

EXHIBITOR SERVICE MANUAL

Coffee Fest

COFFEE & TEA TRADE SHOWS

Coffee Fest Chicago 2022

Navy Pier

June 24-25, 2022



TEXAS XPO
TEXAS EXPOSITION SERVICES

Show Name: Coffee Fest Chicago 2022

Show Dates: June 24-25, 2022

Show Venue: Navy Pier

Deadline to Receive Discount Pricing: Thursday, June 9, 2022



TEXAS XPO
TEXAS EXPOSITION SERVICES

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EVENT SCHEDULE:

	Day	Date	Time
Exhibitor Move-In	Thursday	June 23, 2022	8:00 AM - 5:00 PM
	Friday	June 24, 2022	8:00 AM - 10:00 AM
Show Hours	Friday	June 24, 2022	10:00 AM - 5:00 PM
	Saturday	June 25, 2022	10:00 AM - 4:00 PM
Exhibitor Move-Out	Saturday	June 25, 2022	4:00 PM - 10:00 PM
	Sunday	June 26, 2022	8:00 AM - 12:00 PM

BOOTH PACKAGE OPTIONS:**ZONE 1 & ZONE 2**

Each booth in this area is equipped with:

- 8' - BLACK backwall drape
 - 3' - BLACK sidewall drape
 - 1 - 6' x 30" BLACK draped table
 - 1 - Chair
 - 1 - Wastebasket
 - 1 - 7" x 44" one-line identification sign
- This area is carpeted in BLACK

5' x 10' Booths

Each booth in the area is equipped with:

- 8' - BLACK backwall drape
 - 3' - BLACK sidewall drape
 - 1 - Wastebasket
 - 1 - 7" x 44" one-lined identification sign
- This area is carpeted in BLACK

Exhibit Hall CarpetAisles will be carpeted in **TUXEDO**Booth area will be carpeted **BLACK**

Exhibitors may order booth carpet/padding for specific color choices. Please see the **Carpet Rental Order Form** for pricing and options.

SHIPPING:

Materials should be shipped to ARRIVE at our warehouse **no later than: Thursday, June 16, 2022**. Any shipments received more than 30-days prior to the move-in or after the deadline will incur additional charges. Please refer to the Material Handling Order Form for more details.

ADVANCE WAREHOUSE:

Coffee Fest Chicago 2022
Exhibiting Company Name / Booth Number
c/o AEX Services / Texas XPO
5845 W 31st St
Cicero, IL 60804

Warehouse Hours (Monday - Friday): 9:00 AM - 3:00 PM

DIRECT TO FACILITY:

Navy Pier
Coffee Fest Chicago 2022
Exhibiting Company Name / Booth Number
c/o AEX Services / Texas XPO
600 E Grand Ave,
Chicago, IL 60611

Shipments will be received at the exhibit facility **ONLY** on: **Thursday, June 23, 2022 between 8:00 AM - 5:00 PM & Friday, June 24, 2022 between 8:00 AM - 10:00 AM**. Any shipments received outside these listed times will incur additional charges.

Move-Out Note: All carriers must check in no later than **10:00 AM on Sunday, June 26, 2022** or freight will be shipped via the house carrier.

Customer Service

Phone: (609) 272-1600 / Fax: (609) 272-1680
Email: Orders@AEXServices.com

Show Management

Clarion Events, Inc./Coffee Fest Chicago 2022
Kate Gloss
Email: Kate.Gloss@clarionevents.com
www.coffeefest.com

Show Name: Coffee Fest Chicago 2022

Show Dates: June 24-25, 2022

Show Venue: Navy Pier

Deadline to Receive Discount Pricing: Thursday, June 9, 2022



CREDIT CARD AUTHORIZATION & AGREEMENT

Please complete the information requested below and return this Authorization Form with your order. This form is required to be on file to process any orders for service.

Exhibiting Company Name

Booth#

Cardholder Name (please print)

Billing Address

City, State, Zip

Cardholder Email

Phone

METHOD OF PAYMENT

Personal Card Corporate Card

AMEX VISA MASTERCARD DISCOVER CHECK*

Card Number:

16 digit card number input boxes

Exp. Date:

MMYY expiration date input boxes

*A credit card authorization is required to be held on file regardless of the method of payment selected.

Are you tax exempt for the state in which this event is held? Yes No

If yes, a tax exemption certificate is required to be submitted with this agreement.

By signing below, the Cardholder acknowledges receipt of goods and or services in the amount of such invoice and agrees to perform the obligations set forth in the Cardholder's Agreement with the issuer. Refunds cannot be given after the close of the event on items or services ordered but not received. Orders cancelled for any reason will receive a 50% refund. No refund can be provided once installation begins. Accounts past due are subject to a monthly charge of 1.5% (annual rate 18%) and all costs of collections including reasonable attorneys' fees. Rental items are only for the Exhibiting entity who has properly completed our rental forms and may not be sub-rented, "loaned" or given to other Exhibitors. If you do not need items rented or provided in a package, please contact the contractor for removal. Booth inventory is conducted daily and items not rented from the contractor will either be removed or charged to the Exhibiting company with improper possession.

PAYMENT INFORMATION

- Checks will not be accepted at show site
All balances must be paid by the conclusion of the event.
For your convenience, we will use this authorization to pay for any additional amounts ordered by your representative for services rendered for this event.
A final invoice will be prepared and can be requested by contacting Exhibitor Services.

An Authorized Signature is required for orders to be processed

You and your organization agree to all terms and conditions on the front and back of all forms, including the contractor Limits & Liabilities and Terms & Conditions.

Sign Here

X
Authorized Signature

Cancellation Policy Statement for Exhibitors on Events Impacted by Coronavirus (COVID-19)

The impact of Coronavirus has been unlike anything our live event industry has ever experienced. We understand that our exhibitors are disappointed in the lost opportunity to connect with attendees and grow their business. Due to these unprecedented circumstances, the contractor has temporarily revised our policy to support our customers.

This policy will apply to events that cancel prior to the contractor's commencement of moving in the event.

- We will offer **100%** refunds on standard furniture and accessory rentals, standard carpet & padding, rental exhibits (non-custom), displays and counters (non-custom), and cleaning services. Custom-cut and plush carpet will be refunded at 70-100% based on the cancellation date.
- Custom rental exhibits will be refunded 50%-100% based on cancellation date and production status.
- We will charge for work performed for labor, material handling and transportation.
- Graphics (signage) and custom fabrication are refunded based on level of completion.
- All products/services not listed above will be charged per contracted terms.

The Contractor's Customer Service Team will reach out to Exhibitors to assist with freight as well as answer any questions regarding orders. They will be able to assist on both cancelled and postponed shows.

FAQ's - Frequently Asked Questions

1. How do I cancel my order?

A. As soon as we are informed of a cancelled event, we will begin working through cancelling orders. You will be emailed a final invoice showing any applicable charges and/or credits.

2. If I just sent my order, will it be processed, and will my card be charged?

A. If we have been notified by the event organizer that the event has cancelled, we will not process the order.

3. When will I get a refund?

A. If a refund is due, payments made by credit card will be refunded immediately. Refunds for other payment types will be issued by our Accounts Receivable Department as soon as invoices are finalized.

4. Will I still be charged material handling for my shipment?

A. Yes. Material Handling charges will apply and will be based on where your freight was shipped and if it has been taken to show site by the time of cancellation.

5. I already shipped my freight to the Contractor's Advance Warehouse or the event. Can you send it back to me?

A. Yes. With the shipment already in our possession, we can easily return your freight to the destination of your choice. Please contact us at orders@AEXservices.com to make these arrangements.

The contractor reserves the right to modify this and other policies at any time.

LIMITS AND LIABILITIES

DEFINITIONS AND RESPONSIBILITIES: The Terms and Conditions set forth become a part of the contract between AEX Convention Services, LLC. ("AEX Services") / Texas Exposition Services, LLC. ("Texas XPO") and the Exhibitor. Acceptance of said terms and conditions will be construed when any of the following conditions are met: (1) An Exhibitor's materials are delivered to the Contractor's Advance Warehouse or to an event site; (2) The Authorization and Agreement Form is accepted or signed; (3) An order for labor, services and/or rental equipment is placed by the Exhibitor with the contractor; (4) Work is performed on behalf of Exhibitor by labor secured through the contractor. For purposes of this contract, the name "the contractor" shall be construed with the meaning of AEX Convention Services, LLC. ("AEX Services") / Texas Exposition Services, LLC. ("Texas XPO"), DBA the contractor and its employees, directors, officers, agents, assigns, affiliates, and related entities including any subcontractors the contractor may hire. The contractor shall be responsible only for those services which it directly provides, and hereby agrees to execute its contracted duties in good faith. The contractor does not assume responsibility for any acts of, or loss to, persons, parties and/or other contracting firms not under the contractor's direct supervision and control.

PAYMENT TERMS: Full payment, including applicable tax, is due in advance or at event. All payments must be in U.S. funds and all checks must be drawn on a U.S. bank. Orders received without advance payment or after the deadline date will incur additional after deadline charges as indicated on each order form. All materials and equipment are on a rental basis for the duration of the event and remain the property of the contractor except where specifically identified as a sale. All rentals include delivery, installation, and removal from Exhibitor's booth. In case of cancellation of any orders or services by Exhibitor, a one-hour "per person requested, per hour" charge will be applied for all labor orders that are not canceled in writing at least 24 hours prior to the scheduled start time. A 100% pick-up fee will be applied to all on site exchanges or cancellations. If the event is canceled because of reasons beyond the contractor's control, Exhibitor remains responsible for all charges for services and equipment provided up to and including the date of cancellation. It is Exhibitor's responsibility to advise the contractor of any problems with any orders, and to check the Exhibitor's invoice for accuracy prior to the close of the show or event. If Exhibitor is exempt from payment of sales tax, the contractor requires an exemption certificate for the state in which the services are to be provided. Should there be any unpaid balance after the close of the event, terms will be net, due and payable upon receipt of invoice. Effective thirty (30) days after invoice date, any unpaid balance will bear a finance charge at the lesser of the maximum rate allowed by applicable law, or 1.5% per month (annual rate 18%), and future orders will be on a pre-paid basis only. These payment terms and conditions shall be governed by and construed in accordance with the laws of the State of New Jersey. In the event of any dispute between the Exhibitor and the contractor relative to any loss, damages, or claim, such Exhibitor shall not be entitled to and shall not withhold payment, or any partial payment, due to the contractor for its services, as an offset against the amount of any alleged loss or damages. Any claim against the contractor shall be considered a separate transaction, and shall be resolved on its own merits. The contractor reserves the right to charge Exhibitor for the difference between the Exhibitor's estimate of charges and the actual charges incurred by the Exhibitor, or for any charges that the contractor may be obligated to pay on behalf of Exhibitor, including without limitation, any shipping charges. If Exhibitor provides a credit card for payment and charges are rejected by the Exhibitor's credit card company for any reason, the contractor hereby provides notice that it reserves the right, and Exhibitor authorizes the contractor, to continue to attempt to secure payment through that or any other Exhibitor(s) credit card for as long as unpaid balances remain on Exhibitor's account.

INDEMNIFICATION: Exhibitor agrees to indemnify and forever hold harmless the contractor and its employees, directors, officers, and agents from and against any and all demands, claims, causes of action, fines, penalties, damages (including consequential), liabilities, judgments, and expenses (including but not limited to reasonable attorneys' fees and investigation costs) on account of personal injury, death, or damage to or loss of property or profits arising out of contributed to by any of the following: (1) Exhibitor's negligent supervision of any labor secured through the contractor, or the negligent supervision of such labor by any of Exhibitor's employees, agents, representatives, customers, invitees and/or any Exhibitor Appointed Contractors (EAC); (2) Exhibitor's negligence, willful misconduct, or deliberate act, or the negligence, willful misconduct, or deliberate act of Exhibitor's employees, agents, representatives, customers, invitees and/or any Exhibitor Appointed Contractors (EAC) at the show or exposition to which this Contract related, including but not limited to the misuse, improper use, unauthorized alteration, or negligent handling of the contractor's equipment. (3) Exhibitor's violation of Federal, State, County or Local ordinances; (4) Exhibitor's violation of event regulations and/or rules as published and set forth by facility, show management, or the contractor.

CLAIM(S) FOR LOSS: Exhibitor agrees that any and all claims for loss or damage must be submitted to the contractor immediately at the show site, and in any case not later than thirty (30) days after the conclusion of the event (for purposes of claim reporting, the "conclusion" of the event is the earlier of the conclusion date of the event or the time when Exhibitor's materials are delivered to the carrier for transportation from the event site or from the contractor's warehouse). All claims reported after the thirty (30) day period will be rejected. In no event shall a suit or action be brought against the contractor more than one (1) year after the date of loss or damage occurred. If found liable for any loss, the contractor's sole and exclusive maximum liability for loss or damage to Exhibitor's materials and Exhibitor's sole and exclusive remedy is limited to the lesser of \$.50 (USD) per pound per article with a maximum liability of \$100.00 (USD) per item, or \$1,500.00 (USD) per shipment whichever is less, and in no event shall exceed the total rental fees paid by exhibitor to the contractor for the event.

INBOUND AND OUTBOUND SHIPMENTS: Consistent with trade show industry practices, there may be a lapse of time between the delivery of shipment(s) to the booth and the arrival of Exhibitor or its representative, and during such time the materials will be left unattended. The contractor will not be responsible for any loss, damage, theft, or disappearance of Exhibitor's materials after same have been delivered to Exhibitor's booth. Additionally, there may be a lapse of time between the completion of packing and the actual pickup of materials from the booths for loading onto a carrier and during such time the materials will be left unattended. The contractor will not be responsible for any loss, damage, theft, or disappearance of Exhibitor's materials before same have been picked up for reloading at the conclusion of the event. All Material Handling Agreements submitted to the contractor by Exhibitor will be checked at the time of pickup from the booth and corrections will be made where discrepancies exist between the quantities of items on any form submitted to the contractor and the actual count of such items in the booth at the time of pickup. Exhibitor agrees to accept and be bound by the contractor's count.

PACKAGING, CRATES, & EMPTY CONTAINERS: the contractor shall not be responsible for damage to loose or uncrated materials, pad-wrapped or shrink-wrapped materials, glass breakage, concealed damage, carpets in bags or poly, or improperly packed materials. In addition, the contractor shall not be responsible for crates and packaging which are unsuitable for handling, in poor condition, or have prior damage. Crates and packaging should be of a design to adequately protect contents for handling by forklift and similar means. Empty container labels will be available at the show site service desk. Affixing labels to the containers is the sole responsibility of the Exhibitor or its representative. All previous labels must be removed. The contractor assumes no responsibility for error in the above procedures, removal of containers with old empty labels and without the contractor labels, or improper information on the empty labels. The contractor will not be liable for loss or damage to crates and containers or their contents while same are in empty container storage.

SEVERABILITY: If any provision of this Contract proves to be illegal, invalid, or unenforceable, the remainder of this Contract will not be affected by such finding, and in lieu of each provision of this Contract that is proven to be illegal, invalid, or unenforceable, a provision will be added as part of this Contract as similar in terms to such illegal, invalid, or unenforceable provision as may be possible and be legal, valid and enforceable.

NO ORAL MODIFICATION OR WAIVERS: The Limits and Liabilities are the complete and final agreement between Exhibitors and the contractor. The terms herein may not be modified or waived orally, but only by an instrument in writing signed by the party against which enforcement of the modification or waiver (as the case may be) is sought.

ORDER NOW!

Follow these simple steps to order Online:

1. **Go To:** <https://aexservices.boomerecommerce.com/>
2. **Login** using your email address and password
 - a. New Users: Username = Email address you've provided to Show Management
Password = You will receive an email containing a temporary password to create your own unique password to use
 - b. Previous Users: Username = Your email address
Password = Your pre-existing password
3. Find **Coffee Fest Chicago 2022** from the list of My Events on the left side of the Dashboard.
4. Click the **"Shop Now"** button to begin ordering.

For questions contact:
AEX Services / Texas XPO
609.272.1600
Orders@AEXServices.com



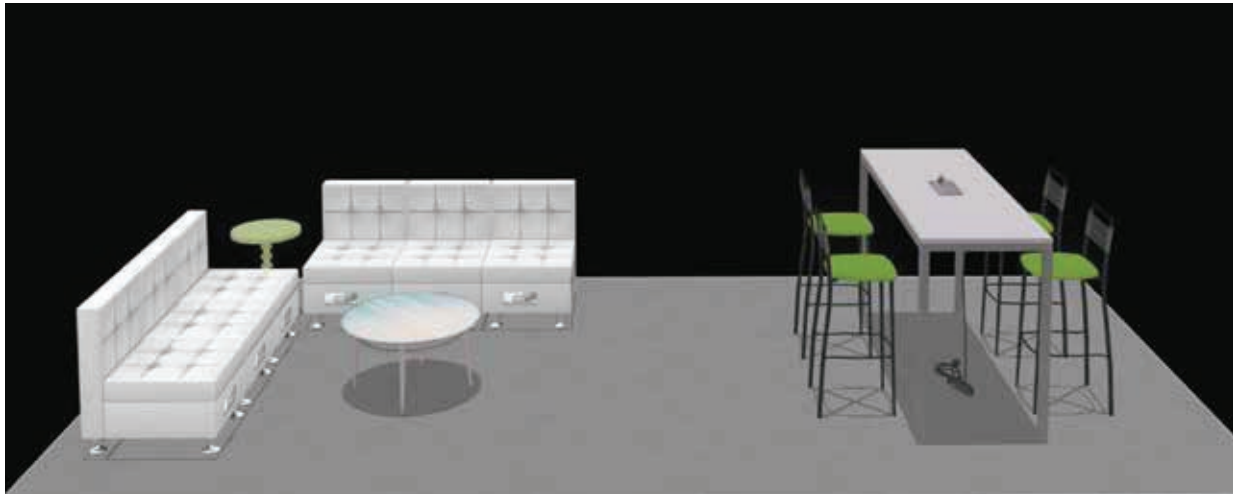
2022
**TRADE SHOW
FURNISHINGS**
.....
KIT CATALOG

To place you order for speciality furniture please email:

Orders@AEXServices.com
or
Orders@TexasXPO.com



DESIGN YOUR BOOTH SPACE **YOUR WAY**



10x20 Booth Footprint

Boca Chair - Charged • Brooklyn Round Cocktail Table • Phoebe Table - Lime Green
Aspen Bar Table - Charged • Silk Back Stool - Green



10x10 Booth Footprint

Madison Chair • Madison Bench - Apricot
Phoebe Table - Hazelnut • Blox Bar Back



10x10 Booth Footprint

Patrice Tablet Chair - Charged • Brooklyn Round End Table
Equino Stool - Black • Chardonnay Bar Table



20x20 Booth Footprint

Grammercy Loveseats • Grammercy Corner • Brooklyn Round Cocktail Table • Monarch Chairs • Brooklyn Round End Table
Piazza Bar Back - Espresso • Silk Back Stools - Black • Aspen Bar Tables - Charged • 6' VIP Bar

BLANC



Blanc Sofa
Bright White Leather
75"W x 35"D x 35"H
18228-0847



Blanc Loveseat
Bright White Leather
54"W x 35"D x 35"H
18167-0614



Blanc Chair
Bright White Leather
33"W x 35"D x 35"H
18284-0834



Blanc Bench Ottoman
Bright White Leather
48"W x 24"D x 18"H
18024-0072



Blanc Cube Ottoman
Bright White Leather
17" Square x 17"H
18184-0274

WHISPER



Whisper Sofa
White Leather
87"W x 37"D x 35"H
18228-0607



Whisper Loveseat
White Leather
61"W x 37"D x 35"H
18167-0471



Whisper Chair
White Leather
35"W x 37"D x 35"H
18284-0487

WHISPER



Whisper Bench Ottoman

White Leather
60"W x 24"D x 17"H
18024-0003



Whisper Square Ottoman

White Leather
40"Square x 17"H
18184-0034



Whisper Round Ottoman

White Leather
46"Round x 17"H
18184-0038

FUNCTION

Modular Seating Collection



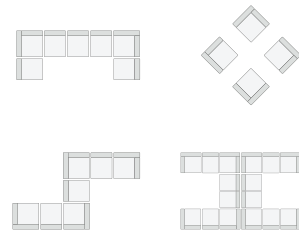
Function Armless Chair

White Leather
28"Square x 29"H
18284-0554



Function Corner

White Leather
28"Square x 29"H
18066-0016



CONTINENTAL

Modular Seating Collection



Continental Curved Loveseat

White Leather
82"W x 34"D x 31"H
18303-0006



Continental Reverse

Curved Loveseat
White Leather
72"W x 34"D x 31"H
18304-0002



Continental Wedge Ottoman

White Leather
30"W x 34"D x 19"H
18296-0006

CONTINENTAL

Modular Seating Collection



Continental Curved Bench

White Leather
70"W x 26"D x 19"H
18184-0283



Continental Half Moon Ottoman

White Leather
33"W x 19"D x 19"H
18184-0284

SOPHISTICATION

Modular Seating Collection



Sophistication Sofa

White Leather
72"W x 31"D x 48"H
18228-0674



Sophistication Loveseat

White Leather
48"W x 31"D x 48"H
18167-0466



Sophistication Chair

White Leather
24"W x 31"D x 48"H
18284-0563



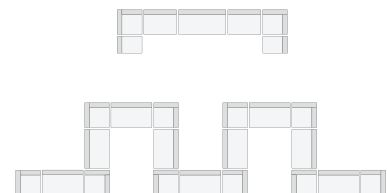
Sophistication Corner

White Leather
31"Square x 48"H
18066-0017



Sophistication Ottoman

White Leather
31"Square x 19"H
18184-0130



BOCA

Modular Seating Collection



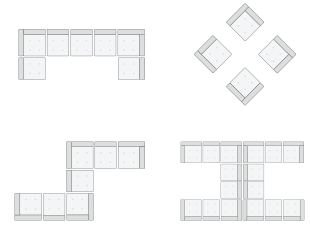
Boca Corner

Black Leather
22"W x 27"D x 30"H
18066-0026



Boca Armless

Black Leather
27"Square x 30"H
18284-0786



METRO



Metro Sofa

Black Leather
85"W x 35"D x 35"H
18228-0602



Metro Loveseat

Black Leather
60"W x 35"D x 35"H
18167-0467



Metro Chair

Black Leather
35"Square x 35"H
18284-0482



Metro Square Ottoman

Black Leather
40"Square x 17"H
18184-0179



Metro Bench Ottoman

Black Leather
60"W x 24"D x 17"H
18024-0008

SUAVE MIDNIGHT



Suave Midnight Sofa

Midnight Suede
77"W x 36"D x 33"H
18228-0085



Suave Midnight Loveseat

Midnight Suede
54"W x 36"D x 33"H
18167-0069



Suave Midnight Chair

Midnight Suede
32"W x 36"D x 33"H
18284-0151

GRAMMERCY

Modular Seating Collection



Grammercy Sofa

Charcoal Leather
82"W x 36"D x 36"H
18228-0605



Grammercy Loveseat

Charcoal Leather
57"W x 36"D x 36"H
18167-0469



Grammercy Chair

Charcoal Leather
28"W x 36"D x 36"H
18284-0485



Grammercy Corner

Charcoal Leather
36"Square x 36"H
18066-0015



Grammercy Round Ottoman

Charcoal Leather
46"Round x 17"H
18184-0036



Grammercy Square Ottoman

Charcoal Leather
40"Square x 17"H
Also Available in Bench Ottoman
60"W x 24"D x 17"H
18184-0033

STAGE CHAIRS



Empire Chair

Black Leather
 White Leather
 28"W x 32"D x 32"H
 18284-0621 (Black)/18284-0564 (White)



Tulip Chair

Black Fabric/Tilt Back/Caster Feet
 27"W x 26"D x 35"H
 05035-0028



Monarch Chair

Bright White Leather
 28" Square x 30"H
 18284-0785

OTTOMANS & BENCHES



Curved Bench

Continental White Leather
 70"W x 26"D x 19"H
 18184-0283



Square Ottoman

Metro Black Leather | 18184-0179
 Whisper White Leather | 18184-0034
 Grammercy Charcoal Leather | 18184-0033
 40" Square x 17"H



Bench Ottoman

Metro Black Leather | 18024-0008
 Whisper White Leather | 18024-0003
 Chandler Red Leather | 18024-0062
 Grammercy Charcoal Leather | 18024-0002
 Parma Brown Leather | 18024-0061
 60"W x 24"D x 17"H



Essentials Storage Ottoman

White Leather with Locking Mechanism
 48"W x 24"D x 20"H
 Lock Not Included
 18184-0192



Round Ottoman

Grammercy Charcoal Leather | 18184-0036
 Whisper White Leather | 18184-0038
 46" Round x 17"H



1/4 Round Ottoman

Grammercy Charcoal Leather | 18184-0028
 Whisper White Leather | 18184-0030
 34"W x 19"D x 17"H

OTTOMANS & BENCHES



Madison Sky Bench

Teal Fabric
48"W x 24"D x 17"H
18184-0256



Madison Ottomans

Left to Right:
Willow | 18184-0252
Sand Dollar | 18184-0253
Apricot | 18184-0254
Sunflower | 18184-0255
24" Square x 17"H

BANQUETTES



Essentials Banquette

White Leather
60" Round x 48"H (2 Pieces)
18011-0011



Whisper Banquette

White Leather
59" Round x 38"H (2 Pieces)
18011-0001



Grammercy Banquette

Charcoal Leather
59" Round x 38"H (2 Pieces)
18011-0002



Essentials Turning Bed

White Leather
96"W x 48"D x 36"H
18011-0033

CUBE OTTOMANS



Cube Ottomans

From left to right: Blanc Bright White Leather (17" Square x 17"H), Whisper White Leather, Metro Black Leather, Red Vinyl, Green Vinyl, Blue Vinyl, Purple Vinyl
18" Square x 18"H

18184-0274 (Blanc), 18184-0129 (White), 18184-0128 (Black), 18200-0001 (Red), 18200-0003 (Blue), 18200-0004 (Purple)

CHARGED



Essentials Turning Bed - Charged

White Leather
96"W x 48"D x 25"H
**White slip cover available for black charging unit.
Maximum of 1 bed per power source.
22100-0001



Boca Corner - Charged

Bright White Leather
27" Square x 30"H
**Maximum of 4 daisy linked together per power source.*
22051-0001



Boca Chair - Charged

Bright White Leather
22"W x 27"D x 30"H
**Maximum of 4 daisy linked together per power source.*
22050-0001



Aspen Bar Table - Charged

White / Brushed Steel
72"W x 26"D x 42"H
**Maximum of 1 table per power source.*
22001-0001



Aspen Cocktail Table - Charged

White / Brushed Steel
48"W x 24"D x 18"H
**Maximum of 1 table per power source.*
22002-0002



White Conference Table - Charged

White
96"W x 43"D x 30"H
**Maximum of 1 table per power source.*
22200-0001



CHARGED



Patrice Table Chair - Charged

Bright White Leather
28"W x 31"D x 31"H
**Maximum of 6 daisy linked together per power source.*
18284-0861



Lincoln Bench - Charged

Bright White Leather
59"W x 39"D x 17"H
**Maximum of 3 daisy linked together per power source.*
22052-0001

OCCASIONAL TABLES



Tribeca Tables

End Table Wood/Black | 12107-0008
24"W x 28"D x 22"H

Console Table Wood/Black | 12230-0005
48"W x 18"D x 30"H

Cocktail Table Wood/Black | 12055-0008
48"W x 28"D x 19"H



Novel Tables

End Table Satin Steel | 18024-0010
15" Square x 16"H

Cocktail Table Satin Steel | 18024-0011
46"W x 15"D x 16"H



Aria Tables Red

End Table Red/Brushed Steel
24"W x 20"D x 22"H
Cocktail Table Red/Brushed Steel
44"W x 20"D x 18"H
99-12304-05 (End)
99-12050-05 (Cocktail)



Aria Tables Green

End Table Green/Brushed Steel
24"W x 20"D x 22"H
Cocktail Table Green/Brushed Steel
44"W x 20"D x 18"H
H99-12304-03 (End)
99-12050-03 (Cocktail)



Aria Tables Blue

End Table Blue/Brushed Steel
24"W x 20"D x 22"H
Cocktail Table Blue/Brushed Steel
44"W x 20"D x 18"H
99-12304-06 (End)
99-12050-06 (Cocktail)

OCCASIONAL TABLES



Aria Tables Purple

End Table Purple/Brushed Steel | 99-12304-04
24"W x 20"D x 22"H
Cocktail Table Purple/Brushed Steel | 99-12050-04
44"W x 20"D x 18"H



Aria Tables White

End Table White/Brushed Steel | 99-12304-01
24"W x 20"D x 22"H
Console Table White/Brushed Steel | 99-12305-01
44"W x 20"D x 30"H
Cocktail Table White/Brushed Steel | 99-12050-01
44"W x 20"D x 18"H



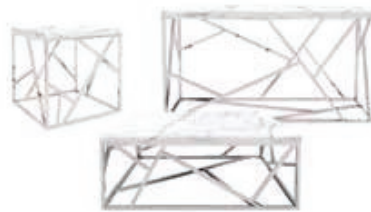
Aria Tables Charcoal

End Table Storm Grey/Brushed Steel | 99-12304-02
24"W x 20"D x 22"H
Console Table Storm Grey/Brushed Steel | 99-12305-02
44"W x 20"D x 30"H
Cocktail Table Storm Grey/Brushed Steel | 99-12050-02
44"W x 20"D x 18"H



Fuze Tables

End Table Chrome/Zebra wood Laminate | 12107-0512
24"Square x 23"H
Console Table Chrome/Zebra wood Laminate | 12230-0116
60"W x 16"D x 34"H
Cocktail Table Chrome/Zebra wood Laminate | 12055-0453
40"Square x 16"H



London Tables

End Table Chrome/Marble | 12107-0493
24"Square x 23"H
Console Table Chrome/Marble | 12230-0110
60"W x 16"D x 34"H
Cocktail Table Chrome/Marble | 12055-0428
40"Square x 16"H



Brooklyn Tables

End Table Square - Chrome | 12107-0494
22"Square x 20"H
End Table Round - Chrome | 12107-0495
20"Round x 20"H
Cocktail Table Rectangle - Chrome | 12055-0429
42"W x 24"D x 16"H
Cocktail Table Round - Chrome | 12055-0430
30"Round x 16"H



Vivid Tables

End Table - Smoked Powder Coat Finish | 12107-0282
26"Square x 21"H
Console Table - Smoked Powder Coat Finish | 12230-0081
50"W x 24"D x 30"H
Cocktail Table - Smoked Powder Coat Finish | 12055-0273
50"W x 24"D x 16"H



Club Tables

End Table | 12107-0331
44"W x 22"D x 18"H
Cocktail Table | 12055-0318
22"Square x 18"H
(Includes built in Wireless LED Lighting)



Rose Table

17"Round x 17"H
12003-0038

BARS & BAR BACKS



VIP Glow Bar 6'

Frosted Plexi with Built-in Wireless LED Kit
72"W x 24"D x 42"H(Bar)
13"D x 18"H (Shelf)
**Includes remote control*
05012-0076



VIP Glow Bar 4'

Frosted Plexi with Built-in Wireless LED Kit
48"W x 24"D x 42"H(Bar)
13"D x 18"H (Shelf)
**Includes remote control*
05012-0075



Bar

■ Black with 2 shelves in back | 05012-0053
□ White with 2 shelves in back | 05012-0054
48"W x 16"D x 42"H



Blox Bar Back

Walnut/Brushed Metal
30"W x 16"D x 86"H
Please Inquire About Shelf Dimensions
12112-0010



Piazza Bar Back

■ Black | 05001-0017
□ White | 05001-0018
44"W x 12"D x 79"H
13"W x 14"H (Inside Shelf)

BARS STOOLS



Vienna Stool

- Gray Acrylic | 05237-0264
- Orange Acrylic | 05237-0263
- Teal Acrylic | 05237-0262
17"Square x 39"H



Criss Cross Bar Stool

- Espresso Leather | 05237-0038
- White Leather | 05237-0039
15"W x 19"D x 41"H



Escape Stool

- Natural Maple
20"W 19"D 46"H
05237-0305



Silk Back Bar Stool

- Black | 99-05237-01
- Green | 99-05237-03
- White | 99-05237-02
- Purple | 99-05237-04
- Blue | 99-05237-03
- Red | 99-05237-05



Euro Bar Stool

- Black
22"W x 24"D x 42"H
05237-0221



Hourglass Bar Stool

- Black | 05237-0270
- White | 05237-0271
18"W x 20"D x 43"H



Equino Stool

- Black | 05237-0160
- White | 05237-0041
15"W x 13"D x 35"H

BARS STOOLS



Clara Stool
White
17"W x 21"D x 41"H
05237-0298



Marcus Bar Stool
Steel
17" Square (at footbase) x 29"H
05237-0215



Regal Stool
Brown Leather
19"W x 24"D x 45"H
05237-0156



Caprice Stool
Black Fabric
25"W x 26"D x 44"H
05237-0169



Bradford Padded Stool
Black Fabric
25" W x 26" D x 44" H
F40



Nexus Stool
White
19"W 20"D 44"H
05237-0300

CAFÉ CHAIRS



Vienna Chair
■ Gray Acrylic | 05035-0032
■ Orange Acrylic | 05035-0032
■ Teal Acrylic | 05035-0032
21" Square x 32"H



Silk Back Chair
■ Black | 99-05035-10
■ White | 99-05035-11
■ Blue | 99-05035-15
■ Green | 99-05035-12
■ Purple | 99-05035-13
■ Red | 99-05035-14

CAFÉ CHAIRS



Clara Chair
White
18"W x 21"D x 34"H
05035-0051



Leslie Chair
White
17"W x 21"D x 31"H
05035-0052



Criss Cross Chair
■ Espresso Leather | 05035-0010
□ White Leather | 05035-0011
17"W x 21"D x 35"H



Elio Chair
Steel
17" Square x 33"H
05035-0023



Bradford Padded Side Chair
Black Fabric
25" W x 24" D x 32" H
F20



Bradford Padded Arm Chair
Black Fabric
25" W x 24" D x 32" H
F30



Regal Dining Chair
Brown Leather
19"W x 23"D x 38"H
05221-0039



Malaga Side Chair
Grey
18"W x 17.75"D x 33"H
F10



Nexus Chair
White
19"W x 22"D x 32"H
05035-0050

CAFÉ CHAIRS



Colin Chair
Natural Maple
22"W x 19"D x 33"H
05035-0052



Vaspoli Cocktail Table with Black Linen
Black / Chrome
30" Round x 42"H
F70



Bradford Padded Stool
Black Fabric
25" W x 26" D x 44" H
F40



Vaspoli Cocktail Table
Black / Chrome
30" Round x 42"H
F70

BAR TABLES



Euro Bar Table
Black/Black 30" | 99-05245-01
30"Round x 42"H
Black/Black 36" | 99-05245-02
36"Round x 42"H



Silk Bar Table
Black/Chrome 30" | 99-05245-04
30"Round x 42"H
Black/Chrome 36" | 99-05245-05
36"Round x 42"H



City Bar Table
Maple/Black 30" | 99-05245-14
30"Round x 42"H
Maple/Black 36" | 99-05245-15
36"Round x 42"H



Park Ave Bar Table
Maple/Chrome 30" | 99-05245-07
30"Round x 42"H
Maple/Chrome 36" | 99-05245-08
36"Round x 42"H



Summit Bar Table
White/Black 30" | 99-05245-16
30"Round x 42"H
White/Black 36" | 99-05245-17
36"Round x 42"H



Blanco Round Bar Table
White/Chrome 30" | 99-05245-10
30"Round x 42"H
White/Chrome 36" | 99-05245-11
36"Round x 42"H

BAR TABLES



Fuze Bar Table
Zebrawood Laminate/Chrome
36" Square x 42"H
99-05245-22



Blanco Square Bar Table
White/Chrome
24" Square x 42"H
99-05245-12



Blanco Rectangle Bar Table
White/Chrome
72"W x 24"D x 42"H
99-05245-13



Spectrum Bar Table Red
Red/Chrome
24" Square x 42"H
99-05245-20



Spectrum Bar Table Blue
Blue/Chrome
24" Square x 42"H
99-05245-21



Spectrum Bar Table Purple
Purple/Chrome
24" Square x 42"H
99-05245-18



Spectrum Bar Table Green
Green/Chrome
24" Square x 42"H
99-05245-19



Malaga Side Chair
Grey
18"W x 17.75"D x 33"H
F10



Vaspoli Cocktail Table
Black / Chrome
30" Round x 30"H
F60

BAR TABLES



Aspen Bar Table
White/Brushed Steel
72"W x 26"D x 42"H
05204-0001



Bradford Padded Arm Chair
Black Fabric
25" W x 24" D x 32" H
F30



Vaspoli Cocktail Table
Black / Chrome
30" Round x 30"H
F60

CAFÉ TABLES



Euro Café Table
Black/Black 30" | 99-05036-01
30"Round x 30"H
Black/Black 36" | 99-05036-02
36"Round x 30"H



Silk Café Table
Black/Chrome 30" | 99-05036-04
30"Round x 30"H
Black/Chrome 36" | 99-05036-05
36"Round x 30"H



Park Ave Café Table
Maple/Chrome 30" | 99-05036-07
30"Round x 30"H
Maple/Chrome 36" | 99-05036-08
36"Round x 30"H



City Café Table
Maple/Black 30" | 99-05036-14
30"Round x 30"H
Maple/Black 36" | 99-05036-15
36"Round x 30"H



Summit Café Table
White/Black 30" | 99-05036-16
30"Round x 30"H
White/Black 36" | 99-05036-17
36"Round x 30"H



Blanco Café Table
White/Chrome 30" | 99-05036-10
30"Round x 30"H
White/Chrome 36" | 99-05036-11
36"Round x 30"H

CAFÉ TABLES



Fuze Café Table
Zebrawood Laminate/Chrome
36" Square x 30"H
99-05036-22



Blanco Square Café Table
White/Chrome Rectangle
24" Square x 30"H
99-05036-12



Blanco Rectangle Café Table
White/Chrome Rectangle
72"W x 24"D x 30"H
99-05036-13



Spectrum Café Table Red
Red/Chrome
24" Square x 30"H
99-05036-20



Spectrum Café Table Blue
Blue/Chrome
24" Square x 30"H
99-05036-21



Spectrum Café Table Purple
Purple/Chrome
24" Square x 30"H
99-05036-18



Spectrum Café Table Green
Green/Chrome
24" Square x 30"H
99-05036-19



Aspen Dining Table
White/Brushed Steel
72"W x 30"D x 30"H
05090-0001



Brio Dining Table
Reclaimed Grey Stone Finish/Brushed
Bronze
96"W x 48"D x 30"H
05088-0505

OFFICE SEATING



Enterprise High Back

Conference Chair
Black Fabric
25"W x 27"D x 45"H
14136-0080



Enterprise Mid Back

Conference Chair
Black Fabric
24"W x 26"D x 39"H
14176-0046



Enterprise Guest Chair

Black Fabric
25"W x 27"D x 37"H
14128-0096



Goal Drafting Stool

Black
25"W x 24"D x 48"H
14307-0003



Goal Drafting Stool Armless

Black
21"W x 24"D x 48"H
14307-0004

CONFERENCE TABLES



Conference Table Round

■ Black | 14062-0105
■ Mahogany | 14062-0106
42"Round x 29"H



Conference Table Rectangle

■ Black 6' | 14062-0224
■ Mahogany 6' | 14062-0220
□ White 6' | 14062-0281 (White)
■ Black 8' | 14062-0225
■ Mahogany 8' | 14062-0226
□ White 8' | 14062-0282

OFFICE FURNITURE



Computer Kiosk

■ Black | 14309-0001
□ White | 14179-0005
24" Square x 42"H



Black Credenza

Black
60"W x 20"D x 29"H
14072-0108



Black Double Pedestal Desk

Black
60"W x 30"D x 29"H
14083-0105



5 Shelf Bookcase

■ Black | 14029-0098
■ Mahogany | 14029-0091
36"W x 12"D x 72"H



Genoa Kneespace Credenza

Mahogany 2 Filing Cabinets/2-Drawers
66"W x 20"D x 29"H
14072-0039



Genoa Executive Desk

Mahogany Double Pedestal-Locking Drawers
72"W x 36"D x 29"H
14083-0117



Genoa Storage Credenza

Mahogany 2 Filing Cabinets
2-Drawers-Inside Shelves
66"W x 20"D x 29"H
14072-0038

OFFICE FURNITURE



Vivid Café Table Square
Clear Glass/Smoked Powder Coat Finish
42" Square x 30"H
05088-0365



Vivid Café Table Rectangle
Clear Glass/Smoked Powder Coat Finish
60"W x 36"D x 30"H
05088-0364



Brooklyn Rectangle
Dining Table
Clear Glass/Chrome
60"W x 36"D x 30"H
05088-0498



Brooklyn Round Dining Table
Clear Glass/Chrome
42" Round x 30"H
05088-0499



Aspen Dining Table
White/Brushed Steel
72"W x 30"D x 30"H
05090-0001



Brio Dining Table
Reclaimed Grey Stone Finish/Brushed Bronze
96"W x 48"D x 30"H
05088-0505

PEDESTALS



Display Pedestals 42"

■ Black | 12091-0023

14"Square x 42"H

■ Black | 12091-0004

24"Square x 42"H

■ Black | 12091-0002

18"Square x 42"H

□ White | 12091-0030

14"Square x 42"H



Display Pedestals 36"

■ Black | 12091-0024

14"Square x 36"H

■ Black | 12091-0034

24"Square x 36"H

□ White | 12091-0031

14"Square x 36"H

□ White | 12091-0033

24"Square x 36"H



Display Pedestals 30"

■ Black | 12091-0025

14"Square x 30"H

■ Black | 12091-0003

24"Square x 30"H

■ Black | 12091-0001

18"Square x 30"H

□ White | 12091-0032

14"Square x 30"H



Locking Pedestal

■ Black | 14309-0001

□ White | 14179-0005

24"Square x 42"H



Fuze Pedestal

Zebrawood Laminate/Chrome

16"Square x 44"H

12091-0055



London Pedestal

Marble/Chrome

16"Square x 44"H

12091-0043





TRADE SHOW INFORMATION

Show Name		Company Name				
Show Dates		Onsite Contact Name				
Venue Name		Onsite Contact Cell #				
Venue Address		Delivery Date		Time		
		Pickup Date		Time		
Booth # and Name		Show Contractor	AEX Covention Services - Texas XPO			

All Furniture Subject to Availability

Terms & Conditions: **Payments:** Payment terms : 100% Payment due prior to delivery to secure the order.
Payment includes drayage fees. A \$75.00 delivery fee will be added to each order

Late Fee: Show Site orders will be based on availability and charged a 30% Late Fee.

Item Number	Weight		Dimensions	Discount	Standard	Qty.	Total
Blanc (Pg. 3)							
18228-0847	100 lbs.	Blanc Sofa	75"W x 35"D x 35"H	\$740.00	\$1,036.00		\$ -
18167-0614	90 lbs.	Blanc Loveseat	54"W x 35"D x 35"H	\$706.00	\$988.00		\$ -
18284-0834	75 lbs.	Blanc Chair	33"W x 35"D x 35"H	\$590.00	\$826.00		\$ -
18024-0072	40 lbs.	Blanc Bench Ottoman	48"W x 24"D x 18"H	\$354.00	\$496.00		\$ -
18184-0274	15 lbs	Blanc Cube	17"Square	\$123.00	\$172.00		\$ -
Whisper (Pg. 3 & 4)							
18228-0607	115 lbs.	Whisper White Leather Sofa	87"W x 37"D x 35"H	\$706.00	\$988.00		\$ -
18167-0471	90 lbs.	Whisper White Leather Loveseat	61"W x 37"D x 35"H	\$677.00	\$948.00		\$ -
18284-0487	60 lbs.	Whisper White Leather Chair	35"W x 37"D x 35"H	\$561.00	\$785.00		\$ -
18024-0003	43 lbs.	Whisper White Leather Bench Ottoman	60"W x 24"D x 17"H	\$313.00	\$438.00		\$ -
18184-0034	65 lbs.	Whisper White Leather Square Ottoman	40"Square x 17"H	\$313.00	\$438.00		\$ -
18184-0038	64 lbs.	Whisper White Leather Round Ottoman	46"Round x 17"H	\$313.00	\$438.00		\$ -
Function (Pg. 4)							
18284-0554	38 lbs.	Function White Leather Armless Chair	28"Square x 29"H	\$377.00	\$528.00		\$ -
18066-0016	27 lbs.	Function White Leather Corner	28"Square x 29"H	\$405.00	\$567.00		\$ -
Continental (Pg. 4 & 5)							
18303-0006	105 lbs.	Continental White Leather Curved Loveseat	82"W x 34"D x 31"H	\$729.00	\$1,021.00		\$ -
18304-0002	105 lbs.	Continental White Leather Reverse Loveseat	72"W x 34"D x 31"H	\$706.00	\$988.00		\$ -
18296-0006	35 lbs.	Continental White Leather Wedge Ottoman	30"W x 34"D x 19"H	\$313.00	\$438.00		\$ -
18184-0283	75 lbs.	Continental White Leather Curved Bench	70"W x 26"D x 19"H	\$370.00	\$518.00		\$ -
18184-0284	30 lbs.	Continental White Leather Half Moon Ottoman	33"W x 19"D x 19"H	\$313.00	\$438.00		\$ -
Sophistication (Pg. 5)							
18228-0674	100 lbs.	Sophistication White Leather Sofa	72"W x 31"D x 48"H	\$729.00	\$1,021.00		\$ -
18167-0466	90 lbs.	Sophistication White Leather Loveseat	48"W x 31"D x 48"H	\$492.00	\$689.00		\$ -
18284-0563	60 lbs.	Sophistication White Leather Chair	27"W x 31"D x 48"H	\$370.00	\$518.00		\$ -
18066-0017	60 lbs.	Sophistication White Leather Corner	31"Square x 48"H	\$370.00	\$518.00		\$ -
18184-0130	40 lbs.	Sophistication White Leather Ottoman	31"Square x 19"H	\$278.00	\$389.00		\$ -
Boca (Pg. 6)							
18066-0026	38 lbs.	Boca Black Leather Corner	27"W x 27"D x 30"H	\$405.00	\$567.00		\$ -
18284-0786	28 lbs.	Boca Black Leather Armless	22"W x 27"D x 30"H	\$377.00	\$528.00		\$ -
Metro (Pg. 6)							
18228-0602	110 lbs.	Metro Black Leather Sofa	85"W x 35"D x 35"H	\$608.00	\$851.00		\$ -
18167-0467	90 lbs.	Metro Black Leather Loveseat	60"W x 35"D x 35"H	\$585.00	\$819.00		\$ -
18284-0482	75 lbs.	Metro Black Leather Chair	35"Square x 35"H	\$457.00	\$640.00		\$ -
18184-0179	65 lbs.	Metro Black Leather Square Ottoman	40"Square x 17"H	\$313.00	\$438.00		\$ -
18024-0008	43 lbs.	Metro Black Leather Bench Ottoman	60"W x 24"D x 17"H	\$313.00	\$438.00		\$ -
Suave Midnight (Pg. 7)							
18228-0085	105 lbs.	Suave Midnight Sofa	77"W x 36"D x 33"H	\$532.00	\$745.00		\$ -
18167-0069	80 lbs.	Suave Midnight Loveseat	54"W x 36"D x 33"H	\$462.00	\$647.00		\$ -
18284-0151	65 lbs.	Suave Midnight Chair	32"W x 36"D x 33"H	\$347.00	\$486.00		\$ -
Grammercy (Pg. 7)							
18228-0605	90 lbs.	Grammercy Charcoal Leather Sofa	82"W x 36"D x 36"H	\$677.00	\$948.00		\$ -
18167-0469	90 lbs.	Grammercy Charcoal Leather Loveseat	57"W x 36"D x 36"H	\$590.00	\$826.00		\$ -
18284-0485	40 lbs.	Grammercy Charcoal Leather Chair	28"W x 36"D x 36"H	\$377.00	\$528.00		\$ -
18066-0015	51 lbs.	Grammercy Charcoal Leather Corner	36"Square x 36"H	\$434.00	\$608.00		\$ -
18184-0036	64 lbs.	Grammercy Charcoal Leather Round Ottoman	46"Round x 17"H	\$313.00	\$438.00		\$ -
18184-0033	65 lbs.	Grammercy Charcoal Leather Square Ottoman	40"Square x 17"H	\$313.00	\$438.00		\$ -
Stage Chairs (Pg. 8)							
18284-0621	80 lbs.	Empire Chair Black Leather	28"W x 32"D x 32"H	\$405.00	\$567.00		\$ -
18284-0564	80 lbs.	Empire Chair White Leather	28"W x 32"D x 32"H	\$405.00	\$567.00		\$ -
05035-0028	45 lbs.	Tulip Black Fabric Chair	26"W x 27"D x 35"H	\$244.00	\$342.00		\$ -
18284-0785	24 lbs.	Monarch Chair - Bright White	28"Square x 30"H	\$259.00	\$363.00		\$ -
Ottomans & Benches (Pg. 8 & 9)							
18184-0283	75 lbs.	Continental White Leather Curved Bench	70"W x 26"D x 19"H	\$370.00	\$518.00		\$ -
18184-0179	65 lbs.	Metro Black Leather Square Ottoman	40"Square x 17"H	\$313.00	\$438.00		\$ -
18184-0034	65 lbs.	Whisper White Leather Square Ottoman	40"Square x 17"H	\$313.00	\$438.00		\$ -
18184-0033	65 lbs.	Grammercy Charcoal Leather Square Ottoman	40"Square x 17"H	\$313.00	\$438.00		\$ -
18024-0008	43 lbs.	Metro Black Leather Bench Ottoman	60"W x 24"D x 17"H	\$313.00	\$438.00		\$ -

18024-0003	43 lbs.	Whisper White Leather Bench Ottoman	60"W x 24"D x 17"H	\$313.00	\$438.00	\$	-
18024-0062	43 lbs.	Chandler Red Leather Bench Ottoman	60"W x 24"D x 17"H	\$313.00	\$438.00	\$	-
18024-0002	43 lbs.	Grammercy Charcoal Leather Bench Ottoman	60"W x 24"D x 17"H	\$313.00	\$438.00	\$	-
18024-0061	43 lbs.	Parma Brown Leather Bench Ottoman	60"W x 24"D x 17"H	\$313.00	\$438.00	\$	-
18184-0192	70 lbs.	Essentials White Leather Storage Ottoman	48"W x 24"D x 20"H	\$434.00	\$608.00	\$	-
18184-0036	64 lbs.	Grammercy Charcoal Leather Round Ottoman	46"Round x 17"H	\$313.00	\$438.00	\$	-
18184-0038	64 lbs.	Whisper White Leather Round Ottoman	46"Round x 17"H	\$313.00	\$438.00	\$	-
18184-0028	15 lbs.	Grammercy Charcoal 1/4 Round Ottoman	34"W x 19"D x 17"H	\$192.00	\$269.00	\$	-
18184-0030	15 lbs.	Whisper White 1/4 Round Ottoman	34"W x 19"D x 17"H	\$192.00	\$269.00	\$	-
18184-0256	35 lbs.	Madison Sky Bench	4"W x 24"D x 17"H	\$290.00	\$406.00	\$	-
18184-0252	20 lbs.	Madison Ottoman - Willow	24"Square x 17"H	\$185.00	\$259.00	\$	-
18184-0253	20 lbs.	Madison Ottoman - Sand Dollar	24"Square x 17"H	\$185.00	\$259.00	\$	-
18184-0254	20 lbs.	Madison Ottoman - Apricot	24"Square x 17"H	\$185.00	\$259.00	\$	-
18184-0255	20 lbs.	Madison Ottoman - Sunflower	24"Square x 17"H	\$185.00	\$259.00	\$	-
Banquettes & Turning Beds (Pg. 9)							
18011-0011	185 lbs.	Essentials White Banquette (2 pcs)	60"Round x 48"H	\$919.00	\$1,287.00	\$	-
18011-0001	130 lbs.	Whisper White Tufted Leather Banquette (2 pcs)	59"Round x 38"H	\$919.00	\$1,287.00	\$	-
18011-0002	130 lbs.	Grammercy Charcoal Leather Banquette (2 pcs)	59"Round x 38"H	\$919.00	\$1,287.00	\$	-
02082-0033	200 lbs.	Essentials White Leather Turning Bed	96"W x 48"D x 34"H	\$1,104.00	\$1,546.00	\$	-
Cube Ottomans (Pg. 10)							
18184-0274	15 lbs.	Blanc Cube	17"Square	\$123.00	\$172.00	\$	-
18184-0129	15 lbs.	Cube Ottoman - White	18"Square	\$123.00	\$172.00	\$	-
18184-0128	15 lbs.	Cube Ottoman - Black	18"Square	\$123.00	\$172.00	\$	-
18200-0001	15 lbs.	Cube Ottoman - Red	18"Square	\$123.00	\$172.00	\$	-
18200-0002	15 lbs.	Cube Ottoman - Green	18"Square	\$123.00	\$172.00	\$	-
18200-0003	15 lbs.	Cube Ottoman - Blue	18"Square	\$123.00	\$172.00	\$	-
18200-0004	15 lbs.	Cube Ottoman - Purple	18"Square	\$123.00	\$172.00	\$	-
Charged (Pg. 10 & 11)							
22100-0001	192 lbs.	Essentials Turning Bed w/Charging Station Insert	96"W x 48"D x 19"H	\$1,225.00	\$1,715.00	\$	-
22051-0001	40 lbs.	Boca Bright White Corner - Charged	27"W x 27"D x 30"H	\$462.00	\$647.00	\$	-
22050-0001	40 lbs.	Boca Bright White Armless - Charged	22"W x 27"D x 30"H	\$428.00	\$599.00	\$	-
22001-0001	80 lbs.	Aspen Bar Table - Charged	72"W x 26"D x 42"H	\$717.00	\$1,004.00	\$	-
22002-0002	55 lbs.	Aspen Cocktail Table - Charged	48"W x 24"D x 18"H	\$405.00	\$567.00	\$	-
22200-0001	230 lbs.	White Conference Table - Charged	96"W x 43"D x 30"H	\$965.00	\$1,351.00	\$	-
18284-0861	52 lbs.	Patrice Tablet Chair	28"W x 30.5"D x 31"H	\$446.00	\$624.00	\$	-
22052-0001	60 lbs.	Lincoln Bench - Charged	59"W x 39"D x 17"H	\$677.00	\$948.00	\$	-
Occasional Tables (Pg. 12)							
12107-0008	30 lbs.	Tribeca End Table	24"W x 28"D x 22"H	\$220.00	\$308.00	\$	-
12230-0005	40 lbs.	Tribeca Console Table	48"W x 18"D x 30"H	\$244.00	\$342.00	\$	-
12055-0008	50 lbs.	Tribeca Cocktail Table	48"W x 28"D x 19"H	\$231.00	\$323.00	\$	-
18024-0010	30 lbs.	Novel End Table	15"Square x 16"H	\$278.00	\$389.00	\$	-
18024-0011	50 lbs.	Novel Cocktail Table	46"W x 15"D x 16"H	\$313.00	\$438.00	\$	-
99-12304-05	10 lbs.	Aria Red End Table	24"W x 20"D x 22"H	\$220.00	\$308.00	\$	-
99-12050-05	20 lbs.	Aria Red Cocktail Table	44"W x 20"D x 18"H	\$231.00	\$323.00	\$	-
99-12304-03	10 lbs.	Aria Green End Table	24"W x 20"D x 22"H	\$220.00	\$308.00	\$	-
99-12050-03	20 lbs.	Aria Green Cocktail Table	44"W x 20"D x 18"H	\$231.00	\$323.00	\$	-
99-12304-06	10 lbs.	Aria Blue End Table	24"W x 20"D x 22"H	\$220.00	\$308.00	\$	-
99-12050-06	20 lbs.	Aria Blue Cocktail Table	44"W x 20"D x 18"H	\$231.00	\$323.00	\$	-
99-12304-04	10 lbs.	Aria Purple End Table	24"W x 20"D x 22"H	\$220.00	\$308.00	\$	-
99-12050-04	20 lbs.	Aria Purple Cocktail Table	44"W x 20"D x 18"H	\$231.00	\$323.00	\$	-
99-12304-01	10 lbs.	Aria White End Table	24"W x 20"D x 22"H	\$220.00	\$308.00	\$	-
99-12305-01	35 lbs.	Aria White Console Table	44"W x 20"D x 30"H	\$244.00	\$342.00	\$	-
99-12050-01	20 lbs.	Aria White Cocktail Table	44"W x 20"D x 18"H	\$231.00	\$323.00	\$	-
99-12304-02	10 lbs.	Aria Charcoal End Table	24"W x 20"D x 22"H	\$220.00	\$308.00	\$	-
99-12305-02	35 lbs.	Aria Charcoal Console Table	44"W x 20"D x 30"H	\$244.00	\$342.00	\$	-
99-12050-02	20 lbs.	Aria Charcoal Cocktail Table	44"W x 20"D x 18"H	\$231.00	\$323.00	\$	-
12107-0512	27 lbs.	Fuze End Table	24"Square x 23"H	\$238.00	\$333.00	\$	-
12055-0453	55 lbs.	Fuze Cocktail Table	40"Square x 16"H	\$267.00	\$374.00	\$	-
12230-0116	49 lbs.	Fuze Console Table	60"W x 16"D x 34"H	\$290.00	\$406.00	\$	-
12107-0493	27 lbs.	London End Table	24"Square x 23"H	\$238.00	\$333.00	\$	-
12230-0110	49 lbs.	London Console Table	60"W x 16"D x 34"H	\$290.00	\$406.00	\$	-
12055-0428	55 lbs.	London Cocktail Table	40"Square x 16"H	\$267.00	\$374.00	\$	-
12107-0494	21 lbs.	Brooklyn II Square End Table	22"W x 22"D x 20"H	\$203.00	\$284.00	\$	-
12107-0495	15 lbs.	Brooklyn II Round End Table	20"Round x 20"H	\$203.00	\$284.00	\$	-
12055-0429	35 lbs.	Brooklyn II Rect Cocktail Table	42"W x 24"D x 16"H	\$226.00	\$316.00	\$	-
12055-0430	25 lbs.	Brooklyn II Round Cocktail Table	30"Round x 16"H	\$226.00	\$316.00	\$	-
12107-0282	35 lbs.	Vivid End Table	26"Square x 21"H	\$220.00	\$308.00	\$	-
12230-0081	62 lbs.	Vivid Console Table	50"W x 24"D x 30"H	\$244.00	\$342.00	\$	-
12055-0273	50 lbs.	Vivid Cocktail Table	50"W x 24"D x 16"H	\$231.00	\$323.00	\$	-
12107-0331	35 lbs.	Club End Table w/ Built-in LED Lighting	22"Square x 18"H	\$278.00	\$389.00	\$	-
12055-0318	55 lbs.	Club Cocktail Table w/ Built-in LED Lighting	44"W x 22"D x 18"H	\$313.00	\$438.00	\$	-
12003-0038	15 lbs.	Rose Table	17"Round x 17"H	\$244.00	\$342.00	\$	-
Bars & Bar Backs (Pg. 13)							
05012-0076	185 lbs.	VIP Frosted Plexi Glow Bar 6'	72"W x 24"D x 42"H	\$803.00	\$1,124.00	\$	-
05012-0075	130 lbs.	VIP Frosted Plexi Glow Bar 4'	48"W x 24"D x 42"H	\$677.00	\$948.00	\$	-
05012-0053	70 lbs.	Black Bar - 2 Shelf	48"W x 16"D x 42"H	\$370.00	\$518.00	\$	-
05012-0054	70 lbs.	White Bar - 2 Shelf	48"W x 16"D x 42"H	\$370.00	\$518.00	\$	-
12112-0010	60 lbs.	Blox Bar Back	30"W x 16"D x 86"H	\$462.00	\$647.00	\$	-
05001-0017	150 lbs.	Piazza Bar Back - Black	44"W x 12"D x 80"H	\$434.00	\$608.00	\$	-
05001-0018	150 lbs.	Piazza Bar Back - White	44"W x 12"D x 80"H	\$434.00	\$608.00	\$	-

Bar Stools (Pg. 14 & 15)							
05237-0264	15 lbs.	Vienna Stool - Gray	17"Square x 39"H	\$231.00	\$323.00	\$	-
05237-0263	15 lbs.	Vienna Stool - Orange	17"Square x 39"H	\$231.00	\$323.00	\$	-
05237-0262	15 lbs.	Vienna Stool - Teal	17"Square x 39"H	\$231.00	\$323.00	\$	-
05237-0038	15 lbs.	Criss Cross Bar Stool - Espresso	15"W x 19"D x 41"H	\$208.00	\$291.00	\$	-
05237-0039	15 lbs.	Criss Cross Bar Stool - White	15"W x 19"D x 41"H	\$208.00	\$291.00	\$	-
05237-0305	17 lbs.	Colin Stool	20"W x 19"D x 46"H	\$174.00	\$244.00	\$	-
99-05237-01	20 lbs.	Silk Back Bar Stool - Black	17"W x 18"D x 42"H	\$197.00	\$276.00	\$	-
99-05237-02	20 lbs.	Silk Back Bar Stool - White	17"W x 18"D x 42"H	\$197.00	\$276.00	\$	-
99-05237-06	20 lbs.	Silk Back Bar Stool - Blue	17"W x 18"D x 42"H	\$197.00	\$276.00	\$	-
99-05237-03	20 lbs.	Silk Back Bar Stool - Green	17"W x 18"D x 42"H	\$197.00	\$276.00	\$	-
99-05237-04	20 lbs.	Silk Back Bar Stool - Purple	17"W x 18"D x 42"H	\$197.00	\$276.00	\$	-
99-05237-05	20 lbs.	Silk Back Bar Stool - Red	17"W x 18"D x 42"H	\$197.00	\$276.00	\$	-
05237-0221	20 lbs.	Euro Bar Stool - Black	22"W x 24"D x 42"H	\$197.00	\$276.00	\$	-
05237-0270	40 lbs.	Hourglass Bar Stool - Black	18"W x 20"D x 43"H	\$215.00	\$301.00	\$	-
05237-0271	40 lbs.	Hourglass Bar Stool - White	18"W x 20"D x 43"H	\$215.00	\$301.00	\$	-
05237-0160	35 lbs.	Equino Bar Stool - Black	15"W x 13"D x 35"H	\$215.00	\$301.00	\$	-
05237-0041	35 lbs.	Equino Bar Stool - White	15"W x 13"D x 35"H	\$215.00	\$301.00	\$	-
05237-0298	16 lbs.	Clara Stool	17"W x 21"D x 41"H	\$208.00	\$291.00	\$	-
05237-0215	15 lbs.	Marcus Bar Stool - Gunmetal	18"Square x 29"H	\$157.00	\$220.00	\$	-
05237-0156	20 lbs.	Regal Stool - Brown Leather	19"W x 24"D x 45"H	\$215.00	\$301.00	\$	-
05237-0169	25 lbs.	Caprice Bar Stool - Black	25"W x 26"D x 44"H	\$215.00	\$301.00	\$	-
05237-0042	15 lbs.	Sonic Bar Stool - Black	22"W x 23"D x 42"H	\$174.00	\$244.00	\$	-
05237-0300	6 lbs.	Nexus Stool	19"W x 20"D x 44"H	\$180.00	\$252.00	\$	-
Café Chairs (Pg. 16 & 17)							
05035-0032	15 lbs.	Vienna Chair - Gray	21"Square x 32"H	\$146.00	\$204.00	\$	-
05035-0031	15 lbs.	Vienna Chair - Orange	21"Square x 32"H	\$146.00	\$204.00	\$	-
05035-0030	15 lbs.	Vienna Chair - Teal	21"Square x 32"H	\$146.00	\$204.00	\$	-
99-05035-10	20 lbs.	Silk Back Armless Chair - Black	17"W x 18"D x 34"H	\$123.00	\$172.00	\$	-
99-05035-11	20 lbs.	Silk Back Armless Chair - White	17"W x 18"D x 34"H	\$123.00	\$172.00	\$	-
99-05035-15	20 lbs.	Silk Back Armless Chair - Blue	17"W x 18"D x 34"H	\$123.00	\$172.00	\$	-
99-05035-12	20 lbs.	Silk Back Armless Chair - Green	17"W x 18"D x 34"H	\$123.00	\$172.00	\$	-
99-05035-13	20 lbs.	Silk Back Armless Chair - Purple	17"W x 18"D x 34"H	\$123.00	\$172.00	\$	-
99-05035-14	20 lbs.	Silk Back Armless Chair - Red	17"W x 18"D x 34"H	\$123.00	\$172.00	\$	-
05035-0008	10 lbs.	Leslie Chair - White	17"W x 21"D x 31"H	\$110.00	\$154.00	\$	-
05035-0010	15 lbs.	Criss Cross Chair - Espresso	17"W x 21"D x 35"H	\$139.00	\$195.00	\$	-
05035-0011	15 lbs.	Criss Cross Chair - White	17"W x 21"D x 35"H	\$139.00	\$195.00	\$	-
05035-0023	24 lbs.	Elio Chair	17"Square x 33"H	\$123.00	\$172.00	\$	-
05221-0039	20 lbs.	Regal Dining Chair - Brown	19"W x 23"D x 38"H	\$174.00	\$244.00	\$	-
05035-0050	5 lbs.	Nexus Chair	19"W x 22"D x 32"H	\$146.00	\$204.00	\$	-
05035-0051	11 lbs.	Clara Chair	18"W x 21"D x 35"H	\$139.00	\$195.00	\$	-
05035-0052	12 lbs.	Colin Chair	22"W x 19"D x 33"H	\$123.00	\$172.00	\$	-
Bar Tables (Pg. 17, 18 & 19)							
99-05245-01	34 lbs.	Euro Bar Table Black/Black 30" Round	30"Round x 42"H	\$220.00	\$308.00	\$	-
99-05245-02	41 lbs.	Euro Bar Table Black/Black 36" Round	36"Round x 42"H	\$226.00	\$316.00	\$	-
99-05245-04	30 lbs.	Silk Bar Table Black/Chrome 30" Round	30"Round x 42"H	\$220.00	\$308.00	\$	-
99-05245-05	37 lbs.	Silk Bar Table Black/Chrome 36" Round	36"Round x 42"H	\$226.00	\$316.00	\$	-
99-05245-14	34 lbs.	City Bar Table Maple/Black 30" Round	30"Round x 42"H	\$220.00	\$308.00	\$	-
99-05245-15	41 lbs.	City Bar Table Maple/Black 36" Round	36"Round x 42"H	\$226.00	\$316.00	\$	-
99-05245-07	30 lbs.	Park Ave Bar Table Maple/Chrome 30" Round	30"Round x 42"H	\$220.00	\$308.00	\$	-
99-05245-08	37 lbs.	Park Ave Bar Table Maple/Chrome 36" Round	36"Round x 42"H	\$226.00	\$316.00	\$	-
99-05245-16	34 lbs.	Summit Bar Table White/Black 30" Round	30"Round x 42"H	\$220.00	\$308.00	\$	-
99-05245-17	41 lbs.	Summit Bar Table White/Black 36" Round	36"Round x 42"H	\$226.00	\$316.00	\$	-
99-05245-10	30 lbs.	Blanco Bar Table White/Chrome 30" Round	30"Round x 42"H	\$220.00	\$308.00	\$	-
99-05245-11	37 lbs.	Blanco Bar Table White/Chrome 36" Round	36"Round x 42"H	\$226.00	\$316.00	\$	-
99-05245-22	43 lbs.	Fuze Bar Table	36"Square x 42"H	\$249.00	\$349.00	\$	-
99-05245-12	28 lbs.	Blanco Bar Table - White/Chrome 24"Square	24"Square x 42"H	\$220.00	\$308.00	\$	-
99-05245-13	69 lbs.	Blanco Rectangle Bar Table - White/Chrome	72"W x 24"D x 42"H	\$341.00	\$477.00	\$	-
99-05245-20	28 lbs.	Spectrum Bar Table Red	24"Square x 42"H	\$238.00	\$333.00	\$	-
99-05245-21	28 lbs.	Spectrum Bar Table Blue	24"Square x 42"H	\$238.00	\$333.00	\$	-
99-05245-18	28 lbs.	Spectrum Bar Table Purple	24"Square x 42"H	\$238.00	\$333.00	\$	-
99-05245-19	28 lbs.	Spectrum Bar Table Green	24"Square x 42"H	\$238.00	\$333.00	\$	-
05204-0001	75 lbs.	Aspen Bar Table	72"W x 26"D x 42"H	\$613.00	\$858.00	\$	-
Café Tables (Pg. 19 & 20)							
99-05036-01	30 lbs.	Euro Café Table Black/Black 30" Round	30"Round x 30"H	\$220.00	\$308.00	\$	-
99-05036-02	37 lbs.	Euro Café Table Black/Black 36" Round	36"Round x 30"H	\$226.00	\$316.00	\$	-
99-05036-04	27 lbs.	Silk Café Table Black/Chrome 30" Round	30"Round x 30"H	\$220.00	\$308.00	\$	-
99-05036-05	34 lbs.	Silk Café Table Black/Chrome 36" Round	36"Round x 30"H	\$226.00	\$316.00	\$	-
99-05036-07	27 lbs.	Park Ave Café Table Maple/Chrome 30" Round	30"Round x 30"H	\$220.00	\$308.00	\$	-
99-05036-08	34 lbs.	Park Ave Café Table Maple/Chrome 36" Round	36"Round x 30"H	\$226.00	\$316.00	\$	-
99-05036-14	30 lbs.	City Café Table Maple/Black 30" Round	30"Round x 30"H	\$220.00	\$308.00	\$	-
99-05036-15	37 lbs.	City Café Table Maple/Black 36" Round	36"Round x 30"H	\$226.00	\$316.00	\$	-
99-05036-16	30 lbs.	Summit Café Table White/Black 30" Round	30"Round x 30"H	\$220.00	\$308.00	\$	-
99-05036-17	37 lbs.	Summit Café Table White/Black 36" Round	36"Round x 30"H	\$226.00	\$316.00	\$	-
99-05036-10	27 lbs.	Blanco Café Table White/Chrome 30" Round	30"Round x 30"H	\$220.00	\$308.00	\$	-
99-05036-11	34 lbs.	Blanco Café Table White/Chrome 36" Round	36"Round x 30"H	\$226.00	\$316.00	\$	-
99-05036-22	40 lbs.	Fuze Café Table	36"Square x 30	\$249.00	\$349.00	\$	-
99-05036-12	25 lbs.	Blanco Café Table White/Chrome 24"Square	24"Square x 30"H	\$220.00	\$308.00	\$	-
99-05036-13	63 lbs.	Blanco Café Table White/Chrome Rectangle	72"W x 24"D x 30"H	\$341.00	\$477.00	\$	-
99-05036-20	25 lbs.	Spectrum Café Table Red	24"Square x 29"H	\$238.00	\$333.00	\$	-

99-05036-21	25 lbs.	Spectrum Café Table Blue	24"Square x 29"H	\$238.00	\$333.00	\$	-
99-05036-18	25 lbs.	Spectrum Café Table Purple	24"Square x 29"H	\$238.00	\$333.00	\$	-
99-05036-19	25 lbs.	Spectrum Café Table Green	24"Square x 29"H	\$238.00	\$333.00	\$	-
05090-0001	90 lbs.	Aspen Dining Table	72"W x 30"D x 30"H	\$526.00	\$736.00	\$	-
05088-0505	200 lbs.	Brio Dining Table	96"W x 48"D x 30"H	\$706.00	\$988.00	\$	-
Office Seating (Pg. 21)							
14136-0002	38 lbs.	Tamiri Black Leather High Back Chair	25"W x 27"D x 45"H	\$278.00	\$389.00	\$	-
14176-0007	37 lbs.	Tamiri Black Leather Mid Back Chair	27"Square x 39"H	\$244.00	\$342.00	\$	-
14128-0002	41 lbs.	Tamiri Black Leather Guest Chair	25"W x 26"D x 37"H	\$226.00	\$316.00	\$	-
14136-0081	40 lbs.	Accord Black Leather High Back	25"Square x 44"H	\$347.00	\$486.00	\$	-
14136-0010	40 lbs.	Accord White Leather High Back	25"Square x 44"H	\$347.00	\$486.00	\$	-
14250-0013	36 lbs.	Goal Black Task Chair With Arms	25"Square x 39"H	\$185.00	\$259.00	\$	-
14250-0014	38 lbs.	Goal Black Task Chair Armless	21"W x 25"D x 39"H	\$169.00	\$237.00	\$	-
14136-0080	40 lbs.	Enterprise High Back Black Fabric Conference Chair	25"W x 27"D x 45"H	\$244.00	\$342.00	\$	-
14176-0046	35 lbs.	Enterprise Mid Back Black Fabric Conference Chair	24"W x 26"D x 39"H	\$226.00	\$316.00	\$	-
14128-0096	30 lbs.	Enterprise Guest Black Fabric Conference Chair	25"W x 27"D x 37"H	\$208.00	\$291.00	\$	-
14307-0003	36 lbs.	Goal Black Drafting Stool - Arms	25"W x 24"D x 48"H	\$197.00	\$276.00	\$	-
14307-0004	30 lbs.	Goal Black Drafting Stool - Armless	21"W x 24"D x 48"H	\$185.00	\$259.00	\$	-
Conference Tables (Pg. 21)							
14062-0105	97 lbs.	42" Round Conference Table - Black	42" Round x 29"H	\$307.00	\$430.00	\$	-
14062-0106	97 lbs.	42" Round Conference Table - Mahogany	42" Round x 29"H	\$307.00	\$430.00	\$	-
14062-0224	175 lbs.	Conference Rectangle Table 6' - Black	72"W x 36"D x 30"H	\$521.00	\$729.00	\$	-
14062-0220	175 lbs.	Conference Rectangle Table 6' - Mahogany	72"W x 36"D x 30"H	\$521.00	\$729.00	\$	-
14062-0281	175 lbs.	Conference Rectangle Table 6' - White	72"W x 36"D x 30"H	\$549.00	\$769.00	\$	-
14062-0225	220 lbs.	Conference Rectangle Table 8' - Black	96"W x 48"D x 30"H	\$561.00	\$785.00	\$	-
14062-0226	220 lbs.	Conference Rectangle Table 8' - Mahogany	96"W x 48"D x 30"H	\$561.00	\$785.00	\$	-
14062-0282	220 lbs.	Conference Rectangle Table 8' - White	96"W x 48"D x 30"H	\$590.00	\$826.00	\$	-
Office Furniture (Pg. 22 & 23)							
14309-0001	125 lbs.	Computer Kiosk - Black	24"Square x 42"H	\$451.00	\$631.00	\$	-
14179-0005	125 lbs.	Computer Kiosk - White	24"Square x 42"H	\$451.00	\$631.00	\$	-
14029-0098	56 lbs.	5 Shelf Bookcase - Black	36"W x 12"D x 72"H	\$434.00	\$608.00	\$	-
14029-0091	55 lbs.	5 Shelf Bookcase - Mahogany	36"W x 12"D x 72"H	\$434.00	\$608.00	\$	-
14072-0108	225 lbs.	Black Credenza	60"W x 20"D x 29"H	\$405.00	\$567.00	\$	-
14083-0105	290 lbs.	Black Double Pedestal Desk	60"W x 30"D x 29"H	\$462.00	\$647.00	\$	-
14072-0038	225 lbs.	Genoa Storage Credenza - Mahogany - 2 Drawer	66"W x 20"D x 29"H	\$405.00	\$567.00	\$	-
14072-0039	200 lbs.	Genoa Kneespace Storage Credenza - Mahogany	66"W x 20"D x 29"H	\$405.00	\$567.00	\$	-
14083-0117	290 lbs.	Genoa Exec. Desk - Mahogany - Double Pedestal	72"W x 36"D x 29"H	\$480.00	\$672.00	\$	-
05088-0365	70 lbs.	Vivid Café - Square Table Glass	42"Square x 30"H	\$377.00	\$528.00	\$	-
05088-0364	90 lbs.	Vivid Café - Rectangle Table Glass	60"W x 36"D x 30"H	\$434.00	\$608.00	\$	-
05088-0498	77 lbs.	Brooklyn II Rect Dining Table	60"W x 36"D x 30"H	\$451.00	\$631.00	\$	-
05088-0499	59 lbs.	Brooklyn II Round Dining Table	42" Round x 30"H	\$354.00	\$496.00	\$	-
05090-0001	90 lbs.	Aspen Dining Table	72"W x 30"D x 30"H	\$526.00	\$736.00	\$	-
05088-0505	200 lbs.	Brio Dining Table	96"W x 48"D x 30"H	\$706.00	\$988.00	\$	-
Pedestals (Pg. 24)							
12091-0023	50 lbs.	Display Pedestal 14" x 42" Black	14"Square x 42"H	\$301.00	\$421.00	\$	-
12091-0004	120 lbs.	Display Pedestal 24" x 42" Black	24"Square x 42"H	\$365.00	\$511.00	\$	-
12091-0002	55 lbs.	Display Pedestal 18" x 42" Black	18"Square x 42"H	\$336.00	\$470.00	\$	-
12091-0030	50 lbs.	Display Pedestal 14" x 42" White	14"Square x 42"H	\$301.00	\$421.00	\$	-
12091-0024	45 lbs.	Display Pedestal 14" x 36" Black	14"Square x 36"H	\$255.00	\$357.00	\$	-
12091-0034	75 lbs.	Display Pedestal 24" x 36" Black	24"Square x 36"H	\$365.00	\$511.00	\$	-
12091-0031	45 lbs.	Display Pedestal 14" x 36" White	14"Square x 36"H	\$255.00	\$357.00	\$	-
12091-0033	75 lbs.	Display Pedestal 24" x 36" White	24"Square x 36"H	\$365.00	\$511.00	\$	-
12091-0025	40 lbs.	Display Pedestal 14" x 30" Black	14"Square x 30"H	\$238.00	\$333.00	\$	-
12091-0003	80 lbs.	Display Pedestal 24" x 30" Black	24"Square x 30"H	\$347.00	\$486.00	\$	-
12091-0001	45 lbs.	Display Pedestal 18" x 30" Black	18"Square x 30"H	\$244.00	\$342.00	\$	-
12091-0032	40 lbs.	Display Pedestal 14" x 30" White	14"Square x 30"H	\$238.00	\$333.00	\$	-
14309-0001	125 lbs.	Locking Pedestal Black	24"Square x 42"H	\$451.00	\$631.00	\$	-
14179-0005	125 lbs.	Locking Pedestal White	24"Square x 42"H	\$451.00	\$631.00	\$	-
12091-0055	24 lbs.	Fuze Pedestal	16"Square x 44"H	\$249.00	\$349.00	\$	-
12091-0043	24 lbs.	London Pedestal	16"Square x 44"H	\$249.00	\$349.00	\$	-



TEXAS XPO DO NOT MAIL ORDER FORM - Email / Fax Form ONLY
TEXAS EXPOSITION SERVICES

Please make payments payable to: AEX Convention Services / Texas XPO
 3089 English Creek Avenue
 Egg Harbor Township, NJ 08234

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

Company Name	-			
Street Address				
City				
State				
Zip Code				
Name / Date of Show		Signature		
Booth Number	-	Date		
Contact Name		Email Address		
Contact Cell		Fax #		
Special Instructions:				

FURNITURE RENTAL ORDER FORM



FURNITURE

Item #	Description	Discount	Standard	Qty.	Total
F10	Malaga Side Chair	\$ 85.25	\$119.25	_____	\$ _____
F20	Bradford Padded Side Chair	\$104.00	\$145.50	_____	\$ _____
F30	Bradford Padded Arm Chair	\$128.00	\$179.25	_____	\$ _____
F40	Bradford Padded Counter Stool	\$147.75	\$206.75	_____	\$ _____
F60	Vaspoli Cocktail Table 30"H	\$179.00	\$250.50	_____	\$ _____
F70	Vaspoli Cocktail Table 42"H	\$210.25	\$294.25	_____	\$ _____



(actual products may vary)

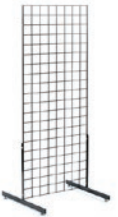
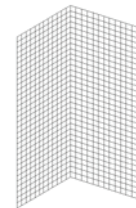
ACCESSORIES

Item #	Description	Discount	Standard	Qty.	Total
F80	Literature Rack	\$162.00	\$226.75	_____	\$ _____
F100	Wastebasket	\$ 26.75	\$ 37.50	_____	\$ _____
F110	Easel	\$ 36.50	\$ 51.00	_____	\$ _____
F120	Chrome Sign Frame (22"W x 28"H)	\$132.50	\$185.50	_____	\$ _____
F130	Waterfall Bag Rack	\$147.75	\$206.75	_____	\$ _____
F150	Chrome Bag Holder	\$155.50	\$217.75	_____	\$ _____
F160	Chrome Clothes Tree	\$155.50	\$217.75	_____	\$ _____
F191	6' Garment Rack w/Wheels	\$ 89.50	\$125.25	_____	\$ _____

GRID WALL

Each Panel is 2' x 8' with a 3" x 3" grid.
At least two panels are needed to be free standing without the use of feet.

Item #	Description	Discount	Standard	Qty.	Total
F550	2' x 8' Grid Wall	\$159.50	\$223.25	_____	\$ _____
F5501	Pair of feet	\$ 62.25	\$ 87.25	_____	\$ _____



TACK BOARD

Item #	Description	Discount	Standard	Qty.	Total
F640	Style A - 4' w x 8' h Panel	\$274.25	\$384.00	_____	\$ _____
F660	Style B - 8' w x 4' h Panel	\$274.25	\$384.00	_____	\$ _____



Vertical to Floor

Style B
Horizontal Off Floor
(30" Off the Floor)

Company Name: _____ Booth#: _____ Order Total: _____

YES, I have completed and enclosed the Credit Card Authorization and Agreement Form and I understand that all orders are subject to State Sales Tax 10.250%.

22-IL0602-T

Show Name: Coffee Fest Chicago 2022

Show Dates: June 24-25, 2022

Show Venue: Navy Pier

Deadline to Receive Discount Pricing: Thursday, June 9, 2022



TEXAS XPO
TEXAS EXPOSITION SERVICES

TABLE RENTAL ORDER FORM



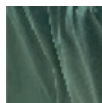
Blue



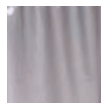
Burgundy



Black



Green



Gray



Purple



Red



Teal



White



Yellow

(actual colors may vary)

DISPLAY TABLES (Price includes top covered with white vinyl and 3 sides skirted)

Description	Discount	Standard	Qty.	Total
4' L x 24" W x 30" H	\$165.75	\$232.00	_____	\$ _____
4' L x 24" W x 42" H	\$214.50	\$300.25	_____	\$ _____
6' L x 24" W x 30" H	\$188.50	\$264.00	_____	\$ _____
6' L x 24" W x 42" H	\$244.50	\$342.25	_____	\$ _____
8' L x 24" W x 30" H	\$228.00	\$319.25	_____	\$ _____
8' L x 24" W x 42" H	\$277.75	\$388.75	_____	\$ _____
4th Side Skirt 30"	\$ 56.00	\$ 78.50	_____	\$ _____
4th Side Skirt 42"	\$ 62.50	\$ 87.50	_____	\$ _____

Please select skirt color:

Blue Purple
 Burgundy Red
 Black Teal
 Green White
 Gray Yellow
 Un-skirted

Undraped Tables - 25% off of skirted rate.

TABLETOP RISERS - 12" w x 8" h (Covered in white vinyl)

Description	Discount	Standard	Qty.	Total
4' Long, Single Step Riser	\$ 70.75	\$ 99.00	_____	\$ _____
6' Long, Single Step Riser	\$106.50	\$149.00	_____	\$ _____

MASKING DRAPE (Drape rates are per linear foot)

Description	Discount	Standard	Qty.	Total
Side Rail Drape 3'	\$ 26.00	\$ 36.50	_____	\$ _____
8' Background Drape	\$ 29.75	\$ 41.75	_____	\$ _____

Please select drape color:

Blue Purple
 Burgundy Red
 Black Teal
 Green White
 Gray Yellow

Company Name: _____ Booth#: _____ Order Total: _____

YES, I have completed and enclosed the Credit Card Authorization and Agreement Form and I understand that all orders are subject to State Sales Tax 10.250%.

22-IL0602-T

The Dye - 10' Pop Up

\$1,926.50

10' Pop Up Design Includes:

- (1) 100 sq. ft. Standard Carpet
- (1) Velcro Header 10' x 12"

Additional Options Available:

Lighting, Back Wall Graphics, and Carpet Padding



The Thompson 3 - Meter Hardwall

\$3,430.75

Classic 3 Meter Hardwall Includes:

- (1) 100 sq. ft. Standard Carpet
- (1) Header Graphic

Additional Options Available:

Lighting, Back Wall Graphics, and Carpet Padding

The Hoffman - 6 Meter Hardwall

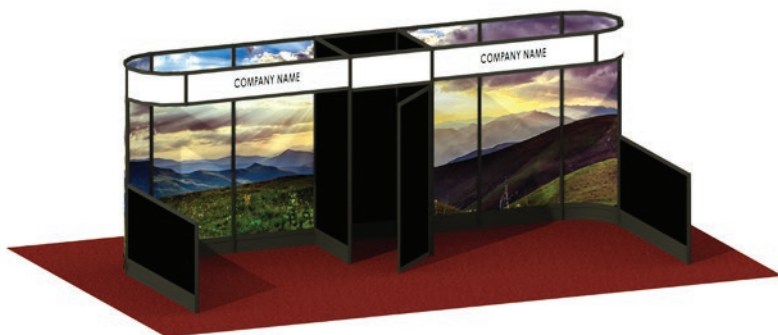
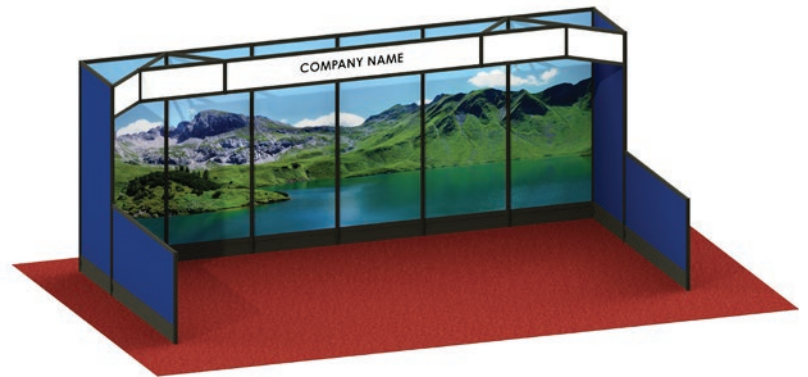
\$5,792.50

6 Meter Hardwall Design Includes:

- (1) 200 sq. ft. Standard Carpet
- (1) Header Graphic

Additional Options Available:

Lighting, Back Wall Graphics, and Carpet Padding



The Rowan - 6 Meter Hardwall

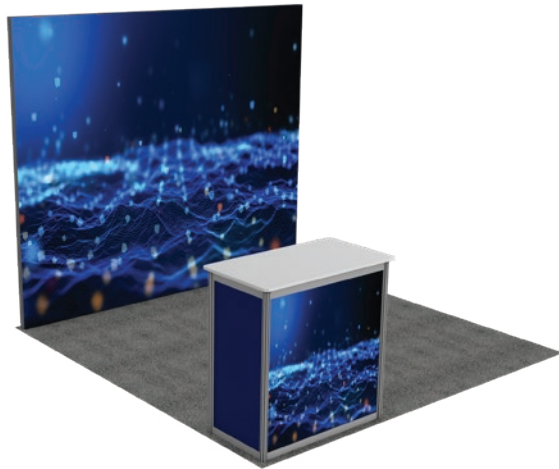
\$6,768.75

6 Meter Hardwall Design Includes:

- (1) 200 sq. ft. Standard Carpet
- (2) Header Graphics

Additional Options Available:

Lighting, Back Wall Graphics, Shelving and Carpet Padding



The Wilhelm - 3 Meter Display

\$3,488.00

3 Meter Fabric Design Includes:

- (1) 100 sq. ft. Standard Carpet
- (1) 3 Meter Printed Fabric Backwall
- (1) 1 Meter Cabinet

Additional Options Available:

Cabinet Graphics and Carpet Padding

The Perrino - 3 Meter Hard Wall & Closet

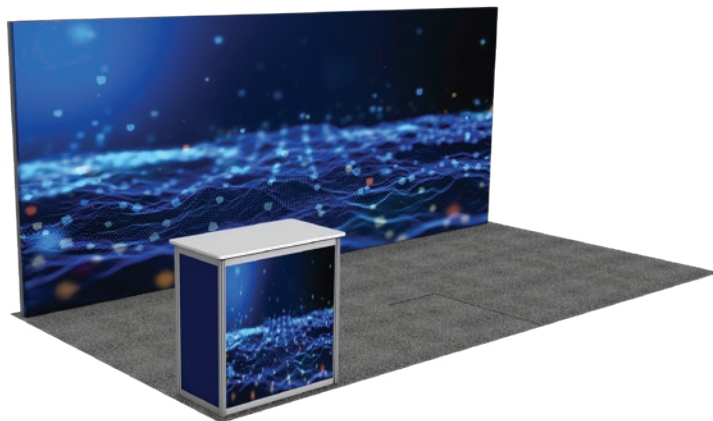
\$6,264.00

3 Meter Hardwall with Closet Includes:

- (1) 100 sq. ft. Standard Carpet
- (1) 3 Printed Panels
- (1) 1 Meter Cabinet

Additional Options Available:

Lighting, Monitor, Shelving, Graphics for Cabinet



The Alexandez - 6 Meter Display

\$5,966.00

6 Meter Fabric Display Includes:

- (1) 200 sq. ft. Standard Carpet
- (1) 6 Meter Printed Fabric Backwall
- (1) 1 Meter Cabinet

Additional Options Available:

Lighting, Graphics for Cabinet, and Carpet Padding

The Shilo - 6 Meter Hardwall Display

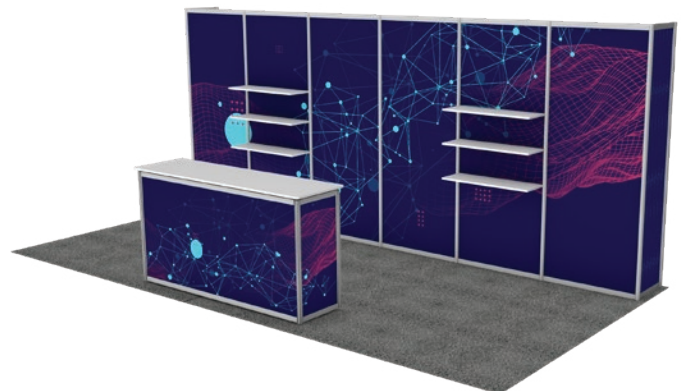
\$6,894.00

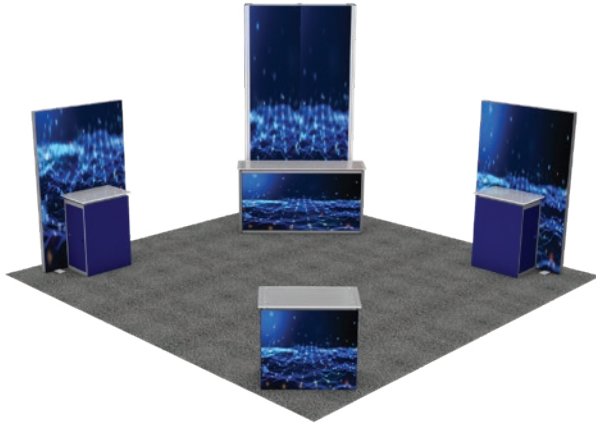
6 Meter Fabric Display Includes:

- (1) 200 sq. ft. Standard Carpet
- (6) Printed Backwall Panels
- (6) Shelves
- (1) Meter Cabinet

Additional Options Available:

Lighting, Graphics for Cabinet, and Carpet Padding





The Cantrell - 20' x 20' Open Concept Display
\$12,923.00

20' x 20' Fabric Open Concept Includes:

- (1) 400 sq. ft. Standard Carpet
- (3) 1 Meter Work Stations
- (6) Printed Fabric for All Walls

Additional Options Available:

Monitors, Lighting, Graphics for Cabinets, and Carpet Padding

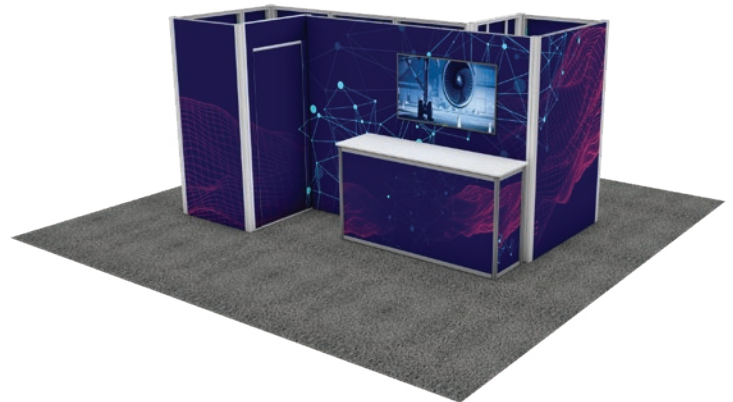
The Lockwood - 20' x 20' Z Shaped Display
\$14,976.00

20' x 20' Fabric Open Concept Includes:

- (1) 400 sq. ft. Standard Carpet
- (2) 2 Meter Work Stations
- Printed Fabrics for Walls
- Closet

Additional Options Available:

Monitors, Lighting, Graphics for Work Stations, and Carpet Padding



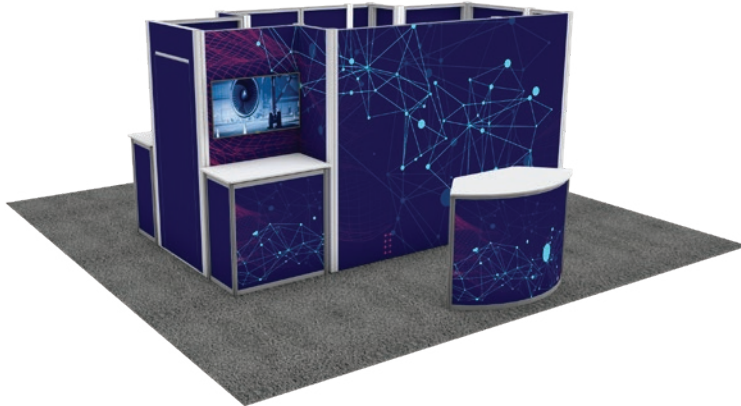
The Morton - 20' x 20' Fabric Display
\$15,880.00

20' x 20' Fabric Display Includes:

- (1) 400 sq ft Standard Carpet
- (3) 1 Meter Standard Work Stations
- (1) 1 Meter Curved Podium
- Printed Fabric for Walls

Additional Options Available:

Monitors, Lighting, Graphics for Work Stations, and Carpet Padding



• Additional Lights	Qty. _____	Light	@ \$144.00 each	=	\$ _____
• Additional Hardware Shelves	Qty. _____	Shelves	@ \$ 71.50 each	=	\$ _____
• Slatwall Per Panel	Qty. _____	Slatwall	@ \$235.25 each	=	\$ _____
• Units 3, 5, 6, & 7 are provided in white hard wall unless colored or Velcro compatible panels are ordered.					
<input type="radio"/> Red	<input type="radio"/> Blue	<input type="radio"/> Black	<input type="radio"/> Gray	Qty. _____	Colored panels @ \$ 25.00 each = \$ _____
				Qty. _____	Velcro panels @ \$ 56.00 each = \$ _____

- Additional charges for custom graphic panels, please call for pricing.
- If you require a Custom Exhibit Design not shown above, please call (281) 800-1600.
- Electric service IS NOT included. Please make arrangements in advance with exhibit facility.
- **Add 30% if ordered after discount deadline**

Company Name: _____ Booth#: _____ Order Total: _____

YES, I have completed and enclosed the Credit Card Authorization and Agreement Form and I understand that all orders are subject to State Sales Tax 10.250%.

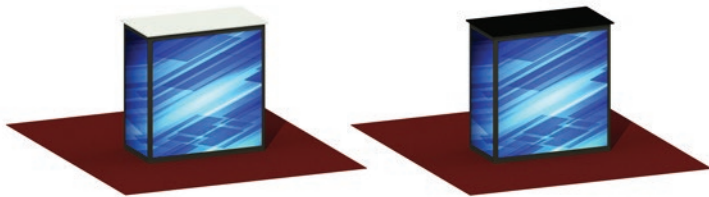
22-IL0602-T

Giving You More Options

Order Your Custom Counter

Add Graphics for Additional Branding

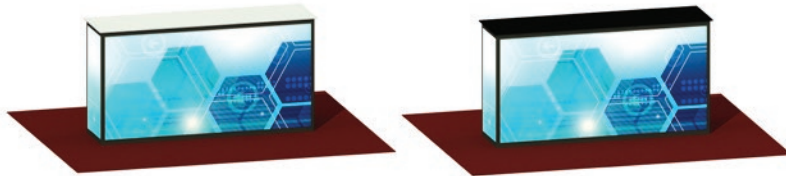
Square Counters



Curved Counters



Rectangle Counters



COUNTER OPTIONS

Description	Counter Size	Discount	Standard	Color Option	Quantity
Curved Counter	45"L x 42"H x 22"D	\$878.00	\$1,229.25	<input type="checkbox"/> White <input type="checkbox"/> Black	_____
Square Counter	41"L x 42"H x 23"D	\$727.00	\$1,017.75	<input type="checkbox"/> White <input type="checkbox"/> Black	_____
Rectangle Counter	80"L x 42"H x 23"D	\$958.75	\$1,342.25	<input type="checkbox"/> White <input type="checkbox"/> Black	_____

CUSTOM GRAPHICS

Description	Graphic Size	Discount	Standard	Quantity
Curved Counter	60 3/4" x 39"	\$296.25	\$385.25	_____
Square Counter	38 1/4" x 39"	\$265.00	\$344.50	_____
Rectangle Counter	77 1/2" x 39"	\$537.50	\$698.75	_____

To receive the discount rate, order form, payment authorization and artwork (if applicable) must be received by the discount deadline. Orders received after discount deadline may not be available. Cancellations will not be accepted once your graphic artwork has been approved for production.

SUBTOTAL CUSTOM COUNTER ORDER: \$ _____

YES, I have completed and enclosed the Credit Card Authorization and Agreement Form and I understand that all orders are subject to State Sales Tax 10.250%.

Company Name: _____ Booth#: _____

Invest in Your Company's Success!

Order your Custom Hanging Sign Today

- More Visibility on the Show Floor
- Great Branding
- Draw More Attention to Your Booth Location

Circular Design



Size	Discount Rate	Standard Rate
10' x 36"	\$2,764.50	\$ 3,870.25
10' x 48"	\$3,688.00	\$ 5,163.25
15' x 36"	\$3,992.25	\$ 5,589.25
15' x 48"	\$5,462.50	\$ 7,647.50
20' x 48"	\$7,272.50	\$10,181.50

Square Design



Size	Discount Rate	Standard Rate
10' x 36"	\$3,506.00	\$4,908.50
10' x 48"	\$4,679.00	\$6,550.50
15' x 36"	\$5,190.00	\$7,266.00
15' x 48"	\$6,828.75	\$9,560.25
20' x 48"	\$8,988.00	\$12,583.25

Wave Design



Size	Discount Rate	Standard Rate
10' x 48"	\$2,214.25	\$3,100.00
15' x 48"	\$3,472.50	\$4,861.50
20' x 48"	\$4,742.00	\$6,638.75

Triangular Design



Size	Discount Rate	Standard Rate
10' x 48"	\$3,520.25	\$4,928.25
15' x 48"	\$5,280.75	\$7,393.00
20' x 48"	\$7,192.00	\$10,068.75

CUSTOM SIGNS INCLUDE:

- Rental Frame
- Basic Harness
- Printed Fabric Pillow Case (Dye Sublimation)
- Blockout Liner
- Carrying Case
- Delivery to Show Site

ASSEMBLY AND HANGING ARE NOT INCLUDED

To receive the discount rate, order form, payment authorization and artwork must be received by the discount deadline. Cancellations will not be accepted once your graphic artwork has been approved for production. Additional shapes/sizes are available.

SUBTOTAL CUSTOM HANGING SIGN ORDER: \$ _____

YES, I have completed and enclosed the Credit Card Authorization and Agreement Form and I understand that all orders are subject to State Sales Tax 10.250%.

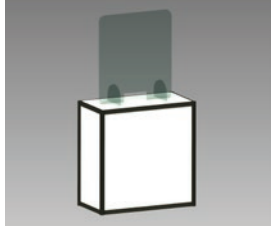
Company Name: _____ Booth#: _____

22-IL0602-T

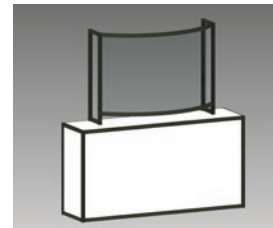
PLEXI SHIELDS & DIVIDER WALLS



1A



1B



1C

PLEXI SHIELDS

Description

1A: 36" Self-Standing Standard Plexi Shield

1B: 44" Plexi Shield (counter not included)

1C: 56" Curved Plexi Shield (counter not included)

Discount	Standard	Qty.	Total
\$320.25	\$372.75	_____	\$ _____
\$399.00	\$462.00	_____	\$ _____
\$504.00	\$582.75	_____	\$ _____

COMPLETE THE PACKAGE!

Description

1B: Plexi Shield + Counter

1C: Curved Plexi Shield + Counter

Discount	Standard	Qty.	Total
\$630.00	\$719.25	_____	\$ _____
\$735.00	\$845.25	_____	\$ _____

Interested in adding custom graphics to your counter? Please see our options on Counter Options Page.



D1



D2



D3



D4

WALLS AND DIVIDERS

Description

D1: Large Divider Wall (79"x96")

D2: Plexi/Solid Wall Divider (39"x96")

D3: Solid Wall Divider (39"x96")

D4: Rolling/Clear Plexi Wall (39"x96")

Discount	Standard	Qty.	Total
\$498.75	\$577.50	_____	\$ _____
\$341.25	\$393.75	_____	\$ _____
\$288.75	\$341.25	_____	\$ _____
\$630.00	\$787.50	_____	\$ _____



(Actual model may vary)

SANITIZER KIOSK

Description

Sanitizer Kiosk (Graphics Included)

Discount	Standard	Qty.	Total
\$393.75	\$446.25	_____	\$ _____

Have something different in mind? Contact our Customer Service Team for information and pricing on custom fabrication.

Company Name: _____ Booth#: _____ Order Total: _____

YES, I have completed and enclosed the Credit Card Authorization and Agreement Form and I understand that all orders are subject to State Sales Tax 10.250%.

22-IL0602-T

Show Name: Coffee Fest Chicago 2022

Show Dates: June 24-25, 2022

Show Venue: Navy Pier

Deadline to Receive Discount Pricing: Thursday, June 9, 2022



CARPET RENTAL ORDER FORM



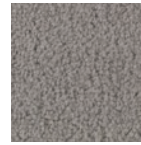
Blue



Black



Burgundy



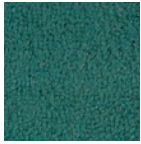
Gray



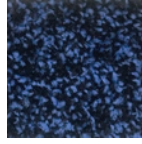
Green



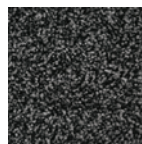
Red



Teal



Bluejay



Tuxedo

(actual colors may vary)

STANDARD BOOTH CARPET (Standard booth carpet is not available for Island Booths. Please see the Cut & Lay Carpet below.)

Description	Discount	Standard	Total
10' x 10'	\$ 317.25	\$ 444.25	\$ _____
10' x 20'	\$ 634.50	\$ 888.50	\$ _____
10' x 30'	\$ 951.75	\$1,332.75	\$ _____
10' x 40'	\$1,269.00	\$1,777.00	\$ _____

Please select standard or cut & lay carpet color:

- Blue
- Black
- Burgundy
- Gray
- Tuxedo
- Green
- Red
- Teal
- Blue Lagoon

For islands and booths larger than 10' x 40', standard booth carpet is not an available option. If complete exhibit area carpet is desired, see Cut & Lay and Plush Carpet offerings below.

CUT & LAY CARPET (100 sq. ft. minimum)

Description	Discount	Standard	Total
_____ sq. ft.	\$5.00	\$7.00	\$ _____



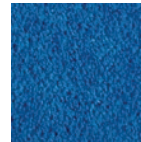
White



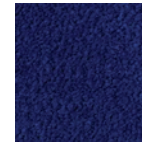
Ivory



Beige



Big Blue Top



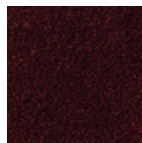
Royal Blue



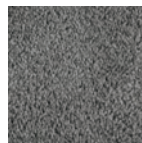
Navy Blue



Red



Burgundy



Charcoal



Pewter Gray



Black



Emerald Green

(actual colors may vary)

PLUSH CARPET (200 sq. ft. minimum. Plush Carpet Order must be received at least four weeks prior to the show.)

Description	Discount	Standard	Total
_____ sq. ft.	\$7.25	\$10.25	\$ _____

Please select plush carpet color:

- White
- Beige
- Royal Blue
- Red
- Charcoal
- Black
- Ivory
- Big Top Blue
- Navy Blue
- Burgundy
- Pewter Gray
- Emerald Green

PADDING & COVERING (per 10'x10' Space)

Sq Ft.	Description	Discount	Standard	Total
_____	Padding	\$.80 sq ft	\$1.12 sq ft	\$ _____
_____	Double Padding	\$1.60 sq ft	\$2.24 sq ft	\$ _____
_____	Plastic Covering	\$.45 sq ft	\$.63 sq ft	\$ _____

Please call if you don't see your color.

Company Name: _____ Booth#: _____ Order Total: _____

YES, I have completed and enclosed the Credit Card Authorization and Agreement Form and I understand that all orders are subject to State Sales Tax 10.250%.

22-IL0602-T

The contractor is the exclusive provider of Material Handling.

Material Handling includes Unloading your exhibit material, Storing up to 30 days at the advance warehouse, Delivering to your booth, the Handling of empty containers to and from storage, and Removing of material from the booth for reloading onto your outbound carrier at the close of the show. You can either ship your materials in advance to the advance warehouse or ship directly to show site during designated move-in times. Material Handling is not to be confused with the cost of shipping/transporting your exhibit materials to and from the event.

Shipping to the ADVANCE WAREHOUSE?

- We will accept freight beginning 30 days prior to show move-in.
- To ensure timely arrival of your materials at show site, freight should arrive by the deadline date listed on the Quick Facts. Your freight will still be received after the deadline, however additional charges will be incurred.
- The Warehouse will receive shipments Monday-Friday, except Holidays. Refer to the Quick Facts for warehouse hours.
- The Warehouse will accept crates, cartons, skids, trunks, cases and carpet/pads. Loose or pad wrapped materials must be sent directly to show site.
- All shipments must have a bill of lading or delivery slip with the number of pieces, type of merchandise and weight.
- Shipments received without receipts or freight bills, such as UPS and Fed Ex will be delivered to the booth without guarantee of piece count or condition.
- Certified weight tickets must accompany all shipments.
- Advance/Warehouse freight will be delivered to the booth prior to exhibitor set-up.

Shipping DIRECT TO SHOW SITE?

- Freight will be accepted during designated exhibitor move-in times. Refer to the Quick Facts for the specific delivery date/time window.
- All shipments must have a bill of lading or delivery slip indicating the number of pieces, type of merchandise and weight.
- Shipments received without receipts or freight bills, such as UPS and Fed Ex, will be delivered to the booth without guarantee of piece count or condition.
- Certified weight tickets must accompany all shipments.
- Direct to show site shipments are not guaranteed to be in your booth prior to exhibitor move-in.

How should I LABEL MY FREIGHT?

- PLEASE USE THE PROVIDED SHIPPING LABELS.
- The label should contain the Exhibiting Company Name, Booth #, Name of the event, C/O AEX Services / Texas XPO and Facility Address.
- The specific shipping address for either the advance warehouse or direct to show site address is located on the Quick Facts and on the provided Shipping Labels.

How Do I ESTIMATE MY MATERIAL HANDLING CHARGES?

- Charges will be based on the weight of your shipment. Each shipment received is billed individually and is subject to the applicable show weight minimum. The shipment weight will be rounded to the next 100 pounds. Each 100 pounds is to be considered one "cwt" (one hundred weight).
- Note: All Shipments are subject to reweigh.
- On the Material Handling Order Form, be sure to select if your freight will arrive at the ADVANCE WAREHOUSE or DIRECT TO SHOW SITE.
- On the Material Handling Order Form, select the rate for the category that best describes your shipment. See types of freight shipment.



What are the FREIGHT CATEGORIES?

CRATED: Material that is skidded or is in any type of shipping container that can be unloaded at the dock with no additional handling required.

UNCRATED: Material that is shipped loose or pad wrapped, and/or unskidded machinery without proper lifting points.

SPECIAL HANDLING: Material delivered by the carrier in such a manner that it requires additional handling, such as designated piece unloading, loads mixed with pad wrapped materials, ground unloading, stacked and constricted space unloading, loads failing to maintain shipping integrity, and shipments that require additional equipment, time or labor to unload. UPS and FedEx are included in this category.

SPECIAL HANDLING Definitions

- Designated Piece Unloading - Shipments requiring multiple pieces of freight to be moved in order to select the next piece.
 - Ground Loading - vehicles that are not dock height preventing the use of loading docks. (flat bed trailers, U-Hauls, company vehicles with trailers)
 - Stacked Shipments - Shipments loaded in such a manner that requires multiple items to be removed to ground level for delivery to booth.
 - Constricted Space - Shipments that are not easily accessible due to carrier being loaded high and tight.
 - Shipment Integrity - Shipments that are delivered in such a manner that additional labor is needed to sort through and separate various shipments.
-

What happens to my EMPTY CONTAINERS?

- Pick up "Empty Labels" at the Contractor's Service Desk. Once the container is completely empty, place a label on each container individually.
 - Labeled empty containers will be picked up periodically and stored in non-accessible storage during the event.
 - At the close of the show, the empty containers will be returned to the booth in random order. This process may take several hours.
-

Do I need INSURANCE?

- Be sure your materials are insured from the time they leave your company until they are returned after the show. It is suggested that exhibitors arrange all-risk coverage. This can be done by riders to your existing policies.
 - All materials handled by the contractor are subject to the Terms and Conditions.
-

How do I Ensure that my SHIPPED MATERIALS ARE SECURE delivered by or before they are picked up after the show?

- There may be a lapse of time between the delivery of your shipment(s) to your booth and your arrival. Which may also be the case for the close of the show phase. During these times, your materials will be left unattended. We recommend that you arrange for a representative to stay with your materials or hire security services to monitor your booth/materials.
-

\$\$ MONEY SAVING TIPS \$\$

- Ship via common carrier to avoid possible special handling charges.
- CONSOLIDATE your shipments. Each separate shipment will incur a 200 lb minimum charge.
- Ship early to avoid rush/overnight charges whenever possible.
- Furnish accurate weight tickets with your shipment(s).
- Label your freight with the number of total pieces - example 1 of 3, 2 of 3, 3 of 3.
- Properly Address/Label all shipments to avoid time consuming re-routes, mis-deliveries and delays. Remove old shipping labels before shipping out again.
- When shipping to Show Site, confirm in advance that your carrier can guarantee delivery of your freight to the facility during designated move-in times. When possible, schedule your shipments to arrive during ST rather than OT.

MATERIAL HANDLING RATES: All rates are per 100 pounds (per cwt.) with a 200 pound minimum charge. These rates are based on round trip Material Handling. Certified weight tickets are required on all shipments.

ADVANCE - WAREHOUSE SHIPMENTS - 200 LB. MINIMUM

Shipments can arrive to the Advance Warehouse up to 30 days prior to move in. Advance freight is delivered to your booth before direct shipments.

Description	FLATE RATE
A1 - ON TIME Crated or Skidded shipments (LTL Carriers with established local terminals)	\$194.00 per cwt. \$388.00 minimum
A2 - SPECIAL HANDLING (FedEX, UPS, DHL)	\$246.50 per cwt. \$493.00 minimum

DIRECT - SHOW SITE SHIPMENTS - 200 LB. MINIMUM

Shipments must arrive only during published move in dates and times. Refer to the Quick Facts page for details.

Description	FLAT RATE
B1 - ON TIME Crated or Skidded shipments (LTL Carriers with established local terminals)	\$194.00 per cwt. \$338.00 minimum
B2 - SPECIAL HANDLING (FedEX, UPS, DHL)	\$246.50 per cwt. \$493.00 minimum
C - *Small Package Rates	\$ 61.00

*Small Package - Shipments totaling any number of pieces with a combined weight not to exceed 40 lbs. Shipments must be received on the same day at the same time and from the same shipper. If combined weight exceeds 40 lbs. normal material handling rates will apply.

Labor Hours

Straight Time - ST:	Monday - Friday, 8:00 AM - 3:00 PM
Overtime - OT:	Monday - Friday, Before 8:00 AM, After 3:00 PM Anytime Saturday/Sunday
Double Time - DT:	Anytime on holidays

Early/Late Shipments to Warehouse 50% Surcharge

Re-weigh of Shipments

An additional charge per forklift load may be applied to shipments that have to be re-weighed at the dock due to the lack of a certified weight ticket, or an incorrect or an understated weight on delivery document.

Outbound Shipments

Storage fees will be charged for shipments that are returned to Warehouse.

Estimated Charges - Material Handling _____ **lbs. x** _____ **per cwt. = \$** _____

Material Handling fees will be based on actual certified weight ticket(s) for each shipment or the reweigh ticket on the inbound receiving report.

SUBTOTAL MATERIAL HANDLING ORDER: \$ _____

Company Name: _____ **Booth#:** _____ **Order Total:** _____

YES, I have completed and enclosed the Credit Card Authorization and Agreement Form and I understand that all orders are subject to State Sales Tax 10.250%.

The definition of a POV or Privately Owned Vehicle, is considered to be any vehicle that is primarily designed to transport passengers, not cargo or freight. Examples include pick-ups, passenger vans, taxis, limos, and small box trucks. We understand that all of our customers do not require standard material handling services, so we have made special accommodations for customers with POVs that fit this criteria.

Each vehicle will have a 30 minute time limit to complete the work. If longer than the allotted 30 minutes is required, the contractor will place exhibitor in a designated space to unload without impeding additional work needs for other exhibitors or freight operations. Our team will guide vehicles into the marshalling area, and let full time exhibitors unload their vehicle and hand carry, or roll on a non-mechanized cart to their booth space. The contractor will stage vehicles as close as possible without impeding work space and emergency egress.

If exhibitor needs a forklift or motorized/non-motorized jack service, that would need to be ordered from the contractor at an additional cost. The below rates are based on round trip POV Material Handling.

RATES

- Car: \$204.00 per vehicle
- Mini-Van: \$215.00 per vehicle
- Full Size Van or Large Pick-Up: \$248.00 per vehicle

- INBOUND Estimated number of pieces: _____ / Move-in day you will receive this service: _____
- OUTBOUND Estimated number of pieces: _____

The above rates and procedures apply ONLY to passenger size vehicles. No trucks or commercial vehicles will be unloaded at these rates. See the enclosed Material Handling Order Form for material handling rates for trucks and commercial vehicles. Any freight coming in on a semi-truck, must be unloaded at the dock by union freight handlers and will be subject to material handling fees.

RESTRICTIONS

Company Vehicles - to include (any size) towing trailers, box trucks and semi trucks, u-haul or similar truck, a box van or anything larger than a passenger van.

These vehicles or similar vehicles will be unloaded by the contractor and material handling rates will apply.

PROCEDURES

- Exhibitors who require this service must check in at the designated POV/Cart Service area.
- Exhibitor will need to have a credit card on file or must complete the Authorization and Agreement form and provide a credit card at the time of service.

Acceptable POV Vehicles



Company Vehicles - Not Eligible



SUBTOTAL POV MATERIAL HANDLING: \$ _____

YES, I have completed and enclosed the Credit Card Authorization and Agreement Form and I understand that all orders are subject to State Sales Tax 10.250%.

Company Name: _____ Booth#: _____

22-IL0602-T

Cartload services are provided for personally owned vehicles with small hand-carried items to be delivered to the booth or dock location. If you arrive in a truck, van, trailer, or any commercial vehicle you will not qualify for this service and will be billed regular material handling rates.



(2' wide x 6' long x 3' high)

\$195.00 round trip

Cartload service includes one laborer, one cart, one trip.

Cart Service is for exhibitor's with small items weighing less than 200 lbs. that will fit on a flatbed cart and can be transported in one trip.

Delivery must be made in a POV (Privately Owned Vehicle) to qualify for this service, otherwise, freight will be charged at prevailing material handling rates. This service will only be available during published move-in and move-out times.

SUBTOTAL CART SERVICE ORDER: \$ _____

YES, I have completed and enclosed the Credit Card Authorization and Agreement Form and I understand that all orders are subject to State Sales Tax 10.250%.

Company Name: _____ Booth#: _____

Priority Empty Container Storage

This service provides for the priority return of your empties to your booth after the close of the show and after aisle carpet has been rolled up. If you would like this service, please fill out the information below and return it to the contractor. The number of containers can be adjusted on showsite if necessary.

Priority Empty Container Return \$200.00 per container/skid _____

Estimated number of containers/skids _____

Total = \$ _____

**** PLEASE NOTE THAT THIS SERVICE CANNOT BE ORDERED AFTER THE EMPTIES HAVE BEEN TAKEN TO STORAGE. Special priority empty container labels are required for this service. Obtain priority labels from the Contractor's Service Desk to indicate the priority status on your empty containers.**

Accessible Storage

A storage area will be available for exhibitor's samples and literature during show hours, one hour prior to show opening, and one half hour after show closing each day. All material in storage on the last day of the show will be returned to their designated booth space at the close of the show. Storage space may be limited and subject to show rules.

The charge for storage space is as follows:

Accessible Storage Rates \$150.00 per container/skid _____

Estimated number of containers/skids _____

Total = \$ _____

The contractor will not be liable for loss or damage to crates and containers or their contents while they are in accessible storage. If secured/locked storage is required, please contact the contractor for rates and availability.

Show Name: Coffee Fest Chicago 2022

Show Dates: June 24-25, 2022

Show Venue: Navy Pier

Deadline to Receive Discount Pricing: Thursday, June 9, 2022



TEXAS XPO
TEXAS EXPOSITION SERVICES

ADVANCE/WAREHOUSE SHIPPING LABEL

ADVANCE/WAREHOUSE SHIPPING LABEL



Coffee Fest Chicago 2022
C/O AEX Services / Texas XPO
5845 W 31st St
Cicero, IL 60804

EXHIBITOR/COMPANY NAME: _____

BOOTH NUMBER: # _____

DELIVER NO LATER THAN: THURSDAY, JUNE 16, 2022

Receiving 9:00 AM - 3:00 PM, Monday-Friday; Check In by 2:00 PM

TRADE SHOW SHIPMENT - PLEASE EXPEDITE

ADVANCE/WAREHOUSE SHIPPING LABEL



Coffee Fest Chicago 2022
C/O AEX Services / Texas XPO
5845 W 31st St
Cicero, IL 60804

EXHIBITOR/COMPANY NAME: _____

BOOTH NUMBER: # _____

DELIVER NO LATER THAN: THURSDAY, JUNE 16, 2022

Receiving 9:00 AM - 3:00 PM, Monday-Friday; Check In by 2:00 PM

TRADE SHOW SHIPMENT - PLEASE EXPEDITE

Show Name: Coffee Fest Chicago 2022

Show Dates: June 24-25, 2022

Show Venue: Navy Pier

Deadline to Receive Discount Pricing: Thursday, June 9, 2022



TEXAS XPO
TEXAS EXPOSITION SERVICES

DIRECT/SHOW SITE SHIPPING LABEL

DIRECT/SHOW SITE SHIPPING LABEL



Navy Pier
Coffee Fest Chicago 2022
C/O Texas XPO
600 E Grand Ave,
Chicago, IL 60611

EXHIBITOR/COMPANY NAME: _____

BOOTH NUMBER: # _____

**DELIVER ONLY ON: THURSDAY, JUNE 23, 2022 BETWEEN 8:00 AM - 5:00 PM &
FRIDAY, JUNE 24, 2022 BETWEEN 8:00 AM - 10:00 AM**

TRADE SHOW SHIPMENT - PLEASE EXPEDITE

DIRECT/SHOW SITE SHIPPING LABEL



Navy Pier
Coffee Fest Chicago 2022
C/O Texas XPO
600 E Grand Ave,
Chicago, IL 60611

EXHIBITOR/COMPANY NAME: _____

BOOTH NUMBER: # _____

**DELIVER ONLY ON: THURSDAY, JUNE 23, 2022 BETWEEN 8:00 AM - 5:00 PM &
FRIDAY, JUNE 24, 2022 BETWEEN 8:00 AM - 10:00 AM**

TRADE SHOW SHIPMENT - PLEASE EXPEDITE

Show Name: Coffee Fest Chicago 2022

Show Dates: June 24-25, 2022

Show Venue: Navy Pier

Deadline to Receive Discount Pricing: Thursday, June 9, 2022



TEXAS XPO
TEXAS EXPOSITION SERVICES

HANGING BANNER LABEL

HANGING BANNER LABEL



Coffee Fest Chicago 2022
C/O AEX Services / Texas XPO
5845 W 31st St
Cicero, IL 60804

EXHIBITOR/COMPANY NAME: _____

BOOTH NUMBER: # _____

DELIVER NO LATER THAN: **THURSDAY, JUNE 16, 2022**

Receiving 9:00 AM - 3:00 PM, Monday-Friday

TRADE SHOW SHIPMENT - PLEASE EXPEDITE

HANGING BANNER LABEL



Coffee Fest Chicago 2022
C/O AEX Services / Texas XPO
5845 W 31st St
Cicero, IL 60804

EXHIBITOR/COMPANY NAME: _____

BOOTH NUMBER: # _____

DELIVER NO LATER THAN: **THURSDAY, JUNE 16, 2022**

Receiving 9:00 AM - 3:00 PM, Monday-Friday

TRADE SHOW SHIPMENT - PLEASE EXPEDITE



"Delivering Freedom®"



MOVE YOUR EXHIBIT WITH PEACE OF MIND

**THE FREIGHT & CUSTOMS PARTNER YOU CAN RELY ON
FULLY DEDICATED TO YOUR CONVENTION AND TRADE SHOW SUCCESS**

Putting service first and leveraging our 42 years of freight & customs experience



Transportation Services

- Ground Freight (LTL)
- Full Load
- International Freight Forwarding
- Customs Brokerage Services
- Exclusive Use Full Trailer



Customized Solutions

- Door to door service
- Catering to your specific needs
- Single point of contact
- 24/7 customer attention
- Committed to excellence

Dedicated to delivering safely and on time every time.

100% satisfaction guaranteed or your money back. That's the Liberty CFS promise.



**Call Toll Free 1-866-938-1092 or 1.905.338.3993 Fax: 1.905.338.1092
email: exhibitorservices@libertycfs.us - www.libertycfs.us**

LAS VEGAS | TORONTO





LibertyCFS NV, Inc.

A Veteran Owned Company
Delivering Freedom


exhibitorservices@libertycfs.us

www.libertycfs.us

Tel. (905) 338-3993 Fax: (905) 338-1092

FREIGHT & CUSTOMS ORDER FORM

1 Please accept this form as authority for LibertyCFS NV, Inc. to provide the services listed below. A second form is required for additional events.

Adobe Acrobat Reader DC may be required for completion of form. Click image to download 

Freight & Customs
 Freight Only
 Customs Only
 Return Only

2a PICK-UP LOCATION

Company Name _____
 Address1 _____
 Address2 _____
 City _____ State _____ ZipCode _____
 Contact _____ Phone # _____
 Email _____ IRS/Tax ID# _____

3 DELIVERY TO ADDRESS

Exhibiting Company Name _____ Booth # _____
 Show Name _____
 Address1 _____
 Address2 _____
 City _____ State _____ ZipCode _____
 Onsite Contact _____ Cell Phone # _____

2b SERVICES

P/U Date _____ From _____ To _____ Hours _____
 Dlvly Date _____ Hours _____

Express
 Economy LTL 7 - 10 Days
 Int'l
 Inside
 Liftgate
 Dock
 Other _____

4 RETURN TO

Check Box if the Return address is the same as 2a

Shipper _____
 Address1 _____
 Address2 _____
 City _____ State _____ ZipCode _____
 Contact _____ Phone # _____
 PU Date _____ Arrive by _____

5 PACKAGE INFO

Carton(s)/Box
 Vinyl Case(s)/Color
 Wooden Crate(s)
 Trunk(s) / On Wheels
 Skid(s) - to contain # _____ of pieces

PCS	DIMENSIONS (L x H x W)	WGT
TOTAL PIECES		TOTAL WEIGHT




6 VALUE

Declared Value for Carriage: The declared value for carriage of this shipment is agreed to and understood to be \$0.50 per pound multiplied by the number of pounds of that part of the shipment lost or damaged but not less than \$50.00 per shipment unless a value is declared below and applicable charges paid thereon. The liability of Carrier for loss/damage are subject to the terms and conditions. LibertyCFS NV, Inc charges 4% per \$1000, Min \$40.

Exclusion: Does not include TV(s)/Monitor(s)

DECLARED VALUE _____

7 PAYMENT

Credit Card Information / Billing Address   

Credit Card Number _____ Security Code _____ Exp. Date MM / YYY

I hereby authorize the use of this card for payment of services related to this Order Form. I understand that declined credit cards are subject to a 30% surcharge.

Address _____ Signature _____
 City _____ State _____ ZipCode _____
 Phone _____ Email _____

Comments: Include any additional comments that will be helpful for the movement of freight and contents

Print

UNION REGULATION

To assist you in planning your participation in your show, we are certain you will appreciate knowing in advance that union labor may be required for certain aspects of your exhibit handling. To help you understand the jurisdiction the various unions have we ask that you read the following:

BOOTH ERECTION & DISMANTLING

Exhibitors may, at their option, erect and dismantle their own booths using their own full-time employees. If their own employees are not available, labor can be ordered using the "Labor Order Form" in the kit.

MATERIAL HANDLING

Exhibitors may hand-carry their own materials into the exhibit facility. The use or rental of dollies, flat trucks and other mechanical equipment, however, is not permitted. Texas XPO will control access to the loading docks in order to provide for a safe and orderly move-in / move-out.

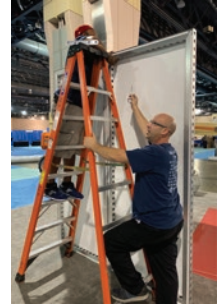
TIPPING

Texas XPO request that exhibitors do not tip our employees. They are paid an excellent wage scale denoting a professional stature, and we feel that tipping is not necessary. This applies to all Texas XPO employees. Any request for such should be brought to the attention of an Texas XPO representative.

SAFETY

Standing on chairs, tables, or other rental equipment is prohibited. This equipment is not engineered to support your weight. Texas Exposition Services cannot be responsible for injuries or falls caused by the improper use of this equipment. If assistance is required in assembling your booth, please use the "Labor Order Form" and the necessary ladders and/or tools will be provided.

LABOR SERVICE FORM



EXHIBITOR SUPERVISED - INSTALL/DISMANTLE LABOR
LET US DO THE WORK WITH YOU

Install Labor Dismantle Labor

All work is done only under the supervision of the exhibitor.

Supervisor Contact: _____ Phone: _____

- On the day and time that you have requested labor, please report to the Contractor's Service Desk to pick-up and sign out your labor crew. The labor crew will not be sent to your booth without being signed out.
- Starting time can be guaranteed only in those instances where workers are requested for the start of the working day (usually 8:00 am).
- Upon completion of work, you are required to accompany the laborers to the Contractor's Service Desk and release them.

THE CONTRACTOR'S SUPERVISED - INSTALL/DISMANTLE LABOR
LET US DO THE WORK FOR YOU

Install Labor Dismantle Labor

Show Site Contact: _____ Phone: _____

- Please forward detailed instructions, blueprints or photos and complete the information on the following page.
- Our cost for this service is 35% of your total labor bill (\$35.00 minimum).
- Installation of your exhibit will be completed at our discretion prior to show opening.
- Please note: Our liability for damages, for whatever reason, is limited to our billed cost for supervision.

LABOR RATES:

		Discount	Standard
Straight Time - ST:	Monday - Friday, 8:00 AM - 4:30 PM	\$168.00 per hour	\$235.25 per hour
Overtime - OT:	Monday - Friday, Before 8:00 AM, After 4:30 PM Anytime Saturday/Sunday	\$252.00 per hour	\$353.00 per hour
Double Time - DT:	Anytime on holidays	\$336.00 per hour	\$470.50 per hour

- Please indicate the labor required by checking one of above options. If no plan is indicated, labor cannot be assigned until exhibitor's representative reports to the service desk.
- Orders canceled without 24 hour written notice will be charged a one (1) hour cancellation fee per laborer ordered
- A 30% surcharge will be assessed to orders placed after the deadline or at show-site.
- Price is per person/per hour
- When scheduling dismantle labor, be sure to allow adequate time for empty containers to be returned to your booth.

	Start Date	Start Time	# of People	Approx. Hours	Total Hours	Hourly Rate	35% Supervision Fee	Estimated Total Cost
Installation						\$	\$	\$
Dismantle						\$	\$	\$

Dismantle - charge will be calculated to match the estimated hours and number of laborers for installation. In the event less chargeable time is used, we will credit you following the close of the show.

SUBTOTAL ESTIMATED LABOR SERVICE ORDER: \$ _____

YES, I have completed and enclosed the Credit Card Authorization and Agreement Form and I understand that all orders are subject to State Sales Tax 10.250%.

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

22-IL0602-T

COMPLETE THIS FORM ONLY IF YOU HAVE SELECTED

SUPERVISED - INSTALL/DISMANTLE LABOR

This information is required in order to ensure proper supervision and installation of your display.

Freight is arriving at: Advance Warehouse Show Site Loading Dock Est. Delivery Date: _____

Date Shipped: _____ Via: _____ (freight carrier)

Display shipped from: _____ (address)

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

Estimated Weight: _____

Display Includes: _____

Booth carpet in shipment? Yes No Color _____ Size _____

Set-up instructions: Attached to this order With display

Graphics: With display Shipped separately

Electrical Placement: Drawing Attached Drawing with display Electrical under carpet

Comments: _____

Special Tools/Hardware Required: _____

OUTBOUND SHIPPING:

Return Display to the following address:

Via: _____ (carrier)

YOU MUST COORDINATE/SCHEDULE YOUR OUTBOUND SHIPMENT WITH YOUR CARRIER

In the event your selected carrier fails to arrive by the designated move-out time, please select and initial one of the following options. If no option is selected, we will re-route the shipment accordingly via the house carrier.

Re-route via house carrier _____

Transfer to warehouse at exhibitor's expense _____

EMERGENCY CONTACT AT SHOW SITE:

Name: _____ Phone: _____

Hotel: _____ Arrival Date: _____

YES, I have completed and enclosed the Credit Card Authorization and Agreement Form and I understand that all orders are subject to State Sales Tax 10.250%.

Company Name: _____ Booth#: _____

LET US DO THE HEAVY LIFTING!



THIS SERVICE IS AVAILABLE TO ASSIST IF HEAVY OR LARGE ITEMS MUST BE MOVED WITHIN YOUR BOOTH WITH THE USE OF A FORKLIFT

(e.g. spotting equipment, elevated header signs, cantilever structures, heavy display components or machinery which cannot be manually lifted in place)

TYPE OF WORK:

Description: _____

RATES:

		Discount	Standard
Straight Time - ST:	Monday - Friday, 8:00 AM - 4:30 PM	\$392.25 hr/crew	\$549.25 hr/crew
Overtime - OT:	Monday - Friday, Before 8:00 AM, After 4:30 PM Anytime Saturday/Sunday	\$588.50 hr/crew	\$824.00 hr/crew
Double Time - DT:	Anytime on holidays	\$784.50 hr/crew	\$1098.25 hr/crew

Rigging Crew consists of a forklift and operator.

Above rates are based on a 5,000 lb capacity forklift. If you require a larger forklift, please call Customer Service for a quote.

One (1) Hour minimum per crew, one (1) hour increments thereafter.

Orders canceled without 24 hour written notice will be charged a one (1) hour cancellation fee per crew.

INSTRUCTIONS:

- On the day and time that you have requested rigging, please report to the Contractor's Service Desk to pick-up and sign out your rigging crew. The rigging crew will not be sent to your booth without being signed out.
- Upon completion of work, you are required to accompany the crew back to the Contractor's Service Desk and release them.
- Starting time can be guaranteed only in those instances where crew is requested for the start of the working day (usually 8:00 am).

(All work is done only under the supervision of the exhibitor's representative)

Show Site Contact: _____ Phone: _____

Dismantle - charge will be calculated to match the estimated hours and number of laborers for installation. In the event less chargeable time is used, we will credit you following the close of the show.

	Start Date	Start Time	Approx. Hours	Assembly/Disassembly Rate	Hourly Rate	Estimated Total Cost
Installation				\$	\$	\$
Dismantle				\$	\$	\$

SUBTOTAL ESTIMATED FORKLIFT AND RIGGING CREW ORDER: \$ _____

YES, I have completed and enclosed the Credit Card Authorization and Agreement Form and I understand that all orders are subject to State Sales Tax 10.250%.

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

22-IL0602-T

Third Party / Display House Notification Letter

Please be advised that we will be using an independent contractor of our own choosing to perform installation/ dismantle labor services at the Show location.

EXHIBITING COMPANY

Exhibiting Company Name		Booth#
_____	_____	_____
Contact Name	Email	Phone
_____	_____	_____
Contact Signature		Date

THIRD PARTY / DISPLAY HOUSE

Company Name		
_____	_____	_____
Contact Name	Email	Phone
_____		_____
Company Address		City, State, Zip

Display house must also provide a Certificate of Insurance to the Contractor

	EXHIBITOR will pay	THIRD PARTY will pay	
Furniture	<input type="radio"/>	<input type="radio"/>	\$ _____
Carpet	<input type="radio"/>	<input type="radio"/>	\$ _____
Labor	<input type="radio"/>	<input type="radio"/>	\$ _____
Cleaning	<input type="radio"/>	<input type="radio"/>	\$ _____
Freight	<input type="radio"/>	<input type="radio"/>	\$ _____
Utilities	<input type="radio"/>	<input type="radio"/>	\$ _____
Other Services	<input type="radio"/>	<input type="radio"/>	\$ _____

GUIDELINES AND SERVICE CONTRACTOR RESPONSIBILITIES

- The contractor certified employees ONLY will be allowed in aerial lifts.
- The contractor employees are the ONLY personnel allowed to operate mechanized equipment.
- The contractor certified employees must assemble and disassemble ALL overhead rigging including:
 - Overhead Truss
 - Attachment and removal of light fixtures for truss or signs
 - Assembly of hanging sign frame and graphics
- Additional installation required for chain motors, span sets and other packages.
- Exhibitors are REQUIRED to include hanging/setup instructions and orientation diagrams in advance.
- All ceiling rigging must conform to Show Management rules and regulations and facility limitations.
- Overhead hanging signs are to be sent in a separate container directly to the advanced warehouse using the Advanced Hanging Sign shipping labels included in this manual. The container must arrive no later than advanced warehouse deadline date. If these procedures are not followed, the contractor cannot guarantee the hanging of your sign and additional fees may apply.
- Structures weighing over 200 lbs. per point must have a rigging plot plan approved in advance.
- Electrical signs must be in working order and in accordance with National Electric Code. Electrical services must be ordered through the Electrical Service Provider (form included in manual).
- Additional charges may be applied by the contractor due to regulations at the facility, weight limits, union jurisdictions, facility contacts, and in house providers. Including but not limited to: spanner truss for load points, additional labor for power and / or lighting specifics, additional materials, facility pick point ceiling fees, facility and/or in house exclusive labor charges, etc.

CHECKLIST FOR ORDERING HANGING SIGNS

- Submit Credit Card Authorization Form
(Or Third Party Payment Authorization if paying for this service on behalf of an exhibiting company)
- Order Assembly Labor to have your sign built by the contractor riggers
(Fill out top section of the Hanging Sign/Banner Order Form)
- Order Install and Dismantle for all Hanging Signs, Truss and Motors
- Order any necessary Chain Motors, Rotating Motors and Truss
(Remember to place separate electrical order to power any motors!)
- Submit diagrams with orientation, dimensions and placement for ALL materials that will be flown overhead
- Package Hanging Sign(s) in a separate container from exhibit materials
- Label Hanging Sign(s) using the Hanging Sign Shipping Label from this service manual
- Ship Hanging Sign(s) to the Advanced Warehouse by: **Thursday, June 16, 2022**

USE THIS FORM TO PLACE ORDERS FOR HANGING SIGNS & BANNERS FROM CEILING

- The contractor will install and disassemble non-electrical "Hanging Signs & Banners" with approved devices and the type of cable needed to safely handle the banner.
- All Signs & Banners Hanging Orders must be received by **Thursday, June 16, 2022**. Orders received after the deadline or at the Service Desk are subject to availability and a 30% surcharge.
- Complete plans for hanging must be provided and forwarded to The contractor with this "Hanging Sign/Banner Order Form" form completed.
- Any signs requiring additional equipment will be billed accordingly.
- If your sign requires electrical connections, please also contact the Electrical Services Provider.

RATES:

Straight Time - ST: Monday - Friday, 8:00 AM - 4:30 PM
 Overtime - OT: Monday - Friday, Before 8:00 AM, After 4:30 PM
 Anytime Saturday/Sunday
 Double Time - DT: Anytime on holidays

THE FOLLOWING INFORMATION MUST BE COMPLETED FOR ACCURATE HANGING OF YOUR BANNER:

Size of Sign: Height _____ Length _____ Width _____ Weight _____

Shape of Sign: Square Rectangle Circle Triangle Other _____

RATES FOR HANGING SIGNS:

Please Note: The Contractor's Certified employees are required to assemble all hanging signs to ensure structural integrity.

SIGN ASSEMBLY / DISASSEMBLY LABOR

Straight time (8:00 am to 4:30 pm, Monday through Friday): **Discount** \$158.00 hr/person **Standard** \$221.25 hr/person
 One (1) Hour minimum, One (1) hour increments there after

	Start Date	Start Time	Approx. Hours	Assembly/Disassembly Rate	Hourly Rate	Estimated Total Cost
Installation				\$	\$	\$
Dismantle				\$	\$	\$

OVERHEAD SIGN HANGING CREW

Straight time (8:00 am to 4:30 pm, Monday through Friday): **Discount** \$607.75 hr/crew **Standard** \$850.75 hr/crew
 One (1) Hour minimum, One (1) hour increments there after

	Start Date	Start Time	Approx. Hours	Hanging Crew Rate	Hourly Rate	Estimated Total Cost
Installation				\$	\$	\$
Dismantle				\$	\$	\$

SUBTOTAL ESTIMATED OVERHEAD SIGN LABOR ORDER: \$ _____

YES, I have completed and enclosed the Credit Card Authorization and Agreement Form and I understand that all orders are subject to State Sales Tax 10.250%.

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

22-IL0602-T

Show Name: Coffee Fest Chicago 2022

Show Dates: June 24-25, 2022

Show Venue: Navy Pier

Deadline to Receive Discount Pricing: Thursday, June 9, 2022



HANGING SIGN/BANNER EQUIPMENT

USE THIS FORM TO ORDER RIGGING EQUIPMENT FOR HANGING SIGNS & BANNERS FROM CEILING

The contractor will install and disassemble non-electrical "Hanging Signs & Banners" with approved devices and the type of cable needed to safely handle the banner. Any signs requiring additional equipment will be billed accordingly. If your sign requires electrical connections, please also contact the Electrical Services Provider.

INCLUDE THE FOLLOWING ITEMS WITH YOUR TRUSS/MOTOR ORDER:

- Overhead Rigging / Sign Hanging Order Form
Sign/Hanging Diagram
Placement Grid
Hanging Sign Instructions

TRUSS (A motor must be ordered to hoist a truss)

Table with 5 columns: Description, Discount, Standard, Qty., Total. Rows include 12" Silver Box Truss, 12" Black Box Truss, 12" Silver Corner Block, 12" Black Corner Block, and Design Fee.

Truss Details (Quantity & Size):

MOTORS (A motor must be ordered to hoist a truss) Rotate Clockwise (Right) Rotate Counterclockwise (Left)

Table with 5 columns: Description, Discount, Standard, Qty., Total. Rows include One Ton Hoist/Chain Motor, Half Ton Hoist/Chain Motor, 1/4 Ton Hoist/Chain Motor, Rotating Motor 500 LB limit, and Rotating Motor 200 LB limit.

SUBTOTAL MATERIAL HANDLING ORDER: \$

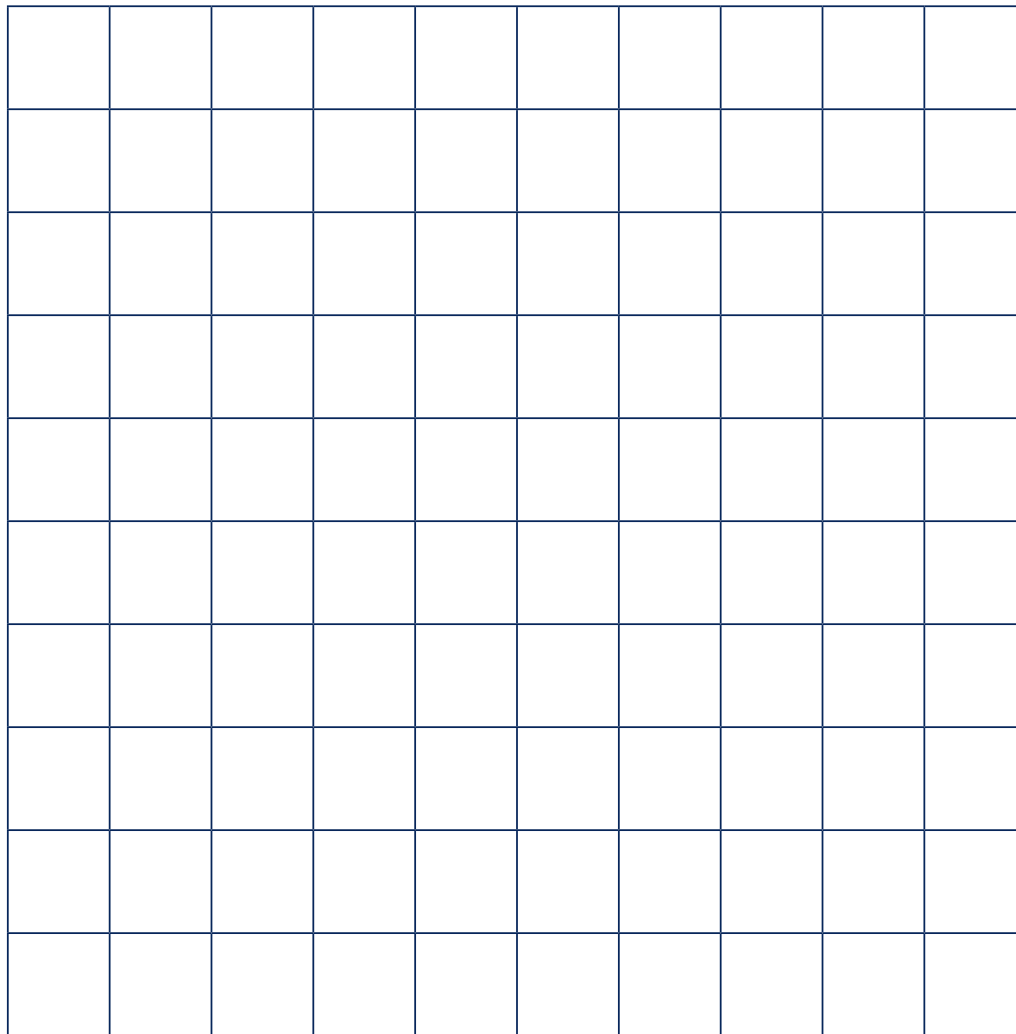
YES, I have completed and enclosed the Credit Card Authorization and Agreement Form and I understand that all orders are subject to State Sales Tax 10.250%.

Company Name: Booth#:

HANGING SIGN LAYOUT

- Use diagram below to represent your booth space. Indicate how far in from each boundary you would like your sign placed.
- The ceiling structure and relation to the support beams may require your sign to be moved from your specified location.

Back of Booth



1 box = NaN square foot

Front of Booth

Number of feet from floor to top of sign: _____

Supervision for assembly and disassembly of overhead hanging sign can be provided by the contractor or by your company representative, display house, independent or lighting contractor.

Company Name: _____ Booth#: _____

USE THIS FORM TO ORDER CLEANING SERVICE WITHIN YOUR BOOTH SPACE AND FOR DEBRIS ACCUMULATED DURING SET-UP AND EXHIBIT HOURS.

All rental carpets ordered from the contractor are installed in clean condition.



VACUUMING

All rates are based on the total square footage of your exhibit space (100 sq. ft. minimum)

Please check preference below:

		Discount	Standard
<input type="radio"/>	One Time Vacuum carpet before initial opening of event	\$.61/sq. ft.	\$.85/sq. ft.
<input type="radio"/>	Daily Vacuum carpet before initial opening of event and daily thereafter	\$.49/sq. ft./day	\$.69/sq. ft./day

Exhibit Space: _____ ft (x) _____ ft = _____ sq. ft. (x) \$ _____ (x) _____ = \$ _____
 (100 sq. ft. minimum) rate per sq. ft. Days Total

PORTER SERVICE

All rates are based on the total square footage of your exhibit space (100 sq. ft. minimum)

	Discount	Standard
Empty wastebasket, tidy and spot clean exhibit space during show hours.	\$144.50	\$202.25

Daily Service: _____ (Specify Days) Date: _____

Porter Service: _____ days (x) amount per day \$ _____ = Total \$ _____

SUBTOTAL ESTIMATED CLEANING ORDER: \$ _____

YES, I have completed and enclosed the Credit Card Authorization and Agreement Form and I understand that all orders are subject to State Sales Tax 10.250%.

Company Name: _____ Booth#: _____

Show Name: Coffee Fest Chicago 2022

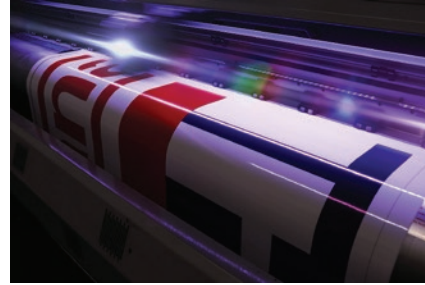
Show Dates: June 24-25, 2022

Show Venue: Navy Pier

Deadline to Receive Discount Pricing: Thursday, June 9, 2022



GRAPHICS ORDER FORM



Graphic elements provide opportunities for branding and messaging that increase visibility and contribute significantly to the impact of your exhibit!

BOOTH PANELS • BANNERS • GRAPHIC CLINGS • POSTERS • SIGNAGE • FLOOR GRAPHICS

For more information call the contractor at 609.272.1600

I AM SUPPLYING MY OWN ART

I NEED ITEMS DESIGNED. SEE COPY AND LAYOUT SPECS BELOW.

FULL COLOR POSTER AND COUNTER CARD

Description	Discount	Standard	Qty.	Total
18" x 24" Foamcore, single-sided	\$ 96.00	\$134.50	_____	\$ _____
18" x 24" Foamcore, double-sided	\$168.00	\$235.25	_____	\$ _____
22" x 28" Foamcore, single-sided	\$137.00	\$191.75	_____	\$ _____
22" x 28" Foamcore, double-sided	\$239.75	\$335.75	_____	\$ _____
24" x 36" Foamcore, single-sided	\$192.00	\$268.75	_____	\$ _____
24" x 36" Foamcore, double-sided	\$336.00	\$470.50	_____	\$ _____
28" x 44" Foamcore, single-sided	\$274.00	\$383.50	_____	\$ _____
28" x 44" Foamcore, double-sided	\$479.50	\$671.25	_____	\$ _____

For custom size signs please call our office for pricing. Half hour of design time included in prices above. For additional design time please contact Orders@aexservices.com for pricing.

FULL COLOR BANNER

Description	Discount	Standard	Qty.	Total
Custom Banner Size (per sq. ft.)	\$25.50	\$35.75	_____	\$ _____

CUSTOM SIZE GRAPHICS

SIZE	QUOTED PRICE	TOTAL
_____	_____	\$ _____

COPY AND LAYOUT SPECIFICATIONS

Indicate: Vertical Horizontal (Please attach a layout to this form)

E-mail address for proofing is required: _____

(Please note: Deadline for requesting a proof is 14 days prior to the first day of exhibitor move-in)

E-mail graphic files to Graphics@AEXServices.com. Please include your company name and the name of the show.

SUBTOTAL GRAPHICS ORDER: \$ _____

YES, I have completed and enclosed the Credit Card Authorization and Agreement Form and I understand that all orders are subject to State Sales Tax 10.250%.

Company Name: _____ Booth#: _____ 22-IL0602-T

VEHICLE SPOTTING FEE

(This charge is per vehicle and covers floor marking, the direction of vehicle to proper location and move-out. This charge applies whether we, or you, drive your vehicle to its location)

ALL VEHICLES WILL BE CHARGED A SPOTTING FEE
- NO EXCEPTIONS -

Description	Discount	Standard	# of Vehicles	Total
Vehicle Spotting Fee (Round Trip)	\$220.50	\$308.75	_____	\$ _____

REQUIREMENTS FOR THE INDOOR DISPLAY OF MOTOR VEHICLES:

All vehicles, boats and equipment containing fuel must meet and comply with the following requirements before entry into the facility:

- There is to be no more than five (5) gallons of fuel or 1/4 the capacity of the fuel tank, whichever is less.
- Fuel tanks used for storage of excess fuel must meet applicable federal, state, and local fuel storage requirements.
- Fuel tanks are to be locked and all portable tanks removed. Locking the vehicle will be sufficient for cars in which the gas cap cover may only be detached from inside the vehicle.
- Ignition keys are to be removed and placed in a central location on-site.
- Vehicles, boats, and similar exhibited products with more than three hundred square feet (300 sq. ft.) of roofed area are to have a smoke detector.

Roll-In Spotting Fee - Round Trip

<u>Discount</u> \$200.00	<u>Standard</u> \$250.00
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This charge is for any freight that is on wheels and being rolled onto the show floor. All freight being rolled in will be charged a spotting fee. No exceptions.

SUBTOTAL VEHICLE SPOTTING: \$ _____

YES, I have completed and enclosed the Credit Card Authorization and Agreement Form and I understand that all orders are subject to State Sales Tax SALES TAX.

Company Name: _____ Booth#: _____