

**INDEPENDENT  
HOTEL SHOW**

M I A M I

**EXHIBITOR  
SERVICE MANUAL**

**Miami Beach Convention Center  
Hall D  
September 17-18, 2025**

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August 29, 2025NEED  
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| Fax: 305-751-1298

## Online Marketplace

**Expo Convention Contractors (Expo CCI)** has been chosen as the Official Service Contractor for **Independent Hotel Show Miami**. We are prepared to assist you in every way possible to ensure a successful marketing presentation for your company. Expo Convention Contractors has an online marketplace that provides an easy way for you to order all of your show services. Our system is user friendly and visually driven, making it easy to navigate.

You still have the option to order via the PDF Exhibitor Manual by completing and sending form/s to [info@expocci.com](mailto:info@expocci.com).

Below are instructions to access our online marketplace for online ordering:

- Once you have successfully registered for a booth with the show manager, Expo CCI will receive your contact information. We will then email you a unique temporary password, as well as link to our storefront <https://expocci.boomerecommerce.com/Home/Pages/Security/Login>
- When you log in for the first time, you will be prompted to update your password, keeping your order and payment information confidential and accessible only to you.  
*If you were an exhibitor last year or have logged into our storefront before, your password will be the same as your last login. You always have the option to reset your password from the login page.*
- After you have logged in, you will be directed to your Event Homepage. Here you will find important show dates and times, booth equipment, shipping deadlines and shipping addresses. As well as any important contacts you may need in preparation for this event.
- From your Event Homepage, you will also notice a menu on your left hand side. From these menu options you can start shopping to place your order online. Shipping labels, subcontractor forms and additional information can be found within the menus displayed across the top of the page.
- Advance Warehouse and Direct to Show site Material handling is included in your booth package, ensuring your shipment is delivered directly to your booth space. However, to avoid any late or off-target fees, it's essential to meet the posted shipping deadlines. Please refer to the Shipping Information section of the online marketplace or within this kit, for detailed rates and instructions.
- All balances are to be paid prior to the show. If you have an open balance after the show has closed, a 25% administrative charge will be assessed to your invoice.
- **Please pay special attention to the deadline dates for placing your order and shipping your booth materials. The deadline date to receive Advance Warehouse freight is Monday, September 8, 2025 and Direct to Show shipments will be accepted on Monday, September 15, 2025 and Tuesday, September 16, 2025.**
- Please call our Exhibitor Service Department if you need assistance. We're here to help! You can reach us at 305-751-1234 or by email at [info@expocci.com](mailto:info@expocci.com)

ALL ORDERS MAY ALSO BE PLACED THROUGH OUR SECURE  
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## Expo Quick Facts/ Show Information

*Deadline date to receive discounted rates:* August 29, 2025

### SCHEDULE

<i>Exhibitor Move-in:</i>	Monday,	September 15, 2025	2:00pm - 8:00pm (Approved custom builds only)
	Tuesday,	September 16, 2025	8:00am - 6:00pm (Exhibitors move-in)
<i>Show hours:</i>	Wednesday,	September 17, 2025	10:00am - 5:00pm
	Thursday,	September 18, 2025	10:00am - 4:00pm
<i>Exhibitor Move-out:</i>	Thursday,	September 18, 2025	4:01pm - 10:00pm
	Friday,	September 19, 2025	8:00am - 12:00pm
<i>Reroute freight:</i>	Friday,	September 19, 2025	12:00pm

### MOVE-IN

Move-in and move-out through the Miami Beach Convention Center's lobby areas is strictly limited to small, hand-carried items (the size of carry-on items approved by FAA). **Larger items**, including dollies and flat beds, must be unloaded/loaded through the **South Loading Dock, located on Convention Center Drive and 18th Street**. Exhibitors are not allowed to use forklifts, pallet jacks or motorized equipment. Cartload service is provided at the loading dock for exhibitors in need of assistance. Cartload service includes labor and a dolly.

### MOVE-OUT

All carriers must check-in no later than **10:00am on Friday, September 19, 2025**. If your carrier does not check-in by the designated time above your freight will be rerouted through eLogistics. Exhibitors need to be clear by **12:00 pm**.

**The pickup address is Miami Beach Convention Center, 1901 Convention Center Drive, Hall D, Miami Beach, FL 33139.**

If your carrier does not check-in at the South Loading Dock with the freight foreman by 10:00am on Friday, your freight will be rerouted through eLogistics to Expo CCI's Advance Warehouse at the exhibitor's cost. For carrier check-in questions, please call 305-751-1234.

All freight must be labeled and a Bill of Lading filled out and returned to the Expo Service Desk before leaving your booth. **Any exhibitors without a credit card on file will have their freight held until paid in full.**

### EMPTYIES

**Exhibitor shipping crates and boxes will be returned after the show once the carpet has been removed. This may take 1 - 4 hours after the end of the show, therefore, please make your travel arrangements accordingly.**

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## Expo Quick Facts/Show Information

### CARPET COLOR

**Hardwall Turnkey Booth Packages** include **Tuxedo Black** Carpet as part of the booth package.

**Basic (Raw) Booth Packages do not include carpet** unless the optional Carpet & Furniture Package Add On is purchased through Show Management, which also includes Tuxedo Carpet. If you wish to carpet your booth with a different color, please refer to the enclosed [Flooring form](#) for color selection and pricing (color substitutions are not permitted and must be made at your own cost).

### BOOTH EQUIPMENT PACKAGES

#### 3m x 3m Hardwall Turnkey Booth Package:

- Hardwall shell scheme on 3 sides (2 sides for a corner) – white color
- Carpet – tuxedo black color
- 1 wastebasket
- 1 square table and 2 side chairs – white color
- Company ID sign
- Nightly booth cleaning
- Material handling services

**Please note** electricity and WIFI are NOT included. Electrical services can be ordered through Edlen (<https://ordering.edlen.com/login>) and WIFI may be ordered through Smart City (<https://orders.smartcitynetworks.com>).

#### 10 x 10 Basic (Raw) Booth Package:

- 1 Wastebasket
- Nightly booth cleaning
- Material handling services

**Please note** the following are NOT included: walls, furniture, carpet, electricity or WIFI

#### 3m x 3m Lighting Package\* - \$550.00 Ordered through Show Management only:

- 1 track with 3 can lights
- 1 electrical drop (500 watts) for the lighting package only
- Installation and dismantle labor

#### 10' x 10' Carpet & Furniture Package Add On: For Basic (Raw) Booths only\* - \$250.00 Ordered through Show Management only:

- Carpet – tuxedo black color
- 1 square table and 2 side chairs – white color

\* Please contact Show Management to order.

**Ready to make your booth unforgettable? From eye-catching graphics to unique features tailored to your brand, we're here to bring your vision to life! Contact us today to explore endless possibilities and stand out from the crowd.**

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## Expo Quick Facts/Show Information

### ADVANCE WAREHOUSE SHIPMENT

Materials should be shipped to arrive at our warehouse beginning **Friday, August 15, 2025** but **NO LATER THAN, Monday, September 8, 2025**. Freight received before or after these dates will incur an early/late handling fee.

#### Independent Hotel Show Miami

Your Company Name and Booth #  
Expo Convention Contractors, Inc.  
15959 NW 15th Avenue  
Miami, FL 33169

See our [Material Handling](#) forms for more details. [Shipping Labels](#) Provided.

### DIRECT SHIPMENT TO FACILITY

Direct to show shipments will be accepted on **Monday, September 15, 2025 (2:00pm - 8:00pm)** and **Tuesday, September 16, 2025 ( 8:00am - 6:00pm)**. Please note freight may be delivered starting at 8:00am on Monday, however, exhibitors may not start setting up until 2:00pm. Freight will not be accepted before these dates. Any Freight received after these dates will incur a late handling fee.

#### Independent Hotel Show Miami

Your Company Name and Booth #  
Expo Convention Contractors, Inc.  
c/o Miami Beach Convention Center  
1901 Convention Center Drive, Hall D  
Miami Beach, FL 33139

See our [Material Handling](#) forms for more details. [Shipping Labels](#) Provided.

### BOOTH CLEANING

All booth packages include nightly carpet vacuuming and trash removal. Additional cleaning services, such as porter service and vacuuming for bare spaces without the carpet package are available. Learn more under [Cleaning From.](#)

### ASSISTANCE

We want you to have a successful show. If you can't find what you are looking for or if we can be of assistance, please call our Exhibitor Sales & Service Department at 305-751-1234 or email [info@expocci.com](mailto:info@expocci.com).

**Ready to make your booth unforgettable? From eye-catching graphics to unique features tailored to your brand, we're here to bring your vision to life! Contact us today to explore endless possibilities and stand out from the crowd.**

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Payment Policy Payment Form (Required to be on file)

NO SERVICES WILL BE RENDERED UNTIL THIS DOCUMENT IS COMPLETED, SIGNED AND RETURNED TO EXPO CCI.

ADVANCE AND/OR FLOOR ORDERS All Orders require ADVANCE PAYMENT for initial estimate of charges for services AND a VALID CREDIT CARD with proper authorization be provided to Expo CCI.

THIRD PARTY ORDERS If you choose to contract work to a Display or Exhibit house/company and/or require services from Expo CCI, the Payment Policy presented above shall apply.

DRAYAGE TO WAREHOUSE OR SHOW SITE AND/OR LABOR Expo CCI's Payment Policy must be adhered to by Exhibitor prior to any freight being shipped to Expo CCI.

ALL CHARGES All charges/costs requested by Exhibitor MUST be PAID IN FULL before services are rendered and any adjustment and/or additional charges must be paid by Show Close.

Expo CCI charges a 3% convenience fee for payments using a credit or debit card. This convenience fee is a charge in addition to the original transaction amount for the convenience of being able to use an alternate payment method.

ADJUSTMENTS/REFUNDS Exhibitors are responsible for ensuring services are rendered as ordered prior to the Show opening. All requests for adjustments must be made on site prior to the Show's closing.

SALES TAX Applicable city, county and state sales tax will apply. If any Exhibitor is exempt from paying sales tax, it is the Exhibitor's responsibility to provide Expo CCI with its tax exempt certificate prior to orders being processed.

CANCELLATION POLICY On-site exchanges/cancellations of any orders/furnishings will be assessed a 100% pick-up fee. In the event of a natural disaster, acts of God or terrorists, which result in the cancellation of this event, Expo CCI will be entitled to a fee equal to the percentage of work completed by Expo CCI.

COLLECTION POLICY In the event this contract is turned over to an attorney for collection or dispute Expo CCI will be entitled to reasonable attorney fees.

Return via fax 305-751-1298 or email info@expocci.com We accept American Express, Visa, MasterCard and Discover for your convenience. No checks will be accepted at show site.

Form with fields for Exhibitor, Contact name, Booth #, Address, City, State, Zip, Country, Phone, Email, Credit Card Used For Payment: No., Expires, Security Code, Billing Address for credit card, City, State, ZIP CODE, Credit Card Holder (Print Name as it appears on card), Card Holder Signature.

\*\*\*\*\*Cardholder hereby authorizes EXPO CCI to charge credit card described herein for all charges incurred by Exhibitor and has read, understands, and agrees to all forms in the Exhibitor manual and agrees to pay all charges as described in Cardholder Agreement.

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## Terms and Conditions

### PAYMENT POLICY:

**Labor orders:** Labor must be cancelled in writing, 24 hours in advance to avoid a one (1) hour cancellation or no-show fee per crew and/or worker.

**Show Site Orders:** Services ordered at show site will require full payment at the time the order is placed. Purchase orders may not be used in lieu of payment. Regular prices will apply to all show site orders. Floor orders are limited to availability.

**Third Party Orders:** If you contract your work to a display or exhibit house and require services from Expo CCI, the payment policy stated above applies. Please pass this information on to them. A Third Party Payment form must be completed and submitted three weeks prior to show opening. Ultimately, the Exhibitor is responsible for payment if the third party's payment is declined.

**Invoices:** Prior to close of Show, an invoice will be prepared and delivered to your booth for your review. Credits will be issued at show site only. If you have any questions, or want to pay your invoice by check or cash, please see our customer service representatives at the service desk on site.

**Charges:** All charges, regardless of amount, must be paid in full by cash, check or credit card. If credit card method is used, please ensure that the card limits are high enough to cover your expected charges.

**Past Due Accounts:** The Exhibitor understands that there will be a 10% monthly (120% per year) finance charge on past due accounts and agrees to pay all costs incurred by Expo CCI while endeavoring to collect this account.

**Outbound Services:** All outbound services will be processed on your credit card. A copy of the receipt and invoice will be emailed within 10 days of the close of the show.

**International Customers:** International customers must pay for all services in U.S. funds. A \$50 service charge will be added for processing checks or wire transfers drawn on foreign banks.

**U.S. Wire Transfers:** A \$30 service charge will be added for processing U.S. wire transfers. Please complete the wire transfer portion of the Payment Authorization form. The credit card portion of the form must still be completed before your order will be processed.

**Tax Exempt Status:** If you are tax exempt in the state where the show is held, a copy of the certificate must accompany your order.

**Rental Responsibility:** All materials are on a rental basis and shall remain the property of Expo CCI. The customer shall be held financially responsible for any damage to Expo CCI equipment used by the customer.

**Price Quotes:** Prices quoted are for the duration of the show and include installation, rental, and removal, except where indicated.

**Default Colors:** If skirting and carpet colors are not selected, show colors will prevail.

**Exchanges and Cancellations:** On-site exchanges and cancellations of any orders/furnishings will be assessed a 100% pick-up fee.

**Refunds:** A 6% processing fee will be added to all orders prior to refunding a credit balance of any type, all credits will be done post show.

**Expo CCI charges a 3% convenience fee for payments using a credit or debit card. This convenience fee is a charge in addition to the original transaction amount for the convenience of being able to use an alternate payment method. The fee will not apply to ACH and Wire payments and the same will be removed once processed. However, wire transfers must include an additional \$30.00 for domestic and \$50.00 for international bank fees.**

### DEFINITIONS AND EXPO RESPONSIBILITIES:

The name "Expo CCI" shall be construed within the meaning of this contract as Expo Convention Contractors and its employees, officers, agents and assigns including any subcontractors Expo CCI may appoint. The term "Exhibitor" refers to any party who contracts for services with Expo CCI. Expo CCI shall be responsible only for those services which it directly provides, and hereby agrees to execute its contracted duties in good faith. Expo CCI assumes no responsibility for any person, parties or other contracting firms not under Expo CCI's direct supervision and control. Expo CCI shall not be responsible for loss, delay or damage due to strikes, lockouts, work stoppages, natural elements, vandalism, acts of God, civil disturbances, power failures, acts of terrorism or war or any other causes beyond Expo CCI's reasonable control; or for ordinary wear and tear in the handling of materials. Due to the security and liability requirements, we do not allow POV's to unload at the docks. POV's may ground load only.

### INDEMNIFICATION:

The Exhibitor agrees to indemnify, forever hold harmless and defend Expo CCI and its employees, officers and agents from and against any and all claims, causes of action, fines, penalties, damages, liabilities, judgments and expenses on account of personal injury or death, damage to or loss of property or profits arising out of, or contributed to by any of the following: (1) Exhibitor's negligent supervision of any labor secured through Expo CCI or the negligent supervision of such labor by any of the Exhibitor's employees, agents, representative, invitees, and/or exhibitor appointed contractor (EAC); (2) Exhibitor's negligence, willful misconduct, or deliberate act, or such actions of Exhibitor's employees, agents, invitees, representatives, or EACs at the show to which this contract relates, including but not limited to the misuse, improper use, unauthorized alteration or negligent handling of Expo CCI equipment; or (3) Exhibitor's violation of Federal, State or local ordinance; or violation of show regulations and/or rules as published by the Facility and/or Show Management.

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## Terms and Conditions

### CLAIM(S) FOR LOSS AND PAYMENT FOR SERVICES:

Exhibitor agrees that any and all claims for loss or damage shall be submitted to Expo CCI prior to the conclusion of the show when alleged loss or damage occurred prior to that time and in all cases within 30 days of the conclusion of the show. For claim reporting purposes, the "conclusion" of the show shall be construed as the end of the day on which Exhibitor must vacate the show site. All claims reported after the 30-day period will be rejected. In no event shall a suit or action be brought against Expo CCI more than one year after the date that loss or damage occurred. Payment for services may not be withheld. In the event of any dispute between Expo CCI and the Exhibitor relative to any loss or damage claim, the Exhibitor shall not be entitled to, and shall not withhold payment for Expo CCI services as an offset against the amount of the alleged loss or damage. Any claim against Expo CCI shall be considered a separate transaction and shall be resolved on its own merit.

### EXPO CCI'S LIMITS OF LIABILITY:

If found liable for any loss or damage, Expo CCI's sole and maximum liability for loss or damage to Exhibitor's materials will be limited to the repair or replacement with like kind and quantity, subject to a dollar amount not to exceed \$5.00 (five dollars) per pound based on the weight of the articles for which Expo CCI specifically acknowledges receipt in writing. Expo CCI shall in no event be liable for collateral, exemplary, indirect costs or damages, or loss of sales resulting from, or related to, a claim for loss of or damage to material.

### 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 the Exhibitor or his representative. During such time, the materials will be left unattended. Expo CCI is not, and cannot be, responsible for loss, damage, theft, or disappearances of Exhibitor's materials after same have been delivered to the Exhibitor's booth. Similarly, there may be a lapse of time between the completion of packing and the actual pick up of Exhibitor's materials from the booth for loading onto a carrier. During such time, the materials will be left unattended. Expo CCI shall not be responsible for loss, damage, theft, or disappearance of Exhibitor's materials before same have been picked up for loading after the show. All materials will be checked at the booth at the time of loading using document(s) submitted by the Exhibitor and notations of exceptions to conditions of materials, or piece counts will be made on said document. Expo CCI assumes no responsibility for loss, damage, theft, or disappearance of Exhibitor's materials after same have been delivered to Exhibitor's appointed carrier or agent for transportation after the show. Expo CCI loads materials onto the carrier's truck under the supervision of the carrier driver who checks and signs for the materials. Expo CCI assumes no liability for any materials after the carrier assumes custody of materials. If Exhibitor's designated carrier fails to show by the move-out deadline after a show, Expo CCI shall have the authority to route Exhibitor's shipment via an alternate carrier, or return shipment to a local warehouse for disposition at Exhibitor's expense. Drivers picking up outbound shipments will be sequenced for loading ONLY after a bill of lading is submitted to the Expo CCI Service Desk.

### PACKAGING, CRATES AND EMPTY CONTAINERS:

Expo CCI shall not be responsible for surface damage to loose or uncrated materials, pad-wrapped, or shrink-wrapped materials. Expo CCI shall not be responsible for concealed damage, damage to carpets in bags or poly, or damage to materials improperly packed. Expo CCI shall not be responsible for crates and packaging unsuitable for handling, partially assembled, or having prior damage. Affixing "Empty" storage labels to containers is the sole responsibility of the Exhibitor or his representative. All previous labels should be removed. Expo CCI assumes no responsibility for removal or misdelivery of containers with old labels or incorrect information on labels or for loss or damage to materials stored in containers labeled "Empty".

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## Third Party Payment

**THIS FORM IS TO BE FILLED OUT ONLY IF YOU HAVE HIRED A THIRD PARTY TO SET UP YOUR BOOTH.**

### THIRD PARTY PAYMENT CONDITIONS

This form must be completed and signed by BOTH PARTIES and returned to Expo CCI prior to placing any orders. If there is any doubt which party is to be invoiced for a service, the exhibiting firm accepts responsibility for payment. The exhibiting firm is ultimately responsible for payment of all charges by show conclusion. If charges have been billed to the wrong party and Expo CCI was not provided with the completed Third Party Payment form prior to the order being placed, any refund must be settled between the exhibiting firm and third party.

**PLEASE INDICATE WHICH ITEMS/SERVICES ARE TO BE INVOICED TO THE THIRD PARTY:**

All Expo Services	Booth Labor	Booth Cleaning
Freight Handling	Shipping w/ eLogistics	Furniture/Carpet
Other (Specify)		

We understand and agree that we, the exhibiting firm, are ultimately responsible for payment of charges incurred. In the event the third party named below does not make payment, such charges will be presented to the exhibiting firm, and exhibiting firm will make payment to Expo CCI prior to the close of the show. [Signature required below.]

Authorized Firm Representative Signature:

We accept American Express, Visa, MasterCard and Discover Card for your convenience.  
A non-official contractor form and COI must accompany the Third Party Payment form.

### EXHIBITING COMPANY

Exhibiting Company: \_\_\_\_\_ Booth #: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Country: \_\_\_\_\_ Zip: \_\_\_\_\_

Email: \_\_\_\_\_ Contact/s: \_\_\_\_\_

Credit Card Used For Payment: No.: \_\_\_\_\_ Expires: \_\_\_\_\_

Security Code: \_\_\_\_\_ [The 3 numbers on back of card or for Amex the 4 numbers on the front]

Billing Address for credit card: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

Credit Card Holder (Print Name): \_\_\_\_\_ Card Holder Signature: \_\_\_\_\_

\*\*\*\*\*Cardholder hereby authorizes EXPO CCI to charge credit card described herein for all charges incurred by Exhibitor and has read, understands, and agrees to all forms in the Exhibitor manual and agrees to pay all charges as described in Cardholder Agreement. All estimated charges must be paid in ADVANCE, AND a valid credit card must be on file with EXPO CCI authorizing payment for modified and/or additional charges. All charges must be paid by end of Show. **On-site exchanges/cancellations of any orders/furnishings will be assessed a 100% pick-up fee.**

### THIRD PARTY

Third Party Company: \_\_\_\_\_ Booth #: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Country: \_\_\_\_\_ Zip: \_\_\_\_\_

Email: \_\_\_\_\_ Contact/s: \_\_\_\_\_

Credit Card Used For Payment: No.: \_\_\_\_\_ Expires: \_\_\_\_\_

Security Code: \_\_\_\_\_ [The 3 numbers on back of card or for Amex the 4 numbers on the front]

Billing Address for credit card: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

Credit Card Holder (Print Name): \_\_\_\_\_ Card Holder Signature: \_\_\_\_\_

\*\*\*\*\*Cardholder hereby authorizes EXPO CCI to charge credit card described herein for all charges incurred by Exhibitor and has read, understands, and agrees to all forms in the Exhibitor manual and agrees to pay all charges as described in Cardholder Agreement. All estimated charges must be paid in ADVANCE, AND a valid credit card must be on file with EXPO CCI authorizing payment for modified and/or additional charges. All charges must be paid by end of Show. **On-site exchanges/cancellations of any orders/furnishings will be assessed a 100% pick-up fee. A non-official contractor form and COI must accompany the third Party Payment form.**

ALL ORDERS MAY ALSO BE PLACED THROUGH OUR SECURE ONLINE PORTAL [\[https://expocci.boomerecommerce.com\]](https://expocci.boomerecommerce.com)

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## Hardwall Turnkey Booth Package



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| Fax: 305-751-1298

### Product Description

- Hardwall shell scheme on 3 sides (2 sides for a corner) - white color
- Carpet - tuxedo black color
- 1 wastebasket
- 1 square table and 2 side chairs - white color
- Company ID sign

The booth structure is an Octanorm system with aluminum frames and PVC panels. Each 3m wall includes three 1m panels. The panels are 1/8" thick and may NOT be damaged by holes, tape or in any other way. Exhibitors may place their own graphics/decor on the walls; however, the walls must be returned in the same condition as they were received, or damage fees will apply.

Expo CCI offers graphic services along with shelves and racks for the hardwall panels.

### Graphic Dimensions

3M Header	115 15/16' W x 10" H
1M Panel	37 15/16" W x 91" H

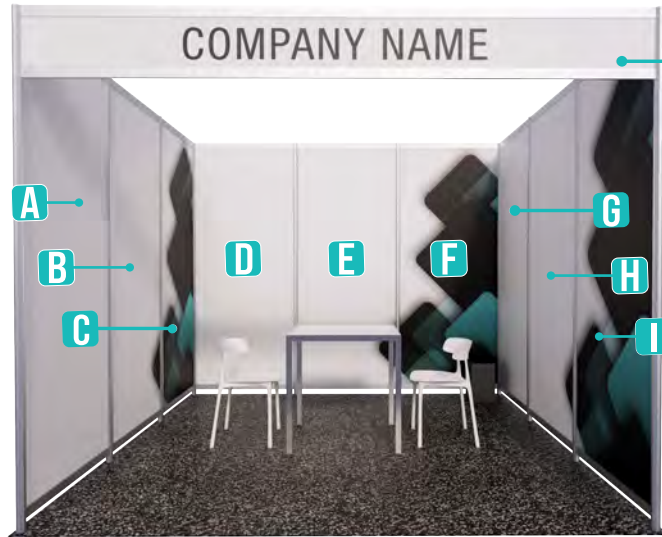
Please return along with payment policy form via email to [info@expocci.com](mailto:info@expocci.com) or via fax 305-751-1298.

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# Hardwall Graphic Panel **UPGRADE**



Choose Panels to Be Printed

- A
- B
- C
- D
- E
- F
- G
- H
- I
- J

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to download template

Discount deadline:  
August 1, 2025

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## Printed panels order (labor included)

Qty	Advance Price deadline: August 1, 2025	Standard Price deadline: August 15, 2025
	\$ 455.50	\$ 592.50
1 meter Panel Graphic		
Size	37 15/16"W x 91"H	
Headers Qty	Advance Price each deadline: August 1, 2025	Standard Price each deadline: August 15, 2025
	\$ 150.00	\$ 190.00
Size	115 15/16"W x 10"H	

*This rate is for shell scheme graphic panel upgrade only, see Graphics page for standard graphic rates.*

Amount	
7% TAX	
Amount Due	

- Send the files to print in one of these formats: EPS, PDF, TIFF, JPEG (300 dpi /High Quality).
- Send Graphic Files to [designanddisplay@expocci.com](mailto:designanddisplay@expocci.com). You may send large files via <https://expocci.wetransfer.com/> (Make sure to specify The Show and Exhibitor's name)
- Deadline to receive graphic files with advance price is **August 1, 2025**. Graphics received after **August 15, 2025** are subject to **\$150 Rush Fee**.
- All orders must be paid in full prior to show. All unpaid items will not be delivered.

Company Name:

Booth #:

Contact Name:

Email:

Phone:

Please return along with payment policy form via email to [info@expocci.com](mailto:info@expocci.com) or via fax 305-751-1298.

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## Hardwall Graphic Overlay **FLUSH FITTING**

Discount deadline:  
August 1, 2025

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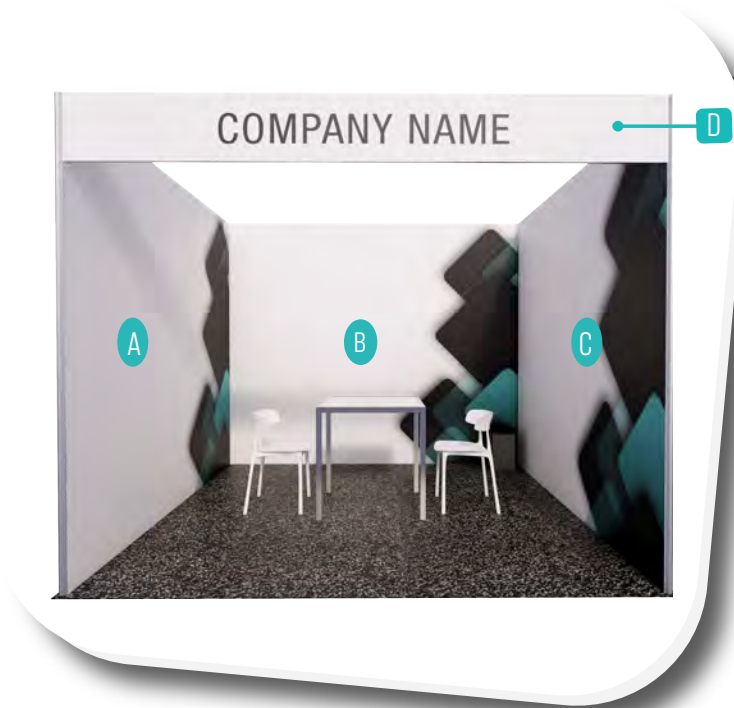


click here

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Choose Panels to Be Printed

- A
- B
- C
- D

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### Printed panels order (labor included)

Qty	Advance Price deadline: August 1, 2025	Standard Price deadline: August 15, 2025
	\$ 1,482.00	\$ 1,927.00
Back wall/ Side wall		
Size	115 7/16"W x 96"H	
Headers Qty	Advance Price each deadline: August 1, 2025	Standard Price each deadline: August 15, 2025
	\$ 215.00	\$ 269.00
Size	115 7/16"W x 13"H	

*This rate is for shell scheme graphic overlay flush fitting upgrade only, see Graphics page for standard graphic rates.*

Amount	
7% TAX	
Amount Due	

- Send the files to print in one of these formats: EPS, PDF, TIFF, JPEG (300 dpi /High Quality).
- Send Graphic Files to [designanddisplay@expocci.com](mailto:designanddisplay@expocci.com). You may send large files via <https://expocci.wetransfer.com/> (Make sure to specify The Show and Exhibitor's name)
- Deadline to receive graphic files with advance price is **August 1, 2025**. Graphics received after **August 15, 2025** are subject to **\$150 Rush Fee**.
- All orders must be paid in full prior to show. All unpaid items will not be delivered.

Company Name:

Booth #:

Contact Name:

Email:

Phone:

Fax:

Please return along with payment policy form via email to [info@expocci.com](mailto:info@expocci.com) or via fax 305-751-1298.

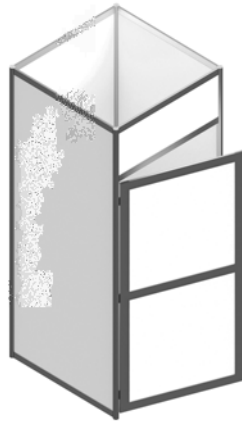
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## Storage Closets

(The discounted deadline to receive orders, payments, and ready-to-print graphics is August 1, 2025  
The standard pricing deadline for orders, payments, and ready-to-print graphics is August 15, 2025. Orders placed after that date will incur a 30% late fee.

If you are placing an order for Storage Closets and also ordering graphics, please contact [designanddisplay@expocci.com](mailto:designanddisplay@expocci.com)

### 1m x 1m STORAGE CLOSET

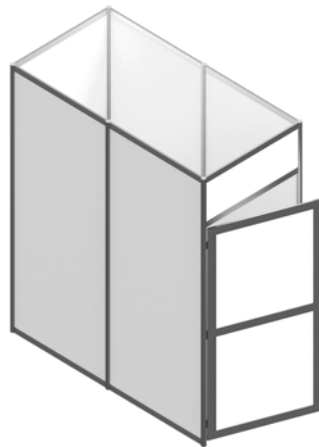


Qty	Advance Price	Standard Price
	\$ 955.00	\$ 1,241.50
Octanorm Structure with Lockable Door (with White PVC)		

\*Only for hard walls

Amount	<input type="text"/>
--------	----------------------

### 1m x 2m STORAGE CLOSET



Qty	Advance Price	Standard Price
	\$ 1,910.00	\$ 2,483.00
Octanorm Structure with Lockable Door (with White PVC)		

\*Only for hard walls

Amount	<input type="text"/>
--------	----------------------

Custom Units	<input type="text"/>
Accessories	<input type="text"/>

Amount	<input type="text"/>
7% TAX	<input type="text"/>
Amount Due	<input type="text"/>

If you are placing an order for Storage Closets and also ordering graphics, please contact [designanddisplay@expocci.com](mailto:designanddisplay@expocci.com)

### Payment Policy form must be submitted along with this form

Exhibitor:	Contact name:	Booth #:
Address:		
City:	State:	Zip:
Phone:		Country:
	Email:	

Please return along with payment policy via email to [info@expocci.com](mailto:info@expocci.com) or via fax 305-751-1298.

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Discount deadline:  
August 1, 2025

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## Tables

PLEASE CHECK COLOR CHOICE

### Draped Table

	Qty	Advance Price	Standard Price
2' x 4' - 30" H		\$ 156.50	\$ 203.50
2' x 6' - 30" H		\$ 172.50	\$ 224.50
2' x 8' - 30" H		\$ 205.50	\$ 267.50
2' x 4' - 42" H		\$ 222.00	\$ 288.50
2' x 6' - 42" H		\$ 238.50	\$ 310.00
2' x 8' - 42" H		\$ 271.50	\$ 332.50
4th sided skirt 30"		\$ 60.50	\$ 78.50
4th sided skirt 42"		\$ 60.50	\$ 78.50

Amount  If no drape color is selected, the show color will be provided.

- White
- Grey
- Black
- Red
- Blue
- Teal
- Gold
- Peach
- Burgundy

### Undraped Table

	Qty	Advance Price	Standard Price
2' x 4' - 30" H		\$ 117.50	\$ 152.50
2' x 6' - 30" H		\$ 129.50	\$ 168.50
2' x 8' - 30" H		\$ 154.50	\$ 200.50
2' x 4' - 42" H		\$ 166.50	\$ 216.50
2' x 6' - 42" H		\$ 178.50	\$ 232.50
2' x 8' - 42" H		\$ 203.00	\$ 263.50

Amount

### 30" Round Table

30" L x 30" W x 30" H or 42" H			
	Qty	Advance Price	Standard Price
30" High		\$ 201.50	\$ 262.00
42" High		\$ 231.00	\$ 300.50

Amount

### Chrome Square Table

29 1/2" L x 29 1/2" W x 30" H		
Qty	Advance Price	Standard Price
	\$ 184.00	\$ 239.00

Amount

### Glass Table

33 1/2" L x 53 1/8" W x 29 1/8" H		
Qty	Advance Price	Standard Price
	\$ 328.00	\$ 426.50

Amount

### Charging Table

23" L x 58 7/8" W x 41 1/2" H		
Qty	Advance Price	Standard Price
	\$ 982.50	\$ 1,277.50

Amount

Company Name:  
Booth #:

Amount
7% TAX
Amount Due

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## Chairs and Stools



### Black Side Chair

17 1/2" L x 20 1/2" W x 30 1/8" H		
Qty	Advance Price	Standard Price
	\$ 92.50	\$ 120.00

Amount



### White Side Chair

18 15/16" L x 18 1/8" W x 27 7/8" H		
Qty	Advance Price	Standard Price
	\$ 132.50	\$ 172.50

Amount

Discount deadline:  
August 29, 2025



### Clear Chair

14 13/16" L x 20 1/4" W x 35 7/32" H		
Qty	Advance Price	Standard Price
	\$ 191.50	\$ 248.50


Amount



### Light Gray Wood Stool

16 3/4" L x 17 5/8" W x 39 3/16" H		
Qty	Advance Price	Standard Price
	\$ 191.50	\$ 248.50


Amount



### White Folding Chair

17 5/16" L x 19 1/16" W x 30 3/32" H		
Qty	Advance Price	Standard Price
	\$ 92.50	\$ 120.00

Amount



### White Stool with Back

15 1/64" L x 16 3/8" W x 36 3/4" H		
Qty	Advance Price	Standard Price
	\$ 220.00	\$ 286.00

\*adjustable to 30" H or 42" H

Amount



### Light Gray Lounge Chair

23" L X 21" W X 32" H		
Qty	Advance Price	Standard Price
	\$ 296.50	\$ 385.50

Amount



### Black Stool with Back

17 9/16" L x 21 5/8" W x 45 1/8" H		
Qty	Advance Price	Standard Price
	\$ 167.00	\$ 217.00

Amount

Company Name:  
Booth #:

Amount
7% TAX
Amount Due

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## Flooring

The Hardwall Booth Packages include tuxedo black carpet. Basic (Raw) Booth Packages do not include carpet. Exhibitors with a Basic Booth Package are required to bring their own floor covering or rent it from Expo CCI. Exhibitors with Turnkey Booth Packages may change their carpet type and color at their own expense.

Booth Dimensions (ft.)	(Ft.) LENGTH X WIDTH = Sq. Ft.
What is your booth size?	X =

### Wood Vinyl

SELECT WOOD VINYL

EXPO WOOD VINYL				
Qty	Item	Advance Price	Standard Price	Total Price
	10' x 10'	\$ 566.00	\$ 735.50	
	10' x 20'	\$ 1,131.50	\$ 1,471.00	
	10' x 30'	\$ 1,697.50	\$ 2,206.50	
	10' x 40'	\$ 2,263.00	\$ 2,942.00	

Medium Oak Wood

Silver Wood



### Carpets

SELECT CARPET COLOR

Red

Burgundy

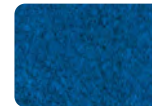
Black

Grey

Blue

Black Tuxedo

Blue Tuxedo



EXPO CLASSIC CARPET				
Qty	Item	Advance Price	Standard Price	Total Price
	10' x 10'	\$ 147.50	\$ 191.50	
	10' x 20'	\$ 304.50	\$ 395.50	
	10' x 30'	\$ 451.00	\$ 586.50	
	10' x 40'	\$ 589.50	\$ 766.50	

EXPO CUSTOM CUT FLOORING			
BOOTH SIZE: LENGTH X WIDTH = Sq. Ft. X =	Advance Price	Standard Price	Total Price
Do you want Expo Classic Carpet?	\$ 4.90	\$ 6.40	
Do you want Expo Plush Carpet?	\$ 6.40	\$ 8.30	
Do you want Expo Vinyl?	\$ 9.00	\$ 11.50	

### Padding and Visqueen

Sq. Ft.	Item	Advance Price	Standard Price	Total Price
	1/2" Padding	\$ 1.40	\$ 1.80	
	1" Padding	\$ 1.95	\$ 2.50	
	Visqueen	\$ 0.85	\$ 1.10	

Company Name:

Booth #:

Amount	
7% TAX	
Amount Due	

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**Accessories** All Hardwall booth packages include a wastebasket.




Sign Holder			
66" H - Graphic Size 22" W x 28" H			
	Qty	Advance Price	Standard Price
NO Graphic		\$ 143.00	\$ 186.00
Single Graphic		\$ 193.50	\$ 251.50
Double Graphic		\$ 244.50	\$ 318.50

Amount




Floor Easel		
65" H		
Qty	Advance Price	Standard Price
	\$ 39.50	\$ 60.00

Amount




Adjustable Arm Rack		
16" W x 47 11/16" H		
Qty	Advance Price	Standard Price
	\$ 78.50	\$ 102.00

Amount



2 Way Waterfall Rack		
30" W x 53 5/16" H		
Qty	Advance Price	Standard Price
	\$ 98.50	\$ 128.50

Amount



Mini Refrigerator		
20" L x 20" W x 34" H		
Qty	Advance Price	Standard Price
	\$ 388.00	\$ 504.50

\*Electricity not included

Amount



Black Retractable Rope Stanchions		
39 1/2" H - 10 ft. Rope		
Qty	Advance Price	Standard Price
	\$ 58.50	\$ 76.50

\*Minimum order of 2

Amount



Wastebasket		
14" L x 10" W x 15" H		
Qty	Advance Price	Standard Price
	\$ 43.00	\$ 55.50

Amount

Company Name:  
Booth #:

Amount
7% TAX
Amount Due

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Accessories

Discount deadline:  
August 29, 2025

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**Arm Light with Bulb**

43/8" L x 22" W x 17 1/2" H			
	Qty	Advance Price	Standard Price
BLACK		\$ 81.00	\$ 105.50
WHITE		\$ 90.00	\$ 117.50

\*Electricity not included (25 watts or 0.25 amps per arm light)  
\*Only for hard wall structures.

Amount




**White Shelves**

12" W			
	Qty	Advance Price	Standard Price
1 Meter		\$ 59.50	\$ 77.50
2 Meter		\$ 88.00	\$ 114.50
3 Meter		\$ 121.50	\$ 157.50

\*Please send layout and heights.  
\*Only for hard wall structures.

Amount

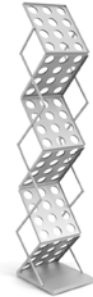


**4' Track Lights with Two Cans**

72" L x 6 1/2" W x 9 11/16" H			
	Qty	Advance Price	Standard Price
Track		\$ 310.00	\$ 403.00
Additional Can		\$ 125.00	\$ 179.00

\*Electricity not included (25 watts or 0.25 amps per can).  
Max 4 cans per track.  
\*Only for hard wall structures.


Amount



**Literature Rack**

15" L x 11" W x 60" H		
Qty	Advance Price	Standard Price
	\$ 232.50	\$ 302.50

Amount




**White Shelving Unit**

46 1/2" L x 13 3/4" W x 76" H		
Qty	Advance Price	Standard Price
	\$ 731.50	\$ 950.50

\*Space in between shelves 14 1/4".

Amount



**Pegboard Panel**

	Qty	Advance Price	Standard Price
2' x 8' V&H		\$ 214.50	\$ 279.00
4' x 8' V&H		\$ 286.50	\$ 372.50

\*Weight limit approx. 100 lbs.  
\*For information and rates about Hooks, please contact us at [info@expocci.com](mailto:info@expocci.com)

Amount

Company Name:  
Booth #:

Amount	<input type="text"/>
7% TAX	<input type="text"/>
Amount Due	<input type="text"/>

Please return along with payment policy form via email to [info@expocci.com](mailto:info@expocci.com) or via fax 305-751-1298.

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## Cabinets

**(The deadline to receive orders, payments, and ready-to-print cabinet graphics at a discounted price is August 29, 2025)**

Discount deadline:  
August 29, 2025

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**e**LOGISTICS

click here


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Phone: 305-751-1234


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1 meter Cabinet with Sliding Doors & Lock			
40 9/16" L X 21 1/16" W X 39" H			
	Qty	Advance Price	Standard Price
Front graphic		\$ 457.50	\$ 594.50
WHITE		\$ 351.00	\$ 456.50
Graphic Size	37 15/16" W x 35 7/8" H		
Amount <input type="text"/>			




2 meter Curved Cabinet with Sliding Doors & Lock			
79 5/8" L X 37 1/16" W X 39" H			
	Qty	Advance Price	Standard Price
Front graphic		\$ 678.50	\$ 882.00
WHITE		\$ 477.00	\$ 620.00
Graphic Size	85 5/8" W x 35 7/8" H		
Amount <input type="text"/>			



1 meter Curved Cabinet with Sliding Doors & Lock			
40 9/16" L X 29" W X 39" H			
	Qty	Advance Price	Standard Price
Front graphic		\$ 513.00	\$ 667.00
WHITE		\$ 394.50	\$ 512.50
Graphic Size	42 1/4" W x 35 7/8" H		
Amount <input type="text"/>			

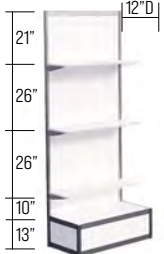


2 meter Curved Corner Cabinet with Sliding Doors & Lock			
79 5/8" L X 21 1/16" W X 39" H			
	Qty	Advance Price	Standard Price
Graphic		\$ 689.00	\$ 895.50
WHITE		\$ 477.00	\$ 620.50
Graphic Size	Front: 37 15/16" W x 35 7/8" H Both Sides: 29 5/8" W x 35 7/8" H		
Amount <input type="text"/>			




1 meter Wood Cabinet with Doors & Lock			
39 1/8" L X 17 3/16" W X 39 1/8" H			
	Qty	Advance Price	Standard Price
Front graphic		\$ 526.50	\$ 684.50
WHITE		\$ 404.00	\$ 525.50
Graphic Size	39 1/8" W x 38 1/2" H		
Amount <input type="text"/>			

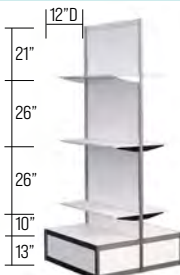
## Gondolas



1 meter Gondola Single Sided with 3 Shelves			
40 9/16" L X 21 1/16" W X 96 1/32" H			
Shelves	Qty	Advance Price	Standard Price
Straight		\$ 406.00	\$ 527.00
Angled		\$ 469.00	\$ 610.00
Amount <input type="text"/>			



2 meter Cabinet with Sliding Doors & Lock			
79 5/8" L X 21 1/16" W X 39" H			
	Qty	Advance Price	Standard Price
Front graphic		\$ 653.00	\$ 849.00
WHITE		\$ 450.50	\$ 585.50
Graphic Size	77" W x 35 7/8" H		
Amount <input type="text"/>			



1 meter Gondola Double Sided with 6 Shelves			
40 9/16" L X 40 9/16" W X 96 1/32" H			
Shelves	Qty	Advance Price	Standard Price
Straight		\$ 508.00	\$ 660.00
Angled		\$ 609.00	\$ 791.50
Amount <input type="text"/>			

*Prices for Side Graphics on cabinets are additional.	Qty	Advance Price	Standard Price
		\$ 53.00	\$ 69.00
		Graphic Size 18 1/2" W x 35 7/8" H	

Amount <input type="text"/>
7% TAX
Amount Due <input type="text"/>

Company Name:

Booth #:

Please return along with payment policy form via email to [info@expocci.com](mailto:info@expocci.com) or via fax 305-751-1298.

Please submit graphics to - [designanddisplay@expocci.com](mailto:designanddisplay@expocci.com) - Specifying the SHOW NAME AND COMPANY NAME.

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## Showcases


\*Electricity not included.



### Solid Wall Case

	Qty	Advance Price	Standard Price
WHITE		\$ 864.50	\$ 1,124.00
BLACK		\$ 864.50	\$ 1,124.00
Size	18" L x 70" W x 84" H		

Amount



### See Thru Wall Case

	Qty	Advance Price	Standard Price
WHITE		\$ 888.50	\$ 1,155.50
BLACK		\$ 888.50	\$ 1,155.50
Size	18" L x 70" W x 84" H		

Amount




### Classic Black Showcase

	Qty	Advance Price	Standard Price
4 Feet		\$ 556.50	\$ 723.50
5 Feet		\$ 556.50	\$ 723.50
6 Feet		\$ 556.50	\$ 723.50
Size	20" L x 42" H		

Select view Half Quarter


Amount



### Tower Case TCS1639

	Qty	Advance Price	Standard Price
GREY		\$ 757.50	\$ 985.00
BLACK		\$ 757.50	\$ 985.00
Size	16" L x 39" W x 79" H		

Amount




### Standard Showcase

	Qty	Advance Price	Standard Price
4 Feet		\$ 669.50	\$ 870.50
5 Feet		\$ 669.50	\$ 870.50
6 Feet		\$ 669.50	\$ 870.50
Size	20" L x 38" H		

Select Color WHITE BLACK

Select view Full Half Quarter


Amount



### Tower Case TCS1651

	Qty	Advance Price	Standard Price
GREY		\$ 888.50	\$ 1,155.50
BLACK		\$ 888.50	\$ 1,155.50
Size	20" L x 68" W x 84" H		

Amount




### Elite Showcase

	Qty	Advance Price	Standard Price
4 Feet		\$ 708.50	\$ 921.50
5 Feet		\$ 708.50	\$ 921.50
6 Feet		\$ 708.50	\$ 921.50
Size	20" L x 41 15/16" H		

Select Color WHITE BLACK

Select view Full Half Quarter

Amount



### Standard 2020

	Qty	Advance Price	Standard Price
LIGHT GREY		\$ 733.50	\$ 954.00
BLACK		\$ 733.50	\$ 954.00
Size	20" L x 20" W x 79" H		

Amount

Company Name:  
Booth #:

Amount	<input style="width: 80%;" type="text"/>
7% TAX	<input style="width: 80%;" type="text"/>
Amount Due	<input style="width: 80%;" type="text"/>

Please return along with payment policy form via email to [info@expocci.com](mailto:info@expocci.com) or via fax 305-751-1298.

ALL ORDERS MAY ALSO BE PLACED THROUGH OUR SECURE ONLINE PORTAL <https://expocci.boomerecommerce.com>

Discount deadline:  
August 29, 2025

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## Graphics

(The deadline to receive orders, payments, and ready-to-print graphics at a discounted price is August 1, 2025)




Pull up Banner		
Qty	Advance Price	Standard Price
	\$ 501.50	\$ 651.50
Graphic Size 33 1/2" W x 80" H		
Amount <input type="text"/>		




1 meter B-Matrix Panel with Graphic on PVC		
Qty	Advance Price	Standard Price
	\$ 675.00	\$ 877.50
Graphic Size 38 3/4" W x 94 7/8" H		
*Frame Included		
Amount <input type="text"/>		

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to download template



2 meter B-Matrix with Graphic on PVC		
Qty	Advance Price	Standard Price
	\$ 1,361.50	\$ 1,769.50
Overall Graphic Size 78 1/9" W x 94 7/8" H		
*Frame Included		
Amount <input type="text"/>		

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3 meter B-Matrix with Graphic on PVC		
Qty	Advance Price	Standard Price
	\$ 2,036.50	\$ 2,648.00
Overall Graphic Size 117 3/17" W x 94 7/8" H		
*Frame Included		
Amount <input type="text"/>		

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Printing Price Per SQ-FT for any custom size is **\$ 19.00** + labor if applicable

All custom size orders made after discount deadline will incur a 30% late fee

- Send the files to print in one of these formats: EPS, PDF, TIFF, JPEG (High Quality).
- Convert all fonts to outlines.
- Send graphic files ready to print to [designanddisplay@expocci.com](mailto:designanddisplay@expocci.com)
- The pricing above applies for PVC, Foamboard and Banner.
- Fabric and custom cut to be quoted.

Company Name:  
Booth #:

Amount	<input type="text"/>
7% TAX	<input type="text"/>
Amount Due	<input type="text"/>

Please return along with payment policy form via email to [info@expocci.com](mailto:info@expocci.com) or via fax 305-751-1298.

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August 1, 2025

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designanddisplay@expocci.com

☎ **PHONE #**  
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MORE ABOUT US  
AND OUR WORK



[/expocci.com/custom-exhibits/](https://expocci.com/custom-exhibits/)

- Custom-tailored services and solutions
- Extreme attention to detail
  - Extensive knowledge of local venues
  - Excellent relationships with venues and Labor Unions
  - We service trade shows of all sizes, nationwide
  - Competitive pricing

**expo**  
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# SHIPPING SERVICES

FOR ALL YOUR TRADESHOW NEEDS



## OUR PREFERRED CARRIER

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ARE YOU SHIPPING TO  or FROM  A TRADESHOW ?

If shipping to a show, we cannot guarantee a specific one day delivery, we recommend only shipping to the ADVANCE WAREHOUSE

### CONTACT INFO

COMPANY NAME		
CONTACT NAME	1	2
PHONE NUMBER	1	2
E-MAIL	1	2
SHOW NAME		
PICK-UP ADDRESS		
BUSINESS HOURS		

Our service is a 7-10 business day ground shipping service only, MONDAY - FRIDAY

### INSTRUCTIONS

Please fill out this area of the form to the best of your knowledge in regards to your company's pick-up/destination address. This section does not pertain to the tradeshow advance or direct shipping address.

Is there a Loading Dock?  YES  NO

Residential Area?  YES  NO

Does the driver need to go in the Building?  YES  NO

Does the driver need to go in elevator?  YES  NO

PICK-UP LOCATION  Office  Dock  Other

High Cost Delivery Areas: NYC - Special Rates May Apply CA - Surcharge Applies

### PICK-UP DATE

DATE SHIPMENT MUST ARRIVE AT DESTINATION

NUMBER OF PIECES

TYPE OF SHIPMENT  Pallet / Skid  Fiber Case  Carton  Crate  Other

Dimensions  Aprox. Weight

### DESTINATION ADDRESS

SHOW NAME  BOOTH #

COMPANY NAME

ADDRESS

SIGNATURE

The rate quoted is an estimate only and the final charges will be billed upon receipt of freight at your destination. Additional charges will incur due to weight difference and/or delivery issues, such as no loading dock, truck with lift gate needed, inside delivery, stairs/elevator. delivery, redeliver/pick-up.

SHIPPING TO,  
AND FROM YOUR TRADESHOW  
MADE EFFORTLESS

305.751.1234 | [elogsitics@expocci.com](mailto:elogsitics@expocci.com)

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## Material Handling Authorization

**(This Form Must Be Signed and Returned with the Shipping Instructions)**

**Please complete the following information:**

We plan to ship to:  Advance Warehouse  Direct to Show Site  
 We plan to ship on (date): \_\_\_\_\_  
 Our material should arrive on (date): \_\_\_\_\_  
 Carrier name: \_\_\_\_\_ Pro#: \_\_\_\_\_  
 Origin shipment (City, state): \_\_\_\_\_  
 Please provide a contact name and number for any questions EXPO CCI may have in regards to this shipment.  
 Name: \_\_\_\_\_ Phone: \_\_\_\_\_

**Please indicate number of pieces and the estimated weight**

# of pieces	Description	Weight
	Crates	
	Cartons	
	Fiber Cases	
	Carpet/Padding	
	Skids/Pallets	
	Miscellaneous	

Total weight:   
**100 pound minimum charge per shipment**  
**For late or special handling charges**

### Advance Shipment

Independent Hotel Show Miami  
**Your Company Name and Booth #**  
 Expo Convention Contractors, Inc.  
 15959 NW 15th Avenue  
 Miami, FL 33169

**Deadline Date is:** **September 8, 2025**

Shipments received after this date will incur a late fee of \$0.30 per pound, with a minimum charge of 100 pounds.

### Direct Shipment

Independent Hotel Show Miami  
**Your Company Name and Booth #**  
 Expo Convention Contractors, Inc.  
 c/o Miami Beach Convention Center  
 1901 Convention Center Drive, Hall D  
 Miami Beach, FL 33139

**Will not be accepted prior to:** **September 15, 2025**

Shipments received before this date will incur a late fee of \$0.33 per pound, with a minimum charge of 100 pounds.

Advance Material Handling Services include:  
 Unloading crated material.  
 Storing at EXPO CCI's warehouse for up to 30 days.  
 Unloading materials and delivery to your booth  
 Removing of empty shipping containers from your booth, storing during show, returning at close of show.  
 Reloading materials onto outbound transportation.

Direct Material Handling Services include:  
 Unloading materials when received and delivery to your booth  
 Removing of empty shipping containers from your booth, storing during show, returning at close of show.  
 Reloading materials onto outbound transportation.

**EXPO CCI Warehouse Hours are:**  
**Monday through Friday; 8:30am to 3:30pm.**  
**Holidays excluded.**

**Late/Early Surcharge Fees and/or Special Handling May Apply Based on Inbound Weight:**  
 Exhibitors who send shipments to the Advance Warehouse after the deadline date of September, 8, 2025, will incur a surcharge fee.  
 Exhibitors who send shipments (directly to the Show Site/Convention Center) before September 15, 2025, will incur an Early Surcharge Fee.  
 Shipments requiring special handling for reasons including, but not limited to, length, width or height are handled on a time and material basis.

For credit card payments, please complete the payment authorization form. Any additional charges will be invoiced at show site and are subject to change pending move-in/move-out schedule.

Single pieces weighing more than 5,000 pounds CANNOT be accepted at the warehouse. Loose, easily damaged, uncrated or blanket-wrapped shipments should be shipped directly to the show site.

EXPO CCI is **not responsible** for any damage or loss of your freight. Please secure roundtrip insurance coverage from your company insurance carrier. If you have any questions about material handling, please contact EXPO CCI's Exhibitor Service department.

**Please complete the following and return to EXPO CCI along with the Shipping Instructions form:**

Company Name: \_\_\_\_\_ Booth # \_\_\_\_\_  
 Contact Name: \_\_\_\_\_ Email: \_\_\_\_\_  
 Authorized Signature: \_\_\_\_\_

Signature also indicates you read and accept the Payment Policy and Terms and Conditions, signed and returned to EXPO CCI. Payment Authorization must be completed and returned with Material Handling worksheet. Other charges may apply, please review Material Handling Information form INCLUDED in this Manual.

Please return along with payment policy form via email to [info@expocci.com](mailto:info@expocci.com) or via fax 305-751-1298.

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# Shipping Instructions

(This Form Must Be Signed and Returned with the Material Handling Authorization)

ALL SHIPMENTS MUST ARRIVE PRE-PAID

USE OUR IN-HOUSE PREFERRED CARRIER FOR ALL YOUR SHIPPING NEEDS



MAKE SHIPPING TO AND FROM YOUR TRADESHOW EFFORTLESS

If shipping to a show, we cannot guarantee a specific one day delivery, we recommend only shipping to the ADVANCE WAREHOUSE.

Email [elogistics@expocci.com](mailto:elogistics@expocci.com) for a preliminary shipping quote, all of the following is needed:
-Company Name, Contact Name/Phone Number, Show Name/Booth #, Pick-up Address Destination Address, City, State, Zip.
-Approximate Weight, Number of Pieces, Type of Pieces in Shipment, i.e., skid, carton, crate, dimensions, business hours.
-Is there a Loading Dock, does driver have to go in building and/or elevator or residential area.
We will respond with a preliminary quote based on estimated weight and above information within 24 hours when requested Sunday-Thursday. Our service is ground 7-10 business day shipping only.

Please Note: Exhibitors are welcome to utilize their own carriers for their shipment.

## SHIPPING INSTRUCTIONS PRIOR TO SHOW (Payment Must be on file when received for Material Handling Charges)

- 1. Expo CCI MUST have a credit card on file or the shipments will be held until one is received. If no payment is on file, this may delay the delivery of your materials to your booth and setup.
2. Shipments must be consigned to Expo CCI. The hotel and/or convention site do not have the facilities to receive such shipments and they will be refused.
3. All shipments must be properly labeled and addressed to the warehouse or facility.
4. All shipments requiring special handling for reasons including, but not limited to, length, width or height, are handled on a time and material basis.
5. Expo CCI, as the Official Drayage Contractor, has control over all freight docks, doors, elevators, and crate storage areas.
6. Remove all expired shipping labels before shipping to avoid confusion.
7. Collect shipments are not accepted and will be refused upon delivery.

## SHIPPING INSTRUCTIONS AT CLOSE OF CONVENTION (You MUST fill out a BOL at show site or request a pre-printed BOL)

- 1. You must fill out a Bill of Lading at the Expo Service Desk at the close of the show or request a pre-printed Bill of Lading at least one week prior to show open. We will not turn over materials to your carrier without a Bill of Lading.
2. Your account must have a zero balance and we must have payment on file for any outbound handling charges or your freight will not be turned over to your carrier. Outbound handling charges, i.e. Special handling, return to warehouse, reroute shipping charges, etc.
3. If your freight carrier does not check-in on time, your freight will be rerouted through our preferred carrier eLogistics and shipping charges will apply. If available and chosen on the Bill of Lading, freight may be returned to our warehouse at an additional charge for your carrier to pick up at a later date.
4. Exhibits left without a Bill of Lading filled out will be forced through our house carrier eLogistics and will be returned to our warehouse and held for disposition at an additional charge. Expo CCI is not responsible for condition, count or content until such time exhibits or materials are picked up for removal after the exhibition's close.
5. Exhibitor routing of outbound shipments is honored when possible. However, we reserve the right to reroute as necessary. All outbound shipments must be tendered with a Bill of Lading turned into the service desk at show site. In the event the designated carrier fails to pick up by a specified time, Expo CCI will reroute said shipments.

## INSURANCE

Expo CCI is not responsible for the count or content of material after it has been placed in the exhibit areas. Exhibitor agrees to hold harmless Expo CCI from responsibility for concealed and/or apparent damage to uncrated and or unskidded exhibit material. Please make certain all materials are properly insured against "ALL RISK" from the time your materials leave your facility until they are returned back to your facility after the show. All materials should be properly insured against fire, theft and all hazards while in transit to and from your booth and for the exhibition's duration and picked up for removal after the exhibition's close.

Please provide shipping instructions for post show. Acceptance of all terms and conditions hereby stated

Company name: Booth #:
Address:
Attention: Phone: Fax:
City: State: Zip code:
Authorized by (please print): Title:
Signature: Convention/Tradeshow:

To ensure orderly processing of material handling requirements, it is absolutely essential that this form be READ, COMPLETED AND SIGNED by an organization officer.

Please return along with payment policy form via email to info@expocci.com or via fax 305-751-1298.

ALL ORDERS MAY ALSO BE PLACED THROUGH OUR SECURE ONLINE PORTAL (https://expocci.boomerecommerce.com)





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# Material Handling Q & A

## Questions and Answers

### What is material handling (also referred to as drayage)?

Material handling is the process of unloading your freight from your shipping carrier, either at the warehouse or show site, delivering it to your booth, storing your empty containers (empties) if required, returning of your empties at the close of show, and then reloading your freight back onto your shipping carrier.

### What is the definition of "freight"?

Any exhibit materials that are shipped or delivered to the advance warehouse or show facility via shipping carrier, POV, or delivery truck.

### What is a "certified weight ticket"?

A printed weight ticket from a scale certified or inspected by a government authority such as the Dept. of Agriculture, indicating the date weighed, the weight of the shipment and the vehicle ID of the unit being weighed.

### What is the difference between material handling and shipping?

Shipping is the process of carrying your shipment from your location or pick-up area to its destination and also the process of returning your shipment back to your location after the close of the show. Material handling begins at the time your shipment arrives to the docks (please refer to 'What is material handling?' for the full definition.)

### Do I need to order a forklift to unload or reload my freight?

No, please do not order a forklift for unloading/reloading of your materials.

### What does CWT mean?

CWT is an acronym for Century Weight, therefore it means 100 lbs.

## Important Facts About Advance Shipments

All shipments that are addressed to the advance warehouse address (please refer to "Advance Warehouse" shipping labels included in this manual).

EXPO CCI will begin accepting your shipments 30 days prior to first show open day (date may vary depending on show schedule).

The warehouse will receive shipments Monday-Friday, 8:30am - 3:30pm, excluding holidays.

Shipments must arrive by advance warehouse deadline date to avoid a late surcharge. (Please refer to the "Show Information" page included with this manual for deadline date.)

Crates, cartons, skids, fibercases and carpets can be accepted at the warehouse, but DO NOT ship crates weighing over 5,000 lbs., loose/uncrated shipments and/or machinery to warehouse. You must ship those items direct to show site.

All shipments must have a bill of lading or delivery slip indicating number of pieces and weight. Certified weight tickets required.

All shipments must be prepaid, no collect on delivery shipments will be accepted.

## Crated - Uncrated - Special Handling

### What are CRATED materials?

Materials delivered that are skidded or in a container that can easily be unloaded/ reloaded with no special handling required.

### What are UNCRATED materials?

Materials delivered that are loose, pad-wrapped or unskidded without proper lifting bars and/or hooks.

### What is SPECIAL HANDLING?

Shipments delivered that require extra labor for stacking or unstacking containers on a truck (cubic loading), tarping or untarping freight o containers, or rigging pieces for loading or unloading on a truck or from the ground, or other circumstances requiring the rehandling of materials.

## Important Facts About Direct Shipments

### What are direct shipments?

All shipments that are addressed directly to the exhibit facility (please refer to "Direct to Show" shipping labels included in this manual).

Shipments must arrive during exhibitor move-in times only. Do not ship direct to show site in advance. If delivery cannot be guaranteed to arrive during exhibitor move-in, shipment must go to advance warehouse.

All shipments must have a bill of lading or delivery slip indicating number of pieces and weight. Certified weight tickets required. Crates weighing over 5,000 lbs. or loose/uncrated shipments must be shipped direct to show site to arrive during exhibitor move-in times. **All shipments must be prepaid, no collect on delivery shipments will be accepted.**

## Liability Insurance

### What is and why would I need liability insurance?

Accidents happen, therefore, most show organizers and facilities require liability insurance. Please refer to your booth contract for exact minimums required. Please make sure your materials are covered from the moment they leave your company location to the time they return after the close of the show.

## Outbound Shipments

You must complete an EXPO CCI Material Handling Agreement (MHA) for all outbound shipments. A MHA will be distributed at show site if all services have been paid in full, or you can request one at the customer service desk. Upon completion of packing and labeling of your materials, complete the bill of lading with all required information, and return to customer service.

If you have questions on how to complete your bill of lading, please ask a EXPO CCI customer service representative located at the customer service desk. If you are NOT using the designated shipping carrier, you must call your carrier with pick-up information. If your carrier fails to pick up your shipment, EXPO CCI will either reroute your freight through the carrier of our choice or return to the local warehouse (whichever is indicated on your MHA).

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### Advance Shipping Labels

 <b>TO:</b> Expo Convention Contractors, Inc. 15959 NW 15th Avenue Miami, FL 33169  <b>FOR: Independent Hotel Show Miami</b> Receiving Hours: M - F 8:30am - 3:30pm	 <b>First day freight can arrive w/o a surcharge</b>
	August 15, 2025
	<b>Last day freight can arrive w/o a surcharge</b>
	September 8, 2025
<b>ADVANCE WAREHOUSE</b>	
Company Name: Contact name: Contact phone: <b>BOOTH #:</b>	
	

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 <b>TO:</b> Expo Convention Contractors, Inc. 15959 NW 15th Avenue Miami, FL 33169  <b>FOR: Independent Hotel Show Miami</b> Receiving Hours: M - F 8:30am - 3:30pm	 <b>First day freight can arrive w/o a surcharge</b>
	August 15, 2025
	<b>Last day freight can arrive w/o a surcharge</b>
	September 8, 2025
<b>ADVANCE WAREHOUSE</b>	
Company Name: Contact name: Contact phone: <b>BOOTH #:</b>	
	



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## Direct Shipping Labels

 <p><b>TO:</b> Expo Convention Contractors, Inc. c/o Miami Beach Convention Center 1901 Convention Center Drive, Hall D Miami Beach, FL 33139</p> <p><b>FOR:</b> Independent Hotel Show Miami</p>	 M I A M I
	<b>WILL NOT BE ACCEPTED PRIOR TO</b> September 15, 2025
<b>DIRECT SHIPPING</b>	
Company Name: Contact name: Contact phone: <b>BOOTH #:</b>	
	

 <p><b>TO:</b> Expo Convention Contractors, Inc. c/o Miami Beach Convention Center 1901 Convention Center Drive, Hall D Miami Beach, FL 33139</p> <p><b>FOR:</b> Independent Hotel Show Miami</p>	 M I A M I
	<b>WILL NOT BE ACCEPTED PRIOR TO</b> September 15, 2025
<b>DIRECT SHIPPING</b>	
Company Name: Contact name: Contact phone: <b>BOOTH #:</b>	
	

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## Self-Unload/Load Instructions for POVs

Exhibitors may unload and load items from a POV.

POV's (Personally Owned Vehicles) are defined as:

Cars, pick-up trucks, vans and other trucks primarily designed for passenger use, not cargo or freight vehicles.

### Vehicles that Qualify (Product Only)



### Vehicles that DO NOT QUALIFY: (Showcases and Booth Build Items are Material Handling)



Move-in and move-out through the Miami Beach Convention Center's lobby areas **are strictly limited to hand-carried items**. Exhibitors with hand-carried items should enter the Miami Beach Convention Center's front West Entrance, located on Convention Center Drive. Hand-carried items include packages and smaller roller-type bags [i.e., carry-on luggage approved by the FAA]. **Dollies, flatbeds, pallet jacks, or any mechanical equipment are prohibited unless used through the loading dock.**

Exhibitors with larger items in POVs must use the drive-on ramps located at the South Loading Dock of the Convention Center. The South Loading Dock is located at Convention Center Drive and 18th Street. **Exhibitors in POVs are allowed to use their own manual two-wheel and four-wheel dollies and push-carts. However, exhibitors are not permitted to use forklifts, pallet jacks, or motorized equipment.**

Cartload service is provided for exhibitors who need assistance unloading and transporting materials to and from their booth space. Cartload service includes labor and a dolly. This service is included in your booth package and is only available at the South Loading Dock. To receive this service, **please speak to an Expo Convention Contractors (Expo) representative** at the dock area and let them know you are in a POV and need help unloading/loading your vehicle.

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# SEAMLESS STORAGE

*solution for your*

# TRADESHOW NEEDS

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AVAILABLE  
NOW

*STORE WITH EASE, EXHIBIT WITH CONFIDENCE*

ALL ORDERS MAY ALSO BE PLACED THROUGH OUR SECURE  
ONLINE PORTAL (<https://expocci.boomerecommerce.com>)



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## Labor

LABOR INFORMATION			Discount Price	Standard Price	Show site Price
Straight Time	Monday - Friday	8:00am - 4:30pm	\$ 87.00	\$ 113.00	\$ 153.00
Over Time	Monday - Friday	4:30pm - 8:00am	\$ 128.50	\$ 166.50	\$ 225.00
	Saturday - Sunday	All Day			
Double Time	Holidays	All Day	\$ 171.50	\$ 223.50	\$ 302.50

**Please note**

- Hours are based on estimates, you will be invoiced for actual time incurred.
- Requested times are not guaranteed and are based on availability.
- Minimum one hour will be charged. Additional time will be billed in half-hour increments.
- Labor must be cancelled in writing, 24 hours in advance to avoid a one (1) hour cancellation or no-show fee per crew and/or worker.

Is Labor for assembling sign for hanging?	YES	NO
Is Labor for laying your own carpet?	YES	NO

Expo Supervisory Fee is 30% of total cost or \$60.00, whichever is greater. If you require labor services for booth setup, please submit detailed instructions with the provided form attached to [info@expocci.com](mailto:info@expocci.com) or via fax 305-751-1298

### Installation

Your Supervisor's name: Cell phone #:				Expo CCI supervision? YES NO		
Date	Start Time	Number of Men	Hours per Man	Rate	Expo Supervision Cost	Estimated Cost

### Dismantle

Your Supervisor's name: Cell phone #:				Expo CCI supervision? YES NO		
Date	Start Time	Number of Men	Hours per Man	Rate	Expo Supervision Cost	Estimated Cost

Please complete this section if you have chosen EXPO CCI to supervise your installation and/or dismantling.

### Set Up Information for Installation

Please check all that apply and provide information where requested:

Booth Size:	X	
Forklift required:	YES	NO
Carpet is?	OWNED	RENTED FROM EXPO
Carpet padding?	YES	NO
Drawings	FAXED TO EXPO CCI	SHIPPED W/EXHIBIT CRATES

### Inbound Freight Information

For all inbound freight, please complete the [Material Handling Authorization Form](#).

You can return the completed form via email at [info@expocci.com](mailto:info@expocci.com) or via fax 305-751-1298.

### Outbound Freight Information

Please complete the Bill of Lading [BOL] form on our website: [expocci.boomerecommerce.com](http://expocci.boomerecommerce.com). Additionally, please refer to the included [Shipping Instructions Form](#) for detailed guidelines.

If for any reason your shipment is not picked up by your carrier, please choose one of the following options. (Initial beside preferred option).

Force Freight through EXPO CCI's preferred carrier:

Send shipment back to EXPO CCI warehouse: (\$50.00 min. fee.)

Company Name:

Booth #:

Please return along with payment policy form via email to [info@expocci.com](mailto:info@expocci.com) or via fax 305-751-1298.

ALL ORDERS MAY ALSO BE PLACED THROUGH OUR SECURE ONLINE PORTAL (<https://expocci.boomerecommerce.com>)

Discount deadline:  
August 29, 2025

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## Hanging Signs and Banners

### Instructions

All hanging signs must conform to Show Management rules and regulations and facility limitations.

All overhead hanging signs or banners must be handled by Expo CCI.

Overhead hanging signs must be sent in separate containers directly to Expo Convention Contractors, Inc. warehouse using the enclosed HANGING SIGN LABELS.

Hanging anchor points must be pre-fabricated and ready for use.

Electrical signs must be in working order and in accordance with the National Electrical Code. ELECTRICAL SERVICE requirements must be ordered in advance on the enclosed ELECTRICAL SERVICE order form. For Signs other than banners, include blueprint or drawing containing diagram detailed information so anchor points can be determined.

### Equipment and Labor Rates to Hang Signs

STRAIGHT TIME - 8:00am to 4:30pm, Monday through Friday  
OVERTIME - 4:30pm to 8:00am, Monday through Friday  
All Day Saturday and Sunday

CREW SIZE - MINIMUM of two people, Operator and one rigger

MATERIALS - Cable, Clamps, etc. Additional and charged accordingly.

EQUIPMENT WITH CREW: \*Rates are per Lift Crew/ per hours.  
\*One hour Minimum per lift Crew.

		Straight Time	Overtime
<b>Boom Lift with Crew:</b> (Condor/Snorkel) up to 200 lb. lift capacity.	<b>Discount price</b>	\$ 703.50	\$ 912.50
	<b>Standard price</b>	\$ 914.50	\$ 1,186.50
	<b>Show-Site price</b>	\$ 1,235.00	\$ 1,602.00
Additional crew/ Assembly labor:	<b>Discount price</b>	\$ 87.00	\$ 128.50
	<b>Standard price</b>	\$ 113.00	\$ 167.50
	<b>Show-Site price</b>	\$ 153.00	\$ 226.50

Discount deadline:  
August 29, 2025

NEED  
A CUSTOM  
BOOTH?

click here

NEED  
SHIPPING  
TO AND FROM  
A TRADESHOW?



click here

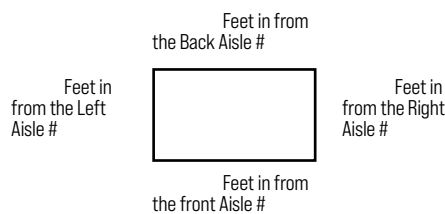
### Sign Description, Size & Weight

Type: Cloth Banner	Metal or Wood	Other
Shape: Square	Triangle	Rectangle
Size: Height	Length	Width
Weight of sign:		
Does your Sign requires	Electricity	Assembly

### Placement Diagram

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 beam may require your sign to be moved from your specified location.



Number of feet from bottom of sign:

### Installation DATE / TIME:

Approx. Hours	Hourly Rate	Total Estimate Cost
@		=

### Dismantle DATE/TIME:

Approx. Hours	Hourly Rate	Total Estimate Cost
@		=

Times and dates requested are estimates only. We will try our best to accommodate this time, but there are no guarantees.

Supervision for installation and dismantling of overhead hanging signs can be provided by EXPO CONVENTION CONTRACTORS, your company representative or display house.

Please indicate method of supervision you require:

EXPO CCI IGD      Exhibitor Personnel      Display house

\* Additional crew and/or equipment will be used if the supervisor deems it necessary to safely complete the installation and/or dismantling of a job and will be charged accordingly.

**NOTE: WE ARE NOT RESPONSIBLE FOR, LIABLE FOR, AND WILL NOT HANG ANY SIGNAGE CONSTRUCTED IN ANY MANNER DEEMED UNSAFE.**

Amount	
7% TAX	
Amount Due	

**Payment Policy:** All invoices must be settled at our Service desk prior to the closing of the Show. For your convenience, MasterCard, American Express and Visa credit cards will be accepted. No credits will be issued after the closing of the show.

**Important:** TO OBTAIN DISCOUNT PRICE, FULL PAYMENT MUST BE INCLUDED WITH YOUR ORDER.

No Telephone orders accepted. Labor must be cancelled in writing, 24 hours in advance to avoid a one (1) hour cancellation or no-show fee per crew and/or worker.

Exhibitor name:

Booth #:

Contact name:

Email:

Address:

State :

Zip :

Authorized:

Print Name:

Please return along with payment policy form via email to [info@expocci.com](mailto:info@expocci.com) or via fax 305-751-1298.

ALL ORDERS MAY ALSO BE PLACED THROUGH OUR SECURE ONLINE PORTAL (<https://expocci.boomerecommerce.com>)



# Hanging Signs and Banners Labels

## Advance Shipping Address Labels:

Use these labels only if shipping  
**SIGN HANGING** in advance to warehouse.

FROM:

**TO: EXPO Convention Contractors**  
15959 NW 15th Avenue  
Miami, FL 33169

**SHOW: Independent Hotel Show Miami**  
Receiving Hours: M - F 8:30am - 3:30pm

Use these labels only if shipping  
**SIGN HANGING** in advance to warehouse.

FROM:

**TO: EXPO Convention Contractors**  
15959 NW 15th Avenue  
Miami, FL 33169

**SHOW: Independent Hotel Show Miami**  
Receiving Hours: M - F 8:30am - 3:30pm

**Must be received by**

**August 29, 2025**

Exhibitor Name:

BOOTH #:

Piece # of

**Must be received by**

**August 29, 2025**

Exhibitor Name:

BOOTH #:

Piece # of

Use these labels only if shipping  
**SIGN HANGING** in advance to warehouse.

FROM:

**TO: EXPO Convention Contractors**  
15959 NW 15th Avenue  
Miami, FL 33169

**SHOW: Independent Hotel Show Miami**  
Receiving Hours: M - F 8:30am - 3:30pm

Use these labels only if shipping  
**SIGN HANGING** in advance to warehouse.

FROM:

**TO: EXPO Convention Contractors**  
15959 NW 15th Avenue  
Miami, FL 33169

**SHOW: Independent Hotel Show Miami**  
Receiving Hours: M - F 8:30am - 3:30pm

**Must be received by**

**August 29, 2025**

Exhibitor Name:

BOOTH #:

Piece # of

**Must be received by**

**August 29, 2025**

Exhibitor Name:

BOOTH #:

Piece # of





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## Ground Rigging/Forklift

DO NOT USE THIS FORM FOR MATERIAL HANDLING SERVICES

Please Complete the Following

# of pieces to be spotted

Requested date/time:

Heaviest piece to be spotted

(times are not guaranteed)

Description of work to be performed:

### GROUND RIGGING FORKLIFT RENTAL

Forklift Rental - Up to 5,000 LB Capacity				
Qty	Item	Discount Price	Regular Price	Total Price
	Straight-time hourly rental	\$ 220.00	\$ 286.00	
	Overtime hourly rental	\$ 329.50	\$ 428.50	
	Double-time hourly rental	\$ 440.50	\$ 572.50	

Forklift Rental - Up to 10,000 LB Capacity				
Qty	Item	Discount Price	Regular Price	Total Price
	Straight-time hourly rental	\$ 349.50	\$ 454.00	
	Overtime hourly rental	\$ 436.50	\$ 567.50	
	Double-time hourly rental	\$ 568.50	\$ 739.50	

Forklift Rental - Up to 20,000 LB Capacity				
Qty	Item	Discount Price	Regular Price	Total Price
	Straight-time hourly rental	\$ 629.50	\$ 818.50	
	Overtime hourly rental	\$ 831.00	\$ 1,080.50	
	Double-time hourly rental	\$ 1,080.00	\$ 1,404.00	

### CRANE RENTAL AVAILABLE UPON REQUEST

ST- Straight time Monday - Friday, 8:00 am - 4:30 pm  
 OT- Overtime Monday - Friday, 4:30 pm - Midnight and all day Saturday  
 DT- Double time Monday - Saturday Midnight /8:00 am, all Sundays & Holidays

### GROUND RIGGING LABOR RATE

Rigging Foreman Labor per Man Hour				
Qty	Item	Discount Price	Regular Price	Total Price
	Straight-time hourly rental	\$ 128.50	\$ 166.50	
	Overtime hourly rental	\$ 231.00	\$ 300.50	
	Double-time hourly rental	\$ 259.50	\$ 337.00	

Riggers and Material Handlers per Man Hour				
Qty	Item	Discount Price	Regular Price	Total Price
	Straight-time hourly rental	\$ 120.50	\$ 156.50	
	Overtime hourly rental	\$ 179.00	\$ 233.00	
	Double-time hourly rental	\$ 240.50	\$ 312.50	

#### Please note

Rate structure included lift and (1) operator only. Minimum crews are based on scope of work and area jurisdiction.

Additional labor and ground men will be billed at the hourly rate.

The minimum charge for labor and equipment is one (1) hour. Labor and equipment thereafter is charged in half (1/2) hour increments.

Orders cancelled without 24-hour notice will be charged a one (1) hour cancellation fee.

If Exhibitor fails to use the worker and equipment at the time confirmed, a one (1) hour "No Show" charge per worker and forklift will apply.

Complete this form for all Forklift needs.

To determine if you need Forklift, Please read this form carefully.

Forklift may be required when uncrating, positioning, and re-skidding equipment and machinery.

A Forklift is required for moving equipment weighing 200 pounds or more.

Starting time can be guaranteed only when labor is requested for the start of the working day at 8:00am.

All exhibit labor for 8:00am starting times will be dispatched to booth space.

Confirm labor and fork-lift by 2:30pm the day before date requested.

Please have a representative pick up the crew at the labor desk and supervise the work to be done.

Upon completion, the Exhibitor's representative will return the crew to the labor desk and approve the work order.

Equipment and labor cancelled without a 24 hour notice shall be charged a one (1) hour cancellation fee per worker and forklift.

Amount
7% TAX
Amount Due

Company Name:

Booth #

Contact Name:

Email:

Authorized Signature:

Signature also indicates you read and accept the Payment Policy and Terms and Conditions. Must order by discount deadline date to receive discounted pricing. Payment Authorization must be completed and returned with order. There are no exchanges or refunds once item has been delivered to your booth. Cancellation must be received 24 hours prior to first Exhibitor move-in day

Please return along with payment policy form via email to [info@expocci.com](mailto:info@expocci.com) or via fax 305-751-1298.

Discount deadline:  
August 29, 2025

NEED  
A CUSTOM  
BOOTH?

click here

NEED  
SHIPPING  
TO AND FROM  
A TRADESHOW?



click here

NEED ANYTHING?

Phone: 305-751-1234

| Fax: 305-751-1298

ALL ORDERS MAY ALSO BE PLACED THROUGH OUR SECURE ONLINE PORTAL (<https://expocci.boomerecommerce.com>)





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## Floral and Plants Rentals



Green Plants in Baskets		
Qty	Size	Price
	5' to 6'	\$ 133.00 each
	3' to 4'	\$ 99.00 each



Seasonal Blooming Plant	
Qty	Price
	\$ 79.50 each



Boston Fern Plant	
Qty	Price
	\$ 96.50 each



Flower Arrangements		
Qty	Size	Price
	Small	\$ 99.00 each
	Medium	\$ 133.00 each
	Large	\$ 168.50 each

\*For purchase only

An Additional 30% charge will be applied to orders received after the discount deadline date.

Flower arrangements are for purchase only, all other rentals need to be returned at the end of the show or a purchase price of double the rental fee will apply.

Amount	<input style="width: 100%; border: 1px solid #ccc;" type="text"/>
7% TAX	<input style="width: 100%; border: 1px solid #ccc;" type="text"/>
Amount Due	<input style="width: 100%; border: 1px solid #ccc;" type="text"/>

Company Name:

Booth #

Contact Name:

Email:

Signature:

Telephone:

Please return along with payment policy form via email to [info@expocci.com](mailto:info@expocci.com) or via fax 305-751-1298.

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Discount deadline:  
August 29, 2025

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NEED  
SHIPPING  
TO AND FROM  
A TRADESHOW?



click here

NEED ANYTHING?

Phone: 305-751-1234

| Fax: 305-751-1298



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## Cleaning Form

Hardwall Booth Packages include nightly cleaning which includes the vacuuming of carpet and trash removal.

PLEASE INDICATE THE SERVICES NEEDED

All rates based on Gross Booth/Display Area, 100 square foot minimum.

Food service cleaning is mandatory every 2 hours when you serve food in your booth.

### Carpet Vacuuming

CHECK IF NEEDED	Rate per (Sq. Ft.)	Booth Size (Sq. Ft.)	# Days (# days needed)	Total Due
	\$ 0.72			

Specify Dates Needed:

### Porter Service - Trash Removal [2 Hour Intervals]

CHECK IF NEEDED	# of Booths	Rate	Times per Day	# Days (# days needed)	Total Due
	1 - 5 Booths	\$ 72.50			
	6 - 15 Booths	\$ 88.50			

Specify Dates Needed:

### Exhibit Cleaning

Our Exhibit Cleaning & Dusting service provides a quick and efficient wipe-down of surfaces and dust removal to ensure your space stays neat and professional throughout the event.

CHECK IF NEEDED	# of Days	Rate	Specify Date Needed	Total Due
	Daily	\$ 40.50		
	1 Time Only	\$ 53.00		

Specify Dates Needed:

Discount deadline:  
August 29, 2025

NEED  
A CUSTOM  
BOOTH?

click here

NEED  
SHIPPING  
TO AND FROM  
A TRADESHOW?



click here

NEED ANYTHING?

Phone: 305-751-1234

| Fax: 305-751-1298

Company Name:

Contact Name:

Email:

Fax:

Amount	
7% TAX	
Amount Due	

Booth #:

Phone:

Please return along with payment policy form via email to [info@expocci.com](mailto:info@expocci.com) or via fax 305-751-1298.

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## Booth Disposal

All Exhibitors and EAC (exhibitor appointed contractor) are responsible for removing all crates, cartons, and materials from the event site upon show conclusion. Failure to do so will result in a disposal fee of **\$10.00 per Sq. Ft** or a minimum labor charge of **\$1,000.00**, whichever is greater.\*

\*All rates are based on Gross Booth/Display Area i.e. a 20' x 20' booth equals 400 square feet. The fee calculation would be 400 x \$10.00 = \$4,000.00 + Applicable tax. This fee is design to cover the costs associated with the removal and disposal of any items left behind, ensuring a smooth transition for our event space.

Booth Dimensions (ft.)	(Ft.) LENGTH X WIDTH = Sq. Ft.
What is your booth size?	X =

**IMPLEMENTING A DISPOSAL FEE PROMOTES CLEANLINESS, EFFICIENCY, AND FAIRNESS BY COVERING REMOVAL COSTS, MAINTAINING A CLEAN EVENT SPACE, ENCOURAGING PROMPT ITEM REMOVAL, AND ENSURING EQUITABLE CHARGES.**



**ANY QUESTIONS OR REQUIRED INFORMATION ABOUT OUR DISPOSAL FEE POLICY, PLEASE FEEL FREE TO CONTACT US:**

Company Name:

Booth #:

Please return along with payment policy form via email to [info@expocci.com](mailto:info@expocci.com) or via fax 305-751-1298.

Discount deadline:  
August 29, 2025

NEED  
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BOOTH?

click here

NEED  
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NEED ANYTHING?

Phone: 305-751-1234

| Fax: 305-751-1298

ALL ORDERS MAY ALSO BE PLACED THROUGH OUR SECURE ONLINE PORTAL (<https://expocci.boomerecommerce.com>)



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Discount deadline: August 29, 2025

NEED A CUSTOM BOOTH?

click here

NEED SHIPPING TO AND FROM A TRADESHOW?



click here

NEED ANYTHING?

Phone: 305-751-1234 | Fax: 305-751-1298

Non-Official Contractor (EAC)

For Exhibitors intending to use a third party contractor for any services including payment, its own labor or contract for such services separately from Expo Convention Contractors, Inc., please read the following restrictions, requirements and restraints. A non-official service contractor is any company, other than the designated official contractors, that an exhibitor wishes to use that requires access to the exhibit hall either before, during or after the Show. Use of a non-official contractor who requires any of the following services is not permitted: electrical, plumbing, telephone lines, drayage, rigging, booth cleaning, and catering. NOTE: A valid and current copy of Exhibitors contractor's Certificate of Insurance naming Expo Convention Contractors, Inc., Exposition Development Company, Inc., Miami Beach Convention Center, City of Miami Beach and Spectra as "Additionally Insured" must accompany this document. If these documents are not provided, Exhibitor will not be allowed to use contractor's services in the area where unions claim jurisdiction. Insurance minimum limits/requirements are:

(a) Commercial liability insurance, on an occurrence form, in the amount of One Million (\$1,000,000.00) Dollars per occurrence for bodily injury, death, property damage, and personal injury. The policy must include coverage for premises operations, blanket contractual liability (to cover indemnification section), products, completed operations and independent contractors. (b) Automobile liability insurance in the amount of One Million (\$1,000,000.00) Dollars per occurrence to provide coverage for any owned and non-owned vehicles, including loading and unloading hazards. (c) Workers' compensation and employer's liability coverage as required by Florida Statute.

Note:

Complete this form only if your company is using a Service Contractor other than Expo Convention Contractors, Inc. to pay for services, unpack, erect, assemble, dismantle or pack your display. The local Union claims jurisdiction over the erection, dismantling, repair and building of all exhibits. If using another service contractor they must use the local Union Labor either through their own contract or direct hire through Expo Convention Contractors.

PLEASE COMPLETE

(Exhibiting Company Name)

(EAC Company Name)

Will indemnify and hold harmless Expo Convention Contractors, Inc. from and against any bodily injury or property damage liability claims, judgments, damages, costs, or expenses, including reasonable attorney fees, arising out of or occasioned by the operations performed by except for occurrences or accidents caused by the sole negligence of Expo Convention Contractors, Inc. or by any other party.

Exhibiting Company Name: Booth #:

Address:

City: State: Country: Zip:

Telephone: Fax:

Authorized On-Site Representative: Cell Phone:

(Please Print)

EAC Company Name:

Address:

Contact Name: Email Address:

Telephone: On-Site Cell Phone:

Authorized On-Site Supervisor:

Note:

This form must be returned with a valid and current Certificate of Insurance naming EXPO Convention Contractors Inc., Show Management and Show Location from above as "Additionally Insured" by August 29, 2025.

The COI Must have ALL Additionally Insured named, Exhibitor Name and Booth # (see Sample COI for reference).

Labor Source EXPO LABOR Local Union Direct Contract

Please return along with payment policy form via email to info@expocci.com or via fax 305-751-1298.



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

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

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

PRODUCER	SAMPLE	CONTACT NAME:	
		PHONE (A/C, No, Ext):	FAX (A/C, No):
		E-MAIL ADDRESS:	
		INSURER(S) AFFORDING COVERAGE	NAIC #
INSURED	INSURER A :		
	INSURER B :		
	INSURER C :		
	INSURER D :		
	INSURER E :		
	INSURER F :		

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

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

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	<b>GENERAL LIABILITY</b>						EACH OCCURRENCE \$ 1,000,000.00
	<input type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000.00
	<input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR						MED EXP (Any one person) \$ 1,000,000.00
							PERSONAL & ADV INJURY \$ 1,000,000.00
							GENERAL AGGREGATE \$ 1,000,000.00
	GEN'L AGGREGATE LIMIT APPLIES PER:						PRODUCTS - COMP/OP AGG \$ 1,000,000.00
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						\$
	<b>AUTOMOBILE LIABILITY</b>						COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS	<input type="checkbox"/> NON-OWNED AUTOS					PROPERTY DAMAGE (Per accident) \$
							\$
	<b>UMBRELLA LIAB</b>						EACH OCCURRENCE \$ 1,000,000.00
	<input type="checkbox"/> OCCUR						AGGREGATE \$ 1,000,000.00
	<b>EXCESS LIAB</b>						\$
	<input type="checkbox"/> CLAIMS-MADE						\$
	DED <input type="checkbox"/> RETENTION \$						\$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b>						WC STATUTORY LIMITS OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> Y <input type="checkbox"/> N	N/A				E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

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

Additionally Insured: Expo Convention Contractors, Inc., Exposition Development Company, Inc., Miami Beach Convention Center, City of Miami Beach and Spectra Exhibiting Company Name and Booth #.

**CERTIFICATE HOLDER****CANCELLATION**

Expo Convention Contractors, Inc.  
15959 NW 15th Avenue  
Miami, Florida 33169

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

AUTHORIZED REPRESENTATIVE





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## Sustainability Awareness

LET'S MAKE OUR IMPACT EVEN GREATER.

Our work generates numerous social and economic impacts as we foster connections, drive innovation, facilitate learning, and introduce new opportunities to our world. It is now our responsibility to **promote a sustainable industry** through collective action.

### Sustainable Dining

- Choose local and sustainable catering options.
- Minimize food waste through careful planning.
- Encourage plant-based menu choices for eco-friendliness.

### Smart Design

- Use eco-friendly, reusable materials for exhibits.
- Consider modular and adaptable designs to reduce waste.
- Print signage and graphics on recycled or sustainable materials.

### Closing the Loop

- Set up clearly marked recycling and composting bins.
- Minimize single-use plastics and encourage reusable items.
- Properly dispose of waste and work towards zero waste goals.

LET'S REDUCE  
OUR CARBON  
FOOTPRINT

### Energy Efficiency

- Opt for renewable energy sources and LED lighting.
- Implement energy-efficient technologies and practices.
- Turn off equipment when not in use to conserve power.

NEED  
A CUSTOM  
BOOTH?

click here

NEED  
SHIPPING  
TO AND FROM  
A TRADESHOW?



click here

NEED ANYTHING?

Phone: 305-751-1234

| Fax: 305-751-1298

FRIENDLY REMINDER OF OUR SHARED  
RESPONSIBILITY TO PROTECT OUR PLANET.



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NEED  
A CUSTOM  
BOOTH?

click here

NEED  
SHIPPING  
TO AND FROM  
A TRADESHOW?

e LOGISTICS

click here

NEED ANYTHING?

Phone: 305-751-1234

| Fax: 305-751-1298



## Area Work Rules

To assist you in planning for your participation in this event, we are certain you appreciate knowing in advance that Union Labor is required for certain aspects of your exhibit handling. To help you understand the Area Work Rules, we ask you to read the following:

### *FREIGHT HANDLING*

---

The Local Union claims jurisdiction over the operation of all mechanized material handling equipment and all unloading and reloading from the loading docks. An Exhibitor may move materials from the designated ground unloading area. Exhibitor is not allowed to use mechanized equipment to move their own freight. (i.e. no forklifts, pallet jacks or etc.) When exhibitors choose to hand-carry their materials, the Freight Dock Supervisor will direct them to the designated POV unloading area for hand-carried items.

EXPO CCI is responsible for receiving and handling all exhibit materials and empty crates. It is our responsibility to manage loading docks and schedule vehicles for the smooth and efficient move-in and move-out of the exposition.

### *EXHIBIT INSTALLATION AND DISMANTLING*

---

We have a contract with the Local Union which claims jurisdiction over the installation and dismantle of trade shows and exhibits. Full-time employees of the exhibiting companies, however, may set their own exhibits without assistance from this local Union Labor. Any labor services that may be required beyond what your regular full-time employees can provide, must be rendered by the Union. Labor can be ordered in advance by returning the Labor form, or at show site, at the Service Desk. Proof of full-time employment status may be requested by the Union Steward of any personnel working on your booth.

### *GRATUITIES*

---

We request that Exhibitors do not tip (such practices as giving money, merchandise, or other special consideration for services rendered) employees. Do not give coffee breaks other than mid-morning and mid-afternoon, when Union employees have fifteen minute paid breaks. Any attempts to solicit gratuity by an employee for any service should be reported immediately to a supervisor. Employees are paid at an excellent wage. Tipping is strongly discouraged and is not an accepted company policy.

### *EXPO HOLD HARMLESS AGREEMENT / VEHICLE SPOTTING*

---

The Association and Exhibitor will hold harmless EXPO Convention Contractors, for any damage or injury resulting from vehicle spotting. Damage or injury to Vehicle / Driver / 3rd Party Personnel / Display.

### *IN GENERAL*

---

Craftsmen at all levels are instructed to refrain from expressing any grievances or directly challenging the practices of any Exhibitor. It is recommended that any questions arising with regard to Union jurisdiction or practices be directed to an EXPO CCI management representative.

ALL ORDERS MAY ALSO BE PLACED THROUGH OUR SECURE  
ONLINE PORTAL (<https://expocci.boomerecommerce.com>)



M I A M I

Show dates:

September 17-18, 2025

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## Specialty Furnishings Order Form

Please complete the following

Qty	Item	Description	Pice	Total

Discount deadline:  
August 29, 2025

NEED A CUSTOM BOOTH?

click here

NEED SHIPPING TO AND FROM A TRADESHOW?



click here

NEED ANYTHING?

Phone: 305-751-1234 | Fax: 305-751-1298

Check or credit card must accompany order.

25% cancellation fee will be applied if cancelled 7 days prior to event opening.

100% cancellation fee will be applied if cancelled 3 days prior to delivery.

All show site orders are subject to a 30% Late Fee.

Amount	
7% TAX	
Amount Due	

# Thank you for your order!

Company Name:

Contact Name:

Phone #:

Booth #:

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**2025**  
**TRADE SHOW**  
KIT CATALOG

SPECIALTY FURNISHINGS



# BLANC



**Blanc Sofa**  
 Bright White Leather  
 75"W x 35"D x 35"H  
 Advance Price: \$ 1,184.00  
 Standard Price: \$ 1,539.50



**Blanc Loveseat**  
 Bright White Leather  
 54"W x 35"D x 35"H  
 Advance Price: \$ 1,130.00  
 Standard Price: \$ 1,469.00



**Blanc Chair**  
 Bright White Leather  
 33"W x 35"D x 35"H  
 Advance Price: \$ 945.00  
 Standard Price: \$ 1,228.50



**Blanc Bench Ottoman**  
 Bright White Leather  
 48"W x 24"D x 18"H  
 Advance Price: \$ 567.00  
 Standard Price: \$ 737.50



**Blanc Cube Ottoman**  
 Bright White Leather  
 17"Square x 17"H  
 Advance Price: \$ 198.50  
 Standard Price: \$ 258.00

# FUNCTION

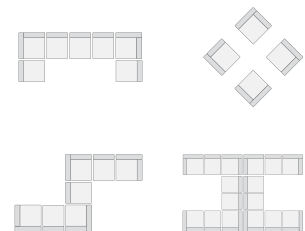
Modular Seating Collection



**Function Armless Chair - White**  
 White Vinyl  
 28"Square x 29"H  
 Advance Price: \$ 605.00  
 Standard Price: \$ 786.50



**Function Corner - White**  
 White Vinyl  
 28"Square x 29"H  
 Advance Price: \$ 649.50  
 Standard Price: \$ 844.50



**Function Armless Chair - Black**  
 Black Vinyl  
 28"Square x 29"H  
 Advance Price: \$ 605.00  
 Standard Price: \$ 786.50



**Function Corner - Black**  
 Black Vinyl  
 28"Square x 29"H  
 Advance Price: \$ 649.50  
 Standard Price: \$ 844.50

# CONTINENTAL

Modular Seating Collection



## Continental Curved Loveseat

Bright White Leather  
 82"W x 34"D x 31"H  
 Advance Price: \$ 1,168.00  
 Standard Price: \$ 1,518.50



## Continental Reverse Curved Loveseat

Bright White Leather  
 72"W x 34"D x 31"H  
 Advance Price: \$ 1,130.00  
 Standard Price: \$ 1,469.00



## Continental Wedge Ottoman

Bright White Leather  
 30"W x 34"D x 19"H  
 Advance Price: \$ 502.50  
 Standard Price: \$ 653.00



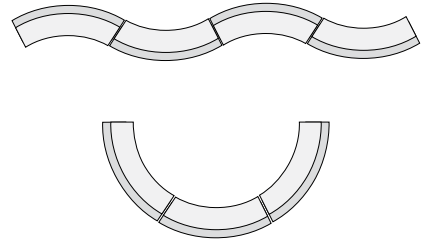
## Continental Curved Bench

Bright White Leather  
 70"W x 26"D x 19"H  
 Advance Price: \$ 593.00  
 Standard Price: \$ 770.50



## Continental Half Moon Ottoman

Bright White Leather  
 33"W x 19"D x 19"H  
 Advance Price: \$ 502.50  
 Standard Price: \$ 653.00



# BOCA

Modular Seating Collection



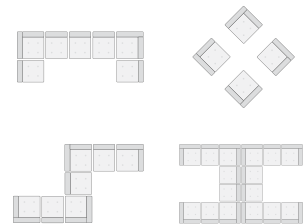
## Boca Corner

Black Leather  
 22"W x 27"D x 30"H  
 Advance Price: \$ 649.50  
 Standard Price: \$ 844.50



## Boca Armless

Black Leather  
 27"Square x 30"H  
 Advance Price: \$ 605.00  
 Standard Price: \$ 786.50



## METRO



### Metro Sofa

Black Leather  
85"W x 35"D x 35"H  
Advance Price: \$ 973.50  
Standard Price: \$ 1,265.50



### Metro Loveseat

Black Leather  
60"W x 35"D x 35"H  
Advance Price: \$ 938.50  
Standard Price: \$ 1,220.00



### Metro Chair

Black Leather  
35"Square x 35"H  
Advance Price: \$ 732.00  
Standard Price: \$ 951.50



### Metro Square Ottoman

Black Leather  
40"Square x 17"H  
Advance Price: \$ 502.50  
Standard Price: \$ 653.00



### Metro Bench Ottoman

Black Leather  
60"W x 24"D x 17"H  
Advance Price: \$ 502.50  
Standard Price: \$ 653.00

## GRAMMERCY

Modular Seating Collection



### Grammercy Sofa

Charcoal Leather  
82"W x 36"D x 36"H  
Advance Price: \$1,084.50  
Standard Price: \$ 1,409.50



### Grammercy Loveseat

Charcoal Leather  
57"W x 36"D x 36"H  
Advance Price: \$ 945.00  
Standard Price: \$ 1,228.50



### Grammercy Chair

Charcoal Leather  
28"W x 36"D x 36"H  
Advance Price: \$605.00  
Standard Price: \$ 786.50



## GRAMMERCY



### Grammercy Corner

Charcoal Leather  
 36"Square x 36"H  
 Advance Price: \$ 695.50  
 Standard Price: \$ 904.00



### Grammercy Round Ottoman

Charcoal Leather  
 46"Round x 17"H  
 Advance Price: \$ 502.50  
 Standard Price: \$ 653.00



### Grammercy Square Ottoman

Charcoal Leather  
 40"Square x 17"H  
 Advance Price: \$ 502.50  
 Standard Price: \$ 653.00

## AUBREY



### Aubrey Sofa

Light Beige Faux Linen Fabric  
 90"W x 35"D x 35"H  
 Advance Price: \$ 1,274.50  
 Standard Price: \$ 1,657.00



### Aubrey Chair

Light Beige Faux Linen Fabric  
 37"W x 35"D x 35"H  
 Advance Price: \$ 802.00  
 Standard Price: \$ 1,042.50



### Aubrey Bench Ottoman

Light Beige Faux Linen Fabric  
 48"W x 24"D x 18"H  
 Advance Price: \$ 467.50  
 Standard Price: \$ 607.50

## CHANDLER



### Chandler Sofa

Red Leather  
 76"W x 37"D x 35"H  
 Advance Price: \$ 973.50  
 Standard Price: \$ 1,265.50



### Chandler Loveseat

Red Leather  
 53"W x 37"D x 35"H  
 Advance Price: \$ 938.50  
 Standard Price: \$ 1,220.00



### Chandler Chair

Red Leather  
 31"W x 37"D x 35"H  
 Advance Price: \$ 732.00  
 Standard Price: \$ 951.50

## CHANDLER



### Chandler Bench Ottoman

Red Leather  
60"W x 24"D x 17"H  
Advance Price: \$ 502.50  
Standard Price: \$ 653.00

## EVOKE



### Evoke Sofa

Coffee Resin Frame With Tan Cushions  
81"W x 35"D x 27"H  
Advance Price: \$ 1,470.50  
Standard Price: \$ 1,911.50



### Evoke Chair

Coffee Resin Frame With Tan Cushions  
33"W x 35"D x 27"H  
Advance Price: \$ 788.50  
Standard Price: \$ 1,025.00



### Evoke Cocktail Table

Coffee Resin Frame  
48"W x 24"D x 18"H  
Advance Price: \$ 502.50  
Standard Price: \$ 653.00



### Evoke End Table

Coffee Resin Frame  
24"W x 28"D x 25"H  
Advance Price: \$ 445.50  
Standard Price: \$ 579.50



### Evoke Cube Table

Coffee Resin Frame  
18"Square x 18"H  
Advance Price: \$ 317.50  
Standard Price: \$ 412.50

## LATITUDE



### Latitude Sofa

Beige Olefin Fabric  
91"W x 42"D x 33"H  
Advance Price: \$ 1,273.50  
Standard Price: \$ 1,655.00



### Latitude Loveseat

Beige Olefin Fabric  
91"W x 42"D x 33"H  
Advance Price: \$ 1,188.00  
Standard Price: \$ 1,544.50



### Latitude Chair

Beige Olefin Fabric  
42"W x 36"D x 33"H  
Advance Price: \$ 989.50  
Standard Price: \$ 1,286.50

## VERONA



### Verona Sofa

Granite Frame With Light Grey Cushions  
74"W x 38"D x 25"H

Advance Price: \$ 1,396.00  
Standard Price: \$ 1,815.00



### Verona Chair

Granite Frame With Light Grey Cushions  
28"W x 38"D x 25"H

Advance Price: \$ 721.00  
Standard Price: \$ 937.50

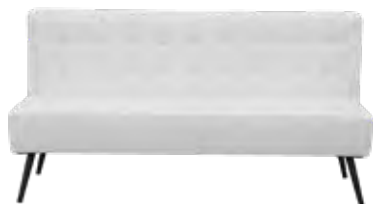


### Verona Ottoman

Granite Frame With Light Grey Cushions  
26"W x 21"D x 18"H

Advance Price: \$ 417.50  
Standard Price: \$ 542.50

## JASPER



### Jasper Sofa

Boca Bright White  
64"W x 28"D x 33"H

Advance Price: \$ 1,091.00  
Standard Price: \$ 1,418.50



### Jasper Chair

Boca Bright White  
30"W x 28"D x 33"H

Advance Price: \$ 707.50  
Standard Price: \$ 920.00

## NIKO



### Niko Sofa

Grey Microfiber  
81"W x 30"D x 38"H

Advance Price: \$ 1,204.50  
Standard Price: \$ 1,565.50



### Niko Loveseat

Grey Microfiber  
58"W x 30"D x 38"H

Advance Price: \$ 1,100.50  
Standard Price: \$ 1,430.50



### Niko Chair

Grey Microfiber  
31"W x 30"D x 38"H

Advance Price: \$ 917.00  
Standard Price: \$ 1,192.00

## CROMWELL



### Cromwell Sofa

Royal Blue Velvet  
78"W x 32"D x 29"H  
Advance Price: \$ 1,369.00  
Standard Price: \$ 1,780.00



### Cromwell Chair

Royal Blue Velvet  
32"W x 32"D x 29"H  
Advance Price: \$ 814.50  
Standard Price: \$ 1,058.50

## STAGE CHAIRS



### Bianca Stage Chair - Frost

Bright White Leather  
26"Square x 37"H  
Advance Price: \$ 433.50  
Standard Price: \$ 563.50



### Bianca Stage Chair - Onyx

Onyx Microfiber  
26"Square x 37"H  
Advance Price: \$ 433.50  
Standard Price: \$ 563.50



### Bianca Stage Chair - Sand

Sand Microfiber  
26"Square x 37"H  
Advance Price: \$ 433.50  
Standard Price: \$ 563.50



### Empire Chair

■ Black Leather □ White Leather  
28"W x 32"D x 32"H  
Advance Price: \$ 649.50  
Standard Price: \$ 844.50



### Monarch Chair

Bright White Leather  
28"Square x 30"H  
Advance Price: \$ 416.00  
Standard Price: \$ 540.50



### Royce Chair - Mink

Mink Microfiber  
29"W x 30"D x 33"H  
Advance Price: \$ 566.00  
Standard Price: \$ 735.50



### Royce Chair - Oyster

Oyster Microfiber  
29"W x 30"D x 33"H  
Advance Price: \$ 566.00  
Standard Price: \$ 735.50

## OTTOMANS & BENCHES



### Curved Bench

Continental Bright White Leather  
70"W x 26"D x 19"H

Advance Price: \$ 593.00  
Standard Price: \$ 770.50



### Encore Bench

Black Mango Wood  
68"W x 15"D x 18"H

Advance Price: \$ 537.50  
Standard Price: \$ 698.50



### Essentials Storage Ottoman

White Leather With Locking Mechanism  
48"W x 24"D x 20"H  
Lock Not Included

Advance Price: \$ 695.50  
Standard Price: \$ 904.00

## BANQUETTES & TURNING BEDS



### Essentials Banquette

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

Advance Price: \$ 1,470.50  
Standard Price: \$ 1,911.50



### Grammercy Banquette

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

Advance Price: \$ 1,470.50  
Standard Price: \$ 1,911.50



### Essentials Turning Bed

White Leather  
96"W x 48"D x 36"H

Advance Price: \$ 1,767.50  
Standard Price: \$ 2,297.50

# CUBE OTTOMANS



## Rubix Cube Ottomans

- |  |  |
|--|--|
|  Cherry   |  Lemon  |
|  Cromwell |  Lime   |
|  Grape   |  Mango |

18"Square x 18"H

Advance Price: \$ 204.00

Standard Price: \$ 265.50



## Metro Cube Ottoman

Black Leather  
18"Square x 18"H

Advance Price: \$ 198.50

Standard Price: \$ 258.00



**CHARGED** 



**Essentials Turning Bed - Charged**

Bright 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.*  
**Advance Price:** \$ 1,960.50  
**Standard Price:** \$ 2,548.50



**Boca Corner - Charged**

Bright White Leather  
 27"Square x 30"H  
*\*Maximum of 4 daisy linked together per power source.*  
**Advance Price:** \$ 741.50  
**Standard Price:** \$ 963.50



**Boca Chair - Charged**

Bright White Leather  
 22"W x 27"D x 30"H  
*\*Maximum of 4 daisy linked together per power source.*  
**Advance Price:** \$ 686.00  
**Standard Price:** \$ 891.50



**Aspen Bar Table - Charged**

White/Brushed Steel  
 72"W x 26"D x 42"H  
*\*Maximum of 1 table per power source.*  
**Advance Price:** \$ 1,147.50  
**Standard Price:** \$ 1,492.00



**Aspen Cocktail Table - Charged**

White/Brushed Steel  
 48"W x 24"D x 18"H  
*\*Maximum of 1 table per power source.*  
**Advance Price:** \$ 649.50  
**Standard Price:** \$ 844.50



**Patrice Table Chair - Charged**

Bright White Leather  
 28"W x 31"D x 31"H  
*\*Maximum of 6 daisy linked together per power source.*  
**Advance Price:** \$ 715.50  
**Standard Price:** \$ 930.50



**Lincoln Bench - Charged**

Bright White Leather  
 59"W x 39"D x 17"H  
*\*Maximum of 3 daisy linked together per power source.*  
**Advance Price:** \$ 1,084.50  
**Standard Price:** \$ 1,409.50



**Command 8' Conference Table - White Charged**

Bright White Leather  
 96"W x 48"D x 31"H  
*\*Maximum of 1 table per power source.*  
**Advance Price:** \$ 1,544.50  
**Standard Price:** \$ 2,008.00

# OCCASIONAL TABLES



## Aria Tables - Red

End Table Red/  
Brushed Steel | **Advance Price:** \$ 354.00  
24"W x 20"D x 22"H | **Standard Price:** \$ 460.00  
Cocktail Table Red/  
Brushed Steel | **Advance Price:** \$ 373.00  
44"W x 20"D x 18"H | **Standard Price:** \$ 484.50



## Aria Tables - Green

End Table Green/  
Brushed Steel | **Advance Price:** \$ 354.00  
24"W x 20"D x 22"H | **Standard Price:** \$ 460.00  
Cocktail Table Green/  
Brushed Steel | **Advance Price:** \$ 373.00  
44"W x 20"D x 18"H | **Standard Price:** \$ 484.50



## Aria Tables - Blue

End Table Blue/  
Brushed Steel | **Advance Price:** \$ 354.00  
24"W x 20"D x 22"H | **Standard Price:** \$ 460.00  
Cocktail Table Blue/  
Brushed Steel | **Advance Price:** \$ 373.00  
44"W x 20"D x 18"H | **Standard Price:** \$ 484.50



## Aria Tables - Purple

End Table Purple/  
Brushed Steel | **Advance Price:** \$ 354.00  
24"W x 20"D x 22"H | **Standard Price:** \$ 460.00  
Cocktail Table Purple/  
Brushed Steel | **Advance Price:** \$ 373.00  
44"W x 20"D x 18"H | **Standard Price:** \$ 484.50



## Aria Tables - White

End Table White/  
Brushed Steel | **Advance Price:** \$ 354.00  
24"W x 20"D x 22"H | **Standard Price:** \$ 460.00  
Console Table White/  
Brushed Steel | **Advance Price:** \$ 391.50  
44"W x 20"D x 30"H | **Standard Price:** \$ 509.00  
Cocktail Table White/  
Brushed Steel | **Advance Price:** \$ 373.00  
44"W x 20"D x 18"H | **Standard Price:** \$ 484.50



## Aria Tables - Charcoal

End Table Storm Grey/  
Brushed Steel | **Advance Price:** \$ 354.00  
24"W x 20"D x 22"H | **Standard Price:** \$ 460.00  
Console Table Storm  
Grey/Brushed Steel | **Advance Price:** \$ 391.50  
44"W x 20"D x 30"H | **Standard Price:** \$ 509.00  
Cocktail Table Storm  
Grey/Brushed Steel | **Advance Price:** \$ 373.00  
44"W x 20"D x 18"H | **Standard Price:** \$ 484.50



## Novel Tables

End Table Satin Steel | **Advance Price:** \$ 445.50  
15"Square x 16"H | **Standard Price:** \$579.50  
Cocktail Table Satin Steel | **Advance Price:** \$ 502.50  
46"W x 15"D x 16"H | **Standard Price:** \$ 653.00



## Fuze Tables

End Table Zebrawood  
Laminate/Chrome | **Advance Price:** \$ 382.50  
24"Square x 23"H | **Standard Price:** \$ 497.00  
Console Table Zebrawood  
Laminate/Chrome | **Advance Price:** \$ 464.50  
60"W x 16"D x 34"H | **Standard Price:** \$ 604.00  
Cocktail Table Zebrawood  
Laminate/Chrome | **Advance Price:** \$ 429.50  
40"Square x 16"H | **Standard Price:** \$ 558.50



## London Tables

End Table Marble/  
Chrome | **Advance Price:** \$ 382.50  
24"Square x 23"H | **Standard Price:** \$ 497.00  
Console Table Marble/  
Chrome | **Advance Price:** \$ 464.50  
60"W x 16"D x 34"H | **Standard Price:** \$ 604.00  
Cocktail Table Marble/  
Chrome | **Advance Price:** \$ 429.50  
40"Square x 16"H | **Standard Price:** \$ 558.50

# OCCASIONAL TABLES



### Hylton Tablet Table

White/Brushed Steel  
 18"W x 12"D x 28"H  
 Advance Price: \$ 317.50  
 Standard Price: \$ 412.50



### Gemma Accent Table - Blue Agate

Blue Agate Top/Brass Base  
 14"Round x 20"H  
 Advance Price: \$ 391.50  
 Standard Price: \$ 509.00



### Gemma Accent Table - Citrine

Rose Quartz Top/Brass Base  
 14"Round x 20"H  
 Advance Price: \$ 391.50  
 Standard Price: \$ 509.00



### Gemma Accent Table - Moonstone

Grey Agate Top/Brass Base  
 14"Round x 20"H  
 Advance Price: \$ 391.50  
 Standard Price: \$ 509.00



### Gemma Accent Table - Obsidian

Obsidian Top/Brass Base  
 14"Round x 20"H  
 Advance Price: \$ 391.50  
 Standard Price: \$ 509.00



### Brooklyn Tables

End Table Square Chrome 22"Square x 20"H	Advance Price: \$ 327.00 Standard Price: \$ 425.00
End Table Round Chrome 20"Round x 20"H	Advance Price: \$ 327.00 Standard Price: \$ 425.00
Cocktail Table Rectangle Chrome 42"W x 24"D x 16"H	Advance Price: \$ 363.50 Standard Price: \$ 472.50
Cocktail Table Round Chrome 30"Round x 16"H	Advance Price: \$ 363.50 Standard Price: \$ 472.50



### Cube Tables

■ Black  
 □ White

Cocktail Table  
 24"Square x 16"H | Advance Price: \$ 354.00  
 Standard Price: \$ 460.00

End Table  
 24"Square x 21"H | Advance Price: \$ 363.50  
 Standard Price: \$ 472.50



### Sirona Accent Table

Grey Top/Black Metal Base  
 18"W x 12"D x 28"H  
 Advance Price: \$ 317.50  
 Standard Price: \$ 412.50



### Orbit End Table

White/Powder-Coated Aluminum  
 16"Round x 19"H  
 Advance Price: \$ 265.00  
 Standard Price: \$ 344.00

# 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  
**Advance Price:** \$ 1,286.50  
**Standard Price:** \$ 1,672.50



### 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  
**Advance Price:** \$ 1,084.00  
**Standard Price:** \$ 1,409.50



### Bar

■ Black  
□ White  
48"W x 16"D x 42"H  
2 Shelves In Back  
**Advance Price:** \$ 593.00  
**Standard Price:** \$ 770.50



### Blox Bar Back

Walnut/Brushed Metal  
30"W x 16"D x 86"H  
Please Inquire About Shelf Dimensions  
**Advance Price:** \$ 741.50  
**Standard Price:** \$ 963.50



### Piazza Bar Back

■ Black  
□ White  
44"W x 12"D x 79"H  
13"W x 14"H (Inside Shelf)  
**Advance Price:** \$ 695.50  
**Standard Price:** \$ 904.00



### Elara Bar

Black Powder-Coated Steel  
Frosted Plexi With Built-in Wireless LED Kit  
72"W x 25"D x 44"H (Bar)  
Includes Remote Control  
**Advance Price:** \$ 1,971.00  
**Standard Price:** \$ 2,562.50



### Razor Bar

Gold Powder-Coated Steel  
Frosted Plexi With Built-in Wireless LED Kit  
72"W x 25"D x 44"H (Bar)  
Includes Remote Control  
**Advance Price:** \$ 1,971.00  
**Standard Price:** \$ 2,562.50

# STOOLS



### Criss Cross Bar Stool

- Espresso Leather
- White Leather

15"W x 19"D x 41"H  
 Advance Price: \$ 333.50  
 Standard Price: \$ 433.50



### Colin Stool

Natural Maple  
 20"W x 19"D x 46"H  
 Advance Price: \$ 279.50  
 Standard Price: \$ 363.50



### Euro Bar Stool

Black  
 22"W x 24"D x 42"H  
 Advance Price: \$ 317.50  
 Standard Price: \$ 412.50



### Milo Bar Stool

- Black
- California Wine
- Chartreuse
- Chocolate
- Jade
- Victory Blue
- White

20"W x 21"D x 41"H  
 Advance Price: \$ 317.50  
 Standard Price: \$ 412.50



### Hourglass Bar Stool

- Black
- White

18"W x 20"D x 43"H  
 Advance Price: \$ 346.00  
 Standard Price: \$ 449.50



### Equino Stool

- Black
- White

15"W x 13"D x 35"H  
 Advance Price: \$ 346.00  
 Standard Price: \$ 449.50



### Clara Stool

White  
 17"W x 21"D x 41"H  
 Advance Price: \$ 333.50  
 Standard Price: \$ 433.50

## STOOLS



### Marcus Bar Stool

Steel  
 17"Square (at footbase) x 29"H  
 Advance Price: \$ 252.50  
 Standard Price: \$ 328.50



### Caprice Stool

Black Fabric  
 25"W x 26"D x 44"H  
 Advance Price: \$ 346.00  
 Standard Price: \$ 449.50



### Sonic Stool

Black  
 22"W x 23"D x 42"H  
 Advance Price: \$ 279.50  
 Standard Price: \$ 363.50



### Nexus Stool

White  
 19"W x 20"D x 44"H  
 Advance Price: \$ 289.00  
 Standard Price: \$ 376.00

## CAFÉ CHAIRS



### Milo Chair

- Black
- California Wine
- Chartreuse
- Chocolate
- Jade
- Victory Blue
- White

20"W x 22"D x 33"H  
 Advance Price: \$ 196.00  
 Standard Price: \$ 254.50



# CAFÉ CHAIRS



**Clara Chair**

White  
18"W x 21"D x 35"H

Advance Price: \$ 223.00  
Standard Price: \$ 290.00



**Leslie Chair**

White  
17"W x 21"D x 31"H

Advance Price: \$ 178.50  
Standard Price: \$ 232.00



**Criss Cross Chair**

■ Espresso Leather  
□ White Leather  
17"W x 21"D x 35"H

Advance Price: \$ 223.00  
Standard Price: \$ 290.00



**Elio Chair**

Steel  
17"Square x 33"H

Advance Price: \$ 198.50  
Standard Price: \$ 258.00



**Caprice Chair**

Black  
25"W x 24"D x 32"H

Advance Price: \$ 198.50  
Standard Price: \$ 258.00



**Comet Chair**

Black  
23"W x 22"D x 32"H (With Arms)  
Advance Price: \$ 271.50  
Standard Price: \$ 353.00  
19"W x 22"D x 32"H (Without Arms)

Advance Price: \$ 252.50  
Standard Price: \$ 328.50



**Sonic Chair**

Black  
20"W x 21"D x 32"H

Advance Price: \$ 198.50  
Standard Price: \$ 258.00



**Nexus Chair**

White  
19"W x 22"D x 32"H

Advance Price: \$ 236.50  
Standard Price: \$ 307.50



**Colin Chair**

Natural Maple  
22"W x 19"D x 33"H

Advance Price: \$ 198.50  
Standard Price: \$ 258.00

# BAR TABLES



**24" Square Bar Table - Cosmo**

Available in Black or Chrome Base

24"Square x 42"H

Advance Price: \$ 373.00

Standard Price:\$ 484.50



**24" Square Bar Table - Emerald Tide**

Available in Black or Chrome Base

24"Square x 42"H

Advance Price: \$ 373.00

Standard Price:\$ 484.50



**24" Square Bar Table - Icebreaker**

Available in Black or Chrome Base

24"Square x 42"H

Advance Price: \$ 373.00

Standard Price:\$ 484.50



**24" Square Bar Table - Sirona**

Available in Black or Chrome Base

24"Square x 42"H

Advance Price: \$ 373.00

Standard Price:\$ 484.50



**32" Round Bar Table - Cement**

Available in Black or Chrome Base

32"Round x 42"H

Advance Price: \$ 502.50

Standard Price:\$ 653.00



**32" Round Bar Table - Yukon Gold**

Available in Black or Chrome Base

32"Round x 42"H

Advance Price: \$ 502.50

Standard Price:\$ 653.00



**32" Round Bar Table - Smoke**

Available in Black or Chrome Base

32"Round x 42"H

Advance Price: \$ 502.50

Standard Price:\$ 653.00



**Euro Bar Table**

Black/Black 30"

30"Round x 42"H

Advance Price: \$ 354.00

Standard Price:\$ 460.00

Black/Black 36"

36"Round x 42"H

Advance Price: \$ 363.50

Standard Price:\$ 472.50



**Silk Bar Table**

Black/Chrome 30"

30"Round x 42"H

Advance Price: \$ 354.00

Standard Price:\$ 460.00

Black/Chrome 36"

36"Round x 42"H

Advance Price: \$ 363.50

Standard Price:\$ 472.50

# BAR TABLES



**City Bar Table**

Maple/Black 30"  
30"Round x 42"H

Advance Price: \$ 354.00  
Standard Price:\$ 460.00

Maple/Black 36"  
36"Round x 42"H

Advance Price: \$ 363.50  
Standard Price:\$ 472.50



**Park Ave Bar Table**

Maple/Chrome 30"  
30"Round x 42"H

Advance Price: \$ 354.00  
Standard Price: \$ 460.00

Maple/Chrome 36"  
36"Round x 42"H

Advance Price: \$ 363.50  
Standard Price: \$ 472.50



**Summit Bar Table**

White/Black 30"  
30"Round x 42"H

Advance Price: \$ 354.00  
Standard Price:\$ 460.00

White/Black 36"  
36"Round x 42"H

Advance Price: \$ 363.50  
Standard Price:\$ 472.50



**Blanco Bar Table**

White/Chrome 30"  
30"Round x 42"H

Advance Price: \$ 354.00  
Standard Price:\$ 460.00

White/Chrome 36"  
36"Round x 42"H

Advance Price: \$ 363.50  
Standard Price:\$ 472.50



**Fuze Bar Table**

Zebrawood Laminate/Chrome  
36"Square x 42"H

Advance Price: \$ 400.00  
Standard Price:\$ 519.50



**Blanco Square Bar Table**

White/Chrome  
24"Square x 42"H

Advance Price: \$ 354.00  
Standard Price:\$ 460.00



**Blanco Rectangle Bar Table**

White/Chrome  
72"W x 24"D x 42"H

Advance Price: \$ 548.50  
Standard Price:\$ 713.00



**Spectrum Bar Table - Red**

Red/Chrome  
24"Square x 42"H

Advance Price: \$ 382.50  
Standard Price:\$ 497.00



**Spectrum Bar Table - Blue**

Blue/Chrome  
24"Square x 42"H

Advance Price: \$ 382.50  
Standard Price:\$ 497.00

## BAR TABLES



### Spectrum Bar Table - Purple

Purple/Chrome  
24"Square x 42"H  
Advance Price: \$ 382.50  
Standard Price: \$ 497.00



### Spectrum Bar Table - Green

Green/Chrome  
24"Square x 42"H  
Advance Price: \$ 382.50  
Standard Price: \$ 497.00



### Aspen Bar Table

White/Brushed Steel  
72"W x 26"D x 42"H  
Advance Price: \$ 981.50  
Standard Price: \$ 1,276.00

## CAFÉ TABLES



### 24" Square Café Table - Cosmo

Available in Black or Chrome Base  
24"Square x 30"H  
Advance Price: \$ 373.00  
Standard Price: \$ 484.50



### 24" Square Café Table - Emerald Tide

Available in Black or Chrome Base  
24"Square x 30"H  
Advance Price: \$ 373.00  
Standard Price: \$ 484.50



### 24" Square Café Table - Icebreaker

Available in Black or Chrome Base  
24"Square x 30"H  
Advance Price: \$ 373.00  
Standard Price: \$ 484.50



### 24" Square Café Table - Sirona

Available in Black or Chrome Base  
24"Square x 30"H  
Advance Price: \$ 373.00  
Standard Price: \$ 484.50



### 32" Round Café Table - Cement

Available in Black or Chrome Base  
32"Round x 30"H  
Advance Price: \$ 502.50  
Standard Price: \$ 653.00



### 32" Round Café Table - Yukon Gold

Available in Black or Chrome Base  
32"Round x 30"H  
Advance Price: \$ 502.50  
Standard Price: \$ 653.00

# CAFÉ TABLES



## 32" Round Café Table - Smoke

Available in Black or Chrome Base  
32"Round x 30"H

Advance Price: \$ 502.50  
Standard Price:\$ 653.00



## Euro Café Table

Black/Black 30"  
30"Round x 30"H

Advance Price: \$ 354.00  
Standard Price:\$ 460.00

Black/Black 36"  
36"Round x 30"H

Advance Price: \$ 363.50  
Standard Price:\$ 472.50



## Silk Café Table

Black/Chrome 30"  
30"Round x 30"H

Advance Price: \$ 354.00  
Standard Price:\$ 460.00

Black/Chrome 36"  
36"Round x 30"H

Advance Price: \$ 363.50  
Standard Price:\$ 472.50



## Park Ave Café Table

Maple/Chrome 30"  
30"Round x 30"H

Advance Price: \$ 354.00  
Standard Price:\$ 460.00

Maple/Chrome 36"  
36"Round x 30"H

Advance Price: \$ 363.50  
Standard Price:\$ 472.50



## City Café Table

Maple/Black 30"  
30"Round x 30"H

Advance Price: \$ 354.00  
Standard Price:\$ 460.00

Maple/Black 36"  
36"Round x 30"H

Advance Price: \$ 363.50  
Standard Price:\$ 472.50



## Blanco Café Table

White/Chrome 30"  
30"Round x 30"H

Advance Price: \$ 354.00  
Standard Price:\$ 460.00

White/Chrome 36"  
36"Round x 30"H

Advance Price: \$ 363.50  
Standard Price:\$ 472.50



## Summit Café Table

White/Black 30"  
30"Round x 30"H

Advance Price: \$ 354.00  
Standard Price:\$ 460.00

White/Black 36"  
36"Round x 30"H

Advance Price: \$ 363.50  
Standard Price:\$ 472.50



## Fuze Café Table

Zebrawood Laminate/Chrome  
36"Square x 30"H

Advance Price: \$ 400.00  
Standard Price:\$ 519.50



## Blanco Square Café Table

White/Chrome  
24"Square x 30"H

Advance Price: \$ 354.00  
Standard Price:\$ 460.00

# CAFÉ TABLES



**Blanco Rectangle Café Table**

White/Chrome  
72"W x 24"D x 30"H

Advance Price: \$ 548.50  
Standard Price:\$ 712.50



**Spectrum Café Table - Red**

Red/Chrome  
24"Square x 30"H

Advance Price: \$ 382.50  
Standard Price:\$ 497.00



**Spectrum Café Table - Blue**

Blue/Chrome  
24"Square x 30"H

Advance Price: \$ 382.00  
Standard Price:\$ 497.00



**Spectrum Café Table - Purple**

Purple/Chrome  
24"Square x 30"H

Advance Price: \$ 382.50  
Standard Price:\$ 497.00



**Spectrum Café Table - Green**

Green/Chrome  
24"Square x 30"H

Advance Price: \$ 382.50  
Standard Price:\$ 497.00



**Aspen Dining Table**

White/Brushed Steel  
72"W x 30"D x 30"H

Advance Price: \$ 842.50  
Standard Price:\$ 1,095.50



**Encore Dining Table**

Black Mango Wood  
80"W x 40"D x 30"H

Advance Price: \$ 991.00  
Standard Price:\$ 1,288.50



**Madera Dining Table**

Walnut Veneer  
92"W x 39"D x 30"H

Advance Price: \$ 1,274.50  
Standard Price:\$ 1,657.00



# OFFICE SEATING



### Tamiri High Back Chair

Black Leather  
25"W x 27"D x 45"H

Advance Price: \$ 445.50  
Standard Price: \$ 579.50



### Tamiri Mid Back Chair

Black Leather  
25"W x 27"D x 39"H

Advance Price: \$ 391.50  
Standard Price: \$ 509.00



### Tamiri Guest Chair

Black Leather  
25"W x 27"D x 37"H

Advance Price: \$ 363.50  
Standard Price: \$ 472.50



### Accord Chair

- Black
- White

25"Square x 44"H

Advance Price: \$ 556.50  
Standard Price: \$ 723.50



### Goal Task Chair

Black  
25"W x 24"D x 39"H

Advance Price: \$ 298.50  
Standard Price: \$ 388.00



### Goal Task Chair - Armless

Black  
21"W x 24"D x 39"H

Advance Price: \$ 271.50  
Standard Price: \$ 353.00



### Goal Drafting Stool

Black  
25"W x 24"D x 48"H

Advance Price: \$ 317.50  
Standard Price: \$ 412.50



### Goal Drafting Stool - Armless

Black  
21"W x 24"D x 48"H

Advance Price: \$ 298.50  
Standard Price: \$ 388.00



### Rimati Hi-Back Chair - White

- Black
- White

30"W x 28"D x 47-50"H

Advance Price: \$ 666.00  
Standard Price: \$ 865.50



### Rimati Guest Chair - Black

- Black
- White

27"W x 25"D x 40"H

Advance Price: \$ 282.50  
Standard Price: \$ 367.00

## CONFERENCE TABLES



**Conference Table Round**

- Black
  - Mahogany
- 42"Round x 29"H

Advance Price:\$ 493.00  
Standard Price:\$ 641.00



**Command 6' Conference Table**

- Black
- Sirona
- White

72"W x 36"D x 31"H

Advance Price:\$ 879.00  
Standard Price:\$ 1,142.50



**Command 8' Conference Table**

- Black
- Sirona
- White

96"W x 48"D x 31"H

Advance Price:\$ 945.00  
Standard Price:\$ 1,228.50



**Command 10' Conference Table**

- Black
- Sirona
- White

120"W x 48"D x 31"H

Advance Price:\$ 1,084.50  
Standard Price:\$ 1,409.50

## OFFICE FURNITURE



**Computer Kiosk**

- Black
- White

24"Square x 42"H

Advance Price:\$ 724.00  
Standard Price:\$ 941.00



**Storage Credenza**

- Black
- Mahogany

2 Filing Cabinets/2 Drawers/Inside Shelves  
66"W x 20"D x 29"H

Advance Price:\$ 649.50  
Standard Price:\$ 844.50



**Jr Executive Desk**

- Black
- Mahogany

Double Pedestal/Locking Drawers  
60"W x 30"D x 29"H

Advance Price:\$ 741.50  
Standard Price:\$ 963.50

# OFFICE FURNITURE



### Executive Desk

Black  
 Mahogany  
 Double Pedestal/Locking Drawers  
 72"W x 36"D x 29"H  
 Advance Price: \$ 769.50  
 Standard Price: \$ 1,000.50



### 5-Shelf Bookcase

Black  
 Mahogany  
 36"W x 12"D x 72"H  
 Advance Price: \$ 695.50  
 Standard Price: \$ 904.00



### Brooklyn Rectangle Dining Table

Clear Glass/Chrome  
 60"W x 36"D x 30"H  
 Advance Price: \$ 724.00  
 Standard Price: \$ 940.50



### Brooklyn Round Dining Table

Clear Glass/Chrome  
 42"Round x 30"H  
 Advance Price: \$ 567.00  
 Standard Price: \$ 737.50



### Aspen Dining Table

White/Brushed Steel  
 72"W x 30"D x 30"H  
 Advance Price: \$ 842.50  
 Standard Price: \$ 1,095.50

# METAL FILE & STORAGE CABINETS



### 2-Drawer File

Black Letter 15"W x 25"D x 29"H	Advance Price: \$ 244.50 Standard Price: \$ 317.50
Black Legal 18"W x 25"D x 29"H	Advance Price: \$ 318.00 Standard Price: \$ 412.50



### 4-Drawer File

Black Letter 15"W x 25"D x 52"H	Advance Price: \$ 327.00 Standard Price: \$ 425.00
Black Legal 18"W x 25"D x 52"H	Advance Price: \$ 363.50 Standard Price: \$ 472.50



### 2-Drawer Lateral File

Black  
36"W x 18"D x 27"H  
Advance Price: \$ 327.00  
Standard Price: \$ 425.00



### 4-Drawer Lateral File

Black  
36"W x 18"D x 54"H  
Advance Price: \$400.00  
Standard Price: \$ 519.50



### Storage Cabinet

Black  
36"W x 18"D x 72"H  
Advance Price: \$ 400.00  
Standard Price: \$ 519.50

# PEDESTALS



## 42" Display Pedestals

- Black | Advance Price: \$ 485.00  
14"Square x 42"H | Standard Price: \$ 630.50
- Black | Advance Price: \$ 586.00  
24"Square x 42"H | Standard Price: \$ 762.00
- Black | Advance Price: \$ 539.00  
18"Square x 42"H | Standard Price: \$ 701.00
- White | Advance Price: \$ 485.00  
14"Square x 42"H | Standard Price: \$ 630.50



## 36" Display Pedestals

- Black | Advance Price: \$ 410.50  
14"Square x 36"H | Standard Price: \$ 534.00
- Black | Advance Price: \$ 586.00  
24"Square x 36"H | Standard Price: \$ 762.00
- White | Advance Price: \$ 410.50  
14"Square x 36"H | Standard Price: \$ 534.00
- White | Advance Price: \$ 586.00  
24"Square x 36"H | Standard Price: \$ 762.00



## 30" Display Pedestals

- Black | Advance Price: \$ 382.50  
14"Square x 30"H | Standard Price: \$ 497.00
- Black | Advance Price: \$ 556.50  
24"Square x 30"H | Standard Price: \$ 723.50
- Black | Advance Price: \$ 391.50  
18"Square x 30"H | Standard Price: \$ 509.00
- White | Advance Price: \$ 382.50  
14"Square x 30"H | Standard Price: \$ 497.00



## Locking Pedestal

- Black
- White
- 24"Square x 42"H
- Advance Price: \$ 724.00
- Standard Price: \$ 941.00



## Fuze Pedestal

- ZebraWood Laminate/Chrome
- 16"Square x 44"H
- Advance Price: \$ 400.00
- Standard Price: \$ 519.50



## London Pedestal

- Marble/Chrome
- 16"Square x 44"H
- Advance Price: \$ 400.00
- Standard Price: \$ 519.50

# MISCELLANEOUS ITEMS



### Stanchion

Chrome 41"H  
Advance Price: \$ 112.50  
Standard Price: \$ 146.00

### Stanchion Rope

Red Velour 6'L  
Advance Price: \$ 59.50  
Standard Price: \$ 77.50



### Nero Literature Rack

Black  
14.75"W x 12"D x 53.5"H

Advance Price: \$ 271.50  
Standard Price: \$ 353.00



### Argento Literature Rack

Aluminum  
14.75"W x 12"D x 53.5"H

Advance Price: \$ 271.50  
Standard Price: \$ 353.00



### Alto Literature Rack

Black/Metal  
10.5"W x 9.5"D x 57"H

Advance Price: \$ 279.50  
Standard Price: \$ 363.50



### Compact Refrigerator

Black 4 Cubic Feet  
21"W x 22"D x 32"H

Advance Price: \$ 502.50  
Standard Price: \$ 653.00

# LIGHTING



### Silo Grey Lamps

Table Lamp 25"H  
Advance Price: \$ 181.00  
Standard Price: \$ 235.50

Floor Lamp 70"H  
Advance Price: \$ 247.50  
Standard Price: \$ 321.50



### Silo White Lamps

Table Lamp 25"H  
Advance Price: \$ 181.00  
Standard Price: \$ 235.50

Floor Lamp 70"H  
Advance Price: \$ 247.50  
Standard Price: \$ 321.50



### Neutrino Floor Lamp

Steel  
67"H

Advance Price: \$ 252.50  
Standard Price: \$ 328.50



# INDEPENDENT HOTEL SHOW

M I A M I

## EXHIBITOR CATERING, FOOD DISTRIBUTION AND SAMPLING INFORMATION

### Contact

Jocelyn Fonticoba  
Catering Sales Coordinator  
Miami Beach Convention Center  
Phone: (305) 975-5672  
Email: [Jocelyn.fonticoba@sodexo.com](mailto:Jocelyn.fonticoba@sodexo.com)

Sodexo Live! is pleased to be the exclusive Food and Beverage provider of the Miami Beach Convention Center. **Exhibitors are prohibited from bringing outside food, beverages and/or appliances into the Miami Beach Convention Center.**

**Advance Order Deadline: Monday, August 18, 2025**

### Links to Sodexo's catering menus, guidelines, and policies

- [MBCC Food and Beverage Guide](#) (Sampling Forms on Pages 18 – 22)
- [2025 Exhibit Catering Menu](#)
- [Online Orders](#)

### Food Distributed for Traffic Promotion

Any food or beverage "Traffic Promoters" must be purchased through Sodexo Live!. Exhibitors are prohibited from handing out food and beverages as an enticement to attract attendees into their booth if their featured product (i.e. what the booth is conveying or showcasing to attendees) has no relation to food or beverage. Exhibitor Attractions such as Popcorn Machines may be rented through Sodexo Live! only if prior approval has been provided by show management.

Small candies 1oz or less, like individually wrapped mints are permitted for strict distribution within an Exhibitor's booth and does not require Sodexo Live!'s written authorization.

Exhibitors may bring in logo'd bottled water contingent upon written approval from Sodexo Live! A corkage fee of \$1.50++/bottle will apply. Sodexo Live! reserves the right to control the quantity of logo'd bottled water brought into the facility.

### Sampling

Exhibitors must be the legal manufacturer or distributor of the product and the product(s) being in relation to the nature of the event. Exhibitors must receive written approval from Sodexo Live! to distribute samples. To be approved, Exhibitors must submit the MBCC Sampling Request Form, the MBCC Sampling Agreement and a Certificate of Insurance.

Maximum food sample size is two (2) ounces

Maximum non-alcoholic beverage sample size is three (3) ounces

Maximum alcoholic beverage/liquor sample size is one (1) ounce

# Independent Hotel Show

September 17-18, 2025



MIAMI BEACH  
CONVENTION CENTER

## ORDER ELECTRICAL ONLINE!

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08 / 27 / 2025

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# ON-SITE WIRELESS SERVICES

## MIAMI BEACH CONVENTION CENTER

### NEED WIRELESS CONNECTIVITY?

Smart City Networks offers on-site wireless services for both attendees and exhibitors. Our **Complimentary Internet** is offered free of charge and is available in all public spaces and meeting rooms. Our **Exhibitor Internet** is available facility-wide on a 5 GHz wireless network, at speeds of 3 Mbps up/down per device. Depending on where you are in the facility, you may see both SSIDs (network names), but only Exhibitor Internet is supported in all areas.

#### EXHIBITOR INTERNET

Exhibitor Internet is available throughout the facility. Each purchase is device specific.

**1 day for \$79.99**  
**3 days for \$227.97**  
**5 days for \$359.95**

#### HOW TO CONNECT TO EXHIBITOR INTERNET

1. Open Wi-Fi settings on your device and select "Exhibitor Internet".
2. First time users will be asked to create an account and select a purchase option.
3. Follow the on-screen instructions to get connected.

#### COMPLIMENTARY INTERNET

Complimentary Internet is a free service and is available for use in all public spaces and meeting rooms.

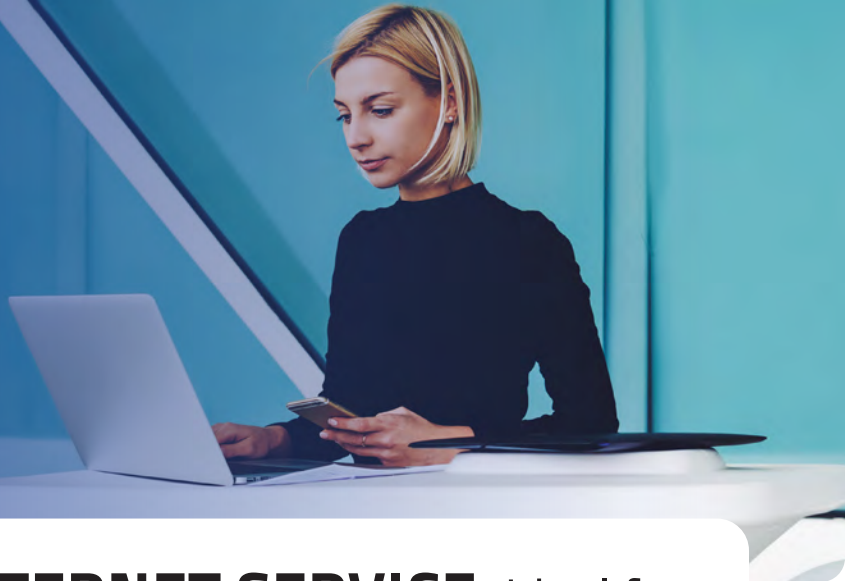
#### HOW TO CONNECT TO COMPLIMENTARY INTERNET

1. Open Wi-Fi settings on your device and select "Free Internet".
2. First time users will be asked to create an account and verify their email address to get connected.

For questions regarding on-site wireless services, please call Smart City Networks at 888-446-6911. To order any other services we provide, please visit us online at: [orders.smartcitynetworks.com](http://orders.smartcitynetworks.com).



# Need just a **BASIC** CONNECTION?



Our **LIGHT WIRED INTERNET SERVICE**, ideal for **BASIC INTERNET USAGE** such as web browsing and checking email via a wired connection.

SHARED SERVICE	INCENTIVE**	BASE	ON-SITE
Light Wired Internet	<b>\$895</b>	\$1,140	\$1,368
Additional Device	<b>\$185</b>	\$220	\$255
EQUIPMENT & LABOR	INCENTIVE**	BASE	ON-SITE
Switch Rental	<b>\$185</b>	\$225	\$270
Patch Cables	<b>\$50</b>	\$62	\$74
Labor (Floor Work)	<b>\$125</b>	\$125	\$125

**\*NOT FOR STREAMING**

**\*\*ORDER 14 DAYS PRIOR TO FIRST DAY OF MOVE-IN TO GET THE INCENTIVE RATE!**

#### Light Wired Internet Includes:

- Average Usage up to 3 Mbps burstable to 5 Mbps, per device, on a shared network
- Routers are not permitted on this service and will not work
- Each device includes (1) Private IP Address
- Up to 4 additional IPs [devices] may be purchased separately
- Ethernet RJ45 Hardline drop and is DHCP (plug and play)

To connect multiple devices to this service a Switch Rental, Patch Cables and Floor Work are required. If more than 5 devices are needed, another main drop (Light Wired Internet w/ 1 Private IP) is required. An additional 4 devices can then be added to your order. A maximum of 10 devices in one location is permitted. The actual maximum bandwidth available is dependent upon the type of activity and how many users are accessing the Internet simultaneously at any given time.

**ORDER NOW** 



Order online at:  
[orders.smartcitynetworks.com](https://orders.smartcitynetworks.com)  
or call 888.446.6911



# What if it's **MISSION CRITICAL?**

Our **DEDICATED WIRED SERVICES** are the **FASTEST AND MOST RELIABLE** way to deliver high quality experiences at your event.

DEDICATED SERVICES	STREAMING			INCENTIVE*	BASE	ON-SITE
	SD	or HD	or UHD			
3 Mbps Dedicated	1	N/A	N/A	<b>\$3,495</b>	\$4,370	\$5,244
6 Mbps Dedicated	2	1	N/A	<b>\$5,900</b>	\$7,375	\$8,850
10 Mbps Dedicated	3	2	N/A	<b>\$7,850</b>	\$9,810	\$11,772
15 Mbps Dedicated	5	3	N/A	<b>\$11,700</b>	\$14,630	\$17,556
25 Mbps Dedicated	6	4	1	<b>\$19,250</b>	\$24,060	\$28,872

**\*ORDER 14 DAYS PRIOR TO FIRST DAY OF MOVE-IN TO GET THE INCENTIVE RATE!**

Whether you are setting up your own booth Wi-Fi, Webcasting, HD Streaming, Gaming or require Point to Point connectivity, Dedicated Internet is the way to go!

#### Dedicated Services Include:

- Ethernet (1) RJ45 Hardline drop with VLAN
- Wireless and Hardline routers are permitted
- (5) Static Public IP addresses
- Speeds up to 1 Gbps available
- Additional Static IP addresses available for purchase

ORDER NOW 



Order online at:  
[orders.smartcitynetworks.com](https://orders.smartcitynetworks.com)  
or call 888.446.6911

# NEED WIRELESS CONNECTIVITY?



Our **STANDARD HOTSPOT** provides **SIMPLE & SECURE WIRELESS** connectivity ideal for checking emails, browsing the web, processing payments, and light website demonstrations.

STANDARD HOTSPOT PROVIDES 3 Mbps BURSTABLE TO 5 Mbps PER DEVICE *			
DEVICE LIMIT	INCENTIVE **	BASE	ON-SITE
5 Device Limit	<b>\$2,339</b>	\$2,807	\$3,368
15 Device Limit	<b>\$4,133</b>	\$4,960	\$5,952
30 Device Limit	<b>\$6,762</b>	\$8,114	\$9,737
Additional Access Point Rental	<b>\$750</b>	\$750	\$750

\* **NOT FOR STREAMING.**

\*\* **ORDER 14 DAYS PRIOR TO FIRST DAY OF MOVE-IN TO GET THE INCENTIVE RATE!**

All Hotspots broadcast on the **5 Ghz frequency only** and include:

- (1) Custom network name or SSID
- (1) Password (8 character minimum)
- (1) Access Point - booth size may require additional Access Point rental

ORDER NOW



Order online at:  
[orders.smartcitynetworks.com](https://orders.smartcitynetworks.com)  
or call 888.446.6911



[orders.smartcitynetworks.com/wifi-splash-page-design](https://orders.smartcitynetworks.com/wifi-splash-page-design)



# WILL YOUR BOOTH DEMO BRING OUT THE MASSES?

Our **PREMIUM HOTSPOT** combines

## HIGH BANDWIDTH WIRELESS

with greater flexibility and customization options that generate smoother product demos, quicker remote connectivity and superior video streaming quality.

### PREMIUM HOTSPOTS ARE NOT RATE LIMITED PER DEVICE

BANDWIDTH ALLOCATION	STREAMING			INCENTIVE *	BASE	ON-SITE
	SD	or HD	or UHD			
10 Mbps	3	N/A	N/A	<b>\$8,800</b>	\$10,560	\$12,672
20 Mbps	6	4	N/A	<b>\$16,600</b>	\$19,920	\$23,904
30 Mbps	10	6	1	<b>\$24,200</b>	\$29,040	\$34,848
40 Mbps	13	8	1	<b>\$31,550</b>	\$37,860	\$45,434
50 Mbps	16	10	2	<b>\$39,050</b>	\$46,860	\$56,232
Additional Access Point Rental	N/A	N/A	N/A	<b>\$750</b>	\$750	\$750

**\*ORDER 14 DAYS PRIOR TO FIRST DAY OF MOVE-IN TO GET THE INCENTIVE RATE!**

All Hotspots broadcast on the **5 Ghz frequency only** and include:

- (1) Custom network name or SSID
- (1) Password (8 character minimum)
- (1) Access Point - booth size may require additional Access Point rental

ORDER NOW 



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[orders.smartcitynetworks.com](https://orders.smartcitynetworks.com)  
 or call 888.446.6911

[orders.smartcitynetworks.com/wifi-splash-page-design](https://orders.smartcitynetworks.com/wifi-splash-page-design)

# FAQ

## Frequently Asked Questions

### DOES SMART CITY NETWORKS PROVIDE COMPLIMENTARY WI-FI?

Yes! Smart City Networks provides complimentary Wi-Fi in most designated public areas of the facility, such as the concourse lobbies and food courts. Check with your specific venue for locations. This service is made available to approximately 30 million guests, visitors, and attendees at our convention centers throughout the country. There is no requirement to purchase a Smart City Networks service in order to take advantage of the complimentary Wi-Fi.

### WHY DOESN'T SMART CITY NETWORKS PROVIDE COMPLIMENTARY WI-FI IN THE EXHIBIT HALLS?

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

### WILL MY PERSONAL HOTSPOT (MI-FI) WORK IN YOUR BUILDING?

Yes – however, the capability of your personal mobile hotspot is limited by your cellular carrier by the spectrum and Internet bandwidth capacity they have made available. Cellular carrier signals penetrate into a facility either from a nearby cellular tower or via an in-building Distributed Antenna System (DAS). It is important to remember that your personal mobile hotspot is obtaining a wireless signal from a shared cellular network, so service may be disrupted or become unreliable due to user density and demand on the carrier's network. In all cases, you have the option to take advantage of the complimentary Wi-Fi throughout the public areas, or if you choose, you can purchase an upgraded package based on your service requirements.

### WHAT MUST BE IDENTIFIED ON MY FLOORPLANS?

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

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



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[orders.smartcitynetworks.com](https://orders.smartcitynetworks.com)  
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### DO YOU OFFER INCENTIVE RATES?

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

### WHY ARE ROUTERS NOT ALLOWED ON A SHARED NETWORK?

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

### CAN I PROVIDE MY OWN SWITCH AND/OR CABLING?

Yes, you can provide your own switch and patch cables for in booth cabling. Unless otherwise mandated by the venue.

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

### HOW MUCH BANDWIDTH DO I NEED?

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

### WHAT DOES SD, HD, AND UHD STAND FOR?

SD, HD, and UHD are the abbreviated names of three video streaming formats. The basic difference between each of the formats is the number of pixels comprising the video image. The greater the pixel count the sharper and more detailed your video will be.

FORMAT	RESOLUTION	BANDWIDTH REQUIRED
Standard Definition (SD)	720x480	3.0-5.0 Mbps
High Definition (HD)	1280x720 & 1920x1080	5.0-8.0 Mbps
Ultra High Definition (UHD)	3840x2160	25 Mbps



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