



EXP O
EVENT SERVICES

Exhibitor Services Manual

Los Angeles Travel & Adventure Show
March 7-8, 2026
Long Beach Convention Center
Long Beach, CA

Los Angeles Travel & Adventure Show

Long Beach Convention Center

March 7-8, 2026



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WELCOME TO ONLINE ORDERING



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

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.

SHOW INFORMATION

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Welcome to Long Beach and the **Los Angeles 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 3/5/2026	8am - 5pm
Exhibitor Move-In:	Friday 3/6/2026	9am - 5pm
Event Open:	Saturday 3/7/2026	9:30am - 5pm (Travel Advisors) 10 am - 5pm (Public)
	Sunday 3/8/2026	11am - 4pm
Exhibitor Move-Out:	Sunday 3/8/2026	4pm - 8pm
Clear Floor:	Sunday 3/8/2026	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 pm on Sunday, March 8th, 2026**; 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 6 pm on Sunday, March 8th, 2026

SHOW INFORMATION

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Shipping Addresses

Advance Receiving / Shipments	Advance Shipments are through TS Shipper, The Official Show Carrier ONLY. Direct Contact: dtullo@tsshipper.com	
Direct Shipments to Showsite	Los Angeles Los Angeles Travel & Adventure c/o Expo Event Services Long Beach Convention Center (Halls A & B) 300 E Ocean Blvd Long Beach , CA 90802	Shipments Should Arrive on: March 5th, 2026 1pm-5pm March 6th, 2026 9am-5pm

State Tax 10.5% (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.

TRAVEL & ADVENTURE SHOW®

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.



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MUST READ

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

The Official Service Contractor is appointed to:

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

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

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

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

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

ACORD CERTIFICATE OF LIABILITY INSURANCE		DATE (MM/DD/YY) 00/00/00
PRODUCER (000) 000-0000 FAX (000) 000-0000 Name of Insurance Agency Street Address City, State Zip		THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.
INSURED Exhibitor Appointed Contractor Street Address City, State Zip		INSURERS AFFORDING COVERAGE INSURER A: Insurance Company A INSURER B: INSURER C: INSURER D: INSURER E:

COVERAGES

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

INSR LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS	
A	GENERAL LIABILITY	ABC 12345		2026	EACH OCCURRENCE	\$ 1,000,000
	☒ COMMERCIAL GENERAL LIABILITY				FIRE DAMAGE (Any one fire)	\$ 50,000
	☐ CLAIMS MADE ☒ OCCUR				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	ABC 12345		2026	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
	☒ ANY AUTO				BODILY INJURY (Per person)	\$
	☐ ALL OWNED AUTOS				BODILY INJURY (Per accident)	\$
	☐ SCHEDULED AUTOS				PROPERTY DAMAGE (Per accident)	\$
	☐ HIRED AUTOS					
	GARAGE LIABILITY				AUTO ONLY-EA ACCIDENT	\$
	☐ ANY AUTO				OTHER THAN EA ACC	\$
					AUTO ONLY: AGG	\$
	EXCESS LIABILITY			2026	EACH OCCURRENCE	\$
	☐ OCCUR ☐ CLAIMS MADE				AGGREGATE	\$
						\$
	DEDUCTIBLE					\$
	RETENTION \$					\$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	ABC 12345			☒ WC STATUTORY LIMITS ☐ 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	☒	ADDITIONAL INSURED; INSURER LETTER ____	CANCELLATION 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.
Expo Event Services 1700 York Ave Suite 2T New York, NY 10128			AUTHORIZED REPRESENTATIVE Name (First & Last)

INDEPENDENT DISPLAY HOUSE/CONTRACTOR NOTIFICATION

Los Angeles Travel & Adventure Show

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RETURN TO: Expo Event Services • 1700 York Ave Suite 2T • New York, NY 10128 • P: (201) 300-2782 • F: (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 age, 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
7. 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.
8. 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.
9. 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.
10. 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 there of.
11. 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.
12. 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.
13. 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.
14. Dry and Cold Storage – Exhibitor stores products at its own risk. Expo Event Services assumes no liability or responsibility for dry or cold storage
15. The Exhibitor agrees, in the event of a dispute with Expo Event Services or its subcontractors related to any loss or damage to any of the Exhibitor's freight or equipment, that the Exhibitor will not withhold payment in any amount due to Expo Event Services for freight handling services or any other services provided by Expo Event Services or its subcontractors as an offset against the amount of the alleged loss or damage. Instead, the Exhibitor agrees to pay Expo Event Services prior to the close of the show for all such charges and further agrees that any claim the Exhibitor may have against Expo Event Services or its subcontractors shall be pursued independently by the Exhibitor as a completely separate transaction to be resolved on its own merits.

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

FIRE DEPARTMENT REGULATIONS

Los Angeles Travel & Adventure Show

Long Beach Convention Center

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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.

PAYMENT POLICY

Los Angeles Travel & Adventure Show

Long Beach Convention Center

March 7-8, 2026



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

Los Angeles Travel & Adventure Show

Long Beach Convention Center

March 7-8, 2026



RETURN TO: Expo Event Services • 1700 York Ave Suite 2T • New York, NY 10128 • P: (201) 300-2782 • F: (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			MASTERCARD		VISA*		American Express								
							Card Expiration Date & Security Code REQUIRED (3 Digit on reverse side of card)								
	CARDHOLDER'S BILLING ADDRESS - IF DIFFERENT FROM ABOVE				CITY		STATE		ZIP		COUNTRY				
PLEASE SIGN	CARDHOLDER'S SIGNATURE				CARDHOLDER'S NAME - PRINT										

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

Los Angeles Travel & Adventure Show

Long Beach Convention Center

March 7-8, 2026



RETURN TO: Expo Event Services • 1700 York Ave Suite 2T • New York, NY 10128 • P: (201) 300-2782 • F: (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

EXPIRATION DATE

MASTERCARD
VISA*
American Express

Corporate
Personal

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

Account Number

Account Number input field

CARDHOLDERS NAME PLEASE PRINT

CARDHOLDERS BILLING ADDRESS CITY

STATE ZIP COUNTRY

All Services Rental Furniture
I & D Labor Material Handling In & Out
Signs

Other (Please Specify) _____

PLEASE
SIGN

X

CARDHOLDER'S SIGNATURE

Credit Charge Authorization

(Information Must Be Provided)

PROVIDE
EXPIRATION
DATE

EXPIRATION DATE

MASTERCARD
VISA*
American Express

Corporate
Personal

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

Account Number

Account Number input field

CARDHOLDERS NAME PLEASE PRINT

CARDHOLDERS BILLING ADDRESS CITY

STATE ZIP COUNTRY

All Services Rental Furniture
I & D Labor Material Handling In & Out
Signs

Other (Please Specify) _____

PLEASE
SIGN

X

CARDHOLDER'S SIGNATURE

SHIPPING INFORMATION

Los Angeles Travel & Adventure Show

Long Beach Convention Center

March 7-8, 2026



Cart Load

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

Vehicle Spotting

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

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

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

Freight Handling Services

Expo Event Services is prepared to receive your shipment directly to show site, or in advance via TS Shipper. 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.

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:

Los Angeles Travel & Adventure Show

C/O:

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

Direct Contact: dtullo@tsshipper.com

Direct Shipments to Exhibit Site

Rates Include:

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

Make out the bill of lading and consign as follows:

To:

Name of Exhibitor AND Booth Number

For:

Los Angeles Travel & Adventure Show

C/O:

Expo Event Services
Long Beach Convention Center (Hall AB)
300 E Ocean Blvd
Long Beach, CA 90802

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

SHIPPING GUIDELINES

Los Angeles Travel & Adventure Show

Long Beach Convention Center

March 7-8, 2026



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.

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.

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.

Rigging - 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.

Freight Handling Services

Expo Event Services is prepared to receive your shipment directly to show site, or in advance via TS Shipper. 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.

**Reserve Your
Shipment Today with
the
Official Show Carrier**

Fast, Reliable, Secure Trade Show Transportation!



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: Los Angeles Travel & Adventure Show

Show Dates: March 7-8, 2026

Venue: Long Beach 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@TSSHIPPER.com

Quick Quote: www.TSSHIPPER.com

TS SHIPPER LLC - INBOUND FORM

Show Name: Los Angeles Travel & Adventure Show

Show Dates: March 7-8, 2026

1700 York Avenue, Suite 2T, New York, NY 10128

Phone: (216) 566 - 5953 Fax: (866) 728 - 3775

Venue: Long Beach Convention Center

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

Phone: 216-566-5953

Email: info@TSSHIPPER.comQuick Quote: www.TSSHIPPER.com



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

Show Name: Los Angeles Travel & Adventure Show

Show Dates: March 7-8, 2026

Venue: Long Beach Convention Center

PAYMENT AUTHORIZATION

EXHIBITING COMPANY: _____

BOOTH # _____

ADDRESS: _____

SHOW: _____

ONSITE CONTACT: _____

ORDERED BY: _____

CELL: _____

PHONE: _____

QUOTED AMOUNT: _____

EMAIL: _____

\$ _____

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

Terms:

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

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

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

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

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

Payment Information:

☐ VISA

☐ MasterCard

☐ American Express

Credit Card Number: _____

Expiration Date: _____ / _____ VID Code: _____ Visa / Master Card (3 digits), Amex (4 digits)

Name (as it appears on the card): _____

Cardholder's Signature _____

_____ / _____ / _____
Date

Credit Card Billing Address:

Street: _____

City: _____ State: _____

Zip Code: _____ Country: (if not US) _____

Telephone: _____ Email: _____

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

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

Authorization Valid Until: _____ / _____ Initials Here: _____

TS SHIPPER LLC - OUTBOUND FORM**1700 York Avenue, Suite 2T, New York, NY 10128****Phone: (216) 566 - 5953 Fax: (866) 728 - 3775**

Show Name: Los Angeles Travel & Adventure Show

Show Dates: March 7-8, 2026

Venue: Long Beach Convention Center

Company Name

Booth Number

Company / Business Name**Street Address****Show Name (if applicable)****City****ST****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**

CARAVAN ORDER FORM



Deadline Date: 02/13/2026

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

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

SHIP TO	
---------	--

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: _____

KEY INFORMATION FORM

Los Angeles Travel & Adventure Show

Long Beach Convention Center

March 7-8, 2026



Deadline Date: 02/13/2026

RETURN TO: Expo Event Services • 1700 York Ave Suite 2T • New York, NY 10128 • P: (201) 300-2782 • F: (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

POV/ASSISTED CART LOAD FORM

Los Angeles Travel & Adventure Show

Long Beach Convention Center

March 7-8, 2026



Deadline Date: 02/13/2026

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 • P: (201) 300-2782 • F: (917) 591-8316 • Email: orders@expoeventservices.com

COMPANY	EMAIL ADDRESS	BOOTH 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 **\$185 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

Los Angeles Travel & Adventure Show

Long Beach Convention Center

March 7-8, 2026



Deadline Date: 02/13/2026

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

COMPANY

EMAIL ADDRESS

BOOTH NUMBER

AUTHORIZED CONTACT SIGNATURE

AUTHORIZED CONTACT - PLEASE PRINT

DATE

Vehicle Spotting Rate:

\$475.00 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.
5. Must be locked during non show hours.
6. Repairs or alterations may not be made inside the venue.
7. Must have adequate floor covering beneath the vehicle.
8. Must be turned off when parked inside.

TOTAL \$ _____

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

SHOW SITE LABEL

RUSH !

EXHIBITION FREIGHT

MUST ARRIVE

March 5th, 2026 1pm-5pm

March 6th, 2026 9am-5pm

TO: _____
(EXHIBITOR'S NAME)

Travel & Adventure



EXPO
EVENT SERVICES

C/O Expo Event Services

Long Beach Convention Center (Halls A & B)

300 E Ocean Blvd

Long Beach, CA 90802

BOOTH: _____ NUMBER _____ OF _____ Pcs.

CARRIER: _____

SHOW SITE LABEL

RUSH !

EXHIBITION FREIGHT

MUST ARRIVE

March 5th, 2026 1pm-5pm

March 6th, 2026 9am-5pm

TO: _____
(EXHIBITOR'S NAME)

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TO: _____
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Travel & Adventure



EXPO
EVENT SERVICES

C/O Expo Event Services

Long Beach Convention Center (Halls A & B)

300 E Ocean Blvd

Long Beach, CA 90802

BOOTH: _____ NUMBER _____ OF _____ Pcs

CARRIER: _____

DISPLAY LABOR ORDER FORM

Los Angeles Travel & Adventure Show

Long Beach Convention Center

March 7-8, 2026



Deadline Date: 02/13/2026

RETURN TO: Expo Event Services • 1700 York Ave Suite 2T • New York, NY 10128 • P: (201) 300-2782 • F: (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	\$223.00	\$287.00
Over Time	4:30 p.m. to 8:00 a.m. Monday through Friday; all day Saturday	\$366.00	\$476.00
Double Time	Sundays and Holidays	\$447.00	\$581.00

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.

HANGING SIGNS/BANNERS ORDER FORM

Los Angeles Travel & Adventure Show

Long Beach Convention Center

March 7-8, 2026



Deadline Date: 02/13/2026

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

COMPANY

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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

SIGN ASSEMBLY LABOR				
EST TOTAL HOURS	ITEM	ADVANCE	STANDARD	TOTAL
	ST	\$242.00	\$314.00	
	OT	\$403.00	\$523.00	
	DT	\$492.00	\$641.00	
EES Supervision: _____ x 30% =				
			(Assembly total)	(\$40.00 minimum)

Date of Assembly:

Requested Start Time:

Please indicate who will supervise DISASSEMBLY

☐ EES Supervision ☐ Exhibitor/Display House Supervision

SIGN DISASSEMBLY LABOR				
EST TOTAL HOURS	ITEM	ADVANCE	STANDARD	TOTAL
	ST	\$242.00	\$299.00	
	OT	\$403.00	\$523.00	
	DT	\$492.00	\$641.00	
EES Supervision: _____ x 30% =				
			(Assembly total)	(\$40.00 minimum)

Date of Assembly:

Requested Start Time:

OVERHEAD SIGN RIGGING LABOR

RIGGING INSTALLATION				
EST TOTAL HOURS	ITEM	ADVANCE	STANDARD	TOTAL
	ST	\$1,064.00	\$1,384.00	
	OT	\$1,380.00	\$1,792.00	
	DT	\$1,653.00	\$2,149.00	
EES Supervision: _____ x 30% =				

Date of Assembly:

Requested Start Time:

RIGGING REMOVAL				
EST TOTAL HOURS	ITEM	ADVANCE	STANDARD	TOTAL
	ST	\$1,064.00	\$1,384.00	
	OT	\$1,380.00	\$1,792.00	
	DT	\$1,653.00	\$2,149.00	
EES Supervision: _____ x 30% =				

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 INFORMATION FORM

Los Angeles Travel & Adventure Show

Long Beach Convention Center

March 7-8, 2026



EXPO
EVENT SERVICES

Deadline Date: 02/13/2026

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COMPANY

EMAIL ADDRESS

BOOTH NUMBER

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DATE

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

INBOUND SHIPPING INFORMATION

Carrier: _____ Carrier Phone #: _____

Shipped to: ☐ Warehouse ☐ Show Site ☐ From City/St: _____ Date: _____

Total # of: ☐ Crates ☐ Cartons ☐ Fibercases ☐ Other: _____

SET-UP INFORMATION

Set-up Plans/Photo: ☐ Attached ☐ To be sent ☐ With Exhibitor ☐ In Crate # _____

Carpet: ☐ With Exhibit ☐ Rented from Expo Event Services Color _____ Size _____

Electric Placement: ☐ Drawing Attached ☐ Drawing with Exhibit ☐ Electrical Under Carpet

Comments: _____

Graphics: ☐ With Exhibit ☐ Shipped Separately

Comments: _____

Special Tools/Hardware Required: _____

OUTBOUND SHIPPING INFORMATION

Ship To: _____

Method: ☐ Common Carrier ☐ Air Freight ☐ Van Line ☐ Other: _____

Carrier (If Known): _____

Freight Charges: ☐ Prepaid ☐ Bill To: _____
☐ Collect _____

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

Special Instructions/Comments: _____

Emergency Contact:

Name: _____ Phone: _____

TURNKEY PACKAGES

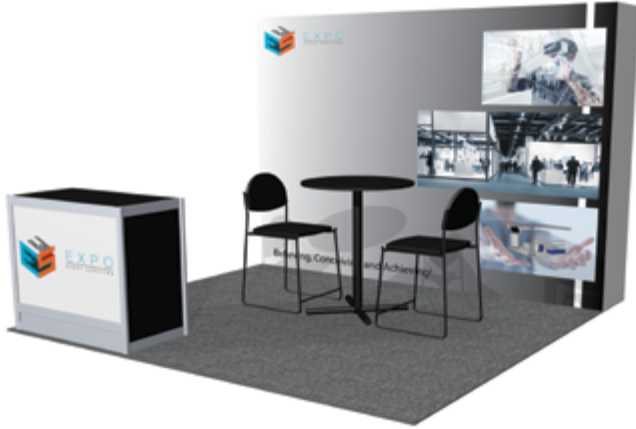
Los Angeles Travel & Adventure Show

Long Beach Convention Center

March 7-8, 2026



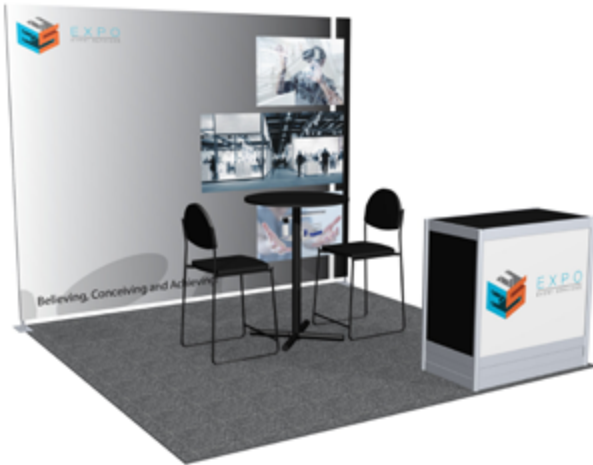
Deadline Date: 02/06/2026



10' x 10' PACKAGE A \$4,095.00

Furnishing

- (1) 10' x 8' Pop-Up (Includes print on front side)
- (1) 1m x 1/2m x 42" Counter
- (1) 30" x 42"H Round Cocktail Table
- (2) Bar Stools



10' x 10' PACKAGE B \$5,030.00

Furnishing

- (1) 10' x 8' Tension Fabric (Includes print on front side)
- (1) 1m x 1/2m x 42" Counter
- (1) 30" x 42"H Round Cocktail Table
- (2) Bar Stools



10' x 20' PACKAGE C \$6,899.00

Furnishing

- (1) 20' x 8' Tension Fabric (Includes print on front side)
- (1) 1M x .5M x 42" Counter*
- (1) Sofa
- (1) Single Chair
- (1) Coffee Table
- (1) 30" x 42"H Round Cocktail Table
- (2) Bar Stools

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

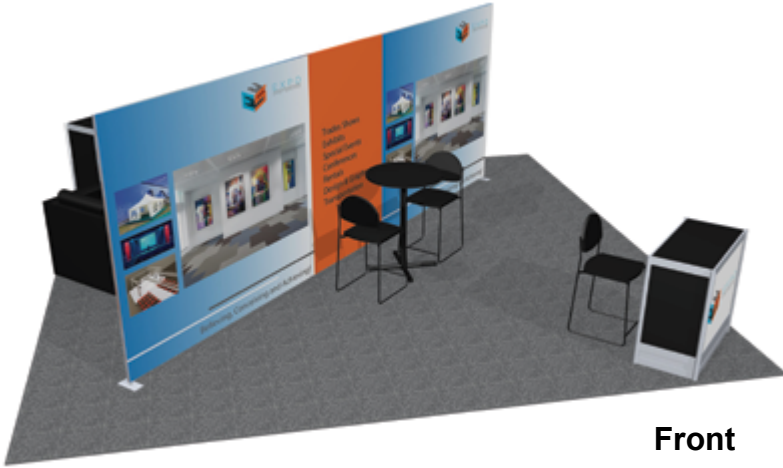
Los Angeles Travel & Adventure Show

Long Beach Convention Center

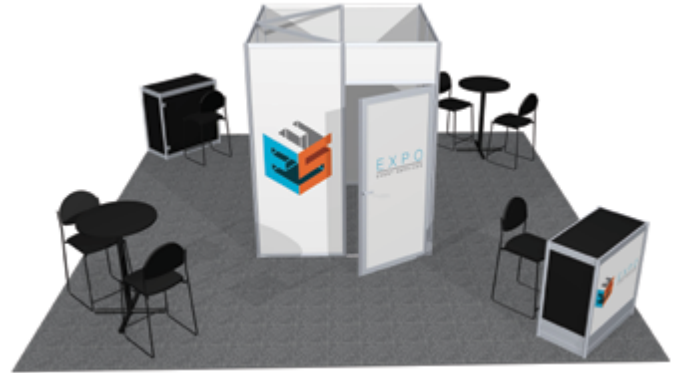
March 7-8, 2026



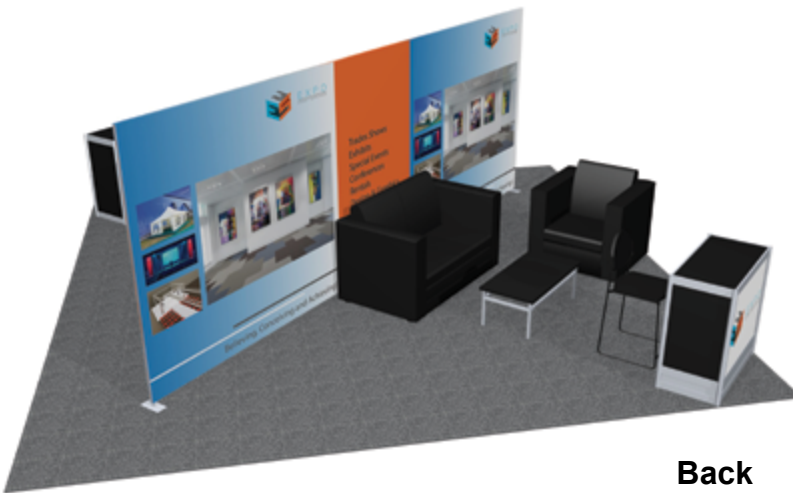
Deadline Date: 02/06/2026



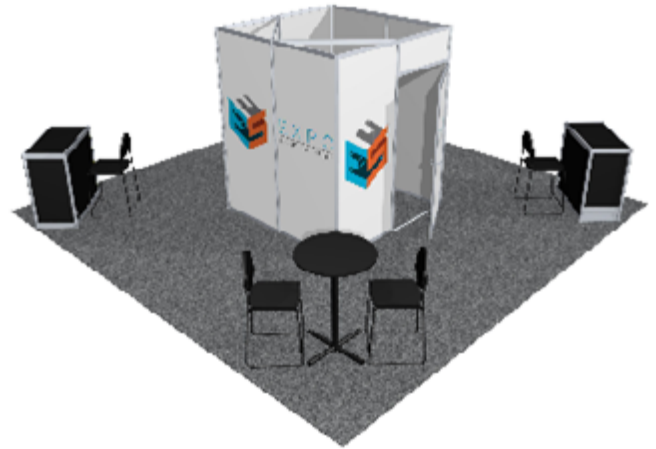
Front



Front



Back



Back

20' x 20' Package D
\$8,663.00

Furnishing

- (1) 20' x 8' Tensions Fabric (Includes print on both sides).
- (2) Counter* (1m x 1/2m x 42"h)
- (1) Sofa
- (1) Single Chair
- (1) Coffee Table
- (1) Round Cocktail Table (30" x 42"h)
- (4) Bar Stools

20' x 20' Package E
\$7,508.00

Furnishing

- (1) 2m x 2m x 8'h Hardwall Storage Unit w/Locable Access Door
- (2) 1m x 1/2m x 42"h Counters
- (2) 30" x 42"h Round Cocktail Tables
- (6) Bar Stools

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

LIGHTBOXES

Los Angeles Travel & Adventure Show

Long Beach Convention Center

March 7-8, 2026



Deadline Date: 02/06/2026



10' x 8' Lightbox

Graphic Size

Single Sided Graphic: \$4,050.00

Double Sided Graphic: \$6,450.00

20' x 8' Lightbox

Graphic Size

Single Sided Graphic: \$6,450.00

Double Sided Graphic: Quoted upon request



PLEASE NOTE

Labor to set up and tear down is not included and estimated time would be 2 men 2 hours each on the install and 2 men 1 hour each on the dismantle

SIGNAGE & GRAPHIC ORDER FORM

Los Angeles Travel & Adventure Show

Long Beach Convention Center

March 7-8, 2026



Deadline Date: 02/13/2026

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

COMPANY	EMAIL ADDRESS	BOOTH NUMBER
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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"	\$66.00	\$86.00	
	11" x 17"	\$78.00	\$101.00	
	14" x 22"	\$96.00	\$125.00	
	22" x 28"	\$117.00	\$153.00	
	24" x 36"	\$234.00	\$303.00	
	30" x 40"	\$251.00	\$328.00	
	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 @ 10.5% = _____ = 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

Los Angeles Travel & Adventure Show

Long Beach Convention Center

March 7-8, 2026



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.



gif@400%

EXPO
EVENT SERVICES



.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.



C



M



Y



K



PMS 144 C



PMS 255 C



PMS 383 CP



MS 684 C

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.

STANDARD CARPET ORDER FORM

Los Angeles Travel & Adventure Show

Long Beach Convention Center
March 7-8, 2026



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STANDARD CARPET



☐ Black



☐ Blue



☐ Green



☐ Gray



☐ Red



☐ Burgundy

Qty	Item	Discount	Standard	Total
	10' x 10' Booth Carpet	\$333.00	\$434.00	
	10' x 20' Booth Carpet	\$670.00	\$873.00	
	10' x 30' Booth Carpet	\$1,005.00	\$1,306.00	

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 may vary from the samples swatches listed

CUSTOM CARPET



☐ Black



☐ Blue



☐ Green



☐ Gray



☐ Red



☐ Burgundy



☐ White



☐ Teal

Qty	Item	Discount	Standard	Total
	Carpet Cut Carpet	\$8.17 sq.ft.	\$10.63 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 may vary from the samples swatches listed

PADDING

Qty	Item	Discount	Standard	Total
	Custom Padding - 1/2"	\$3.00 sq.ft.	\$3.90 sq.ft.	
Booth Size: Length _____ ft. x Width _____ ft. = _____ sq.ft.				

SUBTOTAL = _____ + TAX @ 10.5% = _____ = 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.

Los Angeles Travel & Adventure Show

Long Beach Convention Center

March 7-8, 2026

Chairs



Upholstered
Side Chair



Upholstered
Tall Stool

Pedestal Tables



42” High Black
Table

30” High Black
Table

Draped & Undraped Tables



Undraped



Black



Blue



Burgundy



White



Green



Red

Accessories



Chrome Easel



Retractable Stanchion



Wastebasket

STANDARD FURNITURE & ACCESSORIES ORDER FORM

Los Angeles Travel & Adventure Show

Long Beach Convention Center

March 7-8, 2026



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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	\$142.00	\$185.00	N/A	
		Tall Black Stool	\$181.00	\$236.00	N/A	
UNDRAPE TABLES		4' x 24" x 30" Undraped Table	\$133.00	\$214.00	N/A	
		6' x 24" x 30" Undraped Table	\$145.00	\$189.00	N/A	
		8' x 24" x 30" Undraped Table	\$164.00	\$215.00	N/A	
UNDRAPE COUNTERS		4' x 24" x 42" Undraped Counter	\$145.00	\$189.00	N/A	
		6' x 24" x 42" Undraped Counter	\$162.00	\$212.00	N/A	
		8' x 24" x 42" Undraped Counter	\$178.00	\$230.00	N/A	
DRAPE TABLES	Drape Table Colors: Black, Blue, Burgundy, Green, Gray, Red, White					
		4' x 24" x 30" High Draped Table	\$237.00	\$307.00		
		6' x 24" x 30" High Draped Table	\$265.00	\$346.00		
		8' x 24" x 30" High Draped Table	\$299.00	\$388.00		
		4th side Draped – 30"	\$101.00	\$132.00		
DRAPE COUNTERS	Drape Counter Colors: Black, Blue, Burgundy, Green, Gray, Red, White					
		4' x 24" x 42" High Draped Counter	\$267.00	\$348.00		
		6' x 24" x 42" High Draped Counter	\$309.00	\$402.00		
		8' x 24" x 42" High Draped Counter	\$353.00	\$460.00		
		4th side Draped – 42"	\$123.00	\$161.00		
DRAPE	Drape Counter Colors: Black, Blue, Burgundy, Green, Gray, Red, White					
		3' High Banjo Drape (4 ft. min. order)	\$30.00	\$40.00		
		8' High Banjo Drape (4 ft. min. order)	\$34.00	\$45.00		
PEDESTAL TABLES		30" x 30" High Pedestal Table	\$387.00	\$502.00	N/A	
		30" x 42" High Pedestal Table	\$437.00	\$569.00	N/A	
ACCESSORIES		Chrome Easel	\$93.00	\$120.00	N/A	
		Wastebasket	\$62.00	\$80.00	N/A	
		Retractable Stanchion	\$227.00	\$296.00	N/A	
		Coat Tree / Bag Rack	\$162.00	\$212.00	N/A	

SUBTOTAL = _____ + TAX @ 10.5% = _____ = TOTAL _____

Payment Authorization Form must accompany order.

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

Deadline Date: 02/13/2026

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



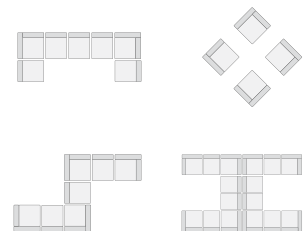
Function Armless Chair - Black

Black Vinyl
28"Square x 29"H



Function Corner - Black

Black Vinyl
28"Square x 29"H



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



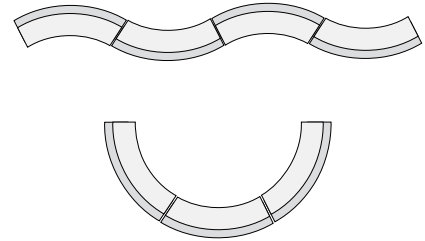
Continental Curved Bench

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



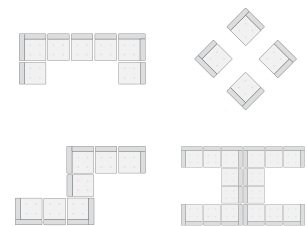
Boca Corner

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

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: 02/13/2026

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

CUBE OTTOMANS



Rubix Cube Ottomans

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



Blanc Cube Ottoman

Bright White Leather
17"Square x 17"H



Metro Cube Ottoman

Black Leather
18"Square x 18"H

CHARGED



Essentials Turning Bed - Charged

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.*

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

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

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



Blox Bar Back

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



Piazza Bar Back

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



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 | Jade |
| California Wine | Victory Blue |
| Chartreuse | White |
| Chocolate | |

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: 02/13/2026

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

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



London Pedestal

- Marble/Chrome
16"Square x 44"H

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

Los Angeles Travel & Adventure Show

Long Beach Convention Center

March 7-8, 2026

E X P O
EVENT SERVICES

Deadline Date: 02/13/2026

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AUTHORIZED CONTACT SIGNATURE	AUTHORIZED CONTACT - PLEASE PRINT	DATE

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	Description	Dimensions	Discount Price	Standard Price	Qty.	Total
Blanc							
18228-0847	100 lbs.	Blanc Bright White Leather Sofa	75"W x 35"D x 35"H	\$1,214.72	\$1,579.14		\$
18167-0614	90 lbs.	Blanc Bright White Leather Loveseat	54"W x 35"D x 35"H	\$1,159.44	\$1,507.27		\$
18284-0834	75 lbs.	Blanc Bright White Leather Chair	33"W x 35"D x 35"H	\$968.86	\$1,259.52		\$
18024-0072	40 lbs.	Blanc Bright White Leather Bench Ottoman	48"W x 24"D x 18"H	\$581.90	\$756.47		\$
18184-0274	15 lbs.	Blanc Bright White Leather Cube Ottoman	17"Square	\$203.67	\$264.77		\$
Function							
18284-0554	38 lbs.	Function Bright White Leather Armless Chair	28"Square x 29"H	\$619.72	\$805.64		\$
18066-0016	27 lbs.	Function Bright White Leather Corner	28"Square x 29"H	\$666.28	\$866.16		\$
18284-0452	38 lbs.	Function Black Leather Armless Chair	28"Square x 29"H	\$619.72	\$805.64		\$
18066-0009	27 lbs.	Function Black Leather Corner	28"Square x 29"H	\$681.69	\$886.20		\$
Continental							
18303-0006	105 lbs.	Continental Bright White Leather Curved Loveseat	82"W x 34"D x 31"H	\$1,197.26	\$1,556.44		\$
18304-0002	105 lbs.	Continental Bright White Leather Reverse Curved Loveseat	72"W x 34"D x 31"H	\$1,159.44	\$1,507.27		\$
18296-0006	35 lbs.	Continental Bright White Leather Wedge Ottoman	30"W x 34"D x 19"H	\$514.98	\$669.47		\$
18184-0283	75 lbs.	Continental Bright White Leather Curved Bench	70"W x 26"D x 19"H	\$608.09	\$790.52		\$
18184-0284	30 lbs.	Continental Bright White Leather Half Moon Ottoman	33"W x 19"D x 19"H	\$514.98	\$669.47		\$
Boca							
18066-0026	38 lbs.	Boca Black Leather Corner	27"W x 27"D x 30"H	\$666.28	\$866.16		\$
18284-0786	28 lbs.	Boca Black Leather Armless	22"W x 27"D x 30"H	\$619.72	\$805.64		\$
Metro							
18228-0602	110 lbs.	Metro Black Leather Sofa	85"W x 35"D x 35"H	\$997.96	\$1,297.35		\$
18167-0467	90 lbs.	Metro Black Leather Loveseat	60"W x 35"D x 35"H	\$961.59	\$1,250.07		\$
18284-0482	75 lbs.	Metro Black Leather Chair	35"Square x 35"H	\$750.65	\$975.85		\$
18184-0179	65 lbs.	Metro Black Leather Square Ottoman	40"Square x 17"H	\$514.98	\$669.47		\$
18024-0008	43 lbs.	Metro Black Leather Bench Ottoman	60"W x 24"D x 17"H	\$514.98	\$669.47		\$
Grammercy							
18228-0605	90 lbs.	Grammercy Charcoal Leather Sofa	82"W x 36"D x 36"H	\$1,111.43	\$1,444.86		\$
18167-0469	90 lbs.	Grammercy Charcoal Leather Loveseat	57"W x 36"D x 36"H	\$968.86	\$1,259.52		\$
18284-0485	40 lbs.	Grammercy Charcoal Leather Chair	28"W x 36"D x 36"H	\$619.72	\$805.64		\$
18066-0015	51 lbs.	Grammercy Charcoal Leather Corner	36"Square x 36"H	\$712.83	\$926.68		\$
18184-0036	64 lbs.	Grammercy Charcoal Leather Round Ottoman	46"Round x 17"H	\$514.98	\$669.47		\$
18184-0033	65 lbs.	Grammercy Charcoal Leather Square Ottoman	40"Square x 17"H	\$514.98	\$669.47		\$
Aubrey							
18228-0891	100 lbs.	Aubrey Sofa	90"W x 35"D x 35"H	\$1,307.82	\$1,700.17		\$
18284-0898	75 lbs.	Aubrey Chair	37"W x 35"D x 35"H	\$821.93	\$1,068.51		\$
18184-0303	30 lbs.	Aubrey Bench Ottoman	48"W x 24"D x 18"H	\$478.61	\$622.19		\$
Chandler							
18228-0795	100 lbs.	Chandler Red Leather Sofa	76"W x 37"D x 35"H	\$997.96	\$1,297.35		\$
18167-0581	90 lbs.	Chandler Red Leather Loveseat	53"W x 37"D x 35"H	\$961.59	\$1,250.07		\$
18284-0717	75 lbs.	Chandler Red Leather Chair	31"W x 37"D x 35"H	\$750.65	\$975.85		\$
18024-0062	43 lbs.	Chandler Red Leather Bench Ottoman	60"W x 24"D x 17"H	\$514.98	\$669.47		\$
Evoke							
13229-0007	80 lbs.	Evoke Sofa	81"W x 35"D x 27"H	\$1,508.58	\$1,961.15		\$
13041-0015	40 lbs.	Evoke Chair	33"W x 35"D x 27"H	\$808.84	\$1,051.49		\$
13054-0011	20 lbs.	Evoke Cocktail Table	48"W x 24"D x 18"H	\$514.98	\$669.47		\$
13110-0009	20 lbs.	Evoke End Table	24"W x 28"D x 25"H	\$456.79	\$593.83		\$
13110-0008	10 lbs.	Evoke Cube Table	18"Square	\$324.41	\$421.73		\$
Latitude							
13229-0020	77 lbs.	Latitude Sofa	91"W x 42"D x 33"H	\$1,306.37	\$1,698.28		\$
13170-0011	67 lbs.	Latitude Loveseat	91"W x 42"D x 33"H	\$1,219.08	\$1,584.80		\$
13285-0015	37 lbs.	Latitude Chair	42"W x 36"D x 33"H	\$1,015.42	\$1,320.05		\$
Verona							
13229-0016	85 lbs.	Verona Sofa	74"W x 38"D x 25"H	\$1,431.47	\$1,860.91		\$
13285-0013	44 lbs.	Verona Chair	28"W x 38"D x 25"H	\$739.01	\$960.71		\$
13185-0010	17 lbs.	Verona Ottoman	26"W x 21"D x 18"H	\$427.70	\$556.01		\$

Jasper						
18228-0892	80 lbs.	Jasper Sofa	64"W x 24"D x 33"H	\$1,118.70	\$1,454.31	\$
18284-0902	60 lbs.	Jasper Chair	30"W x 24"D x 33"H	\$725.92	\$943.70	\$
Niko						
18228-0858	100 lbs.	Niko Sofa	81"W x 30"D x 38"H	\$1,235.08	\$1,605.60	\$
18167-0622	85 lbs.	Niko Loveseat	58"W x 30"D x 38"H	\$1,128.89	\$1,467.56	\$
18284-0856	70 lbs.	Niko Chair	31"W x 30"D x 38"H	\$939.77	\$1,221.70	\$
Cromwell						
18228-0869	100 lbs.	Cromwell Sofa	78"W x 32"D x 29"H	\$1,403.83	\$1,824.98	\$
18284-0873	70 lbs.	Cromwell Chair	32"W x 32"D x 29"H	\$835.03	\$1,085.54	\$
Stage Chairs						
18284-0876	35 lbs.	Bianca Stage Chair - Frost	26"Square x 37"H	\$443.70	\$576.81	\$
18284-0895	35 lbs.	Bianca Stage Chair - Onyx	26"Square x 37"H	\$443.70	\$576.81	\$
18284-0893	35 lbs.	Bianca Stage Chair - Sand	26"Square x 37"H	\$443.70	\$576.81	\$
18284-0621	80 lbs.	Empire Chair - Black Leather	28"W x 32"D x 32"H	\$666.28	\$866.16	\$
18284-0564	80 lbs.	Empire Chair - White Leather	28"W x 32"D x 32"H	\$666.28	\$866.16	\$
18284-0785	24 lbs.	Monarch Chair	28"Square x 30"H	\$426.24	\$554.11	\$
18284-0900	55 lbs.	Royce Chair - Mink	29"W x 30"D x 33"H	\$580.45	\$754.59	\$
18284-0901	55 lbs.	Royce Chair - Oyster	29"W x 30"D x 33"H	\$580.45	\$754.59	\$
Ottomans & Benches						
18184-0283	75 lbs.	Continental Bright White Leather Curved Bench	70"W x 26"D x 19"H	\$608.09	\$790.52	\$
05026-0012		Encore Bench	68"W x 15"D x 18"H	\$551.35	\$716.76	\$
18184-0179	65 lbs.	Metro Black Leather Square Ottoman	40"Square x 17"H	\$514.98	\$669.47	\$
18184-0033	65 lbs.	Grammercy Charcoal Leather Square Ottoman	40"Square x 17"H	\$514.98	\$669.47	\$
18024-0008	43 lbs.	Metro Black Leather Bench	60"W x 24"D x 17"H	\$514.98	\$669.47	\$
18024-0002	43 lbs.	Grammercy Charcoal Leather Bench	60"W x 24"D x 17"H	\$514.98	\$669.47	\$
18024-0062	43 lbs.	Chandler Red Leather Bench	60"W x 24"D x 17"H	\$514.98	\$669.47	\$
18184-0192	70 lbs.	Essentials Storage Ottoman	48"W x 24"D x 20"H	\$712.83	\$926.68	\$
18184-0036	64 lbs.	Grammercy Charcoal Leather Round Ottoman	46"Round x 17"H	\$514.98	\$669.47	\$
Banquettes & Turning Beds						
18011-0011	185 lbs.	Essentials White Leather Banquette (2 pcs)	60"Round x 48"H	\$1,508.58	\$1,961.15	\$
18011-0002	130 lbs.	Grammercy Charcoal Leather Banquette (2 pcs)	59"Round x 38"H	\$1,508.58	\$1,961.15	\$
02082-0033	200 lbs.	Essentials White Leather Turning Bed	96"W x 48"D x 34"H	\$1,812.62	\$2,356.41	\$
Cube Ottomans						
18184-0294	10 lbs.	Rubix Cube - Cherry	17"Square x 18"H	\$208.03	\$270.44	\$
18184-0295	10 lbs.	Rubix Cube - Cromwell	17"Square x 18"H	\$208.03	\$270.44	\$
18184-0296	10 lbs.	Rubix Cube - Grape	17"Square x 18"H	\$208.03	\$270.44	\$
18184-0293	10 lbs.	Rubix Cube - Lemon	17"Square x 18"H	\$208.03	\$270.44	\$
18184-0297	10 lbs.	Rubix Cube - Lime	17"Square x 18"H	\$208.03	\$270.44	\$
18184-0298	10 lbs.	Rubix Cube - Mango	17"Square x 18"H	\$208.03	\$270.44	\$
18184-0274	15 lbs.	Blanc Bright White Leather Cube	17"Square x 17"H	\$203.67	\$264.77	\$
18184-0128	15 lbs.	Metro Black Leather Cube Ottoman	18"Square x 18"H	\$203.67	\$264.77	\$
Charged						
22100-0001	192 lbs.	Essentials Turning Bed w/Charging Station Insert	96"W x 48"D x 19"H	\$2,010.46	\$2,613.60	\$
22051-0001	40 lbs.	Boca Bright White Corner - Charged	27"W x 27"D x 30"H	\$759.38	\$987.19	\$
22050-0001	40 lbs.	Boca Bright White Armless - Charged	22"W x 27"D x 30"H	\$702.64	\$913.43	\$
22001-0001	80 lbs.	Aspen Bar Table - Charged	72"W x 26"D x 42"H	\$1,176.89	\$1,529.96	\$
22002-0002	55 lbs.	Aspen Cocktail Table - Charged	48"W x 24"D x 18"H	\$666.28	\$866.16	\$
18284-0861	52 lbs.	Patrice Tablet Chair	28"W x 30.5"D x 31"H	\$733.19	\$953.15	\$
22052-0001	60 lbs.	Lincoln Bench - Charged	59"W x 39"D x 17"H	\$1,111.43	\$1,444.86	\$
Occasional Tables						
12108-0001-12304-0006	10 lbs.	Aria Red End Table	24"W x 20"D x 22"H	\$362.23	\$470.90	\$
12049-0001-12050-0004	20 lbs.	Aria Red Cocktail Table	44"W x 20"D x 18"H	\$381.14	\$495.48	\$
12108-0001-12304-0005	10 lbs.	Aria Green End Table	24"W x 20"D x 22"H	\$362.23	\$470.90	\$
12049-0001-12050-0007	20 lbs.	Aria Green Cocktail Table	44"W x 20"D x 18"H	\$381.14	\$495.48	\$
12108-0001-12304-0004	10 lbs.	Aria Blue End Table	24"W x 20"D x 22"H	\$362.23	\$470.90	\$
12049-0001-12050-0005	20 lbs.	Aria Blue Cocktail Table	44"W x 20"D x 18"H	\$381.14	\$495.48	\$
12108-0001-12304-0007	10 lbs.	Aria Purple End Table	24"W x 20"D x 22"H	\$362.23	\$470.90	\$
12049-0001-12050-0006	20 lbs.	Aria Purple Cocktail Table	44"W x 20"D x 18"H	\$381.14	\$495.48	\$
12108-0001-12304-0002	10 lbs.	Aria White End Table	24"W x 20"D x 22"H	\$362.23	\$470.90	\$
12231-0001-12305-0002	35 lbs.	Aria White Console Table	44"W x 20"D x 30"H	\$401.51	\$521.96	\$
12049-0001-12050-0003	20 lbs.	Aria White Cocktail Table	44"W x 20"D x 18"H	\$381.14	\$495.48	\$
12108-0001-12304-0001	10 lbs.	Aria Charcoal End Table	24"W x 20"D x 22"H	\$362.23	\$470.90	\$
12231-0001-12305-0001	35 lbs.	Aria Charcoal Console Table	44"W x 20"D x 30"H	\$401.51	\$521.96	\$
12049-0001-12050-0002	20 lbs.	Aria Charcoal Cocktail Table	44"W x 20"D x 18"H	\$381.14	\$495.48	\$
18024-0010	30 lbs.	Novel End Table	15"Square x 16"H	\$456.79	\$593.83	\$
18024-0011	50 lbs.	Novel Cocktail Table	46"W x 15"D x 16"H	\$514.98	\$669.47	\$
12107-0512	27 lbs.	Fuze End Table	24"Square x 23"H	\$391.33	\$508.73	\$
12230-0116	49 lbs.	Fuze Console Table	60"W x 16"D x 34"H	\$475.70	\$618.41	\$
12055-0453	55 lbs.	Fuze Cocktail Table	40"Square x 16"H	\$439.33	\$571.13	\$
12107-0493	27 lbs.	London End Table	24"Square x 23"H	\$391.33	\$508.73	\$
12230-0110	49 lbs.	London Console Table	60"W x 16"D x 34"H	\$475.70	\$618.41	\$
12055-0428	55 lbs.	London Cocktail Table	40"Square x 16"H	\$439.33	\$571.13	\$
12107-0467	13 lbs.	Hylton Tablet Table	18"W x 12"D x 28"H	\$324.41	\$421.73	\$
12003-0117	27 lbs.	Gemma Accent Table - Blue Agate	14"Round x 20"H	\$401.51	\$521.96	\$
12003-0115	27 lbs.	Gemma Accent Table - Citrine	14"Round x 20"H	\$401.51	\$521.96	\$
12003-0116	27 lbs.	Gemma Accent Table - Moonstone	14"Round x 20"H	\$401.51	\$521.96	\$
12003-0120	27 lbs.	Gemma Accent Table - Obsidian	14"Round x 20"H	\$401.51	\$521.96	\$
12107-0494	21 lbs.	Brooklyn II Square End Table	22"W X 22"D X 20"H	\$334.59	\$434.97	\$
12107-0495	15 lbs.	Brooklyn II Round End Table	20"Round X 20"H	\$334.59	\$434.97	\$
12055-0429	35 lbs.	Brooklyn II Rect Cocktail Table	42"W X 24"D X 16"H	\$372.42	\$484.15	\$
12055-0430	25 lbs.	Brooklyn II Round Cocktail Table	30"Round X 16"H	\$372.42	\$484.15	\$
12055-0285	40 lbs.	24" Cube Cocktail Table - Black	24"Square x 16"H	\$362.23	\$470.90	\$
12055-0286	40 lbs.	24" Cube Cocktail Table - White	24"Square x 16"H	\$362.23	\$470.90	\$
12107-0296	50 lbs.	24" Cube End Table - Black	24"Square x 21"H	\$372.42	\$484.15	\$
12107-0297	55 lbs.	24" Cube End Table - White	24"Square x 21"H	\$372.42	\$484.15	\$
12003-0102	17 lbs.	Sirona Accent Table	18"W x 12"D x 28"H	\$324.41	\$421.73	\$
13110-0017	10 lbs.	Orbit End Table	16"Round x 19"H	\$270.58	\$351.75	\$

Bars & Bar Backs						
05012-0076	185 lbs.	VIP Glow Bar 6'	72"W x 24"D x 42"H	\$1,319.46	\$1,715.30	\$
05012-0075	130 lbs.	VIP Glow Bar 4'	48"W x 24"D x 42"H	\$1,111.43	\$1,444.86	\$
05012-0053	70 lbs.	Black Bar - 2 Shelf	48"W x 16"D x 42"H	\$608.09	\$790.52	\$
05012-0054	70 lbs.	White Bar - 2 Shelf	48"W x 16"D x 42"H	\$608.09	\$790.52	\$
12112-0010	60 lbs.	Blox Bar Back	30"W x 16"D x 86"H	\$759.38	\$987.19	\$
05001-0017	150 lbs.	Piazza Bar Back - Black	44"W x 12"D x 80"H	\$712.83	\$926.68	\$
05001-0018	150 lbs.	Piazza Bar Back - White	44"W x 12"D x 80"H	\$712.83	\$926.68	\$
05012-0083	282 lbs.	Elara Bar	72"W x 25"D x 44"H	\$2,022.10	\$2,628.73	\$
05012-0082	220 lbs.	Razor Bar	72"W x 25"D x 44"H	\$2,022.10	\$2,628.73	\$
Bar Stools						
05237-0038	15 lbs.	Criss Cross Bar Stool - Espresso	15"W x 19"D x 41"H	\$341.87	\$444.43	\$
05237-0039	15 lbs.	Criss Cross Bar Stool - White	15"W x 19"D x 41"H	\$341.87	\$444.43	\$
05237-0305	17 lbs.	Colin Stool	20"W x 19"D x 46"H	\$286.59	\$372.57	\$
05237-0221	20 lbs.	Euro Bar Stool - Black	22"W x 24"D x 42"H	\$324.41	\$421.73	\$
05237-0306-05033-0001-05034-0009	27 lbs.	Milo Bar Stool - Black	20"W x 21"D x 41"H	\$324.41	\$421.73	\$
05237-0306-05033-0007-05034-0012	27 lbs.	Milo Bar Stool - California Wine	20"W x 21"D x 41"H	\$324.41	\$421.73	\$
05237-0306-05033-0005-05034-0011	27 lbs.	Milo Bar Stool - Chartreuse	20"W x 21"D x 41"H	\$324.41	\$421.73	\$
05237-0306-05033-0013-05034-0015	27 lbs.	Milo Bar Stool - Chocolate	20"W x 21"D x 41"H	\$324.41	\$421.73	\$
05237-0306-05033-0011-05034-0014	27 lbs.	Milo Bar Stool - Jade	20"W x 21"D x 41"H	\$324.41	\$421.73	\$
05237-0306-05033-0009-05034-0013	27 lbs.	Milo Bar Stool - Victory Blue	20"W x 21"D x 41"H	\$324.41	\$421.73	\$
05237-0306-05033-0002-05034-0010	27 lbs.	Milo Bar Stool - White	20"W x 21"D x 41"H	\$324.41	\$421.73	\$
05237-0270	40 lbs.	Hourglass Bar Stool - Black	18"W x 20"D x 43"H	\$353.50	\$459.55	\$
05237-0271	40 lbs.	Hourglass Bar Stool - White	18"W x 20"D x 43"H	\$353.50	\$459.55	\$
05237-0160	35 lbs.	Equino Bar Stool - Black	15"W x 13"D x 35"H	\$353.50	\$459.55	\$
05237-0041	35 lbs.	Equino Bar Stool - White	15"W x 13"D x 35"H	\$353.50	\$459.55	\$
05237-0298	16 lbs.	Clara Stool	17"W x 21"D x 41"H	\$341.87	\$444.43	\$
05237-0215	15 lbs.	Marcus Stool	18"Square x 29"H	\$258.95	\$336.64	\$
05237-0169	25 lbs.	Caprice Stool	25"W x 26"D x 44"H	\$353.50	\$459.55	\$
05237-0042	15 lbs.	Sonic Stool	22"W x 23"D x 42"H	\$286.59	\$372.57	\$
05237-0300	6 lbs.	Nexus Stool	19"W x 20"D x 44"H	\$295.31	\$383.90	\$
Café Chairs						
05035-0053-05033-0003-05034-0009	19 lbs.	Milo Chair - Black	20"W x 22"D x 33"H	\$200.76	\$260.99	\$
05035-0053-05033-0008-05034-0012	19 lbs.	Milo Chair - California Wine	20"W x 22"D x 33"H	\$200.76	\$260.99	\$
05035-0053-05033-0006-05034-0011	19 lbs.	Milo Chair - Chartreuse	20"W x 22"D x 33"H	\$200.76	\$260.99	\$
05035-0053-05033-0014-05034-0015	19 lbs.	Milo Chair - Chocolate	20"W x 22"D x 33"H	\$200.76	\$260.99	\$
05035-0053-05033-0012-05034-0014	19 lbs.	Milo Chair - Jade	20"W x 22"D x 33"H	\$200.76	\$260.99	\$
05035-0053-05033-0010-05034-0013	19 lbs.	Milo Chair - Victory Blue	20"W x 22"D x 33"H	\$200.76	\$260.99	\$
05035-0053-05033-0004-05034-0010	19 lbs.	Milo Chair - White	20"W x 22"D x 33"H	\$200.76	\$260.99	\$
05035-0051	11 lbs.	Clara Chair	18"W x 21"D x 35"H	\$228.40	\$296.92	\$
05035-0008	10 lbs.	Leslie Chair	17"W x 21"D x 31"H	\$181.84	\$236.39	\$
05035-0010	15 lbs.	Criss Cross Chair - Espresso	17"W x 21"D x 35"H	\$228.40	\$296.92	\$
05035-0011	15 lbs.	Criss Cross Chair - White	17"W x 21"D x 35"H	\$228.40	\$296.92	\$
05035-0023	24 lbs.	Elio Chair	17"Square x 33"H	\$203.67	\$264.77	\$
14233-0025	20 lbs.	Caprice Chair - Black	25"W x 24"D x 32"H	\$203.67	\$264.77	\$
14233-0005	20 lbs.	Comet Stack Chair - Arms	23"W x 22"D x 32"H	\$277.86	\$361.22	\$
14233-0006	15 lbs.	Comet Stack Chair - Armless	19"W x 22"D x 32"H	\$258.95	\$336.64	\$
14233-0016	10 lbs.	Sonic Chair	20"W x 21"D x 32"H	\$203.67	\$264.77	\$
05035-0050	5 lbs.	Nexus Chair	19"W x 22"D x 32"H	\$241.49	\$313.94	\$
05035-0052	12 lbs.	Colin Chair	22"W x 19"D x 33"H	\$203.67	\$264.77	\$
Bar Tables						
05246-0003-05036-0050	27 lbs.	24" Square Bar Table - Cosmo/Chrome Base	24"Square x 42"H	\$381.14	\$495.48	\$
05246-0018-05036-0050	31 lbs.	24" Square Bar Table - Cosmo/Black Base	24"Square x 42"H	\$381.14	\$495.48	\$
05246-0003-05036-0051	27 lbs.	24" Square Bar Table - Emerald Tide/Chrome Base	24"Square x 42"H	\$381.14	\$495.48	\$
05246-0018-05036-0051	31 lbs.	24" Square Bar Table - Emerald Tide/Black Base	24"Square x 42"H	\$381.14	\$495.48	\$
05246-0003-05036-0049	27 lbs.	24" Square Bar Table - Icebreaker/Chrome Base	24"Square x 42"H	\$381.14	\$495.48	\$
05246-0018-05036-0049	31 lbs.	24" Square Bar Table - Icebreaker/Black Base	24"Square x 42"H	\$381.14	\$495.48	\$
05246-0003-05036-0048	27 lbs.	24" Square Bar Table - Sirona/Chrome Base	24"Square x 42"H	\$381.14	\$495.48	\$
05246-0018-05036-0048	31 lbs.	24" Square Bar Table - Sirona/Black Base	24"Square x 42"H	\$381.14	\$495.48	\$
05246-0003-05036-0046	27 lbs.	32" Round Bar Table - Cement/Chrome Base	32"Round x 42"H	\$514.98	\$669.47	\$
05246-0018-05036-0046	31 lbs.	32" Round Bar Table - Cement/Black Base	32"Round x 42"H	\$514.98	\$669.47	\$
05246-0003-05036-0047	27 lbs.	32" Round Bar Table - Yukon Oak/Chrome Base	32"Round x 42"H	\$514.98	\$669.47	\$
05246-0018-05036-0047	31 lbs.	32" Round Bar Table - Yukon Oak/Black Base	32"Round x 42"H	\$514.98	\$669.47	\$
05036-0053-05246-0018	33 lbs.	32" Round Bar Table - Smoke/Black Base	32"Round x 42"H	\$514.98	\$669.47	\$
05036-0053-05246-0003	38 lbs.	32" Round Bar Table - Smoke/Chrome Base	32"Round x 42"H	\$514.98	\$669.47	\$
05246-0018-05036-0001	34 lbs.	Euro Bar Table Black/Black 30" Round	30"Round x 42"H	\$362.23	\$470.90	\$
05246-0018-05036-0004	41 lbs.	Euro Bar Table Black/Black 36" Round	36"Round x 42"H	\$372.42	\$484.15	\$
05246-0003-05036-0001	30 lbs.	Silk Bar Table Black/Chrome 30" Round	30"Round x 42"H	\$362.23	\$470.90	\$
05246-0003-05036-0004	37 lbs.	Silk Bar Table Black/Chrome 36" Round	36"Round x 42"H	\$372.42	\$484.15	\$
05246-0018-05036-0037	34 lbs.	City Bar Table Maple/Black 30" Round	30"Round x 42"H	\$362.23	\$470.90	\$
05246-0018-05036-0038	41 lbs.	City Bar Table Maple/Black 36" Round	36"Round x 42"H	\$372.42	\$484.15	\$
05246-0003-05036-0037	30 lbs.	Park Ave Bar Table Maple/Chrome 30" Round	30"Round x 42"H	\$362.23	\$470.90	\$
05246-0003-05036-0038	37 lbs.	Park Ave Bar Table Maple/Chrome 36" Round	36"Round x 42"H	\$372.42	\$484.15	\$
05246-0018-05036-0003	34 lbs.	Summit Bar Table White/Black 30" Round	30"Round x 42"H	\$362.23	\$470.90	\$
05246-0018-05036-0006	41 lbs.	Summit Bar Table White/Black 36" Round	36"Round x 42"H	\$398.45	\$517.99	\$
05246-0003-05036-0003	30 lbs.	Blanco Bar Table White/Chrome 30" Round	30"Round x 42"H	\$362.23	\$470.90	\$
05246-0003-05036-0006	37 lbs.	Blanco Bar Table White/Chrome 36" Round	36"Round x 42"H	\$372.42	\$484.15	\$
05036-0039-05246-0003	43 lbs.	Fuze Bar Table	36"Square x 42"H	\$408.78	\$531.41	\$
05246-0003-05036-0008	28 lbs.	Blanco Bar Table - White/Chrome 24"Square	24"Square x 42"H	\$362.23	\$470.90	\$
05246-0003-05036-0009	69 lbs.	Blanco Rectangle Bar Table - White/Chrome	72"W x 24"D x 42"H	\$561.53	\$729.99	\$
05246-0003-05036-0033	28 lbs.	Spectrum Bar Table - Red	24"Square x 42"H	\$391.33	\$508.73	\$
05246-0003-05036-0034	28 lbs.	Spectrum Bar Table - Blue	24"Square x 42"H	\$391.33	\$508.73	\$
05246-0003-05036-0035	28 lbs.	Spectrum Bar Table - Purple	24"Square x 42"H	\$391.33	\$508.73	\$
05246-0003-05036-0036	28 lbs.	Spectrum Bar Table - Green	24"Square x 42"H	\$391.33	\$508.73	\$
05204-0001	75 lbs.	Aspen Bar Table	72"W x 26"D x 42"H	\$1,006.64	\$1,308.63	\$

Café Tables							
05246-0002-05036-0050	24 lbs.	24" Square Cafe Table - Cosmo/Chrome Base	24"Square x 30"H	\$381.14	\$495.48		\$
05246-0017-05036-0050	27 lbs.	24" Square Cafe Table - Cosmo/Black Base	24"Square x 30"H	\$381.14	\$495.48		\$
05246-0002-05036-0051	24 lbs.	24" Square Cafe Table - Emerald Tide/Chrome Base	24"Square x 30"H	\$381.14	\$495.48		\$
05246-0017-05036-0051	27 lbs.	24" Square Cafe Table - Emerald Tide/Black Base	24"Square x 30"H	\$381.14	\$495.48		\$
05246-0002-05036-0049	24 lbs.	24" Square Cafe Table - Icebreaker/Chrome Base	24"Square x 30"H	\$381.14	\$495.48		\$
05246-0017-05036-0049	27 lbs.	24" Square Cafe Table - Icebreaker/Black Base	24"Square x 30"H	\$381.14	\$495.48		\$
05246-0002-05036-0048	24 lbs.	24" Square Cafe Table - Sirona/Chrome Base	24"Square x 30"H	\$381.14	\$495.48		\$
05246-0017-05036-0048	27 lbs.	24" Square Cafe Table - Sirona/Black Base	24"Square x 30"H	\$381.14	\$495.48		\$
05246-0002-05036-0046	24 lbs.	32" Round Café Table - Cement/Chrome Base	32"Round x 30"H	\$514.98	\$669.47		\$
05246-0017-05036-0046	27 lbs.	32" Round Café Table - Cement/Black Base	32"Round x 30"H	\$514.98	\$669.47		\$
05246-0002-05036-0047	24 lbs.	32" Round Café Table - Yukon Oak/Chrome Base	32"Round x 30"H	\$514.98	\$669.47		\$
05246-0017-05036-0047	27 lbs.	32" Round Café Table - Yukon Oak/Black Base	32"Round x 30"H	\$514.98	\$669.47		\$
05036-0053-05246-0002	38 lbs.	32" Round Café Table - Smoke/Chrome Base	32"Round x 30"H	\$514.98	\$669.47		\$
05036-0053-05246-0017	35 lbs.	32" Round Café Table - Smoke/Black Base	32"Round x 30"H	\$514.98	\$669.47		\$
05246-0018-05036-0001	30 lbs.	Euro Café Table Black/Black 30" Round	30"Round x 30"H	\$362.23	\$470.90		\$
05246-0018-05036-0004	37 lbs.	Euro Café Table Black/Black 36" Round	36"Round x 30"H	\$372.42	\$484.15		\$
05246-0003-05036-0001	27 lbs.	Silk Café Table Black/Chrome 30" Round	30"Round x 30"H	\$362.23	\$470.90		\$
05246-0003-05036-0004	34 lbs.	Silk Café Table Black/Chrome 36" Round	36"Round x 30"H	\$372.42	\$484.15		\$
05246-0018-05036-0037	27 lbs.	Park Ave Café Table Maple/Chrome 30" Round	30"Round x 30"H	\$362.23	\$470.90		\$
05246-0018-05036-0038	34 lbs.	Park Ave Café Table Maple/Chrome 36" Round	36"Round x 30"H	\$372.42	\$484.15		\$
05246-0003-05036-0037	30 lbs.	City Café Table Maple/Black 30" Round	30"Round x 30"H	\$362.23	\$470.90		\$
05246-0003-05036-0038	37 lbs.	City Café Table Maple/Black 36" Round	36"Round x 30"H	\$372.42	\$484.15		\$
05246-0003-05036-0003	27 lbs.	Blanco Café Table White/Chrome 30" Round	30"Round x 30"H	\$362.23	\$470.90		\$
05246-0003-05036-0006	34 lbs.	Blanco Café Table White/Chrome 36" Round	36"Round x 30"H	\$372.42	\$484.15		\$
05246-0018-05036-0003	30 lbs.	Summit Café Table White/Black 30" Round	30"Round x 30"H	\$362.23	\$470.90		\$
05246-0018-05036-0006	37 lbs.	Summit Café Table White/Black 36" Round	36"Round x 30"H	\$372.42	\$484.15		\$
05036-0039-05246-0002	40 lbs.	Fuze Café Table	36"Square x 30	\$408.78	\$531.41		\$
05246-0002-05036-0008	25 lbs.	Blanco Café Table White/Chrome 24"Square	24"Square x 30"H	\$362.23	\$470.90		\$
05246-0002-05036-0009	63 lbs.	Blanco Café Table White/Chrome Rectangle	72"W x 24"D x 30"H	\$561.53	\$729.99		\$
05246-0002-05036-0033	25 lbs.	Spectrum Café Table - Red	24"Square x 29"H	\$392.33	\$510.03		\$
05246-0002-05036-0034	25 lbs.	Spectrum Café Table - Blue	24"Square x 29"H	\$391.33	\$508.73		\$
05246-0002-05036-0035	25 lbs.	Spectrum Café Table - Purple	24"Square x 29"H	\$391.33	\$508.73		\$
05246-0002-05036-0036	25 lbs.	Spectrum Café Table - Green	24"Square x 29"H	\$391.33	\$508.73		\$
05090-0001	90 lbs.	Aspen Dining Table	72"W x 30"D x 30"H	\$864.12	\$1,123.36		\$
05088-0531		Encore Dining Table	80"W x 40"D x 30"H	\$1,016.87	\$1,321.93		\$
05088-0533	171 lbs.	Madera Dining Table	92"W x 39"D x 30"H	\$1,307.82	\$1,700.17		\$
Office Seating							
14136-0002	38 lbs.	Tamiri High Back Chair	25"W x 27"D x 45"H	\$456.79	\$593.83		\$
14176-0007	37 lbs.	Tamiri Mid Back Chair	27"Square x 39"H	\$401.51	\$521.96		\$
14128-0002	41 lbs.	Tamiri Guest Chair	25"W x 26"D x 37"H	\$372.42	\$484.15		\$
14136-0081	40 lbs.	Accord High Back Chair - Black	25"Square x 44"H	\$570.26	\$741.34		\$
14136-0010	40 lbs.	Accord High Back Chair - White	25"Square x 44"H	\$570.26	\$741.34		\$
14250-0013	36 lbs.	Goal Task Chair - Arms	25"Square x 39"H	\$305.50	\$397.15		\$
14250-0014	38 lbs.	Goal Task Chair Armless	21"W x 25"D x 39"H	\$277.86	\$361.22		\$
14307-0003	36 lbs.	Goal Black Drafting Stool - Arms	25"W x 24"D x 48"H	\$324.41	\$421.73		\$
14307-0004	30 lbs.	Goal Black Drafting Stool - Armless	21"W x 24"D x 48"H	\$305.50	\$397.15		\$
14136-0105		Rimati Hi-Back Chair - Black	30"W x 28"D x 47-50"H	\$682.28	\$886.96		\$
14136-0106		Rimati Hi-Back Chair - White	30"W x 28"D x 47-50"H	\$682.28	\$886.96		\$
14128-0122		Rimati Guest Chair - Black	27"W x 25"D x 40"H	\$289.50	\$376.35		\$
14128-0123		Rimati Guest Chair - White	27"W x 25"D x 40"H	\$289.50	\$376.35		\$
Conference Tables							
14062-0105	97 lbs.	42" Round Conference Table - Black	42" Round x 29"H	\$504.80	\$656.24		\$
14062-0106	97 lbs.	42" Round Conference Table - Mahogany	42" Round x 29"H	\$504.80	\$656.24		\$
14062-0297	90 lbs.	Command Conference Table - 6' Black	72"W x 36"D x 31"H	\$901.95	\$1,172.54		\$
14062-0303	90 lbs.	Command Conference Table - 6' Sirona	72"W x 36"D x 31"H	\$901.95	\$1,172.54		\$
14062-0300	90 lbs.	Command Conference Table - 6' White	72"W x 36"D x 31"H	\$901.95	\$1,172.54		\$
14062-0298	125 lbs.	Command Conference Table - 8' Black	96"W x 48"D x 31"H	\$968.86	\$1,259.52		\$
14062-0304	125 lbs.	Command Conference Table - 8' Sirona	96"W x 48"D x 31"H	\$968.86	\$1,259.52		\$
14062-0301	125 lbs.	Command Conference Table - 8' White	96"W x 48"D x 31"H	\$968.86	\$1,259.52		\$
14062-0299	182 lbs.	Command Conference Table - 10' Black	120"W x 48"D x 31"H	\$1,111.43	\$1,444.86		\$
14062-0305	182 lbs.	Command Conference Table - 10' Sirona	120"W x 48"D x 31"H	\$1,111.43	\$1,444.86		\$
14062-0302	182 lbs.	Command Conference Table - 10' White	120"W x 48"D x 31"H	\$1,111.43	\$1,444.86		\$
Office Furniture							
14309-0001	125 lbs.	Computer Kiosk - Black	24"Square x 42"H	\$741.92	\$964.50		\$
14179-0005	125 lbs.	Computer Kiosk - White	24"Square x 42"H	\$741.92	\$964.50		\$
14072-0108	225 lbs.	Storage Credenza - Black	60"W x 20"D x 29"H	\$666.28	\$866.16		\$
14072-0038	225 lbs.	Storage Credenza - Mahogany	60"W x 20"D x 29"H	\$666.28	\$866.16		\$
14083-0105	290 lbs.	Jr Executive Desk - Black	60"W x 30"D x 29"H	\$759.38	\$987.19		\$
14083-0106	290 lbs.	Jr Executive Desk - Mahogany	60"W x 30"D x 29"H	\$759.38	\$987.19		\$
14083-0324	286 lbs.	Executive Desk - Black	72"W x 36"D x 29"H	\$788.47	\$1,025.01		\$
14083-0117	290 lbs.	Executive Desk - Mahogany	72"W x 36"D x 29"H	\$788.47	\$1,025.01		\$
14029-0098	56 lbs.	5 Shelf Bookcase - Black	36"W x 12"D x 72"H	\$412.83	\$536.68		\$
14029-0091	56 lbs.	5 Shelf Bookcase - Mahogany	36"W x 12"D x 72"H	\$712.83	\$926.68		\$
05088-0498	77 lbs.	Brooklyn II Rect Dining Table	60"W x 36"D x 30"H	\$741.92	\$964.50		\$
05088-0499	59 lbs.	Brooklyn II Round Dining Table	42" Round x 30"H	\$581.90	\$756.47		\$
05090-0001	90 lbs.	Aspen Dining Table	72"W x 30"D x 30"H	\$864.12	\$1,123.36		\$
Metal File & Storage Cabinets							
14148-0001	35 lbs.	2 Drawer Vertical File - Letter Size Black	15"W x 25"D x 29"H	\$250.22	\$325.29		\$
14147-0001	35 lbs.	2 Drawer Vertical File - Legal Size Black	18"W x 25"D x 29"H	\$324.41	\$421.73		\$
14148-0002	45 lbs.	4 Drawer Vertical File - Letter Size Black	15"W x 25"D x 52"H	\$334.59	\$434.97		\$
14147-0002	45 lbs.	4 Drawer Vertical File - Legal Size Black	18"W x 25"D x 52"H	\$372.42	\$484.15		\$
14143-0006	100 lbs.	2 Drawer Lateral File - Black	36"W x 18"D x 27"H	\$334.59	\$434.97		\$
14143-0008	170 lbs.	4 Drawer Lateral File - Black	36"W x 18"D x 54"H	\$408.78	\$531.41		\$
14034-0015	135 lbs.	Storage Cabinet - Black	36"W x 18"D x 72"H	\$408.78	\$531.41		\$

Pedestals							
12091-0023	50 lbs.	Display Pedestal 14" x 42" Black	14"Square x 42"H	\$496.07	\$644.89		\$
12091-0004	120 lbs.	Display Pedestal 24" x 42" Black	24"Square x 42"H	\$600.81	\$781.05		\$
12091-0002	55 lbs.	Display Pedestal 18" x 42" Black	18"Square x 42"H	\$552.81	\$718.65		\$
12091-0030	50 lbs.	Display Pedestal 14" x 42" White	14"Square x 42"H	\$496.07	\$644.89		\$
12091-0024	45 lbs.	Display Pedestal 14" x 36" Black	14"Square x 36"H	\$420.42	\$546.55		\$
12091-0034	75 lbs.	Display Pedestal 24" x 36" Black	24"Square x 36"H	\$600.81	\$781.05		\$
12091-0031	45 lbs.	Display Pedestal 14" x 36" White	14"Square x 36"H	\$420.42	\$546.55		\$
12091-0033	75 lbs.	Display Pedestal 24" x 36" White	24"Square x 36"H	\$600.81	\$781.05		\$
12091-0025	40 lbs.	Display Pedestal 14" x 30" Black	14"Square x 30"H	\$391.33	\$508.73		\$
12091-0003	80 lbs.	Display Pedestal 24" x 30" Black	24"Square x 30"H	\$570.26	\$741.34		\$
12091-0001	45 lbs.	Display Pedestal 18" x 30" Black	18"Square x 30"H	\$401.51	\$521.96		\$
12091-0032	40 lbs.	Display Pedestal 14" x 30" White	14"Square x 30"H	\$391.33	\$508.73		\$
14309-0001	125 lbs.	Locking Pedestal Black	24"Square x 42"H	\$741.92	\$964.50		\$
14179-0005	125 lbs.	Locking Pedestal White	24"Square x 42"H	\$741.92	\$964.50		\$
12091-0055	24 lbs.	Fuze Pedestal	16"Square x 44"H	\$408.78	\$531.41		\$
12091-0043	24 lbs.	London Pedestal	16"Square x 44"H	\$408.78	\$531.41		\$
Miscellaneous Items							
14189-0066	30 lbs.	Stanchion Chrome	41"H	\$114.93	\$149.41		\$
11526-0001	2 lbs.	Stanchion Rope - Red Velour	6' L	\$59.64	\$77.53		\$
14308-0009	8 lbs.	Nero Literature Stand - Black	15"W x 12"D x 53.5"H	\$277.86	\$361.22		\$
14308-0010	8 lbs.	Argento Literature Rack	15"W x 12"D x 53.5"H	\$277.86	\$361.22		\$
14308-0005	7 lbs.	Alto Literature Rack	10.5"W x 9.5"D x 57"H	\$286.59	\$372.57		\$
01209-0003	50 lbs.	Compact Refrigerator Black - 4.0 Cu Ft	21"W x 22"D x 32"H	\$514.98	\$669.47		\$
Lighting							
09392-0019	15 lbs.	Silo Grey Floor Lamp	70"H	\$253.13	\$329.07		\$
09417-0037	7 lbs.	Silo Grey Table Lamp	25"H	\$184.75	\$240.18		\$
09392-0018	15 lbs.	Silo White Floor Lamp	70"H	\$253.13	\$329.07		\$
09417-0036	7 lbs.	Silo White Table Lamp	25"H	\$184.75	\$240.18		\$
09392-0001	7 lbs.	Neutrino Steel Floor Lamp - Steel	67"H	\$258.95	\$336.64		\$



LONG BEACH

SAMPLING AT LONG BEACH CONVENTION CENTER

COMPANY NAME:

BOOTH NUMBER:

COMPANY ADDRESS:

CONTACT NAME:

TELEPHONE NUMBER:

EMAIL ADDRESS:

ITEM SAMPLES:

DISTRIBUTION PURPOSE:

PORTION SIZE:

METHOD OF DISPENSING :

1

STEP

2

STEP

3

STEP

4

STEP

5

STEP

6

STEP

DO YOU QUALIFY?

Are you the Manufacturer or Distributor?

Organizations that sponsor expositions and trade shows, along with their exhibitors, may only distribute **SAMPLE** food and beverage products with written authorization and adherence.

Items dispensed are limited to products manufactured, processed, or distributed by exhibiting companies.

SIZE RESTRICTIONS

All items are limited to **SAMPLE SIZE** and must be dispensed or distributed following health codes.

Non- alcoholic beverages limited to a maximum of **4oz**

Cans or bottles will not be permitted.

Food Items are limited to **2oz**

"Bite-size" not to exceed portions or 2oz pre-packaged samples.

SAMPLING ALCOHOL

All alcohol sampling requires a **SAVOR...** Bartender - fees apply

Alcoholic beverage sampling is permitted only if you are the manufacturer or distributor of the beverage.

All alcohol must be shipped to **SAVOR...** at Long Beach Convention Center.

All alcoholic beverages must be sample size:

- 2 oz for Beer & Wine

- 25 oz for Liquor

Handling and Storage fees will apply.

BOOTH FEES

Food or Beverage Products on the premises for consumption that do not fall within the sampling parameters are subject to fees.

A buyout fee will be determined by **SAVOR...** on a case-by-case basis. The cost will be based on the percentage of retail pricing for food and/or beverage items and are applicable to all taxes and service charges.

Storage & Delivery Fees:

- Refrigerated/Freezer Storage - **\$200** per pallet per day.

- Dry Storage - **\$100** per pallet per day.

-If you're not sending a total pallet, storage price is \$35 per case per day.

-**\$79.50** Per Delivery

HEALTH DEPT

Every exhibitor that plans to sample food & beverage must obtain a Temporary Food Facility Permit through the Long Beach Health Department.

The permit is only valid for specified sites, dates, businesses, and organizations. Each permit is limited to one food facility (exhibitor) operated by one owner.

Please read over the entire community event health dept. requirements (primarily related to handwashing stations and ware washing sinks). Sampling exhibitors are required to provide their sinks.

CHECK LIST

- Temporary Food Facility Application - fees apply
- Sampling Authorization Forms
- Certificate of Insurance

SAVOR....

Food and Beverage Sampling / On-Site Preparation Approval Form

Savor and the Long Beach Convention Center (LBCC) requires specific information for all on-site food and beverage preparation and dispensing to ensure compliance with Long Beach Health Department and fire safety codes.

Name of Event: _____ Date of Event: _____

Company Name: _____ Booth #: _____

Contact/Title: _____ Contact Number: _____

Email: _____ On-Site Contact Number: _____

Proprietary product to be prepared/sampled: _____

☐ **Demonstration:** An Exhibitor that does not manufacture or distribute the product being sampled but wishes to use food and/or beverage to demonstrate a piece of equipment is considered a demonstration. **If yes, a Savor Sales representative will be in contact.**

Non-Alcoholic Beverages are limited to a maximum 4oz containers. All alcoholic beverage sampling requires prior approval as specific laws and policies apply. Please speak with your Savor sales representative for further information.

Food items are limited to a sample size not more than 2oz.

Portion Size to be Dispensed: 2oz ☐ food 4oz ☐ non-alcoholic beverage

*Long Beach Health Law requires use of a hand washing and sanitation station when sampling or preparing food/beverage. You may provide your own station or **purchase from Savor.***

Will you be purchasing a hand washing and sanitation kit from Savor? Yes ☐ No ☐
If yes, a Savor sales representative will be in contact.

Will you be heating or cooking food? Yes ☐ No ☐

If yes, an Long Beach Fire Prevention coordinator will be in contact .

Please list the heating or cooking equipment to be used: _____

☐ By submitting this form, I acknowledge I have read and understand the food and beverage policies at the LBCC.

Approval from both LBCC and Savor must be received prior to finalizing your plans.

Email completed form to: Your Catering Sales manager

To Place Orders or To Submit Payment: Contact your Catering Sales manager

For More Information Call: 562-499-7560

All aforementioned policies will be strictly managed by the LBCC, Savor, and the Long Beach Health Department. Any violation will result in the removal of product from the show floor and or obligatory discontinuation of booth activities.

Alcohol Sampling Guidelines



- ❖ 1/4oz for liquor and 2oz for wine and beer
- ❖ All alcohol must come from a California distributor on a zero-balance invoice, delivered to Savor at the Long Beach Convention Center
- ❖ Exhibitor must be the owner, manufacturer and/or distributor of the item being sampled
- ❖ A Savor bartender must be present while sampling any type of alcohol

**For samples over sample size limits, please see your Catering Sales Manager*

All Alcohol Shipped to :

SAVOR
300 E. Ocean Blvd.
Long Beach CA, 90802
Booth Number : _____

Attention: Your Catering Sales Manager

Guidelines for Food and Beverage Sampling Long Beach Convention Center

Catering Services
300 E Ocean Blvd
Long Beach, Ca 90802

Food and Non-Alcoholic Beverage Sampling Terms:

1. Items dispensed are limited to products manufactured, processed or distributed by exhibiting firm.
2. All Items are limited to sample size and must be distributed from exhibit location
 - a. Non-Alcoholic Beverage samples are limited to a maximum of 4 oz.
 - b. Food Items are limited to "Bite Size" portions of 2 oz.
 - c. Food and/or beverage items as traffic promoters (i.e. popcorn, coffee, bar service) must be purchased through Catering Services.
 - d. Firms wanting to distribute sample food and/or beverage at non-industry related events, or larger portions must pay Catering Services a waiver fee equal to 25% of the Catering Services retail price for similar item.
 - e. Exhibiting Firms who wish to contract Catering Services to perform kitchen prep must ship product through the Catering Services Warehouse. Appropriate storage, handling, and labor fees will apply.
3. Exhibiting firm must provide Catering Services no later than three business days before the first day of the event with a certificate of liability with coverage of \$1,000,000 per occurrence and naming SAVOR, the City of Long Beach and the Long Beach Convention Center as additional Insured.
4. Exhibiting firm or show management must also obtain a Health Permit from the Health Department.
5. Exhibiting firms are not authorized to sell any food or beverage items.

Alcohol Sampling Terms:

1. All Alcoholic Beverages dispensed are limited to products manufactured, processed, or distributed by exhibiting firm.
2. Exhibiting Firms who wish to dispense alcoholic beverages must ship product through the Catering Services Warehouse via a California Licensed Distributor.
3. Alcoholic beverages received by Catering Services will be immediately inventoried and stored until the start of service. Following completion of all scheduled services any leftover product will be inventoried to figure total consumption.
4. Exhibiting firms dispensing alcohol must contract a Catering Service Bartender. Catering Services Bartenders are required to pour all alcoholic beverages.
5. Alcohol Sample sizes are limited to the following:
 - a. Liquor: 1/4oz
 - b. Wine: 2oz
 - c. Beer: 2oz
6. Corkage Fees (*based on consumption*):
 - a. Wine 750ml: \$26.00++ per bottle
 - b. Beer 12oz: \$ 6.00++ per bottle
 - c. Beer Keg: \$600.00++ per keg
 - d. Liquor 750ml: \$125.00++per bottle
 - e. Liquor 1 Liter: \$175.00++ per bottle
7. Exhibiting firm must provide Catering Services no later than three business days before the first day of the event with a certificate of liability with coverage of \$1,000,000 per occurrence and

- naming SAVOR, the City of Long Beach and the Long Beach Convention Center as additional Insured.
8. Exhibiting firm or show management must also obtain a Health Permit from Health Department.
 9. Exhibiting firms are not authorized to sell any food or beverage items

Food and Beverage Sampling Shipping and Storage Guidelines:

1. All products contracted for Kitchen Prep, or Alcohol Sampling must be received and inventoried by a Catering Services Representative.
2. All Alcoholic Beverages must be delivered and picked up by a California Licensed Distributor.
3. Catering Services can provide dry, refrigerated, or freezer storage prior to, and during scheduled events.
 - a. Exhibiting Firms must make storage arrangements with Catering Services at least **21 days** prior to event in order to ensure space availability.
 - b. All product contracted to be stored by Catering Services must be received no earlier than one week prior to event start, and no later than two days prior to event start.
 - c. Catering Services warehouse hours are Monday through Friday 8am-4pm.
 - d. Catering Services Warehouse Address:

Savor at the Long Beach Convention Center
300 E. Ocean Blvd
Long Beach, CA 90802
ATTN: Your SAVOR Catering Sales Manager

- e. When shipping product to the Catering Services Warehouse, please include the following information on all boxes:
 - i. Item Description
 - ii. Dry, Refrigerated, or Freezer Storage
 - iii. Name of Show and Exhibiting Firm
 - iv. Catering Services Sales Managers name
 - v. Number of total boxes (i.e., 1 of 10)
- f. Prior to shipping your product, please inform your sales manager of the following:
 - i. What date you expect your shipment to arrive at the Long Beach Convention Center.
 - ii. How many total boxes are you shipping, and what size are they?
 - iii. How many total pallets?
 - iv. How are we to store your product? Dry, Refrigerated, or Freezer.

Kitchen Prep Guidelines:

Catering Services can provide Kitchen preparation services to assist exhibiting firm's food and beverage sampling needs. Kitchen preparation needs must be submitted in writing to the Catering Services Sales Office at least **21 days** prior to event start. All kitchen preparation requests received less than **21 days** prior to the start of the show will incur a 15% late processing fee.

1. The following Guidelines must be followed when submitting kitchen preparation recipes for food and beverage sampling.
 - a. Complete recipe list submitted in writing to Catering Services Sales Office. Your recipe notes must include:
 - i. Complete recipe and preparation instructions, calculated into institutional sizes.
 - ii. Quantity of product to be prepared by Catering Services
 - iii. A list/quantity of all products from recipe that the exhibiting firm will be providing. *(Catering Services must provide all food and beverage items within recipe or used for sampling that are not manufactured, processed, or distributed by exhibiting firm.)*
 - iv. A list/quantity of all Catering Services provided items.
 - v. Time(s) and quantities for the kitchen prepared product to be sent to a booth?

(a \$79.50++ delivery fee will apply for each delivery)

vi. A description of any special instructions that may be needed. (i.e., how should product be served/displayed, portioned, etc)

vii. A list of all miscellaneous serving supplies Catering Services has to provide. (i.e., utensils, chafers, bowls, plates, etc. See Booth Supplies/Rental Equipment for pricing). *Please note that Catering Services does not supply complimentary utensils, etc needed for booth sampling.*

Food and Beverage Sampling/Kitchen Prep Fee's

- Storage/Handling Fees (*product shipped in lesser quantities will be pro rated based on the following fees*): \$100.00+ +per pallet, per day: dry storage
- \$200.00++ per pallet, per day: refrigerated storage or freezer storage

Labor Fee's:

- Delivery fee: \$79.50++, per delivery of product to booth
- Dedicated Attendant/Catering Server fee: \$238.50+ (4 hour minimum)
- Chef Attendant/Kitchen Prep Fee: \$238.50++(4 hour minimum)
- Chef Consultation Fee: \$250.00++ (recommended for all kitchen prep recipe orders)
- Bartender fee: \$238.50++ (4 hour minimum)

TEMPORARY FOOD BOOTHS AND/OR FOOD SAMPLING INVOLVING PREPARATION: A copy of Long Beach Health Permit is required along with the signed Agreement. You may contact Claro Rufo at (562)-570-4142 to obtain a temporary health permit for this event. PLEASE NOTE THAT THIS IS REQUIRED FROM ALL EXHIBITORS THAT WILL BE DISTRIBUTING FOOD SAMPLES IN AN EVENT OR SHOW THAT IS OPEN TO THE PUBLIC

SAMPLE ITEMS AND DESCRIPTION:

ELECTRICAL REQUIREMENTS:

Please consult show decorators regarding your electrical requirements associated with your equipment.

HOLD HARMLESS – INDEMNIFICATION:

_____ agrees to indemnify, defend and hold Savor Food and Beverage, LLC harmless against all claims, actions or causes of action, liabilities, including attorney's fees and costs arising from the defense of any claim, action, cause of action or liabilities arising out of or resulting from any act taken or committed by _____ pursuant to performance of each party's obligations hereunder.

DATES: This agreement is valid only for _____

LOCATION: Limited Area of Service _____

Signed (Client) Date

Business Address: _____

Phone Number: _____

If there are any questions please contact your Savor
Catering Sales Manager

Cooking & Sampling Regulations

The Long Beach Health and Human Services Department no longer requires health permits for food preparation and sampling. However, they will be on site to do inspections. If you have any questions regarding the sampling arrangements, instructions and/or application, you can contact **Savor** at **(562) 499-7560**.

The Long Beach Health and Human Services Department will be enforcing the following:

- All potentially hazardous foods (meats, dairy products, poultry, fish, shellfish, melons, rice, etc.) must be maintained at 40°F or colder or 140°F or hotter. Poultry products and reheated products must be cooked to 165°F. Ground beef products must be cooked to 155°F.
- Accurate/calibrated STEM THERMOMETERS must be available to monitor food temperatures.
- Mechanical refrigeration **MUST** be available for perishable or potentially hazardous food storage at booths. No ice chests will be permitted.
- A hand washing station **MUST** be provided and set up in each booth where food preparation (open food handling) is occurring. Coffee urns or bottled water with spigots are recommended. Liquid soap and paper towels must be provided.
- Savor will have for sale kits that have all the necessary supplies to be in compliance with the Long Beach Health and Human Services Department . NOTE: When all food and beverages are prepackaged, hand washing facilities are not required.
- Disposable gloves and/or suitable utensils are required for handling food. Gloves are not a substitute for hand washing.
- Sanitizer solution of chlorine or other approved sanitizer of at least a 1-gallon capacity is required at each booth for surface, utensil, and hand sanitation. This solution may be made with bleach or another approved sanitizer. A chlorine solution must be at 50 ppm chlorine achieved by mixing 1 1/2 tsp. (1 capful) of bleach to 1 gallon of water.
- All utensils and food service equipment **MUST** be taken to a 3-compartment sink location to be washed, rinsed, and sanitized at least daily or as needed.
- All foods must be dispensed in single-service portions (with toothpicks, napkins, or individual serving cups). Common service bowls are prohibited.
- Foods on display for an extended period of time **MUST** be protected from contamination by sneeze guards or adequate covers. Foods placed out for immediate pick up by attendees will not require a sneeze guard (limited to no more than 15 portions).
- All food, food containers, utensils, napkins, etc. must be stored at least six (6) inches off the floor.
- No smoking, eating, drinking or chewing of gum will be allowed in any booth by exhibitor personnel.

Exhibitors may dispense sample food and/or beverages **ONLY** under the following general conditions:

- Items dispensed are limited to products manufactured, processed, or distributed by exhibiting firms.
- All items are limited to **SAMPLE SIZE**.
- Non-alcoholic beverages are limited to the parameters of 3 or-4-ounce containers and 2-ounce product.
- Smoking is prohibited in temporary food facilities.
- Display: Adequate sneeze guard protection must be provided, or food must be stored and served so it will not be subject to contamination.
- Facilities will be provided for hand and utensil washing.
- Do not use restrooms to clean utensils.

Food Preparation within Exhibits

Whenever food is prepared within an exhibit, an 'Application for Food Preparation within Exhibits' form should be completed and forwarded to the official [show caterer](#) and [Show Management](#) for review. Please complete the PDF Food and Beverage Sampling / On-site Preparation Approval Form located within this manual as soon as possible.

Cooking and food warming devices in exhibit booths shall comply with provisions in NFPA 101-Life Safety Code, Sections 8-7.5.3.9. Which are as follows:

- Devices shall be isolated from the public by at least 4 ft. (122 cm) or by a barrier between the devices and the public.
- Multi-well cooking equipment (fryers) using combustible oils or solids (heated and cooking oil or grease) are not allowed unless installed in accordance with NFPA 96 – Standard for Ventilation Control and Fire Protection of Commercial Cooking Operations.
- Single well cooking equipment (fryers) using combustible oils or solids (heated and cooking oil or grease) shall:
 - Be of a self-contained, and enclosed type.
 - Be limited to 288 sq. in. (.19 sq. m) of cooking surface.
 - Be placed on non-combustible surface materials.
 - Be separated from each other by a minimum horizontal distance of 2 ft. (61 cm).
Exception: Multiple single well cooking equipment where the aggregate cooking surface does not exceed 288 square inches (.19 square meter) of cooking surface.
 - Be kept a minimum horizontal distance of 2 ft. (61 cm) from any combustible material.
- NFPA-101, Sec 8-7.1.4 Definition:
"Portable Cooking Equipment" – Portable cooking equipment that is not flue connected shall be permitted only as follows:
 - No open flame devices shall be used in any assembly occupancy unless:

Equipment fueled by small heat sources that can be readily extinguished by water, such as candles or alcohol-burning equipment (including "solid alcohol") may be used provided adequate precautions satisfactory to the authority having jurisdiction are taken to prevent ignition of any combustible materials. These devices must be attended at all times by personnel that are provided by the contractor who has exclusive food service rights to the LVCVA. The only duty of this personnel will be to supervise the food service operation. In addition, the food service personnel must be trained in the usage of a fire extinguisher.

Candles may be used on a dining table used for decorative purposes if securely supported on substantial non-combustible bases so located as to avoid danger of ignition of combustible materials and only if approved by the authority having jurisdiction. Candle flames shall be protected and enclosed so that if the candle were to tip over, there would be no risk of fire.

- Fire Extinguishers for Heated and Cooking Oil or Grease Operations:
 - Exhibitors using heated oil or grease for cooking or any other purpose must have a type "K" fire extinguisher present during the demonstration. An example of this type extinguisher is a potassium bicarbonate extinguisher. Also acceptable is a sodium bicarbonate extinguisher.
 - Fire code prohibits the use of any "B" type extinguisher for the purpose of extinguishing a heated cooking oil or grease fire.
 - Type "K" fire extinguishers can be obtained from a company that sells and services fire extinguishers. The yellow page directory for "fire extinguishers" can be referenced for a supplier. There are several companies local in Las Vegas that offer this service.

For additional information and guidelines regarding the Long Beach Health Department rules and regulations, contact Savor at (562) 499-7560.

TEMPORARY FOOD FACILITY PERMIT APPLICATION



Department of Health and Human Services
Bureau of Environmental Health | Food Safety Program
2525 Grand Avenue #220 | Long Beach, CA 90815
(562) 570-4076 | Fax (562) 570-4038

TEMPORARY FOOD FACILITY PERMIT APPLICATION

Refer to the *Temporary Food Facility Guidelines* for more information, available online.

COMMUNITY EVENT INFORMATION			
Date of Application:		Date of Event:	
Name of Event:			
Location of Event:			
Time(s) of Event:		Number of Days:	
Name of Event Organizer /Promoter:			

TEMPORARY FOOD FACILITY OPERATOR INFORMATION			
Name of Food Facility / Booth:			
Facility Operator Name:		Driver's License #:	
Mailing Address:			
Phone #:		Mobile #:	
Email:		# of Food staff:	

TFS Applicable Fees: *Check the Appropriate Box*

☐ Non- Profit
Incl. 501 (c)(3)

☐ Profit

Temporary Food Facility Type

☐ \$40.00

☐ \$84.00

Pre-packaged or Prepackaged samples

Includes prepackaged samples properly labeled, unopened packaged foods from a licensed manufacturer such as sodas, candy, chips, etc. Includes samples of pre-packaged perishable foods properly labeled, unopened packaged from a licensed manufacturer such as yogurt, milk, etc.

☐ \$58.00

☐ \$113.00

Pre-packaged w/unpackaged samples

Properly labeled, unopened packaged foods from a licensed manufacturer such as sodas, candy, chips, etc., also selling and giving opened samples.

☐ \$75.00

☐ \$159.00

Unpackaged

Open foods including hot dogs, soft serve ice cream, shaved ice, beer, alcohol, etc.

☐ \$30.15

Hawkers

Roaming prepackaged food sales within the perimeter of the event

☐ \$53.00

Late Submittal Penalty Fee

If less than 14 calendar days prior to event add per booth

☐ \$34.70

Field Licensing Fee

Applicable Fee from above

Total Amount Paid:

**Fees are subject to change without notice*

I have read and understand the requirement as noted on the City of Long Beach Health Department, Bureau of Environmental Health, Food Safety Program Temporary Food Facility (TFF) Guidelines. I understand that it is my responsibility to meet all the applicable requirements during all hours of operation; failure to meet these requirements can result in either a suspension of the TFF Health Permit, a penalty, or an Office Hearing.

Signature of Applicant: _____ Date: _____

FOR OFFICE USE ONLY			
☐ Approved	☐ Rejected	Permit # _____	Mailed: _____
Permit Restrictions / Reason for Rejection: _____			

FOOD PREPARATION AT OTHER LOCATION

All food preparation must be completed either in the approved temporary facility or at a permitted food facility. Identify the facility where advanced preparation will take place by completing below. An agreement form must be submitted for food preparation at a permitted food facility

Name of Facility:		Permit #:	
Address of Facility:			
Method of food temperature control used during transportation:			

EQUIPMENT/UTENSIL USED

Will multi-use kitchen utensils (knives, scoops, spatulas, bowls, etc.) be used inside the booth for food preparation? ☐ Yes ☐ No

Identify all **equipment** that will be used in food preparation at the food booth: ☐ Barbecue Grill ☐ Range Burner ☐ Deep Fryer
☐ Griddle ☐ Char-broiler ☐ Mixer ☐ Blender ☐ Other (Specify): _____

Identify all utensils that will be used in food preparation at the food booth: _____

LBMC Chapter 8.63: Polystyrene Food Packaging

Multi-use eating and drinking utensils are prohibited (plates, glassware, etc.). As a vendor you are required to comply with Section 8.63.030, which prohibits the use of single-use food and beverage containers made of Polystyrene (EPS) foam rigid Polystyrene (plastic#6) and non-compostable/non-recyclable materials for serving prepared food for immediate or to go consumption.

FOOD TO BE SOLD/SERVED

All food preparation shall be completed either in the temporary food facility or permitted food facility. Attach additional sheet (as needed)

List food items to be sold/served: (teriyaki chicken, tacos, salsa, condiments etc.)	✓ if Commercially pre-packaged: (un-opened, original containers)	Identify types of preparation at other location: (cutting, washing, cooking, etc.)	Identify types of preparation at booth: (assembly, portioning, cooking, etc.)	Identify means of temperature control at booth: (steam table, refrigerator, ice chests, etc.)
	☐			
	☐			
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TEMPORARY FOOD FACILITY SELF CHECKLIST

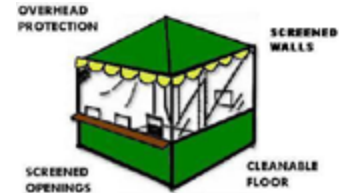
HEALTH PERMIT MUST BE PROMINENTLY DISPLAYED ON BOOTH

All items must be completed prior to serving food to the public

FOOD BOOTH CONSTRUCTION

Open or Non-prepackaged foods

- ☐ Booth is entirely enclosed with all four complete sides, ceiling, and a floor
- ☐ Floor is smooth and cleanable. Plywood, tarp, pavement, and asphalt is acceptable
- ☐ Walls and ceiling is constructed of plywood, canvas, fine mesh (16-mesh)
- ☐ Pass through window or door to access adjoining BBQ area
- ☐ Food pass through openings 18" high x 24" wide maximum
- ☐ Signage (visible to the public/can be posted at the front of booth) must include the following:
 - ☐ Facility and Operator Name at least 3" in size.
 - ☐ Facility City, State, and Zip Code at least 1" in size
 - ☐ In contrasting colors with the surface on which it is posted
- ☐ Trash container with lids.



For Prepackaged Food

- ☐ Booth with overhead protection only
- ☐ No flooring requirements required.

Food Handling – Sanitary Requirements

Food Preparation

- ☐ Food stored at least 6" off the ground
- ☐ All food contact surfaces are smooth, easily cleanable, and nonabsorbent

Food Handling

- ☐ Food prepared or stored in a private residence is prohibited
- ☐ All food preparation shall take place within an approved food facility or food booth
- ☐ Food handlers shall follow proper hand washing practices, wear clean clothes, properly restrain hair and be in good health.
- ☐ Bare hand contact with ready to eat food is minimized. Serving utensils, disposable plastic gloves, or tissues are used to prevent bare hand contact with food.

Temperature Control

- ☐ Adequate cold storage (ice chests with ice, refrigerated trucks or refrigerators)
- ☐ Cold food must be maintained at 45° F or below. If ice is used to hold cold food, surround/cover food with ice.
- ☐ Adequate hot storage (steam tables, chafing dishes, electric stove, heat lamps, and crock pots)
- ☐ Hot food must be maintained at 135°F or above.
- ☐ A Metal, probe thermometer to measure food temperature must be available in the booth.

ALL POTENTIALLY HAZARDOUS FOODS HELD AT OR ABOVE 135°F OR AT 45°F SHALL BE DISCARDED AT THE END OF THE DAY

Hand Washing Facilities

- ☐ A container with a spigot or drain valve (allow for continuous water flow) containing a minimum of 5 gallons warm /hot water minimum temperature 100 °F. which provides for hands- free washing. (Turn over page for illustration of proper hand-wash set-up).
- ☐ Liquid soap in a pump dispenser
- ☐ Single use paper towels
- ☐ A bucket to collect wastewater

Utensil Washing Facilities

- ☐ Access to a 3-compartment sink with integrally installed stainless steel drain boards with hot (120°F) and cold running water.
- ☐ Soap for dish washing
- ☐ Sanitizer for dish washing
- ☐ Sanitizer test kit

Food Handlers

- ☐ Clean outer garments for all food handlers
- ☐ Hair of all food handlers is restrained with hairnets or hats
- ☐ Provide adequate number of tongs, spoons, long handed forks, disposable gloves, or tissue

Food Protection

- ☐ Condiments in containers with a hinged lid, squeeze bottle, pumps, or individual packets
- ☐ Sneeze guards for steam table and open food
- ☐ Ice used for refrigeration is not used for beverage consumption

Multi-Day or Night Events

- ☐ Adequate lighting for cleaning and handling food
- ☐ Lockable food containers for overnight storage
- ☐ Refrigeration

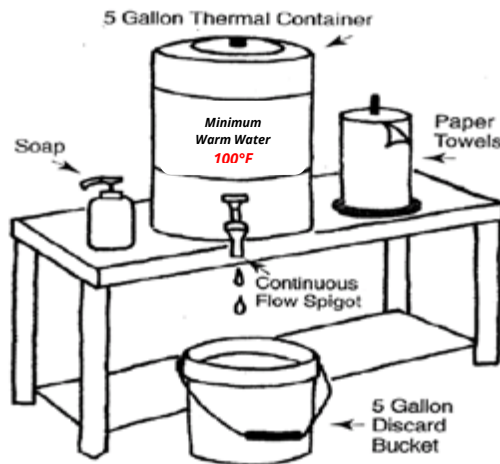
***COMPLETION OF THE CHECKLIST DOES NOT GUARANTEE COMPLIANCE WITH STATE LAW.
THIS IS SOLELY INTENDED AS A GUIDELINE FOR PROPER BOOTH SET UP***

FOOD SAMPLING REQUIREMENTS

In an effort to increase sales of a food product or a piece of cooking equipment, samples of a food are sometimes given to the consumer. Food is defined as any raw or processed substance, ice, beverage, including water, or ingredient intended to be used as food, drink, confection or condiment for human.

1. A temporary food facility permit from the City of Long Beach is required when selling or giving away food to the public, and/or when food samples are being given to the public. Permit must be displayed at booth for review during inspection.
2. A temporary hand washing station shall consist of at least 5-gallon insulated container with hands free spigot that provides a continuous flow of warm potable water minimum of (100 F), liquid soap in a pump dispenser, single use paper towels and a 5-gallon bucket to collect the dirty water.

This hand-wash station must be setup prior to preparing and handling food/food samples.



3. Food samples must be protected from contamination, and where available for customer self-service, must be pre-packaged, or available only from dispensing devices, or handed out individually by a booth employee to each customer. If toothpicks are used in food samples, the toothpicks must already be inserted into food sample by booth operator to avoid contamination of supply of toothpicks by customers.

Examples of dispensing devices include squeeze bottles and shaker bottles.



4. Food preparation (cutting, slicing, peeling, portioning, cooking, etc) of samples must be done at least 3 feet away from customers to protect foods from contamination. Sneeze guards can be used to protect food from customer contamination (i.e., sneezing, touching, hair, etc.).



5. Food Samples that are potentially hazardous foods (i.e., dairy products, meats, cooked foods, cut melons) must be kept cold at or below 41° F or hot at or above 135° F.



6. All sampling utensil (i.e., cutting boards, knives, serving spoons, etc.) must be washed, rinsed and sanitized in a 3-compartment sink every 4 hours. All food equipment and preparation surfaces must be smooth, easily cleanable, and nonabsorbent.



SAVOR...
THE EXPERIENCE.

Exhibitor Menu

Long Beach Convention Center





BUILD TRAFFIC. HAVE FUN.

SAVOR would like to welcome you to the Long Beach Convention and Entertainment Center. As the exclusive food and beverage provider, we are dedicated to ensuring your experience is one that will exceed expectations. Our Exhibitor Menu is designed to build traffic and create an environment to network around food.

Much of our success comes from our culinary creativity, dedication to detail and our team's ability to turn our client's visions into reality. SAVOR takes great pride in creating menus that align with the concepts, themes and goals of the event.

Let our food be the connector. It can kick start conversations, energize collaboration and most of all celebrate community.

SAVOR...
LONG BEACH

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SAVOR...
LONG BEACH





TRAFFIC BUILDERS!

All Traffic Builders require a service staff or chef attendant \$250 (4 Hour Shift)

SNACKS & DESSERTS

FRESH POPPED POPCORN CART | 8 per serving

Delicious movie style Popcorn. Let the aroma of freshly popped butter flavored Popcorn bring guests your way. Includes Cheddar, Tajin, and Cinnamon Sugar shakers.

Equipment included. Requires 100V. 20 amp electrical.

FRESH CINNAMON ROLLS | 90 per doz.

Our freshly baked Cinnamon Rolls with brown sugar and spices are topped with a velvety Cream Cheese Frosting and served warm in your booth.

Heat lamp included. Requires 100V. 20 amp electrical.

NOVELTY ICE CREAM CART

Choose from a variety of
Novelty Ice Cream and Fruit Bars **9 per bar**
Vegan Frozen Bars **9 per Bar**

Equipment included. Requires 100V. 20 amp electrical.

FUNNEL CAKE FRIES | 90 per doz. servings

Warm pastry fried golden then sprinkled with cinnamon and sugar. Accompanied with Caramel Dipping Sauce.

Equipment included. Requires 100V. 20 amp electrical.

WARM PRETZEL BITES | 90 per doz.servings

Our Bavarian-style Soft Pretzels are served warm with Whole Grain Mustard and Cheese Sauce for dipping.

Equipment included. Requires 100V. 20 amp electrical.

All Items

A 50 piece minimum per selection.
Electrical setup and scheduling is responsibility of client.
All service equipment subject to availability.

All menu prices are subject to a 11% administrative fee which is entirely distributed to employees providing the service as a gratuity. All sales are subject to a 10.5% sales tax as applicable and subject to change. See page 15 for further information.

SAVOR...
LONG BEACH



BEVERAGES.

BY THE GALLON

FRESHLY BREWED REGULAR & DECAF COFFEE | 119

HOT TEA SELECTION | 119

CHILLED FRUIT JUICE | 119

Choice of Orange Juice, Cranberry Juice, or Apple Juice

ICED TEA | 125

Choice of Traditional (Black Tea), Raspberry, or Peach.
Fruit Garnish Sides of Lemon, Peach, or Raspberry.

LEMONADE | 125

Classic or Strawberry Lemonade. Sliced Fruit
Garnish Sides

AGUAS FRESCAS "FRESH WATERS" | 125

Tropical tastes inspired by Latin America, Aguas
Frescas made with real fresh fruit and served over
ice are refreshing, delicious and always a crowd
pleaser. Choose from: Horchata, Watermelon,
Mango, and Honeydew.

3 gal. min. per flavor.

INDIVIDUALLY PACKAGED

CANNED PEPSI PRODUCTS | 8

AQUAFINA CANNED WATER | 8 16 oz / Refillable

BUBLY SPARKLING

FLAVORED CANNED WATER | 8

COFFEE & WATER PACKAGES

ESPRESSO & CAPPUCCINO SERVICE | 2,770

300 cup service per day – each additional serving **6.50**
Rental of espresso machine includes supplies
to operate and prepare your specialty beverages.

Requires 60 amp electrical.

Requires 6ft.x3ft. available space to place service.

Barista fee of \$250/4 hours

KEURIG PACKAGE | 583

Make-it-yourself Keurig single brew machine that
contains four packages of 25 cups (100 cups total)
with choice of: regular and decaf coffee and/or
Earl Grey and Green teas, ten gallons water, condiments.

Requires 110V,20amp electrical.

AMBIENT WATER KIT | 175

Water dispenser, 5 gallon bottle of spring water, and
100 7-ounce compostable cups.

HOT & COLD WATER KIT | 204

Hot and cold Water Dispenser, 5 gallon bottle of Spring
Water and 100 7-ounce compostable cups for both hot
and cold beverages.

Requires 110V,20amp electrical.

SPRING WATER REPLENISHMENT | 97

5 gallon bottle of spring water and 125 compostable cups

A water kit runner fee applies for every order of up to 12 kits.

Electrical setup and scheduling is responsibility of client.

All service equipment subject to availability.

A three gallon minimum applies to all "By The Gallon" selections.

*All menu prices are subject to a 11% administrative fee which is entirely distributed
to employees providing the service as a gratuity. All sales are subject to a 10.5% sales
tax as applicable and subject to change. See page 15 for further information.*

**SAVOR...
LONG BEACH**



6

COCKTAIL & BAR PACKAGES.

Bar services will require that all guests show a valid form of ID per each transaction. No more than 2 beverages per person will be allowed for each bar transaction. SAVOR reserves the right to refuse bar service to any guest.

Bar service requires a RBS trained & certified bartender. Includes compostable glassware and basic bar accoutrements. \$250 bartender fee will apply for each bar.

Minimum guarantee of \$500 per bar.

FULL HOSTED BAR

Includes House Selection of Domestic, Imported, and Craft Beers, Hard Seltzers, Cocktails, California Wine Selections, Canned Sodas and Waters

BAR ESTIMATE | 31 per person per hour

Final billing will be based on actual consumption.

LIMITED HOSTED BAR

Includes House Selection of Domestic, Imported, and Craft Beers, Hard Seltzers, California Wine Selection, Canned Soda, Waters

BAR ESTIMATE | 31 per person per hour

Final billing will be based on actual consumption.

MIMOSA BAR

Indulge your guests with a little bubbly mixed with their choice of: Orange, Cranberry and Pineapple juices.

BAR ESTIMATE | 31 per person per hour

Final billing will be based on actual consumption.

MARGARITA BAR

Choose either classic or strawberry margaritas on the rocks.

BAR ESTIMATE | 31 per person per hour

Final billing will be based on actual consumption.

NON-HOSTED BAR WITH TICKETS

This allows guests to enjoy the entire inventory of libations using their tickets. Once tickets are exhausted, sales are on a cash basis. Tickets are provided by the client.

Contact the Sales Department for more information.

Bar minimum of \$500 per bar applies

All menu prices are subject to a 11% administrative fee which is entirely distributed to employees providing the service as a gratuity. All sales are subject to a 10.5% sales tax as applicable and subject to change. See page 15 for further information.

**SAVOR...
LONG BEACH**



SNACKS.

FRESH BERRY CUPS | 102 per doz.

WHOLE FRUIT | 45 per doz.

ANTIPASTO SKEWERS | 144 per doz.

SOUTH OF THE BORDER CHIPS & SALSA | 12 per person

HOUSE MADE KETTLE CHIPS | 132 per doz.

with Onion Dip

MORNING BREAKFAST PASTRIES | 77 per doz.

SLICED BREAKFAST BREADS | 85 per doz.

BELGIAN CHOCOLATE BROWNIES | 77 per doz.

CHOCOLATE-DIPPED RICE CRISPIES BARS | 77 per doz.

FRESHLY BAKED COOKIES | 77 per doz.

GRANOLA BARS | 60 per doz.

PROTEIN BARS | 9 ea.

All menu prices are subject to a 11% administrative fee which is entirely distributed to employees providing the service as a gratuity. All sales are subject to a 10.5% sales tax as applicable and subject to change. See page 15 for further information.

SAVOR...
LONG BEACH



SPECIALTY CHEF DISPLAYS.

CALIFORNIA GARDEN STATION | 18 per person

Seasonal Local & Regional Antipasto and Vegetable Station

Marinated Artichokes, Grilled Eggplant, Roasted Heirloom Tomatoes, Olives, Chilled Grilled Asparagus and Broiled Carrots, Sweet Peppers, Roasted Chilled Cauliflower, Zucchini, Mushrooms, Balsamic Onions, Chickpeas Hummus Dip, Lavash and Crostini

SEASONAL

FRESH FRUIT AND BERRIES | 24 per person

Cantaloupe Honey Dew, Pineapple, Watermelon, and Berries, Drizzled with Honey Lime Syrup

ITALIAN ANTIPASTO | 27 per person

Mortadella, Capicola, Red Wine Salami, Prosciutto, Pamplona, Roasted Peppers, Artichokes, Olives, Pepperoncini, Lemon Basil Bocconcini, Lavosh, Crostini

FARM FRESH VEGETABLE PLATTER | 19 per person

Roasted Pumpkin and Feta Cheese Dip, Carrots, Celery, Bell Peppers, Persian Cucumber, Bean Sprouts, Sumac Seasoning

ARTISAN CHEESES BOARD | 25 per person

with Cured Vegetables & Savory Nuts

Selection of Local, Domestic & International Cheeses to Include: Manchego, Smoked Gouda, Brie, Asiago, Artichokes, Green Olives, Fresh Berries, Fig Marmalade, Roasted Almonds, Crackers, Crostini

MEDITERRANEAN

INSPIRED CHEF'S PLATTER | 27 per person

Al Fresco Plate w/ Grilled Asparagus, Fresh Marinated Feta & Mozzarella Bocconcini Cheese, Olives & Persian Cucumbers, Baba Ghanoush & Tzatziki Dips, Grilled Pita Chips, Dolmas, Roasted Peppers, Dried Figs & Apricots

THE MOLCAJETE | 22 per person

Fire Roasted Salsas, Pico de Gallo, Guacamole Dip, served with House Fried Tortilla Chips

A 25 guest minimum.

*Attendant fee applies for every 75 guests.
China Service 5.50 per person.*

All menu prices are subject to a 11% administrative fee which is entirely distributed to employees providing the service as a gratuity. All sales are subject to a 10.5% sales tax as applicable and subject to change. See page 15 for further information.

**SAVOR...
LONG BEACH**



APPETIZERS.

COLD APPETIZERS

Tray-passed service option available for an additional attendant fee of \$250 per tray passer.

MEDITERRANEAN ANTIPASTO SKEWER | 12

Artichoke, Olives, Mozzarella, Tomato, Black Garlic Glaze

AHI TUNA POKE LETTUCE CUP | 13

Fresh Ahi Tuna, Bibb Lettuce, Ginger, Cilantro, Soy, Serrano Cream

CHILLED BAKED

STUFFED SHIITAKE MUSHROOM | 11

Chopped Vegetables and Hoisin Sauce

BAJA ROCK SHRIMP CEVICHE | 12

Shooter with Fresh Cucumber

CRUDITÉ VEGETABLE CONE | 11

Hummus, Carrots, Celery, Red Bell Pepper, Bean Sprouts

AVOCADO CROSTINI | 11

Cilantro Chimichurri, Queso Fresco

CAPRESE SKEWER | 11

Vine Ripe Tomato, Mozzarella Cheese, Fresh Basil, Balsamic Glaze

A 50 piece minimum.

Attendant fee applies for every 75 guests.

China Service 5.50 per person.

All menu prices are subject to a 11% administrative fee which is entirely distributed to employees providing the service as a gratuity. All sales are subject to a 10.5% sales tax as applicable and subject to change. See page 15 for further information.

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LONG BEACH



APPETIZERS.

HOT APPETIZERS

Tray-passed service option available for an additional attendant fee of \$250 per tray passer.

PHYLLO WRAPPED TIGER SHRIMP | 12
with Apricot Chili Glaze

HIBACHI BEEF SKEWER | 12
with Red Chimichurri

LIME CHICKEN BROCHETTE | 11
with Chipotle Aioli

APPLEWOOD BACON WRAPPED SCALLOP | 13
with Teriyaki Glaze

CHICKEN EMPANADA | 13
Drizzled with Avocado Cream

BEEF EMPANADA | 13
with Chipotle Ranch Dip

CHICKEN EN CROUTE | 12
Seared Chicken Morsel Wrapped in Puff Pastry,
Bearnaise Sauce

ARTICHOKE BEIGNET | 11
with Marinara Sauce

NEW ZEALAND LAMB LOLLI POP | 15
with Gremolata and Pepper Escabeche

EDAMAME POT STICKER | 11
with Ginger Soy Sauce

*A 50 piece minimum.
Attendant fee applies for every 75 guests.
China Service 5.50 per person.*

All menu prices are subject to a 11% administrative fee which is entirely distributed to employees providing the service as a gratuity. All sales are subject to a 10.5% sales tax as applicable and subject to change. See page 15 for further information.

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ON THE GO BUFFETS.

All Sandwiches Includes: Kettle Potato Chips, Natural Water & Sodas, Whole Fruit, and a Sweet Bar (Fudge Brownie, Salty Caramel, Apple Strudel)

For your convenience, these selections can be boxed at no additional cost.

MUFFALETTA SANDWICH | 62

- Thinly Sliced Salami, Mortadella, Spicy Capicola, Ham, Provolone Cheese, Olive Tapenade, Pepperoncini, Roasted Peppers, Capers, Fresh Basil on a Baguette
- Tortellini Pasta Salad – Tossed in Lemon Juice and Olive Oil, Shaved Onions, Parsley, Red Grape Tomatoes, Shaved Parmesan Cheese

MOZZARELLA AND

ROASTED VEGETABLES SANDWICH | 62

- Fresh Mozzarella, Green Leaves Lettuce, Roasted Tomatoes, Grilled Eggplant, Zucchini, Thyme Olive Oil, on a Ciabatta Bread
- Penne Pesto Salad – Artichokes, Shaved Onions, Roasted Tomatoes Basil Pesto

PRETZEL CROISSANT TURKEY SANDWICH | 62

- Sliced Roasted Turkey, Green Leaf Lettuce, Red Onion, Provolone Cheese, Cranberry Spread
- Potato Salad – Red Potatoes, Green Onions, Green Peas, Hard Boiled Eggs, Dijon-Mayonnaise Dressing

GRILLED VEGETABLES WRAP | 62

- Hummus & Basil Spread, Sweet Peppers, Zucchini, Asparagus, Red Onion, Organic Arugula, Balsamic Reduction, Wheat Flour Tortilla Wrap
- Cous-Cous Salad – Tri Color Peppers, Peas, Black Olives, Green Onions, Garlic Aioli

OLIVE OIL FOCACCIA SANDWICH | 62

- Vegetables Ratatouille, California Seasonal Greens, Vine Ripe Tomatoes, Brie Cheese
- Caesar Salad – Garlic Croutons, Shaved Parmesan Cheese, Classic Caesar Dressing

CHICKEN WRAP | 62

- Pulled Chicken, Cucumber, Tomatoes, Romaine Lettuce, Shallots, Chives, Boursin Cheese Spread, Spinach Flour Tortilla
- Quinoa Salad – Parsley, Mint, Marinated Tomatoes, Baby Kale, Chickpea, Red Onions, Cranberry Vinaigrette

*A 25 guest minimum.
Attendant fee applies for every 75 guests.
China Service 5.50 per person.*

All menu prices are subject to a 11% administrative fee which is entirely distributed to employees providing the service as a gratuity. All sales are subject to a 10.5% sales tax as applicable and subject to change. See page 15 for further information.

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SLIDER BAR.

HOT SLIDERS | 15 ea.

RUBEN SLIDER

Thin Sliced Pastrami, Sauerkraut, Swiss Cheese, Dijon Mustard & Pickled Chips in a Pretzel Roll

FRENCH DIP SLIDER

Freshly Cut Roast Beef, Caramelized Onions, Provolone Cheese, In a Petite French Roll with Creamy Horseradish Spread

CHICKEN TINGA SLIDER

Braised Chicken, Pepper Jack Cheese, Pickled Cabbage, Cilantro in a Bolillo Roll

MINI BEEF & BACON SLIDER

Sear Beef Patty, Cheddar Cheese, Bacon and Chef Spread on a Brioche Bun

AL PASTOR JACK FRUIT SLIDER

Shredded Jack Fruit, Pickled Cabbage, Sweet Grilled Pineapple Marmalade

COLD SLIDERS | 14 ea.

LOBSTER & SHRIMP PATTY SLIDER

Garlic Aioli Spread, Fennel, Celery, Onion Salad, Alfalfa Sprouts on a Brioche Roll

THAI CHICKEN SLIDER

Shredded Chicken tossed with Spicy Peanut Dressing; Cabbage Slaw served on a Bao Bun

BLTT SLIDER

Applewood Bacon, Lettuce, Turkey, Tomato, on a Brioche Bun

CAPRESE SLIDER

Tomato, Mozzarella Cheese, Fresh Basil, Balsamic Glaze

GRILLED VEGETABLE SLIDER

Herb Roasted Shiitake Mushroom, Zucchini, Fresh Greens, Hummus Spread, On a Soft Roll

*Minimum 50 pieces per selection.
Attendant fee applies for every 75 guests.
China Service 5.50 per person.*

All menu prices are subject to a 11% administrative fee which is entirely distributed to employees providing the service as a gratuity. All sales are subject to a 10.5% sales tax as applicable and subject to change. See page 15 for further information.

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GENERAL INFORMATION.

As the Long Beach Convention Center's exclusive caterer, SAVOR is renowned for its world class service, cutting edge cuisine and a wide variety of menus that can be customized to any event or special occasion. SAVOR's culinary team uses the freshest, seasonal, and locally sourced ingredients to create unique and memorable dining experiences for you and your guests. To assist you with every detail and facilitate your planning, a dedicated catering sales professional will assist you from start to finish to ensure a seamless event.

EVENT PLANNING TIMELINE

There are some important decisions for you to consider regarding the catering and execution of your event. Your Catering Sales Manager is ready to assist you in making these decisions a seamless part of your planning. The timeline below will help you in creating the environment and presentation needed for a successful event.

- 120 days prior to your event (or before) we request an initial event order outline. At this time, you will be issued a catering agreement and it will be due 10 business days from issue date along with a required 50% deposit.
- 60 days prior to your event we require catering locations, approximate numbers of guests and finalized menu choices.
- Final guarantees and any remaining balance is due prior to the start of your event, subject to the following:
 - Events up to 400 people require the final guarantee five (5) business days prior to the first event.
 - Events between 401-2,000 people require the final guarantee ten (10) business days prior to the first event.
 - Events over 2,000 people require the final guarantee fifteen (15) business days prior to the event.

GUARANTEES

When providing your initial order, a minimum estimated attendance guarantee must be communicated to the Catering Sales Department. Contract minimums and full payment prior to your event will be based on the minimum estimated attendance. When changes are determined on a per person basis:

- Final guaranteed attendance must be given to Catering Sales prior to the start of service subject to the following:
 - Events up to 400 people require the final guarantee five (5) business days prior to the first event.
 - Events between 401-2,000 people require the final guarantee ten (10) business days prior to the first event.
 - Events over 2,000 people require the final guarantee fifteen (15) business days prior to the event.

This figure is the number of guests for which you guarantee to pay and is not subject to reduction. We will be ready to prepare 5% over your Guaranteed Attendance up to 1,000 guests (50 meals). Food and Beverage will make every attempt to accommodate increases in your count after the final guarantee is due, however, any increase exceeding 10% of the final guarantee will be subject to a 10% surcharge. If the count increases within the final guarantee timeline, the 5% overage will no longer apply. Once minimums are stated on initial sales orders and signed, they cannot be reduced.

The Guaranteed Attendance shall not exceed the maximum capacity of the areas within the Facility in which the Event(s) will be held. Food and Beverage shall be entitled to charge and collect from the Customer any reasonable costs incurred by the Caterer in the event the Guaranteed Attendance figure provided by the Customer is not within the limits stated in this paragraph.

You will be charged for the greater of the actual number of guests served or the final guarantee amount. Increases made within the 5 day deadline are subject to approval and may be subject to an additional charge. We reserve the right to make reasonable substitutions as necessary.

Food and Beverage shall not be required to provide any services hereunder, nor will the Caterer be required to commence planning for the event(s), unless and until the Customer has returned a signed copy of the agreement and paid the deposit to the Caterer.

CONTRACTS, DEPOSITS, AND PAYMENTS

Once initial contact and event information is communicated to your Catering Sales Manager you will receive a contract for the entire event. You will be issued catering sales orders for each service.

- 120 days prior to your move-in day for your event we require a signed food and beverage agreement and a 50% deposit based on rental reduction or initial specs.
- Final guarantees and any remaining balance is due prior to the start of your event, subject to the following:
 - Events up to 400 people require the final guarantee five (5) business days prior to the first event.
 - Events between 401-2,000 people require the final guarantee ten (10) business days prior to the first event.
 - Events over 2,000 people require the final guarantee fifteen (15) business days prior to the event.

A guarantee payment is required for all functions. Deposits are non-refundable and non-transferable. We request that you have a credit card on file for any additions to your orders. You may finalize your account by company check,

cashier's check, Visa, MasterCard, American Express or cash. The Catering Sales Department will process/pre-approve your credit card for any estimated balance due five (5) business days prior to your function date.

Note: Credit card payments are subject to a 4% fee.

PAYMENT

Amounts in excess of \$10,000 must have actual credit card present to be swiped and are subject to a 4% convenience fee. Any on-site adjustments, additions or replenishments of contracted catering services will be reflected in a final invoice, payable upon conclusion of the event.

Checks are payable to **SMG Food and Beverage at 300 E. Ocean Boulevard, Long Beach, CA 90802.**

Note: Credit card payments are subject to a 4% fee.

SERVICE LOCATIONS AT OUR FACILITY

We are delighted to be able to offer our food and beverage services in any of the meeting rooms, ballrooms, exhibit halls or lobby spaces of the Long Beach Convention & Entertainment Center. Please keep in mind the services ordered for specific locations are to be served and consumed in those locations. Services may not be moved to an additional location after the start time listed on your event order. Services requested for additional locations will be placed on a new event order at the price point of the initial order.

The Caterer reserves the right to approve, and make changes to, all floor plans and layouts of all events areas where the Caterer's services are to be provided, as deemed necessary in Caterer's sole discretion, to enable the safe and efficient conduct of Caterer's services by Caterer's staff. Without limiting the generality of the foregoing, Caterer reserves the right to specify the locations and configuration of all décor, tables, buffets, and service stations, as well as staging and breakdown areas. Customer's displays, exhibits, and decorations must comply with the building code and fire ordinances of the Long Beach Fire Department.

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LATE FEES

Initial orders not received within 10 business days of your event will be subject to 15% surcharge. Customer shall pay interest at the rate of 1.5% per month (or, if lower, the maximum legal rate) on all payments not made within thirty (30) days following the date such payments are due, which interest shall accrue from the date due until the date of payment. Further, Customer agrees to be liable for all costs and expenses incurred by the Caterer to collect past due payments.

EMPLOYEES, SERVICE AND LABOR CHARGES, SALES TAX

Catering service personnel are covered by Union Local 11's collective bargaining agreement. Catering personnel will deliver food and beverage, serve and clean related areas. Catering personnel are not permitted to perform any general cleaning duties (non-food service related) or act as badge checkers, ticket takers, or security personnel. **All food and beverage menu prices for banquets and other catered events subject to a 11% Administrative Fee. 100% of this Administrative Fee is distributed to employees providing the service as a gratuity. All sales are subject to a 10.5% sales tax as applicable and subject to change.** The 11% administrative charge/fee is also taxable under SBOE Regulation #1603. Sales tax-exempt organizations are required to provide a copy of their California Franchise Tax Board Certificate of Exemption no later than one week prior to the event. Labor provided for seated breakfast and lunch functions is two hours, with three hours provided for seated dinner functions. The labor shifts include setup, service, and cleaning time; any additional labor required outside of the standard shift length is subject to charges at plus tax, per server, per hour.

LABOR CHARGES

- A \$250 labor fee will be charged for hosted or cash and carry bar services. Should your event end time be delayed more than 30 minutes, a labor charge will be added including event staff overtime charged by the full hour.
- Service Staff \$250 each (4 hours minimum) including:
 - Bussing Attendant
 - Runner Fee
 - Tray Passer
 - Chef Attendant

- Bartender \$250 each (4 hours minimum)
- Captain Fee \$265 each (when requested by the client)
- Breakfast, Lunch and Dinner: \$79.50 delivery fee will be assessed for services with 25 people or less. For higher guest counts one labor charge will be assessed per each buffet line per 75 guests.
- Beverages/ Breaks - \$79.50 delivery fee will be assessed for services less than 25 guests. For amounts higher than 25 guests one attendant fee will be assessed per every two stations.
- Holiday premiums will apply to all services occurring on observable and federal holidays.

BEVERAGE CHARGES BASED UPON CONSUMPTION

Beverage charges based upon consumption apply only to each order that is a quantity of 50 beverages or more. Orders less than 50 beverages are based upon the actual amount ordered.

SERVICE TIMES

Food and beverage service time frames are based on 2 hours of service. If services extend past two hours additional labor fees may apply.

OUTSIDE FOOD AND BEVERAGE

Patrons, exhibitors or attendees may not bring food or beverage of any kind into the facility or to any event. Please contact your Catering Sales Representative for any additional information.

SPECIALTY MEALS

We ask that ten (10) business days prior to your event that a specialty meal guest count be given with your guarantee. Specialty meal types include: Vegan, Kosher, Halal, Gluten Free, and Allergies. For Vegetarians, we traditionally prepare 3% of your guaranteed guest count unless otherwise notified. Ask your Catering Sales Representative about pricing.

All menu prices are subject to a 11% administrative fee which is entirely distributed to employees providing the service as a gratuity. All sales are subject to a 10.5% sales tax as applicable and subject to change.

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ADDITIONAL CATERING ARRANGEMENTS

Our Catering Sales Department will be happy to arrange for flowers, entertainment, ice carvings, as well as custom linens, theme props and décor. Our Catering Sales Department will be happy to discuss all the options available and approximate costs. Linen charges apply for all functions. Standard linens are \$8. Floor length linens are \$16.

CANCELLATION

Should it be necessary for the Customer to cancel a function after their agreement has been signed, Food and Beverage will be entitled to liquidation damages equivalent to 50% of the total estimated charges for the canceled function. Neither the Deposit nor any other prepaid amounts will be refunded to the Customer in the event of cancellation, except as follows

- Any cancellation received after the Guaranteed Attendance is due will result in a cancellation fee payable by Customer to Caterer equal to 100% of the estimated Catering Order charges.
- Caterer may retain any cancellation fees due to the Caterer from deposits or other prepaid amounts paid by the customer.

ALCOHOLIC BEVERAGES

All alcoholic beverage sales and consumption are regulated by the California Alcoholic Beverage Control. We are responsible for the administration of these regulations. We require that all alcoholic beverages be dispensed only by our employees or agents. It is acknowledged that California state law prohibits the sampling and distribution of all hard alcoholic beverages.

MISCELLANEOUS

China Service: Compostable service is standard for all functions except seated breakfast, lunch and dinner service in meeting rooms and ballrooms. China service is available at a \$4/per guest additional charge for morning and afternoon refreshment breaks, and \$5.50/per guest additional charge for all other functions.

LIABILITY

Licensee shall indemnify, defend and hold harmless Licensor, the City of Long Beach and their respective officers, directors, agents, and employees (the "Indemnitees") from and against any and all losses, liabilities, claims, damages and expenses (including reasonable costs of investigation and attorneys' fees) (collectively, the "Losses") occurring at the Facility (whether within or without an Authorized Area) caused to Licensor, the City of Long Beach and/or persons and/or property in, on, or near the Facility before, during, or after an Event, by (i) Licensee's failure to comply with any and all federal, state, foreign, local, and municipal regulations, ordinances, statutes, rules, laws, constitutional provisions, and common laws (collectively, the "Laws") applicable to Licensee's performance of this Agreement and/or activities at the Facility, including without limitation, health and safety laws, the Civil Rights Act, the American with Disabilities Act and intellectual property laws, (ii) any unlawful acts on the part of Licensee or its officers, directors, agents, employees, subcontractors, licensees, or invitees, (iii) the negligent acts, errors and/or omissions or the willful misconduct of Licensee or its officers, directors, agents, employees, subcontractors, licensees, or invitees, (iv) the material breach or default by Licensee or its officers, directors, agents, or employees of any provisions of this Agreement, (v) any and all rigging from or to the physical structure of the Facility or any fixture thereto, set-up, alterations, and/or improvements at or to the Facility necessitated by and/or performed with respect to the Event.

ALLERGIES

Long Beach facilities are not certified Gluten Free, Vegan or Vegetarian. We cannot guarantee that cross contact with allergens will not occur and cannot assume any responsibility or liability for a person's sensitivity or allergy to any food item provided in our facility.

ALL THE AFOREMENTIONED POLICIES WILL BE STRICTLY ADMINISTERED. ANY VIOLATION OF THESE WILL RESULT IN THE REMOVAL OF PRODUCT FROM THE SHOW FLOOR

All menu prices are subject to a 11% administrative fee which is entirely distributed to employees providing the service as a gratuity. All sales are subject to a 10.5% sales tax as applicable and subject to change. See page 15 for further information.

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EMAIL form or MAIL
with payment to:
UNM@unitedhq.com

UnitedNational
Maintenance Inc.

TRAVEL & ADVENTURE SHOW
BOOTH CLEANING

1550 S. Indiana Ave • Chicago, IL 60605 • Phone 312-922-8558 • Fax 312-922-8599 Email UNM@unitedhq.com

EXHIBITORS REQUIRING VACUUMING, SHAMPOOING, MOPPING, WAXING, AND TRASH REMOVAL DURING SHOW HOURS OR BULK TRASH REMOVAL AFTER SHOW MUST PLACE THEIR ORDER AND MAKE PAYMENT TO UNITED NATIONAL MAINTENANCE.

Event Name Travel & Adventure Show Long Beach		SHOW DATE March 7 & 8, 2026		BOOTH NUMBER
COMPANY NAME		OFFICE #		ON-SITE CONTACT #
STREET ADDRESS		CITY	STATE	ZIP
AUTHORIZING SIGNATURE		ON-SITE E-MAIL		ON-SITE NAME

(Deadline for advance rate is February 7, 2026)

ADVANCE ORDER FLOOR ORDER

Carpet Vacuuming 1 Time	Days _____ X Sq. Ft. _____	@ \$0.38	\$ 0.00	\$0.48= _____
Carpet Vacuuming Daily	Days <u>2</u> X Sq. Ft. _____	@ \$0.30	\$ 0.00	\$0.40= _____
Shampoo Carpet	Days _____ X Sq. Ft. _____	@ \$0.42	\$ 0.00	\$0.52= _____
Damp Mop	Days _____ X Sq. Ft. _____	@ \$0.28	\$ 0.00	\$0.38= _____
Damp Mop & Remove Scuffs	Days _____ X Sq. Ft. _____	@ \$0.38	\$ 0.00	\$0.48= _____
Concrete Cleaning, Polishing and Removal	Days _____ X Sq. Ft. _____	@ \$0.75	\$ 0.00	\$0.85 = _____
Hourly Porter	Days _____ X Hrs _____	@ \$35.00	\$ 0.00	\$45.00 = _____

SHOW HOURS PORTER SERVICE TRASH REMOVAL

100 to 399 Sq. Ft. @ \$45.00 x _____ Days = \$ 0.00	800 to 1199 Sq. Ft. @ \$85.00 x _____ Days = \$ 0.00
400 to 799 Sq. Ft. @ \$65.00 x _____ Days = \$ 0.00	1200 to 1999 Sq. Ft. @ \$105.00 x _____ Days = \$ 0.00
ALL BOOTHS OVER 2000 SQ. FT. REQUIRE AN HOURLY PORTER. CALL FOR QUOTE Daily Rate _____ X _____ Days = \$ 0.00	

BULK TRASH REMOVAL (BOOTH DISPOSAL OR CRATES)

Labor Include, Call United for Quote and if needed Order Forklift from GC

Full Dumpster needed _____ x \$1,500.00 = \$ 0.00	Total Cleaning Services \$ 0.00
Half Dumpster needed _____ x \$800.00 = \$ 0.00	Total Sanitizing Services \$ 0.00

TOTAL OF ALL SERVICES PURCHASED \$ 0.00

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

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

CREDIT CARD NO. _____	CREDIT CARD SECURITY CODE _____
BILLING ADDRESS _____	EXP. DATE _____
AUTHORIZED SIGNATURE _____	CITY / STATE _____
PLEASE PRINT NAME _____	ZIP CODE _____

ANY questions regarding service ordered and received must be brought to the attention of the United National Service Desk at the show immediately upon noting same. Adjustments cannot be made unless discrepancies are reported prior to show opening on the day following the night when service was to be performed. **UNITED NATIONAL MAINTENANCE, INC. HAS BEEN NAMED EXCLUSIVE CLEANING CONTRACTOR FOR THIS SHOW**

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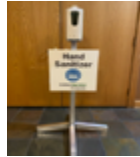
EMAIL form or MAIL
with payment to:
UNM@unitedhq.com

UnitedNational
Maintenance Inc.

TRAVEL & ADVENTURE SHOW
BOOTH CLEANING

11550 S. Indiana Ave • Chicago, IL 60605 • Phone 312-922-8558 • Fax 312-922-8599 Email UNM@unitedhq.com

Event Name	SHOW DATE	BOOTH NUMBER
Travel & Adventure Show Los Angeles	March 22 & 23, 2025	



Disinfecting and Sanitizing Service Options

Booth Sanitizing Services

Sanitizing Services	Estimated Sq Ft	Start Time	End Time	Days	Hours/Units	Rate	Total Charge
Example - Continuous Booth Porter Disinfecting and Sanitizing during show hours per hours, per day		08:00	05:00			\$35.00	\$ 0.00
Booth Disinfecting and Sanitizing periodically every 2 hours during show hours per sq ft, per day						\$0.09	\$ 0.00
Disinfecting and sanitizing of freight, furniture and product delivered to booths per sq ft (Spray or Wet wipe) per day						\$0.04	\$ 0.00
Booth Hand sanitizer dispensers, labor and refill as needed, per unit per day						\$99.00	\$ 0.00
Grand Total							\$ 0.00

LA Travel & Adventure Show 2026

March 7-8, 2026



ELECTRICAL & PLUMBING

ORDER ONLINE TODAY!

Take advantage of discounted rates!

Order your electrical & plumbing services online by

2 / 16 / 2026

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Quick, secure, and easy to use!

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EDLEN
The Power People

Edlen Electrical Exhibition Services

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714.985.1480 • anaheim@edlen.com • www.edlen.com



On-Site Wireless Services

Long Beach Convention Center offers onsite wireless services. Free Wi-Fi is available in the common areas, and meeting rooms. Premium onsite Wi-Fi is broadcast throughout the facility.

Premium On-Site Wi-Fi

Internet access is available on one unique device, per purchase.



5mb Internet (1 user license)

- 1 Day - \$49.99
- 2 Day - \$89.98 (10% discount from base rate)
- 3 Day - \$127.48 (15% discount from base rate)

10 mb Internet (1 user license)

- 1 Day - \$69.99
- 2 Day - \$125.98 (10% discount from base rate)
- 3 Day - \$178.48 (15% discount from base rate)

How to Connect

To connect to Premium Onsite WiFi start by opening your list of Wi-Fi networks and select "LongBeachWiFi." A splash page will open. When the splash page opens, select paid services. You will then be able to select your service bandwidth and your service duration. From there, you will enter a receipt email and continue by clicking the payment button. Once payment is completed, you will be connected.

***Be sure you are purchasing this on the device that needs internet, as this is not an interchangeable service. If you need service on more than 1 device, it will need to be purchased on each device individually.**

Free Wi-Fi



Free Internet (1 user license)

- 1 Day- 1.5 Mbps Free

How to Connect

To connect to free Wi-Fi start by opening your list of Wi-Fi networks on the device and select "LongBeachFreeWiFi." A splash page will open, and you will be prompted to enter a valid email address. Once entered, hit the connect button and your device will be connected to the Wi-Fi.

For questions regarding on-site wireless services, please call the Long Beach Convention Center at (562) 499-7710. To order any other services we provide, please go to www.longbeachcc.com/planners/





Exhibitor Ordering Guide: **Communication Services**





NETWORKS MONITORED 24/7/365 FOR ALWAYS-ON CONNECTIVITY

First-class customer service

We understand there are a lot of moving parts when planning to exhibit at a convention, and our mission is to make this process as easy as possible.

Leading up to your event, our customer service team will work with you to ensure all the required information needed to install services is collected prior to your arrival. These items include; verifying your order, providing all pertinent IP and wireless information, collecting a floor plan, advanced payment, and confirmation of all required signatures.

Our goal is to make our team as accessible as possible. All our events are staffed with local team members for you to utilize, helping ensure network reliability and the delivery of the services you need. During move-in and show days, our team is available to assist you with your ordered services.

Knowledgeable technical support

Our experienced technicians are readily available to perform troubleshooting, installation of additional services, relocations and much more. Our team will be available throughout the entire event to provide you with the show experience you expect.

Redundancy of equipment

We always have spares on-hand and are network ready. Boldyn Networks (Boldyn) keeps network switches and wireless access points on-hand and connected to the network. If a piece of equipment fails, we will replace it immediately with little to no downtime.

24/7 Network monitoring

All ports on the network are polled every minute for network stability. Certified network engineers are on staff in our Network Operations Center during event hours and on call 24/7.



OPTIONS TAILORED TO YOUR NEEDS

Boldyn is the exclusive provider of communication services at the Long Beach Convention & Entertainment Center.



- Premium personal wireless access point service
- Standard personal wireless access point service



- Dedicated wired internet service
- Light wired internet service



- Standard telephone voice service





PREMIUM PERSONAL WIRELESS ACCESS POINT SERVICE



UP TO 50 Mbps PER DEVICE
UNLIMITED DEVICES

Top-tier service. Maximum bandwidth and customizations. Seamless product demos. Fast remote connections. Superior video streaming.

Details

- Up to 50 Mbps per device on unlimited devices
- Customizable options configured to the unique needs of your demo
- Broadcast on 5 GHz frequency
- Custom network name or SSID and custom password
- One access point. Booths larger than 30x30 will require additional access points.

Rates

Early Bird Rate

Ordered 21 or more days prior to move-in

Last Call Rate

Ordered 20 or fewer days prior to move-in

UP TO 50 Mbps	\$39,050	\$46,860
UP TO 40 Mbps	\$31,550	\$37,860
UP TO 30 Mbps	\$24,200	\$29,040
UP TO 20 Mbps	\$16,600	\$19,920
UP TO 10 Mbps	\$8,800	\$10,560
Add. Access Point Rental	\$350	\$400

Order online at LongBeachCC.com/Planners or contact: Request@LongBeachCC.com



STANDARD PERSONAL WIRELESS ACCESS POINT SERVICE



UP TO 5 Mbps PER DEVICE
10-40 DEVICES

**Simple and secure connectivity.
Check emails. Browse the web. Process
payments. Present light web demos.**

Details

- Up to 5 Mbps per device. Reliable basic connection; not for streaming
- Custom network name or SSID and one custom password
- Broadcasts on 5 Ghz frequency
- Includes 1 access point. Booths larger than 30x30 will require additional access points.

Rates

Early Bird Rate

Ordered 21 or more
days prior to move-in

Last Call Rate

Ordered 20 or fewer
days prior to move-in

UP TO 40 Devices

\$6,762

\$8,114

UP TO 20 Devices

\$4,133

\$4,916

UP TO 10 Devices

\$2,339

\$2,807

Add. Access Point Rental

\$350

\$400

**Order online at LongBeachCC.com/Planners
or contact: Request@LongBeachCC.com**





DEDICATED WIRED INTERNET SERVICE

Connectivity for individual booths. Wi-Fi. Light web browsing. Checking email. Web casting. HD Streaming. Gaming. Point-to-point connectivity.

Details

- Custom network for routers and servers. Wireless and hardline routers permitted
- Dedicated service, meaning reliable, secure internet that's not subject to speed variability
- Dynamic Addresses (DHCP) plug and play automatically enabled for simplicity. Public routable or static IP addresses available upon request (Custom Engineering Fee will apply).
- To connect multiple devices to this service, a switch, patch cables, and labor are required. Please note bandwidth between all connected devices is shared.
- Includes 1 network drop (ethernet cable with RJ45 hardline connection) with VLAN for enhanced security, simplicity, and traffic efficiency
- Higher speeds available for purchase

Rates

Early Bird Rate

Ordered 21 or more days prior to move-in

Last Call Rate

Ordered 20 or fewer days prior to move-in

UP TO 40 Mbps	\$19,250	\$24,060
UP TO 20 Mbps	\$11,700	\$14,630
UP TO 15 Mbps	\$7,850	\$9,810
UP TO 10 Mbps	\$5,900	\$7,375
UP TO 5 Mbps	\$3,495	\$4,370

Order online at LongBeachCC.com/Planners
or contact: Request@LongBeachCC.com



LIGHT WIRED INTERNET SERVICE



UP TO 3 Mbps PER DEVICE
1-10 DEVICES

Light internet usage. Web browsing. Email.

Details

- Basic connection shared with other customers at facility. Up to 3 Mbps per device. Not compatible with streaming
- Includes 1 network drop (ethernet cable with hardline connection)
- Up to 9 additional private IPs (connected devices) may be purchased separately.
- To connect multiple devices to this service, a switch rental, patch cables, and floor work are required (see Misc. Services page)
- DHC protocol automatically assigns private IP addresses to all devices. Translation: Instant plug and play for each device
- Routers not permitted and will not work

Rates

Early Bird Rate

Ordered 21 days or more prior to move-in

Last Call Rate

Ordered 20 days or fewer prior to move-in

Light Wired Internet

\$895

\$1,140

Additional Private IP's (Connected Devices)

\$150

\$150

**Order online at LongBeachCC.com/Planners
or contact: Request@LongBeachCC.com**



STANDARD TELEPHONE VOICE SERVICE



SINGLE, MULTI, & POLYCOM

Crystal clear connections for single line, multi-line, and conference calls.

Details

- Best used for visitor check-in, conference calls, and credit card processing machines
- Includes 1 phone and 1 cable
- Multi-line telephones include 1 main number and 1 rollover line
- Polycom speakerphones require power source; Electrical services may need to be ordered separately
- Domestic long distance included. International calling billed separately

Rates

Early Bird Rate

Ordered 21 days or more prior to move-in

Last Call Rate

Ordered 20 days or fewer prior to move-in

Polycom Speaker Phone

\$465

\$575

Multi-Line Telephone

\$415

\$520

Single Line Telephone

\$275

\$345

With or without device

**Order online at LongBeachCC.com/Planners
or contact: Request@LongBeachCC.com**



MISCELLANEOUS SERVICES

Rates	Early Bird Rate Ordered 21 days or more prior to move-in	Last Call Rate Ordered 20 days or fewer prior to move-in
Custom Network Services Enabling peer to peer sharing, any other special configurations. Per hour	\$300	\$350
Additional IP's	\$150	\$150
Additional Network Drops With RJ45 hardline connection	\$795	\$795
Patch Cable Up to 50ft - Cat5e	\$25	\$35
Switch Rental Up to 24 ports	\$120	\$150
Labor/Floor Work/Relocation Fee Floor work-4 patch cables per 1 hour	\$125	\$125
VLAN	\$995	\$995
Additional SSID and password	\$995	\$995
Lost or damaged equipment fee (phones, switches)	\$250	\$250
Splash Page 1-hour minimum	\$250/hr	\$250/hr

Additional fees will apply for services extended outdoors.

Order online at LongBeachCC.com/Planners
or contact: Request@LongBeachCC.com



FAQ's

Does Boldyn provide complimentary Wi-Fi?

Yes! Boldyn provides complimentary Wi-Fi in most designated public areas of the facility, such as the concourse lobbies and food courts. Check with your specific venue for locations. This service is made available to the 1.6 million people who visit the convention center every year. There is no requirement to purchase a Boldyn service in order to take advantage of the complimentary Wi-Fi.

Why is there no complimentary Wi-Fi in the exhibit halls?

Exhibit halls are not public areas since this space is typically licensed to a company, government agency, or trade association for a private event. The space license agreement governs the availability of a range of services for the event and the license may or may not call for complimentary Wi-Fi services.

Do you offer early bird rates?

Orders received along with payment by the early-bird deadline date will receive our early incentive pricing.

Will my personal hotspot (Mi-Fi) work in your building?

Yes. However, the capability of your personal mobile hotspot is limited by your carrier's spectrum and internet bandwidth. Cellular carrier signals penetrate into a facility either from a nearby cellular tower or via an in-building Distributed Antenna System (DAS). This signal comes from a shared cellular network, so service may be disrupted or become unreliable due to user density and demand on the carrier's network.

In all cases, you have the option to take advantage of the complimentary Wi-Fi throughout the public areas, or you can purchase an upgraded package based on your service requirements.

How much bandwidth do I need?

To identify how much bandwidth you require, please reach out to a technical representative in your organization and review your program specifications listed with any demonstrations or downloads you plan to run.





What must be identified on my floor plans?

Floor plans should include measurements, the surrounding booth numbers for orientation, and easy identification of all required end location(s). Be sure to distinguish your main distribution line (MDL) and additional patch cables.

If no location or floor plan is provided, the drop will be installed within that space, to the most convenient location for our technicians. Relocation fees will apply if the line(s) needs to be moved.

A relocation fee will apply to any line(s) that need to be relocated after installed; 1 hour labor per line relocation.

TIP: Most of our venue's data jacks originate from a floor pocket. Be sure to submit a completed floor plan prior to the first day show move-in to avoid any additional labor charges.

Why are routers not allowed on a shared network?

Incorrectly installed routers on a shared network can cause problems for other users of the network. Additionally, an accurate count of the number of devices on the network is required to determine the appropriate network size and bandwidth available to the network. For more information and to request the build-out of a special system to meet your needs, contact our team today for a quote.

Can I provide my own switch and patch cabling?

Yes, you can bring your own switch. Please bring the item with you, as we do not handle any shipping. However patch cabling must be purchased through Boldyn.

Please note: Connectivity can be guaranteed only to the point where Boldyn's services originate in the booth. Boldyn cannot guarantee service on cable(s) and/or equipment provided by the customer or exhibitor. Any request for trouble diagnosis or problem resolution found not to be the fault of Boldyn (such as faulty equipment or damaged cable) may be billed to the exhibitor at the prevailing labor rate.

What is your cancellation policy?

All cancellation requests must be in writing. Starting 30 days from first day of event move in, services cannot be canceled, and no refunds will be given. Orders canceled prior to 30 days from first day of event move in, will be charged 15% of the order total. No credit will be given for equipment or services canceled after installation. If there is a remaining balance 30 days after the event, a 1.5% fee will be added to the order. Any refunds due in the amount of \$10 or less, will not be refunded.

What is your payment policy?

The payment policy requires full payment to be received prior to first day of event move in to install or activate services. If payment is not received, services will not be installed or activated until it is received. Orders that have not been paid prior to first day of event move in are also subject to additional labor charges.



Long Beach Convention Center And Entertainment ® Networks,
Limited Partnership

TERMS OF USE

1. Introduction

Welcome to the Internet service operated by the subsidiaries and their affiliates of LONG BEACH CONVENTION CENTER AND ENTERTAINMENT NETWORKS, LIMITED PARTNERSHIP. ("LONG BEACH CONVENTION CENTER AND ENTERTAINMENT", "we," "our," and "us"). This Internet service offers a wide variety of information regarding LONG BEACH CONVENTION CENTER AND ENTERTAINMENT products and services, some or all of which may be accessed through a variety of means (all of which are collectively called our "Service"). The term "you" or ""your" includes any of your subsidiaries, affiliates, employees, and parent or legal guardian.

PLEASE READ THESE TERMS OF USE CAREFULLY. By accessing or using our Service in any way you are agreeing to comply with these Terms of Use, including any documents, policies, and guidelines incorporated by reference (referred to collectively as the "Terms"). Certain services available through our Service, especially services for which you can subscribe or pay for online, may have their own terms and conditions that apply to your use of that service. The Terms do not alter in any way the terms or conditions of any of these other written or online terms and conditions or agreements you may have or will have with LONG BEACH CONVENTION CENTER AND ENTERTAINMENT , including any other website terms of use with a LONG BEACH CONVENTION CENTER AND ENTERTAINMENT NETWORKS, LIMITED PARTNERSHIP subsidiary and/or their affiliates. To the extent that there is any conflict between these Terms and any terms and conditions or agreements relating to services you have purchased or online tools you use or to which you subscribe, those other terms and conditions or agreements will govern.

2. Authority

By using our Service, you represent that you are at least 13 years old. Persons who are at least 13 years of age but under the age of 18 may only use our Services with legal parental or guardian consent. Accordingly, you agree that you are at least 18 years of age or older or possess legal parental or guardian consent and are fully able and competent to enter the terms, conditions, representations, and warranties set forth in the Terms; otherwise, please exit the Service.





3. Changes to the terms or service

LONG BEACH CONVENTION CENTER AND ENTERTAINMENT may change or modify the Terms from time-to-time without notice other than posting the amended Terms on the Service. The amended Terms will automatically be effective when posted on our Service. Your continued use of our Service after any changes in these Terms shall constitute your consent to such changes. LONG BEACH CONVENTION CENTER AND ENTERTAINMENT reserves the right to change, modify, or discontinue, temporarily or permanently, the Service (or any portion thereof), including all content contained on the Service, at any time without notice. You agree that LONG BEACH CONVENTION CENTER AND ENTERTAINMENT shall not be liable to you or to any third party for any modification, suspension, or discontinuance of the Service or any portion thereof.

4. Acceptable use

You agree to use our Service and the Content (whether provided by us or others) in a manner consistent with all applicable laws and regulations. Additionally, you will not take any of the following actions with respect to our Service or Content, nor will you use our Service to upload, post, email, distribute, transmit, link, solicit, or otherwise make available any Content or use our Service in any manner that:

- Is unlawful, harmful to minors, threatening, harassing, abusive, defamatory, slanderous, vulgar, gratuitously violent, obscene, pornographic, indecent, lewd, libelous, invasive of another's privacy, or racially, ethnically, or otherwise offensive, hateful, or abusive.
- Infringes on someone else's patent, trademark, trade secret, copyright, or other intellectual property or other rights.
- Removes any proprietary notices or labels on the Content.
- Advocates or solicits violence, criminal conduct, or the violation of any local, state, national, or international law or the rights of any third party.
- Is deceptive in any way, such as an offer to sell fraudulent goods, or contains an impersonation of any person or entity or misrepresents an affiliation with a person or entity.
- Specifically advertises firearms or ammunition, tobacco, alcohol, illegal drugs, or other contraband.
- Constitutes unsolicited or unauthorized advertising, junk, or bulk e-mail (SPAM), chain letters, or any other unsolicited commercial or non-commercial communication.
- Interferes with others using the Services.
- Is off topic according to the description of the group, forum, or webpage.
- Contains software viruses, worms, time bombs, corrupted files, Trojan horses, or any other computer code, files, or programs that are designed or intended to disrupt, damage, overburden, impair, or limit the functioning of any software, hardware, network, server, or communications systems or equipment.
- Contains a charity request, petitions for signatures, chain letters, or letters relating to a pyramid scheme.
- Disrupts, interferes, or inhibits any other user from enjoying the Services or other affiliated or linked websites, material, contents, products, and/or services.
- Uses any robot, spider, or other such programmatic or automatic device, including but not limited to automated dial-in or inquiry devices, to obtain information from the Service or otherwise monitor or copy any portion of the Service, products, and/or services.
- Creates a false identity for the purpose of misleading others.
- Prepares, compiles, uses, downloads, or otherwise copies any user information and/or usage information for any portion thereof, or transmits, provides, or otherwise distributes (whether for a fee) such information to any third party.





- Uses any LONG BEACH CONVENTION CENTER AND ENTERTAINMENT domain name as a pseudonymous return email address.
- Contains any offer for unsolicited goods or services or any advertising or promotional materials, except in those areas specifically designated for such purposes (e.g., classified bulletin board).
- Provides material support or resources (or conceals or disguises the nature, location, source, or ownership of material support or resources) to any organization(s) designated by the United States government as a foreign terrorist organization pursuant to section 219 of the Immigration and Nationality Act.
- Attempts to disable, bypass, modify, defeat, or otherwise circumvent any of the digital rights management or other security related tools incorporated into the software or any Content or the Services.
- Reproduces, duplicates, copies, sells, trades, resells, or exploits for any commercial purposes, any portion of the Services or Content, use of the Services, or access to the Services.
- Publishes, publicly performs, or displays, or distributes to any third party any Content, including reproduction on any computer network or broadcast or publications media.
- Systematically collects and uses any Content, including the use of any data mining or similar data gathering and extraction methods.
- Makes derivative uses of the Services or the Content.
- Uses, frames, or utilizes framing techniques to enclose any portion of the Services (including the images found at the Services or any text or the layout/design of any page or form contained on a page); and/or
- Modifies, translates, decompiles, disassembles, uses reverse engineering, or otherwise attempts to derive the source code for the computer systems and other technology that operate our Service. For purposes of these Terms, "reverse engineering" shall include the examination or analysis of the Service to determine the source code, structure, organization, internal design, algorithms, or encryption devices of our Service's underlying technology.
- Unless you are participating in an area of the Service that requires or encourages anonymity, use of the Service will require your real name.

5. Termination/suspension

You agree that LONG BEACH CONVENTION CENTER AND ENTERTAINMENT may immediately terminate or suspend your account, any associated email address, and access to all or any part of the Services or change your password without notice. Cause for such termination, suspension, or change shall include, but not be limited to, (a) breaches or violations of these Terms or other incorporated agreements or guidelines, (b) requests by law enforcement or other government agencies, (c) a request by you (self-initiated account deletions), (d) discontinuance or material modification to the Service (or any part thereof), (e) unexpected technical or security issues or problems, (f) extended periods of inactivity, and/or (g) engagement by you in fraudulent or illegal activities. Termination of your account includes (or, if LONG BEACH CONVENTION CENTER AND ENTERTAINMENT elects instead to suspend your account, may include any one or more of the following): (a) removal of access to all offerings within the Services; (b) deletion of your password and all related information, files, and other Content associated with or inside your account (or any part thereof); and (c) barring of further use of the Service. You agree that all terminations and suspensions for cause shall be made in LONG BEACH CONVENTION CENTER AND ENTERTAINMENT's sole discretion and that LONG BEACH CONVENTION CENTER AND ENTERTAINMENT shall not be liable to you or any: (i) third party for any termination or suspension of your account, (ii) loss of storage, (iii) loss of any associated email address, or (iv) loss of access to the Service. Further, LONG BEACH CONVENTION CENTER AND ENTERTAINMENT reserves the right, in its sole discretion, to immediately terminate or suspend your account, any associated email address, and access to the Service at any time for any reason and without notice to you.





THE BOLDYN ADVANTAGE

Boldyn Networks builds advanced, shared network infrastructure to deliver consistent coverage and capacity for every guest and application – while reducing energy costs and emissions. Our reliable, high-speed and low-latency solutions offer best-in-class networking experiences, while our national Network Operations Center (NOC) monitors network performance 24/7/365 to ensure always-on connectivity.

To learn more visit boldyn.com



Exhibitor Order Form

Travel & Adventure Show - Seattle, DC, Phoenix, Ft Lauderdale, LA, Dallas: 2026

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-2026>

Onsite Contact Information

Company Name:
Onsite Contact Name:
Onsite Contact Mobile Number:

Booth Number:
Set up Date:
Removal Date:

Equipment All equipment is charged on a per event basis	Advance Price ordered prior to 10 days of show start date	Standard Price ordered within 10 days of show start date, subject to availability	Quantity
32" LED Monitor (HDMI input) w/ tripod pole stand Monitors come with the ability to play video via laptop or jump drive	\$550.00	\$950.00	
50" LED Monitor (HDMI input) w/tripod pole stand Monitors come with the ability to play video via laptop or jump drive	\$950.00	\$1,950.00	
65" LED Monitor (HDMI input) w/tripod pole stand Monitors come with the ability to play video via laptop or jump drive	\$1,450.00	\$2,250.00	
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 \$175.00 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:

*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.