free) |
| INTERNATIONAL PHONE: | 479/442-6301 |
| INTERNATIONAL FAX: | 479/442-6080 |
| LINK TO DOCUMENTS & INSTRUCTIONS: | www.airwaysfreight.com/res.pdf |

ADVANCE WAREHOUSE SHIPPING

TRADE SHOW SHIPMENT - PLEASE EXPEDITE

To: _____
exhibitor name

Booth#: _____

CHICAGO TRAVEL & ADVENTURE SHOW
C/O ROSEMONT EXPOSITION SERVICES, INC.
3412 N. RIVER ROAD
FRANKLIN PARK, IL 60131

DELIVER NO LATER THAN JANUARY 12, 2023

ADVANCE WAREHOUSE SHIPPING

TRADE SHOW SHIPMENT - PLEASE EXPEDITE

To: _____
exhibitor name

Booth#: _____

CHICAGO TRAVEL & ADVENTURE SHOW
C/O ROSEMONT EXPOSITION SERVICES, INC.
3412 N. RIVER ROAD
FRANKLIN PARK, IL 60131

DELIVER NO LATER THAN JANUARY 12, 2023

DIRECT SHIPMENT TO THE CONVENTION CENTER

TRADE SHOW SHIPMENT - PLEASE EXPEDITE

To: _____
exhibitor name

Booth#: _____

CHICAGO TRAVEL & ADVENTURE SHOW
C/O ROSEMONT EXPOSITION SERVICES, INC.
DONALD E. STEPHENS CONVENTION CENTER
9300 WILLIAMS STREET
ROSEMONT, IL 60018

DELIVER ON JANUARY 13, 2023 ONLY

DIRECT SHIPMENT TO THE CONVENTION CENTER

TRADE SHOW SHIPMENT - PLEASE EXPEDITE

To: _____
exhibitor name

Booth#: _____

CHICAGO TRAVEL & ADVENTURE SHOW
C/O ROSEMONT EXPOSITION SERVICES, INC.
DONALD E. STEPHENS CONVENTION CENTER
9300 WILLIAMS STREET
ROSEMONT, IL 60018

DELIVER ON JANUARY 13, 2023 ONLY

HANGING SIGN ADVANCE SHIPPING

TRADE SHOW SHIPMENT - PLEASE EXPEDITE

To: _____
exhibitor name

Booth#: _____

**CHICAGO TRAVEL & ADVENTURE SHOW
C/O ROSEMONT EXPOSITION SERVICES, INC.
3412 N. RIVER ROAD
FRANKLIN PARK, IL 60131**

DELIVER NO LATER THAN JANUARY 6, 2023

HANGING SIGN ADVANCE SHIPPING

TRADE SHOW SHIPMENT - PLEASE EXPEDITE

To: _____
exhibitor name

Booth#: _____

**CHICAGO TRAVEL & ADVENTURE SHOW
C/O ROSEMONT EXPOSITION SERVICES, INC.
3412 N. RIVER ROAD
FRANKLIN PARK, IL 60131**

DELIVER NO LATER THAN JANUARY 6, 2023