



EXPO
EVENT SERVICES

Exhibitor Services Manual

Atlanta Travel & Adventure Show
January 11-12, 2025
Georgia International Convention Center
Atlanta, GA

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Georgia International Convention Center

January 11-12, 2025

Deadline Date January 2, 2025

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WELCOME TO ONLINE ORDERING



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

New for 2024 - 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@tsshipper.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.



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Welcome to Atlanta and the Atlanta 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 1/9/2025	8am-5pm
Exhibitor Move-In:	Friday 1/10/2025	9am-5pm
Exhibit Hours:	Saturday 1/11/2025	9:30am-5pm (Travel Advisors) 10am - 5pm (Public)
	Sunday 1/12/2025	11am-4pm
Exhibitor Move-Out:	Sunday 1/12/2025	4pm - 8pm
Clear Floor:	Sunday 1/12/2025	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 **4:00 pm on**

Sunday 1/12/2025; this process should take approximately **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 6pm on Sunday January 12th, 2025



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Shipping Addresses

*Advance Receiving
/Shipments*

Atlanta Travel & Adventure Show

Advance Shipments are through TS Shipper, The Official Show Carrier ONLY.
Direct Contact: dtullo@tsshipper.com

*Direct Shipments
to Show Site*

Atlanta Travel & Adventure Show

Shipments Should Arrive on:
c/o Expo Event Services
Georgia International Convention Center
2000 Convention Center Concourse
College Park, GA 30337

Thursday January 9th, 2025 1pm-5pm
Friday January 10th 2025 9am-5pm

State Tax 8.9% (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



Atlanta Travel & Adventure Show

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Deadline Date January 2, 2025

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.

INSURERS AFFORDING COVERAGE

INSURED

Exhibitor Appointed Contractor
Street Address
City, State Zip

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	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 AUTO ONLY: EA ACC \$
					AGG \$
	EXCESS LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE				EACH OCCURRENCE \$
					AGGREGATE \$
					DEDUCTIBLE \$
					RETENTION \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	ABC 12345		2025	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER \$
					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	<input checked="" type="checkbox"/> 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



Atlanta Travel & Adventure Show

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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 _____ 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.

Atlanta Travel & Adventure Show

Georgia International Convention Center

January 11-12, 2025

Deadline Date January 2, 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 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



Atlanta Travel & Adventure Show Georgia International Convention Center January 11-12, 2025

Deadline Date January 2, 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



Atlanta Travel & Adventure Show

Georgia International Convention Center

January 11-12, 2025

Deadline Date January 2, 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 & Visa credit cards. Absolutely no credits will be issued after 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 & 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 the facility must have the following steps completed 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

TOTAL \$ _____

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

Atlanta Travel & Adventure Show

Deadline Date January 2, 2025

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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



Atlanta Travel & Adventure Show

Deadline Date January 2, 2025

Georgia International Convention Center

January 11-12, 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	<input type="checkbox"/> MASTERCARD <input type="checkbox"/> VISA* <input type="checkbox"/> American Express <small>Card Expiration Date & Security Code REQUIRED (3 Digit on reverse side of card)</small>	
	Account Number:	
PLEASE SIGN	_____ <small>CARDHOLDER'S BILLING ADDRESS - IF DIFFERENT FROM ABOVE</small>	
	_____ <small>CITY</small>	
	_____ <small>STATE</small>	
_____ <small>CARDHOLDER'S SIGNATURE</small>		_____ <small>CARDHOLDER'S NAME - PRINT</small>

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



Atlanta Travel & Adventure Show

Deadline Date January 2, 2025

Georgia International Convention Center

January 11-12, 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

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	<div style="border: 1px solid black; padding: 2px;">EXPIRATION DATE</div> <div style="background-color: yellow; height: 15px; width: 100%;"></div>	MASTERCARD VISA* American Express
	Corporate Personal	
Card Expiration Date & Security Code REQUIRED (3 Digit on reverse side of card)		
Account Number	<div style="background-color: yellow; width: 20px; height: 15px; display: inline-block;"></div> <div style="background-color: yellow; width: 20px; height: 15px; display: inline-block;"></div> <div style="background-color: yellow; width: 20px; height: 15px; display: inline-block;"></div>	

PLEASE SIGN CARDHOLDER'S SIGNATURE

Credit Charge Authorization (Information Must Be Provided)

PROVIDE EXPIRATION DATE	<div style="border: 1px solid black; padding: 2px;">EXPIRATION DATE</div> <div style="background-color: yellow; height: 15px; width: 100%;"></div>	MASTERCARD VISA* American Express
	Corporate Personal	
Card Expiration Date & Security Code REQUIRED (3 Digit on reverse side of card)		
Account Number	<div style="background-color: yellow; width: 20px; height: 15px; display: inline-block;"></div> <div style="background-color: yellow; width: 20px; height: 15px; display: inline-block;"></div> <div style="background-color: yellow; width: 20px; height: 15px; display: inline-block;"></div>	

PLEASE SIGN CARDHOLDER'S SIGNATURE

Atlanta Travel & Adventure Show

Georgia International Convention Center

January 11-12, 2025

Deadline Date January 2, 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. Vehicles with gasoline engines may be displayed with a maximum of two (2) gallons of gas remaining in the tank.
2. The vehicle's ignition must be disabled, all battery cables must be disconnected and taped to avoid potential sparks.
3. A locking gas cap must be installed, or the tank must be adequately sealed by tape or in some other appropriate manner.
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)**

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:

Atlanta Travel & Adventure Show

C/O:

Expo Event Services
TS Shipper Advance Freight Service

Direct Contact: dtullo@tshipper.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:

Atlanta Travel & Adventure Show

C/O:

Expo Event Services
2000 Convention Center Concourse
College Park, GA 30337

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

Atlanta Travel & Adventure Show

Georgia International Convention Center

January 11-12, 2025

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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.

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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



Atlanta Travel & Adventure Show

Georgia International Convention Center

January 11-12, 2025

MUST ARRIVE ON
JANUARY 9TH 1PM - 5PM
OR JANUARY 10TH 9AM - 5PM

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

1. All shipments must be sent prepaid. Collect shipments will not be accepted. Certified weight packets required for unloading.
2. 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.
3. 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.
4. 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.
5. 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	\$241.00	\$241.00
OT/DT	\$298.00	\$298.00

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.
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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	\$

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

KEY INFORMATION FORM



Atlanta Travel & Adventure Show

Deadline Date January 2, 2025

Georgia International Convention Center

January 11-12, 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

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 _____
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 9TH 1PM - 5PM
JANUARY 10TH 9AM - 5PM

TO: _____
(EXHIBITOR'S NAME)



Georgia International Convention Center
2000 Convention Center Concourse
College Park, GA 30337

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

SHOW SITE LABEL

RUSH!

EXHIBITION FREIGHT

MUST ARRIVE
JANUARY 9TH 1PM - 5PM
JANUARY 10TH 9AM - 5PM

TO: _____
(EXHIBITOR'S NAME)



Georgia International Convention Center
2000 Convention Center Concourse
College Park, GA 30337

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

SHOW SITE LABEL

RUSH!

EXHIBITION FREIGHT

MUST ARRIVE
JANUARY 9TH 1PM - 5PM
JANUARY 10TH 9AM - 5PM

TO: _____
(EXHIBITOR'S NAME)



Georgia International Convention Center
2000 Convention Center Concourse
College Park, GA 30337

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

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JANUARY 10TH 9AM - 5PM

TO: _____
(EXHIBITOR'S NAME)



Georgia International Convention Center
2000 Convention Center Concourse
College Park, GA 30337

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

MUST ARRIVE
JANUARY 9TH 1PM - 5PM
JANUARY 10TH 9AM - 5PM

TO: _____
(EXHIBITOR'S NAME)



Georgia International Convention Center
2000 Convention Center Concourse
College Park, GA 30337

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

SHOW SITE LABEL

RUSH!

EXHIBITION FREIGHT

MUST ARRIVE
JANUARY 9TH 1PM - 5PM
JANUARY 10TH 9AM - 5PM

TO: _____
(EXHIBITOR'S NAME)



Georgia International Convention Center
2000 Convention Center Concourse
College Park, GA 30337

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

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EXHIBITION FREIGHT

MUST ARRIVE
JANUARY 9TH 1PM - 5PM
JANUARY 10TH 9AM - 5PM

TO: _____
(EXHIBITOR'S NAME)



Georgia International Convention Center
2000 Convention Center Concourse
College Park, GA 30337

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

SHOW SITE LABEL

RUSH!

EXHIBITION FREIGHT

MUST ARRIVE
JANUARY 9TH 1PM - 5PM
JANUARY 10TH 9AM - 5PM

TO: _____
(EXHIBITOR'S NAME)



Georgia International Convention Center
2000 Convention Center Concourse
College Park, GA 30337

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

CARAVAN ORDER FORM



Deadline Date January 2, 2025

COMPANY NAME: _____ BOOTH# : _____

CONTACT NAME: _____ PHONE: _____

EMAIL ADDRESS: _____

SHIP TO	
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NEXT SHOW BOOTH# _____

CONTACT NAME _____ PHONE _____

NUMBER OF PIECES / LABELS _____

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

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!

**TRAVEL
ADVENTURE
SHOW.**

Atlanta
Georgia International Convention Center
January 11-12, 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

TS SHIPPER LLC - INBOUND FORM



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

Show Name: Atlanta Travel & Adventure

Show Dates: January 11-12, 2025

Venue: Georgia International Convention Center

CONTACT INFORMATION

Company Name:

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:

Phone:

Onsite Contact:

TYPE OF SERVICE

Truck Load

Deferred

2nd Day Air

Overnight Air

Economy / Standard Group

3rd Day Air

ADDITIONAL SERVICE

Lift Gate

Residential

Inside Pick Up

Declared Value (\$):

Declared Value can not exceed \$10,000

Phone: 216-566-5953

Email: info@tsshippers.com

Quick Quote: www.tsshippers.com

TS SHIPPER LLC - INBOUND FORM



Show Name: [EVENT NAME]

Show Dates: [EVENT DATES]

Venue: [VENUE]

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

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

Large empty rectangular box for additional information or instructions.

Send completed form to info@tsshipper.com or fax to 866-728-3775

Phone: 216-566-5953

Email: info@tsshippers.com

Quick Quote: www.tsshippers.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: _____

BOOTH # _____

ADDRESS: _____

SHOW: _____

ONSITE CONTACT: _____

ORDERED BY: _____

CELL: _____

PHONE: _____

QUOTED AMOUNT:

EMAIL: _____

\$ _____

YOUR SIGNATURE ON THIS PAYMENT AUTORIZATION 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: _____



TS SHIPPER OUTBOUND FORM

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



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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.

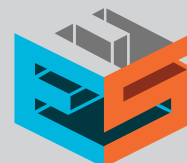
Safe Zone: 107"w x 81.5"h

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

10' x 10' PACKAGE B



\$4,790.00

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.



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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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20' x 20' PACKAGE D (side 1)



\$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.



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20' x 20' PACKAGE D (side 2)



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.

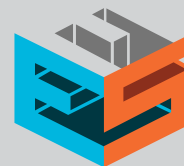
Safe Zone: 107"w x 81.5"h

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.



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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

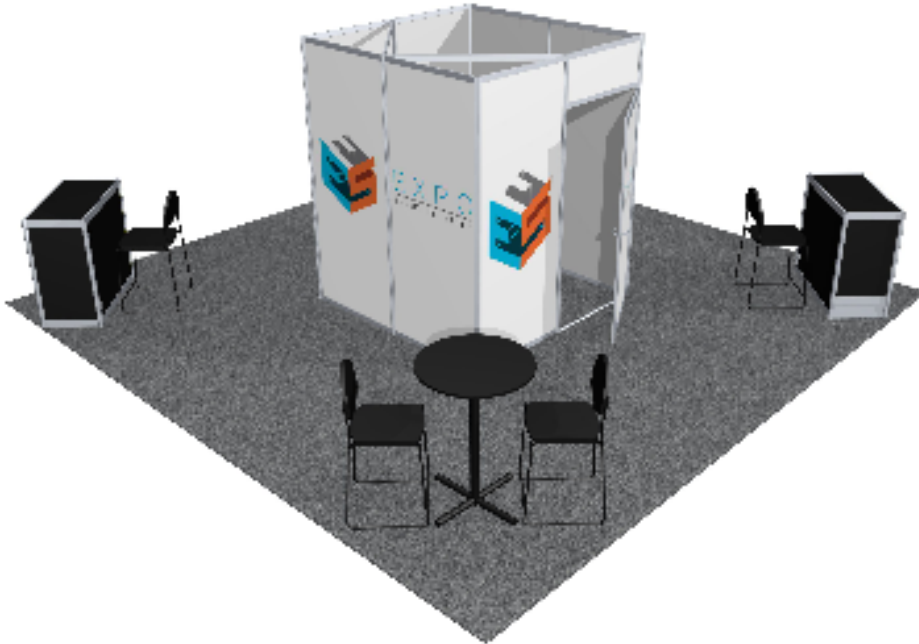
Prices are based on orders and artwork are supplied 30 days out rush charges will be quoted on specs.



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20' x 20' PACKAGE E (side 2)



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



Atlanta Travel & Adventure Show

Deadline Date January 2, 2025

Georgia International Convention Center

January 11-12, 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	Item	Discount Price	Standard Price	Total Price
	8.5" x 11"	\$51.00	\$65.00	
	11" x 17"	\$60.00	\$78.00	
	14" x 22"	\$72.00	\$95.00	
	22" x 28"	\$89.00	\$117.00	
	24" x 36"	\$180.00	\$233.00	
	30" x 40"	\$194.00	\$253.00	
	Logo	Quote Upon Request	Quote Upon Request	
	Banner	Quote Upon Request	Quote 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 @ 8.9% = _____ = TOTAL _____

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

GRAPHIC FILE SUBMISSION GUIDELINES



Atlanta Travel & Adventure Show

Georgia International Convention Center

January 11-12, 2025

Deadline Date January 2, 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



Atlanta Travel & Adventure Show

Deadline Date January 2, 2025

Georgia International Convention Center

January 11-12, 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

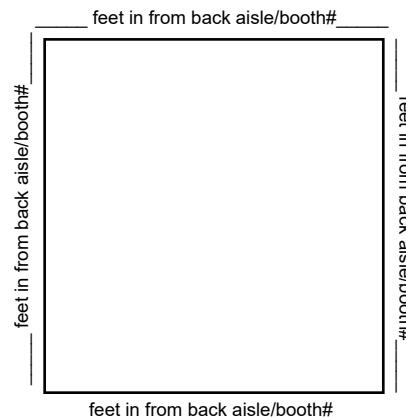
Exhibitor Provided

CHAIN MOTORS				
QTY	ITEM	ADVANCE	STANDARD	TOTAL
	1/2 Ton Chain Motor	\$602.00	\$782.00	
	1 Ton Chain Motor	\$753.00	\$979.00	

- 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



Atlanta Travel & Adventure Show

Deadline Date January 2, 2025

Georgia International Convention Center

January 11-12, 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

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	\$170.00	\$222.00	
	OT	\$280.00	\$364.00	
	Holiday	\$345.00	\$449.00	
EES Supervision: _____ x 30% =				
			(Assembly total)	(\$40.00 minimum)

SIGN DISASSEMBLY LABOR				
EST TOTAL HOURS	ITEM	ADVANCE	STANDARD	TOTAL
	ST	\$170.00	\$222.00	
	OT	\$280.00	\$364.00	
	Holiday	\$345.00	\$449.00	
EES Supervision: _____ x 30% =				
			(Assembly total)	(\$40.00 minimum)

Date of Assembly: _____

Requested Start Time: _____

Date of Assembly: _____

Requested Start Time: _____

OVERHEAD SIGN RIGGING LABOR

RIGGING INSTALLATION				
EST TOTAL HOURS	ITEM	ADVANCE	STANDARD	TOTAL
	ST	\$744.00	\$968.00	
	OT	\$966.00	\$1,256.00	
	Holiday	\$1,158.00	\$1,506.00	
EES Supervision: _____ x 30% =				

RIGGING REMOVAL				
EST TOTAL HOURS	ITEM	ADVANCE	STANDARD	TOTAL
	ST	\$744.00	\$968.00	
	OT	\$966.00	\$1,256.00	
	Holiday	\$1,158.00	\$1,506.00	
EES Supervision: _____ x 30% =				

Date of Assembly: _____

Requested Start Time: _____

Date of Assembly: _____

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



Atlanta Travel & Adventure Show

Deadline Date January 2, 2025

Georgia International Convention Center

January 11-12, 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

**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.

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.

DISPLAY LABOR (One Hour Minimum per Worker)

		Rates: per person/per hour	
Labor		Discount Price	Standard Price
Straight Time	8:00 a.m. to 4:30 p.m. Monday through Friday	\$155.00	\$202.00
Over Time	4:30 p.m. to 8:00 a.m. Monday through Friday; all day Saturday	\$255.00	\$332.00
Double Time	Sundays and Holidays	\$313.00	\$406.00

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



Atlanta Travel & Adventure Show

Deadline Date January 2, 2025

Georgia International Convention Center

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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



Atlanta Travel & Adventure Show

Deadline Date January 2, 2025

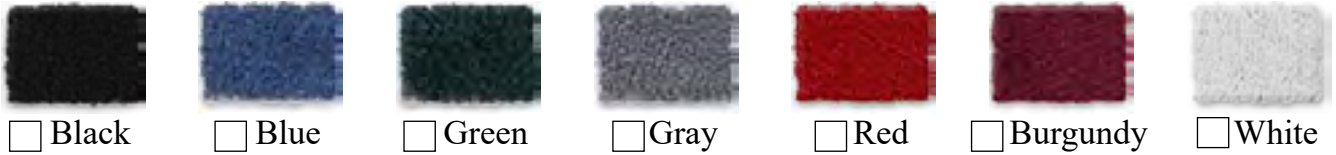
Georgia International Convention Center

January 11-12, 2025

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

STANDARD CARPET

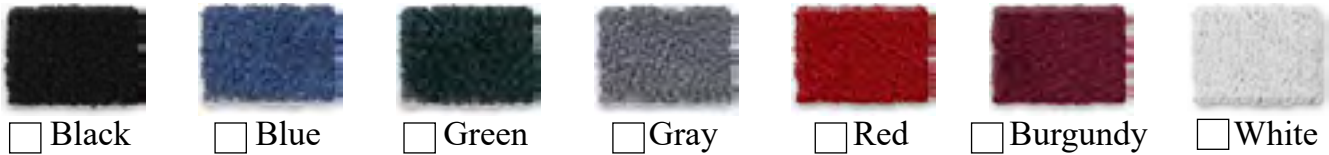


Qty	Item	Discount	Standard	Total
	10' x 10' Booth Carpet	\$247.00	\$321.00	
	10' x 20' Booth Carpet	\$492.00	\$641.00	
	10' x 30' Booth Carpet	\$739.00	\$961.00	

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	\$5.45 sq.ft.	\$7.09 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"	\$2.32 sq.ft.	\$3.01 sq.ft.	
Booth Size: Length _____ ft. x Width _____ ft. = _____ sq.ft.				

SUBTOTAL = _____ + TAX @ 8.9% = _____ = 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

Atlanta Travel & Adventure Show

Georgia International Convention Center

January 11-12, 2025

Deadline Date January 2, 2025

Chairs



Upholstered Side Chair



Upholstered Tall Stool

Pedestal Tables

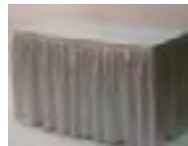


30" High Black Table



42" High Black Table

Draped & Undraped Tables



Accessories



Chrome Easel



Retractable Stanchion



Wastebasket

STANDARD FURNITURE & ACCESSORIES ORDER FORM



Atlanta Travel & Adventure Show

Deadline Date January 2, 2025

Georgia International Convention Center

January 11-12, 2025

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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	\$107.00	\$140.00	N/A	
		Tall Black Stool	\$108.00	\$141.00	N/A	
UNDRAPED TABLES		4' x 24" x 30" Undraped Table	\$100.00	\$130.00	N/A	
		6' x 24" x 30" Undraped Table	\$108.00	\$141.00	N/A	
		8' x 24" x 30" Undraped Table	\$124.00	\$161.00	N/A	
UNDRAPED COUNTERS		4' x 24" x 42" Undraped Counter	\$108.00	\$141.00	N/A	
		6' x 24" x 42" Undraped Counter	\$122.00	\$159.00	N/A	
		8' x 24" x 42" Undraped Counter	\$132.00	\$172.00	N/A	
DRAPED TABLES	Drape Table Colors: Black, Blue, Burgundy, Green, Gray, Red, White					
		4' x 24" x 30" High Draped Table	\$177.00	\$231.00		
		6' x 24" x 30" High Draped Table	\$198.00	\$258.00		
		8' x 24" x 30" High Draped Table	\$224.00	\$291.00		
		4th side Draped – 30"	\$75.00	\$97.00		
DRAPED COUNTERS	Drape Counter Colors: Black, Blue, Burgundy, Green, Gray, Red, White					
		4' x 24" x 42" High Draped Counter	\$198.00	\$258.00		
		6' x 24" x 42" High Draped Counter	\$232.00	\$301.00		
		8' x 24" x 42" High Draped Counter	\$265.00	\$344.00		
		4th side Draped – 42"	\$91.00	\$119.00		
DRAPE	Drape Counter Colors: Black, Blue, Burgundy, Green, Gray, Red, White					
		3' High Banjo Drape (4 ft. min. order)	\$22 Per/ft	\$28 Per/ft		
	8' High Banjo Drape (4 ft. min. order)	\$24 Per/ft	\$32 Per/ft			
PEDESTAL TABLES		30" x 30" High Pedestal Table	\$289.00	\$376.00	N/A	
		30" x 42" High Pedestal Table	\$328.00	\$427.00	N/A	
ACCESSORIES		Chrome Easel	\$69.00	\$90.00	N/A	
		Wastebasket	\$46.00	\$60.00	N/A	
		Retractable Stanchion	\$170.00	\$222.00	N/A	
		Coat Tree	\$69.00	\$90.00	N/A	

SUBTOTAL = _____ + TAX @ 8.9% = _____ = TOTAL _____

Payment Authorization Form must accompany order.

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

Deadline Date: January 2nd , 2025

2025
TRADE SHOW
KIT CATALOG

BLANC



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

FUNCTION

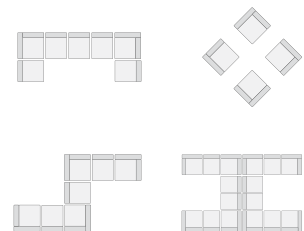
Modular Seating Collection



Function Armless Chair - White
White Vinyl
28"Square x 29"H



Function Corner - White
White Vinyl
28"Square x 29"H



Function Armless Chair - Black
Black Vinyl
28"Square x 29"H



Function Corner - Black
Black Vinyl
28"Square x 29"H

Deadline Date: January 2nd , 2025

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



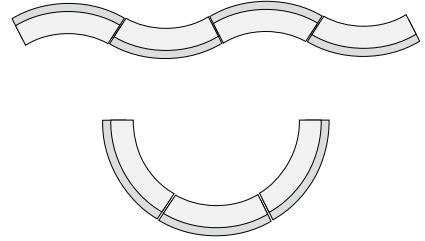
Continental Curved Bench

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



BOCA

Modular Seating Collection



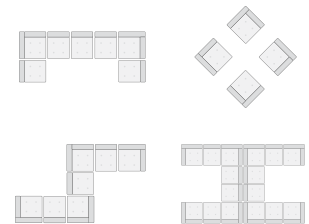
Boca Corner

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

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

Deadline Date: January 2nd , 2025

GRAMMERCY



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

AUBREY



Aubrey Sofa

Light Beige Faux Linen Fabric
90"W x 35"D x 35"H



Aubrey Chair

Light Beige Faux Linen Fabric
37"W x 35"D x 35"H



Aubrey Bench Ottoman

Light Beige Faux Linen Fabric
48"W x 24"D x 18"H

CHANDLER



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



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 End Table

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



Evoke Cube Table

Coffee Resin Frame
18"Square x 18"H

LATITUDE



Latitude Sofa

Beige Olefin Fabric
91"W x 42"D x 33"H



Latitude Loveseat

Beige Olefin Fabric
91"W x 42"D x 33"H



Latitude Chair

Beige Olefin Fabric
42"W x 36"D x 33"H

VERONA



Verona Sofa
Granite Frame With Light Grey Cushions
74"W x 38"D x 25"H



Verona Chair
Granite Frame With Light Grey Cushions
28"W x 38"D x 25"H



Verona Ottoman
Granite Frame With Light Grey Cushions
26"W x 21"D x 18"H

JASPER



Jasper Sofa
Boca Bright White
64"W x 28"D x 33"H



Jasper Chair
Boca Bright White
30"W x 28"D x 33"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

CROMWELL



Cromwell Sofa

Royal Blue Velvet
78"W x 32"D x 29"H



Cromwell Chair

Royal Blue Velvet
32"W x 32"D x 29"H

STAGE CHAIRS



Bianca Stage Chair - Frost

Bright White Leather
26"Square x 37"H



Bianca Stage Chair - Onyx

Onyx Microfiber
26"Square x 37"H



Bianca Stage Chair - Sand

Sand Microfiber
26"Square x 37"H



Empire Chair

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



Monarch Chair

Bright White Leather
28"Square x 30"H



Royce Chair - Mink

Mink Microfiber
29"W x 30"D x 33"H



Royce Chair - Oyster

Oyster Microfiber
29"W x 30"D x 33"H

Deadline Date: January 2nd , 2025

OTTOMANS & BENCHES



Curved Bench

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



Encore Bench

Black Mango Wood
68"W x 15"D x 18"H



Square Ottoman

■ Metro Black Leather
■ Grammercy Charcoal Leather
40"Square x 17"H



Bench Ottoman

■ Metro Black Leather
■ Chandler Red Leather
■ Grammercy Charcoal 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



Grammercy Round Ottoman

Charcoal Leather
46"Round x 17"H

BANQUETTES & TURNING BEDS



Essentials Banquette

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



Grammercy Banquette

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



Essentials Turning Bed

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

Deadline Date: January 2nd , 2025

CUBE OTTOMANS



Rubix Cube Ottomans

- Cherry
- Cromwell
- Grape
- Lemon
- Lime
- Mango

18"Square x 18"H



Blanc Cube Ottoman

Bright White Leather
17"Square x 17"H



Metro Cube Ottoman

Black Leather
18"Square x 18"H

CHARGED! 



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.*



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.*



Command 8' Conference Table - White Charged

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

**Maximum of 1 table per power source.*

Deadline Date: January 2nd , 2025

OCCASIONAL TABLES



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



Novel Tables

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



Fuze Tables

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



London Tables

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

Deadline Date: January 2nd , 2025

OCCASIONAL TABLES



Hylton Tablet Table

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



Gemma Accent Table - Blue Agate

Blue Agate Top/Brass Base
14"Round x 20"H



Gemma Accent Table - Citrine

Rose Quartz Top/Brass Base
14"Round x 20"H



Gemma Accent Table - Moonstone

Grey Agate Top/Brass Base
14"Round x 20"H



Gemma Accent Table - Obsidian

Obsidian Top/Brass Base
14"Round x 20"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



Cube Tables

- Black
- White

Cocktail Table
24"Square x 16"H
End Table
24"Square x 21"H



Sirona Accent Table

Grey Top/Black Metal Base
18"W x 12"D x 28"H



Orbit End Table

White/Powder-Coated Aluminum
16"Round x 19"H

Deadline Date: January 2nd , 2025

BARS & BAR BACKS



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
□ White
48"W x 16"D x 42"H
2 Shelves In Back



Bloxx 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)



Elara Bar

Black Powder-Coated Steel
Frosted Plexi With Built-in Wireless LED Kit
72"W x 25"D x 44"H (Bar)
Includes Remote Control



Razor Bar

Gold Powder-Coated Steel
Frosted Plexi With Built-in Wireless LED Kit
72"W x 25"D x 44"H (Bar)
Includes Remote Control

STOOLS



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



Euro Bar Stool

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



Milo Bar Stool

- Black
 - California Wine
 - Chartreuse
 - Chocolate
 - Jade
 - Victory Blue
 - White
- 20"W x 21"D x 41"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



Clara Stool

- White
- 17"W x 21"D x 41"H

STOOLS



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

CAFÉ CHAIRS



Milo Chair

- Black
- California Wine
- Chartreuse
- Chocolate
- Jade
- Victory Blue
- White

20"W x 21"D x 41"H

CAFÉ CHAIRS



Clara Chair

White
18"W x 21"D x 35"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)



Sonic Chair

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



Nexus Chair

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



Colin Chair

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

BAR TABLES



24" Square Bar Table - Cosmo
Available in Black or Chrome Base
24"Square x 42"H



24" Square Bar Table - Emerald Tide
Available in Black or Chrome Base
24"Square x 42"H



24" Square Bar Table - Icebreaker
Available in Black or Chrome Base
24"Square x 42"H



24" Square Bar Table - Sirona
Available in Black or Chrome Base
24"Square x 42"H



32" Round Bar Table - Cement
Available in Black or Chrome Base
32"Round x 42"H



32" Round Bar Table - Yukon Gold
Available in Black or Chrome Base
32"Round x 42"H



32" Round Bar Table - Smoke
Available in Black or Chrome Base
32"Round x 42"H



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

BAR TABLES



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 Bar Table

White/Chrome 30"
30"Round x 42"H
White/Chrome 36"
36"Round x 42"H



Fuze Bar Table

Zebrawood 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

BAR TABLES



Spectrum Bar Table - Purple
Purple/Chrome
24"Square x 42"H



Spectrum Bar Table - Green
Green/Chrome
24"Square x 42"H



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

CAFÉ TABLES



24" Square Café Table - Cosmo
Available in Black or Chrome Base
24"Square x 30"H



24" Square Café Table - Emerald Tide
Available in Black or Chrome Base
24"Square x 30"H



24" Square Café Table - Icebreaker
Available in Black or Chrome Base
24"Square x 30"H



24" Square Café Table - Sirona
Available in Black or Chrome Base
24"Square x 30"H



32" Round Café Table - Cement
Available in Black or Chrome Base
32"Round x 30"H



32" Round Café Table - Yukon Gold
Available in Black or Chrome Base
32"Round x 30"H

CAFÉ TABLES



32" Round Café Table - Smoke

Available in Black or Chrome Base
32"Round x 30"H



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



Blanco Café Table

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



Fuze Café Table

Zebrawood Laminate/Chrome
36"Square x 30"H



Blanco Square Café Table

White/Chrome
24"Square x 30"H

CAFÉ TABLES



Blanco Rectangle Café Table
White/Chrome
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



Encore Dining Table
Black Mango Wood
80"W x 40"D x 30"H



Madera Dining Table
Walnut Veneer
92"W x 39"D x 30"H

OFFICE SEATING



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



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



Rimati Hi-Back Chair - White

■ Black
□ White
30"W x 28"D x 47-50"H



Rimati Guest Chair - Black

■ Black
□ White
27"W x 25"D x 40"H

CONFERENCE TABLES



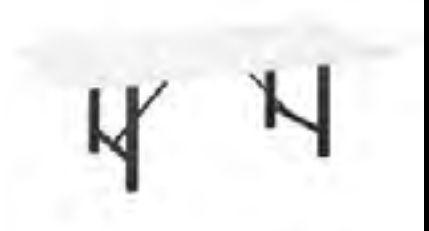
Conference Table Round

- 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

OFFICE FURNITURE



Computer Kiosk

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



Storage Credenza

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



Jr Executive Desk

- Black
 - Mahogany
- Double Pedestal/Locking Drawers
60"W x 30"D x 29"H

OFFICE FURNITURE



Executive Desk

■ Black
■ Mahogany
Double Pedestal/Locking Drawers
72"W x 36"D x 29"H



5-Shelf Bookcase

■ Black
■ Mahogany
36"W x 12"D x 72"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

Deadline Date: January 2nd , 2025

METAL FILE & STORAGE CABINETS



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
36"W x 18"D x 27"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

PEDESTALS



42" Display Pedestals

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



36" Display Pedestals

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



30" Display Pedestals

- 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

- Zebra wood Laminate/Chrome
16"Square x 44"H



London Pedestal

- Marble/Chrome
16"Square x 44"H

Deadline Date: January 2nd , 2025

MISCELLANEOUS ITEMS



Stanchion
Chrome
41"H
Stanchion Rope
Red Velour
6'L



Nero Literature Rack
Black
14.75"W x 12"D x 53.5"H



Argento Literature Rack
Aluminum
14.75"W x 12"D x 53.5"H



Alto Literature Rack
Black/Metal
10.5"W x 9.5"D x 57"H



Compact Refrigerator
Black 4 Cubic Feet
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

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. 2)						
18228-0847	100 lbs.	Blanc Bright White Leather Sofa	75"W x 35"D x 35"H	\$1,104.29		\$-
18167-0614	90 lbs.	Blanc Bright White Leather Loveseat	54"W x 35"D x 35"H	\$1,054.03		\$-
18284-0834	75 lbs.	Blanc Bright White Leather Chair	33"W x 35"D x 35"H	\$880.78		\$-
18024-0072	40 lbs.	Blanc Bright White Leather Bench Ottoman	48"W x 24"D x 18"H	\$529.00		\$-
18184-0274	15 lbs.	Blanc Bright White Leather Cube Ottoman	17"Square	\$185.15		\$-
Function (Pg. 2)						
18284-0554	38 lbs.	Function Bright White Leather Armless Chair	28"Square x 29"H	\$563.38		\$-
18066-0016	27 lbs.	Function Bright White Leather Corner	28"Square x 29"H	\$605.71		\$-
18284-0452	38 lbs.	Function Black Leather Armless Chair	28"Square x 29"H	\$563.38		\$-
18066-0009	27 lbs.	Function Black Leather Corner	28"Square x 29"H	\$605.71		\$-
Continental (Pg. 3)						
18303-0006	105 lbs.	Continental Bright White Leather Curved Loveseat	82"W x 34"D x 31"H	\$1,088.42		\$-
18304-0002	105 lbs.	Continental Bright White Leather Reverse Curved Loveseat	72"W x 34"D x 31"H	\$1,054.03		\$-
18296-0006	35 lbs.	Continental Bright White Leather Wedge Ottoman	30"W x 34"D x 19"H	\$468.17		\$-
18184-0283	75 lbs.	Continental Bright White Leather Curved Bench	70"W x 26"D x 19"H	\$552.81		\$-
18184-0284	30 lbs.	Continental Bright White Leather Half Moon Ottoman	33"W x 19"D x 19"H	\$468.17		\$-
Boca (Pg. 3)						
18066-0026	38 lbs.	Boca Black Leather Corner	27"W x 27"D x 30"H	\$605.71		\$-
18284-0786	28 lbs.	Boca Black Leather Armless	22"W x 27"D x 30"H	\$563.38		\$-
Metro (Pg. 4)						
18228-0602	110 lbs.	Metro Black Leather Sofa	85"W x 35"D x 35"H	\$907.24		\$-
18167-0467	90 lbs.	Metro Black Leather Loveseat	60"W x 35"D x 35"H	\$874.17		\$-
18284-0482	75 lbs.	Metro Black Leather Chair	35"Square x 35"H	\$682.41		\$-
18184-0179	65 lbs.	Metro Black Leather Square Ottoman	40"Square x 17"H	\$468.17		\$-
18024-0008	43 lbs.	Metro Black Leather Bench Ottoman	60"W x 24"D x 17"H	\$468.17		\$-
Grammercy (Pg. 4 & 5)						
18228-0605	90 lbs.	Grammercy Charcoal Leather Sofa	82"W x 36"D x 36"H	\$1,010.39		\$-
18167-0469	90 lbs.	Grammercy Charcoal Leather Loveseat	57"W x 36"D x 36"H	\$880.78		\$-
18284-0485	40 lbs.	Grammercy Charcoal Leather Chair	28"W x 36"D x 36"H	\$563.38		\$-
18066-0015	51 lbs.	Grammercy Charcoal Leather Corner	36"Square x 36"H	\$648.03		\$-
18184-0036	64 lbs.	Grammercy Charcoal Leather Round Ottoman	46"Round x 17"H	\$468.17		\$-
18184-0033	65 lbs.	Grammercy Charcoal Leather Square Ottoman	40"Square x 17"H	\$468.17		\$-
Aubrey (Pg. 5)						
18228-0891	100 lbs.	Aubrey Sofa	90"W x 35"D x 35"H	\$1,188.93		\$-
18284-0898	75 lbs.	Aubrey Chair	37"W x 35"D x 35"H	\$747.21		\$-
18184-0303	30 lbs.	Aubrey Bench Ottoman	48"W x 24"D x 18"H	\$435.10		\$-
Chandler (Pg. 5 & 6)						
18228-0795	100 lbs.	Chandler Red Leather Sofa	76"W x 37"D x 35"H	\$907.24		\$-
18167-0581	90 lbs.	Chandler Red Leather Loveseat	53"W x 37"D x 35"H	\$874.17		\$-
18284-0717	75 lbs.	Chandler Red Leather Chair	31"W x 37"D x 35"H	\$682.41		\$-
18024-0062	43 lbs.	Chandler Red Leather Bench Ottoman	60"W x 24"D x 17"H	\$468.17		\$-
Evoke (Pg. 6)						
13229-0007	80 lbs.	Evoke Sofa	81"W x 35"D x 27"H	\$1,371.43		\$-
13041-0015	40 lbs.	Evoke Chair	33"W x 35"D x 27"H	\$735.31		\$-
13054-0011	20 lbs.	Evoke Cocktail Table	48"W x 24"D x 18"H	\$468.17		\$-
13110-0009	20 lbs.	Evoke End Table	24"W x 28"D x 25"H	\$415.27		\$-
13110-0008	10 lbs.	Evoke Cube Table	18"Square	\$294.92		\$-
Latitude (Pg. 6)						
13229-0020	77 lbs.	Latitude Sofa	91"W x 42"D x 33"H	\$1,187.61		\$-
13170-0011	67 lbs.	Latitude Loveseat	91"W x 42"D x 33"H	\$1,108.26		\$-
13285-0015	37 lbs.	Latitude Chair	42"W x 36"D x 33"H	\$923.11		\$-
Verona (Pg. 7)						
13229-0016	85 lbs.	Verona Sofa	74"W x 38"D x 25"H	\$1,301.34		\$-
13285-0013	44 lbs.	Verona Chair	28"W x 38"D x 25"H	\$671.83		\$-

13185-0010	17 lbs.	Verona Ottoman	26"W x 21"D x 18"H	\$388.82	\$-
Jasper (Pg. 7)					
18228-0892	80 lbs.	Jasper Sofa	64"W x 24"D x 33"H	\$1,017.00	\$-
18284-0902	60 lbs.	Jasper Chair	30"W x 24"D x 33"H	\$659.93	\$-
Niko (Pg. 7)					
18228-0858	100 lbs.	Niko Sofa	81"W x 30"D x 38"H	\$1,122.80	\$-
18167-0622	85 lbs.	Niko Loveseat	58"W x 30"D x 38"H	\$1,026.26	\$-
18284-0856	70 lbs.	Niko Chair	31"W x 30"D x 38"H	\$854.34	\$-
Cromwell (Pg. 8)					
18228-0869	100 lbs.	Cromwell Sofa	78"W x 32"D x 29"H	\$1,276.21	\$-
18284-0873	70 lbs.	Cromwell Chair	32"W x 32"D x 29"H	\$759.11	\$-
Stage Chairs (Pg. 8)					
18284-0876	35 lbs.	Bianca Stage Chair - Frost	26"Square x 37"H	\$403.36	\$-
18284-0895	35 lbs.	Bianca Stage Chair - Onyx	26"Square x 37"H	\$403.36	\$-
18284-0893	35 lbs.	Bianca Stage Chair - Sand	26"Square x 37"H	\$403.36	\$-
18284-0621	80 lbs.	Empire Chair - Black Leather	28"W x 32"D x 32"H	\$605.71	\$-
18284-0564	80 lbs.	Empire Chair - White Leather	28"W x 32"D x 32"H	\$605.71	\$-
18284-0785	24 lbs.	Monarch Chair	28"Square x 30"H	\$387.49	\$-
18284-0900	55 lbs.	Royce Chair - Mink	29"W x 30"D x 33"H	\$527.68	\$-
18284-0901	55 lbs.	Royce Chair - Oyster	29"W x 30"D x 33"H	\$527.68	\$-
Ottomans & Benches (Pg. 9)					
18184-0283	75 lbs.	Continental Bright White Leather Curved Bench	70"W x 26"D x 19"H	\$552.81	\$-
05026-0012		Encore Bench	68"W x 15"D x 18"H	\$501.23	\$-
18184-0179	65 lbs.	Metro Black Leather Square Ottoman	40"Square x 17"H	\$468.17	\$-
18184-0033	65 lbs.	Grammercy Charcoal Leather Square Ottoman	40"Square x 17"H	\$468.17	\$-
18024-0008	43 lbs.	Metro Black Leather Bench	60"W x 24"D x 17"H	\$468.17	\$-
18024-0002	43 lbs.	Grammercy Charcoal Leather Bench	60"W x 24"D x 17"H	\$468.17	\$-
18024-0062	43 lbs.	Chandler Red Leather Bench	60"W x 24"D x 17"H	\$468.17	\$-
18184-0192	70 lbs.	Essentials Storage Ottoman	48"W x 24"D x 20"H	\$648.03	\$-
18184-0036	64 lbs.	Grammercy Charcoal Leather Round Ottoman	46"Round x 17"H	\$468.17	\$-
Banquettes & Turning Beds (Pg. 9)					
18011-0011	185 lbs.	Essentials White Leather Banquette (2 pcs)	60"Round x 48"H	\$1,371.43	\$-
18011-0002	130 lbs.	Grammercy Charcoal Leather Banquette (2 pcs)	59"Round x 38"H	\$1,371.43	\$-
02082-0033	200 lbs.	Essentials White Leather Turning Bed	96"W x 48"D x 34"H	\$1,647.84	\$-
Cube Ottomans (Pg. 10)					
18184-0294	10 lbs.	Rubix Cube - Cherry	17"Square x 18"H	\$189.12	\$-
18184-0295	10 lbs.	Rubix Cube - Cromwell	17"Square x 18"H	\$189.12	\$-
18184-0296	10 lbs.	Rubix Cube - Grape	17"Square x 18"H	\$189.12	\$-
18184-0293	10 lbs.	Rubix Cube - Lemon	17"Square x 18"H	\$189.12	\$-
18184-0297	10 lbs.	Rubix Cube - Lime	17"Square x 18"H	\$189.12	\$-
18184-0298	10 lbs.	Rubix Cube - Mango	17"Square x 18"H	\$189.12	\$-
18184-0274	15 lbs.	Blanc Bright White Leather Cube	17"Square x 17"H	\$185.15	\$-
18184-0128	15 lbs.	Metro Black Leather Cube Ottoman	18"Square x 18"H	\$185.15	\$-
Charged (Pg. 11)					
22100-0001	192 lbs.	Essentials Turning Bed w/Charging Station Insert	96"W x 48"D x 19"H	\$1,827.70	\$-
22051-0001	40 lbs.	Boca Bright White Corner - Charged	27"W x 27"D x 30"H	\$690.35	\$-
22050-0001	40 lbs.	Boca Bright White Armless - Charged	22"W x 27"D x 30"H	\$638.77	\$-
22001-0001	80 lbs.	Aspen Bar Table - Charged	72"W x 26"D x 42"H	\$1,069.90	\$-
22002-0002	55 lbs.	Aspen Cocktail Table - Charged	48"W x 24"D x 18"H	\$605.71	\$-
18284-0861	52 lbs.	Patrice Tablet Chair	28"W x 30.5"D x 31"H	\$666.54	\$-
22052-0001	60 lbs.	Lincoln Bench - Charged	59"W x 39"D x 17"H	\$1,010.39	\$-
Occasional Tables (Pg. 12 & 13)					
12108-0001-12304-0006	10 lbs.	Aria Red End Table	24"W x 20"D x 22"H	\$329.30	\$-
12049-0001-12050-0004	20 lbs.	Aria Red Cocktail Table	44"W x 20"D x 18"H	\$346.50	\$-
12108-0001-12304-0005	10 lbs.	Aria Green End Table	24"W x 20"D x 22"H	\$329.30	\$-
12049-0001-12050-0007	20 lbs.	Aria Green Cocktail Table	44"W x 20"D x 18"H	\$346.50	\$-
12108-0001-12304-0004	10 lbs.	Aria Blue End Table	24"W x 20"D x 22"H	\$329.30	\$-
12049-0001-12050-0005	20 lbs.	Aria Blue Cocktail Table	44"W x 20"D x 18"H	\$346.50	\$-
12108-0001-12304-0007	10 lbs.	Aria Purple End Table	24"W x 20"D x 22"H	\$329.30	\$-
12049-0001-12050-0006	20 lbs.	Aria Purple Cocktail Table	44"W x 20"D x 18"H	\$346.50	\$-
12108-0001-12304-0002	10 lbs.	Aria White End Table	24"W x 20"D x 22"H	\$329.30	\$-
12231-0001-12305-0002	35 lbs.	Aria White Console Table	44"W x 20"D x 30"H	\$365.01	\$-
12049-0001-12050-0003	20 lbs.	Aria White Cocktail Table	44"W x 20"D x 18"H	\$346.50	\$-
12108-0001-12304-0001	10 lbs.	Aria Charcoal End Table	24"W x 20"D x 22"H	\$329.30	\$-
12231-0001-12305-0001	35 lbs.	Aria Charcoal Console Table	44"W x 20"D x 30"H	\$365.01	\$-
12049-0001-12050-0002	20 lbs.	Aria Charcoal Cocktail Table	44"W x 20"D x 18"H	\$346.50	\$-
18024-0010	30 lbs.	Novel End Table	15"Square x 16"H	\$415.27	\$-
18024-0011	50 lbs.	Novel Cocktail Table	46"W x 15"D x 16"H	\$468.17	\$-
12107-0512	27 lbs.	Fuze End Table	24"Square x 23"H	\$355.75	\$-
12230-0116	49 lbs.	Fuze Console Table	60"W x 16"D x 34"H	\$432.46	\$-
12055-0453	55 lbs.	Fuze Cocktail Table	40"Square x 16"H	\$399.40	\$-
12107-0493	27 lbs.	London End Table	24"Square x 23"H	\$355.75	\$-
12230-0110	49 lbs.	London Console Table	60"W x 16"D x 34"H	\$432.46	\$-
12055-0428	55 lbs.	London Cocktail Table	40"Square x 16"H	\$399.40	\$-
12107-0467	13 lbs.	Hylton Tablet Table	18"W x 12"D x 28"H	\$294.92	\$-
12003-0117	27 lbs.	Gemma Accent Table - Blue Agate	14"Round x 20"H	\$365.01	\$-
12003-0115	27 lbs.	Gemma Accent Table - Citrine	14"Round x 20"H	\$365.01	\$-
12003-0116	27 lbs.	Gemma Accent Table - Moonstone	14"Round x 20"H	\$365.01	\$-
12003-0120	27 lbs.	Gemma Accent Table - Obsidian	14"Round x 20"H	\$365.01	\$-

12107-0494	21 lbs.	Brooklyn II Square End Table	22"W X 22"D X 20"H	\$304.18	\$-
12107-0495	15 lbs.	Brooklyn II Round End Table	20"Round X 20"H	\$304.18	\$-
12055-0429	35 lbs.	Brooklyn II Rect Cocktail Table	42"W X 24"D X 16"H	\$338.56	\$-
12055-0430	25 lbs.	Brooklyn II Round Cocktail Table	30"Round X 16"H	\$338.56	\$-
12055-0285	40 lbs.	24" Cube Cocktail Table - Black	24"Square x 16"H	\$329.30	\$-
12055-0286	40 lbs.	24" Cube Cocktail Table - White	24"Square x 16"H	\$329.30	\$-
12107-0296	50 lbs.	24" Cube End Table - Black	24"Square x 21"H	\$338.56	\$-
12107-0297	55 lbs.	24" Cube End Table - White	24"Square x 21"H	\$338.56	\$-
12003-0102	17 lbs.	Sirona Accent Table	18"W x 12"D x 28"H	\$294.92	\$-
13110-0017	10 lbs.	Orbit End Table	16"Round x 19"H	\$245.99	\$-
Bars & Bar Backs (Pg. 14)					
05012-0076	185 lbs.	VIP Glow Bar 6'	72"W x 24"D x 42"H	\$1,199.51	\$-
05012-0075	130 lbs.	VIP Glow Bar 4'	48"W x 24"D x 42"H	\$1,010.39	\$-
05012-0053	70 lbs.	Black Bar - 2 Shelf	48"W x 16"D x 42"H	\$552.81	\$-
05012-0054	70 lbs.	White Bar - 2 Shelf	48"W x 16"D x 42"H	\$552.81	\$-
12112-0010	60 lbs.	Blox Bar Back	30"W x 16"D x 86"H	\$690.35	\$-
05001-0017	150 lbs.	Piazza Bar Back - Black	44"W x 12"D x 80"H	\$648.03	\$-
05001-0018	150 lbs.	Piazza Bar Back - White	44"W x 12"D x 80"H	\$648.03	\$-
05012-0083	282 lbs.	Elara Bar	72"W x 25"D x 44"H	\$1,838.28	\$-
05012-0082	220 lbs.	Razor Bar	72"W x 25"D x 44"H	\$1,838.28	\$-
Bar Stools (Pg. 15 & 16)					
05237-0038	15 lbs.	Criss Cross Bar Stool - Espresso	15"W x 19"D x 41"H	\$310.79	\$-
05237-0039	15 lbs.	Criss Cross Bar Stool - White	15"W x 19"D x 41"H	\$310.79	\$-
05237-0305	17 lbs.	Colin Stool	20"W x 19"D x 46"H	\$260.53	\$-
05237-0221	20 lbs.	Euro Bar Stool - Black	22"W x 24"D x 42"H	\$294.92	\$-
05237-0306-05033-0001-05034-0009	27 lbs.	Milo Bar Stool - Black	20"W x 21"D x 41"H	\$294.92	\$-
05237-0306-05033-0007-05034-0012	27 lbs.	Milo Bar Stool - California Wine	20"W x 21"D x 41"H	\$294.92	\$-
05237-0306-05033-0005-05034-0011	27 lbs.	Milo Bar Stool - Chartreuse	20"W x 21"D x 41"H	\$294.92	\$-
05237-0306-05033-0013-05034-0015	27 lbs.	Milo Bar Stool - Chocolate	20"W x 21"D x 41"H	\$294.92	\$-
05237-0306-05033-0011-05034-0014	27 lbs.	Milo Bar Stool - Jade	20"W x 21"D x 41"H	\$294.92	\$-
05237-0306-05033-0009-05034-0013	27 lbs.	Milo Bar Stool - Victory Blue	20"W x 21"D x 41"H	\$294.92	\$-
05237-0306-05033-0002-05034-0010	27 lbs.	Milo Bar Stool - White	20"W x 21"D x 41"H	\$294.92	\$-
05237-0270	40 lbs.	Hourglass Bar Stool - Black	18"W x 20"D x 43"H	\$321.37	\$-
05237-0271	40 lbs.	Hourglass Bar Stool - White	18"W x 20"D x 43"H	\$321.37	\$-
05237-0160	35 lbs.	Equino Bar Stool - Black	15"W x 13"D x 35"H	\$321.37	\$-
05237-0041	35 lbs.	Equino Bar Stool - White	15"W x 13"D x 35"H	\$321.37	\$-
05237-0298	16 lbs.	Clara Stool	17"W x 21"D x 41"H	\$310.79	\$-
05237-0215	15 lbs.	Marcus Stool	18"Square x 29"H	\$235.41	\$-
05237-0169	25 lbs.	Caprice Stool	25"W x 26"D x 44"H	\$321.37	\$-
05237-0042	15 lbs.	Sonic Stool	22"W x 23"D x 42"H	\$260.53	\$-
05237-0300	6 lbs.	Nexus Stool	19"W x 20"D x 44"H	\$268.47	\$-
Café Chairs (Pg. 16 & 17)					
05035-0053-05033-0003-05034-0009	19 lbs.	Milo Chair - Black	20"W x 22"D x 33"H	\$182.51	\$-
05035-0053-05033-0008-05034-0012	19 lbs.	Milo Chair - California Wine	20"W x 22"D x 33"H	\$182.51	\$-
05035-0053-05033-0006-05034-0011	19 lbs.	Milo Chair - Chartreuse	20"W x 22"D x 33"H	\$182.51	\$-
05035-0053-05033-0014-05034-0015	19 lbs.	Milo Chair - Chocolate	20"W x 22"D x 33"H	\$182.51	\$-
05035-0053-05033-0012-05034-0014	19 lbs.	Milo Chair - Jade	20"W x 22"D x 33"H	\$182.51	\$-
05035-0053-05033-0010-05034-0013	19 lbs.	Milo Chair - Victory Blue	20"W x 22"D x 33"H	\$182.51	\$-
05035-0053-05033-0004-05034-0010	19 lbs.	Milo Chair - White	20"W x 22"D x 33"H	\$182.51	\$-
05035-0051	11 lbs.	Clara Chair	18"W x 21"D x 35"H	\$207.63	\$-
05035-0008	10 lbs.	Leslie Chair	17"W x 21"D x 31"H	\$165.31	\$-
05035-0010	15 lbs.	Criss Cross Chair - Espresso	17"W x 21"D x 35"H	\$207.63	\$-
05035-0011	15 lbs.	Criss Cross Chair - White	17"W x 21"D x 35"H	\$207.63	\$-
05035-0023	24 lbs.	Elio Chair	17"Square x 33"H	\$185.15	\$-
14233-0025	20 lbs.	Caprice Chair - Black	25"W x 24"D x 32"H	\$185.15	\$-
14233-0005	20 lbs.	Comet Stack Chair - Arms	23"W x 22"D x 32"H	\$252.60	\$-
14233-0006	15 lbs.	Comet Stack Chair - Armless	19"W x 22"D x 32"H	\$235.41	\$-
14233-0016	10 lbs.	Sonic Chair	20"W x 21"D x 32"H	\$185.15	\$-
05035-0050	5 lbs.	Nexus Chair	19"W x 22"D x 32"H	\$219.54	\$-
05035-0052	12 lbs.	Colin Chair	22"W x 19"D x 33"H	\$185.15	\$-
Bar Tables (Pg. 18, 19 & 20)					
05246-0003-05036-0050	27 lbs.	24" Square Bar Table - Cosmo/Chrome Base	24"Square x 42"H	\$346.50	\$-
05246-0018-05036-0050	31 lbs.	24" Square Bar Table - Cosmo/Black Base	24"Square x 42"H	\$346.50	\$-
05246-0003-05036-0051	27 lbs.	24" Square Bar Table - Emerald Tide/Chrome Base	24"Square x 42"H	\$346.50	\$-
05246-0018-05036-0051	31 lbs.	24" Square Bar Table - Emerald Tide/Black Base	24"Square x 42"H	\$346.50	\$-
05246-0003-05036-0049	27 lbs.	24" Square Bar Table - Icebreaker/Chrome Base	24"Square x 42"H	\$346.50	\$-
05246-0018-05036-0049	31 lbs.	24" Square Bar Table - Icebreaker/Black Base	24"Square x 42"H	\$346.50	\$-
05246-0003-05036-0048	27 lbs.	24" Square Bar Table - Sirona/Chrome Base	24"Square x 42"H	\$346.50	\$-
05246-0018-05036-0048	31 lbs.	24" Square Bar Table - Sirona/Black Base	24"Square x 42"H	\$346.50	\$-
05246-0003-05036-0046	27 lbs.	32" Round Bar Table - Cement/Chrome Base	32"Round x 42"H	\$468.17	\$-
05246-0018-05036-0046	31 lbs.	32" Round Bar Table - Cement/Black Base	32"Round x 42"H	\$468.17	\$-
05246-0003-05036-0047	27 lbs.	32" Round Bar Table - Yukon Oak/Chrome Base	32"Round x 42"H	\$468.17	\$-
05246-0018-05036-0047	31 lbs.	32" Round Bar Table - Yukon Oak/Black Base	32"Round x 42"H	\$468.17	\$-
05036-0053-05246-0018	33 lbs.	32" Round Bar Table - Smoke/Black Base	32"Round x 42"H	\$468.17	\$-
05036-0053-05246-0003	38 lbs.	32" Round Bar Table - Smoke/Chrome Base	32"Round x 42"H	\$468.17	\$-
05246-0018-05036-0001	34 lbs.	Euro Bar Table Black/Black 30" Round	30"Round x 42"H	\$329.30	\$-
05246-0018-05036-0004	41 lbs.	Euro Bar Table Black/Black 36" Round	36"Round x 42"H	\$338.56	\$-
05246-0003-05036-0001	30 lbs.	Silk Bar Table Black/Chrome 30" Round	30"Round x 42"H	\$329.30	\$-
05246-0003-05036-0004	37 lbs.	Silk Bar Table Black/Chrome 36" Round	36"Round x 42"H	\$338.56	\$-
05246-0018-05036-0037	34 lbs.	City Bar Table Maple/Black 30" Round	30"Round x 42"H	\$329.30	\$-

05246-0018-05036-0038	41 lbs.	City Bar Table Maple/Black 36" Round	36"Round x 42"H	\$338.56	\$-
05246-0003-05036-0037	30 lbs.	Park Ave Bar Table Maple/Chrome 30" Round	30"Round x 42"H	\$329.30	\$-
05246-0003-05036-0038	37 lbs.	Park Ave Bar Table Maple/Chrome 36" Round	36"Round x 42"H	\$338.56	\$-
05246-0018-05036-0003	34 lbs.	Summit Bar Table White/Black 30" Round	30"Round x 42"H	\$329.30	\$-
05246-0018-05036-0006	41 lbs.	Summit Bar Table White/Black 36" Round	36"Round x 42"H	\$338.56	\$-
05246-0003-05036-0003	30 lbs.	Blanco Bar Table White/Chrome 30" Round	30"Round x 42"H	\$329.30	\$-
05246-0003-05036-0006	37 lbs.	Blanco Bar Table White/Chrome 36" Round	36"Round x 42"H	\$338.56	\$-
05036-0039-05246-0003	43 lbs.	Fuze Bar Table	36"Square x 42"H	\$371.62	\$-
05246-0003-05036-0008	28 lbs.	Blanco Bar Table - White/Chrome 24"Square	24"Square x 42"H	\$329.30	\$-
05246-0003-05036-0009	69 lbs.	Blanco Rectangle Bar Table - White/Chrome	72"W x 24"D x 42"H	\$510.49	\$-
05246-0003-05036-0033	28 lbs.	Spectrum Bar Table - Red	24"Square x 42"H	\$355.75	\$-
05246-0003-05036-0034	28 lbs.	Spectrum Bar Table - Blue	24"Square x 42"H	\$355.75	\$-
05246-0003-05036-0035	28 lbs.	Spectrum Bar Table - Purple	24"Square x 42"H	\$355.75	\$-
05246-0003-05036-0036	28 lbs.	Spectrum Bar Table - Green	24"Square x 42"H	\$355.75	\$-
05204-0001	75 lbs.	Aspen Bar Table	72"W x 26"D x 42"H	\$915.17	\$-
Café Tables (Pg. 20, 21 & 22)					
05246-0002-05036-0050	24 lbs.	24" Square Cafe Table - Cosmo/Chrome Base	24"Square x 30"H	\$346.50	\$-
05246-0017-05036-0050	27 lbs.	24" Square Cafe Table - Cosmo/Black Base	24"Square x 30"H	\$346.50	\$-
05246-0002-05036-0051	24 lbs.	24" Square Cafe Table - Emerald Tide/Chrome Base	24"Square x 30"H	\$346.50	\$-
05246-0017-05036-0051	27 lbs.	24" Square Cafe Table - Emerald Tide/Black Base	24"Square x 30"H	\$346.50	\$-
05246-0002-05036-0049	24 lbs.	24" Square Cafe Table - Icebreaker/Chrome Base	24"Square x 30"H	\$346.50	\$-
05246-0017-05036-0049	27 lbs.	24" Square Cafe Table - Icebreaker/Black Base	24"Square x 30"H	\$346.50	\$-
05246-0002-05036-0048	24 lbs.	24" Square Cafe Table - Sirona/Chrome Base	24"Square x 30"H	\$346.50	\$-
05246-0017-05036-0048	27 lbs.	24" Square Cafe Table - Sirona/Black Base	24"Square x 30"H	\$346.50	\$-
05246-0002-05036-0046	24 lbs.	32" Round Café Table - Cement/Chrome Base	32"Round x 30"H	\$468.17	\$-
05246-0017-05036-0046	27 lbs.	32" Round Café Table - Cement/Black Base	32"Round x 30"H	\$468.17	\$-
05246-0002-05036-0047	24 lbs.	32" Round Café Table - Yukon Oak/Chrome Base	32"Round x 30"H	\$468.17	\$-
05246-0017-05036-0047	27 lbs.	32" Round Café Table - Yukon Oak/Black Base	32"Round x 30"H	\$468.17	\$-
05036-0053-05246-0002	38 lbs.	32" Round Café Table - Smoke/Chrome Base	32"Round x 30"H	\$468.17	\$-
05036-0053-05246-0017	35 lbs.	32" Round Café Table - Smoke/Black Base	32"Round x 30"H	\$468.17	\$-
05246-0018-05036-0001	30 lbs.	Euro Café Table Black/Black 30" Round	30"Round x 30"H	\$329.30	\$-
05246-0018-05036-0004	37 lbs.	Euro Café Table Black/Black 36" Round	36"Round x 30"H	\$338.56	\$-
05246-0003-05036-0001	27 lbs.	Silk Café Table Black/Chrome 30" Round	30"Round x 30"H	\$329.30	\$-
05246-0003-05036-0004	34 lbs.	Silk Café Table Black/Chrome 36" Round	36"Round x 30"H	\$338.56	\$-
05246-0018-05036-0037	27 lbs.	Park Ave Café Table Maple/Chrome 30" Round	30"Round x 30"H	\$329.30	\$-
05246-0018-05036-0038	34 lbs.	Park Ave Café Table Maple/Chrome 36" Round	36"Round x 30"H	\$338.56	\$-
05246-0003-05036-0037	30 lbs.	City Café Table Maple/Black 30" Round	30"Round x 30"H	\$329.30	\$-
05246-0003-05036-0038	37 lbs.	City Café Table Maple/Black 36" Round	36"Round x 30"H	\$338.56	\$-
05246-0003-05036-0003	27 lbs.	Blanco Café Table White/Chrome 30" Round	30"Round x 30"H	\$329.30	\$-
05246-0003-05036-0006	34 lbs.	Blanco Café Table White/Chrome 36" Round	36"Round x 30"H	\$338.56	\$-
05246-0018-05036-0003	30 lbs.	Summit Café Table White/Black 30" Round	30"Round x 30"H	\$329.30	\$-
05246-0018-05036-0006	37 lbs.	Summit Café Table White/Black 36" Round	36"Round x 30"H	\$338.56	\$-
05036-0039-05246-0002	40 lbs.	Fuze Café Table	36"Square x 30	\$371.62	\$-
05246-0002-05036-0008	25 lbs.	Blanco Café Table White/Chrome 24"Square	24"Square x 30"H	\$329.30	\$-
05246-0002-05036-0009	63 lbs.	Blanco Café Table White/Chrome Rectangle	72"W x 24"D x 30"H	\$510.49	\$-
05246-0002-05036-0033	25 lbs.	Spectrum Café Table - Red	24"Square x 29"H	\$355.75	\$-
05246-0002-05036-0034	25 lbs.	Spectrum Café Table - Blue	24"Square x 29"H	\$355.75	\$-
05246-0002-05036-0035	25 lbs.	Spectrum Café Table - Purple	24"Square x 29"H	\$355.75	\$-
05246-0002-05036-0036	25 lbs.	Spectrum Café Table - Green	24"Square x 29"H	\$355.75	\$-
05090-0001	90 lbs.	Aspen Dining Table	72"W x 30"D x 30"H	\$785.56	\$-
05088-0531		Encore Dining Table	80"W x 40"D x 30"H	\$924.43	\$-
05088-0533	171 lbs.	Madera Dining Table	92"W x 39"D x 30"H	\$1,188.93	\$-
Office Seating (Pg. 23)					
14136-0002	38 lbs.	Tamiri High Back Chair	25"W x 27"D x 45"H	\$415.27	\$-
14176-0007	37 lbs.	Tamiri Mid Back Chair	27"Square x 39"H	\$365.01	\$-
14128-0002	41 lbs.	Tamiri Guest Chair	25"W x 26"D x 37"H	\$338.56	\$-
14136-0081	40 lbs.	Accord High Back Chair - Black	25"Square x 44"H	\$518.42	\$-
14136-0010	40 lbs.	Accord High Back Chair - White	25"Square x 44"H	\$518.42	\$-
14250-0013	36 lbs.	Goal Task Chair - Arms	25"Square x 39"H	\$277.73	\$-
14250-0014	38 lbs.	Goal Task Chair Armless	21"W x 25"D x 39"H	\$252.60	\$-
14307-0003	36 lbs.	Goal Black Drafting Stool - Arms	25"W x 24"D x 48"H	\$294.92	\$-
14307-0004	30 lbs.	Goal Black Drafting Stool - Armless	21"W x 24"D x 48"H	\$277.73	\$-
14136-0105		Rimati Hi-Back Chair - Black	30"W x 28"D x 47-50"H	\$620.25	\$-
14136-0106		Rimati Hi-Back Chair - White	30"W x 28"D x 47-50"H	\$620.25	\$-
14128-0122		Rimati Guest Chair - Black	27"W x 25"D x 40"H	\$263.18	\$-
14128-0123		Rimati Guest Chair - White	27"W x 25"D x 40"H	\$263.18	\$-
Conference Tables (Pg. 24)					
14062-0105	97 lbs.	42" Round Conference Table - Black	42" Round x 29"H	\$458.91	\$-
14062-0106	97 lbs.	42" Round Conference Table - Mahogany	42" Round x 29"H	\$458.91	\$-
14062-0297	90 lbs.	Command Conference Table - 6' Black	72"W x 36"D x 31"H	\$819.95	\$-
14062-0303	90 lbs.	Command Conference Table - 6' Sirona	72"W x 36"D x 31"H	\$819.95	\$-
14062-0300	90 lbs.	Command Conference Table - 6' White	72"W x 36"D x 31"H	\$819.95	\$-
14062-0298	125 lbs.	Command Conference Table - 8' Black	96"W x 48"D x 31"H	\$880.78	\$-
14062-0304	125 lbs.	Command Conference Table - 8' Sirona	96"W x 48"D x 31"H	\$880.78	\$-
14062-0301	125 lbs.	Command Conference Table - 8' White	96"W x 48"D x 31"H	\$880.78	\$-
14062-0299	182 lbs.	Command Conference Table - 10' Black	120"W x 48"D x 31"H	\$1,010.39	\$-
14062-0305	182 lbs.	Command Conference Table - 10' Sirona	120"W x 48"D x 31"H	\$1,010.39	\$-
14062-0302	182 lbs.	Command Conference Table - 10' White	120"W x 48"D x 31"H	\$1,010.39	\$-
Office Furniture (Pg. 24 & 25)					
14309-0001	125 lbs.	Computer Kiosk - Black	24"Square x 42"H	\$674.48	\$-

14179-0005	125 lbs.	Computer Kiosk - White	24"Square x 42"H	\$674.48		\$-
14072-0108	225 lbs.	Storage Credenza - Black	60"W x 20"D x 29"H	\$605.71		\$-
14072-0038	225 lbs.	Storage Credenza - Mahogany	60"W x 20"D x 29"H	\$605.71		\$-
14083-0105	290 lbs.	Jr Executive Desk - Black	60"W x 30"D x 29"H	\$690.35		\$-
14083-0106	290 lbs.	Jr Executive Desk - Mahogany	60"W x 30"D x 29"H	\$690.35		\$-
14083-0324	286 lbs.	Executive Desk - Black	72"W x 36"D x 29"H	\$716.79		\$-
14083-0117	290 lbs.	Executive Desk - Mahogany	72"W x 36"D x 29"H	\$716.79		\$-
14029-0098	56 lbs.	5 Shelf Bookcase - Black	36"W x 12"D x 72"H	\$648.03		\$-
14029-0091	56 lbs.	5 Shelf Bookcase - Mahogany	36"W x 12"D x 72"H	\$648.03		\$-
05088-0498	77 lbs.	Brooklyn II Rect Dining Table	60"W x 36"D x 30"H	\$674.48		\$-
05088-0499	59 lbs.	Brooklyn II Round Dining Table	42" Round x 30"H	\$529.00		\$-
05090-0001	90 lbs.	Aspen Dining Table	72"W x 30"D x 30"H	\$785.56		\$-
Metal File & Storage Cabinets (Pg. 26)						
14148-0001	35 lbs.	2 Drawer Vertical File - Letter Size Black	15"W x 25"D x 29"H	\$227.47		\$-
14147-0001	35 lbs.	2 Drawer Vertical File - Legal Size Black	18"W x 25"D x 29"H	\$294.92		\$-
14148-0002	45 lbs.	4 Drawer Vertical File - Letter Size Black	15"W x 25"D x 52"H	\$304.18		\$-
14147-0002	45 lbs.	4 Drawer Vertical File - Legal Size Black	18"W x 25"D x 52"H	\$338.56		\$-
14143-0006	100 lbs.	2 Drawer Lateral File - Black	36"W x 18"D x 27"H	\$304.18		\$-
14143-0008	170 lbs.	4 Drawer Lateral File - Black	36"W x 18"D x 54"H	\$371.62		\$-
14034-0015	135 lbs.	Storage Cabinet - Black	36"W x 18"D x 72"H	\$371.62		\$-
Pedestals (Pg. 27)						
12091-0023	50 lbs.	Display Pedestal 14" x 42" Black	14"Square x 42"H	\$450.97		\$-
12091-0004	120 lbs.	Display Pedestal 24" x 42" Black	24"Square x 42"H	\$546.19		\$-
12091-0002	55 lbs.	Display Pedestal 18" x 42" Black	18"Square x 42"H	\$502.55		\$-
12091-0030	50 lbs.	Display Pedestal 14" x 42" White	14"Square x 42"H	\$450.97		\$-
12091-0024	45 lbs.	Display Pedestal 14" x 36" Black	14"Square x 36"H	\$382.20		\$-
12091-0034	75 lbs.	Display Pedestal 24" x 36" Black	24"Square x 36"H	\$546.19		\$-
12091-0031	45 lbs.	Display Pedestal 14" x 36" White	14"Square x 36"H	\$382.20		\$-
12091-0033	75 lbs.	Display Pedestal 24" x 36" White	24"Square x 36"H	\$546.19		\$-
12091-0025	40 lbs.	Display Pedestal 14" x 30" Black	14"Square x 30"H	\$355.75		\$-
12091-0003	80 lbs.	Display Pedestal 24" x 30" Black	24"Square x 30"H	\$518.42		\$-
12091-0001	45 lbs.	Display Pedestal 18" x 30" Black	18"Square x 30"H	\$365.01		\$-
12091-0032	40 lbs.	Display Pedestal 14" x 30" White	14"Square x 30"H	\$355.75		\$-
14309-0001	125 lbs.	Locking Pedestal Black	24"Square x 42"H	\$674.48		\$-
14179-0005	125 lbs.	Locking Pedestal White	24"Square x 42"H	\$674.48		\$-
12091-0055	24 lbs.	Fuze Pedestal	16"Square x 44"H	\$371.62		\$-
12091-0043	24 lbs.	London Pedestal	16"Square x 44"H	\$371.62		\$-
Miscellaneous Items (Pg. 28)						
14189-0066	30 lbs.	Stanchion Chrome	41"H	\$104.48		\$-
11526-0001	2 lbs.	Stanchion Rope - Red Velour	6' L	\$54.22		\$-
14308-0009	8 lbs.	Nero Literature Stand - Black	15"W x 12"D x 53.5"H	\$252.60		\$-
14308-0010	8 lbs.	Argento Literature Rack	15"W x 12"D x 53.5"H	\$252.60		\$-
14308-0005	7 lbs.	Alto Literature Rack	10.5"W x 9.5"D x 57"H	\$260.53		\$-
01209-0003	50 lbs.	Compact Refrigerator Black - 4.0 Cu Ft	21"W x 22"D x 32"H	\$468.17		\$-
Lighting (Pg. 29)						
09392-0019	15 lbs.	Silo Grey Floor Lamp	70"H	\$230.12		\$-
09417-0037	7 lbs.	Silo Grey Table Lamp	25"H	\$167.96		\$-
09392-0018	15 lbs.	Silo White Floor Lamp	70"H	\$230.12		\$-
09417-0036	7 lbs.	Silo White Table Lamp	25"H	\$167.96		\$-
09392-0001	7 lbs.	Neutrino Steel Floor Lamp - Steel	67"H	\$235.41		\$-



DO NOT MAIL ORDER FORM - Email / Fax Form ONLY

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

Please make payments payable to:
 Expo Event Services
 141 Lanza Avenue Bldg 3C
 Garfield, NJ 07026

Phone: (201) 300 - 2782
 Fax: (917) 591 - 8316
 Email:

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



proof of the pudding

2023-2024

OUR MENU

Modified June 2023



BREAKFAST 3

BREAK 7

LUNCH 11

RECEPTION 16

DINNER 20

BEVERAGE SERVICES 25

OUR POLICIES 28



THE
BREAKFAST
MENU

THE
BREAKFAST
MENU

BREAKFAST BUFFET SELECTIONS

The Classics\$31 per person

- Fresh Seasonal Fruit Tray | *Local Yogurt & Honey*
- Scrambled Eggs
- Applewood Smoked Bacon
- Southland's Chicken Sausage
- Roasted Breakfast Potatoes | *Bell Peppers & Red Onions*
- Anson Mills Grits | *Grits | Butter | Cream*
- Assorted Danish Pastries | *Whipped Butter, Seasonal Jams*

The Healthy Start\$28 per person

- Greek Yogurt Parfait Bar | *Fresh Berries, Granola, Honey, Chia Seeds, Candied Pecans, Tart Cherries*
- Sliced Seasonal Melons & Fruit
- Egg White & Mushroom Frittata Bites | *Wilted Baby Kale, White Cheddar*
- Yukon Gold and Root Vegetable Hash | *Sweet Potato, Onion, Golden Beets, Poblano Pepper, Scallions*
- House Agua Frescas | *Pineapple & Parsley, Watermelon & Lemon, Citrus Cucumber Water*

The Southerner\$37 per person

- Southern Fried Chicken | *Cayenne Honey Drizzle | Assorted Hot Sauces*
- Belgian Waffles | *Powdered Sugar | Fresh Berries | Whipped Butter | Maple Syrup*
- Applewood Smoked Bacon
- White Cheddar Stone Ground Grits
- Fingerling Potato Hash | *Red Onions | Charred Bell Peppers*
- Cage-Free, Fluffy Scrambled Eggs
- Fresh Seasonal Fruit | *House Cheddar Chive Biscuits | Mini Muffins | Whipped Honey Butter*

All breakfast entrees are served with orange juice, cranberry juice, freshly brewed regular coffee, decaffeinated coffee, and hot specialty teas. All buffets are prepared for a minimum of 30 people. Please add an additional 25% production charge and a 9% sales tax to all prices above.

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Grab-N-Go Breakfast\$32 per person
Brioche French Toast Cups | *Vanilla Custard, Cream Cheese Glaze, Salted Caramel*
California Breakfast Burrito | *Potato, Bell Pepper, Vidalia Onion, Egg, Cheddar, Roasted Poblano Hot Sauce*
Applewood Smoked Bacon and Cheddar Biscuit
Season Fruit Cup | *Diced Melons, Fresh Berries, Grapes*
Oatmeal Bar | *Steel-Cut Oatmeal, Granola, Brown Sugar, Almonds, Fresh Berries*
Assorted Muffins | *Whipped Butter*

The Morning Nosh\$27 per person
Seasonal Fruit Display | *Local Yogurt | Honey*
Breakfast Breads | *Fruit Pastries, Mini Muffins, Mini Croissants, Whipped Honey Butter*
Breakfast Charcuterie & Local Cheese | *Drunken Mustard, Crisp Baguettes, Seeded Flatbread, Savannah Bee Honey*
Cold Smoked & Cured Salmon Lox | *Shaved Red Onion, Capers, Marinated Roasted Tomatoes*
Assorted Local Bagels | *Seasonal Whipped Cream Cheese Blends*

All breakfast entrees are served with orange juice, cranberry juice, freshly brewed regular coffee, decaffeinated coffee, and hot specialty teas. All buffets are prepared for a minimum of 30 people. Please add an additional 25% production charge and a 9% sales tax to all prices above.

THE BREAKFAST MENU

À LA CARTE SELECTIONS

Morning Mix-N-Match

Flying Biscuit Chicken Sausage, Egg & Cheese Biscuits	\$50 per dozen
Pickle Brined Crispy Chicken Biscuits	\$52 per dozen
Applewood Smoked Bacon, Egg & Cheese Bagel	\$50 per dozen
Individual Greek Yogurts <i>Vanilla, Fruit</i>	\$4 each
Fresh Baked Breakfast Breads <i>Fruit Pastries Mini Muffins Mini Croissants </i>	
<i>Whipped Honey Butter</i>	\$39 per dozen
Assorted House Bagels <i>Whipped Butter, Cream Cheese</i>	\$42 per dozen
Macerated Berry Parfaits <i>Greek Yogurt Granola</i>	\$50 per dozen
Banana Nutella Smoothies <i>Chocolate Protein Powder Almond Milk</i>	\$45 per dozen

BUFFET COMPLIMENTS - ACTION STATIONS

Over The Top Omelet Station – Build your own or choose from our specials! (\$20 per person)

California Dreamin' | *Egg Whites | Spinach | Avocado | Maitake Mushrooms | Jack Cheese | Avocado Salsa Verde*

Southern Proper | *Maple Glazed Country Ham | Pimento Cheese | Green Onions*

Bacon Mushroom | *Applewood Smoked Bacon | Maitake Mushrooms | Onions | Cheddar*

Luxury Waffle Station – Feel free to mix and match! (\$20 per person)

Classic Belgium | *Crispy Chicken Fritters | Maple Cayenne Glaze | House Fresno Hot Sauce*

Blueberry Crusted | *Peanut Butter Caramel | Macerated Blueberries | Whipped Cream*

Cinna-Bombed | *Cream Cheese Ganache | Cinnamon Sugar Glaze | Cinnamon Sugar Chocolate Clusters*

All buffets are prepared for a minimum of 30 people. Please add an additional 25% production charge and a 9% sales tax to all prices above. There is a \$200 station attendant fee per station.



THE BREAK
MENU

THE BREAK
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SIGNATURE SNACK PACKAGES

Two Bite Cupcakes \$18 per person

S'mores | *Rich Chocolate Cake, Torched Meringue*

Butterfinger | *Rich Chocolate Cake, Peanut Butter Frosting, Butterfinger Crumble*

Red Velvet | *Red Velvet Cake, Cream Cheese Frosting*

Bourbon Caramel | *Vanilla Cake, Bourbon Vanilla Frosting, Salted Caramel Drizzle*

Southern Tart Tasting..... \$16 per person

Sweet Pumpkin Pie | *Torched Marshmallows*

Apple Crisp | *Bourbon Caramel, Almond Crumble*

Chocolate Ganache | *Peanut Butter Whip*

Lemon Tart | *Macerated Blueberries*

GICC Signature Artisan Pretzels \$15 per person

The Classic | *Boiled | Baked | Salted to Perfection*

The Southern Spin | *Honey Glazed Country Ham | Pimento Cheese*

The Sweet Tooth | *Cinnamon Sugar Dust | Cream Cheese Glaze*

Assorted Dips | *Doux South Drunken Mustard, Smokey Pimento Cheese, Peaches & Cream*

Add-On Hot Dips \$2 per person

Caramelized Onion and Feta Dip

Creamy Bacon and Roasted Tomato Dip

Please add an additional 25% production charge and a 9% sales tax to all prices above. Each Snack Package is set for 1 hour. Beverages are not included.

Donut & Coffee Shop \$16 per person

Assorted Doughnut Dollies

Specialty Coffee Brew | *Cold Brew Coffee | Hot Chocolate | Milk | Assorted Toppings | Whipped Cream, Assorted Flavored Syrups, Warm Chocolate Ganache, Caramel, Chocolate Shavings, Marshmallows*

Healthy Alternative..... \$15 per person

Assorted Local Seasonal Whole Fruit

Individual Bags of Trail Mix & Assorted Granola Bars

Assorted Yogurts | *Greek, Fruit, Vanilla*

Southwestern Chips & Dips \$12 per person

Fresh Fried Corn Tortilla Chips, Soft Flour Tortillas

Salsa Roja, Avocado Salsa Verde, Roasted Corn & Black Bean Pico, Charred Poblano Queso

THE BREAK MENU

ALL DAY BREAK PACKAGE

All Day Packages\$60 per person

Breakfast On Arrival

Seasonal Fruit Tray | *Whipped Greek Yogurt & Honey*

Greek Yogurt Parfaits | *Mixed Berry, Almond Crunch, Granola*

Smoked Gouda Flatbread Sandwich | *Bacon, Scrambled Eggs*

Grilled Maitake Mushroom Flatbread Sandwich | *Scrambled Egg Whites, Gruyere, Baby Kale*

Served with Coffee, Decaf Coffee and Assorted Teas

AM Break

Riddle Crostini | *Mission Fig & Agrodolce, Marinated Tomato & Burrata, Mozzarella Corn & Speck*

Overnight Oats | *Strawberry Chia, Cocoa Nib & Espresso, Blueberry Vanilla Almond Crunch*

Pork Belly Burnt End Sliders | *Heirloom Tomato, Alabama White BBQ, Brioche*

Smoked Gouda Biscuit Bites | *Red Pepper Jelly, Smoked Gouda, and Charred Jalapeno Pimento*

Assorted Whole Fruits

Served with Lemonade or Tea

PM Break

Croque Monsieur Bites | *Smoked Tomato Sofrito, Broccoli Rabe, Manchego*

Warm Nutella Stuffed Cookies | *Fleur de Sel*

Sugar Pumpkin Tarts | *Sorghum Drizzle, Vanilla Whipped Cream*

Lemon Honey Panna Cotta | *Macerated Blackberries*

Served with Lemonade or Tea

All Day Break Package includes: Breakfast On Arrival service duration of 60 minutes, AM Break service duration of 30 minutes, PM Break service duration of 30 minutes. If additional items are requested between break services, the cost will be based on consumption. Please add an additional 25% production charge and a 9% sales tax to all prices above.

THE BREAK MENU

À LA CARTE SELECTIONS

Beverages

Freshly Brewed Regular Coffee, Decaffeinated Coffee, Hot Specialty Teas.....	\$60 per gallon
Orange or Cranberry Juice	\$30 per gallon
Infused Water <i>Pineapple-Orange, Strawberry-Mint, Cucumber-Lime</i>	\$50 per gallon
Individual Juice Bottles	\$4 per bottle
Hot Chocolate, Apple Cider	\$40 per gallon
Signature Punch, Lemonade.....	\$50 per gallon
Freshly Brewed Iced Tea	\$50 per gallon
Georgia Peach Tea.....	\$55 per gallon
The Arnold Palmer – Lemonade & Sweet Tea.....	\$50 per gallon
Milk <i>Whole, 2%, Skim, Soy</i>	\$9 per quart
Assorted Coca-Cola Drinks <i>Coca-Cola Classic, Coke Zero, Diet Coke, Sprite</i>	\$4 per can
Bottled Dasani Water.....	\$4 per bottle
Vitamin Water.....	\$5 per bottle
Powerade	\$6 per bottle
Red Bull	\$6 per can

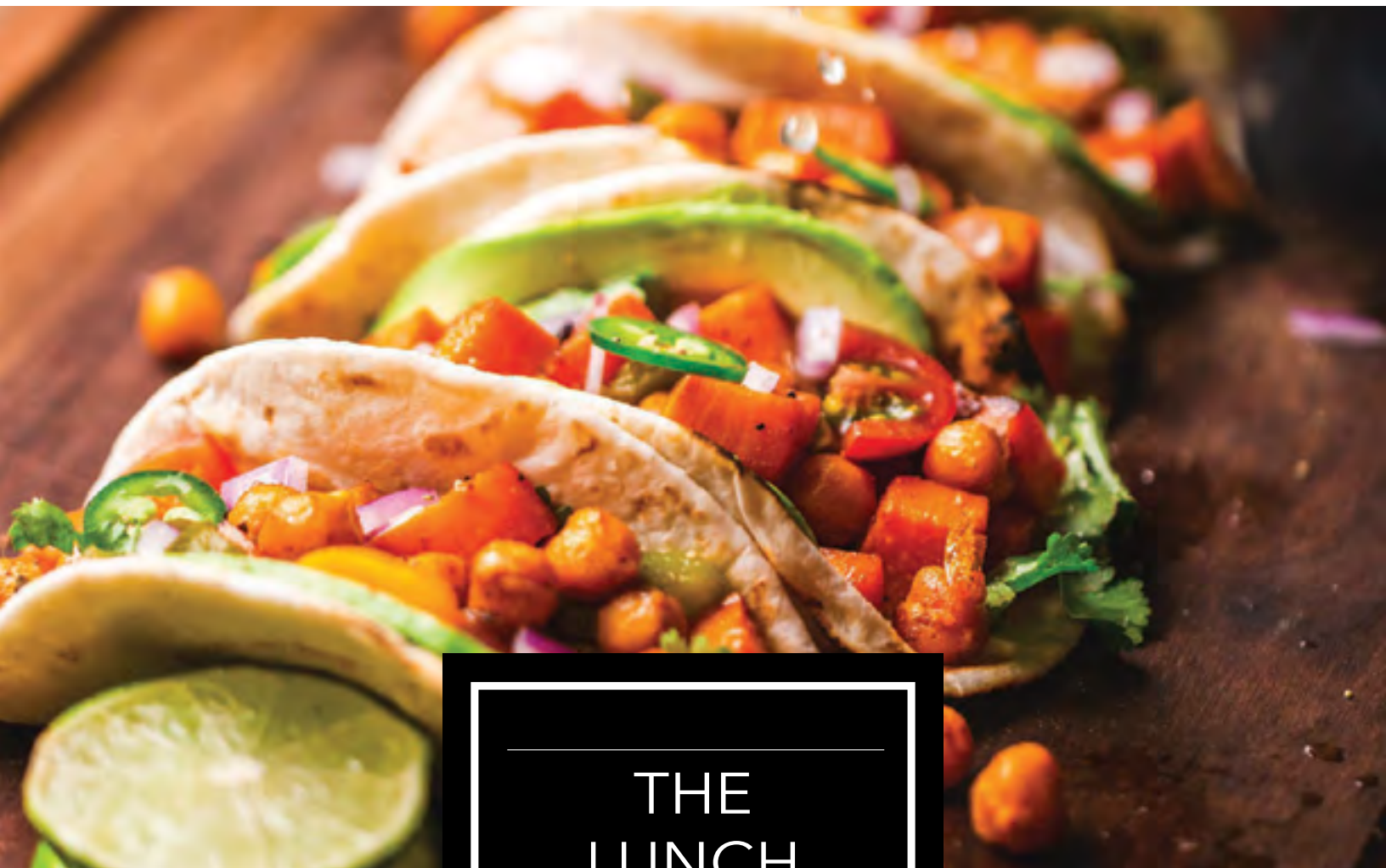
Morning Mix-N-Match

Flying Biscuit Chicken Sausage, Egg & Cheese Biscuits	\$50 per dozen
Pickle Brined Crispy Chicken Biscuits	\$52 per dozen
Applewood Smoked Bacon, Egg & Cheese Bagel.....	\$50 per dozen
Individual Greek Yogurts <i>Vanilla, Fruit</i>	\$4 each
Fresh Baked Breakfast Breads <i>Fruit Pastries, Mini Muffins, Mini Croissants, Whipped Honey Butter</i> ...	\$39 per dozen
Assorted House Bagels <i>Whipped Butter, Cream Cheese</i>	\$42 per dozen
Macerated Berry Parfaits <i>Greek Yogurt Granola</i>	\$50 per dozen
Banana Nutella Smoothies <i>Chocolate Protein Powder Almond Milk</i>	\$45 per dozen
Seasonal Fruit & Berries	\$5 per person

Afternoon Mix-N-Match

Assorted Freshly Baked Cookies.....	\$40 per dozen
Assorted Gourmet Brownies	\$40 per dozen
Assorted CLIF & KIND Bars.....	\$4 each
Individual Snack Bags <i>Potato Chips, White Cheddar Popcorn, Trail Mix, Peanuts</i>	\$4 each
Full Sized Candy Bars	\$4 each

Please add an additional 25% production charge and a 9% sales tax to all prices above.



THE
LUNCH
MENU

THE LUNCH MENU

PLATED HOT LUNCH ENTREES

Served with Chef's selection of seasonal vegetables, and your choice of salad and dessert.

Bourbon Tamari Glazed Chicken Breast

..... \$42 per person
Kalbi Sweet Potatoes | Bourbon Tamari Soy Jus | Hakurei Turnips

Cabernet Braised Beef Short Ribs \$44 per person
Whipped Potatoes | Charred Carrots | Cabernet Reduction

Garlic and Soy Glazed Atlantic Salmon

..... \$44 per person
Toasted Farro Stir-Fry | Wok Seared Leeks and Shiitakes | Sesame Seed and Scallion Gremolata

Sweet Tea Brined Smoked Pork Chops

..... \$40 per person
Twice Roasted Fingerlings & Shallots | Drunken Mustard Glaze | Creamy Sweet Corn & Sage

LUNCH SALADS

Please choose one to complete your hot lunch entrée menu.

Baby Gem Lettuce Salad

Feta, Shaved Baby Cucumber | Heirloom Grape Tomatoes | Micro Herbs | Radish | Lemon Honey Vinaigrette

Classic Caesar

Crisp Romaine | Garlic Butter Croutons | Parmesan | Grape Tomatoes | Roasted Garlic Caesar Dressing

Baby Kale Pomegranate Salad

Candied Pecans | Goat Cheese | Pomegranate Vinaigrette

Baby Spinach Salad

Crisped Parmesan | Tart Cherries | Toasted Pine Nuts | Watermelon | Radish | Honey & White Balsamic Vinaigrette

DESSERTS

Peach Cheesecake

Raspberry & Caramel Sauces

House Key Lime Pie

Coconut Mousse | Graham Crumb | Mango Gel

Grapefruit Curd Tart

Whipped Vanilla Cream | Macerated Blueberries | Bruleed Segments

Chocolate Ganache Bar

Peanut Butter Mousse | Strawberry Coulis | Graham Crust

All lunch entrees are served with iced tea and water, freshly brewed regular coffee, decaffeinated coffee, and hot specialty teas. Please add an additional 25% production charge and a 9% sales tax to all prices above.

THE
LUNCH
MENU

BUFFET LUNCH

The Atlanta Deli\$40 per person

- Seasonal Greens Salad | *Balsamic Vinaigrette, Avocado Ranch, Blue Cheese Dressing*
- German Bacon Fingerling Salad | *Honey Dijon Vinaigrette, Scallion, Hard Boiled Eggs*
- Chef's Soup of the Day
- Assorted Boar's Head Meats | *Chipotle Chicken, London Broil, Roast Turkey, Maple Glazed Ham*
- Seasonal Vegetables | *Grilled Veggies, Crisp Greens, Tomatoes, Red Onion, House Pickles*
- Boar's Head Cheeses | *Pepper Jack, Cheddar, Swiss, Provolone*
- House Sauces | *Chimichurri, Caramelized Onion Aioli, Red Pepper Hummus, Mustard, Mayo*
- Assorted Fresh Baked Breads | *Whole Wheat Ciabatta, Sliced Wheat Bread, Sourdough Boule*
- Freshly Baked Cookies

Local Georgia\$44 per person

- Charred Sweet Corn Salad | *Toasted Farro, Pickled Red Onions, Fresh Herbs, Sweet Basil Vinaigrette*
- Spring Blueberry Salad | *Feta, Artisan Greens, Candied Pecans, Golden Raisin Vinaigrette, Buttermilk Dressing*
- Choose 2** | *Additional mains will be \$8 per person*
- Prestige Farms Honey Glazed Grilled Chicken | *Honey Soy Glaze, Broiled Sweet Onions*
- Buckhead Beef Grilled Flank Steak | *Marinated Grape Tomatoes & Sweet Peppers, Coriander & Garlic Vin*
- Oak Smoked Atlantic Salmon Filets | *De Arbol Butter, Broiled Lemon*
- Crispy Country Fried Prestige Farms Chicken | *House Sauce, Homemade Pickles*
- Brown Sugar And Bourbon Glazed Pork Tenderloin | *Seared Tenderloin Filets | Crispy Shallots*

Sides

- Whipped Mashed Potatoes | *Roasted Garlic, Chopped Fresh Herbs*
- Grilled Asparagus
- Seasonal Mini Desserts

All lunch buffets are served with iced tea and water, freshly brewed regular coffee, decaffeinated coffee, and hot specialty teas. All menus are prepared for a minimum of 30 people. Please add an additional 25% production charge and a 9% sales tax to all prices above.

THE
LUNCH
MENU

South of the Border\$42 per person

Spiced Artisan Greens Salad | *Chili Lime Roasted Sweet Potato, Roaster Pepitas, Cilantro | Black Beans | Grape Tomatoes, Cilantro Lime Vinaigrette, Chipotle Ranch*

Make-Your-Own Fajitas | *Chili Lime Grilled Chicken Breast, Guajillo Grilled Flank Steak*

Soft Flour Tortillas | *Grilled Peppers & Onions | Fresh Fried Corn Tortilla Chips*

Assorted Toppings | *Pico de Gallo, Jalapeños, Guacamole, Sour Cream, Shredded Cheddar Cheese, Salsa Roja*

Assorted Sides | *Charred Poblano Queso, Sofrito Braised Black Beans, Spanish-style Rice*

Margarita Mousse & Cinnamon Flan

Southern Salad Bar\$42 per person

Seasonal Greens Selection | *Baby Mixed Greens, Crisp Romaine, Iceberg Wedge*

Lean Proteins | *Rosemary & Garlic Grilled Chicken Breast, Red Wine Grilled Flat Iron Steak, Sesame & Soy Grilled Tofu*

Salad Bar Cold Toppings | *Sunflower Seeds, Candied Pecans, Edamame, Pickled Red Onions, Tomatoes, Cucumbers, Roasted Garlic Croutons, Hard Boiled Eggs, Shredded Cheddar Cheese, Crumbled Feta, Grated Parmesan, Crumbled Blue Cheese*

Salad Dressings | *Avocado Ranch, Balsamic Vinaigrette, Lemon Honey Citronette, Blue Cheese, Caesar, Red Wine Vinegar, Georgia Olive Oil*

Composed Salads | *Greek Tomato & Marinated Cucumber | Sweet Corn, Farro & Charred Pepper*

Fresh Baked Bread | *Cheddar Chive Biscuit, House Yeast Rolls*

Sweet Treats | *Lemon Blueberry Buttermilk Bars, Red Velvet Shooters with Vanilla Bean Mousse*

All lunch buffets are served with iced tea and water, freshly brewed regular coffee, decaffeinated coffee, and hot specialty teas. All menus are prepared for a minimum of 30 people. Please add an additional 25% production charge and a 9% sales tax to all prices above.

THE LUNCH MENU

Boxed Lunches.....\$30 per person

All boxed lunches and salads are served with a bag of chips, a Coca-Cola beverage and a freshly baked cookie.
*Substitute or add whole fruit for an additional charge.

SALADS

Chipotle Chicken Chopped Salad

Smoked Chicken, Hard Boiled Eggs, Grape Tomatoes, Local Greens, Pickled Red Onions, Sunflower Seeds, Roasted Corn, Smoked Tomato Vinaigrette

English Cucumber Greek Salad

Baby Kale, English Cucumber, Grape Tomatoes, Kalamata Olives, Shaved Red Onion, Feta, Parsley, Red Wine Vinaigrette

Classic Chicken Caesar Salad

Crisp Romaine, Shaved Parmesan, Boar's Head Chicken Breast, Heirloom Grape Tomatoes, Garlic Croutons, Caesar Dressing

Artisan Mixed Greens

Shaved Radish, Roasted Red Beets, Spiced Pepitas, Sunflower Seeds, Toasted Farro, Shaved Carrots, Balsamic Vinaigrette

SANDWICHES

Boar's Head London Broil

Roast Beef, Provolone Cheese, Roasted Sweet Peppers, Pickled Red Onions, Doux South Mustard Aioli, Rosemary Focaccia

Chipotle Chicken Flatbread Sandwich

Boar's Head Chipotle Chicken, Tomato, Baby Kale, Red Onion, Whipped Avocado, Alabama White, Toasted Flatbread

Roast Tukey Club

Boar's Head EverRoast Turkey, Applewood Smoked Bacon, Bibb Lettuce, Tomato, Lemon Herb Aioli, Baguette

Italian Deli

Soppressata, Prosciutto, Capicola, Romaine, Vine Ripe Tomato, Basil Pesto, Red Wine Vinaigrette, Italian Hoagie

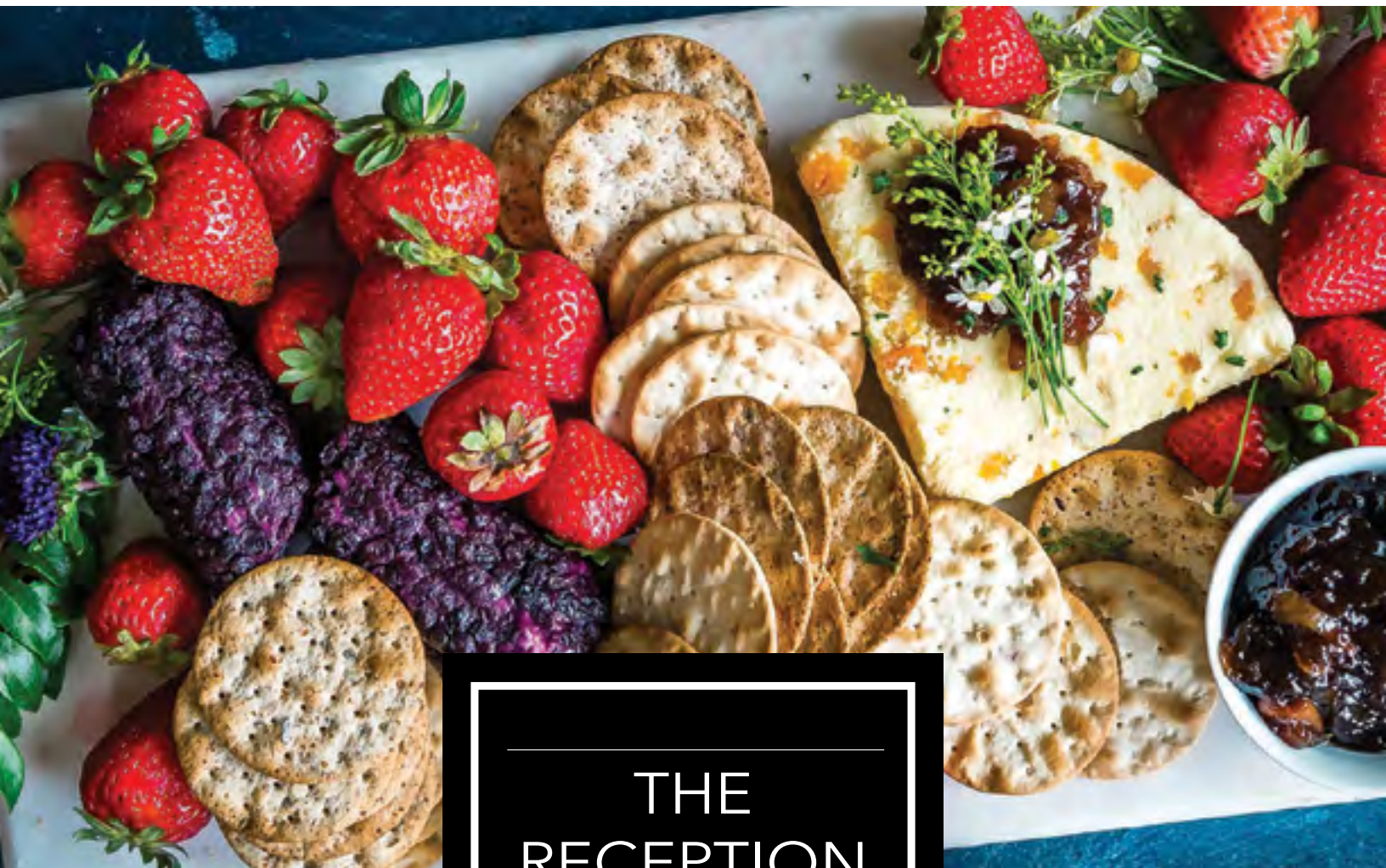
The Unlimited

Roast Beef, Virginia Ham, EverRoast Turkey, Bibb Lettuce, Tomato, House Pickles, Red Onion, Peppercorn Mayo, Wheat Pullman

Seasonal Grilled Veggie Wrap

Pepita Agrodolce, Roasted Red Pepper Hummus, Frisee, Tomato, Whole Wheat Wrap

Please add an additional 25% production charge and a 9% sales tax to all prices above.



THE
RECEPTION
MENU

THE RECEPTION MENU

RECEPTIONS

PASSED HORS D'OEUVRES – Priced Per Piece

VEGETABLE

Broccoli Rabe & Gruyere Grilled Cheese (v) <i>Butter Seared Sourdough Smoked Tomato Emulsion</i>	\$4 per
Honey Grilled Fig Crostini (v) <i>Whipped Chevre Savannah Bee Honey Basil Vinaigrette</i>	\$4 per
Samosa Crisp (v) <i>Herbed Yogurt Spiced Chickpeas & Gold Potatoes Baby Dill Feta Wonton</i>	\$5 per
Warm Soft Pretzel Knot (v) <i>Pilsner Cheddar Fondue Fleur de Sel</i>	\$5 per
Black Garlic Melting Fingerling (v) <i>Chive Crema Crisped Capers Micro Dill</i>	\$5 per
Grilled Oyster Mushroom Tacos (v) <i>Chipotle Lime Aioli Jalapeno Picked Carrots Micro Cilantro</i>	\$4 per

POULTRY

Chicken Yakitori <i>Charred Scallion, Sriracha Mayo, Sesame Soy Glaze</i>	\$5 per
Chicken Bacon Pesto Stromboli <i>House Yeast Dough, Pomodoro Sauce, Mozzarella</i>	\$5 per
Nashville Hot Chicken Skewer <i>Cornichon Aioli Micro Celery</i>	\$5 per
Duck Confit Bao <i>XO Sauce Shaved Cabbage Cilantro</i>	\$6 per

BEEF

12-hour Smoked Brisket Sliders <i>Brioche, House Pickles, Texas BBQ Sauce</i>	\$5 per
Navajo Fry Bread <i>House Smoked Brisket Salsa Verde Cilantro</i>	\$5 per

PORK

Heirloom Tomato Panzanella Spoon <i>Balsamic Smoked Pork Belly Crouton Basil</i>	\$5 per
Smoked Pork & Kimchi Bun <i>Crispy Bao Brown Sugar Pork Belly English Cucumber & Napa Kimchi</i>	\$5 per

LAMB

Lamb Merguez Meatball <i>Cucumber Raita Pickled Red Onion</i>	\$5 per
Harissa Smoked Lamb Lollipop <i>Red Wine Fig Reduction Mint Chimichurri</i>	\$6 per

SEAFOOD

Georgia Blue Crab Arancini <i>Cajun Cream Scallion Curls</i>	\$5 per
Mini Oyster Po'Boy <i>Pistolet Roll Cornmeal Dredged Gulf Oyster Cajun Remoulade</i>	\$6 per

Minimum of 25 pieces per selection. Please add an additional 25% production charge and a 9% sales tax to all prices above.

THE
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SMALL PLATE RECEPTION

Tacos of Mexico \$30 per person

Braised In A Skillet | *Smoked Pork Carnitas, Chili Lime Braised Chicken Tinga, Braised Lamb Barbacoa*

Fresh Toppings | *Pico de Gallo, Queso Fresco, Pickled Red Onions, Diced Onions, Cilantro, Fresh Lime*

House Corn Tortilla Chips | *Salsa Roja, Salsa Verde, Guacamole*

Steamed Bao Bun & Bibb Lettuce Bar..... \$27 per person

The Meats | *Smoked Korean BBQ Pork Belly, Bulgogi Flat Iron Steak, Kalbi Chicken, Ginger Grilled Tofu*

Assorted Toppings | *Korean Quick Pickles, Marinated Bean Sprouts, Shaved Radish, Scallion Curls, XO Sauce, Spicy Sambal, Korean BBQ Sauce*

New Orleans Gumbo Bar \$31 per person

Chicken & Andouille Gumbo | *Scallions | Roux*

Shrimp & Crawfish in Creole Tomato Cream | *Scallions | Roux*

Braised Okra & White Bean Gumbo | *Trinity*

Steamed White Rice | **Pickled Okra** | *Assorted Hot Sauces | Fresh Herbs*

Petite Patty Party | *Served with Buffalo Spiced Pub Chips* \$26 per person

Pickle Brined Crispy Chicken | *Closed on Sunday Hot Sauce, House Pickles, Brioche*

Balsamic Bacon Jam Burger | *Smoked Gouda Pimento Cheese*

Crispy Falafel Slider | *Fresh Herbs, Pickled Onion Relish, Seared Naan*

House Smoked Brisket | *House BBQ Sauce & Pickles, Brioche*

Small plate receptions are served as a buffet. We can add a station attendant to serve your guests for an additional \$200 for every 100 guests. A minimum of 50 people required. Please add an additional 25% production charge and a 9% sales tax to all prices above.

THE
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RECEPTION DISPLAYS

Local & Imported Cheeses \$12 per person
Artisan Selection of Sweet Grass Dairy & Farmstead Cheese | Local Honeycomb, Fig Jam, Flatbreads

Antipasto \$14 per person
Cured Italian Meats, Imported Cheeses, Grilled & Pickled Vegetables | Freshly Baked Artisan Breads, Bread Sticks

Grilled Market & Baby Vegetables \$9 per person
Hawaiian Sea-Salt | Balsamic Glaze

Georgia’s Best Chicken Wings \$26 per person

Assorted Dips | *Ranch, Blue Cheese, Avocado Ranch, Chipotle Lime Aioli, Gochujang Garlic Aioli*

Crispy Buford Highway Wings | *Spicy Korean Chili Honey Glaze*

Brown Sugar Smoked Wings | *House Texas BBQ Sauce*

Double Breaded Athen’s Inspired Wings | *Masala Spiced Buffalo Sauce*

The Atlanta Classic Lemon Pepper Wings

Fresh Heirloom Carrots and Celery

Southwestern Chips & Dips \$12 per person

Fresh Fried Corn Tortilla Chips, Soft Flour Tortillas

Salsa Roja, Avocado Salsa Verde, Roasted Corn & Black Bean Pico, Charred Poblano Queso

SWEET SELECTIONS

Southern Tart Tasting..... \$16 per person

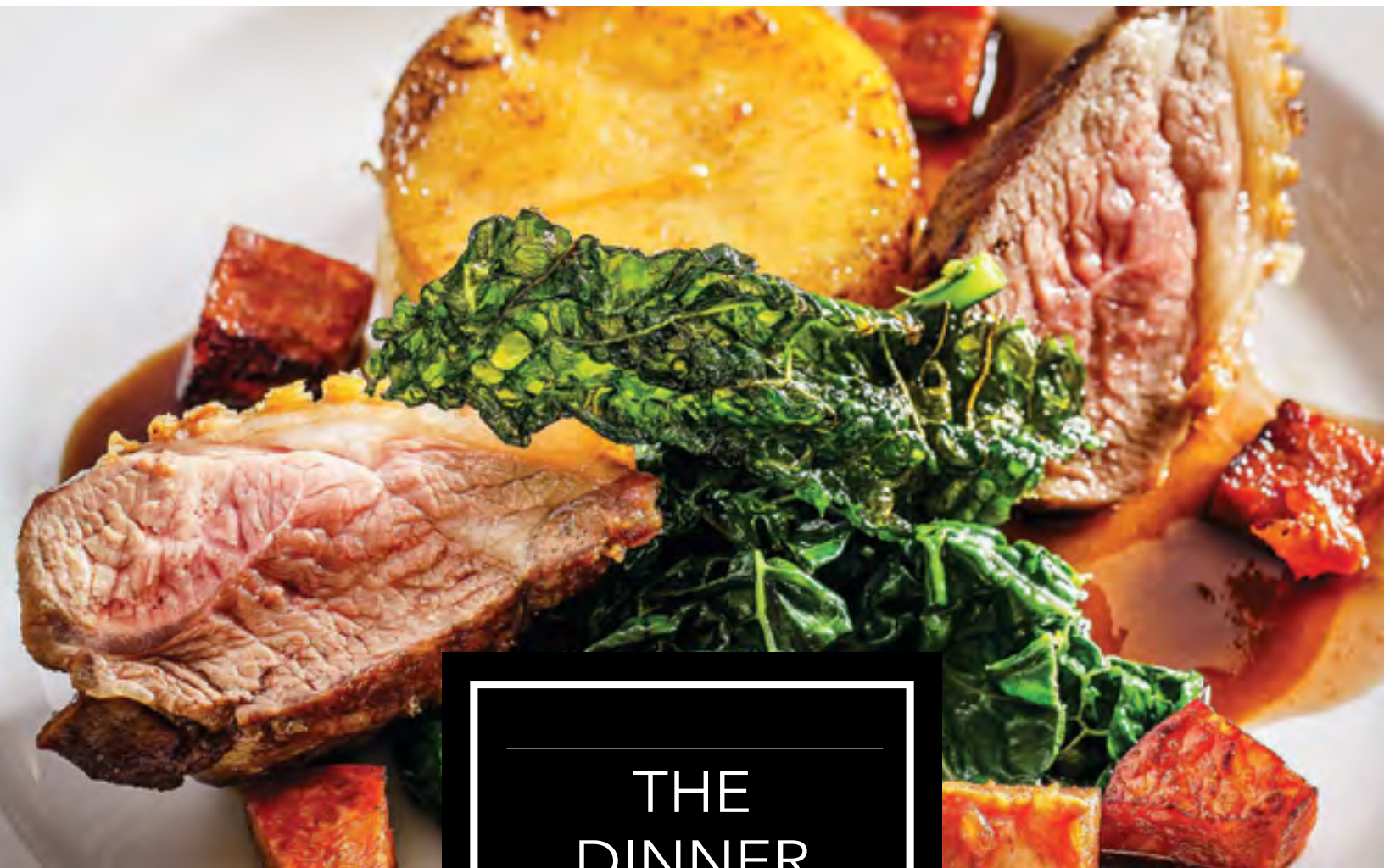
Sweet Pumpkin Pie | *Torched Marshmallow*

Apple Crisp | *Bourbon Caramel | Almond Crumble*

Chocolate Ganache | *Peanut Butter Whip*

Lemon Tart | *Macerated Blueberries*

Please add an additional 25% production charge and a 9% sales tax to all prices above.



THE
DINNER
MENU

THE DINNER MENU

DINNER ENTREES

Served with your choice of salad and dessert.

Pinot Grigio & Lemon Seared

Halibut \$55 per person
Butter Braised Fennel | Smoked Heirloom Carrots

Spiced Grilled Airline \$50 per person
Baby Gold Potatoes | Broccoli Rabe | Marsala Tomato Reduction | Chickpea and Garlic Chili Crunch

Smoked Beef Short Rib..... \$55 per person
*Burnt Shallot Jus | Celeriac Velouté
Braised Kale | Crispy Leeks*

Bone-In Smoked Pork Chop..... \$52 per person
Sweet Corn Maque Choux, Grilled Broccolini | Andouille Tomato Demi

Lemon Basil Glazed Salmon..... \$53 per person
Whipped Yukon Golds | Cherry Tomato Tapenade

DUAL ENTREES

Served with Chef's choice of seasonal vegetables and your choice of salad and dessert.

Smoked Airline Breast & Red Wine Braised Short Rib \$62 per person
Carolina Gold Rice | Poblano Puree | Grilled Carrots

Grilled Locally Raised, Chicken Breast & Blackened Salmon..... \$60 per person
Anson Mills Grits | Tarragon Cream, Creole Mustard Sauce

DINNER SALADS

Please choose one to complete your dinner entrée menu.

Jaemor Farms Peach Salad
Mixed Baby Greens | Grilled Peaches | Roasted Sweet Corn | Chevre | Sugared Pecans | Honey Dijon Vinaigrette

Summer Cucumber Salad
Honey Herb Citronette | Cipollini Onions | Baby Dill | Heirloom Grape Tomatoes | Red Sorrel

Watermelon Salad
Charred Sweet Corn | Micro Cilantro | Celery | Cilantro Lime Vinaigrette

All dinner entrees are served with freshly baked rolls and butter, iced tea and water, freshly brewed regular coffee, decaffeinated coffee, and hot specialty teas. Please add an additional 25% production charge and a 9% sales tax to all prices above.

THE
DINNER
MENU



DESSERTS

Please choose one to complete your dinner entrée menu.

Southern Cheesecake

Bourbon Braised Peaches | Sweet Sorghum Whipped Cream

Banana Mousse

*Vanilla Bean Glaze, Banana Poundcake, Brandied Cherries
Whipped Chocolate Peanut Crisps*

Dark Chocolate Tart

Ganache | Candied Hazelnuts | Espresso Mousse | Orange

Deluxe Coffee Bar.....\$12 per person

Freshly Brewed Regular Coffee | Decaffeinated Coffee | Hot Specialty Teas

Assorted Flavored Syrups, Chocolate Shavings, Whipped Cream

All dinner entrees are served with freshly baked rolls and butter, iced tea and water, freshly brewed regular coffee, decaffeinated coffee, and hot specialty teas. Please add an additional 25% production charge and a 9% sales tax to all prices above.

THE
DINNER
MENU

DINNER BUFFETS

South Atlanta Smokehouse\$55 per person

Georgia Petite Greens Salad | *Black-Eyed Peas, Pickled Red Onions, Tomatoes, Pine Nuts, Smoked Tomato Dressing*

Grilled Peach & Sweet Corn Salad | *Sourdough Croutons, Baby Arugula, Honey Citronette*

From the Smoker | *Hickory Grilled Salmon Sides, Coffee Rubbed Smoked Brisket, Sweetwater 420 Basted Chicken, Oak Smoked Maitake Mushrooms*

Assorted Barbeque Sauces | *House BBQ, Sweet Peach Mustard, White BBQ*

Assorted Sides | *Smoked Gouda Mac N' Cheese, Smoked Chicken Leg Collards, Brown Sugar Smoked Beans*

Jalapeño Cornbread | *Honey Butter*

Southern Tarts | *Blackberry Buckle, Pecan Tarts, S'mores Brownies*

Southern Steakhouse\$56 per person

Wedge Display | *Benton's Bacon, Baby Iceberg, Blue Cheese, Grape Tomatoes, Fresh Herbs*

Broiled Sweet Potato Salad | *Arugula, Masala Spiced Chickpeas, Crispy Shallots, Honey Dijon Vinaigrette*

Grilled Steelhead Sides | *Red Pepper Shallot Agrodolce*

Worcestershire Grilled Beef Tenderloin | *Rosemary Jus*

Hand Breaded Crispy Chicken | *Cayenne Honey, House Pickles*

Lyonnais Potatoes | *Butter Braised Leeks, Truffle Cream*

Lemon Garlic Grilled Asparagus

Smoked Heirloom Carrots | *Pepita Agrodolce*

Assorted Miniature Cheesecakes | *Oreo, Strawberry, Bourbon Caramel*

Dark Chocolate Opera Cakes | *Ganache, Whipped Cream, Macerated Berries*

All dinner buffets are served with freshly baked rolls and butter, iced tea and water, freshly brewed regular coffee, decaffeinated coffee, and hot specialty teas. All dinner buffets are prepared for a minimum of 30 people. Please add an additional 25% production charge and a 9% sales tax to all prices above.

THE
DINNER
MENU

Little Italy.....\$54 per person

Baby Romaine | *Shaved Grana, Grape Tomatoes, Garlic Crumble, Creamy Caesar Dressing*

Caprese Salad | *EVOO, Balsamic Reduction, Maldon Salt*

Red Wine Braised Short Ribs | *Confit Tomatoes and Garlic*

Garlic Grilled Chicken Breast | *Garlic Cream, Hearts of Palm Salad*

Brown Butter Seared Grouper | *Capers, Lemon Oil, Herbs*

Cremini Mushroom Ravioli | *Shallots, Mushroom Cream, Blistered Cherry Tomatoes*

Roasted Asparagus | *Lemon Zest*

Garlic Rolls and Focaccia

Berry Panna Cotta

Assorted Glazed Bamboloni

El Paso Summer Nights\$53 per person

Lime Pickled Jicama Salad | *Artisan Lettuce, Radish, Baby English Cucumber* | *Cilantro Lime Ranch*

Heirloom Tomato & Fresh Avocado Salad | *Jalapeño-Lime Vinaigrette, Arugula, Cilantro*

Cilantro Lime Broiled Shrimp | *Grape Tomato Pico de Gallo*

Smoked Sangria Braised Brisket | *Sweet Potato Sofrito*

Chipotle Grilled Chicken Breast | *Bell Peppers & Cilantro*

Roasted Poblano Queso

Fresh Fried Corn Tortilla Chips | *Guacamole, Queso Fresco, Salsa Verde, Salsa Roja*

Roasted Tomato and Guajillo Rice

Chipotle Braised Black Beans

Strawberry Tres Leches

Mexican Wedding Cookies | *Dulce de Leche*

All dinner buffets are served with freshly baked rolls and butter, iced tea and water, freshly brewed regular coffee, decaffeinated coffee, and hot specialty teas. All dinner buffets are prepared for a minimum of 30 people. Please add an additional 25% production charge and a 9% sales tax to all prices above.



THE
BEVERAGE
MENU

THE BEVERAGE MENU

BEVERAGE PACKAGES

Proof of the Pudding is pleased to offer you a choice of full-service bar packages with professional staff. The following service options enable you to select the package that best suits your event and budget. There are three beverage packages to choose from: Hosted by the Hour, Hosted by the Drink and Cash Bar.

The Premium and Super Premium package includes spirits, imported and domestic beer, wine, soft drinks, juices, bottled water, mixers, garnishes and beverage napkins. Specialty drinks, champagne and super premium wines are available upon request. The beer and wine package includes domestic and imported beer, wine, soft drinks and bottled water.

Hosted by the Hour

This package is based on the number of guests in attendance and on the number of hours the bars are open. A minimum of two hours is required for this package. This package includes the bartender at no additional charge.

Beer and Wine Bar	Mixology Bar	Premium Mixology Bar
First Hour.....\$16 per person	First Hour.....\$20 per person	First Hour.....\$25 per person
Second Hour.....\$8 per person	Second Hour.....\$12 per person	Second Hour.....\$15 per person
Additional Hour\$6 per person	Additional Hour\$10 per person	Additional Hour\$10 per person

Hosted by the Drink

Bar consumption minimum guarantees apply. For each bar you request for your event, we require a minimum of \$750.00 in sales revenue, for up to two hours of service. For each additional hour, over two hours, there is an additional \$325.00 in sales revenue, per hour/bar required.

Cash Bar

A bartender is required for this package at an additional charge. Interested in purchasing drink tickets for your attendees to use, along with the cash bar? Please ask your Catering Sales Manager for details.

Bartenders

One bartender is required for every 75-100 people, for a minimum of four hours, at \$200.00 per bartender. For each additional hour, over for hours, there is an additional \$35.00 per hour/bartender.

Proof of the Pudding is dedicated to providing quality events that promote enjoyment and safety for everyone. That is best achieved when moderation is practiced. Please drink responsibly. Please add an additional 25% production charge and a 9% sales tax to all prices above.

THE BEVERAGE MENU

DRINK PRICES

Wine

Tier 1 Wines | Cabernet, Merlot, Chardonnay, Meritage, Zinfandel, Sauvignon Blanc

Hosted \$10 per person Cash.....\$12 per person Bottle \$40 per person

Tier 2 Wines | Merlot, Chardonnay, Pino Noir

Hosted \$13 per person Cash.....\$15 per person Bottle \$52 per person

Beverages

Super Premium Brands | Bacardi Spiced Rum, Bombay Sapphire, Bulleit Bourbon, Crown Royal, Grey Goose, Johnny Walker Black, Jose Cuervo

Hosted \$12 per person Cash.....\$14 per person

Premium Brands | Canadian Club, Dewars' White Label, El Jimador, Pinnacle Gin, Pinnacle Flavored Vodka, Jack Daniels, Bacardi Silver

Hosted \$10 per person Cash.....\$12 per person

Imported Beer | Corona, Heineken

Hosted \$7 per person Cash.....\$8 per person

Domestic Beer | Bud Light, Sweetwater 420, Yuengling

Hosted \$6 per person Cash.....\$7 per person

Soft Drinks, Fruit Juices, Bottled Water

Hosted \$4 per person Cash.....\$4 per person

Alcoholic Beverage Policy

The sale and service of all alcoholic beverages is regulated by the State of Liquor Commission. *Proof of the Pudding* is responsible for the administration of those regulations. It is our policy, therefore, that no alcoholic beverages may be brought into or taken out of the Georgia International Convention Center for any function by any parties.

Beverage Service

Please note that the State of Liquor Control Board regulates alcoholic beverages and service. *Proof of the Pudding*, as licensee, is responsible for the administration of the following regulations:

- No Alcoholic beverages may be brought onto the premises from outside, or unauthorized, sources.
- We reserve the right to refuse alcoholic beverage service to intoxicated or underage persons.
- No alcoholic beverages can be removed from the premises by any parties.
- Minors (under the age of 21) are not permitted to consume alcoholic beverages.

Proof of the Pudding is dedicated to providing quality events that promote enjoyment and safety for everyone. That is best achieved when moderation is practiced. Please drink responsibly.



OUR
POLICIES

OUR POLICIES

Proof of the Pudding is serious about creating a genuine and memorable culinary experience for everyone we serve. We use the freshest ingredients, sourced whenever possible from local farmers, and prepared with the highest attention to detail. This means our clients can expect an extraordinary meal with every event at the Georgia International Convention Center.

Please Review Our Policies

Proof of the Pudding has the exclusive catering contract with the Georgia International Convention Center and sole distribution rights of food and beverage within the facility and grounds.

Menu

Menu selection and other details pertinent to your function should be submitted to the catering department at least one month prior to the function date. Your Catering Sales Manager handling your event will assist you in selecting the proper menu items and arrangements to ensure a successful event. Because every event varies in purpose, detail, and budget, we are happy to offer custom menu planning to meet your particular needs or theme.

Guarantees

A final guaranteed number of attendees are required (5) business days, before the date and time of the function (a business day is defined as Monday-Friday.) If the final guarantee is not received as stated, *Proof of the Pudding* reserves the right to charge for the number of persons specified on the contract. The guarantee is not subject to reduction after the guaranteed deadline. We will over set by 5% or up to 30 people for your event. Actual overset number to be determined based on guarantee and discussion with your Catering Sales Manager. Guarantees received 48 hours or less noticed with an increase over 5% of last given guarantee will incur a \$5.00 per meal surcharge.

Pricing

Prices quoted do not include 25% production charge or 9% tax unless otherwise noted. Due to market fluctuations, prices are subject to change up to 60 days before the event at which time confirmed prices may be quoted.

Holiday Business

Due to the demand for catering service during the holiday season, our deposit and contract policy is modified for this special time of the year. Your Catering Sales Manager will discuss contract and deposit policies for the holiday season with you.

Labor Charges

All buffets are prepared to serve a minimum of 30 guests unless the minimum is stated on the menu. For groups 10-29 guests, there is an additional charge of \$200.00. Additional servers may be requested over and above our normal staffing minimum for your event. The charge is \$50.00 per hour, per server, with a four-hour minimum. Charges for specialized services are noted on the menus.

Contracts And Deposits

An initial non-refundable deposit in the amount noted on the addendum is due, with a signed copy of the contract. When contracts are issued within 14 days of the event, we require 100% prepayment and execution of the contract. The signed contract, stated terms, addendums and specific banquet event orders constitute the entire agreement between the client and *Proof of the Pudding*.

Cancellation

Cancellation of contracted services must be made in writing. If cancellation occurs after the contract is signed, all advance and all amounts paid as partial payment by Lessee are non-refundable.

If the event is cancelled less than two weeks to 72 hours prior to the event, a fee of 50% of the total estimated services will be charged. Any event cancelled less than 72 hours prior to the event will incur 100% of the estimated charges. If an event is cancelled with the mutual consent of *Proof of the Pudding* and client due to inclement weather or other mitigating circumstances, only the actual expenses of food and labor incurred by *Proof of the Pudding* during preparation will be charged.

Food Liability

Proof of the Pudding is responsible for the quality and freshness of its food. Due to the current health regulations, food may not be taken off premises after it has been prepared and served. However, as a participant with the Atlanta Community Food Bank, excess prepared food (not served) is donated to the Atlanta's Table under regulated conditions and distributed to agencies feeding the needy.

Food Allergies

Proof of the Pudding's kitchen is not an allergy free environment. Our kitchen and facility do use wheat, eggs, soybeans, milk, peanuts, tree nuts, fish, and shellfish. Please be aware that normal food service operations may involve shared cooking and preparation areas, including common fryer oil, grills, stoves, ovens, and counters. The possibility exists for the food items to come in contact with other food products. While we will always strive to accommodate all our clients' dietary needs, due to these facts above we are unable to guarantee that any menu items can be completely free of all allergens.

Beverage Service

We offer a complete selection of beverages to complement your function. Please note that the State Liquor Control Board regulates alcoholic beverages and service. *Proof of the Pudding*, as licensee, is responsible for the administration of these regulations.

- No alcoholic beverages may be brought onto the premises from outside sources.
- We reserve the right to refuse alcoholic service to intoxicated or underage persons.
- No alcoholic beverages may be removed from the premises.

To place a catering order please contact
Darryl Lloyd
at dlloyd@gicc.com (404) 275-9105

Catering orders must be placed prior to
December 11th 2024



AUTHORIZATION REQUEST FOR SAMPLE FOOD AND/OR BEVERAGE DISTRIBUTION

Proof of the Pudding @GICC has the exclusive food and beverage distribution rights within the Georgia International Convention Center. Exposition sponsoring organizations and/or their exhibitors may distribute sample food and/or beverage products ONLY upon written authorization and approval from Proof of the Pudding @GICC and the Georgia International Convention Center.

GENERAL CONDITIONS:

1. Items dispensed or sampled are limited products manufactured, processed or distributed by exhibiting firm and are related to purpose of the show. *Please note that beverages are limited to a maximum of 4oz. and food is limited to a maximum of 2oz. product.*
2. Food and/or beverage items used as traffic promoters (i.e., popcorn, coffee, bar service, etc.) **MUST** be purchased from the Catering Department.

Name of Event: _____

Date of Event: _____

Company Name: _____ Telephone: _____

Address: _____

City/State/Zip: _____

Contact: _____

Product (s) you wish to dispense: _____

Portion size to be distributed: _____

Proposed Method of dispensing: _____

Reason for offering: _____

Date authorization submitted: _____

SERVICES REQUIRED:

Date you expect product to arrive: _____

Is storage needed for product: Yes _____ No _____

What type of storage is needed: Freezer _____ Refrigeration _____ Dry _____ Other _____

Freezer is \$200.00 per day. Refrigeration is \$200.00 per day.

Dry storage is \$100.00 per day. Ice is available at \$20.00 per 40 pounds.

If you require product or ice delivered to booth, there is a \$25.00 delivery charge per delivery.

PLEASE RETURN TO THE CATERING OFFICE AT LEAST TWO WEEKS PRIOR TO THE START OF EVENT

APPROVED: _____

General Manager

APPROVED: _____

Executive Director

For additional information on services available or billing, please call the Catering Department at 770-997-3566
2000 Convention Center Concourse, College Park, GA 30337

REV. 9/23



Exhibitor Order Form

Travel & Adventure Show - Atlanta, Phoenix, LA, Dallas, DC: 2025

To order audio visual equipment for your exhibit booth, please fill out this form and return it via email to exhibitservices@turningpointav.com or fax to 320-341-2270.

You may also fill out and submit the order form online at: <http://www.turningpointav.com/exhibitor-orders-2025>

Onsite Contact Information

Company Name:

Booth Number:

Onsite Contact Name:

Set up Date:

Onsite Contact Mobile Number:

Removal Date:

Equipment <small>All equipment is charged on a per event basis</small>	Advance Price <small>ordered prior to 10 days of show start date</small>	Standard Price <small>ordered within 10 days of show start date, subject to availability</small>	Quantity
32" LED Monitor (HDMI input) w/ tripod pole stand <small>Monitors come with the ability to play video via laptop or jump drive</small>	\$500.00	\$900.00	
50" LED Monitor (HDMI input) w/tripod pole stand <small>Monitors come with the ability to play video via laptop or jump drive</small>	\$900.00	\$1,900.00	
65" LED Monitor (HDMI input) w/tripod pole stand <small>Monitors come with the ability to play video via laptop or jump drive</small>	\$1,400.00	\$2,200.00	
3,000 Lumen LCD Projector Package (Includes LCD projector and 6' Tripod Screen)	\$700.00	\$1,400.00	
Wireless Handheld Microphone w/floor stand and (1) Powered Speaker	\$550.00	\$1,100.00	
PC Laptop Computer w/ Microsoft Office	\$500.00	\$1,000.00	

Labor - All exhibit hall AV setups will be charged a \$150.00 set up and removal fee. Equipment will be set by end of scheduled set up day and removed by end of scheduled strike day

Power – All power needs should be directed to power services at the venue. Turning Point AV does not provide power.

Please list any additional items you may require and Turning Point AV will contact you with availability and pricing:

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*DVD player playback is for **REGION 1 ONLY** (U.S., U.S. Territories, Canada, and Bermuda). Please contact us at exhibitservices@TurningPointAV.com if you need to make special arrangements for locations outside of those listed.
 Blu Ray player playback is for **REGION A/1 ONLY (North America, Central America, South America, Japan, North Korea, South Korea, Taiwan, Hong Kong and Southeast Asia). Please contact us at exhibitservices@TurningPointAV.com if you need to make special arrangements for locations outside of those listed.
 Please ensure there are no playback restrictions attached to your media. Turning Point AV is not responsible for media not formatted for replay on US consumer grade players.

Payment

Please select your preferred method of payment.

An invoice with the total amount due and payment instructions will be emailed to the billing contact provided below.

I would like to pay with company check

I would like to pay with credit card A 3.5% processing fee will be charged to all credit card payments.

Billing Contact Information

First and Last Name:

Email Address:

Street Address:

Telephone Number:

City:

State:

Postal Code:



Exhibitor Rental Terms and Conditions

Turning Point AV agrees to rent equipment and provide service in accordance with the following stipulations.

- The rental period is all or any portion of 1-5 days. Client agrees to pay rental fee stipulated for the period stated. If equipment is used for a longer period, additional rental fees will be accrued.
- This contract supersedes any and all previous verbal or written contracts and is held inviolable unless mutually agreed in writing.
- These terms and conditions supersede all previous representations, understanding, or agreements and shall prevail notwithstanding any variance with terms and conditions of any order submitted. These terms and conditions may be modified by Turning Point AV at any time.
- Equipment cancellation charges will be incurred at 100% for cancellations within 5 days of your event.
- The cancellation at any time of custom made products, such as gobos or items imprinted with custom logos, will be charged at 100%.
- Turning Point AV is not responsible for contractual agreements between Client and venue regarding audio visual.
- All request for services after your arrival are subject to the availability of the equipment and the services of our technicians.
- Emergency service will be billed at the prevailing rate.
- If you are uncertain of your requirements or for any changes you must notify the Turning Point AV Event Production Manager.
- **PAYMENT TERMS:** All payment must be received in full before delivery of equipment. A 3.5% processing fee will be added to all credit card payments.
- Neither party shall be liable in damages or have the right to terminate this Agreement for any delay or default in performing hereunder if such delay or default is caused by conditions beyond its control including, but not limited to Acts of God, Government restrictions (including the denial or cancellation of any export or other necessary license), wars, insurrections and/or any other cause beyond the reasonable control of the party whose performance is affected.
- In the event of a dispute between parties, payment due period will be extended until the dispute between parties is resolved. The prevailing party in such a dispute shall recover attorney's fees and cost incurred.
- If necessary to enforce the collection of amount due under this contract, Client agrees to pay all collection costs and charges including court costs and attorney's fees.
- If you are bringing a computer that will be used for presentation purposes during your event, the computer should be tested with the show equipment. Turning Point AV recommends testing the equipment to ensure compatibility and a smooth show. Please be sure you are familiar with the operation of both your computer and software.
- All equipment rentals are based upon a per room basis and not to be taken out of initial set up room for use elsewhere, unless other arrangements have been agreed to by client and Turning Point AV.

ELECTRICAL SERVICE ORDER FORM

BOOTH SIGN NAME _____ EVENT NAME _____
 FIRM NAME _____ EVENT DATE _____ BOOTH # _____
 ADDRESS _____ CONTACT PERSON _____
 CITY _____ STATE _____ ZIP _____ TELEPHONE# _____ EMAIL _____

MUST BE RECEIVED **14 DAYS** PRIOR TO EVENT DATE TO QUALIFY FOR ADVANCE RATES.

ORDER FORM AND PAYMENT IN U.S. DOLLARS **NO EXCEPTIONS PLEASE!**

Make Remittance Payable to: GEORGIA INT'L CONVENTION CENTER, 2000 Convention Center Concourse, College Park, GA 30337

IMPORTANT INFORMATION: CREDIT WILL NOT BE GIVEN FOR ELECTRICAL SERVICE INSTALLED AND NOT USED.

STANDARD ELECTRICAL OUTLET : Wattage's available per one (1) three prong outlet. Rates quoted on 120 volt service.
 A separate outlet must be ordered for each location in booth where equipment is to be located.

QUANTITY	DESCRIPTION	ADVANCE RATE	FLOOR RATE	AMOUNT
	1-500 Watts – 5 Amps	\$60.00	\$70.00	
	501-1000 Watts - 10 Amps	\$70.00	\$80.00	
	1001-1500 Watts - 15 Amps	\$80.00	\$90.00	
	1501-2000 Watts - 20 Amps	\$90.00	\$100.00	

FLOOD LIGHTS, SPOT LIGHTS AND EXTENSION CORDS : Service Connection for lights ONLY, no other use authorized.

QUANTITY	DESCRIPTION	ADVANCE RATE	FLOOR RATE	AMOUNT
	60 Watt Spot Lamp, Clip On w/flex stem	\$50.00	\$60.00	
	150 Watt Spot Lamp, Clip On	\$50.00	\$60.00	
	500 Watt Flood Lamp, Stanchion	\$60.00	\$70.00	
	Single Extension Cords - Power Not Included	\$20.00	\$20.00	
	Multi Plug Power Strip - Power Not Included	\$20.00	\$20.00	
	Quad Box - Power Not Included	\$20.00	\$20.00	
	Cube Tap	\$10.00	\$10.00	

SERVICE AND SPECIAL ELECTRIC: SEE SPECIAL ELECTRIC CONVERSION CHART ON REVERSE SIDE.

Labor charge is required for all service equipment connections. (1 hour minimum) **OUTSIDE POWER ADD 50%**

AVAILABLE VOLTAGES	AMPS	WATTAGE	QUANTITY	AMOUNT
120 Volt - Single Phase				
208 Volt – Single Phase				
208 Volt - Three Phase				
277/480 Volt - Three Phase				

LABOR : Labor will be charged in ½ hour increments, if needed. Minimum charge - ½ hour.

QTY	DESCRIPTION	ADVANCE RATE	FLOOR RATE	AMOUNT
	Monday -Friday, 8:00 A.M. – 5:00 P.M.	\$50.00 per hour	\$50.00 per hour	
	Monday -Friday, 5:00 P.M. - 8:00 A.M., Saturday, Sunday and Holidays	\$75.00 per hour	\$75.00 per hour	

DATE: _____ ORDER TOTAL \$: _____

PAYMENT MAY BE MADE BY CHECK OR CREDIT CARD CHECK ENCLOSED _____ CREDIT CARD _____

AMEX _____ VISA/MC _____ CREDIT CARD NUMBER _____ EXPIRATION DATE _____

NAME ON CARD _____ SIGNATURE _____ SECURITY CODE _____

See Reverse Side for Safety, General Information and Conversion Chart

GENERAL INFORMATION

1. A separate outlet must be ordered for each piece of equipment to be connected.
2. All 120 volt service to booths consist of one three wire grounded plug located at the back of the booth.
3. All exhibitors cords must be of the three wire grounded type.
4. Wall outlets and post outlets are not a part of booth space.
5. All material and equipment used by house electrician remains the property of Georgia International Convention Center.
6. Georgia International Convention Center electricians are authorized to cut floor coverings to permit installation of service in the event that carpet is laid prior to electrical services.
7. Special power request other than 120 volt or 208 volt/20 amp service will be based on time plus material.
8. All electrical connections requiring additional electrical personnel will be on an hourly rate with the exhibitor as the payer.
9. Prices are based on current wage scale and are subject to change in the event of wage changes or materials prior to show.
10. The charge for outlets will be made on the basis of maximum wattage.
11. No claims will be accepted or adjustments made unless filed by the exhibitors prior to close of the show.
12. Credit will not be given for electrical service installed and not used.
13. Rates quoted for electrical connections cover only the bringing of service to the booth in the most convenient manner and rates do not include connecting equipment or special wiring.
14. Order form and payment in U.S. dollars must be received a MINIMUM OF FOURTEEN (14) DAYS prior to scheduled show opening date to qualify for advance rates.
15. Floor order for service must be paid at the time of ordering or before service is installed.
16. Request for special service or voltage must be received by Convention Center 30 days prior to scheduled exhibitors move in.
17. All equipment regardless of source of power must comply with all federal, state and local safety codes.

SAFETY REGULATIONS

1. Connections may be refused if they constitute a fire or safety hazard.
2. Any faults with display and equipment must be corrected promptly by qualified electricians or the power will be disconnected.
3. All equipment must be tagged with complete information as to current, voltage, phase, cycle, horsepower, etc.
4. Each motor of ½ HP or over must be equipped with a fusible disconnect switch located on or adjacent to the motor.
5. All exhibitors cords must be of the three wire grounded type.
6. All electrical connections must be disconnected from the machinery or equipment either by disconnect switch being off or cords unplugged at the end of each days exhibit.
7. No one exhibitor may use electrical power from another booth.
8. Under no circumstances shall anyone other than house electricians make a power source connection.

SPECIAL REQUIREMENTS

ORDERS WITH PAYMENT POSTMARKED 14 DAYS PRIOR TO SHOW OPENING DATE: DEDUCT 10%.
POWER REQUIREMENTS ABOVE 400 AMPS, SPECIAL VOLTAGE and TRANSFORMERS ARE AVAILABLE
PRICES UPON REQUEST

- OVERHEAD SERVICE: Add 50% to Service Requirement charge when ordering.
- OUTSIDE SERVICE: Add 50% to Service Requirement charge when ordering.
- 24 - HOUR SERVICE: Add 50% to Service Requirement charge. When 24 - hour service is not required, exhibitor is expected to turn equipment off at the end of each day or expect to be billed for 24 - hour service.

SPECIAL ELECTRIC CONVERSION CHART

AMPS	1-PHASE 120-Volts	1-PHASE 208-Volts	3-PHASE 208-Volts	1-PHASE 480-Volts	3-PHASE 480-Volts	AMPS	1-PHASE 120-Volts	1-PHASE 208-Volts	3-PHASE 208-Volts	1-PHASE 480-Volts	3-PHASE 480-Volts
0-5	500W \$60.00	1,000 W \$80.00	1,800 W \$100.00	2,400 W \$105.00	4,200 W \$150.00	91-100	Priced Upon Request	20,800 W \$650.00	36,000 W \$1,000.00	48,000 W \$1,300.00	83,000 W \$2,000.00
6-10	1000W \$70.00	2,100 W \$100.00	3,600 W \$150.00	4,800 W \$175.00	8,300 W \$280.00	101-125	Priced Upon Request	-	-	-	-
11-15	1,500W \$80.00	3,100 W \$120.00	5,400 W \$180.00	7,200 W \$225.00	12,500 W \$360.00	126-150	Priced Upon Request	31,200 W \$1,000.00	54,000 W \$1,500.00	72,000 W \$2,000.00	124,600W \$3,000.00
16-20	2,000W \$90.00	4,200 W \$150.00	7,200 W \$225.00	9,600 W \$300.00	16,600 W \$450.00	151-175	Priced Upon Request	36,400 W \$1,150.00	63,000 W \$1,750.00	84,000 W \$2,300.00	145,300W \$3,500.00
21-25	Priced Upon Request	5,200 W \$180.00	9,000 W \$275.00	12,000 W \$360.00	20,800 W \$550.00	176-200	Priced Upon Request	41,600 W \$1,300.00	72,000 W \$2,000.00	96,000 W \$2,600.00	166,100W \$4,000.00
26-30	Priced Upon Request	6,200 W \$210.00	10,800 W \$325.00	14,400 W \$420.00	24,900 W \$650.00	201-225	Priced Upon Request	-	81,000 W \$2,250.00	-	186,800W \$4,500.00
31-35	Priced Upon Request	7,300W \$250.00	12,600 W \$375.00	16,800 W \$500.00	29,100 W \$750.00	226-250	Priced Upon Request	-	90,000 W \$2,500.00	-	207,600W \$5,000.00
36-40	Priced Upon Request	8,300 W \$300.00	14,400 W \$450.00	19,200 W \$600.00	33,200 W \$900.00	251-275	Priced Upon Request	-	99,000 W \$2,750.00	-	228,400W \$5,500.00
41-50	Priced Upon Request	10,400 W \$350.00	18,000 W \$550.00	24,000 W \$700.00	41,500 W \$1,050.00	276-300	Priced Upon Request	-	108,000 W \$3,000.00	-	249,100W \$6,000.00
51-60	Priced Upon Request	12,500 W \$400.00	21,600 W \$600.00	28,800 W \$800.00	49,800 W \$1,200.00	301-325	Priced Upon Request	-	116,900 W \$3,250.00	-	269,900W \$6,500.00
61-70	Priced Upon Request	14,600 W \$450.00	25,200 W \$700.00	33,600W \$900.00	58,100 W \$1,400.00	326-350	Priced Upon Request	-	125,900 W \$3,500.00	-	290,600W \$7,000.00
71-80	Priced Upon Request	16,600 W \$500.00	28,800 W \$800.00	38,400 W \$1,000.00	66,400 W \$1,600.00	351-375	Priced Upon Request	-	134,900 W \$3,750.00	-	311,400W \$7,500.00
81-90	Priced Upon Request	18,700 W \$550.00	32,400 W \$900.00	43,200 W \$1,100.00	74,700 W \$1,800.00	376-400	Priced Upon Request	-	143,900 W \$4,000.00	-	332,200W \$8,000.00



2000 Convention Center Concourse, College Park, GA 30337-0508
 Phone (770) 997-3566 Toll Free (888) 331-GICC Fax (770) 994-8559

REQUEST FOR TELECOMMUNICATIONS SERVICES

FIRM NAME			EVENT NAME		
ADDRESS			EVENT DATE		
CITY	STATE	ZIP	CONTACT PERSON		
BOOTH #	MTG RM NAME		TELEPHONE #	EMAIL	

ORDER FORM AND PAYMENT IN U.S. DOLLARS MUST BE RECEIVED 14 DAYS
 PRIOR TO EVENT DATE TO QUALIFY FOR ADVANCE RATES. NO EXCEPTIONS PLEASE!

Make Remittance Payable to: GA. INTERNATIONAL CONVENTION CENTER, 2000 Convention Center Concourse, College Park, GA 30337-0508

STANDARD SERVICES

QUANTITY	DESCRIPTION	DATES OF SERVICE	TIMES OF SERVICE	ADVANCE RATE	FLOOR RATE	AMOUNT
	Standard Analog Lines - PHONE or Credit Card Lines			\$200.00	\$225.00	
	Conference Speaker Phone			\$250.00	\$275.00	
	Voice Mail Feature (per mailbox)			\$50.00	\$70.00	
	Rollover Feature (per line)			\$50.00	\$70.00	
	Polycom Microphone			\$50.00	\$75.00	
	Color MFP Printer			\$275.00	\$325.00	
	High Quality Paper Ream			\$25.00	\$25.00	
	Show Office Package "A": Color MFP/Phone/WiFi			\$550.00	\$625.00	
	Show Office Package "B": Wi-Fi/Key Access			\$100.00	\$125.00	

Telecommunication Total \$ _____

CUSTOMER WILL BE BILLED \$800.00 per TELEPHONE SET NOT RETURNED BY END OF SCHEDULED MOVE OUT.

TELECOMMUNICATION SERVICE ACCESS: LOCAL CALLS (INCLUDED) LONG DISTANCE (INCLUDED) INTERNATIONAL (ADDL. \$175)

TECHNOLOGY AND CABLE SERVICE

QUANTITY	DESCRIPTION	DATES OF SERVICE	TIMES OF SERVICE	ADVANCE RATE	FLOOR RATE	AMOUNT
	High Speed 10/100/1000 Base TX			\$800.00	\$900.00	
	Each Additional IP Address			\$175.00	\$200.00	
	Block Pricing Upon Request			Call Convention Center	NOT AVAILABLE	
	Cable TV - First Connection			\$200.00	\$225.00	
	Cable TV - Ea. Additional Connect			\$100.00	\$125.00	
	Wi-Fi Access Per User/Per Day			\$50.00	\$60.00	
	Cisco 8 Port GB Switch POE			\$125.00	\$150.00	
	Cisco 16 Port GB Switch POE			\$225.00	\$250.00	

Technology & Cable Total \$ _____

ORDER TOTAL \$ _____

IMPORTANT INFORMATION

- FLOOR SERVICE IS SUBJECT TO AVAILABILITY OF LINES
- NO CREDIT WILL BE GIVEN FOR EQUIPMENT OR SERVICE CANCELLED AFTER INSTALLATION
- ALL CUSTOMER EQUIPMENT MUST BE COMPATIBLE WITH OUR INFRASTRUCTURE
- GICC WILL NOT BE RESPONSIBLE FOR THE OPERATION AND CONFIGURATION OF CUSTOMER COMPUTER AND/OR TELECOMMUNICATION EQUIPMENT
- CUSTOM IT SERVICES ARE AVAILABLE FOR YOUR CONVENIENCE AND WILL BE PRICED ACCORDINGLY
- SPECIALIZED BANDWIDTH REQUIREMENTS ARE PRICED ACCORDINGLY
- ANY IT EQUIPMENT UTILIZED WITHOUT THE EXPRESS PERMISSION OF THE GICC, WILL BE SUBJECT TO DISCONNECT
- EQUIPMENT SUBJECT TO INTERFERENCE/DISCONNECT: MY5/MY10, THIRD PARTY ACCESS POINTS, PROXY SERVERS, AND OTHER UNAUTHORIZED DEVICES
- GICC IS NOT RESPONSIBLE FOR VIRUS INFESTATION THAT RESULTS IN SERVICE INTERRUPTIONS. THE GICC OFFERS STRAIGHT THROUGH TRAFFIC, UNLESS OTHERWISE REQUESTED

PAYMENT MAY BE MADE BY CHECK OR CREDIT CARD.

AMX	VISA/MC	CREDIT CARD NUMBER
EXPIRATION DATE/SECURITY CODE		NAME ON CARD
SIGNATURE		

Please review the Telecommunication General Information Page for more information.



Exhibitor Name: _____ Booth Representative: _____
 Firm, Billing Name: _____ Purchase Order or Reference Number: _____
 Booth Number: _____ Credit Card #: _____ Ex Date _____
 Billing Address: _____ CVV# _____ **Pay via ACH to avoid cc proc fee, email req to order@tlc-florist.com**
 City: _____ State: _____ Zip: _____ Name of Credit Card Holder as shown on card _____
 Show Decorator: Expo Event Services _____
 Phone: _____ Fax: _____ Authorized Signature: _____
 Cell: _____ Email Address: _____

HOW TO ORDER: Email order to order@tlc-florist.com/ Mail hard copy to: P.O. Box 538, Rex, GA 30273 or 121 Pine Dr., Stockbridge, Ga 30281 / or Fax to (770) 474-4676 Questions? Please email plant@tlc-florist.com or call (770) 507-6777
*** PRICES IN BOLD PRINT ARE DISCOUNT PRICES FOR ORDERS RECEIVED 2 WEEKS PRIOR TO EXHIBITOR MOVE-IN**

**FROM SIMPLE AND ELEGANT TO WILD AND COLORFUL!
LET A TLC DESIGNER CREATE THE PERFECT LOOK JUST FOR YOU!**

If you would like to specify color, size, type flowers, please do so below—**prices start at \$90.00.**

Qty _____ tropical flowers—Price \$ _____ each

Qty _____ Spring flowers—Price \$ _____ each

Color _____

Width _____ Height _____

Additional Request: _____

*Don't know what you want? Just want a splash of color?
Let TLC designers choose your fresh seasonal flowers!*

Qty _____ TLC pick my colors, size, type flowers \$80.00 ea

Visit www.tlc-florist.com for additional sample pictures.
For free design assistance, please call 770-507-6777 or email plant@tlc-florist.com with any questions.



TLC Designers can provide the following:

- **Water Features**
 - **Fountains**
 - **Ponds**
 - **Water falls**
 - **Swamps**
 - **Garden Areas**
 - Tropical :**
(beach scenes;
rain forests)
 - Seasonal:**
(Spring, Fall, Holiday)
 - Formal :**
(serenity garden,
English garden)
 - **Border Areas:**
 - Hedges**
(control flow)
 - Lawn or Golf**
(promotional)
 - Trees**
(privacy)
- Special services are Available for hospitality Suites, award banquets, And VIP room deliveries.**

COLORFUL POTS OF VIBRANT FLOWERS!

Seasonal

12"-18"H

\$30.00/\$35.00 each

Qty _____

White _____

Yellow _____

Lavender _____

Orange _____

Pink _____



Azaleas—12"H

\$40.00/\$45.00 each

Qty _____

White _____

Pink _____

Red _____



Bromeliads—12"-18"H

\$40.00/\$45.00 each

Qty _____

Purple _____ Red _____

Yellow _____ Orange _____

*See next
page for
green plants.*

FLORAL ORDER FORM

Full Greenery: Fill planter boxes, cover floor cables
 Below available depending on Season



10"H x 10"W
 \$40.00/\$50.00 each
 Qty ____

3' Green Plants



\$50/\$55.00 each Qty ____

Standard 4' to 6' Green Plants



4' @ \$60/\$65 each Qty ____
 5' @ \$70/\$80 each Qty ____
 6' @ \$80/\$96 each Qty ____

7' H & Taller plants & Planters are available
 Call 770-507-6777 for price/availability

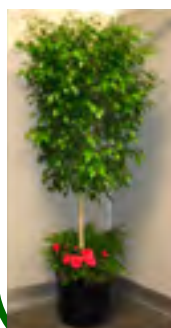


Planters are 2 1/2' long.

Top-dressed with azalea (pictured)
 Also available with mum
 Choose flower color for flower choice.

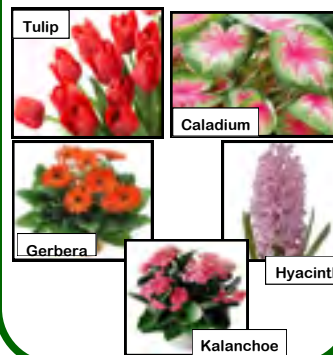
For Top-dressing with fern & azalea
 __ white, __ pink, __ red

For Top-dressing with fern & mum
 __ white, __ yellow, __ lavender



4' @ \$145/\$165 each, Qty ____
 5' @ \$155/\$175 each, Qty ____
 6' @ \$165/\$185 each, Qty ____

Seasonal Flowering Plants
 Call for Price & Availability



Rental price includes: Decorative container, top dressing, professional maintenance, installation and pick up. There is a one-time \$10.00 charge for **daily** floral delivery. **ALL ORDERS MUST BE PAID - IN - FULL PRIOR TO SHOW CLOSING.** We accept cash, company check, VISA, MASTERCARD, AMERICAN EXPRESS. Adjustments cannot be made after the close of the show. All rental items remain property of TLC Atlanta Convention Plant Services, Inc. **There is a restocking fee for orders cancelled less than 2 weeks prior to show opening.** **Orders placed after the open of an event may be subject to a delivery fee.**
Prices subject to change 2 weeks prior to move in.

Order Cost Summary

Select Container:
 Included in rental cost
 __ Black __ White

Chrome, Brass, Terra Cotta, & Other Containers are available.
 Please call 770-507-6777 for pricing.

Subtotal _____
 7.75% Sales Tax _____
 3% CC Proc Fee _____
 Request ACH pmt invoice when emailing this order to avoid 3% fee
 Total _____

Booth cleaning order form

ARES Personnel

RETURN FORM WITH PAYMENT TO:
ARES Personnel, Brian Salathe (briansalathe@comcast.net), 115 Boxford Ct., Alpharetta GA 30022 • PHONE 470-456-8600

TRAVEL & ADVENTURE SHOW

Name of Venue	Show Date	Booth #	
Company Name	Office #	On-site Contact #	
Street Address	City	State	Zip
Authorizing Signature	On-site Email	On-site Name	

1st night cleaning provided. Exhibitors requiring additional nightly vacuum, shampoo, mop, wax and trash removal during show hours must place their order and make payment to: ARES Personnel

CARPET CLEANING (100 SQ.FT. MINIMUM):

<input type="checkbox"/> DAILY BOOTH CLEANING INCLUDING NIGHTLY VACUUMING OF BOOTH & EMPTYING WASTEBASKETS	ADVANCE ORDER	FLOOR ORDER
Days _____ X Sq. Ft. _____ @ \$0.32 _____		\$0.34 _____

ALL ORDERS LESS THAN DAILY BUT MORE THAN ONE TIME WILL BE CHARGED AT THE ONE TIME RATE.

<input type="checkbox"/> VACUUM ONE TIME ONLY	Days _____ X Sq. Ft. _____ @ \$0.34 _____	\$0.36 _____
<input type="checkbox"/> SHAMPOO PRIOR TO SHOW OPENING MUST GIVE 24 HR. NOTICE	Days _____ X Sq. Ft. _____ @ \$0.67 _____	\$0.70 _____
<input type="checkbox"/> DAMP MOP ONLY-TILE FLOORING	Days _____ X Sq. Ft. _____ @ \$0.30 _____	\$0.32 _____
FOR EXHIBITORS USING COMPUTER OR ELECTRONIC EQUIPMENT - PROTECT FROM STATIC CHARGE, ORDER ANTI-STATIC SPRAY.		
<input type="checkbox"/> ANTI-STATIC SPRAY	Days _____ X Sq. Ft. _____ @ \$0.06 _____	\$0.09 _____
<input type="checkbox"/> PERIODIC PORTER SERVICE IS PERFORMED AT TWO (2) OUR INTERVALS DURING SHOW HOURS	Days @ \$100.00 per day= _____	
<input type="checkbox"/> HOURLY PORTER SERVICE (ONE HOUR MINIMUM)	Hours @ \$27.50 per hour= _____	

GRAND TOTAL

WE ACCEPT VISA, MASTERCARD & AMERICAN EXPRESS
3% HANDLING CHARGE WILL BE ADDED TO YOUR ORDER

PAYMENT IN US DOLLARS, CREDIT CARD AUTHORIZATION OR COMPANY CHECK MUST ACCOMPANY THIS ORDER FOR PROCESSING

CREDIT CARD VERIFICATION:

Last four digits of credit card number: <input style="width: 40px; height: 20px;" type="text"/>	Card EXP Date: MM/YY <input style="width: 40px; height: 20px;" type="text"/>
Cardholder's Name: <input style="width: 350px;" type="text"/>	Cardholder's Signature: <input style="width: 350px;" type="text"/>
Cardholder's Billing Address: <input style="width: 350px;" type="text"/>	City: <input style="width: 100px;" type="text"/> State: <input style="width: 100px;" type="text"/> Zip Code: <input style="width: 100px;" type="text"/>

<input style="width: 100%; height: 20px;" type="text"/>	CARD TYPE
	<input type="checkbox"/> MASTERCARD
	<input type="checkbox"/> VISA
	<input type="checkbox"/> AMERICAN EXPRESS

Any questions regarding service ordered and received must be brought to the attention of the **ARES Personnel** 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. **ARES PERSONNEL HAS BEEN EXCLUSIVE CLEANING CONTRACTOR FOR THIS SHOW.**