



EXPO
EVENT SERVICES

Exhibitor Services Manual

New York Travel & Adventure Show
January 25 - 26, 2025
Jacob K. Javits Convention Center
New York, NY

New York Travel & Adventure Show

Jacob K. Javits Convention Center

January 25 - 26, 2025



Deadline Date January 16, 2025

Welcome to Online Ordering



We are pleased that Expo Event Services has been selected as the official contractor.

New for 2025 - Expo Event Services Online Ordering Portal powered by Boomer Commerce is live.

[Click here to place your show orders.](#)

This area will provide you with the place to order all your booth furnishings, flooring, labor, sign hanging, and material handling needs for your upcoming show. If you need help shipping your materials, please contact TS Shipper at info@tshipper.com or submit a request for a quote via the [QUICK QUOTE FORM — TSShipper](#). If you need any help ordering your services, please do not hesitate to contact us. We want to make sure you have exactly what you need for a successful event!

If you have questions about the ordering process, please email us your show requirements and the EES Exhibitor Service Center will send you a quote for all your furniture and rental needs.

Upon approval of the quote, you will receive an official invoice from Expo Event Services to make your pre-event show payment via our online processing company.

Thank you.

Expo Event Services Show Team

orders@expoeventservices.com

Existing Users

If you have previously placed orders with us, enter your login name (your e-mail address previously provided) and your password in the box on the right. If you have forgotten your password, press "Forgot Password" in the box to receive a new temporary password.

New Users

Contact us for a username and password so you can begin ordering your exhibit booth needs.

TABLE OF CONTENTS



Deadline Date January 16, 2025

New York Travel & Adventure Show

Jacob K. Javits Convention Center

January 25 - 26, 2025

GENERAL INFORMATION

ONLINE ORDERING INFORMATION PAGE	1
TABLE OF CONTENTS	2
SHOW INFORMATION	3 - 4
FAQ'S	5 - 7
EXHIBITOR APPOINTED CONTRACTORS	8
CERTIFICATE OF LIABILITY INSURANCE	9
INDEPENDENT CONTRACTOR NOTIFICATION	10
LIMITS OF LIABILITY & RESPONSIBILITY	11
FIRE DEPARTMENT REGULATIONS	12
SAFETY GUIDELINES	13
POV/ASSISTED CART LOAD FORM	14
VEHICLE SPOTTING FORM	15

PAYMENT INFORMATION

PAYMENT POLICY	16
PAYMENT AUTHORIZATION FORM	17
THIRD PARTY BILLING	18

MATERIAL HANDLING & SHIPPING

SHIPPING INFORMATION	19
SHIPPING GUIDELINES	20
MATERIAL HANDLING ORDER FORM	21
KEY INFORMATION FORM	22
SHIPPING LABELS	23 - 24
TS SHIPPER CARAVAN FORM	25
TS SHIPPER (OFFICIAL SHOW CARRIER)	26 - 30

LABOR & GRAPHICS

TURNKEY PACKAGES	31 - 37
SIGNAGE & GRAPHIC ORDER FORM	38
GRAPHIC FILE SUBMISSION GUIDELINES	39
HANGING SIGNS/BANNER INFORMATION	40
HANGING SIGNS/BANNER ORDER FORM	41
DISPLAY LABOR ORDER FORM	42
DISPLAY LABOR INFORMATION	43

FURNITURE & FLOORING

CARPET ORDER FORM	44
FURNITURE ORDER FORM	45 - 46
SPECIAL EVENT & TRADESHOW FURNITURE	47 - 78
SPECIAL EVENT FURNITURE ORDER FORM	79 - 84

THIRD PARTY FORMS

CULTIVATED EXHIBITOR MENU	85 - 114
CULTIVATED SAMPLING AUTHORIZATION	115 - 120
METRO MULTIMEDIA AV ORDER FORM	121 - 123
BOOTH ORDER CLEANING FORM	124 - 125
FLORAL OFFERINGS ORDER FORM	126 - 144
JAVITS JAKE ORDERING INSTRUCTIONS	145 - 146
JAVITS ONLINE SERVICES ORDERING (electrical, wifi, etc.)	

CLICK LINK BELOW

<https://jake.javitscenter.com/register>



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Welcome to New York and the **New York Travel & Adventure Show.**

We are pleased that Expo Event Services has been selected as your Official General Contractor. Our goal is to help make sure your show participation is a success!

As the official service contractor for this exposition, we are enclosing various equipment rental and service order forms for your information and use.

Please review our payment policy carefully. As a reminder, Expo Event Services requires payment in full at the time you place your order, along with a credit card charge authorization. This may be used to cover items such as labor and freight handling, not included with your initial payment.

Take advantage of our substantial price discounts! Just return your order with payment by the discount price deadline(s) on the order forms and use the lower price.

Official General Contractor

Expo Event Services
1700 York Avenue Suite 2T
New York, NY 10128

Phone: (201) 300 - 2782
Fax: (917) 591 - 8316
Email: orders@expoeventservices.com

Standard Booth Information

Booth Size: 10' x 10'	1 - 6'x 30" Table w/Black Skirt and 2 Padded Chairs
Backwall Drape: 8' High Black Backwall Drape	1 - Wastebasket
Sidewall Drape: 3' High Black Siderail Drape	1 - 44" x 7" One Line ID Sign
1 - 10' x 10' Booth Carpet	

Show Schedule Move In/Move Out		
Decorator Move-In:	Thursday 01/23/2025	8:00am - 5:00pm
Exhibitor Move-In:	Friday 01/24/2025	9:00am - 5:00pm
Event Open:	Saturday 01/25/2025	9:30am - 5:00pm/ Travel Advisors 10:00am - 5:00pm/ Public
Event Open:	Sunday 01/26/2025	11:00am - 4:00pm
Exhibitor Move-Out:	Sunday 01/26/2025	Close of Show – 8:00pm.
Clear Floor:	Sunday 01/26/2025	by 11:59pm

*Should the event venue or the event move in and/or move out schedule change, Expo Event Services reserves the right to adjust pricing according to any cost increases associated with the respective change.

Expo Event Service will begin returning empty shipping containers at **4:00pm on January 26, 2025**; this process should take approximately **two (2) HOURS**.

Please keep this in mind when scheduling labor and freight pick-up.

All carriers must check-in for pick-up no later than 6:00pm on Sunday, January 26, 2025

Deadline Date January 16, 2025

New York Travel & Adventure Show

Jacob K. Javits Convention Center

January 25 - 26, 2025

Shipping Addresses

*Advance Receiving
/Shipments*

New York Travel & Adventure Show

Advance Shipments are through TS Shipper, The Official Show Carrier ONLY.

See Pages 25 - 30 for ordering and shipping details. Direct Contact: dtullo@tsshipper.com

Direct Shipments

to Show Site

New York Travel & Adventure Show

Shipments Should Arrive on:

c/o Expo Event Services

Jacob K. Javits Convention Center

369 12th Avenue

New York, NY 10001

JANUARY 23, 2025 (1PM - 5PM)

JANUARY 24, 2025 (8AM - 4PM)

State Tax 8.875% (Tax Rates Subject To Change)

Service Center

Expo Event Services is here to take care of your on-site needs. All contractors and production personnel will be available, along with any services you might desire such as Furniture and Freight Handling. Please contact us at (201) 300-2782

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

TEAMSTER UNION

The Teamsters Union has jurisdiction for the operation of all material handling equipment, all unloading and reloading, and the handling of empty containers. Exhibitors may unload their own vehicles provided they do not use any material handling equipment (forklifts, flatbeds, dollies, pallet jacks, etc.).

CARPENTER UNION

Carpenters handle the erection and dismantling of display and exhibit booths. This includes all display work as well as uncrating and re-crating machinery and equipment. Carpenters install and dismantle drapery, table skirting and floor coverings.

ELECTRICAL UNION

Electricians handle all electrical work, which includes supplying power lines to your booth, connecting equipment to outlets and installing signs or banners that are lighted, unless they are permanently a part of the exhibit back wall.

FREIGHT HANDLING

Expo Event Services has the responsibility of receiving and handling all exhibit materials and empty crates. It is our responsibility to manage docks and schedule vehicles for smooth and efficient move-in and move-out of the exposition. EES will not be responsible for any material we do not handle.

WORK BREAKS & GRATUITIES

Solicitation of tips or gratuities in any form is prohibited. Please do not tip any EES employee, as all are paid at an appropriate wage scale. Paid breaks of fifteen minutes at the mid-point of each four hour block of work and a one hour meal break at the end of each four hour work period must be given to each employee. Please attempt to work your people to conform to these mandatory break periods.

IN GENERAL

Any questions arising with regard to union jurisdictions or practices should be directed to the EES manager on the floor. Craftsmen at all levels have been instructed to refrain from expressing any grievances or directly challenging the practices of any exhibitor.

EXHIBITOR FAQ'S



1 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.

2 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.

3 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.

4 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.

5

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 hiring an Exhibitor Appointed Contractor (EAC) you MUST complete the Exhibitor Kit documents and submit with certificate of insurance. NO EXCEPTIONS.
- 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.
- Island/Pavilion booths. Exhibitor Move In, Friday 9am-5pm. Should you require Thursday Move In, approval is required from your Sales Representative in coordination with the General Service Contractor.
- 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.

6

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.
- 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.

7

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.

8

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.*
- Convention Centers are governed by union labor. Therefore, show management is unable to control dock access during move in and move out. Mandatory labor guidelines apply.

9

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.

10

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.

11

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

12

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.

13

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.

14

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

15

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

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



OFFICIAL CONTRACTORS & EXHIBITOR APPOINTED CONTRACTORS



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MUST READ

Show Management, acting on behalf of all exhibitors and in the best interest of the exposition, has appointed an Official Service Contractor to perform and provide necessary services and equipment.

The Official Service Contractor is appointed to:

- a. Insure the orderly and efficient installation and removal of the overall exposition.
- b. Assure the distribution of labor to all Exhibitors according to need.
- c. Provide sufficient labor to satisfy the requirements of Exhibitors, and the exposition itself.
- d. See that the proper type and limits of insurance are in force.
- e. Avoid any conflict with local union and/or exhibit hall regulations and requirements.

The Official Service Contractor will provide all usual trade show services, including labor. Exceptions are:

- f. Supervision may be provided by the Exhibitor.
- g. The Exhibitor may appoint an outside independent contractor for installation and dismantle only of the Exhibitor's display.

Exhibitors may employ the service of independent contractors to supervise the installation and dismantlement of their displays, providing the Exhibitor and the installation and dismantling contractor comply with the following requirements:

1. The Exhibitor, in writing, must notify Expo Event Services of their intention to utilize an independent contractor no later than 25 days prior to the first move-in day, furnishing the name, address and telephone number of the firm. Letters as such from independent contractors are neither valid nor acceptable.
2. Only the Exhibitor-named independent contractor's employees will be authorized on the show floor. Employees of third parties named or subcontracted by the Exhibitor-named independent contractor will not be authorized admittance on the show floor unless those employees are named and badged as specified in the following article.
3. The independent contractor must furnish Expo Event Services with the names of all on-site employees who will be working on the exposition floor prior to the first move-in day. They must have and wear at all times identification badges supplied by the independent contractor containing the independent contractor name, employee name and Exhibitor Company name. In addition to an exhibitor work pass supplied by Show Management.
4. The independent contractor must have all business licenses, permits and Workman's Compensation insurance required by the State and City governments and the Venue prior to commencing work, and shall provide Show Management and Expo Event Services with evidence of compliance.
5. **The independent contractor must carry a minimum of \$1,000,000 in Public Liability Insurance and shall provide Show Management and Expo Event Services with a certificate of insurance showing the coverages and amounts, and naming the sponsor, Expo Event Services and the Venue as co-insured.**
6. The independent contractor must follow the scheduled work times or pay any additional cost incurred because of extended work hours.
7. The independent contractor may not solicit business on the exhibit floor.
8. The independent contractor must confine their operations to the exhibit area of their clients. No service desks, storage areas or other work facilities will be located anywhere else in the building. The show aisles and public spaces are not part of the Exhibitor's booth space.
9. The independent contractor must comply with all labor agreements and practices and must commit or allow to be committed by persons in their employment any acts that could lead to work stoppages, strikes or labor problems.
10. The exposition floor, aisles, loading docks, service and storage areas will be under control of Expo Event Services.
11. For services such as electrical, plumbing, telephone, floral, booth cleaning and drayage, no contractor or support other than the Official Service Contractor/Supplier will be approved. This regulation is necessary because of licensing, insurance, and work done on equipment and facilities owned by parties other than the Exhibitors. Exhibitors shall provide only the material and equipment they own and is to be used in their exhibit space.

ACORD CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YY)
00/00/00

PRODUCER (000) 000-0000 FAX (000) 000-0000

Name of Insurance Agency
Street Address
City, State Zip

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURED

Exhibitor Appointed Contractor
Street Address
City, State Zip

INSURERS AFFORDING COVERAGE	
INSURER A:	Insurance Company A
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS	
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	ABC 12345		2025	EACH OCCURRENCE	\$ 1,000,000
					FIRE DAMAGE (Any one fire)	\$ 50,000
					MED EXP (Any one person)	\$ 5,000
					PERSONAL & ADV INJURY	\$ 1,000,000
					GENERAL AGGREGATE	\$ 2,000,000
					PRODUCTS-COMP/OP AGG	\$ 2,000,000
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS	ABC 12345		2025	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
					BODILY INJURY (Per person)	\$
					BODILY INJURY (Per accident)	\$
					PROPERTY DAMAGE (Per accident)	\$
	GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY-EA ACCIDENT	\$
					OTHER THAN EA ACC	\$
					AUTO ONLY: AGG	\$
	EXCESS LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE DEDUCTIBLE RETENTION \$				EACH OCCURRENCE	\$
					AGGREGATE	\$
						\$
						\$
						\$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	ABC 12345		2025	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTH-ER	
					E.L. EACH ACCIDENT	\$ 1,000,000
					E.L. DISEASE-EA EMPLOYEE	\$ 1,000,000
					E.L. DISEASE-POLICY LIMIT	\$ 1,000,000
	OTHER					

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS

General Liability policy includes the interest of: <Exhibitor Name>, <Show Name>, <Show dates (including move-in and move-out)>, Expo Event Services, <Show Organizer Name>, <Venue>, and/or their respective agents as additional insureds.

CERTIFICATE HOLDER ADDITIONAL INSURED; INSURER LETTER ____ CANCELLATION

Expo Event Services 1700 York Ave Suite 2T New York, NY 10128	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL ENDEAVOR TO MAIL <u>30</u> DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE COMPANY, ITS AGENTS OR REPRESENTATIVES.
	AUTHORIZED REPRESENTATIVE Name (First & Last)

INDEPENDENT DISPLAY HOUSE/CONTRACTOR NOTIFICATION



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RETURN TO: Expo Event Services • 1700 York Ave Suite 2T • New York, NY 10128 • Phone (201) 300 - 2782 • Fax (917) 591 - 8316 • Email: orders@expoeventservices.com

COMPANY	EMAIL ADDRESS	BOOTH NUMBER
AUTHORIZED CONTACT SIGNATURE X	AUTHORIZED CONTACT - PLEASE PRINT	DATE

Please complete and return this form by the Deadline above only if you are planning to use any company other than Expo Event Services for the installation or dismantling of your exhibit.

INDEPENDENT DISPLAY HOUSE CONTRACTORS

Yes, we will be using an independent display house/contractor to install and/or dismantle our display at the **VENUE AND STATE HERE** and have completed the following questions.

Exhibiting Company Name: _____ Booth Number: _____

Exhibiting Contact Person: _____ Phone Number: _____

Contractor Company to be utilized: _____

Address: _____

Contractor Contact Name: _____ Contractor Phone Number: _____

INDICATE WHAT SERVICES ARE TO BE CHARGED TO THIRD PARTY

*Look at each individual order form to confirm what company is providing services ordered on that specific form. The third part billing information above and below is for use by Expo Event Services only, therefore if a service that you have ordered is being provided by someone other than Expo Event Services, you need NOT indicate that particular service below:

- EXHIBIT FURNITURE RENTAL
- DRAYAGE SERVICES
- DISPLAY LABOR
- MISC. - PLEASE LIST: _____

NOTE: Some order forms for furnishings and/or services listed above may be enclosed if a specific service or item is not offered for this Event. If you have any questions, please contact Expo Event Services.

*Exhibiting company clearly understands that exhibiting company is ultimately responsible for payment of any and all services invoiced to third party which remain unpaid at close of show.

I have notified our independent display house/contractor of the rules and regulations requiring them to submit a Certificate of Insurance to Expo Event Services by the above deadline date.

Authorized Contact Signature Date Authorized Contact (Print)

All orders are subject to the terms and conditions as outlined on the payment form.

LIMITS OF LIABILITY & RESPONSIBILITY

The placing of an order for services and/or equipment by an exhibitor or any agent of the exhibitor shall be construed as an offer subject to acceptance and approval of Expo Event Services in its sole discretion. Upon participation of any Expo Event Services' show or event, the Exhibitor and its agents shall be bound by the terms and conditions set forth in Sections 1 through 14 below. Likewise, once Expo Event Services has accepted and approved the Exhibitor's offer, any shipper consigning or delivering a shipment to Expo Event Services or its subcontractors on behalf of Exhibitor shall be bound by the terms and conditions set forth in Sections 1 through 14 below.

1. Expo Event Services and its subcontractors shall not be liable for damage, loss, or delay to uncrated freight, freight improperly packed, glass breakage or concealed damage as determined by Expo Event Services.
2. Relative to inbound shipments, there may be a lapse of time between the delivery of shipment(s) to the booth by Expo Event Services or its subcontractors and the arrival of the Exhibitor's representative at the booth. Similarly, relative to outgoing shipment(s), it is possible that there will be a lapse of time between the completion of packing and the actual pickup of materials from the booth for loading onto a carrier. It is understood that during such times the shipment(s) will be left in the booth unattended. Therefore, it is agreed that Expo Event Services and its subcontractors shall not be liable for the loss of, disappearance of, or damage of any items left in the booth unattended at any time. Consequently, all bills of lading covering outgoing shipment(s) submitted to Expo Event Services or its subcontractors by the Exhibitor will be checked at the time of pickup from the booth and corrected where discrepancies exist.
3. Expo Event Services and its subcontractors shall not be liable for any damage incurred during the handling of materials or equipment requiring special devices to properly load, place, or reload unless 14 days advance notice has been given to Expo Event Services in time to obtain the proper equipment.
4. Expo Event Services and its subcontractors shall not be responsible for any loss, delay, or damage due to events beyond their reasonable control which cannot be avoided by the exercise of due care and prudence, including without limitation, strikes, labor disputes, lockouts or work stoppages of any kind, fire, theft, windstorm, water, vandalism, acts of God, failure of power or utilities, and other events of force majeure.
5. Expo Event Services and its subcontractors shall not be liable for ordinary wear and tear in handling of materials and/or equipment.
6. Expo Event Services and its subcontractors are not insurers; i.e., Expo Event Services does not insure the Exhibitor's property against loss or damage, nor does it provide for full replacement value should loss or damage occur. Insurance, if any, shall be obtained by the Exhibitor. Amounts payable by Expo Event Services under this paragraph are based on the scope of the liability as herein set forth and are unrelated to the value of the Exhibitor's property. Provisions of this paragraph shall apply if Exhibitor's property is lost or damaged through performance or nonperformance of services by Expo Event Services, or from the negligence of Expo Event Services, its subcontractors or their respective employees. If such loss or damage occurs, the liability of Expo Event Services and its subcontractors shall be limited to a sum equal to \$.30 per pound per article, with a maximum liability of \$50.00 per item or \$1,000.00 per shipment, whichever is less. This amount shall be considered Exhibitor's agreed-upon damages and exclusive remedy.
7. Expo Event Services and its subcontractors shall not be liable to any extent whatsoever for any indirect, special, incidental, or consequential damages, which may include, but are not limited to any actual, potential or assumed loss of profits or revenues, loss of use of equipment or products, or any collateral costs that may result from any loss or damage to Exhibitor's materials or any injury to Exhibitor's personnel which may make it impossible or impractical for Exhibitor to exhibit its materials.
8. Expo Event Services will not be bound to honor any claim or action brought against Expo Event Services or its subcontractors more than 60 days after the date of incident.
9. The Exhibitor agrees, in connection with the receipt, handling, temporary storage and reloading of its freight, that Expo Event Services and its subcontractors will provide these services as Exhibitor's agent and not as bailee or shipper. If any employee of Expo Event Services or its subcontractors sign a delivery receipt, bill of lading or other document, the parties agree that Expo Event Services or its subcontractor will do so as the Exhibitor's agent, and the Exhibitor accepts the responsibility thereof.
10. Expo Event Services and its subcontractors shall not be liable for shipments received without receipts, freight bills or specified unit counts on receipts or freight bills. Such shipments will be delivered to booth without guarantee of piece count or condition.
11. Empty container labels will be available at the Expo Event Services' Service Desk. Affixing the labels is the sole responsibility of the Exhibitor or its representative. It is understood that these labels are used for EMPTY STORAGE ONLY, and Expo Event Services and its subcontractors assume no responsibility or liability for loss or damage to contents while containers are in storage or for mislabeled containers.
12. In order to expedite removal of freight from the show site, Expo Event Services shall have the authority to change designated carriers, if assigned carriers do not pick up on time. Where no disposition is made by the Exhibitor, freight will be taken to a warehouse and forced shipped on a carrier determined by Expo Event Services and the Exhibitor agrees to be responsible for payment of charges relating to such handling and shipping. Expo Event Services assumes no liability as a result of rerouting or handling.
13. Dry and Cold Storage – Exhibitor stores products at its own risk. Expo Event Services assumes no liability or responsibility for dry or cold storage.
14. The Exhibitor agrees, in the event of a dispute with Expo Event Services or its subcontractors related to any loss or damage to any of the Exhibitor's freight or equipment, that the Exhibitor will not withhold payment in any amount due to Expo Event Services for freight handling services or any other services provided by Expo Event Services or its subcontractors as an offset against the amount of the alleged loss or damage. Instead, the Exhibitor agrees to pay Expo Event Services prior to the close of the show for all such charges and further agrees that any claim the Exhibitor may have against Expo Event Services or its subcontractors shall be pursued independently by the Exhibitor as a completely separate transaction to be resolved on its own merits.

Be sure your freight is insured from the time it leaves your place of business until it is returned after the show. It is suggested that Exhibitors arrange all risk coverage. This can usually be done by riders to existing policies. Contact your insurance representative. Also, be sure your liability insurance is in effect during transit and return of your freight, during storage and at show site. All transit claims will be referred to the common carrier.

FIRE DEPARTMENT REGULATIONS



Deadline Date January 16, 2025

New York Travel & Adventure Show

Jacob K. Javits Convention Center

January 25 - 26, 2025

INHERENTLY FIRE RETARDANT OR FLAME RETARDANT TREATMENT

1. All decorations, drapes, signs, banners, plastic displays, hay, straw, moss, split bamboo and other similar materials **MUST BE FLAME RETARDANT** to the satisfaction of the Fire Department and the State Fire Marshal.
2. Table covering must be flame retardant treated unless they lay flat, with an overhang no greater than 6".
3. Oilcloth, tar paper, sisal paper, nylon, orlon and certain other plastic materials cannot be made flame retardant and their use is prohibited,
4. A Certificate of Flame Resistance shall be available for review by the Fire Marshal or on file with the Fire Marshal for all decorative materials.

VEHICLES/INTERNAL COMBUSTION ENGINES ON DISPLAY

Any autos, trucks, motorcycles or other motorized vehicles displayed shall have their batteries disconnected and terminals taped. All motor vehicle tanks containing fuel or which have ever contained fuel, shall be furnished with locking-type gas caps or sealed with tape. The level of gas in tanks cannot exceed five gallons or one quarter tank, whichever is less. Garden tractors, chain saws, power plants and other gasoline powered equipment shall be safeguarded in a similar manner. All autos, trucks and vehicles of any kind must show the location on the Fire Department approved floor plan 14 days prior to the show date.

COMBUSTIBLES

Literature on display shall be limited to reasonable quantities. Reserve supplies shall be kept in closed containers and stored in a neat and compact manner. No cardboard boxes or any combustible materials may be stored on top of or near any electrical wiring in the spaces behind the backwall drapery (booth) or behind the display.

OBSTRUCTIONS

Aisles designated on approved show floor plans shall be kept clean, clear and free of obstructions. Booth constructions shall be substantial and fixed into position in specified areas for the duration of the show. Chairs, easels, signs and demonstration areas shall not be placed beyond booth areas into aisles. All aisles must be maintained at a minimum of 10 feet in width or unless otherwise approved on the floor plan. All fire prevention and fire fighting equipment in all public assembly areas shall have easy and unobstructed accessibility.

ELECTRICAL EXTENSION CORDS & MULTI-PLUG ADAPTERS

Extension cords shall service one appliance only and shall be a three-wire approved type (with ground). The extension cord cannot exceed the capacity of the existing circuit breaker and cannot exceed fifteen (15) amps. Multi-plug adapters must be UL approved and have a current (electric) overload safety device. Cube adapters and other devices which increase outlets are not acceptable unless equipped with an internal circuit breaker. All spliced wires are illegal.

COMPRESSED CYLINDERS

Compressed cylinders must be attached to a stand that is upright or laid flat on the floor. Compressed flammable gases are prohibited inside a building. This includes acetylene, hydrogen, propane, butane and L.P.G.

COOKING AND/OR WARMING DEVICES

Cooking and/or warming devices shall be electric. Sternos may be used for warming trays. Cooking devices shall be approved by a recognized testing laboratory: e.g., UL, FM, etc. Cooking, warming devices and/or heated products shall be isolated from the public by either placing the device a minimum of four (4) feet back from the front of the booth or provide a plexiglass shield 18 inches high, ¼-inch thick across the front, and down both sides of the demonstrating area. Decorative candles are not permitted.

HELIUM BALLOONS

Helium balloons are not permitted inside some buildings. If you have any question regarding them, please contact the facility in which your event is located. If you need assistance in solving problems or have any questions, direct inquiries to the Fire Prevention Bureau servicing the area of your show location.

SAFETY FIRST

SAFETY IS VERY IMPORTANT FOR EVERYONE WORKING IN THE EXHIBIT HALL - ESPECIALLY YOU !

Expo Event Services is committed to safety throughout our company and in the work that we do. We request that you make safety a part of your activities during the show. If you see something unsafe or that presents a hazard, please bring it to the attention of a Expo Event Services' supervisor. By reporting unsafe or hazardous conditions, you will help make the show safer and more enjoyable for yourself and your fellow exhibitors.

Attached you will find a list of Loss Prevention Guidelines that we request you follow while at showsite. These Guidelines will enhance the overall safety of the show and help to prevent injuries to you, our employees and other exhibitors. Enjoy the show and do it safely.

THANK YOU FOR YOUR COOPERATION!

EXHIBITOR LOSS PREVENTION GUIDELINES AT SHOWSITE

- Smoking is prohibited except in designated areas. Please be sure all cigarettes are fully extinguished.
- Standing on chairs, tables and other furniture is **PROHIBITED**. The furniture is not designed to support your standing weight. Please use your ladder.
- Forklifts and carts are to be used by authorized personnel only. Please do not operate this equipment. Ask for help.
- Be aware of the forklifts moving throughout the aisles and docks. Please steer clear of them, especially when they are carrying a crate or load.
- Never run in the exhibit hall. Please walk. Watch your step in the aisles and around the loading docks.
- Electrical wires and cords can be hazardous if frayed or stretched over a walkway. Please check all cords for damage. Secure or remove any cords where you or others are going to be walking.
- Report any fires immediately or pull the nearest fire alarm. Please keep fire exits clear.
- If you spill something, or notice a spill, clean it up or report it immediately. Please do not walk away from a spill.
- Protect your valuables while on the show floor. Please keep all expensive or valuable items secured. Unattended items in booths are easy theft targets.
- Use good housekeeping. Dispose of waste properly and keep materials stacked securely. Please keep in mind the safety of your employees and those attending the show.
- Health & Safety is Our Top Priority <https://javitscenter.com/reopening-together>

POV/ASSISTED CART LOAD FORM



New York Travel & Adventure Show

Jacob K. Javits Convention Center

January 25 - 26, 2025

Deadline Date January 16, 2025

Important: To obtain discount prices, payment must be received in full by the published "order deadline date." All orders must be received no later than ten (10) working days prior to the show opening.

RETURN TO: Expo Event Services • 1700 York Ave Suite 2T • New York, NY 10128 • Phone (201) 300 - 2782 • Fax (917) 591 - 8316 • Email: orders@expoeventservices.com

COMPANY		EMAIL ADDRESS		BOOTH NUMBER	
ADDRESS	STREET	CITY	STATE	ZIP	COUNTRY
PHONE	FAX		PURCHASE ORDER NUMBER		
AUTHORIZED CONTACT SIGNATURE		AUTHORIZED CONTACT - PLEASE PRINT		DATE	

Payment Policy: All invoices must be settled at our service desk prior to loading/unloading. For your convenience, we accept MasterCard, American Express and Visa credit cards. Absolutely no credits will be issued after the closing date of the show.

SPECIAL CARTLOAD SERVICE (FOR SMALL PASSENGER VEHICLES ONLY) Maximum Materials Weight for this service: 250lbs.



To facilitate the move-in and move-out of those exhibitors with smaller exhibit material shipments. Expo Event Services is making available one material handler and one push cart for one trip from the designated unloading area to your exhibit space OR from your exhibit space back to the designated loading area, The charge for this service is **\$175.00 per trip**.

A cartload will be construed as 8 pieces or less and / or weighing 250 lbs. or less.

Materials must fit on the 3' x 4' push cart.

There is one cartload allowed per exhibiting company per booth for both the move-in and the move-out.

Freight that is too large or heavy will be moved by Expo Event Services at the published material handling rates. Vehicles over 3/4 ton (rental trucks, trailers or bobtails) will not be unloaded under the cartload service, Below are examples of qualifying vehicles.



The vehicle must be unloaded at the designated dock of the exhibit hall. Pushcarts will not enter parking lots or structures. There must be two people with the vehicle being unloaded. One person to go with the materials to the exhibit space and one person to remove the vehicle from the receiving dock to a parking location.

To expedite this cartload service, it is strongly recommended that you pre-order this service prior to arriving to the showsite. To receive this service at showsite, please go to the Expo Event Services service desk in the exhibit hall prior to moving the vehicle to the receiving dock. Preferential service will be given to all pre-orders.

VEHICLE SPOTTING FORM



Deadline Date January 16, 2025

New York Travel & Adventure Show

Jacob K. Javits Convention Center

January 25 - 26, 2025

Payment Policy: All invoices must be settled at our service desk prior to the closing of the show. For your convenience, we accept MasterCard, American Express and Visa credit cards. Absolutely no credits will be issued after the closing date of the show.

Important: To obtain discount prices, payment must be received in full by the published "order deadline date." All orders must be received no later than ten (10) working days prior to the show opening.

Exhibitors will be required to use Expo Event Services personnel for all vehicle spotting inside the exhibit hall.

Vehicle Spotting Rate:
\$450.00 Per Vehicle
(Price includes both in and out of exhibit hall)



Vehicle Type: _____ Qty: _____
Vehicle Length: _____
Vehicle Width: _____
Vehicle Height: _____
Move-In Date: _____ Time: _____

Vehicle Spotting Rules & Regulations

All vehicles coming into a convention center must have the following steps done before the Fire Marshall will inspect the facility:

1. No more than 1/8th tank of fuel is permitted per vehicle.
2. Cannot be refueled or emptied inside Javits Center.
3. Javits electrician will disconnect battery upon move in and reconnect battery at move out. Javits electrical will charge exhibitor 1/2 hr inbound, 1/2 outbound.
4. Fuel tank must be equipped with a locking gas cap.
5. Must be locked during non show hours.
6. Repairs or alterations may not be made inside the Javits Center.
7. Must have adequate floor covering beneath the vehicle.
8. Must be turned off when parked inside.

TOTAL \$ _____

Please enter this amount on the "Payment/Charge Authorization" Form

PAYMENT POLICY



Deadline Date January 16, 2025

New York Travel & Adventure Show

Jacob K. Javits Convention Center

January 25 - 26, 2025

Payment for Services

Expo Event Services requires payment in full at the time services are ordered. Further, Expo Event Services requires that you provide a credit card authorization with your initial order. For your convenience, we will use this authorization to charge your account for services, which may include labor and freight handling, not covered by your initial payment.

Discount Prices

To qualify for discount pricing, orders must be received with payment on or before the discount price deadline(s).

Method of Payment

Expo Event Services accepts MasterCard, AMEX and Visa. Business Checks are only accepted 2 weeks before the show, **no checks accepted at show site**. Purchase orders are not considered payment. All payments must be made in U.S. funds drawn on a U.S. Bank.*

Third Party Billing

Each exhibiting firm is ultimately responsible for all charges incurred on its behalf. Expo Event Services reserves the right to institute collection action against the exhibitor if the authorized third party does not pay. See Third Party Billing Request form.

Tax Exempt

If you are tax exempt in the state in which you will be exhibiting, you must provide a Sales Tax Exemption Certificate for that state. Please send the above information to the Expo Event Services office for this show. Expo Event Services must receive your certificate by the deadline date on the order forms; or tax will appear on your invoice.

Adjustments and Cancellations

Adjustments to your invoice will not be made after the close of the show. Some items, services and labor are subject to cancellation fees. Refer to each order form for details.

If you have any questions regarding our payment policy,
please call Expo Event Services at (201) 300 - 2782
or visit our Service Center at the show.

****Exhibitors will be charged a \$25.00 fee for returned NSF checks.***

PAYMENT & CREDIT CARD CHARGE AUTHORIZATION



New York Travel & Adventure Show

Deadline Date January 16, 2025

Jacob K. Javits Convention Center

January 25 - 26, 2025

RETURN TO: Expo Event Services • 1700 York Ave Suite 2T • New York, NY 10128 • Phone (201) 300 - 2782 • Fax (917) 591 - 8316 • Email: orders@expoeventservices.com

COMPANY		EMAIL ADDRESS			BOOTH NUMBER	
ADDRESS	STREET	CITY	STATE	ZIP	COUNTRY	
PHONE	FAX		PURCHASE ORDER NUMBER			
AUTHORIZED CONTACT SIGNATURE		AUTHORIZED CONTACT - PLEASE PRINT			DATE	

CREDIT CARD CHARGE AUTHORIZATION

PROVIDE EXPIRATION DATE

EXPIRATION DATE:	MASTERCARD	VISA*	American Express
Card Expiration Date & Security Code REQUIRED (3 Digit on reverse side of card)			
Account Number:			
CARDHOLDER'S BILLING ADDRESS - IF DIFFERENT FROM ABOVE		CITY	STATE
CARDHOLDER'S SIGNATURE		CARDHOLDER'S NAME - PRINT	

PLEASE SIGN

Advance charges may be paid by company check but credit card information is required for freight, additional services or rentals ordered at the show site which will be invoiced to your credit card. At the conclusion of the show a complete invoice will be prepared and sent to you reflecting all charges and payments. No credit will be given after close of event on items or services ordered but not received.

Our Credit Policy requires 100% Payment with order for service, tax and anticipated freight. This form with your credit card information for payment of advance and show site orders must be forwarded to the Expo Event Services in order for us to provide any equipment or services. No Purchase Order Numbers will be accepted in lieu of payment. Full payment of rental charges must accompany your order to qualify for the discounted rates. ALL orders received at the Service Desk will be charged at Standard Rates. A \$25.00 surcharge will be added to your account if any credit charges for services are denied or if any checks are returned. TERMS: Due upon receipt. Unpaid accounts after 14 days from invoice date will accrue a service charge of 0.0575% per day, annual interest rate 21%.

Exhibitors will be responsible for all fees connected with the collection of their accounts.

Services and Equipment Ordered

If someone other than the exhibiting company is to be invoiced for items/services on this form, YOU MUST complete the "Third Party Billing" Information Form

Furniture & Accessories Order Form	\$
Display Labor Service Order Form	\$
Specialty Furniture Order Form	\$
Shipping Information and Freight Service Order Form (Non Taxable)	\$
Cart Services	\$
Other Expo Event Services' Services (Specify)	\$

FULL PAYMENT in U.S. funds drawn on a U.S. Bank

\$

CANCELLATION: Cancellation after deadline will be charged at 50% of prevailing rate.

LATE REQUEST: Request after deadline will be filled as available at the standard rate.

THIRD PARTY BILLING REQUEST



New York Travel & Adventure Show

Deadline Date January 16, 2025

Jacob K. Javits Convention Center

January 25 - 26, 2025

RETURN TO: Expo Event Services • 1700 York Ave Suite 2T • New York, NY 10128 • Phone (201) 300 - 2782 • Fax (917) 591 - 8316 • Email: orders@expoeventservices.com

COMPANY	EMAIL ADDRESS	BOOTH NUMBER
AUTHORIZED CONTACT SIGNATURE	AUTHORIZED CONTACT - PLEASE PRINT	DATE

X

The exhibiting firm is primarily responsible for the payment of charges. In the event you have arranged for an exhibit house or other party to handle your display and be billed for services, we will agree to this third party billing if they supply the appropriate credit card information below. Advance payment in full must accompany your order including estimated labor and drayage charges. Additionally, both firms must sign the following statement: **WE UNDERSTAND AND AGREE THAT WE, THE EXHIBITING FIRM, ARE PRIMARILY RESPONSIBLE FOR PAYMENT OF CHARGES. IN THE EVENT THE NAMED THIRD PARTY FAILS TO PAY ALL CHARGES, SUCH CHARGES WILL BE PAID BY THE EXHIBITING FIRM ON DEMAND, INCLUDING ANY AND ALL FEES CONNECTED WITH THE COLLECTION OF THIS ACCOUNT.**

_____ (Exhibiting Firm) _____ (Display House/3rd Party)

By: _____ (Authorized Signatures)

Exhibiting Firm

EXHIBITING FIRM		
ADDRESS		
CITY	STATE	ZIP
PHONE	FAX	
AUTHORIZED SIGNATURE	TITLE	
AUTHORIZED NAME (PRINT)		

Third Party

EXHIBITING FIRM		
ADDRESS		
CITY	STATE	ZIP
PHONE	FAX	
AUTHORIZED SIGNATURE	TITLE	
AUTHORIZED NAME (PRINT)		

Credit Charge Authorization (Information Must Be Provided)

PROVIDE EXPIRATION DATE	EXPIRATION DATE <input style="width:100%;" type="text"/>	MASTERCARD VISA* American Express
	Corporate Personal	

Credit Charge Authorization (Information Must Be Provided)

PROVIDE EXPIRATION DATE	EXPIRATION DATE <input style="width:100%;" type="text"/>	MASTERCARD VISA* American Express
	Corporate Personal	

Card Expiration Date & Security Code **REQUIRED** (3 Digit on reverse side of card)

Account Number

Card Expiration Date & Security Code **REQUIRED** (3 Digit on reverse side of card)

Account Number

CARDHOLDERS NAME	PLEASE PRINT	
CARDHOLDERS BILLING ADDRESS	CITY	
STATE	ZIP	COUNTRY

CARDHOLDERS NAME	PLEASE PRINT	
CARDHOLDERS BILLING ADDRESS	CITY	
STATE	ZIP	COUNTRY

All Services I & D Labor Signs	Rental Furniture Material Handling In & Out Signs
Other (Please Specify) _____	

All Services I & D Labor Signs	Rental Furniture Material Handling In & Out Signs
Other (Please Specify) _____	

PLEASE SIGN **X** CARDHOLDER'S SIGNATURE

PLEASE SIGN **X** CARDHOLDER'S SIGNATURE

SHIPPING INFORMATION



Deadline Date January 16, 2025

New York Travel & Adventure Show

Jacob K. Javits Convention Center

January 25 - 26, 2025

Cart Load

Freight that is too large or heavy will be moved by Expo Event Services at the published material handling rates. Vehicles over 3/4 ton (rental trucks, trailers or bobtails) will not be unloaded under the cartload service.

Vehicle Spotting

Exhibitors will be required to use Expo Event Services personnel for all vehicle spotting inside the exhibit hall. Vehicle spotting rate is \$450.00 per vehicle (price includes both in and out of hall).

All vehicles coming into a convention center must have the following steps done before the Fire Marshall will inspect the facility:

1. No more than 1/4 tank of gasoline
2. Battery must be disconnected
3. Gas cap must be taped down
4. Keys should be left with Show Manager

Freight Handling Services

Expo Event Services is prepared to receive your shipment directly to show site, or in advance via TS Shipper, the official show carrier. Advance shipments/receiving is only available through the official carrier. Direct to showsite can be scheduled with TS Shipper or a carrier of your choice.

Rates are based on the incoming weight of shipments. For rates and arrival information, see the Material Handling Order Form. Expo Event Services must have payment before forwarding freight.

Advance Warehouse Shipments

Crates, Cartons, Fiber Cases and Skidded and Non-Skidded Carpet Samples. **(ONLY IF TS SHIPPER IS USED) see Pages 25 - 30**

Rates Include:

Unloading crated freight. The warehouse cannot receive uncrated shipments. Storing at the warehouse for up to 30 days. Reloading onto trucks and delivery to the exhibit site. Unloading freight and delivery to your booth. Picking up, storing, and returning empty shipping containers. Reloading freight for return to your specified destination.

Make out the bill of lading and consign as follows:

To:
Name of Exhibitor AND Booth Number

For:
New York Travel & Adventure Show

C/O:
Expo Event Services
TS Shipper Advance Freight Service

Direct Contact: dtullo@tsshipper.com

Direct Shipments to Exhibit Site

Rates Include:

Unloading freight and delivery to your booth. Picking up, storing, and returning empty shipping containers. Reloading freight for return to your specified destination.

Make out the bill of lading and consign as follows:

To:
Name of Exhibitor AND Booth Number

For:
New York Travel & Adventure Show

C/O:
Expo Event Services
369 12th Avenue
New York, NY 10001

Please read the "Expo Event Services' Limits of Liabilities and Responsibility" for important information on freight handling.

SHIPPING GUIDELINES



New York Travel & Adventure Show

Deadline Date January 16, 2025

Jacob K. Javits Convention Center

January 25 - 26, 2025

Shipping Guidelines

We recommend that you use TS Shipper, a freight team specializing in trade show shipping. Exhibit freight is time-sensitive, and experience counts. If you are in doubt, call Expo Event Services to assist you in planning your shipments. Take advantage of the advance shipping and receiving services provided by TS Shipper.

Please read the "Expo Event Services' Limits of Liability and Responsibility" for important information on shipping.

Shipping Charges Please prepay all shipping charges. Expo Event Services cannot accept or be responsible for collect shipments.

Bill of Lading All shipments must have a bill of lading or delivery slip showing the number of pieces, weight, and type of merchandise. Upon shipping, immediately send copies of bills of lading to Expo Event Services and your on-site representative. Handling charges are based on the weight of the freight. Certified weight receipts are required for all shipments. Expo Event Services will estimate weight for private vehicles without certified weight receipts. Charges will be based on this estimation and no adjustments can be made. Separate mixed van shipments between crated and uncrated and clearly identify the weights of each on the bill of lading. Otherwise, Expo Event Services will invoice the entire load at the Uncrated rate and will be unable to adjust charges later.

Consignment All shipments must be consigned c/o Expo Event Services to enable us to accept them for handling.

Shipping Labels Please use the shipping labels provided to expedite handling.

Certified Weight Receipts The weights of your vehicle empty and loaded must be documented with certified weight receipts for billing purposes. Expo Event Services will unload all shipments after your driver submits certified weight receipts at the receiving site.

Labor and Equipment Labor and equipment for unloading and loading are included with Expo Event Services freight handling rates for services. If your material requires specialized rigging equipment, please notify us promptly so that we can make arrangements. When possible, supply your own rigging equipment with shipments and pre-rig your material.

Empty Labels Shipping cartons will be picked up, stored, and returned after the show if they are affixed with empty labels by the exhibitor. These labels are available at the Service Desk and are for empty storage only.

Outgoing Shipments Shipping information, bills of lading and labels will be available at the Expo Event Services' Service Desk. Exhibitors selecting non-official carriers will own arrangements for pickup.

Labor and Equipment Labor and equipment for unloading and loading are included with Expo Event Services freight handling rates for services. If your material requires specialized rigging equipment, please notify us promptly so that we can make arrangements. When possible, supply your own rigging equipment with shipments and pre-rig your material.

Empty Labels Shipping cartons will be picked up, stored, and returned after the show if they are affixed with empty labels by the exhibitor. These labels are available at the Service Desk and are for empty storage only.

Outgoing Shipments Shipping information, bills of lading and labels will be available at the Expo Event Services Service Desk. Exhibitors selecting non-official carriers will need to make their own arrangements for pickup.

MATERIAL HANDLING ORDER FORM



New York Travel & Adventure Show

Jacob K. Javits Convention Center

January 25 - 26, 2025

MUST ARRIVE
DECEMBER 27 - JANUARY 16, 2025

RETURN TO: Expo Event Services • 1700 York Ave Suite 2T • New York, NY 10128 • Phone (201) 300 - 2782 • Fax (917) 591 - 8316 • Email: orders@expoeventservices.com

COMPANY	EMAIL ADDRESS	BOOTH NUMBER
AUTHORIZED CONTACT SIGNATURE X	AUTHORIZED CONTACT - PLEASE PRINT	DATE

- All shipments must be sent prepaid. Collect shipments will not be accepted. Certified weight packets required for unloading.
- The Advance Warehouse will ONLY accept packaged shipments, including crates, boxes and skids. No loose shipment will be accepted unless the delivering carrier cannot deliver the shipment to the exhibit facility, in which case a 50% surcharge will be added to the warehouse rate.
- Loose, uncrated, or specialized carrier shipments should be sent DIRECTLY to the Convention Facility to arrive AFTER 2:00 PM on the first day of exhibit installation.
- Consignment or delivery of a shipment to Expo Event Services or its subcontractors by an Exhibitor or Shipper on behalf of the Exhibitor will be considered as an acceptance by the Exhibitor of the Freight Terms and Conditions on the front of this page.
- Outbound Bills of Lading must be filled out and turned into the Exhibitor Service Desk if designated carriers are to be used. The Exhibitor must make those arrangements directly with the carrier. If the designated carrier fails to show up in the required time frame, the shipment will be reconsigned to the house carrier. If no return information is provided, freight will be returned to the warehouse and storage charges will be applied.

ADVANCE RECEIVING/SHIPMENTS VIA TS SHIPPER OR DIRECT TO SHOW SITE VIA TS SHIPPER OR CARRIER OF YOUR CHOICE (100 lbs Minimum Per Shipment)

Rates Include: unloading crated freight (the warehouse cannot receive uncrated shipments); storing at warehouse for up to 30 days (any materials stored beyond 30 days will incur additional costs applied to your invoice); reloading onto trucks and delivery to the exhibit site; unloading freight and delivery to your booth; picking up, storing, and returning empty shipping containers; and reloading freight for return to your specified destination from exhibit site. The rate for this service is:

	CRATED / SKIDDED / SPECIAL HANDLING	
	Per 100 lbs	100 lbs Minimum
ST/DT	\$310.00	\$310.00
OT/DT	\$375.00	\$375.00

Rates Do Not Include: TS Shipper Trucking from your facility to the advance receiving warehouse/ to show site

SMALL PACKAGES

SMALL PACKAGE: Cartons and envelopes received without documentation will be delivered without guarantee of piece count or condition. Maximum weight is 50 lbs. per shipment, per delivery. Includes UPS and Federal Express shipments. All shipments received via air carrier that do not fall into the small package category may be subject to special handling charges.

FIRST CARTON	\$95.00	\$ 95.00	First Carton
EACH ADDITIONAL CARTON	\$25.00	\$ _____	Each Additional Carton

CALCULATION OF MATERIAL HANDLING CHARGES

We understand that your calculation is only an estimate. Invoicing will be done from the actual weight. Adjustments will be made accordingly.

We will be shipping:	lbs. @	per 100 lbs., 100 lbs minimum per shipment	\$
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We will be shipping approximately	number of pieces.
-----------------------------------	-------------------

Our shipment will be sent to	Exhibit Site	Warehouse on:	via:
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1. Total Estimated Charges	\$
2. 30% Late Arrival Surcharge	\$
3. Excess Declared Value	\$
4. Payment Enclosed	\$

KEY INFORMATION FORM



Deadline Date January 16, 2025

New York Travel & Adventure Show

Jacob K. Javits Convention Center

January 25 - 26, 2025

RETURN TO: Expo Event Services • 1700 York Ave Suite 2T • New York, NY 10128 • Phone (201) 300 - 2782 • Fax (917) 591 - 8316 • Email: orders@expoeventservices.com

COMPANY	EMAIL ADDRESS	BOOTH NUMBER
AUTHORIZED CONTACT SIGNATURE X	AUTHORIZED CONTACT - PLEASE PRINT	DATE

Inbound Freight Information(TS Shipper Shipment(s) Only)

Carrier _____ Shipped By _____ Date _____
Number of Pieces _____ Weight _____ Pro Number _____
Target Date _____ Loose Display _____ Crated Display _____

Shipped To: (Check One) Warehouse Showsite

Set-up Information for Expo Event Services' Installation

Set Up Drawings Attached _____
Set Up Drawings With Exhibit _____
Case/Crate Number _____
Number of Workers required for set up _____
Special Equipment Required _____
Own Carpet Color _____
Padding _____
Approximate time for set up _____

Did You Order —

Electrical	Yes	No	Electrical Under Carpet	Yes	No
Electrical Drawings	Attached		Sent to the Official Electrical Contractor	With the Exhibit	
Booth Cleaning	Yes	No	Other Items	_____	_____
Furniture	Yes	No		_____	_____
A/V Furniture	Yes	No		_____	_____
Telephone	Yes	No		_____	_____

Outbound Freight Information

Outbound Freight Charges _____
Prepaid Collect
Bill To _____

Consigned To _____
Address _____
City/State/Zip _____
Second Consignee _____
Address _____
City/State/Zip _____
Other _____

Method Common Carrier AirFreight Vanline Other

Carrier (if known) _____
Contact _____ Phone _____

Emergency Contact Information / Showsite Contact

Name _____ Title _____
Telephone _____
Other Means of Contacting This Person _____
Contact's Hotel _____ Arrival _____ Departure _____
Purchasing Authorization Yes No

USE THESE SHIPPING LABELS AS THEY WILL EXPEDITE HANDLING. COPIES OF LABELS ARE ACCEPTABLE IF ADDITIONAL LABELS ARE NEEDED.

SHOW SITE LABEL

RUSH!

EXHIBITION FREIGHT

MUST ARRIVE
JANUARY 23, 2025 (1PM - 5PM)
JANUARY 24, 2025 (8AM - 4PM)

TO: _____
(EXHIBITOR'S NAME)



Jacob K. Javits Convention Center
369 12th Avenue
New York, NY 10001

Booth: _____ Number _____ of _____ Pcs.
Carrier: _____

SHOW SITE LABEL

RUSH!

EXHIBITION FREIGHT

MUST ARRIVE
JANUARY 23, 2025 (1PM - 5PM)
JANUARY 24, 2025 (8AM - 4PM)

TO: _____
(EXHIBITOR'S NAME)



Jacob K. Javits Convention Center
369 12th Avenue
New York, NY 10001

Booth: _____ Number _____ of _____ Pcs.
Carrier: _____

SHOW SITE LABEL

RUSH!

EXHIBITION FREIGHT

MUST ARRIVE
JANUARY 23, 2025 (1PM - 5PM)
JANUARY 24, 2025 (8AM - 4PM)

TO: _____
(EXHIBITOR'S NAME)



Jacob K. Javits Convention Center
369 12th Avenue
New York, NY 10001

Booth: _____ Number _____ of _____ Pcs.
Carrier: _____

SHOW SITE LABEL

RUSH!

EXHIBITION FREIGHT

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JANUARY 23, 2025 (1PM - 5PM)
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TO: _____
(EXHIBITOR'S NAME)



Jacob K. Javits Convention Center
369 12th Avenue
New York, NY 10001

Booth: _____ Number _____ of _____ Pcs.
Carrier: _____

USE THESE SHIPPING LABELS AS THEY WILL EXPEDITE HANDLING. COPIES OF LABELS ARE ACCEPTABLE IF ADDITIONAL LABELS ARE NEEDED.

SHOW SITE LABEL

RUSH!

EXHIBITION FREIGHT

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JANUARY 23, 2025 (1PM - 5PM)
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TO: _____
(EXHIBITOR'S NAME)



Jacob K. Javits Convention Center
369 12th Avenue
New York, NY 10001

Booth: _____ Number _____ of _____ Pcs.
Carrier: _____

SHOW SITE LABEL

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EXHIBITION FREIGHT

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JANUARY 23, 2025 (1PM - 5PM)
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TO: _____
(EXHIBITOR'S NAME)



Jacob K. Javits Convention Center
369 12th Avenue
New York, NY 10001

Booth: _____ Number _____ of _____ Pcs.
Carrier: _____

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(EXHIBITOR'S NAME)



Jacob K. Javits Convention Center
369 12th Avenue
New York, NY 10001

Booth: _____ Number _____ of _____ Pcs.
Carrier: _____

SHOW SITE LABEL

RUSH!

EXHIBITION FREIGHT

MUST ARRIVE
JANUARY 23, 2025 (1PM - 5PM)
JANUARY 24, 2025 (8AM - 4PM)

TO: _____
(EXHIBITOR'S NAME)



Jacob K. Javits Convention Center
369 12th Avenue
New York, NY 10001

Booth: _____ Number _____ of _____ Pcs.
Carrier: _____

COMPANY NAME: _____ BOOTH# : _____

CONTACT NAME: _____ PHONE: _____

EMAIL ADDRESS: _____

SHIP TO	
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NEXT SHOW BOOTH# _____

CONTACT NAME _____ PHONE _____

NUMBER OF PIECES / LABELS _____

<p><u>SPECIAL DELIVERY INSTRUCTIONS:</u> (Residential, Expedited Date Request, Lift Gate, Etc.)</p> <hr/> <p>** PLEASE CALL DANIELLE TULLO FOR CUSTOMIZED QUOTE. PLEASE TURN IN THIS FORM PRIOR TO THE SHOW FOR THE BEST RATES**</p>

PAYMENT AUTHORIZATION

TERMS:

TS Shipper requires a credit card authorization prior to handling freight services. Final freight charges must be settled in advance of freight pick up/ delivery via credit card, company check or wire transfers. Services will be denied without complete payment. All adjustments to charge are to be made at show site.

NO CREDITS WILL BE MADE AFTER THE SHOW CLOSING - Payment made by check must be in US dollars from a US Bank.

Company Check: Make Payable to: TS Shipper LLC, reference Show Name on check. Return checks are subject to a \$25 bounced check fee. All checks require a credit card on file. Mail check to: TS Shipper LLC - 1700 York Avenue Ste 2T - New York, NY 10128

Wire Transfer: If paying by wire transfer for TS Shipper LLC, include a \$25 surcharge for bank fees. Call for wire transfer details.

Credit Card: For your convenience, TS Shipper LLC will use this authorization to charge your credit card account for your advance order, not paid by check or wire transfer, and any additional transportation orders placed by your show site representative.

**TS Shipper LLC is not associated with the show decorator and material handling charges incurred for the movement of your freight from the show dock to your booth is the sole responsibility for you, the exhibiting company.

Cardholder: _____ Email: _____

Account #: _____ Exp. Date: _____ Security Code: _____

Billing Address: _____ City/ST/Zip: _____

Signature: _____ Date: _____



Reserve Your Shipment Today with the Official Show Carrier

Fast, Reliable, Secure Trade Show Transportation!



New York
Jacob K. Javits Convention Center
January 25 - 26, 2025



Don't wait for your freight, let your freight wait for you!

TS SHIPPER is the most comprehensive shipping company that directly services the trade show industry.
TS SHIPPER specializes in time sensitive trade show freight, across the country!

Freight Services

- Local Deliveries
- Ground Shipments
- Air Shipments
- Caravan Services
- Storage
- Full Truck Load Services

*** Personal presence at the shows to make sure everything goes smoothly
*** Special discounted Show Rates *** Pre-printed bills of lading and shipping labels

Requesting a shipping quote has never been easier – 3 ways to contact us



EMAIL US AT INFO@TSSHIPPER.COM



CALL US AT 216-566-5953



GO ONLINE AT WWW.TSSHIPPER.COM



1700 York Avenue, Suite 2T, New York, NY 10128
 Phone: (216) 566-5953 Fax: (866) 728-3775

Show Name: _____
 Show Dates: _____
 Venue: _____

CONTACT INFORMATION

COMPANY: _____ CONTACT NAME: _____
 ADDRESS: _____
 PHONE: _____ EMAIL: _____

PICK UP LOCATION

COMPANY NAME: _____ CONTACT NAME: _____
 STREET ADDRESS: _____
 CITY _____ STATE / COUNTRY: _____
 ZIP / POSTAL CODE: _____ PHONE: _____

SHIPPING DESTINATION

COMPANY NAME: _____
 SHOW NAME _____ BOOTH #: _____
 STREET ADDRESS: _____ CITY _____
 STATE / COUNTRY: _____ ZIP / POSTAL CODE: _____
 ONSITE CONTACT: _____ PHONE: _____

TYPE OF SERVICE

Truck Load	Deferred	2 nd Day Air
Overnight Air	Economy / Standard Group	3 rd Day Air

ADDITIONAL SERVICES

Lift Gate	Residential	Inside Pick Up
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Declared Value \$ _____ (Declared Value can not exceed \$10,000)

Phone: 216-566-5953

Email: info@tsshipper.com

Quick Quote: Tsshipper.com



1700 York Avenue, Suite 2T, New York, NY 10128
 Phone: (216) 566-5953 Fax: (866) 728-3775

Show Name: _____
 Show Dates: _____
 Venue: _____

SHIPPING INFORMATION

Pickup Date: _____ Pick Up Time: _____ (4 hour window)
 Delivery Date: _____ Delivery Time: _____ (4 hour window)

Number of Pieces	Length	Width	Height	Weight
Hazardous Materials: YES NO			Total Weight:	

ADDITIONAL INFORMATION OR INSTRUCTIONS

For an online Quick Quote, go to www.tsshipper.com
 Send completed form to info@tsshipper.com or fax to
 866-728-3775 For questions call us at 216-566-5953

Phone: 216-566-5953

Email: info@tsshipper.com

Quick Quote: TSshipper.com



1700 York Avenue, Suite 2T, New York, NY 10128
 Phone: (216) 566-5953 Fax: (866) 728-3775

Show Name: _____
 Show Dates: _____
 Venue: _____

PAYMENT AUTHORIZATION

EXHIBITING COMPANY: _____
 ADDRESS: _____

 ORDERED BY: _____
 PHONE: _____
 EMAIL: _____

BOOTH # _____
 SHOW: _____
 ONSITE CONTACT: _____
 CELL: _____
 QUOTED AMOUNT: \$ _____

YOUR SIGNATURE ON THIS PAYMENT AUTHORIZATION DENOTES ACCEPTANCE ON ALL TERMS & CONDITIONS INCLUDED ON THIS FORM AND IN YOUR SERVICE MANUAL.

Terms:

TS Shipper requires a credit card authorization prior to handling any freight. Final freight charges must be settled in advance off freight pick up / delivery via credit card, company check or wire transfers. Services will be denied without complete payment. All adjustments to charges are to be made at show site. NO CREDITS WILL BE MADE AFTER SHOW CLOSING. Payment made by check must be in US Dollars from a US Bank

Company Check: Make Payable to TS Shipper LLC and reference the Show Name on the check. Return checks are subject to a \$25.00 bounced check fee. All Checks require a credit card on file. **Mail Check to:** TS Shipper LLC, 1700 York Avenue, Suite 2T, New York, NY 10128

Wire Transfer: If paying by wire transfer for TS Shipper LLC, include a \$25.00 surcharge for bank fees. **Call for wire transfer details.**

Credit Card: For your convenience, TS Shipper LLC will use this authorization to charge your credit card account for your advance order, not paid by check or wire transfer, and any additional transportation orders placed by your show site representative.

TS Shipper LLC is not associated with the show decorator and material handling charges incurred for the movement of your freight from the show dock to your booth is the sole responsibility of you / the exhibiting company.

Payment Information:

VISA MasterCard American Express

Credit Card Number: _____
 Expiration Date: _____ / _____ VID Code: _____ Visa / Master Card (3 digits), Amex (4 digits)
 Name (as it appears on the card): _____
 _____ / _____ / _____
 Cardholder's Signature _____ Date _____

Credit Card Billing Address:

Street: _____
 City: _____ State: _____
 Zip Code: _____ Country: (if not US) _____
 Telephone: _____ Email: _____

The above cardholder named hereby authorizes TS Shipper LLC to charge my card.

As the credit card holder, I also authorize TS Shipper LLC to charge my credit card for future purchases verbally approved by me.

Authorization Valid Until: _____ / _____ Initials Here: _____

1700 York Avenue, Suite 2T, New York, NY 10128
 Phone: (216) 566-5953 Fax: (866) 728-3775
 Email: info@tsshipper.com

Show Name _____

Show Dates _____

Venue _____

Company Name _____

Booth Number _____

OUTBOUND SHIPMENT DETAILS

Company / Business Name		
Street Address		
Show Name (if applicable)	City	State
Contact Name & Number	Zip/Postal Code	

Economy / Deferred (4 - 7 Business Days)

2nd Day

3rd Day

Next Day

Piece Count Estimate _____ Total Weight Estimate _____

Additional Information or Instructions

UNICOMM TRAVEL & ADVENTURE SHOW 10' x 10' PACKAGE A



\$3,900.00

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Furnishing

- 10' x 8' Pop-Up (Includes print on front side)
- 1 - 1M x .5M x 42" Counter *
- 1 - 30" x 42"H Round Cocktail Table
- 2 - Bar Stools
- (200lbs of Material Handling at No Charge is included)

Graphic Files

Please send artwork with CMYK color mode with resolution 150 dpi.
Be sure to flatten all images, outline all text and save as PDF or JPG.

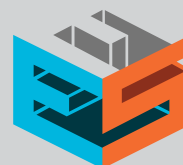
Safe Zone: 107"w x 81.5"h

Bleed Zone: 115"w x 89.5"h

Per side if double-sided

Counter Graphic Panel Size 38.125" W x 33"H

Prices are based on orders and artwork are supplied
30 days out rush charges will be quoted on specs.



EXPO
EVENT SERVICES

UNICOMM TRAVEL & ADVENTURE SHOW 10' x 10' PACKAGE B



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Furnishing

- 10' x 8' Tension Fabric (Includes print on front side)
 - 1 - 1M x .5M x 42" Counter *
 - 1 - 30" x 42"H Round Cocktail Table
 - 2 - Bar Stools
- (200lbs of Material Handling at No Charge is included)

Graphic Files

Please send artwork with CMYK color mode with resolution 150 dpi.
Be sure to flatten all images, outline all text and save as PDF or JPG.

Safe Zone: 107"w x 81.5"h

Bleed Zone: 115"w x 89.5"h

Per side if double-sided

Counter Graphic Panel Size 38.125" W x 33"H

Prices are based on orders and artwork are supplied
30 days out rush charges will be quoted on specs.



EXPO
EVENT SERVICES

UNICOMM TRAVEL & ADVENTURE SHOW 10' x 20' PACKAGE C



\$6,570.00

Furnishing

20' x 8' Tension Fabric (Includes print on front side)

1 - 1M x .5M x 42" Counter *

1 - Sofa, Single Chair & Coffee Table

1 - 30" x 42"H Round Cocktail Table

2 - Bar Stools

(200lbs of Material Handling at No Charge is included)

Graphic Files

Please send artwork with CMYK color mode with resolution 150 dpi.

Be sure to flatten all images, outline all text and save as PDF or JPG.

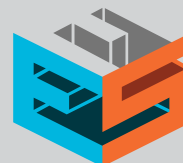
Safe Zone: 107"w x 81.5"h

Bleed Zone: 115"w x 89.5"h

Per side if double-sided

Counter Graphic Panel Size 38.125" W x 33"H

Prices are based on orders and artwork are supplied
30 days out rush charges will be quoted on specs.



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UNICOMM TRAVEL & ADVENTURE SHOW 20' x 20' PACKAGE D (side 1)



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Furnishing

- 20' x 8' Tension Fabric (Includes print on front side)
 - 2 - 1M x .5M x 42" Counter *
 - 1 - Sofa, Single Chair & Coffee Table
 - 1 - 30" x 42"H Round Cocktail Table
 - 4 - Bar Stools
- (200lbs of Material Handling at No Charge is included)

Graphic Files

Please send artwork with CMYK color mode with resolution 150 dpi.
Be sure to flatten all images, outline all text and save as PDF or JPG.

Safe Zone: 107"w x 81.5"h

Bleed Zone: 115"w x 89.5"h

Per side if double-sided

Counter Graphic Panel Size 38.125" W x 33"H

Prices are based on orders and artwork are supplied
30 days out rush charges will be quoted on specs.



EXPO
EVENT SERVICES

UNICOMM TRAVEL & ADVENTURE SHOW 20' x 20' PACKAGE D (side 2)

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\$8,250.00

Furnishing

- 20' x 8' Tension Fabric (Includes print on front side)
- 2 - 1M x .5M x 42" Counter *
- 1 - Sofa, Single Chair & Coffee Table
- 1 - 30" x 42"H Round Cocktail Table
- 4 - Bar Stools
- (200lbs of Material Handling at No Charge is included)

Graphic Files

Please send artwork with CMYK color mode with resolution 150 dpi.
Be sure to flatten all images, outline all text and save as PDF or JPG.

Safe Zone: 107"w x 81.5"h

Bleed Zone: 115"w x 89.5"h

Per side if double-sided

Counter Graphic Panel Size 38.125" W x 33"H

Prices are based on orders and artwork are supplied
30 days out rush charges will be quoted on specs.



EXPO
EVENT SERVICES

UNICOMM TRAVEL & ADVENTURE SHOW 20' x 20' PACKAGE E (side 1)

\$7,150.00



Furnishing

2M x 2M x 8'H Hardwall Storage Unit w/ Lockable Access Door
2 - 1M x .5M x 42" Counter *
2 - 30" x 42"H Round Cocktail Table
6 - Bar Stools
(200lbs of Material Handling at No Charge is included)

Graphic Files

Please send artwork with CMYK color mode with resolution 150 dpi.

Be sure to flatten all images, outline all text and save as PDF or JPG.

Safe Zone: 38.125"w x 90.5"h

Bleed Zone: 38.5"w x 95.5"h

Per side if double-sided

Counter Graphic Panel Size 38.125" W x 33"H

Prices are based on orders and artwork are supplied
30 days out rush charges will be quoted on specs.



EXPO
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UNICOMM TRAVEL & ADVENTURE SHOW 20' x 20' PACKAGE E (side 2)

\$7,150.00



Furnishing

2M x 2M x 8'H Hardwall Storage Unit w/ Lockable Access Door
2 - 1M x .5M x 42" Counter *
2 - 30" x 42"H Round Cocktail Table
6 - Bar Stools
(200lbs of Material Handling at No Charge is included)

Graphic Files

Please send artwork with CMYK color mode with resolution 150 dpi.

Be sure to flatten all images, outline all text and save as PDF or JPG.

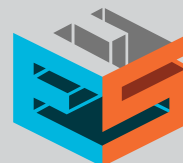
Safe Zone: 38.125"w x 90.5"h

Bleed Zone: 38.5"w x 95.5"h

Per side if double-sided

Counter Graphic Panel Size 38.125" W x 33"H

Prices are based on orders and artwork are supplied 30 days out rush charges will be quoted on specs.



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SIGNAGE & GRAPHIC ORDER FORM



New York Travel & Adventure Show

Deadline Date January 16, 2025

Jacob K. Javits Convention Center

January 25 - 26, 2025

RETURN TO: Expo Event Services • 1700 York Ave Suite 2T • New York, NY 10128 • Phone (201) 300 - 2782 • Fax (917) 591 - 8316 • Email: orders@expoeventservices.com

COMPANY _____ EMAIL ADDRESS _____ BOOTH NUMBER _____

AUTHORIZED CONTACT SIGNATURE _____ AUTHORIZED CONTACT - PLEASE PRINT _____ DATE _____

DIGITAL INKJET SIGNS

Rates based on one color copy, white showcard, 10 words or less

Qty	Size/Description	Discount Price	Standard Price	Total Price
	8.5" x 11"	\$64.00	\$83.00	
	11" x 17"	\$75.00	\$98.00	
	14" x 22"	\$92.00	\$120.00	
	22" x 28"	\$112.00	\$146.00	
	24" x 36"	\$227.00	\$295.00	
	30" x 40"	\$245.00	\$319.00	
	Logo	Quoted upon request	Quoted upon request	
	Banner	Quoted upon request	Quoted upon request	

Background Color: _____ Copy Color: _____

Select Lay-out: Vertical Horizontal

Select Font Style: Corporate Jazzy

Expo Event Services, Inc., can meet any sign or graphic requirements you have. Please contact us at 201.994.1303 if you have any questions or need additional information. **Indicate sign copy Here (please attach additional sign copy if required)**

SUBTOTAL = _____ + TAX @ 8.875% = _____ = TOTAL _____

Payment Authorization Form must accompany order.
Any order received after Discount Deadline will be charged the standard Rates *NO EXCEPTIONS*

Cancellation Policy: All orders are non-refundable once ordered and processed.

GRAPHIC FILE SUBMISSION GUIDELINES



Deadline Date January 16, 2025

New York Travel & Adventure Show

Jacob K. Javits Convention Center

January 25 - 26, 2025

We want your graphics to look their best. We are committed to partnering with you in order to provide the most comprehensive and effective solutions in the trade show industry. In order to produce your graphics at the highest quality and facilitate the transfer of your files to us for production, we are pleased to provide you with this graphic file submission document. Note - the basic cost of graphic production is typically included in your sales quote. Additional prep work on supplied files may require additional fees. Please contact Expo Event Services for details.

File Formats

Program

Adobe Illustrator
Adobe Photoshop
Adobe InDesign
Adobe Acrobat

Preferred File (type)

ai, eps
tiff, psd, jpeg (high quality)
indd (include links)
PDF (press quality setting)

File Transfer Options

Media

Flash Drive
E-mail Attachments
FTP
DropBox

Note

With attached fonts and links
Limited to maximum size 5MB
zip or compression preferred
File sharing

Files obtained from the internet or artwork created in MS Office application (Word, Excel, Power Point, etc.) are often not suitable for high quality output, and typically require additional fees. Artwork should be created to full size - however for larger files i.e. Banner - artwork at 1/4 scale of actual size is acceptable. Scans should be no smaller than 300dpi at 1/4 size. To avoid additional fees associated with these file types, please supply files, at a minimum, two weeks prior to your show.

Vector Artwork

For the best quality in large format printing, artwork should be created and supplied in vector format (.ai or .eps), unless the image is a photo or image file (see bitmap/raster below). Logos and images taken from websites are generally gif's. Gif files are not acceptable as they are low resolution and will NOT print clearly. Artwork which is going to be produced in vinyl - i.e: solid company logo's or text, must be supplied in a vector format (.ai or .eps). Converting bitmap images to vector for vinyl production is a typical issue that may incur additional fees.



EXPO
EVENT SERVICES



EXPO
EVENT SERVICES

gif@400%

.ai / .eps@400%

Bitmap/Raster Artwork

JPEG/TIFF- We accept these formats but the original artwork must be of sufficient high resolution- 300dpi - and to size as needed for print - in order to print at the best quality.

PDF- These are print files only and can NOT be altered or versioned to fit different sizes. Artwork must be set up at the correct proportion and at print ready quality. Make sure images are saved at high resolution (300dpi).



Color Set Up

If your artwork utilizes PANTONE MATCHING SYSTEM (PMS), please supply a Pantone color reference. Note that Pantone colors are matched to the best possible interpretation for the specific output device and material printed on. If you would like us to match existing graphics, please provide hard copy of the graphics for reference. If your artwork utilizes CMYK values, the printer will use those.



Fonts

Convert all fonts into outlines or paths prior to uploading the files. Also please provide ALL FONTS utilized in your files. This is in case we need to edit copy or if some fonts were not converted to paths or outlines.

HANGING SIGNS/BANNERS INFORMATION FORM

New York Travel & Adventure Show

Jacob K. Javits Convention Center

January 25 - 26, 2025



Deadline Date January 16, 2025

*** NON - ELECTRICAL SIGNS & BANNERS ONLY

RETURN TO: Expo Event Services • 1700 York Ave Suite 2T • New York, NY 10128 • Phone (201) 300 - 2782 • Fax (917) 591 - 8316 • Email: orders@expoeventservices.com

COMPANY	EMAIL ADDRESS	BOOTH NUMBER
AUTHORIZED CONTACT SIGNATURE	AUTHORIZED CONTACT - PLEASE PRINT	DATE

PLEASE PROVIDE THE FOLLOWING INFORMATION

Regardless of previous usage, an authorized signature is required on the Guarantee of Structural integrity Statement form and the following information is to be completed.

IMPORTANT NOTE

All ceiling rigging must conform to Show Management rules and regulations and facility limitations.

All overhead rigging/hanging must be assembled, installed and removed by Expo Event Services certified riggers.

Exhibitors are REQUIRED to include hanging/setup instructions and orientation diagrams in advance.

Electrical signs must be in working order and in accordance with the National Electric Code. Electrical services must be ordered through the electrical service provider (form included in manual).

STRUCTURE DESCRIPTION

Include blue print or drawing containing detailed information so hanging anchor points can be determined.

Type of Material:

Cloth Metal Wood Plastic Truss
Other: _____

Truss Only:

12" box 20" box Other: _____

Shape of Structure:

Circle Rectangle Square Triangle
Other: _____

Size (in feet):

_____ (H) x _____ (L) x _____ (W) x _____ (D)
height length width diameter

Additional Notes/Description:

STRUCTURE DESCRIPTION (continued)

Weight of Hanging Structure: _____ lbs
Any hanging structure that weighs in excess of 100 lbs will require the employment of chain motors.

Are you using chain motor(s)?

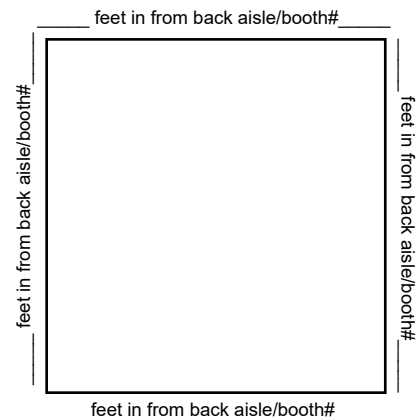
No
Yes (Quantity: _____)
Expo Events Provided
Exhibitor Provided

CHAIN MOTORS				
QTY	ITEM	ADVANCE	STANDARD	TOTAL
	1/2 Ton Chain Motor	\$762.00	\$991.00	
	1 Ton Chain Motor	\$952.00	\$1,238.00	

- If your hanging structure is 100 lbs or more, please submit a **CERTIFIED WEIGHT BILL** and a **CERTIFIED STRUCTURAL ENGINEERED DRAWING**.
- All truss structures require a **CERTIFIED WEIGHT BILL**.

PLACEMENT DIAGRAM

Provide an overview sketch of how your sign should be hung in your booth in the box below. Place booth dimensions/booth number in the lines provided.



Number of feet from floor to bottom of sign: _____ ft

Would you like your sign centered over your booth?
Yes No (I will provide an overhead sketch)

HANGING SIGNS/BANNERS ORDER FORM



New York Travel & Adventure Show

Deadline Date January 16, 2025

Jacob K. Javits Convention Center

January 25 - 26, 2025

RETURN TO: Expo Event Services • 1700 York Ave Suite 2T • New York, NY 10128 • Phone (201) 300 - 2782 • Fax (917) 591 - 8316 • Email: orders@expoeventservices.com

COMPANY	EMAIL ADDRESS	BOOTH NUMBER
AUTHORIZED CONTACT SIGNATURE X	AUTHORIZED CONTACT - PLEASE PRINT	DATE

IMPORTANT NOTES

Expo Event Services certified riggers are required to assemble, install and remove all hanging signs to ensure structural integrity. Any signs that are not assembled by approved EES certified riggers are subject to an inspection fee.

Expo Event Services riggers are required to install and remove all hanging truss to ensure structural integrity.

Assembly/disassembly labor rates are per man, per hour with a one (1) hour minimum.

Overhead sign hang rates are per lift and crew, per hour with a one (1) hour minimum.

Expo Event Services will process requests for assembly and rigging in the order they are received and will make attempts to honor all requested start times.

Should hanging signor supervision not be present at the time the crew arrives a one (1) hour minimum charge will apply.

Additional charges will apply for any cables, connectors or other rquipment deemed necessary to safely complete the installation of overhead sign or truss system. A EES certified rigger will determine such requirements onsite.

PLEASE INDICATE METHOD OF SUPERVISION YOU REQUIRE:

OK TO PROCEED WITHOUT EXHIBITOR SUPERVISION
 WAIT FOR EXHIBITOR SUPERVISION
 DISPLAY HOUSE TO SUPERVISE

SIGN ASSEMBLY / DISASSEMBLY LABOR

Please indicate who will supervise ASSEMBLY:

EES Supervision
 Exhibitor/Display House Supervision

Please indicate who will supervise DISASSEMBLY:

EES Supervision
 Exhibitor/Display House Supervision

SIGN ASSEMBLY LABOR				
EST TOTAL HOURS	ITEM	ADVANCE	STANDARD	TOTAL
	ST	\$263.00	\$342.00	
	OT	\$432.00	\$562.00	
	Holiday	\$530.00	\$689.00	
EES Supervision: _____ x 30% =				
		(Assembly total)	(\$40.00 minimum)	

SIGN DISASSEMBLY LABOR				
EST TOTAL HOURS	ITEM	ADVANCE	STANDARD	TOTAL
	ST	\$263.00	\$342.00	
	OT	\$432.00	\$562.00	
	Holiday	\$530.00	\$689.00	
EES Supervision: _____ x 30% =				
		(Assembly total)	(\$40.00 minimum)	

Date of Assembly: _____
 Requested Start Time: _____

Date of Disassembly: _____
 Requested Start Time: _____

OVERHEAD SIGN RIGGING LABOR

RIGGING INSTALLATION				
EST TOTAL HOURS	ITEM	ADVANCE	STANDARD	TOTAL
	ST	\$1,142.00	\$1,485.00	
	OT	\$1,504.00	\$1,955.00	
	Holiday	\$1,780.00	\$2,314.00	

Date of Assembly: _____
 Requested Start Time: _____

RIGGING REMOVAL				
EST TOTAL HOURS	ITEM	ADVANCE	STANDARD	TOTAL
	ST	\$1,142.00	\$1,485.00	
	OT	\$1,504.00	\$1,955.00	
	Holiday	\$1,780.00	\$2,314.00	

Date of Disassembly: _____
 Requested Start Time: _____

* There may be an additional charge of \$100.00 per hang point for signage being installed from the "unistrut" ceiling structure.

** In areas of certain convention centers, "high" hang point rigs must be installed prior to anything being hung from the "high" ceiling. If hang point rigs are required, the additional charge will be \$150.00 for each hang point rig. These points are in addition to the quoted rates.

DISPLAY LABOR ORDER FORM



New York Travel & Adventure Show

Deadline Date January 16, 2025

Jacob K. Javits Convention Center

January 25 - 26, 2025

RETURN TO: Expo Event Services • 1700 York Ave Suite 2T • New York, NY 10128 • Phone (201) 300 - 2782 • Fax (917) 591 - 8316 • Email: orders@expoeventservices.com

COMPANY	EMAIL ADDRESS	BOOTH NUMBER
AUTHORIZED CONTACT SIGNATURE X	AUTHORIZED CONTACT - PLEASE PRINT	DATE

**PLEASE COMPLETE THIS FORM FOR ALL DISPLAY LABOR NEEDED.
TO DETERMINE IF YOU NEED DISPLAY LABOR, PLEASE READ THIS FORM CAREFULLY.**

1. Display Labor is required for all installation and dismantling of exhibits, including signs and floor covering installation.
2. Exhibitor may unpack and place merchandise.
3. Exhibitor may set up exhibit display if one person can accomplish the task in less than one-half (1/2) hour without the use of tools.

DISPLAY LABOR (One Hour Minimum per Worker)

Starting time can be guaranteed only when labor is requested for the start of the working day at 8 AM. All exhibit labor for 8 AM starting times will be dispatched to booth space. For all other starting times, check in at the labor desk one-half (1/2) hour before time requested. Labor cancelled without a 24 hour notice shall be charged a one (1) hour cancellation fee per worker. If exhibitor fails to use the workers at the time confirmed, a one (1) hour "No Show" charge per worker will apply.

		Rates: per person/per hour	
Labor		Discount Price	Standard Price
Straight Time	8:00 a.m. to 4:30 p.m. Monday through Friday	\$238.00	\$310.00
Over Time	4:30 p.m. to 8:00 a.m. Monday through Friday; all day Saturday	\$415.00	\$539.00
Double Time	Sundays and Holidays	\$481.00	\$625.00

INSTALLATION LABOR

Schedule Date(s)	Schedule Start Time	Schedule End Time	Total # of Hours	Total # of Workers	Labor Rate	Total
						\$
						\$
						\$

EXPO EVENT SERVICES will provide the following service:

1. Unpack and install display labor before exhibitor arrival at show site
 2. Dismantle, pack and arrange to ship display after show closing
- A 30% (\$50.00 minimum) surcharge will be added to the labor rates above for this professional supervision. The minimum charge for labor is one (1) hour per worker. Labor thereafter is charged in half (1/2) hour increments.

GRATUITIES IN

ANY FORM, INCLUDING CASH, GIFTS, OR LABOR HOURS FOR WORK NOT ACTUALLY PERFORMED ARE PROHIBITED BY EXPO EVENT SERVICES. EXPO EVENT SERVICES requires the highest standards of integrity from all employees. All rates are subject to change if necessitated by increased labor and material costs.

DISMANTLE LABOR

Schedule Date(s)	Schedule Start Time	Schedule End Time	Total # of Hours	Total # of Workers	Labor Rate	Total
						\$
						\$
						\$

Please estimate the number of workers and hours per worker needed for installation and dismantling above. Invoice will be calculated according to actual hours worked.

IMPORTANT NOTICE

Your Company is encouraged to carry insurance covering potential injury, damage or loss associated with your display. Expo Event Services will NOT be responsible for injury to display personnel and damage or loss of display materials. In any case, the liability of Expo Event Services is limited to a max of 50% of total labor not to exceed \$1000.00.

DISPLAY LABOR INFORMATION FORM



Deadline Date January 16, 2025

New York Travel & Adventure Show

Jacob K. Javits Convention Center

January 25 - 26, 2025

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COMPANY	EMAIL ADDRESS	BOOTH NUMBER
AUTHORIZED CONTACT SIGNATURE X	AUTHORIZED CONTACT - PLEASE PRINT	DATE

**PLEASE COMPLETE THIS FORM FOR ALL DISPLAY LABOR NEEDED.
TO DETERMINE IF YOU NEED DISPLAY LABOR, PLEASE READ THIS FORM CAREFULLY.**

INBOUND SHIPPING INFORMATION

Carrier: _____ Carrier Phone #: _____
Shipped to: Warehouse Show Site From City/St: _____ Date: _____
Total # of: Crates Cartons Fibercases Other: _____

SET-UP INFORMATION

Set-up Plans/Photo: Attached To be sent With Exhibitor In Crate # _____
Carpet: With Exhibit Rented from Expo Event Services Color Size
Electric Placement: Drawing Attached Drawing with Exhibit Electrical Under Carpet

Comments: _____

Graphics: With Exhibit Shipped Separately
Comments: _____

Special Tools/Hardware Required: _____

OUTBOUND SHIPPING INFORMATION

Ship To: _____

Method: Common Carrier Air Freight Van Line Other: _____
Carrier (If Known): _____
Freight Charges: Prepaid Bill To: _____
Collect _____

Please Note: Expo Events Services will not be responsible for product or literature that is not properly packed and labeled by exhibitor personnel.

Special Instructions/Comments: _____

Emergency Contact:
Name: _____ Phone: _____

STANDARD CARPET ORDER FORM



New York Travel & Adventure Show

Deadline Date January 16, 2025

Jacob K. Javits Convention Center

January 25 - 26, 2025

RETURN TO: Expo Event Services • 1700 York Ave Suite 2T • New York, NY 10128 • Phone (201) 300 - 2782 • Fax (917) 591 - 8316 • Email: orders@expoeventservices.com

COMPANY _____ EMAIL ADDRESS _____ BOOTH NUMBER _____

AUTHORIZED CONTACT SIGNATURE _____ AUTHORIZED CONTACT - PLEASE PRINT _____ DATE _____

STANDARD CARPET



Qty	Item	Discount	Standard	Total
	10' x 10' Booth Carpet	\$398.00	\$517.00	
	10' x 20' Booth Carpet	\$796.00	\$1,035.00	
	10' x 30' Booth Carpet	\$1,192.00	\$1,550.00	

Standard Cut

Standard carpet pricing includes delivery, installation, carpet tape, carpet removal and all carpet material handling fees. Foam carpet padding and Visqueen covering are available for an additional minimal fee. Colors available in both 16oz. and 28 oz.. Colors may vary from the samples swatches listed

CUSTOM CARPET



Qty	Item	Discount	Standard	Total
	Carpet Cut Carpet	\$6.56 sq.ft.	\$8.53 sq.ft.	
Booth Size: Length _____ ft. x Width _____ ft. = _____ sq.ft.				

Custom Cut

Custom carpet pricing includes delivery, installation, carpet tape, visqueen and carpet removal. Colors available in both 16oz. and 28 oz.. Colors may vary from the samples swatches listed

PADDING

Qty	Item	Discount	Standard	Total
	Custom Padding - 1/2"	\$2.79 sq.ft.	\$3.63 sq.ft.	
Booth Size: Length _____ ft. x Width _____ ft. = _____ sq.ft.				

SUBTOTAL = _____ + TAX @ 8.875% = _____ = TOTAL _____

Payment Authorization Form must accompany order.

Any order received after Discount Deadline will be charged the Standard Rates *NO EXCEPTIONS*

Cancellation Policy: Any Standard Carpet cancelled will be charged 50% after move-in begins and 100% after installation. Custom Cut Carpet orders are non-refundable 2 weeks prior to move-in.

STANDARD FURNITURE

New York Travel & Adventure Show

Jacob K. Javits Convention Center

January 25 - 26, 2025

Deadline Date January 16, 2025

Chairs



Upholstered Side Chair



Upholstered Tall Stool

Pedestal Tables



30" High Black Table



42" High Black Table

Draped & Undraped Tables



Accessories



Chrome Easel



Retractable Stanchion



Wastebasket

STANDARD FURNITURE & ACCESSORIES ORDER FORM



New York Travel & Adventure Show

Deadline Date January 16, 2025

Jacob K. Javits Convention Center

January 25 - 26, 2025

RETURN TO: Expo Event Services • 1700 York Ave Suite 2T • New York, NY 10128 • Phone (201) 300 - 2782 • Fax (917) 591 - 8316 • Email: orders@expoeventservices.com

COMPANY _____ EMAIL ADDRESS _____ BOOTH NUMBER _____

AUTHORIZED CONTACT SIGNATURE _____ AUTHORIZED CONTACT - PLEASE PRINT _____ DATE _____

	Qty	Item	Discount Price	Standard Price	Color	Total Price
CHAIRS		Upholstered Chair	\$133.00	\$173.00	N/A	
		Tall Black Stool	\$170.00	\$221.00	N/A	
UNDRAPED TABLES		4' x 24" x 30" Undraped Table	\$123.00	\$160.00	N/A	
		6' x 24" x 30" Undraped Table	\$135.00	\$176.00	N/A	
		8' x 24" x 30" Undraped Table	\$154.00	\$200.00	N/A	
UNDRAPED COUNTERS		4' x 24" x 42" Undraped Counter	\$135.00	\$176.00	N/A	
		6' x 24" x 42" Undraped Counter	\$150.00	\$195.00	N/A	
		8' x 24" x 42" Undraped Counter	\$166.00	\$216.00	N/A	
DRAPED TABLES	Drape Table Colors: Black, Blue, Burgundy, Green, Gray, Red, White					
		4' x 24" x 30" High Draped Table	\$324.00	\$421.00		
		6' x 24" x 30" High Draped Table	\$362.00	\$471.00		
		8' x 24" x 30" High Draped Table	\$412.00	\$536.00		
		4th side Draped – 30"	\$140.00	\$182.00		
DRAPED COUNTERS	Drape Counter Colors: Black, Blue, Burgundy, Green, Gray, Red, White					
		4' x 24" x 42" High Draped Counter	\$247.00	\$321.00		
		6' x 24" x 42" High Draped Counter	\$288.00	\$374.00		
		8' x 24" x 42" High Draped Counter	\$328.00	\$426.00		
		4th side Draped – 42"	\$113.00	\$147.00		
DRAPE	Drape Counter Colors: Black, Blue, Burgundy, Green, Gray, Red, White					
		3' High Banjo Drape (4 ft. min. order)	\$27.00 /ft	\$35.00 /ft		
		8' High Banjo Drape (4 ft. min. order)	\$30.00 /ft	\$39.00 /ft		
PEDESTAL TABLES		30" x 30" High Pedestal Table	\$359.00	\$467.00	N/A	
		30" x 42" High Pedestal Table	\$408.00	\$530.00	N/A	
ACCESSORIES		Chrome Easel	\$86.00	\$112.00	N/A	
		Wastebasket	\$58.00	\$75.00	N/A	
		Retractable Stanchion	\$211.00	\$274.00	N/A	
		Coat Tree	\$86.00	\$112.00	N/A	

SUBTOTAL = _____ + TAX @ 8.875% = _____ = TOTAL _____

Payment Authorization Form must accompany order.

Any order received after Discount Deadline will be charged the Standard Rates *NO EXCEPTIONS*

Cancellation Policy: Items cancelled after move-in begins will result in a 50% re-stocking fee. There will be no refund for items called after installation. NO EXCEPTIONS.



2025
TRADE SHOW
KIT CATALOG

BLANC

Deadline Date: JANUARY 16, 2025



Blanc Sofa
Bright White Leather
75"W x 35"D x 35"H



Blanc Loveseat
Bright White Leather
54"W x 35"D x 35"H



Blanc Chair
Bright White Leather
33"W x 35"D x 35"H



Blanc Bench Ottoman
Bright White Leather
48"W x 24"D x 18"H



Blanc Cube Ottoman
Bright White Leather
17"Square x 17"H

WHISPER



Whisper Sofa
White Leather
87"W x 37"D x 35"H



Whisper Loveseat
White Leather
61"W x 37"D x 35"H



Whisper Chair
White Leather
35"W x 37"D x 35"H

WHISPER

Deadline Date: JANUARY 16, 2025



Whisper Bench Ottoman

White Leather
60"W x 24"D x 17"H



Whisper Square Ottoman

White Leather
40"Square x 17"H



Whisper Round Ottoman

White Leather
46"Round x 17"H

FUNCTION

Modular Seating Collection



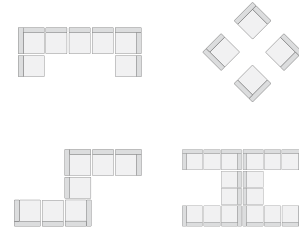
Function Armless Chair

White Leather
28"Square x 29"H



Function Corner

White Leather
28"Square x 29"H



CONTINENTAL

Modular Seating Collection



Continental Curved Loveseat

Bright White Leather
82"W x 34"D x 31"H



Continental Reverse Curved Loveseat

Bright White Leather
72"W x 34"D x 31"H



Continental Wedge Ottoman

Bright White Leather
30"W x 34"D x 19"H

TRADE SHOW FURNISHINGS / KIT CATALOG

CONTINENTAL

Modular Seating Collection

Deadline Date: JANUARY 16, 2025



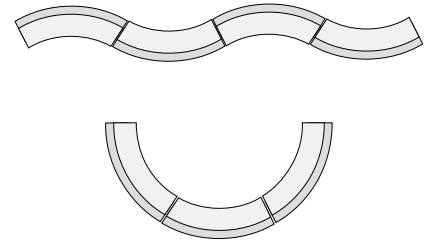
Continental Curved Bench

Bright White Leather
70"W x 26"D x 19"H



Continental Half Moon Ottoman

Bright White Leather
33"W x 19"D x 19"H



SOPHISTICATION

Modular Seating Collection



Sophistication Sofa

White Leather
72"W x 31"D x 48"H



Sophistication Loveseat

White Leather
48"W x 31"D x 48"H



Sophistication Chair

White Leather
24"W x 31"D x 48"H



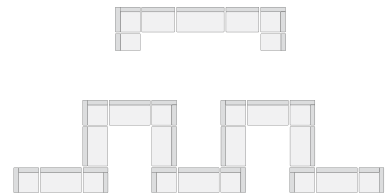
Sophistication Corner

White Leather
31"Square x 48"H



Sophistication Ottoman

White Leather
31"Square x 19"H



TRADE SHOW FURNISHINGS / KIT CATALOG

BOCA

Modular Seating Collection

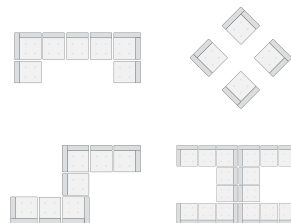
Deadline Date: JANUARY 16, 2025



Boca Corner
Black Leather
22"W x 27"D x 30"H



Boca Armless
Black Leather
27"Square x 30"H



METRO



Metro Sofa
Black Leather
85"W x 35"D x 35"H



Metro Loveseat
Black Leather
60"W x 35"D x 35"H



Metro Chair
Black Leather
35"Square x 35"H



Metro Square Ottoman
Black Leather
40"Square x 17"H



Metro Bench Ottoman
Black Leather
60"W x 24"D x 17"H

TRADE SHOW FURNISHINGS / KIT CATALOG

SUAVE MIDNIGHT

Deadline Date: JANUARY 16, 2025



Suave Midnight Sofa

Midnight Suede
77"W x 36"D x 33"H



Suave Midnight Loveseat

Midnight Suede
54"W x 36"D x 33"H



Suave Midnight Chair

Midnight Suede
32"W x 36"D x 33"H

GRAMMERCY

Modular Seating Collection



Grammercy Sofa

Charcoal Leather
82"W x 36"D x 36"H



Grammercy Loveseat

Charcoal Leather
57"W x 36"D x 36"H



Grammercy Chair

Charcoal Leather
28"W x 36"D x 36"H



Grammercy Corner

Charcoal Leather
36"Square x 36"H



Grammercy Round Ottoman

Charcoal Leather
46"Round x 17"H



Grammercy Square Ottoman

Charcoal Leather
40"Square x 17"H
Also Available in Bench Ottoman
60"W x 24"D x 17"H

TRADE SHOW FURNISHINGS / KIT CATALOG

PARMA

Deadline Date: JANUARY 16, 2025



Parma Sofa
Brown Leather
79"W x 37"D x 36"H



Parma Loveseat
Brown Leather
56"W x 37"D x 36"H



Parma Chair
Brown Leather
33"W x 37"D x 36"H



Parma Bench Ottoman
Brown Leather
60"W x 24"D x 17"H

MONTANA MOCHA



Montana Mocha Sofa
Mocha Tan Fabric
79"W x 35"D x 34"H



Montana Mocha Loveseat
Mocha Tan Fabric
57"W x 35"D x 34"H



Montana Mocha Chair
Mocha Tan Fabric
35"Square x 34"H

TRADE SHOW FURNISHINGS / KIT CATALOG

MADISON

Deadline Date: JANUARY 16, 2025



Madison Sofa

Tan Fabric
86"W x 34"D x 34"H



Madison Chair

Tan Fabric
33"W x 34"D x 34"H



Madison Sky Bench

Teal Fabric
48"W x 24"D x 17"H



Madison Ottoman - Willow

Green Fabric
24"Square x 17"H



Madison Ottoman - Sand Dollar

Tan Fabric
24"Square x 17"H



Madison Ottoman - Apricot

Orange Fabric
24"Square x 17"H



Madison Ottoman - Sunflower

Yellow Fabric
24"Square x 17"H

TRADE SHOW FURNISHINGS / KIT CATALOG

CHANDLER

Deadline Date: JANUARY 16, 2025



Chandler Sofa

Red Leather
76"W x 37"D x 35"H



Chandler Loveseat

Red Leather
53"W x 37"D x 35"H



Chandler Chair

Red Leather
31"W x 37"D x 35"H



Chandler Bench Ottoman

Red Leather
60"W x 24"D x 17"H

EVOKE



Evoke Sofa

Coffee Resin Frame with Tan Cushions
81"W x 35"D x 27"H



Evoke Chair

Coffee Resin Frame with Tan Cushions
33"W x 35"D x 27"H



Evoke Cocktail Table

Coffee Resin Frame
48"W x 24"D x 18"H

EVOKE

Deadline Date: JANUARY 16, 2025



Evoke End Table

Coffee Resin Frame
24"W x 28"D x 25"H



Evoke Cube Table

Coffee Resin Frame
18"Square x 18"H

NIKO



Niko Sofa

Grey Microfiber
81"W x 30"D x 38"H



Niko Loveseat

Grey Microfiber
58"W x 30"D x 38"H



Niko Chair

Grey Microfiber
31"W x 30"D x 38"H

STAGE CHAIRS



Midnight Stage Chair

Midnight Microfiber
25"W x 26"D x 37"H



Chamois Stage Chair

Beige Microfiber
25"W x 26"D x 37"H



Buckskin Stage Chair

Tan Microfiber
25"W x 26"D x 37"H

STAGE CHAIRS

Deadline Date: JANUARY 16, 2025



Empire Chair

Black Leather
 White Leather
 28"W x 32"D x 32"H



Monarch Chair

Bright White Leather
 28"Square x 30"H

OTTOMANS & BENCHES



Curved Bench

Continental White Leather
 70"W x 26"D x 19"H



Square Ottoman

Metro Black Leather
 Whisper White Leather
 Grammercy Charcoal Leather
 40"Square x 17"H



Bench Ottoman

Metro Black Leather
 Whisper White Leather
 Chandler Red Leather
 Grammercy Charcoal Leather
 Parma Brown Leather
 60"W x 24"D x 17"H



Essentials Storage Ottoman

White Leather with Locking Mechanism
 48"W x 24"D x 20"H
 Lock Not Included



Round Ottoman

Grammercy Charcoal Leather
 Whisper White Leather
 46"Round x 17"H



1/4 Round Ottoman

Grammercy Charcoal Leather
 Whisper White Leather
 34"W x 19"D x 17"H

OTTOMANS & BENCHES

Deadline Date: JANUARY 16, 2025



Madison Sky Bench

Teal Fabric
48"W x 24"D x 17"H



Madison Ottomans

Left to Right: Willow, Sand Dollar, Apricot, Sunflower
24"Square x 17"H

BANQUETTES



Essentials Banquette

White Leather
60"Round x 48"H (2 Pieces)



Whisper Banquette

White Leather
59"Round x 38"H (2 Pieces)



Grammercy Banquette

Charcoal Leather
59"Round x 38"H (2 Pieces)

TURNING BEDS



Essentials Turning Bed

White Leather
96"W x 48"D x 36"H

CUBE OTTOMANS

Deadline Date: JANUARY 16, 2025



Rubix Cube Ottomans

- | | |
|--|---|
|  Cherry |  Lemon |
|  Cromwell |  Lime |
|  Grape |  Mango |
- 18" Square x 18"H



Blanc Cube Ottoman

Bright White Leather
17" Square x 17"H



Whisper Cube Ottoman

White Leather
18" Square x 18"H



Metro Cube Ottoman

Black Leather
18" Square x 18"H



Essentials Turning Bed - Charged

Bright White Leather
96"W x 48"D x 25"H

**White slip cover available for black charging unit.
Maximum of 1 bed per power source.



Boca Corner - Charged

Bright White Leather
27"Square x 30"H

**Maximum of 4 daisy linked together per power source.*



Boca Chair - Charged

Bright White Leather
22"W x 27"D x 30"H

**Maximum of 4 daisy linked together per power source.*



Aspen Bar Table - Charged

White / Brushed Steel
72"W x 26"D x 42"H

**Maximum of 1 table per power source.*



Aspen Cocktail Table - Charged

White / Brushed Steel
48"W x 24"D x 18"H

**Maximum of 1 table per power source.*



White Conference Table - Charged

White
96"W x 43"D x 30"H

**Maximum of 1 table per power source.*



Patrice Table Chair - Charged

Bright White Leather
28"W x 31"D x 31"H

**Maximum of 6 daisy linked together per power source.*



Lincoln Bench - Charged

Bright White Leather
59"W x 39"D x 17"H

**Maximum of 3 daisy linked together per power source.*

OCCASIONAL TABLES

Deadline Date: JANUARY 16, 2025



Tribeca Tables

End Table Wood/Black
24"W x 28"D x 22"H
Console Table Wood/Black
48"W x 18"D x 30"H
Cocktail Table Wood/Black
48"W x 28"D x 19"H



Novel Tables

End Table Satin Steel
15"Square x 16"H
Cocktail Table Satin Steel
46"W x 15"D x 16"H



Aria Tables Red

End Table Red/Brushed Steel
24"W x 20"D x 22"H
Cocktail Table Red/Brushed Steel
44"W x 20"D x 18"H



Aria Tables Green

End Table Green/Brushed Steel
24"W x 20"D x 22"H
Cocktail Table Green/Brushed Steel
44"W x 20"D x 18"H



Aria Tables Blue

End Table Blue/Brushed Steel
24"W x 20"D x 22"H
Cocktail Table Blue/Brushed Steel
44"W x 20"D x 18"H



Aria Tables Purple

End Table Purple/Brushed Steel
24"W x 20"D x 22"H
Cocktail Table Purple/Brushed Steel
44"W x 20"D x 18"H



Aria Tables White

End Table White/Brushed Steel
24"W x 20"D x 22"H
Console Table White/Brushed Steel
44"W x 20"D x 30"H
Cocktail Table White/Brushed Steel
44"W x 20"D x 18"H

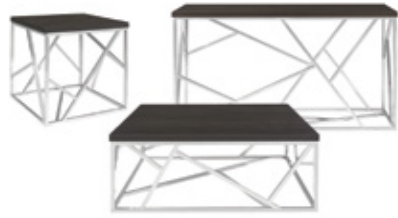


Aria Tables Charcoal

End Table Storm Grey/Brushed Steel
24"W x 20"H x 22"H
Console Table Storm Grey/Brushed Steel
44"W x 20"D x 30"H
Cocktail Table Storm Grey/Brushed Steel
44"W x 20"D x 18"H

OCCASIONAL TABLES

Deadline Date: JANUARY 16, 2025



Fuze Tables

- End Table Chrome/Zebrawood Laminate
24"Square x 23"H
- Console Table Chrome/Zebrawood Laminate
60"W x 16"D x 34"H
- Cocktail Table Chrome/Zebrawood Laminate
40"Square x 16"H



London Tables

- End Table Chrome/Marble
24"Square x 23"H
- Console Table Chrome/Marble
60"W x 16"D x 34"H
- Cocktail Table Chrome/Marble
40"Square x 16"H



Brooklyn Tables

- End Table Square - Chrome
22"Square x 20"H
- End Table Round - Chrome
20"Round x 20"H
- Cocktail Table Rectangle - Chrome
42"W x 24"D x 16"H
- Cocktail Table Round - Chrome
30"Round x 16"H



Vivid Tables

- End Table - Smoked Powder Coat Finish
26"Square x 21"H
- Console Table - Smoked Powder Coat Finish
50"W x 24"D x 30"H
- Cocktail Table - Smoked Powder Coat Finish
50"W x 24"D x 16"H



Rose Table

17"Round x 17"H



Zanzibar Table

17"Square



Cube End Tables

- Black 24"
 - White 24"
- 24"Square x 21"H



Cube Cocktail Tables

- Black 24"
 - White 24"
- 24"Square x 16"H



Hylton Tablet Table

White/Brushed Steel
18"W x 12"D x 28"H

BARS & BAR BACKS

Deadline Date: JANUARY 16, 2025



VIP Glow Bar 6'

Frosted Plexi with Built-in Wireless LED Kit
 72"W x 24"D x 42"H(Bar)
 13"D x 18"H (Shelf)
 *Includes remote control



VIP Glow Bar 4'

Frosted Plexi with Built-in Wireless LED Kit
 48"W x 24"D x 42"H(Bar)
 13"D x 18"H (Shelf)
 *Includes remote control



Bar

■ Black with 2 shelves in back
 □ White with 2 shelves in back
 48"W x 16"D x 42"H



Blox Bar Back

Walnut/Brushed Metal
 30"W x 16"D x 86"H
 Please Inquire About Shelf Dimensions



Piazza Bar Back

■ Black
 □ White
 44"W x 12"D x 79"H
 13"W x 14"H (Inside Shelf)

TRADE SHOW FURNISHINGS / KIT CATALOG

STOOLS

Deadline Date: JANUARY 16, 2025



Vienna Stool

- Gray Acrylic
 - Orange Acrylic
 - Teal Acrylic
- 17" Square x 39"H



Criss Cross Bar Stool

- Espresso Leather
 - White Leather
- 15"W x 19"D x 41"H



Colin Stool

- Natural Maple
- 20"W x 19"D x 46"H



Silk Back Bar Stool

- Black
 - Green
 - White
 - Purple
 - Blue
 - Red
- 17"W x 18"D x 42"H



Euro Bar Stool

- Black
- 22"W x 24"D x 42"H



Hourglass Bar Stool

- Black
 - White
- 18"W x 20"D x 43"H



Equino Stool

- Black
 - White
- 15"W x 13"D x 35"H

TRADE SHOW FURNISHINGS / KIT CATALOG

STOOLS

Deadline Date: JANUARY 16, 2025



Clara Stool
White
17"W x 21"D x 41"H



Marcus Bar Stool
Steel
17"Square (at footbase) x 29"H



Regal Stool
Brown Leather
19"W x 24"D x 45"H



Caprice Stool
Black Fabric
25"W x 26"D x 44"H



Sonic Stool
Black
22"W x 23"D x 42"H



Nexus Stool
White
19"W x 20"D x 44"H

CAFE CHAIRS



Vienna Chair
 ■ Gray Acrylic
 ■ Orange Acrylic
 ■ Teal Acrylic
 21"Square x 32"H



Silk Back Chair
 ■ Black ■ Green
 ■ White ■ Purple
 ■ Blue ■ Red
 17"W x 18"D x 34"H

CAFÉ CHAIRS

Deadline Date: JANUARY 16, 2025



Clara Chair
White
18"W x 21"D x 34"H



Leslie Chair
White
17"W x 21"D x 31"H



Criss Cross Chair
■ Espresso Leather
□ White Leather
17"W x 21"D x 35"H



Elio Chair
Steel
17"Square x 33"H



Caprice Chair
Black
25"W x 24"D x 32"H



Comet Chair
Black
23"W x 22"D x 32"H (With Arms)
19"W x 22"D x 32"H (Without Arms)



Regal Dining Chair
Brown Leather
19"W x 23"D x 38"H



Sonic Chair
Black
20"W x 21"D x 32"H



Nexus Chair
White
19"W x 22"D x 32"H

TRADE SHOW FURNISHINGS / KIT CATALOG

CAFÉ CHAIRS

Deadline Date: JANUARY 16, 2025



Colin Chair
Natural Maple
22"W x 19"D x 33"H

BAR TABLES



Euro Bar Table
Black/Black 30"
30"Round x 42"H
Black/Black 36"
36"Round x 42"H



Silk Bar Table
Black/Chrome 30"
30"Round x 42"H
Black/Chrome 36"
36"Round x 42"H



City Bar Table
Maple/Black 30"
30"Round x 42"H
Maple/Black 36"
36"Round x 42"H



Park Ave Bar Table
Maple/Chrome 30"
30"Round x 42"H
Maple/Chrome 36"
36"Round x 42"H



Summit Bar Table
White/Black 30"
30"Round x 42"H
White/Black 36"
36"Round x 42"H



Blanco Round Bar Table
White/Chrome 30"
30"Round x 42"H
White/Chrome 36"
36"Round x 42"H

BAR TABLES

Deadline Date: JANUARY 16, 2025



Fuze Bar Table

Zebra wood Laminate/Chrome
36" Square x 42"H



Blanco Square Bar Table

White/Chrome
24" Square x 42"H



Blanco Rectangle Bar Table

White/Chrome
72"W x 24"D x 42"H



Spectrum Bar Table Red

Red/Chrome
24" Square x 42"H



Spectrum Bar Table Blue

Blue/Chrome
24" Square x 42"H



Spectrum Bar Table Purple

Purple/Chrome
24" Square x 42"H



Spectrum Bar Table Green

Green/Chrome
24" Square x 42"H



Zinc Bar Table

Chrome
24" Round x 42"H

BAR TABLES

Deadline Date: JANUARY 16, 2025



Aspen Bar Table

White/Brushed Steel
72"W x 26"D x 42"H

CAFÉ TABLES



Euro Café Table

Black/Black 30"
30"Round x 30"H
Black/Black 36"
36"Round x 30"H



Silk Café Table

Black/Chrome 30"
30"Round x 30"H
Black/Chrome 36"
36"Round x 30"H



Park Ave Café Table

Maple/Chrome 30"
30"Round x 30"H
Maple/Chrome 36"
36"Round x 30"H



City Café Table

Maple/Black 30"
30"Round x 30"H
Maple/Black 36"
36"Round x 30"H



Summit Café Table

White/Black 30"
30"Round x 30"H
White/Black 36"
36"Round x 30"H



Blanco Café Table

White/Chrome 30"
30"Round x 30"H
White/Chrome 36"
36"Round x 30"H

CAFÉ TABLES

Deadline Date: JANUARY 16, 2025



Fuze Café Table
Zebrawood Laminate/Chrome
36"Square x 30"H



Blanco Square Café Table
White/Chrome Rectangle
24"Square x 30"H



Blanco Rectangle Café Table
White/Chrome Rectangle
72"W x 24"D x 30"H



Spectrum Café Table Red
Red/Chrome
24"Square x 30"H



Spectrum Café Table Blue
Blue/Chrome
24"Square x 30"H



Spectrum Café Table Purple
Purple/Chrome
24"Square x 30"H



Spectrum Café Table Green
Green/Chrome
24"Square x 30"H



Aspen Dining Table
White/Brushed Steel
72"W x 30"D x 30"H



Brio Dining Table
Reclaimed Grey Stone Finish/Brushed Bronze
96"W x 48"D x 30"H

TRADE SHOW FURNISHINGS / KIT CATALOG

OFFICE SEATING

Deadline Date: JANUARY 16, 2025



Tamiri High Back Chair

Black Leather
25"W x 27"D x 45"H



Tamiri Mid Back Chair

Black Leather
25"W x 27"D x 39"H



Tamiri Guest Chair

Black Leather
25"W x 27"D x 37"H



Accord Chair

■ Black
□ White
25"Square x 44"H



Goal Task Chair

Black
25"W x 24"D x 39"H



Goal Task Chair Armless

Black
21"W x 24"D x 39"H



Enterprise High Back Conference Chair

Black Fabric
25"W x 27"D x 45"H



Enterprise Mid Back Conference Chair

Black Fabric
24"W x 26"D x 39"H



Enterprise Guest Chair

Black Fabric
25"W x 27"D x 37"H

OFFICE SEATING

Deadline Date: JANUARY 16, 2025



Goal Drafting Stool

Black
25"W x 24"D x 48"H



Goal Drafting Stool Armless

Black
21"W x 24"D x 48"H

CONFERENCE TABLES



Conference Table Round

■ Black
■ Mahogany
42"Round x 29"H



Command 6' Conference Table

■ Black
■ Sirona
□ White
72"W x 36"D x 31"H



Command 8' Conference Table

■ Black
■ Sirona
□ White
96"W x 48"D x 31"H



Command 10' Conference Table

■ Black
■ Sirona
□ White
120"W x 48"D x 31"H

TRADE SHOW FURNISHINGS / KIT CATALOG

OFFICE FURNITURE

Deadline Date: JANUARY 16, 2025



Computer Kiosk

■ Black
□ White
24"Square x 42"H



Black Credenza

Black
60"W x 20"D x 29"H



Black Double Pedestal Desk

Black
60"W x 30"D x 29"H



5 Shelf Bookcase

■ Black
■ Mahogany
36"W x 12"D x 72"H



Genoa Kneespace Credenza

Mahogany 2 Filing Cabinets/2-Drawers
66"W x 20"D x 29"H



Genoa Executive Desk

Mahogany Double Pedestal-Locking Drawers
72"W x 36"D x 29"H



Genoa Storage Credenza

Mahogany 2 Filing Cabinets
2-Drawers-Inside Shelves
66"W x 20"D x 29"H

TRADE SHOW FURNISHINGS / KIT CATALOG

OFFICE FURNITURE

Deadline Date: JANUARY 16, 2025



Vivid Café Table Square

Clear Glass/Smoked Powder Coat Finish
42"Square x 30"H



Vivid Café Table Rectangle

Clear Glass/Smoked Powder Coat Finish
60"W x 36"D x 30"H



Brooklyn Rectangle Dining Table

Clear Glass/Chrome
60"W x 36"D x 30"H



Brooklyn Round Dining Table

Clear Glass/Chrome
42"Round x 30"H



Aspen Dining Table

White/Brushed Steel
72"W x 30"D x 30"H



Brio Dining Table

Reclaimed Grey Stone Finish/Brushed Bronze
96"W x 48"D x 30"H

TRADE SHOW FURNISHINGS / KIT CATALOG

METAL FILE & STORAGE CABINETS

Deadline Date: JANUARY 16, 2025



2-Drawer File

Black Letter
15"W x 25"D x 29"H
Black Legal
18"W x 25"D x 29"H



4-Drawer File

Black Letter
15"W x 25"D x 52"H
Black Legal
18"W x 25"D x 52"H



2-Drawer Lateral File

Black (Pictured)
36"W x 18"D x 27"H
Black (Not Pictured)
36"W x 20"D x 29"H



4-Drawer Lateral File

Black
36"W x 18"D x 54"H



Storage Cabinet

Black
36"W x 18"D x 72"H

TRADE SHOW FURNISHINGS / KIT CATALOG

PEDESTALS

Deadline Date: JANUARY 16, 2025



Display Pedestals 42"

- Black
14" Square x 42"H
- Black
24" Square x 42"H
- Black
18" Square x 42"H
- White
14" Square x 42"H



Display Pedestals 36"

- Black
14" Square x 36"H
- Black
24" Square x 36"H
- White
14" Square x 36"H
- White
24" Square x 36"H



Display Pedestals 30"

- Black
14" Square x 30"H
- Black
24" Square x 30"H
- Black
18" Square x 30"H
- White
14" Square x 30"H



Locking Pedestal

- Black
24" Square x 42"H
- White



Fuze Pedestal

- Zebrawood Laminate/Chrome
16" Square x 44"H



London Pedestal

- Marble/Chrome
16" Square x 44"H

TRADE SHOW FURNISHINGS / KIT CATALOG

MISCELLANEOUS ITEMS

Deadline Date: JANUARY 16, 2025



Stanchion

Chrome
41"H

Stanchion Rope

Red Velour
6'L



Nero Literature Rack

Black
15"W x 12"D x 54"H



Argento Literature Rack

Aluminum
15"W x 12"D x 54"H



Alto Literature Rack

Black/Metal
11"W x 10"D x 57"H



Compact Refrigerator

Black 4 Cu Ft
21"W x 22"D x 32"H

LIGHTING



Silo Grey Lamps

Table Lamp
25"H
Floor Lamp
70"H



Silo White Lamps

Table Lamp
25"H
Floor Lamp
70"H



Neutrino Floor Lamp

Steel
67"H

TRADE SHOW FURNISHINGS / KIT CATALOG



2025 Trade Show Order Form

AFR Sales Representative:

Email/Fax:

TRADE SHOW INFORMATION

Show Name		Company Name			
Show Dates		Onsite Contact Name			
Venue Name		Onsite Contact Cell #			
Venue Address		Delivery Date		Time	
		Pickup Date		Time	
Booth # and Name		Show Contractor			

All Furniture Subject to Availability

Terms & Conditions: **Payments:** 100% payment due prior to delivery to secure the order unless credit approved with AFR. You may be subject to additional charges by the drayage company for moving the furniture from the loading dock to the exhibit space. Please check your Exhibitor Manual.

Cancellation Fee: If cancelled within 3 days prior to delivery, a 100% charge will be applied.

Late Fee: All orders received within 14 days of the show opening will receive at 25% late fee. Show site orders will be based on availability and charged a 30% late fee.

Confirmation: Please email your sales team if you do not receive confirmation within 1-2 days of submitting this order form.

Item Number	Weight		Dimensions	Standard	Qty.	Total
Blanc (Pg. 48)						
18228-0847	100 lbs.	Blanc Bright White Leather Sofa	75"W x 35"D x 35"H	\$1,232.00		\$ -
18167-0614	90 lbs.	Blanc Bright White Leather Loveseat	54"W x 35"D x 35"H	\$1,175.00		\$ -
18284-0834	75 lbs.	Blanc Bright White Leather Chair	33"W x 35"D x 35"H	\$981.00		\$ -
18024-0072	40 lbs.	Blanc Bright White Leather Bench Ottoman	48"W x 24"D x 18"H	\$591.00		\$ -
18184-0274	15 lbs	Blanc Bright White Leather Cube Ottoman	17"Square	\$206.00		\$ -
Whisper (Pg. 48 & 49)						
18228-0607	115 lbs.	Whisper White Leather Sofa	87"W x 37"D x 35"H	\$1,175.00		\$ -
18167-0471	90 lbs.	Whisper White Leather Loveseat	61"W x 37"D x 35"H	\$1,126.00		\$ -
18284-0487	60 lbs.	Whisper White Leather Chair	35"W x 37"D x 35"H	\$935.00		\$ -
18024-0003	43 lbs.	Whisper White Leather Bench Ottoman	60"W x 24"D x 17"H	\$521.00		\$ -
18184-0034	65 lbs.	Whisper White Leather Square Ottoman	40"Square x 17"H	\$521.00		\$ -
18184-0038	64 lbs.	Whisper White Leather Round Ottoman	46"Round x 17"H	\$521.00		\$ -
Function (Pg. 49)						
18284-0554	38 lbs.	Function Bright White Leather Armless Chair	28"Square x 29"H	\$628.00		\$ -
18066-0016	27 lbs.	Function Bright White Leather Corner	28"Square x 29"H	\$675.00		\$ -
Continental (Pg. 49 & 50)						
18303-0006	105 lbs.	Continental Bright White Leather Curved Loveseat	82"W x 34"D x 31"H	\$1,212.00		\$ -
18304-0002	105 lbs.	Continental Bright White Leather Reverse Curved Loveseat	72"W x 34"D x 31"H	\$1,175.00		\$ -
18296-0006	35 lbs.	Continental Bright White Leather Wedge Ottoman	30"W x 34"D x 19"H	\$521.00		\$ -
18184-0283	75 lbs.	Continental Bright White Leather Curved Bench	70"W x 26"D x 19"H	\$615.00		\$ -
18184-0284	30 lbs.	Continental Bright White Leather Half Moon Ottoman	33"W x 19"D x 19"H	\$521.00		\$ -
Sophistication (Pg. 50)						
18228-0674	100 lbs.	Sophistication White Leather Sofa	72"W x 31"D x 48"H	\$1,212.00		\$ -
18167-0466	90 lbs.	Sophistication White Leather Loveseat	48"W x 31"D x 48"H	\$821.00		\$ -
18284-0563	60 lbs.	Sophistication White Leather Chair	27"W x 31"D x 48"H	\$615.00		\$ -
18066-0017	60 lbs.	Sophistication White Leather Corner	31"Square x 48"H	\$615.00		\$ -
18184-0130	40 lbs.	Sophistication White Leather Ottoman	31"Square x 19"H	\$463.00		\$ -
Boca (Pg. 51)						
18066-0026	38 lbs.	Boca Black Leather Corner	27"W x 27"D x 30"H	\$675.00		\$ -
18284-0786	28 lbs.	Boca Black Leather Armless	22"W x 27"D x 30"H	\$628.00		\$ -
Metro (Pg. 51)						
18228-0602	110 lbs.	Metro Black Leather Sofa	85"W x 35"D x 35"H	\$1,012.00		\$ -
18167-0467	90 lbs.	Metro Black Leather Loveseat	60"W x 35"D x 35"H	\$975.00		\$ -
18284-0482	75 lbs.	Metro Black Leather Chair	35"Square x 35"H	\$761.00		\$ -
18184-0179	65 lbs.	Metro Black Leather Square Ottoman	40"Square x 17"H	\$521.00		\$ -
18024-0008	43 lbs.	Metro Black Leather Bench Ottoman	60"W x 24"D x 17"H	\$521.00		\$ -
Suave Midnight (Pg. 52)						
18228-0085	105 lbs.	Suave Midnight Sofa	77"W x 36"D x 33"H	\$887.00		\$ -
18167-0069	80 lbs.	Suave Midnight Loveseat	54"W x 36"D x 33"H	\$770.00		\$ -
18284-0151	65 lbs.	Suave Midnight Chair	32"W x 36"D x 33"H	\$579.00		\$ -
Grammercy (Pg. 52)						
18228-0605	90 lbs.	Grammercy Charcoal Leather Sofa	82"W x 36"D x 36"H	\$1,126.00		\$ -
18167-0469	90 lbs.	Grammercy Charcoal Leather Loveseat	57"W x 36"D x 36"H	\$981.00		\$ -
18284-0485	40 lbs.	Grammercy Charcoal Leather Chair	28"W x 36"D x 36"H	\$628.00		\$ -
18066-0015	51 lbs.	Grammercy Charcoal Leather Corner	36"Square x 36"H	\$724.00		\$ -
18184-0036	64 lbs.	Grammercy Charcoal Leather Round Ottoman	46"Round x 17"H	\$521.00		\$ -
18184-0033	65 lbs.	Grammercy Charcoal Leather Square Ottoman	40"Square x 17"H	\$521.00		\$ -
Parma (Pg. 53)						
18228-0789	100 lbs.	Parma Brown Leather Sofa	79"W x 37"D x 36"H	\$1,012.00		\$ -
18167-0577	90 lbs.	Parma Brown Leather Loveseat	56"W x 37"D x 36"H	\$975.00		\$ -
18284-0710	75 lbs.	Parma Brown Leather Chair	33"W x 37"D x 36"H	\$761.00		\$ -

18024-0061	43 lbs.	Parma Brown Leather Bench Ottoman	60"W x 24"D x 17"H	\$521.00	\$	-
Montana Mocha (Pg. 53)						
18228-0784	100 lbs.	Montana Mocha Sofa	79"W x 35"D x 34"H	\$954.00	\$	-
18167-0573	90 lbs.	Montana Mocha Loveseat	57"W x 35"D x 34"H	\$838.00	\$	-
18284-0704	75 lbs.	Montana Mocha Chair	35"Square x 34"H	\$646.00	\$	-
Madison (Pg. 54)						
18228-0823	100 lbs.	Madison Sofa	86"W x 34"D x 34"H	\$1,175.00	\$	-
18284-0794	75 lbs.	Madison Chair	33"W x 34"D x 34"H	\$685.00	\$	-
18184-0256	35 lbs.	Madison Sky Bench	4"W x 24"D x 17"H	\$483.00	\$	-
18184-0252	20 lbs.	Madison Ottoman - Willow	24"Square x 17"H	\$309.00	\$	-
18184-0253	20 lbs.	Madison Ottoman - Sand Dollar	24"Square x 17"H	\$309.00	\$	-
18184-0254	20 lbs.	Madison Ottoman - Apricot	24"Square x 17"H	\$309.00	\$	-
18184-0255	20 lbs.	Madison Ottoman - Sunflower	24"Square x 17"H	\$309.00	\$	-
Chandler (Pg. 55)						
18228-0795	100 lbs.	Chandler Red Leather Sofa	76"W x 37"D x 35"H	\$1,012.00	\$	-
18167-0581	90 lbs.	Chandler Red Leather Loveseat	53"W x 37"D x 35"H	\$975.00	\$	-
18284-0717	75 lbs.	Chandler Red Leather Chair	31"W x 37"D x 35"H	\$761.00	\$	-
18024-0062	43 lbs.	Chandler Red Leather Bench Ottoman	60"W x 24"D x 17"H	\$521.00	\$	-
Evoke (Pg. 55 & 56)						
13229-0007	80 lbs.	Evoke Sofa	81"W x 35"D x 27"H	\$1,529.00	\$	-
13041-0015	40 lbs.	Evoke Chair	33"W x 35"D x 27"H	\$821.00	\$	-
13054-0011	20 lbs.	Evoke Cocktail Table	48"W x 24"D x 18"H	\$521.00	\$	-
13110-0009	20 lbs.	Evoke End Table	24"W x 28"D x 25"H	\$463.00	\$	-
13110-0008	10 lbs.	Evoke Cube Table	18"Square	\$328.00	\$	-
Niko (Pg. 56)						
18228-0858	100 lbs.	Niko Sofa	81"W x 30"D x 38"H	\$1,253.00	\$	-
18167-0622	85 lbs.	Niko Loveseat	58"W x 30"D x 38"H	\$1,145.00	\$	-
18284-0856	70 lbs.	Niko Chair	31"W x 30"D x 38"H	\$955.00	\$	-
Stage Chairs (Pg. 56 & 57)						
18284-0478	29 lbs.	Midnight Stage Chair	25"W x 26"D x 37"H	\$376.00	\$	-
18284-0477	29 lbs.	Chamois Stage Chair	25"W x 26"D x 37"H	\$376.00	\$	-
18284-0476	29 lbs.	Buckskin Stage Chair	25"W x 26"D x 37"H	\$376.00	\$	-
18284-0621	80 lbs.	Empire Chair - Black Leather	28"W x 32"D x 32"H	\$675.00	\$	-
18284-0564	80 lbs.	Empire Chair - White Leather	28"W x 32"D x 32"H	\$675.00	\$	-
18284-0785	24 lbs.	Monarch Chair	28"Square x 30"H	\$431.00	\$	-
Ottomans & Benches (Pg. 1: 57 & 58)						
18184-0283	75 lbs.	Continental Bright White Leather Curved Bench	70"W x 26"D x 19"H	\$615.00	\$	-
18184-0179	65 lbs.	Metro Black Leather Square Ottoman	40"Square x 17"H	\$521.00	\$	-
18184-0034	65 lbs.	Whisper White Leather Square Ottoman	40"Square x 17"H	\$521.00	\$	-
18184-0033	65 lbs.	Grammercy Charcoal Leather Square Ottoman	40"Square x 17"H	\$521.00	\$	-
18024-0008	43 lbs.	Metro Black Leather Bench Ottoman	60"W x 24"D x 17"H	\$521.00	\$	-
18024-0003	43 lbs.	Whisper White Leather Bench Ottoman	60"W x 24"D x 17"H	\$521.00	\$	-
18024-0062	43 lbs.	Chandler Red Leather Bench Ottoman	60"W x 24"D x 17"H	\$521.00	\$	-
18024-0002	43 lbs.	Grammercy Charcoal Leather Bench Ottoman	60"W x 24"D x 17"H	\$521.00	\$	-
18024-0061	43 lbs.	Parma Brown Leather Bench Ottoman	60"W x 24"D x 17"H	\$521.00	\$	-
18184-0192	70 lbs.	Essentials Storage Ottoman	48"W x 24"D x 20"H	\$724.00	\$	-
18184-0036	64 lbs.	Grammercy Charcoal Leather Round Ottoman	46"Round x 17"H	\$521.00	\$	-
18184-0038	64 lbs.	Whisper White Leather Round Ottoman	46"Round x 17"H	\$521.00	\$	-
18184-0256	35 lbs.	Madison Sky Bench	4"W x 24"D x 17"H	\$483.00	\$	-
18184-0252	20 lbs.	Madison Ottoman - Willow	24"Square x 17"H	\$309.00	\$	-
18184-0253	20 lbs.	Madison Ottoman - Sand Dollar	24"Square x 17"H	\$309.00	\$	-
18184-0254	20 lbs.	Madison Ottoman - Apricot	24"Square x 17"H	\$309.00	\$	-
18184-0255	20 lbs.	Madison Ottoman - Sunflower	24"Square x 17"H	\$309.00	\$	-
Banquettes & Turning Beds (Pg. 58)						
18011-0011	185 lbs.	Essentials White Leather Banquette (2 pcs)	60"Round x 48"H	\$1,529.00	\$	-
18011-0001	130 lbs.	Whisper White Leather Banquette (2 pcs)	59"Round x 38"H	\$1,529.00	\$	-
18011-0002	130 lbs.	Grammercy Charcoal Leather Banquette (2 pcs)	59"Round x 38"H	\$1,529.00	\$	-
02082-0033	200 lbs.	Essentials White Leather Turning Bed	96"W x 48"D x 34"H	\$1,838.00	\$	-
Cube Ottomans (Pg. 59)						
18184-0294	10 lbs.	Rubix Cube - Cherry	17"Square x 18"H	\$210.00	\$	-
18184-0295	10 lbs.	Rubix Cube - Cromwell	17"Square x 18"H	\$210.00	\$	-
18184-0296	10 lbs.	Rubix Cube - Grape	17"Square x 18"H	\$210.00	\$	-
18184-0293	10 lbs.	Rubix Cube - Lemon	17"Square x 18"H	\$210.00	\$	-
18184-0297	10 lbs.	Rubix Cube - Lime	17"Square x 18"H	\$210.00	\$	-
18184-0298	10 lbs.	Rubix Cube - Mango	17"Square x 18"H	\$210.00	\$	-
18184-0274	15 lbs.	Blanc Bright White Leather Cube	17"Square x 17"H	\$206.00	\$	-
18184-0129	15 lbs.	Whisper White Leather Cube Ottoman	18"Square x 18"H	\$206.00	\$	-
18184-0128	15 lbs.	Metro Black Leather Cube Ottoman	18"Square x 18"H	\$206.00	\$	-
Charged (Pg. 60)						
22100-0001	192 lbs.	Essentials Turning Bed w/Charging Station Insert	96"W x 48"D x 19"H	\$2,039.00	\$	-
22051-0001	40 lbs.	Boca Bright White Corner - Charged	27"W x 27"D x 30"H	\$770.00	\$	-
22050-0001	40 lbs.	Boca Bright White Armless - Charged	22"W x 27"D x 30"H	\$713.00	\$	-
22001-0001	80 lbs.	Aspen Bar Table - Charged	72"W x 26"D x 42"H	\$1,194.00	\$	-
22002-0002	55 lbs.	Aspen Cocktail Table - Charged	48"W x 24"D x 18"H	\$675.00	\$	-
22200-0001	230 lbs.	White Conference Table - Charged	96"W x 43"D x 30"H	\$1,607.00	\$	-

18284-0861	52 lbs.	Patrice Tablet Chair	28"W x 30.5"D x 31"H	\$743.00	\$	-
22052-0001	60 lbs.	Lincoln Bench - Charged	59"W x 39"D x 17"H	\$1,126.00	\$	-
Occasional Tables (Pg. 61 & 62)						
12107-0008	30 lbs.	Tribeca End Table	24"W x 28"D x 22"H	\$366.00	\$	-
12230-0005	40 lbs.	Tribeca Console Table	48"W x 18"D x 30"H	\$407.00	\$	-
12055-0008	50 lbs.	Tribeca Cocktail Table	48"W x 28"D x 19"H	\$386.00	\$	-
18024-0010	30 lbs.	Novel End Table	15"Square x 16"H	\$371.00	\$	-
18024-0011	50 lbs.	Novel Cocktail Table	46"W x 15"D x 16"H	\$521.00	\$	-
99-12304-05	10 lbs.	Aria Red End Table	24"W x 20"D x 22"H	\$366.00	\$	-
99-12050-05	20 lbs.	Aria Red Cocktail Table	44"W x 20"D x 18"H	\$386.00	\$	-
99-12304-03	10 lbs.	Aria Green End Table	24"W x 20"D x 22"H	\$366.00	\$	-
99-12050-03	20 lbs.	Aria Green Cocktail Table	44"W x 20"D x 18"H	\$386.00	\$	-
99-12304-06	10 lbs.	Aria Blue End Table	24"W x 20"D x 22"H	\$366.00	\$	-
99-12050-06	20 lbs.	Aria Blue Cocktail Table	44"W x 20"D x 18"H	\$386.00	\$	-
99-12304-04	10 lbs.	Aria Purple End Table	24"W x 20"D x 22"H	\$366.00	\$	-
99-12050-04	20 lbs.	Aria Purple Cocktail Table	44"W x 20"D x 18"H	\$386.00	\$	-
99-12304-01	10 lbs.	Aria White End Table	24"W x 20"D x 22"H	\$366.00	\$	-
99-12305-01	35 lbs.	Aria White Console Table	44"W x 20"D x 30"H	\$407.00	\$	-
99-12050-01	20 lbs.	Aria White Cocktail Table	44"W x 20"D x 18"H	\$386.00	\$	-
99-12304-02	10 lbs.	Aria Charcoal End Table	24"W x 20"D x 22"H	\$366.00	\$	-
99-12305-02	35 lbs.	Aria Charcoal Console Table	44"W x 20"D x 30"H	\$407.00	\$	-
99-12050-02	20 lbs.	Aria Charcoal Cocktail Table	44"W x 20"D x 18"H	\$386.00	\$	-
12107-0512	27 lbs.	Fuze End Table	24"Square x 23"H	\$361.00	\$	-
12230-0116	49 lbs.	Fuze Console Table	60"W x 16"D x 34"H	\$386.00	\$	-
12055-0453	55 lbs.	Fuze Cocktail Table	40"Square x 16"H	\$405.00	\$	-
12107-0493	27 lbs.	London End Table	24"Square x 23"H	\$361.00	\$	-
12230-0110	49 lbs.	London Console Table	60"W x 16"D x 34"H	\$386.00	\$	-
12055-0428	55 lbs.	London Cocktail Table	40"Square x 16"H	\$446.00	\$	-
12107-0494	21 lbs.	Brooklyn II Square End Table	22"W x 22"D x 20"H	\$339.00	\$	-
12107-0495	15 lbs.	Brooklyn II Round End Table	20"Round X 20"H	\$339.00	\$	-
12055-0429	35 lbs.	Brooklyn II Rect Cocktail Table	42"W x 24" X 16"H	\$376.00	\$	-
12055-0430	25 lbs.	Brooklyn II Round Cocktail Table	30"Round X 16"H	\$376.00	\$	-
12107-0282	35 lbs.	Vivid End Table	26"Square x 21"H	\$366.00	\$	-
12230-0081	62 lbs.	Vivid Console Table	50"W x 24"D x 30"H	\$407.00	\$	-
12055-0273	50 lbs.	Vivid Cocktail Table	50"W x 24"D x 16"H	\$386.00	\$	-
12003-0038	15 lbs.	Rose Table	17"Round x 17"H	\$407.00	\$	-
12003-0039	20 lbs.	Zanzibar Table	17"Square	\$407.00	\$	-
12107-0296	50 lbs.	24" Cube End Table - Black	24"Square x 21"H	\$376.00	\$	-
12107-0297	55 lbs.	24" Cube End Table - White	24"Square x 21"H	\$376.00	\$	-
12055-0285	40 lbs.	24" Cube Cocktail Table - Black	24"Square x 16"H	\$366.00	\$	-
12055-0286	40 lbs.	24" Cube Cocktail Table - White	24"Square x 16"H	\$366.00	\$	-
12107-0467	13 lbs.	Hylton Tablet Table	18"W x 12"D x 28"H	\$328.00	\$	-
Bars & Bar Backs (Pg. 63)						
05012-0076	185 lbs.	VIP Glow Bar 6'	72"W x 24"D x 42"H	\$1,338.00	\$	-
05012-0075	130 lbs.	VIP Glow Bar 4'	48"W x 24"D x 42"H	\$616.00	\$	-
05012-0053	70 lbs.	Black Bar - 2 Shelf	48"W x 16"D x 42"H	\$616.00	\$	-
05012-0054	70 lbs.	White Bar - 2 Shelf	48"W x 16"D x 42"H	\$616.00	\$	-
12112-0010	60 lbs.	Blox Bar Back	30"W x 16"D x 86"H	\$770.00	\$	-
05001-0017	150 lbs.	Piazza Bar Back - Black	44"W x 12"D x 80"H	\$724.00	\$	-
05001-0018	150 lbs.	Piazza Bar Back - White	44"W x 12"D x 80"H	\$724.00	\$	-
Bar Stools (Pg. 63 & 64)						
05237-0264	15 lbs.	Vienna Stool - Gray	17"Square x 39"H	\$386.00	\$	-
05237-0263	15 lbs.	Vienna Stool - Orange	17"Square x 39"H	\$386.00	\$	-
05237-0262	15 lbs.	Vienna Stool - Teal	17"Square x 39"H	\$386.00	\$	-
05237-0038	15 lbs.	Criss Cross Bar Stool - Espresso	15"W x 19"D x 41"H	\$347.00	\$	-
05237-0039	15 lbs.	Criss Cross Bar Stool - White	15"W x 19"D x 41"H	\$347.00	\$	-
05237-0305	17 lbs.	Colin Stool	20"W x 19"D x 46"H	\$290.00	\$	-
99-05237-01	20 lbs.	Silk Back Bar Stool - Black	17"W x 18"D x 42"H	\$328.00	\$	-
99-05237-02	20 lbs.	Silk Back Bar Stool - White	17"W x 18"D x 42"H	\$328.00	\$	-
99-05237-06	20 lbs.	Silk Back Bar Stool - Blue	17"W x 18"D x 42"H	\$328.00	\$	-
99-05237-03	20 lbs.	Silk Back Bar Stool - Green	17"W x 18"D x 42"H	\$328.00	\$	-
99-05237-04	20 lbs.	Silk Back Bar Stool - Purple	17"W x 18"D x 42"H	\$328.00	\$	-
99-05237-05	20 lbs.	Silk Back Bar Stool - Red	17"W x 18"D x 42"H	\$328.00	\$	-
05237-0221	20 lbs.	Euro Bar Stool - Black	22"W x 24"D x 42"H	\$328.00	\$	-
05237-0270	40 lbs.	Hourglass Bar Stool - Black	18"W x 20"D x 43"H	\$359.00	\$	-
05237-0271	40 lbs.	Hourglass Bar Stool - White	18"W x 20"D x 43"H	\$359.00	\$	-
05237-0160	35 lbs.	Equino Bar Stool - Black	15"W x 13"D x 35"H	\$359.00	\$	-
05237-0041	35 lbs.	Equino Bar Stool - White	15"W x 13"D x 35"H	\$359.00	\$	-
05237-0298	16 lbs.	Clara Stool	17"W x 21"D x 41"H	\$347.00	\$	-
05237-0215	15 lbs.	Marcus Stool	18"Square x 29"H	\$262.00	\$	-
05237-0156	20 lbs.	Regal Stool	19"W x 24"D x 45"H	\$359.00	\$	-
05237-0169	25 lbs.	Caprice Stool	25"W x 26"D x 44"H	\$359.00	\$	-
05237-0042	15 lbs.	Sonic Stool	22"W x 23"D x 42"H	\$290.00	\$	-
05237-0300	6 lbs.	Nexus Stool	19"W x 20"D x 44"H	\$300.00	\$	-
Café Chairs (Pg. 65, 66, & 67)						

05035-0032	15 lbs.	Vienna Chair - Gray	21"Square x 32"H	\$243.00	\$	-
05035-0031	15 lbs.	Vienna Chair - Orange	21"Square x 32"H	\$243.00	\$	-
05035-0030	15 lbs.	Vienna Chair - Teal	21"Square x 32"H	\$243.00	\$	-
99-05035-10	20 lbs.	Silk Back Armless Chair - Black	17"W x 18"D x 34"H	\$206.00	\$	-
99-05035-11	20 lbs.	Silk Back Armless Chair - White	17"W x 18"D x 34"H	\$206.00	\$	-
99-05035-15	20 lbs.	Silk Back Armless Chair - Blue	17"W x 18"D x 34"H	\$206.00	\$	-
99-05035-12	20 lbs.	Silk Back Armless Chair - Green	17"W x 18"D x 34"H	\$206.00	\$	-
99-05035-13	20 lbs.	Silk Back Armless Chair - Purple	17"W x 18"D x 34"H	\$206.00	\$	-
99-05035-14	20 lbs.	Silk Back Armless Chair - Red	17"W x 18"D x 34"H	\$206.00	\$	-
05035-0051	11 lbs.	Clara Chair	18"W x 21"D x 35"H	\$231.00	\$	-
05035-0008	10 lbs.	Leslie Chair	17"W x 21"D x 31"H	\$183.00	\$	-
05035-0010	15 lbs.	Criss Cross Chair - Espresso	17"W x 21"D x 35"H	\$185.00	\$	-
05035-0011	15 lbs.	Criss Cross Chair - White	17"W x 21"D x 35"H	\$185.00	\$	-
05035-0023	24 lbs.	Elio Chair	17"Square x 33"H	\$206.00	\$	-
14233-0025	20 lbs.	Caprice Chair - Black	25"W x 24"D x 32"H	\$206.00	\$	-
14233-0005	20 lbs.	Comet Stack Chair - Arms	23"W x 22"D x 32"H	\$282.00	\$	-
14233-0006	15 lbs.	Comet Stack Chair - Armless	19"W x 22"D x 32"H	\$262.00	\$	-
05221-0039	20 lbs.	Regal Dining Chair	19"W x 23"D x 38"H	\$290.00	\$	-
14233-0016	10 lbs.	Sonic Chair	20"W x 21"D x 32"H	\$206.00	\$	-
05035-0050	5 lbs.	Nexus Chair	19"W x 22"D x 32"H	\$243.00	\$	-
05035-0052	12 lbs.	Colin Chair	22"W x 19"D x 33"H	\$206.00	\$	-
Bar Tables (Pg. 67, 68, & 69)						
99-05245-01	34 lbs.	Euro Bar Table Black/Black 30" Round	30"Round x 42"H	\$366.00	\$	-
99-05245-02	41 lbs.	Euro Bar Table Black/Black 36" Round	36"Round x 42"H	\$376.00	\$	-
99-05245-04	30 lbs.	Silk Bar Table Black/Chrome 30" Round	30"Round x 42"H	\$366.00	\$	-
99-05245-05	37 lbs.	Silk Bar Table Black/Chrome 36" Round	36"Round x 42"H	\$376.00	\$	-
99-05245-14	34 lbs.	City Bar Table Maple/Black 30" Round	30"Round x 42"H	\$366.00	\$	-
99-05245-15	41 lbs.	City Bar Table Maple/Black 36" Round	36"Round x 42"H	\$376.00	\$	-
99-05245-07	30 lbs.	Park Ave Bar Table Maple/Chrome 30" Round	30"Round x 42"H	\$366.00	\$	-
99-05245-08	37 lbs.	Park Ave Bar Table Maple/Chrome 36" Round	36"Round x 42"H	\$376.00	\$	-
99-05245-16	34 lbs.	Summit Bar Table White/Black 30" Round	30"Round x 42"H	\$366.00	\$	-
99-05245-17	41 lbs.	Summit Bar Table White/Black 36" Round	36"Round x 42"H	\$376.00	\$	-
99-05245-10	30 lbs.	Blanco Bar Table White/Chrome 30" Round	30"Round x 42"H	\$366.00	\$	-
99-05245-11	37 lbs.	Blanco Bar Table White/Chrome 36" Round	36"Round x 42"H	\$376.00	\$	-
99-05245-22	43 lbs.	Fuze Bar Table	36"Square x 42"H	\$377.00	\$	-
99-05245-12	28 lbs.	Blanco Bar Table - White/Chrome 24"Square	24"Square x 42"H	\$366.00	\$	-
99-05245-13	69 lbs.	Blanco Rectangle Bar Table - White/Chrome	72"W x 24"D x 42"H	\$569.00	\$	-
99-05245-20	28 lbs.	Spectrum Bar Table - Red	24"Square x 42"H	\$397.00	\$	-
99-05245-21	28 lbs.	Spectrum Bar Table - Blue	24"Square x 42"H	\$397.00	\$	-
99-05245-18	28 lbs.	Spectrum Bar Table - Purple	24"Square x 42"H	\$397.00	\$	-
99-05245-19	28 lbs.	Spectrum Bar Table - Green	24"Square x 42"H	\$397.00	\$	-
05202-0049	50 lbs.	Zinc Bar Table	24"Round x 42"H	\$549.00	\$	-
05204-0001	75 lbs.	Aspen Bar Table	72"W x 26"D x 42"H	\$1,021.00	\$	-
Café Tables (Pg. 69 & 70)						
99-05036-01	30 lbs.	Euro Café Table Black/Black 30" Round	30"Round x 30"H	\$366.00	\$	-
99-05036-02	37 lbs.	Euro Café Table Black/Black 36" Round	36"Round x 30"H	\$376.00	\$	-
99-05036-04	27 lbs.	Silk Café Table Black/Chrome 30" Round	30"Round x 30"H	\$366.00	\$	-
99-05036-05	34 lbs.	Silk Café Table Black/Chrome 36" Round	36"Round x 30"H	\$376.00	\$	-
99-05036-07	27 lbs.	Park Ave Café Table Maple/Chrome 30" Round	30"Round x 30"H	\$366.00	\$	-
99-05036-08	34 lbs.	Park Ave Café Table Maple/Chrome 36" Round	36"Round x 30"H	\$376.00	\$	-
99-05036-14	30 lbs.	City Café Table Maple/Black 30" Round	30"Round x 30"H	\$366.00	\$	-
99-05036-15	37 lbs.	City Café Table Maple/Black 36" Round	36"Round x 30"H	\$376.00	\$	-
99-05036-16	30 lbs.	Summit Café Table White/Black 30" Round	30"Round x 30"H	\$366.00	\$	-
99-05036-17	37 lbs.	Summit Café Table White/Black 36" Round	36"Round x 30"H	\$376.00	\$	-
99-05036-10	27 lbs.	Blanco Café Table White/Chrome 30" Round	30"Round x 30"H	\$366.00	\$	-
99-05036-11	34 lbs.	Blanco Café Table White/Chrome 36" Round	36"Round x 30"H	\$376.00	\$	-
99-05036-22	40 lbs.	Fuze Café Table	36"Square x 30	\$416.00	\$	-
99-05036-12	25 lbs.	Blanco Café Table White/Chrome 24"Square	24"Square x 30"H	\$366.00	\$	-
99-05036-13	63 lbs.	Blanco Café Table White/Chrome Rectangle	72"W x 24"D x 30"H	\$569.00	\$	-
99-05036-20	25 lbs.	Spectrum Café Table - Red	24"Square x 29"H	\$397.00	\$	-
99-05036-21	25 lbs.	Spectrum Café Table - Blue	24"Square x 29"H	\$397.00	\$	-
99-05036-18	25 lbs.	Spectrum Café Table - Purple	24"Square x 29"H	\$397.00	\$	-
99-05036-19	25 lbs.	Spectrum Café Table - Green	24"Square x 29"H	\$397.00	\$	-
05090-0001	90 lbs.	Aspen Dining Table	72"W x 30"D x 30"H	\$876.00	\$	-
05088-0505	200 lbs.	Brio Dining Table	96"W x 48"D x 30"H	\$1,175.00	\$	-
Office Seating (Pg. 71 & 72)						
14136-0002	38 lbs.	Tamiri High Back Chair	25"W x 27"D x 45"H	\$463.00	\$	-
14176-0007	37 lbs.	Tamiri Mid Back Chair	27"Square x 39"H	\$407.00	\$	-
14128-0002	41 lbs.	Tamiri Guest Chair	25"W x 26"D x 37"H	\$376.00	\$	-
14136-0081	40 lbs.	Accord High Back Chair - Black	25"Square x 44"H	\$579.00	\$	-
14136-0010	40 lbs.	Accord High Back Chair - White	25"Square x 44"H	\$579.00	\$	-
14250-0013	36 lbs.	Goal Task Chair - Arms	25"Square x 39"H	\$309.00	\$	-
14250-0014	38 lbs.	Goal Task Chair Armless	21"W x 25"D x 39"H	\$282.00	\$	-
14136-0080	40 lbs.	Enterprise High Back Conference Chair	25"W x 27"D x 45"H	\$407.00	\$	-
14176-0046	35 lbs.	Enterprise Mid Back Conference Chair	24"W x 26"D x 39"H	\$376.00	\$	-

14128-0096	33 lbs.	Enterprise Guest Chair	25"W x 27"D x 37"H	\$347.00	\$	-
14307-0003	36 lbs.	Goal Black Drafting Stool - Arms	25"W x 24"D x 48"H	\$328.00	\$	-
14307-0004	30 lbs.	Goal Black Drafting Stool - Armless	21"W x 24"D x 48"H	\$309.00	\$	-
Conference Tables (Pg. 72)						
14062-0105	97 lbs.	42" Round Conference Table - Black	42" Round x 29"H	\$512.00	\$	-
14062-0106	97 lbs.	42" Round Conference Table - Mahogany	42" Round x 29"H	\$512.00	\$	-
14062-0297	90 lbs.	Command Conference Table - 6' Black	72"W x 36"D x 31"H	\$914.00	\$	-
14062-0303	90 lbs.	Command Conference Table - 6' Sirona	72"W x 36"D x 31"H	\$914.00	\$	-
14062-0300	90 lbs.	Command Conference Table - 6' White	72"W x 36"D x 31"H	\$914.00	\$	-
14062-0298	125 lbs.	Command Conference Table - 8' Black	96"W x 48"D x 31"H	\$981.00	\$	-
14062-0304	125 lbs.	Command Conference Table - 8' Sirona	96"W x 48"D x 31"H	\$981.00	\$	-
14062-0301	125 lbs.	Command Conference Table - 8' White	96"W x 48"D x 31"H	\$981.00	\$	-
14062-0299	182 lbs.	Command Conference Table - 10' Black	120"W x 48"D x 31"H	\$1,126.00	\$	-
14062-0305	182 lbs.	Command Conference Table - 10' Sirona	120"W x 48"D x 31"H	\$1,126.00	\$	-
14062-0302	182 lbs.	Command Conference Table - 10' White	120"W x 48"D x 31"H	\$1,126.00	\$	-
Office Furniture (Pg. 73 & 74)						
14309-0001	125 lbs.	Computer Kiosk - Black	24"Square x 42"H	\$751.00	\$	-
14179-0005	125 lbs.	Computer Kiosk - White	24"Square x 42"H	\$751.00	\$	-
14072-0108	225 lbs.	Black Credenza	60"W x 20"D x 29"H	\$675.00	\$	-
14083-0105	290 lbs.	Black Double Pedestal Desk	60"W x 30"D x 29"H	\$700.00	\$	-
14029-0098	56 lbs.	5 Shelf Bookcase - Black	36"W x 12"D x 72"H	\$724.00	\$	-
14029-0091	56 lbs.	5 Shelf Bookcase - Mahogany	36"W x 12"D x 72"H	\$724.00	\$	-
14072-0039	200 lbs.	Genoa Kneespace Credenza	66"W x 20"D x 29"H	\$675.00	\$	-
14083-0117	290 lbs.	Genoa Executive Desk	72"W x 36"D x 29"H	\$799.00	\$	-
14072-0038	225 lbs.	Genoa Storage Credenza	66"W x 20"D x 29"H	\$675.00	\$	-
05088-0365	70 lbs.	Vivid Café Table - Square	42"Square x 30"H	\$628.00	\$	-
05088-0364	90 lbs.	Vivid Café Table - Rectangle	60"W x 36"D x 30"H	\$724.00	\$	-
05088-0498	77 lbs.	Brooklyn II Rect Dining Table	60"W x 36"D x 30"H	\$751.00	\$	-
05088-0499	59 lbs.	Brooklyn II Round Dining Table	42" Round x 30"H	\$591.00	\$	-
05090-0001	90 lbs.	Aspen Dining Table	72"W x 30"D x 30"H	\$876.00	\$	-
05088-0505	200 lbs.	Brio Dining Table	96"W x 48"D x 30"H	\$1,175.00	\$	-
Metal File & Storage Cabinets (Pg. 75)						
14148-0001	35 lbs.	2 Drawer Vertical File - Letter Size Black	15"W x 25"D x 29"H	\$253.00	\$	-
14147-0001	35 lbs.	2 Drawer Vertical File - Legal Size Black	18"W x 25"D x 29"H	\$328.00	\$	-
14148-0002	45 lbs.	4 Drawer Vertical File - Letter Size Black	15"W x 25"D x 52"H	\$339.00	\$	-
14147-0002	45 lbs.	4 Drawer Vertical File - Legal Size Black	18"W x 25"D x 52"H	\$339.00	\$	-
14143-0006	100 lbs.	2 Drawer Lateral File - Black	36"W x 18"D x 27"H	\$339.00	\$	-
14143-0144	125 lbs.	2 Drawer Lateral File - Black	36"W x 20"D x 29"H	\$339.00	\$	-
14143-0008	170 lbs.	4 Drawer Lateral File - Black	36"W x 18"D x 54"H	\$415.00	\$	-
14034-0015	135 lbs.	Storage Cabinet - Black	36"W x 18"D x 72"H	\$415.00	\$	-
Pedestals (Pg. 76)						
12091-0023	50 lbs.	Display Pedestal 14" x 42" Black	14"Square x 42"H	\$503.00	\$	-
12091-0004	120 lbs.	Display Pedestal 24" x 42" Black	24"Square x 42"H	\$608.00	\$	-
12091-0002	55 lbs.	Display Pedestal 18" x 42" Black	18"Square x 42"H	\$560.00	\$	-
12091-0030	50 lbs.	Display Pedestal 14" x 42" White	14"Square x 42"H	\$503.00	\$	-
12091-0024	45 lbs.	Display Pedestal 14" x 36" Black	14"Square x 36"H	\$425.00	\$	-
12091-0034	75 lbs.	Display Pedestal 24" x 36" Black	24"Square x 36"H	\$608.00	\$	-
12091-0031	45 lbs.	Display Pedestal 14" x 36" White	14"Square x 36"H	\$425.00	\$	-
12091-0033	75 lbs.	Display Pedestal 24" x 36" White	24"Square x 36"H	\$608.00	\$	-
12091-0025	40 lbs.	Display Pedestal 14" x 30" Black	14"Square x 30"H	\$425.00	\$	-
12091-0003	80 lbs.	Display Pedestal 24" x 30" Black	24"Square x 30"H	\$608.00	\$	-
12091-0001	45 lbs.	Display Pedestal 18" x 30" Black	18"Square x 30"H	\$397.00	\$	-
12091-0032	40 lbs.	Display Pedestal 14" x 30" White	14"Square x 30"H	\$579.00	\$	-
14309-0001	125 lbs.	Locking Pedestal Black	24"Square x 42"H	\$407.00	\$	-
14179-0005	125 lbs.	Locking Pedestal White	24"Square x 42"H	\$397.00	\$	-
12091-0055	24 lbs.	Fuze Pedestal	16"Square x 44"H	\$751.00	\$	-
12091-0043	24 lbs.	London Pedestal	16"Square x 44"H	\$751.00	\$	-
Miscellaneous Items (Pg. 77)						
14189-0066	30 lbs.	Stanchion Chrome	41"H	\$117.00	\$	-
11526-0001	2 lbs.	Stanchion Rope - Red Velour	6' L	\$61.00	\$	-
14308-0009	8 lbs.	Nero Literature Stand - Black	15"W x 12"D x 53.5"H	\$282.00	\$	-
14308-0010	8 lbs.	Argento Literature Rack	15"W x 12"D x 53.5"H	\$290.00	\$	-
14308-0005	7 lbs.	Alto Literature Rack	10.5"W x 9.5"D x 57"H	\$521.00	\$	-
01209-0003	50 lbs.	Compact Refrigerator Black - 4.0 Cu Ft	21"W x 22"D x 32"H	\$425.00	\$	-
Lighting (Pg. 77)						
09392-0019	15 lbs.	Silo Grey Floor Lamp	70"H	\$255.00	\$	-
09417-0037	7 lbs.	Silo Grey Table Lamp	25"H	\$185.00	\$	-
09392-0018	15 lbs.	Silo White Floor Lamp	70"H	\$255.00	\$	-
09417-0036	7 lbs.	Silo White Table Lamp	25"H	\$186.00	\$	-
09392-0001	7 lbs.	Neutrino Steel Floor Lamp - Steel	67"H	\$262.00	\$	-



DO NOT MAIL ORDER FORM - Email / Fax Form ONLY

Please make payments payable to:

Expo Event Services Phone: (201) 300 - 2782
 141 Lanza Avenue Bldg 3C Fax: (917) 591 - 8316
 Garfield, NJ 07026 Email:

Total Product	\$	-
Late Fee %	\$	-
Sub Total	\$	-
Sales Tax %	\$	-
Total Amount Due	\$	-

Company Name	-	Credit Card Type	
Street Address		Credit Card #	
City		Card Holder	
State		Expiration Date	Security Code
Zip Code		Signature	
Name / Date of Show			
Booth Number	-	Date	
Contact Name		Email Address	
Contact Cell		Fax #	
Special Instructions:			

CULTIVATED

CATERING MENU



ABOUT US

WE CREATE
REMARKABLE
EXPERIENCES BY
BRINGING TOGETHER
THE BEST OF NEW YORK.
CULTIVATING
SUSTAINABLE PRACTICES.
& PERSONALIZING
EVERY MOMENT TO
DELIVER WORLD-CLASS
HOSPITALITY.

CULTIVATED

BY NEW YORK

The Javits Center has joined with Levy and CxRA to launch the hospitality brand CULTIVATED, a comprehensive and cutting-edge dining program that has reshaped and reimagined the food and beverage experience throughout the iconic venue. Our brand focuses on enhancing the hospitality experience with elements rooted in the Empire State, including more New York ingredients and producers, as well as unique dining presentations, products sourced on-site and signature high-end catering for the largest and most exclusive events in New York City.

To connect with us, contact CULTIVATED sales office at:
212-216-2400 | Services@CultivatedNY.com

To learn more about CULTIVATED, visit:

   [CultivatedNY](#) | [CultivatedNY.com](#)

SUSTAINABILITY

TOTAL FOOD UTILIZATION

Total Food Utilization refers to using the whole ingredient and minimizing food waste from food preparation. In the event that there is excess produce or even ugly produce, Cultivated chefs employ these foods in picklings, purees, soups, and more.

GREASE RECYCLING

The grease recycling program filters fryer oil to maximize usage and streamlines the changeover of spent oil with new oil.

FOOD RESCUE

Perishable produce, leftover food, bulk items, and excess prepped food are rescued and donated to local community partners.



WASTE MANAGEMENT

All kitchens sort waste into various streams to optimize waste diversion. Streams include compost, plastic, metal, glass, cardboard/paper, and landfill.

WATER COOLERS

We encourage the use of reusable water bottles by having many water coolers and stations throughout the building.

SKIP THE STRAW

Strawless lids allow guests to sip their drinks without a straw.

THE FARM

Spanning one acre on our rooftop, The Farm provides up to 40,000 pounds of produce a year that is incorporated into the meals we serve our guests.



THE FARM ICON

This icon denotes CULTIVATED food and beverage items that are made with ingredients harvested from our rooftop Farm, Greenhouse, Orchard, or Farmshelf.

JACOB'S HONEY

Jacob's Honey is the honey made from the hundreds of thousands of bees on the Javits Center green roof. It is used in the recipes and dishes served by CULTIVATED.

THE GREENHOUSE

The 3,500 sq ft all-season greenhouse is outfitted with a hydroponic growing system and benches for starting seedlings and growing microgreens.

A controlled environment allows for 365-day production and greater yields by providing consistent and near-ideal growing conditions. A vertical, stacked hydroponic system maximizes fields within a smaller footprint 2022 crops include head lettuce, basil, edible flowers, and culinary herbs.

BREAKFAST



BREAKFAST PACKAGES

MINIMUM OF 24 GUESTS | ALL BREAKFAST PACKAGES INCLUDE COFFEE/DECAF/GOURMET TEA AND FRESH SQUEEZED ORANGE JUICE

CHEF'S TABLE

THE CONTINENTAL EXPERIENCE

Local and Seasonal Sliced Fruit **V² AVG**

Basket of Freshly Baked Croissants and Danishes with Fruit Preserves and Butter **V**

Pre-Packaged Selection of Plain and Fruit Flavored Individual Yogurts **V AVG**

\$26.50 per person

CLASSIC BREAKFAST TABLE

Local and Seasonal Sliced Fruit **V² AVG**

Basket of Freshly Baked Croissants and Danishes with Fruit Preserves and Butter **V**

Eggs **V AVG**

Scrambled, Fried, or Frittata with Mushroom and Sun-Dried Tomatoes

Crispy Applewood Smoked Bacon/Chicken Apple Sausage/Pork Sausage **AVG**

Cultivated Breakfast Potato, Tossed with Herbs, Peppers, and Onions **AVG**

\$37 per person

HEALTHY AND FIT CONTINENTAL

Local and Seasonal Sliced Fruit **V² AVG**

Chia Seed Coconut Pudding with Seasonal Fruit Compote **V² AVG N**

Goji Berry Pistachio Squares **V² N**

Jacob's Honey Lemon Granola Bar **V N**

Old Fashioned Oats **V AVG**

Dried Fruit/Brown Sugar/Walnuts **N**/Pecans **N**/Granola

\$29.50 per person



PRICES DO NOT REFLECT THE TAXES AND SERVICE FEES

AVG=Avoiding Gluten **N**=Contains Nuts **V²**=Vegan **V**=Vegetarian

BREAKFAST À LA CARTE

MINIMUM OF 12 GUESTS

SANDWICHES

BACON, EGG, AND CHEESE

on a New York Bagel or Classic Roll

PASTRAMI EGG AND CHEESE

on a New York Bagel or Classic Roll

BREAKFAST ENGLISH MUFFIN **V**

Egg Whites, Spinach, Roasted Tomatoes, and Cheddar Cheese on an English Muffin

SUNRISE BREAKFAST SANDWICH

Scrambled Eggs, Chicken Sausage Patty, and Cheddar Cheese, on a Croissant

\$133 per dozen

NUCHAS EMPANADAS

Flavors sold by the dozen

SAUSAGE, EGG, AND CHEESE

SPINACH, EGG, AND CHEESE **V**

HAM AND CHEESE

\$133 per dozen

EGG

Tofu Scramble **V² AVG**

Frittata/Egg White Frittata **V AVG**
Spinach and Mushrooms/Bell Pepper and Scallion/
Tomato and Herb

Scrambled Eggs **V AVG**

Hard Boiled Eggs **V AVG**

Fried Eggs **V**

\$7 per person

'MEATS'

2-piece serving

Turkey Bacon **AVG**

Applewood Bacon **AVG**

Chicken Apple Sausage **AVG**

Pork Sausage **AVG**

Turkey Sausage **AVG**

1-piece serving

Veggie Sausage Patties **V²**

\$7 per person

POTATOES

Cauliflower and Sweet Potato Hash **V AVG**

Red Bliss Potatoes and Leek Hash **V AVG**

Root Vegetable Hash **V AVG**

Skillet Yukon Gold Potatoes and Pepper Hash **V AVG**

\$6 per person

OATMEAL STATION **V AVG**

Old Fashion Oats
Dried Fruit/Brown Sugar/Walnuts **N/**

Pecans **N/**Granola

\$61.50 per dozen

OVERNIGHT OATS **V² AVG**

Strawberry Shortcake/Banana Bread/
Cinnamon Bun

\$110 per dozen

One flavor per dozen

HALF-BAGEL

Smoked Salmon and Caviar

\$22.50 per piece

LOX DISPLAY **AVG:**

Smoked Salmon, Lemons, Capers, Red Onions

\$20.50 per person

Bagels must be purchased separately.

SEASONAL FRUIT **V² AVG**

Local and Seasonal Sliced Fruit platter
\$7 per person

Individual Fruit Cups
\$92 per dozen

Whole Fruit
Banana/Apple/Orange

\$49 per dozen

Fruit Skewers

5 pieces of fruit on a skewer
served with yogurt and honey
\$98 per dozen

YOGURT **V AVG**

Plain and Fruit Flavored Yogurt
\$80 per dozen

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BREAKFAST STATIONS

MINIMUM OF 24 GUESTS | POWER REQUIREMENTS*

BREAKFAST QUESADILLA STATION

Mushrooms and Spinach
Chorizo and Cheese
Bacon and Cheddar
Sour Cream, Pico de Gallo, Guacamole,
and Fire Roasted Tomato Salsa
\$19.50 per person

EGGS BENEDICT STATION

Requires a minimum of 2 chef attendants

Served on Toasted English Muffin

Classic

Poached Egg, Grilled Canadian Bacon, and Hollandaise

or

Italiano Rustica Benedict

Poached Egg, Sliced Prosciutto,
Sun-Dried Tomato, and Basil Hollandaise

For 24 to 200 attendees only

\$27.50 per person

OMELET STATION

Requires a minimum of 2 chef attendants

Whole egg and egg whites available

Local Cheddar Cheese, Swiss Cheese, Ham,
Smoked Bacon, Tomatoes, Onions, Mushrooms,
Sweet Peppers, and Fine Herbs

\$20.50 per person

TOAST BAR*

Whole Wheat
White Sourdough
Rye
Mutli Grain
Gluten Free Bread

Spreads

Butter
Cream Cheese
Strawberry Jam
Peanut Butter
Nutella
Avocado Spread **+\$7.50 per person**

\$25.50 per person

*Includes toaster.

*Power requirements for toaster: Dedicated 110V, 20 amp outlet (Client to place power order directly to Javits electrical team.)

FRENCH TOAST STATION **V**

Classic Brioche with Sweetened Mascarpone
Nutella **N**/Bananas Foster/ Maple Syrup/
Chocolate Chips/ Berries/ Chantilly Cream

\$16.50 per person

WAFFLE STATION **V**

Classic Belgium Waffle
Strawberry/Chantilly Cream/Berry Compote/Nutella **N**/
Maple Syrup

*Choice of action station with chef attendant
or pre-made in chafer

\$16.50 per person

ARTISANAL PANCAKE STATION **V**

Traditional Buttermilk Pancakes
Maple Syrup/Chocolate Chips/ Berries/Chantilly Cream

*Choice of action station with chef attendant
or pre-made in chafer

\$16.50 per person



*Please consult with your catering sales representative about power requirements.

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BAKERY

ASSORTED SWEETS

SPECIALTY DONUTS **V**

Glazed/Filled/Cake
\$72 per dozen

SLICED BREAKFAST BREADS **V**

Marble/Lemon Poppy/Orange **N**
\$66.50 per dozen

GOURMET MUFFINS **V**

Corn/Bran/Blueberry/Double Chocolate
\$57.50 per dozen

FRESHLY BAKED CROISSANTS **V**

Butter/Chocolate/Almond **N**
\$66.50 per dozen

FRESHLY BAKED BREAKFAST DANISH **V**

Cheese/Apple/Raspberry/Blueberry
\$57.50 per dozen

GOURMET BROWNIES AND BLONDIES **V**

Fudge Brownies/Chocolate Chip Blondies **N**
\$59.50 per dozen

HOMEMADE COOKIES **V**

Snickerdoodle/Oatmeal Raisin/Chocolate Chip
\$61.50 per dozen

SWEETS

CINNAMON ROLLS **V**

Topped with Vanilla Glaze
\$72 per dozen



SAVORY

CLASSIC BUTTERMILK BISCUITS **V**

Jam and Honey
\$57.50 per dozen

CHEDDAR AND CHIVE SCONES

\$57.50 per dozen

ASSORTED BAGELS **V**

Cream Cheese, Butter, and Jam
\$61.50 per dozen

GLUTEN FREE

BLUEBERRY MUFFIN **V² N**

\$70 per dozen

DOUBLE CHOCOLATE MUFFIN **N**

\$70 per dozen

APPLE MUFFIN **V² N**

\$70 per dozen

BANANA BREAD **V² N**

\$79 per dozen

ZUCCHINI BREAD **V² N**

\$84 per dozen

BROWNIE **N**

\$72 per dozen

CHOCOLATE CHUNK COOKIE **N**

\$74 per dozen

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SNACKS & BREAKS

SNACKS & BREAKS

MINIMUM OF 24 ORDERS

CULTIVATED SIGNATURE

GINGER ENERGY BALLS **V² AVG N**

Dates, Sesame Seeds,
and Maple Syrup
\$61.50 per dozen

GOJI BERRY PISTACHIO SQUARES **V² AVG N**

Oats, Flax Seed, and Agave Nectar
\$72 per dozen

JACOB'S HONEY LEMON GRANOLA BAR **V AVG N**

Roasted Almond, Coconut,
Chia Seeds and Oats
\$72 per dozen

CINNAMON APPLE HAND PIES **V**

Vanilla Glaze
\$72 per dozen

CHIA SEED COCONUT PUDDING **V² AVG N**

with Seasonal Fruit Compote
\$86 per dozen

GREEK YOGURT PARFAIT **V**

Mixed Berries, Honey, and Granola
\$110 per dozen

BLUEBERRY CLUSTERS **V²**

Dark Belgian Chocolate
\$61.50 per 12 person serving

SNACK BOX

MILANO BOX

Piave Cheese Wedge **V AVG**
Dried Mission Fig **V² AVG**
Soppressata Salami **AVG**
Grissini Sticks **V²**
Baci **N**
Marinated Olives **V² AVG**
\$16.50

THE FARMER BOX

Paprika Hash Goat Cheese **AVG**
Marinated Beets **V² AVG**
Baguette Croutons **V**
Grapes **V² AVG**
\$16.50

SOUTH BEACH

Mixed Berries **V² AVG**
Almonds, Cashews, and Walnuts **V² AVG N**
Rooftop Crudité Farm Vegetables with
Tzatziki **V AVG**
Chia Seed Coconut Pudding **V² AVG N**
Crispy Seaweed Chips **V² AVG**
\$15.50

THE DELI GOURMET

Red Beet Hummus **V² AVG**
Baby Carrot Stick **V² AVG**
Salted Pretzel **V**
Pita Chips **V² AVG**
Trail Mix **V N**
\$16.50

THE CITY BOX

Mini Quiche
Choice of
Vegetarian /Ham and Cheese/
Brie and Mushroom **V AVG**
Baby Carrot Sticks **V²**
M&M's **V AVG**
Mixed Berries **V² AVG**
\$16.50

THE BISTRO BOX

Charcuterie **AVG**
Salami and Prosciutto
Cheese **V AVG**
Brie and Manchego
Crackers **V**
Radish **V² AVG**
\$16.50

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SNACKS & BREAKS

DI FARA PIZZA

16 inches cut into 6 or 12 slices

CHEESE PIZZA **V**

\$49

PEPPERONI PIZZA

\$53

MEATBALL AND RICOTTA PIZZA

\$53

VEGETARIAN PIZZA **V**

Artichokes, Broccoli, and Black Olives

\$49

HOT DOG

Requires a catering server

HOT DOG KIT

1 Case of 70 Hot Dogs Buns

Includes

Ketchup, Relish, Cheese Sauce, Mustard, Sauerkraut, and Onions

Cultivated Paper Wrapping and Napkins

\$430

HOT DOG CART RENTAL

\$250

Note: This package is not available to services that take place in Javits North.

POPCORN

Requires a catering server

POPCORN CART RENTAL

Requires

Standard 110V, 11.20 Amps, 60hz, 1345 Watts, Single Phase

Dimensions

18.25 Inches Long, 16.25 Inches Wide, and 30.75 Inches Tall

\$275

POPCORN KERNEL KIT

(150) 2oz Servings and Popcorn Bags

\$215

Note: This package is not available to services that take place in Javits North.

PRETZEL

NEW YORK PRETZELS **V**

Hand-Rolled In-House. Traditional Salt, Cheddar Cheese, and Cinnamon Sugar.

Served with Stone Ground Mustard

\$100 per dozen

PRETZEL RACK

\$250 per day

PRETZEL WARMER

Requires

Dedicated 110V, 15/20 amp outlet (Electricity to be supplied by client, ordered through building contact)

\$250 per day



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SNACKS & BREAKS

SMOOTHIE BAR

Requires a catering server

ESSENTIAL PACKAGE

Minimum of 200 cup order

Includes 4 Hour Service, up to 200 Cups, Equipment, and Staff

\$2,950

Additional Cup
\$12

FLAVORS

Custom flavors available upon request

Mixed Berry Smoothie
\$12

Strawberry Orange
Banana Smoothie
\$12

Mango Pineapple Smoothie
\$12

Green Smoothie
\$13

Protein Shot
+\$2 per cup

Power requirements for blender
Dedicated 110V, 15/20 amp outlet
(power order to be placed by client)
Space for set up 6'w x 4'd
***Table is not included**

BUBBLE TEA BAR

Requires a catering server

ESSENTIAL PACKAGE

Minimum of 200 cup order

Includes 4 Hour Service, up to 200 Cups, Equipment, and Staff

\$2,950

Additional Cup
\$12

FLAVORS

Custom flavors available upon request

Taro
\$12

Thai Iced Tea
\$12

Mango Tea
\$12

Requires

Space for set up 6'w x 4'd
***Table is not included**

ICE CREAM CART

Requires a catering server and cart rental

HÄAGEN-DAZS ICE CREAM BAR KIT

Vanilla/Chocolate/Almond **N**
\$358 for 5 cases of 12

GOOD HUMOR ICE CREAM BAR KIT

Ice Cream Sandwich/Strawberry
Shortcake/Chocolate Eclair/
Cookie Sandwich
\$358 for 3 cases of 24

GELATYS HANDCRAFTED GELATO POPS

Pistachio/Coconut **N**/Blueberry
Yogurt/Chocolate/Multi-Fruit
\$369 for 5 cases of 10

ICE CREAM CART RENTAL

\$250 per day

Requires

Electrical service for services
more than 4 hours long



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DESSERT



MOCHI AVG

Minimum of 24 pieces
per flavor

MATCHA **V²**
RED BEAN
BLACK SESAME
SALTED CARAMEL
STRAWBERRY
PASSION FRUIT **V²**
CHOCOLATE HAZELNUT **V² N**

\$7.50
PER PIECE

TRUFFLES AVG

Minimum of 24 pieces
per flavor

MILK CHOCOLATE
Plain/Tiramisu/Champagne
WHITE CHOCOLATE
Vanilla
DARK CHOCOLATE
Raspberry/Coffee

\$49
PER DOZEN

DESSERT

Minimum of 12 orders per item

CLASSIC NEW YORK CANNOLI **V**

CARAMEL FLAN **V**

NEW YORK MINI BLACK
AND WHITE COOKIES **V**

KEY LIME PIE **V**
Whipped Cream

JUNIOR'S SIGNATURE
NY CHEESECAKE **V**
Berry Sauce

CARROT CAKE **V N**
Vanilla Bean Icing

TRES LECHES CAKE **V**

DOUBLE CHOCOLATE CAKE **V**
Wild Berry Sauce

SWEET EMPANADA **V N**
Apple, Cranberry, and Nutella

\$12
PER PIECE

PREMIUM DESSERT

Minimum of 12 orders per item

RASPBERRIES AND CREAM **V N**

Sponge Cake, Raspberries,
Mascarpone, and
Crushed Pistachios

CHOCOLATE MOUSSE **V**
Rich Chocolate, Heart of
Zabaione, and Chocolate Curls

TIRAMISU **V**
Espresso Short Cake,
Mascarpone Cream, and
Cocoa Powder

BERRY CRÈME BRÛLÉE **V AVG**
Raspberry Sauce, Creamy Custard,
and Berries Coated in Caramel

\$14
PER PIECE

DESSERT BAR

ASSORTMENT OF
CHEF SELECTED DESSERTS
4-5 depending on dessert size

\$16
PER PERSON

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LUNCH & DINNER

SIGNATURE CHEF'S TABLES

MINIMUM OF 24 GUESTS

NEW YORK

RED BEET SALAD **V² AVG N**

Roasted Beets, Arugula, Cara Cara Orange, Hazelnuts, and Shallots Vinaigrette

PENNE POMODORO **V**

Tomato, Basil, Parmigiano, and Olive Oil

HALF ROASTED CHICKEN **AVG**

Free Range Chicken, Lemon Chicken Jus, and Rosemary

ROASTED NY STRIP STEAK

Green Peppercorn Sauce

GREEN BEANS **V² AVG**

Sautéed in Garlic

JUNIOR'S CHEESECAKE **V**

Berry Compote

BRANZINO **AVG**

Olive Oil, Lemon, Parsley, and Capers
+\$15

\$66.50

SOUTHERN

CORNBREAD **V**

Whipped Butter

BUTTERMILK FRIED CHICKEN

Crispy Fried Chicken, and Javits Pickles

ST. LOUIS STYLE SPARE RIBS **AVG**

Sweet and Tangy Barbecue Sauce

CREAMY STONE GROUND GRITS **V AVG**

Slow Cooked Grits, and Cheddar Cheese

COLLARD GREENS **V AVG**

Slow Cooked, and Javits Honey

CAROLINA COLESLAW **V**

Classic Vinegar Dressing

BANANA PUDDING **V**

CAJUN GRILLED SHRIMP **AVG**

Scallions, Paprika, Black Pepper, and Lime
+\$15

\$66.50

MEXICAN

WATERMELON SALAD **V² AVG**

Jícama, Avocado, Toasted Sesame, Parsley, Celery Hearts, Arugula, and Tequila Dressing

STREET CORN **V AVG**

Chili, Lime, Mayo, and Cotija

EMPANADAS **V²**

Pinto Beans Epazote, and Chili Poblano

CHICKEN MOLE **AVG N**

Grilled Chicken Breast, Oregano, Epazote, and Red Mole

CARNE ASADA STYLE SKIRT STEAK **AVG**

Árbol Chili Steak Salsa

BLACK BEANS **V AVG**

Epazote, Sweet Onion, and Jalapeño

GREEN RICE **V² AVG**

Poblano Chili, Garlic, and Cilantro

TORTILLAS

Warm Flour Tortillas **V** and Corn Tostadas **V² AVG**

CARAMEL FLAN **V**

\$65.50

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SIGNATURE CHEF'S TABLES

MINIMUM OF 24 GUESTS

ITALIAN

TUSCAN KALE SALAD **V² AVG**

Artichokes, Lemon Zest, Mint, and Crispy Chickpeas

ANTIPASTI DI VERDURE **V² AVG**

Grilled Javits Garden Vegetables,
Bell Peppers, Eggplants, Zucchini,
Aged Balsamic, and Olive Oil

TUSCAN BEAN SOUP **V**

Cannellini Bean, Escarole,
Pecorino Cheese, and Virgin Olive Oil

CONCHIGLIE **V**

Baked Shell Pasta, Portobello Mushroom,
Parmigiano, and Gorgonzola Sauce

PORCHETTA **AVG**

Traditional Italian Roasted Pork, Garlic,
Raisin Preserve, and Thyme

POLLO ALLA GRIGLIA **AVG**

Half Roasted Chicken, Lemon, and Herb Sauce

TIRAMISU **V**

SWORDFISH

Grilled with Lemon, Oregano,
Chili, Breadcrumbs, and Olive Oil
+\$15

\$66.50

ASIAN

VIETNAMESE COLESLAW **AVG N**

Peanuts, Chili and Lime Dressing

BEEF SATAY **N**

Peanut Sauce

VEGETABLE SPRING ROLLS **V²**

Hoisin Sauce

FRIED RICE **AVG**

Red Peppers, Carrots, and Green Beans
Add Chicken \$2/Pork \$2.5/ Beef \$3/Shrimp \$3

GENERAL TSO'S CHICKEN

Sesame, Scallion, Soy, and Honey

KUNG PAO CAULIFLOWER **V² N**

Peanuts, Sesame, and Scallions

MOCHI ICE CREAM **AVG**

Matcha **V²**/Red Bean/Black Sesame

SNAPPER

Crispy Fried Snapper Filet in Sweet Chili Sauce
+\$15

\$66.50

GREEK

HORIATIKI SALAD **V AVG**

Traditional Garden Greek Salad

HTIPITI **V**

Spicy Feta Spread and Grilled Pita

SPANAKOPITA **V**

Traditional Spinach Pie Wrapped in Phyllo Dough

CHICKEN SOUVLAKI

Grilled Chicken, Lemon, Oregano, Tomato, Onion,
Lettuce, Tzatziki, Pita

MOUSSAKA

Layered Eggplant with Meat Sauce,
and Béchamel

BAKLAVA **V N**

Crispy Phyllo Pastry, Almonds, and Walnuts

BRANZINO **AVG**

Olive Oil, Lemon, Parsley, and Capers
+\$15

\$66.50

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LUNCH À LA CARTE

MINIMUM OF 24 GUESTS PER ITEM

PASTA

CONCHIGLIE **V**

Baked Shell Pasta, Portobello Mushroom, Parmigiano, and Gorgonzola Sauce

\$18.50

PENNE POMODORO **V**

Tomato, Basil, Parmigiano, and Olive Oil

\$18.50

FARFALLE

Slow Braised Short Rib Ragù

\$22.50



HOT SANDWICH

CLASSIC NY PASTRAMI

Whole Grain Mustard and Sauerkraut on Multi-Grain Baguette

CUBAN

Ham, Roasted Pork, Cheese, and Pickles on a Pressed Hero Bread

REUBEN

Corned Beef, Swiss Cheese, Sauerkraut, and Thousand Island Dressing on Rye Bread

GYRO

Chicken, Warm Grilled Pita, Pickled Onions, Sliced Tomato, Tzatziki Sauce

\$23.50
EACH



PREMIUM SANDWICH

ROASTED BUTTERNUT SQUASH **V²**

Balsamic Glazed Red Onion Rings and Watercress on Whole Wheat Roll

THE BEST ITALIAN SANDWICH

Genoa Salami, Prosciutto, Fresh Mozzarella, Roasted Peppers, Baby Arugula, and Basil Pesto Mayo on Ciabatta

\$21.50
EACH

SOUP

CORN SOUP **AVG V**

Javits Farm Corn, Cilantro, Extra Virgin olive oil

BUTTERNUT SQUASH **V² AVG N**

Cashew and Coconut

POTATO **AVG**

Leek and Bacon

TUSCAN BEAN **V**

Cannellini Bean, Escarole, Pecorino Cheese, and Virgin Olive Oil

\$12
EACH

PRICES DO NOT REFLECT THE TAXES AND SERVICE FEES

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LUNCH YOUR WAY

À LA CARTE, BOXED, OR CHEF'S TABLE

BOXED LUNCH

Minimum of 12 per flavor

CHOOSE

1 Sandwich **or** 1 Salad

AND

1 Snack **and** 1 Dessert

*Side salad enhancement available

\$33

CHEF'S TABLE

Minimum of 24 guests

CHOOSE

3 Sandwiches **or** 2 Salads

AND

1 Snack **and** 1 Dessert

*Sandwiches cut in half-portions

\$36

SNACK

Whole Seasonal Fruit **V² AVG**

Potato Chips **AVG**

Mini Pretzels **V**

Veggie Chips **V² AVG**

Popcorn **V AVG**

DESSERT

Chocolate Fudge Brownie

Vegan Brownie **V²**

Blondie **N**

Chocolate Chip Cookie

Black and White Cookie

Coffee Crumb Cake

SANDWICHES

Minimum of 12 per flavor

ORTIZ TUNA

Tuna Salad, Tomatoes, Red Pepper, Capers, Boiled Egg, Red Onions, Dijon Vinaigrette, and Bib Lettuce on Baguette

DOUBLE SMOKED TURKEY

Smoked Turkey, Double Brie Cream, Steak Tomatoes, Baby Spinach, and Cranberry Aioli on Multi-Grain Baguette

THE CHICKEN

Chicken Salad with Golden Raisins, Provolone, and Lettuce on Baguette

ROAST BEEF

Shaved Roast Beef, Lettuce, Tomatoes, Onion Jam, and Sharp Cheddar on Multi-Grain Baguette

NEW YORK BLACK FOREST HAM

Smoked Pit Ham, Gruyere, Lettuce, Pickled Chips, and Stone Ground Mustard Aioli on Multi-Grain Baguette

PORTOBELLO **V**

Grilled Marinated Portobello Mushroom Sandwich, Gorgonzola, and Arugula on Multi-Grain Baguette

CULTIVATED VEGETABLES **V²**

Spiced Zucchini, Yellow Squash, Eggplant, Tomato, and Red Pepper Hummus on Baguette

\$18.50

EACH

SALAD

Minimum of 12 per flavor

CHICKPEA SALAD **N**

Chorizo Seco, Cherry Tomato, Radishes, Cucumbers, and Arugula with Pesto Dressing

VIETNAMESE COLESLAW **AVG N**

Carrot, Cabbage, Mint, Cilantro, Thai Basil, Crispy Shallots, Toasted Peanuts, Chili and Lime Dressing

SOBA NOODLE **V² AVG**

Buckwheat Noodles, Snow Peas, Red Chili Peppers, Carrot, Edamame, Scallions, Cilantro, and Sesame Dressing

ORZO PASTA **V**

Kalamata Olives, Roasted Peppers, Sun-Dried Tomatoes, Chopped Parsley, Arugula, Feta Cheese, Red Wine Vinegar, and Olive Oil

CLASSIC CAESAR **V**

Romaine Heart, Baby Kale, House Croutons, Grated Parmesan, and Caesar Dressing

TRICOLOR QUINOA **V² AVG**

Greek Style Lemon Oregano Dressing

RED BEET **V² AVG N**

Roasted Beets, Arugula, Cara Cara Orange, Hazelnuts, and Shallots Vinaigrette

ROASTED CAULIFLOWER **V**

Kabocha Squash, Red Peppers, Farro, and Parsley with Feta Dressing

ROOFTOP FARM SEASONAL **V² AVG**

Roasted, Chopped Vegetable Salad, Oegano, Red Wine Vinaigrette

\$9.25

EACH HALF-PORTION

Chicken +\$3
Tofu +\$2.50

\$18.50

EACH FULL-SIZE

Chicken +\$6
Tofu +\$5

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RECEPTION



CLASSIC HORS D'OEUVRES

MINIMUM OF 24 PIECES | PASSED OR STATIONARY SERVICE

HOT

FRIED COCONUT SHRIMP **N**

Sweet and Sour Aioli, and Charred Scallion

FLAKY BEEF EMPANADAS

Sofrito Mayo

PINTO BEAN EMPANADAS **V²**

Chipotle Aioli

CONEY ISLAND DOG

Puff Pastry Crust, Everything Spice, and Whole Grain Mustard

MINI BRIOCHE **V**

Grilled Cheese and Tomato Bisque Shooter

MACARONI AND CHEESE BITES **V**

Crispy Panko Herb Crusted

CHICKEN SATAY

Peanut Cilantro Lime

POTATO AND SWEET PEA SAMOSAS **V**

Mint and Cilantro Yogurt

\$10.25
PER PIECE

COLD

GOAT CHEESE BRUSCHETTA **V**

with Roasted Beets and Micro Basil

TOMATO CAPRESE SKEWERS **V AVG N**

Mozzarella, Basil Pesto, and Balsamic Glaze

SMOKED SALMON **AVG**

Dill Crème Fraîche on Cucumber Cup

RED PEPPER HUMMUS **V² AVG**

Sun-Dried Tomatoes, Cucumber Cup, and Dill

MINI CRUDITÉS VERRINE **V² AVG**

Eggplant Caponata, and Fresh Herbs

MELON AND PROSCIUTTO **AVG**

Savor Melon, Basil, and Balsamic Glaze

SOBA NOODLE **V²**

Chili, Sesame, Yuzu, Ponzu

\$10.25
PER PIECE

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PREMIUM HORS D'OEUVRES

MINIMUM OF 24 PIECES | PASSED OR STATIONARY SERVICE

HOT

GOAT CHEESE AND HERB ARANCINI **V**

Tomato Chutney

BUTTERMILK BISCUIT CHICKEN SLIDER

Hot Honey Aioli, and Pickle Chips

GRILLED VEGETABLE SKEWERS **V**

Halloumi and Black Olive Tapenade

ONION SOUP-WICH

Truffle Gruyere Cheese and Caramelized Onion Jam

CROQUETAS DE JAMÓN

Ham and Cheese Croquettes

BRAISED SHORT RIBS **AVG**

Crispy Polenta and Carrot Chips

MINI BURGERS

Lettuce, Tomato, American Cheese, and Jake's Sauce

\$12.25
PER PIECE

COLD

KALUGA CAVIAR*

Red Onion, Boiled Egg, Crème Fraîche, and Potato Cake
+\$2

TACO DE ATÚN** **AVG**

Fresh Yellow Fin Tuna, Avocado, Cilantro, and Sesame

THAI SHRIMP SALAD **AVG N**

Pomelo, Coconut, and Holy Basil

SEARED STRIP STEAK

Shichimi, Potato Cake, and Japanese Pickled Aioli

SCALLOP CEVICHE* **AVG**

Cucumber, Red Chili, Lime, Yuzu, and Shiso

MINI LOBSTER ROLLS

Bao Bun, and Yuzu Mayo

PROSCIUTTO

Burratta, Fig Jam, and Balsamic Pearl Crostini

\$12.25
PER PIECE

*CONSUMING RAW OR UNDERCOOKED MEATS, POULTRY, SEAFOOD, SHELLFISH OR EGGS MAY INCREASE YOUR RISK OF FOOD BORNE ILLNESS

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RECEPTION STATIONS

MINIMUM OF 24 GUESTS

CULTIVATED VEGETABLE CRUDITÉS **V²**

Javits Rooftop Garden Fresh Raw Vegetable Display
Green Goddess, Almond Skordalia **N**, and Clasic Hummus
\$18.50 per person

ARTISANAL CHEESE BOARD **V**

Artisanal Local and Imported Cheeses,
Local Honey, Fig Preserve, Grapes, and Crostini
\$22.50 per person

MEDITERRANEAN MEZZE TABLE **V**

Roasted Garlic Hummus, Tzatziki, Baba Ganoush, Feta Dip,
Dolmathes, Citrus Marinated Olive Medley, Cured Tomatoes, and
Charred Grilled Bell Peppers, Zucchini and Eggplant, and Crispy Pita
\$22.50 per person

JAVITS WING STATION

Requires a minimum of 1 chef attendants

Classic Buffalo, BBQ, Honey Mustard, Vegetable Crudites from The Farm,
Green Goddess, Gorgonzola Dressing
\$22.50 per person

JAVITS MAGICAL ROOFTOP VEGETABLE FARM STAND **V²AVG**

Requires a minimum of 2 chef attendants

Seasonal Vegetables from our Rooftop Farm
Grilled/Roasted/Sautéed
Red Miso Sauce, Lemon Tahini, Huacatay Black Mint Pesto, and Htipiti
\$22.50 per person

Requires:

Double Heat Lamp

NUCHAS EMPANADAS STATION

Portobello Spinach and Mozzarella **V**
Adobo Chicken
Pinto Bean **V²**

Classic Argentine Ground Beef
Salsa: Aji Amarillo, Aji Panca, and Aji Rocoto **V**
\$23.50 per person

MAC AND CHEESE BAR

Classic Four Cheese Blend with Parmesan Herb Crust **V**
Gruyere Cream Sauce with Crispy Bacon
White Cheddar Sauce with Mushrooms and Spinach **V**
\$24.50 per person

MEATBALL BAR

Selection of Hand Crafted Meatballs

Traditional Beef Meatballs and Grandma's Gravy
Swedish Chicken Meatballs and Wild Mushroom Cream Sauce
Pork Meatballs, Basil, Fennel Seed, and All'Amatriciana
Accompanied by Warm Ciabatta Crostini and Olive Oil
\$24.50 per person



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RECEPTION STATIONS

MINIMUM OF 24 GUESTS

TACO BAR

Requires a minimum of 2 chef attendants

Carne Asada

Grilled Marinated Skirt Steak, and Sautéed Onion

Tinga de Pollo

Shredded Chicken Braised in Chipotle Tomato Sauce

Mexico's Famous Al Pastor

Marinated Grilled Pork, Pineapple, Cilantro, and Onions

Limes, Radishes, and Shredded Lettuce **AVG**

Salsa Picante, Salsa Verde, and Salsa Roja **AVG**

Pickled Red Onion **AVG**

Flour Tortilla and Corn Tortilla **V² AVG**

\$25.50 per person

ASIAN BITES

Selection of Pork, Shrimp, and Vegetables Dumplings

Crispy Vegetable Spring Rolls, Char Shu Pork Bao Buns, and Edamame

Ginger Soy, Sweet Chili, Plum, and Hoisin Sauce

\$25.50 per person

AL DENTE STATION

Requires a minimum of 2 chef attendants

Campanelle Cacio E Pepe **V**

Pasta Cooked in a Giant Cheese Wheel

Cavatelli Pasta Cultivated Basil Pesto **V N**

Tortellini with Sausage and Rustic Tuscan Salsa Di Pomodoro

\$26.50 per person

POKE BOWL CART

Requires a minimum of 2 chef attendants

All Poke is Served with Sushi Rice and Plantain Chips

Tuna, Sesame, Jalapeño, Watermelon,
Radish, Avocado, and Kabayaki Sauce

Shrimp, Pineapple, Jícama, Scallion, Edamame,
Chili, and Yuzu Ginger Ponzu

\$29 per person

CHARCUTERIE BOARD **N**

Genoa Salami, Soppresata, Prosciutto, Chorizo,
Marcona Almonds, Marinated Olives, Cornichon, and Baguettes

\$31 per person



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RECEPTION STATIONS

MINIMUM OF 24 GUESTS

QUESADILLAS

Selection of Chimichurri Marinated Skirt Steak
Al Pastor Chicken
Roasted Mushroom and Spinach **V**
Accompanied by Pico de Gallo, Salsa Verde,
Guacamole, Lime Wedges, and Hot Sauce
\$31 per person

OCEANA – RAW BAR STATION * **AVG**

Requires a minimum of 2 chef attendants

Maine Lobster
Oysters – Selection of the Northeast
Little Neck Clams
Jumbo Shrimp
Alaskan King Crab
Cocktail Sauce, Classic Mignonette, and Lemon
***Ice carvings available on request*
\$59.50 per person



CULTIVATED CARVERY

***Each station requires a minimum of 1 chef attendant*

TURKEY BREAST **

Cranberry Relish, Classic Gravy, and Roasted Heirloom Carrots
\$26.50 per person

PORK LOIN ** **AVG**

Garlic Jus and Roasted Broccoli
\$29 per person

LEG OF LAMB ** **AVG**

Greek Yogurt and Mint Sauce and Lemon Oregano Potatoes
\$38 per person

NEW YORK STRIP ** **AVG**

Béarnaise Sauce and Sautéed Exotic Mushrooms
\$39 per person

BEEF TENDERLOIN ** **AVG**

Port Wine Reduction and Grilled Asparagus
\$41 per person

PRIME RIB ** **AVG**

Bordelaise Jus and Robuchon Potato
\$43 per person

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PLATED MEALS

PLATED MEALS

MINIMUM OF 24 GUESTS | INCLUDES 1 SALAD, 1 ENTRÉE, AND 1 DESSERT

Entrées include freshly baked rolls, lavash, and butter, freshly brewed coffee, decaf coffee, and assorted hot teas

SALAD

CURED SMOKED SALMON

Radishes, Petite Romaine, Boursin Cheese, Marbled Rye Croutons, and Tarragon-Champagne Vinaigrette

PROSCIUTTO **AVG**

Baby Arugula, Cherry Grape Tomatoes, Watermelon, Micro Basil, Balsamic Pearls, and Olive Oil

BABY BRONZE AND GREEN ROMAINE **V**

Marinated Olives, Herbed Ciabatta Croutons, Parmesan Cheese, and Classic Caesar Dressing

UPLAND CRESS AND FRISÉE **V² AVG N**

Caramelized Walnuts, Poached Pear, NY Chatham Blue Cheese, and White Balsamic Vinaigrette

ASPARAGUS AND ARTICHOKE **V**

Upland Cress, Baby Tomatoes, Asiago Cheese, and Tarragon-Champagne Vinaigrette

HEIRLOOM TOMATO **V**

Aged Manchego Cheese Croutons, Watercress, Baby Bib Lettuce, Red Endive, and White Wine Vinaigrette

BABY ICEBERG WEDGES

Blue Cheese, Bacon, Baby Tomatoes, Red Onions, Garlic, Cheddar Cheese Croutons, and Pink Peppercorn Ranch

BABY GEM LETTUCE

Cotija Cheese, Smoked Bacon, Baby Tomatoes, Shaved Pickled Red Onions, and Ranch Dressing

SOUP

MINISTRONE **V² AVG**

Seven Herb Oil

NEW ENGLAND CLAM CHOWDER

Crispy Bacon

WILD MUSHROOM BISQUE **V² AVG**

Fresh Thyme and Truffle Oil

SMOKED CHICKEN AND BARLEY

White Truffle Oil

SWEET POTATO AND VEGETABLE CHOWDER **V²**

Wild Rice

LENTIL SOUP **V**

Bacon and Micro Arugula

*Enhancement \$10 per person

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PLATED MEALS

MINIMUM OF 24 GUESTS | INCLUDES 1 SALAD, 1 ENTRÉE, AND 1 DESSERT
Entrées include freshly baked rolls, lavash, and butter, freshly brewed coffee, decaf coffee, and assorted hot teas

ENTREE

GRILLED CHICKEN **N**

Creamy Pesto Orzo Pasta, Artichokes, Oven-Dried Tomatoes, Kalamata Olives, Pine Nuts, and Natural Chicken Jus

\$48 per person

LEMON PEPPER CHICKEN **AVG**

Lemon Preserve and Rosemary Jus, Butter Poached Asparagus, Roasted and Smashed Creamed Potatoes, Sea Salt, and EVOO

\$48 per person

RED SNAPPER A LA PROVENÇAL **AVG**

Pancetta, Tomato Beurre Blanc, Scalloped Zucchini, Tomatoes Tian, and Green Basil Risotto

\$51 per person



ENTREE

ROASTED EGGPLANT **V²**

Red Miso, Shiitake Mushrooms, Sesame, Cilantro, Scallions, and Kabayak sauce

\$48 per person

HERB-CRUSTED SALMON

Sun-Dried Tomatoes, Orange Sauce, Caramelized Sage, White Polenta Cake, and Seasonal Baby Vegetables

\$53 per person

GRILLED RIB-EYE **AVG**

Chili-Garlic Demi-Glace and Beurre Maître D'hôtel, Gorgonzola Cheese Scalloped Potatoes, Sautéed Haricot Vert, and Garlic Chips

\$64.50 per person

NEW YORK STRIP

Peppercorn Sauce, Sautéed Haricot Verts and Garlic Confit, Truffled Macaroni and Cheese, and Steeped Cherry Tomatoes

\$65.50 per person

SLOW-BRAISED BLACK LAGER BEEF SHORT RIB **AVG**

Guinness® Demi-Glace, Soft Stone Ground Polenta, and Caramelized Root Vegetables, and Crispy Kale

\$69.50 per person

FILET OF BEEF **AVG**

Perigourdine Sauce and Yukon Gold Pomme Purée

\$72 per person

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PLATED MEALS

MINIMUM OF 24 GUESTS | INCLUDES 1 SALAD, 1 ENTRÉE, AND 1 DESSERT
Entrées include freshly baked rolls, lavash, and butter, freshly brewed coffee, decaf coffee, and assorted hot teas

DUO ENTRÉE

SURF AND TURF

Grilled Filet of Beef with Sauce Au Poivre,
Butter Poached
Lobster Tail, Gratin Dauphinois,
Glazed Baby Carrots,
Sautéed French Beans with Garlic,
and Gremolata Crumbs

\$86 per person

DESSERT

CLASSIC NEW YORK CANNOLI **V**

CARAMEL FLAN **V**

NEW YORK MINI BLACK AND WHITE COOKIES **V**

KEY LIME PIE **V**

Whipped Cream

JUNIOR'S SIGNATURE NY CHEESECAKE **V**

Berry Sauce

CARROT CAKE **V N**

Vanilla Bean Icing

TRES LECHES CAKE **V**

DOUBLE CHOCOLATE CAKE **V**

Wild Berry Sauce

SWEET EMPANADA **V N**

Apple, Cranberry, and Nutella

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BEVERAGES

ALCOHOLIC BEVERAGE MENU
AVAILABLE UPON REQUEST



BEVERAGES

HOT

COFFEE AND TEA

El Dorado Coffee
Regular and decaf

Assorted Teas

Includes

Creamers
2% Milk/Skim Milk/
Half and Half/Soy Milk

Sweeteners
Sugar/Sugar in Raw/Splenda

Cups and Stirrers

\$67.50 per gallon

REALLY GOOD HOT CHOCOLATE

Mini Marshmallows, Chocolate
Shavings, and Whipped Cream

*3-gallon minimum *On flameless urn
\$68.50 per gallon

"MILK" CREAMER ENHANCEMENT

Almond/Cashew/Coconut/Oat
\$20.50 per 32oz carton



COLD

JUICE

Cranberry/Apple
\$123 per 3 gallons

FRESH SQUEEZED ORANGE JUICE

\$184.50 per 3 gallons

ICED TEA

Country Sweet/Unsweetened
Served with Fresh-Cut Lemons

*Sweetened with Jacob's Honey

\$47 per gallon

LEMONADE

Lemon-Basil/ Strawberry/
Watermelon

*Sweetened with Jacob's Honey
*3-gallon minimum

\$50 per gallon



BOTTLES/CANS

ASSORTED SOFT DRINKS

Coke/Diet Coke/Sprite
\$4.50 per 12oz can

INDIVIDUAL BOTTLED JUICE

\$6.50 per 15.2oz bottle

SNAPPLE

Lemon Tea/Diet Lemon Tea
\$5 per 32oz bottle

VITAMIN WATER

XXX
Açai-blueberry-pomegranate
Power C
Dragonfruit

\$5 per 20oz bottle

RED BULL

Regular/Sugar-free
\$9 per 12 oz can

BOTTLED*

**Advance order only*

SARANAC

Root Beer/Orange Cream/
Shirley Temple

\$5 per 12 oz bottle

BOYLAN'S

Blueberry Pomegranate Mash
\$8 per 16oz bottle

*MONTAUK

Raspberry Iced Tea/
Lemon Iced Tea
\$8 per 16oz bottle

GRADY'S COLD BREW

\$12 per 8oz bottle



SPECIALTY HANDCRAFTED COFFEE

NESPRESSO

NESPRESSO MACHINE

Includes

Cups, Stirrers, Napkins,
Assorted Sweeteners,
1 Gallon of Water, Creamers,
and 1 Sleeve of Nespresso Pods

\$250 per day

1 GALLON WATER JUG

Additional Jugs for Nespresso
Coffee Machine

\$15 per jug

COFFEE

7.77oz/230ml per pod
Intenso/Stormio/Odacio/
Melozio/Melozio Decaffeinato/
Hazelino Muffin

ESPRESSO

1.35oz/40ml per pod
Il Caffé

DOUBLE ESPRESSO

2.75oz/80ml per pod
Chiara

\$50 per 10 pod sleeve

ESPRESSO BAR

ESSENTIAL PACKAGE

Up to 4 Hours | 300 cups
\$2,300

Up to 8 Hours | 500 cups
\$2,800

Includes

Espresso Machine, Grinder, 100%
Arabica and Decaf Espresso Beans,
and 1 Trained/Professional Barista

*Option for Iced Latte, Iced Mocha,
and Iced Caramel Macchiato
\$300

Add-Ons

Additional Cup
\$5

Requires

Dedicated 110V, 15/20 amp outlet
(provided by client)

Machine size 15”h x 17”w x 21”d

Space for set up 6’w x 4’d

Table for set-up*: 6’w, 24” d, 42”h

*Table not provided

Additional service hours
are priced accordingly

ESPRESSO BAR

DELUXE PACKAGE

Up to 4 Hours | Unlimited
\$3,050

Up to 8 Hours | Unlimited
\$3,650

Includes

Espresso Machine, Grinder, 100%
Arabica and Decaf Espresso Beans,
and 1 Trained/Professional Barista

DaVinci Syrups to Flavor Any
Espresso Drink, Hot Teas,
and Hot Chocolate

Custom Logo/Branded
Coffee Sleeves

Add-Ons

Option for Iced Latte,
Iced Mocha, Iced Caramel
Macchiato, and Iced Chai Latte
\$510

Requires

Dedicated 110V, 20amp outlet
(provided and arranged by client via
Javits)

Machine size 15”h x 17”w x 21”d

Space for set up 6’w x 4’d

Table for set-up*: 6’w, 24” d, 42”h

*Table not provided

Additional service hours
are priced accordingly

ESPRESSO BAR

ADDITIONAL SERVICES

Cold Brew*
250 cups

\$495 a day with espresso bar
\$1,100 a day stand alone

Nitro Bar*
250 cups
\$1,840 per day

Flavored Syrup
Vanilla/Sugar-Free/Caramel/
Hazelnut/White Chocolate/
Marshmallow/Macadamia Nut/
English Toffee/Coconut/Peach
\$41 per 750ml bottle

Tricycle
\$250 per day

Branded Sleeve Cups
\$250 per day

Branded Napkins
\$250 per 1,000

Branded Bar
\$500 per day

Branded Cookies
Individually wrapped
\$100 per dozen

Ripple Maker
Custom Foam Branding
\$225 for a half day
\$395 for a full day

*Includes Barista Attendant
for 4 Hours

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WATER

STILL

DASANI BOTTLED WATER

\$3.50 for 16.09oz bottle | \$84 per case of 24

FIJI WATER

* 24 bottles minimum
\$6.50 per 16.9oz bottle

SARATOGA SPRINGS

\$5.25 for 12oz | \$10 for 280z

COOLERS & JUGS

WATER COOLERS

Electric Hot and Cold Water Dispenser
Touchless Electric Cold Water Dispenser

1 day \$100 | 3 days \$200

Additional day \$80

5 GALLON WATER JUG

\$38

Requires

2 dedicated lines:
1000 Watts and 1500 Watts
(provided by client)

Size including the jug: 4.6" h x 9.5" w x 10.5" d

SPARKLING

PERRIER

\$5.25 per 16.9oz bottle

SARATOGA SPRINGS

\$5.25 for 12oz | \$10 for 280z

SAN PELLEGRINO

Plain/Aranciata/Limonata

\$5.25 per 12oz bottle

HALS SELTZER

**Advance order only*

Original/Black Cherry

\$5.50 per 20oz bottle

NATURALLY INFUSED

3-gallon minimum required per flavor

CALM

Strawberry, Lemon, and Mint

\$67.50 per gallon

CLEANSE

Watermelon, Cucumber, and Lime

\$67.50 per gallon

ENERGIZED

Apple, Lime, and Carrot

\$67.50 per gallon



BAR À LA CARTE

LIQUOR/ MIXED DRINKS

PLATINUM LIQUOR
\$16.50

DELUXE LIQUOR
\$15.50

PREMIUM LIQUOR
\$14.50

PREMIUM WINE PER GLASS
\$12.25

CRAFT BEER
\$12.25

IMPORTED BEER
\$11.25

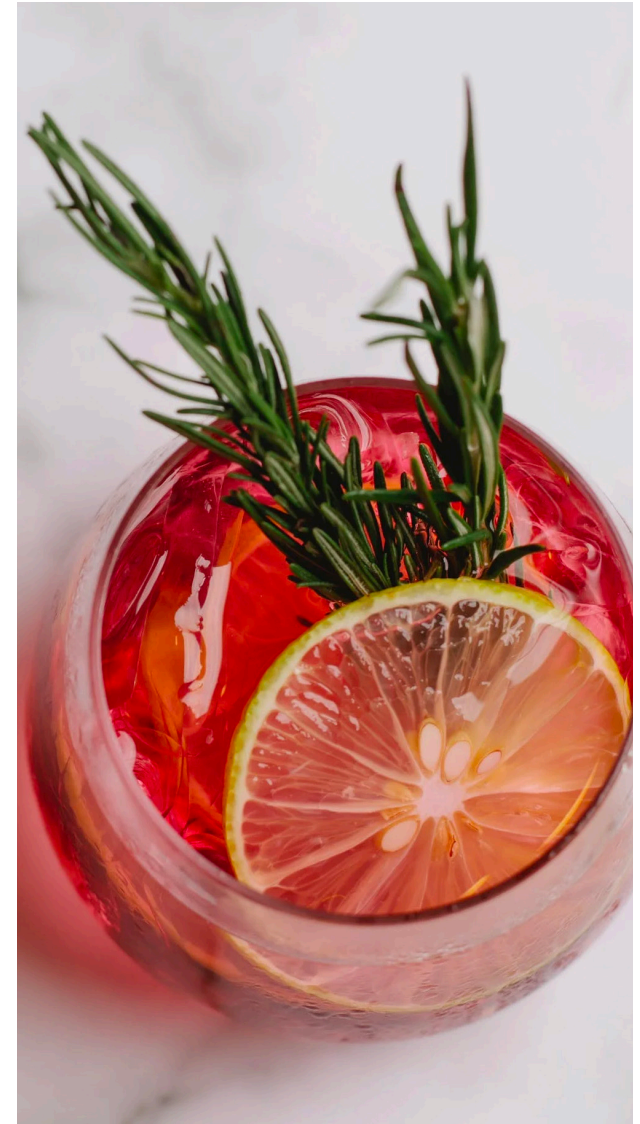
DOMESTIC BEER
\$10.25

MIXERS

COKE
DIET COKE
SPRITE
GINGER ALE
TONIC
CLUB SODA
ORANGE JUICE
CRANBERRY JUICE

GARNISHES

LEMONS
LIMES
ORANGES
CHERRIES
OLIVES





GENERAL INFORMATION

CULTIVATED

GENERAL INFORMATION

ALLERGY INFORMATION

Food may contain or come into contact with common allergens, such as dairy, eggs, wheat, soybeans, tree nuts, peanuts, fish, shellfish, or wheat.

Our facilities are not food-allerge, gluten-free, or nut free.

Please talk to the catering sales team if you have a severe allergy and/or require accommodations.

Items under the gluten-free bakery section are produced in gluten-free facilities to avoid cross-contamination.

Kosher and Halal meals are available upon request.

STAFFING RATES

A delivery fee of \$50 is charged every time order is delivered to one location.

Set-Up fee of \$150 is charged every time an order is set up.

Set-up only and does not include a dedicated staff for service & maintenance.

Staffing fees will automatically be added to your order.

Please note that a five (5) hour minimum, per staff member applies.

Servers \$256 per five (5) hours.

Five (5) hour minimum. \$88 for each additional hour after the first 5.

Chef Attendant \$270 per five (5) hours. Five (5) hour minimum.

\$95 for each additional hour after the first 5.

Bartender \$270 per five (5) hours. Five (5) hour minimum.

\$95 for each additional hour after the first 5.

Captain \$290 per five (5) hours. Five (5) hour minimum.

\$105 for each additional hour after the first 5.

*Please note that the calculations of labor hours must include two (2) hours of set-up, the number of hours for service, and one (1) hour of breakdown and clean-up.

LINEN, RENTALS, AND SPECIAL EVENT PLANNING

Please contact our Cultivated Catering Sales Team in regard to linen and rentals for your food and beverage service. Floral, décor, and entertainment services can be arranged on your behalf.

EXCLUSIVITY

Cultivated maintains the exclusive rights to provide all food and beverage in the Javits Convention Center. All food and beverages, including water, must be purchased from Cultivated.

MENU SELECTION

The Cultivated Catering Sales team is available as a valuable resource to you with expertise in event planning, menu selection, and to answer any questions or concerns you might have. While our menus are designed to include a wide variety of dietary needs, the Cultivated Sales Team and our Executive Chef are available if you'd like to design a special menu to serve at your event.

GUARANTEES

The Customer shall notify Cultivated, not less than fourteen (14) business days (excluding holidays and weekends) prior to the event, of the minimum number of guests the Customer guarantees will attend the event (the "Guaranteed Attendance"). There may be applicable charges for events with minimal attendance. If Customer fails to notify Cultivated of the Guaranteed Attendance within the time required, (a) Cultivated shall prepare for and provide services to guests attending the event on the basis of the estimate attendance specified on the BEOs and (b) such estimated attendance shall be deemed to be the guaranteed attendance.

Cultivated will be prepared to serve five percent (5%) above the guaranteed attendance, with a maximum of thirty (30) meals (the overage).

GENERAL INFORMATION

PAYMENT POLICY

A deposit of seventy-five percent (75%) of the total contract value will be required sixty (60) days in advance of the first function. A signed catering agreement must be returned to Cultivated 60 days prior to the start. The final twenty-five percent (25%) shall be paid in full a minimum of seven (7) business days prior to the start of the first event. A completed credit card authorization form must be provided by the customer as a guarantee of payment for any additional on-site services rendered. Any remaining balance due must be paid within ten (10) business days upon receipt of the final invoice. Outstanding Event Price balances shall be paid within thirty (30) full calendar days of the Event provided billing privileges have been previously approved in writing through the General Manager's office.

ALCOHOL BEVERAGE GUIDELINES

Cultivated is the sole holder of the New York State-issued liquor licenses for the Javits Convention Center. We retain the exclusive right and responsibility to provide and dispense any alcohol served at the facility. We reserve the right to request photo identification from any guest in attendance and refuse services to attendees who do not have proper identification or appear intoxicated. Under New York State law, alcoholic beverages are not permitted to be removed from the facility.

FOOD AND BEVERAGE PRICING

Prices quoted are in US Dollars and are subject to 22.5% administration charge and applicable sales tax. Prices are subject to change without notice; however, guaranteed prices will be confirmed once the client provides a guaranteed guest count and signs the event order no more than sixty (60) days prior to the event.

ADMINISTRATION CHARGE AND TAX

All food and beverage items are subject to a 22.5% administration charge plus applicable sales tax. The administrative charge is for administration of the special function, is not purported to be a gratuity, and will not be distributed as gratuities to the employees who provide service to the guests.

TAX EXEMPT

If the customer is an entity claiming exemption from taxation in New York State, the customer is to provide evidence of the exemption thirty (30) days prior to the event in order to be relieved of its obligation to pay state and local sales taxes.

LATE FEES

Orders received within 14 days of the event may be subject to a limited menu offering. Any new orders or changes received within 10 business days of an event will be assessed a 10% late order fee.

CHANGES & ADDITIONAL SERVICES

Orders and changes received 5 days, or less from the date of service are subject to Cultivated's approval and cannot be guaranteed.

Changes to any aspect of the existing event order cannot be accommodated past 48 hours to the service.

HEAT LAMPS

Cultivated recommends using heat lamps to serve and present hot or warm food; This will require the client to request & pay for the electrical need from the Javits Center. Heat lamps come as a single lamp which requires a 500-watt line, and a double lamp which requires a 1000-watt line. Please let your Catering Sales contact know if you would prefer to have the hot or warm item served in chafers instead to avoid heat lamp costs.

ELECTRICAL REQUIREMENTS

Any electrical needs for your events, including those for equipment needed in your food & beverage service, need to be requested directly to the Javits Center via your Event Solution Manager or Exhibitor Solutions Manager. The charges for these power needs will be charged to the client directly.



CULTIVATED SAMPLING FORM

This information includes the sampling guidelines, link to the sampling form and COI requirements.

FOOD

1 DO YOU QUALIFY?

Are you the Manufacturer or Distributor?

Show Management of expositions and trade shows, and/or their exhibitors, may distribute samples of food products only upon written authorization and adherence.

ITEMS DISPENSED ARE LIMITED TO PRODUCTS
**MANUFACTURED, PROCESSED OR
DISTRIBUTED BY EXHIBITING COMPANIES.**

3 STORAGE, DELIVERY & SHIPPING

Food products may be hand-carried. If package exceeds hand carry size, you may coordinate shipping to the show's general contractor or ship to CULTIVATED at

655 West 34th St New York, NY 10001 for UPS/FEDX/USPS shipment and **369 12th Ave New York, NY 10001** for distribution companies. Please label as "**Attention CULTIVATED + Show name +Company name/ Shipper.**"

Storage space is limited and is subject to availability. Please contact a catering sales lead to arrange storage and deliveries.

Applicable Fees:

One-Time Receiving/Handling Fee:
\$250.00

Cold/Dry Storage: **\$150.00 per day,
per pallet**

Delivery Fee: **\$50.00 per delivery**

5 PAPERWORK SUBMISSION

RETURN TO CULTIVATED
Sampling Authorization
Form & Certificate of
Insurance [LINK HERE!](#)

2 SIZE RESTRICTIONS

All items are limited to a SAMPLE SIZE and must be dispensed/distributed in accordance to Health Codes

FOOD SAMPLING SIZES

Limited to "bite size", not to exceed 2 oz.

Food products brought on the premises for consumption that do not fall within the sampling parameters require discussion with the CULTIVATED team for further review + consideration.

For larger serving sizes, please consult with your catering sales lead or potential buy-out option.

4 ADDITIONAL SERVICES

Support Staff Available:

Staffing Rates: \$256 per five (5) hours.
Five (5) hour minimum. \$88 for each
additional hour after the first 5.

Steward/Dishwasher Rates: \$256 per
five (5) hours. Five (5) hour minimum. \$88
for each additional hour after the first 5.

Other available products & services:

- Equipment rental
- Smallwares rental
- Serving vessels
- Ice
- Disposable supplies

Note: Please reach out to your catering sales lead to avail these added services and products.

OR USE QR CODE



CULTIVATED

SAMPLE COI

CERTIFICATE OF INSURANCE

EXHIBITING FIRM MUST PROVIDE LEVY WITH A CERTIFICATE OF INSURANCE.

Please review the attached sample for clear instructions

PLEASE ENSURE THE CERTIFICATE OF INSURANCE IS UPLOADED AT LEAST 30 DAYS PRIOR TO THE EVENT

SAMPLING AUTHORIZATION FORM LINK HERE!



OR USE QR CODE

COMMERCIAL GENERAL LIABILITY:

GENERAL AGGREGATE \$2,000,000
EACH OCCURRENCE \$1,000,000

WORKERS COMPENSATION:

EACH ACCIDENT \$500,000
DISEASE-POLICY LIMIT \$500,000
DISEASE EACH EMPLOYEE \$500,000

CERTIFICATE HOLDER

LEVY PREMIUM FOODSERVICE
LIMITED PARTNERSHIP
+ JAVITS CONVENTION CENTER
655 W 34TH ST
NEW YORK, NY, 10001

CERTIFICATE OF INSURANCE		ISSUE DATE			
PRODUCER NAME		THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.			
		COMPANIES AFFORDING COVERAGE			
INSURED Third - Party Concessionaire No Alcohol Service		COMPANY LETTER	A	Center with at least A Best rating & VII Financial Size	
		COMPANY LETTER	B		
		COMPANY LETTER	C		
		COMPANY LETTER	D		
		COMPANY LETTER	E		
COVERAGES					
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CO LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A	<input checked="" type="checkbox"/> GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR	12345			GENERAL AGGREGATE \$ 2000000 PRODUCTS-COMP/PROP AGG \$ PERSONAL & ADV INJURY \$ EACH OCCURRENCE \$ 1000000 FIRE DAMAGE (Any person) \$ MED/EXPENSE (Any person) \$
A	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS <input type="checkbox"/> GARAGE LIABILITY <input type="checkbox"/> OTHER	12345			COMBINED SINGLE LIMIT \$ BODY INJURY (Per person) \$ BODY INJURY (Per accident) \$ PROPERTY DAMAGE \$
	<input type="checkbox"/> EXCESS LIABILITY <input type="checkbox"/> UMBRELLA FORM <input type="checkbox"/> OTHER THAN UMBRELLA FORM				EACH OCCURRENCE \$ AGGREGATE \$
A	<input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS LIABILITY	12345			STATUTORY LIMITS EACH ACCIDENT \$ 500000 DISEASE-POLICY LIMIT \$ 500000 DISEASE EACH EMPLOYEE \$ 500000
DESCRIPTION OF OPERATIONS/LOCATIONS/MERCHANDISE/SPECIAL ITEMS The entities and individuals listed on Exhibit "A" are hereby collectively named as additional insureds with respects to the foregoing General Liability and Automobile Liability coverages. Coverage shall be primary and non-contributory to other insurance available to Levy and shall include a waiver of the insurer's right to recovery or subrogation against Levy. Each policy shall require that thirty (30) days prior to the cancellation or non-payment of the policy, written notice is provided to Levy. The "Additional Insureds" are a list of legal entities for both our company and the building owner that are specific to your location. If the "Additional Insureds" are on a second page, it is critical that this section reflects the existence of the "Additional Insureds" page. Either the front of the certificate or the attachment must acknowledge the paragraph as "Additional Insureds". It is not acceptable to specify on the certificate "see attached".					
CERTIFICATE HOLDER		SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE COMPANY, ITS AGENTS OR REPRESENTATIVES.			
Levy Restaurants Name of Property Address		AUTHORIZED REPRESENTATIVE			

CD 37 (6-94)

EXHIBIT A

Levy Premium Foodservice Limited Partnership and Restaurant Associates, LLC; specifically including all of their partners; New York Convention Center Operating Corporation, New York Convention Center Development Corporation, State of New York, Triborough Bridge and Tunnel Authority and New York State Urban Development Corporation d/b/a Empire State Development, and their respective officers, agents and employees; Levy and Restaurant Associates, including, but not limited to, all related partnerships, corporations and limited liability companies, whether currently existing or hereafter formed, and specifically including all of their respective owners, partners, shareholders, members, officers, directors and managers.

CULTIVATED

SAMPLING FORM

This information includes the sampling guidelines, link to the sampling form and COI requirements.

ALCOHOLIC BEVERAGES

1 DO YOU QUALIFY?

Are you the Manufacturer or Distributor?

Show Management of expositions and trade shows, and/or their exhibitors, may distribute samples of alcoholic beverage products only upon written authorization and adherence.

Items dispensed are limited to products
**MANUFACTURED, PROCESSED OR
DISTRIBUTED BY EXHIBITING COMPANIES.**

3 SAMPLING ALCOHOL

All alcohol sampling requires a Cultivated Bartender to pour and serve.

Bartender \$270 per five (5) hours. Five (5) hour minimum. \$95 for each additional hour after the first 5.

Cultivated is required to receive, handle, & store ALL alcohol product.

EXHIBITING COMPANY MUST OBTAIN ALL PERMITS AND/OR LICENSES IN ACCORDANCE WITH APPLICABLE LAW.

For alcohol sampling, please obtain a Marketing Permit through the New York State Liquor Authority website and submit certificate 10 business days prior to the event.

Out-of-State suppliers and licensed in-state wholesalers and manufacturers can apply for a marketing permit.

Note: Per city ordinance alcohol cannot be served before 11AM on Sundays.

5 ADDITIONAL SERVICES

Support Staff Available:

Staffing Rates: \$256 per five (5) hours. Five (5) hour minimum. \$88 for each additional hour after the first 5.

Steward/Dishwasher Rates: \$256 per five (5) hours. Five (5) hour minimum. \$88 for each additional hour after the first 5.

Other available products & services:

- Equipment rental
- Smallwares rental
- Serving vessels
- Ice
- Disposable supplies

Note: Please reach out to your catering sales lead to avail these added services and products.

2 SIZE RESTRICTIONS

All items are limited to a SAMPLE SIZE and must be dispensed/distributed in accordance to Health Codes

ALCOHOLIC BEVERAGES SAMPLING SIZES

2 oz. for beer/wine 0.25 oz for liquor.

Beverage products brought on the premises for consumption that do not fall within the sampling parameters require discussion with the CULTIVATED team for further review + consideration.

For larger serving sizes, please consult with your catering sales lead or potential buy-out option.

4 STORAGE, DELIVERY & SHIPPING

Alcoholic products cannot be hand-carried and must be shipped to Cultivated at **655 West 34th St New York, NY 10001** for UPS/FEDX/USPS shipment and **369 12th Ave New York, NY 10001** for distribution companies. Please label as **"Attention CULTIVATED + Show name + Company name/Shipper."**

Storage space is limited and is subject to availability. Please contact a catering sales lead to arrange storage and deliveries.

Applicable Fees:

One-Time Receiving/Handling Fee: **\$250.00**

Cold/Dry Storage: **\$150.00 per day, per pallet**

Delivery Fee: **\$50.00 per delivery**

6 PAPERWORK SUBMISSION

RETURN TO CULTIVATED

Sampling Authorization Form & Certificate of Insurance [LINK HERE!](#)

OR USE QR CODE



CULTIVATED

SAMPLE COI

CERTIFICATE OF INSURANCE

EXHIBITING FIRM MUST PROVIDE LEVY WITH A CERTIFICATE OF INSURANCE .

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PLEASE ENSURE THE CERTIFICATE OF INSURANCE IS UPLOADED AT LEAST 30 DAYS PRIOR TO THE EVENT

SAMPLING AUTHORIZATION FORM LINK HERE!



OR USE QR CODE

COMMERCIAL GENERAL LIABILITY:

GENERAL AGGREGATE \$2,000,000
EACH OCCURRENCE \$1,000,000

WORKERS COMPENSATION:

EACH ACCIDENT \$500,000
DISEASE-POLICY LIMIT \$500,000
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Levy Restaurants Name of Property Address		AUTHORIZED REPRESENTATIVE			

CD 37 (6-94)

CERTIFICATE HOLDER

LEVY PREMIUM FOODSERVICE LIMITED PARTNERSHIP
+ JAVITS CONVENTION CENTER
655 W 34TH ST
NEW YORK, NY, 10001

EXHIBIT A

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CULTIVATED SAMPLING FORM

This information includes the sampling guidelines, link to the sampling form and COI requirements.

NON-ALCOHOLIC BEVERAGES

1 DO YOU QUALIFY?

Are you the Manufacturer or Distributor?

Show Management of expositions and trade shows, and/or their exhibitors, may distribute samples of non-alcoholic beverage products only upon written authorization and adherence.

ITEMS DISPENSED ARE LIMITED TO PRODUCTS MANUFACTURED, PROCESSED OR DISTRIBUTED BY EXHIBITING COMPANIES.

3 STORAGE, DELIVERY & SHIPPING

Non-Alcoholic products may be hand-carried. If package exceeds hand carry size, you may coordinate shipping to the show's general contractor or ship to CULTIVATED at **655 West 34th St New York, NY 10001** for UPS/FEDX/USPS shipment and **369 12th Ave New York, NY 10001** for distribution companies. Please label as **"Attention CULTIVATED + Show name +Company name/Shipper."**

Storage space is limited and is subject to availability. Please contact a catering sales lead to arrange storage and deliveries.

Applicable Fees:

One-Time Receiving/Handling Fee:
\$250.00

Cold/Dry Storage: **\$150.00 per day, per pallet**

Delivery Fee: **\$50.00 per delivery**

5 PAPERWORK SUBMISSION

RETURN TO CULTIVATED
Sampling Authorization
Form & Certificate of
Insurance [LINK HERE!](#)

2 SIZE RESTRICTIONS

All items are limited to a SAMPLE SIZE and must be dispensed/distributed in accordance to Health Codes

NON-ALCOHOLIC BEVERAGES SAMPLING SIZES

Maximum of 4 oz. in a cup. No cans or bottles will be permitted.

Beverage products brought on the premises for consumption that do not fall within the sampling parameters require discussion with the CULTIVATED team for further review + consideration.

For larger serving sizes, please consult with your catering sales lead or potential buy-out option.

4 ADDITIONAL SERVICES

Support Staff Available:

Staffing Rates: \$256 per five (5) hours.
Five (5) hour minimum. \$88 for each additional hour after the first 5.

Steward/Dishwasher Rates: \$256 per five (5) hours. Five (5) hour minimum. \$88 for each additional hour after the first 5.

Other available products & services:

- Equipment rental
- Smallwares rental
- Serving vessels
- Ice
- Disposable supplies

Note: Please reach out to your catering sales lead to avail these added services and products.

OR USE QR CODE



CULTIVATED

SAMPLE COI

CERTIFICATE OF INSURANCE

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SAMPLING AUTHORIZATION FORM LINK HERE!



OR USE QR CODE

COMMERCIAL GENERAL LIABILITY:

GENERAL AGGREGATE \$2,000,000
EACH OCCURRENCE \$1,000,000

WORKERS COMPENSATION:

EACH ACCIDENT \$500,000
DISEASE-POLICY LIMIT \$500,000
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Levy Restaurants Name of Property Address		AUTHORIZED REPRESENTATIVE			

CD 37 (6-94)

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CREATIVE. TECHNICAL.

Memorable.

PAYMENT AUTHORIZATION FORM

TRAVEL & ADVENTURE SHOW

JANUARY 25 - 26, 2025

JAVITS CENTER

52 Forest Ave., Suite 6, 2nd Fl
Paramus, NJ 07652
P 201-340-2290; Fax 201-340-2108
E-Mail: info@metromultimedia.com

DISCOUNT DEADLINE: 1/10/2025

Table with fields for Company, Address, City, State, Zip, Ordered by, Email Address, Booth, Phone, Fax, ESTIMATED TOTALS (Subtotal Page 2, Subtotal Page 3, Total Sub Total, Sales Tax Due, Delivery & Pick Up, Total Due MetroMultimedia), and PAYMENT AUTHORIZATION.

YOUR SIGNATURE OF THIS PAYMENT AUTHORIZATION FORM DENOTES ACCEPTANCE OF ALL TERMS & CONDITIONS INCLUDED ON THIS FORM AND ON YOUR ORDER FORMS

Company Check - Make payable to MetroMultimedia, and reference NY TRAVEL & ADVENTURE SHOW. Mail to: 52 Forest Ave, Suite 6, 2nd Floor, Paramus, NJ 07652

**Please Note - Returned checks are subject to a \$35.00 bounced check fee. ALL CHECKS REQUIRE A CREDIT CARD BACK UP.

Wire Transfers - If paying by wire transfer please contact MetroMultimedia for wire transfer information and include a \$40.00 wire transfer fee.

ALL WIRE TRANSFERS REQUIRE A CREDIT CARD BACK UP.

Credit Card - For your convenience, MetroMultimedia Services will use this authorization to charge your credit card account for your advance orders, not paid by check or wire, and any additional amounts incurred as a result of show site orders placed by you or your representative.

AMEX VISA MASTERCARD DISCOVER

Exp. Date

Table for Account Number and Security Code with input fields and a label for Visa/MasterCard/Discover (3 Digits), Amex (4 Digits).

Cardholder Name (Please Print):

Cardholder Billing Address:

City/State/Zip: Phone:

***The cardholder names above hereby authorize MetroMultimedia to charge my credit card for the actual costs of the services estimated above and any additional services and amounts including, but not limited to, labor to install or remove equipment and/or material handling charges.

Cardholder Signature: Date:

PAYMENT POLICY: MetroMultimedia requires payment of estimated costs in full, including applicable taxes, at the time services are ordered.

TAX EXEMPT STATUS: If you are exempt from paying sales tax, you must provide a certificate of exemption for the state in which services are to be provided, with your order.

EQUIPMENT: You are responsible for payment on any MetroMultimedia rental equipment.

CANCELLATIONS - EQUIPMENT CANCELLATIONS NOT RECEIVED 48 HRS BEFORE DELIVERY DATE WILL BE CHARGED 100% - ** NO EXCEPTIONS ** ALL CANCELLATIONS ARE SUBJECT TO A 5% PROCESSING FEE. CANCELLATIONS RECEIVED AFTER DISCOUNT DEADLINE DATE ARE SUBJECT TO A 25% RESTOCKING FEE



CREATIVE. TECHNICAL.

Memorable.

MetroMultimedia Order Form

52 Forest Ave., Suite 6, 2nd Fl
Paramus, NJ 07652
P 201-340-2290; Fax 201-340-2108
E-Mail: info@metromultimedia.com

TRAVEL & ADVENTURE SHOW

JANUARY 25 - 26, 2025

JAVITS CENTER

DISCOUNT DEADLINE: 1/10/2025

Company Name: Booth #: Booth Size:
Address: City: State: Zip:
Contact Name: Phone: E-Mail:
Delivery Date/Time: Pick Up Date/Time:
On Site Contact Name: On Site Contact Phone:

Table with columns: Audio Equipment, Qty., Discounted Daily Rate, Regular Daily Rate, # of Days, Total. Includes sections for Projection, Computers & Accessories, and Video and Data Display.

Please Note: To receive a confirmation of your order prior to event, please e-mail: info@metromultimedia.com .

Drayage Costs (if applicable) are not included in delivery costs. Regular rate applies if order is received after deadline date. In venues where union rules are in effect, delivery and pick up times may vary depending on availability of laborers.

*Dual Post Floor Stands and Shelves are only available with order of Flat Panel Display Monitors.



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DISCOUNT DEADLINE: 1/10/2025

Company Name: Booth #: Booth Size:
Address: City: State: Zip:
Contact Name: Phone: E-Mail:
Delivery Date/Time: Pick Up Date/Time:
On Site Contact Name: On Site Contact Phone:

Note: Software for the below Kiosks is available upon request. If you require software, please indicate below. Circle "Y" for Yes or "N" for No. Software Fees are based on specific need, please call or email for an estimate *

Table with columns: Touch-Table Kiosk, Qty., Discounted Show Rate, Regular Show Rate, Software (optional), Total. Includes sections for Touch-Table Kiosk, Touch-Standing Kiosk, and Interactive Touchscreen Monitors.

Please Note: To receive a confirmation of your order prior to event, please e-mail: info@metromultimedia.com.

Drayage Costs (if applicable) are not included in delivery costs. Regular rate applies if order is received after deadline date. In venues where union rules are in effect, delivery and pick up times may vary depending on availability of laborers.

DIGITAL KIOSKS

Examples of our Touch-Table and Touch-Standing Kiosks



TOTAL PAGE 2 + PAGE 3 = + TAX @ 8.875% = + \$175.00 Deliver & Pick-Up = TOTAL

Payment Authorization Form must accompany order.

All Cancellations are subject to a 5% processing fee. Cancellations received after discount deadline date are subject to a 25% restocking fee. Equipment Cancellations not received 72 Hrs. before delivery date will be charged 100% - **NO EXCEPTIONS**

EMAIL form or MAIL
with payment to:
UNM@unitedhq.com

UnitedNational Maintenance Inc.



1550 S. Indiana Ave • Chicago, IL 60605 • Phone 312-922-8558 • Fax 312-922-8599 Email UNM@unitedhq.com

EXHIBITORS REQUIRING VACUUMING, SHAMPOOING, MOPPING, WAXING, AND TRASH REMOVAL DURING SHOW HOURS OR BULK TRASH REMOVAL AFTER SHOW MUST PLACE THEIR ORDER AND MAKE PAYMENT TO UNITED NATIONAL MAINTENANCE.

Event Name NY Travel & Adventure Show 2025	SHOW DATE January 25-26, 2025	BOOTH NUMBER
COMPANY NAME	OFFICE #	ON-SITE CONTACT #
STREET ADDRESS	CITY	STATE
AUTHORIZING SIGNATURE	ON-SITE E-MAIL	ON-SITE NAME

(Deadline for advance rate is December 25, 2024)

ADVANCE ORDER FLOOR ORDER

Carpet Vacuuming 1 Time	Days _____ X Sq. Ft. _____	@ \$0.38	\$ 0.00	\$0.48= _____
Carpet Vacuuming Daily	Days _____ X Sq. Ft. _____	@ \$0.30	\$ 0.00	\$0.40= _____
Shampoo Carpet	Days _____ X Sq. Ft. _____	@ \$0.42	\$ 0.00	\$0.52= _____
Damp Mop	Days _____ X Sq. Ft. _____	@ \$0.28	\$ 0.00	\$0.38= _____
Damp Mop & Remove Scuffs	Days _____ X Sq. Ft. _____	@ \$0.38	\$ 0.00	\$0.48= _____
Concrete Cleaning, Polishing and Removal	Days _____ X Sq. Ft. _____	@ \$0.75	\$ 0.00	\$0.85 = _____
Hourly Porter	Days _____ X Hrs _____	@ \$35.00	\$ 0.00	\$45.00 = _____

SHOW HOURS PORTER SERVICE TRASH REMOVAL

100 to 399 Sq. Ft. @ \$45.00 x _____ Days = \$ 0.00	800 to 1199 Sq. Ft. @ \$85.00 x _____ Days = \$ 0.00
400 to 799 Sq. Ft. @ \$65.00 x _____ Days = \$ 0.00	1200 to 1999 Sq. Ft. @ \$105.00 x _____ Days = \$ 0.00
ALL BOOTHS OVER 2000 SQ. FT. REQUIRE AN HOURLY PORTER. CALL FOR QUOTE Daily Rate _____ X _____ Days = \$ 0.00	

BULK TRASH REMOVAL (BOOTH DISPOSAL OR CRATES)

Labor Include, Call United for Quote and if needed Order Forklift from GC

Full Dumpster needed _____ x \$1,500.00 = \$ 0.00	Total Cleaning Services \$ 0.00
Half Dumpster needed _____ x \$800.00 = \$ 0.00	Total Sanitizing Services \$ 0.00

TOTAL OF ALL SERVICES PURCHASED \$ 0.00

**WE ACCEPT VISA, MASTERCARD & AMERICAN EXPRESS
3% HANDLING CHARGE WILL BE ADDED TO YOUR ORDER**

PAYMENT IN U.S. DOLLARS, CREDIT CARD AUTHORIZATION OR COMPANY CHECK MUST ACCOMPANY THIS ORDER FOR PROCESSING

CREDIT CARD NO. _____	CREDIT CARD SECURITY CODE _____
BILLING ADDRESS _____	EXP. DATE _____
AUTHORIZED SIGNATURE _____	CITY / STATE _____
PLEASE PRINT NAME _____	ZIP CODE _____

ANY questions regarding service ordered and received must be brought to the attention of the United National Service Desk at the show immediately upon noting same. Adjustments cannot be made unless discrepancies are reported prior to show opening on the day following the night when service was to be performed. **UNITED NATIONAL MAINTENANCE, INC. HAS BEEN NAMED EXCLUSIVE CLEANING CONTRACTOR FOR THIS SHOW**

EMAIL form or MAIL
with payment to:
UNM@unitedhq.com

UnitedNational
Maintenance Inc.



11550 S. Indiana Ave • Chicago, IL 60605 • Phone 312-922-8558 • Fax 312-922-8599 Email UNM@unitedhq.com

Event Name	SHOW DATE	BOOTH NUMBER
NY Travel & Adventure Show 2025	January 25-26, 2025	



Disinfecting and Sanitizing Service Options

Booth Sanitizing Services

Sanitizing Services	Estimated Sq Ft	Start Time	End Time	Days	Hours/Units	Rate	Total Charge
Example - Continuous Booth Porter Disinfecting and Sanitizing during show hours per hours, per day		08:00	05:00			\$35.00	\$ 0.00
Booth Disinfecting and Sanitizing periodically every 2 hours during show hours per sq ft, per day						\$0.09	\$ 0.00
Disinfecting and sanitizing of freight, furniture and product delivered to booths per sq ft(Spary or Wet wipe) per day						\$0.04	\$ 0.00
Booth Hand sanitizer dispensers, labor and refill as needed,per unit per day						\$99.00	\$ 0.00
Grand Total							\$ 0.00



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140 West 26th Street, New York City, NY 10001

212-229-1610

Hello@starbrightnyc.com

**TRAVEL &
ADVENTURE
SHOW®**

Sample Selections

Floral Selections



Standing Ovation

\$149.95



Highlander

\$99.95-\$174.95



Textures of Emotions

\$124.95-\$274.95

Sample Selections

Floral Selections



Tropical Lemon Coupe

\$99.95



Art in Motion

*Available in Multiple
Colors*

\$174.95



Joy

\$84.95-\$174.95

Sample Selections

Floral Selections



Pastel Dreams of Love

\$149.95-\$184.95



Need You So

\$249.95-\$399.95



Apple Lime Ice

\$99.95

Sample Selections

Floral Selections



Beautiful Bromeliad

\$80.00



If The Sky Was Green

\$88.95-\$174.95



Paradise Waters

\$150.00

Sample Selections

Floral Selections



Tropical Escape

\$125.00



Ginger Elation

\$250.00

Sample Selections

Orchids



Orchid Eden

Available in Purple

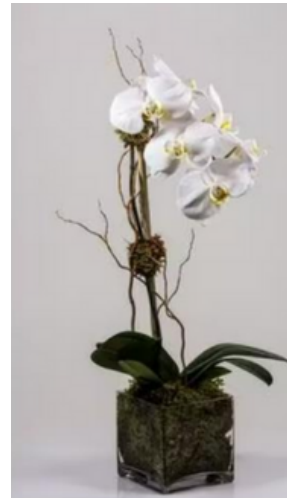
\$149.95-\$224.95



Dancing Orchids

Available in Purple

\$324.95-\$359.95



Phalaenopsis

White

\$84.95



**Grand Phalaenopsis
Orchid**

Available in White

\$149.95

Sample Selections

Succulents



Green Garden

\$84.95



**Desert Beauty
Succulent Garden**

\$124.95



Rustic Charm Box

\$79.95-\$124.95



**Magic Box
of Succulents**

\$84.95-\$114.95

Sample Selections

Plants (Rental)



Snake Plant

\$175



The Greenhouse

\$175



Not Too Shabby (Chic)

\$175

Sample Selections

Plants (Rental)



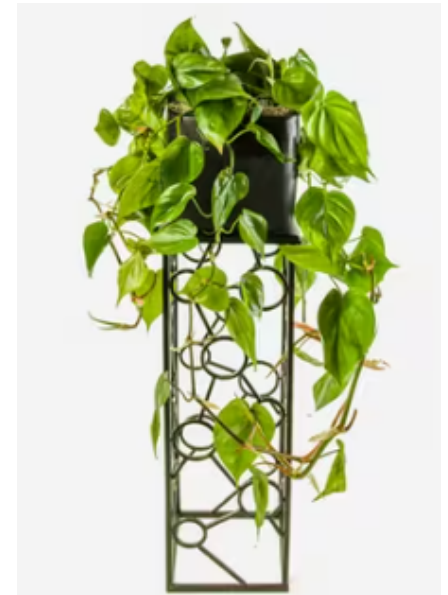
**Simply Elegant
Spathiphyllum**
Peace Lily

\$175



Chinese Evergreen

\$175



Philodendron

\$175

Sample Selections

Plants (Rental)



Fiddle Leaf Ficus

\$175



Areca Palm

\$175



Corn Plant

\$175



Notes

- All plant selections are quoted based on size and variety.
 - Floor plants range from 3 to 6 feet tall
 - Table-top plants are approximately 20 inches tall
- Plants are delivered in either black or white decorative resin containers and covered with moss
- Custom floral arrangements can be created based on
 - Color palette
 - Design style
 - Height and other size measurements
 - Floral varieties
- Additional options and selections can be made available in all categories. These selections were curated based on our experience of most requested items for trade shows and exhibits

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SHOW

www.starbrightnyc.com | 140 West 26th Street, New York City, NY 10001

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Flowers and Decor

- Travel Adventure Show 2025
- Javits Center
- January 25, 2024
-

Please complete www.starbrightnyc.com or brightnyc.com. Orders may also be placed via phone or the website.

Exhibitor Company Name	
Contact Person	
Telephone Number	
Email Address	
Booth Number	
Mobile Number	

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www.starbrightnyc.com

Floral Selections

Item	QTY	Circle One
Standing Ovation		\$149.95
Highlander		\$99.95/\$124.95/\$174.95
Textures of Emotions		\$124.95/\$174.95/\$274.95
Tropical Lemon Coupe		\$99.95
Art in Motion		\$174.95
Joy		\$84.95/\$124.95/\$174.95
Pastel Dreams of Love		\$149.95/\$184.95

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Flowers and Decor

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Floral Selections

Item	QTY	Circle One
Need You So		\$249.95/\$299.95/\$399.95
Apple Lime Ice		\$99.95
Beautiful Bromeliad		\$80.00
If The Sky Was Green		\$89.95/\$124.95/\$174.95
Paradise Waters		\$150.00
Tropical Escape		\$125.00
Ginger Elation		\$250.00

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Flowers and Decor

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- January 25, 2025

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Orchid Selections

Item	QTY	Circle One
Orchid Eden		White Purple \$149.95/\$224.95 \$149.95/\$224.95
Dancing Orchids		White Purple \$324.95/\$359.95 \$324.95/\$359.95
Phalaenopsis		\$84.95
Grand Phalaenopsis Orchid		White Purple \$149.95 \$149.95



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Flowers and Decor

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- Javits Center
- January 25, 2025

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Succulent Selections

Item	QTY	Circle One
Green Garden		\$84.95
Desert Beauty Succulent Garden		\$124.95
Rustic Charm Box		\$79.95/\$99.95/\$124.95
Magic Box of Succulents		\$84.95/\$114.95

Plant Rentals

Item	QTY	Circle One
Snake Plant		\$175
The Greenhouse		\$175

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Flowers and Decor

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- January 25, 2025
-

Plant Rentals

Item	QTY	Circle One
Not Too Shabby (Chic)		\$175
Simply Elegant Spathiphyllum <i>Peace Lily</i>		\$175
Chinese Evergreen		\$175
Philodendron		\$175
Fiddle Leaf Ficus		\$175
Areca Palm		\$175
Corn Plant		\$175



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JAKE PLACE HOLDER

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