

Chicago Travel & Adventure Show

February 6-7, 2027

DONALD E. STEPHENS CONVENTION CENTER
ROSEMONT, ILLINOIS

RES

EXHIBITOR SERVICES MANUAL

Index of Services

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

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RES CUSTOMER SERVICE CONTACT INFORMATION

Rachel Eastman
847-993-4809
eastmanr@villageofrosemont.org

Marne Kirkwood
847-696-2208
kirkwoodm@villageofrosemont.org

Visit res.rosemont.com for Online Ordering

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/palleted 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/palleted 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@travelshows.com

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.



TRAVEL & ADVENTURE SHOW

POLICIES & STANDARDS

1 Service Animal Policy

We are committed to accessibility and welcome Service Animals on our show sites, subject to the following guidelines. These guidelines are in place to ensure everyone's safety and comfort. If you have any questions about whether your animal will be permitted on-site, please email the Show Manager prior to move-in.

Eligibility. Service Animals are generally permitted at our shows. Under the ADA regulations, a Service Animal is a dog that is individually trained to do work or perform tasks for a person with disabilities. To bring a dog on-site, the dog owner must be willing to answer the following questions:

- Is the dog a service animal required because of a disability, and
- What work or task has the dog been trained to perform?

Limitations. Emotional support animals are not necessarily "Service Animals." While an animal might provide comfort and emotional support for its owner, we are unable to permit the animal on the show site if it does not meet the criteria above.

Behavior Expectations. Individuals who use Service Animals must always retain control of their animals and should keep them on a leash or harness while on-site. If a Service Animal is required to be off-leash due to the nature of the disability, this will need to be cleared with the Show Manager. Further, Service Animals must be housebroken and are required to behave and not bark, growl, jump on, or lunge at others. MPE may take corrective action if the Service Animal is not behaving appropriately, up to and including the removal of the service animal from the show.

Thank you for helping us maintain a safe and accessible show site environment.

2 MPE Exhibit/Product Acceptability Standards For 2025 (USA)

Effective January 1, 2024. Marketplace Events (MPE) acceptability standards do not permit political candidates, parties or other groups promoting issues or ballot initiatives to participate as exhibitors. In addition, the display or sale of any products or services that are political/partisan in nature or that can be interpreted to promote, incite, or glorify hatred, violence, racial, sexual, or religious intolerance are prohibited. MPE's judgment in applying these standards will be final.

MPE shows are welcoming environments built solely to encourage face-to-face commerce. Creating respectful, safe marketplaces where our attendees and exhibitors can come together to learn, shop, compare pricing and do business together is our highest priority. MPE maintains these policies to ensure hospitable experiences for all attendees and exhibitors.

Political Policy

MPE prohibits political candidates, political parties, and organizations advocating for ballot initiatives or political issues from exhibiting at US consumer home and holiday shows. MPE also prohibits the display or sale of products or services that are political or partisan in nature, or that may reasonably be understood to promote, incite, or glorify hatred, violence, or racial, sexual, or religious intolerance. MPE reserves the right to interpret and apply these standards in its sole discretion, and its determinations shall be final.

MPE shows are intended to provide welcoming, in-person commerce experiences. Our priority is to maintain respectful, safe marketplaces where attendees and exhibitors can gather to learn, shop, compare offerings, and conduct business. These standards are designed to support an inclusive and professional environment for all participants. This policy is effective January 1, 2024, for all U.S. shows.

3

Insurance Requirements

The Insurance clause is #5 on the Terms and Conditions page of all booth space contracts. You may use any insurance company for insurance but it must meet the following requirements:

- Comprehensive General Liability and All Risk Property insurance
- Coverage must be from the start of move in to the end of move out
- Coverage of at least $1,000,000 for each separate occurrence
- Name Marketplace Events LLC and the venue as additional insured
- Provide a copy of the certificate of insurance (COI) to MPE if requested

Certificate of Insurance (COI)

For the COI, the certificate holder should be:

Marketplace Events LLC
2000 Auburn Dr, Suite 200
Beachwood, OH 44122

MARKETPLACE | EVENTS

Show Participant Giveaway Guidelines

These rules apply to all Show Participants conducting giveaways, contests, sweepstakes, or raffles (collectively, "Giveaways") at the event.

1. Pre-Approval Required

- All Giveaways must receive prior written approval from Marketplace Events. Such approval may be withheld in Marketplace Events' sole discretion.

- Show Participant must submit the following to the Show Manager for review at least ten days prior to the event: (1) a description, (2) official rules, (3) method of entry, and (4) prize details. Failure to do so may result in Marketplace Events closing down the Show Participant's booth, in accordance with our booth space terms and conditions.

2. Free Giveaways (No Purchase Necessary)

- Approved Giveaways must be free to enter; no payment, purchase, or donation may be required.

- Entry must be open to all attendees, subject to disclosed eligibility criteria.

- Collection of basic contact information (e.g., name/email) is permitted with proper disclosure.

3. No Pay-to-Enter Raffles

- Paid entry raffles are prohibited.

4. Location & Conduct

- All Giveaways, including the selection of winners, must be conducted within the Show Participant's booth space during the operating hours of the event.

- Activities must not disrupt other Show Participants or event operations.

5. Prizes

- The total value of all prizes offered in a Giveaway, across all winners, must not exceed $4,000, unless Marketplace Events has provided written approval for a larger prize value. The regional VP and General Counsel must provide such approval.

- Prizes must be clearly described, including the approximate value.

6. Official Rules

- Show Participant shall maintain written official rules available onsite and display them prominently at the point of entry.

- Rules must include eligibility, entry method, prize details, and winner selection process.

7. Legal Compliance

- Marketplace Events may require changes or revoke approval at its discretion.

- Show Participant is solely responsible for complying with all applicable laws and regulations. Marketplace Events' approval of a Giveaway or its requirement that an Show Participant modify a Giveaway does not constitute legal advice and may not be relied upon as such.

- Show Participant is solely responsible for complying with all applicable tax reporting and withholding requirements. If located in the United States, Show Participant shall collect any required taxpayer information from winners, including IRS Form W-9, and issue any required tax forms in accordance with applicable law.

8. Liability

- Show Participant assumes all responsibility for the Giveaway, including compliance and fulfillment.

- Show Participant shall indemnify and hold Marketplace Events and the event facility harmless from any claims related to an Show Participant's Giveaway.



Rosemont delivers nonstop entertainment, with 40+ restaurants, Parkway Bank Park, live events, nightlife, sporting events, major concerts and premier outlet shopping at Fashion Outlets of Chicago—all within easy reach. The free Rosemont Entertainment Circulator makes getting around Rosemont easy, connecting hotels, the Convention Center, entertainment, dining and shopping. Visit the Rosemont Convention & Tourism Bureau Concierge Kiosk in the Donald E. Stephens Convention Center lobby for more information and for insider recommendations on Rosemont and Chicagoland.



Parkway Bank Park is Rosemont's vibrant entertainment and dining district, minutes from the Donald E. Stephens Convention Center. Venues include Bub City, Joe's Live, Crust Brewing, Fogo de Chão, Fat Rosie's, Kings Dining & Entertainment, Pete's Dueling Piano Bar, Pete's Tiki Tiki, Zanies Comedy Club, AMC DINE-IN Rosemont 12, iFLY Indoor Skydiving, Adobe Gila's, Veralife and more. The venues surround a great lawn that plays host to a variety of seasonal events including concerts, festivals and a winter ice rink.

Rosemont is home to 20 hotels and 6,000+ hotel rooms, featuring leading brands including Loews, Hyatt Regency, Aloft, Crowne Plaza, Embassy Suites, DoubleTree and Hilton. Several are connected to the Donald E. Stephens Convention Center by indoor, climate-controlled skybridges, while others are just a short walk or drive away. Additional nearby options include Rose Hotel, The Westin, Marriott Suites, Hyatt Place, Holiday Inn, Staybridge Suites, Hampton Inn & Suites, Residence Inn, Sheraton, Sonesta Chicago O'Hare, LaQuinta, Best Western and Hyatt Centric.





Rivers Casino, located just four blocks north of the Donald E. Stephens Convention Center, is Illinois' premier gaming and entertainment destination. The casino features 1,500+ slot machines, table games including blackjack, craps, roulette and baccarat, a poker room and BetRivers Sportsbook. Guests can also enjoy live entertainment and a variety of dining options, including Hugo's Frog Bar & Chop House, Mian, Flipt Gourmet Burger Bar, Taco Suerte and more.

Rosemont is home to 40+ dining destinations, from upscale steakhouses and chef-driven restaurants to casual favorites and lively nightlife. Fine dining options include Gibsons Steakhouse, Morton's, Carlucci, Carmine's, Truluck's, The Capital Grille, McCormick & Schmick's and Harry Caray's, with several offering private dining for groups and client entertaining. Casual favorites include Moretti's, Dave & Buster's, Big Chicken, Stan's Donuts, Small Cheval, Portillo's and Giordano's, famous for Chicago-style deep-dish pizza.





Fashion Outlets of Chicago is the region's only two-level indoor outlet mall, featuring luxury designers like Gucci, Burberry, and Brunello Cucinelli, alongside contemporary brands such as Lululemon, Aritzia, Nike Factory Store, Sephora and more. With more than 130 stores, a variety of quick-service dining options, and a contemporary art collection, guests can enjoy a unique experience, including sipping an alcoholic beverage in the common areas while they shop!

It's All Here! Discover all there is to experience at Rosemont.com

Rosemont Convention & Tourism Bureau • Director, Katie Walsh • Phone: 847-823-2100 • Email: walshk@villageofrosemont.org



SHOW YOUR BADGE

DINING SPECIALS & ROSEMONT OFFERS!

You're here for the event—now it's time to enjoy Rosemont! Show Your Badge is designed to enhance your visit with exclusive discounts and special offers, with the purchase of an entrée, at participating restaurants and attractions. Simply show your valid event badge and dine, play, explore and enjoy more of Rosemont!

Show Your Badge special offers from participating restaurants include:

- Gibsons Bar and Steakhouse - One Creme Brulee Dessert
- Fogo De Chao - 10% Off your Food Portion of Bill
- Harry Caray's Italian Steakhouse - Complimentary Harry's Tiramisu and Coffee

Visit https://rosemont.com/desconvention/attend/show-your-badge-program/ to see all the offers and for more details.

GUESTS ARE ENCOURAGED TO MAKE RESERVATIONS IN ADVANCE TO ENSURE AVAILABILITY AT RESTAURANTS.

DONALD E. STEPHENS CONVENTION CENTER — ROSEMONT —

ROSEMONT *It's All Here*

ROSEMONT CONVENTION | TOURISM BUREAU

Chicago Travel & Adventure Show

February 6-7, 2027

Deadline To Receive Discounted Rates:
January 22, 2027

Show Information

SHOW COLORS

Back Drape: Black
Side Drape: Black
Carpet: Gray

STANDARD BOOTH PACKAGE

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

EXHIBITOR MOVE-IN

Friday, February 5, 2027	9:00am - 4:30pm

SHOW HOURS

Saturday, February 6, 2027	9:30am -10:00am (Trade Only)
Saturday, February 6, 2027	10:00am - 5:00pm (Public)
Sunday, February 7, 2027	11:00am - 4:00pm (Public)

EXHIBITOR MOVE-OUT

Sunday, February 7, 2027	4:00pm - 8:00pm

SHOW MANAGEMENT INFO

Bijhan Clarke
Marketplace Events
2000 Auburn Drive, Suite 200
Beachwood, OH 44122
Ph: (203)714-4625
Website: www.travelshows.com

Chicago Travel & Adventure Show

February 6-7, 2027

Deadline To Receive Discounted Rates:
January 22, 2027

Important Deadlines

DISCOUNT PRICE DEADLINE FOR SHOW ORDERS

January 22, 2027

FIRST DAY FOR WAREHOUSE DELIVERIES WITHOUT SURCHARGE

January 4, 2027

LAST DAY FOR WAREHOUSE DELIVERIES WITHOUT SURCHARGE

January 22, 2027

LAST DAY FOR WAREHOUSE DELIVERIES

Date indicated is last day freight can arrive to advance warehouse with guarantee of delivery to booth for exhibitor move-in.

February 4, 2027

FIRST DAY FREIGHT CAN ARRIVE AT SHOWSITE

February 5, 2027

ADVANCED SHIPPING

CHICAGO TRAVEL & ADVENTURE SHOW 2027
C/O ROSEMONT EXPOSITION SERVICES
3412 N. RIVER ROAD
FRANKLIN PARK, IL 60131

DELIVER NO LATER THAN JANUARY 22, 2027

DIRECT SHIPPING

CHICAGO TRAVEL & ADVENTURE SHOW 2027
C/O ROSEMONT EXPOSITION SERVICES
DONALD E. STEPHENS CONVENTION CENTER
9300 WILLIAMS STREET
ROSEMONT, IL 60018

DELIVER ON FEBRUARY 5, 2027

Chicago Travel & Adventure Show

Show Management RES

February 6-7, 2027

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EXHIBITOR INFORMATION

The Hilton Rosemont Chicago O'Hare is the official Travel & Adventure Show hotel.

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

SOUND LEVEL/BOOTH STRUCTURE

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

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

DISTRIBUTION OF LITERATURE, FOOD/BEVERAGE SAMPLING

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

WHAT EXHIBITORS ARE EXPECTED TO BRING & BOOTH SET UP

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

RECYCLING

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

PARKING GARAGE/LOADING DOCK F DIRECTIONS

Parking garage is located off River Road on Williams Street, across from the convention center.
Cost per day is $15.00
Loading Dock F is located on River Road please refer to page 55 for directions.
For directions from the airport please visit www.travelshows.com

BUSINESS CENTER & ATM MACHINE

FedEx Business Center is located in the Hyatt Regency O'Hare hotel.
ATM located in the foyers of Hall F and Hall G



Map to Convention Center



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

FROM O'HARE:

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

FROM DOWNTOWN CHICAGO:

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

FROM THE NORTH/NORTHWEST:

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

FROM THE SOUTH:

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

AREA HOTELS:

- aloft Chicago O'Hare
- Best Western O'Hare
- Chicago Marriott Suites O'Hare
- Crowne Plaza Chicago-O'Hare
- Doubletree Hotel O'Hare-Rosemont
- Embassy Suites Chicago - O'Hare/Rosemont
- Hampton Inn & Suites
- Hilton Rosemont Chicago O'Hare
- Holiday Inn Holiday Inn Chicago O'Hare Rosemont
- Hyatt Place Chicago/O'Hare
- Hyatt Regency O'Hare
- Hyatt Centric
- La Quinta Inn & Suites
- Loews Chicago O'Hare
- Residence Inn by Marriott Chicago O'Hare
- Rose Hotel Chicago O'Hare
- Sheraton Suites Chicago O'Hare
- Sonesta Hotel Chicago - O'Hare/Rosemont
- Sky Bridge Suites Chicago O' Hare
- The Westin O'Hare

Rosemont Public Safety Requirements

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

To contact the Fire Prevention Bureau
please call 847-823-1134 ext. 372 or
email: HoltmanR@villageofrosemont.org
email: PalermoM@villageofrosemont.org

Chicago Travel & Adventure Show

February 6-7, 2027

Deadline To Receive Discounted Rates:
January 22, 2027

EAC RES

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

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

Note that the responsible supervisor of the EAC must report to the RES Service Center prior to the commencement of set-up. No badges will be issued until all pertinent paperwork, including a Certificate of Insurance, has been submitted to RES.

Only members of a Carpenter Labor Union with jurisdiction over Trade Show services within the Chicagoland area can be authorized to provide these setup and dismantle services.

EAC Company:_____

Address:_____

City:_____ State:_____ Zip:_____

Contact:_____

Phone Number:_____ Booth Number:_____

Representative: _____ Signature:_____

Email Address:_____

** See sample of COI on following page*

Exhibitor Name: _____

Phone #:_____ Email:_____

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

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME:	
Your Agent or Broker Address City, State Zip	PHONE (A/C, No, Ext):	FAX (A/C, No):
	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A :	
INSURED	INSURER B :	
Your Company Name Address City, State Zip	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT 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. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	$ 1,000,000
	CLAIMS-MADE X OCCUR	X		Your Policy #	xx/xx/xxxx	xx/xx/xxxx	DAMAGE TO RENTED PREMISES (Ea occurrence)	$
							MED EXP (Any one person)	$
							PERSONAL & ADV INJURY	$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 2,000,000
	X POLICY PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$ 1,000,000
	OTHER:							$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$
	ANY AUTO						BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
	UMBRELLA LIAB OCCUR						EACH OCCURRENCE	$
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$
	DED RETENTION $							$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						X PER STATUTE OTH-ER	
	ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y / N						E.L. EACH ACCIDENT	$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

SAMPLE

CERTIFICATE HOLDER

Village of Rosemont DBA DES Convention Center - RES
9501 Technology Blvd
Rosemont, IL 60018

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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Chicago Travel & Adventure Show

February 6-7, 2027

Deadline To Receive Discounted Rates:
January 22, 2027

Third Party Billing

RES

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

Third Party:_____

Address:_____

City:_____ State:_____ Zip:_____

Contact:_____

Phone Number:_____ Booth Number:_____

Representative: _____ Signature:_____

Email Address:_____

Third Party Will Pay

- ◯ ALL SHOW SERVICES:
- ◯ FURNITURE:
- ◯ CARPET:
- ◯ LABOR:
- ◯ CLEANING:
- ◯ FREIGHT:
- ◯ ELECTRIC:
- ◯ OTHER ITEMS:_____
- ◯ OTHER ITEMS:_____
- ◯ OTHER ITEMS:_____

Credit Card Payment Information for Responsible Party

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

Cardholder Billing Address: _____

Signature of Cardholder: _____

Access Our Website at res.rosemont.com

STEP BY STEP ONLINE ORDERING

for registered exhibitors only

1) GO TO:
res.rosemont.com

2) PASSWORD:
- First Time Exhibitor: Click "Register".
- Returning Exhibitor: Use existing password or click forgotten password

3) SIGN IN:
Click the "Log In" button

4) EVENT SELECT:
Use the pull down menu to select the show you will be attending.

5) SELECT SPACE #:
Use the pull down menu to select the booth number.

6) ORDERING:
Click ordering drop down to navigate the various RES Services.

7) CHECKOUT:
After you have completed your order(s) click on the cart (located in the top right corner).
Review item and make changes if necessary, then click "Proceed to Checkout".
Enter Credit Card info and click "Continue".

An order confirmations will be sent via email upon completion.

8) ONLINE ORDERING CUTOFF:
Online portal closes 2 days prior to show move in. Exhibitors still needing to place orders should contact customer service or place orders on site upon their arrival.

All Online Orders Must be Paid by Credit Card



If you have trouble logging in contact Marne Kirkwood at Kirkwoodm@villageofrosemont.org

Chicago Travel & Adventure Show

February 6-7, 2027

Deadline To Receive Discounted Rates:
January 22, 2027

Order Summary and Payment

RES

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

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

Rosemont Exposition Services requires full payment of all advance orders. Payment may be made by ACH/Wire Transfer, MasterCard, Visa, American Express, Discover Card, or by check drawn on U.S. Funds Account.

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

_____ BANK - WIRE TRANSFER

_____ CREDIT CARD

_____ CHECK Check # _____

*You may choose to pay by check or ACH/Wire Transfer, however a credit card is required on file to process all orders

Check should be made payable to
Village of Rosemont – RES
$50.00 service charge will be added for processing checks drawn on foreign banks

Bank - Wire Transfer information
Bank transfer to Parkway Bank & Trust Co.
ABA# **071908160** ACCT# **6766928**

International
Bank transfer to Pacific Coast Bankers' Bank
SWIFT# **PCBBUS66** ACCT# **6766928**
(There is a $25.00 USD fee per each international transfer)

Important: After your wire transfer has been sent, please email coylea@villageofrosemont.org to confirm. Be sure to include your show name and booth number in the message. Unidentified payments may not be properly credited to your account.

SERVICES AND EQUIPMENT ORDERED	TOTAL FROM ORDER FORMS
Standard Furniture	$
Standard Booth Accessories	$
Specialty Furniture	$
Carpet Rental	$
Hardwall Rental	$
Pegboard Rental	$
VU Case Rentals	$
Signage & Graphics	$
RES Extras	$
Floral	$
Creative Media Services	$
Electrical Service	$
Plumbing Service	$
Cleaning	$
Internet & Telecommunications	$
Audio Visual	$
Estimated Material Handling	$
Labor	$
Other Items	$
Net Amount Due	$

all applicable taxes will be applied

Payment Information for Credit Cards

◯ MasterCard ◯ VISA ◯ American Express ◯ Discover Card

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

Cardholder Billing Address: _____

Signature of Cardholder: _____

Company Name:_____ Show Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

Authorized By: _____ Email: _____

Signature: _____ Booth #: _____

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

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

ORDER SUMMARY AND PAYMENT SHEET

Rosemont Exposition Services requires all advance orders to be paid in full. Payments must be made in U.S. funds. Methods of payment include cash, certified company check, Discover, Visa, MasterCard, American Express, ACH or wire transfer. All statements presented on show site must be paid in full at that time, unless previous arrangements have been made for credit in advance. Please see that your show site representative is aware of this policy and has a means of payment. The credit card authorization section of this form can also be used for show site payments. By providing a credit card as your method of payment, you authorize Rosemont Exposition Services to charge the card for all outstanding and subsequent balances associated with the services provided, including any additional charges incurred after the initial transactions.

STANDARD FURNITURE - CARPET RENTAL - SPECIALTY FURNITURE - UTILITIES

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

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

CANCELLATION TERMS

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

LABOR

When ordering labor, please be aware of the following:

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

MATERIAL HANDLING

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

WASTE REMOVAL

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

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

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

Chicago Travel & Adventure Show

February 6-7, 2027

Deadline To Receive Discounted Rates:
January 22, 2027

Standard Furniture

RES

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

SKIRTED TABLES & TABLE TOP RISERS

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

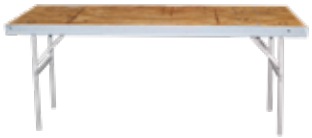




	QUANTITY		DISCOUNT	STANDARD	TOTAL
2' x 4' x 30" Skirted Table	_____	x	$120.00	$170.00	$ _____
2' x 4' x 42" Skirted Table	_____	x	$125.00	$175.00	$_____
2' x 6' x 30" Skirted Table	_____	x	$130.00	$180.00	$_____
2' x 6' x 42" Skirted Table	_____	x	$135.00	$185.00	$_____
2' x 8' x 30" Skirted Table	_____	x	$140.00	$190.00	$_____
2' x 8' x 42" Skirted Table	_____	x	$145.00	$195.00	$_____
4th side of skirting	_____	x	$40.00	$60.00	$_____
Skirt color	_____				
1' x 4' x 1' Skirted Table Top Riser	_____	x	$60.00	$90.00	$_____
1' x 6' x 1' Skirted Table Top Riser	_____	x	$70.00	$100.00	$_____
4th side of skirting	_____	x	$20.00	$30.00	$_____
Skirt color	_____				

White | Black | Grey | Red | Blue | Burgundy | Gold | Teal | Hunter Green

UNSKIRTED TABLES & TABLE TOP RISERS





	QUANTITY		DISCOUNT	STANDARD	TOTAL
2' x 4' x 30" Wood Table	_____	x	$60.00	$80.00	$_____
2' x 4' x 42" Wood Table	_____	x	$60.00	$80.00	$_____
2' x 6' x 30" Wood Table	_____	x	$65.00	$85.00	$_____
2' x 6' x 42" Wood Table	_____	x	$65.00	$85.00	$_____
2' x 8' x 30" Wood Table	_____	x	$70.00	$90.00	$_____
2' x 8' x 42" Wood Table	_____	x	$70.00	$90.00	$_____
1' x 4' x 1' Table Top Riser	_____	x	$35.00	$55.00	$_____
1' x 6' x 1' Table Top Riser	_____	x	$40.00	$60.00	$_____

BOOTH FURNITURE



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

ORDER TOTAL $_____

Exhibitor Name: _____

Phone #: _____ **Email:** _____

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

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

Chicago Travel & Adventure Show

February 6-7, 2027

Deadline To Receive Discounted Rates:
January 22, 2027

Standard Booth Accessories

RES

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



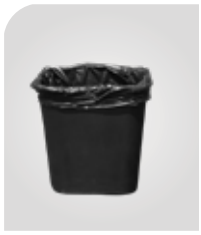












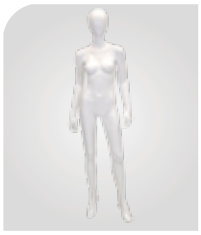


Dimensions:
18” wide
18” deep
32” height





Dimensions:
48” - 74" wide
22” deep
55", 60", 65” height



Dimensions:
Height 5' 8"
Shoe Size 6
Chest 31" Waist 24½"
Hips 33½"



Dimensions:
63” wide
24” deep
70” height

	QUANTITY		DISCOUNT	STANDARD	TOTAL
22" x 28" Sign Holder	_____	x	$85.00 each	$115.00 each	$_____
Adjustable Easel	_____	x	$30.00 each	$45.00 each	$_____
Bag Display	_____	x	$75.00 each	$100.00 each	$_____
Chrome Coat Tree	_____	x	$50.00 each	$75.00 each	$_____
Chrome Stanchion	_____	x	$50.00 each	$75.00 each	$_____
Chrome Stanchions w/ 6’ Black Tension Rope	_____	x	$100.00 each	$125.00 each	$_____
Velvet Non-Slip Hanger	_____	x	$2.00 each	$3.00 each	$_____
Wastebasket	_____	x	$17.50 each	$22.50 each	$_____
Large Trash Can	_____	x	$35.00 each	$50.00 each	$_____
Park Bench	_____	x	$175.00 each	$225.00 each	$_____
Clothes Rack	_____	x	$95.00 each	$120.00 each	$_____
Full Body Mannequin	_____	x	$125.00 each	$200.00 each	$_____
Z-Rack	_____	x	$125.00 each	$145.00 each	$_____

ORDER TOTAL $_____

Exhibitor Name: _____

Phone #: _____ **Email:** _____

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

Order Summary and Payment Sheet MUST accompany this order. All terms and conditions as outlined on the Order Summary and Payment Sheet have been reviewed and understood.
RES Address: 9291 West Bryn Mawr, Rosemont, IL 60018 • RES Telephone: 847-696-2208 • Email: customerservice@rosemontexpo.com

Chicago Travel & Adventure Show

February 6-7, 2027

Deadline To Receive Discounted Rates:
January 22, 2027

Drape & Equipment

RES

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





Drape Colors

- White
- Red
- Gold
- Black
- Blue
- Teal
- Grey
- Burgundy
- Hunter Green

***When entering amount, please enter footage**

	QUANTITY	DISCOUNT	STANDARD	TOTAL
example for a 10' backwall	10 ft x	$35.00/ft	$42.00/ft	$ 350.00

DRAPE

Drape is available in 8-foot or 3-foot heights and comes in a variety of colors. Pricing is per foot and includes framework as well as labor for installation and dismantling.

	QUANTITY	DISCOUNT	STANDARD	TOTAL
Background Drape (8' high)	_____ft x	$35.00/ft	$42.00ft	$_____
Side Drape (3' high)	_____ft x	$23.00/ft	$28.00/ft	$_____

Drape color _____

ADDITIONAL FRAMEWORK

	QUANTITY	DISCOUNT	STANDARD	TOTAL
Up-Rights 3' high	_____ x	$20.00 each	$25.00 each	$_____
Up-Rights 8' high	_____ x	$20.00 each	$25.00 each	$_____
Adjustable 10' Crossbars	_____ x	$20.00 each	$25.00 each	$_____

ORDER TOTAL $_____

Exhibitor Name: _____

Phone #: _____ **Email:** _____

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

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

Chicago Travel & Adventure Show

February 6-7, 2027

Deadline To Receive Discounted Rates:
January 22, 2027

Standard Counters and Workstations

RES

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

RES has a complete line of workstations in stock and ready to use. Each of the units pictured below includes your company graphics where indicated, as well as delivery and set-up.

Artwork can be submitted to Chris Sowa at sowac@villageofrosemont.org

Please note: Enclosed backing with doors for counters and workstations in not guaranteed.



Meter Counter

Overall Size: 41 1/2" wide x 39" tall x 21" deep
Graphic Size: 38 1/4" wide x 34 3/8" tall
Blank Panel Colors Available: black, grey, white

_____ (QUANTITY) x $675.00 $ _____ (TOTAL)

Panel Color _____ (GRAPHIC & COUNTER)



Curved Counter

Overall Size: 58" wide x 39" tall x 28" deep
Graphic Size: 60 11/16" wide x 34 3/8" tall
Blank Panel Colors Available: black, grey, white

_____ (QUANTITY) x $750.00 $ _____ (TOTAL)

Panel Color _____ (GRAPHIC & COUNTER)



2 Meter Counter

Overall Size: 81" wide x 39" tall x 21" deep
Graphic Size: 77 1/2" wide x 34 3/8" tall
Blank Panel Colors Available: black, grey, white

_____ (QUANTITY) x $1,200.00 $ _____ (TOTAL)

Panel Color _____ (GRAPHIC & COUNTER)



2 Meter Counter w Curve

Overall Size: 122 1/2" wide x 39" tall x 41 1/2" deep
Graphic Size: 77 1/2" wide x 34 3/8" tall
Graphic Size: 60 11/16" wide x 34 3/8" tall
Blank Panel Colors Available: black, grey, white

_____ (QUANTITY) x $1,800.00 $ _____ (TOTAL)

Panel Color _____ (GRAPHIC & COUNTER)



Counter with Header

Overall Size: 60" wide x 96" tall x 21" deep
Graphic Size: 57 3/4" wide x 9 3/4" tall
Graphic Size: 57 3/4" wide x 34 3/8" tall
Blank Panel Colors Available: black, grey, white

_____ (QUANTITY) x $800 $ _____ (TOTAL)

Panel Color _____ (GRAPHIC & COUNTER)

ORDER TOTAL $ _____

Exhibitor Name: _____

Phone #: _____ **Email:** _____

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

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

SPECIALTY FURNITURE

2027 COLLECTION



{Show_Name or_Logo}

{Show_Date}

Deadline To Receive Discounted Rates:
{Deadline_Date}

Specialty Furniture Pricing

RES

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

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

CHAIRS

ITEM #	DESCRIPTION	COLOR	DISC	REG	QTY	TOTAL
CH100	JACOBSON CHAIR	WH	130	165		
CH102	MONACO CHAIR	BK	150	195		
CH103	CAZMA CHAIR	BK RD	170	225		
CH104	TOLEDO CHAIR	NAT	150	195		
CH106	CRISS CROSS CHAIR	WH	150	195		
CH107	PARIS CHAIR	WH/CH WH/NT	170	225		
CH109	LIQUID CHAIR	BU GR OR RD WH	160	210		
CH111	TICINO CHAIR	WH	170	225		
CH112	RETRO CHAIR	STEEL	150	195		
CH113	LESLIE CHAIR	WH	150	195		
CH114	TENDY CHAIR	BK WL WH	150	195		
CH116	BELLA CHAIR	BK WH	170	225		
CH118	EURO CHAIR	BK WH	160	210		
CH120	SKYE CHAIR	CLEAR	160	210		
CH121	MIA CHAIR	WH	170	225		
CH124	WAVE CHAIR	CLEAR	170	225		
CH125	CASPER CHAIR	BK WH	150	195		

BAR STOOLS

ST202	MONACO BAR STOOL	BK	185	240		
ST203	EQUINO STOOL, Adj.	BK WH	195	250		
ST204	TOLEDO BAR STOOL	NAT	195	250		
ST206	CRISS CROSS BAR STOOL	WH	185	240		
ST207	PARIS BAR STOOL	WH/CH WH/NAT	195	250		
ST208	TICKLE STOOL, Adj.	OR RED WH	185	240		
ST209	LIQUID BAR STOOL	BU GR OR RD WH	195	250		
ST210	OTTO BAR STOOL, Adj.	BK WH	185	240		
ST211	TICINO BAR STOOL	WH	195	250		
ST212	RETRO BAR STOOL	STEEL	185	240		
ST214	TENDY BAR STOOL	BK WL WH	180	230		
ST216	BELLA BAR STOOL	BK WH	195	250		
ST218	EURO BAR STOOL, Adj.	BK WH	195	250		
ST218-2	EURO 2 BAR STOOL	BK WH	195	250		
ST219	TECH STOOL, Adj.	WH	185	240		
ST220	SKYE STOOL	CLEAR	195	250		
ST221	MIA STOOL	WH	195	250		
ST222	BRAXTON STOOL	BK WH	195	250		
ST224	WAVE STOOL	CLEAR	195	250		

CAFÉ TABLES 30”H

ITEM #	DESCRIPTION	COLOR	DISC	REG	QTY	TOTAL
CT300	PEDESTAL TABLE 24"DIA	BK WH	195	250		
CT301	PEDESTAL TABLE 30"DIA	BK WH	210	275		
CT302	CAFE TABLE 36” DIA	BK GY WH	225	290		
CT303	CAFE TABLE 42” DIA	BK GY WH	230	300		
CT304	SQUARE CAFE TABLE 30”	BK WH	210	275		
CT305	SQUARE CAFE TABLE 36”	BK WH	235	310		
CT306	TRAVE TABLE 36"DIA	GLASS	230	300		
CT307	BISTRO TABLE 30"DIA	BK NAT WH WL	210	275		
CT309	PARIS CAFÉ TABLE 40"DIA	WH/NT	240	310		
CT310	CHROMA TABLE 27.5 Square	ALUMINUM	195	250		
CT311	CHROMA TABLE 27.5 Round	ALUMINUM	195	250		
CT312	RETRO TABLE	STEEL	210	275		
CT313	MARTINI TABLE 36”	CH/GL	235	310		
CT314	ABBY CAFÉ TABLE	WH	260	340		
CT353	ALTOS TABLE 60x36	GLASS	260	340		
CT355	ABBY TABLE 63x36	WH	260	340		
CT357	EDGE CAFÉ TABLE	WH	550	725		
CT357-P	EDGE CAFÉ TABLE W/POWER	WH	650	825		

BAR TABLES AND BARS 42”H

BT400	BAR PEDESTAL TABLE 24"DIA	BK WH	210	275		
BT401	BAR PEDESTAL TABLE 30"DIA	BK WH	220	280		
BT402	BAR HIGH TABLE 36” DIA	BK GY WH	240	310		
BT404	SQUARE BAR TABLE 30”	BK WH	220	280		
BT405	SQUARE BAR TABLE 36”	BK WH	240	310		
BT406	TRAVE BAR TABLE 32"DIA	GLASS	250	325		
BT407	BRAVO BAR TABLE 30"DIA	BK NAT WH WL	220	280		
BT410	CHROMA BAR TABLE 23.5" DIA	ALUMINUM	210	275		
BT412	RETRO BAR TABLE 24" Square	STEEL	210	275		
BT413	MARTINI BAR TABLE 32”DIA	GLASS	230	300		
BT451	INFORMATION CTR. w/doors	BK WH	460	600		
BT454	BALI BAR	BK WH	540	700		
BT454-P	BALI BAR w/charging station	BK WH	640	830		
BT457	EDGE COMMUNAL BAR TABLE	BK WH	630	810		
BT457-P	EDGE COMMUNAL BAR TABLE w/power	BKWH	730	950		

SPECIALTY FURNITURE CONTINUED ON NEXT PAGE

Exhibitor Name: _____

Phone #: _____ **Email:** _____

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

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{Show_Name or_Logo}

{Show_Date}

Deadline To Receive Discounted Rates:
{Deadline_Date}

Specialty Furniture Pricing Continued

RES

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

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

CONFERENCE AND OFFICE CHAIRS

ITEM #	DESCRIPTION	COLOR	DISC	REG	QTY	TOTAL
CO501	OTTO GUEST CHAIR	BK WH	210	275		
CO502	OTTO CHAIR	BK WH	220	285		
CO507	GUEST CHAIR	BK	170	225		
CO508	MIDBACK CHAIR	BK	195	250		
CO509	STACKABLE SIDE CHAIR	BK	100	130		
CO510	STACKABLE ARM CHAIR	BK	110	140		
CO512	TASK CHAIR	BK	140	180		
CO513	TASK STOOL	BK	160	210		
CO518	RECEPTION CHAIR	BK				
CO520	ZURICH HIGHBACK CHAIR	BK WH	285	375		

CONFERENCE TABLES

CF603	CONFERENCE TABLE 48"DIA	BK COG GY MAP WH	400	520		
CF604	GLACIER CONFERENCE TABLE 79"	WH	595	775		
CF605	RECTANGULAR TABLE 6'	BK COG MAP WH	495	640		
CF606	OVAL CONFERENCE TABLE 6'	BK GY WH	495	640		
CF608	OVAL CONFERENCE TABLE 8'	BK GY WH	560	725		
CF609	RECTANGULAR TABLE 8'	BK WH	560	725		
CF610	OVAL CONFERENCE TABLE 10'	BK WH	695	900		
CF611	RECTANGULAR TABLE 10'	BK WH	695	900		

OFFICE FURNITURE

OF652	LATERAL FILE, LOCKING	BK	360	470		
OF653	STORAGE CABINET LOCKING	BK WH	360	470		
OF659	CREDENZA	WH	460	600		
OF659-L	CREDENZA w/legs	WH	460	600		
OF660	GLACIER SIDEBOARD	WH	560	730		
OF671	BALI DESK	BK WH	400	520		

LOUNGE SEATING

ITEM #	DESCRIPTION	COLOR	DISC	REG	QTY	TOTAL
LG706	SCANDIC LEATHER SOFA	BK RD WH	535	695		
LG707	SCANDIC LEATHER LOVESEAT	BK RD WH	485	630		
LG708	SCANDIC LEATHER CHAIR	BK RD WH	460	600		
LG709	PRATO ARM CHAIR	BK WH	375	485		
LG710	PRATO ARMLESS SECTIONAL	BK WH	300	390		
LG711	PRATO CORNER SECTIONAL	BK WH	350	450		
LG712	SOLO SOFA	BK RD	510	660		
LG713	SOLO LOVESEAT	BK RD	460	600		
LG714	SOLO CHAIR	BK RD	435	560		
LG715	MALIBU SOFA WITH POWER	BK WH	600	780		
LG716	MALIBU CHAIR WITH POWER	BK WH	550	715		
LG717	IBIZA CHAIR	BK WH	535	690		
LG724	MALIBU LOVESEAT WITH POWER	WH	575	750		
LG731	SOHO CURVED BENCH	WH	460	600		
LG732	SOHO LOVESEAT	WH	460	600		
LG733	TRIBECA LEATHER SOFA	GY	585	760		
LG734	TRIBECA LEATHER LOVESEAT	GY	560	730		
LG735	TRIBECA LEATHER CHAIR	GY	485	630		
LG736	ASPEN SOFA	WH	585	760		
LG737	ASPEN CHAIR	WH	485	630		
LG749	TICINO SETTEE	WH	360	470		
LG750	BENCH OTTOMAN	BK WH	285	370		
LG753	ROUND SWIVEL OTTOMAN	BK OR WH	160	210		
LG755	BLOCK OTTOMAN	BU BK RD WH	160	210		
LG757	RECTANGLE BLOCK OTTOMAN	BK SL WH	270	350		
LG758	AURORA SOFA	WH	535	695		
LG759	AURORA CHAIR	WH	460	600		
LG762	AURORA LOVESEAT	WH	485	630		
LG763	JAVA BENCH	NAT	335	430		
LG780	STEN SWIVEL CHAIR	BK RD WH	335	430		
LG784	AVA CHAIR	WH	225	290		
LG785	LARGO CHAIR	WH	335	430		
LG786	SWAN CHAIR	BK WH	330	430		

SPECIALTY FURNITURE CONTINUED ON NEXT PAGE

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{Show_Date}

Deadline To Receive Discounted Rates:
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Specialty Furniture Pricing Continued

RES

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

OCCASIONAL TABLES

ITEM #	DESCRIPTION	COLOR	DISC	REG	QTY	TOTAL
OT801	MONZA OVAL COCKTAIL	BK	185	240		
OT802	MONZA END TABLE	BK	160	210		
OT804	TUSCAN COCKTAIL TABLE	TK	235	330		
OT805	TUSCAN END TABLE	TK	210	275		
OT808	VAIL COCKTAIL TABLE	GLASS	260	340		
OT809	VAIL END TABLE	GLASS	235	330		
OT810	BELLO COCKTAIL TABLE	WH	260	340		
OT811	BELLO END TABLE	WH	235	330		
OT817	KEMI COCKTAIL TABLE	GLASS	260	340		
OT818	KEMI END TABLE	GLASS	235	330		
OT821	VEGA TABLE 18" DIA. Adj.	BK BU GY RD WH YL	145	190		
OT823	VORTEX	WH BK	145	190		
OT824	VENTURA COFFE TABLE	WL				
OT825	VENTURA END TABLE	WL				
OT828	ABBY COCKTAIL TABLE	GY WH	235	330		
OT829	ABBY END TABLE	GY WH	210	275		
OT839	LINEAR COCKTAIL BENCH	STEEL	235	330		
OT840	LINEAR END BENCH	STEEL	185	240		
OT843	SPA COCKTAIL TABLE	GLASS	260	340		
OT844	SPA END TABLE	GLASS	235	330		
OT855-SQ	KLUB COCKTAIL TABLE SQUARE	WH	260	340		
OT855-R	KLUB COCKTAIL TABLE RECTANGLE	WH	260	340		
OT856	KLUB END TABLE	WH	235	330		
OT857	KLUB SOFA TABLE	WH	285	370		
OT858	KAI COCKTAIL TABLE	GLASS	235	330		
OT859	KAI END TABLE	GLASS	185	240		
OT860	FIJI COCKTAIL TABLE	GLASS	235	330		
OT861	FIJI END TABLE	GLASS	210	275		
OT863	LOGAN COCKTAIL TABLE	BK WL	255	330		
OT864	LOGAN END TABLE	BK WL	230	300		
OT865	AUSTIN COCKTAIL TABLE	GLASS	255	330		
OT866	AUSTIN END TABLE	GLASS	230	300		

EXTRAS

ITEM #	DESCRIPTION	COLOR	DISC	REG	QTY	TOTAL
XT199	FOLDING CHAIR	BK GY	85	110		
XT900	REFRIGERATOR 4.1 CF		260	340		
XT904	TENSA BARRIER	CH/BK	110	140		
XT905	CHROME STANCHION	CH	60	80		
XT906	VELOUR ROPE	BK RD	40	50		
XT909	WATERFALL CLOTHES RACK	CHROME	110	140		
XT910	COAT TREE	STEEL	110	140		
XT911	WASTEBASKET	BK	50	65		
XT913	6 POCKET LIT RACK	BK	160	210		
XT914	WIRE 10 POCKET LIT RACK	SL	160	210		
XT915	CURVED 6 POCKET LIT RACK	SL	185	240		
XT916	COMPUTER PEDESTAL 24X42	BK WH	360	470		
XT919	CUBE PEDESTAL	BK WH	285	370		
XT922	LAURENCE SHELF 72" H	BK WH	210	275		
XT923	METAL SHELVING 54" H	BK CH	160	210		
XT924	METAL SHELVING 72" H	BK CH	185	240		
XT925	CUBE SHELF 58"H	WH	185	240		
XT926	STELLA SHELF	BK	235	300		
XT946	BOXWOOD WALL DIVIDER	GR	510	660		
XT948	5 TIER LOCKER	BK	270	350		
XT964	CLUB LAMP	WH	145	190		
XT965	CLUB FLOOR LAMP	WH	210	275		
XT966	SOHO LAMP	WH	145	190		
XT967	SOHO FLOOR LAMP	WH	210	275		

ORDER TOTAL $_____

Exhibitor Name: _____

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

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Chairs



CH100 JACOBSON CHAIR
White
18"Wx17"Dx18"H



CH102 MONACO CHAIR
Black
23"Wx23"Dx18"H



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



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



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



CH107 PARIS CHAIR
White/Chrome, White/Natural
19"Wx22"Dx18"H



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



CH111 TICINO CHAIR
White
18"Wx19"Dx18"H



CH112 RETRO CHAIR
Steel
19"Wx17"Dx18"H



CH113 LESLIE CHAIR
White
19"Wx21"Dx18"H



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



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



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



CH120 SKYE CHAIR
Clear
18"Wx18"Dx18"H



CH121 MIA CHAIR
White
23"Wx20"Dx18"H



CH124 WAVE CHAIR
Clear
19"Wx18"Dx18"H



CH125 CASPER CHAIR
Black, White
19"Wx20"Dx20"H

Bar Stools



ST202 MONACO STOOL
Black
23"Wx23"Dx30"H



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



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



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



ST207 PARIS STOOL
White/Chrome, White/Natural
19"Wx18"Dx30"H



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



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



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



ST211 TICINO STOOL
White
17"Wx20"Dx30"H



ST212 RETRO STOOL
Steel
17"Wx17"Dx30"H



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



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



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



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



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



ST220 SKYE STOOL
Clear
19"Wx21"Dx30"H



ST221 MIA STOOL
White
20"Wx18"Dx30"H



ST222 BRAXTON STOOL
Black, White
17"Wx20"Dx29"H



ST224 WAVE STOOL
Clear
18"Wx19"Dx30"H

Café Tables



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



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



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



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



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



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



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



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



CT309 PARIS CAFE TABLE
White/Natural
40"Dia.x30"H



CT310 CHROMA TABLE
Aluminum
28sq.x30"H



CT311 CHROMA TABLE
Aluminum
28"Dia.x30"H



CT312 RETRO TABLE
Steel
32"Wx32"Dx30"H



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

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



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



CT355 ABBY TABLE
White
63"Wx36"Dx30"H



CT357 EDGE CAFE TABLE
White
72"Wx29"Dx30"H

CT357-P EDGE CAFE TABLE W/POWER
White
72"Wx29"Dx30"H



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



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



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



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



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



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



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



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





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



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

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



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



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



CO501 OTTO GUEST CHAIR
Black, White
23"Wx22"Dx18"H



CO502 OTTO CHAIR
Black, White
23"Wx22"Dx18-21"H



CO507 GUEST CHAIR
Black
25"Wx25"Dx18"H



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



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



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



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



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



CO518 RECEPTION CHAIR
Black
24"Wx26"Dx36"H





CO520 ZURICH HIGHBACK CHAIR
Black, White
24"Wx24"Dx19"H

Conference Tables



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



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



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



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



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



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



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

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

Office Furniture



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



OF653 STORAGE CABINET
Black, White - Locking
37"Wx21"Dx29"H



OF659 STORAGE CREDENZA
White
48"Wx18"Dx33"H



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





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

Lounge Seating



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



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



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



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



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



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



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



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



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



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



LG724 MALIBU LOVESEAT WITH POWER
White
52"Wx31"Dx30"H



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



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

Lounge Seating

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

LG732 SOHO LOVESEAT
White
48"Wx24"Dx31"H



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



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



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



LG736 ASPEN SOFA
White
82"Wx31"Dx28"H



LG737 ASPEN CHAIR
White
36"Wx31"Dx28"H



LG758 AURORA SOFA
White
81"Wx36"Dx34"H



LG762 AURORA LOVESEAT
White
59"Wx36"Dx34"H



LG759 AURORA CHAIR
White
37"Wx36"Dx34"H

Lounge Seating



LG749 TICINO SETTEE
White
48"Wx24"Dx34"H





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



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



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



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



LG763 JAVA BENCH
Natural
72"Wx18"Dx15"H



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



LG784 AVA CHAIR
White
22"Wx22"Dx19"H



LG785 LARGO CHAIR
White
30"Wx26"Dx28"H



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

Occasional Tables



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



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



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



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



OT808 VAIL COCKTAIL TABLE
Glass
48"Wx28"Dx17"H



OT809 VAIL END TABLE
Glass
19.5"Wx19.5"Dx21"H



OT810 BELLO COCKTAIL TABLE
White
47"Wx27"Dx16"H



OT811 BELLO END TABLE
White
24"Wx22"H



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



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



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



OT823 VORTEX TABLE
White, Black
16"Wx16"Dx17"H



OT824 VENTURA COFFEE TABLE
Steel/Walnut
48"Wx24"Dx16"H



OT825 VENTURA END TABLE
Steel/Walnut
24"Wx24"Dx18"H



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



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



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



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



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



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



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



OT855 REC KLUB COCKTAIL TBL.
White
48"Wx24"Dx16"H



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



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



OT858 KAI COCKTAIL TABLE
Black/Glass
40"Wx36"Dx15"H



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



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



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



OT863 LOGAN COCKTAIL TABLE
Black, Walnut
47"Wx24"Dx16"H



OT864 LOGAN END TABLE
Black, Walnut
22"Dia.x22"H



OT865 AUSTIN COCKTAIL TABLE
Glass
48"Wx24"Dx18"H



OT866 AUSTIN END TABLE
Glass
24"Wx24"Dx24"H

Extras



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



XT900 REFRIGERATOR 4.1 CF
17"Wx20"Dx32"H



XT904 TENSA BARRIER
Chrome/Black
72"Wx38"H



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



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



XT910 COAT TREE
Steel
13"Wx69"H



XT911 WASTEBASKET
Black
10"Wx24"H



XT913 6-POCKET LIT. RACK
Black
60"H



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



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





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





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





XT922 LAURENCE SHELF
Black, White
35"Wx15"Dx68"H





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



XT925 CUBE SHELF
White
31"Wx15"Dx58"H



XT926 STELLA SHELF
Black
36"Wx14"Dx72"H



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



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



XT964 CLUB LAMP
White/Chrome
17"Wx28"H



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



XT966 SOHO LAMP
White
12"Wx23"H



XT967 SOHO FLOOR LAMP
White
18"Wx60"H

Chicago Travel & Adventure Show

February 6-7, 2027

Deadline To Receive Discounted Rates:
January 22, 2027

Standard Carpet Rental

RES

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

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

STANDARD CARPET COLORS

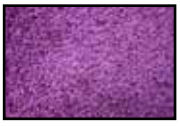

Blue


Grey


Black


Red


Jade Green


Plum

CARPET

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

	SIZE	DISCOUNT	STANDARD	TOTAL
_____	10' x 10'	$275.00	$325.00	$_____
_____	10' x 15'	$302.50	$352.50	$_____
_____	10' x 20'	$357.50	$407.50	$_____
_____	10' x 30'	$440.00	$490.00	$_____

Custom Cut Size (400sq. ft. and larger)

SIZE			DISCOUNT	STANDARD	TOTAL
_____ ft .	x	_____ ft. x	$1.40 sq. ft.	$1.60 sq. ft.	$_____

Carpet Color _____

ACCESSORIES

		DISCOUNT	STANDARD	TOTAL
_____	1/2" Rebond padding	$2.00 sq. ft.	$2.25 sq. ft.	$_____
_____	Visqueen poly to cover carpeting	$1.00 sq. ft.	$1.50 sq. ft.	$_____

ORDER TOTAL $_____

Exhibitor Name: _____

Phone #: _____ **Email:** _____

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

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

Chicago Travel & Adventure Show

February 6-7, 2027

Deadline To Receive Discounted Rates:
January 22, 2027

Specialty Carpet Rental

RES

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

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

SPECIALTY BOOTH CARPET RENTAL 26oz

Pricing includes carpet installation and pre-show vacuuming prior to show opening on the first day of the event.
Indicate overall dimensions: Length x Width x Price = Total
For color samples, please call Customer Service at 847-696-2208

COLOR	SIZE	DISCOUNT	STANDARD	TOTAL
_____	_____ ft. x _____ ft. x	$7.00 sq. ft.	$8.50 sq. ft.	$_____

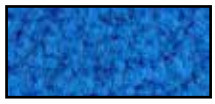

Silver Cloud


Charcoal


Onyx


Red


Silky Beige


Royal Blue

SPECIALTY BOOTH CARPET FOR PURCHASE 26oz

COLOR	SIZE	DISCOUNT	STANDARD	TOTAL
_____	_____ ft. x _____ ft. x	$20.00 sq. ft.	$25.00 sq. ft.	$_____


Soft Ivory

As indicated above, all pricing on carpets provided on a purchase basis include installation prior to move-in of the show, as well as vacuuming prior to show opening on the first day of the event.
Indicate overall dimensions: Length x Width x Price = Total

ACCESSORIES

	DISCOUNT	STANDARD	TOTAL
_____ 1/2" Rebond padding	$2.00 sq. ft.	$2.25 sq. ft.	$_____
_____ Visqueen poly to cover carpeting	$1.00 sq. ft.	$1.50 sq. ft.	$_____

ORDER TOTAL $_____

Exhibitor Name: _____

Phone #: _____ **Email:** _____

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

Order Summary and Payment Sheet MUST accompany this order. All terms and conditions as outlined on the Order Summary and Payment Sheet have been reviewed and understood.
RES Address: 9291 West Bryn Mawr, Rosemont, IL 60018 • RES Telephone: 847-696-2208 • Email: customerservice@rosemontexpo.com

Chicago Travel & Adventure Show

February 6-7, 2027

Deadline To Receive Discounted Rates:
January 22, 2027

10' x 10' Custom Fabric Displays

RES

Make a Lasting Impression - Without Breaking the Budget

Fabric exhibits are a smart, cost-effective solution for frequent exhibitors who want to stand out on the show floor. Each package includes a custom printed, seamless fabric graphic that is yours to keep for future events.

Our fabric packages are designed to save you time and hassle. Each includes:
Labor for installation and dismantle, rental frame, 10' x 10' standard carpet, one par light suspended from the ceiling to illuminate your custom graphic, and first-night vacuuming to keep your booth spotless.

Once your order is confirmed, one of our customer service representatives will contact you via email within one business day to coordinate your graphic specifications.

Artwork must be submitted by deadline date to receive the discount rate



10' CUSTOM FABRIC BACKWALL

☐ DISCOUNT **$3,200**

☐ STANDARD **$3,840**



10' FABRIC BACKWALL DISPLAY WITH LOW RETURN

☐ DISCOUNT **$5,500**

☐ STANDARD **$6,600**

STANDARD CARPET COLORS

Blue | Grey | Black | Red | Jade Green | Plum

Carpet Color: _____

ORDER TOTAL $_____

Exhibitor Name: _____

Phone #: _____ **Email:** _____

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

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

RES Address: 9291 West Bryn Mawr, Rosemont, IL 60018 • RES Telephone: 847-696-2208 • Email: customerservice@rosemontexpo.com

Chicago Travel & Adventure Show

February 6-7, 2027

Deadline To Receive Discounted Rates:
January 22, 2027

10' x 20' Custom Fabric Displays

RES

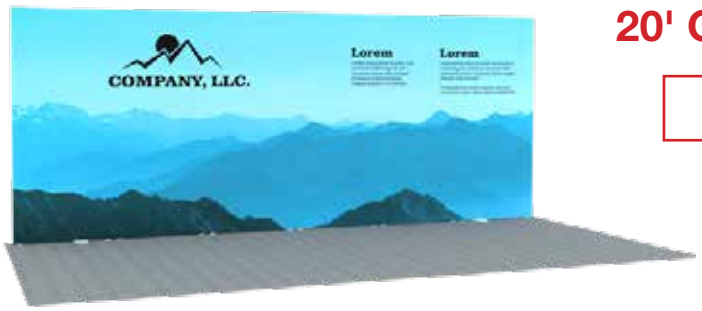
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Our fabric packages are designed to save you time and hassle. Each includes:
Labor for installation and dismantle, rental frame, 10' x 20' standard carpet, one par light suspended from the ceiling to illuminate your custom graphic, and first-night vacuuming to keep your booth spotless.

Once your order is confirmed, one of our customer service representatives will contact you via email within one business day to coordinate your graphic specifications.

Artwork must be submitted by deadline date to receive the discount rate



20' CUSTOM FABRIC BACKWALL

☐ DISCOUNT **$6,400**

☐ STANDARD **$7,680**



20' FABRIC BACKWALL DISPLAY WITH LOW RETURN

☐ DISCOUNT **$10,050**

☐ STANDARD **$12,060**

STANDARD CARPET COLORS

Blue | Grey | Black | Red | Jade Green | Plum

Carpet Color: _____

ORDER TOTAL $_____

Exhibitor Name: _____

Phone #: _____ **Email:** _____

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

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

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Chicago Travel & Adventure Show

February 6-7, 2027

Deadline To Receive Discounted Rates:
January 22, 2027

Exhibit Rental Hardwall Units

RES

☐ Hardwall Unit: 1HW

10ft wide x 8ft tall Backwall

DISCOUNT **$1,475**

STANDARD **$1,770**





For a booth template and art guideline sheet contact Chris Sowa at sowac@villageofrosemont.org or 847.993.4819

INCLUDED IN PACKAGE: Display Set-up and Dismantle, Standard Booth Carpet and a Standard Header as Seen Above

- Header Copy: _____

- Panel Color: _____

Black Grey Red Blue White

- Carpet Color: _____

Black Grey Red Blue Jade Green Plum

Additional Items	QUANTITY		DISCOUNT	STANDARD	TOTAL
Gooseneck	_____	x	$110.00	$150.00	$ _____
Product Shelf	_____	x	$55.00 each	$55.00 each	$ _____
Literature Shelf	_____	x	$55.00 each	$55.00 each	$ _____
1/2" Rebond Padding	_____	x	$2.00 sq. ft.	$2.25 sq. ft.	$ _____
Standard 1,000 Watts Electric Outlet	_____	x	$226.00 each	$306.50 each	$ _____
Wastebasket	_____	x	$17.50 each	$22.50 each	$_____
30” Diam. Round Table, 30" Tall (Black Top)	_____	x	$180.00	$240.00	$_____
30” Diam. Round Table, 42” Tall (Black Top)	_____	x	$180.00	$240.00	$_____
Arm Chair	_____	x	$105.00	$130.00	$_____
Black Barstool with Back	_____	x	$110.00	$135.00	$_____
Side Chair	_____	x	$80.00	$120.00	$_____
2’ x 6’ x 30” Skirted Table	_____	x	$130.00	$180.00	$_____
Skirt Color	_____				

Black Grey Red Blue White Burgundy Gold Teal Hunter Green

ORDER TOTAL $_____

Exhibitor Name: _____

Phone #: _____ **Email:** _____

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

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Chicago Travel & Adventure Show

February 6-7, 2027

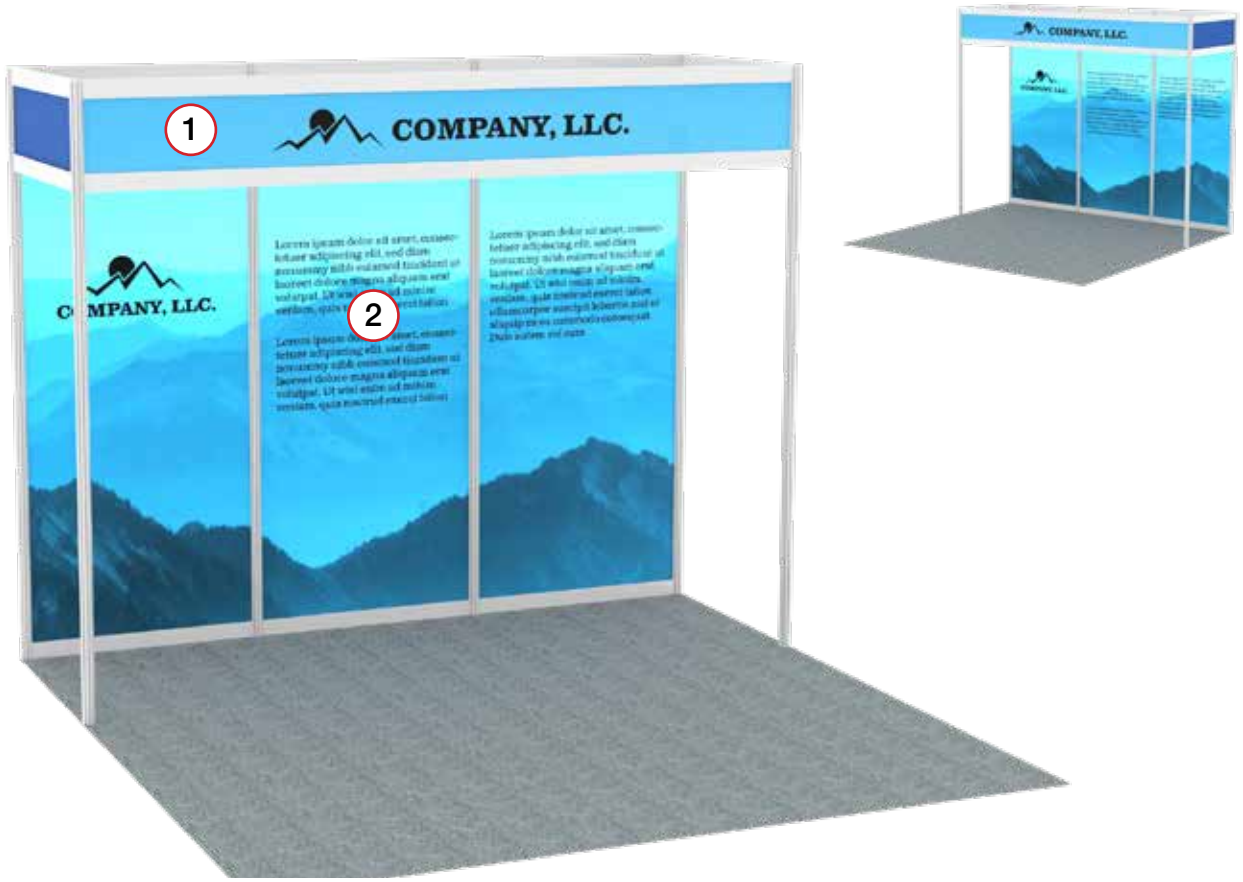
Deadline To Receive Discounted Rates:
January 22, 2027

Graphics for Hardwall Units

RES

GRAPHICS FOR 1HW

Exhibit Hardwall Unit Must Be Ordered



To submit artwork, booth template and art guideline sheet contact Chris Sowa at sowac@villageofrosemont.org or 847.993.4819
Artwork must be submitted by deadline date to receive the discount rate

Panel Dimensions:

(1) Header Panel - 117" x 11 3/4"

(2) Single Backwall Panel - 38 1/4" x 91 1/4"

GRAPHIC PANELS	QUANTITY		DISCOUNT	STANDARD	TOTAL
(1) Header Panel	_____	x	$170.00 each	$280.00 each	$ _____
(2) Single Backwall Panel	_____	x	$400.00 each	$575.00 each	$ _____

ORDER TOTAL $_____

Exhibitor Name: _____

Phone #:_____ Email:_____

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

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

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

Chicago Travel & Adventure Show

February 6-7, 2027

Deadline To Receive Discounted Rates:
January 22, 2027

Exhibit Rental Hardwall Units

RES

☐ Hardwall Unit: 2HW

10ft wide x 8ft tall Backwall

DISCOUNT **$2,100**

STANDARD **$2,520**





For a booth template and art guideline sheet contact Chris Sowa at sowac@villageofrosemont.org or 847.993.4819

INCLUDED IN PACKAGE: Display Set-up and Dismantle, Standard Booth Carpet and a Standard Header as Seen Above

- Header Copy: _____
- Panel Color: _____

Black Grey Red Blue White

- Carpet Color: _____

Black Grey Red Blue Jade Green Plum

Additional Items	QUANTITY		DISCOUNT	STANDARD	TOTAL
Gooseneck	_____	x	$110.00	$150.00	$ _____
Product Shelf	_____	x	$55.00 each	$55.00 each	$ _____
Literature Shelf	_____	x	$55.00 each	$55.00 each	$ _____
1/2" Rebond Padding	_____	x	$2.00 sq. ft.	$2.25 sq. ft.	$ _____
Standard 1,000 Watts Electric Outlet	_____	x	$226.00 each	$306.50 each	$ _____
Wastebasket	_____	x	$17.50 each	$22.50 each	$ _____
30” Diam. Round Table, 30" Tall (Black Top)	_____	x	$180.00	$240.00	$ _____
30” Diam. Round Table, 42” Tall (Black Top)	_____	x	$180.00	$240.00	$ _____
Arm Chair	_____	x	$105.00	$130.00	$ _____
Black Barstool with Back	_____	x	$110.00	$135.00	$ _____
Side Chair	_____	x	$80.00	$120.00	$ _____
2’ x 6’ x 30” Skirted Table	_____	x	$130.00	$180.00	$ _____
Skirt Color	_____				

Black Grey Red Blue White Burgundy Gold Teal Hunter Green

ORDER TOTAL $_____

Exhibitor Name: _____

Phone #: _____ **Email:** _____

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

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

Chicago Travel & Adventure Show

February 6-7, 2027

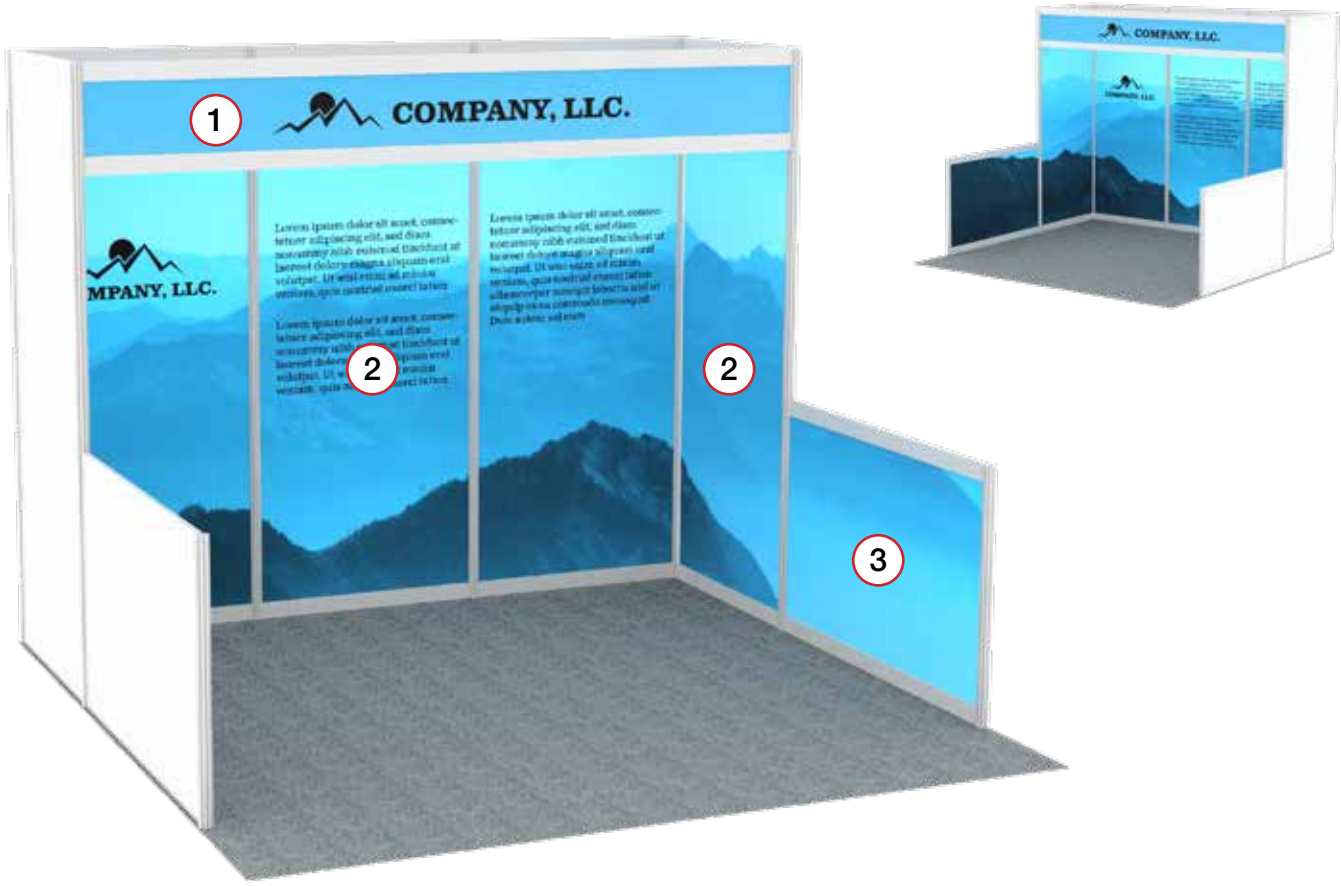
Deadline To Receive Discounted Rates:
January 22, 2027

Graphics for Hardwall Units

RES

GRAPHICS FOR 2HW

Exhibit Hardwall Unit Must Be Ordered



To submit artwork, booth template and art guideline sheet contact Chris Sowa at sowac@villageofrosemont.org or 847.993.4819
Artwork must be submitted by deadline date to receive the discount rate

Panel Dimensions:

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

GRAPHIC PANELS	QUANTITY	DISCOUNT	STANDARD	TOTAL
(1) Header Panel	_____ x	$170.00 each	$280.00 each	$ _____
(2) Single Backwall Panel	_____ x	$400.00 each	$575.00 each	$ _____
(3) Return Panel	_____ x	$220.00 each	$374.00 each	$ _____

ORDER TOTAL $_____

Exhibitor Name: _____

Phone #:_____ **Email:**_____

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

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Chicago Travel & Adventure Show

February 6-7, 2027

Deadline To Receive Discounted Rates:
January 22, 2027

Exhibit Rental Hardwall Units

RES

☐ Hardwall Unit: 3HW

10ft wide x 8ft tall Backwall

DISCOUNT **$2,800**

STANDARD **$3,360**





For a booth template and art guideline sheet contact Chris Sowa at sowac@villageofrosemont.org or 847.993.4819

INCLUDED IN PACKAGE: Display Set-up and Dismantle, Standard Booth Carpet and a Standard Header as Seen Above

- Header Copy: _____
- Panel Color: _____

Black Grey Red Blue White

- Carpet Color: _____

Black Grey Red Blue Jade Green Plum

Additional Items	QUANTITY		DISCOUNT	STANDARD	TOTAL
Gooseneck	_____	x	$110.00	$150.00	$ _____
Product Shelf	_____	x	$55.00 each	$55.00 each	$ _____
Literature Shelf	_____	x	$55.00 each	$55.00 each	$ _____
1/2" Rebond Padding	_____	x	$2.00 sq. ft.	$2.25 sq. ft.	$ _____
Standard 1,000 Watts Electric Outlet	_____	x	$226.00 each	$306.50 each	$ _____
Wastebasket	_____	x	$17.50 each	$22.50 each	$_____
30” Diam. Round Table, 30" Tall (Black Top)	_____	x	$180.00	$240.00	$_____
30” Diam. Round Table, 42” Tall (Black Top)	_____	x	$180.00	$240.00	$_____
Arm Chair	_____	x	$105.00	$130.00	$_____
Black Barstool with Back	_____	x	$110.00	$135.00	$_____
Side Chair	_____	x	$80.00	$120.00	$_____
2’ x 6’ x 30” Skirted Table	_____	x	$130.00	$180.00	$_____
Skirt Color	_____				

Black Grey Red Blue White Burgundy Gold Teal Hunter Green

ORDER TOTAL $_____

Exhibitor Name: _____

Phone #: _____ **Email:** _____

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

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Chicago Travel & Adventure Show

February 6-7, 2027

Deadline To Receive Discounted Rates:
January 22, 2027

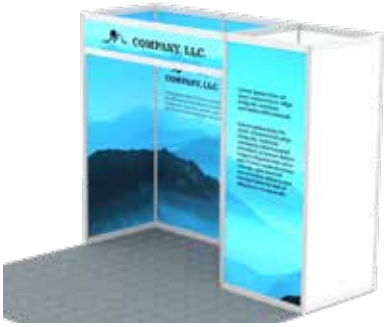
Graphics for Hardwall Units

RES

GRAPHICS FOR 3HW

Exhibit Hardwall Unit Must Be Ordered





To submit artwork, booth template and art guideline sheet contact Chris Sowa at sowac@villageofrosemont.org or 847.993.4819
Artwork must be submitted by deadline date to receive the discount rate

Panel Dimensions:

(1) Header Panel - 77 1/2" x 11 3/4"
(2) Single Backwall Panel - 38 1/4" x 91 1/4"
(3) Door Panel - 31 13/16" x 73 1/4"
(4) Door Fascia - 38 1/4" x 11 3/4"

GRAPHIC PANELS	QUANTITY	DISCOUNT	STANDARD	TOTAL
(1) Header Panel	_____ x	$120.00 each	$204.00 each	$ _____
(2) Single Backwall Panel	_____ x	$400.00 each	$575.00 each	$ _____
(3) Door Panel	_____ x	$340.00 each	$490.00 each	$ _____
(4) Door Fascia	_____ x	$75.00 each	$105.00 each	$ _____

ORDER TOTAL $_____

Exhibitor Name: _____

Phone #: _____ **Email:** _____

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

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Chicago Travel & Adventure Show

February 6-7, 2027

Deadline To Receive Discounted Rates:
January 22, 2027

Exhibit Rental Hardwall Units

RES

☐ Hardwall Unit: 4HW

20ft wide x 8ft tall Backwall

DISCOUNT **$3,350**

STANDARD **$4,020**





For a booth template and art guideline sheet contact Chris Sowa at sowac@villageofrosemont.org or 847.993.4819

INCLUDED IN PACKAGE: Display Set-up and Dismantle, Standard Booth Carpet and a Standard Header as Seen Above

- Header Copy: _____
- Panel Color: _____

Black Grey Red Blue White

- Carpet Color: _____

Black Grey Red Blue Jade Green Plum

Additional Items	QUANTITY		DISCOUNT	STANDARD	TOTAL
Gooseneck	_____	x	$110.00	$150.00	$ _____
Product Shelf	_____	x	$55.00 each	$55.00 each	$ _____
Literature Shelf	_____	x	$55.00 each	$55.00 each	$ _____
1/2" Rebond Padding	_____	x	$2.00 sq. ft.	$2.25 sq. ft.	$ _____
Standard 1,000 Watts Electric Outlet	_____	x	$226.00 each	$306.50 each	$ _____
Wastebasket	_____	x	$17.50 each	$22.50 each	$_____
30” Diam. Round Table, 30" Tall (Black Top)	_____	x	$180.00	$240.00	$_____
30” Diam. Round Table, 42” Tall (Black Top)	_____	x	$180.00	$240.00	$_____
Arm Chair	_____	x	$105.00	$130.00	$_____
Black Barstool with Back	_____	x	$110.00	$135.00	$_____
Side Chair	_____	x	$80.00	$120.00	$_____
2’ x 6’ x 30” Skirted Table	_____	x	$130.00	$180.00	$_____
Skirt Color	_____				

Black Grey Red Blue White Burgundy Gold Teal Hunter Green

ORDER TOTAL $_____

Exhibitor Name: _____

Phone #: _____ **Email:** _____

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

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

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Chicago Travel & Adventure Show

February 6-7, 2027

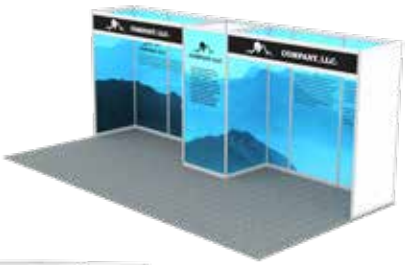
Deadline To Receive Discounted Rates:
January 22, 2027

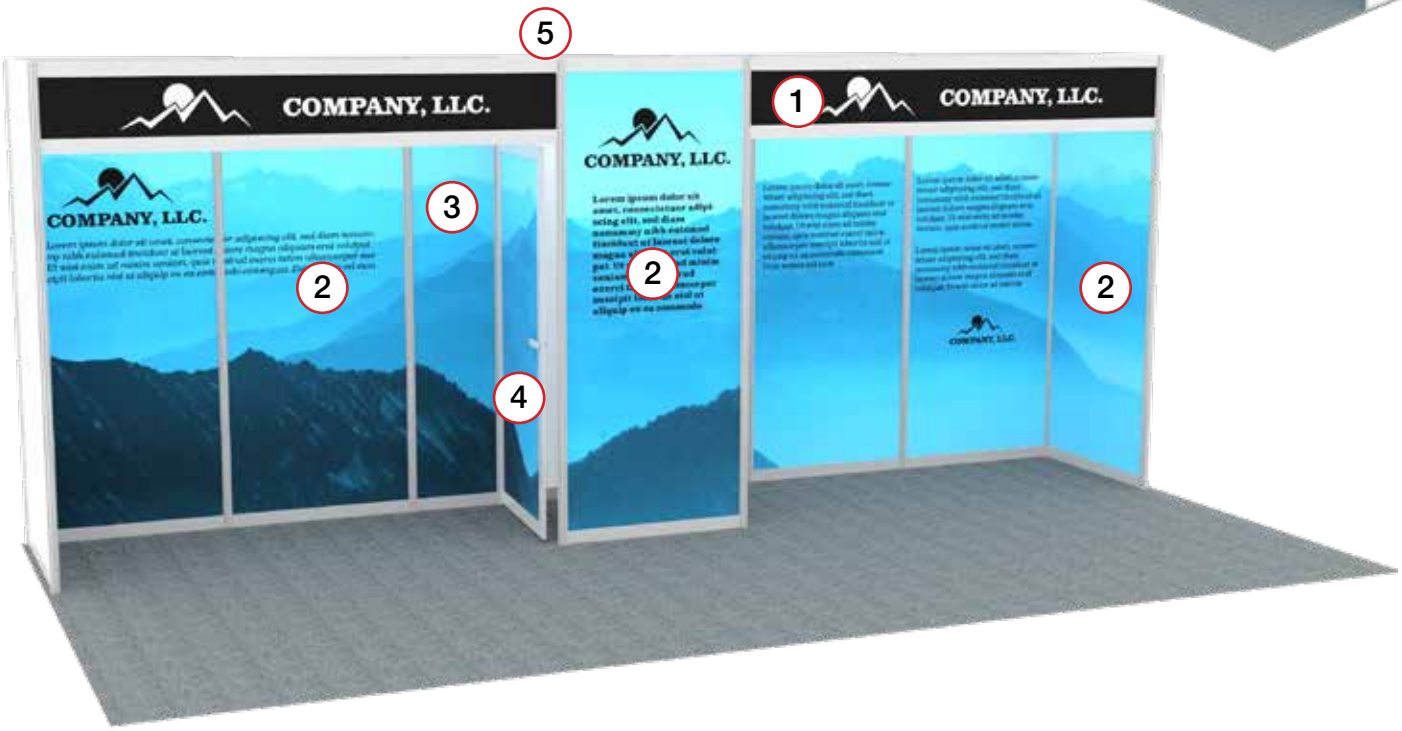
Graphics for Hardwall Units

RES

GRAPHICS FOR 4HW

Exhibit Hardwall Unit Must Be Ordered





To submit artwork, booth template and art guideline sheet contact Chris Sowa at sowac@villageofrosemont.org or 847.993.4819
Artwork must be submitted by deadline date to receive the discount rate

Panel Dimensions:

(1) Header Panel - 97 1/8" x 11 3/4"
(2) Single Backwall Panel - 38 1/4" x 91 1/4"
(3) Single Backwall Panel - 18 1/2" x 91 1/4"
(4) Door Panel - 31 13/16" x 73 1/4"
(5) Door Fascia - 38 1/4" x 11 3/4"

GRAPHIC PANELS	QUANTITY		DISCOUNT	STANDARD	TOTAL
(1) Header Panel	_____	x	$150.00 each	$255.00 each	$ _____
(2) Single Backwall Panel (38 1/4")	_____	x	$400.00 each	$575.00 each	$ _____
(3) Single Backwall Panel (18 1/2")	_____	x	$200.00 each	$288.00 each	$ _____
(4) Door Panel	_____	x	$340.00 each	$490.00 each	$ _____
(5) Door Fascia	_____	x	$75.00 each	$105.00 each	$ _____

ORDER TOTAL $_____

Exhibitor Name: _____

Phone #: _____ **Email:** _____

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

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Chicago Travel & Adventure Show

February 6-7, 2027

Deadline To Receive Discounted Rates:
January 22, 2027

Exhibit Rental Hardwall Units

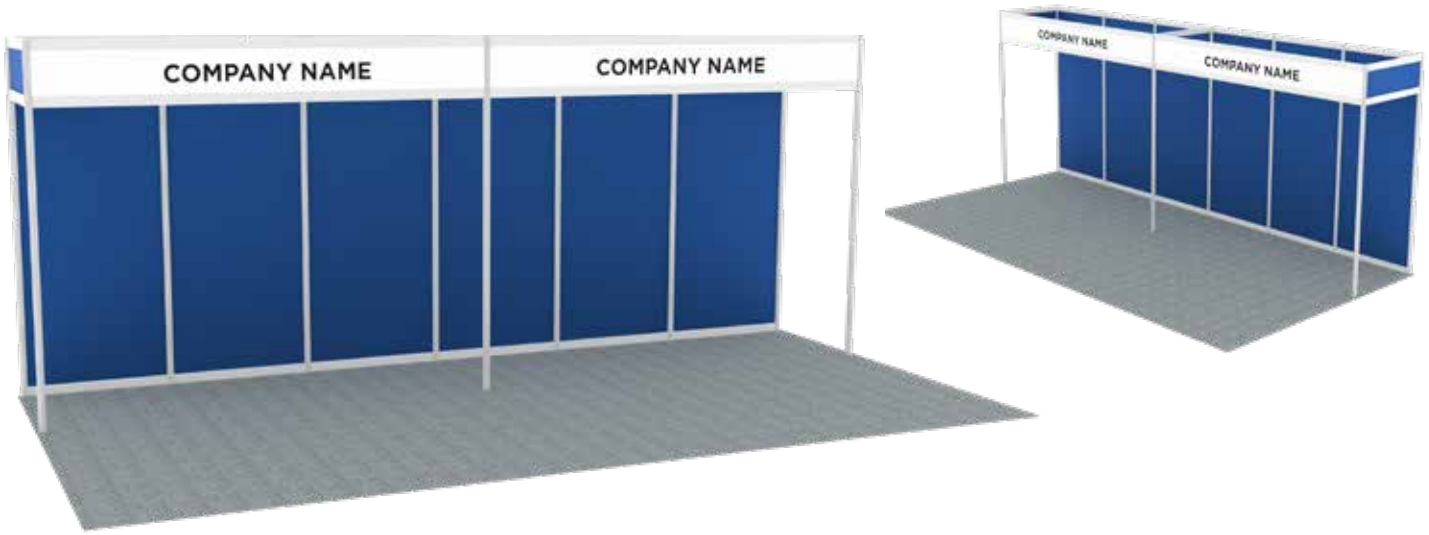
RES

☐ Hardwall Unit: 5HW

20ft wide x 8ft tall Backwall

DISCOUNT **$2,600**

STANDARD **$3,120**



For a booth template and art guideline sheet contact Chris Sowa at sowac@villageofrosemont.org or 847.993.4819

INCLUDED IN PACKAGE: Display Set-up and Dismantle, Standard Booth Carpet and a Standard Header as Seen Above

- Header Copy: _____

- Panel Color: _____

  Black Grey Red Blue White

- Carpet Color: _____

  Black Grey Red Blue Jade Green Plum

Additional Items	QUANTITY		DISCOUNT	STANDARD	TOTAL
Gooseneck	_____	x	$110.00	$150.00	$ _____
Product Shelf	_____	x	$55.00 each	$55.00 each	$ _____
Literature Shelf	_____	x	$55.00 each	$55.00 each	$ _____
1/2" Rebond Padding	_____	x	$2.00 sq. ft.	$2.25 sq. ft.	$ _____
Standard 1,000 Watts Electric Outlet	_____	x	$226.00 each	$306.50 each	$ _____
Wastebasket	_____	x	$17.50 each	$22.50 each	$_____
30” Diam. Round Table, 30" Tall (Black Top)	_____	x	$180.00	$240.00	$_____
30” Diam. Round Table, 42” Tall (Black Top)	_____	x	$180.00	$240.00	$_____
Arm Chair	_____	x	$105.00	$130.00	$_____
Black Barstool with Back	_____	x	$110.00	$135.00	$_____
Side Chair	_____	x	$80.00	$120.00	$_____
2’ x 6’ x 30” Skirted Table	_____	x	$130.00	$180.00	$_____
Skirt Color	_____				

Black Grey Red Blue White Burgundy Gold Teal Hunter Green

ORDER TOTAL $_____

Exhibitor Name: _____

Phone #: _____ **Email:** _____

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

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

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

Chicago Travel & Adventure Show

February 6-7, 2027

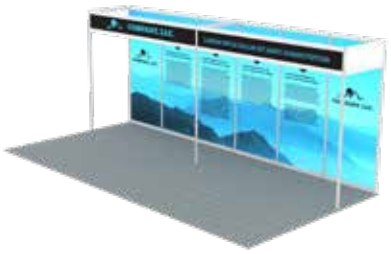
Deadline To Receive Discounted Rates:
January 22, 2027

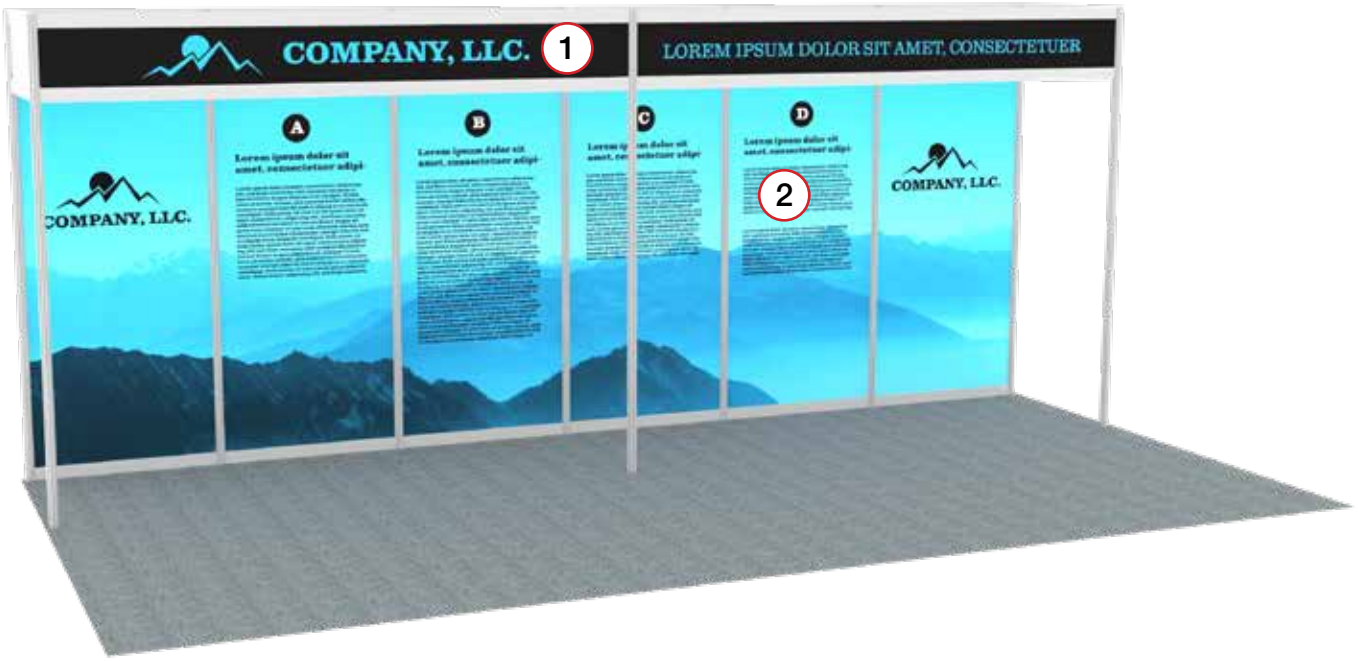
Graphics for Hardwall Units

RES

GRAPHICS FOR 5HW

Exhibit Hardwall Unit Must Be Ordered





To submit artwork, booth template and art guideline sheet contact Chris Sowa at sowac@villageofrosemont.org or 847.993.4819
Artwork must be submitted by deadline date to receive the discount rate

Panel Dimensions:

(1) Header Panel - 117" x 11 3/4"
(2) Single Backwall Panel - 38 1/4" x 91 1/4"

GRAPHIC PANELS	QUANTITY		DISCOUNT	STANDARD	TOTAL
(1) Header Panel	_____	x	$170.00 each	$280.00 each	$ _____
(2) Single Backwall Panel	_____	x	$400.00 each	$575.00 each	$ _____

ORDER TOTAL $_____

Exhibitor Name: _____

Phone #:_____ **Email:**_____

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

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

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

Chicago Travel & Adventure Show

February 6-7, 2027

Deadline To Receive Discounted Rates:
January 22, 2027

Exhibit Rental Hardwall Units

RES

☐ Hardwall Unit: 6HW

20ft wide x 8ft tall Backwall

DISCOUNT **$3,900**

STANDARD **$4,680**





For a booth template and art guideline sheet contact Chris Sowa at sowac@villageofrosemont.org or 847.993.4819

INCLUDED IN PACKAGE: Display Set-up and Dismantle, Standard Booth Carpet and a Standard Header as Seen Above

- Header Copy: _____

- Panel Color: _____

Black Grey Red Blue White

- Carpet Color: _____

Black Grey Red Blue Jade Green Plum

Additional Items	QUANTITY		DISCOUNT	STANDARD	TOTAL
Gooseneck	_____	x	$110.00	$150.00	$ _____
Product Shelf	_____	x	$55.00 each	$55.00 each	$ _____
Literature Shelf	_____	x	$55.00 each	$55.00 each	$ _____
1/2" Rebond Padding	_____	x	$2.00 sq. ft.	$2.25 sq. ft.	$ _____
Standard 1,000 Watts Electric Outlet	_____	x	$226.00 each	$306.50 each	$ _____
Wastebasket	_____	x	$17.50 each	$22.50 each	$_____
30” Diam. Round Table, 30" Tall (Black Top)	_____	x	$180.00	$240.00	$_____
30” Diam. Round Table, 42” Tall (Black Top)	_____	x	$180.00	$240.00	$_____
Arm Chair	_____	x	$105.00	$130.00	$_____
Black Barstool with Back	_____	x	$110.00	$135.00	$_____
Side Chair	_____	x	$80.00	$120.00	$_____
2’ x 6’ x 30” Skirted Table	_____	x	$130.00	$180.00	$_____
Skirt Color	_____				

Black Grey Red Blue White Burgundy Gold Teal Hunter Green

ORDER TOTAL $_____

Exhibitor Name: _____

Phone #: _____ **Email:** _____

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

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

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

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February 6-7, 2027

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January 22, 2027

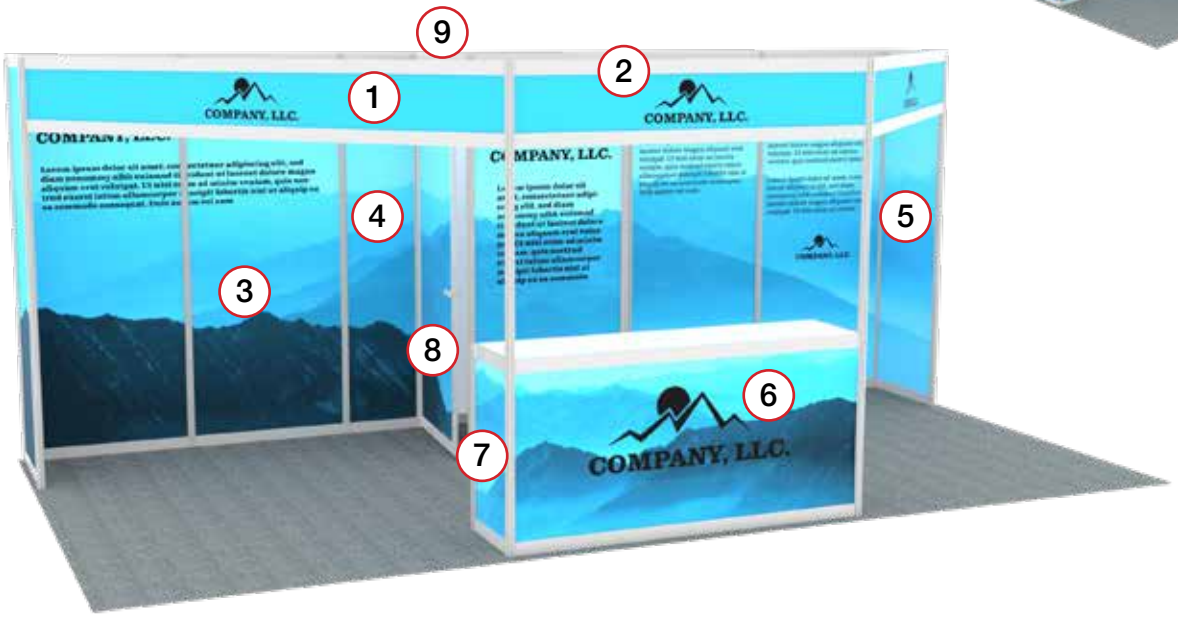
Graphics for Hardwall Units

RES

GRAPHICS FOR 6HW

Exhibit Hardwall Unit Must Be Ordered





To submit artwork, booth template and art guideline sheet contact Chris Sowa at sowac@villageofrosemont.org or 847.993.4819
Artwork must be submitted by deadline date to receive the discount rate

Panel Dimensions:

(1) Header Panel - 117" x 11 3/4"
(2) Header Panel - 77 1/2" x 11 3/4"
(3) Single Backwall Panel - 38 1/4" x 91 1/4"
(4) Single Backwall Panel - 18 1/2" x 91 1/4"
(5) Return Panel - 26 5/8" x 91 1/4"
(6) Counter Front - 77 1/2" x 34 3/8"
(7) Counter Side - 18 1/2" x 34 3/8"
(8) Door Panel - 31 13/16" x 73 1/4"
(9) Door Fascia - 38 1/4" x 11 3/4

GRAPHIC PANELS	QUANTITY		DISCOUNT	STANDARD	TOTAL
(1) Header Panel (117")	_____	x	$170.00 each	$280.00 each	$ _____
(2) Header Panel (77 1/2")	_____	x	$120.00 each	$204.00 each	$ _____
(3) Single Backwall Panel (38 1/4")	_____	x	$400.00 each	$575.00 each	$ _____
(4) Single Backwall Panel (18 1/2")	_____	x	$200.00 each	$288.00 each	$ _____
(5) Return Panel	_____	x	$265.00 each	$450.00 each	$ _____
(6) Counter Front	_____	x	$275.00 each	$467.00 each	$ _____
(7) Counter Side	_____	x	$88.00 each	$150.00 each	$ _____
(8) Door Panel	_____	x	$340.00 each	$490.00 each	$ _____
(9) Door Fascia	_____	x	$75.00 each	$105.00 each	$ _____

ORDER TOTAL $_____

Exhibitor Name: _____

Phone #: _____ **Email:** _____

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

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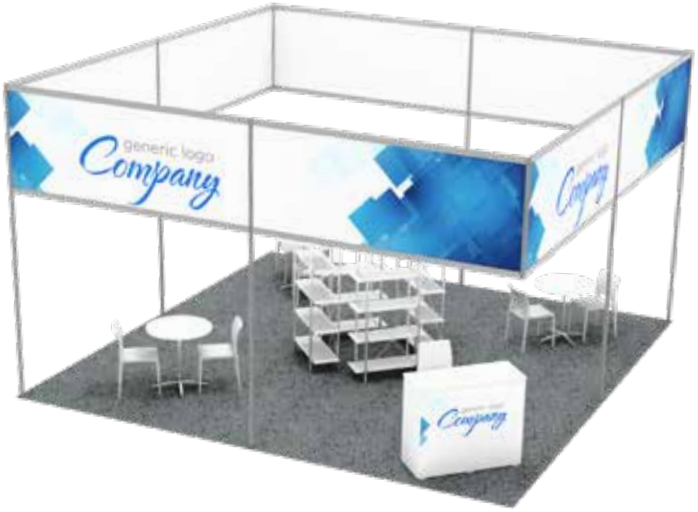
RES Address: 9291 West Bryn Mawr, Rosemont, IL 60018 • RES Telephone: 847-696-2208 • RES Fax: 847-696-9797

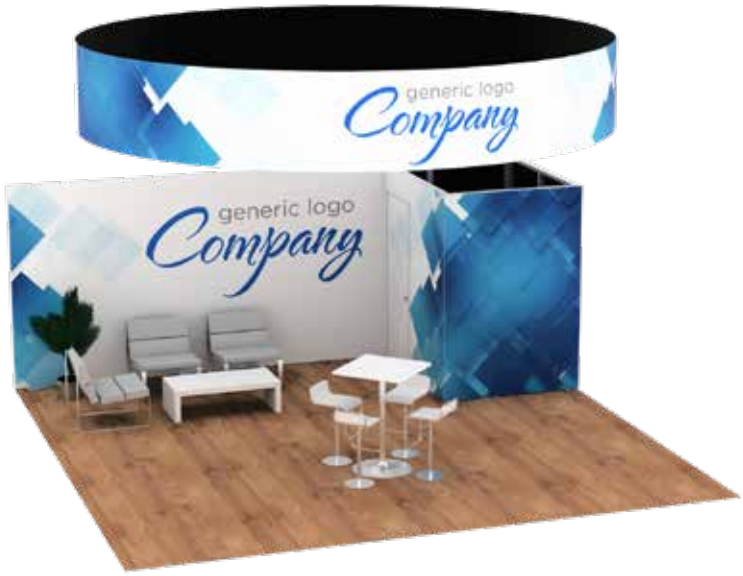
RES Custom Booth Rentals

In addition to our turnkey booth packages, RES offers customized booth display units to meet all of your personalized needs. Our design team will assist you in creating exactly what you need to maximize your show experience. Our custom designs are crafted to fit into any display space whether big or small.

Custom booths are priced in an economical, competitive manner which allows you to make a big impression while staying within your budget.

Our team offers customized service from start to finish to help bring your brand to life in a creative and effective way.







For more information on our custom booth display units, including price quotes, contact Johnny Gulo at 847-993-4803 or via e-mail at guloj@villageofrosemont.org

Chicago Travel & Adventure Show

February 6-7, 2027

Deadline To Receive Discounted Rates:
January 22, 2027

Stages RES

Please Mail, E-mail or Fax Completed Form to RES:
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customerservice@rosemontexpo.com



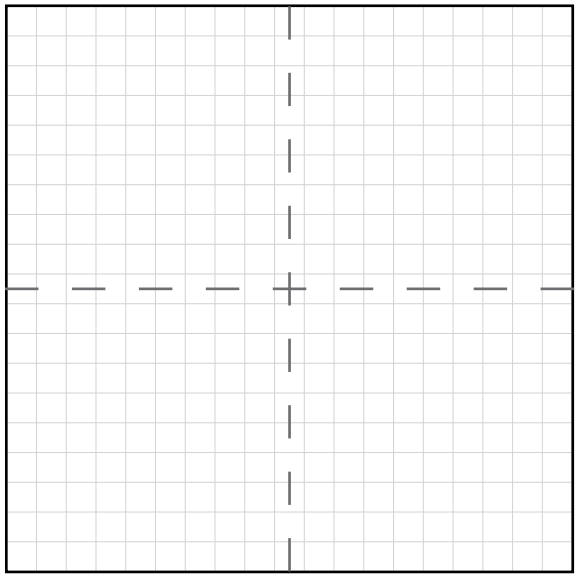
STAGES

Stages are sold in 4' x 8' platform sections and come with carpeting and skirting. Select carpet and skirting color below.

	QTY.		STANDARD	TOTAL
4’ x 8’ x 16” High Platform	_____	x	$395.00 per section	$_____
4’ x 8’ x 24” High Platform	_____	x	$420.00 per section	$_____
Set of Steps	_____	x	$95.00 each	$_____

Adjacent Booth / Aisle # _____

Adjacent Booth / Aisle # _____



Select Platform Carpeting Color _____

Black Grey Red Blue

Select Platform Skirting Color _____

Black Grey Red Blue White

ORDER TOTAL $_____

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

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

Exhibitor Name: _____

Phone #: _____ **Email:** _____

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

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

Chicago Travel & Adventure Show

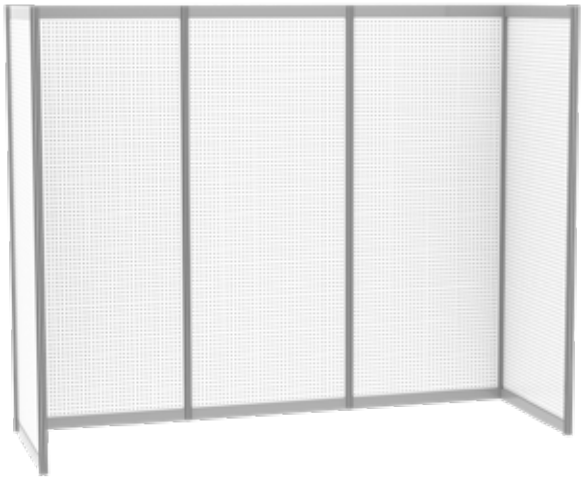
February 6-7, 2027

Deadline To Receive Discounted Rates:
January 22, 2027

Pegboard Rentals

RES

Please Mail, E-mail or Fax Completed Form to RES:
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customerservice@rosemontexpo.com





literature Shelf
42" x 13" x .75"



Product Shelf
42" x 13" x .75"



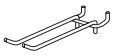
Straight Hook



Loop Hook



Single Hook



Double Hook

PEGBOARD 1/4" Hole Size

10' x 10' BOOTH	QTY.	DISCOUNT	STANDARD	TOTAL
Booth with 1 meter Returns (8' high x 10' wide)	_____	$775.00	$957.00	$_____
Additional 10' Multiples (backwall only)	_____	$625.00	$825.00	$_____
Additional 1 meter panels	_____	$175.00	$325.00	$_____

SHELVES & HARDWARE & MATERIAL	QTY.	DISCOUNT	STANDARD	TOTAL
Product Shelves	_____	$55.00	$55.00	$_____
Literature Shelf	_____	$55.00	$55.00	$_____
Pegboard Straight Hook	_____	$3.50	$6.00	$_____
Pegboard Loop Hook	_____	$3.50	$6.00	$_____
Pegboard Single Hook	_____	$6.00	$8.50	$_____
Pegboard Double Hook	_____	$6.00	$8.50	$_____

ORDER TOTAL $_____

Exhibitor Name: _____

Phone #: _____ **Email:** _____

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

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

Chicago Travel & Adventure Show

February 6-7, 2027

Deadline To Receive Discounted Rates:
January 22, 2027

Slatwall Rentals

RES

Please Mail, E-mail or Fax Completed Form to RES:
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customerservice@rosemontexpo.com



Slatwall Hooks:
Sizes: 4" 6" 8"



Slatwall Shelf Bracket:
Size: 14"



Slatwall Waterfall Bracket:
Size: 16"



SLATWALL

10' x 10' BOOTH	QTY.	DISCOUNT	STANDARD	TOTAL
Booth with 1 meter Returns (8' high x 10' wide)	_____	$2,000.00	$3,125.00	$_____
Additional 10' Multiples (backwall only)	_____	$1,300.00	$1,975.00	$_____

	QTY.	DISCOUNT	STANDARD	TOTAL
Slatwall 1 Meter Sections	_____	$400.00	$600.00	$_____
Slatwall Hook 4"	_____	$17.50	$25.00	$_____
Slatwall Hook 6"	_____	$17.50	$25.00	$_____
Slatwall Hook 8"	_____	$17.50	$25.00	$_____
Slatwall Shelf Bracket	_____	$17.50	$25.00	$_____
Slatwall Waterfall Bracket	_____	$65.00	$90.00	$_____

Slatwall Color (Black, White, Grey) _____

ORDER TOTAL $_____

Exhibitor Name: _____

Phone #: _____ **Email:** _____

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

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

Chicago Travel & Adventure Show

February 6-7, 2027

Deadline To Receive Discounted Rates:
January 22, 2027

VU Case Rentals

RES

Please Mail, E-mail or Fax Completed Form to RES:
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customerservice@rosemontexpo.com

POWER IS NOT INCLUDED IN ORDER

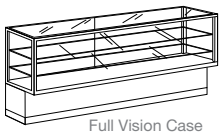
VISION CASE

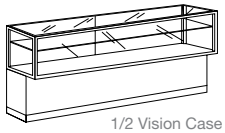
Full Vision Case Includes
1-8" and 1-10" glass shelf with adjustable brackets, 26" high front glass display section

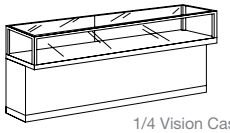
1/2 Vision Case Includes
1-10" glass shelf with adjustable brackets, 18" high front glass display section

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

	QTY.	DISCOUNT	STANDARD	TOTAL
5 ft. Full Vision Case	_____	$540.00	$620.00	$_____
6 ft. Full Vision Case	_____	$565.00	$645.00	$_____
5 ft. 1/2 Vision Case	_____	$515.00	$595.00	$_____
6 ft. 1/2 Vision Case	_____	$540.00	$620.00	$_____
5 ft. 1/4 Vision Case	_____	$490.00	$570.00	$_____
6 ft. 1/4 Vision Case	_____	$515.00	$595.00	$_____


Full Vision Case


1/2 Vision Case


1/4 Vision Case

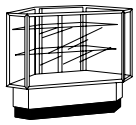
CORNER VISION CASE

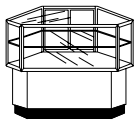
Full Corner Vision Case Includes
1-8" and 1-10" glass shelf with adjustable brackets, 26" high front glass display section

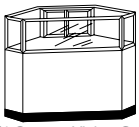
1/2 Corner Vision Case Includes
1-10" glass shelf with adjustable brackets, 18" high front glass display section

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

	QTY.	DISCOUNT	STANDARD	TOTAL
Full Corner Vision Case	_____	$515.00	$595.00	$_____
1/2 Corner Vision Case	_____	$490.00	$570.00	$_____
1/4 Corner Vision Case	_____	$490.00	$570.00	$_____


Full Corner Vision Case


1/2 Corner Vision Case

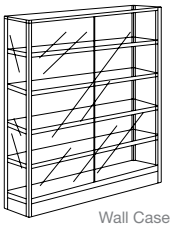

1/4 Corner Vision Case

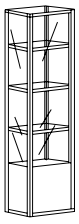
WALL & TOWER CASE

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

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

	QTY.	DISCOUNT	STANDARD	TOTAL
Solid Wall Case	_____	$590.00	$670.00	$_____
See-Thru Wall Case	_____	$565.00	$645.00	$_____
Tower Case	_____	$615.00	$695.00	$_____


Wall Case


Tower Case

ORDER TOTAL $_____

ADDITIONAL INFORMATION

- All showcases are 20" D x 38" H, have lights, locks, sliding mirror doors, grey exterior, off-white interior aluminum frames.
- 4' showcases available upon request. (limited quantities)
- Electrical hook-up is not included. Please order the outlet from electrical contractor. **Cases require a standard electrical service outlet 1-1000 watts**
- A $50.00 charge per showcase for late orders and changes made at show site.
- All keys must be left with showcase or a charge of $10.00 will be assessed.
- A $20.00 charge per additional shelf or size change of shelf.
- Shelf placement is exhibitors responsibility.
- Custom graphics can be ordered for the base of the cases.

Exhibitor Name: _____

Phone #:_____ **Email:**_____

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

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Chicago Travel & Adventure Show

February 6-7, 2027

Fabric Hanging Signs

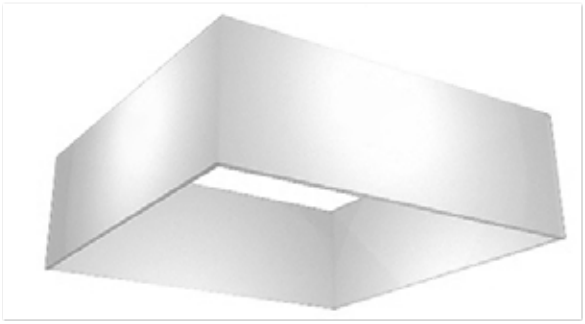
RES

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

Tension fabric products are a clean, modern way to showcase your brand. We are proud to offer a large selection of eye-catching hanging signs or customized booths that easily help your company stand out. Our fabric products are made of a soft-knit material (printed or unprinted) stretched over a lightweight aluminum framework. Once you choose your favorite design, customize it by adding your company logo and custom details.



CIRCLE SIGN



SQUARE SIGN



TRIANGLE SIGN



FOOTBALL SIGN



PINWHEEL SIGN

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

For more information, contact Chris Sowa at sowac@villageofrosemont.org or (847) 993-4819.

Note that there is a three week turn-around time on all fabric products.

Chicago Travel & Adventure Show

February 6-7, 2027

Custom Booth Graphics

Please Mail, E-mail or Fax Completed Form to RES:
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customerservice@rosemontexpo.com

CUSTOM BOOTH GRAPHICS

Leave a lasting impression with quality graphics from our graphics department. Our state-of-the-art sign shop can create anything from meter boards to banner stands that will help your booth stand out. All custom graphics include, production and delivery to your booth.



CHROME SIGN HOLDER WITH 22" x 28" SIGN
$175.00 - single sided
$225.00 - double sided



40" x 80"FREE STANDING SIGN
$400.00 - single sided
$600.00 - double sided



RETRACTING BANNER STAND 31.5" x 82"
$425.00 - single sided





BACKWALL GRAPHICS
(call for a quote)

For more information on custom graphics please contact
Chris Sowa at (847) 993-4819 or via email at sowac@villageofrosemont.org.

Exhibitor Name: _____

Phone #:_____ **Email:**_____

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

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

Chicago Travel & Adventure Show

February 6-7, 2027

Printing & Signage RES

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customerservice@rosemontexpo.com

FULL SERVICE IN-HOUSE GRAPHICS DEPARTMENT

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

FULL COLOR SIGNS:

11" x 14"	$37.50
22" x 14"	$55.00
22" x 28"	$90.00
24" x 36"	$130.00
28" x 44"	$155.00

Custom Sizes Available

FULL COLOR BANNERS:

Per Square Foot	$15.00
(Length x Width = Square Foot)	

COPIES:

	B&W	Color
1 - 150	$0.15 ea.	$0.80 ea.
151 - 500	$0.12 ea.	$0.70 ea.
501 - 1000	$0.10 ea.	$0.60 ea.
1001 and up	$0.05 ea.	$0.50 ea.

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

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

Sign Copy / Special Notes

Graphic Type

___ Sign ___ Banner ___ B&W Copies ___ Color Copies

Backing Materials

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

Sign Orientation

___ Vertical ( ) ___ Horizontal ( )

Color(s) _____

Size	Cost/Per	Quantity	Price

ORDER TOTAL $_____

Exhibitor Name: _____

Phone #: _____ **Email:** _____

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

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

Chicago Travel & Adventure Show

February 6-7, 2027

Deadline To Receive Discounted Rates:
January 22, 2027

RES Extras

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

RES Extras are available by contacting Rachel Eastman via email at eastmanr@villageofrosemont.org or (847) 993-4809.
We would also be happy to assist you with any other special booth requests you may have.

WATER COOLERS & SUPPLIES



	QUANTITY		RENTAL	TOTAL
Cold Water Cooler* Includes one 5 gal bottle Cups not included	_____	x	$180.00	$ _____
Hot & Cold Water Cooler* Includes one 5 gal bottle Cups not included	_____	x	$205.00	$ _____
Additional Water – 5 gal. Bottle	_____	x	$30.00	$ _____
Flat Bottom Cups / 500 (9 oz.)	_____	x	$40.00	$ _____
Styro Hot Cups / 500 (8 oz.)	_____	x	$55.00	$ _____

**Electric not included*

MISCELLANEOUS ITEMS



	QUANTITY		RENTAL	TOTAL
Hand Sanitizer Stand	_____	x	$125.00	$ _____
Hand Sanitizer Stand with Logo Logo Size 6.5" x 2.5"	_____	x	$150.00	$ _____
Mesh Raffle Drum	_____	x	$50.00	$ _____
Acrylic Raffle Drum	_____	x	$45.00	$ _____
Fish Bowl	_____	x	$25.00	$ _____
Fire Extinguisher	_____	x	$50.00	$ _____

	QTY.	DISCOUNT	STANDARD	TOTAL
Prep Sink	_____	$1,200.00	$1,500.00	$ _____

Width: 22 3/4" Depth: 25" Height: 35"
Cold water hook up and drain included with sink (Hot water ordered separately)

ORDER TOTAL $_____

Exhibitor Name: _____

Phone #: _____ Email: _____

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

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

Chicago Travel & Adventure Show

February 6-7, 2027

Deadline To Receive Discounted Rates:
January 22, 2027

Floral RES

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

TROPICAL PLANTS & TREES



			QUANTITY		PRICE	TOTAL
3FT GREEN PLANTS						
Arboricola _____	Marginata _____	Spath _____	_____	x	$70.00	$ _____
4FT GREEN PLANTS						
Palm _____	Ficus Bush _____	Schefflera _____	_____	x	$80.00	$ _____
5FT GREEN PLANTS						
Palm _____	Marginata _____		_____	x	$90.00	$ _____
6FT - 7FT GREEN PLANTS						
Palm _____	Marginata _____	Ficus Tree _____	_____	x	$100.00	$ _____
HANGING PLANTS						
Ivy _____	Pothos _____		_____	x	$50.00	$ _____
LARGE POTTED FERNS			_____	x	$65.00	$ _____

BLOOMING PLANTS



POTTED MUMS						
White _____	Lavender _____	Yellow _____	_____	x	$50.00	$ _____
POTTED AZALEAS						
White _____	Pink _____	Red _____	_____	x	$50.00	$ _____
POTTED BROMELIADS						
Red _____	Orange _____	Yellow _____	_____	x	$50.00	$ _____
POTTED BEGONIAS						
Pink _____	Orange _____	Red _____	Yellow _____	_____	x	$50.00	$ _____

Color of container for plants Black _____ White _____

FRESH FLORAL ARRANGEMENTS

please choose
TROPICAL or SEASONAL



SINGLE STEM PHALANEOPSIS ORCHID PLANT				
White _____ Fuchsia _____	_____	x	$130.00	$ _____
SMALL ARRANGEMENT (12" X 12")				
Colors _____	_____	x	$105.00	$ _____
MEDIUM ARRANGEMENT (18" X 14")				
Colors _____	_____	x	$130.00	$ _____
LARGE ARRANGEMENT (24" X 18")				
Colors _____	_____	x	$155.00	$ _____
CUSTOM ARRANGEMENT				
please call for quote	_____	x	Quote	$ _____

**Foliage Plants and architectural containers on rental basis.*
Price includes: Plant installation, architectural containers, servicing throughout the show & removal at the end of the show.
No adjustments or refunds can be made after the show opening.

ORDER TOTAL $_____

Exhibitor Name: _____

Phone #: _____ **Email:** _____

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

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

Chicago Travel & Adventure Show

February 6-7, 2027

Deadline To Receive Discounted Rates:
January 22, 2027

Creative Media Services

RES

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



Your story. Your audience. Your approach.

From exhibit photography to polished video storytelling, we help you capture the moments, products, and people that matter most. Tell us what you want to accomplish, and we'll design coverage around your needs and budget.









EXHIBIT & EVENT PHOTOGRAPHY

Booths, product displays, staff, attendees, and event moments.

VIDEO & INTERVIEWS

Product demos, testimonials, exhibitor stories, and event highlights.

SOCIAL & DIGITAL CONTENT

Short-form video and stills designed for your marketing channels.

Let's talk about your project.

Joel Sacramento | Meter Studio | 30+ years of production experience
joel@meterstudio.com | meterstudio.com | **312-952-5045**

Exhibitor Name: _____

Phone #: _____ Email: _____

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

Order Summary and Payment Sheet MUST accompany this order. All terms and conditions as outlined on the Order Summary and Payment Sheet have been reviewed and understood.
RES Address: 9291 West Bryn Mawr, Rosemont, IL 60018 • RES Telephone: 847-696-2208 • RES Fax: 847-696-9797

Chicago Travel & Adventure Show

February 6-7, 2027

Deadline To Receive Discounted Rates:
January 22, 2027

Accessible Storage

RES

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

DETAILS AND IMPORTANT INFORMATION

Access storage may be used for items that need to be accessed during the show. Examples include giveaways, extra machine parts, extra AV equipment, etc. Access storage is not empty storage, all orders for accessible storage must be placed on-site at the RES service center.

- While every attempt will be made to provide security for materials placed in accessible storage, RES assumes no liability for materials stored.
- Storage is for the entire show - no daily storage rate.
- Storage rate includes all labor involved with pick-up and deliveries.
- Accessible storage labels can be picked up at the RES service center
- Notify Service Desk personnel when materials are ready to be placed in accessible storage.

Rate is $1.20 per pound to include all labor

Weight _____ X $1.20 per pound _____ = _____

Exhibitor Name: _____

Phone #: _____ **Email:** _____

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

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

BOOTH ORDERING FORM

ROSEMONT CATERING BY ARAMARK

PLEASE E-MAIL COMPLETED FORM TO ROSEMONTCATERING@ARAMARK.COM
QUESTIONS? CALL 847-692-6415

ROSEMONT CATERING BY ARAMARK HAS EXCLUSIVE FOOD, BEVERAGE, AND LIQUOR DISTRIBUTION RIGHTS WITHIN THE DONALD E. STEPHENS CONVENTION CENTER AND BALLROOMS. ALL FOOD, BEVERAGE, AND LIQUOR ITEMS USED TO GENERATE TRAFFIC TO A SPECIFIC BOOTH MUST BE PURCHASED THROUGH ROSEMONT CATERING BY ARAMARK. ***EVERYTHING ON THE SHOW FLOOR WILL BE SERVED IN DISPOSABLES.***

PLEASE CLICK HERE TO SEE OUR FULL CATERING MENU

DATE (S) OF SERVICE: _____ START TIME: _____ END TIME: _____ ROOM/BOOTH #: _____

COMPANY NAME: _____

ADDRESS: _____ CITY: _____ STATE: _____ ZIP CODE: _____

EMAIL: _____ AUTHORIZED BY (PRINT NAME): _____

PHONE NUMBER: _____ SIGNATURE: _____

ITEM	QUANTITY	PRICE
BEVERAGES		
GALLON(S) OF COFFEE (15 CUPS)	_____	$75/GAL
GALLON OF DECAF COFFEE (15 CUPS)	_____	$75/GAL
HOT WATER & TEA BAGS WITH LEMON	_____	$75/GAL
INFUSED WATER (2 GALLONS MINIMUM)	_____	$80-$95
LEMONADE	_____	$65/GAL
ICED TEA (UNSWEETENED)	_____	$65/GAL
ASSORTED CAN SOFT DRINKS (12OZ.)	_____	$65/GAL
BOTTLED WATER (20OZ.)	_____	$4.75 EACH
SPARKING WATER	_____	$4.75EACH
ASSORTED BOTTLED JUICES	_____	$5.00 EACH
20LB BAG OF ICE	_____	$4.75 EACH
		$20.00
HOSTED BAR SET-UPS		
HOUSE BRANDS OF LIQUOR (PER DRINK)	_____	$10.00
DOMESTIC BOTTLED BEER (12OZ.)	_____	$8.00
PREMIUM BOTTLED BEER (12OZ.)	_____	$9.00
HOUSE WINE (6OZ.) (PER GLASS)	_____	$10.00
1/2 KEG BARREL		
ASK SALESPERSON FOR AVAILABLE SELECTION		
(ESTIMATED 150, 12OZ POURS)		
CRAFT BEER KEG 1/2BARREL	_____	M/V
DOMESTIC KEG 1/2 BARREL	_____	M/V
PREMIUM KEG 1/2BARREL	_____	M/V
BARTENDER (PER 4 HOURS)		
$250/HR, $50 EVERY ADDITIONAL HOUR		
PER ILLINOIS LIQUOR LAW ANY ALCOHOL SERVICE REQUIRES		
A BARTENDER TO BE STAFFED		
INDIVIDUAL BAGGED DRY SNACKS - PER DOZEN		
POTATO CHIPS	_____	$51.00
PRETZELS	_____	$51.00
POPCORN	_____	$51.00
SNACK MIX PEANUTS	_____	$51.00

ITEM	QUANTITY	PRICE
SPECIALITY BREAKS - PER PERSON (MINIMUM 25 PEOPLE)		
HUMMUS DISPLAY Lemon Garlic, Red Pepper and Cilantro Jalapeno Hummus with grilled Pita	_____	$10.00
SOUTH OF THE BORDER Roasted Tomato Salsa, Guacamole, Pico de Gallo, Tortilla Chips	_____	$12.50
HOUSE MADE POTATO CHIPS & DIP French Onion drip	_____	$9.25
SMOOTHIES- PRICE PER GALLON Mango Dream, Very Berry, Strawberry Banana	_____	$100.00
BAKERY- PER DOZEN		
TOFFEE CRUNCH BLONDIES	_____	$55.00
BROWNIES	_____	$55.00
ASSORTED COOKIES	_____	$50.00
ASSORTED MUFFINS	_____	$50.00
ASSORTED BAGELS	_____	$57.00
ENHANCEMENTS - PER PERSON (MINIMUM 25 PEOPLE)		
ARTISANAL CHEESE BOARD With Rustic Breads & Crackers	_____	$15.00
CRUDITES WITH BUTTERMILK RANCH	_____	$12.00
CHARCUTERIE BOARD Imported and Domestic Meat and cheese, Olives, Crostini, Flatbread	_____	$18.00
SLIDERS - 50 PER ORDER		
CHEESEBURGER Grilled Onions, Cheese	_____	$375.00
PULLED PORK Pickle, Red Onion	_____	$350.00
BUFFALO CHICKEN Blue Cheese, Red Onion	_____	$350.00
PORTOBELLO MUSHROOM Mozzarella, Tomato Balsamic Chutney	_____	$400.00
CHICAGO STYLE - PER PERSON PRICE		
(MINIMUM 25 ORDERS PER SELECTIONS)		
DEEP DISH PIZZA - 6 SLICES PER PIZZA Cheese, Sausage, Pepperoni, Seasonal Vegetable	_____	$58.00
MINI CHICAGO HOT DOG - 2 PER ORDER Relish, Onion, Tomato, Sport Peppers, Mustard, Pickles, Celery Salt, Ketchup	_____	$9.00
MINI ITALIAN BEEF - 2 PER ORDER Peppers, Onions, Giardiniera, Mozzarella	_____	$18.00

PAYMENT:

A SALESPERSON WILL REACH OUT WITH A PAYMENT LINK OR PAYMENT AUTHORIZATION FORM.

ALL FOOD & BEVERAGE ORDERS AND DELIVERY ARE SUBJECT TO 22% ADMIN FEE & TAXES. PRICES ARE SUBJECT TO CHANGE WITHOUT NOTICE. $40 DELIVERY FEE WILL APPLY FOR ANY ORDER OR REORDER LESS THAN $200. FOR MORE CATERING OPTIONS, ASK THE SALESPERSON TO SEE THE CATERING MENUS. ORDERS ARE NOT CONSIDERED CONFIRMED UNTIL A SALESPERSON HAS CONFIRMED IT WITH YOU VIA EMAIL, PRE-PAYMENT WAS SUBMITTED, AND A CATERING AGREEMENT HAS BEEN SIGNED. A 20% LATE FEE WILL APPLY FOR ANY ORDERS PLACED WITHIN 5 BUSINESS DAYS OF AN EVENT.

APPLICATION FOR SAMPLING ON EXHIBIT FLOOR

Rosemont Catering by aramark

PLEASE E-MAIL COMPLETED FORM TO
ROSEMONTCATERING@ARAMARK.COM
QUESTIONS? CALL 847-692-6415

SHOW: _____ DATES:_____ BOOTH #: _____

COMPANY NAME: _____ CONTACT NAME: _____

ADDRESS: _____ CITY: _____ STATE: _____ ZIP CODE: _____

EMAIL: _____ AUTHORIZED BY (PRINT NAME): _____

PHONE NUMBER: _____ SIGNATURE: _____

DESCRIPTION OF SAMPLING: _____

COMPLETING THIS APPLICATION DOES NOT GUARANTEE YOU MAY SAMPLE ON THE SHOW FLOOR.
YOU MUST CONTACT ROSEMONT CATERING BY ARAMARK FOR FURTHER INFORMATION AND APPROVAL.

GENERAL CONDITIONS

- ITEMS DISPENSED ARE LIMITED TO PRODUCTS MANUFACTURED, PROCESSED OR DISTRIBUTED BY EXHIBITING COMPANIES AND ARE RELATED TO THE PURPOSE OF THE SHOW.
- ALL ITEMS ARE LIMITED TO SAMPLE SIZE AND MUST BE DISPENSED/DISTRIBUTED IN ACCORDANCE WITH LOCAL AND STATE HEALTH CODES:
  - NON-ALCOHOLIC BEVERAGES LIMITED TO MAXIMUM OF 2 OZ. SAMPLE SIZE
  - FOOD ITEMS ARE LIMITED TO “BITE SIZE” (2X2 OR 2 OUNCES)
- ALCOHOLIC BEVERAGES CANNOT BE DISTRIBUTED WITHOUT PRIOR WRITTEN CONSENT OF ROSEMONT CATERING.
  - ALL ALCOHOL SAMPLES MUST BE A 1 OZ SAMPLE SIZE
  - ANYONE OFFERING ALCOHOL SAMPLES WILL BE REQUIRED TO OBTAIN A TEMPORARY LIQUOR PERMIT FROM THE VILLAGE OF ROSEMONT OR HIRE AN ARAMARK BARTENDER AT $250+ PER 4 HOURS, $50+ PER ADDITIONAL HOUR TO POUR SAMPLES.
- SPONSORSHIPS OR DONATIONS INVOLVING FOOD AND/OR BEVERAGE PRODUCTS ARE SUBJECT TO A USER FEE FOR FOOD PRODUCTS AND CORKAGE FEE FOR BEVERAGE PRODUCTS. THIS CHARGE IS DETERMINED BASED ON THE INDIVIDUAL SHOW/EVENT.
- OTHER FOOD AND/OR BEVERAGE ITEMS USED AS TRAFFIC PROMOTER (I.E.: COFFEE, SOFT DRINKS, BOTTLED WATER, POPCORN, ETC.), SERVICE FOR EXHIBITION STAFF OR EVENTS MUST BE PURCHASED FROM ROSEMONT CATERING.

COOKING ON THE EXHIBIT FLOOR

CONTACT ROSEMONT CATERING WITH A LIST OF EQUIPMENT BEING USED FOR COOKING/WARMING PURPOSES. EXHIBITORS WILL BE REQUIRED TO FOLLOW THE RULES & REGULATIONS SET FORTH BY THE ROSEMONT FIRE DEPARTMENT (R.F.D.). THE R.F.D. WILL INSPECT THE EQUIPMENT ON SITE CONTINUOUSLY DURING THE SHOW. EXHIBITORS WILL BE RESPONSIBLE TO SUPPLY FIRE EXTINGUISHERS APPROVED BY THE R.F.D. WITHIN THEIR EXHIBITS SPACE. A TEMPORARY FOOD HEALTH PERMIT WILL ALSO BE REQUIRED FROM THE VILLAGE OF ROSEMONT FOR FOOD TRUCKS.

CERTIFICATE OF INSURANCE REQUIRED

PLEASE FORWARD THIS SAMPLING FORM ALONG WITH, A CERTIFICATE OF INSURANCE TO ROSEMONTCATERING@ARAMARK.COM.
$1,000,000.00 LIABILITY INSURANCE IS REQUIRED NAMING THE FOLLOWING AS ADDITIONAL INSURED.

- (1) THE VILLAGE OF ROSEMONT,
- (2) DONALD E. STEPHENS CONVENTION CENTER,
- (3) ARAMARK SPORTS & ENTERTAINMENT, LLC, 9301 BRYN MAWR AVENUE, ROSEMONT, IL 60018

Chicago Travel & Adventure Show

February 6-7, 2027

Deadline To Receive Discounted Rates:
January 22, 2027

Electrical Service

RES

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

ELECTRICITY IS TURNED OFF 1 HOUR AFTER SHOW CLOSE ON SHOW DAYS.
IF YOU REQUIRE UNINTERRUPTED POWER, PLEASE USE THE 24 HOUR ELECTRICAL SERVICE ORDER FORM ON THE FOLOWING PAGE.

ELECTRICAL LABOR RATES

ADVANCE LABOR RATES:
Straight Time: $143.50/hr
Overtime: $215.25/hr.
Double Time: $287/hr.

HOURLY LABOR RATES:
Straight Time: $148.50/hr
Overtime: $222.75/hr.
Double Time: $296.40/hr.

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

LOCATION:
Labor charges will be added when submitting a layout

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

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

Indicate next to required amps actual horsepower to be used.

STANDARD ELECTRICAL SERVICE OUTLET

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

	QTY		DISCOUNT	STANDARD	TOTAL
1-1,000 Watts	_____	x	$226.00	$306.50	$ _____
1,001-2,000 Watts	_____	x	$283.00	$388.00	$ _____

POWER CONNECTIONS

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

	QTY		DISCOUNT	STANDARD	TOTAL
120 VOLT, SINGLE PHASE					
30 Amp	_____	x	$405.00	$575.00	$ _____
208 VOLT, SINGLE PHASE					
30 Amp	_____	x	$485.00	$690.00	$ _____
[ ] Check if neutral required*					

HEAVY DUTY SERVICE

	QTY		DISCOUNT	STANDARD	TOTAL
208 VOLT, THREE PHASE					
20 Amp	_____	x	$416.00	$586.00	$ _____
30 Amp	_____	x	$555.00	$785.00	$ _____
60 Amp	_____	x	$670.00	$950.00	$ _____
100 Amp	_____	x	$1,075.00	$1,530.00	$ _____
150 Amp	_____	x	$1,585.00	$2,260.00	$ _____
200 Amp	_____	x	$2,305.00	$3,292.00	$ _____
[ ] Check if neutral required*					
480 VOLT, THREE PHASE					
30 Amp	_____	x	$720.00	$1,020.00	$ _____
60 Amp	_____	x	$970.00	$1,350.00	$ _____
100 Amp	_____	x	$1,560.00	$2,225.00	$ _____
200 Amp	_____	x	$3,950.00	$5,650.00	$ _____
[ ] Check if neutral required*					
380 VOLT, THREE PHASE (European Voltage)					
30 Amp	_____	x	$505.00	$570.00	$ _____
60 Amp	_____	x	$960.00	$1,340.00	$ _____
100 Amp	_____	x	$1,550.00	$2,210.00	$ _____
[ ] Check if neutral required*					

ORDER TOTAL $_____

Exhibitor Name: _____

Phone #: _____ **Email:** _____

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

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

Chicago Travel & Adventure Show

February 6-7, 2027

Deadline To Receive Discounted Rates:
January 22, 2027

24 Hour Electrical Service

RES

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

24 HOUR POWER PROVIDES AN UNINTERRUPTED POWER SUPPLY 24 HOURS A DAY FOR THE DURATION OF THE SHOW.

ELECTRICAL LABOR RATES

ADVANCE LABOR RATES:
Straight Time: $143.50/hr
Overtime: $215.25/hr.
Double Time: $287/hr.

HOURLY LABOR RATES:
Straight Time: $148.50/hr
Overtime: $222.75/hr.
Double Time: $296.40/hr.

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

LOCATION:
Labor charges will be added when submitting a layout

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

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

Indicate next to required amps actual horsepower to be used.

STANDARD ELECTRICAL SERVICE OUTLET

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

	QTY		DISCOUNT	STANDARD	TOTAL
1-1,000 Watts	_____	x	$452.00	$613.00	$ _____
1,001-2,000 Watts	_____	x	$566.00	$776.00	$ _____

POWER CONNECTIONS

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

	QTY		DISCOUNT	STANDARD	TOTAL
120 VOLT, SINGLE PHASE					
30 Amp	_____	x	$810.00	$1,150.00	$ _____
208 VOLT, SINGLE PHASE					
30 Amp	_____	x	$970.00	$1,380.00	$ _____
[ ] Check if neutral required*					

HEAVY DUTY SERVICE

	QTY		DISCOUNT	STANDARD	TOTAL
208 VOLT, THREE PHASE					
20 Amp	_____	x	$832.00	$1,172.00	$ _____
30 Amp	_____	x	$1,110.00	$1,576.00	$ _____
60 Amp	_____	x	$1,340.00	$1,900.00	$ _____
100 Amp	_____	x	$2,150.00	$3,060.00	$ _____
150 Amp	_____	x	$3,170.00	$4,520.00	$ _____
200 Amp	_____	x	$4,610.00	$6,584.00	$ _____
[ ] Check if neutral required*					
480 VOLT, THREE PHASE					
30 Amp	_____	x	$1,440.00	$2,040.00	$ _____
60 Amp	_____	x	$1,940.00	$2,700.00	$ _____
100 Amp	_____	x	$3,120.00	$4,450.00	$ _____
200 Amp	_____	x	$7,900.00	$11,300.00	$ _____
[ ] Check if neutral required*					
380 VOLT, THREE PHASE (European Voltage)					
30 Amp	_____	x	$1,010.00	$1,140.00	$ _____
60 Amp	_____	x	$1,920.00	$2,680.00	$ _____
100 Amp	_____	x	$3,100.00	$4,420.00	$ _____
[ ] Check if neutral required*					

ORDER TOTAL $_____

Exhibitor Name: _____

Phone #: _____ **Email:** _____

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

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

Chicago Travel & Adventure Show

February 6-7, 2027

Deadline To Receive Discounted Rates:
January 22, 2027

Lights & Accessories

RES

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

ELECTRICAL LABOR RATES

ADVANCE LABOR RATES:
Straight Time: $143.50/hr
Overtime: $215.25/hr.
Double Time: $287/hr.

HOURLY LABOR RATES:
Straight Time: $148.50/hr
Overtime: $222.75/hr.
Double Time: $296.40/hr.

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

LOCATION:
Labor charges will be added when submitting a layout

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

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

Each additional H.P. add $40.00

Indicate next to required amps actual horsepower to be used.



9' Tower with Two Floods



9' Tower with Four Floods

Equivalent to 80 watts per bulb



Light Bar



Gooseneck



Par Light

LIGHTING

Rates include rental, installation, removal and current consumption.

	QTY		DISCOUNT	STANDARD	TOTAL
9' Tower with Two (2) Floods	_____	x	$210.00	$290.00	$ _____
9' Tower with Four (4) Floods	_____	x	$265.00	$335.00	$ _____
Gooseneck	_____	x	$110.00	$150.00	$ _____
Par Light	_____	x	$320.00	$445.00	$ _____
Light Bar	_____	x	$405.00	$505.00	$ _____

MISCELLANEOUS

	QTY		DISCOUNT	STANDARD	TOTAL
Ext. Cords 25' (Single Cap)	_____	x	$12.50	$25.00	$ _____
Ext. Cords 50' (Single Cap)	_____	x	$35.00	$50.00	$ _____
Cube Tap	_____	x	$6.00	$8.50	$ _____
Power Strip	_____	x	$37.00	$53.00	$ _____
Quad Box	_____	x	$25.50	$36.50	$ _____

ORDER TOTAL $_____

Exhibitor Name: _____

Phone #: _____ **Email:** _____

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

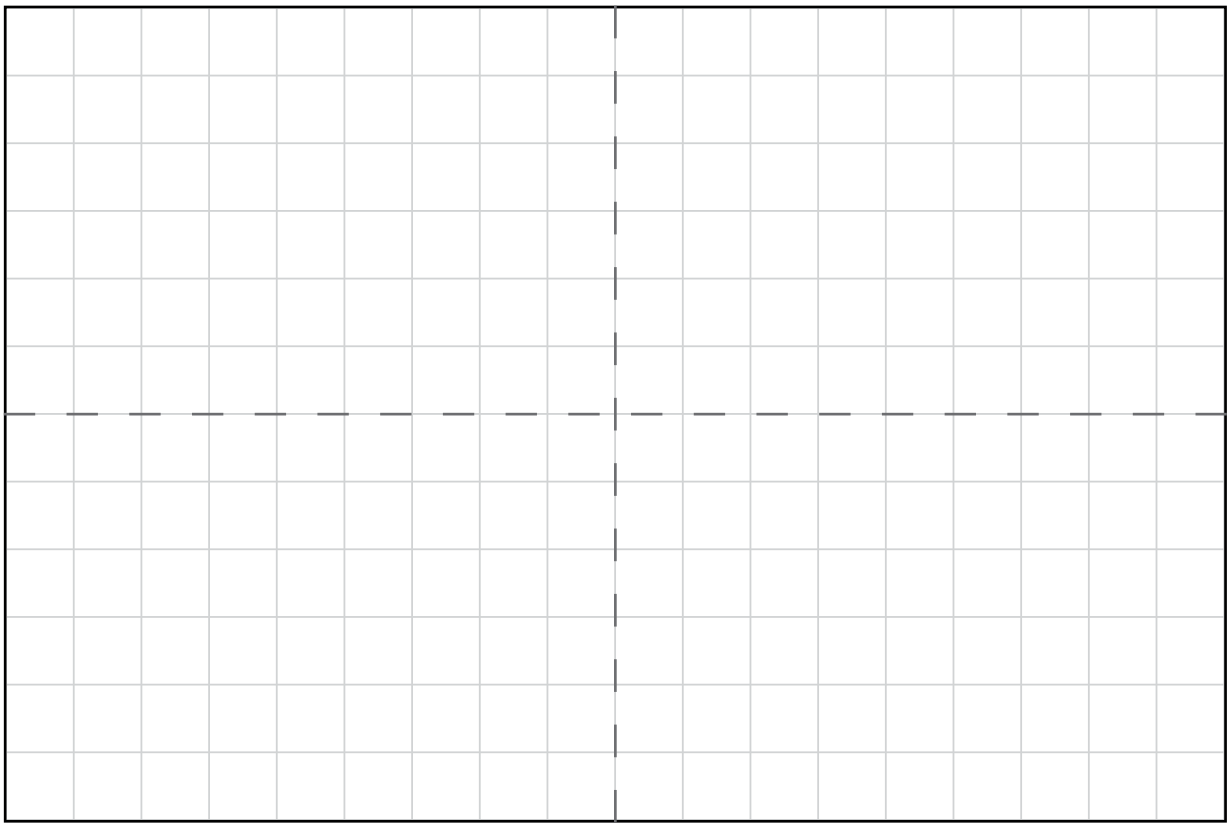
Order Summary and Payment Sheet MUST accompany this order. All terms and conditions as outlined on the Order Summary and Payment Sheet have been reviewed and understood.

ADDITIONAL LABOR CHARGES WILL APPLY WHEN SUBMITTING A LAYOUT

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

Adjacent Booth / Aisle # _____

Adjacent Booth / Aisle # _____



Adjacent Booth / Aisle # _____

Adjacent Booth / Aisle # _____

Show Name: _____ **Booth #:** _____

Company Name: _____ **Booth Size:** _____

CONDITIONS AND REGULATIONS

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

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

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

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

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

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

SAFE WIRING IS ESSENTIAL

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

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

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

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

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

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

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

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

Chicago Travel & Adventure Show

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Deadline To Receive Discounted Rates:
January 22, 2027

Booth Cleaning

RES

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



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

	BOOTH SIZE	DISCOUNT PER. SQ. FT.	TOTAL PER DAY	NUMBER OF DAYS	TOTAL
Booth Vacuum	_____	x $0.45	$ _____	X _____	$ _____
Shampooing of Carpeting	_____	x $1.00	$ _____	X _____	$ _____
Scrubbing/Mopping of Tile Flooring	_____	x $0.50	$ _____	X _____	$ _____
Trash Removal *During Show Hours*		$35.00 per removal	$ _____	X _____	$ _____
Porter Servive		$30.00/hr	$ _____	X _____	$ _____
After 4:30 p.m. weekdays, Saturdays & Sundays		$35.00/hr	$ _____	X _____	$ _____

Special Instructions _____

_____

_____

_____

_____

_____

ORDER TOTAL $_____

Exhibitor Name: _____

Phone #: _____ **Email:** _____

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

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

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Deadline To Receive Discounted Rates:
January 22, 2027

Internet RES

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

DHCP WIRED INTERNET SERVICE

(Wireless router not included)

	DISCOUNT	STANDARD	QUANTITY	TOTAL
1 Mbps Service	$625.00	$750.00	_____	$ _____
3 Mbps Service	$1,875.00	$2,250.00	_____	$ _____
5 Mbps Service	$3,125.00	$3,750.00	_____	$ _____
10 Mbps Service	$6,250.00	$7,500.00	_____	$ _____
For Services greater than 10.0 Mbps	CALL FOR QUOTE		_____	$ _____
Wireless Router *(wireless router must be ordered for wifi)*	$350.00	$425.00	_____	$ _____

WIRED INTERNET SERVICE WITH DEDICATED OUTSIDE IP ADDRESS

(Wireless router not included)

	DISCOUNT	STANDARD	QUANTITY	TOTAL
1 Mbps Service	$1,000.00	$1,200.00	_____	$ _____
3 Mbps Service	$3,000.00	$3,600.00	_____	$ _____
5 Mbps Service	$5,000.00	$6,000.00	_____	$ _____
10 Mbps Service	$10,000.00	$12,000.00	_____	$ _____
Additional Dedicated Outside IP Address	$200.00	$240.00	_____	$ _____
For Services greater than 10.0 Mbps	CALL FOR QUOTE		_____	$ _____
Wireless Router *(wireless router must be ordered for wifi)*	$350.00	$425.00	_____	$ _____

INTERNET EXTRAS

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

TELEPHONE SERVICES

	DISCOUNT	STANDARD	QUANTITY	TOTAL
Single Line Telephone *Includes single line phone with up to $100 in local & long distance charges*	$275.00	$350.00	_____	$ _____

TELEPHONE EXTRA SERVICES

Must be ordered with single line telephone

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

Technical assistance is available and will be billable on a time basis at a rate of $85.00 per hour with a minimum of 1/2 hour.

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

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

ORDER TOTAL $_____

Install Date: _____

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

Exhibitor Name: _____

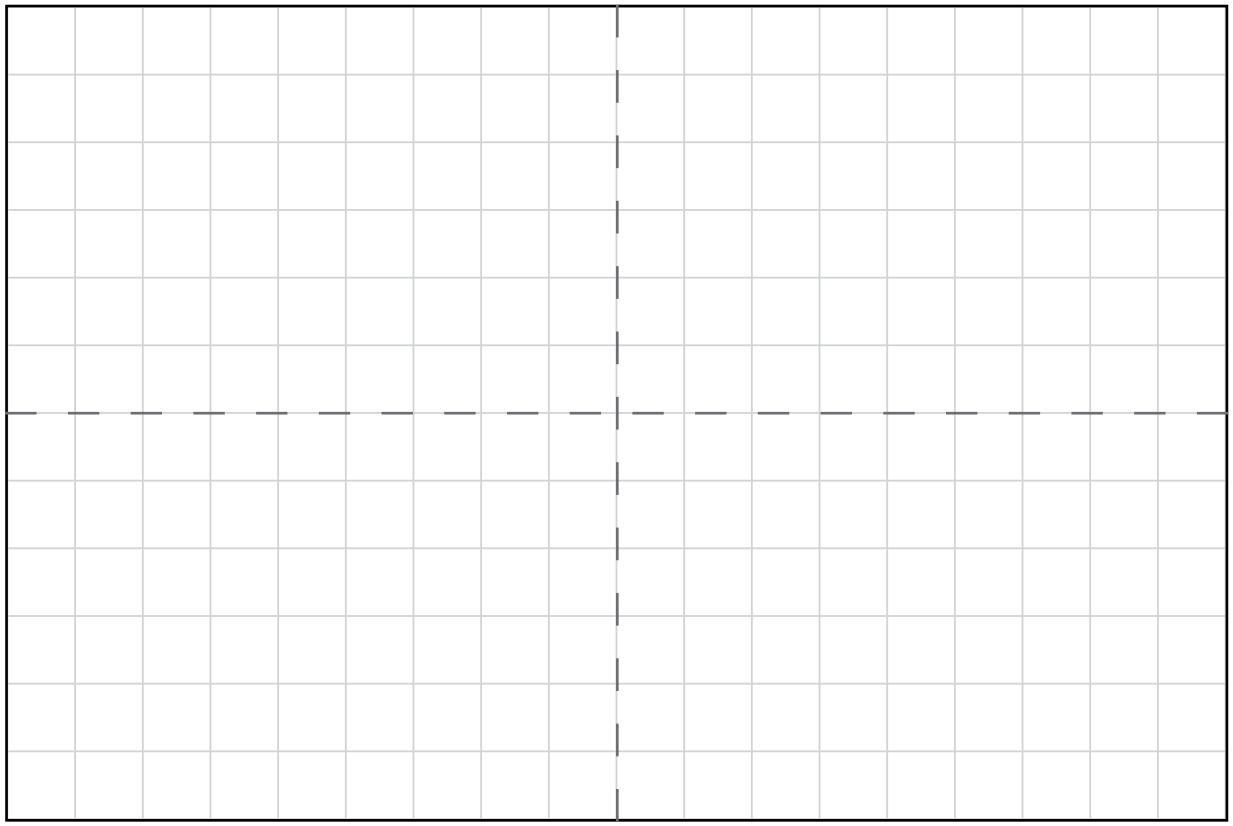
Phone #: _____ **Email:** _____

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

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

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

Adjacent Booth / Aisle # _____



Adjacent Booth / Aisle # _____

Adjacent Booth / Aisle # _____

Adjacent Booth / Aisle # _____

Show Name: _____ **Booth #:** _____

Company Name: _____ **Booth Size:** _____

TERMS AND CONDITIONS

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

RES TELECOMMUNICATIONS RESPONSIBILITIES

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

CLIENT RESPONSIBILITIES

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

LIMITATION OF LIABILITY

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

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

Chicago Travel & Adventure Show

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Deadline To Receive Discounted Rates:
January 22, 2027

Audio Visual RES

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



ePOSTERS



For an extensive list of our inventory, labor rates, and detailed information, please email resav@villageofrosemont.org

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

VIDEO

	QUANTITY	DISCOUNT	STANDARD	TOTAL
32" Monitor	_____ x	$550.00	$650.00	$ _____
42" Monitor	_____ x	$750.00	$850.00	$ _____
50" Monitor	_____ x	$900.00	$1,000.00	$ _____
60" Monitor	_____ x	$1,300.00	$1,400.00	$ _____
65" Monitor	_____ x	$1,550.00	$1,650.00	$ _____
75" Monitor	_____ x	$1,900.00	$2,000.00	$ _____
85" Monitor	_____ x	$2,250.00	$2,350.00	$ _____
Monitor Floor Stand	_____ x	$225.00	$275.00	$ _____
Monitor Wall Bracket	_____ x	$150.00	$175.00	$ _____
Video Cables	_____ x	$75.00	$100.00	$ _____
Touch Screen Monitor	_____ x	call for quote		$ _____
Video Wall	_____ x	call for quote		$ _____
80" LED ePoster	_____ x	$2,500.00	$2,750.00	$ _____

AUDIO

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

COMPUTER

PC Laptop Computer	_____ x	$450.00	$550.00	$ _____
Mac Laptop Computer	_____ x	$650.00	$700.00	$ _____
Microsoft Office Software	_____ x	$125.00	$150.00	$ _____

ADDITIONAL SERVICES

Truss Booth Lighting	_____ x	call for quote	$ _____
Videography	_____ x	call for quote	$ _____

Technical assistance is available and will be billable on a time basis at a rate of $85.00 per hour with a minimum of 1/2 hour.

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

Exhibitor Name: _____

Phone #: _____ Email: _____

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

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

Chicago Travel & Adventure Show

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Deadline To Receive Discounted Rates:
January 22, 2027

Labor Order Form

RES

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

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

Projectionist, Stagehand and Stagehand Riggers - Contact Anton Eleazar for Quote 847-993-4816 EleazarA@villageofrosemont.org

TERMS AND CONDITIONS

When ordering labor, please be aware of the following:

1) This advance labor request will be considered as only a reservation for labor. On the day and time that you require labor, you must go to the Exhibitor Service Desk and pick up and sign out your labor crew.

2) The labor crew will not be sent to your booth without being signed out.

3) Upon completion of their work, you MUST return the laborers to the Labor Service Desk and sign them in.

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

5) Number of workers required will be determined by labor foreman.

6) Straight time is 8:00 am to 4:30 pm weekdays, for Carpenters, Decorators, Teamsters and Riggers, and 8:00 am to 4:00 pm weekdays for electricians and plumbers.

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

ADVANCE HOURLY LABOR RATES

	STRAIGHT TIME	OVERTIME	DOUBLE TIME
Carpenter	$150.00	$225.00	$300.00
Decorator	$118.00	$177.00	$236.00
Teamster	$91.00	$136.50	$182.00
Rigger	$136.00	$204.00	$272.00
Electrician	$143.50	$215.25	$287.00
Plumber	$143.50	N/A	$287.00

SHOW SITE HOURLY LABOR RATES

	STRAIGHT TIME	OVERTIME	DOUBLE TIME
Carpenter	$155.00	$232.50	$310.00
Decorator	$120.00	$180.00	$240.00
Teamster	$94.50	$141.75	$189.00
Rigger	$143.00	$214.50	$286.00
Electrician	$153.00	$222.75	$297.00
Plumber	$153.00	N/A	$297.00

HOURLY EQUIPMENT RENTAL RATES

Forklift - 5,000 lb - *Operator charged separately*	$150.00
Forklift - 15,000 lb - *Operator charged separately*	$200.00
Scissor Lift - *Operator charged separately*	$150.00
Condor Lift - *Operator charged separately*	$200.00


Forklift


Scissor Lift


Condor Lift

Exhibitor Name: _____

Phone #: _____ **Email:** _____

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

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

Chicago Travel & Adventure Show

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Deadline To Receive Discounted Rates:
January 22, 2027

Installation & Dismantle Labor Order Form

RES

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

THIS FORM IS ONLY TO BE COMPLETED IF NO ONE FROM THE EXHIBITING COMPANY OR DISPLAY HOUSE WILL BE PRESENT FOR INSTALLATION/DISMANTLE

If you have any questions please contact
Anton Eleazar 847-993-4816 or eleazara@villageofrosemont.org

INSTALLATION & DISMANTLE SUPERVISION

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

We authorize Rosemont Exposition Services to supervise the set-up/dismantle of our exhibit.
By submitting this form we authorize RES labor to set-up/dismantle without exhibiting company being present.

☐ **We plan to ship our crated material to the Advance Warehouse** _____ *Number of pieces / created material*

☐ **We plan to ship our materials direct to the Donald E. Stephens Convention Center** _____ *Number of pieces / created material*

PLEASE EMAIL ALL DRAWINGS AND/OR INSTRUCTIONS TO
customerservice@rosemontexpo.com.

IF OUR TEAM WILL BE HANDLING THE OUTBOUND SERVICE,
AN OUTBOUND BOL MUST BE FILLED OUT AT THE RES SERVICE CENTER
BY THE EXHIBITOR. SHIPPING LABELS MUST BE PROVIDED.

Carpenters - Installation and dismantle of display

Decorator - Installation of fabric walls and all signage

	NUMBER OF WORKERS NEEDED	SET-UP DATE	DISMANTLE DATE
Carpenters			
Decorators			

ADVANCE HOURLY I&D LABOR RATES

	STRAIGHT TIME	OVERTIME	DOUBLE TIME
Carpenter	$189.00	$283.50	$378.00
Decorator	$153.00	$229.50	$306.00

SHOW SITE HOURLY I&D LABOR RATES

	STRAIGHT TIME	OVERTIME	DOUBLE TIME
Carpenter	$195.50	$293.25	$391.00
Decorator	$167.00	$250.50	$334.00

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

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

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

Exhibitor Name: _____

Phone #: _____ **Email:** _____

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

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

Labor Union Guidelines

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

WHAT AN EXHIBITOR CAN DO WITHOUT UNIONS IN THE CHICAGOLAND AREA

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

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

CARPENTERS UNION

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

DECORATORS UNION

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

ELECTRICAL UNION

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

MACHINERY MOVERS & RIGGERS UNION

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

PLUMBERS UNION

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

TEAMSTERS UNION

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

THEATRICAL STAGEHANDS & STAGEHAND UNION

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

PROJECTIONISTS UNION

Projectionists handle all equipment used for projection of images on a screen or surface.

Hanging Signs Information



Hanging of signs, both electrical and non-electrical, is permitted at the Donald E. Stephens Convention Center provided that doing so complies with show management rules and regulations. Exhibitors must adhere to all of the following conditions and limitations listed below:

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

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Deadline To Receive Discounted Rates:
January 22, 2027

Hanging Sign Labor Form

RES

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

Please email assembly instructions and placement diagram to eastmanr@villageofrosemont.org

SHIPPING ☐ Direct ☐ Advanced

SIGN MATERIALS ☐ Cloth/Vinyl ☐ Metal ☐ Wood ☐ Other_____

SIGN SHAPE ☐ Circle ☐ Triangle ☐ Square ☐ Rectangle ☐ Other _____

SIGN DIMENSIONS Length:_____ Width: _____ Height: _____ Diameter:_____

ELECTRICAL ☐ Yes ☐ No

WILL SIGN ROTATE ☐ Yes ☐ No

SUPERVISION ☐ RES ☐ Display House ☐ Exhibitor Personnel
Contact Name: _____ Time & Date _____

DECORATOR LABOR RATES

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

4 MAN CREW with LIFT

☐ Straight Time - $715.00 per Hour ☐ Overtime - $1,110.00 per Hour ☐ Double Time - $1,300.00 per Hour

INSTALLATION ESTIMATE _____ (Approx. Hours) x _____ (Hourly Rate) = _____ (Total Estimate)

DISMANTLE ESTIMATE _____ (Approx. Hours) x _____ (Hourly Rate) = _____ (Total Estimate)

ORDER TOTAL $_____

Exhibitor Name: _____

Phone #:_____ **Email:**_____

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

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

HANGING SIGN PLACEMENT DIAGRAM

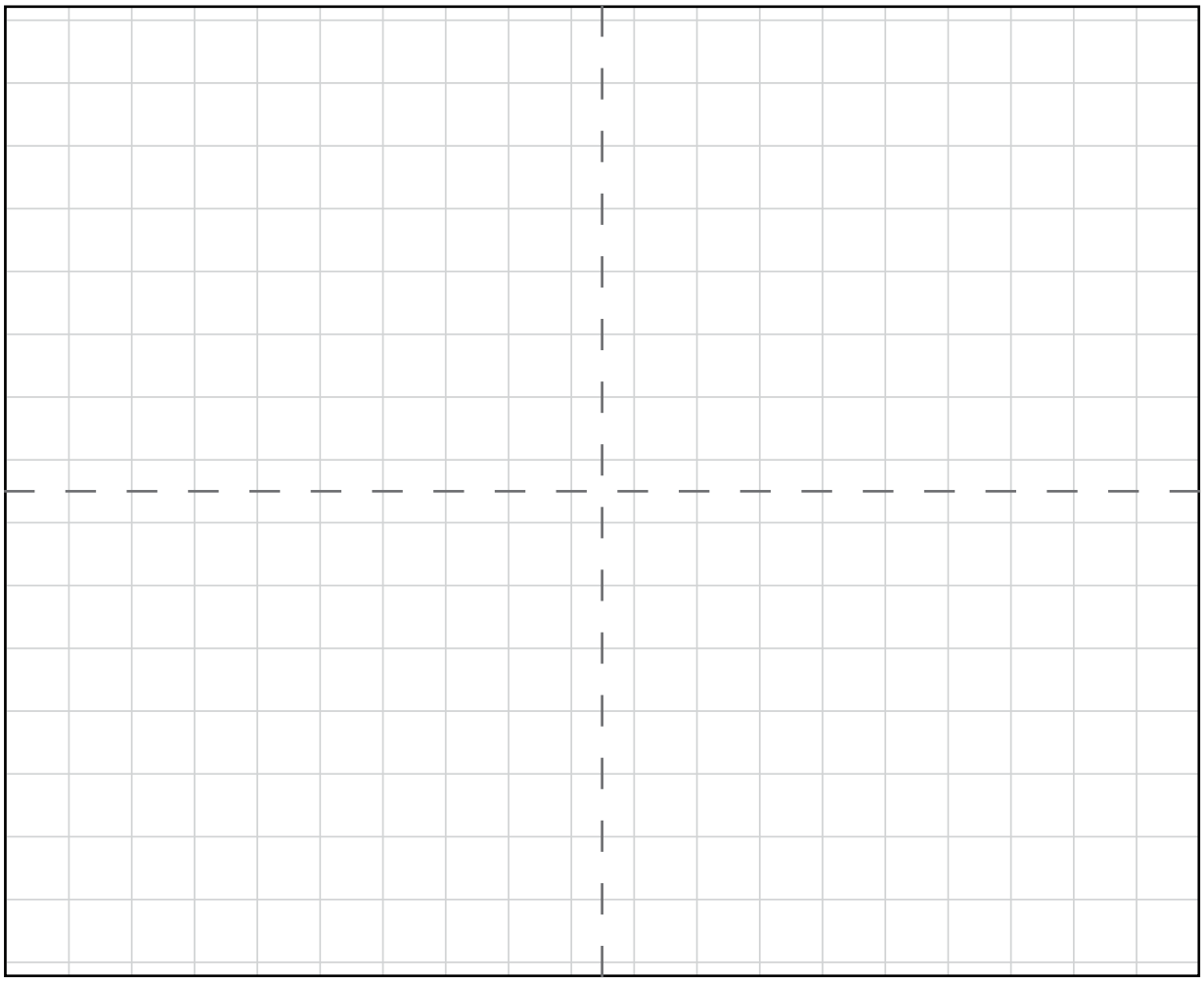
Use diagram below to represent the booth space. Indicate how far from each boundary you would like your sign. The ceiling structure and relation to support beams may require your sign to be moved from your specified location. On signs other than banners, include drawings or blueprints with detailed information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

Please email assembly instructions and placement diagram to eastmanr@villageofrosemont.org

_____ Feet From the Floor to Top of Sign

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

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



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

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

Show Name: _____ Booth #: _____

Company Name: _____ Booth Size: _____

SHIPPING VS. MATERIAL HANDLING



WHAT IS SHIPPING?

Shipping is the process of a carrier picking up items from your office (or another place of origin) and transporting them to the dock of either the advance warehouse or the event facility.

Please note that shipping is separate from material handling.

Exhibitors may use any carrier they choose, including SAIA Freight.

Exhibitors are solely responsible for all cost related to inbound/outbound shipping



WHAT IS MATERIAL HANDLING?

Material handling is the process of receiving a shipment from your carrier and managing on-site handling of the shipment through the event cycle. It is a standard event procedure with associated costs typically based on shipping weights.

Material Handling Process:

- Unloading freight from your carrier once it arrives at the receiving dock.
- Transporting freight from the dock to your booth space.
- Removal and return of your empty shipping containers (boxes, crates, and pallets). Empty labels can be printed at the RES Service Center located on the exhibit hall floor.
- Transferring your freight back to the loading dock.
- Loading your freight into your carrier's delivery vehicle for return shipping.

One easy way to keep charges low?

Consolidate. Whether you ship to the advance warehouse or directly to the show site, it is in your best interest to consolidate your shipment as much as possible. Each shipment that arrives separately is assessed the minimum charge.

So, keep your charges low by skidding items together to ensure they arrive at the same time.

Chicago Travel & Adventure Show

February 6-7, 2027

Material Handling RES

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

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

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

$$$ MONEY-SAVING TIP $$$

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

1) ADVANCE SHIPMENTS RECEIVED AT THE RES WAREHOUSE

Advance shipments will be accepted at the RES warehouse beginning **January 4, 2027**. Shipments received at the RES warehouse by **January 22, 2027** will be weighed, inspected and charged at a rate of **$125.00 per cwt.** (100 lb. minimum). This charge includes storage prior to the opening of the show, delivery to the exhibitor's booth, removal to the loading dock at the close of the show and S.T. (straight time) reloading onto outbound carriers. This rate also includes pick-up, storage and return of empty crates and cartons. Shipments received at the RES warehouse after **January 22, 2027**, will be charged at the rate of **$130.00 per cwt.** (100 lb. minimum).

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

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

3) OVERTIME/SURCHARGES

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

4) MOBILE UNITS

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

5) UPS / FEDEX / DHL SHIPMENTS

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

6) DRAYAGE PAYMENT INFORMATION (CHECK ONE)

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

HOW TO CALCULATE YOUR ORDER:

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

Advance crated shipments received at the warehouse by January 22, 2027:	We will ship _____ lbs.	@	$125.00 per cwt. (100 lb. min)	=	$_____
Advance crated shipments received at the warehouse after January 22, 2027:	We will ship _____ lbs.	@	$130.00 per cwt. (100 lb. min)	=	$_____
Direct exhibit display material shipments to the Donald E. Stephens Convention Center:	We will ship _____ lbs.	@	$115.00 per cwt. (100 lb. min)	=	$_____

Credit Card Payment Information

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

Cardholder Billing Address: _____

Signature of Cardholder: _____

Company Name: _____ **Booth #:** _____

Chicago Travel & Adventure Show

February 6-7, 2027

Inbound Shipping Instructions



RES Warehouse

Monday - Friday
7:00 am to 3:00 pm
(847) 678-0374

1) WHEN TO SHIP

Advance shipments will be accepted at the RES warehouse beginning **January 4, 2027** and must arrive no later than **February 4, 2027**. Shipments to the Donald E. Stephens Convention Center should be timed to arrive on February 5, 2027 only. No earlier.

2) WHERE TO SHIP

DIRECT SHIPMENTS
Address all shipments to Donald E. Stephens Convention Center:
Exhibitors name:
Booth number:
Chicago Travel & Adventure Show 2027
c/o Rosemont Exposition Services
9300 Williams Street
Rosemont, Illinois 60018

ADVANCE SHIPMENTS
Address all shipments to Warehouse:
Exhibitors name:
Booth number:
Chicago Travel & Adventure Show 2027
c/o Rosemont Exposition Services
3412 N. River Road
Franklin Park, Illinois 60131

3) DELIVERY INFORMATION

SHOW SITE:

- RES will receive shipments at the Donald E. Stephens Convention Center beginning February 5, 2027
- Shipments arriving before this date may be refused by the facility.
- Any charges incurred for early freight accepted by the facility will be the responsibility of the exhibitor.
- Certified weights tickets must accompany all shipments.
- Ensure your driver has the following information to expedite unloading and delivery to your booth: Show Name, Exhibitor Name, Booth #.
- If required, provide your carrier with this phone number 847-696-2208

INBOUND PROCEDURES:

Separate weight for display materials and machinery equipment are required. If the weight is not separated and/or materials are not identified properly, the material Handling rate will prevail.

Vehicles must be checked in no later than 2:00 pm to be unloaded by 4:30 pm.
Vehicles checking in after 2:00 pm cannot be guaranteed unloading prior to 4:30 pm.

All drivers must provide the following information on their bills of lading:

1. Booth Number
2. Exhibitor Name
3. Shipper's Name
4. Piece Summary
5. Actual Heavy & Light Weight Certified Scale Tickets
6. Net Gross and Tare Weight

Piece summaries must be broken into the following categories:

1. Crates (Wooden Boxes)
2. Cartons (Cardboard Boxes)
3. Carpets (Rugs and Pads)
4. Skids (Pallets)
5. Bundles
6. Machines
7. Miscellaneous (Loose or Unpacked Items)

All bills must contain this information before the freight clerk can accept them. We require two copies of your bills of lading. If you cannot provide any requested information, please contact your dispatch or check with your freight clerk.

Inbound shipping instructions continued on next page

Inbound shipping instructions continue

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

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

6) No material may be loaded or removed from the Exhibit Hall until 4:00**pm on February 7, 2027**. Any freight left in the Exhibit Hall **after 6:00pm on February 7, 2027** will be re-routed in accordance with the conditions in item #5 of these shipping Instructions.

7) **LIMITS OF LIABILITY**
   A) Rosemont Exposition Services will not be responsible for the condition, count or content of exhibit displays and materials once they have been placed in the booth and before they are picked up for removal after the close of the show. All materials should be properly insured by the exhibitor against fire, theft, and damage while in transit, to and from the booth, and for the duration of the show.
   B) Rosemont Exposition Services will not be responsible for damage to uncrated and/or unskidded materials, materials improperly packed, nor for concealed damage.
   C) Rosemont Exposition Services will not be responsible for the loss or theft of materials after they have been delivered to the booth or before they are picked up for loading out of the booth subsequent to the show.
   D) Rosemont Exposition Services shall not be liable to any extent whatsoever for any actual, potential or assumed loss of profits or revenues, or for any collateral cost, which may result from any loss or damage to exhibitor's materials which may make it impossible or impractical to exhibit same.

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

RES Warehouse

Monday - Friday
7:00 am to 3:00 pm
(847) 678-0374

No Appointment Required

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

Chicago Travel & Adventure Show

February 6-7, 2027

Outbound Shipping Instructions

RES

RES Warehouse

Monday - Friday
7:00 am to 3:00 pm
(847) 678-0374



1) To assist you in setting up your OUTBOUND SHIPMENT, Rosemont Exposition Services will have a drayage desk located at the Exhibitor's Service Center. Labels, shipping instruction forms and shipping information will be available. All outbound shipments must have a completed RES bill of lading turned into the RES Service Center for your freight to be moved off the show floor and released to your carrier. An outside bill of lading will not be accepted. RES bills of lading can be obtained at the RES Service Center.

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

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

4) No material may be loaded or removed from the Exhibit Hall until 4:00**pm on February 7, 2027**. Any freight left in the Exhibit Hall **after 6:00pm on February 7, 2027** will be re-routed in accordance with the conditions in item # 5 of these shipping Instructions.

5) Any parcels shipped via UPS, FED-X or DHL are subject to a $25.00 per parcel handling fee with pre printed labels. This fee includes the movement of the parcel off the show floor at the close of the event and, transportation back to the RES warehouse to be given to the selected carrier the next business day.

6) OUTBOUND PROCEDURES

All drivers must provide the following information to pick up their freight from show floor:

1. Booth Number
2. Exhibitor Name
3. Destination of the Freight
4. Company Name / Brokers name

If the load has been brokered out to your company, you must have the exhibitor or broker send RES a release. We must receive the release before we can issue the bill of lading from the freight clerk.

If you do not have any of the requested information, please contact your dispatch for assistance.

7) LIMITS OF LIABILITY

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

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

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

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

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

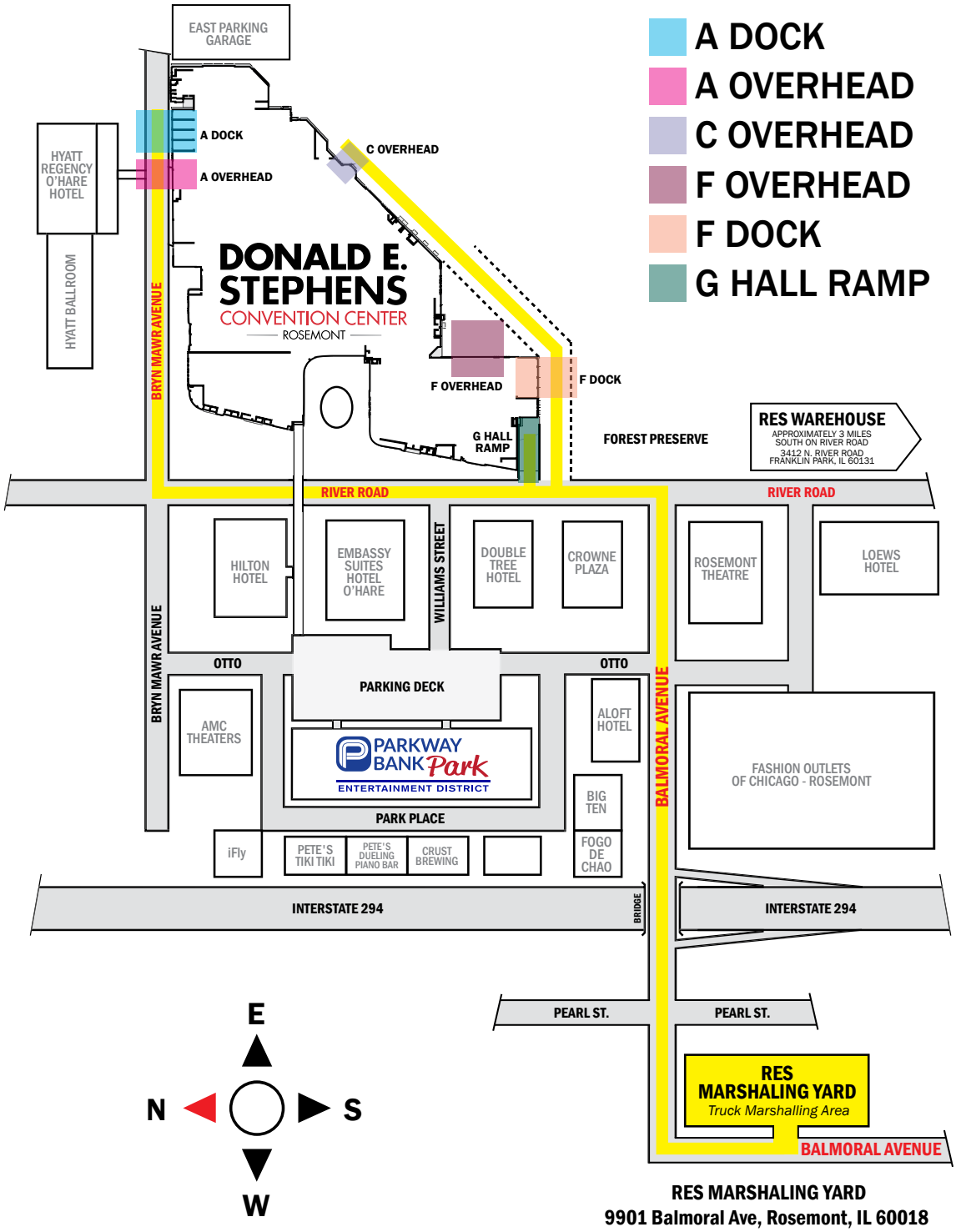
**** To avoid disputes in drayage (freight weight) exhibitors should send freight certified.***

Freight Check-In Procedures



All vehicles delivering or picking up freight at the Donald E. Stephens Convention Center are required to check in at the RES Marshalling Yard before arriving at the convention center. Once your driver has checked in, their vehicle will be directed to the proper door or dock for unloading or loading.

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



RES MARSHALING YARD
9901 Balmoral Ave, Rosemont, IL 60018

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

RECOMMENDED LTL GROUND AND LOCAL CARRIER:

AIRWAYS FREIGHT® LAND • AIR • SEA
Delivering Performance

800-643-3525 • 479-442-6301-Local
www.airwaysfreight.com
email us at UrgentInfo@airwaysfreight.com

SAIA LTL Freight

888-536-5699 • tradeshows@saia.com
www.saia.com

OPTIONAL LTL CARRIERS:

ABF Freight
On-Site. On Time. Damage-Free.

800-654-7019
tradeshow@freight.abf.com
www.abfs.com

TForce Freight

800-988-9889
tradeshow@tforcefreight.com
www.TForceFreight.com

RECOMMENDED AIR FREIGHT CARRIER INTERNATIONAL CUSTOMS BROKER:

AIRWAYS FREIGHT® LAND • AIR • SEA
Delivering Performance

800-643-3525 • 479-442-6301-Local
www.airwaysfreight.com
email us at UrgentInfo@airwaysfreight.com

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

AIRWAYS FREIGHT®
LAND • AIR • SEA

Delivering Performance

International Air, Ocean, Ground & Customs Clearance Services

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

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

KEY DATES:	Show Dates: **February 6-7, 2027**
	Delivery deadline to advance warehouse: **February 4, 2027**
	Show Move In: **February 5, 2027**
	Show Move Out: **February 7, 2027**

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

**Ocean FCL and Shipments destined for advanced receiving should arrive 7 working days prior to latest advance receiving date.
**Ocean LCL Shipments should arrive no later than 10 working days prior to latest advance receiving date.

FINAL DESTINATION for SEA shipments: CHICAGO

FINAL DESTINATION for AIR shipments: CHICAGO (ORD)

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

MARKING INSTRUCTIONS

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

CUSTOMS CLEARANCE

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

IMPORTANT US CUSTOMS RULES AFFECTING SEA FREIGHT SHIPMENTS:

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

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

DOCUMENTARY REQUIREMENTS

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

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

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

GETTING TO THE SHOW

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

INSURANCE

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

PAYMENT REQUIREMENTS

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

If you choose to use your own forwarder, it is imperative that they follow our instructions closely and email a pre-advise to the address/number listed below.

If you have any questions regarding any of this information, please feel free to call or fax the International Tradeshow staff at Airways Freight Corporation at:

EMAIL:	**res@airwaysfreight.com**
USA & CANADA:	**800-643-3525 (Toll Free)**
INTERNATIONAL PHONE:	**479/442-6301**
INTERNATIONAL FAX:	**479/442-6080**

AIRWAYSFREIGHT®
LAND • AIR • SEA

Delivering Performance

ADVANCE WAREHOUSE SHIPPING

TRADE SHOW SHIPMENT - PLEASE EXPEDITE

To: _____

exhibitor name

Booth#: _____

CHICAGO TRAVEL & ADVENTURE SHOW 2027
C/O ROSEMONT EXPOSITION SERVICES
3412 N. RIVER ROAD
FRANKLIN PARK, IL 60131

DELIVER NO LATER THAN FEBRUARY 4, 2027

ADVANCE WAREHOUSE SHIPPING

TRADE SHOW SHIPMENT - PLEASE EXPEDITE

To: _____

exhibitor name

Booth#: _____

CHICAGO TRAVEL & ADVENTURE SHOW 2027
C/O ROSEMONT EXPOSITION SERVICES
3412 N. RIVER ROAD
FRANKLIN PARK, IL 60131

DELIVER NO LATER THAN FEBRUARY 4, 2027

DIRECT SHIPMENT TO THE CONVENTION CENTER

TRADE SHOW SHIPMENT - PLEASE EXPEDITE

To: _____

exhibitor name

Booth#: _____

CHICAGO TRAVEL & ADVENTURE SHOW 2027
C/O ROSEMONT EXPOSITION SERVICES
DONALD E. STEPHENS CONVENTION CENTER
9300 WILLIAMS STREET
ROSEMONT, IL 60018

DELIVER ON FEBRUARY 5, 2027 ONLY

DIRECT SHIPMENT TO THE CONVENTION CENTER

TRADE SHOW SHIPMENT - PLEASE EXPEDITE

To: _____

exhibitor name

Booth#: _____

CHICAGO TRAVEL & ADVENTURE SHOW 2027
C/O ROSEMONT EXPOSITION SERVICES
DONALD E. STEPHENS CONVENTION CENTER
9300 WILLIAMS STREET
ROSEMONT, IL 60018

DELIVER ON FEBRUARY 5, 2027 ONLY

HANGING SIGN ADVANCE SHIPPING

TRADE SHOW SHIPMENT - PLEASE EXPEDITE

To: _____

exhibitor name

Booth#: _____

CHICAGO TRAVEL & ADVENTURE SHOW 2027
C/O ROSEMONT EXPOSITION SERVICES
3412 N. RIVER ROAD
FRANKLIN PARK, IL 60131

DELIVER NO LATER THAN JANUARY 29, 2027

HANGING SIGN ADVANCE SHIPPING

TRADE SHOW SHIPMENT - PLEASE EXPEDITE

To: _____

exhibitor name

Booth#: _____

CHICAGO TRAVEL & ADVENTURE SHOW 2027
C/O ROSEMONT EXPOSITION SERVICES
3412 N. RIVER ROAD
FRANKLIN PARK, IL 60131

DELIVER NO LATER THAN JANUARY 29, 2027