SHOW FACTS

NCCN 11TH ANNUAL CONGRESS:
HEMATOLOGIC MALIGNANCIES
New York Marriott Marquis
September 30, 2016 - October 1, 2016

TABLE-TOP Exhibitor Space
Each exhibitor space includes one 6’ skirted table, two folding chairs, and one 7”x44” ID sign and one wastebasket.

EXHIBIT HALL CARPET
The exhibit hall will be carpeted.

DISCOUNT PRICES
In order to receive discount rates listed on price sheet, we must receive your order by Friday, September 16, 2016. Advanced freight must be received between Monday 8/29 to Wednesday 9/21 to avoid late penalty.

SHOW SCHEDULE

Exhibitor Move In
Friday, September 30, 2016 from 12:30pm to 4:00pm

Show Hours
Friday, September 30, 2016 from 4:30pm to 6:00pm
Saturday, October 1, 2016 from 7:00am to 3:50pm

Dismantle
Saturday, October 1, 2016 from 3:50pm to 5:30pm

ALL EXHIBITOR SHIPMENTS ARE SUBJECT TO MATERIAL HANDLING FEES. MATERIAL HANDLING FEES APPLY TO ALL MATERIALS BROUGHT IN THROUGH THE DOCK; ONLY HAND CARRIED ITEMS OR ITEMS ON A SMALL TWO-WHEEL CART CAN BE BROUGHT THROUGH THE FRONT DOOR AT NO CHARGE. LOCAL UNION JURISDICTIONS AND GUIDELINES APPLY.
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HEMATOLOGIC MALIGNANCIES
New York Marriott Marquis
September 30, 2016 - October 1, 2016

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ONLINE ORDERING

Looking for an easier way to place your order?

Tired of faxing or emailing forms?

Try our fully PCI-Compliant Online Ordering System!

Simply request an online login by emailing info@demersexpo.com, please specify show name and show date.

All products & services offered in this exhibitor service kit are available on our storefront.
To have orders charged to a Credit Card Account, please complete the information requested below and return this form with your order(s). Credit Card orders are subject to credit approval. Event site balances or charges for outstanding labor or miscellaneous items not previously paid will be charged to your Credit Card Account.

================================================================================

CREDIT CARD: VISA  MasterCard  AMEX

ACCOUNT NUMBER: ________________________________

EXPIRATION DATE: ____________________________

SECURITY CODE (Visa/Master Card 3 digit # on back, Amex 4 digit # on front): ____________________________

CARDHOLDER’S NAME: ___________________________________________

CARDHOLDER’S SIGNATURE: __________________________ DATE: __________________________

ADDRESS BELOW MUST MATCH CARDHOLDER’S BILLING ADDRESS

Company Name:_________________________________________  Booth #: __________

Card Billing Address:____________________________________  Authorized by: __________

City/State/Zip:__________________________________________  Signature: __________

Phone:_____________  Fax:_____________  Date: __________

Email Address:__________________________________________

================================================================================

CREDIT AND PAYMENT POLICY

In addition to cash, company check or money order, VISA, MasterCard, and AMEX are accepted. The Credit Card Authorization section above must be completed and accompany all credit card orders. Please notify your company representative of the following:

-All orders must be paid in full and/or credit card authorization (above) be on file with your order(s) before any services are rendered. There will be no invoicing; purchase orders are not a form of payment.

-Payment for orders mailed to Demers in advance can be made by company check, money order, or credit card.

-Event site orders can be paid by cash or charged to a credit card account.

-International exhibitors must prepay all services in American funds.

-Items ordered, delivered to booth, then canceled, will not be refunded.

-Other refund requests will not be considered unless Exhibitor makes request of Demers prior to the close of the event.

-By submitting this credit card authorization you knowingly authorize Demers to Charge your credit card for any service rendered under the terms and conditions stated in the exhibitor kit. You also knowingly authorize your show site representative to sign for charges on your behalf.

-Exhibitor is responsible for cost of repair or replacement if equipment is lost, damaged or stolen while being rented.

-If a receipt for charges is required, please provide a self-addressed, stamped envelope with your order(s).

-Payment must be receive by advanced deadline in order to avoid late charges.

-Freight or orders received without payment will be assessed a late fee.

PAYMENT MUST BE INCLUDED WITH ALL ORDERS
Your presentation is everything!!!

Impress your potential new customer and stand out from your competitors with high impact digital graphics in your booth. Let our team of graphic designers and sign professionals bring your booth to the next level with high impact digital graphics.

The next pages are graphics order forms. Use these forms as a guideline or consult with our graphics team to determine what will be best for your booth.

Contact us at 860.882.0003.
SIGN & GRAPHICS ORDER FORM

To order your graphics, complete this order form and attach your sign copy or electronic file. Please see artwork guidelines for electronic files on the following page. Note: All graphics are subject to a 100% cancellation charge.

DIGITAL GRAPHICS
Demers Expo can provide the finest state-of-the-art digital graphic reproduction available on the market today. Capabilities include full-color spectrum, photo-quality, high-resolution digital printing in any size for banners, easel signage, and more.

PRICING GUIDE

L x W = Square Feet

Round length and width up to nearest foot

Square Feet

$20.70 per Sq. Ft. Discount Price
or
$33.35 per Sq. Ft. Standard Price

= Total

In order to receive discounted price order must be received 14 days prior to show move in date.
Minimum order per graphic 6 sq. ft.; Double sq. ft. for double-sided graphics; File conversion, retouching, cloning or color correcting may incur additional labor charges (Demers will advise of charges before work is performed).
Please call an Exhibitor Sales Specialist for price quotes on graphics over 80 sq. ft.

BACKING MATERIAL

Standard:
- Foam Core
- PVC Fluted

Upgraded: (additional 15% charge)
- Sintra
- Gator Board
- Plexi

If backing material is not selected, PVC Fluted will be used.

SIGN LAYOUT

The quick brown fox ran over the steep hill.

SPECIAL INSTRUCTIONS

Please indicate the file name that will be e-mailed or uploaded to our FTP (see next page)

Total x 8.875% Sales Tax = Grand Total

If you will be ordering more than one sign, please use one order form per graphic/sign.

Company Name: ___________________________ Booth# (if known): ___________________________
Address: ___________________________ Phone: ___________________________
City/State/Zip: ___________________________ Date: ___________________________
Authorized by: ___________________________ Signature: ___________________________
Email: ___________________________
ARTWORK & FILE GUIDELINES

Demers Expo will provide you with the best possible quality graphics for your event or exhibit. You can assist us in that effort by providing digital art files using the guidelines listed below. If you are sending us completed, print-ready files, please pass the following information on to your graphics designer. The two overall considerations for submitting acceptable artwork includes: proper resolution or size of the file to avoid poor quality images, and proper color matching information and proofs to ensure accurate color reproduction.

PREFERRED SOFTWARE AND FILE FORMATS

We are capable of working with both PC and MAC based software, and can accept art created with the following software programs:

- ADOBE—Illustrator, InDesign, and Photoshop
- COREL DRAW

The following files can be submitted for graphic reproduction:

- EPS and AI
- TIF
- PDF
- JPG

Vector formats are best to use.
When using vector based formats, include all fonts, or convert fonts to outlines or paths.

File types that cannot be used to reproduce high quality graphics include:

- GIF
- Microsoft Office software files such as Word (.doc), or PowerPoint (.ppt)
- Self-extracting files, such as EXE or SEA files

HOW TO SEND ARTWORK

- Artwork files that are of acceptable resolution as listed above will typically be too large to send via email. Files may be saved and sent via overnight delivery on either a CD-ROM or a DVD, along with the hard-printed proof copy (floppy disks and zip drives are not a good option for sending large graphics files).
- Files may also be posted to DES-DEMERS FTP site. You may get the password and other needed information from your DES service representative in order to post files. However, a hard copy proof and back-up of the files on CD-Rom/DVD, while not necessary, are requested for our convenience. Please call (860) 882.0003.
- If your artwork files are below 6 megabytes, they can be e-mailed to info@demersexpo.com.
MATERIAL HANDLING ORDER FORM

Materials can be shipped in advance to Demers Warehouse or directly to the Marriott Marquis. Exhibitor is responsible for making prepaid inbound and outbound shipping arrangements; collect shipments or shipments billed to Demers will not be accepted. All shipments must be consigned to Demers and material handling services prepaid. Demers material handling services include receiving shipments, providing delivery to booth, storage of empty packing materials, and return of outbound shipments to the loading dock.

ADVANCE SHIPPING ADDRESS

TO: (Name of Exhibitor & Booth Number)
FOR: NCCN 11th Annual Congress: Hematologic Malignancies
c/o Demers Exposition Services, Inc.
151 a Park Ave
East Hartford, CT 06108
shipments and provide up to 30 days storage prior to the
Demers Warehouse will receive shipments and provide storage from August 29 - September 21, 2016. Loose materials will not be received at Demers Warehouse. Shipments can be received weekdays (excluding holidays) 8:30 a.m.-3:30 p.m. Deadline: Wednesday, September 21, 2016.
Rate: $212.00 per cwt (100 lbs.) per shipment; weights are rounded to next 100 lbs.; minimum charge 2 cwt per shipment
Special Handling: Any materials with dimensions in excess of 86” x 96” will be assessed a 75% special handling fee.
Overtime: Includes all applicable overtime charges.
Late Shipments: Demers reserves the right to accept or refuse shipments arriving at Demers Warehouse after the deadline referenced above. If accepted, exhibitor will be charged an additional $10.00 per cwt, $70.00 minimum.
Non-Payment: Shipments received without payment on file will be charged an additional $10.00 per cwt, $70.00 minimum.

DIRECT SHIPPING ADDRESS – TO EVENT SITE

TO: (Name of Exhibitor & Booth Number)
FOR: NCCN 11th Annual Congress: Hematologic Malignancies
c/o Demers Exposition Services, Inc.
New York Marriott Marquis
1535 Broadway
New York, NY 10036
Demers will receive shipments at the event site on move-in day(s) only. Arrival at any time other than exhibitor move-in day(s) will be refused. Direct shipment will only be received on Friday, September 30, 2016.
Rate: $210.00 per cwt (100 lbs.) per shipment; weights are rounded to the next 100 lbs.; minimum charge 2 cwt per shipment
Overtime: Rates include all applicable overtime charges.
Non-Payment Fee: Shipments received without material handling order form and payment will be assessed a late fee of $10.00 per cwt, $70.00 minimum.
DIRECT SHIPMENTS: Direct shipment(s) will only be accepted at Marriott on September 30, 2016. Shipment(s) received prior to these dates will be redirected to the advanced warehouse and assessed 50% of the drayage cost as a redirect fee.

Outbound Shipments:
- Exhibitors who have freight going outbound after the event must present a bill of lading at Demers Service Desk at the event site.
- Exhibitors can make arrangements with their carriers to take their shipment(s) at the close of the event, carriers need to check in during the first dismantle hour.
- Exhibitors may arrange with Demers to return shipment(s) to Demers warehouse for outbound shipping. If returning to DES Warehouse, an additional $32.00 per cwt (100 lbs.) will be charged (minimum charge $64.00). Shipments returned to Demers Warehouse at the close of event for outbound shipping can be picked up by Exhibitor’s carrier beginning Wednesday, October 5, 2016 (Warehouse hours are M-F, 8:30 a.m.-3:30 p.m. except Holidays).
- Exhibitor is responsible for making prepaid outbound shipping arrangements.
- Any freight left on the show floor without a Demers Bill of Lading will be assessed a minimum 1 hour labor charge in addition to the outbound shipping charge, actual charge to be determined. RETURN OF EMPTY CRATES WILL TAKE APPROXIMATELY 1 HOUR AFTER THE CLOSE OF THE SHOW.

PLEASE COMPLETE THE FOLLOWING:

<table>
<thead>
<tr>
<th>CARRIER</th>
<th>PIECES</th>
<th>SHIPMENT WEIGHT</th>
<th>x RATE per 100 lbs.*</th>
<th>MINIMUM CHARGE/SHIPMENT*</th>
<th>ESTIMATED CHARGES</th>
</tr>
</thead>
<tbody>
<tr>
<td>SHIPMENT 1</td>
<td></td>
<td>lbs.</td>
<td>$212.00 or $210.00</td>
<td>$424.00 or $420.00</td>
<td>$</td>
</tr>
<tr>
<td>SHIPMENT 2</td>
<td></td>
<td>lbs.</td>
<td>$212.00 or $210.00</td>
<td>$424.00 or $420.00</td>
<td>$</td>
</tr>
<tr>
<td>SHIPMENT 3</td>
<td></td>
<td>lbs.</td>
<td>$212.00 or $210.00</td>
<td>$424.00 or $420.00</td>
<td>$</td>
</tr>
<tr>
<td>SHIPMENT 4</td>
<td></td>
<td>lbs.</td>
<td>$212.00 or $210.00</td>
<td>$424.00 or $420.00</td>
<td>$</td>
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</tbody>
</table>

LATE SHIPMENT(s) to DES Warehouse

$ 10.00/cwt
$70.00 minimum
8.875% Service Charge

TOTAL ESTIMATED CHARGES

Payment Enclosed: ☐ Company Check ☐ Credit Card Authorization ☐ Money Order

Total due must be paid before material handling services are provided.

Company Name: ________________________ Booth# (if known): ____________
Address: ______________________________ Phone: ______________________
City/State/Zip: __________________________ Date: ______________________
Authorized by: ________________________ Signature: ______________________
Email: ________________________________

DES-DEMERS EXPOSITION SERVICES, INC. - 151a Park Ave – East Hartford, CT 06108
860.882.0003 – Fax 860.761.0070 Email: info@demersexpo.com
www.demersexpo.com
Copy and use this label for Advanced Shipment to warehouse. Advanced freight must be received between Monday 8/29 to Wednesday 9/21 to avoid late penalty.

TO: EXHIBITING COMPANY

Please write exhibiting company’s name in this box.

NCCN 11th Annual: Hematologic Malignancies

Please write booth # if you know it at time of shipment.

C/o Demers Exposition Services, Inc.
151A Park Ave
East Hartford, CT 06108

Carrier ________________________________

Number ___________ of _____________ pieces

DES-DEMERS EXPOSITION SERVICES, INC. - 151a Park Ave – East Hartford, CT 06108
860.882.0003 – Fax 860.761.0070  Email: info@demersexpo.com
www.demersexpo.com
Copy and use this label for Direct Shipment to showsite on September 30, 2016.

TO:  
EXHIBITING COMPANY  
NCCN 11th Annual: Hematologic Malignancies  
BOOTH NUMBER(s) Please write booth # in this box if you know it at time of shipment.

c/o Demers Exposition Services, Inc.  
New York Marriott Marquis  
1535 Broadway  
New York, NY 10036

Carrier __________________________________

Number _____________ of _____________ pieces

NCCN 11th Annual Congress, Marriott Marquis NYC, 9/30/16 - 10/1/16
## AUDIO/VISUAL EQUIPMENT ORDER FORM

Your order must be placed in advance. A/V orders will not be accepted at the show site. Equipment must be rented for the duration of the event. You are responsible for the cost of repair or replacement if the equipment is lost, damaged or stolen while you are renting it. Monitor will come with standard VGA and HDMI connection, please ensure your computer is compatible. For electric service, please contact show management for the venue contact.

<table>
<thead>
<tr>
<th>Description</th>
<th>QTY</th>
<th>Rental Rate (Duration of Show)</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>32&quot; LCD Flat Screen Monitor</td>
<td></td>
<td>$395.00</td>
<td></td>
</tr>
<tr>
<td>42&quot; LCD Flat Screen Monitor</td>
<td></td>
<td>$495.00</td>
<td></td>
</tr>
<tr>
<td>50&quot; LCD Flat Screen Monitor</td>
<td></td>
<td>$575.00</td>
<td></td>
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**Sub-total**: 

**8.875% Sales Tax**: 

**Total**
LABOR ORDER FORM

Journeyman Labor-
These craftsmen crate and uncrate materials, set up and dismantle exhibits
STRAIGHTTIME 8:00am to 4:30pm, Monday through Friday
OVERTIME 4:30pm to 8:00am, Monday through Friday; and weekends
DOUBLETIME Holidays

Rates: per person/per hour
Discount Price Showtime Price
$190.00 $285.00
$285.00 $427.50
$380.00 $570.00

Two Hour Minimum Per Laborer
Start time guaranteed only when labor is requested for the start of the working day (8:00am).
Labor must be cancelled in writing, 24 hours in advance to avoid estimated labor charges.

INSTALLATION LABOR
Demers Exposition Supervised Labor
Installation of your exhibit will be completed at our discretion prior to show opening.
The charge for this service is 30% of the total installation labor bill, or a minimum of $60.00.
Emergency Contact: __________________________ Phone #: __________________________
Display Contact: __________________________ Phone #: __________________________
Exhibitor Supervised Labor – Supervisor must check-in at Demers Service Desk to pick-up labor.
Supervisor Name: __________________________ Phone #: __________________________

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<tr>
<th>Date</th>
<th>Start Time</th>
<th>No. of People</th>
<th>Approx. Hrs Per Person</th>
<th>Total Hrs.</th>
<th>Hourly Rate</th>
<th>Estimated Total Cost</th>
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DEMERS Supervision (30%/60.00) = $_______
Total = $_______

DISMANTLE LABOR
Demers Exposition Supervised Labor
Demers Exposition will not be responsible for product or literature that is not properly packed and labeled by exhibitor.
The charge for this service is 30% of the total dismantle labor bill, or a minimum of $60.00.
Emergency Contact: __________________________ Phone #: __________________________
Display Contact: __________________________ Phone #: __________________________
Exhibitor Supervised Labor – Supervisor must check-in at Demers Service Desk to pick-up labor.
Supervisor Name: __________________________ Phone #: __________________________

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DEMERS Supervision (30%/60.00) = $_______
Total = $_______

Company Name: ___________________________ Booth# (if known): ___________________________
Address: __________________________ Phone: __________________________
City/State/Zip: __________________________ Date: __________________________
Authorized by: __________________________ Signature: __________________________
Email: __________________________

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NCCN 11th Annual Congress, Marriott Marquis NYC, 9/30/16 - 10/1/16
DEMERS EXPOSITION SERVICES, INC. shall not be responsible for damage to uncrated materials, improperly packed materials, or concealed damage.

DEMERS EXPOSITION SERVICES, INC. shall not be responsible for loss, theft or disappearance of exhibitor’s materials after same have been delivered to exhibitor’s booth.

DEMERS EXPOSITION SERVICES, 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 event. Bills of lading covering outgoing shipments which are furnished to DEMERS EXPOSITION SERVICES, INC. by exhibitors will be checked at time of our actual pick-up from booth and corrections made where discrepancies occur.

DEMERS EXPOSITION SERVICES, INC. shall not be responsible for 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.

DEMERS EXPOSITION SERVICES, INC.’s liability shall be limited to physical loss or damage to the specific article which is lost or damaged, and in any event, DEMERS EXPOSITION SERVICES, INC.’s liability shall be limited to $0.30 per pound.

DEMERS EXPOSITION SERVICES, 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 to exhibit same.

The consignment or delivery of a shipment to DEMERS EXPOSITION SERVICES, INC. by an exhibitor, or by any other shipper 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 in this bulletin.

EXHIBITORS REQUIRING ADDITIONAL INSURANCE COVERAGE SHOULD ARRANGE TO PLACE SAME THROUGH THEIR AGENT OR BROKER.
UNION JURISDICTIONS

TEAMSTER UNION
Teamsters handle freight at the exhibit hall. Teamsters unload trucks or vehicles. Teamsters also handle rigging of machinery, moving services and spotting machinery in booths. A rigging crew consists of three men. This service must be ordered in advance at the exhibitor’s expense.

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

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

WHAT CAN EXHIBITORS DO WITHOUT UNION PERSONNEL?
Exhibitors may install and dismantle their own exhibit and lay their own carpet in their own exhibit area as long as the following conditions are met:
1. The booth size is 100 square feet (10’ x 10’) or less;
2. The set-up can be reasonably accomplished in ½ hour or less;
3. No tools are used in the assembly or dismantle;
4. Individuals performing the work must be full-time employees of the exhibiting company and carry identification to verify this fact

Exhibitors can unpack and repack their own products in cartons, not crates. Exhibitors may “hand carry” or use nothing larger than a two-wheel baggage cart (rubber or plastic wheels only) to move items. Exhibitors may move a “pop-up” display, equal or less than 10’ in length, if capable of being carried by hand, by one full-time employee of the exhibiting company. Exhibitors can do technical work on their own machines, such as balancing, programming, cleaning of machines, etc.

GENERAL INFORMATION

FLAMEPROOFING
All table coverings as well as booth equipment must be a non-flammable material. All decorative materials must be fire-resistant and in accord with the standard established by the New York Fire Department. Affidavits attesting to flameproof compliance with Local Fire Department Regulations must be submitted when requested.

INSURANCE
Demers Exposition Services, Inc. and/or the Association (Exhibit Manager) and/or the Exhibit Convention Site will not be responsible in any way for the safety of any exhibit or materials against fire, water, theft, accident or any cause nor for the loss or damage to goods consigned to its care. However, every effort will be made to protect exhibitor’s property. You are advised to consult your insurance broker for proper coverage on any of your display materials from the time it leaves your company’s premises until it returns.

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860.882.0003 – Fax 860.761.0070  Email: info@demersexpo.com
www.demersexpo.com
Please note as described in union jurisdictions, box trucks, commercial vehicles, Uhauls, etc. are not POV’s and must be unloaded by Teamsters and full drayage prices will apply. When unload a driver must be with the vehicle at all times, lights must remain on when unloading and there is a 20 minute time limit to unload.

POV

Not a POV