Forms Included:

<table>
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<th>Form</th>
<th>Page</th>
</tr>
</thead>
<tbody>
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<td>Exhibitor Information</td>
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<tr>
<td>Installation and Exhibit Information</td>
<td>2</td>
</tr>
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<td>Payment Policies</td>
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<td>Standard Booth Furnishings</td>
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<td>Plush Booth Carpet Order Form</td>
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<td>VCS Modular Order Form</td>
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<td>Cleaning Order Form</td>
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<td>Showcase Order Form</td>
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<td>IND Insurance Forms</td>
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<td>Union Jurisdiction</td>
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<td>Limits of Liability and Authorization to Provide Material Handling</td>
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<td>25-26</td>
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<tr>
<td>Shipping Weights</td>
<td>27</td>
</tr>
</tbody>
</table>

**Additional Vendor forms included in Exhibitor Kit**

- Electrical Order Form (Ed Helms)
- Rigging and Suspended Sign Hanging (NPS)
- Floral Order Form (Jeren Tropicals, Inc)
- Audio Visual Order Form (PSAV)
- Exhibitor Photography/Videography Order Form
- Telephone & Internet Order Form (Westin Diplomat)
- Lead Retrieval Form
- UPS Freight Trade Show Service
- Accent Specialty Furniture
Dear Exhibitor:

Vista Convention Services South is pleased to have been selected as the Official Service Contractor for this event. We recognize that your participation in this event is a vital part of your firm's marketing program, and we want to do everything possible to make it profitable and rewarding for you.

All questions regarding the convention’s policies, space assignments, display limitations, and event schedules should be directed to:

Jennifer Tredwell  
National Comprehensive Cancer Network  
275 Commerce Drive Suite 300  
Fort Washington, PA 19034  
Tel # 215-690-0274  
Fax # 215-690-0280  
Email: tredwell@nccn.org

All questions regarding shipping, storage, furniture, booth cleaning and labor should be directed to:

Customer Service  
Vista Convention Services South  
Tel: (305) 673-1123  
Fax: (305) 673-8713  
Email: rmanuel@vistacs.com

All questions regarding electricity, flowers, telephone service and audio visual equipment for use in your booth should be directed to the appropriate support service contractor shown within.

Included in this service kit are order forms for various items you may require for your exhibit. The appropriate Vista South forms are to be returned to our office and the others to the specific contractor who is providing the service. Please review and submit your order forms as early as possible.

YOUR BOOTH RENTAL INCLUDES 8’ HIGH BLACK DRAPED BACKWALL, WITH 36” HIGH BLACK SIDE DIVIDERS, 1 - 6’ BLACK DRAPED TABLE, 2 - SIDE CHAIRS, 1- WASTEBASKET AND A STANDARD 7” X 44” BOOTH SIGN SHOWING THE EXHIBIT COMPANY NAME AND BOOTH NUMBER.

NOTE: THE EXHIBIT FLOOR IS CARPETED.
EXHIBIT AREA INSTALLATION AND DISMANTLE

Exhibitor Set-Up Dates & Time:

Wednesday, March 11, 2009 1:00 pm-8:00 pm

** All prefabricated displays must be set and empty crates tagged for storage by 7:00 pm on Wednesday, March 11, 2009.

Exhibit Dates & Times:

Thursday, March 12, 2009 7:00 am-5:30 pm
Friday, March 13, 2009 7:00 am-4:00 pm

Dismantle Dates & Times:

Friday, March 13, 2009 4:00 pm-8:00 pm

**All 10X10 exhibits must be dismantled and removed by 8:00 pm on Friday, March 13, 2009.

**All exhibits larger than 10X20 must be dismantled and removed by 10:00 pm on Friday, March 13, 2009.

**FREIGHT NOT PICKED UP BY 7:00 pm, Friday, March 13, 2009 WILL BE RE-ROUTED THROUGH THE HOUSE CARRIER - UPS FREIGHT TRADE SHOW SERVICE.

Thank you.

Customer Service
Vista Convention Services South
**FULL PAYMENT MUST BE RECEIVED IN ADVANCED FOR ALL SERVICES**

Please complete the information requested and return payment in full with this form and your orders. You may choose to pay by credit card, check or bank wire transfer, however, we require your credit card authorization to be on file with Vista Convention Services South. For your convenience, we will use this authorization to charge your credit card for any additional amounts incurred a result of show site orders placed by representative for this event.

ORDER RECAP

*Standard Booth Furnishings and Accessories Order Form……………………………………… $
*Additional Carpet Order Form…………………………………………………………………. $
*VCS Modular Unit Order Form………………………………………………………………… $
*Booth Cleaning Order Form……………………………………………………………………… $
*Showcases Order Form……………………………………………………………………………. $
*Special Signs Order Form………………………………………………………………………… $
Labor Order Form…………………………………………………………………………………… $
Estimated Material Handling Order Form…………………………………………………………… $

SUB-TOTAL $ ________________________________

*ADD 7% FL SALES TAX $ ________________________________

NET AMOUNT DUE VISTA $ ________________________________

* Note: Items taxable in Florida.

INDICATE PAYMENT METHOD:

Check # ________________________________ Dated ________________________________ Amount $ ________________________________

Charge to: MasterCard VISA American Express

Indicate: Personal Credit Card Company Credit Card

Account # ________________________________

Expiration Date ________________________________

PURCHASING CARD: VISA & MASTERCARD REQUIRES YOUR CUSTOMER CODE NUMBER

CANCELLATION POLICY: Items cancelled before the deadline date will be refunded at 50%. NO REFUND AFTER DEADLINE DATE.

ALL ORDERS SUBJECT TO LIMITS OF LIABILITY AS SET FORTH ON REVERSE SIDE.

Cardholder’s Name ________________________________ (Print or Type)

Cardholder’s Address ________________________________ City ________________________________ State ______ Zip ______

Signature ________________________________

Company Name ________________________________ Booth # ________________

Street Address ________________________________ Phone # ________________________________

City ________________________________ State ______ Zip ______ Fax # ________________________________

Ordered by (Print or Type) ________________________________ E-Mail ________________________________

Signature ________________________________ Title ________________________________

MAIL OR FAX TO VISTA - SOUTH
Limits of Liability and Responsibility

1. Vista Convention Services South, Inc. shall not be responsible for damage to uncrated materials, material improperly packed, or concealed damage.

2. Vista Convention Services South, Inc. shall not be responsible for loss, theft, or disappearance of exhibitor’s material after same has been delivered to exhibitor’s booth.

3. Vista Convention Services South, Inc. shall not be responsible for loss, theft, or disappearance of materials before they are picked up from exhibitor's booth for reloading after the Show. Bill-of-lading covering outgoing shipments, which are furnished by Vista Convention Services South, Inc. to exhibitor, will be checked at time of actual pick-up from booth and corrections made where discrepancies occur.

4. Vista Convention Services South, Inc. shall not be responsible for any loss, damage, or delay due to fire, Acts of God, strikes, lockouts or work stoppages of any kind or to any causes beyond its control.

5. Vista Convention Services South, Inc. liability shall be limited to the physical loss or damage to the specific article which is lost or damaged, and in any event Vista Convention Services South, Inc. maximum liability shall be limited to $.30 per pound per article with a maximum liability of $50.00 per item, or $1,000.00 per shipment, whichever is less.

6. Vista Convention Services South, Inc. shall not be liable to any extent whatsoever for any actual, potential or assumed loss of profits or revenues, or for any collateral costs, which may result from any loss or damage to an exhibitor’s materials which may make it impossible or impractical to exhibit same.

7. The consignment or delivery of a shipment to Vista Convention Services South, Inc. by an exhibitor, or by any shipper to or on behalf of the exhibitor, shall be construed as an acceptance by such exhibitor (and/or other shipper) of the terms and conditions set forth.
PAYMENT POLICIES

DEADLINE DATE:
February 25, 2009

PAYMENT OPTIONS
We offer three (3) convenient ways for you to pay for furniture and carpet rentals, material handling, signs and other services provided by Vista Convention Services - South in our role as the Official Contractors for this show.

1. All checks must be in U.S. funds drawn on a U.S. bank

2. Advance Payment by Company Check
Attach check to order forms. Additionally, although you may choose to pay by company check or cash for charges incurred at show site, we require your signed Payment and Credit Card Authorization Form to be on file with Vista Convention Services - South in advance to guarantee payment. Please make all checks payable to Vista Convention Services - South.

3. Wire Transfer in U.S. Funds
For bank information please call: 305-673-1123 or e-mail us at rmanuel@vistacs.com

   Wire transfers must be initiated and confirmed at least two weeks before move-in.
   Wire transfers must include the show name, company name and booth number.
   Due to various processing fees we incur from banks clearing wire transfers into our accounts, Vista Convention Services - South will charge the following fees:
   Domestic incoming wire transfer fee: $25.00
   International incoming wire transfer fee: $35.00

4. Credit Card
Use MasterCard, Visa or American Express. To accept charges, you must complete the PAYMENT AND CREDIT CARD AUTHORIZATION form on the following page. For discount rates to apply, Vista Convention Services - South must receive this form by February 25, 2009.

SHOW SITE ORDERS
To save money, take advantage of the pre-show discounts by ordering as many of you requirements as possible before the Discount Deadline Date. For the discount prices to be in effect, your order must be received by the Discount Deadline Date, and payment must accompany your order. Orders received after the Discount Deadline Date or made at the Exhibitor Service Desk during the show will be billed at the “standard” prices listed on the various forms.

PAYMENT TERMS
To process your order for services and materials listed in the Exhibitor Service Manual, we require your signed Payment and Credit Card Charge Authorization Form to be on file with Vista Convention Services - South in advance to guarantee payment. Invoices for outstanding balances will be available at the Exhibitor Service Desk for your review and payment. Pre payments will be indicated, and any balance due must be paid in full by cash, check or credit card upon presentation. All payment inquires should be resolved before you leave the show.

Invoices will be distributed the last day of the show. If you have any concerns about your charges for inbound freight, installation labor, furniture or accessories, please stop by the Exhibitor Service Desk. Charges for these items may not be disputed after the show.

Additionally, Vista Convention Services - South is authorized to charge the exhibitor’s credit card for any charges incurred following the show, i.e., dismantle labor, outbound overtime drayage charges, etc. In these circumstances, Vista will charge the exhibitor’s credit card on file, and mail an invoice to the exhibitor, outlining charges which were billed.

All charges payable in U.S. Funds only. Checks, cash, Traveler's checks, MasterCard, VISA and American Express are accepted. NO telephone orders are accepted.

CANCELLATION POLICY: Items cancelled before the deadline date will be refunded at 50%. NO REFUND AFTER DEADLINE DATE.

NOTE: All materials are on a rental basis for the duration of the show and remain the property of Vista Convention Services - South.
Each exhibitor, if required, will be furnished with a standard 7” x 44” booth sign which will have the exhibitor’s name and booth number.

“IT IS IMPORTANT THAT THIS FORM BE COMPLETED EVEN IF NO I.D. SIGN IS REQUIRED”

We require the standard booth sign

MAIL OR FAX TO VISTA - SOUTH
STANDARD BOOTH FURNISHINGS & ACCESSORIES ORDER FORM

**DISCOUNT DEADLINE DATE:**
February 25, 2009

Rental price includes delivery to and removal from your space.

<table>
<thead>
<tr>
<th>QTY.</th>
<th>DISCOUNT RATES</th>
<th>STANDARD RATES</th>
<th>AMT.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tr>
</tbody>
</table>

**SEATING**

| Upholstered Arm Chair | 59.00 | 76.75 |      |
| Side Chair            | 48.00 | 62.50 |      |
| Padded Stool          | 95.55 | 124.50|      |

**ACCESSORIES**

| Cocktail Table        | 59.00 | 76.75 |      |
| Round Pedestal Table  | 79.00 | 102.50|      |
| Wastebasket           | 24.50 | 30.50 |      |
| 8’ Upright            | 26.50 | 34.50 |      |
| Crossbar              | 26.50 | 34.50 |      |
| Garment Rack          | 95.00 | 125.00|      |
| Bag Stand             | 95.00 | 125.00|      |
| Literature Rack       | 95.00 | 125.00|      |

**MISCELLANEOUS ACCESSORIES**

| 4’ X 6’ or 4’ X 8’ Tackboards | 130.00 | 170.00 |      |
| Chrome Stanchion w/ webbin   | 36.00  | 46.50  |      |
| 8’ Spec. background (Ln. Ft.) | 13.50  | 15.50  |      |
| 3’ side rails (Ln. Ft.)      | 8.75   | 12.00  |      |
| Sign Holder 22” x 28”        | 70.00  | 80.00  |      |

<table>
<thead>
<tr>
<th>QTY.</th>
<th>DISCOUNT RATES</th>
<th>STANDARD RATES</th>
<th>AMT.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tr>
</tbody>
</table>

**DRAPE DISPLAY TABLES - 30” HIGH**

Price includes white vinyl top & 3 sides

Circle color: **Blue** | **Black** | **Burgundy** | **Purple** | **Peach** | **Gray** | **Red** | **Teal** | **White** | **Hunter Green**

- 2’ x 4’ .......................... 98.50 125.00
- 2’ x 6’ .......................... 111.25 142.25
- 2’ x 8’ .......................... 133.50 173.75

Raise & drape package table to 42’ **(advance orders only)** $35.00

**Floor orders will be charged standard rate for 2’x6’x42’**

**DRAPE DISPLAY TABLES - 42” COUNTER HIGH**

Price includes white vinyl top & 3 sides

Circle color: **Blue** | **Black** | **Burgundy** | **Purple** | **Peach** | **Gray** | **Red** | **Teal** | **White** | **Hunter Green**

- 2’ x 4’ x 42”  .................. 142.75 183.25
- 2’ x 6’ x 42”  .................. 154.25 200.50
- 2’ x 8’ x 42”  .................. 177.75 231.00

4th side draped **(advanced orders only)** $35.00

**Floor orders will be charged standard rate for 2’x6’x42’**

**UNDRAPE DISPLAY TABLES - 30” HIGH**

- 2’ x 4’ .......................... 49.50 64.25
- 2’ x 6’ .......................... 60.75 79.00
- 2’ x 8’ .......................... 72.75 94.75

**UNDRAPE DISPLAY TABLES - 42” HIGH**

- 2’ x 4’ x 42” .................. 61.00 78.00
- 2’ x 6’ x 42” .................. 70.75 92.00
- 2’ x 8’ x 42” .................. 82.75 107.25

**DRAPE RISERS**

| 4’ One Step | 47.75 | 61.75 |
| 6’ One Step | 62.00 | 80.25 |

**PAYMENT POLICY:** Payment in full of rental charges including applicable tax, must accompany your advance order to qualify for discount rates. All orders placed at the Service Desk will be invoiced at standard rates. Invoices must be settled at the Service Desk prior to show closing. **No telephone orders accepted.**

**CANCELLATION POLICY:** Items cancelled before the deadline date will be refunded at 50%. **NO REFUND AFTER DEADLINE DATE.**

Company Name_____________________________________________ Booth # __________________________
Street Address________________________________________________ Phone # __________________________
City________________________________ State________ Zip________ Fax# __________________________
Ordered by (Print or Type)____________________________________ E-Mail________________________________
Signature____________________________________________________ Title________________________________________

MAIL OR FAX TO VISTA - SOUTH
F/L/IC/WD HOTELS- 093008
**STANDARD CARPET**
Price includes installation & taping front edge.
No guarantee of color match when ordering multiple carpets.

<table>
<thead>
<tr>
<th>DISCOUNT RATES</th>
<th>STANDARD RATES</th>
<th>AMT.</th>
</tr>
</thead>
<tbody>
<tr>
<td>9’x 10’</td>
<td>$117.95</td>
<td></td>
</tr>
<tr>
<td>9’x 20’</td>
<td>$236.90</td>
<td></td>
</tr>
<tr>
<td>9’x 30’</td>
<td>$353.30</td>
<td></td>
</tr>
<tr>
<td>9’x 40’</td>
<td>$471.25</td>
<td></td>
</tr>
<tr>
<td>9’x 50’</td>
<td>$588.90</td>
<td></td>
</tr>
</tbody>
</table>

**CUSTOM SIZE CARPET**
Price includes installation to fit booth space, protective covering, and edges taped.
Example: 10ft. X 10ft. = 100 sq. ft Your price would be $270.00

**INDICATE OVERALL DIMENSIONS:**
_____ft.x_____ft. (100 sq. ft. minimum) $2.75 sq. ft. - $3.40 sq. ft. _______

**Circle color:**
Blue- Burgundy- Gray- Teal- Red- Purple- Mauve- Black- Hunter Green

**CARPET PADDING**
Indicate overall dimension:
_____ft.x_____ft.(100 sq. ft. minimum) $1.05sq. ft. - $1.35sq. ft. _______

**PAYMENT POLICY:** Payment in full of rental charges including applicable tax, must accompany your advance order to qualify for discount rates. All orders placed at the the Service Desk will be invoiced at standard rates. Invoices must be settled at the Service Desk prior to show closing. No telephone orders accepted.

**CANCELLATION POLICY:** Items cancelled before the deadline date will be refunded at 50%. **NO REFUND AFTER DEADLINE DATE.**

---

**ADDITIONAL CARPET ORDER FORM**
DEADLINE DATE: February 25, 2009

---

F/L/IC/WD HOTELS 082908
INCLUDES LABOR TO INSTALL AND REMOVE VISQUEEN COVER.

PLUSH BOOTH CARPET - 28 OZ.

Orders MUST be received by the Deadline Date above to guarantee delivery.

Carpet Size __________ x __________ = __________ (calculate to the next full foot, 200 square feet minimum)

QUANTITY

_________ Square feet (200 square feet minimum) .............$3.50 per sq. ft. ______________

Please mark your selection.

_______ BERRY
_______ COLONY BLUE
_______ PEACOCK
_______ BLACK
_______ EMERALD GREEN
_______ CHARCOAL GRAY
_______ WHITE

CANCELLATION POLICY: Items cancelled before the deadline date will be refunded at 50%. NO REFUND AFTER DEADLINE DATE.

PAYMENT POLICY: Payment in full of rental charges including applicable tax, must accompany your Advance Order prior to Deadline Date to qualify for Discount Rates. All orders received after Deadline Date and placed at the Service Desk will be invoiced at standard rates. Invoices must be settled at the Service Desk prior to Show closing. No telephone orders accepted.

SUBJECT TO SALES TAX (7%)
FULL PAYMENT MUST ACCOMPANY ORDER
TOTAL ALL ITEMS ORDERED
ATTACH TO PAYMENT & CREDIT CARD AUTHORIZATION FORM
ENTER TOTALS

Company Name______________________________________________________Booth #____________________________
Street Address_______________________________________________________Phone #____________________________
City____________________________________ State_______    Zip____________Fax #____________________________
Ordered by (Print or Type)________________________________________________________________________E-Mail_____________________________
Signature________________________________________________ ________Title______________________________

MAIL OR FAX TO VISTA-SOUTH
6901 NW 26th Ave
Miami, Florida 33147
Phone: (305) 673-1123
Fax: (305) 673-8713

DEADLINE DATE:
February 25, 2009
### Optional Rental Accessories

<table>
<thead>
<tr>
<th></th>
<th>Qty.</th>
<th>Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Counters (White Panels)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1 M (41” x 42” x 21”)</td>
<td></td>
<td>250.00</td>
<td></td>
</tr>
<tr>
<td>2M (80” x 42” x 21”)</td>
<td></td>
<td>350.00</td>
<td></td>
</tr>
<tr>
<td>1 - Shelf &amp; 2 - Brackets</td>
<td></td>
<td>50.00</td>
<td></td>
</tr>
<tr>
<td>Locks</td>
<td></td>
<td>50.00</td>
<td></td>
</tr>
<tr>
<td>Arm Lights</td>
<td></td>
<td>55.00</td>
<td></td>
</tr>
</tbody>
</table>

**Note:** All units include standard header copy. Unit does not include electrical outlet.

Custom units and colors available. Please call for pricing.

**HEADER COPY:** White with Helvetica copy in black vinyl

---

**VCS Modular Rental Units ordered after the above specified deadline date will be charged an additional 30%.**

**PAYMENT POLICY:** Payment in full including applicable tax, must accompany your order. No telephone orders accepted. All charges payable in U.S. funds only. Check, Cash, Traveler’s Check, VISA, MasterCard and American Express are accepted.

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**MAIL OR FAX TO VISTA - SOUTH**

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EXHIBITOR CLEANING NOTICE

Booth cleaning is not included in your booth package.

To order cleaning, please fill out the enclosed cleaning order form or see your Customer Service representative at the VISTA service desk when you arrive at the show site.

THANK YOU.
BOOTH CLEANING RATES

INDICATE YOUR REQUIREMENTS:

- Daily - Vacuuming: $0.32 per sq. ft.
- Once - Vacuuming before initial opening: $0.37 per sq. ft.
- Shampoo - One Time: $0.47 per sq. ft.

SIZE OF BOOTH_____ x _____ = _____ SQ. FT. x RATE: _____ x NO. OF DAYS:_____ = $_______

MINIMUM CHARGE: 100 SQ. FT. PER DAY

PAYMENT POLICY: Payment in full of rental charges including applicable tax, must accompany your advance order to qualify for discount rates. All orders placed at the Service Desk will be invoiced at standard rates. Invoices must be settled at the Service Desk prior to show closing. No telephone orders accepted. All Charges payable in U.S. funds only. Check, Cash, Traveler’s Checks, VISA, MasterCard, and American Express are accepted.

CANCELLATION POLICY: Items cancelled before the deadline date will be refunded at 50%. NO REFUND AFTER DEADLINE DATE.

ALL CHARGES SUBJECT TO FL SALES TAX 7%
FULL PAYMENT MUST ACCOMPANY ORDER
TOTAL ALL ITEMS ORDERED
ATTACH TO ORDER RECAP & CREDIT CARD AUTHORIZATION FORM
ENTER TOTAL

Company Name________________________________________ Booth #____________________________
Street Address_________________________________________ Phone #____________________________
City______________________ State___________Zip___________Fax#____________________________
Ordered by (Print or Type)____________________________________E-Mail____________________________
Signature________________________________________ Title_____________________________________

MAIL OR FAX TO VISTA - SOUTH  F/L/IC/WD HOTELS– 900380
Rental price includes delivery to and removal from your booth space.

**Showcases**

**FULL VISION**

**HALF VISION**

**QUARTER VISION**

The above counter cases are 38” High - 20” Deep, Light and Locks, (Electrical Outlet NOT included)

**Regular Wall Case 84” High**

**See-Thru Wall Case 84”**

Both cases 18” Deep, Adjustable Glass Shelves, Glass Sliding Doors & Light, Walnut Finish (Electrical Outlet NOT included)

**Indicate Your Requirements:**

**Please Note:** All Showcase Orders received after Deadline Date will be charged an additional 30%.

<table>
<thead>
<tr>
<th>Type</th>
<th>Quantity</th>
<th>Price Each</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>6’ Full Vision</td>
<td></td>
<td>$396.75</td>
<td>$</td>
</tr>
<tr>
<td>6’ Half Vision</td>
<td></td>
<td>$396.75</td>
<td>$</td>
</tr>
<tr>
<td>6’ Quarter Vision</td>
<td></td>
<td>$396.75</td>
<td>$</td>
</tr>
<tr>
<td>6’ Regular Wall Case</td>
<td></td>
<td>$447.75</td>
<td>$</td>
</tr>
<tr>
<td>6’ See-Thru Wall Case</td>
<td></td>
<td>$566.50</td>
<td>$</td>
</tr>
</tbody>
</table>

**Important:** To ensure that your selection will be available you must place your order before the deadline date. No guarantee on choice after deadline date. Vista is not liable for contents, damages or breakage after cases have been delivered.

**Payment Policy:** Payment in full of rental charges including applicable tax, must accompany your order. Invoices must be settled at the Service Desk prior to Show closing. No telephone orders accepted. All Charges Payable in U.S. Funds only. Check, Cash, Travelers Checks, VISA, MasterCard, and American Express are accepted.

**Cancellation Policy:** Items cancelled before the deadline date will be refunded at 50%. **No Refund After Deadline Date.**

**Subject to 7% Sales Tax**

**Full Payment Must Accompany Order**

**Total All Items Ordered**

**Attach to Payment & Credit Card Authorization Form**

**Enter Totals**

Company Name____________________________________________________Booth __________________________

Street Address_____________________________________________________Phone#__________________________

City________________________________State_______Zip_____________Fax #____________________________

Ordered by (Print or Type)___________________________________________E-Mail__________________________

Signature___________________________________________________   Title______________________________

MAIL OR FAX TO VISTA - SOUTH  6901 NW 26th Ave  Miami, Florida 33147  Phone: (305) 673-1123  Fax: (305) 673-8713

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## SPECIAL SIGNS

**DISCOUNT DEADLINE DATE:**

**February 27, 2009**

---

**PRICES BASED ON BLOCK LETTERS, BLACK VINYL LETTERING ON WHITE SHOWCARD. 10 WORDS OR LESS**

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Size</th>
<th>Vinyl Prices</th>
<th>Digital Printed Prices</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>7” x 11”</td>
<td>$30.00</td>
<td>$55.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>7” x 44”</td>
<td>$35.00</td>
<td>$60.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>11” x 14”</td>
<td>$45.00</td>
<td>$70.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>14” x 22”</td>
<td>$50.00</td>
<td>$75.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>22” x 28”</td>
<td>$75.00</td>
<td>$100.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>28” x 44”</td>
<td>$105.00</td>
<td>$130.00</td>
<td></td>
</tr>
</tbody>
</table>

**SALES TAX WILL BE ADDED TO ALL SIGN PRICES (7%)**

1. Signs ordered less than 10 days prior to show opening and on Saturday, Sunday, or Holidays will be billed at the standard rates.
2. Over 10 words add $2.35 per word
3. Colored showcard and each change in color in copy will be quoted upon request.
4. Easel back applied to sign add $7.50
5. PRICES WILL BE QUOTED ON ALL SPECIAL WORK (digital graphics, logo’s, special fonts, etc.)
6. NO GUARANTEED DELIVERY TIME ON ORDERS PLACED AT SHOW-SITE.
7. ORDERS AFTER DEADLINE ADD 20%

---

All advance order signs will be available for customer pick up at show-site service desk.

ORDERS CANNOT BE PROCESSED WITHOUT PAYMENT.

<table>
<thead>
<tr>
<th>Company Name</th>
<th>Booth #</th>
<th>Street Address</th>
<th>Phone #</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>City</th>
<th>State</th>
<th>Zip</th>
<th>Fax#</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Ordered by (Print or Type)</th>
<th>E-Mail</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Signature</th>
<th>Title</th>
</tr>
</thead>
<tbody>
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<td></td>
<td></td>
</tr>
</tbody>
</table>

MAIL OR FAX TO VISTA-SOUTH

Page 14
Vista Convention Services has been selected as the Official Service Contractor and must be used for all material handling, furniture rental, signs, forklift, cleaning, and installation and dismantling of decorations.

A NON-OFFICIAL CONTRACTOR IS: Any individual who is not a full-time permanent employee of an exhibiting firm, who is providing a service to an exhibitor on-site and does not represent one or more of the official contractors.

1. Each representative of a Non-Official Contractor must physically pick up, in person, an "EXHIBIT CREW" badge at the Vista Convention Services Labor Desk. If a representative of a Non-Official Contractor does not have any identification that verifies his/her employment by a Non-Official Contractor, he/she must be accompanied to the Vista Convention Services Labor Desk by a representative who does have verifying identification.

2. These services shall not conflict with existing labor regulations or contracts, and in fulfilling obligations, the representative of a Non-Official Contractor shall adhere to the regulations set up by the hall and show management regarding entrance.

3. The representative of a Non-Official Contractor shall have a true and valid order for service from an Exhibitor in advance of the show move-in date and shall not solicit business on the show floor.

4. The representative of a Non-Official Contractor will share with the Official Service Contractor all reasonable costs related to his operation, including overtime pay for stewards, restoration of exhibit space to its initial condition etc.

IMPORTANT! It is the responsibility of each Exhibiting Firm using a Non-Official Contractor to complete and return the following forms to Vista Convention Services no later than the Deadline Date shown below.

► "INTENT TO USE NON-OFFICIAL CONTRACTORS" form located in this Exhibitor Service Manual.

► Liability "Certificate of Insurance" form which names Vista Convention Services as additionally insured for each Non-Official Contractor firm being used. (Note: The exhibitor-appointed contractor must maintain at least $1 million in Employer's Liability, General Liability, Automobile Liability and Worker's Compensation as required in the state the exposition is located.)

ANY REPRESENTATIVE OF THE EXHIBITING FIRM OR NON-OFFICIAL CONTRACTOR WILL BE REQUIRED TO ORDER LABOR FROM VISTA CONVENTION SERVICES IF BOTH THE "INTENT TO USE NON-OFFICIAL CONTRACTORS" FORM AND "CERTIFICATE OF INSURANCE" ARE NOT SUPPLIED TO VISTA CONVENTION SERVICES BY THE DEADLINE DATE SHOWN BELOW.

It is the responsibility of the exhibitor to see that each representative of a Non-Official Contractor abides by the Official Rules and Regulations of this exposition.

DEADLINE DATE: MONDAY, FEBRUARY 25, 2009
A NON-OFFICIAL CONTRACTOR IS: Any individual who is not a full-time permanent employee of an exhibiting firm, who is providing a service to an exhibitor on-site at the convention facility and does not represent one or more of the official contractors.

1. Exhibitors who choose to use a Non-Official Contractor must complete and sign this form. It must be received at Vista Convention Services no later than the Deadline Date shown below. No extensions or exceptions will be granted after the published deadline.

2. The Non-Official Contractor must provide Vista Convention Services with an original “Certificate of Insurance”. This certificate must be received no later than the Deadline Date shown below. No extensions or exceptions will be granted after the published deadline.

3. Failure to provide Vista Convention Services with the above items 1 and 2 will result in said firms being required to hire installation and dismantling labor from Vista Convention Services. Non-Official Contractors will be able to provide supervision only.

4. All representatives of the Non-Official Contractors must obtain an “EXHIBIT CREW” badge at Vista Convention Services Labor Desk.

NOTIFICATION DEADLINE DATE: See below.

Exhibiting Firm: ____________________________  Booth #:____________________

Authorized Name & Title: ____________________________

Authorized Signature: ____________________________

Full Name of Non-Official Contractor: ____________________________

Complete Address: ____________________________

City, State: ____________________________  Zip Code:____________________

Phone Number: ____________________________  Fax Number:____________________

Non-Official Contractor “Show Site” Representative: ____________________________

Type of Service to Be Performed: ____________________________

______________________________________________

______________________________________________

______________________________________________

______________________________________________

Retain one copy for your files.

DEADLINE DATE: MONDAY, FEBRUARY 25, 2009
You may arrange for a third party to handle your display and be billed for services. Vista Convention Services will agree to this arrangement if the third party has a satisfactory payment record with us. BOTH firms must complete this form. Return this form by the Discounted Deadline Date. In the event of nonpayment by the third party, the exhibitor agrees to accept responsibility for payment of all charges incurred. Should the third party fail to present full payment at show site, the exhibitor will assume responsibility for payment.

<table>
<thead>
<tr>
<th>EXHIBITING COMPANY NAME:</th>
<th>Booth#</th>
</tr>
</thead>
<tbody>
<tr>
<td>CONTACT PERSON:</td>
<td>SIGNATURE:</td>
</tr>
</tbody>
</table>

CHECK ITEMS TO BE BILLED TO THIRD PARTY:

- [ ] All Services
- [ ] Air Freight
- [ ] Audiovisual
- [ ] Booth Cleaning
- [ ] Material Handling/In and Out
- [ ] I&D Labor
- [ ] Rental Furniture and Carpet
- [ ] Signs

Other (Please specify): ______________________

THIRD PARTY’S CREDIT CARD CHARGE AUTHORIZATION

Information must be provided.

- [ ] MasterCard
- [ ] Visa
- [ ] American Express

Expiration Date: __________

Account Number: __________

Purchasing Card: VISA & MASTERCARD REQUIRES YOUR CUSTOMER CODE NUMBER ________________

Cardholder’s Signature: ___________________________ Print Name: ___________________________

Cardholder’s Billing Address: ___________________________ City: ______ State: ______ Zip: ______ Country: ______

THIRD PARTY NAME: __________________________________________________________________________

CONTACT PERSON: ___________________________ SIGNATURE: ___________________________

SHOW SITE REPRESENTATIVE: __________________________________________________________________

PHONE NUMBER: ___________________________ FAX NUMBER: ___________________________
DISPLAY LABOR FOR INSTALLATION AND DISMANTLING OF EXHIBITS

LABOR RATES:

- **Straight Time:** $63.40 per hour
  one hour minimum per worker
  thereafter 1/2 hr. increments
  
  **ST:** 8:00 AM to 3:30 PM
  Monday through Friday

- **Overtime:** $95.10 per hour
  one hour minimum per worker
  thereafter 1/2 hr. increments
  
  **OT:** After 3:30 PM until 8:00 AM
  Monday through Friday. All
day Saturday and Sunday.

- **Doubletime:** $127.00 per hour
  one hour minimum per worker
  thereafter 1/2 hr. increments
  
  **DT:** All Holidays

ALL LABOR ORDERS RECEIVED AFTER THE ABOVE SPECIFIED DEADLINE DATE WILL BE CHARGED AN ADDITIONAL 25%.

NOTE: 8:00 AM is the only guaranteed starting time. All the other orders will be filled as labor is available. All labor must be signed in/out at the Service Desk. Exhibitors not checked in by their requested starting times are subject to a 1 hour minimum charge per man ordered, unless we received written cancellation 24 hours prior to starting time.

PLEASE INDICATE SERVICE REQUIRED:

___ **PLAN A** - EXHIBITOR’S SUPERVISION - All work performed must be under the supervision of the Exhibitor.

<table>
<thead>
<tr>
<th>No. Men</th>
<th>Date</th>
<th>Time</th>
<th>Approx. Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

___ **PLAN B** - VISTA CONVENTION SERVICES SUPERVISION - Hourly rate plus 30% Supervision Charge/Minimum $30.00

- Name of Carrier___________________________________  # Crates________ Cartons________ Skids________
- Shipped to:  ____Warehouse  ____Showsite  ____Display Includes Carpet  ____Vista’s Rental Carpet

SET-UP DIAGRAMS MUST BE INCLUDED WITH LABOR ORDER PLAN B: VISTA SUPERVISION

After Dismantle Return Display To:

________________________________________________________________________________________________________

________________________________________________________________________________________________________

________________________________________________________________________________________________________

VIA:____________________________________________

Vista shall not be responsible for damage, loss, or theft of display installed and/or dismantled under our Supervision. Vista shall not be responsible for loss, theft, or disappearance of materials before they are picked up from exhibitor’s booths for reloading after the show.

PAYMENT POLICY: CREDIT CARD INFORMATION MUST BE ON FILE FOR SET-UP & DISMANTLE LABOR ORDERS

Company Name________________________________________________Booth_________________________
Street Address________________________________________________Phone #_______________________
City____________________ State________ Zip________ Fax#_______________________

Ordered by (Print or Type)_______________________________________E-Mail____________________

CREDIT CARD: □ VISA □ MASTERCARD □ AMERICAN EXPRESS □ DISCOVER

ACCOUNT

EXPIRATION DATE:
CREDIT CARDHOLDERS SIGNATURE: ___________________________
CREDIT CARDHOLDERS NAME: ___________________________

MAIL OR FAX TO VISTA-SOUTH  F/L/A/C/WD HOTELS- 083009
EXHIBIT LABOR JURISDICTIONS

Union exhibit labor claims jurisdiction for the installing, dismantling, and cleaning of prefabricated exhibits and displays when this work is done by persons other than full time company personnel. Labor may be employed by completion of labor forms enclosed in the service kit. They are not required to put your products on display, to open cartons containing your products, nor to perform testing, maintenance, or repairs on your products. If, however, you hire any labor to assist you, it should be through the Official Contractor.

FREIGHT HANDLING JURISDICTION

VISTA CONVENTION SERVICES-SOUTH has the responsibility of receiving and handling all exhibits material and empty crates for a fee as published on the enclosed material handling rate sheet. It is their responsibility to manage docks and schedule vehicles for the smooth and efficient move in and move out of the exhibition. VISTA CONVENTION SERVICES-SOUTH will not be responsible, however, for any materials they do not handle. VISTA CONVENTION SERVICES-SOUTH will have COMPLETE control of the loading docks at all times. If you wish to unload or load, you must report to the VISTA SOUTH Service Desk. Do not proceed to the docks until told to do so.

Vehicle must not be left unattended at the loading areas. Any unattended vehicles will be towed away at owner’s expense.

The Fire Marshal absolutely prohibits the storage of empty containers in the exhibit hall. Arrangements are available with VISTA CONVENTION SERVICES-SOUTH to store empty crates. Please refer to the MATERIAL HANDLING & SHIPPING INFORMATION in the Service Kit for the handling of empties.

GRATUITIES

Tipping is expressly prohibited. This includes such practices as giving money, merchandise, or other special consideration for services rendered. Do not give coffee breaks other than mid-morning and mid-afternoon, when the union has a paid break. Any attempt to solicit a gratuity by an employee for any service should be reported immediately to the Exhibit Manager and VISTA CONVENTION SERVICES-SOUTH.

IN GENERAL

Craftsmen at all levels must be instructed to refrain from expressing any grievances or directly challenging the practices of any exhibitor. All questions originated by labor are to be expressed only to VISTA CONVENTION SERVICES-SOUTH and/or the Exhibit Manager. Exhibitors are asked to refrain from voicing labor complaints directly to craft personnel. Any questions regarding contract labor should be directed to the Exhibit Manager or VISTA CONVENTION SERVICES-SOUTH.
Vista Convention Services South shall not be responsible for damage to uncrate materials, material improperly packed, or concealed damage.

Vista Convention Services South shall not be responsible for loss, theft, or disappearance of exhibitor’s materials after same has been delivered to exhibitor’s booth.

Vista Convention Services South shall not be responsible for loss, theft, or disappearance of materials before they are picked up from exhibitor’s booth for reloading after the show. Bill of lading covering outgoing shipments, which are furnished by Vista Convention Services South to exhibitor, will be checked at time of actual pick up from booth and corrections made where discrepancies occur.

Vista Convention Services South shall not be responsible for any loss, damage, or delay due to fire, Acts of God, strikes, lockouts or work stoppages of any kind or to any causes beyond its control.

Vista Convention Services South liability shall be limited to the physical loss or damage to the specific article which is lost or damage, and in any event, Vista Convention Services South maximum liability shall be limited to $.30 per pound per article with a maximum of $50.00 per item, or $1,000.00 per shipment; whichever is less.

Vista Convention Services South shall not be liable to any extent whatsoever for any actual, potential or assumed loss of profits or revenues, or for any collateral costs, which may result from any loss damage to an exhibitors' materials which may make it impossible or impractical to exhibit same.

The consignment or delivery of a shipment to Vista Convention Services South by an exhibitor, or by any shipper to or on behalf of the exhibitor, shall be constructed as an acceptance by such exhibitor (and/or other shipper) of the terms and conditions set forth. **Please be advised that overtime rates will be applied to your bill if move in and/or move out times for your event occur Monday thru Friday after 3:30 pm or all day on Saturday and Sunday.**

**AUTHORIZATION TO PROVIDE MATERIAL HANDLING**

We hereby authorize Vista Convention Services South, Inc. to handle our shipment(s) in accordance with the information above, the enclosed shipping information, shipping instructions, material handling service and rates and have read this order and agree to the terms and provisions hereof and acknowledge receipt of a copy. We agree that Vista South will provide its services as our agent, and not as bailee or shipper, and if any employee of Vista South shall sign a delivery receipt, bill-of-lading, or other documents, we agree that they will do so as our agent, and we accept the responsibility therefore.

We agree, in the event of a dispute with Vista South relative to any loss or damage to any of our materials or equipment that we will not withhold payment of any amount due to them for drayage or any other services provided by Vista South as an offset against the amount of the alleged loss or damage. Instead, we agree to pay Vista South for the full amount of the invoice for all such charges, and we further agree that any claim we may have against Vista South shall be pursued independently by us as a completely separate transaction to be resolved on its own merits.

**THIS AUTHORIZATION MUST BE COMPLETED BELOW AND SENT TO VISTA CONVENTION SERVICES SOUTH BEFORE FREIGHT SHIPMENTS CAN BE HANDLED**

Charge to: MasterCard VISA American Express
Indicate: Personal Credit Card Company Credit Card
Account # ____________________________
Expiration Date ________________________
If using MasterCard indicate the four numbers above your name ________________
Show Name __________________________________________________________________________
Company Name __________________________________________________________________________
Street Address __________________________________________________________________________
City ____________________________ State ______ Zip ______ Fax # ____________________________
Ordered by (Print or Type) ____________________________ E-Mail ____________________________
Signature ________________________________________________________________________________
Title ___________________________________________________________________________________

MAIL OR FAX TO VISTA-SOUTH R/L/CS HOTELS- 071797
### MATERIAL HANDLING RATES AND SERVICES

**DEADLINE DATE FOR STANDARD PRICES ONLY:**
March 2, 2009

**MATERIAL HANDLING SERVICE**

**A. CRATED AND/OR SKIDDED FLOOR LOAD SHIPMENTS**
Includes shipments that can be unloaded at the dock with no additional handling required. All freight received at the warehouse and/or show site that must be moved into or out of your booth before 8:00 a.m. or after 3:30 p.m. on weekdays, or anytime on Saturday, Sunday or holidays, will be charged overtime and/or late rate.

**B. CRATED SHIPMENTS REQUIRING SPECIAL HANDLING**
Includes shipments that are loaded and charged by cubic space and or packed in such a manner as to require additional handling (such as ground loading, side door loading, constricted space loading, designated piece loading or stacked shipments.) All freight received at the warehouse and/or show site that must be moved into or out of your booth before 8:00 a.m. or after 3:30 p.m. on weekdays, or anytime on Saturday, Sunday or holidays, will be charged overtime rate.

**C. UNCRATED, UNSKIDDED OR UNWRAPPED SHIPMENTS**
Includes shipments that are not in crates, cases, or boxes and/or unskidded machinery without proper lifting bars or hooks. All freight received at the warehouse and/or show site that must be moved into or out of your booth before 8:00 a.m. or after 3:30 p.m. on weekdays, or anytime on Saturday, Sunday or holidays, will be charged overtime and/or late rate.

**DELIVERY AFTER DEADLINE DATE**
Shipments received at the warehouse after 3:30 p.m. or after March 2, 2009 or any shipment received at show site after show opening will be charged overtime above rates.

---

### ROUND TRIP RATES

<table>
<thead>
<tr>
<th>Per CWT (100 lbs.)</th>
<th>Minimum Charge (200 lbs.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Warehouse Rate</td>
<td>$90.15</td>
</tr>
<tr>
<td>Show Site Rate</td>
<td>$94.50</td>
</tr>
<tr>
<td>__________ Total CWT @ $90.15 per CWT = $_______</td>
<td></td>
</tr>
<tr>
<td>Warehouse OT Rate</td>
<td>$112.70</td>
</tr>
<tr>
<td>Show Site OT Rate</td>
<td>$118.15</td>
</tr>
<tr>
<td>__________ Total CWT @ $112.70 per CWT = $_______</td>
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</tr>
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**ADVANCE WAREHOUSE NOT AVAILABLE**

---

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</tr>
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<td></td>
</tr>
</tbody>
</table>

**ADVANCE WAREHOUSE NOT AVAILABLE**
SHIPPING INSTRUCTIONS

FREIGHT HANDLING SERVICES

Vista Convention Services South is prepared to receive your shipment either in advance at our local warehouse or directly at the exhibit site. You may ship via the carrier of your choice.

Rates are based on the incoming weight of shipments. For rate information, see the MATERIAL HANDLING SERVICE AND RATES order form. Vista Convention Services South must have payment before forwarding freight.

SHIPPING TO THE ADVANCE WAREHOUSE

All advance shipments to the warehouse should be addressed/labeled as follows:

TO:  
NCCN 14TH ANNUAL CONFERENCE– COMPANY NAME– BOOTH NUMBER  
C/O VISTA SOUTH—WAREHOUSE  
6901 NW 26TH AVENUE  
MIAMI, FL 33147

- To trace your shipment, please contact our Warehouse at (305) 836-4010.

- Shipments will be received beginning **February 11, 2009**.

- Shipments received after the deadline of **March 2, 2009** will be charged an overtime rate.

- Advance warehouse receiving hours are Monday through Friday, **8:30 am to 3:30 pm**. Carriers checking in after **3:30 pm** Monday through Friday will not be guaranteed unloading.

- Warehouse shipments will not be received on weekends or holidays.

SHIPPING DIRECTLY TO SHOW SITE

All direct shipments to show site should be addressed/labeled as follows:

TO:  
NCCN 14TH ANNUAL CONFERENCE– COMPANY NAME– BOOTH NUMBER  
C/O VISTA SOUTH—THE WESTIN DIPLOMAT  
3555 SOUTH OCEAN DRIVE  
HOLLYWOOD, FL 33019

- Show site shipments will be received beginning **March 11, 2009** at **8:00 am**. Shipments arriving at show site prior to this date and time may be REFUSED or charged an overtime rate.
SHIPPING INSTRUCTIONS
(Continued)

SHIPPING OUTBOUND FROM SHOW SITE

- All outbound shipments must be accompanied by an official show bill of lading.
- You may obtain show bills of lading after reviewing your invoice at show site.
- When shipping to separate destinations, a separate bill of lading is required for each destination.
- All outbound shipments should be addressed/labeled as follows:

Label each item as follows:

<table>
<thead>
<tr>
<th>FROM:</th>
<th>(Your Company Name)</th>
</tr>
</thead>
<tbody>
<tr>
<td>BOOTH #:</td>
<td></td>
</tr>
<tr>
<td>SHOW NAME:</td>
<td></td>
</tr>
<tr>
<td>LOCATION:</td>
<td></td>
</tr>
<tr>
<td>TO:</td>
<td>(Shipping Address)</td>
</tr>
</tbody>
</table>

- Once your shipment is packed and labeled, return your show bill of lading to the Vista Convention Services South’s Service Desk. All bills of lading must be turned in no later than **7:00 pm** on **March 13, 2009**.  
  
  **DO NOT LEAVE BILLS OF LADING IN YOUR BOOTH!**

- Failure to turn in your show bill of lading by the designated deadline may result in additional overtimes charges and/or the rerouting of your materials.

- Be sure to confirm pickup day(s) and time(s) with your selected carrier. All outside carriers (carriers other than **UPS Freight Trade Show Service**) must be checked in between the hours of **3:00 pm and 6:00 pm** on **Friday, March 13, 2009**.
NCCN 14th ANNUAL CONFERENCE

March 11-15, 2009
The Westin Diplomat
Hollywood, FL

6901 NW 26th Ave
Miami, Florida 33147
Phone: (305) 673-1123
Fax: (305) 673-8713

DIRECTIONS TO WESTIN DIPLOMAT MARSHALLING YARD

DIRECTIONS TO MARSHALLING YARD

TAKE I - 95 TO HALLANDALE BEACH BLVD.

HEAD EAST TO A-1-A

TURN LEFT AT A-1-A (HEADING NORTH)

MARSHALLING YARD IS ON THE LEFT, APPROXIMATELY 1/2 MILE, HOTEL IS ON THE RIGHT.

TO ACCESS MARSHALLING YARD YOU MUST MAKE A U - TURN AT THE ENTRANCE TO THE HOTEL, BECAUSE OF A MEDIAN AT THE MARSHALLING YARD ENTRANCE.

PULL INTO THE MARSHALLING YARD AND PARK YOUR VEHICLE.

CHECK IN AT THE DESK AND YOU WILL BE GIVEN A TIME TO UNLOAD AT THE DOCK.

**PLEASE NOTE: USE HALLANDALE BEACH BLVD. EXIT IF YOU HAVE A LARGE VEHICLE.

THANK YOU,
VISTA SOUTH
ADVANCE WAREHOUSE SHIPMENTS ONLY
FROM: _____________________________________________
___________________________________________
___________________________________________
TO: NCCN 14TH ANNUAL CONFERENCE
EXHIBITING COMPANY___________________________
BOOTH #_________________
VISTA SOUTH—WAREHOUSE
6901 NW 26TH AVENUE
MIAMI, FL 33147

ADVANCE WAREHOUSE SHIPMENTS ONLY
FROM: _____________________________________________
___________________________________________
___________________________________________
TO: NCCN 14TH ANNUAL CONFERENCE
EXHIBITING COMPANY___________________________
BOOTH #_________________
VISTA SOUTH—WAREHOUSE
6901 NW 26TH AVENUE
MIAMI, FL 33147

FOR ADVANCE SHIPMENTS ONLY

ADVANCE WAREHOUSE SHIPMENTS ONLY
FROM: _____________________________________________
___________________________________________
___________________________________________
TO: NCCN 14TH ANNUAL CONFERENCE
EXHIBITING COMPANY___________________________
BOOTH #_________________
VISTA SOUTH—WAREHOUSE
6901 NW 26TH AVENUE
MIAMI, FL 33147

ADVANCE WAREHOUSE SHIPMENTS ONLY
FROM: _____________________________________________
___________________________________________
___________________________________________
TO: NCCN 14TH ANNUAL CONFERENCE
EXHIBITING COMPANY___________________________
BOOTH #_________________
VISTA SOUTH—WAREHOUSE
6901 NW 26TH AVENUE
MIAMI, FL 33147
EXHIBITORS

*PLEASE BE ADVISED THAT ALL INBOUND SHIPMENTS MUST HAVE A WEIGHT TICKET TO BE UNLOADED*

If you have any questions or need assistance, please do not hesitate to contact us at 305-673-1123.

Thank You,

Customer Service
Vista Convention Services South
ELECTRICAL SERVICE ORDER FORM

ORDER MUST BE RECEIVED IN EDD HELMS OFFICE BY FEBRUARY 26, 2009 TO RECEIVE THE ADVANCED RATE
ORDER ONLINE AT www.eddhelms.com Event ID Number 467LIDN

PLEASE COMPLETE THE FOLLOWING INFORMATION LEGIBLY. ALL INFORMATION IS MANDATORY. THANK YOU.

<table>
<thead>
<tr>
<th>EXHIBITING FIRM NAME:</th>
<th>DATE:</th>
<th>BOOTH #:</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADDRESS:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CITY:</td>
<td>STATE:</td>
<td>ZIP:</td>
</tr>
<tr>
<td>PHONE:</td>
<td>FAX:</td>
<td></td>
</tr>
</tbody>
</table>

CONTACT AT SHOW: EXHIBITORS E-MAIL:  

By signing this order form, exhibitors accept conditions and regulations from front & reverse side!

THE STANDARD LOCATION FOR OUTLETS IS THE REAR OF THE BOOTH. RATES QUOTED DO NOT INCLUDE LABOR OR MATERIAL CHARGES FOR CONNECTING EQUIPMENT.

POWER OUTLETS

All outlets are priced at 120V single phase.

<table>
<thead>
<tr>
<th>QUANTITY</th>
<th>RATE ADDED</th>
<th>QUANTITY</th>
<th>RATE ADDED</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 TO 1000 WATTS - 19 AMPS</td>
<td>$123.00</td>
<td>150 Quartz Light (On Stantion)</td>
<td>$135.00</td>
</tr>
<tr>
<td>1001 TO 1500 WATTS - 15 AMPS</td>
<td>$146.00</td>
<td>Track Light with 3 - 75 Watt Fixtures</td>
<td>$228.00</td>
</tr>
<tr>
<td>1501 TO 2000 WATTS - 20 AMPS</td>
<td>$167.00</td>
<td></td>
<td>$286.00</td>
</tr>
</tbody>
</table>

Yes, 24 Hour Service - An additional 50% of the subtotal

208V SINGLE PHASE OUTLETS

All outlets are priced for 208V single phase. Outlets requiring 208V three phase, double the price.

<table>
<thead>
<tr>
<th>QUANTITY</th>
<th>DESCRIPTION</th>
<th>VOLTAGE</th>
<th>PHASE</th>
<th>RATE</th>
<th>RATE</th>
<th>RATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>5 AMPS</td>
<td>Multi-Outlet Strip</td>
<td>208V</td>
<td>Single</td>
<td>$186.00</td>
<td>$278.00</td>
<td></td>
</tr>
<tr>
<td>10 AMPS</td>
<td>Tri-Tap</td>
<td>208V</td>
<td>Single</td>
<td>$212.00</td>
<td>$374.00</td>
<td></td>
</tr>
<tr>
<td>20 AMPS</td>
<td>Extension Cord 25</td>
<td>208V</td>
<td>Single</td>
<td>$359.00</td>
<td>$538.00</td>
<td></td>
</tr>
<tr>
<td>30 AMPS</td>
<td>$448.00</td>
<td>$683.00</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>60 AMPS</td>
<td>$635.00</td>
<td>$956.00</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>100 AMPS</td>
<td>$986.00</td>
<td>$1,372.00</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Please contact us for price quotation for motor loads or 480 Volts

ACCESSORIES

<table>
<thead>
<tr>
<th>QUANTITY</th>
<th>DESCRIPTION</th>
<th>RATE</th>
<th>RATE</th>
<th>RATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>60 AMPS</td>
<td>$25.00</td>
<td>250</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

TOTAL AMOUNT DUE

<table>
<thead>
<tr>
<th>QUANTITY</th>
<th>RATE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>MONDAY-FRIDAY (EXCEPT HOLIDAYS) 8:00 AM-4:30 PM</td>
<td>$75 Reg.</td>
<td></td>
</tr>
<tr>
<td>MONDAY-FRIDAY 4:30 PM-8:00 AM, SATURDAYS, SUNDAYS &amp; HOLIDAYS</td>
<td>$150 O.T.</td>
<td></td>
</tr>
</tbody>
</table>

Minimum Labor Charge is 1 hour

METHOD OF PAYMENT: MAKE CHECKS PAYABLE TO EDD HELMS ELECTRIC

<table>
<thead>
<tr>
<th>PAYING BY:</th>
<th>CREDIT CARD NUMBER</th>
<th>EXP. DATE:</th>
<th>3 OR 4 DIGIT SECURITY CODE ON CARD:</th>
</tr>
</thead>
<tbody>
<tr>
<td>AMEX</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MASTER CARD</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>VISA</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CHECK #</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Complete Credit Card Billing Address:

All floor orders require an authorized signed credit card on file before any work can be performed.

By signing this form you agree to Edd Helms Electric's terms and conditions.
IMPORTANT CONDITIONS AND REGULATIONS

1. Orders must be received, with valid payment, a minimum of 14 days prior to show date to be eligible for advance rate. The advanced rate cutoff date is clearly indicated on the top of the electrical order form.

2. Conditions for processing service order forms are:
   a. Payment for service MUST accompany service request. Date valid payment is received shall determine the applicable rate.
   b. Personal checks will be subject to credit verification.
   c. Incomplete hook-up or power requirement information will delay processing.
   d. Booth Number(s) must be identified on face of form.
   e. Location of power in booth(s) must be clearly marked on grid or provide prints or layouts if available.

3. Electrical work, other than that listed in unit price schedule on reverse side, will be charged on an hourly rate as shown. Minimum charge is ONE hour.

4. Credit will not be given for electrical service installed and not used. Electrical service is normally installed approximately 24-48 hours prior to Exhibitor move in date.

5. Under NO CIRCUMSTANCES shall anyone other than an Edd Helms Electric electrician install fixtures or make electrical connections.

6. All material and equipment furnished by Edd Helms Electric for this service order shall remain the property of Edd Helms Electric and shall be removed ONLY by Edd Helms Electric at the close of the show.

7. All equipment regardless of source of power, must comply with Federal, State, and local codes. Edd Helms Electric reserves the right to inspect all electrical devices and connections to ensure compliance with all codes. Edd Helms Electric is required to refuse connections where the exhibitor wiring is not in accordance with local electrical codes. You will be charged for inspections.

8. Permanent building utility outlets are not a part of booth space and are not to be used by exhibitors.

9. Use of open clip sockets, latex or lamp cord wire, duplex or triplex attachments plugs, or non-U. L. approved equipment is prohibited.

10. If your U.L. fixtures are not a permanent part of your booth, they MUST be installed by Edd Helms Electric.

11. All exhibitors’ cords must be of the 3-wire grounded type. All exposed non-current carrying metal parts of fixed equipment, which are liable to be energized, shall be grounded.

12. All claims or disputes regarding service orders must be settled at the show and submitted in writing to the show service desk. No adjustments will be made after the show closes.

13. Labor rates are based upon current wage rates and are subject to change without notice.

14. All service connections and overload protection to equipment must be made by Edd Helms Electric.

15. All electrical equipment must be properly tagged and wired with complete information as to type of current, voltage, phase, cycle, horsepower, etc.

16. Electrical power for lights and displays will be turned on one half-hour prior to show opening and turned off one half hour after show closing.

17. Unless otherwise directed, Edd Helms Electric electricians are authorized to cut floor coverings to permit installation of service.

18. Rates quoted for all connections cover only the bringing of service to the booth in the most convenient manner and do not include connecting equipment and special wiring. Island displays, special wiring connections, or service locations requested at other than edge of booth, shall incur additional charges for labor and material.

19. Standard electrical service available:
   - 120 Volt, A.C. Single Phase, 60 Cycle
   - 208 Volt, A.C. Single Phase, 60 Cycle
   - 208 Volt, A.C. Three Phase, 60 Cycle
   Special voltage available on request, 14 days prior to event.

20. Past due balances are subject to past due penalties (plus cost of collections).

21. Exhibitor holds Edd Helms Electric harmless for any and all losses of power beyond Edd Helms Electric control including, but not limited to, losses due to utility company failure, permanent power distribution failure, power failure caused by vandalism, faulty exhibitor equipment, or overloads caused by exhibitor.
Date: ______________________

GROUP OR CONVENTION INFORMATION

Group Name: __________________________________________________________

Convention Name (if different): __________________________________________

Function Dates: _______________________________________________________

Location: _____________________________________________________________

Conference/Catering Manager: ___________________________________________

I hereby authorize charges for the above said function to be applied to the credit card number below.

Credit Card Type: AMX MC Visa

Credit Card Number: ____________________________________________________

Expiration Date: ______________________

Visa or Mastercard: Last 3 digits on back of card: ________________

American Express: 4 digits on front of card: ________________

Name on Card: _________________________________________________________

CC Billing Address: ____________________________________________________

Billing Address: _______________________________________________________

(If different from above)

Phone: ____________________________ Fax: ____________________________

Authorized Amount: ______________

Card Holder Signature: _________________________________________________

Date: ______________________
GROUP_________________________________________________________
HOTEL_________________________________________________________
BALLROOM_______________________________________________________
BOOTH # _________________________________________________________
COMPANY________________________________________________________
Contact_________________________________________________________
Phone_________________________ Fax_______________________________
Email___________________________ Mobile____________________________
Address________________________________________________________________

BILLING INFORMATION
Master Account________________________ Direct Bill_____________________
Billing Address________________________________________________________________

Credit Card: SEE ATTACHED CREDIT CARD AUTHORIZATION (We require full deposit prior to event.)
Onsite Contact_________________________________________________________
LOAD IN DATE____________________ CALL TIME________________________
LOAD OUT DATE___________________ CALL TIME________________________
Description of items to be hung___________________________________________
________________________________________________________________________
________________________________________________________________________

Signature________________________________________________________________
Date______________________________________________________________________

We trust you have read the hotels rigging regulations and reviewed our contract required rigging rates and conditions on www.rigginginfo.com and you have designed your event using our CAD as your template. Please email your CAD file as a .dwg or .dxf to greg@rigginginfo.com. Greg is available to assist you with any technical questions you may have.

PLEASE EMAIL OR FAX COMPLETED FORMS FOR CONFIRMATION
214-658-9702 OR terry@rigginginfo.com
REQUISITION FOR EXHIBIT RIGGING LABOR

National Production Services, Inc is the exclusive in-house rigging contractor for the Hotel. The Hotel Management is very concerned with the safety and welfare of its customers and guests, as well as the safety and structural integrity of the Hotel meeting space.

National Production Services, Inc is responsible for the approval of equipment and design for all rigging systems within the Hotel. We are also responsible for installation and dismantling of all rigging systems and suspended production elements within the Hotel's ballroom ceilings. This includes, but is not limited to all signage, banners, headers, lighting trusses, scenic elements and audio components. All suspended items must conform to any show management regulations and rules. Please give us specifics regarding your exhibit or send drawings via email or fax to the contact information below. Please let us now who your I&D company contact is. NPS is not responsible for assembly of the items to be suspended.

A scissor lift or a boom lift is necessary for rigging at the Hotel. Lifts may be rented from National Production Services, Inc.

Please visit our website www.rigginginfo.com for venue specific rigging rates and regulations. Changes to crew call times will result in additional charges of time and a half unless notification is received in writing at least twenty-four (24) hours prior to requested services. Cancellation of any scheduled service will result in a four-hour minimum per man scheduled unless notification in writing of cancellation is received no later than twenty-four (24) hours prior to requested services.

PLEASE EMAIL OR FAX COMPLETED FORMS FOR CONFIRMATION
214-658-9702 OR Terry@rigginginfo.com
Show Name: __________________________________________________________

Location: _____________________________________________________________

<table>
<thead>
<tr>
<th>Quantity</th>
<th>2’ – 3’ GREEN PLANT</th>
<th>Prices</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>______</td>
<td>$34.00</td>
<td>______</td>
<td></td>
</tr>
<tr>
<td>______</td>
<td>4’ – 5’ GREEN PLANT</td>
<td>$44.00</td>
<td>______</td>
</tr>
<tr>
<td>______</td>
<td>6’ – 7’ GREEN PLANT</td>
<td>$64.00</td>
<td>______</td>
</tr>
<tr>
<td>______</td>
<td>8’ – 9’ GREEN PLANT</td>
<td>$94.00</td>
<td>______</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Quantity</th>
<th>POTTED MUMS: Choose Color</th>
<th>Prices</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>______</td>
<td>White____ Yellow____</td>
<td>$24.00</td>
<td>______</td>
</tr>
<tr>
<td>______</td>
<td>Bronze____ Lavender_____</td>
<td>______</td>
<td>______</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Quantity</th>
<th>SEASONAL FLOWERING PLANT</th>
<th>Prices</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>______</td>
<td>$24.00</td>
<td>______</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Quantity</th>
<th>BROMELIAD</th>
<th>Prices</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>______</td>
<td>$34.00</td>
<td>______</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Quantity</th>
<th>ORCHID PLANT</th>
<th>Prices</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>______</td>
<td>$44.00</td>
<td>______</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Quantity</th>
<th>BOSTON FERN</th>
<th>Prices</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>______</td>
<td>$24.00</td>
<td>______</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Quantity</th>
<th>FLORAL ARRANGEMENTS: CHECK ONE</th>
<th>Prices</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>______</td>
<td>$50.00____$75.00____$100.00_____</td>
<td>______</td>
<td>______</td>
</tr>
</tbody>
</table>

TROPICAL____ SEASONAL_____HEIGHT_____WIDTH_____

Sales Tax 6% ________

PLEASE CALL OUR DESIGNER FOR ADDITIONAL BOOTH DÉCOR.

Total ________

Delivery Date ____________Show Date____________Removal Date ___________

Exhibitor Name __________________________________________Booth #___________

Address____________________________________________________________________

City________________________________State___________________Zip______________

Contact Name ________________________Phone _________________Fax______________

Payment Method: Check ____Visa ____ Master Card ____ American Express____ Discover___

Name of Card Holder (Sign)__________________________(Print)______________________

Card Number _____________________________________Expiration Date ______________

RENTAL POLICIES: All Material and Plants are made available on a rental basis. Items missing from booth upon pick up are the responsibility of the exhibitor and will be additionally charged. The availability of such items is subject to season and geography. Availability and color of plants are not guaranteed if not ordered seven (7) days prior to show date. Orders are not valid until confirmed via fax by Jeren Tropicals, Inc. Price includes Delivery, Plants, Containers and Removal. (ALL ORDERS ARE TO BE PAID IN FULL BEFORE DELIVERY).

PLEASE FAX OR EMAIL YOUR ORDER. THANK YOU FOR YOUR BUSINESS!
Credit Card Consent Form

I authorize Presentation Services to charge my card in the amount of $______________

Type of card: (circle)       American Express           VISA          Mastercard

Credit Card Number:______________________________________________________

Exp Date:______________________________ Security Code _________________________

Customer PO (if required or Purchase card used #):______________________________

Cardholder’s Name: _________________________________________________________

Cardholder’s Phone Number: _________________________________________________

Cardholder’s email address: _________________________________________________

Cardholder’s Billing Address: ________________________________________________

State and Zip Code:  ____________________________ __________________________

Customer Name to be Invoiced:______________________________________________

Invoice/Order Number(s): ___________________________________________________

I, (please print)______________________________________________, certify the above information to be true and correct to the best of my knowledge. As the cardholder, I am authorizing the above credit card account to be charged for the above order and any additional amounts incurred as a result of all show site changes by my representatives.

Signature____________________________________________Date______________

Cancellation Policy

A) Cancellations received within 48 hours of the scheduled delivery date are subject to a 50 % fee applicable to equipment and tax only.
B) Cancellations received on the day of the scheduled delivery or “no-shows” are subject to pay the full amount of the order to include installation, drayage and tax.

________________________Signature_________________________Date_______________

PSAV office use only:  Location #__________Approval Code________________________
## Video Equipment

<table>
<thead>
<tr>
<th>Qty</th>
<th>Daily Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Advanced</td>
</tr>
<tr>
<td>1/2&quot; VHS Player with &quot;end of tape&quot; Repeat</td>
<td>$70.00</td>
</tr>
<tr>
<td>DVD Player</td>
<td>$75.00</td>
</tr>
<tr>
<td>Sony BetaSP Player/Recorder</td>
<td>$475.00</td>
</tr>
<tr>
<td>International 1/2&quot; VHS: Multi-standard (PAL / SECAM)</td>
<td>$180.00</td>
</tr>
<tr>
<td>20&quot; VHS-Combo Unit (NOT for computer use)</td>
<td>$110.00</td>
</tr>
<tr>
<td>27&quot; Color monitor (Not for computer use)</td>
<td>$120.00</td>
</tr>
<tr>
<td>32&quot; Color monitor (Not for computer use)</td>
<td>$240.00</td>
</tr>
<tr>
<td>42&quot;54&quot; Rolling Cart - w / black skirt</td>
<td>$22.00</td>
</tr>
<tr>
<td>Tripod Projection Screens (6', 7' or 8')</td>
<td>$75.00</td>
</tr>
</tbody>
</table>

### Customer Information

- Firm Name: [Field]
- Address: [Field]
- City: [Field]
- State: [Field]
- Zip: [Field]

### Ordering Instructions

- The total charge per item is determined by multiplying the quantity by the daily rate by the number of days to be used.
- Please include applicable Sales Tax on equipment rental. TAX EXEMPT STATUS - If you are exempt from payment of sales tax, we require you to forward an exemption certificate for the state of Florida.
- To guarantee equipment availability and advanced rate, this order should reach us 14 days prior to delivery.
- Operator labor, if requested, is subject to the prevailing hourly rate with a 5 hour minimum.
- On site additions are subject to additional labor.
- CANCELLATIONS: 72 hours prior to delivery date to avoid a minimum one day charge.
- If services have already been provided at the time of cancellation, 100% of original charges will be applied.

### Audio Equipment

<table>
<thead>
<tr>
<th>Qty</th>
<th>Daily Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Advanced</td>
</tr>
<tr>
<td>CD Player or Cassette recorder / player</td>
<td>$70.00</td>
</tr>
<tr>
<td>Wired microphone: handheld or lavaliere (circle one)</td>
<td>$30.00</td>
</tr>
<tr>
<td>Wireless microphone: handheld or lavaliere (circle one)</td>
<td>$150.00</td>
</tr>
<tr>
<td>Powered speaker with stand</td>
<td>$75.00</td>
</tr>
<tr>
<td>Sound system with (2) powered speakers, (2) stands and</td>
<td>$275.00</td>
</tr>
<tr>
<td>(1) wired microphone: handheld or lavaliere (circle one)</td>
<td>-</td>
</tr>
<tr>
<td>Sound system with (2) powered speakers, (2) stands and</td>
<td>$400.00</td>
</tr>
<tr>
<td>(1) wireless microphone: handheld or lavaliere (circle one)</td>
<td>-</td>
</tr>
</tbody>
</table>

### Computer Display Equipment

<table>
<thead>
<tr>
<th>Qty</th>
<th>Daily Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Advanced</td>
</tr>
<tr>
<td>21&quot; Multisync XGA Computer Monitor (includes interface)</td>
<td>$275.00</td>
</tr>
<tr>
<td>18&quot; Flat screen monitor</td>
<td>$175.00</td>
</tr>
<tr>
<td>21&quot; Flat screen monitor</td>
<td>$200.00</td>
</tr>
<tr>
<td>32&quot; XGA plasma monitor ( 1024 x 768 )</td>
<td>$300.00</td>
</tr>
<tr>
<td>42&quot; XGA plasma monitor ( 1024 x 768 )</td>
<td>$450.00</td>
</tr>
<tr>
<td>50&quot; SXGA plasma monitor ( 1280 x 1024 )</td>
<td>$550.00</td>
</tr>
<tr>
<td>61&quot; SXGA plasma monitor ( 1280 x 1024 )</td>
<td>$600.00</td>
</tr>
<tr>
<td>Plasma stand (Cobra ) for 42&quot; &amp; 50&quot; plasma monitors</td>
<td>$100.00</td>
</tr>
<tr>
<td>LCD projector (small venue)</td>
<td>$695.00</td>
</tr>
<tr>
<td>Windows Laptop</td>
<td>$295.00</td>
</tr>
</tbody>
</table>

### Rental Totals

<table>
<thead>
<tr>
<th>Equipment</th>
<th>Qty</th>
<th>RATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Video Damage</td>
<td>640.00</td>
<td>$17.25</td>
</tr>
</tbody>
</table>

### Delivery Information

- Booth #: [Field]
- Delivery Date: [Field]
- Pickup Date: [Field]
- Component #: [Field]
- Job #: [Field]

### Method of Payment

- American Express [ ]
- Visa [ ]
- MasterCard [ ]
- Check [ ]

### Return for Processing

- E-MAIL: presentations@westin.com
- Phone: (954) 602-8900
- Fax: (954) 456-3179

---

### Exhibitor Audio Visual Order Form

- Event Name: [Field]
- Event Dates: [Field]
- Event Room: [Field]

---

### LED Video Solutions

We offer a wide range of LED monitors and cube walls configured to your specifications 2x2, 3x3, 4x4, etc.
Convention Photography Order Form & Contract

Name of Convention or Event ____________________________________________________
Convention Location ______________________________ Convention Date_____________
Firm Name_________________________________________________________________________
Street Address ____________________________________________________________________
City & State _______________________________________________ Zip ___________________
Phone (___) ______________, Fax (___) ____________, E-mail____________________________

Ordered by: (Please print) ______________________________________ Title ____________
Special instructions_________________________________________________Booth #______

BOOTH PHOTO: Without People_____ with Staff_____ Staff & Customers________
Contact Person _____________________________________________ Title ________________

Professional Photographs of Exhibits and Products

A. One view of Booth shot in Digital format, Includes one Color 8X10, High
Resolution Tiff and Jpeg on CD…………………………..$125.00
B. Additional views of Booth, includes one 8X10 per view………………$65.00
C. Additional 8X10s per View……………………………………… ……………….$20.00
D. Custom Display 16X20 of any View…………………… …………………..…$75.00

Promotional, Publicity and Convention Coverage

Grand Opening, Receptions, Dinners, Award Presentations,
Promotions and Public Relation Events

Digital Photographic Services for Convention, Publicity or
Promotional has a 2 Hour minimum at $125.00 per hour, 4-8
hours $100.00 per hour for Digital photography,

Digital Photography burning and editing images on CD...$75.00

Broad Cast Video Production Services

ProCamera and videographer: $150 per hour, Minimum 2 hours (Full-size DVCam 2/3 CCD)

Production, Editing, Post-production: $65 per hour
LOCATION SHOOTING: Sony 3-CCD DVCAM digital camcorder, handheld or on a tripod, with camera mounted shotgun microphone. Up to 1 hour per tape. 1 digital camera and operator $750 per day, Plus $50 per hour production time.

Additional services, second camera and operator $600.00 per day. Sound and lighting assistant $500.00 per day.

POST PRODUCTION / EDITING: Apple Final Cut Pro System- $65.00 per hour production time. Output to MOV, DVD, H.264, DVCAM, Mini-DV

CUSTOM MARKETING VIDEO - $2495

Advertise your business on the web and on DVD. Put your business strategies into motion with a creative presentation that effectively gets your message across. This package includes both in-studio and on-location video shooting. Show off what your company has to offer in a way that a brochure can't convey. This professional video presentation is ideal for longer features that need to tell a story, explain your business in detail, or train employees. In-studio and on-location recording and digital enhancements, professional voice over narration, multiple royalty-free music selections, digital copies of the program for website streaming and delivery of 5 DVD copies are just part of this complete package. Travel, lodging and meals not included. Story boards, script writing and Voice Over services are also available upon request.

Please send Remittance with your Order

Signature____________________________________Title________Date______
**Group Internet & Telecom Request Form**

**TECHNOLOGY SERVICES ORDER**
MAIL OR FAX WITH PAYMENT TO:
ATTN: IT Services Dept
The Westin Diplomat
Resort & Spa
3555 South Ocean Drive
Hollywood, FL 33019
FAX: (954) 602-8860

---

**MTG RM / Booth #**

<table>
<thead>
<tr>
<th>EVENT NAME:</th>
<th>INSTALLATION DATE / TIME</th>
<th>REMOVAL DATE / TIME</th>
</tr>
</thead>
<tbody>
<tr>
<td>COMPANY NAME:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>STREET ADDRESS:</td>
<td>CITY:</td>
<td>STATE:</td>
</tr>
<tr>
<td>ORDERED BY:</td>
<td>PRINT NAME:</td>
<td>TELEPHONE:</td>
</tr>
<tr>
<td>E-MAIL ADDRESS:</td>
<td>ON-SITE TECHNICAL CONTACT (NAME):</td>
<td></td>
</tr>
</tbody>
</table>

FULL PAYMENT MUST BE RECEIVED SEVEN (7) CALENDAR DAYS PRIOR TO YOUR GROUP EVENT. NO CREDITS WILL BE ISSUED ON ETHERNET DROPS INSTALLED AS ORDERED EVEN THOUGH NOT USED. ALL ORDERS ARE SUBJECT TO A 25% CANCELLATION FEE. PRICES DO NOT INCLUDE 6% SALES TAX.

---

### INTERNET and TELECOM SERVICES REQUIRED

<table>
<thead>
<tr>
<th>QTY</th>
<th>RATE</th>
<th>TOTAL AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$350/Day</td>
<td>$750/Stay</td>
</tr>
<tr>
<td></td>
<td>$100/Stay</td>
<td></td>
</tr>
</tbody>
</table>

Ethernet Drop/Wireless with One IP address - Ordering service requires at least one 10/100BaseT Ethernet drop (the physical CAT5 cable to your location/booth). Multiple devices on the Internet require add'l IP addresses, even devices behind routers.

Additional IP Address - One IP address is included with each Ethernet drop. Add'l devices, requires add'l IP addresses - one for each device accessing the network. Hubs, and patch cabling included. Network addressing is DHCP.

Please indicate your preference for wired or wireless connection with an ‘X’ in the box to the right.

---

**INTERNET SUBTOTAL**

<table>
<thead>
<tr>
<th>Item</th>
<th>QTY</th>
<th>RATE</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Analog Modem, Computer (Local and 800)</td>
<td>$75</td>
<td>$100</td>
<td></td>
</tr>
<tr>
<td>In-house phone lines</td>
<td>$75</td>
<td>$100</td>
<td></td>
</tr>
<tr>
<td>Long Distance Line (Local and LD) + usage</td>
<td>$150</td>
<td>$200</td>
<td></td>
</tr>
<tr>
<td>DID Direct Inward Dialing + usage</td>
<td>$200</td>
<td>$250</td>
<td></td>
</tr>
<tr>
<td>Voicemail, Rollovers, Hotlines, Call Pick-</td>
<td>$50</td>
<td>$75</td>
<td></td>
</tr>
<tr>
<td>Speaker Phone</td>
<td>$50</td>
<td>$75</td>
<td></td>
</tr>
<tr>
<td>Digital Phone</td>
<td>$300</td>
<td>$350</td>
<td></td>
</tr>
<tr>
<td>ISDN (network access &amp; video) + usage</td>
<td>$300</td>
<td>$350</td>
<td></td>
</tr>
<tr>
<td>Polycom Conference phone</td>
<td>$200</td>
<td>$250</td>
<td></td>
</tr>
<tr>
<td>Polycom Conference phone with add'l microphones</td>
<td>$300</td>
<td>$350</td>
<td></td>
</tr>
</tbody>
</table>

**TELECOM SUBTOTAL**

**GRAND TOTAL**

---

**PAYMENT INFORMATION**

CHECK NO: ______________________________

ACCOUNT NO: ______________________________

CREDIT CARD (CIRCLE): DISCOVER MASTER CARD VISA AMEX

EXPIRATION DATE: ____ / ____ / ______ 031405S

SIGNATURE: ______________________________

PRINT NAME EXACTLY AS IT APPEARS ON CARD: ______________________________
## Rates Are for the Entire Show

### Exhibitor Information

**Name:** ________________________________  
**Billing Contact:** __________________________  
**Address:** _____________________________________  
**City, State, Zip:** _______________________________  
**Phone:** ____________________________  
**Fax:** ____________________________  
**Email Address:** ________________________________  

**Delivery Contact:** ____________________________  
**Booth #** ____________________________  
**Onsite Cell #** ____________________________

### TradeShow Information

**NCCN 14th Annual**  
**March 11-15, 2009**  
**The Westin Diplomat**

### Lead Retrieval Solutions

<table>
<thead>
<tr>
<th>LEAD RETRIEVAL SOLUTIONS:</th>
<th>IF ORDERED BY:</th>
<th>IF ORDERED AFTER:</th>
<th>ONSITE RENTAL</th>
<th>QTY</th>
<th>TOTAL PRICE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. SwiftScan Handheld</td>
<td>02/29/2009</td>
<td>02/29/2009</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Battery operated wireless handheld system with built in scanner, display, qualifiers. Leads available 24 hours after the show completes.</td>
<td><strong>$420.00</strong></td>
<td><strong>$445.00</strong></td>
<td><strong>$495.00</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

| 2. SwiftScan Handheld-online | | | | | |
| Battery operated wireless handheld system with built in scanner, display, qualifiers. Leads available to exhibitor online instantly. | **$465.00** | **$495.00** | **$520.00** |     |             |

### Optional Services

<table>
<thead>
<tr>
<th>OPTIONAL</th>
<th>PRICE</th>
<th>QTY</th>
<th>TOTAL PRICE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Booth Delivery &amp; Setup*</td>
<td>$65.00</td>
<td></td>
<td>n/a</td>
</tr>
<tr>
<td>Mini Printer</td>
<td>$55.00</td>
<td>$65.00</td>
<td>n/a</td>
</tr>
<tr>
<td>Damage Waiver**</td>
<td>3% of rental</td>
<td>3% of rental</td>
<td>n/a</td>
</tr>
<tr>
<td>Post Show Leads Backup***</td>
<td>$35.00</td>
<td>$45.00</td>
<td>$55.00</td>
</tr>
</tbody>
</table>

### Notes

LAT is not responsible for diskette of leads whether it is lost, damaged, and/or stolen once diskette is removed from the terminal by client, or given to client by LAT upon show end. Delivered units must be returned to the LAT Service Desk by exhibitor at the end of the event.

*All equipment must be picked up from the LAT service desk unless delivery option is chosen.
**Client not be responsible for any equipment damage if chosen.
***LAT will backup client’s leads, as extra security, when terminal is returned at the end of the event.

---

**Rental Payment is Due in Advance***

**Submit Order Form and Payment To:**  
Jeff J. Olszewski  
LAT Conference Services  
7710 White Ash Street  
Orlando, FL 32819  
(407) 248-0046  
(407) 233-1436, fax  
jeff@LATConferenceServices.com

**Rental Payment:**  
_____ Visa/MC  
_____ AMEX  
_____ Check

**Card #:** ________________________________  
**Exp.Date:** ____________________  
**SEC #:** ____________________________  
**Card Holder Name:** ____________________________  
**Card holder & signature represents above company or companies.**

**Authorized Signature:** ***  
**I authorize this credit card to be used as payment for this contract.***

---

Rental rates are based on the entire show including setup day. Customer is responsible for all loss or damage to equipment. All orders are subject to LAT standard terms and conditions. A company representative MUST be present upon delivery and pick up or additional fee may apply. 100% cancellation fee may apply for orders cancelled up to 10 days before the show. Any items cancelled on-site will be charged 100% cancellation fee. Prices subject to availability. **Drayage/union/handling fees are not included.**
UPS Freight℠ Trade Show Services

Simplified shipping solutions

Inbound to the show

• Contact with a trade show specialist provides the right solution for moving your exhibit to and from the show—well before it begins.

• Advance warehousing streamlines the shipping process prior to shows and ensures priority delivery to the show floor.

• Round-the-clock tracking capabilities give you real-time information on exhibit materials and your booth.

Outbound from the show

• On-site UPS representatives advise on freight and package transportation options.

• Our full range of freight and package services includes ground or air service, as well as guaranteed* and time-definite urgent services.

• Coordinated package and freight pickups at the show help get you to the airport on time.

Contact Trade Show Services at 800.988.9889 or via email at tradeshow@upsfreight.com.

A complete range of services from the carrier you know and trust

Freight services:
• Ground freight
• Air freight
• Urgent

Package services:
• Ground
• Air
• International
On Service...
On Excellence

Accent
Tradeshow & Event Furnishings

www.GetAccent.com

Accent
On Service...

Accent
On Excellence

www.GetAccent.com
LOUNGE AREAS

Uptown

A-1 Sofa, Black Suede
83”L x 32”D x 32”H

A-2 Loveseat, Black Suede
59”L x 32”D x 32”H

A-3 Chair, Black Suede
39”L x 32”D x 32”H

A-4 Bench, Black Suede
61”L x 20”D x 17”H

A-5 Cocktail Table, Nickel & Glass
52”L x 31”D x 19”H

A-6 End Table, Nickel & Glass
26” Diameter x 22”H
### Matrix

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Dimensions</th>
</tr>
</thead>
<tbody>
<tr>
<td>B-1</td>
<td>Sofa, Black Onyx</td>
<td>82”L x 34”D x 31”H</td>
</tr>
<tr>
<td>B-2</td>
<td>Loveseat, Black Onyx</td>
<td>61”L x 34”D x 31”H</td>
</tr>
<tr>
<td>B-3</td>
<td>Chair, Black Onyx</td>
<td>38”L x 34”D x 31”H</td>
</tr>
<tr>
<td>B-4</td>
<td>Cocktail Table, Black &amp; Glass</td>
<td>48”L x 24”D x 17”H</td>
</tr>
<tr>
<td>B-5</td>
<td>End Table, Black &amp; Glass</td>
<td>21”L x 21”D x 21”H</td>
</tr>
<tr>
<td>B-6</td>
<td>Table Lamp, Black</td>
<td>25”H</td>
</tr>
<tr>
<td>B-7</td>
<td>Floor Lamp</td>
<td>Black, 72”H</td>
</tr>
</tbody>
</table>

### Newport

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Dimensions</th>
</tr>
</thead>
<tbody>
<tr>
<td>C-1</td>
<td>Sofa, Tan Suede</td>
<td>79”L x 34”D x 32”H</td>
</tr>
<tr>
<td>C-2</td>
<td>Loveseat, Tan Suede</td>
<td>54”L x 34”D x 32”H</td>
</tr>
<tr>
<td>C-3</td>
<td>Chair, Tan Suede</td>
<td>32”L x 34”D x 32”H</td>
</tr>
<tr>
<td>C-4</td>
<td>Cocktail Table, Natural</td>
<td>48”L x 24”D x 17”H</td>
</tr>
<tr>
<td>C-5</td>
<td>End Table, Natural</td>
<td>24”Diameter x 21”H</td>
</tr>
<tr>
<td>C-6</td>
<td>Ottoman, Green Suede</td>
<td>32”L x 19”D x 17”H</td>
</tr>
<tr>
<td>C-7</td>
<td>Chair, Green Suede</td>
<td>32”L x 34”D x 32”H</td>
</tr>
</tbody>
</table>
**Laredo**

- **D-1** Sofa, Black Leather
  - 77"L x 34"D x 32"H

- **D-2** Loveseat, Black Leather
  - 54"L x 34"D x 32"H

- **D-3** Chair, Black Leather
  - 32"L x 34"D x 32"H

- **D-4** Oval Cocktail Table, Black & Chrome
  - 46"L x 23"D x 18"H

- **D-5** Round End Table, Black & Chrome
  - 23"Diameter x 20"H

- **D-6** Table Lamp, Black & Chrome
  - 22"H

**Bristol**

- **E-1** Sofa, Grey Upholstery
  - 77"L x 33"D x 31"H

- **E-2** Loveseat, Grey Upholstery
  - 54"L x 33"D x 31"H

- **E-3** Chair, Grey Upholstery
  - 32"L x 33"D x 31"H

- **E-4** Cocktail Table, Black Cube
  - 30"L x 30"D x 16"H

- **E-5** Cocktail Table, Black Cylinder
  - 30"Diameter x 15"H

- **E-6** End Table, Black Cube
  - 24"L x 24"D x 20"H
Avalon

F-1 Sofa, Black & Chrome
78”L x 37”D x 35”H

F-2 Loveseat, Black & Chrome
61”L x 37”D x 35”H

F-3 Chair, Black & Chrome
43”L x 37”D x 35”H

F-4 Cocktail Table, Chrome & Glass
45”L x 32”D x 18”H

F-5 End Table, Chrome & Glass
25”Diameter x 21”H

Barcelona

G-1 Chair, Red Barcelona
31”L x 35”D x 33”H

G-2 Ottoman, Red Barcelona
24”L x 24”D x 17”H

G-3 Chair, White Barcelona
31”L x 35”D x 33”H

G-4 Ottoman, White Barcelona
24”L x 24”D x 17”H

G-5 Chair, Black Barcelona
31”L x 35”D x 33”H

G-6 Ottoman, Black Barcelona
24”L x 24”D x 17”H
**LOUNGE AREAS**

**Melrose**

H-1  Sofa, Red Swirl
78”L x 41”D x 30”H

H-2  Chair, Red Swirl
40”L x 36”D x 30”H

H-3  Bench, Red Swirl
61”L x 21”D x 17”H

**Sunburst**

H-4  Sofa, Yellow & Chrome
86”L x 32”D x 33”H

H-5  Loveseat, Yellow & Chrome
71”L x 32”D x 33”H

H-6  Chair, Yellow & Chrome
57”L x 32”D x 33”H

**Monaco**

H-7  Sofa, Orchid & Chrome
80”L x 31”D x 31”H

H-8  Loveseat, Orchid & Chrome
65”L x 31”D x 31”H

H-9  Chair, Orchid & Chrome
44”L x 31”D x 31”H
South Beach

I-1 Sofa, White
77”L x 34”D x 32”H

I-2 Chair, White
53”L x 34”D x 32”H

I-3 Bench, White
53”L x 27”D x 16”H

I-4 Sofa, Red
77”L x 34”D x 32”H

I-5 Chair, Red
53”L x 34”D x 32”H

I-6 Bench, Red
53”L x 27”D x 16”H

I-7 Cocktail Table, Chrome & Glass
45”L x 32”D x 18”H

I-8 End Table, Chrome & Glass
25”Diameter x 21”H

I-9 Gelato Table
24”Diameter x 31” to 40” Adjustable Height
  I-9 White
  I-10 Grey
  I-11 Black

I-12 Scoop Chair
17”L x 22” to 33” Adjustable Height
  I-12 Red
  I-13 Grey
  I-14 Black
Havana

J-1 Sofa, Havana Leather
88"L x 38"D x 37"H

J-2 Chair, Havana Leather
47"L x 38"D x 37"H

J-3 Cocktail Table, Havana
50"L x 34"D x 18"H

J-4 End Table, Havana
28" Diameter x 22"H

J-5 Wingback Chair, Blue
34"L x 36"D x 45"H

J-6 Wingback Chair, Burgundy
34"L x 36"D x 45"H

J-7 Desk Chair, Cherry
16"L x 18"D x 39"H

J-8 Writing Desk, Cherry
48"L x 24"D x 30"H

J-9 Sofa Table, Cherry
44"L x 15"D x 27"H

J-10 Cocktail Table, Cherry
42"L x 23"D x 15"H

J-11 End Table, Cherry
23"L x 18"D x 20"H

J-12 Table Lamp, Brass
28"H
TALL CAFE' TABLES & CHAIRS

**Table, Black**
- **K-1** 24" Diameter Top x 29"H
- **K-2** 30" Diameter Top x 29"H
- **K-3** 36" Diameter Top x 29"H
- **K-4** 42" Diameter Top x 29"H

**Table, Black & Glass**
- **K-13** 42" Diameter x 29"H

**Bar Stool, Black**
- **K-10** 21"L x 20"D x 41"H
- **K-15** 16"L x 18"D x 42"H

**Bar Stool, Jet Black**
- **K-15** 16"L x 18"D x 42"H

**Chair, Black Euro**
- **K-5** 22"L x 23"D x 28"H

**Chair, Black**
- **K-6** 21"L x 20"D x 28"H

**Chair, Jet Black**
- **K-14** 16"L x 18"D x 31"H

**Drafting Stool, Black**
- **K-12** 20"L x 23"D x 51"H
  Seat Height: 23”-33”
Table, Maple & Chrome
L-1 30" Diameter Top x 29" H
L-2 36" Diameter Top x 29" H

L-3 Chair, Maple & Chrome
16" L x 18" D x 31" H

L-4 Bar Stool, Maple & Chrome
19" L x 14" D x 42" H

L-7 Bar Stool, Maple Back
16" L x 19" D x 42" H

Table, Black & Chrome
L-8 30" Diameter Top x 29" H
L-9 36" Diameter Top x 29" H

L-10 Chair, Black & Chrome
16" L x 18" D x 31" H

Tall Cafe' Table, Maple & Chrome
L-4 30" Diameter Top x 42" H
L-5 36" Diameter Top x 42" H

L-6 Bar Stool, Maple & Chrome
16" L x 18" D x 42" H

L-11 Bar Stool, Maple Back
16" L x 19" D x 42" H

Tall Cafe’ Table, Black & Chrome
L-11 30" Diameter Top x 42" H
L-12 36" Diameter Top x 42" H

L-13 Bar Stool, Black & Chrome
16" L x 18" D x 42" H

L-14 Bar Stool, Chrome Back
19" L x 14" D x 42" H
**M-1** Table, Chrome & Glass  
36” Diameter Top x 29”H

**M-2** Chair, Black & Chrome  
16”L x 18”D x 31”H

**M-10** Chair, Black & Blue  
20”L x 20”D x 32”H

**M-3** Tall Cafe’ Table, Chrome & Glass  
28” Diameter x 42”H

**M-4** Black & Chrome / **M-5** Red & Chrome

**M-6** Table, Chrome  
30” Diameter Top x 29”H

**M-11** Bar Stool, Black & Blue  
20”L x 22”D x 45”H - Swivel

**M-7** Chair, Chrome  
24”L x 18”D x 29”H

**M-12** Chair, Black & Red  
20”L x 20”D x 32”H

**M-8** Tall Cafe’ Table, Chrome  
28” Diameter x 44”H

**M-9** Bar Stool, Chrome  
20”L x 16”D x 39”H

**M-13** Bar Stool, Black & Red  
20”L x 22”D x 45”H - Swivel
N-1 Table, White
36” Diameter Top x 29”H

N-2 Chair, White
16”L x 16”D x 35”H

N-3 Table, Honey Oak Round
42” Diameter Top x 29”H

N-4 Chair, Black Sled
24”L x 24”D x 32”H

N-5 Chair, Grey Sled
24”L x 24”D x 32”H

N-6 Chair, Black Tub
25”L x 25”D x 33”H

N-7 Table, Mahogany Round
42” Diameter Top x 29”H

N-8 Chair, Black & Chrome Breuer
19”L x 23”D x 31”H

N-9 Chair, Grey & Chrome Breuer
19”L x 23”D x 31”H

N-10 Chair, Grey Tub
25”L x 25”D x 33”H
Pedestal, Black
P-1  12"L x 12"D x 30"H
P-2  12"L x 12"D x 36"H
P-3  12"L x 12"D x 42"H

Pedestal, Grey
P-4  12"L x 12"D x 30"H
P-5  12"L x 12"D x 36"H
P-6  12"L x 12"D x 42"H

Pedestal, Black
P-7  18"L x 18"D x 36"H
P-8  18"L x 18"D x 42"H
P-9  18"L x 18"D x 36"H
P-10 18"L x 18"D x 42"H

Pedestal, Black
P-11 24"L x 24"D x 42"H

Pedestal, Grey
P-12 24"L x 24"D x 42"H

Pedestal, Black
P-13 Pedestal, Black w/ Locking Door & Tray
24"L x 24"D x 42"H

Pedestal, White w/ Locking Door & Tray
P-14
24"L x 24"D x 42"H
Q-1 Martini Bar
50”L x 50”D x 47”H

Q-2 Reception Counter
42”L x 12”D x 42”H

Q-3 Parson Desk
48”L x 24”D x 29”H

Q-4 Tall Computer Table
36”L x 30”D x 42”H

Q-5 Computer Table
48”L x 30”D x 30”H

Drafting Stool
20”L x 23”D x 51”H Seat Height: 23”-33”
Q-6 Black
Q-7 Grey

Secretarial Chair
20”L x 23”D x 36”H Seat Height: 16”-21”
Q-8 Black
Q-9 Grey

Q-10 Literature Stand, 6 Pocket
10”L x 9”D x 64”H

Q-11 Literature Stand, Silver Folding
11”L x 15”D x 60”H

Q-12 Literature Stand, Black Folding
11”L x 15”D x 60”H
ACCESSORIES

**R-1** Partition
60"L x 71"H

**R-2** Mirror, Black Free Standing
15"L x 71"H

**R-3** Etagere, Black
33"L x 12"D x 72"H

**R-4** Refrigerator
20"L x 20"D x 34"H

**R-5** Coat Rack
21" Square Base x 68"H

**Bookcase, 48”**
36"L x 12"D x 48"H

- **R-6** Grey
- **R-7** Black

**Bookcase, 72”**
36"L x 12"D x 72"H

- **R-8** Grey
- **R-9** Black

**Filing Cabinet, 2-Drawer**
15"L x 25"D x 29"H

- **R-10** Grey
- **R-11** Black

**R-12** Filing Cabinet, Black 4-Drawer
15"L x 25"D x 52"H

**Storage Cabinet, 42”**
36"L x 18"D x 42"H

- **R-13** Grey
- **R-14** Black

**R-15** Storage Cabinet, Black 72”
36"L x 18"D x 72"H
S-1 Desk, Natural & Black
60”L x 30”D x 29”H

S-2 Credenza, Natural & Black
60”L x 20”D x 29”H

S-3 Desk, Honey Oak
60”L x 30”D x 29”H

S-4 Credenza, Honey Oak
66”L x 20”D x 29”H

S-5 Desk, Mahogany
60”L x 30”D x 29”H

S-6 Credenza, Mahogany
60”L x 20”D x 29”H

S-7 Desk, Grey
60”L x 30”D x 29”H

S-8 Credenza, Grey
60”L x 20”D x 29”H

S-9 Chair, Leather Executive
25”L x 28”D x 43”H

S-10 Chair, Black Jr. Executive
24”L x 25”D x 38”H

S-11 Chair, Grey Jr. Executive
24”L x 25”D x 38”H

S-12 Chair, Black Sled
24”L x 25”D x 32”H

S-13 Chair, Grey Sled
24”L x 25”D x 32”H
| Style A | Item # | Style B | Item # | Style C | Item # | Style D | Item # | Style E | Item # | Style F | Item # | Style G | Item # | Style H | Item # | Style I | Item # | Style J | Item # | Style K | Item # | Style L | Item # | Style M | Item # | Style N | Item # | Style O | Item # | Style P | Item # |
|---------|--------|---------|--------|--------|--------|---------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| A-1     | Black Suede Sofa | $345   | B-1    | Black Onyx Sofa | $315   | C-1    | Tan Suede Sofa | $345   | D-1    | Black Leather Sofa | $345  | E-1    | Grey Sofa | $315   | F-1    | Black/Chrome Sofa | $415   | G-1    | Barcelona Chair Red | $295  | H-1    | Red Swirl Sofa | $415   |
| A-3     | Black Suede Chair | $215   | B-3    | Black Onyx Chair | $205   | C-3    | Tan Suede Chair | $215   | D-3    | Black/Chrome Chair | $215   | E-3    | Grey Chair | $205   | F-3    | Black/Chrome Chair | $245   | G-3    | Barcelona Loveseat White | $295  | H-3    | Red Swirl Bench | $180   |
| A-4     | Black Suede Bench | $180   | B-4    | Black/Chrome Bench | $135  | C-4    | Natural Ckt Table | $135  | D-4    | Black/Chrome Ckt Table | $135  | E-4    | Grey Ckt Table | $135  | F-4    | Chrome/Chrome Ckt Table | $150  | G-4    | Barcelona Loveseat White | $150  | H-4    | Yellow/Chrome Sofa | $415   |
| A-5     | Nickel/Glass Ckt Table | $135  | B-5    | Black/Chrome End Table | $120  | C-5    | Natural End Table | $120  | D-5    | Black/Chrome End Table | $120  | E-5    | Black Round Ckt Table | $140  | F-5    | Chrome/Glass Ckt Table | $135  | G-5    | Barcelona Loveseat Black | $150  | H-5    | Yellow/Chrome Loveseat | $415   |
| A-6     | Nickel/Glass Floor Lamp | $120  | B-6    | Black Table Lamp | $75    | C-6    | Green Suede Ottoman | $120  | D-6    | Black Floor Lamp | $75    | E-6    | Nickel/Glass End Table | $120  | F-6    | Black/Chrome Floor Lamp | $120  | G-6    | Chrome/Glass Ckt Table | $120  |
| Item # | STYLE A / pg. 2 | Price | Item # | STYLE B / pg. 3 | Price | Item # | STYLE C / pg. 3 | Price | Item # | STYLE D / pg. 4 | Price | Item # | STYLE E / pg. 4 | Price | Item # | STYLE F / pg. 5 | Price | Item # | STYLE G / pg. 5 | Price | Item # | STYLE H / pg. 6 | Price | Item # | STYLE I / pg. 7 | Price | Item # | STYLE J / pg. 8 | Price | Item # | STYLE K / pg. 9 | Price | Item # | STYLE L / pg. 10 | Price | Item # | STYLE M / pg. 11 | Price | Item # | STYLE N / pg. 12 | Price | Item # | STYLE O / pg. 13 | Price | Item # | STYLE P / pg. 14 | Price |
| Item # | STYLE A / pg. 2 | Price | Item # | STYLE B / pg. 3 | Price | Item # | STYLE C / pg. 3 | Price | Item # | STYLE D / pg. 4 | Price | Item # | STYLE E / pg. 4 | Price | Item # | STYLE F / pg. 5 | Price | Item # | STYLE G / pg. 5 | Price | Item # | STYLE H / pg. 6 | Price | Item # | STYLE I / pg. 7 | Price | Item # | STYLE J / pg. 8 | Price | Item # | STYLE K / pg. 9 | Price | Item # | STYLE L / pg. 10 | Price | Item # | STYLE M / pg. 11 | Price | Item # | STYLE N / pg. 12 | Price | Item # | STYLE O / pg. 13 | Price | Item # | STYLE P / pg. 14 | Price |

**ACCENT Tradeshow & Event Furnishings**

3438 Maggie Blvd. * Orlando FL 32811 * Phone 407.648.7474

Please fax order to 407.648.2542
# Company Information

- **Company Name:**
- **Address:**
- **Phone:**
- **E-Mail:**

# Delivery Information

- **Event:**
- **Location:**
- **Booth #:**
- **Open Date:**
- **Close Date:**
- **Event Contact:**

**ACCENT** will send an email or fax confirmation of your order, once we receive and reserve the product for your show.

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**Credit Card Information**

- **Credit Card #:**
- **Exp. Date:**
  - Mastercard
  - Visa
  - AMEX
  - Discover
- **Cardholders Name:**
  (Please Print)
- **Cardholders Signature:**

**TOTAL ORDER**

**MISCELLANEOUS**

**SUBTOTAL**

**TAX**

**TOTAL DUE**

- Orders received within 14 days of event are subject to a 20% Late Fee.
- 25% cancellation will be applied if canceled 7 days prior to event opening.
- Check or Credit Card must accompany order.
- 100% cancellation will be applied if canceled on day of deliver.
- All showsite orders are subject to a 25% service charge.

**Please fax order to 407.648.2542**